

## **Board Guidance and Notes to Accompany FY 2016 Adopted Budget**

1. Schools: The School Board's funding request is fully met and results in a total ongoing transfer to Schools of \$451,637,045, or a \$19.4 million (4.5%) increase. One-time funding of \$229,500 will also be provided. The funding percentage allocated to Schools in the adopted FY 2016 budget increases from 45.9% to 46.5%. Additional one-time monies available to County and Schools that are received in FY 2015 (above those in the Manager's budget) will be allocated based on the adopted FY 2015 percentage (54.1% / 45.9%). To the degree additional funding is required for potential BPOL refund liabilities, Schools will share on a pro rata basis according to the revenue sharing percentage.
2. Business Professional Occupation License Tax (BPOL) refund liability contingent - In order to address the potential BPOL refund liability estimated to be approximately \$15 million due to the recent Virginia Supreme Court decision, a contingent is established totaling \$5.6 million. This contingent is funded with additional revenues identified at FY 2015 mid-year analysis. Working with the Commissioner of Revenue, the Manager will provide regular reporting to the Board on refund estimates and other efforts to mitigate future liabilities.
3. Employee Compensation - Provide employees with a Step Increase / Merit Pay Adjustment.
4. Economic & Revenue Stabilization Contingent – Consistent with County Board financial and debt management policies, the economic & revenue stabilization contingent is maintained at \$3 million for FY 2016.
5. Housing Grants – Maintain the level of funding for the housing grants program as included in the Manager's proposed budget which totals \$8,913,507, a \$1 million increase over FY 2015 which is sufficient to meet expected demand. Shift \$1,500,000 in ongoing monies to one-time funding.
6. AHIF – Maintain the level of funding for AHIF at \$12,456,017 as included in the Manager's proposed budget. The total FY 2016 funding is a combination of \$4.3 million in ongoing funds and \$8.2 million in one-time funds.
7. PAYG Capital – FY 2016 funding remains the same as in the County Manager's proposed FY 2016 budget; Shifts \$1,050,000 in ongoing monies to one-time funding.

8. Bike / Pedestrian – The bike / pedestrian program remains funded at the same level as the FY 2015 budget, or \$812,121. Shift \$412,000 in funding from ongoing PAYG to HB2313 local funds.
9. Transportation – ART Service Enhancements and Supplemental proposal: Change funding source from General Fund to HB2313 local funds for the \$155,638 in ART Service Enhancements in the Manager’s base budget. Fund the additional \$425,000 in supplemental ART Service Enhancements that were presented to the Board with HB2313 local funds.
10. Artisphere – Closure and Partial Reallocation to Arlington Cultural Affairs: Realize ongoing tax support savings by closing Artisphere and allocating a portion of the savings to AED – Cultural Affairs in order to fund marketing through a new website and online platform, expand public art and cultural programming along the metro corridors, and provide Artists Services - including technical assistance and professional development, and support this program expansion through the transfer of 3.5 FTEs currently assigned to Artisphere . The FY 2016 adopted budget includes \$1.3 million of one-time funds to address lease termination provisions. The County Manager is asked to provide options by June 30 on leveraging the Artisphere space for economic development or other options to maximize the use of these one-time funds. Options should outline financial and operational impacts.
11. DPR – After School Program – transfer of the DPR after-school care program to APS as an expansion of their Extended Day Program at the Charles Drew and Carver Community Centers. Provide one year temporary funding of \$36,681 to provide transitional staffing support at both centers and to provide training support for APS extended day staff on children with behavioral or special needs.
12. DPR – Tree Planting –Funding remains the same as in the proposed FY 2016 budget. Shifts ongoing funding to one-time.
13. Non-Departmental – Public Defender: a salary supplement consistent with the approach and level provided to the General District Court and the Juvenile and Domestic Relations Court will be provided and phased in over two years (\$80,000/year).
14. AED – Tandem NSI: One-time funding for the continued operation of the public-private partnership between the County and Amplifier Ventures LLC to provide unique entrepreneurship, educational and networking opportunities to the area’s leaders and innovators in the national security and defense technology sectors.

15. AED – Tourism: One-time funding to expand the reach of tourism promotion in order to increase the number and duration of trips to Arlington and revenues associated with visitor spending.
16. AED – Marketing: Ongoing funding for conducting national marketing campaigns through various forms of public relations and other multi-media advertising in strategic geographic markets; aggressively outreach to high-yield markets; and leverage visibility at a variety of events to attract new businesses to Arlington.
17. AED – Business Development: Ongoing funding and 5.0 FTEs for generating leads, facilitating lease transactions and amassing the business investment pipeline necessary to create positive net absorption and decrease the historically high office vacancy rate.
18. AED – Columbia Pike Revitalization Organization (CPRO): Ongoing funding for operating increases to support place making and help lay the groundwork for economic vitality along Columbia Pike.
19. AED – Arts Grants: increase on-going funding for Arts Grant by \$16,710
20. CBO – Auditor: The FY 2016 adopted budget includes \$200,000 to fund a new County Auditor position that will report to the County Board. The County Board will adopt a framework of the County Auditor and Audit Committee program/function at the May County Board meeting. The County Manager will provide the County Board with a proposed job description and recruitment process by May 31, 2015.
21. CPHD – BU-GATA: One-time funding is added to support BU-GATA's Promotora Leadership Development Program.
22. CWA – Staffing for Parking Adjudication: Ongoing funding and 1.0 FTE is added to the Commonwealth's Attorney Office to support the revised parking ticket adjudication process. The CWA will report out performance measures related to service enhancement as part of the proposed FY 2017 budget.
23. DHS –Jail based mental health and nurse practitioner: Ongoing funding is added for a jail based mental health therapist (1.0 FTE) and increasing a psychiatric nurse practitioner from a 0.5 FTE to a 1.0 FTE. (0.5 FTE).
24. Regionals – Animal Welfare League staffing: \$45,000 in on-going funding is added to support hiring an additional animal control officer.
25. Sheriff – Staffing: Fund \$350,000 for five Sheriff positions to be added to the FY 2016 budget. Once the Sheriff's staffing study is finalized by the

consultant there will be a follow-up worksession to discuss the report with the County Board.

26. Circuit Court Judiciary – High Performance Court Initiative: Ongoing funding and 1.5 FTEs are added to the Circuit Court Judiciary to support the high performing court initiative
27. Circuit Court Judiciary – Drug Court: One-time funding and 2.5 FTEs are added to the Circuit Court Judiciary’s budget to help continue and grow the Arlington County Drug Court Program.

#### Additional County Board Direction to the Manager

28. Cooperative Playgroups – The County Manager is asked to delay changes to the Fairlington Cooperative Playgroup until June 2016 and to move ahead with changes to the Lee and Madison Cooperative Playgroups in the fall of CY 2015.
29. Fees & Cost Recovery – As part of budget guidance this fall, the County Manager is directed to provide a compilation of tax and fee tools that the Board has at its disposal, either on its own authority or as governed by the Commonwealth. The compilation shall include a discussion of the legal parameters of such fees and charges, including any minimums, maximums and other restrictions, as well as requirements governing the uses and applications of such taxes, fees and charges. A discussion of the policies and best practices that underpin how such authority has been exercised, and might be in the future, shall be included.