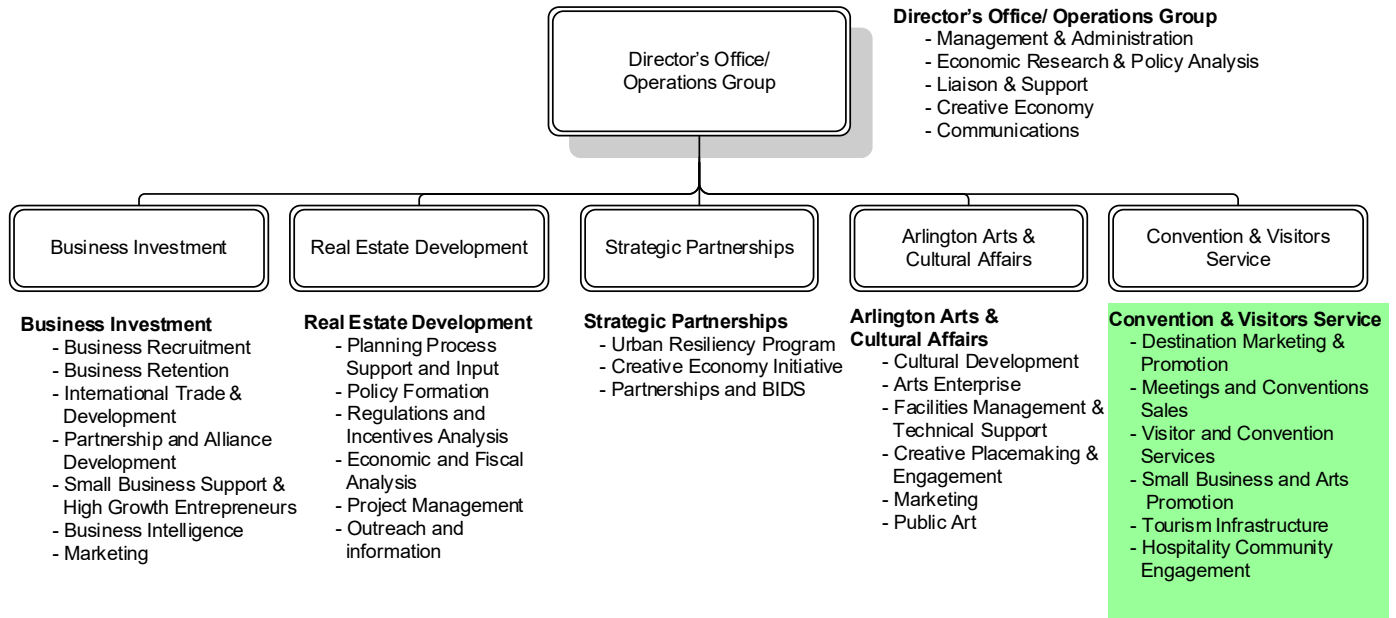


Our Mission: To continue to develop Arlington County as an economically vital, competitive, and sustainable community by providing leadership and services to the business, real estate development, and visitors services sectors of the Arlington economy

LINEs OF BUSINESS



Shaded program is located in the Travel and Tourism Fund

SIGNIFICANT BUDGET CHANGES

The FY 2024 adopted expenditure budget for Arlington Economic Development is \$9,965,394, a two percent decrease from the FY 2023 adopted budget. The FY 2024 adopted budget reflects:

- The County Board added ongoing funding for the Clarendon Alliance neighborhood strategic partnership (\$60,000).
- The County Board added ongoing funding for the Columbia Pike Partnership neighborhood strategic partnership (\$60,000).
- The County Board added ongoing funding for the Langston Boulevard Alliance neighborhood strategic partnership (\$60,000).
- ↑ Personnel increases due to the addition of a BizLaunch en Español position (\$111,340 one-time, 1.0 FTE), employee salary increases, an increase in the County's cost for employee health insurance, one-time \$2,000 (gross) employee bonuses (\$115,933), adjustments to salaries resulting from communications and finance and accounting job family studies (\$18,831), and slightly higher retirement contributions based on current actuarial projections; partially offset by the removal of the ARPA-funded ReLaunch program support (\$58,515) and the reductions itemized below.
- ↓ Non-personnel decreases primarily due to removal of prior year one-time funding for Strategic partnership funding pool (\$180,000), Langston Boulevard Alliance funding for Plan Langston (\$25,000), 2700 S Nelson funding for fabrication and installation of creative placemaking

design (\$85,000), Arts Equity Grant funding (\$100,000), ARPA-funded initiatives (\$466,485), and reductions itemized below, partially offset by the addition of one-time funding for the extension of the ReLaunch program for the BizLaunch team to provide targeted technical assistance to small businesses negatively impacted by the pandemic (\$250,000).

FY 2024 Adopted Budget Reductions

Director's Office

- ↓ Eliminate a 1.0 vacant AED Assistant Director Position (\$205,888, 1.0 FTE)

IMPACT: Eliminating this position will require the transfer of duties to other positions and increase the number of direct reports to the Director and Deputy Director. This change will negatively impact AED's ability to manage core economic development programs/initiatives in a timely fashion and will likely result in slower response times to other County agencies and internally within the department, particularly with items needing strategic coordination.

Cultural Affairs

- ↓ Reduce Overtime Budget (\$50,000)

IMPACT: There will be minimal impact to programming and delivery of services. Over the last few years, there has been a reduced need for staff overtime due to changes in staff work hours to accommodate events and activities. Additionally, temporary staff are utilized to augment and provide needed coverage for events and activities.

DEPARTMENT FINANCIAL SUMMARY

	FY 2022 Actual*	FY 2023 Adopted	FY 2024 Adopted	% Change '23 to '24
Personnel	\$6,623,799	\$7,047,515	\$7,321,500	4%
Non-Personnel	2,201,632	3,069,988	2,643,894	-14%
GASB	776,942	-	-	-
Total Expenditures	9,602,373	10,117,503	9,965,394	-2%
Fees (Earned Income)	47,596	238,200	238,200	-
Grants	44,907	4,500	4,500	-
GASB	776,942	-	-	-
Total Revenues	869,445	242,700	242,700	-
Net Tax Support	\$8,732,928	\$9,874,803	\$9,722,694	-2%
Permanent FTEs	46.40	46.60	46.60	
Temporary FTEs	5.50	5.50	5.50	
Total Authorized FTEs	51.90	52.10	52.10	

* FY 2022 actual expenditures and revenues received reflect the first year of implementing new Governmental Accounting Standard Board (GASB) standards for Statement No. 87 on leases and Statement No. 96 for subscription-based software. See the County Government GASB Summary for department details in the front section of the budget book.

Expenses & Revenues by Line of Business

	FY 2022 Actual Expense	FY 2023 Adopted Expense	FY 2024 Adopted Expense	% Change '23 to '24	FY 2024 Adopted Revenue	FY 2024 Net Tax Support
Director's Office - Operations	\$3,632,252	\$3,590,165	\$2,914,330	-19%	-	\$2,914,330
Business Investment	2,615,135	2,466,125	3,092,997	25%	-	3,092,997
Real Estate Development	304,187	478,111	494,883	4%	-	494,883
Strategic Partnerships	570,500	775,500	750,500	-3%	-	750,500
Arlington Arts & Cultural Affairs	2,480,299	2,807,602	2,712,684	-3%	\$242,700	2,469,984
Total	\$9,602,373	\$10,117,503	\$9,965,394	-2%	\$242,700	\$9,722,694

Authorized FTEs by Line of Business

	FY 2023 FTEs Adopted	FY 2024 Permanent FTEs Adopted	FY 2024 Temporary FTEs Adopted	FY 2024 Total FTEs Adopted
Director's Office - Operations	16.00	14.00	-	14.00
Business Investment	13.80	15.80	-	15.80
Real Estate Development	3.00	3.00	-	3.00
Strategic Partnerships	-	-	-	-
Arlington Arts & Cultural Affairs*	19.30	13.80	5.50	19.30
Total	52.10	46.60	5.50	52.10

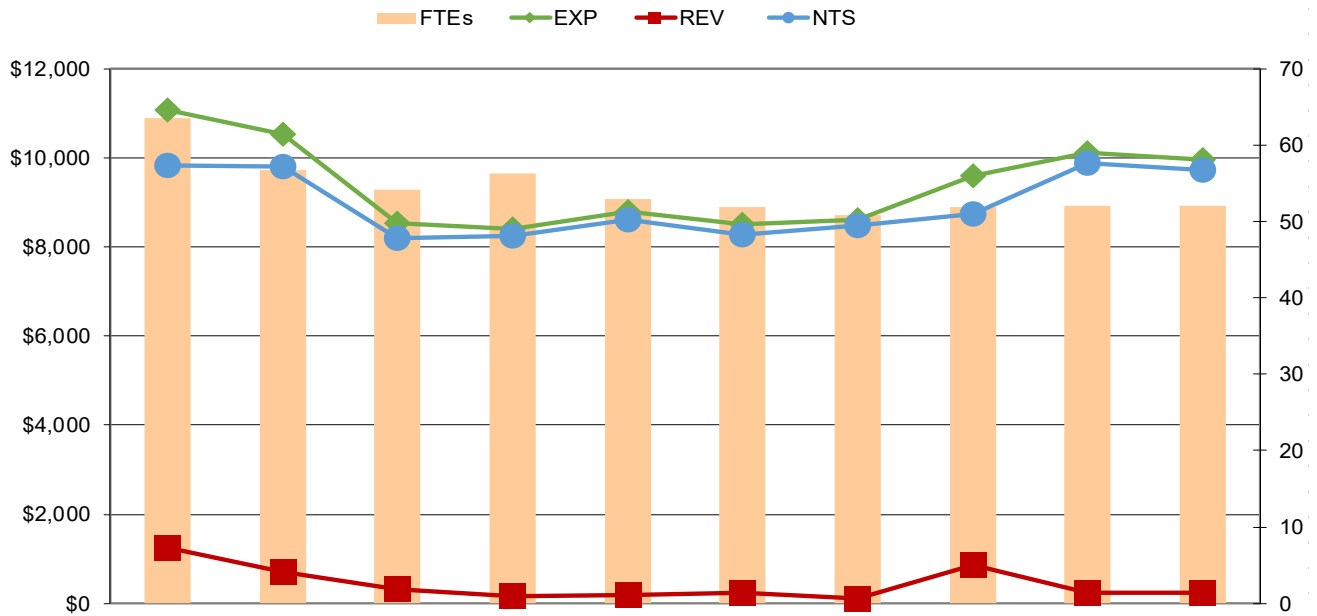
*FY 2023 Adopted FTE count includes 5.50 temporary FTEs in the Arlington Arts & Cultural line of business.

Strategic Partnerships Funding Summary

	FY 2022 Actual	FY 2023 Adopted	FY 2024 Adopted	% Change '23 to '24
Ballston Business Improvement District	\$1,435,800	\$1,431,745	\$1,476,793	3%
National Landing Business Improvement District	4,321,507	4,566,084	4,742,121	4%
Rosslyn Business Improvement District	4,105,081	4,352,535	4,545,682	4%
Clarendon Alliance	80,000	80,000	140,000	75%
Columbia Pike Partnership	350,000	350,000	410,000	17%
Langston Boulevard Alliance*	85,500	110,500	145,500	32%
FY 2023 One-Time Strategic Partnership Fund Pool*	-	180,000	-	-100%
Washington Board of Trade	10,000	10,000	10,000	-
Arlington Sister Cities Association	45,000	45,000	45,000	-
Total	\$10,432,888	\$11,125,864	\$11,515,096	3%

*As part of the FY 2023 adopted budget, the County Board provided \$25,000 one-time funding for Plan Langston and \$180,000 one-time funding to support a strategic funding pool for three neighborhood partnerships: Clarendon Alliance, Columbia Pike Partnership, and Langston Boulevard Alliance.

EXPENDITURE, REVENUE, NET TAX SUPPORT, AND FULL-TIME EQUIVALENT TRENDS



	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual*	FY 2023 Adopted Budget	FY 2024 Adopted Budget
EXP	\$11,085	\$10,523	\$8,525	\$8,401	\$8,788	\$8,511	\$8,605	\$9,602	\$10,118	\$9,965
REV	\$1,254	\$712	\$320	\$165	\$191	\$236	\$120	\$869	\$243	\$243
NTS	\$9,831	\$9,811	\$8,205	\$8,236	\$8,597	\$8,275	\$8,485	\$8,733	\$9,875	\$9,722
FTEs	63.57	56.67	54.20	56.20	52.90	51.90	50.90	51.90	52.10	52.10

* FY 2022 actual expenditures and revenues received reflect the first year of implementing new Governmental Accounting Standard Board (GASB) standards for Statement No. 87 on leases and Statement No. 96 for subscription-based software. Both non-personnel expenses and revenues include \$776,942 for these GASB standards. See the County Government GASB Summary for department details in the front section of the budget book.

Fiscal Year	Description	FTEs		
FY 2015	<ul style="list-style-type: none"> ▪ The County Board added one-time funding for arts challenge grants (\$30,000) and tourism promotion (\$200,000). ▪ Removed FY 2014 one-time funding for the Base Realignment and Closure (BRAC) Coordinator position (\$142,137). ▪ Removed FY 2014 one-time funding for arts challenge grants (\$30,000) and nonprofit capacity building (\$20,000). ▪ Added additional funding for the Hispanic Business Counselor (\$50,000). ▪ Added ongoing funding (\$158,273) for the Base Realignment and Closure (BRAC) Coordinator position. ▪ Replaced ongoing funding with one-time for nonprofit capacity building (\$45,000). ▪ <i>Added personnel approved at FY 2014 close-out to correct the allocation for a Cultural Affairs Specialist (\$9,589, 0.1 FTE).</i> 	<p>(1.00)</p> <p>1.00</p> <p>0.10</p>		
	FY 2016	<ul style="list-style-type: none"> ▪ The County Board eliminated funding for Artisphere (\$946,659, 14.5 FTEs, 1.0 temporary FTE) and Ballston Science and Technology Alliance (BSTA) (\$25,000). \$1.3 million in one-time funding remains in net tax support for Artisphere as a contingency in order to cover costs associated with the closure of that facility. ▪ The County Board, using a portion of the savings from the closure of Artisphere, reallocated funding to the Cultural Affairs Division in an effort to improve artistic programming across the county and particularly along its metro corridors (\$331,000 personnel, 3.5 FTEs; \$165,659 non-personnel). ▪ The County Board added on-going funding for business investment (\$600,000, 5.0 FTEs), marketing (\$300,000), arts grants (\$16,710), and the Columbia Pike Revitalization Organization (CPRO) (\$100,000). ▪ The County Board restored one-time funding for tourism promotion (\$200,000) and added one-time funding for TandemNSI (\$200,000). ▪ Removed one-time funding for nonprofit capacity building (\$45,000) and arts challenge grants (\$30,000). ▪ <i>Decreased one-time funding for the closure of Artisphere at FY 2015 close-out due to lower than anticipated closure costs (\$400,000).</i> 	<p>(15.50)</p> <p>3.50</p> <p>5.00</p>	
		FY 2017	<ul style="list-style-type: none"> ▪ The County Board added one-time funding for the Marymount Non-Profit Resource Center to work with the Clarendon Alliance (\$25,000). ▪ The County Board shifted \$379,000 of Convention and Visitor Services funding from ongoing to one-time. This funding shift maintains the same level of support for the Travel and Tourism program. ▪ Increased fee revenue to align budget to actuals and anticipated receipts in Cultural Affairs programs (\$9,000). ▪ The temporary FTE count was adjusted to reflect the number of budgeted hours already funded within the Department's budget. There was no change to net tax support. ▪ <i>After budget adoption, the County Board transferred Arlington Convention and Visitor Services from the General Fund to the Travel and Tourism Fund (\$626,148, 5.0 FTEs, 0.80 Temporary FTEs).</i> 	 <p>3.33</p> <p>5.80</p>

Fiscal Year	Description	FTEs
FY 2018	<ul style="list-style-type: none"> ▪ The County Board added one-time funding for Arts Challenge Grants (\$30,000) and one-time funding for AED to conduct a retail and market study along the Columbia Pike corridor on behalf of the Columbia Pike Revitalization Organization (\$150,000). 	
	<ul style="list-style-type: none"> ▪ Converted a temporary employee from the Travel and Tourism Promotion Fund to a permanent full-time to support the front desk and operations (conversion of non-personnel to personnel \$60,000). 	1.00
	<ul style="list-style-type: none"> ▪ Transferred in a position from the Department of Technology Services to support the sales and marketing efforts of ConnectArlington and the transfer in of sales and marketing non-personnel funding for the promotion of ConnectArlington (\$130,000 personnel; \$50,000 non-personnel). 	1.00
	<ul style="list-style-type: none"> ▪ Removed FY 2017 one-time funding for the Marymount Non-Profit Resource Center (\$25,000). 	
FY 2019	<ul style="list-style-type: none"> ▪ The County Board added one-time funding for the Columbia Pike Revitalization Organization (CPRO) (\$5,000) and one-time funding for the Lee Highway Alliance (LHA) (\$25,000). 	
	<ul style="list-style-type: none"> ▪ Eliminated one vacant Strategic Partnerships Executive Liaison (\$143,231). 	(1.00)
	<ul style="list-style-type: none"> ▪ Eliminated funding for the Greater Washington Hispanic Chamber of Commerce (\$6,000) and decreased the ongoing commitment to Arlington Sister Cities Association (\$5,000). 	
	<ul style="list-style-type: none"> ▪ Eliminated the Cultural Affairs humanities program and its associated vacant position (\$77,172). 	(0.80)
	<ul style="list-style-type: none"> ▪ Eliminated a vacant Cultural Affairs new Media Curator position (\$36,225). 	(0.50)
	<ul style="list-style-type: none"> ▪ Eliminated the Connect Arlington marketing program (\$50,000) and associated vacant business development position (\$115,964). 	(1.00)
	<ul style="list-style-type: none"> ▪ Removed one-time funding for the Columbia Pike Retail Market Study (\$150,000) and Arts Challenge Grants (\$30,000). 	
	<ul style="list-style-type: none"> ▪ Removed expenses (\$160,825) associated with the closure of Spectrum Theatre. 	
	<ul style="list-style-type: none"> ▪ Transferred partnership funding (CPRO and LHA) from Non-Departmental (\$210,500). 	
FY 2020	<ul style="list-style-type: none"> ▪ The County Board replaced ongoing funding with one-time funding for the Scenic Studio program (\$108,621). 	
	<ul style="list-style-type: none"> ▪ The County Board replaced ongoing funding with one-time funding for the facility manager at 3700 South Four Mile Run Drive (\$96,663). 	
	<ul style="list-style-type: none"> ▪ The County Board added one-time funding for the Mobile Stage (\$4,550). 	
	<ul style="list-style-type: none"> ▪ The County Board added ongoing funding for the Cultural Affairs literary arts program (\$31,000). 	
	<ul style="list-style-type: none"> ▪ The County Board added one-time funding to the Lee Highway Alliance (\$20,000), the Clarendon Alliance (\$10,000), and the Columbia Pike Revitalization Organization (\$20,000). 	
	<ul style="list-style-type: none"> ▪ The County Board approved one-time funding to retain the Facility Technical Services Director (\$151,202). 	
	<ul style="list-style-type: none"> ▪ Added ongoing funding for a small business support position (\$110,285). 	1.00

Fiscal Year	Description	FTEs
	<ul style="list-style-type: none"> ▪ Reduced funding for administrative support services (\$11,000). ▪ Reduced funding for data subscription licenses (\$35,500). ▪ Eliminated a vacant Audio Production Specialist position (\$108,143). ▪ Eliminated a filled Cultural Affairs Specialist position in the Costume Lab (\$70,761). ▪ Reduced wireless service charges as part of a County-wide review of wireless service providers (\$4,921). 	<p>(1.00)</p> <p>(1.00)</p>
FY 2021	<ul style="list-style-type: none"> ▪ The County Board added one-time funding to the Lee Highway Alliance (\$25,000). ▪ Restored ongoing funding for the Scenic Studio program and the facility manager at 3700 South Four Mile Run Drive (\$208,975). ▪ Eliminated one-time funding for the vacant Facility Technical Services Director position (\$138,135). ▪ Added one-time funding for Columbia Pike small business support (\$20,000). ▪ Increased ongoing funding to the Biz Launch program for small business support (\$35,000). ▪ Increased funding for data subscription licenses (\$17,980). ▪ Removed prior year one-time funding for mobile stage towing services (\$4,550), Lee Highway Alliance (\$20,000), Clarendon Alliance (\$10,000), and Columbia Pike Revitalization Organization (\$20,000). ▪ Increased Scenic Studio fees (\$12,900). ▪ Decreased other fee revenues based on prior year actuals (\$21,366). 	<p>(1.00)</p>
FY 2022	<ul style="list-style-type: none"> ▪ The County Board added funding for a one percent merit pay adjustment, a five percent increase in the range, and an increase to the one-time bonus for staff from \$500 to approximately \$900. ▪ The County Board added ongoing funding for the Lee Highway Alliance (\$25,000). ▪ The County Board added ongoing funding for business dataset subscriptions (\$40,000). ▪ The County Board added one-time funding for Resiliency Arts Grants (\$50,000). ▪ The County Board added a small business support position (\$113,900) with funding from the American Rescue Plan. ▪ Reduced trade and promotion funding (\$10,000), administrative operating expenses (\$27,618), and marketing budget (\$21,743) in the Director’s Office and Real Estate Development Group. ▪ Reduced marketing and business engagement activities (\$32,000) in the Business Investment Group. ▪ <i>In FY 2021 closeout, funding was added for a one percent merit pay adjustment (\$28,055) and a one-time bonus for staff of \$450 (\$24,493).</i> ▪ <i>In FY 2021 closeout, a technical adjustment was made to increase the hours of an existing Cultural Affairs Specialist III position by re-allocating existing personnel budget.</i> ▪ <i>As a part of FY 2021 close-out, the County Board approved ARPA funding for one-time expenses associated with the ReLaunch Program (\$500,000 one-time) and the Back2Work Program (\$25,000).</i> 	<p>1.00</p> <p>0.20</p>

Fiscal Year	Description	FTEs
FY 2023	<ul style="list-style-type: none"> ▪ The County Board added funding for an additional one percent merit pay adjustment for a total increase of 5.25 percent, increased the pay-for-performance budget by an additional 0.5 percent, increased the pay range movement to five percent, and approved a one-time increase in shift differential from \$0.75 to \$1.00 per hour for B shift and from \$1.00 to \$1.30 per hour for C shift (\$478), a one-time increase in language premium from \$0.69 to \$0.92 per hour (\$534), and an optional one-time cash-out of 40 hours of compensation time for those with balances of 80 or more (\$4,505). ▪ The County Board added one-time funding for arts equity grants (\$100,000). ▪ The County Board added one-time funding for a strategic funding pool for neighborhood partnerships (\$180,000). ▪ The County Board added one-time funding for Plan Langston (\$25,000). ▪ Added funding for the Lee Arts Center (\$64,655). ▪ Added one-time funding for arts programming at the new site located at 2700 South Nelson Street (\$85,000). ▪ Fee revenue increased due to the fee increases for LAC (Lee Arts Center) memberships (\$65,666). ▪ As part of the FY 2022 adopted budget, the County Board approved use of American Rescue Plan Act (ARPA) funding to add a small business support position. The FY 2023 adopted budget continues funding for this position (\$88,022, 1.0 FTE). ▪ As a part of FY 2021 close-out, the County Board approved allocations of the remaining ARPA funding for additional programs based on the Guiding Principles presented by the County Manager in September; the Board directed the County Manager to include funding for these programs in the FY 2023 adopted budget including: <ul style="list-style-type: none"> ▪ ReLaunch program (\$500,000) for the BizLaunch team to provide targeted technical assistance (i.e., financial management, strategic planning, branding, and marketing) to small businesses negatively impacted by the pandemic. ▪ Back2Work Initiative (\$25,000) for the Business Investment Group to help address the needs of tech companies and help unemployed, displaced, and underemployed workers find tech jobs. ▪ <i>A technical adjustment was approved by the County Board in April 2023 to appropriate funding from Non-Departmental to Departments to allocate the budget for bonuses funded in the adopted budget. The funding added to the Arlington Economic Development Department was \$82,813.</i> 	
FY 2024	<ul style="list-style-type: none"> ▪ The County Board added ongoing funding for the Clarendon Alliance neighborhood strategic partnership (\$60,000). ▪ The County Board added ongoing funding for the Columbia Pike Revitalization Organization neighborhood strategic partnership (\$60,000). ▪ The County Board added ongoing funding for Langston Boulevard Alliance neighborhood strategic partnership (\$60,000). ▪ Added one-time funding for a BizLaunch en Español position (\$111,340). ▪ Eliminated a vacant AED Assistant Director position (\$205,888). ▪ Reduced AED overtime budget (\$50,000). 	<p>1.00 (1.00)</p>

Fiscal Year	Description	FTEs
	<ul style="list-style-type: none">▪ Added one-time \$2,000 (gross) employee bonuses (\$115,933).▪ Increased salaries resulting from communications and finance and accounting job family studies (\$18,831).▪ Added one-time funding for the extension of the ReLaunch program to provide targeted technical assistance to small business adversely impacted by the pandemic (\$250,000).▪ Removed prior year one-time funding for arts equity grants (\$100,000), strategic funding pool for neighborhood partnerships (\$180,000), Plan Langston (\$25,000), arts programming at 2700 South Nelson Street (\$85,000), and ARPA-funded ReLaunch program and Back2Work Initiative support (\$525,000).	