

**City of Alexandria, Virginia**  
**BUDGET AND FISCAL AFFAIRS ADVISORY COMMISSION**  
**Regular Meeting**  
**Tuesday - December 19, 2017**  
**7 p.m.**  
**Alexandria City Hall**  
**Sister Cities II, Room #1120**  
**301 King Street**  
**Alexandria, VA 22314**

**Summary Minutes**

**Commission Members:**

Ben Klein (Chair), David Baker, Margaret Gullen, Skip Maginniss, Kirk McPike, Jesse O'Connell, Leonard Rubenstein, Robert Shea, Kathy Stenzel, Joe Valenti

*Absent:* Martin Frost (excused), Michael Wenk (excused)

*Vacant:* Representative for Councilman Wilson

**OMB Staff:**

Morgan Routt, Arthur Wicks

**Others in Attendance (Guests/Staff/Public):**

Jeff Laramore

**Agenda:**

- I. Call to Order:** Chair **Klein** called the meeting to order at 7:02 with a quorum present.
- II. Introduction of new member:** Kirk McPike is introduced as the new representative for Councilman Lovain.
- III. Approval of Minutes:** **Stenzel** raised a point about an item in the draft minutes that the Commission had not yet come to consensus on, suggested removing it from final minutes. **Klein** agreed and suggested an edit to reconcile this issue. **Shea** moved to approve the November 2017 minutes with these changes. **Baker** seconded the motion. The motion carried by unanimous voice vote.
- IV. OMB Report**
  - a. **Routt** provided an update on current phase of budget development process
  - b. **Routt** highlighted that the initial version of the Governor's budget has money for both WMATA and CSOs, which is encouraging, and staff will continue to monitor the details as the state process unfolds
- V. Review of BFACC Memos**
  - a. **Memo #3: Review of the Ad Hoc Joint City-Schools Facility Task Force**
    - i. The commission discussed the memo, as well as our effort to continue to understand and define BFAACs role in this important partnership

- ii. **Rouff** mentions that on Jan. 29 & 30 the work of the task force will be reviewed by Council
- iii. **Valenti** moved that the draft memo be finalized and approved, with additions as discussed. **Gullen** seconded the motion. The motion carried by unanimous voice vote.
- b. **Memo #4: Review of the Staff Report on the 10 yr Cumulative Impact**
  - i. Discussion of the timing of the BFACC memo, and the best approach to sharing it with Council
  - ii. **Rouff** explained the background on this report, as well as the types of data adjustments they made to allow for accurate year-over-year comparisons
  - iii. **Rouff** compliments the department-wide effort to find the necessary data and develop this report
    - 1. Commission members echo these thanks
  - iv. **O'Connell** asks if there were any particularly unexpected findings
    - 1. **Rouff** offers that the nearly flat cost-per-capita finding was interesting
  - v. **Shea** asks about the assessment of the performance impact of various service areas, and observes that this seems hard to distinguish from the data
  - vi. **Rubenstein** remarks on the findings related to ACPS and HHS
  - vii. **Valenti** notes that it might be worthwhile to plot this against projected population growth
  - viii. The Commission discusses various measurements and what might be possible or feasible
  - ix. **Valenti** requests that a per-pupil spending number be added
    - 1. **Rouff** said he would ask ACPS about this
  - x. **Rouff** says he will take this feedback, and more over email, and continue to revise the report
  - xi. **Klein** says that the Commission will wait for the final report, and then finalize about submit our reflection memo. However, we can start working on the draft of that memo now, basing it off of the draft report. We will aim for a February delivery.
    - 1. **Rubenstein, Shea, McPike & Gullen** will work on this memo
- c. **Memo #5: Revenue Recommendations & Revenue Master Plan**
  - i. Klein reviews the history of this memo and its stated goal
  - ii. The commission discusses possible approaches to this memo
  - iii. The commission will hear from a revenue expert at the January meeting
  - iv. **Shea, Valenti & O'Connell** will work on this memo
  - v. **Rubenstein** asks city staff to share an analysis of the local impact of federal tax reform, once that analysis is complete

**VI. Adjournment:** **O'Connell** moved that the meeting be adjourned, **Gullen & Baker** seconded. The motion carried by unanimous voice vote. The meeting adjourned at 8:25 p.m.

**VII. Next Meeting:** January 16, 2018