

Budget and Fiscal Affairs Advisory Committee (BFAAC) Minutes
City Hall, Conference Room #1001
May 16, 2017

Present: Dak Hardwick, Skip Maginniss, Michael Wenk, Laurie MacNamara, Martin Frost, Ben Klein, David Baker, Robert Shea, Kathy Stenzel, Clarence Tong

Absent (excused): Joe Valenti, Margaret Gullen, Len Rubenstein

OMB staff members: Morgan Routt, Alex Braden, Whitney Harris

1. **Call to Order.** A quorum being present, the meeting was called to order at 7:03 pm by Chair Dak Hardwick.
2. **Approval of Minutes.** The April 18 and April 25, 2017 meeting minutes were approved. For the April 18 minutes, Mr. Frost made the motion to approve, with a second by Mr. Baker. For the April 25 minutes, Mr. Wenk made the motion to approve, with a second by Mr. Klein. The minutes for both meetings were approved unanimously.
3. **OMB Report.** Mr. Routt provided the OMB update as follows.
 - a. **FY 2018 Budget Adoption.** FY 2018 all-funds budget approved; 5.8% increase (3.6% or increase for ACPS). Debt policy changes adopted, stormwater utility approved after years of work. Retirement plan contributions put in place with more time for current employees. No major changes on health care. Mr. Routt will meet with Council members and City department heads to discuss lessons learned for the budget process, especially in light of the more targeted approach to the add-delete process. A question was raised on the possibility of federal infrastructure money for Alexandria to address the Combined Sewer Outflow (CSO) requirements imposed by Richmond. Mr. Harwick requested a briefing on CSO funding discussions by City staff to determine how BFAAC can best engage. Mr. Frost and Mr. Shea will draft a letter stressing the need for City Council advocacy for federal infrastructure funding for sewer activity; the Committee unanimously voted to provide the BFAAC Chair with the authority to sign on behalf of the Committee. The Committee also agreed that those members representing Council members should speak to their representatives on this topic. For this vote, Mr. Shea made the motion, with a second by Mr. Frost. Mr. Routt will speak to Transportation and Environmental Services (T&ES) to determine what infrastructure funding is currently being pursued.
 - b. **Office Competitiveness/Conversion Presentation Discussion.** Mr. Routt discussed the recommendation that the by-right process not be changes without review (see presentation given to City Council). Specific recommendations will be made available this summer/fall; Alexandria Economic Development Partnership (AEDP) CEO Stephanie Landrum will be the point of contact for further information.
 - c. **Joint Task Force on City-ACPS Capital Planning.** Volunteers are being sought. Process and deliverables are still being determined.
 - d. **ACPS Add-Delete Adjustments.** Adjustments to the process are still being discussed.

- e. **Reassignment of Staff Support/Alex Braden.** Mr. Braden announced this would be his final BFAAC meeting and introduced Ms. Harris as his replacement. The Committee offered its thanks and appreciation to Mr. Braden for his years of service as the primary City staff liaison to BFAAC.
4. **New Business.**
- a. **Introduction of Guest.** Mr. Hardwick introduced Jeri-Ann Henry, a candidate for the upcoming BFAAC at-large position.
 - b. **Revenue Strategies.** Ms. MacNamara shared the annotated outline for this memorandum, and discussed upcoming meetings with City staff. The memorandum is on track to be brought to BFAAC for review at its September or October meetings, with a final to be delivered and briefed to City Council at its November retreat. Mr. Shea and Mr. Klein volunteered to support drafting the memorandum.
 - c. **Commission on Information Technology.** Mr. Baker reviewed the Commission's most recent memorandum, focusing on infrastructure, computers in school, broadband, and legislative items. Mr. Baker noted that the Commission would be focusing more on broadband. In answer to a question on cyber security. Mr. Baker committed to providing periodic updates to BFAAC.
 - d. **Leadership Transition.** Mr. Hardwick's term ends on June 11, 2017. As Vice Chair, Mr. Klein will serve as acting chair until full elections are held at BFAAC's September meeting. The at-large position currently held by Mr. Hardwick will be voted on at the June 13 City Council meeting.
 - e. **BFAAC-ACPS Budget Advisory Committee (BAC) joint meeting.** Ms. Stenzel, Mr. Wenk, Mr. Klein, and Mr. Tong volunteered to attend this meeting on BFAAC's behalf.
5. **Adjournment.** Having no further business, the meeting was adjourned at 8:08 pm. Mr. Wenk made the motion to adjourn, with a second by Mr. Baker. The motion was approved unanimously.