

*City of Alexandria, Virginia*

MEMORANDUM

DATE: APRIL 4, 2024

TO: CHAIR AND MEMBERS OF THE PLANNING COMMISSION

FROM: MORGAN ROUTT, DIRECTOR, OFFICE OF MANAGEMENT AND BUDGET *Morgan Routt*

SUBJECT: TRANSMITTAL OF THE PROPOSED FY 2025 - FY 2034 CAPITAL IMPROVEMENT PROGRAM FOR REVIEW BY THE PLANNING COMMISSION

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Attached (via hyperlink, noted as Attachment 1) you will find the Proposed FY 2025 - FY 2034 Capital Improvement Program (CIP) for review at your April 4, 2024 meeting. The Planning Commission is requested to review the proposed capital improvement projects with regard to the consistency of these proposed projects with the City's master plan. This is pursuant to Section 6.14 of the City Charter, which states "the City Manager shall obtain and transmit to the Council the advisory recommendations of the Planning Commission with regard to the consistency of proposed capital improvement projects with the master plan and the priority and timing of those projects in comparison to the elements in the master plan."

Subsequent to the City Manager's release of the Proposed Operating and Capital Budgets on February 27, 2024, a work session was held on February 28, 2024 to begin City Council's deliberation of the CIP. Additionally, responses to budget questions submitted by City Councilmembers on operating and capital budget issues will be provided as completed. "FY 2025 Budget Questions and Answers" are posted and available for review on the Office of Management and Budget (OMB) page of the City's website (<http://alexandriava.gov/Budget>).

The results of the Commission's review are requested prior to the preliminary add/delete work session of City Council, which is scheduled for April 24, 2024. Please feel free to contact Morgan Routt, Budget Director at (703) 746-3744, or via e-mail at [morgan.routt@alexandriava.gov](mailto:morgan.routt@alexandriava.gov), if you have any questions regarding the proposed projects included in the CIP.

For your information, City Council set the dates noted in Attachment 2 for consideration of the FY 2025 budget, including the Proposed FY 2025 - 2034 CIP. Staff presentations and video recordings of the meetings that have already occurred are available in the Archive on the City Dockets & Webcasts website ([https://alexandria.granicus.com/ViewPublisher.php?view\\_id=57](https://alexandria.granicus.com/ViewPublisher.php?view_id=57)).

Attachments

Attachment 1: FY 2025 – 2034 Proposed Capital Improvement Program (CIP) -

<https://www.alexandriava.gov/budget/fy-2025-proposed-operating-and-cip-budget-documents>

Attachment 2: FY 2025 Budget Calendar and Work Sessions

cc: Emily Baker, Deputy City Manager  
Karl Moritz, Director, Planning & Zoning  
Jeff Farner, Deputy Director, Planning & Zoning  
Carrie Beach, Division Chief, Planning & Zoning  
Arthur Wicks, Capital Improvement Program Manager  
Julia Taylor, Budget Management Analyst for CIP

**Attachment #2**  
**FY 2025 Budget Calendar and Work Sessions**

\*All meetings have hybrid access. Virtual access information can be found on the City's website.

**Tuesday, February 27 – FY 2025 Proposed Budget Presentation City Council**

7:00 p.m. – City Hall, Council Chambers, 301 King Street

**Wednesday, February 28 – Budget Work Session #1: City & ACPS Capital Improvement Program (CIP)**

7:00 p.m. – ACPS, 1340 Braddock Place

**Thursday, February 29 – FY 2025 Proposed Budget Public Presentation**

7:00 p.m. – Beatley Library, 5005 Duke Street

**Wednesday, March 6 – Budget Work Session #2: ACPS**

7:00 p.m. – ACPS, 1340 Braddock Place

**Monday, March 11 – Budget Public Hearing**

5:30 p.m. – City Hall, Council Chambers, 301 King Street

**Tuesday, March 12 – Set the Maximum Property Tax Rates**

7:00 p.m. – City Hall, Council Chambers, 301 King Street

**Wednesday, March 13 – Budget Work Session #3: Safe, Secure and Just**

7:00 p.m. – City Hall, Sister Cities Room 1101, 301 King Street

**Saturday, March 16 – Budget Public Hearing**

9:30 a.m. – City Hall, Council Chambers, 301 King Street

**Wednesday, March 20 – Budget Work Session #4: Central Services, Communications, and Cultural Affairs**

7:00 p.m. – City Hall, Sister Cities Room 1101, 301 King Street

**Wednesday, April 3 – Budget Work Session #5: Development & Infrastructure, Public Service, Community Well-Being, and BFAAC**

7:00 p.m. – City Hall, Sister Cities Room 1101, 301 King Street

**Saturday, April 13 – City Council Public Hearing**

9:30 a.m. – City Hall, Council Chambers, 301 King Street

**Wednesday, April 24 – Tax Rate Public Hearing**

5:30 p.m. – City Hall, Council Chambers, 301 King Street

**Wednesday, April 24 – Budget Work Session #6: Preliminary Add/Delete**

6:00 p.m. – City Hall, Council Chambers, 301 King Street

**Monday, April 29 – Budget Work Session #7: Final Add/Delete**

7:00 p.m. – City Hall, Sister Cities Room 1101, 301 King Street

**Wednesday, May 1 – Budget Adoption / Tax Rate Adoption**

6:00 p.m. – City Hall, Council Chambers, 301 King Street

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