

**City of Alexandria, Virginia**  
**BUDGET AND FISCAL AFFAIRS ADVISORY COMMISSION**  
**Monthly Meeting**  
**Wednesday, January 19, 2021**  
**7 p.m.**  
**ZOOM call due to COVID 19 per City Guidelines**

**Summary Minutes**

**Commission Members:**

Jesse O'Connell (Chair), Kathy Stenzel (Vice Chair), Janet Blair-Fleetwood (Secretary), Christopher Ferrara, Amy Friedlander, Paul Igasaki, Ben Klein, Nicholas Lee, Skip Maginniss, Kirk McPike, Robert Rapanut, Deb Roepke, Joe Valenti

**OMB Staff:**

Morgan, Routt, Arthur Wicks

**Agenda:**

1. **Call to Order: Chair O'Connell** called the meeting to order at 7:03 with a quorum present.
2. **Approval of the Minutes from December 9, 2020 meeting:** Lee moved to approve the minutes, **Valenti** seconded the motion. The motion carried by unanimous voice vote.
3. **BFAAC Budget Process and COVID-19 Response Review: Vice Chair Stenzel** reviewed the current memorandum explaining the intent is to urge flexibility in the City's budget response. The City should actively review staffing realignments and policy changes made as a result of the COVID-19 response in making budget recommendations. BFAAC recognizes the City response was great and allowed for quick policy and regulation changes that helped reduce the pandemic's impacts. Committee members also discussed BFAAC recommendations on use of the Spendable Fund Balance as well as the potential City response to flooding issues. **Vice Chair Stenzel** said she would update the document to incorporate the discussion and send it out for final comments with the intent of submitting to the City Council the week of January 25, 2021. **Lee** moved to approve the document with the changes to be made, **Blair-Fleetwood** seconded. The Committee approved the motion.
4. **OMB Report: Routt** explained that the City is making plans in case additional Stimulus funding from the Federal government is made available in the next few months. He also explained that the shortfall outlined in the early budget documents were the worst case scenario and the City continues to review the situation to determine the actual need and impacts of the pandemic.
5. **Adjournment: Lee** moved that the meeting be adjourned, **Blair-Fleetwood** seconded. The motion carried by unanimous voice vote. The meeting was adjourned at 8:03 p.m.
6. **Next Meeting:**
  - a. Regular Monthly Meeting, Tuesday, February 25, 2021.