

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

**Monthly Meeting**

March 4, 2024

City Hall, Sister Cities Conference Room

**Summary Minutes**

**Committee Members Present:**

Amy Friedlander (Chair), John Ruthinoski (Secretary), Nancy Drane, Chris Ferrara, Laurie MacNamara, Rob Rapanut, Brant Snyder, Antonio Tamariz, Mark Tonsetic, Randall Williams

**Excused/Absent:**

Michelle Millben (Vice Chair), David Millard, Julio Ramirez

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

Arthur Wicks, Morgan Routt

**Guests:**

None

**Agenda:**

1. **Call to Order: Chair Friedlander** called the meeting to order at 7:01 p.m. with a quorum present. **Chair Friedlander** introduced two new BFAAC members: Nancy **Drane**, the School Board Representative and Brant **Snyder**, a Citizen At-Large. **Chair Friedlander** shared some information with BFAAC members from a Freedom of Information Act (FOIA) training she recently attended.
2. **Approval of the Minutes from the January 30, 2024, meeting:** A motion was made by **MacNamara** and seconded by **Williams** to approve the minutes of the January 30<sup>th</sup> BFAAC meeting. The motion was carried by unanimous vote.
3. **City Manager's Proposed 2025 Operating Budget and FY 2025-FY 2034 Capital Improvement Program Presentation:** BFAAC members watched the City Manager's Presentation to the City Council of the Proposed 2025 Operating Budget and FY 2025-FY 2034 Capital Improvement Program. **Chair Friedlander** asked BFAAC Members to pay attention to the messaging.
4. **BFAAC Workplan Items: Observations on the City Manager's Proposed Budget**

BFAAC Members discussed the City Manager's Budget and agreed on the following topic areas for the budget memo:

- Impact of the School Board's budget request – to be drafted by **Drane**.
- CIP sustainability – to be drafted by **MacNamara**.
- Commercial/residential real estate tax revenue trend – to be drafted by **Friedlander**.
- City Manager budget presentation messaging – to be drafted by **Friedlander**.

**Chair Friedlander** asked for BFAAC member input on each of these sections by March 18.

5. **Ad Hoc Stormwater Committee Report:** Ferrara reported that the AD Hoc Stormwater Committee has not yet met in March.
6. **OMB Report: Routh** reminded BFAAC of the important dates in the City Council's budget review process and stated that the BFAAC could present to the Council on March 20<sup>th</sup> or April 3<sup>rd</sup>. **Chair Friedlander** recommended April 3<sup>rd</sup> as the next BFAAC meeting is March 19<sup>th</sup> and it would enable BFAAC to provide the memo to Council prior to the meeting.

**Routh** announced that Add/Delete items are due April 3<sup>rd</sup> and the Add/Delete work session will be April 24<sup>th</sup>, with the Add/Delete Public Hearing occurring on April 13<sup>th</sup>.

7. **Other Business: Chair Friedlander** asked if the date of the May BFAAC meeting could be moved. **Wicks** will poll members to find an alternate date.

**Chair Friedlander** suggested that once the Budget Memo is complete BFAAC should begin to discuss what the work product from the Budget Education Sessions would look like. **Williams** asked if the Education Sessions could include a presentation on the racial equity scoring process. **Wicks** reviewed the schedule of upcoming Budget Education Sessions:

- April – Special Revenue Funds and Grants
- May – ACPS Budget
- Not Scheduled yet – Personnel and Compensation, Racial Equity Scoring Process

8. **Adjournment: Tonsetic** moved the meeting be adjourned. **Ferrara** seconded the motion. The motion was carried by unanimous voice vote. The meeting adjourned at 9:22 PM.

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

- FY 2025 Proposed Budget Public Hearing – March 11, 2024 – 5:30 PM
- BFAAC Regular Meeting – March 19, 2024 – 7:00 PM
- BFAAC Presentation on Budget Memo - Budget Work Session #5 - April 3, 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 – TBA – 7:00 PM