

**City of Alexandria, Virginia**  
**BUDGET AND FISCAL AFFAIRS ADVISORY COMMISSION**  
**Regular Meeting**  
**Tuesday - January 16, 2018**  
**7 p.m.**  
**Alexandria City Hall**  
**Sister Cities, Room #1101**  
**301 King Street**  
**Alexandria, VA 22314**

**Summary Minutes**

**Commission Members:**

Ben Klein (Chair), Margaret Gullen, Kirk McPike, Jesse O'Connell, Leonard Rubenstein, Robert Shea, Joe Valenti

*Absent:* David Baker (excused), Martin Frost (excused), Skip Maginniss (excused), Kathy Stenzel (excused), Michael Wenk (excused)

*Vacant:* Representative for Councilman Wilson

**OMB Staff:**

Morgan Routt, Arthur Wicks

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

Kevin Greenlief, City of Alexandria Assistant Director of Finance – Revenue

**Agenda:**

- I. Call to Order: Klein** called the meeting to order at 7:04 with a quorum present.
- II. Approval of Minutes: McPike** noted a small edit and moved to approve the December 2017 minutes with that changes. **Gullen** seconded the motion. The motion carried by unanimous voice vote.
- III. Presentation: City Revenues Overview and Strategy: Kevin Greenlief** reviewed various aspects of the City's revenue collection strategy and operations.
  - a. Overview of the type of taxes and collection
  - b. Review of the 2017 summary report on collection data
    - i. Our collection percentage is in line with expectations for a AAA-rated city
    - ii. The city has begun to refer delinquent car taxes to an outside collection agency
      1. The commission engaged in a discussion regarding the details of that arrangement, probing the cost effectiveness and concerns about equity in particular.
  - c. Overview of the RADAR program

- i. Research And Discover All Registrants (RADAR) is a system to use public assistance to identify and investigate vehicles with out of state plates suspected to be unregistered with the City
    - ii. Program is the result of enforcing a statue passed by Council a few years ago
    - iii. Revenue target for the program is \$100,000
  - d. Short-Term Residential Rental Registry for Home Sharing Operators
    - i. Result of a new state law
    - ii. City is considering a VCA with AirBNB
    - iii. **Valenti** asks if the Office of Housing will monitor and report on impact on the rental market, should there be growth in the number of short-term rentals.
  - e. General discussion about City revenue

#### **IV. Review of BFACC Memos**

- a. **Memo #5: Revenue Recommendations & Revenue Master Plan**
  - i. Update on status of memo
  - ii. Topics for inclusion: information about current recovery approaches, comment on our approach to grant applications, emphasize a focus on commercial vacancies, explore zoning as a revenue tool, share examples of decisions that resulted in lost revenue (ie. a hotel project that converted to townhomes)

#### **V. OMB Report**

- a. **Routt** provided an update on current phase of budget development process
  - i. The most recent revenue projection showed a \$9m (1.3%) increase
- b. **Routt** shared an update on the ACPS budget process
  - i. Allocation of state money was higher than anticipated
  - ii. They have revised their increased request down to \$10m
  - iii. The CIP submission was aligned with task force recommendations
- c. Discussion of the 10-year impact report, and when that will be shared with Council.

**VI. Adjournment:** **Shea** moved that the meeting be adjourned, **Valenti** seconded. The motion carried by unanimous voice vote. The meeting adjourned at 9:00 p.m.

**VII. Next Meeting:** TBD, the group will be polled regarding availability