

**City of Alexandria  
Meeting Minutes  
Wednesday, November 12, 2025 6:00 PM  
City Hall City Council Chambers  
City Council Legislative Meeting**

\*\*\*\*\*

Present: Mayor Alyia Gaskins, Vice Mayor Sarah R. Bagley, Members of Council Canek Aguirre, John Taylor Chapman, Abdel Elnoubi, Jacinta E. Greene, and R. Kirk McPike.

Absent: None.

Also Present: Mr. Parajon, City Manager; Ms. Cordell Ivery , City Attorney; Ms. Garvey, Director, Department of Community and Human Services; Ms. Landrum, CEO, Alexandria Economic Development Partnership; Mr. Lambert, Deputy City Manager; Ms. Baker, Deputy City Manager; Ms. Predeoux, Deputy City Manager; Ms. Christenson, Deputy City Manager; Ms. Orr, Deputy Director, Transportation and Environmental Services; Mr. Smith, ITS; Ms. Demeke, ITS; Mr. Mansoor, ITS; and Police Sgt. Jones.

Recorded by: Gloria Sitton, City Clerk and Clerk of Council.

\*\*\*\*\*

**I. OPENING**

1. Calling the Roll.

Mayor Gaskins called the meeting to order and the City Clerk called the roll. All members of Council were present.

2. Approval of Electronic Participation Resolution. (if needed)

Not needed.

3. Closed Session. (if needed)

Executive Session - VA Code 2.2-3711(A)(6). Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the City would be adversely affected. [ROLL-CALL VOTE]

**WHEREUPON**, upon motion by Councilman Aguirre, seconded by Councilman Chapman and carried unanimously, City Council convened in closed executive session at 6:02 p.m., pursuant to Virginia Code section 2.2-3711(A)(6) and (A)(8), to discuss or consider the investment of public funds where competition or bargaining is involved and consultation with

legal counsel regarding specific legal matters pertaining to the enforcement of immigration laws requiring the provision of legal advice by such counsel. The vote was as follows: Mayor Gaskins, Vice Mayor Bagley, Councilman Aguirre, Councilman Chapman, Councilman Elnoubi, Councilwoman Greene, and Councilman McPike; Opposed, none.

**WHEREUPON**, upon motion by Councilman Aguirre, seconded by Councilman Chapman and carried unanimously, City Council reconvened in open session at 7:05 p.m. The vote was as follows: Mayor Gaskins, Vice Mayor Bagley, Councilman Aguirre, Councilman Chapman, Councilman Elnoubi, Councilwoman Greene, and Councilman McPike; Opposed, none.

## **II. Opening Matters.**

### **4. Moment of Silence and Pledge of Allegiance.**

City Council observed a moment of silence and recited the Pledge of Allegiance.

## **III. Proclamations and Recognitions.**

### **5. Presentation of a Proclamation recognizing November as Epilepsy Awareness Month.**

**WHEREUPON**, upon motion by Councilman McPike, seconded by Councilman Elnoubi and carried unanimously, City Council endorsed the proclamation. The vote was as follows: In favor, Mayor Gaskins, Vice Mayor Bagley, Councilman Aguirre, Councilman Chapman, Councilman Elnoubi, Councilwoman Greene, and Councilman McPike; Opposed, none.

## **IV. Oral Reports.**

City Council on Boards, Commissions, and Committees

### **6. Oral Reports from Members of City Council on Boards, Commissions, and Committees:**

#### **\*Northern Virginia Transportation Commission (NVTC) (Councilman Aguirre and Vice Mayor Bagley)**

Vice Mayor Bagley reported that there was an overview of transit ridership in Northern Virginia, highlighting ridership on the DASH bus system. Vice Mayor Bagley reported that WMATA has Tap, Ride, Go to their Metrobuses allowing credit and debit card uses. Vice Mayor Bagley reported that the groundbreaking was held for the projects based out of Alexandria's Amtrak station. Vice Mayor Bagley reported that the rest of the discussion centered around SJ28 as it relates to DMVMoves

#### **\*Legislative Subcommittee (Mayor Gaskins and Councilman McPike)**

Mayor Gaskins reported the Legislative Subcommittee meeting was canceled.

### **7. City Council General Updates**

Councilman Aguirre congratulated the Northern Virginia Health Foundation on

celebrating their 20<sup>th</sup> anniversary.

Councilman Aguirre reported that he and his colleagues attend the Annual Employee Award Ceremony for city employees at the Masonic Temple.

Councilman Aguirre reported that he and his colleagues attended the Veterans Employee Appreciation Ceremony.

Councilman Aguirre reported that he and other Council members attended the ribbon cutting and reopening of Freedom House in Old Town.

Councilman Aguirre reported that he attended the closing event for Breaking Water, the art installation on the Waterfront.

Councilman Aguirre reported that he attended the groundbreaking ceremony for the Samuel Madden homes today.

Mayor Gaskins mentioned the reopening of the Freedom House Museum and the attendance of students at Gonzaga who have conducted research and how the museum is a demonstration of the accurate telling of slavery's history in Alexandria.

Mayor Gaskins reported that Momentum Collective will begin their next production of Annie, Jr., here in Alexandria.

Mayor Gaskins reported that there was a ruling from the Circuit Court in favor of the City in the motion for summary judgment as it relates to Zoning For Housing.

#### City Manager's Oral Report

#### 8. State of the Economy

City Manager Parajon reported on the economic indicators as it relates to the City's economic and he gave some information on the Federal government shutdown and how it is impacting Alexandria and the region.

#### V. Action Docket

#### Roll-Call Consent Items (9-20)

#### 9. Reading and Acting Upon the Minutes of the Following Meetings of City Council:

- The Regular Meeting Minutes of September 30, 2025.
- The Regular Meeting Minutes of October 14, 2025.
- The Special Meeting Minutes of October 15, 2025; and
- The Public Hearing Meeting Minutes of October 18, 2025.

(A copy of the above minutes is on file in the City Clerk and Clerk of Council: marked Item No. 8; 11/12/25. and is incorporated as part of this record by reference.)

#### 10. Receipt of the following resignations from Members of Boards, Commissions, and

Committees:

- a) Beautification Commission  
Kevin Fisher
- b) Budget and Fiscal Affairs Advisory Committee  
Michelle Millben
- c) Commission for Women  
Kendra Green  
Allison Heiser
- d) Commission on Employment  
Lee Burbage
- e) Community Policy and Management Team  
Christopher Bishop
- f) Environmental Policy Commission  
Ben Cuddy
- g) Traffic and Parking Board  
Lavonda Bonnard

(A copy of the above resignations is on file in the Office of the City Clerk and Clerk of Council, marked Item No. 10 (a-g); 11/12/25, and is incorporated as part of this record by reference.)

10. City Council received the following resignations with regret from members of boards, commissions, and committees: (a) Kevin Fisher, Beautification Commission; (b) Michelle Millben, Budget and Fiscal Affairs Advisor Committee; (c) Kendra Green and Allison Heiser, Commission for Women; (d) Lee Burbage, Commission on Employment; (e) Christopher Bishop, Community Policy and Management Team; (f) Ben Cuddy, Environmental Policy Commission; and (g) Lavonda Bonnard, Traffic and Parking Board.

11. City Council made the following appointments to City boards, commissions, and committees: (a) appointed Carlos L. Bethencourt as the homeowner in the city to the Alexandria Housing Affordability Advisory Committee; (b) appointed Lester M. Simpson as the member designated by City Council as representative (Councilwoman Greene) to the Budget and Fiscal Affairs Advisory Committee; (c) appointed Abigail Wesson as a member designated by City Council as a representative (Mayor Gaskins) to the Children, Youth and Families Collaborative Commission; (d) reappointed Betel Aklilu as representative from a recognized area business including minority-owned and small businesses to Commission on Employment; (e) appointed Randal Williams as the representative from Budget and Fiscal Affairs Advisory Committee and appointed Nathan G. Zencey as the member designated by City Council as a representative to Commission on Information Technology; (f) appointed Sarah Radt and Alex Sprague as the two citizen members to the Commission on Persons with Disabilities; (g) appointed LaShella Hall as the representative of business industry, labor, religion, welfare or other private groups and interests certified by the commission to the Economic Opportunities Commission; (h) reappointed Russell Simonaro as tourism and business community

representative to the Historic Alexandria Resources Commission; (i) reappointed Eric Compton as the citizen member to the Sister Cities Committee; (j) appointed Shawna Gary as the citizen member to the Social Services Advisory Board; and (k) reappointed Sydney Smith as the representative from the Founders Park Community Association to the Waterfront Commission.

12. City Council requested that the City Clerk remove the following members from City boards, commissions, and committees for failure to meet the 75% attendance requirements: (a) Karen Fassi Wilbur and Sydney Johnson, Alexandria-Caen Sister City Committee; (b) Cassandra Lewis, Alexandria Gang Prevention Community Task Force; (c) Joy Kone, Commission on Aging; and (d) Erin Rauner; Sister Cities Committee.

13. City Council: (1) accepted the transfer of the collection from Goodwin and Associates to the city; (2) authorized the City Manager, in coordination with Goodwin and Associates, to establish clear legal title to the collection; and (3) authorized the City Manager to execute all documents that may be required to finalize acceptance and ownership to the City.

The resolution reads as follows:

**RESOLUTION NO. 3331**

**RESOLUTION** authorizing the City Manager to Accept  
**A COLLECTION FROM** Goodwin and Associates  
**TO THE OFFICE OF HISTORIC ALEXANDRIA**

**WHEREAS**, pursuant to Section 2.02 (e) of the Charter of the City of Alexandria (1950), as amended, City Council has the authority to accept gifts and donations; and

**WHEREAS**, Virginia's undocumented property law (Chapter 26, § 55.1-2606) allows the title to be claimed five years after receiving the collection, starting with public notice in local newspapers;

**NOW, THEREFORE, BE IT RESOLVED THAT CITY COUNCIL OF  
THE CITY OF ALEXANDRIA VIRGINIA HEREBY:**

1. Accepts the transfer of the collection from Goodwin and Associates to the City; and
2. Authorizes the City Manager, in coordination with the Goodwin and Associates, to establish clear legal title to the collection; and
3. Authorizes the City Manager to execute all documents that may be required to finalize acceptance and ownership of the collection to the City.

14. City Council: (1) received the listings of delinquent local property taxes; (2) authorized the Director of Finance to write-off uncollected tax balances for tax year 2024 less than twenty dollars each, totaling \$6,997 as of June 30, 2025, for which the Director of Finance has determined that the cost of collecting such balances would exceed the recoverable amount, provided that the Director of Finance will not include any balance for which he has

reason to believe the taxpayer has intentionally paid less than the amount due and owed; and (3) authorized the Director of Finance to destroy records associated with taxes paid in calendar year 2019 and prior years in accordance with Code of Virginia ?58.1-3129(A).

15. City Council adopted a resolution confirming the appointment of Sarah Miller Espinosa to serve as the City Labor Relations Administrator for collective bargaining for four-year term.

The resolution reads as follows:

**RESOLUTION NO. 3332**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALEXANDRIA, VIRGINIA  
CONFIRMING THE APPOINTMENT OF SARAH MILLER ESPINOSA BY THE CITY  
MANAGER TO THE POST OF LABOR RELATIONS ADMINISTRATOR TO A FOUR-  
YEAR TERM PERIOD**

**WHEREAS**, on April 17, 2021, the City Council of Alexandria, Virginia, adopted Ordinance No. 5336, amending the City Code to add a new Article E to Title 2, Chapter 5, providing for the appointment of a Labor Relations Administrator for the administration of this ordinance; and

**WHEREAS**, pursuant to the City Code, a list of nominees was jointly agreed upon and submitted to the City Manager by representatives of those employee organizations representing bargaining units permitted by this article and designees of the City Manager; and

**WHEREAS**, the City Manager has selected for appointment the Labor Relations Administrator from the list of nominees jointly submitted; and

**WHEREAS**, pursuant to Section 2-5-73 of the City Code, the City Manager has submitted the nominee to the City Council for confirmation;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Alexandria, Virginia, that:

- 1) The City Council hereby confirms the appointment of Sarah Miller Espinosa as the Labor Relations Administrator for the City of Alexandria, Virginia, for a four-year term period.

This Resolution is effective immediately upon its adoption by the City Council.

16. City Council adopt the FY 2027 Budget Guidance Resolution. This resolution will provide guidance to the City Manager to be used in the preparation of the Proposed FY 2027 Operating Budget and Proposed FY 2027 to FY 2036 Capital Improvement Program to be presented on February 24, 2026, for City Council consideration.

The resolution reads as follows:

## RESOLUTION NO. 3333

### Setting Guidance for FY 2027 General Fund Operating Budget and Capital Improvement Program for FY 2027 to FY 2036

**WHEREAS**, the City Council of Alexandria will pass a resolution establishing Council's process for formulating the Operating Budget and the Capital Improvement Program (CIP) and requires that City Council set budget guidance for the City Manager and the School Board for the FY 2027 budget; and

**WHEREAS**, the City will seek input into the development of the FY 2027 budget; and

**WHEREAS**, the City Council's budget deliberations and annual spending decisions should reflect a balancing of the Strategic Priorities adopted by the City Council in March of calendar year 2022 and updated in January 2025; and

**WHEREAS**, those services directly supporting the Adopted Strategic Priorities and the corresponding business plans are considered for funding support and evaluated and prioritized through the lens of equity, environmental justice, civility, transparency, respect and service; and

**WHEREAS**, the Office of Management and Budget and the Racial Equity Office have adopted the use of a Budget Equity Tool to evaluate all departmental supplemental requests and reduction budget items using a scoring rubric; and

**WHEREAS**, the City Council is committed to continuously improving the efficiency and effectiveness of City government and expects the City Manager, City staff and all organizations that receive City budget dollars to focus on achieving service outcomes and providing programs that benefit the community and its residents to advance equity, environmental justice, civility, transparency, respect and service; and

**WHEREAS**, the City Council is committed to the goal of continuing to provide core services expected of a municipal government including the provision and maintenance of the City's facilities and capital infrastructure; and

**WHEREAS**, the City Council will make budgetary changes that support maintaining the City's 'AAA'/'Aaa' bond ratings; and

**WHEREAS**, the City Council acknowledges that the resources required to achieve the goals of their Adopted Strategic Priorities, various other adopted Strategic Plans and Master Plans, and other emerging priorities must be balanced with the tax responsibility placed upon residents and businesses; and

**WHEREAS**, the City Council recognizes the need to measure the impact of programs and against expected outcomes, to deemphasize or eliminate programs that do not yield those outcomes desired, and to identify efficiencies wherever possible; and

**WHEREAS**, the City Council desires to emphasize a multi-year perspective for budget decision making and for long-range fiscal planning; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALEXANDRIA  
THE FOLLOWING:**

- (a) **Operating Expenditures:** The City Manager shall propose for Council consideration a proposed operating base budget that demonstrates fiscal prudence, honors prior commitments, and preserves essential services while aligning with City Council's priorities. The City Manager may consider maintaining the real estate tax rate at its current level or proposing a real estate tax rate increase, with recommendations on how additional funding should be prioritized.
- (b) **Two-Year Presentation of Operating Revenue/Expenditures:** The City Manager's proposed Operating Budget shall include estimates of all operating revenues and expenditures for the proposed Fiscal Year 2027 and the subsequent Fiscal Year 2028.
- (c) **Taxes, Fees, Fines and Service Charges:** In funding the proposed budget, the City Manager may consider changes to tax rates, tax designations/reservations, fees/fines/service charges that are equitable, fair and administratively feasible provided that these proposals are observant of the constraints imposed by the Code of Virginia. Such changes can only be considered where they advance the priorities of the Council as stipulated in this resolution, through Legislative Sessions, adopted master plans, and policies, or the Council Retreat and Work Sessions. The City Manager may consider maintaining the real estate tax rate at its current level or proposing a real estate tax rate increase, with recommendations on how additional funding should be prioritized.
- (d) **Cost Saving Measures:** The City Manager shall, in the proposed operating budget, continually identify and propose cost saving measures and efficiencies of at least one percent and consider reduction of service levels where the performance exceeds the level required by the community, where the current level of service is not a strategic priority, or where performance, over time, has not achieved the desired outcomes.
- (e) **Use of Surplus:** The City Manager may recommend use of prior-year surplus funds first to ensure that the Capital Improvement Program includes sufficient cash capital funding, then to address one-time or manageable ongoing costs that positively impact expected goals.
- (f) **CIP:** The proposed FY 2027 through 2036 CIP shall incorporate the following:
  - 1. Compliance with the City's adopted Debt Related Financial Policy Guidelines for any debt issuance planned for FY 2027 through FY 2036;

2. Consistency with the City's adopted cash capital investment policy of a General Fund cash capital transfer of no less than 2.0% with the goal of funding the FY 2027 General Fund cash capital reflected at least at the level in the current adopted CIP;
3. The optional use, as determined by the City Manager, of an additional General Fund operating budget surplus from FY 2026, if any, as commitment for capital projects in FY 2027 and beyond;
4. Specific descriptions of projects that can be funded within recommended levels of funding, their associated operating costs, estimated for all years of the CIP, and a description of the process used to prioritize which projects were included in the proposed CIP funding levels;
5. Continued funding for City and ACPS facility projects based in part on the recommendations of the Ad Hoc Joint City-Schools Facility Investment Task Force.
6. Identification of projects where the use of a project labor agreement may be practicable. The City will evaluate all capital projects with a construction budget of more than \$35 million with the intent of using a project labor agreement.
  1. Proposed CIP shall include further analysis and considerations for the use of project labor agreements including evaluation of project labor agreement parameters such as including local preferences and Small Women-Owned and Minority (SWaM) contractors

(g) **ACPS Funding:** That (1) the Alexandria City Public Schools is requested by City Council to submit a budget proposal that indicates the level of service to be provided at the City Manager's target operating transfer increase of no more than one and a half percent and debt service funding required to fund the FY 2027-FY 2036 CIP, (2) the Alexandria City Public Schools is requested by City Council to articulate in general categories and prioritize any City FY 2027 appropriation requests above the one and a half percent operating budget transfer target, (3) the City Manager shall develop options for recommend funding of proposed public school capital needs for the FY 2027 - FY 2036 time period that does not exceed the levels of funding for school capital needs that was included in the previously approved FY 2026 - FY 2035 City Council capital improvement program. The City Manager may recommend reductions or deferrals to these previously approved funding levels, in consultation with schools staff, that reflect the readiness of previously planned projects. The Alexandria City Public Schools is requested by City Council to provide the funding and timing implications of using the Cora Kelly project to address middle school capacity concerns. (4) the City Manager shall recommend ACPS capital project debt service in the FY 2027 proposed budget and include such amount as a separate element of the total recommended FY 2027 budget for the ACPS, and (5) the Alexandria City Public Schools is strongly encouraged by City Council to evaluate all capital projects with an anticipated construction contract value of \$35 million or higher for the feasibility of utilizing a project labor agreement, with the intent of using a project labor agreement if deemed feasible.

- (h) **Partner Agencies:** Organizations outside the City government that receive funding support from the City should limit requests for base budget increases to non-discretionary items only and should self-fund requests for additional resources. Partner Agencies should demonstrate an alignment of their efforts with accomplishments of the City's strategic priorities and evaluate existing base budgets to identify efficiencies and cost saving measures equivalent to one percent of base budgets. Partner Agencies should provide a level of base budget detail equivalent to that provided by internal city departments.
- (i) **Civic Engagement:** As part of the proposed budget development process, staff should seek public input on the priorities used to formulate the budget through the collection of community comments via the budget website prior to the City Manager's final decision making for and presentation of the proposed budget and CIP.
- (j) **Alignment with Council Priorities:** The City Manager shall provide the City Council with an overview of how the proposed budget prioritizes investments in equity, environmental justice, civility, transparency, respect and service and include the scored results of the Budget Equity Tool process, in the budget document, for the transparent evaluation of equity impacts in our final decision.

17. City Council adopt the proposed resolution establishing the process to be used to adopt the FY 2027 Operating Budget and the FY 2027 to FY 2036 Capital Improvement Program.

The resolution reads as follows:

**RESOLUTION NO. 3334**

**Budget Resolution Establishing the Process to be Used to Adopt the FY 2027 Operating Budget and the FY 2027 to FY 2036 Capital Improvement Program**

**WHEREAS**, the Alexandria City Council wishes to establish policies to guide upcoming budget deliberations to ensure responsible actions with current economic resources; and

**WHEREAS**, resolution No. 3259 previously adopted by City Council has now expired, or will soon expire; and

**WHEREAS**, City Council believes that flexibility is needed for both the preparation and evaluation of expense items as well as with regard to diversifying the sources of revenue available to fund the General Fund Operating Budget; and

**WHEREAS**, City Council's deliberations on the budget each year reflect a balancing of the needs of the community with the community's ability to afford services to meet those needs; and

**WHEREAS**, City Council desires to provide the core services expected of a municipal government and to continue to provide quality services and facilities for the residents and businesses of Alexandria, but understands that economic reality will require significant trade-offs between services and revenues: and

**WHEREAS**, City Council is committed to managing the cost of City General Fund operating and capital expenditures in order to properly balance the tax burden placed on the community; and

**WHEREAS**, City Council is committed to achieving the vision and strategic goals, long term outcomes, objectives, and initiatives as outlined in the City Council's Adopted Strategic Priorities; and

**WHEREAS**, City Council desires to allow for a thoughtful and deliberate budget process given the budget's complexity and importance.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Alexandria, Virginia, that the Council shall, for the purposes of consideration of the Budget for the City of Alexandria, adopt this resolution and adhere to the following rules of procedure:

**Section (a) The City Manager's Budget Submission to City Council and the Setting of Budget Guidance by City Council**

(1) That the City Manager shall plan and prepare the proposed Operating Budget and proposed ten-year Capital Improvement Program and that such preparations shall include those programs and resources necessary to achieve the City Council's Adopted Strategic Priorities.

(2) That the City Manager shall present to City Council a preliminary forecast and outlook for (a) revenues and (b) expenditures necessary to maintain existing services and policies (including the City Manager's forecast of cash capital and debt service costs related to the most recently approved Capital Improvement Program).

(3) That City Council shall direct that the City Manager prepare a budget resolution to be adopted by City Council to guide the preparation of the upcoming Operating Budget and next Capital Improvement Program.

(4) That the City Manager shall submit a proposed Operating Budget and Capital Improvement Program to the City Council. Such budget shall meet any guidance for General Fund revenues and expenditures established by City Council.

**Section (b) The Budget Submission to City Council by the Alexandria Public Schools (ACPS)**

(5) That the Alexandria City School System (ACPS) shall separately present to City Council, but in a format coordinated with the City Manager, its preliminary forecast and outlook for (a) expenditures necessary

to maintain appropriate services and policies, (b) the outlook for additional requests for Schools operating in the upcoming fiscal year and capital needs through the upcoming fiscal year and the succeeding 9 years, (c) projected ACPS capital related debt service for the upcoming fiscal year, (d) the outlook for possible budget reductions and increases in fees, fines and charges for services, (e) the outlook for Federal and State grants, and the costs of meeting unfunded Federal and State mandates, both current mandates and projected new mandates.

(6) That the Board of the Alexandria City Public Schools is requested to adopt a Capital Improvement Program no later than December 18, 2025, and an Operating Budget no later than February 19, 2026, so that any request may be considered by City Council in parallel with the City Manager's proposed operating budget and Capital Improvement Program. If the ACPS budget request exceeds or otherwise does not comply with any guidance regarding fiscal limitation provided by City Council to ACPS, then ACPS shall clearly identify what operating programs and activities would be funded if additional funding were provided.

### **Section (c) Actions of City Council Concerning the Budget Submissions of the City Manager and the Alexandria Public Schools (ACPS)**

(7) That as part of a preliminary forecast of assessments and expenditures provided by the City Manager, City Council will consider this information and any other relevant information available to it at that time including the comments of residents provided via a public hearing or other public input opportunities.

(8) That the Council shall hold two budget public hearings on the City Manager's proposed budget in the month following the budget submission by the City Manager and should reserve time for public comment at a public hearing once the Preliminary Add/Delete list of City Council Budget Proposals and technical adjustments by the Office of Management and Budget has become available and distributed to the community. Any additional public hearing shall not conflict with or serve in place of a public hearing regarding the establishment of an effective tax rate as required by the Code of Virginia. Council shall also hold a series of budget work sessions in which the public may attend in-person or virtually to listen as the body discusses topics and questions related to the budget. These work sessions will take place after the City Manager's proposed budget and prior to the adoption of the Operating Budget and Capital Improvement Program. Finally, all budget questions from members of Council shall be submitted to staff by March 30, 2026, for response as soon as feasible. These questions and answers shall be posted on the City of Alexandria's Management and Budget website along with existing budget resources.

(9) That Council directs City staff to organize at least one public

meeting to present the budget to interested residents and solicit input. Additionally, City staff shall provide an opportunity for residents and organizations to submit written budget comments to the Council in lieu of or in addition to participation in public meetings. The written budget comments should be submitted via the City of Alexandria's Management and Budget website.

(10) That Council directs City staff to prepare motions for adoption of the Operating Budget and Capital Improvement Program and a summary of decisions made in the Preliminary or Final Add/Delete work session following the work session. Those motions and the summary of final decisions shall be released for public review no later than 24 hours prior to the scheduled adoption.

(11) That City Council shall consider these proposals and endeavor to enact an Operating Budget and Capital Improvement Program that balance the needs of the community with the community's desire and ability to pay for services to meet those needs.

(12) That City Council plans to adopt such a budget resolution.

#### **Section (d) Proposed Budget for the City of Alexandria**

(13) For purposes of this resolution, the proposed budget of revenue rates and expenditure levels for the fiscal year shall be that proposed by the City Manager.

(14) For purposes of this resolution, the Office of Management and Budget shall provide revenue and/or expenditure projections for any motion or amendment that could affect the proposed budget specified in Section (a) (2).

#### **Section (e) Maximum Expenditure Levels May Not Exceed Sum of Projected Revenue and Appropriation from Fund Balance in Proposed Budget**

(15) It shall not be in order in the Alexandria City Council to consider any motion or amendment to the proposed budget of the City of Alexandria if:

(i) there has not been a Budget Memo or formal information request submitted that relates to the specific item proposed for consideration or a Council discussion of the proposal during a budget work-session or public hearing has not occurred; and

(ii) any such motion or amendment that has the effect of increasing any specific budget expenditures proposed by the City

Manager or would have the effect of reducing any specific revenue proposed by the City Manager unless such motion or amendment provides for a specific offset of either expenditure or revenue and ensures the maintenance of the fiscal balance of the proposed budget; and

(iii) such motion or amendment is not provided in the form of a City Council budget proposal submitted to the Office of Management and Budget (OMB) or an OMB technical adjustment at least 20 days prior to the adoption of the budget in accordance with the FY 2027 Rules of Engagement for the Add/Delete Process.

(16) In the Alexandria City Council, any appropriation from the Fund Balance or any like account beyond that proposed in the Manager's proposed budget shall require an affirmative vote of five Council Members.

#### **Section (f) Actions of City Council Concerning the Add/Delete Process**

(17) The City Council shall adhere to the following Add/Delete Rules of Engagement for amending and adopting the final budget. These Rules of Engagement were first adopted for use during the FY 2016 budget process and continued in each of the subsequent budget processes:

(i) Continue use of the add/delete spreadsheet that was produced by OMB prior to the FY 2016 budget process and reintroduced in the FY 2017 budget process.

(ii) A City Council Budget Proposal form will be required in order to add or delete anything from the City Manager's Proposed Budget. The form will require the following prior to Council consideration:

1. Additional information related to how the change advances the Council's goals/priorities.
2. Additional information related to how the change impacts the performance of that program, service or goal.
3. The support of at least 3 of 7 Council members (the original sponsor and two co-sponsors).
4. Must be accompanied by an add/delete spreadsheet prepared by the Council member or

OMB in which the sum of the individual Council members adds and deletes, including the items originally sponsored by that member and those co-sponsored by that member, are in balance or produce a revenue surplus.

5. Any add/delete proposal requiring a change to a City Ordinance or requiring a new ordinance must be submitted to staff eight days prior to the first legislative meeting in April in order for the item to be introduced and docketed for the April public hearing [For FY 2027, April 6]. Council members considering such a proposal should begin community engagement efforts as soon as possible following the presentation of the City Manager's Proposed Budget [For FY 2027, February 24].

(iii) The completed City Council Budget Proposal form must be returned to the Office of Management & Budget (OMB), with each of the steps from #2 above completed, at least 20 days prior to the adoption of the budget [for FY 2027, April 9].

(iv) City Council will hold a third budget public hearing to receive feedback on the preliminary add/delete items submitted by City Council Members [for FY 2027, April 18].

(v) A combined list of all City Council Budget Proposals that meet the criteria in #2, any technical adjustments from OMB, and any City Manager recommended changes, will be provided and discussed at the Preliminary Add/Delete work session in April [for FY 2027, April 21].

(vi) Council will work with OMB to refine/develop funding figures based on the proposals submitted, to be completed no later than the Preliminary Add/Delete work session [for FY 2027, April 21].

(vii) If Council reaches a consensus during the preliminary add/delete work session, the final add/delete work session will become optional.

(viii) Completed Council Budget Proposals, with funding, will be circulated to Council and the public the Friday prior to budget adoption [for FY 2027, April 24].

(ix) City Council will be required to keep the budget in balance once all decisions are made.

(x) Budget Adoption will occur on April 29, 2026, with all

City Council Budget Proposals, those approved and those not approved, made public upon the adoption of the budget.

**Section (g) Expiration - The provisions of this resolution shall expire on June 30, 2026.**

18. City Council adopted the ordinance on first reading and scheduled it for public hearing, second reading, and final passage on Saturday, November 15, 2026.

19. City Council adopted the ordinance on first reading and scheduled it for public hearing, second reading, and final passage on Saturday, November 15, 2026.

20. City Council adopted the ordinance on first reading and scheduled it for public hearing, second reading, and final passage on Saturday, November 15, 2026.

The vote was as follows: In favor, Mayor Gaskins, Vice Mayor Bagley, Councilman Aguirre, Councilman Chapman, Councilman Elnoubi, Councilwoman Greene, and Councilman McPike; Opposed, none.

**VI. Individual Items (Roll-Call Items)**

21. Consideration of a Resolution to Update the Fares for DOT Paratransit Service.

(A copy of the City Manager's memorandum is on file in the Office of the City Clerk and Clerk of Council marked Item No. 21; 11/12/25, and is incorporated as part of this record by reference.)

**WHEREUPON**, upon motion by Councilman Aguirre, seconded by Vice Mayor Bagley and carried unanimously by roll-call vote, City Council adopted the resolution to approve the recommended changes to the DOT Paratransit fares. The vote was as follows: In favor, Mayor Gaskins, Vice Mayor Bagley, Councilman Aguirre, Councilman Chapman, Councilman Elnoubi, Councilwoman Greene, and Councilman McPike; Opposed, none.

The resolution reads as follows:

**RESOLUTION NO. 3335**

**RESOLUTION TO UPDATE THE FARES FOR DOT PARATRANSIT SERVICE**

**WHEREAS**, under Section 2.07 of the City Charter, City Council has the authority to establish fees to be charged for services provided by the City; and

**WHEREAS**, City Council last updated the DOT Paratransit Program fare structure on July 1, 2020; and

**WHEREAS**, City Council has now determined that it is necessary and desirable to change the DOT Paratransit Program fare structure;

**NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF ALEXANDRIA, VIRGINIA:**

1. That, beginning January 1, 2026, the DOT Paratransit passenger fare shall be:
  - a. Zone 1 - Within the ADA mandated service area as defined by the ADA and interpreted by staff: Free (\$0)
  - b. Zone 2 - Within an area extending 5 miles from the boundary of the City within the State of Virginia: \$5
  - c. Zone 3 - Within an area extending 5 miles to 10 miles from the boundary of the City within the State of Virginia and within an area extending 10 miles from the boundary of the City within Washington, D.C.: \$7
  - d. Zone 4 (new)- Within an area extending 10 miles or more from the boundary of the City within the State of Virginia and Washington, D.C.: \$10
  
2. That, beginning January 1, 2026, a Peak Hours Surcharge of \$2 per one-way trip shall be applied to trips in Zones 2, 3, and 4 that have a pickup window starting within the following peak hours for the DOT Program:
  - a. 7-9 a.m., or
  - b. 2-4 p.m.
  
3. The entire DOT Paratransit service area shall not extend past the boundary of Fairfax County in Virginia, and the boundary of Washington, D.C.

22. Consideration of Resolution to Authorize the City to Enter into a Vehicle Lease Agreement for the Provision of DOT Paratransit Services.

**WHEREUPON**, upon motion by Councilman Aguirre, seconded by Vice Mayor Bagley and carried unanimously by roll-call vote, City Council adopted the resolution authorizing the City Manager, or his designee, to execute a vehicle lease agreement with the contracted service vendor for the DOT Paratransit Program enabling the City to provide City owned vehicles for the operation of the DOT Paratransit Program and related transportation services. The vote was as follows: In favor, Mayor Gaskins, Vice Mayor Bagley, Councilman Aguire, Councilman Chapman, Councilman Elnoubi, Councilwoman Greene, and Councilman McPike; Opposed, none.

The resolution reads as follows:

**RESOLUTION NO. 3336**

**RESOLUTION TO AUTHORIZE THE ENTRY OF THE CITY INTO A VEHICLE LEASE AGREEMENT FOR THE PROVISION OF DOT PARATRANSIT SERVICES**

**WHEREAS**, the DOT Paratransit Program is currently operated by a vendor that uses vendor-owned vehicles, contributing to higher operational costs; and

**WHEREAS**, common DOT Paratransit rider complaints pertain to vehicle age, ride quality, and cleanliness; and

**WHEREAS**, the City intends to purchase three electric Ford Transit vans with side-entry wheelchair lifts; and

**WHEREAS**, leasing City-owned vehicles for use by the DOT Paratransit Program vendor would support cost efficiencies, improve asset oversight, and contribute to the long-term sustainability of the program; and

**WHEREAS**, such a leasing arrangement would give the City more control over vehicle quality, support the transition to a clean, electric fleet, and address common rider complaints; and

**WHEREAS**, under such a leasing arrangement, the City would maintain the vehicles and the vendor would be responsible for insurance, charging, cleaning, and coordinating maintenance with the City; and

**WHEREAS**, pursuant to Section 15.2-1800 of the Code of Virginia and Section 2.03 of the City Charter, City Council has the authority to approve and authorize the lease of City owned property to private parties for up to five years without advertising or receiving public bids after a public hearing on such lease has been held.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALEXANDRIA, VIRGINIA:**

1. The City Council of the City of Alexandria hereby authorizes the City Manager, or his designee, to execute a vehicle lease agreement with the contracted service vendor for the DOT Paratransit Program enabling the City to provide City owned vehicles for the operation of the DOT Paratransit Program and related transportation services; and
2. This lease agreement is not to exceed five years.
23. Introduction and First Reading. Consideration of an Ordinance to amend and reordain Section 9-15-15 (Designated on-street vending locations) of Chapter 15 (FOOD TRUCK VENDORS) of Title 9 (LICENSING AND REGULATION) and Section 10-4-47 (PENALTIES FOR VIOLATIONS OF THIS CHAPTER) of Chapter 4 (STOPPING, STANDING AND PARKING) of Title 10 (MOTOR VEHICLES AND TRAFFIC) and add and ordain Section 10-4-48 (PENALTIES FOR VIOLATIONS OF THIS CHAPTER) of Chapter 4 (STOPPING, STANDING AND PARKING) of Title 10 (MOTOR VEHICLES AND TRAFFIC) of the Code of the City of Alexandria, Virginia, 1981, as amended.

(A copy of the City Manager's memorandum is on file in the Office of the City Clerk and Clerk of Council, marked Item No. 23; 11/12/25, and is incorporated as part of this record by reference.

A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Item No. 23; 11/12/25, and is incorporated as part of this record by reference.

A copy of the ordinance referred to in the above item, of which each member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the

City Clerk and Clerk of Council, marked Item No. 23; 11/12/25, and is incorporated as part of this record by reference.)

**WHEREUPON**, upon motion by Councilman McPike, seconded by Councilman Chapman and carried unanimously by roll-call vote, City Council passed the ordinance on first reading and scheduled it for public hearing, second reading, and final passage on Saturday, November 15, 2025. The vote was as follows: In favor, Mayor Gaskins, Vice Mayor Bagley, Councilman Aguirre, Councilman Chapman, Councilman Elnoubi, Councilwoman Green, and Councilman McPike; Opposed, none.

VII. Contested Appointments

24. Alexandria-Caen Sister City Committee - 2-year term  
2 citizen members

(The following persons volunteered for appointment to the above Commission)

Kari Anderson  
Diana Garcia  
Laura Radley  
Jennifer Reading  
Elizabeth Reister  
Daniel Torkelson

(Material pertaining to the above appointment is on file in the Office of City Clerk and Clerk of Council, marked Item No. 24; 11/12/25, and is incorporated as part of this record by reference)

**WHEREUPON**, ballots were distributed, tellers were appointed, and ballots tallied with the following results: City Council reappointed Jennifer Reading and appointed Elizabeth Reister as two citizen members to Alexandria-Caen Sister City Committee. The vote was as follows:

Gaskins	-	Reading, Reister
Bagley	-	Reading, Reister
Aguirre	-	Reading, Reister
Chapman	-	Reading, Reister
Elnoubi	-	Reading, Reister
Greene	-	Reading, Reister
McPike	-	Reading, Reister

25. Budget and Fiscal Affairs Advisory Committee - 2-year term  
1 citizen member

(The following persons volunteered for appointment to the above Commission)

NAME:

Sandra Day  
Sam Gunter

John R. Houston  
Madeline Kelleher

(Material pertaining to the above appointment is on file in the Office of the City Clerk and Clerk of Council, marked Item No. 25; 11/12/2025, and is incorporated as part of this record by reference.)

**WHEREUPON**, ballots were distributed, tellers were appointed and ballots tallied with the following results: City Council appointed Sonya Day as the citizen member to Budget and Fiscal Affairs Advisory Committee. The vote was as follows:

Gaskins	-	Day
Bagley	-	Day
Aguirre	-	Day
Chapman	-	Day
Elnoubi	-	Kelleher
Greene	-	Gunter
McPike	-	Gunter

26. Commission for Women - 3-year term  
3 citizen members

(The following persons volunteered for appointment to the above Commission)

NAME:

Camalla H Baruwa  
Giovanna Rogow  
Necola Yvonne Shaw  
Denise Tennant  
Lexi White  
Katheen Williams

(Material pertaining to the above appointment is on file in the Office of the City Clerk and Clerk of Council, marked Item No. 26; 11/12/25, and is incorporated as part of this record by reference.)

**WHEREUPON**, ballots were distributed, tellers were appointed, and ballots tallied with the following results; City Council appointed Camalla Baruwa, Giovanna Rogow, and Necola Yvonne Shaw as three citizen members to the Commission for Women. The vote was as follows:

Gaskins	-	Baruwa, Rogow, Shaw
Bagley	-	Rogow, Tennant, Williams
Aguirre	-	Baruwa, Rogow, Shaw
Chapman	-	Baruwa, Rogow, Shaw
Elnoubi	-	Shaw, White, Williams
Greene	-	Baruwa, Rogow, White
McPike	-	Baruwa, Tennant, White

27. Commission on Information Technology - 3-year term  
1 citizen member

(The following persons volunteered for appointment to the above Commission)

NAME:

Taryn Crane  
Derek Dye  
Matthew D. Hedberg  
Amy H Holdren  
Trey White  
Ryan Zupancic

(Material pertaining to the above appointment is on file in the Office of the City Clerk and Clerk of Council, marked Item No. 27; 11/12/25, and is incorporated as part of this record by reference.)

**WHEREUPON**, ballots were distributed, tellers were appointed, and ballots were tallied with the following results: City Council appointed Taryn Crane to Commission on Information Technology. The vote was as follows:

Gaskins	-	Crane
Bagley	-	Crane
Aguirre	-	Crane
Chapman	-	Crane
EInoubi	-	Crane
Greene	-	Crane
McPike	-	Holdren

28. Historic Restoration & Preservation Commission - 4-year term  
1 citizen member

(The following persons volunteered for appointment to the above Commission)

NAME:

Veronica Pace  
Miya Wisemann

(Material pertaining to the above appointment is on file in the Office of the City Clerk and Clerk of Council, marked Item No. 28; 11/12/25 and is incorporated as part of this record by reference.)

**WHEREUPON**, ballots were distributed, tellers were appointed, and ballots were tallied with to following results: City Council appointed Veronica Pace to the Historic Restoration & Preservation Commission. The vote was as follows:

Gaskins	-	Pace
Bagley	-	Pace

Aguirre	-	Pace
Chapman	-	Pace
Elnoubi	-	Wisemann
Greene	-	Wisemann
McPike	-	Wisemann

29. Sister Cities Committee - 2-year term  
1 citizen member

(The following person volunteered for appointment to the above Commission)

NAME:

Repsina Chinatalova-Dallas

(Material pertaining to the above appointment is on file in the Office of the City Clerk and Clerk of Council, marked Item No. 29; 11/12/25 and is incorporated as part of this record.)

**WHEREUPON**, ballots were distributed, tellers were appointed, and ballots tallied with the following results: City Council moved to readvertise the position on the Sister Cities Committee. The vote was as follows:

Gaskins	-	readvertise
Bagley	-	readvertise
Aguirre	-	readvertise
Chapman	-	readvertise
Elnoubi	-	Chinatalova-Dallas
Greene-	-	Chinatalova-Dallas
McPike	-	readvertise

30. Traffic and Parking Board - 2-year term  
1 citizen member

(The following persons volunteered for appointment to the above Commission)

NAME:

Marcos S. Bernier  
Jacquelyn Kittredge  
Mark L. Stout

(Material pertaining to the above appointment is on file in the Office of the City Clerk and Clerk of Council, marked Item No. 30; 11/12/25, and is incorporated as part of this record by reference.)

**WHEREUPON**, ballots were distributed, tellers were appointed, and ballots were tallied with the following results: City Council appointed Mark Stout as the citizen member to Traffic and Parking Board. The vote was as follows:

Gaskins	-	Stout
Bagley	-	Stout

Aguirre	-	Stout
Chapman	-	Stout
Elnoubi	-	Stout
Greene	-	Stout
McPike	-	Stout

**WHEREUPON**, upon motion by Councilwoman Greene, seconded by Councilman Chapman and carried unanimously, City Council affirmed the majority vote getters as read into the record for appointments to the Alexandria-Caen Sister City Committee, Budget and Fiscal Affairs Advisory Committee, Commission for Women Commission on Information Technology, Historic Restoration and Preservation Commission, and the Traffic and Parking Board respectively by roll-call vote. The vote was as follows: In favor, Mayor Gaskins, Vice Mayor Bagley, Councilman Aguirre, Councilman Chapman, Councilman Elnoubi, Councilwoman Greene, and Councilman McPike; Opposed, none

VIII. Other Business

31. Consideration of City Council Schedule.

(A copy of the City Manager's memorandum is on file in the Office of the City Clerk and Clerk of Council, marked Item No. 31; 11/12/25, and is incorporated as part of this record by reference.)

**WHEREUPON**, upon motion by Councilman McPike, seconded by Vice Mayor Bagley and carried unanimously, City Council approved the City Council Schedule. The vote was as follows: In favor, Mayor Gaskins, Vice Mayor Bagley, Councilman Aguirre, Councilman Chapman, Councilman Elnoubi, Councilwoman Greene, and Councilman McPike; Opposed, none.

32. Closed Session (if needed)

**WHEREUPON**, upon motion by Councilman Aguirre, seconded by Councilwoman Greene, and carried unanimously, City Council reconvened in closed session at 7:53 p.m. The vote was as follows: In favor, Mayor Gaskins, Vice Mayor Bagley, Councilman Aguirre, Councilman Chapman, Councilman Elnoubi, Councilwoman Greene, and Councilman McPike; Opposed, none.

**WHEREUPON**, upon motion by Councilman Aguirre, seconded by Councilwoman Greene and carried unanimously, City Council reconvened in open session at 8:13 p.m. The vote was as follows: In favor, Mayor Gaskins, Vice Mayor Bagley, Councilman Aguirre, Councilman Chapman, Councilman Elnoubi, Councilwoman Greene, and Councilman McPike; Opposed, none.

**WHEREUPON**, upon motion by Councilman Aguirre, seconded by Councilman Chapman and carried unanimously by roll-call vote, City Council adopted the resolution regarding the closed executive session that was previously circulated to the Council. The vote was as follows: Mayor Gaskins, Vice Mayor Bagley, Councilman Aguirre, Councilman Chapman, Councilman Elnoubi, Councilwoman Greene, and Councilman McPike; Opposed, none.

The resolution reads as follows:

**RESOLUTION NO. 3337**

**WHEREAS**, the Alexandria City Council has this 12 day of November, 2025 recessed into executive session pursuant to a motion made and adopted in accordance with the Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-3712 of the Code of Virginia requires a certification by the city council that such executive session was conducted in accordance with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED**, that the city council does hereby certify that, to the best of each member's knowledge, only public business matters that were identified in the motion by which the executive session was convened, and that are lawfully exempted by the Freedom of Information Act from the Act's open meeting requirements, were heard, discussed or considered by council during the executive session.

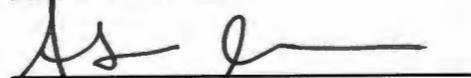
Mayor Gaskins read as statement addressing Council's position as it relates to ICE enforcement in the Alexandria community, noting that City Council does not support any voluntary participation by the Sheriff's Office in ICE immigration procedures and called upon the Sheriff to cease transfer of persons in his custody to ICE in response to administrative detainers and warrants.

33. Adjournment.

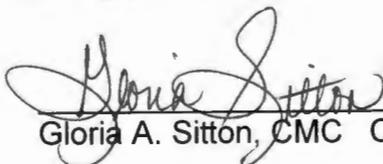
**THERE BEING NO FURTHER BUSINESS TO BE CONSIDERED**, upon motion by Mayor Bagley, seconded by Councilwoman Greene and carried unanimously, City Council adjourned the regular meeting of November 12, 2025 at 8:17 p.m. The vote was as follows: In favor, Mayor Gaskins, Vice Mayor Bagley, Councilman Aguirre, Councilman Chapman, Councilman Elnoubi, Councilwoman Greene, and Councilman McPike; Opposed, none.

\*\*\*\*\*

**APPROVED BY:**

  
ALVA GASKINS      MAYOR

**ATTEST:**

  
Gloria A. Sitton, CMC City Clerk

Adopted: February 10, 2026