



**FRUITA CITY COUNCIL
AUGUST 18, 2020
7:00 P.M.**

Public Link to Meeting

When: August 18, 2020 7:00 PM Mountain Time (US and Canada)

Topic: City Council Meeting – 8/18/2020

The link to join the meeting electronically will be posted on 8/18/20 prior to the meeting at www.fruita.org/covid19 under City Council meetings. You may also contact the City of Fruita at (970) 858-3663 for information to connect to the meeting.

- 1. CALL TO ORDER AND ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. AGENDA - ADOPT/AMEND**
- 4. PROCLAMATIONS AND PRESENTATIONS**
 - A. PRESENTATION** – Family Health West President and CEO Dr. Korrey Klein, MD, will present an update
- 5. PUBLIC PARTICIPATION**

This section is set aside for the City Council to LISTEN to comments by the public regarding items that do not otherwise appear on this agenda. Generally, the City Council will not discuss the issue and will not take an official action under this section of the agenda. **Please limit comments to a three-minute period.**
- 6. CONSENT AGENDA**

These are items where all conditions or requirements have been agreed to or met prior to the time they come before the Council for final action. These items will be approved by a single motion of the Council. Members of the Council may ask that an item be removed from the consent section and fully discussed. All items not removed from the consent section will then be approved. A member of the Council may vote no on specific items without asking that they be removed from the consent section for full discussion. Any item that is removed from the consent agenda will be placed at the end of the regular agenda.

 - A. MINUTES** - A request to approve the minutes of the August 4, 2020 Regular City Council Meeting (Virtual)
 - B. BOARDS AND COMMISSIONS APPOINTMENTS** -
 - 1) **PLANNING COMMISSION APPOINTMENTS:**

- a) A request to appoint JP Nisley as a regular member from that of an alternate member to the Planning Commission to fulfill an unexpired term plus an additional three-year term to expire in April of 2024
 - b) A request to appoint Laura Simcik as an Alternate Member of the Planning Commission to fulfill an unexpired term plus an additional three-year term to expire in June of 2025
 - c) A request to appoint Chelsee Uriguen to the Planning Commission for a three-year term to expire in August of 2023
- 2) POLICE COMMISSION APPOINTMENT:
- a) A request to appoint James Jackson to the Police Commission to fulfill an unexpired term plus an additional three-year term to expire in December of 2023
- 3) DOWNTOWN ADVISORY BOARD APPOINTMENT:
- a) A request to appoint Ashley Rogers to the Downtown Advisory Board to fulfill an unexpired term plus an additional three-year term to expire in February of 2024
- 4) HISTORIC PRESERVATION BOARD APPOINTMENTS:
- a) A request to appoint Brian Lochlaer to the Historic Preservation Board for a three-year term to expire in August of 2023
 - b) A request to appoint Andrea Withrow to the Historic Preservation Board to fulfill an unexpired term plus an additional three-year term to expire in September of 2024
- 5) ARTS AND CULTURE BOARD APPOINTMENT:
- a) A request to appoint Giselle Genova to the Arts and Culture Board to fulfill an unexpired term plus an additional three-year term to expire in November of 2024

C. FINANCIAL REPORT – A request to approve the July 2020 Financial Report

7. PUBLIC HEARINGS

Public hearings are held to obtain input from the public on various items. Public hearings are either Legislative in nature or Quasi-Judicial in nature. **Public Input** is limited to 3 minutes per person. People speaking should step up to the microphone and state their name and address. Speakers should be to the point and try not to repeat the points others have made. Each is described as follows:

- **LEGISLATIVE** – Legislative public hearings are held when the City Council is considering an item that establishes legislation such as an ordinance amending or establishing laws of the city. Interactions by members of the public with the City Council or individual members is permissible on items of a legislative nature.
- **ORDINANCES** - After introduction of an Ordinance (First Reading), a public hearing date is set and notice of the hearing is published in the newspaper. Staff presents the ordinance on Second Reading and the hearing is opened to the public for public input. After comments from the public, the Mayor will close the hearing and bring the Ordinance back to the City Council for discussion and potential action. The Council will make a motion to approve the Ordinance or take no action. In the event the ordinance is approved, it will become effective 30 days after adoption.
- **QUASI-JUDICIAL** – Quasi-judicial public hearings are held when the City Council is acting in a judicial or judge like manner and a person with a legitimate interest is entitled to an impartial decision made on the basis of information presented and laws in effect. Quasi-judicial hearings are commonly held for land use hearings and liquor license hearings. Since the City Council is acting in a fair and impartial manner, it is NOT permissible for City Council members to have any ex-parte communication (contact between the applicant, members of the public, or among other members of the City Council) outside of the Public Hearings and meetings on the subject application. The City Council must limit its consideration to matters which are placed into evidence and are part of the public record. Quasi-judicial hearings are held in the following manner:
 - 1) **Staff presentation** (15 minutes max) Staff will present the comments and reports received from review agencies and offer a recommendation.
 - 2) **Applicant Presentation** (15 minutes max) The petitioner is asked to present the proposal. Presentations should be brief and to the point and cover all of the main points of the project.
 - 3) **Public Input** (limit of 3 minutes per person) Speakers must step up to the microphone and state their name and address. Speakers should be to the point and try not to repeat the points others have made.
 - 4) **The public hearing is closed to public comments.**
 - 5) **Questions from the Council.** After a Council member is recognized by the Mayor, they may ask questions of the staff, the applicant, or the public.
 - 6) **Make a motion.** A member of the City Council will make a motion on the issue.
 - 7) **Discussion on the motion.** The City Council may discuss the motion.
 - 8) **Vote.** The City Council will then vote on the motion.

8. ADMINISTRATIVE AGENDA

- A. 1) Gallagher Amendment Stabilization Ballot Question Discussion –*Paul Wisor, City Attorney*

9. CITY MANAGER’S REPORT

10. COUNCIL REPORTS AND ACTIONS

- A. Council Reports and Actions

- B. EXECUTIVE SESSION – Discussion and possible action to consider a motion to convene in Executive Session regarding personnel issues under C.R.S. Section 24-6-402(4)(f) for the City Attorney formal review

11. ADJOURN



FRUITA
COLORADO

AGENDA ITEM COVER SHEET

TO: FRUITA CITY COUNCIL AND MAYOR

FROM: MIKE BENNETT, CITY MANAGER

DATE: AUGUST 18, 2020

**RE: PRESENTATION – A PRESENTATION FROM FAMILY HEALTH WEST
PRESIDENT AND CEO DR. KORREY KLEIN, MD**

BACKGROUND

Dr. Klein, President and CEO of Family Health West, will provide the Council with an update.

No action is necessary.

**FRUITA CITY COUNCIL
VIRTUAL MEETING
AUGUST 4, 2020
5:00 P.M.**

1. CALL TO ORDER AND ROLL CALL

Mayor Kincaid called the Regular Meeting of the Fruita City Council to order at 7:00 p.m. The meeting was held with virtual access provided through Zoom.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

Present via teleconference:

Mayor Joel Kincaid
Mayor Pro Tem Lori Buck
City Councilor Heather O'Brien
City Councilor Kyle Harvey
City Councilor Matthew Breman
City Councilor Karen Leonhart

Note: Councilor Ken Kreie experienced technical difficulties logging in to the Zoom meeting at 7:00 p.m. but was successful at joining the meeting at 7:02 p.m.

Excused Absent:

City Manager Mike Bennett

Also present via teleconference:

City Clerk/Finance Director Margaret Sell
Deputy City Clerk Deb Woods
Management Analyst Shannon Vassen
Planning & Development Director Dan Caris
Code Enforcement Officer David Oliver
City Planner Henry Hemphill
City Attorney Paul Wisor
Grand Valley Interfaith Network President Rev. Dr. Carla Ryan
Create Real Growth President Carlene Goldthwaite
JJW Holdings, LLC Managing Member Jeremiah Windscheffel (506 E. Pabor and 221 N. Elm Vacation Rentals by Owner)
Members of the public

3. AGENDA – ADOPT/AMEND

Mayor Kincaid asked if there had been any additions or changes to the agenda. Deputy City Clerk Deb Woods confirmed that there had been none.

- **COUNCILOR LEONHART MOVED TO APPROVE THE AGENDA AS PRESENTED. COUNCILOR BREMAN SECONDED THE MOTION. THE MOTION PASSED WITH SIX YES VOTES.**

4. PROCLAMATIONS AND PRESENTATIONS

- A. PROCLAMATION – PROCLAIMING AUGUST 3 – 9, 2020 AS THE “3RD ANNUAL INTERFAITH AWARENESS WEEK” IN THE CITY OF FRUITA TO BE ACCEPTED BY GRAND VALLEY INTERFAITH NETWORK (GVIN) PRESIDENT, REVEREND DR. CARLA RYAN AND CREATE REAL GROWTH PRESIDENT, CARLENE GOLDTHWAITE**

Councilor Harvey read the Proclamation. Carlene Goldthwaite is a member of the Grand Valley Interfaith Network (GVIN) and thanked Councilor Harvey for being instrumental in bringing the Proclamation to the Fruita City Council. She acknowledged Reverend Dr. Carla Ryan, the President of the organization who was also present as a panelist in the meeting. Carla accepted the Proclamation on behalf of the GVIN and made a statement about the importance of religious freedoms for all.

5. PUBLIC PARTICIPATION

Mayor Kincaid gave attendees who had joined the meeting virtually instructions on how to submit public comments. Shannon Vassen confirmed that there were no comments from the public.

6. CONSENT AGENDA

- A. MINUTES - A REQUEST TO APPROVE THE MINUTES OF THE JULY 21, 2020 REGULAR CITY COUNCIL MEETING**
- B. LIQUOR LICENSE RENEWAL – A REQUEST TO APPROVE THE RENEWAL OF A FERMENTED MALT BEVERAGE (FMB) LIQUOR LICENSE FOR CITY MARKET #13 LOCATED AT 135 S PLUM ST.**
- C. LIQUOR LICENSE RENEWAL – A REQUEST TO APPROVE THE RENEWAL OF A BEER AND WINE – MALT AND VINOUS LIQUOR LICENSE FOR MUNCHIES PIZZA & DELI, LLC LOCATED AT 550 KOKOPELLI BLVD.**
- D. ONE RIVERFRONT APPOINTMENTS – A REQUEST TO APPROVE THE APPOINTMENTS OF J. FRED BARBERO, RONDO BUECHELER, JOEL SHOLTES AND JENNIFER REYES TO THE ONE RIVERFRONT FOR THREE-YEAR TERMS EACH TO EXPIRE IN 2023 AND THE**

APPOINTMENT OF DAVID DEKEYSER TO A MID-YEAR TERM (IN THE EVENT A VACANCY OCCURS BEFORE A TERM EXPIRES)

E. RESOLUTION 2020-29 – APPROVING THE FINAL RELEASE OF THE SUBDIVISION IMPROVEMENTS AGREEMENT FOR THE BRANDON ESTATES FILING 3, PHASE 2D SUBDIVISION

Mayor Kincaid opened the public hearing on the Consent Agenda. Mr. Vassen confirmed that he did not see any members of the public asking to comment. Mayor Kincaid closed the public hearing and invited the Council to ask questions, comment, remove Consent items for further discussion or make a motion to approve.

- **COUNCILOR O'BRIEN MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. COUNCILOR BREMAN SECONDED THE MOTION. THE MOTION PASSED WITH SIX YES VOTES.**

7. PUBLIC HEARINGS

A. LEGISLATIVE HEARINGS

1) ORDINANCE 2020-02 – SECOND READING – AMENDING CHAPTER 28 OF TITLE 2 AND CHAPTER 11 OF TITLE 9 OF THE FRUITA MUNICIPAL CODE TO PROVIDE FOR MORE EFFICIENT ENFORCEMENT OF AND MONETARY PENALTIES RELATED TO PUBLIC NUISANCE VIOLATIONS – DAN CARIS, PLANNING AND DEVELOPMENT DIRECTOR

Planning and Development Director Dan Caris introduced Code Enforcement Officer Dave Oliver, who gave staff's PowerPoint presentation on Ordinance 2020-02.

Mr. Oliver outlined the current Civil Summons Complaint process that staff must go through to resolve public nuisance issues pertaining to junk and weeds in the City, which can take up to eight weeks or more and is costly to the City in attorney fees and court costs. Many issues also require approval of the City Council before staff can proceed. For these reasons, staff is proposing Ordinance 2020-02, which will enact a process that will incorporate potential fines and billing homeowners for clean-up. The Ordinance will also allow the City to ultimately file a tax lien on a property that is non-compliant.

Mr. Oliver explained how the proposed amendments to the Code will provide for more efficient and less costly enforcement of public nuisance issues involving weeds and junk and will still allow a homeowner to have their right to be heard in court should there be any kind of disagreement between the parties involved.

City Attorney Paul Wisor advised that the City would not be taking away anyone's property rights as the Ordinance fully counts for that; it simply accelerates the administrative process from a month or two down to around fifteen days and gets rid of the provision that the Council needs to take

action before staff can be proactive on a week or junk issue. He added that the Ordinance will also identify weeds as a public nuisance as they currently are not listed as such in the existing Municipal Code. Mr. Wisor concluded that from a legal standpoint, the proposed process contained in Ordinance 2020-02 is far more efficient and in line with what many other communities are doing today.

Mayor Kincaid opened the public hearing. Hearing no comments from the public, he referred the matter to the Council.

- **COUNCILOR LEONHART MOVED TO APPROVE ORDINANCE 2020-02 – SECOND READING - AMENDING CHAPTER 28 OF TITLE 2 AND CHAPTER 11 OF TITLE 9 OF THE FRUITA MUNICIPAL CODE TO PROVIDE FOR MORE EFFICIENT ENFORCEMENT OF AND MONETARY PENALTIES RELATED TO PUBLIC NUISANCE VIOLATIONS. COUNCILOR BUCK SECONDED THE MOTION. THE MOTION PASSED WITH SIX YES VOTES.**

- 2) **RESOLUTION 2020-33 – APPROVING A SUPPLEMENTAL BUDGET APPROPRIATION FOR THE 2020 BUDGET TO APPROPRIATE ADDITIONAL FUNDS FOR THE NORTH FRUITA DESERT SURVEY WORK AND FOR COVID-19 PANDEMIC RELATED EXPENSES – MARGARET SELL, FINANCE DIRECTOR**

Finance Director/City Clerk Margaret Sell explained that the proposed Budget Amendment would appropriate funds for the 2020 Budget for the following purposes:

- 1) The City has been awarded a grant from Colorado Parks and Wildlife in the amount of \$20,065 to perform cultural and paleontological survey work in the North Fruita Desert. These funds are matched with \$1,400 from the City in existing budgeted funds, and \$7,200 from the Bureau of Land Management of matching funds for the paleontological survey work (including consultation, field work and final report) for a total project cost of \$28,665.
- 2) The City of Fruita has received a grant administered through the Department of Local Affairs of \$1,162,000 for reimbursement of expenses related to facilitating compliance with COVID-19-related health measures which are necessary expenditures incurred due to the public health emergency with respect to COVID-19 and were not accounted for in the budget approved as of March 27, 2020 and expended between March 1 and December 30, 2020. Expenses incurred and anticipated to be spent prior to the end of the year include expenses for:
 - (a) Additional disinfection, cleaning and other health and safety measures for city operations during the COVID pandemic for the purpose of protecting the health and safety of city employees and the general public
 - (b) Information technology equipment to facilitate remote operations to conduct city business
 - (c) Project expenses. Potential projects include:

- (i) Assisting local businesses with common areas/community spaces that maintain social distancing for businesses and food services
- (ii) Grant programs to assist with additional expenses incurred due to COVID requirements
- (iii) Assisting schools with social distancing requirements
- (iv) Food supplies for members of the public who have been adversely impacted by the pandemic
- (v) Enhanced communications regarding COVID and health and safety measures

Mayor Kincaid opened the public hearing. Hearing no comments from the public, he referred the agenda item to the Council.

- **COUNCILOR KREIE MOVED TO ADOPT RESOLUTION 2020-33 – PROVIDING FOR A SUPPLEMENTAL APPROPRIATION FOR THE 2020 BUDGET TO APPROPRIATE ADDITIONAL FUNDS FOR COVID-19 PANDEMIC-RELATED EXPENSES AND THE NORTH FRUITA DESERT SURVEY WORK. COUNCILOR BUCK SECONDED THE MOTION. THE MOTION PASSED WITH SIX YES VOTES.**

B. QUASI-JUDICIAL HEARINGS

- 1) **RESOLUTION 2020-30 – APPROVING A CONDITIONAL USE PERMIT TO OPERATE A VACATION RENTAL BY OWNER (BED & BREAKFAST) IN A COMMUNITY RESIDENTIAL ZONE LOCATED AT 506 E PABOR AVENUE – HENRY HEMPHILL, CITY PLANNER**

City Planner Henry Hemphill gave staff's PowerPoint presentation on Resolution 2020-30, which included a project overview, review of Land Use Code requirements pursuant to Section 17.07.070(A) Supplemental Zoning Regulations and Standards and Section 17.13.040 Conditional Uses and legal notice details.

Staff received no written comments regarding the application and the Planning Commission recommended approval to the City Council on the Consent Agenda by a vote of five to zero at their meeting of July 14, 2020.

Conditions of approval by Staff include:

- Lodger's tax be paid to the City of Fruita pursuant to Chapter 3.18 of the Fruita Municipal Code
- Maintain a current City of Fruita business license
- Limited to two (2) bedrooms (the number of bedrooms that the dwelling unit contains)
- All bedrooms shall contain fire and carbon monoxide alarms
- Annual review of the Conditional Use Permit (CUP) by the Fruita Code Compliance Officer
- Compliance with all laws and regulations as applicable

Staff recommends approval of Resolution 2020-30 as all approval criteria for Conditional Use Permits and Supplemental Zoning Standards and Regulations either are or can be met.

Property owner and applicant Jeremiah Windscheffel, 1880 L Road in Fruita, was present as the applicant's representative for the proposal for the CUP. He noted that this would be his second VRBO in Fruita; he currently has one at 282 N. Mulberry Street, which began operations in February of this year but had to shut down until just recently due to the COVID-19 pandemic.

Mr. Windscheffel stated that his application has met all the criteria in the City's Land Use Code and therefore, he was requesting approval by the City Council.

Mayor Kincaid opened the public hearing. Hearing no comments, he closed the public hearing.

Mayor Kincaid pointed out that Staff's presentation illustrated that the legal notice was posted on July 24, 2020 and Mr. Hemphill corrected it, stating that this was a typo that should have read, "June 24, 2020."

Mayor Kincaid referred the agenda item to the Council for their questions or comments.

Councilor Leonhart pointed out that if this and the next agenda item were approved by the Council, that would mean that Mr. Windscheffel would then have three (3) VRBOs in Fruita. She asked him to provide a little more information about himself to the Council.

Mr. Windscheffel stated that he was trying to invest in Fruita by buying properties that are somewhat distressed and fixing them up. He said that he and his wife love Fruita, and even though they live just outside of city limits, they want to promote Fruita to visitors, keep their money here and be able to manage their properties from nearby.

Councilor Leonhart asked Mr. Windscheffel if he had considered providing affordable long-term rentals in the City and Mr. Windscheffel responded that he had just spoken with the Planning Department about another project to do that; but he wasn't able to come to an agreement on that property.

Mr. Windscheffel said he is in communication with the neighbors of his VRBOs; that they all seem to be happy with what he is doing and that he has received no complaints.

- **COUNCILOR KREIE MOVED TO APPROVE RESOLUTION 2020-30 - A CONDITIONAL USE PERMIT TO OPERATE A VACATION RENTAL BY OWNER (BED & BREAKFAST) IN A COMMUNITY RESIDENTIAL ZONE LOCATED AT 506 E PABOR AVENUE. COUNCILOR BREMAN SECONDED THE MOTION. THE MOTION PASSED WITH SIX YES VOTES.**

- 2) **RESOLUTION 2020-31 – APPROVING A CONDITIONAL USE PERMIT TO OPERATE A VACATION RENTAL BY OWNER (BED & BREAKFAST) IN A COMMUNITY RESIDENTIAL ZONE LOCATED AT 221 N ELM STREET – HENRY HEMPHILL, CITY PLANNER**

City Planner Henry Hemphill gave staff's PowerPoint presentation on Resolution 2020-31, which included a project overview, review of Land Use Code requirements pursuant to Section 17.07.070(A) Supplemental Zoning Regulations and Standards and Section 17.13.040 Conditional Uses and legal notice details.

Staff received no written comments regarding the application and the Planning Commission recommended approval to the City Council on the Consent Agenda by a vote of five to zero at their meeting of July 14, 2020.

Conditions of approval by Staff include:

- Lodger's tax be paid to the City of Fruita pursuant to Chapter 3.18 of the Fruita Municipal Code
- Maintain a current City of Fruita business license
- Limited to two (2) bedrooms (the number of bedrooms that the dwelling unit contains)
- All bedrooms shall contain fire and carbon monoxide alarms
- Annual review of the Conditional Use Permit (CUP) by the Fruita Code Compliance Officer
- Compliance with all laws and regulations as applicable
- Certificate of Occupancy be issued before the business becomes operational

Mr. Hemphill explained that there was one difference between this application and the previous one - staff is placing an additional condition on this application that due to the house currently undergoing a remodel, the property cannot be rented out until a Certificate of Occupancy has been issued by the City of Fruita and the Mesa County Building Department. After the interior remodel is complete, Fruita City Staff gives the okay and then the Mesa County Building Department will do an inspection to make sure it is safe to occupy.

Staff recommends approval of Resolution 2020-31 as all approval criteria for Conditional Use Permits and Supplemental Zoning Standards and Regulations either are or can be met.

Mr. Jeremiah Windscheffel, property owner and applicant, stated that his earlier comments for the previous application would apply to this property as well; this is also a distressed property that has been sitting for quite a while with a "for sale" sign out front and Mr. Windscheffel said that he is fixing up things in the neighborhood that have previously been an eyesore with the purpose of turning it into a Vacation Rental by Owner.

Mayor Kincaid opened the public hearing. Hearing no comments, he closed the public hearing and referred the matter to the City Council.

Councilor O'Brien wondered about concerns of neighbors in residential areas that have VRBOs such as loud partying or illegal/illicit activities and what the process would be for those neighbors.

Mayor Kincaid explained that if it were a noise or other nuisance complaint, the initial contact would be the Fruita Police Department. He added that part of the normal process for VRBOs is to make sure the applicant/property owner has a way for neighbors to contact them in case of a problem or emergency.

Mr. Windscheffel affirmed that he has regulations posted at his short-term rentals that include (but are not limited to) no parking on the street, no smoking, music out back only and when “quiet times” need to be observed. He said these rules are also listed on his website under each property listed and that his neighbors know how to get in touch with him should they need to, citing a recent example of when an irrigation leak prompted a neighbor to call him.

- **COUNCILOR BREMAN MOVED TO APPROVE RESOLUTION 2020-31 - APPROVING A CONDITIONAL USE PERMIT TO OPERATE A VACATION RENTAL BY OWNER (BED & BREAKFAST) IN A COMMUNITY RESIDENTIAL ZONE LOCATED AT 221 N ELM STREET. COUNCILOR BUCK SECONDED THE MOTION. THE MOTION PASSED WITH SIX YES VOTES.**

8. ADMINISTRATIVE AGENDA

There were no Administrative Agenda items on the Agenda.

9. CITY MANAGER’S REPORT

As Acting City Manager in Mike Bennett’s absence, Margaret Sell had nothing to report.

10. COUNCIL REPORTS AND ACTIONS

- A. RESOLUTION 2020-32 – ADOPTING A BOARDS AND COMMISSIONS POLICY TO PROVIDE GENERAL GUIDANCE AND UNIFORMITY FOR BOARDS AND COMMISSIONS OF THE CITY – MARGARET SELL, CITY CLERK/FINANCE DIRECTOR**

City Clerk/Finance Director and Acting City Manager Margaret Sell noted that at the Council workshop the previous week, there was considerable discussion about various provisions relating to the appointment of Boards and Commissions members and that she had tried to tie all the Council’s comments together in the draft policy document that was included in the Council packet.

Mrs. Sell noted that the policy addresses term limits that would apply to anyone appointed after August 1, 2020, meaning that if someone was appointed prior to August 1st and has served in excess of six years (two three-year terms), they would still have the option to serve two more (three-year) terms.

The new policy’s provisions also address nepotism, serving on multiple Boards and Commissions and details concerning the advertisement of vacancies.

Mrs. Sell asked the Council to provide her with direction on whether or not the draft policy contained the provisions that the Council wanted. She mentioned that because there are some aspects that vary from board to board such as whether an interview is required or whether a board member must be a resident of Fruita, staff would be working on compiling a *Boards and Commissions Handbook* next year that would contain that sort of information as well as each board’s purpose, by-laws and membership requirements, among other things.

Staff and the City Council had extensive discussion about some of the Boards and Commissions policies such as:

- City employees and their relatives cannot serve on Boards and Commissions of the City (Councilor Breman was in opposition of this while Councilors Buck, Leonhart, Kreie, O'Brien and Harvey were in favor of it)
- Whether or not interviews should be required for all applicants of all Boards and Commissions (Mayor Kincaid and Councilor Buck stated that they felt that the Mayor and Council Liaison should have the flexibility to decide whether or not an interview would be required while Councilor Breman wanted the same rules to apply to all applicants of all boards)
- The City should encourage applicants to attend a board meeting prior to submitting an application (Mrs. Sell stated she would add language in the policy to address this)

Mrs. Sell outlined the changes she would make to the Boards and Commissions Policy pursuant to the City Council's direction as follows:

- Under **Section A. General Provisions**, she would add language that applicants are encouraged to attend a meeting of the board for which they are applying prior to submitting an application for appointment.
- Under **Section A. General Provisions**, she would add language that interviews *may* be required (because some boards require them while others do not).
- Under **Section G. City Council Liaison**, she would add language that candidates would be interviewed based on the requirements of each Board and Commission.
- **COUNCILOR O'BRIEN MOVED TO APPROVE RESOLUTION 2020-32 WITH THE AMENDMENTS MENTIONED BY CITY CLERK/FINANCE DIRECTOR MARGARET SELL. COUNCILOR LEONHART SECONDED THE MOTION. THE MOTION PASSED WITH SIX YES VOTES.**

B. COUNCIL REPORTS AND ACTIONS

COUNCILOR MATTHEW BREMAN

Matthew stated that the Grand Junction Economic Partnership (GJEP) would not be meeting until the following week so he did not have anything to report yet.

COUNCILOR KAREN LEONHART

Karen reported that the "Fruita for Equality" group is moving ahead with their event on September 12, 2020 and she would have more information about this later.

COUNCILOR KEN KREIE

Ken reported that the Downtown Advisory Board would be meeting the following week and that he has not been able to attend an Associated Governments of Northwestern Colorado (AGNC) meeting.

COUNCILOR HEATHER O'BRIEN

Heather noted that the Planning Commission would be meeting on August 11, 2020, but reported that she attended a Parks and Recreation Advisory Board meeting the previous night and the members discussed how much revenues are down at the Fruita Community Center (FCC) and for the Recreation Department. They are working on the 2021 Budget and applying for a Colorado Department of Transportation (CDOT) grant for wayfinding improvements. Palisade, Grand Junction and Fruita are all competing for the same grant at the same time. The Parks and Recreation Department was thinking of closing the indoor pool on September 7th for re-plastering, but now wants to instead schedule it for August 17th to coordinate with the date that kids are going back to school. Once the indoor pool is completely re-plastered, Staff will reopen the indoor pool and close the outdoor pool.

Heather also reported that the Youth Action Council started back up and there are about 20 kids that are signed up to participate.

MAYOR PRO TEM LORI BUCK

Lori reported that at the Grand Valley Regional Transportation Committee (GVRTC) meeting, they had a board orientation and she thinks Mike (Bennett) forwarded all the information about it to the Mayor and Council. She said there were some interesting statistics at the end of it.

COUNCILOR KYLE HARVEY

Kyle reported that his meetings are forthcoming.

MAYOR JOEL KINCAID

Joel stated that his meetings are also coming up. He did report that he and the Council Liaisons to Boards and Commissions would be conducting interviews of several applicants over the next couple of weeks to fill vacancies. Heather thanked the Mayor for spending the time to conduct the interviews.

With no further business before the Council, the meeting was adjourned at 8:24 p.m.

Respectfully submitted,

Debra Woods
Deputy City Clerk
City of Fruita



FRUITA
COLORADO

AGENDA ITEM COVER SHEET

TO: FRUITA CITY COUNCIL

FROM: DEPUTY CITY CLERK DEBRA WOODS FOR MAYOR KINCAID AND COUNCILOR O'BRIEN

DATE: AUGUST 18, 2020

RE: PLANNING COMMISSION APPOINTMENTS – A REQUEST TO APPROVE THE APPOINTMENTS OF:

- **JP KNISLEY AS A REGULAR MEMBER FROM THAT OF AN ALTERNATE MEMBER TO THE PLANNING COMMISSION TO FULFILL AN UNEXPIRED TERM PLUS AN ADDITIONAL THREE-TERM TO EXPIRE IN APRIL OF 2024**
- **LAURA SIMCIK AS AN ALTERNATE MEMBER OF THE PLANNING COMMISSION TO FULFILL AN UNEXPIRED TERM PLUS AN ADDITIONAL THREE-YEAR TERM TO EXPIRE IN JUNE OF 2025**
- **CHELSEE URIGUEN TO THE PLANNING COMMISSION FOR A THREE-YEAR TERM TO EXPIRE IN AUGUST OF 2023**

BACKGROUND

In June of 2020, Planning Commission members Cullen Purser and Doug Van Etten resigned from the Planning Commission, therefore creating two vacancies.

City staff advertised the two vacancies on the City's website and on its Facebook page from June 25 through July 31, 2020. There was also word-of-mouth recruitment by Council, staff and Boards and Commission members. These advertising methods resulted in four (4) applications for the Planning Commission being received by City staff.

Interviews of all four applicants were scheduled and conducted by Mayor Kincaid and Council Liaison to the Planning Commission Heather O'Brien via Zoom meetings on August 7 and August 10, 2020. After completing the interviews, Mayor Kincaid and Councilor O'Brien both

recommend the following appointments to the Planning Commission:

- JP Nisley to the Planning Commission as a regular member from that of an alternate member to fulfill an unexpired term plus an additional three-year term to expire in April of 2024
- Chelsee Uriguen to the Planning Commission for a three-year term to expire in August of 2023
- Laura Simcik to the Planning Commission as an alternate member to fulfill an unexpired term plus an additional three-year term to expire in June of 2025

If the above applicants are appointed, there will be no remaining vacancies on the Planning Commission and in addition, the board will retain a total of two alternate members (Whitney Rink and Laura Simcik).

City staff has prepared regret letters (to be signed by Mayor Kincaid) to the two applicants who were not chosen to thank them for submitting their applications and let them know that their applications will be kept on file for future consideration.

FISCAL IMPACT

N/A

APPLICABILITY TO CITY GOALS AND OBJECTIVES

Boards and Commissions provide valuable input to the City and help establish goals and objectives. They provide a link between citizens of Fruita and city government.

OPTIONS AVAILABLE TO THE COUNCIL

1. Appoint:
 - JP Nisley to the Planning Commission as a regular member from that of an alternate member to fulfill an unexpired term plus an additional three-year term to expire in April of 2024
 - Chelsee Uriguen to the Planning Commission for a three-year term to expire in August of 2023
 - Laura Simcik to the Planning Commission as an alternate member to fulfill an unexpired term plus an additional three-year term to expire in June of 2025
2. Instruct staff to publish a notice of vacancies and repeat the interview process.

RECOMMENDATION

It is the recommendation of Mayor Kincaid and Councilor O'Brien that the following appointments be made:

- JP Nisley to the Planning Commission as a regular member from that of an alternate member to fulfill an unexpired term plus an additional three-year term to expire in April of 2024
- Chelsea Uriguen to the Planning Commission for a three-year term to expire in August of 2023
- Laura Simcik to the Planning Commission as an alternate member to fulfill an unexpired term plus an additional three-year term to expire in June of 2025



**CITY OF FRUITA
BOARDS AND COMMISSIONS
MEMBERSHIP APPLICATION**

BOARD OR COMMISSION: Planning Commission

NAME: JP Nisley

MAILING ADDRESS: 231 Micah Court

	City	State	Zip
RESIDENCE ADDRESS:	<u>Fruita</u>	<u>CO</u>	<u>81521</u>

PHONE NUMBER:	<u>970-812-6241</u>	<u>970-242-8076</u>
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Home	Work
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E-MAIL ADDRESS: jpnisley@gmail.com

How long have you been a resident of Fruita? 7 years

Occupation/Employer: Commercial Real Estate Appraiser / Nisley & Associates

List any volunteer and/or work experience:

Commercial Real Estate Appraisal for a variety of purposes including lending, estate planning, acquisitions, and litigation. I volunteer for the Appraisal Institute as a regional representative for the State of Colorado and am on the Education Committee planning education offerings and events for appraisers.

Are you presently serving on a board or commission? If so, which one(s)?

No

Why do you want to be a member of this board or commission?

I want to be involved in planning for the future of our community. With my background in Real Estate, I feel the Planning Commission may be the best way for me to contribute.

List any abilities, skills, or interests which are applicable to the board or commission for which you are applying.

I have a working knowledge in real estate development, including the impact of zoning and municipal codes on projects. My profession requires me to remain objective, unbiased, and impartial which can be important when considering planning related issues in the community.

**City of Fruita
Boards and Commissions Application
Page 2**

Are you committed to attending meetings? Yes No
Are you committed to serving an entire term? Yes No

Please specify any activities which might create serious conflict of interest if you should be appointed to a particular board or commission. (If unsure, please call the City Manager's office at 858-3663)

There is a potential for conflict of interest if I was asked to appraise property which was in process. I can mitigate this conflict by declining assignments that have gone before the commission or recuse myself if a property I have appraised comes before the commission.

List any licenses, certificates or other specialized training applicable to the board or commission for which you are applying.

I am a Certified General Appraiser in the State of Colorado. I have received the MAI designation from the Appraisal Institute.

Additional information or references you believe may be helpful in considering your application.

My wife and I both graduated from FMHS and have strong ties to Fruita. I think the best way I can contribute to the community is on the Planning Commission. For references please call Dustin Wells or Dr. Jon Blaha.

Signature Jim P. Misley Date 05/03/2019

All applicants are strongly encouraged to attend a regularly scheduled meeting of the board or commission for which they are applying. Frequent non-attendance may result in termination of the appointment.

ATTACHMENTS TO APPLICATION MUST BE LIMITED TO TWO PAGES

Please feel free to submit a resume along with this application. Application and any attachments should be returned to the Fruita City Council c/o the City Clerk, 325 E. Aspen, Fruita, CO 81521. Although we have indicated the best time to apply for a particular board, we accept applications for any of the boards year-round. Thank you.



**CITY OF FRUITA
BOARDS AND COMMISSIONS
MEMBERSHIP APPLICATION**

BOARD OR COMMISSION: Planning Commission

NAME: Laura Simcik

MAILING ADDRESS: 139 S Maple Street

RESIDENCE ADDRESS:

City	State	Zip
<u>Fruita</u>	<u>CO</u>	<u>81521</u>

PHONE NUMBER: 712-540-1583

E-MAIL ADDRESS: lksimcik@gmail.com

How long have you been a resident of Fruita? 12 Years

Occupation/Employer: Self Employed

List any volunteer and/or work experience:

I am currently self-employed working for local small businesses. I help them with marketing and bookkeeping - depending on their specific needs. I have also volunteered at Rim Rock Elementary as a classroom aid.

Are you presently serving on a board or commission? If so, which one(s)?

No.

Why do you want to be a member of this board or commission?

I'm looking to get more involved in my community, especially related to growth and development of the City of Fruita. When I moved here, I loved the small town feel and hope that I can help keep that feeling alive by guiding the policies and procedures of the Planning Commission.

List any abilities, skills, or interests which are applicable to the board or commission for which you are applying.

I've had multiple interactions with companies and groups through my employments over the years - especially when I was the Communications Director at the Grand Junction Economic Partnership. I understand the need for the plan that was enacted by the City of Fruita to help guide our community's growth. I also understand the importance of partnerships made with all organizations within Mesa County. I believe that I would excel at keeping the plan in mind, while also being able to work with partner organizations to keep Fruita moving in the direction our community wants.

**City of Fruita
Boards and Commissions Application
Page 2**

Are you committed to attending meetings?

Yes

No

Are you committed to serving an entire term?

Yes

No

Please specify any activities which might create serious conflict of interest if you should be appointed to a particular board or commission. (If unsure, please call the City Manager's office at 858-3663)

None.

List any licenses, certificates or other specialized training applicable to the board or commission for which you are applying.

None.

Additional information or references you believe may be helpful in considering your application.

Signature Laura K Simcik

Date 7/2/2020

All applicants are strongly encouraged to attend a regularly scheduled meeting of the board or commission for which they are applying. Frequent non-attendance may result in termination of the appointment.

ATTACHMENTS TO APPLICATION MUST BE LIMITED TO TWO PAGES

Please feel free to submit a resume along with this application. Application and any attachments should be returned to the Fruita City Council c/o the City Clerk, 325 E. Aspen, Fruita, CO 81521. Although we have indicated the best time to apply for a particular board, we accept applications for any of the boards year-round. Thank you.

Laura K. Simcik

139 South Maple St., Fruita, CO 81521
lksimcik@gmail.com | (712) 540-1583

Professional Experience

Simcik Consulting, Fruita, CO

Owner, March 2019 - Present

- *Social Media Management:* Work with small business owners to create a social media presence that suits their personalities and business needs. Consults on their preferences, then executes the social media plan to provide them with a cohesive online presence.
- *Marketing:* Completes all forms of marketing for small businesses, including website creation and management, e-newsletter creation, blog content, and ad creation and placement.
- *Bookkeeping:* Performs data entry and bookkeeping tasks including accounts payable, accounts receivable, payroll, and reporting functions.

Networks Unlimited, Grand Junction, CO

Marketing Manager, June 2016 - March 2019

- *Digital Marketing:* Design and implement new website design to heighten most frequently used web pages, mobile, and tablet accessibility, and update SEO on all web pages to improve search capabilities on web browsers. Monitor and update Google Adwords to ensure Networks Unlimited places towards the top for strategic search terms. Manage social media to enhance Facebook and Twitter accounts creating unique content for each platform. Lead writer and storyteller for media bulletins and press releases.
- *Creative Content:* Develop, implement, and manage a comprehensive marketing and communication plan to heighten the cohesive brand of Networks Unlimited and introduce local community members to the mission of the organization. Serve as lead writer and storyteller for contact with media adhering to journalistic standards of fact-finding, research, verification, and style. Design, price, and print all information brochures for the sales team. Strong proofreading and editing skills.
- *Event Planning:* Plan, coordinate, and promote all events related to company functions, including internal company events (Christmas party, potlucks, team building events) and quarterly information seminars to the public. Create materials for media distribution, organized attendance, and tracked and accounted for event income and budgets. Employee morale and communication between departments have significantly increased from the implementation of internal events. These events have allowed employees to get to know each other outside of their small workgroups and encourages everyone in the organization to stay on the same page in regards to customer needs and goals.
- *Community Outreach:* Monitor and apply for local and national awards for Networks Unlimited. Successfully recognized for seven awards (6 industry-specific) since hired. Work closely with the sales team to cultivate and follow up on leads through events, promotions, and website generated inquiries. The main point of contact for all public speaking and news interviews with experience and knowledge of media relations practices.
- *Vendor Relations:* Utilize relationships with vendors to successfully plan and implement community events with manufacturing development funds. Ensure content and venues garner a broad audience, and help make the topics of IT fun and easy to understand.

Citizens for SD51, Grand Junction, CO

Digital Director, July 2017 - November 2017

- *Digital Marketing:* Cultivated all digital marketing for the campaign, including Facebook, paid online advertising, and press releases to the media. Designed digital billboards during the campaign and created printed materials. Created and updated the website for ease of information dissemination to the public.

Bonsai Design LLC, Grand Junction, CO

Executive Office Administrator, March 2015 – June 2016

- *Digital Marketing:* Updated social media and website content. Lead writer and storyteller for media bulletins and press releases.
- *Human Resources:* Recruited new employees and onboard new hires through orientation and ensure completion of proper paperwork. Facilitated performance evaluations and disciplinary meetings for all employees. Built rapport with employees to open dialogue and discuss areas of job satisfaction or room for improvement. Implemented and administered health insurance benefits for all employees. Administered General Liability and Workers Comp Insurance claims.
- *Technology Management:* Transferred all files from the local server to the cloud-based server. Created and trained staff on the use of client-based project sites for all new Bonsai projects. Acted as IT help-desk for employees at Bonsai to solve related technical problems. Created and streamlined templates and workflow from the concept of product through training.

Grand Junction Economic Partnership, Grand Junction, CO

Director of Communications, February 2012 – March 2015

- *Creative Content:* Developed and managed comprehensive marketing and communications for GJEP, including serving as lead writer and storyteller for communication with local and national media adhering to journalistic standards of fact-finding, research, verification, and style. Developed and implemented a communication plan to heighten the community image of GJEP and introduce local community members to the mission of the organization. Served as Project Manager and Editor of Annual Report publication.
- *Digital Marketing:* Designed and implemented new website design to heighten most frequently used web pages, mobile, and tablet accessibility, and updated SEO on all web pages to improve search capabilities on web browsers. Introduced innovative social media to attract new demographics to GJEP and bolster community profile to potential employers. Enhanced online presence by promoting GJEP investors on the blog, enlisting the community “Guest Instagrammers” to share their favorite things about the Grand Valley, and posting news release information on Twitter for media outlets.
- *Event Planning:* Coordinated and promoted all events related to GJEP functions, including GJEP Annual Meeting, prospect visits, GJEP board meetings, and staff seminars. Created materials for media distribution, booked travel arrangements, organized attendance, and tracked and accounted for event income and budgets.
- *Community Outreach:* Worked with local partners to enhance the image of Mesa County and promote the business-friendly environment. Served on community boards and groups to network and share best practices. Part of the MCCOA to promote upcoming GJEP functions, news items, and further the mission of the organization.

Education

Iowa State University

Bachelor of Science, Business, May 2007

Emphasis: Marketing



**CITY OF FRUITA
BOARDS AND COMMISSIONS
MEMBERSHIP APPLICATION**

BOARD OR COMMISSION: _____

NAME: _____

MAILING ADDRESS: _____

City State Zip

RESIDENCE ADDRESS: _____

PHONE NUMBER: _____

Home Work

E-MAIL ADDRESS: _____

How long have you been a resident of Fruita? _____

Occupation/Employer: _____

List any volunteer and/or work experience:

Are you presently serving on a board or commission? If so, which one(s)?

Why do you want to be a member of this board or commission?

List any abilities, skills, or interests which are applicable to the board or commission for which you are applying.

SKILLS PROFILE

- Good customer interaction skills
- Skilled with Microsoft Office networks, other programs and advanced in typing
- Experienced in handling personal customer information
- Good phone etiquette along with great multitasking skills
- Great cash handling with good record of balancing
- Very punctual and aware of time

EMPLOYMENT CERTIFICATIONS

- NAFCU BSA Seminar Aug. 12-15 2018
NAFCU Certified Bank Secrecy Officer

EMPLOYMENT HISTORY

Coloramo Federal Credit Union July 26, 2016 - March 6, 2020
516 28 Road, Grand Junction CO

Job Title: Member Service Representative and BSA Officer

- Review reports to make sure policies and procedures are being followed
- Guarantee all reports are completed and filed within regulation time frame
- Audit all new accounts opened and loans funded for accuracy and completeness
- Cover Teller Department, New Account Department and Loan Department when short staffed

In the Middle Liquors May 11, 2015 – July 22, 2016
303 US-6, Fruita Co

Job Title: Cashier

- Assist customers with finding products and checking out
- Stocking the floor and cooler throughout shift
- Count and close out drawer at the end of every shift
- Maintain a clean store and floor

Chesnick Realty Apr. 6, 2015 - Mar. 25th, 2016
137 N. Peach St., Fruita Co

Job Title: Office Assistant

- Assist with scheduling showings, keeping a record of all times and dates
- Answer phones and taking messages for agents in office
- Help in maintaining a clean office
- Assist agents with tasks, i.e. faxing, scheduling appointments, making copies, etc.

Sprint with CCT Wireless Oct. 7, 2014 - Mar. 30, 2015
2424 Hwy 6&50 Ste 84., Grand Junction Co

Job Title: Wireless Consultant

- Assist Customers open new wireless account and activate phones
- Troubleshoot problems with wireless device
- Accept payments and review details of bill

ANB Bank Sept. 6, 2011 – Oct. 3, 2014
1199 Patterson Rd, Grand Junction

Job Title: Personal Banker I

- Assist with transactions such as deposits, withdrawals, cashing, etc.
- Manage cash in and out of draw, balance every evening
- Process foreign checks, savings bonds, hold notices

EDUCATION

Cortiva Institute of Massage Therapy Graduated June 2010
Fruita Monument High School Diploma May 2009



FRUITA
COLORADO

AGENDA ITEM COVER SHEET

TO: FRUITA CITY COUNCIL

FROM: DEBRA WOODS FOR MAYOR KINCAID AND COUNCILOR LEONHART

DATE: AUGUST 18, 2020

RE: BOARDS AND COMMISSIONS APPOINTMENT – A REQUEST TO APPROVE THE APPOINTMENT OF JAMES JACKSON TO THE POLICE COMMISSION TO FULFILL AN UNEXPIRED TERM PLUS AN ADDITIONAL THREE-YEAR TERM TO EXPIRE IN DECEMBER OF 2023

BACKGROUND

On January 12, 2019, James Jackson submitted an application for appointment to the Fruita Police Commission. Staff explained to Mr. Jackson that there were no vacancies on the board at the time.

On January 17, 2019, Steven Newsom resigned from the Police Commission, therefore creating a vacancy.

On March 7, 2019, Dr. Eric Watters submitted his application for appointment to the Police Commission.

On March 22, 2019, James Jackson submitted another application for appointment to the Police Commission.

On April 2, 2019, both Dr. Watters and Mr. Jackson were interviewed by Mayor Kincaid and Council Liaison Karen Leonhart and Dr. Watters was chosen to be appointed to the vacant seat and Mr. Jackson was not.

In July of 2020, Police Commission member Don Williams resigned from the Police Commission, therefore creating another vacancy.

On July 30, 2020, staff contact James Jackson to inquire about whether he was still interested in serving on the Commission. Mr. Jackson responded via e-mail that he is still very interested in doing so.

Mayor Kincaid and Council Liaison to the Police Commission Karen Leonhart both recommend the appointment of James Jackson for the new vacant seat to fulfill Mr. William's term plus an

additional three-year term to expire in December of 2023. If James Jackson is appointed, there will be no vacancies on the Police Commission.

FISCAL IMPACT

N/A

APPLICABILITY TO CITY GOALS AND OBJECTIVES

Boards and Commissions provide valuable input to the City and help establish goals and objectives. They provide a link between citizens of Fruita and city government.

OPTIONS AVAILABLE TO THE COUNCIL

1. Appoint James Jackson to the Police Commission.
2. Instruct staff to publish a notice of vacancy and repeat the process.

RECOMMENDATION

It is the recommendation of Mayor Kincaid and Councilor Leonhart that the City Council by motion:

- **APPROVE THE APPOINTMENT OF JAMES JACKSON TO THE POLICE COMMISSION TO FULFILL AN UNEXPIRED TERM PLUS AN ADDITIONAL THREE-YEAR TERM TO EXPIRE IN DECEMBER OF 2023**

Debra Woods

From: Jim J <16usc1@gmail.com>
Sent: Thursday, July 30, 2020 9:08 PM
To: Debra Woods
Subject: Re: Fruita Police Commission vacancy

Hello Debra

Thank you for contacting me. I am still very interested in the position. Please let me know if you need further information or if someone wishes to interview or meet with me. I have plans to be out of town August 10-18. Otherwise I'm fairly flexible. I look forward to hearing from you.

Jim Jackson

On Wed, Jul 29, 2020 at 14:52 Debra Woods <dwoods@fruita.org> wrote:

Hello, Mr. Jackson –

On March 22, 2019, you submitted an application for appointment to the Fruita Police Commission and were interviewed on April 2, 2019, but were not selected to be appointed. We kept your application and file and now we have another vacancy that has opened up, so I'm writing to ask if you are still interested in serving on the Commission. Please respond at your earliest convenience.

Thanks!

Debra Woods

Deputy City Clerk

City of Fruita

325 E. Aspen Ave.

Fruita, CO 81521

(970) 858-3663

dwoods@fruita.org

FRUITA

COLORADO

325 East Aspen
Suite 155
Fruita, CO 81521

P 970.858.3663
F 970.858.0210
www.fruita.org



April 16, 2019

James L. Jackson
411 Comstock Dr.
Fruita, CO 81521

Dear James,

Thank you for your interest in serving on the Police Commission and taking time to interview with the City of Fruita. It was a pleasure to learn about your experience and your commitment to our community.

After a difficult review, we were able to fill the board vacancy. At this time, you were not selected to be on the board. We will keep your application on file for future consideration.

Again, thank you very much for your willingness to serve on the City of Fruita Boards and Commissions. It certainly is a testament to your dedication to our community and we greatly appreciate it.

Sincerely,

A handwritten signature in black ink, which appears to read 'Joel Kincaid'. The signature is fluid and cursive, written over the printed name.

Joel Kincaid
Mayor, City of Fruita

cc: file

CITY MANAGER
970.858.3663

CITY CLERK/FINANCE
970.858.3663

COMMUNITY
DEVELOPMENT
970.858.0786

MUNICIPAL COURT
970.858.8041

POLICE DEPARTMENT
970.858.3008

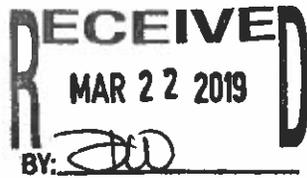
ENGINEERING
970.858.8377

HUMAN RESOURCES
970.858.8373

PUBLIC WORKS
970.858.9558

PARKS/RECREATION
970.858.0360

WASTEWATER
TREATMENT FACILITY
970.858.4081



Interview: Tues 4/2/19 @ 6:15 p



FRUITA
COLORADO

**CITY OF FRUITA
BOARDS AND COMMISSIONS
MEMBERSHIP APPLICATION**

BOARD OR COMMISSION: Police Commission

NAME: James L Jackson

MAILING ADDRESS: 411 Comstock Dr

RESIDENCE ADDRESS:	City	State	Zip
	<u>Fruita</u>	<u>CO</u>	<u>81521</u>

PHONE NUMBER: 314-973-8498

E-MAIL ADDRESS:	Home	Work
	<u>16usc1@gmail.com</u>	

How long have you been a resident of Fruita? 3.5 years

Occupation/Employer: Retired Chief Ranger, National Park Service

List any volunteer and/or work experience:

I currently volunteer for the National Park Service, Colorado National Monument.
I am a retired federal law enforcement officer with the National Park Service
I currently work part time with 2 companies I won. I teach motorcycle safety for Grand Junction Harley Davidson. I also am a government contractor for Physical Security assessments and plans.

Are you presently serving on a board or commission? If so, which one(s)?

No government boards or commissions.
Board member of Comstock Estates HOA, Fruita, CO

Why do you want to be a member of this board or commission?

I want to participate in my community. I have experience in law enforcement. I have an interest in how my community is policed as well as how the police are managed and treated in my community

List any abilities, skills, or interests which are applicable to the board or commission for which you are applying.

I was a federal LEO from 1992-2015. From 2011-2015, I was the Chief Ranger. As such I managed a department of up to 31 commissioned officers and up to 45 additional personnel. I was responsible at various times as the lead training officer, firearms instructor, agency representative to US District Court.

**City of Fruita
Boards and Commissions Application
Page 2**

Are you committed to attending meetings?

Yes

No

Are you committed to serving an entire term?

Yes

No

Please specify any activities which might create serious conflict of interest if you should be appointed to a particular board or commission. (If unsure, please call the City Manager's office at 858-3663)

I am not aware of any.

List any licenses, certificates or other specialized training applicable to the board or commission for which you are applying.

Graduated Federal Law Enforcement Training Center 9PT213, 1992
Commissioned Federal Law Enforcement officer 1992-2015

Additional information or references you believe may be helpful in considering your application.

References

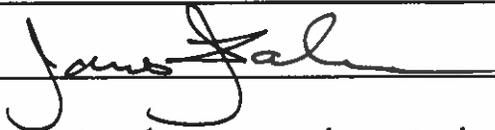
Mark Davison, NPS Chief Ranger, Colorado National Monument 970-778-5198

Ken Mabery, NPS Superintendent, Colorado National Monument 970-270-4382

Ken Kreie, Fruita City Council member 970-270-3305

Jim Morris, Retired Colorado Parks and Wildlife jepmorris@gmail.com

Signature



Date

3/22/2019

All applicants are strongly encouraged to attend a regularly scheduled meeting of the board or commission for which they are applying. Frequent non-attendance may result in termination of the appointment.

ATTACHMENTS TO APPLICATION MUST BE LIMITED TO TWO PAGES

Please feel free to submit a resume along with this application. Application and any attachments should be returned to the Fruita City Council c/o the City Clerk, 325 E. Aspen, Fruita, CO 81521. Although we have indicated the best time to apply for a particular board, we accept applications for any of the boards year-round. Thank you.

RECEIVED
JAN 12 2018
BY: DW

I Explained to Jim in person that we don't currently have any vacancies on the Police Commission.
-DW



FRUITA
COLORADO

CITY OF FRUITA
BOARDS AND COMMISSIONS
MEMBERSHIP APPLICATION

BOARD OR COMMISSION: Police Commission

NAME: James L. Jackson

MAILING ADDRESS: 411 Comstock Dr

Fruita CO 81521
City State Zip

RESIDENCE ADDRESS: same

PHONE NUMBER: 314-973-8498 (cell)
Home Work

E-MAIL ADDRESS: 16uscl@gmail.com

How long have you been a resident of Fruita? 2.5 years

Occupation/Employer: RETIRED NATIONAL PARK SERVICE

List any volunteer and/or work experience:

Retired Chief Ranger, National Park Service, 23 years federal law enforcement experience. Served in all positions from patrol to command & administration currently a volunteer with NPS @ Colorado Nat'l Monuments

Are you presently serving on a board or commission? If so, which one(s)?

COMSTOCK ESTATES NOA Board

Why do you want to be a member of this board or commission?

This is my community. I have law enforcement experience and background that I feel would be a benefit. I would to be an active participant in my community

List any abilities, skills, or interests which are applicable to the board or commission for which you are applying.

23 years in law enforcement. In my previous positions I took active part in community relations meetings. I am a proponent of Community Oriented Policing as well as Tourist Oriented Policing. I managed a 31 officer department with up to 50 additional employees.

**City of Fruita
Boards and Commissions Application
Page 2**

Are you committed to attending meetings? Yes No
Are you committed to serving an entire term? Yes No

Please specify any activities which might create serious conflict of interest if you should be appointed to a particular board or commission. (If unsure, please call the City Manager's office at 858-3663)

None.

List any licenses, certificates or other specialized training applicable to the board or commission for which you are applying.

Graduated Federal Law Enforcement Training Center, 1992.
On Executive Board for Joint Terrorism Task Force in St. Louis, MO.

Additional information or references you believe may be helpful in considering your application.

References
Jim Morris, Retired Colorado Division of Wildlife, jepmorris@gmail.com
Ken Mabery, Superintendent, Colorado National Monument, NPS 970-270-7382
Joel Musick, Retired NPS & US Coast Guard 314-610-7896

Signature _____

Date 1/12/2018

All applicants are strongly encouraged to attend a regularly scheduled meeting of the board or commission for which they are applying. Frequent non-attendance may result in termination of the appointment.

ATTACHMENTS TO APPLICATION MUST BE LIMITED TO TWO PAGES

Please feel free to submit a resume along with this application. Application and any attachments should be returned to the Fruita City Council c/o the City Clerk, 325 E. Aspen, Fruita, CO 81521. Although we have indicated the best time to apply for a particular board, we accept applications for any of the boards year-round. Thank you.



FRUITA
COLORADO

AGENDA ITEM COVER SHEET

TO: FRUITA CITY COUNCIL

FROM: DEPUTY CITY CLERK DEBRA WOODS FOR MAYOR KINCAID AND COUNCILOR KREIE

DATE: AUGUST 18, 2020

RE: BOARDS AND COMMISSIONS APPOINTMENT – A REQUEST TO APPROVE THE APPOINTMENT OF ASHLEY ROGERS TO THE DOWNTOWN ADVISORY BOARD TO FULFILL AN UNEXPIRED TERM PLUS AN ADDITIONAL THREE-YEAR TERM TO EXPIRE IN FEBRUARY OF 2024

BACKGROUND

The membership composition of the Downtown Advisory Board calls for a minimum of seven members and a maximum of twelve. Currently, there are ten (10) members on the board, therefore, there are potentially up to two (2) more vacancies.

On July 8, 2020, Ashley Rogers, owner of Ashley Rogers Shelter Insurance Agency, submitted her application for appointment to the Downtown Advisory Board.

On August 10, 2020, Mayor Kincaid and Council Liaison to Ken Kreie interviewed Ashley Rogers via a Zoom meeting. The Mayor and Councilor Kreie recommend her appointment to the Downtown Advisory Board.

If Ashley Rogers is appointed, there will be one (1) potential remaining vacancy on the Downtown Advisory Board.

FISCAL IMPACT

N/A

APPLICABILITY TO CITY GOALS AND OBJECTIVES

Boards and Commissions provide valuable input to the City and help establish goals and objectives. They provide a link between citizens of Fruita and city government.

OPTIONS AVAILABLE TO THE COUNCIL

1. Appoint Ashley Rogers to the Downtown Advisory Board to fulfill an unexpired term plus an additional three-year term to expire in February of 2024
2. Instruct staff to publish a notice of vacancy and repeat the interview process.

RECOMMENDATION

It is the recommendation of Mayor Kincaid and Councilor Kreie that the following appointment be made:

- Appoint Ashley Rogers to the Downtown Advisory Board to fulfill an unexpired term plus an additional three-year term to expire in February of 2024



**CITY OF FRUITA
BOARDS AND COMMISSIONS
MEMBERSHIP APPLICATION**

BOARD OR COMMISSION: Downtown Advisory Board

NAME: Ashley Rogers

MAILING ADDRESS: 332 E Aspen Ave Ste 200

<u>Fruita</u>	<u>CO</u>	<u>81521</u>
City	State	Zip

RESIDENCE ADDRESS: 391 White River Dr, Grand Junction CO 81504

PHONE NUMBER: 870-926-2734 970-314-7173

Home Work

E-MAIL ADDRESS: ashleyrogers@shelterinsurance.com

How long have you been a resident of Fruita? I am not a resident. My office is located on Aspen Ave.

Occupation/Employer: Ashley Rogers Shelter Insurance Agency

List any volunteer and/or work experience:

I have owned my own insurance agency for 3 years in the Grand valley. I recently moved my office to downtown Fruita. I am currently on the board of Directors for Mesa County Womens Network and will be entering my third year this October.

Are you presently serving on a board or commission? If so, which one(s)?

Not Available

Why do you want to be a member of this board or commission?

Having relocated my office to downtown i see how important the board is to preserve and promote the downtown businesses. Our downtown keeps the city of Fruita alive and brings people from all the state and country. We need to spend as much time and energy as possible in making it a place people want to visit and do business.

List any abilities, skills, or interests which are applicable to the board or commission for which you are applying.

I believe that the downtown area needs to maintain its broad diversity of businesses to keep the area alive and profitable. I have lived all over the country due to my husband being ex military and have seen towns with thriving and not thriving downtowns. I think i would bring new ideas to the board to help give the area new life when things need to be changed.

**City of Fruita
Boards and Commissions Application
Page 2**

Are you committed to attending meetings?.

Yes

No

Are you committed to serving an entire term?

Yes

No

Please specify any activities which might create serious conflict of interest if you should be appointed to a particular board or commission. (If unsure, please call the City Manager's office at 858-3663)

None

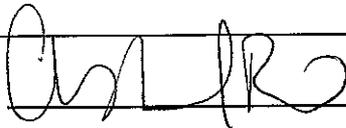
List any licenses, certificates or other specialized training applicable to the board or commission for which you are applying.

None

Additional information or references you believe may be helpful in considering your application.

Allyson Kenagy Bank of Colorado Branch Manager and president of Mesa County Women's Network

Signature



Date

7/8/2020

All applicants are strongly encouraged to attend a regularly scheduled meeting of the board or commission for which they are applying. Frequent non-attendance may result in termination of the appointment.

ATTACHMENTS TO APPLICATION MUST BE LIMITED TO TWO PAGES

Please feel free to submit a resume along with this application. Application and any attachments should be returned to the Fruita City Council c/o the City Clerk, 325 E. Aspen, Fruita, CO 81521. Although we have indicated the best time to apply for a particular board, we accept applications for any of the boards year-round. Thank you.

AGENDA ITEM COVER SHEET

TO: FRUITA CITY COUNCIL

FROM: DEPUTY CITY CLERK DEBRA WOODS FOR MAYOR KINCAID AND COUNCILOR HARVEY

DATE: AUGUST 18, 2020

RE: HISTORIC PRESERVATION BOARD APPOINTMENTS – A REQUEST TO APPROVE THE APPOINTMENTS OF:

- **BRIAN LOCHLAER TO THE HISTORIC PRESERVATION BOARD FOR A THREE-YEAR TERM TO EXPIRE IN AUGUST OF 2023**
- **ANDREA WITHROW TO FULFILL AN UNEXPIRED TERM PLUS AN ADDITIONAL THREE-YEAR TERM TO EXPIRE IN SEPTEMBER OF 2024**

BACKGROUND

In May of 2019, Historic Preservation Board member Sean McConville resigned from the board because he moved out of the Fruita area, thus creating a vacancy. His term was due to expire in September of 2021.

Steve Hight's term on the Historic Preservation Board expired in April of 2020, thus creating a vacancy.

Both vacant seats on the Historic Preservation have been advertised since June 29, 2020.

On July 2, 2020, Andrea Withrow submitted her application to be appointed to the Historic Preservation Board, which is attached. On July 17, 2020, Brian Lochlaer also submitted an application for appointment, which is attached.

Mayor Kincaid and Board Liaison Councilor Harvey interviewed both Ms. Withrow and Mr. Lochlaer on August 11, 2020 and recommend their appointments to the Historic Preservation Board to fill the two vacant seats on the board.

If Andrea Withrow and Brian Lochlaer are appointed, there will be no remaining vacancies on the Historic Preservation Board.

FISCAL IMPACT

N/A

APPLICABILITY TO CITY GOALS AND OBJECTIVES

Boards and Commissions provide valuable input to the City and help establish goals and objectives. They provide a link between citizens of Fruita and city government.

OPTIONS AVAILABLE TO THE COUNCIL

1. Appoint:
 - Brian Lochlaer to the Historic Preservation Board for a three-year term to expire in August of 2023
 - Andrea Withrow to the Historic Preservation Board to fulfill an unexpired term plus an additional three-year term to expire in September of 2023
2. Instruct staff to publish a notice of vacancy and repeat the interview process.

RECOMMENDATION

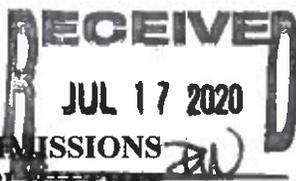
It is the recommendation of Mayor Kincaid and Councilor Harvey that the following appointments be made:

- Brian Lochlaer to the Historic Preservation Board for a three-year term to expire in August of 2023
- Andrea Withrow to the Historic Preservation Board to fulfill an unexpired term plus an additional three-year term to expire in September of 2023



FRUITA
COLORADO

CONFIRMED



**CITY OF FRUITA
BOARDS AND COMMISSIONS
MEMBERSHIP APPLICATION**

BOARD OR COMMISSION: Historic Preservation Board

NAME: Brian Lochlaer

MAILING ADDRESS: 247 Park St.

	City	State	Zip
RESIDENCE ADDRESS:	<u>Fruita</u>	<u>CO</u>	<u>81521</u>

PHONE NUMBER: 970-462-5500

Home	Work
------	------

E-MAIL ADDRESS: brian.lochlaer@gmail.com

How long have you been a resident of Fruita? One year

Occupation/Employer: Cardiac Sonographer / Community Hospital

List any volunteer and/or work experience:

Significant work experience includes:
 14 years as a cardiac sonographer, including two and a half years at St. Mary's and currently at Community Hospital.
 Three years as an Assistant English Teacher in Japan.
 Volunteer experience includes:
 Nine years as the Dallas-area local events organizer for Harpseals.org;
 Sea Shepherd Conservation Society: Operation Jairo 2015 (Sea turtle protection campaign)

(see attached)

Are you presently serving on a board or commission? If so, which one(s)?

No, but I am also applying to the Planning and Livability Commissions.

Why do you want to be a member of this board or commission?

One of the cool things about living in a small town like Fruita is that glimpses of our history are still close at hand. And more can be discovered with investigation. But historic buildings and artifacts can easily be lost if we don't care for them.

List any abilities, skills, or interests which are applicable to the board or commission for which you are applying.

Well, my B.A. is in History. And, although I have never used my degree professionally, my education gave me an appreciation of history as the stories of people and how they lived. Preserving and telling those stories is as important as preserving buildings. That being said, part of the charm of this town is in its historic downtown and old houses. Some, unfortunately, are clearly too long neglected. But others still have potential and should be saved.

(see attached)

**City of Fruita
Boards and Commissions Application
Page 2**

Are you committed to attending meetings?

Yes

No

Are you committed to serving an entire term?

Yes

No

Please specify any activities which might create serious conflict of interest if you should be appointed to a particular board or commission. (If unsure, please call the City Manager's office at 858-3663)

I am aware of no conflicts of interest.

List any licenses, certificates or other specialized training applicable to the board or commission for which you are applying.

Additional information or references you believe may be helpful in considering your application.

Teri Schroeder is a friend and colleague and also a Fruita resident for many years. We have known each other since 2006.
970-778-7822
tschroeder@gjhosp.org

Signature



Date 17 July, 2020

All applicants are strongly encouraged to attend a regularly scheduled meeting of the board or commission for which they are applying. Frequent non-attendance may result in termination of the appointment.

ATTACHMENTS TO APPLICATION MUST BE LIMITED TO TWO PAGES

Please feel free to submit a resume along with this application. Application and any attachments should be returned to the Fruita City Council c/o the City Clerk, 325 E. Aspen, Fruita, CO 81521. Although we have indicated the best time to apply for a particular board, we accept applications for any of the boards year-round. Thank you.

List any volunteer and/or work experience:

Significant work experience includes:

14 years as a cardiac sonographer, including two and a half years at St. Mary's and currently at Community Hospital;

Three years as an Assistant English Teacher in Japan.

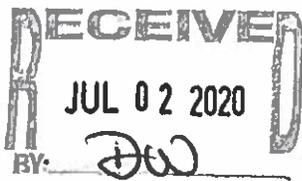
Volunteer experience includes:

Nine years as the Dallas-area local events organizer for Harpseals.org;

Sea Shepherd Conservation Society: Operation Jairo 2015 (Sea turtle protection campaign)

List any abilities, skills, or interests which are applicable to the board or commission for which you are applying.

Well, my B.A. is in History. And, although I have never used my degree professionally, my education gave me an appreciation of history as the stories of people and how they lived. Preserving and telling those stories is as important as preserving buildings. That being said, part of the charm of this town is in its historic downtown and old houses. Some, unfortunately, are clearly too long neglected. But others still have potential and should be saved.



Interview: ZOOM 8/11/20 6:45

CONFIRMED



FRUITA
COLORADO

**CITY OF FRUITA
BOARDS AND COMMISSIONS
MEMBERSHIP APPLICATION**

BOARD OR COMMISSION: Historic Preservation Board

NAME: Andrea Withrow

MAILING ADDRESS: 713 Silver Plume
Fruita, CO 81521

	City	State	Zip
RESIDENCE ADDRESS:	<u>Same</u>		

PHONE NUMBER: 303-908-1781

	Home	Work
E-MAIL ADDRESS:	<u>andreawithrow16@gmail.com</u>	

How long have you been a resident of Fruita? I've been a part time resident since the Fall of 2018 - Full time since November 2019

Occupation/Employer: Currently unemployed

List any volunteer and/or work experience:

See attached resume for detailed information on both volunteer and work experience. In summary, I have nearly 24 years experience in various leadership, customer relations and front line work at a financial institution. I also bring over 17 years experience in various volunteer roles in the Denver Metro area encompassing everything from event planning and coordination to fundraising.

Are you presently serving on a board or commission? If so, which one(s)?

I'm currently serving on my HOA boards in Fruita and Aurora, as a board member at large for the Aurora Police Foundation and as President of the AUSA Denver Centennial Chapter. I am not currently serving on any City of Fruita boards or commissions.

Why do you want to be a member of this board or commission?

I have a great love of history and consider myself to be a history nerd. In the 2 years that I have been in and around Fruita I've enjoyed learning more about the history of the area and greatly enjoyed the History Day last year. I also have a great love of community and would love to combine the two into something that would help enrich the area and the knowledge of both residents and visitors.

List any abilities, skills, or interests which are applicable to the board or commission for which you are applying.

I would like to apply my love of history, my history degree and my past volunteer work to help with events and planning to get more visibility and interest in the work of the Historical Preservation Board.

**City of Fruita
Boards and Commissions Application
Page 2**

Are you committed to attending meetings?

Yes

No

Are you committed to serving an entire term?

Yes

No

Please specify any activities which might create serious conflict of interest if you should be appointed to a particular board or commission. (If unsure, please call the City Manager's office at 858-3663)

List any licenses, certificates or other specialized training applicable to the board or commission for which you are applying.

Additional information or references you believe may be helpful in considering your application.

I am a neighbor of Denise Hight and have spoken with her about the board and its future plans and direction.

Signature *Andrea M Withrow* Date 7/2/20

All applicants are strongly encouraged to attend a regularly scheduled meeting of the board or commission for which they are applying. Frequent non-attendance may result in termination of the appointment.

ATTACHMENTS TO APPLICATION MUST BE LIMITED TO TWO PAGES

Please feel free to submit a resume along with this application. Application and any attachments should be returned to the Fruita City Council c/o the City Clerk, 325 E. Aspen, Fruita, CO 81521. Although we have indicated the best time to apply for a particular board, we accept applications for any of the boards year-round. Thank you.

Andrea Withrow

CIA, CIDA

(303)908-1781

AndreaWithrow16@gmail.com

Skills and Expertise

- Solutions Builder
- Strong Analytical Skills
- Superior Detail Orientation
- Financial Services Expertise
- Series 6 Licensed
- Risk Focused
- High Organizational Skills
- Employee Management Expertise
- Strong Communications Skills
- Project Management
- Financial Operations Knowledge
- Strong Community Involvement

Work Experience

OPPENHEIMERFUNDS, INC. – 1996 TO OCTOBER 2019

Manager of Regulatory Reporting 6/2017 to 10/2019

- In newly created role, pioneered effort to shape the regulatory reporting landscape for OppenheimerFunds.
- Success achieved by creating sound and consistent operational processes and an inventory of all regulatory filings, that included their underlying requirements and dashboards for tracking filing dates and completion.
- Requires continuous engagement of various business groups to collaborate, discuss and understand the full impact of regulatory changes, enabling the firm to adjust and plan in a more informed manner.
- Established monthly meetings to discuss regulatory topics and encourage cross firm communication.
- These efforts led to increased transparency, quality and efficiency of regulatory filings across the firm.
- Additionally, provide support of the creation and quality analysis of marketing literature and performance documentation.

Retirement Plans Implementation Specialist 5/2013 to 6/2017

- Engaged to conduct retirement plans compliance analysis of new and changing regulations and determine their impact including risk analysis and practical applications.
- Strong project management skills utilized to implement regulatory changes and new regulations as well as to facilitate the creation and distribution of required mailings and multiple customer communications.
- Fostered and developed relationships and act as a liaison between multiple departments and locations.

Internal Auditor 10/2005 to 5/2013

- Lead auditor spanning many disciplines including; operational, investment, compliance and financial audits.
- Provided expertise in risk analysis, audit planning and execution including testing and documentation of results.
- Applied strong written and verbal communication skills to create Board Reports and negotiate with senior management.
- Additional responsibilities included creation of a new hire training and onboarding program and public relations for the department.

Customer Relationship Associate/Client Administrator 12/1999 to 10/2005

- Key resource and internal liaison for top producing brokers and licensed phone representatives and their retirement plan clients.
- Executed complex research and problem resolution, project management, and trend analysis.
- Responsible for reporting trends to upper management. Public relation work to existing client groups.

Supervisor, Retirement Plans Processing ***8/1998 to 12/1999***
Assistant Supervisor, Retirement Plans ***1/1998 to 8/1998***

- Led a team of 10-12 retirement plan representatives.
- Responsibilities included performance reviews and compensation matters, status reporting, quality assurance, statistical tracking, and coordination of workflow and call center volumes.
- Heavy emphasis on problem resolution for customer concerns and process improvement, trend analysis, and employee development.
- Also focused on project management and operated as a liaison between OppenheimerFunds, Inc. and top producing brokers.

Licensed Phone Representative/Processing Representative 4/1996 to 1/1998

Community Positions and Responsibilities

President Association of the United States Army (AUSA) 6/2017 to Present

1st Vice President 6/2014 to 6/2017

Vice President of Fundraising 11/2012 to 6/2014

- Overseeing the Denver Centennial Chapter of the international non-profit.
- Efforts include budget creation and adherence, maintaining our scholarship and donation programs, representing the chapter at local, regional and national meetings, preparing briefings for the executive board as well as coordination of fundraising activities and events, volunteer recruitment and production of communications.

President Sunburst Homeowners Board of Directors 10/2009 to Present

Vice President Sunburst Homeowners Board of Directors 10/2003 to 10/2009

- Elected position for a community of 366 homes.
- Responsible for maintaining relationship with management company, annual budget planning, review of bids and proposals, creation of RFP and homeowner and association problem resolution.

Board Member at Large Aurora Police Foundation 11/2018 to Present

- Foundation supports the community of Aurora and the members of the Aurora Police Department.

Community Awards & Accomplishments

AUSA Region 7 Annual Conference - Chair 2016

- Responsible for overseeing all logistics for the event, including coordination of all communications and conference materials, event agenda and speakers, accommodations and transportation for 100 attendees.

Rocky Mountain Area Conference for Finance and Accounting Professionals (RMAC) - Committee Member 2012 / 2013 Conference Co-Chair

- Assisted in coordinating all aspects of a professional conference including obtaining speakers, creating promotional materials, working with sponsors, registration, set up, problem resolution, and meal planning.

Make-A-Wish Race for Wishes - Assistant Coordinator 2010 / Co-Chair 2011 and 2012

- Supported Make-A-Wish staff in executing their inaugural 5K run. Assisted with all aspects of the event including planning, staffing, food, and entertainment.

March of Dimes March for Babies - Logistics Chair 2007 to 2009

- Responsible for overseeing all logistics of the 10K Walk including everything from walker safety to coordinating with city officials and media sponsors to food and entertainment to thousands of people.

March of Dimes WalkAmerica - Walker Safety and Route Coordinator 2003 to 2007

- Responsible for coordinating route design and maintenance in all phases of the walk, including city permits, set up, signage, establishment of checkpoints and their staffing, walker safety, and clean up.

March of Dimes Star Chef Event - Chef Chair 2003 to 2009

- Responsible for procuring top name chefs to participate and acting as their liaison throughout the process.

2003 March of Dimes Volunteer of the Year for Metro Denver

Education and Certifications

METROPOLITAN STATE UNIVERSITY OF DENVER, DENVER, CO 1996

Bachelor of Arts, Behavioral Science and History

Certified Internal Auditor (CIA) 2008

Certified Investments and Derivatives Auditor (CIDA) 2007

FINRA Series 6 License 1996

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FRUITA
COLORADO

AGENDA ITEM COVER SHEET

TO: FRUITA CITY COUNCIL

FROM: DEPUTY CITY CLERK DEBRA WOODS FOR MAYOR KINCAID AND COUNCILOR HARVEY

DATE: AUGUST 18, 2020

RE: BOARDS AND COMMISSIONS APPOINTMENT – A REQUEST TO APPROVE THE APPOINTMENT OF GISELLE GENOVA TO THE ARTS AND CULTURE BOARD TO FULFILL AN UNEXPIRED TERM PLUS AN ADDITIONAL THREE-YEAR TERM TO EXPIRE IN NOVEMBER OF 2024

BACKGROUND

On June 2, 2020, Arts & Culture Board Chairperson/member Bill Holstein tragically lost his life in a work-related accident. His term was due to expire in November of 2021.

The vacancy has been advertised on the City's website at fruita.org and on Facebook since June 29, 2020.

On July 22, 2020, Giselle Genova submitted her application for appointment to the Arts and Culture Board. No additional applications were received by staff for the vacant seat.

Mayor Kincaid and Councilor Harvey interviewed Giselle on August 11, 2020 via a Zoom meeting and subsequently recommend her appointment to the Arts and Culture Board to fulfill the unexpired term plus an additional three-year term to expire in November of 2024. If Giselle Genova is appointed, there will be no remaining vacancies on the Arts and Culture Board.

FISCAL IMPACT

N/A

APPLICABILITY TO CITY GOALS AND OBJECTIVES

Boards and Commissions provide valuable input to the City and help establish goals and objectives. They provide a link between citizens of Fruita and city government.

#

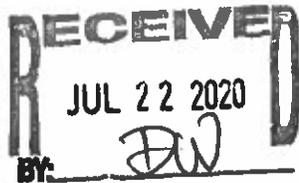
OPTIONS AVAILABLE TO THE COUNCIL

1. Appoint Giselle Genova to the Arts and Culture Board to fulfill an unexpired term plus an additional three-year term to expire in November of 2024
2. Instruct staff to publish a notice of vacancy and repeat the interview process.

RECOMMENDATION

It is the recommendation of Mayor Kincaid and Councilor Harvey that the City Council by motion:

- **APPROVE THE APPOINTMENT OF GISELLE GENOVA TO THE ARTS AND CULTURE BOARD TO FULFILL AN UNEXPIRED TERM PLUS AN ADDITIONAL THREE-YEAR TERM TO EXPIRE IN NOVEMBER OF 2024.**



FRUITA
COLORADO

**CITY OF FRUITA
BOARDS AND COMMISSIONS
MEMBERSHIP APPLICATION**

BOARD OR COMMISSION: ARTS & CULTURE BOARD

NAME: Giselle Genova

MAILING ADDRESS: 1723 P road

	City	State	Zip
RESIDENCE ADDRESS:	<u>Loma</u>	<u>CO</u>	<u>81524</u>

PHONE NUMBER: (970)644-1872

	Home	Work
E-MAIL ADDRESS:	<u>Giselle_genova@yahoo.com</u>	

How long have you been a resident of Fruita? 12 years

Occupation/Employer: Student

List any volunteer and/or work experience:

I have been volunteering for Kids Aid for three years, I have done art projects at the homeless shelter with the kids, I have painted windows for Suds Brewery, I have done multiple art shows and sold my artwork there

Are you presently serving on a board or commission? If so, which one(s)?

No I am not

Why do you want to be a member of this board or commission?

I really love creating art and I would love to be in an environment with people that are the same way and bring that enjoyment to people in the community

List any abilities, skills, or interests which are applicable to the board or commission for which you are applying.

Not only am I good with a variety of art styles and mediums I'm also good at planning events and being organized

**City of Fruita
Boards and Commissions Application
Page 2**

Are you committed to attending meetings? Yes No
Are you committed to serving an entire term? Yes No

Please specify any activities which might create serious conflict of interest if you should be appointed to a particular board or commission. (If unsure, please call the City Manager's office at 858-3663)

I am a cheerleader and a student at FMHS and school events might be a conflict, but I will definitely work around it

List any licenses, certificates or other specialized training applicable to the board or commission for which you are applying.

I have a Fruita Business license, and for about 7 or 8 years I took art classes at Watercolor Dogs

Additional information or references you believe may be helpful in considering your application.

I am only 15 years old so having me on the board would bring a younger aspect everything it would help the young people of Fruita get involved in their community

Signature *Iselle Genova* Date July 27th 2020

All applicants are strongly encouraged to attend a regularly scheduled meeting of the board or commission for which they are applying. Frequent non-attendance may result in termination of the appointment.

ATTACHMENTS TO APPLICATION MUST BE LIMITED TO TWO PAGES

Please feel free to submit a resume along with this application. Application and any attachments should be returned to the Fruita City Council c/o the City Clerk, 325 E. Aspen, Fruita, CO 81521. Although we have indicated the best time to apply for a particular board, we accept applications for any of the boards year-round. Thank you.



FRUITA

COLORADO

AGENDA ITEM COVER SHEET

TO: FRUITA CITY COUNCIL AND MAYOR
FROM: MARGARET SELL, FINANCE DIRECTOR/CITY CLERK
DATE: AUGUST 18, 2020
RE: FINANCIAL REPORTS FOR JULY 2020

BACKGROUND

Sales, Use Tax and Lodging Tax Revenues –June 2020.

The following chart provides a comparison between 2019 and 2020 sales tax, use tax and lodging tax revenues. Overall tax revenues are up \$216,648 from the prior year and up \$298,042 over budgeted amounts. The month indicated represents the month of sales, not when collected by the City.

Summary of Sales and Use Tax Revenues - Jan thru June 2020					
Type	Month	Percent (%) Change		Dollar (\$) Change	
		Month	Y-T-D	From prior year	Between actual and budget
City Sales Tax (2%)	Jun-20	16%	25%	\$ 256,028	\$ 294,847
Use tax on Motor Vehicles (2%)	Jun-20	37%	-15%	\$ (51,278)	\$ (61,181)
Use tax on Building Materials (2%)	Jun-20	-33%	2%	\$ 3,011	\$ 39,727
Lodging Tax - (3%)	Jun-20	-62%	-30%	\$ (31,686)	\$ (35,420)
County Sales Tax	Jun-20	9%	4%	\$ 40,329	\$ 55,278
Public Safety Tax	Jun-20	8%	14%	\$ 244	\$ 4,791
				\$ 216,648	\$ 298,042

The following table compares June 2019 and June 2020 city sales tax revenue by type of sales. Retail trade, including remote retailers, increased 35%. Food services, which were down over the prior year in previous months saw some improvement in June with a 5% increase over 2019.

Sales and Use Tax Revenues by Category (3%)				
June				
Description	2019	2020	1 yr % Chg	1 yr \$ Chg
Sales taxes				
Retail Trade	137,595	185,761	35%	48,166
Manufacturing	6,080	8,574	41%	2,494
Wholesale Trade	10,811	12,894	19%	2,083
Other Miscellaneous	8,747	9,351	7%	604
Utilities	19,208	22,243	16%	3,035
Food	64,316	67,467	5%	3,151
Other Services	6,805	6,746	-1%	(59)
Communications	11,375	10,936	-4%	(439)
Rental and Leasing	11,724	8,748	-25%	(2,976)
Oil and Gas	1,757	318	-82%	(1,439)
Lodging	17,789	10,775	-39%	(7,014)
Subtotal	296,207	343,813	16%	47,606
Remote retailers	10,163	28,800	183%	18,637

Community Center Fund. The combination of the 1% city sales and use tax revenues for the month of June reflect a 15% increase from 2019 revenues and a 13.8% year to date increase.

Revenue vs Expense by Account Type –July 2020. This report presents summary information on revenues and expenses and budget comparisons for all funds. The report includes revenues and expenses by category or type of revenue/expense and by department. The following is a summary of the report by fund showing actual revenues and expenses as a percentage of budget.

Revenues and Expenses as Percentage of Budget July 2020		
Column	Revenues as a % Budget	Expenses as a % of Budget
General Fund	66%	50%
Conservation Trust Fund	47%	0%
Marketing	23%	49%
Community Center	48%	45%
Capital Projects	20%	32%
Debt Service	50%	28%
Devils Canyon Center	0%	0%
Irrigation Water	63%	71%
Sewer	62%	71%
Trash	51%	42%
Fleet Maintenance Fund	100%	58%
Total	57%	52%

Lodger's Tax Detail.

Lodging tax revenues are down 62% for June and down 30% year-to-date. Since the COVID pandemic stay-at-home campaign went into effect (March thru June) lodging tax revenues are down an average of 60% and have not yet shown any significant signs of recovery. The following chart shows a breakdown of the Lodger's Tax collected from hotels, motels and campgrounds, and vacation rentals by owner (VRBO's).

2020 City Lodging Tax - 3% (125-3134)					
	Hotels & Campgrounds		VRBO'S		Monthly Total
	Revenue	% of Total	Revenue	% of Total	
Jan	3,261	91%	313	9%	3,573
Feb	3,657	91%	362	9%	4,019
Mar	4,457	95%	220	5%	4,677
Apr	2,166	94%	139	6%	2,305
May	5,094	92%	419	8%	5,513
Jun	7,425	88%	1,039	12%	8,464
TOTAL	26,059	91%	2,491	9%	28,551

FISCAL IMPACT

None.

APPLICABILITY TO CITY GOALS AND OBJECTIVES

These reports provide financial information to the Council to monitor the City's financial position and may be used as a tool to hold staff accountable for accomplishing goals and objectives set forth in the Budget.

OPTIONS AVAILABLE TO COUNCIL

Approval of Financial Reports

Approval of Financial Reports with clarification on specific items

RECOMMENDATION

It is the recommendation of staff that the Council by motion:

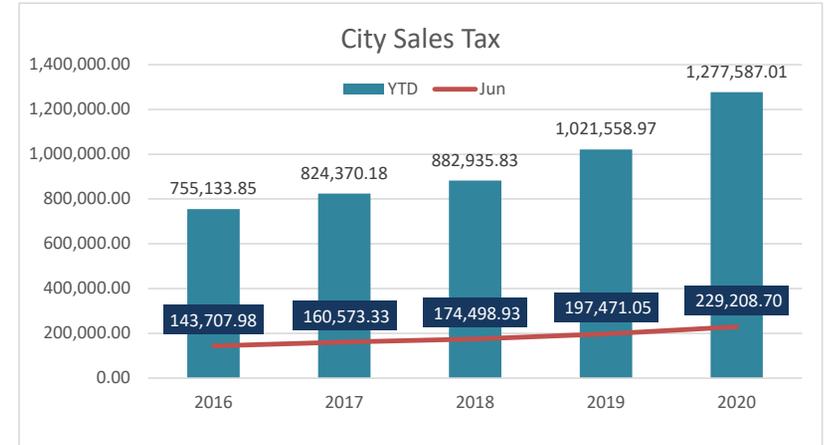
ACCEPT THE JULY 2020 FINANCIAL REPORTS AS PRESENTED

CITY SALES AND USE TAX REPORTS

City Sales Tax - 2% General Fund (110-3131)							
	2016	2017	2018	2019	2020	\$ Variance	% Variance
Jan	102,654.47	110,073.96	116,622.91	124,973.08	190,392.44	65,419.36	52.35%
Feb	109,027.57	106,532.67	106,634.80	144,100.65	167,749.86	23,649.21	16.41%
Mar	122,491.87	139,574.31	159,114.23	165,160.52	242,722.52	77,562.00	46.96%
Apr	130,968.87	143,147.33	158,126.49	191,027.30	211,354.97	20,327.67	10.64%
May	146,283.09	164,468.58	167,938.47	198,826.37	236,158.52	37,332.15	18.78%
Jun	143,707.98	160,573.33	174,498.93	197,471.05	229,208.70	31,737.65	16.07%
Jul	119,795.39	142,369.41	163,430.68	190,974.84			
Aug	142,278.27	144,989.26	175,336.63	200,644.07			
Sep	126,602.05	148,777.11	181,109.36	193,024.68			
Oct	128,845.80	147,596.93	204,845.74	205,934.68			
Nov	116,101.47	144,996.46	153,890.31	192,966.14			
Dec	120,203.83	137,020.73	159,113.63	208,689.86			
TOTAL	1,508,961	1,690,120.08	1,920,662.18	2,213,793.24	1,277,587.01	256,028.04	25.06%
%	3.09%	12.01%	13.64%	15.26%			

2020 Budget= \$2,130,000, 3.8% decrease from 2019 Actual Revenues

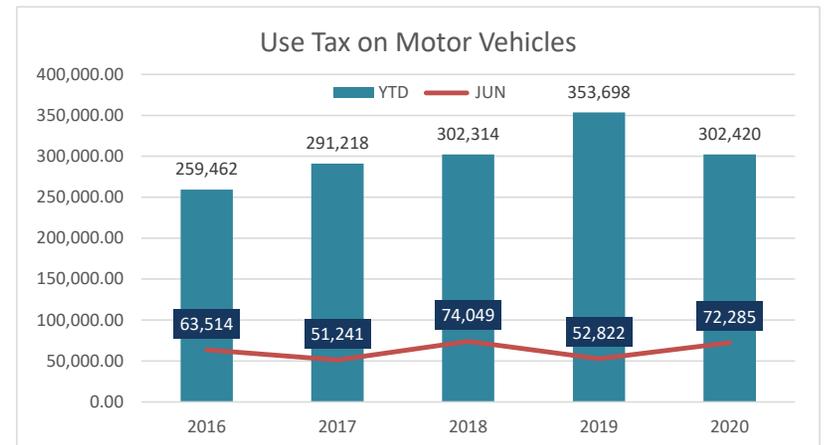
June



Use Tax on Motor Vehicles - 2% General Fund (110-3132)							
	2016	2017	2018	2019	2020	Variance	% Change
JAN	28,122.91	43,562.42	41,597.40	59,067.65	44,776.20	-14,291.45	-24.20%
FEB	36,471.71	45,398.99	42,294.19	35,431.97	59,554.07	24,122.10	68.08%
MAR	40,528.67	52,721.40	46,660.84	56,995.69	53,618.86	-3,376.83	-5.92%
APR	47,068.73	30,578.05	60,910.43	58,679.47	37,062.83	-21,616.64	-36.84%
MAY	43,755.86	67,716.13	36,802.77	90,700.80	35,122.84	-55,577.96	-61.28%
JUN	63,513.86	51,241.39	74,048.50	52,822.10	72,285.02	19,462.92	36.85%
JUL	54,218.60	52,317.23	72,501.97	67,463.71			
AUG	45,673.29	61,190.50	37,103.59	66,028.27			
SEP	44,344.61	71,360.98	62,407.47	46,789.04			
OCT	36,179.44	62,492.61	75,929.88	51,469.53			
NOV	43,817.97	39,313.29	41,987.01	58,715.01			
DEC	49,627.81	61,912.59	36,418.95	46,583.89			
YTD	533,323.46	639,805.58	628,663.00	690,747.13	302,419.82	(51,277.86)	-14.50%
%	-3.59%	19.97%	-1.74%	9.88%			

2020 Budget = \$710,000 - 2.8% increase from 2019 Actual revenues

June



3%

for chart only

CITY SALES AND USE TAX REPORTS

Use Tax on Building Materials - 2% General Fund (110-3133)							
	2016	2017	2018	2019	2020	Variance	% Change
JAN	3,256	11,966.68	40,827.15	19,357.85	14,922.55	-4,435.30	-22.91%
FEB	14,608	3,788.29	24,414.67	19,056.71	10,930.68	-8,126.03	-42.64%
MAR	14,726	3,558.90	38,328.55	9,936.56	41,435.81	31,499.25	317.00%
APR	34,284	13,173.71	20,911.52	24,173.95	10,766.83	-13,407.12	-55.46%
MAY	29,705	11,216.84	37,147.62	32,410.86	38,491.01	6,080.15	18.76%
JUN	12,847	4,893.13	105,602.45	26,190.88	17,591.28	-8,599.60	-32.83%
JUL	13,948	7,689.06	15,634.23	16,836.31			
AUG	8,117	32,557.34	18,073.99	8,864.92			
SEP	49,757	7,864.41	19,407.92	3,865.13			
OCT	7,553	11,756.71	12,148.65	16,537.07			
NOV	10,586	35,906.06	19,278.98	12,122.45			
DEC	3,731	2,702.11	9,762.50	19,073.22			
YTD	203,118	147,073.24	361,538.23	208,425.91	134,138.16	3,011.35	2.30%
%	93.87%	-27.59%	145.82%	-42.35%			

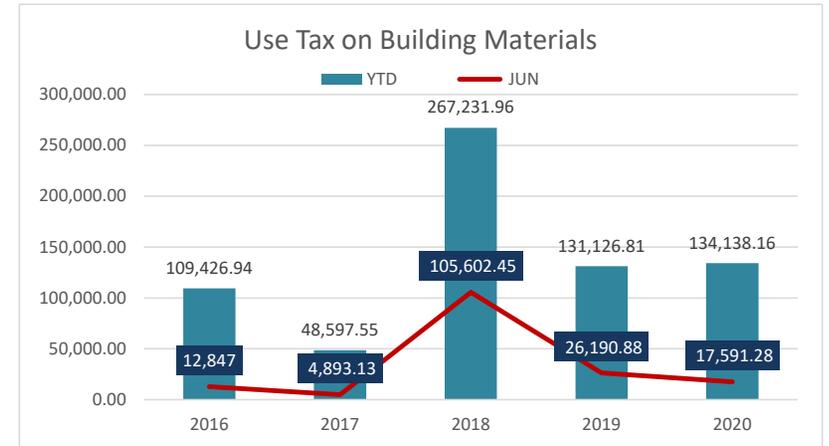
2020 Budget = \$150,000 - 28% decrease from 2019 Actual revenues

June
3%

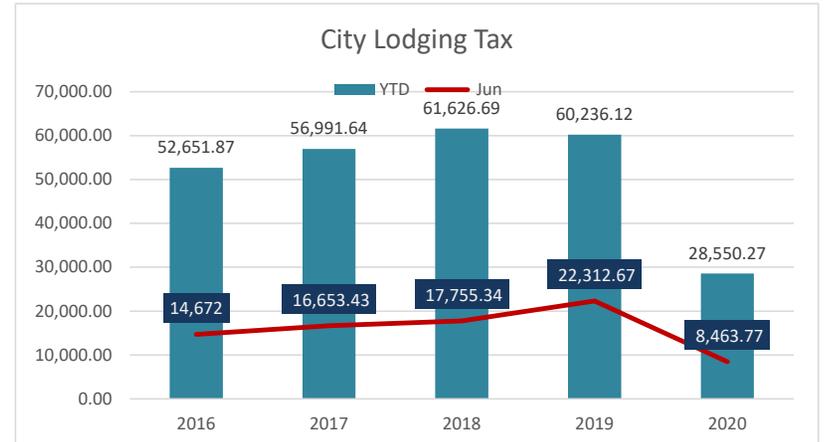
City Lodging Tax - 3% (125-3134)							
	2016	2017	2018	2019	2020	Difference	%
Jan	3,010	2,341.15	3,540.60	2,611.13	3,573.20	962.07	36.84%
Feb	3,650	3,694.45	3,635.19	3,774.09	4,018.26	244.17	6.47%
Mar	7,755	7,910.90	8,698.52	8,249.09	4,677.20	-3,571.89	-43.30%
Apr	9,031	10,908.40	10,215.52	8,046.43	2,305.15	-5,741.28	-71.35%
May	14,534	15,483.31	17,781.52	15,242.71	5,512.69	-9,730.02	-63.83%
Jun	14,672	16,653.43	17,755.34	22,312.67	8,463.77	-13,848.90	-62.07%
Jul	12,858	12,908.87	10,384.16	15,335.70			
Aug	12,210	13,751.20	17,768.30	12,712.49			
Sep	14,162	15,445.86	16,495.92	9,427.07			
Oct	7,155	10,637.39	10,668.75	18,400.75			
Nov	7,801	6,251.33	7,492.25	6,398.12			
Dec	4,009	4,895.53	4,288.01	4,558.22			
TOTAL	110,846	120,881.82	128,724.08	127,068.47	28,550.27	-31,685.85	-29.61%
	3.89%	9.05%	6.49%	-1.29%			

2020 Budget = \$135,000 - 6.2% increase from 2019 actual revenues

June



for chart only

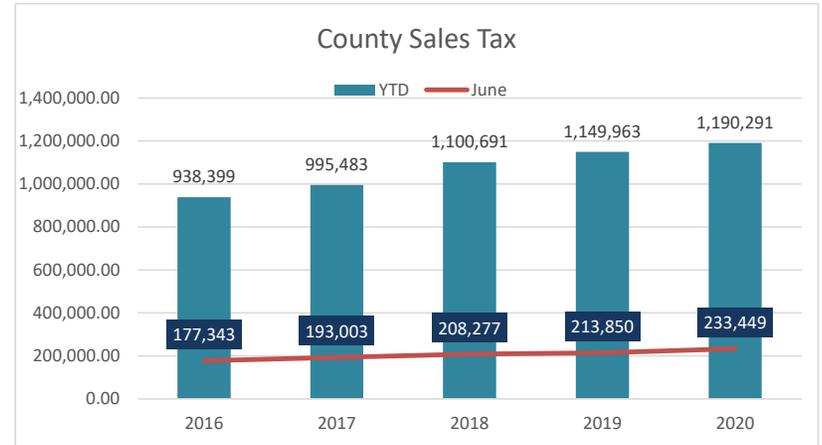


CITY SALES AND USE TAX REPORTS

County Sales Tax - 2% (110-3130)								
	2016	2017	2018	2019	2020	\$ Variance	% Variance	
Jan	143,234	136,307.24	146,939.45	168,991.80	178,526.13	9,534.33	5.64%	
Feb	140,143	142,434.80	176,530.32	161,231.36	181,438.93	20,207.57	12.53%	
Mar	155,984	172,028.79	185,516.49	198,980.47	188,855.08	-10,125.39	-5.09%	
Apr	159,418	173,380.86	189,469.26	197,897.18	187,855.58	-10,041.60	-5.07%	
May	162,276	178,328.17	193,958.66	209,011.45	220,166.38	11,154.93	5.34%	
Jun	177,343	193,003.33	208,276.71	213,850.33	233,449.26	19,598.93	9.16%	
Jul	150,781	178,723.35	189,768.49	210,475.42				
Aug	173,860	188,794.09	199,733.45	216,142.51				
Sep	164,869	186,027.87	195,797.26	206,870.89				
Oct	156,670	173,689.04	188,033.02	210,951.31				
Nov	157,683	174,721.72	184,074.04	204,326.68				
Dec	182,095	203,167.47	215,052.48	233,401.07				
TOTAL	1,924,355	2,100,606.73	2,273,149.63	2,432,130.47	1,190,291.36	40,328.77	3.51%	
%	-2.79%	9.16%	8.21%	6.99%				

2020 Budget=\$2,400,000, 1.3% decrease from 2019 actual revenue

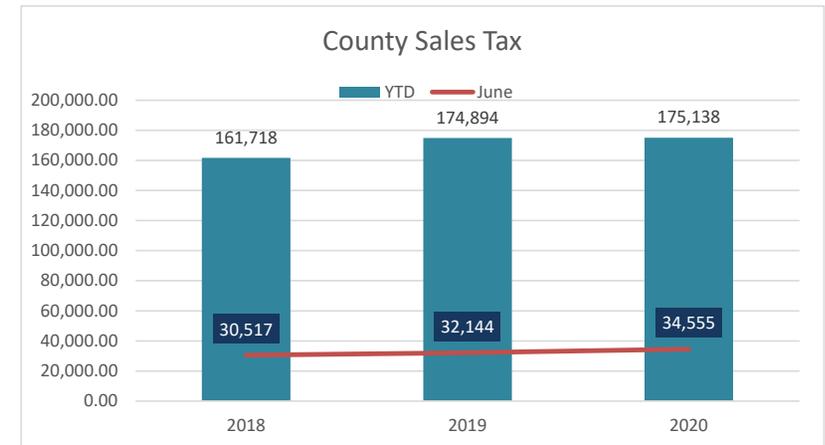
June



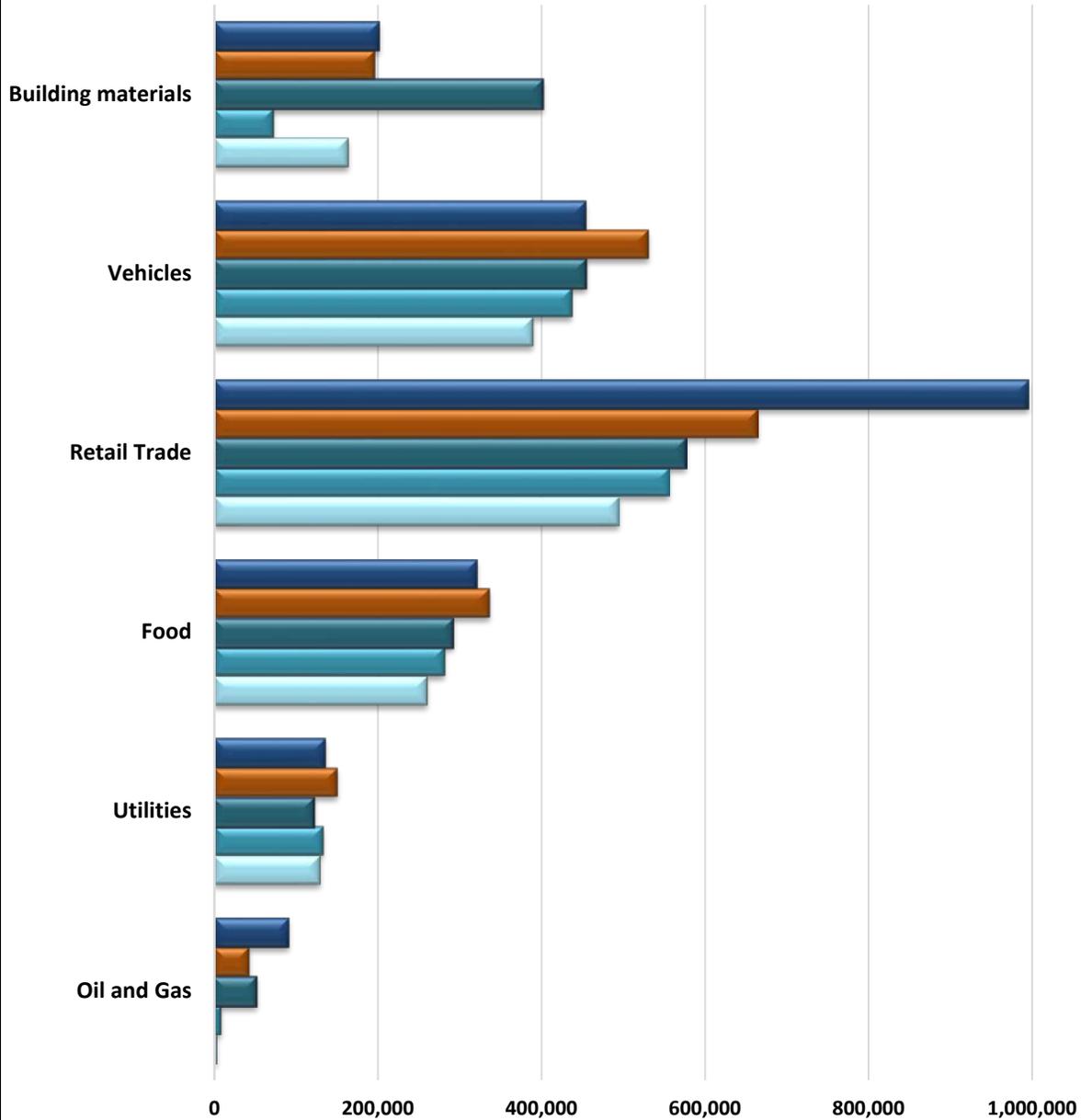
County Sales Tax - 0.37% Public Safety Tax (110-3129)								
	2016	2017	2018	2019	2020	\$ Variance	% Variance	
Jan			23,704.20	25,508.99	26,762.07	1,253.08	4.91%	
Feb			23,956.30	24,195.07	26,744.72	2,549.65	10.54%	
Mar			25,560.92	30,317.68	26,640.82	-3,676.86	-12.13%	
Apr			28,690.41	30,643.86	27,635.27	-3,008.59	-9.82%	
May			29,288.65	32,085.32	32,800.08	714.76	2.23%	
Jun			30,517.49	32,143.50	34,555.49	2,411.99	7.50%	
Jul			28,181.20	31,495.72				
Aug			29,822.85	32,200.79				
Sep			29,235.41	31,197.04				
Oct			27,412.35	31,996.22				
Nov			27,259.12	30,373.05				
Dec			32,203.19	35,263.78				
TOTAL	0.00	0.00	335,832.09	367,421.02	175,138.45	244.03	0.14%	
%			9.41%					

2020 Budget=\$358,000, 2.6% decrease from 2019 actual revenue

June



City 3% Sales and Use Tax by Top 6 Industries Year to Date History thru June 2020



	Oil and Gas	Utilities	Food	Retail Trade	Vehicles	Building materials
2020	90,824	135,683	320,933	995,347	453,630	201,207
2019	43,141	151,072	336,821	664,323	530,547	196,690
2018	51,583	121,566	291,272	575,084	453,471	400,848
2017	8,761	133,438	281,502	556,282	436,828	72,896
2016	3,878	129,812	260,422	494,332	389,193	164,140

■ 2020
 ■ 2019
 ■ 2018
 ■ 2017
 ■ 2016

2020 COMMUNITY CENTER FUND TAX REVENUES

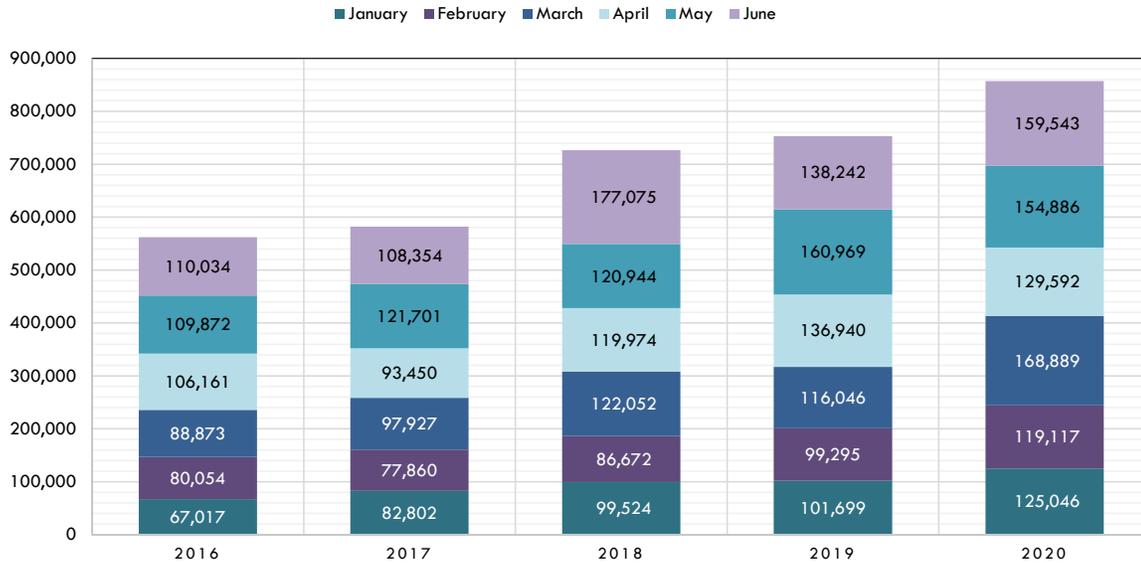
June 2020 Report

Month					2020 Tax Revenues					
	2016 Total	2017 Total	2018 Total	2019 Total	City Sales	Use Tax Motor Vehicles	Use Tax Building Materials	Total	\$ Change	% Chg
January	67,017	82,802	99,524	101,699	95,196.22	22,388.10	7,461.27	125,045.59	23,346	22.96%
February	80,054	77,860	86,672	99,295	83,874.93	29,777.03	5,465.34	119,117.30	19,823	19.96%
March	88,873	97,927	122,052	116,046	121,361.30	26,809.43	20,717.91	168,888.64	52,842	45.54%
April	106,161	93,450	119,974	136,940	105,677.48	18,531.42	5,383.42	129,592.32	-7,348	-5.37%
May	109,872	121,701	120,944	160,969	118,079.30	17,561.42	19,245.50	154,886.22	-6,083	-3.78%
June	110,034	108,354	177,075	138,242	114,604.39	36,142.52	8,795.64	159,542.55	21,301	15.41%
July	93,981	101,188	125,783	137,637						
August	98,034	119,369	115,257	137,769						
September	110,352	114,001	131,462	121,839						
October	86,289	110,923	146,462	136,971						
November	85,253	110,108	107,578	131,902						
December	86,781	100,818	102,648	137,173						
TOTAL	1,122,701	1,238,499	1,455,432	1,556,483	638,793.62	151,209.92	67,069.08	857,072.62	103,881	13.79%
% Change	5.83%	10.31%	17.52%	6.94%						
2020 Budget					1,065,000	361,500	75,000	1,501,500		
% of Budget					59.98%	41.83%	89.43%	57.08%		

562,011 582,093 726,241 753,192

857,073 103,881 13.79%

HISTORICAL DATA - 2016 THRU 2020



General Ledger
Actual vs Budget Report

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COLORADO

Sort Level	Description	Period Amt	End Bal	Budget	Variance	% ExpendCollect
110	General Fund					
000						
R01	Taxes	-902,885.36	-5,256,496.00	-7,763,300.00	-2,506,804.00	67.71
R02	Licenses and permits	-1,765.00	-14,735.00	-32,750.00	-18,015.00	44.99
R03	Intergovernmental revenue	-52,083.10	-347,276.20	-679,500.00	-332,223.80	51.11
R04	Charges for services	-4,081.36	-56,367.36	-183,350.00	-126,982.64	30.74
R05	Fines and forfeitures	-953.90	-9,417.63	-18,900.00	-9,482.37	49.83
R06	Interest	-1,976.87	-50,113.87	-60,000.00	-9,886.13	83.52
R07	Donations	-205.00	-44,447.07	-18,500.00	25,947.07	240.25
R08	Miscellaneous	-154.65	-28,990.45	-3,000.00	25,990.45	966.35
R09	Transfers from other funds	0.00	-120,250.00	-240,500.00	-120,250.00	50.00
R10	Other financing sources	-2,943.00	-2,972.15	0.00	2,972.15	0.00
R12	Rents	-1,959.01	-30,768.07	-36,000.00	-5,231.93	85.47
000		-969,007.25	-5,961,833.80	-9,035,800.00	-3,073,966.20	65.98
410	<i>General Government Department</i>					
E01	Personnel services, salaries	27,414.40	152,328.49	257,075.00	104,746.51	59.25
E02	Personnel services, benefits	6,304.09	40,849.13	65,300.00	24,450.87	62.56
E03	Purchased professional service	7,567.00	72,076.64	150,750.00	78,673.36	47.81
E04	Purchased property services	553.86	2,953.92	7,450.00	4,496.08	39.65
E05	Other purchased services	199.52	1,728.41	7,100.00	5,371.59	24.34
E06	Supplies	296.29	21,063.59	24,600.00	3,536.41	85.62
E08	Special projects	0.00	29,153.00	39,200.00	10,047.00	74.37
410	<i>General Government Department</i>	42,335.16	320,153.18	551,475.00	231,321.82	58.05
415	<i>Administration Department</i>					
E01	Personnel services, salaries	46,221.26	233,169.90	395,150.00	161,980.10	59.01
E02	Personnel services, benefits	10,254.14	73,363.68	130,925.00	57,561.32	56.03
E03	Purchased professional service	1,370.85	9,392.26	55,250.00	45,857.74	17.00
E04	Purchased property services	9,983.33	97,583.84	140,175.00	42,591.16	69.62
E05	Other purchased services	178.06	10,517.78	35,850.00	25,332.22	29.34
E06	Supplies	2,003.99	19,178.69	45,025.00	25,846.31	42.60
E07	Capital	0.00	11,025.00	17,800.00	6,775.00	61.94

Sort Level	Description	Period Amt	End Bal	Budget	Variance	% ExpendCollect
415	<i>Administration Department</i>	70,011.63	454,231.15	820,175.00	365,943.85	55.38
418	<i>Engineering Department</i>					
E01	Personnel services, salaries	25,953.72	137,581.01	225,000.00	87,418.99	61.15
E02	Personnel services, benefits	7,861.73	57,501.20	88,100.00	30,598.80	65.27
E03	Purchased professional service	0.00	5,030.00	7,900.00	2,870.00	63.67
E04	Purchased property services	0.00	3,737.40	4,200.00	462.60	88.99
E05	Other purchased services	100.28	585.86	3,250.00	2,664.14	18.03
E06	Supplies	146.36	949.15	4,700.00	3,750.85	20.19
418	<i>Engineering Department</i>	34,062.09	205,384.62	333,150.00	127,765.38	61.65
419	<i>Community Development Dpmt</i>					
E01	Personnel services, salaries	24,125.75	129,825.53	214,100.00	84,274.47	60.64
E02	Personnel services, benefits	7,842.48	55,475.63	86,325.00	30,849.37	64.26
E03	Purchased professional service	286.00	563.15	1,500.00	936.85	37.54
E04	Purchased property services	0.00	3,900.00	3,900.00	0.00	100.00
E05	Other purchased services	43.88	2,469.15	8,400.00	5,930.85	29.39
E06	Supplies	581.24	1,491.55	5,575.00	4,083.45	26.75
E08	Special projects	8,602.46	48,966.43	112,100.00	63,133.57	43.68
419	<i>Community Development Dpmt</i>	41,481.81	242,691.44	431,900.00	189,208.56	56.19
421	<i>Police Department</i>					
E01	Personnel services, salaries	144,635.78	755,659.19	1,278,450.00	522,790.81	59.11
E02	Personnel services, benefits	44,208.13	337,224.82	554,925.00	217,700.18	60.77
E03	Purchased professional service	-1,184.01	1,084.96	16,025.00	14,940.04	6.77
E04	Purchased property services	1,457.58	83,511.95	100,150.00	16,638.05	83.39
E05	Other purchased services	24,447.60	178,686.97	348,400.00	169,713.03	51.29
E06	Supplies	3,073.35	24,363.42	75,900.00	51,536.58	32.10
E07	Capital	926.52	135,322.19	148,300.00	12,977.81	91.25
421	<i>Police Department</i>	217,564.95	1,515,853.50	2,522,150.00	1,006,296.50	60.10
431	<i>Public Works Department</i>					
E01	Personnel services, salaries	60,543.18	295,220.05	536,000.00	240,779.95	55.08
E02	Personnel services, benefits	17,585.01	142,350.47	230,900.00	88,549.53	61.65
E03	Purchased professional service	0.00	5,370.80	9,300.00	3,929.20	57.75
E04	Purchased property services	155,810.25	377,673.32	481,275.00	103,601.68	78.47
E05	Other purchased services	190.30	1,138.12	4,150.00	3,011.88	27.42
E06	Supplies	18,055.05	147,186.00	343,400.00	196,214.00	42.86
E07	Capital	0.00	20,879.14	130,800.00	109,920.86	15.96
431	<i>Public Works Department</i>	252,183.79	989,817.90	1,735,825.00	746,007.10	57.02
451	<i>Parks and Recreation Dept</i>					
E01	Personnel services, salaries	61,539.05	304,532.15	542,775.00	238,242.85	56.11

Sort Level	Description	Period Amt	End Bal	Budget	Variance	% ExpendCollect
E02	Personnel services, benefits	16,578.56	117,430.32	183,350.00	65,919.68	64.05
E03	Purchased professional service	68.24	16,141.16	27,050.00	10,908.84	59.67
E04	Purchased property services	2,813.17	88,619.00	145,850.00	57,231.00	60.76
E05	Other purchased services	115.32	1,611.10	5,750.00	4,138.90	28.02
E06	Supplies	2,733.93	62,066.37	139,625.00	77,558.63	44.45
E07	Capital	1,780.88	8,425.88	42,000.00	33,574.12	20.06
E08	Special projects	72.10	46,961.60	111,000.00	64,038.40	42.31
451	<i>Parks and Recreation Dept</i>	85,701.25	645,787.58	1,197,400.00	551,612.42	53.93
490	<i>Non-Departmental Expenses</i>					
E02	Personnel services, benefits	4,210.18	4,286.47	0.00	-4,286.47	0.00
E03	Purchased professional service	6,599.13	64,611.99	71,500.00	6,888.01	90.37
E04	Purchased property services	352.33	3,469.32	8,200.00	4,730.68	42.31
E05	Other purchased services	276.19	130,324.42	155,000.00	24,675.58	84.08
E08	Special projects	0.00	13,750.00	73,000.00	59,250.00	18.84
E11	Contingency	0.00	0.00	514,925.00	514,925.00	0.00
E12	Transfers to other funds	0.00	91,986.67	1,014,450.00	922,463.33	9.07
490	<i>Non-Departmental Expenses</i>	11,437.83	308,428.87	1,837,075.00	1,528,646.13	16.79
Revenue Total		-969,007.25	-5,961,833.80	-9,035,800.00	-3,073,966.20	-0.6598
Expense Total		754,778.51	4,682,348.24	9,429,150.00	4,746,801.76	0.4966
110	General Fund	-214,228.74	-1,279,485.56	393,350.00	1,672,835.56	-325.28

General Ledger
Actual vs Budget Report

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COLORADO

Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
121	Conservation Trust Fund					
000						
R03	Intergovernmental revenue	0.00	-66,029.67	-140,000.00	-73,970.33	47.16
R06	Interest	-10.84	-92.47	-100.00	-7.53	92.47
000		-10.84	-66,122.14	-140,100.00	-73,977.86	47.20
Revenue Total		-10.84	-66,122.14	-140,100.00	-73,977.86	-0.4720
Expense Total		0.00	0.00	0.00	0.00	0.0000
121	Conservation Trust Fund	-10.84	-66,122.14	-140,100.00	-73,977.86	47.20

General Ledger
Actual vs Budget Report

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Period 07 - 07
Fiscal Year 2020



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COLORADO

Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
124	Economic Development Fund					
000						
R09	Transfers from other funds	0.00	0.00	-69,600.00	-69,600.00	0.00
000		0.00	0.00	-69,600.00	-69,600.00	0.00
465	<i>Marketing Operations</i>					
E03	Purchased professional service	0.00	0.00	9,600.00	9,600.00	0.00
E08	Special projects	0.00	0.00	60,000.00	60,000.00	0.00
465	<i>Marketing Operations</i>	0.00	0.00	69,600.00	69,600.00	0.00
Revenue Total		0.00	0.00	-69,600.00	-69,600.00	0.0000
Expense Total		0.00	0.00	69,600.00	69,600.00	0.0000
124	Economic Development Fund	0.00	0.00	0.00	0.00	0.00

General Ledger
Actual vs Budget Report

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Period 07 - 07
Fiscal Year 2020



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COLORADO

Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
125	Marketing and Promotion Fund					
<i>000</i>						
R01	Taxes	-8,463.77	-33,108.49	-135,000.00	-101,891.51	24.52
R04	Charges for services	0.00	-122.00	0.00	122.00	0.00
R06	Interest	-4.22	-36.04	0.00	36.04	0.00
R09	Transfers from other funds	0.00	0.00	-12,000.00	-12,000.00	0.00
<i>000</i>		-8,467.99	-33,266.53	-147,000.00	-113,733.47	22.63
<i>465</i>	<i>Marketing Operations</i>					
E01	Personnel services, salaries	1,894.51	10,051.93	16,450.00	6,398.07	61.11
E02	Personnel services, benefits	373.93	2,380.62	3,850.00	1,469.38	61.83
E04	Purchased property services	15.00	176.69	1,800.00	1,623.31	9.82
E05	Other purchased services	10,822.00	28,362.00	50,000.00	21,638.00	56.72
E08	Special projects	3,000.00	31,000.00	33,000.00	2,000.00	93.94
E11	Contingency	0.00	0.00	41,900.00	41,900.00	0.00
<i>465</i>	<i>Marketing Operations</i>	<i>16,105.44</i>	<i>71,971.24</i>	<i>147,000.00</i>	<i>75,028.76</i>	<i>48.96</i>
Revenue Total		-8,467.99	-33,266.53	-147,000.00	-113,733.47	-0.2263
Expense Total		16,105.44	71,971.24	147,000.00	75,028.76	0.4896
125	Marketing and Promotion Fund	7,637.45	38,704.71	0.00	-38,704.71	0.00

General Ledger
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COLORADO

Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
127	Community Center Fund					
000						
R01	Taxes	-172,861.34	-985,227.73	-1,501,500.00	-516,272.27	65.62
R04	Charges for services	-58,968.31	-353,487.60	-1,275,000.00	-921,512.40	27.72
R06	Interest	-309.41	-9,933.86	-1,250.00	8,683.86	794.71
R07	Donations	0.00	-2,625.00	0.00	2,625.00	0.00
R08	Miscellaneous	-14.51	1,298.21	-1,000.00	-2,298.21	-129.82
R09	Transfers from other funds	0.00	-47,500.00	-95,000.00	-47,500.00	50.00
R12	Rents	-3,545.42	-30,523.75	-71,200.00	-40,676.25	42.87
000		-235,698.99	-1,427,999.73	-2,944,950.00	-1,516,950.27	48.49
451	<i>Parks and Recreation Dept</i>					
E01	Personnel services, salaries	128,428.15	581,362.73	1,154,450.00	573,087.27	50.36
E02	Personnel services, benefits	21,902.75	155,717.79	258,425.00	102,707.21	60.26
E03	Purchased professional service	639.02	14,068.54	33,850.00	19,781.46	41.56
E04	Purchased property services	11,386.76	82,740.25	109,400.00	26,659.75	75.63
E05	Other purchased services	-400.98	27,063.74	34,050.00	6,986.26	79.48
E06	Supplies	10,471.39	99,964.08	251,975.00	152,010.92	39.67
E07	Capital	0.00	64,175.25	213,600.00	149,424.75	30.04
E08	Special projects	0.00	12,702.19	25,000.00	12,297.81	50.81
E11	Contingency	0.00	0.00	302,050.00	302,050.00	0.00
E12	Transfers to other funds	0.00	359,050.00	718,100.00	359,050.00	50.00
451	<i>Parks and Recreation Dept</i>	172,427.09	1,396,844.57	3,100,900.00	1,704,055.43	45.05
Revenue Total		-235,698.99	-1,427,999.73	-2,944,950.00	-1,516,950.27	-0.4849
Expense Total		172,427.09	1,396,844.57	3,100,900.00	1,704,055.43	0.4505
127	Community Center Fund	-63,271.90	-31,155.16	155,950.00	187,105.16	-19.98

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COLORADO

Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
130	Capital Projects Fund					
000						
R06	Interest	-364.30	-9,611.65	0.00	9,611.65	0.00
000		-364.30	-9,611.65	0.00	9,611.65	0.00
733	<i>Sidewalk Replacement</i>					
E07	Capital	0.00	12,576.00	30,000.00	17,424.00	41.92
R05	Fines and forfeitures	-695.00	-1,522.80	0.00	1,522.80	0.00
R09	Transfers from other funds	0.00	0.00	-30,000.00	-30,000.00	0.00
733	<i>Sidewalk Replacement</i>	-695.00	11,053.20	0.00	-11,053.20	0.00
735	<i>Overlays</i>					
E07	Capital	0.00	38.88	210,000.00	209,961.12	0.02
R09	Transfers from other funds	0.00	0.00	-200,000.00	-200,000.00	0.00
735	<i>Overlays</i>	0.00	38.88	10,000.00	9,961.12	0.39
736	<i>Business Park Improvements</i>					
E07	Capital	0.00	0.00	200,000.00	200,000.00	0.00
R03	Intergovernmental revenue	0.00	0.00	-50,000.00	-50,000.00	0.00
R11	Development impact fees	0.00	0.00	-121,700.00	-121,700.00	0.00
736	<i>Business Park Improvements</i>	0.00	0.00	28,300.00	28,300.00	0.00
737	<i>K.4 Road Improvements</i>					
E07	Capital	325,308.61	346,351.90	688,000.00	341,648.10	50.34
R09	Transfers from other funds	0.00	-11,748.20	-340,500.00	-328,751.80	3.45
R11	Development impact fees	0.00	-21,051.29	-157,500.00	-136,448.71	13.37
737	<i>K.4 Road Improvements</i>	325,308.61	313,552.41	190,000.00	-123,552.41	165.03
742	<i>Hwy 340 and I-70 Improvements</i>					
E03	Purchased professional service	0.00	7,565.00	23,700.00	16,135.00	31.92
E07	Capital	0.00	0.00	55,525.00	55,525.00	0.00
R09	Transfers from other funds	0.00	-7,565.00	-79,225.00	-71,660.00	9.55
742	<i>Hwy 340 and I-70 Improvements</i>	0.00	0.00	0.00	0.00	0.00

Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
749	<i>Fremont Street Design</i>					
E03	Purchased professional service	0.00	0.00	410,000.00	410,000.00	0.00
R03	Intergovernmental revenue	0.00	0.00	-205,000.00	-205,000.00	0.00
R09	Transfers from other funds	0.00	0.00	-205,000.00	-205,000.00	0.00
749	<i>Fremont Street Design</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
783	<i>Civic Center Improvements</i>					
E07	Capital	0.00	0.00	17,000.00	17,000.00	0.00
R09	Transfers from other funds	0.00	0.00	-17,000.00	-17,000.00	0.00
783	<i>Civic Center Improvements</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
790	<i>Kokopelli Trail</i>					
E07	Capital	16,782.77	337,046.72	590,000.00	252,953.28	57.13
R03	Intergovernmental revenue	0.00	-320,242.67	-590,000.00	-269,757.33	54.28
790	<i>Kokopelli Trail</i>	<i>16,782.77</i>	<i>16,804.05</i>	<i>0.00</i>	<i>-16,804.05</i>	<i>0.00</i>
794	<i>Little Salt Wash Park</i>					
R03	Intergovernmental revenue	0.00	0.00	0.00	0.00	0.00
794	<i>Little Salt Wash Park</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
841	<i>Big Salt Wash Trail</i>					
E07	Capital	0.00	25,173.47	27,000.00	1,826.53	93.24
R09	Transfers from other funds	0.00	-25,173.47	-27,000.00	-1,826.53	93.24
841	<i>Big Salt Wash Trail</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Revenue Total		-1,059.30	-396,915.08	-2,022,925.00	-1,626,009.92	-0.1962
Expense Total		342,091.38	728,751.97	2,251,225.00	1,522,473.03	0.3237
130	Capital Projects Fund	341,032.08	331,836.89	228,300.00	-103,536.89	145.35

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Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
140	Debt Service Fund					
000						
R06	Interest	-280.59	-5,496.59	-13,000.00	-7,503.41	42.28
R09	Transfers from other funds	0.00	-356,050.00	-712,100.00	-356,050.00	50.00
000		-280.59	-361,546.59	-725,100.00	-363,553.41	49.86
470	<i>Debt Service</i>					
E09	Debt service principal	0.00	0.00	320,000.00	320,000.00	0.00
E10	Debt interest & bond issuance	0.00	202,300.00	405,100.00	202,800.00	49.94
470	<i>Debt Service</i>	0.00	202,300.00	725,100.00	522,800.00	27.90
Revenue Total		-280.59	-361,546.59	-725,100.00	-363,553.41	-0.4986
Expense Total		0.00	202,300.00	725,100.00	522,800.00	0.2790
140	Debt Service Fund	-280.59	-159,246.59	0.00	159,246.59	0.00

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Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
210	Devils Canyon Center Fund					
<i>000</i>						
R06	Interest	-31.36	-267.62	0.00	267.62	0.00
R08	Miscellaneous	0.00	-1,666.61	0.00	1,666.61	0.00
<i>000</i>		<i>-31.36</i>	<i>-1,934.23</i>	<i>0.00</i>	<i>1,934.23</i>	<i>0.00</i>
<i>450</i>	<i>DCC Administration</i>					
E12	Transfers to other funds	0.00	0.00	43,875.00	43,875.00	0.00
<i>450</i>	<i>DCC Administration</i>	<i>0.00</i>	<i>0.00</i>	<i>43,875.00</i>	<i>43,875.00</i>	<i>0.00</i>
Revenue Total		-31.36	-1,934.23	0.00	1,934.23	0.0000
Expense Total		0.00	0.00	43,875.00	43,875.00	0.0000
210	Devils Canyon Center Fund	-31.36	-1,934.23	43,875.00	45,809.23	-4.41

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Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
211	Irrigation Water Fund					
000						
R04	Charges for services	-87.59	-76,587.74	-122,000.00	-45,412.26	62.78
R06	Interest	-4.22	-36.00	0.00	36.00	0.00
000		-91.81	-76,623.74	-122,000.00	-45,376.26	62.81
431	<i>Public Works Department</i>					
E01	Personnel services, salaries	7,836.28	39,764.59	58,250.00	18,485.41	68.27
E02	Personnel services, benefits	3,054.24	22,302.15	24,425.00	2,122.85	91.31
E04	Purchased property services	0.00	2,100.00	2,100.00	0.00	100.00
E05	Other purchased services	676.86	3,270.59	8,400.00	5,129.41	38.94
E06	Supplies	165.62	11,680.80	15,125.00	3,444.20	77.23
E12	Transfers to other funds	0.00	5,250.00	10,500.00	5,250.00	50.00
431	<i>Public Works Department</i>	11,733.00	84,368.13	118,800.00	34,431.87	71.02
Revenue Total		-91.81	-76,623.74	-122,000.00	-45,376.26	-0.6281
Expense Total		11,733.00	84,368.13	118,800.00	34,431.87	0.7102
211	Irrigation Water Fund	11,641.19	7,744.39	-3,200.00	-10,944.39	-242.01

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Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
212	Sewer Fund					
000						
R03	Intergovernmental revenue	-35,208.05	-342,245.98	-342,225.00	20.98	100.01
R04	Charges for services	-86,782.10	-2,227,920.75	-3,780,000.00	-1,552,079.25	58.94
R06	Interest	-1,227.33	-22,341.70	-45,000.00	-22,658.30	49.65
R08	Miscellaneous	0.00	-2,970.54	-1,500.00	1,470.54	198.04
R10	Other financing sources	-3,250.00	-3,250.00	0.00	3,250.00	0.00
000		-126,467.48	-2,598,728.97	-4,168,725.00	-1,569,996.03	62.34
433	<i>Sewer</i>					
E01	Personnel services, salaries	65,579.02	337,195.87	605,075.00	267,879.13	55.73
E02	Personnel services, benefits	26,867.54	166,082.18	264,175.00	98,092.82	62.87
E03	Purchased professional service	1,142.24	13,481.30	51,500.00	38,018.70	26.18
E04	Purchased property services	1,749.55	40,296.03	56,000.00	15,703.97	71.96
E05	Other purchased services	505.58	71,705.93	163,100.00	91,394.07	43.96
E06	Supplies	8,080.02	166,566.59	342,600.00	176,033.41	48.62
E07	Capital	0.00	7,275.00	59,075.00	51,800.00	12.31
E09	Debt service principal	422,500.00	845,000.00	845,000.00	0.00	100.00
E10	Debt interest & bond issuance	237,063.34	474,126.68	474,150.00	23.32	100.00
E11	Contingency	0.00	0.00	76,100.00	76,100.00	0.00
E12	Transfers to other funds	0.00	82,500.00	165,000.00	82,500.00	50.00
433	<i>Sewer</i>	763,487.29	2,204,229.58	3,101,775.00	897,545.42	71.06
600	<i>Treatment System</i>					
E03	Purchased professional service	650.00	13,238.78	27,125.00	13,886.22	48.81
E07	Capital	0.00	145,099.00	323,725.00	178,626.00	44.82
600	<i>Treatment System</i>	650.00	158,337.78	350,850.00	192,512.22	45.13
601	<i>Lift Stations</i>					
E07	Capital	0.00	380.34	83,200.00	82,819.66	0.46
601	<i>Lift Stations</i>	0.00	380.34	83,200.00	82,819.66	0.46
602	<i>Lagoons</i>					
E07	Capital	0.00	0.00	100,000.00	100,000.00	0.00
602	<i>Lagoons</i>	0.00	0.00	100,000.00	100,000.00	0.00

Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
603	<i>Sewer Line Upgrades</i>					
E07	Capital	0.00	0.00	225,000.00	225,000.00	0.00
603	<i>Sewer Line Upgrades</i>	0.00	0.00	225,000.00	225,000.00	0.00
605	<i>Sewer Line Extensions</i>					
E07	Capital	0.00	1,547,480.66	1,625,750.00	78,269.34	95.19
605	<i>Sewer Line Extensions</i>	0.00	1,547,480.66	1,625,750.00	78,269.34	95.19
Revenue Total		-126,467.48	-2,598,728.97	-4,168,725.00	-1,569,996.03	-0.6234
Expense Total		764,137.29	3,910,428.36	5,486,575.00	1,576,146.64	0.7127
212	Sewer Fund	637,669.81	1,311,699.39	1,317,850.00	6,150.61	99.53

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Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
215	Trash Fund					
000						
R04	Charges for services	-1,222.07	-411,649.53	-805,000.00	-393,350.47	51.14
R06	Interest	-4.79	-40.85	0.00	40.85	0.00
000		-1,226.86	-411,690.38	-805,000.00	-393,309.62	51.14
432	<i>Sanitation Department</i>					
E05	Other purchased services	0.00	311,457.18	746,000.00	434,542.82	41.75
E12	Transfers to other funds	0.00	29,500.00	59,000.00	29,500.00	50.00
432	<i>Sanitation Department</i>	<i>0.00</i>	<i>340,957.18</i>	<i>805,000.00</i>	<i>464,042.82</i>	<i>42.35</i>
Revenue Total		-1,226.86	-411,690.38	-805,000.00	-393,309.62	-0.5114
Expense Total		0.00	340,957.18	805,000.00	464,042.82	0.4235
215	Trash Fund	-1,226.86	-70,733.20	0.00	70,733.20	0.00

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Sort Level	Description	Period Amt	End Bal	Budget	Variance	% Expend/Collect
220	Fleet Maintenance Fund					
000						
R04	Charges for services	0.00	-329,775.00	-329,775.00	0.00	100.00
000		0.00	-329,775.00	-329,775.00	0.00	100.00
431	<i>Public Works Department</i>					
E01	Personnel services, salaries	14,848.26	77,926.42	137,400.00	59,473.58	56.72
E02	Personnel services, benefits	5,560.06	41,159.04	64,825.00	23,665.96	63.49
E03	Purchased professional service	0.00	481.00	1,500.00	1,019.00	32.07
E04	Purchased property services	2,519.66	15,578.32	32,300.00	16,721.68	48.23
E06	Supplies	5,224.87	54,271.90	91,750.00	37,478.10	59.15
E07	Capital	0.00	1,900.00	2,000.00	100.00	95.00
431	<i>Public Works Department</i>	28,152.85	191,316.68	329,775.00	138,458.32	58.01
Revenue Total		0.00	-329,775.00	-329,775.00	0.00	-1.0000
Expense Total		28,152.85	191,316.68	329,775.00	138,458.32	0.5801
220	Fleet Maintenance Fund	28,152.85	-138,458.32	0.00	138,458.32	0.00

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<u>Sort Level</u>	<u>Description</u>	<u>Period Amt</u>	<u>End Bal</u>	<u>Budget</u>	<u>Variance</u>	<u>% Expend/Collect</u>
	<i>Revenue Total</i>	-1,342,342.47	-11,666,436.19	-20,510,975.00	-8,844,538.81	-0.5688
	<i>Expense Total</i>	2,089,425.56	11,609,286.37	22,507,000.00	10,897,713.63	0.5158



FRUITA
COLORADO

AGENDA ITEM COVER SHEET

TO: FRUITA CITY COUNCIL AND MAYOR
FROM: MARGARET SELL, FINANCE DIRECTOR/CITY CLERK
DATE: AUGUST 18, 2020
RE: GALLAGHER STABILIZATION BALLOT QUESTION

BACKGROUND

Attached is a memorandum from the City Attorney regarding the Gallagher Amendment as it relates to property tax revenues for potential consideration for placement on the ballot for the November election. This item is for informational purposes and may be placed on the workshop agenda for additional discussion if desired by the City Council.

FISCAL IMPACT

Costs for a coordinated election are unknown. However, the last coordinated election conducted in 2008 cost \$12,700. The amount could be significantly higher in 2020 with a rough estimate of approximately \$20,000 including cost for TABOR mailings, etc.

The future fiscal impact from the reduction in residential assessment ratios is unknown and is based on the value of property yet to be determined. However, using historical data, a reduction in the assessment ratio from 7.15% to 5.88% would have a negative impact on property taxes of \$158,000.

APPLICABILITY TO CITY GOALS AND OBJECTIVES

Property tax revenues are a significant portion of the General Fund revenues that support core services of the City. Therefore, the impacts of a reduction in revenues have an impact on the ability to perform core services for the community.

RECOMMENDATION

It is the recommendation of staff that the Council provide direction to staff on this issue and either take no action or request that it be placed on the workshop agenda for additional discussion.

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To: Honorable Joel Kincaid; Fruita City Councilmembers
CC: Mike Bennett; Margaret Sell
From: Paul Wisor
Re: Gallagher Stabilization Ballot Question
Date: August 14, 2020

This memorandum is presented to you to summarize 1) Sections 3 and 15 of Article X of the Colorado Constitution (collectively, the “Gallagher Amendment” or “Gallagher”), 2) the Gallagher Amendment’s impact on the City of Fruita’s finances generally and 3) the impact on the City if a predicted decrease in the residential assessment rate comes to fruition. The memorandum also sets forth a proposed ballot question that would diminish the impact of the Gallagher Amendment by allowing the City to increase or decrease its mill rate in order to effectively achieve a permanent residential assessment rate of 7.15%, the rate currently imposed on residential properties in City and throughout the State of Colorado.

Background

The Gallagher Amendment was adopted in 1982 in response to ongoing concern about ever-increasing residential property taxes. The Gallagher Amendment divides the state’s total property tax burden between residential and nonresidential property. Gallagher requires that 45% of the total amount of state property tax collected must come from residential property and the remaining 55% must come from commercial property. Gallagher goes on to provide the assessment rate for commercial properties is permanently fixed at 29%.

Given the assessment rate for commercial properties is set at 29%, the General Assembly must set the residential assessment rate (the “RAR”) every odd year in order to maintain the 45%/55% allocation between residential and commercial taxes mandated by Gallagher. In 1982, the RAR was at 21%, but due to significant growth in the residential real estate market in the last forty years the RAR has decreased significantly over time, and the RAR was most recently set at 7.15% in 2019.

Gallagher Impact

As a general matter, an individual’s property tax bill, and the amount ultimately received by the City, is calculated using the following formula:

$$\text{Property Tax} = (\text{Market Value of Property}) \times (\text{RAR}) \times (\text{City of Fruita Mill Rate})$$

As you can see, the City of Fruita is only able to control one of these factors, the mill rate, but, as we will further discuss, even control of this factor is limited by Art. X, Section 20 of the Colorado Constitution (“TABOR”).

In good economic times increased residential property values should result in an increase in property tax revenues to the City; however, because increases in residential property values have historically outpaced increases in commercial property values in Colorado, the RAR has decreased. As a result, any significant increase in revenues that could be realized by the City is diminished or otherwise eliminated. Of course, this is good news from a property owner's perspective as their property taxes ultimately do not reflect the true value of their property.

While this general approach would seem not to have a particularly significant impact on the City, it is important to remember Gallagher, and the RAR in particular, are focused on Colorado as a whole rather than regionally or locally. As such, it is often the case that residential property values outside the Denver metro area do not rise as quickly or as significantly as residential properties in and around the Denver metro area. Consequently, the decrease in the RAR is often disproportionately lower than the increase in property values in mountain and rural communities throughout Colorado. Municipalities in mountain and rural communities therefore lose out on tax revenue as compared to their Front Range counterparts.

2021 Reassessment

As required by Gallagher, the General Assembly will again set the RAR in 2021. As is traditionally the case, several weeks ago the State Property Tax Administrator released an estimate of the RAR for 2021. Given the robust residential real estate market over the last two years, it is currently estimated the 2021 RAR will be set 5.88%, an 18% decrease from the RAR set in 2019. It is estimated this decrease in the RAR would result in a roughly \$157,973 (11%) decrease in City revenues (based on December 2019 values) beginning in 2022.¹

The impact of the RAR decrease on the City could be augmented due to the COVID-19 pandemic. While residential property sales have slowed, it appears residential properties are retaining their value at the moment. However, it is possible the residential real estate market will experience a downturn at some point in 2021. If a downturn were to occur, the RAR would decrease along with a decrease in property values, thus compounding the overall impact on City revenues.

TABOR

The impact of the 2021 RAR could further be exacerbated by TABOR. In the event of a loss of revenue, most local jurisdictions throughout the country could offset such a loss with a

¹ Margaret Sell has calculated this number based on the following assumptions:

November 21, 2019 Actual Value = \$1,404,333,830 (87.3% residential, 12.7% commercial estimate)
City property tax revenues @ 10.146 mills

	Property Tax Revenues
Assessed Value at 7.15%	\$1,414,144
Assessed Value at 5.88%	<u>\$1,256,171</u>
	\$ 157,973 drop in property taxes (11% decrease in property taxes)

mill levy increase. However, TABOR requires the City to seek voter approval prior to any tax increase, including a mill rate increase. If residential property values are falling, it is likely the overall economy is suffering as well, and it is unlikely a future ballot question seeking a mill rate increase would be approved.

2020 Statewide Ballot Question

Over the last several years many special districts, including special districts in Mesa County, whose budgets are disproportionately dependent on property tax revenues have asked voters for permission to “de-Gallagherize.” That is, they have asked for permission for their mill levies to fluctuate so that the effective RAR is 7.15% no matter the level at which the General Assembly sets the RAR pursuant to Gallagher.

Taking note of this trend, a significant number of lawmakers, business leaders and community members from both sides of the political aisle have come to the conclusion that Gallagher has outlived its usefulness. As such, the General Assembly voted to refer a ballot question to the voters in November 2020 asking to repeal Gallagher. Were the repeal to occur, the state would then be able to set assessment rates for both residential and commercial properties at any level they deemed fit in the future.

Were the statewide ballot proposal to pass, neither the City nor any other Colorado jurisdiction, would need to worry about the 2021 RAR as set forth above. Though, under this scenario the RAR in any given year would be an open question and hotly debated topic and the General Assembly.

Proposed Ballot Question

The 2021 RAR presents a significant challenge to the City under current law. The outcome of the statewide ballot question is murky at best, so relief from Gallagher is not guaranteed. As such, the City could follow the lead of other special districts, and ask Fruita residents to essentially freeze the RAR at its current level of 7.15%, which would require a ballot question be placed before voters at the November 2020 election. Below is a draft of a proposed ballot question:

WITHOUT RAISING TAXES, IN ORDER TO SUSTAIN CITY SERVICES, AND ONLY IF, PURSUANT TO SECTION 3 OF ARTICLE X OF THE COLORADO CONSTITUTION (ALSO KNOWN AS THE GALLAGHER AMENDMENT), THE RESIDENTIAL ASSESSMENT RATE IS REDUCED BELOW THE CURRENT RATE ESTABLISHED BY THE GALLAGHER AMENDMENT, SHALL THE CITY OF FRUITA BE PERMITTED TO ADJUST ITS PROPERTY TAX MILL LEVY TO OFFSET ANY DECREASE IN REVENUE CAUSED BY THE REDUCTION OF THE RESIDENTIAL ASSESSMENT RATE?

Council Action

A formal election resolution would need to be approved by the Council in order for the

question to be placed on the ballot. In order for the question to be included on the November 3, 2020 ballot, the ballot language needs to be submitted to the County Clerk no later than September 4, 2020. As such, the Council has some time, though not a lot, to consider the issue.

Conclusion

The 2021 RAR could have a significant impact on City revenues. The City could choose to follow the lead of many special districts throughout the state and ask the voters to allow the City to increase or decrease its mill levy such that the revenues collected reflect an effective RAR of 7.15%. It is possible, however, the proposed ballot question will be unnecessary as a statewide vote may eliminate Gallagher in its entirety this November.

While the ballot question would certainly save money, it may not have widespread approval. Homeowners will effectively save 18% on their next property tax bill. While this is not money in their pocket now, it is money they will be foregoing. Thus, although the question is not a property tax, it could easily be perceived as one. Though the City may benefit, now may not be the time for such a ballot question.



FRUITA COLORADO

AGENDA ITEM COVER SHEET

TO: FRUITA CITY COUNCIL AND MAYOR
FROM: MIKE BENNETT, CITY MANAGER
DATE: AUGUST 18, 2020
RE: DISCUSSION AND POSSIBLE ACTION TO CONSIDER A MOTION TO CONVENE IN EXECUTIVE SESSION REGARDING PERSONNEL ISSUES UNDER C.R.S. SECTION 24-6-402(4)(F) (CITY ATTORNEY FORMAL REVIEW)

BACKGROUND

The City Council has reason to convene in Executive Session to discuss a personnel matter. To convene in executive session, state law requires that a motion with specific language requesting the executive session be passed with 2/3 of the governing body voting in the affirmative for said motion.

FISCAL IMPACT

N/A

APPLICABILITY TO CITY GOALS AND OBJECTIVES

N/A

OPTIONS AVAILABLE TO THE COUNCIL

N/A

RECOMMENDATION

It is the recommendation of the Fruita City Staff that the Council:

MOVE TO MEET IN EXECUTIVE SESSION FOR THE FORMAL REVIEW OF THE CITY ATTORNEY WHICH IS A DISCUSSION OF A PERSONNEL MATTER UNDER C.R.S. SECTION 24-6-402(4)(F) AND NOT INVOLVING ANY SPECIFIC EMPLOYEES WHO HAVE REQUESTED DISCUSSION OF THE MATTER IN OPEN SESSION; ANY MEMBER OF THE CITY COUNCIL OR ANY ELECTED OFFICIAL; THE APPOINTMENT OF ANY PERSON TO FILL AN OFFICE OF THE CITY COUNCIL OR OF AN ELECTED OFFICIAL; OR PERSONNEL

**POLICIES THAT DO NOT REQUIRE THE DISCUSSION OF MATTERS
PERSONAL TO PARTICULAR EMPLOYEES.**

ANNOUNCEMENT NO. 1

***ANNOUNCEMENT TO BE MADE BY MAYOR
AT THE BEGINNING OF THE EXECUTIVE SESSION
(MAKE SURE THE TAPE RECORDER IS TURNED ON;
DO NOT TURN IT OFF DURING THE EXECUTIVE SESSION
UNLESS SO ADVISED BY LEGAL COUNSEL.)***

It's August 18, 2020 and the time is _____. For the record, I am the Mayor, Joel Kincaid. As required by the Open Meetings Law, this executive session is being electronically recorded.

Also present at this executive session are the following persons:

_____.

This is an executive session for the following purpose:

The formal review of the city attorney which is a discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving any specific employees who have requested discussion of the matter in open session; any member of the city council or any elected official; the appointment of any person to fill an office of the city council or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.

I caution each participant to confine all discussion to the stated purpose of the executive session, and that no formal action may occur in the executive session.

If at any point in the executive session any participant believes that the discussion is going outside the proper scope of the executive session, please interrupt the discussion and make an objection.

ANNOUNCEMENT NO. 2

***ANNOUNCEMENT TO BE MADE BY THE CHAIRMAN
BEFORE CONCLUDING THE EXECUTIVE SESSION
(WHILE THE TAPE RECORDER IS STILL ON)***

I hereby attest that this recording reflects the actual contents of the discussion at the executive session and has been made in lieu of any written minutes to satisfy the recording requirements of the Open Meetings Law.

_____ I will have the Deputy City Clerk retain the recording for a 90-day period.

***OR
(if Executive Director was the
subject of the session and
was not present at the session)***

_____ I will retain the tape in my possession for a 90-day period.

The time is now _____, and we now conclude the executive session and return to the open meeting.

(turn off tape and return to open meeting)

ANNOUNCEMENT NO. 3

**STATEMENT TO BE MADE BY THE MAYOR
UPON RETURNING TO THE OPEN MEETING**

The time is now _____, and the executive session has been concluded. The participants in the executive session were:

_____.

For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.

Seeing none, the next agenda item is . . .