

# CITY OF FRUITA 2015 ANNUAL BUDGET

We are each gifted  
in an important way.  
It is our privilege and  
our adventure to discover  
our own special light.

~Mary Dunbar~

*Honor the Past ~ Envision the Future*

325 East Aspen, Suite 155 Fruita, Colorado 81521

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## 2015 BUDGET TRANSMITTAL LETTER

December 2, 2014

Honorable Mayor and Members of the City Council:

In accordance with the Fruita City Charter, staff is presenting to you the proposed 2015 Budget. This budget strives to implement the objectives of the 2014 City Council Goal Statement in a fiscally responsible manner.

### City Council Goals.

The 2015 Budget attempts to address a number of the goals established by the City Council in 2014. Many of these goals are long-term goals and will be implemented over a period of time.

- ***Fiscal Sustainability.*** The 2015 Budget takes steps towards improving the fiscal sustainability of the City. Actions include:
  - Allocation of 100% of severance and mineral lease tax dollars towards future capital projects.
  - Establishing a WWTF Equipment Replacement Reserve of \$1 million
  - Establishing a Sewer Fund Capital Project Reserve of \$350,000
  - Continuing to fully fund the existing vehicle and equipment replacement funds in the General Fund and Sewer Fund.
  - Continuing to balance ongoing revenues with ongoing operational expenses for a balanced budget.
  
- ***Maintain the Community's Positive Momentum.***
  - The City will continue to retain an outside marketing consultant for assistance with tourism-oriented marketing for the 2015 Budget year.
  - The 2015 Budget includes the continuation of existing special events which engage citizens and make Fruita a great and fun place to live, work and play.
  - The 2015 also continues funding for the City Link that helps keep citizens informed of City functions, activities and news.
  - The City has budgeted funds for an update to the City's website to improve the navigability and usefulness of the website for citizens, visitors and other agencies and ensure that information is up-to-date and compatible with the latest technology.
  
- ***Keep the Core Functions of Government Strong.***

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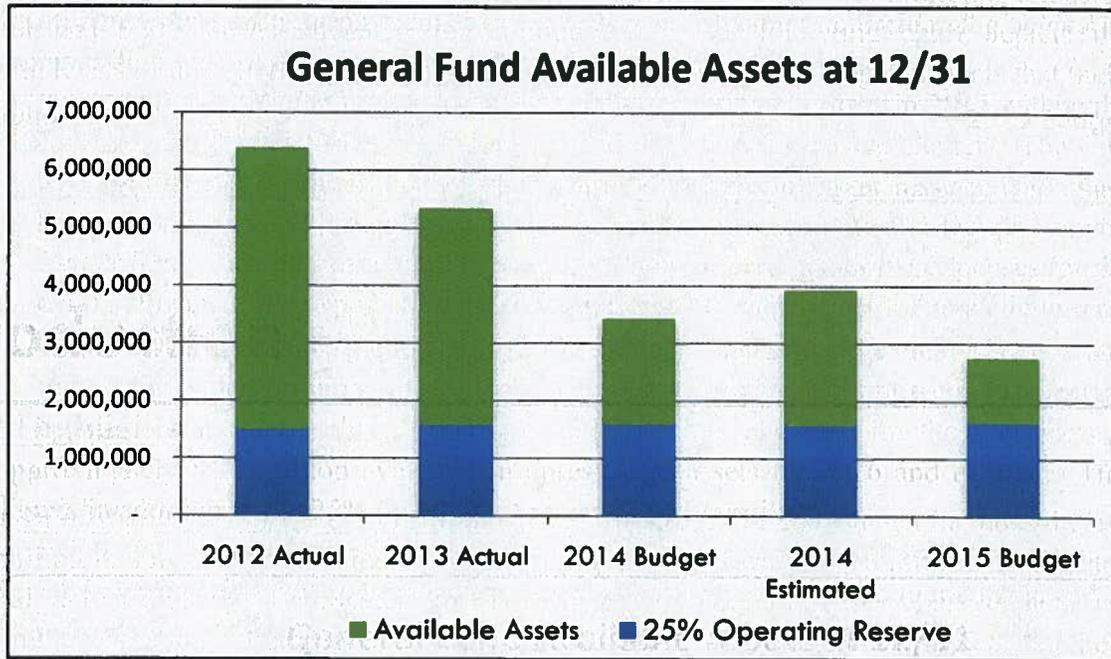
- The 2015 Budget provides funding for ongoing operation and maintenance activities for the City including streets, parks and open space, sewer, irrigation, trash collection, public safety, community development, and other services. This includes allocation of revenues to improve compensation to retain existing staff and provide adequate training.
- *Economic Development*
  - Efforts will continue to attract and improve the economy by continuing to work with other agencies such as the Incubator, Grand Junction Economic Partnership as well as individual businesses.
- *Trails Development*
  - The 2015 Budget includes funds (contingent upon receipt of grant revenues) for final design of the Kokopelli trail connection between Fruita and Loma
- *Projects*
  - The City Council has identified specific projects including the analysis of water resources, storm drainage/flooding issues and potential improvements to the appearance and atmosphere. Specific funding is not allocated for these projects in 2015. However, staff resources will be used as available and appropriate to take action steps towards these projects.
- *Work with Key Community Partners to Ensure Services are Available in Fruita & Community Anchors are Built.*
  - It is anticipated that the biggest step toward these continued efforts in 2015 will be the City's commitments to Dinosaur Journey and the Math & Science Center. The City has committed to supporting Dinosaur Journey by reducing their lease payments by half in 2015. This equates to a \$28,900 reduction in revenue to the Devils Canyon Center Fund, which has recently been used to help offset operational expenses for the City. However, the expectation for these partnerships is believed to have a long-term benefit for the community.

## Budget Highlights

***Unrestricted fund balances of the General Fund.*** The 2015 General Fund Budget includes the use of \$1.2 million in unrestricted fund balances (savings account) of which \$1.0 million is allocated for capital and \$200,000 is allocated for contingency. The following chart depicts the diminishing levels of unrestricted assets in the General Fund. The 2015 Budget projects that there

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will be approximately \$1.2 million available in unrestricted assets for 2016 and beyond. This \$1.2 million is in addition to the 25% operational reserve of \$1.6 million.



Since 2012, the City has relied heavily on funding from unrestricted fund balances for capital improvements and other one-time expenses. These funds have been leveraged with grant funds which has allowed the City to continue to fund an aggressive capital improvement program in an anemic economic environment while taking advantage of lower construction costs. From 2012 through the 2015 Budget, the City estimates completing \$13.5 million in capital projects (not including Sewer Fund projects) using \$4.7 million in fund balances of the General Fund. However, while the leverage of dollars has been significant and a number of capital improvements have been or will be completed, this aggressive program has reduced the amount available in unrestricted fund balances of the General Fund.

Capital Project Reserves. One of the primary budget goals has been to reduce the amount of severance and mineral lease tax revenues allocated for operational expenses in the past several years and allocate them for funding of future capital projects. A formal capital project reserve was established in 2013 with funding from the portion of the mineral lease and severance tax revenues not used for operational purposes. The 2015 Budget continues to take steps toward this goal with the allocation of all of the severance and mineral lease tax revenues for future capital projects. This reserve is estimated to be \$670,579 at the end of 2015 and is in addition to the

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unrestricted assets and operational reserves noted above. In addition to the capital project reserve in the General Fund, the 2015 Budget allocates \$350,000 in the Sewer Fund towards the future Fremont Street sewer capital project.

Replacement Reserves. The 2015 Budget also allocates \$1 million towards a WWTF Equipment Replacement Reserve in the Sewer Fund for future needs of the facility in order to ensure adequate funds are available to replace and/or repair significant pieces of equipment in the future. The 2015 Budget also includes the use of the balance of the Sewer Fund vehicle and equipment replacement reserve of \$285,000 to replace the vector truck.

Revenues. Over the past decade, the City of Fruita has experienced a considerable amount of fluctuations in the economy with the biggest variation occurring in 2009 when the General Fund revenues decreased by over 20%. Revenues continued to decline in 2010 and have gradually increased since 2011. Even with these variations, the revenues have consistently come in higher than the budgeted amount, which reflects the City's conservative budgeting principles. The 2015 Budget projects a 4% increase in General Fund revenue compared to the 2014 Budget.

The 2015 Budget includes a rate increase for trash services of 2.4% to offset increases from the provider of trash services. No rate increases are budgeted for irrigation and sewer services.

The City has committed to supporting Dinosaur Journey by reducing their lease payments by half in 2015. This equates to a \$28,900 reduction in revenue to the Devils Canyon Center Fund, which has recently been used to help offset operational expenses for the City. However, the expectation for these partnerships is believed to have a long-term benefit for the community.

Expenses. The 2015 budget includes a 2% increase in salaries. Employee health care benefits are projected to increase in 2015 by approximately 16.4%. The 2015 Budget includes using Health Care reserve funds to cover the increased health insurance premiums. Providing this type of compensation is essential to recruiting and retaining staffing necessary to provide a high level of service.

The other major component of staffing that is critical as demands for service increase, is the need for increased staffing levels. Although there are a number of Departments that would benefit from additional staff, this budget does not include any new positions due to lack of resources. Department Directors felt that support for additional compensation for existing staff outweighed the need for additional staff at this time.

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There are a number of capital projects included in the 2015 Budget. Some of the larger projects include improvements focusing on maintaining & improving streets, downtown streetscape improvements, and park improvements. The quality of the City's streets and sidewalks were identified in both the 2009 and the 2013 Citizen survey as the area the City needed the most emphasis moving forward. The 2015 Budget recognizes this and includes increasing the funding for the road overlay program to \$500,000 (a 25% increase) and staff has applied for grants to help fund road improvements on West Otley Avenue. Trail projects for 2015 will include the construction of the Little Salt Wash Trail which will provide a critical connection from the north side of the interstate to the Colorado Riverfront, as well as completing the final design for the section of the riverfront trail that will connect Fruita to Loma. Park projects include ADA accessibility and other improvements at Reed Park.

## CONCLUSION

In conclusion, the 2015 Proposed Budget is a balanced budget that works towards achieving the goals and objectives of the City Council, Staff and Citizens of Fruita. Stability in both operating revenues and expenses are the primary highlight in the budget along with progress towards fiscal sustainability for future capital project needs.

Respectfully Submitted,

**Kenneth A. Haley, P.E.**  
Acting City Manager

**Margaret Sell**  
Finance Director

**Michael Bennett**  
City Manager

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## **ELECTED OFFICIALS**

Lori Buck, Mayor

Stacey Mascarenas, Mayor Pro Tem

### **Councilmembers**

Bruce Bonar

Bob Fuller

Joe Kincaid

Mel Mulder

Kyle Harvey

## **STAFF OFFICIALS**

Michael Bennett, City Manager

Judy Macy, Chief of Police

Dahna Rough, Community Development Director

Tom Huston, Public Works Director

Ture Nycum, Parks and Recreation Director

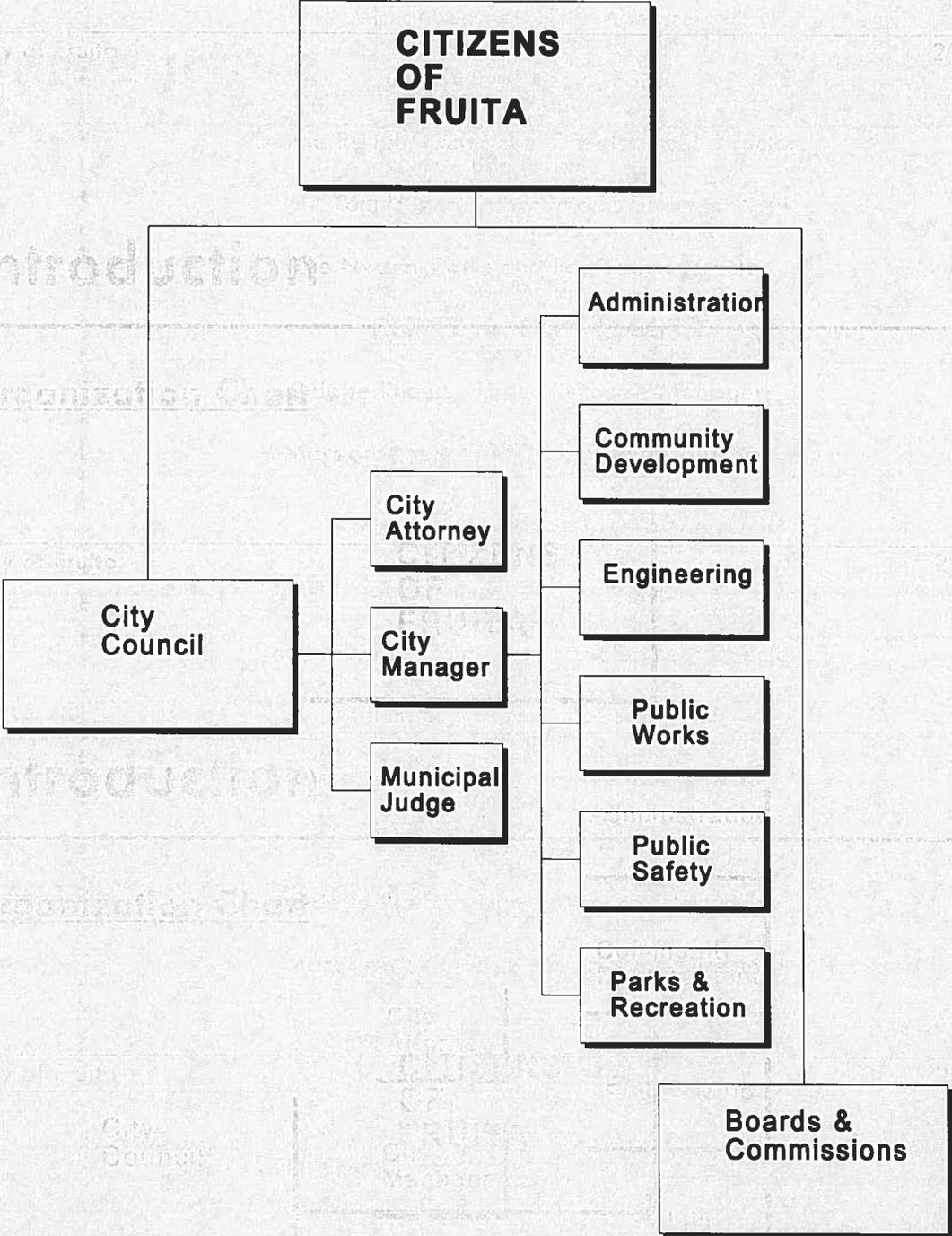
Ken Haley, City Engineer

Odette Phelps, Human Resource Manager

Margaret Sell, City Clerk/Finance Director

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## Organization Chart



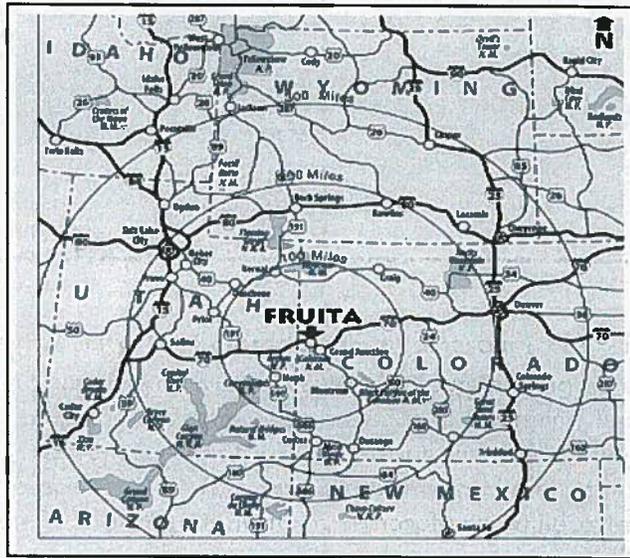
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**Welcome to Fruita, the friendly gateway city to Colorado!** From dinosaur digs where paleontologists have been making discoveries since the turn of the century, to outstanding outdoor adventure sports, spectacular views of the Colorado National Monument, to a charming historic downtown, Fruita welcomes you. Named after the fruit trees that William Pabor envisioned when he founded the town in 1884, Fruita is a great place to live, work and play. It is the home town for approximately 11,000 people and maintains a friendly, small town atmosphere while offering convenient access to many services and goods with the proximity of Grand Junction, the largest city between Denver, Colorado and Salt Lake City, Utah located within a 10 minute drive.

## Location

Fruita is located in an irrigated high desert valley (elevation 4,498) in western Mesa County. It is easily accessible from Interstate 70 (exit 19), and is located 17 miles east of the Utah border, 8 miles west of downtown Grand Junction, and 256 miles west of Denver. Walker Field Airport is 11 miles east of Fruita with regularly scheduled flights to Salt Lake City and, Denver. The main line of the Union Pacific Railroad from Denver to Salt Lake City runs through Fruita and AMTRAK serves Fruita through Grand Junction as does the Greyhound Bus Company. Grand Valley Transit provides local transportation services from the City of Fruita through Grand Junction to the Town of Palisade on the eastern edge of the Grand Valley.



The Colorado River flows through Fruita and the City is bordered by agricultural lands to the north, east and west. Six miles north of Fruita is the Bookcliff mountain range (elevation 6,000-9,000 ft.) and south of Fruita is the Colorado River, the main entrance to the Colorado National Monument (National Park Service) and the Colorado Canyonlands National Conservation Area. West of Fruita (50 Miles) is the Grand Mesa, a 10,000 ft. flat top mountain, an alpine environment with lakes, aspen, fir and spruce trees, a downhill ski area (Powderhorn), miles of cross country ski trails, mountain bike trails, off road vehicle trails, campgrounds and fishing lakes and streams.

## Geographic Attractions

The Colorado River runs through and to the south of the City and provides opportunities for water based activities such as fishing, rafting, boating and wildlife viewing. The Colorado River State Park - Fruita is open to the public for camping and recreation.

Fruita is also known as the Gateway to the Colorado National Monument. The Monument is a natural City of Fruita

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geographic formation which rises above the valley floor and offers some breathtaking and majestic scenery.

Fruita also has significant **Paleontological Resources**. Dinosaur bones and other ancient fossils have been discovered in Fruita and the surrounding area. Dinosaur bones from **Dinosaur Hill** located south of Fruita have been on display at the Field Museum of Natural History in Chicago for a number of years. Excavations are organized each year for the purpose of discovering additional dinosaur and fossil remains.

## **Other Attractions**

The Fruita **Community Recreation Center** and **Fruita branch library** opened in January 2011. The Community Recreation Center includes fitness/wellness areas with an indoor walking/running track, a group exercise/dance room and a fitness floor and gymnasium. The indoor pool has five lap lanes and diving board, a lazy river and vortex, spa/hot tub, an interactive spray feature in the toddler area, drop slide and a climbing wall. There is a pool party room available for rent which is designed to host parties while allowing access to the pool. The outdoor pool has been completely renovated.

Fruita is home to the **Colorado Welcome Center** which provides tourist information and a rest stop facility for the traveling public. This is also the site of the **Western Slope Vietnam War Memorial**.



The Museum of Western Colorado's **Dinosaur Journey Museum**, owned by the City and leased to the Museum, is located at the Fruita I-70 exit and is both an entertainment and educational facility with animated dinosaurs and other historic creatures. The Center includes hands on displays (dig your own dinosaur bones), video presentations, a working dinosaur lab, and an earthquake simulator.

Fruita also has a number of **Mountain Bike Trails** in close proximity. There are a number of trails for bikes and pedestrians in the area including the Kokopelli Trail which goes to Moab, Utah. Fruita was named as one of the top ten bike towns in American in **Bicycle** magazine. The City also has a new **disc golf course** located south of the Colorado River off of SH 340 at the Fruita Riverfront Park and a the new **Fruita Bike Park** located east of Hwy 340 in the Redcliffs Subdivision.

The **McGinnis Canyons National Conservation Area** contains many nationally significant resources including outstanding scenery, cultural and paleontological resources, recreational opportunities, wildlife, and geologic and scientific values. Trailheads in the Conservation Area provide opportunities to discover the resources of the area.

The **Adobe Creek National Golf Course** is located in Fruita along the Colorado River. It is a privately owned 18 hole golf course with club house which is open to the general public. Other attractions in the area include the **Rimrock Deer Park**, a facility which offers a museum, horseback riding, weekly

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rodeo in the summer and river rafting.

## **Government**

Fruita is a home rule City with a Council-Manager form of government. There are 6 Council members and the Mayor who are elected at large. Council meetings are held on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month with the 4<sup>th</sup> Tuesday set aside for workshop items. The City Manager is appointed by the Fruita City Council.

Other board and commissions of the City include the Planning Commission, Historic Preservation Board, Parks and Recreation Advisory Board, Tree Board, Police Commission, Tourism Advisory Council and the Arts and Culture Board. Members of these boards and commissions are appointed by the Council.

The City has six major departments; Public Works, Police, Parks and Recreation, Community Development, General Government and Administration.

## **Economic Characteristics**

Fruita has been one of the fastest growing communities in Mesa County and Western Colorado. This growth has, in the past, been primarily residential growth. However, there has also been significant growth in the commercial and industrial sectors of the community. As expected, growth slowed down significantly and is expected to continue at a slower pace in 2015. This reflects both the global economic downturn and the regional reduction in energy related development.

## **Community Services**

Municipal Services provided by the City of Fruita includes police protection, trash removal, irrigation water, wastewater collection and treatment, road maintenance and improvements, drainage, parks maintenance, year round recreation programs, a full service community recreation center, and community development and engineering activities.

Other governmental services are provided through various agencies including fire protection through the Lower Valley Fire Protection District, a branch office of the Mesa County Library and a branch office of the Mesa County Clerk and Recorder's Motor Vehicle Department, drainage through the Grand Junction Drainage District and mosquito control through the Grand Valley Mosquito Control District.

Schools include Shelledy Elementary, Rimrock Elementary, Fruita Middle School, the "8-9" School and Fruita Monument High School.

Health services include doctors, dentists, opticians, chiropractors, pain management and orthopedic services. Family Health West continues to expand their offerings with the completion of a new hospital in 2009 in addition to the urgent care center, imaging center, assisted living facilities, and extended care (nursing home). Mesa County health department provides a variety of social

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services from the former hospital location

**Transportation services** are provided by Grand Valley Transit. A fixed route bus system is available to the general public with several bus stops located in the Fruita area with routes to Grand Junction and Palisade. Transportation by air, bus and train are also readily accessible from Grand Junction.

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# Policies and Procedures

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## **BUDGET PROCESS**

*The mission of the budget process is to help the City Council make informed choices for the provision of services, acquisition and development of capital assets and to promote citizen participation in the decision process.*

The development of the budget is an on-going process that takes place throughout the entire year. There are four principle elements to the budget process.

1. Development of broad long term goals that provide overall direction for the City and serve as a basis for decision making.
2. Development of specific policies and strategies to assist the City in achieving its' goals.
3. Development of a financial plan and budget that allocates resources necessary to implement the specific policies and strategies to achieve long term goals.
4. Assessment of performance and progress that has been made towards achievement of the City's goals.

## **BUDGET CALENDAR**

<u>June</u>	Prepare salary schedule and draft pay plan
<u>June-July</u>	Identify goals and work programs. Departments prepare budget requests and submit to Finance Department and City Manager
<u>August</u>	Prepare draft budget
<u>September</u>	Prepare draft budget and present to City Council for review at workshop
<u>October.</u>	Discussions on draft budget with City Council
<u>November.</u>	Public Hearing on proposed budget
<u>December.</u>	Final Adoption of Budget, Fees and Charges, and Property Tax Mill Levy.

# Policies and Procedures

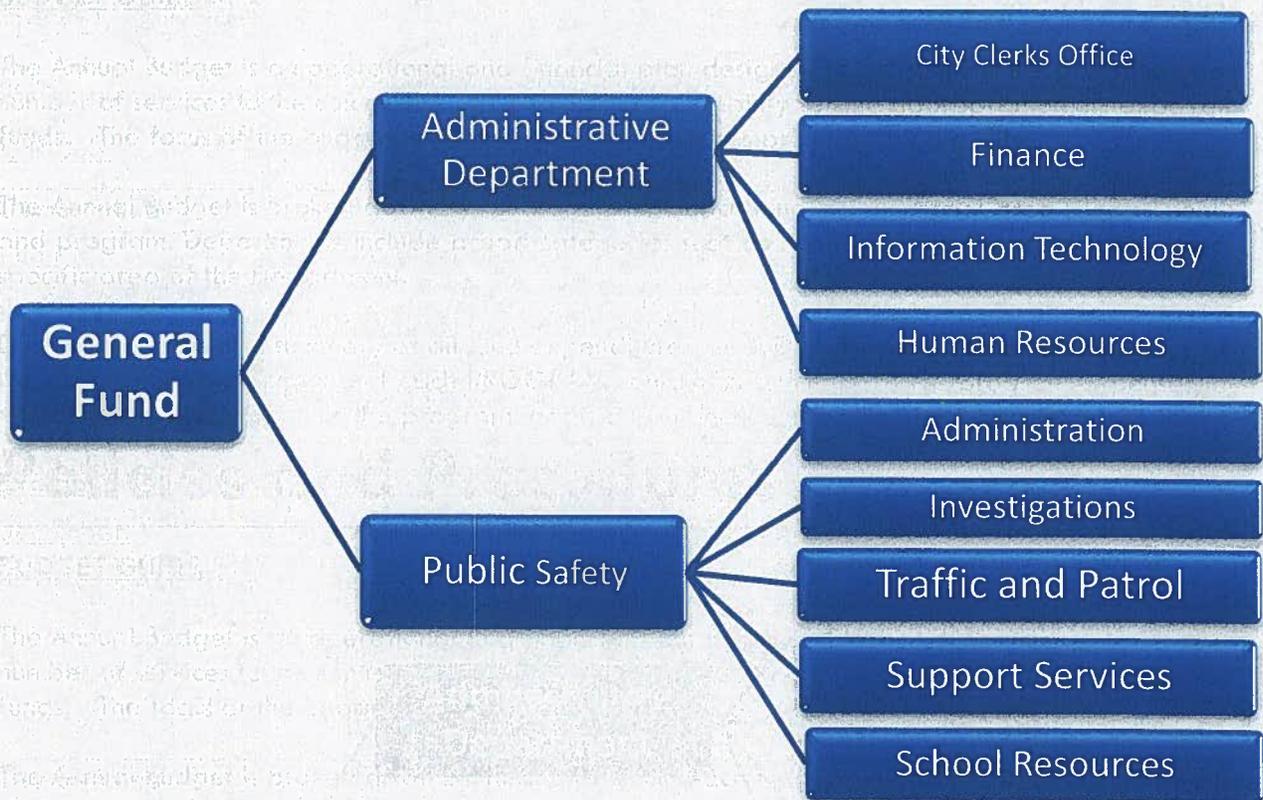
## BUDGET GUIDE

The Annual Budget is an operational and financial plan designed to account for the provision of a number of services to the community and provide accountability for the appropriation of taxpayer funds. The focus of the budget is on programs and services provided by the City.

The Annual Budget is broken down by fund and within each fund, by functional area (department) and program. Departments include broad categories such as Public Safety. Programs describe a specific area of the Department.

Each FUND contains a summary of all fund expenditures, each DEPARTMENT contains a summary of the program expenditures and each PROGRAM contains a summary of the program expenses, a narrative on the purpose of the program, goals and objectives, and line item budget information.

### Example:



# Policies and Procedures

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## FUND TYPES

### Governmental Funds

**General Fund:** The General Fund is the City's major operating fund. All revenues which, by law or administrative control, are not in separate funds are deposited in the General Fund. The General Fund is used to provide for Administration, Community Development, General Government, Public Safety, Public Works and Parks and Recreation services. The primary source of revenue for the General Fund is taxes.

**Debt Service Fund:** The Debt Service Fund is used for payment of general long term obligations of the City which are not specifically attributed to enterprise funds. The City currently has one debt issue in this category which is the 2009AB Series Sales and Use Tax Revenue Bonds issued for construction of the Community Recreation Center.

**Capital Projects Fund:** The Capital Projects Fund is used to account for the construction of capital projects and facilities not associated with specific enterprise or proprietary funds.

### Special Revenue Funds

**Community Center Fund.** The Community Center Fund was established in 2009 to account for monies received by the City from a one cent increase on the sales and use tax collected by the City which was approved by the voters at the November 4, 2008 Coordinated General Election for the construction, operation and payment of debt on a new Community Center.

**Conservation Trust Fund:** The Conservation Trust Fund is used to account for monies received by the City from Lottery proceeds. These funds are restricted for use in the acquisition, development and maintenance of new park and conservation sites or for capital improvements and maintenance of any existing public site for recreational purposes.

**Marketing and Promotion Fund:** This fund was established in 1996 to account for the revenues and expenses associated with the lodging tax approved by the voters in April, 1996. Revenues are generated through a 3% tax on the sale of lodging in the City of Fruita. Revenues are spent on marketing and promotion of the City.

### Trust Funds

**Retirement Fund:** The Retirement and Deferred Compensation Funds are used to account for the City of Fruita Employee's Retirement Plans. The City contributes 4 1/2% of an employee's base pay. These funds are held in trust for employees and paid out when an employee leaves the City or upon retirement. While the City's contribution is included in the operating budget, a budget is not adopted for the Retirement Fund. This fund is not a budgeted fund as expenses are unpredictable. However, the City's contribution to employee retirement accounts is budgeted as

# Policies and Procedures

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an expense in the various funds and departments of the City.

**School Land Dedication Trust Fund.** The School Land Trust Fund is used to account for the receipt and expenditure of development impact fees on new development for the acquisition of school land. The City collects these funds at the time developments are recorded or upon issuance of a planning clearance for new residential construction and are held in trust for the School District. Upon request from the School District showing appropriate expenditures of funds for acquisition of land, and approval of the City Council, these funds are then transferred to the School District. A budget is not adopted for the School Land Dedication Trust Fund.

## **Internal Service Funds**

**Fleet Maintenance Fund:** The Fleet maintenance fund is responsible for maintenance and upkeep of the City's mobile equipment, such as cars, trucks, backhoes and mowers. Internal service funds are used to account for the financing of goods and services provided by one department or agency of the City to other departments or agencies of the city on a cost-reimbursement basis.

## **Enterprise Funds**

**Devils Canyon Center Fund:** The Devil's Canyon was constructed by the City in 1994. Revenues for the fund are generated through a lease agreement with the Museum of Western Colorado and are based on a minimum base rent plus 10% of admission revenues in excess of the base rate amount.

**Trash Fund:** The Trash Fund is used to account for revenues and expenses associated with the collection of trash. The City currently contracts with Waste Management to provide this service. Charges for the service are the only revenue source for this fund.

**Irrigation Water Fund:** The City owns and operates an irrigation system within the core area of the city. The revenues and expenses associated with this utility are accounted for in the Irrigation Water Fund. The primary sources of revenue are charges for service for operational expenses.

**Sewer Fund:** The City operates a wastewater treatment and collection system. This fund is used to account for the revenues and expenses associated with the system. The sewer system is funded by revenues received from charges for service. Repayment of loans for the Kings View Sewer Extension and new Wastewater Treatment facility are included in this fund.

# Policies and Procedures

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## **BASIS OF BUDGET AND ACCOUNTING**

Formal budget accounting is used as a management control tool by the City. An annual operating budget is adopted each year through passage of an annual budget resolution. The basis of accounting used to prepare the governmental and proprietary fund type budget is the same method as used for financial statement purposes (GAAP) except that non cash transactions such as depreciation and amortization are excluded from the budget. Expenditure appropriations are adopted by the City Council and may not be exceeded on a total fund basis unless a supplementary appropriation ordinance is approved by the City Council. The City Council must also approve transfers of appropriated funds from one department to another department by resolution. The City Manager is authorized to transfer budgeted amounts from one program to another within a department. All appropriations lapse at year end.

The modified accrual basis of accounting is used by all governmental fund types. Principal and interest on general long-term debt are recorded as fund liabilities when due. Revenues susceptible to accrual are property taxes, sales taxes, franchise taxes, licenses, interest revenue and charges for services. Fines and permit revenues are not susceptible to accrual because generally they are not measurable until received in cash. The accrual basis of accounting is utilized by enterprise fund types and pension trust funds. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

## **FINANCIAL POLICIES**

The City is accountable to its citizens for the use of public funds. Resources need to be used wisely to ensure adequate funding for current and long term needs of the community. Financial policies are developed in order to provide the resources necessary to accomplish the City's goals while maintaining fiscal stability. These policies should be reviewed and updated annually to ensure their applicability towards achievement of the City's goals.

### **Balanced Operating Budget**

The City shall adopt a balanced budget where operating revenues are equal to, or exceed, operating expenditures. Any increase in expenses, decrease in revenues, or combination of the two that would result in a budget imbalance will require budget revision, rather than spending unappropriated surpluses or designated reserves to support ongoing operations. Any year end operating surpluses will revert to unappropriated balances for use in maintaining reserve levels set by policy and the balance will be available for capital projects and/or "one-time only" expenditures.

# Policies and Procedures

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## Reserve policies

Operating Reserves - An operating reserve will be maintained in the General Fund, Community Center Fund and Sewer Fund in an amount equal to 25% of the current years expenditures, excluding transfers. This reserve may be used to provide a temporary source of funds to offset unanticipated reductions in revenues or short term increase in expenditures. Revenue shortfalls or ongoing increases in operational expenses need to be addressed quickly in order to avoid negative impacts on the City's fiscal stability. Operating reserves also provide a source of funds to provide for adequate cash flow needs of the City. Operating reserves should be replaced as soon as possible after use.

Replacement Reserve - A vehicle and equipment replacement reserve has been established in the General Fund and Sewer Fund. This reserve is based on a 10 to 15 year replacement schedule for mobile equipment and vehicles owned by the City. The difference between the actual amount budgeted in the current year for replacement of mobile equipment and vehicles and the replacement cost of all mobile equipment annualized over the life of the vehicle is placed in vehicle replacement reserve for use in future years. This reserve is intended to help level out costs for replacement of mobile equipment. In addition, the City has established an equipment replacement reserve in the Community Center Fund with a funding goal of \$1,000,000 over a ten to fifteen year period. A Wastewater Treatment Plant equipment reserve is also established for future replacement of sewer treatment equipment.

Capital Project Reserve – A capital project reserve has been established in the General Fund with excess funding from severance and mineral lease tax revenues. The goals of this reserve is to provide an ongoing revenue source for funding of future capital projects.

Other Reserves. Reserves in other funds will be established in amounts required by law, bond and loan documents, or as deemed appropriate by the City Council. This includes a bond reserve and supplemental bond reserve fund as well as a health insurance reserve fund. The bond reserve funds are required by the bond ordinance. Health insurance reserve funds are established to pay for any additional costs as a result of excess health insurance claims in any given year pursuant to the City's risk/reward health insurance plan and to help level out the costs of annual increases in health insurance premiums.

Emergency Reserves. An emergency reserve in the amount of 3% of the Fiscal Year Spending Limit, excluding debt service, as required by TABOR (Article X, Section 20 of the Colorado Constitution) will be maintained. Emergency reserves are limited in use and can not be used to offset a downturn in economic conditions, revenue shortfalls, and increases in salaries and benefits.

# Policies and Procedures

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## **Capital Policies**

**Five Year Capital Improvement Plan.** A five year Capital Improvement Plan is prepared and updated on an annual basis. Revenue sources for each project will be identified in the Plan as well as ongoing operating requirements for each capital investment.

## **Debt Policies**

Although a portion of the City's capital investments is funded from grants, general tax revenues, and user fees, the City may borrow funds to finance capital improvements. The issuance of bonds or other securities generates financial resources to fund capital projects and also obligates future revenue for repayment of the bonds. Debt service is the annual payment of principal and interest on these borrowed funds.

Pursuant to the Charter, the City of Fruita may borrow money and issue securities for short term notes, general obligation bonds, revenue bonds, industrial development revenue bonds, bonds for special or local improvement districts and any other like securities. There is no limitation on the amount of bonds or other securities the City may issue except as may be stated in the documents related to issuance of debt and subject to voter approval in the case of general obligation debt.

The issuance of debt may limit the City's flexibility to respond to changing service priorities and revenue flows and therefore should be managed prudently in order to maintain a sound fiscal position and protect credit quality.

The amount of debt that the City has at any given time will be a function of its ability to service that debt through the operating budget or a dedicated revenue source without diminishing the resources necessary for other non-capital priorities and the desire to maintain a high-quality credit rating while sustaining overall financial health. Yet, at the same time, the City recognizes that in order to meet its mission and strategic objectives, investment in the form of capital is often necessary and such investment may necessitate the incurrence of debt.

## **Revenue Policies**

**Property Taxes - Senior Citizen Refund.** Review use and economic impact of senior citizen tax refund.

**Property Taxes - Statutory and Constitutional Limitations.** Due to imposition of limitations on the mill levy and tax revenues through statutory and constitutional requirements, the mill levy has remained constant within the last 11 years. Approval by the voters is required for an increase in the mill levy. Property tax revenues have increased as a result of growth in the

# Policies and Procedures

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City from new construction and annexations. No additional measures for changing the mill levy are recommended at this time.

**One-time Revenues.** On-going revenues should equal or exceed on-going expenditures. To the extent feasible, one time revenues will be applied toward one time expenditures and not used to finance ongoing programs.

**Charges for Services.** Charges for services shall be reviewed on an annual basis and may be adjusted periodically in order to offset the cost of providing those services.

**Diversification of Revenues.** The City shall continue to diversify its revenues sources in order to encourage financial stability and avoid becoming overly reliant on a specific segment of the City's revenue base.

## **Expenditure Policies**

**Personnel Costs - Salaries.** City of Fruita employee compensation will be comparable to other governmental entities with similar characteristics to Fruita including population, services provided, and economic conditions. In addition, positions with similar duties and responsibilities in the private sector in the relevant recruiting area will be taken into account. Salary and pay range adjustments are based on a ratio of increases in the market and individual employee performance.

**Performance Measurements.** The City Council and staff will identify areas where the measurement of performance will provide them and the public with useful information about the effectiveness and efficiency of the City's use of resources. The purpose of performance measures is to provide data to improve quality of services and/or provide services in a more cost effective manner. The biannual Community Survey is a significant measurement of performance as it provides information on the citizens satisfaction with services provided by the City.

## **Contingency Policies**

**Unanticipated Expenses, Revenue Shortfalls.** Maintain a contingency fund equal to 3-4% of current years General Fund expenditures, excluding transfers, for contingency to be used to offset unanticipated expenses or shortfalls in revenue.

**Use of Contingency Funds.** Use of contingency funds for unanticipated expenses are to be approved by the City Council.

# Policies and Procedures

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## GOALS AND OBJECTIVES

The establishment of goals and objectives is the most critical component of preparing and adopting a budget. These goals and objectives help guide the development of the budget and allocation of resources. Goals and objectives take into account input from the public, elected officials and staff. A summary of the goals and critical issues identified as part of this process are included in the budget transmittal letter.

# Policies and Procedures

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# Policies and Procedures

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# Policies and Procedures

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City of Fruita

2015 Budget

# Budget Overview

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# Budget Overview

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Budget Overview

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Budget

# Budget Overview

## SUMMARY OF ALL FUNDS

Revenues for all funds for 2015 are budgeted at \$17.3 million. Expenditures are budgeted at \$20.2 million. The 2015 Budget includes the use of \$2,924,275 in restricted and unrestricted fund balances.

### Use of Fund Balances

	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Chg
General Fund	(298,803)	(1,061,537)	(1,892,300)	(1,381,570)	(1,281,275)	-32%
Conservation Trust	48,840	13,878	(13,800)	63,000	(35,950)	161%
Marketing and Promotion	(17,405)	(8,261)	(12,125)	(10,000)	(11,175)	-8%
Community Center Fund	265,312	178,115	(26,350)	56,650	-	-100%
Capital Projects Fund	293,837	(23,922)	(329,075)	(358,475)	-	-100%
Debt Service Fund	(39,215)	32,746	23,445	22,300	26,275	12%
Devils Canyon Center	1,309	(6,089)	(27,000)	(21,000)	-	-100%
Irrigation Water	26,020	13,823	-	-	-	0%
Sewer	(849,347)	(1,594,099)	(972,025)	(867,850)	(1,622,150)	67%
Trash	11,133	12,719	-	-	-	0%
Fleet Maintenance	(15,860)	3,953	(17,000)	-	-	0%
<b>Use of Fund Balances</b>	<b>(574,179)</b>	<b>(2,438,674)</b>	<b>(3,266,230)</b>	<b>(2,496,945)</b>	<b>(2,924,275)</b>	<b>-10%</b>

Significant uses of prior years' accumulation of restricted and unrestricted funds in the 2015 Budget include:

- Capital Projects - \$1,070,950
- WWTF Equipment Replacement Reserve - \$1,000,000
- Sewer Fund Capital Project Reserve - \$350,000
- General Fund Contingency - \$200,000
- Vehicle Replacement Reserve - \$329,600

The following tables summarize the revenues and expenses for the City of Fruita by fund.

# Budget Overview

## Summary by Fund

	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Chg
<b>Revenues</b>						
General Fund	7,148,031	7,173,496	6,748,325	7,234,300	7,015,500	4%
Conservation Trust	126,357	138,207	128,200	130,000	130,050	1%
Marketing and Promotion	97,174	100,482	97,050	98,825	97,050	0%
Community Center Fund	2,108,806	2,221,101	2,137,000	2,238,000	2,237,250	5%
Capital Projects Fund	2,582,143	2,952,523	5,353,300	4,878,900	2,678,000	-50%
Debt Service Fund	878,235	949,446	939,345	938,200	966,300	3%
Devils Canyon Center	57,709	57,649	57,700	57,700	28,800	-50%
Irrigation Water	96,282	97,255	96,825	95,525	95,525	-1%
Sewer	3,305,911	3,608,610	3,061,350	3,088,250	3,078,400	1%
Trash	595,896	637,506	666,500	665,300	681,000	2%
Fleet Maintenance	243,250	273,188	266,850	266,850	275,525	3%
<b>TOTAL REVENUES</b>	<b>17,239,794</b>	<b>18,209,463</b>	<b>19,552,445</b>	<b>19,691,850</b>	<b>17,283,400</b>	<b>-12%</b>
<b>Expenses by Department</b>						
General Fund	7,446,834	8,235,033	8,640,625	8,615,870	8,296,775	-4%
Conservation Trust	77,517	124,329	142,000	67,000	166,000	17%
Marketing and Promotion	114,579	108,743	109,175	108,825	108,225	-1%
Community Center Fund	1,843,494	2,042,986	2,163,350	2,181,350	2,237,250	3%
Capital Projects Fund	2,288,306	2,976,445	5,682,375	5,237,375	2,678,000	-53%
Debt Service Fund	917,450	916,700	915,900	915,900	940,025	3%
Devils Canyon Center	56,400	63,738	84,700	78,700	28,800	-66%
Irrigation Water	70,262	83,432	96,825	95,525	95,525	-1%
Sewer	4,155,258	5,202,709	4,033,375	3,956,100	4,700,550	17%
Trash	584,763	624,787	666,500	665,300	681,000	2%
Fleet Maintenance	259,110	269,235	283,850	266,850	275,525	-3%
<b>TOTAL EXPENSES</b>	<b>17,813,973</b>	<b>20,648,137</b>	<b>22,818,675</b>	<b>22,188,795</b>	<b>20,207,675</b>	<b>-11%</b>
<b>Source (Use) of Funds</b>	<b>-574,179</b>	<b>-2,438,674</b>	<b>-3,266,230</b>	<b>-2,496,945</b>	<b>-2,924,275</b>	

# Budget Overview

The following table summarizes the Budget by source of revenues and use or expenditure of funds.

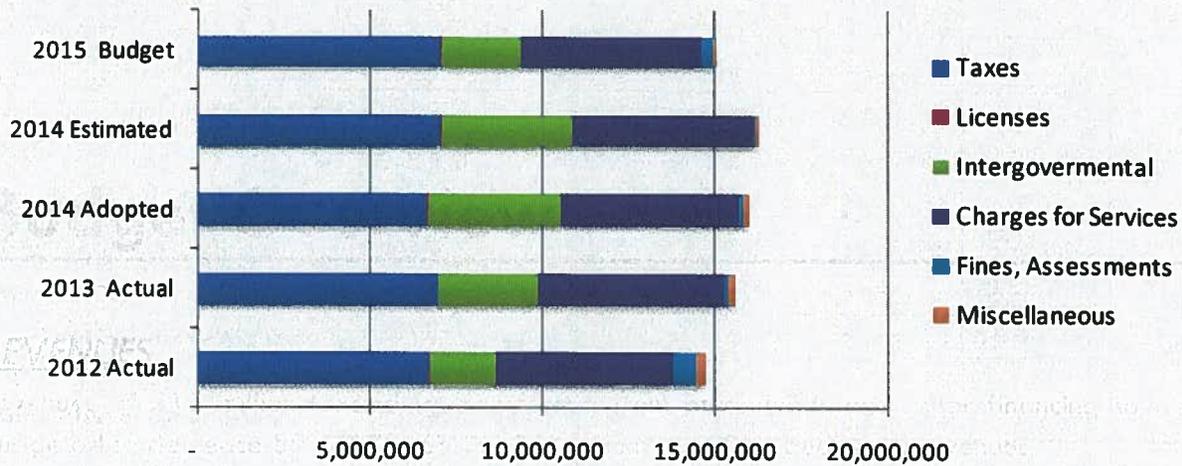
<b>Summary by Source/Use</b>						
	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2014</b>	<b>2015</b>	<b>% Chg</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Budget</b>	
<b>Revenues</b>						
Taxes	6,680,608	6,933,210	6,626,100	7,032,425	7,025,075	6%
Licenses	26,719	30,875	27,750	29,100	29,100	5%
Intergovernmental	1,843,625	2,885,913	3,827,620	3,758,800	2,275,625	-41%
Charges for Services	5,233,523	5,416,854	5,208,050	5,246,975	5,263,175	1%
Fines, Assessments	610,496	116,202	115,400	39,150	341,025	196%
Miscellaneous	296,953	178,810	159,525	153,325	118,375	-26%
Subtotal - Revenues	14,691,924	15,561,864	15,964,445	16,259,775	15,052,375	-6%
Transfers In	2,326,212	2,452,175	3,588,000	3,352,200	2,231,025	-38%
Other Financing Sources	221,657	195,425	-	79,875	-	0%
<b>Total Revenues - All Funds</b>	<b>17,239,793</b>	<b>18,209,464</b>	<b>19,552,445</b>	<b>19,691,850</b>	<b>17,283,400</b>	<b>-12%</b>
<b>Expenses</b>						
Personnel Services, salaries	4,056,817	4,195,293	4,446,275	4,402,800	4,469,850	1%
Personnel Services, benefits	1,293,479	1,350,976	1,488,050	1,477,250	1,584,050	6%
Purchased Professional Services	328,659	365,386	555,100	530,700	354,075	-36%
Purchased Property Services	840,566	876,523	785,425	749,500	811,350	3%
Other Purchased Services	1,136,560	1,227,732	1,320,650	1,323,800	1,374,175	4%
Supplies	1,298,402	1,376,052	1,513,200	1,462,550	1,454,000	-4%
Contingency	-	-	200,000	200,000	208,825	4%
Special Projects	147,984	222,154	356,250	355,850	143,800	-60%
Subtotal - Operating Expenses	9,102,467	9,614,116	10,664,950	10,502,450	10,400,125	-2%
Reserves	345,600	513,580	430,375	653,570	1,640,000	281%
Capital Projects and Equipment	4,044,267	6,050,055	6,096,375	5,626,675	3,830,100	-37%
Debt Service/Bond issuance	1,995,427	2,018,211	2,053,975	2,053,900	2,106,425	3%
Transfers Out	2,326,212	2,452,175	3,573,000	3,352,200	2,231,025	-38%
<b>Total Expenses - All Funds</b>	<b>17,813,973</b>	<b>20,648,137</b>	<b>22,818,675</b>	<b>22,188,795</b>	<b>20,207,675</b>	<b>-11%</b>
<b>Source (Use) of Funds</b>	<b>(574,180)</b>	<b>(2,438,673)</b>	<b>(3,266,230)</b>	<b>(2,496,945)</b>	<b>(2,924,275)</b>	

# Budget Overview

## REVENUES

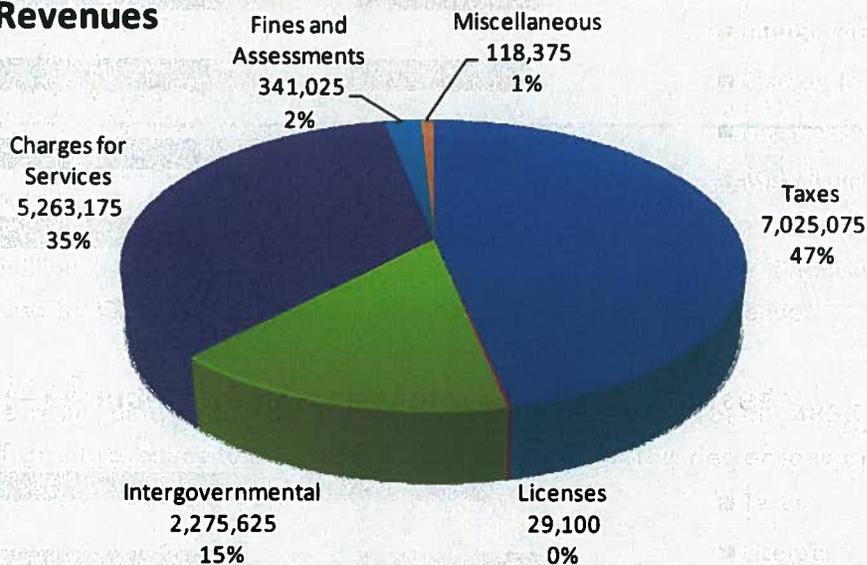
Revenues of \$15 million (excluding transfers in from other funds and other financing sources) are budgeted to decrease \$912,070 (6%) in 2015 from the 2014 budgeted revenues.

### Revenues - Excluding transfers and other financing sources



The decrease is the result of a reduction in intergovernmental revenues of \$1,483,175 (41%) and consists primarily of grant revenues funding specific capital projects. This decrease in grant revenues is offset to some extent by increases in other revenue sources.

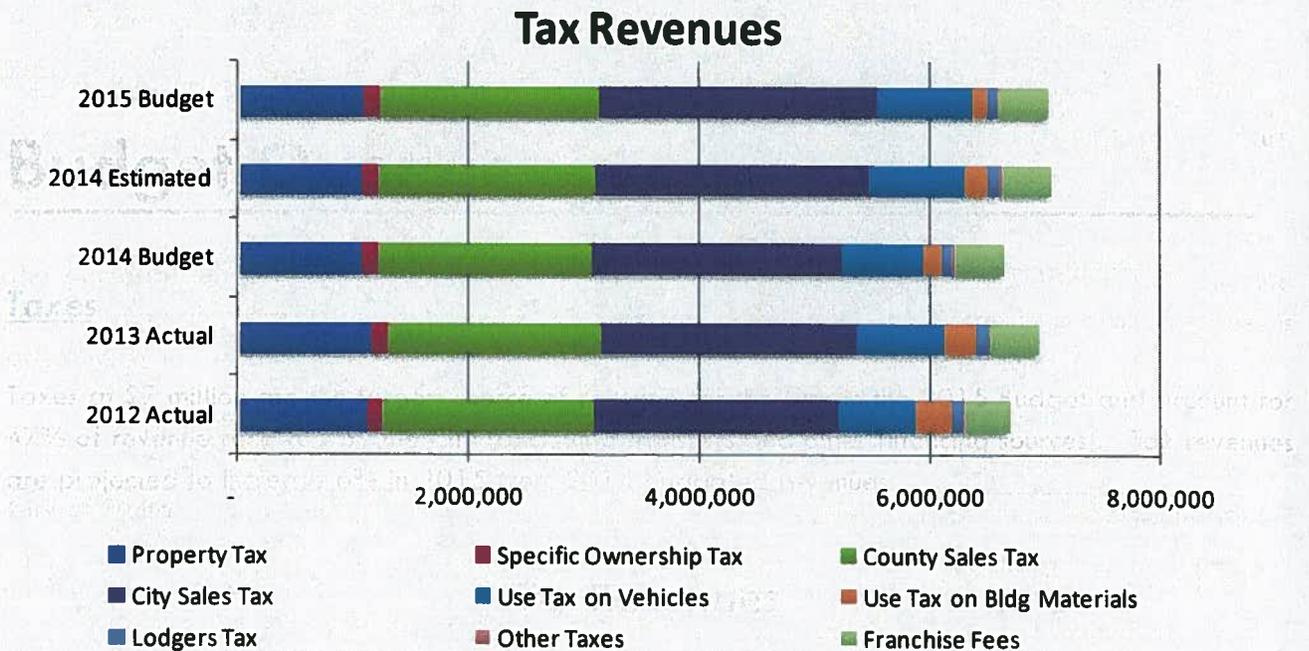
### 2015 Revenues



# Budget Overview

## Taxes

Taxes at \$7 million are the largest source of revenue for the City in the 2015 Budget and account for 47% of revenue received by the City (excluding transfers and other financing sources). Tax revenues are projected to increase 6% in 2015 from 2014 budgeted revenues.



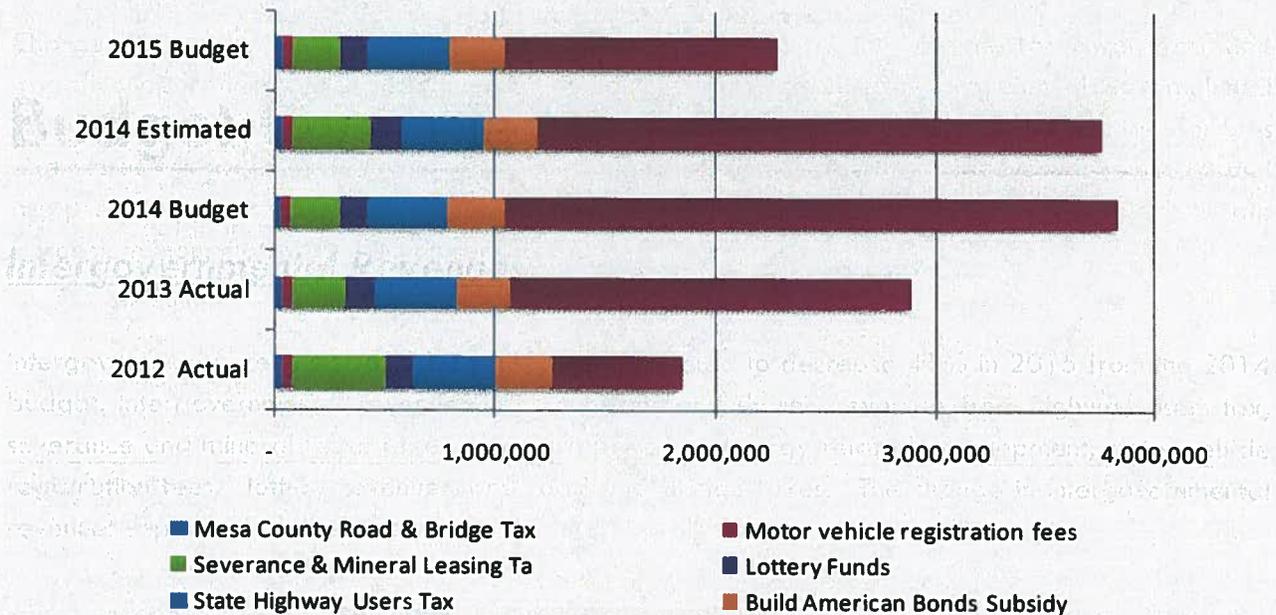
## Charges for Services

Charges for services of \$5.3 million consist primarily of monthly utility charges for sewer, trash and irrigation operations. Also included are sewer tap fees, fees for the provision of governmental services such as planning and zoning fees, fleet maintenance charges, and community center user fees and recreation programs. Charges for services account for 35% of the total revenues for 2015 and are projected to increase 1% compared to 2014 budgeted revenues. This increase is due to a rate increase in monthly trash collection service charges.

# Budget Overview

## Intergovernmental Revenues

Intergovernmental revenues of \$2.3 million are budgeted to decrease 41% in 2015 from the 2014 budget. Intergovernmental revenues include grants and shared revenues from highway users tax, severance and mineral lease taxes which are based on energy related development, motor vehicle registration fees, lottery revenues, and road and bridge taxes. The change in intergovernmental revenues is primarily related to grants for capital projects.



Grants of \$1.24 million represent the largest source of intergovernmental revenue in 2015. The following is a table of the various grant revenues included in the 2015 Budget.

Grant Program	Purpose	Source	Amount
Energy Impact Grant*	Ottley Avenue Improvements	Dept of Local Affairs	400,000
Energy Impact Grant*	Downtown Improvements	Dept of Local Affairs	225,000
GOCO Grant*	Reed Park Improvements	Great Outdoors Colorado	315,000
Mesa County FML Grant*	Downtown Improvements	Federal Mineral Lease	200,000
Mesa County Grant	Overlays	Mesa County	100,000
<b>Total Grants</b>			<b>1,240,000</b>

\*Not

confirmed

# Budget Overview

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Shared intergovernmental revenues include severance and mineral lease revenues. These revenues vary significantly from year to year. As a result, the City continues to allocate revenue from severance and mineral lease taxes towards funding of capital projects to reduce reliance on it for operational costs and mitigate potential negative impacts on city operations. In 2015, the entire \$220,000 in projected revenue is allocated towards future capital projects.

Highway user's tax revenue is projected to increase 4% in 2015. This revenue is distributed by the state based lane miles of road maintained by the City. The City also receives a percentage of lottery funds from the State. These revenues are based on the City's population and are limited in use by statute for parks and open space purposes. Lottery revenues are projected to remain relatively flat.

The City receives a federal subsidy for payment of taxable interest on the 2009B Sales and Use Tax Bonds for the Community Recreation Center. The amount of this subsidy has been reduced as a result of the federal sequestration and is projected at \$247,125 for 2015

## Transfers from Other Funds

Transfers reflect revenue from one fund of the City being transferred to another fund of the City. Of the \$2,231,025 in transfers budgeted in 2015,

- \$1,185,000 reflects transfers from various funds for capital projects,
- \$713,925 is related to debt service payments on the Community Recreation Center,
- \$237,100 in operating transfers for administrative/utility billing expenses, and
- \$95,000 represents a transfer for the historical operational subsidy for the outdoor swimming pool, senior recreation programs and fitness/wellness programs.

## Fines and Assessments

Fines and assessments include revenue from tickets and municipal court of \$39,000 as well as development impact fees in the amount of \$302,025. Development impact fees include amounts collected from developers for impacts on the City's infrastructure as a result of the new development. These funds are used in 2015 to fund offset cost of chipsealing streets, J.2 Road improvements and Ottley Avenue Road improvements.

# Budget Overview

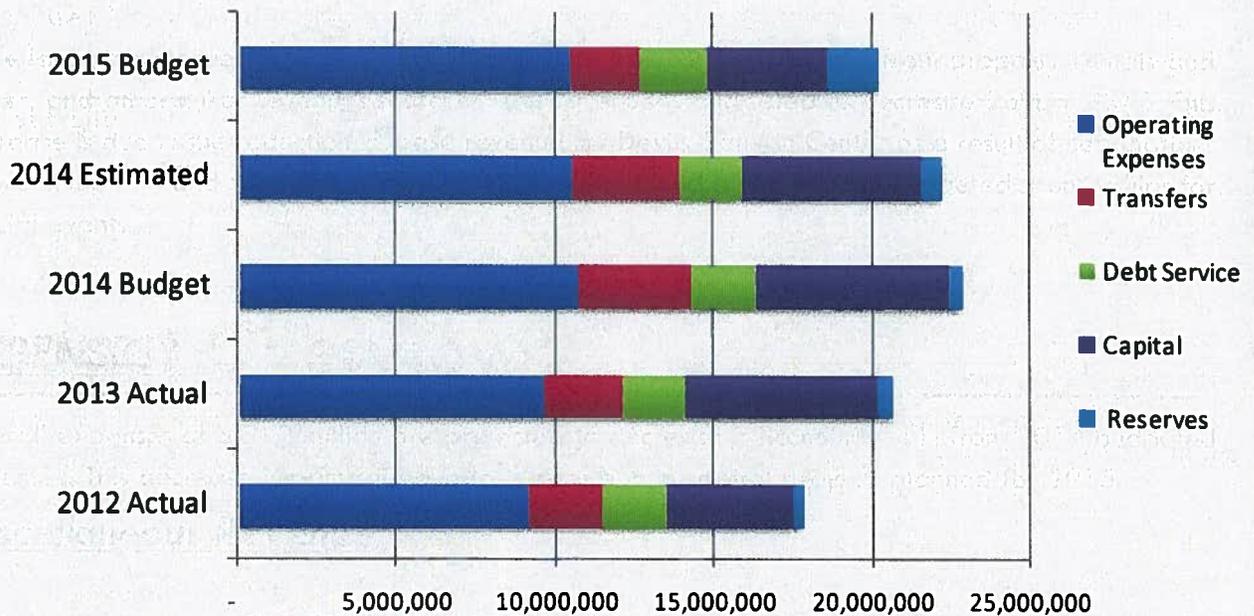
## Miscellaneous Revenue

Miscellaneous revenue of \$118,375 includes donations, interest, income from property rentals and leases, and other minor revenues sources. This revenue is budgeted to decrease 26% in 2015. This decrease is due to the reduction in lease revenue for Devils Canyon Center as a result of negotiations between the City and the Museum of Western Colorado and a decrease in budgeted sponsorships for special events.

## EXPENSES

Overall expenses of \$20.2 million are projected to decrease \$2.6 million (11) from 2014 budgeted expenses. This decrease is primarily due to a reduction in capital projects planned for 2015.

### Miscellaneous Revenue

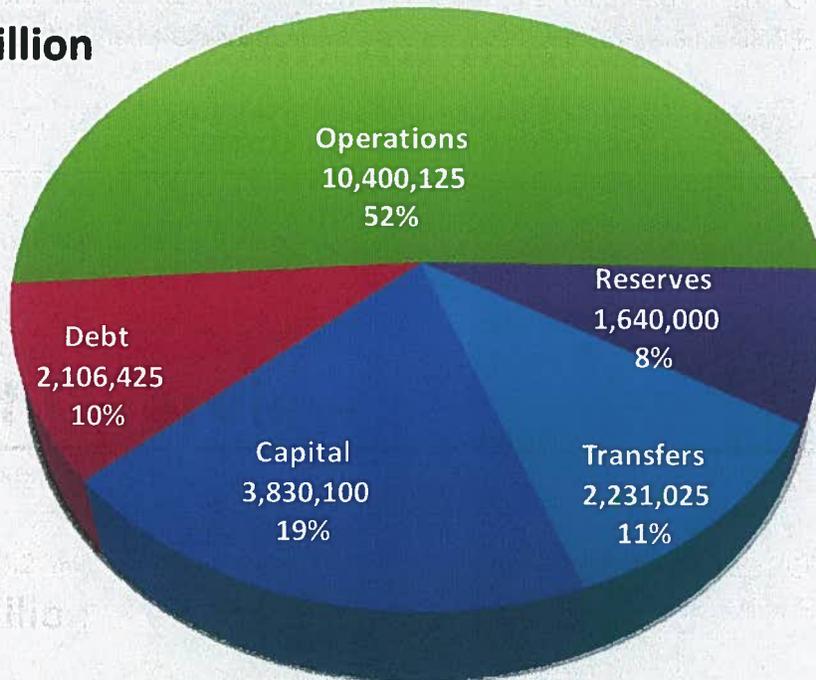


Expenses of \$20.2 million are categorized in one of the following areas: Capital Projects and Equipment, Debt Obligations, Operational Expenses and Transfers to other Funds.

# Budget Overview

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**\$20.2 million**



## Operating Expenses

The operating budget includes ongoing expenses associated with routine services provided by the City. It includes personnel, supplies, insurance, and purchased services associated with these routine services. Operating expenses of \$10.4 million represent 52% of the total budget for the City of Fruita are projected to decrease 2% in 2015 from 2014 budgeted expenses.

## Personnel Services

Salaries and benefits account for 58% of the operating budget and are budgeted to increase 2% from 2014 budgeted expenses. Changes in personnel services include the following:

- Elimination through attrition of a project manager position in the Engineering Division
- Conversion of the existing part time senior services coordinator to a full time position
- A performance and cost of living adjustment of 2% for salaries.
- Health insurance premiums increase of 16.4%. The City will bridge the increase in the

# Budget Overview

- premiums through the City's health insurance reserves.
- A part time seasonal public works maintenance worker position was reclassified to an Administrative Clerk position
- Reclassifications of positions
  - 4 positions reclassified from Grade 8 to Grade 9
    - 1 Deputy Clerk to Administrative Tech
    - 2 Maintenance Worker II to Senior Maintenance Worker
    - 1 Class D Operator to Class C Operator
  - 1 position reclassified from Grade 7 to Grade 8
    - 1 Maintenance Worker I to Maintenance Worker II
  - 1 position reclassified from Grade 9 to Grade 11
    - 1 Senior Maintenance Worker to Crew Leader
  - 1 position reclassified from Grade 9 to Grade 10
    - 1 Mechanic I to Mechanic II
  - 2 police officer positions reclassified to corporal positions

2015 STAFFING BY DEPARTMENT					
Department	2015 Changes	Total Full Time Positions	Total Part Time Positions	Contract Positions	Seasonal Positions
Administration		5	1	-	-
Community Development		3	-	-	-
Parks and Recreation		8	Varies	Varies	5
Community Center		5	Varies	Varies	-
General Government		1	9	3	-
Public Safety		20	4	-	-
Public Works	Eliminated Project Manager Position	24	0	-	4.5
<b>Total employees</b>		<b>66</b>	<b>14 plus recreation</b>	<b>3 plus recreation</b>	<b>9.5</b>

# Budget Overview

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## **Purchased Services**

Purchased services account for 24% of the 2015 operational expenses for the City and is down 4.5% compared to the 2014 budget. Purchased services include professional services such as engineering, auditing and legal fees; property services such as repair and maintenance of city facilities, infrastructure and mobile equipment; and other purchased services including trash collection, repair and maintenance of the irrigation and sewer systems; telephone, printing, publications, and advertising/promotion. Significant changes in purchased services include increases for fiber connectivity between the Fruita Police Department and Mesa County, 911 Communication Center charges, trash collection charges, programming for the WWTF SCADA system, and website development costs.

## **Supplies**

Supplies account for 14% of the operational expenses for the City and reflect a decrease of 3.9% from the 2014 budget. Supplies include office supplies, tools and equipment, postage, fuel, electrical and gas services, uniforms and safety equipment. Significant changes includes a decrease in chemicals and utilities for the WWTF, elimination of election costs and an increase in utilities for the expanded maintenance facility.

## **Special Projects and Contingency Funds**

Special projects and contingency funds are 3% of the operational budget and reflect a decrease of 37% in 2015. Special projects include the fireworks display, transportation/bus services, miscellaneous contributions to other agencies including special events, support of boards and commissions, and tourism mini-grants. Significant changes include the elimination of a pass through grant for Family Health West.

Contingency funds are funds legally appropriated for use which are not designated to any specific purpose but may be allocated, upon approval of the Fruita City Council, for various purposes to meet expenses not anticipated at the time the budget was adopted. Contingency funds are included in the General Fund and Irrigation Fund.

# Budget Overview

## Capital Projects and Equipment

Capital Projects and equipment purchases of \$3.8 million account for 19% of the total 2015 Budget. A summary of capital project and equipment expenses included in the 2015 Budget follows. Information on specific projects is included in the applicable fund.

Capital Equipment	Amount
Plotter for engineering	4,000
Computer equipment	48,500
Confined space monitoring equipment	8,500
Windscreen and dugout bench replacements	12,000
Community Center furniture and equipment	9,500
<b>TOTAL NEW EQUIPMENT</b>	<b>82,500</b>
Vactor truck	420,000
Dump Truck	195,000
Portable Generator	3,000
Trailer, 3 axle	29,600
Radar Trailer	15,100
Patrol Cars (3)	126,900
<b>TOTAL REPLACEMENT EQUIPMENT</b>	<b>789,600</b>
<b>Grand Total</b>	<b>872,100</b>

Capital Projects	Amount
Ottley Improvements	800,000
J.2 Road Improvements	200,000
Overlay Program	500,000
Trails	40,000
Downtown Improvements	650,000
Sidewalk Replacement	30,000
Reed Park Improvements	450,000
Triangle Park Signage Improvements	8,000
Sewer Improvements	280,000
<b>Total Capital Projects</b>	<b>2,958,000</b>

# Budget Overview

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## Debt Service

The City issued \$21.8 million in new debt in 2010 for the construction of the new wastewater treatment facility. In 2009, the City issued new debt for financing of the Community Center in the amount of \$12,565,000. Other debt includes interest and principal payments on a sewer note payable for the Kingsview sewer line extension which will be paid off in 2015. The following is a summary of debt for the City of Fruita and all its' related enterprises. The Federal BAB subsidy of interest on the taxable Community Center Revenue Bonds is budgeted at a 7.3% reduction (\$19,470) in 2015.

### **Consolidated Debt Schedule**

	Original <u>Debt</u>	Outstanding <u>Principal</u>	Outstanding <u>Interest</u>	Total Debt <u>Outstanding</u>	2015 Pmts <u>Princ &amp; Int.</u>
<b><u>Special Revenue Debt</u></b>					
Community Center Bonds*	12,565,000	12,465,000	11,505,423	23,970,423	692,388
	12,565,000	12,465,000	11,505,423	23,970,423	692,388
<b><u>Enterprise Fund Debt</u></b>					
Wastewater Treatment Facility	21,830,000	19,870,000	6,206,620	26,076,620	1,165,350
Kings View Sewer Loan	155,435	1,525	25	1,550	1,550
	21,985,435	19,871,525	6,206,645	26,078,170	1,166,900
<b>Total Debt Service</b>	<b>34,550,435</b>	<b>32,336,525</b>	<b>17,712,068</b>	<b>50,048,593</b>	<b>1,859,288</b>

\*Outstanding interest and total debt are net of \$4,762,245 due from the federal government for the Build America Bonds (BAB) subsidy.

# Budget Overview

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# General Fund Summary

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# General Fund Summary

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City of Fruita

## General Fund Summary

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City of Fruita

## General Fund Summary

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# General Fund Summary

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The General Fund is the City's major operating fund. It is used to account for the provision of municipal services funded through the general resources of the City, primarily tax revenues. The General Fund consists of the following departments and programs. (% indicates % of total 2015 General Fund Budget)

## Non-Departmental - 22.0%

- Non-departmental expenses
- Contingency
- Transfers

## Public Safety 28.0%

- Administration
- School Resource Program
- Investigations
- Traffic and Patrol
- Police Support Services

## Public Works - 22.5%

- Engineering
- Administration
- Road Maintenance
- Traffic Safety
- Building Maintenance
- Mountain Water

## Parks and Recreation 11.8%

- Administration
- Activities
- Athletics
- Special Events
- Parks

## Administration - 8.3%

- City Clerk
- Finance
- Information Technology
- Human Resources

## General Government - 4.2%

- City Council
- City Manager
- Elections
- Legal
- Municipal Court

## Community Development - 3.2%

- Code Enforcement
- Planning and Zoning

# General Fund Summary

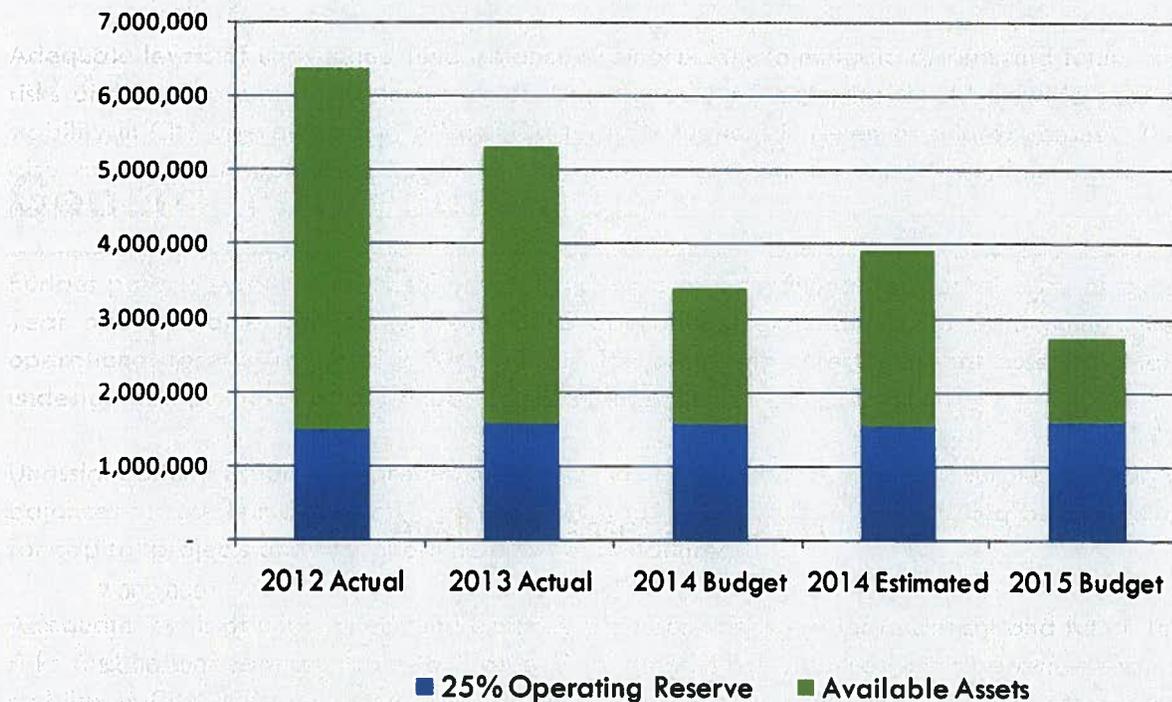
## FUND BALANCE

Unassigned fund balances represent the City's "savings account". Year end surpluses revert to fund balances for use in maintaining reserve levels set by policy with any remaining balance available for capital projects and/or "one-time only" expenditures.

Adequate levels of unassigned fund balance are necessary to mitigate current and future financial risks and help to ensure stable tax rates. Unassigned fund balances should provide security and stability in City operations and offset short term fluctuations in revenues and expenses. They are also an important consideration in long-term financial planning, including planning for capital projects.

Budget policies recommend that General Fund have an operational reserve of 25% of the current year operational expenditures. With 2015 operational expenditures of \$6.5 million the 25% operational reserve required is \$1.6 million. The remaining unrestricted net assets available for undesignated purposes at December 31, 2015 is projected at \$1.2 million.

### Available Assets at 12/31



# General Fund Summary

Over the last several years, the City has been funding a significant portion of capital projects from its fund balance (savings account). In the past, the use of dollars from the fund balance has been off-set by volatile revenue sources such as federal mineral lease and severance taxes, use taxes on building materials and other sources. As those sources of revenue have declined and otherwise been allocated to operations, the dollars available for capital investment have decreased over time.

However, this use of fund balance has also resulted in significant investments in capital improvements with \$4.7 million in fund balance leveraged with grant funds and other revenue sources for a total of \$13.5 million in capital improvements over the 4 year period from 2012 through 2015. In addition the capital improvements have been made in a competitive environment which has provided substantial savings in project costs.

The proposed budget will leave approximately \$1.8 million available for future one time expenditures including capital projects at 12/31/15. This includes the \$1.1 million in unrestricted assets and an additional \$670,579 in assets restricted for capital projects. The capital projects reserve created in 2013 is funded through annual restriction of severance and mineral lease tax revenues and the 2015 budget allocates 100% of this revenue to the capital project reserve.

Additional components of fund balance include amounts reserved for specific or designated purposes. These include TABOR emergency reserves, reserves for chip seal of streets, fuel inventory and funds assigned for war memorial maintenance, vehicle replacement and health insurance reserves.

The proposed 2015 budget includes the use of \$1,235,000 in unrestricted available assets for capital projects (\$1,035,000) and contingency (\$200,000). The proposed budget also includes the use of \$44,600 in restricted assets for vehicle and equipment replacements in 2015, and \$53,895 for supplemental health insurance and health insurance premiums.

## REVENUES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Taxes	5,550,715	5,748,586	5,496,100	5,810,425	5,803,075	6%
Licenses	26,719	30,875	27,750	29,100	29,100	5%
Intergovernmental Revenues	888,140	684,756	655,725	814,250	658,500	0%
Charges for Services	175,502	165,071	145,750	152,400	154,900	6%
Fines, Forfeits and Assessments	181,492	77,202	86,000	39,150	91,025	6%
Miscellaneous	76,326	69,906	57,000	50,800	41,800	-27%
Transfers from Other Funds	229,000	229,000	265,000	260,000	237,100	-11%
Other Financing Sources	20,141	168,101	15,000	78,175	-	0%
<b>Total Revenues</b>	<b>7,148,035</b>	<b>7,173,497</b>	<b>6,748,325</b>	<b>7,234,300</b>	<b>7,015,500</b>	<b>4%</b>

# General Fund Summary

General Fund revenues in 2015 are budgeted at \$7 million. This reflects a 4% increase (\$267,175) from 2014 budgeted revenues. This increase is primarily a result of a projected increases in city sales and use tax revenues.

## General Fund Revenues



Budget projections for other significant revenue sources are conservative based on trends in 2014 indicating that the economy is still sluggish. The following is summary of projected changes in significant revenue sources from 2014 budgeted revenues as reflected in the 2015 Budget.

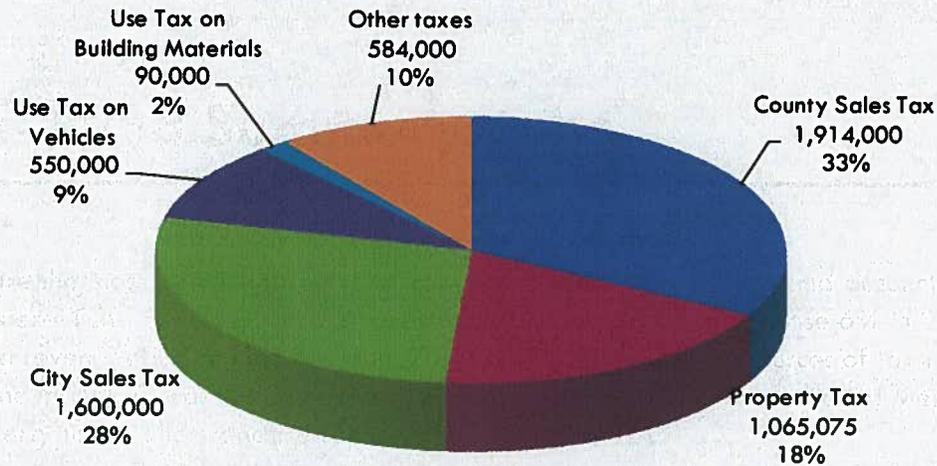
Description	Change from 2014 Budget	Change from 2014 Estimate
County sales tax	3.0%	0.7%
City sales tax revenue	10.5%	1.6%
Use tax on vehicles	17.8%	0%
Property tax	0.5%	0.5%
Franchise fees	0.7%	0%
Mineral lease and severance tax	-2.2%	-40.5%

## TAXES

# General Fund Summary

Tax revenues are the most significant source of revenue for the City of Fruita and account for 83% of the total General Fund revenues. Total tax revenues are budgeted to increase 6% in 2015 over 2014 budgeted revenues and remain flat from 2014 estimated revenues. Sources of tax revenue in the General Fund include 2% of the City's 3% sales and use taxes, the City's portion of Mesa County sales tax, property taxes and franchise fees.

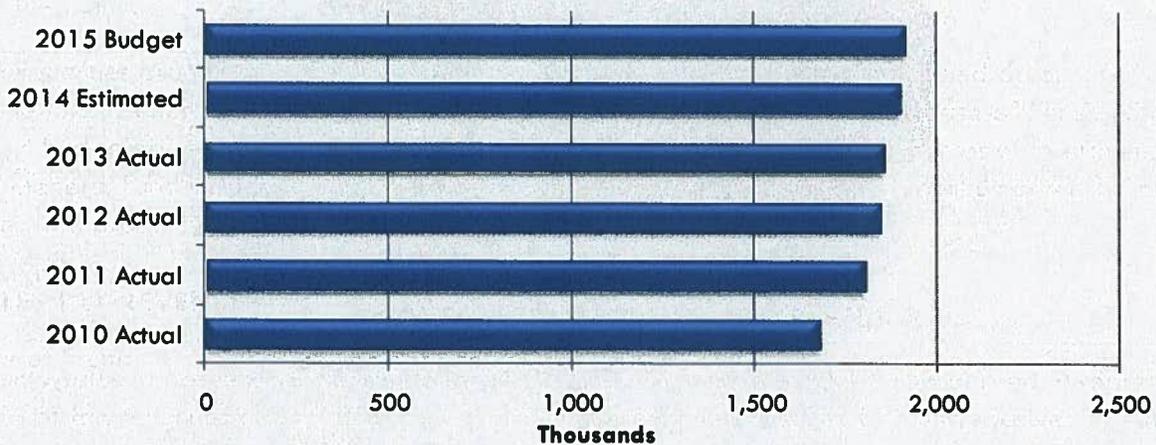
## 2015 TAX REVENUES - \$5.8 million



## SALES TAX REVENUE

County sales tax revenue is the single largest source of revenue for the General Fund. It represents 33% of tax revenues and 27% of all General Fund revenues. The City of Fruita receives 1/10th of \$.01 of the \$.02 County sales tax.

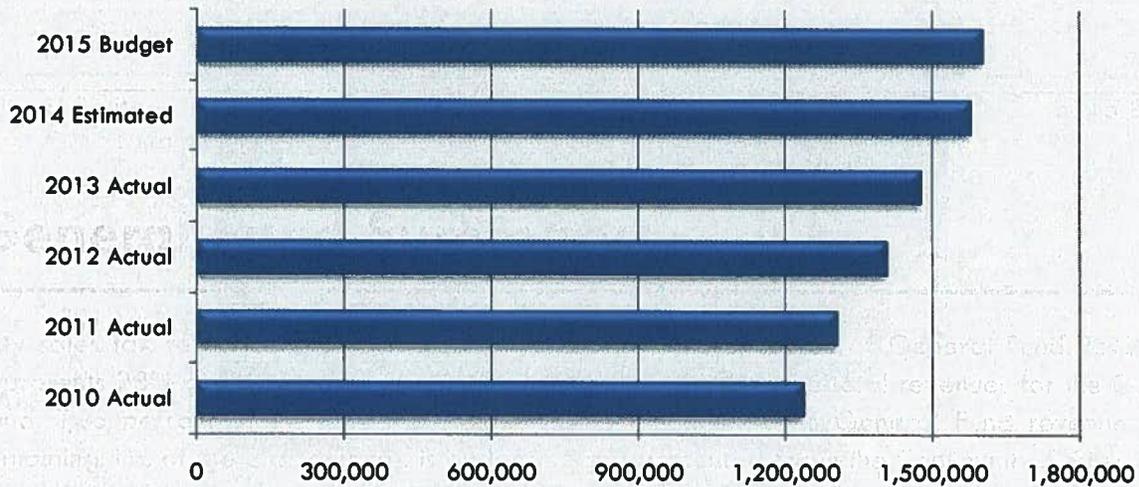
## County Sales Tax - \$1.9 million



# General Fund Summary

City sales tax revenue of \$1.6 million is the second largest source of General Fund Revenue. It represents 28% of the General Fund tax revenues and 23% of the total revenues for the General Fund. Two percent of the City's 3% sales tax is included in the General Fund revenues. The remaining 1% of the 3% sales tax is budgeted and accounted for in the Community Center Fund.

## City Sales Tax - \$1.6 million



## PROPERTY TAX REVENUE

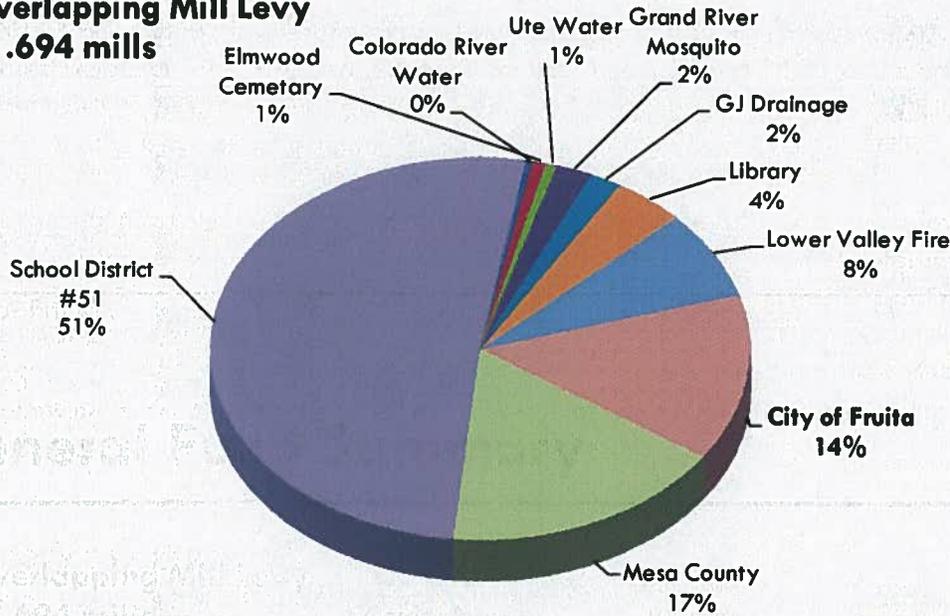
Property tax revenue is budgeted to remain flat in 2015 compared to 2014 budgeted and estimated revenue. The assessed valuation for the City increased \$555,240 from \$104.4 million to \$105 million. This increase was primarily due to new construction of \$1.5 million. The mill levy assessed by the City for collection in 2015 remains unchanged at 10.146 mills.

The following chart shows the overlapping mill levy (total of property taxes levied by all taxing jurisdictions) for collection in 2014 for Fruita residents of 71.694 mills. Information on the 2014 overlapping mill levy (collected in 2015) is not available at this time. The City of Fruita receives 14% of the total property tax revenue.

The following chart compares the City of Fruita's property tax mill levy to other municipalities in Mesa County.

# General Fund Summary

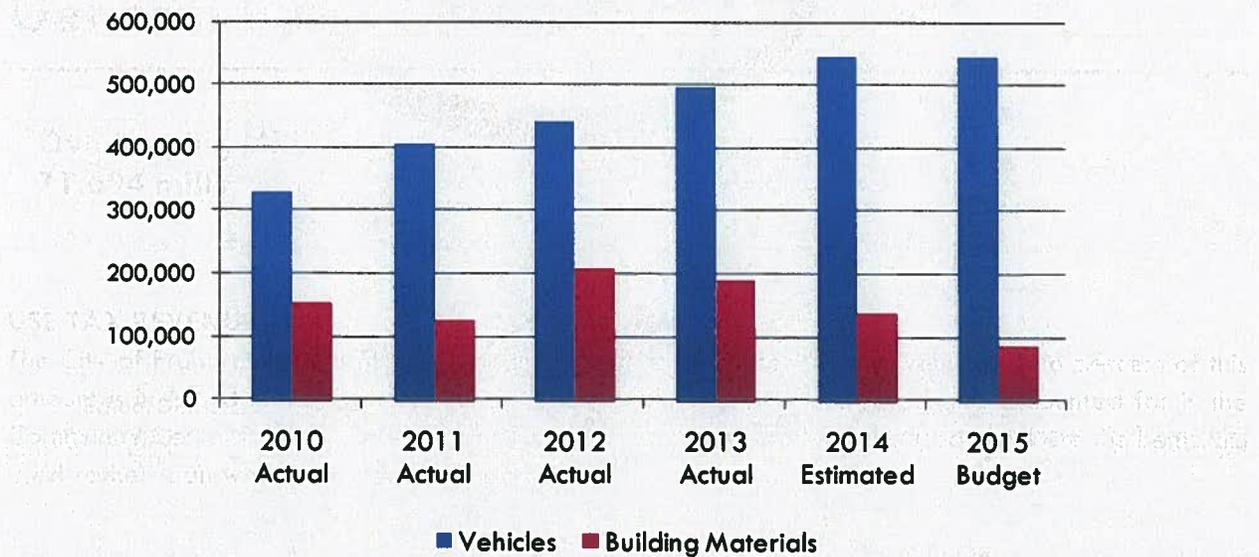
## Overlapping Mill Levy 71.694 mills



## USE TAX REVENUE

The City of Fruita collects a 3% use tax on both building materials and vehicles. Two percent of this amount is included in the General Fund. The remaining 1% is budgeted and accounted for in the Community Center Fund. Use tax is similar to sales tax but is collected based on where the items are used rather than where the items are purchased

## USE TAXES - \$640,000



# General Fund Summary

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Motor vehicle use tax revenue is projected remain flat from 2014 estimated revenues. Use tax on building materials is collected by the City at the time a planning clearance is issued for a building permit. Changes in this revenue source are directly related to the rate of growth and development in the City. Use tax on building materials is budgeted at \$90,000 in 2015, a decrease of 37% from estimated 2014 revenues. This amount is based on approximately 40 new homes.

## FRANCHISE FEE REVENUE

The City also receives franchise revenues from Xcel Energy and Grand Valley Rural Power for gas and electric utilities and from Bresnan Communications for cable television services. The City's franchise fee for gas and electric service is 3% and 2.5% for cable television. Franchise fees are paid by utility companies for use of the City's streets and rights of way for placement of service lines. The franchise agreements with Xcel Energy Service and Grand Valley were renegotiated in 2002 and the cable television franchise agreement was extended for 2 years in 2013 and will be renegotiated prior to expiration on May 7, 2016. Franchise revenues are projected to remain flat from 2014 estimated revenues.

## INTERGOVERNMENTAL REVENUES

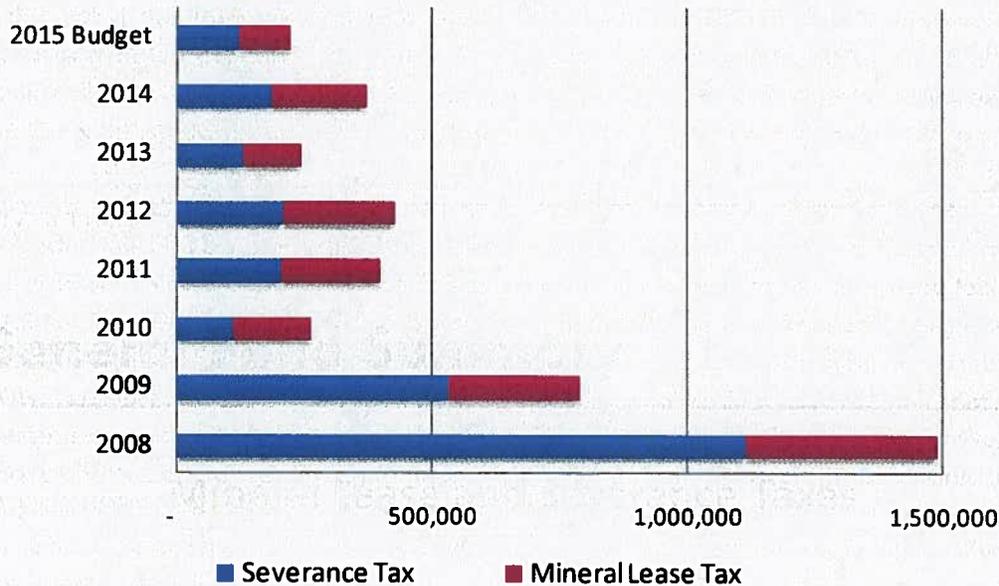
Intergovernmental revenues account for 9.4% of the 2015 General Fund revenues and include revenue from other governmental agencies. The most significant source of intergovernmental revenue in 2015 is highway user's tax which includes a tax on fuel and vehicles registration fees and tax and distributed among the state, counties and cities based on the number of registered vehicles in the jurisdiction and miles of streets within the city. The "FASTER" surcharge was imposed in 2009 and is a road safety surcharge added to vehicle registration fees of which 18% is shared back to municipalities. These revenues are required to be used for maintenance of streets within the City. This revenue is budgeted to increase 1% over 2014 estimated revenues.

Severance and mineral lease taxes are received from the State of Colorado. Legislation which passed in the 2008 state legislative session made significant changes to the method and process for the distribution of State Severance Tax and Federal Mineral Lease receipts to local governments. In addition to distribution of funds based on the residence location of energy sector employees, additional factors such as new well and mine permits, mineral production, population and HUTF road miles, are used to determine the distribution of these revenues to local governments. This revenue source is conservatively budgeted as it can fluctuate significantly from year to year as seen in the above chart. Severance tax and mineral lease funds can be used for any municipal purpose.

# General Fund Summary

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## Mineral Lease and Severance Taxes



In 2015 all mineral lease and severance tax revenues are reserved for future capital expenses. This is done in order to insure that operational expenses are not unduly impacted if energy related employment declines or distribution formulas are changed at the state or federal levels and provide funding sources for future capital projects. However, as these revenues decline there is an adverse impact on the amount of funds available for future capital projects. The 2015 Budget reflects a 40% decrease from 2014 estimated revenues.

## CHARGES FOR SERVICES

Charges for services include recreation program registration fees, land use fees, lock off charges and special event fees. These revenues are projected to increase 1.6% from 2014 estimated revenues primarily due to increases in recreation registration fees.

## OTHER REVENUES

Other revenues include interest earnings, donations, licenses and permits, penalty assessments, development impact fees and court revenues. Significant changes include use of \$52,025 from development impact fees for use in the 2015 chip and seal program. These funds have been collected in prior years and are recorded as revenues when used.

Licenses and permits are budgeted to remain flat in 2015 over 2014 estimated revenues. All businesses operating in the City, including vendors at special events, are required to purchase a

# General Fund Summary

business license on an annual basis. In addition, special licenses are required for liquor establishments, coin operated amusement devices, dance halls, gas installers, pawn shops and automobile salvage yards. Also included is permits issued for construction of fences and signs.

Fines and Forfeits include assessments for violation of municipal and state regulations issued by the Fruita Police Department, including court costs. These revenues are budgeted to remain flat from 2014 estimated revenues.

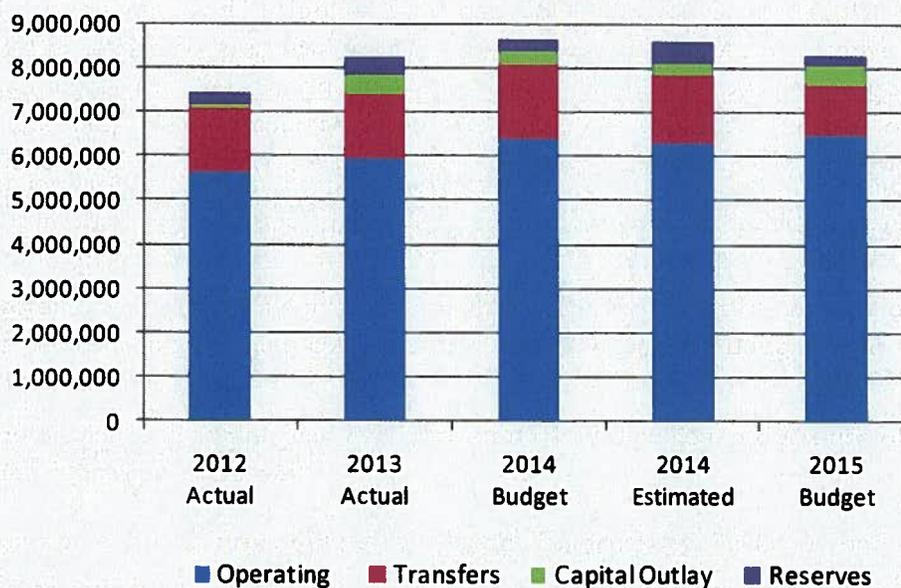
## TRANSFERS FROM OTHER FUNDS

Transfers from other funds are 3.4% of the total General Fund Revenues and are made from enterprise funds (Sewer, Trash, Irrigation Fund and Devils Canyon Center) to the General Fund to offset the cost of providing administrative services to these funds. Administrative services include personnel and supply costs for management oversight, utility billing costs (labor, postage, supplies), accounting functions, human resources, insurance and other services. Transfers are projected to decrease 8.8% in 2015. This decrease reflects the reduction in transfers from the Devils Canyon Center Fund due to reduction in lease payments.

## EXPENSES

Overall expenses in the General Fund are budgeted at \$8.3 million, a decrease of 4% over 2014 budgeted and estimated expenses.

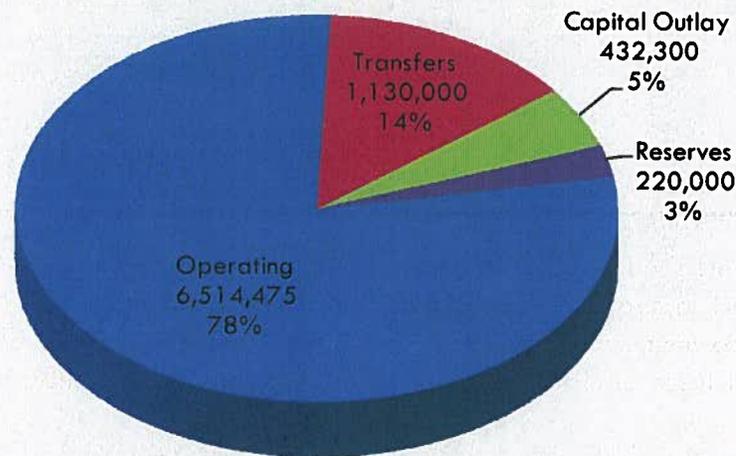
**General Fund Expenses**



# General Fund Summary

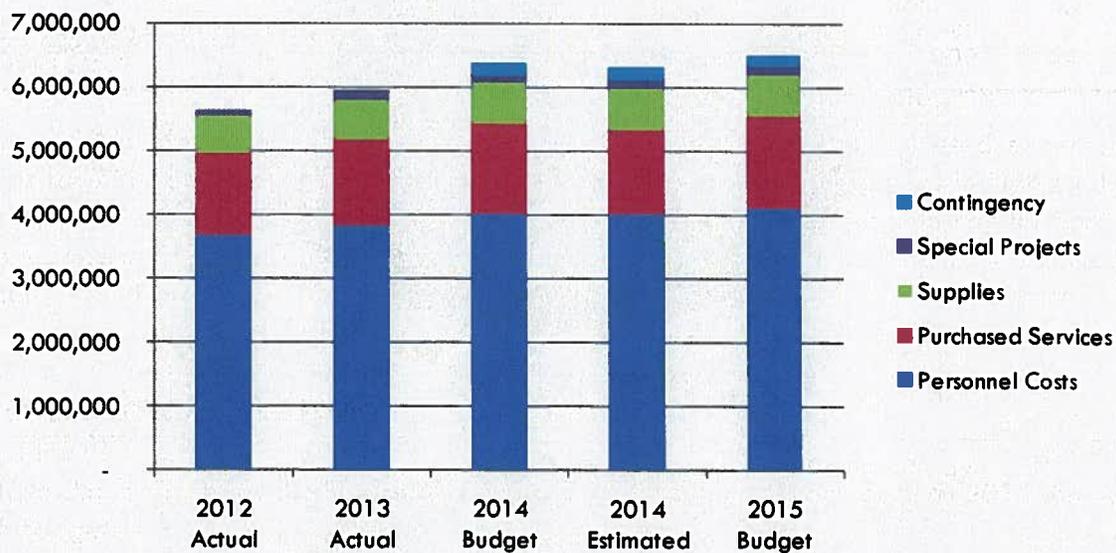
Operating expenses of \$6.5 million reflect a 2% increase over 2014 budgeted expenses and account for 79% of the 2015 General Fund budget. Non-operating expenses include funding of reserves which accounts for 3% of the 2015 expenses, new and replacement capital equipment which represents 5% and transfers, primarily for capital projects, which represent 14% of the 2015 budget.

## 2015 Expenses



## EXPENSES BY CATEGORY

The following chart shows the history of General Fund operating expenses from 2012 through the 2015 Budget.



# General Fund Summary

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## **PERSONNEL SERVICES AND BENEFITS**

Personnel costs of \$4.1 million are the most significant part of the 2015 operating budget and account for 50% of the operational expenses. Personnel services and benefits are projected to increase 2% from 2014 budgeted expenses. Significant changes include:

- Elimination of a position in the engineering division (eliminated in 2014 through attrition)
- Pay adjustment of 2%
- Reclassifications of various positions
- Health insurance premium increase of 16.4%

## **PURCHASED SERVICES**

Purchased services of \$1.4 million are budgeted to increase 2.6% from 2014 budgeted expenses. Significant changes in purchased services include:

- 911 Dispatch and Communication Center Charges – increase of \$19,500 (8%)
- Fiber connectivity for the police department – increase of \$12,000 (73%)
- Insurance deductible – increase of \$7,150 (40%)
- Website development – addition of \$14,000
- Recruitment expenses – decrease of \$12,000

## **SUPPLIES**

Supplies in the amount of \$673,500 are budgeted to increase 3% over 2014 budgeted expenses. Significant changes in supplies include:

- Utilities and street lighting – increase of \$24,000 (9%) which includes utilities for the expanded maintenance facility

## **SPECIAL PROJECTS**

Special Projects in the amount of \$105,300 are budgeted to decrease 12% over 2014 budgeted expenses. Significant changes in special projects include:

- Downtown and economic development – decrease of \$7,250 (74%). This decrease is offset by a significant capital project scheduled in the 2015 Budget in the Capital Projects Fund.

## **CAPITAL PROJECTS AND EQUIPMENT**

The 2015 Budget includes the transfer of \$1 million to the Capital Projects Fund and \$432,300 in capital equipment acquisitions. Individual projects are described in the Capital Projects Fund. Below is a summary of capital equipment acquisitions in the General Fund.

# General Fund Summary

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	Equipment Description	Dept	Amount
New	Dugout bench replacement	451	8,000
	Windscreen replacement at LSW Park	451	4,000
	Computer equipment	415	50,700
New Total			62,700
Replacement	Portable Generator	431	3,000
	Trailer - 2 axle	431	29,600
	Dump truck	431	195,000
	Radar Trailer	421	15,100
	Patrol Car	421	50,800
	Patrol Car - Chief	421	35,550
	Patrol Car - Investigations	421	40,550
Replacement Total			369,600
Total Equipment			432,300

## CONTINGENCY AND RESERVES

Contingency Funds of \$200,000 (3% of the General Fund operating expenses) are budgeted in 2015 for unanticipated expenses or revenue shortfalls. Use of contingency funds must be approved by the City Council. Contingency funds are allocated from unassigned fund balance in 2015.

## RESERVES

The 2015 Budget also includes funding of capital project reserves in the amount of \$220,000. This amount represents the mineral lease and severance tax revenues budgeted in 2015 and sets them aside as reserves for future funding of capital projects.

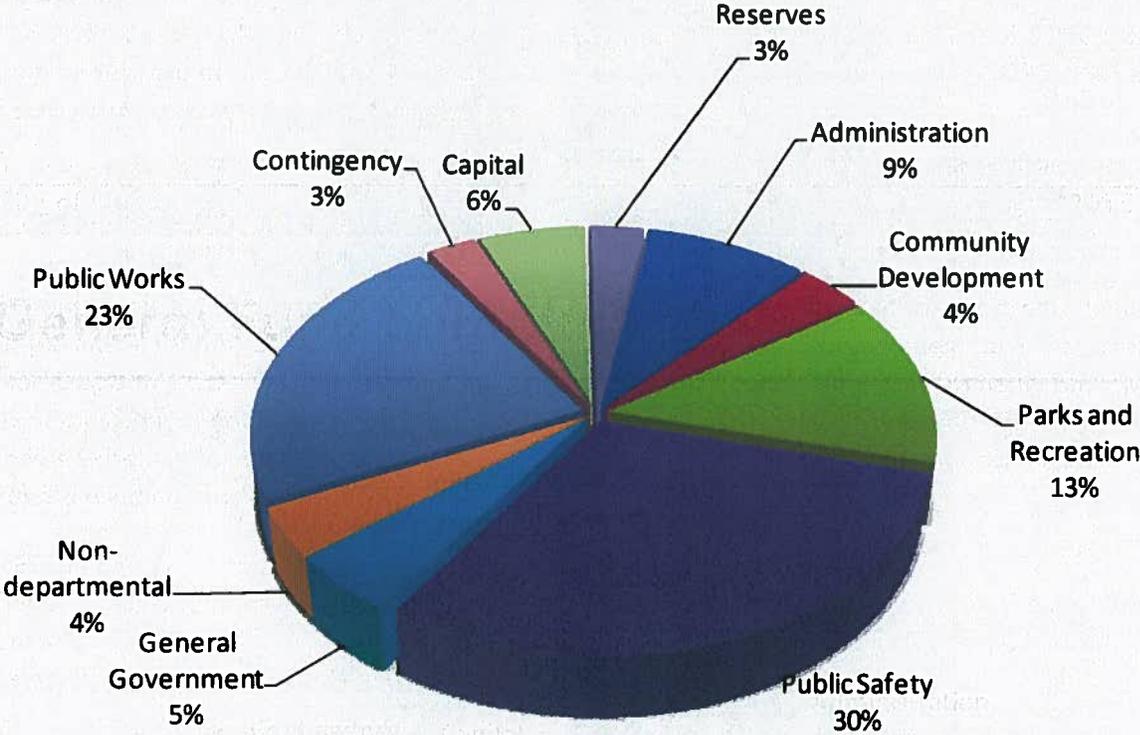
## EXPENSES BY DEPARTMENT

Expenses of the General Fund are categorized by Departments and programs within each department. Expenses which can't be attributed to a specific department are included in the Non-Departmental category. Additional information concerning department and program expenses can be found in the narrative section of each department's budget. The following chart shows expenses for each department as a percentage of the total operation budget for the General Fund excluding capital project transfers.

# General Fund Summary

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**2015 General Fund Expenses  
by Department (excluding transfers)**



# General Fund Summary

<b>Summary</b>						
<b>Account</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Change</b>
<b>Beginning Funds Available</b>	<b>5,292,883</b>	<b>4,882,050</b>	<b>3,755,205</b>	<b>3,755,205</b>	<b>2,405,723</b>	<b>-36%</b>
<b>Revenues</b>						
31 Taxes	5,550,715	5,748,586	5,496,100	5,810,425	5,803,075	6%
32 Licenses & Permits	26,719	30,875	27,750	29,100	29,100	5%
33 Intergovernmental Revenue	888,140	684,756	655,725	814,250	658,500	0%
34 Charges for Service	175,502	165,071	145,750	152,400	154,900	6%
35 Fines & Forfeits	181,492	77,202	86,000	39,150	91,025	6%
36 Miscellaneous	76,326	69,906	57,000	50,800	41,800	-27%
39 Other Financing Sources	249,141	397,101	280,000	338,175	237,100	-15%
<b>Total Revenues</b>	<b>7,148,035</b>	<b>7,173,497</b>	<b>6,748,325</b>	<b>7,234,300</b>	<b>7,015,500</b>	<b>4%</b>
<b>Expenses by Department</b>						
415 Administration	538,931	567,680	624,000	622,500	647,250	4%
419 Community Development	222,915	273,227	253,200	253,200	263,050	4%
410 General Government	362,408	359,643	381,300	362,950	345,575	-9%
451 Parks and Recreation	798,661	875,872	937,000	937,000	965,850	3%
421 Public Safety	1,881,443	1,983,266	2,075,175	2,075,175	2,179,350	5%
431 Public Works	1,601,896	1,633,555	1,640,950	1,590,400	1,637,700	0%
490 Non-departmental	244,878	261,626	276,900	276,500	275,700	0%
490 Contingency	-	-	200,000	200,000	200,000	0%
<b>Operating Expenses</b>	<b>5,651,132</b>	<b>5,954,869</b>	<b>6,388,525</b>	<b>6,317,725</b>	<b>6,514,475</b>	<b>2%</b>
999 Capital Outlay	129,943	428,145	290,350	273,200	432,300	49%
490 Reserves	255,600	388,954	254,600	477,795	220,000	-14%
490 Transfers, Community Ctr Fund	97,500	95,000	95,000	95,000	95,000	0%
490 Transfers, Capital	1,312,658	1,368,065	1,612,150	1,452,150	1,035,000	-36%
<b>Total Expenses</b>	<b>7,446,833</b>	<b>8,235,033</b>	<b>8,640,625</b>	<b>8,615,870</b>	<b>8,296,775</b>	<b>-4%</b>
Reserve Adjustments	(112,035)	(65,309)	(25,994)	32,088	46,275	0%
<b>Ending Funds Available</b>	<b>4,882,050</b>	<b>3,755,205</b>	<b>1,836,911</b>	<b>2,405,723</b>	<b>1,170,723</b>	<b>-36%</b>
Source (Use) of Funds	(410,833)	(1,126,845)	(1,918,294)	(1,349,482)	(1,235,000)	-36%
					1,235,000	

# General Fund Summary

## Summary

Account	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Change
<b>Expenses by Object</b>						
41 Personnel Services, Salaries	2,727,440	2,837,998	2,948,425	2,948,425	2,972,650	1%
42 Personnel Services, Benefits	943,338	995,045	1,086,275	1,086,175	1,146,575	6%
43 Purchased Professional Svcs	217,170	255,257	269,150	250,025	261,475	-3%
44 Purchased Property Services	643,440	633,304	608,750	559,850	627,925	3%
45 Other Purchased Services	416,242	448,066	502,550	500,900	527,050	5%
46 Supplies	592,518	634,457	653,725	653,100	673,500	3%
48 Special Projects	110,984	150,742	119,650	119,250	105,300	-12%
48 Contingency	-	-	200,000	200,000	200,000	0%
<b>Operating Expenses</b>	<b>5,651,132</b>	<b>5,954,869</b>	<b>6,388,525</b>	<b>6,317,725</b>	<b>6,514,475</b>	<b>2%</b>
47 Capital	129,943	428,145	290,350	273,200	432,300	49%
48 Reserves	255,600	388,954	254,600	477,795	220,000	-14%
49 Transfers	1,410,158	1,463,065	1,707,150	1,547,150	1,130,000	-34%
<b>Total Expenses</b>	<b>7,446,833</b>	<b>8,235,033</b>	<b>8,640,625</b>	<b>8,615,870</b>	<b>8,296,775</b>	<b>-4%</b>

# General Fund Revenues

## Revenues

Account	Description	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg Budget
<b>TAXES</b>							
110-000-00-3110	Property Tax	1,099,168	1,145,456	1,059,425	1,059,425	1,065,075	1%
110-000-00-3120	Specific Ownership Tax	134,334	138,574	130,000	138,000	138,000	6%
110-000-00-3130	County Sales Tax	1,842,108	1,854,112	1,858,400	1,900,000	1,914,000	3%
110-000-00-3131	City Sales Tax	1,403,644	1,473,646	1,447,775	1,575,000	1,600,000	11%
110-000-00-3132	Use Tax on Vehicles	447,930	502,244	467,000	550,000	550,000	18%
110-000-00-3133	Use Tax on Bldg Materials	214,002	194,068	90,000	142,000	90,000	0%
110-000-00-3142	Cigarette Tax	14,363	14,376	14,500	13,000	13,000	-10%
110-000-00-3182	Franchise Fees	392,849	422,647	427,000	430,000	430,000	1%
110-000-00-3190	Penalties and Interest	2,317	3,463	2,000	3,000	3,000	50%
		5,550,715	5,748,586	5,496,100	5,810,425	5,803,075	6%
<b>LICENSES</b>							
110-000-00-3210	Business Licenses	17,125	19,550	18,000	18,500	18,500	3%
110-000-00-3211	Liquor Licenses	7,229	9,025	8,000	8,500	8,500	6%
110-000-00-3220	Street Excavation Permits	510	90	250	100	100	-60%
110-000-00-3221	Other Permits	1,855	2,210	1,500	2,000	2,000	33%
		26,719	30,875	27,750	29,100	29,100	5%
<b>INTERGOVERNMENTAL REVENUES</b>							
110-000-00-3312	Federal Police Grants	1,260	-	-	-	-	0%
110-000-00-3314	Economic Development Grant	-	3,357	-	-	-	0%
110-000-00-3330	Severance/Mineral Lease Tax	423,778	240,929	225,000	369,650	220,000	-2%
110-000-00-3342	Energy Impact Grant	8,058	-	1,625	1,625	-	-100%
110-000-00-3351	Add. Motor Vehicle Reg Fees	19,380	18,758	18,500	18,500	18,500	0%
110-000-00-3352	State Highway Users Tax	369,166	370,744	360,000	370,000	373,000	4%
110-000-00-3353	App. Motor Vehicle Reg Fees	27,215	26,380	25,000	26,000	26,000	4%
110-000-00-3370	Tree Grants	5,000	-	-	-	-	0%
110-000-00-3373	Local Agency Police Grants	10,670	-	5,600	6,475	-	-100%
110-000-00-3380	Mesa County Road Tax	23,613	24,588	20,000	22,000	21,000	5%
		888,140	684,756	655,725	814,250	658,500	0%
<b>CHARGES FOR SERVICES</b>							
110-000-00-3413	Planning Fees	23,031	18,950	13,000	17,000	15,000	15%
110-000-00-3421	Vehicle Inspection Fees	1,270	1,017	1,100	1,100	1,100	0%
110-000-00-3455	Impound Fees	75	-	100	100	100	0%
110-000-00-3470	Recreation Registration Fees	82,457	80,069	75,000	75,000	80,000	7%
110-000-00-3472	Special Event Booth Fees	6,489	5,448	5,750	5,000	5,500	-4%
110-000-00-3473	Retail sales	10,230	11,493	10,500	10,500	10,500	0%
110-000-00-3475	Internet sales	1,342	4,868	1,000	1,000	1,000	0%
110-000-00-3477	Park rentals/pool receipts	9,825	11,520	9,500	11,000	11,000	16%
110-000-00-3478	Shipping & Handling Charges	520	160	300	200	200	-33%
110-000-00-3479	Scholarship Program	3,188	3,298	3,000	3,000	3,000	0%
110-000-00-3480	Manpower	16,633	7,829	7,000	7,500	7,500	7%
110-000-00-3482	Mountain Water Charges	540	540	500	-	-	-100%
110-000-00-3483	Penalties	19,902	19,879	19,000	21,000	20,000	5%
110-000-00-3484	Developer Contributions	-	-	-	-	-	0%
		175,502	165,071	145,750	152,400	154,900	6%

# General Fund Revenues

## Revenues

Account	Description	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg Budget
<b><u>FINES, FORFEITS AND ASSESSMENTS</u></b>							
110-000-00-3510	City and County Court	21,348	27,489	23,000	23,000	23,000	0%
110-000-00-3511	Penalty Assessments	15,616	19,206	13,000	16,000	16,000	23%
110-000-00-3512	Restitution to City	4,162	-	-	150	-	0%
110-000-00-3555	Development Impact Fees	140,366	30,507	50,000	-	52,025	4%
		181,492	77,202	86,000	39,150	91,025	6%
<b><u>INTEREST AND RENTALS</u></b>							
110-000-00-3610	Interest on deposits	20,000	6,974	6,000	5,000	4,000	-33%
110-000-00-3613	Gain (Loss) on investments	383	417	-	-	-	0%
110-000-00-3624	Rail Car Rentals	2,200	2,100	2,200	-	-	-100%
110-000-00-3625	Rent on Lands and Water	27,415	24,060	25,000	25,000	25,000	0%
110-000-00-3626	Facility Rentals	1,935	1,744	2,000	2,000	1,800	-10%
		51,933	35,295	35,200	32,000	30,800	-13%
<b><u>DONATIONS</u></b>							
110-000-00-3640	Senior Center Donations	1,646	679	-	-	-	0%
110-000-00-3641	Miscellaneous Donations	-	1,140	1,800	1,800	-	-100%
110-000-00-3643	Recreation Donations	-	751	-	-	-	0%
110-000-00-3645	Special Event Donations	12,500	17,684	16,000	16,000	10,000	-38%
		14,146	20,254	17,800	17,800	10,000	-44%
<b><u>MISCELLANEOUS</u></b>							
110-000-00-3680	Miscellaneous	7,233	10,813	4,000	1,000	1,000	-75%
110-000-00-3681	Cash Over (Short)	3,014	3,544	-	-	-	0%
110-000-00-3682	Refunds	-	-	-	-	-	0%
		10,247	14,357	4,000	1,000	1,000	-75%
<b><u>TRANSFERS FROM OTHER FUNDS</u></b>							
110-000-00-3911	Tsfr from Sewer Fund	130,000	130,000	150,000	150,000	150,000	0%
110-000-00-3912	Tsfr from Trash Fund	40,000	40,000	55,000	50,000	50,000	-9%
110-000-00-3913	Tsfr from Devils Canyon	50,000	50,000	50,000	50,000	27,100	-46%
110-000-00-3915	Tsfr from Irrigation	9,000	9,000	10,000	10,000	10,000	0%
		229,000	229,000	265,000	260,000	237,100	-11%
<b><u>OTHER FINANCING SOURCES</u></b>							
110-000-00-3950	Sale of Equipment	170	1,338	-	1,400	-	0%
110-000-00-3960	Insurance payments	19,971	166,763	15,000	76,775	-	0%
		20,141	168,101	15,000	78,175	-	0%
<b>TOTAL REVENUES</b>		<b>7,148,035</b>	<b>7,173,497</b>	<b>6,748,325</b>	<b>7,234,300</b>	<b>7,015,500</b>	<b>4%</b>

# **General Government Department**

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# General Government Department

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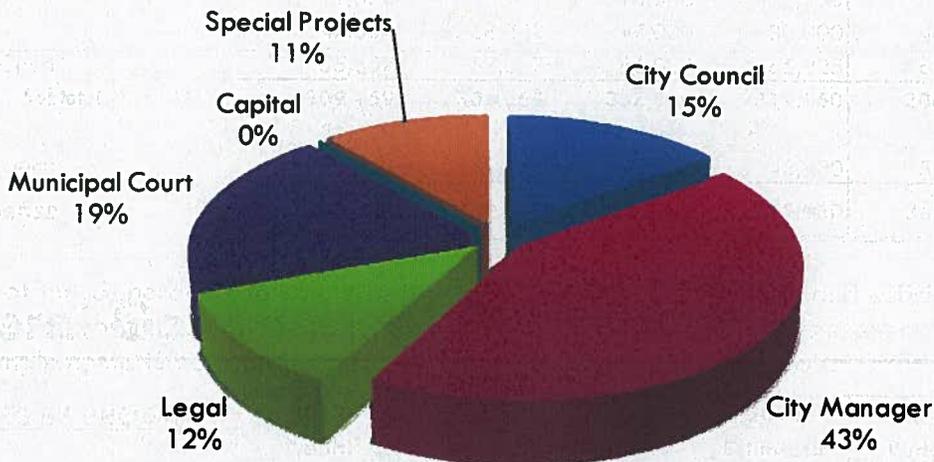
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# General Government Department

<b>EXPENSES BY PROGRAM</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
City Council	48,577	61,962	51,200	51,200	51,250	0%
City Manager	146,063	149,298	158,775	158,775	148,175	-7%
Elections	11,858	-	14,500	13,250	-	-100%
Legal	47,004	38,332	47,000	30,000	40,000	-15%
Municipal Court	55,657	58,077	66,025	65,925	67,150	2%
<b>Subtotal</b>	<b>309,159</b>	<b>307,669</b>	<b>337,500</b>	<b>319,150</b>	<b>306,575</b>	<b>-9%</b>
Capital	21,139	-	-	-	-	0%
Special Projects	53,249	51,973	43,800	43,800	39,000	-11%
<b>Total Expense</b>	<b>383,547</b>	<b>359,642</b>	<b>381,300</b>	<b>362,950</b>	<b>345,575</b>	<b>-9%</b>

The goal of the General Government Department is to provide effective and efficient governance and leadership for the City of Fruita. This is accomplished through establishment of long term goals and the implementation of policies and procedures to accomplish the goals.

## General Government Programs

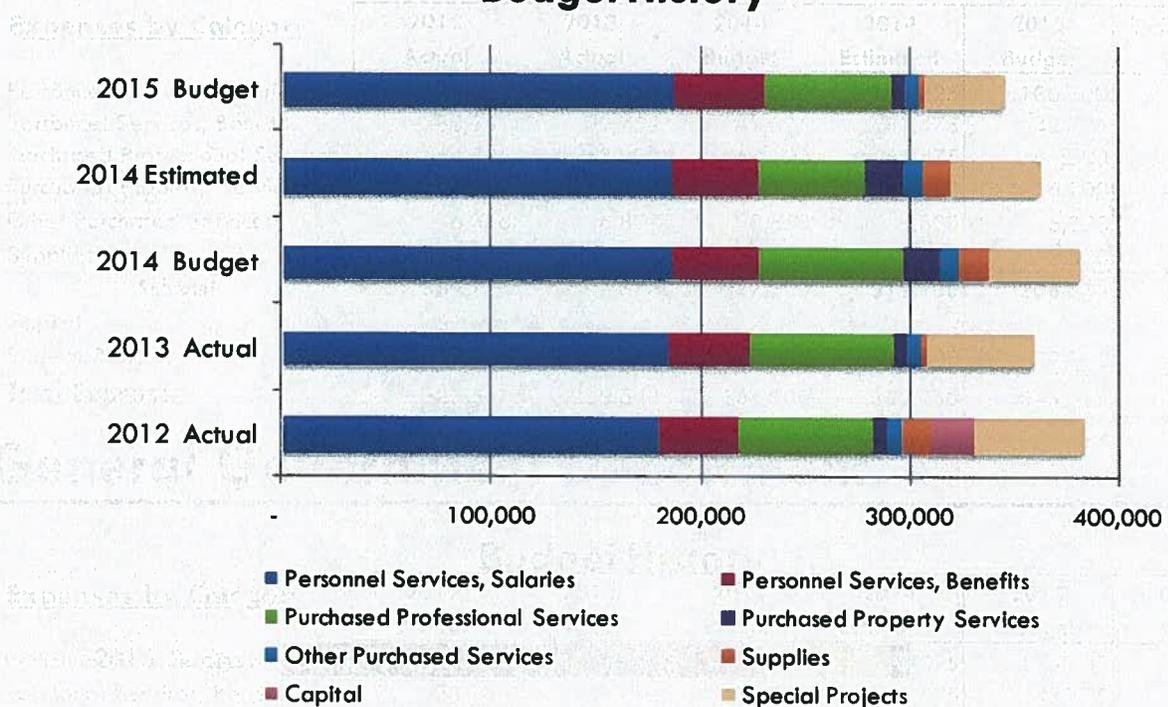


# General Government Department

## Expenses by Category

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	178,939	183,358	185,325	185,325	186,700	1%
Personnel Services, Benefits	38,341	39,752	41,575	41,475	42,775	3%
Purchased Professional Services	64,785	68,999	69,100	51,475	61,500	-11%
Purchased Property Services	6,717	5,845	18,100	18,100	6,100	-66%
Other Purchased Services	6,366	6,809	8,850	8,800	6,950	-21%
Supplies	14,011	2,907	14,550	13,975	2,550	-82%
<b>Subtotal</b>	<b>309,159</b>	<b>307,670</b>	<b>337,500</b>	<b>319,150</b>	<b>306,575</b>	<b>-9%</b>
Capital	21,139	-	-	-	-	0%
Special Projects	53,249	51,973	43,800	43,800	39,000	-11%
<b>Total Expense</b>	<b>383,547</b>	<b>359,643</b>	<b>381,300</b>	<b>362,950</b>	<b>345,575</b>	<b>-9%</b>

## Budget History



# General Government Department

## Personnel

FULL TIME	2012	2013	2014	2015
City Manager	1	1	1	1
<b>Subtotal</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
PART TIME				
Court Clerk	1	1	1	1
Bailiff	1	1	1	1
Elected Officials	7	7	7	7
<b>Subtotal</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
CONTRACT SERVICES				
Municipal Judge	1	1	1	1
Prosecuting Attorney	1	1	1	1
City Attorney	1	1	1	1
<b>Subtotal</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>

# General Government Department

## Expenses

Account Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>						
4111 Salaries, Administrative	104,960	108,077	103,700	103,700	104,050	0%
4120 Part Time	48,429	48,791	52,550	50,900	52,750	0%
4125 Contract Labor	25,550	26,490	29,075	30,725	29,900	3%
4130 Overtime	-	-	-	-	-	0%
	178,939	183,358	185,325	185,325	186,700	1%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>						
4210 Health Insurance	14,957	15,056	15,375	15,375	17,675	15%
4220 FICA Payroll Expense	9,830	10,136	11,225	11,225	10,775	-4%
4221 Medicare Payroll Expense	2,384	2,438	2,450	2,450	2,375	-3%
4230 Retirement Contribution	9,782	10,274	10,775	10,775	10,200	-5%
4250 Unemployment Insurance	388	398	425	425	400	-6%
4260 Workers Compensation Insurance	1,000	1,450	1,325	1,225	1,350	2%
	38,341	39,752	41,575	41,475	42,775	3%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>						
4310 Professional Development	17,474	16,869	19,000	19,000	20,500	8%
4330 Legal Fees	47,004	38,402	48,000	31,000	41,000	-15%
4337 Community survey	-	13,728	-	-	-	0%
4340 Election Assistance	307	-	2,100	1,475	-	-100%
	64,785	68,999	69,100	51,475	61,500	-11%
<b><u>PURCHASED PROPERTY SERVICES</u></b>						
4430 Service Contracts	3,117	2,217	2,500	2,500	2,500	0%
4437 Moving and Vehicle Allowance	3,600	3,628	15,600	15,600	3,600	-77%
	6,717	5,845	18,100	18,100	6,100	-66%
<b><u>OTHER PURCHASED SERVICES</u></b>						
4525 Volunteer Accident Medical Pla	563	476	700	700	700	0%
4530 Telephone	3,280	5,128	5,150	5,150	5,150	0%
4545 Jury Duty Fees	-	-	100	100	100	0%
4551 Publishing	2,523	1,205	2,900	2,850	1,000	-66%
	6,366	6,809	8,850	8,800	6,950	-21%
<b><u>SUPPLIES</u></b>						
4610 Office Supplies	3,274	2,907	3,550	3,550	2,550	-28%
4612 Supplies and Equipment	10,737	-	11,000	10,425	-	-100%
	14,011	2,907	14,550	13,975	2,550	-82%
<b><u>CAPITAL</u></b>						
4741 Land Acquisition	13,872	-	-	-	-	0%
4744 Computer Equipment	7,267	-	-	-	-	0%
	21,139	-	-	-	-	0%
<b><u>SPECIAL PROJECTS</u></b>						
4810 Boards and Commissions	-	2,720	2,000	2,000	-	0%
4820 Economic Development	16,296	13,300	2,700	2,700	-	-100%
4842 Miscellaneous Contributions	36,953	35,953	39,100	39,100	39,000	0%
	53,249	51,973	43,800	43,800	39,000	-11%
<b>TOTAL EXPENDITURES</b>	<b>383,547</b>	<b>359,643</b>	<b>381,300</b>	<b>362,950</b>	<b>345,575</b>	<b>-9%</b>

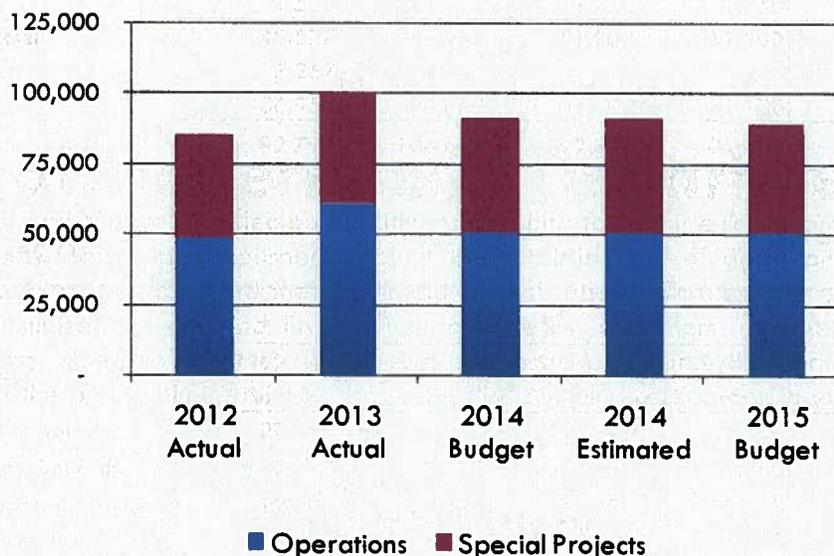
# General Government Department

## City Council

<b>EXPENDITURES</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	27,600	27,900	27,900	27,900	27,900	0%
Personnel Services, Benefits	2,411	2,710	2,750	2,750	2,800	2%
Purchased Professional Services	12,324	24,626	12,500	12,500	14,000	12%
Other Purchased Services	4,677	6,005	6,300	6,300	5,800	-8%
Supplies	1,565	721	1,750	1,750	750	-57%
<b>Subtotal</b>	<b>48,577</b>	<b>61,962</b>	<b>51,200</b>	<b>51,200</b>	<b>51,250</b>	<b>0%</b>
Capital Equipment	7,267	-	-	-	-	0%
Special Projects	36,953	38,673	41,100	41,100	39,000	-5%
<b>Total Expense</b>	<b>92,797</b>	<b>100,635</b>	<b>92,300</b>	<b>92,300</b>	<b>90,250</b>	<b>-2%</b>

The City Council and Mayor are elected by citizens of Fruita to provide representative government for the community. This is accomplished through the establishment of goals and policies for the provision of municipal services and the enactment of legislation to protect the public's safety and welfare. Communication with and involvement of citizens, customers, members of boards and commissions, staff, other governmental agencies, business owners and the media are a vital and integral part of the process in identifying and establishing the direction and goals of the City.

### Budget History



# General Government Department

## City Council

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### 2014 Accomplishments

- The City Council established goals shortly after the April election
- The City Council also interviewed and hired a new City Manager

### 2015 Budget Highlights

- Professional development includes the following items;
  - Council member professional development at \$500 per elected official ..... \$3,500
  - Board and Commission recognition ..... 2,000
  - Citizen participation events ..... 1,500
  - Annual membership dues for AGNC and CML ..... 7,000

\$14,000
- The City Council will continue to sponsor the annual ice cream social to obtain input and feedback from the community. The Council also hosts a Boards and Commissions Appreciation Dinner, other community appreciation events, and local official meetings.
- Contributions are made to a number of various entities. Included in the 2015 Budget are contributions to:
  - Riverfront Commission ..... \$1,800
  - Riverfront project coordinator ..... 2,400
  - Grand Junction Economic Partnership ..... 5,000
  - Fruita Area Chamber of Commerce ..... 23,000
  - Zoo Quest. .... 3,000
  - Kid's Voting ..... 1,000
  - Western Colorado Business Development Center ..... 2,800

\$38,000

### Goals and Objectives

- Represent the interest of the residents of Fruita in establishing local policy with development of the Annual Budget, Five Year Capital Improvement Program and other policy documents.
- Protect Fruitas' interests regionally and statewide. Continue involvement in county-wide organizations and issues, participate in meetings and periodic workshops with the County Commissioners and other governmental entities.
- Provide leadership in setting policies related to growth and increased demand for City services.
- Develop strategies to increase community involvement in the local government process.

# General Government Department

## City Council

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- Evaluate performance of the Municipal Judge, City Attorney and City Manager.
- Maintain positive community and employee relations. Continue with hosting ice cream socials and other events with the purpose of obtaining public input.
- Work to maintain and finance basic infrastructure, including capital projects and personnel needs
- Work to increase and improve the economic development activity within the City
- Continue to promote and require responsible growth
- Make efforts to cooperate with other local governments and work toward common goals
- Take steps to improve citizen participation and communication with the community.
- The following goals were established following the April election:
  - Maintain the Community's positive momentum
  - Keep the core functions of government strong
  - Economic development
  - Work with key community partners to ensure services are available in Fruita and community anchors are built
  - Trails development
  - Projects to include analysis of water resources, storm drainage and flooding issues and potential improvements to the community atmosphere

# General Government Department

## City Council

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-410-40-4120	City Council and Mayor Wages	27,600	27,900	27,900	27,900	27,900	0%
		27,600	27,900	27,900	27,900	27,900	0%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-410-40-4220	FICA Payroll Expense	1,711	1,730	1,750	1,750	1,750	0%
110-410-40-4221	Medicare Payroll Expense	400	405	425	425	425	0%
110-410-40-4260	Workers Compensation Insurance	300	575	575	575	625	9%
		2,411	2,710	2,750	2,750	2,800	2%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-410-40-4310	Professional Development	12,324	10,898	12,500	12,500	14,000	12%
110-410-40-4337	Community survey	-	13,728	-	-	-	0%
		12,324	24,626	12,500	12,500	14,000	12%
<b>OTHER PURCHASED SERVICES</b>							
110-410-40-4530	Telephone	2,968	4,801	4,800	4,800	4,800	0%
110-410-40-4551	Publishing	1,709	1,204	1,500	1,500	1,000	-33%
		4,677	6,005	6,300	6,300	5,800	-8%
<b>SUPPLIES</b>							
110-410-40-4610	Office Supplies	1,565	721	1,750	1,750	750	-57%
		1,565	721	1,750	1,750	750	-57%
<b>CAPITAL EQUIPMENT</b>							
110-410-40-4743	Furniture and Equipment	-	-	-	-	-	0%
110-410-40-4744	Computer Equipment	7,267	-	-	-	-	0%
		7,267	-	-	-	-	0%
<b>SPECIAL PROJECTS</b>							
110-410-40-4810	Boards and Commissions	-	2,720	2,000	2,000	-	-100%
110-410-40-4842	Miscellaneous Contributions	36,953	35,953	39,100	39,100	39,000	0%
		36,953	38,673	41,100	41,100	39,000	-5%
<b>TOTAL EXPENSES</b>		<b>92,797</b>	<b>100,635</b>	<b>92,300</b>	<b>92,300</b>	<b>90,250</b>	<b>-2%</b>

# General Government Department

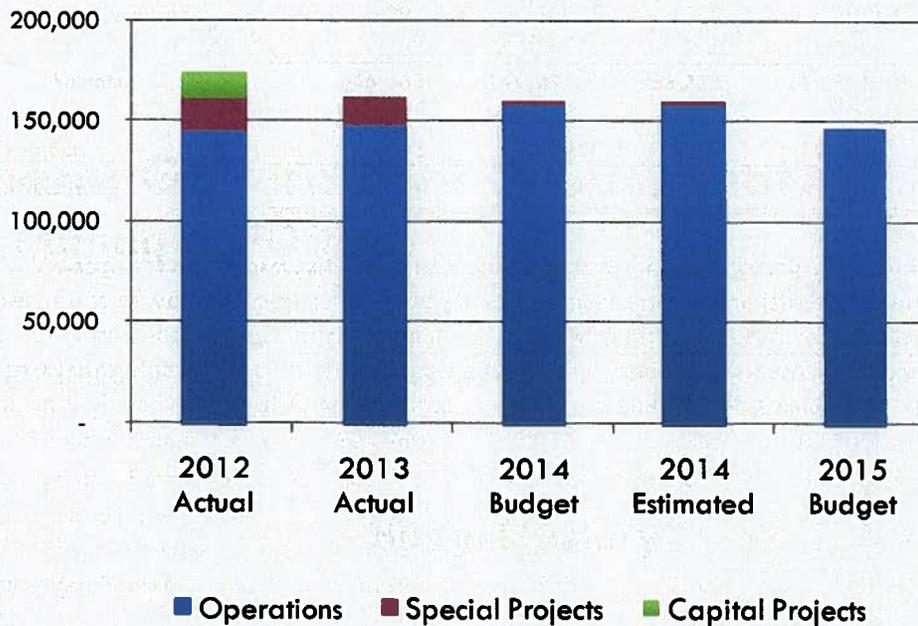
## City Manager's Office

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	104,960	108,077	103,700	103,700	104,050	0%
Personnel Services, Benefits	33,015	33,769	35,375	35,375	36,425	3%
Purchased Professional Services	3,077	3,517	3,500	3,500	3,500	0%
Purchased Property Services	4,633	3,628	15,600	15,600	3,600	-77%
Other Purchased Services	291	307	300	300	300	0%
Supplies	87	-	300	300	300	0%
<b>Subtotal</b>	<b>146,063</b>	<b>149,298</b>	<b>158,775</b>	<b>158,775</b>	<b>148,175</b>	<b>-7%</b>
Capital Projects	13,872	-	-	-	-	0%
Special Projects	16,296	13,300	2,700	2,700	-	-100%
<b>Total Expense</b>	<b>176,231</b>	<b>162,598</b>	<b>161,475</b>	<b>161,475</b>	<b>148,175</b>	<b>-8%</b>

The City Manager is charged with providing organizational leadership and overseeing the day to day operations of various departments of the City including Administration, Public Safety, Public Works, Parks and Recreation and Community Development. It is the responsibility of the City Manager to implement the desire goals, objectives and policies of the City Council and to ensure the efficient and effective use of City resources.

### Budget History



# **General Government Department**

## **City Manager's Office**

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### **2015 Budget Highlights**

- There are no significant changes in the 2015 Budget. The moving allowance for the new City Manager was eliminated in the 2015 Budget.

### **Goals and Objectives**

- Work closely with the City Council to implement desired community goals and policies.
- Work to maintain and continually improve upon lines of communications with the City Council, City Staff, and the entire Fruita community.
- Set clear goals and expectations for the City Staff and delineate specific lines of responsibility for accomplishing goals and objectives.
- Ensure that City services are provided in the most efficient and effective manner possible.
- Work with the Chamber of Commerce and other community based organizations to take advantage of existing economic development opportunities and to embrace and discover new opportunities.

# General Government Department

## City Manager's Office

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-410-41-4111	Salaries, Administrative	104,960	108,077	103,700	103,700	104,050	0%
		104,960	108,077	103,700	103,700	104,050	0%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-410-41-4210	Health Insurance	14,957	15,056	15,375	15,375	17,675	15%
110-410-41-4220	FICA Payroll Expense	6,828	7,111	7,950	7,950	7,475	-6%
110-410-41-4221	Medicare Payroll Expense	1,682	1,731	1,675	1,675	1,575	-6%
110-410-41-4230	Retirement Contribution	8,922	9,186	9,775	9,775	9,150	-6%
110-410-41-4250	Unemployment Insurance	326	335	350	350	325	-7%
110-410-41-4260	Workers Compensation Ins	300	350	250	250	225	-10%
		33,015	33,769	35,375	35,375	36,425	3%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-410-41-4310	Professional Development	3,077	3,517	3,500	3,500	3,500	0%
		3,077	3,517	3,500	3,500	3,500	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-410-41-4430	Service Contracts	1,033	-	-	-	-	0%
110-410-41-4437	Vehicle Allowance	3,600	3,628	15,600	15,600	3,600	-77%
		4,633	3,628	15,600	15,600	3,600	-77%
<b>OTHER PURCHASED SERVICES</b>							
110-410-41-4530	Telephone	291	307	300	300	300	0%
		291	307	300	300	300	0%
<b>SUPPLIES</b>							
110-410-41-4610	Office Supplies	87	-	300	300	300	0%
		87	-	300	300	300	0%
<b>CAPITAL PROJECTS</b>							
110-410-41-4741	Land Acquisition	13,872	-	-	-	-	0%
		13,872	-	-	-	-	
<b>SPECIAL PROJECTS</b>							
110-410-41-4820	Economic Development	16,296	13,300	2,700	2,700	-	-100%
		16,296	13,300	2,700	2,700	-	-100%
<b>TOTAL EXPENDITURES</b>		<b>176,231</b>	<b>162,598</b>	<b>161,475</b>	<b>161,475</b>	<b>148,175</b>	<b>-8%</b>

# General Government Department

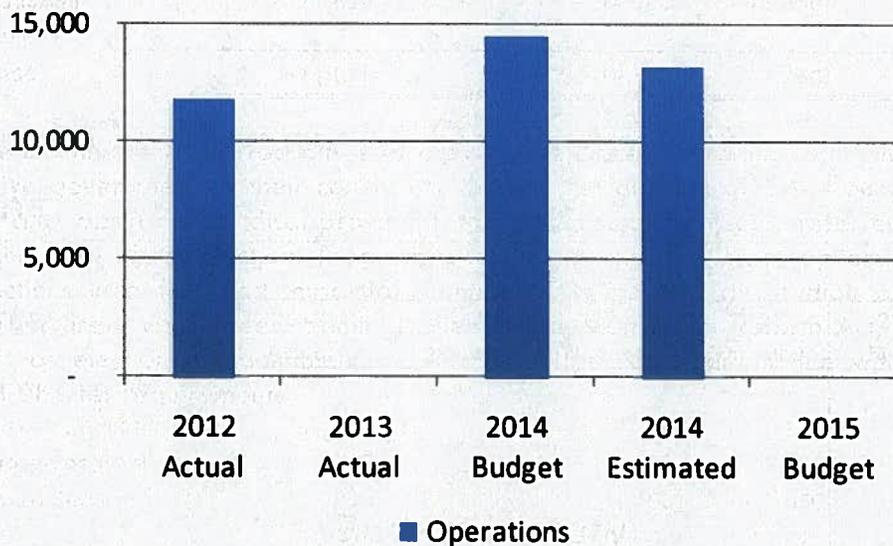
## Elections

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	-	-	-	-	-	0%
Personnel Services, Benefits	-	-	-	-	-	0%
Purchased Professional Services	307	-	2,100	1,475	-	-100%
Other Purchased Services	814	-	1,400	1,350	-	-100%
Supplies	10,737	-	11,000	10,425	-	-100%
<b>Subtotal</b>	<b>11,858</b>	<b>-</b>	<b>14,500</b>	<b>13,250</b>	<b>-</b>	<b>-100%</b>
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>11,858</b>	<b>-</b>	<b>14,500</b>	<b>13,250</b>	<b>-</b>	<b>-100%</b>

The purpose of the Elections Program is to provide the citizens of Fruita with an opportunity for representative government of their community through the election of City Council members and the Mayor, and approval or disapproval of tax and spending issues, referred measures and initiatives. The goal of the Elections Program is to provide information on upcoming elections and conduct elections in a fair and impartial manner. This includes distribution of information to candidates and issue committees, administration of the Campaign Reform Act, preparation for and conduct of elections, appointment of election judges and compliance with all applicable statutes and Charter requirements.

### Budget History



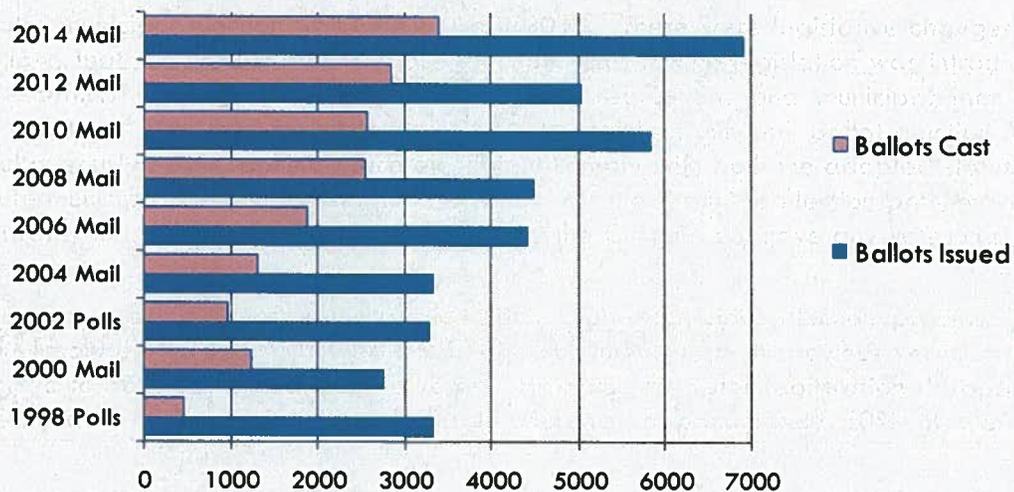
# General Government Department Elections

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## 2014 Accomplishments

- The regular municipal election was held in April 2014. There were legislative changes to the election laws that required a polling place election. Last minute legislation was introduced to address conflicts with the state election laws and regulations and municipal mail ballot election practices. The City was successfully able to maintain our mail ballot election process and simultaneously hold a polling place election to comply with both the adopted statutes and last minute municipal election legislative fix. A note of interest in the election process was that citizens prefer the mail ballot election process and the City did not have any votes cast at the polling place.
- The following is a history of voter participation in the municipal election process. Due to legislative changes, the number of ballots issued was higher than in previous years as ballots were mailed to both active and inactive voters. However, the voter registration database was more up to date than previous lists. Voter turnout was approximately 50% of the ballots mailed.

### **Ballots cast vs Registered Voters**



## 2015 Highlights

- No elections are scheduled for 2015.

# General Government Department Elections

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## Goals and Objectives

- Conduct all elections in a fair and impartial manner..
- Encourage voter participation in all municipal elections.
- Ensure that the public is adequately informed on municipal election issues.

## General Government Department Elections

### Goals and Objectives

- Conduct all elections in a fair and impartial manner..
- Encourage voter participation in all municipal elections.
- Ensure that the public is adequately informed on municipal election issues.

# General Government Department

## Elections

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-410-42-4120	Part Time	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-410-42-4220	FICA Payroll Expense	-	-	-	-	-	0%
110-410-42-4221	Medicare Payroll Expense	-	-	-	-	-	0%
110-410-42-4230	Retirement Contribution	-	-	-	-	-	0%
110-410-42-4250	Unemployment Insurance	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-410-42-4330	Legal Fees	-	-	-	-	-	0%
110-410-42-4340	Election Assistance	307	-	2,100	1,475	-	-100%
		307	-	2,100	1,475	-	-100%
<b>OTHER PURCHASED SERVICES</b>							
110-410-42-4551	Publishing	814	-	1,400	1,350	-	-100%
		814	-	1,400	1,350	-	-100%
<b>SUPPLIES</b>							
110-410-42-4612	Supplies and Equipment	10,737	-	11,000	10,425	-	-100%
		10,737	-	11,000	10,425	-	-100%
<b>TOTAL EXPENDITURES</b>		<b>11,858</b>	<b>-</b>	<b>14,500</b>	<b>13,250</b>	<b>-</b>	<b>-100%</b>

# General Government Department

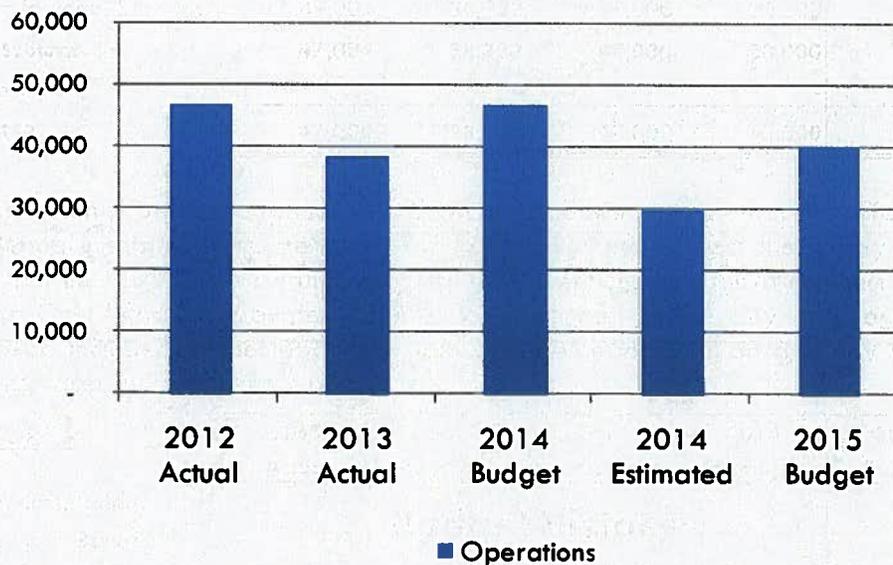
## Legal

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	-	-	-	-	-	0%
Personnel Services, Benefits	-	-	-	-	-	0%
Purchased Professional Services	47,004	38,332	47,000	30,000	40,000	-15%
<b>Subtotal</b>	<b>47,004</b>	<b>38,332</b>	<b>47,000</b>	<b>30,000</b>	<b>40,000</b>	<b>-15%</b>
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>47,004</b>	<b>38,332</b>	<b>47,000</b>	<b>30,000</b>	<b>40,000</b>	<b>-15%</b>

The Legal program provides legal counsel, advice and documents on matters affecting the City to prevent potential problems, reduce exposure to liability and protect the safety and welfare of the general public. The City of Fruita receives legal services through a contract with Sands Law Offices. The City Attorney provides general legal counsel to the City and review of planning documents. Also included in the legal program are the services of an attorney for assistance in prosecution of cases in Fruita Municipal Court.

### Budget History



# General Government Department

## Legal

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### 2015 Budget Highlights

- The 2015 Budget anticipates a continued reduction in legal services. If planning activity increases, legal services will also need to increase.

### Goals and Objectives

- Provide comprehensive legal support and advice to the City Council and staff
- Draft and review ordinances and agreements as needed
- Recommend modifications to the Municipal Code as deemed necessary
- Represent the Fruita Police Department on cases presented before the Fruita Municipal Court

# General Government Department

## Legal

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-410-43-4111	Salaries, Administrative	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-410-43-4210	Health Insurance	-	-	-	-	-	0%
110-410-43-4220	FICA Payroll Expense	-	-	-	-	-	0%
110-410-43-4221	Medicare Payroll Expense	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-410-43-4330	Legal Fees	47,004	38,332	47,000	30,000	40,000	-15%
		47,004	38,332	47,000	30,000	40,000	-15%
<b>TOTAL EXPENDITURES</b>		<b>47,004</b>	<b>38,332</b>	<b>47,000</b>	<b>30,000</b>	<b>40,000</b>	<b>-15%</b>

# General Government Department

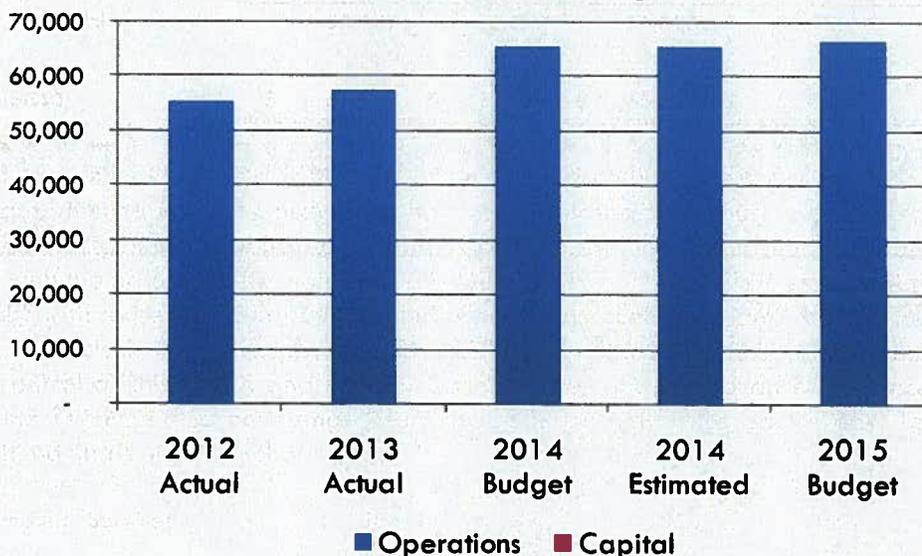
## Municipal Court

### EXPENSES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	\$ 46,379	\$ 47,381	\$ 53,725	\$ 53,725	\$ 54,750	2%
Personnel Services, Benefits	2,915	3,273	3,450	3,350	3,550	3%
Purchased Professional Services	2,073	2,524	4,000	4,000	4,000	0%
Purchased Property Services	2,084	2,217	2,500	2,500	2,500	0%
Other Purchased "Services	584	496	850	850	850	0%
Supplies	1,622	2,186	1,500	1,500	1,500	0%
<b>Subtotal</b>	<b>55,657</b>	<b>58,077</b>	<b>66,025</b>	<b>65,925</b>	<b>67,150</b>	<b>2%</b>
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 55,657</b>	<b>\$ 58,077</b>	<b>\$ 66,025</b>	<b>\$ 65,925</b>	<b>\$ 67,150</b>	<b>2%</b>

The Fruita Municipal Court is a trial court of limited jurisdiction. The court acts as an impartial fact finder in determining if a City ordinance has been violated. The court provides fair and impartial hearings and judgments on alleged violations of City ordinance and imposes sanctions which are consistent with the nature of the violation. The Municipal Court is staffed by a part time judge who is an attorney with experience in both criminal and civil proceedings and the conduct of hearings; a part-time court clerk who is responsible for the day to day operations of the court; a bailiff who assists in control of the Court, and a Teen Court Judge, who is also an experienced attorney and oversees the Teen Court proceedings. Municipal Court is held once each week. Teen Court is held twice each month during the school year.

### Budget History



# **General Government Department**

## **Municipal Court**

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### **2014 Accomplishments**

- The primary service of the court is customer service. The Court Clerk has strived to maintain high standards of customer service, ensuring timely, courteous effective and consistent assistance to all who are served by the court.
- Through training provided by Tyler Technologies, the Court has learned to utilize our court software (Incode) more efficiently. This software has allowed the court to better track and monitor court files and reports. However, the "Incode" software is not currently interfaced with the New World software currently used by the Police Department, therefore requiring a duplication of all computer information input.
- Teen Court Program continues to thrive with a record number of kids seeking the opportunity to participate in the program.

### **2015 Budget Highlights**

- There are no significant changes in the 2015 Budget.
- Court security is an area under constant review by court staff. It is the goal of the court to be provided with the necessary funding and resources to address the Municipal Court's greatest weakness – the lack of adequate courtroom security and work space.

### **Goals and Objectives**

- Increase the security and efficiency of the courtroom facility by securing the funding and resources necessary to do so.
- The Municipal Court Judge and Court Clerk will continue to actively participate in City, State and National organizations to promote continuous court knowledge and excellence.
- To continue to provide an impartial hearing to the citizens of Fruita in all court proceedings.
- To provide funding and resources for new court clerk to attend training for the court software to maintain the efficiency and effectiveness of the software.
- To continue an exceptional Teen Court program offering the youth of Fruita the opportunity to learn the judicial system and to be held accountable for their mistake through a jury of their peers.
- To recommend modifications to the Municipal Code as deemed necessary.

# General Government Department

## Municipal Court

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-410-44-4120	Part Time	20,829	20,891	24,650	23,000	24,850	1%
110-410-44-4125	Contract Labor	25,550	26,490	29,075	30,725	29,900	3%
110-410-44-4130	Overtime	-	-	-	-	-	0%
		46,379	47,381	53,725	53,725	54,750	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-410-44-4210	Health Insurance	-	-	-	-	-	0%
110-410-44-4220	FICA Payroll Expense	1,291	1,295	1,525	1,525	1,550	2%
110-410-44-4221	Medicare Payroll Expense	302	303	350	350	375	7%
110-410-44-4230	Retirement Contribution	860	1,087	1,000	1,000	1,050	5%
110-410-44-4250	Unemployment Insurance	62	63	75	75	75	0%
110-410-44-4260	Workers Compensation Insurance	400	525	500	400	500	0%
		2,915	3,273	3,450	3,350	3,550	3%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-410-44-4310	Professional Development	2,073	2,454	3,000	3,000	3,000	0%
110-410-44-4330	Legal Fees	-	70	1,000	1,000	1,000	0%
		2,073	2,524	4,000	4,000	4,000	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-410-44-4430	Service Contracts	2,084	2,217	2,500	2,500	2,500	0%
		2,084	2,217	2,500	2,500	2,500	0%
<b>OTHER PURCHASED SERVICES</b>							
110-410-44-4525	Volunteer Accident Medical Pla	563	476	700	700	700	0%
110-410-44-4530	Telephone	21	20	50	50	50	0%
110-410-44-4545	Jury Duty Fees	-	-	100	100	100	0%
		584	496	850	850	850	0%
<b>SUPPLIES</b>							
110-410-44-4610	Office Supplies	1,622	2,186	1,500	1,500	1,500	0%
		1,622	2,186	1,500	1,500	1,500	0%
<b>CAPITAL</b>							
110-410-44-4743	Furniture and Equipment	-	-	-	-	-	0%
110-410-44-4744	Computer Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>		<b>55,657</b>	<b>58,077</b>	<b>66,025</b>	<b>65,925</b>	<b>67,150</b>	<b>2%</b>

# **General Government Department**

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# Administration Department

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Administration Department

Administration Department

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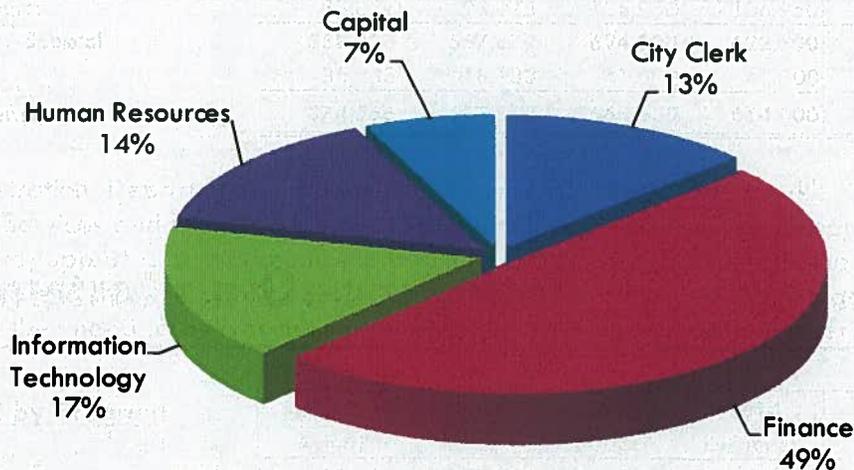
# Administration Department

## Expenses by Program

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
City Clerk	79,108	79,026	87,575	86,100	90,125	3%
Finance	296,088	303,207	329,900	329,875	340,675	3%
Information Technology	79,900	92,371	99,575	99,575	115,625	16%
Human Resources	83,837	93,075	106,950	106,950	100,825	-6%
<b>Subtotal</b>	<b>538,933</b>	<b>567,679</b>	<b>624,000</b>	<b>622,500</b>	<b>647,250</b>	<b>4%</b>
Capital	35,633	118,133	41,500	41,500	46,700	13%
<b>Total Expense</b>	<b>574,566</b>	<b>685,812</b>	<b>665,500</b>	<b>664,000</b>	<b>693,950</b>	<b>4%</b>

The Administration Department includes the Finance Division, City Clerk's Office, Information Technology Services and Human Resources Program. The purpose of the department is to provide administrative support and services to the public and other departments of the City in an efficient manner to the end that the public and departments of the City have the management information and support they need to deliver their services in the most appropriate manner.

## Administration Department

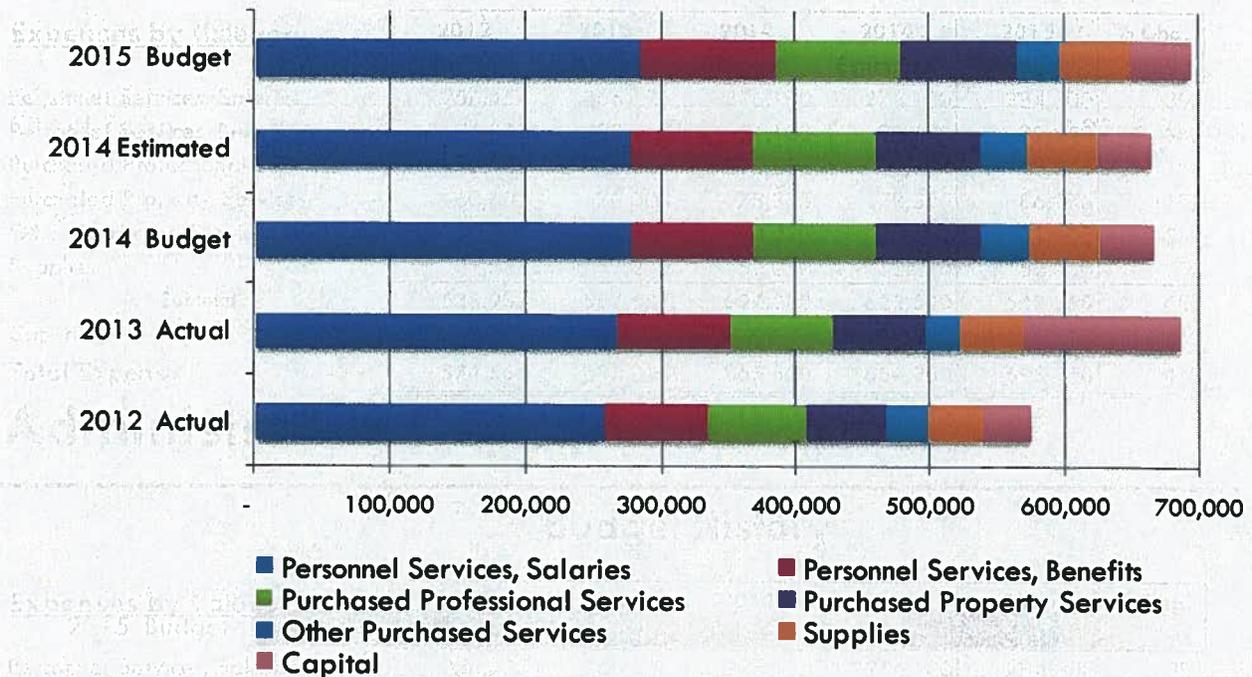


# Administration Department

## Expenses by Category

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	256,454	266,126	276,100	276,100	284,300	3%
Personnel Services, Benefits	76,823	83,464	91,100	91,100	99,250	9%
Purchased Professional Services	72,926	76,234	92,200	91,950	93,075	1%
Purchased Property Services	60,601	70,004	78,325	78,325	86,975	11%
Other Purchased Services	30,301	24,578	34,225	32,975	31,600	-8%
Supplies	41,828	47,275	52,050	52,050	52,050	0%
<b>Subtotal</b>	<b>538,933</b>	<b>567,681</b>	<b>624,000</b>	<b>622,500</b>	<b>647,250</b>	<b>4%</b>
Capital	35,633	118,133	41,500	41,500	46,700	13%
<b>Total Expense</b>	<b>574,566</b>	<b>685,814</b>	<b>665,500</b>	<b>664,000</b>	<b>693,950</b>	<b>4%</b>

## Budget History



# Administration Department

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## Personnel

The 2015 Budget includes the reclassification of the Deputy City Clerk to an Administrative Technician.

FULL TIME	2012	2013	2014	2015
Human Resources Manager	1	1	1	1
City Clerk/Finance Director	1	1	1	1
Administrative Technician	2	2	2	3
Deputy City Clerk	1	1	1	0
<b>SUBTOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
PART TIME				
Administrative Clerk	1	1	1	1
<b>SUBTOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

# Administration Department

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
4111	Salaries, Administrative	238,452	246,282	254,400	254,400	262,350	3%
4120	Salaries, Part time	17,712	18,893	19,550	19,550	20,025	2%
4130	Overtime	290	951	2,150	2,150	1,925	-10%
		256,454	266,126	276,100	276,100	284,300	3%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
4210	Health Insurance	42,692	48,179	53,675	53,675	60,850	13%
4220	FICA Payroll Expense	15,528	16,032	17,100	17,100	17,600	3%
4221	Medicare Payroll Expense	3,632	3,749	4,000	4,000	4,150	4%
4230	Retirement Contribution	11,528	12,083	12,450	12,450	12,775	3%
4250	Unemployment Insurance	770	798	875	875	875	0%
4260	Workers Compensation Insurance	600	550	600	600	600	0%
4290	Employee Assistance Programs	2,073	2,073	2,400	2,400	2,400	0%
		76,823	83,464	91,100	91,100	99,250	9%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
4310	Professional Development	3,056	1,630	2,900	2,650	2,400	-17%
4311	Appreciation Programs	7,834	8,354	8,000	8,000	8,500	6%
4312	Flex Benefit Administration Fe	1,782	2,178	3,075	3,075	3,175	3%
4315	Audit Fees	30,600	31,281	32,225	32,225	33,000	2%
4316	Bank Charges	17,419	14,247	18,000	18,000	17,500	-3%
4317	Lock Off Fees	5,505	4,579	8,000	8,000	6,500	-19%
4330	Legal Services	-	-	-	-	-	0%
4338	Website Development	-	-	-	-	14,000	N/A
4345	Recruitment	6,730	13,965	20,000	20,000	8,000	-60%
		72,926	76,234	92,200	91,950	93,075	1%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
4430	Service Contracts	60,601	70,004	78,325	78,325	86,975	11%
		60,601	70,004	78,325	78,325	86,975	11%
<b><u>OTHER PURCHASED SERVICES</u></b>							
4530	Telephone and Internet	13,542	9,687	15,350	15,350	13,250	-14%
4550	Printing	3,538	2,375	4,275	4,000	4,250	-1%
4552	City Link Newsletter	13,221	12,516	14,500	13,525	14,000	-3%
4592	Recording Fees	-	-	100	100	100	0%
		30,301	24,578	34,225	32,975	31,600	-8%
<b><u>SUPPLIES</u></b>							
4610	Office Supplies	6,141	5,631	6,700	6,700	6,700	0%
4611	Postage	18,825	17,988	20,250	20,250	20,250	0%
4612	Supplies and Equipment	16,832	23,556	25,000	25,000	25,000	0%
4612	Fuel	30	100	100	100	100	0%
		41,828	47,275	52,050	52,050	52,050	0%
<b><u>CAPITAL</u></b>							
4743	Furniture and Equipment	-	-	-	-	-	0%
4744	Computer Equipment	35,633	118,133	41,500	41,500	46,700	13%
		35,633	118,133	41,500	41,500	46,700	13%
<b>TOTAL EXPENDITURES</b>		<b>574,566</b>	<b>685,814</b>	<b>665,500</b>	<b>664,000</b>	<b>693,950</b>	<b>4%</b>

# Administration Department

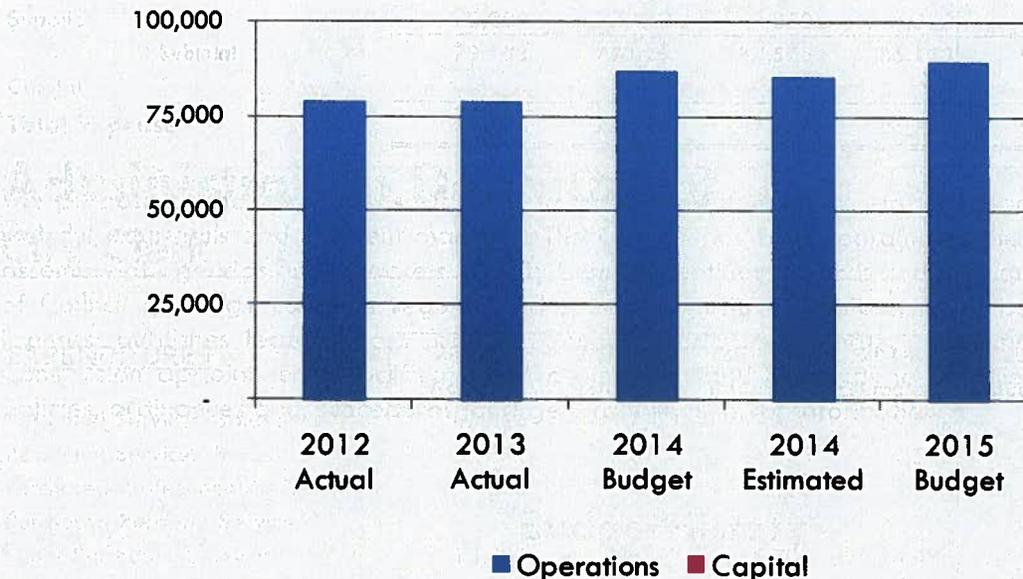
## City Clerk

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	48,884	49,777	51,750	51,750	54,550	5%
Personnel Services, Benefits	12,677	12,813	14,525	14,525	15,275	5%
Purchased Professional Services	640	400	1,000	750	750	-25%
Purchased Property Services	21	34	250	250	250	0%
Other Purchased Services	13,497	12,542	15,700	14,475	14,950	-5%
Supplies	3,389	3,460	4,350	4,350	4,350	0%
<b>Subtotal</b>	<b>79,108</b>	<b>79,026</b>	<b>87,575</b>	<b>86,100</b>	<b>90,125</b>	<b>3%</b>
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>79,108</b>	<b>79,026</b>	<b>87,575</b>	<b>86,100</b>	<b>90,125</b>	<b>3%</b>

The purpose of the City Clerk's Office is to assist the City Council, staff and general public in a helpful, courteous and efficient manner. The City Clerk's staff coordinates the preparation and assembly of agendas and packets for City Council meetings; records and prepares official minutes of Council meetings, conducts regular and special municipal elections, issues business and liquor licenses, publishes legal notices for City Council actions, coordinates processing of Board and Commission appointments, codification of ordinances, and responds to inquiries concerning City policies, ordinances and procedures, and general requests for information.

### Budget History



# Administration Department

## City Clerk

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### **2014 Accomplishments**

- Prepared draft agendas, minutes and packets for City Council meetings and workshops and ensured that City Council meeting agendas and minutes were updated on the website on a regular basis
- Recorded, filed, circulated and processed official documents including ordinances, resolutions, agreements and contracts
- Prepared and submitted legal notices for publication of public hearings for ordinances being considered for adoption, adopted ordinances, supplemental budget appropriations, and vested rights notices on approved subdivisions
- Maintained current listing of Board and Commission members and advertised and scheduled interviews for vacancies
- Published the City Link newsletter on a quarterly basis
- Processed liquor and business license applications
- Made improvements to the archived records storage area for better organization and access to historical records of the City
- Conducted the regular municipal election by mail ballot
- Maintained and updated the public record retention schedules
- Updated the City's website with official documents, agenda, packets, and other information on a timely basis
- Continued in-house codification of the Fruita Municipal Code

### **2015 Budget Highlights**

- There are no significant changes to the 2015 Budget

### **Goals and Objectives**

- Continue to improve and streamline processes and procedures for City Clerk functions

# Administration Department

## City Clerk

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-415-11-4111	Salaries, Administrative	41,471	42,039	43,175	43,175	45,775	6%
110-415-11-4120	Salaries, Part time	7,302	7,689	7,825	7,825	7,975	2%
110-415-11-4130	Overtime	111	49	750	750	800	7%
		48,884	49,777	51,750	51,750	54,550	5%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-415-11-4210	Health Insurance	6,465	6,544	7,900	7,900	8,300	5%
110-415-11-4220	FICA Payroll Expense	3,015	3,064	3,225	3,225	3,400	5%
110-415-11-4221	Medicare Payroll Expense	705	717	750	750	800	7%
110-415-11-4230	Retirement Contribution	2,195	2,238	2,350	2,350	2,475	5%
110-415-11-4250	Unemployment Insurance	147	150	175	175	175	0%
110-415-11-4260	Workers Compensation Insurance	150	100	125	125	125	0%
		12,677	12,813	14,525	14,525	15,275	5%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-415-11-4310	Professional Development	640	400	1,000	750	750	-25%
		640	400	1,000	750	750	-25%
<b>PURCHASED PROPERTY SERVICES</b>							
110-415-11-4430	Service Contracts	21	34	250	250	250	0%
		21	34	250	250	250	0%
<b>OTHER PURCHASED SERVICES</b>							
110-415-11-4530	Telephone	28	26	100	100	100	0%
110-415-11-4550	Printing	248	-	1,000	750	750	-25%
110-415-11-4552	City Link Newsletter	13,221	12,516	14,500	13,525	14,000	-3%
110-415-11-4592	Recording Fees	-	-	100	100	100	0%
		13,497	12,542	15,700	14,475	14,950	-5%
<b>SUPPLIES</b>							
110-415-11-4610	Office Supplies	2,011	2,010	2,500	2,500	2,500	0%
110-415-11-4611	Postage	1,348	1,450	1,750	1,750	1,750	0%
110-415-11-4626	Gas and Oil	30	-	100	100	100	0%
		3,389	3,460	4,350	4,350	4,350	0%
<b>CAPITAL</b>							
110-415-11-4743	Furniture and Equipment	-	-	-	-	-	0%
110-415-11-4744	Computer Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>		<b>79,108</b>	<b>79,026</b>	<b>87,575</b>	<b>86,100</b>	<b>90,125</b>	<b>3%</b>

# Administration Department

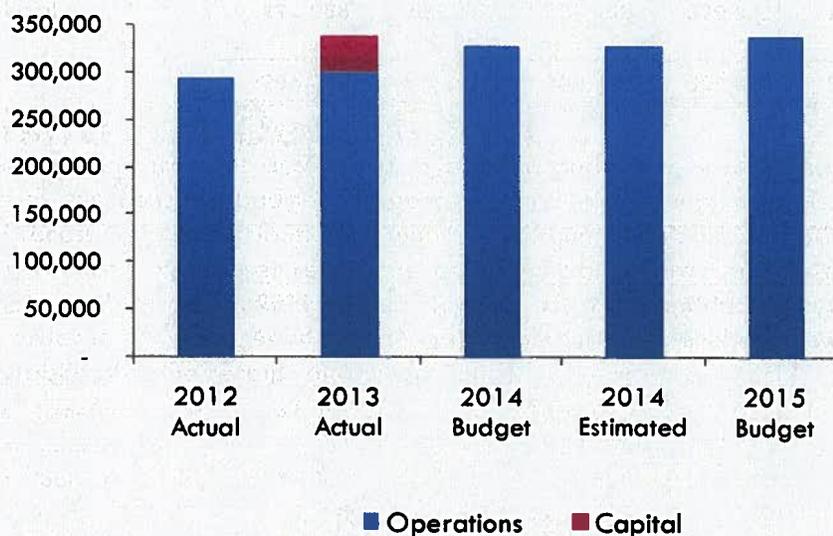
## Finance

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	158,689	165,905	169,525	169,525	173,825	3%
Personnel Services, Benefits	47,455	53,751	57,075	57,075	60,300	6%
Purchased Professional Services	54,734	50,766	59,475	59,475	58,000	-2%
Purchased Property Services	11,000	10,797	18,500	18,500	23,000	24%
Other Purchased Services	3,295	2,375	3,325	3,300	3,550	7%
Supplies	20,915	19,613	22,000	22,000	22,000	0%
<b>Subtotal</b>	<b>296,088</b>	<b>303,207</b>	<b>329,900</b>	<b>329,875</b>	<b>340,675</b>	<b>3%</b>
Capital	-	38,293	-	-	-	0%
<b>Total Expense</b>	<b>296,088</b>	<b>341,500</b>	<b>329,900</b>	<b>329,875</b>	<b>340,675</b>	<b>3%</b>

The Finance Department provides accounting, budgeting and other financial services for the City. This includes such functions as budget preparation and monitoring, debt administration, cash management, processing and distribution of funds for accounts payable and payroll, utility billing, receipt of all revenues, fixed asset recording, and financial record keeping and reporting. The mission of the Finance Program is to provide timely, accurate, relevant and accessible financial data and services in order to provide a solid foundation for management and decision making as well as provide accountability for the receipt and use of funds.

### Budget History



# Administration Department

## Finance

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### 2014 Accomplishments

- Prepared Financial Statements and received a clean audit report from the City's Auditing firm which means that they feel the financial statements fairly represent the financial position of the City at December 31, 2013.
- Coordinated gathering of information for preparation of the 2015 Budget and prepared Budget Document.
- Ongoing processing of accounts payable, payroll, utility billing, collections and cash receipts, reconciliation of bank accounts, invoicing and collection of miscellaneous receivables including special assessments, and fixed asset recording.
- Ensured compliance with grants from various agencies and filed financial reports and payment requests as appropriate.
- Financial administration of bonds and loans issued for the Community Recreation Center and Waste Water Treatment Facility.
- Worked with Family Health West and the Internal Revenue Service on potential financial of tax exempt bonds

### 2015 Budget Highlights

- Service contracts include a 15% increase for software maintenance and fees for online payments of utility bills
- Research possibility of early refinancing of taxable bonds for the Fruita Community Center based on reduction in federal interest subsidy

### Goals and Objectives

- Provide accurate and timely review, analysis and reporting of the City's financial condition and budget comparisons to facilitate the decision making process and ensure the fiscal stability of the City.
- Continue to monitor revenue sources and trends in order to react quickly and appropriately given the instability of current economic conditions.
- Process payments to employees and vendors and billing to customers in a timely and accurate manner. Maximize earnings on investments while insuring safety of investments.

# Administration Department

## Finance

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-415-12-4111	Salaries, Administrative	148,100	153,800	156,400	156,400	160,650	3%
110-415-12-4120	Salaries, Part time	10,410	11,204	11,725	11,725	12,050	3%
110-415-12-4130	Overtime	179	901	1,400	1,400	1,125	-20%
		158,689	165,905	169,525	169,525	173,825	3%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
110-415-12-4210	Health Insurance	27,697	33,180	35,650	35,650	38,400	8%
110-415-12-4220	FICA Payroll Expense	9,603	9,967	10,475	10,475	10,725	2%
110-415-12-4221	Medicare Payroll Expense	2,246	2,331	2,450	2,450	2,525	3%
110-415-12-4230	Retirement Contribution	7,133	7,425	7,625	7,625	7,775	2%
110-415-12-4250	Unemployment Insurance	476	498	525	525	525	0%
110-415-12-4260	Workers Comp Insurance	300	350	350	350	350	0%
		47,455	53,751	57,075	57,075	60,300	6%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-415-12-4310	Professional Development	1,210	659	1,250	1,250	1,000	-20%
110-415-12-4315	Audit Fees	30,600	31,281	32,225	32,225	33,000	2%
110-415-12-4316	Bank & Credit Card Fees	17,419	14,247	18,000	18,000	17,500	-3%
110-415-12-4317	Lock Off Fees	5,505	4,579	8,000	8,000	6,500	-19%
		54,734	50,766	59,475	59,475	58,000	-2%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
110-415-12-4430	Service Contracts	11,000	10,797	18,500	18,500	23,000	24%
		11,000	10,797	18,500	18,500	23,000	24%
<b><u>OTHER PURCHASED SERVICES</u></b>							
110-415-12-4530	Telephone	5	-	50	50	50	0%
110-415-12-4550	Printing	3,290	2,375	3,275	3,250	3,500	7%
		3,295	2,375	3,325	3,300	3,550	7%
<b><u>SUPPLIES</u></b>							
110-415-12-4610	Office Supplies	3,438	3,075	3,500	3,500	3,500	0%
110-415-12-4611	Postage	17,477	16,538	18,500	18,500	18,500	0%
		20,915	19,613	22,000	22,000	22,000	0%
<b><u>CAPITAL</u></b>							
110-415-12-4743	Furniture and Equipment	-	-	-	-	-	0%
110-415-12-4744	Computer Equipment	-	38,293	-	-	-	0%
		-	38,293	-	-	-	0%
<b>TOTAL EXPENDITURES</b>		<b>296,088</b>	<b>341,500</b>	<b>329,900</b>	<b>329,875</b>	<b>340,675</b>	<b>3%</b>

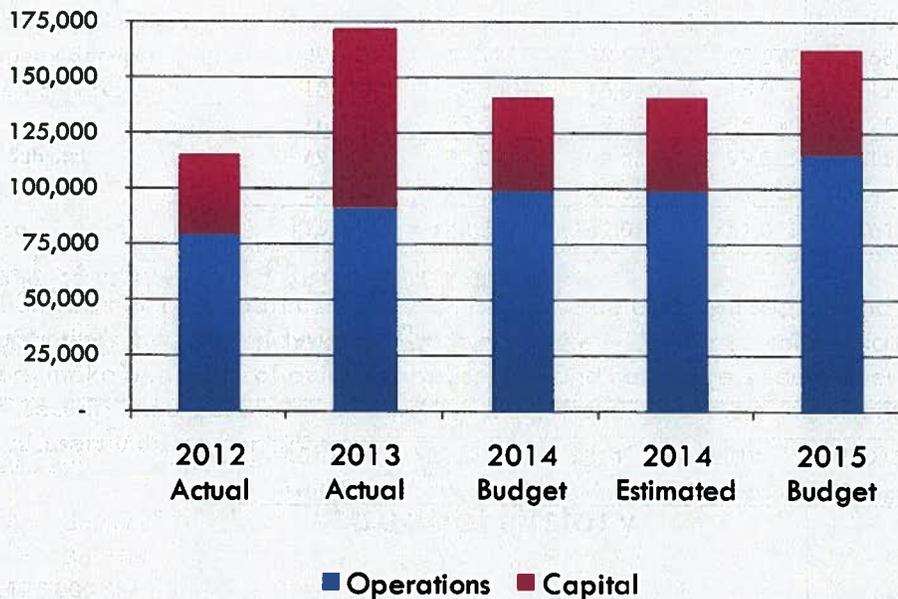
# Administration Department Information Technology Services

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	-	-	-	-	-	0%
Personnel Services, Benefits	-	-	-	-	-	0%
Purchased Professional Services	-	-	-	-	14,000	0%
Purchased Property Services	49,580	59,172	59,575	59,575	63,725	7%
Other Purchased Services	13,488	9,643	15,000	15,000	12,900	-14%
Supplies	16,832	23,556	25,000	25,000	25,000	0%
<b>Subtotal</b>	<b>79,900</b>	<b>92,371</b>	<b>99,575</b>	<b>99,575</b>	<b>115,625</b>	<b>16%</b>
Capital	35,633	79,840	41,500	41,500	46,700	13%
<b>Total Expense</b>	<b>115,533</b>	<b>172,211</b>	<b>141,075</b>	<b>141,075</b>	<b>162,325</b>	<b>15%</b>

The Information Technology department's mission is to provide excellent service and support to users of the City of Fruita's information systems. In doing so we will improve communication between IT staff and users, make better use of existing applications and hardware, reduce energy consumption, enhance the security and reliability of information systems and most importantly increase the productivity of users utilizing our systems.

## Budget History



# Administration Department Information Technology Services

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## **2014 Accomplishments**

- Explored two factor authentication for police department, HR, and other sensitive IT area's to improve data security
- Enclose all network switches and routers in lockable wall mount storage boxes
- Developed plan for redundant fiber connections between buildings
- Replaced PD computers
- Upgraded Rec Track software
- Installed battery backup units to all network racks to ensure network continuity during power outages

## **2015 Budget Highlights**

- Services contracts for IT services include an 8% increase. IT costs are allocated in the Sewer Fund (\$5,100) and the Community Center Fund (\$16,150) and the General Fund (\$63,725) for a total cost of \$84,975.
- Telephone and internet services are budgeted to remain flat in 2015. A portion of the telephone and internet services are also allocated to the Sewer (\$1,100) and Community Center (\$3,500) Funds for a total cost of \$17,500.
- Supplies and equipment includes backup software licenses and offsite storage
  - Capital equipment of \$46,700 scheduled for 2015 includes \$27,200 for licensing and spare parts and \$19,500 for computer upgrades (15 per year with a 4 year life cycle)
- Website development is budgeted at \$14,000 in 2015 for redesign of the City's website to enhance navigability and compatibility with various interfaces including mobile phones and tablets and enhance social networking connections with the City

## **Goals and objectives**

- Upgrade Microsoft Office
- Replace old computers in public works and other departments
- Upgrade local backup capacity to meet growing needs
- Replace old phones still remaining in departments

# Administration Department Information Technology Services

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- Complete connectivity for PD software/servers
- Upgrade internet connection to better support growing GIS, video, and internet needs
- Collaborate with other agencies on definition of shared services

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## Administration Department Information Technology Services

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- Complete connectivity for PD software/servers
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## Administration Department Information Technology Services

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- Complete connectivity for PD software/servers
- Upgrade internet connection to better support growing GIS, video, and internet needs
- Collaborate with other agencies on definition of shared services

# Administration Department

## Information Technology Services

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-415-13-4111	Salaries, Administrative	-	-	-	-	-	0%
110-415-13-4120	Salaries, Part time	-	-	-	-	-	0%
110-415-13-4130	Overtime	-	-	-	-	-	0%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
110-415-13-4210	Health Insurance	-	-	-	-	-	0%
110-415-13-4220	FICA Payroll Expense	-	-	-	-	-	0%
110-415-13-4221	Medicare Payroll Expense	-	-	-	-	-	0%
110-415-13-4230	Retirement Contribution	-	-	-	-	-	0%
110-415-13-4250	Unemployment Insurance	-	-	-	-	-	0%
110-415-13-4260	Workers Compensation Ins	-	-	-	-	-	0%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-415-13-4310	Professional Development	-	-	-	-	-	0%
110-415-13-4338	Website Development	-	-	-	-	14,000	N/A
						14,000	0%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
110-415-13-4430	Service Contracts	49,580	59,172	59,575	59,575	63,725	7%
						49,580	7%
<b><u>OTHER PURCHASED SERVICES</u></b>							
110-415-13-4530	Telephone and Internet	13,488	9,643	15,000	15,000	12,900	-14%
						13,488	-14%
<b><u>SUPPLIES</u></b>							
110-415-13-4610	Office Supplies	-	-	-	-	-	0%
110-415-13-4612	Supplies and equipment	16,832	23,556	25,000	25,000	25,000	0%
						16,832	0%
<b><u>CAPITAL</u></b>							
110-415-13-4743	Furniture and Equipment	-	-	-	-	-	0%
110-415-13-4744	Computer Equipment	35,633	79,840	41,500	41,500	46,700	13%
						35,633	13%
<b>TOTAL EXPENDITURES</b>		<b>115,533</b>	<b>172,211</b>	<b>141,075</b>	<b>141,075</b>	<b>162,325</b>	<b>15%</b>

# Administration Department

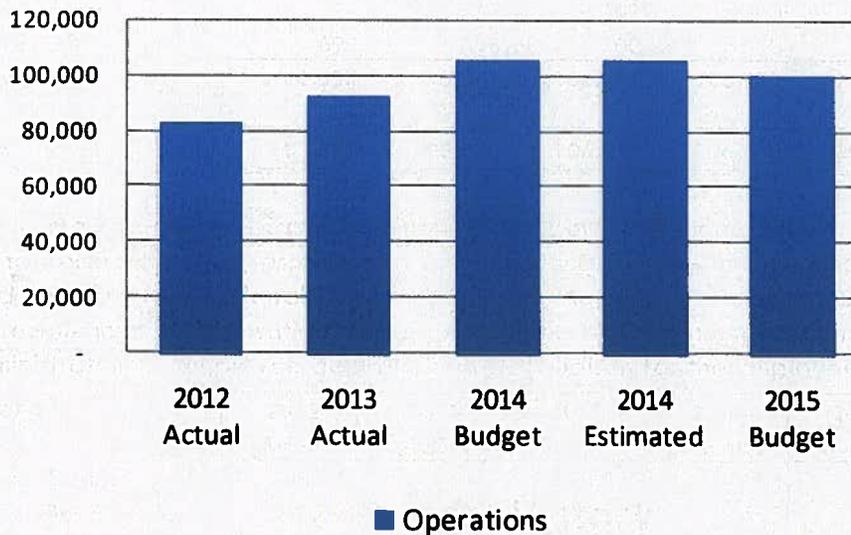
## Human Resources

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	48,881	50,443	54,825	54,825	55,925	2%
Personnel Services, Benefits	16,691	16,901	19,500	19,500	23,675	21%
Purchased Professional Services	17,552	25,068	31,725	31,725	20,325	-36%
Other Purchased Services	21	17	200	200	200	0%
Supplies	692	646	700	700	700	0%
<b>Subtotal</b>	<b>83,837</b>	<b>93,075</b>	<b>106,950</b>	<b>106,950</b>	<b>100,825</b>	<b>-6%</b>
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>83,837</b>	<b>93,075</b>	<b>106,950</b>	<b>106,950</b>	<b>100,825</b>	<b>-6%</b>

The Human Resource Program encompasses all aspects of personnel management. This includes, but is not limited to, record keeping, establishing and updating policies and procedures, establishing and updating the Employee Handbook and Safety Manual; developing and updating job descriptions; recruitment, compensation studies, employee classification; responding to employee concerns; administration of employee benefits; and staff liaison for the Employee Relations Board.

### Budget History



# Administration Department

## Human Resources

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### **2014 Accomplishments**

- The HR Director continues to work to maintain and improve communication with employees through various means, such as:
  - Attendance, at least quarterly, at employee meetings,
  - participation and facilitation of the Employee Representative Committee (ERC),
  - e-mails about benefit changes and other employee information.
- Held quarterly meetings with the insurance committee to monitor and evaluate our current health and dental insurance plans. As of the 2014 health insurance renewal, the City is no longer participating in the risk share arrangement with Rocky Mountain Health Plans; however, the final settlement for the risk share health plan yielded the City a refund of \$61,395 and was paid in August 2014.
- Successfully recruited and filled several full-time and part-time vacancies. This is a combination of 8 full-time positions vacated due to turnover which included Police Lieutenant, Animal Control Officer, Guest Services Supervisor, Code Enforcement Officer, Recreation Superintendent, Maintenance Worker I, Wastewater Operator D, and City Manager; 5 Public Works and 5 Parks & Recreation seasonal employees. In addition, several part-time and seasonal positions at the Fruita Community Center were filled as needed.
- Implemented and updated and improved pay plan for 2014 with total implementation by 2016 if budget permits.
- Implemented a once a year Employee Development Assessment review process. All assessments will now be completed by April 1<sup>st</sup> of each year to coincide with market and salary increases as budget permits.
- In order for all employees to receive feedback on their performance, a part-time Employee Development Assessment form was developed and will be implemented.
- A human resource priority is to maintain sustained efforts to ensure that staff levels and compensation are adequate to recruit and retain qualified employees.

### **2015 Budget Highlights**

- Recruitment expenses are decreased based on anticipated staffing changes in 2015.

### **Goals and Objectives**

- Develop long-range goals to support employee retention that include continued evaluation of employee salaries and benefits.

# Administration Department

## Human Resources

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- Continued efforts to improve the quality of and reduce the cost of benefits currently offered to employees. Health insurance and all other benefits will continue to be reviewed annually to ensure quality and affordability.
- Continued attendance at employment-related conferences and webinars in order to keep abreast of changing employment laws and other human resource trends that affect the City and its employees.
- Ongoing efforts to increase the efficiency and effectiveness of the Human Resource Department through improved communications with the City Manager, Department Directors, and employees.
- Work with the City Manager and Department Directors to find innovative and cost-effective ways to retain qualified staff during on-going and difficult economic times.

# Administration Department

## Human Resources

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-415-15-4111	Salaries, Administrative	48,881	50,443	54,825	54,825	55,925	2%
110-415-15-4130	Overtime	-	-	-	-	-	0%
		48,881	50,443	54,825	54,825	55,925	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-415-15-4210	Health Insurance	8,530	8,455	10,125	10,125	14,150	40%
110-415-15-4220	FICA Payroll Expense	2,910	3,000	3,400	3,400	3,475	2%
110-415-15-4221	Medicare Payroll Expense	681	702	800	800	825	3%
110-415-15-4230	Retirement Contribution	2,200	2,420	2,475	2,475	2,525	2%
110-415-15-4250	Unemployment Insurance	147	151	175	175	175	0%
110-415-15-4260	Workers Compensation Insurance	150	100	125	125	125	0%
110-415-15-4290	Employee Assistance Programs	2,073	2,073	2,400	2,400	2,400	0%
		16,691	16,901	19,500	19,500	23,675	21%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-415-15-4310	Professional Development	1,206	571	650	650	650	0%
110-415-15-4311	Appreciation Programs	7,834	8,354	8,000	8,000	8,500	6%
110-415-15-4312	Flex Benefit Administration Fee	1,782	2,178	3,075	3,075	3,175	3%
110-415-15-4330	Legal Services	-	-	-	-	-	0%
110-415-15-4345	Recruitment	6,730	13,965	20,000	20,000	8,000	-60%
		17,552	25,068	31,725	31,725	20,325	-36%
<b>OTHER PURCHASED SERVICES</b>							
110-415-15-4530	Telephone	21	17	200	200	200	0%
		21	17	200	200	200	0%
<b>SUPPLIES</b>							
110-415-15-4610	Office Supplies	692	646	700	700	700	0%
		692	646	700	700	700	0%
<b>CAPITAL</b>							
110-415-15-4744	Computer Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>		<b>83,837</b>	<b>93,075</b>	<b>106,950</b>	<b>106,950</b>	<b>100,825</b>	<b>-6%</b>

# **Community Development Department**

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Community Development Department

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Community Development Department

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# **Community Development Department**

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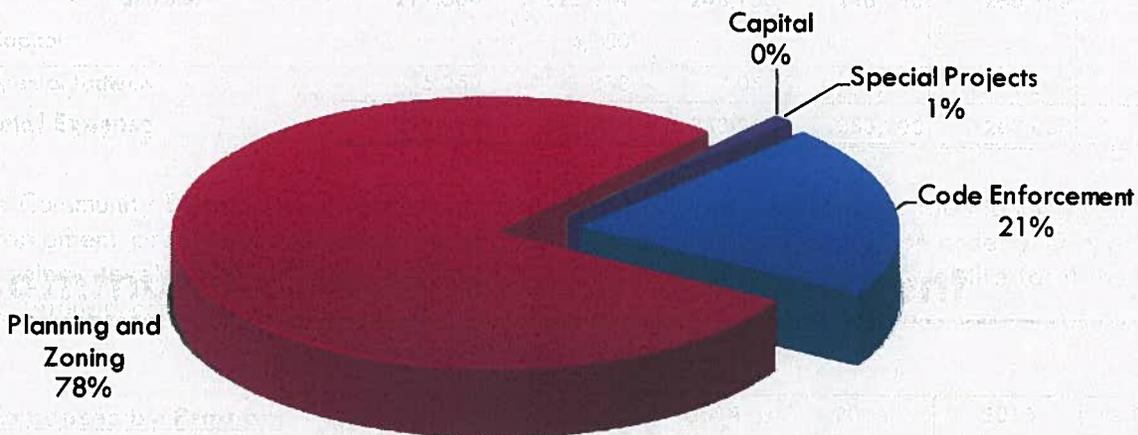
# Community Development Department

## Expenses by Program

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Code Enforcement	47,409	39,016	41,100	41,100	54,575	33%
Planning and Zoning	170,255	186,398	205,050	205,050	205,975	0%
<b>Subtotal</b>	<b>217,664</b>	<b>225,414</b>	<b>246,150</b>	<b>246,150</b>	<b>260,550</b>	<b>6%</b>
Capital	-	4,050	-	-	-	0%
Special Projects	5,253	47,813	7,050	7,050	2,500	-65%
<b>Total Expense</b>	<b>222,917</b>	<b>277,277</b>	<b>253,200</b>	<b>253,200</b>	<b>263,050</b>	<b>4%</b>

The Community Development Department includes the Current and Long Range Planning and Code Enforcement programs. The purpose of the department is to provide for orderly and efficient planning, development and growth in the City, and protection of the quality of life for its residents and business community.

## Community Development Programs

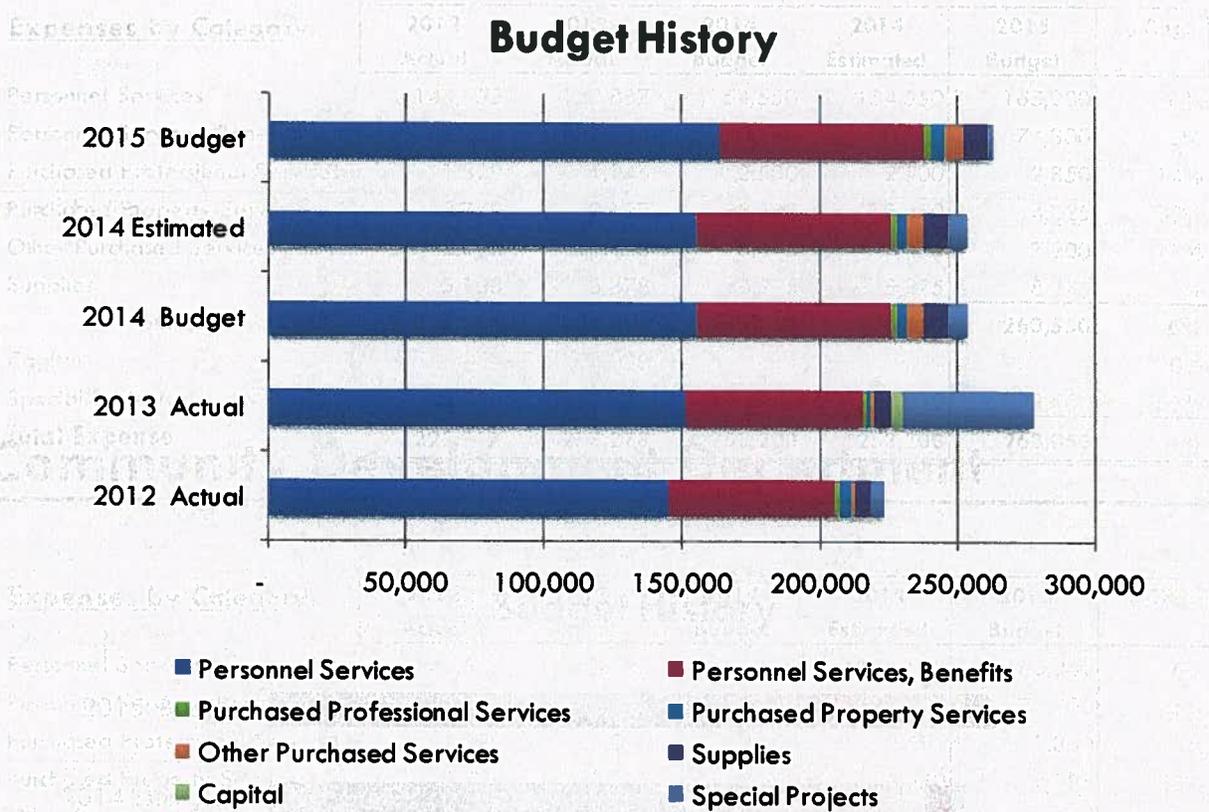


# Community Development Department

## Expenses by Category

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services	144,655	150,887	154,550	154,550	163,200	6%
Personnel Services, Benefits	60,701	64,114	70,700	70,700	74,300	5%
Purchased Professional Services	1,329	1,246	2,500	2,500	2,850	14%
Purchased Property Services	3,779	2,127	3,550	3,550	4,725	33%
Other Purchased Services	2,092	1,163	6,475	6,475	7,200	11%
Supplies	5,108	5,878	8,375	8,375	8,275	-1%
<b>Subtotal</b>	<b>217,664</b>	<b>225,415</b>	<b>246,150</b>	<b>246,150</b>	<b>260,550</b>	<b>6%</b>
Capital	-	4,050	-	-	-	0%
Special Projects	5,253	47,813	7,050	7,050	2,500	-65%
<b>Total Expense</b>	<b>222,917</b>	<b>277,278</b>	<b>253,200</b>	<b>253,200</b>	<b>263,050</b>	<b>4%</b>

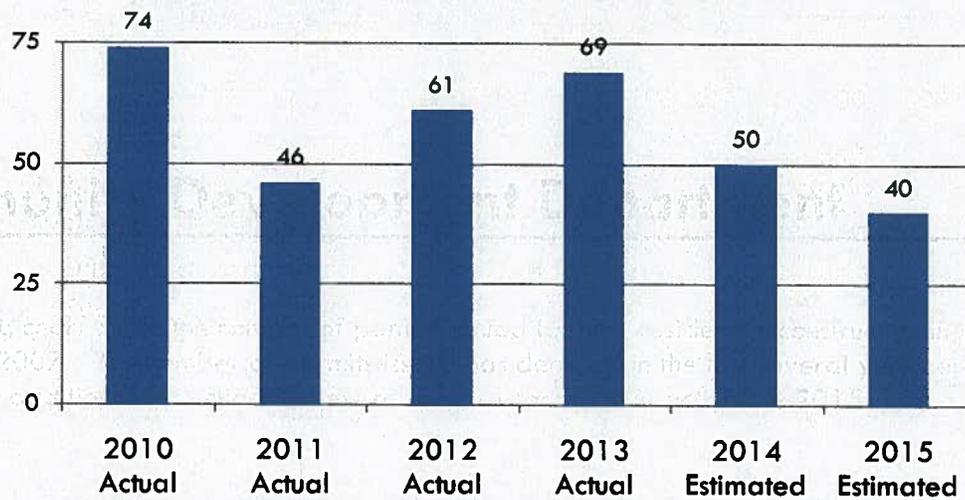
## Budget History



# Community Development Department

The following chart shows the number of permits issued for new residential construction in the City of Fruita since 2007. The number of permits issued has declined in the last several years and the City is projecting additional reductions in new residential construction activity in 2015.

## New Residential Construction Permits



## Personnel

There are no changes in the staffing of the Community Development Department in 2015.

FULL TIME	2012	2013	2014	2015
Community Development	1	1	1	1
Planner	0	0	0	0
Administrative Technician	1	1	1	1
Administrative Clerk	0	0	0	0
Code Enforcement	1	1	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

# Community Development Department

## Expenses

Account Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>						
4111 Salaries, Administrative	143,968	150,399	153,350	153,350	161,875	6%
4125 Contract Labor	-	-	-	-	-	0%
4130 Overtime	687	488	1,200	1,200	1,325	10%
	144,655	150,887	154,550	154,550	163,200	6%
<b>PERSONNEL SERVICES, BENEFITS</b>						
4210 Health Insurance	42,378	45,169	50,625	50,625	53,050	5%
4220 FICA Payroll Expense	8,559	8,793	9,600	9,600	10,150	6%
4221 Medicare Payroll Expense	2,002	2,056	2,250	2,250	2,400	7%
4230 Retirement Contribution	6,478	6,768	6,975	6,975	7,350	5%
4250 Unemployment Insurance	434	453	475	475	500	5%
4260 Workers Compensation Insurance	850	875	775	775	850	10%
	60,701	64,114	70,700	70,700	74,300	5%
<b>PURCHASED PROFESSIONAL SERVICES</b>						
4310 Professional Development	1,329	1,246	2,500	2,500	2,850	14%
	1,329	1,246	2,500	2,500	2,850	14%
<b>PURCHASED PROPERTY SERVICES</b>						
4430 Service Contracts	1,429	1,127	2,550	2,550	2,550	0%
4435 Fleet Maintenance Charges	2,350	1,000	1,000	1,000	2,175	118%
	3,779	2,127	3,550	3,550	4,725	33%
<b>OTHER PURCHASED SERVICES</b>						
4530 Telephone	11	15	225	225	450	100%
4546 Property Clean Up	118	-	2,500	2,500	3,000	20%
4550 Printing	26	-	1,000	1,000	1,000	0%
4551 Publishing	1,631	807	2,000	2,000	2,000	0%
4592 Recording Fees	306	341	750	750	750	0%
	2,092	1,163	6,475	6,475	7,200	11%
<b>SUPPLIES</b>						
4610 Office Supplies	1,548	2,565	3,300	3,300	3,300	0%
4611 Postage	3,210	2,706	2,950	2,950	2,900	-2%
4612 Supplies and Equipment	-	174	750	750	750	0%
4626 Fuel	350	433	450	450	400	-11%
4642 Signs	-	-	625	625	625	0%
4661 Uniforms and Safety Equipment	-	-	300	300	300	0%
	5,108	5,878	8,375	8,375	8,275	-1%
<b>CAPITAL</b>						
4744 Computer Equipment	-	4,050	-	-	-	0%
	-	4,050	-	-	-	0%
<b>SPECIAL PROJECTS</b>						
4821 Downtown Development	5,253	47,813	7,050	7,050	2,500	-65%
4825 Community Plan/Land Use Code	-	-	-	-	-	0%
	5,253	47,813	7,050	7,050	2,500	-65%
<b>TOTAL COMMUNITY DEVELOPMENT EXP</b>	<b>222,917</b>	<b>277,278</b>	<b>253,200</b>	<b>253,200</b>	<b>263,050</b>	<b>4%</b>

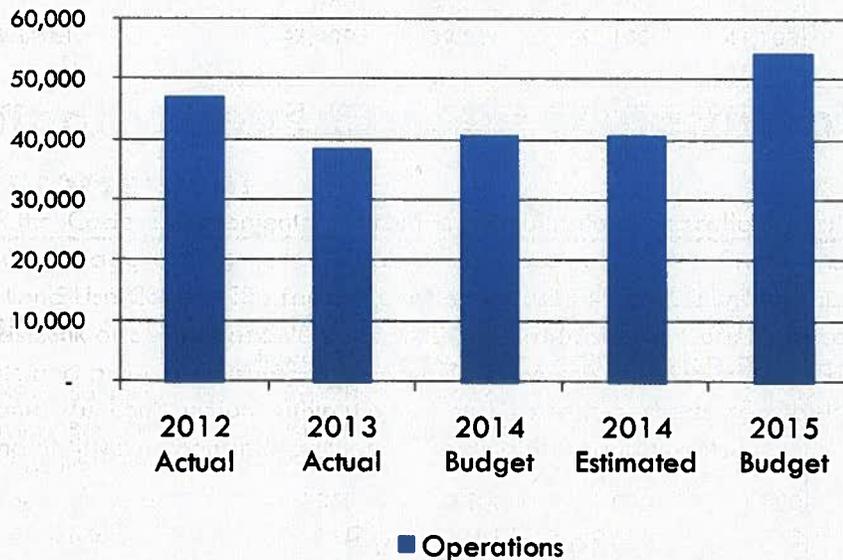
# Community Development Department Code Enforcement

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	29,128	23,593	22,050	22,050	30,025	36%
Personnel Services, Benefits	14,729	12,940	13,225	13,225	16,575	25%
Purchased Professional Services	124	150	500	500	850	70%
Purchased Property Services	2,350	1,000	1,000	1,000	2,175	118%
Other Purchased Services	118	-	2,575	2,575	3,300	28%
Supplies	960	1,333	1,750	1,750	1,650	-6%
<b>Subtotal</b>	<b>47,409</b>	<b>39,016</b>	<b>41,100</b>	<b>41,100</b>	<b>54,575</b>	<b>33%</b>
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>47,409</b>	<b>39,016</b>	<b>41,100</b>	<b>41,100</b>	<b>54,575</b>	<b>33%</b>

The goal of the Code Enforcement Program is to maintain an excellent quality of life for Fruita residents through aggressive, yet equitable, enforcement of the Fruita Municipal Code which includes the Land Use Code. The focus is to remove unsightly and unhealthy nuisances from the City such as weeds, junk or abandoned vehicles, trash, and rubbish. The Code Enforcement Program relies on complaints and pro-active observation in identifying areas in violation. Code Enforcement also assists with unlawful construction within the City such as fences, sheds, remodels, re-roofs, and other violations and notifies responsible parties of applicable requirements.

## Budget History



# Community Development Department

## Code Enforcement

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### 2014 Accomplishments

- In February the Code Enforcement Officer, Susan Carter, left for another job. The Fruita Police Chief took on the additional Code Enforcement duties till June 9, 2014 when he stepped down as the Police Chief and took the Code Enforcement job full time.
- From February – May, code enforcement issues took a back seat to the required Police Chief duties. However two of the bigger Code Enforcement cases that seemed to have drawn a lot of attention were worked aggressively; one was pending a decision on whether to issue a summons and the other was in the court process pending a response from the City. As a result working these two cases, a summons was issued to one property owner to resolve their issues and the other case was dropped as a result of working with the property owner on cleaning up their property.
- A new idea of enforcing code violation started in February by the Police Chief. The goal was to keep cases out of court specifically with property owners who were either financially or physically unable to bring their properties into compliance. As the Police Chief, he worked with the Municipal Court Clerk in establishing a Community Service Program for juveniles, working with property owners with violations who had financial or physical issues and needed help. As of July 22nd, eight owners meeting the above requirement have been helped or are getting help with bringing their properties into compliance without court action. The inception of the Community Outreach Program to date is still being worked on for approval. This program also connected with Housing Resources who assisted in a one day cleanup of one of the properties.
- As the Police Chief and to date, when code violations are brought to his attention, he went to the location in an attempt to contact the tenant/owner instead of sending a letter. This change has helped set a date with the tenant/owner on when they can bring their property into compliance. So far this process is working and has been instrumental in identifying those owners meeting the requirement above needing help.
- A new bright orange door hanger was created to leave with property owners when no contact was made on a knock and talk to advise them of the violation that needed taken care of or to call.
- This bright orange door hanger is a visible notice to neighbors that their issue(s) with the property are being resolved.
- In June, the Code Enforcement Officer learned the Fruita Rotary Club was working on a grant in providing funds for Partner's to bring an office to Fruita. He started working with both groups because this will help with providing additional resources to help with the proposed Community Outreach Program.

# Community Development Department

## Code Enforcement

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- 152 Code violations were investigated between January 1, 2013 and July 21, 2014. Two of these violations resulted in a summons to court with one case pending and the other dropped as mentioned above.

### **2015 Budget Highlights**

- Telephone: Increase for reimbursing the Code Enforcement Officer for using his personal cell phone for work.
- Property clean up: Increase due to projected cost of working with property owners to clean up their property in the beginning versus taking them to court, paying court costs and eventually hiring someone to clean up the property with a lien filed on their property.
- Uniform and Safety Equipment: Increase for Code Enforcement Officer's work uniform.

### **Goals and Objectives**

- Continue to provide prompt and efficient response to code violation complaints and/or observations.
- Continue to maintain and/or find improved ways of maintaining public right-of-way (sidewalks, streets, and alleys) with regard to litter, weeds, and snow removal by coordinating with: Property owners; City Departments; and/or utilize resources established through the Community Outreach Program like: Housing Resources, Partners, Fruita Municipal Court, Department of Human Services, to name a few but not limited to.
- Continue to identify ways of finding property owners on vacant properties like Springbrook (Fruita Utility Billing Information) and the Mesa County Assessor's website; in order to get unsightly vacant properties cleaned up.
- Continue to research ways of helping promote neighborhood and area wide cleanup efforts to include reaching out to other Code Enforcement Officers in the valley and other municipalities to see what methods they are using to resolve issues.
- Continue to educate community members on how to identify and control weeds so they control weed problems on their properties.
- Continue to provide an annual HOA Board Workshop to avoid and/or resolve code violations.
- Provide help and expertise wherever and whenever possible.
- Continue to assist planning in the review/inspection stages of developments and planning clearances.

# Community Development Department

## Code Enforcement

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- Maintain and/or improve upon relations with area builders, developers, Home Owner Associations and individual residents to achieve better compliance with code requirements.
- Continue to maintain or improve upon the connection between this department and volunteers, charitable organizations, and community service groups, specifically Partner's, to help clean up properties for citizens without resources in resolving code violations.
- Attend local training on identifying noxious weeds and how best to control them.
- Attend local training on how to identify the different types of trees and how best to maintain them.
- Continue to work on rewriting the Code Enforcement policy and procedure manual.

## Community Development Department

### Code Enforcement

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## Community Development Department

### Code Enforcement

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# Community Development Department

## Code Enforcement

### Expenses

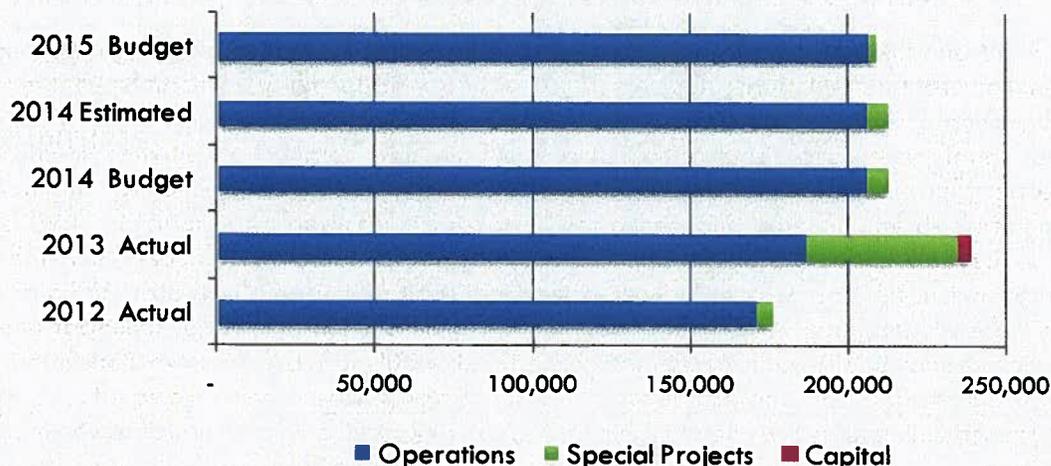
Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-419-16-4111	Salaries, Administrative	28,912	23,345	21,650	21,650	29,575	37%
110-419-16-4125	Contract Labor	-	-	-	-	-	0%
110-419-16-4130	Overtime	216	248	400	400	450	0%
		29,128	23,593	22,050	22,050	30,025	36%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-419-16-4210	Health Insurance	10,813	9,801	10,125	10,125	12,375	22%
110-419-16-4220	FICA Payroll Expense	1,765	1,351	1,375	1,375	1,875	36%
110-419-16-4221	Medicare Payroll Expense	413	316	325	325	450	38%
110-419-16-4230	Retirement Contribution	1,301	1,051	1,000	1,000	1,350	35%
110-419-16-4250	Unemployment Insurance	87	71	75	75	100	33%
110-419-16-4260	Workers Compensation Insurance	350	350	325	325	425	31%
		14,729	12,940	13,225	13,225	16,575	25%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-419-16-4310	Professional Development	124	150	500	500	850	70%
		124	150	500	500	850	70%
<b>PURCHASED PROPERTY SERVICES</b>							
110-419-16-4435	Fleet Maintenance Charges	2,350	1,000	1,000	1,000	2,175	118%
		2,350	1,000	1,000	1,000	2,175	118%
<b>OTHER PURCHASED SERVICES</b>							
110-419-16-4530	Telephone	-	-	75	75	300	300%
110-419-16-4546	Property Clean Up	118	-	2,500	2,500	3,000	20%
		118	-	2,575	2,575	3,300	28%
<b>SUPPLIES</b>							
110-419-16-4610	Office Supplies	200	327	300	300	300	0%
110-419-16-4611	Postage	410	450	450	450	400	-11%
110-419-16-4612	Supplies and Equipment	-	124	250	250	250	0%
110-419-16-4626	Fuel	350	432	450	450	400	-11%
110-419-16-4661	Uniforms and Safety Equipment	-	-	300	300	300	0%
		960	1,333	1,750	1,750	1,650	-6%
<b>CAPITAL</b>							
110-419-16-4744	Computer Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL CODE ENFORCEMENT EXPENSE</b>		<b>47,409</b>	<b>39,016</b>	<b>41,100</b>	<b>41,100</b>	<b>54,575</b>	<b>33%</b>

# Community Development Department Current and Long Range Planning

<b>EXPENDITURES</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	115,527	127,294	132,500	132,500	133,175	1%
Personnel Services, Benefits	45,972	51,174	57,475	57,475	57,725	0%
Purchased Professional Services	1,205	1,096	2,000	2,000	2,000	0%
Purchased Property Services	1,429	1,127	2,550	2,550	2,550	0%
Other Purchased Services	1,974	1,163	3,900	3,900	3,900	0%
Supplies	4,148	4,544	6,625	6,625	6,625	0%
<b>Subtotal</b>	<b>170,255</b>	<b>186,398</b>	<b>205,050</b>	<b>205,050</b>	<b>205,975</b>	<b>0%</b>
Capital	-	4,050	-	-	-	0%
Special Projects	5,253	47,813	7,050	7,050	2,500	-65%
<b>Total Expense</b>	<b>175,508</b>	<b>238,261</b>	<b>212,100</b>	<b>212,100</b>	<b>208,475</b>	<b>-2%</b>

The purpose of the department is to provide for orderly and efficient growth and development of the City and protection of the quality of life for its residents and the business community. The Community Development Department includes current and long range planning and code enforcement activities. A major part of these activities includes processing land development applications for annexations, subdivisions, site plans, conditional use permits, easement and right-of-way vacations and dedications, rezones, variances, and others. The department provides the front line resources to assist customers in obtaining building permits as well as providing information on properties regarding permitted land uses, building setbacks, fencing, signs, etc. and provides technical support to the Planning Commission, Board of Adjustment, Historic Preservation Board, and the Downtown Advisory Board. The Department facilitates long range planning efforts for the City, helps coordinate economic development programs, and participates in regional issues such as transportation planning including trails planning, county-wide planning issues, addressing committee, and other special projects.

## Budget History



# Community Development Department

## Current and Long Range Planning

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### 2014 Accomplishments

- A major task for the Community Development Department is processing land development applications in an effective and efficient manner consistent with the Land Use Code, other regulatory documents, and the City's Master Plan. Processing these applications includes many meetings with applicants and their representatives before, during and after the application submittal to resolve as many issues as possible as soon as possible, mailing and publishing public notices, coordination with reviewers such as utility providers (e.g., Ute Water, Xcel Energy, etc.) and service providers (e.g., fire and police protection), answering questions from the public regarding development proposals, reviewing the development proposal against the City's Master Plan, Land Use Code, and other rules and policies and generating a staff report with recommendations for the Planning Commission, Board of Adjustment and/or City Council. After approval of a development application, staff monitors the construction of buildings and subdivision improvements to ensure compliance with requirements including development improvement agreements and the release of financial guarantees and warranty periods.
- The Department currently processes a 5-year average of approximately 365 Planning Clearance permits per year with an average of approximately 61 being new single family residential permits. Sixty-nine new single family residential permits were issued in 2013. From January 1, 2014, through August 31, 2014, only 33 new single family residential permits were issued. At any given time, staff is typically processing or monitoring over 20 major land development applications ranging from initial subdivision or site plan application submittals to inspections of development improvements that are under warranty. This does not include single-family residential construction permits, minor remodels or additions, fence permits, utility upgrades, or demolition permits.
- The numbers of building permits issued still are significantly reduced since the mid-2000s when over 400 single family residential permits were issued in 2004; however, several commercial developments were underway or in the planning stages in 2014. A major expansion of the retail portion of the COOP business, including a Tastee Freez and a Wienerschnitzel, is currently under construction. Family Health West is continuing to expand the services they offer in Fruita which has resulted in an expansion of the hospital building to accommodate an expanded radiology department, the purchase and remodel of a house on Coulson Street to be used for office space and storage, and also purchasing more properties in the area in preparation for longer term expansion plans. There have been 20 other commercial remodels approved in 2014 as of August 31, 2104, and two vacation rentals by owner (VRBOs) also were approved.
- Staff has been discussing development issues with various individuals pursuing potential development opportunities. The second phase of the Brandon Estates subdivision was approved in 2014 which included a total of 47 single family residential lots. Also, an 8-lot townhouse subdivision development also was approved in 2014.
- The Department continued working with the owners/developers of industrial lands in the Fruita Greenway Business Park area from Coulson Street to the old gilsonite refinery area between Interstate 70 and the railroad tracks. Staff is continuing to work with all property owners in this industrial area to help with annexation and development plans.

# Community Development Department

## Current and Long Range Planning

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- As of August 31, 2014, there were two annexations into the City, both of which were relatively small residential lots along Highway 6 & 50 abutting the State Park.
- The Historic Preservation Board organized the 2<sup>nd</sup> annual History Fair, basically a one-day local history museum, in a historic downtown building. While not as well attended as last year, it still was considered a success and is being improved for next year. One new property was nominated for listing on the City's Register of Historic Sites, Structures, & Districts. Plaques with historic street scenes were installed downtown through the efforts of the Downtown Advisory Board and were included in a Historic Walking Tour of Fruita provided by the Historic Preservation Board. These activities are intended to help Fruita improve and enhance its unique and small town atmosphere.
- One of the largest projects Community Development Department staff has been working on in 2014 (in conjunction with other departments) is the implementation of the Downtown Streetscape Improvements Master Plan adopted in 2013. Consultants have been hired to provide construction details for the first phase and staff is working on a grant to help pay for the first phase of downtown improvements. Along with this effort, staff has been reaching out to talk to business and property owners affected by the plans to help avoid any potential problems for their business or property with the planned improvements.
- Staff continues to maintain excellent customer service while improving the processing procedures for land development applications and public information documents. It is through the review and coordination of plans, development applications and subsequent construction that staff is able to help implement the city's goals to promote high quality development. This includes helping to ensure adequate urban infrastructure and services, provision of parks and open space, economic sustainability, preservation of cultural and natural resources and others all in an effort to improve and enhance the small town atmosphere of the Fruita community.
- **Updates to Codes**
  - The Land Use Code and other regulatory codes are the major tools used to implement the City's Master Plan. A potential amendment to the Code in progress in late 2014 is to allow guests at recreational vehicle parks to extend their stay longer than is permitted currently, and to allow permanent living in RV parks for caretakers.
  - Staff is continuing to identify necessary changes to the Code to further streamline the development process, resolve conflicts, and to provide more clarification and effectiveness in meeting the goals and policies of the City's Master Plan.
- **Support**
  - In addition to staff support to the Planning Commission, Historic Preservation Board, Board of Adjustment, and the Downtown Advisory Board, staff also works with the Mesa County Enterprise Zone Committee, Riverfront Commission activities, Addressing Committee, and others.

# Community Development Department

## Current and Long Range Planning

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### 2015 Budget Highlights

- There are no other significant changes in the 2015 Budget.

### Goals and Objectives

- Continue to work with business owners, property owners, and the community to implement the downtown plan.
- Continue to refine development regulations and the development review process to maximize efficient, effective, and predictable reviews that help implement the city's goals and objectives.
- Identify and develop economic development activities to further the city's goals for economic development and prosperity, especially related to downtown.
- Work to improve use of technology including GIS and social media.
- Continue to strive for excellent customer service.
- Identify long range planning activities (such as an infill plan) to help identify opportunities and avoid potential problems in an effort to meet the city's overall goals.

# Community Development Department

## Current and Long Range Planning

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES. SALARIES</b>							
110-419-17-4111	Salaries, Administrative	115,056	127,054	131,700	131,700	132,300	0%
110-419-17-4130	Overtime	471	240	800	800	875	9%
		115,527	127,294	132,500	132,500	133,175	1%
<b>PERSONNEL SERVICES. BENEFITS</b>							
110-419-17-4210	Health Insurance	31,565	35,368	40,500	40,500	40,675	0%
110-419-17-4220	FICA Payroll Expense	6,794	7,442	8,225	8,225	8,275	1%
110-419-17-4221	Medicare Payroll Expense	1,589	1,740	1,925	1,925	1,950	1%
110-419-17-4230	Retirement Contribution	5,177	5,717	5,975	5,975	6,000	0%
110-419-17-4250	Unemployment Insurance	347	382	400	400	400	0%
110-419-17-4260	Workers Compensation Ins	500	525	450	450	425	-6%
		45,972	51,174	57,475	57,475	57,725	0%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-419-17-4310	Professional Development	1,205	1,096	2,000	2,000	2,000	0%
		1,205	1,096	2,000	2,000	2,000	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-419-17-4430	Service Contracts	1,429	1,127	2,550	2,550	2,550	0%
		1,429	1,127	2,550	2,550	2,550	0%
<b>OTHER PURCHASED SERVICES</b>							
110-419-17-4530	Telephone	11	15	150	150	150	0%
110-419-17-4550	Printing	26	-	1,000	1,000	1,000	0%
110-419-17-4551	Publishing	1,631	807	2,000	2,000	2,000	0%
110-419-17-4592	Recording Fees	306	341	750	750	750	0%
		1,974	1,163	3,900	3,900	3,900	0%
<b>SUPPLIES</b>							
110-419-17-4610	Office Supplies	1,348	2,238	3,000	3,000	3,000	0%
110-419-17-4611	Postage	2,800	2,256	2,500	2,500	2,500	0%
110-419-17-4612	Supplies and Equipment	-	50	500	500	500	0%
110-419-17-4642	Signs	-	-	625	625	625	0%
		4,148	4,544	6,625	6,625	6,625	0%
<b>CAPITAL</b>							
110-419-17-4744	Computer Equipment	-	4,050	-	-	-	0%
		-	4,050	-	-	-	0%
<b>SPECIAL PROJECTS</b>							
110-419-17-4821	Downtown Development	5,253	47,813	7,050	7,050	2,500	-65%
110-419-17-4825	Comm Plan/LUC/Ped Circ Study	-	-	-	-	-	0%
		5,253	47,813	7,050	7,050	2,500	-65%
<b>TOTAL PLANNING AND ZONING EXPENSE</b>		<b>175,508</b>	<b>238,261</b>	<b>212,100</b>	<b>212,100</b>	<b>208,475</b>	<b>-2%</b>

# **Public Safety Department**

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# Public Safety Department

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City of Fruita

2015 Budget

## Public Safety Department

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## Public Safety Department

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City of Fruita

2015 Budget

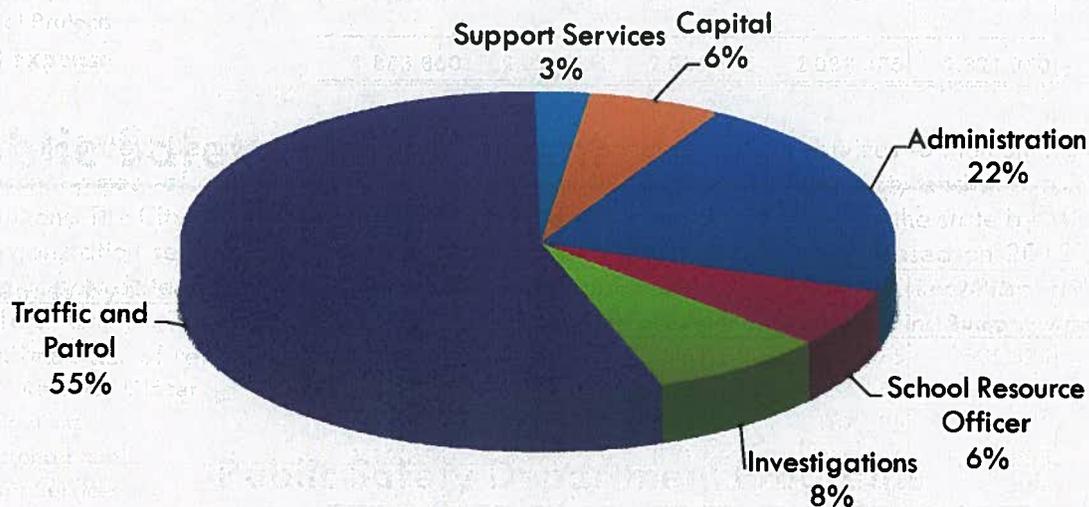
# Public Safety Department

## Expenses by Program

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Administration	450,784	459,983	461,575	461,575	505,575	10%
School Resource Officer	115,197	131,649	132,150	132,150	146,150	11%
Investigations	126,968	97,351	187,225	187,225	187,375	0%
Traffic and Patrol	1,120,641	1,222,981	1,219,525	1,219,525	1,283,225	5%
Support Services	67,856	71,302	74,700	74,700	57,025	-24%
Subtotal	1,881,446	1,983,266	2,075,175	2,075,175	2,179,350	5%
Capital	2,414	113,465	13,200	13,200	142,000	976%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>1,883,860</b>	<b>2,096,731</b>	<b>2,088,375</b>	<b>2,088,375</b>	<b>2,321,350</b>	<b>11%</b>

The Public Safety Department is responsible for all law enforcement services to the community, with the primary goal of protecting life and property, while preserving the safety and quality of life of the citizens. The City of Fruita was recently recognized as the 5<sup>th</sup> safest city in the state by MOVOTO, an organization serving real estate professionals. The assessment was based on 2012 Uniform Crime Report data divided into four weighted categories: Murders, Violent Crime, Property Crimes, and Total Crimes. The 2013 Uniform Crime Reports are positive as well, showing a downward trend in total number of reported offenses.

## Public Safety Department Programs

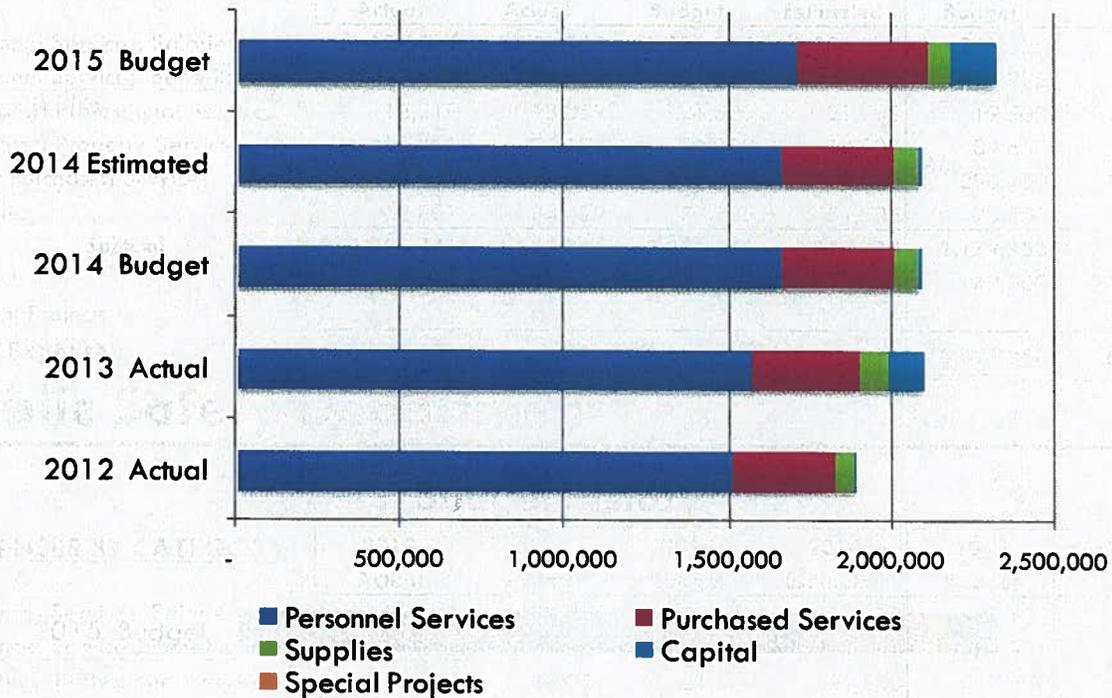


# Public Safety Department

## EXPENSES BY CATEGORY

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	1,107,041	1,154,322	1,206,375	1,206,375	1,221,525	1%
Personnel Services, Benefits	397,695	409,309	451,875	451,875	481,925	7%
Purchased Professional Services	13,319	18,059	21,500	21,500	19,500	-9%
Purchased Property Services	80,461	70,174	54,900	54,900	84,650	54%
Other Purchased Services	222,123	246,973	268,800	268,800	296,450	10%
Supplies	60,807	84,429	71,725	71,725	75,300	5%
<b>Subtotal</b>	<b>1,881,446</b>	<b>1,983,266</b>	<b>2,075,175</b>	<b>2,075,175</b>	<b>2,179,350</b>	<b>5%</b>
Capital	2,414	113,465	13,200	13,200	142,000	976%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>1,883,860</b>	<b>2,096,731</b>	<b>2,088,375</b>	<b>2,088,375</b>	<b>2,321,350</b>	<b>11%</b>

## Budget History



# Public Safety Department

The following statistics were reported to the Colorado Bureau of Investigation for 2009 through 2013.

REPORTED ARRESTS	2009		2010		2011		2012		2013	
	Adult	Juvenile	Adult	Juvenile	Adult	Juvenile	Adult	Juvenile	Adult	Juvenile
Murder Non Negligent	0	0	1	0	0	0	0	0	0	0
Forcible Rape	1	0	0	0	0	0	0	0	0	0
Robbery	1	0	1	0	1	0	1	0	0	0
Burglary	8	7	9	8	2	1	3	5	3	1
Larceny	24	10	24	22	13	21	30	30	20	14
Motor Vehicle Theft	0	2	0	5	0	2	1	1	4	0
Other Assaults	49	13	45	10	35	15	32	14	34	5
Arson	0	0	0	5	1	0	0	0	0	0
Forgery	4	0	0	0	5	0	0	0	0	0
Fraud	2	0	0	0	5	1	1	3	2	0
Embezzlement	0	0	0	0	0	0	0	0	0	0
Stolen Property	0	0	0	0	0	1	1	4	0	0
Vandalism	3	3	6	6	14	7	11	4	9	3
Weapons	10	4	3	1	2	0	0	1	3	0
Other sex offenses	5	1	1	0	1	0	0	1	0	0
Drug violations	8	19	10	29	4	15	14	12	6	32
Other family offenses	0	0	2	0	4	0	5	0	3	0
DUI	42	1	30	0	33	0	20	2	37	1
Liquor law violations	6	5	2	6	8	21	13	20	17	9
Drunkenness	0	0	0	0	0	0	0	0	0	0
Disorderly conduct	5	5	17	26	28	12	14	8	14	3
Vagrancy	1	0	0	0	0	0	2	0	0	0
All other offenses	126	26	107	38	102	45	84	26	72	22
Aggravated Assault	3	2	4		5	1	8	2	4	1
Curfew Violations	0	10	0	14	0	11	0	6	0	1
Runaways		40	0	36	0	21	0	0	0	0
<b>Total Number of Arrests</b>	<b>298</b>	<b>148</b>	<b>262</b>	<b>206</b>	<b>263</b>	<b>174</b>	<b>240</b>	<b>139</b>	<b>228</b>	<b>92</b>

# Public Safety Department

REPORTED OFFENSES	2009	2010	2011	2012	2013
Murder/Manslaughter	0	1	0	0	0
Forcible Rape	6	5	8	1	11
Robbery	3	1	2	2	2
Assaults	81	103	108	85	63
Burglary	60	52	49	39	36
Larceny/Theft	213	215	203	197	158
Motor Vehicle Theft	8	8	17	14	10
Arson	2	9	4	1	2
<b>Total Number of Offenses</b>	<b>373</b>	<b>394</b>	<b>391</b>	<b>339</b>	<b>282</b>

## Personnel

Two corporal positions are included in the 2015 Budget. This involves the promotion of two existing police officers to corporals to provide additional supervision on various shifts.

PART TIME	2012	2013	2014	2015
Police Records Clerk	1	1	1	1
Police Officer (SRO)	1	1	1	0
Police Officer (Reserve)	1	1	1	1
Police Services Technician	1	1	1	2
<b>SUBTOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
FULL TIME	2012	2013	2014	2015
Police Chief	1	1	1	1
Lieutenant	1	1	1	1
Police Records Clerk	2	2	2	2
Sergeants	2	2	2	2
Investigator	2	2	2	2
Corporal	0	0	0	2
Police Officers and SRO	11	11	11	10
PST	1	1	1	0
<b>SUBTOTAL</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>
<b>TOTAL</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>

# Public Safety Department

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
4111	Salaries, Civilian	97,547	100,302	101,600	101,600	66,575	-34%
4112	Salaries, Officers	882,338	918,613	954,100	954,100	1,011,125	6%
4120	Salaries, Part Time	58,492	63,574	71,375	71,375	64,525	-10%
4125	Contract Labor	-	2,308	-	-	-	0%
4130	Overtime	68,664	69,525	79,300	79,300	79,300	0%
		1,107,041	1,154,322	1,206,375	1,206,375	1,221,525	1%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
4210	Health Insurance	203,662	209,239	242,750	242,750	269,550	11%
4220	FICA Payroll Expense	7,601	8,085	8,625	8,625	8,175	-5%
4221	Medicare Payroll Expense	15,786	16,396	17,550	17,550	17,725	1%
4222	FPPA Death & Disability Insura	9,539	9,698	10,675	10,675	12,500	17%
4230	Retirement Contribution	5,804	5,983	6,275	6,275	5,925	-6%
4231	Police Pension Payroll Expense	113,671	118,692	123,625	123,625	126,425	2%
4250	Unemployment Insurance	3,332	3,424	3,675	3,675	3,725	1%
4260	Workers Compensation Insurance	38,300	37,792	38,700	38,700	37,900	-2%
		397,695	409,309	451,875	451,875	481,925	7%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
4310	Professional Development	13,319	18,059	21,500	21,500	19,500	-9%
		13,319	18,059	21,500	21,500	19,500	-9%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
4430	Service Contracts	11,061	12,774	14,550	14,550	16,500	13%
4435	Fleet Maintenance Charges	65,800	56,500	40,350	40,350	68,150	69%
4437	Vehicle Allowance	3,600	900	-	-	-	0%
		80,461	70,174	54,900	54,900	84,650	54%
<b><u>OTHER PURCHASED SERVICES</u></b>							
4530	Telephone and fiber	13,997	15,573	16,500	16,500	33,500	103%
4535	Dispatch & Communication Ctr	202,950	223,342	246,500	246,500	257,150	4%
4540	Animal Control Services	5,176	7,141	5,800	5,800	5,800	0%
4541	K-9 Services	-	-	-	-	-	0%
4550	Printing	-	917	-	-	-	0%
		222,123	246,973	268,800	268,800	296,450	10%
<b><u>SUPPLIES</u></b>							
4610	Office Supplies	5,130	6,865	7,000	7,000	7,000	0%
4611	Postage	1,409	1,548	1,500	1,500	1,300	-13%
4612	Supplies and Tools	13,917	16,614	14,700	14,700	16,600	13%
4615	Ammunition	3,437	3,862	4,000	4,000	4,000	0%
4626	Fuel	27,473	37,660	35,000	35,000	33,000	-6%
4661	Uniforms and Safety Equipment	9,441	17,880	9,525	9,525	13,400	41%
		60,807	84,429	71,725	71,725	75,300	5%

# Public Safety Department

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>CAPITAL</u></b>							
4742	Mobile Equipment	-	112,313	-	-	142,000	N/A
4743	Furniture and Equipment	1,154	-	2,100	2,100	-	-100%
4744	Computer Equipment	1,260	1,152	11,100	11,100	-	-100%
		2,414	113,465	13,200	13,200	142,000	976%
<b><u>SPECIAL PROJECTS</u></b>							
4842	Miscellaneous Contributions	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL PUBLIC SAFETY EXPENDITURES</b>		<b>1,883,860</b>	<b>2,096,731</b>	<b>2,088,375</b>	<b>2,088,375</b>	<b>2,321,350</b>	<b>11%</b>

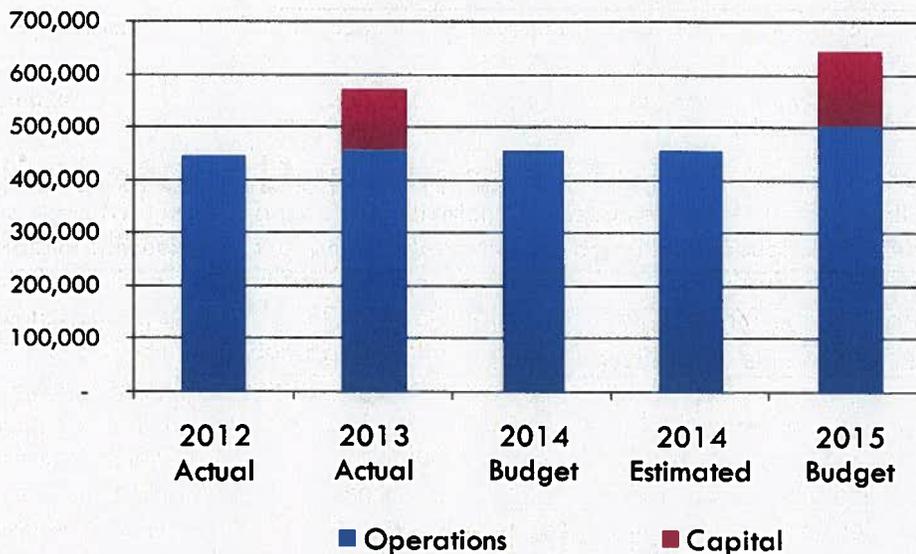
# Public Safety Department Administration

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	234,181	244,553	247,675	247,675	245,950	-1%
Personnel Services, Benefits	85,053	86,778	95,500	95,500	96,675	1%
Purchased Professional Services	3,080	3,515	3,500	3,500	3,500	0%
Purchased Property Services	80,461	70,174	54,900	54,900	84,650	54%
Other Purchased Services	13,997	16,490	16,500	16,500	33,500	103%
Supplies	34,012	38,473	43,500	43,500	41,300	-5%
<b>Subtotal</b>	<b>450,784</b>	<b>459,983</b>	<b>461,575</b>	<b>461,575</b>	<b>505,575</b>	<b>10%</b>
Capital	-	112,312	-	-	142,000	N/A
<b>Total Expense</b>	<b>450,784</b>	<b>572,295</b>	<b>461,575</b>	<b>461,575</b>	<b>647,575</b>	<b>40%</b>

The Administrative Division is made up of the Chief of Police, one Lieutenant, two full time and one part time Records Technicians. The division is responsible for the overall operational and administrative functions of the police department, doing so through leadership, planning and direction. Those responsibilities include maintaining and distributing criminal justice records according to statute, supervision of all operational activities, and management of the office and the budget. The division is accountable to the citizens of Fruita, the City Manager, City Council, the Police Commission and the employees within the department.

## Budget History



# Public Safety Department

## Administration

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### 2014 Accomplishments

- With the retirement of the previous Chief (Mark Angelo), Judy Macy was selected to fill the position. She attended the Colorado Association of Chiefs of Police (CACP) *New Chief Orientation* in March of this year.
- The appointment of Macy to Chief left the position of Lieutenant vacant. Recruitment and testing were conducted and as a result, Dave Krouse, formerly with Grand Junction PD, was hired.
- All records technicians attended the required training to maintain *Master Certification* through the Colorado Certified Records Network (CCRN). A tracking system was developed in order to maintain statistics on incidents involving marijuana. The division sponsored training (*Dealing with Difficult People*) through CCRN, which was attended by outside agency records technicians and employees from other departments in Fruita.
- The division began using a new system, SOTAR (*Sex Offender Tracking and Registration*) for local sex offender registration and public dissemination. It is hoped the system will allow for better tracking of offenders with improved features for technicians entering the data and those researching information. The system is being used by numerous agencies on the front range and by all local agencies for sex offender registration.

### 2015 Budget Highlights

- Service Contracts increased due to annual maintenance for the New World (records management system) 5% increase and the Celebrite (cell phone data recovery) 16% increase
- Telephone and Fiber increased 103% and includes an additional \$17,000 for fiber connection to the City of Grand Junction for records management.
- Mobile Equipment of \$142,000 includes replacement of the following equipment:
  - #8001 Radar Trailer - \$15,100
  - #8104 Patrol Car - \$50,800
  - #8303 Patrol Car – Administration (Chief) - \$35,550
  - #8403 Patrol Car – Administrative (Investigator) - \$40,550

### Goals and Objectives

- To continue to provide efficient, accurate and courteous service to the community, our law enforcement partners, the City of Fruita employees and police department members.
- In preparation for state mandated reports on the impact of legalized marijuana, the records division has been collecting data on all offenses/incidents involving marijuana with the goal of providing relevant, up to date information on this issue to the city and state.
- Implement a volunteer program within the police department with the goal of increasing services while providing an opportunity for citizens to serve in a meaningful manner.

# Public Safety Department

## Administration

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- With the goal of providing better statistical reports on traffic and crime, records personnel will begin researching the feasibility and hours/personnel/training needed to work with the *Engineering Division GIS data base*, in order to create the reports.

# Public Safety Department

## Administration

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-421-60-4111	Salaries, Civilian	62,554	64,177	65,275	65,275	66,575	2%
110-421-60-4112	Salaries, Officers	154,427	159,886	162,825	162,825	157,800	-3%
110-421-60-4120	Part Time	17,137	18,182	20,925	20,925	21,325	2%
110-421-60-4125	Contract Labor	-	2,308	-	-	-	0%
110-421-60-4130	Overtime	63	-	250	250	250	0%
		234,181	244,553	249,275	249,275	245,950	-1%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-421-60-4210	Health Insurance	46,574	47,306	53,000	53,000	55,575	5%
110-421-60-4220	FICA Payroll Expense	4,546	4,962	5,375	5,375	5,475	2%
110-421-60-4221	Medicare Payroll Expense	3,317	3,441	3,625	3,625	3,575	-1%
110-421-60-4222	FPPA Death & Disability Insura	1,018	947	975	975	2,050	110%
110-421-60-4230	Retirement Contribution	3,586	3,706	3,900	3,900	3,975	2%
110-421-60-4231	Police Pension Payroll Expense	19,299	19,986	20,350	20,350	19,725	-3%
110-421-60-4250	Unemployment Insurance	713	730	750	750	750	0%
110-421-60-4260	Workers Compensation Insurance	6,000	5,700	5,925	5,925	5,550	-6%
		85,053	86,778	93,900	93,900	96,675	3%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-421-60-4310	Professional Development	3,080	3,515	3,500	3,500	3,500	0%
		3,080	3,515	3,500	3,500	3,500	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-421-60-4430	Service Contracts	11,061	12,774	14,550	14,550	16,500	13%
110-421-60-4435	Fleet Maintenance Charges	65,800	56,500	40,350	40,350	68,150	69%
110-421-60-4437	Vehicle Allowance	3,600	900	-	-	-	0%
		80,461	70,174	54,900	54,900	84,650	54%
<b>OTHER PURCHASED SERVICES</b>							
110-421-60-4530	Telephone and Fiber	13,997	15,573	16,500	16,500	33,500	103%
110-421-60-4550	Printing	-	917	-	-	-	0%
		13,997	16,490	16,500	16,500	33,500	103%
<b>SUPPLIES</b>							
110-421-60-4610	Office Supplies	5,130	6,865	7,000	7,000	7,000	0%
110-421-60-4611	Postage	1,409	1,548	1,500	1,500	1,300	-13%
110-421-60-4626	Fuel	27,473	30,060	35,000	35,000	33,000	-6%
		34,012	38,473	43,500	43,500	41,300	-5%
<b>CAPITAL</b>							
110-421-60-4742	Mobile Equipment	-	112,312	-	-	142,000	N/A
110-421-60-4743	Furniture and Equipment	-	-	-	-	-	0%
		-	112,312	-	-	142,000	N/A
<b>TOTAL EXPENDITURE</b>		<b>450,784</b>	<b>572,295</b>	<b>461,575</b>	<b>461,575</b>	<b>647,575</b>	<b>40%</b>

# Public Safety Department

## School Resource Officer

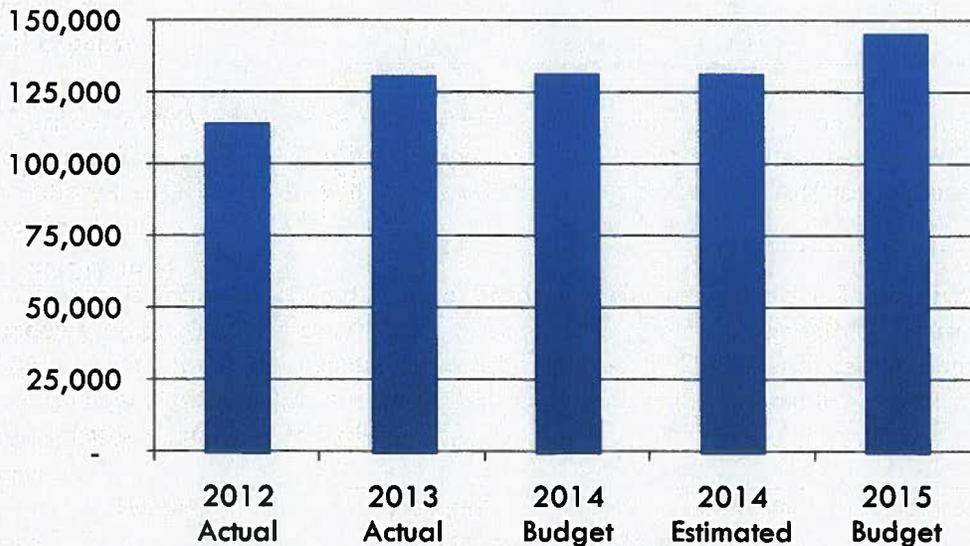
### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	84,111	92,625	96,000	96,000	97,925	2%
Personnel Services, Benefits	29,673	30,732	33,650	33,650	46,725	39%
Purchased Professional Services	1,413	692	2,500	2,500	1,500	-40%
Purchased Property Services	-	-	-	-	-	0%
Supplies	-	7,600	-	-	-	0%
<b>Subtotal</b>	<b>115,197</b>	<b>131,649</b>	<b>132,150</b>	<b>132,150</b>	<b>146,150</b>	<b>11%</b>
Capital	-	-	-	-	-	0%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>115,197</b>	<b>131,649</b>	<b>132,150</b>	<b>132,150</b>	<b>146,150</b>	<b>11%</b>

The purpose of this program is to give the youth in our community an opportunity to interact with officers in a meaningful and positive way, therefore building positive relationships in the community. In addition, the SRO's work with School District 51 and school staff to enhance the safety of our schools and our students.

The division is made of two full time School Resource Officers. Their responsibilities include overseeing all public schools in the city: Shelledy and Rimrock elementary, Fruita Middle School, the 8-9 School and Fruita Monument High School. The SRO's attend Crisis Team meetings, Safety Meetings, coordinate various safety drills, handle calls for service in the school, and when available assist patrol with in progress calls.

### Budget History



# Public Safety Department

## School Resource Officer

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### 2014 Accomplishments

- The full time SRO attended a School Resource Officer conference this year focusing on student/parent reunification procedures after critical incidents. The SRO and a patrol Sergeant jointly taught two "Teach Your Teen to Drive" classes at FMHS. The part time SRO, in cooperation with Colorado State Patrol, taught classes at FMHS on traffic laws and demonstrated a "roll-over" simulator. He also taught classes at the 8/9 School on "sexting" statutes.
- The full time SRO handled two high profile criminal cases originating out of the school. One case involved sexually exploitive videos sent via Snap Chat. The 6 month investigation resulted in the identification of a juvenile suspect in New Jersey, who then confessed to the activity involving 100's of young women. The suspect was convicted under New Jersey statutes. The SRO also assisted the *Investigation Division* on a second case originating out of the schools. This case involved a teacher and resulted in a conviction as well.

### 2015 Budget Highlights

- With a vacancy in the part time SRO position and a vacancy in the full time Police Services Technician (PST) position at the end of 2014, these positions were modified and the SRO position was upgraded for the 2015 Budget to a full time position resulting in two full time school resource officers for the 2015 budget and the PST position was modified from a full time to a part time position. Approximately 84% of the full time SRO positions are included in this budget for the school year and the remaining 16% is included in the Traffic and Patrol program.

### Goals and Objectives

- Continue to provide a police presence in and around the schools for improved safety and better communication with staff, students and parents.
- Monitor our partnership with the School District and recently instituted District 51 Security staff.
- Work with the Patrol Division to increase police presence in the schools.
- Begin the recruitment process for a replacement SRO, due to attrition.

# Public Safety Department

## School Resource Officer

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-421-61-4112	Salaries, Officers	49,978	52,832	53,225	53,225	86,775	63%
110-421-61-4120	Salaries, Part time	27,502	30,914	34,825	34,825	-	-100%
110-421-61-4130	Overtime	6,631	8,879	7,950	7,950	11,150	40%
		84,111	92,625	96,000	96,000	97,925	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-421-61-4210	Health Insurance	14,957	15,056	16,875	16,875	29,700	76%
110-421-61-4221	Medicare Payroll Expense	1,163	1,279	1,400	1,400	1,425	2%
110-421-61-4222	FPPA Death & Disability Insura	641	653	675	675	1,100	63%
110-421-61-4230	Retirement Contribution	-	-	-	-	-	0%
110-421-61-4231	Police Pension Payroll Expense	9,685	10,466	11,000	11,000	10,850	-1%
110-421-61-4250	Unemployment Insurance	252	278	300	300	300	0%
110-421-61-4260	Workers Compensation Insurance	2,975	3,000	3,400	3,400	3,350	-1%
		29,673	30,732	33,650	33,650	46,725	39%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-421-61-4310	Professional Development	1,413	692	2,500	2,500	1,500	-40%
		1,413	692	2,500	2,500	1,500	-40%
<b>PURCHASED PROPERTY SERVICES</b>							
110-421-61-4430	Service Contracts	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>SUPPLIES</b>							
110-421-61-4626	Fuel	-	7,600	-	-	-	0%
		-	7,600	-	-	-	0%
<b>CAPITAL</b>							
110-421-61-4743	Furniture and equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>SPECIAL PROJECTS</b>							
110-421-61-4842	Miscellaneous Contributions	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>		<b>115,197</b>	<b>131,649</b>	<b>132,150</b>	<b>132,150</b>	<b>146,150</b>	<b>11%</b>

# Public Safety Department

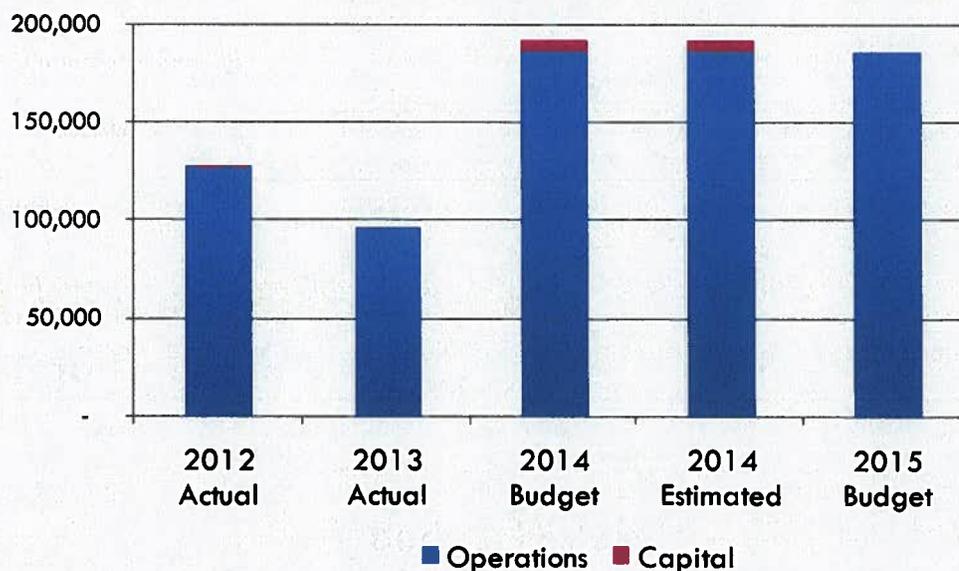
## Investigations

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	88,529	67,070	128,775	128,775	127,825	-1%
Personnel Services, Benefits	29,739	19,565	46,650	46,650	48,250	3%
Purchased Professional Services	1,547	2,110	4,000	4,000	2,500	-38%
Supplies	7,153	8,606	7,800	7,800	8,800	13%
<b>Subtotal</b>	<b>126,968</b>	<b>97,351</b>	<b>187,225</b>	<b>187,225</b>	<b>187,375</b>	<b>0%</b>
Capital	1,260	-	5,600	5,600	-	-100%
<b>Total Expense</b>	<b>128,228</b>	<b>97,351</b>	<b>192,825</b>	<b>192,825</b>	<b>187,375</b>	<b>-3%</b>

This division consists of two investigators who handle all major/complex crimes, to include financial crimes, sex offenses, felony property crimes, crimes against persons, suspicious death investigations, child abuse and any reported offense requiring investigative expertise or comprehensive follow up.

### Budget History



# Public Safety Department

## Investigations

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### 2014 Accomplishments

- The new detective attended *New Investigator training, Basic Crime Scene Training and Evidence Submission* and the *Grand Valley Leadership Academy*. The investigator assigned to the Critical Incident Response Team (CIRT) attended a *Force Science* class, which focused on officer involved critical incidents. The class was attended by area team members as well.
- A detective provided in house training to the patrol division and Lower Valley Fire Department on Hash Oil production/explosions.
- The detectives worked with patrol and Public Works on policing projects involving Little Salt Wash Park and Snooks Bottom park.
- Both detectives worked extensively on three complex cases involving child sex crimes, one involving a teacher at the 8/9 School. All cases were successfully prosecuted.
- The assignment of one detective to work swing shift has proven to be useful. Expertise is shared with patrol officers and working relationships have been strengthened.

### 2015 Budget Highlights

- With the legalization of marijuana, an additional \$1000 has been added to the *supplies* line item due to an increased number requests for chemical tests (blood draw panel) for DUI (Driving Under the Influence of Drugs) cases.

### Goals and Objectives

- Increase forensic evidence processing capability related to mobile devices and computers. Train detectives and other officers in up-to-date processing techniques.
- Continue and increase proactive internet investigations related to child enticement, pornography, and sex crimes.
- Continue and enhance tracking of registered sex offenders, parolees, and known career criminals.
- Participate in the Western Colorado Auto Theft Task Force to reduce automobile, motorcycle, bicycle, and equipment thefts.

# Public Safety Department

## Investigations

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-421-62-4112	Salaries, Officers	86,551	61,766	118,700	118,700	123,900	4%
110-421-62-4130	Overtime	1,978	5,304	10,075	10,075	3,925	-61%
		88,529	67,070	128,775	128,775	127,825	-1%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-421-62-4210	Health Insurance	12,387	5,928	23,500	23,500	24,650	5%
110-421-62-4221	Medicare Payroll Expense	1,262	945	1,875	1,875	1,850	-1%
110-421-62-4222	FPPA Death & Disability Insura	705	729	1,475	1,475	1,500	2%
110-421-62-4230	Retirement Contribution	-	-	-	-	-	0%
110-421-62-4231	Police Pension Payroll Expense	10,819	7,720	14,850	14,850	15,500	4%
110-421-62-4250	Unemployment Insurance	266	201	400	400	400	0%
110-421-62-4260	Workers Compensation Insurance	4,300	4,042	4,550	4,550	4,350	-4%
		29,739	19,565	46,650	46,650	48,250	3%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-421-62-4310	Professional Development	1,547	2,110	4,000	4,000	2,500	-38%
		1,547	2,110	4,000	4,000	2,500	-38%
<b>SUPPLIES</b>							
110-421-62-4612	Supplies	7,153	8,606	7,800	7,800	8,800	13%
110-421-62-4661	Uniforms and Safety Equipment	-	-	-	-	-	0%
		7,153	8,606	7,800	7,800	8,800	13%
<b>CAPITAL</b>							
110-421-62-4743	Furniture and equipment	-	-	-	-	-	0%
110-421-62-4744	Computer Equipment	1,260	-	5,600	5,600	-	-100%
		1,260	-	5,600	5,600	-	-100%
<b>TOTAL EXPENDITURES</b>		<b>128,228</b>	<b>97,351</b>	<b>192,825</b>	<b>192,825</b>	<b>187,375</b>	<b>-3%</b>

# Public Safety Department

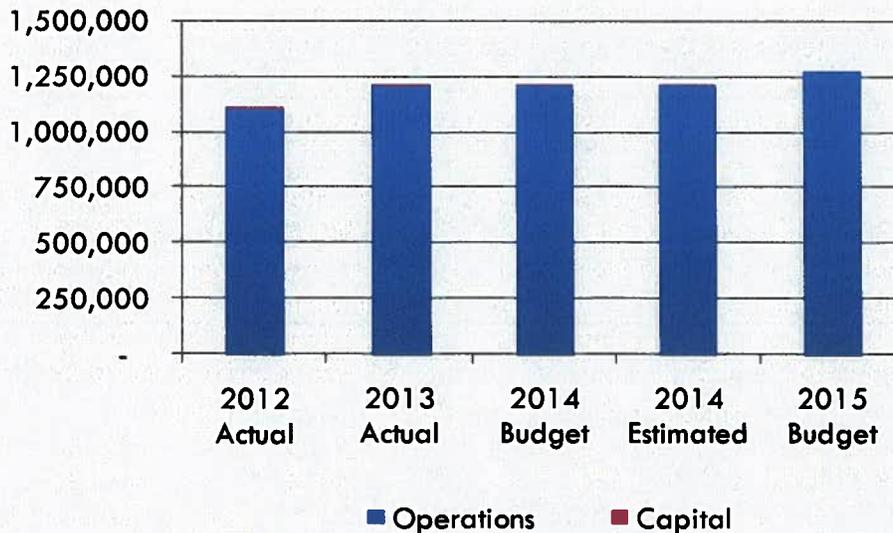
## Traffic and Patrol

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	650,934	699,445	679,850	679,850	706,325	4%
Personnel Services, Benefits	240,329	259,124	263,650	263,650	284,250	8%
Purchased Professional Services	7,120	11,427	10,000	10,000	11,000	10%
Other Purchased Services	202,950	223,342	246,500	246,500	257,150	4%
Supplies	19,308	29,643	19,525	19,525	24,500	25%
<b>Subtotal</b>	<b>1,120,641</b>	<b>1,222,981</b>	<b>1,219,525</b>	<b>1,219,525</b>	<b>1,283,225</b>	<b>5%</b>
Capital	1,154	1,152	2,100	2,100	-	-100%
<b>Total Expense</b>	<b>1,121,795</b>	<b>1,224,133</b>	<b>1,221,625</b>	<b>1,221,625</b>	<b>1,283,225</b>	<b>5%</b>

The patrol division consists of two patrol sergeants, two corporals, seven officers, one of which is a K-9 handler and one reserve officer. In addition, the two SRO officers are included in Traffic and Patrol during times when schools are not in session. The responsibilities of the division encompass all aspects of law enforcement and community relations. Officers handle calls for service generated through the Grand Junction Regional Communications Center as well as self initiated activity, community policing projects, crime prevention and assistance to the School Resource Officers.

### Budget History



# Public Safety Department

## Traffic and Patrol

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### 2014 Accomplishments

- The patrol division provided support to the Riverfront Concert series this year providing police planning, presence and traffic direction.
- Officers worked on various policing projects to include the third annual Junior Police Academy, and the Bike Rodeo - held in collaboration with the Parks & Recreation Department in August. A bike safety inspection and the Bike Registration program were both incorporated into the rodeo.
- All department members participated in Ethics training, presented by Retired Rifle Chief Daryl Meisner. Annual Driving training was conducted for the first time at the Colorado Law Enforcement Training Center, located in Whitewater. In 2014, the *Below 100* curriculum, a national program with the goal of keeping officer deaths below 100 through officer safety tactics and safe driving skills, was included with the training. One patrol officer attended PIO (Public Information Officer) training to assist the one Sergeant working in that capacity.
- Sgt. John Coughran was voted "*Best Law Enforcement Officer - Local's Choice*" by the Grand Junction Free Press.
- The police department page on the City of Fruita website was updated and revamped by Officer Young, which required many hours and a great deal of effort.

### 2015 Budget Highlights

- Dispatch Center costs are budgeted to increase 4% in 2015.
- The Supply account was increased \$1000 due to the increase in the number of flash drives purchased for data submission into evidence. The increase includes dog food for the K-9 program.
- The Uniform & Safety account was increased \$3000 for TASER replacement. There were 5 TASERS outside the 5 year lifespan, with 2 being replaced in 2014 leaving 3 to replace in 2015.
- The Training account was increased \$1000 in preparation for POST mandated training in 2015.
- This will be the first year the POST board has established minimum training requirements for Colorado agencies and it is not known what POST approved training will consist of.
- Upgrade two patrol officers to the position of Corporal with a 3% pay increase. Due to the complexity of the types of calls being handled during the hours when a Sergeant is absent, the upgrade was requested in order to provide supervision and accountability.
- The two SRO officers are included in the Traffic and Patrol budget when school is not in session.

# **Public Safety Department**

## **Traffic and Patrol**

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### **Goals and Objectives**

- Continue to provide professional police services to the community, focusing on the overall safety of the city and thereby improving the quality of life.
- Monitor and adjust scheduling to most effectively incorporate the Corporal positions.
- Research the use of *Body Worn Cameras* (BWC's) for 2016 equipment consideration.
- Increase patrol presence in the schools during class time.
- Maintain specialized training and POST training for job enrichment, supervisory potential and increased levels of expertise in the Patrol division.
- Establish a relationship with CMU – WCCC Police Academy through shared teaching opportunities. This will provide enrichment for officers as well as supporting future recruitment opportunities.

# Public Safety Department

## Traffic and Patrol

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-421-64-4112	Salaries, Officers	591,382	644,129	619,350	619,350	642,650	4%
110-421-64-4120	Part Time	(440)	-	-	-	-	0%
110-421-64-4130	Overtime	59,992	55,316	60,500	60,500	63,675	5%
		650,934	699,445	679,850	679,850	706,325	4%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-421-64-4210	Health Insurance	123,854	135,021	142,750	142,750	159,625	12%
110-421-64-4220	FICA Payroll Expense	-	-	-	-	-	0%
110-421-64-4221	Medicare Payroll Expense	9,329	10,001	9,875	9,875	10,250	4%
110-421-64-4222	FPPA Death & Disability	7,175	7,369	7,550	7,550	7,850	4%
110-421-64-4230	Retirement Contribution	-	-	-	-	-	0%
110-421-64-4231	Police Pension	73,868	80,520	77,425	77,425	80,350	4%
110-421-64-4250	Unemployment Insurance	1,953	2,063	2,050	2,050	2,125	4%
110-421-64-4260	Workers Compensation Ins	24,150	24,150	24,000	24,000	24,050	0%
		240,329	259,124	263,650	263,650	284,250	8%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-421-64-4310	Professional Development	7,120	11,427	10,000	10,000	11,000	10%
110-421-64-4375	Moving Expenses	-	-	-	-	-	0%
		7,120	11,427	10,000	10,000	11,000	10%
<b>OTHER PURCHASED SERVICES</b>							
110-421-64-4535	Dispatch Center	202,950	223,342	246,500	246,500	257,150	4%
110-421-64-4541	K-9 Services	-	-	-	-	-	0%
		202,950	223,342	246,500	246,500	257,150	4%
<b>SUPPLIES</b>							
110-421-64-4612	Supplies and Equipment	6,430	7,901	6,500	6,500	7,500	15%
110-421-64-4615	Ammunition	3,437	3,862	4,000	4,000	4,000	0%
110-421-64-4661	Uniforms - Safety Equip	9,441	17,880	9,025	9,025	13,000	44%
		19,308	29,643	19,525	19,525	24,500	25%
<b>CAPITAL</b>							
110-421-64-4742	Mobile Equipment	-	-	-	-	-	0%
110-421-64-4743	Furniture and Equipment	1,154	-	2,100	2,100	-	-100%
110-421-64-4744	Computer equipment	-	1,152	-	-	-	0%
		1,154	1,152	2,100	2,100	-	-100%
<b>TOTAL EXPENDITURES</b>		<b>1,121,795</b>	<b>1,224,133</b>	<b>1,221,625</b>	<b>1,221,625</b>	<b>1,283,225</b>	<b>5%</b>

# Public Safety Department

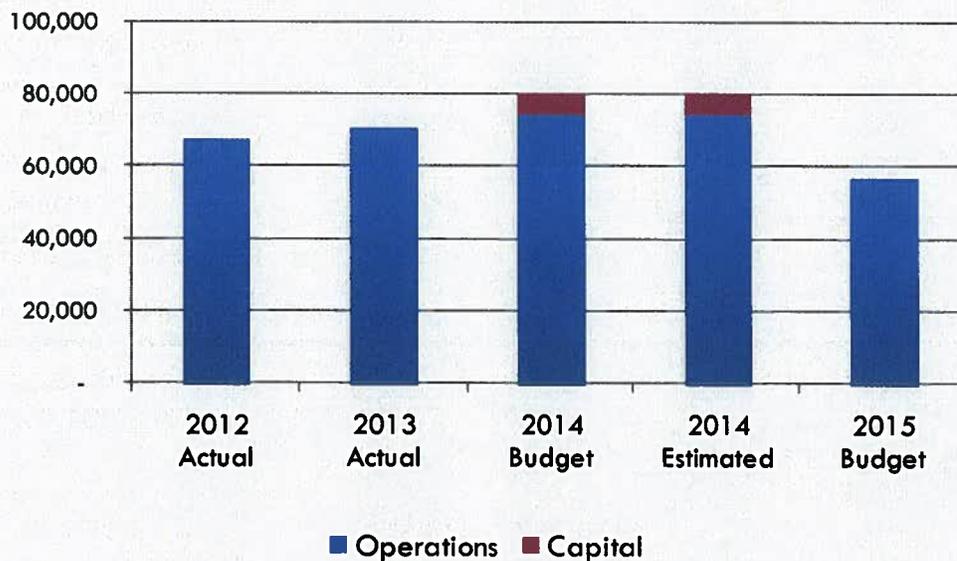
## Police Support Services

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	49,286	50,629	52,475	52,475	43,500	-17%
Personnel Services, Benefits	12,901	13,109	14,025	14,025	6,025	-57%
Purchased Professional Services	159	315	1,500	1,500	1,000	-33%
Other Purchased Services	5,176	7,141	5,800	5,800	5,800	0%
Supplies	334	108	900	900	700	-22%
<b>Subtotal</b>	<b>67,856</b>	<b>71,302</b>	<b>74,700</b>	<b>74,700</b>	<b>57,025</b>	<b>-24%</b>
Capital	-	-	5,500	5,500	-	-100%
<b>Total Expense</b>	<b>67,856</b>	<b>71,302</b>	<b>80,200</b>	<b>80,200</b>	<b>57,025</b>	<b>-29%</b>

This division is comprised of one part time Police Service Technician (PST) whose primary duty is animal control. The PST also handles evidence duties, non-emergency calls for service, abandoned vehicles and cold counter reports. The division also includes one part time Evidence Technician who handles evidence duties exclusively.

### Budget History



# **Public Safety Department**

## **Police Support Services**

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### **2014 Accomplishments**

- Worked with Mesa County Animal Control to reduce impounds during the building remodel in 2014. The PST responsible for Animal Control attended Animal Cruelty/Hoarding training.
- An inventory was conducted of all evidence held; the cases were checked to make sure items were stored and documented in the correct location and final disposition was up to date.
- The Evidence Technician coordinated with Mesa County evidence personnel and IT to build and implement the Q-Tel evidence software. As a result of implementation, all officers were trained on the new system, which is paperless and will allow the officers and the District Attorney's Office to view and copy digital images.

### **2015 Budget Highlights**

- The Police Services Technician will be converted from a full time position to a part time position in the 2015 Budget. This allowed for two full time SRO positions in the 2015 Budget.

### **Goals and Objectives**

- Hire and train a PST/Animal Control Officer
- Continue to provide quality animal services to the City and cooperative efforts with Mesa County Animal Control.
- The Lieutenant will be attending Evidence Facility management training.
- Monitor the evidence facility to maintain best practices and standards.

# Public Safety Department

## Police Support Services

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-421-65-4111	Salaries, Civilian	34,993	36,125	36,325	36,325	-	-100%
110-421-65-4120	Salaries, Part time	14,293	14,478	15,625	15,625	43,200	176%
110-421-65-4130	Overtime	-	26	525	525	300	-43%
		49,286	50,629	52,475	52,475	43,500	-17%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-421-65-4210	Health Insurance	5,890	5,927	6,625	6,625	-	-100%
110-421-65-4220	FICA Payroll Expense	3,055	3,123	3,250	3,250	2,700	-17%
110-421-65-4221	Medicare Payroll Expense	715	730	775	775	625	-19%
110-421-65-4230	Retirement Contribution	2,218	2,277	2,375	2,375	1,950	-18%
110-421-65-4250	Unemployment Insurance	148	152	175	175	150	-14%
110-421-65-4260	Workers Compensation Insurance	875	900	825	825	600	-27%
		12,901	13,109	14,025	14,025	6,025	-57%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-421-65-4310	Professional Development	159	315	1,500	1,500	1,000	-33%
		159	315	1,500	1,500	1,000	-33%
<b>PURCHASED PROPERTY SERVICES</b>							
110-421-65-4430	Service Contracts	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>OTHER PURCHASED SERVICES</b>							
110-421-65-4540	Animal Control Services	5,176	7,141	5,800	5,800	5,800	0%
		5,176	7,141	5,800	5,800	5,800	0%
<b>SUPPLIES</b>							
110-421-65-4612	Supplies and Tools	334	108	400	400	300	-25%
110-421-65-4661	Uniforms and Safety Equipment	-	-	500	500	400	-20%
		334	108	900	900	700	-22%
<b>CAPITAL</b>							
110-421-65-4742	Mobile Equipment	-	-	-	-	-	0%
110-421-65-4743	Furniture and equipment	-	-	-	-	-	0%
110-421-65-4744	Computer equipment	-	-	5,500	5,500	-	-100%
		-	-	5,500	5,500	-	-100%
<b>TOTAL EXPENDITURES</b>		<b>67,856</b>	<b>71,302</b>	<b>80,200</b>	<b>80,200</b>	<b>57,025</b>	<b>-29%</b>

# **Public Safety Department**

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# Public Works Department

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Public Works Department

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# Public Works Department

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Public Works Department

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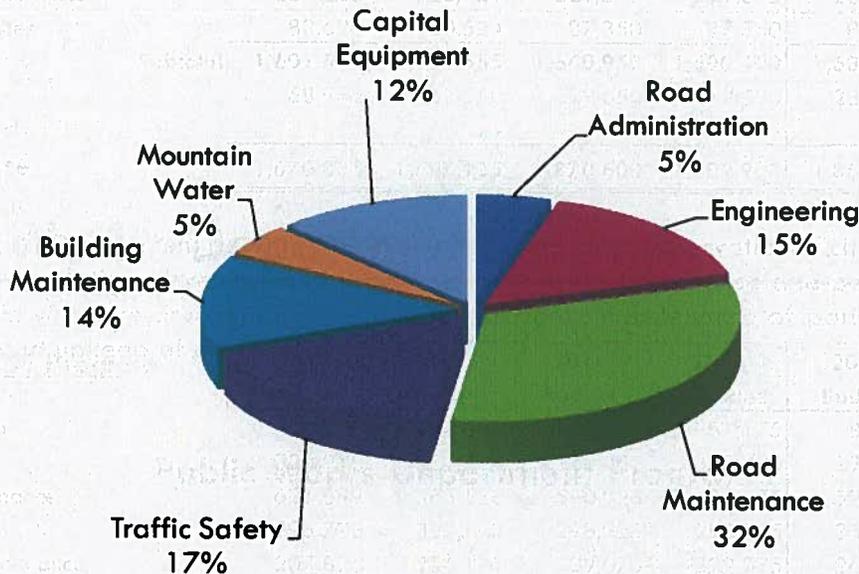
Public Works Department

# Public Works Department

<b>Expenses by Program</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
Administration	65,797	74,092	87,175	87,175	87,950	1%
Engineering	320,978	324,484	348,400	348,400	290,475	-17%
Road Maintenance	621,899	585,136	590,025	539,475	596,375	1%
Traffic Safety	296,773	323,198	298,925	298,925	314,375	5%
Building Maintenance	207,826	226,121	229,075	229,075	260,500	14%
Mountain Water	88,620	100,524	87,350	87,350	88,025	1%
<b>Subtotal</b>	<b>1,601,893</b>	<b>1,633,555</b>	<b>1,640,950</b>	<b>1,590,400</b>	<b>1,637,700</b>	<b>0%</b>
Capital	68,942	63,550	229,650	212,500	231,600	1%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>1,670,835</b>	<b>1,697,105</b>	<b>1,870,600</b>	<b>1,802,900</b>	<b>1,869,300</b>	<b>0%</b>

The Public Works Department provides for the maintenance and preservation of city streets, the safe and effective circulation of vehicular and pedestrian traffic, maintenance and preservation of the City's mountain water reservoirs, pipeline and water rights, maintenance of parks and trails, and maintenance and upkeep of city owned buildings.

## Public Works Department Programs

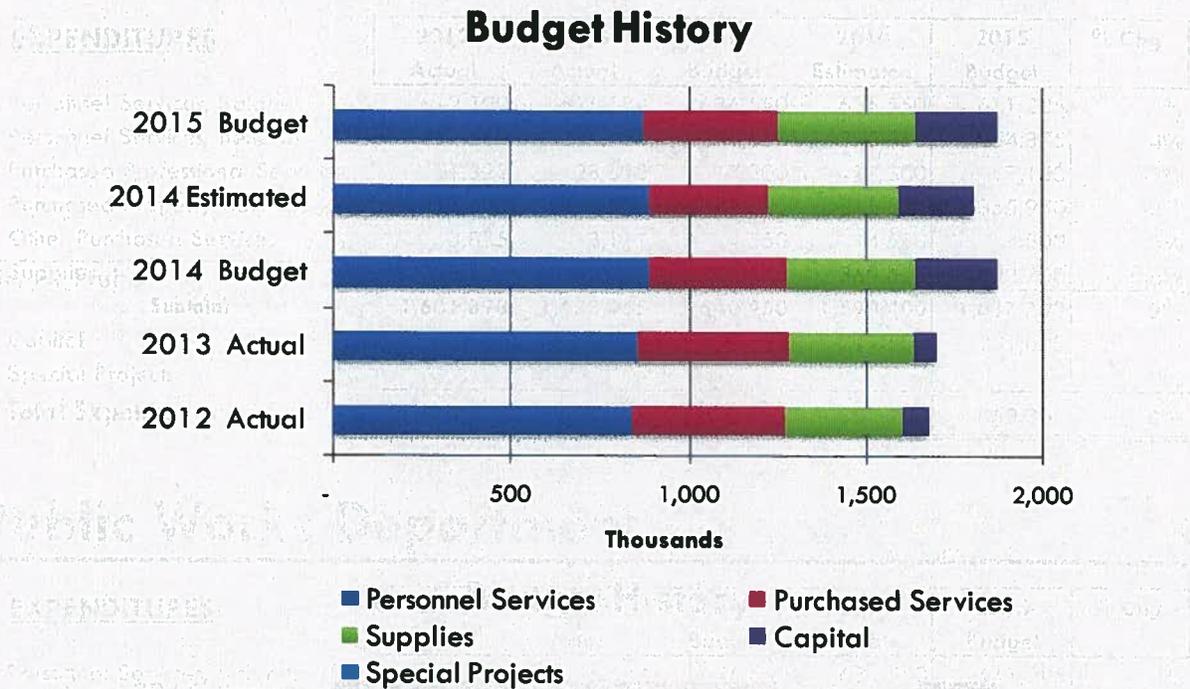


# Public Works Department

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	612,700	616,684	636,550	636,550	611,225	-4%
Personnel Services, Benefits	224,669	231,458	245,850	245,850	254,875	4%
Purchased Professional Services	11,322	28,818	17,300	17,300	17,150	-1%
Purchased Property Services	413,540	393,700	367,025	316,525	355,950	-3%
Other Purchased Services	3,835	3,111	4,550	4,550	4,800	5%
Supplies	335,827	359,784	369,675	369,625	393,700	6%
<b>Subtotal</b>	<b>1,601,893</b>	<b>1,633,555</b>	<b>1,640,950</b>	<b>1,590,400</b>	<b>1,637,700</b>	<b>0%</b>
Capital	68,942	63,550	229,650	212,500	231,600	1%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>1,670,835</b>	<b>1,697,105</b>	<b>1,870,600</b>	<b>1,802,900</b>	<b>1,869,300</b>	<b>0%</b>

## Budget History



# Public Works Department

## Personnel

The 2015 Budget includes the elimination of the project manager position in the engineering program as a result of attrition. This position is not being refilled at this time. Reclassification of positions include the addition of a crew leader position, a mechanic II position and a Class C operator and the elimination of a maintenance worker I, a mechanic I position, and a Class D operator.

<b>PART TIME AND SEASONAL</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Administrative Clerk	0	0	0	0.5
Seasonal Maintenance Worker	4.5	4.5	4.5	4.0
<b>SUBTOTAL</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>
<b>FULL TIME</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Public Works Director	1	1	1	1
Public Works Superintendent	1	1	1	1
Wastewater Treatment Plant Superintendent	1	1	1	1
Class A Operator	1	1	0	0
Class C Operator	1	1	0	1
Class D Operator	1	1	3	2
City Engineer	1	1	1	1
Construction Inspector/Plan Review Engineer	1	1	1	1
Designer/GIS Technician	1	1	1	1
Project Manager	1	1	1	0
Crew Leader	1	1	1	2
Mechanic I	1	1	1	0
Mechanic II	1	1	1	2
Administrative Technician	1	1	1	1
Maintenance Worker 1	5	4	4	3
Maintenance Worker 2	3	4	4	4
Senior Maintenance Worker 1	3	3	3	3
<b>SUBTOTAL</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>24</b>
<b>TOTAL</b>	<b>29.5</b>	<b>29.5</b>	<b>29.5</b>	<b>28.5</b>

# Public Works Department

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
4111	Salaries, Engineering	201,206	221,193	225,125	225,125	188,125	-16%
4113	Salaries, Public Works	334,062	346,849	350,950	350,950	360,725	3%
4120	Part Time	66,966	32,929	47,225	47,225	44,700	-5%
4130	Overtime	10,466	15,713	13,250	13,250	17,675	33%
		612,700	616,684	636,550	636,550	611,225	-4%
<b>PERSONNEL SERVICES, BENEFITS</b>							
4210	Health Insurance	128,679	136,454	148,175	148,175	160,400	8%
4220	FICA Payroll Expense	36,981	36,987	40,625	40,625	37,950	-7%
4221	Medicare Payroll Expense	8,649	8,650	9,450	9,450	8,900	-6%
4230	Retirement Contribution	24,747	25,546	27,200	27,200	24,775	-9%
4250	Unemployment Insurance	1,838	1,846	1,975	1,975	1,875	-5%
4260	Workers Compensation Insurance	23,775	21,975	18,425	18,425	20,975	14%
		224,669	231,458	245,850	245,850	254,875	4%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
4310	Professional Development	5,167	3,545	7,900	7,900	7,150	-9%
4330	Legal Fees	4,242	23,066	4,400	4,400	5,000	14%
4335	Engineering	1,913	2,207	5,000	5,000	5,000	0%
		11,322	28,818	17,300	17,300	17,150	-1%
<b>PURCHASED PROPERTY SERVICES</b>							
4426	Water Line Repair	6,352	7,193	7,300	7,300	7,000	-4%
4427	Reservoir Maintenance	4,273	3,714	4,400	4,400	4,000	-9%
4430	Service Contracts	34,061	35,993	41,175	41,175	42,700	4%
4431	Landscaping	-	-	-	-	800	#DIV/0!
4435	Fleet Maintenance Charges	104,900	114,425	122,600	122,600	115,450	-6%
4440	Building Maintenance	19,598	17,490	15,000	15,000	15,000	0%
4442	Equipment Rental	-	-	-	-	2,000	#DIV/0!
4450	Road Repair & Maintenance	100,692	69,557	105,000	105,000	65,000	-38%
4451	Chipsealing and Patching	143,026	145,328	62,125	12,125	100,000	61%
4452	Drainage	68	-	500	-	2,000	300%
4453	Traffic Calming	570	-	8,925	8,925	2,000	-78%
		413,540	393,700	367,025	316,525	355,950	-3%
<b>OTHER PURCHASED SERVICES</b>							
4530	Telephone	3,036	2,952	3,550	3,550	3,550	0%
4550	Printing	386	134	500	500	750	50%
4551	Publishing	413	25	500	500	500	0%
		3,835	3,111	4,550	4,550	4,800	5%
<b>SUPPLIES</b>							
4610	Office Supplies	4,101	3,365	4,500	4,500	4,500	0%
4611	Postage	200	100	100	100	100	0%
4612	Supplies and Tools	29,726	23,969	30,325	30,375	34,000	12%
4620	Utilities	46,005	63,145	65,000	65,000	80,000	23%
4621	Street Lighting	166,036	172,592	170,000	170,000	174,000	2%
4626	Fuel	52,465	56,062	56,375	55,375	56,000	-1%

# Public Works Department

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>SUPPLIES (continued)</b>							
4641	Snow and Ice Removal	9,421	14,664	10,000	10,000	10,000	0%
4642	Signs and Paint	23,005	20,354	25,675	25,675	25,500	-1%
4651	Weed Control	1,771	2,785	4,000	4,000	4,000	0%
4661	Uniforms	1,909	2,191	3,150	3,150	3,150	0%
4662	Safety Equipment	1,188	557	550	1,450	2,450	345%
		335,827	359,784	369,675	369,625	393,700	6%
<b>CAPITAL</b>							
4742	Mobile Equipment	67,812	44,910	219,650	202,500	227,600	4%
4743	Furniture and Equipment	1,130	13,240	10,000	10,000	-	-100%
4744	Computer Equipment	-	5,400	-	-	4,000	N/A
		68,942	63,550	229,650	212,500	231,600	1%
<b>SPECIAL PROJECTS</b>							
4822	Electrical and HVAC Imp.	-	-	-	-	-	0%
4825	US 6 Access Control Plan	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL PUBLIC WORKS EXPENDITURES</b>		<b>1,670,835</b>	<b>1,697,105</b>	<b>1,870,600</b>	<b>1,802,900</b>	<b>1,869,300</b>	<b>0%</b>

# Public Works Department

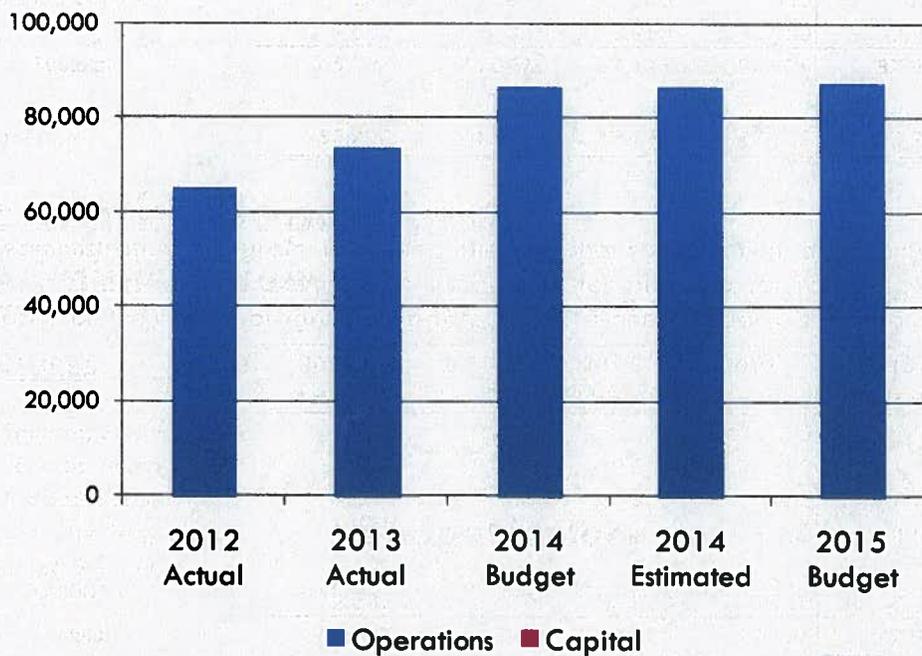
## Road Administration

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	44,993	49,229	54,325	54,325	56,600	4%
Personnel Services, Benefits	15,004	18,489	19,500	19,500	21,775	12%
Purchased Professional Services	488	384	900	900	750	-17%
Purchased Property Services	2,381	2,252	8,200	8,200	4,575	-44%
Other Purchased Services	299	301	300	300	300	0%
Supplies	2,632	3,437	3,950	3,950	3,950	0%
<b>Subtotal</b>	<b>65,797</b>	<b>74,092</b>	<b>87,175</b>	<b>87,175</b>	<b>87,950</b>	<b>1%</b>
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>65,797</b>	<b>74,092</b>	<b>87,175</b>	<b>87,175</b>	<b>87,950</b>	<b>1%</b>

The Road Administration program is responsible for the coordination and control of streets, rights-of-way and surface improvements to streets. Master planning for road replacements and upgrades based on the PACER program is updated on a tri-annual basis with improvements added yearly.

### Budget History



# Public Works Department

## Road Administration

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### **2014 Accomplishments**

- Completed the annual HUTF report for the Colorado Department of Transportation. This report updates the road miles of streets in the City as well as provides general conditions for CDOT reference.
- Completed the 5 year road repair, replacement and maintenance plan for use by the Road Maintenance crew and the 5 year Capital Improvements Plan.
- Completed the update of the tri-annual "PACER" program for street evaluation.

### **2015 Budget Highlights**

- The annual update and planning for street improvements and routine maintenance will continue to follow the tri-annual "PACER" program for road evaluation and improvements.
- Continue the chipseal program for increasing life expectancy.

### **Goals and Objectives**

- Continue the aggressive scheduling of chipseal, crack sealing, patching and overlays throughout the City.
- Coordinate the project bidding and construction of street overlays through the Engineering Division.
- The Public Works Department will continue to identify street improvement projects as well as ongoing repair and maintenance priorities for City streets.

# Public Works Department

## Road Administration

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-431-50-4113	Salaries, Public Works	44,881	49,165	54,075	54,075	49,500	-8%
110-431-50-4120	Salaries, Part time	-	-	-	-	7,100	
110-431-50-4130	Overtime	112	64	250	250	-	-100%
		44,993	49,229	54,325	54,325	56,600	4%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-431-50-4210	Health Insurance	8,850	11,822	11,850	11,850	14,500	22%
110-431-50-4220	FICA Payroll Expense	2,694	2,944	3,375	3,375	3,525	4%
110-431-50-4221	Medicare Payroll Expense	630	688	800	800	825	3%
110-431-50-4230	Retirement Contribution	2,020	2,212	2,450	2,450	2,250	-8%
110-431-50-4250	Unemployment Insurance	135	148	175	175	175	0%
110-431-50-4260	Workers Compensation Ins	675	675	850	850	500	-41%
		15,004	18,489	19,500	19,500	21,775	12%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-431-50-4310	Professional Development	488	384	900	900	750	-17%
		488	384	900	900	750	-17%
<b>PURCHASED PROPERTY SERVICES</b>							
110-431-50-4430	Service Contracts	1,481	1,352	1,900	1,900	2,500	32%
110-431-50-4435	Fleet Maintenance Charges	900	900	6,300	6,300	2,075	-67%
		2,381	2,252	8,200	8,200	4,575	-44%
<b>OTHER PURCHASED SERVICES</b>							
110-431-50-4530	Telephone	299	301	300	300	300	0%
		299	301	300	300	300	0%
<b>SUPPLIES</b>							
110-431-50-4610	Office Supplies	937	1,194	1,500	1,500	1,500	0%
110-431-50-4626	Fuel	1,545	2,129	2,100	2,100	2,100	0%
110-431-50-4661	Uniforms & Safety Equipment	150	114	350	350	350	0%
		2,632	3,437	3,950	3,950	3,950	0%
<b>CAPITAL</b>							
110-431-50-4742	Mobile Equipment	-	-	-	-	-	0%
110-431-50-4743	Furniture and equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL ROAD ADMINISTRATION</b>		<b>65,797</b>	<b>74,092</b>	<b>87,175</b>	<b>87,175</b>	<b>87,950</b>	<b>1%</b>

# Public Works Department

## Road Maintenance

### EXPENDITURES

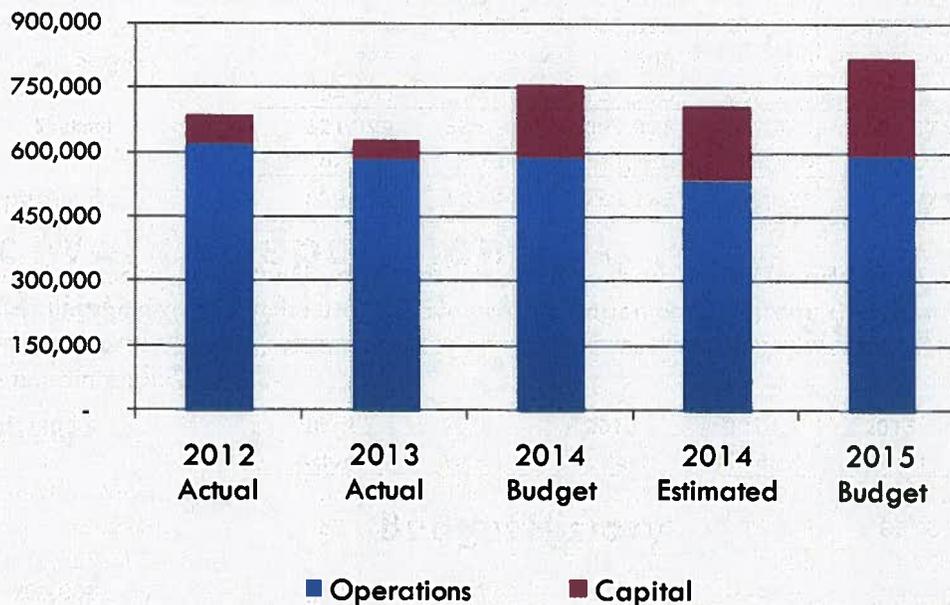
	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	166,771	159,534	185,025	185,025	179,525	-3%
Personnel Services, Benefits	67,851	59,609	75,775	75,775	82,000	8%
Purchased Professional Services	1,717	821	1,700	1,700	1,900	12%
Purchased Property Services	330,310	313,235	269,525	219,025	273,600	2%
Other Purchased Services	375	383	500	500	500	0%
Supplies	54,875	51,554	57,500	57,450	58,850	2%
<b>Subtotal</b>	<b>621,899</b>	<b>585,136</b>	<b>590,025</b>	<b>539,475</b>	<b>596,375</b>	<b>1%</b>
Capital	67,812	50,310	171,150	171,150	227,600	33%
<b>Total Expense</b>	<b>689,711</b>	<b>635,446</b>	<b>761,175</b>	<b>710,625</b>	<b>823,975</b>	<b>8%</b>

The Road Maintenance program is designed to replace and repair roads, to extend the life expectancy of the roads through the use of pavement management programs and to provide routine maintenance such as sweeping, storm drainage, right-of-way mowing, streetscaping and storm water system maintenance.

### EXPENDITURES

2012	2013	2014	2014	2015	% Chg.
Actual	Actual	Budget	Estimated	Budget	

### Budget History



# Public Works Department

## Road Maintenance

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### 2014 Accomplishments

- There were no streets chip sealed in 2014.
- City crews patched 39,000 square feet of streets.
- Maintenance also included magnesium chloride applications and grading of gravel roads.
- Road Maintenance anticipates applying crack seal this year to seal City streets.

### 2015 Budget Highlights

- Completion of slurry seal to extend street life expectancy
- Provide an aggressive asphalt patching program
- Continue the milling and overlay program
- The 2015 Budget includes the replacement of:
  - a dump truck upgraded to a 15 yard dump truck- \$195,000
  - a portable generator upgraded to 3,000 kv - \$3,000
  - a trailer upgraded to a 3 axle 60,000 pound trailer - \$29,600

### Goals

- The 2015 goal is to continue the aggressive road maintenance program through patching, chip sealing and crack sealing throughout the year.
- The overlay program based on the tri-annual update of the "PACER" road evaluation program will continue with streets that are in need of overlays scheduled.
- The hazardous tree removal and street sweeping programs will continue.

### Objectives

- Apply the effective use of development impact fees for chip/slurry seal programs and road improvements.
- Continue with the high level of chip/slurry sealing to extend the life of residential roads
- Continue with the mill and overlay program as outlined in the Pacer program of road evaluations.
- Continue the present level of overlay and replacement of streets that have a very low usability score ("PACER" score).

# Public Works Department

## Road Maintenance

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-431-51-4113	Salaries, Public Works	135,945	137,291	147,975	147,975	150,900	2%
110-431-51-4120	Part Time	29,323	19,239	34,600	34,600	24,500	-29%
110-431-51-4130	Overtime	1,503	3,004	2,450	2,450	4,125	68%
		166,771	159,534	185,025	185,025	179,525	-3%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-431-51-4210	Health Insurance	36,304	29,689	45,200	45,200	49,675	10%
110-431-51-4220	FICA Payroll Expense	10,208	9,941	12,100	12,100	11,150	-8%
110-431-51-4221	Medicare Payroll Expense	2,387	2,325	2,725	2,725	2,600	-5%
110-431-51-4230	Retirement Contribution	6,277	6,168	7,175	7,175	6,800	-5%
110-431-51-4250	Unemployment Insurance	500	486	575	575	550	-4%
110-431-51-4260	Workers Compensation Ins	12,175	11,000	8,000	8,000	11,225	40%
		67,851	59,609	75,775	75,775	82,000	8%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-431-51-4310	Professional Development	1,717	821	1,700	1,700	1,900	12%
		1,717	821	1,700	1,700	1,900	12%
<b>PURCHASED PROPERTY SERVICES</b>							
110-431-51-4430	Service Contracts	1,524	2,350	2,700	2,700	4,000	48%
110-431-51-4431	Landscaping	-	-	-	-	800	N/A
110-431-51-4435	Fleet Maintenance Charges	85,000	96,000	99,200	99,200	99,800	1%
110-431-51-4442	Equipment Rental	-	-	-	-	2,000	N/A
110-431-51-4450	Road Repair & Maintenance	100,692	69,557	105,000	105,000	65,000	-38%
110-431-51-4451	Chipsealing and Patching	143,026	145,328	62,125	12,125	100,000	61%
110-431-51-4452	Drainage	68	-	500	-	2,000	300%
		330,310	313,235	269,525	219,025	273,600	2%
<b>OTHER PURCHASED SERVICES</b>							
110-431-51-4530	Telephone	375	383	500	500	500	0%
		375	383	500	500	500	0%
<b>SUPPLIES</b>							
110-431-51-4612	Supplies and Tools	11,989	7,735	10,950	11,000	11,000	0%
110-431-51-4626	Fuel	38,835	39,119	41,000	40,000	41,400	1%
110-431-51-4651	Weed Control	1,771	2,785	4,000	4,000	4,000	0%
110-431-51-4661	Uniforms	1,174	1,379	1,200	1,200	1,200	0%
110-431-51-4662	Safety Equipment	1,106	536	350	1,250	1,250	257%
		54,875	51,554	57,500	57,450	58,850	2%
<b>CAPITAL</b>							
110-431-51-4742	Mobile Equipment	67,812	44,910	171,150	171,150	227,600	33%
110-431-51-4744	Computer Equipment	-	5,400	-	-	-	0%
		67,812	50,310	171,150	171,150	227,600	33%
<b>TOTAL ROAD MAINTENANCE</b>		<b>689,711</b>	<b>635,446</b>	<b>761,175</b>	<b>710,625</b>	<b>823,975</b>	<b>8%</b>

# Public Works Department

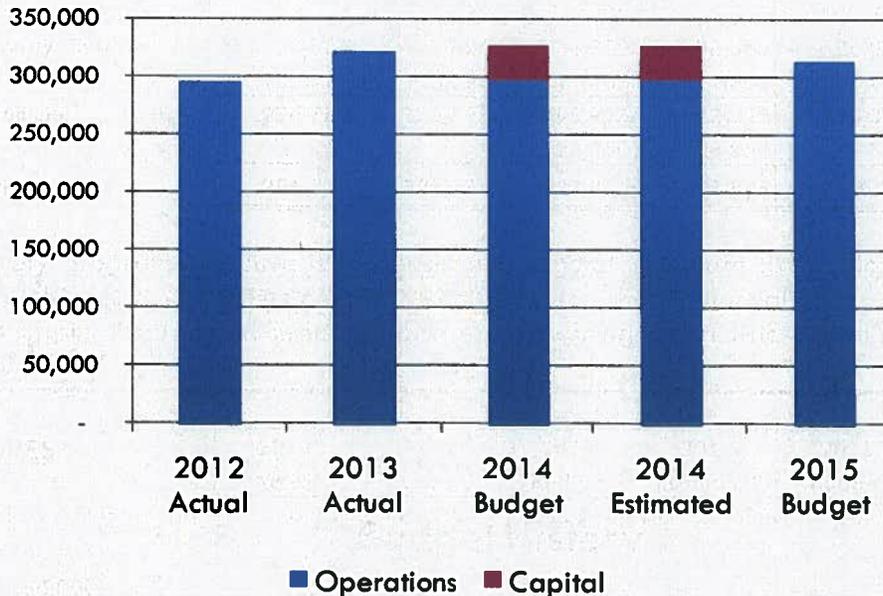
## Traffic Safety

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	50,847	57,576	37,625	37,625	50,025	33%
Personnel Services, Benefits	15,463	21,522	12,900	12,900	20,375	58%
Purchased Professional Services	-	330	300	300	500	67%
Purchased Property Services	24,569	27,826	36,300	36,300	26,075	-28%
Supplies	205,894	215,944	211,800	211,800	217,400	3%
<b>Subtotal</b>	<b>296,773</b>	<b>323,198</b>	<b>298,925</b>	<b>298,925</b>	<b>314,375</b>	<b>5%</b>
Capital	-	-	28,950	28,950	-	-100%
<b>Total Expense</b>	<b>296,773</b>	<b>323,198</b>	<b>327,875</b>	<b>327,875</b>	<b>314,375</b>	<b>-4%</b>

The Traffic Safety program objective is to design and regulate the safe traffic flow for vehicles, pedestrians and bicycles. This program is responsible for snow removal, curb and crosswalk painting, street striping, traffic and street signage, street lighting and traffic control permits (TCPs).

### Budget History



# **Public Works Department**

## **Traffic Safety**

---

### **2014 Accomplishments**

- A traffic control software program was used in traffic control for everyday street operations and projects, as well as for City traffic control (TCP) plans for festivals and special events.
- Public Works provided traffic control for paving and special events, saving a substantial cost for City projects.
- All school zones and high use crosswalks are marked with thermal plastic.
- Annual street striping was completed by an outside contractor.
- The City continued evaluation of street traffic using automated traffic counter systems.
- Replaced signs as needed in accordance with MUTCD retroreflectivity requirements. All safe route signs and lights are maintained during the school year.
- Three new street lights were installed to provide better lighting for pedestrians.

### **2015 Budget Highlights**

- Continue improvements of traffic and pedestrian safety through coordination with the Safety Committee to enhance the signage and general pedestrian safety.
- Continue improvements to the pavement marking program for pedestrian and vehicle safety.

### **Goals and Objectives**

- Ensure a safe and efficient transportation network for City residents
- Initiate timely engineering and traffic investigations and surveys to provide for the normal and reasonable movement of pedestrians, bicycle and vehicular traffic.
- Complete traffic studies and responses to citizen requests made within one month
- Continue and improve pavement marking using thermal plastic rather than paint as part of the routine Traffic Safety operations
- Continue organizing the traffic sign inventory and make replacements as needed
- The snow removal program will be prepared as usual for inclement weather during the winter months
- Keep Xcel Energy informed of street light problems and replacement needs
- Continue the sidewalk replacement program

# Public Works Department

## Traffic Safety

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-431-52-4113	Salaries, Public Works	38,019	44,682	27,550	27,550	37,725	37%
110-431-52-4120	Part Time	9,421	6,394	7,200	7,200	6,550	-9%
110-431-52-4130	Overtime	3,407	6,500	2,875	2,875	5,750	100%
		50,847	57,576	37,625	37,625	50,025	33%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-431-52-4210	Health Insurance	7,043	12,922	6,050	6,050	13,100	117%
110-431-52-4220	FICA Payroll Expense	3,125	3,290	2,425	2,425	3,100	28%
110-431-52-4221	Medicare Payroll Expense	731	769	575	575	725	26%
110-431-52-4230	Retirement Contribution	1,711	2,005	1,550	1,550	1,700	10%
110-431-52-4250	Unemployment Insurance	153	161	125	125	150	20%
110-431-52-4260	Workers Compensation Ins	2,700	2,375	2,175	2,175	1,600	-26%
		15,463	21,522	12,900	12,900	20,375	58%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-431-52-4310	Professional Development	-	330	300	300	500	67%
		-	330	300	300	500	67%
<b>PURCHASED PROPERTY SERVICES</b>							
110-431-52-4430	Service Contracts	17,899	21,726	23,375	23,375	23,000	-2%
110-431-52-4435	Fleet Maintenance Charges	6,100	6,100	4,000	4,000	1,075	-73%
110-431-52-4453	Traffic Calming/Lights	570	-	8,925	8,925	2,000	-78%
		24,569	27,826	36,300	36,300	26,075	-28%
<b>SUPPLIES</b>							
110-431-52-4612	Supplies and Tools	4,238	4,003	2,725	2,725	4,000	47%
110-431-52-4621	Street Lighting	166,036	172,592	170,000	170,000	174,000	2%
110-431-52-4626	Fuel	2,979	4,275	3,500	3,500	3,000	-14%
110-431-52-4641	Snow and Ice Removal	9,421	14,664	10,000	10,000	10,000	0%
110-431-52-4642	Signs and Paint	23,005	20,099	25,175	25,175	25,000	-1%
110-431-52-4661	Uniforms	215	291	400	400	400	0%
110-431-52-4662	Safety Equipment	-	20	-	-	1,000	#DIV/OI
		205,894	215,944	211,800	211,800	217,400	3%
<b>CAPITAL</b>							
110-431-52-4742	Mobile Equipment	-	-	28,950	28,950	-	-100%
		-	-	28,950	28,950	-	-100%
<b>TOTAL TRAFFIC SAFETY</b>		<b>296,773</b>	<b>323,198</b>	<b>327,875</b>	<b>327,875</b>	<b>314,375</b>	<b>-4%</b>

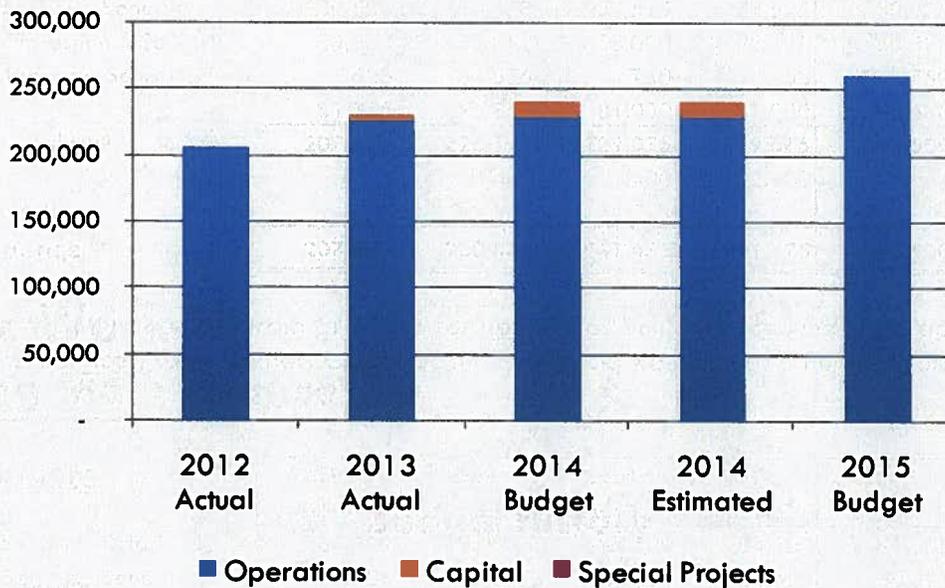
# Public Works Building Maintenance

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	80,799	85,995	84,800	84,800	91,300	8%
Personnel Services, Benefits	30,506	33,857	34,525	34,525	39,325	14%
Purchased Professional Services	34,560	29,851	28,000	28,000	30,525	9%
Purchased Property Services	623	555	750	750	750	0%
Supplies	61,338	75,863	81,000	81,000	98,600	22%
<b>Subtotal</b>	<b>207,826</b>	<b>226,121</b>	<b>229,075</b>	<b>229,075</b>	<b>260,500</b>	<b>14%</b>
Capital	-	4,462	12,400	12,400	-	-100%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>207,826</b>	<b>230,583</b>	<b>241,475</b>	<b>241,475</b>	<b>260,500</b>	<b>8%</b>

The Building Maintenance program provides for upkeep of buildings, grounds and appurtenances for the Police Services, Civic Center, Chamber of Commerce, Rail Car and Public Works buildings.

## Budget History



# Public Works

## Building Maintenance

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### 2014 Accomplishments

- All Custodial services are being completed by in-house staff.
- Replaced Administration area carpet at Civic Center.
- Installed numerous air duct valves to better locally control air flow in the Civic Center.
- Repaired several roof leaks at the Civic Center
- Installed heat tapes on the Civic Center, Chamber Building and Police Department
- Painted the interior of the Civic Center

### 2015 Budget Highlights

- Provide cost efficient building maintenance
- Maintain all appurtenances in safe operational condition
- Increased utility costs for expanded maintenance facility

### Goals

- The building maintenance program is operated to assure that all buildings are kept in an attractive, safe and operational condition at all times.

### Objectives

- Provide daily and weekly building cleaning using in-house staff
- Routine carpet cleaning at Civic Center, Public Safety, and Public Works buildings
- Provide routine window cleaning for all buildings
- Provide repairs of floors, walls, and electrical
- Maintain all building HVAC systems

# Public Works Department

## Building Maintenance

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-431-54-4113	Salaries, Public Works	75,670	79,708	80,050	80,050	84,875	6%
110-431-54-4120	Part Time	2,820	2,874	1,250	1,250	2,725	118%
110-431-54-4130	Overtime	2,309	3,413	3,500	3,500	3,700	6%
		80,799	85,995	84,800	84,800	91,300	8%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-431-54-4210	Health Insurance	17,361	20,610	20,200	20,200	24,850	23%
110-431-54-4220	FICA Payroll Expense	4,861	5,148	5,725	5,725	5,650	-1%
110-431-54-4221	Medicare Payroll Expense	1,137	1,204	1,350	1,350	1,325	-2%
110-431-54-4230	Retirement Contribution	3,705	3,587	3,975	3,975	3,825	-4%
110-431-54-4250	Unemployment Insurance	242	258	275	275	275	0%
110-431-54-4260	Workers Compensation Insu	3,200	3,050	3,000	3,000	3,400	13%
		30,506	33,857	34,525	34,525	39,325	14%
<b>PURCHASED PROPERTY SERVICES</b>							
110-431-54-4430	Service Contracts	9,462	7,661	10,000	10,000	10,000	0%
110-431-54-4435	Fleet Maintenance Charges	5,500	4,700	3,000	3,000	5,525	84%
110-431-54-4440	Building Maintenance	19,598	17,490	15,000	15,000	15,000	0%
		34,560	29,851	28,000	28,000	30,525	9%
<b>OTHER PURCHASED SERVICES</b>							
110-431-54-4530	Telephone	623	555	750	750	750	0%
		623	555	750	750	750	0%
<b>SUPPLIES</b>							
110-431-54-4612	Supplies and Tools	11,487	8,989	11,600	11,600	14,000	21%
110-431-54-4620	Utilities	46,005	63,145	65,000	65,000	80,000	23%
110-431-54-4626	Fuel	3,394	3,067	3,000	3,000	3,200	7%
110-431-54-4642	Signs	-	255	500	500	500	0%
110-431-54-4661	Uniforms	370	407	700	700	700	0%
110-431-54-4662	Safety equipment	82	-	200	200	200	0%
		61,338	75,863	81,000	81,000	98,600	22%
<b>CAPITAL</b>							
110-431-54-4742	Mobile Equipment	-	-	2,400	2,400	-	0%
110-431-54-4743	Furniture and Equipment	-	4,462	10,000	10,000	-	-100%
		-	4,462	12,400	12,400	-	-100%
<b>SPECIAL PROJECTS</b>							
110-431-54-4822	Electrical and HVAC Imp.	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL BUILDING MAINTENANCE</b>		<b>207,826</b>	<b>230,583</b>	<b>241,475</b>	<b>241,475</b>	<b>260,500</b>	<b>8%</b>

# Public Works Department

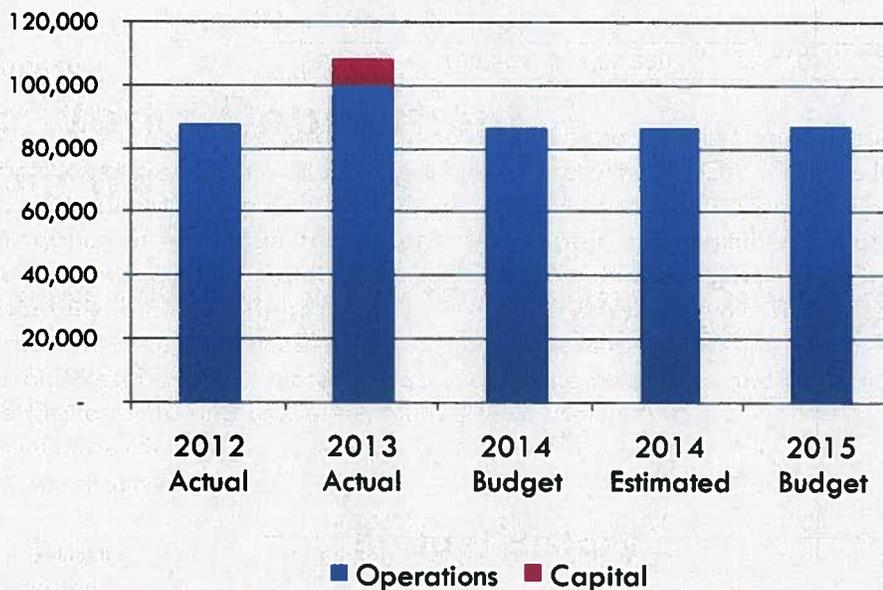
## Mountain Water

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	50,211	42,553	48,950	48,950	45,250	-8%
Personnel Services, Benefits	16,206	15,584	12,900	12,900	16,825	30%
Purchased Professional Services	4,242	23,066	4,400	4,400	5,000	14%
Purchased Property Services	13,225	14,907	15,700	15,700	15,450	-2%
Supplies	4,736	4,414	5,400	5,400	5,500	2%
<b>Subtotal</b>	<b>88,620</b>	<b>100,524</b>	<b>87,350</b>	<b>87,350</b>	<b>88,025</b>	<b>1%</b>
Capital	-	8,778	-	-	-	0%
<b>Total Expense</b>	<b>88,620</b>	<b>109,302</b>	<b>87,350</b>	<b>87,350</b>	<b>88,025</b>	<b>1%</b>

The goal of the Mountain Water program is to maintain the pipeline, water reservoirs and water rights for irrigation and recreational purposes and to preserve the City's options in making wise use of this asset. A lease agreement with the Glade Park Water Users Association provides untreated water for irrigation in exchange for a portion of repair and maintenance of the pipeline. In addition, the City owns approximately 80 acres of land on Pinyon Mesa. The City maintains a long term water lease with Ronald Tipping for water from Enoch's reservoir. This lease is ongoing until sufficient water has been released to Mr. Tipping in exchange for the repair costs incurred for Enoch's Lake and Reservoir #1. Water is leased at a rate agreed to and maintained in the contract between the City and Tipping as well as other similar users.

### Budget History



# Public Works Department

## Mountain Water

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### 2014 Accomplishments

- Provided trash removal in cooperation with the Parks Division at Enoch's campground and outhouses
- Read and recorded reservoir heights and monitored and recorded delivery rates weekly for water District 42 and 73.
- Installed new meters and measuring devices as mandated by the Colorado Division of Water Resources Division 4.
- Sold of 1.5 cfs of water from Mirror Ditch #1 (spring R and N) and 38.48 acres of land as partial payment for materials provided to make repairs to Enoch's Lake sluice gates and pipeline, along with materials for repair of Reservoir #1.
- Replaced reservoir #3 Spillway

### 2015 Budget Highlights

- Continue pipeline repairs as needed and provide irrigation water distribution
- Continue campground maintenance at Enoch's Reservoir campground

### Goals

- The 2015 goals will be to continue water storage for irrigation water distribution to GPPWUA and other water users connected to the system.
- Maintain an uninterrupted water flow throughout the season.
- Continue completing water records and measurements to comply with Water Commissioners.

### Objectives

- Maintain irrigation water distribution to GPPWUA as needed throughout the year
- Maintain the irrigation water distribution lines in good operational condition
- Maintain all active springs and reservoirs
- Maintain accurate records of irrigation water distribution through flow meter recording
- Complete decree location correction cases for numerous springs with paramount decrees.

# Public Works Department

## Mountain Water

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-431-70-4113	Salaries, Public Works	39,547	36,003	41,300	41,300	37,725	-9%
110-431-70-4120	Salaries, Part time	7,704	4,160	4,175	4,175	3,825	-8%
110-431-70-4130	Overtime	2,960	2,390	3,475	3,475	3,700	6%
		50,211	42,553	48,950	48,950	45,250	-8%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
110-431-70-4210	Health Insurance	8,922	8,744	5,850	5,850	9,675	65%
110-431-70-4220	FICA Payroll Expense	3,082	2,607	3,000	3,000	2,825	-6%
110-431-70-4221	Medicare Payroll Expense	721	610	725	725	675	-7%
110-431-70-4230	Retirement Contribution	1,780	1,620	1,875	1,875	1,700	-9%
110-431-70-4250	Unemployment Insurance	151	128	150	150	150	0%
110-431-70-4260	Workers Compensation Insurance	1,550	1,875	1,300	1,300	1,800	38%
		16,206	15,584	12,900	12,900	16,825	30%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-431-70-4330	Legal Fees	4,242	23,066	4,400	4,400	5,000	14%
		4,242	23,066	4,400	4,400	5,000	14%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
110-431-70-4426	Water Line Repair	6,352	7,193	7,300	7,300	7,000	-4%
110-431-70-4427	Reservoir Maintenance	4,273	3,714	4,400	4,400	4,000	-9%
110-431-70-4435	Fleet Maintenance	2,600	4,000	4,000	4,000	4,450	11%
		13,225	14,907	15,700	15,700	15,450	-2%
<b><u>SUPPLIES</u></b>							
110-431-70-4612	Supplies and Tools	1,137	532	1,550	1,550	1,500	-3%
110-431-70-4626	Fuel	3,599	3,882	3,850	3,850	4,000	4%
		4,736	4,414	5,400	5,400	5,500	2%
<b><u>CAPITAL</u></b>							
110-431-70-4743	Furniture and Equipment	-	8,778	-	-	-	0%
		-	8,778	-	-	-	0%
<b>TOTAL MOUNTAIN WATER</b>		<b>88,620</b>	<b>109,302</b>	<b>87,350</b>	<b>87,350</b>	<b>88,025</b>	<b>1%</b>

# Public Works Department

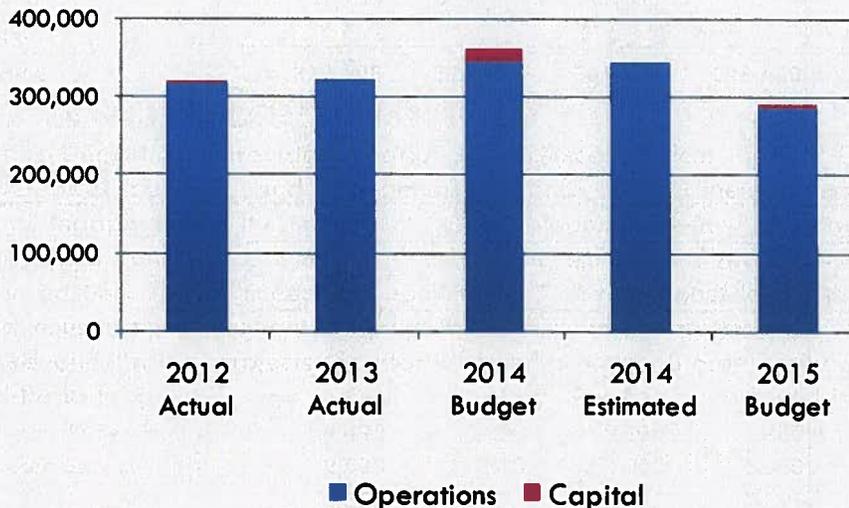
## Engineering

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	219,079	221,797	225,825	225,825	188,525	-17%
Personnel Services, Benefits	79,639	82,397	90,250	90,250	74,575	-17%
Purchased Professional Services	4,875	4,217	10,000	10,000	9,000	-10%
Purchased Property Services	8,495	5,630	9,300	9,300	5,725	-38%
Other Purchased Services	2,538	1,870	3,000	3,000	3,250	8%
Supplies	6,352	8,573	10,025	10,025	9,400	-6%
<b>Subtotal</b>	<b>320,978</b>	<b>324,484</b>	<b>348,400</b>	<b>348,400</b>	<b>290,475</b>	<b>-17%</b>
Capital	1,130	-	17,150	-	4,000	-77%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>322,108</b>	<b>324,484</b>	<b>365,550</b>	<b>348,400</b>	<b>294,475</b>	<b>-19%</b>

The Engineering Department provides a variety of technical services to other City departments as well as developers, builders, and the general public. Departmental responsibilities include surveying and mapping of City infrastructure, development review, stormwater management, design criteria and construction specifications, traffic safety and traffic impact analysis, and construction inspection. The Engineering Department is also responsible for the planning, design, bidding, and construction oversight of most major Capital Improvement Projects for the City, including Road and Bridge projects, Sanitary Sewer projects, Storm Drainage projects, Facility Projects, and Parks Projects.

### Budget History



# Public Works Department

## Engineering

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### 2014 Accomplishments

- The Engineering Division experienced a reduction of employees in 2014 through attrition that is consistent with projected workloads in 2015 and has allowed for a restructuring of duties to improve efficiency. This consisted of reducing the Engineering Staff from 4.0 FTE's to 3.0 FTE's. This decision resulted in a 17% decrease in personnel costs and eliminated the need to replace a vehicle that was included in the 2014 budget.
- Even with the reduction in staff, the Engineering Division provided a tremendous level of services to the community including project management for:
  - The completion of a \$1.5 Million capital improvement project on Pine Street.
  - The Phase 2 connection of the riverfront trail between Grand Junction and Fruita, as well as providing technical assistance to Mesa County on Phase 3 of the project.
  - Finalizing the design for the first phase to implement Downtown Streetscape improvements as identified in the Downtown Master Plan adopted in 2013.
  - The \$2.5 Million City Shop Expansion project that is under construction and scheduled to be completed in early 2015.

### 2015 Budget Highlights

- The Engineering Division will continue to make every effort to minimize or reduce expenses for the 2015 budget year. Engineering expenses will decrease in 2015 due to reduction in staff. There are no other significant changes to the Engineering budget for 2015 other than a capital equipment request of \$4,000 to replace a large format plotter used to print construction drawings and plot maps for various departments.

### Goals

The goals of the Engineering Department remain consistent with the goals from the previous years as they strive to maintain and improve the level of service provided by each program performed. The following lists the main goals of the Engineering Department.

- Perform consistent and fair development review in an efficient manner.
- Provide timely construction inspections.
- Prioritize, design, and manage capital construction projects to meet the infrastructure needs of the community.
- Maintain an up-to-date GIS database that can be used by a wide variety of users.

# Public Works Department

## Engineering

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- Develop master-planning tools to assist in development review and capital project planning.
- Improve intergovernmental relations and work together to accomplish tasks that benefit the quality of life for the community.
- Provide necessary training to staff and provide opportunities for advancement.

### Objectives

- Work with downtown merchants and other key stakeholders to implement first phase of construction for Downtown Streetscape Improvements identified in the master plan.
- Provide design and construction management services necessary for the planned improvements on West Otley Avenue.
- Update Engineering Specifications manual and Right-of-Way permit application to improve review and inspection process.

# Public Works Department

## Engineering

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-418-30-4111	Salaries, Administrative	201,206	221,193	225,125	225,125	188,125	-16%
110-418-30-4120	Part Time	17,698	262	-	-	-	0%
110-418-30-4130	Overtime	175	342	700	700	400	-43%
		219,079	221,797	225,825	225,825	188,525	-17%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-418-30-4210	Health Insurance	50,199	52,667	59,025	59,025	48,600	-18%
110-418-30-4220	FICA Payroll Expense	13,011	13,057	14,000	14,000	11,700	-16%
110-418-30-4221	Medicare Payroll Expense	3,043	3,054	3,275	3,275	2,750	-16%
110-418-30-4230	Retirement Contribution	9,254	9,954	10,175	10,175	8,500	-16%
110-418-30-4250	Unemployment Insurance	657	665	675	675	575	-15%
110-418-30-4260	Workers Compensation Ins	3,475	3,000	3,100	3,100	2,450	-21%
		79,639	82,397	90,250	90,250	74,575	-17%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-418-30-4310	Professional Development	2,962	2,010	5,000	5,000	4,000	-20%
110-418-30-4335	Engineering	1,913	2,207	5,000	5,000	5,000	0%
		4,875	4,217	10,000	10,000	9,000	-10%
<b>PURCHASED PROPERTY SERVICES</b>							
110-418-30-4430	Service Contracts	3,695	2,905	3,200	3,200	3,200	0%
110-418-30-4435	Fleet Maintenance Charges	4,800	2,725	6,100	6,100	2,525	-59%
		8,495	5,630	9,300	9,300	5,725	-38%
<b>OTHER PURCHASED SERVICES</b>							
110-418-30-4530	Telephone	1,739	1,711	2,000	2,000	2,000	0%
110-418-30-4550	Printing	386	134	500	500	750	50%
110-418-30-4551	Publishing	413	25	500	500	500	0%
		2,538	1,870	3,000	3,000	3,250	8%
<b>SUPPLIES</b>							
110-418-30-4610	Office Supplies	3,164	2,172	3,000	3,000	3,000	0%
110-418-30-4611	Postage	200	100	100	100	100	0%
110-418-30-4612	Supplies and Equipment	875	2,710	3,500	3,500	3,500	0%
110-418-30-4626	Gas and Oil	2,113	3,591	2,925	2,925	2,300	-21%
110-418-30-4661	Uniforms and Safety Equip	-	-	500	500	500	0%
		6,352	8,573	10,025	10,025	9,400	-6%
<b>CAPITAL</b>							
110-418-30-4742	Mobile Equipment	-	-	17,150	-	-	-100%
110-418-30-4744	Computer Equipment	1,130	-	-	-	4,000	N/A
		1,130	-	17,150	-	4,000	-77%
<b>SPECIAL PROJECTS</b>							
110-418-30-4825	US 6 Access Control Plan	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL ENGINEERING</b>		<b>322,108</b>	<b>324,484</b>	<b>365,550</b>	<b>348,400</b>	<b>294,475</b>	<b>-19%</b>

# **Parks and Recreation Department**

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Parks and Recreation Department

# **Parks and Recreation Department**

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Parks and Recreation Department

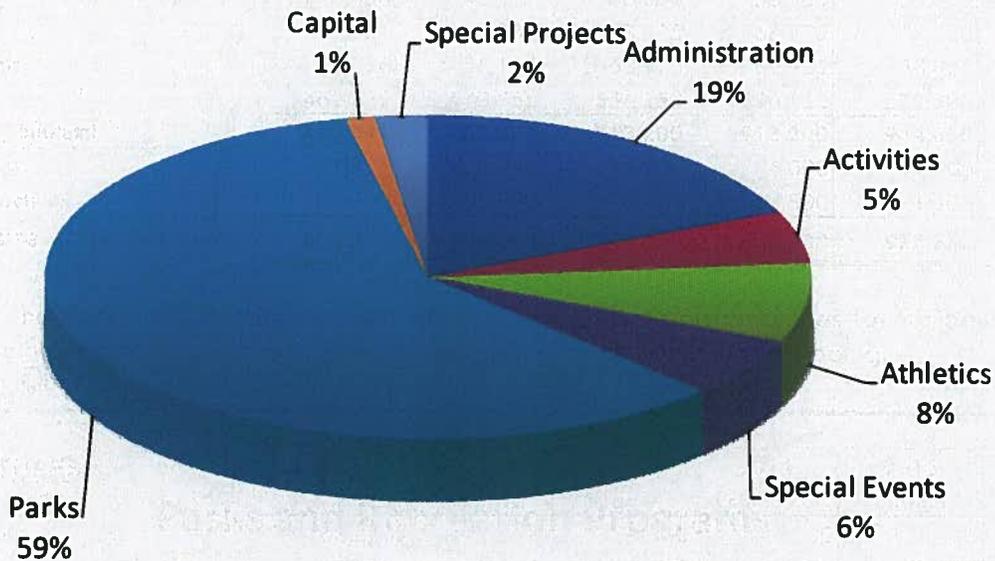
# Parks and Recreation Department

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Administration	168,684	166,928	174,300	174,300	178,425	2%
Activities	47,088	43,721	50,350	50,350	50,650	1%
Athletics	58,151	62,889	68,475	68,475	77,750	14%
Special Events	54,236	55,184	63,925	63,925	58,425	-9%
Parks	462,582	540,756	556,150	556,150	578,800	4%
<b>Subtotal</b>	<b>790,741</b>	<b>869,478</b>	<b>913,200</b>	<b>913,200</b>	<b>944,050</b>	<b>3%</b>
Capital	1,815	128,948	6,000	6,000	12,000	100%
Special Projects	7,920	6,393	23,800	23,800	21,800	-8%
<b>Total Expense</b>	<b>800,476</b>	<b>1,004,819</b>	<b>943,000</b>	<b>943,000</b>	<b>977,850</b>	<b>4%</b>

The goal of the Parks and Recreation Department is to provide opportunities for residents of the community to maintain enhance and improve their physical and mental well being.

## Parks and Recreation Programs

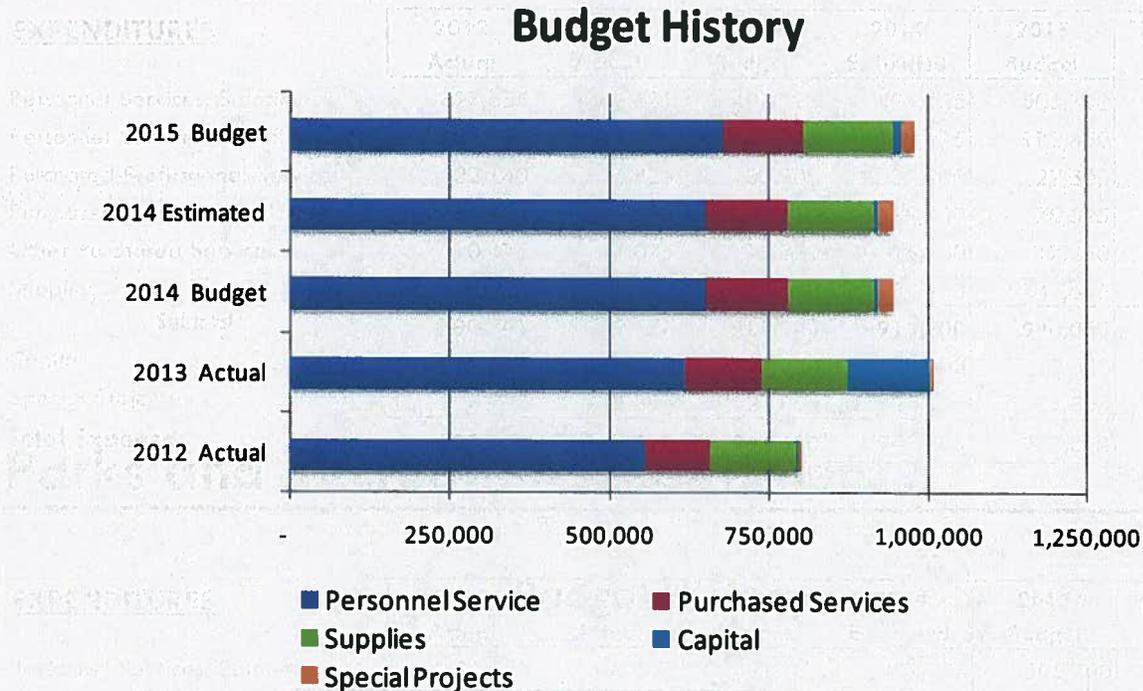


# Parks and Recreation Department

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	427,655	466,621	491,125	491,125	505,700	3%
Personnel Services, Benefits	125,706	147,086	159,075	159,075	172,450	8%
Purchased Professional Services	22,140	26,826	30,900	30,900	27,500	-11%
Purchased Property Services	69,832	83,686	79,450	79,450	79,525	0%
Other Purchased Services	10,476	11,075	15,300	15,300	17,250	13%
Supplies	134,932	134,183	137,350	137,350	141,625	3%
<b>Subtotal</b>	<b>790,741</b>	<b>869,477</b>	<b>913,200</b>	<b>913,200</b>	<b>944,050</b>	<b>3%</b>
Capital	1,815	128,948	6,000	6,000	12,000	100%
Special Projects	7,920	6,394	23,800	23,800	21,800	-8%
<b>Total Expense</b>	<b>800,476</b>	<b>1,004,819</b>	<b>943,000</b>	<b>943,000</b>	<b>977,850</b>	<b>4%</b>

## Budget History



# Parks and Recreation Department

## Personnel

The 2015 Budget includes the reclassification of a maintenance worker I position to a maintenance worker II position.

FULL TIME	2012	2013	2014	2015
Recreation Director	1	1	1	1
Supervisor	1	1	1	1
Parks Crew Leader	1	1	1	1
Parks MW I	1	1	2	2
Parks MW II	2	2	2	1
Parks SMW I	0	0	0	1
Administrative Technician	1	1	1	1
<b>Subtotal</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>8</b>
PART TIME AND CONTRACT				
Administration	579	131	250	0
Activities	118	178	200	200
Athletics	1494	1568	1600	1600
Special Events	64	80	80	80
Parks Seasonal	6223	6201	6625	6625
<b>Subtotal</b>	<b>8478</b>	<b>8158</b>	<b>8755</b>	<b>8505</b>
<b>Full Time Equivalents</b>	<b>4.08</b>	<b>3.92</b>	<b>4.21</b>	<b>4.09</b>
<b>TOTAL</b>	<b>11.08</b>	<b>10.92</b>	<b>12.21</b>	<b>12.09</b>

# Parks and Recreation Department

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
4111	Salaries, Administrative	144,500	149,715	152,700	152,700	155,750	2%
4113	Salaries, Parks	157,046	188,943	193,650	193,650	198,600	3%
4120	Part Time	102,892	102,718	112,800	112,800	120,600	7%
4125	Contract Labor	15,586	12,265	16,250	16,250	16,250	0%
4130	Overtime	7,631	12,980	15,725	15,725	14,500	-8%
		427,655	466,621	491,125	491,125	505,700	3%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
4210	Health Insurance	68,775	84,607	93,850	93,850	104,850	12%
4220	FICA Payroll Expense	25,277	27,794	29,400	29,400	30,400	3%
4221	Medicare Payroll Expense	5,906	6,500	6,900	6,900	7,150	4%
4230	Retirement Contribution	13,562	15,247	15,925	15,925	16,525	4%
4250	Unemployment Insurance	1,236	1,363	1,475	1,475	1,525	3%
4260	Workers Compensation Insurance	10,950	11,575	11,525	11,525	12,000	4%
		125,706	147,086	159,075	159,075	172,450	8%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
4310	Professional Development	4,422	4,915	8,200	8,200	6,500	-21%
4343	Registration Processing Fees	198	65	250	250	250	0%
4345	Background Investigations	592	528	750	750	750	0%
4350	Entertainment	16,928	21,318	21,700	21,700	20,000	-8%
		22,140	26,826	30,900	30,900	27,500	-11%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
4424	Parks Repair & Maintenance	45,602	51,826	40,100	40,100	43,000	7%
4425	Tamarisk Removal	3,000	3,000	3,000	3,000	3,000	0%
4430	Service Contracts	-	2,960	3,450	3,450	3,000	-13%
4435	Fleet Maintenance Charges	21,150	25,900	32,900	32,900	30,525	-7%
4441	Facility Rental	80	-	-	-	-	0%
		69,832	83,686	79,450	79,450	79,525	0%
<b><u>OTHER PURCHASED SERVICES</u></b>							
4530	Telephone	2,196	3,219	6,000	6,000	6,000	0%
4550	Printing	6,599	7,500	7,750	7,750	9,500	23%
4553	Advertising	1,681	356	1,550	1,550	1,750	13%
		10,476	11,075	15,300	15,300	17,250	13%
<b><u>SUPPLIES</u></b>							
4610	Office Supplies	4,332	3,303	4,000	4,000	4,000	0%
4611	Postage	3,596	1,459	1,500	1,500	1,500	0%
4612	Supplies and Equipment	56,573	55,732	61,500	61,500	62,000	1%
4620	Utilities	23,761	25,086	30,000	30,000	29,000	-3%
4626	Gas and Oil	19,602	25,332	23,750	23,750	26,525	12%
4629	Water Share Assessments	681	1,079	1,200	1,200	1,200	0%
4650	Landscaping Supplies	12,493	7,201	1,000	1,000	3,000	200%
4661	Uniforms and Safety Equipment	1,756	2,651	2,400	2,400	2,400	0%
4680	Refunds	-	-	-	-	-	0%
4690	Supplies for Resale	12,138	12,340	12,000	12,000	12,000	0%
		134,932	134,183	137,350	137,350	141,625	3%

# Parks and Recreation Department

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>CAPITAL</u></b>							
4742	Mobile Equipment	1,815	128,948	6,000	6,000	-	-100%
4743	Furniture and Equipment	-	-	-	-	12,000	N/A
		1,815	128,948	6,000	6,000	12,000	100%
<b><u>SPECIAL PROJECTS</u></b>							
4810	Tree and Art Boards	6,812	3,405	3,800	3,800	1,800	-53%
4821	Fireworks Display	1,108	2,624	18,000	18,000	18,000	0%
4842	Scholarship Contributions	-	365	2,000	2,000	2,000	0%
		7,920	6,394	23,800	23,800	21,800	-8%
<b>TOTAL EXPENDITURES</b>		<b>800,476</b>	<b>1,004,819</b>	<b>943,000</b>	<b>943,000</b>	<b>977,850</b>	<b>4%</b>

# Parks and Recreation Department Administration

## **EXPENDITURES**

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	114,268	114,491	118,175	118,175	117,950	0%
Personnel Services, Benefits	35,001	35,406	36,025	36,025	39,650	10%
Purchased Professional Services	2,377	2,898	4,500	4,500	2,750	-39%
Purchased Property Services	1,050	600	600	600	1,625	171%
Other Purchased Services	7,785	8,797	9,250	9,250	11,000	19%
Supplies	8,203	4,736	5,750	5,750	5,450	-5%
<b>Subtotal</b>	<b>168,684</b>	<b>166,928</b>	<b>174,300</b>	<b>174,300</b>	<b>178,425</b>	<b>2%</b>
Capital	-	-	-	-	-	0%
Special Projects	-	365	2,000	2,000	2,000	0%
<b>Total Expense</b>	<b>168,684</b>	<b>167,293</b>	<b>176,300</b>	<b>176,300</b>	<b>180,425</b>	<b>2%</b>

Parks and Recreation Administration is responsible for setting a strategic course for the parks and recreation department, ensuring that the vision, mission, goals and objectives for the department are in line with the City of Fruita's overall direction as well as preparing the department to efficiently respond future demands.

Parks and Recreation Administration is responsible for the overall stewardship of the department and is responsible for program development, implementation, coordination, financial management, marketing, athletics, aquatics, recreation facilities (including the Fruita Community Center), senior services, special events, park and trail maintenance and facility, park and trail development.

Parks and Recreation Administration continues to oversee the general operations of the Fruita Community Center. This included but is not limited to facility maintenance, building scheduling, facility programming, pass management, etc.

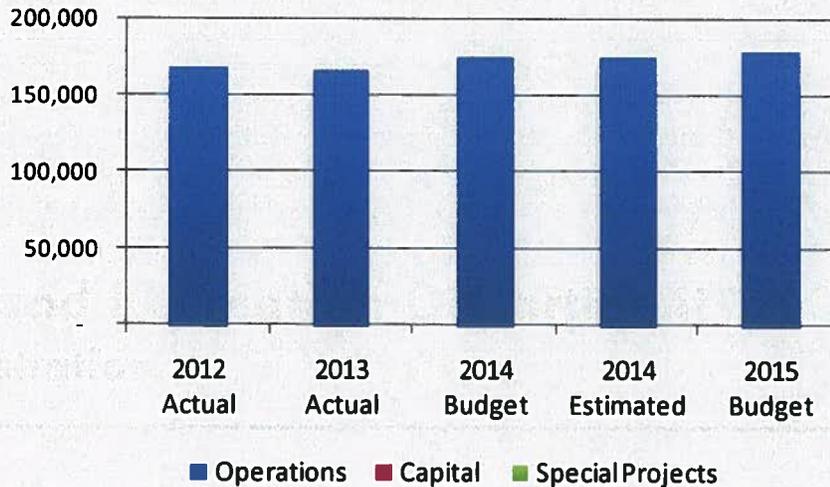
Parks and Recreation Administration also oversees and provides staff support to the Parks and Recreation Advisory Board, the Senior Task Force, and the Arts and Culture Board. Parks and Recreation Administration will continue to be responsible for city-wide facility (buildings and parks) scheduling and departmental personnel management.

Finally, Parks and Recreation Administration is accountable for ensuring Capital Improvement Projects are planned, managed and completed for parks, trails, open space areas and other recreation facilities.

# Parks and Recreation Department Administration

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## Budget History



## 2014 Accomplishments

- The Parks and Recreation Department continues to offer a variety of community programs, activities, events, as well as offer spaces for residents and visitors to recreate. In 2014, there will be well over 2000 registration for youth, adult and senior activities and events, approximately 600 registrations for running races, thousands of visitors to special events (including the Mike the Headless Chicken Festival, Thursday Night Concerts, etc.), approximately 170,000 paid guests at the Fruita Community Center, and an immeasurable amount of users at Fruita's parks, trails and open space lands.
- The Fruita Community Center in its third year of operation and continues to perform to estimations and fulfill community recreation demands. Through August 2014, the center experienced approximately 130,000 visits for a daily average of around 525. To help provide more coordinated oversight of the recreation department, the FCC Facility Managers position was elevated to a Recreation Superintendent. The intent of this is to attract and hire a high level administrator who can coordinate all aspects of the recreation department while reducing the workload of the parks and recreation director, so that they may continue to provide additional focus on parks and strategic level planning for the department.
- Staff throughout 2014 continues to participate in several local and regional park and trail design and construction projects to meet the Parks, Open Space and Trails Master Plan and City Council goals. Projects in 2014 include, continued approval process for the Lower Little Salt Wash Trail Design, construction and opening of Phase II and III of Riverfront Trail connection between Fruita and Grand Junction, concept design preparation for the Fruita Civic Center Memorial Park and Downtown Streetscape, and construction of Phase 2 of the Fruita Bike Park.

# **Parks and Recreation Department Administration**

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A GOCO grant application was prepared and submitted for the Civic Center Memorial Park – notification of grant award will be in December 2014.

- The Parks Department continues to maintain of parks, trails, open space lands, and facility at a high level. The parks department continues to respond to vandalism, albeit the level of vandalism has subsided in 2014 from 2013.

## **2015 Highlights**

- There are no major changes – increases / decreases – in the Recreation Administration budget for 2015.

## **Goals**

- Set a 3-5 year strategic direction for the parks and recreation department that can be reviewed and updated annually. Set the vision and with staff input create the mission, goals and objectives for the parks and recreation department in the coming years.
- Continue to provide Cultural and Recreational opportunities for the residents of the community to maintain and enhance their physical and mental well being. Continue to provide Cultural activities that promote community and a small town atmosphere.
- Continue to implement the mission, goals and projects as set by the Parks, Open Space and Trails Master Plan.
- Continue to ensure the financial security of the Fruita Community Center while keeping a well-maintained facility for the Fruita community to use.
- Continue to work closely with local community partners including but not limited to City of Fruita Chamber of Commerce, Mesa County School District 51, Family Health West, James M Robb Colorado River State Park, Bureau of Land Management, Mesa County, the communities of Grand Junction and Palisade, and local businesses.
- Continue to enhance and provide excellent customer service to patrons of the Parks and Recreation Department.

## **Objectives**

- Work to maintain visits to the Fruita Community Center by offering a clean, safe, and customer friendly atmosphere. Continue to offer and expand program, activity and event offerings at the Fruita community Center to bring existing and future patrons into the facility – programs and activities at the FCC will provide patron's activities to do and encourage pass sales.

# Parks and Recreation Department Administration

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- Develop a marketing / branding program for the parks and recreation department. Promote program offerings and special events through a variety of mechanisms, including e-mail blasts, social networking sites, WebTrac, flyers and activity guides.
- Continue to recruit and train excellent employees to coordinate programs and maintain facilities for parks and recreation.
- Continue staff involvement and direction of a staff level from citizen committees (Parks and Recreation Advisory Board, Senior Task Force, and the Arts and Culture Commission).
- Monitor budget tracking mechanisms for parks and recreation.
- Maintain quality programming of activities and special events for the Fruita Community as staffing allows.

# Parks and Recreation Department

## Administration

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-451-20-4111	Salaries, Administrative	108,982	112,719	114,950	114,950	117,250	2%
110-451-20-4120	Part Time	5,077	1,378	3,100	3,100	-	0%
110-451-20-4130	Overtime	209	394	125	125	700	460%
		114,268	114,491	118,175	118,175	117,950	0%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-451-20-4210	Health Insurance	20,847	20,984	21,375	21,375	24,650	15%
110-451-20-4220	FICA Payroll Expense	6,976	7,036	7,175	7,175	7,325	2%
110-451-20-4221	Medicare Payroll Expense	1,631	1,646	1,675	1,675	1,725	3%
110-451-20-4230	Retirement Contribution	4,904	5,072	5,200	5,200	5,325	2%
110-451-20-4250	Unemployment Insurance	343	343	350	350	375	7%
110-451-20-4260	Workers Compensation Ins	300	325	250	250	250	0%
		35,001	35,406	36,025	36,025	39,650	10%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-451-20-4310	Professional Development	2,179	2,833	4,250	4,250	2,500	-41%
110-451-20-4343	Credit Card Processing Fees	198	65	250	250	250	0%
		2,377	2,898	4,500	4,500	2,750	-39%
<b>PURCHASED PROPERTY SERVICES</b>							
110-451-20-4435	Fleet Maintenance Charges	1,050	600	600	600	1,625	171%
		1,050	600	600	600	1,625	171%
<b>OTHER PURCHASED SERVICES</b>							
110-451-20-4530	Telephone	1,186	1,297	1,500	1,500	1,500	0%
110-451-20-4550	Printing	6,599	7,500	7,750	7,750	9,500	23%
		7,785	8,797	9,250	9,250	11,000	19%
<b>SUPPLIES</b>							
110-451-20-4610	Office Supplies	4,332	3,303	4,000	4,000	4,000	0%
110-451-20-4611	Postage	2,999	674	1,000	1,000	1,000	0%
110-451-20-4626	Gas and Oil	872	759	750	750	450	-40%
		8,203	4,736	5,750	5,750	5,450	-5%
<b>CAPITAL</b>							
110-451-20-4743	Furniture and Equipment	-	-	-	-	-	0%
110-451-20-4744	Computer Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>SPECIAL PROJECTS</b>							
110-451-20-4842	Scholarship Contributions	-	365	2,000	2,000	2,000	0%
		-	365	2,000	2,000	2,000	0%
<b>TOTAL EXPENDITURES</b>		<b>168,684</b>	<b>167,293</b>	<b>176,300</b>	<b>176,300</b>	<b>180,425</b>	<b>2%</b>

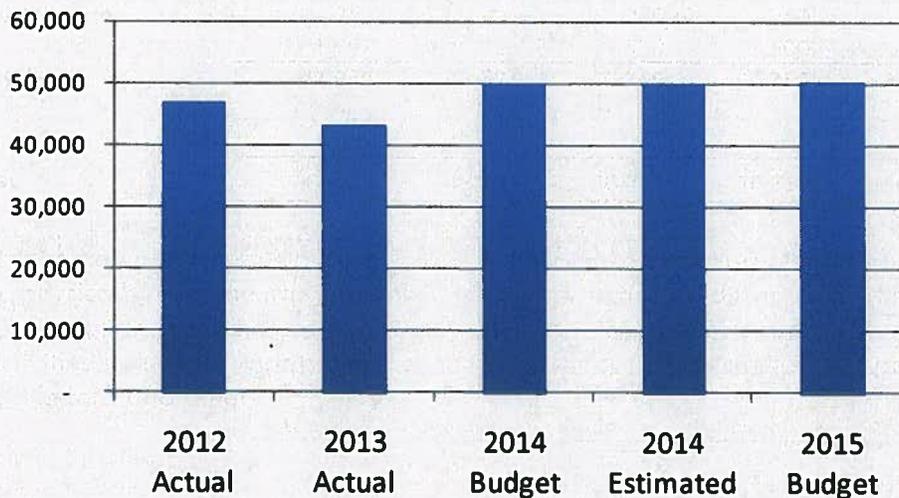
# Parks and Recreation Department Activities

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	36,670	34,003	35,775	35,775	35,250	-1%
Personnel Services, Benefits	8,654	9,426	12,175	12,175	13,000	7%
Purchased Professional Services	217	56	650	650	650	0%
Purchased Property Services	-	-	-	-	-	0%
Other Purchased Services	250	-	250	250	250	0%
Supplies	1,297	236	1,500	1,500	1,500	0%
<b>Subtotal</b>	<b>47,088</b>	<b>43,721</b>	<b>50,350</b>	<b>50,350</b>	<b>50,650</b>	<b>1%</b>
Capital	-	-	-	-	-	0%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>47,088</b>	<b>43,721</b>	<b>50,350</b>	<b>50,350</b>	<b>50,650</b>	<b>1%</b>

Program Activities provide the Fruita community with local, economical recreation opportunities to get and stay physically and mentally healthy. Program Activities differ from athletics, seniors, fitness, and aquatics in that they provide opportunities for cultural and social development. Recreation Activities include a variety of programs including: dance classes, art programs, music programs, tumble tots, and others.

## Budget History



# Parks and Recreation Department

## Activities

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### 2014 Accomplishments

- We continued to implement all of our current activities and we brought back a few dance camps in the summer of 2014.

#### **Program Participation**

<b>Youth Activities</b>	<b>2012</b>	<b>2013</b>	<b>2014*</b>
Dance Combo/Hip Hop	120	82	33
Pre K Creative Movement	58	108	55
Theater/Performance Classes	27	28	18
Tumble Tots	44	77	31
	249	295	137

\*Enrollments through July 23, 2014

### 2015 Highlights

- There are no major changes to the 2015 budget.

### Goals

- Continue to offer and coordinate a variety of recreational activities to meet the needs of the community to maintain, enhance and improve their physical and mental well-being.
- Continue to evaluate and create new activities such as dance programs. Expand the dance program to meet the needs of the community.
- Continue to build new programs as the demand increases for a variety of different activities.

### Objectives

- Maintain current level of activity course offerings and continue to ensure that instructors and class leaders are providing quality instruction.
- Increase our promotional outlets to create new programs and increase enrollment.
- Increase programming where needed to meet community needs and demands.

# Parks and Recreation Department

## Activities

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-451-21-4111	Salaries, Full Time	17,082	18,547	18,875	18,875	19,250	2%
110-451-21-4120	Part Time	6,329	7,614	6,900	6,900	10,000	45%
110-451-21-4125	Contract Labor	13,244	7,799	10,000	10,000	6,000	-40%
110-451-21-4130	Overtime	15	43	-	-	-	0%
		36,670	34,003	35,775	35,775	35,250	-1%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-451-21-4210	Health Insurance	4,846	5,377	8,050	8,050	8,850	10%
110-451-21-4220	FICA Payroll Expense	1,458	1,589	1,825	1,825	1,825	0%
110-451-21-4221	Medicare Payroll Expense	336	372	425	425	425	0%
110-451-21-4230	Retirement	769	834	850	850	875	3%
110-451-21-4250	Unemployment Insurance	70	79	100	100	100	0%
110-451-21-4260	Workers Compensation Ins	1,175	1,175	925	925	925	0%
		8,654	9,426	12,175	12,175	13,000	7%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-451-21-4310	Professional Development	161	-	500	500	500	0%
110-451-21-4345	Background Investigations	56	56	150	150	150	0%
		217	56	650	650	650	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-451-21-4441	Facility Rental	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>OTHER PURCHASED SERVICES</b>							
110-451-21-4553	Advertising	250	-	250	250	250	0%
		250	-	250	250	250	0%
<b>SUPPLIES</b>							
110-451-21-4612	Supplies and Equipment	1,297	236	1,500	1,500	1,500	0%
110-451-21-4680	Refunds	-	-	-	-	-	0%
		1,297	236	1,500	1,500	1,500	0%
<b>TOTAL EXPENDITURES</b>		<b>47,088</b>	<b>43,721</b>	<b>50,350</b>	<b>50,350</b>	<b>50,650</b>	<b>1%</b>

# Parks and Recreation Department

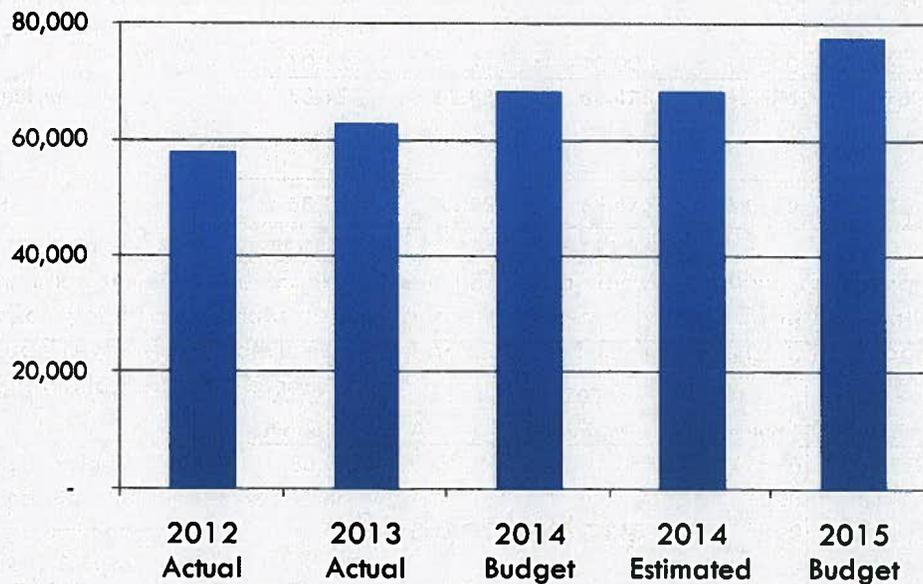
## Athletics

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	35,559	38,691	44,875	44,875	49,050	9%
Personnel Services, Benefits	10,862	12,106	12,500	12,500	14,100	13%
Purchased Professional Services	620	576	1,100	1,100	1,100	0%
Purchased Property Services	80	-	-	-	-	0%
Other Purchased Services	500	-	-	-	-	0%
Supplies	10,530	11,516	10,000	10,000	13,500	35%
<b>Subtotal</b>	<b>58,151</b>	<b>62,889</b>	<b>68,475</b>	<b>68,475</b>	<b>77,750</b>	<b>14%</b>
Capital	-	-	-	-	-	0%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>58,151</b>	<b>62,889</b>	<b>68,475</b>	<b>68,475</b>	<b>77,750</b>	<b>14%</b>

Athletic Programs provide the Fruita community with local, economical, organized sports opportunities for youth and adults to get and stay physically and mentally healthy. Athletic Programs include a variety of sports including basketball, soccer, volleyball, flag football, karate, tennis, wrestling, volleyball, and others.

### Budget History



# Parks and Recreation Department

## Athletics

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### 2014 Accomplishments

- We continued our partnership with Grand Junction P&R to provide basketball leagues for boys and girls grades 3-8. Athletics had another strong showing for our youth sports: youth soccer, pee wee soccer, flag football, boys and girls basketball, junior jammers, wrestling, tennis camp, and karate. The spring 2014 soccer season turned out to be our largest season ever with 220 participants, in part due to the addition of a 6<sup>th</sup> and 7<sup>th</sup> grade league. The spring Pee Wee soccer season brought in 47 kids which is the largest season for Pee Wee to date. We also continued to host a British Challenger Soccer Camp in the summer of 2014.
- The Nuggets Skills Challenge remains to be a big draw for kids since moving it to the Fruita Community Center. The adult volleyball program is continuing to do well since moving to the Fruita Community Center, and it continues to grow in popularity.

### Program Participation

Youth Athletics	2012	2013	2014*
Soccer Spring	150	178	220
Soccer Fall	166	187	
Pee Wee Soccer Spring	29	20	47
Pee Wee Soccer Fall	16	15	
Challenger Soccer Camp	0	32	32
Girls Basketball	95	90	
Boys Basketball	170	179	168
Junior Jammers	29	23	
Flag Football	102	78	
Wrestling	27	19	17
Basketball Skills Camp/Clinics	89	109	145
Track and Field Camp	24	12	27
Tennis	45	38	32
Adobe Golf Camps	0	22	27
Karate	73	97	52
	1015	1099	735

\*Enrollments through July 23, 2014

### 2015 Highlights

- New equipment purchases will replace worn items included basketball and soccer balls, goals and nets, flags, etc.

# **Parks and Recreation Department**

## **Athletics**

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### **Goals**

- Continue to offer and coordinate a variety of recreation programs to meet the needs of the community to maintain, enhance and improve their physical and mental well-being
- Ensure athletic programs are safe for participants, spectators and employees
- Continue to use Little Salt Wash Park and continue to bring more programs to the Fruita Community Center
- Continue to evaluate and create new sports programs for adults and youth
- Provide adequate promotional materials and contacts for athletic programs
- Provide an evaluation program for all athletic and activities programs

### **Objectives**

- To continue to maintain youth and adult athletic offerings for the community
- To continue to perform background checks on all volunteer coaches, provide appropriate training to officials and staff, and ensure facilities used are free of hazards – safety of participants is always an objective of any Parks and Recreation program
- To build strong relationships with volunteer coaches to ensure successful programming
- To promote and evaluate programs to ensure the needs of participants, parents, and families are being met

# Parks and Recreation Department

## Athletics

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-451-25-4111	Salaries, Full Time	18,683	18,450	18,875	18,875	19,250	2%
110-451-25-4120	Part Time	14,734	15,638	20,000	20,000	19,800	-1%
110-451-25-4125	Contract Labor	2,142	4,466	6,000	6,000	10,000	67%
110-451-25-4130	Overtime	-	137	-	-	-	0%
		35,559	38,691	44,875	44,875	49,050	9%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-451-25-4210	Health Insurance	5,937	7,152	7,300	7,300	8,850	21%
110-451-25-4220	FICA Payroll Expense	2,054	2,083	2,425	2,425	2,425	0%
110-451-25-4221	Medicare Payroll Expense	480	488	575	575	575	0%
110-451-25-4230	Retirement	841	830	850	850	875	3%
110-451-25-4250	Unemployment Insurance	100	103	125	125	125	0%
110-451-25-4260	Workers Compensation Ins	1,450	1,450	1,225	1,225	1,250	2%
		10,862	12,106	12,500	12,500	14,100	13%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-451-25-4310	Professional Development	84	104	500	500	500	0%
110-451-25-4345	Background Investigations	536	472	600	600	600	0%
		620	576	1,100	1,100	1,100	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-451-25-4441	Facility Rental	80	-	-	-	-	0%
		80	-	-	-	-	0%
<b>OTHER PURCHASED SERVICES</b>							
110-451-25-4553	Advertising	500	-	-	-	-	0%
		500	-	-	-	-	0%
<b>SUPPLIES</b>							
110-451-25-4612	Supplies and Equipment	10,530	11,516	10,000	10,000	13,500	35%
110-451-25-4680	Refunds	-	-	-	-	-	0%
		10,530	11,516	10,000	10,000	13,500	35%
<b>TOTAL EXPENDITURES</b>		<b>58,151</b>	<b>62,889</b>	<b>68,475</b>	<b>68,475</b>	<b>77,750</b>	<b>14%</b>

# Parks and Recreation Department

## Special Events

### EXPENDITURES

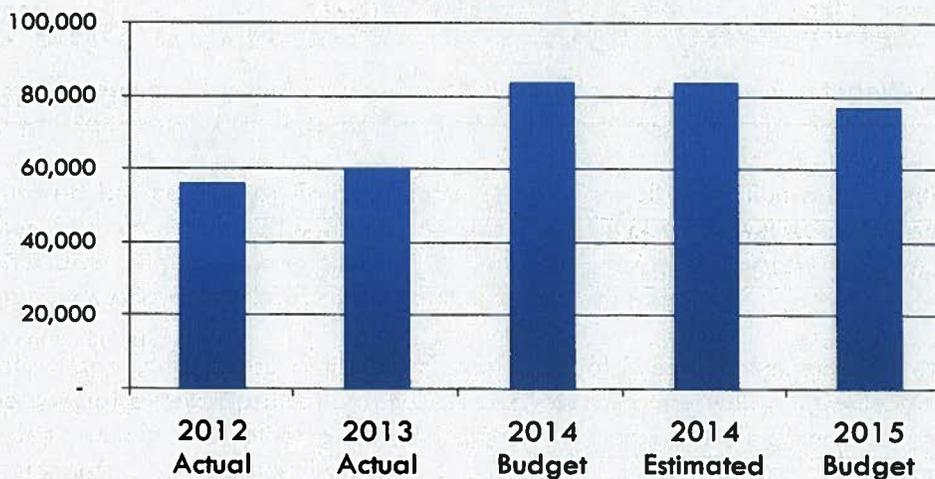
	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	1,508	884	3,950	3,950	3,950	0%
Personnel Services, Benefits	214	195	475	475	475	0%
Purchased Professional Services	16,928	21,318	21,700	21,700	20,000	-8%
Other Purchased Services	931	356	1,300	1,300	1,500	15%
Supplies	34,655	32,431	36,500	36,500	32,500	-11%
<b>Subtotal</b>	<b>54,236</b>	<b>55,184</b>	<b>63,925</b>	<b>63,925</b>	<b>58,425</b>	<b>-9%</b>
Capital	-	-	-	-	-	0%
Special Projects	2,282	4,796	20,000	20,000	19,000	0%
<b>Total Expense</b>	<b>56,518</b>	<b>59,980</b>	<b>83,925</b>	<b>83,925</b>	<b>77,425</b>	<b>-8%</b>

Special Events presented by the City of Fruita help bring the community together, keep people active, and provide fun and affordable family events.

Events sponsored by the City of Fruita include Sweetheart 5K/10K Run and Health Expo, Talent Show, Easter Egg Scramble, Bike Rodeo, Arbor Day Celebration, Mike the Headless Chicken Festival, Thursday Night Concert Series, 3<sup>rd</sup> of July Fireworks Show, F-Town Film Festival, Truck-n-Treat, Arts and Crafts Fair, and Bedtime Stories with Santa.

The Recreation Department also assists with other Special Events that occur within the community. Through the special events application process and coordination with other city departments, the recreation department helps other event coordinators by ensuring they have traffic control plans, appropriate security, are logistically planned, and have properly notified the community.

### Budget History



# Parks and Recreation Department

## Special Events

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### 2014 Accomplishments

- The Sweetheart Run in February drew another large crowd, with nearly 400 finishers in the 5k and 10k runs. The health expo was held in the FCC gym and offered free health screenings and educational booths. The partnership with Family Health West brought in more than 20 vendors. Rocky Mountain Orthopaedic Associates donated, again, a TV for the “Best Dressed Couple”.
- Arbor Day was held in April. The celebrations started with a 5<sup>th</sup> grade Arbor Day poster competition. Each 5<sup>th</sup> grade class submitted their poster to the community center to be judged and the winning poster was sent off to state. A tree was planted at Rimrock Elementary. The planting was led by Colorado State Forester Cami Long, and the Mayor, Lori Buck, read the proclamation. At the Fruita Community Center, free tree saplings were distributed to community members.
- The 16<sup>th</sup> Annual Mike the Headless Chicken Festival was themed “Country-fied Mike” and it was a success. The event was sponsored by Credit Union of Colorado, which signed a 3 year deal for \$5,000/year. This was the last year in their contract. The 5k run was sponsored by Rocky Mountain Health Plans.
- Event entertainment included Michael Aldridge, New Country Rehab, Bicycle Annie, Slopeside and the Dead Cowboyz.
- Throughout the event, people were entertained by the addition of the mechanical bull on Aspen Ave., free backyard games, great live entertainment, peep and wing eating contests, soccer with Mike, car show, 5k run and lots of food and vendors.
- The 3<sup>rd</sup> Annual Mike’s Disc Golf Tournament had 29 registered golfers.
- The ‘Mike Store’ sold more than \$9,000 worth of t-shirts, souvenir mugs, water bottles, stickers, and other memorabilia throughout the weekend. The Mike Online store continues to sell product throughout the year both nationally and internationally.
  - The Mike 5k run had 350 participants. Rocky Mountain Health Plans sponsored the run for \$1500, which covered a majority of the cost of the timing company.
  - The Blue Dots Car Show went well, with more than 150 cars entered.
  - Other sponsorships included KEKB, Chesnick Realty, Great Harvest Bread, and Suds Bros Brewery.
  - The festival was featured by local media, such as the Fruita Times, Free Press, GJ Sentinel, KEKB, Magic 93.1, Mix 104.3, KREX, KAFM Radio, The Nickel and the Out and About. The festival also made CNN.com and a talk show in Ireland.
- The Thursday Night Concert Series was held every Thursday evening for 11 weeks during the summer months. A variety of entertainers performed, including: The Instagators, Salem, Retrospectacle, The Centennial Band, Finnders and Youngberg, Cleanslate, Bicycle Annie, Flat Top Reed, Old River Road Bluegrass, Williams Brothers Band and Hamilton Loomis.
- The City of Fruita was finally able to have July 3<sup>rd</sup> fireworks. This event worked closely with the Police Department to ensure safe exiting after the show. We kicked off the celebrations with the

# Parks and Recreation Department

## Special Events

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Thursday Night Concert, Finnders and Youngberg, along with the annual City Council ice cream social. The night ended with a 45 minute show of lights.

- The fourth annual Back to School Bike Rodeo will be held August 23<sup>rd</sup> in partnership with the Fruita Police Department and Coloramo Credit Union. Children can register their bikes, have bikes inspected by a mechanic, learn safety skills, and complete an obstacle course. Coloramo Credit Union is the helmet sponsor, and will be on site to help children choose the correct size of helmet.
- City staff will work with the Arts and Culture Board to offer the second annual F-Town Film Contest about Bikes on October 4<sup>th</sup>.
- Truck-n-Treat is a free event created for the youth and families of the community. Approximately 59 vehicles were at the 2013 Truck-n-Treat and we anticipate as many or more in 2014. It is estimated that more than 2,000 people will attend.
- In December, the City will present the Holiday Arts and Crafts Fair at the FCC. The event will be held in the gym. This is an opportunity for local artisan to sell their goods and for community members to find gifts. In 2013 the event tripled in number of vendors, with more than 40.
- Bedtime Stories with Santa will round out a full year of events. This is a fun, low-cost activity for young children. Santa reads a Holiday-themed story and lets children sit on his lap for photos. Kids also get cocoa and cookies for a bedtime snack.

Event	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Sweet Heart 5k/10k					134	204	144	416	602	495	400
Mike Run	88	196	197	192	193	291	233	357	379	351	350

### 2015 Budget Highlights

- Will we be securing a new Mike the Headless Chicken title sponsor. The 2015 budget is reduced from the 2014 Budget. Staff will work to secure a new sponsor for the Mike the Headless Chicken event which, if successful, will result in additional revenue to cover the cost of additional supplies for our regularly scheduled events has increased significantly and advertising which is the source for all community involvement. If we want to continue to grow our events we will need a little extra resources to help with the process.
- Arts and Culture Board funding has been reduced to \$1,000

### Goals

- Continue increasing attendance for all special events through additional promotion, increased media exposure and refurbishing existing procedures.

# Parks and Recreation Department

## Special Events

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### Objectives

- Focus on the core values of Sweetheart while deliberating on how to increase participation.
- Continue to provide free and low cost activities and events throughout the year.
- Capitalize on the success Mike the Headless Chicken Festival by increasing the number of vendors, adding additional free family games, and increasing the public awareness of the event.
- Purchase new items for Mike store; including, ladies shirts, youth apparel and visors.
- Continue to bring in a wide variety of quality bands for the Thursday Night Concert Series.

# Parks and Recreation Department

## Special Events

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-451-29-4111	Salaries	(247)	-	-	-	-	0%
110-451-29-4120	Part Time	576	805	2,700	2,700	2,700	0%
110-451-29-4125	Contract Labor	200	-	250	250	250	0%
110-451-29-4130	Overtime	979	79	1,000	1,000	1,000	0%
		1,508	884	3,950	3,950	3,950	0%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
110-451-29-4210	Health Insurance	-	-	-	-	-	0%
110-451-29-4220	FICA Payroll Expense	78	55	250	250	250	0%
110-451-29-4221	Medicare Payroll Expense	18	13	75	75	75	0%
110-451-29-4230	Retirement Contribution	(11)	-	25	25	-	0%
110-451-29-4250	Unemployment Insurance	4	2	25	25	25	0%
110-451-29-4260	Workers Compensation Ins	125	125	100	100	125	25%
		214	195	475	475	475	0%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-451-29-4350	Entertainment	16,928	21,318	21,700	21,700	20,000	-8%
		16,928	21,318	21,700	21,700	20,000	-8%
<b><u>OTHER PURCHASED SERVICES</u></b>							
110-451-29-4553	Advertising	931	356	1,300	1,300	1,500	15%
		931	356	1,300	1,300	1,500	15%
<b><u>SUPPLIES</u></b>							
110-451-29-4610	Office Supplies	-	-	-	-	-	0%
110-451-29-4611	Postage	597	785	500	500	500	0%
110-451-29-4612	Supplies and Equipment	21,920	19,306	24,000	24,000	20,000	-17%
110-451-29-4690	Supplies for Resale	12,138	12,340	12,000	12,000	12,000	0%
		34,655	32,431	36,500	36,500	32,500	-11%
<b><u>SPECIAL PROJECTS</u></b>							
110-451-29-4810	Arts and Culture Board	1,174	2,173	2,000	2,000	1,000	-50%
110-451-29-4821	Fireworks Display	1,108	2,623	18,000	18,000	18,000	0%
		2,282	4,796	20,000	20,000	19,000	-5%
<b>TOTAL EXPENDITURES</b>		<b>56,518</b>	<b>59,980</b>	<b>83,925</b>	<b>83,925</b>	<b>77,425</b>	<b>-8%</b>

# Parks and Recreation Department

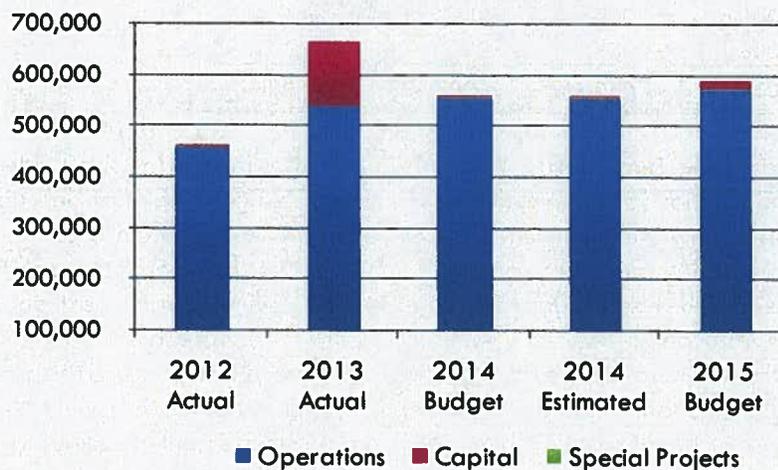
## Parks

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	239,650	278,556	288,350	288,350	299,500	4%
Personnel Services, Benefits	70,975	89,949	97,900	97,900	105,225	7%
Purchased Professional Services	1,998	1,978	2,950	2,950	3,000	2%
Purchased Property Services	68,702	83,086	78,850	78,850	77,900	-1%
Other Purchased Services	1,010	1,922	4,500	4,500	4,500	0%
Supplies	80,247	85,265	83,600	83,600	88,675	6%
<b>Subtotal</b>	<b>462,582</b>	<b>540,756</b>	<b>556,150</b>	<b>556,150</b>	<b>578,800</b>	<b>4%</b>
Capital	1,815	128,948	6,000	6,000	12,000	100%
Special Projects	5,638	1,232	1,800	1,800	800	-56%
<b>Total Expense</b>	<b>470,035</b>	<b>670,936</b>	<b>563,950</b>	<b>563,950</b>	<b>591,600</b>	<b>5%</b>

The purpose of the Parks program is to maintain parks, trails, and open space lands in the best possible condition and to provide a clean and safe environment for community members. Grounds management involves a multitude of activities such as mulching, mowing, transplanting, fertilizing, irrigating, planting, pruning and inventory. Planting and maintenance of parks trees and maintenance of the tree farm are included in this program. Trash removal on a daily base in all parks, along trails, open space areas owned by the City as well as downtown public areas. Weed control which includes removal and spraying of unwanted vegetation. Maintenance of trails includes sweeping and weed control along the trail edges. Irrigation maintenance and repair on all sprinkler system in the parks areas is the responsibility of the Parks Department.

### Budget History



# Parks and Recreation Department

## Parks

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### 2014 Accomplishments

- Performed maintenance on 41 acres of developed parkland (1 community park, 4 neighborhood parks and 3 pocket parks), 192 acres of open space lands (Snooks Bottom, Fruita Riverfront Park, Little Salt and Big Salt Wash Greenways), 9.35 miles of trails system, downtown planters and all grounds at the Fruita Community Center, Police Department, and Civic Center.
- Supported the needs of City and non-City special events, including: Sweetheart Run, Fat Tire Festival, Mike the Headless Chicken Festival, Thursday Night Concert Series, July 3<sup>rd</sup> Celebration (concert in the park in lieu of fireworks), and Fruita Fall Festival. Coordinated all electrical needs for special events.
- Responded to vandalism at various parks, repairing damaged equipment / facilities and removing graffiti in a timely basis. Worked with police department to minimize vandalism in parks and other park facilities.
- Participated in planning / design of future City Shops expansion to include work / shop space for parks division.
- Supported internal and external recreational activities at various parks, which included dragging and marking baseball and multipurpose fields daily for the little league baseball program as well as youth soccer, youth flag football and adult kickball recreation programs.
- Hosted tournaments (baseball and softball) at Little Salt Wash Park. Prepared fields by dragging and lining for games and providing upkeep during the tournaments
- Hosted one baseball camp and one softball camp at LSWP
- Worked with Mesa County District 51 to provide practice space for the high school baseball and softball teams.
- Acquired 2.7 miles of trail from the Fruita Welcome Center to 18 rd. and installed signage on this trail. Responsible for future maintenance of this trail section.
- Installed and assumed maintenance of new turf area with a 3 educational xeric planters, two new picnic shelters, and playground at Fruita Bike Park.
- Involved in planning for the Downtown improvements.

### 2015 Budget Highlights

- The 2015 Budget includes the furniture and equipment of \$12,000 for:
  - Windscreen replacement at Little Salt Wash Park - \$4,000
  - Dugout Bench replacement at Little Salt Wash Park - \$8,000
- Personnel adjustments include the promotion of a Maintenance Worker II to a Senior Maintenance Worker.
- Tree Projects has been reduced to \$800

# Parks and Recreation Department

## Parks

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### Goals

- To provide for all citizens a variety of enjoyable leisure facilities which are accessible, safe, physically attractive and well maintained. A level of maintenance consisting of the following will be applied:
  - Turf care: Cut a minimum once every five days or as needed
  - Fertilizer: Applied three times per season to maintain healthy grass.
  - Irrigation: Supplemental irrigation on demand at least three times per week
  - Litter control: Minimum service of three times per week during off season. During the warm months it is collected a minimum of seven times per week.
  - Pruning: When required, for health or reasonable appearance.
  - Disease and Insect Control: Completed on an annual routine basis to maintain health of vegetation
  - Lighting: Replacement or repair of fixtures when needed
  - Safety Inspections: Conduct and document findings of safety inspections on a routine basis of playground and other facilities
  - Restrooms: Serviced a minimum of seven times per week

### Objectives

- Continued improvements to all City park systems and trails.
- Maintain the existing park areas to include trash removal, mowing parks and trimming trees.
- Continue to add trees to the City Parks for beauty and protection for the citizens of the City.
- Increase the effective preventive maintenance of all parks to include spraying for insect infestations and tree spraying to prevent possible blight and tree loss.
- Participate in the renovation of the Civic Center Memorial Park and Reed Park, assuming grant funding is secured.

# Parks and Recreation Department

## Parks

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-451-80-4113	Salaries, Public Works	157,046	188,943	193,650	193,650	198,600	3%
110-451-80-4120	Part Time	76,176	77,284	80,100	80,100	88,100	10%
110-451-80-4130	Overtime	6,428	12,329	14,600	14,600	12,800	-12%
		239,650	278,556	288,350	288,350	299,500	4%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-451-80-4210	Health Insurance	37,145	51,094	57,125	57,125	62,500	9%
110-451-80-4220	FICA Payroll Expense	14,711	17,028	17,725	17,725	18,575	5%
110-451-80-4221	Medicare Payroll Expense	3,441	3,982	4,150	4,150	4,350	5%
110-451-80-4230	Retirement Contribution	7,059	8,510	9,000	9,000	9,450	5%
110-451-80-4250	Unemployment Insurance	719	835	875	875	900	3%
110-451-80-4260	Workers Compensation Ins	7,900	8,500	9,025	9,025	9,450	5%
		70,975	89,949	97,900	97,900	105,225	7%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-451-80-4310	Professional Development	1,998	1,978	2,950	2,950	3,000	2%
		1,998	1,978	2,950	2,950	3,000	2%
<b>PURCHASED PROPERTY SERVICES</b>							
110-451-80-4424	Parks Repair & Maintenance	45,602	51,826	40,100	40,100	43,000	7%
110-451-80-4425	Tamarisk Removal	3,000	3,000	3,000	3,000	3,000	0%
110-451-80-4430	Service Contracts	-	2,960	3,450	3,450	3,000	-13%
110-451-80-4435	Fleet Maintenance Charges	20,100	25,300	32,300	32,300	28,900	-11%
		68,702	83,086	78,850	78,850	77,900	-1%
<b>OTHER PURCHASED SERVICES</b>							
110-451-80-4530	Telephone	1,010	1,922	4,500	4,500	4,500	0%
		1,010	1,922	4,500	4,500	4,500	0%
<b>SUPPLIES</b>							
110-451-80-4612	Supplies and Tools	22,826	24,674	26,000	26,000	27,000	4%
110-451-80-4620	Utilities	23,761	25,086	30,000	30,000	29,000	-3%
110-451-80-4626	Fuel	18,730	24,574	23,000	23,000	26,075	13%
110-451-80-4629	Water Share Assessments	681	1,079	1,200	1,200	1,200	0%
110-451-80-4650	Landscaping Supplies	12,493	7,201	1,000	1,000	3,000	200%
110-451-80-4661	Uniforms and Safety Equip	1,756	2,651	2,400	2,400	2,400	0%
		80,247	85,265	83,600	83,600	88,675	6%
<b>CAPITAL</b>							
110-451-80-4742	Mobile Equipment	1,815	128,948	6,000	6,000	-	-100%
110-451-80-4743	Furniture and Equipment	-	-	-	-	12,000	N/A
		1,815	128,948	6,000	6,000	12,000	100%
<b>SPECIAL PROJECTS</b>							
110-451-80-4810	Tree Projects	5,638	1,232	1,800	1,800	800	-56%
		5,638	1,232	1,800	1,800	800	-56%
<b>TOTAL PARKS</b>		<b>470,035</b>	<b>670,936</b>	<b>563,950</b>	<b>563,950</b>	<b>591,600</b>	<b>5%</b>

# **Non-Departmental**

# Non-Departmental

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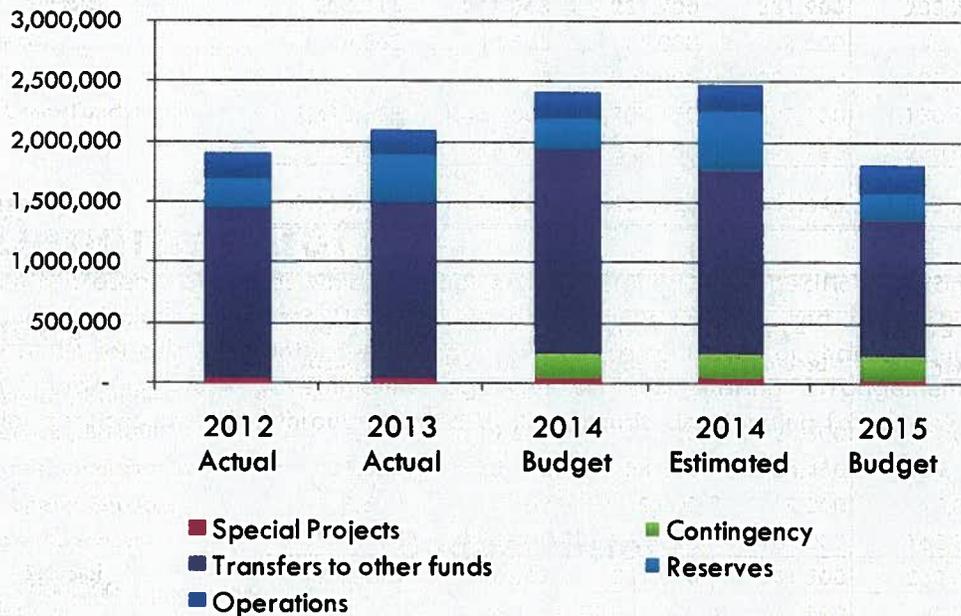
# Non-Departmental

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	-	-	-	-	-	0%
Personnel Services, Benefits	19,405	19,861	24,500	24,500	21,000	-14%
Purchased Professional Services	31,350	35,076	34,400	34,400	39,900	16%
Purchased Property Services	8,509	7,768	9,000	9,000	10,000	11%
Other Purchased Services	141,051	154,358	164,000	164,000	162,800	-1%
<b>Subtotal</b>	<b>200,315</b>	<b>217,063</b>	<b>231,900</b>	<b>231,900</b>	<b>233,700</b>	<b>1%</b>
Special Projects	44,563	44,563	45,000	44,600	42,000	-7%
Contingency	-	-	200,000	200,000	200,000	0%
Transfers to Other Funds	1,410,158	1,463,065	1,707,150	1,547,150	1,130,000	-34%
Reserves	255,600	388,954	254,600	477,795	220,000	-14%
<b>Total Expense</b>	<b>1,910,636</b>	<b>2,113,645</b>	<b>2,438,650</b>	<b>2,501,445</b>	<b>1,825,700</b>	<b>-25%</b>

This program represents expenses which are not easily assigned to a specific program within the General Fund. It includes transfers to other funds; liability, vehicle and property insurance; contingency funds set aside for unforeseen expenses; service contracts for shared equipment, and contributions made to other governmental agencies for cost sharing arrangements including transportation services provided through Grand Valley Transit, and funding for reserves.

## Budget History



# Non-Departmental

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## 2015 Budget Highlights

- Transportation Services - \$41,500. The City of Fruita contributes to the regional transportation system which provides transit services to the elderly and disabled as well as a fixed route bus system that was implemented in February of 2000. A two year funding schedule was adopted in 2014 for 2014 and 2015 and the City's contribution is \$39,000. Also included in transportation services is \$2,500 for costs associated with administration of the Unified Planning Work Program administered by the Metropolitan Planning Organization and governed the Regional Transportation Committee
- 5-2-1 Drainage Authority - \$5,000. In previous years, the City contributed funds to the 5-2-1 Regional Drainage Authority. The purpose of the authority is to provide regional solutions to storm water and drainage issues. The drainage authority was formed in 2004 by intergovernmental agreement between Mesa County, City of Grand Junction, City of Fruita, Town of Palisade and the Grand Junction Drainage District. The 2015 budget remains at \$5,000.
- Mesa Land Trust - \$11,900. The City contributes to the operational costs for Mesa Land Trust in administering the conservation easements in the buffer areas. The 2015 Budget includes a one time increase of \$5,000 to offset reductions in funding from other agencies and allowing Mesa Land Trust additional time to find other funding sources for administrative costs.
- Property Tax Rebates - \$500. Fruita residents who meet the age, income and other criteria are eligible for a property tax rebate on their City of Fruita property tax assessment. The rebate amount is the greater of \$50.00 or 50% of the City of Fruita assessment.
- Contingency - \$200,000. Contingency funds are appropriated from unrestricted fund balance for unanticipated expenses or reductions in revenue which may arise throughout the 2015 budget year. Contingency funds are approximately 3% of the General Fund operating expenses (excludes capital, reserve funding and transfers).
- Transfers - \$1,130,000. Transfers from the General Fund to other Funds represent approximately 13% of the total General Fund expenses. Transfers are made to the Capital Projects Fund for specific projects. The Community Center Fund transfer represents the historic subsidy provided by the General Fund in the past for programs which have been transferred to the Community Center Fund, including the outdoor swimming pool and aquatics programs, senior services, and fitness/wellness programs.
- Reserves - \$220,000. Reserves are amounts set aside for future specific uses. This includes the vehicle replacement and capital project reserves. Vehicle replacement costs of \$369,600 exceed the annual reserve funding of \$325,000 in 2015 resulting in the use of \$44,600 in reserves set aside from prior years. A list of this equipment is included in the Fleet Maintenance Fund budget. The Capital Project reserve is funded by severance taxes and mineral lease revenues. These revenues can fluctuate significantly from year to year. A base amount of \$80,000 is allocated towards operational costs with funds received in excess of \$80,000 set

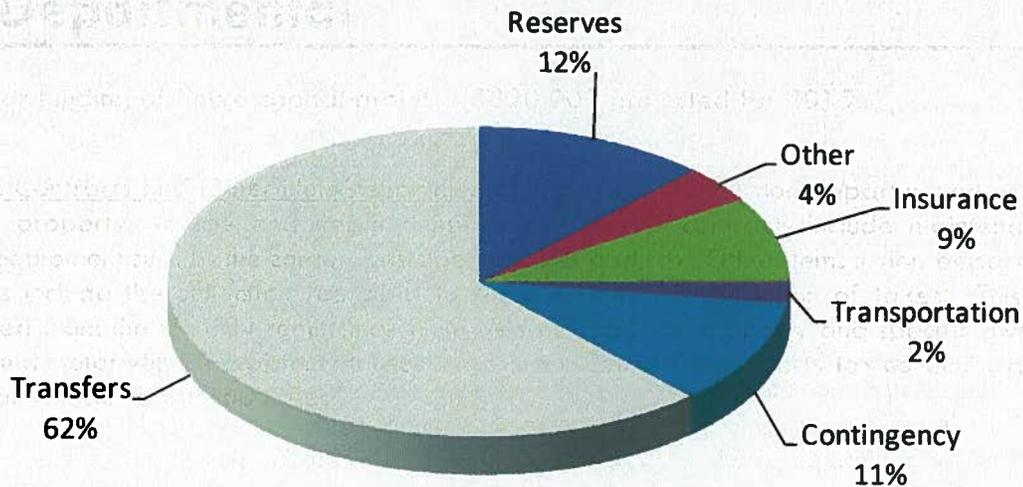
# Non-Departmental

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aside for funding of future capital projects (\$220,000 projected for 2015).

- **Service Contracts and Other Non-Departmental Expenses.** Other non-departmental expenses include property, vehicle and liability insurance. Service contracts include maintenance of office equipment such as the copier, postage machine, and fax. Other items in non-departmental services include the collection fee paid to Mesa County for collection of taxes. This fee is deducted from the monthly remittance from Mesa County for property and specific ownership taxes and motor vehicle registration fees. The fee is 2% of the property tax collection and 1% of motor vehicle registration fees.

## Non-Departmental Expenses - \$1.8 million



# Non-Departmental

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-490-01-4119	Salary Contingency	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-490-01-4210	Health Insurance Assessment	3,193	3,565	3,500	3,500	-	-100%
110-490-01-4211	Supplemental Health Ins.	16,212	16,296	21,000	21,000	21,000	0%
		19,405	19,861	24,500	24,500	21,000	-14%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-490-01-4318	County Collection Fees	20,450	23,176	22,500	22,500	23,000	2%
110-490-01-4333	Mesa Land Trust	6,900	6,900	6,900	6,900	11,900	72%
110-490-01-4334	5-2-1 Drainage Authority	4,000	5,000	5,000	5,000	5,000	0%
		31,350	35,076	34,400	34,400	39,900	16%
<b>PURCHASED PROPERTY SERVICES</b>							
110-490-01-4430	Service Contracts	8,509	7,768	9,000	9,000	10,000	11%
		8,509	7,768	9,000	9,000	10,000	11%
<b>OTHER PURCHASED SERVICES</b>							
110-490-01-4520	Property Insurance	27,316	34,954	36,000	36,000	38,000	6%
110-490-01-4521	Vehicle Insurance	12,820	15,000	16,000	16,000	18,000	13%
110-490-01-4522	Liability Insurance	76,000	78,645	77,150	77,150	81,800	6%
110-490-01-4523	Insurance Deductible	24,915	25,759	34,850	34,850	25,000	-28%
		141,051	154,358	164,000	164,000	162,800	-1%
<b>SPECIAL PROJECTS</b>							
110-490-01-4830	Transportation	44,489	44,489	44,500	44,500	41,500	-7%
110-490-01-4840	Property Tax Rebates	74	74	500	100	500	0%
		44,563	44,563	45,000	44,600	42,000	-7%
<b>CONTINGENCY</b>							
110-490-01-4850	Contingency	-	-	200,000	200,000	200,000	0%
		-	-	200,000	200,000	200,000	0%
<b>TRANSFERS TO OTHER FUNDS</b>							
110-490-01-4915	Transfer to Debt Service	-	-	-	-	-	0%
110-490-01-4919	Transfer to Comm Center	97,500	95,000	95,000	95,000	95,000	0%
110-490-01-4930	Transfer to Capital Project	1,312,658	1,368,065	1,612,150	1,452,150	1,035,000	-36%
		1,410,158	1,463,065	1,707,150	1,547,150	1,130,000	-34%
<b>RESERVES</b>							
110-490-01-4843	Vehicle Replacement Fund	255,600	67,800	109,600	126,750	-	-100%
110-490-01-4844	Capital Project Reserve	-	160,929	145,000	289,650	220,000	52%
110-490-01-4846	Health Insurance Reserve	-	160,225	-	61,395	-	0%
		255,600	388,954	254,600	477,795	220,000	-14%
<b>TOTAL EXPENDITURES</b>		<b>1,910,636</b>	<b>2,113,645</b>	<b>2,438,650</b>	<b>2,501,445</b>	<b>1,825,700</b>	<b>-25%</b>

# Conservation Trust Fund

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Conservation Trust Fund

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# Conservation Trust Fund

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# Conservation Trust Fund

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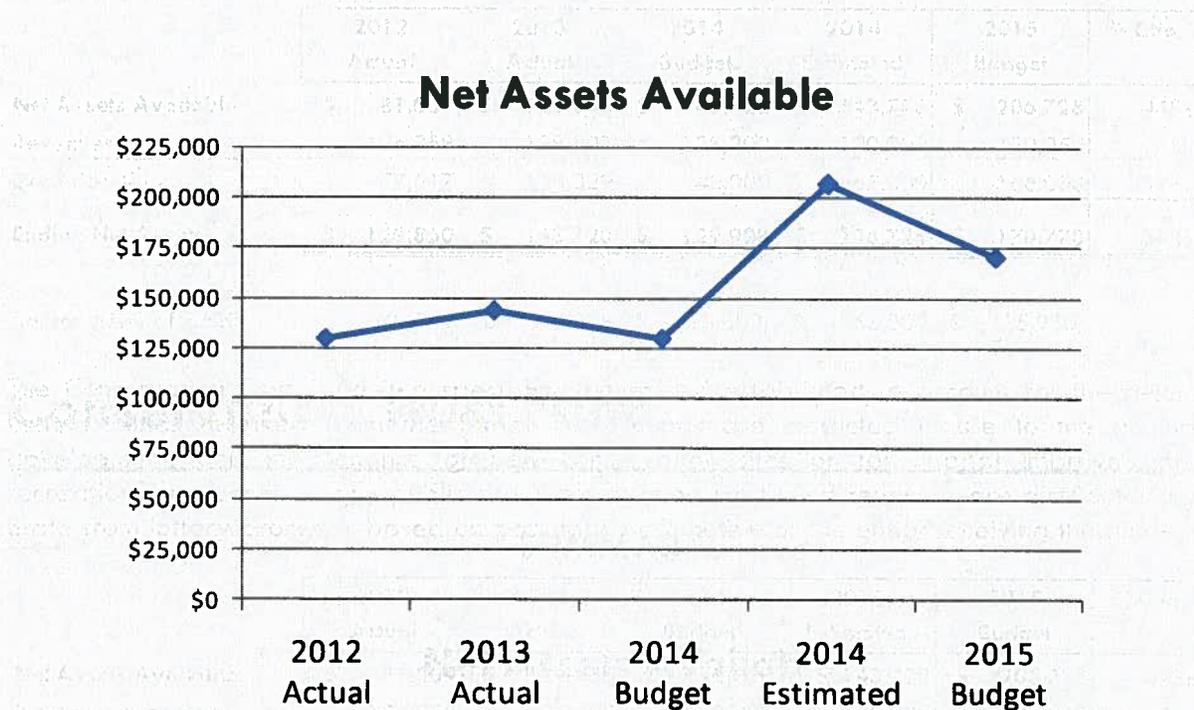
# Conservation Trust Fund

## SUMMARY

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
<b>Net Assets Available</b>	<b>\$ 81,009</b>	<b>\$ 129,850</b>	<b>\$ 143,728</b>	<b>\$ 143,728</b>	<b>\$ 206,728</b>	<b>44%</b>
Revenues	126,358	138,207	128,200	130,000	130,050	1%
Expenses	-77,517	-124,329	-142,000	-67,000	-166,000	17%
<b>Ending Net Assets</b>	<b>\$ 129,850</b>	<b>\$ 143,728</b>	<b>\$ 129,928</b>	<b>\$ 206,728</b>	<b>\$ 170,778</b>	<b>31%</b>

Source (Use) of Funds      \$ 48,841    \$ 13,878    \$ (13,800)    \$ 63,000    \$ (35,950)

The Conservation Trust Fund is a special revenue fund established to account for the receipt of Lottery Funds received from the State. These funds are restricted in use to the acquisition, development, and maintenance of new conservation sites or for capital improvements for recreational purposes on any public site. Conservation Trust Fund revenues are distributed by the State from lottery proceeds based on population estimates for the entity receiving the funds.



# Conservation Trust Fund

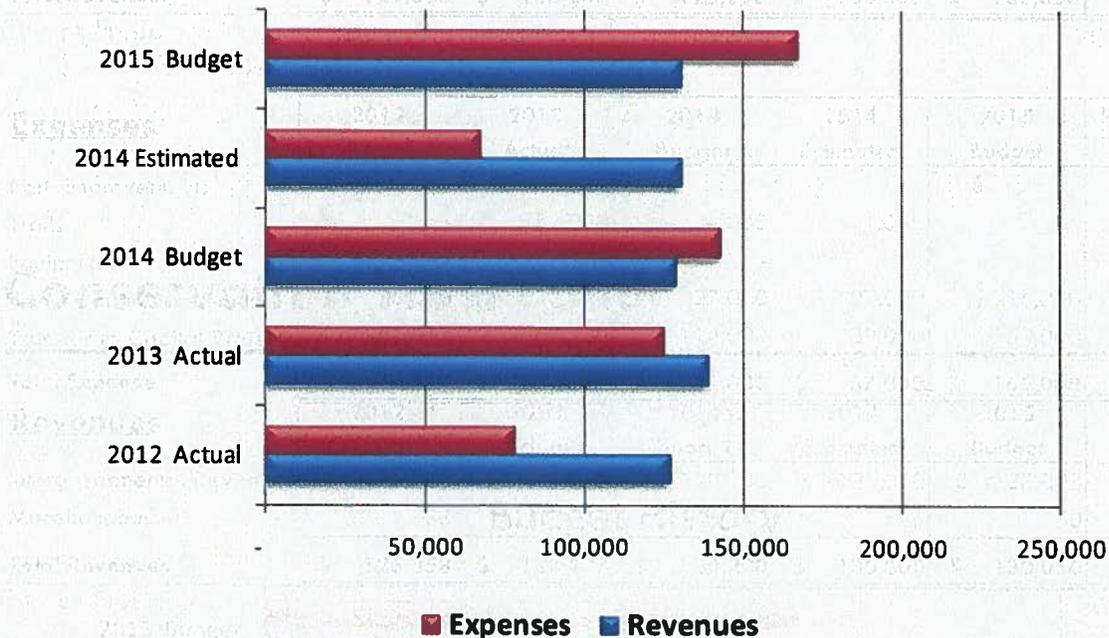
## Revenues

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Intergovernmental Revenues	\$ 126,320	\$ 138,190	\$ 128,150	\$ 130,000	\$ 130,000	1%
Miscellaneous	38	17	50	0	50	0%
<b>Total Revenues</b>	<b>\$ 126,358</b>	<b>\$ 138,207</b>	<b>\$ 128,200</b>	<b>\$ 130,000</b>	<b>\$ 130,050</b>	<b>1%</b>

## Expenses

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Park Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Trails	-	52,000	1,000	1,000	-	-100%
Equipment	-	-	-	-	-	0%
Conservation Easements	16,000	5,000	27,000	27,000	16,000	-41%
Transfer to Capital Projects	61,517	67,329	114,000	39,000	150,000	32%
<b>Total Expense</b>	<b>\$ 77,517</b>	<b>\$ 124,329</b>	<b>\$ 142,000</b>	<b>\$ 67,000</b>	<b>\$ 166,000</b>	<b>17%</b>

## Budget History



# Conservation Trust Fund

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Conservation Trust Fund revenues are received by the City of Fruita from the distribution of Lottery proceeds received by the State of Colorado. Forty percent (40%) of the net proceeds are distributed to eligible entities using a formula based on population.

Conservation Trust Funds must be spent for parks, recreation and open space purposes in accordance with Colorado Revised Statutes (29-21-101). The City is required to file annual reports on these expenditures to ensure compliance with state statutes.

## **2014 Accomplishments**

- Funds were transferred to the Capital Projects Fund for Reed Park improvements (\$25,000) and erosion control improvements to the Little Salt Wash (\$14,000)
- The City of Fruita continued its participation with acquisition of conservation easements on property in the buffer area and allocated unspent funds from the prior year for a total of \$27,000 to assist with the purchase of easements in 2014. To date none of these funds have been spent.
- An additional \$75,000 was allocated for Civic Center Memorial Park in 2014. However, this project was postponed and these funds are reallocated in 2015

## **2015 Budget Highlights**

- Continue participation in the acquisition of conservation easements - \$16,000
- Transfers to the Capital Projects Fund for 2015 projects:
  - Kokopelli Riverfront Trail (\$40,000)
  - Reed Park ADA Improvements (\$105,000)
  - Rotary Triangle Park Signage (\$5,000)

## **Goals and Objectives**

- Conserve open space and develop parks for recreational opportunities for citizens of Fruita.

# Conservation Trust Fund

## Revenues

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>INTERGOVERNMENTAL REVENUES</b>							
121-000-00-3358	Lottery Funds	126,320	138,190	128,150	130,000	130,000	1%
		126,320	138,190	128,150	130,000	130,000	1%
<b>MISCELLANEOUS</b>							
121-000-00-3610	Interest on deposits	38	17	50	-	50	0%
		38	17	50	-	50	0%
<b>TOTAL REVENUES</b>		<b>126,358</b>	<b>138,207</b>	<b>128,200</b>	<b>130,000</b>	<b>130,050</b>	<b>1%</b>

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>CAPITAL PROJECTS</b>							
121-800-78	Prospector Park	-	-	-	-	-	0%
121-801-78	Reed Park Improvements	-	-	-	-	-	0%
121-803-78	Roberson Park	-	-	-	-	-	0%
121-804-78	Triangle Park	-	-	-	-	-	0%
121-842-78	Fruita Trail Connection	-	50,000	-	-	-	0%
121-820-78	Furniture and equipment	-	-	-	-	-	0%
121-880-78	Trail Planning	-	2,000	1,000	1,000	-	-100%
121-880-78	Conservation Easements	16,000	5,000	27,000	27,000	16,000	-41%
		16,000	57,000	28,000	28,000	16,000	-43%
<b>TRANSFERS TO OTHER FUNDS</b>							
121-880-78-4930	Transfer to Capital Projects	61,517	67,329	114,000	39,000	150,000	32%
		61,517	67,329	114,000	39,000	150,000	32%
<b>TOTAL EXPENSES</b>		<b>77,517</b>	<b>124,329</b>	<b>142,000</b>	<b>67,000</b>	<b>166,000</b>	<b>17%</b>

# Conservation Trust Fund

<b>Project #880</b>	<b>Conservation Easements</b>					<b>% Chg.</b>
	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	
<b>Revenues</b>						
121-000-00-3358 Lottery Funds	16,000	5,000	27,000	27,000	16,000	-41%
<b>Total Revenues</b>	<b>16,000</b>	<b>5,000</b>	<b>27,000</b>	<b>27,000</b>	<b>16,000</b>	<b>-41%</b>
<b>Expenses</b>						
121-880-78-4845 Conservation Easements	16,000	5,000	27,000	27,000	16,000	-41%
<b>Total Expenses</b>	<b>16,000</b>	<b>5,000</b>	<b>27,000</b>	<b>27,000</b>	<b>16,000</b>	<b>-41%</b>

## Project Description

This is a continuation of the Purchase of Development Rights program. The focus of this program is the purchase of development rights on agricultural property in the buffer areas between the City of Fruita and the City of Grand Junction as well as the buffer area between the Town of Palisade and the City of Grand Junction. The buffer areas provide a physical separation between the municipalities in the Grand Valley, thus helping to preserve agricultural and undeveloped land in these areas and the identity of the individual municipalities. GOCO grant funds and other funds are used to help purchase these rights and easements with the municipalities and County contributing matching funds. The majority of these easement acquisitions are administered by the Mesa Land Trust.

## Purpose and Need

The purchase of development rights and conservation easements on agricultural land in the buffer areas are important to preservation of these areas.

## History and Current Status

This is an ongoing program and dependent upon successful negotiations with the various land owners in the buffer area. Mesa Land Trust is a non-profit organization which holds a number of these easements in the Grand Valley and plays an important role in the negotiations for purchase of the easement, coordination between the various entities and monitoring the property for compliance with the terms of the easement.

## Operating Budget Impact

The City contributes funds to Mesa Land Trust for administration and oversight of the conservation easement acquisitions. The City's contribution in 2015 is budgeted in the General Fund at \$6,900.

# Conservation Trust Fund

<b>Project #880</b>	<b>Transfers to Capital Projects</b>					
	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
<b>Revenues</b>						
121-000-00-3358 Lottery Funds	61,517	67,329	114,000	39,000	150,000	32%
<b>Total Revenues</b>	<b>61,517</b>	<b>67,329</b>	<b>114,000</b>	<b>39,000</b>	<b>150,000</b>	<b>32%</b>
<b>Expenses</b>						
121-880-78-4930 Transfer to Capital Projects	61,517	67,329	114,000	39,000	150,000	32%
<b>Total Expenses</b>	<b>61,517</b>	<b>67,329</b>	<b>114,000</b>	<b>39,000</b>	<b>150,000</b>	<b>32%</b>

## Project Description

Conservation Trust Funds are transferred to the Capital Projects Fund for parks, open space and trail capital projects. Additional information and total project costs on these projects may be found in the Capital Projects Fund.

Transfer to Capital Projects Fund for the following park improvement projects:

Reed Park	\$105,000
Kokopelli Riverfront Trail	40,000
Rotary Triangle Park	<u>5,000</u>
	<b>\$150,000</b>

# **Marketing and Promotion Fund**

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# Marketing and Promotion Fund

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## Marketing and Promotion Fund

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## Marketing and Promotion Fund

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# Marketing and Promotion Fund

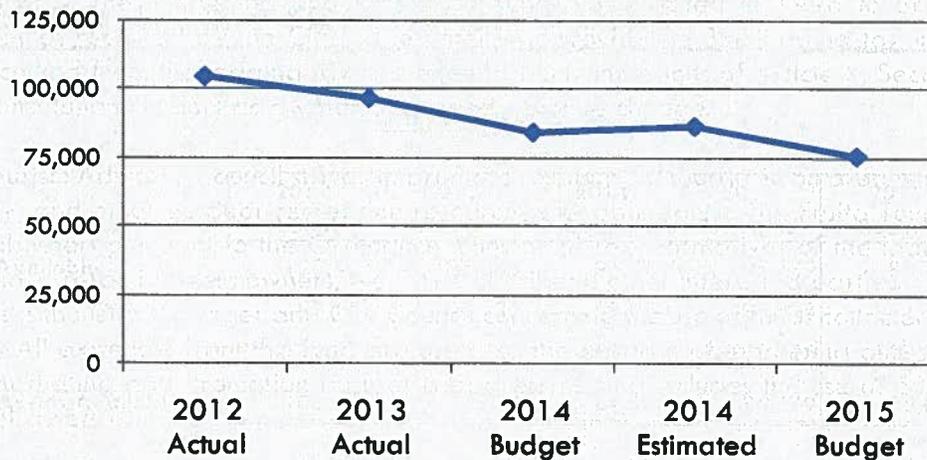
## Summary

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
<b>Net Assets Available</b>	122,447	105,040	96,779	96,779	86,779	-10%
<b>Revenues</b>	97,172	100,482	97,050	98,825	97,050	0%
<b>Expenses</b>	-114,579	-108,743	-109,175	-108,825	-108,225	-1%
<b>Ending Net Assets Available</b>	<b>105,040</b>	<b>96,779</b>	<b>84,654</b>	<b>86,779</b>	<b>75,604</b>	<b>-11%</b>
<b>Source (Use) of Funds</b>	<b>-17,407</b>	<b>-8,261</b>	<b>-12,125</b>	<b>-10,000</b>	<b>-11,175</b>	<b>-8%</b>

The purpose of the Marketing and Promotion Fund is to promote Fruita to visitors through tourism related business. The Marketing and Promotion Fund was created in 1996 to account for the lodging revenues received by the City. The voter's approved the 3% lodging tax in April 1996. Revenues received from the lodging tax are exempt from limitations of Article X, Section 20 of the Colorado Constitution (Tabor) as a voter approved revenue change.

The Fruita Tourism Advisory Council strives to promote responsible tourism in an area where geology, paleontology, and other outdoor recreation resources are abundant. The Fruita Tourism Advisory Council, established pursuant to the Ordinance, consists of representatives of the lodging industry, area attractions, retail business owners, the City Council and other interested parties. The Advisory Council advises the City Manager and City Council concerning the use of funds collected from the tax on lodging. All expenses from this fund are used for the purpose of marketing and promoting the City. The Marketing and Promotion budget is aggressive and includes the use of \$11,900 of the available net assets in 2015.

## Net Assets Available



# Marketing and Promotion Fund

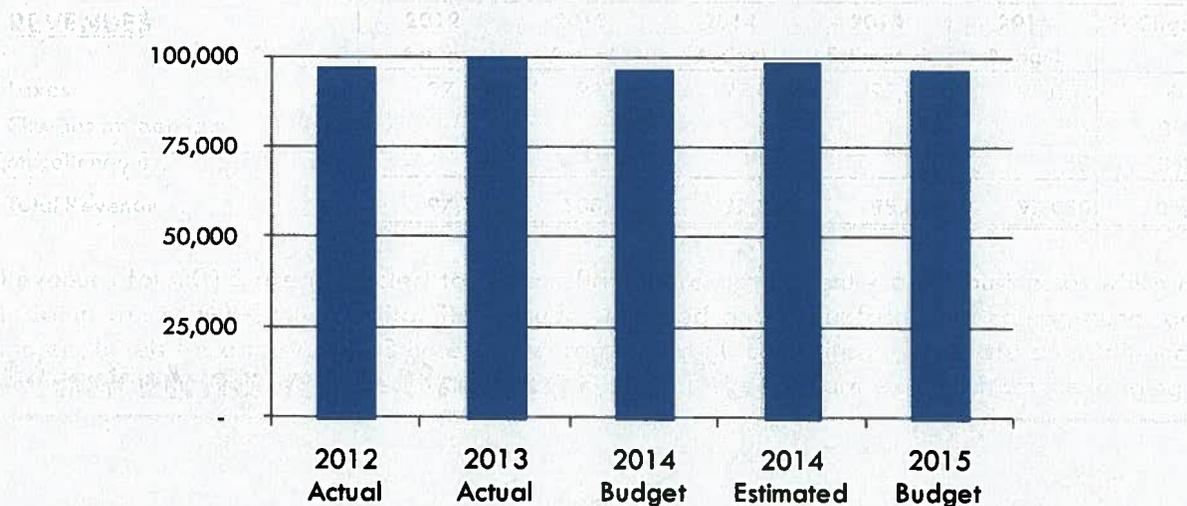
## Summary

### REVENUES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Taxes	97,106	99,645	97,000	97,000	97,000	0%
Charges for Services	-	806	-	1,775	-	0%
Miscellaneous	66	31	50	50	50	0%
<b>Total Revenue</b>	<b>97,172</b>	<b>100,482</b>	<b>97,050</b>	<b>98,825</b>	<b>97,050</b>	<b>0%</b>

Revenues for 2015 are projected to remain flat. There are currently eight businesses which remit lodging tax to the City of Fruita. This includes two Bed and Breakfasts, one campground, and 5 motels/hotels for a total of 233 hotel/motel rooms and 80 campsites. There are an additional 57 campsites at the Colorado River State Park in Fruita. These sites are exempt from the lodging tax.

## Budget History - Revenues



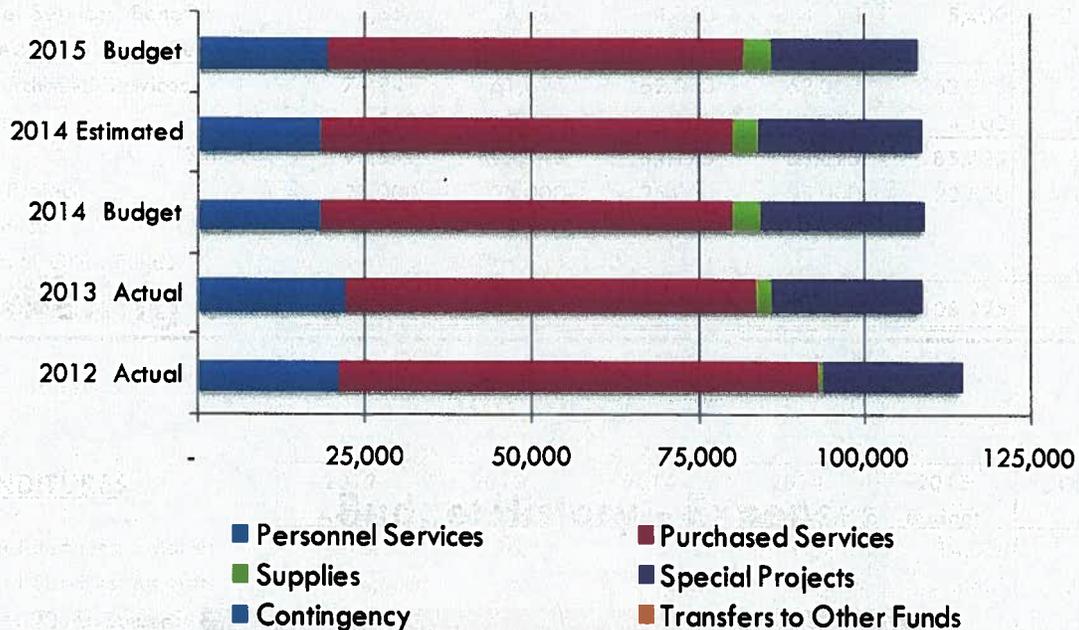
# Marketing and Promotion Fund

## Summary

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	16,109	16,769	13,725	13,725	14,000	2%
Personnel Services, Benefits	4,666	4,896	4,350	4,350	5,400	24%
Purchased Professional Services	-	-	-	-	-	0%
Other Purchased Services	71,941	61,690	62,000	62,000	62,225	0%
Supplies	863	2,388	4,100	3,750	4,100	0%
<b>Subtotal</b>	<b>93,579</b>	<b>85,743</b>	<b>84,175</b>	<b>83,825</b>	<b>85,725</b>	<b>2%</b>
Special Projects	21,000	23,000	25,000	25,000	22,500	-10%
Contingency	-	-	-	-	-	0%
Transfers to Other Funds	-	-	-	-	-	0%
<b>Total Expense</b>	<b>114,579</b>	<b>108,743</b>	<b>109,175</b>	<b>108,825</b>	<b>108,225</b>	<b>-1%</b>

## Budget History - Expenses



# Marketing and Promotion Fund

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## 2014 Accomplishments

- The newly redesigned Mike the Headless Chicken website had an extremely good year with over 152,000 unique visitors to date from around the world visiting it and becoming exposed to Fruita. The festival enjoyed coverage from news outlets around the world including interviews in Ireland and Australia. The Facebook page for Mike has reached 16,122 followers making it one of the top festival pages in the region.
- In the spring Fruita hosted social media writers from the Colorado Tourism Office. These writers covered stories about Fruita and distributed them to their 400,000 plus followers gaining international exposure for Fruita as well. Fruita is continuing its relationship with these writers to encourage future exposure.
- During the spring Fruita launched a new traditional media campaign focused on attracting the female mountain bike rider. The main strategy behind this move is that this target is the fastest growing segment in the mountain bike industry.
- The lodging tool that Fruita was the first to use on the Western Slope has resulted in 586 direct lodging stays in Fruita so far this year. The tool allows booking at Balanced Rock Motel, Comfort Inn, Fruita Crash Pad, Haase Short Term Rental, Highline State Park, Colorado River State Park, La Quinta Inn & Suites, Monument RV, Stonehaven Inn, and Super 8.
- On the digital side Fruita now has the number one social media destination page in the Grand Valley with 11,527 followers compared to 10,027 for Palisade and 7,414 for Grand Junction. Fruita has also launched a new website to replace the older [www.gofruita.com](http://www.gofruita.com). The new website allows for the highlighting of attractions in Fruita, however it now has the added capability of promoting local businesses. A blog has been added to the new website allowing for better engagement with potential visitors.
- This summer Fruita hosted in partnership with Palisade and Grand Junction European writers for mountain bike magazines. These stories should be appearing in those publications latter this year hopefully peaking interest in visitors for the 2015 season. Fruita also gained the rights to the video that was filmed during this visit for its own use.
- The City of Fruita, Grand Junction Visitor and Convention Bureau and Palisade Tourism combined marketing dollars this year to promote mountain biking and area retailers in both Grand Junction, Palisade and Fruita. The end result is a website that has hotel, restaurant and retail deals. The website was displayed from August through November. [www.redhotdirtdays.com](http://www.redhotdirtdays.com)
- Fruita continued its involvement with the Denver Chamber of Commerce and Visit Denver allowing distribution of Fruita materials at all conventions held in Denver and at Denver International Airport.
- Support was maintained for Fruita's unique festivals: "Fruita Fat Tire Festival", "Mike the Headless Chicken Festival", "Dinosaur Days", "Fruita Fall Festival", "Farmers Market", and the Thursday Night Concert Series".

# Marketing and Promotion Fund

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## 2015 Budget Highlights

- A two year contract was awarded in late 2014 to Cobb and Associates for marketing and promotion services for the City in the amount of \$61,000.
- Contributions to the following Special Events are included in the 2015 Budget:
  - Fat Tire Festival .....\$3,500
  - Dinosaur Days .....\$1,000
  - Mike the Headless Chicken Festival .....\$3,000
  - Thursday Night Concert Series.....\$4,000
  - Fruita Fall Festival .....\$3,000
  - Farmer’s Market .....\$5,000
  - Colorado Riverfront Concert Series.....\$3,000
- Mini Entertainment grants have been deleted in the 2015 budget.
- Advertising and promotion services include an additional \$1,225 for obtaining and promoting new sporting events in Fruita and Mesa County by the Colorado Mesa University Sports Commission

## Goals and Objectives

- Local Focus. Continue to stimulate business activity. Identify programs that will benefit not only the lodging properties, but also, the retail and restaurant offerings.
- Cover Media Channels. On a regional level Fruita will cover as many message channels as possible. This includes online, offline and press. An asserted effort will be targeted towards maintaining and growing the Front Range biking demographics. Further exploration will be put towards developing a stronger market in Utah.
- Press Relations. A concentrated effort will be placed on getting stories published in print, digital and television.
- Digital. Continue to grow social community while engaging them with new program that is interactive and participatory.
- Partner. Work with successes of current tourism partnership and explore opportunities of new projects and potentially additional partners.

## Personnel

The Marketing and Promotion Fund is staffed by the Human Resource Manager with approximately 20% of this employees time spent in this area with the remaining 80% spent in other functions.

# Marketing and Promotion Fund

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FULL TIME	2012	2013	2014	2015
Administrative Services	0.25	0.25	0.20	0.20
<b>SUBTOTAL</b>	<b>0.25</b>	<b>0.25</b>	<b>0.20</b>	<b>0.20</b>

# Marketing and Promotion Fund

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FULL TIME	2012	2013	2014	2015
Administrative Services	0.25	0.25	0.20	0.20
<b>SUBTOTAL</b>	<b>0.25</b>	<b>0.25</b>	<b>0.20</b>	<b>0.20</b>

# Marketing and Promotion Fund

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FULL TIME	2012	2013	2014	2015
Administrative Services	0.25	0.25	0.20	0.20
<b>SUBTOTAL</b>	<b>0.25</b>	<b>0.25</b>	<b>0.20</b>	<b>0.20</b>

# Marketing and Promotion Fund

## Revenues

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>TAXES</b>							
125-000-00-3134	Lodgers Tax	97,106	99,645	97,000	97,000	97,000	0%
		97,106	99,645	97,000	97,000	97,000	0%
<b>CHARGES FOR SERVICES</b>							
125-000-00-3483	Penalties	-	806	-	1,775	-	0%
		-	806	-	1,775	-	0%
<b>MISCELLANEOUS</b>							
125-000-00-3610	Interest on deposits	66	31	50	50	50	0%
125-000-00-3680	Miscellaneous	-	-	-	-	-	0%
		66	31	50	50	50	0%
<b>TOTAL REVENUES</b>		<b>97,172</b>	<b>100,482</b>	<b>97,050</b>	<b>98,825</b>	<b>97,050</b>	<b>0%</b>

# Marketing and Promotion Fund

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
125-465-53-4111	Salaries, Administrative	16,109	16,769	13,725	13,725	14,000	2%
125-465-53-4120	Part Time	-	-	-	-	-	0%
		16,109	16,769	13,725	13,725	14,000	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
125-465-53-4210	Health Insurance	2,660	2,811	2,550	2,550	3,550	39%
125-465-53-4220	FICA Payroll Expense	959	997	850	850	875	3%
125-465-53-4221	Medicare Payroll Expense	224	233	200	200	225	13%
125-465-53-4230	Retirement Contribution	725	755	650	650	650	0%
125-465-53-4250	Unemployment Insurance	48	50	50	50	50	0%
125-465-53-4260	Workers Compensation Insurance	50	50	50	50	50	0%
		4,666	4,896	4,350	4,350	5,400	24%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
125-465-53-4310	Professional Development	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>OTHER PURCHASED SERVICES</b>							
125-465-53-4550	Printing	-	-	1,000	1,000	-	-100%
125-465-53-4553	Advertising & Promotion	71,941	61,690	61,000	61,000	62,225	2%
		71,941	61,690	62,000	62,000	62,225	0%
<b>SUPPLIES</b>							
125-465-53-4610	Office Supplies	-	-	-	-	-	0%
125-465-53-4612	Supplies and Equipment	-	-	-	-	-	0%
125-465-53-4620	Billboard utilities	191	208	600	250	600	0%
125-465-53-4642	Signs & Banners	672	2,180	3,500	3,500	3,500	0%
		863	2,388	4,100	3,750	4,100	0%
<b>SPECIAL PROJECTS</b>							
125-465-53-4843	Mini Entertainment Grants	1,000	2,000	2,000	2,000	-	-100%
125-465-53-4844	Special Events	20,000	21,000	23,000	23,000	22,500	-2%
125-465-53-4846	Health Insurance Reserve	-	-	-	-	-	0%
		21,000	23,000	25,000	25,000	22,500	-10%
<b>CONTINGENCY</b>							
125-465-53-4850	Contingency	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TRANSFERS TO OTHER FUNDS</b>							
125-465-53-4950	Transfer to General Fund	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL EXPENSES</b>		<b>114,579</b>	<b>108,743</b>	<b>109,175</b>	<b>108,825</b>	<b>108,225</b>	<b>-1%</b>

# **Community Center Fund**

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# Community Center Fund

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# Community Center Fund

## SUMMARY

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
<b>Net Assets Available</b>	411,326	676,638	854,754	854,754	561,773	-34%
Revenues	2,108,806	2,221,102	2,137,000	2,238,000	2,237,250	5%
Expenses	(1,843,494)	(2,042,986)	(2,163,350)	(2,181,350)	(2,237,250)	3%
Adjustments for reserves	-	-	(346,550)	(349,631)	(13,725)	0%
<b>Ending Net Assets</b>	<b>676,638</b>	<b>854,754</b>	<b>481,854</b>	<b>561,773</b>	<b>548,048</b>	<b>14%</b>

Source (Use) of Funds	265,312	178,116	(372,900)	(292,981)	(13,725)
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## FUND DESCRIPTION

The Community Center Fund was established in 2009 for the purpose of accounting for the receipt and expenditure of funds for the Community Center. The voters approved a one cent increase in the sales and use tax rate for the construction and operation of a Community Center. The tax increase went into effect of January 1, 2009. Bonds were issued in November 2009 and construction of the center was completed in early 2011 and the Center began operations in February 2011.

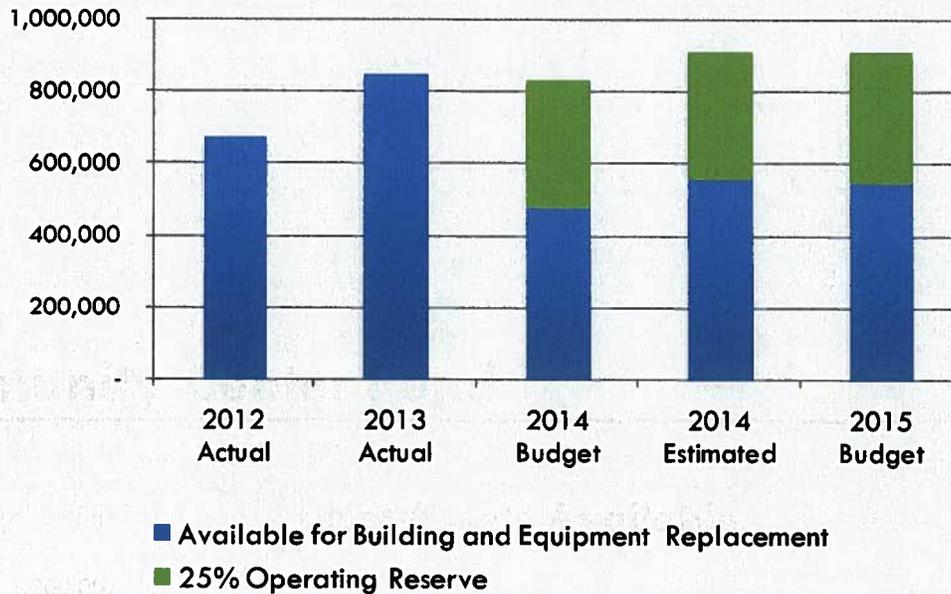
The Fruita Community Center provides a recreational facility and activities for the Fruita community. The Community Center enhances and improves the quantity and quality of programs, activities and special events. The Community Center consists of the following amenities: Senior Center, Indoor Leisure / Lap Pool, Outdoor Pool, Fitness / Wellness Areas, Multi-purpose Meeting Rooms, Catering Kitchen, One and Half Court Gymnasium, Child Sitting, Staff Offices and Lobby Space, and Landscaping / Parking Lot Areas. Mesa County Public Library also has a branch library in the Community Center. The Fruita Community Center is available for drop in use and has space programmed for classes and activities. The facility has rooms available for rent by the community for birthday parties, classes, meetings, weddings, and other community events.

Budget policies establish a capital equipment replacement fund (CERF) for the Community Center Fund to ensure that funds are available for replacement of equipment as needed. The equipment replacement schedule for the CERF includes \$2.6 million in equipment to be replaced over a 17 year period. The projected amount available at the end of 2015 is \$571,248 and an additional \$500,000 will be added from supplemental bond reserve in December 2019. An annual addition of \$25,000 is budgeted in 2015 to fund the CERF.

In addition, budget policies established a 25% operating reserve in the Community Center Fund in 2014. The operating reserve is based on the current years expenses, less debt service transfers, funding of reserves and capital equipment. This reserve is projected to be \$372,206 at the end of 2015. The following chart shows the combination of operating reserve and capital equipment replacement reserve funds.

# Community Center Fund

## Net Assets Available



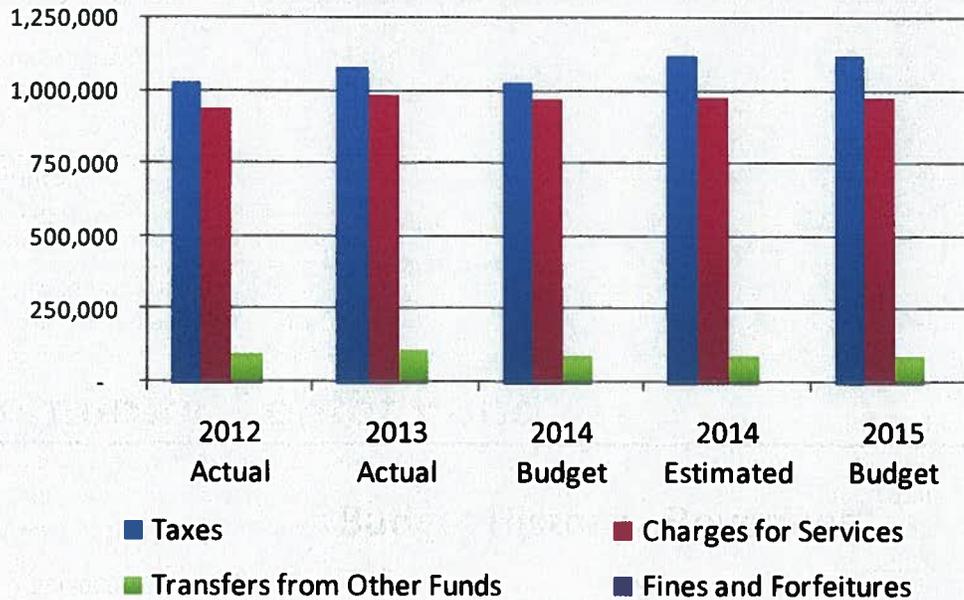
### Revenues

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Taxes	1,032,788	1,084,979	1,033,000	1,125,000	1,125,000	9%
Charges for Services	938,439	985,002	977,000	983,000	982,250	1%
Fines and Forfeitures	2,366	1,464	-	-	-	0%
Interest and Rentals	35,548	36,746	32,000	35,000	35,000	9%
Transfers from Other Funds	99,665	112,911	95,000	95,000	95,000	0%
<b>Total Revenues</b>	<b>2,108,806</b>	<b>2,221,102</b>	<b>2,137,000</b>	<b>2,238,000</b>	<b>2,237,250</b>	<b>5%</b>

Revenues for the Community Center Fund are generated from a one cent increase in the sales and use tax rate and user fees. The one cent sales and use tax was approved by voters in November 2008. A portion of the tax (6/10<sup>th</sup>) will expire no later than January 1, 2039. The remaining tax (4/10<sup>th</sup>) will continue without any sunset provisions as an operational subsidy. A transfer from the General Fund of \$95,000 provides an additional operational subsidy based on historical data of program revenues and expenses previously subsidized by the General Fund (outdoor pool, senior services and some recreation programs) prior to construction of the Community Center and which are now included in the Community Center Fund. Sales and use tax revenues are projected to increase 10% in 2015 and user fees are projected to increase 2%.

# Community Center Fund

## Budget History - Revenues



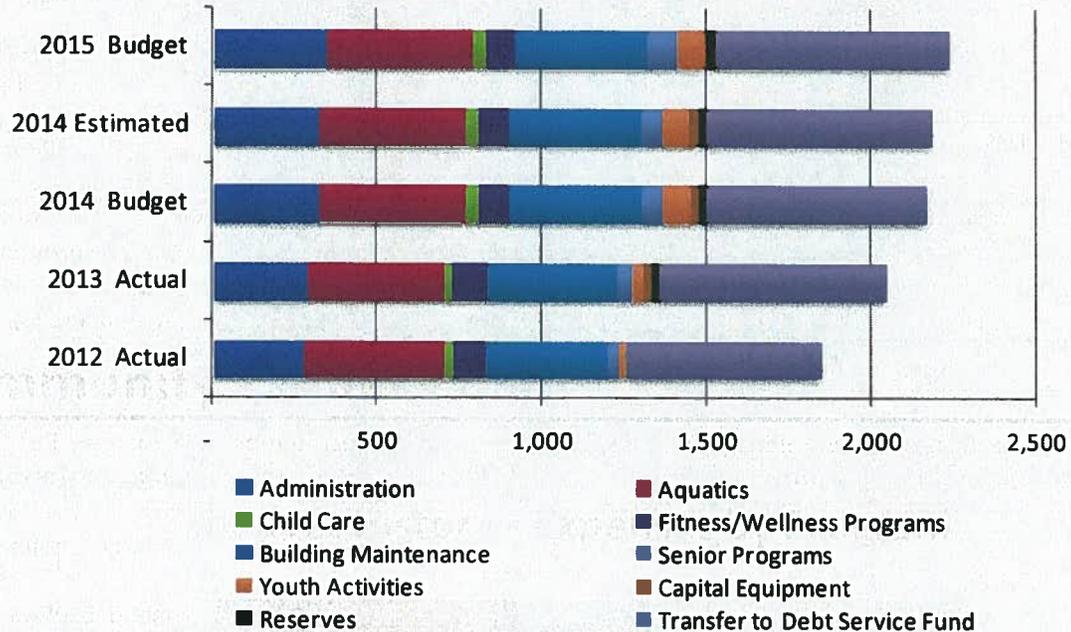
### Expenses by program

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Administration	274,432	281,673	319,200	319,200	344,125	8%
Aquatics	423,289	420,455	449,725	449,725	447,450	-1%
Youth Activities	15,270	33,405	80,275	79,175	84,500	5%
Child Care	30,437	22,375	31,475	31,475	33,575	7%
Fitness/Wellness Programs	101,253	111,143	100,025	100,025	89,600	-10%
Senior Programs	37,161	39,214	64,975	64,975	86,800	34%
Building Maintenance	362,636	391,665	398,925	398,825	402,775	1%
<b>Subtotal</b>	<b>1,244,478</b>	<b>1,299,930</b>	<b>1,444,600</b>	<b>1,443,400</b>	<b>1,488,825</b>	<b>3%</b>
Capital Equipment	2,825	29,822	27,500	27,500	9,500	-65%
Reserves	-	20,450	25,000	25,000	25,000	0%
Transfer to Debt Service Fund	596,196	692,782	666,250	685,450	713,925	7%
<b>Total Expenses</b>	<b>1,843,499</b>	<b>2,042,984</b>	<b>2,163,350</b>	<b>2,181,350</b>	<b>2,237,250</b>	<b>3%</b>

The first full year of program expenses occurred in 2012 . Programs within the community center include administration/facility management, aquatics including the indoor and outdoor pool, youth activities, child care, various fitness and wellness programs, senior programs and building maintenance. Expenses are budgeted to increase 3% in 2015.

# Community Center Fund

## Budget History - Expenses by Program

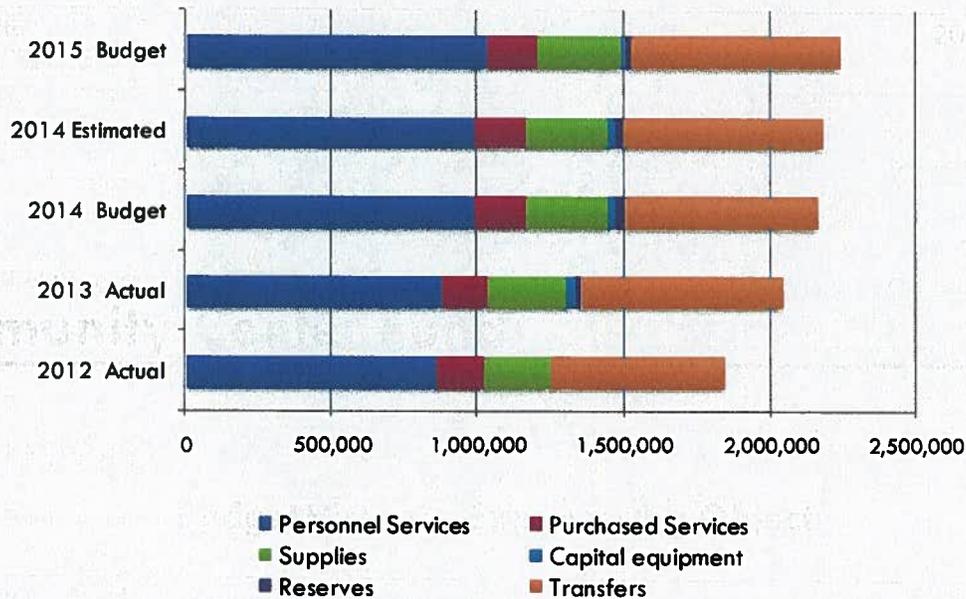


### Expenses by object

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	720,471	734,806	831,600	831,600	852,975	3%
Personnel Services, Benefits	133,717	137,239	156,100	155,000	176,950	13%
Purchased Professional Services	28,398	34,169	43,850	43,850	39,100	-11%
Purchased Property Services	122,190	105,199	106,300	106,300	110,675	4%
Other Purchased Services	12,078	20,269	24,250	24,250	22,750	-6%
Supplies	227,619	268,250	282,500	282,400	286,375	1%
<b>Subtotal</b>	<b>1,244,473</b>	<b>1,299,932</b>	<b>1,444,600</b>	<b>1,443,400</b>	<b>1,488,825</b>	<b>3%</b>
Capital	2,825	29,822	27,500	27,500	9,500	-65%
Reserves	-	20,450	25,000	25,000	25,000	0%
Transfer to Debt Service	596,196	692,782	666,250	685,450	713,925	7%
<b>Total Expenses</b>	<b>1,843,494</b>	<b>2,042,986</b>	<b>2,163,350</b>	<b>2,181,350</b>	<b>2,237,250</b>	<b>3%</b>

# Community Center Fund

## Budget History - Expenses by Object



### PERSONNEL

The Facility Manager position was upgraded to a Recreation Superintendent in 2014 as part of the recruitment process to replace the previous Facility Manager. The building maintenance position was also upgraded from a maintenance worker I to a maintenance worker II position. The part time Senior Services Program Coordinator position is upgraded to a full time Recreation Supervisor.

# Community Center Fund

FULL TIME	2012	2013	2014*	2015*
Facility Manager	1	1	1	0
Recreation Superintendent	0	0	0	1
Guest Services Supervisor	1	1	1	1
Aquatics Manager	1	1	1	1
Program Coordinator	1	1	1	2
Building Maintenance Worker I	1	1	1	0
Building Maintenance Worker II	0	0	0	1
<b>Subtotal</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>
PART TIME HOURS*				
Guest Services/Facility Coord	9,448	9,103	9,360	9,360
Building Maintenance Staff	462	1,020	1,000	920
Fitness/Wellness Programs	1,745	2,387	3,000	3,000
Aquatics Staff	30,563	27,947	29,000	29,000
Senior Services Staff	2,215	1,971	2,850	600
Youth Activities	341	1,049	1,350	1,350
Day Care Providers	3,033	2,265	2,500	2,500
<b>Subtotal Hours</b>	<b>47,807</b>	<b>45,742</b>	<b>49,060</b>	<b>46,730</b>
<b>FTE Equivalent</b>	<b>23.0</b>	<b>22.0</b>	<b>23.6</b>	<b>22.5</b>

# Community Center Fund

## Revenues

<b>Revenues</b>							
<b>Account</b>	<b>Description</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Adopted</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Change</b>
<b>TAXES</b>							
127-000-00-3131	City Sales Tax	701,822	736,823	725,000	785,000	800,000	10%
127-000-00-3132	Use Tax on Vehicles	223,965	251,122	238,000	275,000	280,000	18%
127-000-00-3133	Use Tax on Bldg Materials	107,001	97,034	70,000	65,000	45,000	-36%
		<b>1,032,788</b>	<b>1,084,979</b>	<b>1,033,000</b>	<b>1,125,000</b>	<b>1,125,000</b>	<b>9%</b>
<b>CHARGES FOR SERVICES</b>							
127-000-00-3471	Passes/Daily Admission	820,329	831,278	818,000	825,000	823,000	1%
127-000-00-3473	Retail Sales	4,311	3,737	4,000	4,000	4,500	13%
127-000-00-3474	Concession/Vending	4,411	5,146	5,000	4,000	3,500	-30%
127-000-00-3476	Program Registration Fees	108,876	143,991	150,000	150,000	151,250	1%
127-000-00-3485	Manpower	512	850	-	-	-	0%
		<b>938,439</b>	<b>985,002</b>	<b>977,000</b>	<b>983,000</b>	<b>982,250</b>	<b>1%</b>
<b>FINES AND FORFEITURES</b>							
127-000-00-3512	Restitution	2,366	1,464	-	-	-	0%
		<b>2,366</b>	<b>1,464</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>INTEREST AND RENTALS</b>							
127-000-00-3610	Interest	-	9	-	-	-	0%
127-000-00-3627	Facility Rental	34,865	34,655	32,000	35,000	35,000	9%
127-000-00-3642	Recreation Donations	-	2,077	-	-	-	0%
127-000-00-3680	Miscellaneous	694	5	-	-	-	0%
127-000-00-3681	Cash Over/Short	(11)	-	-	-	-	0%
		<b>35,548</b>	<b>36,746</b>	<b>32,000</b>	<b>35,000</b>	<b>35,000</b>	<b>9%</b>
<b>OTHER FINANCING SOURCES</b>							
127-000-00-3910	Transfer from General Fund	97,500	95,000	95,000	95,000	95,000	0%
127-000-00-3960	Insurance payments	2,165	17,911	-	-	-	0%
		<b>99,665</b>	<b>112,911</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>0%</b>
<b>TOTAL REVENUES</b>		<b>2,108,806</b>	<b>2,221,102</b>	<b>2,137,000</b>	<b>2,238,000</b>	<b>2,237,250</b>	<b>5%</b>

# Community Center Fund

## Summary

### Expenses

Account Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>						
4111 Salaries, Administrative	180,223	181,623	191,575	191,575	238,375	24%
4120 Part Time	457,157	463,519	528,925	528,925	508,950	-4%
4125 Contract Labor	68,264	76,146	92,500	92,500	89,200	-4%
4130 Overtime	14,827	13,518	18,600	18,600	16,450	-12%
	720,471	734,806	831,600	831,600	852,975	3%
<b>PERSONNEL SERVICES, BENEFITS</b>						
4210 Health Insurance	51,631	57,257	69,900	69,900	86,550	24%
4220 FICA Payroll Expense	39,846	40,555	45,300	45,300	47,375	5%
4221 Medicare Payroll Expense	9,319	9,485	10,650	10,650	11,150	5%
4230 Retirement Contribution	8,972	9,366	9,725	9,725	11,125	14%
4250 Unemployment Insurance	1,957	1,976	2,275	2,275	2,400	5%
4260 Workers Compensation Insurance	21,992	18,600	18,250	17,150	18,350	1%
	133,717	137,239	156,100	155,000	176,950	13%
<b>PURCHASED PROFESSIONAL SERVICES</b>						
4310 Professional Development	6,775	8,222	14,250	14,250	8,500	-40%
4314 Red Cross Certification	-	1,801	2,000	2,000	2,000	0%
4343 Credit Card Processing Fees	19,846	21,339	24,000	24,000	24,000	0%
4345 Background Investigations	46	7	600	600	600	0%
4350 Entertainment	1,731	2,800	3,000	3,000	4,000	33%
	28,398	34,169	43,850	43,850	39,100	-11%
<b>PURCHASED PROPERTY SERVICES</b>						
4423 Pool Repair & Maintenance	37,655	-	-	-	-	0%
4430 Service Contracts	67,288	49,064	54,500	54,500	55,000	1%
4435 Fleet Maintenance Charges	1,050	1,050	1,050	1,050	675	-36%
4440 Building Maintenance	16,197	55,085	42,750	42,750	45,000	5%
4441 Facility Rental	-	-	8,000	8,000	10,000	0%
	122,190	105,199	106,300	106,300	110,675	4%
<b>OTHER PURCHASED SERVICES</b>						
4530 Telephone	6,041	4,399	4,750	4,750	4,750	0%
4550 Printing	2,135	3,999	4,000	4,000	4,000	0%
4553 Advertising and Promotion	932	6,092	4,000	4,000	4,000	0%
4580 Travel Activities	2,970	5,779	11,500	11,500	10,000	-13%
	12,078	20,269	24,250	24,250	22,750	-6%
<b>SUPPLIES</b>						
4610 Office Supplies	1,634	1,883	3,350	3,250	3,350	0%
4611 Postage	2,097	418	750	750	250	-67%
4612 Supplies and Equipment	42,721	44,997	48,900	48,900	50,900	4%
4616 Chemicals	-	35,582	37,000	37,000	37,000	0%
4620 Utilities	175,358	159,241	167,500	167,500	169,000	1%
4626 Fuel	518	1,388	1,200	1,200	1,525	27%
4649 Repair and Maint. Supplies	-	19,992	16,500	16,500	17,000	3%
4661 Uniforms	2,493	2,500	3,800	3,800	3,850	1%
4680 Refunds	-	-	-	-	-	0%
4690 Supplies for Resale	2,798	2,249	3,500	3,500	3,500	0%
	227,619	268,250	282,500	282,400	286,375	1%

# Community Center Fund

## Summary

### Expenses

Account Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>CAPITAL EQUIPMENT</u></b>						
4743 Furniture and Equipment	2,825	28,670	27,500	27,500	9,500	-65%
4744 Computer Equipment	-	1,152	-	-	-	0%
	2,825	29,822	27,500	27,500	9,500	-65%
<b><u>RESERVES</u></b>						
4843 Equipment Reserve	-	14,500	25,000	25,000	25,000	0%
4846 Health Insurance Reserve	-	5,950	-	-	-	0%
	-	20,450	25,000	25,000	25,000	0%
<b><u>TRANSFER TO OTHER FUNDS</u></b>						
4915 Transfer to Debt Service Fund	596,196	692,782	666,250	685,450	713,925	7%
	596,196	692,782	666,250	685,450	713,925	7%
<b>TOTAL EXPENSES</b>	<b>1,843,494</b>	<b>2,042,986</b>	<b>2,163,350</b>	<b>2,181,350</b>	<b>2,237,250</b>	<b>3%</b>

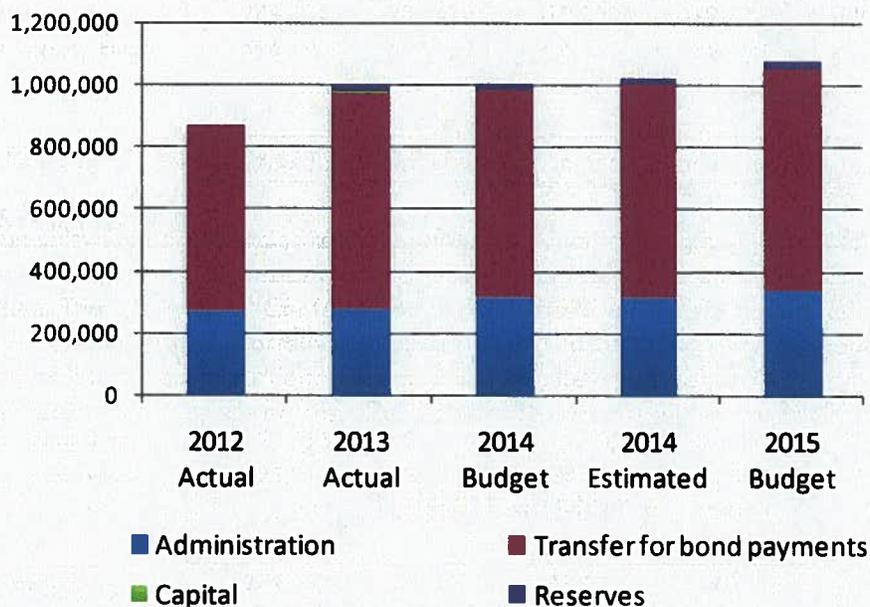
# Community Center Fund Administration

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	\$ 169,733	\$ 167,685	\$ 187,075	\$ 187,075	\$ 205,925	10%
Personnel Services, Benefits	35,398	35,873	44,275	44,275	53,850	22%
Purchased Professional Services	21,683	23,899	31,100	31,100	27,600	-11%
Purchased Property Services	25,914	32,230	34,500	34,500	35,000	1%
Other Purchased Services	8,233	14,190	12,000	12,000	12,000	0%
Supplies	13,471	7,796	10,250	10,250	9,750	-5%
<b>Subtotal</b>	<b>274,432</b>	<b>281,673</b>	<b>319,200</b>	<b>319,200</b>	<b>344,125</b>	<b>8%</b>
Transfer to Debt Service Fund	596,196	692,782	666,250	685,450	713,925	7%
Reserves	-	20,450	25,000	25,000	25,000	0%
Capital	-	6,973	-	-	-	0%
<b>Total Expense</b>	<b>\$ 870,628</b>	<b>\$ 1,001,878</b>	<b>\$ 1,010,450</b>	<b>\$ 1,029,650</b>	<b>\$ 1,083,050</b>	<b>7%</b>

The Fruita Community Center provides recreational opportunities for youth, families, and seniors. The Community Center also provides meeting space for rentals as well as senior luncheons and other internal activities. The Community Center is managed based on the following principle: provide a safe, clean and customer service oriented atmosphere for its patrons and the general public. The Community Center is funded on a 1 cent sales and use tax. Revenue generated from pass sales, daily visits, program registrations, and rentals also support operations within the facility.

## Budget History



# Community Center Fund Administration

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## 2014 Accomplishments

- The Fruita Community Center has experienced approximately 180,000 paid daily visits with an average of 15,000 visits per month. Visits to the facility were monitored in 2014 to better understand where patrons visited from.
- Pass options were reviewed in 2014. The new buddy pass option that was introduced in 2013 has about 14 participants. The pass provides the same discounted price as an adult or senior couple pass, but individuals are not required to live in the same household and are provided separate payment options.
- Rentals and pool party reservations saw an increase in 2014. The Community Center hosted a variety of special events, public meetings, birthday parties, luncheons, and various private events. The meeting rooms were also home to the Dinomites Summer Camp, fitness and youth programs, Senior Potluck and Gray Gourmet. The largest contributor has been Calvary Chapel Church reservations for Sunday mornings.
- Daily cash processing procedures were reviewed at the beginning of the year and adjusted to minimize potential for theft and accounting errors. The cash handling procedures have been approved during the audit for continued use.

## 2015 Highlights

- The Facility Coordinator position was upgraded in late 2014 to a Facility Supervisor position as part of the recruitment process to replace the previous Facility Coordinator.
- The transfers for debt service payments increased \$28,475 pursuant to the debt service schedule, reduction in interest subsidy payments on the bonds and as part of the long term cash flow requirements for the debt service payments.

## Goals

- Continue to promote safety, cleanliness and customer service.
- Continue to consistently implement facility policies and procedures and make adjustments based on public and internal feedback.
- Accurately monitor and track expenses and revenues for the Fruita Community Center.
- Expand marketing techniques to help increase all room rentals and daily visits.
- Work on inventory control for POS sales to monitor for possible theft shortages.

# **Community Center Fund Administration**

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## **Objectives**

- Establish safety checks to ensure all equipment is working properly.
- Conduct seasonal customer service trainings.
- Continue to monitor the facility closely during the day to ensure cleanliness and safety.
- Coordinate cleaning schedules between contracted services and FCC staff.
- Continue daily processing of cash and receipts. Work with administration to ensure revenue accounts for passes, facility rentals and program registrations balance.
- Continue to monitor and track all revenues and visits including pass type visits, facility rentals, and program participation.
- Monitor all expenses against established budget in an effort to minimize spending and maximize efficiencies. Adjust operations as necessary to stay within budget parameters and subsidy requirements of the facility.
- Develop a strategic marketing plan to promote rentals, pass sales, daily visits, activities and special events.

# Community Center Fund

## Administration

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES. SALARIES</b>							
127-451-22-4111	Salaries, Full time	79,483	76,549	81,450	81,450	97,900	20%
127-451-22-4120	Part Time	87,053	88,514	102,325	102,325	104,575	2%
127-451-22-4130	Overtime	3,197	2,622	3,300	3,300	3,450	5%
		169,733	167,685	187,075	187,075	205,925	10%
<b>PERSONNEL SERVICES. BENEFITS</b>							
127-451-22-4210	Health Insurance	11,780	16,997	24,575	24,575	30,925	26%
127-451-22-4220	FICA Payroll Expense	10,523	10,356	11,100	11,100	12,775	15%
127-451-22-4221	Medicare Payroll Expense	2,461	2,422	2,600	2,600	3,000	15%
127-451-22-4230	Retirement Contribution	3,578	3,745	3,700	3,700	4,425	20%
127-451-22-4250	Unemployment Insurance	509	503	550	550	650	18%
127-451-22-4260	Workers Compensation Insura	6,547	1,850	1,750	1,750	2,075	19%
		35,398	35,873	44,275	44,275	53,850	22%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
127-451-22-4310	Professional Development	1,837	2,553	7,000	7,000	3,500	-50%
127-451-22-4343	Credit Card Processing Fees	19,846	21,339	24,000	24,000	24,000	0%
127-451-22-4345	Background Investigations	-	7	100	100	100	0%
		21,683	23,899	31,100	31,100	27,600	-11%
<b>PURCHASED PROPERTY SERVICES</b>							
127-451-22-4430	Service Contracts	25,914	32,230	34,500	34,500	35,000	1%
		25,914	32,230	34,500	34,500	35,000	1%
<b>OTHER PURCHASED SERVICES</b>							
127-451-22-4530	Telephone	5,166	4,099	4,000	4,000	4,000	0%
127-451-22-4550	Printing	2,135	3,999	4,000	4,000	4,000	0%
127-451-22-4553	Advertising & Promotion	932	6,092	4,000	4,000	4,000	0%
		8,233	14,190	12,000	12,000	12,000	0%
<b>SUPPLIES</b>							
127-451-22-4610	Office Supplies	1,067	1,279	2,000	2,000	2,000	0%
127-451-22-4611	Postage	2,097	418	750	750	250	-67%
127-451-22-4612	Supplies and Equipment	6,541	2,978	3,000	3,000	3,000	0%
127-451-22-4661	Uniforms	968	872	1,000	1,000	1,000	0%
127-451-22-4690	Supplies for Resale	2,798	2,249	3,500	3,500	3,500	0%
		13,471	7,796	10,250	10,250	9,750	-5%
<b>CAPITAL EQUIPMENT</b>							
127-451-22-4743	Furniture and Equipment	-	6,973	-	-	-	0%
		-	6,973	-	-	-	0%
<b>RESERVES</b>							
127-451-22-4843	Equipment Replacement Reser	-	14,500	25,000	25,000	25,000	0%
127-451-22-4846	Health Insurance Reserve	-	5,950	-	-	-	0%
		-	20,450	25,000	25,000	25,000	0%
<b>TRANSFERS TO OTHER FUNDS</b>							
127-451-22-4915	Transfer to Debt Service Fund	596,196	692,782	666,250	685,450	713,925	7%
		596,196	692,782	666,250	685,450	713,925	7%
<b>TOTAL EXPENSES</b>		<b>870,628</b>	<b>1,001,878</b>	<b>1,010,450</b>	<b>1,029,650</b>	<b>1,083,050</b>	<b>7%</b>

# Community Center Fund

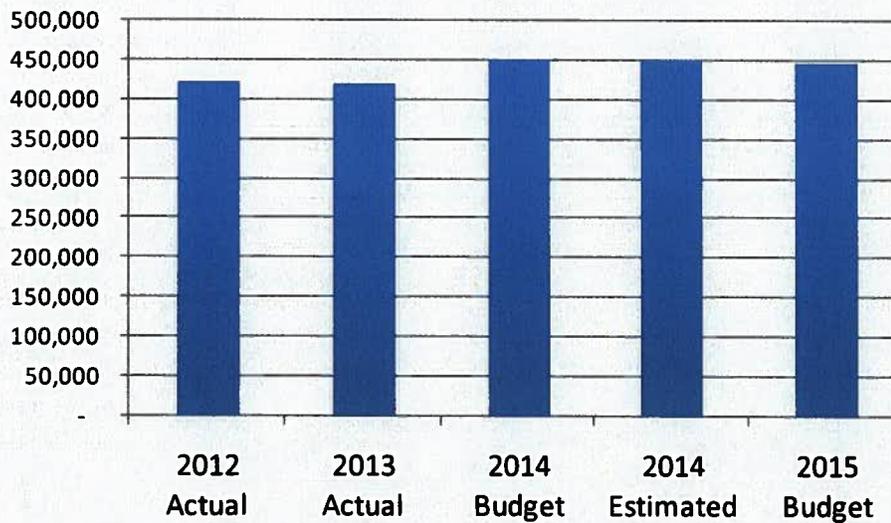
## Aquatics

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	325,326	320,382	345,500	345,500	342,100	-1%
Personnel Services, Benefits	51,081	52,723	56,325	56,325	56,950	1%
Purchased Professional Services	3,534	4,427	4,150	4,150	4,150	0%
Purchased Property Services	37,655	-	-	-	-	0%
Other Purchased Services	275	-	250	250	250	0%
Supplies	5,418	42,923	43,500	43,500	44,000	1%
<b>Subtotal</b>	<b>423,289</b>	<b>420,455</b>	<b>449,725</b>	<b>449,725</b>	<b>447,450</b>	<b>-1%</b>
Capital	-	-	-	-	3,000	N/A
<b>Total Expense</b>	<b>423,289</b>	<b>420,455</b>	<b>449,725</b>	<b>449,725</b>	<b>450,450</b>	<b>0%</b>

Fruita Aquatics includes the Indoor/Outdoor Pools and Hot Tub at the Fruita Community Center. The Aquatics Department is responsible for the general oversight of aquatic safety, programs, aquatic special events, swim lessons, lap swim, masters swim, youth swim conditioning/swim team, and general open swim.

### Budget History



# Community Center Fund

## Aquatics

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### 2014 Accomplishments

- The overall safety of patrons continued to be a strong focus of Aquatics. In-service trainings were conducted focusing on preventative actions such as scanning as well as all aquatics rescues, scenarios and first-aid training. Utilizing additional training resources and DVDs such as the 5-minute Scanning Strategy (among others) and the acquisition of shadow dummies improved surveillance and lifeguard readiness. Periodic audits of lifeguard's skills were conducted in 2014.
- Multiple staff CPR/FA, Lifeguard, and WSI certifications were updated and renewed. Periodic WSI in-services were established to focus on teaching strategies and improve skills. Due to increased surveillance training, active rescues decreased again this year by 5% compared to last year. Some staff were trained as Lifeguard Instructors.
- Group swimming lesson enrollment decreased slightly in 2014 but private swim lessons increased. Youth Swim Conditioning/Swim Team program for young swimmers continues to grow; a swim meet was held in the Outdoor Pool in July.
- Lifeguard rotations and staffing needs were continuously monitored in conjunction with pool usage. Internal policies focused on communication and teamwork. Pool rules were periodically reviewed to maintain balances between meeting patron's needs and safety. A new lifeguard policy and procedure manual was adopted and implemented
- A new filter lid lift structure was installed to allow better and safer access to the indoor pool filter during annual maintenance weeks.
- AEDs were regularly maintained and pads were replaced as necessary, ensuring that both AEDs were ready for use.
- Red Cross classes were expanded. CPR/AED and First Aid for the Professional Rescuer training, CPR/AED/First-Aid (basic), Lifeguard Training, Junior Lifeguard Training and Water Safety were offered. An updated Authorized Provider Agreement with the American Red Cross was established in accordance with new requirements.
- Approximately 1450 kids visited with their schools for annual school swim in May. Water Aerobics experienced over 3500 participants in 2014, with the addition of more classes. Aquatics also hosted Night at the FCC, Dog Day, a youth swim meet and Dive-In movie.
- All records were maintained as required by the state and county health codes. Records were monitored and reviewed regularly and adjusted to ensure water sanitation and safety.

### 2015 Highlights

- Based on expenses in 2013 and 2014, funds were re-adjusted in various aquatic accounts to more accurately reflect budgeted expenses.

# **Community Center Fund**

## **Aquatics**

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### **Goals**

- Continue to offer programs, events and activities to meet the demand of the public.
- Continue to maintain a safe, clean, and customer oriented pool environment.
- Continue to adjust and monitor pool and staffing schedules to meet demands of the facility within budget parameters.
- Increase swimming lesson revenue.

### **Objectives**

- Continue the Youth Swimming Conditioning (Swim team) program.
- Track trends within swimming lessons and adjust programming and scheduling to meet demands.
- Prepare and establish a budget for Youth Swimming Conditioning/Swim Team.
- Continue to provide and expand in-services and customer service trainings throughout the year for lifeguards and water safety instructors.
- Continue to schedule staff as efficiently as possible without sacrificing safety.
- Continue to track, maintain and adjust chemical levels as required by Health Codes
- Continue to research and implement efficient cleaning practices and preventative maintenance schedules.

# Community Center Fund

## Aquatics

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
127-451-23-4111	Salaries, Full time	34,177	36,996	37,725	37,725	38,500	2%
127-451-23-4120	Part Time	282,164	274,899	298,300	298,300	295,100	-1%
127-451-23-4125	Contract Labor	146	1,024	500	500	-	-100%
127-451-23-4130	Overtime	8,839	7,463	8,975	8,975	8,500	-5%
		325,326	320,382	345,500	345,500	342,100	-1%
<b>PERSONNEL SERVICES, BENEFITS</b>							
127-451-23-4210	Health Insurance	13,703	15,056	16,875	16,875	17,675	5%
127-451-23-4220	FICA Payroll Expense	20,009	19,689	21,075	21,075	21,225	1%
127-451-23-4221	Medicare Payroll Expense	4,680	4,605	4,950	4,950	4,975	1%
127-451-23-4230	Retirement Contribution	1,538	1,665	1,675	1,675	1,750	4%
127-451-23-4250	Unemployment Insurance	976	958	1,025	1,025	1,050	2%
127-451-23-4260	Workers Compensation Insuranc	10,175	10,750	10,725	10,725	10,275	-4%
		51,081	52,723	56,325	56,325	56,950	1%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
127-451-23-4310	Professional Development	3,496	2,626	2,000	2,000	2,000	0%
127-451-23-4314	American Red Cross Certificati	-	1,801	2,000	2,000	2,000	0%
127-451-23-4345	Background Investigations	38	-	150	150	150	0%
		3,534	4,427	4,150	4,150	4,150	0%
<b>PURCHASED PROPERTY SERVICES</b>							
127-451-23-4423	Pool Repair and Maintenance	37,655	-	-	-	-	0%
		37,655	-	-	-	-	0%
<b>OTHER PURCHASED SERVICES</b>							
127-451-23-4530	Telephone	275	-	250	250	250	0%
		275	-	250	250	250	0%
<b>SUPPLIES</b>							
127-451-23-4610	Office Supplies	453	337	500	500	500	0%
127-451-23-4612	Supplies and Equipment	3,688	5,520	4,500	4,500	5,000	11%
127-451-23-4616	Chemicals	-	35,582	37,000	37,000	37,000	0%
127-451-23-4626	Gas and Oil	159	-	-	-	-	0%
127-451-23-4620	Uniforms	1,118	1,484	1,500	1,500	1,500	0%
127-451-23-4680	Refunds	-	-	-	-	-	0%
		5,418	42,923	43,500	43,500	44,000	1%
<b>CAPITAL EQUIPMENT</b>							
127-451-23-4743	Furniture and Equipment	-	-	-	-	3,000	N/A
		-	-	-	-	3,000	N/A
<b>TOTAL EXPENSES</b>		<b>423,289</b>	<b>420,455</b>	<b>449,725</b>	<b>449,725</b>	<b>450,450</b>	<b>0%</b>

# Community Center Fund

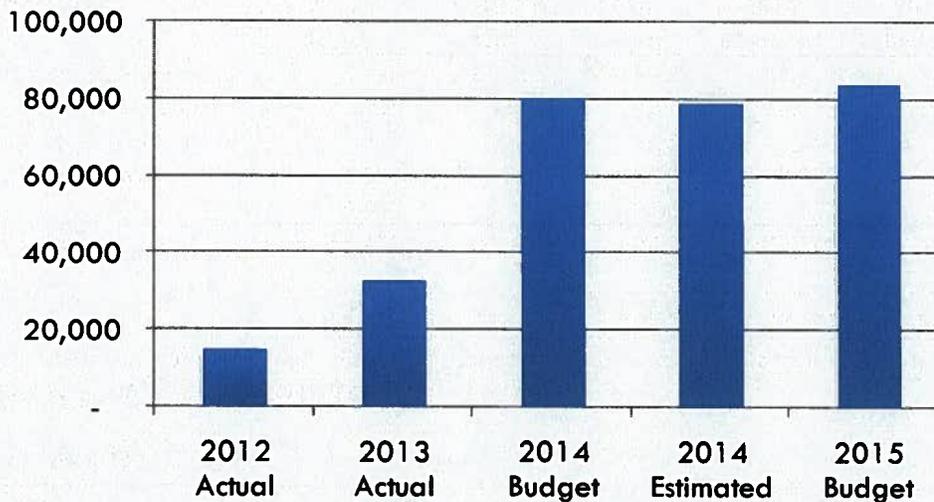
## Youth Activities

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	6,996	18,685	52,450	52,450	54,600	4%
Personnel Services, Benefits	826	3,080	14,175	13,075	14,750	4%
Purchased Professional Services	531	1,800	2,650	2,650	3,650	38%
Other Purchased Services	1,530	1,100	2,000	2,000	2,500	25%
Supplies	5,387	8,740	9,000	9,000	9,000	0%
<b>Subtotal</b>	<b>15,270</b>	<b>33,405</b>	<b>80,275</b>	<b>79,175</b>	<b>84,500</b>	<b>5%</b>
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>15,270</b>	<b>33,405</b>	<b>80,275</b>	<b>79,175</b>	<b>84,500</b>	<b>5%</b>

Youth activities staff oversee the Dinomites Summer Day Camp (a state licensed youth summer day camp) and Night at the FCC.

### Budget History



# Community Center Fund

## Youth Activities

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### 2014 Accomplishments

- The 2014 DinoMites Summer Camp averaged 15 participants per week. Capacity for the camp is 24 per week. Camps were separated by weeks and themed differently each week. Themes included Fun in the Sun, Around the World, Safari, The Great Outdoors, Sports Mania, Color Wars, Wacky Tacky, End of Summer Spectacular. The registration process proved to be flawless because of great communication and ease of paperwork.
- Night at the FCC is a quarterly event held at the Community Center for 5<sup>th</sup>-7<sup>th</sup> grade students on Friday evenings from 7:00-10:00pm. Each event is themed and includes food, dancing, swimming and bump 'n jump. Night at the FCC was successful in 2014, averaging 130 participants for each event.

### 2015 Highlights

- The 2015 budget will be very similar to 2014 but should take into consideration the cost of supplies for activities has increased significantly. Also, the cost for school district 51 school bus transportation has dramatically amplified, and we are required to be off site every Thursday due to Grey Gourmet.

### Goals

- Increase participation in DinoMites Summer Day Camp.
- Promote and maintain safety in activities at the Community Center.

### Objectives

- Work closely with the Colorado Department of Human Services to ensure all rules and regulations are being followed properly.
- Maintain and update staff certifications as required by state licensure.
- Continue to provide a safe and welcoming atmosphere for participants.
- Continue to promote programs using e-blasts, social media, flyers, and the activity guide.

# Community Center Fund

## Youth Activities

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
127-451-24-4111	Salaries, Administrative	-	6,685	37,725	37,725	38,500	0%
127-451-24-4120	Part Time	6,996	12,000	14,725	14,725	16,100	9%
127-451-24-4130	Overtime	-	-	-	-	-	0%
		6,996	18,685	52,450	52,450	54,600	4%
<b>PERSONNEL SERVICES, BENEFITS</b>							
127-451-24-4210	Health Insurance	-	494	6,625	6,625	6,975	0%
127-451-24-4220	FICA Payroll Expense	434	1,158	3,250	3,250	3,400	5%
127-451-24-4221	Medicare Payroll Expense	101	271	775	775	800	3%
127-451-24-4230	Retirement Contribution	-	301	1,700	1,700	1,750	0%
127-451-24-4250	Unemployment Insurance	21	56	175	175	175	0%
127-451-24-4260	Workers Compensation Insura	270	800	1,650	550	1,650	0%
		826	3,080	14,175	13,075	14,750	4%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
127-451-24-4310	Professional Development	-	-	500	500	500	0%
127-451-24-4345	Background Investigations	-	-	150	150	150	0%
127-451-24-4350	Entertainment	531	1,800	2,000	2,000	3,000	50%
		531	1,800	2,650	2,650	3,650	38%
<b>OTHER PURCHASED SERVICES</b>							
127-451-24-4580	Travel Activities	1,530	1,100	2,000	2,000	2,500	25%
		1,530	1,100	2,000	2,000	2,500	25%
<b>SUPPLIES</b>							
127-451-24-4612	Supplies and Equipment	5,387	8,740	9,000	9,000	9,000	0%
		5,387	8,740	9,000	9,000	9,000	0%
<b>TOTAL EXPENSES</b>		<b>15,270</b>	<b>33,405</b>	<b>80,275</b>	<b>79,175</b>	<b>84,500</b>	<b>5%</b>

# Community Center Fund

## Child Care

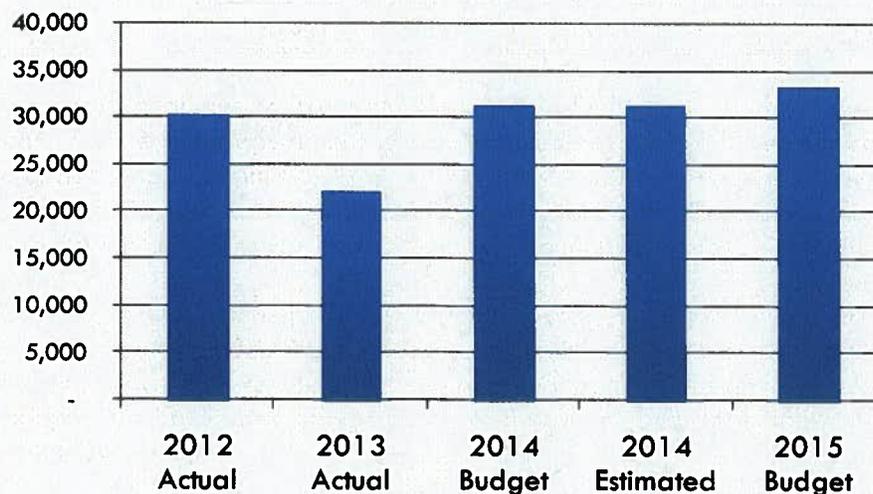
### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	27,639	20,439	28,050	28,050	30,125	7%
Personnel Services, Benefits	2,373	1,824	2,625	2,625	2,650	1%
Purchased Professional Services	-	-	50	50	50	0%
Supplies	425	112	750	750	750	0%
<b>Subtotal</b>	<b>30,437</b>	<b>22,375</b>	<b>31,475</b>	<b>31,475</b>	<b>33,575</b>	<b>7%</b>
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>30,437</b>	<b>22,375</b>	<b>31,475</b>	<b>31,475</b>	<b>33,575</b>	<b>7%</b>

Child Care is responsible for caring for children while their parent or guardian use the Fruita Community Center. While this department does generate revenue, it does not cover expenses, making it a loss leader in the Community Center operations. Customers pay to have their children cared for while they participate in programs and activities within the Community Center. Children are not allowed to stay in childcare for longer than two hours due to state regulations.

The Guest Services Supervisor is responsible for the management of Child Care. This includes maintaining a safe and healthy environment for kids while encouraging developmental activities. The supervisor oversees four part-time employees who help maintain a safe environment by tending to the children, providing snacks, and ensuring all toys and surfaces are clean.

### Budget History



# Community Center Fund

## Child Care

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### 2014 Accomplishments

- Small modifications were made in 2014 to meet the high demands experienced in childcare during the morning hours. Hours and employee numbers were adjusted to accommodate increased morning visits. Child Care and front desk staff worked closely together to provide additional supervision when capacity in Child Care was reached during popular fitness programs. This provided five additional spaces over capacity.
- Attendance: Child Care averages 215 children a month during the 9:00 am hour. During the 11:00 am hour, they average 120 children a month. During the afternoon hours, at 5:00 pm, an average of 66 children attend each month during this time.

### 2015 Highlights

- There are no significant changes in the 2015 Budget.

### Goals

- Continue to ensure a safe and encouraging environment for children while they are placed in child care.
- Monitor and adjust child care schedules as needed.
- Work to update technology and possibly add a computer.

### Objectives

- Maintain policies and procedures to ensure safety, especially check-in / check-out procedures and food / allergy policies.
- Continue to work alongside front desk staff to provide extended service as needed.
- Update CPR/FA certifications as needed and process background checks for new staff.

# Community Center Fund

## Child Care

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
127-451-26-4111	Salaries, Administrative	-	-	-	-	-	0%
127-451-26-4120	Part Time	26,697	19,929	27,225	27,225	29,300	8%
127-451-26-4130	Overtime	942	510	825	825	825	0%
		27,639	20,439	28,050	28,050	30,125	7%
<b>PERSONNEL SERVICES, BENEFITS</b>							
127-451-26-4210	Health Insurance	-	-	-	-	-	0%
127-451-26-4220	FICA Payroll Expense	1,714	1,267	1,850	1,850	1,875	1%
127-451-26-4221	Medicare Payroll Expense	401	296	450	450	450	0%
127-451-26-4230	Retirement Contribution	-	-	-	-	-	0%
127-451-26-4250	Unemployment Insurance	83	61	100	100	100	0%
127-451-26-4260	Workers Compensation Insuranc	175	200	225	225	225	0%
		2,373	1,824	2,625	2,625	2,650	1%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
127-451-26-4310	Professional Development	-	-	-	-	-	0%
127-451-26-4345	Background Investigations	-	-	50	50	50	0%
		-	-	50	50	50	0%
<b>SUPPLIES</b>							
127-451-26-4610	Office Supplies	3	-	100	100	100	0%
127-451-26-4612	Supplies and Equipment	323	112	400	400	400	0%
125-465-26-4661	Uniforms	99	-	250	250	250	0%
		425	112	750	750	750	0%
<b>TOTAL EXPENSES</b>		<b>30,437</b>	<b>22,375</b>	<b>31,475</b>	<b>31,475</b>	<b>33,575</b>	<b>7%</b>

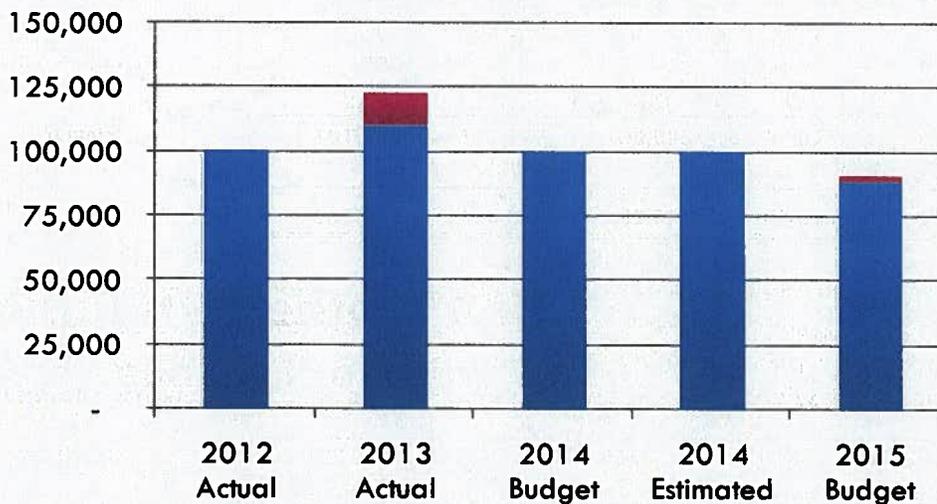
# Community Center Fund

## Fitness/Wellness Programs

<b>EXPENDITURES</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2014</b>	<b>2015</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
Personnel Services, Salaries	77,885	88,723	83,025	83,025	78,775	-5%
Personnel Services, Benefits	19,696	18,295	9,900	9,900	4,925	-50%
Purchased Professional Services	780	1,094	2,350	2,350	1,100	-53%
Other Purchased Services	300	-	250	250	250	0%
Supplies	2,592	3,031	4,500	4,500	4,550	1%
<b>Subtotal</b>	<b>101,253</b>	<b>111,143</b>	<b>100,025</b>	<b>100,025</b>	<b>89,600</b>	<b>-10%</b>
Capital	-	12,751	-	-	2,000	N/A
<b>Total Expense</b>	<b>101,253</b>	<b>123,894</b>	<b>100,025</b>	<b>100,025</b>	<b>91,600</b>	<b>-8%</b>

Fitness and Wellness programs help increase the physical, emotional and mental health of the Fruita community. The goals are to provide safe, effective and affordable fitness programs, such as group fitness classes, youth fitness orientations and personal training. Along with programs the fitness department also provides strength and cardio equipment for Community Center users.

### Budget History



# Community Center Fund

## Fitness/Wellness Programs

### 2014 Accomplishments

- Group fitness classes were very successful. Many of the classes that were started in 2013 continued in 2014. Several new classes based on industry trends and customer demands were started while some were discontinued. In addition to fitness orientations, new assessment offerings are allowing patrons a complimentary way to be assessed by our fitness staff in order to maintain a safe and healthy environment.
- Youth classes including Sports Agility Training, and Kids' Fitness have grown this year. Silver Sneakers and senior fitness offerings have continued to offer 5 land based classes each week. We have opened a new offering to the community that will now allow us to offer Pre and Post Natal group personal training to those who have infants below the required age for childcare services.
- A regular maintenance schedule is still established with Mountain Fitness Services to clean, repair and check for safety every 4 months.
- Our fitness department offers something for everyone from birth to elder age. We have offerings ranging from high impact activity to Tai Chi. We are also offering some areas of therapeutic recreation through CancerFit and Kinesiotaping programs. Throughout the year, we have maintained a full schedule due to the consistency of patrons attending classes.
- We have started to offer a fitness inservice to all fitness staff in order to offer professional development opportunities.

### Class Attendance

2011													
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Participants	N/A	493	753	814	683	724	699	777	814	761	827	850	8195
Classes	N/A	160	145	156	130	101	119	123	121	121	122	154	1452
2012													
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Participants	1124	998	984	815	840	790	750	800	651	836	973	829	10390
Classes	161	150	149	133	149	135	144	113	114	130	141	126	1645
2013													
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Participants	1184	1150	1180	930	966	848	896	618	773	1034	1107	1134	11820
Classes	151	142	151	134	162	136	74	101	127	174	151	154	1657
2014													
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Participants	1277	791	891	875	841	809	850	600	750	1000	1050	1100	10834
Classes	180	192	188	164	149	129	129	100	130	150	175	175	1861

\*\*Projected attendance for July thru December 2014

# Community Center Fund

## Fitness/Wellness Programs

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### 2015 Highlights

- Additional funds in contract labor and part time wages have been added as personal training contracts increased and there is no longer a full time Coordinator position.
- Additional funds in part time salaries as we now have a part time coordinator as well as more instructors.
- New programming will continue to expand fitness participation numbers and variety offered to the community.

### Goals

- Provide a clean, safe and customer oriented fitness / wellness facility.
- Continue to host a guest speaker series throughout the year to provide educational opportunities on healthy living for Fruita residents.
- Replace worn out or damaged equipment to ensure the best customer experience and safety.
- Continue to expand fitness class participation averages.

### Objectives

- Continue to provide affordable, high-quality classes to patrons. This will be achieved by retaining and recruiting experienced instructors and maintaining a adequate substitute list to keep employee morale high.
- Continually monitor and offer fitness classes and programs that the community desires. Monitor classes and programs to ensure they are not placing patrons at risk.
- Monitor all equipment within the fitness / wellness areas to ensure it is mechanically safe to use as well as it is used safely by patrons. Purchase equipment as needed for replacement or based on community needs. Work with building maintenance coordinator to ensure equipment is properly maintained and operating as intended.
- Manage contracts of personal trainers and ensure they are appropriately providing safe and correct health instruction and information.
- Work with both the Senior Services Coordinator and Silver Sneakers programmers to offer classes for the senior population.
- The Fitness/Wellness department will continue to reach a broad audience with programs offered for kids, teens, adults and seniors. Fitness orientations and assessments along with instructed classes, will help keep users safe, and protect the equipment.
- Continue to grow in the therapeutic recreation area by offering clinical exercise opportunities in a non-clinical setting.

# Community Center Fund

## Fitness/Wellness Programs

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
127-451-27-4111	Salaries, Administrative	36,012	29,658	1,875	1,875	-	-100%
127-451-27-4120	Part Time	24,326	34,157	43,350	43,350	43,775	1%
127-451-27-4125	Contract Labor	16,978	24,374	37,000	37,000	34,200	-8%
127-451-27-4130	Overtime	569	534	800	800	800	0%
		77,885	88,723	83,025	83,025	78,775	-5%
<b>PERSONNEL SERVICES, BENEFITS</b>							
127-451-27-4210	Health Insurance	11,191	9,653	4,950	4,950	-	-100%
127-451-27-4220	FICA Payroll Expense	3,709	3,930	2,975	2,975	2,775	-7%
127-451-27-4221	Medicare Payroll Expense	867	919	700	700	650	-7%
127-451-27-4230	Retirement Contribution	1,621	1,425	125	125	-	-100%
127-451-27-4250	Unemployment Insurance	183	193	150	150	150	0%
127-451-27-4260	Workers Compensation Insura	2,125	2,175	1,000	1,000	1,350	35%
		19,696	18,295	9,900	9,900	4,925	-50%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
127-451-27-4310	Professional Development	780	1,094	2,250	2,250	1,000	-56%
127-451-27-4345	Background Investigations	-	-	100	100	100	0%
		780	1,094	2,350	2,350	1,100	-53%
<b>OTHER PURCHASED SERVICES</b>							
127-451-27-4530	Telephone	300	-	250	250	250	0%
		300	-	250	250	250	0%
<b>SUPPLIES</b>							
127-451-27-4610	Office Supplies	40	97	250	250	250	0%
127-451-27-4612	Supplies and Equipment	2,293	2,886	4,000	4,000	4,000	0%
127-451-27-4661	Uniforms	259	48	250	250	300	20%
		2,592	3,031	4,500	4,500	4,550	1%
<b>CAPITAL EQUIPMENT</b>							
127-451-27-4743	Furniture and Equipment	-	12,751	-	-	2,000	N/A
		-	12,751	-	-	2,000	N/A
<b>TOTAL EXPENSES</b>		<b>101,253</b>	<b>123,894</b>	<b>100,025</b>	<b>100,025</b>	<b>91,600</b>	<b>-8%</b>

# Community Center Fund

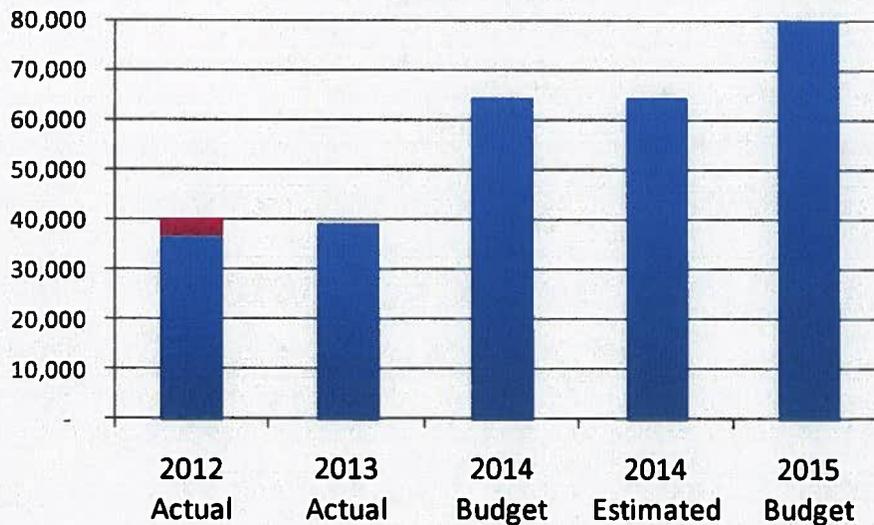
## Senior Programs

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	26,685	24,414	33,200	33,200	40,950	23%
Personnel Services, Benefits	3,484	3,784	5,225	5,225	19,300	269%
Purchased Professional Services	1,552	1,871	1,550	1,550	1,550	0%
Purchased Property Services	-	-	8,000	8,000	10,000	25%
Other Purchased Services	1,440	4,679	9,500	9,500	7,500	-21%
Supplies	4,000	4,466	7,500	7,500	7,500	0%
<b>Subtotal</b>	<b>37,161</b>	<b>39,214</b>	<b>64,975</b>	<b>64,975</b>	<b>86,800</b>	<b>34%</b>
Capital	2,825	-	-	-	-	0%
<b>Total Expense</b>	<b>39,986</b>	<b>39,214</b>	<b>64,975</b>	<b>64,975</b>	<b>86,800</b>	<b>34%</b>

The Senior Center is a free gathering place for seniors in the Fruita Community Center. A number of programs are coordinated at the Senior Center and in the surrounding area. One permanent part time staff and additional seasonal staff coordinate programs and activities for seniors.

### Budget History



# Community Center Fund

## Senior Programs

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### 2014 Accomplishments

- In an effort to accommodate various user groups within the seniors section, staff categorized programs and activities into three separate divisions. Senior programs are designed to fit into each division.
- Existing programs such as senior special events; Vegas Night, exercise classes, mystery nights, social nights, Friday adventure hikes, game nights, cookie exchange, card games, food for thought, and cook-offs were held in 2014. Weekly potlucks averaged over 60 participants. Special events including Vegas Night saw over 50 participants per event.
- Recreational programs experienced through day and overnight trips were Glenwood Springs train trip, Ouray Adventure Trip, Meeker Adventure Trip, Salt Lake City Holiday Trip, Ouray Jeep tour, Moab adventure trip, adventure hikes. Participation for trips averaged 20+ seniors.
- Educational seminars were offered throughout the year. Alzheimer's support group, ARCH of Mesa County, RSVP volunteers, Alpine Home Health varied topics, Family Health West, Gray Gourmet of Mesa County, AARP drivers safety program, along with ARCH and 211 that provided free community resources to seniors.
- The Silver Sneakers program was very successful with over 478 pass holders in 2014. Exercise classes including MSROM, Yoga stretch, Cardio circuit and Silver Splash were offered as part of the Silver Sneakers Program.

### 2015 Highlights

There are no significant changes in the 2015 Budget.

### Goals

- Continue to offer and coordinate an increasing variety of recreation programs and activities to meet the needs of the senior community.
- Provide programs and activities that encourage the senior population to stay active or become more active.
- Provide clean, safe and customer oriented fitness / wellness facilities to the Fruita community.

### Objectives

- Work with Silver Sneakers staff to offer classes and social opportunities for the senior community to stay fit and active.

# **Community Center Fund**

## **Senior Programs**

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- Increase opportunities for seniors by introducing more diverse programs focusing on the varied interests, income and physical abilities of seniors within the community. Focus on both divisions of the senior department; the Senior Center and the older adult programs.
- Continue to ensure that programs and activities are cost-effective for the City. Provide programs for seniors that are affordable.

# Community Center Fund

## Senior Programs

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
127-451-28-4111	Salaries, Administrative	-	-	-	-	29,025	0%
127-451-28-4120	Part Time	26,248	24,167	32,000	32,000	11,175	-65%
127-451-28-4125	Contract Labor	-	-	-	-	-	0%
127-451-28-4130	Overtime	437	247	1,200	1,200	750	0%
		26,685	24,414	33,200	33,200	40,950	23%
<b>PERSONNEL SERVICES, BENEFITS</b>							
127-451-28-4210	Health Insurance	-	-	-	-	13,300	0%
127-451-28-4220	FICA Payroll Expense	1,615	1,484	2,375	2,375	2,500	5%
127-451-28-4221	Medicare Payroll Expense	378	347	550	550	600	9%
127-451-28-4230	Retirement Contribution	861	805	975	975	1,550	59%
127-451-28-4250	Unemployment Insurance	80	73	125	125	125	0%
127-451-28-4260	Workers Compensation Insuranc	550	1,075	1,200	1,200	1,225	2%
		3,484	3,784	5,225	5,225	19,300	269%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
127-451-28-4310	Professional Development	344	871	500	500	500	0%
127-451-28-4345	Background Investigations	8	-	50	50	50	0%
127-451-28-4350	Entertainment	1,200	1,000	1,000	1,000	1,000	0%
		1,552	1,871	1,550	1,550	1,550	0%
<b>PURCHASED PROPERTY SERVICES</b>							
127-451-28-4441	Facility Rentals	-	-	8,000	8,000	10,000	0%
		-	-	8,000	8,000	10,000	0%
<b>OTHER PURCHASED SERVICES</b>							
127-451-28-4580	Senior Travel Activities	1,440	4,679	9,500	9,500	7,500	-21%
		1,440	4,679	9,500	9,500	7,500	-21%
<b>SUPPLIES</b>							
127-451-28-4612	Supplies and Equipment	4,000	4,466	7,500	7,500	7,500	0%
127-451-28-4680	Refunds	-	-	-	-	-	0%
		4,000	4,466	7,500	7,500	7,500	0%
<b>CAPITAL EQUIPMENT</b>							
127-451-28-4743	Furniture and Equipment	2,825	-	-	-	-	0%
		2,825	-	-	-	-	0%
<b>TOTAL EXPENSES</b>		<b>39,986</b>	<b>39,214</b>	<b>64,975</b>	<b>64,975</b>	<b>86,800</b>	<b>34%</b>

# Community Center Fund

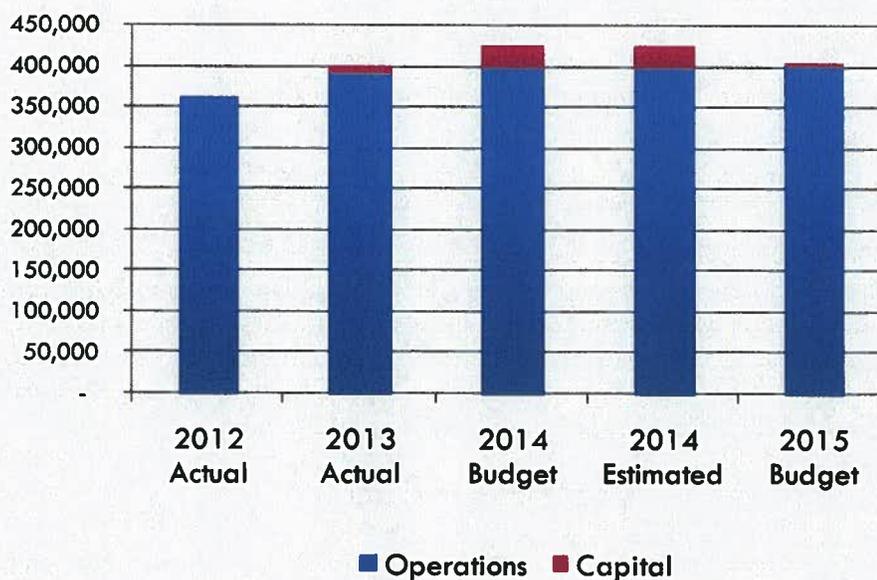
## Building Maintenance

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	86,207	94,477	102,300	102,300	100,500	-2%
Personnel Services, Benefits	20,861	21,659	23,575	23,575	24,525	4%
Purchased Professional Services	318	1,078	2,000	2,000	1,000	-50%
Purchased Property Services	58,621	72,969	63,800	63,800	65,675	3%
Other Purchased Services	300	300	250	250	250	0%
Supplies	196,329	201,182	207,000	206,900	210,825	2%
<b>Subtotal</b>	<b>362,636</b>	<b>391,665</b>	<b>398,925</b>	<b>398,825</b>	<b>402,775</b>	<b>1%</b>
Capital	-	10,099	27,500	27,500	4,500	-84%
<b>Total Expense</b>	<b>362,636</b>	<b>401,764</b>	<b>426,425</b>	<b>426,325</b>	<b>407,275</b>	<b>-4%</b>

Building Maintenance oversees general maintenance and custodial services at the Fruita Community Center. Building Maintenance includes one full time employee, as well as one part time custodian. Contracted services such as HVAC and custodial are also included in Building Maintenance. Building Maintenance oversees and responds to public concerns, system and equipment failures and general preventative maintenance.

### Budget History



# Community Center Fund

## Building Maintenance

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### 2014 Accomplishments

- Preventative maintenance was routinely completed on all pumps, filters, chemical feeders and boilers. Preventative maintenance on HVAC and the pool dehumidification unit was contracted to outside services with GMMI.
- The Community Center closed for maintenance week in early August. Projects included general deep cleaning, painting, wood floor refinishing, carpet cleaning, maple bench refinishing, stucco repair, fitness equipment deep cleaning and maintenance, tile cleaning and sealing, new furniture installation, window cleaning, and concrete floor burnishing. The indoor pool was drained, power washed and cleaned as well. A new skateboard rack was install outside the front doors of the community center to provide a place for patrons to store the boards and not bring them in the facility. The carpet in the children's play area was replaced due to wear. All light ballasts in the natatorium were replaced during maintenance week. Ballast had been burning out and new ballast will operate at a cooler temperature.
- A new rack / platform and lift was installed in the pool mechanical room for the filter lid. The filter lid is a 800 pound metal lid and the lift was inadequate to raise the lid and safely store while maintenance and repairs to the filter are being made.

### 2015 Highlights

- Capital expenses includes:
  - Replacement of the carpet for the hallway to the gym - \$2,500
  - Replacement of sound system in the fitness area - \$2,000

### Goals

- Maintain high standards of cleanliness, safety and security at the Fruita Community Center
- Continue to provide a high level of service through prompt response to customer and staff concerns.

### Objectives

- Evaluate contracted custodial services and secure new custodial agreement.
- Coordinate facility maintenance week.
- Establish ongoing preventive maintenance budget to be used in budget preparations and expense tracking
- Maintain aquatic systems including pumps, boilers, UVs and filters.
- Maintain chemical feeders, logs and reports as required by health code.

# **Community Center Fund**

## **Building Maintenance**

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- Continue to work with the Parks and Public Works Departments to maintain landscaping and grounds. Assist as needed.
- Continue to research and implement new and efficient cleaning practices and procedures.
- Coordinate snow and ice removal with the Parks and Public Works Department. Assist where needed.
- Monitor and maintain catering kitchen equipment to satisfy health code requirements.
- Monitor and report vandalism to the Fruita Police Department.
- Maintain HVAC, aquatic and emergency service contracts.
- Purchase custodial supplies and equipment, ensure proper use of equipment.
- Continue to maintain and monitor maintenance logs.

# Community Center Fund

## Building Maintenance

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
127-451-54-4111	Salaries, Administrative	30,551	31,735	32,800	32,800	34,450	5%
127-451-54-4120	Part Time	3,674	9,852	11,000	11,000	8,925	-19%
127-451-54-4125	Contract Labor	51,140	50,748	55,000	55,000	55,000	0%
127-451-54-4130	Overtime	842	2,142	3,500	3,500	2,125	-39%
		86,207	94,477	102,300	102,300	100,500	-2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
127-451-54-4210	Health Insurance	14,957	15,056	16,875	16,875	17,675	5%
127-451-54-4220	FICA Payroll Expense	1,843	2,671	2,675	2,675	2,825	6%
127-451-54-4221	Medicare Payroll Expense	431	625	625	625	675	8%
127-451-54-4230	Retirement Contribution	1,375	1,426	1,550	1,550	1,650	6%
127-451-54-4250	Unemployment Insurance	105	131	150	150	150	0%
127-451-54-4260	Workers Compensation Insura	2,150	1,750	1,700	1,700	1,550	-9%
		20,861	21,659	23,575	23,575	24,525	4%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
127-451-54-4310	Professional Development	318	1,078	2,000	2,000	1,000	-50%
		318	1,078	2,000	2,000	1,000	-50%
<b>PURCHASED PROPERTY SERVICES</b>							
127-451-54-4430	Service Contracts	41,374	16,834	20,000	20,000	20,000	0%
127-451-54-4435	Fleet Maintenance	1,050	1,050	1,050	1,050	675	-36%
127-451-54-4440	Building Maintenance	16,197	55,085	42,750	42,750	45,000	5%
		58,621	72,969	63,800	63,800	65,675	3%
<b>OTHER PURCHASED SERVICES</b>							
127-451-54-4530	Telephone	300	300	250	250	250	0%
		300	300	250	250	250	0%
<b>SUPPLIES</b>							
127-451-54-4610	Office Supplies	72	170	500	400	500	0%
127-451-54-4612	Supplies and Equipment	20,490	20,295	20,500	20,500	22,000	7%
127-451-54-4620	Utilities	175,358	159,241	167,500	167,500	169,000	1%
127-451-54-4626	Fuel	359	1,388	1,200	1,200	1,525	27%
127-451-54-4649	Repair & Maint Supplies	-	19,992	16,500	16,500	17,000	3%
127-451-54-4661	Uniforms	50	96	800	800	800	0%
		196,329	201,182	207,000	206,900	210,825	2%
<b>CAPITAL</b>							
127-451-54-4743	Furniture and Equipment	-	8,947	27,500	27,500	4,500	-84%
127-451-54-4744	Computer Equipment	-	1,152	-	-	-	0%
		-	10,099	27,500	27,500	4,500	-84%
<b>TOTAL EXPENSES</b>		<b>362,636</b>	<b>401,764</b>	<b>426,425</b>	<b>426,325</b>	<b>407,275</b>	<b>-4%</b>

# **Community Center Fund**

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# Capital Projects Fund

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# Capital Projects Fund

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# Capital Projects Fund

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# Capital Projects Fund

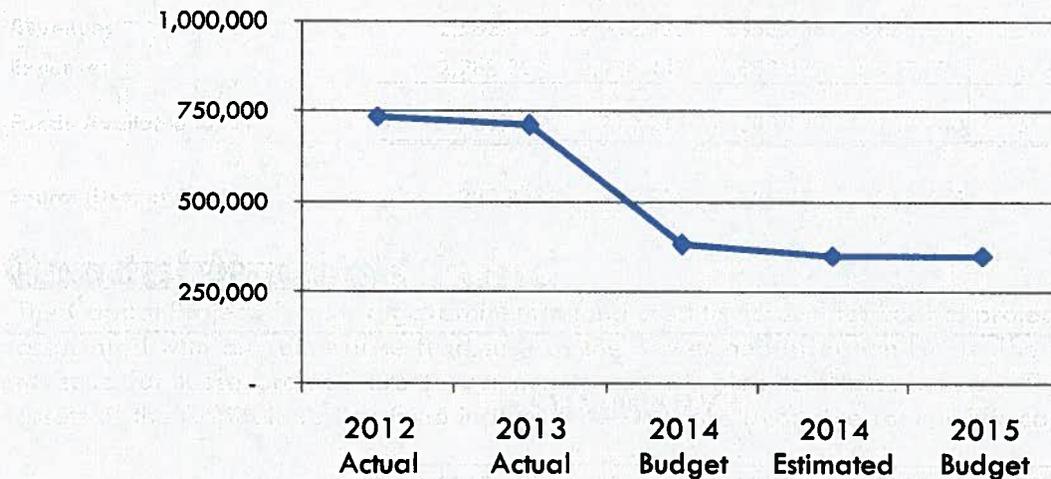
## SUMMARY

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Funds Available 1/1	442,301	736,139	712,215	712,215	353,740	-50%
Revenues	2,582,145	2,952,523	5,353,300	4,878,900	2,678,000	-50%
Expenses	2,288,307	2,976,447	5,682,375	5,237,375	2,678,000	-53%
Funds Available 12/31	736,139	712,215	383,140	353,740	353,740	-8%
Source (Use) of Funds	293,838	-23,924	-329,075	-358,475	0	-100%

### FUND DESCRIPTION

The Capital Projects Fund is a governmental fund used to account for capital projects which are not associated with any enterprise fund such as the Sewer and Irrigation Funds. The main sources of revenue for these projects are taxes, grants and development impact fees. The restricted net assets of the Capital Projects Fund include funds that are available for specific capital projects.

### Net Assets Available

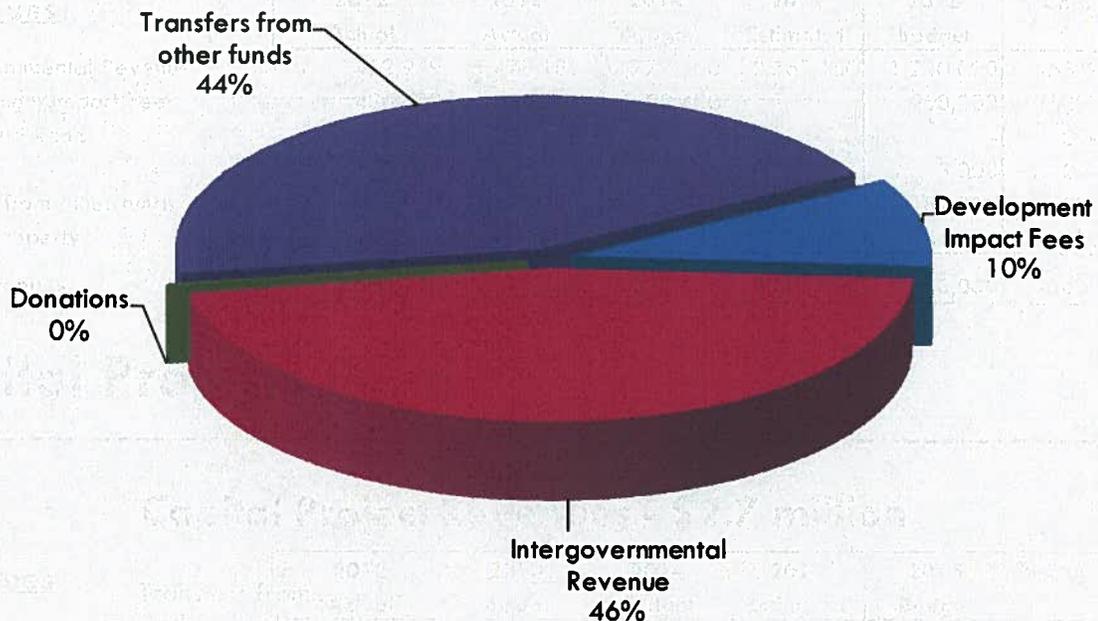


# Capital Projects Fund

## Revenues

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Intergovernmental Revenue	452,959	1,478,185	2,777,150	2,567,150	1,240,000	-55%
Development Impact Fees	426,638	37,536	29,400	-	250,000	750%
Interest and Rents	1,780	1,408	-	-	-	0%
Donations	100,000	-	-	-	3,000	0%
Transfers from other funds	1,403,517	1,435,394	2,546,750	2,311,750	1,185,000	-53%
Sale of Property	197,251	-	-	-	-	0%
<b>Total Revenues</b>	<b>2,582,145</b>	<b>2,952,523</b>	<b>5,353,300</b>	<b>4,878,900</b>	<b>2,678,000</b>	<b>-50%</b>

## Capital Project Revenues - \$2.7 million



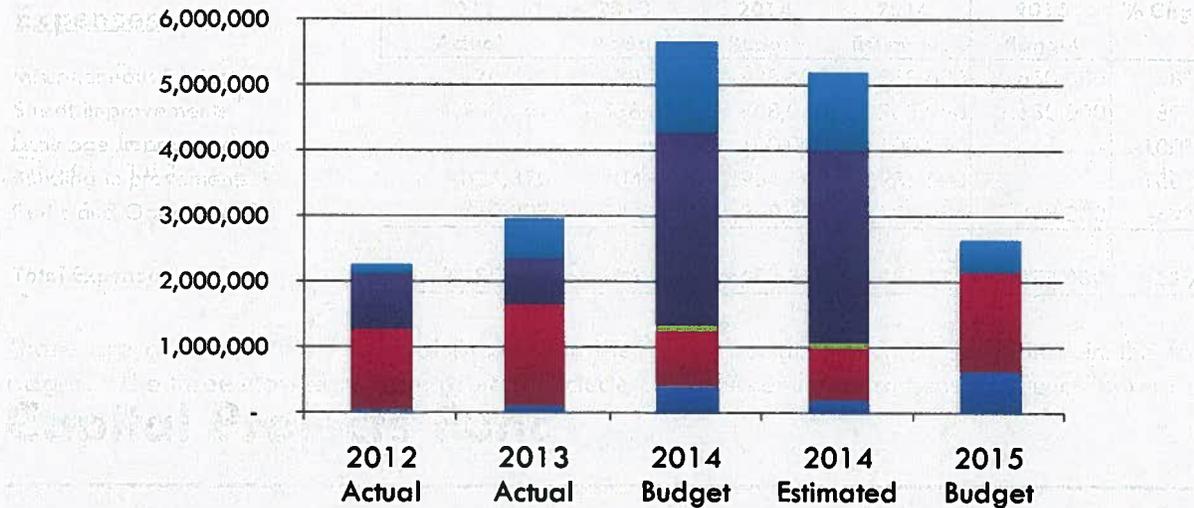
# Capital Projects Fund

## Expenses

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Miscellaneous Projects	70,419	138,793	438,600	238,600	650,000	48%
Street Improvements	1,230,361	1,538,597	808,050	763,050	1,530,000	89%
Drainage Improvements	-	-	100,000	100,000	-	-100%
Building Improvements	827,320	704,749	2,936,500	2,936,500	-	-100%
Parks and Open Space	160,207	594,308	1,399,225	1,199,225	498,000	-64%
<b>Total Expenses</b>	<b>2,288,307</b>	<b>2,976,447</b>	<b>5,682,375</b>	<b>5,237,375</b>	<b>2,678,000</b>	<b>-53%</b>

There are a number of individual projects in the 2015 budget which are detailed in the following pages. The three most significant projects include Otteley Avenue Improvements, Civic Center Park and Overlays..

## Budget History



■ Miscellaneous Projects    
 ■ Street Improvements    
 ■ Drainage Improvements  
■ Building Improvements    
 ■ Parks and Open Space

# Capital Projects Fund Summary

## Revenues

Account Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>INTERGOVERNMENTAL REVENUES</b>						
3313 Federal Enhancement Grant	-	4,460	654,000	654,000	-	-100%
3316 CDBG Grant	-	41,412	158,600	158,600	-	0%
3318 Federal Safe Routes to School	63,212	-	-	-	-	0%
3342 Energy Impact Grant	260,939	775,355	1,195,525	1,110,525	625,000	-48%
3346 GOCO Grant	-	150,065	419,025	294,025	315,000	-25%
3347 TAP Grant	-	-	-	-	-	0%
3371 Mesa County Grants	128,808	506,893	350,000	350,000	300,000	-14%
	452,959	1,478,185	2,777,150	2,567,150	1,240,000	-55%
<b>FINES, FORFEITS AND ASSESSMENTS</b>						
3550 Special Assessments	426,638	-	-	-	-	0%
3555 Development Impact Fees	-	37,536	29,400	-	250,000	0%
	426,638	37,536	29,400	-	250,000	750%
<b>INTEREST AND RENTS</b>						
3610 Interest on deposits	1,780	1,408	-	-	-	0%
3611 Interest on project funds	-	-	-	-	-	0%
3621 Lease Revenues	-	-	-	-	-	0%
	1,780	1,408	-	-	-	0%
<b>DONATIONS</b>						
3641 Donations	100,000	-	-	-	3,000	0%
3642 Community Center Donations	-	-	-	-	-	0%
3680 Miscellaneous	-	-	-	-	-	0%
	100,000	-	-	-	3,000	0%
<b>TRANSFERS FROM OTHER FUNDS</b>						
3910 Transfer from General Fund	1,312,658	1,368,065	1,612,150	1,452,150	1,035,000	-36%
3911 Transfer from Sewer Fund	29,342	-	820,600	820,600	-	
3916 Transfer from Cons. Trust	61,517	67,329	114,000	39,000	150,000	32%
3918 Transfer from Comm Cntr	-	-	-	-	-	
	1,403,517	1,435,394	2,546,750	2,311,750	1,185,000	-53%
<b>OTHER FINANCING SOURCES</b>						
3950 Sale of Property	197,251	-	-	-	-	0%
	197,251	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>2,582,145</b>	<b>2,952,523</b>	<b>5,353,300</b>	<b>4,878,900</b>	<b>2,678,000</b>	<b>-50%</b>

# Capital Projects Fund Summary

## Expenses

Account Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>MISCELLANEOUS PROJECTS</b>						
701-77 Mountain Water System Imp	46,723	96,881	-	-	-	0%
704-77 FHW Improvements	-	41,412	158,600	158,600	-	0%
708-77 Downtown Improvements	-	-	280,000	80,000	650,000	132%
709-77 Little Salt Wash Subdivision	23,696	500	-	-	-	0%
	70,419	138,793	438,600	238,600	650,000	48%
<b>STREET IMPROVEMENTS</b>						
733-77 Sidewalk Replacement	33,783	26,888	50,000	30,000	30,000	-40%
735-77 Overlay Program	410,509	135,789	400,000	400,000	500,000	25%
736-77 Business Park Improvements	698,416	275,288	35,000	35,000	-	-100%
737-77 Pine Street Improvements	-	1,100,632	298,050	298,050	-	-100%
740-77 Ottley Ave Improvements	-	-	-	-	800,000	N/A
745-77 J.2 Road Improvements	-	-	-	-	200,000	N/A
748-77 Traffic Safety Improvements	87,653	-	25,000	-	-	-100%
	1,230,361	1,538,597	808,050	763,050	1,530,000	89%
<b>DRAINAGE IMPROVEMENTS</b>						
760-77 S. Mesa Storm Drain	-	-	-	-	-	0%
763-77 E. Columbine Drain	-	-	100,000	100,000	-	-100%
	-	-	100,000	100,000	-	-100%
<b>BUILDING IMPROVEMENTS</b>						
780-77 Police Building Improvements	827,320	660,539	8,000	8,000	-	-100%
781-77 Shop Improvements	-	36,210	2,928,500	2,928,500	-	-100%
783-77 Civic Center Improvements	-	8,000	-	-	-	0%
	827,320	704,749	2,936,500	2,936,500	-	-100%
<b>PARK AND OPEN SPACE IMPROVEMENTS</b>						
790-77 Trails	-	330,098	5,325	5,325	40,000	651%
791-77 Little Salt Wash Trail	38,808	4,460	1,023,250	1,023,250	-	-100%
794-77 Little Salt Wash Park Imp	3,633	9,640	-	-	-	0%
795-77 Reed Park Improvements	30,320	-	25,000	25,000	450,000	1700%
796-77 Fruita Bike Park	3,745	218,435	131,650	131,650	-	-100%
797-77 Heritage Park Improvements	72,772	11,089	-	-	-	0%
799-77 Kingsview Open Space	10,929	-	-	-	-	0%
802-77 Civic Center Park	-	-	200,000	-	-	-100%
803-77 Park Improvements	-	20,586	14,000	14,000	8,000	-43%
	160,207	594,308	1,399,225	1,199,225	498,000	-64%
<b>CONTINGENCY</b>						
700-77 Contingency	-	-	-	-	-	0%
	-	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>	<b>2,288,307</b>	<b>2,976,447</b>	<b>5,682,375</b>	<b>5,237,375</b>	<b>2,678,000</b>	<b>-53%</b>

# Capital Projects Fund

<b>Project #708</b>	<b>Downtown Improvements</b>					
	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
<b>Revenues</b>						
3342 Energy Impact Grant	-	-	125,000	40,000	225,000	80%
3371 Mesa County FML Grant	-	-	-	-	200,000	N/A
3910 Transfer from General Fund	-	-	155,000	40,000	225,000	45%
<b>Total Revenues</b>	-	-	280,000	80,000	650,000	132%
<b>Expenses</b>						
4335 Design & Engineering	-	-	-	80,000	-	0%
4730 Construction	-	-	280,000	-	650,000	132%
<b>Total Expenses</b>	-	-	280,000	80,000	650,000	132%

## **Project Description**

This project will consist of implementing improvements in the downtown area of Fruita consistent with the recommendations of the comprehensive downtown plan that is in the process of being developed in cooperation with the Downtown Advisory Board.

## **Purpose and Need**

The project has been identified to take steps toward the City Council's goals to "develop the full potential of a strong downtown."

## **History and Current Status**

The City Council adopted a goal statement in 2012 that placed high emphasis on development of Fruita's historic downtown area. In 2013, the City adopted a Downtown Master Plan that included an extensive public input process. In 2014, the City worked with the design team of Olsson Associates and Logan Simpson Design to complete final design for the first phase of construction, which includes streetscape improvements along Aspen Avenue between Circle Park and Peach Street. The proposed improvements will include intersection bulbouts that provide improved crosswalks and pedestrian facilities, outdoor seating areas for restaurant businesses, outdoor sales areas of retail merchants, and public gathering spaces.

The first phase of construction is estimated to cost approximately \$625,000. The City has applied for two grants to assist in funding the project. This includes a funding request of \$200,000 from the Mesa County Federal Mineral Lease District and an application requesting an additional \$225,000 from the Department of Local Affairs Energy/Mineral Impact Assistance Fund

## **Schedule**

Implementation of the first phase of construction is scheduled to be completed during summer months to minimize impacts to downtown businesses that would otherwise occur during peak spring and fall seasons.

# Capital Projects Fund

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## Operating Budget Impact

This project is planned to replace predominantly hard elements, like asphalt and concrete, with like materials that require similar levels of maintenance. No significant cost impacts are expected on the operating due to this project.

# Capital Projects Fund

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## Operating Budget Impact

This project is planned to replace predominantly hard elements, like asphalt and concrete, with like materials that require similar levels of maintenance. No significant cost impacts are expected on the operating due to this project.

# Capital Projects Fund

<b>Project #733</b>	<b>Sidewalk Replacement</b>					
	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
<b>Revenues</b>						
3910 Transfer from General Fund	33,783	26,888	50,000	30,000	30,000	-40%
<b>Total Revenues</b>	<b>33,783</b>	<b>26,888</b>	<b>50,000</b>	<b>30,000</b>	<b>30,000</b>	<b>-40%</b>
<b>Expenses</b>						
4730 Construction	33,783	26,888	50,000	30,000	30,000	-40%
<b>Total Expenses</b>	<b>33,783</b>	<b>26,888</b>	<b>50,000</b>	<b>30,000</b>	<b>30,000</b>	<b>-40%</b>

## **Project Description**

This project has been established for the repair and replacement of sidewalks within the City. This is an ongoing program and includes sidewalks along private property which are in poor condition on a cost share basis with the property owner. In 2008, the City increased its reimbursement to the property owner from 50% to 80% of the cost of replacement of eligible sidewalks. In 2014, this program included \$30,000 for sidewalk replacements and \$20,000 identified for ramp/sidewalk improvements to improve handicap accessibility. The 2015 budget includes \$30,000 for this project and the \$20,000 for ADA improvements was incorporated into the Downtown Streetscape Project (130-708) to replace ADA ramps in downtown.

## **Purpose and Need**

The Public Works Department has compiled an inventory of sidewalks in the City and established a priority list of areas where sidewalks need to be repaired, replaced or installed to provide a safe walking environment for residents.

## **History and Current Status**

Both the 2009 and 2013 Fruita Community Surveys identified the quality of City streets and sidewalks as the areas that should receive the most emphasis. This program has been established to meet this focus by improving sidewalks and meeting necessary ADA standards for disabled pedestrians. In 2014, these additional a portion of the monies budgeted may be used in conjunction with improvements in the downtown area to improve the ramps and pedestrian needs in the downtown core area.

## **Schedule**

Sidewalk replacements will occur throughout the year.

## **Operating Budget Impact**

This project will not have an impact on the operating budget.

# Capital Projects Fund

<b>Project #735</b>	<b>Overlay Program</b>					
	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
<b>Revenues</b>						
3371 Mesa County	100,000	100,000	100,000	100,000	100,000	0%
3910 Transfer from General Fund	310,509	310,509	300,000	300,000	400,000	33%
<b>Total Revenues</b>	<b>410,509</b>	<b>410,509</b>	<b>400,000</b>	<b>400,000</b>	<b>500,000</b>	<b>25%</b>
<b>Expenses</b>						
4730 Construction	410,509	135,789	400,000	400,000	500,000	25%
<b>Total Expenses</b>	<b>410,509</b>	<b>135,789</b>	<b>400,000</b>	<b>400,000</b>	<b>500,000</b>	<b>25%</b>

## **Project Description**

This is a capital project fund for asphalt overlay improvements, including patching on various streets in the City of Fruita. Streets scheduled for an overlay in 2015 include sections of Pabor Avenue, Holly Park Drive, and various other residential streets.

## **Purpose and Need**

Performing overlays on asphalt road surfaces is an important part of a street maintenance plan. This process, in combination with chip sealing, patching, and other maintenance operations, help maximize the lifespan of the road surface.

## **History and Current Status**

The City of Fruita maintains an inventory of a Pavement and Surface Evaluation Rating (PASER) that evaluates all streets within the City limits every 3 years and continually updates the inventory as maintenance operations are completed. These evaluation ratings are used in conjunction with traffic data to prioritize streets in need of overlaying.

Both the 2009 and 2013 Fruita Community Surveys identified the quality of City streets and sidewalks as the areas that should receive the most emphasis. For this reason, the budget for overlays in has been increased from \$400,000 in 2014 to \$500,000 in 2015.

## **Schedule**

The proposed overlays are planned to be constructed in the late spring or early summer months of 2015.

## **Operating Budget Impact**

This project will not have a direct impact on the operating budget, but may help reduce future maintenance costs associated with patching these sections of the City's street system.

# Capital Projects Fund

<b>Project #740</b>	<b>Ottley Avenue Improvements</b>					
	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
<b>Revenues</b>						
3342 Energy Impact Grant	-	-	-	-	400,000	N/A
3555 Development Impact Fees	-	-	-	-	50,000	N/A
3910 Transfer from General Fund	-	-	-	-	350,000	N/A
<b>Total Revenues</b>	-	-	-	-	<b>800,000</b>	<b>N/A</b>
<b>Expenses</b>						
4730 Construction	-	-	-	-	800,000	N/A
<b>Total Expenses</b>	-	-	-	-	<b>800,000</b>	<b>N/A</b>

## **Project Description**

This project is to construct drainage, utility, and road reconstruction along the West Ottley Avenue corridor between Little Salt Wash and Amethyst Drive. This will also include the installation of curb & gutter (and sidewalk where needed) to properly drain water from the road surface.

## **Purpose and Need**

This project will install a storm drain system and extend irrigation facilities necessary to protect this street section from further deterioration.

## **History and Current Status**

Ottley Avenue is the east-west collector roadway through the City with the highest amount of traffic. However, the proposed section of Ottley Avenue does not have adequate drainage facilities or topography necessary to convey stormwater from the road. This has resulted in rapid deterioration of the road section and has the potential to flood adjacent properties. The City of Fruita has applied for a grant from the Department of Local Affairs (DOLA) to help fund this project. The DOLA grant awards will be announced in December of 2014.

## **Schedule**

This project is anticipated to be constructed during the summer of 2015.

## **Operating Budget Impact**

This project is expected to reduce the excessive amounts of asphalt patching currently required to maintain this section of roadway, but will not have a significant impact on the operating budget in future years.

# Capital Projects Fund

		J.2 Road Improvements					
<b>Project #745</b>		2012	2013	2014	2014	2015	% Chg.
		Actual	Actual	Budget	Estimated	Budget	
<b>Revenues</b>							
	3555 Development Impact Fees	-	-	-	-	200,000	N/A
	<b>Total Revenues</b>	-	-	-	-	200,000	N/A
<b>Expenses</b>							
	4730 Construction	-	-	-	-	200,000	N/A
	<b>Total Expenses</b>	-	-	-	-	200,000	N/A

## Project Description

This project is a joint partnership between the City of Fruita and Mesa County to complete road improvements along J.2 Road from J.3 Road to Cottonwoods Subdivision.

## Purpose and Need

This project will improve safety by moving overhead utility poles located in the asphalt adjacent to vehicular traffic and improving pedestrian facilities along this school route.

## History and Current Status

This section of J.2 Road is currently not annexed into the City even though the properties on either end are. Due to this patchwork of annexation, necessary road improvements along J.2 Road were not completed as part of the development process and the City has been unable to require improvements of adjacent property owners. The City of Fruita has a long history of partnering with Mesa County on these types of projects. For this project Mesa County is proposing to complete improvements along this section of the road in 2015 and the City of Fruita has offered to contribute collected transportation impact fees from this area to further improve safety issues.

## Schedule

The schedule for this project will be managed by Mesa County Staff but is expected to take much of 2015 due to the amount of coordination required.

## Operating Budget Impact

This project is not expected to have a significant impact on the operating budget.

# Capital Projects Fund

<b>Project #790</b>	<b>Trails</b>					<b>% Chg.</b>
	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	
<b>Revenues</b>						
3916 Transfer from Cons. Trust	-	-	-	-	40,000	N/A
3347 TAP Grant	-	-	-	-	-	0%
3371 Mesa County Grant	-	335,404	-	-	-	0%
<b>Total Revenues</b>	-	335,404	-	-	40,000	N/A
<b>Expenses</b>						
4730 Construction	-	330,098	5,325	5,325	40,000	651%
<b>Total Expenses</b>	-	330,098	5,325	5,325	40,000	651%

## **Project Description**

This project is to complete final design for the Kokopelli connection of the riverfront trail between Fruita and Loma, Colorado. The majority of the design work will be completed by in-house engineering staff with consultants hired for design of bridge and crossing structures.

## **Purpose and Need**

The proposed trail will provide a critical riverfront connection and will continue to work towards Council's goal of becoming a trails capital.

## **History and Current Status**

The City of Fruita has partnered with a number of organizations for more than two decades to improve the Colorado River Corridor. As part of these partnerships an extensive network of trails has been constructed. In 2014, the riverfront trail connection between Grand Junction and Fruita was completed. The proposed Kokopelli Trail connection is the next missing section of riverfront trail that will connect Fruita to the Kokopelli Trailhead in Loma, which extends the trail to Moab, Utah and beyond.

## **Schedule**

If the City is successful in acquiring grant funds for this project, then it is anticipated that a design consultant would be hired in February of 2015. It is expected that all the design and permitting necessary for this trail will be completed by the end of 2015 such that the trail could be constructed as early as 2016 if funding allows.

## **Operating Budget Impact**

Since this is a design project, it will not have any impact on the operating budget. However, once the project is constructed in future years it is expected that additional resources will be required to maintain the improvements.

# Capital Projects Fund

<b>Project #795</b>	<b>Reed Park</b>					
	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
<b>Revenues</b>						
3346 GOCO Grant	-	-	-	-	315,000	N/A
3910 Transfer from General Fund	30,320	-	-	-	30,000	0%
3916 Transfer from Cons. Trust	-	-	25,000	25,000	105,000	320%
<b>Total Revenues</b>	<b>30,320</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>450,000</b>	<b>1700%</b>
<b>Expenses</b>						
4730 Construction	30,320	-	25,000	25,000	450,000	1700%
<b>Total Expenses</b>	<b>30,320</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>450,000</b>	<b>1700%</b>

## **Project Description**

This project includes the design and construction of park improvements at Reed Park.

## **Purpose and Need**

This project is warranted in order to replace & revitalize park infrastructure that is in deteriorated condition, lacks appropriate functionality, or does not meet current safety standards.

## **History and Current Status**

The City of Fruita (with assistance from the Mesa County Building Department) completes regular compliance inspections of the City's parks facilities, including playgrounds, sidewalks, structures, etc. This process has identified accessibility issues with sidewalks and the playground areas. This, coupled with the fact that Reed Park is the second most used park in the City, has been prioritized by the Parks & Recreation Advisory Committee as the highest priority park project for 2015.

## **Schedule**

The design of this project is expected to begin in early 2015 with construction near the end of the year.

## **Operating Budget Impact**

This project will involve replacing park improvements with elements of similar maintenance schedules and is not anticipated to have a significant impact on the operating budget.

# Capital Projects Fund

<b>Project #803</b>	<b>Park Improvements</b>					
	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
<b>Revenues</b>						
3641 Donations	-	-	-	-	3,000	N/A
3910 Transfer from General Fund	30,320	-	-	-	-	0%
3916 Transfer from Cons. Trust	-	-	25,000	25,000	5,000	-80%
<b>Total Revenues</b>	<b>30,320</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>8,000</b>	<b>-68%</b>
<b>Expenses</b>						
4730 Construction	30,320	-	25,000	25,000	8,000	-68%
<b>Total Expenses</b>	<b>30,320</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>8,000</b>	<b>-68%</b>

## **Project Description**

This project involves the construction and placement of a sign for the renamed Rotary Triangle Park. The Rotary Club has committed to donating funds for the construction and placement of the sign and will assist with the purchase of tables, grills, play equipment and benches in the future. The Rotary Club considers this as their on-going local community project.

## **Purpose and Need**

This project will officially recognize the Rotary Club's contributions to Triangle Park and the renaming of the park.

## **History and Current Status**

The City of Fruita officially renamed Triangle Park to Rotary Triangle Park and the Rotary Club has agreed to donate funds for a new sign for the park.

## **Schedule**

This project is planned to occur in the summer of 2015.

## **Operating Budget Impact**

This project will not have any significant impact on the operating budget.

# **Debt Service Fund**

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Debt Service Fund

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# Debt Service Fund

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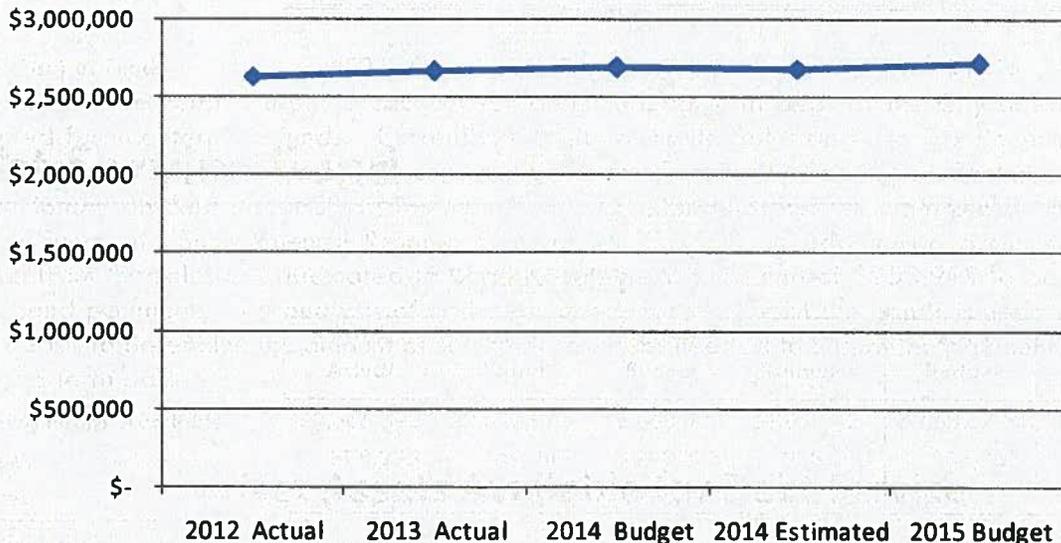
# Debt Service Fund

## SUMMARY

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
<b>Beginning Funds Available</b>	\$2,666,892	\$2,627,677	\$2,660,424	\$2,660,424	\$2,682,724	1%
Revenues	878,235	949,447	939,345	938,200	966,300	3%
Expenses	(917,450)	(916,700)	(915,900)	(915,900)	(940,025)	3%
<b>Ending Funds Available</b>	<b>\$2,627,677</b>	<b>\$2,660,424</b>	<b>\$2,683,869</b>	<b>\$2,682,724</b>	<b>\$2,708,999</b>	<b>1%</b>
Source (Use) of Funds	(39,215)	32,747	23,445	22,300	26,275	12%

The Debt Service Fund is used to account for general long term debt of the City not otherwise accounted for in enterprise funds. Currently, the City of Fruita Sales and Use Tax Revenue Bonds, Series 2009A and 2009B, issued for construction of the Community Recreation Center is the only general long term debt of the City. The reserved fund balance of \$2.7 million represents the Bond Reserve Fund and Supplemental Reserve Fund of \$1,756,500, in addition to accumulations of revenue from the sales tax dedicated to bond payments at year end of \$953,919 to be used for future bond payments. An analysis of cash flow needs for the life of the bonds is updated on an annual basis to determine the amount of sales tax revenues needed to ensure the payment of bonds on a long term basis.

## Net Assets Available for Debt Service



# Debt Service Fund

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
<b>Revenues</b>						
Intergovernmental Revenue	\$ 266,595	\$ 250,199	\$ 266,595	\$ 247,400	\$ 247,125	-7%
Investment Earnings	15,444	6,466	6,500	5,350	5,250	-19%
Transfers	596,196	692,782	666,250	685,450	713,925	7%
<b>Total Revenues</b>	<b>\$ 878,235</b>	<b>\$ 949,447</b>	<b>\$ 939,345</b>	<b>\$ 938,200</b>	<b>\$ 966,300</b>	<b>3%</b>
<b>Expenses</b>						
Other Purchased Services	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	0%
Debt Service Principal	25,000	25,000	25,000	25,000	50,000	100%
Debt Service Interest	891,950	891,200	890,400	890,400	889,525	0%
<b>Total Expense</b>	<b>\$ 917,450</b>	<b>\$ 916,700</b>	<b>\$ 915,900</b>	<b>\$ 915,900</b>	<b>\$ 940,025</b>	<b>3%</b>

## 2015 Budget Highlights

The Sales and Use Tax Revenue Bonds, Series 2009A and 2009B were issued in November 2009 in the amount of \$12,565,000 for construction of a community recreation center. The bonds were issued with an AAA rating from Standard and Poor's with insurance from the Assured Guaranty Corp and an underlying rating of BBB+. The underlying rating off BBB+ was upgraded in September of 2013 to an A/Stable unenhanced rating. This upgrade was the result of new criteria for rating of General Obligation bonds. There are seven criteria used in the ratings and the City performed as follows:

- Budget flexibility – Very Strong
- Liquidity – Very Strong
- Budgetary Performance – Strong
- Management – Strong
- Debt and Contingent Liability – Strong
- Institutional Framework - Strong
- Economy - Adequate

The bonds were issued for a 30 year term with the debt scheduled to be paid off in 2039. A detailed repayment schedule appears on the following page. The bonds are comprised of tax-exempt obligations in the amount of \$2,440,000 and federally taxable Build America Bonds in the amount of \$10,125,000. A 35% interest subsidy was scheduled to be received by the City of Fruita from the federal government on each interest payment date for the taxable bonds. However, as a result of the Federal government's budget sequestration, these interest subsidy payments will be reduced by a percentage that is established on an annual basis by the federal government. The annual subsidy of \$266,595 was reduced in 2013 by \$16,396 and in 2014 is expected to be reduced by 7.2% (\$19,195) and a 7.3% reduction (\$19,470) is budgeted for 2015.

The debt is to be repaid through a dedicated one cent increase in the sales and use tax revenue of the City as approved by voters at the November 2008 election. The sales and use tax increase is intended to cover both the debt service for construction of the center as well as the subsidy of

# Debt Service Fund

operational costs. The pledged sales and use tax is reduced from 1.0% to 0.4% on January 1<sup>st</sup> following the date which the bonds are paid in full, but not later than January 1, 2039. Funds are transferred from the Community Center Fund on a monthly basis for debt service payments on the bonds.

CITY OF FRUITA SALES AND USE TAX REVENUE BONDS SERIES 2009AB COMMUNITY RECREATION CENTER						
YEAR	PRINCIPAL	COUPON RATE	INTEREST	INTEREST BAB SUBSIDY	ANNUAL TOTAL	PRINCIPAL BALANCE
2015	50,000	3.750%	889,513	(247,125)	692,388	12,415,000
2016	60,000	4.000%	887,638	(266,595)	681,043	12,355,000
2017	75,000	4.000%	885,238	(266,595)	693,643	12,280,000
2018	100,000	4.250%	882,238	(266,595)	715,643	12,180,000
2019	125,000	4.250%	877,988	(266,595)	736,393	12,055,000
2020	160,000	7.420%	872,675	(266,595)	766,080	11,895,000
2021	190,000	7.420%	860,803	(262,440)	788,363	11,705,000
2022	220,000	7.420%	846,705	(257,506)	809,199	11,485,000
2023	255,000	7.420%	830,381	(251,792)	833,589	11,230,000
2024	290,000	7.420%	811,460	(245,170)	856,290	10,940,000
2025	330,000	7.420%	789,942	(237,638)	882,304	10,610,000
2026	370,000	7.420%	765,456	(229,068)	906,388	10,240,000
2027	415,000	7.420%	738,002	(219,459)	933,543	9,825,000
2028	460,000	7.420%	707,209	(208,682)	958,527	9,365,000
2029	510,000	7.420%	673,077	(196,736)	986,341	8,855,000
2030	565,000	7.520%	635,235	(183,491)	1,016,744	8,290,000
2031	620,000	7.520%	592,747	(168,620)	1,044,127	7,670,000
2032	680,000	7.520%	546,123	(152,302)	1,073,821	6,990,000
2033	745,000	7.520%	494,987	(134,404)	1,105,583	6,245,000
2034	815,000	7.520%	438,963	(114,796)	1,139,167	5,430,000
2035	860,000	6.729%	377,675	(93,345)	1,144,330	4,570,000
2036	945,000	6.838%	319,810	(81,344)	1,183,466	3,625,000
2037	1,035,000	6.924%	255,188	(66,675)	1,223,513	2,590,000
2038	1,120,000	7.002%	183,520	(49,340)	1,254,180	1,470,000
2039	1,470,000	7.149%	105,095	(29,337)	1,545,758	-
<b>TOTAL</b>	<b>12,465,000</b>	<b>-</b>	<b>16,267,668</b>	<b>(4,762,245)</b>	<b>23,970,423</b>	<b>-</b>

2015 BAB Subsidy reduction due to sequestration is estimated at 7.3% which results in a loss of revenue of \$19,470

# Debt Service Fund

## Revenues

Account	Description	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Change
<b>INTERGOVERNMENTAL REVENUES</b>							
140-000-00-3317	Build America Bonds Subsidy	266,595	250,199	266,595	247,400	247,125	0%
		266,595	250,199	266,595	247,400	247,125	0%
<b>INVESTMENT EARNINGS</b>							
140-000-00-3610	Interest on deposits	860	636	-	350	250	-29%
140-000-00-3611	Interest on bond reserves	14,584	5,830	6,500	5,000	5,000	0%
		15,444	6,466	6,500	5,350	5,250	-2%
<b>TRANSFERS</b>							
140-000-00-3918	Trsfr from Comm Cntr Fund	596,196	692,782	666,250	685,450	713,925	4%
140-000-00-3919	Tsfr from Capital Projects	-	-	-	-	-	0%
		596,196	692,782	666,250	685,450	713,925	4%
<b>TOTAL DEBT SERVICE REVENUES</b>		<b>878,235</b>	<b>949,447</b>	<b>939,345</b>	<b>938,200</b>	<b>966,300</b>	<b>3%</b>

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Change
<b>OTHER PURCHASED SERVICES</b>							
140-470-91-4591	Escrow Agent Fees	500	500	500	500	500	0%
		500	500	500	500	500	0%
<b>DEBT SERVICE PRINCIPAL</b>							
140-470-91-4711	Bond Payment, Principal	25,000	25,000	25,000	25,000	50,000	100%
140-470-91-4712	Lease Payment, Principal	-	-	-	-	-	0%
		25,000	25,000	25,000	25,000	50,000	100%
<b>DEBT SERVICE INTEREST</b>							
140-470-91-4721	Bond Payment, Interest	891,950	891,200	890,400	890,400	889,525	0%
140-470-91-4722	Lease Payment, Interest	-	-	-	-	-	0%
		891,950	891,200	890,400	890,400	889,525	0%
<b>TOTAL DEBT SERVICE EXPENSE</b>		<b>917,450</b>	<b>916,700</b>	<b>915,900</b>	<b>915,900</b>	<b>940,025</b>	<b>3%</b>

# Devils Canyon Center Fund

Devils Canyon Center Fund

Devils Canyon Center Fund

# **Devils Canyon Center Fund**

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Devils Canyon Center Fund

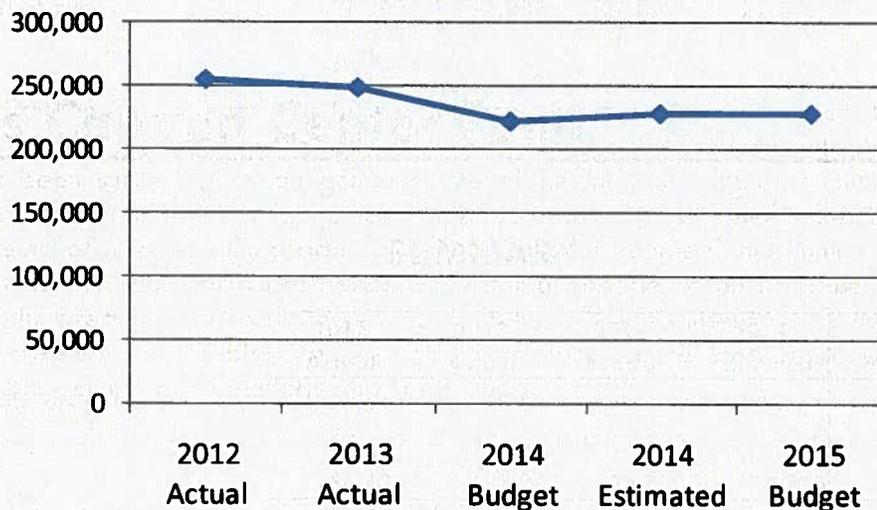
# Devils Canyon Center Fund

## SUMMARY

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
<b>Unrestricted Assets Available</b>	254,644	255,953	249,864	249,864	228,864	-8%
Revenues	57,709	57,649	57,700	57,700	28,800	-50%
Expenses	-56,400	-63,738	-84,700	-78,700	-28,800	-66%
<b>Ending Assets Available</b>	<b>255,953</b>	<b>249,864</b>	<b>222,864</b>	<b>228,864</b>	<b>228,864</b>	<b>3%</b>
Source (Use) of Funds	1,309	-6,089	(27,000)	(21,000)	0	-100%

The Devils Canyon Center Fund was built as an economic development project to provide a focal point for attraction of visitors to the community and increase the economic vitality of the City. The Center has been successful as an economic development tool with new commercial businesses constructed in the Hwy 340 Corridor since it opened in July 1994. The Center is currently leased to the Museum of Western Colorado for their "Dinosaur Journey" museum. It is a 22,000 sf educational facility which provides hands on learning experience on both the paleontology and geology of the area. In addition to the educational exhibits, the Museum has a number of animated prehistoric creatures on display, a working laboratory where fossil finds are prepared, an auditorium for lectures and meetings and a gift shop.

## Available Assets

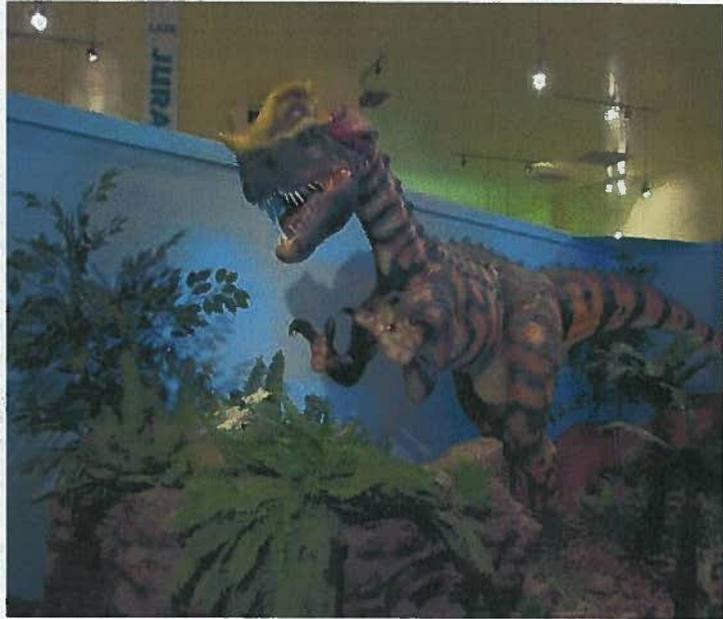


# Devils Canyon Center Fund

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## Summary

The term of the lease agreement with the Museum is ten years with options to renew the lease for 4 additional five year periods. The original terms of the lease agreement require a minimum monthly base rent payment of \$4,800 for the second five year period (July 2006 thru June 2010) of the initial ten year lease and \$5,400 for the third five year period (July 2010 thru June 2015). The lease agreement was amended in 2010 to reduce the lease payment from \$5,400 per month to \$4,800 per month for the 3<sup>rd</sup> five year term of the lease agreement. The Museum of Western Colorado and the City of Fruita entered into a Memorandum of Understanding in 2014 to renegotiate the lease with a



goal that the lease payment will be reduced in 2015 and essentially eliminated in 2016 with the understanding that the City will have control of the property outside of the existing building to provide space for a future Math and Science Center building and that the savings realized by the reduction in lease payments will be dedicated to improving and marketing Dinosaur Journey by the Museum of Western Colorado.

The lease contains purchase options which may be exercised at five year intervals from the inception date of the lease. The purchase price is set forth in the lease agreement and is based on a formula which takes into account the difference in the appraised value of the property at the time the lease was signed and the appraised value at the time of the purchase and applies a set percentage of lease payments made to the purchase cost. Under the lease agreement the Museum is responsible for upkeep and maintenance of the facility.

# Devils Canyon Center Fund

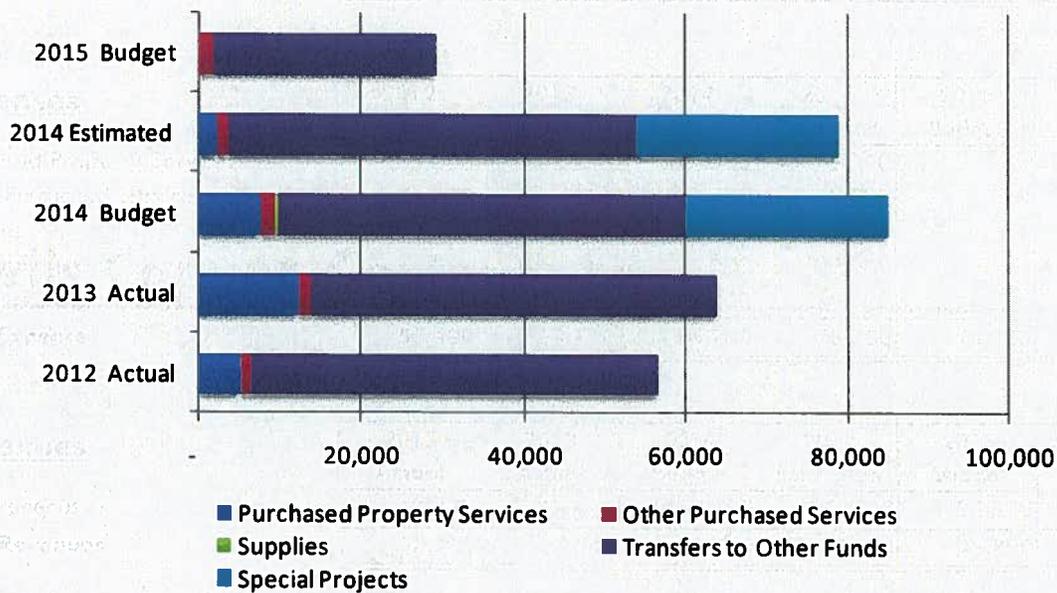
## Revenues

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Miscellaneous	57,709	57,649	57,700	57,700	28,800	-50%
<b>Total Revenues</b>	<b>57,709</b>	<b>57,649</b>	<b>57,700</b>	<b>57,700</b>	<b>28,800</b>	<b>-50%</b>

## Expenses

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Purchased Property Services	5,000	12,238	7,500	2,000	-	-100%
Other Purchased Services	1,400	1,500	1,700	1,700	1,700	0%
Supplies	-	-	500	-	-	-100%
Special Projects	-	-	25,000	25,000	-	-100%
Transfers to Other Funds	50,000	50,000	50,000	50,000	27,100	-46%
<b>Total Expense</b>	<b>56,400</b>	<b>63,738</b>	<b>84,700</b>	<b>78,700</b>	<b>28,800</b>	<b>-66%</b>

## Budget History



# **Devils Canyon Center Fund**

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## **2014 Accomplishments**

- The 2014 Budget included a contribution of \$25,000 to the Museum of Western Colorado for improvements to the building and exhibits.

## **2015 Budget Highlights**

- The 2015 Budget includes a 50% reduction in the lease payment from the Museum of Western Colorado subject to the Memorandum of Understanding between the City and the Museum which requires that the savings realized by the Museum be used for improvements to the building and exhibits and marketing of Dinosaur Journey.
- The City will continue to work with the Museum and the Math and Science Center in 2015 for development of a conceptual plan for construction of a new facility on the Devils Canyon Center property for the Math and Science Center. The City has agreed to provide land for the facility with the Math and Science Center to provide for construction and operations.

## **Goals and Objectives**

- Renegotiate the terms of the Devils Canyon Center lease with the Museum of Western Colorado pursuant to the Memorandum of Understanding dated August 29, 2014 and ensure that the savings realized by the Museum are directed towards improvements to the facility and expanded marketing efforts for Dinosaur Journey.
- Continue to work with the Museum and the Math Science Center for an expanded campus on the Devils Canyon Center site that furthers cultural and educational opportunities for residents and visitors.

## **Personnel**

- The Devils Canyon Center Fund does not have any staff employed by the City.

# Devils Canyon Center Fund

## Revenues

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>MISCELLANEOUS</b>							
210-000-00-3610	Interest on deposits	109	49	100	100	-	-100%
210-000-00-3622	Devils Canyon Center Lease Rev	57,600	57,600	57,600	57,600	28,800	-50%
		57,709	57,649	57,700	57,700	28,800	-50%
<b>TOTAL REVENUES</b>		<b>57,709</b>	<b>57,649</b>	<b>57,700</b>	<b>57,700</b>	<b>28,800</b>	<b>-50%</b>

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PURCHASED PROPERTY SERVICES</b>							
210-450-00-4440	Building Maintenance	5,000	12,238	7,500	2,000	-	-100%
		5,000	12,238	7,500	2,000	-	-100%
<b>OTHER PURCHASED SERVICES</b>							
210-450-00-4520	Property Insurance	1,400	1,500	1,700	1,700	1,700	0%
		1,400	1,500	1,700	1,700	1,700	0%
<b>SUPPLIES</b>							
210-450-00-4612	Supplies and Equipment	-	-	500	-	-	-100%
		-	-	500	-	-	-100%
<b>SPECIAL PROJECTS</b>							
210-450-00-4842	Miscellaneous Contributions	-	-	25,000	25,000	-	-100%
		-	-	25,000	25,000	-	-100%
<b>TRANSFERS TO OTHER FUNDS</b>							
210-450-00-4950	Transfer to General Fund	50,000	50,000	50,000	50,000	27,100	-46%
		50,000	50,000	50,000	50,000	27,100	-46%
<b>TOTAL EXPENSES</b>		<b>56,400</b>	<b>63,738</b>	<b>84,700</b>	<b>78,700</b>	<b>28,800</b>	<b>-66%</b>

# **Devils Canyon Center Fund**

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# Irrigation Water Fund

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Irrigation Water Fund

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Irrigation Water Fund

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# Irrigation Water Fund

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City of Fruita

Irrigation Water Fund

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City of Fruita

Irrigation Water Fund

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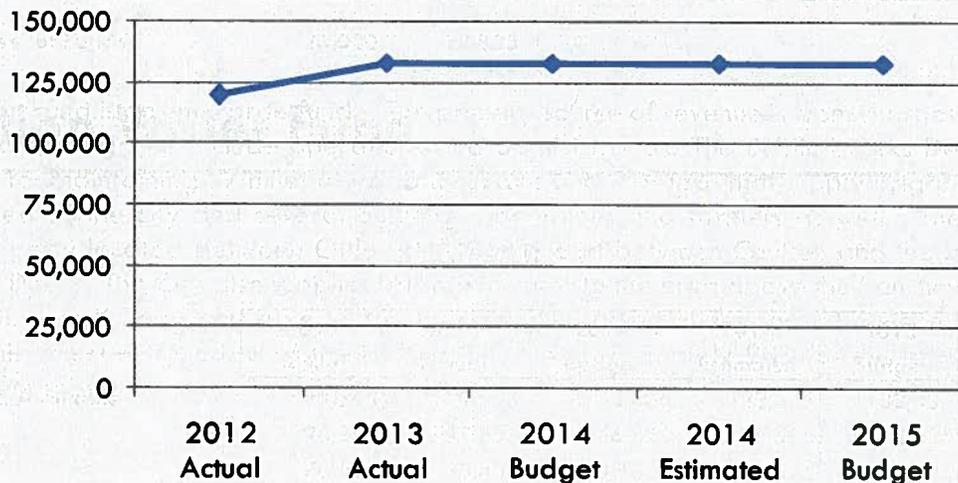
# Irrigation Water Fund

## SUMMARY

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
<b>Net Assets Available</b>	93,563	119,583	133,406	133,406	133,406	0%
Revenues	96,282	97,255	96,825	95,525	95,525	-1%
Expenses	-70,262	-83,432	-96,825	-95,525	-95,525	-1%
Adjustments	-	-	-	-	-	0%
<b>Ending Net Assets</b>	<b>119,583</b>	<b>133,406</b>	<b>133,406</b>	<b>133,406</b>	<b>133,406</b>	<b>0%</b>
<b>Source (Use) of Funds</b>	<b>26,020</b>	<b>13,823</b>	-	-	-	<b>0%</b>

The Irrigation Fund is an enterprise fund. The primary source of revenue is from charges for service. Irrigation Fund programs include operations and administration. The Public Works Department is responsible for maintaining 17 miles of irrigation mains and 719 taps that supply irrigation water to the core area of the city and several outlying subdivisions and farmers as well. The core area includes property located between Ottley and Hwy 6 and between Coulson and the Independent Ranchman's Ditch. The City also supplies irrigation water to the area above the Ranchman's Ditch to 18 Road, North to K Road and from 18 to 18 1/2 Road including all the farms between K Road and J.6Road. This line is referred to as the Encanto line. Approximately 90% of the irrigation water customers rent shares of water through the City.

### Available Assets



# Irrigation Water Fund

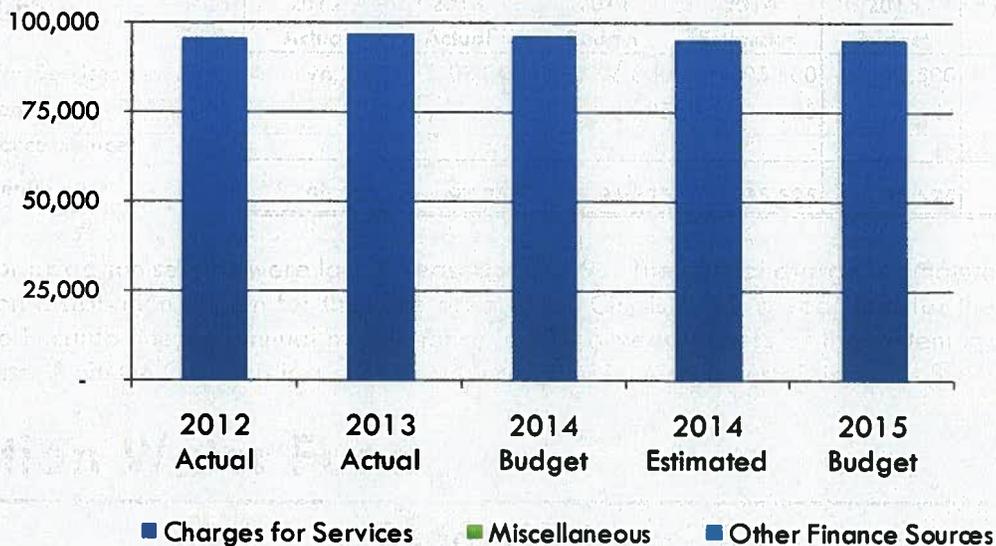
## REVENUES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Charges for Services	96,227	97,248	96,800	95,500	95,500	-1%
Miscellaneous	55	7	25	25	25	0%
Other Finance Sources	-	-	-	-	-	0%
<b>Total Revenue</b>	<b>96,282</b>	<b>97,255</b>	<b>96,825</b>	<b>95,525</b>	<b>95,525</b>	<b>-1%</b>

The rates for irrigation service were last increased in 2009. The annual charge for maintenance of the irrigation distribution system for the core area of the City is \$110 a year and for the outlying area on the Encanto line the annual maintenance is \$80 a year. Users of the system may rent a share of water from the City. This is a pass through cost and is currently established at \$25 per year.

## Irrigation Water Fund

### Budget History

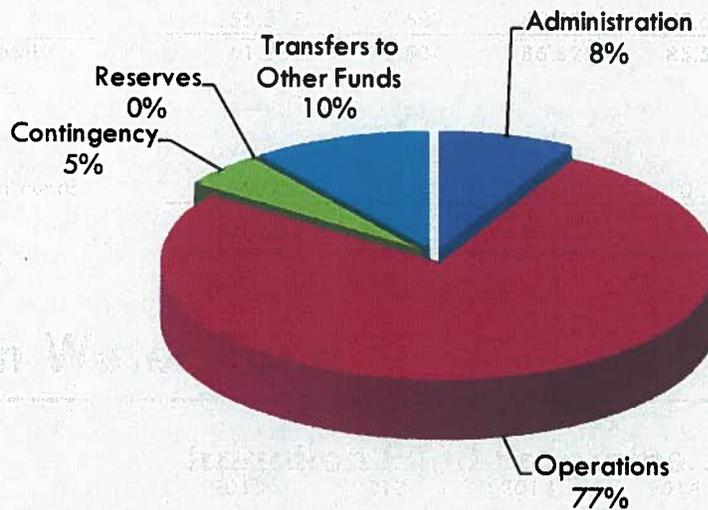


# Irrigation Water Fund

## Expenses

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Administration	5,917	6,874	6,625	5,900	7,525	14%
Operations	55,345	66,633	80,200	79,625	73,350	-9%
<b>Subtotal</b>	<b>61,262</b>	<b>73,507</b>	<b>86,825</b>	<b>85,525</b>	<b>80,875</b>	<b>-7%</b>
Capital	-	-	-	-	-	0%
Contingency	-	-	-	-	4,650	N/A
Reserves	-	925	-	-	-	0%
Transfers to Other Funds	9,000	9,000	10,000	10,000	10,000	0%
<b>Total Expense</b>	<b>70,262</b>	<b>83,432</b>	<b>96,825</b>	<b>95,525</b>	<b>95,525</b>	<b>-1%</b>

## Irrigation Fund Programs

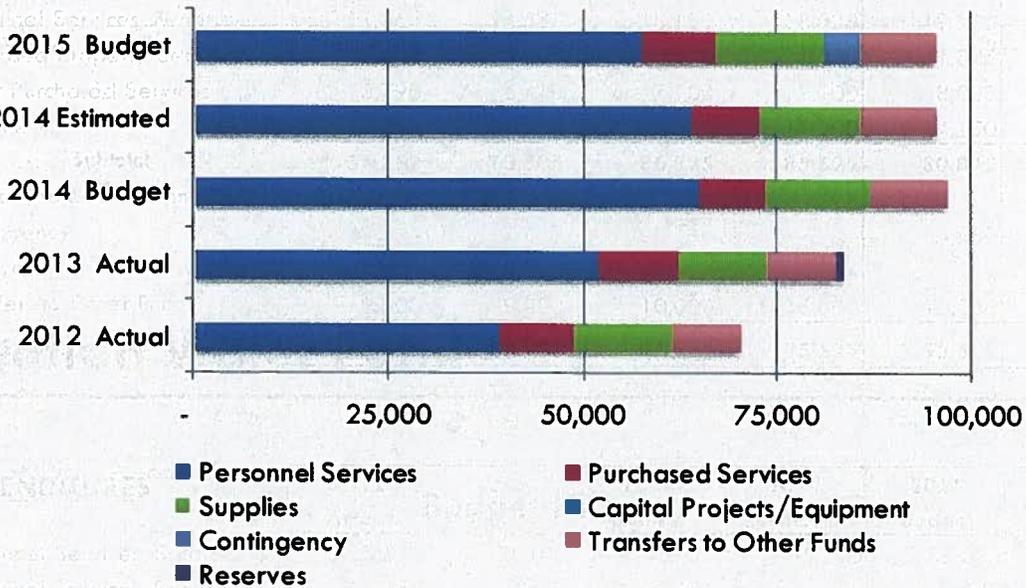


# Irrigation Water Fund

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	27,512	37,107	46,625	45,700	38,075	-18%
Personnel Services, Benefits	11,463	14,587	18,100	18,025	19,275	6%
Purchased Property Services	3,600	3,900	1,500	1,500	1,375	-8%
Other Purchased Services	5,793	6,413	7,100	7,100	8,000	13%
Supplies	12,894	11,500	13,500	13,200	14,150	5%
<b>Subtotal</b>	<b>61,262</b>	<b>73,507</b>	<b>86,825</b>	<b>85,525</b>	<b>80,875</b>	<b>-7%</b>
Capital Projects/Equipment	-	-	-	-	-	0%
Contingency	-	-	-	-	4,650	N/A
Reserves	-	925	-	-	-	0%
Transfers to Other Funds	9,000	9,000	10,000	10,000	10,000	0%
<b>Total Expense</b>	<b>70,262</b>	<b>83,432</b>	<b>96,825</b>	<b>95,525</b>	<b>95,525</b>	<b>-1%</b>

## Budget History



# Irrigation Water Fund

## Personnel

The Public Works Department includes staffing for General Fund operations as well as Fleet Maintenance, Sewer and Irrigation Fund operations. The following table shows the total staffing for all operations of the Department.

<b>PART TIME AND SEASONAL</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Administrative Clerk	0	0	0	0.5
Seasonal Maintenance Worker	4.5	4.5	4.5	4.0
<b>SUBTOTAL</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>
<b>FULL TIME</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Public Works Director	1	1	1	1
Public Works Superintendent	1	1	1	1
Wastewater Treatment Plant Superintendent	1	1	1	1
Class A Operator	1	1	0	0
Class C Operator	1	1	0	1
Class D Operator	1	1	3	2
City Engineer	1	1	1	1
Construction Inspector/Plan Review Engineer	1	1	1	1
Designer/GIS Technician	1	1	1	1
Project Manager	1	1	1	0
Crew Leader	1	1	1	2
Mechanic I	1	1	1	0
Mechanic II	1	1	1	2
Administrative Technician	1	1	1	1
Maintenance Worker 1	5	4	4	3
Maintenance Worker 2	3	4	4	4
Senior Maintenance Worker 1	3	3	3	3
<b>SUBTOTAL</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>24</b>
<b>TOTAL</b>	<b>29.5</b>	<b>29.5</b>	<b>29.5</b>	<b>28.5</b>

# Irrigation Water Fund

## Revenues

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>CHARGES FOR SERVICES</b>							
211-000-00-3441	Monthly Irrigation Charges	95,727	97,248	96,800	95,500	95,500	-1%
211-000-00-3449	Plant Investment Fees	500	-	-	-	-	0%
211-000-00-3489	Penalty and Interest Charges	-	-	-	-	-	0%
		96,227	97,248	96,800	95,500	95,500	-1%
<b>MISCELLANEOUS</b>							
211-000-00-3610	Interest on deposits	16	7	25	25	25	0%
211-000-00-3611	Interest on assessments	39	-	-	-	-	0%
211-000-00-3680	Miscellaneous Revenues	-	-	-	-	-	0%
		55	7	25	25	25	0%
<b>TRANSFERS FROM OTHER FUNDS</b>							
211-000-00-3910	Transfer from General Fund	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>OTHER FINANCING SOURCES</b>							
211-000-00-3950	Sale of Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL REVENUES</b>		<b>96,282</b>	<b>97,255</b>	<b>96,825</b>	<b>95,525</b>	<b>95,525</b>	<b>-1%</b>

# Irrigation Water Fund

## Expense Summary

### Expenses

Account Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>						
4113 Salaries, Public Works	22,972	30,338	36,200	35,275	33,025	-9%
4120 Part Time	2,010	2,748	5,225	5,225	2,175	-58%
4130 Overtime	2,530	4,021	5,200	5,200	2,875	-45%
	27,512	37,107	46,625	45,700	38,075	-18%
<b>PERSONNEL SERVICES, BENEFITS</b>						
4210 Health Insurance	6,575	9,220	11,700	11,725	13,825	18%
4220 FICA Payroll Expense	1,668	2,275	2,825	2,775	2,375	-16%
4221 Medicare Payroll Expense	390	532	675	675	575	-15%
4230 Retirement Contribution	1,023	1,373	1,650	1,625	1,500	-9%
4250 Unemployment Insurance	82	112	175	150	125	-29%
4260 Workers Compensation Insurance	1,725	1,075	1,075	1,075	875	-19%
	11,463	14,587	18,100	18,025	19,275	6%
<b>PURCHASED PROPERTY SERVICES</b>						
4435 Fleet Maintenance Charges	3,600	3,900	1,500	1,500	1,375	-8%
	3,600	3,900	1,500	1,500	1,375	-8%
<b>OTHER PURCHASED SERVICES</b>						
4512 Irrigation Sys Repair & Mainte	5,793	6,413	7,100	7,100	8,000	13%
	5,793	6,413	7,100	7,100	8,000	13%
<b>SUPPLIES</b>						
4610 Office Supplies	344	383	300	300	450	50%
4611 Postage	500	450	500	500	500	0%
4612 Supplies and Equipment	1,564	608	1,600	1,600	2,000	25%
4613 Water Share Rentals	8,787	8,859	9,300	9,300	10,000	8%
4620 Utilities	-	-	-	-	-	0%
4626 Gas and Oil	1,699	1,200	1,800	1,500	1,200	-33%
	12,894	11,500	13,500	13,200	14,150	5%
<b>CAPITAL PROJECTS AND EQUIPMENT</b>						
4741 Water Shares	-	-	-	-	-	0%
4743 Equipment	-	-	-	-	-	0%
	-	-	-	-	-	0%
<b>RESERVES</b>						
4846 Health Insurance Reserve	-	925	-	-	-	0%
	-	925	-	-	-	0%
<b>CONTINGENCY</b>						
4850 Contingency	-	-	-	-	4,650	N/A
	-	-	-	-	4,650	N/A
<b>TRANSFERS TO OTHER FUNDS</b>						
4950 Transfer to General Fund	9,000	9,000	10,000	10,000	10,000	0%
	9,000	9,000	10,000	10,000	10,000	0%
<b>TOTAL EXPENDITURES</b>	<b>70,262</b>	<b>83,432</b>	<b>96,825</b>	<b>95,525</b>	<b>95,525</b>	<b>-1%</b>

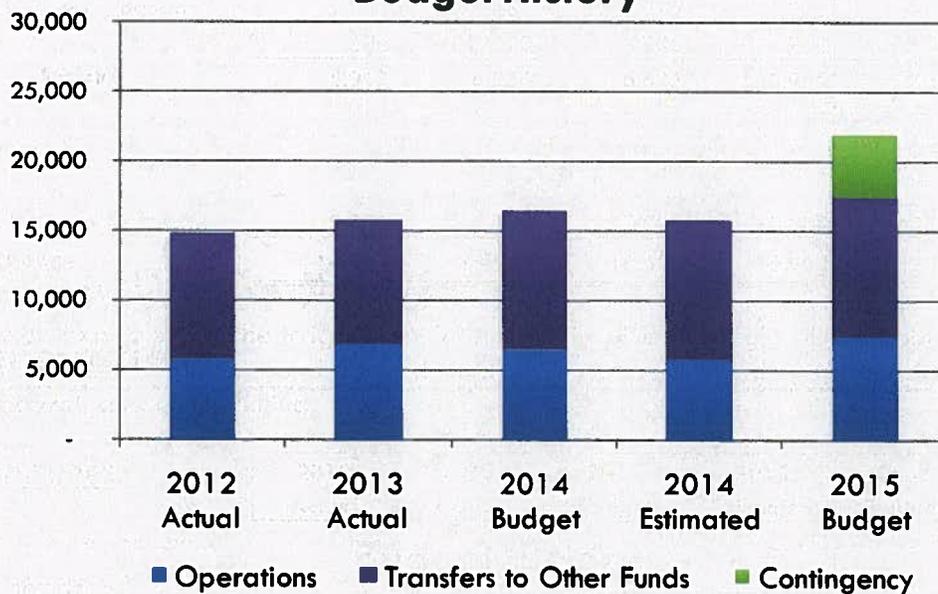
# Irrigation Water Fund Administration

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	3,860	4,573	4,650	3,925	4,725	2%
Personnel Services, Benefits	1,371	1,681	1,275	1,275	2,100	65%
Supplies	686	620	700	700	700	0%
<b>Subtotal</b>	<b>5,917</b>	<b>6,874</b>	<b>6,625</b>	<b>5,900</b>	<b>7,525</b>	<b>14%</b>
Capital	-	-	-	-	-	0%
Contingency	-	-	-	-	4,650	N/A
Reserves	-	-	-	-	-	0%
Transfers to Other Funds	9,000	9,000	10,000	10,000	10,000	0%
<b>Total Expense</b>	<b>14,917</b>	<b>15,874</b>	<b>16,625</b>	<b>15,900</b>	<b>22,175</b>	<b>33%</b>

Administration expenses for the Irrigation Water Fund involve oversight of the operation functions and transfer to the General Fund for administrative support including processing of accounts payable, payroll and utility billing.

## Budget History



# **Irrigation Water Fund Administration**

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## **2014 Accomplishments**

- Accurately accounted for irrigation water use and efficient billing of all residents on the irrigation system.
- Implemented a multi-year program to provide better accounting of water used in the Encanto system, and provide better conservation of the existing water available for irrigation.

## **Goals and Objectives**

- The irrigation program will continue to provide clean, usable irrigation water to all residents connected to the distribution system.
- Maintain and improve accurate record keeping for proper billing of all irrigation water users during the irrigation season.

# Irrigation Water Fund

## Administration

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
211-431-10-4113	Salaries, Public Works	3,860	4,552	4,425	3,700	4,725	7%
211-431-10-4120	Part Time	-	-	225	225	-	0%
211-431-10-4130	Overtime	-	21	-	-	-	0%
		3,860	4,573	4,650	3,925	4,725	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
211-431-10-4210	Health Insurance	829	1,048	625	650	1,400	124%
211-431-10-4220	FICA Payroll Expense	228	274	275	250	300	9%
211-431-10-4221	Medicare Payroll Expense	53	64	75	75	75	0%
211-431-10-4230	Retirement Contribution	174	206	200	200	225	13%
211-431-10-4250	Unemployment Insurance	12	14	25	25	25	0%
211-431-10-4260	Workers Compensation Insurance	75	75	75	75	75	0%
		1,371	1,681	1,275	1,275	2,100	65%
<b>SUPPLIES</b>							
211-431-10-4610	Office Supplies	186	170	200	200	200	0%
211-431-10-4611	Postage	500	450	500	500	500	0%
		686	620	700	700	700	0%
<b>CAPITAL</b>							
211-431-10-4743	Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>RESERVES</b>							
211-431-10-4846	Health Insurance Reserve	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>CONTINGENCY</b>							
211-431-10-4850	Contingency	-	-	-	-	4,650	N/A
		-	-	-	-	4,650	N/A
<b>TRANSFERS TO OTHER FUNDS</b>							
211-431-10-4950	Transfer to General Fund	9,000	9,000	10,000	10,000	10,000	0%
		9,000	9,000	10,000	10,000	10,000	0%
<b>TOTAL EXPENDITURES</b>		<b>14,917</b>	<b>15,874</b>	<b>16,625</b>	<b>15,900</b>	<b>22,175</b>	<b>33%</b>

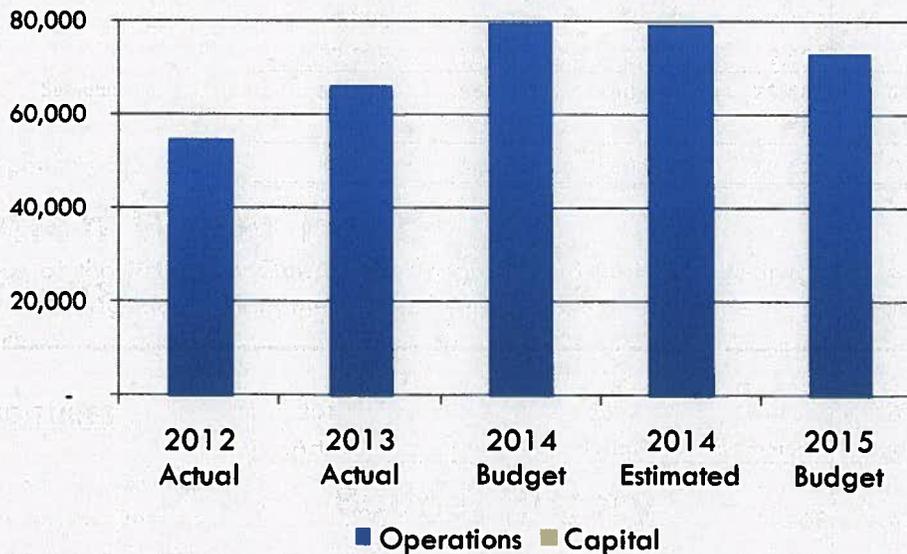
# Irrigation Water Fund Operations

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	23,652	32,534	41,975	41,775	33,350	-21%
Personnel Services, Benefits	10,092	12,906	16,825	16,750	17,175	2%
Purchased Property Services	3,600	3,900	1,500	1,500	1,375	-8%
Other Purchased Services	5,793	6,413	7,100	7,100	8,000	13%
Supplies	12,208	10,880	12,800	12,500	13,450	5%
<b>Subtotal</b>	<b>55,345</b>	<b>66,633</b>	<b>80,200</b>	<b>79,625</b>	<b>73,350</b>	<b>-9%</b>
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>55,345</b>	<b>66,633</b>	<b>80,200</b>	<b>79,625</b>	<b>73,350</b>	<b>-9%</b>

The purpose of the Irrigation Operations Program is to maintain the irrigation water system and ensure that the irrigation system meets local serviceability requirements with reasonable levels of maintenance.

## Budget History



# **Irrigation Water Fund Operations**

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## **2014 Accomplishments**

- Maintained the flushing schedule and valve replacements as needed
- Maintained cleaning and maintenance of all irrigation head gates
- Maintained flow records of irrigation usage
- Identified and repaired private irrigation line in Mesa St. North

## **2015 Highlights**

- Replace any valves that are non-functional at the beginning of the season.
- Maintain all trash cleaners and flow meters at head gates and diversions
- Record and calibrate all flow meters to assure proper water delivery

## **Goals and Objectives**

- The irrigation program will continue to provide usable irrigation water to all residents connected to the distribution system and continue to make improvements to the open ditch system throughout the city where they still exist.
- Continue to upgrade the existing system and improve the head gate filtering systems and service areas to minimize maintenance and operation costs. Seasonal maintenance is required to replace damaged portions of the system as well as maintenance and inspection practices to ensure a functional system.
- Evaluate the flush valves for correct operation.
- Prepare the head gate system early in the year for the upcoming season. Repair all trash cleaners as needed. Maintain the headgate system and flushing program on a weekly basis with additional flushing as needed in noted problem areas.
- Continue to install flow measuring devices at all distribution points in the irrigation system.

# Irrigation Water Fund

## Operations

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
211-431-53-4113	Salaries, Public Works	19,112	25,787	31,775	31,575	28,300	-11%
211-431-53-4120	Part Time	2,010	2,748	5,000	5,000	2,175	-57%
211-431-53-4130	Overtime	2,530	3,999	5,200	5,200	2,875	-45%
		23,652	32,534	41,975	41,775	33,350	-21%
<b>PERSONNEL SERVICES, BENEFITS</b>							
211-431-53-4210	Health Insurance	5,746	8,172	11,075	11,075	12,425	12%
211-431-53-4220	FICA Payroll Expense	1,440	2,001	2,550	2,525	2,075	-19%
211-431-53-4221	Medicare Payroll Expense	337	468	600	600	500	-17%
211-431-53-4230	Retirement Contribution	849	1,167	1,450	1,425	1,275	-12%
211-431-53-4250	Unemployment Insurance	70	98	150	125	100	-33%
211-431-53-4260	Workers Compensation Insurance	1,650	1,000	1,000	1,000	800	-20%
		10,092	12,906	16,825	16,750	17,175	2%
<b>PURCHASED PROPERTY SERVICES</b>							
211-431-53-4435	Fleet Maintenance Charges	3,600	3,900	1,500	1,500	1,375	-8%
		3,600	3,900	1,500	1,500	1,375	-8%
<b>OTHER PURCHASED SERVICES</b>							
211-431-53-4512	Irrigation Sys Repair & Mainte	5,793	6,413	7,100	7,100	8,000	13%
		5,793	6,413	7,100	7,100	8,000	13%
<b>SUPPLIES</b>							
211-431-53-4610	Office Supplies	158	213	100	100	250	150%
211-431-53-4612	Supplies and Equipment	1,564	608	1,600	1,600	2,000	25%
211-431-53-4613	Water Share Rentals	8,787	8,859	9,300	9,300	10,000	8%
211-431-53-4620	Utilities	-	-	-	-	-	0%
211-431-53-4626	Gas and Oil	1,699	1,200	1,800	1,500	1,200	-33%
		12,208	10,880	12,800	12,500	13,450	5%
<b>CAPITAL</b>							
211-431-53-4741	Water Shares	-	-	-	-	-	0%
211-431-53-4743	Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>		<b>55,345</b>	<b>66,633</b>	<b>80,200</b>	<b>79,625</b>	<b>73,350</b>	<b>-9%</b>

# Irrigation Water Fund

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# **Sewer Fund**

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# Sewer Fund

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Sewer Fund

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# Sewer Fund

## SUMMARY

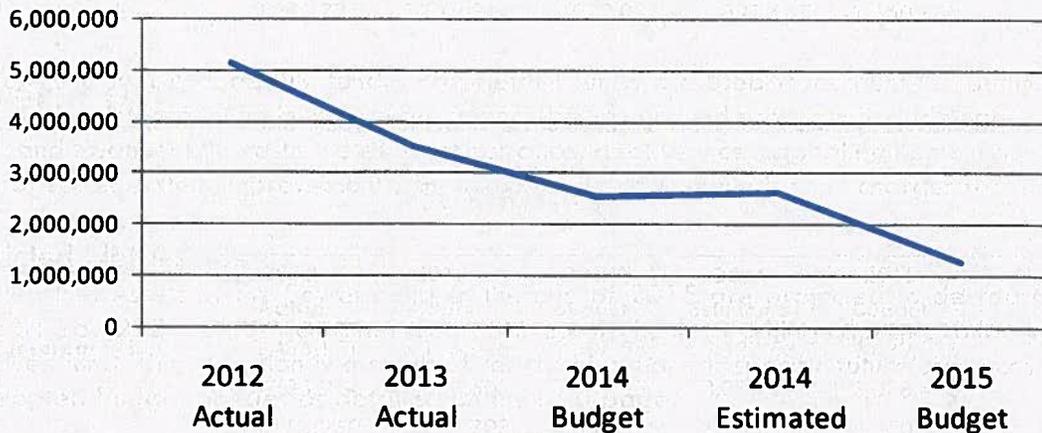
	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Unrestrict assets at 1/1	2,485,151	5,156,926	3,537,582	3,537,582	2,639,935	-25%
Revenues	3,305,914	3,608,609	3,061,350	3,088,250	3,078,400	1%
Expenses	-4,155,260	-5,202,708	-4,033,375	-3,956,100	-4,700,550	17%
Adjustments	3,521,121	-25,245	-	-29,797	261,267	0%
<b>Unrestricted assets at 12/31</b>	<b>5,156,926</b>	<b>3,537,582</b>	<b>2,565,557</b>	<b>2,639,935</b>	<b>1,279,052</b>	<b>-50%</b>
Source (Use) of Funds	2,671,775	-1,619,344	-972,025	-897,647	-1,360,883	40%

The Sewer Fund is a proprietary fund. Proprietary funds are used to account for business type activities similar to those found in the private sector. The Sewer Fund programs include operations for collection and treatment of waste water, administration, debt service, capital equipment and capital projects for sewer system improvements. The main source of revenue is from charges for service.

### Unrestricted Net Assets

Unrestricted Net Assets of the Sewer Fund at the end of 2015 are projected to decrease \$1.37 million to \$1,266,202. Unrestricted net assets represents the net working capital available for use in the Sewer Fund. This reduction is a result of restricting funds for specific future uses according to newly adopted budget policies as detailed on the next page.

### Available Assets



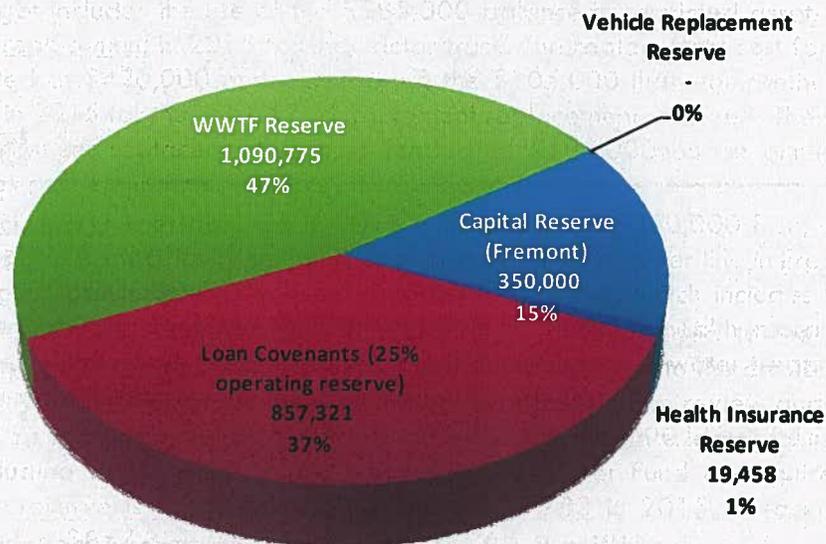
# Sewer Fund

## Restricted Net Assets

In addition to unrestricted assets the Sewer Fund has restricted assets which includes the amount invested in capital assets, amounts restricted pursuant to loan covenants, a health insurance reserve and equipment replacement reserves for both mobile equipment and wastewater treatment facility equipment. Changes in restricted assets for the 2015 Budget include:

- An operations and maintenance reserve fund of at least 25% (90 days) of operational expenses, excluding depreciation, is maintained in the Sewer Fund as required by loan covenants. This reserve is projected to increase by \$23,733 in 2015 for an operational reserve balance of \$857,321.
- The 2015 Budget includes the use of the \$285,000 balance in restricted assets for vehicle and equipment replacement in 2015 for the vector truck. The replacement cost for the vector truck is budgeted at \$420,000 and will also use the \$105,000 that would otherwise have been set aside in 2015 for the vehicle and equipment replacement reserve. The vehicle and equipment replacement fund is funded at \$105,000 on an annual basis to replace vehicles and equipment necessary for sewer operations.
- A capital project reserve is established in 2015 with funding of \$350,000 from unrestricted assets. This reserve is specifically set aside for construction of a sewer line in Fremont Street when the timing is appropriate.
- In addition, \$1,000,000 of unrestricted fund balance will be added to the wastewater treatment facility equipment replacement reserve in 2015 in addition to the annual funding of \$50,475. Additional funding of the reserve will be established upon review and evaluation of the schedule of replacement values to determine the appropriate level of funding.

### Restricted Assets at 12/31/2015 - \$2.3 million

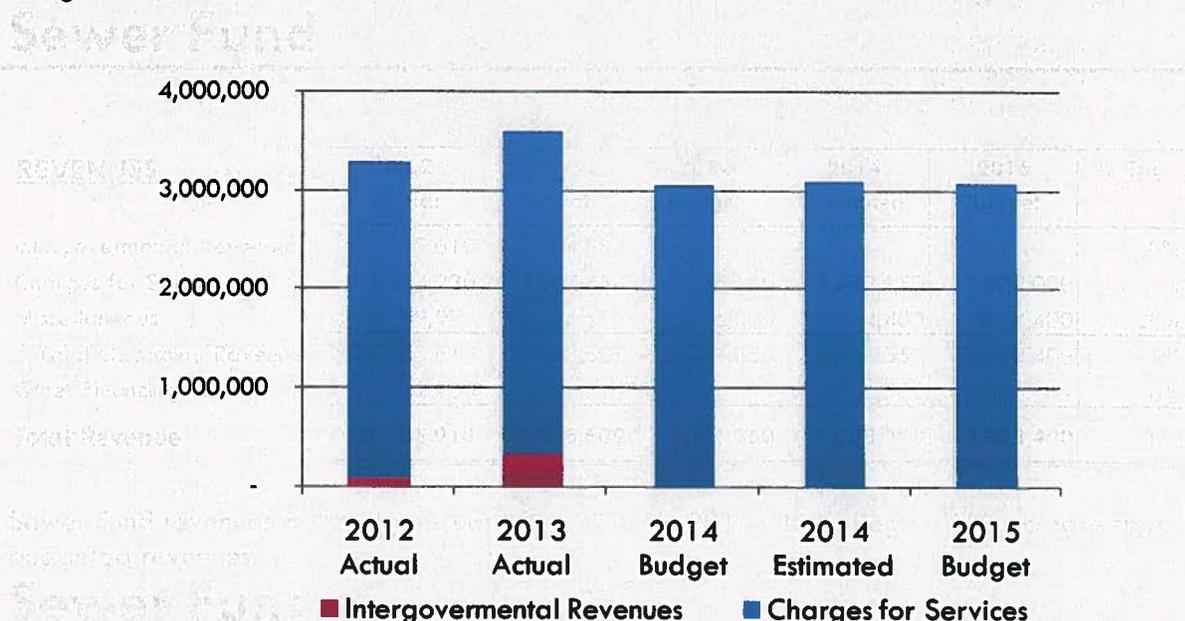


# Sewer Fund

## REVENUES

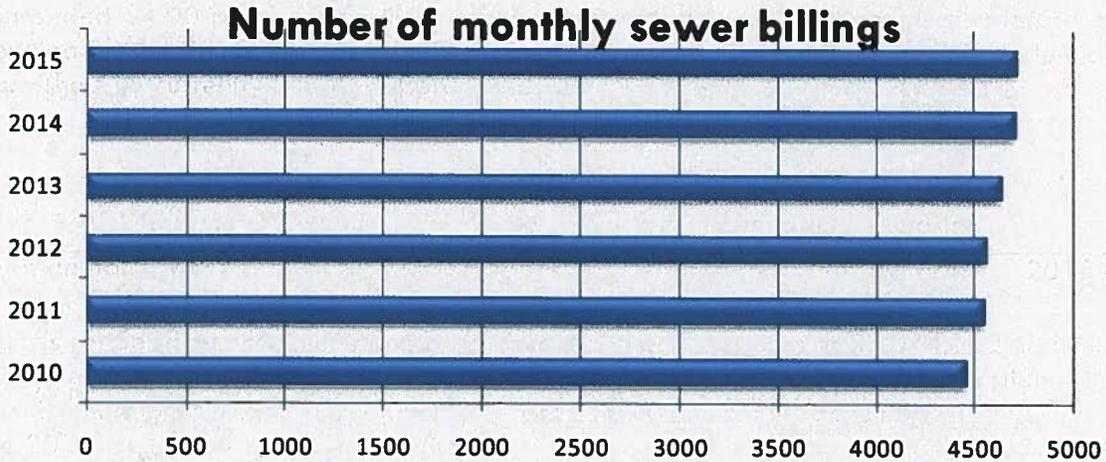
	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Intergovernmental Revenues	109,610	334,583	-	-	-	0%
Charges for Services	3,184,230	3,267,454	3,055,150	3,082,150	3,074,000	1%
Miscellaneous	9,974	6,572	6,200	4,400	4,400	-29%
Total Operating Revenue	3,303,814	3,608,609	3,061,350	3,086,550	3,078,400	1%
Other Financing Sources	2,100	-	-	1,700	-	0%
<b>Total Revenue</b>	<b>3,305,914</b>	<b>3,608,609</b>	<b>3,061,350</b>	<b>3,088,250</b>	<b>3,078,400</b>	<b>1%</b>

Sewer Fund revenues are budgeted at \$3.1 million in 2015. This reflects a 1% increase from 2014 budgeted revenues.



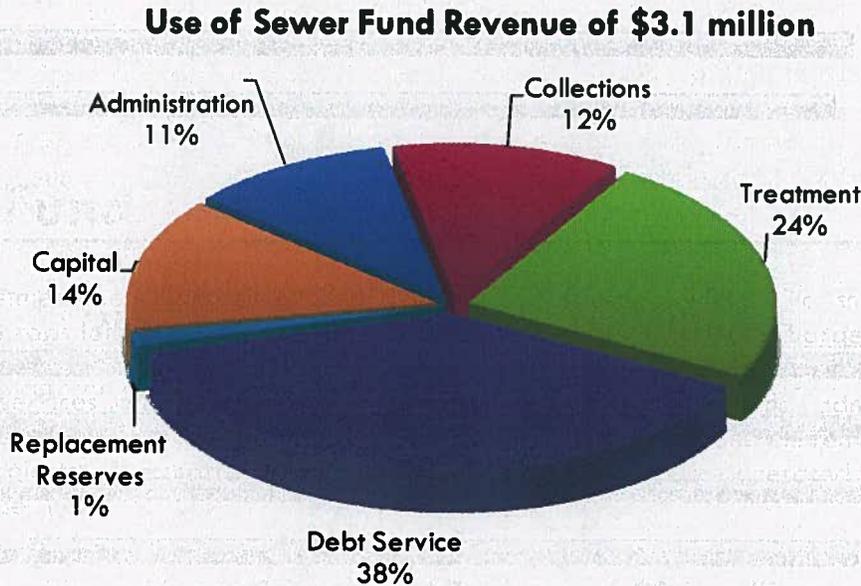
**Charges for Services.** Revenue generated from charges for services of \$3,074,000 account for the majority of revenues in the Sewer Fund. This includes monthly user fees as well as plant investment fees. Revenues from monthly sewer charges and plant investment fees are projected to increase 1% from 2014 budgeted revenues. The last rate increase took effect in October 2011. Residential services are billed at a flat rate of \$41 per month and commercial services are billed based on their monthly water consumption with a minimum bill of \$50 per month which includes the first 5,000 gallons of water consumption, with a \$6.50 charge for each additional 1,000 gallons up to 100,000 gallons, and \$4.00 per 1,000 gallons used in excess of 105,000 gallons. No rate changes are scheduled for the 2015 budget. The 2015 budget includes 40 new single family residential sewer taps. The City currently bills 4,704 properties for sewer service.

# Sewer Fund



The plant investment fee will remain at \$6,600 in 2015 for structures with a 1" or smaller water tap. Fees for water taps larger than 1" are established in the Annual Fees And Charges Resolution.

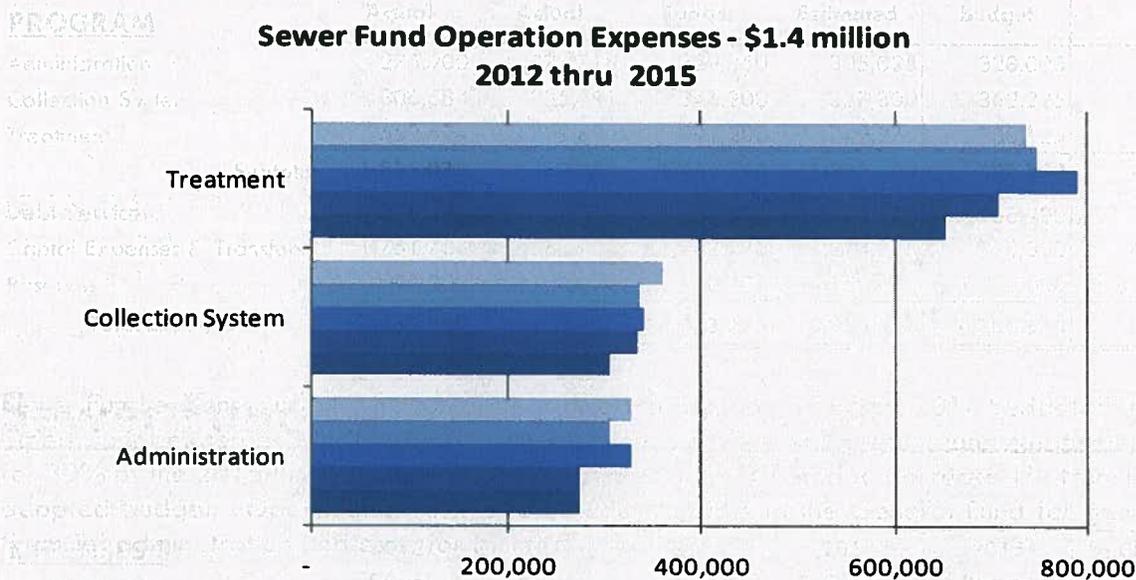
Charges for services are allocated to operational expenses (collections, administration, and treatment systems), debt service payments, capital equipment reserves, and the remaining amount to fund capital projects. The chart below shows the allocation of revenues generated from user fees to various expenses in 2015.



# Sewer Fund

<b>EXPENSES BY PROGRAM</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
Administration	275,900	274,718	329,350	305,025	328,000	0%
Collection System	306,584	335,191	341,200	337,800	362,225	6%
Treatment	652,594	709,629	791,200	749,275	738,125	-7%
<b>Subtotal</b>	<b>1,235,078</b>	<b>1,319,538</b>	<b>1,461,750</b>	<b>1,392,100</b>	<b>1,428,350</b>	<b>-2%</b>
Debt Service	1,078,478	1,102,011	1,138,575	1,138,500	1,166,900	2%
Capital Expenses & Transfers	1,751,704	2,680,783	1,282,275	1,274,725	710,300	-45%
Reserves	90,000	100,376	150,775	150,775	1,395,000	825%
<b>Total Expense</b>	<b>4,155,260</b>	<b>5,202,708</b>	<b>4,033,375</b>	<b>3,956,100</b>	<b>4,700,550</b>	<b>17%</b>

Sewer Fund expenses of \$4.7 million are projected to increase 17% from 2014 budgeted expenses. Operational expenses which include administration, wastewater collection and treatment, account for 30% of the 2015 Budget. Operational expenses are budgeted to decrease 1% from the 2014 adopted budget. Operational costs also include transfers to the General Fund for general and financial administration and costs for billing for services.



Debt payments account for 25% of the 2015 expenses. New debt was incurred in 2010 with a loan from the Colorado Water and Power Development Authority for the new wastewater treatment facility. The 2015 budget includes \$1.16 million in debt service payments.

Capital project and equipment expenses (including transfers to the Capital Projects Fund) of \$710,300 account for 15% of the overall Sewer Fund expenses. A detailed list of projects and equipment is included in the Capital Projects section of the Sewer Fund budget.

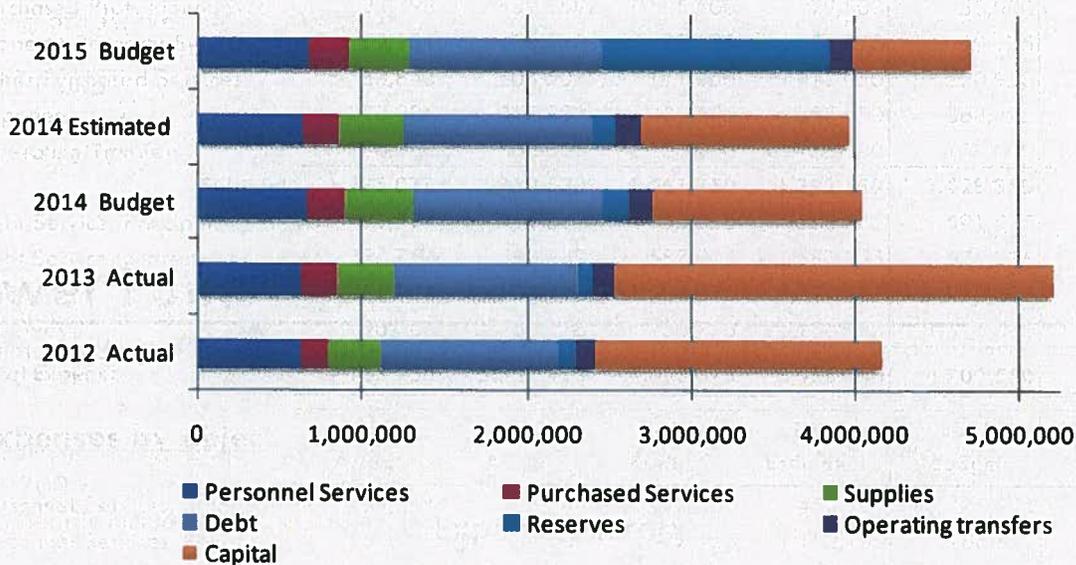
Funding of reserves of \$1,395,000 represent 30% of the 2015 Sewer Fund expenses and include

# Sewer Fund

one time funding of \$1,350,000 for reserves.

<b>Expenses by object</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	459,211	456,144	477,450	450,900	477,925	0%
Personnel Services, Benefits	160,469	159,801	177,125	172,150	188,825	7%
Purchased Professional Svcs	24,498	39,369	35,500	29,500	53,000	49%
Property Property Services	53,151	70,810	80,125	78,850	69,175	-14%
Other Purchased Services	83,843	104,507	111,050	112,050	120,950	9%
Supplies	323,906	358,907	430,500	398,650	368,475	-14%
Operating Transfers	130,000	130,000	150,000	150,000	150,000	0%
<b>Subtotal</b>	<b>1,235,078</b>	<b>1,319,538</b>	<b>1,461,750</b>	<b>1,392,100</b>	<b>1,428,350</b>	<b>-2%</b>
Debt Service, Principal	491,724	511,062	550,650	550,575	591,525	7%
Debt Service, Interest	586,754	590,949	587,925	587,925	575,375	-2%
Capital	1,751,704	2,680,783	1,282,275	1,274,725	710,300	-45%
Reserves	90,000	100,376	150,775	150,775	1,395,000	825%
<b>Total Expense</b>	<b>4,155,260</b>	<b>5,202,708</b>	<b>4,033,375</b>	<b>3,956,100</b>	<b>4,700,550</b>	<b>17%</b>

## Expense History



Personnel services and benefits are budgeted to increase 4% with salary adjustments and increases in health insurance costs. The Public Works Department includes staffing for General Fund operations as well as Fleet Maintenance, Sewer and Irrigation Fund operations. The following table shows the total staffing for all operations of the Department. The 2015 Budget includes the reclassification of a Class D operator to a Class C operator.

# Sewer Fund

<b>PART TIME AND SEASONAL</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Administrative Clerk	0	0	0	0.5
Seasonal Maintenance Worker	4.5	4.5	4.5	4.0
<b>SUBTOTAL</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>
<b>FULL TIME</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Public Works Director	1	1	1	1
Public Works Superintendent	1	1	1	1
Wastewater Treatment Plant Superintendent	1	1	1	1
Class A Operator	1	1	0	0
Class C Operator	1	1	0	1
Class D Operator	1	1	3	2
City Engineer	1	1	1	1
Construction Inspector/Plan Review Engineer	1	1	1	1
Designer/GIS Technician	1	1	1	1
Project Manager	1	1	1	0
Crew Leader	1	1	1	2
Mechanic I	1	1	1	0
Mechanic II	1	1	1	2
Administrative Technician	1	1	1	1
Maintenance Worker 1	5	4	4	3
Maintenance Worker 2	3	4	4	4
Senior Maintenance Worker 1	3	3	3	3
<b>SUBTOTAL</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>24</b>
<b>TOTAL</b>	<b>29.5</b>	<b>29.5</b>	<b>29.5</b>	<b>28.5</b>

Purchased services will increase 6% in 2015 from the 2014 budget. Increases include an additional \$20,000 for engineering/computer programming services to update the WWTF computer program. Supplies are budgeted to decrease 14% in 2015. This savings is primarily related to savings in chemicals and utility costs at the wastewater treatment facility.

# Sewer Fund

## Revenues

### Revenues

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>INTERGOVERNMENTAL REVENUES</b>							
212-000-00-3342	Energy Impact Grant	109,610	334,583	-	-	-	0%
		109,610	334,583	-	-	-	0%
<b>CHARGES FOR SERVICES</b>							
212-000-00-3441	Sewer Charges - Res	2,337,248	2,354,474	2,345,000	2,372,000	2,365,000	1%
212-000-00-3442	Sewer Charges - Comm	411,215	440,312	430,000	430,000	445,000	3%
212-000-00-3447	Kingsview Tap Surcharge	-	-	-	-	-	0%
212-000-00-3449	Plant Investment Fees	435,767	455,400	264,000	264,000	264,000	0%
212-000-00-3484	Developer Contribution	-	17,268	16,150	16,150	-	0%
		3,184,230	3,267,454	3,055,150	3,082,150	3,074,000	1%
<b>MISCELLANEOUS</b>							
212-000-00-3610	Interest on deposits	9,039	5,864	6,000	4,000	4,000	-33%
212-000-00-3611	Interest on assessments	773	493	-	-	-	0%
212-000-00-3612	Interest on notes rec.	157	215	100	300	300	200%
212-000-00-3680	Miscellaneous	5	-	100	100	100	0%
		9,974	6,572	6,200	4,400	4,400	-29%
<b>OTHER FINANCING SOURCES</b>							
212-000-00-9999	Use of Reserves	-	-	-	-	-	0%
212-000-00-3938	Premium on bonds sold	-	-	-	-	-	0%
212-000-00-3950	Sale of Equipment	2,100	-	-	1,700	-	0%
		2,100	-	-	1,700	-	0%
<b>TOTAL REVENUES</b>		<b>3,305,914</b>	<b>3,608,609</b>	<b>3,061,350</b>	<b>3,088,250</b>	<b>3,078,400</b>	<b>1%</b>

# Sewer Fund

## Summary

### Expenses

Account Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>						
4113 Salaries, Public Works	433,632	417,121	450,725	424,100	440,875	-2%
4120 Part Time	9,354	24,473	11,375	11,350	18,550	63%
4130 Overtime	16,225	14,550	15,350	15,450	18,500	21%
	459,211	456,144	477,450	450,900	477,925	0%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>						
4210 Health Insurance	94,776	92,537	104,475	104,500	120,025	15%
4220 FICA Payroll Expense	27,760	27,786	29,625	28,000	29,650	0%
4221 Medicare Payroll Expense	6,493	6,498	6,950	6,575	6,975	0%
4230 Retirement Contribution	19,625	19,059	21,425	20,300	19,875	-7%
4250 Unemployment Insurance	1,365	1,371	1,450	1,375	1,475	2%
4260 Workers Compensation Ins	10,450	12,550	13,200	11,400	10,825	-18%
	160,469	159,801	177,125	172,150	188,825	7%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>						
4310 Professional Development	10,667	13,835	15,000	13,000	13,000	-13%
4335 Engineering	-	10,389	4,000	-	20,000	400%
4342 Lab Work	13,831	15,145	16,500	16,500	20,000	21%
	24,498	39,369	35,500	29,500	53,000	49%
<b><u>PURCHASED PROPERTY SERVICES</u></b>						
4430 Service Contracts	8,751	9,810	12,675	11,400	12,000	-5%
4435 Fleet Maintenance Charges	44,400	61,000	67,450	67,450	57,175	-15%
	53,151	70,810	80,125	78,850	69,175	-14%
<b><u>OTHER PURCHASED SERVICES</u></b>						
4511 Sewer Permit	6,090	6,090	12,850	12,850	14,300	11%
4512 Sewer Sys. Repair & Maintenance	57,217	52,518	51,500	52,500	58,000	13%
4520 Property Insurance	17,972	40,000	40,000	40,000	42,500	6%
4523 Insurance Deductible	72	2,500	1,000	1,000	-	-100%
4530 Telephone	2,492	3,399	5,500	5,500	5,950	8%
4592 Recording Fees	-	-	200	200	200	0%
	83,843	104,507	111,050	112,050	120,950	9%
<b><u>SUPPLIES</u></b>						
4610 Office Supplies	5,714	5,554	5,625	6,000	6,000	7%
4611 Postage	500	450	500	500	600	20%
4612 Supplies and Equipment	32,551	31,953	62,500	61,500	58,000	-7%
4616 Chemicals	39,829	54,101	61,475	61,475	50,000	-19%
4620 Utilities	224,068	242,876	268,225	244,600	230,000	-14%
4626 Fuel	17,287	19,009	25,575	18,575	17,100	-33%
4661 Uniforms	2,931	4,412	4,000	4,000	4,200	5%
4662 Safety Equipment	1,026	552	2,600	2,000	2,575	-1%
	323,906	358,907	430,500	398,650	368,475	-14%
<b><u>DEBT SERVICE PRINCIPAL</u></b>						
4713 Note Payment, Principal	21,724	6,062	5,650	5,575	1,525	-73%
4714 Loan Payment, Principal	470,000	505,000	545,000	545,000	590,000	8%
	491,724	511,062	550,650	550,575	591,525	7%

# Sewer Fund

## Summary

### Expenses

Account Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>DEBT SERVICE INTEREST</b>						
4723 Note Payment, Interest	1,235	451	225	225	25	-89%
4724 Loan Payment, Interest	585,519	590,498	587,700	587,700	575,350	-2%
	586,754	590,949	587,925	587,925	575,375	-2%
<b>CAPITAL</b>						
4740 Capital Projects	1,495,068	2,679,631	324,500	316,950	280,000	-14%
4742 Mobile Equipment	219,999	-	14,000	14,000	420,000	0%
4743 Furniture and Equipment	7,295	1,152	123,175	123,175	8,500	-93%
4744 Computer Equipment	-	-	-	-	1,800	NA/
	1,722,362	2,680,783	461,675	454,125	710,300	54%
<b>RESERVES</b>						
4842 Irrigation Meter Contributions	-	-	-	-	-	0%
4843 Vehicle/Equipment Reserve	90,000	90,000	105,000	105,000	-	-100%
4844 Capital Project Reserves	-	-	-	-	350,000	N/A
4846 Health Insurance Reserve	-	10,376	-	-	-	0%
4847 WWTF Reserve	-	-	45,775	45,775	1,045,000	2183%
	90,000	100,376	150,775	150,775	1,395,000	825%
<b>TRANSFERS</b>						
4930 Transfer to Capital Projects	29,342	-	820,600	820,600	-	-100%
4950 Transfer to General Fund	130,000	130,000	150,000	150,000	150,000	0%
	159,342	130,000	970,600	970,600	150,000	-85%
<b>TOTAL EXPENDITURES</b>	<b>4,155,260</b>	<b>5,202,708</b>	<b>4,033,375</b>	<b>3,956,100</b>	<b>4,700,550</b>	<b>17%</b>

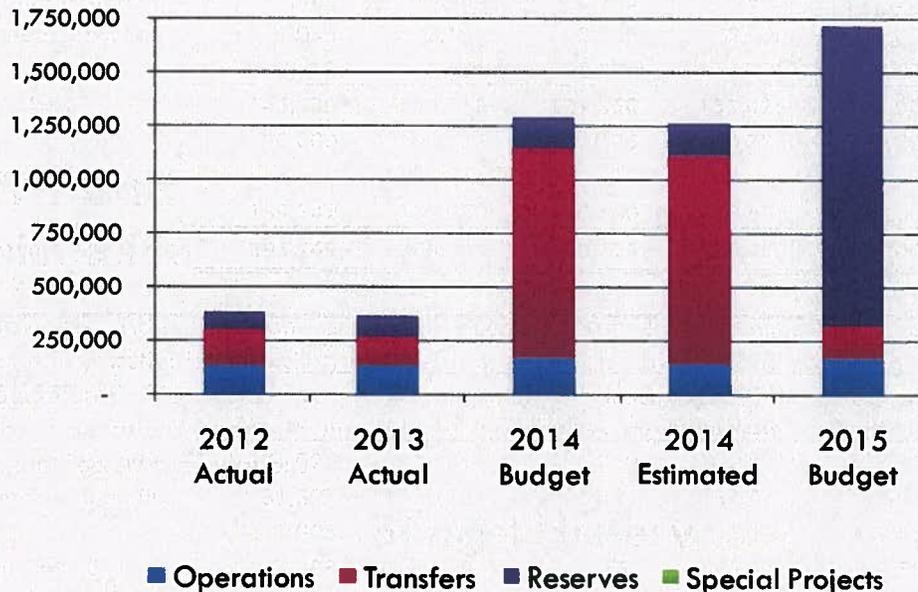
# Sewer Fund Administration

## EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services, Salaries	101,022	98,811	129,250	102,700	127,350	-1%
Personnel Services, Benefits	31,327	30,935	35,425	37,725	38,900	10%
Services	1,905	2,481	2,000	2,000	2,000	0%
Purchased Property Services	7,388	5,384	6,975	6,900	5,550	-20%
Other Purchased Services	1,045	3,155	2,000	2,000	1,000	-50%
Supplies	3,213	3,952	3,700	3,700	3,200	-14%
<b>Subtotal</b>	<b>145,900</b>	<b>144,718</b>	<b>179,350</b>	<b>155,025</b>	<b>178,000</b>	<b>-1%</b>
Reserves	90,000	100,376	150,775	150,775	1,395,000	825%
Special Projects	-	-	-	-	-	0%
Transfers	159,342	130,000	970,600	970,600	150,000	-85%
<b>Total Expense</b>	<b>395,242</b>	<b>375,094</b>	<b>1,300,725</b>	<b>1,276,400</b>	<b>1,723,000</b>	<b>32%</b>

The Wastewater Administration program accounts for the administrative aspects of the wastewater utility activities including supervision, oversight, billing, and planning for wastewater system operations. The Wastewater Administration program is designed to support the Wastewater Operations program through administration management and assured compliance with State and Federal regulations.

## Budget History



# Sewer Fund Administration

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## **2014 Accomplishments**

- Completed the monthly discharge monitoring reports for the treatment facility as required by the State Discharge Permit System.
- Completed bi-weekly influent and discharge testing to monitor operations of the facility.
- Maintained the wastewater treatment facility within the Colorado Discharge Permit System limitations
- Completed ongoing quarterly metals analysis for the treatment facility.
- Completed ongoing quarterly chronic Whole Effluent Tests (WET) for biological processes compliance with the Colorado Discharge Permit System CDPS.

## **2015 Highlights**

- The Wastewater Administration program is designed to support the Wastewater Operations and Collections Programs through administration management and compliance with all State and Federal regulations.
- Reserve funding is budgeted at \$105,000 for vehicles and equipment and the reserve for the Wastewater Treatment facility is budgeted at \$45,775. This WWTF reserve will need to be increased in future years with an amount to be determined upon completion of a replacement schedule.
- The transfer to the General Fund for utility billing and other administrative function is will remain at \$150,000 and represents 5.3% of the revenues from monthly charges. These expenses include personnel for utility billing and collections as well supplies and postage for billing. This transfer also includes financial oversight including the annual audit, investments, payroll and accounts payable.

## **Goals and Objectives**

- Continue with monthly discharge monitoring reports per requirement of the Discharge Monitoring System for Colorado.
- Continue oversight of the preventive maintenance program of jet rodding the entire city collection system on a biannual basis.
- Continue planning for wastewater line replacements and upgrades throughout the year in order to eliminate sanitary sewer overflows (SSOs) during the year.
- Maintain the wastewater treatment facility within the Colorado Discharge Permit System limitations.

# Sewer Fund Administration

## Expenses

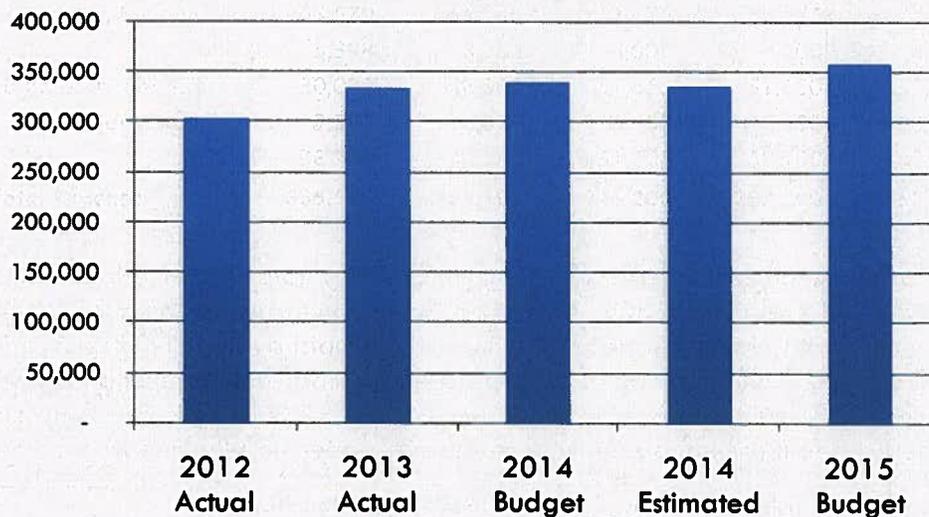
Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
212-433-10-4113	Salaries, Administration	100,846	98,130	128,625	102,000	120,250	-7%
212-433-10-4120	Part time	-	-	25	-	7,100	####
212-433-10-4130	Overtime	176	681	600	700	-	-100%
		101,022	98,811	129,250	102,700	127,350	-1%
<b>PERSONNEL SERVICES, BENEFITS</b>							
212-433-10-4210	Health Insurance	16,881	16,420	17,300	23,000	22,075	28%
212-433-10-4220	FICA Payroll Expense	5,800	6,004	8,025	6,400	7,900	-2%
212-433-10-4221	Medicare Payroll Expense	1,357	1,404	1,875	1,500	1,850	-1%
212-433-10-4230	Retirement Contribution	4,649	4,732	5,825	4,700	5,425	-7%
212-433-10-4250	Unemployment Insurance	290	300	400	325	400	0%
212-433-10-4260	Workers Compensation Ins	2,350	2,075	2,000	1,800	1,250	-38%
		31,327	30,935	35,425	37,725	38,900	10%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
212-433-10-4310	Professional Development	1,905	2,481	2,000	2,000	2,000	0%
		1,905	2,481	2,000	2,000	2,000	0%
<b>PURCHASED PROPERTY SERVICES</b>							
212-433-10-4430	Service Contracts	3,988	2,384	3,075	3,000	4,000	30%
212-433-10-4435	Fleet Maintenance Charges	3,400	3,000	3,900	3,900	1,550	-60%
		7,388	5,384	6,975	6,900	5,550	-20%
<b>OTHER PURCHASED SERVICES</b>							
212-433-10-4523	Insurance Deductible	72	2,500	1,000	1,000	-	-100%
212-433-10-4530	Telephone	973	655	800	800	800	0%
212-433-10-4592	Recording Fees	-	-	200	200	200	0%
		1,045	3,155	2,000	2,000	1,000	-50%
<b>SUPPLIES</b>							
212-433-10-4610	Office Supplies	1,772	1,904	2,000	2,000	2,000	0%
212-433-10-4611	Postage	500	450	500	500	600	20%
212-433-10-4626	Fuel	941	1,598	1,200	1,200	600	-50%
		3,213	3,952	3,700	3,700	3,200	-14%
<b>SPECIAL PROJECTS</b>							
212-433-10-4827	Rate Structure Analysis	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>RESERVES</b>							
212-433-10-4843	Vehicle/Equip Reserve	90,000	90,000	105,000	105,000	-	-100%
212-433-10-4844	Capital Project Reserves	-	-	-	-	350,000	N/A
212-433-10-4846	Health Insurance Reserve	-	10,376	-	-	-	0%
212-433-10-4847	WWTF Reserve	-	-	45,775	45,775	1,045,000	0%
		90,000	100,376	150,775	150,775	1,395,000	825%
<b>TRANSFERS</b>							
212-433-10-4930	Transfer to Capital Projects	29,342	-	820,600	820,600	-	-100%
212-433-10-4950	Transfer to General Fund	130,000	130,000	150,000	150,000	150,000	0%
		159,342	130,000	970,600	970,600	150,000	-85%
<b>TOTAL EXPENDITURES</b>		<b>395,242</b>	<b>375,094</b>	<b>1,300,725</b>	<b>1,276,400</b>	<b>1,723,000</b>	<b>32%</b>

# Sewer Fund Collections

<b>EXPENDITURES</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	147,620	156,570	149,775	149,775	159,075	6%
Personnel Services, Benefits	63,570	66,246	67,675	64,875	77,200	14%
Services	6,898	3,363	4,000	4,000	4,000	0%
Purchased Property Services	30,000	48,000	51,650	51,650	51,875	0%
Other Purchased Services	19,595	16,829	16,400	17,400	20,800	27%
Supplies	38,901	44,183	51,700	50,100	49,275	-5%
<b>Total Expense</b>	<b>306,584</b>	<b>335,191</b>	<b>341,200</b>	<b>337,800</b>	<b>362,225</b>	<b>6%</b>

The operation of the wastewater collection system includes routine maintenance and repairs to approximately 59 miles of wastewater collection lines. Operations include routine flushing and jetting of the collection lines on a biannual basis. Provide repairs to collection lines, record electrical costs for ten lift stations that are part of the program. In addition, the collection system is camera inspected to detect possible trouble areas before they become an emergency. Numerous trouble areas are identified annually and repairs made to manholes and lines that are defective.

## Budget History



# **Sewer Fund Collections**

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## **2014 Accomplishments**

- The operations staff has jet rodded one half of the collection system this year
- Jetted and vacuumed all lift stations each quarter, cleaned key storm drain drop boxes
- The Public Works Department has a total of 13 certified collection system operators
- Jetted and vacuumed out outhouses on Pinion Mesa for the National Forest Service
- Potholed numerous locations to locate utilities for developing capital projects.

## **2015 Highlights**

- The routine cleaning and camera inspection will continue in 2015. Capital projects for line repairs and replacements will be made based on the annual information obtained from this program.

## **Goals and Objectives**

- Provide comprehensive and documented cleaning of the collection system to prevent sanitary sewer overflows (SSO).
- Provide information on deteriorating collection lines through comprehensive camera inspections.
- Inspect new subdivision collection systems prior to accepting the lines by the City.
- Maintain 5 year master plan for collection line repair and replacement.

# Sewer Fund Collections

## Expenses

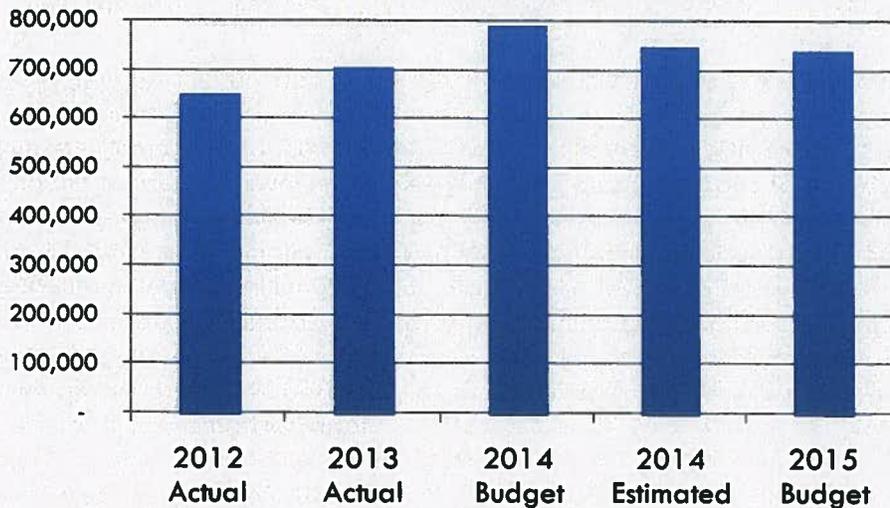
Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
212-433-53-4113	Salaries, Public Works	130,666	138,766	133,125	133,125	141,450	6%
212-433-53-4120	Part Time	7,637	11,540	9,200	9,200	8,175	-11%
212-433-53-4130	Overtime	9,317	6,264	7,450	7,450	9,450	27%
		147,620	156,570	149,775	149,775	159,075	6%
<b>PERSONNEL SERVICES, BENEFITS</b>							
212-433-53-4210	Health Insurance	42,440	43,523	44,175	42,000	53,800	22%
212-433-53-4220	FICA Payroll Expense	8,961	9,508	9,300	9,300	9,875	6%
212-433-53-4221	Medicare Payroll Expense	2,096	2,224	2,175	2,175	2,325	7%
212-433-53-4230	Retirement Contribution	5,880	6,222	6,750	6,750	6,375	-6%
212-433-53-4250	Unemployment Insurance	443	469	450	450	500	11%
212-433-53-4260	Workers Compensation Ins	3,750	4,300	4,825	4,200	4,325	-10%
		63,570	66,246	67,675	64,875	77,200	14%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
212-433-53-4310	Professional Development	6,898	3,363	4,000	4,000	4,000	0%
212-433-53-4342	Lab Work	-	-	-	-	-	0%
		6,898	3,363	4,000	4,000	4,000	0%
<b>PURCHASED PROPERTY SERVICES</b>							
212-433-53-4435	Fleet Maintenance Charges	30,000	48,000	51,650	51,650	51,875	0%
		30,000	48,000	51,650	51,650	51,875	0%
<b>OTHER PURCHASED SERVICES</b>							
212-433-53-4512	Sewer Sys. Rep & Maint	19,069	16,179	15,500	16,500	20,000	29%
212-433-53-4530	Telephone	526	650	900	900	800	-11%
		19,595	16,829	16,400	17,400	20,800	27%
<b>SUPPLIES</b>							
212-433-53-4610	Office Supplies	1,553	1,793	1,200	1,500	1,500	25%
212-433-53-4612	Supplies and Equipment	13,798	16,093	22,000	21,000	20,000	-9%
212-433-53-4620	Utilities	11,970	13,739	13,500	14,600	15,000	11%
212-433-53-4626	Gas and Oil	10,293	10,045	12,000	10,000	10,000	-17%
212-433-53-4661	Uniforms	995	1,983	2,000	2,000	2,000	0%
212-433-53-4662	Safety Equipment	292	530	1,000	1,000	775	-23%
		38,901	44,183	51,700	50,100	49,275	-5%
<b>TOTAL EXPENDITURES</b>		<b>306,584</b>	<b>335,191</b>	<b>341,200</b>	<b>337,800</b>	<b>362,225</b>	<b>6%</b>

# Sewer Fund Treatment

<b>EXPENDITURES</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	210,569	200,762	198,425	198,425	191,500	-3%
Personnel Services, Benefits	65,572	62,619	74,025	69,550	72,725	-2%
Services	15,695	33,525	29,500	23,500	47,000	59%
Purchased Property Services	15,763	17,427	21,500	20,300	11,750	-45%
Other Purchased Services	63,203	84,524	92,650	92,650	99,150	7%
Supplies	281,792	310,772	375,100	344,850	316,000	-16%
<b>Total Expenses</b>	<b>652,594</b>	<b>709,629</b>	<b>791,200</b>	<b>749,275</b>	<b>738,125</b>	<b>-7%</b>

The treatment system for the Wastewater Reclamation Facility includes the advanced treatment of wastewater and bio-solids. This 2.33 million gallon per day treatment system is inclusive of Biological Nutrient Removal and Autothermal Thermophilic Aerobic Digestion capable of treating waste well into the future. This involves routine maintenance and repairs to an advanced treatment system containing numerous pieces of equipment. The staff is also responsible for Quality Assurance/Quality Control Laboratory sampling and analyses which are reported to the State of Colorado Department of Public Health and Environment. Staff is also responsible for Process Control sampling and analyses for operational control. The water discharging from this facility flows to the Colorado River, enhancing the waterway. Administration of this facility includes but is not limited to maintaining the proper staffing, operating the facility in as cost effective manner as possible while maintaining outstanding discharge water.

## Budget History



# **Sewer Fund Treatment**

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## **2014 Accomplishments**

- Maintained compliance with all discharge limits inclusive of outstanding results with Whole Effluent Toxicity testing and ammonia.
- Completed and submitted all monthly discharge permits to the Colorado Department of Public Health and Environment (CDPH&E).
- Completed and submitted sampling analysis plan and began sampling and analysis per Regulation 85
- Submitted applications, successfully obtained State and EPA Class A biosolids permit
- Completed management plan and implemented biosolids reuse program

## **2015 Budget Highlights**

- Continue the effective wastewater treatment while flows continue to increase due to growth.
- Continue compliance with all Federal, State, and Local regulations.
- Enhance operations and laboratory analyses by continuing staff education
- Implement the biosolids reuse program
- Continue sampling and analysis of Colorado River and facility in compliance with state mandated Regulation 85.

## **Goals and Objectives**

- Maintain compliance with all discharge parameters as mandated by the Colorado Department of Public Health and Environment (CDPH&E).
- Optimize bio-solids dewatering to achieve compliance with regulations set forth by the United States Environmental Protection Agency while minimizing chemical usage and optimizing dewatering performance
- Continue staff education to allow operators to maintain and advance their level of certification as well as achieve new certification to provide a greater asset to the City

# Sewer Fund

## Treatment

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
212-433-55-4113	Salaries, Public Works	202,120	180,224	188,975	188,975	179,175	-5%
212-433-55-4120	Part Time	1,717	12,933	2,150	2,150	3,275	0%
212-433-55-4130	Overtime	6,732	7,605	7,300	7,300	9,050	24%
		210,569	200,762	198,425	198,425	191,500	-3%
<b>PERSONNEL SERVICES, BENEFITS</b>							
212-433-55-4210	Health Insurance	35,455	32,594	43,000	39,500	44,150	3%
212-433-55-4220	FICA Payroll Expense	12,999	12,273	12,300	12,300	11,875	-3%
212-433-55-4221	Medicare Payroll Expense	3,040	2,870	2,900	2,900	2,800	-3%
212-433-55-4230	Retirement Contribution	9,096	8,105	8,850	8,850	8,075	-9%
212-433-55-4250	Unemployment Insurance	632	602	600	600	575	-4%
212-433-55-4260	Workers Compensation Ins	4,350	6,175	6,375	5,400	5,250	-18%
		65,572	62,619	74,025	69,550	72,725	-2%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
212-433-55-4310	Professional Development	1,864	7,991	9,000	7,000	7,000	-22%
212-433-55-4335	Engineering	-	10,389	4,000	-	20,000	400%
212-433-55-4342	Lab Work	13,831	15,145	16,500	16,500	20,000	21%
		15,695	33,525	29,500	23,500	47,000	59%
<b>PURCHASED PROPERTY SERVICES</b>							
212-433-55-4430	Service Contracts	4,763	7,427	9,600	8,400	8,000	-17%
212-433-55-4435	Fleet Maintenance Charges	11,000	10,000	11,900	11,900	3,750	-68%
		15,763	17,427	21,500	20,300	11,750	-45%
<b>OTHER PURCHASED SERVICES</b>							
212-433-55-4511	Sewer Permit	6,090	6,090	12,850	12,850	14,300	11%
212-433-55-4512	WWTP Repair & Maintenance	38,148	36,340	36,000	36,000	38,000	6%
212-433-55-4520	Property Insurance	17,972	40,000	40,000	40,000	42,500	6%
212-433-55-4530	Telephone	993	2,094	3,800	3,800	4,350	14%
		63,203	84,524	92,650	92,650	99,150	7%
<b>SUPPLIES</b>							
212-433-55-4610	Office Supplies	2,389	1,858	2,425	2,500	2,500	3%
212-433-55-4612	Supplies and Equipment	18,753	15,860	40,500	40,500	38,000	-6%
212-433-55-4616	Chemicals	39,829	54,101	61,475	61,475	50,000	-19%
212-433-55-4620	Utilities	212,098	229,137	254,725	230,000	215,000	-16%
212-433-55-4626	Gas and Oil	6,053	7,365	12,375	7,375	6,500	-47%
212-433-55-4661	Uniforms	1,936	2,429	2,000	2,000	2,200	10%
212-433-55-4692	Safety Equipment	734	22	1,600	1,000	1,800	13%
		281,792	310,772	375,100	344,850	316,000	-16%
<b>TOTAL EXPENDITURES</b>		<b>652,594</b>	<b>709,629</b>	<b>791,200</b>	<b>749,275</b>	<b>738,125</b>	<b>-7%</b>

# Sewer Fund

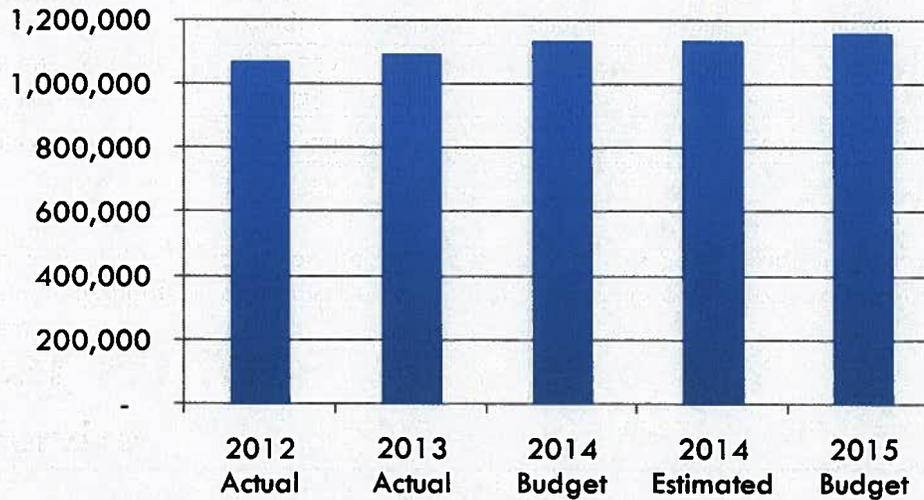
## Debt Service

### EXPENDITURES

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Debt Service Principal	491,724	511,062	550,650	550,575	591,525	7%
Debt Service Interest	586,754	590,949	587,925	587,925	575,375	-2%
<b>Total Expense</b>	<b>1,078,478</b>	<b>1,102,011</b>	<b>1,138,575</b>	<b>1,138,500</b>	<b>1,166,900</b>	<b>2%</b>

This program is used to account for the long term debt of the Sewer Fund including note and loan payments and payments on equipment leases. Both interest and principal payments are included in this program.

### Budget History



# Sewer Fund

## Debt Service

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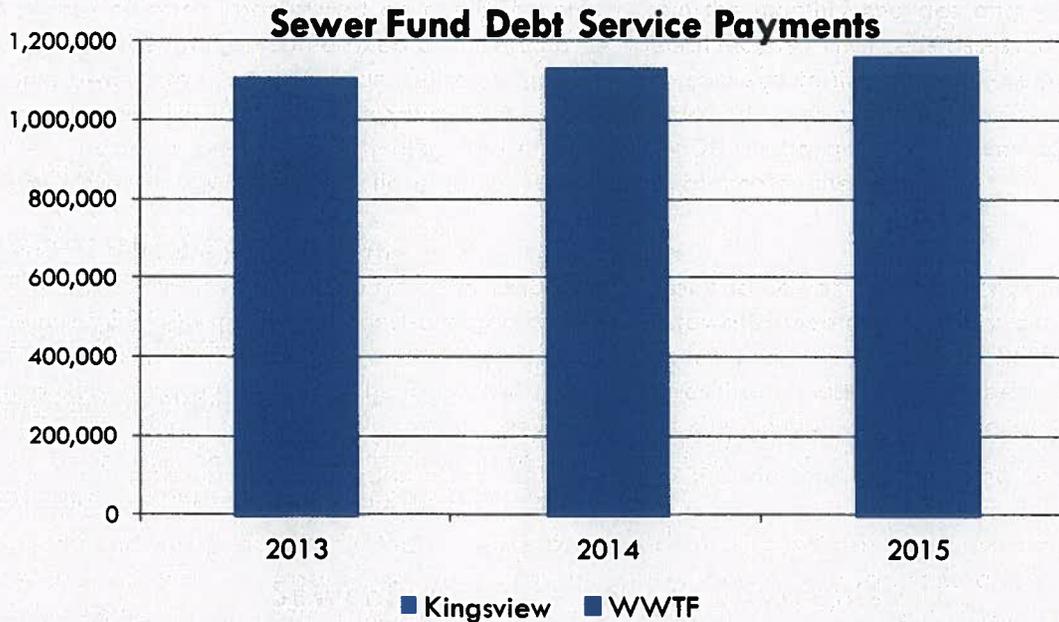
### 2015 Budget Highlights

#### Kingsview Sewer Extension Note

Debt service payments include repayment of the Colorado Water and Power Authority loan for the Kingsview Estates Sewer Line Extension. The loan payments include four quarterly payments on a principal balance of \$155,435. The loan is scheduled for repayment over a 20 year period at 4.5% interest and will be paid off in March of 2015. Additional principal payments are made on the loan in March of each year based on actual revenues from the monthly charges and sewer tap surcharges and the loan is reamortized at that time. A special monthly charge is assessed to Kings View home owners to repay the loan. Other property which connects to the sewer line extension in the future also participates in the repayment of the loan. Currently, the monthly assessment for all Kings View residents is \$8.07 per month. There is also a \$500 surcharge on all sewer taps in the Kingsview Sewer Basin which is applied to the outstanding balance on the note.

#### Wastewater Treatment Facility Loan

The City received financing in 2010 from the Colorado Water and Power Development Authority in the amount of \$21.83 million for construction of a new wastewater treatment facility and related appurtenances including lift stations and collection lines. This is a twenty year loan at 2.5% apr with escalating debt service payments. The loan agreement requires that annual revenues be sufficient to cover operation and maintenance expenses and 110% of the annual debt service payment. In addition, an operation and maintenance reserve fund equal to 3 months of operation and maintenance expenses, excluding depreciation, is required.



# Sewer Fund

## Debt Service Schedules

LOAN PAYMENT SCHEDULES									
	Kingsview Note			WWTF Loan			Totals		
Year	Principle	Interest	Total	Principle	Interest	Total	Principle	Interest	Total
2015	1,525	25	1,550	590,000	575,350	1,165,350	591,525	575,375	1,166,900
2016				630,000	562,850	1,192,850	630,000	562,850	1,192,850
2017				680,000	543,960	1,223,960	680,000	543,960	1,223,960
2018				730,000	524,210	1,254,210	730,000	524,210	1,254,210
2019				780,000	503,540	1,283,540	780,000		780,000
2020				845,000	474,130	1,319,130	845,000	474,130	1,319,130
2021				910,000	442,545	1,352,545	910,000	442,545	1,352,545
2022				975,000	408,900	1,383,900	975,000	408,900	1,383,900
2023				1,045,000	373,210	1,418,210	1,045,000	373,210	1,418,210
2024				1,120,000	335,305	1,455,305	1,120,000	335,305	1,455,305
2025				1,185,000	306,140	1,491,140	1,185,000	306,140	1,491,140
2026				1,255,000	275,525	1,530,525	1,255,000	275,525	1,530,525
2027				1,325,000	241,710	1,566,710	1,325,000	241,710	1,566,710
2028				1,400,000	206,280	1,606,280	1,400,000	206,280	1,606,280
2029				1,480,000	169,030	1,649,030	1,480,000	169,030	1,649,030
2030				1,555,000	129,805	1,684,805	1,555,000	129,805	1,684,805
2031				1,640,000	88,690	1,728,690	1,640,000	88,690	1,728,690
2032				1,725,000	45,440	1,770,440	1,725,000	45,440	1,770,440
	1,525	25	1,550	19,870,000	6,206,620	26,076,620	19,871,525	6,206,645	26,078,170

**Loan Payments**

Kingsview Loan 4.50%  
 WWTF Loan 2.50%

# Sewer Fund

## Debt Service

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b><u>DEBT SERVICE PRINCIPAL</u></b>							
212-433-91-4712	Lease Payment, Principal	-	-	-	-	-	0%
212-433-91-4713	Note Payment, Principal	21,724	6,062	5,650	5,575	1,525	-73%
212-433-91-4714	Loan Payment, Principal	470,000	505,000	545,000	545,000	590,000	8%
		491,724	511,062	550,650	550,575	591,525	7%
<b><u>DEBT SERVICE INTEREST</u></b>							
212-433-91-4722	Lease Payment, Interest	-	-	-	-	-	0%
212-433-91-4723	Note Payment, Interest	1,235	451	225	225	25	-89%
212-433-91-4724	Loan Payment, Interest	585,519	590,498	587,700	587,700	575,350	-2%
212-433-91-4775	Loan Issuance Costs	-	-	-	-	-	0%
		586,754	590,949	587,925	587,925	575,375	-2%
<b>TOTAL EXPENDITURES</b>		<b>1,078,478</b>	<b>1,102,011</b>	<b>1,138,575</b>	<b>1,138,500</b>	<b>1,166,900</b>	<b>2%</b>

# Sewer Fund

## Capital Projects and Equipment

<b>Project #212-433-53</b>	<b>Capital Equipment</b>					
	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
<b>Revenues</b>						
Sewer Operating Revenue	227,294	1,152	137,175	137,175	430,300	214%
<b>Total Revenues</b>	<b>227,294</b>	<b>1,152</b>	<b>137,175</b>	<b>137,175</b>	<b>430,300</b>	<b>214%</b>
<b>Expenses</b>						
Mobile Equipment #4742	219,999	-	14,000	14,000	420,000	2900%
Furniture & Equipment #4743	7,295	-	123,175	123,175	8,500	-93%
Computer Equipment #4744	-	1,152	-	-	1,800	N/A
<b>Total Expenses</b>	<b>227,294</b>	<b>1,152</b>	<b>137,175</b>	<b>137,175</b>	<b>430,300</b>	<b>214%</b>

### 2015 Capital Equipment

- Replacement equipment funded through the capital equipment replacement reserve fund:
  - The replacement of the 2004 Vactor Truck - \$420,000 (212-433-53-4742)
- New capital equipment included in the 2015 budget:
  - Confined space air monitoring system - \$8,500 (212-433-53-4743)
  - Computer equipment - \$1,800 (212-433-55-4744)

# Sewer Fund

## Capital Projects and Equipment

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<b>Project #212-600-76</b>	<b>Wastewater Treatment Facility Improvements</b>					
	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
<b>Revenues</b>						
Sewer Operating Revenue	1,250,486	-	67,000	67,000	60,000	-10%
<b>Total Revenues</b>	<b>1,250,486</b>	<b>-</b>	<b>67,000</b>	<b>67,000</b>	<b>60,000</b>	<b>-10%</b>
<b>Expenses</b>						
4740 Construction	1,250,486	1,250,486	67,000	67,000	60,000	-10%
<b>Total Expenses</b>	<b>1,250,486</b>	<b>1,250,486</b>	<b>67,000</b>	<b>67,000</b>	<b>60,000</b>	<b>-10%</b>

### Project Description

Epoxy coat clarifier troughs.

### Purpose and Need

### History and Current Status

### Schedule

### Operating Budget Impact

# Sewer Fund

## Capital Projects and Equipment

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<b>Project #212-603-76</b>	<b>Sewer Line Upgrades</b>					
	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 Budget</b>	<b>2014 Estimated</b>	<b>2015 Budget</b>	<b>% Chg.</b>
<b>Revenues</b>						
Sewer Operating Revenue	-	27,743	154,000	154,000	220,000	43%
<b>Total Revenues</b>	<b>-</b>	<b>27,743</b>	<b>154,000</b>	<b>154,000</b>	<b>220,000</b>	<b>43%</b>
<b>Expenses</b>						
4740 Construction	-	27,743	154,000	154,000	220,000	43%
<b>Total Expenses</b>	<b>-</b>	<b>27,743</b>	<b>154,000</b>	<b>154,000</b>	<b>220,000</b>	<b>43%</b>

### Project Description

#### Sewer Line Upgrades - \$220,000

This project includes upgrades to existing sewer lines (75, 76, 77, 88, 89) located in Mulberry Street, north of Pabor Avenue and replacement of manholes (231, 234, 235, 213, 882).

### Purpose and Need

### History and Current Status

### Schedule

### Operating Budget Impact

# Sewer Fund

## Capital Projects and Equipment

### Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>CAPITAL PROJECTS</b>							
212-600	Treatment System	1,250,486	-	67,000	67,000	60,000	-10%
212-601	Lift Stations	-	43,071	30,500	30,500	-	-100%
212-602	Lagoons	37,000	928,000	20,000	20,000	-	-100%
212-603	Sewer Line Upgrades	-	27,743	154,000	154,000	220,000	43%
212-605	Sewer Line Extensions	207,582	1,680,817	-	-	-	0%
212-607	Sewer Upsizing/Developer	-	-	53,000	45,450	-	-100%
		1,495,068	2,679,631	324,500	316,950	280,000	-14%
<b>CAPITAL EQUIPMENT</b>							
212-433	Mobile Equipment	219,999	-	14,000	14,000	420,000	2900%
212-433	Furniture and Equipment	7,295	-	123,175	123,175	8,500	-93%
212-433	Computer Equipment	-	1,152	-	-	1,800	N/A
		227,294	1,152	137,175	137,175	430,300	214%
<b>TOTAL EXPENDITURES</b>		<b>1,722,362</b>	<b>2,680,783</b>	<b>461,675</b>	<b>454,125</b>	<b>710,300</b>	<b>54%</b>

# Sewer Fund

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# Trash Fund

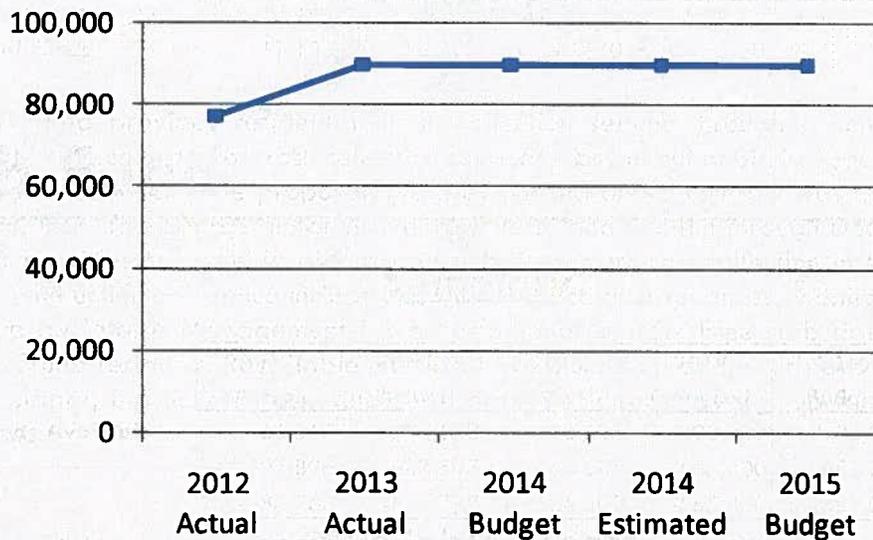
## Summary

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
<b>Beginning Funds Available</b>	66,367	77,500	90,220	90,220	90,220	0%
<b>Revenues</b>	595,896	637,507	666,500	665,300	681,000	2%
<b>Expenses</b>	-584,763	-624,787	-666,500	-665,300	-681,000	2%
<b>Ending Funds Available</b>	<b>77,500</b>	<b>90,220</b>	<b>90,220</b>	<b>90,220</b>	<b>90,220</b>	<b>0%</b>

Source (Use) of Funds	11,133	12,720	0	0	0
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The City of Fruita provides residential trash collection service through a contract with Waste Management. The contract for trash collection services was put out to bid in August 2010 and three proposals were received. The proposals were evaluated and a contract was awarded to Waste Management, Inc. The contract is for a five year term and will run through December 31, 2015. The contract provides for weekly pickup and unlimited garbage collection in the City of Fruita. Exceptions to the unlimited service include heavy items such as appliances and tires. These items will be picked up by Waste Management for an additional charge. Free curb side recycling is also available to Fruita residents. Recyclable materials are picked up at the curb every other week and include newspaper, plastic, aluminum and cardboard. Residents may sign up for this service at the Finance Office.

## Available Assets



# Trash Fund

## Summary

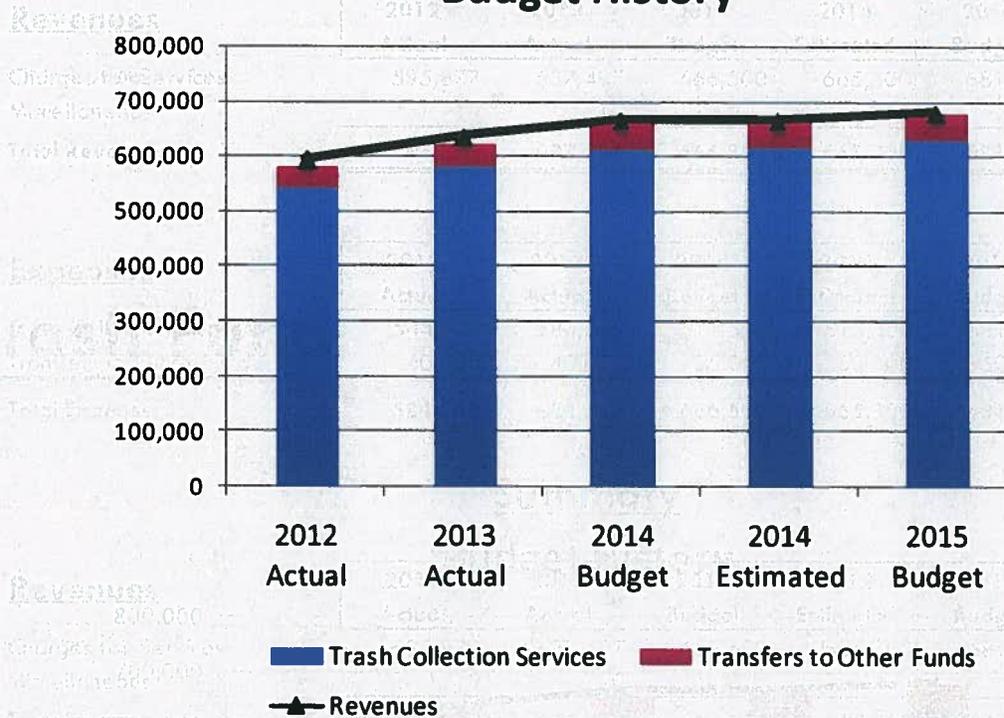
### Revenues

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Charges for Services	595,877	637,497	666,500	665,300	681,000	2%
Miscellaneous	19	10	-	-	-	0%
<b>Total Revenues</b>	<b>595,896</b>	<b>637,507</b>	<b>666,500</b>	<b>665,300</b>	<b>681,000</b>	<b>2%</b>

### Expenses

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Trash Collection Services	544,763	584,787	611,500	615,300	631,000	3%
Transfers to Other Funds	40,000	40,000	55,000	50,000	50,000	-9%
<b>Total Expense</b>	<b>584,763</b>	<b>624,787</b>	<b>666,500</b>	<b>665,300</b>	<b>681,000</b>	<b>2%</b>

## Budget History

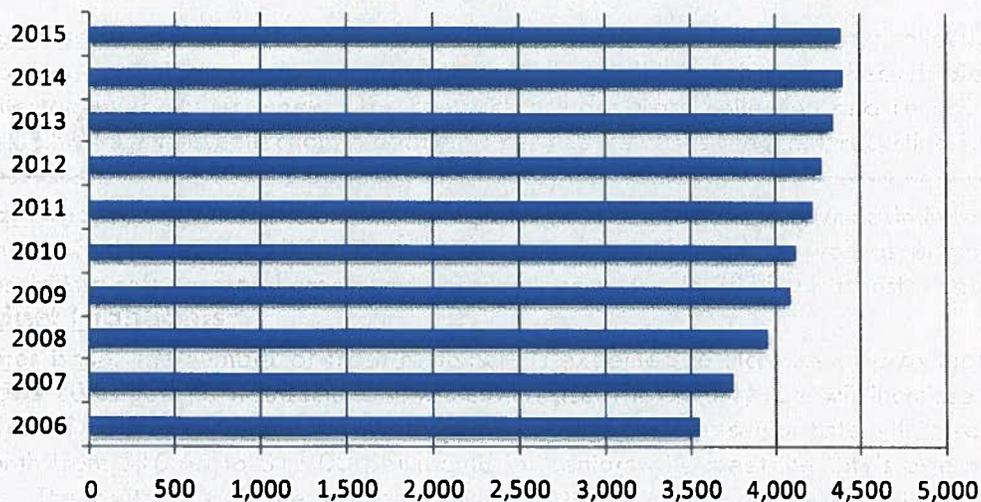


# Trash Fund

## 2015 Budget Highlights

- Rates.** The 2015 Budget includes a 2.4% rate increase. The monthly rate will increase \$0.30 per month from \$12.50 to \$12.80 per month, per residence and the senior rate will increase \$0.35 per month from \$10.65 to \$11.00 per month for seniors who meet the City's age and income criteria. The contract with the service provider, Waste Management, Inc. allows for annual increases based on the consumer price index and a fuel surcharge based on the price of diesel fuel.
- Additional services.** In addition to weekly trash collection services, recycling collection services are provided to residents on a voluntary basis at no additional charge. Recyclable materials are collected every other week. The contract includes trash collection and recycling for city facilities, Christmas tree collection, a quarterly Recycle Rewards Program, recycling for Mike the Headless Chicken Festival and an electronic waste recycle day.
- General Fund transfer.** The General Fund transfer of \$50,000 is to cover administrative costs including staff time involved in billing for services and collections as well as postage, billing supplies, billing software and credit card processing fees. In 2015 this transfer reflects 7.3% of revenue.
- Customer base.** The number of trash customers is expected to increase approximately 1% in 2014 and is budgeted to remain flat in 2015.

### Trash Customers



# Trash Fund

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## Goals and Objectives

- Continue to provide reliable and courteous trash removal services to citizens of Fruita at a competitive rate.
- Encourage the use of recycling services to help reduce the materials in the landfills and conserve natural resources.
- Educate customers on proper disposal of wastes, including hazardous wastes.
- Request and evaluate proposals for trash collection services for the next five year term (2016 thru 2020)

# Trash Fund

## Revenues

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>CHARGES FOR SERVICES</b>							
215-000-00-3443	Trash Collection Charges	595,877	637,497	666,500	665,300	681,000	2%
215-000-00-3489	Penalty and Interest Charges	-	-	-	-	-	0%
		595,877	637,497	666,500	665,300	681,000	2%
<b>MISCELLANEOUS</b>							
215-000-00-3610	Interest on deposits	19	10	-	-	-	0%
		19	10	-	-	-	0%
<b>TOTAL TRASH REVENUES</b>		<b>595,896</b>	<b>637,507</b>	<b>666,500</b>	<b>665,300</b>	<b>681,000</b>	<b>2%</b>

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
215-432-53-4111	Salaries, Administrative	-	-	-	-	-	0%
215-432-53-4130	Overtime	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>OTHER PURCHASED SERVICES</b>							
215-432-53-4510	Trash Collection Services	544,763	584,787	611,500	615,300	631,000	3%
		544,763	584,787	611,500	615,300	631,000	3%
<b>SUPPLIES</b>							
215-432-53-4610	Office Supplies	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TRANSFERS TO OTHER FUNDS</b>							
215-432-53-4950	Transfer to General Fund	40,000	40,000	55,000	50,000	50,000	-9%
		40,000	40,000	55,000	50,000	50,000	-9%
<b>TOTAL TRASH EXPENDITURES</b>		<b>584,763</b>	<b>624,787</b>	<b>666,500</b>	<b>665,300</b>	<b>681,000</b>	<b>2%</b>

# Trash Fund

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# Fleet Maintenance Fund

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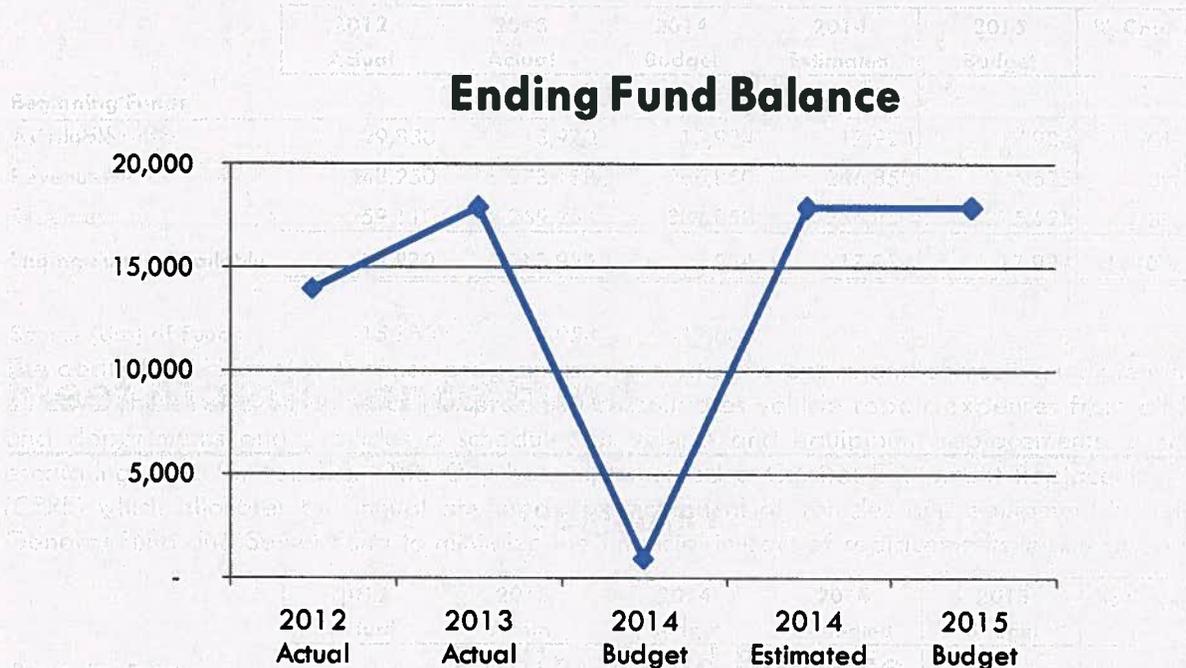
# Fleet Maintenance Fund

## SUMMARY

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
<b>Beginning Funds Available</b>	29,830	13,970	17,924	17,924	17,924	0%
<b>Revenues</b>	243,250	273,188	266,850	266,850	275,525	3%
<b>Expenses</b>	-259,110	-269,234	-283,850	-266,850	-275,525	-3%
<b>Ending Funds Available</b>	<b>13,970</b>	<b>17,924</b>	<b>924</b>	<b>17,924</b>	<b>17,924</b>	<b>1840%</b>

Source (Use) of Funds            -15,860            3,954            -17,000            0            0

The goal of the Fleet Maintenance program is to provide preventive and corrective maintenance to all city vehicles and equipment. The program consolidates vehicle repair expenses from all funds and departments and provides a schedule for vehicle and equipment replacements to contain escalating costs for repairs. The City has implemented a Capital Equipment Replacement Fund (CERF) which allocates an annual amount for replacement of vehicles and equipment in both the General Fund and Sewer Fund to minimize the financial impact of replacements in any given year.



# Fleet Maintenance Fund

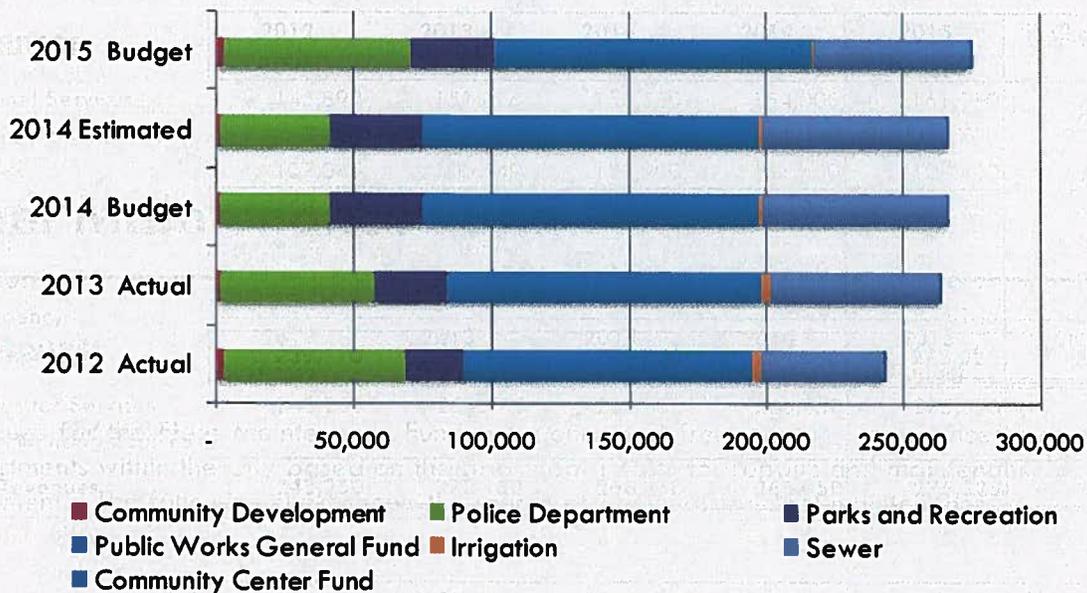
## Revenues

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Charges for Services	243,250	263,775	266,850	266,850	275,525	3%
Other Financing Sources	0	9,413	-	-	-	0%
<b>Total Revenues</b>	<b>243,250</b>	<b>273,188</b>	<b>266,850</b>	<b>266,850</b>	<b>275,525</b>	<b>3%</b>

## Expenses

	2012 Actual	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	% Chg.
Personnel Services	145,899	151,876	158,550	154,000	161,250	2%
Purchased Services	3,416	1,453	1,400	1,400	2,700	93%
Supplies	107,045	100,549	123,900	111,450	107,400	-13%
Subtotal	256,360	253,878	283,850	266,850	271,350	-4%
Capital	2,750	12,481	-	-	-	0%
Reserves	-	2,875	-	-	-	0%
Contingency	-	-	-	-	4,175	0%
<b>Total Expense</b>	<b>259,110</b>	<b>269,234</b>	<b>283,850</b>	<b>266,850</b>	<b>275,525</b>	<b>-3%</b>

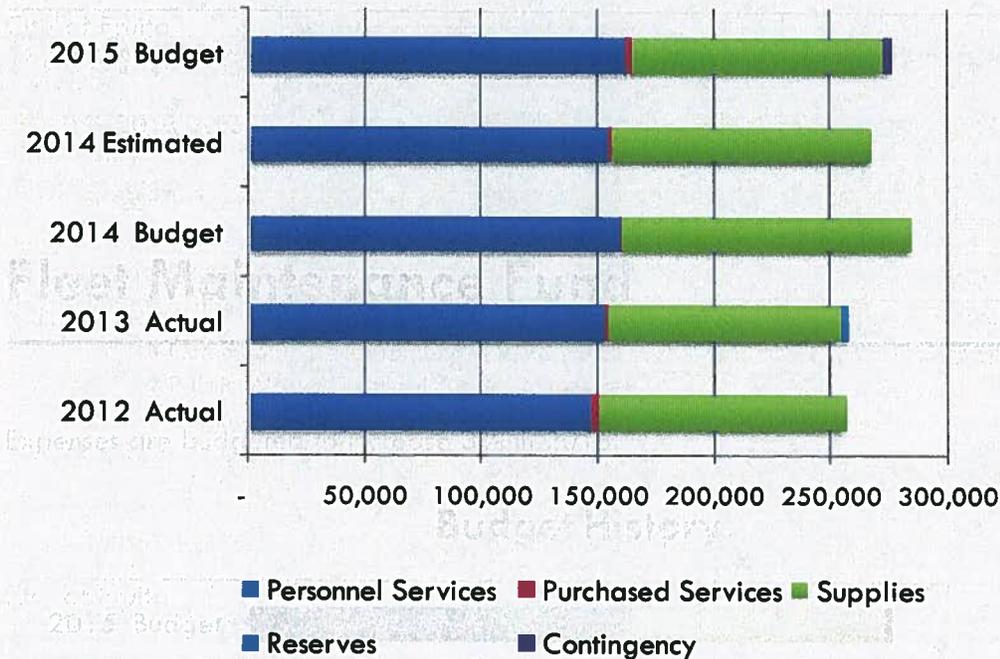
Revenues for the Fleet Maintenance Fund are generated from charges for services from various departments within the City based on the prior year's costs for repairs and maintenance of mobile equipment. The following chart shows the source of revenues for fleet maintenance.



# Fleet Maintenance Fund

Expenses are budgeted to increase 3% in 2015.

## Budget History



## 2014 Accomplishments

- Purchased two used dump trucks
- Replaced snow and ice removal equipment: mag chloride sprayers and sand spreader
- Replaced and upgraded tandem axle trailer

## 2015 Budget Highlights

A vehicle reserve account has been established in the General Fund and the Sewer Fund. The amount placed in the reserve account on an annual basis is the difference between the purchase cost of the equipment in the current year and the amount needed to replace all vehicles and equipment over the life expectancy of the equipment. The purpose of this account is to level out vehicle and equipment replacement costs from year to year. The following is a list of equipment scheduled to be replaced in 2015.

# Fleet Maintenance Fund

Unit #	Year	Make	Description	Age	Budgeted Amount	Fund & Dept	Acct
7041	2004	Vactor	Vactor Truck	11	420,000	SEWER COLLECTIONS	212-433-53-4742
4014*	2001	International	Dump Truck	14	195,000	GEN-PW	110-431-51-4742
4026*	2003	Honda	Portable Generator	12	3,000	GEN-PW	110-431-51-4742
4046*	2004	Trailmax	Trailer, 2 axle	11	29,600	GEN-PW	110-431-51-4742
8001	1998	KT	Radar Trailer	17	15,100	GEN-PD	110-421-60-4742
8104	2004	Ford	Patrol Car	11	50,800	GEN-PD	110-421-60-4742
8303	2003	Ford	Patrol Car - Chief	12	35,550	GEN-PD	110-421-60-4742
8403	2003	Ford	Patrol Car - Investigations	12	40,550	GEN-PD	110-421-60-4742
9052*	2003	GMC	Truck	12	0		
<b>Total 2015 Mobile Equipment Replacements</b>					<b>\$789,600</b>		

\*4014 - Upgrade to a 15 yard dump truck

\*4026 - Upgrade to 3000 kv generator

\*4046 - Upgrade to 3 axle 60,000 pound trailer

\*9052 - Engineering position eliminated in 2014 - truck removed from CERF

## Goals and Objectives

- During the 2015 year, the Fleet Maintenance Program expects to complete routine service on all City vehicles and complete proper repairs on all vehicle deficiencies, thereby obtaining a more reliable fleet of vehicles.
- The Fleet Maintenance Fund is an internal service fund with revenues generated from charges for services from various departments within the City based on cost estimates for repair and maintenance of mobile equipment. The program is designed to maintain City vehicles on a preventative maintenance program rather than a corrective maintenance program.

## Personnel

The Public Works Department includes staffing for General Fund operations as well as Fleet Maintenance, Sewer and Irrigation Fund operations. The following table shows the total staff for all operations of the Department.

# Fleet Maintenance Fund

<b>PART TIME AND SEASONAL</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Administrative Clerk	0	0	0	0.5
Seasonal Maintenance Worker	4.5	4.5	4.5	4.0
<b>SUBTOTAL</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>
<b>FULL TIME</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Public Works Director	1	1	1	1
Public Works Superintendent	1	1	1	1
Wastewater Treatment Plant Superintendent	1	1	1	1
Class A Operator	1	1	0	0
Class C Operator	1	1	0	1
Class D Operator	1	1	3	2
City Engineer	1	1	1	1
Construction Inspector/Plan Review Engineer	1	1	1	1
Designer/GIS Technician	1	1	1	1
Project Manager	1	1	1	0
Crew Leader	1	1	1	2
Mechanic I	1	1	1	0
Mechanic II	1	1	1	2
Administrative Technician	1	1	1	1
Maintenance Worker 1	5	4	4	3
Maintenance Worker 2	3	4	4	4
Senior Maintenance Worker 1	3	3	3	3
<b>SUBTOTAL</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>24</b>
<b>TOTAL</b>	<b>29.5</b>	<b>29.5</b>	<b>29.5</b>	<b>28.5</b>

# Fleet Maintenance Fund

## Revenues

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>CHARGES FOR SERVICES</b>							
220-000-00-3481	Vehicle Repair Charges	243,250	263,775	266,850	266,850	275,525	3%
		243,250	263,775	266,850	266,850	275,525	3%
<b>OTHER FINANCING SOURCES</b>							
220-000-00-3960	Insurance Payments	-	9,413	-	-	-	0%
		-	9,413	-	-	-	0%
<b>TOTAL FLEET MAINTENANCE REVENUES</b>		<b>243,250</b>	<b>273,188</b>	<b>266,850</b>	<b>266,850</b>	<b>275,525</b>	<b>3%</b>

# Fleet Maintenance Fund

## Expenses

Account	Description	2012 Actual	2013 Actual	2014 Adopted	2014 Estimated	2015 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
220-431-90-4113	Salaries, Public Works	104,452	103,095	101,550	101,550	108,450	7%
220-431-90-4120	Salaries, Part time	1,346	7,179	5,150	5,150	3,275	-36%
220-431-90-4130	Overtime	276	2,195	5,750	5,750	2,500	-57%
		106,074	112,469	112,450	112,450	114,225	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
220-431-90-4210	Health Insurance	23,568	23,075	29,075	24,000	30,350	4%
220-431-90-4220	FICA Payroll Expense	6,295	6,766	6,975	7,550	7,100	2%
220-431-90-4221	Medicare Payroll Expense	1,472	1,582	1,650	1,775	1,675	2%
220-431-90-4230	Retirement Contribution	4,674	4,645	4,950	4,950	4,900	-1%
220-431-90-4250	Unemployment Insurance	316	339	350	375	350	0%
220-431-90-4260	Workers Compensation Ins	3,500	3,000	3,100	2,900	2,650	-15%
		39,825	39,407	46,100	41,550	47,025	2%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
220-431-90-4310	Professional Development	231	381	400	400	500	25%
		231	381	400	400	500	25%
<b>PURCHASED PROPERTY SERVICES</b>							
220-431-90-4430	Service Contracts	3,000	176	950	950	1,000	5%
220-431-90-4435	Vehicle Repair and Maint	96	896	50	50	1,000	1900%
220-431-90-4442	Equipment Rental	89	-	-	-	200	N/A
		3,185	1,072	1,000	1,000	2,200	120%
<b>SUPPLIES</b>							
220-431-90-4610	Office Supplies	203	375	500	500	500	0%
220-431-90-4612	Supplies and Equipment	106,210	99,278	120,400	109,750	105,000	-13%
220-431-90-4626	Gas and Oil	411	626	2,200	1,200	1,100	-50%
220-431-90-4661	Uniforms	221	270	700	-	700	0%
220-431-90-4662	Safety Equipment	-	-	100	-	100	0%
		107,045	100,549	123,900	111,450	107,400	-13%
<b>CAPITAL</b>							
220-431-90-4742	Mobile Equipment	-	-	-	-	-	0%
220-431-90-4743	Furniture and Equipment	2,750	12,481	-	-	-	0%
		2,750	12,481	-	-	-	0%
<b>RESERVES</b>							
220-431-90-4846	Health Insurance Reserve	-	2,875	-	-	-	0%
		-	2,875	-	-	-	0%
<b>CONTINGENCY</b>							
220-431-90-4850	Contingency	-	-	-	-	4,175	0%
		-	-	-	-	4,175	0%
<b>TOTAL FLEET MAINTENANCE EXPENDITURES</b>		<b>259,110</b>	<b>269,234</b>	<b>283,850</b>	<b>266,850</b>	<b>275,525</b>	<b>-3%</b>

# Fleet Maintenance Fund

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# Capital Improvement Plan 2015 - 2019

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# Capital Improvement Plan 2015 - 2019

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YEAR	PROJ TYPE	PROJ #	PROJECT	LOCATION	DESCRIPTION	PROJECT COST	GENERAL FUND	DEV IMP FEES	CTF	GRANTS	SEWER FUND	FCC FUND	LOANS & DEBT	OTHER	NOTES
2015	Other	130-708	Downtown Improvements	City of FrUITa	Downtown Improvements	650,000	225,000			425,000					Includes 50% of ADA, \$225K EG, & \$200 MC FMD
2015	POST	121-880	Conservation Easements	Buffer area	Purchase of Development Rights	16,000			16,000						
2015	POST	130-795	Park Improvements	Reed Park	ADA Park Improvements Program	450,000	30,000		105,000	315,000					GOCO Grant
2015	POST	130-803	Park Improvements	Triangle Park	Installation of Monument Sign	8,000			5,000					3,000	\$5K contribution from Rotary
2015	POST	130-790	Trail Improvements	Katapellil Trail Connection	Design of Riverfront trail from Fruita to Katapellil Trails	40,000			40,000						
2015	Sewer	212-600	Sewer	WVRF	Install Epoxy Coating on Clarifiers	60,000					60,000				
2015	Sewer	212-603	Sewer Replacement	Mulberry St. - North of Pabor Ave.	Replace Sewer Lines 75, 76, 77, 88, 89 (Includes replacing Manholes 231, 234, 235, 213, 882)	220,000					220,000				
2015	Streets	130-735	Road Overlay Program	City of Fruita	Road Overlay program	500,000	400,000							100,000	Joint Municipal Funds from County
2015	Streets	130-733	Sidewalk Replacement Projects	City of Fruita	Repair and replacement of curbs, gutters and sidewalks	30,000	30,000								
2015	Streets	130-740	Street Improvements	W. Otley Ave.	Storm drain and road improvements	800,000	350,000	50,000		400,000					Energy Impact Grant (August 2014 Application)
2015	Streets	130-745	Street Improvements	J.2 Road	Road Improvements along north side of J.2 Road between J.3 and Cottonwood Sub.	200,000		200,000							Partner with Mesa County
<b>TOTALS</b>						<b>2,974,000</b>	<b>1,035,000</b>	<b>250,000</b>	<b>166,000</b>	<b>1,140,000</b>	<b>280,000</b>	<b>0</b>	<b>0</b>	<b>103,000</b>	

CITY OF FRUITA

5-YEAR CAPITAL IMPROVEMENT PLAN

2016

YEAR	PROJ TYPE	PROJ #	PROJECT	LOCATION	DESCRIPTION	PROJECT COST	GENERAL FUND	DEV IMP FEES	CTF	GRANTS	SEWER FUND	FCC FUND	LOANS & DEBT	OTHER	NOTES
2016	Building	130-781	Building Improvements	City Shops	Interior Finishes	100,000	100,000								
2016	Drainage	130-750	Bridge Improvements	Fremont Street	Replace or Line 18-foot Diameter Culvert for Little Salt Wash Crossing	300,000	150,000		150,000						
2016	Drainage		Drainage Improvements	Little Salt Wash	Little Salt Wash Floodplain LOMR	10,000	10,000								
2016	POST	121-880	Conservation Easements	Buffer area	Purchase of Development Rights	16,000			16,000						
2016	POST		Park Improvements	Little Salt Wash Park	Land Acquisition for Park Expansion	250,000	80,000			170,000					GOCO Grant
2016	POST	130-802	Park Improvements	City Center Park	City Center Memorial Park Renovation	75,000	30,000		45,000						
2016	POST		Park Improvements	Snooks Bottom	ADA Park Improvements Program	30,000			30,000						Fishing & Fun Grants \$1M GOCO Grant \$150k Riverfront Found., \$1M DOLA BG
2016	POST		Trail Improvements	Kokopelli Trail Connection	Continuation of Kokopelli Trail Connection	2,800,000			50,000	2,150,000					
2016	Sewer	212-433	Lift Stations	Repton Road & Kings View	Purchase & Install emergency generator	100,000					100,000				
2016	Sewer		Lift Stations	Repton Road & Adabe Falls	Purchase & Install remote monitoring equipment	30,000					30,000				
2016	Sewer	212-607	Sewer Line Upstitch Reimbursement	City of Fruita North Cedar St. - Alley to East and West between Laura and Aspen	Upstitch Lines for Growth/Development Paid	20,000					20,000				
2016	Sewer	212-602	Sewer Replacement	Repton Drive	Replace Sewer Lines 770 & 766 (Includes replacing 3 manholes)	122,000					122,000				
2016	Sewer	212-602	Sewer Replacement	Repton Drive	Replace Line 588 Just East of Coulson Street	40,000					40,000				
2016	Streets	130-735	Road Overlay Program	City of Fruita	Road Overlay program	500,000	400,000								Joint Municipal Funds from County 100,000
2016	Streets	130-733	Sidewalk Replacement Projects	City of Fruita	Repair and replacement of curbs, gutters and sidewalks	30,000	30,000								
2016	Streets	130-748	Traffic Safety Improvements	1-70	Install decorative fencing on Hwy 340 over 1-70 & Hwy 6 bridges.	280,000	30,000		250,000						PAID Grant (Fall 2015)
<b>TOTALS</b>						<b>4,103,000</b>	<b>830,000</b>	<b>0</b>	<b>141,000</b>	<b>2,720,000</b>	<b>312,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	

YEAR	PROJ TYPE	PROJ #	PROJECT	LOCATION	DESCRIPTION	PROJECT COST	GENERAL FUND	DEV IMP FEES	CTF	GRANTS	SEWER FUND	FCC FUND	LOANS & DEBT	OTHER	NOTES
2017	Buildings		Building Improvements	Civic Center	Window Replacement	100,000	100,000								Cost Estimate Not Completed
2017	POST	121-880	Conservation Easements	Buffer area	Purchase of Development Rights	16,000			16,000						
2017	POST		Park Improvements	Little Salt Wash Park	Park Expansion	460,000	80,000		80,000	300,000					
2017	Sewer		Lift Stations	15.5 Rd, Kings View, Hwy 340 & LSW Park	Purchase & install remote monitoring equipment	60,000					60,000				
2017	Sewer	212-607	Sewer Line Upgrading Reimbursement	City of Fruita	Upgrading Lines for Growth/Developer Paid	20,000					20,000				
2017	Sewer	212-603	Sewer Replacement	S. Sycamore St (East Harrison to Alley)	Replace sewer line 832	75,000					75,000				
2017	Sewer	212-603	Sewer Replacement	S Maple to E. Harrison	Replace Sewer Line 780	75,000					75,000				
2017	Sewer	212-603	Sewer Replacement	S. Maple to S. Apple in alley between E. Harrison and E. Cleveland	Replace Sewer Line 781	60,000					60,000				
2017	Streets	130-735	Road Overlay Program	City of Fruita	Road Overlay program	500,000	400,000								Joint Municipal Funds from Joint Municipal Funds from County
2017	Streets	130-733	Sidewalk Replacement Projects	City of Fruita	Repair and replacement of curbs, gutters and sidewalks	30,000	30,000								
<b>TOTALS</b>						<b>1,396,000</b>	<b>610,000</b>	<b>0</b>	<b>96,000</b>	<b>300,000</b>	<b>290,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	

YEAR	PROJ TYPE	PROJ #	PROJECT	LOCATION	DESCRIPTION	PROJECT COST	GENERAL FUND	DEV IMP FEES	CTF	GRANTS	SEWER FUND	FCC FUND	LOANS & DEBT	OTHER	NOTES
2018	Drainage	130-XXX	Storm Drain Improvements	Cedar Way	Installation of storm drain on Cedar Way to Pine Street	250,000	250,000								
2018	FCC		Building Improvements	FCC	Design of Storage/Concession Building	25,000					25,000				
2018	POST	121-880	Conservation Easements	Buffer area	Purchase of Development Rights	16,000			16,000						
2018	POST		Park Improvements	Heritage Park	Hard Surface Trail & Enlarge Basketball Court	45,000			45,000						
2018	POST		Park Improvements	Little Salt Wash Park	ADA Park Improvements Program	20,000			20,000						
2018	POST		Park Improvements	Heritage Park	ADA Park Improvements Program	10,000			10,000						
2018	Sewer		Manhole installations	City of Fruita	Install MH's on Lines, 808, 815, 738, 1427, 833	30,000					30,000				
2018	Sewer	212-607	Sewer Line Upstitch Reimbursement	City of Fruita	Upstitching Lines for Growth/Developer Paid	20,000					20,000				
2018	Sewer	212-603	Sewer Replacement	S. Maple St. (E. of Carolina Ave.)	Replace Sewer Line 815 and install new Manhole in place of existing cleanout	90,000					90,000				
2018	Sewer	212-602	Sewer Replacement	North Cherry Street	Replace Line in 100 block of N. Cherry St	81,000					81,000				
2018	Sewer	212-603	Sewer Replacement	S. Maple St. (E. Carolina south to Alley)	Replace Sewer Line 814	60,000					60,000				
2018	Sewer	212-602	Sewer Replacement	Circle Park SW Quadrant	Replace Line 669 and Manholes 1557 & 669	55,000					55,000				
2018	Streets	130-735	Road Overlay Program	City of Fruita	Road Overlay program	500,000	400,000								Join Municipal Funds from John Municipal County
2018	Streets	130-733	Sidewalk Replacement Projects	City of Fruita	Repair and replacement of curb, gutter and sidewalks	30,000	30,000								
<b>TOTALS</b>						1,232,000	680,000	0	91,000	0	336,000	25,000	0	100,000	

YEAR	PROJ TYPE	PROJ #	PROJECT	LOCATION	DESCRIPTION	PROJECT COST	GENERAL FUND	DEV IMP FEES	CTF	GRANTS	SEWER FUND	FCC FUND	LOANS & DEBT	OTHER	NOTES
2019	POST	121-880	Conservation Easements	Buffer area	Purchase of Development Rights	16,000			16,000						
2019	POST	121-820	Park Improvements	Orr Park	Playground & Shelter	470,000	40,000		80,000	350,000					
2019	POST		Park Improvements	Triangle Park	Drinking Fountains, Planting & Landscaping	40,000	40,000								
2019	Sewer	212-603	Sewer Replacement	Coulson St. (Greenway to Coulson under railroad)	Replace or line sewer segment 717	90,000					90,000				
2019	Sewer	212-603	Sewer Replacement	Hwy & West of Pine St	Replace Sewer Line 881	50,000					50,000				
2019	Streets		Bridge Improvements	Pine Street @ USV	Replace / Widen Pine Street Bridge	800,000	400,000			400,000					
2019	Streets	130-715	Road Overlay Program	City of Fruita	Road Overlay program	500,000	400,000							100,000	Joint Municipal Funds from County
<b>TOTALS</b>						<b>1,966,000</b>	<b>880,000</b>	<b>0</b>	<b>96,000</b>	<b>750,000</b>	<b>140,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	