

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

Monthly Meeting

October 18, 2022, 7 p.m.

City Hall, Sister Cities Conference Room

Committee Members in Attendance: Deb Derrick, Chris Ferrara, Amy Friedlander (Chair), Karen Graf, Laurie MacNamara, John Ruthinoski, Kathy Stenzel

On Phone: Julio Ramirez

Excused/Absence: Tom Gates, Janet Fleetwood, Skip Maginniss

Office of Management and Budget (OMB) Staff: Morgan Routt

- I. **Call to Order – Vice-Chair Blair-Fleetwood** called the meeting to order at 7:10 p.m. with a quorum present.
- II. **Materials Review** – Not needed since members have read memos
- III. **Approval of the Minutes from the September 20, 2022 meeting** – **Graf** moved to approve the minutes with edits to misspelled names and the addition of Ramirez to the attended list; **Ruthinoski** seconded the motion. The motion carried by voice vote.
- IV. **Review of Memo Items**
 - a. **FY 2024 Workplan** – **Chair Friedlander** covered potential issues from the draft FY2024 workplan, including FY2023 workplan and parking lot items that would be included in the appendix. Members Other suggested topics if BFAAC has time in the next year include a retrospective analysis on a department with difficulties in spending appropriated funds. **Stenzel** moved to approve the minutes with edits; **Derrick** seconded the motion. The motion carried by voice vote.

- b. **Recommendations to City Council on FY2024 Budget Guidance** – **Chair Friedlander** presented the memo and feedback was given by **Stenzel** to go through the paragraphs to summarize the recommendations, which are embedded in the various recommendations. These recommendations will be summarized in the beginning of the memo, acting as a type of executive summary, per a suggestion made by **Chair Friedlander**. Members gave edits to **Chair Friedlander** to be incorporated. **Derrick** moved to approve the minutes with edits; **Stenzel** seconded the motion. The motion carried by voice vote.

- V. **City Council Retreat (November 5th) Planning** – Chair Friedlander encourages people to attend.

- VI. **Committee Housekeeping Items**
 - a. **Consideration of Draft Committee Bylaws:** Pushed this item to the next meeting.

- VII. **OMB Report** – Routt reported on the upcoming city work sessions regarding CIP and how they will cover the affordability of the CIP.

- VIII. **Adjourn** – **Derrick** moved to adjourn; **MacNamara** seconded the motion. The motion carried by voice vote.