

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

**Summary Minutes**

**Commission Members:**

Ben Klein (Chair), Kathy Stenzel (Vice-Chair), David Baker, Margaret Gullen, Kirk McPike, H. Skip Maginniss, Leonard Rubenstein, Robert Shea, Joe Valenti, Michael Wenk

*Absent:* Martin Frost (excused), Jesse O’Connell (excused)

*Vacant:* Representative for Councilman Wilson

**OMB Staff:**

Morgan Routt, Arthur Wicks

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

Mark Jinks, City Manager

Stephanie Landrum, Alexandria Economic Development Partnership

Ryan Touhill, Alexandria Economic Development Partnership

Elliot Branch, Joint City/School Facilities Investment Task Force

Ericka Miller, BFAAC Nominee

**Agenda:**

- I. Call to Order:** Chair **Klein** called the meeting to order at 7:00 with a quorum present.
- II. Approval of Minutes:** **Gullen** noted a small edit. **Baker** moved to approve the January 2017 minutes with changes. **Gullen** seconded the motion. The motion carried by unanimous voice vote.
- III. Presentation: Alexandria Economic Development Partnership: Stephanie Landrum** reviewed various aspects of AEDP’s work and their focus areas for business attraction, development and retention.
  - a. General discussion about AEDP’s work and recent projects.
- IV. Presentation: Ad-Hoc Joint City/School Facilities Investment Task Force: Elliot Branch** reviewed the recommendations provided by the task force in their final report.
  - a. General discussion about the Task Force’s Recommendations to City Council and the School Board.

**V. Review of BFACC Memos**

**a. Memo: Review of the Ad Hoc Joint City-Schools Facility Investment Task Force**

- i. Discussion of second memo from BFAAC regarding the Task Force Recommendations
- ii. Vice Chair **Stenzel** recommended that another joint BFAAC-BAC subcommittee convene to see if a joint response could be drafted
  1. Committee members agreed that this was a good approach and Vice Chair **Stenzel** will take the lead on organizing subcommittee
  2. Committee members **Valenti and McPike** will also serve on subcommittee

**b. MEMO 4: Review of the staff assessment of the comparative and cumulative impact of budget cuts on the delivery of core City services**

- i. Discussion of current draft of memo and the updated report provided by staff.
- ii. Discussion of final recommendation included in memo. Committee members worked on language to ensure the use of performance measures to better measure the impact of the financial changes over time.
- iii. Discussion of when would be the best time to release BFAAC's response memo.
- iv. **Wenk** moved to approve the memo, with edits, and to release the memo along with the budget worksession materials that Council will receive for the February 20<sup>th</sup> worksession. Vice Chair **Stenzel** seconded the motion. The motion carried by unanimous voice vote.

**VI. OMB Report**

- a. **Rouff** provided an update on current phase of budget development process.

**VII. Adjournment: Gullen** moved that the meeting be adjourned, **McPike** seconded. The motion carried by unanimous voice vote. The meeting adjourned at 9:20 p.m.

**VIII. Next Meeting:** February 27, 2018, at 7:00 p.m. Sister Cities Room #1101, City Hall