



**FRUITA**  
COLORADO

City of Fruita  
325 E. Aspen,  
Fruita, CO 81521  
(970) 858-3663  
[www.fruita.org](http://www.fruita.org)

# 2017 Draft Budget

Updated November 15, 2017

# Introduction

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Elected and Appointed Officials

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# Introduction

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## **ELECTED OFFICIALS**

Lori Buck, Mayor

Bruce Bonar, Mayor Pro Tem

## **Councilmembers**

Louis Brackett

Kyle Harvey

David Karisny

Joel Kincaid

Ken Kreie

## **STAFF OFFICIALS**

Michael Bennett, City Manager

Judy Macy, Chief of Police

Dahna Raugh, Community Development Director

Ken Haley, Public Works Director

Ture Nycum, Parks and Recreation Director

Sam Atkins, City Engineer

Odette Brach, Human Resource Manager

Margaret Sell, City Clerk/Finance Director

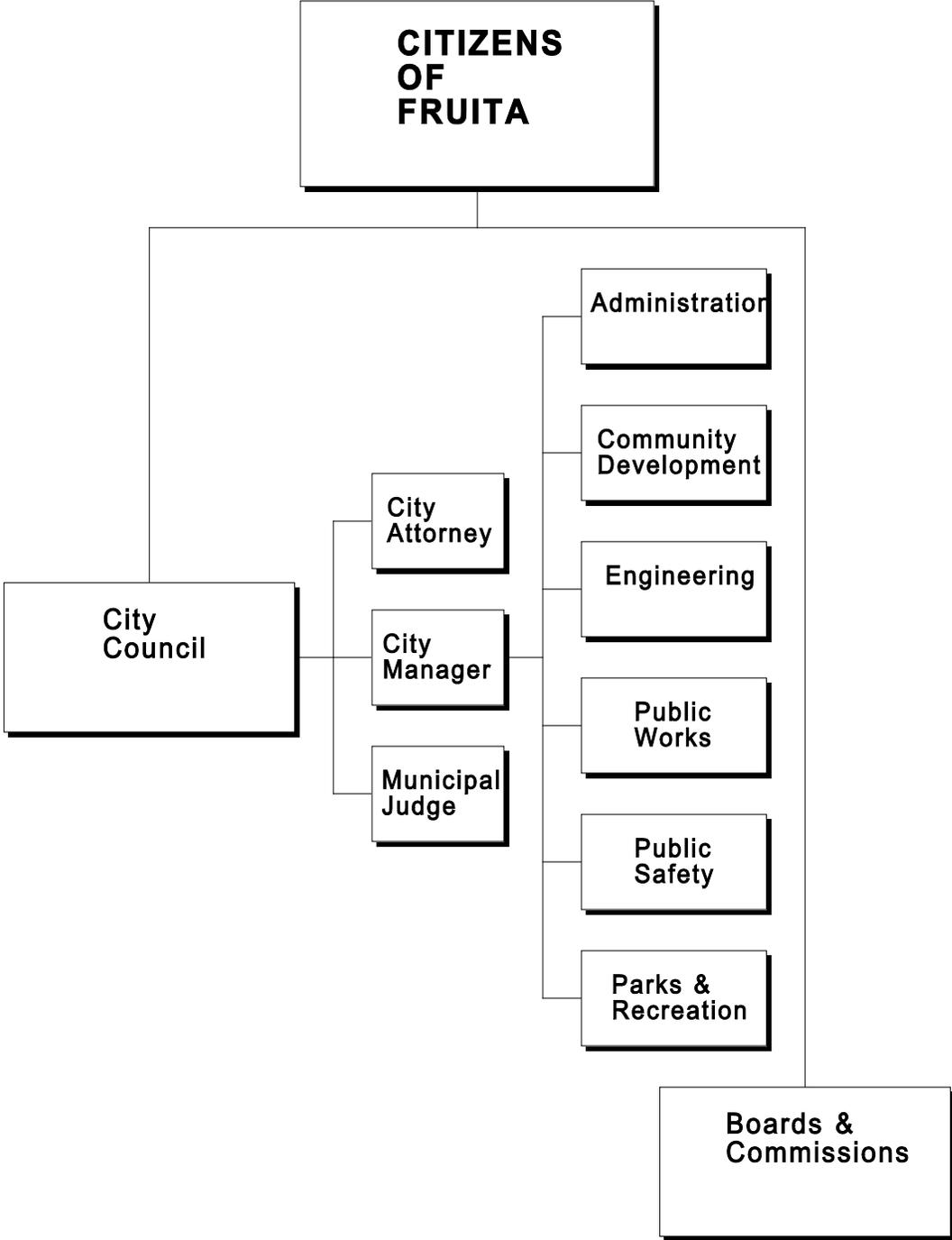
# **Introduction**

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# Introduction

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## Organization Chart



# Introduction

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## Welcome to Fruita!

Welcome To Fruita. I love Fruita! You may be thinking, “of course he would say that. He is the City Manager after all.” Yes, this is true, but it is not the reason. I have relocated 15 times in my life (son of an Army officer), and never have I had the type of experience as I have had relocating to Fruita, Colorado in the fall of 2014.



Why Fruita? Fruita is a community of choice. People from all over the world choose Fruita for a variety of reasons. Living in Fruita means your menu of things to do is packed with a variety of choices. Ride your road bike across the Colorado National Monument and discover amazing views of monoliths, big horn sheep, and the entire valley. Walk where dinosaurs once roamed and see their tracks and bones. Hike in the second highest concentration of arches outside of Arches National Park. Saddle your horse and enjoy the peace of miles of trails among wild desert flowers and old mines. Ride your cruiser bike downtown and take in a Thursday night concert in the park or shop fresh, local grown produce at the Farmer’s Market. Demo the top new mountain bikes all weekend long during Fat Tire Festival. Ride your mountain bike on world famous single track trails only minutes away from your home before work, during lunch or after work. Discover an endless array of landscape to trail run. Experience Mike the Headless Chicken Festival—you have to be there to understand, or any of the 30+ events each year. Push yourself in a cycling, total body or yoga class at the recreation center and come back later for a swim all year long. Children love the rock climbing wall, lazy river or zero entry swim/play area. Take in more than 240 days of sun each year. Choose from multiple music venues every week while having a local craft beer and/or specialty food at a local eatery. Spend an evening at the Rim Rock Rodeo or another outdoor concert at Fruita’s James M. Robb State Park. Step back in time while your kids walk or ride their bikes to excellent schools on the paved trail system connecting neighborhoods and schools. Raft the Colorado River. Golf at Adobe Creek National Golf Course or throw a disc at one of two local disc golf courses. Pump the track at the Fruita Bike Park. Choices are in abundance in Fruita and the list goes on. Fruita quality of life is unique, authentic and off the charts.

Why Fruita? Most of all it’s the familiar faces you will see while watching your kids in youth sports or shopping for groceries, who make you feel right at home and part of a real community. Evening walks amidst the laughter of children playing and neighbors chatting while the sun sets amidst the backdrop of the Bookcliffs or National Monument. When you choose Fruita, you will love where you live.

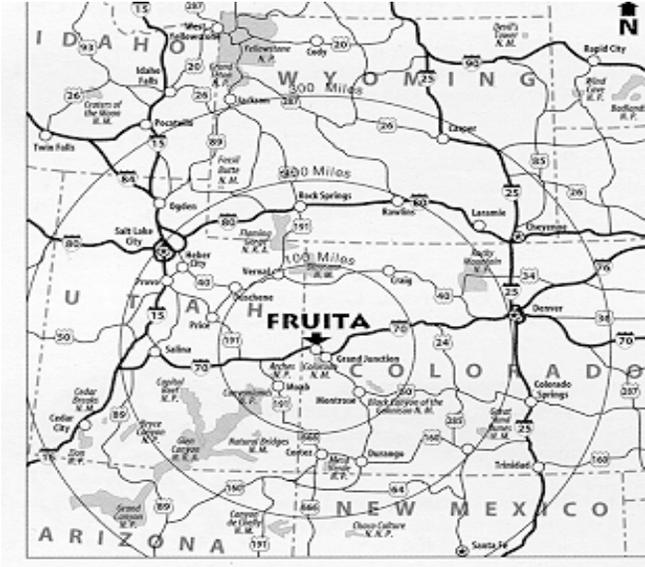
~Mike Bennett, City Manager

# Introduction

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## 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.



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



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Fruita also has a number of **Bike Trails** in close proximity. There are a number of trails for bikes and pedestrians in the area including Rabbit Valley, 18 Road, and Kokopelli Trail systems. Fruita was named as one of the top ten bike towns in American in **Bicycle** magazine.



The City also has a number of **Municipal Park Facilities**. **Little Salt Wash Park** is an 18 acre park geared to organized athletics with shelters, restroom, sport fields and trails. **Snooks Bottom** is an open space located south of the Colorado River off of SH 340 and is adjacent to the disc golf course. The **Fruita Bike Park** located east of Hwy 340 in the Redcliffs Subdivision is a 2.4 acre facilities which includes a playground and traditional park amenities. The bike park portion has dirt jumps, beginning and intermediate pump tracks and a bike repair work station. **Reed Park** is 3.3 acres and has both passive and active recreation opportunities. There are a number of other municipal and neighborhood parks and trails in the City.

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 nestled against the backdrop of the scenic Colorado National Monument and offer 27 holes on three separate nine hole courses which is open to the general public. The golf course is open year round, weather permitting.



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Other attractions in the area include the **Rimrock Adventures**, which provides multiple opportunities for outdoor recreation activities including horseback riding, both guided and self guided river rafting and rentals, rodeo in the summer and river rafting.



The City is home to a number of unique, fun and entertaining **Festivals and Special events** from the Fruita Fall Festival, Fat Tire Festival, Mike the Headless Chicken Festival, Thursday Night Concert Series, Riverfront Concert Series, Farmer's Market and many other events. You'll find tons of fun, excitement, laughter, friendship, music and entertainment.



## **Rankings**

- Top 20 Coolest Outdoor Towns in the nation (Matador-2016)
- Top 10 for safest places to drive in Colorado
- 4<sup>th</sup> best place for young families in Colorado (Nerdwallet – 2014)
- Home to 5 of the top 10 ranked best mountain bike trails in Colorado and home to 2 of the top 20 ranked mountain bike trails in the world (ranked by Singletracks members)
- 5<sup>th</sup> safest places to live in Colorado as ranked by Movoto
- Colorado's #1 large adventure town (Elevation Outdoors – 2015)

## **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.

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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 and energy related development.. However, there has also been significant growth in the commercial and industrial sectors of the community and is the ideal location for outdoor recreation oriented businesses. Growth slowed down significantly with the decline in energy related development and is expected to continue at a slower pace in 2017.

## **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 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

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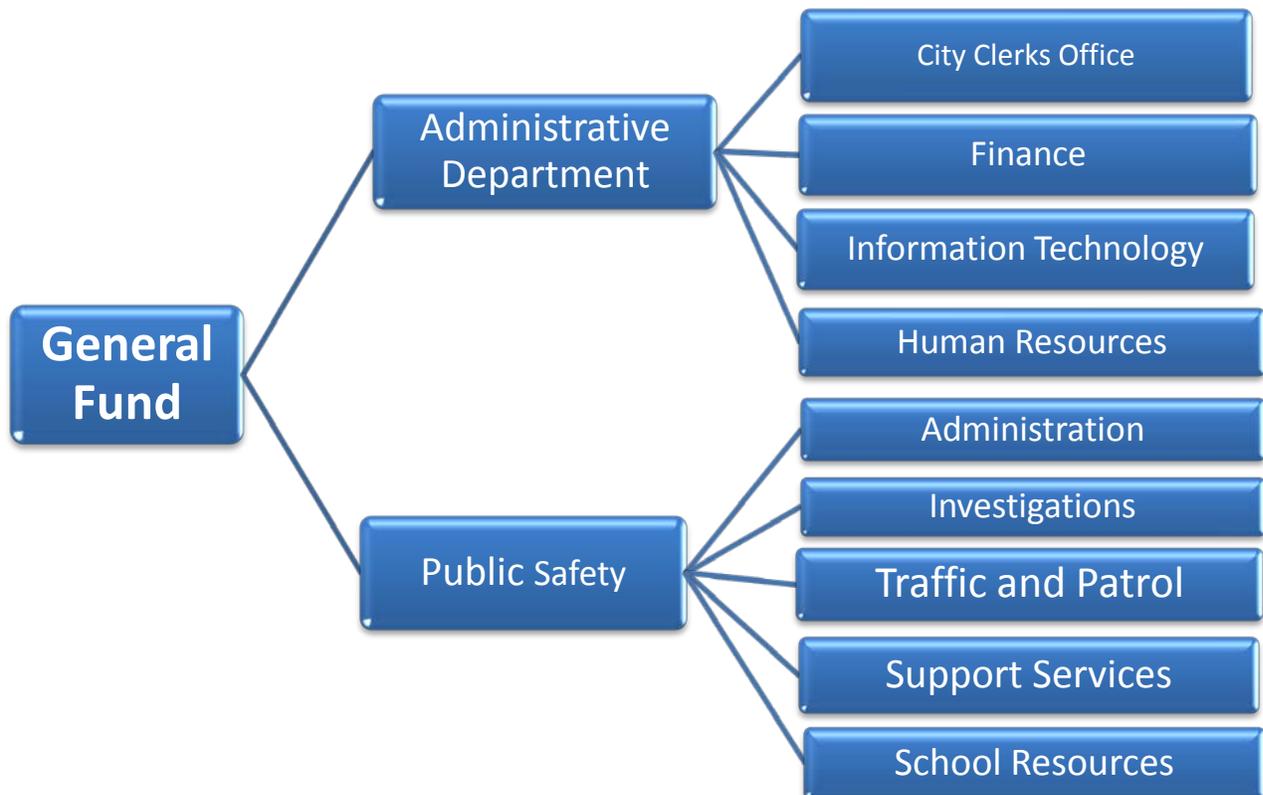
## **BUDGET GUIDE**

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:**



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## **FUND TYPES**

### **Governmental Funds**

General Fund: The General Fund is the City's primary 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. However, the City's contribution to employee retirement accounts is budgeted as 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.

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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 a loan for the new Wastewater Treatment facility is included in this fund.

## **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

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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 are 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 unassigned fund 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.

### **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.

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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.

## **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

# Policies and Procedures

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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 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.

# Policies and Procedures

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## 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.

## 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.

# General Fund Summary

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# General Fund Summary

## REVENUES AND EXPENSES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Taxes	\$ 5,862,806	\$ 5,725,265	\$ 5,819,100	\$ 5,788,600	\$ 5,878,050	1%
Licenses & Permits	26,636	30,497	30,000	30,200	30,500	2%
Intergovernmental Revenue	826,921	770,155	624,125	632,200	520,500	-17%
Charges for Service	161,158	152,706	157,625	176,950	164,500	4%
Fines & Forfeits	42,574	44,045	42,000	39,200	40,500	-4%
Miscellaneous	59,420	70,359	67,900	83,400	63,075	-7%
Other Financing Sources	340,639	249,569	283,675	284,000	221,000	-22%
<b>Total Revenues</b>	<b>\$ 7,320,154</b>	<b>\$ 7,042,596</b>	<b>\$ 7,024,425</b>	<b>\$ 7,034,550</b>	<b>\$ 6,918,125</b>	<b>-2%</b>
<b>Expenses</b>						
Personnel Services, Salaries	\$ 2,863,363	\$ 2,878,134	\$ 3,023,825	\$ 3,018,050	\$ 3,053,575	1%
Personnel Services, Benefits	1,003,392	1,080,583	1,167,850	1,168,575	1,164,675	0%
Purchased Professional Svcs	229,609	247,681	322,125	319,400	250,875	-22%
Purchased Property Services	517,373	612,077	672,050	665,550	583,125	-13%
Other Purchased Services	479,915	501,434	537,200	526,175	548,800	2%
Supplies	625,061	568,535	673,575	632,250	634,425	-6%
Special Projects	104,470	105,848	187,300	177,800	120,800	-36%
Operating Transfers	95,000	95,000	95,000	95,000	95,000	0%
Contingency	-	-	165,000	165,000	259,350	57%
<b>Operating Expenses</b>	<b>\$ 5,918,183</b>	<b>\$ 6,089,292</b>	<b>\$ 6,843,925</b>	<b>\$ 6,767,800</b>	<b>\$ 6,710,625</b>	<b>-2%</b>
Capital Equipment	268,856	229,785	638,725	639,725	517,675	-19%
Capital Project Transfers	1,130,442	1,058,832	684,075	622,575	495,000	-28%
<b>Total Expenses</b>	<b>\$ 7,317,481</b>	<b>\$ 7,377,909</b>	<b>\$ 8,166,725</b>	<b>\$ 8,030,100</b>	<b>\$ 7,723,300</b>	<b>-5%</b>
<b>Change in available funds</b>	<b>\$ 2,673</b>	<b>\$ (335,313)</b>	<b>\$ (1,142,300)</b>	<b>\$ (995,550)</b>	<b>\$ (805,175)</b>	<b>-30%</b>

## FUNDS AVAILABLE

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Beginning Funds Available</b>	\$ 7,136,692	\$ 7,139,365	\$ 6,804,052	\$ 6,804,052	\$ 5,808,502	-15%
Net Change in available funds	2,673	(335,313)	(1,142,300)	(995,550)	(805,175)	-30%
<b>Ending Funds Available</b>	<b>\$ 7,139,365</b>	<b>\$ 6,804,052</b>	<b>\$ 5,661,752</b>	<b>\$ 5,808,502</b>	<b>\$ 5,003,327</b>	<b>-12%</b>

# General Fund Summary

## FUNDS AVAILABLE (cont)

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Components of Funds Available</b>						
Nonspendable - Inventory	\$ 2,098	\$ 4,275	\$ 2,099	\$ 2,099	\$ 2,099	0%
Restricted - TABOR Reserve	400,000	400,000	400,000	400,000	400,000	0%
Restricted - Streets	52,499	216	-	-	-	0%
Committed - Operating Rsrv	1,519,146	1,553,382	1,709,856	1,691,950	1,677,656	-2%
Assigned - Capital Projects	450,577	670,577	111,877	111,877	-	-100%
Assigned-Health insurance	555,219	483,037	432,037	432,037	412,037	-5%
Assigned-Vehicle replacement	758,000	915,755	669,730	669,730	572,905	-14%
Assigned - Other	23,905	20,122	22,405	30,122	20,122	-10%
Unassigned	3,377,921	2,756,688	2,313,748	2,470,687	1,918,508	-17%
	<b>\$7,139,365</b>	<b>\$6,804,052</b>	<b>\$ 5,661,752</b>	<b>\$ 5,808,502</b>	<b>\$ 5,003,327</b>	<b>-12%</b>

## EXPENSES BY DEPARTMENT

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
General Government	\$ 332,924	\$ 329,617	\$ 399,900	\$ 381,975	\$ 342,975	-14%
Administration	597,036	616,227	652,000	644,000	646,900	-1%
Community Development	218,131	242,934	271,275	270,275	260,050	-4%
Public Safety	1,967,995	2,078,107	2,223,175	2,206,975	2,249,875	1%
Public Works	1,521,013	1,527,343	1,736,775	1,722,200	1,577,625	-9%
Parks and Recreation	913,398	925,121	1,015,200	1,003,475	998,950	-2%
Non-departmental	272,685	274,943	285,600	278,900	279,900	-2%
Contingency	-	-	165,000	165,000	259,350	57%
Operating Expenses	\$ 5,823,182	\$ 5,994,292	\$ 6,748,925	\$ 6,672,800	\$ 6,615,625	-2%
Capital Outlay	268,857	229,785	638,725	639,725	517,675	-19%
Transfers, Community Ctr Fund	95,000	95,000	95,000	95,000	95,000	0%
Transfers, Capital	1,130,442	1,058,832	684,075	622,575	495,000	-28%
<b>Total Expenses</b>	<b>\$7,317,481</b>	<b>\$7,377,909</b>	<b>\$ 8,166,725</b>	<b>\$ 8,030,100</b>	<b>\$ 7,723,300</b>	<b>-5%</b>

# General Fund Summary

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## PURPOSE OF THE FUND

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 2017 Operating Expenses (excludes transfers and capital)).

### Non-Departmental - 8%

- Non-departmental expenses
- Contingency

### Public Safety 34%

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

### Public Works - 24%

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

### Parks and Recreation 15%

- Administration
- Activities
- Athletics
- Special Events
- Parks

### Administration - 10%

- City Clerk
- Finance
- Information Technology
- Human Resources

### General Government - 5%

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

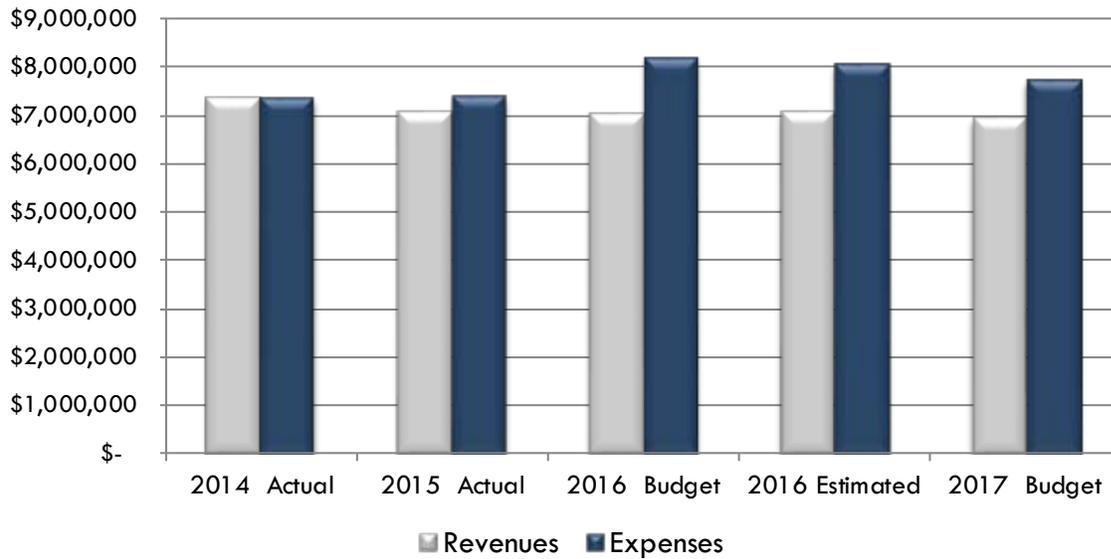
### Community Development - 4%

- Code Enforcement
- Planning and Zoning

# General Fund Summary

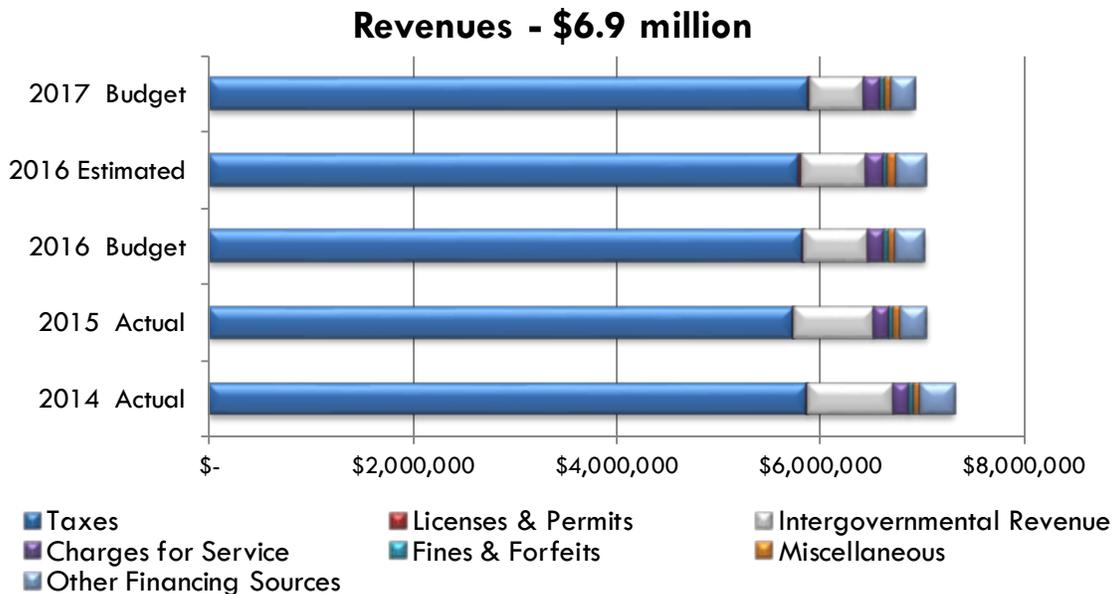
## REVENUES AND EXPENSES

General Fund expenses of \$7.7 million are budgeted to exceed revenues of \$6.9 million in 2017. This \$805,175 difference reflects the use of available funds for capital projects, capital equipment and other expenses in 2017.



### Revenues

General Fund revenues are budgeted at \$6.9 million and reflect a 2% decrease from 2016 budgeted revenues.



# General Fund Summary

Tax revenues are the most significant source of revenue for the City of Fruita and account for 85% of the total General Fund revenues. Total tax revenues of \$5.9 million are budgeted to increase 1% in 2017 over 2016 budgeted 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. Budget projections for significant revenues are conservative based on trends in 2016 indicating that the economy is still sluggish. The following is summary of projected changes in significant revenue sources between the 2016 and 2017 budgeted amounts.

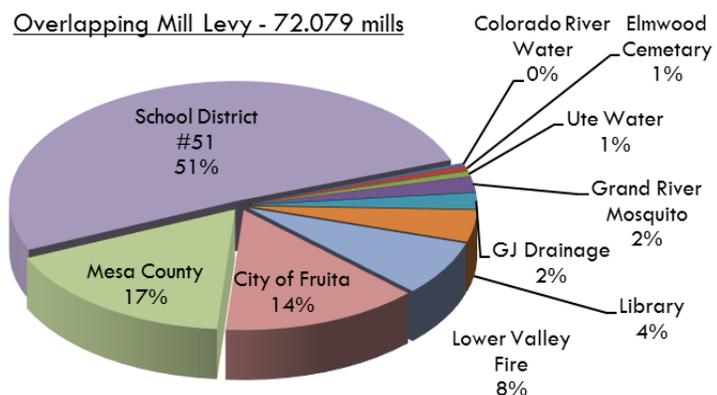
Description	Change from 2016 Budget	Change from 2016 Estimate
County sales tax	-3.8%	2%
City sales tax revenue	0%	2%
Use tax on vehicles	7.7%	2%
Property tax	2.5%	2.5%
Franchise fees	-1.2%	7.5%
Mineral lease and severance tax	-67%	-63%

*County Sales Tax.* County sales tax revenue of \$1.96 million is the single largest source of revenue for the General Fund. The City of Fruita receives 1/10th of \$.01 of the \$.02 County sales tax.

*City Sales Tax.* City sales tax revenue of \$1.52 million is the second largest source of General Fund revenue. Two percent of the City's 3% sales tax is included in the General Fund. The remaining 1% of the 3% sales tax is budgeted and accounted for in the Community Center Fund.

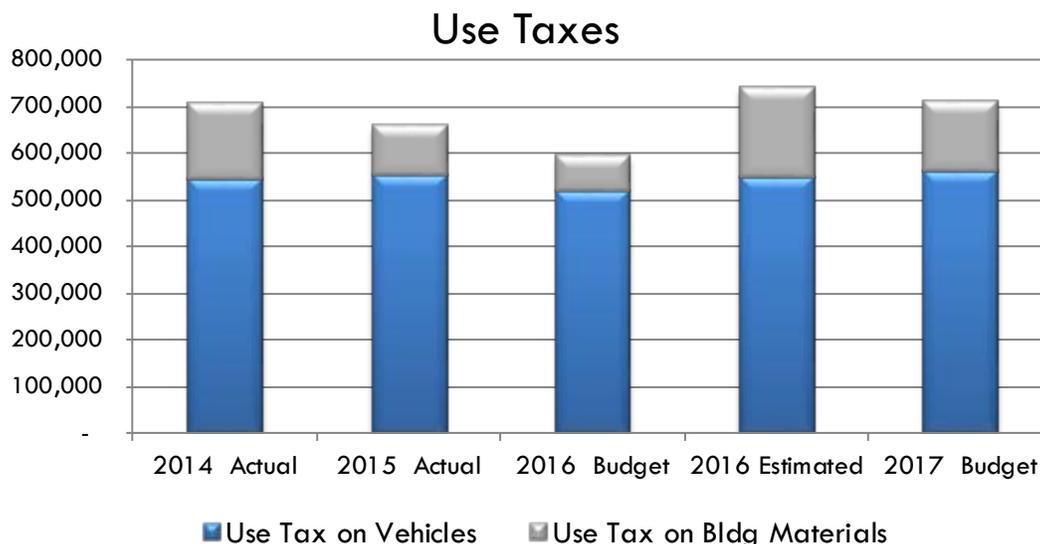
*Property Tax.* Revenue from property tax of \$1.12 million is budgeted to increase 2.5%. The assessed valuation of property in the City increased \$2.75 million from \$108.2 million to \$110.9 million. Sixty-nine percent (69%) of this increase was due to reassessment of property values. New construction and annexations accounted for the remaining 31% of the increase. The mill levy assessed by the City for collection in 2017 remains unchanged at 10.146 mills.

The overlapping mill levy (total of property taxes levied by all taxing jurisdictions) for collection in 2016 for Fruita residents was 72.079 mills. Information on the 2016 overlapping mill levy (collected in 2017) is not available at this time. The City of Fruita received 14% of the total property tax revenue in 2016.



# General Fund Summary

*Use Tax.* 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 differs from sales tax in this it is collected based on where the items are used rather than where the items are purchased.



*Franchise Fees.* The City also receives franchise revenues from Xcel Energy and Grand Valley Rural Power on revenues from the sale of gas and electricity and from Charter Communications for cable television services. The City's franchise fee is 3% of revenues on the respective utilities. 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 renegotiated in 2016 and the fee was increased from 2.5% to 3.0%. Franchise revenues are budgeted to decrease 1.2% from 2016 budgeted revenues.

Intergovernmental Revenues. Intergovernmental revenues of \$520,500 account for 8% of the 2017 General Fund revenues and includes revenue from other governmental agencies.

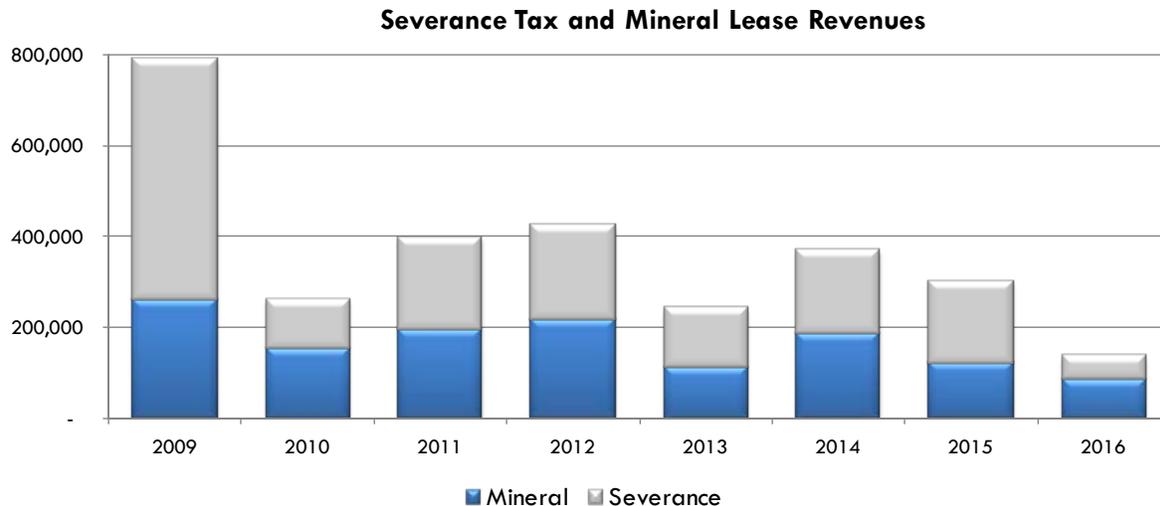
*Highway User's Tax.* The most significant source of intergovernmental revenue in 2017 is highway user's tax which includes a tax on fuel and vehicle registration fees. This revenue is distributed among the state, counties and cities based on the number of registered vehicles in the jurisdiction and 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 6% from 2016 budgeted revenues.

*Severance/Mineral Lease Tax.* Severance and mineral lease tax revenues of \$50,000 are projected to decrease 67% in 2017, down from the \$136,850 in revenue received in 2016. The revenues are distributed by the State of Colorado based on a number of factors including the place of residence of energy sector employees, well and mine permits, mineral production, population and road miles reported as part of the highway users tax annual reports. This revenue source is

# General Fund Summary

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conservatively budgeted as it can fluctuate significantly from year to year as seen in the following chart. Severance tax and mineral lease funds can be used for any municipal purpose.



Charges for Services. Charges for services of \$164,500 include recreation program registration fees, park rentals, land use fees, lock off charges and special event fees and account for 2% of the General Fund Budget. These revenues are projected to increase 4% from 2016 budgeted revenues. This increase is related to revenues from park facility rentals and recreation registration fees.

Fines, Forfeits and Assessments. Fines, forfeits and assessments of \$40,500 are budgeted to decrease 4% in 2017. These revenues are from assessments for violation of municipal and state laws issued by the Fruita Police Department, including court costs.

Licenses and permits. Licenses and permits are budgeted to increase 2% in 2017. All businesses operating in the City, including vendors at special events, are required to purchase a 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 are permits issued for construction of fences and signs.

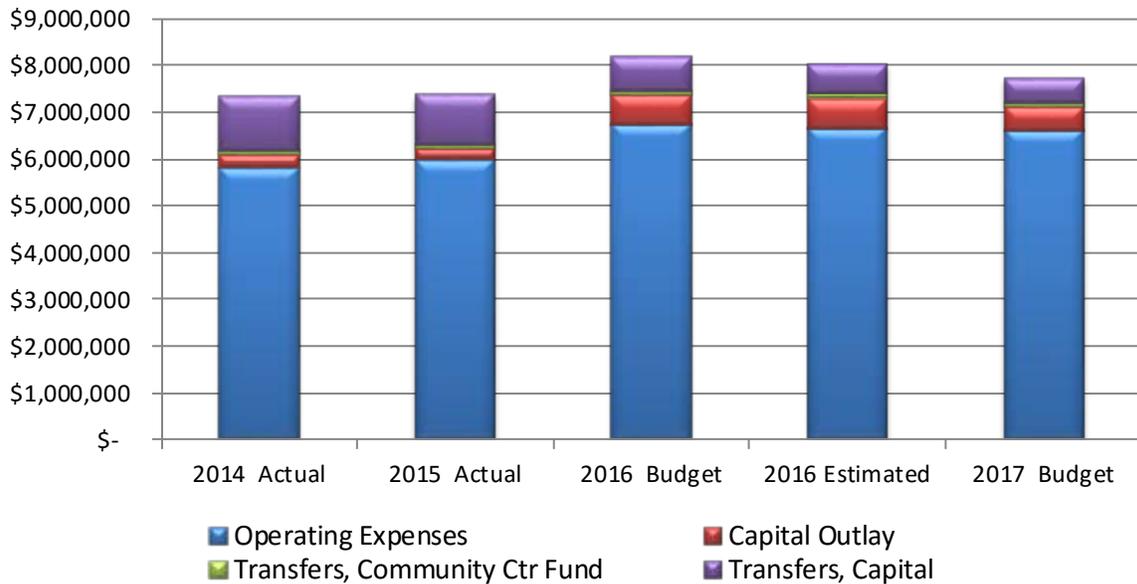
Other Revenues. Other revenues of \$63,075 include interest earnings, donations, rents on lands and water, and miscellaneous revenue.

Transfers from Other Funds. Transfers from other funds of \$221,000 are projected to decrease 21% in 2017. The reduction in transfers in 2017 is a the result of a one time transfer from forfeited funds in the Retirement Fund of \$60,000 to offset contributions to employee retirement accounts in 2016. Transfers from other funds include transfers from enterprise funds of \$221,000 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.

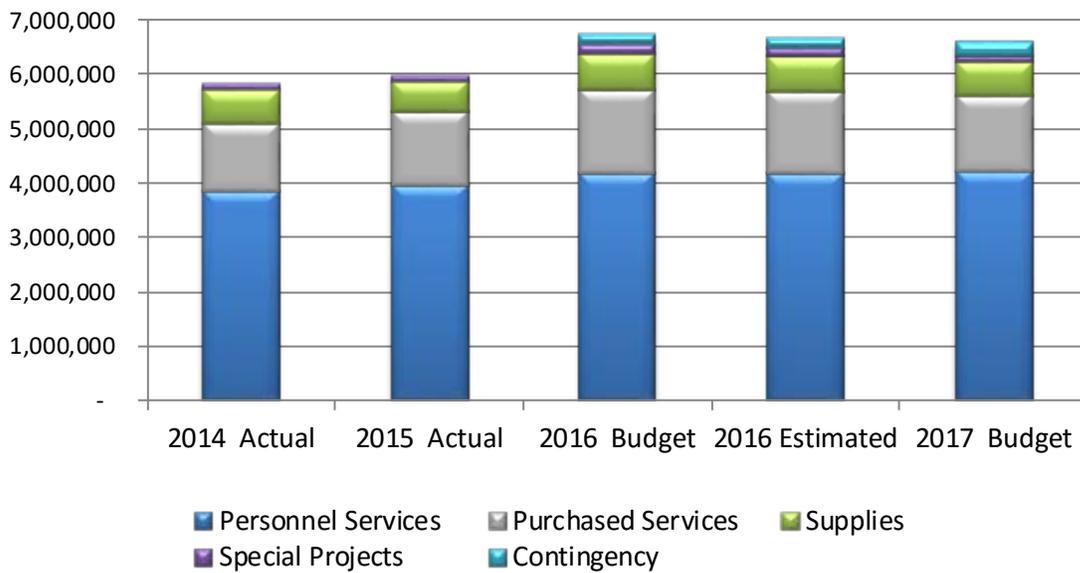
# General Fund Summary

## Expenses

General Fund expenses of \$7.7 million are budgeted to decrease 5% in 2017 from 2016 budgeted amounts.



Operating expenses. Operating expenses of \$6.7 million reflect a 2% decrease over 2016 budgeted expenses and account for 87% of the total 2017 General Fund budget. Capital Project transfer of \$495,000 represents 6% of the budget, and capital equipment of \$517,675 which includes both new and replacement equipment represents 7% of the General Fund budget. The following chart shows the history of General Fund operating expenses from 2014 through the 2017 Budget.



# General Fund Summary

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*Personnel Services.* Personnel services of \$4.2 million account for 63% of the operating expenses. This amount includes salaries, benefits and taxes for city staff and is budgeted to increase 1% in 2017. Significant changes in personnel services include salary adjustments of 2.5%.

*Purchased Services.* Purchased services of \$1.4 million are budgeted to decrease 10%. Significant changes in purchased services include:

- Reduction in professional development of \$8,175
- Reduction in audit fees of \$8,000
- Reduction in engineering costs associated with the assessment of Reservoir #2 and LOMR study completed in 2016 of \$61,000
- Reduction in road maintenance and chipsealing of \$95,000
- Reduction in drainage district fees of \$6,000 in the General Fund with these amounts redistributed in 2017 to the appropriate funds including Community Center, Sewer Fund and Devils Canyon Center Fund
- Reduction in repair and maintenance on the mountain water lines and reservoirs - \$9,500
- Increase of \$8,000 for 5-2-1 Drainage Authority contribution
- Increase of \$5,000 for community survey
- Increase of \$12,750 in fleet maintenance charges
- Increase of \$7,000 for tamarisk removal along the drainage washes
- Increase of \$23,375 in 911 Dispatch and Communication Center Charges

*Supplies.* Supplies of \$634,425 are budgeted to decrease 6%. Significant changes in supplies include:

- Reduction in fuel costs of \$27,950
- Reduction in election supplies of \$11,000

*Special Projects.* Special Projects in the amount of \$120,800 are budgeted to decrease 36% over 2016 budgeted expenses. Significant changes in special projects include:

- Reduction in economic development of \$36,500
- Reduction in contributions to outside agencies of \$6,400
- Reduction in priority based budgeting of \$5,000
- Reduction/elimination of conceptual development plan for lagoon property of \$10,000

*Contingency.* Contingency Funds of \$196,850 (3% of the General Fund operating expenses) are budgeted in 2017 for unanticipated expenses or revenue shortfalls. In addition, the 2017 Budget includes \$62,500 in a separate contingency fund for economic development expenses. Use of contingency funds must be approved by the City Council.

Capital Equipment. The 2017 Budget includes \$517,675 in capital equipment acquisitions. This includes \$396,825 in replacement equipment and \$120,850 in new equipment. Below is a summary of capital equipment acquisitions in the General Fund.

# General Fund Summary

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	Equipment Description	Dept	Amount
New	Truck, 4 x 2	PK	30,250
	Forklift	PW	30,000
	Sail for LSW Park Playground	PK	5,000
	Mobile data computers	PD	24,000
	Computer equipment/VDI server/software	421	31,600
<b>New Equipment Total</b>			<b>120,850</b>
Replacement	Patrol Car	PD	47,125
	Patrol Car	PD	47,125
	Patrol Car	PD	47,125
	Patrol Car	PD	47,125
	Truck, 4 x 2	PW	32,000
	Bucket Truck/Aerial Lift (used)	PW	80,000
	Truck, 4 x 2	PK	30,250
	Truck, 4 x 2	PK	30,250
	Front Mower	PK	35,825
	<b>Replacement Equipment Total</b>		
<b>Total Equipment</b>			<b>517,675</b>

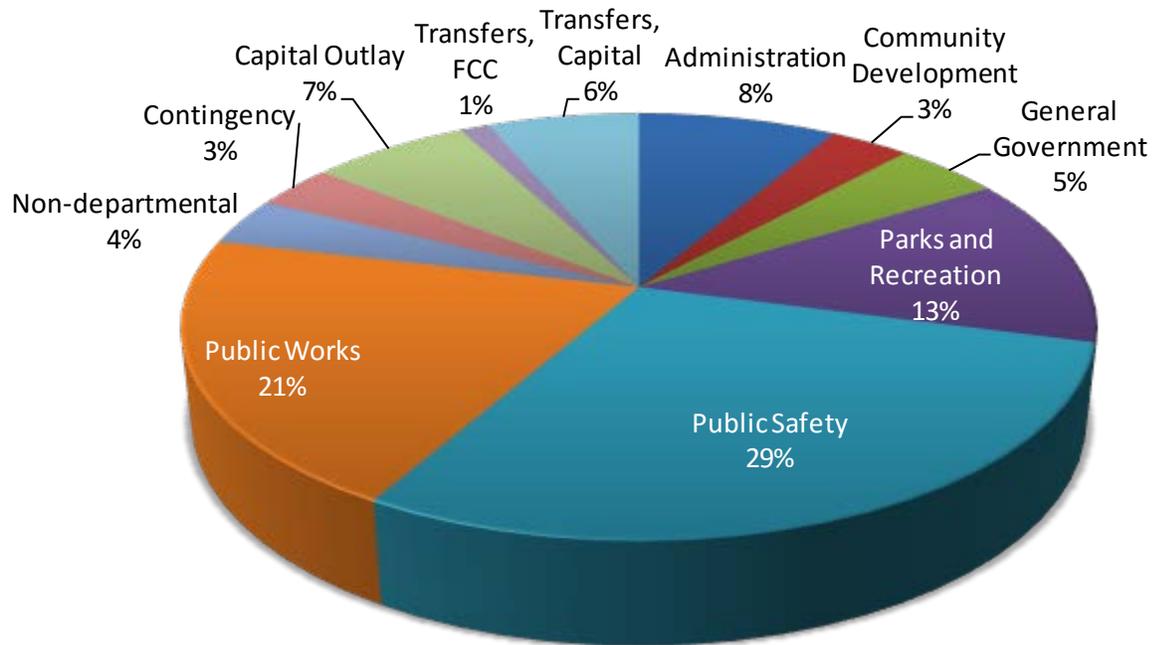
Transfers. Transfers from the General Fund other funds are budgeted at \$590,000 in 2017. This includes a transfer of \$495,000 to the Capital Projects Fund and the annual operating transfer of \$95,000 to the Community Center Fund. Additional information about these transfers can be found in the respective funds.

## EXPENSES BY DEPARTMENT

Expenses of the General Fund are categorized by Departments and programs within each department. Expenses which can not 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 budget for the General Fund excluding transfers and capital equipment.

# General Fund Summary

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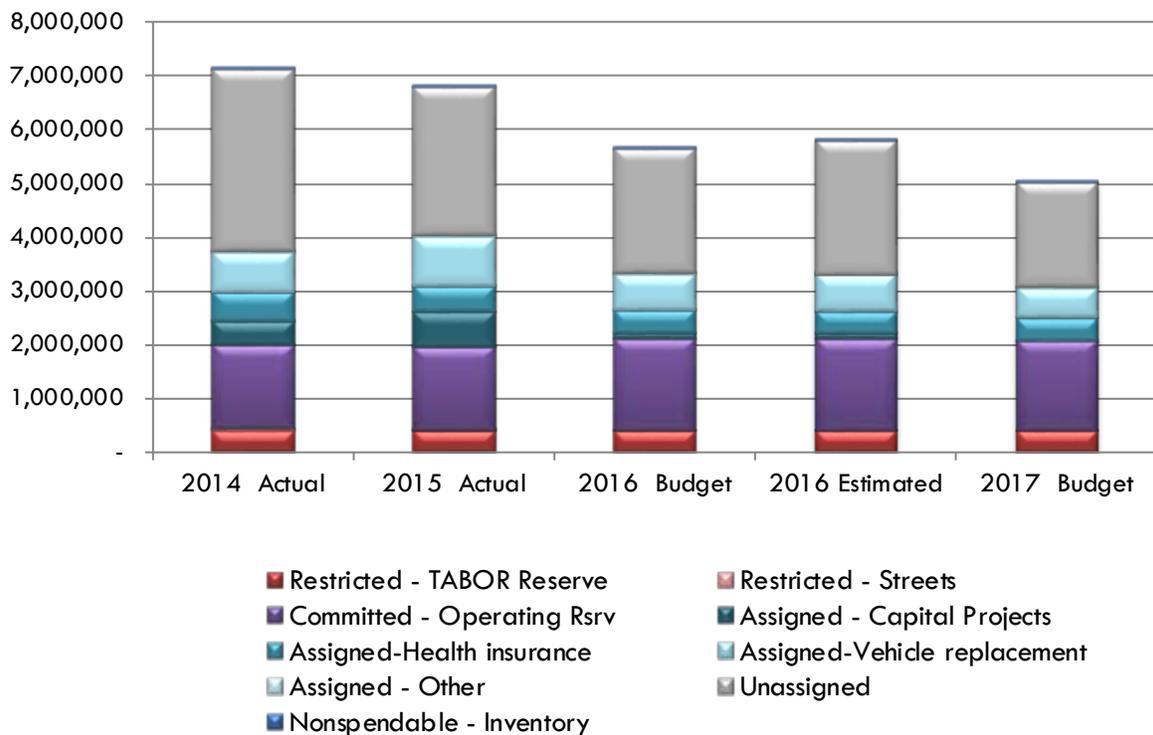
## FUNDS AVAILABLE

Available funds are budgeted at \$5.0 million as of December 31, 2017. Available funds include:

- *Restricted funds* of \$400,000 represent amounts constrained to specific purposes by their providers through constitutional provisions or by enabling legislation such as the emergency reserve required by TABOR;
- *Committed funds* of \$1.67 million are funds that can only be used for specific purposes as determined by formal action of the City Council and include the 25% operating reserve;
- *Assigned funds* of \$1.0 million are funds assigned by the City Manager or City Council for specific purposes such as the Capital Equipment Replacement Fund (CERF), health insurance reserve and amounts designated for capital projects.
- *Unassigned funds* of \$1.9 million represent funds that are available for any purpose.
- *Nonspendable funds* of \$2,098 represent amounts that are not in spendable form and include the inventory of fuel.

# General Fund Summary

## Funds Available



Available funds at December 31, 2017 are projected to be \$5.0 million which represents the use of 14% (\$805,175) of available funds. This is the amount by which total expenses exceed total revenues.. The following chart represents the amounts of available funds budgeted to be used in 2017.

### Summary - Use of Available Funds

Unassigned - operating reserve	32,200
Committed - operating reserve	(32,200)
Unassigned - New capital equipment	(1 20,850)
Unassigned - Capital Projects	(383,123)
Assigned - Economic Development	(62,500)
Assigned - Capital Projects	(1 11,877)
Assigned - Other	(10,000)
Vehicle/Equipment replacement	(96,825)
Supplemental health insurance	(20,000)
	<b><u>(805,175)</u></b>

Over the last several years, the City has been funding a significant portion of capital projects from unassigned available funds. This continues in 2017 with \$712,675 of capital projects and equipment funded from both unassigned fund balances and fund balance assigned for capital projects. Adequate levels of unassigned fund balance are necessary to mitigate current and future financial

# General Fund Summary

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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.

# General Fund Revenues

## Revenues

Account	Description	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg Budget
<b>TAXES</b>							
110-000-00-3110	Property Tax	1,078,635	1,062,935	1,097,500	1,097,500	1,125,450	2.5%
110-000-00-3120	Specific Ownership Tax	140,175	147,602	142,600	142,600	142,600	0.0%
110-000-00-3130	County Sales Tax	1,913,811	1,979,551	2,040,000	1,925,000	1,963,500	-3.8%
110-000-00-3131	City Sales Tax	1,569,025	1,463,743	1,525,000	1,500,000	1,525,000	0.0%
110-000-00-3132	Use Tax on Vehicles	543,243	553,187	520,000	550,000	560,000	7.7%
110-000-00-3133	Use Tax on Bldg Materials	163,522	104,772	75,000	190,000	150,000	100.0%
110-000-00-3142	Cigarette Tax	12,843	11,344	11,000	10,000	10,000	-9.1%
110-000-00-3182	Franchise Fees	425,403	400,569	405,000	372,000	400,000	-1.2%
110-000-00-3190	Penalties and Interest	16,149	1,562	3,000	1,500	1,500	-50.0%
		5,862,806	5,725,265	5,819,100	5,788,600	5,878,050	1.0%
<b>LICENSES</b>							
110-000-00-3210	Business Licenses	16,325	18,707	18,500	18,500	18,500	0%
110-000-00-3211	Liquor Licenses	8,521	7,925	8,500	8,500	8,500	0%
110-000-00-3220	Street Excavation Permits	240	2,070	1,500	1,200	1,500	0%
110-000-00-3221	Other Permits	1,550	1,795	1,500	2,000	2,000	33%
		26,636	30,497	30,000	30,200	30,500	2%
<b>INTERGOVERNMENTAL REVENUES</b>							
110-000-00-3330	Severance/Mineral Lease Tax	369,649	300,912	150,000	136,850	50,000	-67%
110-000-00-3342	Energy Impact Grant	1,643	-	11,250	7,500	5,000	0%
110-000-00-3351	Add. Motor Vehicle Reg Fees	19,659	20,259	19,000	19,000	20,000	5%
110-000-00-3352	State Highway Users Tax	378,531	388,828	372,000	388,000	395,000	6%
110-000-00-3353	App. Motor Vehicle Reg Fees	27,540	28,475	27,500	28,000	28,000	2%
110-000-00-3371	Mesa County Grants	-	2,859	2,550	2,550	-	0%
110-000-00-3373	Local Agency Police Grants	6,476	6,048	12,825	12,800	-	-100%
110-000-00-3375	AGNC Grant	-	-	5,000	5,000	-	-100%
110-000-00-3377	Grand Valley Drainage District	-	-	-	10,000	-	0%
110-000-00-3380	Mesa County Road Tax	23,423	22,774	24,000	22,500	22,500	-6%
		826,921	770,155	624,125	632,200	520,500	-17%
<b>CHARGES FOR SERVICES</b>							
110-000-00-3413	Planning Fees	19,444	13,205	13,000	25,000	17,500	35%
110-000-00-3415	Subdivision Review Fees	993	-	-	-	-	0%
110-000-00-3421	Vehicle Inspection Fees	1,441	1,495	1,100	1,400	1,400	27%
110-000-00-3455	Impound Fees	-	110	100	100	100	0%
110-000-00-3470	Recreation Registration Fees	75,189	78,143	77,000	78,000	79,000	3%
110-000-00-3472	Special Event Booth Fees	5,885	5,995	5,500	6,000	6,000	9%
110-000-00-3473	Retail sales	10,248	9,213	9,000	9,000	9,000	0%
110-000-00-3475	Internet sales	1,948	1,064	1,000	850	-	-100%
110-000-00-3477	Park rentals	11,154	11,340	11,000	15,000	15,000	36%
110-000-00-3478	Shipping & Handling Charges	55	-	50	-	-	-100%
110-000-00-3479	Scholarship Program	6,662	2,798	13,100	13,100	8,000	-39%
110-000-00-3480	Manpower	6,481	8,962	7,775	8,500	8,500	9%
110-000-00-3482	Mountain Water Charges	-	-	-	-	-	0%
110-000-00-3483	Penalties	21,658	20,381	19,000	20,000	20,000	5%
110-000-00-3484	Developer Contributions	-	-	-	-	-	0%
		161,158	152,706	157,625	176,950	164,500	4%

# General Fund Revenues

## Revenues

Account	Description	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg Budget
<b><u>FINES, FORFEITS AND ASSESSMENTS</u></b>							
110-000-00-3510	City and County Court	28,060	28,973	26,000	26,000	26,000	0%
110-000-00-3511	Penalty Assessments	14,223	12,599	14,500	11,000	12,000	-17%
110-000-00-3512	Restitution to City	291	203	-	-	-	0%
110-000-00-3513	Misdemeanor Fee	-	2,270	1,500	2,200	2,500	0%
110-000-00-3555	Development Impact Fees	-	-	-	-	-	0%
		42,574	44,045	42,000	39,200	40,500	-4%
<b><u>INTEREST AND RENTALS</u></b>							
110-000-00-3610	Interest on deposits	6,094	12,213	8,000	23,000	15,000	88%
110-000-00-3613	Gain (Loss) on investments	428	217	-	-	-	0%
110-000-00-3624	Rail Car Rentals	-	-	-	-	-	0%
110-000-00-3625	Rent on Lands and Water	29,642	30,226	29,000	29,500	29,500	2%
110-000-00-3626	Facility Rentals	2,420	1,905	1,800	1,800	1,800	0%
		38,584	44,561	38,800	54,300	46,300	19%
<b><u>DONATIONS</u></b>							
110-000-00-3640	Senior Center Donations	939	693	-	-	-	0%
110-000-00-3641	Miscellaneous Donations	-	-	2,500	2,500	-	0%
110-000-00-3642	Recreation Donations	751	777	4,600	4,600	1,775	-61%
110-000-00-3643	Police Donations	-	200	-	-	-	0%
110-000-00-3645	Special Event Donations	16,000	16,500	19,000	19,000	12,000	-37%
		17,690	18,170	26,100	26,100	13,775	-47%
<b><u>MISCELLANEOUS</u></b>							
110-000-00-3680	Miscellaneous	3,026	6,971	3,000	3,000	3,000	0%
110-000-00-3681	Cash Over (Short)	120	36	-	-	-	0%
110-000-00-3682	Refunds	-	621	-	-	-	0%
		3,146	7,628	3,000	3,000	3,000	0%
<b><u>TRANSFERS FROM OTHER FUNDS</u></b>							
110-000-00-3911	Tsfr from Sewer Fund	150,000	150,000	160,000	160,000	160,000	0%
110-000-00-3912	Tsfr from Trash Fund	51,409	46,700	51,000	51,000	51,000	0%
110-000-00-3913	Tsfr from Devils Canyon	50,000	27,100	-	-	-	0%
110-000-00-3915	Tsfr from Irrigation	8,700	10,000	10,000	10,000	10,000	0%
110-000-00-3917	Tsfr from Retirement Fund	-	-	60,000	60,000	-	-100%
		260,109	233,800	281,000	281,000	221,000	-21%
<b><u>OTHER FINANCING SOURCES</u></b>							
110-000-00-3950	Sale of Equipment	1,402	3,480	-	-	-	0%
110-000-00-3960	Insurance payments	79,128	12,289	2,675	3,000	-	0%
		80,530	15,769	2,675	3,000	-	0%
<b>TOTAL REVENUES</b>		<b>7,320,154</b>	<b>7,042,596</b>	<b>7,024,425</b>	<b>7,034,550</b>	<b>6,918,125</b>	<b>-2%</b>

# General Government Department

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# General Government Department

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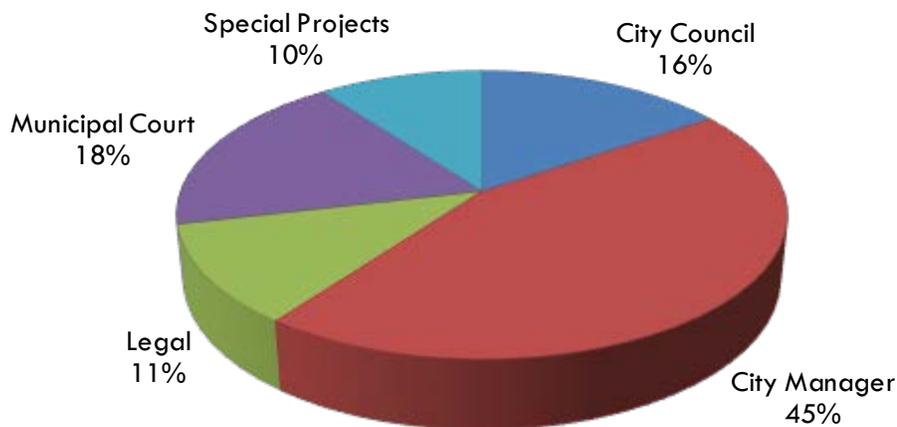
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# General Government Department

<b>EXPENSES BY PROGRAM</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
City Council	\$ 48,555	\$ 50,981	\$ 50,250	\$ 49,800	\$ 53,100	6%
City Manager	147,421	147,467	149,575	149,575	153,100	2%
Elections	13,201	29	13,750	7,625	-	-100%
Legal	28,473	33,631	40,000	40,000	38,500	-4%
Municipal Court	57,963	60,943	69,125	62,275	63,275	-8%
Operating Expenses	\$ 295,613	\$ 293,051	\$ 322,700	\$ 309,275	\$ 307,975	-5%
Capital	-	1,019	2,225	2,225	-	-100%
Special Projects	37,312	36,567	75,700	72,700	35,000	-54%
<b>Total Expense</b>	<b>\$ 332,925</b>	<b>\$ 330,637</b>	<b>\$ 400,625</b>	<b>\$ 384,200</b>	<b>\$ 342,975</b>	<b>-14%</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.

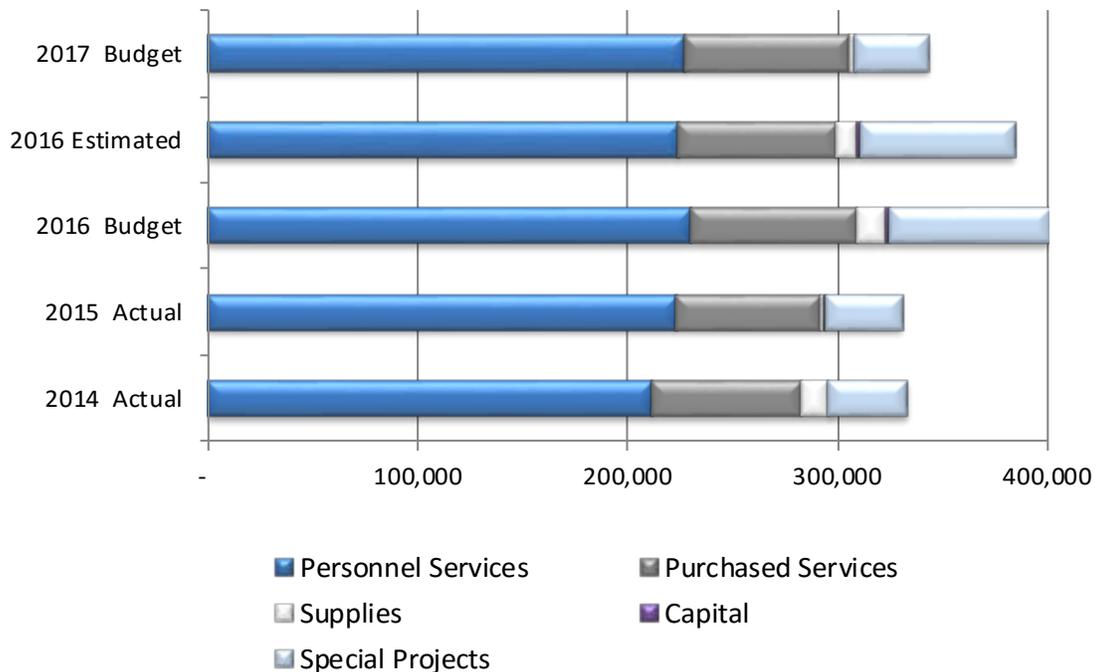
## General Government Programs



# General Government Department

<b>Expenses by Category</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 173,900	\$ 181,909	\$ 186,725	\$ 180,950	\$ 185,050	-1%
Personnel Services, Benefits	37,699	40,795	43,600	42,775	42,125	-3%
Purchased Professional Services	46,083	55,909	63,450	62,675	65,750	4%
Purchased Property Services	17,576	5,947	6,600	6,600	7,300	11%
Other Purchased Services	7,776	6,517	8,475	6,500	5,200	-39%
Supplies	12,578	1,973	13,850	9,775	2,550	-82%
Operating Expenses	\$ 295,612	\$ 293,050	\$ 322,700	\$ 309,275	\$ 307,975	-5%
Capital	-	1,019	2,225	2,225	-	-100%
Special Projects	37,312	36,567	75,700	72,700	35,000	-54%
<b>Total Expense</b>	<b>\$ 332,924</b>	<b>\$ 330,636</b>	<b>\$ 400,625</b>	<b>\$ 384,200</b>	<b>\$ 342,975</b>	<b>-14%</b>

## Budget History



# General Government Department

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## Factors Affecting Expenses

Overall expenses of the General Government Department of \$342,975 are budgeted to decrease 14%. Significant changes in the 2017 Budget include the following:

- Elimination of election expenses for 2017 (- \$7,625)
- Elimination of capital expenses (- \$2,225)
- Elimination of teen court component of Municipal Court (- \$4,275)
- Reduction in economic development expenses (- \$35,000)
- Reduction in Outside Agency Contributions (-\$5,000)
- Addition of community survey (+ \$5,000)

## Personnel

<b>FULL TIME</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
City Manager	1	1	1	1
<b>Subtotal</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>PART TIME</b>				
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>
<b>CONTRACT SERVICES</b>				
Municipal Judge	1	1	1	1
Prosecuting Attorney	1	1	1	1
Teen Court Judge	1	1	1	0
City Attorney	1	1	1	1
<b>Subtotal</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>3</b>
<b>TOTAL</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>13</b>

# General Government Department

## Expenses

Account Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>						
4111 Salaries, Administrative	97,001	103,329	104,050	104,050	106,650	2%
4120 Part Time	48,967	50,702	52,525	49,400	49,400	-6%
4125 Contract Labor	27,932	27,878	29,900	27,500	29,000	-3%
4130 Overtime	-	-	250	-	-	-100%
	173,900	181,909	186,725	180,950	185,050	-1%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>						
4210 Health Insurance	14,035	17,466	18,475	18,250	17,650	-4%
4220 FICA Payroll Expense	10,421	10,169	10,800	10,800	10,875	1%
4221 Medicare Payroll Expense	2,437	2,379	2,375	2,375	2,375	0%
4230 Retirement Contribution	9,217	9,710	10,200	9,600	9,475	-7%
4250 Unemployment Insurance	364	389	400	400	425	6%
4260 Workers Compensation Insurance	1,225	682	1,350	1,350	1,325	-2%
	37,699	40,795	43,600	42,775	42,125	-3%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>						
4310 Professional Development	16,136	19,218	19,450	19,325	19,500	0%
4321 Court Interpreter Services	-	70	250	250	250	0%
4330 Legal Fees	28,473	36,621	42,500	42,500	41,000	-4%
4337 Community survey	1,474	-	-	-	5,000	0%
4340 Election Assistance	-	-	1,250	600	-	-100%
	46,083	55,909	63,450	62,675	65,750	4%
<b><u>PURCHASED PROPERTY SERVICES</u></b>						
4430 Service Contracts	2,306	2,333	2,500	2,500	2,500	0%
4437 Moving and Vehicle Allowance	15,270	3,614	4,100	4,100	4,800	17%
	17,576	5,947	6,600	6,600	7,300	11%
<b><u>OTHER PURCHASED SERVICES</u></b>						
4525 Volunteer Accident Medical Pla	639	472	700	450	700	0%
4530 Telephone	5,277	5,424	4,925	4,350	3,150	-36%
4545 Jury Duty Fees	-	-	100	100	100	0%
4551 Publishing	1,860	621	2,750	1,600	1,250	-55%
	7,776	6,517	8,475	6,500	5,200	-39%
<b><u>SUPPLIES</u></b>						
4610 Office Supplies	2,178	1,973	2,850	2,850	2,550	-11%
4612 Supplies and Equipment	10,400	-	11,000	6,925	-	-100%
	12,578	1,973	13,850	9,775	2,550	-82%
<b><u>CAPITAL</u></b>						
4743 Furniture and Equipment	-	1,019	2,225	2,225	-	-100%
	-	1,019	2,225	2,225	-	-100%
<b><u>SPECIAL PROJECTS</u></b>						
4810 Boards and Commissions	-	-	-	-	-	0%
4820 Economic Development	2,600	1,064	40,000	40,000	5,000	-88%
4842 Miscellaneous Contributions	34,712	35,503	35,700	32,700	30,000	-16%
	37,312	36,567	75,700	72,700	35,000	-54%
<b>TOTAL EXPENDITURES</b>	<b>332,924</b>	<b>330,636</b>	<b>400,625</b>	<b>384,200</b>	<b>342,975</b>	<b>-14%</b>

# General Government Department

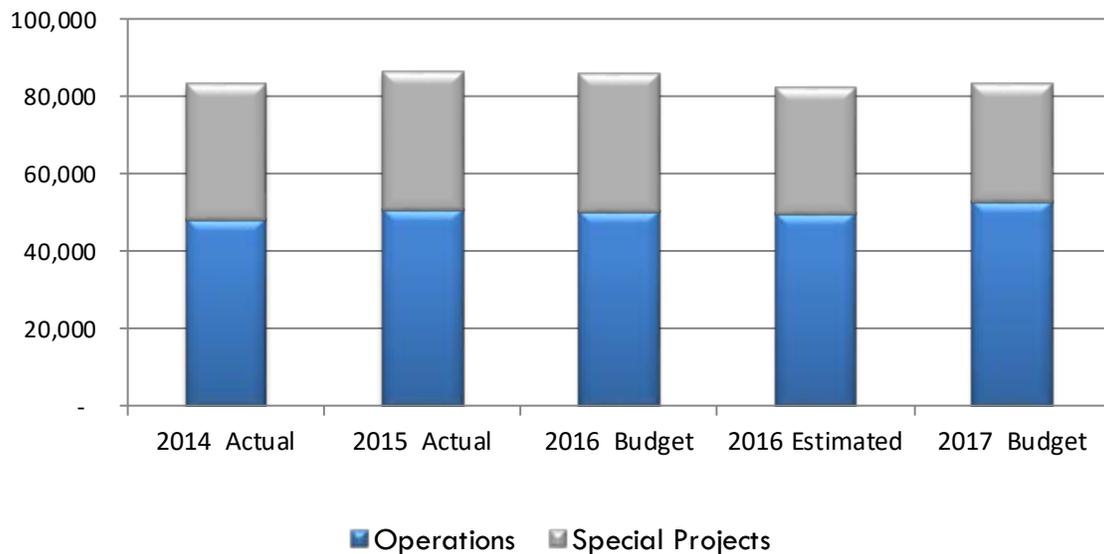
## City Council

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<b><u>EXPENDITURES</u></b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 27,900	\$ 27,900	\$ 27,900	\$ 27,900	\$ 27,900	0%
Personnel Services, Benefits	2,710	2,547	2,800	2,800	2,800	0%
Purchased Professional Services	12,018	14,305	13,000	13,000	18,000	38%
Other Purchased Services	5,335	5,393	5,800	5,100	3,650	-37%
Supplies	592	836	750	1,000	750	0%
Operating Expenses	\$ 48,555	\$ 50,981	\$ 50,250	\$ 49,800	\$ 53,100	6%
Capital Equipment	-	-	-	-	-	0%
Special Projects	34,712	35,503	35,700	32,700	30,000	-16%
<b>Total Expense</b>	<b>\$ 83,267</b>	<b>\$ 86,484</b>	<b>\$ 85,950</b>	<b>\$ 82,500</b>	<b>\$ 83,100</b>	<b>-3%</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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### 2016 Accomplishments

Adopted and approved the implementation of an Outside Agency Funding policy.

Adopted new City goals and strategic priorities.

Selected a new City logo and brand that was successfully rolled out in the public.

The Mayor, with the support of City Council, led a proactive approach to solicit interest from businesses and market Fruita by attending with the City Manager trade shows within the outdoor recreation and cycling industries to market Fruita's opportunities for business expansion, business relocation, business product launches, press camps and as a business or personal trip destination. These efforts have led to ongoing discussions with multiple companies considering relocation.

Represented the City on the Colorado Municipal League's Policy Committee.

Hosted the Governor, the director of the Colorado Outdoor Recreation Office, members of Great Outdoors Colorado to tour the City, future trail projects and celebrate the opening of the Little Salt Wash Trail.

Supported the successful grant applications and subsequent projects to design improvements to the downtown phase 2, build a paved trail from Fruita to Loma, improve drainage on Aspen Alley and conduct a redevelopment plan for the City's Lagoon property.

### 2017 Budget Highlights

Professional development includes the following items;

- Council member professional development at \$500 per elected official .....\$3,500
  - Board and Commission recognition.....800
  - Citizen and other entity participation events..... 1,550
  - Annual membership dues for AGNC ..... 3,700
  - Annual membership dues for CML ..... 3,450
- \$13,000

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.

Included in the 2017 Budget are contributions to the following outside agencies:

- Riverfront Commission .....\$4,153
  - Grand Junction Economic Partnership ..... 5,000
  - Fruita Area Chamber of Commerce .....20,000
  - Unallocated.....847
- \$30,000

# General Government Department

## City Council

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The 2017 Budget includes minimal funds for a Community Survey to gauge the citizen's satisfaction with existing services and need for additional services and infrastructure. The survey helps to ensure that the priorities and goals of the city are aligned with the desires and needs of the citizens. The last community survey was completed in 2013

### **Goals and Objectives**

Represent the interest of the residents of Fruita in establishing local policies.

Protect Fruita's 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.

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.

Following the April 2016 Municipal Election, City Council Identified the three strategic priorities built upon the foundation of providing high quality core services, to which all efforts and resources should be devoted to influence:

### **Quality of Place (QP)**

The City of Fruita is a community where residents and visitors love where they are. The City strives to be a bike and pedestrian friendly community by providing a system of sidewalks, trails, and bike lanes that connect our parks, schools, neighborhoods, civic facilities, and commercial areas. We value safe neighborhoods, our geographic natural resources and landscapes, top tier education and healthcare, and we collaborate to provide quality essential infrastructure and services. We are an inclusive community of doers who enjoy active and healthy lifestyles.

# **General Government Department**

## **City Council**

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### **Economic Health (EH)**

The City of Fruita strives to be financially sustainable by enabling a stable economy and supporting a diversity of businesses that offer well-paying jobs that attract educated employees. The City works to be fiscally responsible and continuously seeks ways to allocate resources to services and projects that have the highest impact on the City's priorities. We are the innovative leader for economic development in the Grand Valley.

### **Lifestyle (L)**

The City of Fruita fosters a fun and funky ambiance by celebrating the local arts, farm and ranching history, unique leisure opportunities, and family-friendly events and activities. As a city, we encourage a diversity of cultural opportunities, businesses, and recreational activities. We continue to improve and enhance recreational offerings from traditional to outdoor adventure sports and youth to adult activities. We are a family-friendly community with diverse cultural opportunities, businesses and recreational amenities where visitors feel like locals and locals play like visitors.

# General Government Department

## City Council

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-410-40-4120	City Council and Mayor Wages	27,900	27,900	27,900	27,900	27,900	0%
		27,900	27,900	27,900	27,900	27,900	0%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
110-410-40-4220	FICA Payroll Expense	1,730	1,730	1,750	1,750	1,750	0%
110-410-40-4221	Medicare Payroll Expense	405	405	425	425	425	0%
110-410-40-4260	Workers Compensation Insurance	575	412	625	625	625	0%
		2,710	2,547	2,800	2,800	2,800	0%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-410-40-4310	Professional Development	12,018	14,305	13,000	13,000	13,000	0%
110-410-40-4337	Community survey	-	-	-	-	5,000	0%
		12,018	14,305	13,000	13,000	18,000	38%
<b><u>OTHER PURCHASED SERVICES</u></b>							
110-410-40-4530	Telephone	4,801	4,801	4,800	3,600	2,400	-50%
110-410-40-4551	Publishing	534	592	1,000	1,500	1,250	25%
		5,335	5,393	5,800	5,100	3,650	-37%
<b><u>SUPPLIES</u></b>							
110-410-40-4610	Office Supplies	592	836	750	1,000	750	0%
		592	836	750	1,000	750	0%
<b><u>CAPITAL EQUIPMENT</u></b>							
110-410-40-4743	Furniture and Equipment	-	-	-	-	-	0%
110-410-40-4744	Computer Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b><u>SPECIAL PROJECTS</u></b>							
110-410-40-4810	Boards and Commissions	-	-	-	-	-	0%
110-410-40-4842	Miscellaneous Contributions	34,712	35,503	35,700	32,700	30,000	-16%
		34,712	35,503	35,700	32,700	30,000	-16%
<b>TOTAL EXPENSES</b>		<b>83,267</b>	<b>86,484</b>	<b>85,950</b>	<b>82,500</b>	<b>83,100</b>	<b>-3%</b>

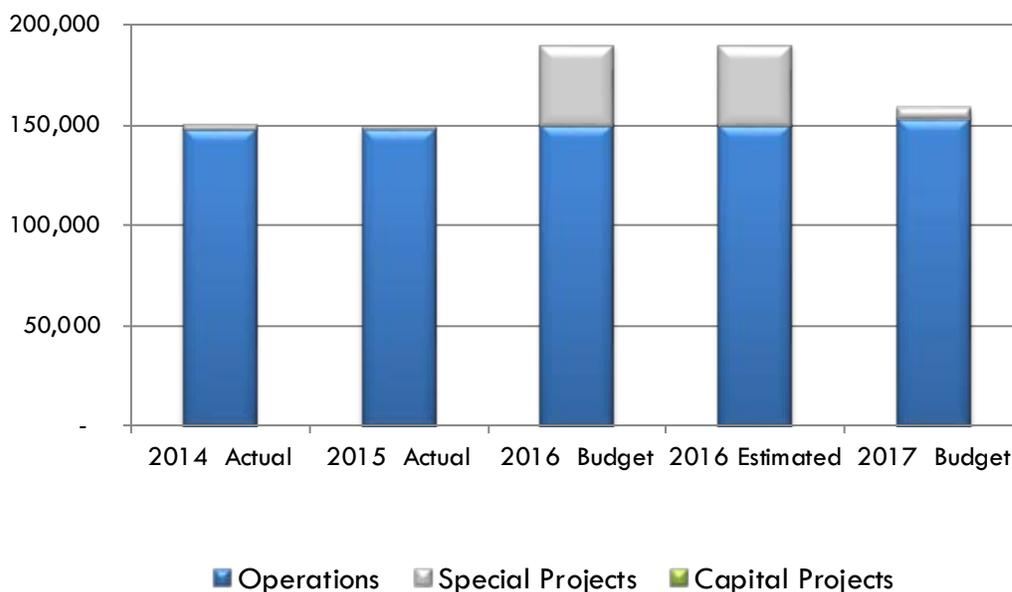
# General Government Department

## City Manager's Office

<b>EXPENDITURES</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
Personnel Services, Salaries	\$ 97,001	\$ 103,329	\$ 104,050	\$ 104,050	\$ 106,650	2%
Personnel Services, Benefits	32,047	35,416	37,000	37,000	37,100	0%
Purchased Professional Services	2,451	4,325	3,450	3,325	3,500	1%
Purchased Property Services	15,270	3,614	4,100	4,100	4,800	17%
Other Purchased Services	457	603	625	750	750	20%
Supplies	195	180	350	350	300	-14%
Operating Expenses	\$ 147,421	\$ 147,467	\$ 149,575	\$ 149,575	\$ 153,100	2%
Capital Projects	-	-	-	-	-	0%
Special Projects	2,600	1,064	40,000	40,000	5,000	-88%
<b>Total Expense</b>	<b>\$ 150,021</b>	<b>\$ 148,531</b>	<b>\$ 189,575</b>	<b>\$ 189,575</b>	<b>\$ 158,100</b>	<b>-17%</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 desired 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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### **2016 Accomplishments**

Facilitated the City Council and City staff through a process to identify define the City's strategic priorities to align efforts and resources to those things that have the most positive impact on quality of place, economic health and lifestyle, built upon a foundation of providing quality core services.

Created, designed and rolled out a new and improved economic development materials, including video, images, relocation guides, fliers, information cards, etc.

Devoted a majority of time to seeking out and recruiting companies that are focused on the outdoor recreation opportunities that surround Fruita or value a similar quality of life offered in Fruita by attending more trade shows, working with media, and directly soliciting companies—resulting in multiple companies that are now considering Fruita for future relocation or expansion.

Built upon and continued the partnership with Business Park owners to market 68+ acres of ready to build industrial property to businesses, including options to have buildings built to suit for lease or purchase.

Continued to build upon the close working relationship with BLM in an effort to create more outdoor recreation opportunities near Fruita as a BLM "Connected Community" resulting in the upcoming construction of 6.5 new miles of trails in the Kokopelli Trail System, planning for 18 Road trails and improvements to the Fruita Paleo area.

### **2017 Budget Highlights**

An economic development line item of \$5, 000 is in place to continue in the economic development efforts to diversify and strengthen the local economy through proactive recruitment.

### **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, Economic Development partners, and other community based organizations to take advantage of existing economic development opportunities and to embrace and discover new opportunities.

Work closely with existing and future business prospects to facilitate their relocation and/or expansion to Fruita.

Lead the City's Leadership Team and staff to prioritizing efforts and resources to those things that maintain a solid foundation of providing quality core services and most effectively impacting quality of place, economic health and lifestyle of the community.

Fully implement priority based budgeting in partnership with the Center for Priority Based Budgeting.

# General Government Department

## City Manager's Office

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-410-41-4111	Salaries, Administrative	97,001	103,329	104,050	104,050	106,650	2%
		97,001	103,329	104,050	104,050	106,650	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-410-41-4210	Health Insurance	14,036	17,466	18,250	18,250	17,650	-3%
110-410-41-4220	FICA Payroll Expense	7,385	7,026	7,475	7,475	7,800	4%
110-410-41-4221	Medicare Payroll Expense	1,727	1,643	1,575	1,575	1,625	3%
110-410-41-4230	Retirement Contribution	8,348	8,783	9,150	9,150	9,475	4%
110-410-41-4250	Unemployment Insurance	301	321	325	325	350	8%
110-410-41-4260	Workers Compensation Ins	250	177	225	225	200	-11%
		32,047	35,416	37,000	37,000	37,100	0%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-410-41-4310	Professional Development	2,451	4,325	3,450	3,325	3,500	1%
		2,451	4,325	3,450	3,325	3,500	1%
<b>PURCHASED PROPERTY SERVICES</b>							
110-410-41-4430	Service Contracts	-	-	-	-	-	0%
110-410-41-4437	Vehicle and Moving Allowance	15,270	3,614	4,100	4,100	4,800	17%
		15,270	3,614	4,100	4,100	4,800	17%
<b>OTHER PURCHASED SERVICES</b>							
110-410-41-4530	Telephone	457	603	625	750	750	20%
		457	603	625	750	750	20%
<b>SUPPLIES</b>							
110-410-41-4610	Office Supplies	195	180	350	350	300	-14%
		195	180	350	350	300	-14%
<b>CAPITAL PROJECTS</b>							
110-410-41-4741	Land Acquisition	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>SPECIAL PROJECTS</b>							
110-410-41-4820	Economic Development	2,600	1,064	40,000	40,000	5,000	-88%
		2,600	1,064	40,000	40,000	5,000	-88%
<b>TOTAL EXPENDITURES</b>		<b>150,021</b>	<b>148,531</b>	<b>189,575</b>	<b>189,575</b>	<b>158,100</b>	<b>-17%</b>

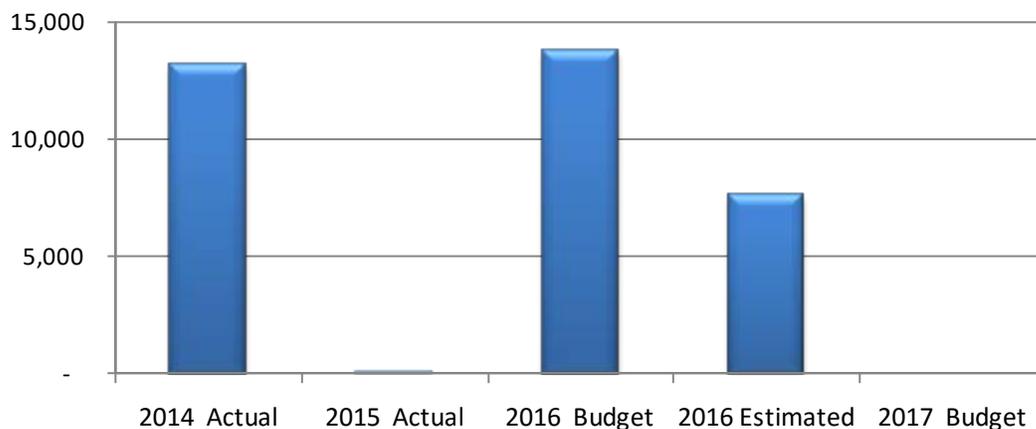
# General Government Department

## Elections

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Personnel Services, Benefits	-	-	-	-	-	0%
Purchased Professional Services	1,475	-	1,250	600	-	-100%
Other Purchased Services	1,326	29	1,500	100	-	-100%
Supplies	10,400	-	11,000	6,925	-	-100%
Operating Expenses	\$ 13,201	\$ 29	\$ 13,750	\$ 7,625	\$ -	-100%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 13,201</b>	<b>\$ 29</b>	<b>\$ 13,750</b>	<b>\$ 7,625</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



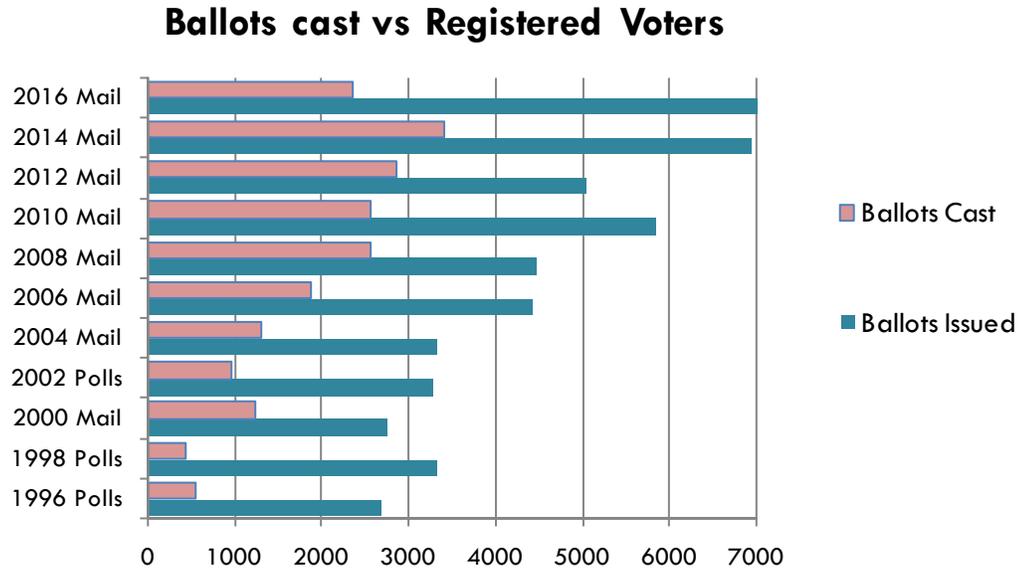
# General Government Department

## Elections

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### 2016 Accomplishments

The following is a history of voter participation in the municipal election process. Due to legislative changes, the number of ballots issued in 2014 and 2016 was higher than in previous years as ballots were mailed to both active and inactive voters. Voter participation in the 2016 election was 33% of the ballots mailed, down from 49% in the 2014 election.



### 2017 Highlights

No elections are scheduled for the 2017 Budget year.

### 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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-410-42-4120	Part Time	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b><u>PERSONNEL SERVICES, BENEFITS</u></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><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-410-42-4330	Legal Fees	-	-	-	-	-	0%
110-410-42-4340	Election Assistance	1,475	-	1,250	600	-	N/A
		1,475	-	1,250	600	-	N/A
<b><u>OTHER PURCHASED SERVICES</u></b>							
110-410-42-4551	Publishing	1,326	29	1,500	100	-	N/A
		1,326	29	1,500	100	-	N/A
<b><u>SUPPLIES</u></b>							
110-410-42-4612	Supplies and Equipment	10,400	-	11,000	6,925	-	N/A
		10,400	-	11,000	6,925	-	N/A
<b>TOTAL EXPENDITURES</b>		<b>13,201</b>	<b>29</b>	<b>13,750</b>	<b>7,625</b>	<b>-</b>	<b>N/A</b>

# General Government Department

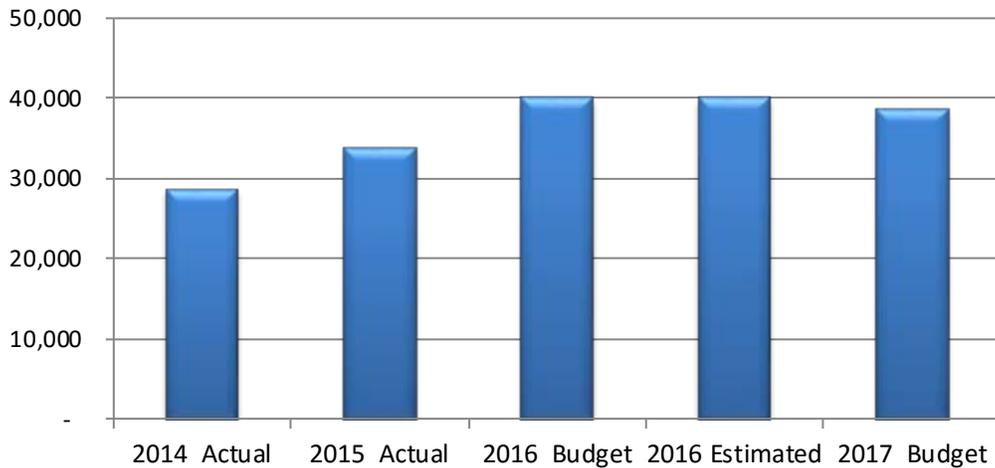
## Legal

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<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Personnel Services, Benefits	-	-	-	-	-	0%
Purchased Professional Services	28,473	33,631	40,000	40,000	38,500	-4%
Operating Expenses	\$ 28,473	\$ 33,631	\$ 40,000	\$ 40,000	\$ 38,500	-4%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 28,473</b>	<b>\$ 33,631</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 38,500</b>	<b>-4%</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



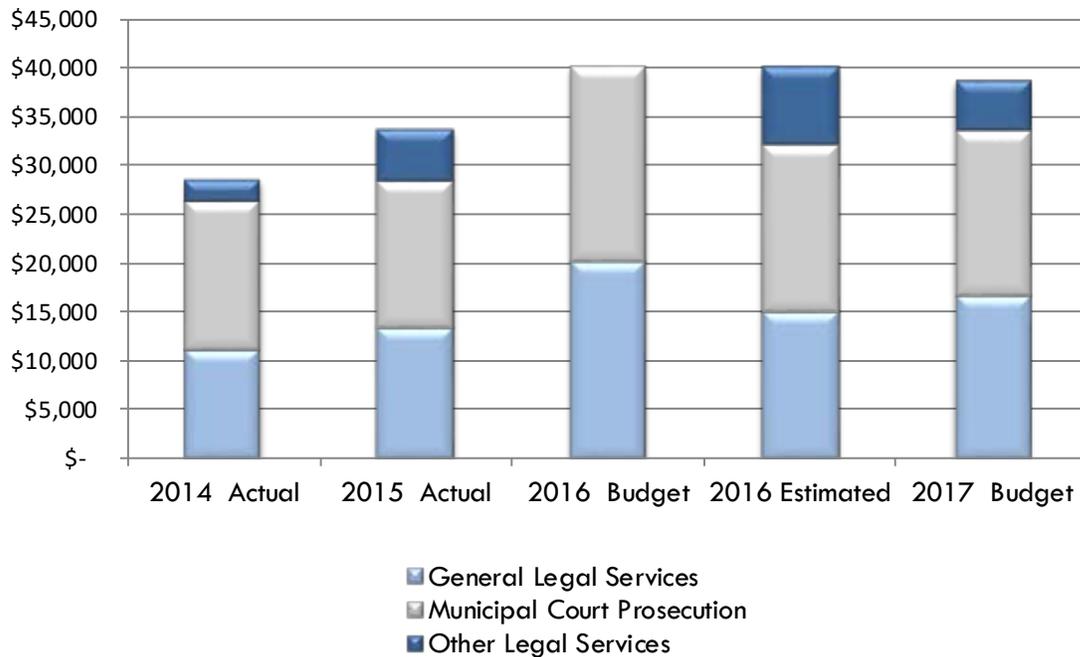
# General Government Department

## Legal

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### 2017 Budget Highlights

The following chart shows a breakdown of costs for general legal services, municipal court prosecution and other miscellaneous legal services. A 12% increase in city attorney fees is included in the 2017 Budget. It has been approximately ten years since the last rate 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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 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	28,473	33,631	40,000	40,000	38,500	-4%
		28,473	33,631	40,000	40,000	38,500	-4%
<b>TOTAL EXPENDITURES</b>		<b>28,473</b>	<b>33,631</b>	<b>40,000</b>	<b>40,000</b>	<b>38,500</b>	<b>-4%</b>

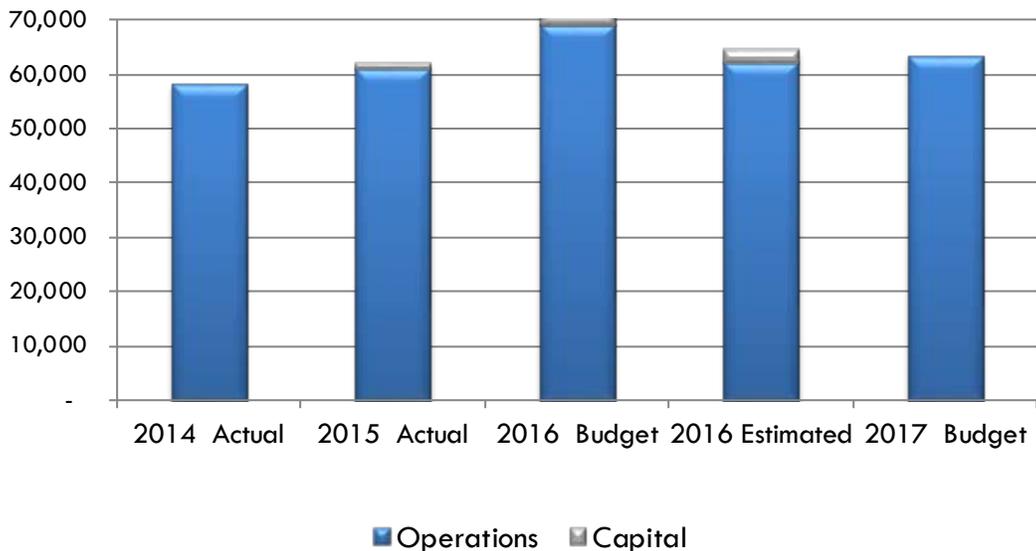
# General Government Department

## Municipal Court

<b>EXPENSES</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
Personnel Services, Salaries	\$ 48,999	\$ 50,680	\$ 54,775	\$ 49,000	\$ 50,500	-8%
Personnel Services, Benefits	2,944	2,834	3,800	2,975	2,225	-41%
Purchased Professional Services	1,666	3,647	5,750	5,750	5,750	0%
Purchased Property Services	2,306	2,333	2,500	2,500	2,500	0%
Other Purchased "Services	658	491	800	550	800	0%
Supplies	1,390	958	1,500	1,500	1,500	0%
Operating Expenses	\$ 57,963	\$ 60,943	\$ 69,125	\$ 62,275	\$ 63,275	-8%
Capital	-	1,019	2,225	2,225	-	-100%
<b>Total Expense</b>	<b>\$ 57,963</b>	<b>\$ 61,962</b>	<b>\$ 71,350</b>	<b>\$ 64,500</b>	<b>\$ 63,275</b>	<b>-11%</b>

The Fruita Municipal Court is a court of record with 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 ordinances 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, a part-time court clerk who is responsible for the day to day operations of the court, and a bailiff who assists in control of the Court. Municipal Court is held once each week.

### Budget History



# **General Government Department**

## **Municipal Court**

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### **2016 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.

### **2017 Budget Highlights**

Teen Court was eliminated in 2016 and is not included in the 2017 Budget. The program will be evaluated as we move forward to determine the interest and viability of the program.

The Court's primary area of focus in 2017 is increased efficiency in Court operations.

### **Goals and Objectives**

- The Court will continue to provide an impartial hearing to the citizens of Fruita in all court proceedings.
- 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.
- The Municipal Court Judge and Court Clerk will become more proficient in using court software to improve the efficiency of Court operations.
- The Court will recommend modifications to the Municipal Code as deemed necessary.

# General Government Department

## Municipal Court

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-410-44-4120	Part Time	21,067	22,802	24,625	21,500	21,500	-13%
110-410-44-4125	Contract Labor	27,932	27,878	29,900	27,500	29,000	-3%
110-410-44-4130	Overtime	-	-	250	-	-	0%
		48,999	50,680	54,775	49,000	50,500	-8%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-410-44-4210	Health Insurance	-	-	225	-	-	0%
110-410-44-4220	FICA Payroll Expense	1,306	1,414	1,575	1,575	1,325	-16%
110-410-44-4221	Medicare Payroll Expense	305	331	375	375	325	-13%
110-410-44-4230	Retirement Contribution	870	927	1,050	450	-	-100%
110-410-44-4250	Unemployment Insurance	63	69	75	75	75	0%
110-410-44-4260	Workers Compensation Insurance	400	93	500	500	500	0%
		2,944	2,834	3,800	2,975	2,225	-41%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-410-44-4310	Professional Development	1,666	587	3,000	3,000	3,000	0%
110-410-44-4321	Court Interpreter Services	-	70	250	250	250	0%
110-410-44-4330	Legal Fees	-	2,990	2,500	2,500	2,500	0%
		1,666	3,647	5,750	5,750	5,750	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-410-44-4430	Service Contracts	2,306	2,333	2,500	2,500	2,500	0%
		2,306	2,333	2,500	2,500	2,500	0%
<b>OTHER PURCHASED SERVICES</b>							
110-410-44-4525	Volunteer Accident Medical Pla	639	472	700	450	700	0%
110-410-44-4530	Telephone	19	19	-	-	-	0%
110-410-44-4545	Jury Duty Fees	-	-	100	100	100	0%
		658	491	800	550	800	0%
<b>SUPPLIES</b>							
110-410-44-4610	Office Supplies	1,390	958	1,500	1,500	1,500	0%
		1,390	958	1,500	1,500	1,500	0%
<b>CAPITAL</b>							
110-410-44-4743	Furniture and Equipment	-	1,019	2,225	2,225	-	-100%
110-410-44-4744	Computer Equipment	-	-	-	-	-	0%
		-	1,019	2,225	2,225	-	0%
<b>TOTAL EXPENDITURES</b>		<b>57,963</b>	<b>61,962</b>	<b>71,350</b>	<b>64,500</b>	<b>63,275</b>	<b>-11%</b>

# **Administration Department**

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# Administration Department

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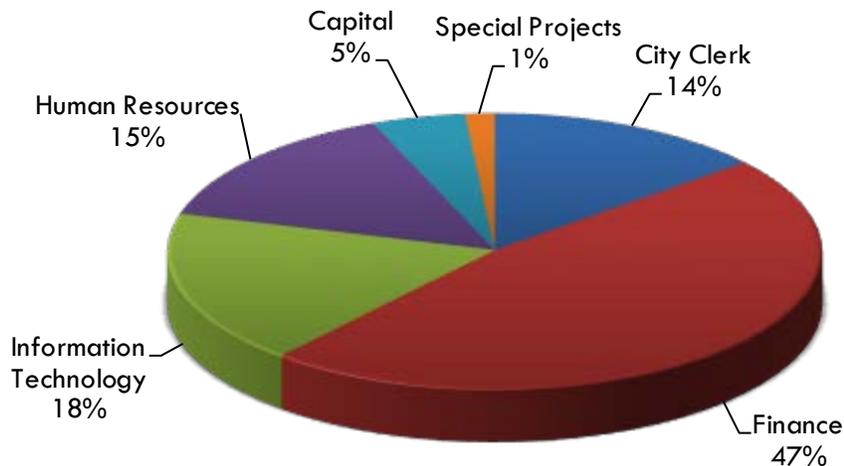
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# Administration Department

<b>Expenses by Program</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
City Clerk	\$ 80,225	\$ 83,133	\$ 90,550	\$ 90,550	\$ 94,600	4%
Finance	317,789	318,151	338,475	330,975	321,050	-5%
Information Technology	95,959	121,518	110,150	110,150	122,150	11%
Human Resources	103,064	93,425	97,825	97,325	99,100	1%
Operating Expenses	\$ 597,037	\$ 616,227	\$ 637,000	\$ 629,000	\$ 636,900	0%
Capital	39,780	39,345	26,700	26,700	31,600	18%
Special Projects	-	-	15,000	15,000	10,000	-33%
<b>Total Expense</b>	<b>\$ 636,817</b>	<b>\$ 655,572</b>	<b>\$ 678,700</b>	<b>\$ 670,700</b>	<b>\$ 678,500</b>	<b>0%</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.

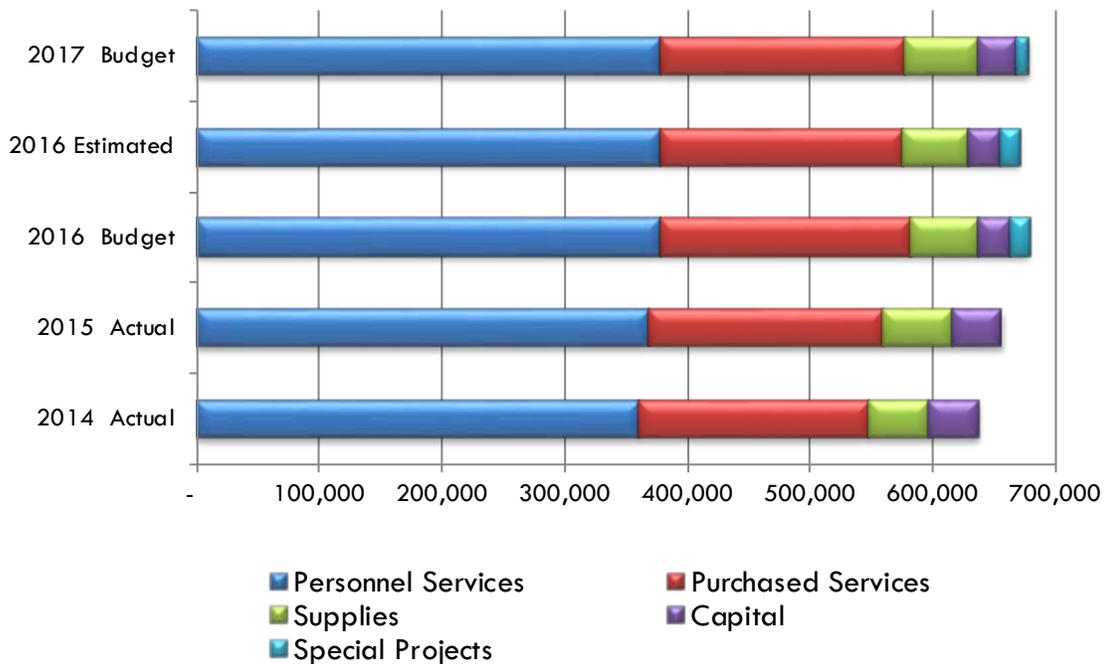
## Administration Department



# Administration Department

<b>Expenses by Category</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
Personnel Services, Salaries	\$ 275,312	\$ 282,734	\$ 285,600	\$ 285,600	\$ 288,050	1%
Personnel Services, Benefits	85,391	86,065	92,100	91,600	90,050	-2%
Purchased Professional Services	88,812	88,167	80,675	80,675	73,500	-9%
Purchased Property Services	72,210	78,165	93,000	87,000	94,900	2%
Other Purchased Services	26,515	25,036	30,750	30,250	31,350	2%
Supplies	48,797	56,060	54,875	53,875	59,050	8%
Operating Expenses	\$ 597,037	\$ 616,227	\$ 637,000	\$ 629,000	\$ 636,900	0%
Capital	39,780	39,345	26,700	26,700	31,600	18%
Special Projects	-	-	15,000	15,000	10,000	-33%
<b>Total Expense</b>	<b>\$ 636,817</b>	<b>\$ 655,572</b>	<b>\$ 678,700</b>	<b>\$ 670,700</b>	<b>\$ 678,500</b>	<b>0%</b>

## Budget History



# Administration Department

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## Factors Affecting Expenses

- Overall expenses of the Administration Department of \$678,500 are budgeted to remain flat from the prior year budget.
- The City of Fruita requested proposals for auditing services in 2016 which will result in a 23% reduction in audit fees in 2017.
- Information Technology cost are budgeted to increase 11% in 2017. This increase is related to several factors including an increase in IT service contracts based on an increased number of computers, servers and phones and additional costs for security compliance with IT services, and increases in computer equipment capital expenses in 2017.
- Special projects includes \$10,000 for year two of the three year Priority Based Budgeting (PBB) program implementation. PBB will provide the City a strategic approach to allocate limited resources according to how effectively a program or service achieves the goals and objectives that are of greatest value to the community.

## Personnel

<b>FULL TIME</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Human Resources Manager	1	1	1	1
City Clerk/Finance Director	1	1	1	1
Administrative Technician	2	3	3	3
Deputy City Clerk	1	0	0	0
<b>SUBTOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>PART TIME</b>				
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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
4111	Salaries, Administrative	254,886	261,842	263,400	263,400	267,875	2%
4120	Salaries, Part time	19,297	20,518	20,275	20,275	18,425	-9%
4130	Overtime	1,129	374	1,925	1,925	1,750	-9%
		275,312	282,734	285,600	285,600	288,050	1%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
4210	Health Insurance	49,383	49,236	53,400	53,400	51,700	-3%
4220	FICA Payroll Expense	16,544	17,051	17,700	17,700	17,925	1%
4221	Medicare Payroll Expense	3,869	3,988	4,150	4,150	4,225	2%
4230	Retirement Contribution	12,422	12,660	12,875	12,875	12,200	-5%
4250	Unemployment Insurance	825	849	875	875	900	3%
4260	Workers Compensation Insurance	525	483	600	600	600	0%
4290	Employee Assistance Programs	1,823	1,798	2,500	2,000	2,500	0%
		85,391	86,065	92,100	91,600	90,050	-2%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
4310	Professional Development	1,209	1,302	2,400	2,400	2,400	0%
4311	Appreciation Programs	7,830	8,470	8,500	8,500	8,500	0%
4312	Flex Benefit Administration Fe	2,345	2,511	3,100	3,100	3,100	0%
4315	Audit Fees	33,807	31,639	35,000	35,000	27,000	-23%
4316	Bank Charges	17,717	15,961	17,500	17,500	18,000	3%
4317	Lock Off Fees	7,045	4,544	6,500	6,500	6,500	0%
4338	Website Development	-	15,450	-	-	-	0%
4345	Recruitment	18,859	8,290	7,675	7,675	8,000	4%
		88,812	88,167	80,675	80,675	73,500	-9%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
4430	Service Contracts	72,210	78,165	93,000	87,000	94,900	2%
		72,210	78,165	93,000	87,000	94,900	2%
<b><u>OTHER PURCHASED SERVICES</u></b>							
4530	Telephone and Internet	12,410	10,617	12,900	12,900	13,500	5%
4550	Printing	2,550	1,744	3,750	3,250	3,750	0%
4552	City Link Newsletter	11,514	12,675	14,000	14,000	14,000	0%
4592	Recording Fees	41	-	100	100	100	0%
		26,515	25,036	30,750	30,250	31,350	2%
<b><u>SUPPLIES</u></b>							
4610	Office Supplies	4,758	5,665	7,025	7,025	6,200	-12%
4611	Postage	18,022	18,624	20,250	19,250	19,750	-2%
4612	Supplies and Equipment	26,017	31,771	27,500	27,500	33,000	20%
4612	Fuel	-	-	100	100	100	0%
		48,797	56,060	54,875	53,875	59,050	8%
<b><u>CAPITAL</u></b>							
4744	Computer Equipment	39,780	39,345	26,700	26,700	31,600	18%
		39,780	39,345	26,700	26,700	31,600	18%
<b><u>SPECIAL PROJECTS</u></b>							
4824	Priority Based Budgeting	-	-	15,000	15,000	10,000	-33%
		-	-	15,000	15,000	10,000	-33%
<b>TOTAL EXPENDITURES</b>		<b>636,817</b>	<b>655,572</b>	<b>678,700</b>	<b>670,700</b>	<b>678,500</b>	<b>0%</b>

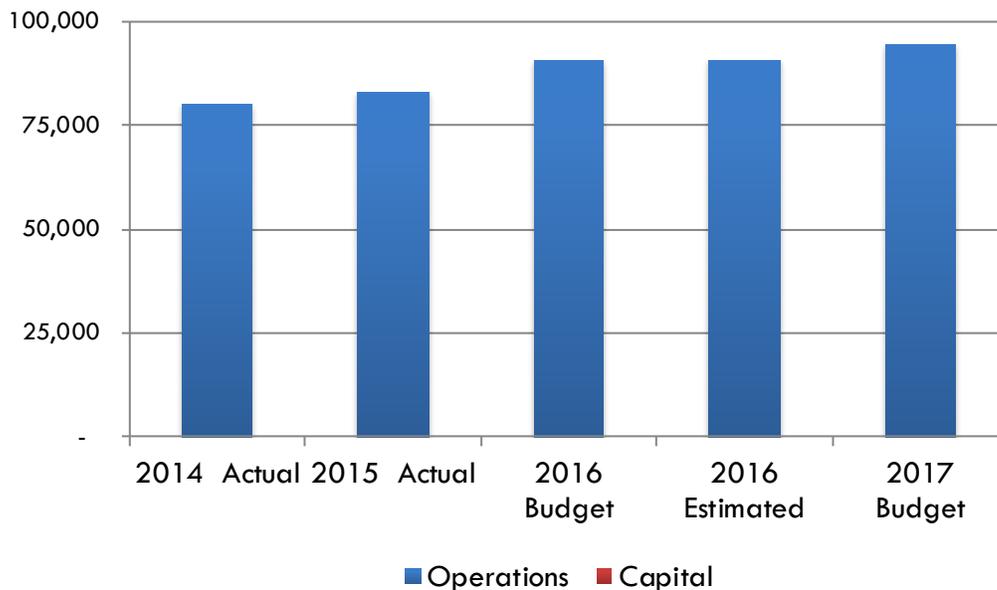
# Administration Department

## City Clerk

<b>EXPENDITURES</b>	2014	2015	2016	2016	2017	% Chg.
	Actual	Actual	Budget	Estimated	Budget	
Personnel Services, Salaries	\$ 50,833	\$ 54,164	\$ 55,325	\$ 55,325	\$ 59,550	8%
Personnel Services, Benefits	14,171	13,321	15,025	15,025	15,350	2%
Purchased Professional Services	400	170	750	750	750	0%
Purchased Property Services	-	27	250	250	250	0%
Other Purchased Services	11,837	12,699	14,850	14,850	14,850	0%
Supplies	2,984	2,752	4,350	4,350	3,850	-11%
Operating Expenses	\$ 80,225	\$ 83,133	\$ 90,550	\$ 90,550	\$ 94,600	4%
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 80,225</b>	<b>\$ 83,133</b>	<b>\$ 90,550</b>	<b>\$ 90,550</b>	<b>\$ 94,600</b>	<b>4%</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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### **2016 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
- Maintained and updated the public record retention schedules
- Updated the City's new website with official documents, agenda, packets, and other information on a timely basis
- Codified ordinances for Municipal Code
- Conducted regular municipal election

### **2017 Budget Highlights**

There are no significant changes to the 2017 Budget.

### **Goals and Objectives**

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

# Administration Department

## City Clerk

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-415-11-4111	Salaries, Administrative	43,026	46,105	46,300	46,300	51,500	11%
110-415-11-4120	Salaries, Part time	7,539	7,948	8,225	8,225	7,350	-11%
110-415-11-4130	Overtime	268	111	800	800	700	-13%
		50,833	54,164	55,325	55,325	59,550	8%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-415-11-4210	Health Insurance	7,800	6,545	8,000	8,000	8,100	1%
110-415-11-4220	FICA Payroll Expense	3,132	3,326	3,425	3,425	3,700	8%
110-415-11-4221	Medicare Payroll Expense	733	778	800	800	875	9%
110-415-11-4230	Retirement Contribution	2,254	2,416	2,500	2,500	2,350	-6%
110-415-11-4250	Unemployment Insurance	152	163	175	175	200	14%
110-415-11-4260	Workers Compensation Insurance	100	93	125	125	125	0%
		14,171	13,321	15,025	15,025	15,350	2%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-415-11-4310	Professional Development	400	170	750	750	750	0%
		400	170	750	750	750	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-415-11-4430	Service Contracts	-	27	250	250	250	0%
		-	27	250	250	250	0%
<b>OTHER PURCHASED SERVICES</b>							
110-415-11-4530	Telephone	22	24	-	-	-	0%
110-415-11-4550	Printing	260	-	750	750	750	0%
110-415-11-4552	City Link Newsletter	11,514	12,675	14,000	14,000	14,000	0%
110-415-11-4592	Recording Fees	41	-	100	100	100	0%
		11,837	12,699	14,850	14,850	14,850	0%
<b>SUPPLIES</b>							
110-415-11-4610	Office Supplies	1,234	1,152	2,500	2,500	2,000	-20%
110-415-11-4611	Postage	1,750	1,600	1,750	1,750	1,750	0%
110-415-11-4626	Gas and Oil	-	-	100	100	100	0%
		2,984	2,752	4,350	4,350	3,850	-11%
<b>CAPITAL</b>							
110-415-11-4743	Furniture and Equipment	-	-	-	-	-	0%
110-415-11-4744	Computer Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>		<b>80,225</b>	<b>83,133</b>	<b>90,550</b>	<b>90,550</b>	<b>94,600</b>	<b>4%</b>

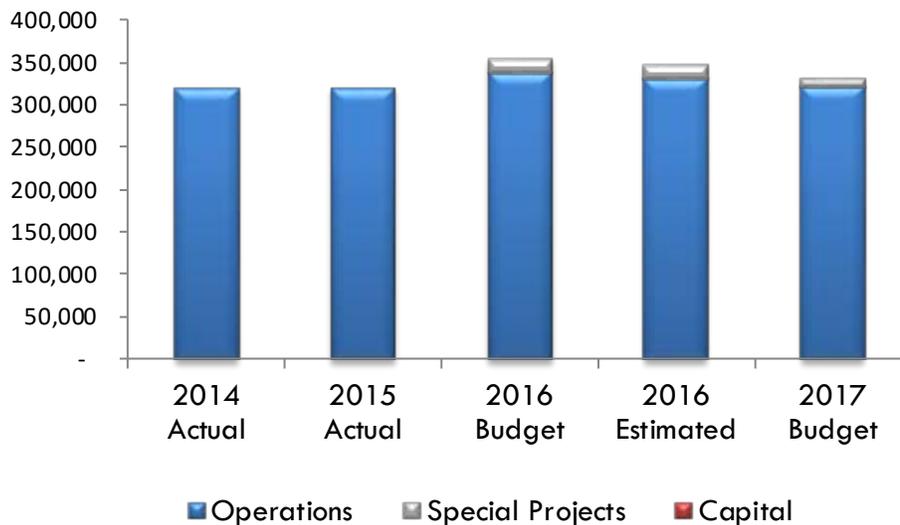
# Administration Department

## Finance

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 169,368	\$ 172,532	\$ 174,325	\$ 174,325	\$ 171,175	-2%
Personnel Services, Benefits	53,482	56,153	56,150	56,150	53,875	-4%
Purchased Professional Services	58,885	52,768	60,000	60,000	52,500	-13%
Purchased Property Services	14,640	14,418	23,000	17,000	19,000	-17%
Other Purchased Services	2,289	1,744	3,000	2,500	3,000	0%
Supplies	19,125	20,536	22,000	21,000	21,500	-2%
Operating Expenses	\$ 317,789	\$ 318,151	\$ 338,475	\$ 330,975	\$ 321,050	-5%
Capital	-	-	-	-	-	0%
Special Projects	-	-	15,000	15,000	10,000	-33%
<b>Total Expense</b>	<b>\$ 317,789</b>	<b>\$ 318,151</b>	<b>\$ 353,475</b>	<b>\$ 345,975</b>	<b>\$ 331,050</b>	<b>-6%</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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### **2016 Accomplishments**

- Prepared Financial Statements and received an unqualified audit report from the City's Auditing firm.
- Coordinated gathering of information for preparation of the 2017 Budget and prepared Budget Document.
- Data gathering and implementation of 1<sup>st</sup> year of Priority Based Budgeting
- 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.
- Solicited requests for auditing services for the City
- Implemented new Outside Agency Funding policy

### **2017 Budget Highlights**

- The City has been soliciting proposals for online payments for utility bills and expects to implement the online payment system in early 2017.
- Second year implementation of Priority Based Budgeting

### **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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-415-12-4111	Salaries, Administrative	156,749	159,698	161,150	161,150	159,050	-1%
110-415-12-4120	Salaries, Part time	11,758	12,571	12,050	12,050	11,075	-8%
110-415-12-4130	Overtime	861	263	1,125	1,125	1,050	-7%
		169,368	172,532	174,325	174,325	171,175	-2%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
110-415-12-4210	Health Insurance	32,606	34,873	34,100	34,100	32,600	-4%
110-415-12-4220	FICA Payroll Expense	10,135	10,329	10,800	10,800	10,650	-1%
110-415-12-4221	Medicare Payroll Expense	2,370	2,416	2,525	2,525	2,500	-1%
110-415-12-4230	Retirement Contribution	7,538	7,722	7,850	7,850	7,250	-8%
110-415-12-4250	Unemployment Insurance	508	518	525	525	525	0%
110-415-12-4260	Workers Comp Insurance	325	295	350	350	350	0%
		53,482	56,153	56,150	56,150	53,875	-4%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-415-12-4310	Professional Development	315	624	1,000	1,000	1,000	0%
110-415-12-4315	Audit Fees	33,808	31,639	35,000	35,000	27,000	-23%
110-415-12-4316	Bank & Credit Card Fees	17,717	15,961	17,500	17,500	18,000	3%
110-415-12-4317	Lock Off Fees	7,045	4,544	6,500	6,500	6,500	0%
		58,885	52,768	60,000	60,000	52,500	-13%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
110-415-12-4430	Service Contracts	14,640	14,418	23,000	17,000	19,000	-17%
		14,640	14,418	23,000	17,000	19,000	-17%
<b><u>OTHER PURCHASED SERVICES</u></b>							
110-415-12-4550	Printing	2,289	1,744	3,000	2,500	3,000	0%
		2,289	1,744	3,000	2,500	3,000	0%
<b><u>SUPPLIES</u></b>							
110-415-12-4610	Office Supplies	2,853	3,512	3,500	3,500	3,500	0%
110-415-12-4611	Postage	16,272	17,024	18,500	17,500	18,000	-3%
		19,125	20,536	22,000	21,000	21,500	-2%
<b><u>CAPITAL</u></b>							
110-415-12-4743	Furniture and Equipment	-	-	-	-	-	0%
110-415-12-4744	Computer Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b><u>SPECIAL PROJECTS</u></b>							
110-415-12-4824	Priority Based Budgeting	-	-	15,000	15,000	10,000	-33%
		-	-	15,000	15,000	10,000	-33%
<b>TOTAL EXPENDITURES</b>		<b>317,789</b>	<b>318,151</b>	<b>353,475</b>	<b>345,975</b>	<b>331,050</b>	<b>-6%</b>

# Administration Department

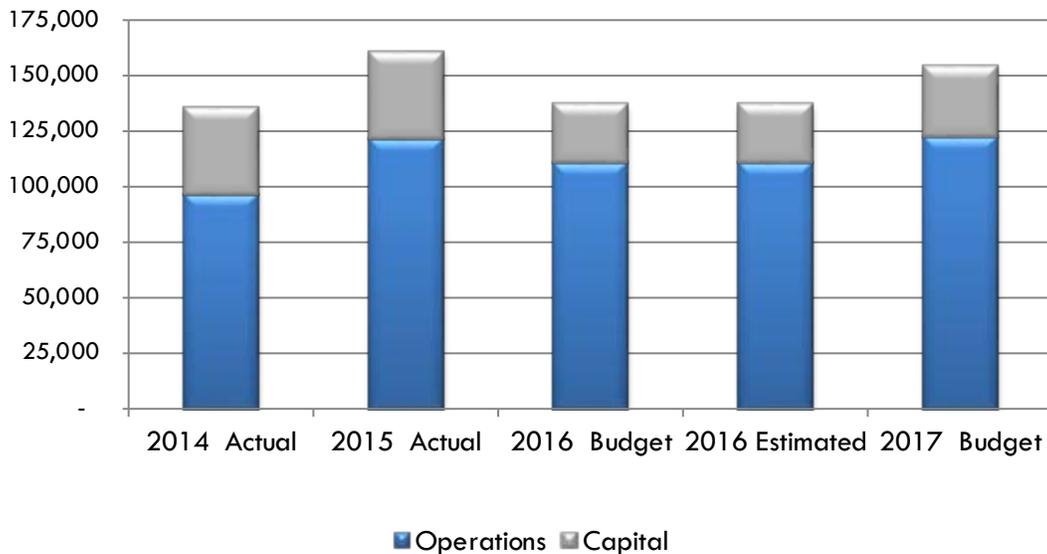
## Information Technology Services

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<b>EXPENDITURES</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Personnel Services, Benefits	-	-	-	-	-	0%
Purchased Professional Services	-	15,450	-	-	-	0%
Purchased Property Services	57,570	63,720	69,750	69,750	75,650	8%
Other Purchased Services	12,372	10,577	12,900	12,900	13,500	5%
Supplies	26,017	31,771	27,500	27,500	33,000	20%
Operating Expenses	\$ 95,959	\$ 121,518	\$ 110,150	\$ 110,150	\$ 122,150	11%
Capital	39,780	39,345	26,700	26,700	31,600	18%
<b>Total Expense</b>	<b>\$ 135,739</b>	<b>\$ 160,863</b>	<b>\$ 136,850</b>	<b>\$ 136,850</b>	<b>\$ 153,750</b>	<b>12%</b>

The Information Technology department's mission for 2017 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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### **2016 Accomplishments**

- Upgraded Microsoft Office and purchase necessary licensing to ensure compliance
- Upgraded phone system software and gateway hardware to optimize the City's phone system and ensure connectivity for the PD
- Migrated secure remote access system from Mesa County to Fruita for PD mobile computers
- Improved wireless access in City buildings
- Upgraded server infrastructure to better support the number of servers and software applications we have running
- Improved security standards City wide to better meet compliance requirements for the Police Departments and the Courts CJIS standard
- Coordinated with Town of Palisade and Town of DeBeque to use our Netmotion server while they work to implement their own solution.
- Coordinated with Recreation Department to schedule RecTrac upgrade to the latest version.
- Refreshed 15 computers in various departments in the City
- Consolidated phone and internet services to a new fiber based service to save money and improve broadband to the city departments
- Installed private fiber connection to the City of Grand Junction to meet the needs of the Police Department

### **2017 Budget Highlights**

- Service agreements for IT services include a 13% increase for additional computers and servers being utilized by the City. Costs for IT Services, telephone and internet services are distributed among various funds (General Fund, Community Center Fund, and Sewer Fund).
- Capital equipment of \$31,600 includes the following:
  - Computer upgrades (7) - \$7,200
  - Software licensing - \$9,200
  - 1 Blade Server - \$6,000
  - 2 Switches (24 port and 48 port) - \$4,200
  - Undesignated computer equipment - \$5,000

# Administration Department Information Technology Services

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## Goals and objectives

Refresh server and network equipment proactively

Add 2 Factor Authentication for the PD to meet the requirements of CJIS

Continue to upgrade to Microsoft Office/Servers and purchase necessary licensing to ensure compliance

Expand wireless access in City buildings

Refresh 25 computers in various departments in the City

Conduct CJIS Compliance Testing to be better prepared for the CJIS audits, Find CJIS Problems before they happen, Improve Security City wide to make sure the City meets CJIS requirements and perform quarterly audits.

Refresh computers in police patrol cars

# Administration Department

## Information Technology Services

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 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%
		-	-	-	-	-	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%
		-	-	-	-	-	0%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-415-13-4310	Professional Development	-	-	-	-	-	0%
110-415-13-4338	Website Development	-	15,450	-	-	-	0%
		-	15,450	-	-	-	0%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
110-415-13-4430	Service Contracts	57,570	63,720	69,750	69,750	75,650	8%
		57,570	63,720	69,750	69,750	75,650	8%
<b><u>OTHER PURCHASED SERVICES</u></b>							
110-415-13-4530	Telephone and Internet	12,372	10,577	12,900	12,900	13,500	5%
		12,372	10,577	12,900	12,900	13,500	5%
<b><u>SUPPLIES</u></b>							
110-415-13-4610	Office Supplies	-	-	-	-	-	0%
110-415-13-4612	Supplies and equipment	26,017	31,771	27,500	27,500	33,000	20%
		26,017	31,771	27,500	27,500	33,000	20%
<b><u>CAPITAL</u></b>							
110-415-13-4743	Furniture and Equipment	-	-	-	-	-	0%
110-415-13-4744	Computer Equipment	39,780	39,345	26,700	26,700	31,600	18%
		39,780	39,345	26,700	26,700	31,600	18%
<b>TOTAL EXPENDITURES</b>		<b>135,739</b>	<b>160,863</b>	<b>136,850</b>	<b>136,850</b>	<b>153,750</b>	<b>12%</b>

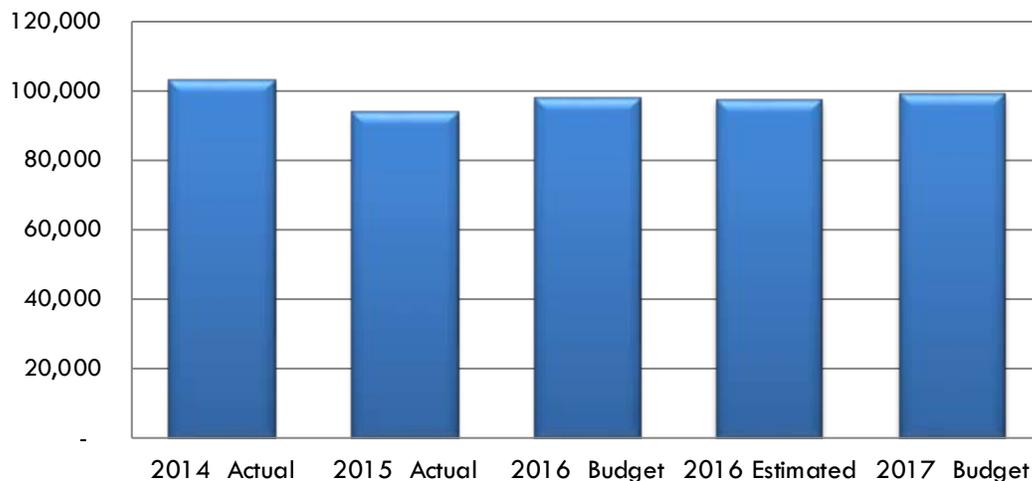
# Administration Department

## Human Resources

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 55,111	\$ 56,039	\$ 55,950	\$ 55,950	\$ 57,325	2%
Personnel Services, Benefits	17,737	16,591	20,925	20,425	20,825	0%
Purchased Professional Services	29,529	19,779	19,925	19,925	20,250	2%
Other Purchased Services	15	16	-	-	-	0%
Supplies	672	1,000	1,025	1,025	700	-32%
Operating Expenses	\$ 103,064	\$ 93,425	\$ 97,825	\$ 97,325	\$ 99,100	1%
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 103,064</b>	<b>\$ 93,425</b>	<b>\$ 97,825</b>	<b>\$ 97,325</b>	<b>\$ 99,100</b>	<b>1%</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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### 2016 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.

Successfully recruited and filled several full-time, part-time and variable hour vacancies. This is a combination of 4 full-time and 3 part-time positions vacated due to turnover which included a Police Officer (full-time), Recreation Supervisor (full-time), Parks Maintenance Worker (full-time), Maintenance Worker- Public Works (full-time), Administrative Clerk/Administration (part-time), Mechanic (part-time), Municipal Court Clerk (part-time), 5 Public Works and 5 Parks & Recreation seasonal and/or part-time employees. In addition, several variable hour and seasonal positions at the Fruita Community Center were filled as needed.

Completed the process for submitting the 1095C Forms to the IRS in order to achieve compliance with the Affordable Care Act. 2016 was the first year that this submittal was required.

Added voluntary vision insurance to the City's suite of benefits. Vision coverage has been a sought after benefit with City employees.

A human resource priority is to maintain sustained efforts to ensure that staffing levels, promotional opportunities, and compensation are adequate to recruit and retain qualified employees.

### 2017 Budget Highlights

There are no significant changes in the 2017 Budget.

### Goals and Objectives

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

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. In addition, requirements will continue to be monitored and implemented in accordance with Healthcare Reform (Affordable Care Act).

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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-415-15-4111	Salaries, Administrative	55,111	56,039	55,950	55,950	57,325	2%
110-415-15-4130	Overtime	-	-	-	-	-	0%
		55,111	56,039	55,950	55,950	57,325	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-415-15-4210	Health Insurance	8,977	7,818	11,300	11,300	11,000	-3%
110-415-15-4220	FICA Payroll Expense	3,276	3,396	3,475	3,475	3,575	3%
110-415-15-4221	Medicare Payroll Expense	766	794	825	825	850	3%
110-415-15-4230	Retirement Contribution	2,630	2,522	2,525	2,525	2,600	3%
110-415-15-4250	Unemployment Insurance	165	168	175	175	175	0%
110-415-15-4260	Workers Comp Insurance	100	95	125	125	125	0%
110-415-15-4290	Employee Assistance Programs	1,823	1,798	2,500	2,000	2,500	0%
		17,737	16,591	20,925	20,425	20,825	0%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-415-15-4310	Professional Development	494	508	650	650	650	0%
110-415-15-4311	Appreciation Programs	7,831	8,470	8,500	8,500	8,500	0%
110-415-15-4312	Flex Benefit Administration Fee	2,345	2,511	3,100	3,100	3,100	0%
110-415-15-4330	Legal Services	-	-	-	-	-	0%
110-415-15-4345	Recruitment	18,859	8,290	7,675	7,675	8,000	4%
		29,529	19,779	19,925	19,925	20,250	2%
<b>OTHER PURCHASED SERVICES</b>							
110-415-15-4530	Telephone	15	16	-	-	-	0%
		15	16	-	-	-	0%
<b>SUPPLIES</b>							
110-415-15-4610	Office Supplies	672	1,000	1,025	1,025	700	-32%
		672	1,000	1,025	1,025	700	-32%
<b>CAPITAL</b>							
110-415-15-4744	Computer Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>		<b>103,064</b>	<b>93,425</b>	<b>97,825</b>	<b>97,325</b>	<b>99,100</b>	<b>1%</b>

# Community Development Department

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# Community Development Department

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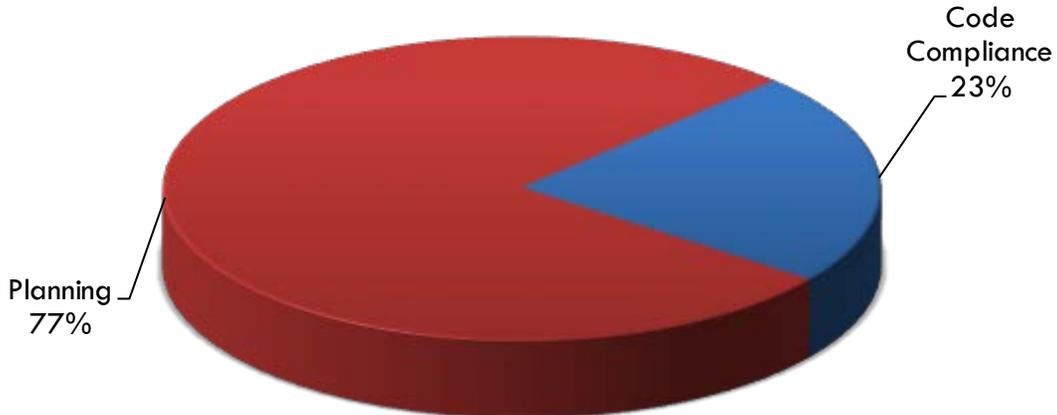
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# Community Development Department

<b>Expenses by Program</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
Code Compliance	\$ 37,290	\$ 54,014	\$ 57,650	\$ 57,650	\$ 59,325	3%
Planning and Zoning	178,698	186,108	203,625	202,625	200,725	-1%
Operating Expense	\$ 215,988	\$ 240,122	\$ 261,275	\$ 260,275	\$ 260,050	0%
Capital	-	-	-	-	-	0%
Special Projects	2,143	2,813	10,000	10,000	-	-100%
<b>Total Expense</b>	<b>\$ 218,131</b>	<b>\$ 242,935</b>	<b>\$ 271,275</b>	<b>\$ 270,275</b>	<b>\$ 260,050</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.

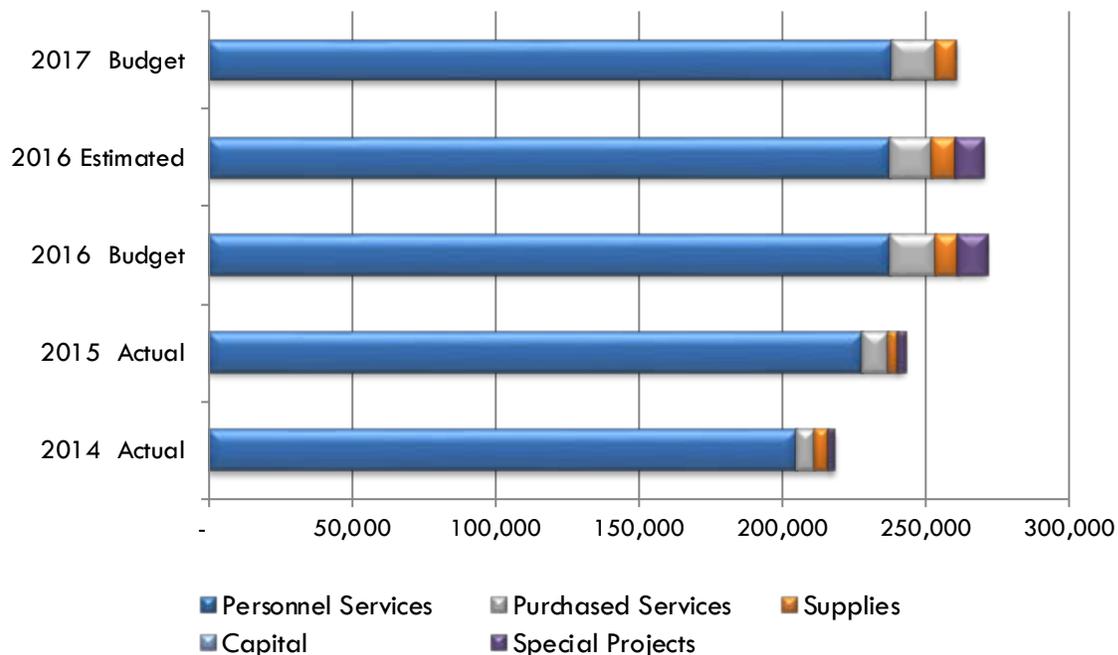
## Community Development Programs



# Community Development Department

<b>Expenses by Type</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
Personnel Services, Salaries	\$ 145,932	\$ 157,382	\$ 161,375	\$ 161,375	\$ 163,775	1%
Personnel Services, Benefits	58,550	70,331	75,750	75,750	74,250	-2%
Purchased Professional Services	597	1,808	2,850	2,850	2,500	-12%
Purchased Property Services	3,400	4,417	4,725	4,725	4,825	2%
Other Purchased Services	2,814	2,746	8,300	7,300	7,800	-6%
Supplies	4,696	3,437	8,275	8,275	6,900	-17%
Operating Expense	\$ 215,989	\$ 240,121	\$ 261,275	\$ 260,275	\$ 260,050	0%
Capital	-	-	-	-	-	0%
Special Projects	2,143	2,813	10,000	10,000	-	-100%
<b>Total Expense</b>	<b>\$ 218,132</b>	<b>\$ 242,934</b>	<b>\$ 271,275</b>	<b>\$ 270,275</b>	<b>\$ 260,050</b>	<b>-4%</b>

## Budget History



## Factors Affecting Expenses

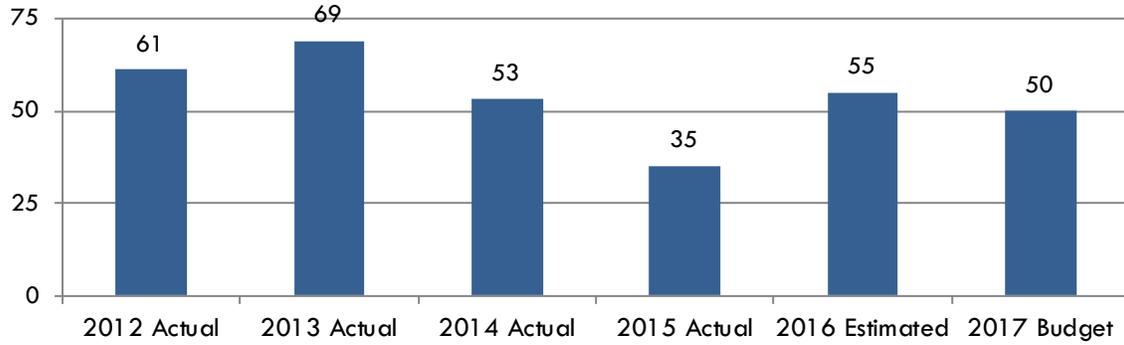
Overall expenses of the Community Development Department are budgeted to decrease 4% from the amount budgeted in 2016. This decrease is related to the completion of the Special Project for the Sewer Lagoon conceptual development plan in 2016.

The following chart shows the number of permits issued for new residential construction in the City of Fruita since 2012.

# Community Development Department

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New Residential Construction Permits



## Personnel

There are no changes in the staffing of the Community Development Department in 2017.

<b>FULL TIME</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Community Development	1	1	1	1
Administrative Technician	1	1	1	1
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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>						
4111 Salaries, Administrative	145,478	156,994	160,400	160,400	163,375	2%
4130 Overtime	454	388	975	975	400	-59%
	145,932	157,382	161,375	161,375	163,775	1%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>						
4210 Health Insurance	40,224	50,487	54,775	54,775	53,000	-3%
4220 FICA Payroll Expense	8,686	9,482	10,025	10,025	10,175	1%
4221 Medicare Payroll Expense	2,031	2,217	2,350	2,350	2,400	2%
4230 Retirement Contribution	6,546	7,065	7,275	7,275	7,400	2%
4250 Unemployment Insurance	438	472	500	500	500	0%
4260 Workers Compensation Insurance	625	608	825	825	775	-6%
	58,550	70,331	75,750	75,750	74,250	-2%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>						
4310 Professional Development	597	1,808	2,850	2,850	2,500	-12%
	597	1,808	2,850	2,850	2,500	-12%
<b><u>PURCHASED PROPERTY SERVICES</u></b>						
4430 Service Contracts	2,400	2,242	2,550	2,550	2,550	0%
4435 Fleet Maintenance Charges	1,000	2,175	2,175	2,175	2,275	5%
	3,400	4,417	4,725	4,725	4,825	2%
<b><u>OTHER PURCHASED SERVICES</u></b>						
4530 Telephone	315	315	300	300	300	0%
4546 Property Clean Up	1,548	462	4,000	4,000	4,000	0%
4550 Printing	69	-	500	500	500	0%
4551 Publishing	589	1,289	2,750	1,750	2,250	-18%
4592 Recording Fees	293	680	750	750	750	0%
	2,814	2,746	8,300	7,300	7,800	-6%
<b><u>SUPPLIES</u></b>						
4610 Office Supplies	1,370	1,101	3,300	3,300	3,000	-9%
4611 Postage	2,450	1,450	2,900	2,900	1,900	-34%
4612 Supplies and Equipment	76	109	750	750	675	-10%
4626 Fuel	523	567	400	400	400	0%
4642 Signs	-	-	625	625	625	0%
4661 Uniforms and Safety Equipment	277	210	300	300	300	0%
	4,696	3,437	8,275	8,275	6,900	-17%
<b><u>CAPITAL</u></b>						
4744 Computer Equipment	-	-	-	-	-	0%
	-	-	-	-	-	0%
<b><u>SPECIAL PROJECTS</u></b>						
4820 Economic Development	-	1,313	-	-	-	0%
4821 Downtown Development	2,143	-	-	-	-	0%
4825 Lagoon Property Plan	-	1,500	10,000	10,000	-	-100%
	2,143	2,813	10,000	10,000	-	-100%
<b>TOTAL COMMUNITY DEVELOPMENT EXP</b>	<b>218,132</b>	<b>242,934</b>	<b>271,275</b>	<b>270,275</b>	<b>260,050</b>	<b>-4%</b>

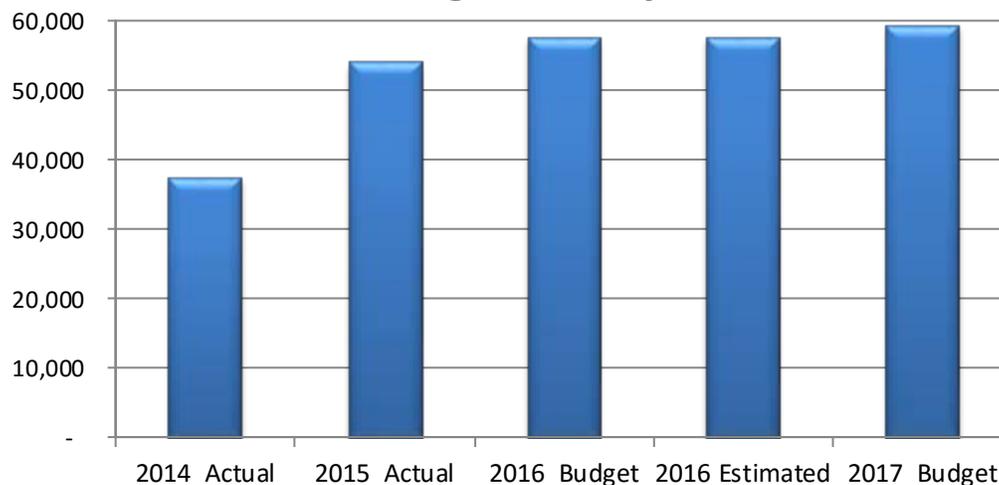
# Community Development Department

## Code Compliance

<b>EXPENDITURES</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
Personnel Services, Salaries	\$ 22,199	\$ 31,536	\$ 30,925	\$ 30,925	\$ 32,475	5%
Personnel Services, Benefits	10,606	16,929	17,000	17,000	17,750	4%
Purchased Professional Services	114	588	850	850	500	-41%
Purchased Property Services	1,000	2,175	2,175	2,175	2,275	5%
Other Purchased Services	1,848	1,477	5,050	5,050	5,050	0%
Supplies	1,523	1,309	1,650	1,650	1,275	-23%
Operating Expense	\$ 37,290	\$ 54,014	\$ 57,650	\$ 57,650	\$ 59,325	3%
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 37,290</b>	<b>\$ 54,014</b>	<b>\$ 57,650</b>	<b>\$ 57,650</b>	<b>\$ 59,325</b>	<b>3%</b>

The goal of the Code Compliance 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 Compliance Program relies on complaints and pro-active observation in identifying areas in violation. Code Compliance 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 Compliance

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### 2016 Accomplishments

This program's name was changed from Code Enforcement to Code Compliance and included an informal change to the Officer's title to Code Compliance Officer (CCO). This change was made to better reflect the intent of how the program now operates, which is to work more collaboratively with members of the community to resolve Code violations.

The Community Outreach Program (COP) has continued to help not just residential community members but also has been extended to helping a local business, The Fruita Thrift Shop, which is operated solely by elderly adult volunteers. The Fruita Thrift Shop is a second hand store that received donated clothing and items and the funds from their sales go back out to our local community. Because the City of Fruita has received funds from them in the past the CCO started helping them take worn out items, including E-waste, to the Mesa County Landfill or to other locations for recycling. As a result of this partnership and their desire to pay their own expenses, The Fruita Thrift Shop made a donation to the City of Fruita to help pay for their cleanup expenses and the cleanup expenses of people in our Fruita community that need help.

The CCO also partnered with the School Resource Officers (SRO) with Fruita Police Department (FPD) in cleaning up "The Forrest". The Forrest is School District 51 property near the high school where kids have been known to congregate to do illegal activity. With permission from School District 51 and the help from Mesa County Partners, the SRO's and the CCO, the trees in this area were trimmed up and thinned out so the SRO's and School Staff could see who was in this area. This project will be completed before snow falls.

After working with a low income family on cleaning up their property, and with the help of a local real estate agent and two business owners, the family decided to move to a home that was much more livable and easier to maintain than the home they were in through a property exchange deal. The real estate agent worked with the business owners and the homeowner to exchange their old home for their newer home. It was a win-win exchange for the homeowners, the business owners and the community as a whole because the old home needed expensive repairs and cleaned up, is a very visible property in the downtown business area and a prime location for commercial development.

The CCO is currently helping another elderly property owner clean up their property at a very visible site on Hwy 6&50. Working with this elderly owner and with permission from them, the CCO has helped the property owner sell non-running vehicles, parts, equipment and a running vehicle the owner no longer needs. The owner received money from recycled metal taken for them. Trash, junk and 43 tires were also removed from the property.

The above cases worked by the CCO are just two examples of how successful the Community Outreach Program has been in resolving long standing problems and has been proactive in helping avoid the creation of new code compliance problems in the future.

In spite of these efforts, the CCO did have to resort to taking a property owner to court on one cleanup case so far this year. With successful prosecution of the case, the defendant decided to clean up the property on his own without help from the CCO and did so within the time allotted by the courts. The CCO is currently attempting to get another property owner to agree to cut their weeds and remove additional tires before taking the next step which would be court.

# Community Development Department

## Code Compliance

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The CCO hosted a Homeowner's Association (HOA) training seminar for HOA board members. Speakers included an Officer from FPD and FPD's Animal Control Officer. Topics discussed included animal control issues, traffic and parking, RV parking, weeds, junk, graffiti, permit process, home occupation businesses, signs, sidewalk issues, marijuana update and suggestions on conflict resolution. Lesson learned this year was we needed more time based on questions asked and next year; the CCO wants to involve more of the community not just HOA areas.

Person-to-person contact when code violations are investigated is still the best practice used by the CCO. This type of contact has helped set a completion date with the tenant/owner on when they can bring their property into compliance. When no one is home or if the property is vacant, a bright orange door violation notice is left hanging on the front door. This lets those in the neighborhood know their issues with the property are being addressed and has resulted in the owner/tenant calling back to work out steps on how to resolve the issues. So far these processes are working. It has been instrumental in identifying and developing contact information with those owners/tenants that may need to be contacted again.

Last August the CCO took a more aggressive approach in dealing with compliance issues involving vacant lots and residences where no owner contact information can be found or the owner does not live in the area. Compliance started with a violation letter sent via certified return receipt and regular mail at the same time. This change in some cases has reduced the amount of time needed to take care of compliance issues.

The curriculum for the Basic Code Enforcement Certification from the Colorado Association of Code Enforcement Officials (CACEO) was reviewed and based on the CCO's 33 years of law enforcement training a decision was made to not attend this code enforcement training. The CCO did ask the CACEO board if the basic class could be challenged so the CCO could attend the Advance Certification Training. The CACEO board's policy requires an officer to attend the basic training before they can attend the advanced training.

From September 1, 2015 – December 31, 2015, 70 Code violations were investigated. Between January 1, 2016 and August 31, 2016, there were 186 Code violation cases investigated.

### **2017 Budget Highlights**

Professional Development. The reduced amounts of funds in the account are for the CCO to attend local and/or State training that may come up throughout the year.

Office Supplies. This account was reduced to zero based on past history of only spending an average of \$100.00 the past three years which can be absorbed in the Community Development Department budget.

Supplies and Equipment. This account was reduced based on past history of funds spent.

Telephone: Reimbursement to the CEO for using his personal cell phone for work.

Property clean up: An additional \$1,000.00 was obtained from The Fruita Thrift Shop to assist with

# Community Development Department

## Code Compliance

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paying their clean up expenses and of those community members needing financial help. There is no guarantee these additional funds will be obtained again in 2017.

There has been discussion of replacing the 2003 Ford Crown Victoria with another newer vehicle; one option being a truck with low miles transferred from Public Works.

### **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. Identify and establish additional resources other than ones used in the past.

Expand the training provided to HOA's to other community members by advertising the training via the City of Fruita's website and flyers posted at local businesses.

Provide help and expertise wherever and whenever possible.

Continue to assist the Planning Technician in the review/inspection stages of developments and with planning clearances.

Continue to maintain or improve upon the relationship between the Code Compliance Program, volunteers, charitable organizations, and community service groups like Partner's, in order to help clean up properties for citizens without resources to resolve code violations.

Continue to attend local training on weed management and how best to control them.

Attend local training pertaining to plant and tree identification.

Continue to review and update the Code Compliance policy and procedure manual.

Review and update the Code Compliance Enforcement chart to reflect more on what is done out of this unit that should be tracked.

# Community Development Department

## Code Compliance

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-419-16-4111	Salaries, Administrative	21,990	31,536	30,075	30,075	32,475	8%
110-419-16-4125	Contract Labor	-	-	-	-	-	0%
110-419-16-4130	Overtime	209	-	850	850	-	-100%
		22,199	31,536	30,925	30,925	32,475	5%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-419-16-4210	Health Insurance	7,568	12,690	12,775	12,775	13,250	4%
110-419-16-4220	FICA Payroll Expense	1,342	1,900	1,900	1,900	2,025	7%
110-419-16-4221	Medicare Payroll Expense	314	444	450	450	475	6%
110-419-16-4230	Retirement Contribution	990	1,419	1,375	1,375	1,475	7%
110-419-16-4250	Unemployment Insurance	67	95	100	100	100	0%
110-419-16-4260	Workers Compensation Insurance	325	381	400	400	425	6%
		10,606	16,929	17,000	17,000	17,750	4%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-419-16-4310	Professional Development	114	588	850	850	500	-41%
		114	588	850	850	500	-41%
<b>PURCHASED PROPERTY SERVICES</b>							
110-419-16-4435	Fleet Maintenance Charges	1,000	2,175	2,175	2,175	2,275	5%
		1,000	2,175	2,175	2,175	2,275	5%
<b>OTHER PURCHASED SERVICES</b>							
110-419-16-4530	Telephone	300	300	300	300	300	0%
110-419-16-4546	Property Clean Up	1,548	462	4,000	4,000	4,000	0%
110-419-16-4551	Publishing	-	715	750	750	750	0%
		1,848	1,477	5,050	5,050	5,050	0%
<b>SUPPLIES</b>							
110-419-16-4610	Office Supplies	197	73	300	300	-	-100%
110-419-16-4611	Postage	450	350	400	400	400	0%
110-419-16-4612	Supplies and Equipment	76	109	250	250	175	-30%
110-419-16-4626	Fuel	523	567	400	400	400	0%
110-419-16-4661	Uniforms and Safety Equipment	277	210	300	300	300	0%
		1,523	1,309	1,650	1,650	1,275	-23%
<b>CAPITAL</b>							
110-419-16-4744	Computer Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL CODE ENFORCEMENT EXPENSE</b>		<b>37,290</b>	<b>54,014</b>	<b>57,650</b>	<b>57,650</b>	<b>59,325</b>	<b>3%</b>

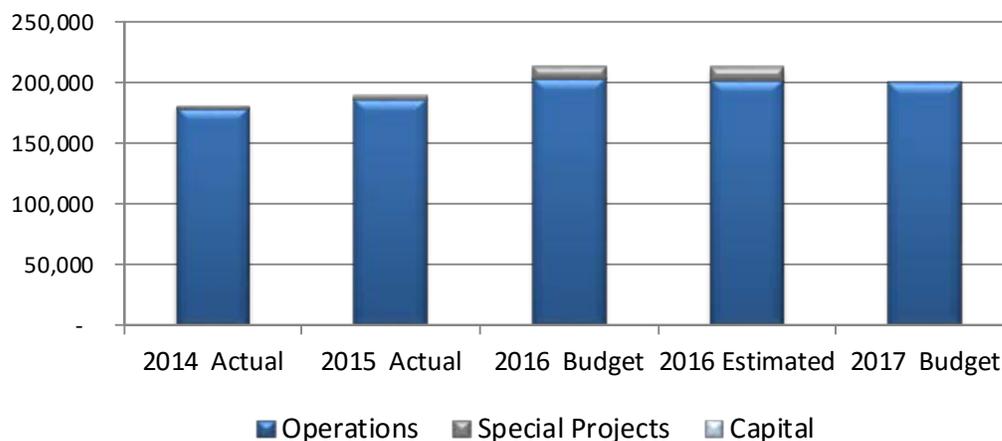
# Community Development Department

## Current and Long Range Planning

<b>EXPENDITURES</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
Personnel Services, Salaries	\$ 123,733	\$ 125,846	\$ 130,450	\$ 130,450	\$ 131,300	1%
Personnel Services, Benefits	47,944	53,402	58,750	58,750	56,500	-4%
Purchased Professional Services	483	1,220	2,000	2,000	2,000	0%
Purchased Property Services	2,400	2,242	2,550	2,550	2,550	0%
Other Purchased Services	966	1,270	3,250	2,250	2,750	-15%
Supplies	3,172	2,128	6,625	6,625	5,625	-15%
Operating Expense	\$ 178,698	\$ 186,108	\$ 203,625	\$ 202,625	\$ 200,725	-1%
Capital	-	-	-	-	-	0%
Special Projects	2,143	2,813	10,000	10,000	-	-100%
<b>Total Expense</b>	<b>\$ 180,841</b>	<b>\$ 188,921</b>	<b>\$ 213,625</b>	<b>\$ 212,625</b>	<b>\$ 200,725</b>	<b>-6%</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 requiring 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, and the Historic Preservation 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, Enterprise Zone Committee, and other special projects.

### Budget History



# Community Development Department

## Current and Long Range Planning

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### 2016 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. Staff also provides comments to Mesa County on developments within three miles of the Fruita city limits.

The department currently processes a 5-year average of approximately 339 Planning Clearance permits per year with an average of approximately 52 being new single family residential permits. Only 35 new single family residential permits were issued in 2015, but over 50 single family residential permits were issued as of October 1, 2016. At any given time, staff is typically processing or monitoring approximately 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, a few new commercial developments were underway, completed, or in the planning stages in 2016. Dairy Queen, O'Reilly Auto Parts, and Subway Sandwiches opened for business in Fruita in 2016. US Tractor also broke ground for a new agricultural equipment sales and repair business.

There were a few commercial remodels including one to accommodate the new Kannah Creek Brewing Company business in the Kokopelli shopping area and another that remodeled a house in the downtown area for Bestslope Coffee.

No less than nine vacation rentals were approved in residential zones in 2016, which is twice as many as had been proposed/approved since 2009.

Regarding new residential subdivision development, two additional phases of the Brandon Estates subdivisions and one additional phase of the Village at Country Creek were constructed in 2016 with house construction and sales well under way before the end of the year. Preliminary Plans for two subdivision developments were approved in 2016, Adobe View North and Aspen Village, which together will create approximately 55 additional single family residential lots. Both of these developments require annexation into the Fruita city limits, and these are the only annexations expected to be accomplished before the end of 2016.

# Community Development Department

## Current and Long Range Planning

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Staff has been discussing development issues with various individuals pursuing potential development opportunities in various parts of the city. The department continued working with the owners/developers of industrial lands in the Fruita Greenway Business Park area. Approval of a Minor Subdivision to split some of the lots to create more variety of lot sizes was accomplished in 2016. Staff is continuing to work with all property owners in this industrial area to help with on-going annexation and development plans, including design and construction of a portion of the Colorado Riverfront Trail along the southern edge of this industrial area.

The Historic Preservation Board organized the 4<sup>th</sup> annual History Fair, basically a one-day local history museum. The Historic Preservation Board is continuing to conduct a reconnaissance cultural resource survey to help identify structures and areas that reflect Fruita's unique cultural identity. These activities are intended to help Fruita improve and enhance its unique and small town atmosphere.

Staff continues to maintain excellent customer service while improving the processing procedures for land development applications and public information documents. One major change in 2016 has been the requirement that major land development applications (such as Preliminary Plans and Conditional Use Permits) be submitted electronically. The submitted information is then posted on the city's website for the public to review as well as review agencies to provide comments as part of the land development review process. An added benefit is that the amount of money budgeted for postage has substantially decreased, along with a decrease in related office supplies. 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 including 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 documents are the major tools used to implement the city's Master Plan. Changes to the regulations regarding signs was a hot topic for the first part of the year with a major amendment approved to allow off-premise portable sandwich board type signs in front of businesses on public property. This is very popular with the businesses in the heart of downtown. Many amendments were made to Chapter 7 of the Land Use Code to clarify requirements. Some of the more significant changes were made to the supplemental zoning standards of this Chapter regarding storage of recreational vehicles and junk vehicles, fences, and new outdoor lighting. The Tourist Commercial and River Corridor zones were removed from the Code and a major effort was made to try to again resolve issues created with industrial land uses in close proximity to residential uses in the Downtown Mixed Use zone.

### **Support**

In addition to staff support to the Planning Commission, Historic Preservation Board, and Board of Adjustment, staff also works with the Mesa County Enterprise Zone Committee, Addressing Committee, Mesa County Air Quality Planning Committee, and others. This year staff also is worked with Mesa County and Grand Junction on a county-wide wireless master plan and a housing needs study. Staff is evaluating the results of these efforts which could result in amendments to the City's Master Plan and/or Land Use Code.

# Community Development Department

## Current and Long Range Planning

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The Community Development Department also helps other city staff with coordinating/resolving traffic concerns, economic development efforts, grant writing, etc.

### **2017 Budget Highlights**

There are no significant changes in the 2017 Budget.

### **Goals and Objectives**

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 and the Greenway Business Park area.

Work to improve use of technology, especially GIS and social media, and continuing improvements to the City's website.

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.

Explore opportunities to resolve the discrepancies between Fruita's long range plans and the County's long range plans for the area around Fruita.

# Community Development Department

## Current and Long Range Planning

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-419-17-4111	Salaries, Administrative	123,488	125,458	130,325	130,325	130,900	0%
110-419-17-4130	Overtime	245	388	125	125	400	220%
		123,733	125,846	130,450	130,450	131,300	1%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
110-419-17-4210	Health Insurance	32,656	37,797	42,000	42,000	39,750	-5%
110-419-17-4220	FICA Payroll Expense	7,343	7,582	8,125	8,125	8,150	0%
110-419-17-4221	Medicare Payroll Expense	1,717	1,773	1,900	1,900	1,925	1%
110-419-17-4230	Retirement Contribution	5,557	5,646	5,900	5,900	5,925	0%
110-419-17-4250	Unemployment Insurance	371	378	400	400	400	0%
110-419-17-4260	Workers Compensation Ins	300	226	425	425	350	-18%
		47,944	53,402	58,750	58,750	56,500	-4%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-419-17-4310	Professional Development	483	1,220	2,000	2,000	2,000	0%
		483	1,220	2,000	2,000	2,000	0%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
110-419-17-4430	Service Contracts	2,400	2,242	2,550	2,550	2,550	0%
		2,400	2,242	2,550	2,550	2,550	0%
<b><u>OTHER PURCHASED SERVICES</u></b>							
110-419-17-4530	Telephone	15	16	-	-	-	0%
110-419-17-4550	Printing	69	-	500	500	500	0%
110-419-17-4551	Publishing	589	574	2,000	1,000	1,500	-25%
110-419-17-4592	Recording Fees	293	680	750	750	750	0%
		966	1,270	3,250	2,250	2,750	-15%
<b><u>SUPPLIES</u></b>							
110-419-17-4610	Office Supplies	1,172	1,028	3,000	3,000	3,000	0%
110-419-17-4611	Postage	2,000	1,100	2,500	2,500	1,500	-40%
110-419-17-4612	Supplies and Equipment	-	-	500	500	500	0%
110-419-17-4642	Signs	-	-	625	625	625	0%
		3,172	2,128	6,625	6,625	5,625	-15%
<b><u>CAPITAL</u></b>							
110-419-17-4744	Computer Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b><u>SPECIAL PROJECTS</u></b>							
110-419-17-4820	Economic Development	-	1,313	-	-	-	0%
110-419-17-4821	Downtown Development	2,143	-	-	-	-	0%
110-419-17-4825	Lagoon Property Plan	-	1,500	10,000	10,000	-	-100%
		2,143	2,813	10,000	10,000	-	-100%
<b>TOTAL PLANNING AND ZONING EXPENSE</b>		<b>180,841</b>	<b>188,921</b>	<b>213,625</b>	<b>212,625</b>	<b>200,725</b>	<b>-6%</b>

# Public Safety Department

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# Public Safety Department

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# Public Safety Department

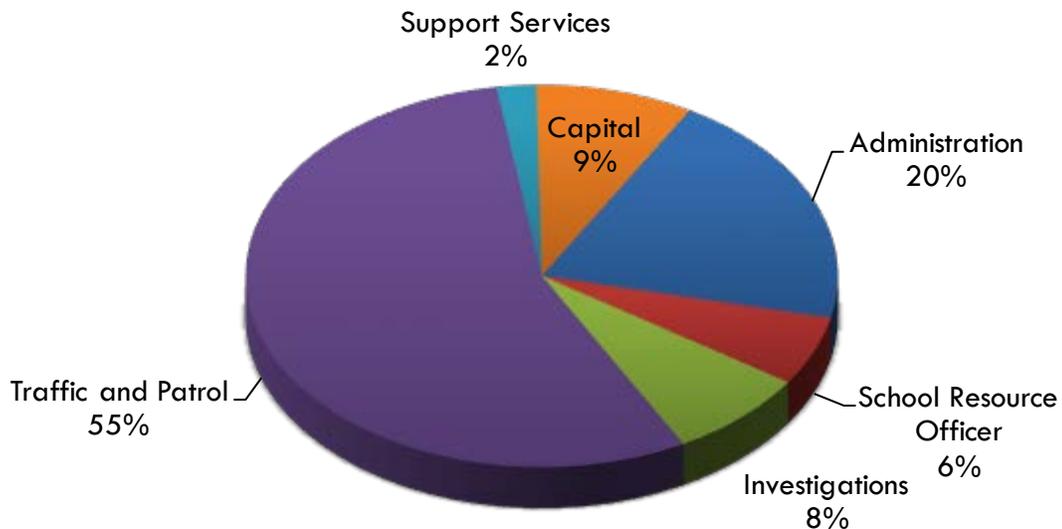
<b>Expenses by Program</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Administration	\$ 436,562	\$ 489,303	\$ 511,350	\$ 496,350	\$ 497,650	-3%
School Resource Officer	111,466	119,848	147,525	147,525	144,175	-2%
Investigations	92,719	185,732	193,575	193,575	189,075	-2%
Traffic and Patrol	1,272,977	1,240,515	1,314,600	1,313,400	1,365,625	4%
Support Services	54,270	42,709	56,125	56,125	53,350	-5%
Operating Expenses	\$1,967,994	\$2,078,107	\$2,223,175	\$2,206,975	\$2,249,875	1%
Capital	9,660	135,641	79,875	79,875	212,500	166%
<b>Total Expense</b>	<b>\$ 1,977,654</b>	<b>\$ 2,213,748</b>	<b>\$ 2,303,050</b>	<b>\$ 2,286,850</b>	<b>\$ 2,462,375</b>	<b>7%</b>

The Public Safety Department is responsible for all law enforcement services to the community. The mission of the Fruita Police Department is :

*Keeping our community safe, building relationships with citizens, and always doing the right things for the right reasons.*

The Police Department is comprised of 17 commissioned officers and 5 civilian (support) positions. The goal of the police department is to protect life and property, while preserving the quality of life and quality of place for which Fruita is known.

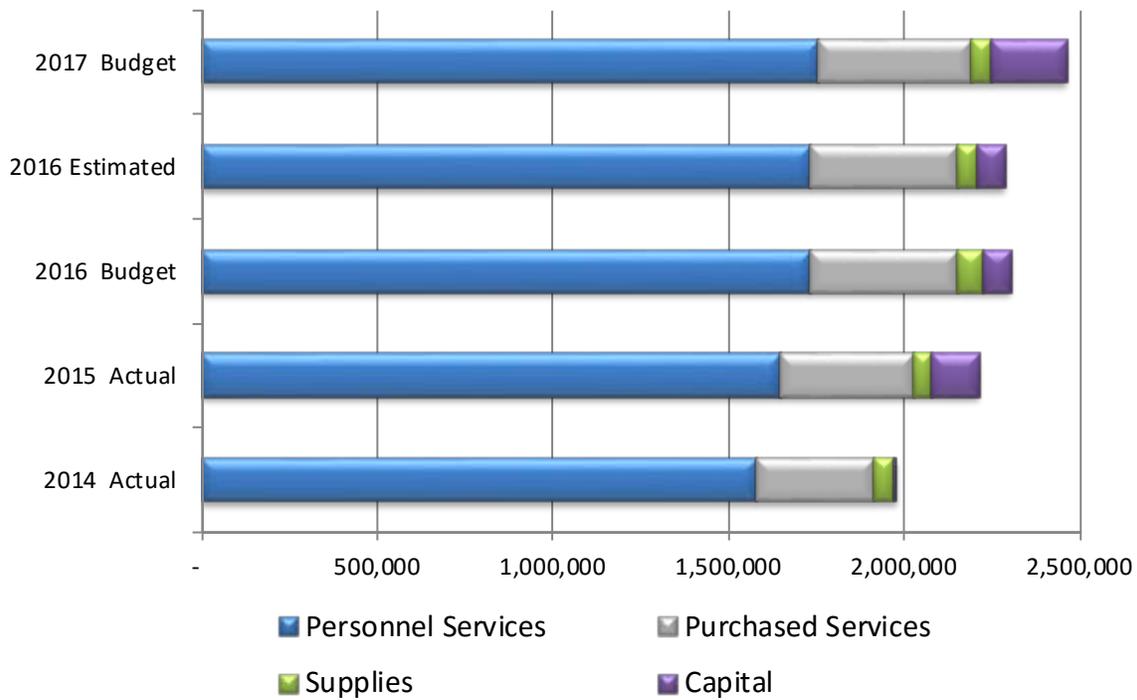
## Public Safety Department Programs



# Public Safety Department

<b>Expenses by Type</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$1,158,751	\$1,189,426	\$1,238,825	\$1,238,825	\$1,251,125	1%
Personnel Services, Benefits	419,189	456,396	494,125	494,875	507,450	3%
Purchased Professional Services	17,916	15,337	28,575	26,625	20,800	-27%
Purchased Property Services	53,089	81,954	85,725	85,725	85,800	0%
Other Purchased Services	263,272	282,067	303,525	303,525	324,100	7%
Supplies	55,777	52,927	72,400	57,400	60,600	-16%
Operating Expenses	\$1,967,994	\$2,078,107	\$2,223,175	\$2,206,975	\$2,249,875	1%
Capital	9,660	135,641	79,875	79,875	212,500	166%
<b>Total Expense</b>	<b>\$ 1,977,654</b>	<b>\$ 2,213,748</b>	<b>\$ 2,303,050</b>	<b>\$ 2,286,850</b>	<b>\$ 2,462,375</b>	<b>7%</b>

## Budget History



# Public Safety Department

The following statistics were reported to the Colorado Bureau of Investigation for 2011 through 2015.

REPORTED ARRESTS	2011		2012		2013		2014		2015	
	Adult	Juvenile	Adult	Juvenile	Adult	Juvenile	Adult	Juvenile	Adult	Juvenile
Murder Non Negligent	-	-	-	-	-	-	-	-	-	-
Forcible Rape	-	-	-	-	-	-	1	-	1	1
Robbery	1	-	1	-	-	-	1	2	1	1
Burglary	2	1	3	5	3	1	4	3	4	7
Larceny	13	21	30	30	20	14	15	17	22	15
Motor Vehicle Theft	-	2	1	1	4	-	1	1	-	2
Other Assaults	35	15	32	14	34	5	29	7	27	7
Arson	1	-	-	-	-	-	-	-	1	-
Forgery	5	-	-	-	-	-	-	-	-	-
Fraud	5	1	1	3	2	-	1	-	1	-
Embezzlement	-	-	-	-	-	-	-	-	-	-
Stolen Property	-	1	1	4	-	-	-	-	-	3
Vandalism	14	7	11	4	9	3	3	4	3	6
Weapons	2	-	-	1	3	-	4	2	3	2
Other sex offenses	1	-	-	1	-	-	1	-	-	-
Drug violations	4	15	14	12	6	32	16	32	22	25
Other family offenses	4	-	5	-	3	-	7	-	2	-
DUI	33	-	20	2	37	1	22	-	28	1
Liquor law violations	8	21	13	20	17	9	17	10	20	10
Drunkenness	-	-	-	-	-	-	-	-	-	-
Disorderly conduct	28	12	14	8	14	3	10	4	8	12
Vagrancy	-	-	2	-	-	-	-	-	-	-
All other offenses	102	45	84	26	72	22	74	20	76	21
Aggravated Assault	5	1	8	2	4	1	9	2	7	1
Curfew Violations	-	11	-	6	-	1	-	-	-	-
Runaways	-	21	-	-	-	-	-	-	-	-
<b>Total Number of Arrests</b>	<b>263</b>	<b>174</b>	<b>240</b>	<b>139</b>	<b>228</b>	<b>92</b>	<b>215</b>	<b>104</b>	<b>226</b>	<b>114</b>

# Public Safety Department

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REPORTED OFFENSES	2011	2012	2013	2014	2015
Murder/Manslaughter	-	-	-	-	1
Forcible Rape	8	1	11	3	4
Robbery	2	2	2	2	3
Assaults	108	85	63	65	64
Burglary	49	39	36	45	49
Larceny/Theft	203	197	158	164	167
Motor Vehicle Theft	17	14	10	9	6
Arson	4	1	2	4	4
<b>Total Number of Offenses</b>	<b>391</b>	<b>339</b>	<b>282</b>	<b>292</b>	<b>298</b>

## **Factors Affecting Expenses**

Overall expenses of the Public Safety Department of \$2.5 million are budgeted to increase 7% from the \$2.3 million budgeted in 2016.

The Communication Center (911 Dispatch) expenses are projected to increase 9% in 2017.

Capital equipment increase of 166% reflects changes in capital equipment needs. The 2017 Budget includes the following capital purchases.

- Mobile equipment includes the replacement of 4 patrol - \$188,500
- Computer equipment includes the replacement of 6 mobile data computers in patrol vehicles - \$24,000. This is in addition to the replacement of the mobile data computers in the 4 replacement vehicles that are included in mobile equipment.

# Public Safety Department

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## Personnel

<b>PART TIME</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Police Records Clerk	1	1	1	1
Police Officer (SRO)	1	0	0	0
Police Officer (Reserve)	1	1	1	1
Police Services Technician	1	2	2	2
<b>SUBTOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>FULL TIME</b>				
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	2	2	2
Police Officers and SRO	11	10	10	10
PST	1	0	0	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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
4111	Salaries, Civilian	90,958	66,686	67,725	67,725	70,000	3%
4112	Salaries, Officers	946,198	984,572	1,024,850	1,024,850	1,044,250	2%
4119	Salary Adjustments	-	-	-	-	-	N/A
4120	Salaries, Part Time	53,855	50,515	64,525	64,525	62,775	-3%
4125	Contract Labor	-	21,459	-	-	-	0%
4130	Overtime	67,740	66,194	81,725	81,725	74,100	-9%
		1,158,751	1,189,426	1,238,825	1,238,825	1,251,125	1%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
4210	Health Insurance	220,705	256,675	283,250	283,250	290,375	3%
4220	FICA Payroll Expense	7,446	7,058	8,225	8,225	8,275	1%
4221	Medicare Payroll Expense	16,481	16,614	18,000	18,000	18,200	1%
4222	FPPA Death & Disability Insura	10,274	10,499	12,675	12,675	13,400	6%
4230	Retirement Contribution	5,540	4,459	3,800	3,800	3,950	4%
4231	Police Pension Payroll Expense	120,978	122,942	128,150	128,150	130,575	2%
4250	Unemployment Insurance	3,476	3,504	3,750	3,750	3,800	1%
4260	Workers Compensation Insurance	34,289	34,645	36,275	37,025	38,875	7%
		419,189	456,396	494,125	494,875	507,450	3%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
4310	Professional Development	17,916	15,337	28,575	26,625	20,800	-27%
		17,916	15,337	28,575	26,625	20,800	-27%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
4430	Service Contracts	12,739	13,804	17,575	17,575	18,800	7%
4435	Fleet Maintenance Charges	40,350	68,150	68,150	68,150	67,000	-2%
		53,089	81,954	85,725	85,725	85,800	0%
<b><u>OTHER PURCHASED SERVICES</u></b>							
4530	Telephone and fiber	14,243	20,618	33,500	33,500	30,700	-8%
4535	Dispatch & Communication Ctr	246,459	257,138	264,225	264,225	287,600	9%
4540	Animal Control Services	2,570	4,311	5,800	5,800	5,800	0%
		263,272	282,067	303,525	303,525	324,100	7%
<b><u>SUPPLIES</u></b>							
4610	Office Supplies	6,567	6,921	7,000	7,000	6,000	-14%
4611	Postage	1,425	1,315	1,300	1,300	800	-38%
4612	Supplies and Tools	13,356	16,091	16,600	16,600	15,300	-8%
4615	Ammunition	2,498	2,859	4,000	4,000	4,000	0%
4626	Fuel	25,509	15,645	33,000	18,000	21,000	-36%
4661	Uniforms and Safety Equipment	6,422	10,096	10,500	10,500	13,500	29%
		55,777	52,927	72,400	57,400	60,600	-16%
<b><u>CAPITAL</u></b>							
4742	Mobile Equipment	-	129,720	53,500	53,500	188,500	252%
4743	Furniture and Equipment	4,060	5,921	6,375	6,375	-	-100%
4744	Computer Equipment	5,600	-	20,000	20,000	24,000	20%
		9,660	135,641	79,875	79,875	212,500	166%
<b>TOTAL PUBLIC SAFETY EXPENDITURES</b>		<b>1,977,654</b>	<b>2,213,748</b>	<b>2,303,050</b>	<b>2,286,850</b>	<b>2,462,375</b>	<b>7%</b>

# Public Safety Department Administration

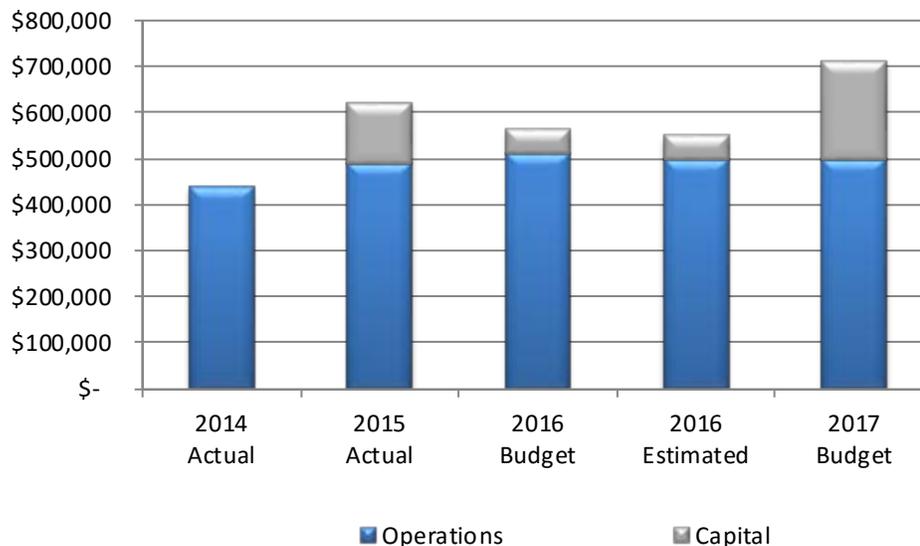
<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 243,001	\$ 264,595	\$ 247,775	\$ 247,775	\$ 253,250	2%
Personnel Services, Benefits	89,237	95,904	97,425	97,425	96,900	-1%
Purchased Professional Services	3,491	2,351	5,625	5,625	3,500	-38%
Purchased Property Services	53,089	81,954	85,725	85,725	85,500	0%
Other Purchased Services	14,243	20,618	33,500	33,500	30,700	-8%
Supplies	33,501	23,881	41,300	26,300	27,800	-33%
Operating Expenses	\$ 436,562	\$ 489,303	\$ 511,350	\$ 496,350	\$ 497,650	-3%
Capital	-	129,720	53,500	53,500	212,500	297%
<b>Total Expense</b>	<b>\$ 436,562</b>	<b>\$ 619,023</b>	<b>\$ 564,850</b>	<b>\$ 549,850</b>	<b>\$ 710,150</b>	<b>26%</b>

The Administrative Division is made up of the Chief of Police, the Lieutenant and the Records Division. This division is responsible for the overall command and operation of the police department, hiring and background investigations and all administrative functions. The Chief is responsible for the public safety budget. The Chief and Lieutenant are responsible for providing leadership, planning, and direction to the department as well as receiving feedback from department members and the citizens of Fruita.

Records administrative responsibilities include maintenance and distribution of criminal justice records according to statute, assisting the public with questions and calls for service, statistical reports and the overall management of the office.

The division is accountable to the citizens of Fruita, the City Manager, City Council, and the employees within the department.

## Budget History



# Public Safety Department

## Administration

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### 2016 Accomplishments

The Administrative division worked closely with other departments, agencies and organizations to accomplish goals and increase benefits to our citizens.

In 2016, there was a complete turnover of personnel in the Municipal Court. The Police Department was instrumental in filling the void with Court Clerk duties, thanks to one of our experienced records technicians. Our officers assisted with Bailiff/Security responsibilities as well and facilitated training the security employees contracted to take over that function.

A security assessment was completed regarding Municipal Court and training was provided to municipal court employees and the police department. Through an allocation from the Mesa County Forfeiture Board, surveillance cameras were purchased and installed in City Council chambers, which is also the venue for Municipal Court. Security cameras were installed around the exterior of the police department building as well. The cameras are an important tool for prevention and investigative purposes should the need arise.

Volunteers and interns provided over 95 hours of service to the police department and the citizens of Fruita. The volunteer program has allowed citizens and students to learn about law enforcement and various career opportunities, while providing a service to the community as well.

Police Department administration coordinated with Public Works, the Parks and Recreation Department and City Council in order to address the many problems which had developed at Enoch's Reservoir over the years. This project involved research, public input, media outreach, as well as staff coordination. A recommendation to restrict the area today use only was proposed and instituted. The recommendation will be re-evaluated in 2017.

Lieutenant Krouse was appointed to be a representative on the Governor's Mental Health Hold Task Force. This committee will be making recommendations regarding best practices for the temporary housing of people in crisis and/or with mental health concerns.

Cpl. Peck attended Evidence and Property Management training, one of the more critical areas of responsibility in law enforcement and a function supervised by the administrative division.

Three supervisors went to the X Games in January to observe operations and learn about the management involved with a national event, such as this, from a law enforcement perspective.

The Chief and Lieutenant attended both the spring and summer conferences hosted by the Colorado Association of Chiefs of Police.

All of our records technicians attended the required training to obtain and maintain Master Certification through the Colorado Certified Records Network (CCRN).

The Lieutenant has continued teaching at CMU and the Western Colorado Community College for the POST Academy.

# Public Safety Department

## Administration

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### 2017 Budget Highlights

For budgetary reasons, a decision was made to discontinue the maintenance, licensing and ongoing training required to operate the equipment used for cell phone data extraction. Presently, this function is provided by outside agencies under mutual aid.

Effective 2017, the City of Fruita will begin contributing \$1,000 per year for the Sexual Assault Nurse Examiner (S.A.N.E.) Coordinator position at the Western Slope Center for Children. This is an important resource for the police department and a valuable service to the citizens of Fruita.

The office supplies budget was reduced.

Capital expenses include the following items:

- Mobile equipments include the replacement of 4 patrol cars and their mobile data computers at \$47,125 each for a total of \$188,500
- Computer equipment includes the replacement of an additional 6 mobile data computers at \$4,000 each for a total of \$24,000

### Goals and Objectives

The Fruita Police Department has an excellent relationship with our citizens. The ongoing support we have experienced is the result of many years of good policing and treating all people with respect and fairness.

The goal of the division is to emphasize the positive aspects of policing to both staff and the public and to strengthen public trust. We will continue to support staff in their efforts, providing the tools employees need to do quality police work for the citizens of Fruita and for our law enforcement partners.

The Police Department will be need to be re-accredited through CACP in 2017. As we strive to keep up-to-date on national policing trends, issues, technologies, and challenges, this will be an important step. The department will continue to be progressive in these areas while evaluating their applicability and appropriateness for our community. Some examples include body cameras, digital forensics, and police-community relations.

The Police Department will continue to look for new and improved ways to maintain and strengthen connections within the community. Enhancing the volunteer program and developing a citizen's academy are some examples of this effort.

One of the challenges facing the Police department in the future will be personnel attrition. One of the continuing goals of the administration is succession planning to develop and prepare employees.

# Public Safety Department

## Administration

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-421-60-4111	Salaries, Civilian	65,193	66,686	67,725	67,725	70,000	3%
110-421-60-4112	Salaries, Officers	160,254	157,673	158,325	158,325	160,650	1%
110-421-60-4119	Salary Adjustments	-	-	-	-	-	N/A
110-421-60-4120	Part Time	17,420	18,371	21,475	21,475	22,225	3%
110-421-60-4125	Contract Labor	-	21,459	-	-	-	0%
110-421-60-4130	Overtime	134	406	250	250	375	50%
		243,001	264,595	247,775	247,775	253,250	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-421-60-4210	Health Insurance	49,702	56,109	57,500	57,500	55,600	-3%
110-421-60-4220	FICA Payroll Expense	4,945	5,065	5,550	5,550	5,750	4%
110-421-60-4221	Medicare Payroll Expense	3,438	3,441	3,600	3,600	3,675	2%
110-421-60-4222	FPPA Death & Disability Insura	1,578	2,050	2,075	2,075	2,175	5%
110-421-60-4230	Retirement Contribution	3,717	3,744	3,075	3,075	3,175	3%
110-421-60-4231	Police Pension Payroll Expense	19,930	19,709	19,800	19,800	20,100	2%
110-421-60-4250	Unemployment Insurance	727	729	750	750	775	3%
110-421-60-4260	Workers Compensation Insurance	5,200	5,057	5,075	5,075	5,650	11%
		89,237	95,904	97,425	97,425	96,900	-1%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-421-60-4310	Professional Development	3,491	2,351	5,625	5,625	3,500	-38%
		3,491	2,351	5,625	5,625	3,500	-38%
<b>PURCHASED PROPERTY SERVICES</b>							
110-421-60-4430	Service Contracts	12,739	13,804	17,575	17,575	18,500	5%
110-421-60-4435	Fleet Maintenance Charges	40,350	68,150	68,150	68,150	67,000	-2%
110-421-60-4437	Vehicle Allowance	-	-	-	-	-	0%
		53,089	81,954	85,725	85,725	85,500	0%
<b>OTHER PURCHASED SERVICES</b>							
110-421-60-4530	Telephone and Fiber	14,243	20,618	33,500	33,500	30,700	-8%
110-421-60-4550	Printing	-	-	-	-	-	0%
		14,243	20,618	33,500	33,500	30,700	-8%
<b>SUPPLIES</b>							
110-421-60-4610	Office Supplies	6,567	6,921	7,000	7,000	6,000	-14%
110-421-60-4611	Postage	1,425	1,315	1,300	1,300	800	-38%
110-421-60-4626	Fuel	25,509	15,645	33,000	18,000	21,000	-36%
		33,501	23,881	41,300	26,300	27,800	-33%
<b>CAPITAL</b>							
110-421-60-4742	Mobile Equipment	-	129,720	53,500	53,500	188,500	252%
110-421-60-4744	Computer Equipment	-	-	-	-	24,000	0%
		-	129,720	53,500	53,500	212,500	297%
<b>TOTAL EXPENDITURE</b>		<b>436,562</b>	<b>619,023</b>	<b>564,850</b>	<b>549,850</b>	<b>710,150</b>	<b>26%</b>

# Public Safety Department

## School Resource Officer

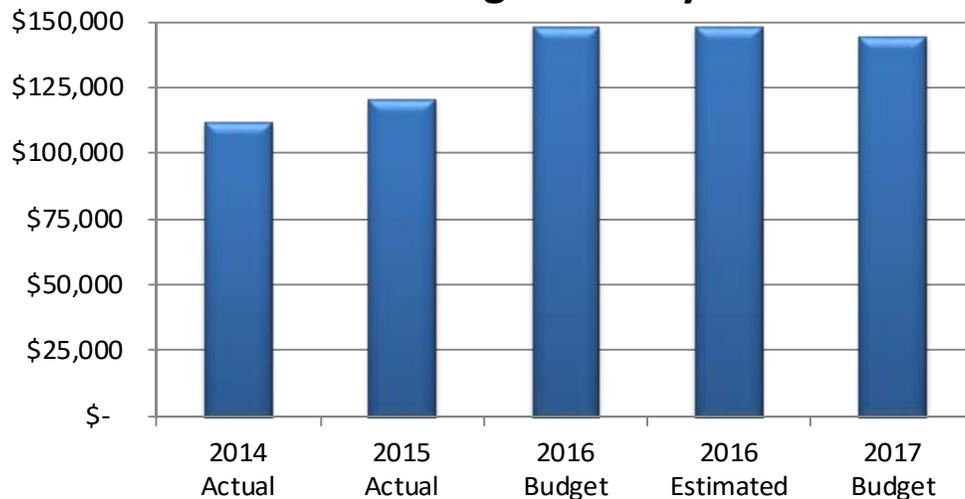
<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 81,667	\$ 80,966	\$ 97,525	\$ 97,525	\$ 96,100	-1%
Personnel Services, Benefits	29,191	37,770	47,500	47,500	45,575	-4%
Purchased Professional Services	608	1,112	2,500	2,500	2,500	0%
Purchased Property Services	-	-	-	-	-	0%
Supplies	-	-	-	-	-	0%
Operating Expenses	\$ 111,466	\$ 119,848	\$ 147,525	\$ 147,525	\$ 144,175	-2%
Capital	-	-	-	-	-	0%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 111,466</b>	<b>\$ 119,848</b>	<b>\$ 147,525</b>	<b>\$ 147,525</b>	<b>\$ 144,175</b>	<b>-2%</b>

The purpose of the SRO program is to build relationships with young people in our community while increasing the safety of our schools and our students. The program allows students and District 51 administrators to interact with officers in a meaningful way.

The division consists of two full time SROs whose 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, and assist patrol with in-progress calls when available. During the summer months, the SRO's are assigned to support patrol and/or assigned to special assignments.

### Budget History



# Public Safety Department

## School Resource Officer

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### **2016 Accomplishments**

The SRO's attended training on a Safety Summit hosted by the Colorado School Safety Resource Center, the Western Slope Suicide Symposium, Contemporary Issues in School Based Policing. The newly assigned SRO completed a 40 hour Basic SRO course.

Both SRO's spent two days working with Fruita Code Enforcement thinning out trees and brush in an area identified as a problem area for drugs near the High School. They hope to continue the project this fall.

While school was out of session, Officer Bomar contacted 194 businesses in person and 24 by phone, asking about law enforcement concerns and updating emergency contact information. The information was forwarded to the Communications Center and to patrol officers. Overall, this was a great outreach program to our business community and provided an opportunity for positive interaction.

### **2017 Budget Highlights**

The SRO overtime budget was reduced.

### **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 District 51 security staff.

Coordinate with patrol to participate in safety drills.

Continue to work with the Patrol Division to increase police presence at the schools.

# Public Safety Department

## School Resource Officer

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-421-61-4112	Salaries, Officers	52,367	73,796	87,525	87,525	86,700	-1%
110-421-61-4120	Salaries, Part time	21,696	-	-	-	-	0%
110-421-61-4130	Overtime	7,604	7,170	10,000	10,000	9,400	-6%
		81,667	80,966	97,525	97,525	96,100	-1%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-421-61-4210	Health Insurance	15,102	23,191	30,675	30,675	28,600	-7%
110-421-61-4221	Medicare Payroll Expense	1,121	1,135	1,425	1,425	1,400	-2%
110-421-61-4222	FPPA Death & Disability Insura	665	936	1,100	1,100	1,125	2%
110-421-61-4230	Retirement Contribution	-	-	-	-	-	0%
110-421-61-4231	Police Pension Payroll Expense	9,258	9,220	10,950	10,950	10,850	-1%
110-421-61-4250	Unemployment Insurance	245	243	300	300	300	0%
110-421-61-4260	Workers Compensation Insurance	2,800	3,045	3,050	3,050	3,300	8%
		29,191	37,770	47,500	47,500	45,575	-4%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-421-61-4310	Professional Development	608	1,112	2,500	2,500	2,500	0%
		608	1,112	2,500	2,500	2,500	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-421-61-4430	Service Contracts	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>SUPPLIES</b>							
110-421-61-4626	Fuel	-	-	-	-	-	0%
		-	-	-	-	-	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>111,466</b>	<b>119,848</b>	<b>147,525</b>	<b>147,525</b>	<b>144,175</b>	<b>-2%</b>

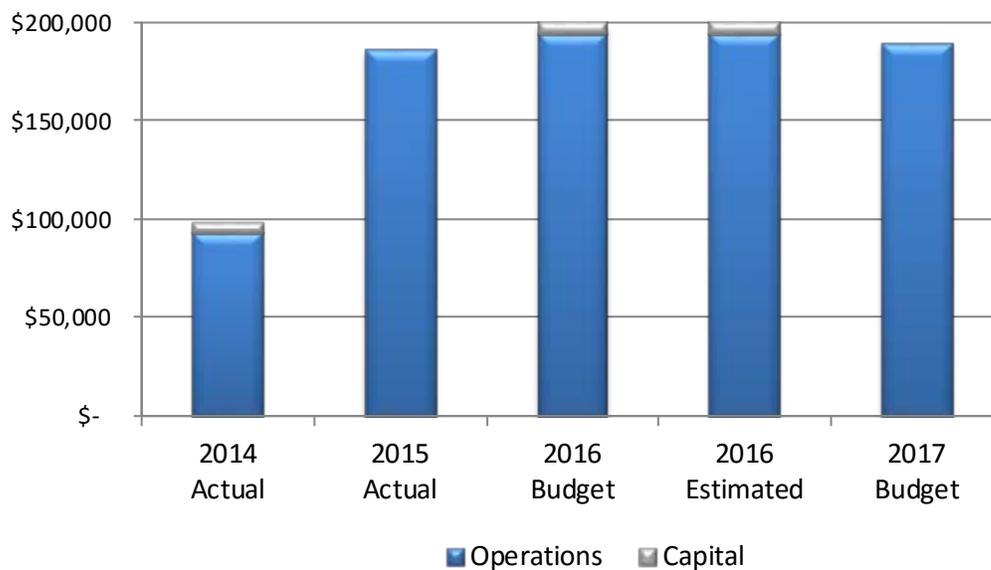
# Public Safety Department

## Investigations

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 64,231	\$ 129,309	\$ 133,050	\$ 133,050	\$ 130,025	-2%
Personnel Services, Benefits	17,891	45,530	49,225	49,225	48,550	-1%
Purchased Professional Services	3,369	2,248	2,500	2,500	2,500	0%
Supplies	7,228	8,645	8,800	8,800	8,000	-9%
Operating Expenses	\$ 92,719	\$ 185,732	\$ 193,575	\$ 193,575	\$ 189,075	-2%
Capital	5,600	-	6,375	6,375	-	0%
<b>Total Expense</b>	<b>\$ 98,319</b>	<b>\$ 185,732</b>	<b>\$ 199,950</b>	<b>\$ 199,950</b>	<b>\$ 189,075</b>	<b>-5%</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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### **2016 Accomplishments**

One position in this division is a three year rotational assignment and in 2016, the position was transitioned. The new Detective was trained in Forensic Interviewing and attended the 21st Judicial Courtroom Practice/Presentation training. The other Detective attended the Colorado Association of Sex Crimes Investigators conference, and both detectives attended monthly seminars pertaining to child abuse/sex crimes training and peer review hosted by the Western Slope Center for Children.

One detective assisted the Critical Incident Team with the Deputy Geer homicide.

Both Detectives will participate in Operation Cross County X, a joint task force with the FBI, the U.S. Marshalls Office and area law enforcement, targeting human trafficking and crimes against children.

One Detective continued to work with the Records Division tracking Sex Offender registration and compliance.

### **2017 Budget Highlights**

The Investigations supplies budget was reduced.

### **Goals and Objectives**

Continue tracking registered sex offenders, parolees, and known career criminals.

Continue participation with the Western Colorado Auto Theft Task Force to plan operations within the City of Fruita to reduce automobile, motorcycle, bicycle, and equipment thefts.

Track crime patterns and organize proactive strategies. This includes maintaining involvement with regional investigators to share and analyze criminal activity that crosses jurisdictional boundaries.

# Public Safety Department

## Investigations

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-421-62-4112	Salaries, Officers	62,859	124,380	125,550	125,550	124,600	-1%
110-421-62-4130	Overtime	1,372	4,929	7,500	7,500	5,425	-28%
		64,231	129,309	133,050	133,050	130,025	-2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-421-62-4210	Health Insurance	6,029	23,072	25,525	25,525	24,675	-3%
110-421-62-4221	Medicare Payroll Expense	899	1,822	1,950	1,950	1,900	-3%
110-421-62-4222	FPPA Death & Disability Insura	663	725	1,500	1,500	1,550	3%
110-421-62-4230	Retirement Contribution	-	-	-	-	-	0%
110-421-62-4231	Police Pension Payroll Expense	7,857	15,548	15,700	15,700	15,575	-1%
110-421-62-4250	Unemployment Insurance	193	388	400	400	400	0%
110-421-62-4260	Workers Compensation Insurance	2,250	3,975	4,150	4,150	4,450	7%
		17,891	45,530	49,225	49,225	48,550	-1%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-421-62-4310	Professional Development	3,369	2,248	2,500	2,500	2,500	0%
		3,369	2,248	2,500	2,500	2,500	0%
<b>SUPPLIES</b>							
110-421-62-4612	Supplies	7,228	8,645	8,800	8,800	8,000	-9%
110-421-62-4661	Uniforms and Safety Equipment	-	-	-	-	-	0%
		7,228	8,645	8,800	8,800	8,000	-9%
<b>CAPITAL</b>							
110-421-62-4743	Furniture and equipment	-	-	6,375	6,375	-	0%
110-421-62-4744	Computer Equipment	5,600	-	-	-	-	0%
		5,600	-	6,375	6,375	-	0%
<b>TOTAL EXPENDITURES</b>		<b>98,319</b>	<b>185,732</b>	<b>199,950</b>	<b>199,950</b>	<b>189,075</b>	<b>-5%</b>

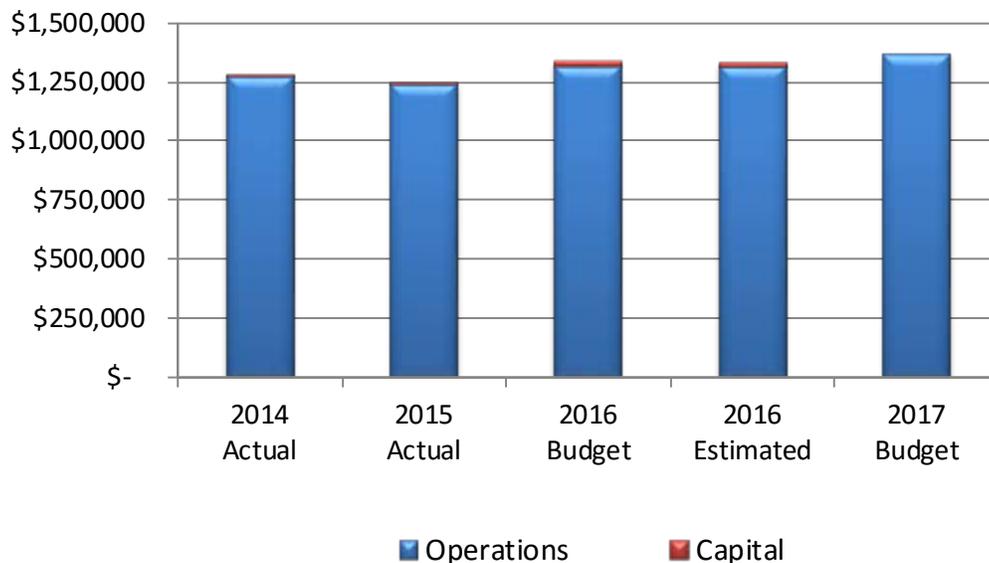
# Public Safety Department

## Traffic and Patrol

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 729,347	\$ 682,413	\$ 717,125	\$ 717,125	\$ 731,200	2%
Personnel Services, Benefits	272,522	273,320	295,200	295,950	311,925	6%
Purchased Professional Services	9,698	7,973	16,450	14,500	10,800	-34%
Other Purchased Services	246,459	257,138	264,225	264,225	287,600	9%
Supplies	14,951	19,671	21,600	21,600	24,100	12%
Operating Expenses	\$1,272,977	\$1,240,515	\$1,314,600	\$1,313,400	\$1,365,625	4%
Capital	4,059	5,920	20,000	20,000	-	-100%
<b>Total Expense</b>	<b>\$ 1,277,036</b>	<b>\$ 1,246,435</b>	<b>\$ 1,334,600</b>	<b>\$ 1,333,400</b>	<b>\$ 1,365,625</b>	<b>2%</b>

The patrol division consists of two Sergeants, two Corporals and ten Officers, including one K-9 Handler and two School Resource Officers (SRO). The responsibilities of the division include 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 SROs.

### Budget History



# Public Safety Department

## Traffic and Patrol

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### **2016 Accomplishments**

All officers are encouraged to work on a community policing project of their choosing which is not enforcement related. Some of the projects have become an institutional part of the police department. For example, the Junior Citizens Police Academy and the Bike Rodeo are two events in existence for 5+ years. The bike rodeo is a collaborative effort with the Fruita Community Center. Officers promoted Bicycle Safety Month in conjunction with the Mesa County Department of Health. One of our patrol Sergeants worked with CSP on the Cops and Cars car show to benefit Special Olympics and presented several "Response to Active Shooter" training classes to area businesses. One Officer spent 20 hours on bike patrol along the RF trail. The K-9 Officer hosted a Police K-9 Agility Trial, which was well attended with positive feedback received from spectators. Other projects included: monthly meetings at The Villages of Country Creek, a bike registration program; teaching at CMU and the POST Academy, weekly public safety announcements on KMZK, and attendance at the Thursday senior pot luck.

Addressing mental health issues is one of the greatest challenges facing law enforcement nationwide and Fruita is no different. Our officers have done an excellent job helping individuals, coordinating with Adult Protective Services, Mindsprings, and the courts, working to find the best possible solution to a complex social problem.

The State of Colorado now requires police officers to attend a specified amount of training on specific subject matter. During 2016, all officers attended training on Firearms, Defensive Tactics, De-escalation skills, Community Policing and Driving.

Patrol officers attended specialized training as well, to include: Leadership in Police Organizations (80 hrs.), Forensic Interviewing (40 hours), Colorado Drug Investigators Association Conference (24 hrs), New World Conference (24 hours), Reality Based Training (40 hrs), Background Investigations and Police K-9 Certification.

The department has four officers attending various Universities in the state working towards a Bachelors Degree. One of our officers obtained his Masters Degree in 2016.

### **2017 Budget Highlights**

Grand Junction Regional Communication Center (GJRCC) costs increased 9%. While calls for service in Fruita have remained flat, the increase is due to additional staffing and the GJRCC and associated technology expenses.

With POST providing partial reimbursement for training, the professional development budget was reduced.

The supplies budget was reduced.

# Public Safety Department

## Traffic and Patrol

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### Goals and Objectives

Patrol Officers have the greatest potential to impact our community and influence public perception of policing. The priority of the division is to provide professional police services fairly and with respect for all people. Officers are encouraged to find new solutions to habitual complaints with an approach that demonstrates a compassion for those in need of help.

The safety of the city remains a priority. The business outreach program during the summer months was very well received. In 2017, all patrol officers will be working to increase the number of business contacts throughout their work week. This will maintain relationships with business owners and allow the patrol division to understand the public safety concerns of business owners and employees.

We will continue supporting CMU- WCCC Police Academy through teaching and training opportunities.

Increase patrol presence at the schools during opening and closing hours.

Provide opportunities for specialized and POST training in order to improve skills, supervisory potential and increased levels of expertise in the Patrol division.

# Public Safety Department

## Traffic and Patrol

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-421-64-4112	Salaries, Officers	670,717	628,723	653,450	653,450	672,300	3%
110-421-64-4120	Part Time	-	-	-	-	-	0%
110-421-64-4130	Overtime	58,630	53,690	63,675	63,675	58,900	-7%
		729,347	682,413	717,125	717,125	731,200	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-421-64-4210	Health Insurance	145,353	154,304	169,550	169,550	181,500	7%
110-421-64-4220	FICA Payroll Expense	-	-	-	-	-	0%
110-421-64-4221	Medicare Payroll Expense	10,439	9,750	10,400	10,400	10,625	2%
110-421-64-4222	FPPA Death & Disability	7,368	6,787	8,000	8,000	8,550	7%
110-421-64-4230	Retirement Contribution	-	-	-	-	-	0%
110-421-64-4231	Police Pension	83,933	78,465	81,700	81,700	84,050	3%
110-421-64-4250	Unemployment Insurance	2,190	2,047	2,150	2,150	2,200	2%
110-421-64-4260	Workers Compensation Ins	23,239	21,967	23,400	24,150	25,000	7%
		272,522	273,320	295,200	295,950	311,925	6%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-421-64-4310	Professional Development	9,698	7,973	16,450	14,500	10,800	-34%
110-421-64-4375	Moving Expenses	-	-	-	-	-	0%
		9,698	7,973	16,450	14,500	10,800	-34%
<b>OTHER PURCHASED SERVICES</b>							
110-421-64-4535	Dispatch Center	246,459	257,138	264,225	264,225	287,600	9%
110-421-64-4541	K-9 Services	-	-	-	-	-	0%
		246,459	257,138	264,225	264,225	287,600	9%
<b>SUPPLIES</b>							
110-421-64-4612	Supplies and Equipment	6,096	7,102	7,500	7,500	7,000	-7%
110-421-64-4615	Ammunition	2,498	2,859	4,000	4,000	4,000	0%
110-421-64-4661	Uniforms - Safety Equip	6,357	9,710	10,100	10,100	13,100	30%
		14,951	19,671	21,600	21,600	24,100	12%
<b>CAPITAL</b>							
110-421-64-4742	Mobile Equipment	-	-	-	-	-	0%
110-421-64-4743	Furniture and Equipment	4,059	5,920	-	-	-	0%
110-421-64-4744	Computer equipment	-	-	20,000	20,000	-	0%
		4,059	5,920	20,000	20,000	-	-100%
<b>TOTAL EXPENDITURES</b>		<b>1,277,036</b>	<b>1,246,435</b>	<b>1,334,600</b>	<b>1,333,400</b>	<b>1,365,625</b>	<b>2%</b>

# Public Safety Department

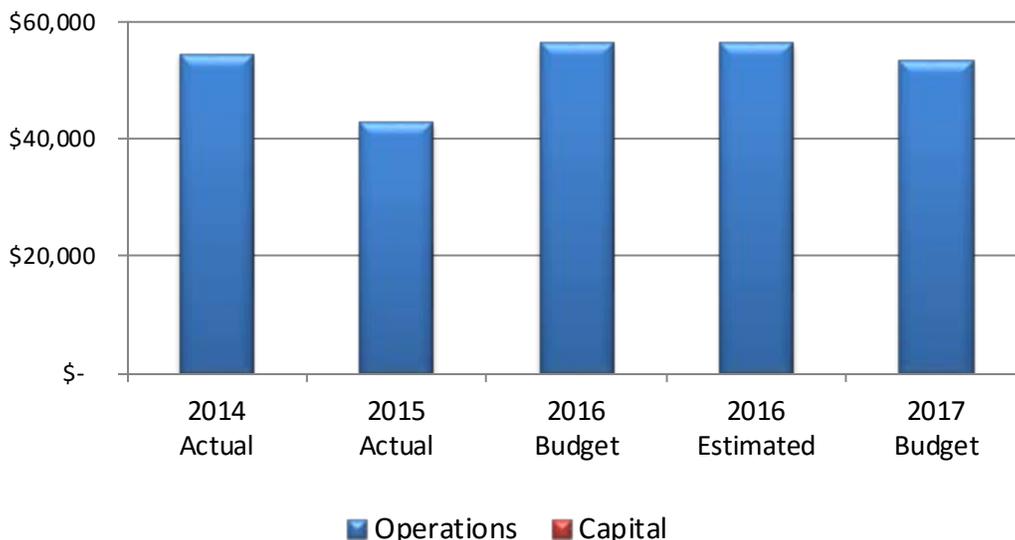
## Police Support Services

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 40,504	\$ 32,144	\$ 43,350	\$ 43,350	\$ 40,550	-6%
Personnel Services, Benefits	10,349	3,870	4,775	4,775	4,500	-6%
Purchased Professional Services	750	1,654	1,500	1,500	1,500	0%
Purchased Property Services	-	-	-	-	300	N/A
Other Purchased Services	2,570	4,311	5,800	5,800	5,800	0%
Supplies	97	730	700	700	700	0%
Operating Expenses	\$ 54,270	\$ 42,709	\$ 56,125	\$ 56,125	\$ 53,350	-5%
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 54,270</b>	<b>\$ 42,709</b>	<b>\$ 56,125</b>	<b>\$ 56,125</b>	<b>\$ 53,350</b>	<b>-5%</b>

This division is comprised of two part time positions, one Animal Control/Police Service Technician (PST) and one Evidence Technician. The primary duties of the Animal Control /PST are to handle calls for service regarding pets, livestock and occasionally, wildlife. This position also assists with evidence/property room duties. If available, the PST will handle various calls for service not requiring a police officer.

The Evidence Technician handles evidence duties exclusively. This includes managing the property/evidence facility and as well as property and evidence submitted for retention and processing.

### Budget History



# Public Safety Department

## Police Support Services

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### **2016 Accomplishments**

The PST began cross training with evidence duties. The part time/hourly restrictions limited the amount of on-site training completed. However, the PST was able to attend the Colorado Association of Property and Evidence Technicians (C.A.P.E.T.) Conference this year.

The police department sponsored a second pet through the "Get a Pet Out of Jail" program. The purpose of the program is to promote responsible pet ownership through education; developing positive relationships with the public and to assist Mesa County Animal Services in the placement of pets into good homes.

The PST facilitated an agreement with Harmony Farms to house livestock in the event of a criminal investigation. This has been a concern on several occasions and having this resource will allow officers more options.

The Evidence Technician researched and implemented a program where forfeited firearms, which would have otherwise been destroyed, are evaluated and then transferred to a police & fire Supply company. The company then gives the police department a store credit for uniform purchases.

The Evidence Technician also attended the C.A.P.E. T. conference in 2016.

### **2017 Budget Highlights**

Service contracts was increased to allow for reimbursement to local veterinarian(s) for emergency care and euthanasia.

### **Goals and Objectives**

Bringing the part time AC/PST position to full time continues to be the police department's number one priority. This position serves as an ancillary evidence technician, which is a critical area which demands back up. In addition, the AC/PST handles the numerous calls for service regarding animals and possesses a level of expertise which is a great benefit to the department and our community.

Continue to provide quality animal services to the citizens of Fruita, with an emphasis on finding long term solutions for chronic nuisance problems. In addition, we will continue our cooperative efforts with Mesa County Animal Services.

Continue to educate staff and improve on best practices for evidence submission, retention and storage.

Transition and continue to train a new supervisor into the operations and management of the Evidence & Property room.

# Public Safety Department

## Police Support Services

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-421-65-4111	Salaries, Civilian	25,765	-	-	-	-	0%
110-421-65-4120	Salaries, Part time	14,739	32,144	43,050	43,050	40,550	-6%
110-421-65-4130	Overtime	-	-	300	300	-	-100%
		40,504	32,144	43,350	43,350	40,550	-6%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-421-65-4210	Health Insurance	4,519	-	-	-	-	0%
110-421-65-4220	FICA Payroll Expense	2,500	1,993	2,675	2,675	2,525	-6%
110-421-65-4221	Medicare Payroll Expense	585	466	625	625	600	-4%
110-421-65-4230	Retirement Contribution	1,823	715	725	725	775	7%
110-421-65-4250	Unemployment Insurance	122	96	150	150	125	-17%
110-421-65-4260	Workers Compensation Insurance	800	600	600	600	475	-21%
		10,349	3,870	4,775	4,775	4,500	-6%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-421-65-4310	Professional Development	750	1,654	1,500	1,500	1,500	0%
		750	1,654	1,500	1,500	1,500	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-421-65-4430	Service Contracts	-	-	-	-	300	0%
		-	-	-	-	300	0%
<b>OTHER PURCHASED SERVICES</b>							
110-421-65-4540	Animal Control Services	2,570	4,311	5,800	5,800	5,800	0%
		2,570	4,311	5,800	5,800	5,800	0%
<b>SUPPLIES</b>							
110-421-65-4612	Supplies and Tools	32	344	300	300	300	0%
110-421-65-4661	Uniforms and Safety Equipment	65	386	400	400	400	0%
		97	730	700	700	700	0%
<b>CAPITAL</b>							
110-421-65-4742	Mobile Equipment	-	-	-	-	-	0%
110-421-65-4743	Furniture and equipment	-	-	-	-	-	0%
110-421-65-4744	Computer equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>		<b>54,270</b>	<b>42,709</b>	<b>56,125</b>	<b>56,125</b>	<b>53,350</b>	<b>-5%</b>

# Public Works Department

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# Public Works Department

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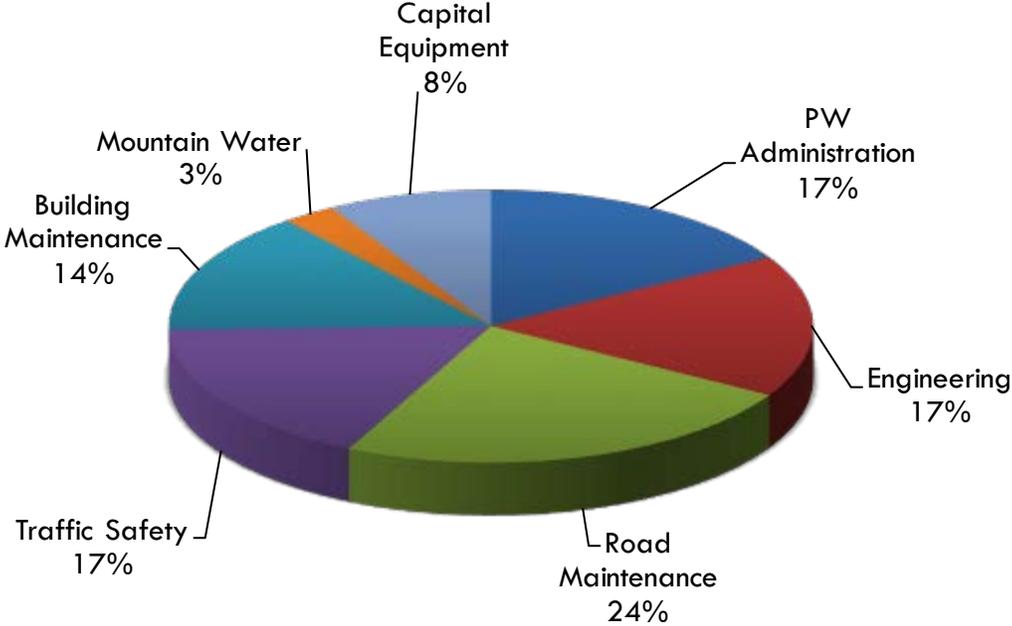
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# Public Works Department

<b>Expenses by Program</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Administration	\$ 100,601	\$ 92,557	\$ 267,700	\$ 267,675	\$ 284,825	6%
Engineering	293,365	274,448	307,425	304,375	290,400	-6%
Road Maintenance	522,708	537,430	498,050	489,050	409,400	-18%
Traffic Safety	299,988	301,926	292,050	290,550	298,000	2%
Building Maintenance	214,073	253,811	246,175	245,675	248,750	1%
Mountain Water	90,278	67,171	125,375	124,875	46,250	-63%
Operating Expenses	\$ 1,521,013	\$ 1,527,343	\$ 1,736,775	\$ 1,722,200	\$ 1,577,625	-9%
Capital	213,417	41,020	504,025	504,025	142,000	-72%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 1,734,430</b>	<b>\$ 1,568,363</b>	<b>\$ 2,240,800</b>	<b>\$ 2,226,225</b>	<b>\$ 1,719,625</b>	<b>-23%</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, and maintenance and upkeep of city owned buildings.

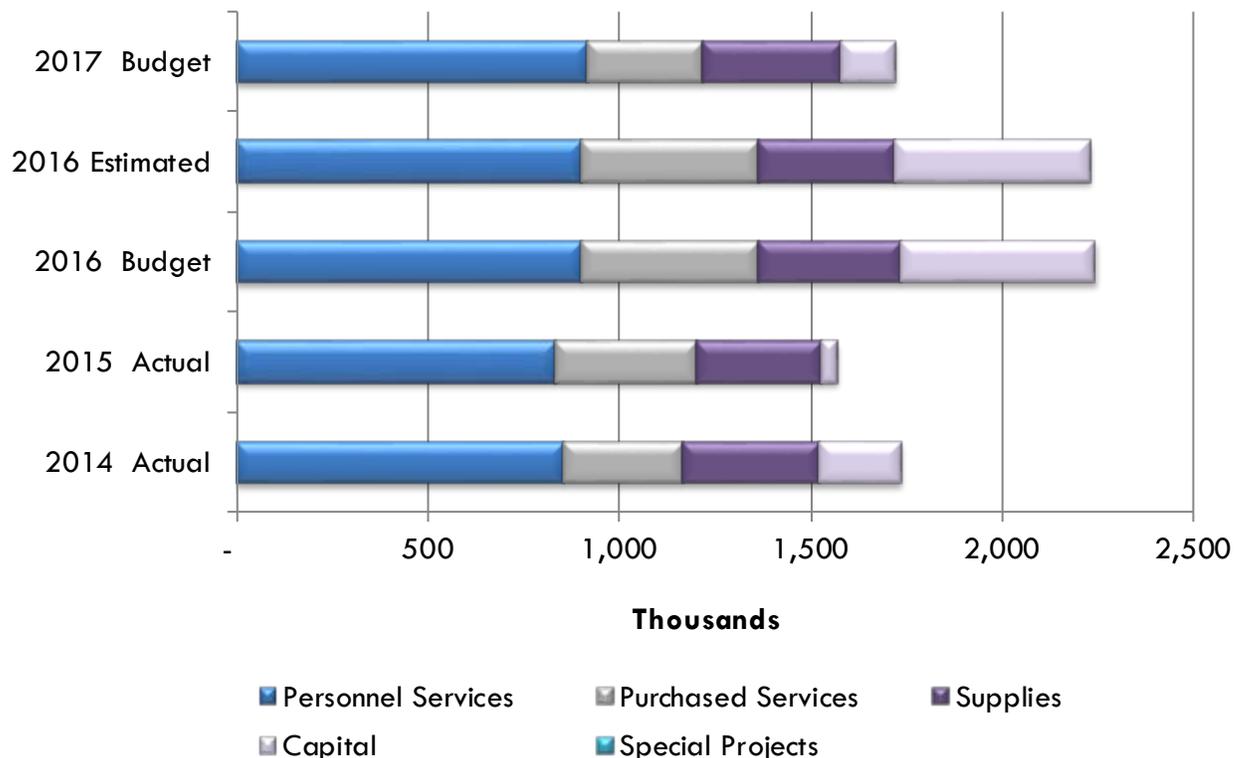
## Public Works Department Programs



# Public Works Department

<b>Expenses by Type</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
Personnel Services, Salaries	\$ 627,645	\$ 591,292	\$ 637,875	\$ 637,875	\$ 653,825	3%
Personnel Services, Benefits	226,280	239,236	262,075	262,550	260,025	-1%
Purchased Professional Services	13,162	13,455	83,200	83,200	20,700	-75%
Purchased Property Services	291,076	353,161	372,425	371,925	273,925	-26%
Other Purchased Services	3,541	4,387	6,400	5,650	6,400	0%
Supplies	359,309	325,812	374,800	361,000	362,750	-3%
Operating Expenses	\$ 1,521,013	\$ 1,527,343	\$ 1,736,775	\$ 1,722,200	\$ 1,577,625	-9%
Capital	213,417	41,020	504,025	504,025	142,000	-72%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 1,734,430</b>	<b>\$ 1,568,363</b>	<b>\$ 2,240,800</b>	<b>\$ 2,226,225</b>	<b>\$ 1,719,625</b>	<b>-23%</b>

## Budget History



# Public Works Department

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## **Factors Affecting Expenses**

Overall expenses of the Public Works Department of \$1.72 million are budgeted to decrease 23% from the \$2.24 million budgeted in 2016.

Personnel services – salaries are budgeted to increase 3% in 2017. There are no additional personnel or changes in classifications of existing personnel in the 2017 Public Works General Fund Budget.

Purchased professional services are budgeted to decrease 75% in the 2017 budget. This reduction is due to the completion in 2016 of the LOMR (Letter of Map Revision) for the modification of the flood boundary in the City of Fruita and completion of the assessment of the stability of Reservoir #2 required by the State Engineers Office in 2016.

Purchased property services are budgeted to decrease 26% in the 2017 Budget primarily due to changing to an annual alternation between the chipseal and overlay programs for the city. This will allow the city to focus on and devote resources to overlays and chipsealing every other year.

Capital equipment of \$142,000 is budgeted to decrease 72% and reflects annual changes in capital equipment needs. The 2017 Budget includes replacement of the the following capital equipment:

- Replacement of a 2005 Dodge 4 x 2 Truck -\$32,000
- Replacement and upgrade of the 2002 Aerial Lift with a used bucket truck - \$80,000
- New forklift for use at the Public Works and Parks Maintenance Facility - \$30,000

## **Personnel**

There are no changes to personnel in the Public Works General Fund 2017 Budget. However, there are some minor reclassifications of positions and different allocations of salaries to the various programs.

# Public Works Department

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<b>PART TIME AND SEASONAL</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Seasonal Maintenance Worker	4.5	5.0	5.0	5.0
Mechanic I	0	0.0	1.0	0.0
Mechanic II	0	0.0	1.0	0.0
Class B Operator	0	1.0	1.0	0.0
<b>SUBTOTAL</b>	<b>4.5</b>	<b>6</b>	<b>8</b>	<b>5</b>
<b>FULL TIME</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>
Public Works Director	1	1	1	1
Public Works Superintendent	1	1	1	1
Wastewater Treatment Plant Superintendent	1	1	1	1
WWTF Chief Operating Officer	0	1	1	1
Class A Operator	0	1	1	1
Class B Operator	0	1	1	1
Class C Operator	0	0	0	0
Class D Operator	3	0	0	1
City Engineer	1	1	1	1
Project Engineer	1	1	1	1
Engineering Technician II	1	0	0	0
Project Manager	1	1	1	1
Crew Leader	1	2	2	3
Mechanic I	1	0	0	0
Mechanic II	1	2	0	1
Fleet Manager	0	0	1	1
Administrative Technician	1	1	1	1
Maintenance Worker 1	4	3	3	1
Maintenance Worker 2	4	4	4	6
Senior Maintenance Worker 1	3	3	3	2
<b>SUBTOTAL</b>	<b>25</b>	<b>24</b>	<b>23</b>	<b>25</b>
<b>TOTAL</b>	<b>29.5</b>	<b>30</b>	<b>31</b>	<b>30</b>

# Public Works Department

## Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
4111	Salaries, Engineering	198,704	186,454	188,475	188,475	190,700	1%
4113	Salaries, Public Works	368,252	353,970	391,875	391,875	406,475	4%
4120	Part Time	47,173	39,586	42,775	42,775	41,900	-2%
4130	Overtime	13,516	11,282	14,750	14,750	14,750	0%
		627,645	591,292	637,875	637,875	653,825	3%
<b>PERSONNEL SERVICES, BENEFITS</b>							
4210	Health Insurance	134,681	152,864	166,550	166,550	160,800	-3%
4220	FICA Payroll Expense	37,759	35,658	39,625	39,625	40,575	2%
4221	Medicare Payroll Expense	8,830	8,339	9,300	9,300	9,525	2%
4230	Retirement Contribution	25,477	24,310	26,800	26,800	27,600	3%
4250	Unemployment Insurance	1,883	1,774	2,000	2,000	2,000	0%
4260	Workers Compensation Insurance	17,650	16,291	17,800	18,275	19,525	10%
		226,280	239,236	262,075	262,550	260,025	-1%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
4310	Professional Development	4,156	5,588	12,200	12,200	12,200	0%
4330	Legal Fees	4,398	5,303	5,000	5,000	3,500	-30%
4335	Engineering	4,608	2,564	66,000	66,000	5,000	-92%
		13,162	13,455	83,200	83,200	20,700	-75%
<b>PURCHASED PROPERTY SERVICES</b>							
4426	Water Line Repair	7,129	9,406	7,500	7,500	-	-100%
4427	Reservoir Maintenance	3,200	679	3,500	3,500	1,500	-57%
4430	Service Contracts	39,750	36,983	49,950	49,450	47,950	-4%
4431	Landscaping	-	-	-	-	-	0%
4435	Fleet Maintenance Charges	122,600	124,287	125,225	125,225	133,225	6%
4440	Building Maintenance	12,699	14,869	15,500	15,500	15,500	0%
4442	Equipment Rental	-	1,426	1,750	1,750	1,750	0%
4450	Road Repair & Maintenance	96,661	62,283	65,000	65,000	70,000	8%
4451	Chipsealing and Patching	119	99,907	100,000	100,000	-	-100%
4452	Drainage	-	706	2,000	2,000	2,000	0%
4453	Traffic Calming	8,918	2,615	2,000	2,000	2,000	0%
		291,076	353,161	372,425	371,925	273,925	-26%
<b>OTHER PURCHASED SERVICES</b>							
4530	Telephone	3,218	3,791	5,150	5,150	5,150	0%
4550	Printing	105	596	750	250	750	0%
4551	Publishing	218	-	500	250	500	0%
		3,541	4,387	6,400	5,650	6,400	0%
<b>SUPPLIES</b>							
4610	Office Supplies	3,288	5,204	5,000	4,500	5,000	0%
4611	Postage	50	-	100	100	100	0%
4612	Supplies and Tools	23,794	20,902	28,750	25,750	29,250	2%
4620	Utilities	61,925	65,551	80,000	80,000	77,900	-3%
4621	Street Lighting	174,383	170,653	174,000	174,000	174,000	0%

# Public Works Department

## Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>SUPPLIES (continued)</b>							
4626	Fuel	57,637	22,465	44,300	34,000	34,100	-23%
4641	Snow and Ice Removal	9,905	10,056	10,000	10,000	10,000	0%
4642	Signs and Paint	22,781	22,400	21,000	21,000	20,750	-1%
4651	Weed Control	3,427	3,962	4,000	4,000	4,000	0%
4661	Uniforms	1,808	2,445	5,650	5,650	5,650	0%
4662	Safety Equipment	311	2,174	2,000	2,000	2,000	0%
		359,309	325,812	374,800	361,000	362,750	-3%
<b>CAPITAL</b>							
4742	Mobile Equipment	201,247	37,525	497,025	497,025	142,000	-71%
4743	Furniture and Equipment	12,170	-	-	-	-	0%
4744	Computer Equipment	-	3,495	7,000	7,000	-	-100%
		213,417	41,020	504,025	504,025	142,000	-72%
<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>1,734,430</b>	<b>1,568,363</b>	<b>2,240,800</b>	<b>2,226,225</b>	<b>1,719,625</b>	<b>-23%</b>

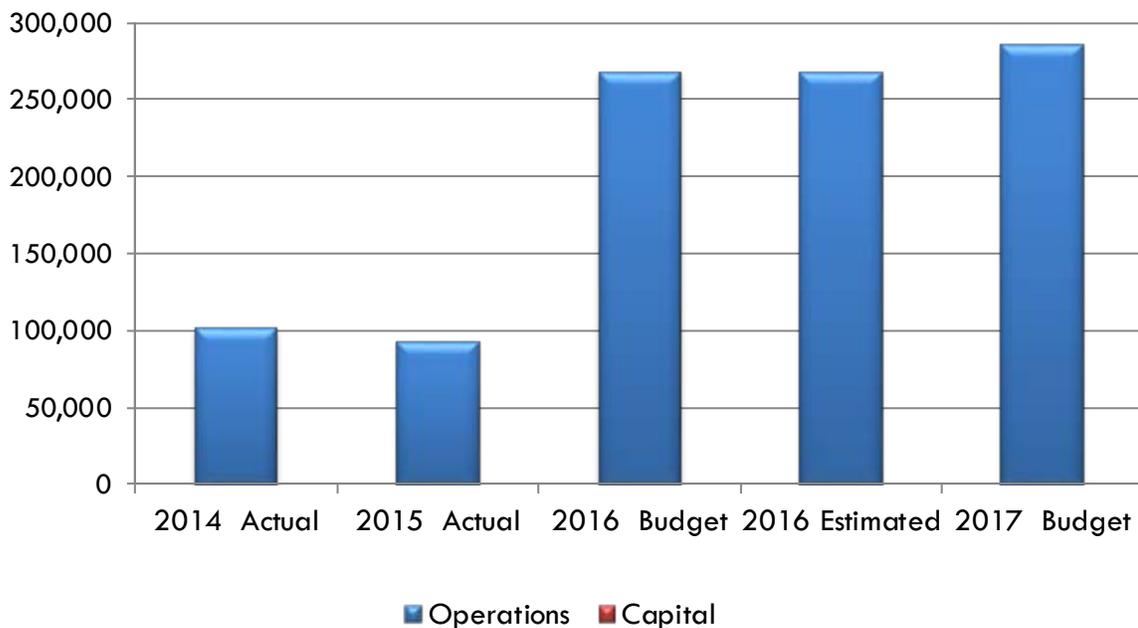
# Public Works Department

## Administration

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 65,619	\$ 55,152	\$ 86,075	\$ 86,075	\$ 91,100	6%
Personnel Services, Benefits	22,126	26,577	35,325	35,800	37,150	5%
Purchased Professional Services	882	2,597	8,200	8,200	8,200	0%
Purchased Property Services	8,171	3,357	125,450	125,450	135,975	8%
Other Purchased Services	439	1,300	2,500	2,500	2,500	0%
Supplies	3,364	3,574	10,150	9,650	9,900	-2%
Operating Expenses	\$ 100,601	\$ 92,557	\$ 267,700	\$ 267,675	\$ 284,825	6%
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 100,601</b>	<b>\$ 92,557</b>	<b>\$ 267,700</b>	<b>\$ 267,675</b>	<b>\$ 284,825</b>	<b>6%</b>

The Road Administration program is responsible for the overall operational and administrative functions of all Public Works programs that are funded through the General Fund. This includes coordination, planning, and management for the City's infrastructure. The division is responsible for coordinating and permitting all work within the right-of-way. Master planning for road replacements, upgrades, and maintenance operations are based on a PAVement Surface Evaluation and Rating (PASER) program that is updated on a triennial basis. Master planning for sidewalks, building, and other facilities are also evaluated on a regular basis and prioritized accordingly. This division manages the operations and budget for Public Works.

### Budget History



# Public Works Department

## Administration

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### 2016 Accomplishments

- Prepared and submitted annual HUTF report for the Colorado Department of Transportation. This program manages the statewide inventory of street infrastructure and is the basis for distribution of tax dollars for transportation.
- Processed 28 right-of-way permits (January to September) and coordinated with numerous contractors to insure work was completed in a safe manner that did not compromise the integrity of the street system.
- Restructured Sidewalk Replacement Program process, which improved utilization of matching funds and reduced staff time.
- Implemented a sidewalk inventory assessment database of all sidewalks in City to assess the condition of sidewalks.

### 2017 Budget Highlights

Due to limited projected revenues for 2017, the administrative functions of the Public Works Department will focus on further refining and implementing deferred maintenance plans to maximize the resources available.

### Goals and Objectives

- Continue to prioritize preventative maintenance measures, such as chip sealing, crack sealing, patching and overlay operations, to minimize the long-term costs of street maintenance. This will include coordinating with Mesa County to evaluate the feasibility of partnering to complete chip seal maintenance of the streets.
- Continue to build upon refine and develop asset management information for streets, sidewalks, and other infrastructure to prioritize maintenance and capital needs accordingly.

# Public Works Department

## Administration

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-431-50-4113	Salaries, Public Works	65,511	55,075	86,075	86,075	91,100	6%
110-431-50-4120	Salaries, Part time	-	-	-	-	-	0%
110-431-50-4130	Overtime	108	77	-	-	-	0%
		65,619	55,152	86,075	86,075	91,100	6%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-431-50-4210	Health Insurance	13,454	19,473	23,400	23,400	25,275	8%
110-431-50-4220	FICA Payroll Expense	3,953	3,209	5,350	5,350	5,650	6%
110-431-50-4221	Medicare Payroll Expense	924	751	1,250	1,250	1,325	6%
110-431-50-4230	Retirement Contribution	2,948	2,478	3,875	3,875	4,100	6%
110-431-50-4250	Unemployment Insurance	197	166	275	275	275	0%
110-431-50-4260	Workers Compensation Ins	650	500	1,175	1,650	525	-55%
		22,126	26,577	35,325	35,800	37,150	5%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-431-50-4310	Professional Development	882	2,597	8,200	8,200	8,200	0%
		882	2,597	8,200	8,200	8,200	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-431-50-4430	Service Contracts	1,871	1,845	2,750	2,750	2,750	0%
110-431-50-4435	Fleet Maintenance Charges	6,300	1,512	122,700	122,700	133,225	9%
		8,171	3,357	125,450	125,450	135,975	8%
<b>OTHER PURCHASED SERVICES</b>							
110-431-50-4530	Telephone	439	1,300	2,500	2,500	2,500	0%
		439	1,300	2,500	2,500	2,500	0%
<b>SUPPLIES</b>							
110-431-50-4610	Office Supplies	1,134	3,574	2,000	2,000	2,000	0%
110-431-50-4626	Fuel	2,100	-	1,000	500	750	-25%
110-431-50-4661	Uniforms	130	-	5,150	5,150	5,150	0%
110-431-50-4662	Safety Equipment	-	-	2,000	2,000	2,000	0%
		3,364	3,574	10,150	9,650	9,900	-2%
<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>100,601</b>	<b>92,557</b>	<b>267,700</b>	<b>267,675</b>	<b>284,825</b>	<b>6%</b>

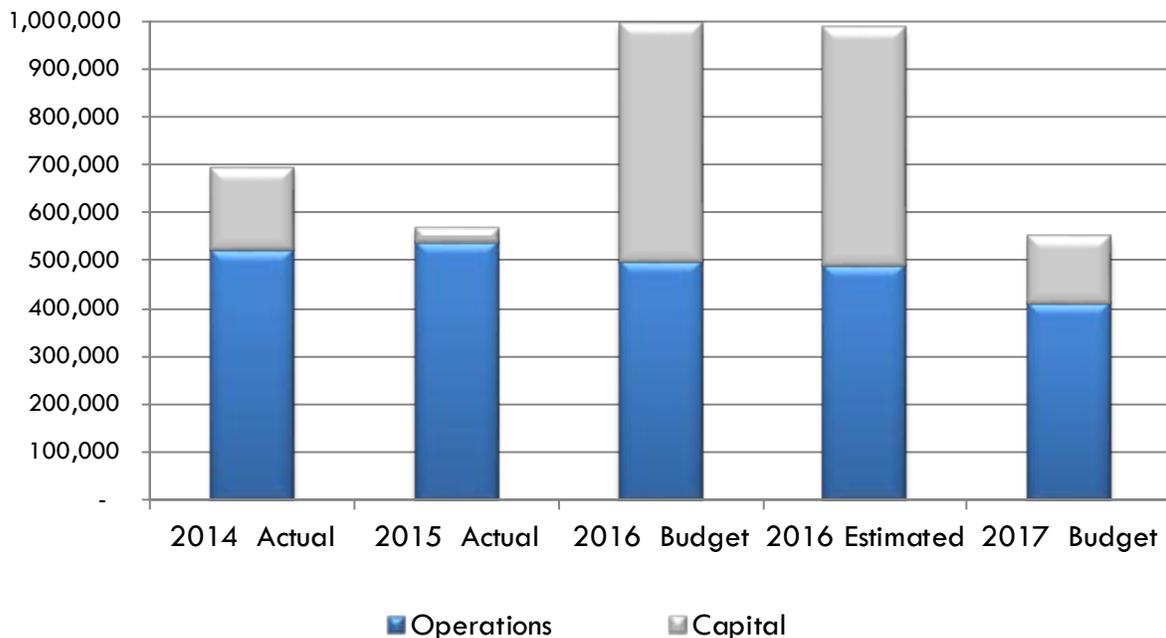
# Public Works Department

## Road Maintenance

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 188,683	\$ 161,539	\$ 197,400	\$ 197,400	\$ 213,250	8%
Personnel Services, Benefits	74,254	67,973	82,900	82,900	79,400	-4%
Purchased Professional Services	1,474	1,215	-	-	-	0%
Purchased Property Services	198,661	276,739	172,750	172,250	77,750	-55%
Other Purchased Services	453	355	-	-	-	0%
Supplies	59,183	29,609	45,000	36,500	39,000	-13%
Operating Expenses	\$ 522,708	\$ 537,430	\$ 498,050	\$ 489,050	\$ 409,400	-18%
Capital	171,136	31,385	497,025	497,025	142,000	-71%
<b>Total Expense</b>	<b>\$ 693,844</b>	<b>\$ 568,815</b>	<b>\$ 995,075</b>	<b>\$ 986,075</b>	<b>\$ 551,400</b>	<b>-45%</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 stormwater system maintenance.

### Budget History



# Public Works Department

## Road Maintenance

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### **2016 Accomplishments**

The City successfully partnered with Mesa County crews to chip seal 61,798 square yards of City streets throughout the City.

City crews asphalt patched approximately 3,862 square yards of streets. Maintenance operations also included magnesium chloride applications of 58,208 square yards and grading of gravel roads. Crack seal operations were completed on various streets throughout the City to reduce deterioration of the roadway.

### **2017 Budget Highlights**

- Modify chip seal program to alternating years to take advantage of economies of scale and continued potential partnerships with Mesa County. This will mean that no chip sealing will be completed in 2017 and a larger chip seal project will be planned for in future even numbered years.
- Road crews will focus on patching, crack sealing, and spot repairs of streets and sidewalks in odd numbered years.

### **Goals**

The goal is to continue implementing a preventative road maintenance program through patching, chip sealing and crack sealing throughout the year in order to reduce long-term costs associated with full roadway reconstruction projects. An overall street condition assessment was last completed in 2014 and scheduled to be updated in 2017. Each road segment within the city limits will be evaluated and assigned a PASER score to be used managing this important asset. Upon completion, the City will have accumulated nine years of PASER data.

### **Objectives**

- Continue to remove hazardous trees along the road corridors.
- Continue street sweeping program to improve cleanliness of streets and improve water quality of surface drainage.
- Update PASER scores on all city street segments.

# Public Works Department

## Road Maintenance

<b>Expenses</b>		2014	2015	2016	2016	2017	%
Account	Description	Actual	Actual	Adopted	Estimated	Budget	Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-431-51-4113	Salaries, Public Works	151,987	138,800	163,750	163,750	182,925	12%
110-431-51-4120	Part Time	34,598	20,112	31,500	31,500	28,150	-11%
110-431-51-4130	Overtime	2,098	2,627	2,150	2,150	2,175	1%
		188,683	161,539	197,400	197,400	213,250	8%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-431-51-4210	Health Insurance	44,666	41,089	50,825	50,825	43,650	-14%
110-431-51-4220	FICA Payroll Expense	11,524	9,800	12,250	12,250	13,225	8%
110-431-51-4221	Medicare Payroll Expense	2,695	2,292	2,875	2,875	3,100	8%
110-431-51-4230	Retirement Contribution	6,803	6,246	7,475	7,475	8,350	12%
110-431-51-4250	Unemployment Insurance	566	485	600	600	650	8%
110-431-51-4260	Workers Compensation Ins	8,000	8,061	8,875	8,875	10,425	17%
		74,254	67,973	82,900	82,900	79,400	-4%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-431-51-4310	Professional Development	1,474	1,215	-	-	-	0%
		1,474	1,215	-	-	-	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-431-51-4430	Service Contracts	2,681	3,217	4,000	3,500	4,000	0%
110-431-51-4431	Landscaping	-	-	-	-	-	0%
110-431-51-4435	Fleet Maintenance Charges	99,200	109,200	-	-	-	0%
110-431-51-4442	Equipment Rental	-	1,426	1,750	1,750	1,750	0%
110-431-51-4450	Road Repair & Maintenance	96,661	62,283	93,000	93,000	70,000	-25%
110-431-51-4451	Chipsealing and Patching	119	99,907	72,000	72,000	-	-100%
110-431-51-4452	Drainage	-	706	2,000	2,000	2,000	0%
		198,661	276,739	172,750	172,250	77,750	-55%
<b>OTHER PURCHASED SERVICES</b>							
110-431-51-4530	Telephone	453	355	-	-	-	0%
		453	355	-	-	-	0%
<b>SUPPLIES</b>							
110-431-51-4612	Supplies and Tools	10,178	5,883	9,000	7,500	9,000	0%
110-431-51-4626	Fuel	44,118	17,473	32,000	25,000	26,000	-19%
110-431-51-4651	Weed Control	3,427	3,962	4,000	4,000	4,000	0%
110-431-51-4661	Uniforms	1,149	1,120	-	-	-	0%
110-431-51-4662	Safety Equipment	311	1,171	-	-	-	0%
		59,183	29,609	45,000	36,500	39,000	-13%
<b>CAPITAL</b>							
110-431-51-4742	Mobile Equipment	171,136	31,385	497,025	497,025	142,000	-71%
110-431-51-4744	Computer Equipment	-	-	-	-	-	0%
		171,136	31,385	497,025	497,025	142,000	-71%
<b>TOTAL ROAD MAINTENANCE</b>		<b>693,844</b>	<b>568,815</b>	<b>995,075</b>	<b>986,075</b>	<b>551,400</b>	<b>-45%</b>

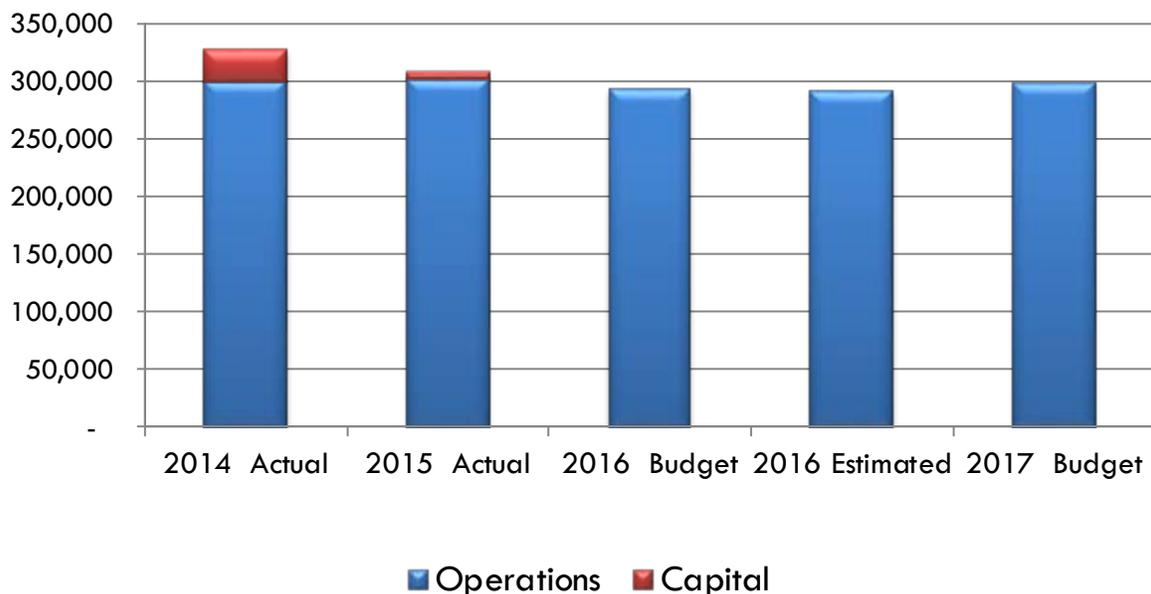
# Public Works Department

## Traffic Safety

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 39,200	\$ 50,644	\$ 37,350	\$ 37,350	\$ 41,625	11%
Personnel Services, Benefits	12,469	21,231	15,700	15,700	19,775	26%
Purchased Professional Services	145	491	-	-	-	0%
Purchased Property Services	36,280	23,689	30,000	30,000	28,000	-7%
Supplies	211,894	205,871	209,000	207,500	208,600	0%
Operating Expenses	\$ 299,988	\$ 301,926	\$ 292,050	\$ 290,550	\$ 298,000	2%
Capital	27,718	6,140	-	-	-	0%
<b>Total Expense</b>	<b>\$ 327,706</b>	<b>\$ 308,066</b>	<b>\$ 292,050</b>	<b>\$ 290,550</b>	<b>\$ 298,000</b>	<b>2%</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). The Traffic Safety Division works with Engineering, Police, Planning, and other City staff assigned to the Traffic Committee to implement changes focused on making our roads safer for vehicles, bicyclists, and pedestrians. This includes installing and maintaining crosswalks, signage, and other pavement markings

### Budget History



# Public Works Department

## Traffic Safety

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### **2016 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. Circle Park Square was restriped in conjunction with chip seal operations to coincide with the changes proposed in the Downtown Master Plan to further evaluate the layout prior to hard improvements being constructed.
- Installed bike corrals on Mulberry and Peach streets.
- Traffic safety maintains and operates safe light system for schools zones.
- A street light survey was conducted. Xcel is replacing all cobra-head style street lights, within their service area, with LEDs at no cost to the City of Fruita.
- Constructed a restricted-access, evidence storage impound yard for the Police Department located at the southeast corner of the Public Works yard.
- Completed a sidewalk evaluation program of all city sidewalks.
- Collected updated traffic counts for collector roadways to better evaluate traffic circulation and safety issues.

### **2017 Budget Highlights**

- Continue improvements of traffic and pedestrian safety through coordination with the Safety Committee to enhance the signage and general pedestrian safety.
- Evaluate traffic safety needs for all modes of travel as pavement marking and signage changes are implemented.
- The City has fairly updated traffic volume data for most major collectors, so no regular scheduled traffic counting is planned for in 2017. This will reduce staff time by approximately 75 manhours.

### **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 respond to citizen requests made within one month.

# Public Works Department

## Traffic Safety

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-431-52-4113	Salaries, Public Works	27,510	39,102	26,150	26,150	30,100	15%
110-431-52-4120	Part Time	7,185	6,458	6,875	6,875	6,875	0%
110-431-52-4130	Overtime	4,505	5,084	4,325	4,325	4,650	8%
		39,200	50,644	37,350	37,350	41,625	11%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-431-52-4210	Health Insurance	6,157	14,217	10,100	10,100	13,150	30%
110-431-52-4220	FICA Payroll Expense	2,396	3,081	2,325	2,325	2,600	12%
110-431-52-4221	Medicare Payroll Expense	560	721	550	550	625	14%
110-431-52-4230	Retirement Contribution	1,238	1,760	1,375	1,375	1,575	15%
110-431-52-4250	Unemployment Insurance	118	152	125	125	125	0%
110-431-52-4260	Workers Compensation Ins	2,000	1,300	1,225	1,225	1,700	39%
		12,469	21,231	15,700	15,700	19,775	26%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-431-52-4310	Professional Development	145	491	-	-	-	0%
		145	491	-	-	-	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-431-52-4430	Service Contracts	23,363	19,999	28,000	28,000	26,000	-7%
110-431-52-4435	Fleet Maintenance Charges	4,000	1,075	-	-	-	0%
110-431-52-4453	Traffic Calming/Lights	8,917	2,615	2,000	2,000	2,000	0%
		36,280	23,689	30,000	30,000	28,000	-7%
<b>SUPPLIES</b>							
110-431-52-4612	Supplies and Tools	1,412	2,257	2,000	2,000	2,000	0%
110-431-52-4621	Street Lighting	174,383	170,653	174,000	174,000	174,000	0%
110-431-52-4626	Fuel	3,263	-	3,000	1,500	2,600	-13%
110-431-52-4641	Snow and Ice Removal	9,905	10,056	10,000	10,000	10,000	0%
110-431-52-4642	Signs and Paint	22,781	21,902	20,000	20,000	20,000	0%
110-431-52-4661	Uniforms	150	-	-	-	-	0%
110-431-52-4662	Safety Equipment	-	1,003	-	-	-	0%
		211,894	205,871	209,000	207,500	208,600	0%
<b>CAPITAL</b>							
110-431-52-4742	Mobile Equipment	27,718	6,140	-	-	-	0%
		27,718	6,140	-	-	-	0%
<b>TOTAL TRAFFIC SAFETY</b>		<b>327,706</b>	<b>308,066</b>	<b>292,050</b>	<b>290,550</b>	<b>298,000</b>	<b>2%</b>

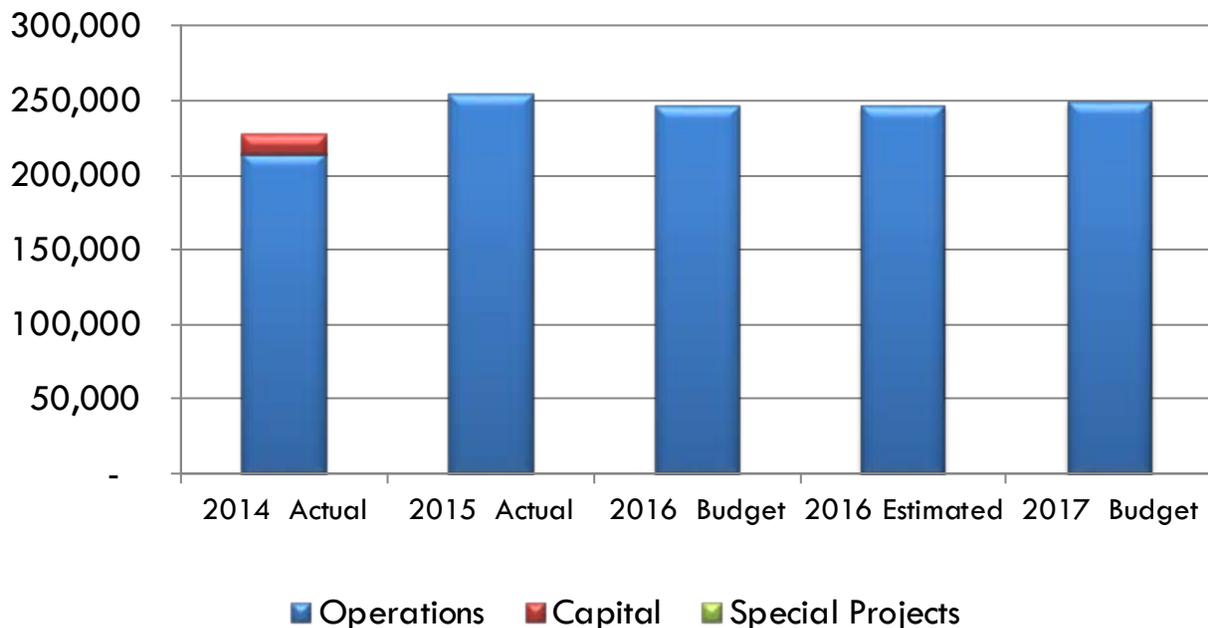
# Public Works

## Building Maintenance

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 82,935	\$ 105,646	\$ 85,575	\$ 85,575	\$ 89,700	5%
Personnel Services, Benefits	31,191	39,035	36,950	36,950	38,250	4%
Purchased Professional Services	25,438	29,840	26,500	26,500	26,500	0%
Purchased Property Services	616	575	650	650	650	0%
Supplies	\$ 73,893	\$ 78,715	\$ 96,500	\$ 96,000	\$ 93,650	-3%
Operating Expenses	214,073	253,811	246,175	245,675	248,750	1%
Capital	13,383	-	-	-	-	0%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 227,456</b>	<b>\$ 253,811</b>	<b>\$ 246,175</b>	<b>\$ 245,675</b>	<b>\$ 248,750</b>	<b>1%</b>

The Building Maintenance program provides facility maintenance and custodial services for the Police Services, Civic Center, Chamber of Commerce, Fruita City Shops, and Wastewater Reclamation buildings.

### Budget History



# Public Works

## Building Maintenance

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### **2016 Accomplishments**

- Building Maintenance continued to perform custodial services for all General Fund and Wastewater facilities with City personnel.
- Continued interior painting program, which included the Independence Room in the Civic Center as well as various painting projects in the existing portions of the City Shop building.
- Assisted in moving Public Works and Parks into the newly constructed Phase II City Shop building.
- Updated MSDS Sheets for entire Public Works department.
- Updated key list for all City owned buildings and property.
- Monitored and coordinated maintenance items throughout warranty period for completed phases of City Shops project.
- Constructed foundation reinforcements for pavilion structure at Civic Center Park.
- Implemented new monthly elevator inspection program by training staff for routine maintenance inspections that resulted in savings to the City. Certified elevator inspectors are still be utilized for annual inspections.
- Worked with Community Center staff to modify pool draining operations during maintenance week to alleviate impacts to capacity of sewer system.

### **2017 Budget Highlights**

No special projects are planned in 2017.

### **Goals**

The building maintenance program is operated to assure that all buildings are kept in an attractive, safe and operational condition at all times. The Building Maintenance program will provide a minimal level of service necessary in 2017 to maintain existing facilities and provide an acceptable level of cleanliness to the City's customers.

### **Objectives**

- Provide routine custodial services using maintenance staff.
- Provide annual carpet cleaning for Civic Center, Police Services, and Public Works buildings. These services will be coordinated with special events and operations to minimize impacts to customers.
- Provide routine window cleaning for all buildings.

# Public Works

## Building Maintenance

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- Provide repairs of floors, walls, and electrical as needed. This will not include continuing with any carpet replacements at the Civic Center.
- Maintain building HVAC systems using maintenance staff as much as practical to provide comfortable working environments for staff and for other facility users.

# Public Works Department

## Building Maintenance

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-431-54-4113	Salaries, Public Works	78,340	93,732	80,550	80,550	82,150	2%
110-431-54-4120	Part Time	1,227	9,065	1,075	1,075	3,575	233%
110-431-54-4130	Overtime	3,368	2,849	3,950	3,950	3,975	1%
		82,935	105,646	85,575	85,575	89,700	5%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-431-54-4210	Health Insurance	18,286	23,637	23,225	23,225	23,625	2%
110-431-54-4220	FICA Payroll Expense	4,969	6,380	5,325	5,325	5,575	5%
110-431-54-4221	Medicare Payroll Expense	1,162	1,492	1,250	1,250	1,300	4%
110-431-54-4230	Retirement Contribution	3,525	4,209	3,800	3,800	3,875	2%
110-431-54-4250	Unemployment Insurance	249	317	275	275	275	0%
110-431-54-4260	Workers Compensation Insu	3,000	3,000	3,075	3,075	3,600	17%
		31,191	39,035	36,950	36,950	38,250	4%
<b>PURCHASED PROPERTY SERVICES</b>							
110-431-54-4430	Service Contracts	9,739	9,446	11,000	11,000	11,000	0%
110-431-54-4435	Fleet Maintenance Charges	3,000	5,525	-	-	-	0%
110-431-54-4440	Building Maintenance	12,699	14,869	15,500	15,500	15,500	0%
		25,438	29,840	26,500	26,500	26,500	0%
<b>OTHER PURCHASED SERVICES</b>							
110-431-54-4530	Telephone	616	575	650	650	650	0%
		616	575	650	650	650	0%
<b>SUPPLIES</b>							
110-431-54-4612	Supplies and Tools	8,786	10,536	12,500	12,500	13,000	4%
110-431-54-4620	Utilities	61,925	65,551	80,000	80,000	77,900	-3%
110-431-54-4626	Fuel	2,803	1,108	3,000	2,500	2,000	-33%
110-431-54-4642	Signs	-	498	1,000	1,000	750	-25%
110-431-54-4661	Uniforms	379	1,022	-	-	-	0%
110-431-54-4662	Safety equipment	-	-	-	-	-	0%
		73,893	78,715	96,500	96,000	93,650	-3%
<b>CAPITAL</b>							
110-431-54-4742	Mobile Equipment	2,393	-	-	-	-	0%
110-431-54-4743	Furniture and Equipment	10,990	-	-	-	-	0%
		13,383	-	-	-	-	0%
<b>SPECIAL PROJECTS</b>							
110-431-54-4822	Electrical and HVAC Imp.	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL BUILDING MAINTENANCE</b>		<b>227,456</b>	<b>253,811</b>	<b>246,175</b>	<b>245,675</b>	<b>248,750</b>	<b>1%</b>

# Public Works Department

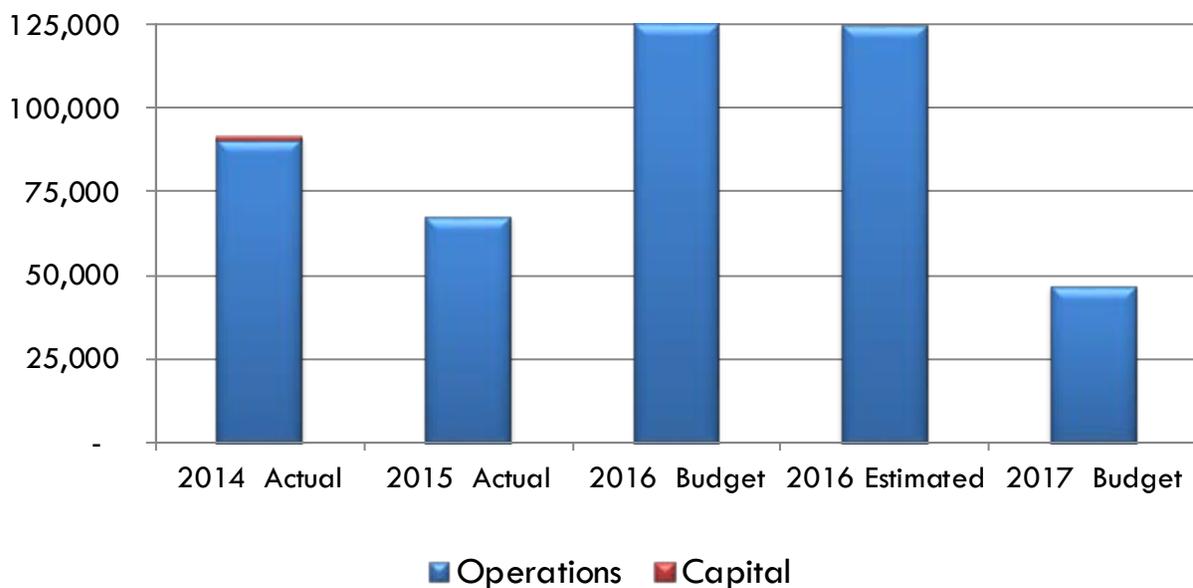
## Mountain Water

### EXPENDITURES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
Personnel Services, Salaries	\$ 52,506	\$ 31,858	\$ 42,600	\$ 42,600	\$ 27,450	-36%
Personnel Services, Benefits	13,572	11,055	15,025	15,025	10,550	-30%
Purchased Professional Services	4,398	5,303	51,000	51,000	3,500	-93%
Purchased Property Services	14,328	14,536	11,000	11,000	1,500	-86%
Supplies	5,474	4,419	5,750	5,250	3,250	-43%
Operating Expenses	\$ 90,278	\$ 67,171	\$ 125,375	\$ 124,875	\$ 46,250	-63%
Capital	1,180	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 91,458</b>	<b>\$ 67,171</b>	<b>\$ 125,375</b>	<b>\$ 124,875</b>	<b>\$ 46,250</b>	<b>-63%</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 Pipeline 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 120 acres of land on Pinyon Mesa. The City maintains a long term water lease with Ronald Tipping for water from Enochs reservoir. This lease is ongoing until sufficient water has been released to Mr. Tipping in exchange for the repair costs incurred for Enochs 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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### 2016 Accomplishments

- Evaluated the operations and liability associated with maintaining a campground facility at Enoch's Reservoir. This resulted in changing the facility to a Day Use Only area for the last 5 months of the year. The City continued to provide trash removal and toilet facilities at Enoch's Reservoir.
- Read and recorded reservoir heights, spring flows, water user flows and monitored and recorded delivery rates weekly for water District 42 and 73.
- Delivered 128.14 acre feet from Reservoirs #1 and #2 in order to avoid a call on these reservoirs this past spring.
- From November 1, 2015 until March 17, 2016, 45.20 acre feet were delivered from Enoch Reservoir in order to fulfill City of Fruita's contract.
- Replaced approximately 1,580 feet of pipe that was leaking, including 2 low point drains, and 1 new tap. Conducted survey and recorded GPS locations of pipe, type of pipe, footage, low-point drains, and tap.
- While conducting a dam inspection on Reservoir #2, city crews noticed a slough on the back of the dam. The Department of Natural Resources Dam Safety Engineer required the City of Fruita to conduct a geotechnical analysis.

### 2017 Budget Highlights

- This budget assumes that a minimum level of service be provided that will only allow for staff to adjust/monitor pipeline flows no more than once per week.
- No pipeline repair projects are budgeted for in 2017.
- Trash collection services provided at Enoch's reservoir will no longer be provided.

### Goals

The goals of this Division have historically been to continue water storage for irrigation water distribution to GPPWUA and other users while providing access to City-owned mountain properties for recreational use. However, these services have proven not to be sustainable and do not have a significant impact toward meeting the City's goals. For this reason, the 2017 budget assumes that a reduced level of service be provided on Pinon Mesa.

### Objectives

- Adjust and monitor irrigation water distribution to GPPWUA and other users throughout the irrigation season.
- Maintain accurate records of irrigation water distribution through flow meter recording.

# Public Works Department

## Mountain Water

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-431-70-4113	Salaries, Public Works	44,905	27,261	35,350	35,350	20,200	-43%
110-431-70-4120	Salaries, Part time	4,164	3,951	3,325	3,325	3,300	-1%
110-431-70-4130	Overtime	3,437	646	3,925	3,925	3,950	1%
		52,506	31,858	42,600	42,600	27,450	-36%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
110-431-70-4210	Health Insurance	6,132	6,229	8,775	8,775	6,525	-26%
110-431-70-4220	FICA Payroll Expense	3,210	1,952	2,650	2,650	1,700	-36%
110-431-70-4221	Medicare Payroll Expense	751	456	625	625	400	-36%
110-431-70-4230	Retirement Contribution	2,021	1,227	1,775	1,775	1,100	-38%
110-431-70-4250	Unemployment Insurance	158	96	150	150	100	-33%
110-431-70-4260	Workers Compensation Insurance	1,300	1,095	1,050	1,050	725	-31%
		13,572	11,055	15,025	15,025	10,550	-30%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-431-70-4330	Legal Fees	4,398	5,303	5,000	5,000	3,500	-30%
110-431-70-4335	Engineering	-	-	46,000	46,000	-	-100%
		4,398	5,303	51,000	51,000	3,500	-93%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
110-431-70-4426	Water Line Repair	7,128	9,406	7,500	7,500	-	-100%
110-431-70-4427	Reservoir Maintenance	3,200	680	3,500	3,500	1,500	-57%
110-431-70-4435	Fleet Maintenance	4,000	4,450	-	-	-	0%
		14,328	14,536	11,000	11,000	1,500	-86%
<b><u>SUPPLIES</u></b>							
110-431-70-4612	Supplies and Tools	1,527	1,156	1,750	1,750	1,750	0%
110-431-70-4626	Fuel	3,947	3,263	4,000	3,500	1,500	-63%
		5,474	4,419	5,750	5,250	3,250	-43%
<b><u>CAPITAL</u></b>							
110-431-70-4743	Furniture and Equipment	1,180	-	-	-	-	0%
		1,180	-	-	-	-	0%
<b>TOTAL MOUNTAIN WATER</b>		<b>91,458</b>	<b>67,171</b>	<b>125,375</b>	<b>124,875</b>	<b>46,250</b>	<b>-63%</b>

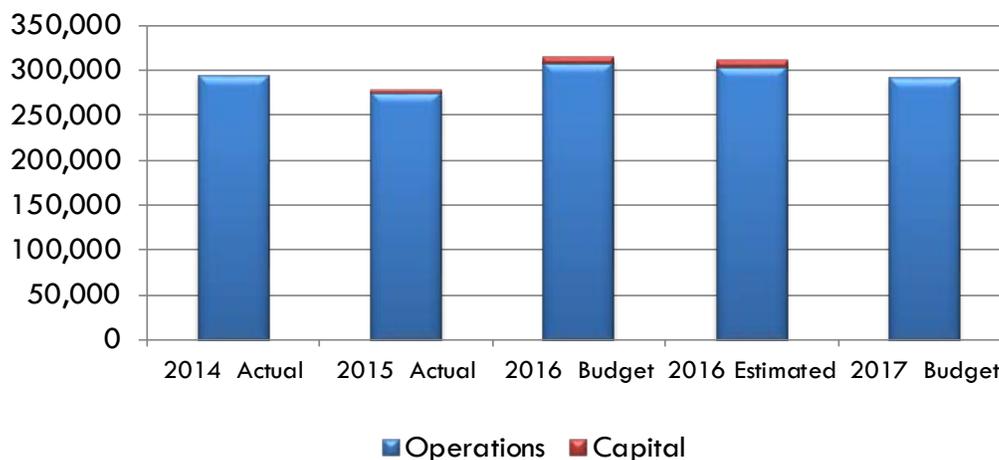
# Public Works Department

## Engineering

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 198,704	\$ 186,454	\$ 188,875	\$ 188,875	\$ 190,700	1%
Personnel Services, Benefits	72,669	73,366	76,175	76,175	74,900	-2%
Purchased Professional Services	6,262	3,848	24,000	24,000	9,000	-63%
Purchased Property Services	8,196	5,000	6,725	6,725	4,200	-38%
Other Purchased Services	2,034	2,158	3,250	2,500	3,250	0%
Supplies	5,500	3,622	8,400	6,100	8,350	-1%
Operating Expenses	\$ 293,365	\$ 274,448	\$ 307,425	\$ 304,375	\$ 290,400	-6%
Capital	-	3,495	7,000	7,000	-	-100%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 293,365</b>	<b>\$ 277,943</b>	<b>\$ 314,425</b>	<b>\$ 311,375</b>	<b>\$ 290,400</b>	<b>-8%</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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### **2016 Accomplishments**

The Engineering Division's 2016 workload remained similar to 2015, and as such kept the same 3.0 FTE's. With the limited staff, the Engineering Division provided a tremendous level of services to the community. Including project management for:

- The completion of a \$1.3 Million capital improvement project, the Little Salt Wash Trail.
- The completion of J 2/10 Road half street improvements from J 3/10 Road to Cottonwoods Subdivision. This eliminated a dangerous condition by removing the power poles in the eastbound shoulder.
- Finalizing the design for the east and west phase of the Kokopelli Section of the Colorado Riverfront Trail System.
- The completion of the Mulberry Sewer Project replacing the sewer from Pabor Avenue to Ottley Avenue.
- The completion of overlays on Coulson near the Community Center, Roberson Drive, 16 Road, 17 Road, and Columbine Avenue.
- Finalizing the design of the Downtown Phase II Streetscape Improvements
- Finalizing the Gateway Master Plan from input packets received in 2015.
- Finalizing the Aspen Alley Drainage and Paving project.

### **2017 Budget Highlights**

The Engineering Division will continue to make every effort to minimize or reduce expenses for the 2017 budget year. Engineering expenses will remain similar to the 2016 budget with the exception that an additional AutoCAD Civil 3D was purchased in 2016. That expenditure will be eliminated from the 2017 budget as it was a one-time purchase in 2016. There will be maintenance costs for the additional license in 2017, but the budget will not be increased to cover those costs.

### **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.

# Public Works Department

## Engineering

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- Maintain an up-to-date GIS database that can be used by a wide variety of users.
- 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 Aspen Alley Drainage and Paving improvements.
- Provide construction management services necessary for the Kokopelli Section of the Colorado Riverfront Trail System.
- Update Engineering Specifications manual and Right-of-Way permit application to improve review and inspection process.

# Public Works Department

## Engineering

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-418-30-4111	Salaries, Administrative	198,704	186,454	188,475	188,475	190,700	1%
110-418-30-4120	Part Time	-	-	-	-	-	0%
110-418-30-4130	Overtime	-	-	400	400	-	-100%
		198,704	186,454	188,875	188,875	190,700	1%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
110-418-30-4210	Health Insurance	45,986	48,219	50,225	50,225	48,575	-3%
110-418-30-4220	FICA Payroll Expense	11,707	11,235	11,725	11,725	11,825	1%
110-418-30-4221	Medicare Payroll Expense	2,738	2,628	2,750	2,750	2,775	1%
110-418-30-4230	Retirement Contribution	8,942	8,390	8,500	8,500	8,600	1%
110-418-30-4250	Unemployment Insurance	596	559	575	575	575	0%
110-418-30-4260	Workers Compensation Ins	2,700	2,335	2,400	2,400	2,550	6%
		72,669	73,366	76,175	76,175	74,900	-2%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-418-30-4310	Professional Development	1,654	1,284	4,000	4,000	4,000	0%
110-418-30-4335	Engineering	4,608	2,564	20,000	20,000	5,000	-75%
		6,262	3,848	24,000	24,000	9,000	-63%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
110-418-30-4430	Service Contracts	2,096	2,475	4,200	4,200	4,200	0%
110-418-30-4435	Fleet Maintenance Charges	6,100	2,525	2,525	2,525	-	-100%
		8,196	5,000	6,725	6,725	4,200	-38%
<b><u>OTHER PURCHASED SERVICES</u></b>							
110-418-30-4530	Telephone	1,711	1,562	2,000	2,000	2,000	0%
110-418-30-4550	Printing	105	596	750	250	750	0%
110-418-30-4551	Publishing	218	-	500	250	500	0%
		2,034	2,158	3,250	2,500	3,250	0%
<b><u>SUPPLIES</u></b>							
110-418-30-4610	Office Supplies	2,154	1,629	3,000	2,500	3,000	0%
110-418-30-4611	Postage	50	-	100	100	100	0%
110-418-30-4612	Supplies and Equipment	1,891	1,069	3,500	2,000	3,500	0%
110-418-30-4626	Gas and Oil	1,405	621	1,300	1,000	1,250	-4%
110-418-30-4661	Uniforms and Safety Equip	-	303	500	500	500	0%
		5,500	3,622	8,400	6,100	8,350	-1%
<b><u>CAPITAL</u></b>							
110-418-30-4742	Mobile Equipment	-	-	-	-	-	0%
110-418-30-4744	Computer Equipment	-	3,495	7,000	7,000	-	-100%
		-	3,495	7,000	7,000	-	-100%
<b><u>SPECIAL PROJECTS</u></b>							
110-418-30-4825	US 6 Access Control Plan	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL ENGINEERING</b>		<b>293,365</b>	<b>277,943</b>	<b>314,425</b>	<b>311,375</b>	<b>290,400</b>	<b>-8%</b>

# Parks and Recreation Department

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# Parks and Recreation Department

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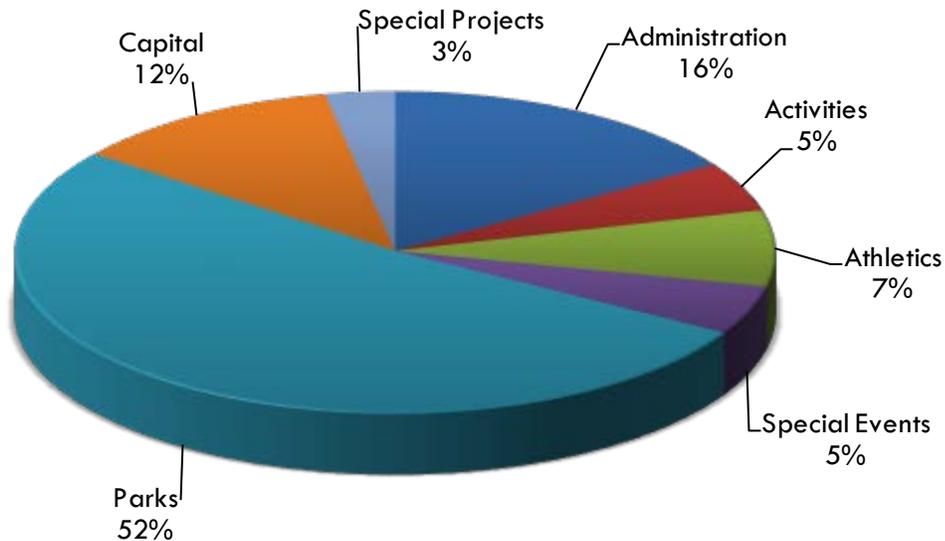
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# Parks and Recreation Department

<b>EXPENSES BY PROGRAM</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Administration	\$ 174,681	\$ 172,904	\$ 178,150	\$ 178,150	\$ 180,025	1%
Activities	40,139	42,961	52,925	52,925	56,400	7%
Athletics	60,605	68,662	84,175	84,175	86,325	3%
Special Events	66,202	63,138	63,900	63,900	55,600	-13%
Parks	551,306	552,539	592,950	586,225	586,800	-1%
Operating Expenses	\$ 892,933	\$ 900,204	\$ 972,100	\$ 965,375	\$ 965,150	-1%
Capital	6,000	12,760	25,900	26,900	131,575	408%
Special Projects	20,464	24,918	43,100	38,100	33,800	-22%
<b>Total Expense</b>	<b>\$ 919,397</b>	<b>\$ 937,882</b>	<b>\$1,041,100</b>	<b>\$1,030,375</b>	<b>\$1,130,525</b>	<b>9%</b>

The purpose 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.

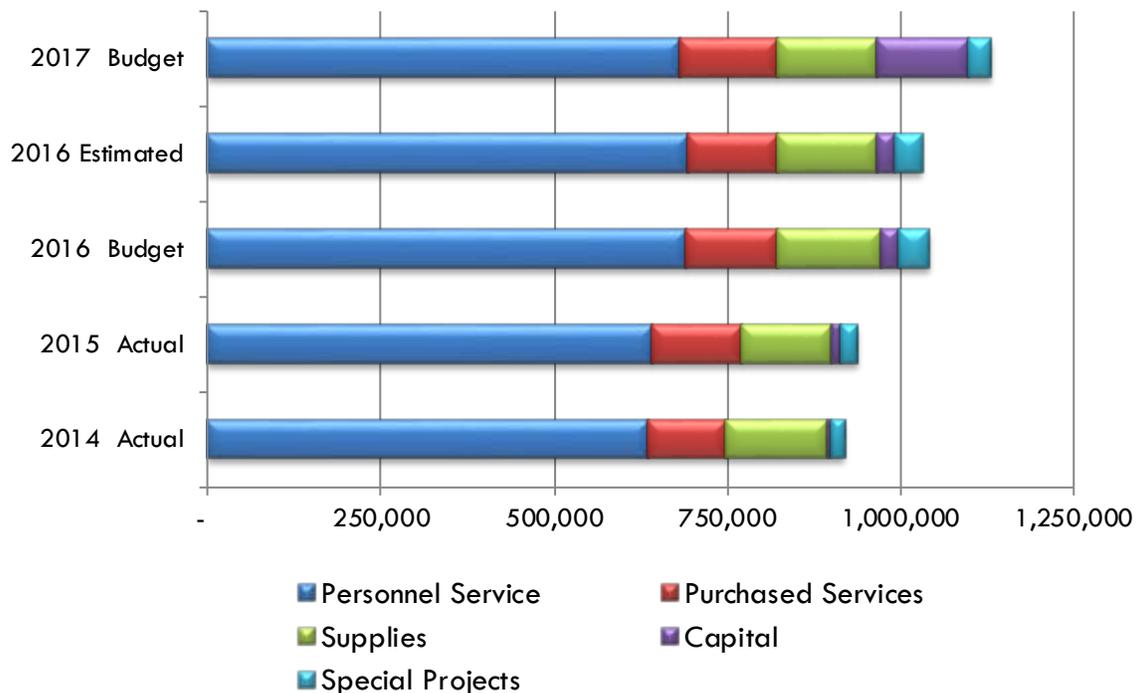
## Parks and Recreation Programs



# Parks and Recreation Department

<b>EXPENSES BY TYPE</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 481,825	\$ 475,389	\$ 513,425	\$ 513,425	\$ 511,750	0%
Personnel Services, Benefits	153,188	167,675	178,000	178,525	169,275	-5%
Purchased Professional Services	30,365	32,389	27,975	27,975	24,225	-13%
Purchased Property Services	71,930	82,069	87,575	87,575	100,375	15%
Other Purchased Services	11,724	14,355	15,950	15,950	16,950	6%
Supplies	143,902	128,327	149,175	141,925	142,575	-4%
Operating Expenses	\$ 892,934	\$ 900,204	\$ 972,100	\$ 965,375	\$ 965,150	-1%
Capital	6,000	12,760	25,900	26,900	131,575	408%
Special Projects	20,464	24,917	43,100	38,100	33,800	-22%
<b>Total Expense</b>	<b>\$ 919,398</b>	<b>\$ 937,881</b>	<b>\$1,041,100</b>	<b>\$1,030,375</b>	<b>\$1,130,525</b>	<b>9%</b>

## Budget History



### Factors Affecting Expenses

Overall expenses of the Parks and Recreation Department of \$1.1 million are budgeted to increase 9% from the \$1.0 million budgeted in 2016.

# Parks and Recreation Department

Purchased professional services are budgeted to decrease 13%. This reduction is in entertainment for special events. The City currently has \$12,000 in committed sponsorships for various special events compared to the \$19,000 received in 2016. Additional sponsorships and donations will be pursued in 2017. In the event these additional sponsorship are obtained, a supplemental appropriation will be made for entertainment or other expenses associated with the special event.

Purchased property services are budgeted to increase 15%. This increase is related to an increase in funds allocated for tamarisk removal along the Little Salt Wash. This increase is funded through a contribution from the Grand Valley Drainage District for drainage improvements. Fleet maintenance charges are also budgeted to increase 18% based on historic costs for maintenance of parks equipment and vehicles.

Special projects are budgeted to decrease 22%. This decrease is due to the reallocation of \$5,000 for a trails planning grant to the Capital Projects Fund.

Capital equipment expenditures are budgeted to increase 408% and reflects annual changes in capital equipment needs in the Parks program. A detailed list of new and replacement equipment is included in the Parks program narrative.

## Personnel

The 2017 Budget includes a reclassification of the recreation supervisor position to Grade 11 and a change in a parks maintenance worker from a maintenance worker I to a maintenance worker II position.

	2014 Actual	2015 Actual	2016 Estimated	2017 Budget
<b>FULL TIME</b>				
Recreation Director	1	1	1	1
Recreation Supervisor	1	1	1	1
Parks Crew Leader	1	1	1	1
Parks MW I	2	2	2	1
Parks MW II	2	1	1	2
Parks SMW I	0	1	1	1
Administrative Technician	1	1	1	1
<b>Subtotal</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>PART TIME AND CONTRACT</b>				
Administration	385	0	0	0
Activities	50	73	950	950
Athletics	1611	1565	1900	1900
Special Events	246	196	250	250
Parks Seasonal	6258	5606	6625	6625
<b>Subtotal</b>	<b>8550</b>	<b>7440</b>	<b>9725</b>	<b>9725</b>
<b>Full Time Equivalents</b>	<b>4.11</b>	<b>3.58</b>	<b>4.68</b>	<b>4.68</b>
<b>TOTAL</b>	<b>12.11</b>	<b>11.58</b>	<b>12.68</b>	<b>12.68</b>

# Parks and Recreation Department

## Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
4111	Salaries, Administrative	151,791	155,357	156,800	156,800	163,125	4%
4113	Salaries, Parks	196,538	202,783	204,050	204,050	200,750	-2%
4120	Part Time	107,545	98,917	115,550	115,550	112,725	-2%
4125	Contract Labor	10,883	9,203	21,250	21,250	22,000	4%
4130	Overtime	15,068	9,129	15,775	15,775	13,150	-17%
		481,825	475,389	513,425	513,425	511,750	0%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
4210	Health Insurance	90,430	103,327	108,550	108,550	98,850	-9%
4220	FICA Payroll Expense	28,779	28,399	30,875	30,875	30,775	0%
4221	Medicare Payroll Expense	6,731	6,641	7,275	7,275	7,250	0%
4230	Retirement Contribution	15,735	16,119	16,825	16,825	16,950	1%
4250	Unemployment Insurance	1,413	1,398	1,550	1,550	1,525	-2%
4260	Workers Compensation Insurance	10,100	11,791	12,925	13,450	13,925	8%
		153,188	167,675	178,000	178,525	169,275	-5%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
4310	Professional Development	7,839	7,581	6,000	6,000	5,900	-2%
4343	Registration Processing Fees	54	135	250	250	250	0%
4345	Background Investigations	498	513	750	750	750	0%
4350	Entertainment	21,974	24,160	20,975	20,975	17,325	-17%
		30,365	32,389	27,975	27,975	24,225	-13%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
4424	Parks Repair & Maintenance	32,280	44,444	45,000	45,000	45,000	0%
4425	Tamarisk Removal	3,000	3,000	3,000	3,000	10,000	233%
4430	Service Contracts	3,750	4,100	4,300	4,300	4,300	0%
4435	Fleet Maintenance Charges	32,900	30,525	31,625	31,625	37,425	18%
4441	Facility Rental	-	-	3,650	3,650	3,650	0%
		71,930	82,069	87,575	87,575	100,375	15%
<b><u>OTHER PURCHASED SERVICES</u></b>							
4530	Telephone	4,026	4,857	5,700	5,700	5,700	0%
4550	Printing	6,423	8,017	8,500	8,500	8,500	0%
4553	Advertising	1,275	1,481	1,750	1,750	2,750	57%
		11,724	14,355	15,950	15,950	16,950	6%
<b><u>SUPPLIES</u></b>							
4610	Office Supplies	3,478	2,728	3,350	3,350	4,000	19%
4611	Postage	850	375	1,500	1,500	1,500	0%
4612	Supplies and Equipment	68,762	63,417	70,425	70,425	69,925	-1%
4620	Utilities	31,934	30,869	29,000	29,000	29,000	0%
4626	Gas and Oil	22,885	15,082	23,700	16,450	17,950	-24%
4629	Water Share Assessments	692	672	1,200	1,200	1,200	0%
4650	Landscaping Supplies	1,042	1,094	5,000	5,000	4,000	-20%
4661	Uniforms and Safety Equipment	2,487	2,290	2,500	2,500	3,000	20%
4680	Refunds	-	-	-	-	-	0%
4690	Supplies for Resale	11,772	11,800	12,500	12,500	12,000	-4%
		143,902	128,327	149,175	141,925	142,575	-4%

# Parks and Recreation Department

## Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>CAPITAL</u></b>							
4742	Mobile Equipment	6,000	12,760	17,500	18,500	126,575	623%
4743	Furniture and Equipment	-	-	8,400	8,400	5,000	-40%
		6,000	12,760	25,900	26,900	131,575	408%
<b><u>SPECIAL PROJECTS</u></b>							
4810	Tree and Art Boards	3,837	1,296	6,400	6,400	2,800	-56%
4821	Fireworks Display	15,211	17,995	23,000	23,000	23,000	0%
4826	Trails Planning	-	-	5,000	-	-	-100%
4842	Scholarship Contributions	1,416	5,626	8,700	8,700	8,000	-8%
		20,464	24,917	43,100	38,100	33,800	-22%
<b>TOTAL EXPENDITURES</b>		<b>919,398</b>	<b>937,881</b>	<b>1,041,100</b>	<b>1,030,375</b>	<b>1,130,525</b>	<b>9%</b>

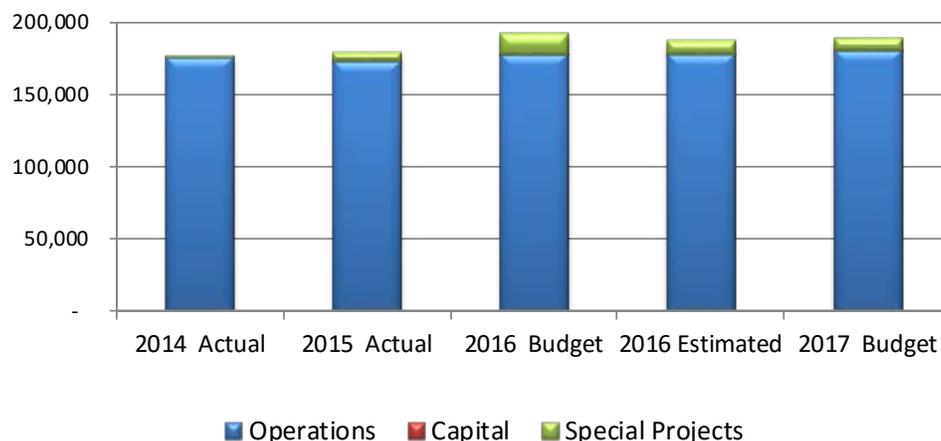
# Parks and Recreation Department Administration

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 120,800	\$ 115,768	\$ 118,000	\$ 118,000	\$ 120,375	2%
Personnel Services, Benefits	36,358	38,833	40,475	40,475	39,925	-1%
Purchased Professional Services	4,262	3,227	2,750	2,750	2,350	-15%
Purchased Property Services	600	1,625	1,925	1,925	1,725	-10%
Other Purchased Services	8,219	9,912	10,200	10,200	10,200	0%
Supplies	4,442	3,539	4,800	4,800	5,450	14%
Operating Expenses	\$ 174,681	\$ 172,904	\$ 178,150	\$ 178,150	\$ 180,025	1%
Capital	-	-	-	-	-	0%
Special Projects	1,416	5,627	13,700	8,700	8,000	0%
<b>Total Expense</b>	<b>\$ 176,097</b>	<b>\$ 178,531</b>	<b>\$ 191,850</b>	<b>\$ 186,850</b>	<b>\$ 188,025</b>	<b>-2%</b>

Parks and Recreation Administration is responsible for the overall stewardship of the department including program administration (youth, adults, seniors, activities, athletics, etc.), financial management, marketing, facility management (including the Fruita Community Center), special events, parks, open space and trail maintenance and the development of new facilities, parks, open space areas and trail. Parks and Recreation Administration will continue to be responsible for city-wide facility (buildings and parks) scheduling and departmental personnel management.

Parks and Recreation Administration provide staff support to the Parks and Recreation Advisory Board, the Senior Task Force, and the Arts and Culture Board. Administration is the primary point of contact for City parks and recreation service to external agencies and organizations including local, state and federal governmental agencies, school district, non-profit organizations, local businesses, and local media. Finally, Parks and Recreation Administration is accountable for ensuring Capital Improvement Projects affecting recreation facilities, park, open space areas and trails are appropriately planned, managed and completed.

## Budget History



# Parks and Recreation Department

## Administration

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### 2016 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 2016, there will be well over 3000 registrations for youth, adult and senior activities and events, over 600 registrations for running races, thousands of visitors to special events (including the Mike the Headless Chicken Festival, Thursday Night Concerts, etc.), approximately 175,000 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 is in its sixth year of operation and continues to fulfill community recreation demands. Through September 2016, the center has experienced it's busiest year to date, approximately 139,000 visits for an average of 543 visits per day. Subsequently, pass revenues are also on pace to exceed budget and be the best year since opening in 2011. FCC Program Revenue in 2016 has exceeded expectations and is estimated to \$15,000 over budget – programs include: swim lessons, private swim lessons, fitness classes, DinoMites camps, etc. FCC point-of-sales have also exceeded expectations as Guest Services has made a concerted effort to offer additional items for sale. FCC Room Rentals have also increase in 2016.

Recreation programs continue to be flat and some programs have been eliminated due to change-over in staff, most notably the karate program. Programming staff has attempted to offer additional programming but due to lack of interest, these programs were not started.

Special Events continue to thrive in the Fruita area. The Parks and Recreation Department coordinates and manages a variety of events such as the Sweetheart Health Expo and 5K Run, Mike the Headless Chicken Festival, Thursday Night Concerts Series, July 3rd Fireworks Show,. Staff also permits and ensures events that are held in the City of Fruita but managed by outside organizations meet safety expectations, Approximately, 30 external events are permitted each year, including the Fat Tire Festival, Maverick Classic Road Bicycle Time Trials, Rim Rock Marathon, Tour of the Moon, Fruita Fall Festival, etc.

The Parks Department continues to maintain of parks, trails, open space lands, and facility at a high level. There are approximately 250 park shelter reservations annually and in 2016 we started charging a modest fee per reservation which has increased fee collection by approximately \$5,000. Parks staff prepared filed for well over 500 baseball, softball, soccer and flag football games throughout the year. and, numerous capital projects were accomplished including the Little Salt Wash Trail and downtown improvements.

Parks and Recreation Administration staff throughout 2016 continued to implement the Parks, Open Space and Trails Master Plan and City Council goals. Staff has made significant progress towards the future development of the Kokopelli Section of the Colorado Riverfront Trail. Designated as a 16 in 2016 trail by Governor Hickenlooper, staff has applied for multiple large grants, including through the Department of Local Affairs, Great Outdoors Colorado and the Colorado Department

# Parks and Recreation Department

## Administration

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of Transportation. Design work for the Kokopelli section is well underway. Staff is working towards future expansion of the little Salt Wash Park, identified in the POST Plan as a high priority park.

Staff has also been working with various local agencies, including BLM, COPMOBA, local businesses etc. to develop new trails on public lands specifically at Mack Ridge in the Kokopelli Trail system. Funding was secured and environmental and cultural studies have been complete on 6.5 miles of new trail and trail re-routes. Staff and others are working on securing funding for construction of these trail section in Fall of 2016.

### **2017 Budget Highlights**

- Scholarship Contributions include a youth summer pass program offered through the local school counselors. Funds are generated through the newly created Youth Scholarship Golf Tournament held in April.
- There are no other major changes – increases / decreases – in the Recreation Administration budget for 2016.

### **Goals**

- Continue to provide Cultural and Recreational opportunities for the residents of the community to maintain and enhance their physical, social and mental well being. Continue to provide Cultural activities that promote community and a small town atmosphere.
- 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 enhance and provide excellent customer service to patrons of the Parks and Recreation Department.
- Continue to implement the mission, goals and projects as set by the Parks, Open Space and Trails Master Plan.
- Work closely with local community partners including but not limited to local businesses, 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, Colorado Canyons Association, Greater Grand Junction Sports Commission, the Outdoor Recreation Coalition, various trails and outdoor recreation organizations in the area, Mesa County and the communities of Grand Junction and Palisade.
- Continue to promote the development of staff and provide a positive working environment.
- Assist with economic development efforts to attract outdoor recreation opportunities and businesses related to outdoor recreation.

# Parks and Recreation Department

## Administration

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### Objectives

- Continue to work towards the development of the Kokopelli Section of the Colorado Riverfront Trail.
- Through community partners, work towards maintaining and developing trail inventory on public lands.
- Work to maintain visits to the Fruita Community Center by offering a clean, safe, and customer friendly atmosphere. Continue to encourage staff 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.
- When needed recruit excellent employees to coordinate programs and maintain facilities for parks and recreation. Provide on-going training opportunities for staff development
- 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 to ensure necessary revenues are realized and expenses are controlled.

# Parks and Recreation Department

## Administration

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-451-20-4111	Salaries, Administrative	117,649	115,673	117,800	117,800	120,225	2%
110-451-20-4120	Part Time	3,097	-	-	-	-	0%
110-451-20-4130	Overtime	54	95	200	200	150	-25%
		120,800	115,768	118,000	118,000	120,375	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-451-20-4210	Health Insurance	21,342	24,350	25,525	25,525	24,700	-3%
110-451-20-4220	FICA Payroll Expense	7,424	7,075	7,325	7,325	7,475	2%
110-451-20-4221	Medicare Payroll Expense	1,736	1,655	1,725	1,725	1,750	1%
110-451-20-4230	Retirement Contribution	5,294	5,205	5,325	5,325	5,425	2%
110-451-20-4250	Unemployment Insurance	362	347	375	375	375	0%
110-451-20-4260	Workers Compensation Ins	200	201	200	200	200	0%
		36,358	38,833	40,475	40,475	39,925	-1%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-451-20-4310	Professional Development	4,208	3,092	2,500	2,500	2,100	-16%
110-451-20-4343	Credit Card Processing Fees	54	135	250	250	250	0%
		4,262	3,227	2,750	2,750	2,350	-15%
<b>PURCHASED PROPERTY SERVICES</b>							
110-451-20-4430	Service Contracts	-	-	300	300	300	0%
110-451-20-4435	Fleet Maintenance Charges	600	1,625	1,625	1,625	1,425	-12%
		600	1,625	1,925	1,925	1,725	-10%
<b>OTHER PURCHASED SERVICES</b>							
110-451-20-4530	Telephone	1,796	1,895	1,700	1,700	1,700	0%
110-451-20-4550	Printing	6,423	8,017	8,500	8,500	8,500	0%
		8,219	9,912	10,200	10,200	10,200	0%
<b>SUPPLIES</b>							
110-451-20-4610	Office Supplies	3,478	2,728	3,350	3,350	4,000	19%
110-451-20-4611	Postage	446	85	1,000	1,000	1,000	0%
110-451-20-4626	Gas and Oil	518	726	450	450	450	0%
		4,442	3,539	4,800	4,800	5,450	14%
<b>CAPITAL</b>							
110-451-20-4743	Furniture and Equipment	-	-	-	-	-	0%
110-451-20-4744	Computer Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>SPECIAL PROJECTS</b>							
110-451-20-4826	Trail Planning Contribution	-	-	5,000	-	-	-100%
110-451-20-4842	Scholarship Contributions	1,416	5,627	8,700	8,700	8,000	-8%
		1,416	5,627	13,700	8,700	8,000	-42%
<b>TOTAL EXPENDITURES</b>		<b>176,097</b>	<b>178,531</b>	<b>191,850</b>	<b>186,850</b>	<b>188,025</b>	<b>-2%</b>

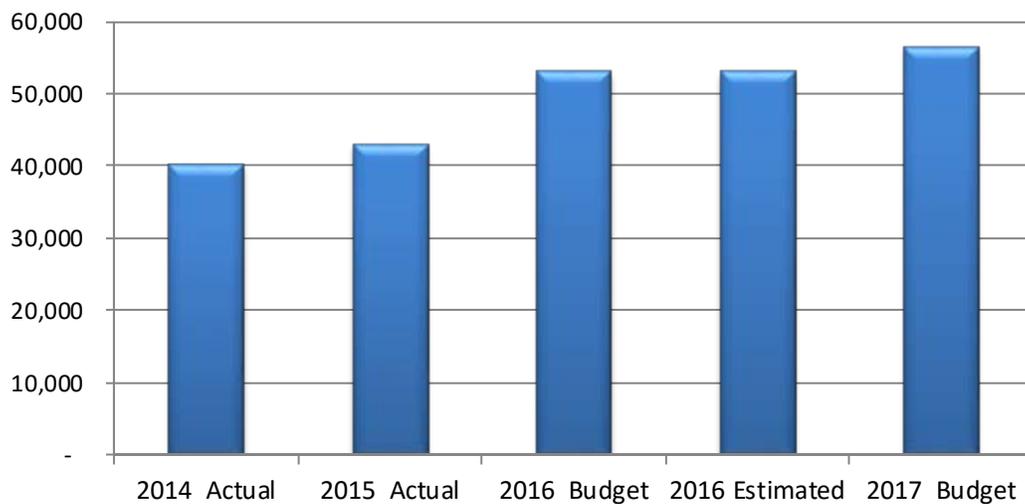
# Parks and Recreation Department

## Activities

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 28,231	\$ 29,679	\$ 35,500	\$ 35,500	\$ 37,450	5%
Personnel Services, Benefits	11,503	12,357	13,350	13,350	13,475	1%
Purchased Professional Services	353	423	150	150	550	267%
Purchased Property Services	-	-	-	-	-	0%
Other Purchased Services	-	250	250	250	750	200%
Supplies	52	252	3,675	3,675	4,175	14%
Operating Expenses	\$ 40,139	\$ 42,961	\$ 52,925	\$ 52,925	\$ 56,400	7%
Capital	-	-	-	-	-	0%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 40,139</b>	<b>\$ 42,961</b>	<b>\$ 52,925</b>	<b>\$ 52,925</b>	<b>\$ 56,400</b>	<b>7%</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, mental and social development. Recreation Activities include a variety of programs including: dance, art, music, and MESA programs etc.

### Budget History



# Parks and Recreation Department

## Activities

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### 2016 Accomplishments

We continued to offer a variety of activities throughout the year and have added some programs while dropping others. We contracted with John McConnell Math & Science Center to offer MESA-type educational programming which were extremely popular summer 2016 camps. We also added a fencing programming for the first time in the Fall 2016 and have seen strong registrations initially.

### **Program Participation**

Youth Activities	2014	2015	2016
Dance Combo/Hip Hop	65	52	17
Pre K Creative Movement	76	15	
Theater/Performance Classes	28	6	
Tumble Tots	42	69	46
Ballet	-	-	33
Fencing	-	-	14
Math and Science	-	-	76
*Enrollments through 9/29/15	<b>211</b>	<b>218</b>	<b>186</b>

### 2017 Budget Highlights

- Increase marketing/advertising budget by \$500 to promote youth activities and programs, specifically through the Schools District PeachJar method of communication with parents.
- No other significant budget changes.

### Goals

- Continue to meet the needs of the community by maintaining, enhancing and improving their physical and mental well-being through current and new activities and programs.
- Continue to offer, coordinate and evaluate current activities and programs.
- Continue to build new programs as the demand increases for a variety of different activities and programs.
- Research and potentially implement new youth activity programs to offer, including an art program

# Parks and Recreation Department

## Activities

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### Objectives

- Continue maintaining current level of activity course offerings by ensuring that instructors and class leaders are providing quality instruction.
- Continue to explore and utilize the appropriate marketing tools which will help increase activity and program attendance.
- Increase programming where needed to meet community needs and demands.

# Parks and Recreation Department

## Activities

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-451-21-4111	Salaries, Full Time	18,393	19,681	19,500	19,500	21,450	10%
110-451-21-4120	Part Time	5,710	4,984	5,000	5,000	4,000	-20%
110-451-21-4125	Contract Labor	4,128	5,014	11,000	11,000	12,000	9%
110-451-21-4130	Overtime	-	-	-	-	-	0%
		28,231	29,679	35,500	35,500	37,450	5%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
110-451-21-4210	Health Insurance	8,038	8,632	9,125	9,125	8,825	-3%
110-451-21-4220	FICA Payroll Expense	1,471	1,501	1,850	1,850	1,950	5%
110-451-21-4221	Medicare Payroll Expense	344	351	450	450	475	6%
110-451-21-4230	Retirement	828	886	900	900	975	8%
110-451-21-4250	Unemployment Insurance	72	74	100	100	100	0%
110-451-21-4260	Workers Compensation Ins	750	913	925	925	1,150	24%
		11,503	12,357	13,350	13,350	13,475	1%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-451-21-4310	Professional Development	289	415	-	-	400	N/A
110-451-21-4345	Background Investigations	64	8	150	150	150	0%
		353	423	150	150	550	267%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
110-451-21-4441	Facility Rental	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b><u>OTHER PURCHASED SERVICES</u></b>							
110-451-21-4553	Advertising	-	250	250	250	750	200%
		-	250	250	250	750	200%
<b><u>SUPPLIES</u></b>							
110-451-21-4612	Supplies and Equipment	52	252	3,675	3,675	4,175	14%
110-451-21-4680	Refunds	-	-	-	-	-	0%
		52	252	3,675	3,675	4,175	14%
<b>TOTAL EXPENDITURES</b>		<b>40,139</b>	<b>42,961</b>	<b>52,925</b>	<b>52,925</b>	<b>56,400</b>	<b>7%</b>

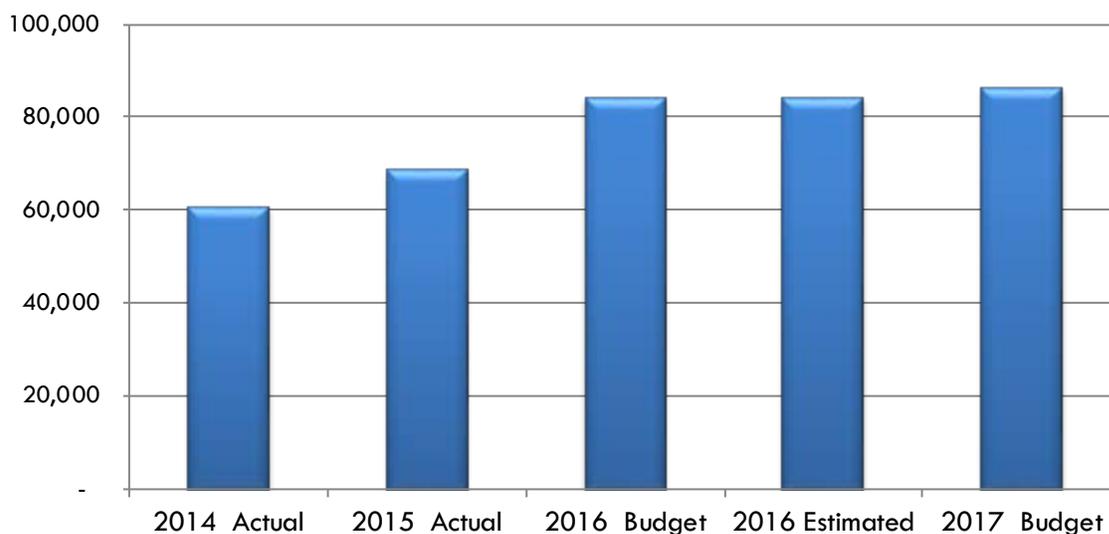
# Parks and Recreation Department

## Athletics

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 38,605	\$ 40,118	\$ 49,300	\$ 49,300	\$ 50,850	3%
Personnel Services, Benefits	11,523	13,773	14,375	14,375	14,575	1%
Purchased Professional Services	750	997	1,100	1,100	1,000	-9%
Purchased Property Services	-	-	3,650	3,650	3,650	0%
Other Purchased Services	-	125	-	-	500	0%
Supplies	9,727	13,649	15,750	15,750	15,750	0%
Operating Expenses	\$ 60,605	\$ 68,662	\$ 84,175	\$ 84,175	\$ 86,325	3%
Capital	-	-	-	-	-	0%
Special Projects	-	-	-	-	-	0%
<b>Total Expense</b>	<b>60,605</b>	<b>68,662</b>	<b>84,175</b>	<b>84,175</b>	<b>86,325</b>	<b>3%</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. Providing quality programs to the families of Fruita and surrounding areas provides services that they may not otherwise receive.

### Budget History



# Parks and Recreation Department

## Athletics

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### 2016 Accomplishments

We continue to offer athletic programs for our areas youth. Registration numbers remain consistent with previous years. In Fall soccer we transitioned from the normal t-shirt uniform to a reversible jersey that players/parents purchase once and can use for multiple seasons. This was done in hopes of reducing program costs (however, we experienced a high cost in the initial season to allow families to adjust to the method) as well as providing layers a higher quality jersey for games.

### **Program Participation**

	Season	2013	2014	2015	2016
Soccer Spring	Spring	178	220	206	219
Soccer Fall	Fall	187	190	231	227
Pee Wee Soccer Spring	Spring	20	47	36	38
Pee Wee Soccer Fall	Fall	15	20	12	18*
Challenger Soccer Camp	Summer	32	32	26	##
Girls Basketball	Winter	90	80	74*	43*
Boys Basketball	Winter	179	168	171	161
Junior Jammers	Winter	23	13	16	15
Flag Football	Fall	78	71	85	84
Wrestling	Winter	19	17	16	*
Basketball Skills Camp/Clinics	Spr/Su/W	109	145	122	73*
Track and Field Camp	Summer	12	27	32	50
Tennis	Summer	38	32	46	19
Adobe Golf Camps	Summer	22	27	15	27
Karate	All	97	94	45	26^
Adult Co-Ed Volleyball	Spring/Fall	14	12	7*	8*
*Enrollments through September 11, 2016					
^Program resumed in Fall 2016		1113	1195	1096	1008

Athletics had consistent showings for our youth sports: youth soccer, pee wee soccer, flag football, boys and girls basketball, junior jammers, wrestling, and tennis camp. Our continued partnership with Grand Junction P&R provides basketball leagues for boys and girls grades 3-8. We served over 446 youth soccer players combined between the spring and fall seasons, which is our biggest year to date. We also continued to host a British Challenger Soccer Camp in the summer of 2016 and our Attack Basketball Camps continue to remain strong.

# Parks and Recreation Department

## Athletics

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### 2017 Budget Highlights

- Supplies and equipment were increased in 2016 to include higher quality athletic jerseys for participants. Jerseys will be sold to participants and program revenues have been accordingly adjusted.
- Increase marketing and advertising to \$500 to promote programs through various outlets but specifically through the schools districts PeachJar method of communication with parents and families.

### 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
- Provide more offerings for adult recreation
- Ensure athletic programs are safe for participants, spectators and employees
- Continue to evaluate and create new sports programs for adults and youth
- Provide adequate promotional materials and contacts for athletic programs to increase participation in all athletic programs
- Evaluate programs for all athletic and activities programs

### Objectives

- Continue to maintain youth and adult athletic offerings for the community
- Increase revenue in youth and adult programming by strengthening logistics, marketing and employee training activities.
- Continue to perform background checks on all volunteer coaches, provide training to officials and staff, and ensure facilities used are free of hazards.
- Build strong relationships with volunteer coaches and parents to ensure successful programming
- Promote and evaluate programs to ensure the needs of participants, parents, and families are being met.

# Parks and Recreation Department

## Athletics

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-451-25-4111	Salaries, Full Time	15,748	20,004	19,500	19,500	21,450	10%
110-451-25-4120	Part Time	16,102	15,925	19,800	19,800	19,400	-2%
110-451-25-4125	Contract Labor	6,755	4,189	10,000	10,000	10,000	0%
110-451-25-4130	Overtime	-	-	-	-	-	0%
		38,605	40,118	49,300	49,300	50,850	3%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-451-25-4210	Health Insurance	7,275	8,834	9,125	9,125	8,825	-3%
110-451-25-4220	FICA Payroll Expense	1,954	2,199	2,425	2,425	2,550	5%
110-451-25-4221	Medicare Payroll Expense	457	514	575	575	600	4%
110-451-25-4230	Retirement	742	900	875	875	975	11%
110-451-25-4250	Unemployment Insurance	95	108	125	125	125	0%
110-451-25-4260	Workers Compensation Ins	1,000	1,218	1,250	1,250	1,500	20%
		11,523	13,773	14,375	14,375	14,575	1%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-451-25-4310	Professional Development	316	492	500	500	400	-20%
110-451-25-4345	Background Investigations	434	505	600	600	600	0%
		750	997	1,100	1,100	1,000	-9%
<b>PURCHASED PROPERTY SERVICES</b>							
110-451-25-4441	Facility Rental	-	-	3,650	3,650	3,650	0%
		-	-	3,650	3,650	3,650	0%
<b>OTHER PURCHASED SERVICES</b>							
110-451-25-4553	Advertising	-	125	-	-	500	0%
		-	125	-	-	500	0%
<b>SUPPLIES</b>							
110-451-25-4612	Supplies and Equipment	9,727	13,649	15,750	15,750	15,750	0%
110-451-25-4680	Refunds	-	-	-	-	-	0%
		9,727	13,649	15,750	15,750	15,750	0%
<b>CAPITAL</b>							
110-451-25-4743	Furniture and Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>		<b>60,605</b>	<b>68,662</b>	<b>84,175</b>	<b>84,175</b>	<b>86,325</b>	<b>3%</b>

# Parks and Recreation Department

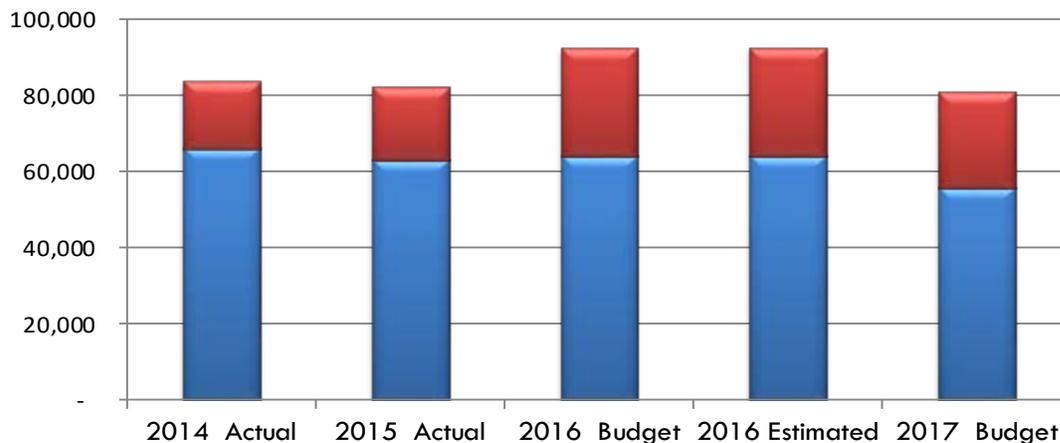
## Special Events

<b>EXPENDITURES</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
Personnel Services, Salaries	\$ 3,393	\$ 2,750	\$ 3,950	\$ 3,950	\$ 3,800	-4%
Personnel Services, Benefits	327	336	475	475	475	0%
Purchased Professional Services	22,001	24,160	20,975	20,975	17,325	-17%
Other Purchased Services	1,275	1,107	1,500	1,500	1,500	0%
Supplies	39,206	34,785	37,000	37,000	32,500	-12%
Operating Expenses	\$ 66,202	\$ 63,138	\$ 63,900	\$ 63,900	\$ 55,600	-13%
Capital	-	-	-	-	-	0%
Special Projects	17,250	18,986	28,600	28,600	25,000	0%
<b>Total Expense</b>	<b>\$ 83,452</b>	<b>\$ 82,124</b>	<b>\$ 92,500</b>	<b>\$ 92,500</b>	<b>\$ 80,600</b>	<b>-13%</b>

Special Events presented by the City of Fruita help bring the community together, keep people active, and provide fun and affordable family activities and outings. Events sponsored by the City of Fruita in 2016 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, 3rd of July Fireworks Show, Truck-n-Treat, Arts and Crafts Fair, and Cookies N Claus.

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. Events sponsored by the City of Fruita in 2016 include: Girls on the Run 5K race, Fat Tire Festival, Gear Up Festival, Famers Market, Food Truck Fridays, Fall Festival, Tour of the Moon, Rim Rock Marathon, Hometown Christmas and more.

### Budget History



# Parks and Recreation Department

## Special Events

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### 2016 Accomplishments

The Sweetheart Run in February drew another large crowd, with 336 registered runners in the 5k and 10k runs. The health expo sponsored and coordinated by Family Health West was held in the FCC gym and offered free health screenings and educational booths. Rocky Mountain Orthopedic Associates donated, again, a TV for the “Best Dressed Sweetheart Couple”.

Newly added in 2016 was the Arts and Culture Boards Evening of Art event. Held in March, the event drew over 100 attendees and raised over \$3000 to go towards art in the community. Funds have been placed in a reserve account for future use. Alpine Bank and Family Health West were co-title sponsors for the event and many other organizations provided funding in a variety of ways. The event was held at the Fruita Community Center which was transformed into a elegant stage for art, music and local foods and drink.

Another event was created in 2016 to again raise funds for community use. The first annual Youth Scholarship Golf Tournament was held in early April and attracted 86 golfers and multitude of hole sponsors and funders. The Fruita Rotary Club was the title sponsor and the event raised almost \$6,000 for the youth scholarship program. As a result of the funds raised, 50 summer youth passes were provide to local area school counselors to distribute to children who they believe would benefit from visiting and using the Fruita Community Center over the summer.

Arbor Day was held in April. The celebrations started with a 5th grade Arbor Day poster competition. Each 5th 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 the Fruita Police Department in memoriam of falling officers. The planting was led by Colorado State Forester Cami Long, and the Mayor, Lori Buck, read the proclamation. Free tree saplings were distributed to community members, free crafts were available for kids, and the CSU Extension Program was available for questions.

The 17th Annual Mike the Headless Chicken Festival was themed “USA Mike: Going for the Gold”. The event was sponsored by Credit Union of Colorado, which we are in the 2nd year of a 3 year deal for \$5,000/year.

- Event entertainment included We Speak Imaginese, The Williams Brothers Band, Shotgun Hodown, and Cracker. All entertainment was booked through local promoter James Williams. Entertainment, specifically Cracker was excellent and brought significantly more attendees to the festival.
- Throughout the event, people were entertained by free backyard games, great live entertainment, peep and wing eating contests, rooster calling contest, car show, 5k run and lots of food and vendors.
- The ‘Mike Store’ sold more than \$8,000 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 133 participants.

# Parks and Recreation Department

## Special Events

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- The Blue Dots Car Show had over 120 cars entered.
- The festival was featured by local media, such as the Free Press, GJ Sentinel, MBC Grand Broadcasting Radio Stations, The Nickel and the Out and About
- 2016 was the second year that Mike the Headless Chicken festival partnered with the High Plains Poultry Club that hosted a poultry show. Over 120 chickens were on display in the Civic Center and we will look to continue in 2017.

The Thursday Night Concert Series was held every Thursday evening for 10 weeks during the summer months. A variety of entertainers performed and the concert series continues to attract good crowds in downtown on Thursday evenings.

The City of Fruita hosted the July 3rd fireworks again this year. Fireworks West was contracted to set the fireworks off instead of City Staff. This event worked closely with the Police Department to ensure safe exiting after the show. Fruita South Side Businesses capitalized on the fireworks by hosting 'Family Fun Day' in the south side shopping area parking lot and businesses. Traffic control services increased by \$1,500 to over \$8,000 in costs.

The sixth annual Back to School Bike Rodeo was held August 13th in partnership with the Fruita Police Department and Coloramo Credit Union. It was reconstructed with the use of Grand Valley Bikes Instructors and the Safe Routes to School program which resulted in the increased attendance of over 100 children. Children were able to register their bikes, have bikes inspected by a mechanic, learn safety skills, get their helmets properly sized and fitted and complete a fun safety course. Coloramo Credit Union handed out free helmets.

Truck-n-Treat is a free event created for the youth and families of the community. Approximately 42 vehicles and 2 jeep clubs were at the 2015 Truck-n-Treat and we anticipate as many or more in 2016. It is estimated that more than 3,000 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.

### **2017 Budget Highlights**

- The Arts and Culture Board budget has been increased by \$1,000 to fund the expansion of the Evening of Art event. Donation revenues have subsequently been increased as well.
- The Entertainment budget has been reduced as per normal and will be increased throughout the year as sponsorships for events are obtained.

### **Objectives**

# Parks and Recreation Department

## Special Events

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- Continue to provide free and low cost activities and events throughout the year.
- Continue to improve Mike the Headless Chicken Festival by increasing the number of vendors, adding additional free family games, and increasing the public awareness of the event.
- 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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-451-29-4111	Salaries	-	-	-	-	-	0%
110-451-29-4120	Part Time	2,541	2,184	2,700	2,700	2,800	4%
110-451-29-4125	Contract Labor	-	-	250	250	-	0%
110-451-29-4130	Overtime	852	566	1,000	1,000	1,000	0%
		3,393	2,750	3,950	3,950	3,800	-4%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
110-451-29-4210	Health Insurance	-	-	-	-	-	0%
110-451-29-4220	FICA Payroll Expense	210	171	250	250	250	0%
110-451-29-4221	Medicare Payroll Expense	49	40	75	75	75	0%
110-451-29-4230	Retirement Contribution	8	2	-	-	-	0%
110-451-29-4250	Unemployment Insurance	10	8	25	25	25	0%
110-451-29-4260	Workers Compensation Ins	50	115	125	125	125	0%
		327	336	475	475	475	0%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-451-29-4310	Professional Development	27	-	-	-	-	0%
110-451-29-4350	Entertainment	21,974	24,160	20,975	20,975	17,325	-17%
		22,001	24,160	20,975	20,975	17,325	-17%
<b><u>OTHER PURCHASED SERVICES</u></b>							
110-451-29-4553	Advertising	1,275	1,107	1,500	1,500	1,500	0%
		1,275	1,107	1,500	1,500	1,500	0%
<b><u>SUPPLIES</u></b>							
110-451-29-4610	Office Supplies	-	-	-	-	-	0%
110-451-29-4611	Postage	404	289	500	500	500	0%
110-451-29-4612	Supplies and Equipment	27,030	22,696	24,000	24,000	20,000	-17%
110-451-29-4690	Supplies for Resale	11,772	11,800	12,500	12,500	12,000	-4%
		39,206	34,785	37,000	37,000	32,500	-12%
<b><u>SPECIAL PROJECTS</u></b>							
110-451-29-4810	Arts and Culture Board	2,039	991	5,600	5,600	2,000	-64%
110-451-29-4821	Fireworks Display	15,211	17,995	23,000	23,000	23,000	0%
		17,250	18,986	28,600	28,600	25,000	-13%
<b>TOTAL EXPENDITURES</b>		<b>83,452</b>	<b>82,124</b>	<b>92,500</b>	<b>92,500</b>	<b>80,600</b>	<b>-13%</b>

# Parks and Recreation Department

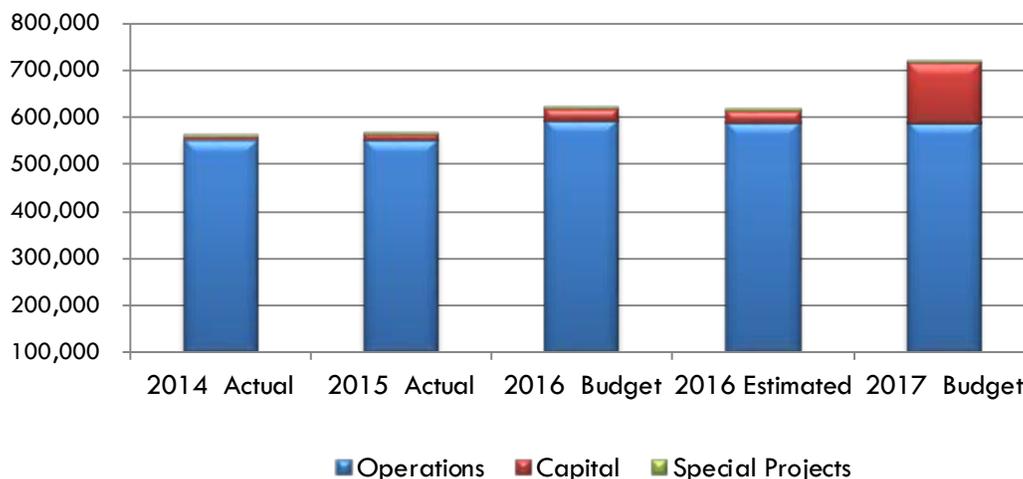
## Parks

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 290,795	\$ 287,074	\$ 306,675	\$ 306,675	\$ 299,275	-2%
Personnel Services, Benefits	93,475	102,376	109,325	109,850	100,825	-8%
Purchased Professional Services	3,000	3,582	3,000	3,000	3,000	0%
Purchased Property Services	71,330	80,444	82,000	82,000	95,000	16%
Other Purchased Services	2,229	2,962	4,000	4,000	4,000	0%
Supplies	90,477	76,101	87,950	80,700	84,700	-4%
Operating Expenses	\$ 551,306	\$ 552,539	\$ 592,950	\$ 586,225	\$ 586,800	-1%
Capital	6,000	12,760	25,900	26,900	131,575	408%
Special Projects	1,798	305	800	800	800	0%
<b>Total Expense</b>	<b>\$ 559,104</b>	<b>\$ 565,604</b>	<b>\$ 619,650</b>	<b>\$ 613,925</b>	<b>\$ 719,175</b>	<b>16%</b>

The Parks Division provides and generally maintains parks, trails, and open space lands in the best possible condition while ensuring a clean and safe environment for community members to enjoy these areas. Areas of concentration for the Parks Division include:

- Grounds management such as mulching, mowing, transplanting, fertilizing, irrigating, planting, and pruning
- Planting and maintenance of trees and maintenance of the tree farm
- Trash removal is performed 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
- Supporting internal and external community / special events

### Budget History



# Parks and Recreation Department

## Parks

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### 2016 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), 10.2 mi. of trails system, downtown planters and all grounds at the Fruita Community Center, Police Department, Waste Water Treatment Facility, City Shops, and the Fruita Civic Center. Ensure irrigation is running optimally and repair the multitude of line breaks throughout the year.

Participated in the final construction of the new City Shops facility. Ensured newly constructed spaces meet the needs of the parks department in future years. Occupied parks space at the new City Shops.

Participated in the construction of the Downtown Streetscape project to ensure electrical meets future needs for special events and appropriate plantings are selected and appropriately installed as well as irrigation is adequately designed and installed. Worked with local artist to create and install 8 bike racks (two bike corrals), two new bench (one to be solar powered for cell phone charging), and 4 new trash / recycling receptacles. Also replaced all banners downtown and along highway 340.

Made improvements to the Civic Center Memorial Park, including Veterans Memorial clean up (applied stucco to memorial and cleaned marble plaques), moved bus stop enclosure to new downtown location, added large boulder rock alongside pavilion, worked with Public Works and contractor to replace pavilion overhang and install new cover

Assisted with the Little Salt Wash Trail capital project by developing 4 education signs, installing wayside along the Colorado River, developing and installing trail signage, working with local artist to produce and install 3 benches along the trail and generally working with engineering staff and contractors to ensure trail meets specifications. LSW Trail was opened to the community in June 2016.

Replaced windscreen on fields 2 and 3 at Little Salt Wash Park. Worked with Fruita Little League to install 2 batting cages. Contracted to trim and clean large cottonwood trees along the Little Salt Wash.

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 Fruita's youth soccer and youth flag football programs.

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 3rd Celebration, Farmers Market, Food Truck Friday Fruita Fall Festival, and Truck-n-Treat. Coordinated all electrical needs for special events. Assisted with planning activities and provided staffing to assist fire personnel with suppressing spot fires during the July 3rd Fireworks Celebration.

Hosted tournaments (Triple Crown Baseball and Fruita Little League) at Little Salt Wash Park. Prepared fields by dragging and lining for games and providing upkeep during the tournaments. Worked with Fruita Monument High School to provide field space for softball and baseball practices as well as games. Hosted baseball, softball and soccer camps as well as a regional K9 competition at Little Salt Wash Park.

# Parks and Recreation Department

## Parks

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Worked with the Fruita Fire Department and Colorado National Guard Fire Team to do fire mitigation on Little Salt Wash east of Dan Williams Park and south of the Ottley Avenue Bridge. With funds obtained by Lower Valley Fire Department to conduct fire mitigation, coordinated contractual services to trim trees and clean up under-brush along side Creekside trail. Coordinated the Western Colorado Conservation Corps to eradicate tamarisk and Russian olives at Snooks Bottom Open Space Area.

Repaired fencing along access road to Snooks Bottom Open Space. Contracted to mitigate weeds at Snooks Bottom Open Space, the Fruita Riverfront Park and along the newly constructed Little Salt Wash Trail. Began maintaining dog waste collections at Devil's Canyon Trailhead to support BLM's operations.

### **2017 Budget Highlights**

- Decrease Landscaping supplies by \$1,000 (increased in 2015 for the additional need for purchase of mulching and playground chips).
- Increase supplies and tools budget by \$3,000.
- Increase Uniforms and safety equipment by \$500.
- Capital equipment of \$131,575 includes the following:
  - Replacement Equipment - \$101,325
    - 2 Trucks, 4 x 2 - \$60,500
    - 1 Front Mower - \$35,825
    - 1 Sail at Little Salt Wash Park playground - \$5,000
  - New Equipment - \$30,250
    - 1 Truck, 4 x 2 for part time and seasonal maintenance crew - \$30,250

### **Goals**

Continue to improve all City park, trail and open space systems.

Look for areas to improve efficiencies in the Parks Division operations

Participate in the in design and construction of Parks related Capital Projects.

### **Objectives**

- 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:

# Parks and Recreation Department

## Parks

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- Turf care: Cut a minimum once every 5 days or as needed
  - Fertilizer: Apply one time per year to maintain healthy grass.
  - Irrigation: Supplemental irrigation on demand at least 3 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 7 times per week
  - Snow Removal: Remove snow that has accumulated more than 2 inches along trails and public sidewalks, focusing on transportation corridors for public facilities and schools.
- Continue to add trees to the City Parks for beautification, environmental protection and cooling of concreted / asphalted areas.
  - 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 following Capital Projects: I-70/Hwy 340 Gateway Enhancement, Kokopelli Trail Section of the Riverfront Trail, Reed Park Playground Improvements, and the Snooks Bottom ADA access improvements

# Parks and Recreation Department

## Parks

<b>Expenses</b>		2014	2015	2016	2016	2017	%
Account	Description	Actual	Actual	Adopted	Estimated	Budget	Change
<b>PERSONNEL SERVICES, SALARIES</b>							
110-451-80-4113	Salaries, Public Works	196,538	202,784	204,050	204,050	200,750	-2%
110-451-80-4120	Part Time	80,095	75,823	88,050	88,050	86,525	-2%
110-451-80-4130	Overtime	14,162	8,467	14,575	14,575	12,000	-18%
		290,795	287,074	306,675	306,675	299,275	-2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
110-451-80-4210	Health Insurance	53,774	61,511	64,775	64,775	56,500	-13%
110-451-80-4220	FICA Payroll Expense	17,721	17,453	19,025	19,025	18,550	-2%
110-451-80-4221	Medicare Payroll Expense	4,145	4,082	4,450	4,450	4,350	-2%
110-451-80-4230	Retirement Contribution	8,863	9,125	9,725	9,725	9,575	-2%
110-451-80-4250	Unemployment Insurance	872	861	925	925	900	-3%
110-451-80-4260	Workers Compensation Ins	8,100	9,344	10,425	10,950	10,950	5%
		93,475	102,376	109,325	109,850	100,825	-8%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
110-451-80-4310	Professional Development	3,000	3,582	3,000	3,000	3,000	0%
		3,000	3,582	3,000	3,000	3,000	0%
<b>PURCHASED PROPERTY SERVICES</b>							
110-451-80-4424	Parks Repair & Maintenance	32,280	44,444	45,000	45,000	45,000	0%
110-451-80-4425	Tamarisk Removal	3,000	3,000	3,000	3,000	10,000	233%
110-451-80-4430	Service Contracts	3,750	4,100	4,000	4,000	4,000	0%
110-451-80-4435	Fleet Maintenance Charges	32,300	28,900	30,000	30,000	36,000	20%
		71,330	80,444	82,000	82,000	95,000	16%
<b>OTHER PURCHASED SERVICES</b>							
110-451-80-4530	Telephone	2,229	2,962	4,000	4,000	4,000	0%
		2,229	2,962	4,000	4,000	4,000	0%
<b>SUPPLIES</b>							
110-451-80-4612	Supplies and Tools	31,954	26,820	27,000	27,000	30,000	11%
110-451-80-4620	Utilities	31,934	30,869	29,000	29,000	29,000	0%
110-451-80-4626	Fuel	22,367	14,356	23,250	16,000	17,500	-25%
110-451-80-4629	Water Share Assessments	693	672	1,200	1,200	1,200	0%
110-451-80-4650	Landscaping Supplies	1,042	1,094	5,000	5,000	4,000	-20%
110-451-80-4661	Uniforms and Safety Equip	2,487	2,290	2,500	2,500	3,000	20%
		90,477	76,101	87,950	80,700	84,700	-4%
<b>CAPITAL</b>							
110-451-80-4742	Mobile Equipment	6,000	12,760	17,500	18,500	126,575	623%
110-451-80-4743	Furniture and Equipment	-	-	8,400	8,400	5,000	-40%
		6,000	12,760	25,900	26,900	131,575	408%
<b>SPECIAL PROJECTS</b>							
110-451-80-4810	Tree Projects	1,798	305	800	800	800	0%
		1,798	305	800	800	800	0%
<b>TOTAL PARKS</b>		<b>559,104</b>	<b>565,604</b>	<b>619,650</b>	<b>613,925</b>	<b>719,175</b>	<b>16%</b>

# Non-Departmental

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# Non-Departmental

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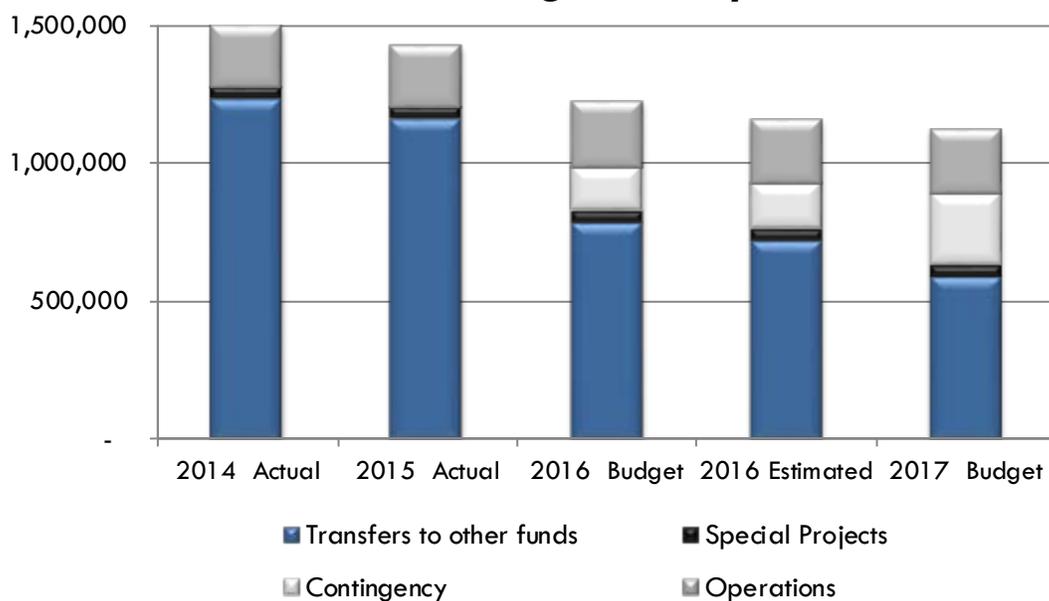
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# Non-Departmental

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Personnel Services, Benefits	23,093	20,087	22,200	22,500	21,500	-3%
Purchased Professional Services	32,672	40,617	35,400	35,400	43,400	23%
Purchased Property Services	8,094	6,363	22,000	22,000	16,000	-27%
Other Purchased Services	164,275	166,325	164,000	157,000	157,000	-4%
Operating Expense	\$ 228,134	\$ 233,392	\$ 243,600	\$ 236,900	\$ 237,900	-2%
Special Projects	44,551	41,551	42,000	42,000	42,000	0%
Contingency	-	-	165,000	165,000	259,350	57%
Transfers to Other Funds	1,225,442	1,153,832	779,075	717,575	590,000	-24%
<b>Total Expense</b>	<b>\$1,498,127</b>	<b>\$1,428,775</b>	<b>\$1,229,675</b>	<b>\$1,161,475</b>	<b>\$1,129,250</b>	<b>-8%</b>

This program represents expenses which are not 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.

## Budget History



# Non-Departmental

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## 2017 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. The City's contribution is \$39,000 in 2017. 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 - \$13,000. 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 2017 budget reflects an \$8,000 increase from 2016.

Mesa Land Trust - \$6,900. The City contributes to the operational costs for Mesa Land Trust in administering the conservation easements in the buffer areas.

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 - \$196,850. Contingency funds are appropriated from unrestricted fund balance for unanticipated expenses or reductions in revenue which may arise throughout the 2017 budget year. Contingency funds are approximately 3% of the General Fund operating expenses (excludes capital, reserve funding and transfers).

Contingency for Economic Development - \$62,500. Contingency funds are appropriated from unrestricted fund balance expenses which may arise in 2017 associated with economic development. This amount reflects the initial \$100,000 allocated in 2016 less expenses that occurred 2016 and originally included in the Capital Projects Fund budget. A portion of these funds allocated to specific economic development expenses in 2016 that have not yet been incurred are included in the City Manager's program budget.

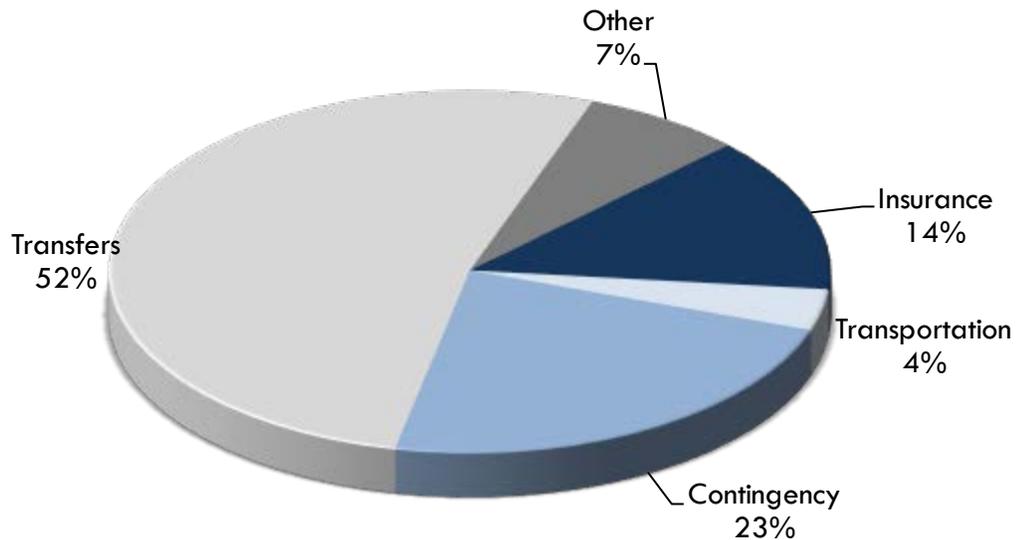
Transfers - \$590,000. Transfers include \$495,000 to the Capital Projects Fund for specific projects and a transfer of \$95,000 to the Community Center Fund which represents the historic subsidy provided by the General Fund for programs which were transferred to the Community Center Fund, including the outdoor swimming pool and aquatics programs, senior services, and fitness/wellness programs.

# Non-Departmental

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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. The 2017 Budget also includes the continuation of the supplemental health insurance program which helps offset employee's increased deductible expenses for health care. This supplemental program is funded by funds available and assigned for health insurance.

## Non-Departmental Expenses - \$1.1 million



# Non-Departmental

## Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
110-490-01-4119	Salary Contingency	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
110-490-01-4210	Health Insurance Assessment	593	931	1,200	1,500	1,500	25%
110-490-01-4211	Supplemental Health Ins.	22,500	19,156	21,000	21,000	20,000	-5%
		23,093	20,087	22,200	22,500	21,500	-3%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
110-490-01-4318	County Collection Fees	22,497	21,992	23,500	23,500	23,500	0%
110-490-01-4333	Mesa Land Trust	5,175	13,625	6,900	6,900	6,900	0%
110-490-01-4334	5-2-1 Drainage Authority	5,000	5,000	5,000	5,000	13,000	0%
		32,672	40,617	35,400	35,400	43,400	23%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
110-490-01-4430	Service Contracts	8,094	6,363	9,000	9,000	9,000	0%
110-490-01-4452	Drainage Fees	-	-	13,000	13,000	7,000	-46%
		8,094	6,363	22,000	22,000	16,000	-27%
<b><u>OTHER PURCHASED SERVICES</u></b>							
110-490-01-4520	Property Insurance	36,000	39,518	38,000	36,000	36,000	-5%
110-490-01-4521	Vehicle Insurance	16,640	18,070	18,000	18,000	18,000	0%
110-490-01-4522	Liability Insurance	77,139	81,800	83,000	83,000	83,000	0%
110-490-01-4523	Insurance Deductible	34,496	26,937	25,000	20,000	20,000	-20%
		164,275	166,325	164,000	157,000	157,000	-4%
<b><u>SPECIAL PROJECTS</u></b>							
110-490-01-4830	Transportation	44,489	41,489	41,500	41,500	41,500	0%
110-490-01-4840	Property Tax Rebates	62	62	500	500	500	0%
		44,551	41,551	42,000	42,000	42,000	0%
<b><u>CONTINGENCY</u></b>							
110-490-01-4850	Contingency	-	-	165,000	165,000	196,850	19%
110-490-01-4851	Contingency - Economic Dev	-	-	-	-	62,500	N/A
		-	-	165,000	165,000	259,350	57%
<b><u>TRANSFERS TO OTHER FUNDS</u></b>							
110-490-01-4919	Transfer to Comm Center	95,000	95,000	95,000	95,000	95,000	0%
110-490-01-4930	Transfer to Capital Project	1,130,442	1,058,832	684,075	622,575	495,000	-28%
		1,225,442	1,153,832	779,075	717,575	590,000	-24%
<b>TOTAL EXPENDITURES</b>		<b>1,498,127</b>	<b>1,428,775</b>	<b>1,229,675</b>	<b>1,161,475</b>	<b>1,129,250</b>	<b>-8%</b>

# Conservation Trust Fund

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# Conservation Trust Fund

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# Conservation Trust Fund

## REVENUES AND EXPENSES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Intergovernmental Revenues	\$ 124,153	\$ 121,378	\$ 120,000	\$ 135,000	\$ 127,000	6%
Miscellaneous	-	-	-	-	-	0%
<b>Total Revenues</b>	<b>\$ 124,153</b>	<b>\$ 121,378</b>	<b>\$ 120,000</b>	<b>\$ 135,000</b>	<b>\$ 127,000</b>	<b>6%</b>
<b>Expenses</b>						
Conservation Easements	\$ 27,000	\$ -	\$ 16,000	\$ -	\$ -	-100%
Transfer to Capital Projects	17,010	67,013	184,100	184,100	250,000	36%
<b>Total Expense</b>	<b>\$ 44,010</b>	<b>\$ 67,013</b>	<b>\$ 200,100</b>	<b>\$ 184,100</b>	<b>\$ 250,000</b>	<b>25%</b>
<b>Change in available funds</b>	<b>\$ 80,143</b>	<b>\$ 54,365</b>	<b>\$ (80,100)</b>	<b>\$ (49,100)</b>	<b>\$ (123,000)</b>	

## FUNDS AVAILABLE

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Beginning Funds Available</b>	<b>\$ 143,728</b>	<b>\$ 223,871</b>	<b>\$ 278,236</b>	<b>\$ 278,236</b>	<b>\$ 229,136</b>	<b>-18%</b>
Net Change in available funds	80,143	54,365	(80,100)	(49,100)	(123,000)	54%
<b>Ending Funds Available</b>	<b>\$ 223,871</b>	<b>\$ 278,236</b>	<b>\$ 198,136</b>	<b>\$ 229,136</b>	<b>\$ 106,136</b>	<b>-46%</b>
<b>Components of Funds Available</b>						
Restricted for POST	\$ 223,871	\$ 198,236	\$ 118,136	\$ 133,136	\$ 90,136	-24%
Assigned for conservation easements	0-	\$ -	\$ -	\$ 16,000	\$ 16,000	N/A
Assigned for land acquisition	-	80,000	80,000	80,000	-	-100%
<b>Total</b>	<b>\$ 223,871</b>	<b>\$ 278,236</b>	<b>\$ 198,136</b>	<b>\$ 229,136</b>	<b>\$ 106,136</b>	<b>-46%</b>

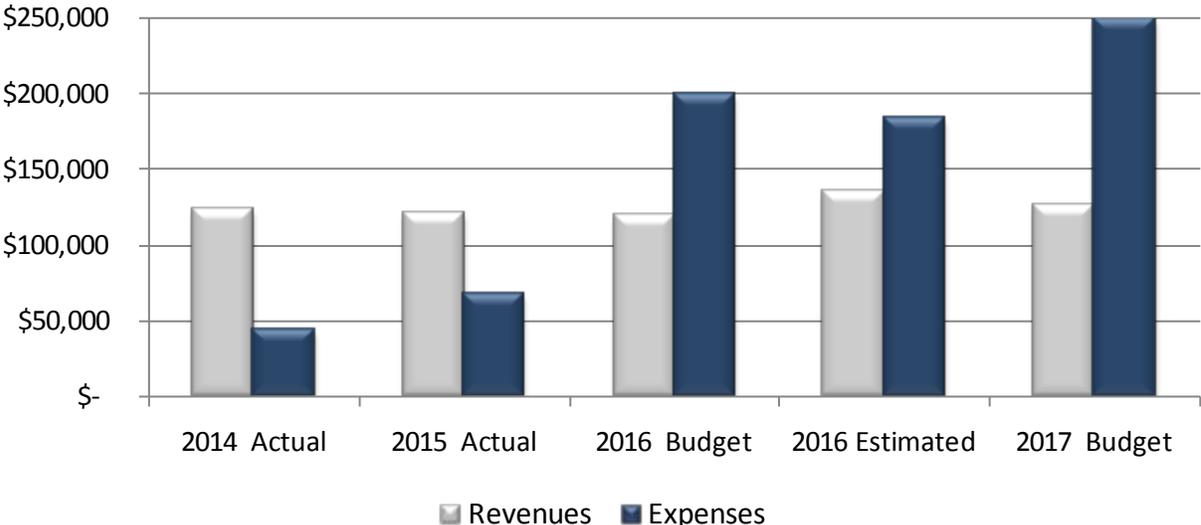
# Conservation Trust Fund

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## PURPOSE OF THE FUND

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.

## REVENUES AND EXPENSES



### Revenues

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. Lottery proceeds tend to fluctuate based on interest in lottery games. Revenues are projected at \$127,000 for the 2017 Budget.

### Expenses

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. Expenses vary from year to year based on capital projects planned for the year. Expenses are budgeted at \$250,000 in 2017 and represent transfers to the Capital Projects Fund. Capital projects for 2017 include:

- Vista Valley trail improvements - \$10,000
- Reed Park playground equipment - \$30,000

# Conservation Trust Fund

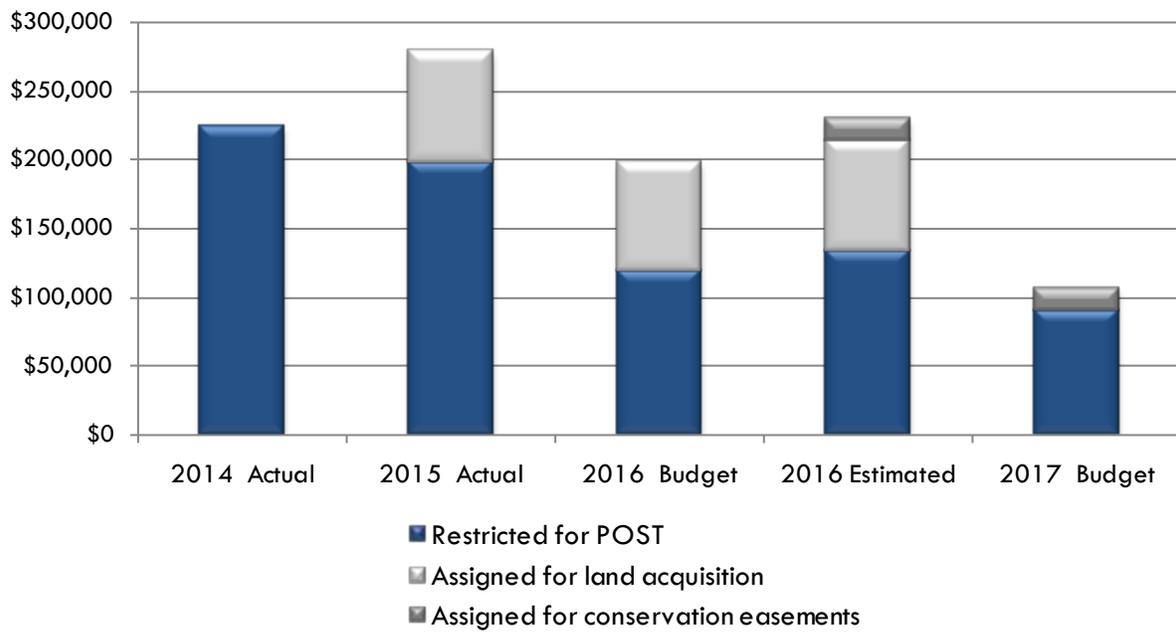
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- Snooks Bottom ADA Improvements - \$30,000
- Kokopelli Trail Improvements - \$180,000

Additional information on these projects can be found in the Capital Projects Fund.

Contributions towards conservation easements are reviewed and approved on an individual basis. Any unspent funds allocated and budgeted in 2016 (\$16,000) will be assigned for future conservation easements and no new funds are included in the 2017 Budget.

## FUNDS AVAILABLE



The Conservation Trust Fund is estimated to have available funds of \$106,136 at the end of 2017. The 2017 Budget includes the use of \$123,000 of available funds including the use of funds assigned for land acquisition and reallocation of any remaining funds assigned for land acquisition to general amounts restricted for Conservation Trust Fund purposes.

## PERSONNEL

The Conservation Trust Fund does not include any personnel costs. However, activities in the Fund are supported by city staff, primarily from the Public Works Engineering Division for the engineering, design and management of capital projects.

# Conservation Trust Fund

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## **2016 ACCOMPLISHMENTS**

- Completion of the design for Kokopelli Trail improvements
- Completion of Lower Little Salt Wash Trail improvements
- Little Salt Wash Park improvements with dugouts and windscreen
- Civic Center pavillion rehabilitation
- Civic Center Veterans Memorial Park rehabilitation

## **GOALS AND OBJECTIVES**

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

# Conservation Trust Fund

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## Transfers to Capital Projects - Project #121-880-78

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b><u>Revenues</u></b>						
3358 Lottery Funds	\$ 17,010	\$ 67,013	\$ 184,100	\$ 184,100	\$ 250,000	36%
Total Revenues	\$ 17,010	\$ 67,013	\$ 184,100	\$ 184,100	\$ 250,000	36%
<b><u>Expenses</u></b>						
4930 Transfer to Capital Projects	\$ 17,010	\$ 67,013	\$ 184,100	\$ 184,100	\$ 250,000	36%
Total Expenses	\$ 17,010	\$ 67,013	\$ 184,100	\$ 184,100	\$ 250,000	36%

### **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.

The 2017 Budget includes transfers to the Capital Projects Fund for the following parks, open space and trail improvement projects:

- Vista Valley trail improvements - \$10,000
- Reed Park playground equipment - \$30,000
- Snooks Bottom ADA Improvements - \$30,000
- Kokopelli Trail Improvements - \$180,000

# Conservation Trust Fund

## Revenues

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>INTERGOVERNMENTAL REVENUES</b>							
121-000-00-3358	Lottery Funds	124,153	121,379	120,000	135,000	127,000	6%
		124,153	121,379	120,000	135,000	127,000	6%
<b>MISCELLANEOUS</b>							
121-000-00-3610	Interest on deposits	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL REVENUES</b>		<b>124,153</b>	<b>121,379</b>	<b>120,000</b>	<b>135,000</b>	<b>127,000</b>	<b>6%</b>

## Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>CAPITAL PROJECTS</b>							
121-820-78	Furniture and equipment	-	-	-	-	-	0%
121-880-78	Trail construction contribution	-	-	10,000	10,000	-	-100%
121-880-78	Conservation Easements	27,000	-	16,000	-	-	-100%
		27,000	-	26,000	10,000	-	-100%
<b>TRANSFERS TO OTHER FUNDS</b>							
121-880-78-4930	Transfer to Capital Projects	17,010	67,013	184,100	184,100	250,000	36%
		17,010	67,013	184,100	184,100	250,000	36%
<b>TOTAL EXPENSES</b>		<b>44,010</b>	<b>67,013</b>	<b>210,100</b>	<b>194,100</b>	<b>250,000</b>	<b>19%</b>

# **Marketing and Promotion Fund**

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# **Marketing and Promotion Fund**

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# Marketing and Promotion Fund

## REVENUES AND EXPENSES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Taxes	\$ 92,719	\$ 106,695	\$ 101,500	\$ 107,000	\$ 107,000	5%
Charges for Services	1,776	203	-	-	-	0%
Miscellaneous	-	-	-	-	-	0%
<b>Total Revenue</b>	<b>\$ 94,495</b>	<b>\$ 106,898</b>	<b>\$ 101,500</b>	<b>\$ 107,000</b>	<b>\$ 107,000</b>	<b>5%</b>
<b>Expenses</b>						
Personnel Services, Salaries	\$ 13,361	\$ 13,811	\$ 14,000	\$ 14,000	\$ 14,350	2%
Personnel Services, Benefits	4,153	3,363	4,600	4,600	4,550	-1%
Purchased Professional Services	-	-	-	-	-	0%
Other Purchased Services	61,417	63,572	62,225	62,225	46,275	-26%
Supplies	1,214	1,906	3,800	3,800	3,800	0%
Subtotal	80,145	82,652	84,625	84,625	68,975	-18%
Special Projects	24,057	22,500	22,500	22,500	32,225	43%
Contingency	-	-	-	-	5,800	N/A
Transfers to Other Funds	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 104,202</b>	<b>\$ 105,152</b>	<b>\$ 107,125</b>	<b>\$ 107,125</b>	<b>\$ 107,000</b>	<b>0%</b>
<b>Change in available funds</b>	<b>\$ (9,707)</b>	<b>\$ 1,746</b>	<b>\$ (5,625)</b>	<b>\$ (125)</b>	<b>\$ -</b>	

## FUNDS AVAILABLE

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Beginning Funds Available</b>	\$ 96,779	\$ 87,072	\$ 88,818	\$ 88,818	\$ 88,693	0%
Net Change in available funds	(9,707)	1,746	(5,625)	(125)	0	-100%
<b>Ending Funds Available</b>	<b>\$ 87,072</b>	<b>\$ 88,818</b>	<b>\$ 83,193</b>	<b>\$ 88,693</b>	<b>\$ 88,693</b>	<b>7%</b>
<b>Components of Funds Available</b>						
Restricted for marketing	\$ 75,495	\$ 82,791	\$ 79,916	\$ 85,416	\$ 88,693	11%
Assigned for health insurance	11,577	6,027	3,277	3,277	-	-100%
	<b>\$ 87,072</b>	<b>\$ 88,818</b>	<b>\$ 83,193</b>	<b>\$ 88,693</b>	<b>\$ 88,693</b>	<b>7%</b>

# Marketing and Promotion Fund

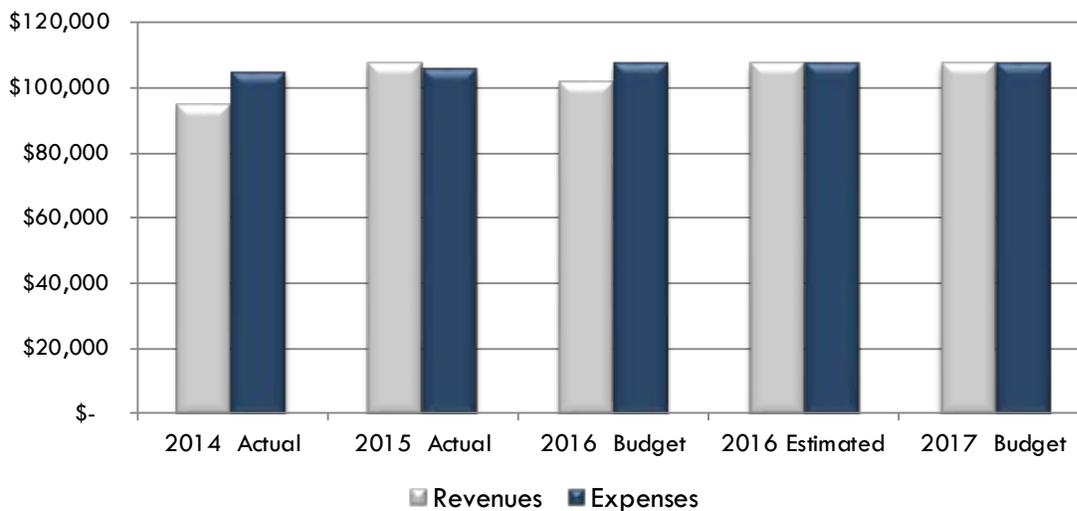
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## PURPOSE OF THE FUND

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. 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, mountain biking, 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.

## REVENUES AND EXPENSES



### Revenues

The voter's approved a 3% lodging tax in April 1996. There are currently sixteen businesses which remit lodging tax to the City of Fruita. This includes ten vacation rentals by owner (VRBO'S), one recreational vehicle park, and five motels/hotels. This provides 233 hotel rooms, 10 houses, and 80 campsites for lodging in the City of Fruita. There are an additional 57 campsites at the Colorado River State Park in Fruita. These sites are exempt from the lodging tax. 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.

Revenues for 2017 are projected to increase 5% from 2016 budgeted numbers but remain relatively flat compared to 2016 estimated revenues.

# Marketing and Promotion Fund

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## Expenses

Expenses of \$107,000 are budgeted to remain flat in 2017. The 2017 Budget includes \$46,275 allocated to advertising and promotion. The budget also includes \$23,500 for special event contributions which brings visitors and tourists to the City. A competitive process was established in 2017 for awarding these funds based on their benefit to the community. The following special event funding awards were made for the 2017 Budget year.

### Special Event Contributions

○ Fat Tire Festival .....	\$3,500
○ 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
○ Rumble at 18 Road.....	\$1,000
○ Rimrock Rodeo .....	\$1,000
	<u>\$23,500</u>

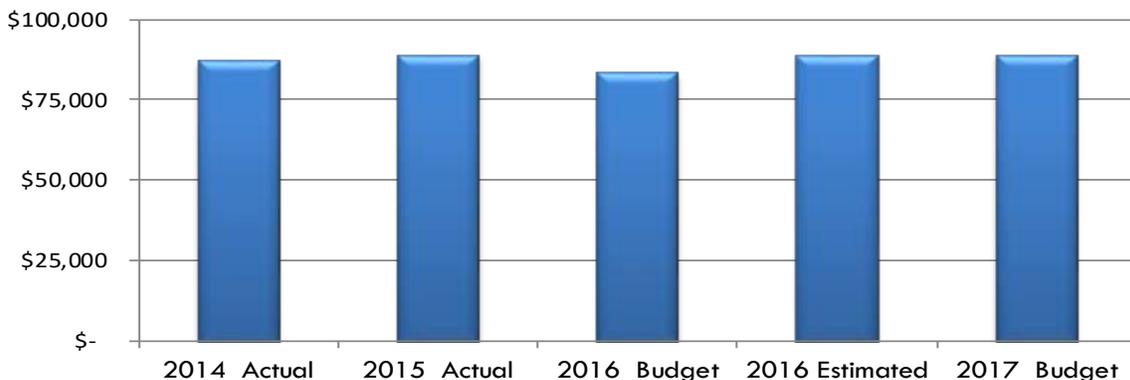
Miscellaneous contributions of \$8,725 include contributions to other agencies for regional tourism related efforts. The following contributions are anticipated in 2017.

### Miscellaneous Contributions

○ CMU Sports Commission.....	\$1,225
○ Governor’s Conference Opening Reception .....	\$2,500
○ Outdoor Recreation Product Launches .....	\$5,000
	<u>\$8,725</u>

The 2017 Budget also includes \$5,800 in contingency funds. Unspent contingency funds will be added to the available funds at the end of the year to build up reserves which have been depleted over the last several years.

## **FUNDS AVAILABLE**



# Marketing and Promotion Fund

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Available Funds of \$88,693 are estimated at the end of 2017 and remain unchanged from 2016 estimated available funds.

## PERSONNEL

STAFFING CHART				
	2014	2015	2016	2017
Administrative Services Director	0.20	0.20	0.20	0.20
<b>TOTAL</b>	<b>0.25</b>	<b>0.20</b>	<b>0.20</b>	<b>0.20</b>

## 2016 ACCOMPLISHMENTS

- In 2016 a strategy to continue to drive more traffic to the gofruita website via Facebook was employed to improve the quality and content of Facebook posts and was combined with an effective and cost efficient advertising program.
- The gofruita.com website was rebuilt and optimized in an effort to continue to drive more traffic to the website. The effect of these improvements will be amplified now that the website facelift is complete.
- Budget dollars dedicated to improving Search Engine results (SEO) organic traffic will continue into 2017. The effect of these improvements will be amplified now that the gofruita website has been rebuilt.
- A series of short videos featuring local attractions: Devil's Canyon, Food Truck Fridays, and Rimrock Rodeo have been added to the gofruita.com website.
- While it is important to continue to support our unique festivals and tourism related events, a new competitive process of funding was implemented in 2016. Annually, \$22,000 is allocated to various festivals and events; however, the process of disbursing those budget dollars was determined by applications submitted from various individuals or groups and recommendations from the Fruita Tourism Advisory Council were made to City Council as to how the special events dollars should be allocated.
- The booking lodging tool continues to result in direct lodging stays in Fruita. The tool allows booking at Balanced Rock Motel, Comfort Inn, Fruita Crash Pad, Haase Short Term Rental, Colorado River State Park, La Quinta Inn & Suites, Monument RV, and Super 8.
- Fruita continues to be the number one social media destination page in the Grand Valley with 11,901 followers compared to 10,159 for Visit Palisade and 9,657 for Visit Grand Junction

## 2017 BUDGET HIGHLIGHTS

- In 2017, advertising, print and digital will focus on lodging. An aggressive Facebook and Google Adwords campaign for summer months will be launched to continue to boost lodging

# **Marketing and Promotion Fund**

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activity.

- In 2017, \$40,000 will be allocated to focus on outreach to the Bicycle Industry, press camps, and other activities associated with biking. This funding will be distributed among several individuals or firms with expertise in various areas of marketing or may be given to one firm. An RFP has been distributed and the FTAC will make a recommendation to City Council on how and to whom the budget will be allocated by the end of 2016. The remaining \$6,275 will be used to focus on special tourism related projects including social media outreach. This will leverage budget dollars and will enhance tourism related efforts.

## **GOALS AND OBJECTIVES**

- Increase content creation for the gofruita blog and Facebook. A series of short videos have been created and will be enhance the gofruita.com website.
- A "book now" feature will be added to the home page on [www.gofruita.com](http://www.gofruita.com) to facilitate reservation bookings in order increase lodging stays in Fruita.
- Focus on Search Engine Optimization (SEO) and a homepage rebuild to continue to drive and increase traffic to the gofruita.com webpage.

# Marketing and Promotion Fund

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## Revenues

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>TAXES</b>							
125-000-00-3134	Lodgers Tax	92,719	106,695	101,500	107,000	107,000	5%
		92,719	106,695	101,500	107,000	107,000	5%
<b>CHARGES FOR SERVICES</b>							
125-000-00-3483	Penalties	1,776	203	-	-	-	0%
		1,776	203	-	-	-	0%
<b>MISCELLANEOUS</b>							
125-000-00-3610	Interest on deposits	-	-	-	-	-	0%
125-000-00-3680	Miscellaneous	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL REVENUES</b>		<b>94,495</b>	<b>106,898</b>	<b>101,500</b>	<b>107,000</b>	<b>107,000</b>	<b>5%</b>

# Marketing and Promotion Fund

## Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
125-465-53-4111	Salaries, Administrative	13,361	13,811	14,000	14,000	14,350	2%
125-465-53-4120	Part Time	-	-	-	-	-	0%
		13,361	13,811	14,000	14,000	14,350	2%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
125-465-53-4210	Health Insurance	2,482	1,644	2,750	2,750	2,675	-3%
125-465-53-4220	FICA Payroll Expense	794	836	875	875	900	3%
125-465-53-4221	Medicare Payroll Expense	186	196	225	225	225	0%
125-465-53-4230	Retirement Contribution	601	622	650	650	650	0%
125-465-53-4250	Unemployment Insurance	40	41	50	50	50	0%
125-465-53-4260	Workers Compensation Insurance	50	24	50	50	50	0%
		4,153	3,363	4,600	4,600	4,550	-1%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
125-465-53-4310	Professional Development	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b><u>OTHER PURCHASED SERVICES</u></b>							
125-465-53-4550	Printing	-	-	-	-	-	0%
125-465-53-4553	Advertising & Promotion	61,417	63,572	62,225	62,225	46,275	-26%
		61,417	63,572	62,225	62,225	46,275	-26%
<b><u>SUPPLIES</u></b>							
125-465-53-4610	Office Supplies	-	-	-	-	-	0%
125-465-53-4612	Supplies and Equipment	-	-	-	-	-	0%
125-465-53-4620	Billboard utilities	213	204	300	300	300	0%
125-465-53-4642	Signs & Banners	1,001	1,702	3,500	3,500	3,500	0%
		1,214	1,906	3,800	3,800	3,800	0%
<b><u>SPECIAL PROJECTS</u></b>							
125-465-53-4842	Miscellaneous Contributions	-	-	-	-	8,725	N/A
125-465-53-4843	Mini Entertainment Grants	1,557	-	-	-	-	0%
125-465-53-4844	Special Events	22,500	22,500	22,500	22,500	23,500	4%
125-465-53-4846	Health Insurance Reserve	-	-	-	-	-	0%
		24,057	22,500	22,500	22,500	32,225	43%
<b><u>CONTINGENCY</u></b>							
125-465-53-4850	Contingency	-	-	-	-	5,800	N/A
		-	-	-	-	5,800	0%
<b><u>TRANSFERS TO OTHER FUNDS</u></b>							
125-465-53-4950	Transfer to General Fund	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL EXPENSES</b>		<b>104,202</b>	<b>105,152</b>	<b>107,125</b>	<b>107,125</b>	<b>107,000</b>	<b>0%</b>

# **Community Center Fund**

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# Community Center Fund

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# Community Center Fund

## REVENUES AND EXPENSES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Taxes	\$1,137,895	\$1,060,851	\$1,077,000	\$1,114,000	\$1,098,000	2%
Charges for Services	1,011,299	1,038,301	1,046,500	1,041,350	1,054,500	1%
Intergovernmental Revenues	-	-	2,000	2,000	-	-100%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rentals	35,992	52,409	41,700	44,000	43,000	3%
Other Financing Sources	-	9,573	24,800	24,800	-	-100%
Transfers from Other Funds	95,000	95,000	95,000	95,000	95,000	0%
Total Revenues	\$2,280,186	\$2,256,134	\$2,287,000	\$2,321,150	\$2,290,500	0%
<b>Expenses</b>						
Personnel Services, Salaries	\$ 815,441	\$ 860,325	\$ 921,025	\$ 923,350	\$ 926,650	1%
Personnel Services, Benefits	143,860	172,288	182,200	182,625	199,200	9%
Purchased Professional Services	39,667	40,227	41,650	44,150	41,700	0%
Purchased Property Services	101,607	93,495	97,175	97,475	100,675	4%
Other Purchased Services	24,524	34,912	45,900	45,900	42,550	-7%
Supplies	290,811	263,836	301,575	310,225	268,900	-11%
Operating Expenses	\$1,415,910	\$1,465,083	\$1,589,525	\$1,603,725	\$1,579,675	-1%
Capital	21,301	16,175	110,400	110,400	84,000	-24%
Transfer to Capital Projects	-	-	42,850	42,850	-	-100%
Transfer to Debt Service	685,445	713,925	695,350	695,350	704,700	1%
Total Expense	\$2,122,656	\$2,195,183	\$2,438,125	\$2,452,325	\$2,368,375	-3%
<b>Change in available funds</b>	<b>\$ 157,530</b>	<b>\$ 60,951</b>	<b>\$ (151,125)</b>	<b>\$ (131,175)</b>	<b>\$ (77,875)</b>	<b>-48%</b>

## FUNDS AVAILABLE

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Beginning Funds Available</b>	\$ 886,719	\$1,044,249	\$1,105,200	\$1,105,200	\$ 974,025	-12%
Net Change in available funds	157,530	60,951	(151,125)	(131,175)	(77,875)	-48%
<b>Ending Funds Available</b>	<b>\$ 1,044,249</b>	<b>\$ 1,105,200</b>	<b>\$ 954,075</b>	<b>\$ 974,025</b>	<b>\$ 896,150</b>	<b>-6%</b>
<b>Components of Funds Available</b>						
Assigned-Equip replacement	\$ 546,250	\$ 571,250	\$ 478,250	\$ 478,250	\$ 400,375	-16%
Assigned-Health insurance	17,463	17,463	-	-	-	0%
Committed-Operating Reserve	359,299	370,314	397,381	400,931	394,919	-1%
Restricted for Community Cntr	121,237	146,173	78,444	94,844	100,856	29%
	<b>\$1,044,249</b>	<b>\$1,105,200</b>	<b>\$ 954,075</b>	<b>\$ 974,025</b>	<b>\$ 896,150</b>	<b>-6%</b>

# Community Center Fund

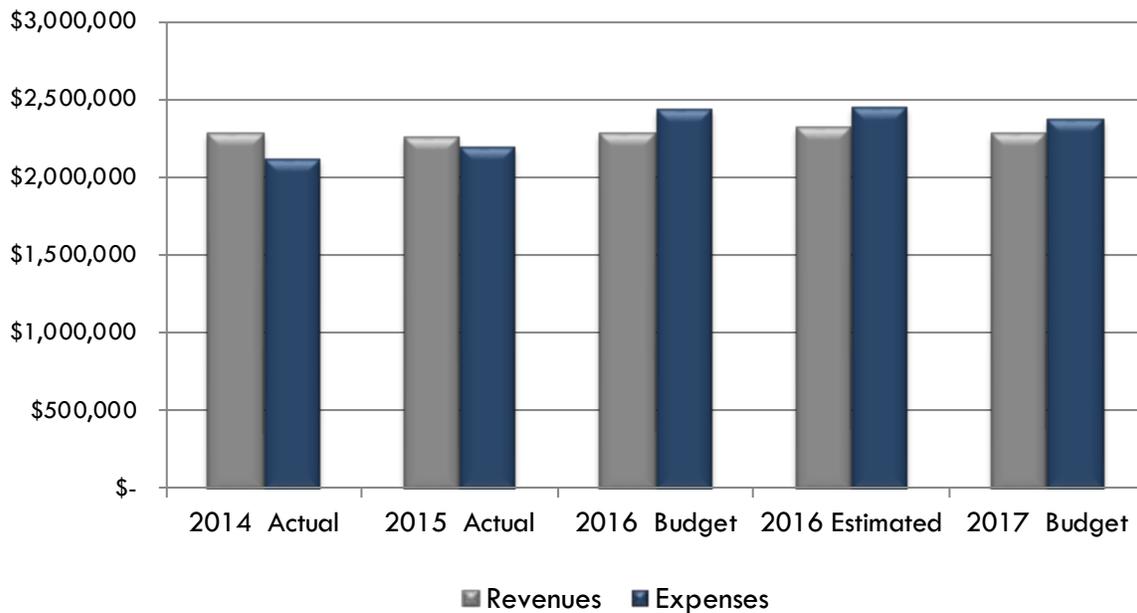
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## PURPOSE OF THE FUND

The Community Center Fund was established in 2009 for the purpose of accounting for the operations of 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 programs: 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, 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.

## REVENUES AND EXPENSES

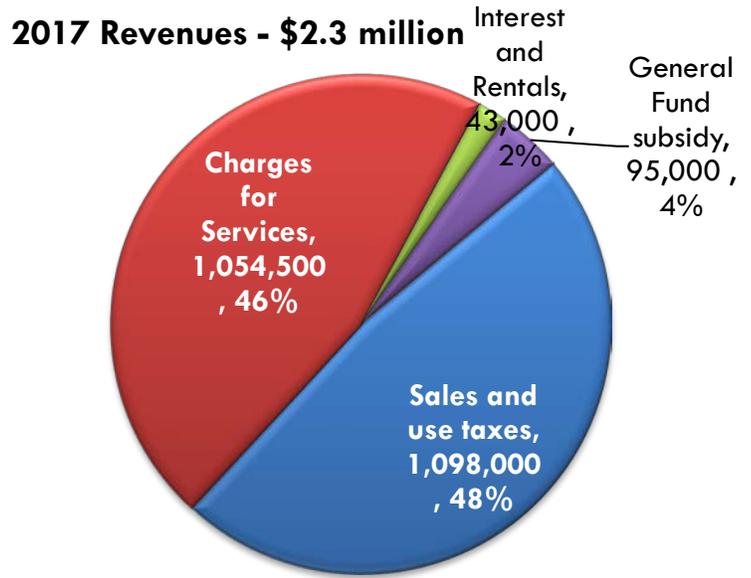


# Community Center Fund

## Revenues

Community Center Fund revenues are budgeted at \$2.3 million in 2017. This reflects no change from the 2016 budgeted revenues. Revenues are generated from both user fees and sales and use tax.

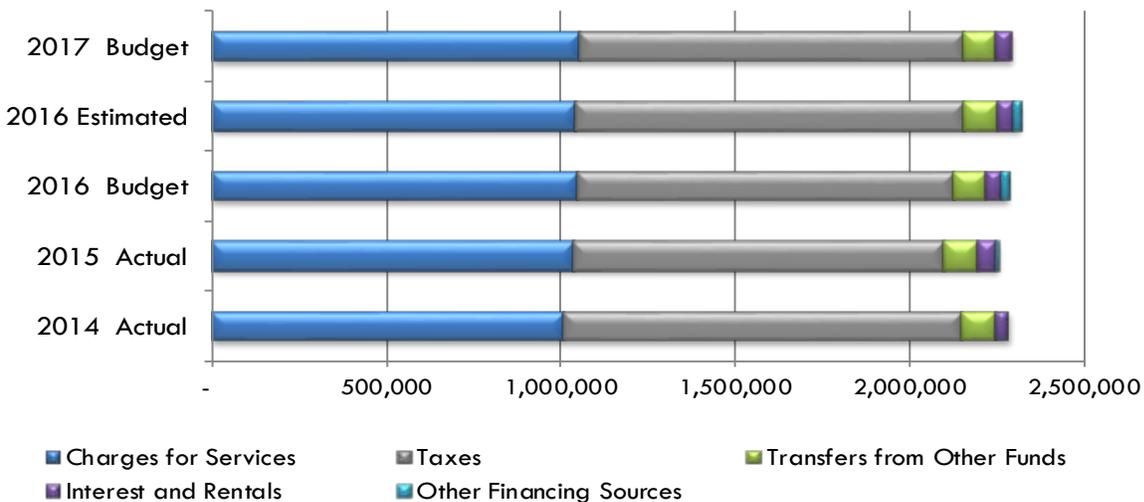
Sales and use tax revenues of \$1.1 million represent 48% of the overall revenues of the Community Center Fund, and are derived from a one cent sales and use tax that was approved by voters in November 2008. A portion of the tax (6/10<sup>th</sup>) will expire no later than January 1, 2039. The remaining tax (4/10<sup>th</sup>) will continue without any sunset provisions as an operational subsidy.



Charges for services of \$1.0 million represent 46% of the overall revenue and include pass sales, daily admission fees, registrations for various recreation program offerings, retail sales and concession/vending revenues.

Revenues from facility rentals of \$43,000 are projected to increase 3% from 2016 budgeted revenues. Other financing sources include an annual transfer from the General Fund of \$95,000. This transfer is 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.

## Revenue History



# Community Center Fund

Expenses

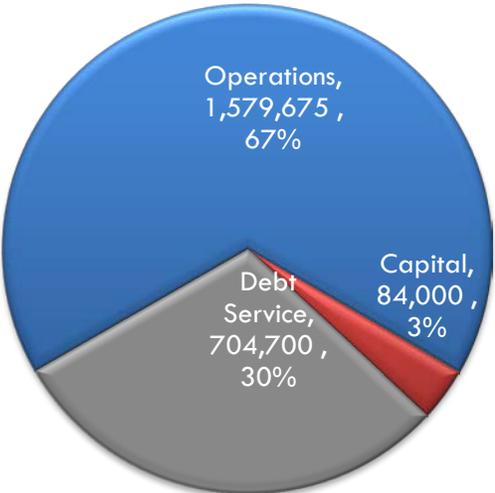
Community Center Fund expenses of \$2.4 million are budgeted to decrease 3% from the 2016 budgeted expenses. This decrease is primarily related to capital equipment purchases and a reduction in supplies.

Operational expenses of \$1.58 million are budgeted to decrease 1% in 2017 and account for 67% of the overall Community Center Fund expenses. Factors affecting operating expenses in 2017 include reclassification of recreation supervisors to grade 11 in the pay plan, an additional day porter for custodial and maintenance services of the facility, and a 30% increase in expenses for youth activities related to increased program utilization for the Dinomites Summer and Day Off Camp Programs.

Debt payments of \$704,700 account for 30% of the 2017 expenses and includes the principal and interest payments on the bonds issued in 2009 for construction of the Fruita Community Center.

Capital equipment expenses of \$84,000 account for 3% of the overall Community Center Fund expenses. These expenses fluctuate annually based on capital needs. The following is a summary capital expenses included in the 2017 Budget.

**2017 Expenses - \$2.4 million**



CAPITAL PROJECTS AND EQUIPMENT	
Description	Amount
Capital equipment	
Aquatics Program	
Convert pool to bleach and Co2	10,000
Play Equipment	20,000
Pool Pump Backups (3)	7,500
Lane Line Reel	2,500
Administration	
Carpet replacement	20,000
Registration software (Rectrac) upgrades	7,000
Building Maintenance	
Carpet replacement (child care)	2,000
Expand Security Camera system	15,000
<b>Total Capital Equipment and Projects</b>	<b>\$ 84,000</b>

# Community Center Fund

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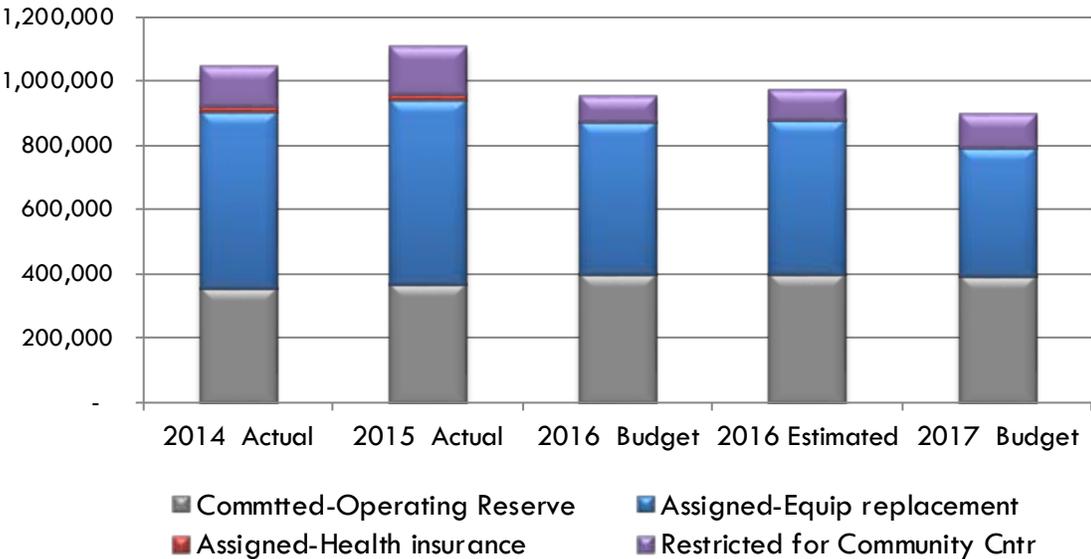
The following table summarizes the various program expenses in the Community Center Fund.

<b>EXPENSES BY PROGRAM</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Administration	312,874	351,100	366,325	369,075	374,825	2%
Aquatics	441,700	440,783	481,425	481,425	444,650	-8%
Youth Activities	74,820	86,691	99,525	99,850	120,575	21%
Child Care	31,344	34,521	33,800	34,625	35,675	6%
Fitness/Wellness Programs	88,783	92,021	92,400	92,400	92,300	0%
Senior Programs	55,193	86,263	99,400	99,400	104,000	5%
Building Maintenance	411,196	373,704	416,650	426,950	407,650	-2%
Operating Expenses	\$1,415,910	\$1,465,083	\$1,589,525	\$1,603,725	\$1,579,675	-1%
Capital Equipment	21,301	16,175	110,400	110,400	84,000	-24%
Transfer to Capital Projects Fund	-	-	42,850	42,850	-	-100%
Transfer to Debt Service Fund	685,445	713,925	695,350	695,350	704,700	1%
<b>Total Expense</b>	<b>\$ 2,122,656</b>	<b>\$ 2,195,183</b>	<b>\$ 2,438,125</b>	<b>\$ 2,452,325</b>	<b>\$ 2,368,375</b>	<b>-3%</b>

## FUNDS AVAILABLE

A 6% decrease is projected in available funds for the 2017 Budget. Available funds of \$896,150 include amounts assigned for facility and equipment replacement, amounts committed for the 25% operational reserve and restricted amounts not designated for any specific use other than for purposes of the Fruita Community Center.

# Community Center Fund



*Restricted for Community Center - \$100,856.* This amount represents funds available for Community Center use but not designated for any specific purpose. The \$6,012 increase in this amount from 2016 estimated balances reflect the change (decrease) in the amount committed for operating reserves.

*Committed for Operating Reserve - \$394,919.* The City’s Financial Policies recommend that an operational reserve equal to 25% of the Fund’s current year operating expenses be maintained. The \$6,012 decrease in this amount reflects the reduction in operation expenses budgeted for 2017.

*Assigned for equipment/building replacements - \$400,375.* This amount is budgeted to decrease \$77,875 in 2017 to fund a portion of the \$84,000 in capital equipment and building improvements included in the 2017 Budget. 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.

**PERSONNEL**

An additional part time day porter is included in the 2017 budget for building maintenance expenses.

# Community Center Fund

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<b>FULL TIME</b>	<b>2014</b>	<b>2015</b>	<b>2016*</b>	<b>2017*</b>
Facility Manager	1	1	0	0
Recreation Superintendent	0	0	1	1
Guest Services Supervisor	1	1	1	1
Aquatics Manager	1	1	1	1
Program Supervisor	1	1	1	1
Senior Services Coordinator	0	0	1	1
Building Maintenance Worker I	1	1	0	0
Building Maintenance Worker II	0	0	1	1
Subtotal	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>
<b>PART TIME HOURS*</b>				
Guest Services/Facility Coord	9,318	10,263	9,980	10,275
Aquatics Staff	30,469	28,532	30,500	29,250
Youth Activities	1,251	1,397	1,350	1,400
Child Care	2,954	3,320	3,100	3,350
Fitness/Wellness Programs	2,851	3,028	2,920	3,020
Senior Services Staff	2,143	1,082	600	600
Building Maintenance Staff	1,274	942	1,275	2,850
Subtotal Hours	50,260	48,564	49,725	50,745
FTE Equivalent	<b>24.2</b>	<b>23.3</b>	<b>23.9</b>	<b>24.4</b>
<b>TOTAL</b>	<b>29.2</b>	<b>28.3</b>	<b>29.9</b>	<b>30.4</b>

\*2016 and 2017 Part Time reflect budgeted hours

# Community Center Fund

## Revenues

<b>Revenues</b>		<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>%</b>
<b>Account</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Budget</b>	<b>Change</b>
<b>TAXES</b>							
127-000-00-3131	City Sales Tax	784,513	731,871	762,500	740,000	755,000	-1%
127-000-00-3132	Use Tax on Vehicles	271,621	276,594	260,000	286,500	268,000	3%
127-000-00-3133	Use Tax on Bldg Materials	81,761	52,386	54,500	87,500	75,000	38%
		1,137,895	1,060,851	1,077,000	1,114,000	1,098,000	2%
<b>INTERGOVERNMENTAL REVENUES</b>							
127-000-00-3371	Mesa County Grants	-	-	2,000	2,000	-	-100%
		-	-	2,000	2,000	-	-100%
<b>CHARGES FOR SERVICES</b>							
127-000-00-3461	Advertising Revenue	-	1,000	1,000	1,000	-	
127-000-00-3471	Passes/Daily Admission	833,419	835,388	840,000	835,000	840,000	0%
127-000-00-3473	Retail Sales	4,023	5,917	5,000	6,500	6,000	20%
127-000-00-3474	Concession/Vending	3,510	3,494	3,500	3,500	3,500	0%
127-000-00-3476	Program Registration Fees	170,047	192,152	197,000	195,000	205,000	4%
127-000-00-3485	Manpower	300	350	-	350	-	0%
		1,011,299	1,038,301	1,046,500	1,041,350	1,054,500	1%
<b>FINES AND FORFEITURES</b>							
127-000-00-3512	Restitution	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>MISCELLANEOUS</b>							
127-000-00-3610	Interest	13	20	-	-	-	0%
127-000-00-3627	Facility Rental	34,950	43,927	40,000	43,000	43,000	8%
127-000-00-3642	Recreation Donations	1,029	1,239	1,700	500	-	0%
127-000-00-3680	Miscellaneous	-	239	-	500	-	0%
127-000-00-3681	Cash Over/Short	-	1,296	-	-	-	0%
127-000-00-3682	Refunds	-	5,688	-	-	-	
		35,992	52,409	41,700	44,000	43,000	3%
<b>OTHER FINANCING SOURCES</b>							
127-000-00-3910	Transfer from General Fund	95,000	95,000	95,000	95,000	95,000	0%
127-000-00-3960	Insurance payments	-	9,573	24,800	24,800	-	0%
		95,000	104,573	119,800	119,800	95,000	-21%
<b>TOTAL REVENUES</b>		<b>2,280,186</b>	<b>2,256,134</b>	<b>2,287,000</b>	<b>2,321,150</b>	<b>2,290,500</b>	<b>0%</b>

# Community Center Fund

## Summary

<b>Expenses</b>		<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>%</b>
<b>Account</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Budget</b>	<b>Chg</b>
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
4111	Salaries, Administrative	189,521	236,649	250,175	250,175	267,750	7%
4120	Part Time	520,034	519,918	562,175	564,500	544,725	-3%
4125	Contract Labor	90,155	87,419	91,725	91,725	90,450	-1%
4130	Overtime	15,731	16,339	16,950	16,950	23,725	40%
		815,441	860,325	921,025	923,350	926,650	1%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
4210	Health Insurance	61,203	83,758	88,375	88,375	95,750	8%
4220	FICA Payroll Expense	44,734	47,599	48,925	49,250	51,875	6%
4221	Medicare Payroll Expense	10,462	11,132	11,475	11,550	12,175	6%
4230	Retirement Contribution	9,560	10,899	11,375	11,375	12,500	10%
4250	Unemployment Insurance	2,176	2,319	2,425	2,450	2,575	6%
4260	Workers Compensation Insurance	15,725	16,581	19,625	19,625	24,325	24%
		143,860	172,288	182,200	182,625	199,200	9%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
4310	Professional Development	13,529	11,639	11,100	10,850	9,750	-12%
4314	Red Cross Certification	1,756	2,042	2,100	2,100	2,000	-5%
4343	Credit Card Processing Fees	21,054	22,799	24,000	26,750	24,000	0%
4345	Background Investigations	48	346	700	700	950	36%
4350	Entertainment	3,280	3,401	3,750	3,750	5,000	33%
		39,667	40,227	41,650	44,150	41,700	0%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
4430	Service Contracts	53,858	52,252	54,700	55,000	52,500	-4%
4435	Fleet Maintenance Charges	1,050	675	675	675	2,075	207%
4440	Building Maintenance	39,327	40,568	41,800	41,800	43,600	4%
4441	Facility Rental	7,372	-	-	-	-	0%
4452	Drainage Fees	-	-	-	-	2,500	N/A
		101,607	93,495	97,175	97,475	100,675	4%
<b><u>OTHER PURCHASED SERVICES</u></b>							
4530	Telephone	5,334	5,157	10,050	10,050	10,050	0%
4550	Printing	4,000	2,072	8,500	8,500	8,500	0%
4553	Advertising and Promotion	3,433	4,287	2,000	2,000	5,000	150%
4580	Travel Activities	11,757	23,396	25,350	25,350	19,000	-25%
		24,524	34,912	45,900	45,900	42,550	-7%
<b><u>SUPPLIES</u></b>							
4610	Office Supplies	2,408	2,486	3,350	3,350	2,500	-25%
4611	Postage	570	27	250	250	3,600	1340%
4612	Supplies and Equipment	44,587	48,459	58,125	58,275	60,225	4%
4616	Chemicals	34,776	34,532	33,000	33,000	27,000	-18%
4620	Utilities	185,224	155,227	154,675	163,175	150,000	-3%
4626	Fuel	1,427	840	1,525	1,525	1,525	0%
4649	Repair and Maint. Supplies	16,153	16,522	42,000	42,000	17,000	-60%
4661	Uniforms	2,263	2,648	4,650	4,650	3,550	-24%
4690	Supplies for Resale	3,403	3,095	4,000	4,000	3,500	-13%
		290,811	263,836	301,575	310,225	268,900	-11%

# Community Center Fund

## Summary

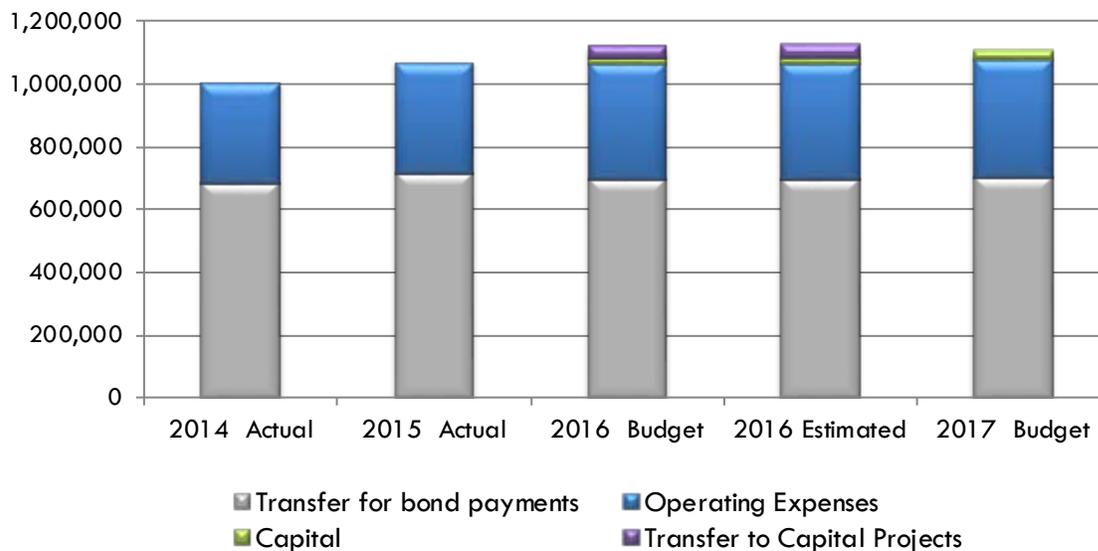
<b>Expenses</b>							
<b>Account Description</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Adopted</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg</b>	
<b><u>CAPITAL EQUIPMENT</u></b>							
4741 Land Acquisition	-	-	18,800	18,800	-		
4743 Furniture and Equipment	21,301	16,175	91,600	91,600	84,000	-8%	
4744 Computer Equipment	-	-	-	-	-	0%	
	21,301	16,175	110,400	110,400	84,000	-24%	
<b><u>TRANSFER TO OTHER FUNDS</u></b>							
4915 Transfer to Debt Service Fund	685,445	713,925	695,350	695,350	704,700	1%	
4930 Transfer to Capital Projects	-	-	42,850	42,850	-	-100%	
	685,445	713,925	738,200	738,200	704,700	-5%	
<b>TOTAL EXPENSES</b>	<b>2,122,656</b>	<b>2,195,183</b>	<b>2,438,125</b>	<b>2,452,325</b>	<b>2,368,375</b>	<b>-3%</b>	

# Community Center Fund Administration

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 186,042	\$ 209,137	\$ 211,975	\$ 211,975	\$ 216,750	2%
Personnel Services, Benefits	43,468	56,108	59,950	59,950	59,775	0%
Purchased Professional Services	27,465	28,396	28,950	31,700	27,550	-5%
Purchased Property Services	34,533	37,739	35,000	35,000	32,500	-7%
Other Purchased Services	12,167	11,116	19,200	19,200	22,150	15%
Supplies	9,196	8,604	11,250	11,250	16,100	43%
Operating Expenses	\$ 312,871	\$ 351,100	\$ 366,325	\$ 369,075	\$ 374,825	2%
Transfer to Debt Service Fund	685,445	713,925	695,350	695,350	704,700	1%
Transfer to Capital Projects	-	-	42,850	42,850	-	-100%
Capital	-	-	18,800	18,800	27,000	44%
<b>Total Expense</b>	<b>\$ 998,316</b>	<b>\$ 1,065,025</b>	<b>\$1,123,325</b>	<b>\$ 1,126,075</b>	<b>\$ 1,106,525</b>	<b>-1%</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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### 2016 Accomplishments

The Fruita Community Center has experienced approximately 140,000 paid daily visits from January to September with an average of 16,300 visits per month. Visits in 2016 are tracking higher than in 2015 and are on pace to exceed any previous year of operations since the FCC opened. Currently visits to the FCC are 10,000 ahead of 2015 for the same period. The FCC also expects to surpass 1,000,000 paid visits in early November – this is since opening on February 1, 2011.

Pass revenues are slightly improved over 2015 and are tracking at just over \$8,000 over last year's pass fee collections. While revenues are up, revenue per visit is down. In 2015 the revenue per visit was \$4.95 while in 2016 the FCC is collecting \$4.53 per visit. This can be in part attributed to newly created employee passes (which are free to City employees) as well as an increase in senior visits which is explained below

Silver & Fit has exploded in 2016. Through the end of August there have been 2291 (quadrupling of 2015 visit numbers). Visits by Silver and Fit pass holders have also increased and are up by over 1000 visits during the same period in 2015. Three dollars is paid by health insurance organizations to the FCC for each visit Silver and Fit and Silver Sneaker visit.

Rentals and pool party reservations are on a similar pace as in 2015. The Community Center continues to host a variety of special events, public meetings, birthday parties, luncheons, and various private events. The meeting rooms are also home to fitness and youth programs, Senior Potluck and Gray Gourmet. The largest contributor continues to be Calvary Chapel Church reservations for Sunday mornings. The Mesa County Public Library also contributes approximately \$6,000 annually, which offsets their utility costs.

The addition of a Shower-only fee was introduced in April 2015 and the FCC realized 385 visits in 2015. By September of 2016, 683 people have taken advantage of this option during the same period.

Guest Services continues to improve on retail sales during the year through point of sale. These items include: pool swim noodles, swim kick boards, ear buds, and swim caps. In September, our 2016 revenue budget of \$5,000 in sales was surpassed by \$500.

Marketing efforts in 2016 included upgrading the activity guide production by going to a glossy front and back cover. Objective was to increase the shelf life of the publication when distributed. Continue to direct mail activity guides to approximately 7,700 households.

The FCC continues to be a host site for many events. In 2016, the FCC hosted the end of year Girls on the Run 5K race for the first of many times to come. There were over 2,200 racers from all over the western slope in attendance who then migrated to area restaurants after the race. The FCC also hosted in 2016 the following events: Chamber of Commerce Annual Dinner, FCC 5 year celebration, Sweetheart Health Expo, An Evening of Art, Chamber of Commerce Business Expo, the Easter Egg Scramble, Gear Up / Telluride Film Fest, Bike to Work Day, BLM/CCA presentation on Skinners Cabin, Bike Rodeo, Dog Dayz, Rim Rock Marathon, Holiday Arts and Crafts Fair, and Cookies and Claus.

# Community Center Fund

## Administration

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Under the initiative of the Recreation Superintendent a Youth Scholarship Golf Tournament was established in April 2016. The tournament raised \$6,000 for youth scholarships in its first years. These funds have been used to purchase 50 summer passes to the FCC for youth who may not otherwise be able to the facility. 10 Scholarships were given to each of the 5 local schools, were their counselors distributed them to student swho they felt either couldn't afford a pass at the FCC or needed the pass for emotional, social or physical development over the summer.

### **2017 Budget Highlights**

- Implement a Credit Card Surcharge for patrons who opt to pay for annual passes using a credit card. Intent is to reduce credit card processing fees which are budgeted at \$24,000 in 2017
- Increase supplies and equipment budget to appropriately cover expenses for basketball, volleyball, and pickle ball supplies
- Reduce the printing budget to accurately reflect current expenses in that account.

### **Goals**

- Continue to promote safety, cleanliness and customer service.
- 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.

### **Objectives**

- Change facility hours to better accommodate demand and slow times. Specifically determine whether to close the FCC earlier on Friday and Saturday evenings as well as look at seasonal adjustments to hours of operations.
- Review the potential for a pass rate increase
- 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.
- Continue to coordinate cleaning schedules between contracted services and FCC staff.

# Community Center Fund

## Administration

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- 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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
127-451-22-4111	Salaries, Full time	82,409	97,969	98,925	98,925	103,775	5%
127-451-22-4120	Part Time	100,850	107,929	109,650	109,650	108,650	-1%
127-451-22-4130	Overtime	2,783	3,239	3,400	3,400	4,325	27%
		186,042	209,137	211,975	211,975	216,750	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
127-451-22-4210	Health Insurance	24,517	34,936	36,500	36,500	35,300	-3%
127-451-22-4220	FICA Payroll Expense	11,456	12,794	13,150	13,150	13,450	2%
127-451-22-4221	Medicare Payroll Expense	2,679	2,992	3,075	3,075	3,150	2%
127-451-22-4230	Retirement Contribution	3,708	4,409	4,450	4,450	4,725	6%
127-451-22-4250	Unemployment Insurance	558	627	650	650	650	0%
127-451-22-4260	Workers Compensation Ins	550	350	2,125	2,125	2,500	18%
		43,468	56,108	59,950	59,950	59,775	0%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
127-451-22-4310	Professional Development	6,403	5,597	4,850	4,850	3,450	-29%
127-451-22-4343	Credit Card Processing Fees	21,054	22,799	24,000	26,750	24,000	0%
127-451-22-4345	Background Investigations	8	-	100	100	100	0%
		27,465	28,396	28,950	31,700	27,550	-5%
<b>PURCHASED PROPERTY SERVICES</b>							
127-451-22-4430	Service Contracts	34,533	37,739	35,000	35,000	32,500	-7%
		34,533	37,739	35,000	35,000	32,500	-7%
<b>OTHER PURCHASED SERVICES</b>							
127-451-22-4530	Telephone	4,734	4,757	8,700	8,700	9,150	5%
127-451-22-4550	Printing	4,000	2,072	8,500	8,500	8,500	0%
127-451-22-4553	Advertising & Promotion	3,433	4,287	2,000	2,000	4,500	125%
		12,167	11,116	19,200	19,200	22,150	15%
<b>SUPPLIES</b>							
127-451-22-4610	Office Supplies	1,845	1,998	2,000	2,000	2,000	0%
127-451-22-4611	Postage	570	27	250	250	3,600	1340%
127-451-22-4612	Supplies and Equipment	2,871	2,748	4,000	4,000	6,000	50%
127-451-22-4661	Uniforms	507	736	1,000	1,000	1,000	0%
127-451-22-4690	Supplies for Resale	3,403	3,095	4,000	4,000	3,500	-13%
		9,196	8,604	11,250	11,250	16,100	43%
<b>CAPITAL EQUIPMENT</b>							
127-451-22-4741	Land Acquisition	-	-	18,800	18,800	-	0%
127-451-22-4743	Furniture and Equipment	-	-	-	-	27,000	0%
		-	-	18,800	18,800	27,000	0%
<b>TRANSFERS TO OTHER FUNDS</b>							
127-451-22-4915	Transfer to Debt Service	685,445	713,925	695,350	695,350	704,700	1%
127-451-22-4930	Transfer to Capital Projects	-	-	42,850	42,850	-	-100%
		685,445	713,925	738,200	738,200	704,700	-5%
<b>TOTAL EXPENSES</b>		<b>998,316</b>	<b>1,065,025</b>	<b>1,123,325</b>	<b>1,126,075</b>	<b>1,106,525</b>	<b>-1%</b>

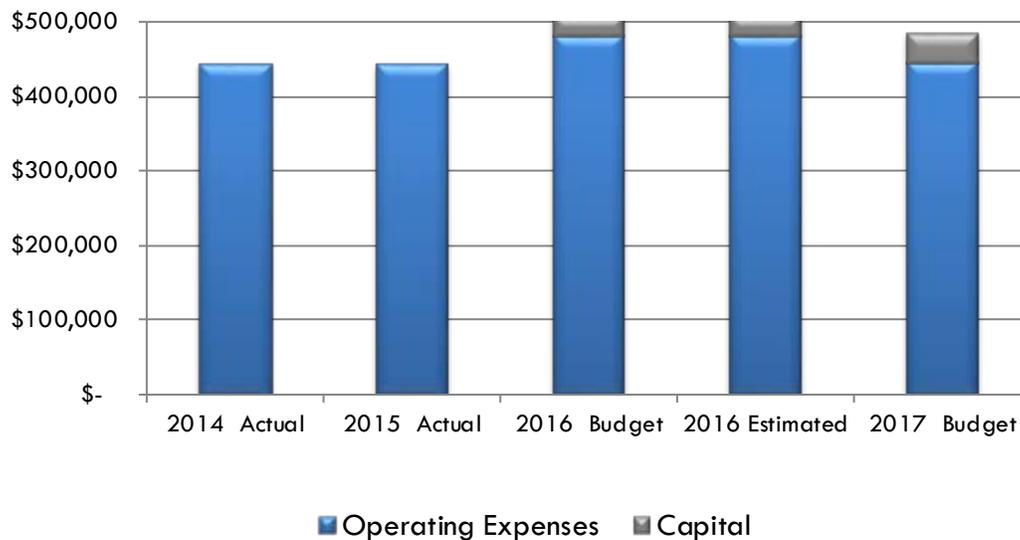
# Community Center Fund

## Aquatics

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 342,391	\$ 342,730	\$ 384,550	\$ 384,550	\$ 354,975	-8%
Personnel Services, Benefits	54,682	49,970	48,475	48,475	50,775	5%
Purchased Professional Services	3,710	4,562	4,050	4,050	3,950	-2%
Purchased Property Services	-	-	-	-	-	0%
Other Purchased Services	300	100	350	350	950	171%
Supplies	40,617	43,421	44,000	44,000	34,000	-23%
Operating Expenses	\$ 441,700	\$ 440,783	\$ 481,425	\$ 481,425	\$ 444,650	-8%
Capital	-	-	27,500	27,500	40,000	45%
<b>Total Expense</b>	<b>\$ 441,700</b>	<b>\$ 440,783</b>	<b>\$ 508,925</b>	<b>\$ 508,925</b>	<b>\$ 484,650</b>	<b>-5%</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, water quality, 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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### 2016 Accomplishments

The safety of patrons continues to be our top priority. Monthly in-service trainings were conducted focusing on preventive action, rescues and first-aid. We have implemented additional weekly skill and fitness practice for lifeguards in order to meet our continuing training requirements as an American Red Cross facility. Periodic audits of lifeguard's skills were conducted in 2016. Preventive lifeguarding techniques were continually refined and practiced in order to keep our facility safe.

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. We have hired several new lifeguards and promoted many veteran guards to Pool Managers.

Our participation numbers for aquatics programs remain stable and are as follows (as of September, 2016):

Group Swim Lessons	1005
Private Swim Lessons	291
Youth Swim Conditioning	55
Summer Swim Team	46
Water Aerobics	4000 (approximate)

In early 2016, the internal heating elements of the water heater for the main pool collapsed. It was determined this was a result of the heater not turning off when water wasn't circulating. An additional sensor was installed in the circulation system to shut the heater off when water isn't circulating. Repairs cost approximately \$25,000 but was covered mostly (except deductible) by insurance. Maintenance week was busy and productive. As usual, the indoor pool was drained, pool surface was power washed and fresh, clean water filled the pool. Pool decks were lightly acid washed to reduce slips. Handicap lift for the outdoor pool was purchased and an ADA push button door opener was installed for ADA access to the outdoor pool. The play feature in the shallow depth areas was replaced due to wear and tear and to create additional interest in the leisure pool.

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. Our facility passed all inspections by Mesa County Health with no issues.

### 2017 Highlights

- Convert chlorinators to a bleach / CO2 systems
- Reduce Chemical budget by \$6,000 due to finding a local company for acid delivery and due to converting to a Bleach/CO2 system
- Capital projects and equipment include Bleach / CO2 system, lane line reel for outdoor pool, additional play feature improvements and backup pumps.

# Community Center Fund

## Aquatics

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### **Goals**

- Adjust and monitor pool and staffing schedules to meet demands of the facility within budget parameters
- Improve pool mechanical operations to ensure water cleanliness and clarity.
- Continue to prioritize safety and maintain a clean and fun environment.
- Offer programs, events and activities to meet the demand of the public.
- Increase swimming lesson revenue.

### **Objectives**

- Expand or improve pool lay features to attract patrons and maintain / improve pass sales.
- Expand programming to meet specific needs of various groups within our community (home-school swim lessons, masters swimming, etc.)
- Track trends within swimming lessons and adjust programming and scheduling to meet demands.
- Prepare and establish a budget for a possible youth swim team as well as a true masters swim program.
- 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 implement effective cleaning practices and preventive maintenance.

# Community Center Fund

## Aquatics

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
127-451-23-4111	Salaries, Full time	37,695	38,048	38,625	38,625	42,875	11%
127-451-23-4120	Part Time	297,118	296,197	337,425	337,425	301,425	-11%
127-451-23-4125	Contract Labor	-	-	-	-	-	0%
127-451-23-4130	Overtime	7,578	8,485	8,500	8,500	10,675	26%
		342,391	342,730	384,550	384,550	354,975	-8%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
127-451-23-4210	Health Insurance	15,313	10,839	8,100	8,100	7,500	-7%
127-451-23-4220	FICA Payroll Expense	21,150	21,220	21,625	21,625	22,000	2%
127-451-23-4221	Medicare Payroll Expense	4,946	4,963	5,075	5,075	5,150	1%
127-451-23-4230	Retirement Contribution	1,696	1,645	1,750	1,750	2,050	17%
127-451-23-4250	Unemployment Insurance	1,027	1,028	1,050	1,050	1,075	2%
127-451-23-4260	Workers Compensation Insuranc	10,550	10,275	10,875	10,875	13,000	20%
		54,682	49,970	48,475	48,475	50,775	5%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
127-451-23-4310	Professional Development	1,930	2,443	1,800	1,800	1,800	0%
127-451-23-4314	American Red Cross Certificati	1,756	2,042	2,100	2,100	2,000	-5%
127-451-23-4345	Background Investigations	24	77	150	150	150	0%
		3,710	4,562	4,050	4,050	3,950	-2%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
127-451-23-4423	Pool Repair and Maintenance	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b><u>OTHER PURCHASED SERVICES</u></b>							
127-451-23-4530	Telephone	300	100	350	350	450	29%
127-451-23-4553	Advertising	-	-	-	-	500	N/A
		300	100	350	350	950	171%
<b><u>SUPPLIES</u></b>							
127-451-23-4610	Office Supplies	159	262	500	500	500	0%
127-451-23-4612	Supplies and Equipment	4,396	7,698	8,500	8,500	5,000	-41%
127-451-23-4616	Chemicals	34,776	34,532	33,000	33,000	27,000	-18%
127-451-23-4626	Gas and Oil	-	-	-	-	-	0%
127-451-23-4620	Uniforms	1,286	929	2,000	2,000	1,500	-25%
127-451-23-4680	Refunds	-	-	-	-	-	0%
		40,617	43,421	44,000	44,000	34,000	-23%
<b><u>CAPITAL EQUIPMENT</u></b>							
127-451-23-4743	Furniture and Equipment	-	-	27,500	27,500	40,000	45%
		-	-	27,500	27,500	40,000	45%
<b>TOTAL EXPENSES</b>		<b>441,700</b>	<b>440,783</b>	<b>508,925</b>	<b>508,925</b>	<b>484,650</b>	<b>-5%</b>

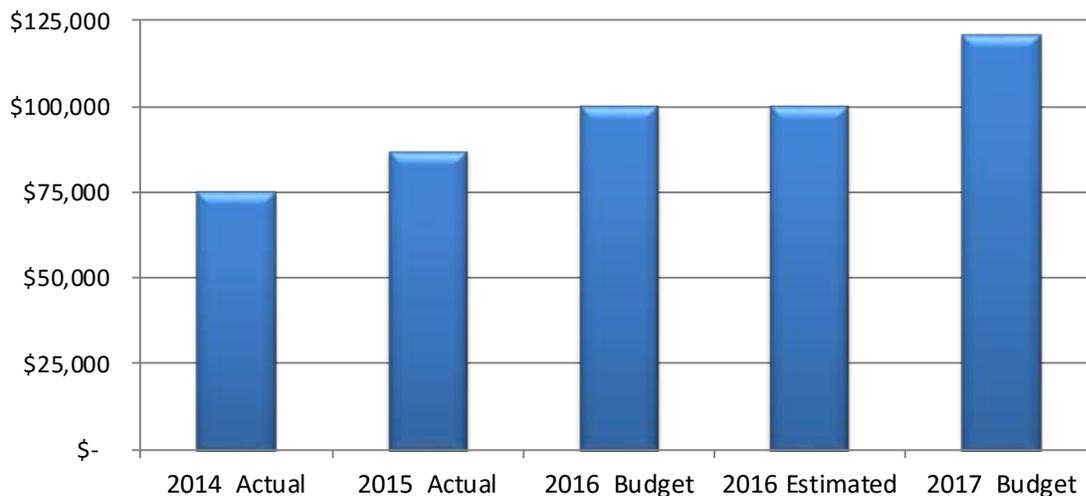
# Community Center Fund

## Youth Activities

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 49,010	\$ 56,414	\$ 61,875	\$ 61,875	\$ 71,125	15%
Personnel Services, Benefits	11,440	15,137	15,150	15,575	27,950	84%
Purchased Professional Services	4,089	3,763	4,050	3,950	4,500	11%
Other Purchased Services	1,916	2,435	2,500	2,500	2,500	0%
Supplies	8,365	8,942	15,950	15,950	14,500	-9%
Operating Expenses	\$ 74,820	\$ 86,691	\$ 99,525	\$ 99,850	\$ 120,575	21%
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 74,820</b>	<b>\$ 86,691</b>	<b>\$ 99,525</b>	<b>\$ 99,850</b>	<b>\$ 120,575</b>	<b>21%</b>

Youth activities provide children with unique enrichment, learning, and recreational activities that foster each child's intellectual, social, emotional, and physical well-being. Youth activities staff oversee the Dinomites Summer Day Camp (a state licensed youth summer day camp for 5-10 year olds), DinoMites Days-Off Camp (5-10 year olds, and Night at the FCC (5th-7th graders), as well as the newly added Youth Volleyball program.

### Budget History



# Community Center Fund

## Youth Activities

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### **2016 Accomplishments**

2016 was a break-through year for the DinoMites Summer. Camp capacity is set at 24 participants per week and each week meet capacity with kids on the wait list. Camps were moved from the FCC to Shelledy Elementary school and were themed weekly and include activities, crafts, swimming and field trips. The registration process continues to run smoothly for staff and parents because of great communication and ease of paperwork. We had no major violations upon State inspection.

DinoMites Days Off Camp is designed for parents who need care for their children for days the district is not in session during the school year. The cost is \$30 a day for participants and is also seeing increased participation however it has not reached capacity like the Summer Camp has (with the exception of one day in Early 2016)

Night at the FCC is held four times per year at the Community Center for 5th-7th 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 continues to be a popular event for youth and in September 2016, we experienced the busiest Nite at the FCC ever with over 280 youth attending. There is one more scheduled Night at the FCC in November 2016.

Youth Volleyball was added in the Winter of 2016 and was wildly popular for the first season with 90 participants. As a result we did have scheduling issues at the FCC as the program was held in the FCC gymnasium, displacing drop-in basketball players.

### **2017 Budget Highlights**

- Health Insurance is being increase to accommodate for a staff persons move to family coverage.
- Part time salaries are being increased due to the increase in participation in Dinomites and youth volleyball. Program revenues are also being adjusted.

### **Goals**

- Ensure a constant, stable location for camps and programs.
- Increase participation in camps and programs by research and utilizing appropriate marketing methods.
- Promote and maintain safety in camps and programs.
- Continually research and implement new youth activity programs that meet community demand and cost / revenue considerations.

# Community Center Fund

## Youth Activities

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### Objectives

- Continue to use Shelledy Elementary for the DinoMites Day Camp and determine whether we can increase camp capacity.
- Continue to work closely with the Colorado Department of Human Services to ensure all rules and regulations are being followed properly for youth camps. Maintain and update staff certifications as required by state licensure.
- Continue to provide a safe and welcoming atmosphere for participants.
- Capitalize on the success of the youth volleyball program. This program is being budgeted in FCC Youth Activities as there is not a budget account for FCC Youth Athletics.
- Continue to promote programs using e-blasts, social media, flyers, the activity guide, Peachjar and other new found strategies.
- Research and potentially implement a youth arts program based on demand .
- Research and determine whether to provide MESA type camps in the event that the Math and Science Center does not contract with Fruita Parks and Recreation for 2016.

# Community Center Fund

## Youth Activities

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Chg
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
127-451-24-4111	Salaries, Administrative	34,684	38,317	39,000	39,000	42,875	0%
127-451-24-4120	Part Time	14,326	17,958	21,600	21,600	26,000	20%
127-451-24-4120	Contract Labor	-	-	1,275	1,275	-	
127-451-24-4130	Overtime	-	139	-	-	2,250	0%
		49,010	56,414	61,875	61,875	71,125	15%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
127-451-24-4210	Health Insurance	5,431	7,272	7,275	7,275	17,650	0%
127-451-24-4220	FICA Payroll Expense	3,038	3,498	3,425	3,750	4,425	29%
127-451-24-4221	Medicare Payroll Expense	710	818	800	875	1,050	31%
127-451-24-4230	Retirement Contribution	1,564	1,730	1,750	1,750	2,000	0%
127-451-24-4250	Unemployment Insurance	147	169	175	200	225	29%
127-451-24-4260	Workers Compensation Insurance	550	1,650	1,725	1,725	2,600	51%
		11,440	15,137	15,150	15,575	27,950	84%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
127-451-24-4310	Professional Development	1,074	580	800	700	1,000	25%
127-451-24-4345	Background Investigations	-	269	250	250	500	100%
127-451-24-4350	Entertainment	3,015	2,914	3,000	3,000	3,000	0%
		4,089	3,763	4,050	3,950	4,500	11%
<b><u>OTHER PURCHASED SERVICES</u></b>							
127-451-24-4580	Travel Activities	1,916	2,435	2,500	2,500	2,500	0%
		1,916	2,435	2,500	2,500	2,500	0%
<b><u>SUPPLIES</u></b>							
127-451-24-4612	Supplies and Equipment	8,365	8,942	15,950	15,950	14,500	-9%
		8,365	8,942	15,950	15,950	14,500	-9%
<b>TOTAL EXPENSES</b>		<b>74,820</b>	<b>86,691</b>	<b>99,525</b>	<b>99,850</b>	<b>120,575</b>	<b>21%</b>

# Community Center Fund

## Child Care

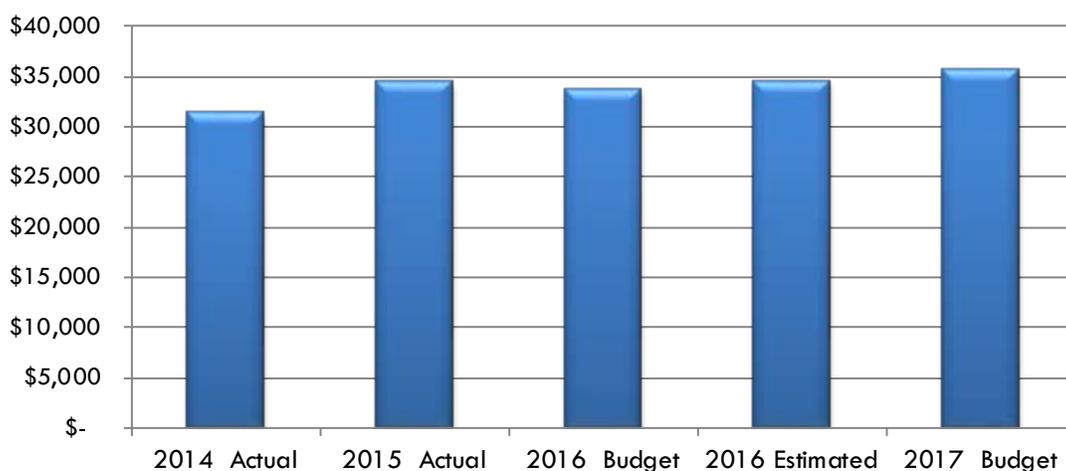
<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 28,288	\$ 31,278	\$ 30,150	\$ 30,975	\$ 32,000	6%
Personnel Services, Benefits	2,449	2,667	2,650	2,650	2,775	5%
Purchased Professional Services	35	-	250	250	250	0%
Supplies	572	576	750	750	650	-13%
Operating Expenses	\$ 31,344	\$ 34,521	\$ 33,800	\$ 34,625	\$ 35,675	6%
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 31,344</b>	<b>\$ 34,521</b>	<b>\$ 33,800</b>	<b>\$ 34,625</b>	<b>\$ 35,675</b>	<b>6%</b>

Child Care is responsible for caring for children while their parent or guardian uses 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.

Currently Child Care runs Monday-Friday 8:00-1:00PM. Monday-Thursday 4:00-8:00PM and Saturdays 8:00-12:00PM. During January, February, and March we opened Child Care on Friday afternoons from 4:30-7:30PM. Due to very low participation, an average of 4 children for the evening, this time was removed and we reverted back to our original hours of operation.

### Budget History



# Community Center Fund

## Child Care

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### **2016 Accomplishments**

Small modifications were made in 2016 to meet the high demands experienced in childcare during the morning hours. In early 2016 due to capacity being reached frequently, staffing was increased in the child care room from 2 to 3 staff. This provided five additional spaces over capacity. Later in the year as capacity concerns subsided, staffing was reduced to normal staffing levels. Child Care and front desk staff worked closely together to provide additional supervision when capacity in Child Care was reached during popular fitness programs.

All Child Care staff are CPR Certified to comply with policies and procedures.

### **2017 Highlights**

- Office Supplies were reduced to \$0. Supplies will be purchased out of FCC Administration starting in 2017.
- There are no other significant budget changes in FCC Child Care.

### **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.

### **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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
127-451-26-4111	Salaries, Administrative	-	-	-	-	-	0%
127-451-26-4120	Part Time	27,297	30,369	29,300	30,125	31,000	6%
127-451-26-4130	Overtime	991	909	850	850	1,000	18%
		28,288	31,278	30,150	30,975	32,000	6%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
127-451-26-4210	Health Insurance	-	-	-	-	-	0%
127-451-26-4220	FICA Payroll Expense	1,754	1,939	1,875	1,875	2,000	7%
127-451-26-4221	Medicare Payroll Expense	410	453	450	450	475	6%
127-451-26-4230	Retirement Contribution	-	-	-	-	-	0%
127-451-26-4250	Unemployment Insurance	85	94	100	100	100	0%
127-451-26-4260	Workers Compensation Insurance	200	181	225	225	200	-11%
		2,449	2,667	2,650	2,650	2,775	5%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
127-451-26-4310	Professional Development	27	-	200	200	200	0%
127-451-26-4345	Background Investigations	8	-	50	50	50	0%
		35	-	250	250	250	0%
<b><u>SUPPLIES</u></b>							
127-451-26-4610	Office Supplies	79	84	100	100	-	-100%
127-451-26-4612	Supplies and Equipment	389	322	400	400	400	0%
127-451-26-4661	Uniforms	104	170	250	250	250	0%
		572	576	750	750	650	-13%
<b>TOTAL EXPENSES</b>		<b>31,344</b>	<b>34,521</b>	<b>33,800</b>	<b>34,625</b>	<b>35,675</b>	<b>6%</b>

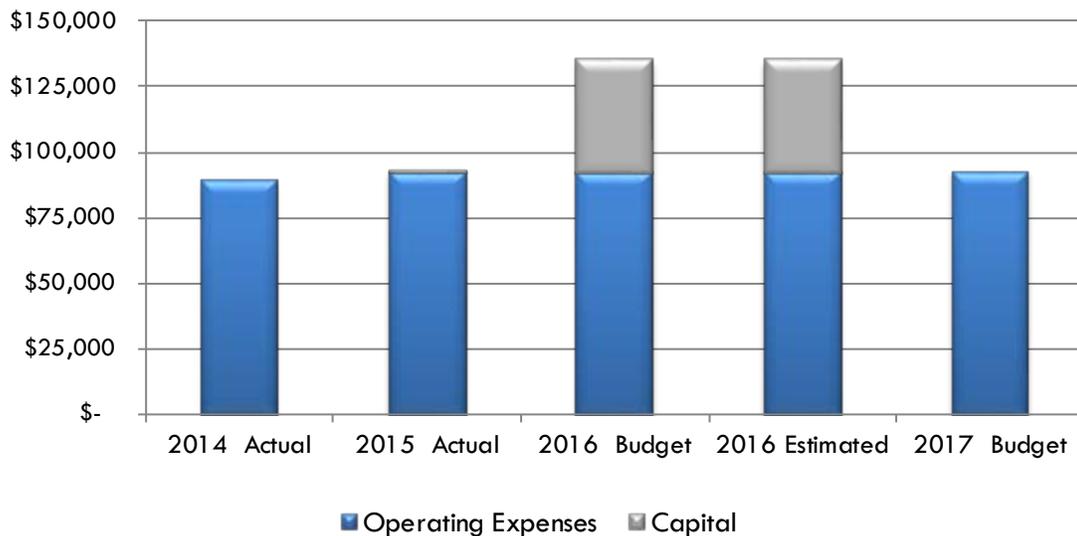
# Community Center Fund

## Fitness/Wellness Programs

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 78,617	\$ 80,973	\$ 80,250	\$ 80,250	\$ 80,700	1%
Personnel Services, Benefits	5,239	5,052	5,150	5,150	5,350	4%
Purchased Professional Services	2,034	1,449	1,800	1,800	1,800	0%
Other Purchased Services	-	-	350	350	150	-57%
Supplies	2,893	4,547	4,850	4,850	4,300	-11%
Operating Expenses	\$ 88,783	\$ 92,021	\$ 92,400	\$ 92,400	\$ 92,300	0%
Capital	-	1,170	42,500	42,500	-	-100%
<b>Total Expense</b>	<b>\$ 88,783</b>	<b>\$ 93,191</b>	<b>\$ 134,900</b>	<b>\$ 134,900</b>	<b>\$ 92,300</b>	<b>-32%</b>

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

### Budget History



# Community Center Fund

## Fitness/Wellness Programs

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### 2016 Accomplishments

Group fitness classes continue to be very successful and an attraction for patrons and pass sales. Many of the classes that were started in 2015 continued in 2016. Several new classes were added based on industry trends, customer demands and staffing changes while some were discontinued.

Capital Equipment Replacement Funds were used in 2016 for the following fitness equipment items:

1. Addition of three Keiser bikes in the fitness area;
2. Replacement of three recumbent bikes in the fitness area;
3. Replacement of two upright bikes in fitness area;
4. Replacement of two elliptical machines in the fitness area;
5. Replacement of two adaptive motion trainers in the fitness area;
6. Reupholster worn-out upholstered weight equipment

In addition to replaced equipment, the sound system housing box was replaced by a permanent wall-mounted housing box which will reduce maintenance costs in the future due to worn wires and equipment from being moved around frequently.

A quarterly maintenance schedule has been established with Mountain Fitness Services to clean, repair and check all fitness equipment regularly.

### Class Attendance

2014													
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Participants	1277	791	891	875	841	809	841	612	678	878	883	743	10119
Classes	180	192	188	16	149	129	146	107	133	138	175	114	1736
2015													
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Participants	1235	989	1183	903	1068	1224	873	115	<i>1100</i>	<i>1200</i>	<i>1200</i>	<i>1000</i>	13090
Classes	146	137	151	130	125	136	141	141	<i>141</i>	<i>143</i>	<i>145</i>	<i>145</i>	1681
2016													
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Participants													
Classes													

\*Numbers in italics are estimates

# Community Center Fund

## Fitness/Wellness Programs

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### 2017 Highlights

- Office Supplies were reduced to \$0. Supplies will be purchased out of FCC Administration starting in 2017.
- There are no other significant budget changes in Fitness/Wellness Programs

### Goals

- Provide a clean, safe and customer-oriented fitness/wellness facility.
- Provide health and wellness educational opportunities for the community.
- Monitor and replace (when needed) fitness equipment to ensure the best customer experience and safety. Obtain additional equipment in order to meet with fitness trends and satisfy the desires of our patrons.
- Continue to expand fitness class participation averages.

### Objectives

- Continue to host Guest Speaker Series in conjunction with Family Health West.
- Continue to retain and recruit experienced instructors to provide affordable, high-quality classes to patrons.
- Continually monitor and offer fitness classes and programs that the community wants. Monitor classes and programs to ensure that they are not placing patrons at risk.
- Monitor all equipment within the fitness/wellness areas to make certain that it is mechanically safe and is used in a safe manner. Purchase equipment (or repair) as needed for replacement or based on community needs. Work with building maintenance coordinator to assure that all equipment is properly maintained and functioning correctly.
- Manage contracts of personal trainers and confirm that they are providing safe and acceptable 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 to a wide spectrum of our local population. Fitness orientations, along with instructed classes, will help to keep users safe and the equipment protected.
- 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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Chg
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
127-451-27-4111	Salaries, Administrative	1,262	-	-	-	-	0%
127-451-27-4120	Part Time	42,363	45,797	45,250	45,250	45,700	1%
127-451-27-4125	Contract Labor	33,912	34,407	34,200	34,200	34,200	0%
127-451-27-4130	Overtime	1,080	769	800	800	800	0%
		78,617	80,973	80,250	80,250	80,700	1%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
127-451-27-4210	Health Insurance	627	-	-	-	-	0%
127-451-27-4220	FICA Payroll Expense	2,772	2,887	2,875	2,875	2,875	0%
127-451-27-4221	Medicare Payroll Expense	648	675	675	675	675	0%
127-451-27-4230	Retirement Contribution	58	-	-	-	-	0%
127-451-27-4250	Unemployment Insurance	134	140	150	150	150	0%
127-451-27-4260	Workers Compensation Insura	1,000	1,350	1,450	1,450	1,650	14%
		5,239	5,052	5,150	5,150	5,350	4%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
127-451-27-4310	Professional Development	2,034	1,449	1,700	1,700	1,700	0%
127-451-27-4345	Background Investigations	-	-	100	100	100	0%
		2,034	1,449	1,800	1,800	1,800	0%
<b><u>OTHER PURCHASED SERVICES</u></b>							
127-451-27-4530	Telephone	-	-	350	350	150	-57%
		-	-	350	350	150	-57%
<b><u>SUPPLIES</u></b>							
127-451-27-4610	Office Supplies	56	19	250	250	-	-100%
127-451-27-4612	Supplies and Equipment	2,710	4,276	4,000	4,000	4,000	0%
127-451-27-4661	Uniforms	127	252	600	600	300	-50%
		2,893	4,547	4,850	4,850	4,300	-11%
<b><u>CAPITAL EQUIPMENT</u></b>							
127-451-27-4743	Furniture and Equipment	-	1,170	42,500	42,500	-	-100%
		-	1,170	42,500	42,500	-	-100%
<b>TOTAL EXPENSES</b>		<b>88,783</b>	<b>93,191</b>	<b>134,900</b>	<b>134,900</b>	<b>92,300</b>	<b>-32%</b>

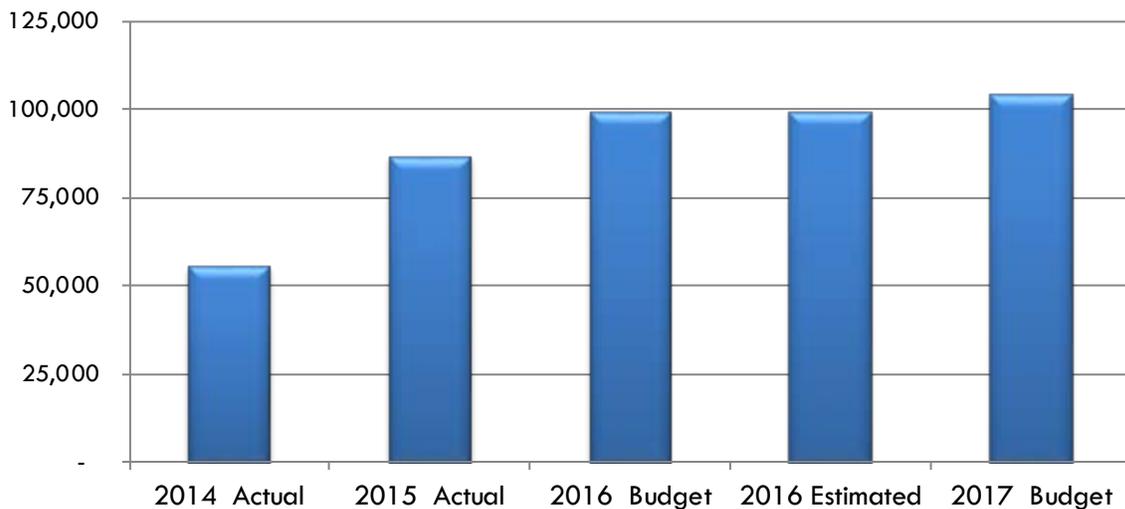
# Community Center Fund

## Senior Programs

<b><u>EXPENDITURES</u></b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 28,413	\$ 41,288	\$ 46,450	\$ 46,450	\$ 50,725	9%
Personnel Services, Benefits	4,409	19,236	24,975	24,975	25,600	3%
Purchased Professional Services	566	1,388	1,400	1,400	2,850	104%
Purchased Property Services	7,372	-	-	-	-	0%
Other Purchased Services	9,841	20,961	23,150	23,150	16,500	-29%
Supplies	4,592	3,390	3,425	3,425	8,325	143%
Operating Expenses	\$ 55,193	\$ 86,263	\$ 99,400	\$ 99,400	\$ 104,000	5%
Capital	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 55,193</b>	<b>\$ 86,263</b>	<b>\$ 99,400</b>	<b>\$ 99,400</b>	<b>\$ 104,000</b>	<b>5%</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. In addition, Senior services is charged with providing programs, events and trips for senior to remain physically, socially, and mentally active. Staff also provides educational opportunities on services and programs offered not only through the City but also through Mesa County Health Department and other servitor services organizations.

### Budget History



# Community Center Fund

## Senior Programs

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### 2016 Accomplishments

Senior services programs and events continue to be popular and more often than not are filled to capacity. Seniors were able to participate in 9 day trips and 4 overnight trips organized by senior services staff. Day trips included Sunset Float trips on the Colorado River to an Autumn Colorado Drive over the Mesa. Overnight trips included a trips from a Ouray Hot Springs soak to Moab Adventure Jeeping tour. Seniors also have the opportunity to participate in on-going activities such as food for thought, Friday hike and lunch programs.

### 2017 Highlights

- Printing expenses were reduced to \$0.
- There are no other significant budget changes in FCC Senior Services.

### 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.
- Work with Fitness/Wellness staff to provide 'Silver' fitness programs

### Objectives

- Work with Silver Sneakers/Silver and Fit staff to offer classes and social opportunities for the senior community to stay fit and active.
- 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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
127-451-28-4111	Salaries, Administrative	-	27,846	38,625	38,625	42,875	0%
127-451-28-4120	Part Time	27,909	13,246	7,325	7,325	5,850	-20%
127-451-28-4125	Contract Labor	-	-	-	-	-	0%
127-451-28-4130	Overtime	504	196	500	500	2,000	0%
		28,413	41,288	46,450	46,450	50,725	9%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
127-451-28-4210	Health Insurance	-	13,245	18,250	18,250	17,650	0%
127-451-28-4220	FICA Payroll Expense	1,731	2,495	2,800	2,800	3,150	13%
127-451-28-4221	Medicare Payroll Expense	405	583	650	650	750	15%
127-451-28-4230	Retirement Contribution	1,013	1,564	1,725	1,725	2,000	16%
127-451-28-4250	Unemployment Insurance	85	124	150	150	175	17%
127-451-28-4260	Workers Compensation Insura	1,175	1,225	1,400	1,400	1,875	34%
		4,409	19,236	24,975	24,975	25,600	3%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
127-451-28-4310	Professional Development	293	900	600	600	800	33%
127-451-28-4345	Background Investigations	8	-	50	50	50	0%
127-451-28-4350	Entertainment	265	488	750	750	2,000	167%
		566	1,388	1,400	1,400	2,850	104%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
127-451-28-4441	Facility Rentals	7,372	-	-	-	-	0%
		7,372	-	-	-	-	0%
<b><u>OTHER PURCHASED SERVICES</u></b>							
127-451-28-4530	Telephone	-	-	300	300	-	-100%
127-451-28-4553	Advertising	-	-	-	-	-	0%
127-451-28-4580	Senior Travel Activities	9,841	20,961	22,850	22,850	16,500	-28%
		9,841	20,961	23,150	23,150	16,500	-29%
<b><u>SUPPLIES</u></b>							
127-451-28-4612	Supplies and Equipment	4,592	3,390	3,425	3,425	8,325	143%
127-451-28-4680	Refunds	-	-	-	-	-	0%
		4,592	3,390	3,425	3,425	8,325	143%
<b><u>CAPITAL EQUIPMENT</u></b>							
127-451-28-4743	Furniture and Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<b>TOTAL EXPENSES</b>		<b>55,193</b>	<b>86,263</b>	<b>99,400</b>	<b>99,400</b>	<b>104,000</b>	<b>5%</b>

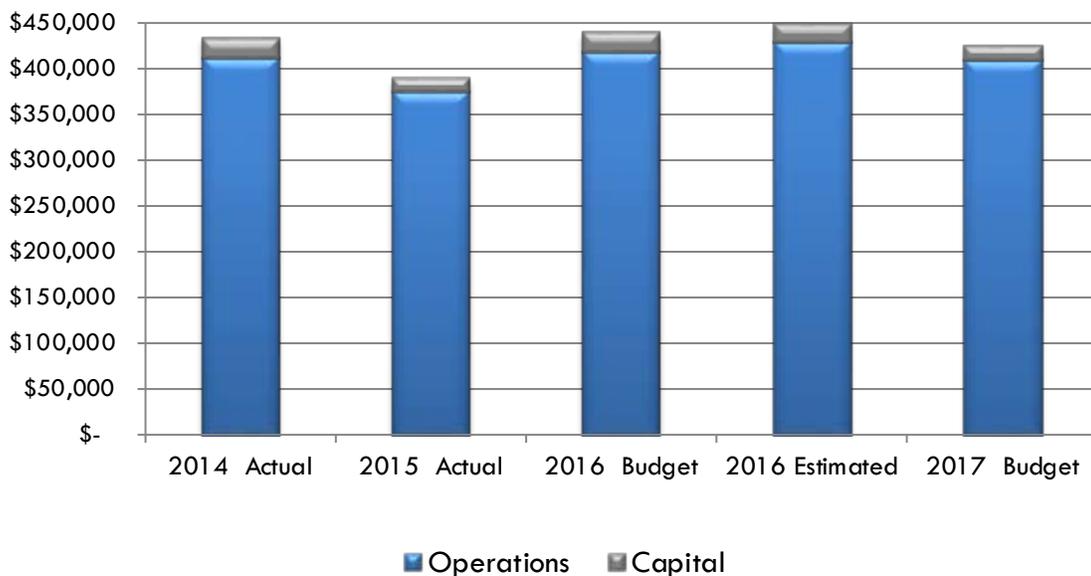
# Community Center Fund

## Building Maintenance

<b>EXPENDITURES</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>% Chg.</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>	
Personnel Services, Salaries	\$ 102,681	\$ 98,504	\$ 105,775	\$ 107,275	\$ 120,375	14%
Personnel Services, Benefits	22,168	24,117	25,850	25,850	26,975	4%
Purchased Professional Services	1,768	670	1,000	1,000	800	-20%
Purchased Property Services	59,702	55,757	62,175	62,475	68,175	10%
Other Purchased Services	300	300	350	350	300	-14%
Supplies	224,577	194,356	221,500	230,000	191,025	-14%
Operating Expenses	\$ 411,196	\$ 373,704	\$ 416,650	\$ 426,950	\$ 407,650	-2%
Capital	21,301	15,005	21,600	21,600	17,000	-21%
<b>Total Expense</b>	<b>\$ 432,497</b>	<b>\$ 388,709</b>	<b>\$ 438,250</b>	<b>\$ 448,550</b>	<b>\$ 424,650</b>	<b>-3%</b>

Building Maintenance oversees general maintenance and custodial services at the Fruita Community Center. Building Maintenance includes one full time employee, as well as part-time custodians / day porters. 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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### 2016 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.

All cementaceous siding was replaced with the exception of siding near the aquatics guard room. Original siding due to manufacturer error became loose from expanding and contracting due to changes in the weather. Siding became dangerous as it was falling off and facility appearance was significantly lessened. The City of Fruita did receive settlement funds as part of a class action lawsuit against certaineed siding to partially pay for the replacement project..

The Community Center closed for maintenance week in mid September. Projects included general deep cleaning, painting, wood floor refinishing, carpet cleaning, fitness equipment deep cleaning and maintenance, tile cleaning, window cleaning, ceiling fans installed in fitness area and concrete floor burnishing. The indoor pool was drained, power washed and cleaned as well. Locker room shower glass partitions were replaced with 4 inch cinder block walls. This will reduce future maintenance and safety concerns. The concrete floors in the lobby areas and gymnasium hallway was grinded, strained and resealed as the discoloration had occurred over the years (due in part to sun damage and a Red Bull being spilled on the surface.

### 2017 Highlights

- Add a second day porter to improve cleanliness.
- Reduce Utility expenses by \$13,175 based on recent expenses
- Capital Projects of \$17,000 includes additional security cameras and carpet replacement

### 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.
- Prevent mechanical failures in the facility that may affect patron visit and usage

# Community Center Fund

## Building Maintenance

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### Objectives

- Evaluate contracted custodial services and secure new custodial agreement.
- Coordinate facility maintenance week in 2017.
- 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.
- 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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Chg
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
127-451-54-4111	Salaries, Administrative	33,471	34,469	35,000	35,000	35,350	1%
127-451-54-4120	Part Time	10,172	8,422	11,625	13,125	26,100	125%
127-451-54-4125	Contract Labor	56,244	53,011	56,250	56,250	56,250	0%
127-451-54-4130	Overtime	2,794	2,602	2,900	2,900	2,675	-8%
		102,681	98,504	105,775	107,275	120,375	14%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
127-451-54-4210	Health Insurance	15,314	17,466	18,250	18,250	17,650	-3%
127-451-54-4220	FICA Payroll Expense	2,832	2,766	3,175	3,175	3,975	25%
127-451-54-4221	Medicare Payroll Expense	662	647	750	750	925	23%
127-451-54-4230	Retirement Contribution	1,521	1,551	1,700	1,700	1,725	1%
127-451-54-4250	Unemployment Insurance	139	137	150	150	200	33%
127-451-54-4260	Workers Compensation Insura	1,700	1,550	1,825	1,825	2,500	37%
		22,168	24,117	25,850	25,850	26,975	4%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
127-451-54-4310	Professional Development	1,768	670	1,000	1,000	800	-20%
		1,768	670	1,000	1,000	800	-20%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
127-451-54-4430	Service Contracts	19,325	14,514	19,700	20,000	20,000	2%
127-451-54-4435	Fleet Maintenance	1,050	675	675	675	2,075	207%
127-451-54-4440	Building Maintenance	39,327	40,568	41,800	41,800	43,600	4%
127-451-54-4452	Drainage Fees	-	-	-	-	2,500	N/A
		59,702	55,757	62,175	62,475	68,175	10%
<b><u>OTHER PURCHASED SERVICES</u></b>							
127-451-54-4530	Telephone	300	300	350	350	300	-14%
		300	300	350	350	300	-14%
<b><u>SUPPLIES</u></b>							
127-451-54-4610	Office Supplies	269	123	500	500	-	-100%
127-451-54-4612	Supplies and Equipment	21,266	21,082	22,000	22,000	22,000	0%
127-451-54-4620	Utilities	185,224	155,227	154,675	163,175	150,000	-3%
127-451-54-4626	Fuel	1,427	840	1,525	1,525	1,525	0%
127-451-54-4649	Repair & Maint Supplies	16,152	16,522	42,000	42,000	17,000	-60%
127-451-54-4661	Uniforms	239	562	800	800	500	-38%
		224,577	194,356	221,500	230,000	191,025	-14%
<b><u>CAPITAL</u></b>							
127-451-54-4743	Furniture and Equipment	21,301	15,005	21,600	21,600	17,000	-21%
127-451-54-4744	Computer Equipment	-	-	-	-	-	0%
		21,301	15,005	21,600	21,600	17,000	-21%
<b>TOTAL EXPENSES</b>		<b>432,497</b>	<b>388,709</b>	<b>438,250</b>	<b>448,550</b>	<b>424,650</b>	<b>-3%</b>

# Capital Projects Fund

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# Capital Projects Fund

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# Capital Projects Fund

## REVENUES AND EXPENSES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Intergovernmental Revenue	\$1,123,270	\$1,274,710	\$1,471,800	\$1,551,225	\$4,735,000	222%
Development Impact Fees	-	78,011	236,150	236,150	50,325	-79%
Interest and Rents	1,196	1,981	-	-	-	0%
Donations	-	3,000	8,500	8,500	178,000	1994%
Transfers from other funds	1,353,030	1,731,355	920,475	858,975	745,000	-19%
Sale of Property	-	-	-	-	-	0%
<b>Total Revenues</b>	<b>\$2,477,496</b>	<b>\$3,089,057</b>	<b>\$2,636,925</b>	<b>\$2,654,850</b>	<b>\$5,708,325</b>	<b>116%</b>
<b>Expenses</b>						
Miscellaneous Projects	\$ 214,463	\$ 482,145	\$ 70,000	\$ 70,000	\$ 265,000	279%
Street Improvements	669,784	1,183,845	839,975	840,400	490,000	-42%
Drainage Improvements	-	52,188	-	-	72,525	0%
Building Improvements	1,630,625	1,296,385	224,450	224,450	-	-100%
Parks and Open Space	130,573	72,513	1,630,000	1,630,000	4,895,500	200%
Contingency	-	-	62,500	-	100,000	60%
<b>Total Expenses</b>	<b>\$2,645,445</b>	<b>\$3,087,076</b>	<b>\$2,826,925</b>	<b>\$2,764,850</b>	<b>\$5,823,025</b>	<b>106%</b>
<b>Change in available funds</b>	<b>\$ (167,949)</b>	<b>\$ 1,981</b>	<b>\$ (190,000)</b>	<b>\$ (110,000)</b>	<b>\$ (114,700)</b>	

## FUNDS AVAILABLE

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Beginning Funds Available</b>	\$ 712,216	\$ 544,267	\$ 546,248	\$ 546,248	\$ 436,248	-20%
Net Change in available funds	(167,949)	1,981	(190,000)	(110,000)	(114,700)	-40%
<b>Ending Funds Available</b>	<b>\$ 544,267</b>	<b>\$ 546,248</b>	<b>\$ 356,248</b>	<b>\$ 436,248</b>	<b>\$ 321,548</b>	<b>-10%</b>
<b>Components of Funds Available</b>						
Restricted for drainage	\$ -	\$ -	\$ -	\$ 80,000	\$ 2,800	N/A
Restricted for parks/open space	42,902	42,902	42,902	42,902	5,402	-87%
Restricted for streets	233,000	234,980	234,980	234,980	234,980	0%
Unassigned	268,365	268,366	78,366	78,366	78,366	0%
	<b>\$ 544,267</b>	<b>\$ 546,248</b>	<b>\$ 356,248</b>	<b>\$ 436,248</b>	<b>\$ 321,548</b>	<b>-10%</b>

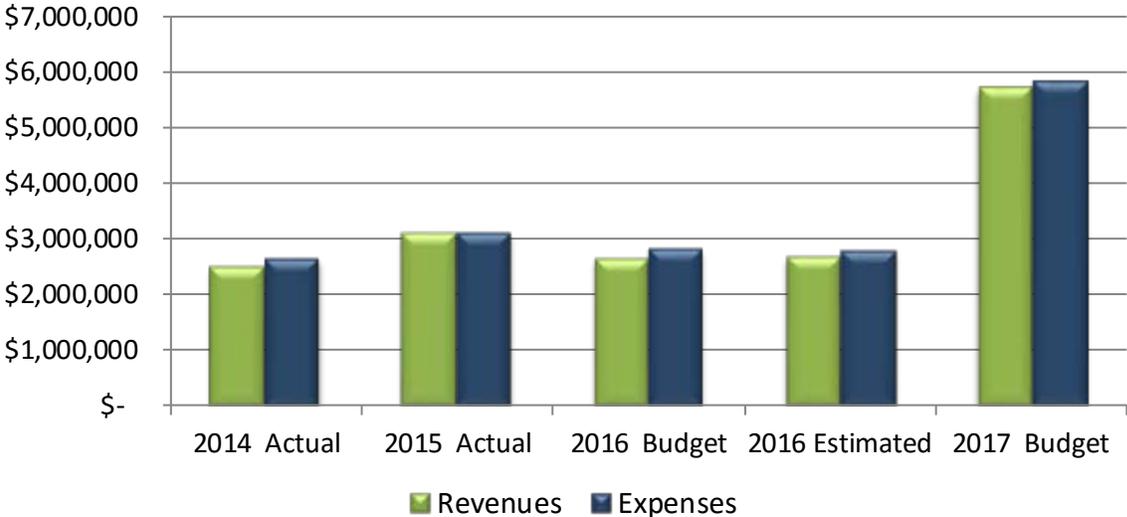
# Capital Projects Fund

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## PURPOSE OF THE FUND

The Capital Projects Fund provides for acquisition and construction of improvements and enhancements to the general governmental infrastructure and facilities of the City such as streets, parks and open space, and other projects in accordance with the City's Five Year Capital Improvement Plan. Capital projects associated with enterprise funds such as the Sewer and Irrigation Funds are accounted for in the respective funds and are not included in the Capital Projects Fund. A capital project is typically defined as a project with a useful life of five years or greater and a minimum cost of \$10,000. Capital equipment is generally funded in operating budgets.

## REVENUES AND EXPENSES



### Revenues

The Capital Project Fund receives most of its funding from grant revenues and transfers from other funds. Revenues of \$5.7 million in the 2017 Budget include grant revenues of \$4.7 million (83%) and transfers from other funds of \$745,100 (13%) with the majority of the transfers from available funds in the General Fund. The City has historically been very successful in leveraging City funds with grant revenues. Of the \$4.7 million of grant funds included in the 2017 Budget, 95% (\$4.5 million) are confirmed and the remaining 5% (\$250,000) are not confirmed at this time. The projects associated with these grants are contingent upon receipt of these grants.

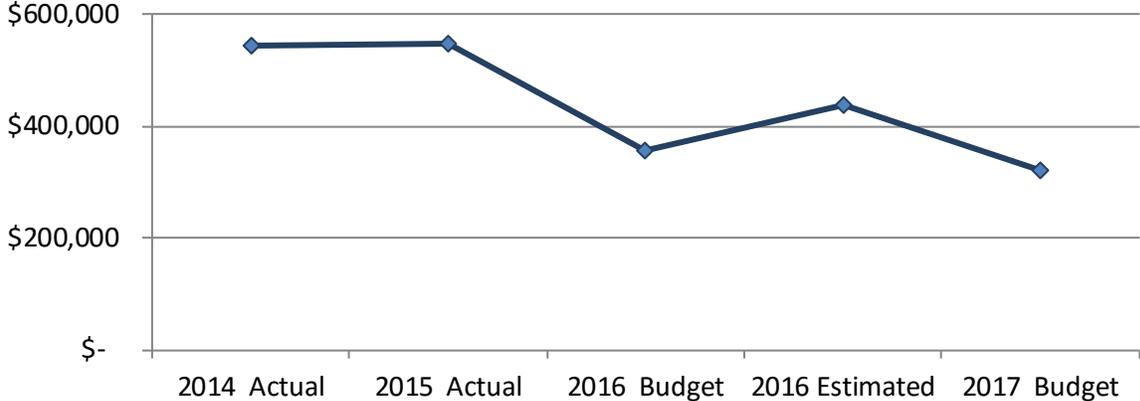
### Expenses

There are a number of individual projects in the 2017 budget which are detailed in the following pages. The most significant project is the construction of the Kokopelli Trail (\$4.55 million).

# Capital Projects Fund

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## FUNDS AVAILABLE



The Capital Projects Fund has estimated available funds of \$436,248 at January 1, 2017. Of these funds, \$357,882 are restricted for specific uses and \$78,366 is unassigned and available for any capital project use. The 2017 Budget include the use of \$114,700 of available funds. This includes \$77,200 in amounts restricted for the downtown project for drainage improvements and \$37,500 in amounts restricted for open space for park land acquisition. Funds are transferred from available funds in the General Fund on an annual basis with a target of approximately 10% of current year revenues of the General Fund, excluding other financing sources. The City has historically funded capital projects at a much higher percentage with the use of available funds from the General Fund. However, these funds have declined over the last several years and it is anticipated that the City’s Capital Projects Fund will be less aggressive than it has been in the past.

## PERSONNEL

The Capital Projects Fund does not include any personnel costs. However, activities in the Fund are supported by city staff, primarily from the Public Works Engineering Division for the engineering, design and management of capital projects.

# Capital Projects Fund Summary

## Revenues

Account Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>INTERGOVERNMENTAL REVENUES</b>						
3313 Federal Enhancement Grant	-	-	649,500	649,500	-	-100%
3315 Hazard Elimination Grant	-	-	-	-	-	N/A
3316 CDBG Grant	158,588	-	-	-	-	0%
3342 Energy Impact Grant	657,651	1,062,808	145,000	145,000	1,000,000	590%
3346 GOCO Grant	68,933	-	200,000	200,000	2,135,000	968%
3347 TAP Grant	-	-	160,000	160,000	1,200,000	650%
3348 CPW Grant	-	-	-	-	45,000	
3371 Mesa County Grants	238,098	211,902	317,300	316,725	285,000	-10%
3377 GV Drainage District	-	-	-	80,000	70,000	0%
	1,123,270	1,274,710	1,471,800	1,551,225	4,735,000	222%
<b>FINES, FORFEITS AND ASSESSMENTS</b>						
3550 Special Assessments	-	2,052	-	-	-	0%
3555 Development Impact Fees	-	75,959	236,150	236,150	50,325	-79%
	-	78,011	236,150	236,150	50,325	-79%
<b>INTEREST AND RENTS</b>						
3610 Interest on deposits	1,196	1,981	-	-	-	0%
	1,196	1,981	-	-	-	0%
<b>DONATIONS</b>						
3641 Donations	-	3,000	8,500	8,500	178,000	1994%
	-	3,000	8,500	8,500	178,000	1994%
<b>TRANSFERS FROM OTHER FUNDS</b>						
3910 Transfer from General Fund	1,130,442	1,058,832	684,075	622,575	495,000	-28%
3911 Transfer from Sewer Fund	205,578	605,510	9,450	9,450	-	-100%
3916 Transfer from Cons. Trust	17,010	67,013	184,100	184,100	250,000	36%
3918 Transfer from Comm Cntr	-	-	42,850	42,850	-	-100%
	1,353,030	1,731,355	920,475	858,975	745,000	-19%
<b>OTHER FINANCING SOURCES</b>						
3950 Sale of Property	-	-	-	-	-	0%
	-	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>2,477,496</b>	<b>3,089,057</b>	<b>2,636,925</b>	<b>2,654,850</b>	<b>5,708,325</b>	<b>116%</b>

# Capital Projects Fund Summary

## Expenses

Account Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>MISCELLANEOUS PROJECTS</b>						
701-77 Mountain Water System Imp	-	-	-	-	-	0%
704-77 FHW Improvements	158,588	-	-	-	-	0%
708-77 Downtown Improvements	55,875	482,145	70,000	70,000	265,000	279%
	214,463	482,145	70,000	70,000	265,000	279%
<b>STREET IMPROVEMENTS</b>						
732-77 N Maple Bridge Replacement	-	-	-	-	50,000	N/A
733-77 Sidewalk Replacement	17,380	27,992	40,000	40,000	40,000	0%
735-77 Overlay Program	360,276	375,848	472,950	472,950	400,000	-15%
736-77 Business Park Improvements	5,579	6,789	-	-	-	0%
737-77 Pine Street Improvements	286,549	-	-	-	-	0%
740-77 Ottley Ave Improvements	-	771,510	-	-	-	0%
742-77 I70/Hwy 340 Gateway	-	1,706	68,300	68,300	-	-100%
745-77 J.2 Road Improvements	-	-	258,725	259,150	-	-100%
	669,784	1,183,845	839,975	840,400	490,000	-42%
<b>DRAINAGE IMPROVEMENTS</b>						
763-77 SH 340/Kokopelli Drain Imp	-	52,188	-	-	72,525	0%
	-	52,188	-	-	72,525	0%
<b>BUILDING IMPROVEMENTS</b>						
780-77 Police Building Improvements	8,000	-	-	-	-	0%
781-77 Shop Improvements	1,622,625	1,296,385	224,450	224,450	-	-100%
	1,630,625	1,296,385	224,450	224,450	-	-100%
<b>PARK AND OPEN SPACE IMPROVEMENTS</b>						
790-77 Kokopelli Trail	4,688	4,300	259,400	259,400	4,550,000	1654%
791-77 Little Salt Wash Trail	14,456	54,247	1,288,000	1,288,000	-	-100%
792-77 Trails - North Fruita Desert	-	-	-	-	58,000	N/A
793-77 Snooks Bottom Open Space	-	-	-	-	30,000	N/A
794-77 Little Salt Wash Park Imp	-	-	11,250	11,250	217,500	1833%
795-77 Reed Park Improvements	10,000	3,500	-	-	30,000	N/A
796-77 Fruita Bike Park	94,419	-	-	-	-	0%
798-77 Fruita Community Center	-	-	42,850	42,850	-	-100%
802-77 Civic Center Park	-	-	20,000	20,000	-	-100%
803-77 Park Improvements	7,010	10,466	8,500	8,500	10,000	18%
	130,573	72,513	1,630,000	1,630,000	4,895,500	200%
<b>CONTINGENCY</b>						
700-77 Contingency	-	-	62,500	-	100,000	60%
	-	-	62,500	-	100,000	60%
<b>TOTAL EXPENDITURES</b>	<b>2,645,445</b>	<b>3,087,076</b>	<b>2,826,925</b>	<b>2,764,850</b>	<b>5,823,025</b>	<b>106%</b>

# Capital Projects Fund

## Downtown Improvements - Alley - Project #130-708-77

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
2470 Restricted Funds - Drainage	\$ -	\$ -	\$ -	\$ -	\$ 77,200	N/A
3342 Energy Impact Grant	27,938	236,262	25,000	25,000	-	-100%
3371 Mesa County Grant	-	-	-	-	185,000	N/A
3555 Development Impact Fees	-	-	-	-	2,800	N/A
3910 Transfer from General Fund	27,937	245,883	45,000	45,000	-	-100%
Total Revenues	\$ 55,875	\$ 482,145	\$ 70,000	\$ 70,000	\$ 265,000	279%
<b>Expenses</b>						
4335 Design & Engineering	\$ 55,875	\$ 25,362	\$ 50,000	\$ 50,000	\$ -	-100%
4730 Construction	-	456,783	20,000	20,000	265,000	1225%
Total Expenses	\$ 55,875	\$ 482,145	\$ 70,000	\$ 70,000	\$ 265,000	279%

### **Project Description**

The project entails the construction of alley improvements in the 200 block north of Aspen Avenue and includes utility upgrades, drainage improvements, paving, and beautification measures that correspond to the recommendations of the Downtown Master Plan. The City is applying for a \$185,000 Mesa County Federal Mineral Lease District Grant for the improvements and will also use approximately \$80,000 in available funds from contributions received in 2016 from the Grand Valley Drainage District for drainage projects. In addition, the City will use approximately \$160,000 in funds set aside by Xcel for the purpose of undergrounding electrical lines as required by the City's franchise agreement with Xcel.

### **Purpose and Need**

This alley project will provide drainage, utility, and transportation improvements to help attract a wider variety of business types to the downtown area and help support community events, as well as facilitating a pleasant downtown experience for both residents and tourists and driving economic activity while reducing maintenance costs.

### **History and Current Status**

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. In 2015, improvements consisting of intersection bulbouts that provide improved crosswalks and pedestrian facilities, outdoor seating areas for restaurant businesses, outdoor sales areas of retail merchants, and public gathering

# Capital Projects Fund

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spaces along Aspen Avenue were constructed. In 2016, the design for Phase 2 of the Downtown Master Plan and design of alley improvements in the 200 block north of Aspen Avenue were completed. Completing the construction of these alley improvements will take another step towards completion of the overall Downtown Master Plan.

## **Schedule**

With an award of the Mesa County Federal Mineral Lease District Grant, construction will begin early in 2017 in order to be completed by March or April, prior to the busy Spring tourist season.

## **Operating Budget Impact**

This project is planned to replace a gravel alley surface with a paved surface. This should reduce maintenance by not having to regrade the gravel surface periodically to improve drainage flow and remove potholes. No significant cost impacts are expected on the operating budget due to this project.

# Capital Projects Fund

## Sidewalk Replacement - Project #130-733-77

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
3550 Sidewalk Assessments	\$ -	\$ 2,052	\$ -	\$ -	\$ -	0%
3910 Transfer from General Fund	17,380	25,940	40,000	40,000	40,000	0%
Total Revenues	\$ 17,380	\$ 27,992	\$ 40,000	\$ 40,000	\$ 40,000	0%
<b>Expenses</b>						
4730 Construction	\$ 17,380	\$ 27,992	\$ 40,000	\$ 40,000	\$ 40,000	0%
Total Expenses	\$ 17,380	\$ 27,992	\$ 40,000	\$ 40,000	\$ 40,000	0%

### 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. The 2017 budget includes \$40,000 for this cost share program as well as address existing ADA and safety issues. The Fruita Traffic Committee has identified multiple locations that warrant crosswalk improvements. \$10,000 has been set aside for the Pabor Avenue and Pine Street crosswalk improvements.

### 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 2016, the sidewalk program continued to see substantial participation from private property owners. Approximately \$12,000 went towards ADA improvements to ramps and sidewalks at the west side of the Community Center on Coulson St.

### 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

## Overlay Program - Project #130-735-77

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
3371 Mesa County	\$ 100,000	\$ 100,000	\$ 251,725	\$ 251,725	\$ 100,000	-60%
3555 Development Impact Fees	-	17,080	-	-	-	0%
3910 Transfer from General Fund	260,276	258,768	247,025	247,025	300,000	21%
Total Revenues	\$ 360,276	\$ 375,848	\$ 498,750	\$ 498,750	\$ 400,000	-20%
<b>Expenses</b>						
4730 Construction	\$ 360,276	\$ 375,848	\$ 498,750	\$ 498,750	\$ 400,000	-20%
Total Expenses	\$ 360,276	\$ 375,848	\$ 498,750	\$ 498,750	\$ 400,000	-20%

### Project Description

This is a capital project fund for asphalt overlay improvements, including patching on various streets in the City of Fruita. This program will focus on overlays for Applewood Drive from Mesa St to Ponderosa Dr, South Maple St. from Aspen Ave. to Highway 6, Cherry St. from Aspen Ave. to Pabor Ave., Sycamore St. from Harrison Ave. to Cleveland Ave., Pisces Cir. and Pisces Ln. from Aquarius Ave. to Leo Ave., and Lonnie Way from Aquarius Ave. to Holly Park Dr.

### 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.

### Schedule

The proposed overlays are planned to be constructed in the late spring or early summer months of 2017.

### 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

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## Hwy 340/Kokopelli Drainage Improvements - Project #130-763

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
3377 GVDD Contribution	\$ -	\$ -	\$ -	\$ -	\$ 70,000	N/A
3555 Development Impact Fees	-	-	-	-	2,525	N/A
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 72,525	N/A
<b>Expenses</b>						
4335 Engineering and Design	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4730 Construction	-	-	-	-	72,525	N/A
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 72,525	N/A

### **Project Description**

### **Purpose and Need**

### **History and Current Status**

### **Schedule**

### **Operating Budget Impact**

# Capital Projects Fund

## Trails - Project #130-790-77

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
3342 Energy Impact Grant	\$ -	\$ -	\$ -	\$ -	\$1,000,000	N/A
3346 GOCO Grant	-	-	-	-	2,000,000	N/A
3347 TAP Grant	-	-	160,000	160,000	1,200,000	650%
3641 Donations - Riverfront/MG	-	-	-	-	170,000	N/A
3910 Transfer from General Fund	-	-	40,000	40,000	-	-100%
3916 Transfer from CTF	-	4,300	33,600	33,600	180,000	436%
Total Revenues	\$ -	\$ 4,300	\$ 233,600	\$ 233,600	\$4,550,000	1848%
<b>Expenses</b>						
4335 Engineering and Design	\$ -	\$ 4,300	\$ 233,600	\$ 233,600	\$ -	-100%
4730 Construction	4,688	4,688	-	-	4,550,000	N/A
Total Expenses	\$ 4,688	\$ 8,988	\$ 233,600	\$ 233,600	\$4,550,000	1848%

### Project Description

This project will include construction of 4.5 miles of the Colorado Riverfront Trail (CRT) from Fruita to the Loma community and Kokopelli Trail system in McInnis Canyons NCA. Construction will include a 10 foot wide concrete trail, separated single-track trail (in sections), 2 pedestrian bridges, 1 drainage culvert crossing, an underpass crossing Interstate 70 (Reed Wash), and various other trail amenities.

The trail will consist of a 6-inch thick concrete section similar to the other sections of the Colorado Riverfront Trail system. However, since certain sections of this trail will need to provide maintenance access for heavier vehicles, as well as emergency vehicles, sections of the trail will be designed to accommodate a heavier loading than some of the other sections of the riverfront trail. These loadings will be accommodated by thicker concrete (or road base) trail sections necessary for the types of vehicles anticipated. One of these heavy-duty sections is located near Big Salt Wash where the trail will also need to provide access to a sewer manhole and be able to support a sewer vacuum truck. This section will require an 8-inch thick concrete section.

A separated soft-surface, single-track trail will also be constructed alongside a majority of the Kokopelli Section of the CRT. This secondary trail will be 18" – 24" wide and is intended to provide trail users (bicyclists, in particular) a variety of trail to ride. Bumps, rollers, and swales will be incorporated into the trail design and construction. Western Colorado Conservation Corp., in cooperation with the Colorado Plateau Mountain Bike Association (COPMOBA) will design and construct this secondary trail.

# Capital Projects Fund

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In addition to the trails, the other major components in making this connection include construction of the 4 major crossing structures listed above. The first is a 90-foot long pedestrian bridge crossing Big Salt Wash that will consist of a pre-fabricated metal girder bridge with a concrete deck. A similar structure will also be required to cross Reed Wash near the west end of the project, except that the Reed Wash Crossing will have a span closer to 75-feet. The trail will also include crossing of the Grand Valley Drainage District (GVDD) ditch near the Colorado River oxbow, which is approximately 11 feet deep. This crossing will include installing a 48-inch culvert in the ditch. Other minor drainage culverts and storm drainage improvements will be required to facilitate proper drainage away from the trail. The fourth major structure included in the project is the underpass of Interstate 70 at Reed Wash. This underpass will cross under the existing I-70 bridge and will require construction of a retaining wall, riprap bank stabilization, and pedestrian railing that will allow trail users to be close to the river in a safe manner.

Some of the other components of this project focused on safety and wildlife mitigation include the installation of over 5,000 feet of fencing to discourage trail users from disturbing an active Bald Eagle's nest and trespassing into the adjoining active gravel pit a near 15.5 Road. Trail closure gates will also be installed at major access points that can be used to close the trail in the event of high water or flooding events that may impact the trail as is standard along the CRT system. At 15 Road (next the Fruita's Waste Water Reclamation Facility, a trailhead will be constructed, allowing for a mid-point access for trail users. This trailhead will also serve as a parking location for future waterfowl hunting blinds that the Colorado Parks and Wildlife intends to construct.

## **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. The construction of this trail segment will promote economic development by attracting new businesses to the Greenway Business Park which the trail will run adjacent to as well as encourage event organizers to host races and competitions from downtown Fruita to the Kokopelli Trail system.

## **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 Monument View Section of the Riverfront Trail between Grand Junction and Fruita was completed. The proposed Kokopelli Trail Section 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.

In 2015, a GOCO Paths to Parks grant application was submitted. Due to limited match funds and concerns by Colorado Parks and Wildlife for diminished hunting opportunities and impacts on wildlife, the grant application was denied. Staff has since worked to mitigate the concerns of CPW have been mitigated and additional match funds have been acquired, namely the TAP Grant that is being used to design the trail in 2016. Trail design is in process and is anticipated to be complete in late 2016 or early 2017.

# Capital Projects Fund

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In 2016, staff submitted several grant applications that were successful. The first successful grant was a \$1 million dollar Department of Local Affairs grant award (\$1.2 million was requested). The second successful grant was a \$2 million dollar grant award from Great Outdoors Colorado through the special opportunities Connect Initiative program. A third grant was awarded by Colorado Department of Transportation, Transportation Alternatives Program (TAP) for \$1.2 million. The City has secured other funds including, \$160,000 from the Colorado Riverfront Foundation and CTF funds collected through lottery proceeds.

## **Schedule**

It is expected that all the design and permitting necessary for this trail will be completed by the end of 2016 or early 2017 such that the trail construction could start in early 2017.

## **Operating Budget Impact**

Since this is a construction project, it will not have any impact on the operating budget in 2017 other than staff time to manage the project. The City of Fruita is constructing the Kokopelli Section with the full understanding that it will be maintained and managed by the City of Fruita for many years to come. The City of Fruita has re-signed for an additional five years, an Intergovernmental Agreement with Mesa County (and subsequently with the other community partners) where the City of Fruita is responsible for Colorado Riverfront Trail maintenance within its boundaries. Because the Kokopelli Section lies within Fruita City Limits and growth area, the City of Fruita will assume maintenance responsibilities of this new section.

Overall maintenance of the Kokopelli Section will be delegated to the Fruita Parks and Recreation Department. Weed control, trash removal, snow removal and other needed operational maintenance concerns will be managed and completed by parks staff. In the event a structural failure occurs to the trail, the City of Fruita and will correct it accordingly.

The parks department is currently maintaining approximately 10 miles of trail and anticipates it will add this section to its inventory in 2018. Currently the City expends approximately \$2,250 per mile per year on trail maintenance. Approximately \$2,000 is for staff costs to maintain the trail, remove trash, and mitigate weeds. Extrapolating these historical maintenance costs to the new Kokopelli Section, we anticipate an additional \$10,000 in maintenance costs (staffing and materials) will need to be budgeted for in 2018. Approximately, 500 additional man-hours are estimated or about a quarter-time staff person. A request to add additional parks staff (both full and part-time) was been made for the 2017 budget but was not granted. A similar request will be made for the 2018 budget year when the trail will be open.

# Capital Projects Fund

## Trails Planning North Fruita Desert - Project #130-792-77

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
3347 CPW Trails Grant	\$ -	\$ -	\$ -	\$ -	\$ 45,000	N/A
3641 Donations	-	-	-	-	8,000	N/A
3910 Transfer from GEN	-	-	-	-	5,000	N/A
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 58,000	N/A
<b>Expenses</b>						
4335 Design Services	\$ -	\$ -	\$ -	\$ -	\$ 58,000	N/A
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 58,000	N/A

### Project Description

The development of the NFD Trails Master Plan will be the convergence of BLM GJFO Resource Management Plan with practical, stakeholder provided direction for trail development in the NFD, SRMA. A document with clear direction of trail objectives and layout along with priority of trail development will hasten the on-the-ground installation on new miles of trail by having new trail alignments ready for NEPA analysis.

The overall, measurable product of this planning effort will be the creation of a single Trails Master Plan for the North Fruita Desert, Special Recreation Management Area.

The City of Fruita is in the position of applying for a non-motorized planning grant through Colorado Parks and Wildlife as opposed to either COPMOBA of BLM. COPMOBA is already applying for a non-motorized grant in this cycle at another location, exempting them from being able to apply for a second grant. BLM has federal processes that limit their ability to quickly account for and coordinate the grant award. As such, Fruita agreed to be the lead agency.

### Purpose and Need

There are several events that that lead to the City of Fruita and BLM need to undertake this planning effort now. Mesa County has applied for and is short listed to receive a FLAP grant in the amount of \$4,773,472 million dollars to improve the road to the NFD trailhead. As part of that grant award, \$800,000 is to be used to develop and construct an events venue complete with a large staging area and additional campsites to support participants. Planning for interconnectivity of trail and development new trail due to increased user loads will be essential.

As Fruita and the Grand Valley continue to grow in popularity for mountain biking, maintaining and keeping up with the demand for new trail is vital. If trail at the NFD, SRMA are not planned and constructed in a meaningful way, users will create their own trails systems that may cause damage to

# Capital Projects Fund

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the environmental and cultural resources in that area.

Finally, as the City of Fruita experiences first-hand the impacts on the local economy, they has become an active participant in the development of new trail on BLM public lands. Couple this with BLM's *Connecting with Communities* strategy and COPMOBA's expertise in trail development, the relationship with these three organizations provides an excellent opportunity to capitalize on each other's strengths and resources. This partnership will provide other communities with an example how this type of partnership can be maximized for trail development. This is already evident in the fact that the City of Fruita, BLM, and COPMOBA have planned trails, funded environmental work and are cooperatively constructing 6.5 miles of new trail and trail re-routes at Mack Ridge in the Kokopelli Trail System, another popular mountain bike area west of Fruita.

## **History and Current Status**

While funds for future trail development in this area have not been secured, each partner organization has made trail development a priority and has allocated funds in the past. We fully anticipate this partnership to continue, if not grow. BLM in the recent years implemented a fee system for camping in the NFD. Funds collected (currently \$43,000 per year) at this campsite are restricted and go back into the NFD, SRMA for maintenance but also for future development. In fact, BLM's cash match contribution for this grant application is from campground fees collected at the NFD.

The City of Fruita has recognized the importance of trails in our area and have led or contributed to several recent efforts to improve and grow the inventory of local trails inside and outside city limits. In 2010, the City of Fruita provided COPMOBA funds for trail signage and trail planning projects. In 2016, the City of Fruita constructed and opened a mile section of trail connecting the Colorado River State Park to north Fruita and near the Fruita Community Center. Also in 2016, the City of Fruita dedicated additional funds for trail construction at Mack Ridge. And in 2017, the City of Fruita will start construction on the Kokopelli Section of the Colorado Riverfront trail which will connect the City to the Kokopelli Trail system, 4.5 miles to the west. The City, via resolution has approved funds for the development of the proposed NFD Trails Master Plan. Finally, city staff has taken an active role in recent years to coordinate trail efforts by calling and organizing frequent stakeholder meetings.

Local businesses in the Fruita area have also become an active financial partner in the development of trails in the Grand Valley. Several local businesses impacted by mountain biking have financially contributed to trail development and have individually raised funds through either events or a voluntary 1% sales tax. They have given to projects such as environmental analysis for Mack Ridge trails as well as to COPMOBA for their general use to develop trails in the region.

Funds provided by the local partners will be leveraged (similar to this grant application) to attain larger grants from DNR/CPW, RTP, REI to help with trail construction, signage, maintenance, etc.

# Capital Projects Fund

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## **Schedule**

A Non-Motorized Planning Grant application was submitted in November 2016 and grant awards will be made in early 2017. If awarded, the City staff, BLM And COMPMOBA will work towards hiring a consultant and developing the master plan for the NFD in 2017.

## **Operating Budget Impact**

There are no anticipated impacts the operational budget as this project is planning in nature and is on lands managed by the Bureau of Land Management

# Capital Projects Fund

## Snooks Bottom - Project #130-793-77

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
3916 Transfer from CTF	\$ -	\$ -	\$ -	\$ -	\$ 30,000	N/A
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 30,000	N/A
<b>Expenses</b>						
4730 Construction	-	-	-	-	30,000	N/A
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 30,000	N/A

### Project Description

The project will improve ADA access from the parking lot to the fishing pier located at Snooks Bottom Open Space. Currently the 5-wide asphalt trail has a significant slope which requires ADA pull-outs every 50 feet where wheel-chair bound persons can pull off the trail and rest. The current trail has two pull-outs but they do not meet the required 50 foot spacing nor are there enough for the trail distance. Staff will determine whether to add additional pull-outs or re-align the trail to reduce the slope and meet ADA requirements.

### Purpose and Need

In 2007, the City constructed an asphalt trail to the fishing pier at Snooks Bottom Open Space. The current trail does not meet ADA requirements and as such, the City needs to re-design and modify the trail to comply with ADA standards

### History and Current Status

The City of Fruita is working towards improving all facilities, parks, trails and open space areas to meet ADA requirements and standards. Each year and due to limited capital funds, the city is investing approximately \$25,000 in an ADA park improvement project. This project was originally scheduled for 2016 but has been rescheduled for 2017

### Schedule

Staff will works towards designing and constructing a new trail in the Spring and prior to heavy traffic season at Snooks Bottom which starts when the weather warms.

### Operating Budget Impact

There are no anticipated impacts to the operational budget as this is a trail replacement project and not new or additional trail.

# Capital Projects Fund

## Little Salt Wash Park Improvements - Project #130-794-77

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
2474 Restricted for Open Space	\$ -	\$ -	\$ -	\$ -	\$ 37,500	N/A
3346 GOCO Grant	-	-	-	-	135,000	N/A
3555 Development Impact Fees	-	-	-	-	45,000	N/A
3910 Transfer from General Fund	-	-	1,250	1,250	-	-100%
3916 Transfer from CTF	-	-	10,000	10,000	-	-100%
Total Revenues	\$ -	\$ -	\$ 11,250	\$ 11,250	\$ 217,500	1833%
<b>Expenses</b>						
4730 Construction	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 7,500	-25%
4741 Land Acquisition	-	-	1,250	1,250	210,000	16700%
Total Expenses	\$ -	\$ -	\$ 11,250	\$ 11,250	\$ 217,500	1833%

### **Project Description**

The project includes the acquisition of land and temporary improvements for overflow parking at Little Salt Wash Park. The City of Fruita will apply for a Great Outdoors Colorado Land Acquisition grant in the fall 2016 to help pay for upwards of 75% of the acquisition costs. If funded, the City will acquire the land and make improvements on it to create temporary over-flow parking for programs in the summer and Fall 2017.

### **Purpose and Need**

Since the Little Salt Wash Park was constructed in 2007 (completed in 2010), it has become the most used and visited park in the City of Fruita. It is an actively scheduled park with Fruita Little League utilizing the 3 baseball and 1 softball fields in both the spring and fall months as well as the City of Fruita programming youth soccer in the spring and fall and flag football in the fall. With approximately 165 parking stalls at the parks and upwards of 14 teams being schedule simultaneously, parking at Little Salt Wash Park has become an issue. Many participants and spectators have been parking in local neighborhoods, not only causing congestion within those neighborhoods but also safety concerns as people cross busy streets, including 18 Road. In addition, players and participants are parking in non-designated locations along 18 Road.

These programs continue to grow and the need for additional parking and park amenities are not going to subside any time soon. Purchasing land that is adjacent to Little Salt Wash Park will help with the short term and long term needs at the park. If land is purchased, overflow parking will be created allowing for additional parking taking care of the short term need. Long Term the City will have the opportunity through a public process to add additional amenities to the park, such as outdoor basketball, tennis, or even pickle ball courts.

# Capital Projects Fund

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## **History and Current Status**

Little Salt Wash Park is the busiest and most visited park in the City of Fruita. It is actively programmed with baseball, softball, soccer and flag football and all of these programs are anticipated to grow in the future. The park was designed in 2006 making the best use of the park as possible. Construction was complete in 2010 and the park continues to realize increased usage in 2016.

## **Schedule**

The City of Fruita is applying for a Great Outdoors Colorado Land Acquisition grant in late 2016 and will here whether the grant is awarded in April 2017. If the grant is awarded, the City will complete the purchase of the property. Once purchased the City of Fruita will make improvements to the land, specifically creating temporary over-flow parking to accommodate programs in the Summer and Fall of 2017.

## **Operating Budget Impact**

The City may see some impacts to the Parks and Recreation operations budget in 2017 for the maintenance of the over flow parking area. However, these are anticipated to be minimal and should be covered in the current operational budget set forth for 2017. In future years as the land is improved and additional amenities are added, there will be operational impacts and additional resources, including staff may be required at that time.

# Capital Projects Fund

## Reed Park - Project #130-795-77

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
3916 Transfer from CTF	\$ 10,000	\$ 3,500	\$ -	\$ -	\$ 30,000	N/A
Total Revenues	\$ 10,000	\$ 3,500	\$ -	\$ -	\$ 30,000	N/A
<b>Expenses</b>						
4730 Construction	\$ 10,000	\$ 3,500	\$ -	\$ -	\$ -	0%
4743 Furniture and Equipment	-	-	-	-	30,000	N/A
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 30,000	N/A

### Project Description

Purchase and installation of playground equipment at Reed Park, specifically two swing sets.

### Purpose and Need

In 2015, the swings sets (2) were removed from the park due to safety concerns. The swings set removed were originally installed in 1983 and the worn equipment was not available for replacement making them obsolete. The park has been without a swing set for 2 years and as the busiest passive park in Fruita, is in need of new swings sets.

### History and Current Status

Reed Park was built and created in 1983 and has been and continues to be the busiest passive (non-programmed) park in Fruita. Parents bring their children to this park to picnic and play at the playground which still has two play structures and a merry-go-round. In 2015, the City applied for but was not awarded a Great Outdoors Colorado grant to make improvements to Reed park. Due to prioritization of other park projects, a GOCO grant was sought for Reed Park in 2016. And in 2017, additional park priorities and limited funding are once again 'bumping' the priority of Reed Park. Replacing the swing sets will at a minimum return the playground area to its original configuration and as it was in 2015.

Improving Reed Park continues to be an important priority for the community and the City will at some point in the future apply for funding to improve and possibly even expand the playground area at Reed Park. The addition of new swings in 2017 will not impede future improvements and the swings sets will be used in future designs.

### Schedule

The City of Fruita will work towards selecting two swing sets in early 2017 with the expectation of installing them prior to the park becoming busy with warmer weather in the spring and summer.

### Operating Budget Impact

There are no anticipated impacts to the operational budget.

# Capital Projects Fund

## Park Improvements - Project #130-803-77

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
3641 Donations	\$ -	\$ 3,000	\$ 8,500	\$ 8,500	\$ -	-100%
3910 Transfer from General Fund	-	2,500	-	-	-	0%
3916 Transfer from CTF	7,010	4,966	-	-	10,000	N/A
<b>Total Revenues</b>	<b>\$ 7,010</b>	<b>\$ 10,466</b>	<b>\$ 8,500</b>	<b>\$ 8,500</b>	<b>\$ 10,000</b>	<b>18%</b>
<b>Expenses</b>						
4730 Construction	\$ 7,010	\$ 7,966	\$ -	\$ -	\$ 10,000	N/A
4745 Sculptures and Artwork	-	2,500	8,500	8,500	-	-100%
<b>Total Expenses</b>	<b>\$ 7,010</b>	<b>\$ 10,466</b>	<b>\$ 8,500</b>	<b>\$ 8,500</b>	<b>\$ 10,000</b>	<b>18%</b>

### Project Description

Repair and replacement of concrete trail sections from 18 Road to Rim Rock Elementary School (immediately opposite of Pabor Avenue on the west).

### Purpose and Need

Several sections of trail have ‘settled’ creating an uneven trail surface and potentially unsafe conditions. This trail section has heavy use and is used by students and parents traveling from home to school and back.

### History and Current Status

This trail section is over 10 years old and was built as a transportation corridor for pedestrians, specifically so students and parents to travel to and from Rim Rock Elementary School and home. As the ground has ‘settled’ the concrete trail has become uneven, presenting a safety concern for those utilizing the trail.

### Schedule

Improvements to the trail will take place during the summer months as to not disrupt travel during the school year.

### Operating Budget Impact

There are no anticipated impacts to the operational budget.

# Capital Projects Fund

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## Contingency - Project 130-700-77

	2013 Actual	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	% Chg.
<b>Revenues</b>						
3910 Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ 100,000	N/A
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 100,000	N/A
<b>Expenses</b>						
4850 Contingency	\$ -	\$ -	\$ -	\$ -	\$ 100,000	N/A
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 100,000	N/A

### Project Description

Contingency funds of \$100,000 are allocated for capital projects in 2017, primarily to comply with any immediate requirements for Reservoir #2 (\$100,000) based on outcomes of an assessment on the stability of the dam.

# Debt Service Fund

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# Debt Service Fund

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# Debt Service Fund

## REVENUES AND EXPENSES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Intergovernmental Revenue	\$ 247,334	\$ 247,467	\$ 248,450	\$ 248,450	\$ 248,200	0%
Investment Earnings	17,591	10,450	4,350	11,400	10,700	146%
Transfers	685,445	713,925	695,350	695,350	704,700	1%
<b>Total Revenues</b>	<b>\$ 950,370</b>	<b>\$ 971,842</b>	<b>\$ 948,150</b>	<b>\$ 955,200</b>	<b>\$ 963,600</b>	<b>2%</b>
<b>Expenses</b>						
Other Purchased Services	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	0%
Debt Service Principal	25,000	50,000	60,000	60,000	75,000	25%
Debt Service Interest	890,388	889,512	887,650	887,650	885,250	0%
<b>Total Expense</b>	<b>\$ 915,888</b>	<b>\$ 940,012</b>	<b>\$ 948,150</b>	<b>\$ 948,150</b>	<b>\$ 960,750</b>	<b>1%</b>
<b>Change in available funds</b>	<b>\$ 34,482</b>	<b>\$ 31,830</b>	<b>\$ -</b>	<b>\$ 7,050</b>	<b>\$ 2,850</b>	

## FUNDS AVAILABLE

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Beginning Funds Available</b>	\$2,660,424	\$2,694,906	\$2,726,736	\$2,726,736	\$2,733,786	0%
Net Change in available funds	34,482	31,830	-	7,050	2,850	
<b>Ending Funds Available</b>	<b>\$ 2,694,906</b>	<b>\$ 2,726,736</b>	<b>\$ 2,726,736</b>	<b>\$ 2,733,786</b>	<b>\$ 2,736,636</b>	<b>0%</b>
<b>Components of Funds Available</b>						
Restricted for debt service	2,694,906	2,726,736	2,726,736	2,733,786	2,736,636	

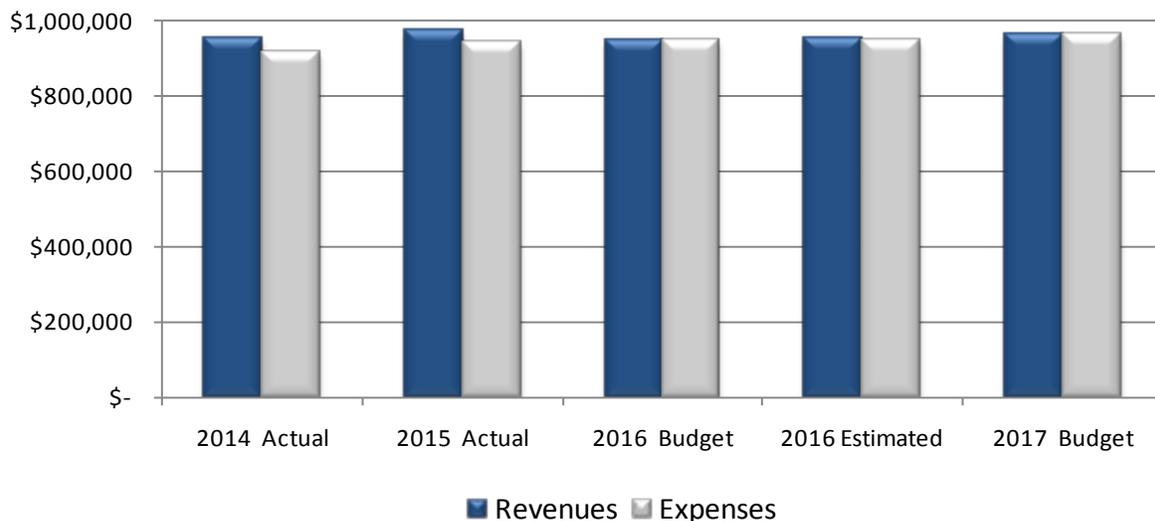
# Debt Service Fund

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## PURPOSE OF THE FUND

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 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 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. The bonds were issued for a 30 year term with the debt scheduled to be paid off in 2039. 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.

## REVENUES AND EXPENSES



### Revenues

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 operational costs of the Fruita Community Center. The pledged sales and use tax is reduced from 1.0% to 0.4% on January 1st 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. The amount budgeted to be transferred in 2017 is \$704,700.

# Debt Service Fund

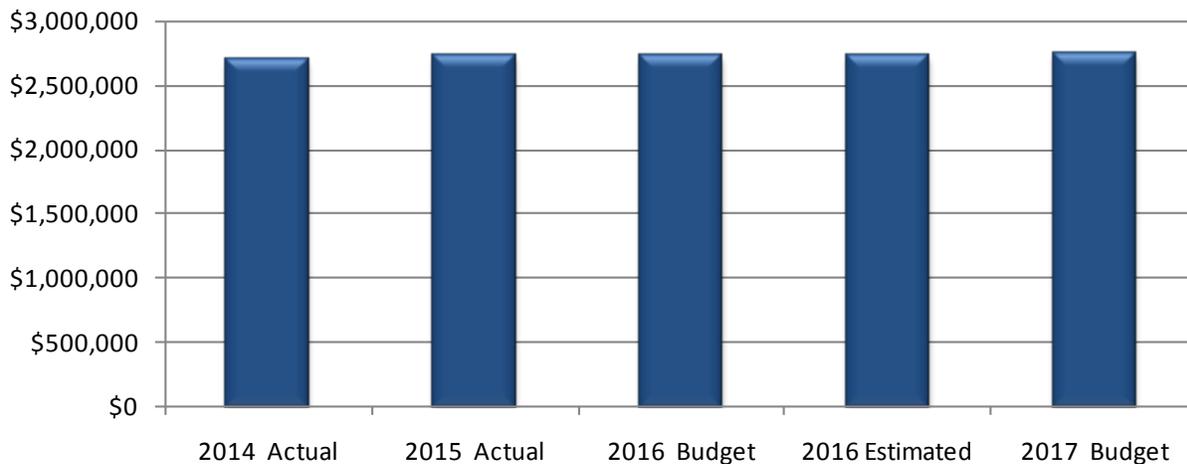
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A 35% interest subsidy was scheduled to be received by the City of Fruita from the federal government on each interest payment date for the taxable bonds. However, as a result of the Federal government's budget sequestration, these interest subsidy payments have been 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, \$19,195 in 2014, \$19,470 in 2015, \$18,128 in 2016 and an \$18,400 (6.9%) reduction is budgeted for 2017. Additional revenues include interest revenues on bond reserve funds.

## Expenses

Expenses of \$960,750 in the Debt Service Fund include principal and interest payments on the bonds and payment of escrow agent fees for the bonds. A detailed repayment schedule is attached.

## FUNDS AVAILABLE



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 \$980,136 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.

# Debt Service Fund

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
2017	75,000	4.000%	885,238	(248,200)	712,038	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>12,355,000</b>	<b>-</b>	<b>14,490,517</b>	<b>(4,230,130)</b>	<b>22,615,387</b>	<b>-</b>

*2017 BAB Subsidy reduction due to sequestration is estimated at 6.9% which results in a loss of revenue of \$18,400*

# Debt Service Fund

## Revenues

Account	Description	2014	2015	2016	2016	2017	%
		Actual	Actual	Adopted	Estimated	Budget	Change
<b>INTERGOVERNMENTAL REVENUES</b>							
140-000-00-3317	Build America Bonds Subsidy	247,334	247,467	248,450	248,450	248,200	0%
		247,334	247,467	248,450	248,450	248,200	0%
<b>INVESTMENT EARNINGS</b>							
140-000-00-3610	Interest on deposits	565	899	200	2,400	2,400	0%
140-000-00-3611	Interest on bond reserves	6,328	9,551	4,150	9,000	8,300	-8%
140-000-00-3680	Miscellaneous revenues	10,698	-	-	-	-	0%
		17,591	10,450	4,350	11,400	10,700	-6%
<b>TRANSFERS</b>							
140-000-00-3918	Trsfr from Comm Cntr Fund	685,445	713,925	695,350	695,350	704,700	1%
140-000-00-3919	Tsfr from Capital Projects	-	-	-	-	-	0%
		685,445	713,925	695,350	695,350	704,700	1%
<b>TOTAL DEBT SERVICE REVENUES</b>		<b>950,370</b>	<b>971,842</b>	<b>948,150</b>	<b>955,200</b>	<b>963,600</b>	<b>1%</b>

## Expenses

Account	Description	2014	2015	2016	2016	2017	%
		Actual	Actual	Adopted	Estimated	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	50,000	60,000	60,000	75,000	25%
140-470-91-4712	Lease Payment, Principal	-	-	-	-	-	0%
		25,000	50,000	60,000	60,000	75,000	25%
<b>DEBT SERVICE INTEREST</b>							
140-470-91-4721	Bond Payment, Interest	890,388	889,513	887,650	887,650	885,250	0%
140-470-91-4722	Lease Payment, Interest	-	-	-	-	-	0%
		890,388	889,513	887,650	887,650	885,250	0%
<b>TOTAL DEBT SERVICE EXPENSE</b>		<b>915,888</b>	<b>940,013</b>	<b>948,150</b>	<b>948,150</b>	<b>960,750</b>	<b>1%</b>

# Devils Canyon Center Fund

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# Devils Canyon Center Fund

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# Devils Canyon Center Fund

## REVENUES AND EXPENSES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Miscellaneous	\$ 55,600	\$ 30,800	\$ -	\$ -	\$ 1,450	N/A
Total Revenues	\$ 55,600	\$ 30,800	\$ -	\$ -	\$ 1,450	N/A
<b>Expenses</b>						
Purchased Property Services	\$ 1,211	\$ -	\$ -	\$ -	\$ 1,450	N/A
Other Purchased Services	1,700	1,700	-	-	-	0%
Supplies	-	-	-	-	-	0%
Special Projects	25,000	-	-	-	-	0%
Transfers to Other Funds	50,000	27,100	-	-	-	0%
Total Expense	\$ 77,911	\$ 28,800	\$ -	\$ -	\$ 1,450	N/A
<b>Change in available funds</b>	<b>\$ (22,311)</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

## FUNDS AVAILABLE

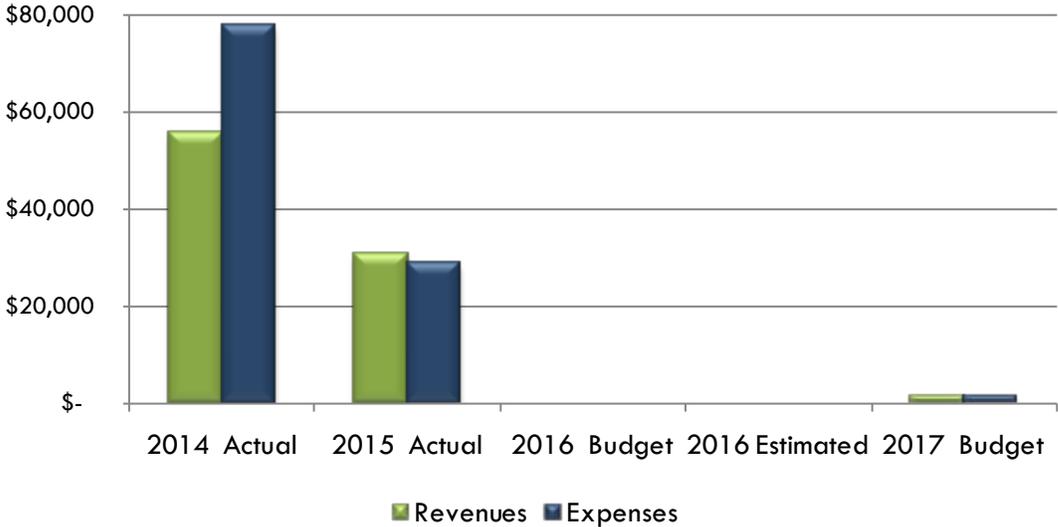
	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Beginning Funds Available</b>	\$ 249,864	\$ 227,553	\$ 229,553	\$ 229,553	\$ 229,553	0%
Net Change in available funds	-22,311	2,000	-	-	-	0%
<b>Ending Funds Available</b>	<b>\$ 227,553</b>	<b>\$ 229,553</b>	<b>\$ 229,553</b>	<b>\$ 229,553</b>	<b>\$ 229,553</b>	<b>0%</b>
<b>Components of Funds Available</b>						
Unassigned	\$ 227,553	\$ 229,553	\$ 229,553	\$ 229,553	\$ 229,553	0%

# Devils Canyon Center Fund

## PURPOSE OF THE FUND

The Devils Canyon Center 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 square foot 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.

## REVENUES AND EXPENSES



### Revenues

The Museum of Western Colorado and the City of Fruita entered into a Memorandum of Understanding (MOU) in 2014 to renegotiate the lease for the Devils' Canyon Center with the goal of reducing the lease payment in 2015 and essentially eliminating the payments in 2016 and thereafter. Savings realized by the Museum due to reduction/elimination of lease payments are to be dedicated to improving and marketing Dinosaur Journey. In addition, the MOU provides for a reduction in the amount of property leased to the Museum to include the existing building footprint for the Dinosaur Journey Museum and an Expansion Area adjacent to the existing



# Devils Canyon Center Fund

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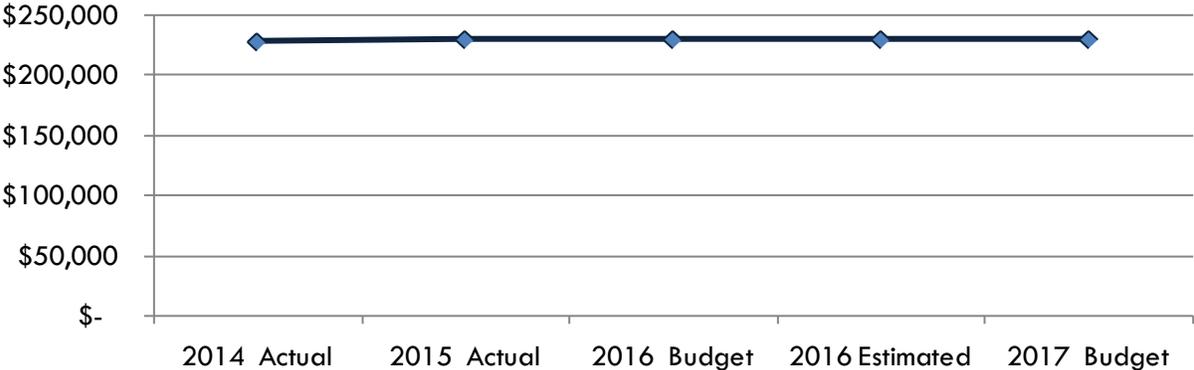
building; along with non-exclusive use of the parking lot.

A new 10 year lease, with options to renew the lease for 4 additional five year periods, was executed in 2015 with the Museum in accordance with the terms of the MOU. The terms of the lease agreement allowed for a lease payment reduction in 2015 of 50% and allows for the base rent required under the lease (\$57,600 annually) to be offset by expenses associated with Dinosaur Journey including building maintenance and improvements, insurance, marketing, and specific operational expenses as defined in the lease agreement for the remaining 9 years of the lease.

### Expenses

The lease requires that the Museum of Western Colorado provide insurance and building maintenance and improvements. Minimal expenses in the 2017 Budget include the Grand Valley Drainage Fee which is reimbursed to the City by the Museum. The City may contract with the Museum to provide maintenance of the parking lot and landscaping. However, the Museum will be charged for the costs for labor and associated supplies and equipment

### FUNDS AVAILABLE



The Devils Canyon Center Fund has available funds of \$229,553. The 2017 Budget does not include the use of or addition to available funds. With the implementation of the new lease agreement with the Museum of Western Colorado, it is anticipated that the ending funds available will not change significantly over the next several years with no anticipated revenues or expenses. Available funds may be used to assist with economic development opportunities that may arise or other purposes of the City.

### PERSONNEL

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

# Devils Canyon Center Fund

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## **2017 BUDGET HIGHLIGHTS**

There are no significant changes in the 2017 Budget. The City continues to support the efforts of the Museum in the operations of Dinosaur Journey to ensure that it remains a point of interest and education for residents and tourists. The Math and Science Center modified their plans to pursue the construction of a facility on the Devils Canyon Center ground and elected to work with Colorado Mesa University and locate their operations at CMU in Grand Junction.

## **GOALS AND OBJECTIVES**

- Continue to support the Museum with their Dinosaur Journey operations on the Devils Canyon Center site that furthers cultural and educational opportunities for residents and visitors.
- Monitor the operations of the Museum to ensure that terms of the lease agreement are met and that the City's investment in the building and property are protected.

# Devils Canyon Center Fund

## Revenues

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>MISCELLANEOUS</b>							
210-000-00-3610	Interest on deposits	-	-	-	-	-	0%
210-000-00-3622	Lease Revenue	55,600	30,800	-	-	1,450	N/A
		55,600	30,800	-	-	1,450	0%
<b>TOTAL REVENUES</b>		<b>55,600</b>	<b>30,800</b>	<b>-</b>	<b>-</b>	<b>1,450</b>	<b>N/A</b>

## Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PURCHASED PROPERTY SERVICES</b>							
210-450-00-4440	Building Maintenance	1,211	-	-	-	-	0%
210-450-00-4452	Drainage Fees	-	-	-	-	1,450	N/A
		1,211	-	-	-	1,450	0%
<b>OTHER PURCHASED SERVICES</b>							
210-450-00-4520	Property Insurance	1,700	1,700	-	-	-	0%
		1,700	1,700	-	-	-	0%
<b>SUPPLIES</b>							
210-450-00-4612	Supplies and Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>SPECIAL PROJECTS</b>							
210-450-00-4842	Miscellaneous Contributions	25,000	-	-	-	-	0%
		25,000	-	-	-	-	0%
<b>TRANSFERS TO OTHER FUNDS</b>							
210-450-00-4950	Transfer to General Fund	50,000	27,100	-	-	-	0%
		50,000	27,100	-	-	-	0%
<b>TOTAL EXPENSES</b>		<b>77,911</b>	<b>28,800</b>	<b>-</b>	<b>-</b>	<b>1,450</b>	<b>N/A</b>

# **Irrigation Water Fund**

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# **Irrigation Water Fund**

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# Irrigation Water Fund

## REVENUES AND EXPENSES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Charges for Services	\$ 97,051	\$ 99,352	\$ 103,525	\$ 104,000	\$ 108,000	4%
Miscellaneous	(16)	-	-	-	-	0%
Other Finance Sources	-	-	-	-	-	0%
<b>Total Revenue</b>	<b>\$ 97,035</b>	<b>\$ 99,352</b>	<b>\$ 103,525</b>	<b>\$ 104,000</b>	<b>\$ 108,000</b>	<b>4%</b>
<b>Expenses</b>						
Personnel Services, Salaries	\$ 47,905	\$ 40,404	\$ 48,800	\$ 50,200	\$ 50,175	3%
Personnel Services, Benefits	18,119	15,968	20,125	20,125	19,400	-4%
Purchased Property Services	1,500	1,375	1,500	1,500	2,275	52%
Other Purchased Services	7,090	5,810	8,200	7,000	8,000	-2%
Supplies	13,299	12,008	14,900	14,700	15,450	4%
Operating Expenses	87,913	75,565	93,525	93,525	95,300	2%
Capital Projects/Equipment	-	-	-	-	13,400	N/A
Contingency	-	-	-	-	-	0%
Transfers to Other Funds	8,700	10,000	10,000	10,000	10,000	0%
<b>Total Expense</b>	<b>\$ 96,613</b>	<b>\$ 85,565</b>	<b>\$ 103,525</b>	<b>\$ 103,525</b>	<b>\$ 118,700</b>	<b>15%</b>
<b>Change in available funds</b>	<b>\$ 422</b>	<b>\$ 13,787</b>	<b>\$ -</b>	<b>\$ 475</b>	<b>\$ (10,700)</b>	

## FUNDS AVAILABLE

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Beginning Funds Available</b>	\$ 134,330	\$ 134,752	\$ 148,539	\$ 148,539	\$ 149,014	
Net Change in available funds	422	13,787	-	475	(10,700)	
<b>Ending Funds Available</b>	<b>\$ 134,752</b>	<b>\$ 148,539</b>	<b>\$ 148,539</b>	<b>\$ 149,014</b>	<b>\$ 138,314</b>	<b>-7%</b>
<b>Components of Funds Available</b>						
Assigned for irrigation operations	\$ 133,827	\$ 147,614	\$ 147,614	\$ 149,014	\$ 138,314	-6%
Assigned for health insurance	\$ 925	\$ 925	\$ 925	\$ -	\$ -	-100%
	<b>\$ 134,752</b>	<b>\$ 148,539</b>	<b>\$ 148,539</b>	<b>\$ 149,014</b>	<b>\$ 138,314</b>	<b>-7%</b>

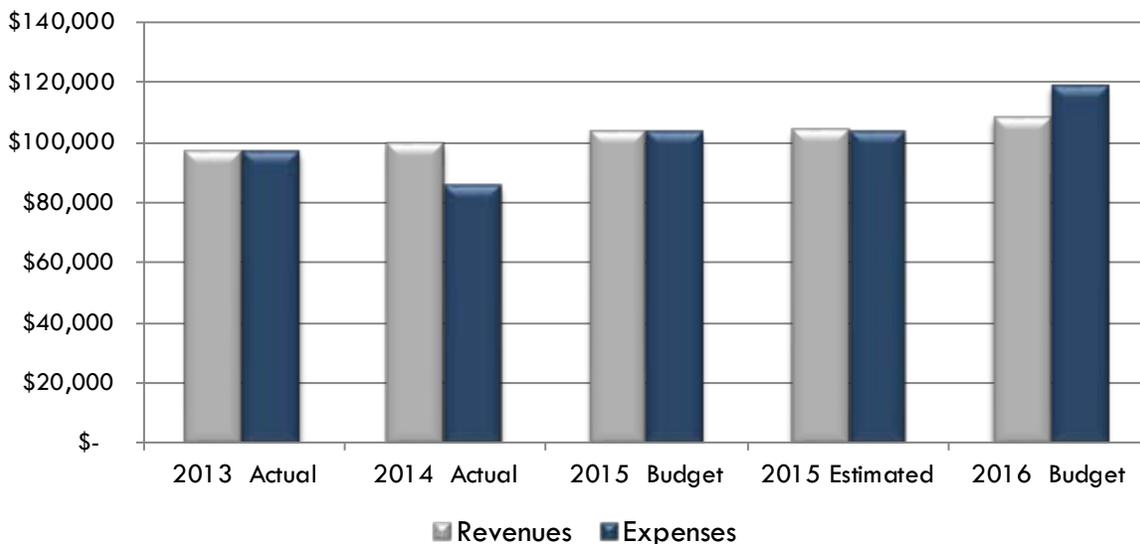
# Irrigation Water Fund

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## PURPOSE OF THE FUND

The Irrigation Fund is an enterprise fund established for the purposes of providing irrigation water to the core area of the city and several outlying subdivisions and farmers as well. The fund was first established in the 1980's as part of an effort to pipe open irrigation ditches in the core area of the City in order to mitigate and reduce damage to the City's streets resulting from the open irrigation ditches. 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 Pine Street o Fremont Street (18 ½ Road) including all the farms between Ottley Avenue and J.6 Road. This line is referred to as the Encanto line.

## REVENUES AND EXPENSES



### Revenues

Revenues of \$108,000 reflect an 8% increase in user fees for the irrigation system. The rates for irrigation service were increased in 2016 and prior to that in 2009. The annual charge for maintenance of the irrigation distribution system for the core area of the City is budgeted to increase \$10 a year from \$120 to \$130 annually and for the outlying areas on the Encanto line, from \$90 to \$100 a year. This increase will provide for minor capital improvements to the irrigation system. 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.

There are approximately 759 customers served through the City operated irrigation system. This includes 706 customers on the underground piped irrigation system in the core area of Fruita and 53 customers on the Encanto line, with 680 of these users also renting irrigation water for the system

# Irrigation Water Fund

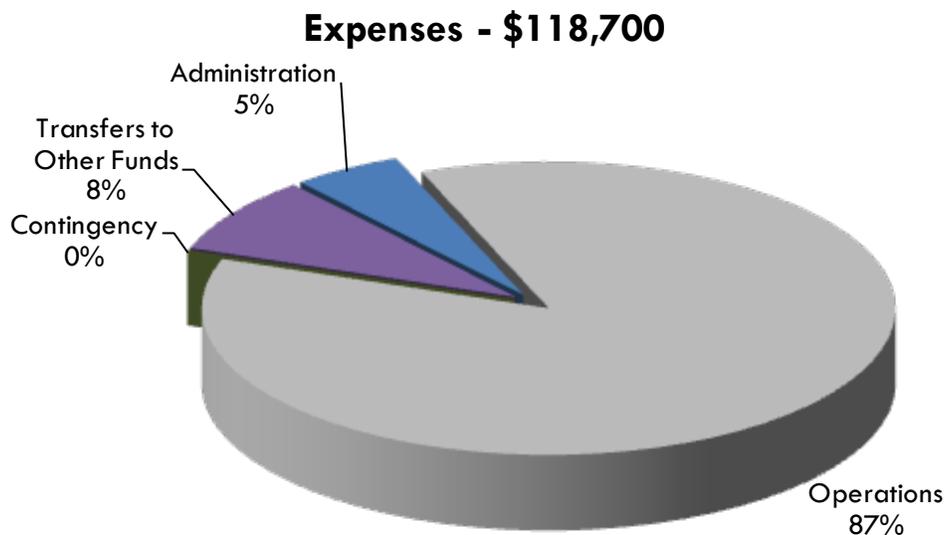
through the City. The number of customers remains fairly constant from year to year. A number of the users on the Encanto line include subdivisions where the City is responsible for delivering water to the subdivision and the home owner's association is responsible for maintenance and upkeep of the irrigation system within the subdivision.

## Expenses

Expenses are budgeted to increase 15%. This increase is primarily related to capital equipment. The Public Works Department is responsible for maintaining 17 miles of irrigation mains. Additional information can be found in the program narratives.

### IRRIGATION PROGRAMS

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
Administration	\$ 6,410	\$ 1,219	\$ 8,100	\$ 8,100	\$ 6,100	-25%
Operations	81,502	74,347	85,425	85,425	89,200	4%
Subtotal	\$ 87,912	\$ 75,566	\$ 93,525	\$ 93,525	\$ 95,300	2%
Capital	-	-	-	-	13,400	N/A
Contingency	-	-	-	-	-	0%
Transfers to Other Funds	8,700	10,000	10,000	10,000	10,000	0%
<b>Total Expense</b>	<b>\$ 96,612</b>	<b>\$ 85,566</b>	<b>\$ 103,525</b>	<b>\$ 103,525</b>	<b>\$ 118,700</b>	<b>15%</b>



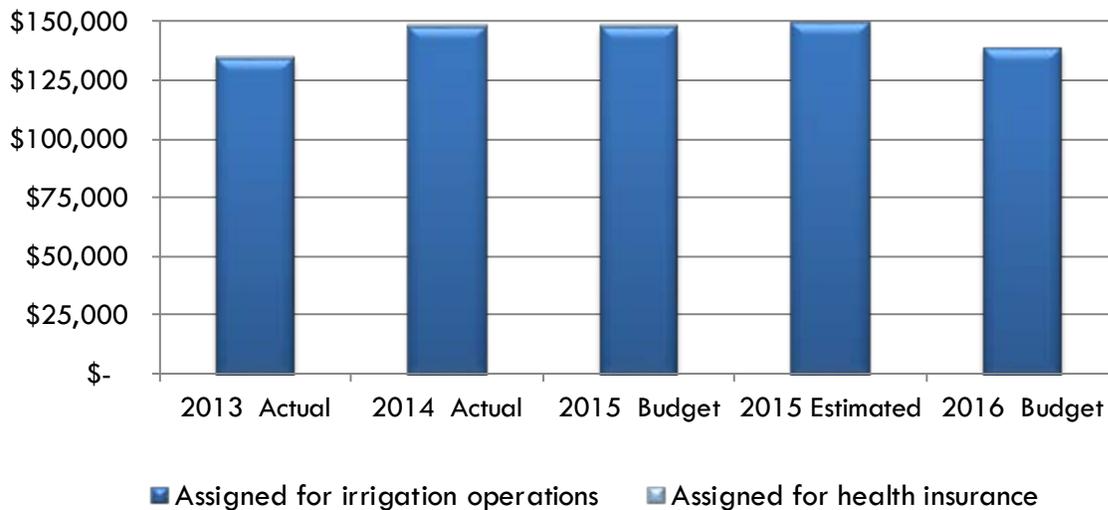
# Irrigation Water Fund

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Capital equipment expenses of \$13,400 are funded, in part, by the increase in user fees and from available funds. The following is a summary of capital equipment expenses included in the 2017 Budget.

<b>CAPITAL PROJECTS AND EQUIPMENT</b>	
<b>Description</b>	<b>Amount</b>
Capital equipment	
Irrigation Operations	
Trash Cleaners at headgates (2)	13,400
<b>Total Capital Equipment and Projects</b>	<b>\$ 13,400</b>

## FUNDS AVAILABLE



Available funds of \$138,314 in the irrigation fund reflect a 7% decrease at the end of 2017. The use of \$10,700 in fund balance reflects the purchase of capital equipment for the irrigation system in 2017.

## 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 hours attributed to operations and maintenance of the irrigation system.

# Irrigation Water Fund

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<b>IRRIGATION FUND STAFFING CHART</b>				
<b>Hours</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Estimate</b>	<b>2017 Budget</b>
<b>Administration</b>				
Full time employees	140	11	140	157
Part time employees	10	0	-	-
Overtime	-	-	-	-
<i>Total Administration Hours</i>	150	11	140	157
<b>Operations</b>				
Full time employees	1,958	1,725	1,950	1,540
Part time employees	389	179	350	245
Overtime	168	126	168	177
<i>Total Operations Hours</i>	2,515	2,030	2,468	1,962
<b>Total Hours</b>	<b>2,665</b>	<b>2,041</b>	<b>2,608</b>	<b>2,119</b>
<b>Total FTE Equivalents</b>	<b>1.28</b>	<b>0.98</b>	<b>1.25</b>	<b>1.02</b>

# Irrigation Water Fund

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## Revenues

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>CHARGES FOR SERVICES</u></b>							
211-000-00-3441	Monthly Irrigation Charges	97,051	99,352	103,525	104,000	108,000	4%
211-000-00-3449	Plant Investment Fees	-	-	-	-	-	0%
211-000-00-3489	Penalty and Interest Charges	-	-	-	-	-	0%
		97,051	99,352	103,525	104,000	108,000	4%
<b><u>MISCELLANEOUS</u></b>							
211-000-00-3610	Interest on deposits	-	-	-	-	-	0%
211-000-00-3611	Interest on assessments	(16)	-	-	-	-	0%
211-000-00-3680	Miscellaneous Revenues	-	-	-	-	-	0%
		(16)	-	-	-	-	0%
<b><u>OTHER FINANCING SOURCES</u></b>							
211-000-00-3950	Sale of Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL REVENUES</b>		<b>97,035</b>	<b>99,352</b>	<b>103,525</b>	<b>104,000</b>	<b>108,000</b>	<b>4%</b>

# Irrigation Water Fund

## Expense Summary

<b>Expenses</b>		<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>%</b>
<b>Account Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Budget</b>	<b>Change</b>	
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
4113 Salaries, Public Works	37,524	34,082	39,475	39,475	40,650		3%
4120 Part Time	5,197	2,397	4,050	5,000	4,050		0%
4130 Overtime	5,184	3,925	5,275	5,725	5,475		4%
	47,905	40,404	48,800	50,200	50,175		3%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
4210 Health Insurance	11,677	10,778	12,975	12,975	12,050		-7%
4220 FICA Payroll Expense	2,868	2,406	3,050	3,050	3,125		2%
4221 Medicare Payroll Expense	671	563	725	725	750		3%
4230 Retirement Contribution	1,685	1,525	2,050	2,050	2,075		1%
4250 Unemployment Insurance	143	121	175	175	175		0%
4260 Workers Compensation Insurance	1,075	575	1,150	1,150	1,225		7%
	18,119	15,968	20,125	20,125	19,400		-4%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
4435 Fleet Maintenance Charges	1,500	1,375	1,500	1,500	2,275		52%
	1,500	1,375	1,500	1,500	2,275		52%
<b><u>OTHER PURCHASED SERVICES</u></b>							
4512 Irrigation Sys Repair & Mainte	7,090	5,810	8,200	7,000	8,000		-2%
	7,090	5,810	8,200	7,000	8,000		-2%
<b><u>SUPPLIES</u></b>							
4610 Office Supplies	265	84	300	300	300		0%
4611 Postage	350	500	500	500	500		0%
4612 Supplies and Equipment	1,585	864	2,525	2,525	2,525		0%
4613 Water Share Rentals	9,299	9,259	9,575	9,575	10,125		6%
4620 Utilities	-	-	-	-	-		0%
4626 Gas and Oil	1,800	1,301	2,000	1,800	2,000		0%
	13,299	12,008	14,900	14,700	15,450		4%
<b><u>CAPITAL PROJECTS AND EQUIPMENT</u></b>							
4741 Water Shares	-	-	-	-	-		0%
4743 Equipment	-	-	-	-	13,400		N/A
	-	-	-	-	13,400		N/A
<b><u>CONTINGENCY</u></b>							
4850 Contingency	-	-	-	-	-		0%
	-	-	-	-	-		0%
<b><u>TRANSFERS TO OTHER FUNDS</u></b>							
4950 Transfer to General Fund	8,700	10,000	10,000	10,000	10,000		0%
	8,700	10,000	10,000	10,000	10,000		0%
<b>TOTAL EXPENDITURES</b>	<b>96,613</b>	<b>85,565</b>	<b>103,525</b>	<b>103,525</b>	<b>118,700</b>		<b>15%</b>

# Irrigation Water Fund Administration

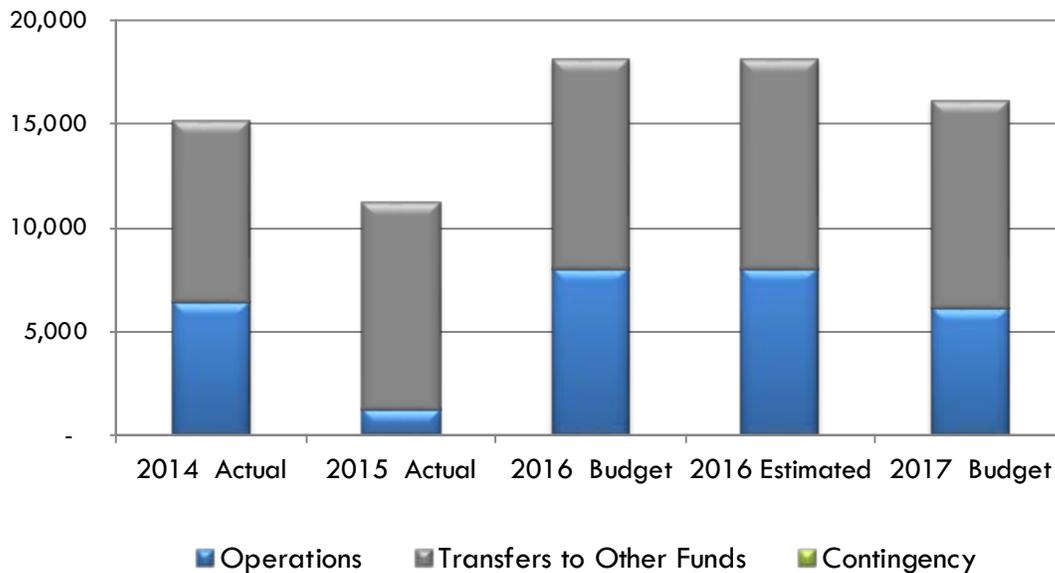
## EXPENDITURES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
Personnel Services, Salaries	\$ 4,639	\$ 505	\$ 4,600	\$ 4,600	\$ 3,700	-20%
Personnel Services, Benefits	1,253	214	2,700	2,700	1,600	-41%
Supplies	518	500	800	800	800	0%
Subtotal	\$ 6,410	\$ 1,219	\$ 8,100	\$ 8,100	\$ 6,100	-25%
Capital	-	-	-	-	-	0%
Contingency	-	-	-	-	-	0%
Transfers to Other Funds	8,700	10,000	10,000	10,000	10,000	0%
<b>Total Expense</b>	<b>\$ 15,110</b>	<b>\$ 11,219</b>	<b>\$ 18,100</b>	<b>\$ 18,100</b>	<b>\$ 16,100</b>	<b>-11%</b>

## PURPOSE OF PROGRAM

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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## **2016 ACCOMPLISHMENTS**

This program performed accounting and billing for irrigation system customers.

## **2017 BUDGET HIGHLIGHTS**

There are no significant changes in the 2017 Budget.

## **GOALS**

- 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.
- Plan and implement audit of billing and irrigation water use.

## **OBJECTIVES**

- Coordination between Public Works and Administration staff to complete audit of customer usage and billing.

# Irrigation Water Fund

## Administration

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
211-431-10-4113	Salaries, Public Works	4,418	505	4,600	4,600	3,700	-20%
211-431-10-4120	Part Time	221	-	-	-	-	0%
211-431-10-4130	Overtime	-	-	-	-	-	0%
		4,639	505	4,600	4,600	3,700	-20%
<b>PERSONNEL SERVICES, BENEFITS</b>							
211-431-10-4210	Health Insurance	615	96	2,000	2,000	1,050	-48%
211-431-10-4220	FICA Payroll Expense	277	21	300	300	250	-17%
211-431-10-4221	Medicare Payroll Expense	65	5	75	75	75	0%
211-431-10-4230	Retirement Contribution	207	16	225	225	175	-22%
211-431-10-4250	Unemployment Insurance	14	1	25	25	25	0%
211-431-10-4260	Workers Compensation Insurance	75	75	75	75	25	-67%
		1,253	214	2,700	2,700	1,600	-41%
<b>SUPPLIES</b>							
211-431-10-4610	Office Supplies	168	-	300	300	300	0%
211-431-10-4611	Postage	350	500	500	500	500	0%
		518	500	800	800	800	0%
<b>CAPITAL</b>							
211-431-10-4743	Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>CONTINGENCY</b>							
211-431-10-4850	Contingency	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TRANSFERS TO OTHER FUNDS</b>							
211-431-10-4950	Transfer to General Fund	8,700	10,000	10,000	10,000	10,000	0%
		8,700	10,000	10,000	10,000	10,000	0%
<b>TOTAL EXPENDITURES</b>		<b>15,110</b>	<b>11,219</b>	<b>18,100</b>	<b>18,100</b>	<b>16,100</b>	<b>-11%</b>

# Irrigation Water Fund

## Operations

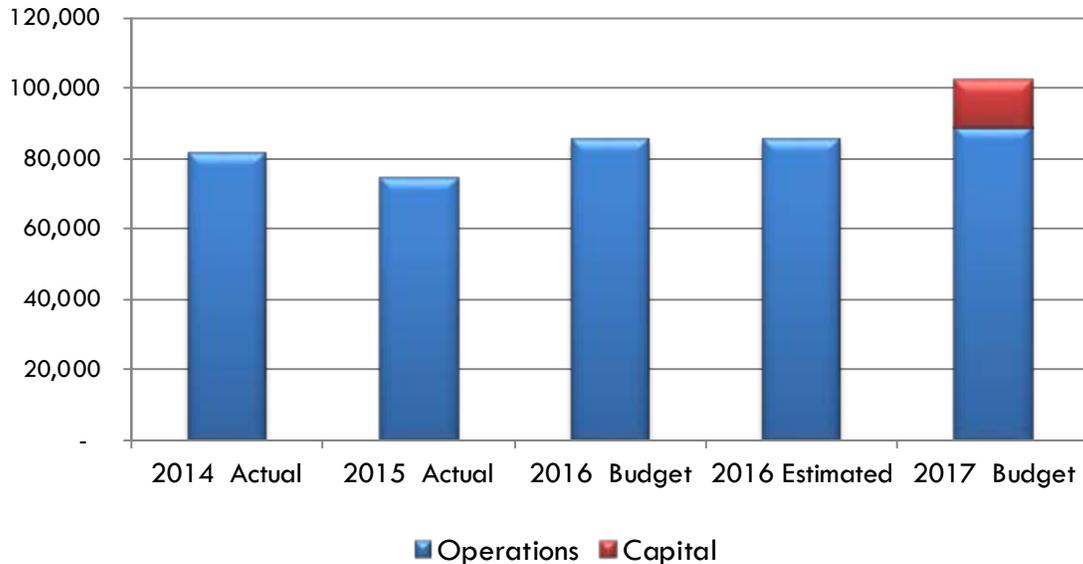
### EXPENDITURES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
Personnel Services, Salaries	\$ 43,266	\$ 39,900	\$ 44,200	\$ 45,600	\$ 46,475	5%
Personnel Services, Benefits	16,865	15,754	17,425	17,425	17,800	2%
Purchased Property Services	1,500	1,375	1,500	1,500	2,275	52%
Other Purchased Services	7,091	5,810	8,200	7,000	8,000	-2%
Supplies	12,780	11,508	14,100	13,900	14,650	4%
Subtotal	\$ 81,502	\$ 74,347	\$ 85,425	\$ 85,425	\$ 89,200	4%
Capital	-	-	-	-	13,400	N/A
<b>Total Expense</b>	<b>\$ 81,502</b>	<b>\$ 74,347</b>	<b>\$ 85,425</b>	<b>\$ 85,425</b>	<b>\$ 102,600</b>	<b>20%</b>

### PURPOSE OF PROGRAM

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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### **2016 ACCOMPLISHMENTS**

- Maintained the flushing schedule and valve replacements as needed
- Maintained cleaning and maintenance of all irrigation headgates
- Installed a pipeline from the northeast corner of the pond property to gravity flow irrigation water into pond #2 trying to reduce odors
- Repairs to 18.5 Road trash cleaner
- Closed irrigation headgate #205 and pumped canal water through irrigation line to remove mud and inspect and research pipe system
- Completed a cost analysis for an irrigation trash cleaner in the Independent Ranchman's Canal.

### **2017 BUDGET HIGHLIGHTS**

- Replace any valves that are non-functional at the beginning of the season.
- Maintain all trash cleaners and flow meters at headgates and diversions.
- Record and calibrate all flow meters to assure proper water delivery.
- In addition to the ongoing maintenance and water administration operations, irrigation systems were coordinated with two capital projects that were completed in 2017 that included piping open ditches. These improvements allow for improved water flow to the users and provide improved water conservation.

### **GOALS**

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.

### **OBJECTIVES**

- Evaluate and adjust the flush valves for correct operation.
- Prepare the headgate 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	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
211-431-53-4113	Salaries, Public Works	33,106	33,579	34,875	34,875	36,950	6%
211-431-53-4120	Part Time	4,976	2,396	4,050	5,000	4,050	0%
211-431-53-4130	Overtime	5,184	3,925	5,275	5,725	5,475	4%
		43,266	39,900	44,200	45,600	46,475	5%
<b>PERSONNEL SERVICES, BENEFITS</b>							
211-431-53-4210	Health Insurance	11,061	10,682	10,975	10,975	11,000	0%
211-431-53-4220	FICA Payroll Expense	2,591	2,385	2,750	2,750	2,875	5%
211-431-53-4221	Medicare Payroll Expense	606	558	650	650	675	4%
211-431-53-4230	Retirement Contribution	1,478	1,509	1,825	1,825	1,900	4%
211-431-53-4250	Unemployment Insurance	129	120	150	150	150	0%
211-431-53-4260	Workers Compensation Insurance	1,000	500	1,075	1,075	1,200	12%
		16,865	15,754	17,425	17,425	17,800	2%
<b>PURCHASED PROPERTY SERVICES</b>							
211-431-53-4435	Fleet Maintenance Charges	1,500	1,375	1,500	1,500	2,275	52%
		1,500	1,375	1,500	1,500	2,275	52%
<b>OTHER PURCHASED SERVICES</b>							
211-431-53-4512	Irrigation Sys Repair & Mainte	7,091	5,810	8,200	7,000	8,000	-2%
		7,091	5,810	8,200	7,000	8,000	-2%
<b>SUPPLIES</b>							
211-431-53-4610	Office Supplies	96	84	-	-	-	0%
211-431-53-4612	Supplies and Equipment	1,585	864	2,525	2,525	2,525	0%
211-431-53-4613	Water Share Rentals	9,299	9,259	9,575	9,575	10,125	6%
211-431-53-4620	Utilities	-	-	-	-	-	0%
211-431-53-4626	Gas and Oil	1,800	1,301	2,000	1,800	2,000	0%
		12,780	11,508	14,100	13,900	14,650	4%
<b>CAPITAL</b>							
211-431-53-4741	Water Shares	-	-	-	-	-	0%
211-431-53-4743	Equipment	-	-	-	-	13,400	N/A
		-	-	-	-	13,400	N/A
<b>TOTAL EXPENDITURES</b>		<b>81,502</b>	<b>74,347</b>	<b>85,425</b>	<b>85,425</b>	<b>102,600</b>	<b>20%</b>

# **Sewer Fund**

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# **Sewer Fund**

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# Sewer Fund

## REVENUES AND EXPENSES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Intergovernmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Charges for Services	3,207,690	3,100,310	3,038,000	3,220,000	3,348,000	10%
Miscellaneous	4,693	10,388	4,400	14,250	10,200	132%
Other Financing Sources	1,705	-	-	-	-	0%
<b>Total Revenue</b>	<b>\$ 3,214,088</b>	<b>\$3,110,698</b>	<b>\$3,042,400</b>	<b>\$3,234,250</b>	<b>\$3,358,200</b>	<b>10%</b>
<b>Expenses</b>						
Personnel Services, Salaries	\$ 432,508	\$ 443,911	\$ 481,475	\$ 461,925	\$ 476,850	-1%
Personnel Services, Benefits	166,824	179,986	193,325	193,850	201,375	4%
Purchased Professional Svcs	25,918	52,419	64,000	62,000	63,700	0%
Property Property Services	77,956	67,370	81,250	81,250	82,000	1%
Other Purchased Services	105,365	99,101	120,450	120,450	143,550	19%
Supplies	339,119	307,937	365,325	354,500	346,900	-5%
Contingency	-	-	-	-	20,000	N/A
Operating Transfers	150,000	150,000	160,000	160,000	160,000	0%
Operating Expenses	\$ 1,297,690	\$1,300,724	\$1,465,825	\$1,433,975	\$1,494,375	2%
Debt Service, Principal	550,628	591,375	630,000	630,000	680,000	8%
Debt Service, Interest	582,727	570,144	562,850	562,850	544,000	-3%
Capital	622,806	784,416	711,850	683,850	1,017,800	43%
Special Projects	-	-	30,000	-	-	-100%
<b>Total Expense</b>	<b>\$ 3,053,851</b>	<b>\$3,246,659</b>	<b>\$3,400,525</b>	<b>\$3,310,675</b>	<b>\$3,736,175</b>	<b>10%</b>
<b>Change in available funds</b>	<b>\$ 160,237</b>	<b>\$ (135,961)</b>	<b>\$ (358,125)</b>	<b>\$ (76,425)</b>	<b>\$ (377,975)</b>	

## FUNDS AVAILABLE

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Beginning Funds Available</b>	<b>\$ 4,540,830</b>	<b>\$4,701,067</b>	<b>\$4,565,106</b>	<b>\$4,565,106</b>	<b>\$4,488,681</b>	<b>-2%</b>
Change in available funds	160,237	-135,961	(358,125)	(76,425)	(377,975)	0%
<b>Ending Funds Available</b>	<b>\$ 4,701,067</b>	<b>\$ 4,565,106</b>	<b>\$ 4,206,981</b>	<b>\$ 4,488,681</b>	<b>\$ 4,110,706</b>	<b>-2%</b>
<b>Components of Funds Available</b>						
Restricted for loan covenants	\$ 809,981	\$ 822,199	\$ 875,940	\$ 875,940	\$ 876,650	0%
Assigned-Capital project	-	350,000	350,000	350,000	-	-100%
Assigned-WWTF equip	45,775	1,090,775	1,135,775	1,135,775	985,775	-13%
Assigned-Vehicle replacement	285,000	390,000	52,850	82,850	152,850	189%
Assigned-Health insurance	19,458	19,458	-	-	-	0%
Assigned-Sewer operations	3,540,853	1,892,674	1,792,416	2,044,116	2,095,431	17%
	<b>\$ 4,701,067</b>	<b>\$ 4,565,106</b>	<b>\$ 4,206,981</b>	<b>\$ 4,488,681</b>	<b>\$ 4,110,706</b>	<b>-2%</b>

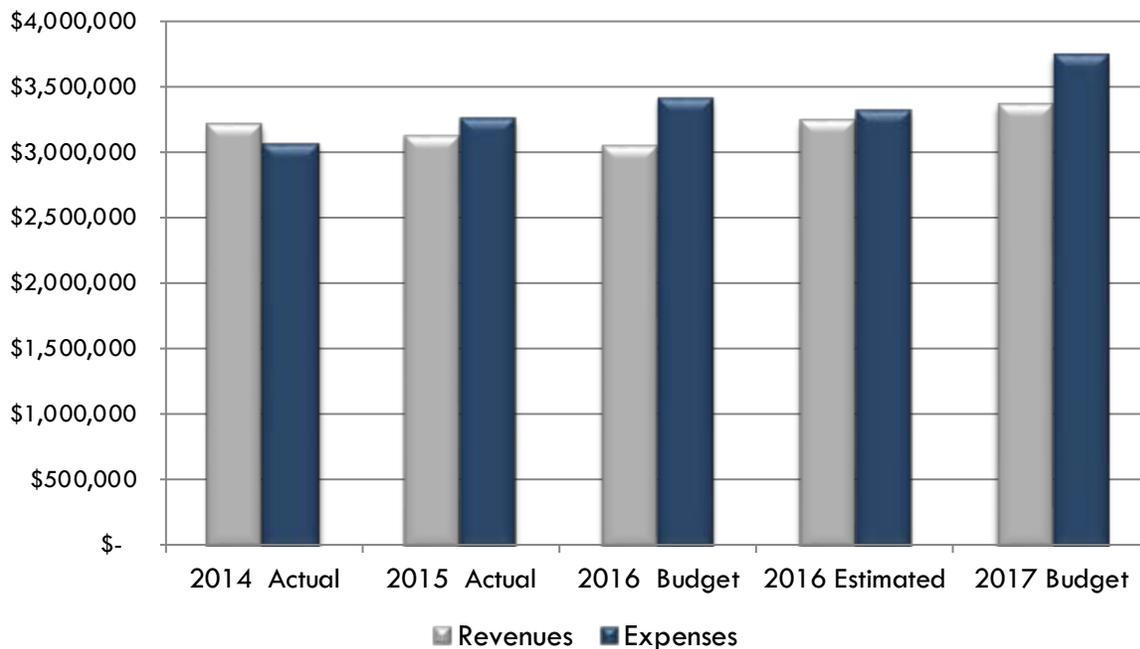
# Sewer Fund

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## PURPOSE OF THE FUND

The Sewer Fund is an enterprise fund established for the purposes of providing wastewater collection and treatment in the City of Fruita. 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.

## REVENUES AND EXPENSES



### Revenues

Sewer Fund revenues are budgeted at \$3.36 million in 2017. This reflects a 10% increase from 2016 budgeted revenues of \$3.04 million. The increase is due to the following factors:

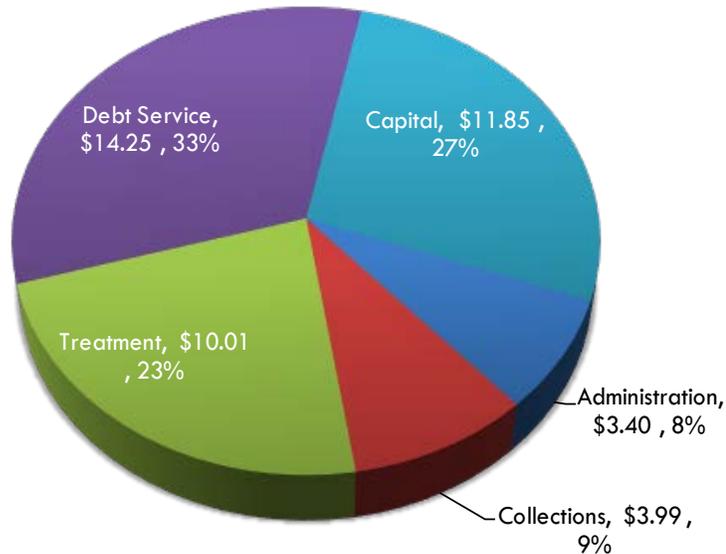
- A 5.3% rate increase in both residential and commercial sewer charges is scheduled to go into effect on January 1, 2017 increasing the monthly charge for a single family residence from \$41.30 to \$43.50 per month and increasing the commercial base rate from \$50.00 per month to \$52.65 and the rates per 1,000 gallons in excess of 5,000 to 105,000 gallons to \$6.85 and the rate rate per 1,000 gallons in excess of 105,000 gallons to \$4.25.
- A projected increase in the number of sewer taps sold in 2017 from the 25 budgeted in 2016 to 45 budgeted in 2017.

# Sewer Fund

The City currently bills 4,823 properties for sewer service which reflects a 3% increase in the number of customers from the prior year.

The plant investment fee will remain at \$6,600 in 2016 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.

## Use of monthly sewer charge - \$43.50



## Expenses

### SEWER PROGRAMS

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
Administration	\$ 287,570	\$ 288,527	\$ 293,100	\$ 293,625	\$ 291,950	0%
Collection System	321,626	344,909	356,175	351,625	342,675	-4%
Treatment	688,494	667,289	816,550	788,725	859,750	5%
<b>Operations total</b>	<b>\$1,297,690</b>	<b>\$1,300,725</b>	<b>\$1,465,825</b>	<b>\$1,433,975</b>	<b>\$1,494,375</b>	<b>2%</b>
Debt Service	1,133,355	1,161,519	1,192,850	1,192,850	1,224,000	3%
Capital Expenses & Transfers	622,806	784,416	711,850	683,850	1,017,800	43%
Special Projects	-	-	30,000	-	-	
<b>Total Expense</b>	<b>\$3,053,851</b>	<b>\$3,246,660</b>	<b>\$3,400,525</b>	<b>\$3,310,675</b>	<b>\$3,736,175</b>	<b>10%</b>

# Sewer Fund

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Sewer Fund expenses of \$3.74 million are projected to increase 10% from 2016 budgeted expenses. This increase is due to the following factors:

- Capital projects and equipment of \$1.0 million are budgeted to increase 45%.

A detailed list of projects and equipment is included in the Capital Projects section of the Sewer Fund budget.

An evaluation of the operations of the Sewer Fund and needs of the Wastewater Treatment Facility was conducted in 2016 and it identified \$5.3 million of improvements that may need to be made in the next 5 years. Of this amount, \$1.3 million is dependent on the State's application of Regulation 85 to the Wastewater Treatment Facility. City staff is analyzing and reviewing alternatives and potential operating changes that could mitigate some of the need for these improvements.

In addition to increased capital needs for wastewater treatment, the sewer collection system is also aging. There are a number of old clay and orangeburg lines that need to be replaced at an estimated cost of \$5.2 million. The annual amount allocated to replacement of sewer lines is increased in 2017 to \$500,000 to help with replacement of these old lines.

- Debt services payments account for 33% of the 2017 expenses and include a loan issued in 2010 from the Colorado Water and Power Development Authority for the new wastewater treatment facility. Debt service payments of \$1.2 million are budgeted to increase 3% in 2017. This escalation in debt service payments continues on an annual basis and results in an increase of approximately \$30,000 to \$40,000 annually.
- Operational expenses which include administration, wastewater collection and treatment, account for 40% of the 2017 Budget. Operational costs also include transfers to the General Fund for general and financial administration and costs for billing for services. Operational costs of \$1.5 million are budgeted to increase 2% in 2017. This increase is associated with personnel needed to run the wastewater treatment facility and repair and maintenance costs. The City has had a difficult time recruiting staff to fill the part time position at the wastewater treatment facility and this budgeted position remained vacant in 2016. In order to provide necessary staffing levels for the facility, the position is converted from a part time to a full time Class D operator in 2017 with the hope that it can be filled.

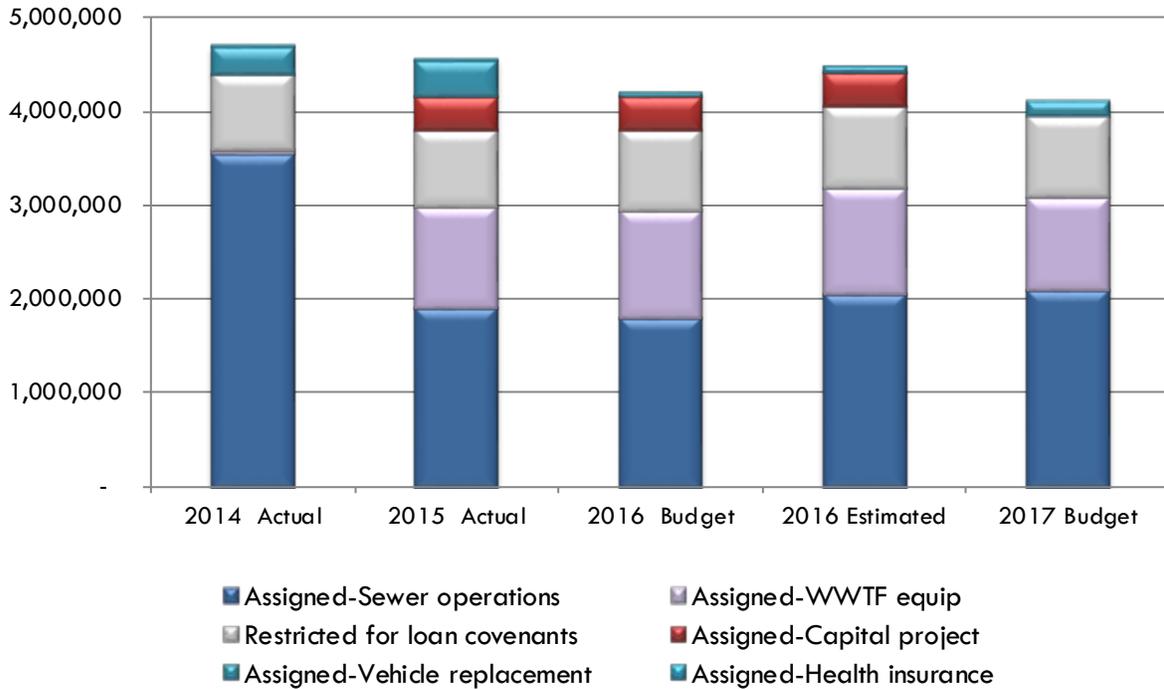
## FUNDS AVAILABLE

A 2% decrease is projected in available funds for the Sewer Fund in 2017. Available funds of \$4.1 include amounts:

- restricted for debt payments and operations as required by loan covenants,
- assigned for vehicle and wastewater treatment equipment replacement,
- assigned for future capital projects and
- amounts not designated for any specific purpose other than for operations of the Sewer Fund.

# Sewer Fund

## Available Funds - Sewer Fund



### Changes in Available Funds

*Assigned for sewer operations* - \$2.09 million. This amount represents funds available for purposes of sewer operations and is expected to increase \$47,440 from 2016 estimated balances.

*Restricted for loan covenants* - \$876,650. Loan covenants require a reserve of at least 25% (90 days) of operational expenses, excluding depreciation, and a prorata share of the next principal and interest payments on the loan. This reserve is projected to increase by \$710 in 2017.

*Assigned for capital projects* - \$0. This represents amounts assigned for capital projects and is budgeted to be spent in 2017 for the secondary force main along the Kokopelli Trail. The assigned funds are budgeted to decrease \$350,000 in 2017.

*Assigned for wastewater treatment facility equipment replacement* - \$985,775. This amount is budgeted to decrease \$150,000 in 2017 and will be used to offset a portion of the \$332,800 budgeted for treatment system improvements.

*Assigned for vehicle/equipment replacement* - \$152,850. The 2017 Budget includes the addition of \$70,000 to this reserve. This amount reflects annual funding of the reserve of \$105,000 less equipment budgeted to be replaced in 2017 of \$35,000.

# Sewer Fund

## Personnel

There have been challenges in meeting staffing needs at the Wastewater Treatment facility. This has resulted in the plant being understaffed when vacancies occur. The 2017 Budget includes the conversion of a part time Class B operator which the City has not been able to fill to a full time Class D Operator position. In addition, the budget includes the reclassification of a Senior Maintenance Worker to a Crew Leader for the Sewer Collection system.

### STAFFING CHART

Hours	2014 Actual	2015 Actual	2016 Estimated	2017 Budget
<u>Administration</u>				
Full time employees	3,817	2,027	2,080	2,080
Part time employees	-	16	-	-
Overtime	15	-	-	-
<i>Total Administration Hours</i>	3,832	2,043	2,080	2,080
<u>Collections</u>				
Full time employees	6,977	6,955	7,256	7,256
Part time employees	533	488	780	780
Overtime	205	261	232	232
<i>Total Collections Hours</i>	7,715	7,704	8,268	8,268
<u>Treatment</u>				
Full time employees	8,746	8,610	9,712	11,786
Part time employees	164	351	1,350	100
Overtime	259	306	350	350
<i>Total Treatment Hours</i>	9,169	9,267	11,412	12,236
<b>Total Hours</b>	<b>20,716</b>	<b>19,014</b>	<b>21,760</b>	<b>22,584</b>
<b>Total FTE Equivalents</b>	<b>9.96</b>	<b>9.14</b>	<b>10.46</b>	<b>10.86</b>

# Sewer Fund

## Revenues

### Revenues

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>INTERGOVERNMENTAL REVENUES</u></b>							
212-000-00-3342	Energy Impact Grant	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b><u>CHARGES FOR SERVICES</u></b>							
212-000-00-3440	GBP Recapture	7,002	-	-	-	-	0%
212-000-00-3441	Sewer Charges - Res	2,388,288	2,421,917	2,418,000	2,460,000	2,588,000	7%
212-000-00-3442	Sewer Charges - Comm	439,848	455,878	455,000	438,000	460,000	1%
212-000-00-3444	Sewer Charges - Misc.	-	4,715	-	-	-	
212-000-00-3447	Kingsview Tap Surcharge	-	-	-	-	-	0%
212-000-00-3449	Plant Investment Fees	356,400	217,800	165,000	322,000	300,000	82%
212-000-00-3484	Developer Contribution	16,152	-	-	-	-	0%
		3,207,690	3,100,310	3,038,000	3,220,000	3,348,000	10%
<b><u>MISCELLANEOUS</u></b>							
212-000-00-3610	Interest on deposits	4,084	5,583	4,000	14,000	10,000	150%
212-000-00-3611	Interest on assessments	193	7	-	-	-	0%
212-000-00-3612	Interest on notes rec.	416	408	300	150	100	-67%
212-000-00-3680	Miscellaneous	-	4,390	100	100	100	0%
		4,693	10,388	4,400	14,250	10,200	132%
<b><u>OTHER FINANCING SOURCES</u></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	1,705	-	-	-	-	0%
		1,705	-	-	-	-	0%
<b>TOTAL REVENUES</b>		<b>3,214,088</b>	<b>3,110,698</b>	<b>3,042,400</b>	<b>3,234,250</b>	<b>3,358,200</b>	<b>10%</b>

# Sewer Fund

## Summary

<b>Expenses</b>		<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	<b>%</b>
<b>Account Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Budget</b>	<b>Change</b>	
<b><u>PERSONNEL SERVICES, SALARIES</u></b>							
4113 Salaries, Public Works	410,803	415,140	426,325	426,325	450,600		6%
4120 Part Time	8,896	13,073	39,725	20,175	10,900		-73%
4130 Overtime	12,809	15,698	15,425	15,425	15,350		0%
	432,508	443,911	481,475	461,925	476,850		-1%
<b><u>PERSONNEL SERVICES, BENEFITS</u></b>							
4210 Health Insurance	102,794	117,378	125,750	125,750	131,950		5%
4220 FICA Payroll Expense	26,114	26,712	29,900	29,900	29,600		-1%
4221 Medicare Payroll Expense	6,107	6,247	7,000	7,000	6,950		-1%
4230 Retirement Contribution	19,111	18,980	19,600	19,600	20,575		5%
4250 Unemployment Insurance	1,298	1,321	1,475	1,475	1,450		-2%
4260 Workers Compensation Ins	11,400	9,348	9,600	10,125	10,850		13%
	166,824	179,986	193,325	193,850	201,375		4%
<b><u>PURCHASED PROFESSIONAL SERVICES</u></b>							
4310 Professional Development	10,447	8,124	12,500	12,500	13,700		10%
4335 Engineering	-	29,385	31,500	31,500	30,000		-5%
4342 Lab Work	15,471	14,910	20,000	18,000	20,000		0%
	25,918	52,419	64,000	62,000	63,700		0%
<b><u>PURCHASED PROPERTY SERVICES</u></b>							
4430 Service Contracts	10,506	10,195	20,225	20,225	21,825		8%
4435 Fleet Maintenance Charges	67,450	57,175	61,025	61,025	57,975		-5%
4452 Drainage Fees	-	-	-	-	2,200		N/A
	77,956	67,370	81,250	81,250	82,000		1%
<b><u>OTHER PURCHASED SERVICES</u></b>							
4511 Sewer Permit	12,828	6,171	14,300	14,300	8,400		-41%
4512 Sewer Sys. Repair & Maint.	48,541	46,612	60,000	60,000	86,000		43%
4520 Property Insurance	40,000	42,500	42,500	42,500	42,500		0%
4523 Insurance Deductible	-	-	-	-	-		0%
4530 Telephone	3,970	3,818	3,650	3,650	6,650		82%
4592 Recording Fees	26	-	-	-	-		0%
	105,365	99,101	120,450	120,450	143,550		19%
<b><u>SUPPLIES</u></b>							
4610 Office Supplies	3,762	3,324	5,500	5,000	5,000		-9%
4611 Postage	500	500	600	600	600		0%
4612 Supplies and Equipment	51,014	49,750	60,000	60,000	40,000		-33%
4616 Chemicals	45,384	32,783	37,275	35,000	37,500		1%
4620 Utilities	211,403	205,833	235,000	235,000	244,500		4%
4626 Fuel	22,764	10,076	19,650	11,600	12,000		-39%
4661 Uniforms	2,633	4,079	4,200	4,200	4,200		0%
4662 Safety Equipment	1,659	1,592	3,100	3,100	3,100		0%
	339,119	307,937	365,325	354,500	346,900		-5%
<b><u>DEBT SERVICE PRINCIPAL</u></b>							
4713 Note Payment, Principal	5,628	1,375	-	-	-		0%
4714 Loan Payment, Principal	545,000	590,000	630,000	630,000	680,000		8%
	550,628	591,375	630,000	630,000	680,000		8%

# Sewer Fund

## Summary

<b>Expenses</b>						
<b>Account Description</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Adopted</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Change</b>
<b><u>DEBT SERVICE INTEREST</u></b>						
4723 Note Payment, Interest	195	15	-	-	-	0%
4724 Loan Payment, Interest	582,532	570,129	562,850	562,850	544,000	-3%
	582,727	570,144	562,850	562,850	544,000	-3%
<b><u>CAPITAL</u></b>						
4740 Capital Projects	262,804	160,624	290,250	262,250	500,000	72%
4742 Mobile Equipment	14,000	-	412,150	412,150	185,000	-55%
4743 Furniture and Equipment	140,424	18,282	-	-	332,800	N/A
4744 Computer Equipment	-	-	-	-	-	0%
	417,228	178,906	702,400	674,400	1,017,800	45%
<b><u>SPECIAL PROJECTS</u></b>						
4824 WWTF Needs & Rate Study	-	-	30,000	-	-	-100%
	-	-	30,000	-	-	-100%
<b><u>CONTINGENCY</u></b>						
4850 Contingency	-	-	-	-	20,000	N/A
	-	-	-	-	20,000	N/A
<b><u>TRANSFERS</u></b>						
4930 Transfer to Capital Projects	205,578	605,510	9,450	9,450	-	-100%
4950 Transfer to General Fund	150,000	150,000	160,000	160,000	160,000	0%
	355,578	755,510	169,450	169,450	160,000	-6%
<b>TOTAL EXPENDITURES</b>	<b>3,053,851</b>	<b>3,246,659</b>	<b>3,400,525</b>	<b>3,310,675</b>	<b>3,736,175</b>	<b>10%</b>

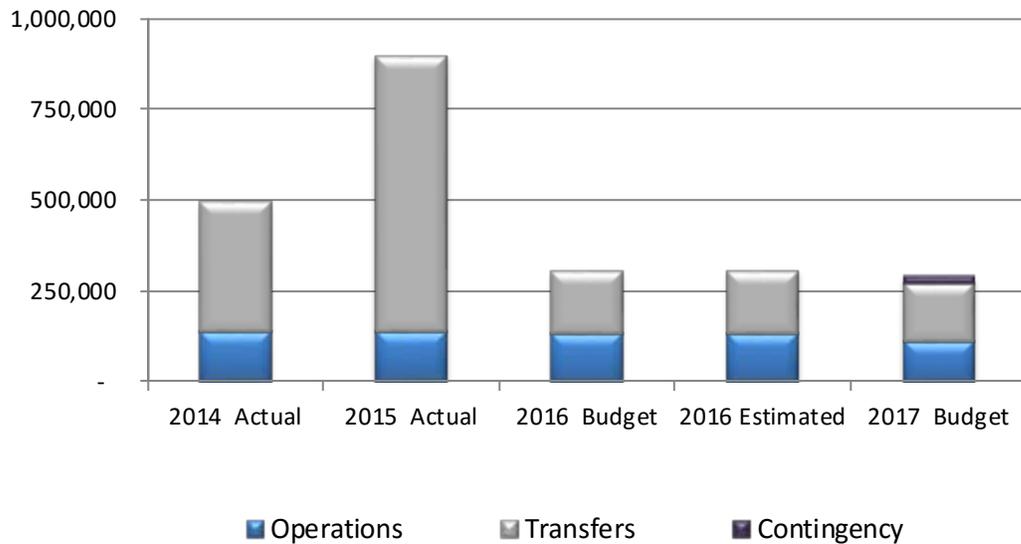
# Sewer Fund Administration

## EXPENDITURES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
Personnel Services, Salaries	\$ 96,766	\$ 96,929	\$ 87,300	\$ 87,300	\$ 71,450	-18%
Personnel Services, Benefits	31,384	35,617	34,800	35,325	27,300	-22%
Services	1,109	53	500	500	500	0%
Purchased Property Services	4,966	4,500	7,650	7,650	9,950	30%
Other Purchased Services	506	150	150	150	150	0%
Supplies	2,839	1,278	2,700	2,700	2,600	-4%
Subtotal	\$ 137,570	\$ 138,527	\$ 133,100	\$ 133,625	\$ 111,950	-16%
Contingency	-	-	-	-	20,000	0%
Transfers	355,578	755,510	169,450	169,450	160,000	-6%
<b>Total Expense</b>	<b>\$ 493,148</b>	<b>\$ 894,037</b>	<b>\$ 302,550</b>	<b>\$ 303,075</b>	<b>\$ 291,950</b>	<b>-4%</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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## **2016 ACCOMPLISHMENTS**

- Completed all necessary reporting in compliance with Colorado Department of Public Health & Environment regulations.
- Worked with consultant to develop a Needs Assessment Study that evaluates the near-term and long-term needs of the Wastewater Reclamation Facility based on actual operations and recent regulation changes. This study prioritizes major capital projects that have been incorporated into establishing sewer rates for the coming years.

## **2017 BUDGET 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.
- Ongoing administrative billing and administration of the program will continue.

## **GOALS AND OBJECTIVES**

- Further refine sewer rate analysis for long-term needs based on Treatment and Collection needs of the system.
- 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 system to meet the environmental requirements in a cost effective and responsible manner for all customers.

# Sewer Fund

## Administration

### Expenses

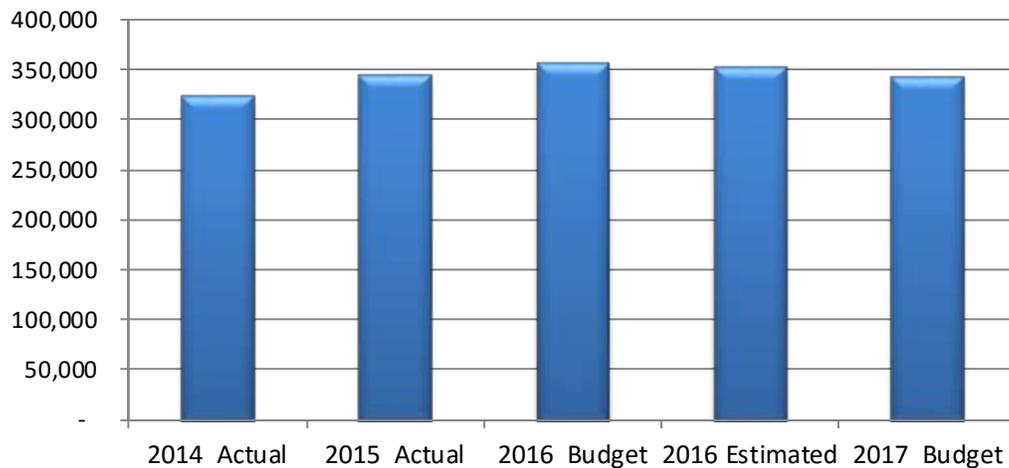
Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
212-433-10-4113	Salaries, Administration	96,486	96,929	87,300	87,300	71,450	-18%
212-433-10-4120	Part time	13	-	-	-	-	0%
212-433-10-4130	Overtime	267	-	-	-	-	0%
		96,766	96,929	87,300	87,300	71,450	-18%
<b>PERSONNEL SERVICES, BENEFITS</b>							
212-433-10-4210	Health Insurance	17,151	22,064	23,400	23,400	18,100	-23%
212-433-10-4220	FICA Payroll Expense	5,816	5,828	5,425	5,425	4,450	-18%
212-433-10-4221	Medicare Payroll Expense	1,360	1,363	1,275	1,275	1,050	-18%
212-433-10-4230	Retirement Contribution	4,967	4,824	3,950	3,950	3,225	-18%
212-433-10-4250	Unemployment Insurance	290	288	275	275	225	-18%
212-433-10-4260	Workers Compensation Ins	1,800	1,250	475	1,000	250	-47%
		31,384	35,617	34,800	35,325	27,300	-22%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
212-433-10-4310	Professional Development	1,109	53	500	500	500	0%
		1,109	53	500	500	500	0%
<b>PURCHASED PROPERTY SERVICES</b>							
212-433-10-4430	Service Contracts	1,066	2,950	6,000	6,000	6,000	0%
212-433-10-4435	Fleet Maintenance Charges	3,900	1,550	1,650	1,650	3,950	139%
		4,966	4,500	7,650	7,650	9,950	30%
<b>OTHER PURCHASED SERVICES</b>							
212-433-10-4523	Insurance Deductible	-	-	-	-	-	0%
212-433-10-4530	Telephone	480	150	150	150	150	0%
212-433-10-4592	Recording Fees	26	-	-	-	-	0%
		506	150	150	150	150	0%
<b>SUPPLIES</b>							
212-433-10-4610	Office Supplies	1,279	778	1,500	1,500	1,500	0%
212-433-10-4611	Postage	500	500	600	600	600	0%
212-433-10-4626	Fuel	1,060	-	600	600	500	-17%
		2,839	1,278	2,700	2,700	2,600	-4%
<b>SPECIAL PROJECTS</b>							
212-433-10-4827	WWTF Plan/Rates	-	-	30,000	-	-	-100%
		-	-	30,000	-	-	-100%
<b>CONTINGENCY</b>							
212-433-10-4850	Contingency	-	-	-	-	20,000	N/A
		-	-	-	-	20,000	N/A
<b>TRANSFERS</b>							
212-433-10-4930	Transfer to Capital Projects	205,578	605,510	9,450	9,450	-	-100%
212-433-10-4950	Transfer to General Fund	150,000	150,000	160,000	160,000	160,000	0%
		355,578	755,510	169,450	169,450	160,000	-6%
<b>TOTAL EXPENDITURES</b>		<b>493,148</b>	<b>894,037</b>	<b>332,550</b>	<b>303,075</b>	<b>291,950</b>	<b>-12%</b>

# Sewer Fund Collections

<b>EXPENDITURES</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 146,410	\$ 155,358	\$ 150,100	\$ 150,100	\$ 130,250	-13%
Personnel Services, Benefits	65,745	71,312	70,800	70,800	66,850	-6%
Services	3,876	5,158	6,000	6,000	17,200	187%
Purchased Property Services	51,650	51,875	55,425	55,425	50,075	-10%
Other Purchased Services	13,315	20,526	20,000	20,000	40,000	100%
Supplies	40,630	40,680	53,850	49,300	38,300	-29%
<b>Total Expense</b>	<b>\$ 321,626</b>	<b>\$ 344,909</b>	<b>\$ 356,175</b>	<b>\$ 351,625</b>	<b>\$ 342,675</b>	<b>-4%</b>

The operation of the wastewater collection system includes routine maintenance and repairs to approximately 70 miles of wastewater collection lines and 10 lift stations. Operations include routine flushing and jetting of the collection lines on a bi-annual basis, quarterly cleaning of lift station wet wells, and completed CCTV inspections on a triennial basis. Lift Stations are monitored and data is recorded including power consumption, flow/discharge metering, pump hours, and etc. The department provides repairs, reporting, and recommendations for future capital. In addition, the collections department assists in locating utilities for a multitude of other departments and provides the cleaning and inspection of publicly owned irrigation systems, including stormwater.

## Budget History



# Sewer Fund Collections

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## **2016 ACCOMPLISHMENTS**

- Refined a continuous scoring system for evaluated collection lines through CCTV reporting.
- Completed two repairs on the Highway 340 Lift Station force main.
- Adjustments in operation of the I-70 lift station; reducing cleaning of wet wells and debris.
- Continuous cleaning and inspection of the collection system, maintaining a no SSO record within Fruita.
- Prioritizing response time to citizens' requests for assistance throughout scheduled work and maintenance.
- Provides a significant amount of service line connection tap locates through our CCTV inspection and reporting.
- Utilized proper parts inventory for emergency repairs throughout the entire collection system.

## **2017 BUDGET HIGHLIGHTS**

- The 2017 Budget includes reclassifying a Senior Maintenance Worker position to a Crew Leader Position. The City already relies on this position to schedule and perform this work. This reclassification will allow the Division to be structured such that it can better focus on the needs of the collection system and provide guidance to the other employees.
- Routine cleaning and camera inspections will continue in 2017 to reduce likelihood of more costly repairs and backups. Sewer lines are scheduled on a 3-year interval for cleaning and camera inspections if no issues are reported.
- Professional Development budget increased to maintain existing sewer collection licenses. No additional certifications or licenses budgeted.
- Utility expenses for lift stations expected to increase 10% in 2017.

## **GOALS**

- Provide comprehensive and documented cleaning of the collection system to maintain a no sanitary sewer overflows (SSO) record.
- Provide information on deteriorating collection lines through comprehensive camera inspections with effective scoring and cross referencing to allow for best practices on capital budget.
- Continuous monitoring and correcting H<sub>2</sub>S within the collection system and budgeting manhole replacement along the gravity line to the WWRF.

# Sewer Fund Collections

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- Adjustments in mechanical and electrical to the I-70 Lift Station for maintenance and future force main installation.
- Continuous rapid response time for assisting citizens with problems and questions.
- Documentation of service line tap locations for future reporting and overall data acquisition of the collection system.
- Maintaining an adequate amount of collection system parts inventory to prevent emergency situations while being fiscally responsible.
- Reduce the amount of after hour call outs through maintenance and repair of lift stations.
- Complete standard operating procedures for collection system equipment.
- Allocate personnel and time for proper and adequate cross training of the collection system and equipment.

## **OBJECTIVES**

- Inspect new subdivision collection systems prior to accepting the lines by the City.
- Implement in-house resources for collection line repair and updating evaluated scores.
- Maintain 5 year master plan for collection line repair and replacement.
- Evaluate technology alternatives for monitoring lift station operations.
- Maintain another year of no sanitary sewer overflows and environmental exposure.
- Reduce the amount of H<sub>2</sub>S within the collection system.
- Utilize mapping and MDB for tap locations.
- Prioritize citizens' requests by subject matter: emergency or locate.
- Document in-house inventory with correct updating of usage.
- Implement collections system syllabus within the field training to utilize personnel and reduce safety concerns with benefits to the City and personnel for knowledge and enhanced end results, providing better quality of service to the citizens with the reduction of reliance upon specific operations.

# Sewer Fund

## Collections

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
212-433-53-4113	Salaries, Public Works	133,363	141,371	132,750	132,750	112,150	-16%
212-433-53-4120	Part Time	6,798	6,373	10,175	10,175	10,900	7%
212-433-53-4130	Overtime	6,249	7,614	7,175	7,175	7,200	0%
		146,410	155,358	150,100	150,100	130,250	-13%
<b>PERSONNEL SERVICES, BENEFITS</b>							
212-433-53-4210	Health Insurance	44,149	49,333	49,075	49,075	47,800	-3%
212-433-53-4220	FICA Payroll Expense	8,879	9,349	9,325	9,325	8,075	-13%
212-433-53-4221	Medicare Payroll Expense	2,077	2,186	2,175	2,175	1,900	-13%
212-433-53-4230	Retirement Contribution	6,001	6,307	6,300	6,300	5,275	-16%
212-433-53-4250	Unemployment Insurance	439	462	450	450	400	-11%
212-433-53-4260	Workers Compensation Ins	4,200	3,675	3,475	3,475	3,400	-2%
		65,745	71,312	70,800	70,800	66,850	-6%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
212-433-53-4310	Professional Development	3,876	5,158	6,000	6,000	7,200	20%
212-433-53-4335	Engineering	-	-	-	-	10,000	N/A
		3,876	5,158	6,000	6,000	17,200	187%
<b>PURCHASED PROPERTY SERVICES</b>							
212-433-53-4435	Fleet Maintenance Charges	51,650	51,875	55,425	55,425	50,075	-10%
		51,650	51,875	55,425	55,425	50,075	-10%
<b>OTHER PURCHASED SERVICES</b>							
212-433-53-4512	Sewer Sys. Rep & Maint	12,688	20,526	20,000	20,000	40,000	100%
212-433-53-4530	Telephone	627	-	-	-	-	0%
		13,315	20,526	20,000	20,000	40,000	100%
<b>SUPPLIES</b>							
212-433-53-4610	Office Supplies	785	1,012	1,500	1,500	1,000	-33%
212-433-53-4612	Supplies and Equipment	12,942	14,785	20,000	20,000	-	-100%
212-433-53-4620	Utilities	13,429	14,644	16,500	16,500	26,000	58%
212-433-53-4626	Gas and Oil	10,857	7,084	12,550	8,000	8,000	-36%
212-433-53-4661	Uniforms	1,615	1,961	2,000	2,000	2,000	0%
212-433-53-4662	Safety Equipment	1,002	1,194	1,300	1,300	1,300	0%
		40,630	40,680	53,850	49,300	38,300	-29%
<b>TOTAL EXPENDITURES</b>		<b>321,626</b>	<b>344,909</b>	<b>356,175</b>	<b>351,625</b>	<b>342,675</b>	<b>-4%</b>

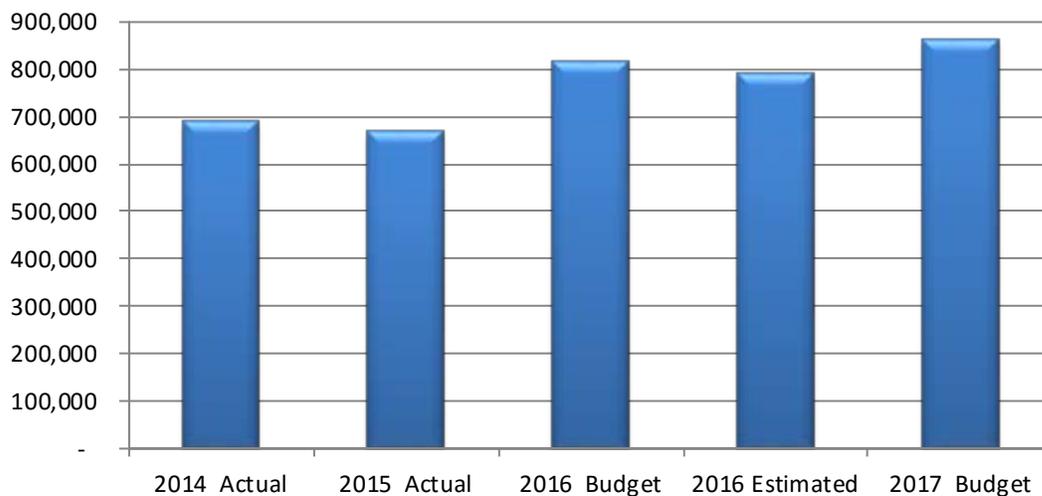
# Sewer Fund Treatment

<b><u>EXPENDITURES</u></b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Personnel Services, Salaries	\$ 189,333	\$ 191,623	\$ 244,075	\$ 224,525	\$ 275,150	13%
Personnel Services, Benefits	69,695	73,057	87,725	87,725	107,225	22%
Services	20,932	47,209	57,500	55,500	46,000	-20%
Purchased Property Services	21,340	10,996	18,175	18,175	21,975	21%
Other Purchased Services	91,544	78,426	100,300	100,300	103,400	3%
Supplies	295,650	265,978	308,775	302,500	306,000	-1%
<b>Total Expenses</b>	<b>\$ 688,494</b>	<b>\$ 667,289</b>	<b>\$ 816,550</b>	<b>\$ 788,725</b>	<b>\$ 859,750</b>	<b>5%</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. The City of Fruita operates and maintains a 2.3 million gallon a day, state of the art Biological Nutrient Removal (BNR) Wastewater Facility located just off 15 Road in Fruita. This facility currently treats just under 1.0 million gallons per day and is designed to accommodate the wastewater needs of the community for years to come.

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.

## Budget History



# Sewer Fund Treatment

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## **2016 ACCOMPLISHMENTS**

- Implemented and trained personnel on new data base for data analysis.
- Entered into contract for software programming services to integrate blower functions to determine if existing blower hardware could be utilized rather than buying new equipment as recommended by the recently completed Needs Assessment Study.
- Implemented upgraded work order software system to manage labor, cost, and predictive maintenance schedules.
- Installed remote connection software program to assist on-call operations, allow for remote maintenance and facilitate remote programming updates. This has already proved to reduce staff hours necessary for on-call operations and has allowed programming services to troubleshoot issues remotely rather than having to travel from out of state.
- Continued to be active in sharing data and insight on operations with others in wastewater treatment industry. This included having the City's Wastewater Superintendent and Chief Operator preparing and presenting a technical paper for the annual Rocky Mountain Waste Environment Association conference on practicality of treating phosphorus using biological treatment methods.
- Performed river sampling data and began evaluation to determine if Fruita can opt-out of theoretical phosphorus limits established by Regulation 85 based on actual in-stream standards.
- Submitted application to renew 5-year wastewater discharge permit that will expire in January of 2017.

## **2017 BUDGET HIGHLIGHTS**

- Continue the effective wastewater treatment while flows continue to increase.
- Continue compliance with all Federal, State, and Local regulations.
- Enhance operations and laboratory analyses by continuing staff education
- Continue sampling and analysis of Colorado River and facility in compliance with state mandated Regulation 85 with the intent of requesting to opt-out based on actual in-stream standards.
- The Wastewater Reclamation Facility continues to operate 24 hours a day with only 4.5 employees. The 2017 Budget includes upgrading the part-time wastewater operator position to a full-time position in order to meet the demands of the facility.

# Sewer Fund Treatment

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## **GOALS AND OBJECTIVES**

- Maintain compliance with all discharge parameters as mandated by the Colorado Department of Public Health and Environment (CDPH&E).
- 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.
- Optimize treatment operations to reduce utility and chemical expenses.

# Sewer Fund

## Treatment

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
212-433-55-4113	Salaries, Public Works	180,954	176,840	206,275	206,275	267,000	29%
212-433-55-4120	Part Time	2,086	6,699	29,550	10,000	-	0%
212-433-55-4130	Overtime	6,293	8,084	8,250	8,250	8,150	-1%
		189,333	191,623	244,075	224,525	275,150	13%
<b>PERSONNEL SERVICES, BENEFITS</b>							
212-433-55-4210	Health Insurance	41,494	45,981	53,275	53,275	66,050	24%
212-433-55-4220	FICA Payroll Expense	11,419	11,535	15,150	15,150	17,075	13%
212-433-55-4221	Medicare Payroll Expense	2,671	2,697	3,550	3,550	4,000	13%
212-433-55-4230	Retirement Contribution	8,143	7,850	9,350	9,350	12,075	29%
212-433-55-4250	Unemployment Insurance	568	570	750	750	825	10%
212-433-55-4260	Workers Compensation Ins	5,400	4,424	5,650	5,650	7,200	27%
		69,695	73,057	87,725	87,725	107,225	22%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
212-433-55-4310	Professional Development	5,461	2,914	6,000	6,000	6,000	0%
212-433-55-4335	Engineering	-	29,385	31,500	31,500	20,000	-37%
212-433-55-4342	Lab Work	15,471	14,910	20,000	18,000	20,000	0%
		20,932	47,209	57,500	55,500	46,000	-20%
<b>PURCHASED PROPERTY SERVICES</b>							
212-433-55-4430	Service Contracts	9,440	7,246	14,225	14,225	15,825	11%
212-433-55-4435	Fleet Maintenance Charges	11,900	3,750	3,950	3,950	3,950	0%
212-433-55-4452	Drainage Fees	-	-	-	-	2,200	N/A
		21,340	10,996	18,175	18,175	21,975	21%
<b>OTHER PURCHASED SERVICES</b>							
212-433-55-4511	Sewer Permit	12,828	6,171	14,300	14,300	8,400	-41%
212-433-55-4512	WWTP Repair & Maintenance	35,853	26,087	40,000	40,000	46,000	15%
212-433-55-4520	Property insurance	40,000	42,500	42,500	42,500	42,500	0%
212-433-55-4530	Telephone	2,863	3,668	3,500	3,500	6,500	86%
		91,544	78,426	100,300	100,300	103,400	3%
<b>SUPPLIES</b>							
212-433-55-4610	Office Supplies	1,698	1,534	2,500	2,000	2,500	0%
212-433-55-4612	Supplies and Equipment	38,072	34,965	40,000	40,000	40,000	0%
212-433-55-4616	Chemicals	45,384	32,783	37,275	35,000	37,500	1%
212-433-55-4620	Utilities	197,974	191,189	218,500	218,500	218,500	0%
212-433-55-4626	Gas and Oil	10,847	2,992	6,500	3,000	3,500	-46%
212-433-55-4661	Uniforms	1,018	2,118	2,200	2,200	2,200	0%
212-433-55-4692	Safety Equipment	657	397	1,800	1,800	1,800	0%
		295,650	265,978	308,775	302,500	306,000	-1%
<b>TOTAL EXPENDITURES</b>		<b>688,494</b>	<b>667,289</b>	<b>816,550</b>	<b>788,725</b>	<b>859,750</b>	<b>5%</b>

# Sewer Fund

## Debt Service

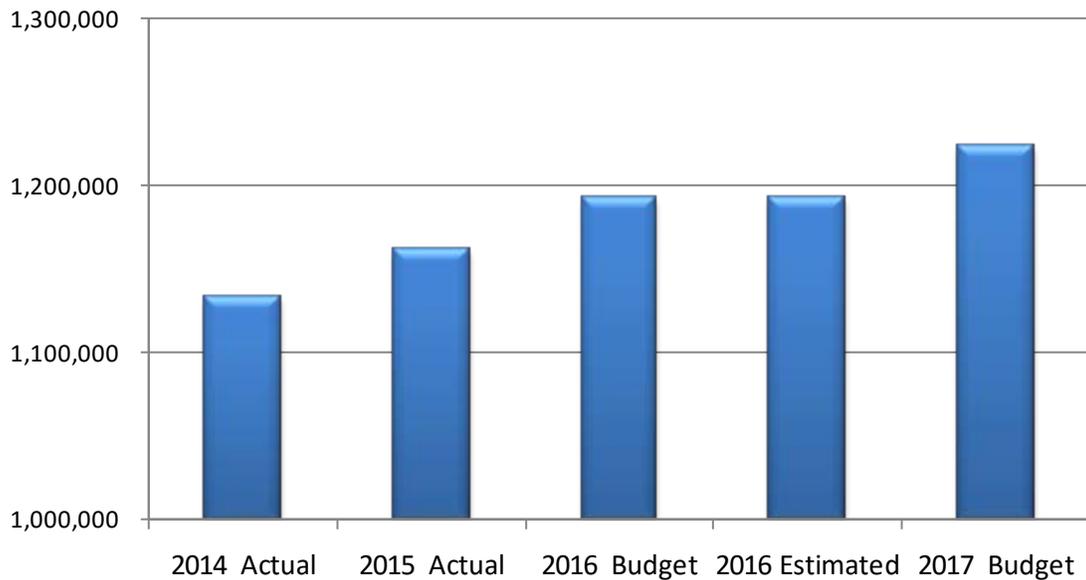
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### **EXPENDITURES**

	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Budget</b>	<b>2016 Estimated</b>	<b>2017 Budget</b>	<b>% Chg.</b>
Debt Service Principal	\$ 550,628	\$ 591,375	\$ 630,000	\$ 630,000	\$ 680,000	8%
Debt Service Interest	582,727	570,144	562,850	562,850	544,000	-3%
<b>Total Expenses</b>	<b>\$1,133,355</b>	<b>\$1,161,519</b>	<b>\$1,192,850</b>	<b>\$1,192,850</b>	<b>\$1,224,000</b>	<b>3%</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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### 2017 BUDGET HIGHLIGHTS

#### 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. The following table shows the debt service schedule on this loan.

<b>LOAN PAYMENT SCHEDULE</b>			
<b>WWTF Loan</b>			
<b>Year</b>	<b>Principle</b>	<b>Interest</b>	<b>Total</b>
2017	680,000	543,960	1,223,960
2018	730,000	524,210	1,254,210
2019	780,000	503,540	1,283,540
2020	845,000	474,130	1,319,130
2021	910,000	442,545	1,352,545
2022	975,000	408,900	1,383,900
2023	1,045,000	373,210	1,418,210
2024	1,120,000	335,305	1,455,305
2025	1,185,000	306,140	1,491,140
2026	1,255,000	275,525	1,530,525
2027	1,325,000	241,710	1,566,710
2028	1,400,000	206,280	1,606,280
2029	1,480,000	169,030	1,649,030
2030	1,555,000	129,805	1,684,805
2031	1,640,000	88,690	1,728,690
2032	1,725,000	45,440	1,770,440
	18,650,000	5,068,420	23,718,420

# Sewer Fund

## Debt Service

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>DEBT SERVICE PRINCIPAL</b>							
212-433-91-4712	Lease Payment, Principal	-	-	-	-	-	0%
212-433-91-4713	Note Payment, Principal	5,628	1,375	-	-	-	0%
212-433-91-4714	Loan Payment, Principal	545,000	590,000	630,000	630,000	680,000	8%
		550,628	591,375	630,000	630,000	680,000	8%
<b>DEBT SERVICE INTEREST</b>							
212-433-91-4722	Lease Payment, Interest	-	-	-	-	-	0%
212-433-91-4723	Note Payment, Interest	195	15	-	-	-	0%
212-433-91-4724	Loan Payment, Interest	582,532	570,129	562,850	562,850	544,000	-3%
212-433-91-4775	Loan Issuance Costs	-	-	-	-	-	0%
		582,727	570,144	562,850	562,850	544,000	-3%
<b>TOTAL EXPENDITURES</b>		<b>1,133,355</b>	<b>1,161,519</b>	<b>1,192,850</b>	<b>1,192,850</b>	<b>1,224,000</b>	<b>3%</b>

# Sewer Fund

## Capital Projects and Equipment

### Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>CAPITAL PROJECTS</u></b>							
212-600	Treatment System	81,465	-	-	-	332,800	N/A
212-601	Lift Stations	28,504	-	-	-	-	0%
212-602	Lagoons	20,000	-	-	-	-	0%
212-603	Sewer Line Upgrades	87,389	160,624	262,250	262,250	250,000	-5%
212-605	Sewer Line Extensions	-	-	-	-	250,000	0%
212-607	Sewer Upsizing/Developer	45,446	-	28,000	-	-	-100%
		262,804	160,624	290,250	262,250	832,800	187%
<b><u>CAPITAL EQUIPMENT</u></b>							
212-433	Mobile Equipment	14,000	-	412,150	412,150	185,000	-55%
212-433	Furniture and Equipment	140,424	18,282	-	-	-	0%
212-433	Computer Equipment	-	-	-	-	-	0%
		154,424	18,282	412,150	412,150	185,000	-55%
<b>TOTAL EXPENDITURES</b>		<b>417,228</b>	<b>178,906</b>	<b>702,400</b>	<b>674,400</b>	<b>1,017,800</b>	<b>45%</b>

# Sewer Fund

## Capital Projects and Equipment

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### Wastewater Treatment Facility - Project #212-600-76

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Sewer Operating Revenue	\$ 81,465	\$ -	\$ -	\$ -	\$ 332,800	N/A
Total Revenues	\$ 81,465	\$ -	\$ -	\$ -	\$ 332,800	N/A
<b>Expenses</b>						
4740 Construction	\$ 81,465	\$ -	\$ -	\$ -	\$ 332,800	N/A
Total Expenses	\$ 81,465	\$ -	\$ -	\$ -	\$ 332,800	N/A

### Project Description

### Purpose and Need

# Sewer Fund

## Capital Projects and Equipment

### Sewer Line Upgrades - Project #212-603-76

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Sewer Operating Revenue	\$ 87,389	\$ 160,624	\$ 262,250	\$ 262,250	\$ 250,000	-5%
Total Revenues	\$ 87,389	\$ 160,624	\$ 262,250	\$ 262,250	\$ 250,000	-5%
<b>Expenses</b>						
4740 Construction	\$ 87,389	\$ 160,624	\$ 262,250	\$ 262,250	\$ 250,000	-5%
Total Expenses	\$ 87,389	\$ 160,624	\$ 262,250	\$ 262,250	\$ 250,000	-5%

### Project Description

Sewer Line Upgrades - \$250,000

This project includes the replacement of sewer lines in the alley between Aspen and Laura from Independent Ranchmen's Ditch to Pine Street (segments 766 and 770) with an estimated cost \$162,000.

Also included in the removal of a sag in the sewer line in Roberson from Coulson to Oak (segment 588) with an estimated cost of \$28,000.

### Purpose and Need

The sewer line in the alley between Aspen and Laura has been most visited line for service in the last 4 years and include orangeburg pipe. This replacement will reduce service and maintenance costs for this line.

# Sewer Fund

## Capital Projects and Equipment

### Sewer Line Extension - Project #212-605-76

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Sewer Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ 250,000	N/A
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 250,000	N/A
<b>Expenses</b>						
4740 Construction	\$ -	\$ -	\$ -	\$ -	\$ 250,000	N/A
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 250,000	N/A

### Project Description

This project involves the extension of a second force main along the new Kokopelli Trail section for future use.

### Purpose and Need

The oversizing of sewer lines in strategic locations helps the City prepare for future growth and development. Reimbursement of additional costs incurred by developers for oversizing sewer lines is a fair and equitable way to increase the capacity of sewer lines in a cost effective manner.

# Sewer Fund

## Capital Projects and Equipment

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### Capital Equipment - Project #212-433

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Sewer Operating Revenue	\$ 154,424	\$ 18,282	\$ 412,150	\$ 412,150	\$ 185,000	-55%
Total Revenues	\$ 154,424	\$ 18,282	\$ 412,150	\$ 412,150	\$ 185,000	-55%
<b>Expenses</b>						
53-4742 Mobile Equipment	\$ 14,000	\$ -	\$ 412,150	\$ 412,150	\$ 35,000	-92%
53-4743 Furniture/Equipment	140,424	18,282	-	-	-	0%
54-4742 Mobile Equipment	-	-	-	-	150,000	0%
Total Expenses	\$ 154,424	\$ 18,282	\$ 412,150	\$ 412,150	\$ 185,000	-55%

### 2017 Capital Equipment

Replacement equipment:

- 2005 Dodge 4 x 4 Truck - \$35,000

New equipment:

- Compact Track Loader - \$90,000
- Brown bear auger for biosolids mounted on loader - \$60,000

# Trash Fund

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# Trash Fund

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# Trash Fund

## REVENUES AND EXPENSES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Charges for Services	\$ 665,732	\$ 693,006	\$ 671,000	\$ 681,500	\$ 688,000	3%
Miscellaneous	-	-	-	-	-	0%
Total Revenues	\$ 665,732	\$ 693,006	\$ 671,000	\$ 681,500	\$ 688,000	3%
<b>Expenses</b>						
Other Purchased Services	\$ 614,323	\$ 634,266	\$ 620,000	\$ 625,000	\$ 637,000	3%
Transfers to Other Funds	51,409	46,700	51,000	51,000	51,000	0%
Total Expense	\$ 665,732	\$ 680,966	\$ 671,000	\$ 676,000	\$ 688,000	3%
<b>Change in available funds</b>	\$ -	\$ 12,040	\$ -	\$ 5,500	\$ -	

## FUNDS AVAILABLE

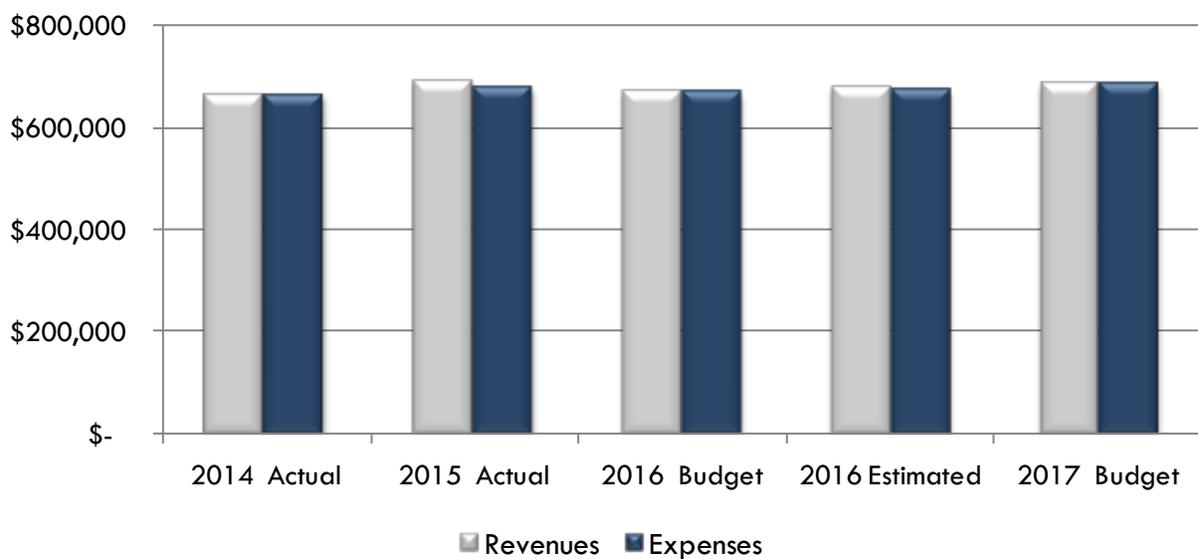
	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Beginning Funds Available</b>	\$ 89,652	\$ 89,652	\$ 101,692	\$ 101,692	\$ 107,192	5%
Net Change in available funds	0	12,040	-	5,500	-	0%
<b>Ending Funds Available</b>	\$ 89,652	\$ 101,692	\$ 101,692	\$ 107,192	\$ 107,192	5%
<b>Components of Funds Available</b>						
Assigned for Trash Administration	\$ 89,652	\$ 101,692	\$ 101,692	\$ 105,692	\$ 105,692	4%

# Trash Fund

## PURPOSE OF THE FUND

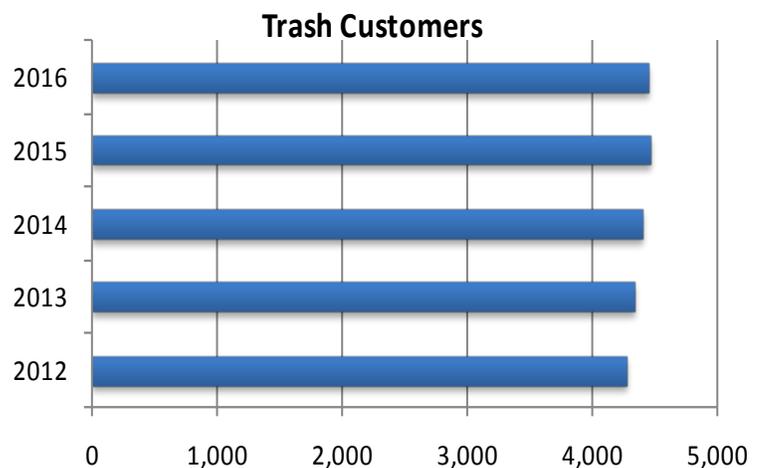
The Trash Fund is an enterprise fund established for the purpose of providing residential trash and recycling collection services. This service is provided through a contract with Waste Management. The contract provides for unlimited weekly collection of trash in the City of Fruita. Exceptions to the unlimited service include heavy items such as appliances and tires. These items will be picked up by Waste Management for an additional charge

## REVENUES AND EXPENSES



### Revenues

The 2017 Budget includes \$688,000 in revenues for trash collection charges. This is a 3% increase from 2016 budgeted revenues and reflects a \$0.25 increase in the monthly charge for service. The City contracts for trash services with Waste Management. The contract allows for annual increases based on the consumer price index and a fuel surcharge based on the price of diesel fuel. As part of the contract extension, there is a 2.2% rate increase based on the CPI and no change is



# Trash Fund

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rates based on fuel costs. The monthly charge will increase from \$12.50 to \$12.75 per residence and the senior rate for those who meet the age and income criteria will decrease from \$10.70 to \$10.95 per month.

Voluntary curb side recycling services are provided at no additional charge 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.

The number of customers service with trash collection services has increased an average of 1% over each of the last 5 years. The 2017 Budget anticipates that the number of customers served will not change significantly from the prior year.

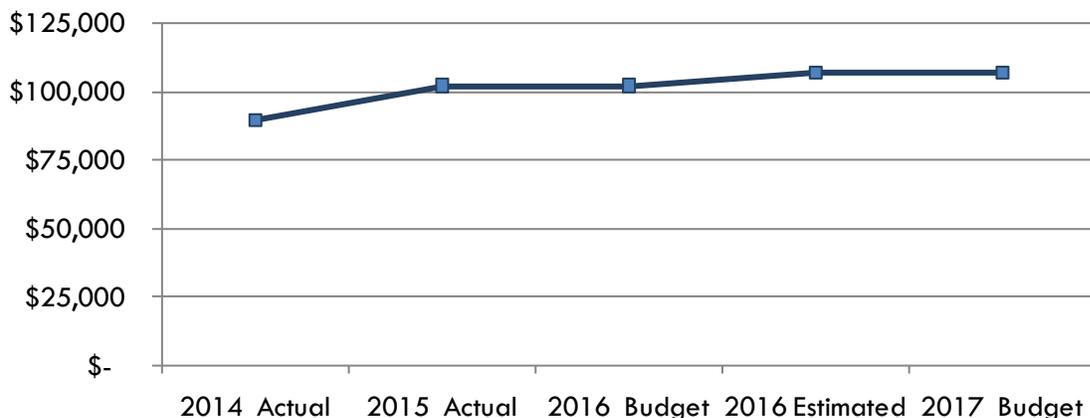
## Expenses

The contract for trash collection services was put out to bid in August 2010. A contract was awarded to Waste Management, Inc. for a five year term. The contract provides the City with the option of extending the contract for two additional 2-year terms. The City has exercised the option and the contract with Waste Management is extended until December 31, 2019.

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.

A transfer of \$51,000 (7.4% of expenses) is made to the General Fund to cover administrative costs including staff time involved in billing for services and collections of delinquent accounts as well as supplies and equipment for postage, statements, payment processing, software maintenance and other associated expenses.

## FUNDS AVAILABLE



# Trash Fund

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The Trash Fund has available funds of \$105,652. This amount does not change significantly from year to year. Potential uses of these funds at a future date include one time expenses associated with billing for services and could include software and computer upgrades for billing and collections. The 2017 Budget does not have an impact on available funds.

## **PERSONNEL**

The Trash Fund does not include any direct personnel costs. Personnel costs for trash collection services are provided through a service contract and personnel costs for billing services are included in the General Fund under the Administration Department's Finance program.

## **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.

# Trash Fund

## Revenues

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>CHARGES FOR SERVICES</b>							
215-000-00-3443	Trash Collection Charges	665,732	693,006	671,000	681,500	688,000	3%
215-000-00-3489	Penalty and Interest Charges	-	-	-	-	-	0%
		665,732	693,006	671,000	681,500	688,000	3%
<b>MISCELLANEOUS</b>							
215-000-00-3610	Interest on deposits	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL TRASH REVENUES</b>		<b>665,732</b>	<b>693,006</b>	<b>671,000</b>	<b>681,500</b>	<b>688,000</b>	<b>3%</b>

## Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 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	614,323	634,266	620,000	625,000	637,000	3%
		614,323	634,266	620,000	625,000	637,000	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	51,409	46,700	51,000	51,000	51,000	0%
		51,409	46,700	51,000	51,000	51,000	0%
<b>TOTAL TRASH EXPENDITURES</b>		<b>665,732</b>	<b>680,966</b>	<b>671,000</b>	<b>676,000</b>	<b>688,000</b>	<b>3%</b>

# **Fleet Maintenance Fund**

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# Fleet Maintenance Fund

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# Fleet Maintenance Fund

## REVENUES AND EXPENSES

	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Revenues</b>						
Charges for Services	\$ 266,850	\$ 284,362	\$ 290,375	\$ 290,375	\$ 302,250	4%
Other Financing Sources	-	-	-	800	-	0%
<b>Total Revenues</b>	<b>\$ 266,850</b>	<b>\$ 284,362</b>	<b>\$ 290,375</b>	<b>\$ 291,175</b>	<b>\$ 302,250</b>	<b>4%</b>
<b>Expenses</b>						
Personnel Services	\$ 115,876	\$ 138,149	\$ 125,475	\$ 125,475	\$ 128,125	2%
Personnel Services, Benefits	\$ 39,797	\$ 44,621	\$ 43,900	\$ 43,900	\$ 56,625	29%
Purchased Professional Svcs	398	421	1,700	1,700	1,700	0%
Purchased Property Services	973	1,475	21,000	21,000	26,000	24%
Supplies	119,880	88,659	98,300	97,800	89,800	-9%
Subtotal	276,924	273,325	290,375	289,875	302,250	4%
Capital	-	9,398	-	-	-	0%
Contingency	-	-	-	-	-	0%
<b>Total Expense</b>	<b>\$ 276,924</b>	<b>\$ 282,723</b>	<b>\$ 290,375</b>	<b>\$ 289,875</b>	<b>\$ 302,250</b>	<b>4%</b>
<b>Change in available funds</b>	<b>\$ (10,074)</b>	<b>\$ 1,639</b>	<b>\$ -</b>	<b>\$ 1,300</b>	<b>\$ -</b>	

## FUNDS AVAILABLE

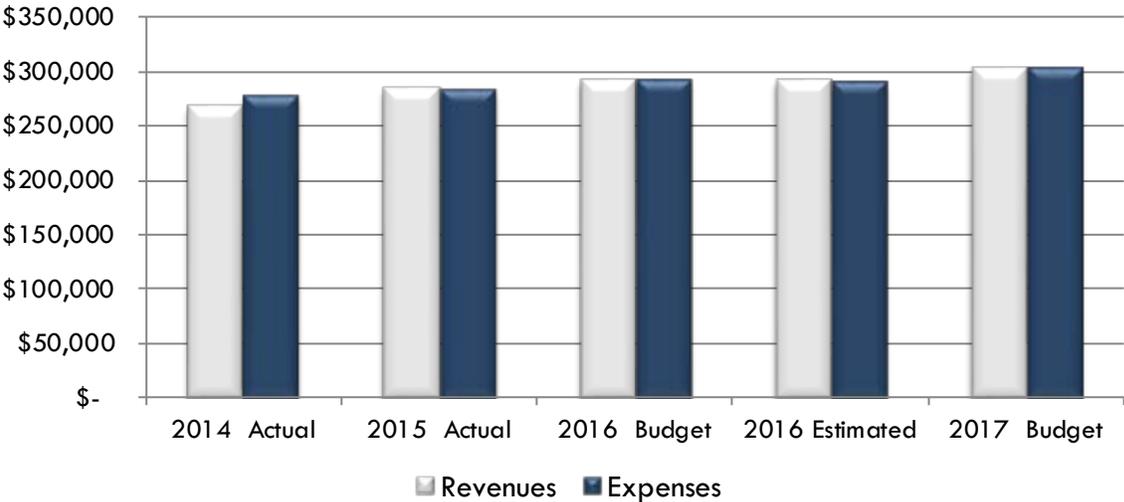
	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
<b>Beginning Funds Available</b>	<b>\$ 20,798</b>	<b>\$ 10,724</b>	<b>\$ 12,363</b>	<b>\$ 12,363</b>	<b>\$ 13,663</b>	<b>11%</b>
Net Change in available funds	(10,074)	1,639	-	1,300	-	
<b>Ending Funds Available</b>	<b>\$ 10,724</b>	<b>\$ 12,363</b>	<b>\$ 12,363</b>	<b>\$ 13,663</b>	<b>\$ 13,663</b>	<b>11%</b>
<b>Components of Funds Available</b>						
Unassigned	\$ 7,849	\$ 9,488	\$ 9,488	\$ 13,663	\$ 13,663	44%
Assigned for health insurance	\$ 2,875	\$ 2,875	\$ 2,875	\$ -	\$ -	-100%
	<b>\$ 10,724</b>	<b>\$ 12,363</b>	<b>\$ 12,363</b>	<b>\$ 13,663</b>	<b>\$ 13,663</b>	<b>11%</b>

# Fleet Maintenance Fund

## PURPOSE OF THE FUND

The Fleet Maintenance Fund is an internal service fund responsible the provision of preventative and correction maintenance on all city vehicles and equipment including administration, police services, parks, engineering, planning, recreation and public works. Operations are funded by charges to departments to recover costs associated with the provision of these services. The program consolidates vehicle repair expenses from all departments and provides a schedule for vehicle and equipment replacement to contain escalating costs for repairs.

## REVENUES AND EXPENSES



### Revenues

Revenues of \$302,250 for the Fleet Maintenance Fund are generated from charges for services from various departments within the City based on historical costs for repairs and maintenance of vehicles and mobile equipment. Revenues for 2017 are budgeted to increase 4%. The following table shows the source of revenues by department or fund for fleet maintenance.

Fleet Maintenance Charges						
Department/Fund	2014 Actual	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	% Chg.
Community Development	1,000	2,175	2,175	2,175	2,275	5%
Police Department	40,350	68,150	68,150	68,150	67,000	-2%
Parks and Recreation	32,900	30,525	31,625	31,625	37,425	18%
Public Works General Fund	122,600	124,287	125,225	125,225	133,225	6%
Community Center Fund	1,050	675	675	675	2,075	207%
Irrigation Water Fund	1,500	1,375	1,500	1,500	2,275	52%
Sewer Fund	67,450	57,175	61,025	61,025	57,975	-5%
<b>Total Fleet Maintenance Charges</b>	<b>266,850</b>	<b>284,362</b>	<b>290,375</b>	<b>290,375</b>	<b>302,250</b>	<b>4%</b>

# Fleet Maintenance Fund

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## Expenses

The City's fleet consists of approximately 124 pieces of equipment and continues to grow resulting in increased demands on fleet maintenance resources.

Expenses are budgeted to increase 4% in 2017. This increase is primarily due to a 28% increase in personnel costs and reflect conversion of two part time mechanic positions to one full time mechanic II position and the added benefits.

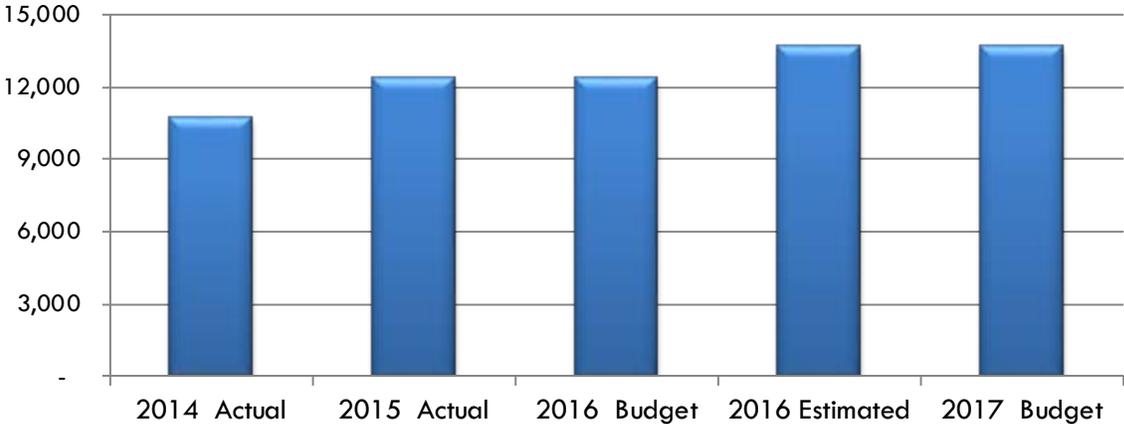
The following table shows the vehicles and mobile equipment scheduled for replacement in the 2017 Budget. The actual cost of the equipment is included in the budget for the Department/Fund benefitting from the equipment. However, Fleet Maintenance is responsible for overseeing the equipment purchases.

VEHICLES AND EQUIPMENT REPLACEMENT SCHEDULE - 2017							
Unit #	Year	Make	Description	Age	Budgeted Amount	Fund & Dept	Acct
8107	2007	Dodge	Patrol Car	10	47,125	GEN-PD	110-421-60-4742
8206	2006	Dodge	Patrol Car	11	47,125	GEN-PD	110-421-60-4742
8308	2008	Dodge	Patrol Car	9	47,125	GEN-PD	110-421-60-4742
8306	2006	Dodge	Patrol Car	11	47,125	GEN-PD	110-421-60-4742
1010	2003	GMC	4x2 Truck	14	32,000	GEN-BM	110-431-54-4742
1048	2002	Haulette	Aerial Lift-See Note 1	15	80,000	GEN-BM	110-431-54-4742
3029	2005	Dodge	4x2 Truck	12	30,250	GEN-PK	110-451-80-4742
3033	2004	John Deere	Front Mower	12	35,825	GEN-PK	110-451-80-4742
3060	2005	Dodge	4x2 Truck	12	30,250	GEN-PK	110-451-80-4742
7001	2005	Dodge	4X4 Truck	12	35,000	SWR	212-433-53-4743
<b>Total Mobile Equipment Replacements</b>					<b>\$431,825</b>		

Note 1: Replace with used bucket truck

# Fleet Maintenance Fund

## FUNDS AVAILABLE



The Fleet Maintenance Fund has projected available funds of \$13,663 at the end of 2017 and remains unchanged from the prior year. As an internal service fund, the Fleet Maintenance is not expected to generate additional income to increase available funds.

The City maintains a reserve for the Capital Equipment Replacement Fund (CERF) in the General Fund and Sewer Fund to level out expenses for vehicle and equipment replacements. An annual amount is allocated to the CERF based on projected replacement costs over the life of the equipment. This reserve helps to level out the costs for replacement of existing equipment and maintains a stable funding mechanism for the replacement.

## PERSONNEL

FLEET MAINTENANCE FUND STAFFING CHART				
	2014 Actual	2015 Actual	2016 Estimated	2017 Budget
<b>Full time employees</b>				
Mechanic II	2	2	-	1
Fleet Manager	-	-	1	1
<b>Total Full Time Employees</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>2</b>
<b>Part time employees</b>				
Mechanic I	-	-	1	-
Mechanic II	-	-	1	-
<b>Total PartTime Employees</b>	<b>-</b>	<b>-</b>	<b>2</b>	<b>-</b>
<b>Hours Summary</b>				
Full time employees	4,824	5,730	2,080	4,160
Part time employees	402	85	1,800	-
Overtime	196	196	60	30
<b>Total Hours</b>	<b>5,422</b>	<b>6,011</b>	<b>3,940</b>	<b>4,190</b>
<b>Total FTE Equivalent</b>	<b>2.61</b>	<b>2.89</b>	<b>1.89</b>	<b>2.01</b>

# Fleet Maintenance Fund

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## **2016 Accomplishments**

- The Elgin street sweeper was used as a trade-in for a new Tymco street sweeper which has been delivered and is in use.
- Four employees were sent to training for the Confined Spaces Air Monitors. The monitors are still maintained at the Fleet shop.
- Replaced one of the 2003 GMC pickups with a 2016 Ford 4x4 pickup with plow.
- Purchased a new utility truck to replace the 2004 utility truck used by sewer collections.
- Purchased one 2017 Ford Police Interceptor SUV and up-fit parts.
- The new dump truck that was ordered in early 2015 was finally delivered early 2016.
- The new Vector truck that was ordered early 2015 was finally delivered at the end of the 1st quarter of 2016. It was returned to the dealer several times until all the bid specifications were met.
- One mechanic retired but continues to work 3 days a week and one mechanic was hired to work 3 days a week.
- The fuel tank at the old Mesa County building was put into service.
- The boom and flail mower head were replaced on the Right of Way Mower.
- Gantry crane was built for the Fleet shop.

## **2017 Budget Highlights**

A Vehicle Reserve Account has been established in the General 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 a set life expectancy. The purpose of this account is to level out vehicle and equipment replacement expenses from year to year

In 2017, 4 police patrol cars, 4 pickup trucks, 1 mower, and an aerial man lift are scheduled to be replaced. Each of these pieces of equipment are planned to be replaced with newer equipment that is equivalent to the existing with the exception of the aerial lift. The existing 2002 aerial lift was acquired as a used vehicle as sees limited hours. For this reason, it is planned to replace it with a used bucket truck that can be shared by Public Works and Parks Departments to serve a wider variety of needs.

## **Goals and Objectives**

The Fleet Maintenance Program expects to complete routine service on all City vehicles and complete proper repairs on all vehicle deficiencies, thereby maintaining a reliable fleet of vehicles.

# Fleet Maintenance Fund

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## Revenues

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b><u>CHARGES FOR SERVICES</u></b>							
220-000-00-3481	Vehicle Repair Charges	266,850	284,362	290,375	290,375	302,250	4%
		266,850	284,362	290,375	290,375	302,250	4%
<b><u>OTHER FINANCING SOURCES</u></b>							
220-000-00-3960	Insurance Payments	-	-	-	800	-	0%
		-	-	-	800	-	0%
<b>TOTAL FLEET MAINTENANCE REVENUES</b>		<b>266,850</b>	<b>284,362</b>	<b>290,375</b>	<b>291,175</b>	<b>302,250</b>	<b>4%</b>

# Fleet Maintenance Fund

## Expenses

Account	Description	2014 Actual	2015 Actual	2016 Adopted	2016 Estimated	2017 Budget	% Change
<b>PERSONNEL SERVICES, SALARIES</b>							
220-431-90-4113	Salaries, Public Works	105,078	127,182	96,375	96,375	115,100	19%
220-431-90-4120	Salaries, Part time	5,132	10,781	26,700	26,700	11,225	-58%
220-431-90-4130	Overtime	5,666	186	2,400	2,400	1,800	-25%
		115,876	138,149	125,475	125,475	128,125	2%
<b>PERSONNEL SERVICES, BENEFITS</b>							
220-431-90-4210	Health Insurance	23,224	26,349	25,800	25,800	38,000	47%
220-431-90-4220	FICA Payroll Expense	6,975	8,292	7,775	7,775	7,950	2%
220-431-90-4221	Medicare Payroll Expense	1,631	1,939	1,825	1,825	1,875	3%
220-431-90-4230	Retirement Contribution	4,720	5,633	5,125	5,125	5,200	1%
220-431-90-4250	Unemployment Insurance	347	408	375	375	400	7%
220-431-90-4260	Workers Compensation Ins	2,900	2,000	3,000	3,000	3,200	7%
		39,797	44,621	43,900	43,900	56,625	29%
<b>PURCHASED PROFESSIONAL SERVICES</b>							
220-431-90-4310	Professional Development	398	421	1,700	1,700	1,700	0%
		398	421	1,700	1,700	1,700	0%
<b>PURCHASED PROPERTY SERVICES</b>							
220-431-90-4430	Service Contracts	940	799	1,000	1,000	1,000	0%
220-431-90-4435	Vehicle Repair and Maint	33	676	20,000	20,000	25,000	25%
220-431-90-4442	Equipment Rental	-	-	-	-	-	0%
		973	1,475	21,000	21,000	26,000	24%
<b>SUPPLIES</b>							
220-431-90-4610	Office Supplies	234	123	500	500	900	80%
220-431-90-4612	Supplies and Equipment	117,359	87,681	89,000	89,000	84,000	-6%
220-431-90-4626	Gas and Oil	1,511	152	1,000	500	1,000	0%
220-431-90-4660	Tools	-	-	7,000	7,000	3,000	-57%
220-431-90-4661	Uniforms	776	703	700	700	800	14%
220-431-90-4662	Safety Equipment	-	-	100	100	100	0%
		119,880	88,659	98,300	97,800	89,800	-9%
<b>CAPITAL</b>							
220-431-90-4742	Mobile Equipment	-	-	-	-	-	0%
220-431-90-4743	Furniture and Equipment	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>CONTINGENCY</b>							
220-431-90-4850	Contingency	-	-	-	-	-	0%
		-	-	-	-	-	0%
<b>TOTAL FLEET MAINTENANCE EXPENDITURES</b>		<b>276,924</b>	<b>273,325</b>	<b>290,375</b>	<b>289,875</b>	<b>302,250</b>	<b>4%</b>