

**Budget and Fiscal Affairs Advisory Committee (BFAAC) Minutes**  
**City Hall, Conference Room #1002**  
**March 21, 2017**

**Present:** Dak Hardwick, Skip Maginniss, Margaret Gullen, Michael Wenk, Laurie MacNamara, Len Rubenstein, Martin Frost, Kathy Stenzel, Clarence Tong, Robert Shea, Ben Klein, Joe Valenti

**Absent (excused):** David Baker

**OMB staff members:** Alex Braden

1. **Call to Order.** A quorum being present, the meeting was called to order at 7:04 pm by Chair Dak Hardwick.
2. **Minutes.** A motion to accept the minutes as submitted from January 17, 2017 was made by Michael Wenk and seconded by Margaret Gullen. The motion was approved unanimously.
3. **Welcome to Joe Valenti as new Citizen-at-large Member.** Mr. Hardwick introduced Mr. Valenti and welcomed him to the Committee
4. **OMB Report – FY 2018 Budget Development.** Alex Braden provided updates on the City's current fiscal environment and the FY 2018 budget development process, to include status reports on the budget worksessions. Largest drivers continue to be funding for schools and Metro. The Committee also discussed the implications of the Combined Sewer Outflow (CSO) General Assembly legislation for Alexandria's capital budget.
5. **Old Business.**
  - a. **Debt Policy Guidelines.** The Committee agreed to develop this memorandum in conjunction with the FY 2018 budget cycle, with a late April delivery target to Council. Margaret Gullen, Len Rubenstein, Skip Maginnis, David Baker, and Dak Hardwick will serve on this subcommittee. The subcommittee's work will focus on debt targets and policy guidelines.
  - b. **Five-Year Financial Plan/Revenue Master Plan.** Laurie MacNamara discussed a revised version of the proposed topics, focusing on existing and potential revenue sources, with a memorandum targeted for delivery to Council by June 2017. Ben Klein and Laurie MacNamara will lead this effort with support from BFAAC members and with input from Kevin Greenleaf from the City's staff.
6. **New Business.** Mr. Hardwick led a discussion of Vice Mayor Wilson's memo proposing a maximum tax rate increase ceiling as well as launch of a new City-ACPS joint facilities working group. The Committee discussed the importance of BFAAC providing input to this new working group in the form of a memorandum. Ben Klein and Kathy Stenzel will lead the drafting of this memorandum with an initial draft for discussion at the Committee's April 18 meeting.
7. **Adjournment.** Having no further business, the meeting was adjourned at 8:28 pm. Martin Frost made the motion to adjourn, with a second by Margaret Gullen.