

ORDINANCE No. 5

(Series of 2021)

AN ORDINANCE APPROPRIATING AN INCREASE IN THE

- **ASSET MANAGEMENT PLAN FUND EXPENDITURES OF \$15,944,205;**
- **GENERAL FUND EXPENDITURES OF \$ 6,357,575;**
- **PARKS AND OPEN SPACE FUND EXPENDITURES OF \$796,401;**
- **WHEELER OPERA HOUSE FUND EXPENDITURES OF \$2,661,078;**
- **TOURISM PROMOTION FUND EXPENDITURES OF \$170,800;**
- **REMP FUND EXPENDITURES OF \$470,000;**
- **TRANSPORTATION FUND EXPENDITURES OF \$334,002;**
- **HOUSING DEVELOPMENT FUND EXPENDITURES OF \$4,056,602;**
- **KIDS FIRST FUND EXPENDITURES OF \$759,862;**
- **STORMWATER FUND EXPENDITURES OF \$369,797;**
- **WATER UTILITY FUND EXPENDITURES OF \$4,034,403;**
- **ELECTRIC UTILITY FUND EXPENDITURES OF \$1,492,138;**
- **PARKING FUND EXPENDITURES OF \$307,127;**
- **GOLF COURSE FUND EXPENDITURES OF \$126,506;**
- **TRUSCOTT I HOUSING FUND EXPENDITURES OF \$745,343;**
- **MAROLT HOUSING FUND EXPENDITURES OF \$83,505;**
- **EMPLOYEE BENEFITS FUND EXPENDITURES OF \$70,000;**
- **EMPLOYEE HOUSING FUND EXPENDITURES OF \$473,299;**
- **INFORMATION TECHNOLOGY FUND EXPENDITURES OF \$1,251,587.**

WHEREAS, by virtue of Section 9.12 of the Home Rule Charter, the City Council may make supplemental appropriations; and

WHEREAS, the City Manager has certified that the City has unappropriated current year revenues and/or unappropriated prior year fund balance available for appropriations in the following funds: Asset Management Plan Fund, General Fund, Parks And Open Space Fund, Wheeler Opera House Fund, Tourism Promotion Fund, REMP Fund, Transportation Fund, Housing Development Fund, Kids First Fund, Stormwater Fund, Water Utility Fund, Electric Utility Fund, Parking Fund, Golf Course Fund, Truscott I Housing Fund, Marolt Housing Fund, Employee Benefits Fund, Employee Housing Fund, Information Technology Fund.

WHEREAS, the City Council is advised that certain expenditures, revenue and transfers must be approved.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ASPEN, COLORADO:

Section 1

Upon the City Manager's certification that there are current year revenues and/or prior year fund balances available for appropriation in the above-mentioned funds, the City Council hereby makes supplemental appropriations as itemized in the Exhibit A.

Section 2

If any section, subdivision, sentence, clause, phrase, or portion of this ordinance is for any reason invalid or unconstitutional by any court or competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion thereof.

INTRODUCED, READ, APPROVED AND ORDERED PUBLISHED AND/OR POSTED ON FIRST READING on the 27th day of April 2021.

A public hearing on the ordinance shall be held on the 11th day of May 2021, in the City Council Chambers, City Hall, Aspen, Colorado.

ATTEST:



Nicole Henning, City Clerk



Torre, Mayor

FINALLY ADOPTED AFTER PUBLIC HEARING on the 11th day of May 2021.

ATTEST:

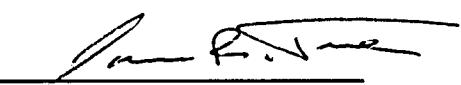


Nicole Henning, City Clerk



Torre, Mayor

Approved as to Form:



Jim True, City Attorney

CITY OF ASPEN 2021 APPROPRIATIONS BY FUND

Exhibit A

CITY OF ASPEN	Revised Opening Balance	2021 Spring			2020 Spring			2021 Ending Balance
		2021 Adopted Revenue	Supplemental Revenue	2021 Amended Revenue Budget	2021 Adopted Expense	Supplemental Expense	2021 Amended Expense Budget	
General Governmental Fund								
001 - General Fund	\$27,168,945	\$35,886,705	\$148,289	\$36,034,994	\$36,831,720	\$6,357,575	\$43,189,295	\$20,014,645
<i>Subtotal General Gov't Funds</i>	\$27,168,945	\$35,886,705	\$148,289	\$36,034,994	\$36,831,720	\$6,357,575	\$43,189,295	\$20,014,645
Special Revenue Governmental Funds								
100 - Parks and Open Space Fund	\$8,777,790	\$11,990,820	\$0	\$11,990,820	\$13,559,500	\$796,401	\$14,355,901	\$6,412,708
120 - Wheeler Opera House Fund	\$33,347,692	\$4,788,700	\$859,527	\$5,648,227	\$6,344,570	\$2,661,078	\$9,005,648	\$29,990,271
130 - Tourism Promotion Fund	\$170,813	\$2,412,750	\$0	\$2,412,750	\$2,412,750	\$170,800	\$2,583,550	\$13
131 - Public Education Fund	\$0	\$2,547,000	\$0	\$2,547,000	\$2,547,000	\$0	\$2,547,000	\$0
132 - REMP Fund	\$3,958,725	\$816,000	\$0	\$816,000	\$1,586,700	\$470,000	\$2,056,700	\$2,718,025
141 - Transportation Fund	\$9,148,645	\$4,938,270	\$0	\$4,938,270	\$4,641,700	\$334,002	\$4,975,702	\$9,111,213
150 - Housing Development Fund	\$50,750,832	\$18,984,800	\$470,000	\$19,454,800	\$42,718,690	\$4,056,602	\$46,775,292	\$23,430,340
152 - Kids First Fund	\$6,434,264	\$1,994,345	\$0	\$1,994,345	\$2,603,640	\$759,862	\$3,363,502	\$5,065,107
160 - Stormwater Fund	\$2,307,797	\$1,588,000	\$0	\$1,588,000	\$1,405,620	\$369,797	\$1,775,417	\$2,120,380
<i>Subtotal Special Revenue Funds</i>	\$114,896,557	\$50,060,685	\$1,329,527	\$51,390,212	\$77,820,170	\$9,618,542	\$87,438,712	\$78,848,057
Debt Service Governmental Fund								
250 - Debt Service Fund	\$400,808	\$6,135,568	\$27,190	\$6,162,758	\$6,134,568	\$0	\$6,134,568	\$428,998
<i>Subtotal Debt Service Fund</i>	\$400,808	\$6,135,568	\$27,190	\$6,162,758	\$6,134,568	\$0	\$6,134,568	\$428,998
Capital Projects Governmental Funds								
000 - Asset Management Plan Fund	\$44,351,707	\$4,675,700	(\$30,000)	\$4,645,700	\$6,234,750	\$15,944,205	\$22,178,955	\$26,818,452
<i>Subtotal Capital Fund</i>	\$44,351,707	\$4,675,700	(\$30,000)	\$4,645,700	\$6,234,750	\$15,944,205	\$22,178,955	\$26,818,452
Enterprise Proprietary Funds								
421 - Water Utility Fund	\$11,621,896	\$10,337,730	\$715,000	\$11,052,730	\$11,696,840	\$4,034,403	\$15,731,243	\$6,943,383
431 - Electric Utility Fund	\$5,869,585	\$10,614,640	\$0	\$10,614,640	\$10,442,050	\$1,492,138	\$11,934,188	\$4,550,037
451 - Parking Fund	\$2,890,143	\$4,007,830	\$0	\$4,007,830	\$4,273,270	\$307,127	\$4,580,397	\$2,317,576
471 - Golf Course Fund	\$1,167,398	\$2,242,040	\$0	\$2,242,040	\$2,324,870	\$126,506	\$2,451,376	\$958,061
491 - Truscott I Housing Fund	\$1,582,845	\$1,321,250	\$80,000	\$1,401,250	\$1,595,410	\$745,343	\$2,340,753	\$643,342
492 - Marolt Housing Fund	\$1,486,416	\$852,500	\$0	\$852,500	\$1,476,400	\$83,505	\$1,559,905	\$779,010
<i>Subtotal Enterprise Funds</i>	\$24,618,282	\$29,375,990	\$795,000	\$30,170,990	\$31,808,840	\$6,789,022	\$38,597,862	\$16,191,410
Internal Proprietary Funds								
501 - Employee Benefits Fund	\$2,977,529	\$5,980,400	\$0	\$5,980,400	\$6,295,700	\$70,000	\$6,365,700	\$2,592,229
505 - Employee Housing Fund	\$3,914,946	\$2,697,900	\$0	\$2,697,900	\$436,410	\$473,299	\$909,709	\$5,703,137
510 - Information Technology Fund	\$1,590,777	\$2,074,050	\$443,000	\$2,517,050	\$2,451,650	\$1,251,587	\$3,703,237	\$404,590
<i>Subtotal Internal Service Funds</i>	\$8,483,252	\$10,752,350	\$443,000	\$11,195,350	\$9,183,760	\$1,794,886	\$10,978,646	\$8,699,956
ALL FUNDS	\$219,919,552	\$136,886,998	\$2,713,006	\$139,600,004	\$168,013,808	\$40,504,229	\$208,518,037	\$151,001,519
<i>Less Interfund Transfers</i>		\$27,054,440	\$1,214,927	\$28,269,367	\$27,054,440	\$1,080,977	\$28,135,417	
NET APPROPRIATIONS		\$109,832,558	\$1,498,079	\$111,330,637	\$140,959,368	\$39,423,252	\$180,382,620	



2021 SPRING SUPPLEMENTAL REVENUE DETAIL

CITY OF ASPEN

Department/Description	New Revenue	Transfer
Red Brick Revenue Adjustment: Revenue in the Red Brick needs to be adjusted down by \$30,000 to eliminate a duplication related to arts grants funded by the Wheeler in the initial budget. There is no impact to grant award amounts or operations.	(\$30,000)	
000 - Asset Management Fund Total:	(\$30,000)	\$0
ACRA Loan Conversion to Grant: In February, 2021, Council agreed to convert 1/3 of the \$200,000 loan made to ACRA for COVID-19 relief and marketing efforts into a grant. This partially reduces the revenues to the General Fund in 2020 by \$66,670.	(\$66,670)	
112 - Mayor and Council Subtotal	(\$66,670)	\$0
Transfer from Multiple Funds: Transfers from non-General Fund departments associated with the Central Savings program per City Financial Policies, equal to 5% of operational savings in the preceding year.		\$133,900
114 - Manager's Office Subtotal:	\$0	\$133,900
Human Services Officer: Pitkin County was awarded a Harm Reduction Grant that APD can participate in for the creation and funding of a Human Services Officer. \$59,059 is allocated within the grant to offset the \$93,000 cost of the Human Service Position. This will allow full coverage 7 days a week for our Human Service Officer to work in partnership with PACT (Pitkin Area Co-Responder Team) program.		\$59,059
Aspen Peace Officers Mental Health Support Program Grant: Aspen Police Department was awarded a two year grant of \$44,000 to cover the cost of providing mental health services to police officers. The budget increase in this supplemental is half of the total award, and the other \$22,000 will be added to the department's 2022 base budget.		\$22,000
221 - Police Department Subtotal:	\$81,059	\$0
001 - General Fund Total	\$14,389	\$133,900
Paydown of General Fund Loan from Wheeler Opera House: The City's General Fund received \$1.2 million in CARES act funding to offset costs related to providing emergency COVID-19 services to the community. The \$3.5 million loan from the Wheeler Opera House Fund, to be paid back by the General Fund, will be shortened to 7 years at an updated interest rate. This will also reduce the General Fund's yearly payments, starting in April 2022, to \$343,488 per year.		\$859,527
120 - Wheeler Opera House Fund Total	\$0	\$859,527
Aspen Mini Storage Lease Revenues: Increase 150 Fund revenues by \$470,000 to account for Aspen Mini Storage lease payments that will be appropriated in 2021 for AMS.		\$470,000
150 - Housing Development Fund Total:	\$470,000	\$0
General Fund Transfer for Isis Building Debt Service: Increase 250 Fund resources by \$27,190 to afford the semiannual debt service interest payment on the Isis Building COPs.		\$27,190
250 - Debt Service Fund Total:	\$27,190	\$0
Grant Funded: The Bureau of Reclamation grant will be used to implement water AMI and meter replacement projects. This revenue was anticipated to be received in 2020. However, it was delayed into 2021.		\$500,000
CORE Grant: The City was awarded a \$215,000 grant from CORE to help offset costs related to the Aspen Intelligent Metering project (51130).		\$215,000
421 - Water Utility Fund Total:	\$715,000	\$0



CITY OF ASPEN

2021 SPRING SUPPLEMENTAL REVENUE DETAIL

Department/Description	New Revenue	Transfer
APCHA Lease Revenue: APCHA will begin making lease payments (starting at \$80,000 in 2021 and increasing in \$5,000 increments each year through 2030) for office space in Truscott.	\$80,000	\$0
491 - Truscott I Housing Fund Total:	\$80,000	\$0
Roaring Fork Broadband: Matching grant of \$221,500 from CDOLA to recover 50% of project costs related to implementation of the Roaring Fork Broadband project.	\$221,500	
Transfer from General Fund: 50% funding for Roaring Fork Broadband project to be supported by the General Fund.		\$221,500
510 - Information Technology Fund Total:	\$221,500	\$221,500
Total Revenue / Transfers In:	\$1,498,079	\$1,214,927



2021 SPRING SUPPLEMENTAL NEW REQUESTS

Department/Description	FTE	Operating (On-Going)	Operating (One-Time)	Capital
Partial Restoration of Compensation: The City responded quickly to COVID in 2020, reducing its spend across the organization with the premise that the worst case scenario could include a deep cut to the economy and would require many years to heal. However, as actual revenues exceeded the dire environment the City planned for and as the vaccine rollout and uptake has accelerated, the organization is now poised to re-prioritize some previously delayed programs that were tabled during the initial 2021 budget setting effort. Included in this list are merit pay and other compensation / recognition programs that were withheld from the budget process and are requested to be partially restored.				
001 - General Fund		\$356,350	\$357,997	
100 - Parks and Open Space Fund		\$53,300	\$58,835	
120 - Wheeler Opera House Fund		\$33,010	\$24,017	
141 - Transportation Fund		\$8,080	\$9,920	
150 - Housing Development Fund		\$4,790	\$2,710	
152 - Kids First Fund		\$17,770	\$14,420	
160 - Stormwater Fund		\$10,070	\$10,808	
421 - Water Utility Fund		\$46,840	\$45,603	
431 - Electric Utility Fund		\$27,600	\$26,270	
451 - Parking Fund		\$22,180	\$24,110	
471 - Golf Course Fund		\$10,050	\$11,251	
491 - Truscott I Housing Fund		\$2,150	\$2,319	
492 - Marolt Housing Fund		\$1,980	\$2,160	
510 - Information Technology Fund		\$22,790	\$15,070	
Citywide Total:		\$616,960	\$605,489	\$0
Isis Theater Homeowner's Association Dues (One-time): Because of COVID-19 related shutdowns, Aspen Film Festival has not been able to make payments to the HOA. This supplemental will cover payments that are in arrears and through May 2021 (each additional month will add \$8,120).				
Note - this request does not cover the debt interest payment that was due on March 1, 2021 for the current COPs financing the building. These funds equal approximately \$27,190 and are included in the Technical Section as the funding needed to be transferred from the General Fund to the Debt Service Fund to make this payment, in the absence of receiving lease payments from the tenant.				
000 - Nonclassified Subtotal:		\$0	\$64,940	\$0
Welcome Center and Events (On-going): Funding for staffing the welcome centers (Cooper Street, Wheeler Lobby, and ACRA Office) as wells as financial support for ACRA to produce events such as Winterskol, 4th of July, and 12 Days of Aspen, plus coproducing the Food and Wine Classic with other third parties has been budgeted annually. The agreement governing this partnership was signed in December 2016 and covered the span of Jan 1, 2017 through Dec 31, 2021. Per the agreement, a base cost of \$301,406 was set in year 1 and was to escalate per the same growth rate assumed within the General Fund for other goods and services. For 2021, this amount is \$319,860. The budget for this program has not kept pace to reflect this amount and needs to be increased by \$13,000 to match current terms in the agreement.				
Council Member Laptops (One-time): Purchase three laptops for council members to use for official City of Aspen business.			\$5,700	
112 - Mayor and Council Subtotal:		\$13,000	\$5,700	\$0



2021 SPRING SUPPLEMENTAL NEW REQUESTS

Department/Description	FTE	Operating (On-Going)	Operating (One-Time)	Capital
Certification in Public Management (CPM) Program (One-time): This request is to pilot a mid- and senior-level leadership training program under the umbrella of the C.U. Denver Public Affairs department. This program would be an investment in existing and future management staff within the City (and other local municipal partners) to establish or cement a broad understanding of leadership and subjects that directly tie into our governmental environment. The program would be capped at 18 participants and is estimated to cost roughly \$3,000 per student, as well as some additional funds for materials, travel possibilities, etc., the maximum spending authority request of \$62,100 is being sought. Additionally, a partial offset would be anticipated as costs associated with other municipalities' students would be reimbursed by those other entities.			\$62,100	
Assistant to the City Manager (On-going): Perform professional level duties and responsibilities in support of the City Manager's Office; direct or participate in gathering information, problem solving analysis, research, writing, and project administration; work closely with all City departments and citizens to carry out specific programs and special projects related to departmental and City requirements, Council goal process, organizational development, etc.; perform other duties as assigned. This proposal is based upon a July 1 start date and is an on-going request with a full year cost of \$110,490.	1.00	\$54,730	\$4,000	
114 - Manager's Office Subtotal:	1.00	\$54,730	\$66,100	\$0
Affordable Housing Code Amendment Professional Services (One-time): In Spring and Summer of 2020, ComDev staff held multiple conversations with City Council related to coordination of the Land Use Code and Affordable Housing Goals. The discussions identified several areas of work, which was essentially broken into two phases. The first phase of this work should be completed in late spring/early summer of 2021. This supplemental budget request anticipates the work towards the second phase of the LUC/AH work that was discussed with Council - to include analysis of opportunities within the Zone District and GMQS chapters of the LUC in forwarding AH goals. The budget request would be primarily for professional service support for what will likely require technical analysis of complex code sections and the intersection with Aspen's unique development context.			\$75,000	
Document Scanning (One-time): In preparation for the move to the new City Hall, Planning has numerous documents, found in ComDev's City Hall office as well as in the Clerk's Office and storage closets, that should be scanned as opposed to moved to the new office. These include about 27 bankers boxes of the Planners' land use case files, which must be scanned and uploaded into the City's records management system, and an additional 24 bankers boxes and 150 linear feet of historical files and reference materials for both Planning and Building. Working remotely these past few months has highlighted the importance of digitizing these records in order for staff to have easy access to these materials. We do not have the internal resources to scan these documents. These funds will provide the necessary contractor support. The supplemental request figure was arrived at by analyzing the hourly cost of previous ComDev document digitization projects.			\$50,000	
122 - Planning Subtotal:	-	\$0	\$125,000	\$0
Deputy Chief Building Official (On-going): The volume of work in the Building Department requires additional management capacity in order to meet the demands of the development community and maintain a reasonable level of customer service. This proposal is based upon a July 1 start date and is an on-going request with a full year cost of \$124,800.	1.00	\$62,600		
Additional Contractor Support for Plans Review Services (One-time): In 2021, the Building Department must launch a project to adopt new Building Codes. As part of their professional development and in support of the Building Department staff succession plan, the Plans Examination staff will lead this project. This will reduce the time spent on reviewing/approving building permits. These funds will enable the Building Department to contract for additional plans examination services to back-fill plans examination capacity.			\$50,000	



2021 SPRING SUPPLEMENTAL NEW REQUESTS

CITY OF ASPEN

Department/Description	FTE	Operating (On-Going)	Operating (One-Time)	Capital
Salesforce User Licenses (On-going and One-time): As the functionality of the Salesforce system was expanded, more users are needing system access. This request will procure 15 additional user licenses for the system. In addition, we are hiring a new contractor for Salesforces' ongoing annual maintenance and technical support. \$5,000 of this request will enable us to keep our current vendor onboard to work with the new contractor for a month to ensure a smooth transition.		\$10,000	\$5,000	
123 - Community Development - Building Subtotal:	1.00	\$72,600	\$55,000	\$0
Human Services Officer (On-going - 4 year grant term): Pitkin County was awarded a Harm Reduction Grant that APD can participate in for the creation and funding of a Human Services Officer. \$59,059 is allocated within the grant to offset the \$93,000 cost of the Human Service Position. This will allow full coverage 7 days a week for our Human Service Officer to work in partnership with PACT (Pitkin Area Co-Responder Team) program. The grant term is four years. If the program is successful and grants funds are no longer available, a supplemental request for full position funding will be submitted.	1.00	\$93,000		
Administrative Supervisor (On-going): The administrative functions of a police department are not always given the same level of attention as its core services, i.e. response to calls for service, criminal investigations, etc. In recent years these services have grown in both volume and complexity. At this time two Customer Service Officers are the first point of contact when visitors approach the front office area. In addition to their interaction with the public, they are responsible for a broad scope of critical administrative tasks, including budgeting; accounts payable and receivable; purchasing; reconciliation and deposit of cash; managing the Department's alarm permitting/false alarm program; fingerprinting; processing lost and found reports; release of records; distribution of accident reports; delivery of tickets to court; backing up the Records clerk; and processing customer feedback surveys. Currently, our Community Response Supervisor oversees the two customer service officers, as well as five Community Response officers. This results in a total of 7 employees reporting to one supervisor, which is the highest span of control in the department. We are requesting the addition of an Administrative Supervisor, which would provide focused supervision inside the administrative functions, would assist the increasingly complex areas of records release, and would free the CRO Supervisor to focus on field responsibilities. This proposal is based upon a July 1 start date and is an on-going request with a full year cost of \$89,350.	1.00	\$44,920		
Aspen Peace Officers Mental Health Support Program Grant (One-time): Aspen Police Department was awarded a two year grant of \$44,000 to cover the cost of providing mental health services to police officers that include one in-person check-in with counselors specially trained in working with law enforcement; and 100 online sessions for officers who need additional time. The budget increase in this supplemental is half of the total award, and the other \$22,000 will be added to the department's 2022 base budget.			\$22,000	
Police Training Grants: The Police Department received two I-70 West training grants in late-2020 that were not reimbursed until 2021. The grants were for training in Empathy Based Interrogation, and Crisis Intervention that occurred in November 2020. This request will increase the travel and training budget for adding a department wide implicit bias training, enhancing the peer support program, and broadening officer career development.			\$16,670	
221 - Police Department Subtotal:	2.00	154,590	22,000	-
001 - General Fund Total:	4.00	294,920	338,740	-



2021 SPRING SUPPLEMENTAL NEW REQUESTS

Department/Description	FTE	Operating (On-Going)	Operating (One-Time)	Capital
Maroon Creek Road Trail (One-time): The development of a hard-surface, year-round trail connection between the Roundabout and the ARC is currently forecasted for 2023 and 2024 within project 50964 Maroon Creek Road Trail. The Open Space and Trails board recognizes and has prioritized a new connection to the Maroon Creek Valley and the ARC, since the existing route follows a disconnected route including sidewalks, roads, and trails. An acceleration of the timeline is needed to ensure that a seamless connection is available in the event that the route through the Community Campus is eliminated. The project will start with \$100,000 in 2021 to begin the RFP for a design and engineering contractor, recognizing that the remaining design and construction costs will be accounted for in the 2022 budget planning process.				\$100,000
Parks & Open Space Ranger - Year Round (On-going): Use within parks, open space, and trails has been increasing, resulting in concerns such as a rise of dog waste and trail etiquette issues. Additional duties related to COVID, special event management, and the oversight of the bear program have augmented the scope of work for seasonal rangers. Staff propose the addition of a year-round ranger who will act as a year-round presence in the field, and oversee the summer seasonal rangers. This proposal is based upon a July 1 start date and is an on-going request with a full year cost of \$85,290.	1.00		\$43,440	
Cozy Point Electric Utility Upgrades (One-time): This new project will provide a needed update to the electrical infrastructure at Cozy Point. A new transformer will be installed, as well as an additional meter, which will help separate electrical uses between lessees on the ranch. This upgrade primarily supports the Farm Collaborative's sustainable agriculture operations and education and is sized to accommodate the development of the future Learning Center.				\$45,000
100 - Parks and Open Space Fund Total:	1.00	\$43,440	\$0	\$145,000
Golf Course Starter Building Remodel (One-time): This supplemental request will provide funding necessary for the completion of the starter building at the first tee. Building will provide a place for the starter to perform daily tasks. Shelter from weather and electricity for tee sheet operations will be included.				\$30,160
471 - Golf Course Fund Total:	-	\$0	\$0	\$30,160
Vaccination Appreciation: Not unlike past incentives through the City's wellness program to encourage annual flu vaccinations for staff, this one-time \$100 appreciation payment would be for the City's full and part time staff that have elected to get vaccinated from the COVID virus. As the vaccine is now widely available to government employees, if the City is able to achieve significant vaccination levels within its workforce, the Organization will have greater likelihood for stability in staffing and reduced high claim exposure to its partially self-insured health plan.				\$70,000
501 - Employee Benefits Fund Total:	-	\$0	\$70,000	\$0
Total New Requests - Operating / Capital:	5.00	\$955,320	\$1,014,229	\$175,160



2021 DEPARTMENTAL SAVINGS

CITY OF ASPEN	Fund/Department	Central Savings	Department Savings
<i>City Clerk (113)</i>		\$2,800	\$34,000
<i>City Manager (114)</i>		\$0	\$100,000
<i>Human Resources (115)</i>		\$6,600	\$74,800
<i>City Attorney (116)</i>		\$3,800	\$56,200
<i>Finance (117)</i>		\$5,800	\$100,000
<i>Asset Management (119)</i>		\$2,400	\$40,400
<i>Planning (122)</i>		\$11,500	\$100,000
<i>Building (123)</i>		\$5,800	\$62,700
<i>Police (221)</i>		\$0	\$22,100
<i>Streets (321)</i>		\$11,800	\$100,000
<i>Conservation, Efficiency, Renewables (325)</i>		\$4,400	\$35,000
<i>Engineering (327)</i>		\$4,100	\$50,300
<i>Environmental Health (431)</i>		\$10,400	\$94,700
<i>Special Events (532)</i>		\$12,400	\$80,400
<i>Recreation / ARC / AIG (Based on Subsidy) - 542</i>		\$38,500	\$100,000
<i>Red Brick Center for the Arts (552)</i>		\$2,600	\$49,900
<i>Parks and Open Space (572)</i>		\$3,300	\$23,600
<i>Business Services (592)</i>		\$0	\$300
001 - General Fund		\$126,200	\$1,124,400
100 - Parks and Open Space Fund		\$26,600	\$100,000
120 - Wheeler Opera House Fund		\$44,200	\$100,000
141 - Transportation Fund		\$6,600	\$100,000
152 - Kids First Fund		\$6,500	\$91,300
160 - Stormwater Fund		\$7,400	\$78,100
421 - Water Utility Fund		\$15,600	\$100,000
431 - Electric Utility Fund		\$11,100	\$100,000
451 - Parking Fund		\$11,200	\$100,000
471 - Golf Fund		\$0	\$21,800
510 - Information Technology Fund		\$4,700	\$100,000
New Savings Generated		\$260,100	\$2,015,600
Savings from Prior Years (Cap Total @ \$400K)		\$139,900	N/A
Total Savings to Be Appropriated		\$400,000	\$2,015,600

Total Central / Departmental Savings: \$2,415,600

NOTE: For 2021, the City Manager is proposing a modified savings retention program, lowering the allowable amount of savings that can be appropriated for central and departmental savings, and infusing a greater amount of funds back into coffers for future use.

For this year, the City Manager is proposing the following thresholds:

- 40% of savings are included within a department's savings account, with an aggregate maximum of \$100,000 or an amount equivalent to 15% of the department's operating budget, whichever is less;
- 5% of savings are allocated to a Central Savings account, with an aggregate maximum of \$400,000;
- 55% of savings plus any savings above the maximums noted below are returned to fund balance.

The purpose of allowing carryforward savings is to provide an additional incentive for frugality by operating departments. Unlike traditional governments, which have a "use it or lose it" approach to annual operating budgets, Aspen's policy encourages departments to create savings in their annual operating budgets.

Carryforward Savings represent a portion of the previous year's operating budget savings from individual Departments or Funds. Departments and Funds are allocated these amounts as a reward for finding efficiencies in their operations that meet their operating goals while spending less than their appropriations. Prior year savings that are not expended are maintained in full and appropriated every year unless directed otherwise by the City Manager. These appropriations can be spent on items related to the Department's or Fund's mission but may not be used for ongoing expenditures. If a particular expenditure was denied as part of the budget process, departmental savings may not be used for this purpose without City Manager approval. Expenditures of \$10,000 or more must be approved by the City Manager.

*City of Aspen financial policies. adopted March 2021.



2021 OPERATIONAL CARRY FORWARDS

CITY OF ASPEN

Department/Description	Amount
COVID-19 General Support Recovery Funds: In 2020, Council appropriated up to \$3.5M for various support efforts related to the pandemic. Funding included \$500K for direct assistance to Pitkin County's financial assistance efforts; roughly \$1M for a commercial rent assistance program; \$500K for Aspen Community Foundation and Aspen to Parachute relief programs; \$200K for a revolving loan program for local small businesses; \$200K as a loan to ACRA for marketing support; and other various programs. Remaining funds are being requested for reappropriation to support the two Environmental Health staff and temporary communication staff that have been assisting with continued public outreach, education and enforcement.	\$480,000
000 - Nonclassified Subtotal:	\$480,000
Outdoor Lighting Regulation Review: Aspen's outdoor lighting regulations were last overhauled in 1999, with some minor amendments in 2003. Although the lighting code adequately served its purpose for many years, it has become obvious that changes in lighting technology (particularly LED lighting) have made the existing regulations an ineffective regulatory tool. In 2019, City Council approved \$50,000 in supplemental funds to the 2020 budget for this project. Staff capacity prohibited the Department from pursuing this work in 2020. This request will carry forward those funds and enable staff to proceed with this project in 2021.	\$50,000
Affordable Housing Technical Assistance Project: This previously approved budget request provides technical assistance related to ongoing affordable housing goal coordination with the Land Use Code. The balance of this fund is allocated to two ongoing contracts: (1)Design Workshop for specific improvements to the Multi-Family Replacement section of the code; (2)White and Smith related to a legal sufficiency review and other consultation services in support of proposed code changes.	\$36,450
Historic Preservation Benefits Outreach Program: When City Council identified amendments and reductions to historic preservation benefits as a priority in 2018, staff requested funds for anticipated public outreach. Although outreach, such as an online survey, was completed, staff did the work in-house and the Council funding was not used. Adoption of the requested amendments took until summer 2019 to complete.	\$35,000
Council approved rollover of the unused funds into 2020 to allow staff to use the money to promote remaining benefits. In 2020, staff contracted with an architectural conservator to spend \$24,999 to complete technical analysis and recommendations on the deterioration issues affecting ten historic downtown structures which are constructed of masonry that has been repeatedly painted over the last few decades. Paint has the potential to destroy the integrity of the masonry over time. A related issue is the preservation of original cast iron storefronts on several Victorian era commercial structures. This study will be completed in early 2021 and distributed to affected property owners and HPC for further discussion.	
The remaining funds are intended to be used in 2021 for public education tools about Aspen's designated properties, such as creating a book, brochures, or marker program. These public-facing projects are in response to Council feedback and direction over the previous two years regarding public perception of the HP program.	
Electronic Permitting System: Council previously approved these funds in conjunction with the implementation of the City's permits management system. These funds will be used for staff to acquire Salesforce certifications, which will strengthen our internal capacity to maintain the system; train staff on the upgrade to the Salesforce platform planned for this year; and train new customers on the system's functionality.	\$30,870
Affordable Housing Cash-In-Lieu Project: This fund covers professional services for White and Smith and TischlerBise in the update of the affordable housing fee-in-lieu calculation. The work is already under contract and the money obligated. Work is anticipated to be completed by Q3 2021.	\$25,070



CITY OF ASPEN

2021 OPERATIONAL CARRY FORWARDS

Department/Description	Amount
Contract Support for Processing Land Use Cases and Reviewing Building Permits: As part of the Fall 2020 Supplemental, Council approved ComDev's request for \$100,000 for contractor support to review and process Planning Land Use Cases and Building Permits. The request indicated that the work would begin in 2020, but would extend into 2021, and that an operational carry forward of the balance in the professional services accounts would be required for use in 2021. Contracts are currently in place for this work. This request will carry forward the funds for those contracts.	\$25,000
Lift 1A Planning Project: As the City is a stakeholder in the Lift Corridor project, items may arise over the course of the project during 2021 that will warrant funding. For example, the City has financially contributed to the development of a wayfinding signage program with other stakeholders to ensure that signage among the stakeholders is coordinated and minimized throughout the site. Further design development may be needed in the future. Additionally, the ordinances that were approved by the electorate require City participation in certain areas of the project, such as the development of legal agreements, and funds may be needed to ensure that the City's obligations are met.	\$14,130
Uphill Economy Project: The ongoing Uphill Economy Project is a Council-approved, inter-departmental economic development and environmental conservation program. Funds were allocated in 2018-2019 for the development of plans and program in support of the project. In 2020, staff completed a stakeholder-driven rebranding exercise and collaborated with regional partners to develop video content supporting uphill safety and awareness. This carry forward request will ensure sufficient funds to cover final costs of the rebranding and video projects which have not yet been invoiced to ComDev. All funds anticipated to be spent prior to Q3, 2021.	\$9,660
Historic Preservation Review Sheets: In 2017, Community Development staff undertook enforcement on an historic preservation project where it was found that work was taking place contrary to HPC approvals and building permits. The enforcement action resulted in a decision that a \$30,000 financial assurance the owner was required to post during construction would not be refunded. Council approved moving the forfeited funds into ComDev's operating budget to create new processes to prevent future violations. Phase 1 of this project was completed in 2018, and resulted in a number of suggested Phase 2 implementation steps. Phase 2 moved forward with a consultant mapping improvements to the preservation review and permitting process. With the remaining funds in this project, staff would like to assemble construction details for typical historic preservation challenges, such as how to properly insulate an historic home in a manner that retains historic integrity and avoids unique deterioration issues that could be triggered in older structures.	\$3,120
122 - Community Development - Planning Subtotal:	\$229,300
Contract Support for Processing Land Use Cases and Reviewing Building Permits: As part of the Fall 2020 Supplemental, Council approved ComDev's request for \$100,000 for contractor support to review and process Planning Land Use Cases and Building Permits. The request indicated that the work would begin in 2020, but would extend into 2021, and that an operational carry forward of the balance in the professional services accounts would be required for use in 2021. Contracts are currently in place for this work. This request will carry forward the funds for those contracts.	\$71,120
123 - Community Development - Building Subtotal:	\$71,120
001 - General Fund Total:	\$780,420
Energy Efficiency Upgrades at Affordable Housing Properties: In 2020, Council appropriated \$500,000 for energy efficiency upgrades at affordable housing rental properties, with a goal to improve aging housing stock, reduce energy use and greenhouse gas emissions, improve livability, and reduce the utility bills for tenants and tax payers. Due to COVID-19, it was not possible to implement this program. Staff will present Council with options to move the program forward in Summer 2021, and begin to implement the program shortly thereafter.	\$470,000
132 - REMP Fund Total	\$470,000



CITY OF ASPEN

2021 OPERATIONAL CARRY FORWARDS

Department/Description	Amount
COVID-19 Housing Recovery Fund: In 2020, Council appropriated up to \$1.5M for rental and mortgage assistance for individuals in deed restricted affordable housing. City funds were initially utilized to support a Pitkin County financial assistance program, but that program was terminated after June 2020. Since that time, staff has been discussing options to support this same group of individuals through other existing programs and anticipates that more support can be provided through these avenues if funding is continued. This request is to carry forward a portion of these funds for the same purpose: \$1,022,541 remained at the end of 2020; however, to preserve fund balance for other housing development initiatives, roughly half is only being requested for reappropriation.	\$500,000
150 - Housing Development Fund Total	\$500,000
COVID-19 Childcare Recovery Fund: In 2020 Kids First supported young children, their families and the childcare programs with emergency financial aid, rent relief, funding for reduced group size allowed, funding for emergency closures due to COVID-19, and reimbursement for the extra PPE and cleaning products they needed. In large part because of this support, all licensed programs have opened and are operating. The enrollment is still lower than usual, approximately 70% overall, but it varies quite a lot from one program to another. There is also continued uncertainty about having to close due to positive cases or to quarantine. This has caused stress among childcare programs and for families. With our funding we have been able to support programs during these closures and at the same time take that burden of payment from parents. This request is to carry forward funds for the same purpose.	\$609,240
152 - Kids First Fund Total:	\$609,240
Aggregate Equipment/Maintenance/Repair Carry Forwards	\$611,790
Aggregate PC Replacement Carry Forwards	\$301,930
Aggregate Workstation Replacement Carry Forwards	\$32,887
Other Operational Carry Forward Requests Total:	\$946,607
Total Operational Carry Forward Requests:	\$3,306,267



2021 CAPITAL CARRY FORWARDS

Project Title	Project Description	2020 Carry Forward
51059 Core City Network - AMP - 2019	Replacement of core network switching and routing equipment	\$195,700
51301 Core City Network - AMP - 2020	Replacement of core network switching and routing equipment.	\$57,500
Information Technology Subtotal:		\$253,200
51112 City Offices - 425 Rio Grande	City Offices - 425 Rio Grande	\$12,035,767
51114 City Offices - Existing Rio Grande Building	City Offices - Existing Rio Grande Building	\$1,700,000
50074 Pedestrian Mall - Planning and Design (ONLY)	Planning and design of the pedestrian mall improvement including: electrical, stormwater and water infrastructure. As well as to improve pedestrian safety, ADA accessibility, and drainage.	\$234,385
51113 City Offices - Armory Renovation	City Offices - Armory Renovation	\$176,696
Asset Management Subtotal:		\$14,146,848
50829 Electrical Restraint Devices and Cameras	Replacement of tasers.	\$9,793
Police Subtotal:		\$9,793
50486 Garmisch Bus Stop and Pedestrian Improvements	Complete an area on Garmisch that will allow RFTA BRT stop locations as well as allow safe bicycle/pedestrian movement.	\$288,010
50488 Ute Avenue Traffic Calming and Trail Connection	Installation and land acquisition to complete missing sidewalk/trail connection on Ute Avenue. Study corridor and develop construction plans which address pedestrian safety concerns and excessive traffic speeds.	\$122,320
50487 Hallam Street Roadway Improvements at Yellow Brick Building	Install pedestrian and traffic calming features to increase safety. Storm water infrastructure would be modified to alleviate drainage issues.	\$65,000
51257 CDOT Joint Project on Concrete Roundabout Design and Construction	The roundabout at the entry to Aspen will be placed in concrete with reinforcement to reduce potholing and issues during winter in a joint project with CDOT. City of Aspen will pay for 50% of this work.	\$55,000
50844 Phase 1 Main St Improvements to signals with CDOT Coordination	Modifying 4 intersection signals on Main St	\$40,000
Engineering Subtotal:		\$570,329
50952 ARC Downstair Remodel	The Recreation Department is planning on remodeling the downstairs of the ARC for additional space for classes.	\$92,308
51212 Training Room ARC Remodel Phase 3	This is to remodel the existing shooting room in the basement of ARC with a professional training facility. This would include synthetic turf, equipment.	\$7,734
50956 Water Feature Replacement - 2019	Replacement of water features in Moore Pools	\$61,857
50360 AIG Cooling Tower replacement	Replacement of the cooling tower serving the refrigeration plant.	\$26,532
50407 Pool Slide Stairs Replacement	Replacement of stairs leading to water slide in the Aspen Recreation Center	\$18,534
51206 Zamboni Battery Replacements - 2020	Replacement of Zamboni battery.	\$12,000
Recreation Subtotal:		\$218,965
51270 Design and Implementation of Improvements to Red Brick Arts Public Spaces	Red Brick Center for the Arts will oversee the creation of design options by an architect for improving the public spaces such as the main corridor, conference room, bathrooms, interior signage, exterior and interior doors. Quality and functionality of the public spaces are important to the tenant experience, artistic programming, safety and energy efficiency of the facility. The design process will include a meeting with the architects and tenants to gather input on the design selections. Red Brick Arts will begin Phase I improvements of items identified as priority and achievable in 2020.	\$92,000
Rebrick Center of the Arts Subtotal:		\$92,000
000 - Asset Management Fund Total:		\$15,291,135



2021 CAPITAL CARRY FORWARDS

Project Title	Project Description	2020 Carry Forward
51186 Galena Plaza and Pedestrian Corridor	Construction of the new Galena Plaza and the associated pedestrian corridor from Main Street down to Rio Grande Place, including the Courthouse trail.	\$29,384
51189 Cozy Point Ranch - Main House Upgrades	Address deficiencies in main Cozy Point Ranch, ranch house as identified in the Capital Asset Plan.	\$11,652
50993 Herron Park Playground Replacement	Replacement of the play structure at Herron Park. The existing structure is antiquated and does not meet current playground safety codes.	\$10,000
51003 John Denver Sanctuary Interop - Implementation	Implementation of the John Denver Sanctuary Interpretive Plan. Project includes the construction of an informational signs at the entrance to the Sanctuary, miscellaneous interpretive signage and IT based interpretative programs to provide visitors a deeper insight into the sanctuary.	\$9,954
51188 Urban Forest Canopy Cover Survey	Updated inventory of the ground cover canopy provided by the urban forest.	\$5,000
51065 Old Stage Trail Surface Rebuild	Repair and replace the asphalt along portions of the Old Stage Trail where there has been significant damage created by tree roots. Project includes installation of root barrier and reconstruction of the subsurface structure.	\$138,382
50343 Slaughterhouse Bridge Concert Repair and Railing	Repair undermined concrete trail and install a railing to safeguard trail users.	\$46,796
50986 Irrigation Efficiency Improvements	On going project to implement irrigation efficiency improvements throughout parks and city spaces. First project slated for Red Brick Center for the Arts.	\$43,145
51182 Trail Striping - 2020	Contracted services for the stenciling and striping of the trails surface for safety and traffic control.	\$25,000
51185 Core City Network - Parks - 2020	Replacement of network equipment.	\$2,500
100 - Parks and Open Space Fund Total:		\$321,812
51428 Wheeler Masonry Restoration	Repair weathered stones and grout joints from the original construction of the building.	\$1,378,865
51041 Wheeler Building and Site Improvements - 2019	Renovation of existing elevator, remodel service entrance & parking lot refurbishment	\$783,411
51357 Projector Replacement	Our current projector has reached the end of its lifespan and technology has surpassed it. Movies now are made in 4K and our current projector cannot handle the new technology.	\$175,000
51226 Ticketing System Components	Ticketing System (POS) equipment and components related to ticketing/ box office operations	\$1,397
51228 Website Improvements and Upgrades	Updates to existing Wheeler Opera House websites	\$39,190
51229 Interior Updates - Operating System and Paint/Patch/Repairs	Improvements to Front of House and other public spaces.	\$54,886
51231 Production Improvements - Lighting and Audio	Upgraded equipment and components for the Wheeler performance spaces, including purchase of a new lighting console.	\$38,899
51042 Core City Network - Wheeler - 2019	Replacement of core network switching and routing equipment.	\$6,000
51232 Core City Network - Wheeler 2020	Replacement of network equipment.	\$2,500
120 - Wheeler Opera House Fund Total:		\$2,480,148
51109 CMAQ Grant for WE-Cycle Stations and Equipment	Additional stations and equipment for the bike sharing program funded by the State CMAQ grant award of \$149,022 and local match of \$15,489 from Pitkin County and COA \$15,489 (Resolution #80-2018)	\$180,000
51159 Rubey Park Maintenance - 2020	Annual maintenance and repair of the Rubey Park Transit facility	\$20,000
141 - Transportation Fund Total:		\$200,000



2021 CAPITAL CARRY FORWARDS

Project Title	Project Description	2020 Carry Forward
51289 Burlingame Phase 3 - New Construction Buildings 8-15 (79 units)	Burlingame Phase 3 - New Construction Buildings 8-15 (79 units).	\$278,067
51225 Lumber Yard Housing Development	Lumber Yard Housing Development. Budget Team Comments: future funding of \$156,100,000 is currently in 2021-2030, in the 10-year capital plan. \$500,000 in 2021, \$300,000 in 2022, \$300,000 in 2023, \$35,000,000 in 2024, \$35,000,000 in 2025 and \$85,000,000 in 2028-2030.	\$48,780
50542 PPP Development Rental Housing	City-commissioned development of rental housing at 802 Main, 517 Park Circle and 488 Castle Creek	\$3,171,135
51298 Forest Service Farm Bill	Forest Service Farm Bill	\$50,000
150 - Housing Development Fund Total:		\$3,547,982
51163 Core City Network - Kids First - 2020	Replacement of network equipment.	\$1,250
152 - Kids First Fund Total:		\$1,250
51164 Mill and Gibson WQ Improvement	Improvements to the outfall to remove pollutants from stormwater runoff in that basin, as well as necessary upgrades to improve capacity of Gibson Ave stormwater pipe.	\$100,000
51021 Mud and Debris Flow Alert System - 2019	The Mud and Debris Flow Study completed in 2018 suggested the installation of an alert system on top of Aspen Mountain to provide notice to the community when conditions are favorable for a potential mud or debris flow event on Aspen Mountain.	\$50,000
50849 Master Planning - River Management Plan Phase II	Identify and evaluate water management options for feasibility and effectiveness at improving river health on the Roaring Fork River in Aspen.	\$60,000
50126 SW Master Planning 2016	Effort to better define the existing conditions (infrastructure, water quality, hydrology, etc.) in the watershed and to determine capital projects needed to protect the river from urban impacts or improve the overall health of the river.	\$31,637
50850 Master Planning - Riparian Area Master Plan	Identify and evaluate areas for riparian health protection and restoration.	\$14,222
160 - Stormwater Fund Total:		\$255,859
50937 WTP Campus - Exterior Building Improvements	Repair to water treatment facility building exteriors. Improvements to include additional snow fences, repair to metal roof, and replacement of exterior stucco and coatings.	\$40,200
51130 WATER Aspen Intelligent Metering (AIM) - Network 2020	Additional AIM Network infrastructure to support water meters outside of electric service area (downtown and Burlingame areas)	\$1,150,525
50132 New Equipment Storage Building	50/50 project cost split between water and electric utility to construct an approximately 48' x 36' dry storage building.	\$773,567
51131 Non-Compliant Meter Replacement - 2020	Replacement of water system meters older than 1985	\$511,600
50571 12 Inch Line to Tiehack Tank Feed	Interconnect city's Tiehack water tank with Highlands system to increase level of service and create loop for Tiehack/Buttermilk customers.	\$327,976
51140 Water Rights - Transfer Mechanisms	Engineering and legal services to investigate and draft language to Alternative Transfer Mechanisms (ATMs) for the City's water rights portfolio	\$185,082
51149 Maroon Creek Headgate/Pipeline - 2020	Installation of man access points, existing pipeline survey, reinforced concrete pipeline point repair to prep for in-situ lining	\$155,539
50942 Integrated Resource Plan	Project to develop an integrated water resource, treatment, and conveyance/distribution master plan.	\$120,327
51146 Fleet-Water - 2020	Replacement of Water fleet vehicles: GMC 2500 and Toyota Tacoma.	\$75,000
51138 Woody Creek Parcel	Engineering studies to support development of Woody Creek parcel into water storage reservoir.	\$73,902
50745 Backwash Pond - Master Plan & Solids Mitigation	Create Master Plan for capital improvements to Backwash Pond that includes Solids Mitigation	\$66,255



2021 CAPITAL CARRY FORWARDS

Project Title	Project Description	2020 Carry Forward
50568 Thomas Reservoir Valves	Remove original valves which do not seal correctly.	\$57,062
51134 Distribution System Flowmeters at Zone Breaks	Installation of flow meters at zone breaks pressure reducing valves and pump stations.	\$55,598
50927 Fleet - Water - 2019	Replacement of bobcat S 330	\$45,000
50755 Gauging Stations - 2018	Installation of new USGS gauging station on Castle Creek and a new NRCS snow telemetry (SNOWTELE) site.	\$40,000
50939 Maroon Creek Hydro Building Repairs	Improvements and repair to maroon creek hydro building.	\$39,036
50556 Water Site Maintenance	Annual maintenance and repaving of water campus property, roads and parking lot	\$19,659
51079 Core City Network - Water - 2019	Replacement of core network switching and routing equipment.	\$8,356
51156 Core City Network - Water - 2020	Replacement of core network switching and routing equipment.	\$7,500
50265 Core City Network - Water - 2016	Replacement of core network switching and routing equipment	\$1,163
421 - Water Utility Fund Total:		\$3,753,347
50594 Electric AMI - Mesh Network	Installation of Advanced Metering Infrastructure (AMI) backbone for electric, and possibly water, distribution systems including collector units, routers, software, Radio Frequency (RF) tools, as well as electric meters capable of two-way communication.	\$806,313
51271 Electric System Assessment: Projects Identified - 2020	Infrastructure analysis is underway. Upon completion, it is anticipated that additional maintenance on existing infrastructure will be required throughout the system	\$350,000
50895 Electric System Grid Resiliency Project	System Assessment defined projects to improve electric grid resiliency to include: Fusing Study and Implementation Fusing Improvements, Over-Current Protection Analysis, Ruedi Expansion, Future Project Analysis, Aspen Recreation Center Generator.	\$89,350
51141 Fleet - Electric - 2020	Replacement of fleet vehicles: Ford F250 and Ford F150	\$45,000
50897 Core City Network - Electric - 2019	Replacement of core network switching and routing equipment.	\$3,500
51144 Core City Network - Electric - 2020	Replacement of core network switching and routing equipment.	\$2,500
50266 Core City Network - Electric - 2016	Replacement of core network switching and routing equipment	\$1,395
431 - Electric Utility Fund Total:		\$1,298,058
51273 Fleet - Parking - 2020	Parking garage Ventrac tractor replacement	\$27,000
50605 Kiosk - Airport	Parking Kiosk replacement	\$12,063
51026 Core City Network - Parking - 2019	Replacement of core network switching and routing equipment.	\$6,000
50267 Core City Network - Parking - 2016	Replacement of core network switching and routing equipment	\$5,600
51285 Core City Network - Parking - 2020	Replacement of core network switching and routing equipment.	\$5,663
451 - Parking Fund Total:		\$55,663
51008 Core City Network - Golf - 2019	Replacement of core network switching and routing equipment.	\$10,350
50618 Electrical - Golf and Nordic Clubhouse	Facility maintenance to the electrical systems of the Golf and Nordic Clubhouse.	\$7,410
51302 Core City Network - Golf - 2020	Replacement of core network switching and routing equipment.	\$5,000
50271 Core City Network - Golf - 2016	Replacement of core network switching and routing equipment	\$2,045
471 - Golf Course Fund Total:		\$24,805
50630 Truscott Exterior Painting Bld 400-1000	Paint exterior siding, facia and trim: bldg. 400,500, and 600 in 2019.	\$350,000
50643 Truscott 100 Laundry Room Equipment Replacement	Replace washers and dryers with high efficiency large capacity coin or card vend machines.	\$124,000
50644 Truscott Bollard Light Replacement	Replace exterior bollard lights throughout property	\$68,000
51072 Truscott Phase I - 400-1000 Roof and Gutter Replacement	Replace Roofs and gutter on buildings 400, 500, 600, 700, 800, 900, and 1,000	\$62,295
50645 Truscott 600 and 900 Laundry Rm. Equipment Replacement	Replace washers and dryers with high efficiency machines.	\$47,000
51220 Truscott 100 Building Exterior Painting - 2020	Repaint the exterior of the 100 building.	\$35,000
51221 Truscott Ph 1 Hot Water Storage Tank Replacement - 2020	Replace water storage tanks as needed.	\$20,000
50652 Truscott Garage Door Replacement	Replace garage door at maintenance garage	\$4,000
50717 Core City Network - Truscott - Out Years	Replacement of core network switching and routing equipment.	\$1,250
491 - Truscott I Housing Fund Total:		\$711,545



2021 CAPITAL CARRY FORWARDS

Project Title	Project Description	2020 Carry Forward
51066 Marolt - Full Exterior Paint & Repair	Full Exterior Paint & Repair- All buildings	\$34,815
51167 Marolt - Exterior Painting - 2020	One building per year, including siding and fascia repair	\$29,000
492 - Marolt Housing Fund Total:		\$63,815
51429 Renovation of 705 Cemetery Lane	Units within the current City of Aspen inventory have been occupied for decades without significant improvements. As these units turnover, the City needs to perform renovations to make them livable for new tenants. The prior City Manager unit on Cemetery Lane will be renovated and converted into two units, providing additional housing in the city.	\$325,364
50231 540 Employee Housing - Construction	Construction of eight new employee housing units at 540 East Main Street	\$104,142
51306 Renovation of 20 Water Place	Units within the current City of Aspen inventory have been occupied for decades without significant improvements. As these units turnover, the City needs to perform renovations to make them livable for new tenants. 20 Water Place need carpet, paint, and countertop replacements, plus changes to plumbing for kitchen and laundry locations. These renovations will give this unit extended useful life and help the City to ensure an appropriate level of housing for its staff.	\$43,793
505 - Employee Housing Fund Total:		\$473,299
51235 Network Services - 2020	2020 Network Services investments [NOTE: New City Offices IT will be factored into when some of these investments are made]: - Backup (software, installation, Production & Disaster Recovery (DR) media agents) - \$65k - Firewall investments: \$36k - Active Directory Upgrades: \$10k - Storage Area Network (SAN) Refresh/Upgrades: \$80,600 - Virtualization & Computing Infrastructure: \$139,800 - Virtual Desktop Infrastructure: 32k	\$287,300
50237 Galena Plaza Fiber	Mitigation of campus and metro fiber network impact by Galena Plaza reconstruction. An alternate route will need to be constructed to maintain services during construction.	\$79,709
51055 Small Cell - 2019	This project is to create a Neutral Host/Multi-Carrier wireless Small Cell cellular radio access node on a City owned building. This initiative will inform future Small Cell implementations.	\$60,000
51236 Fiber Optic Implementation - 2020	2020 Fiber Implementation: Repair/replace fiber cable and/or fiber splices found bad or failing: \$30k; Correct Streets fiber currently vulnerable to weather and exposure damage: \$30k; Expand fiber and/or conduit during Small Cell and other construction projects: \$35k	\$56,506
51043 Fiber Investments - 2019	This project provides a route, and extends our existing ring, from 7th Street to Streets utilizing existing 6" conduit owned by Water (use of this conduit requires agreement from the Water team). This fiber reroute results in a better path for the fiber North Ring and resolves existing fiber issues south of streets.	\$55,736
51240 CBRS PAL Radio Spectrum License	In collaboration with Pitkin County, purchase CBRS mid-band radio spectrum license for uses including public safety, City/County operations and commercial wireless capacity augmentation: \$15k	\$15,000
51243 Streets SmartBunker	Streets is a critical location for City and Pitkin County communications (including 911). The current IT physical environment should be improved to include proper equipment enclosure, cooling and network connections. An APC SmartBunker (or alternative) would create this better technology physical environment: \$37,500	\$12,612
50819 Microsoft Active Directory Upgrade	This request is to upgrade City Domain Controllers (i.e., Microsoft Active Directory) from Windows Server 2008 version to Windows Server 2016 version.	\$11,635



2021 CAPITAL CARRY FORWARDS

Project Title	Project Description	2020 Carry Forward
51107 Streets Generator	Critical communication infrastructure supporting City of Aspen and Pitkin County facilities up Castle Creek, Maroon Creek and down Highway 82 (including E911) require reliable, continuous power at the Streets facility. This project implements a gas powered generator for Streets to power communications and Streets facility (e.g., emergency lights, garage doors) capabilities in the event of a power outage. Project costs for this Streets Generator are estimated as not to exceed \$30,000.	\$4,069
51044 Network Services - 2019	Sophos Virus Protection Software Lease	\$35,502
51237 Cybersecurity 2020	2020 Cybersecurity: Cybersecurity Audit: Contract with 3rd party cybersecurity firm to perform a security audit and make recommendations for security vulnerability remediations - \$25k; Nessus Pro Vulnerability Scanner + consulting: \$5,500	\$30,500
510 - Information Tech. Fund Total:		\$648,569
Total Capital Carry Forward:		\$29,127,285



2021 TECHNICAL ADJUSTMENTS

CITY OF ASPEN

Department/Description	Operating	Capital	Debt	Transfer
Merit Pay (Previously Approved): Full year funding of merit pay increases for employees that were approved in the 2020 fall supplemental (Ordinance 19 Series 2020) were not incorporated into the 2021 adopted budget. This will provide full year funding in 2021 for those increases. The 2021 increase is more than 60% increase because this is a full year's funding, whereas 2020 increase represented a maximum of 8 months of increase for those with a review date on 4/1/2020, decreasing for those with later reviews. Someone with a review on 10/1/2020 would have only added 3 months of increased costs in 2020, but 12 full months in 2021.				
001 - General Fund	\$ 277,600			
100 - Parks and Open Space Fund	\$ 61,600			
120 - Wheeler Opera House Fund	\$ 12,840			
141 - Transportation Fund	\$ 10,450			
152 - Kids First Fund	\$ 14,470			
160 - Stormwater Fund	\$ 10,890			
421 - Water Utility Fund	\$ 48,990			
431 - Electric Utility Fund	\$ 34,940			
451 - Parking Fund	\$ 24,350			
471 - Golf Course Fund	\$ 16,340			
491 - Truscott I Housing Fund	\$ 3,190			
492 - Marolt Housing Fund	\$ 2,960			
510 - Information Technology Fund	\$ 8,210			
Citywide Total:	\$526,830	\$0	\$0	\$0
City Hall Audio Visual Increase (Previously Approved): Increase appropriations to provide the needed technology to improve the Council Chambers production equipment for meeting broadcasts, linking other meeting spaces into a livestream platform for public spaces and overflow rooms, and to allow for improved remote participation and presentation opportunities in today's world. Approved by Resolution 22 (Series 2021) on February 23, 2021.				
		\$312,550		
Galena Plaza Conceptual Design Plan (Previously Approved): Increase appropriations to provide conceptual design plan to include the area south of the new plaza extension to the alleyway to the south by Charles Cunniffe Architects. Approved by Change Order #34 on October 27, 2020.				
		\$237,770		
City Facilities COVID-19 HVAC Measures: In order to allow staff and community to return to city facilities safely, HVAC upgrades were required. Improvements include improved circulation, enhanced filtration, and other remedial upgrades. This was an emergency procurement, presented to Council via memo on 1/11/2021.				
		\$102,750		
119 - Asset Management Subtotal:	\$0	\$653,070	\$0	\$0
000 - Asset Management Plan Fund Total:	\$0	\$653,070	\$0	\$0
Truscott Office Remodel for APCHA (One-time): Transfer of \$400,000 to 620 - Housing Administration Fund for costs related to remodeling and moving into new offices in Truscott. Previously approved for \$400,000 by Council via memo on 12/18/2020. Increased costs in materials, and the discovery of building deficiencies related to the project have increased the total cost by \$75,000.				
		\$475,000		
Transfer to IT Fund (Previously Approved): Transfer from the General Fund to the 510 IT Fund. Equal to 50% of the total Broadband fiber project. Remaining funds to come from a DOLA grant award.				
		\$221,450		
Isis Building Interest Payment for Debt (One-time): Transfer of \$27,190 to the 250 - Debt Service Fund for the required semiannual debt interest payment associated with the outstanding Certificate of Participation (COP) payments following the refinancing that took place October 2020. Absent lease payments by the tenant that would otherwise cover this cost, the General Fund is required to fund this obligation.				
		\$27,190		
000 - Unclassified Subtotal:	\$502,190	\$0	\$0	\$221,450



2021 TECHNICAL ADJUSTMENTS

CITY OF ASPEN

Department/Description	Operating	Capital	Debt	Transfer
Paydown of General Fund Loan from Wheeler Opera House: The City's General Fund received \$1.2 million in CARES act funding in 2020 to offset costs related to providing emergency COVID-19 services to the community. The \$3.5 million loan from the Wheeler Opera House Fund, to be paid back by the General Fund, will be shortened to 7 years at an updated interest rate. The net effect is to reduce the General Fund's yearly payments, starting in April 2022, to \$343,488 per year.				\$859,527
112 - Mayor and Council Subtotal:	\$0	\$0	\$0	\$859,527
Sales Tax & Business License System Increased Costs (On-going): The City implemented the MuniRev and LodgingRev systems to address two distinct issues: 1) to migrate away from the previous sales tax and business license software (Innoprise) that was failing and being hosted on a shared server; and 2) to address the Community's concerns around the short-term rental industry and to identify and gain compliance from these businesses that have sprung up throughout Aspen neighborhoods. The Finance Dept successfully moved to the two new platforms in early 2020, but delayed their roll out to the business community until Fall 2020 due to the pandemic. With these systems now in full operation, billing has transitioned from early pricing agreements and was slated to begin pricing based on # of business accounts and identified lodging properties. Looking at the count of businesses and properties, the City has reached out to the vendor to negotiate new fixed price arrangements to provide stability to the billing and to advocate for a low cost option as we continue to see these counts rise. The increase to the agreement is approximately \$15,000; but is fully supported by increased tax and business license collections being remitted as a result of these software solutions.	\$15,000			
117 - Finance Department Subtotal:	\$15,000	\$0	\$0	\$0
Waste Diversion Program Staffing (One-time): On December 7, 2020, Council approved additional funding to hire a <u>temporary</u> employee and fund small scale waste diversion programming such as a seasonal compost "take out" container collection and the purchase of collection containers for businesses. The additional employee will work to continue existing waste reduction services such as managing the Rio Grande recycling center, working with special events and enrolling new residents and businesses in the composting program to allow for our Sr. Environmental Health Specialist to put together a long range waste reduction strategy for council evaluation.	\$100,000			
431 - Environmental Health Subtotal:	\$100,000	\$0	\$0	\$0
001 - General Fund Total:	617,190	-	-	1,080,977
Tourism Promotion Fund Release of Excess Revenue (One-time): Appropriation is needed to release excess funding received in 2020 to ACRA.	\$170,800			
130 - Tourism Promotion Fund Total:	\$170,800	\$0	\$0	\$0
Fleet Replacement: Revenue from 491/492 and 641/642 was not transferred into the 620 Housing Development Fund to pay for capital costs related to project 51422 - Fleet.	\$9,300			
491 - Truscott I Housing Fund Total:	\$9,300	\$0	\$0	\$0
Fleet Replacement: Revenue from 491/492 and 641/642 was not transferred into the 620 Housing Development Fund to pay for capital costs related to project 51422 - Fleet.	\$9,300			
492 - Marolt Housing Fund Total:	\$9,300	\$0	\$0	\$0



2021 TECHNICAL ADJUSTMENTS

Department/Description	Operating	Capital	Debt	Transfer
Roaring Fork Broadband (Previously approved): Roaring Fork Broadband (RFB) is a 10-year fiber-based communications infrastructure investment made feasible by regional partnerships, a 50% DOLA grant match opportunity and Holy Cross Energy's (HCE) Roaring Fork Valley 2021 fiber implementation. RFB partners include Pitkin County, City of Aspen, Town of Snowmass Village, Town of Basalt, Glenwood Springs, DOLA, NWCCOG Project THOR and Holy Cross Energy. RFB delivers fiber optic infrastructure capable of serving unserved and underserved Roaring Fork Valley communities including Basalt, Snowmass Village and community resources like Cozy Point Ranch and Brush Creek Park & Ride. It also enhances the Pitkin County public safety network and connects the new HCE fiber network to Aspen Fiber and the Project THOR Northwest Colorado regional network. NOTE: This funding request is contingent upon successful award of a 50% (\$221,500) DOLA grant with grant review results anticipated end on March 2021.		\$442,900		
510 - Information Technology Fund Total:	\$0	\$442,900	\$0	\$0
Total Technical Adjustments - Operating / Capital / Transfers:	1,333,420	1,095,970	-	1,080,977