

**City of Alexandria, Virginia**  
**BUDGET AND FISCAL AFFAIRS ADVISORY COMMISSION**  
**Regular Meeting**  
**Monday – April 9, 2018**  
**7 p.m.**  
**Alexandria City Hall**  
**Conference Room #2000**  
**301 King Street**  
**Alexandria, VA 22314**

**Summary Minutes**

**Commission Members:**

Ben Klein (Chair), Kathy Stenzel (Vice Chair), Margaret Gullen, Skip Maginniss, Jesse O’Connell, Leonard Rubenstein, Robert Shea, Joe Valenti, Michael Wenk

*Absent:* David Baker (excused), Martin Frost (excused), Kirk McPike (excused), Ericka Miller (unexcused)

**OMB Staff:**

Morgan Routt, Arthur Wicks

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

None

**Agenda:**

- I. Call to Order:** Chair **Klein** called the meeting to order at 7:03 with a quorum present.
- II. Approval of Minutes:** **Valenti** noted a clarification related to marketing investments included in the Proposed CIP. **Gullen** moved to approve the minutes, with edits. **Shea** seconded the motion. The motion carried by unanimous voice vote.
- III. Review of Final Draft of BFAAC Recommendations on Proposed Budget**
  - a. **Klein** introduced the discussion and offered an overview of the current draft
  - b. The commission reviewed the Revenue section of the report and offered edits
    - i. **Maginniss** shares the language of the 2007 recommendation for a Revenue Master Plan
    - ii. The commission discusses the necessity of a single City staffer that “owns” the revenue issue and can coordinate across offices
    - iii. The commission determines that this section of the report should emphasize the necessity of a Revenue Master Plan
  - c. The commission reviewed the Policy/Process section of the report and offered edits
  - d. The commission will send addition edits to **Klein** as well as any missing footnotes
    - i. If citations from previous BFACC reports are necessary, those requests should be sent to **Gullen**

- e. **O'Connell** moved to approve the report as final, pending the edits as discussed. **Wenk** seconded the motion. The motion carried by unanimous voice vote.

**IV. Update on Joint Ad-Hoc BFAAC/BAC Committee**

- a. **Stenzel** reviewed the most recent meeting, which several other BFAAC members attended
- b. **Stenzel** reviewed the upcoming approval timeline of the ad-hoc committee report

**V. OMB Report**

- a. **Rouff** recapped the recent budget work sessions
  - i. The compensation discussion is complicated and is being tackled across several work sessions, with multiple groups developing recommendations
- b. **Rouff** reviewed upcoming schedule of work sessions
- c. **Rouff** previewed the upcoming add/delete process

**VI. Adjournment: Shea** moved that the meeting be adjourned, **O'Connell** seconded. The motion carried by unanimous voice vote. The meeting adjourned at 8:41 p.m.

**VII. Next Meeting:** April 18, 2018