

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

**Budget Memo Review Meeting**  
March 26, 2024  
Via Zoom

**Summary Minutes**

**Committee Members Present:**

Amy Friedlander (Chair), Michelle Millben (Vice Chair), John Ruthinoski (Secretary), Nancy Drane, Chris Ferrara, Laurie MacNamara, David Millard, Julio Ramirez, Brant Snyder, Antonio Tamariz.

**Excused/Absent:**

Rob Rapanut, Mark Tonsetic, Randall Williams

**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 5:04 p.m. with a quorum present.
2. **BFAAC Workplan Items: Observations on the City Manager's Proposed Budget**

**Chair Friedlander** reviewed the revised structure of the BFAAC's Memo on the FY 25 Advertised Budget:

- Alexandria's Fiscal Challenges
- Revenue Opportunities
- City Council and ACPS Coordination
- Budget-Related Communications

**Chair Friedlander** reviewed each of the sections with BFAAC.

**Alexandria's Fiscal Challenges** – The order of the items in this section was changed to begin with the rising increase in debt service followed by analysis of unrealized tax revenue.

**Revenue Opportunities** – was renamed “Longer Term Revenue Opportunities” to highlight that these recommendations would not address the imbalance in the current budget. In addition a section on the Industrial Development Agency (IDA) and the Alexandria Redevelopment and Housing Authority (ARHA) was added as well a recommendation on requesting additional authority from the General Assembly.

**ACPS Coordination** – This section was not substantively changed.

**Budget Related Communications** – A recommendation regarding the development of a budget education video for the general public was added.

**Ruthinoski** moved to adopt the BFAAC’s Memo on the FY 25 Budget with revisions discussed at the meeting. **Millben** seconded. The motion was carried unanimously. **Wicks** announced the time of Council Budget Work Session on April 3<sup>rd</sup> at which BFAAC will present the budget memo has been changed from 7:00 PM to 6:00 PM.

3. **May BFAAC Meeting:** **Wicks** announced that May 14 and May 20 were the two possible dates for the rescheduled May BFAAC meeting, but that ACPS staff was only available on May 14. There being no objection, the May BFAAC meeting was rescheduled to May 14, 2024.
4. **Adjournment:** The meeting adjourned at 6:36 PM by unanimous consent.
5. **Upcoming Meetings/Significant Dates:**
  - BFAAC Presentation on Budget Memo - Budget Work Session #5 - April 3, 2024 – 6:00 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 14, 2024 – 7:00 PM