

AGENDA ITEM SUMMARY

REGULAR MEETING DATE: September 8, 2010

AGENDA ITEM TITLE: 2nd Reading, A Resolution of the Board of County Commissioners of Pitkin County, Colorado, Providing Supplemental Appropriations to the 2010 Budget (May through July).

STAFF RESPONSIBLE: John Redmond and Susan Atwood

ISSUE STATEMENT: This budget resolution is required to formally adopt the Budget Supplemental Requests that have been approved by the BOCC from May through July 2010.

BACKGROUND: Changes to the budget are informally approved by the BOCC throughout the year during work session discussions. A budget resolution and public hearing is required to legally change budget balances. This resolution is a compilation of the Supplemental Budget Requests approved by the Board from May through July. The informal approval process was designed to improve the efficiency of the organization by allowing departments to move forward on projects needing budget adjustments without requiring a formal resolution for each project.

LINK TO STRATEGIC PLAN: Each Supplemental Budget Request discussed individual projects and their link to the strategic plan.

KEY DISCUSSION ITEMS: The Board should be familiar with these items from their work session conversations, however staff will be available if further discussion is necessary.

BUDGETARY IMPACT: This resolution increases budgeted revenues across all funds by \$501,984 and increases budgeted expenditures by \$1,745,286 for a net increase/(decrease) to fund balance of (\$1,243,302). The total net change to the General Fund balance is (\$394,077). The following table "Changes in Budgetary Fund Balances" identifies the impact of this resolution and the ending budgetary fund balance for each fund.

RECOMMENDED BOCC ACTION: Approve and adopt the attached budget resolution upon second reading.

ATTACHMENTS:

1. Table "Changes in Budgetary Fund Balances"
2. A Resolution of the Board of County Commissioners of Pitkin County, Colorado Providing Supplemental Appropriations to the 2010 Budget (May through July).

Changes in Budgetary Fund Balances

Fund Name	Beginning Fund Balance 1/1/2010	2010 Budget	Budgetary Fund Balance, 1/1/2010	Net Change This Reso	Budgetary Fund Balance, 12/31/2010
General Fund:					
Restricted fund balances					
Debt Reserves	70,866	-	70,866	-	70,866
Park Dedication Fees	719,738	(180,668)	539,070	157,718	696,788
TABOR Reserve	627,570	-	627,570	-	627,570
Payment in Lieu of Housing	4,412,917	-	4,412,917	(191,379)	4,221,538
State Superfund Tip Fees	430,856	(496)	430,360	-	430,360
Air Quality Mitigation	24,666	-	24,666	-	24,666
Insurance Reserves	1,197,152	-	1,197,152	-	1,197,152
Total Fund Balances Legally Restricted	7,483,765	(181,164)	7,302,601	(33,661)	7,268,940
Designated fund balances					
Emergency Contingency	3,372,430	-	3,372,430	-	3,372,430
Veterans Memorial	4,265	(500)	3,765	-	3,765
Wcomp and EE Insurance Liability	840,915	-	840,915	-	840,915
Tipsy Taxi	190,111	(10,197)	179,914	-	179,914
Building Contingency	5,700,580	-	5,700,580	-	5,700,580
Various Replacement Reserves	420,552	(66,752)	353,800	-	353,800
Amount allocated to balance 5 year plan	200,000	-	200,000	-	200,000
Total Fund Balance Reserved By Policy	10,728,853	(77,449)	10,651,404	-	10,651,404
Undesignated Fund balance	6,595,843	(3,113,836)	3,482,007	(326,755)	3,155,252
Total General Fund Balance	24,808,461	(3,372,449)	21,436,012	(360,416)	21,075,596
Other Funds:					
Translator Fund	219,659	(152,142)	67,517	-	67,517
Road Capital Fund	2,843,088	(2,320,259)	522,829	178,884	701,713
Road & Bridge Fund	-	-	-	-	-
Social Services Fund	34,084	(15,268)	18,816	-	18,816
Healthy Community Fund	363,754	(71,520)	292,234	(20,000)	272,234
Redstone Ranch Acre Fund	4,150	442	4,592	-	4,592
Ambulance District Fund	875,829	(231,598)	644,231	-	644,231
Open Space Fund	(652,729)	4,779,726	4,126,997	(333,431)	3,793,566
Enhanced 911 Fund	627,412	143,310	770,722	-	770,722
Conservation Trust Fund	2,132	-	2,132	-	2,132
Housing Impact Fees Fund	4,960,483	340,364	5,300,847	-	5,300,847
Healthy Rivers and Streams Fund	646,131	426,913	1,073,044	(100,000)	973,044
Public Health	-	-	-	-	-
Transit Sales/Use Tax Fund	9,405,909	496,053	9,901,962	-	9,901,962
Library Endowment Fund	4,795,150	-	4,795,150	-	4,795,150
Library Fund	575,644	(220,572)	355,072	-	355,072
Transit Sales Tax Debt Fund	214,225	-	214,225	-	214,225
Twining Improvement District Fund	8,534	2,242	10,776	-	10,776
General Obligation Debt Service Fund	(1,616)	4,311	2,695	-	2,695
County Lease/Purchase Fund	277	-	277	-	277
Airport Fund (Working Capital)	10,223,840	(3,693,080)	6,530,760	(574,678)	5,956,082
Solid Waste Center Fund (Working Capital)	1,615,514	(1,061,132)	554,382	-	554,382
Total All Fund Balances	\$ 61,569,930	\$ (4,944,658)	\$ 56,625,272	\$ (1,209,641)	55,415,631

A RESOLUTION OF THE BOARD OF
 COUNTY COMMISSIONERS OF PITKIN COUNTY, COLORADO,
 PROVIDING SUPPLEMENTAL APPROPRIATIONS TO THE
 2010 BUDGET (May through July)

Resolution ____-2010

Recitals

- 1) Additional revenues are anticipated to be received in 2010 than were appropriated, resulting in a portion of unappropriated fund balance available for unanticipated expenditures that occur during the year; and
- 2) Certain revenues will become available that were not anticipated during the preparation of the 2010 budget; and
- 3) Certain revenues anticipated to be received in 2010 will not be realized and will result in a decrease in fund balance; and
- 4) Funds budgeted in 2010 can now be determined to be in excess of those needed for specific projects and can be returned to fund balance; and
- 5) Upon due and proper notice, published in accordance with the law, said supplemental budget was open for inspection by the public at a designated place, a public hearing was held on _____, 2010 and interested citizens were given an opportunity to file or register any objections to said supplemental budget.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pitkin County, Colorado that adjustments be made to the 2010 budget as follows:

Previous Budget	Revenue Change	Expenditure Change	Revised Budget
\$	\$	\$	\$

GENERAL FUND

General Sales Tax

In order to simplify budgeting, Public Works labor was eliminated as a cost center. The transfer of budget between the Cost Center, Public Works, Road Capital and the General Funds has a net effect of increasing the expenditures in the Road and Bridge Fund. It is the County's policy to keep this fund at a net zero by either increasing or reducing sales tax revenue to the General Fund and correspondingly increase or decrease the sales tax in the Road and Bridge Fund. Therefore it is necessary to reduce the revenue to the General Fund by \$70,967 to cover the additional expenditure in Road and Bridge.

County General Sales Tax	4,758,148	(70,967)	-		4,687,181
		(70,967)	-		

BOCC

The BOCC approved a request from Redstone Water and Sanitation District to pay the \$4,064 land use fee for the replacement of the District's Plant.

Redstone/Purchase Services	-	-	4,064		4,064
		-	4,064		

The BOCC approved paying for the Woody Creek Subdivision's park dedication fee from the Housing Impact Fee dedicated fund balance. The total fee for the seven lots came to \$191,379.15. This transaction is a transfer between two dedicated fund balances and is reflected in the General Fund totals.

Payment of Woody Creek Park Dedication fees		191,379			
Park Dedication fee		191,379	-		
		191,379	191,379		

Previous Budget	Revenue Change	Expenditure Change	Revised Budget
\$	\$	\$	\$

Attorney

The BOCC approved funding the formation of the Woody Creek Subdivision. The contract will be managed through the Attorney's office and the County will be reimbursed if the formation is successful.

Woody Creek Subdivision	-	-	<u>100,000</u>	100,000
			- 100,000	

Sheriff

The BOCC approved a five year donation of \$5,000/year to Mountain Rescue Aspen for vehicle maintenance.

Response/Mtn Rescue Fleet Charges	-	-	<u>5,000</u>	5,000
			- 5,000	

Public Works

The County has received a grant from the Community Energy Coordinator (CEC) program. This grant will directly supplement Energy Management Program operations and labor, particularly as it pertains to support of Governor's Energy Office programs.

CEC Grant/Revenue	-	45,000	-	45,000
CEC Grant/Materials and Supplies	-	-	15,000	15,000
CEC Grant/Purchase Services	-	-	<u>30,000</u>	30,000
		<u>45,000</u>	<u>45,000</u>	

Land Management

Staff obtained two \$4,000 grants to control noxious weeds within Pitkin County. These grants will be used to reimburse landowners for costs associated with weed eradication.

St Grant/State and Private Forestry Revenue	-	8,000	-	8,000
St Grant/State and Private Forestry Expense	-	-	<u>8,000</u>	8,000
		<u>8,000</u>	<u>8,000</u>	

General Fund Open Space

Staff requested Park Dedication funds for the Redstone Coke Oven restoration project. The County has received additional funds from CDOT to expand the scope of the restoration project from three to sixty-two ovens which has resulted in an increase in administration costs.

Redstone Coke Oven/Engineer	36,000	-	<u>33,661</u>	69,661
			- 33,661	

Community Development

Pitkin County shares the cost of the Electrical Inspector 50/50 with the City of Aspen. Tom Parry has retired and his retirement buyout agreement with the City entitles him to \$71,295. The County's share is \$35,650. The budget remaining in the line item funds the remaining inspector.

Aspen Joint/Electrical Inspector	54,899	-	<u>35,650</u>	90,549
			- 35,650	

Previous Budget \$	Revenue Change \$	Expenditure Change \$	Revised Budget \$
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GENERAL FUND BALANCE CODING:

HOUSING IMPACT FEES FUND	-	191,379	
PARK DEDICATION FEES FUND	191,379	33,661	
RESTRICTED BALANCES TOTAL	191,379	225,040	
UNRESTRICTED GENERAL FUND TOTAL	(17,967)	197,714	
NET REVENUE INCREASE/(DECREASE) FUND BALANCE	173,412	422,754	

173,412 422,754
(249,342)

ROAD AND BRIDGE CAPITAL

Unused money from Snowmass Creek reconstruction was transferred to the capital replacement fund. The amount is over the \$50,000 transfer limit and therefore needed Board approval.

Snowmass Creek Reconstruction	199,163	-	(84,029)	115,134
Capital Replacement	895,460	-	84,029	979,489
		-	-	

The County entered a contract for \$18,000 with Mick Ireland for representation on the Intermountain Transportation Regional Planning Commission and the State Transportation Advisory Commission. CDOT is providing a grant for rural planning purposes that will help offset this expense.

STAC Grant /Reimb of Expense CDOT	-	10,600	-	10,600
STAC Grant/Contract Services	-	-	18,000	18,000
		10,600	18,000	

FUND BALANCE CODING:

ROAD AND BRIDGE FUND TOTAL	10,600	18,000	
NET REVENUE INCREASE/(DECREASE) FUND BALANCE		(7,400)	

OPEN SPACE AND TRAILS

Currently there is a gap between downtown Aspen and the County's East of Aspen Trail. This trail is an important component of the County's trail system. Approximately one third of the planned trail extension lies in unincorporated Pitkin County. OST partnered with the City of Aspen to finish the East of Aspen trail.

East of Aspen Trail	-	-	333,431	333,431
		-	333,431	

FUND BALANCE CODING:

OPEN SPACE AND TRAILS FUND TOTAL	-	333,431	
NET REVENUE INCREASE/(DECREASE) FUND BALANCE		(333,431)	

HEALTHY RIVERS AND STREAMS

The Healthy Rivers and Streams Citizen Board approved funding a study to determine baseline river health conditions in the area of the Roaring Fork River between the Salvation Ditch diversion and the confluence with Castle Creek.

Roaring Fork River Health Eval/Purchase Service	-	-	100,000	100,000
		-	100,000	

Previous Budget \$	Revenue Change \$	Expenditure Change \$	Revised Budget \$
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FUND BALANCE CODING:

HEALTHY RIVERS AND STREAMS FUND TOTAL	-	100,000	
NET REVENUE INCREASE/(DECREASE) FUND BALANCE		<u>(100,000)</u>	

PUBLIC HEALTH

A change in state statute requires that the County receive and distribute state money earmarked for Community Health Services. The Public Health fund was created in 2009. This adjustment budgeted the pass-through payments.

Misc. State Grants	-	210,000	-	
Pymt - Community Health	-	-	210,000	210,000
		<u>210,000</u>	<u>210,000</u>	

FUND BALANCE CODING:

PUBLIC HEALTH FUND TOTAL	210,000	210,000	
NET REVENUE INCREASE/(DECREASE) FUND BALANCE		<u>-</u>	

LIBRARY

The Library issued an RFP for an architect to study the current and future use of space. Staff requested approval to transfer funds from other projects to fund the study as the transfer is over the \$50,000 limit.

Non-FA Furnishings	39,614	-	(39,614)	-
Bldg Prjts/Carpet Replacement	7,975	-	(7,975)	-
Bldg Prjts/Duct Cleaning	21,000	-	(21,000)	-
Bldg Prjts/Boiler Replacement	39,674	-	(39,674)	-
Bldg Prjts/Tile Replacement	15,000	-	(15,000)	-
Parking Garage Study Study/Purchase Services	-	-	123,263	123,263
		-	-	

FUND BALANCE CODING:

LIBRARY FUND TOTAL	-	-	
NET REVENUE INCREASE/(DECREASE) FUND BALANCE		<u>-</u>	

AIRPORT FUND

After US Airways Flight 1549 ditched in the Hudson River due to striking birds shortly after take-off, the FAA issued a Cert-Alert to all commercial service airport operators to remind them of their obligations to conduct Wildlife Hazard Assessments. The Aspen Airport received a grant to help offset the cost of the assessment. However there have been changes to the scope of the project. The Airport expects the project to cost and additional \$10,024 plus \$26,827 for public outreach. The \$10,024 is eligible for grant reimbursement at 95%.

FAA Grant	133,000	9,523	-	142,523
Public Outreach	-	-	26,827	26,827
Wildlife Hazard Assessment Purchase Services	140,000	-	10,024	150,024
		<u>9,523</u>	<u>36,851</u>	

Previous Budget \$	Revenue Change \$	Expenditure Change \$	Revised Budget \$
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In 2009 the Airport installed the cabling duct to the future site of the air traffic control tower. The next step is the design and installation of the mounting structure and data connections necessary to allow the FAA to field test various camera solutions over the coming year. Once the cameras are installed and accepted by the FAA, the cost of ongoing maintenance, repairs and upgrades will become the FAA's responsibility.

ATC Camera Installation	-	-	400,000	400,000
		-	400,000	

In 2009 the Airport participated in a pilot program to streamline its badging program. The program was designed to allow a direct upload of individuals requiring background checks without the operator manually uploading the information to a secure website and repeatedly checking the background statuses. As the program is among the first in the nation, the initial costs were roughly estimated. The costs have since been refined for the entirety of the program and it has been determined that the current hardware, networking capabilities and other peripherals will need to be upgraded. The project was originally funded by a state grant in the amount of \$164,000 with a match of \$41,000. Additional costs will be supported from the Airport's fund balance.

Smart ID Cards	205,000	-	147,350	352,350
		-	147,350	

FUND BALANCE CODING:				
AIRPORT FUND TOTAL		9,523	584,201	
NET REVENUE INCREASE/(DECREASE) FUND BALANCE			(574,678)	

CROSS FUND TRANSFERS

In order to simplify budgeting, Public Works labor was eliminated as a cost center. The transfer of budget between the Cost Center, Public Works, Road Capital and the General funds affects many line items. Rather than listing all of the items affected, the following summarizes the total effect on the budget at the fund level.

FUND BALANCE CODING:				
COST CENTER FUND *		(686,507)	(686,507)	
ROAD AND BRIDGE FUND TOTAL		78,449	78,449	
GENERAL FUND TOTAL		-	111,074	
ROAD CAPITAL FUND		-	(186,284)	
NET REVENUE INCREASE/(DECREASE) FUND BALANCE		(608,058)	(683,268)	

* Cost centers are not usually shown in supplemental appropriations as the budget is allocated across departments

Social Services

The Pitkin Emergency Assistance Fund of \$20,000 was established as a flexible source of money whereby Health and Human Services is able to provide one-time financial support to individuals and families awaiting eligibility for federal and state welfare funds. Staff is requesting an additional \$20,000 as the 2010 funds have been exhausted. The money will be transferred from the Healthy Community fund to Social Services.

SS/Pitco Emergency Fund/Purchase Services	20,000	-	20,000	40,000
		-	20,000	

FUND BALANCE CODING:				
SOCIAL SERVICES FUND TOTAL		20,000	20,000	
HEALTHY COMMUNITY FUND TOTAL		-	20,000	
NET REVENUE INCREASE/(DECREASE) FUND BALANCE		20,000	40,000	

Previous Budget	Revenue Change	Expenditure Change	Revised Budget
\$	\$	\$	\$

TOTAL FOR THE RESOLUTION

RESTRICTED FUND BALANCE			
HOUSING IMPACT FEE		-	191,379
PARK DEDICATION FEES		191,379	33,661
UNRESTRICTED			
GENERAL FUND TOTAL		(17,967)	308,788
ROAD AND BRIDGE CAPITALTOTAL		10,600	(168,284)
PUBLIC WORKS TOTAL		78,449	78,449
SOCIAL SERVICES TOTAL		20,000	20,000
HEALTHY COMMUNITY TOTAL		-	20,000
OPEN SPACE AND TRAILS TOTAL		-	333,431
HEALTHY RIVERS AND STREAMS TOTAL		-	100,000
PUBLIC HEALTH TOTAL		210,000	210,000
LIBRARY TOTAL		-	-
AIRPORT TOTAL		9,523	584,201
		<u>501,984</u>	<u>1,711,625</u>
NET CHANGE FOR TOTAL RESOLUTION			(1,209,641)

INTRODUCED, FIRST READ, AND SET FOR PUBLIC HEARING AT THE REGULAR MEETING ON THE 25TH DAY OF AUGUST, 2010.

NOTICE OF PUBLIC HEARING PUBLISHED IN THE ASPEN TIMES ON THE 29TH DAY OF AUGUST, 2010

APPROVED AND ADOPTED AFTER SECOND READING AND PUBLIC HEARING ON THE 8TH DAY OF SEPTEMBER, 2010.

PUBLISHED AFTER ADOPTION IN THE ASPEN TIMES ON THE _____, 2010.

ATTEST:

BOARD OF COUNTY COMMISSIONERS:

JEANETTE JONES
DEPUTY COUNTY CLERK

GEORGE NEWMAN, CHAIR

DATE _____

APPROVED AS TO CONTENT:

MANAGER APPROVAL:

JOHN REDMOND
FINANCE DIRECTOR

HILARY FLETCHER
COUNTY MANAGER