

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

Monthly Meeting

June 23, 2026

Virtual Meeting via Zoom

Summary Minutes

Committee Members Present: John Ruthinoski, Mayor Gaskins Designee (Chair); Randall Williams, Vice Mayor Bagley Designee (Vice Chair); Nancy Drane, School Board Designee (Secretary); Emily Bryan, Chamber of Commerce Designee; Erica Kaster, Citizen-at-Large; Mindy Lyle, Councilmember Elnoubi Designee; Lester Simpson, Councilmember Greene Designee; Jake Truex, Chamber of Commerce Designee

Absent: Sonya Day, Citizen-at-Large; Mark Tonsetic, Citizen-at-Large

Staff Present: Morgan Routt, Director of the City of Alexandria Office of Management and Budget; Meghan McGrane, Budget Management Analyst; Khalid Payenda, Budget Management Analyst

Guest: None

1. **Call to Order:** Chair **Ruthinoski** called the meeting to order at 6:34 P.M.

2. **Approval of the Minutes of the May 19, 2026 Meeting**

Lyle made a motion to approve the minutes of the May 19, 2026 meeting, seconded by **Simpson**. The motion carried by unanimous voice vote of those present.

Before moving on to regular business, **Ruthinoski** turned to **Bryan** to introduce herself as a new BFAAC member, as designated by the Chamber of Commerce representative.

1. **BFAAC Memo on ACPS Funding by Classification**

Drane provided an update on the joint BFAAC-BAC draft memo that was previously shared with BFAAC members. The subcommittee's work in preparing this memo has included interviews with City finance and attorney staff; ACPS finance staff; elected leaders; and research on neighboring jurisdictions that appropriate school funding in this manner. **Drane** provided a brief overview of the content of the memo, with the caveat that some additional interviews to validate research are still occurring, and that BAC is also meeting this week to provide feedback that will be incorporated into a final draft. With that, **Drane** and **Williams** invited feedback from BFAAC members.

Ruthinoski made a few suggestions, as follows: (1) amend Attachment E to just include the pages with the Function Code, not the full document (that could be referenced by link); (2) do something to make the recommendations more prominent (bold, underline, etc.) and make them all recommendations with the last potentially being a lower or alternative recommendation (vs. having several “highest” recommendations); (3) on page 6, include reference to number of transfers (264) in the discussion about “paralyzing” operations; and (4) make clear on page 6 that a transfer is only implicated if the budgeted amount in a certain classification category would be insufficient and thus require a transfer.

Ruthinoski also asked whether we should make a recommendation on whether there will be sufficient time to implement this for FY28 – but there was consensus that this is something City staff is in a better position to assess once our memo is in hand. **Ruthinoski** did suggest that if other jurisdictions had data about the time it took them to implement this change, that would be helpful.

Bryan shared that she thought we did a good job presenting the content in an objective way. **Kaster** felt it might be helpful to have more content on what the impetus for this change was. **Drane** suggested that she will look at this section again and mentioned that a link to the actual Council discussion is included in the footnotes. **Williams** urged BFAAC members who represent Councilmembers for more feedback on the “why” behind this (as previously requested) and mentioned that the Mayor talked about highlighting outcomes as another reason for this. BFAAC members suggested themes like clarity, oversight, and being “good stewards” might be helpful to include in that framing section.

With that, there was a motion by **Bryan**, seconded by **Lyle**, to approve the recommendations contained in the joint BFAAC-BAC memo pending further clarifying edits. The motion carried by unanimous voice vote of those present.

2. BFAAC Memo on Budget Decision Making Process

Ruthinoski then turned to discussion of the second BFAAC memo on the agenda, on budget framework and AI utilization. There was some discussion about the recommendation that there be transparency of the content of Council’s feedback during the START exercise – something that Tempe, Arizona shares publicly. Most BFAAC members felt that the transparency piece would be important, although there was some concern about it impacting candor.

Drane asked whether there is additional information about whether the AI costs captured in the memo are one-time versus recurring, and whether there is any comparison as between AI costs

and traditional staff-time costs to accomplish similar tasks. **Kaster** said that there was not extensive cost-benefit analysis but that she will look again for any additional data on this point.

Ruthinoski shared that he will move the recommendations into the main part of the memo; they are currently in the Appendix. **Ruthinoski** also shared that Office of Management and Budget staff made some suggestions on emphasizing the value of priority setting with respect to reductions and that language around tradeoffs and tough choices was included.

With that, a motion was made by **Truex**, seconded by **Drane**, to adopt the recommendations in the draft memo pending further clarifying edits. The motion carried by unanimous voice vote of those present.

3. Updates and Reports

a. Office of Management and Budget

McGrane reported that BFAAC is on a break until September 15, 2026. The agenda for today's meeting includes a list of tentative 2026-2027 dates; please let **McGrane** know of any known conflicts. She reminded BFAAC members that we have the option for virtual meetings since we've only had one virtual meeting in 2026 (this meeting). **Ruthinoski** asked about new legislation about procedures re: published agendas. **McGrane** said that she will let us know if there is anything new to reaffirm. **Drane** asked whether **Ruthinoski** could reach out to the Mayor to remind her (and her colleagues) that we still have three BFAAC vacancies for CM Chapman (vacant since last year), CM Aguirre (vacant since last year), and CM Marks (who was newly elected to Council).

b. Stormwater Utility & Flood Mitigation Advisory Group

Tonsetic was absent.

c. Commission on Technology

Williams shared that the presentation on the Flock Safety license plate reader did not occur on June 11 as planned and was instead focused on setting Bylaws.

4. Adjourn

A motion was made by **Drane** and seconded by **Williams** to adjourn the meeting. The motion was carried by unanimous voice vote. The meeting was then adjourned at 7:54 p.m.

Upcoming Meeting(s) / Important Dates:

<i>Event</i>	<i>Date/Time</i>	<i>Location</i>	<i>Status</i>
BFAAC Regular Meeting	Tuesday, September 15, 2026 – 6:30pm	Lee Center, Conference Rm #4	<i>Room Reserved</i>
BFAAC Regular Meeting	Tuesday, October 20, 2026 – 6:30pm	Lee Center, Conference Rm #4	<i>Room Reserved</i>
BFAAC Regular Meeting	Tuesday, November 17, 2026 – 6:30pm	Lee Center, Conference Rm #4	<i>Room Reserved</i>
BFAAC Regular Meeting	Tuesday, December 15, 2026 – 6:30pm	Lee Center, Conference Rm #4	<i>Room Reserved</i>
BFAAC Regular Meeting	Tuesday, January 19, 2027 – 6:30pm	Lee Center, Conference Rm #4	<i>Room Reserved</i>
BFAAC Regular Meeting	Tuesday, February 16, 2027 – 6:30pm	Lee Center, Conference Rm #4	<i>Room Reserved</i>
BFAAC Regular Meeting	Tuesday, March 16, 2027 – 6:30pm	Lee Center, Conference Rm #4	<i>Room Reserved</i>
BFAAC Regular Meeting	Tuesday, April 20, 2027 – 6:30pm	Lee Center, Conference Rm #4	<i>Room Reserved</i>
BFAAC Regular Meeting	Tuesday, May 18, 2027 – 6:30pm	Lee Center, Conference Rm #4	<i>Room Reserved</i>

Note: Calendar items in ***bold and italic*** have changed or been added since the previous month's agenda.