

**City of Alexandria, Virginia**  
**BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE (BFAAC)**

**Monthly Meeting**  
January 30, 2024  
Via Zoom

**Summary Minutes**

**Committee Members Present:**

Amy Friedlander (Chair), Michelle Millben (Vice Chair), John Ruthinoski (Secretary), Chris Ferrara, Laurie MacNamara, David Millard, Julio Ramirez, Rob Rapanut, Antonio Tamariz, Randall Williams

**Excused/Absent:**

Mark Tonsetic

**Office of Management and Budget (OMB) Staff:**

Arthur Wicks, Morgan Routt, Brian Dalluge

**Guests:**

None

**Agenda:**

1. **Call to Order: Chair Friedlander** called the meeting to order at 7:01 p.m. with a quorum present. Wicks introduced Brian, an OMB staff member attending the meeting.
2. **Approval of the Minutes from the December 19, 2023 meeting:** A motion was made by **Millard** and seconded by **MacNamara** to approve the minutes of the December 19<sup>th</sup> BFAAC meeting. The motion was carried by unanimous vote.
3. **Committee Vice Chair Nomination/Election: Chair Friedlander** nominated Michelle **Millben** for the office of BFAAC Vice Chair. **Ruthinoski** seconded. The motion was carried by unanimous vote.
4. **BFAAC Education Session: Capital Improvement Plan (CIP)**  
  
**Wicks** gave a detailed presentation on the CIP, focusing on the organization of the CIP as well as CIP affordability and sustainability. Following the presentation, **Chair Friedlander** asked about the FY 2025 Budget schedule. Wicks went over the timetable for reviewing the FY 2025 budget which will be released on February 22, 2024.
5. **Ad Hoc Stormwater Committee Report:** Ferrara reported that the original AD Hoc Stormwater Committee expired, and all the members will be reappointed to a newly established committee in February 2024. The Committee will begin meeting again in March 2024.
6. **OMB Report: Routt** reported that ACPS adopted its CIP, and the Superintendent's budget was proposed and will be approved prior to the City Manager's budget presentation in February.

Routt announced that Work Session #1 will be a joint work session between the City Council and School Board where the Proposed budget and the CIP will be reviewed.

7. **Other Business: Chair Friedlander** asked if the February BFAAC meeting with the ACPS BAC was still going to happen. Wicks reported that he would need to follow up and get back to the BFAAC with an answer.

**Chair Friedlander** announced that Delegate Elizabeth Bennet Parker introduced a bill in the General Assembly that would allow public bodies to hold up to 50% of their meetings virtually. **Wicks** reminded the BFAAC that the current regulation prohibit the BFAAC from holding consecutive virtual meetings, meaning the March meeting must be held in person.

8. **Adjournment: Tamariz** moved the meeting be adjourned. **Ferrara** seconded the motion. The motion was carried by unanimous voice vote. The meeting adjourned at 8:24 PM.

9. **Upcoming Meetings/Significant Dates:**

- BFAAC Regular Meeting (ACPS Budget Education Session) – February 20, 2024 - 7:00 PM
- FY 2025 Proposed Budget Presentation – February 27, 2024 – 7:00 PM
- FY 2025 Proposed Budget Presentation (public) – February 29, 2024 – 7:00 PM
- FY 2025 Proposed Budget Public Hearing – March 11, 2024 – 5:30 PM
- BFAAC Regular Meeting – March 19, 2024 – 7:00 PM
- Add/Delete Public Hearing – April 13, 2024 – 9:30 AM
- BFAAC Regular Meeting – April 16, 2024 – 7:00 PM
- Tax Rate Public Hearing – April 24, 2024 – 6:00 PM
- Budget Adoption – May 1, 2024 – 6:00 PM
- BFAAC Regular Meeting – May 21, 2014 – 7:00 PM