

2019 ANNUAL BUDGET



FRUITA
COLORADO

*If you want to be successful,
KNOW what you are doing.
LOVE what you are doing.
BELIEVE in what you are doing.*
Will Rogers

325 E. ASPEN, FRUITA, COLORADO 81521

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Introduction

Budget Transmittal Letter



Honorable Mayor and Members of City Council,

I present to you the 2019 Proposed Annual Budget as required by the Fruita City Charter and as created by a professional team of City coworkers. This letter provides a summary of the year in review, financial outlook and budget highlights.



Year in Review

2018 has proved to be a transitional year for our community. Growth is occurring and the importance of managing growth and encouraging complementary, healthy growth is a focal point of City efforts and the minds of our incredible residents. We love Fruita. We will continue to grow. Government cannot control growth. We do not want to lose what we love about our community. This is why our efforts toward economic development, residential development and tourism focus on our strengths as a community, in order to attract what adds to, and does not detract from Fruita. Some highlights of 2018 include, but are not limited to:

- Completion of the much anticipated Kokopelli section of the Colorado Riverfront Trail. This trail provides an uninterrupted, 4.5 mile, 10-foot wide paved path from Fruita to the Kokopelli Trailhead by way of the Fruita Business Park.
- One of the largest employers of the City, FHE is nearing completion of a 70,000 sq. ft. expansion in the Fruita Business Park which will add approximately 50 new, well paid jobs.
- Colorado's first full service cable wakeboard park opened on a City owned lake enjoying a successful first season.
- A much-needed sewer line extension to 18.5 Road is in construction, which eliminates a sewer bottle-neck to an area of the City ripe for growth.
- 91 new residential units have been permitted through November and 385 approved to be built over upcoming years.
- Residents overwhelmingly approved the City to use any excess TABOR revenues toward capital and maintenance expenses for the next 6 years during the April election.
- Partnerships (Chamber, GJEP, MC Workforce Center, Business Incubator Center, local businesses and ambassadors, OEDIT, state agencies and departments, Bureau of Land Management, COPMOBA, Colorado Canyons Association, School District 51, Museum of

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Western Colorado, and Colorado National Monument) continue to strengthen and assist in the achieving City goals.

- The Fruita Youth Initiative (Communities that Care), a partnership initiated in 2017 continues to be a driving force to identify the most efficient ways to reduce youth substance abuse.
- The Play Like a Local campaign continues to reach target audiences for tourism related marketing while also providing material for residential and economic development.
- We continue to become less seasonal, seeing growth in our sales tax revenue and lodging tax revenue during all seasons.
- The inaugural Kokopelli 140 mountain bike race between Fruita and Moab utilized the new trail connector.
- Attendance at annual City events and in many recreation programs increased.
- The City Planning & Development Department was reorganized with new positions and is progressing well with the new growth demand and improving processes and code updates.
- City staff and City Council narrowed down specific action items to achieve City goals during the next two years.
- A sewer rate study is being finalized that will identify adjustments to sewer rates beginning in 2019.

While this list is by no means captures all the successes to celebrate, the Fruita workforce is continuing to maintain, build and improve the infrastructure needed to provide essential core services while also having a positive impact on the quality of place, economic health and lifestyle of Fruita. As noted in last year's letter, we continue to stay focused, consistent and deliberate in our efforts.

*In building greatness, there is no single defining action, no grand program, no one killer innovation, no solitary lucky break, no miracle moment. Rather, the process resembles relentlessly pushing a giant, heavy flywheel in one direction, turn upon turn, building momentum until a point of breakthrough, and beyond. –Jim Collins, **Good to Great and the Social Sectors***

We begin 2019, reflecting on the same giant flywheel that City staff and City Council have been able to remain diligent in aligning efforts, time and resources to positively impact the *Quality of Place, Economic Health and Lifestyle* of the community built upon providing quality core services. Thank you for your leadership, vision and support.

Financial Outlook

With the turning the corner of 2018, we continue to see improvement in the local economy. Efforts of the past continue to yield positive results currently in addition to sustaining the City during the recession. During the years of 2014-2016 Fruita realized a 91 percent decrease in oil and gas sales

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tax revenue; 12 percent decrease in utilities sales tax revenue; and a 15 percent decrease in communications sales tax revenue. Fortunately, Fruita's economy had been shaped by more than one sector, and continues to grow in a variety of sectors, including growth in 2018 in the energy sector as well. As we enter 2019, we continue to experience a positive financial outlook:

- City Sales tax revenues are trending 11% higher in 2018 than 2017 (2017 was 12% higher than 2016).
- County sales tax revenues are trending 9% higher in 2018 over 2017 (2017 was 9% higher than 2016).
- Use tax on vehicles is trending 2% higher in 2018 over 2017 (2017 was 20% higher than 2016).
- Use tax on building materials is trending 207% higher in 2018 over 2017 (2017 was 28 percent below 2016).
- Lodging tax is trending 7% higher in 2018 over 2017 (2017 was 9% higher than 2016).
- Property Tax is up due to reassessment of property values in the county, construction, annexations and increasing home values.
- The County-wide public safety tax passed in the November 2017 election relieving the burden of funding the 911 Communication Center and providing funds to assist in adding an officer in 2020.

Budget Highlights

The 2019 proposed budget prioritizes funds on the priorities of the City. First and foremost, funding our *core services*, followed by allocating funds, time and resources to impact the areas of *quality of place* and *lifestyle*. A detailed overview of the budget is provided for each fund, department and division throughout this budget document. These sections cover in detail the services, programs and projects budgeted. The Budget Overview section provides a great summary of all funds. Some of the highlights I would like to note include, but are not limited to:

- The 2019 budget places a priority on increasing the compensation of our workforce. During 2018 we have compared compensation of each position with all cities in Colorado. While our ranges may not be inadequate, we have room for improvement to be competitive in this industry and retain and attract top talent. During 2019, we will focus on revamping our pay and position classification model, while comparing to fair market values. To take a step in the right direction and with the support of City Council the proposed budget includes a 5% increase in salaries across the board.
- Increasing healthcare costs are budgeted with a transition to a better health plan that will eliminate the need for our health reimbursement program.

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- \$210,000 in Contingency funds are budgeted from current-year revenues.
- The Capital Projects fund focuses heavily on roads and streets, including taking a step to upgrade one of four bridges we will need to improve over the next decade. Streets have been consistently identified in City surveys (including the 2017 survey) as a top priority for residents.
- The City will complete a large sewer replacement project on Maple Street between Pabor and Ottley, including overlaying.
- A crosswalk improvement project is planned at J.2 and Freemont Street.
- Road overlays are funded at \$400,000 in addition to the Maple sewer project and \$30,000 is again budgeted for sidewalk improvements.
- Sewer Fund Capital Projects are budgeted at \$607,000 and include the Maple St. sewer line project, improvements to the Hwy 340 lift station, H2S gas mitigation in sewer lines and design of aeration system improvements at the waste water reclamation facility.
- Funding is allocated to update the City's Master Plan, including completing the 8 livability domain assessments, and to update the Parks, Open Space and Trails plan by adding in the recreation component.
- Funding is also allocated to cover costs of phase 1 of the Lagoon Redevelopment project and seek grants for phase 2 that will begin construction of infrastructure.
- The pool at the Community Center will be re-plastered and improvements to 4 park pump houses and two irrigation systems are included.
- The Community Center will add a Facility Manager and upgrade a part-time Aquatics Coordinator to full-time to meet growing demands of managing the facility.
- A part-time sewer collections position will be upgraded to full-time to meet growing demand.
- Reclassifications of Maintenance Worker 1 positions to 2's in Parks and Public Works are included to reflect job duties.
- All services and programs are budgeted without any reduction.

Respectfully Submitted,

Mike Bennett
City Manager

Introduction

ELECTED OFFICIALS

Joel Kincaid, Mayor

Lori Buck, Mayor Pro Tem

Councilmembers

Amanda Ewing

Kyle Harvey

Dave Karisny

Ken Kreie

Karen Leonhart

STAFF OFFICIALS

Michael Bennett, City Manager

Dave Krouse, Chief of Police

Dan Caris, Community Development Director

Ken Haley, Public Works Director

Ture Nycum, Parks and Recreation Director

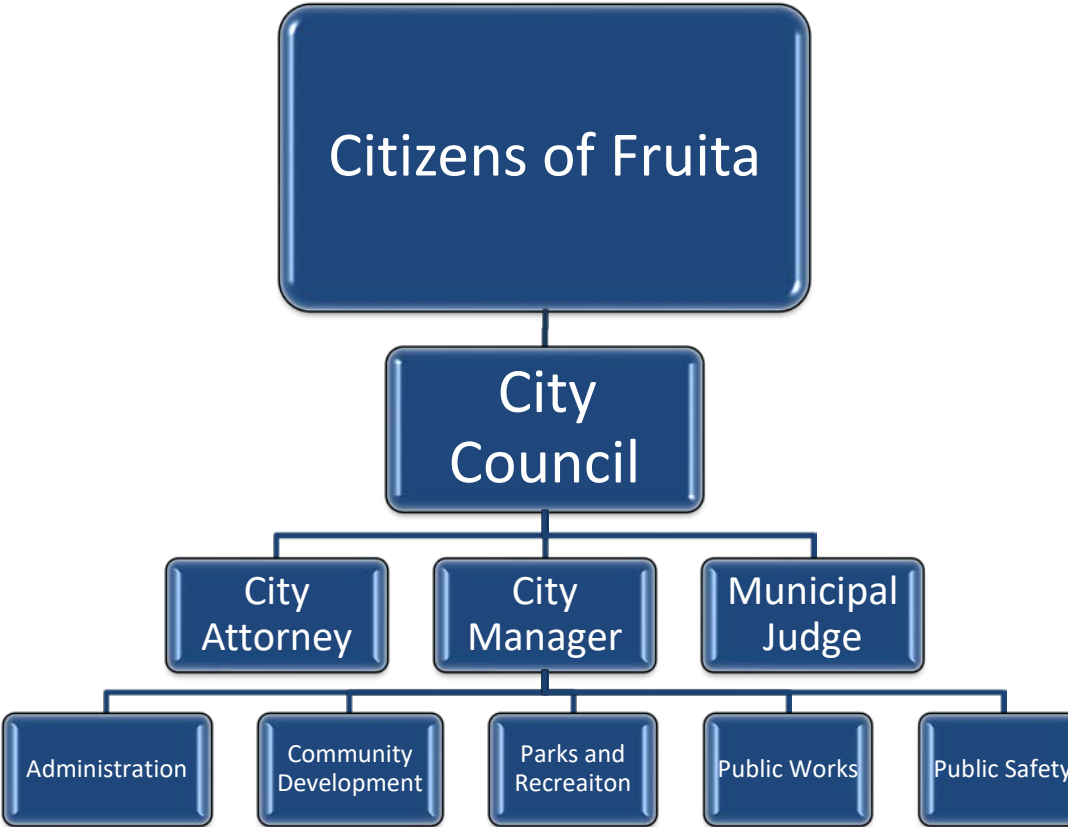
Sam Atkins, City Engineer

Odette Brach, Human Resource Manager

Margaret Sell, City Clerk/Finance Director

Introduction

Organizational Chart



Introduction

Welcome to Fruita!

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



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

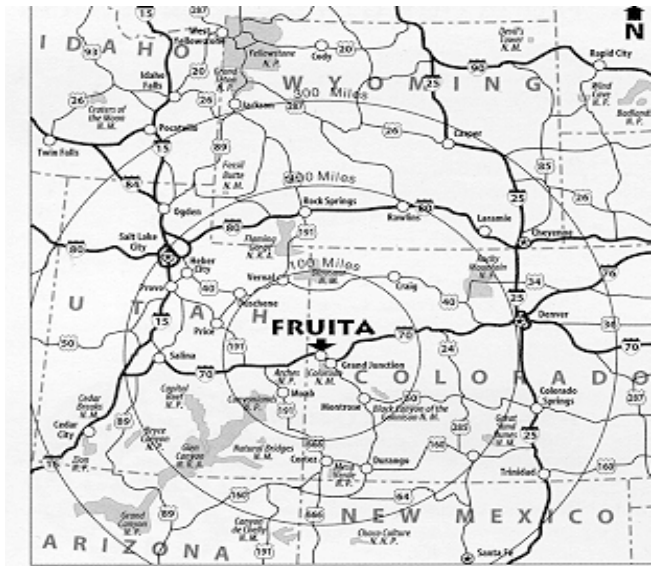
Why Fruita? Most of all it’s the familiar faces you will see while watching your kids in youth sports or shopping for groceries, who make you feel right at home and part of a real community. Evening walks amidst the laughter of children playing and neighbors chatting while the sun sets amidst the backdrop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

~Mike Bennett, City Manager

Introduction

Location

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



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

Geographic Attractions

The Colorado River runs through and to the south of the City and provides opportunities for water based activities such as fishing, rafting, boating and wildlife viewing.

The Colorado River State Park - Fruita is open to the public for camping and recreation.



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Fruita is also known as the Gateway to the **Colorado National Monument**. The Monument is a natural geographic formation which rises above the valley floor and offers some breathtaking and majestic scenery.

Fruita also has significant **Paleontological Resources**. Dinosaur bones and other ancient fossils have been discovered in Fruita and the surrounding area. Dinosaur bones from **Dinosaur Hill** located south of Fruita have been on display at the Field Museum of Natural History in Chicago for

a number of years. Excavations are organized each year for the purpose of discovering additional dinosaur and fossil remains.

Other Attractions

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



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

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



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Fruita also has a number of **Bike Trails** in close proximity. There are a number of trails for bikes and pedestrians in the area including Rabbit Valley, 18 Road, and Kokopelli Trail systems.

The **Kokopelli Section of the Colorado Riverfront Trail** was completed and dedicated in 2018 and completes an ongoing 25+ year-old valley-wide project to provide an uninterrupted public trail system from Palisade to



Fruita. It is approximately 4.25 miles of hard surface concrete trail and 2.25 miles of single-track trail that will get you from Fruita to the Kokopelli Trailhead and back. Access to the Kokopelli trail section is at the following locations: Lower Little Salt Wash Trail, at the Waste Water Reclamation Facility, and at the I-70 Loma Interchange. The Kokopelli Trails area is a destination for mountain bikers, hikers, equestrian users, and trail runners, and it connects to Moab, Utah via the Kokopelli Trail.

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

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

Other attractions in the area include the **Rimrock Adventures**, which provides multiple opportunities for outdoor recreation activities including horseback riding, both guided and self-guided river rafting, rentals of kayak, canoe, sups and rafts. Summer time brings the **Rimrock Rodeo** to Fruita with weekly rodeo events.



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



Imondi Wake Zone, a cable park, opened to the public in 2019, offering wakeboarding, kneeboarding standup paddle boarding, and other water based recreational activities in Fruita. A cable park is a way to enjoy towed watersports without the need of a boat.



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

Government

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

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

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

Economic Characteristics

Fruita has been one of the fastest growing communities in Mesa County and Western Colorado. This growth has, in the past, been primarily residential growth and energy related development. However, there has also been significant growth in the commercial and industrial sectors of the community and is the ideal location for outdoor recreation oriented businesses. Growth slowed down significantly with the decline in energy related development in 2016 but made a steady recovery 2017 and this growth is expected to continue in 2018.



Community Services

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

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

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

Health services include doctors, dentists, opticians, chiropractors, pain management and orthopedic services. Colorado Canyons Hospital and Medical Center (Family Health West) continues to

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expand their offerings with the launch of a new collaborative Transitional Care Program in 2017. Mesa County health department provides a variety of social services from the former hospital location

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

Policies and Procedures

Budget Process

Fund Types

Basis of Budget and Accounting

Budget Policies

City Goals and Core Values

Policies and Procedures

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Policies and Procedures

BUDGET PROCESS

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

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

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

BUDGET CALENDAR

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

Policies and Procedures

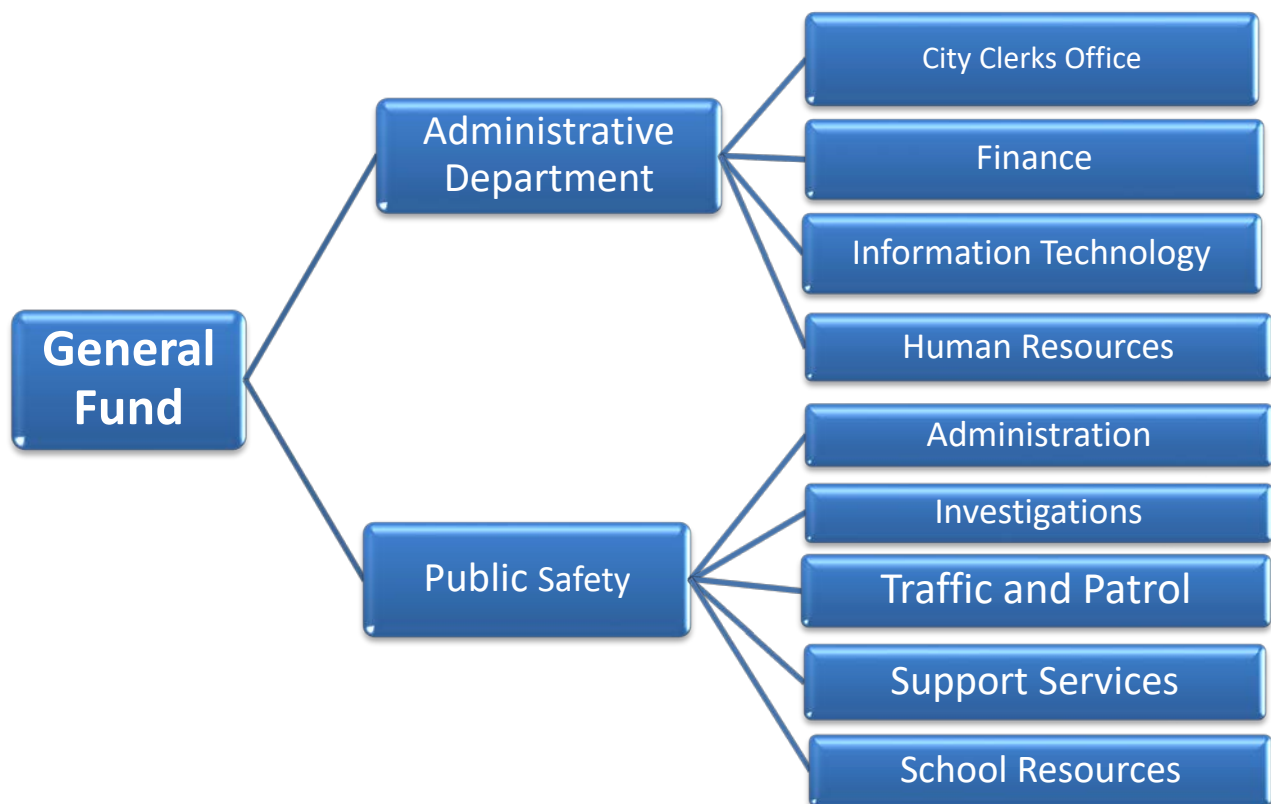
BUDGET GUIDE

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

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

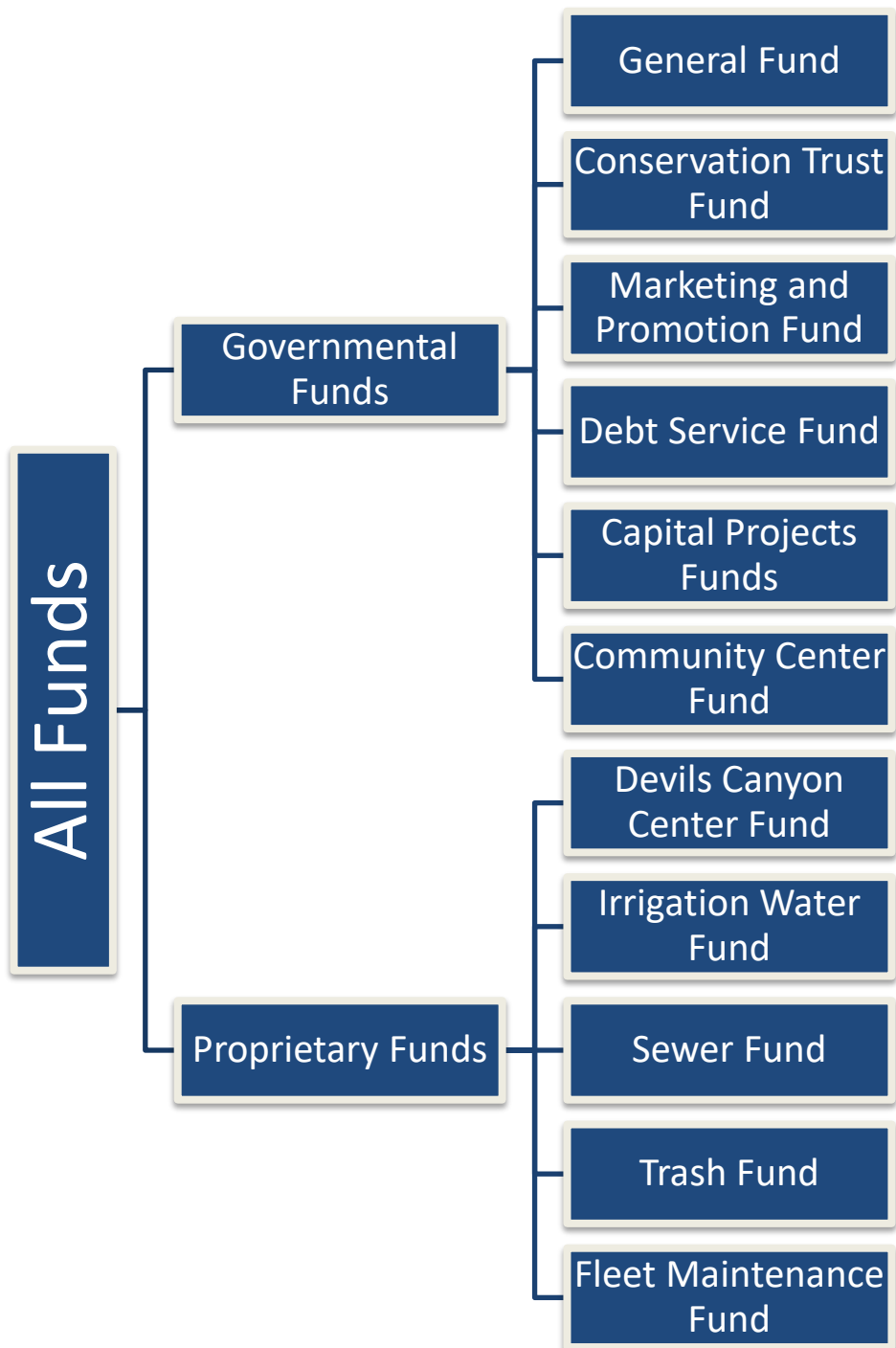
Each FUND contains a summary of all fund expenditures, each DEPARTMENT contains a summary of the program expenditures and each PROGRAM contains a summary of the program expenses, a narrative on the purpose of the program, goals and objectives, and line item budget information.

Example:



Policies and Procedures

FUND TYPES



Policies and Procedures

Governmental Funds

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

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

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

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

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

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

Proprietary Funds

Devils Canyon Center Fund: The Devil's Canyon Center was constructed by the City in 1994. Revenues for the fund are generated through a lease agreement with the Museum of Western Colorado.

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

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

Sewer Fund: The City operates a wastewater treatment and collection system. This fund is used to account for the revenues and expenses associated with the system. The sewer system

Policies and Procedures

is funded by revenues received from charges for service.

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

BASIS OF ACCOUNTING

The City's finances are accounted for in accordance with generally accepted accounting principles (GAAP) as established by the Governmental Accounting Standards Board (GASB).

The basis of accounting refers to the point at which revenues or expenditures are recognized in the accounts and reported in the financial statements. The government-wide financial statements, as well as the financial statements for proprietary funds and fiduciary funds, are reported using the economic resource measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of when the cash is received.

Governmental fund financial statements are reported using the modified accrual basis of accounting, revenues are recognized as soon as they become both measurable and available, and expenditures are recorded in the period that the expenditure occurs and becomes a liability.

BASIS OF BUDGET

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

FINANCIAL POLICIES

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

Policies and Procedures

Balanced Operating Budget

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

Fund Balance Policies

Operating Reserves – The operating reserve is used for cash flow purposes and to provide a temporary source of funds to offset unanticipated reductions in revenues or short-term increase in expenditures. Revenue shortfalls or ongoing increases in operational expenses need to be addressed quickly in order to avoid negative impacts on the City’s fiscal stability. Operating reserves will be replaced as soon as possible after use. Operating reserves are maintained in the following funds in an amount equal to 25% of the current years’ operating expenses, excluding capital equipment and transfers:

- General Fund - \$1,894,270
- Community Center Fund - \$502,844
- Sewer Fund – \$402,350
 - This is part of the \$937,163 reserve required pursuant to the WWTF Loan from the CWRPDA which also includes amounts required for debt service and is entitled “Restricted for Loan Covenants” on the Sewer Fund Summary – Components of Funds Available

Replacement Reserves – Replacement reserves include both mobile equipment reserves and building and equipment reserves.

The mobile equipment replacement reserve amounts are based on a 10 to 15 year replacement schedule for mobile equipment owned by the City. The difference between the actual amount budgeted in the current year for replacement of mobile equipment and the replacement cost of all mobile equipment annualized over the life of the equipment is placed in a replacement reserve for use in future years. The purpose of this reserve is to level out costs for replacement of mobile equipment on a year to year basis.

A *mobile equipment replacement reserve* has been established in the following Funds:

- General Fund - \$300,000 annual funding – The 2019 Budget includes \$337,800 budgeted for replacement of equipment with a \$37,800 reduction to the reserve for a balance of \$777,260 at year end.
- Sewer Fund - \$75,000 annual funding – The 2019 Budget includes a \$75,000 addition to the reserve for a total reserve amount of \$233,677 at year end.

Policies and Procedures

A building and equipment replacement reserve has been established in the following Funds:

- Community Center Fund - \$50,000 annual funding - Funding goal of \$500,000 over a ten year period beginning in 2011 when the Center opened. This \$500,000 plus the supplemental bond reserve of \$500,000 in the Debt Service Fund available in the latter part of 2019 will provide \$1 million for facility improvements in 2021. The 2019 Budget includes the use of \$21,450 from this reserve to fund a portion of the \$135,700 in capital expenses.
- Sewer Fund - A *Wastewater Treatment Plant and equipment reserve* is established for future replacement of sewer treatment equipment at a base amount of \$1 million and is currently funded at \$903,775. The 2019 Budget includes the use of \$145,000 for WWTF equipment replacement and improvements.

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

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

Capital Policies

Five Year Capital Improvement Plan. A five year Capital Improvement Plan is prepared and updated on an annual basis. Revenue sources for each project will be identified in the Plan as well as ongoing operating requirements for each capital investment. A thorough review and update of the Five Year CIP will be completed in the summer of 2019 and will posted on the City’s website when completed.

Debt Policies

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

Pursuant to the Charter, the City of Fruita may borrow money and issue securities for short term notes, general obligation bonds, revenue bonds, industrial development revenue bonds, bonds for special or local improvement districts and any other like securities. There

Policies and Procedures

is no limitation on the amount of bonds or other securities the City may issue except as may be stated in the documents related to issuance of debt and subject to voter approval in the case of general obligation debt.

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

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

Revenue Policies

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

Property Taxes - Statutory and Constitutional Limitations. Due to imposition of limitations on the mill levy and tax revenues through statutory and constitutional requirements, the mill levy has remained constant within the last 11 years. Approval by the voters is required for an increase in the mill levy. Property tax revenues have increased as a result of growth in the City from new construction and annexations. No additional measures for changing the mill levy are recommended at this time.

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

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

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

Expenditure Policies

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

Policies and Procedures

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

Contingency Policies

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

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

GOALS

The establishment of goals and objectives is the most critical component of preparing and adopting a budget. These goals and objectives help guide the development of the budget and allocation of resources. Goals and objectives take into account input from the public, elected officials and staff.

A summary of the goals and the core values of the City follow.



WHY FRUITA? The City of Fruita focuses on three strategic outcomes built upon a base of providing quality core services.

Policies and Procedures

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

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

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

CORE VALUES

City of Fruita staff strive to emulate these core behaviors in everything we do in order to show gratitude for public trust, build trust and maintain trust with the public, our partner agencies and with one another.

We are Fruita. We are...

Fun—This is such a critical behavior that impacts everything we do. If we are not having fun, we must ask why and recalculate and adjust. We must love what we do and where we work, live and play. We are positive and put forth focused effort to have a positive attitude. We are smiling. We are friendly. We enjoy serving the public and working together. We care about the experience those who interact with us internally and externally have.

Respectful—We are empathetic. We take an active interest in each other, residents, businesses and visitors. We listen. We talk one at a time. We compliment and build up others. We are tough

Policies and Procedures

on issues and easy on people. We recognize the role of City Council, Board and Commission Members, residents, supervisors, coworkers and customers. We are kind. We treat people with dignity. We embrace diversity and make every effort to think collectively.

United—We are a team. We focus on purpose and work together to achieve our goals. We communicate effectively with each other. We seek consensus, agree to disagree and move forward for the greater good. We support each other. We value partnerships that help us achieve our goals. We remember we are public stewards and serve. We are inclusive. We create synergy by recognizing our strengths and weaknesses and succeeding as a team.

Innovative—Simplicity is our key to innovation. We consider and explore alternatives to the way we've always done it. We are open to new ideas. We welcome calculated risk-taking and learning from our mistakes. We seek continuous improvement and welcome constructive feedback. We ask why and why not. We work to continually improve.

Transparent—We operate as an open book. We create, over communicate and reinforce clarity in our work. We are trustworthy. We assume a positive intent from others. We work with integrity. We seek ways to increase transparency internally and externally.

Authentic—We are unique. We are real. We are different. We are special. We are optimistic. We are exceptional and proud of it. We are comfortable being different. We are open-minded. We are honest. We embrace and value family. We live what we speak. We create clear expectations and work hard to manage those expectations.

Budget Overview

Budget Overview

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Budget Overview

SUMMARY OF ALL FUNDS

Net of transfers, Revenues for all funds for 2019 are budgeted at \$17.76 million and expenditures are budgeted at \$18.43 million. The 2019 Budget includes the use of \$674,005 in available funds.

SUMMARY BY SOURCE/USE

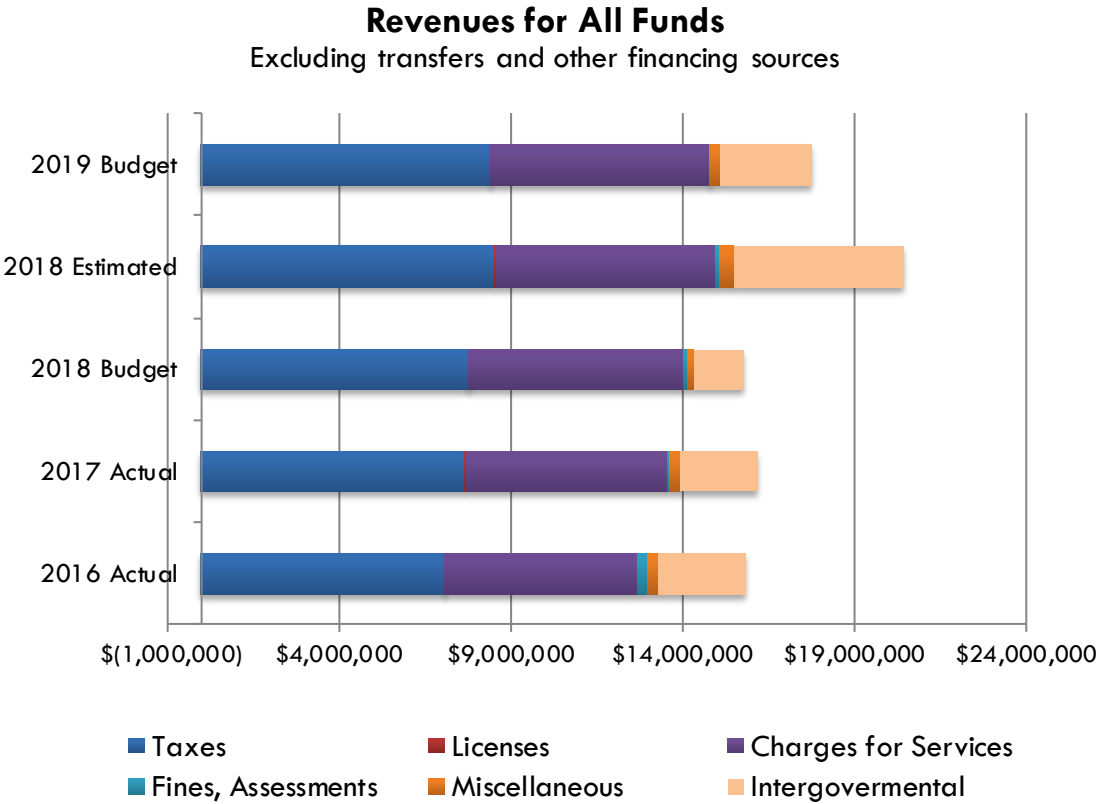
	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Revenues						
Taxes	\$ 7,033,692	\$ 7,643,709	\$ 7,746,150	\$ 8,514,900	\$ 8,383,000	8%
Licenses	31,213	35,768	31,500	31,500	31,250	-1%
Intergovernmental	2,539,175	2,288,164	1,439,000	4,888,825	2,693,500	87%
Charges for Services	5,655,184	5,881,038	6,261,725	6,393,925	6,376,150	2%
Fines, Assessments	265,797	69,680	129,000	126,150	18,400	-86%
Miscellaneous	284,802	269,424	179,875	448,475	256,050	42%
Subtotal - Revenues	\$15,809,863	\$16,187,783	\$15,787,250	\$20,403,775	\$17,758,350	12%
Transfers In	1,718,075	1,455,845	1,680,000	1,841,000	2,083,050	24%
Other Financing Sources	37,595	23,163	-	29,450	-	N/A
Total Revenues	\$17,565,533	\$17,666,791	\$17,467,250	\$22,274,225	\$19,841,400	14%
Expenses						
Personnel Services, salaries	\$ 4,506,405	\$ 4,462,970	\$ 4,912,525	\$ 4,915,825	\$ 5,268,425	7%
Personnel Services, benefits	1,564,477	1,557,484	1,712,200	1,713,100	1,896,155	11%
Purchased Professional Srvc	650,786	504,766	373,725	417,625	464,700	24%
Purchased Property Service	802,314	709,502	1,111,975	1,026,975	901,325	-19%
Other Purchased Services	1,352,386	1,430,323	1,466,800	1,475,525	1,530,450	4%
Supplies	1,301,114	1,336,094	1,376,875	1,394,925	1,368,950	-1%
Contingency	-	-	580,975	536,975	369,500	-36%
Special Projects	164,489	192,133	198,500	232,200	406,650	105%
ubtotal - Operating Expenses	\$10,341,971	\$10,193,272	\$11,733,575	\$11,713,150	\$12,206,155	4%
Capital Projects & Equipmer	3,453,201	2,971,455	2,812,575	6,928,450	3,939,650	40%
Debt Service/Bond issuance	2,132,611	2,175,964	2,236,465	2,236,465	2,286,550	2%
Transfers Out	1,718,075	1,455,845	1,680,000	1,841,000	2,083,050	24%
Total Expenses - All Funds	\$17,645,858	\$16,796,536	\$18,462,615	\$22,719,065	\$20,515,405	11%
Change in available funds	\$ (80,325)	\$ 870,255	\$ (995,365)	\$ (444,840)	\$ (674,005)	-32%

Budget Overview

REVENUES AND EXPENSES

Revenues

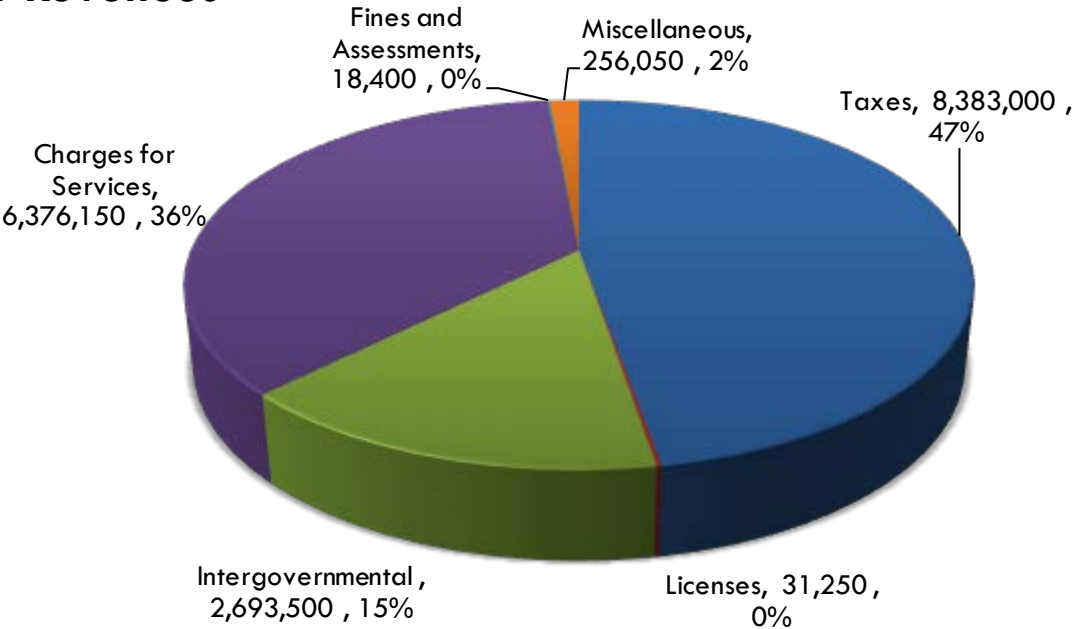
Revenues of \$17.76 million (excluding transfers from other funds and other financing sources) are budgeted to increase 12% in 2019 from the 2018 budgeted revenues. The two most significant factors contributing to this increase is the award of grant revenues related to specific capital projects (\$1.26 million) in 2019 and an 8% increase in tax revenues (\$636,850).



The following graph shows the percentage of revenues from each major revenue source in 2019.

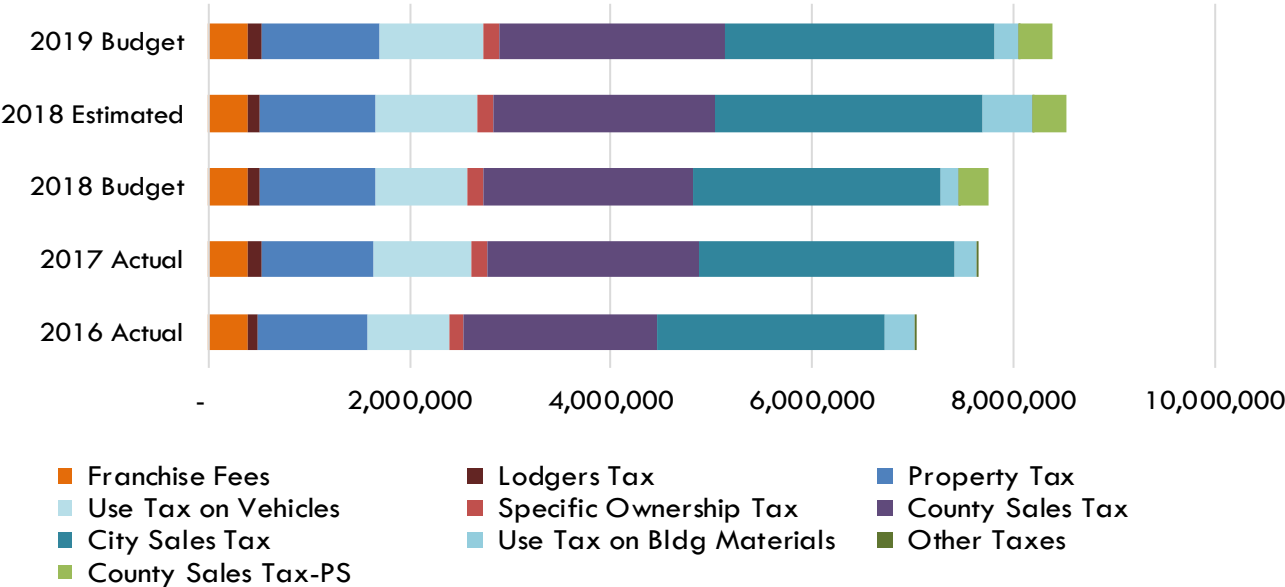
Budget Overview

2019 Revenues



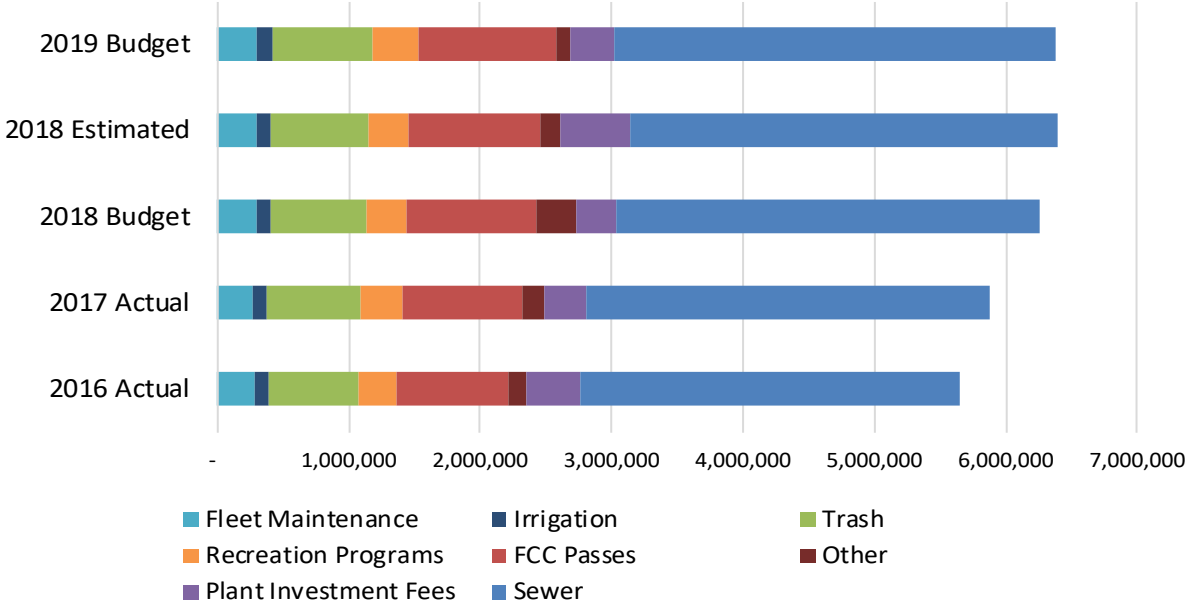
Taxes

Taxes at \$8.38 million represent 47% of revenue received by the City (excluding transfers and other financing sources). Tax revenues are budgeted to increase 8% from the 2018 Budget.



Budget Overview

Charges for Services



Charges for services of \$6.38 million consist primarily of monthly utility charges for sewer, trash and irrigation operations. Also included are sewer plant investment fees, fees for the provision of governmental services such as planning and zoning fees, fleet maintenance charges, and community center user fees and program registrations. Charges for services account for 36% of the total revenues and are projected to increase 2% from the 2018 Budget. Increases in fees and charges in the 2019 Budget include the following:

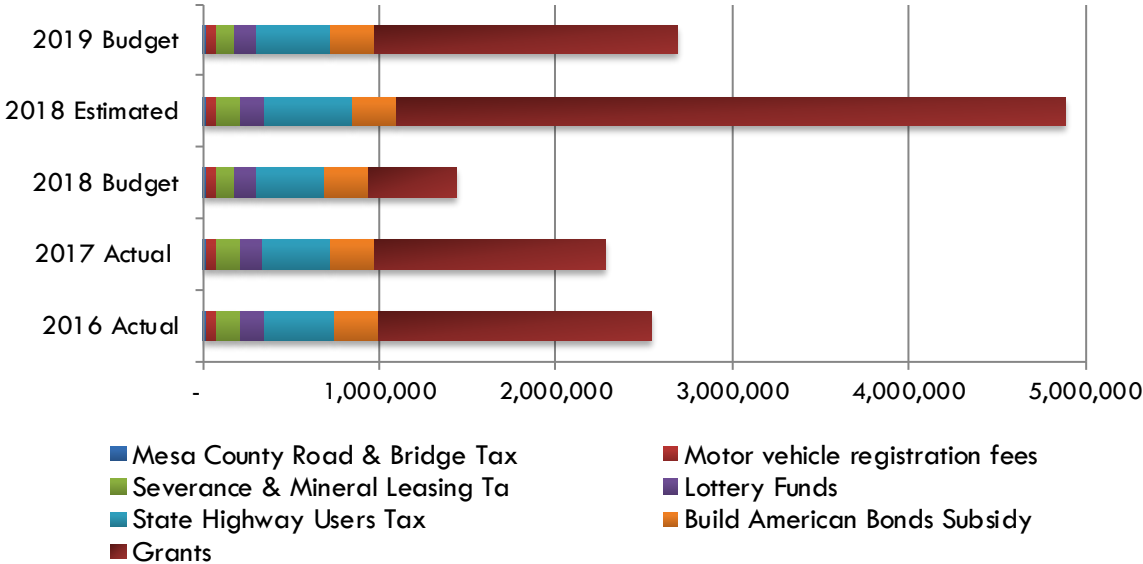
- Monthly trash collection charge increase of \$0.50 from \$13.15 to \$13.65 and senior citizen rate for trash increase of \$0.50 from \$11.25 to \$11.75 per month
- Monthly sewer charges for residential property increase of \$1.00 from \$46.00 to \$47.00.
 - The senior citizen rate increase of \$0.40 from \$18.50 to \$18.90.
 - The commercial base rate for sewer is increased \$1.05 from \$53.00 to \$54.05.
 - The volume charge for up to 105,000 gallons is increased by \$0.15 per 1,000 gallons and for usage in excess of 105,000 the volume charge is increased by \$0.10 per 1,000 gallons.
- Sewer plant investment fee increase of 3%.
 - This will increase the P.I.F. fee \$200 from \$6,600 to \$6,800 for a single family residence.
 - The base rates for negotiated commercial plant investment fees for water taps of 1 1/2" or larger will increase 3%.
- A new fee for camera inspections of sewer lines after a utility bore of \$40.00
- A new fee for cleaning sewer lines prior to camera inspection of \$0.50 per foot.

Budget Overview

- The building valuation table used for determining *use tax on building materials* has been updated to the August 2018 values published by the International Code Council
- Preapplication meeting fees on development proposals increase of \$50 to \$100.

Intergovernmental Revenues

Intergovernmental revenues of \$2.7 million are budgeted to increase 87% from the 2018 Budget. Intergovernmental revenues include grants, shared revenues from highway users’ tax, severance and mineral lease taxes, motor vehicle registration fees, lottery revenues, and road and bridge taxes. The increase in intergovernmental revenues is primarily related to grants for capital projects.



The following is a table of the various grant revenues of \$1.7 million included in the 2019 Budget.

Grant Program	Purpose	Amount
CDOT - FHWA Bridge Grant*	Maple Street Bridge	1,600,000
GOCO Grant*	PROST Master Plan Update	75,000
DOLA EIAF Grant	Master Plan Update	25,000
DOLA EIAF Grant	Best and Brightest Intern Program	26,500
Total Grants		1,726,500
*Not Confirmed		

Shared intergovernmental revenues include severance and mineral lease revenues, highway user’s tax revenue, and lottery funds.

Budget Overview

The City also receives a federal subsidy for payment of taxable interest on the 2009B Sales and Use Tax Bonds for the Community Recreation Center. The amount of this subsidy has been reduced in the past as a result of the federal sequestration but is budgeted to increase slightly in 2019.

Transfers from Other Funds

Transfers of \$2,083,050 reflect revenue from one fund of the City being transferred to another fund of the City. Budgeted transfers in 2019 include the following:

- \$1,025,000 reflects transfers from the General Fund for capital projects,
- \$725,050 is related to debt service payments on the Community Recreation Center,
- \$226,000 in transfers from Enterprise Funds to the General Fund for administrative/utility billing expenses,
- \$95,000 represents a transfer for the historical operational subsidy for the outdoor swimming pool, senior recreation programs and fitness/wellness programs,
- \$12,000 in transfers from the General Fund to the Marketing and Promotion Fund from billboard rental fees.

Fines and Assessments

Fines and assessments include revenue from tickets and municipal court of \$18,400.

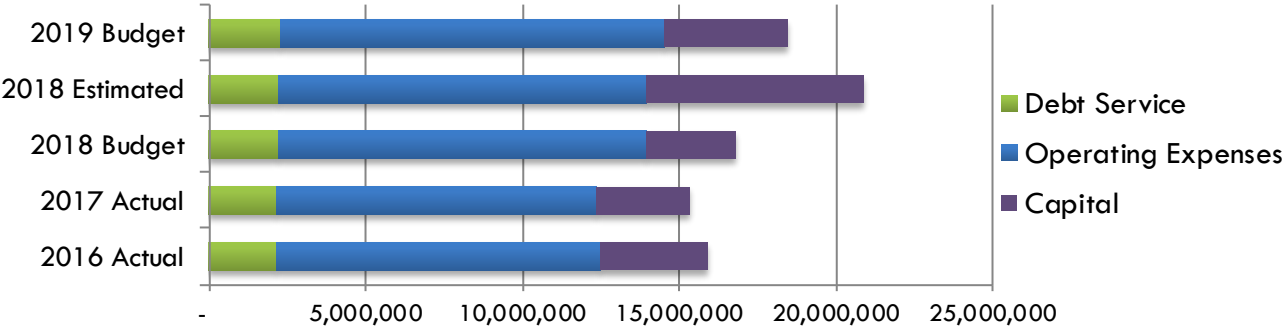
Miscellaneous Revenue

Miscellaneous revenue of \$256,050 includes donations, interest, income from property rentals and leases, and other minor revenues sources. This revenue is budgeted to increase 42% in 2019 due to increases in interest earnings.

EXPENSES

Overall expenses of \$18.4 million, net of transfers, are budgeted to increase 10% (\$1.6 million) from 2018 budgeted expenses. This increase is due to capital projects included in the 2019 Budget.

All Funds - \$18.5 million (excludes transfers)



Budget Overview

Operating Expenses

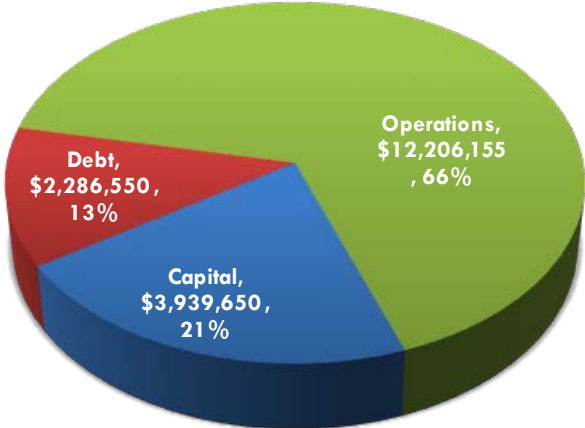
Operating expenses includes ongoing expenses associated with routine services provided by the City. It includes personnel, supplies, insurance, and purchased services associated with these routine services. Operating expenses of \$12.2 million represent 66% of the 2019 budget, excluding transfer, and are projected to increase 4%.

Personnel Services. Salaries and benefits account for 59% of the operating budget and are budgeted to increase 8% from the 2018 Budget. Personnel changes include the following:

- A 5.0% increase in wages for full time personnel.
- A 9% increase in part-time wages to comply with the new minimum wage rate of \$11.10 per hour.
- Reclassification of 3 positions from MW1 to MW2.
- Internal equity pay adjustments for corporal positions.
- New positions
 - Best and Brightest Intern
 - Engineering intern
 - FCC Facility Manager
 - FCC Aquatics Coordinator
- Conversion of part time MW1 position to full time position for sewer collections
- A 10% increase in health insurance costs resulting from a change in the health insurance provider and better benefit plan
- Elimination of supplemental health insurance plan

The following chart shows a history of staffing for each fund by total man-hours converted to full time equivalents (FTE's).

2019 Expenses - excludes transfers



Budget Overview

City of Fruita Staffing - Manhours by Fund				
	2016	2017	2018	2019
	Actual	Actual	Actual	Budget
General Fund				
Full time manhours	103,451	103,729	104,469	105,811
Part time manhours	16,348	18,393	17,464	19,698
Overtime	421	410	2,402	2,865
Total Manhours	120,220	122,532	124,335	128,374
FTE's	57.80	58.91	59.78	61.72
Marketing and Promotion Fund				
Full time manhours	409	416	374	416
Total Manhours	409	416	374	416
FTE's	0.20	0.20	0.18	0.20
Fruita Community Center Fund				
Full time manhours	12,151	12,900	12,962	16,640
Part time manhours	48,565	52,956	55,258	56,606
Overtime	986	1,041	1,088	1,090
Total Manhours	61,702	66,897	69,308	74,336
FTE's	29.66	32.16	33.32	35.74
Irrigation Water Fund				
Full time manhours	1,736	1,770	1,920	1,972
Part time manhours	179	386	228	520
Overtime	126	193	37	70
Total Manhours	2,041	2,349	2,185	2,562
FTE's	0.98	1.13	1.05	1.23
Sewer Fund				
Full time manhours	17,608	16,554	21,340	22,841
Part time manhours	839	733	498	-
Overtime	567	424	365	475
Total Manhours	19,014	17,711	22,203	23,316
FTE's	9.14	8.51	10.67	11.21
Fleet Maintenance Fund				
Full time manhours	5,730	4,227	5,480	6,240
Part time manhours	85	1,893	-	-
Overtime	196	16	64	65
Total Manhours	6,011	6,136	5,544	6,305
FTE's	2.89	2.95	2.67	3.03
Total City of Fruita				
Full time manhours	141,085	139,596	146,545	153,920
Part time manhours	66,016	74,361	73,448	76,824
Overtime	2,296	2,084	3,956	4,565
Total Manhours	209,397	216,041	223,949	235,309
FTE's	100.67	103.87	107.67	113.13

Budget Overview

Purchased Services. Purchased services of \$2.9 account for 24% of the 2019 operational expenses for the City and is down 2.0% compared to the 2018 budget. Purchased services include professional services such as engineering, auditing and legal fees; property services such as repair and maintenance of city facilities, infrastructure and mobile equipment; and other purchased services including trash collection, repair and maintenance of the irrigation and sewer systems; telephone, printing, publications, and advertising/promotion. Significant changes in purchased services include:

- decreases in
 - chipseal – biannual program (\$160,000)
 - drainage fees - (\$13,150)
- increases in
 - legal services (\$19,500)
 - 5-2-1 drainage fees (\$5,000)
 - trash collection services (\$33,000)
 - permit and workflow software for planning (\$10,000)
 - open space and trail management – (\$5,650)
 - trash services (\$36,000)
 - sewer system repair and maintenance (\$9,500)
 - property, casualty and liability insurance (\$11,900)

Supplies. Supplies account for 11% of the operational expenses for the City and reflect a decrease of 0.6% from the 2018 budget. Supplies include office supplies, tools and equipment, postage, fuel, electrical and gas services, uniforms and safety equipment.

Special Projects and Contingency Funds. Special projects and contingency funds are 6% of the operational budget and remain flat compared to the 2018 budget. Special projects include the fireworks display, transportation/bus services, and miscellaneous contributions to other agencies including special events, support of boards and commissions, and tourism mini-grants. Contingency funds are funds legally appropriated for use which are not designated to any specific purpose but may be allocated, upon approval of the Fruita City Council, for various purposes to meet expenses not anticipated at the time the budget was adopted. Significant changes include:

- reduction of 36% in contingency funds (\$211,475)
- increase of 105% in special projects (\$208,150) to include:
 - community master plan update - \$100,000
 - PHROST master plan update - \$125,000
 - Transportation services - \$6,000

Capital Expenses

Capital expenses of \$3.9 million account for 21% of the 2019 Budget. The following is a summary of capital projects and equipment expenses.

Budget Overview

CAPITAL EQUIPMENT			
Description			Budgeted Amount
Mobile Equipment			
CERF	110	Patrol Cars (3 replacements)	136,000
CERF	110	Truck - Engineering (replacement)	28,000
CERF	110	Wide Area Mower (replacement)	72,000
CERF	110	Car - PW Admin (replacement)	33,400
CERF	110	Truck with flat bed (replacement)	68,400
New	110/127	Recreation and FCC Administrative vehicle (new)	50,000
<i>Subtotal Mobile Equipment</i>			387,800
Computer Equipment			
	110	Annual Computer Equipment	45,300
	127/212	New Computers/tablets	6,550
<i>Subtotal Computer Equipment</i>			51,850
Furniture and Equipment			
	110	Civic Center building improvements	15,000
	110	Soccer goals	2,000
	127	Stair climber	6,000
	127	TRX training system	4,500
	127	Indoor pool replaster	100,000
	127	Outdoor pool deck furniture	4,500
	127	Gym storage improvements	3,000
	212	Trench excavation box	11,000
	212	Confined space entry equipment	7,000
	212	DO probe controllers	60,000
	212	Spectrometer	10,000
	212	Drum screen basket	60,000
	212	Hotsy pressure washer	15,000
<i>Subtotal Furniture and Equipment</i>			298,000
TOTAL CAPITAL EQUIPMENT			737,650

Budget Overview

Capital Projects	Budgeted Amount
Lagoon redevelopment	100,000
N. Maple Bridge Replacement	2,000,000
Sidewalk Replacement	30,000
Overlay Program	400,000
J.2 Road Crosswalk	15,000
Pumphouses (Heritage and Civic Center Park)	40,000
Irrigation system filters (Reed Park and Olga Anson Park)	40,000
SH 340 Lift Station Upgrades	90,000
Maple Street Sewer Line Replacement	287,000
H2S Gas Mitigation in Sewer Lines	200,000
TOTAL CAPITAL PROJECTS	3,202,000
TOTAL CAPITAL	\$3,939,650

Debt Service

Debt service principal and interest payments of \$2.3 million represents 13% of the 2019 Budget, net of transfers.

Consolidated Debt Schedule					
	Original Debt	Outstanding Principal	Outstanding Interest	Total Debt Outstanding	2019 P & I Payments
FCC Bonds	12,565,000	12,180,000	9,088,611	21,268,611	1,003,000
WWTF Loan	21,830,000	17,240,000	4,000,250	21,240,250	1,283,550
Total	34,395,000	29,420,000	13,088,861	42,508,861	2,286,550

*Outstanding interest, total debt and 2019 payments are net of \$3,634,430 due from the federal government for the Build America Bonds (BAB) subsidy.

FUNDS AVAILABLE

Available Funds represent the fund balance of governmental funds less the non-spendable portion of fund balance and the net position of proprietary funds less the amount invested in capital assets. Fund balance reflects the cumulative difference between revenues and expenses from year to year. Revenues in excess of expenses increase fund balance, and expenses in excess of revenues decrease fund balance on an annual basis. Funds Available include designations or restrictions for specific uses or are unassigned and may be used for any purpose. Each Fund Summary includes detailed information on Funds Available.

Budget Overview

The City is projecting that funds available at December 31, 2019 will be \$16.3 million. This is an overall decrease of 4% (\$674,005) from the estimated amount available at 12/31/2018. The following is a summary of uses and additions to available funds between the 2018 Budget and 2019 Budget. More detailed information can be found in the individual fund summaries.

2019 Use of/Additions to Fund Balances	
<u>General Fund</u>	
Unassigned	(739,262)
Supplemental health insurance	(67,000)
Public Safety	57,000
Operating Reserve	78,382
Fireworks Display	(15,000)
CERF	(37,800)
Streets	1,500
	(722,180)
<u>Conservation Trust Fund</u>	
Restricted for Parks and Open Space	50,000
	50,000
<u>Community Center Fund</u>	
CERF	(80,625)
Operating Reserve	47,794
Restricted for FCC	(47,794)
	(80,625)
<u>Debt Service Fund</u>	
Restricted - debt service	(500,000)
Assigned - debt service	500,000
	-
<u>Sewer Fund</u>	
Loan Covenants	40,257
CERF	5,000
Unassigned	33,543
	78,800
 Use of Fund balances	 (674,005)

The chart on the following page shows the estimated funds available at January 1, 2019 and the revenues, operational expenses, net transfers in/out, debt payments, capital expenses, net change in available funds and the estimated funds available at 12/31/2019.

Budget Overview

SUMMARY OF FUNDS AVAILABLE - 2019 BUDGET									
	Est. Beg Funds Available	Revenues	Expenditures	Operational Excess (Shortfall)	Transfers (Net)	Debt Payments	Capital	Change in Available Funds	Ending Funds Available
Governmental Fund Types									
General Fund	\$ 7,715,045	7,997,000	(7,468,080)	\$ 528,920	(826,000)	-	(425,100)	\$ (722,180)	\$ 6,992,865
Conservation Trust Fund	\$ 56,796	130,000	-	\$ 130,000	(80,000)	-	-	\$ 50,000	\$ 106,796
Marketing Fund	\$ 106,763	124,000	(136,000)	\$ (12,000)	12,000	-	-	\$ -	\$ 106,763
Community Center Fund	\$ 1,372,645	2,696,500	(2,011,375)	\$ 685,125	(630,050)	-	(135,700)	\$ (80,625)	\$ 1,292,020
Capital Projects Fund	\$ 355,443	1,600,000	(2,625,000)	\$(1,025,000)	1,025,000	-	-	\$ -	\$ 355,443
Debt Service Fund	\$ 2,756,320	278,450	-	\$ 278,450	725,050	(1,003,500)	-	\$ -	\$ 2,756,320
Subtotal - Governmental Funds	\$ 12,363,012	\$ 12,825,950	\$ (12,240,455)	\$ 585,495	\$ 226,000	\$ (1,003,500)	\$ (560,800)	\$ (752,805)	\$ 11,610,207
Enterprise & Internal Service Funds									
Devils Canyon Center Fund	\$ 182,120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 182,120
Irrigation Water Funds	\$ 158,305	114,500	(104,500)	\$ 10,000	(10,000)	-	-	\$ -	\$ 158,305
Sewer Fund	\$ 4,103,930	3,745,100	(1,449,400)	\$ 2,295,700	(160,000)	(1,283,550)	(773,350)	78,800	\$ 4,182,730
Trash Fund	\$ 132,881	770,000	(714,000)	\$ 56,000	(56,000)	-	-	\$ -	\$ 132,881
Fleet/Maintenance Fund (ISF)	\$ 11,384	302,800	(302,800)	\$ -	-	-	-	\$ -	\$ 11,384
Subtotal - Enterprise & IS Funds	\$ 4,588,620	\$ 4,932,400	\$ (2,570,700)	\$ 2,361,700	\$(226,000)	\$ (1,283,550)	\$ (773,350)	\$ 78,800	\$ 4,667,420
Total - All Fund Types	\$16,951,632	\$17,758,350	\$(14,811,155)	\$2,947,195	\$ -	\$(2,287,050)	\$(1,334,150)	\$(674,005)	\$16,277,627

General Fund Summary

General Fund Summary

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General Fund Summary

REVENUES AND EXPENSES

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Revenues						
Taxes	\$ 5,800,149	\$ 6,285,629	\$ 6,445,650	\$ 7,016,900	\$ 6,943,500	8%
Licenses & Permits	31,212	35,768	31,500	31,500	31,250	-1%
Intergovernmental Revenue	632,678	605,140	576,500	757,600	713,500	24%
Charges for Service	212,689	248,581	171,000	224,700	181,850	6%
Fines & Forfeits	32,411	32,538	71,500	60,000	18,400	-74%
Miscellaneous	190,482	152,893	88,625	157,625	108,500	22%
Transfer/Other Fin Sources	232,761	221,021	225,000	247,900	226,000	0%
Total Revenues	\$ 7,132,382	\$ 7,581,570	\$ 7,609,775	\$ 8,496,225	\$ 8,223,000	8%
Expenses						
Personnel Services, Salaries	\$ 2,972,102	\$ 2,923,978	\$ 3,167,975	\$ 3,166,825	\$ 3,346,500	6%
Personnel Services, Benefits	1,137,993	1,098,864	1,192,450	1,192,950	1,274,455	7%
Purchased Professional Svcs	270,126	259,742	278,475	303,475	321,050	15%
Purchased Property Services	605,296	506,094	817,675	817,675	692,925	-15%
Other Purchased Services	503,612	516,711	548,150	540,975	534,200	-3%
Supplies	581,982	584,199	636,875	647,650	619,100	-3%
Operating Transfers	95,000	107,000	107,000	107,000	107,000	0%
Special Projects	142,989	140,734	128,000	154,600	344,150	169%
Contingency	-	-	338,400	332,400	335,700	-1%
Operating Expenses	\$ 6,309,100	\$ 6,137,322	\$ 7,215,000	\$ 7,263,550	\$ 7,575,080	5%
Capital Equipment (New)	102,256	92,113	100,725	129,725	87,300	-13%
Capital Equipment (CERF)	470,037	361,788	198,350	198,350	337,800	70%
Capital Project Transfers	474,447	260,946	488,000	499,550	945,000	94%
Total Expenses	\$ 7,355,840	\$ 6,852,169	\$ 8,002,075	\$ 8,091,175	\$ 8,945,180	12%
Change in available funds	\$ (223,458)	\$ 729,401	\$ (392,300)	\$ 405,050	\$ (722,180)	84%

FUNDS AVAILABLE

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Beginning Funds Available	\$ 6,804,052	\$ 6,580,594	\$ 7,309,995	\$ 7,309,995	\$ 7,715,045	6%
Net Change in available funds	(223,458)	729,401	(392,300)	405,050	(722,180)	84%
Ending Funds Available	\$ 6,580,594	\$ 7,309,995	\$ 6,917,695	\$ 7,715,045	\$ 6,992,865	1%

General Fund Summary

FUNDS AVAILABLE (cont)

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Components of Funds Available						
Nonspendable - Inventory	\$ 4,778	\$ 7,437	\$ 7,437	\$ 7,437	\$ 7,437	0%
Restricted - TABOR Reserve	400,000	400,000	400,000	400,000	400,000	0%
Restricted - Streets	802	2,019	802	4,500	6,000	648%
Restricted - Public Safety	-	-	-	45,000	102,000	N/A
Operating Reserve	1,696,598	1,621,056	1,663,687	1,815,888	1,894,270	14%
Assigned - Capital Projects	196,131	132,805	-	-	-	N/A
Assigned-Health insurance	436,312	408,940	321,940	388,940	321,940	0%
Assigned-Vehicle replacement	745,718	713,410	815,063	815,060	777,260	-5%
Assigned - Other	30,993	52,247	35,747	50,747	35,747	0%
Unassigned	3,069,262	3,972,081	3,673,019	4,187,473	3,448,211	-6%
	\$ 6,580,594	\$ 7,309,995	\$ 6,917,695	\$ 7,715,045	\$ 6,992,865	1%

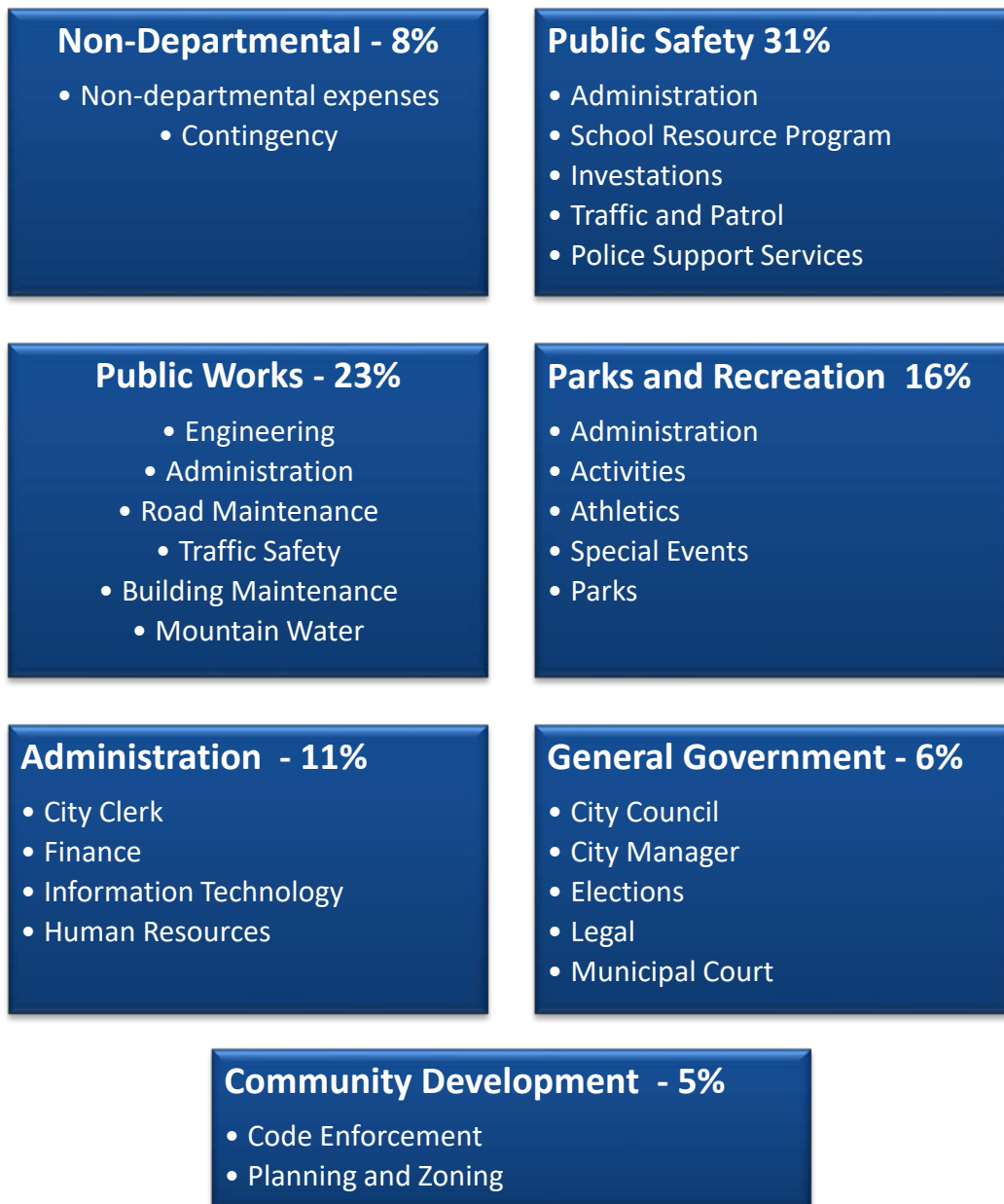
EXPENSES BY DEPARTMENT

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
General Government	\$ 345,148	\$ 353,837	\$ 381,100	\$ 384,600	\$ 457,875	20%
Administration	624,371	630,745	760,900	765,600	790,055	4%
Community Development	259,291	223,330	297,750	297,750	418,625	41%
Public Safety	2,116,775	2,105,915	2,218,775	2,224,525	2,313,275	4%
Public Works	1,641,458	1,450,890	1,814,075	1,817,075	1,717,775	-5%
Parks and Recreation	961,495	996,877	1,015,500	1,053,100	1,168,875	15%
Non-departmental	265,562	268,728	281,500	281,500	265,900	-6%
Contingency	-	-	338,400	332,400	335,700	-1%
Operating Expenses	\$ 6,214,100	\$ 6,030,322	\$ 7,108,000	\$ 7,156,550	\$ 7,468,080	5%
Capital Outlay	572,293	453,901	299,075	328,075	425,100	42%
Transfers, Operating	95,000	107,000	107,000	107,000	107,000	0%
Transfers, Capital	474,447	260,946	488,000	499,550	945,000	94%
Total Expenses	\$ 7,355,840	\$ 6,852,169	\$ 8,002,075	\$ 8,091,175	\$ 8,945,180	12%

General Fund Summary

PURPOSE OF THE FUND

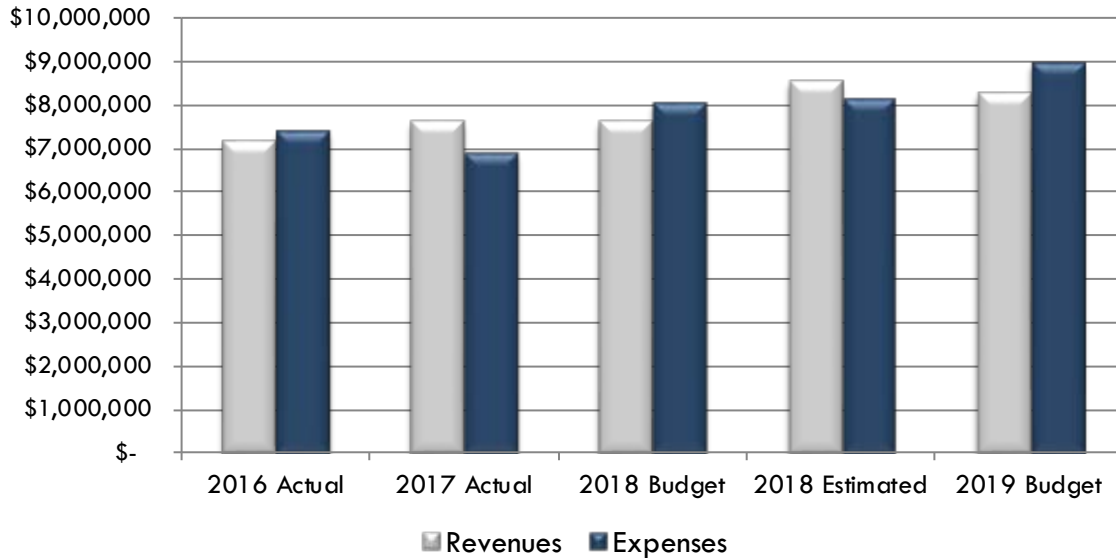
The General Fund is the City's major operating fund. It is used to account for the provision of municipal services funded through the general resources of the City, primarily tax revenues. The General Fund consists of the following departments and programs. (% indicates % of 2019 Operating Expenses, excludes transfers and capital).



General Fund Summary

REVENUES AND EXPENSES

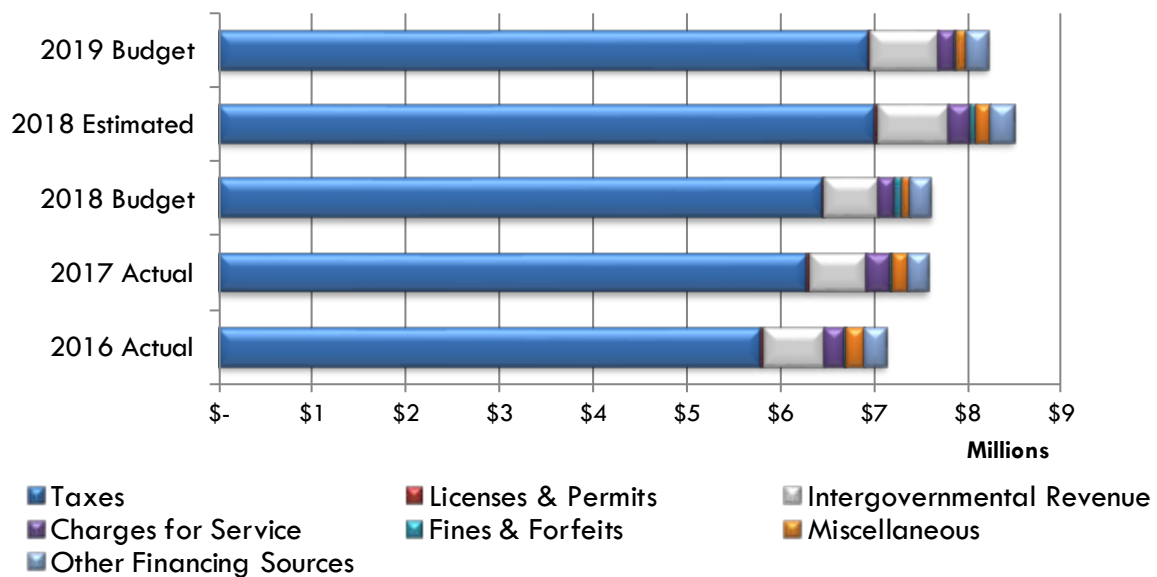
General Fund expenses of \$8.9 million are budgeted to exceed revenues of \$8.2 million in 2019. This \$722,180 difference reflects the use of available funds for capital projects and equipment.



Revenues

General Fund revenues of \$8.2 million reflect an 8% increase from 2018 budgeted revenues.

General Fund Revenues



General Fund Summary

Tax revenues are the most significant source of revenue for the City of Fruita and account for 84% of the total General Fund revenues. Total tax revenues of \$6.9 million are budgeted to increase 8% in 2019 over 2018 budgeted revenues. The most significant source of this increase is from City and County sales tax revenues which are budgeted to increase 10% and 8%, respectively over 2018 budgeted amounts and 1.5% over 2018 estimated actual amounts. Sources of tax revenue in the General Fund include 2% of the City's 3% sales and use taxes, the City's portion of the 2% Mesa County sales tax, 4.01% of the 0.37% Mesa County public safety tax, property taxes and franchise fees. Budget projections for tax revenues sources are conservative. While the City experienced increases in tax revenues in 2018, it is projected that these increases will level off in 2019. The following is summary of changes in significant revenue sources between the 2018 and 2019 budgeted amounts.

Description	Change from 2018 Budget	% of Total General Fund Revenues
County sales tax (2%)	7.9%	27%
City sales tax revenue	9.5%	22%
Use tax on vehicles	11.4%	8%
Use tax on building materials	25.0%	2%
Property tax	1.5%	14%
Franchise fees	2.6%	5%
Mineral lease and severance tax	-9.0%	1%

County Sales Tax – 2%. County sales tax revenue of \$2.2 million is the single largest source of revenue for the General Fund. The City of Fruita receives 1/10th of \$.01 of the \$.02 County sales tax.

County Sales Tax – Public Safety. The City of Fruita began receiving 4.01% of the .37% increase in County sales tax effective January 1, 2018 and approved by voters in November of 2017. This sales tax is for the purposes of public safety needs in the City of Fruita.

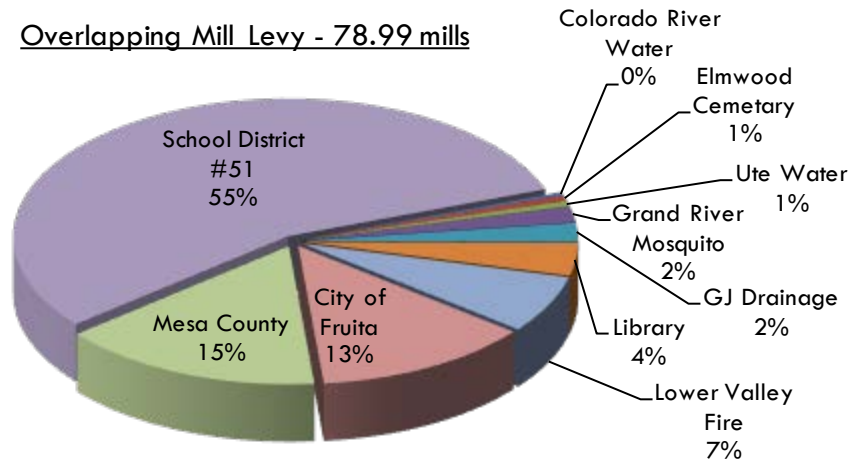
City Sales Tax. City sales tax revenue of \$1.8 million is the second largest source of General Fund revenue. Two percent of the City's 3% sales tax is included in the General Fund. The remaining 1% of the 3% sales tax is budgeted and accounted for in the Community Center Fund.

Property Tax. Revenue from property tax of \$1.17 million is budgeted to increase 1.6%. The assessed valuation of property in the City increased \$1.9 million from \$113.5 million to \$115.4 million. Ninety-nine percent (99%) of this increase was due to new construction and annexations.

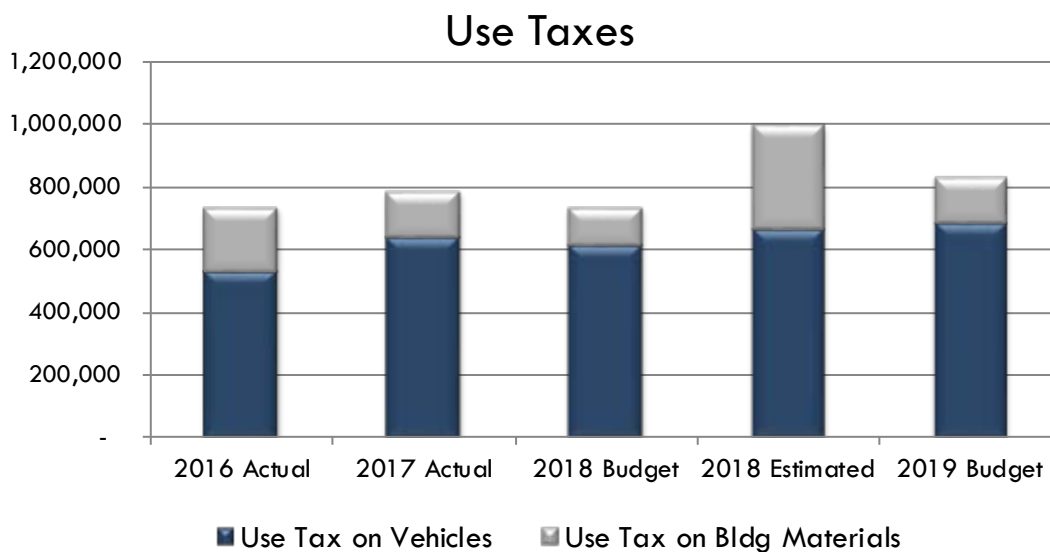
General Fund Summary

The mill levy assessed by the City for collection in 2019 remains unchanged at 10.146 mills.

The overlapping mill levy (total of property taxes levied by all taxing jurisdictions) for collection in 2018 for Fruita residents was 78.99 mills. Information on the 2018 overlapping mill levy (collected in 2019) is not available at this time. The City of Fruita received 13% of the total property tax revenue in 2018.



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



General Fund Summary

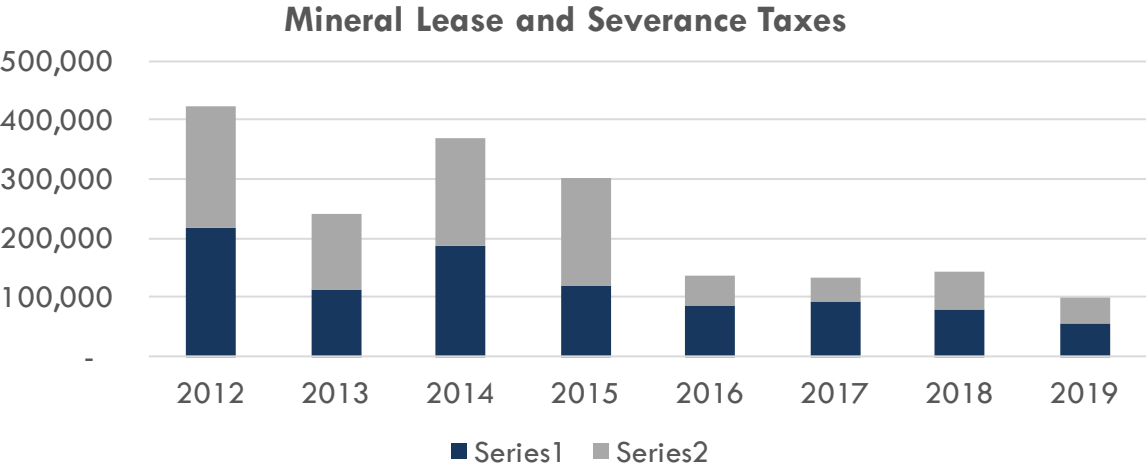
Franchise Fees. The City also receives franchise revenues from Xcel Energy and Grand Valley Rural Power on revenues from the sale of gas and electricity and from Charter Communications for cable television services. The City's franchise fee is 3% of revenues on the respective utilities. Franchise fees are paid by utility companies for use of the City's streets and rights of way for placement of service lines. The franchise agreements with Xcel Energy Service and Grand Valley were renegotiated in 2002 and the cable television franchise agreement was renegotiated in 2016 and the fee was increased from 2.5% to 3.0%. Franchise revenues are budgeted to increase 2.6% from 2018 budgeted revenues.

Intergovernmental Revenues. Intergovernmental revenues of \$713,500 includes revenue from other governmental agencies.

Highway User's Tax. The most significant source of intergovernmental revenue in 2019 is highway user's tax which includes a tax on fuel and vehicle registration fees. This revenue is distributed among the state, counties and cities based on the number of registered vehicles in the jurisdiction and miles of streets within the city. The "FASTER" surcharge was imposed in 2009 and is a road safety surcharge added to vehicle registration fees of which 18% is shared back to municipalities. These revenues are required to be used for maintenance of streets within the City. This revenue is budgeted to decrease 2% from 2018 budgeted revenues. Additional funding is available in 2018 and 2019 through SB 18-001 – Fix Colorado Roads Act which provided additional transportation infrastructure funding earmarked specifically for local governments. This is one-time funding of which \$107,805 was received in 2018 and an estimated \$33,152 that will be distributed in August 2019. The City will also monitor the outcome of several questions on the November 2018 ballot concerning transportation funding which could have an impact on future revenues available for transportation.

Severance/Mineral Lease Tax. Severance and mineral lease tax revenues of \$100,000 are budgeted to decrease 9% in 2019 from the 2018 budgeted revenue. The revenues are distributed by the State of Colorado based on a number of factors including the place of residence of energy sector employees, well and mine permits, mineral production, population and road miles reported as part of the highway users tax annual reports. This revenue source is conservatively budgeted as it can fluctuate significantly from year to year as seen in the following chart. Severance tax and mineral lease funds can be used for any municipal purpose.

General Fund Summary



Charges for Services. Charges for services of \$181,850 include recreation program registration fees, park rentals, land use fees, lock off charges and special event fees. These revenues are projected to increase 6% from 2018 budgeted revenues. This increase is related to revenues from planning fees.

Fines, Forfeits and Assessments. Fines, forfeits and assessments of \$18,400 are budgeted to decrease 74% in 2019. These revenues are from assessments for violation of municipal and state laws issued by the Fruita Police Department, including court costs. The decrease in 2019 is due to it being an off year for the biennial chip seal program and corresponding use of any development impact fees for chip seal of streets, in addition to reductions in penalty assessments and court fines for violations of the Fruita Municipal Code and other laws.

Licenses and permits. Licenses and permits are budgeted to decrease 1% in 2019. All businesses operating in the City, including vendors at special events, are required to purchase a business license on an annual basis. In addition, special licenses are required for liquor establishments, coin operated amusement devices, dance halls, gas installers, pawn shops and automobile salvage yards. Also included are permits issued for construction of fences and signs and street excavation permits.

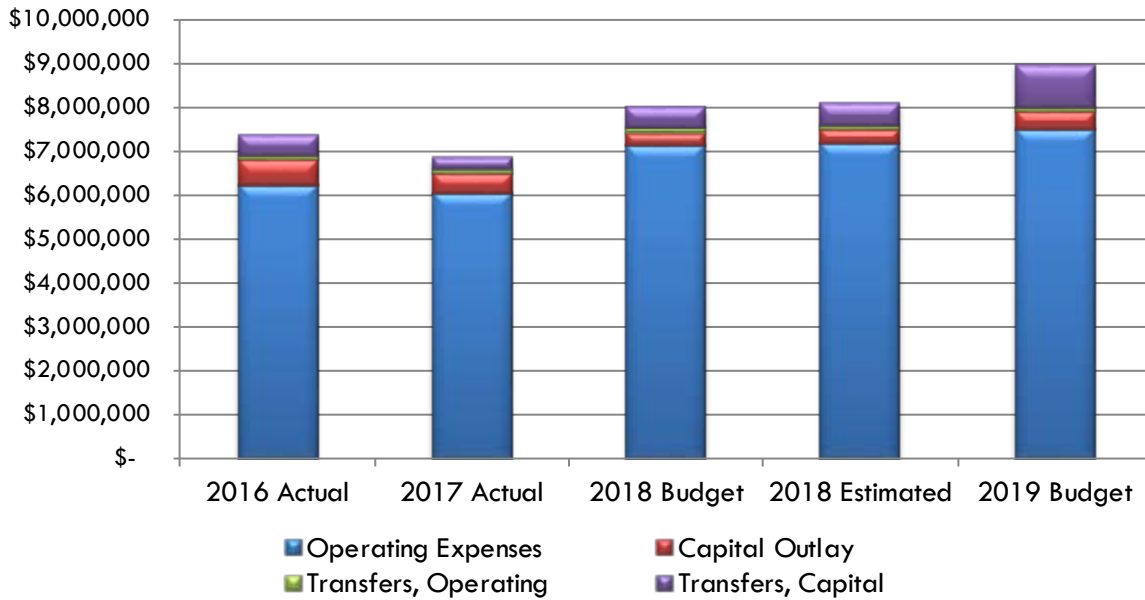
Other Revenues. Other revenues of \$108,500 include interest earnings, donations, rents on lands and water, and miscellaneous revenue.

Transfers from Other Funds. Transfers from other funds of \$226,000 are budgeted to remain flat in 2019. Transfers from other funds include transfers from enterprise funds of \$225,000 to the General Fund to offset the cost of providing administrative services to these funds. Administrative services include personnel and supply costs for management oversight, utility billing costs (labor, postage, supplies), accounting functions, human resources, insurance and other services.

General Fund Summary

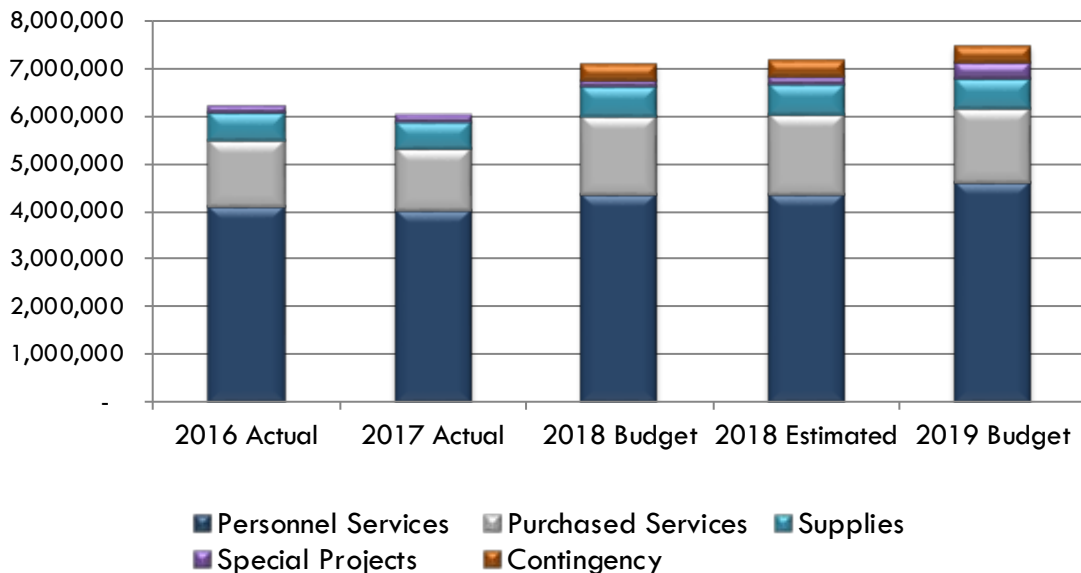
Expenses

General Fund expenses of \$8.9 million are budgeted to increase 12% in 2019 from 2018 budgeted amounts.

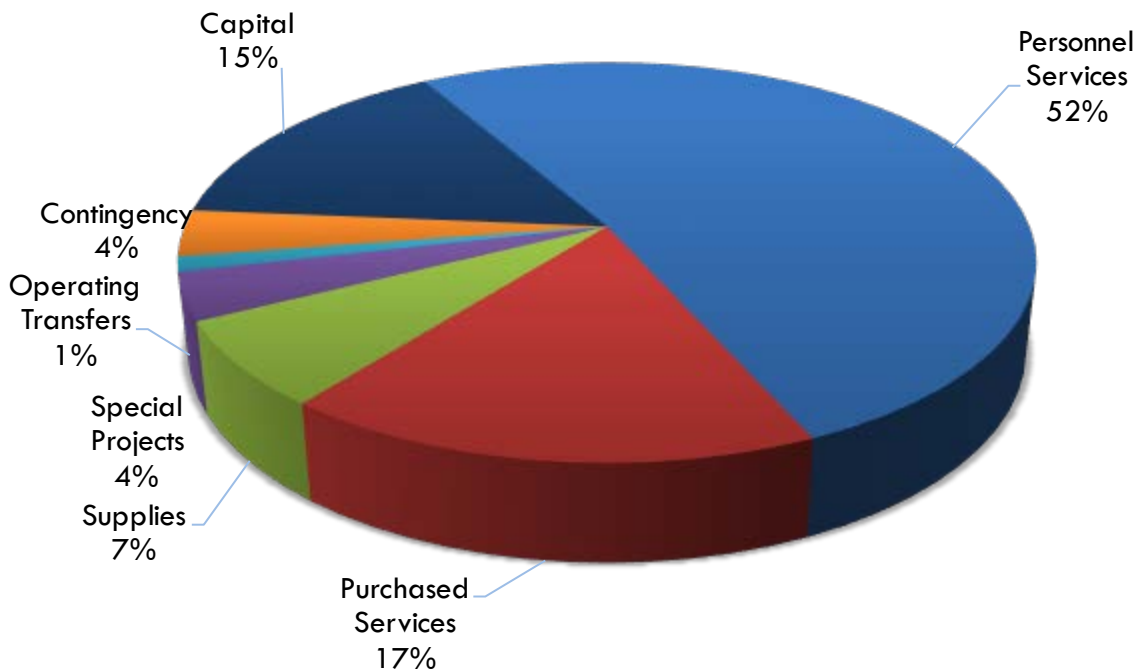


Operating expenses. Operating expenses of \$7.6 million reflect a 5% increase over 2018 budgeted expenses and account for 83% of the total 2019 General Fund budget. Capital Project transfers of \$945,000 represents 11% of the budget, and capital equipment of \$425,100 which includes both new and replacement equipment represents 5% of the General Fund budget. The following chart shows the history of General Fund operating expenses from 2016 through the 2019 Budget.

General Fund Summary



2019 Expenses - \$8.9 million



Personnel Services. Personnel services of \$4.6 million account for 52% of the operating expenses. This amount includes salaries, benefits and taxes for city staff and is budgeted to increase 6% in 2019. Significant changes in personnel services for the 2019 Budget include:

- A compensation increase of 5% is included in the budget.

General Fund Summary

- Changes in staffing include:
 - Addition of a “Best and Brightest” intern in the City Manager’s office and funded in part through a grant from the Department of Local Affairs
 - Addition of an Engineering intern in the Public Works Department
 - Reclassification of two Maintenance Worker 1 positions to Maintenance Worker 2 positions, based on certification of the employees
- Employee insurance coverage:
 - The City will be changing health insurance carriers in 2019 to Colorado Employer Benefit Trust (CEBT). CEBT is a non-profit trust for public institutions that includes 70 school districts, 68 municipalities, 4 counties and 202 special districts. CEBT has a history of outperforming the market for rate increases. The 2019 Budget includes an increase of approximately 10% in insurance premiums for the PPO 4 plan design. This plan will provide lower deductibles, lower maximum out of pocket expenses, and a broader provider network than the City’s current health insurance plan at a similar cost.
 - The City will also be adding a \$20,000 life insurance benefit for employees as part of the change to the CEBT insurance. Employees may elect to increase coverage through a voluntary payroll deduction.
 - The Supplemental Health Insurance program will be eliminated in 2019. This plan was used in the past to offset increased deductibles and out of pocket expenses for health insurance.
 - Funds of \$67,000 are allocated to a Health Insurance Contingency Account from the Health Insurance Reserve funds to cover a potential payment to RHMP for health insurance costs incurred in 2018 in excess of the risk threshold established as part of the risk share/reward program.

Purchased Services. Purchased services of \$1.5 million are budgeted to decrease 6%. Significant changes in purchased services include:

- Increase in professional development expenses of 6% for the Parks and Recreation Director to attend the NRPA conference (\$2,500) and the new Best and Brightest intern to attend professional development events (reimbursed through grant with DOLA).
- Addition of a new program for open space and trails weed control and maintenance in the amount of \$5,650.
- Increase of 32% (\$18,500) in legal fees for additional legal services
- Increase of 17% in service contracts for building permit/planning clearance cloud based software (\$10,000) and IT services (\$27,700). The IT service contract increase is primarily due to reallocation of expenses between services contracts and supplies. The net increase in IT service contracts is \$4,800 in 2019.
- Increase of 26% (\$5,000) in contributions to the 5-2-1 Drainage Authority for compliance with stormwater/drainage regulations.

General Fund Summary

- Elimination of the chip seal program in 2019 (\$160,000). This is a biennial program and chip seal is scheduled for the following year (2020).
- Decrease in 911 Dispatch charges of \$8,000. Actual expenses for 911 Dispatch services in 2018 are estimated at \$16,000 less than budgeted which results in an actual increase in charges of \$8,000 but a reduction from budget of \$16,000.

Supplies. Supplies of \$617,250 are budgeted to decrease 3% in 2019. This decrease is due to reallocation of IT expenses between service contracts and supplies and equipment (\$22,900) and elimination of election supplies and equipment (\$9,425) as no election is scheduled in 2019.

Special Projects. Special Projects in the amount of \$344,150 are budgeted to increase 169% (\$216,150). Significant changes in special projects include:

- Increase of 14% (\$6,000) in transportation services through Grand Valley transit.
- Increase of 329% (\$153,400) for master plans including a Community Master Plan (\$100,000) and Parks, Recreation, Open Space and Trails (PROST) Master Plan (\$100,000). The Community Master Plan is offset by a \$25,000 planning grant from the Department of Local Affairs (not confirmed) and the PROST Master Plan is offset by a \$75,000 GOCO grant (not confirmed). In addition, \$25,000 is also included in the Community Center Fund for the PROST.

Contingency. Contingency Funds of \$335,700 are budgeted to remain relatively flat 2019. Contingency funds include the following:

- An operational contingency fund of 2.9% (\$210,000) of the General Fund operating expenses is budgeted in 2019 for unanticipated expenses and/or revenue shortfalls.
- An economic development contingency fund of \$58,700 is budgeted in 2019 for undesignated economic development expenses including participation in the Foreign Trade Zone.
- A health insurance risk contingency fund of \$67,000 is budgeted in 2019. It is anticipated that the City's health insurance claims for 2018 will be greater than anticipated and additional funds due under the risk/reward health insurance program. This amount will be determined around June/July of 2019. Funding for this contingency account is from amounts designation for Health Insurance in the fund balance of the General Fund.

Capital Equipment. The 2019 Budget includes \$425,100 in capital equipment acquisitions. This includes \$337,800 in replacement equipment and \$87,300 in new equipment. Below is a summary of capital equipment acquisitions in the General Fund.

General Fund Summary

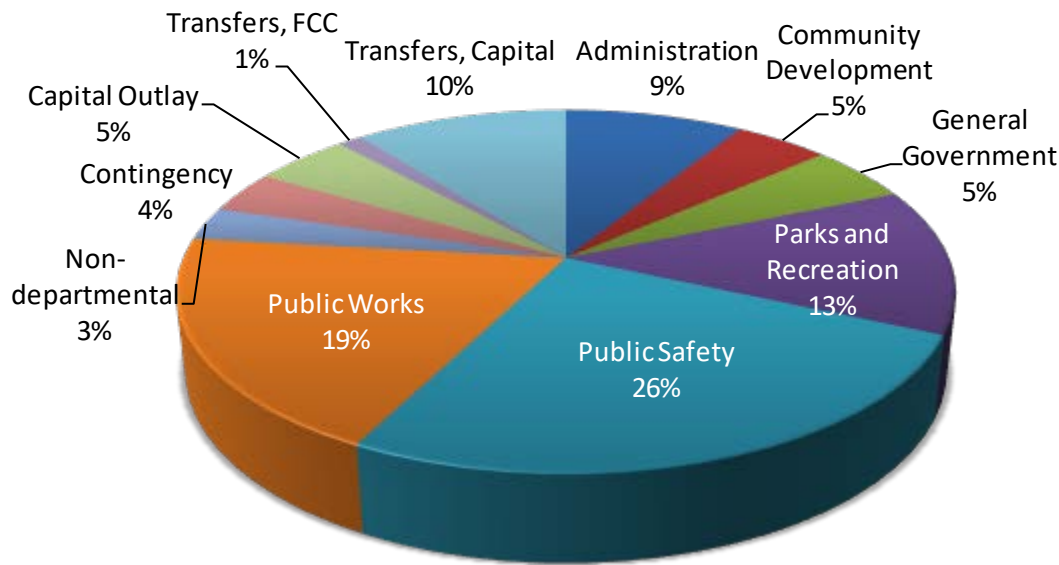
Status	Equipment Description	Dept.	Amount
New	Soccer Goals-Reed Park	PK	\$ 2,000
	Parks and Recreation SUV - 50% in FCC	PK	25,000
	Civic Center Improvements	PW	15,000
	Computer Equipment (new and replacement)	AD	45,300
New Equipment Total			87,300
Replacement	Sergeant's Car Unit #8108	PD	43,000
	Patrol Car Unit #8109	PD	46,500
	Patrol Car Unit #8307	PD	46,500
	Truck - Engineering Unit #9050	PW	28,000
	Wide Area Mower - Unit #3043	PK	72,000
	PW Admin Car - Unit #4103	PW	33,400
	PW 4 x 4 Truck - Unit #7023	PW	68,400
	Replacement Equipment		
Grand Total			\$ 425,100

Transfers. Transfers from the General Fund to other funds are budgeted at \$1,052,000 in 2019. This includes a transfer of \$945,000 to the Capital Projects Fund and the annual operating transfer of \$95,000 to the Community Center Fund and a \$12,000 transfer to the Marketing and Promotion Fund. Additional information about these transfers can be found in the respective funds.

EXPENSES BY DEPARTMENT

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

General Fund Summary



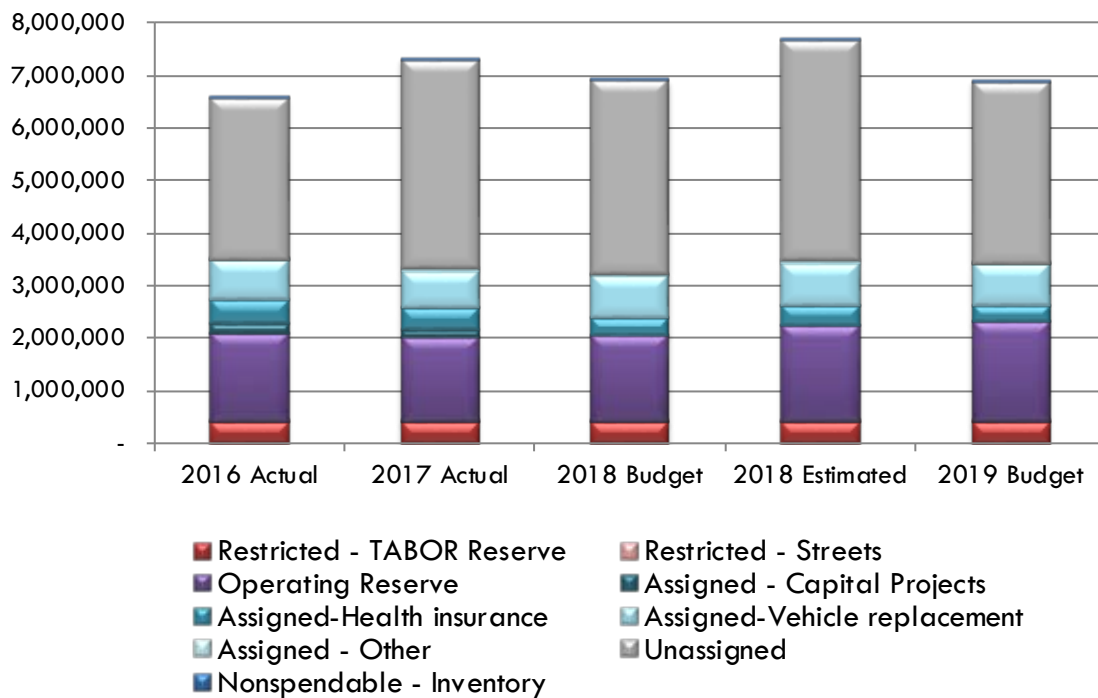
FUNDS AVAILABLE

Available funds are budgeted at \$7 million as of December 31, 2019. Available funds include:

- *Restricted funds* of \$508,000 represent amounts constrained to specific purposes by their providers through constitutional provisions or by enabling legislation such as the emergency reserve required by TABOR - \$400,000, interest earnings on chip seal fees restricted for use on streets - \$6,000 and public safety funds from the County sales tax dedicated for public safety use in excess of amounts spent on Dispatch services - \$102,000;
- *Operating Reserve* of \$1.9 million are funds that can only be used for specific purposes as determined by formal action of the City Council and are equivalent to 25% of the 2019 operating expenses;
- *Assigned funds* of \$1.1 million are funds assigned by the City Manager or City Council for specific purposes such as the Capital Equipment Replacement Fund (CERF), health insurance reserve and amounts designated for other purposes.
- *Unassigned funds* of \$3.4 million represent funds that are available for any purpose.
- *Non-spendable funds* of \$7,437 represent amounts that are not in spendable form and include the inventory of fuel.

General Fund Summary

Funds Available



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

The 2019 Budget includes the use of \$725,180 of available funds. This is the amount by which total expenses exceed total revenues. The following chart represents the additions to or reductions from available funds in 2019.

Summary - Use of Available Funds

Unassigned	(739,262)
Supplemental health insurance - risk c)	(67,000)
Restricted for public safety	57,000
Operating Reserve	78,382
Fireworks Donation	(15,000)
Vehicle/Equipment replacement	(37,800)
Streets	1,500
	<u>(722,180)</u>

General Fund Revenues

Revenues

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg
TAXES							
110-000-00-3110	Property Tax	1,096,363	1,123,312	1,151,400	1,151,400	1,166,750	1.3%
110-000-00-3120	Specific Ownership Tax	139,967	172,378	155,750	160,000	168,550	8.2%
110-000-00-3129	County Sales Tax - PS	-	-	287,000	325,000	329,000	14.6%
110-000-00-3130	County Sales Tax	1,924,355	2,100,607	2,075,000	2,205,000	2,238,000	7.9%
110-000-00-3131	City Sales Tax	1,508,961	1,691,420	1,640,000	1,770,000	1,796,000	9.5%
110-000-00-3132	Use Tax on Vehicles	533,323	639,806	615,000	670,000	685,000	11.4%
110-000-00-3133	Use Tax on Bldg Materials	203,110	147,073	120,000	330,000	150,000	25.0%
110-000-00-3142	Cigarette Tax	10,942	9,862	10,000	9,500	9,200	-8.0%
110-000-00-3182	Franchise Fees	381,556	399,815	390,000	395,000	400,000	2.6%
110-000-00-3190	Penalties and Interest	1,572	1,356	1,500	1,000	1,000	-33.3%
		5,800,149	6,285,629	6,445,650	7,016,900	6,943,500	8%
LICENSES							
110-000-00-3210	Business Licenses	16,887	19,663	18,500	18,500	18,500	0%
110-000-00-3211	Liquor Licenses	10,900	13,150	10,000	10,000	10,000	0%
110-000-00-3220	Street Excavation Permits	840	900	1,000	1,000	750	-25%
110-000-00-3221	Other Permits	2,585	2,055	2,000	2,000	2,000	0%
		31,212	35,768	31,500	31,500	31,250	-1%
INTERGOVERNMENTAL REVENUES							
110-000-00-3330	Severance/Mineral Lease Tax	136,861	132,805	110,000	143,400	100,000	-9%
110-000-00-3341	GOCO Grant	-	-	-	-	75,000	N/A
110-000-00-3342	Energy Impact Grant	3,125	4,375	5,000	-	51,500	930%
110-000-00-3344	CPW Planning Grant	-	-	-	35,600	-	0%
110-000-00-3351	Add. Motor Vehicle Reg Fees	20,375	20,750	20,000	20,000	20,000	0%
110-000-00-3352	State Highway Users Tax	389,172	394,425	389,000	499,000	414,000	6%
110-000-00-3353	App. Motor Vehicle Reg Fees	28,833	29,225	28,500	28,500	29,000	2%
110-000-00-3370	Tree Grants	400	-	-	-	-	0%
110-000-00-3371	Mesa County Grants	2,585	-	-	7,100	-	0%
110-000-00-3373	Local Agency Police Grants	12,837	700	-	-	-	0%
110-000-00-3375	AGNC Grant	5,000	(1,202)	-	-	-	0%
110-000-00-3377	Grand Valley Drainage District	10,000	-	-	-	-	0%
110-000-00-3380	Mesa County Road Tax	23,490	24,062	24,000	24,000	24,000	0%
		632,678	605,140	576,500	757,600	713,500	24%
CHARGES FOR SERVICES							
110-000-00-3413	Planning Fees	29,484	40,148	20,000	54,000	32,000	60%
110-000-00-3415	Subdivision Review Fees	-	1,514	-	-	-	0%
110-000-00-3421	Vehicle Inspection Fees	1,599	2,327	1,400	1,800	1,500	7%
110-000-00-3455	Impound Fees	-	5	100	100	100	0%
110-000-00-3470	Recreation Registration Fees	88,888	98,672	79,000	79,000	79,000	0%
110-000-00-3472	Special Event Booth Fees	8,032	8,865	8,000	9,000	8,000	0%
110-000-00-3473	Retail sales	9,178	12,130	10,000	14,000	10,000	0%
110-000-00-3475	Internet sales	1,357	372	-	2,800	750	N/A
110-000-00-3477	Park rentals	16,750	14,840	15,000	15,000	15,000	0%
110-000-00-3478	Shipping & Handling Charges	16	26	-	-	-	0%
110-000-00-3479	Scholarship Program	14,930	24,476	9,000	9,000	9,000	0%
110-000-00-3480	Manpower	20,248	23,239	8,500	16,000	8,500	0%

General Fund Revenues

Revenues

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg
110-000-00-3483	Penalties	22,207	21,967	20,000	18,000	18,000	-10%
110-000-00-3484	Trails Planning Contribution	-	-	-	6,000	-	0%
		212,689	248,581	171,000	224,700	181,850	6%
<u>FINES, FORFEITS AND ASSESSMENTS</u>							
110-000-00-3510	City and County Court	18,868	17,449	18,000	13,000	11,000	-39%
110-000-00-3511	Penalty Assessments	11,677	13,805	12,000	7,000	7,000	-42%
110-000-00-3512	Restitution to City	51	244	-	-	-	0%
110-000-00-3513	Misdemeanor Fee	1,815	1,040	1,500	-	400	-73%
110-000-00-3555	Development Impact Fees	-	-	40,000	40,000	-	-100%
		32,411	32,538	71,500	60,000	18,400	-74%
<u>INTEREST AND RENTALS</u>							
110-000-00-3610	Interest on deposits	30,481	50,611	35,000	75,000	55,000	57%
110-000-00-3613	Gain (Loss) on investments	131	85	-	-	-	0%
110-000-00-3625	Rent on Lands and Water	32,343	35,449	34,000	34,000	34,000	0%
110-000-00-3626	Facility Rentals	2,085	2,675	2,125	2,125	2,000	-6%
		65,040	88,820	71,125	111,125	91,000	28%
<u>DONATIONS</u>							
110-000-00-3640	Senior Center Donations	1,087	1,005	-	-	-	0%
110-000-00-3641	Miscellaneous Donations	2,500	4,008	-	-	-	0%
110-000-00-3642	Recreation Donations	6,833	14,611	-	3,000	-	0%
110-000-00-3643	Police Donations	-	1,050	-	-	-	0%
110-000-00-3645	Special Event Donations	19,000	29,542	14,500	40,500	14,500	0%
		29,420	50,216	14,500	43,500	14,500	0%
<u>MISCELLANEOUS</u>							
110-000-00-3680	Miscellaneous	5,483	5,697	3,000	3,000	3,000	0%
110-000-00-3681	Cash Over (Short)	(115)	268	-	-	-	0%
110-000-00-3682	Refunds	90,654	7,892	-	-	-	0%
		96,022	13,857	3,000	3,000	3,000	0%
<u>TRANSFERS FROM OTHER FUNDS</u>							
110-000-00-3911	Tsfr from Sewer Fund	160,000	160,000	160,000	160,000	160,000	0%
110-000-00-3912	Tsfr from Trash Fund	51,000	41,000	55,000	55,000	56,000	2%
110-000-00-3913	Tsfr from Devils Canyon	-	-	-	-	-	0%
110-000-00-3915	Tsfr from Irrigation	10,000	10,000	10,000	10,000	10,000	0%
		221,000	211,000	225,000	225,000	226,000	0%
<u>OTHER FINANCING SOURCES</u>							
110-000-00-3950	Sale of Equipment	3,442	10,003	-	16,600	-	0%
110-000-00-3960	Insurance payments	8,319	18	-	6,300	-	0%
		11,761	10,021	-	22,900	-	0%
TOTAL REVENUES		7,132,382	7,581,570	7,609,775	8,496,225	8,223,000	8%

General Government Department

General Government Department

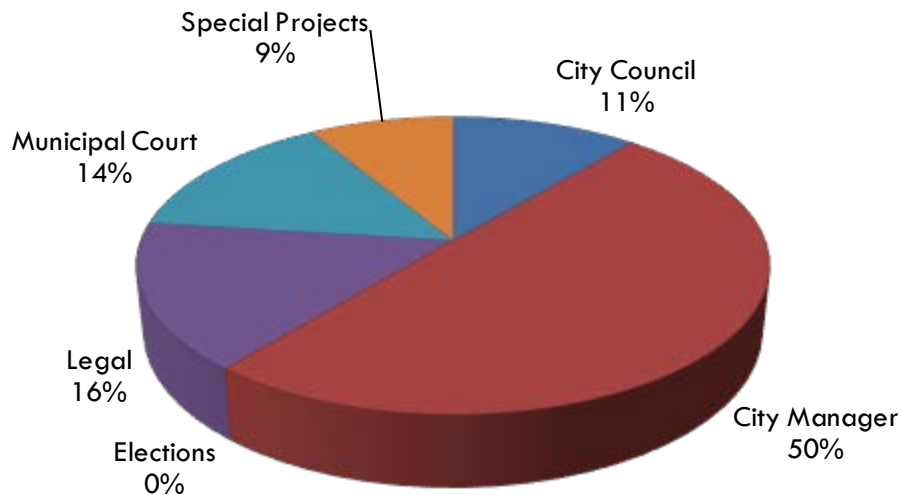
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General Government Department

Expenses by Program	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
City Council	\$ 48,432	\$ 60,658	\$ 48,350	\$ 51,850	\$ 51,100	6%
City Manager	149,053	156,069	167,350	167,350	227,850	36%
Elections	7,594	-	10,500	10,500	-	-100%
Legal	35,868	40,536	55,000	55,000	73,500	34%
Municipal Court	56,619	54,961	63,700	63,700	65,825	3%
Operating Expenses	\$ 297,566	\$ 312,224	\$ 344,900	\$ 348,400	\$ 418,275	21%
Capital	2,220	-	-	-	-	0%
Special Projects	47,584	41,615	36,200	36,200	39,600	9%
Total Expense	\$ 347,370	\$ 353,839	\$ 381,100	\$ 384,600	\$ 457,875	20%

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

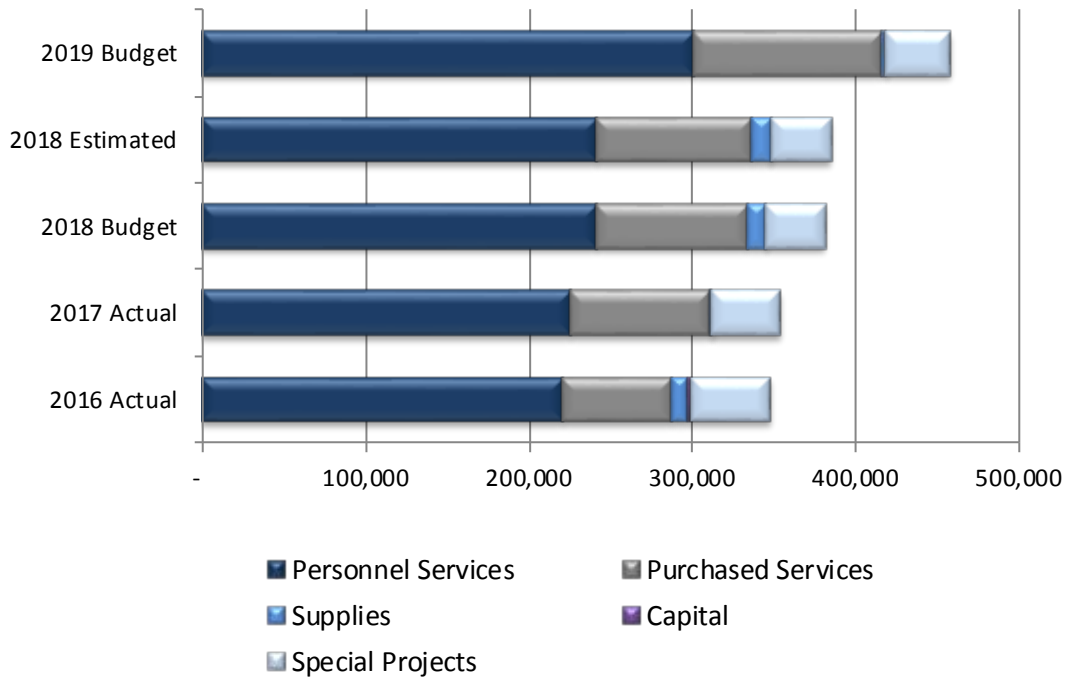
General Government Programs



General Government Department

Expenses by Category	2016	2017	2018	2018	2019	% Chg.
	Actual	Actual	Budget	Estimated	Budget	
Personnel Services, Salaries	\$ 178,685	\$ 183,618	\$ 197,150	\$ 197,150	\$ 240,800	22%
Personnel Services, Benefits	41,973	41,478	44,000	44,000	59,525	35%
Purchased Professional Services	54,655	73,829	78,950	82,200	102,250	30%
Purchased Property Services	6,318	7,035	7,300	7,300	7,300	0%
Other Purchased Services	6,182	4,837	5,950	5,775	5,500	-8%
Supplies	9,751	1,425	11,550	11,975	2,900	-75%
Operating Expenses	\$ 297,564	\$ 312,222	\$ 344,900	\$ 348,400	\$ 418,275	21%
Capital	2,220	-	-	-	-	0%
Special Projects	47,584	41,615	36,200	36,200	39,600	9%
Total Expense	\$ 347,368	\$ 353,837	\$ 381,100	\$ 384,600	\$ 457,875	20%

Budget History



General Government Department

Factors Affecting Expenses

Overall expenses of the General Government Department are budgeted to increase 20%. Significant changes in the 2019 Budget include the following:

- Increase in legal expenses of 34% to meeting existing needs.
- Addition of an intern from the Best and Brightest program to assist the City Manager and departments of the City. This position is funded in part with a grant from the Colorado Department of Local Affairs.
- Elimination of election expenses as no election is scheduled for 2019.
- Addition of \$3,000 in funds for miscellaneous board and commission expenses and recognition of their efforts and time in providing guidance to the city.

Personnel

Staffing in the General Government Department includes the full time position of City Manager, part time positions for the Court Clerk, Bailiff and Elected Officials, and contract service positions for the Municipal Judge, City Attorney, and Prosecuting Attorney. The following chart shows the man hours for full time and part time staff for each program.

General Government Staffing Chart				
<u>Hours Summary</u>	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<u>City Manager</u>				
Full time employees	2080	2244	2080	4160
<u>Municipal Court</u>				
Part time employees	1342	1276	1375	1375
Total Hours	3,422	3,520	3,455	5,535
Total FTE Equivalent	1.65	1.69	1.66	2.66

General Government Department

Expenses

Account Description	2016 Actual	2017 Actual	2018 Adopted	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>						
4111 Salaries, Administrative	104,441	109,102	118,350	118,350	159,950	35%
4120 Part Time	47,382	47,975	49,700	49,700	50,600	2%
4125 Contract Labor	26,632	26,541	29,100	29,100	30,250	4%
4130 Overtime	230	-	-	-	-	N/A
	178,685	183,618	197,150	197,150	240,800	22%
<u>PERSONNEL SERVICES, BENEFITS</u>						
4210 Health Insurance	18,440	17,649	17,750	17,750	26,600	50%
4220 FICA Payroll Expense	10,135	10,535	11,700	11,700	13,400	15%
4221 Medicare Payroll Expense	2,370	2,464	2,575	2,575	3,175	23%
4230 Retirement Contribution	9,290	9,274	10,100	10,100	14,250	41%
4250 Unemployment Insurance	388	402	600	600	775	29%
4260 Workers Compensation Insurance	1,350	1,154	1,275	1,275	1,325	4%
	41,973	41,478	44,000	44,000	59,525	35%
<u>PURCHASED PROFESSIONAL SERVICES</u>						
4310 Professional Development	17,464	18,899	20,200	23,700	26,000	29%
4321 Court Interpreter Services	-	-	250	250	250	0%
4330 Legal Fees	36,598	40,536	57,500	57,500	76,000	32%
4337 Community survey	-	14,394	-	-	-	N/A
4340 Election Assistance	593	-	1,000	750	-	-100%
	54,655	73,829	78,950	82,200	102,250	30%
<u>PURCHASED PROPERTY SERVICES</u>						
4430 Service Contracts	2,150	2,235	2,500	2,500	2,500	0%
4437 Moving and Vehicle Allowance	4,168	4,800	4,800	4,800	4,800	0%
	6,318	7,035	7,300	7,300	7,300	0%
<u>OTHER PURCHASED SERVICES</u>						
4525 Volunteer Accident Medical Pla	435	367	700	700	700	0%
4530 Telephone	4,216	2,925	3,150	3,150	3,200	2%
4545 Jury Duty Fees	-	-	100	100	100	0%
4551 Publishing	1,531	1,545	2,000	1,825	1,500	-25%
	6,182	4,837	5,950	5,775	5,500	-8%
<u>SUPPLIES</u>						
4610 Office Supplies	2,835	1,425	2,550	2,550	2,900	14%
4612 Supplies and Equipment	6,916	-	9,000	9,425	-	-100%
	9,751	1,425	11,550	11,975	2,900	-75%
<u>CAPITAL</u>						
4743 Furniture and Equipment	2,220	-	-	-	-	N/A
	2,220	-	-	-	-	N/A
<u>SPECIAL PROJECTS</u>						
4810 Boards and Commissions	-	-	-	-	3,000	N/A
4820 Economic Development	14,808	12,462	7,000	7,000	7,000	0%
4842 Miscellaneous Contributions	32,776	29,153	29,200	29,200	29,600	1%
	47,584	41,615	36,200	36,200	39,600	9%
TOTAL EXPENDITURES	347,368	353,837	381,100	384,600	457,875	20%

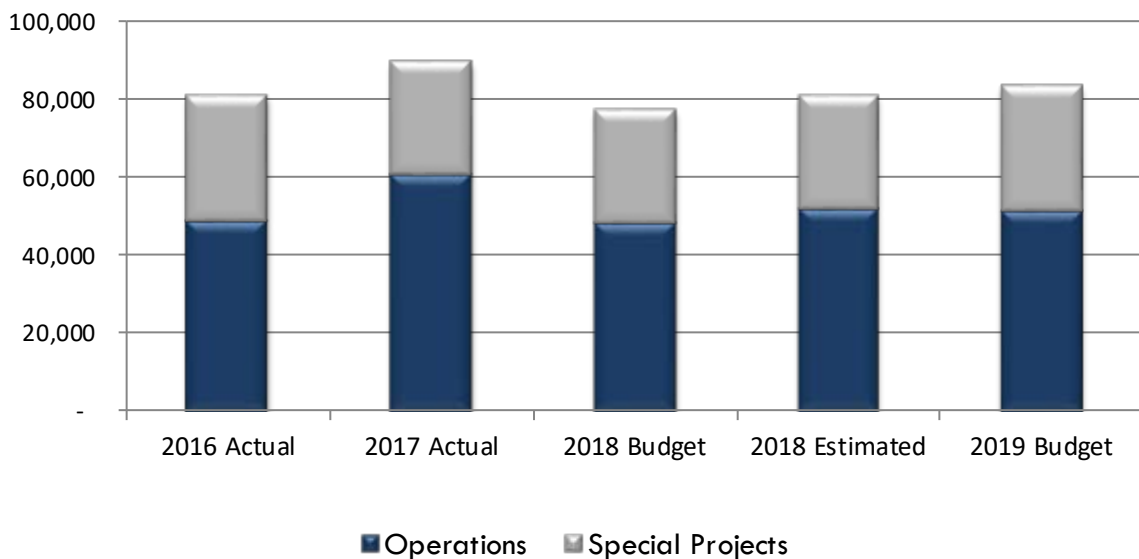
General Government Department

City Council

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 27,000	\$ 27,900	\$ 27,900	\$ 27,900	\$ 27,900	0%
Personnel Services, Benefits	2,739	2,667	2,800	2,800	2,800	0%
Purchased Professional Services	12,861	26,187	13,000	16,500	15,500	19%
Other Purchased Services	4,909	3,657	3,900	3,900	3,900	0%
Supplies	923	247	750	750	1,000	33%
Operating Expenses	\$ 48,432	\$ 60,658	\$ 48,350	\$ 51,850	\$ 51,100	6%
Capital Equipment	-	-	-	-	-	N/A
Special Projects	32,775	29,153	29,200	29,200	32,600	12%
Total Expense	\$ 81,207	\$ 89,811	\$ 77,550	\$ 81,050	\$ 83,700	8%

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

Budget History



General Government Department

City Council

2018 Accomplishments

- Conducted a City election that included a ballot measure that residents overwhelmingly approved enabling the City to use any excess TABOR revenues toward capital and maintenance expenses for the next 6 years.
- Worked with City Staff and clearly identified the continuation of the City’s strategic priority areas, budgeting to meet priorities and define specific action items for 2018-2020 to accomplish City goals.
- Conducted a legal services assessment which led to a pending request for proposals for additional City Attorney Services.
- The Mayor and members of City Council provided Council liaison roles and leadership to the City’s Boards and Commissions.
- Transitioned the Senior Task Force into the new Livability Commission in preparation for the Livability Assessment and Comprehensive Plan update slated for 2019.
- Completed the much anticipated Kokopelli section of the Riverfront Trail and celebrated with partner agencies and the community October 11.
- Supported the continued efforts of the Fruita Youth Initiative to combat youth substance abuse and encourage a healthy community physically and emotionally.
- Continued to foster key community partnerships with District 51, Family Health West, Public Lands Agencies, local businesses, local non-profits, neighboring jurisdictions, Museum of the West, Fruita Chamber of Commerce, Economic Development partners, etc.
- Updated the Density Bonus Chapter of the Land Use Code to better achieve the goals of the comprehensive plan.
- The Mayor and City Council represented the City at numerous regional and state-wide functions, including speaking in Washington DC to legislators and Bureau of Reclamation administrators, The Governor’s Conference on Tourism, CRAFT in Moffat County, and attending Outdoor Retailer Summer and Winter shows.

2019 Budget Highlights

Professional development includes the following items;

- Council member professional development at \$1,000 per elected official.....\$7,000
 - Citizen and other entity participation events..... 1,175
 - Annual membership due for AGNC..... 3,700
 - Annual membership dues for CML 3,625
- \$15,500

General Government Department

City Council

The City Council will continue to sponsor the annual ice cream social to obtain input and feedback from the community. The Council also hosts a Boards and Commissions Appreciation event, other community appreciation events, and local official meetings.

The 2019 Budget includes the addition of \$3,000 for Boards and Commissions for recognition and appreciation of their efforts and miscellaneous expenses in support of their efforts on behalf of the City.

Included in the 2019 Budget are contributions of \$29,600 to the following outside agencies:

- Fruita Chamber of Commerce \$20,400
- Riverfront Commission 4,200
- Grand Junction Economic Partnership (GJEP) 5,000

Goals



Quality of Place (QP)

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

Economic Health (EH)

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

Lifestyle (L)

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

City Staff will continuously work on and report on throughout the year specific action items approved by Council to achieve the above.

General Government Department

City Council

Objectives

- Represent the interest of the residents of Fruita in establishing local policies.
- Protect Fruita's interests regionally and statewide. Continue involvement in county-wide organizations and issues, participate in meetings and periodic workshops with the County Commissioners and other governmental entities.
- Provide leadership in setting policies related to growth and increased demand for City services.
- Develop strategies to increase community involvement in the local government process.
- Evaluate performance of the Municipal Judge, City Attorney and City Manager.
- Maintain positive community and employee relations. Continue with hosting ice cream socials and other events with the purpose of obtaining public input.
- Work to maintain and finance basic infrastructure, including capital projects and personnel needs.
- Work to increase and improve the economic development activity within the City.
- Continue to promote and require responsible growth
- Make efforts to cooperate with other local governments and work toward common goals.
- Take steps to improve citizen participation and communication with the community.

General Government Department

City Council

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Adopted	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-410-40-4120	City Council and Mayor Wages	27,000	27,900	27,900	27,900	27,900	0%
		27,000	27,900	27,900	27,900	27,900	0%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-410-40-4220	FICA Payroll Expense	1,713	1,793	1,750	1,750	1,750	0%
110-410-40-4221	Medicare Payroll Expense	401	420	425	425	425	0%
110-410-40-4260	Workers Compensation Insurance	625	454	625	625	625	0%
		2,739	2,667	2,800	2,800	2,800	0%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-410-40-4310	Professional Development	12,861	11,793	13,000	16,500	15,500	19%
110-410-40-4337	Community survey	-	14,394	-	-	-	N/A
		12,861	26,187	13,000	16,500	15,500	19%
<u>OTHER PURCHASED SERVICES</u>							
110-410-40-4530	Telephone	3,464	2,112	2,400	2,400	2,400	0%
110-410-40-4551	Publishing	1,445	1,545	1,500	1,500	1,500	0%
		4,909	3,657	3,900	3,900	3,900	0%
<u>SUPPLIES</u>							
110-410-40-4610	Office Supplies	923	247	750	750	1,000	33%
		923	247	750	750	1,000	33%
<u>CAPITAL EQUIPMENT</u>							
110-410-40-4743	Furniture and Equipment	-	-	-	-	-	N/A
110-410-40-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>SPECIAL PROJECTS</u>							
110-410-40-4810	Boards and Commissions	-	-	-	-	3,000	N/A
110-410-40-4842	Miscellaneous Contributions	32,775	29,153	29,200	29,200	29,600	1%
		32,775	29,153	29,200	29,200	32,600	12%
TOTAL EXPENSES		81,207	89,811	77,550	81,050	83,700	8%

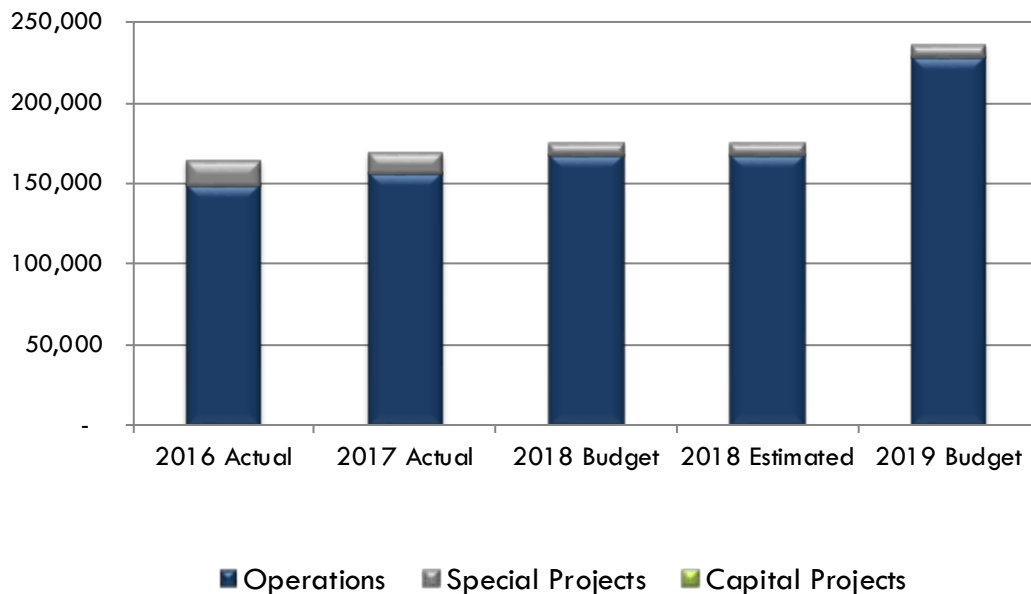
General Government Department

City Manager's Office

EXPENDITURES	2016	2017	2018	2018	2019	% Chg.
	Actual	Actual	Budget	Estimated	Budget	
Personnel Services, Salaries	\$ 104,442	\$ 109,102	\$ 118,350	\$ 118,350	\$ 159,950	35%
Personnel Services, Benefits	36,459	36,716	38,950	38,950	54,400	40%
Purchased Professional Services	2,910	4,284	4,200	4,200	7,500	79%
Purchased Property Services	4,168	4,800	4,800	4,800	4,800	0%
Other Purchased Services	753	813	750	750	800	7%
Supplies	321	354	300	300	400	33%
Operating Expenses	\$ 149,053	\$ 156,069	\$ 167,350	\$ 167,350	\$ 227,850	36%
Capital Projects	-	-	-	-	-	0%
Special Projects	14,808	12,462	7,000	7,000	7,000	0%
Total Expense	\$ 163,861	\$ 168,531	\$ 174,350	\$ 174,350	\$ 234,850	35%

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

Budget History



General Government Department

City Manager's Office

2018 Accomplishments

- Working with the City Leadership Team and City Council, developed specific action items, assigned departments and deadlines for 2018 -2020 to accomplish the city goals.
- Reorganized the City Planning & Development Department.
- Attended to recruit, promote and speak at Outdoor Retailer Summer and Winter shows, Interbike, regional trails conference, T.H.E Trial Summit, Saving Places State Conference, Grand Valley Leadership Academy, Fruita Economic Summit, among many other community groups and boards and commissions.
- Conducted and hosted numerous prospective business visits and tours of Fruita.
- Continued cultivating and building partnerships with the Business Incubator Center, Grand Junction Economic Partnership, Fruita Chamber of Commerce, Colorado Tourism Office, Colorado Office of Outdoor Recreation, Colorado Office of Economic Development and International Trade, Bureau of Land Management, Parks and Wildlife, Colorado Plateau Mountain Bike Association, Great Outdoors Colorado, Department of Local Affairs, neighboring jurisdictions, local businesses, School District 51, to name some.
- Provided leadership and direction to the City departments and staff to maintain positive momentum and accomplishments of the City goals, policies and objectives, while keeping the public and City Council informed and updated.
- Selected as a host community and mentor with the Department of Local Affairs to receive a Best & Brightest Master of Public Administration student to work full-time for two years beginning in 2019.
- FWorks Coworking space was opened in the Fruita Civic Center in partnership with the Business Incubator Center.
- Selected by the International City/County Management Association to mentor an emerging leader in the profession and appointed to the ICMA Welcoming Committee.
- Led team of department directors and City staff to accomplish critical services, maintenance and capital projects.

2019 Budget Highlights

- A two-year fulltime position is budgeted at \$20,000 with \$26,500 in grant revenue from DOLA is budgeted to provide for a Master of Public Administration student to work on special projects, City action items, marketing efforts across all departments, reporting to the City Manager.
- An economic development line item of \$7,000 is in place to continue economic development efforts to diversify and strengthen the local economy in proactive recruitment of complementary business growth.

General Government Department

City Manager's Office

Goals and Objectives

- Work closely with the City Council and City Staff to implement specific action items to achieve the desired community goals and policies.
- Work to maintain and continually improve upon lines of communications with the City Council, City Staff, and the entire Fruita community.
- Set clear goals and expectations for the City Staff and delineate specific lines of responsibility for accomplishing goals and objectives.
- Ensure that City services are provided in the most efficient and effective manner possible.
- Work with the Chamber of Commerce, Economic Development partners, and other community-based organizations to take advantage of existing economic development opportunities and to embrace and discover new opportunities.
- Work closely with existing and future business prospects to facilitate their relocation and/or expansion to Fruita.
- To attend and speak at strategically selected events to market Fruita as a place for business relocation, product launches, and press camps.
- Continue to align tourism and economic development marketing efforts to focus on the same value proposition highlighting the lifestyle and quality of place Fruita has to offer in order to attract quality, complementary growth.
- To be accessible and receptive to residents and businesses – begin rides and walks with the Manager and Guest series

General Government Department

City Manager's Office

Expenses

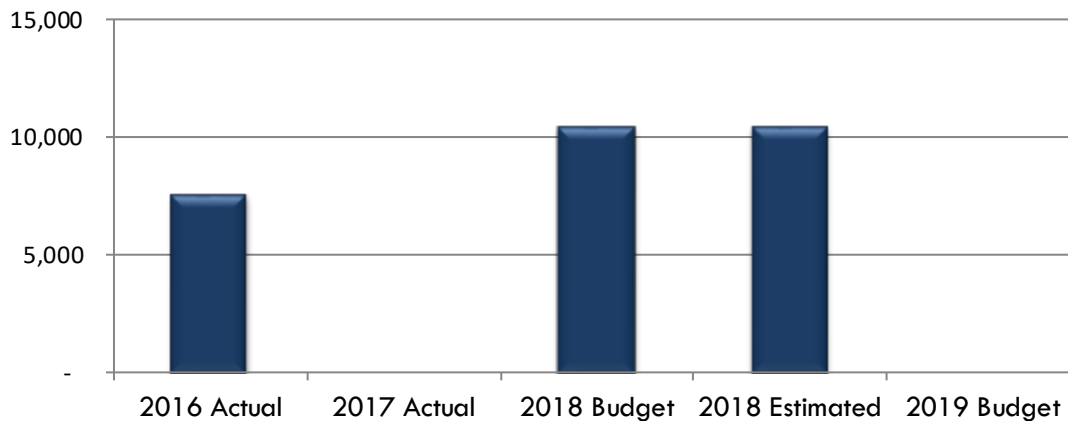
Account	Description	2016 Actual	2017 Actual	2018 Adopted	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-410-41-4111	Salaries, Administrative	104,442	109,102	118,350	118,350	159,950	35%
		104,442	109,102	118,350	118,350	159,950	35%
PERSONNEL SERVICES, BENEFITS							
110-410-41-4210	Health Insurance	18,215	17,649	17,750	17,750	26,600	50%
110-410-41-4220	FICA Payroll Expense	7,144	7,498	8,600	8,600	10,225	19%
110-410-41-4221	Medicare Payroll Expense	1,671	1,753	1,800	1,800	2,400	33%
110-410-41-4230	Retirement Contribution	8,878	9,274	10,100	10,100	14,250	41%
110-410-41-4250	Unemployment Insurance	326	342	500	500	675	35%
110-410-41-4260	Workers Compensation Ins	225	200	200	200	250	25%
		36,459	36,716	38,950	38,950	54,400	40%
PURCHASED PROFESSIONAL SERVICES							
110-410-41-4310	Professional Development	2,910	4,284	4,200	4,200	7,500	79%
		2,910	4,284	4,200	4,200	7,500	79%
PURCHASED PROPERTY SERVICES							
110-410-41-4430	Service Contracts	-	-	-	-	-	N/A
110-410-41-4437	Vehicle and Moving Allowance	4,168	4,800	4,800	4,800	4,800	0%
		4,168	4,800	4,800	4,800	4,800	0%
OTHER PURCHASED SERVICES							
110-410-41-4530	Telephone	753	813	750	750	800	7%
		753	813	750	750	800	7%
SUPPLIES							
110-410-41-4610	Office Supplies	321	354	300	300	400	33%
		321	354	300	300	400	33%
CAPITAL PROJECTS							
110-410-41-4741	Land Acquisition	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
SPECIAL PROJECTS							
110-410-41-4820	Economic Development	14,808	12,462	7,000	7,000	7,000	0%
		14,808	12,462	7,000	7,000	7,000	0%
TOTAL EXPENDITURES		163,861	168,531	174,350	174,350	234,850	35%

General Government Department Elections

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Personnel Services, Benefits	-	-	-	-	-	0%
Purchased Professional Services	593	-	750	750	-	-100%
Other Purchased Services	85	-	325	325	-	-100%
Supplies	6,916	-	9,425	9,425	-	-100%
Operating Expenses	\$ 7,594	\$ -	\$ 10,500	\$ 10,500	\$ -	-100%
Special Projects	-	-	-	-	-	0%
Total Expense	\$ 7,594	\$ -	\$ 10,500	\$ 10,500	\$ -	-100%

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

Budget History

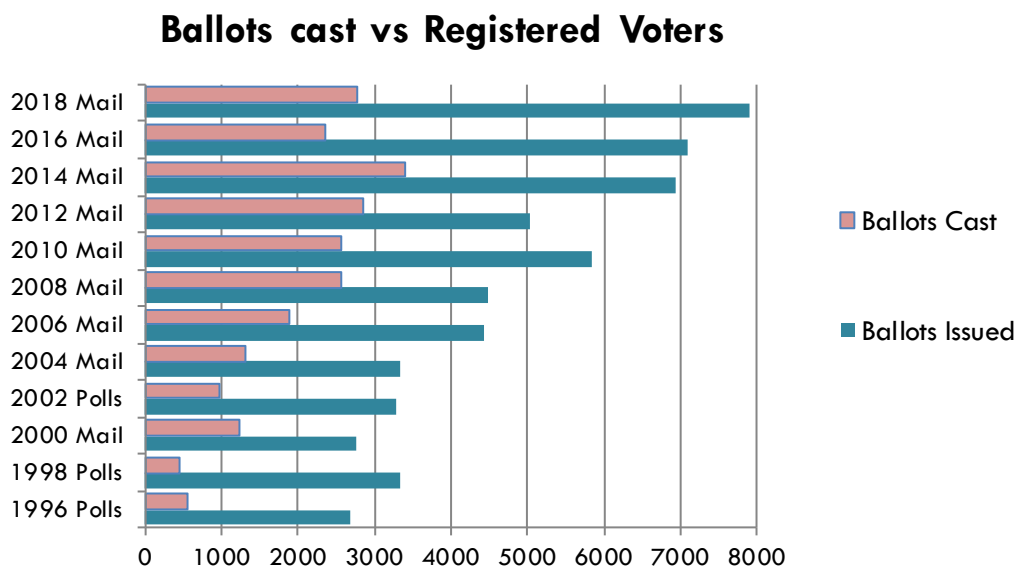


General Government Department Elections

2018 Accomplishments

The regular municipal election was held in April 2018. The citizens of Fruita elected a new Mayor and three council members. In addition, voters overwhelmingly approved the TABOR ballot question to allow the City to keep and spend revenues in excess of the revenue and spending limitations for the purpose of implementing the City's capital improvement plan, including maintenance of capital improvements for another 6 year period with 82% voting in favor of the question.

The following is a history of voter participation in the municipal election process. Due to legislative changes, the number of ballots issued beginning in 2014 is higher than in previous years as ballots were mailed to both active and inactive voters. Voter participation in the 2018 election was 35% of the ballots mailed, up from 33% in the 2016 election.



2019 Highlights

There are no elections scheduled for 2019.

Goals and Objectives

Conduct all elections in a fair and impartial manner..

Encourage voter participation in all municipal elections.

Ensure that the public is adequately informed on municipal election issues.

General Government Department

Elections

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Adopted	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-410-42-4120	Part Time	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-410-42-4220	FICA Payroll Expense	-	-	-	-	-	N/A
110-410-42-4221	Medicare Payroll Expense	-	-	-	-	-	N/A
110-410-42-4230	Retirement Contribution	-	-	-	-	-	N/A
110-410-42-4250	Unemployment Insurance	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-410-42-4330	Legal Fees	-	-	-	-	-	N/A
110-410-42-4340	Election Assistance	593	-	750	750	-	-100%
		593	-	750	750	-	-100%
<u>OTHER PURCHASED SERVICES</u>							
110-410-42-4551	Publishing	85	-	325	325	-	-100%
		85	-	325	325	-	-100%
<u>SUPPLIES</u>							
110-410-42-4612	Supplies and Equipment	6,916	-	9,425	9,425	-	-100%
		6,916	-	9,425	9,425	-	-100%
TOTAL EXPENDITURES		7,594	-	10,500	10,500	-	-100%

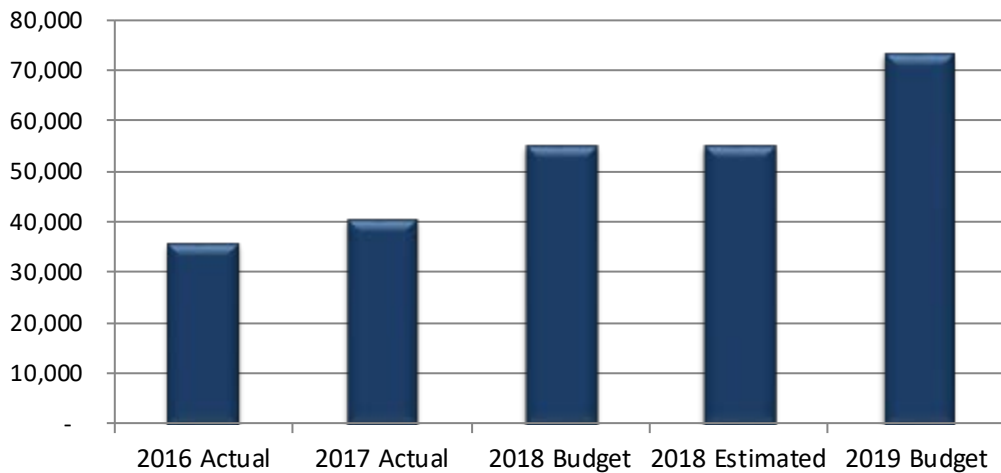
General Government Department

Legal

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Personnel Services, Benefits	-	-	-	-	-	0%
Purchased Professional Services	35,868	40,536	55,000	55,000	73,500	34%
Operating Expenses	\$ 35,868	\$ 40,536	\$ 55,000	\$ 55,000	\$ 73,500	34%
Special Projects	-	-	-	-	-	0%
Total Expense	\$ 35,868	\$ 40,536	\$ 55,000	\$ 55,000	\$ 73,500	34%

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

Budget History



General Government Department

Legal

2019 Budget Highlights

A 34% increase in city attorney fees is included in the 2019 Budget. This increase reflects an increase in the use of legal services and includes general legal services, planning and development issues, employment matters, water rights, and municipal court prosecution.

Goals and Objectives

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

General Government Department

Legal

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Adopted	2018 Estimated	2019 Budget	% Change
PERSONNEL SERVICES, SALARIES							
110-410-43-4111	Salaries, Administrative	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
PERSONNEL SERVICES, BENEFITS							
110-410-43-4210	Health Insurance	-	-	-	-	-	N/A
110-410-43-4220	FICA Payroll Expense	-	-	-	-	-	N/A
110-410-43-4221	Medicare Payroll Expense	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
PURCHASED PROFESSIONAL SERVICES							
110-410-43-4330	Legal Fees	35,868	40,536	55,000	55,000	73,500	34%
		35,868	40,536	55,000	55,000	73,500	34%
TOTAL EXPENDITURES		35,868	40,536	55,000	55,000	73,500	34%

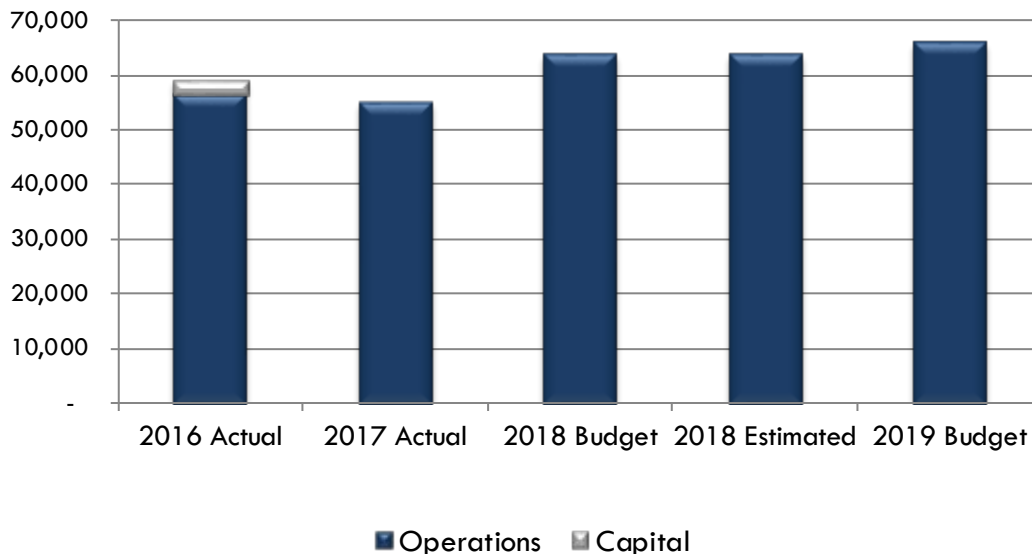
General Government Department

Municipal Court

EXPENSES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 47,243	\$ 46,616	\$ 50,900	\$ 50,900	\$ 52,950	4%
Personnel Services, Benefits	2,776	2,096	2,250	2,250	2,325	3%
Purchased Professional Services	2,423	2,823	5,750	5,750	5,750	0%
Purchased Property Services	2,151	2,235	2,500	2,500	2,500	0%
Other Purchased "Services	435	367	800	800	800	0%
Supplies	1,591	824	1,500	1,500	1,500	0%
Operating Expenses	\$ 56,619	\$ 54,961	\$ 63,700	\$ 63,700	\$ 65,825	3%
Capital	2,220	-	-	-	-	0%
Total Expense	\$ 58,839	\$ 54,961	\$ 63,700	\$ 63,700	\$ 65,825	3%

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

Budget History



General Government Department

Municipal Court

2018 Accomplishments

The Court revised its procedures to comply with legislation that took effect in 2018:

- The Court is now required to appoint counsel for a defendant who is making a first appearance, while in custody, on a charge with a possible jail sentence. It is extremely rare in Fruita Municipal Court that a defendant would be in custody when making a first appearance. The Court IS prepared, however, to appoint counsel in such situations, when there is a charge with a possible jail sentence.
- The Court now advises each defendant that if he or she is a veteran or active duty member of the military, he or she may be entitled to receive mental health treatment, substance use treatment, or other veteran services. The Court now also considers favorably the completion of a veteran treatment program when determining whether to seal a criminal record.

2019 Budget Highlights

The Court's primary area of focus in 2019 is increased efficiency in Court operations.

Goals and Objectives

- The Municipal Court Judge and the Court Clerk will continue to participate actively in City, State and National organizations to increase court knowledge, excellence, and efficiency.
- The Municipal Court Judge and the Court Clerk will become more proficient in using court software to improve the efficiency of Court operations.
- The Municipal Court Judge and the Court Clerk will revise the Court's Operations Manual.
- The Court will recommend modifications to the Municipal Code as deemed necessary.
- The Municipal Court Judge and the Court Clerk will maintain high standards of customer service, ensuring timely, courteous effective and consistent assistance to all who are served by the Court.
- The Municipal Court Judge will continue to interact with other courts, judges, law enforcement, and relevant social service and community agencies.

General Government Department

Municipal Court

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Adopted	2018 Estimated	2019 Budget	% Change
PERSONNEL SERVICES, SALARIES							
110-410-44-4120	Part Time	20,382	20,075	21,800	21,800	22,700	4%
110-410-44-4125	Contract Labor	26,632	26,541	29,100	29,100	30,250	4%
110-410-44-4130	Overtime	229	-	-	-	-	N/A
		47,243	46,616	50,900	50,900	52,950	4%
PERSONNEL SERVICES, BENEFITS							
110-410-44-4210	Health Insurance	224	-	-	-	-	N/A
110-410-44-4220	FICA Payroll Expense	1,278	1,245	1,350	1,350	1,425	6%
110-410-44-4221	Medicare Payroll Expense	299	291	350	350	350	0%
110-410-44-4230	Retirement Contribution	413	-	-	-	-	N/A
110-410-44-4250	Unemployment Insurance	62	60	100	100	100	0%
110-410-44-4260	Workers Compensation Insurance	500	500	450	450	450	0%
		2,776	2,096	2,250	2,250	2,325	3%
PURCHASED PROFESSIONAL SERVICES							
110-410-44-4310	Professional Development	1,693	2,823	3,000	3,000	3,000	0%
110-410-44-4321	Court Interpreter Services	-	-	250	250	250	0%
110-410-44-4330	Legal Fees	730	-	2,500	2,500	2,500	0%
		2,423	2,823	5,750	5,750	5,750	0%
PURCHASED PROPERTY SERVICES							
110-410-44-4430	Service Contracts	2,151	2,235	2,500	2,500	2,500	0%
		2,151	2,235	2,500	2,500	2,500	0%
OTHER PURCHASED SERVICES							
110-410-44-4525	Volunteer Accident Medical Pla	435	367	700	700	700	0%
110-410-44-4530	Telephone	-	-	-	-	-	N/A
110-410-44-4545	Jury Duty Fees	-	-	100	100	100	0%
		435	367	800	800	800	0%
SUPPLIES							
110-410-44-4610	Office Supplies	1,591	824	1,500	1,500	1,500	0%
		1,591	824	1,500	1,500	1,500	0%
CAPITAL							
110-410-44-4743	Furniture and Equipment	2,220	-	-	-	-	N/A
110-410-44-4744	Computer Equipment	-	-	-	-	-	N/A
		2,220	-	-	-	-	N/A
TOTAL EXPENDITURES		58,839	54,961	63,700	63,700	65,825	3%

Administration Department

Administration Department

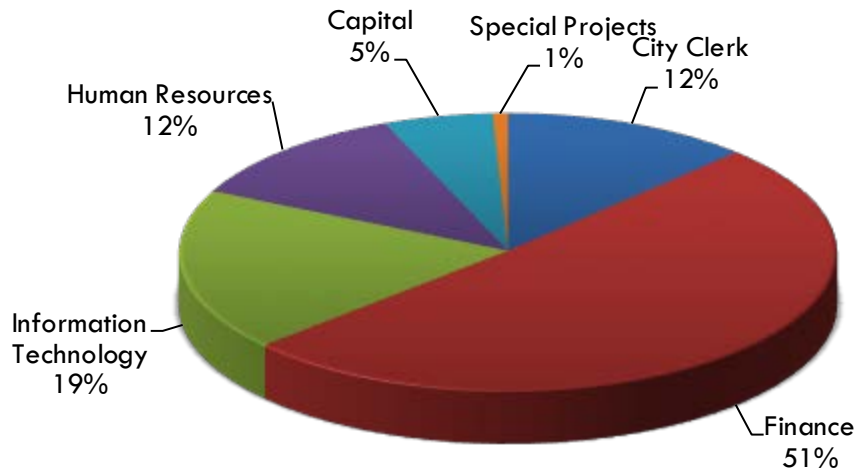
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Administration Department

Expenses by Program	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
City Clerk	\$ 85,724	\$ 78,007	\$ 97,600	\$ 97,600	\$ 103,100	6%
Finance	324,089	322,996	402,550	402,550	424,655	5%
Information Technology	112,855	116,850	150,700	153,200	158,000	5%
Human Resources	95,454	104,141	100,050	102,250	98,050	-2%
Operating Expenses	\$ 618,122	\$ 621,994	\$ 750,900	\$ 755,600	\$ 783,805	4%
Capital	20,967	30,196	52,850	52,850	45,300	-14%
Special Projects	6,250	8,750	10,000	10,000	6,250	-38%
Total Expense	\$ 645,339	\$ 660,940	\$ 813,750	\$ 818,450	\$ 835,355	3%

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

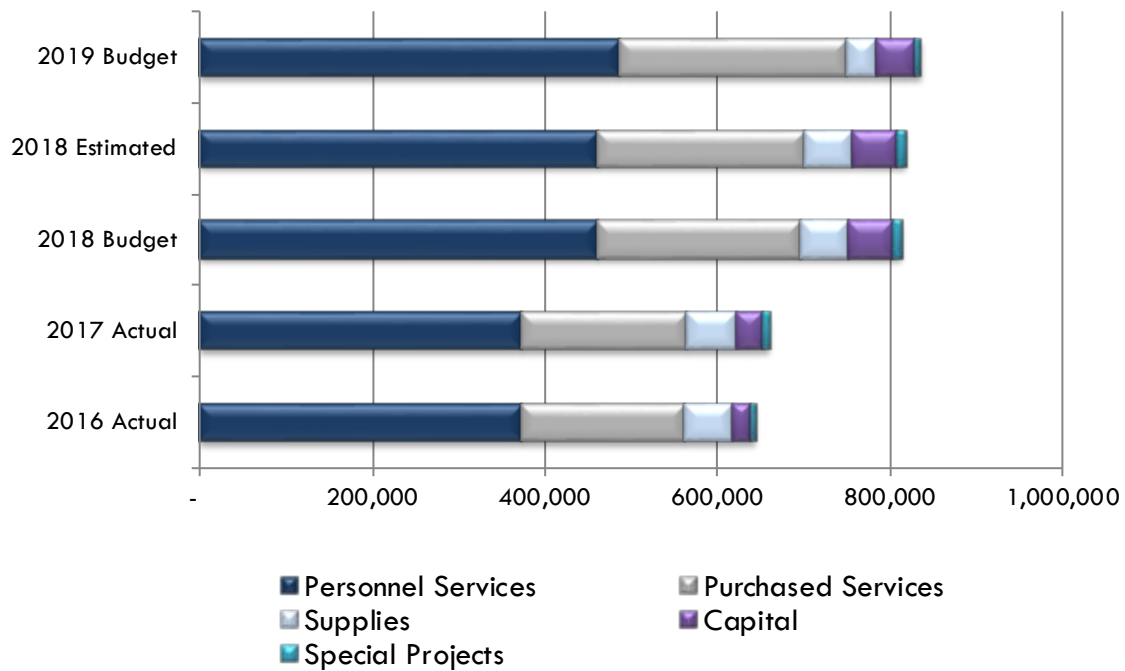
Administration Department



Administration Department

<u>Expenses by Category</u>	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 283,144	\$ 284,959	\$ 345,900	\$ 345,900	\$ 359,300	4%
Personnel Services, Benefits	89,344	87,877	115,500	115,500	126,405	9%
Purchased Professional Services	77,355	77,339	76,600	81,300	79,100	3%
Purchased Property Services	82,964	88,215	122,050	122,050	150,250	23%
Other Purchased Services	29,535	27,277	35,350	35,350	35,350	0%
Supplies	55,780	56,328	55,500	55,500	33,400	-40%
Operating Expenses	\$ 618,122	\$ 621,995	\$ 750,900	\$ 755,600	\$ 783,805	4%
Capital	20,967	30,196	52,850	52,850	45,300	-14%
Special Projects	6,250	8,750	10,000	10,000	6,250	-38%
Total Expense	\$ 645,339	\$ 660,941	\$ 813,750	\$ 818,450	\$ 835,355	3%

Budget History



Administration Department

Factors Affecting Expenses

- Overall expenses of the Administration Department of \$835,355 are budgeted to increase 3% from the prior year budget.
- Personnel costs including salaries, taxes and benefits are budgeted to increase 5% in 2019.
- Information Technology costs are budgeted to increase 26% in 2019.
- Special projects include \$6,250 for Priority Based Budgeting (PBB) program close out.

Personnel

Administration Staffing Chart				
	2016	2017	2018	2019
Hours Summary	Actual	Actual	Actual	Budget
<u>City Clerk</u>				
Full time employees	2,340	2,295	2,417	2,392
Part time employees	591	438	600	600
Overtime	-	4	-	25
<i>Total City Clerk Hours</i>	<u>2,931</u>	<u>2,737</u>	<u>3,017</u>	<u>3,017</u>
<u>Finance</u>				
Full time employees	6,207	6,237	8,093	8,048
Part time employees	737	821	730	730
Overtime	-	16	-	50
<i>Total Finance Hours</i>	<u>6,944</u>	<u>7,074</u>	<u>8,823</u>	<u>8,828</u>
<u>Human Resources</u>				
Full time employees	1,730	1,748	1,664	1,664
<i>Total Human Resource Hours</i>	<u>1,730</u>	<u>1,748</u>	<u>1,664</u>	<u>1,664</u>
Total Hours	<u>11,605</u>	<u>11,559</u>	<u>13,504</u>	<u>13,509</u>
Total FTE Equivalents	<u>5.58</u>	<u>5.56</u>	<u>6.49</u>	<u>6.49</u>

Administration Department

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
4111	Salaries, Administrative	264,479	267,321	325,500	325,500	337,650	4%
4120	Salaries, Part time	18,351	17,094	18,600	18,600	19,350	4%
4130	Overtime	314	544	1,800	1,800	2,300	28%
		283,144	284,959	345,900	345,900	359,300	4%
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210	Health Insurance	53,286	51,617	69,650	69,650	78,905	13%
4220	FICA Payroll Expense	16,980	17,041	21,500	21,500	22,350	4%
4221	Medicare Payroll Expense	3,971	3,985	5,050	5,050	5,250	4%
4230	Retirement Contribution	11,834	12,030	14,800	14,800	15,350	4%
4250	Unemployment Insurance	850	855	1,450	1,450	1,500	3%
4260	Workers Compensation Insurance	600	450	550	550	550	0%
4290	Employee Assistance Programs	1,823	1,899	2,500	2,500	2,500	0%
		89,344	87,877	115,500	115,500	126,405	9%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
4310	Professional Development	1,738	1,156	2,500	2,500	3,500	40%
4311	Appreciation Programs	8,767	8,497	8,500	8,500	8,500	0%
4312	Flex Benefit Administration Fe	2,910	2,335	3,100	3,100	3,100	0%
4315	Audit Fees	34,170	26,000	28,000	28,000	28,000	0%
4316	Bank Charges	17,296	18,114	19,000	19,000	19,500	3%
4317	Lock Off Fees	6,506	6,709	7,500	7,500	6,000	-20%
4338	Website Development	-	-	-	2,500	2,500	N/A
4345	Recruitment	5,968	14,528	8,000	10,200	8,000	0%
		77,355	77,339	76,600	81,300	79,100	3%
<u>PURCHASED PROPERTY SERVICES</u>							
4430	Service Contracts	82,964	88,215	122,050	122,050	150,250	23%
		82,964	88,215	122,050	122,050	150,250	23%
<u>OTHER PURCHASED SERVICES</u>							
4530	Telephone and Internet	12,293	12,107	16,500	16,500	16,500	0%
4550	Printing	3,460	2,315	4,250	4,250	4,250	0%
4552	City Link Newsletter	13,766	12,719	14,500	14,500	14,500	0%
4592	Recording Fees	16	136	100	100	100	0%
		29,535	27,277	35,350	35,350	35,350	0%
<u>SUPPLIES</u>							
4610	Office Supplies	6,214	6,384	6,750	6,750	7,550	12%
4611	Postage	17,257	18,097	19,750	19,750	19,750	0%
4612	Supplies and Equipment	32,309	31,813	28,900	28,900	6,000	-79%
4626	Fuel	-	34	100	100	100	0%
		55,780	56,328	55,500	55,500	33,400	-40%
<u>CAPITAL</u>							
4743	Furniture and Equipment	-	-	5,000	5,000	-	-100%
4744	Computer Equipment	20,967	30,196	47,850	47,850	45,300	-5%
		20,967	30,196	52,850	52,850	45,300	-14%
<u>SPECIAL PROJECTS</u>							
4824	Priority Based Budgeting	6,250	8,750	10,000	10,000	6,250	-38%
		6,250	8,750	10,000	10,000	6,250	-38%
TOTAL EXPENDITURES		645,339	660,941	813,750	818,450	835,355	3%

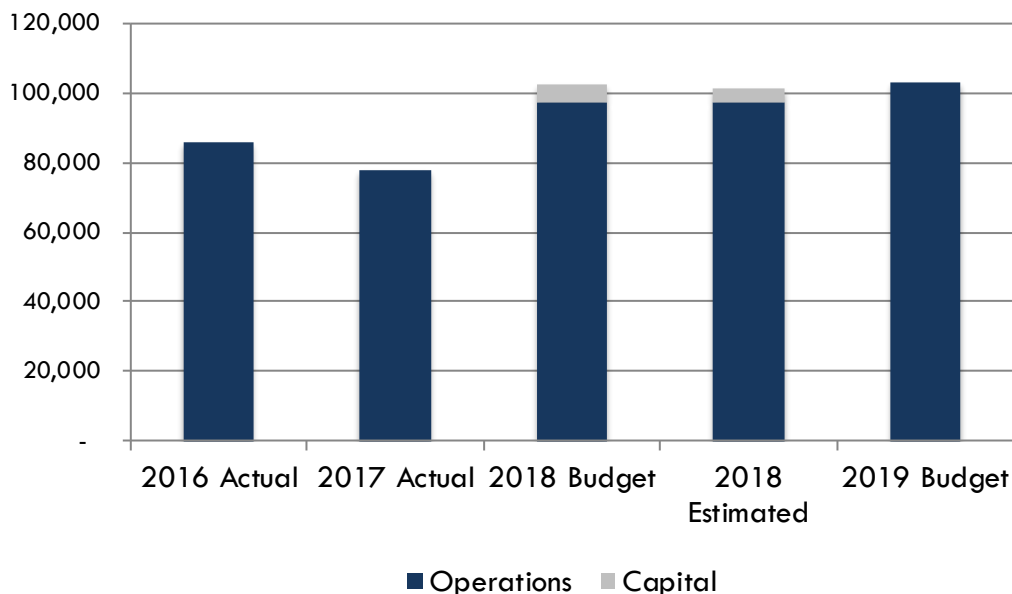
Administration Department

City Clerk

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 54,502	\$ 48,518	\$ 61,700	\$ 61,700	\$ 64,150	4%
Personnel Services, Benefits	14,142	13,304	15,700	15,700	18,150	16%
Purchased Professional Services	198	-	750	750	750	0%
Purchased Property Services	55	27	250	250	250	0%
Other Purchased Services	13,895	12,855	15,350	15,350	15,350	0%
Supplies	2,932	3,303	3,850	3,850	4,450	16%
Operating Expenses	\$ 85,724	\$ 78,007	\$ 97,600	\$ 97,600	\$ 103,100	6%
Capital	-	-	5,000	3,800	-	-100%
Total Expense	\$ 85,724	\$ 78,007	\$ 102,600	\$ 101,400	\$ 103,100	0%

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

Budget History



Administration Department

City Clerk

2018 Accomplishments

- Prepared draft agendas, minutes and packets for City Council meetings and workshops and ensured that City Council meeting agendas and minutes were updated on the website on a regular basis
- Recorded, filed, circulated and processed official documents including ordinances, resolutions, agreements and contracts
- Prepared and submitted legal notices for publication of public hearings for ordinances being considered for adoption, adopted ordinances, supplemental budget appropriations, and vested rights notices on approved subdivisions
- Maintained current listing of Board and Commission members and advertised and scheduled interviews for vacancies
- Published the City Link newsletter on a quarterly basis
- Processed liquor and business license applications
- Maintained and updated the public record retention schedules
- Updated the City's new website with official documents, agenda, packets, and other information on a timely basis
- Codified ordinances for Municipal Code
- Organization of permanent archived records
- Conducted regular municipal election in April of 2018

2019 Budget Highlights

- Increase in office supplies of 30% to continue work with organization of archives

Goals and Objectives

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

Administration Department

City Clerk

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-415-11-4111	Salaries, Administrative	46,364	42,524	52,600	52,600	54,650	4%
110-415-11-4120	Salaries, Part time	8,125	5,879	8,400	8,400	8,750	4%
110-415-11-4130	Overtime	13	115	700	700	750	7%
		54,502	48,518	61,700	61,700	64,150	4%
PERSONNEL SERVICES, BENEFITS							
110-415-11-4210	Health Insurance	7,710	7,514	8,200	8,200	10,300	26%
110-415-11-4220	FICA Payroll Expense	3,311	2,942	3,850	3,850	4,000	4%
110-415-11-4221	Medicare Payroll Expense	774	688	900	900	950	6%
110-415-11-4230	Retirement Contribution	2,058	1,914	2,400	2,400	2,500	4%
110-415-11-4250	Unemployment Insurance	164	146	250	250	300	20%
110-415-11-4260	Workers Compensation Insurance	125	100	100	100	100	0%
		14,142	13,304	15,700	15,700	18,150	16%
PURCHASED PROFESSIONAL SERVICES							
110-415-11-4310	Professional Development	198	-	750	750	750	0%
		198	-	750	750	750	0%
PURCHASED PROPERTY SERVICES							
110-415-11-4430	Service Contracts	55	27	250	250	250	0%
		55	27	250	250	250	0%
OTHER PURCHASED SERVICES							
110-415-11-4530	Telephone	-	-	-	-	-	N/A
110-415-11-4550	Printing	113	-	750	750	750	0%
110-415-11-4552	City Link Newsletter	13,766	12,719	14,500	14,500	14,500	0%
110-415-11-4592	Recording Fees	16	136	100	100	100	0%
		13,895	12,855	15,350	15,350	15,350	0%
SUPPLIES							
110-415-11-4610	Office Supplies	1,582	1,819	2,000	2,000	2,600	30%
110-415-11-4611	Postage	1,350	1,450	1,750	1,750	1,750	0%
110-415-11-4626	Gas and Oil	-	34	100	100	100	0%
		2,932	3,303	3,850	3,850	4,450	16%
CAPITAL							
110-415-11-4743	Furniture and Equipment	-	-	5,000	3,800	-	-100%
110-415-11-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	5,000	3,800	-	-100%
TOTAL EXPENDITURES		85,724	78,007	102,600	101,400	103,100	0%

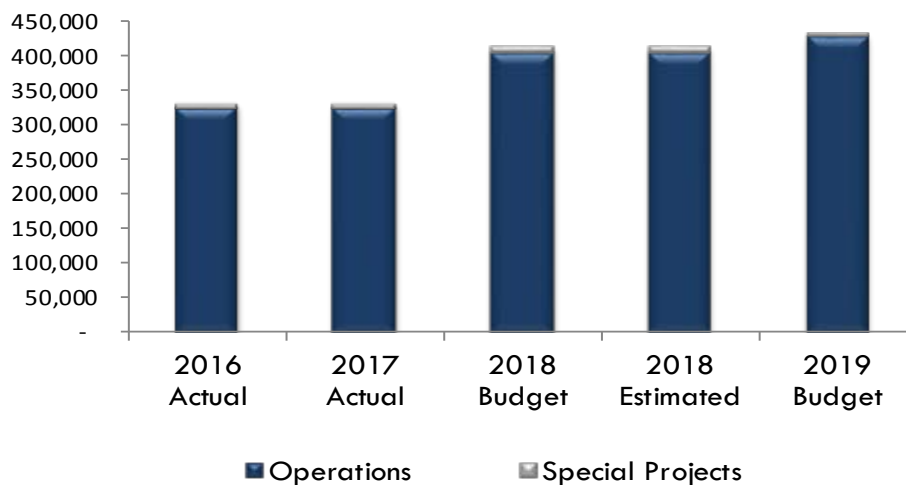
Administration Department

Finance

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 172,543	\$ 178,950	\$ 226,200	\$ 226,200	\$ 234,850	4%
Personnel Services, Benefits	55,034	54,590	78,850	78,850	91,605	16%
Purchased Professional Services	58,960	51,421	55,500	55,500	55,500	0%
Purchased Property Services	14,656	15,258	16,500	16,500	17,000	3%
Other Purchased Services	3,347	2,315	3,500	3,500	3,500	0%
Supplies	19,549	20,462	22,000	22,000	22,200	1%
Operating Expenses	\$ 324,089	\$ 322,996	\$ 402,550	\$ 402,550	\$ 424,655	5%
Capital	-	-	-	1,200	-	N/A
Special Projects	6,250	8,750	10,000	10,000	6,250	-38%
Total Expense	\$ 330,339	\$ 331,746	\$ 412,550	\$ 413,750	\$ 430,905	4%

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

Budget History



Administration Department

Finance

2018 Accomplishments

- Prepared Financial Statements and received an unqualified audit report from the City's Auditing firm.
- Worked with other staff on preparation of the 2019 Budget.
- Ongoing processing of accounts payable, payroll, utility billing, collections and cash receipts, reconciliation of bank accounts, invoicing and collection of miscellaneous receivables including special assessments, and fixed asset recording.
- Ensured compliance with grants from various agencies and filed financial reports and payment requests as appropriate.
- Filled the new accountant position.

2019 Budget Highlights

- There are no significant changes in the 2019 Budget.

Goals and Objectives

Provide accurate and timely review, analysis and reporting of the City's financial condition and budget comparisons to facilitate the decision making process and ensure the fiscal stability of the City.

Continue to monitor revenue sources and trends in order to react quickly and appropriately given the instability of current economic conditions.

Process payments to employees and vendors and billing to customers in a timely and accurate manner. Maximize earnings on investments while insuring safety of investments.

Administration Department

Finance

Expenses

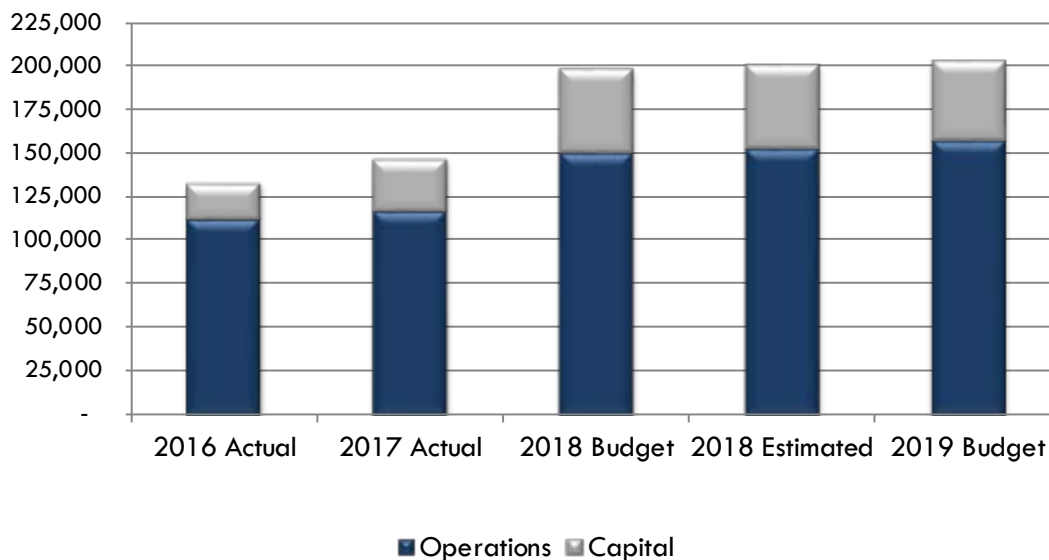
Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-415-12-4111	Salaries, Administrative	162,016	167,306	214,900	214,900	222,700	4%
110-415-12-4120	Salaries, Part time	10,226	11,215	10,200	10,200	10,600	4%
110-415-12-4130	Overtime	301	429	1,100	1,100	1,550	41%
		172,543	178,950	226,200	226,200	234,850	4%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-415-12-4210	Health Insurance	34,168	33,040	50,450	50,450	62,205	23%
110-415-12-4220	FICA Payroll Expense	10,331	10,726	14,050	14,050	14,600	4%
110-415-12-4221	Medicare Payroll Expense	2,416	2,508	3,300	3,300	3,400	3%
110-415-12-4230	Retirement Contribution	7,251	7,529	9,750	9,750	10,100	4%
110-415-12-4250	Unemployment Insurance	518	537	950	950	950	0%
110-415-12-4260	Workers Comp Insurance	350	250	350	350	350	0%
		55,034	54,590	78,850	78,850	91,605	16%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-415-12-4310	Professional Development	988	598	1,000	1,000	2,000	100%
110-415-12-4315	Audit Fees	34,169	26,000	28,000	28,000	28,000	0%
110-415-12-4316	Bank & Credit Card Fees	17,297	18,114	19,000	19,000	19,500	3%
110-415-12-4317	Lock Off Fees	6,506	6,709	7,500	7,500	6,000	-20%
		58,960	51,421	55,500	55,500	55,500	0%
<u>PURCHASED PROPERTY SERVICES</u>							
110-415-12-4430	Service Contracts	14,656	15,258	16,500	16,500	17,000	3%
		14,656	15,258	16,500	16,500	17,000	3%
<u>OTHER PURCHASED SERVICES</u>							
110-415-12-4550	Printing	3,347	2,315	3,500	3,500	3,500	0%
		3,347	2,315	3,500	3,500	3,500	0%
<u>SUPPLIES</u>							
110-415-12-4610	Office Supplies	3,642	3,815	4,000	4,000	4,200	5%
110-415-12-4611	Postage	15,907	16,647	18,000	18,000	18,000	0%
		19,549	20,462	22,000	22,000	22,200	1%
<u>CAPITAL</u>							
110-415-12-4743	Furniture and Equipment	-	-	-	1,200	-	N/A
110-415-12-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	1,200	-	N/A
<u>SPECIAL PROJECTS</u>							
110-415-12-4824	Priority Based Budgeting	6,250	8,750	10,000	10,000	6,250	-38%
		6,250	8,750	10,000	10,000	6,250	-38%
TOTAL EXPENDITURES		330,339	331,746	412,550	413,750	430,905	4%

Administration Department Information Technology Services

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Personnel Services, Benefits	-	-	-	-	-	N/A
Purchased Professional Services	-	-	-	2,500	2,500	N/A
Purchased Property Services	68,253	72,930	105,300	105,300	133,000	26%
Other Purchased Services	12,293	12,107	16,500	16,500	16,500	0%
Supplies	32,309	31,813	28,900	28,900	6,000	-79%
Operating Expenses	\$ 112,855	\$ 116,850	\$ 150,700	\$ 153,200	\$ 158,000	5%
Capital	20,967	30,196	47,850	47,850	45,300	-5%
Total Expense	\$ 133,822	\$ 147,046	\$ 198,550	\$ 201,050	\$ 203,300	2%

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

Budget History



Administration Department

Information Technology Services

2018 Accomplishments

- Continued to improve wireless access in City buildings.
- Upgraded server infrastructure to offer redundancy and better support for the number of servers and software applications that are being used.
- Improved security standards City wide to better meet compliance requirements for the Police Departments and the Courts Criminal Justice Information System (CJIS) standards.
- Refreshed 15 computers in various departments in the City
- Migrated to Office 365 for email and Office Apps to have save on cost of upgrades moving forward, provide new features and tools for the staff, and to bring the City in compliance on the Microsoft Licensing.
- Conduct Criminal Justice Information System (CJIS) Compliance Testing to be better prepared for the CJIS audits, Find CJIS Problems before they happen, Improve Security City wide to make sure the City meets CJIS requirements and perform quarterly audits.
- Rolled out the Knowbe4 Training portal to better equip staff members on how to protect themselves from the ever changing threats that are developed to steal information.
- Upgraded several servers to Server 2012 R2 and Server 2016 based on software compatibility.
- Continued replacing PD computers with the GTECH Tablets.
- Standardized on Windows Tablets for management staff to be more mobile.

2019 Budget Highlights

- Total costs for IT Services, telephone and internet services of \$285,925 are distributed among various funds and departments as follows:

IT CHARGES - ALLOCATION BETWEEN FUNDS - 2019 Budget					
	Service Contracts	Fiber, Internet, Telephone	Supplies and Equipment	Capital	Totals
General Fund	126,125	16,500	6,000	45,300	193,925
General Fund - LVFPD	1,300	4,500	-	-	5,800
General Fund - Public Safety	11,600	12,600	-	-	24,200
<i>Subtotal General Fund</i>	139,025	33,600	6,000	45,300	223,925
Marketing and Promotion Fund	1,450	-	-	-	1,450
Sewer Fund	12,800	3,850	-	3,350	20,000
Community Center Fund	32,700	4,500	-	3,350	40,550
Total	185,975	41,950	6,000	52,000	285,925

Administration Department

Information Technology Services

- Computer replacements - \$26,800
- Firewall - \$8,500
- Undesignated computer equipment - \$10,000

Goals and Objectives

- Refresh server and network equipment proactively.
- Continue to upgrade Servers and purchase necessary licensing to ensure compliance and Server Operating System Support.
- Refresh 15-20 computers in various departments in the City.
- Upgrade Storage Area Network (SAN) infrastructure proactively to provide faster SAN's and replace aging SAN hardware.
- Replace City's 7 year old aging Firewall.
- Increase the City's Bandwidth for Internet and Look into most cost effective phone lines.
- Explore options for fixed wireless backup links between the buildings.

Administration Department

Information Technology Services

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-415-13-4111	Salaries, Administrative	-	-	-	-	-	N/A
110-415-13-4120	Salaries, Part time	-	-	-	-	-	N/A
110-415-13-4130	Overtime	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-415-13-4210	Health Insurance	-	-	-	-	-	N/A
110-415-13-4220	FICA Payroll Expense	-	-	-	-	-	N/A
110-415-13-4221	Medicare Payroll Expense	-	-	-	-	-	N/A
110-415-13-4230	Retirement Contribution	-	-	-	-	-	N/A
110-415-13-4250	Unemployment Insurance	-	-	-	-	-	N/A
110-415-13-4260	Workers Compensation Ins	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-415-13-4310	Professional Development	-	-	-	-	-	N/A
110-415-13-4338	Website Development	-	-	-	2,500	2,500	N/A
		-	-	-	2,500	2,500	N/A
<u>PURCHASED PROPERTY SERVICES</u>							
110-415-13-4430	Service Contracts	68,253	72,930	105,300	105,300	133,000	26%
		68,253	72,930	105,300	105,300	133,000	26%
<u>OTHER PURCHASED SERVICES</u>							
110-415-13-4530	Telephone and Internet	12,293	12,107	16,500	16,500	16,500	0%
		12,293	12,107	16,500	16,500	16,500	0%
<u>SUPPLIES</u>							
110-415-13-4610	Office Supplies	-	-	-	-	-	N/A
110-415-13-4612	Supplies and equipment	32,309	31,813	28,900	28,900	6,000	-79%
		32,309	31,813	28,900	28,900	6,000	-79%
<u>CAPITAL</u>							
110-415-13-4743	Furniture and Equipment	-	-	-	-	-	N/A
110-415-13-4744	Computer Equipment	20,967	30,196	47,850	47,850	45,300	-5%
		20,967	30,196	47,850	47,850	45,300	-5%
TOTAL EXPENDITURES		133,822	147,046	198,550	201,050	203,300	2%

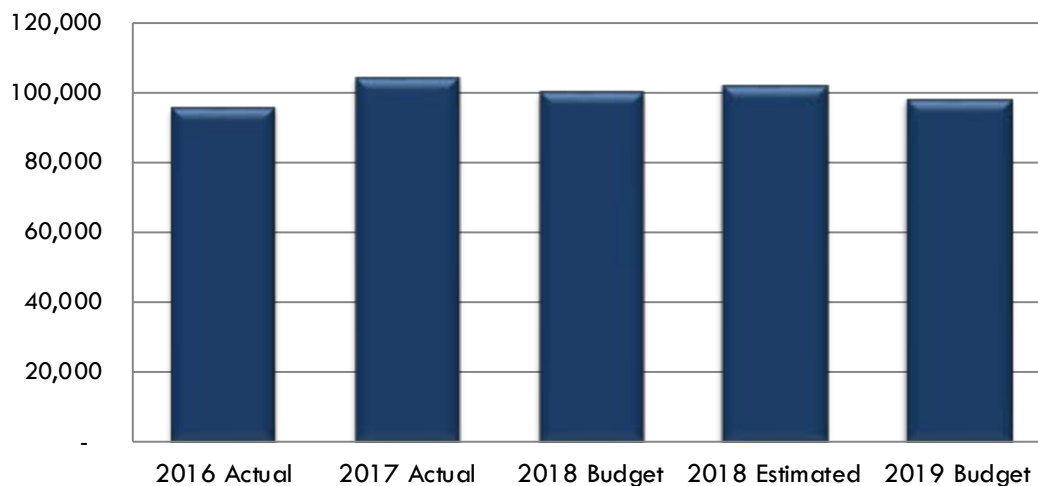
Administration Department

Human Resources

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 56,099	\$ 57,490	\$ 58,000	\$ 58,000	\$ 60,300	4%
Personnel Services, Benefits	20,169	19,984	20,950	20,950	16,650	-21%
Purchased Professional Services	18,197	25,918	20,350	22,550	20,350	0%
Other Purchased Services	-	-	-	-	-	N/A
Supplies	989	749	750	750	750	0%
Operating Expenses	\$ 95,454	\$ 104,141	\$ 100,050	\$ 102,250	\$ 98,050	-2%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 95,454	\$ 104,141	\$ 100,050	\$ 102,250	\$ 98,050	-2%

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

Budget History



Administration Department

Human Resources

2018 Accomplishments

- The HR Director continues to work to maintain and improve communication with employees through various means, such as:
 - Attendance, at least quarterly, at employee meetings,
 - Participation and facilitation of the Employee Representative Committee (ERC),
 - E-mails about benefit changes and other employee information.
- Successfully recruited and filled several full-time, part-time and variable hour vacancies. One part-time and four full-time were vacated due to turnover and included a Maintenance Worker I – Public Works (full-time), Maintenance Worker II – Public Works (full-time), Planning Technician (full-time), and a Code Enforcement Officer (part-time). New positions were an Automotive Technician (full-time), Accountant (full-time), Planner (full-time), and 5 Public Works and 5 Parks & Recreation seasonal and/or part-time employees. In addition, several variable hour and seasonal positions at the Fruita Community Center were filled as needed.
- Worked with the Employee Representative Committee (ERC) to implement a new employee recognition program called the Geared-Up Award. The Geared-Up Award focuses on the City's Core Behaviors and is an on-the-spot employee recognition that can be given by peers, supervisors or directors.
- Conducted a market study of compensation rates and worked with the Leadership Team to begin building a new compensation plan which will be completed in 2019.
- A human resource priority is to maintain sustained efforts to ensure that staffing levels, promotional opportunities, and compensation are adequate to recruit and retain qualified employees.

2019 Budget Highlights

- There are no changes in the 2019 Budget.

Goals and Objectives

- Develop long-range goals to support employee retention that include continued evaluation of employee salaries and benefits. Implement a new pay plan in the 2020 budget year.
- Continued efforts to improve the quality of and reduce the cost of benefits currently offered to employees. Health insurance and all other benefits will continue to be reviewed annually to ensure quality and affordability. In addition, requirements will continue to be monitored and implemented in accordance with Healthcare Reform (Affordable Care Act).
- Continued attendance at employment-related conferences and webinars in order to keep abreast of changing employment laws and other human resource trends that affect the City and its employees.

Administration Department

Human Resources

- Ongoing efforts to increase the efficiency and effectiveness of the Human Resource Department through improved communications with the City Manager, Department Directors, and employees.
- Continue to work with Department Directors to create and implement updated job descriptions for all positions in the City which will enhance the overall compensation plan.
- Work with the City Manager and Department Directors to find innovative and cost-effective ways to retain qualified staff at all times.

Administration Department

Human Resources

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Change
PERSONNEL SERVICES, SALARIES							
110-415-15-4111	Salaries, Administrative	56,099	57,490	58,000	58,000	60,300	4%
110-415-15-4130	Overtime	-	-	-	-	-	N/A
		56,099	57,490	58,000	58,000	60,300	4%
PERSONNEL SERVICES, BENEFITS							
110-415-15-4210	Health Insurance	11,409	11,063	11,000	11,000	6,400	-42%
110-415-15-4220	FICA Payroll Expense	3,338	3,374	3,600	3,600	3,750	4%
110-415-15-4221	Medicare Payroll Expense	781	789	850	850	900	6%
110-415-15-4230	Retirement Contribution	2,525	2,587	2,650	2,650	2,750	4%
110-415-15-4250	Unemployment Insurance	168	172	250	250	250	0%
110-415-15-4260	Workers Comp Insurance	125	100	100	100	100	0%
110-415-15-4290	Employee Assistance Programs	1,823	1,899	2,500	2,500	2,500	0%
		20,169	19,984	20,950	20,950	16,650	-21%
PURCHASED PROFESSIONAL SERVICES							
110-415-15-4310	Professional Development	552	558	750	750	750	0%
110-415-15-4311	Appreciation Programs	8,767	8,497	8,500	8,500	8,500	0%
110-415-15-4312	Flex Benefit Administration Fee	2,910	2,335	3,100	3,100	3,100	0%
110-415-15-4330	Legal Services	-	-	-	-	-	N/A
110-415-15-4345	Recruitment	5,968	14,528	8,000	10,200	8,000	0%
		18,197	25,918	20,350	22,550	20,350	0%
OTHER PURCHASED SERVICES							
110-415-15-4530	Telephone	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
SUPPLIES							
110-415-15-4610	Office Supplies	989	749	750	750	750	0%
		989	749	750	750	750	0%
CAPITAL							
110-415-15-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENDITURES		95,454	104,141	100,050	102,250	98,050	-2%

Community Development Department

Community Development Department

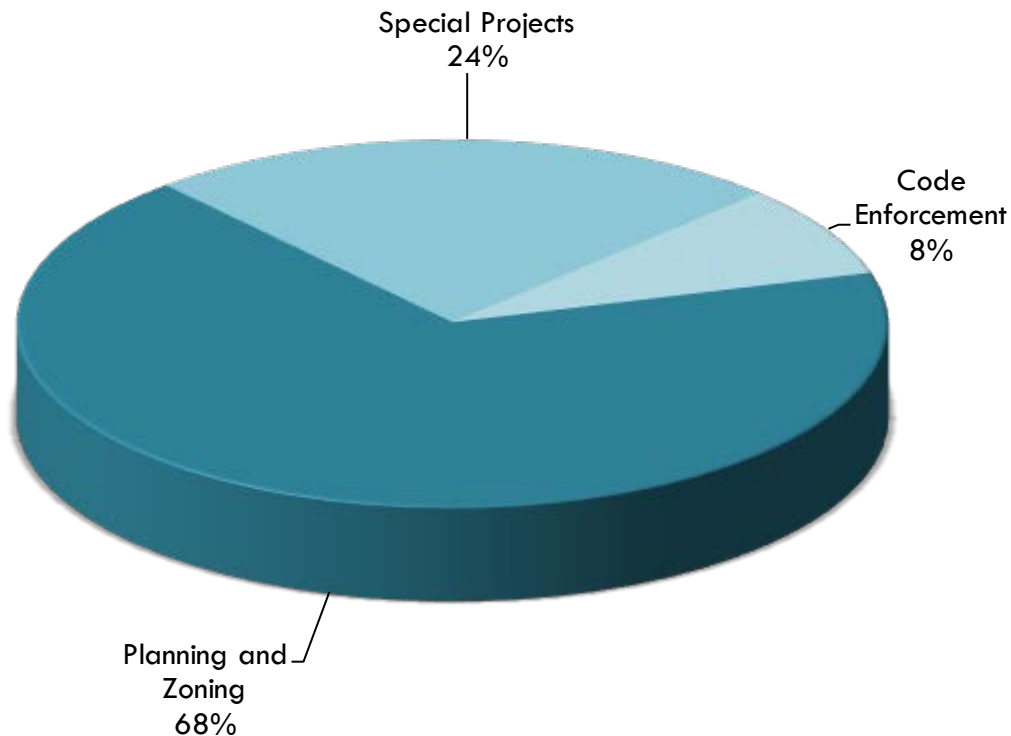
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Community Development Department

Expenses by Program	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Code Enforcement	\$ 54,712	\$ 47,211	\$ 33,475	\$ 33,475	\$ 34,075	2%
Planning and Zoning	196,982	176,119	264,275	264,275	284,050	7%
Operating Expenses	\$ 251,694	\$ 223,330	\$ 297,750	\$ 297,750	\$ 318,125	7%
Capital	-	-	-	-	-	N/A
Special Projects	7,596	-	-	-	100,500	N/A
Total Expense	\$ 259,290	\$ 223,330	\$ 297,750	\$ 297,750	\$ 418,625	41%

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

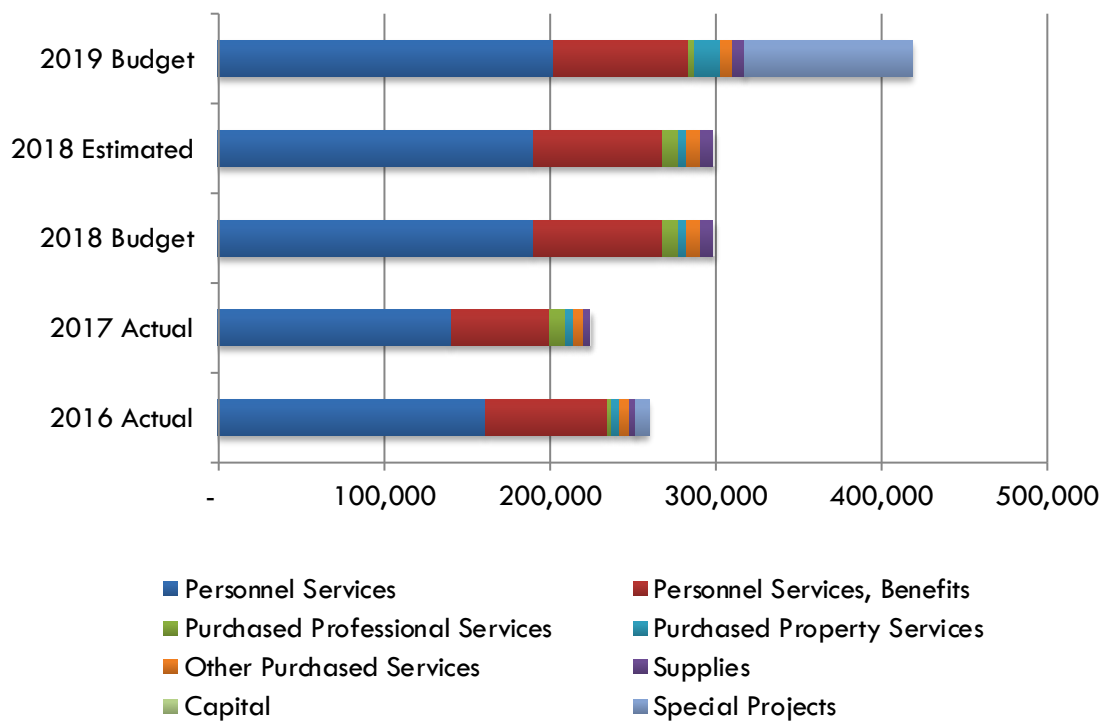
Community Development Programs



Community Development Department

Expenses by Category	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services	\$ 161,335	\$ 140,932	\$ 190,450	\$ 190,450	\$ 202,550	6%
Personnel Services, Benefits	73,711	58,955	77,850	77,850	80,950	4%
Purchased Professional Services	1,846	9,666	9,650	9,650	4,500	-53%
Purchased Property Services	4,379	4,875	4,800	4,800	14,750	207%
Other Purchased Services	5,890	5,836	7,800	7,800	7,800	0%
Supplies	4,534	3,067	7,200	7,200	7,575	5%
Operating Expenses	\$ 251,695	\$ 223,331	\$ 297,750	\$ 297,750	\$ 318,125	7%
Capital	-	-	-	-	-	N/A
Special Projects	7,596	-	-	-	100,500	N/A
Total Expense	\$ 259,291	\$ 223,331	\$ 297,750	\$ 297,750	\$ 418,625	41%

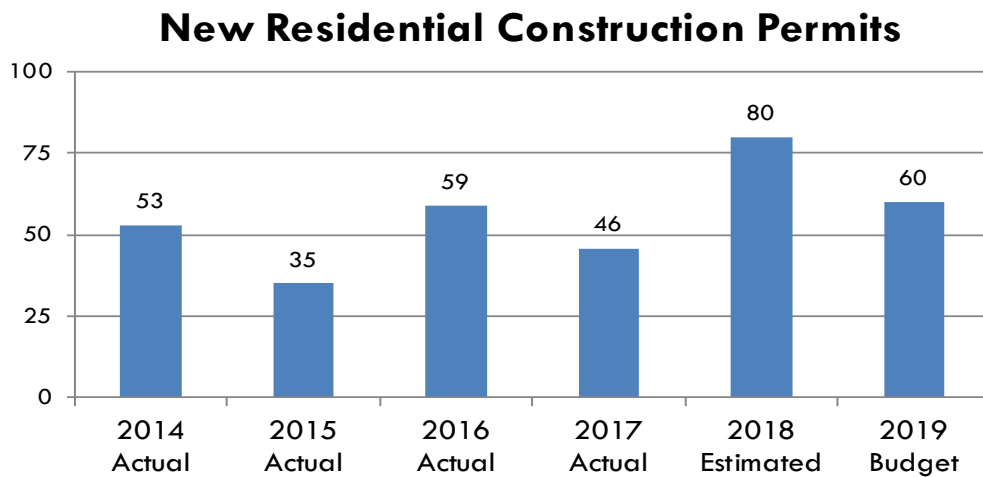
Budget History



Community Development Department

Factors Affecting Expenses

- Overall expenses of the Community Development Department of \$418,625 are budgeted to increase 41% in 2019.
- Personnel services including salaries, taxes and benefits are budgeted to increase 6%.
- Purchased services are budgeted to increase 22%. This includes a \$7,150 reduction in planning consultant services in 2019, an increase of \$10,000 for an online permit software system and a \$2,000 increase in professional development.
- Special projects of \$100,500 include \$500 for board and commission expenses (Historic Preservation Board and Planning Commission) and \$100,000 for the development of a Community Master Plan. The City will apply for a planning grant to offset approximately \$25,000 of the Master Plan expense.
- The following chart shows the number of permits issued for new residential construction in the City of Fruita since 2014.



Community Development Department

Personnel

Community Development Staffing Chart				
	2016	2017	2018	2019
Hours Summary	Actual	Actual	Budget	Budget
<u>Code Enforcement</u>				
Full time employees	1443	1324	0	0
Part time employees	-	-	1,250	1,250
<i>Total Code Enforcement Hours</i>	1443	1324	1250	1250
<u>Current and Long Range Planning</u>				
Full time employees	5066	4451	6240	6240
Part time employees	-	4	-	-
Overtime	-	45	-	-
<i>Total Planning Hours</i>	5066	4500	6240	6240
Total Hours	6,509	5,824	7,490	7,490
Total FTE Equivalent	3.13	2.80	3.60	3.60

Community Development Department

Expenses

Account Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES						
4111 Salaries, Administrative	160,620	139,546	166,900	166,900	178,300	7%
4120 Salaries, Part time	-	83	21,900	21,900	22,550	3%
4130 Overtime	715	1,303	1,650	1,650	1,700	3%
	161,335	140,932	190,450	190,450	202,550	6%
PERSONNEL SERVICES, BENEFITS						
4210 Health Insurance	53,237	40,911	53,250	53,250	55,800	5%
4220 FICA Payroll Expense	9,711	8,297	12,300	12,300	12,600	2%
4221 Medicare Payroll Expense	2,271	1,941	2,900	2,900	2,950	2%
4230 Retirement Contribution	7,183	6,608	7,950	7,950	8,100	2%
4250 Unemployment Insurance	484	423	850	850	850	0%
4260 Workers Compensation Insurance	825	775	600	600	650	8%
	73,711	58,955	77,850	77,850	80,950	4%
PURCHASED PROFESSIONAL SERVICES						
4310 Professional Development	1,846	423	2,500	2,500	4,500	80%
4336 Planning Consultant	-	9,243	7,150	7,150	-	-100%
	1,846	9,666	9,650	9,650	4,500	-53%
PURCHASED PROPERTY SERVICES						
4430 Service Contracts	2,204	2,600	2,550	2,550	12,550	392%
4435 Fleet Maintenance Charges	2,175	2,275	2,250	2,250	2,200	-2%
	4,379	4,875	4,800	4,800	14,750	207%
OTHER PURCHASED SERVICES						
4530 Telephone	300	225	300	300	300	0%
4546 Property Clean Up	3,997	3,166	4,000	4,000	4,000	0%
4550 Printing	-	-	500	500	500	0%
4551 Publishing	1,041	980	2,250	2,250	2,250	0%
4592 Recording Fees	552	1,465	750	750	750	0%
	5,890	5,836	7,800	7,800	7,800	0%
SUPPLIES						
4610 Office Supplies	1,712	1,457	3,000	3,000	3,000	0%
4611 Postage	1,150	1,100	1,900	1,900	1,900	0%
4612 Supplies and Equipment	-	-	675	675	675	0%
4626 Fuel	512	510	700	700	700	0%
4642 Signs	1,022	-	625	625	1,000	60%
4661 Uniforms and Safety Equipment	138	-	300	300	300	0%
	4,534	3,067	7,200	7,200	7,575	5%
SPECIAL PROJECTS						
4810 Boards/Commissions	-	-	-	-	500	N/A
4821 Downtown Development	-	-	-	-	-	N/A
4825 Master Plan	7,596	-	-	-	100,000	N/A
	7,596	-	-	-	100,500	N/A
TOTAL COMMUNITY DEVELOPMENT EXP	259,291	223,331	297,750	297,750	418,625	41%

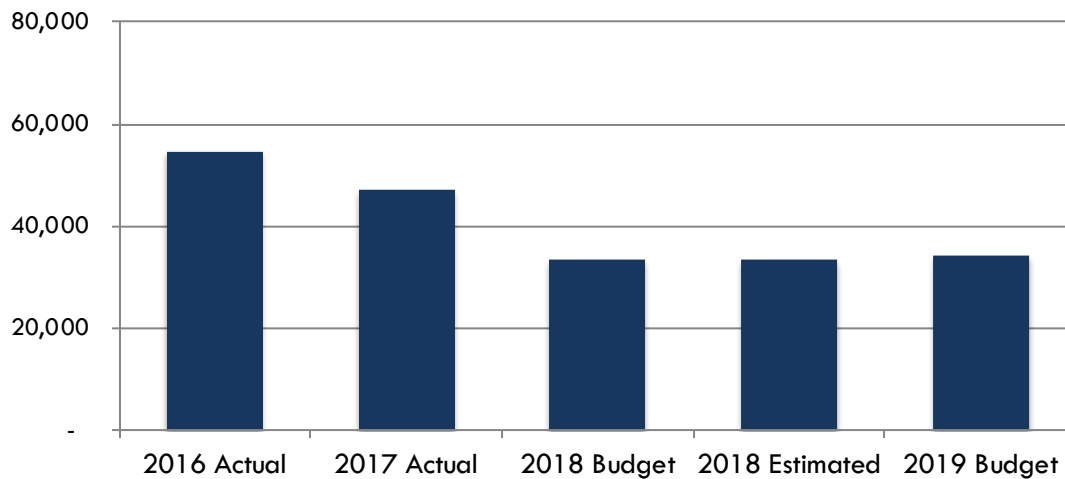
Community Development Department

Code Compliance

EXPENDITURES	2016	2017	2018	2018	2019	% Chg.
	Actual	Actual	Budget	Estimated	Budget	
Personnel Services, Salaries	\$ 29,997	\$ 26,174	\$ 21,900	\$ 21,900	\$ 22,550	3%
Personnel Services, Benefits	16,366	13,848	2,200	2,200	2,200	0%
Purchased Professional Services	112	143	500	500	500	0%
Purchased Property Services	2,175	2,275	2,250	2,250	2,200	-2%
Other Purchased Services	5,012	3,961	5,050	5,050	5,050	0%
Supplies	1,050	810	1,575	1,575	1,575	0%
Operating Expenses	\$ 54,712	\$ 47,211	\$ 33,475	\$ 33,475	\$ 34,075	2%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 54,712	\$ 47,211	\$ 33,475	\$ 33,475	\$ 34,075	2%

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

Budget History



Community Development Department

Code Compliance

2018 Accomplishments

- The City of Fruita Code Enforcement division hosted a free HOA workshop on Saturday, September 15, 2018 9am - 11am at The Fruita Community Center. Topics that were discussed consisted of: weeds, tree issues, trash and junk, traffic issues, when a permit is required, exciting new projects in the City of Fruita, animal complaints, abandoned vehicles, etc.

2019 Budget Highlights

- The Code Enforcement position will continue to be a part time position.
- Professional Development. The funds in the account are for the CCO to attend local and/or State training that may come up throughout the year. This may include Basic Code Enforcement Training.

Goals and Objectives

- Continue to provide prompt and efficient response to code violation complaints and/or observed violations.
- Continue to maintain and/or find improved ways of maintaining public right-of-way (sidewalks, streets, and alleys) with regard to litter, weeds, and snow removal by coordinating with: Property owners; City Departments; and/or utilizing resources established through the Community Outreach Program.
- Assess ways to provide Code Compliance information to HOA's and to other community members. Determine if spring is a better time to provide information to the community or whether Colorado Cities and Towns Week in September is a better time.
- Continue to assist the Planning Technician in the review/inspection stages of developments and with planning clearances.
- Continue to maintain or improve upon the working relationship between the Code Compliance Program, volunteers, charitable organizations, and community service groups like Partner's in order to help citizens in need clean up their property and/or to resolve code violations.
- Continue to attend local training on weed management and how best to control them.
- Attend local training pertaining to plant and tree identification.
- Continue to review and update the Code Compliance policy and procedure manual.
- Review and update the Code Compliance monthly chart to reflect and track more on what is done out of this unit.

Community Development Department

Code Compliance

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-419-16-4111	Salaries, Administrative	29,997	26,174	-	-	-	N/A
110-419-16-4120	Salaries, Part time	-	-	21,900	21,900	22,550	3%
110-419-16-4130	Overtime	-	-	-	-	-	N/A
		29,997	26,174	21,900	21,900	22,550	3%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-419-16-4210	Health Insurance	12,336	10,191	-	-	-	N/A
110-419-16-4220	FICA Payroll Expense	1,788	1,601	1,400	1,400	1,400	0%
110-419-16-4221	Medicare Payroll Expense	418	375	350	350	350	0%
110-419-16-4230	Retirement Contribution	1,334	1,178	-	-	-	N/A
110-419-16-4250	Unemployment Insurance	90	78	100	100	100	0%
110-419-16-4260	Workers Compensation Insurance	400	425	350	350	350	0%
		16,366	13,848	2,200	2,200	2,200	0%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-419-16-4310	Professional Development	112	143	500	500	500	0%
		112	143	500	500	500	0%
<u>PURCHASED PROPERTY SERVICES</u>							
110-419-16-4435	Fleet Maintenance Charges	2,175	2,275	2,250	2,250	2,200	-2%
		2,175	2,275	2,250	2,250	2,200	-2%
<u>OTHER PURCHASED SERVICES</u>							
110-419-16-4530	Telephone	300	225	300	300	300	0%
110-419-16-4546	Property Clean Up	3,997	3,166	4,000	4,000	4,000	0%
110-419-16-4551	Publishing	715	570	750	750	750	0%
		5,012	3,961	5,050	5,050	5,050	0%
<u>SUPPLIES</u>							
110-419-16-4610	Office Supplies	-	-	-	-	-	N/A
110-419-16-4611	Postage	400	300	400	400	400	0%
110-419-16-4612	Supplies and Equipment	-	-	175	175	175	0%
110-419-16-4626	Fuel	512	510	700	700	700	0%
110-419-16-4661	Uniforms and Safety Equipment	138	-	300	300	300	0%
		1,050	810	1,575	1,575	1,575	0%
<u>CAPITAL</u>							
110-419-16-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL CODE ENFORCEMENT EXPENSE		54,712	47,211	33,475	33,475	34,075	2%

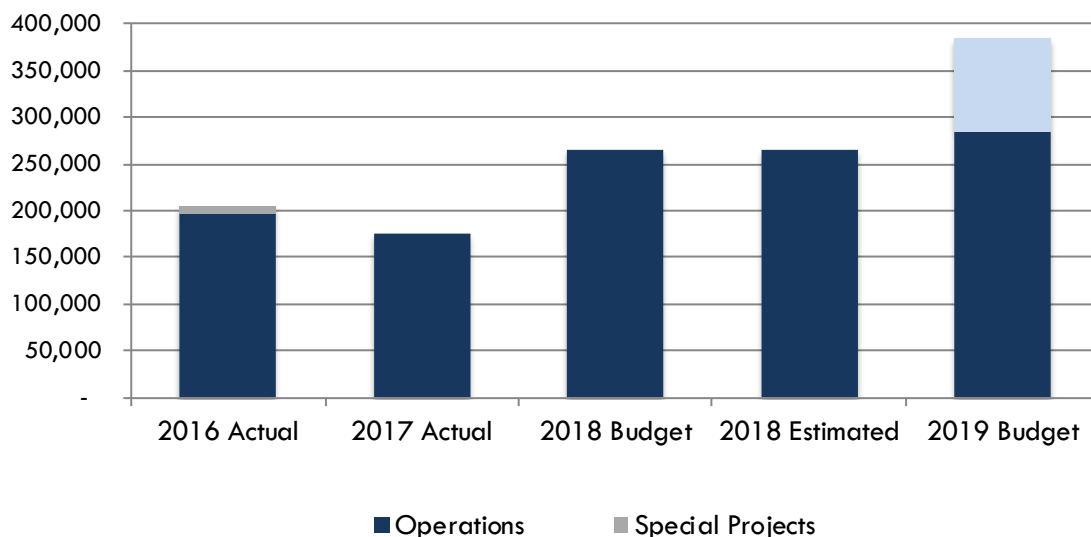
Community Development Department

Current and Long Range Planning

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 131,338	\$ 114,758	\$ 175,700	\$ 175,700	\$ 180,000	2%
Personnel Services, Benefits	57,345	45,106	75,650	75,650	78,750	4%
Purchased Professional Services	1,733	9,523	2,000	2,000	4,000	100%
Purchased Property Services	2,204	2,600	2,550	2,550	12,550	392%
Other Purchased Services	878	1,875	2,750	2,750	2,750	0%
Supplies	3,484	2,257	5,625	5,625	6,000	7%
Operating Expenses	\$ 196,982	\$ 176,119	\$ 264,275	\$ 264,275	\$ 284,050	7%
Capital	-	-	-	-	-	N/A
Special Projects	7,596	-	-	-	100,500	N/A
Total Expense	\$ 204,578	\$ 176,119	\$ 264,275	\$ 264,275	\$ 384,550	46%

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

Budget History



Community Development Department

Current and Long Range Planning

2018 Accomplishments

Planning & Development is at full staff thanks to the efforts of the Leadership Team, Mike Bennett and other supporting agencies. The addition of Dan Caris, Planning & Development Director, has been a major highlight to not only the Planning & Development Department but to the City of Fruita. Along with the addition Dan, the Planning Department also is proud to have the addition of Kelli McLean (Planning Technician) and David Oliver (Code Compliance Officer). Below are some of this teams accomplishments from the 2018 year:

Residential Subdivisions:

- Soren Estates (10 lots)
- Pinewood Estates (10 lots)
- Iron Wheel (273 lots, filing 1 is 53 lots)
- Griffin Minor (2 lots)
- Garden Estates (18 lots)
- Adobe Falls (44 lots)
- Oak Creek (28 lots)

Commercial (new construction):

- Starbucks
- Jimmy Johns
- Rivers End Dental
- Munchies
- Imondi Wakezone
- Frank Henry Equipment
- Dolan Storage
- Brandon Commercial
- Raptor RV Storage

The Planning & Development Department has reviewed a total of 48 Land Development Applications so far for 2018.

- 367 Planning Clearances issued so far
- 78 New Residential Planning Clearances issued so far

** [2018 YTD (Jan.-Sept.) =\$1,436,164.35, 2017 YTD (Jan.-Sept.) =\$451,155.11, 2017 total =\$985,009.24]

Community Development Department

Current and Long Range Planning

2019 Budget Highlights

The Planning & Development Department is committed to providing outstanding customer service to the citizens of Fruita. With the current health of the economy, we are seeing a large increase in the number of Land Development Applications for review and pre-application meetings. The department has done a great job of exhausting resources available to keep track of projects and all the elements that brings. Line item increases include:

- Professional Development increase of \$2,000
- Consultant Services decrease of \$7,150
- Signs increase of \$375
- Community Master Plan - \$100,000
- Planning Clearance Software - \$10,000

Goals and Objectives

- Continue to work on Master Plan updates.
- Continue to work on updates to the Land Use Code.
- Implement more technology.

Community Development Department

Current and Long Range Planning

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-419-17-4111	Salaries, Administrative	130,623	113,372	174,050	174,050	178,300	2%
110-419-17-4120	Part Time	-	83	-	-	-	N/A
110-419-17-4130	Overtime	715	1,303	1,650	1,650	1,700	3%
		131,338	114,758	175,700	175,700	180,000	2%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-419-17-4210	Health Insurance	40,901	30,720	53,250	53,250	55,800	5%
110-419-17-4220	FICA Payroll Expense	7,923	6,696	10,900	10,900	11,200	3%
110-419-17-4221	Medicare Payroll Expense	1,853	1,566	2,550	2,550	2,600	2%
110-419-17-4230	Retirement Contribution	5,849	5,430	7,950	7,950	8,100	2%
110-419-17-4250	Unemployment Insurance	394	344	750	750	750	0%
110-419-17-4260	Workers Compensation Ins	425	350	250	250	300	20%
		57,345	45,106	75,650	75,650	78,750	4%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-419-17-4310	Professional Development	1,733	280	2,000	2,000	4,000	100%
110-419-17-4336	Planning Consultant	-	9,243	-	-	-	N/A
		1,733	9,523	2,000	2,000	4,000	100%
<u>PURCHASED PROPERTY SERVICES</u>							
110-419-17-4430	Service Contracts	2,204	2,600	2,550	2,550	12,550	392%
		2,204	2,600	2,550	2,550	12,550	392%
<u>OTHER PURCHASED SERVICES</u>							
110-419-17-4530	Telephone	-	-	-	-	-	N/A
110-419-17-4550	Printing	-	-	500	500	500	0%
110-419-17-4551	Publishing	326	410	1,500	1,500	1,500	0%
110-419-17-4592	Recording Fees	552	1,465	750	750	750	0%
		878	1,875	2,750	2,750	2,750	0%
<u>SUPPLIES</u>							
110-419-17-4610	Office Supplies	1,712	1,457	3,000	3,000	3,000	0%
110-419-17-4611	Postage	750	800	1,500	1,500	1,500	0%
110-419-17-4612	Supplies and Equipment	-	-	500	500	500	0%
110-419-17-4642	Signs	1,022	-	625	625	1,000	60%
		3,484	2,257	5,625	5,625	6,000	7%
<u>CAPITAL</u>							
110-419-17-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>SPECIAL PROJECTS</u>							
110-419-17-4810	Boards/Commissions	-	-	-	-	500	N/A
110-419-17-4825	Master Plan	7,596	-	-	-	100,000	N/A
		7,596	-	-	-	100,500	N/A
TOTAL PLANNING AND ZONING EXPENSE		204,578	176,119	264,275	264,275	384,550	46%

Public Safety Department

Public Safety Department

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Public Safety Department

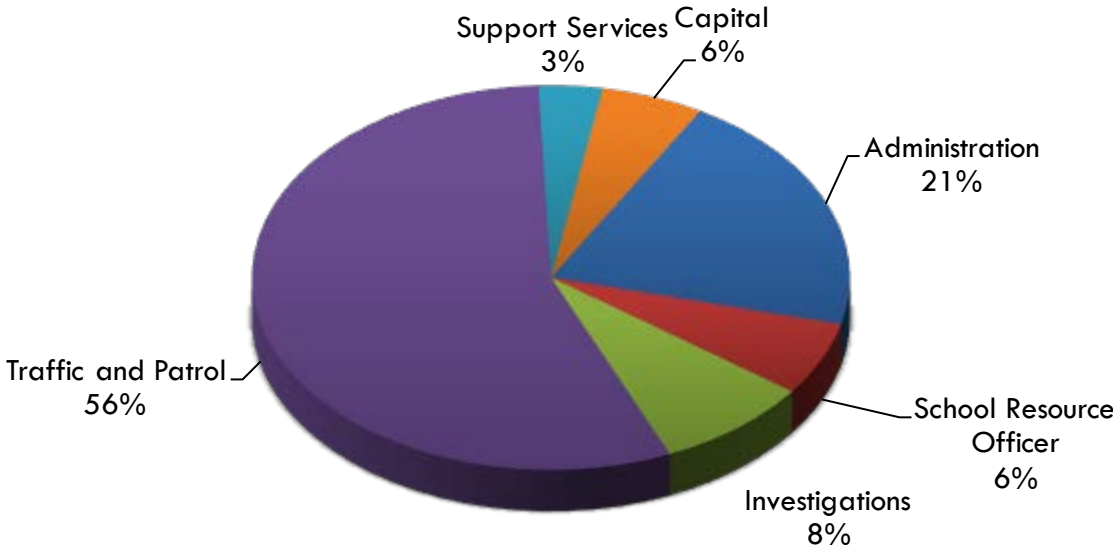
Expenses by Program	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Administration	\$ 478,515	\$ 462,587	\$ 479,725	\$ 488,950	\$ 504,250	5%
School Resource Officer	133,749	103,798	145,150	146,000	151,250	4%
Investigations	183,303	145,263	193,450	193,450	205,650	6%
Traffic and Patrol	1,272,141	1,342,578	1,320,450	1,315,925	1,367,775	4%
Support Services	49,066	51,688	80,000	80,200	84,350	5%
Operating Expenses	\$2,116,774	\$2,105,914	\$2,218,775	\$2,224,525	\$2,313,275	4%
Special Projects	-	-	-	-	-	N/A
Capital	65,867	173,794	143,875	167,875	136,000	-5%
Total Expense	\$ 2,182,641	\$ 2,279,708	\$ 2,362,650	\$ 2,392,400	\$ 2,449,275	4%

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

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

The Police Department is composed of 17 commissioned officers and 4 civilian support positions. The goals of the police department are to maintain the public trust while preserving the quality of life and quality of place for which Fruita is known.

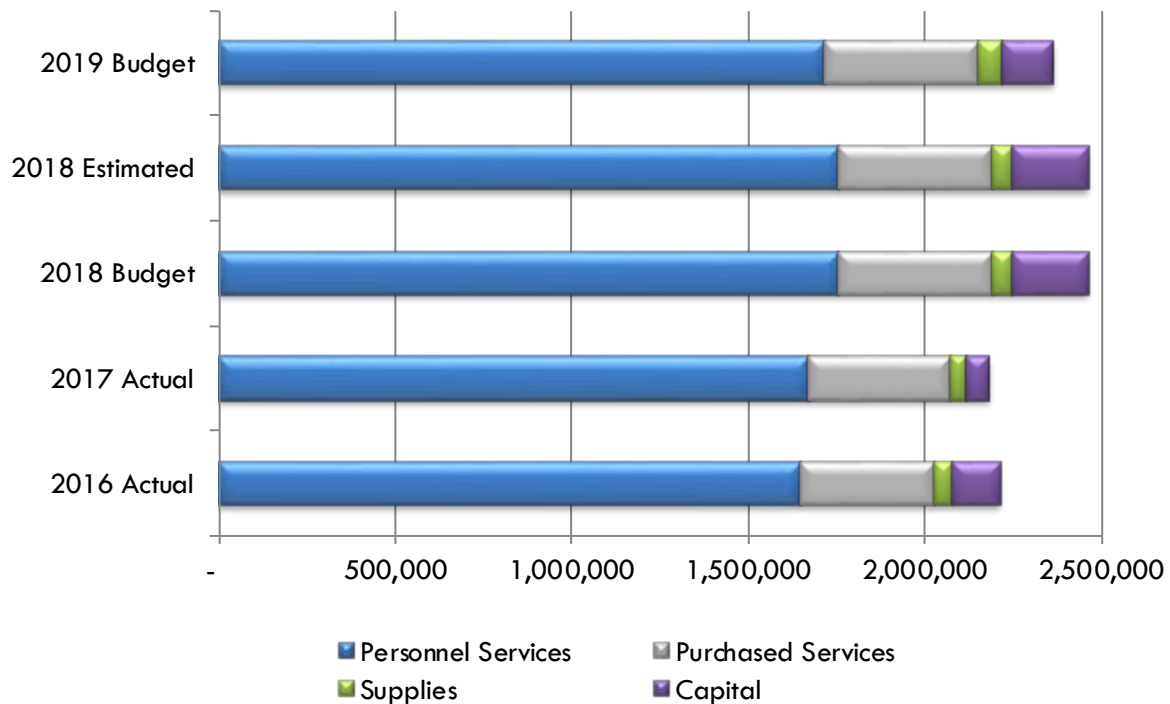
Public Safety Department Programs



Public Safety Department

Expenses by Type	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$1,186,679	\$1,175,316	\$1,212,900	\$1,212,900	\$1,274,950	5%
Personnel Services, Benefits	485,775	479,737	502,800	502,800	536,575	7%
Purchased Professional Services	21,948	10,646	20,800	25,200	22,025	6%
Purchased Property Services	79,083	65,388	87,875	87,875	88,475	1%
Other Purchased Services	297,951	319,990	326,200	318,200	311,200	-5%
Supplies	45,338	54,838	68,200	77,550	80,050	17%
Operating Expenses	\$2,116,774	\$2,105,915	\$2,218,775	\$2,224,525	\$2,313,275	4%
Special Projects	-	-	-	-	-	N/A
Capital	65,867	173,794	143,875	167,875	136,000	-5%
Total Expense	\$ 2,182,641	\$ 2,279,709	\$ 2,362,650	\$ 2,392,400	\$ 2,449,275	4%

Budget History



Public Safety Department

Factors Affecting Expenses

Overall expenses of the Public Safety Department of \$2.45 million are budgeted to increase 4% from the \$2.36 million budgeted in 2018.

The Public Safety tax increase of 37% was approved by voters at the November 2017 election. This increases the Mesa County sales tax rate from 2% to 2.37%. The City of Fruita will receive 4.01% of the increase in the tax for public safety purposes. This will help to offset personnel costs, communication center charges for dispatch services, capital equipment, and other needs of the department.

- Personnel costs are budgeted to increase 5% in 2019 and benefits and taxes are budgeted to increase 7%. This is the result of salary and wage increases and health insurance costs.
- Communication Center (911 Dispatch) charges are budgeted to decrease 6% in 2019 from the 2018 budgeted amounts which were budgeted at a higher rate due to uncertainties in the public safety tax issue approved by voters in November of 2017.
- Supplies and equipment are budgeted to increase 17%. This increase includes additional ammunition, the purchase of two tasers, and increased fuel costs.
- Capital equipment decrease of 5% reflects changes in capital equipment needs. The 2019 Budget includes the following capital purchases.

Replacement equipment - \$136,000

- Patrol cars (3) - \$136,000 (Units #8108, 8109 and 8307).

Public Safety Department

Personnel

Public Safety Staffing Chart				
	2016	2017	2018	2019
Hours Summary	Actual	Actual	Budget	Budget
<u>Administration</u>				
Full time civilian employees	4,082	4,160	4,160	4,195
Full time sworn employees	2,145	4,398	4,160	4,160
Part time employees	1,425	861	-	-
<i>Total Administration</i>	<i>7,652</i>	<i>9,419</i>	<i>8,320</i>	<i>8,355</i>
<u>School Resource Officer</u>				
Full time sworn employees	3,580	2,693	3,360	3,503
Overtime	-	162	-	210
<i>Total SRO</i>	<i>3,580</i>	<i>2,855</i>	<i>3,360</i>	<i>3,713</i>
<u>Investigations</u>				
Full time employees	4,641	3,629	4,160	4,486
Overtime	-	106	-	200
<i>Total Investigations</i>	<i>4,641</i>	<i>3,735</i>	<i>4,160</i>	<i>4,686</i>
<u>Traffic and Patrol</u>				
Full time employees	25,316	25,906	24,680	25,256
Overtime	-	1,326	1,215	1,215
<i>Total Traffic and Patrol</i>	<i>25,316</i>	<i>27,232</i>	<i>25,895</i>	<i>26,471</i>
<u>Police Support Services</u>				
Full time employees	-	706	2,080	2,080
Part time employees	2,163	1,434	900	900
Overtime	-	5	-	25
<i>Total Police Support Services</i>	<i>2,163</i>	<i>2,145</i>	<i>2,980</i>	<i>3,005</i>
Total Hours	43,352	45,386	44,715	46,230
Total FTE Equivalent	20.84	21.82	21.50	22.23

Public Safety Department

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
4111	Salaries, Civilian	66,700	83,553	110,200	110,200	114,600	4%
4112	Salaries, Officers	1,008,440	992,305	1,023,800	1,023,800	1,073,450	5%
4120	Salaries, Part Time	59,744	37,607	17,200	17,200	17,850	4%
4125	Contract Labor	-	-	-	-	-	N/A
4130	Overtime	51,795	61,851	61,700	61,700	69,050	12%
		1,186,679	1,175,316	1,212,900	1,212,900	1,274,950	5%
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210	Health Insurance	281,665	276,347	288,300	288,300	309,200	7%
4220	FICA Payroll Expense	7,716	7,371	8,050	8,050	8,350	4%
4221	Medicare Payroll Expense	16,866	16,707	17,700	17,700	18,650	5%
4222	FPPA Death & Disability Insura	10,278	10,134	13,200	13,200	14,300	8%
4230	Retirement Contribution	3,735	4,399	5,850	5,850	6,050	3%
4231	Police Pension Payroll Expense	124,930	122,778	128,050	128,050	134,225	5%
4250	Unemployment Insurance	3,560	3,526	4,950	4,950	5,150	4%
4260	Workers Compensation Insurance	37,025	38,475	36,700	36,700	40,650	11%
		485,775	479,737	502,800	502,800	536,575	7%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
4310	Professional Development	21,948	10,646	20,800	25,200	22,025	6%
		21,948	10,646	20,800	25,200	22,025	6%
<u>PURCHASED PROPERTY SERVICES</u>							
4430	Service Contracts	10,933	12,648	26,875	26,875	26,875	0%
4435	Fleet Maintenance Charges	68,150	52,740	61,000	61,000	61,600	1%
		79,083	65,388	87,875	87,875	88,475	1%
<u>OTHER PURCHASED SERVICES</u>							
4530	Telephone and fiber	29,047	28,714	32,400	32,400	32,400	0%
4535	Dispatch & Communication Ctr	264,207	287,593	288,000	280,000	272,000	-6%
4540	Animal Control Services	4,697	3,683	5,800	5,800	6,800	17%
		297,951	319,990	326,200	318,200	311,200	-5%
<u>SUPPLIES</u>							
4610	Office Supplies	4,078	4,654	6,000	6,000	6,000	0%
4611	Postage	1,128	971	800	800	800	0%
4612	Supplies and Tools	13,244	12,321	15,300	15,300	18,300	20%
4615	Ammunition	2,888	3,651	5,200	6,550	6,550	26%
4626	Fuel	14,334	20,227	21,000	29,000	29,000	38%
4661	Uniforms and Safety Equipment	9,666	13,014	19,900	19,900	19,400	-3%
		45,338	54,838	68,200	77,550	80,050	17%
<u>CAPITAL</u>							
4742	Mobile Equipment	38,707	173,794	119,000	119,000	136,000	14%
4743	Furniture and Equipment	6,375	-	-	-	-	N/A
4744	Computer Equipment	20,785	-	24,875	48,875	-	-100%
		65,867	173,794	143,875	167,875	136,000	-5%

Public Safety Department

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
SPECIAL PROJECTS							
4848	Cops and Kids Program	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL PUBLIC SAFETY EXPENDITURES		2,182,641	2,279,709	2,362,650	2,392,400	2,449,275	4%

Public Safety Department Administration

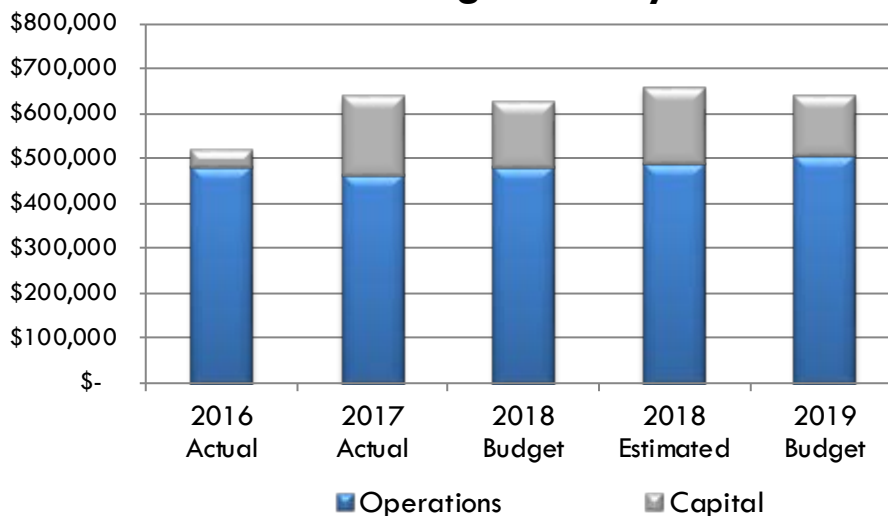
EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 247,480	\$ 241,612	\$ 229,000	\$ 229,000	\$ 238,300	4%
Personnel Services, Benefits	97,804	98,927	99,450	99,450	104,850	5%
Purchased Professional Services	5,513	2,095	3,500	4,725	4,725	35%
Purchased Property Services	79,083	65,387	87,575	87,575	88,175	1%
Other Purchased Services	29,047	28,714	32,400	32,400	32,400	0%
Supplies	19,588	25,852	27,800	35,800	35,800	29%
Operating Expenses	\$ 478,515	\$ 462,587	\$ 479,725	\$ 488,950	\$ 504,250	5%
Capital	38,707	173,794	143,875	167,875	136,000	-5%
Total Expense	\$ 517,222	\$ 636,381	\$ 623,600	\$ 656,825	\$ 640,250	3%

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

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

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

Budget History



Public Safety Department

Administration

2018 Accomplishments

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

Chief Krouse participated in an ongoing local committee/taskforce related to evaluation of emergency services responses to individuals in mental health or substance abuse crisis.

Lt. Peck has participated in the Communities That Care program as the police department's primary representative.

The department continues to be involved in instruction at CMU and the Western Colorado Peace Officers Academy.

2019 Budget Highlights

The Capital Equipment budget of \$136,000 includes three vehicle replacements (Units #8108, 8109 and 8307).

Goals and Objectives

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

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

The Administration Division continues to strive to keep up-to-date on national policing trends, issues, technologies, and challenges. The department will continue to be progressive in these areas while evaluating their applicability and appropriateness for our community. Some examples include body cameras, digital forensics, and police-community relations.

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

Public Safety Department

Administration

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-421-60-4111	Salaries, Civilian	66,700	69,218	71,400	71,400	74,300	4%
110-421-60-4112	Salaries, Officers	158,917	159,829	156,700	156,700	163,000	4%
110-421-60-4120	Part Time	21,771	12,565	-	-	-	N/A
110-421-60-4125	Contract Labor	-	-	-	-	-	N/A
110-421-60-4130	Overtime	92	-	900	900	1,000	11%
		247,480	241,612	229,000	229,000	238,300	4%
PERSONNEL SERVICES, BENEFITS							
110-421-60-4210	Health Insurance	58,235	59,472	60,300	60,300	63,800	6%
110-421-60-4220	FICA Payroll Expense	5,315	4,883	4,500	4,500	4,700	4%
110-421-60-4221	Medicare Payroll Expense	3,519	3,435	3,350	3,350	3,500	4%
110-421-60-4222	FPPA Death & Disability Insura	2,060	2,087	2,150	2,150	2,300	7%
110-421-60-4230	Retirement Contribution	3,056	3,115	3,300	3,300	3,400	3%
110-421-60-4231	Police Pension Payroll Expense	19,802	19,560	19,600	19,600	20,400	4%
110-421-60-4250	Unemployment Insurance	742	725	950	950	950	0%
110-421-60-4260	Workers Compensation Insurance	5,075	5,650	5,300	5,300	5,800	9%
		97,804	98,927	99,450	99,450	104,850	5%
PURCHASED PROFESSIONAL SERVICES							
110-421-60-4310	Professional Development	5,513	2,095	3,500	4,725	4,725	35%
		5,513	2,095	3,500	4,725	4,725	35%
PURCHASED PROPERTY SERVICES							
110-421-60-4430	Service Contracts	10,933	12,647	26,575	26,575	26,575	0%
110-421-60-4435	Fleet Maintenance Charges	68,150	52,740	61,000	61,000	61,600	1%
		79,083	65,387	87,575	87,575	88,175	1%
OTHER PURCHASED SERVICES							
110-421-60-4530	Telephone and Fiber	29,047	28,714	32,400	32,400	32,400	0%
		29,047	28,714	32,400	32,400	32,400	0%
SUPPLIES							
110-421-60-4610	Office Supplies	4,078	4,654	6,000	6,000	6,000	0%
110-421-60-4611	Postage	1,128	971	800	800	800	0%
110-421-60-4612	Supplies and Equipment	48	-	-	-	-	N/A
110-421-60-4626	Fuel	14,334	20,227	21,000	29,000	29,000	38%
		19,588	25,852	27,800	35,800	35,800	29%
CAPITAL							
110-421-60-4742	Mobile Equipment	38,707	173,794	119,000	119,000	136,000	14%
110-421-60-4744	Computer Equipment	-	-	24,875	48,875	-	-100%
		38,707	173,794	143,875	167,875	136,000	-5%
TOTAL EXPENDITURE		517,222	636,381	623,600	656,825	640,250	3%

Public Safety Department

School Resource Officer

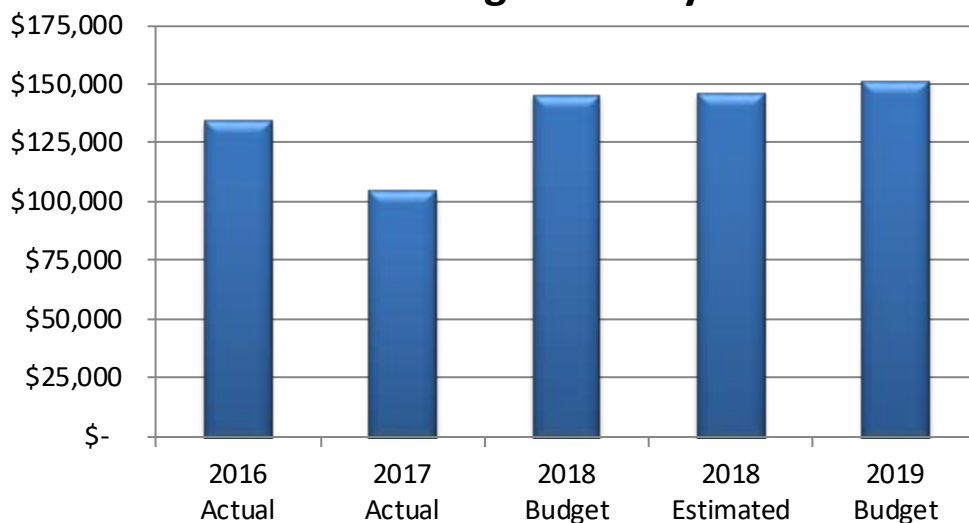
EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 88,680	\$ 68,667	\$ 96,650	\$ 96,650	\$ 100,400	4%
Personnel Services, Benefits	42,893	35,131	46,000	46,000	48,350	5%
Purchased Professional Services	2,176	-	2,500	3,350	2,500	0%
Purchased Property Services	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	N/A
Operating Expenses	\$ 133,749	\$ 103,798	\$ 145,150	\$ 146,000	\$ 151,250	4%
Capital	-	-	-	-	-	N/A
Special Projects	-	-	-	-	-	N/A
Total Expense	\$ 133,749	\$ 103,798	\$ 145,150	\$ 146,000	\$ 151,250	4%

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

The division consists of two full time SROs whose responsibilities include overseeing all public schools in the city: Shelledy Elementary, Rimrock Elementary, Fruita Middle School, the Fruita 8/9 School, and Fruita Monument High School.

The SROs attend Crisis Team meetings, safety meetings, coordinate various safety drills, handle calls for service, and assist patrol with in progress calls when available. During the summer months, the SROs are assigned to support patrol and/or assigned to special assignments.

Budget History



Public Safety Department

School Resource Officer

2018 Accomplishments

Due to officer vacancies, the SROs were needed to assist in filling patrol shifts. Even with this they maintained a strong presence in the schools.

SRO Rezak trained with School District personnel and other resource officers in the A.L.I.C.E. concept of managing active violence incidents.

The SROs, Chief, and Lieutenant participated in several meeting/discussions with other key stakeholders regarding response to school incidents.

2019 Budget Highlights

There are no significant changes in the 2019 Budget.

Goals and Objectives

Continue to provide a police presence in and around the schools for improved safety and better communication with staff, students, and parents.

Monitor our partnership with the School District and District 51 security staff.

Coordinate with patrol to participate in safety drills.

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

Public Safety Department

School Resource Officer

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Change
PERSONNEL SERVICES, SALARIES							
110-421-61-4112	Salaries, Officers	82,770	62,391	88,500	88,500	92,000	4%
110-421-61-4120	Salaries, Part time	-	-	-	-	-	N/A
110-421-61-4130	Overtime	5,910	6,276	8,150	8,150	8,400	3%
		88,680	68,667	96,650	96,650	100,400	4%
PERSONNEL SERVICES, BENEFITS							
110-421-61-4210	Health Insurance	27,084	22,061	28,750	28,750	30,200	5%
110-421-61-4221	Medicare Payroll Expense	1,229	940	1,400	1,400	1,500	7%
110-421-61-4222	FPPA Death & Disability Insura	1,043	825	1,150	1,150	1,250	9%
110-421-61-4230	Retirement Contribution	-	-	-	-	-	N/A
110-421-61-4231	Police Pension Payroll Expense	10,221	7,799	11,100	11,100	11,500	4%
110-421-61-4250	Unemployment Insurance	266	206	400	400	400	0%
110-421-61-4260	Workers Compensation Insurance	3,050	3,300	3,200	3,200	3,500	9%
		42,893	35,131	46,000	46,000	48,350	5%
PURCHASED PROFESSIONAL SERVICES							
110-421-61-4310	Professional Development	2,176	-	2,500	3,350	2,500	0%
		2,176	-	2,500	3,350	2,500	0%
PURCHASED PROPERTY SERVICES							
110-421-61-4430	Service Contracts	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
SUPPLIES							
110-421-61-4626	Fuel	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
CAPITAL							
110-421-61-4743	Furniture and equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
SPECIAL PROJECTS							
110-421-61-4848	Cops and Kids Program	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENDITURES		133,749	103,798	145,150	146,000	151,250	4%

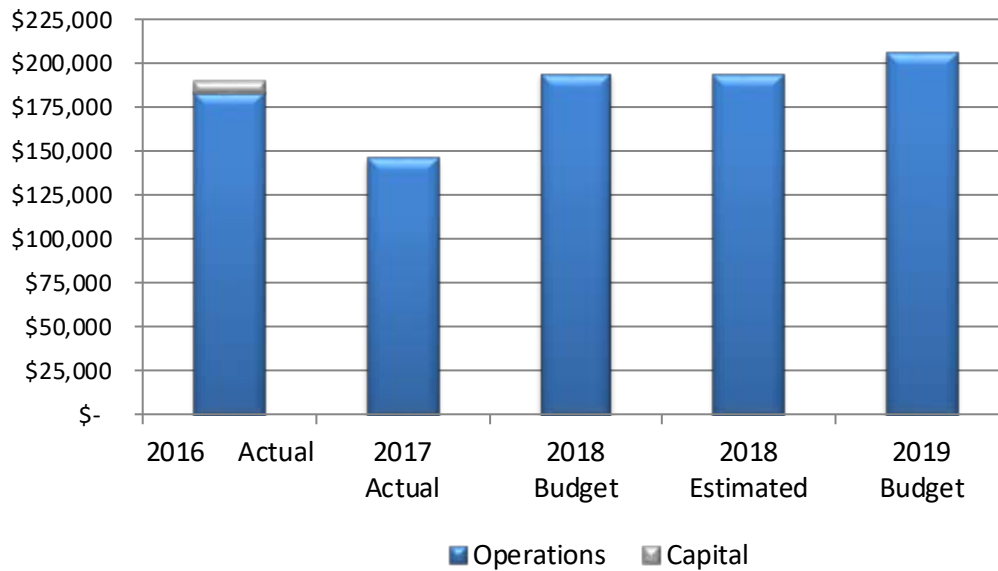
Public Safety Department

Investigations

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 128,028	\$ 100,773	\$ 133,500	\$ 133,500	\$ 142,400	7%
Personnel Services, Benefits	47,605	35,680	49,450	49,450	52,750	7%
Purchased Professional Services	1,000	1,071	2,500	2,500	2,500	0%
Supplies	6,670	7,739	8,000	8,000	8,000	0%
Operating Expenses	\$ 183,303	\$ 145,263	\$ 193,450	\$ 193,450	\$ 205,650	6%
Capital	6,375	-	-	-	-	N/A
Total Expense	\$ 189,678	\$ 145,263	\$ 193,450	\$ 193,450	\$ 205,650	6%

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

Budget History



Public Safety Department

Investigations

2018 Accomplishments

A new detective joined the division. Once trained, he quickly began taking on cases, including two “cold” cases which resulted in the identification of suspects and arrest warrants being issued.

One detective attended the *Colorado Association of Sex Crimes Investigators* conference, and a detective and the Lieutenant attended monthly seminars pertaining to child abuse/sex crimes training and peer review hosted by the *Western Slope Center for Children*.

Detectives assisted in the investigation of several significant crimes including several armed robberies and burglaries. One detective assisted the *Critical Incident Team* with officer involved shooting investigations.

Detectives participated in *Operation Cross County*, a joint task force with the FBI, the U.S. Marshalls Office, and area law enforcement, targeting human trafficking and crimes against children, resulting in six arrests.

One Detective continued to work with the *Records Division* tracking *Sex Offender* registration and compliance. This continues to be a challenge, as the number of sex offenders registering with our department is steadily increasing.

2019 Budget Highlights

There were no significant changes in the 2019 Budget except for personnel costs.

Goals and Objectives

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

Plan, research, and conduct community informational seminar(s) on crime trends occurring in the city, for example; fraud (seniors), sex crimes involving teens, and prescription drug diversion.

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

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

Train new detective upon selection to fill existing vacancy.

Public Safety Department

Investigations

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-421-62-4112	Salaries, Officers	121,815	96,355	128,200	128,200	133,500	4%
110-421-62-4130	Overtime	6,213	4,418	5,300	5,300	8,900	68%
		128,028	100,773	133,500	133,500	142,400	7%
PERSONNEL SERVICES, BENEFITS							
110-421-62-4210	Health Insurance	25,464	17,315	24,850	24,850	26,600	7%
110-421-62-4221	Medicare Payroll Expense	1,806	1,423	1,950	1,950	2,100	8%
110-421-62-4222	FPPA Death & Disability Insura	699	387	1,600	1,600	1,750	9%
110-421-62-4230	Retirement Contribution	-	-	-	-	-	N/A
110-421-62-4231	Police Pension Payroll Expense	15,102	11,803	16,050	16,050	16,700	4%
110-421-62-4250	Unemployment Insurance	384	302	550	550	600	9%
110-421-62-4260	Workers Compensation Insurance	4,150	4,450	4,450	4,450	5,000	12%
		47,605	35,680	49,450	49,450	52,750	7%
PURCHASED PROFESSIONAL SERVICES							
110-421-62-4310	Professional Development	1,000	1,071	2,500	2,500	2,500	0%
		1,000	1,071	2,500	2,500	2,500	0%
SUPPLIES							
110-421-62-4612	Supplies	6,670	7,739	8,000	8,000	8,000	0%
110-421-62-4661	Uniforms and Safety Equipment	-	-	-	-	-	N/A
		6,670	7,739	8,000	8,000	8,000	0%
CAPITAL							
110-421-62-4743	Furniture and equipment	6,375	-	-	-	-	N/A
110-421-62-4744	Computer Equipment	-	-	-	-	-	N/A
		6,375	-	-	-	-	N/A
TOTAL EXPENDITURES		189,678	145,263	193,450	193,450	205,650	6%

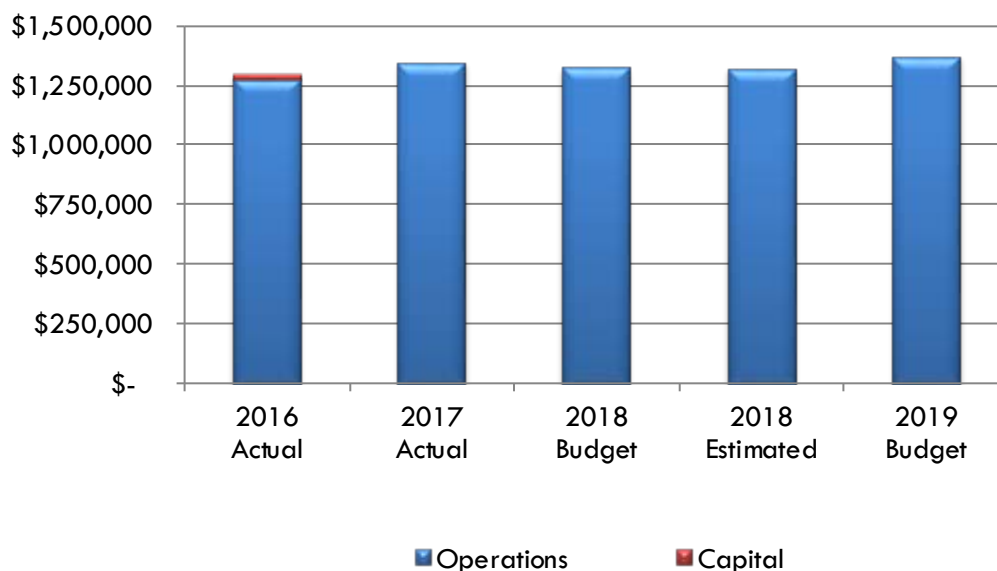
Public Safety Department

Traffic and Patrol

EXPENDITURES	2016	2017	2018	2018	2019	% Chg.
	Actual	Actual	Budget	Estimated	Budget	
Personnel Services, Salaries	\$ 684,468	\$ 724,763	\$ 697,050	\$ 697,050	\$ 734,950	5%
Personnel Services, Benefits	293,116	302,712	292,900	292,700	314,475	7%
Purchased Professional Services	11,781	6,338	10,800	13,125	10,800	0%
Other Purchased Services	264,207	287,593	288,000	280,000	272,000	-6%
Supplies	18,569	21,172	31,700	33,050	35,550	12%
Operating Expenses	\$1,272,141	\$1,342,578	\$1,320,450	\$1,315,925	\$1,367,775	4%
Capital	20,785	-	-	-	-	N/A
Total Expense	\$ 1,292,926	\$ 1,342,578	\$ 1,320,450	\$ 1,315,925	\$ 1,367,775	4%

The patrol division consists of two Sergeants, two Corporals and ten Officers, including one K-9 Handler. The responsibilities of the division include all aspects of law enforcement and community relations. Officers handle calls for service generated through the Grand Junction Regional Communications Center as well as self initiated activity, community policing projects, crime prevention, and assistance to the School Resource Officers.

Budget History



Public Safety Department

Traffic and Patrol

2018 Accomplishments

All officers are encouraged to work on a community policing project of their choosing involving community interaction which is not enforcement related. Some of the projects have become an institutional part of the police department. For example, the *Junior Citizens Police Academy* and the *Bike Rodeo* are events which have been in existence for 6+ years. The bike rodeo is a collaborative project done with the Fruita Community Center. Officers promoted *Bicycle Safety Month* in conjunction with the Mesa County Department of Health. One of our patrol Sergeants worked with CSP on the *Cops and Cars* car show and presented several "Response to Active Shooter" training classes to area businesses. The K-9 Officer hosted a *Police K-9 Agility Trial*, which was well attended and enjoyed by spectators. Other projects included: monthly meetings at *The Villages of Country Creek*, a bike registration program, and teaching at CMU and the POST Academy.

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

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

Patrol officers attended specialized training as well, to include: *Forensic Interviewing* (40 hours), *Colorado Drug Investigators Association Conference* (24 hrs.), *Crisis Intervention Teams*, *Marijuana Impaired Driving Detection*, *Less-Lethal Weapons Instructor recertification*, and *Police K-9 Certification*.

The department has two officers attending various Universities in the state, working towards a Bachelor's Degree.

2019 Budget Highlights

Significant changes in the 2019 Budget include:

- A 6% increase in personnel costs including salaries, benefits and taxes.
- A 6% decrease in 911 Dispatch charges of \$16,000.
- A 12% increase in supplies and equipment for the purchase of two tasers and ammunition.

Goals and Objectives

The patrol division is the most visible section of the police department with the greatest potential to impact our community. The priority of the division is to provide professional services, with respect and empathy, while focusing on the overall safety of our citizens and the city.

Public Safety Department

Traffic and Patrol

Continue supporting CMU-WCCC Police Academy through teaching and training opportunities, providing job enrichment for officers and recruitment opportunities.

Promote individual policing projects that engage officers with the community through non-enforcement activities.

Continue specialized and POST training for skills, supervisory potential, and increased levels of expertise in the Patrol division.

Track crime patterns and organize proactive strategies. Train officers in intelligence-lead policing strategies to increase problem-oriented proactive policing.

Public Safety Department

Traffic and Patrol

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-421-64-4112	Salaries, Officers	644,939	673,729	650,400	650,400	684,950	5%
110-421-64-4120	Part Time	-	-	-	-	-	N/A
110-421-64-4130	Overtime	39,529	51,034	46,650	46,650	50,000	7%
		684,468	724,763	697,050	697,050	734,950	5%
PERSONNEL SERVICES, BENEFITS							
110-421-64-4210	Health Insurance	170,882	175,159	167,300	167,300	180,600	8%
110-421-64-4220	FICA Payroll Expense	-	-	-	-	-	N/A
110-421-64-4221	Medicare Payroll Expense	9,750	10,327	10,150	10,150	10,700	5%
110-421-64-4222	FPPA Death & Disability	6,476	6,836	8,300	8,300	9,000	8%
110-421-64-4230	Retirement Contribution	-	-	-	-	-	N/A
110-421-64-4231	Police Pension	79,805	83,616	81,300	81,300	85,625	5%
110-421-64-4250	Unemployment Insurance	2,053	2,174	2,800	2,800	2,950	5%
110-421-64-4260	Workers Compensation Ins	24,150	24,600	23,050	22,850	25,600	11%
		293,116	302,712	292,900	292,700	314,475	7%
PURCHASED PROFESSIONAL SERVICES							
110-421-64-4310	Professional Development	11,781	6,338	10,800	13,125	10,800	0%
110-421-64-4375	Moving Expenses	-	-	-	-	-	N/A
		11,781	6,338	10,800	13,125	10,800	0%
OTHER PURCHASED SERVICES							
110-421-64-4535	Dispatch Center	264,207	287,593	288,000	280,000	272,000	-6%
110-421-64-4541	K-9 Services	-	-	-	-	-	N/A
		264,207	287,593	288,000	280,000	272,000	-6%
SUPPLIES							
110-421-64-4612	Supplies and Equipment	6,355	4,507	7,000	7,000	10,000	43%
110-421-64-4615	Ammunition	2,888	3,651	5,200	6,550	6,550	26%
110-421-64-4661	Uniforms - Safety Equip	9,326	13,014	19,500	19,500	19,000	-3%
		18,569	21,172	31,700	33,050	35,550	12%
CAPITAL							
110-421-64-4742	Mobile Equipment	-	-	-	-	-	N/A
110-421-64-4743	Furniture and Equipment	-	-	-	-	-	N/A
110-421-64-4744	Computer equipment	20,785	-	-	-	-	N/A
		20,785	-	-	-	-	N/A
TOTAL EXPENDITURES		1,292,926	1,342,578	1,320,450	1,315,925	1,367,775	4%

Public Safety Department

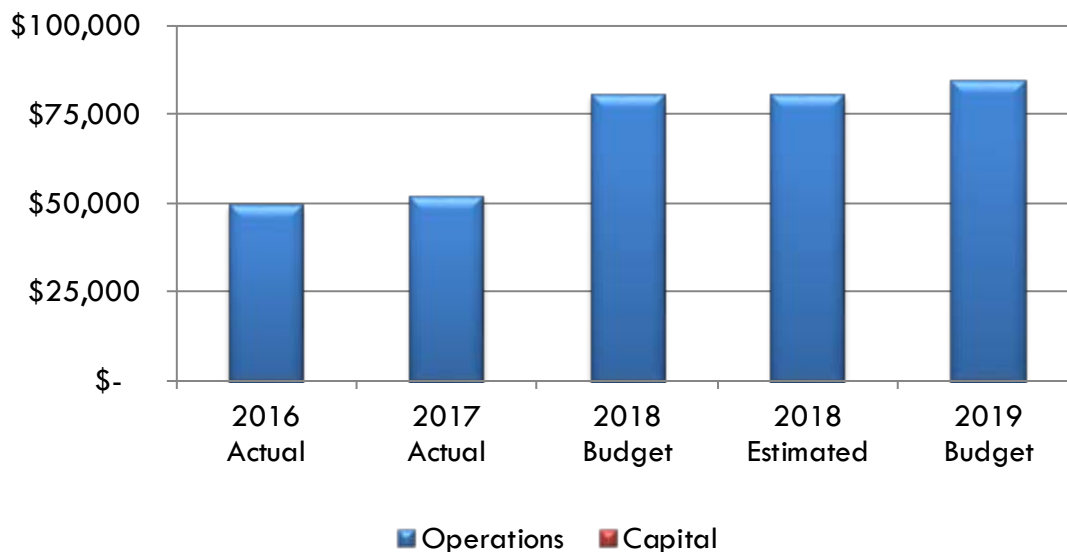
Police Support Services

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 38,025	\$ 39,500	\$ 56,700	\$ 56,700	\$ 58,900	4%
Personnel Services, Benefits	4,354	7,288	15,000	15,200	16,150	8%
Purchased Professional Services	1,479	1,143	1,500	1,500	1,500	0%
Purchased Property Services	-	-	300	300	300	0%
Other Purchased Services	4,697	3,683	5,800	5,800	6,800	17%
Supplies	511	74	700	700	700	0%
Operating Expenses	\$ 49,066	\$ 51,688	\$ 80,000	\$ 80,200	\$ 84,350	5%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 49,066	\$ 51,688	\$ 80,000	\$ 80,200	\$ 84,350	5%

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

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

Budget History



Public Safety Department

Police Support Services

2018 Accomplishments

- The Police Records section was recognized throughout the year for submitting error-free crime reporting statistics through the National Incident Based Reporting Systems (NIBRS).
- The Animal Control officer collaborated with numerous local entities such as local veterinarians, animal shelters, citizens, and Mesa County Animal Control to attempt to address issues such as feral cats and caring for injured unclaimed animals.
- An outside audit, conducted annually, of the evidence section showed compliance with best practices of evidence and property handling and storage.

2019 Budget Highlights

- The budget for Animal control services through Mesa County Animal Control increased \$1,000.
- Personnel services including salaries and benefits are budgeted to increase 4%.

Goals and Objectives

- Provide quality animal services to the citizens of Fruita, with an emphasis on finding long term solutions for chronic nuisance problems. In addition, we will continue our cooperative efforts with Mesa County Animal Services.
- Continue to educate staff and improve on best practices for evidence submission, retention, and storage.
- Find opportunities for volunteers to assist with the duties associated with police support services.

Public Safety Department

Police Support Services

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-421-65-4111	Salaries, Civilian	-	14,335	38,800	38,800	40,300	4%
110-421-65-4120	Salaries, Part time	37,974	25,042	17,200	17,200	17,850	4%
110-421-65-4130	Overtime	51	123	700	700	750	7%
		38,025	39,500	56,700	56,700	58,900	4%
PERSONNEL SERVICES, BENEFITS							
110-421-65-4210	Health Insurance	-	2,340	7,100	7,100	8,000	13%
110-421-65-4220	FICA Payroll Expense	2,400	2,488	3,550	3,550	3,650	3%
110-421-65-4221	Medicare Payroll Expense	561	582	850	850	850	0%
110-421-65-4230	Retirement Contribution	679	1,284	2,550	2,550	2,650	4%
110-421-65-4250	Unemployment Insurance	114	119	250	250	250	0%
110-421-65-4260	Workers Compensation Insurance	600	475	700	900	750	7%
		4,354	7,288	15,000	15,200	16,150	8%
PURCHASED PROFESSIONAL SERVICES							
110-421-65-4310	Professional Development	1,479	1,143	1,500	1,500	1,500	0%
		1,479	1,143	1,500	1,500	1,500	0%
PURCHASED PROPERTY SERVICES							
110-421-65-4430	Service Contracts	-	-	300	300	300	0%
		-	-	300	300	300	0%
OTHER PURCHASED SERVICES							
110-421-65-4540	Animal Control Services	4,697	3,683	5,800	5,800	6,800	17%
		4,697	3,683	5,800	5,800	6,800	17%
SUPPLIES							
110-421-65-4612	Supplies and Tools	171	74	300	300	300	0%
110-421-65-4661	Uniforms and Safety Equipment	340	-	400	400	400	0%
		511	74	700	700	700	0%
CAPITAL							
110-421-65-4742	Mobile Equipment	-	-	-	-	-	N/A
110-421-65-4743	Furniture and equipment	-	-	-	-	-	N/A
110-421-65-4744	Computer equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENDITURES		49,066	51,688	80,000	80,200	84,350	5%

Public Works Department

Public Works Department

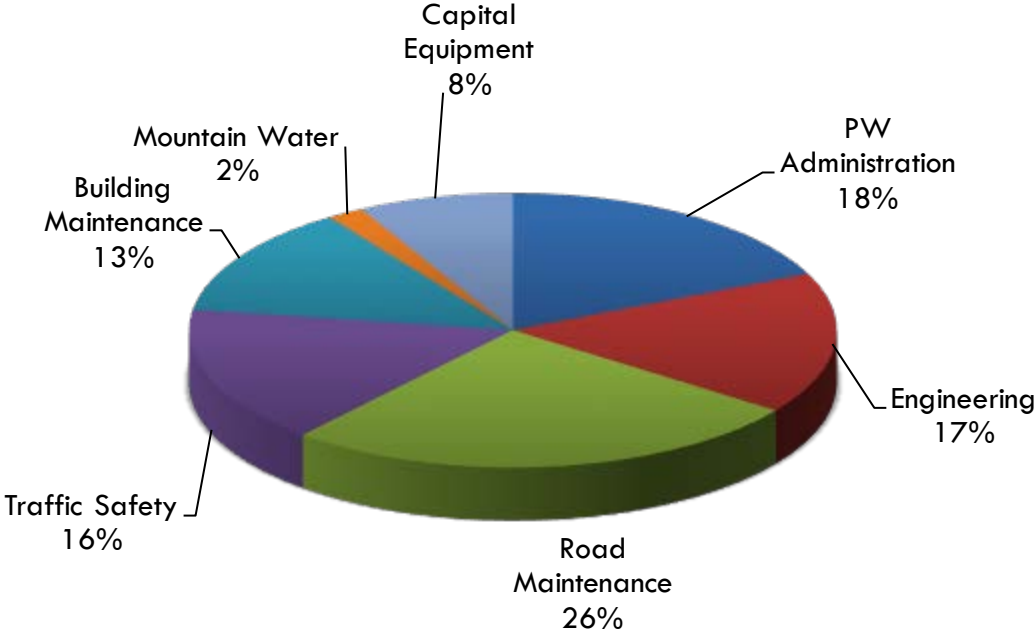
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Public Works Department

Expenses by Program	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Administration	\$ 268,873	\$ 288,182	\$ 331,150	\$ 332,525	\$ 340,000	3%
Engineering	279,263	281,804	295,000	298,025	310,850	5%
Road Maintenance	470,791	348,413	634,550	633,150	489,200	-23%
Traffic Safety	301,826	292,714	297,375	297,375	301,350	1%
Building Maintenance	213,761	215,029	223,200	223,200	242,250	9%
Mountain Water	106,944	24,747	32,800	32,800	34,125	4%
Operating Expenses	\$1,641,458	\$1,450,889	\$1,814,075	\$1,817,075	\$1,717,775	-5%
Capital	455,538	136,746	23,000	23,000	144,800	530%
Special Projects	-	-	-	-	-	N/A
Total Expense	\$ 2,096,996	\$ 1,587,635	\$ 1,837,075	\$ 1,840,075	\$ 1,862,575	1%

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

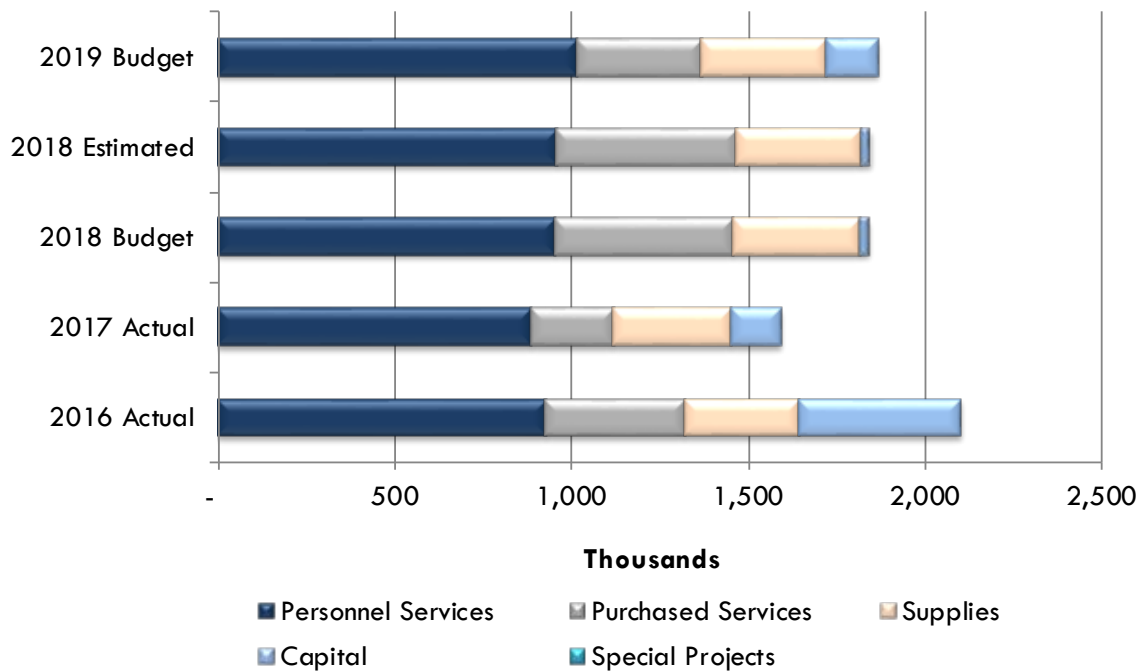
Public Works Department Programs



Public Works Department

Expenses by Type	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 663,972	\$ 633,777	\$ 680,675	\$ 686,675	\$ 716,750	5%
Personnel Services, Benefits	262,455	252,118	270,750	271,250	298,875	10%
Purchased Professional Services	52,983	7,580	17,200	17,200	17,200	0%
Purchased Property Services	333,418	218,658	482,700	482,700	324,800	-33%
Other Purchased Services	4,540	4,174	5,900	5,900	7,400	25%
Supplies	324,090	334,583	356,850	353,350	352,750	-1%
Operating Expenses	\$1,641,458	\$1,450,890	\$1,814,075	\$1,817,075	\$1,717,775	-5%
Capital	455,538	136,746	23,000	23,000	144,800	530%
Special Projects	-	-	-	-	-	N/A
Total Expense	\$ 2,096,996	\$ 1,587,636	\$ 1,837,075	\$ 1,840,075	\$ 1,862,575	1%

Budget History



Public Works Department

Factors Affecting Expenses

- Overall expenses of the Public Works Department of \$1.86 million are budgeted to increase 1% from the \$1.84 million budgeted in 2018.
- Personnel services are budgeted to increase 7% in 2018, which reflects the 5% adjustment to wages and increase in health insurance costs, and also includes the addition of a Engineering intern position.
- Purchased property services are budgeted to decrease 33%. This decrease is due to 2019 being an off-cycle year for the chipseal program resulting in a reduction of \$160,000 in chipseal expenses in 2019.
- Capital equipment expenditures of \$144,800 are budgeted to increase 530% and reflects annual changes in capital equipment needs in the Department. Capital equipment expenses include the following:
 - Replacement equipment
 - Administrative SUV (Unit#4103) - \$33,400
 - Flat bed truck with crew cab (replaces dump truck – Unit #7023) - \$68,400
 - Engineering truck (Unit #9050 – recycled to Parks) - \$28,000
 - New Equipment
 - Civic Center improvements (TBD – carpet, east door entrance, windows, sound system) - \$15,000

Personnel

There is a temporary engineering intern position included in the 2018 Budget. In addition, two Maintenance Worker I positions will be reclassified to Maintenance Worker II positions. The following chart shows staffing levels for the various programs in the Public Works Department.

Public Works Department

PUBLIC WORKS (GENERAL FUND) FUND STAFFING CHART				
Hours	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<u>Engineering</u>				
Full time employees	6,394	6,295	6,240	6,240
Part time employees	-	-	-	480
Overtime	-	-	-	-
<i>Subtotal</i>	<u>6,394</u>	<u>6,295</u>	<u>6,240</u>	<u>6,720</u>
<u>Public Works Administration</u>				
Full time employees	4,751	4,318	3,027	3,027
Part time employees	-	-	-	-
Overtime	-	1	-	-
<i>Subtotal</i>	<u>4,751</u>	<u>4,319</u>	<u>3,027</u>	<u>3,027</u>
<u>Road Maintenance</u>				
Full time employees	8,489	8,148	10,120	10,280
Part time employees	2,403	1,770	2,600	2,600
Overtime	78	65	310	310
<i>Subtotal</i>	<u>10,970</u>	<u>9,983</u>	<u>13,030</u>	<u>13,190</u>
<u>Traffic Safety</u>				
Full time employees	2,130	1,888	1,780	1,795
Part time employees	530	264	520	520
Overtime	236	200	85	85
<i>Subtotal</i>	<u>2,896</u>	<u>2,352</u>	<u>2,385</u>	<u>2,400</u>
<u>Building Maintenance</u>				
Full time employees	4,114	3,680	2,820	2,875
Part time employees	406	349	1,560	1,768
Overtime	65	36	100	110
<i>Subtotal</i>	<u>4,585</u>	<u>4,065</u>	<u>4,480</u>	<u>4,753</u>
<u>Mountain Water</u>				
Full time employees	1,429	713	1,120	1,120
Part time employees	420	108	-	-
Overtime	31	8	-	-
<i>Subtotal</i>	<u>1,880</u>	<u>829</u>	<u>1,120</u>	<u>1,120</u>
<u>Total Public Works</u>				
Full time employees	27,307	25,042	25,107	25,337
Part time employees	3,759	2,491	4,680	5,368
Overtime	410	310	495	505
Total Hours	<u>31,476</u>	<u>27,843</u>	<u>30,282</u>	<u>31,210</u>
Total FTE Equivalents	15.13	13.39	14.56	15.00

Public Works Department

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
4111	Salaries, Engineering	189,169	189,830	194,550	194,550	202,300	4%
4113	Salaries, Public Works	414,015	398,517	408,950	408,950	428,400	5%
4120	Part Time	49,679	36,625	62,400	68,400	70,400	13%
4130	Overtime	11,109	8,805	14,775	14,775	15,650	6%
		663,972	633,777	680,675	686,675	716,750	5%
PERSONNEL SERVICES, BENEFITS							
4210	Health Insurance	165,612	156,844	164,500	164,500	186,450	13%
4220	FICA Payroll Expense	40,097	38,190	42,400	42,775	44,500	5%
4221	Medicare Payroll Expense	9,378	8,931	10,000	10,100	10,500	5%
4230	Retirement Contribution	27,101	26,726	27,950	27,950	29,150	4%
4250	Unemployment Insurance	1,992	1,902	2,900	2,925	3,000	3%
4260	Workers Compensation Insurance	18,275	19,525	23,000	23,000	25,275	10%
		262,455	252,118	270,750	271,250	298,875	10%
PURCHASED PROFESSIONAL SERVICES							
4310	Professional Development	6,241	5,405	12,200	12,200	12,200	0%
4330	Legal Fees	434	-	-	-	-	N/A
4335	Engineering	46,308	2,175	5,000	5,000	5,000	0%
		52,983	7,580	17,200	17,200	17,200	0%
PURCHASED PROPERTY SERVICES							
4426	Water Line Repair	9,474	2,669	-	-	750	N/A
4427	Reservoir Maintenance	1,115	120	1,500	1,500	1,250	-17%
4430	Service Contracts	35,065	38,745	56,950	56,950	55,450	-3%
4431	Landscaping	-	-	-	-	-	N/A
4435	Fleet Maintenance Charges	120,232	104,272	170,000	170,000	171,600	1%
4440	Building Maintenance	13,399	15,396	17,500	17,500	17,500	0%
4442	Equipment Rental	204	-	1,750	1,750	1,750	0%
4450	Road Repair & Maintenance	83,520	55,536	70,000	70,000	70,000	0%
4451	Chipsealing and Patching	69,747	-	160,000	160,000	-	-100%
4452	Drainage	662	1,920	2,000	2,000	3,500	75%
4453	Street Light Repair & Maint.	-	-	3,000	3,000	3,000	0%
		333,418	218,658	482,700	482,700	324,800	-33%
OTHER PURCHASED SERVICES							
4530	Telephone	4,394	4,174	5,150	5,150	6,650	29%
4550	Printing	146	-	750	750	750	0%
4551	Publishing	-	-	-	-	-	N/A
		4,540	4,174	5,900	5,900	7,400	25%
SUPPLIES							
4610	Office Supplies	3,215	3,834	5,000	3,500	3,500	-30%
4611	Postage	50	-	100	100	100	0%
4612	Supplies and Tools	17,994	24,013	29,250	27,250	27,250	-7%
4620	Utilities	72,228	71,771	78,000	78,000	78,000	0%
4621	Street Lighting	172,283	176,147	168,000	168,000	168,000	0%

Public Works Department

Expenses

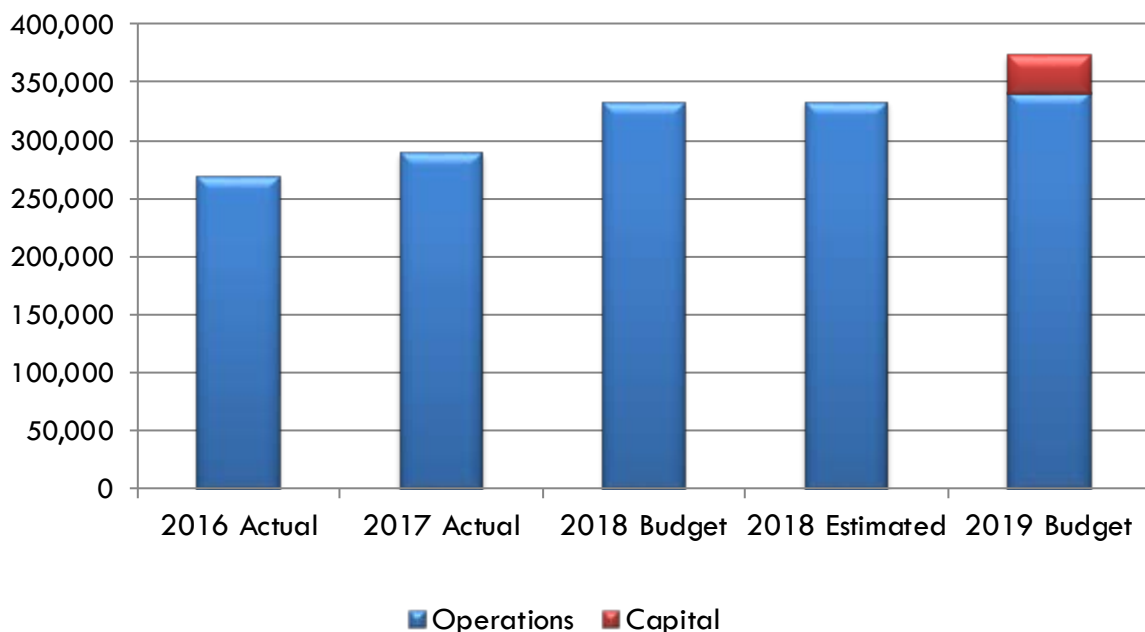
Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
SUPPLIES (continued)							
4626	Fuel	23,228	24,115	34,100	34,100	33,500	-2%
4641	Snow and Ice Removal	10,382	9,681	10,000	10,000	10,000	0%
4642	Signs and Paint	20,457	18,243	20,750	20,750	20,750	0%
4651	Weed Control	2,045	3,602	4,000	4,000	4,000	0%
4661	Uniforms	2,178	3,043	5,650	5,650	5,650	0%
4662	Safety Equipment	30	134	2,000	2,000	2,000	0%
		324,090	334,583	356,850	353,350	352,750	-1%
CAPITAL							
4742	Mobile Equipment	444,750	134,010	-	-	129,800	N/A
4743	Furniture and Equipment	4,000	2,736	23,000	23,000	15,000	-35%
4744	Computer Equipment	6,788	-	-	-	-	N/A
		455,538	136,746	23,000	23,000	144,800	530%
SPECIAL PROJECTS							
4822	Electrical and HVAC Imp.	-	-	-	-	-	N/A
4825	US 6 Access Control Plan	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL PUBLIC WORKS EXPENDITURES		2,096,996	1,587,636	1,837,075	1,840,075	1,862,575	1%

Public Works Department Administration

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 103,178	\$ 122,770	\$ 93,800	\$ 93,800	\$ 97,500	4%
Personnel Services, Benefits	36,699	45,729	34,000	35,375	36,800	8%
Purchased Professional Services	3,649	4,383	8,200	8,200	8,200	0%
Purchased Property Services	119,326	106,992	182,750	182,750	184,350	1%
Other Purchased Services	2,167	1,839	2,500	2,500	3,500	40%
Supplies	3,854	6,469	9,900	9,900	9,650	-3%
Operating Expenses	\$ 268,873	\$ 288,182	\$ 331,150	\$ 332,525	\$ 340,000	3%
Capital	-	-	-	-	33,400	N/A
Total Expense	\$ 268,873	\$ 288,182	\$ 331,150	\$ 332,525	\$ 373,400	13%

The Public Works Administration program is responsible for the overall operational and administrative functions of all Public Works programs that are funded through the General Fund. This includes coordination, planning, and management for the City's infrastructure. The division is responsible for coordinating and permitting all work within the right-of-way. This division manages the operations and budget for Public Works.

Budget History



Public Works Department

Administration

2018 Accomplishments

- Developed bi-monthly training program focused on safety, emergency preparedness, and staff development.
- Implemented work order system to optimize work flow operations and track allocation of resources.
- Assembled information for performance measurements already being utilized and identified key performance measurements to monitor related to providing high quality core services.

2019 Budget Highlights

- The 2019 budget includes \$33,500 to replace the primary vehicle used for administrative in-town use and for out-of-town travel for other departments.
- Continue to implement and build work order system data to more effectively meet the work flow and resource allocation goals.

Goals and Objectives

- All the programs within the Public Works Department are dedicated to maintaining and improving the Quality of Place in Fruita by providing core services and essential infrastructure. The Public Works Administration oversees these programs to ensure the core services are provided safely and to maximize the use of available resources.
- The Public Works Administrations looks to continue to build upon monitoring asset management tools to assist in evaluating and prioritizing repair & maintenance operations for the City. This will include continuing to evaluate infrastructure inventories for streets and sidewalks, as well as more comprehensively identifying capital needs to meet the growing needs of the City.

Public Works Department

Administration

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-431-50-4113	Salaries, Public Works	103,150	122,751	93,800	93,800	97,500	4%
110-431-50-4120	Salaries, Part time	-	-	-	-	-	N/A
110-431-50-4130	Overtime	28	19	-	-	-	N/A
		103,178	122,770	93,800	93,800	97,500	4%
PERSONNEL SERVICES, BENEFITS							
110-431-50-4210	Health Insurance	22,591	30,189	21,550	21,550	23,900	11%
110-431-50-4220	FICA Payroll Expense	6,102	7,393	5,850	5,850	6,050	3%
110-431-50-4221	Medicare Payroll Expense	1,427	1,729	1,400	1,400	1,450	4%
110-431-50-4230	Retirement Contribution	4,619	5,524	4,250	4,250	4,400	4%
110-431-50-4250	Unemployment Insurance	310	369	400	400	400	0%
110-431-50-4260	Workers Compensation Ins	1,650	525	550	1,925	600	9%
		36,699	45,729	34,000	35,375	36,800	8%
PURCHASED PROFESSIONAL SERVICES							
110-431-50-4310	Professional Development	3,649	4,383	8,200	8,200	8,200	0%
		3,649	4,383	8,200	8,200	8,200	0%
PURCHASED PROPERTY SERVICES							
110-431-50-4430	Service Contracts	1,619	2,720	12,750	12,750	12,750	0%
110-431-50-4435	Fleet Maintenance Charges	117,707	104,272	170,000	170,000	171,600	1%
		119,326	106,992	182,750	182,750	184,350	1%
OTHER PURCHASED SERVICES							
110-431-50-4530	Telephone	2,167	1,839	2,500	2,500	3,500	40%
		2,167	1,839	2,500	2,500	3,500	40%
SUPPLIES							
110-431-50-4610	Office Supplies	1,990	2,717	2,000	2,000	2,000	0%
110-431-50-4626	Fuel	51	634	750	750	500	-33%
110-431-50-4661	Uniforms	1,783	2,984	5,150	5,150	5,150	0%
110-431-50-4662	Safety Equipment	30	134	2,000	2,000	2,000	0%
		3,854	6,469	9,900	9,900	9,650	-3%
CAPITAL							
110-431-50-4742	Mobile Equipment	-	-	-	-	33,400	N/A
110-431-50-4743	Furniture and equipment	-	-	-	-	-	N/A
		-	-	-	-	33,400	N/A
TOTAL ROAD ADMINISTRATION		268,873	288,182	331,150	332,525	373,400	13%

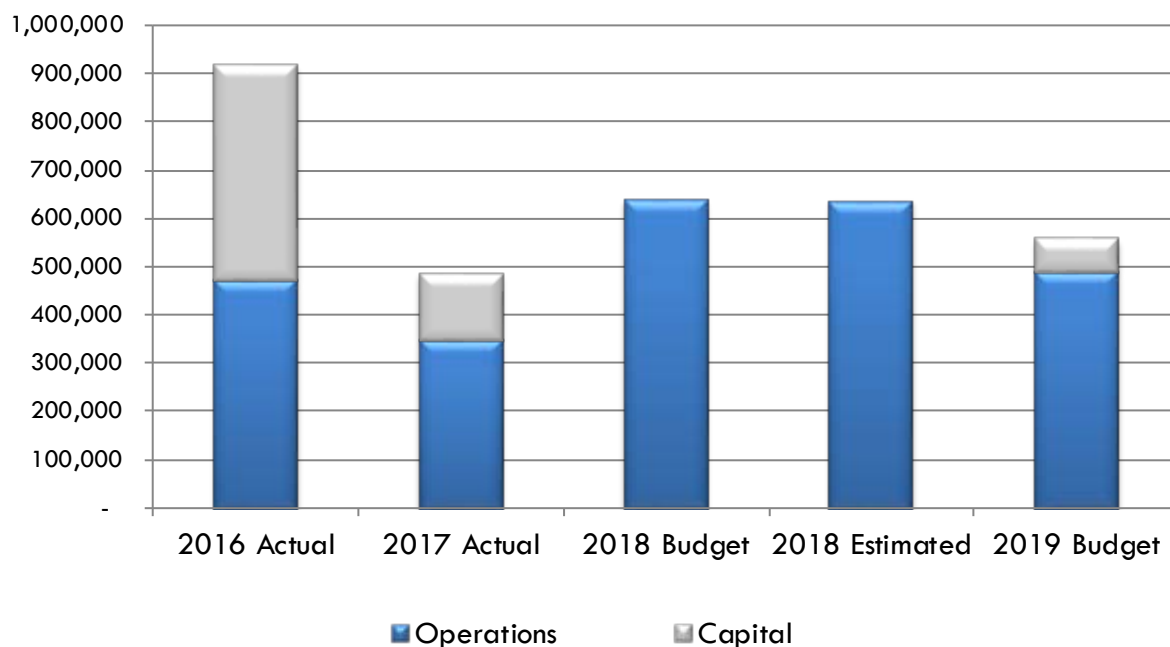
Public Works Department

Road Maintenance

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 206,789	\$ 186,252	\$ 250,750	\$ 250,750	\$ 260,550	4%
Personnel Services, Benefits	82,038	75,002	108,050	106,650	112,900	4%
Purchased Professional Services	-	-	-	-	-	N/A
Purchased Property Services	155,822	57,456	236,750	236,750	76,750	-68%
Other Purchased Services	-	-	-	-	-	N/A
Supplies	26,142	29,703	39,000	39,000	39,000	0%
Operating Expenses	\$ 470,791	\$ 348,413	\$ 634,550	\$ 633,150	\$ 489,200	-23%
Capital	444,750	136,746	-	-	68,400	N/A
Total Expense	\$ 915,541	\$ 485,159	\$ 634,550	\$ 633,150	\$ 557,600	-12%

The Road Maintenance division is responsible for maintaining streets, sidewalks, bridges, and storm drains. These assets are critical components of the City’s infrastructure and are maintained to extend the life expectancy of the transportation system. This includes routine maintenance activities such as asphalt patching, crack sealing, street sweeping, right-of-way weed control, and cleaning storm drainage systems. It also includes managing larger repair projects such as chip sealing and overlaying of streets.

Budget History



Public Works Department

Road Maintenance

2018 Accomplishments

- City road crews worked in conjunction with Mesa County to chip seal over 7.5 miles on 21 different streets throughout the City. This partnership allowed the City to complete a large chip seal project for approximately \$1.35 per square yard, which is roughly a 45% savings over the last time the City contracted out the work in 2015.
- Completed 32 patches requiring over 110 tons of asphalt.
- Applied magnesium chloride and graded gravel roads in the City to improve ride quality and for dust control.
- Crack seal operations were completed in preparation for sections of roadway that were chip sealed and on various other streets throughout the City to reduce deterioration of the roadway.

2019 Budget Highlights

- Chip sealing will continue to follow an alternating year schedule to maximize efficiencies with Mesa County chip seal operations. This means that no funds are being budgeted for chip seal in 2019. Additional staff is projected to be needed in 2020 if the City is to perform chip seal operations.
- The Road Maintenance budget includes the scheduled replacement of a 1-Ton dump truck with a similar size vehicle that has a crew cab and flat bed.
- The service contracts budget for road maintenance is being reduced by \$1,500 in 2019 due to changes in software subscriptions.
- The drainage budget for road maintenance is being increased to \$3,500 to address some of the maintenance issues with road-side ditches and culverts.

Goals

Road Maintenance is a core service of the City that promotes the Quality of Place by providing efficient and safe transportation systems. The Road Maintenance division strives to complete preventative road maintenance repairs through patching, chip sealing and crack sealing throughout the year to reduce long-term costs associated with full roadway reconstruction projects. The overlay program will continue to prioritize maintenance based upon the Pavement Surface Evaluation Rating (PASER) condition index, traffic volumes, location & proximity, and consider combining efforts with utility and other projects.

Objectives

- As development increases, the use of impact fees needs to be evaluated more frequently to effectively address the impacts of development. Road Maintenance strives to incorporate the use of chip seal and transportation fees as part of larger projects to recognize economies of scale and provide improvements as cost efficiently as possible.

Public Works Department

Road Maintenance

- Continue to remove hazardous trees along the road corridors.
- Continue street sweeping program to improve cleanliness of streets and improve water quality of surface drainage.

Public Works Department

Road Maintenance

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-431-51-4113	Salaries, Public Works	172,730	162,207	207,200	207,200	217,000	5%
110-431-51-4120	Part Time	31,925	21,989	34,650	34,650	34,200	-1%
110-431-51-4130	Overtime	2,134	2,056	8,900	8,900	9,350	5%
		206,789	186,252	250,750	250,750	260,550	4%
PERSONNEL SERVICES, BENEFITS							
110-431-51-4210	Health Insurance	49,173	42,827	64,400	64,400	66,700	4%
110-431-51-4220	FICA Payroll Expense	12,584	11,259	15,600	15,600	16,200	4%
110-431-51-4221	Medicare Payroll Expense	2,943	2,633	3,650	3,650	3,800	4%
110-431-51-4230	Retirement Contribution	7,843	7,299	9,750	9,750	10,200	5%
110-431-51-4250	Unemployment Insurance	620	559	1,050	1,050	1,100	5%
110-431-51-4260	Workers Compensation Ins	8,875	10,425	13,600	12,200	14,900	10%
		82,038	75,002	108,050	106,650	112,900	4%
PURCHASED PROFESSIONAL SERVICES							
110-431-51-4310	Professional Development	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
PURCHASED PROPERTY SERVICES							
110-431-51-4430	Service Contracts	1,689	-	3,000	3,000	1,500	-50%
110-431-51-4431	Landscaping	-	-	-	-	-	N/A
110-431-51-4435	Fleet Maintenance Charges	-	-	-	-	-	N/A
110-431-51-4442	Equipment Rental	204	-	1,750	1,750	1,750	0%
110-431-51-4450	Road Repair & Maintenance	83,520	55,536	70,000	70,000	70,000	0%
110-431-51-4451	Chipsealing and Patching	69,747	-	160,000	160,000	-	-100%
110-431-51-4452	Drainage	662	1,920	2,000	2,000	3,500	75%
		155,822	57,456	236,750	236,750	76,750	-68%
OTHER PURCHASED SERVICES							
110-431-51-4530	Telephone	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
SUPPLIES							
110-431-51-4612	Supplies and Tools	5,824	7,373	9,000	9,000	9,000	0%
110-431-51-4626	Fuel	18,273	18,728	26,000	26,000	26,000	0%
110-431-51-4651	Weed Control	2,045	3,602	4,000	4,000	4,000	0%
110-431-51-4661	Uniforms	-	-	-	-	-	N/A
110-431-51-4662	Safety Equipment	-	-	-	-	-	N/A
		26,142	29,703	39,000	39,000	39,000	0%
CAPITAL							
110-431-51-4742	Mobile Equipment	444,750	134,010	-	-	68,400	N/A
110-431-51-4743	Furniture and Equipment	-	2,736	-	-	-	N/A
110-431-51-4744	Computer Equipment	-	-	-	-	-	N/A
		444,750	136,746	-	-	68,400	N/A
TOTAL ROAD MAINTENANCE		915,541	485,159	634,550	633,150	557,600	-12%

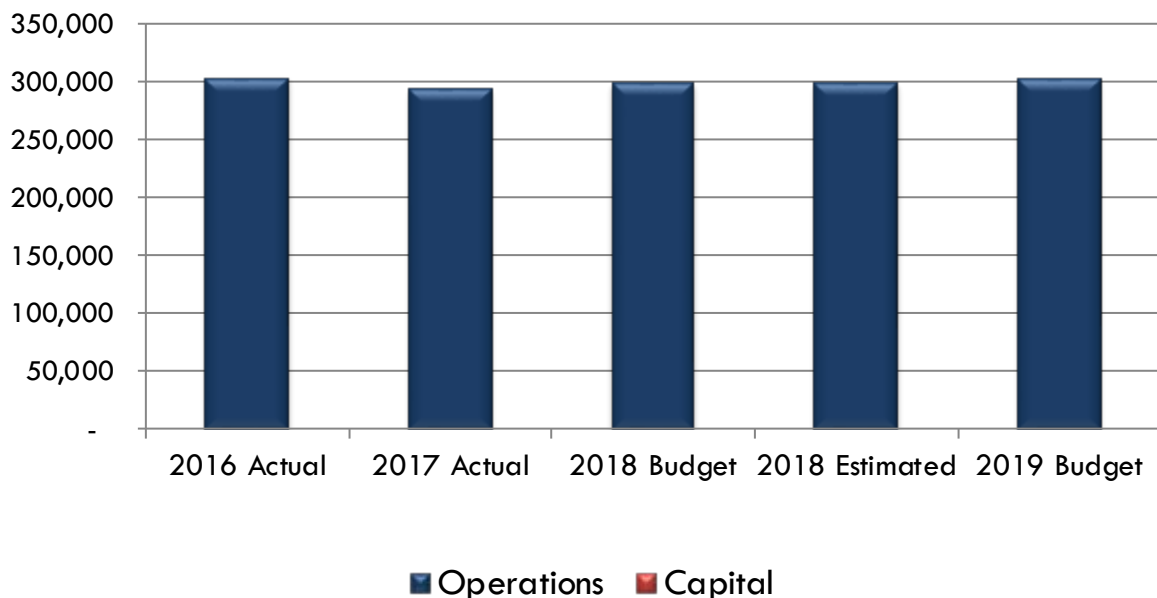
Public Works Department

Traffic Safety

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 53,411	\$ 40,808	\$ 44,575	\$ 44,575	\$ 47,000	5%
Personnel Services, Benefits	23,793	20,719	21,200	21,200	22,750	7%
Purchased Professional Services	-	-	-	-	-	N/A
Purchased Property Services	20,738	24,264	29,000	29,000	29,000	0%
Supplies	203,884	206,923	202,600	202,600	202,600	0%
Operating Expenses	\$ 301,826	\$ 292,714	\$ 297,375	\$ 297,375	\$ 301,350	1%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 301,826	\$ 292,714	\$ 297,375	\$ 297,375	\$ 301,350	1%

The Traffic Safety program objective is to design and regulate the safe traffic flow for vehicles, pedestrians, and bicycles. This program is responsible for snow removal, curb and crosswalk painting, street striping, traffic and street signage, street lighting, and traffic control permits (TCPs). The Traffic Safety Division works with Engineering, Police, Planning, and other City staff assigned to the Traffic Committee to implement changes focused on making our roads safer for vehicles, bicyclists, and pedestrians. This includes installing and maintaining crosswalks, signage, and other pavement markings.

Budget History



Public Works Department

Traffic Safety

2018 Accomplishments

- Provided traffic control for smaller capital projects and some special events. This included all traffic control for the biennial chip seal project, Mike the Headless Chicken festival, Truck-n-Treat, Fruita Fourth Friday, Bike Rodeo, and the Sweetheart Run.
- Contracted out truck-mounted spraying of 269,597 feet of street striping. Staff completed 18,000 feet (58 gallons) of additional striping for parking stalls, bike lanes, and tapers.
- Installed new thermoplastic pavement markings at 19 existing crosswalk locations. Thermoplastic pavement markings provide higher durability, prolonged reflectivity, and reduced life cycle costs.
- Installed the first pedestrian actuated flashing crosswalk signage on Ottley Avenue at the Fremont Street crossing. These enhanced safety measures were warranted due to the length of the crossing, speed of the vehicles, and the amount of pedestrians to/from Rim Rock Elementary.
- Installed 2 new school zone flashing beacons on Ottley Avenue between Shelledy Elementary and Fruita Middle School.
- Completed 76 individual sign projects that included installing new stop signs, street name signs, parking signs, and school zone signs.
- Installed a new Grand Valley Transit bus stop on the 400 block of west Aspen Avenue.
- This past winter was mild but still required crews to be called in after hours on 12 separate occasions for snow removal or to address icy roads. This equated to roughly 30% of the overtime budget for road maintenance & traffic safety.
- Assisted in evaluation of the safety of pedestrian facilities and helped to prioritize sidewalk replacement funds toward reducing tripping hazards. This included sidewalk grinding at approximately 75 different locations throughout the city.

2019 Budget Highlights

- Signs budget will focus on replacing street name signs along major collectors to meet new standards. This will be a multi-year project and will be completed as resources allow. No additional funds for signs are included in the 2019 budget.
- Complete a city-wide crosswalk safety study that can be used to help prioritize future crosswalk improvements.

Goals and Objectives

- Providing a safe transportation system for the traveling public is a core function of the City that supports the Quality of Place for the entire community. The goal of the Traffic Safety division is to objectively evaluate the safety for all modes of transportation and provide physical measures (e.g. signage, pavement markings, geometric roadway features, etc.) that

Public Works Department

Traffic Safety

can reduce accidents. Traffic Safety also strives to educate pedestrians, bicyclists, and motorists on traffic safety.

- Complete traffic studies and respond to citizen requests made within one month.
- Focus on traffic circulation impacts due to growth and development. This will include collecting updated traffic counts on major collector roadways impacted by recent development to assist in the evaluation of safety issues.
- Input sidewalk condition ratings and evaluations into GIS database.

Public Works Department

Traffic Safety

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-431-52-4113	Salaries, Public Works	39,805	32,368	35,000	35,000	37,300	7%
110-431-52-4120	Part Time	7,359	2,894	6,950	6,950	6,900	-1%
110-431-52-4130	Overtime	6,247	5,546	2,625	2,625	2,800	7%
		53,411	40,808	44,575	44,575	47,000	5%
PERSONNEL SERVICES, BENEFITS							
110-431-52-4210	Health Insurance	16,624	14,462	13,650	13,650	14,750	8%
110-431-52-4220	FICA Payroll Expense	3,236	2,414	2,800	2,800	2,900	4%
110-431-52-4221	Medicare Payroll Expense	757	564	650	650	700	8%
110-431-52-4230	Retirement Contribution	1,791	1,457	1,700	1,700	1,800	6%
110-431-52-4250	Unemployment Insurance	160	122	200	200	200	0%
110-431-52-4260	Workers Compensation Ins	1,225	1,700	2,200	2,200	2,400	9%
		23,793	20,719	21,200	21,200	22,750	7%
PURCHASED PROFESSIONAL SERVICES							
110-431-52-4310	Professional Development	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
PURCHASED PROPERTY SERVICES							
110-431-52-4430	Service Contracts	20,738	24,264	26,000	26,000	26,000	0%
110-431-52-4435	Fleet Maintenance Charges	-	-	-	-	-	N/A
110-431-52-4453	Street Light Repair & Maint.	-	-	3,000	3,000	3,000	0%
		20,738	24,264	29,000	29,000	29,000	0%
SUPPLIES							
110-431-52-4612	Supplies and Tools	1,398	1,384	2,000	2,000	2,000	0%
110-431-52-4621	Street Lighting	172,283	176,147	168,000	168,000	168,000	0%
110-431-52-4626	Fuel	177	1,564	2,600	2,600	2,600	0%
110-431-52-4641	Snow and Ice Removal	10,383	9,681	10,000	10,000	10,000	0%
110-431-52-4642	Signs and Paint	19,643	18,147	20,000	20,000	20,000	0%
110-431-52-4661	Uniforms	-	-	-	-	-	N/A
110-431-52-4662	Safety Equipment	-	-	-	-	-	N/A
		203,884	206,923	202,600	202,600	202,600	0%
CAPITAL							
110-431-52-4742	Mobile Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL TRAFFIC SAFETY		301,826	292,714	297,375	297,375	301,350	1%

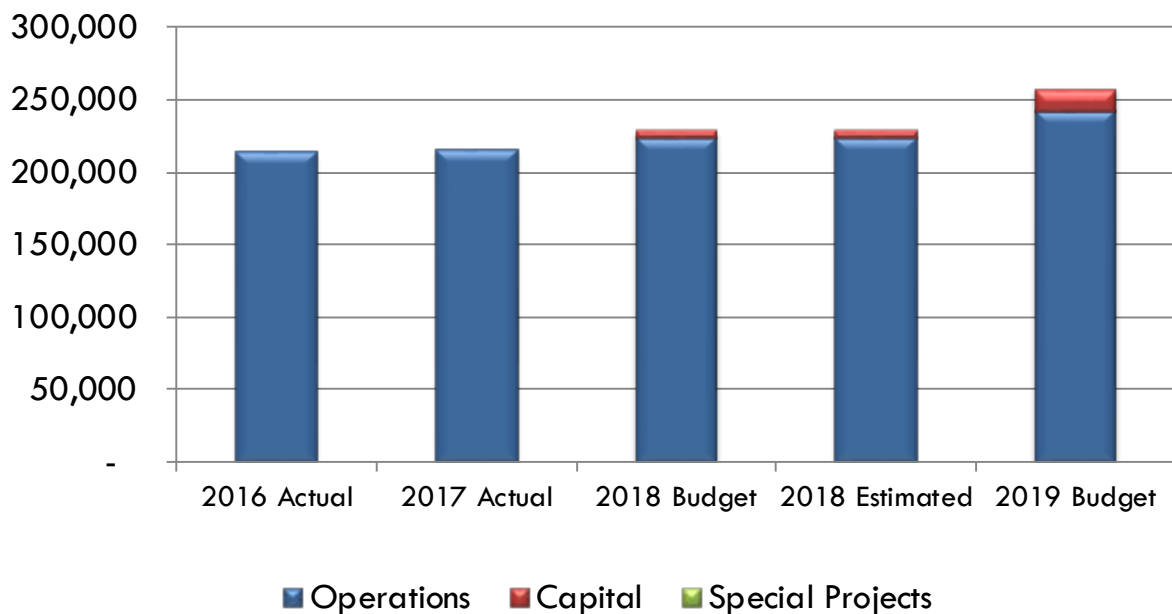
Public Works

Building Maintenance

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 77,783	\$ 72,762	\$ 76,550	\$ 76,550	\$ 82,100	7%
Personnel Services, Benefits	31,495	30,160	23,750	23,750	36,850	55%
Purchased Professional Services	20,524	23,613	28,500	28,500	28,500	0%
Purchased Property Services	576	605	650	650	650	0%
Supplies	\$ 83,383	\$ 87,889	\$ 93,750	\$ 93,750	\$ 94,150	0%
Operating Expenses	213,761	215,029	223,200	223,200	242,250	9%
Capital	-	-	5,000	5,000	15,000	200%
Special Projects	-	-	-	-	-	N/A
Total Expense	\$ 213,761	\$ 215,029	\$ 228,200	\$ 228,200	\$ 257,250	13%

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

Budget History



Public Works

Building Maintenance

2018 Accomplishments

- Removed three 40-year-old forced air shop heaters and installed 2 new upgraded heaters.
- Finalized conversion of space in Civic Center basement to long-term storage area for Administration. This included repairing walls & ceiling, purchasing & assembling shelving units, and relocation of file cabinets.
- Coordinated with business incubator to renovate space in Civic Center for FWorks shared-use working space, which included new electronic door hardware and the installation of new LED lighting.
- Installed a washer and dryer at the City Shops building to launder cleaning supplies (rags and towels), as well as cleaning clothing of personnel that may be exposed to hazardous materials.

2019 Budget Highlights

- In addition to the ongoing maintenance operations, \$15,000 has been included in the Building Maintenance budget for 2019 to complete one of the following projects in the Civic Center facility.
 - Replace carpet on second floor.
 - Replace door and hardware for east entrance.
 - Replace windows in space previously occupied by DMV.
 - Upgrade audio/visual system in Council Chambers.
- The fuel budget for building maintenance has also been increased by \$400 in 2019 to account for additional usage and higher fuel costs.

Goals and Objectives

- The Building Maintenance program is focused on providing quality facilities to assure that all buildings are kept in an attractive, safe, and operational condition at all times. This is a core service of the city and helps to support the Quality of Place for the residents.
- Provide regular custodial services that provide sanitary and safe work environment for all staff and building users.
- Evaluate condition and optimize efficiency of existing HVAC systems.

Public Works Department

Building Maintenance

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-431-54-4113	Salaries, Public Works	70,962	67,432	52,500	52,500	55,300	5%
110-431-54-4120	Part Time	4,873	4,359	20,800	20,800	23,300	12%
110-431-54-4130	Overtime	1,948	971	3,250	3,250	3,500	8%
		77,783	72,762	76,550	76,550	82,100	7%
PERSONNEL SERVICES, BENEFITS							
110-431-54-4210	Health Insurance	19,229	17,706	11,850	11,850	24,050	103%
110-431-54-4220	FICA Payroll Expense	4,690	4,338	4,750	4,750	5,100	7%
110-431-54-4221	Medicare Payroll Expense	1,097	1,014	1,150	1,150	1,200	4%
110-431-54-4230	Retirement Contribution	3,171	3,284	2,500	2,500	2,650	6%
110-431-54-4250	Unemployment Insurance	233	218	350	350	350	0%
110-431-54-4260	Workers Compensation Insu	3,075	3,600	3,150	3,150	3,500	11%
		31,495	30,160	23,750	23,750	36,850	55%
PURCHASED PROPERTY SERVICES							
110-431-54-4430	Service Contracts	7,125	8,217	11,000	11,000	11,000	0%
110-431-54-4435	Fleet Maintenance Charges	-	-	-	-	-	N/A
110-431-54-4440	Building Maintenance	13,399	15,396	17,500	17,500	17,500	0%
		20,524	23,613	28,500	28,500	28,500	0%
OTHER PURCHASED SERVICES							
110-431-54-4530	Telephone	576	605	650	650	650	0%
		576	605	650	650	650	0%
SUPPLIES							
110-431-54-4612	Supplies and Tools	8,773	14,011	13,000	13,000	13,000	0%
110-431-54-4620	Utilities	72,229	71,771	78,000	78,000	78,000	0%
110-431-54-4626	Fuel	1,567	2,011	2,000	2,000	2,400	20%
110-431-54-4642	Signs	814	96	750	750	750	0%
110-431-54-4661	Uniforms	-	-	-	-	-	N/A
110-431-54-4662	Safety equipment	-	-	-	-	-	N/A
		83,383	87,889	93,750	93,750	94,150	0%
CAPITAL							
110-431-54-4742	Mobile Equipment	-	-	-	-	-	N/A
110-431-54-4743	Furniture and Equipment	-	-	5,000	5,000	15,000	200%
		-	-	5,000	5,000	15,000	200%
SPECIAL PROJECTS							
110-431-54-4822	Electrical and HVAC Imp.	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL BUILDING MAINTENANCE		213,761	215,029	228,200	228,200	257,250	13%

Public Works Department

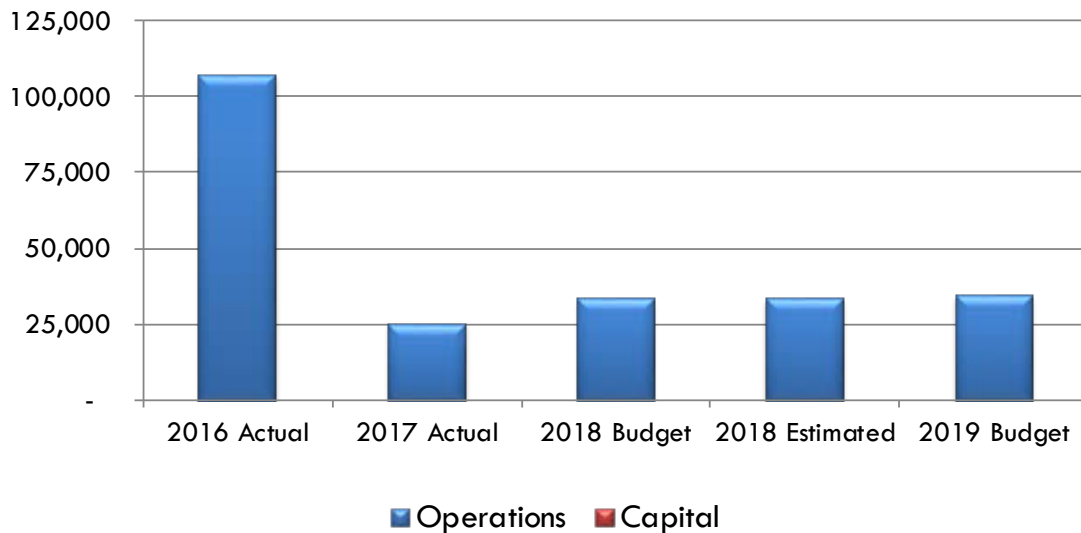
Mountain Water

EXPENDITURES

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 33,642	\$ 15,353	\$ 20,450	\$ 20,450	\$ 21,300	4%
Personnel Services, Benefits	12,810	5,663	7,600	7,600	8,075	6%
Purchased Professional Services	45,734	-	-	-	-	N/A
Purchased Property Services	10,588	2,790	1,500	1,500	2,000	33%
Supplies	4,170	941	3,250	3,250	2,750	-15%
Operating Expenses	\$ 106,944	\$ 24,747	\$ 32,800	\$ 32,800	\$ 34,125	4%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 106,944	\$ 24,747	\$ 32,800	\$ 32,800	\$ 34,125	4%

The Mountain Water program consists of maintaining water rights and properties on Pinon Mesa. This consists of delivery of water for beneficial use, as well as storage of water in reservoirs for recreational purposes.

Budget History



Public Works Department

Mountain Water

2018 Accomplishments

The 2018 water year was extremely dry and resulted in most of the Fruita reservoirs operating at less than half full for much of the year. The City continued to deliver water to the Glade Park Pipeline Water Users Association (GPPWUA) and others with existing water lease agreements but encouraged users to conserve water as much as possible. Despite the limited amount of water, the following actions were accomplished:

- Renewed lease agreement with GPPWUA for a 5-year term for the delivery of water in exchange for pipeline maintenance and monitoring responsibilities for a portion of the system.
- Trained five GPPWUA personnel in monitoring of reservoir levels and measuring devices on the system.
- Alternated reservoir and water delivery monitoring with GPPWUS bi-weekly for Water Districts No. 42 and 73 to comply with the requirements of the Colorado Division of Water Resources.
- GPPWUA replaced a total of 3,088 feet of pipeline this year with over 500 volunteer man-hours.
- Mesa County, GPPWUA, and the City of Fruita worked together to replace 120 feet of pipe across S. 16 1/2 Road near mile marker 4.
- Released approximately 65 acre-feet of water to Ron Tipping from Enoch Reservoir. The City was not able to deliver the entire contracted amount of 100-acre feet due to the dry weather and lack of water storage available.
- Reservoir #2 has been restricted from storing any water by the State since 2017 due to safety concerns with the stability of the dam. No actions were taken in 2018 toward the design or repair of the dam.

2019 Budget Highlights

- Continue pipeline repairs as needed and provide irrigation water distribution.
- Continue work with GPPWUA to provide training and coordinate monitoring of water levels & flows for submittal to the State.
- The 2019 budget includes \$1,250 for reservoir maintenance to address some of the concerns identified by the State Dam Inspector and \$750 for pipeline repairs and maintenance.

Public Works Department

Mountain Water

Goals and Objectives

- The mountain water program is not a core service of the City. The goals for this program are focused on maintaining the water rights, delivery of water to obligated users, and managing the properties at a minimum level of service until a sustainable plan can be developed to support the strategic outcomes desired by the City.
- 2019 objectives will include focusing on identifying partnerships that can improve recreational use of the Fruita Division of the National Forest through land management and/or maintain the water infrastructure. If dry weather continues, then the City may not be able to keep water in the reservoirs or deliver water to downstream users. The City intends to provide a minimum level of service of the existing system in 2019 that are focused on the following objectives:
 - Monitor & make adjustments of water system in collaboration with GPPWUA, and maintain water records in compliance with the Colorado Division of Water Resource.
 - Maintain irrigation water distribution to GPPWUA as needed throughout the entire irrigation season, if water is available.
 - Continue to mark all pipeline appurtenances (e.g. valves, spring boxes, air vacs, low point drains, etc.) and build infrastructure maintenance data in collaboration with GPPWUA.
 - Replace 100 feet of pipeline on Todd Ridgley's property where pipeline is leaking.
 - Replace 100 feet of pipeline on Stan Muhr's property where pipeline is leaking.
 - GPPWUA plans to replace 1300+ feet of pipeline on the north end after system is shut down for winter.
 - GPPWUA plans to replace 500 feet of pipeline on south end near the pavement end after system is shut down for winter.
 - City plans to remove all electronic flow meters and have them serviced over the winter.

Public Works Department

Mountain Water

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estiamted	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-431-70-4113	Salaries, Public Works	27,368	13,758	20,450	20,450	21,300	4%
110-431-70-4120	Salaries, Part time	5,522	1,382	-	-	-	N/A
110-431-70-4130	Overtime	752	213	-	-	-	N/A
		33,642	15,353	20,450	20,450	21,300	4%
PERSONNEL SERVICES, BENEFITS							
110-431-70-4210	Health Insurance	7,873	3,106	4,250	4,250	4,550	7%
110-431-70-4220	FICA Payroll Expense	2,070	946	1,300	1,300	1,350	4%
110-431-70-4221	Medicare Payroll Expense	484	221	300	300	325	8%
110-431-70-4230	Retirement Contribution	1,232	619	950	950	1,000	5%
110-431-70-4250	Unemployment Insurance	101	46	100	100	100	0%
110-431-70-4260	Workers Compensation Insurance	1,050	725	700	700	750	7%
		12,810	5,663	7,600	7,600	8,075	6%
PURCHASED PROFESSIONAL SERVICES							
110-431-70-4330	Legal Fees	434	-	-	-	-	N/A
110-431-70-4335	Engineering	45,300	-	-	-	-	N/A
		45,734	-	-	-	-	N/A
PURCHASED PROPERTY SERVICES							
110-431-70-4426	Water Line Repair	9,473	2,669	-	-	750	N/A
110-431-70-4427	Reservoir Maintenance	1,115	121	1,500	1,500	1,250	-17%
110-431-70-4435	Fleet Maintenance	-	-	-	-	-	N/A
		10,588	2,790	1,500	1,500	2,000	33%
SUPPLIES							
110-431-70-4612	Supplies and Tools	1,587	630	1,750	1,750	1,750	0%
110-431-70-4626	Fuel	2,583	311	1,500	1,500	1,000	-33%
		4,170	941	3,250	3,250	2,750	-15%
CAPITAL							
110-431-70-4743	Furniture and Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL MOUNTAIN WATER		106,944	24,747	32,800	32,800	34,125	4%

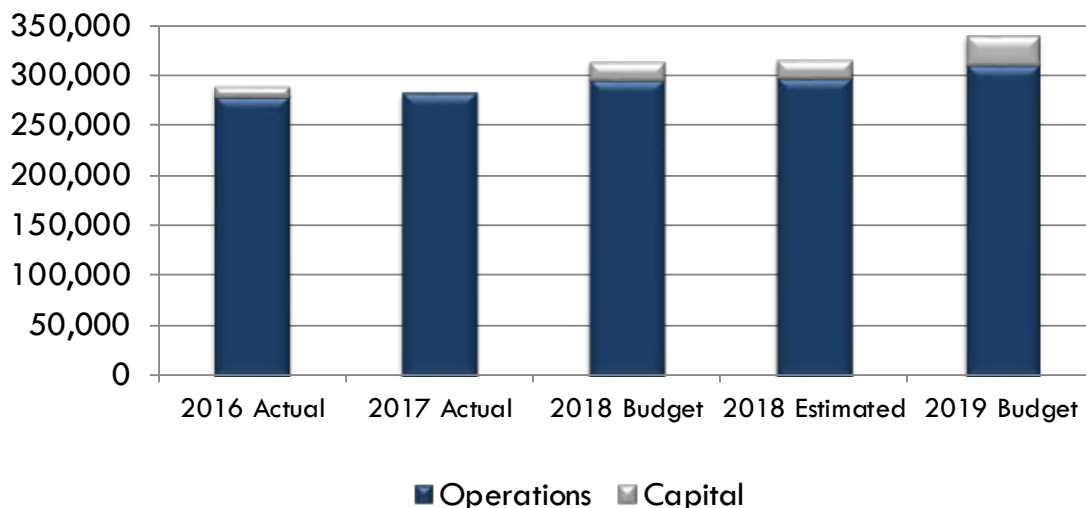
Public Works Department

Engineering

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 189,169	\$ 195,830	\$ 194,550	\$ 200,550	\$ 208,300	7%
Personnel Services, Benefits	75,620	74,844	76,150	76,675	81,500	7%
Purchased Professional Services	3,599	3,197	9,000	9,000	9,000	0%
Purchased Property Services	6,419	3,545	4,200	4,200	4,200	0%
Other Purchased Services	1,798	1,731	2,750	2,750	3,250	18%
Supplies	2,658	2,657	8,350	4,850	4,600	-45%
Operating Expenses	\$ 279,263	\$ 281,804	\$ 295,000	\$ 298,025	\$ 310,850	5%
Capital	10,788	-	18,000	18,000	28,000	56%
Special Projects	-	-	-	-	-	N/A
Total Expense	\$ 290,051	\$ 281,804	\$ 313,000	\$ 316,025	\$ 338,850	8%

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

Budget History



Public Works Department

Engineering

2018 Accomplishments

The Engineering Division's 2018 workload remained similar to 2017, and as such kept the same 3 full time employees (FTEs). With the limited staff, the Engineering Division provided a tremendous level of services to the community. The Engineering Division also had the help of 2 Engineering Interns for 12 weeks during the summer. Project management included:

- Phase I and II of the Kokopelli Trail construction was completed by the end of the year with total contract amounts of \$3.9M.
- Highway 6 Sewer Interceptor Project was designed earlier in 2018 and construction should be complete by or near the end of 2018 with a contract amount of \$1.25M.
- Cedar Way Infrastructure Improvements Project was designed in-house and construction should be complete by or near the end of 2018.
- Rim Rock Trail drainage improvements were designed in-house and construction completed in the Fall.
- Improvements to the walls on the Highway 340 roundabouts should be completed by the end of the year.

2019 Budget Highlights

The Engineering Division will continue to make every effort to minimize or reduce expenses for the 2019 budget year. Engineering expenses will remain similar to the 2018 budget with the exception that the additional cost for new GPS survey equipment that was part of the 2018 budget will not be included in 2019.

Goals

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

- Perform consistent and fair development review in an efficient manner.
- Provide timely construction inspections.
- Prioritize, design, and manage capital construction projects to meet the infrastructure needs of the community.
- Maintain an up-to-date GIS database that can be used by a wide variety of users.
- Develop master-planning tools to assist in development review and capital project planning.
- Improve intergovernmental relations and work together to accomplish tasks that benefit the quality of life for the community.

Public Works Department

Engineering

- Provide necessary training to staff and provide opportunities for advancement.

Objectives

- Design and provide construction services for the Maple Street Sewer replacement from Ottley Avenue to Pabor Avenue.
- Provide design of street improvements along Freemont Street to provide future connection to Highway 6.
- Update Engineering Specifications manual and Right-of-Way permit application to improve review and inspection process.

Public Works Department

Engineering

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-418-30-4111	Salaries, Administrative	189,169	189,830	194,550	194,550	202,300	4%
110-418-30-4120	Part Time	-	6,000	-	6,000	6,000	N/A
110-418-30-4130	Overtime	-	-	-	-	-	N/A
		189,169	195,830	194,550	200,550	208,300	7%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-418-30-4210	Health Insurance	50,121	48,554	48,800	48,800	52,500	8%
110-418-30-4220	FICA Payroll Expense	11,418	11,841	12,100	12,475	12,900	7%
110-418-30-4221	Medicare Payroll Expense	2,670	2,769	2,850	2,950	3,025	6%
110-418-30-4230	Retirement Contribution	8,445	8,542	8,800	8,800	9,100	3%
110-418-30-4250	Unemployment Insurance	566	588	800	825	850	6%
110-418-30-4260	Workers Compensation Ins	2,400	2,550	2,800	2,825	3,125	12%
		75,620	74,844	76,150	76,675	81,500	7%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-418-30-4310	Professional Development	2,591	1,022	4,000	4,000	4,000	0%
110-418-30-4335	Engineering	1,008	2,175	5,000	5,000	5,000	0%
		3,599	3,197	9,000	9,000	9,000	0%
<u>PURCHASED PROPERTY SERVICES</u>							
110-418-30-4430	Service Contracts	3,894	3,545	4,200	4,200	4,200	0%
110-418-30-4435	Fleet Maintenance Charges	2,525	-	-	-	-	N/A
		6,419	3,545	4,200	4,200	4,200	0%
<u>OTHER PURCHASED SERVICES</u>							
110-418-30-4530	Telephone	1,652	1,731	2,000	2,000	2,500	25%
110-418-30-4550	Printing	146	-	750	750	750	0%
110-418-30-4551	Publishing	-	-	-	-	-	N/A
		1,798	1,731	2,750	2,750	3,250	18%
<u>SUPPLIES</u>							
110-418-30-4610	Office Supplies	1,225	1,117	3,000	1,500	1,500	-50%
110-418-30-4611	Postage	50	-	100	100	100	0%
110-418-30-4612	Supplies and Equipment	411	615	3,500	1,500	1,500	-57%
110-418-30-4626	Gas and Oil	577	867	1,250	1,250	1,000	-20%
110-418-30-4661	Uniforms and Safety Equip	395	58	500	500	500	0%
		2,658	2,657	8,350	4,850	4,600	-45%
<u>CAPITAL</u>							
110-418-30-4743	Furniture and Equipment	4,000	-	18,000	18,000	28,000	56%
110-418-30-4744	Computer Equipment	6,788	-	-	-	-	N/A
		10,788	-	18,000	18,000	28,000	56%
<u>SPECIAL PROJECTS</u>							
110-418-30-4825	US 6 Access Control Plan	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL ENGINEERING		290,051	281,804	313,000	316,025	338,850	8%

Parks and Recreation Department

Parks and Recreation Department

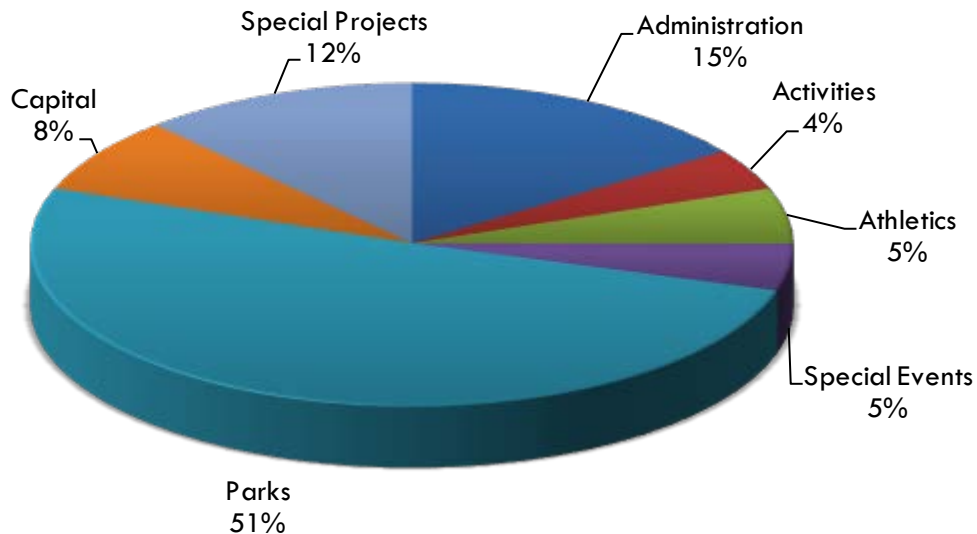
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Parks and Recreation Department

Expenses by Program	2016	2017	2018	2018	2019	% Chg.
	Actual	Actual	Budget	Estimated	Budget	
Administration	\$ 176,171	\$ 177,930	\$ 185,100	\$ 185,200	\$ 194,175	5%
Activities	45,750	31,698	51,075	50,975	52,700	3%
Athletics	72,661	83,679	66,600	66,600	70,625	6%
Special Events	60,519	72,449	58,575	69,575	59,675	2%
Parks	566,323	582,241	614,350	614,350	643,900	5%
Operating Expenses	\$ 921,424	\$ 947,997	\$ 975,700	\$ 986,700	\$1,021,075	5%
Capital	27,700	113,166	79,350	84,350	97,000	22%
Special Projects	40,070	48,878	39,800	66,400	149,800	276%
Total Expense	\$ 989,194	\$1,110,041	\$1,094,850	\$1,137,450	\$ 1,267,875	16%

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

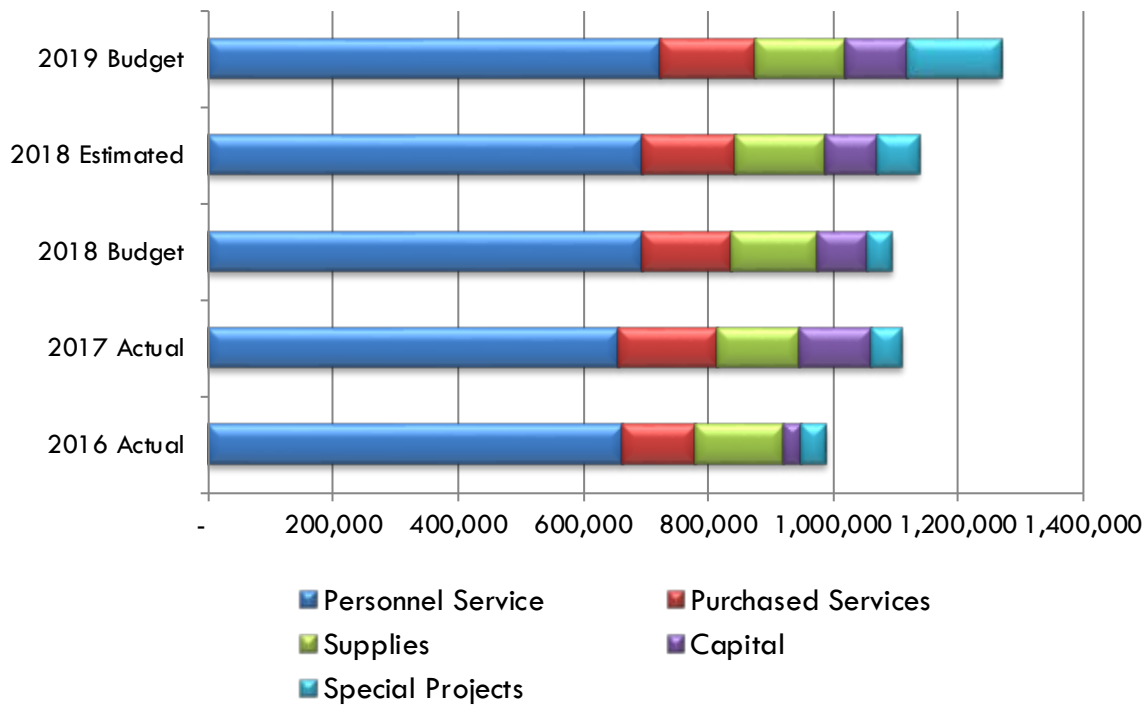
Parks and Recreation Programs



Parks and Recreation Department

EXPENSES BY TYPE	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 498,287	\$ 505,376	\$ 533,750	\$ 533,750	\$ 552,150	3%
Personnel Services, Benefits	163,670	151,336	161,550	161,550	172,125	7%
Purchased Professional Services	26,885	37,793	28,925	34,425	37,075	28%
Purchased Property Services	77,900	108,057	96,950	96,950	98,350	1%
Other Purchased Services	12,197	11,477	16,950	17,950	16,950	0%
Supplies	142,486	133,960	137,575	142,075	142,425	4%
Operating Expenses	\$ 921,425	\$ 947,999	\$ 975,700	\$ 986,700	\$1,019,075	4%
Capital	27,700	113,166	79,350	84,350	99,000	25%
Special Projects	40,070	48,878	39,800	66,400	149,800	276%
Total Expense	\$ 989,195	\$ 1,110,043	\$ 1,094,850	\$ 1,137,450	\$ 1,267,875	16%

Budget History



Parks and Recreation Department

Factors Affecting Expenses

- Overall expenses of the Parks and Recreation Department are budgeted to increase 16% (\$173,025) from the 2018 Budget.
- Personnel services are budgeted to increase 4%. This is a result of a 5% increase in salaries and wages and increases in health insurance costs.
- Purchased services are budgeted to increase 7%. Increases include a 31% increase in professional development, the addition of the Trails and Open Space management program of \$5,650, and a \$1,000 increase in service contracts for tree maintenance and portapotties.
- Supplies are budgeted to increase 4%. This reflects a \$1,500 increase in uniforms and safety equipment for personnel, a \$1,500 increase in utilities for Olga Anson Park, and a \$350 increase for 8 additional water share assessments.
- Capital equipment expenditures of \$99,000 are budgeted to increase 25% and reflects annual changes in capital equipment needs in the Parks program. Equipment expenses include the following:
 - Replacement equipment
 - Wide Area Mower - \$72,000
 - New equipment
 - Administrative vehicle (suburban) - \$25,000 (50% of cost – the remaining 50% is in the Community Center Fund.
 - Soccer goals for Reed Park - \$2,000
- Special projects are budgeted to increase 276%. This increase includes the development of a Parks, Recreation, Open Space and Trails Plan of \$100,000. The total cost of the Plan is \$125,000 with \$25,000 included in the Community Center Fund. The cost of the plan will be partially offset by a \$75,000 grant from GOCO. If the City is not successful in obtaining the grant, the Plan will be re-evaluated to determine if a reduced scope of work or postponement of the Plan would be best. Also included is an increase for fireworks displays (\$15,000) as a result of sponsorships obtained in 2018 and held over for the 2019 event.

Parks and Recreation Department

Personnel

Parks and Recreation Staffing Chart				
	2016	2017	2018	2019
Hours Summary	Actual	Actual	Budget	Budget
Administration				
Full time employees	4,345	4,197	4,160	4,160
Part time employees	6	1	-	-
Overtime	-	5	-	5
<i>Total Administration Hours</i>	<i>4,351</i>	<i>4,203</i>	<i>4,160</i>	<i>4,165</i>
Activities				
Full time employees	1,053	869	1,040	1,040
Part time employees	45	65	180	175
<i>Total Activities Hours</i>	<i>1,098</i>	<i>934</i>	<i>1,220</i>	<i>1,215</i>
Athletics				
Full time employees	1,053	913	1,040	1,040
Part time employees	1,452	2,384	1,100	1,100
<i>Total Athletics Hours</i>	<i>2,505</i>	<i>3,297</i>	<i>2,140</i>	<i>2,140</i>
Special Events				
Full time employees	-	-	-	-
Part time employees	130	405	250	250
Overtime	-	11	-	25
<i>Total Special Event Hours</i>	<i>130</i>	<i>416</i>	<i>250</i>	<i>275</i>
Parks				
Full time employees	11,341	10,835	11,475	10,885
Part time employees	6,743	6,767	7,950	7,950
Overtime	-	361	-	520
<i>Total Park Hours</i>	<i>18,084</i>	<i>17,963</i>	<i>19,425</i>	<i>19,355</i>
Total Hours	26,168	26,813	27,195	27,150
Total FTE Equivalent	12.58	12.89	13.07	13.05

Parks and Recreation Department

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
4111	Salaries, Administrative	155,975	159,340	168,850	168,850	175,600	4%
4113	Salaries, Parks	201,482	201,018	204,400	204,400	213,000	4%
4120	Part Time	109,187	119,144	125,900	125,800	128,700	2%
4125	Contract Labor	18,538	14,059	19,000	19,000	19,000	0%
4130	Overtime	13,105	11,815	15,600	15,700	15,850	2%
		498,287	505,376	533,750	533,750	552,150	3%
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210	Health Insurance	96,095	83,025	88,650	88,650	95,800	8%
4220	FICA Payroll Expense	29,491	30,025	32,000	32,000	33,150	4%
4221	Medicare Payroll Expense	6,897	7,022	7,600	7,600	7,850	3%
4230	Retirement Contribution	16,298	16,389	17,400	17,400	18,150	4%
4250	Unemployment Insurance	1,439	1,474	2,150	2,150	2,275	6%
4260	Workers Compensation Insurance	13,450	13,401	13,750	13,750	14,900	8%
		163,670	151,336	161,550	161,550	172,125	7%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
4310	Professional Development	4,912	10,350	8,100	8,100	10,600	31%
4316	Trails and Open Space Mgmt	-	-	-	-	5,650	N/A
4343	Registration Processing Fees	32	-	250	250	250	0%
4345	Background Investigations	976	702	750	750	750	0%
4350	Entertainment	20,965	26,741	19,825	25,325	19,825	0%
		26,885	37,793	28,925	34,425	37,075	28%
<u>PURCHASED PROPERTY SERVICES</u>							
4424	Parks Repair & Maintenance	35,311	52,751	48,000	48,000	48,000	0%
4425	Tamarisk Removal	3,000	10,000	3,000	3,000	3,000	0%
4430	Service Contracts	4,320	4,584	7,300	7,300	8,300	14%
4435	Fleet Maintenance Charges	31,625	37,425	35,000	35,000	35,400	1%
4441	Facility Rental	3,644	3,297	3,650	3,650	3,650	0%
		77,900	108,057	96,950	96,950	98,350	1%
<u>OTHER PURCHASED SERVICES</u>							
4530	Telephone	3,429	2,714	5,700	5,700	5,700	0%
4550	Printing	7,308	7,045	8,500	8,500	8,500	0%
4553	Advertising	1,460	1,718	2,750	3,750	2,750	0%
		12,197	11,477	16,950	17,950	16,950	0%
<u>SUPPLIES</u>							
4610	Office Supplies	3,379	3,124	4,000	4,000	4,000	0%
4611	Postage	967	149	1,500	1,500	1,500	0%
4612	Supplies and Equipment	75,921	66,424	64,425	68,925	65,925	2%
4620	Utilities	28,021	30,593	29,000	29,000	30,500	5%
4626	Gas and Oil	13,407	16,744	17,950	17,950	17,950	0%
4629	Water Share Assessments	693	774	1,200	1,200	1,550	29%
4650	Landscaping Supplies	4,709	1,185	4,000	4,000	4,000	0%
4661	Uniforms and Safety Equipment	2,884	3,214	3,500	3,500	5,000	43%
4690	Supplies for Resale	12,505	11,753	12,000	12,000	12,000	0%
		142,486	133,960	137,575	142,075	142,425	4%

City of Fruita

2019 Budget

Parks and Recreation Department

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>CAPITAL</u>							
4742	Mobile Equipment	18,414	113,166	79,350	79,350	97,000	22%
4743	Furniture and Equipment	9,286	-	-	5,000	2,000	N/A
		27,700	113,166	79,350	84,350	99,000	25%
<u>SPECIAL PROJECTS</u>							
4810	Tree and Art Boards	2,785	6,121	2,800	5,800	2,800	0%
4821	Fireworks Display	29,457	23,278	23,000	5,000	38,000	65%
4826	Trails Planning	-	5,000	5,000	46,600	100,000	1900%
4842	Scholarship Contributions	7,828	14,479	9,000	9,000	9,000	0%
		40,070	48,878	39,800	66,400	149,800	276%
TOTAL EXPENDITURES		989,195	1,110,043	1,094,850	1,137,450	1,267,875	16%

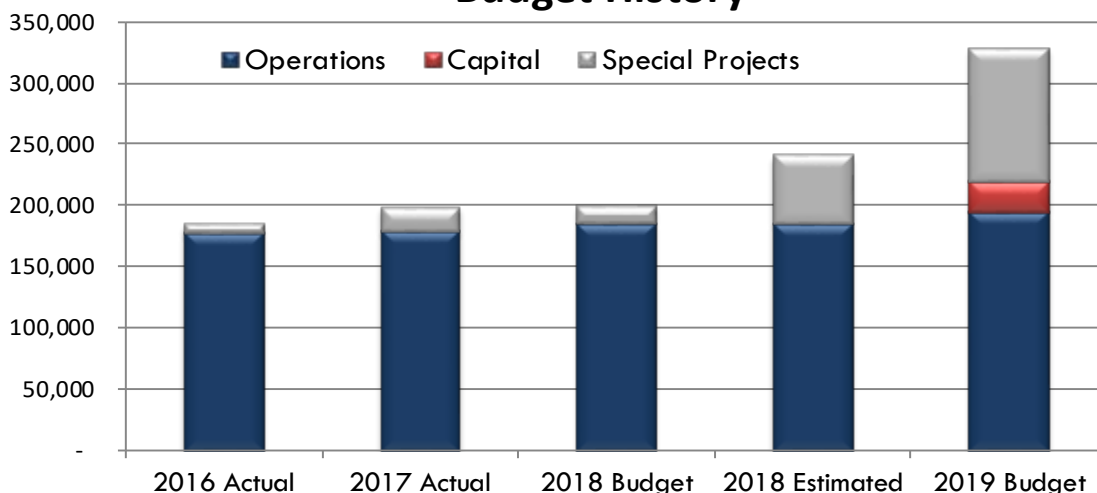
Parks and Recreation Department Administration

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 118,438	\$ 122,147	\$ 125,050	\$ 125,150	\$ 130,150	4%
Personnel Services, Benefits	40,254	39,842	40,850	40,850	43,225	6%
Purchased Professional Services	2,455	2,676	2,350	2,350	4,850	106%
Purchased Property Services	1,745	1,759	1,200	1,200	300	-75%
Other Purchased Services	8,600	7,659	10,200	10,200	10,200	0%
Supplies	4,679	3,847	5,450	5,450	5,450	0%
Operating Expenses	\$ 176,171	\$ 177,930	\$ 185,100	\$ 185,200	\$ 194,175	5%
Capital	-	-	-	-	25,000	N/A
Special Projects	7,828	19,479	14,000	55,600	109,000	679%
Total Expense	\$ 183,999	\$ 197,409	\$ 199,100	\$ 240,800	\$ 328,175	65%

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

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

Budget History



Parks and Recreation Department

Administration

2018 Accomplishments

- The Parks and Recreation Department continues to offer a variety of community programs, activities, events, as well as offer spaces for residents and visitors to recreate. In 2018, there will be well over 5000 registrations for youth, adult and senior activities and events, over 600 registrations for running races, thousands of visitors to special events (including the Mike the Headless Chicken Festival which had nearly 18,000 individual attendees, Thursday Night Concerts, etc.), approximately 185,000 paid guests at the Fruita Community Center, and an immeasurable amount of users at Fruita's parks, trails and open space lands.
- Recreation programs budgeted in the General Fund have done very well in 2018 and are at 67% of the budgeted revenues through August 2018. Expenses are within budgeted amounts.
- Special Events continue to thrive in the Fruita area. The Parks and Recreation Department coordinates and manages a variety of events such as the Sweetheart Health Expo and 5K Run, Mike the Headless Chicken Festival, Thursday Night Concerts Series, and July 3rd Fireworks Show. Staff also permits and ensures events that are held in the City of Fruita but managed by outside organizations meet safety expectations. Approximately, 30 external events are permitted each year, including the Fat Tire Festival, Maverick Classic Road Bicycle Time Trials, Rim Rock Marathon, Tour of the Moon, and Fruita Fall Festival. New this year was the Kokopelli 100/140 race from Fruita to Moab. There were approximately 125 participants and it is hoped the event will grow in participation and stature as an event.
- The Parks Department continues to maintain parks, trails, open space lands, and facility landscapes at a high level. There were approximately 250 park shelter reservations annually and in 2018 and the City will collect over \$15,000 in park reservation revenues (namely from player fees assessed to Fruita Little League). Parks staff prepared fields for well over 400 baseball, softball, soccer and flag football games throughout the year.
- Parks and Recreation Administration staff throughout 2018 continued to implement the Parks, Open Space and Trails Master Plan and City Council goals. The Kokopelli Section of the Colorado Riverfront Trail was officially opened in late summer and the Trail Dedication Ceremony was held on October 11th
- Staff along with BLM and COPMOBA were able to secure a Colorado Parks and Wildlife, Non-Motorized Planning Grant to create a Master Plan for the North Fruita Desert. Selection of a contractor has been made and the planning processes have begun. The Master Plan is expected to be completed in the Spring 2019.
- Staff continues to work on the Communities That Care Initiative now called the Fruita Youth Initiative or FYI. This a long-term process aimed at reducing substance abuse in youth, grades 6-12. The process created a coalition of the local Fruita schools, the health department, local businesses and the City of Fruita. The process is a multi-year process and the intent is to lead to funding for the City or schools to implement programs to combat substance abuse in our local youth.

Parks and Recreation Department

Administration

2019 Budget Highlights

- The professional development budget has been increased by \$2,500 in anticipation of the Director of Parks and Recreation attending the 2019 National Parks and Recreation Association Annual Conference
- The Parks, Open Space, Trails and Recreation Master Plan is funded at \$100,000 in the Parks and Recreation Administration Budget with an additional \$25,000 in the Fruita Community Center, Administration Budget. \$75,000 is grant funded and the remaining \$50,000 is split between the Community Center and General Fund budgets.

Goals

- Continue to provide Cultural and Recreational opportunities for the residents of the community to maintain and enhance their physical, social and mental well being. Continue to provide Cultural activities that promote community and a small-town atmosphere.
- Continue to ensure the financial security of the Fruita Community Center while keeping a well-maintained facility for the Fruita community to use.
- Continue to enhance and provide excellent customer service to patrons of the Parks and Recreation Department.
- Continue to promote the development of staff and provide a positive working environment.
- Assist with economic development efforts to attract outdoor recreation opportunities and businesses related to outdoor recreation.
- Continue to work through the Communities That Care Process with local schools, businesses and Mesa County Health Department.

Objectives

- Staff is working to secure a Great Outdoors Colorado Planning Grant to fund an update to the Fruita Parks, Open Space and Trails Master Plan. It will be 10 years since the POST Master Plan has been adopted and many of the projects within the plan have been accomplished. In addition, the current POST master plan, does not address recreational opportunities in the Fruita area which we will include in an updated Master Plan. Other events and changes within the City of Fruita have also prompted a desire to have a community discussion about parks and recreation Services, including the acquisition of land next to Little Salt Wash Park, deterioration of the skate park, requests for additional park amenities (dog park and pickleball courts), potential need for expansion of the Fruita Community Center, the uncertainty of uses of mountain properties, the desire to develop the old lagoon property, water conservation practices in lieu of the current drought as well as general growth in the Fruita area. If the GOCO grant is secured a Master Planning process will begin in 2019.

Parks and Recreation Department

Administration

- Work closely with local community partners including but not limited to local businesses, the Fruita Chamber of Commerce, Mesa County School District 51, Family Health West, James M Robb Colorado River State Park, Bureau of Land Management, Mesa County, Colorado Canyons Association, Greater Grand Junction Sports Commission, the Outdoor Recreation Coalition, various trails and outdoor recreation organizations in the area, Mesa County and the communities of Grand Junction and Palisade.
- Work with the Finance Department to refinance the FCC Bonds to stabilize payments for the next 20 years.
- Through community partners, work towards maintaining and developing trail inventory on public lands.
- Work to maintain visits to the Fruita Community Center by offering a clean, safe, and customer friendly atmosphere. Continue to encourage staff to offer and expand program, activity and event offerings at the Fruita community Center to bring existing and future patrons into the facility – programs and activities at the FCC will provide patron’s activities to do and encourage pass sales.
- Develop current employees by providing on-going training opportunities for staff development and encouraging them to attend trainings and conferences to develop skills and expand their network of professional partners. And when needed recruit excellent employees to coordinate programs and maintain facilities for parks and recreation. Continue staff involvement in citizen committees (Parks and Recreation Advisory Board, Senior Task Force, and the Arts and Culture Commission).
- Monitor budget tracking mechanisms for parks and recreation to ensure necessary revenues are realized and expenses are controlled.
- With the help of the City Manager and Community Development Director, transition the Senior Task Force into the Livability Commission who will help the City have community discussions around the eight domains of Livability and set the context for updating the City’s Master Plans.
- Work towards collecting data, highlighting local resource and implementing programs and events to promote Fruita’s livable community status
- Work closely to determine and select appropriate programs to implement for the FYI/CTC process.

Parks and Recreation Department

Administration

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-451-20-4111	Salaries, Administrative	118,310	122,010	125,050	125,050	130,000	4%
110-451-20-4120	Part Time	72	10	-	-	-	N/A
110-451-20-4130	Overtime	56	127	-	100	150	N/A
		118,438	122,147	125,050	125,150	130,150	4%
PERSONNEL SERVICES, BENEFITS							
110-451-20-4210	Health Insurance	25,464	24,669	24,850	24,850	26,600	7%
110-451-20-4220	FICA Payroll Expense	7,240	7,388	7,800	7,800	8,100	4%
110-451-20-4221	Medicare Payroll Expense	1,693	1,728	1,850	1,850	1,900	3%
110-451-20-4230	Retirement Contribution	5,302	5,490	5,650	5,650	5,900	4%
110-451-20-4250	Unemployment Insurance	355	367	500	500	525	5%
110-451-20-4260	Workers Compensation Ins	200	200	200	200	200	0%
		40,254	39,842	40,850	40,850	43,225	6%
PURCHASED PROFESSIONAL SERVICES							
110-451-20-4310	Professional Development	2,423	2,676	2,100	2,100	4,600	119%
110-451-20-4343	Credit Card Processing Fees	32	-	250	250	250	0%
		2,455	2,676	2,350	2,350	4,850	106%
PURCHASED PROPERTY SERVICES							
110-451-20-4430	Service Contracts	120	334	300	300	300	0%
110-451-20-4435	Fleet Maintenance Charges	1,625	1,425	900	900	-	-100%
		1,745	1,759	1,200	1,200	300	-75%
OTHER PURCHASED SERVICES							
110-451-20-4530	Telephone	1,292	614	1,700	1,700	1,700	0%
110-451-20-4550	Printing	7,308	7,045	8,500	8,500	8,500	0%
		8,600	7,659	10,200	10,200	10,200	0%
SUPPLIES							
110-451-20-4610	Office Supplies	3,379	3,124	4,000	4,000	4,000	0%
110-451-20-4611	Postage	884	66	1,000	1,000	1,000	0%
110-451-20-4626	Gas and Oil	416	657	450	450	450	0%
		4,679	3,847	5,450	5,450	5,450	0%
CAPITAL							
110-451-20-4742	Mobile Equipment	-	-	-	-	25,000	N/A
110-451-20-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	-	25,000	N/A
SPECIAL PROJECTS							
110-451-20-4826	Master Plans	-	5,000	5,000	46,600	100,000	1900%
110-451-20-4842	Scholarship Contributions	7,828	14,479	9,000	9,000	9,000	0%
		7,828	19,479	14,000	55,600	109,000	679%
TOTAL EXPENDITURES		183,999	197,409	199,100	240,800	328,175	65%

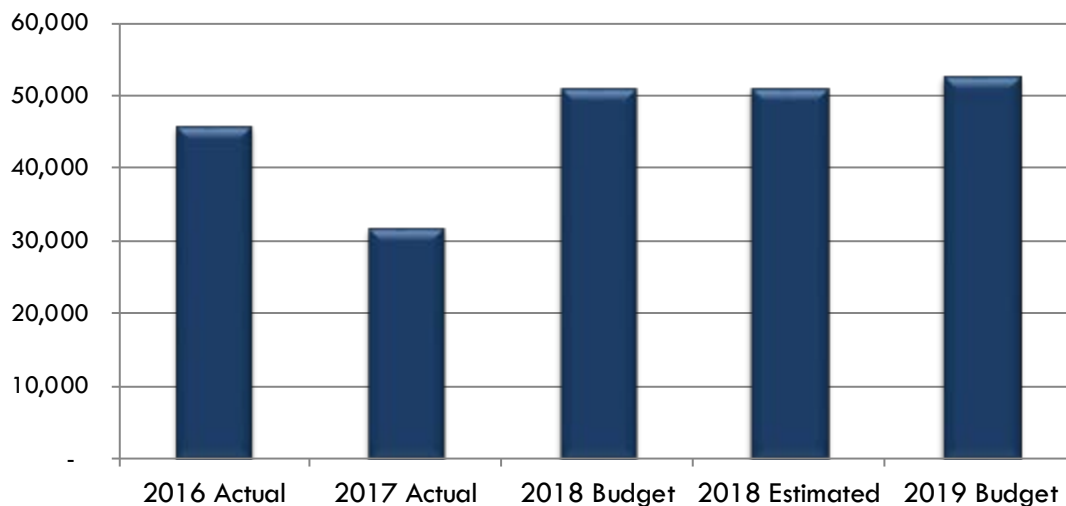
Parks and Recreation Department

Activities

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 32,844	\$ 22,933	\$ 37,900	\$ 37,800	\$ 38,800	2%
Personnel Services, Benefits	8,789	4,227	7,600	7,600	8,325	10%
Purchased Professional Services	-	386	650	650	650	0%
Purchased Property Services	-	-	-	-	-	N/A
Other Purchased Services	250	-	750	750	750	0%
Supplies	3,867	4,152	4,175	4,175	4,175	0%
Operating Expenses	\$ 45,750	\$ 31,698	\$ 51,075	\$ 50,975	\$ 52,700	3%
Capital	-	-	-	-	-	N/A
Special Projects	-	-	-	-	-	N/A
Total Expense	\$ 45,750	\$ 31,698	\$ 51,075	\$ 50,975	\$ 52,700	3%

Program Activities and Events provide the Fruita community with local, economical recreation opportunities to get and stay physically, socially, and mentally healthy. Recreation Activities include a variety of programs including: dance, math and science, and fencing and events such as: Cookies-n-Claus and Truck-N-Treat.

Budget History



Parks and Recreation Department

Activities

2018 Accomplishments

We continued to offer a variety of activities throughout the year and have added some programs while dropping others. Our dance program is finally getting a steady flow of enrollments and we continue to market as much as possible. We had a popular cooking class started this year however the instructor left and we are looking for someone new.

The eighth annual Bike Rodeo was held June 14th in partnership with the Fruita Police Department and Family Health West. Children were able to register their bikes, have bikes inspected by a mechanic, learn safety skills, get their helmets properly sized and fitted and complete a fun safety course. The first 100 children received a free helmet. 2017 Cookies-N-Claus was another huge success bringing in 100 kids plus their parents. Another Cookies-N-Claus is scheduled for December 2108 and expected to be just as successful. Truck-n-Treat is a free event created for the youth and families of the community, in 2017 Truck-n-Treat was expanded down Aspen Avenue to Maple Street. Approximately 50 vehicles and 2 jeep clubs were at the 2017 Truck-n-Treat. It is estimated that more than 3,000 people will attend.

Youth Activities	2015	2016	2017	2018
Dance Combo	52	17	32	17*
Creative Movement	15	5	22	12*
Children's Ballet	NA	33	31	16*
Twinkle Toes	NA	38	58	60*
Bike Rode	94	105	60	60
Cookies-N-Claus	88	98	100	100
Truck-n-Treat	3000	4000	4000	4000
Egg Scramble	300	400	400	400

*Enrollments through 09/18/18

2019 Budget Highlights

- There are no significant changes to the 2019 Activities and Events budget.

Goals

- Continue to meet the needs of the community by maintaining, enhancing, and improving their physical and mental well-being through current and new activities and programs.
- Continue to offer, coordinate, and evaluate current activities and programs.

Parks and Recreation Department

Activities

- Continue to build new programs as the demand increases for a variety of different activities and programs.
- Continue to provide free and low cost activities and events throughout the year.

Objectives

- Continue maintaining current level of activity course offerings by ensuring that instructors and class leaders are providing quality instruction.
- Continue to explore and utilize the appropriate marketing tools which will help increase activity and program attendance.
- Increase programming where needed to meet community needs and demands.
- Take the new program Tiny Striders and implement it in an indoor setting.
- Explore the possibility of Tot Gym Time.

Parks and Recreation Department

Activities

Expenses

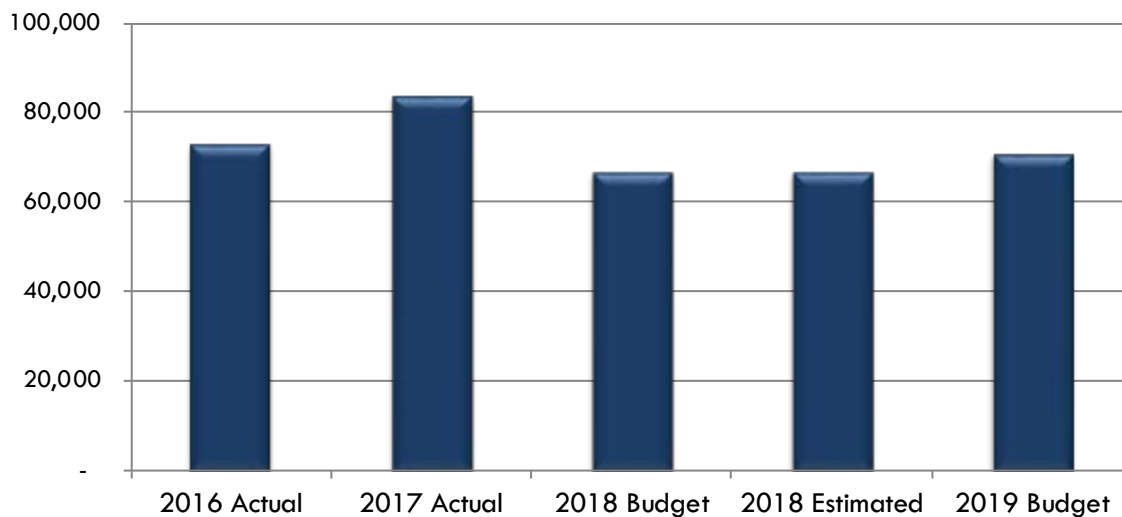
Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-451-21-4111	Salaries, Full Time	18,877	18,150	21,900	21,900	22,800	4%
110-451-21-4120	Part Time	2,907	1,058	4,000	3,900	4,000	0%
110-451-21-4125	Contract Labor	11,031	3,725	12,000	12,000	12,000	0%
110-451-21-4130	Overtime	29	-	-	-	-	N/A
		32,844	22,933	37,900	37,800	38,800	2%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-451-21-4210	Health Insurance	5,308	1,124	3,550	3,550	4,000	13%
110-451-21-4220	FICA Payroll Expense	1,343	1,106	1,600	1,600	1,700	6%
110-451-21-4221	Medicare Payroll Expense	314	259	400	400	400	0%
110-451-21-4230	Retirement	834	780	1,000	1,000	1,050	5%
110-451-21-4250	Unemployment Insurance	65	58	150	150	175	17%
110-451-21-4260	Workers Compensation Ins	925	900	900	900	1,000	11%
		8,789	4,227	7,600	7,600	8,325	10%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-451-21-4310	Professional Development	-	386	500	500	500	0%
110-451-21-4345	Background Investigations	-	-	150	150	150	0%
		-	386	650	650	650	0%
<u>PURCHASED PROPERTY SERVICES</u>							
110-451-21-4441	Facility Rental	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>OTHER PURCHASED SERVICES</u>							
110-451-21-4553	Advertising	250	-	750	750	750	0%
		250	-	750	750	750	0%
<u>SUPPLIES</u>							
110-451-21-4612	Supplies and Equipment	3,867	4,152	4,175	4,175	4,175	0%
110-451-21-4680	Refunds	-	-	-	-	-	N/A
		3,867	4,152	4,175	4,175	4,175	0%
TOTAL EXPENDITURES		45,750	31,698	51,075	50,975	52,700	3%

Parks and Recreation Department Athletics

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 41,488	\$ 57,467	\$ 42,400	\$ 42,400	\$ 43,700	3%
Personnel Services, Benefits	10,123	7,229	8,700	8,700	9,425	8%
Purchased Professional Services	1,675	1,198	1,100	1,100	1,100	0%
Purchased Property Services	3,644	3,297	3,650	3,650	3,650	0%
Other Purchased Services	-	560	500	500	500	0%
Supplies	15,731	13,928	10,250	10,250	10,250	0%
Operating Expenses	\$ 72,661	\$ 83,679	\$ 66,600	\$ 66,600	\$ 68,625	3%
Capital	-	-	-	-	2,000	N/A
Special Projects	-	-	-	-	-	N/A
Total Expense	72,661	83,679	66,600	66,600	70,625	6%

Athletic Programs provide the Fruita community with local, economical, organized sports opportunities for youth and adults to get and stay physically and mentally healthy. Providing quality programs to the families of Fruita and surrounding areas provides services that they may not otherwise receive.

Budget History



Parks and Recreation Department

Athletics

2018 Accomplishments

Athletic Programs provide the Fruita community with local, economical, organized sports opportunities for youth and adults to get and stay physically and mentally healthy. Providing quality programs to the families of Fruita and surrounding areas provides services that they may not otherwise receive. We continue to offer athletic programs for our area youth. Registration numbers remain consistent with previous years.

Athletic Program Registrations

	Season	2014	2015	2016	2017	2018
Soccer Spring	Spring	220	206	219	233	195
Soccer Fall	Fall	190	231	227	228	224
Pee Wee Soccer Spring	Spring	47	36	38	27	22
Pee Wee Soccer Fall	Fall	20	12	20	23	26
Challenger Soccer Camp	Summer	32	26	26		40
Girls Basketball	Winter	80	84	74	76	
Boys Basketball	Winter	168	171	151	161	170
Junior Jammers	Winter	13	16	15	12	27
Flag Football	Fall	71	85	84	64	49
Wrestling	Winter	17	16	20	29	24
Basketball Skills Camp/Clinics	Spr/Su/W	145	122	119	86	77
Track and Field Camp	Summer	27	32	50	67	91
Tennis	Summer	32	46	19	21	22
Adobe Golf Camps	Summer	27	15	27	33	30
Karate	All	94	45	50	120	
**Adult Basketball	Summer/Fall				12	12
Adult Co-Ed Volleyball	Spring/Fall	12	12	7	13	13

Athletics had consistent showings for our youth sports: youth soccer, pee wee soccer, flag football, boys and girls basketball, junior jammers, wrestling, and tennis camp. Our continued partnership with Grand Junction P&R provides basketball leagues for boys and girls grades 3-8. We also continued to host a British Challenger Soccer Camp in the summer of 2018 and our Attack Basketball Camps continue to remain strong.

Track and Field saw the largest growth in 2018 going from 67 participants in 2017 to 91 participants in 2018.

Parks and Recreation Department

Athletics

Flag football continues to decline. Staff will see what alternatives are out there even a possible partnership with Grand Junction Parks and Rec as their numbers are in decline as well.

2019 Budget Highlights

- There are no significant changes to the Athletics Budget in 2019.

Goals

- Continue to offer and coordinate a variety of recreation programs to meet the needs of the community to maintain, enhance, and improve their physical and mental well-being.
- Provide more offerings for adult recreation.
- Ensure athletic programs are safe for participants, spectators, and employees.
- Continue to evaluate and create new sports programs for adults and youth.
- Provide adequate promotional materials and contacts for athletic programs to increase participation in all athletic programs.
- Evaluate programs for all athletic and activities programs.

Objectives

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

Parks and Recreation Department

Athletics

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-451-25-4111	Salaries, Full Time	18,788	19,180	21,900	21,900	22,800	4%
110-451-25-4120	Part Time	15,193	27,954	13,500	13,500	13,900	3%
110-451-25-4125	Contract Labor	7,507	10,333	7,000	7,000	7,000	0%
110-451-25-4130	Overtime	-	-	-	-	-	N/A
		41,488	57,467	42,400	42,400	43,700	3%
PERSONNEL SERVICES, BENEFITS							
110-451-25-4210	Health Insurance	5,318	1,216	3,550	3,550	4,000	13%
110-451-25-4220	FICA Payroll Expense	2,122	2,877	2,200	2,200	2,300	5%
110-451-25-4221	Medicare Payroll Expense	497	673	550	550	550	0%
110-451-25-4230	Retirement	834	822	1,000	1,000	1,050	5%
110-451-25-4250	Unemployment Insurance	102	141	150	150	175	17%
110-451-25-4260	Workers Compensation Ins	1,250	1,500	1,250	1,250	1,350	8%
		10,123	7,229	8,700	8,700	9,425	8%
PURCHASED PROFESSIONAL SERVICES							
110-451-25-4310	Professional Development	699	496	500	500	500	0%
110-451-25-4345	Background Investigations	976	702	600	600	600	0%
		1,675	1,198	1,100	1,100	1,100	0%
PURCHASED PROPERTY SERVICES							
110-451-25-4441	Facility Rental	3,644	3,297	3,650	3,650	3,650	0%
		3,644	3,297	3,650	3,650	3,650	0%
OTHER PURCHASED SERVICES							
110-451-25-4553	Advertising	-	560	500	500	500	0%
		-	560	500	500	500	0%
SUPPLIES							
110-451-25-4612	Supplies and Equipment	15,731	13,928	10,250	10,250	10,250	0%
110-451-25-4680	Refunds	-	-	-	-	-	N/A
		15,731	13,928	10,250	10,250	10,250	0%
CAPITAL							
110-451-25-4743	Furniture and Equipment	-	-	-	-	2,000	N/A
		-	-	-	-	2,000	N/A
TOTAL EXPENDITURES		72,661	83,679	66,600	66,600	70,625	6%

Parks and Recreation Department

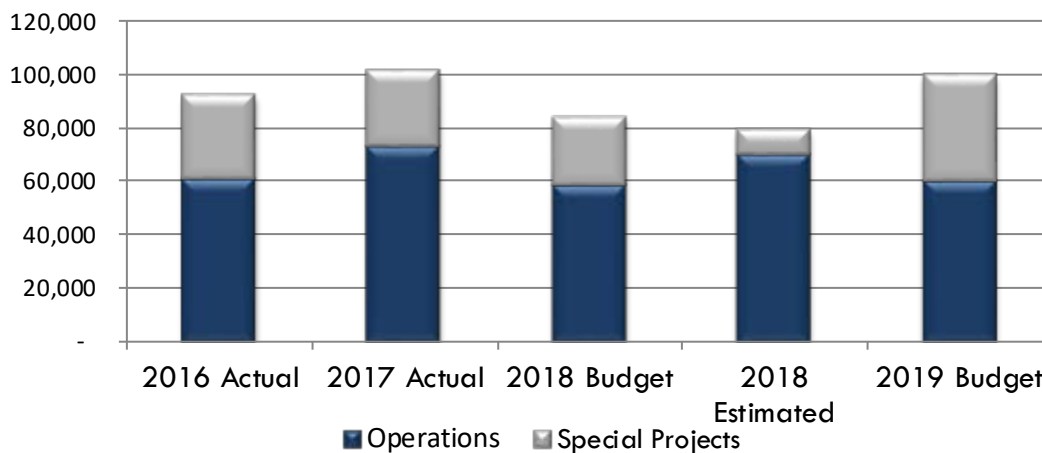
Special Events

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 1,528	\$ 4,705	\$ 4,150	\$ 4,150	\$ 3,800	-8%
Personnel Services, Benefits	247	513	600	600	550	-8%
Purchased Professional Services	20,964	29,394	19,825	25,325	19,825	0%
Other Purchased Services	1,210	1,158	1,500	2,500	1,500	0%
Supplies	36,570	36,679	32,500	37,000	34,000	5%
Operating Expenses	\$ 60,519	\$ 72,449	\$ 58,575	\$ 69,575	\$ 59,675	2%
Capital	-	-	-	-	-	N/A
Special Projects	31,677	28,647	25,000	10,000	40,000	60%
Total Expense	\$ 92,196	\$ 101,096	\$ 83,575	\$ 79,575	\$ 99,675	19%

Special Events presented by the City of Fruita help bring the community together, keep people active, and provide fun and affordable family activities and outings. Events coordinated by the City of Fruita include Sweetheart 5K/10K Run and Health Expo, Evening of Art Gala, Easter Egg Scramble, Youth Scholarship Golf Tournament, Bike Rodeo, Arbor Day Celebration, Bike to Work Day, Mike the Headless Chicken Festival, Thursday Night Concert Series, City Council Ice Cream Social, 3rd of July Fireworks Show, Truck-n-Treat, Arts and Crafts Fair, and Cookies N Claus.

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

Budget History



Parks and Recreation Department

Special Events

2018 Accomplishments

- The Sweetheart Run in February drew another large crowd, with 350 registered runners in the 5k and 10k runs. The health expo sponsored and coordinated by Family Health West was held in the FCC gym and offered free health screenings and educational booths. Rocky Mountain Orthopedic Associates donated, again, a TV for the “Best Dressed Sweetheart Couple”.
- The Arts and Culture Boards hosted its second annual Evening of Art event. Held in March, the event drew over 200 attendees and raised over \$10,000 to go towards art in the community. Funds have been placed in a reserve account for future use. Western Rockies Federal Credit Union and Family Health West were co-title sponsors for the event and many other organizations provided funding in a variety of ways. The Arts and Culture Board also received a \$3500 donation from a local Doctor. The event was held at the Fruita Community Center which was transformed into an elegant stage for art, music and local foods and drink.
- The 3rd annual Youth Scholarship Golf Tournament was held in early April and attracted 75 golfers and multitude of hole sponsors and funders. The Fruita Rotary Club was the title sponsor and the event raised almost \$6,000 for the youth scholarship program. As a result of the funds raised, 50 summer youth passes were provide to local area school counselors to distribute to children who they believe would benefit from visiting and using the Fruita Community Center over the summer.
- Arbor Day was held in April. The celebrations started with a 5th grade Arbor Day poster competition. Each 5th grade class submitted their poster to the community center to be judged and the winning poster was sent off to state. A tree was planted at Rim Rock Elementary. The planting was led by Colorado State Forester Cami Long, and the Mayor, Joel Kincaid, read the proclamation.
- The 20th Annual Mike the Headless Chicken Festival was themed “Harvest of Memories”. The event was sponsored by Credit Union of Colorado, which we are in the 2nd year of a 3 year agreement.
- Event entertainment included Son Volt & Reckless Kelly. All entertainment was booked through local promoter James Williams. According to our LiveGuage sensor, we had over 17,000 people come through Civic Center Park that weekend.
- Throughout the event, people were entertained by free backyard games, corn hole tournament, great live entertainment, peep and wing eating contests, rooster calling contest, car show, 5k run and lots of food and vendors.
- The ‘Mike Store’ sold more than \$13,000 worth of t-shirts, souvenir mugs, water bottles, stickers, and other memorabilia throughout the weekend. The Mike Online store continues to sell product throughout the year both nationally and internationally.
- The Mike 5k run had 236 participants.
- The Disc Golf Tournament had its best year yet with 59 golfers

Parks and Recreation Department

Special Events

- The Blue Dots Car Show had over 120 cars entered.
- 2018 was the fourth year that Mike the Headless Chicken festival partnered with the High Plains Poultry Club that hosted a poultry show. Over 120 chickens were on display in the Civic Center and we will look to continue in 2018.
- The Thursday Night Concert Series was held every Thursday evening for 9 weeks during the summer months. A variety of entertainers performed and the concert series continues to attract good crowds in downtown on Thursday evenings. All entertainment was booked through local promoter James Williams.
- The City of Fruita hosted the July 3rd fireworks again this year. City staff secured a sponsorship from Western Rockies Federal Credit Union which allowed the City to continue with the fireworks display. Unfortunately we had to cancel the fireworks due to the drought. Instead the City of Fruita teamed up with the Fruita Area Chamber and Grant a Wish program and together put on a 3rd of July Summer BBQ in Civic Center Park. Fun was had by all as the Oxyoron's put on a fabulous show.
- The eight annual Back to School Bike Rodeo was held June 14th in partnership with the Fruita Police Department and Family Health West. It was reconstructed with the use of Grand Valley Bikes Instructors and the Safe Routes to School program which had an attendance of over 50 children. Children were able to register their bikes, have bikes inspected by a mechanic, learn safety skills, get their helmets properly sized and fitted and complete a fun safety course.
- Truck-n-Treat is a free event created for the youth and families of the community. Approximately 50 vehicles and 2 jeep clubs were at the 2017 Truck-n-Treat. It is estimated that more than 4,000 people attended.
- In December, the City will present the Holiday Arts and Crafts Fair at the FCC. The event will be held in the gym. This is an opportunity for local artisan to sell their goods and for community members to find gifts.

2019 Budget Highlights

- The special events budget reflects decreases in several accounts. This is done to ensure sponsorships are obtained for events. When sponsorship moneys have been received, expense budgets are adjusted up accordingly. If sponsorship funds are not collected, the event is altered to meet budget or cancelled entirely.

Goals and Objectives

- Continue to provide free and low cost activities and events throughout the year.

Parks and Recreation Department

Special Events

- Continue to improve Mike the Headless Chicken Festival by increasing the number of vendors, adding additional free family games, and increasing the public awareness of the event.
- Continue to bring in a wide variety of quality bands for the Thursday Night Concert Series.

Parks and Recreation Department

Special Events

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-451-29-4111	Salaries	-	-	-	-	-	N/A
110-451-29-4120	Part Time	1,306	4,467	3,150	3,150	3,300	5%
110-451-29-4125	Contract Labor	-	-	-	-	-	N/A
110-451-29-4130	Overtime	222	238	1,000	1,000	500	-50%
		1,528	4,705	4,150	4,150	3,800	-8%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-451-29-4210	Health Insurance	-	-	-	-	-	N/A
110-451-29-4220	FICA Payroll Expense	95	303	300	300	250	-17%
110-451-29-4221	Medicare Payroll Expense	22	71	100	100	100	0%
110-451-29-4230	Retirement Contribution	-	-	-	-	-	N/A
110-451-29-4250	Unemployment Insurance	5	14	50	50	50	0%
110-451-29-4260	Workers Compensation Ins	125	125	150	150	150	0%
		247	513	600	600	550	-8%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-451-29-4310	Professional Development	-	2,653	-	-	-	N/A
110-451-29-4350	Entertainment	20,964	26,741	19,825	25,325	19,825	0%
		20,964	29,394	19,825	25,325	19,825	0%
<u>OTHER PURCHASED SERVICES</u>							
110-451-29-4553	Advertising	1,210	1,158	1,500	2,500	1,500	0%
		1,210	1,158	1,500	2,500	1,500	0%
<u>SUPPLIES</u>							
110-451-29-4610	Office Supplies	-	-	-	-	-	N/A
110-451-29-4611	Postage	83	83	500	500	500	0%
110-451-29-4612	Supplies and Equipment	23,982	24,843	20,000	24,500	21,500	8%
110-451-29-4690	Supplies for Resale	12,505	11,753	12,000	12,000	12,000	0%
		36,570	36,679	32,500	37,000	34,000	5%
<u>SPECIAL PROJECTS</u>							
110-451-29-4810	Arts and Culture Board	2,220	5,369	2,000	5,000	2,000	0%
110-451-29-4821	Fireworks Display	29,457	23,278	23,000	5,000	38,000	65%
		31,677	28,647	25,000	10,000	40,000	60%
TOTAL EXPENDITURES		92,196	101,096	83,575	79,575	99,675	19%

Parks and Recreation Department

Parks

<u>EXPENDITURES</u>	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 303,990	\$ 298,124	\$ 324,250	\$ 324,250	\$ 335,700	4%
Personnel Services, Benefits	104,256	99,524	103,800	103,800	110,600	7%
Purchased Professional Services	1,790	4,138	5,000	5,000	10,650	113%
Purchased Property Services	72,511	103,001	92,100	92,100	94,400	2%
Other Purchased Services	2,136	2,100	4,000	4,000	4,000	0%
Supplies	81,640	75,354	85,200	85,200	88,550	4%
Operating Expenses	\$ 566,323	\$ 582,241	\$ 614,350	\$ 614,350	\$ 643,900	5%
Capital	27,700	113,166	79,350	84,350	72,000	-9%
Special Projects	565	752	800	800	800	0%
Total Expense	\$ 594,588	\$ 696,159	\$ 694,500	\$ 699,500	\$ 716,700	3%

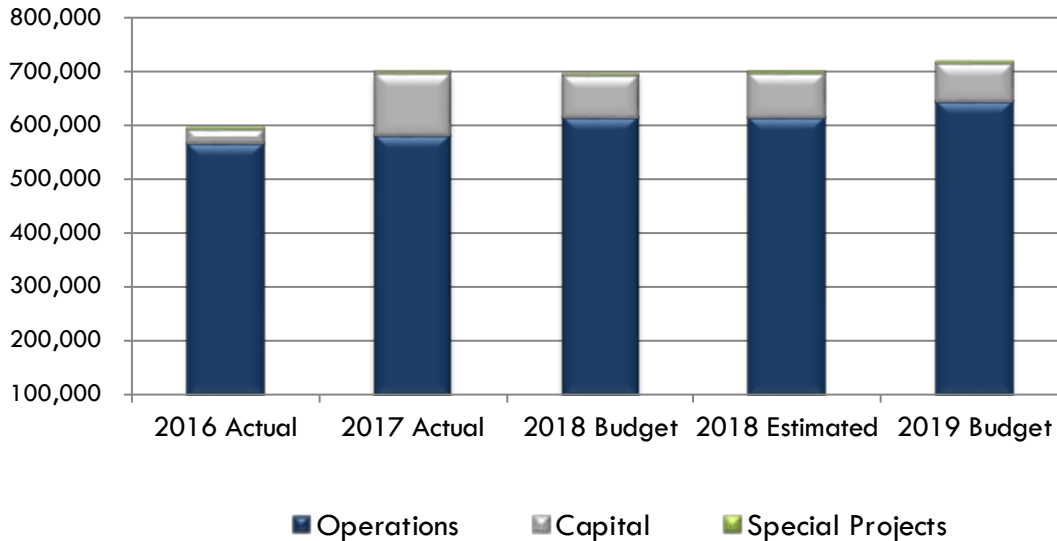
The Parks Division provides and generally maintains parks, trails, and open space lands in the best possible condition while ensuring a clean and safe environment for community members to enjoy these areas. Areas of concentration for the Parks Division include:

- Grounds management such as mulching, mowing, transplanting, fertilizing, irrigating, planting, and pruning
- Planting and maintenance of trees and maintenance of the tree farm
- Trash removal on a daily base in all parks, along trails, open space areas owned by the City as well as downtown public areas
- Weed control which includes removal and spraying of unwanted vegetation
- Maintenance of trails includes sweeping and weed control along the trail edges
- Irrigation maintenance and repair on all sprinkler system in the parks areas
- Supporting internal and external community / special events
- Support flag lowering and raising as ordered by the Governor's Office

Parks and Recreation Department

Parks

Budget History



2018 Accomplishments

- Performed maintenance on 41 acres of developed parkland (1 community park, 4 neighborhood parks and 5 specialty/pocket parks), 192 acres of open space lands (Snooks Bottom, Fruita Riverfront Park, Little Salt and Big Salt Wash Greenways), 15 miles of trail, downtown planters and all grounds at the Fruita Community Center, Police Department, Waste Water Treatment Facility, City Shops, and the Fruita Civic Center. Ensure irrigation is running optimally and repair the multitude of line breaks throughout the year.
- Supported internal and external recreational activities at various parks, which included dragging and marking baseball/softball and multipurpose fields daily for the little league baseball program as well as Fruita’s youth soccer and youth flag football programs.
- Supported the needs of City and non-City special events, including: Sweetheart Run, Fat Tire Festival, Mike the Headless Chicken Festival, Thursday Night Concert Series, July 3rd Celebration, Farmers Market, Food Truck Friday, Fruita Fall Festival, Anna Banana Race, Cops and Cars, Salty Treads, Kokopelli 100 & 140, and Truck-n-Treat. Coordinated all electrical needs for special events.
- Hosted tournaments (Triple Crown Baseball and Fruita Little League) at Little Salt Wash Park. Prepared fields by dragging and lining for games and providing upkeep during the tournaments. Worked with Fruita Monument High School to provide field space for softball and baseball practices as well as games. Hosted baseball, softball and soccer camps as well as a regional K9 competition at Little Salt Wash Park and cyclo-cross race events.
- Worked with Engineering staff to finish the Kokopelli Section of the Colorado Riverfront Trail. and finish construction of the trail in September 2018. Worked with engineering to

Parks and Recreation Department

Parks

complete trail upgrades on the Rimrock Trail. Worked with Public Works to clean up debris at the Lila Wills Property. Cleared tamarisk, Russian olive and weeds from the single-track trail on the Kokopelli Section trail. Worked with public works to clear trees and debris for Safe Route Signs for them to be installed and maintained.

- Worked with the Lower Valley Fire Department and Colorado National Guard Fire Team to do fire mitigation on Big Salt Wash and Little Salt Wash. Coordinated the Western Colorado Conservation Corps to eradicate tamarisk and Russian olives at Snooks Bottom and Fruita Riverfront Open Space Areas.
- Repaired fencing along access road to Snooks Bottom Open Space. Contracted to mitigate weeds at Snooks Bottom Open Space, the Fruita Riverfront Park and along the Little Salt Wash Trail. Maintaining trash receptacles along with dog waste collections at Devil's Canyon Trailhead to support BLM's operations. Installed new covers over the playground at Little Salt Wash Park. Installed and maintaining new trash receptacle and benches on the new Kokopelli Trail. Rebuilt existing Netafin Filter at Little Salt Wash Park. Install 4 new swing sets at Reed Park.
- Parks Crew Leader, Art Shires, attended ADA Training. Parks crew attended Irrigation and pump repair classes and playground safety training.
- The Parks Department was the highest rated City Service in the 2018 Fruita Community Survey – 86% the community was Very Satisfied or Satisfied with the Overall Quality of Parks in the City of Fruita.

2019 Budget Highlights

- Increase personnel costs including salaries, taxes and benefits by 4%.
- Addition of Open Space Management for open space weed control and maintenance with initial 2019 funding at \$5,650.
- Increase Service Contracts by \$1,000 to include additional tree maintenance and portapottie services.
- Increase utilities \$1,500 for electricity at Olga Anson Park (Vista Valley) previously paid by the HOA.
- Increase water share rental \$350 for an additional 8 water shares for Olga Anson Park (Vista Valley) previously paid by the HOA.
- Increase uniforms and safety equipment by \$1,500.
- Replacement of one wide area mower for parks maintenance - \$72,000

Parks and Recreation Department

Parks

Goals

- Continue to maintain and improve all City parks, trails and open space areas.
- Look for areas to improve efficiencies in the Parks Division operations.
- Participate in the in planning, design and construction of Parks related Capital Projects.
- Improve pumphouses to cut down on maintenance.
- Improve irrigation to help with better water savings.

Objectives

- To provide for all citizens a variety of enjoyable leisure facilities which are accessible, safe, physically attractive and well maintained. A level of maintenance consisting of the following will be applied:
 - Turf care: Cut a minimum once every 5 days or as needed
 - Fertilizer: Apply one time per year to maintain healthy grass.
 - Irrigation: Supplemental irrigation on demand at least 3 times per week
 - Litter control: Minimum service of three times per week during off season. During the warm months it is collected a minimum of seven times per week.
 - Pruning: When required, for health or reasonable appearance.
 - Disease and Insect Control: Completed on an annual routine basis to maintain health of vegetation
 - Lighting: Replacement or repair of fixtures when needed
 - Safety Inspections: conduct and document findings of safety inspections on a routine basis of playground and other facilities
 - Restrooms: Serviced a minimum of 7 times per week
 - Snow Removal: Remove snow that has accumulated more than 2 inches along trails and public sidewalks, focusing on transportation corridors for public facilities and schools.
- Continue to add trees to the City Parks for beautification, environmental protection and cooling of concreted / asphalted areas.
- Increase the effective preventive maintenance of all parks to include spraying for insect infestations and tree spraying to prevent possible blight and tree loss.
- Participate in the following Capital Projects: Pump House replacement at Reed, Heritage, Prospector Parks and the Civic Center. Replace Netafin Filtration Systems at Reed and Vista Valley Parks.

Parks and Recreation Department

Parks

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-451-80-4113	Salaries, Public Works	201,482	201,018	204,400	204,400	213,000	4%
110-451-80-4120	Part Time	89,709	85,656	105,250	105,250	107,500	2%
110-451-80-4130	Overtime	12,799	11,450	14,600	14,600	15,200	4%
		303,990	298,124	324,250	324,250	335,700	4%
PERSONNEL SERVICES, BENEFITS							
110-451-80-4210	Health Insurance	60,005	56,016	56,700	56,700	61,200	8%
110-451-80-4220	FICA Payroll Expense	18,690	18,351	20,100	20,100	20,800	3%
110-451-80-4221	Medicare Payroll Expense	4,371	4,291	4,700	4,700	4,900	4%
110-451-80-4230	Retirement Contribution	9,328	9,296	9,750	9,750	10,150	4%
110-451-80-4250	Unemployment Insurance	912	894	1,300	1,300	1,350	4%
110-451-80-4260	Workers Compensation Ins	10,950	10,676	11,250	11,250	12,200	8%
		104,256	99,524	103,800	103,800	110,600	7%
PURCHASED PROFESSIONAL SERVICES							
110-451-80-4310	Professional Development	1,790	4,138	5,000	5,000	5,000	0%
110-451-80-4316	Trails and Open Space Mgmt	-	-	-	-	5,650	N/A
		1,790	4,138	5,000	5,000	10,650	113%
PURCHASED PROPERTY SERVICES							
110-451-80-4424	Parks Repair & Maintenance	35,311	52,751	48,000	48,000	48,000	0%
110-451-80-4425	Tamarisk Removal	3,000	10,000	3,000	3,000	3,000	0%
110-451-80-4430	Service Contracts	4,200	4,250	7,000	7,000	8,000	14%
110-451-80-4435	Fleet Maintenance Charges	30,000	36,000	34,100	34,100	35,400	4%
		72,511	103,001	92,100	92,100	94,400	2%
OTHER PURCHASED SERVICES							
110-451-80-4530	Telephone	2,136	2,100	4,000	4,000	4,000	0%
		2,136	2,100	4,000	4,000	4,000	0%
SUPPLIES							
110-451-80-4612	Supplies and Tools	32,341	23,502	30,000	30,000	30,000	0%
110-451-80-4620	Utilities	28,021	30,593	29,000	29,000	30,500	5%
110-451-80-4626	Fuel	12,991	16,087	17,500	17,500	17,500	0%
110-451-80-4629	Water Share Assessments	693	773	1,200	1,200	1,550	29%
110-451-80-4650	Landscaping Supplies	4,710	1,185	4,000	4,000	4,000	0%
110-451-80-4661	Uniforms and Safety Equip	2,884	3,214	3,500	3,500	5,000	43%
		81,640	75,354	85,200	85,200	88,550	4%
CAPITAL							
110-451-80-4742	Mobile Equipment	18,414	113,166	79,350	79,350	72,000	-9%
110-451-80-4743	Furniture and Equipment	9,286	-	-	5,000	-	N/A
		27,700	113,166	79,350	84,350	72,000	-9%
SPECIAL PROJECTS							
110-451-80-4810	Tree Projects	565	752	800	800	800	0%
		565	752	800	800	800	0%
TOTAL PARKS		594,588	696,159	694,500	699,500	716,700	3%

Non-Departmental

Non-Departmental

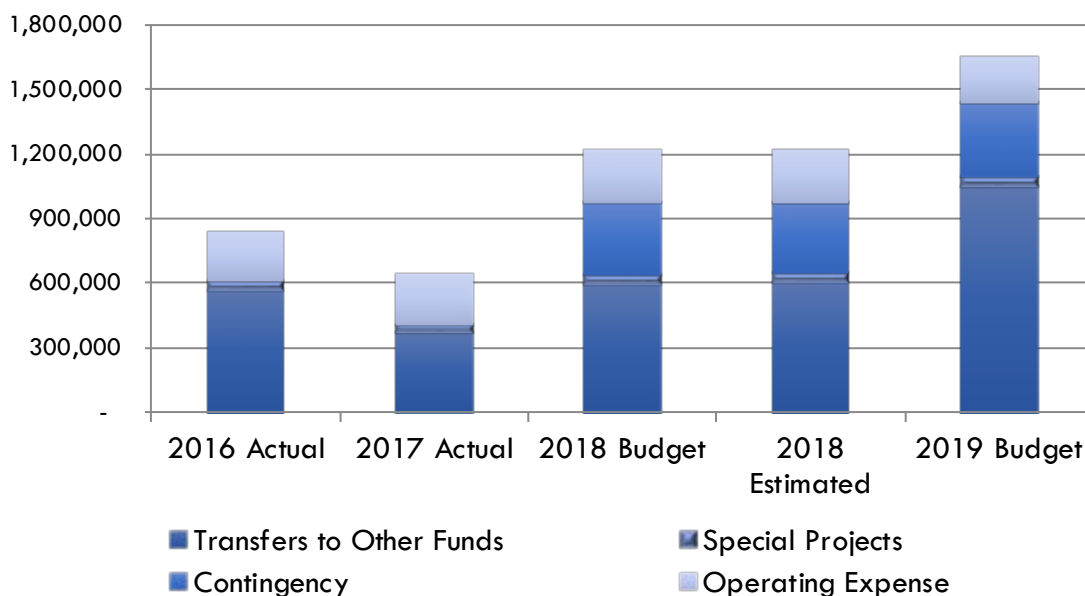
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Non-Departmental

Expenses by Category	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Personnel Services, Benefits	21,066	27,362	20,000	20,000	-	-100%
Purchased Professional Services	34,456	42,891	53,500	58,100	58,900	10%
Purchased Property Services	21,233	13,866	16,000	16,000	9,000	-44%
Other Purchased Services	147,318	143,120	150,000	150,000	150,000	0%
Operating Expense	\$ 224,073	\$ 227,239	\$ 239,500	\$ 244,100	\$ 217,900	-9%
Special Projects	41,489	41,489	42,000	42,000	48,000	14%
Contingency	-	-	338,400	325,600	335,700	-1%
Transfers to Other Funds	569,447	367,946	595,000	606,550	1,052,000	77%
Total Expense	\$ 835,009	\$ 636,674	\$ 1,214,900	\$ 1,218,250	\$ 1,653,600	36%

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

Budget History



Non-Departmental

2019 Budget Highlights

Transportation Services - \$47,500. The City of Fruita contributes to the regional transportation system which provides transit services to the elderly and disabled as well as a fixed route bus system that was implemented in February of 2000. The City's contribution is \$45,000 in 2019, a 15% increase from the prior year. Also included in transportation services is \$2,500 for costs associated with administration of the Unified Planning Work Program administered by the Metropolitan Planning Organization and governed the Regional Transportation Committee.

5-2-1 Drainage Authority - \$24,000. The purpose of the Authority is to provide regional solutions to storm water and drainage issues. The drainage authority was formed in 2004 by intergovernmental agreement between Mesa County, City of Grand Junction, City of Fruita, Town of Palisade and the Grand Junction Drainage District. The 2019 budget includes a 26% increase in the city's contribution to the 5-2-1 Drainage Authority. This amount is determined as part of a percentage of the total permits issued through the Authority and population of the various entities.

Mesa Land Trust - \$7,300. The City contributes to the operational costs for Mesa Land Trust in administering the conservation easements in the buffer areas and obtain preliminary appraisals. This reflects a \$400 increase from the prior year.

Property Tax Rebates - \$500. Fruita residents who meet the age, income and other criteria are eligible for a property tax rebate on their City of Fruita property tax assessment. The rebate amount is the greater of \$50.00 or 50% of the City of Fruita assessment.

Contingency for Health Insurance Risk - \$67,000. The City participated in a health insurance risk/reward program in 2018. It is anticipated that the City's claims will exceed the estimates and will owe additional funds as part of the Risk/Reward program. This amount will not be determined until the middle of 2019 but the budget anticipates the maximum payment under the risk/reward program of \$67,000. Funds for any risk payment are available in the Health Insurance Reserve account.

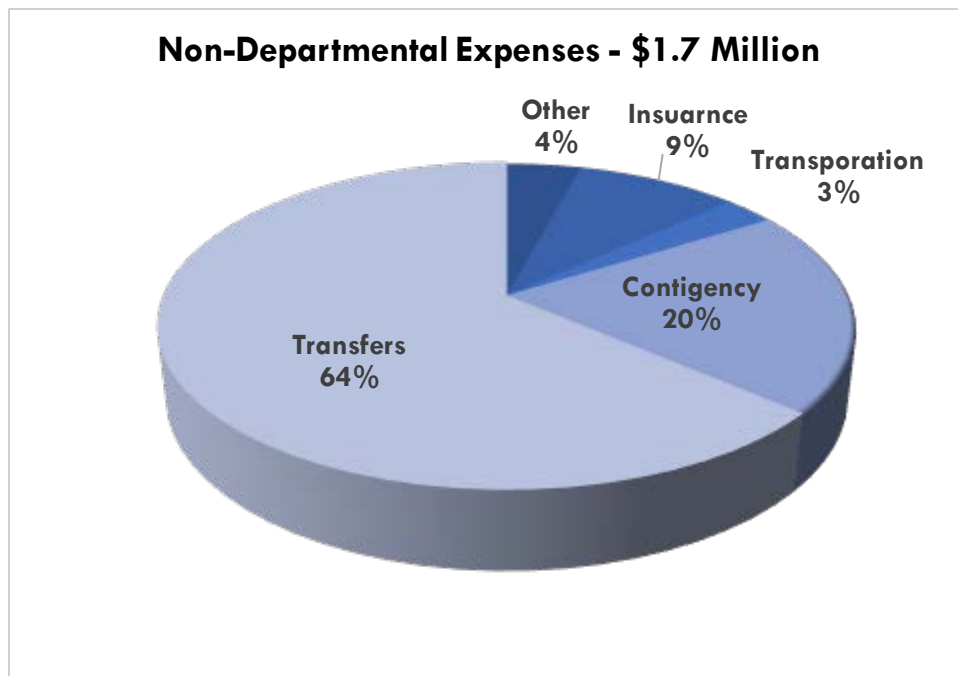
Contingency - \$210,000. Contingency funds are appropriated from unrestricted fund balance for unanticipated expenses or reductions in revenue which may arise throughout the year. Contingency funds are approximately 3% of the General Fund operating expenses (excludes capital and transfers).

Contingency for Economic Development - \$58,700. Contingency funds are appropriated from unrestricted fund balance for expenses associated with economic development. This amount reflects the initial \$100,000 allocated in 2016 less actual expenses for 2016 and 2017 and budgeted expenses for 2018 and 2019. The City has committed up to \$30,000 of this contingency for designation of the region as a Foreign Trade zone. Funds are typically transferred from the contingency account to the economic development line item in the City Manager's Budget with Council approval.

Non-Departmental

Transfers - \$1,052,000. Transfers include \$945,000 to the Capital Projects Fund for specific projects, a transfer of \$95,000 to the Community Center Fund which represents the historic subsidy provided by the General Fund for programs which were transferred to the Community Center Fund, including the outdoor swimming pool and aquatics programs, senior services, and fitness/wellness programs, and a transfer of the \$12,000 in billboard lease revenues to the Marketing and Promotion fund for alternative marketing tools.

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



Non-Departmental

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-490-01-4119	Salary Contingency	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
PERSONNEL SERVICES, BENEFITS							
110-490-01-4210	Health Insurance Assessment	1,340	(10)	-	-	-	N/A
110-490-01-4211	Supplemental Health Ins.	19,726	27,372	20,000	20,000	-	-100%
		21,066	27,362	20,000	20,000	-	-100%
PURCHASED PROFESSIONAL SERVICES							
110-490-01-4310	Tuition Reimbursement	-	-	3,600	3,600	3,600	0%
110-490-01-4318	County Collection Fees	22,556	22,991	24,000	24,000	24,000	0%
110-490-01-4333	Mesa Land Trust	6,900	6,900	6,900	6,900	7,300	6%
110-490-01-4334	5-2-1 Drainage Authority	5,000	13,000	19,000	23,600	24,000	26%
		34,456	42,891	53,500	58,100	58,900	10%
PURCHASED PROPERTY SERVICES							
110-490-01-4430	Service Contracts	8,392	7,163	9,000	9,000	9,000	0%
110-490-01-4452	Drainage Fees	12,841	6,703	7,000	7,000	-	-100%
		21,233	13,866	16,000	16,000	9,000	-44%
OTHER PURCHASED SERVICES							
110-490-01-4520	Property Insurance	34,243	36,000	32,000	32,000	20,000	-38%
110-490-01-4521	Vehicle Insurance	15,792	18,628	25,000	28,250	30,000	20%
110-490-01-4522	Liability Insurance	83,000	83,000	73,000	73,000	75,000	3%
110-490-01-4523	Insurance Deductible	14,283	5,492	20,000	16,750	25,000	25%
		147,318	143,120	150,000	150,000	150,000	0%
SPECIAL PROJECTS							
110-490-01-4830	Transportation	41,489	41,489	41,500	41,500	47,500	14%
110-490-01-4840	Property Tax Rebates	-	-	500	500	500	0%
		41,489	41,489	42,000	42,000	48,000	14%
CONTINGENCY							
110-490-01-4846	Contingency - Health Ins. Risk	-	-	67,000	67,000	67,000	0%
110-490-01-4850	Contingency	-	-	206,000	193,200	210,000	2%
110-490-01-4851	Contingency - Economic Dev	-	-	65,400	65,400	58,700	-10%
		-	-	338,400	325,600	335,700	-1%
TRANSFERS TO OTHER FUNDS							
110-490-01-4917	Transfer to Marketing Fund	-	12,000	12,000	12,000	12,000	0%
110-490-01-4919	Transfer to Comm Center	95,000	95,000	95,000	95,000	95,000	0%
110-490-01-4930	Transfer to Capital Project	474,447	260,946	488,000	499,550	945,000	94%
		569,447	367,946	595,000	606,550	1,052,000	77%
TOTAL EXPENDITURES		835,009	636,674	1,214,900	1,218,250	1,653,600	36%

Conservation Trust Fund

Conservation Trust Fund

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Conservation Trust Fund

SUMMARY

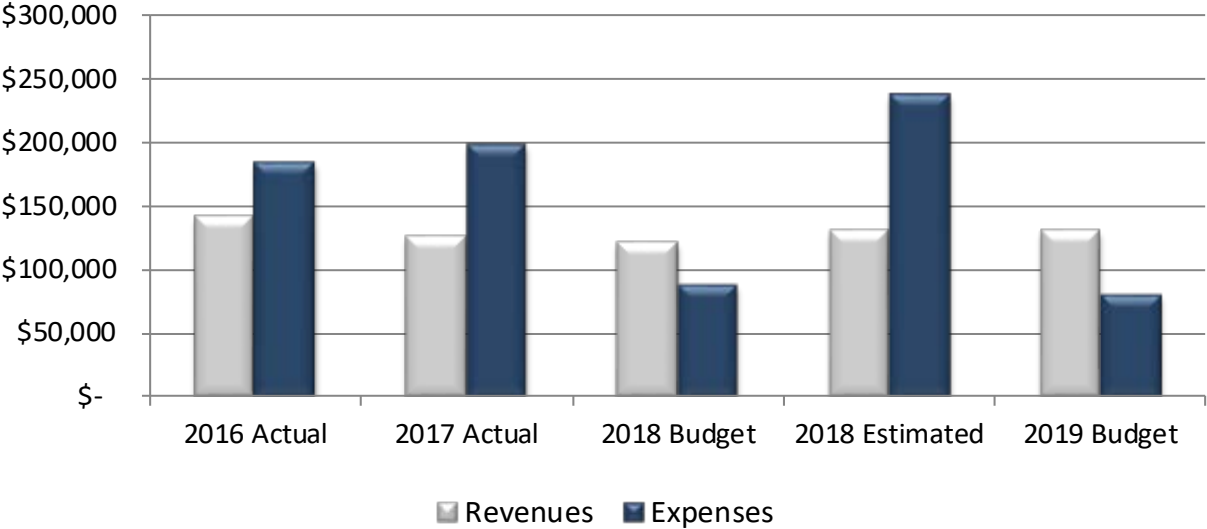
	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Beginning Funds Available	\$278,237	\$236,151	\$163,746	\$163,746	\$ 56,796	-65%
Revenues						
Intergovernmental Revenues	\$141,498	\$125,598	\$120,000	\$130,000	\$130,000	8%
Miscellaneous	-	195	-	-	-	N/A
Total Revenues	\$141,498	\$125,793	\$120,000	\$130,000	\$130,000	8%
Expenses						
Capital Projects	\$ -	\$ 26,000	\$ 10,000	\$ 10,000	\$ -	-100%
Transfer to Capital Projects	183,584	172,198	77,500	226,950	80,000	3%
Total Expense	\$183,584	\$198,198	\$ 87,500	\$236,950	\$ 80,000	-9%
Excess (Deficiency) of Revenues over Expenditures	\$ (42,086)	\$ (72,405)	\$ 32,500	\$(106,950)	\$ 50,000	54%
Ending Funds Available	\$ 236,151	\$ 163,746	\$ 196,246	\$ 56,796	\$ 106,796	-46%
Components of Funds Available						
Restricted for POST	\$139,000	\$163,746	\$196,246	\$ 56,796	\$106,796	-46%
Assigned for land acquisition	97,151	-	-	-	-	N/A
	\$236,151	\$163,746	\$196,246	\$ 56,796	\$106,796	-46%

PURPOSE OF THE FUND

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

Conservation Trust Fund

REVENUES AND EXPENSES



Revenues

Conservation Trust Fund revenues are received by the City of Fruita from the distribution of Lottery proceeds received by the State of Colorado. Forty percent (40%) of the net proceeds are distributed to eligible entities using a formula based on population. Lottery proceeds tend to fluctuate based on interest in lottery games. Revenues are budgeted at \$130,000 in 2019 and reflect an 8% increase from the 2018 Budget and are flat compared to estimated 2018 revenues.

Expenses

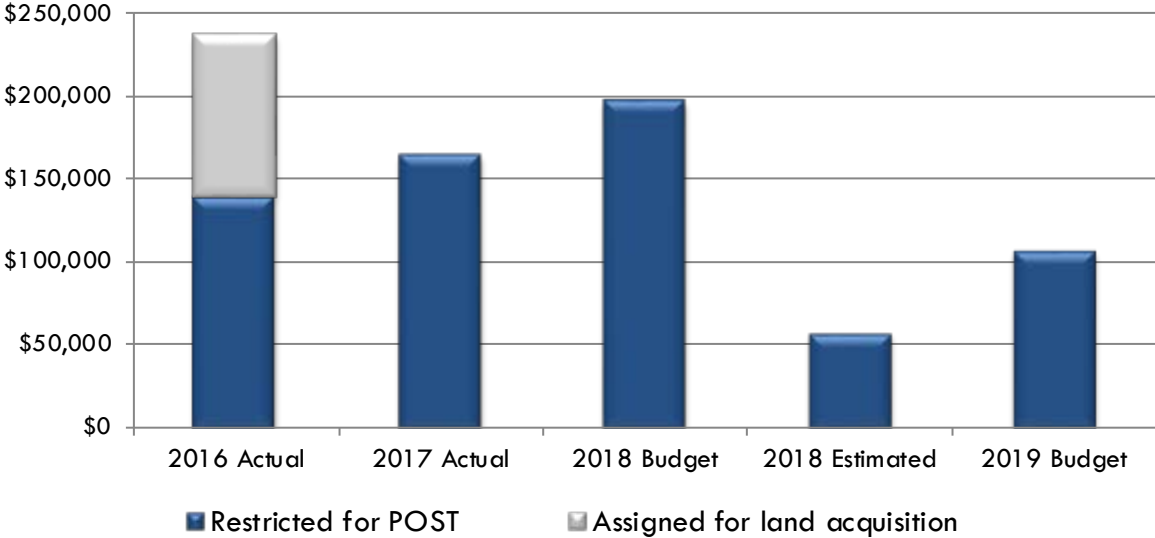
Conservation Trust Funds must be spent for parks, recreation and open space purposes in accordance with Colorado Revised Statutes (29-21-101). The City is required to file annual reports on these expenditures to ensure compliance with state statutes. Expenses vary from year to year based on capital projects planned for the year. Expenses are budgeted at \$80,000 in 2019, with this amount transferred to the Capital Projects Fund. Capital projects for 2019 include:

- Filters for the irrigation system at Olga Anson Park (Vista Valley) and Civic Center Park - \$40,000
- Pump houses (Cinder block) at Heritage Park and Civic Center Park - \$40,000

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

Conservation Trust Fund

FUNDS AVAILABLE



The Conservation Trust Fund is estimated to have available funds of \$106,796 at the end of 2019. The 2018 Budget includes the addition of \$50,000 to available funds.

PERSONNEL

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

2018 ACCOMPLISHMENTS

- Completion of capital projects including
 - Construction of the Kokopelli Trail
 - Playground equipment for Reed Park has been ordered and It is anticipated that installation will occur in the fall of 2018.

2019 Highlights

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

Conservation Trust Fund

- The 2019 Budget includes transfers to the Capital Projects Fund for the following parks, open space and trail improvement projects:
 - Irrigation system filters - \$40,000
 - Pump houses (Cinder block) - \$40,000

GOALS AND OBJECTIVES

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

Conservation Trust Fund

Revenues

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Change
INTERGOVERNMENTAL REVENUES							
121-000-00-3358	Lottery Funds	141,498	125,598	120,000	130,000	130,000	8%
		141,498	125,598	120,000	130,000	130,000	8%
MISCELLANEOUS							
121-000-00-3610	Interest on deposits	-	195	-	-	-	0%
		-	195	-	-	-	0%
TOTAL REVENUES		141,498	125,793	120,000	130,000	130,000	8%

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Change
CAPITAL PROJECTS							
121-820-78	Furniture and equipment	-	-	-	-	-	0%
121-880-78	Trail construction contribution	-	10,000	10,000	10,000	-	0%
121-880-78	Conservation Easements	-	16,000	-	-	-	0%
		-	26,000	10,000	10,000	-	0%
TRANSFERS TO OTHER FUNDS							
121-880-78-4930	Transfer to Capital Projects	183,584	172,198	77,500	226,950	80,000	3%
		183,584	172,198	77,500	226,950	80,000	3%
TOTAL EXPENSES		183,584	198,198	87,500	236,950	80,000	-9%

Marketing and Promotion Fund

Marketing and Promotion Fund

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Marketing and Promotion Fund

SUMMARY

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>Beginning Funds Available</u>	\$ 88,818	\$ 100,760	\$ 106,763	\$ 106,763	\$ 106,763	0%
<u>Revenues</u>						
Taxes	\$ 110,846	\$ 120,882	\$ 113,000	\$ 113,000	\$ 124,000	10%
Charges for Services	72	314	-	-	-	N/A
Miscellaneous	-	576	-	-	-	N/A
Subtotal	\$ 110,918	\$ 121,772	\$ 113,000	\$ 113,000	\$ 124,000	10%
Transfers from Other Funds	-	12,000	12,000	12,000	12,000	0%
Total Revenues	\$ 110,918	\$ 133,772	\$ 125,000	\$ 125,000	\$ 136,000	9%
<u>Expenses</u>						
Personnel Services, Salaries	\$ 14,079	\$ 13,267	\$ 14,250	\$ 14,250	\$ 15,100	6%
Personnel Services, Benefits	4,365	4,161	4,750	4,750	3,550	-25%
Purchased Professional Services	-	-	-	2,300	2,300	N/A
Purchased Professional Services	-	-	1,400	1,400	1,450	4%
Other Purchased Services	55,367	59,953	59,000	65,000	65,000	10%
Supplies	3,665	24,988	5,300	5,300	7,300	38%
Subtotal Operating Expenses	\$ 77,476	\$ 102,369	\$ 84,700	\$ 93,000	\$ 94,700	12%
Special Projects	21,500	25,400	32,500	30,200	37,500	15%
Contingency	-	-	7,800	1,800	3,800	-51%
Transfers to Other Funds	-	-	-	-	-	N/A
Total Expense	\$ 98,976	\$ 127,769	\$ 125,000	\$ 125,000	\$ 136,000	9%
<u>Excess (Deficiency) of Revenues over Expenditures</u>	\$ 11,942	\$ 6,003	\$ -	\$ -	\$ -	N/A
<u>Ending Funds Available</u>	\$ 100,760	\$ 106,763	\$ 106,763	\$ 106,763	\$ 106,763	0%
<u>Components of Funds Available</u>						
Restricted for marketing	\$ 100,760	\$ 106,763	\$ 106,763	\$ 106,763	\$ 106,763	0%
Assigned for health insurance	-	-	-	-	-	N/A
	\$ 100,760	\$ 106,763	\$ 106,763	\$ 106,763	\$ 106,763	0%

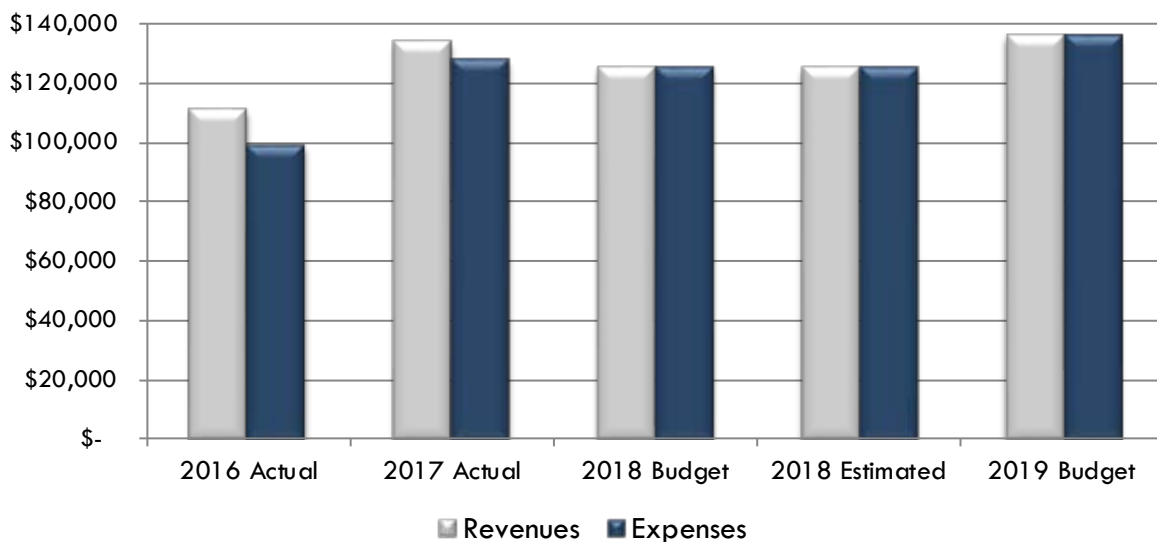
Marketing and Promotion Fund

PURPOSE OF THE FUND

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

The Fruita Tourism Advisory Council strives to promote responsible tourism in an area where geology, paleontology, mountain biking, and other outdoor recreation resources are abundant. The Fruita Tourism Advisory Council, established pursuant to the Ordinance, consists of representatives of the lodging industry, area attractions, retail business owners, the City Council and other interested parties. The Advisory Council advises the City Manager and City Council concerning the use of funds collected from the tax on lodging. All expenses from this fund are used for the purpose of marketing and promoting the City.

REVENUES AND EXPENSES



Revenues

The voter's approved a 3% lodging tax in April 1996. Revenues received from the lodging tax are exempt from limitations of Article X, Section 20 of the Colorado Constitution (Tabor) as a voter approved revenue change.

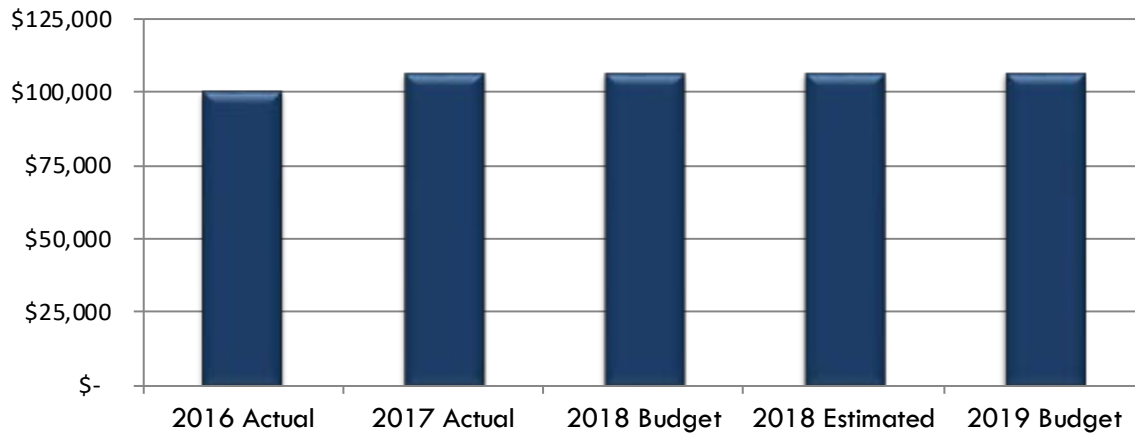
Revenues for 2019 are projected to increase 10% compared to 2018 budgeted revenues. The 2019 Budget includes a transfer of \$12,000 from the General Fund from the rental of the I-70 billboard.

Marketing and Promotion Fund

Expenses

Expenses of \$136,000 are budgeted to increase 9% in 2019. Changes in expenses are detailed in the 2019 Budget Highlights.

FUNDS AVAILABLE



Available Funds of \$106,763 are estimated at the end of 2019 and remain unchanged from 2018 estimated available funds.

PERSONNEL

Marketing and Promotion Fund - Staffing Chart (Manhours)				
	2016	2017	2018	2019
Hours Summary	Actual	Actual	Estimated	Budget
Full time employees	416	390	416	416
Part time employees	-	-	-	-
Overtime	-	-	-	-
Total Hours	416	390	416	416
Total FTE Equivalent	0.20	0.19	0.20	0.20

Marketing and Promotion Fund

2018 Accomplishments

- Continued implementation of the Marketing Plan and “Play Like a Local” campaign created in 2017 with a focus of reaching Denver and Front Range families by showcasing the wide variety of recreation activities Fruita has available for all ages. The Plan calls for a focus on growing digital marketing with some print to compliment those efforts.
- Ongoing content, photo, and Search Engine Optimization (SEO) updates to www.gofruita.com, with a 70% increase in average monthly website sessions from 2017.
- Created a new, refreshed design for the www.gofruita.com website to better showcase the character and activities of Fruita in an easy-to-navigate and mobile-friendly way. Implementation of the new design began in fall 2018.
- Executed several Google Ad Word campaigns focusing on hiking, biking, and exploring the Colorado National Monument in Fruita.
- Explored new digital advertising venues to reach specific audiences; advertising venues included Out There Colorado, 303 Magazine, Colorado Mountain Activities, Springs Media, and Colorado Parent Magazine.
- New photography and video footage was captured. To coincide with the campaign, photos were taken of Fruita locals partaking in recreation activities, and video footage included interview with residents.
- Fruita’s social media presence continued to be strong on Facebook with boosted posts to reach new audiences and high video views. The Instagram presence was improved with a 70% increase in followers and more consistent posting.
- Increased partnership with the Colorado Tourism Office (www.Colorado.com) to take advantage of their avenues to reach potential visitors. This included a free, week-long Instagram takeover of the Visit Colorado account; posts had a total reach of 790,000.

It continues to be a priority to support our unique festivals and tourism related events. Annually, \$22,000 is allocated to various festivals and events; however, the process of disbursing those budget dollars was determined by applications submitted from various individuals or groups and recommendations from the Fruita Tourism Advisory Council were made to City Council as to how the special events dollars should be allocated.

2019 Budget Highlights

- Advertising and Promotion services are budgeted at \$65,000 for advertising and promotion services provided by Slate Communications. An increase of 10% over the 2018 Adopted Budget.
- IT Services of \$1,450 including the annual website hosting fee for gofruita.org.
- Signs and banners of \$7,000 reflect an increase of 40% to add an electronic sign for event snipes next to the I70 billboard.

Marketing and Promotion Fund

- Miscellaneous contributions of \$8,000 include contributions to other agencies for regional tourism related efforts. The following contributions are anticipated in 2019:
 - CMU Sports Commission..... \$3,000
 - Product launches or representation of Fruita at outdoor recreation trade shows such as Outdoor Retailer, Sea Otter or Interbike..... \$5,000
- Mini Grants of \$4,000 to support smaller events that promote tourism in Fruita.
- Special event contributions of \$25,500 for special events which brings visitors and tourists to the City. A competitive process was established in 2019 for awarding these funds based on their benefit to the community. The following special event funding awards were made for the 2019 Budget year.
 - Mike the Headless Chicken Festival..... \$3,000
 - Thursday Night Concert Series..... \$4,000
 - Fat Tire Festival..... \$3,500
 - Fruita Fall Festival..... \$3,000
 - Farmer's Market..... \$5,000
 - Colorado Riverfront Concert Series..... \$3,000
 - Rimrock Rodeo..... \$1,000
 - MAD Racing (Desert Edge Triathlon) \$1,500
 - MAD Racing (Salty Treads Cycle Cross) \$1,500
- Contingency funds of \$3,800 are included in the 2019 Budget for any unanticipated expenses that may come up through the year. City Council approval is required before contingency funds may be spent.

Goals and Objectives

- Refresh marketing plan to continue reaching Denver and Front Range families and evaluate if the “Play Like a Local” campaign should be continued or if a new campaign will be developed.
- Continued growth of the photo and video library to be shared on a variety of platforms.
- Complete final implementation of the new design, navigation, and content for www.gofruita.com.
- Increase content creation for Facebook, Instagram and the GoFruita.com blog. Extra social media pushes will also be implemented to increase followers, engagement, and traffic to the website.

Marketing and Promotion Fund

- Explore new partnerships and avenues to grow awareness in niche groups and specific locations in Colorado and potential out-of-state locations.
- Re-implement a tourism mini-grant program to help support smaller events that promote tourism in Fruita. This program is in addition to the Special Events annual allotment.

Marketing and Promotion Fund

Revenues

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>TAXES</u>							
125-000-00-3134	Lodgers Tax	110,846	120,882	113,000	113,000	124,000	10%
		110,846	120,882	113,000	113,000	124,000	10%
<u>CHARGES FOR SERVICES</u>							
125-000-00-3483	Penalties	72	314	-	-	-	N/A
		72	314	-	-	-	N/A
<u>MISCELLANEOUS</u>							
125-000-00-3610	Interest on deposits	-	76	-	-	-	N/A
125-000-00-3641	Miscellaneous Donations	-	500	-	-	-	
125-000-00-3680	Miscellaneous	-	-	-	-	-	N/A
		-	576	-	-	-	N/A
<u>TRANSFERS FROM OTHER FUNDS</u>							
125-000-00-3910	Transfer from General Fund	-	12,000	12,000	12,000	12,000	0%
		-	12,000	12,000	12,000	12,000	0%
TOTAL REVENUES		110,918	133,772	125,000	125,000	136,000	9%

Marketing and Promotion Fund

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
125-465-53-4111	Salaries, Administrative	14,079	13,267	14,250	14,250	15,100	6%
125-465-53-4120	Part Time	-	-	-	-	-	N/A
		14,079	13,267	14,250	14,250	15,100	6%
<u>PERSONNEL SERVICES, BENEFITS</u>							
125-465-53-4210	Health Insurance	2,606	2,513	2,850	2,850	1,525	-46%
125-465-53-4220	FICA Payroll Expense	837	779	900	900	950	6%
125-465-53-4221	Medicare Payroll Expense	196	182	225	225	250	11%
125-465-53-4230	Retirement Contribution	634	597	650	650	700	8%
125-465-53-4250	Unemployment Insurance	42	40	75	75	75	0%
125-465-53-4260	Workers Compensation Insurance	50	50	50	50	50	0%
		4,365	4,161	4,750	4,750	3,550	-25%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
125-465-53-4310	Professional Development	-	-	-	2,300	2,300	N/A
		-	-	-	2,300	2,300	N/A
<u>PURCHASED PROPERTY SERVICES</u>							
125-465-53-4438	IT Services	-	-	1,400	1,400	1,450	4%
		-	-	1,400	1,400	1,450	4%
<u>OTHER PURCHASED SERVICES</u>							
125-465-53-4550	Printing	-	-	-	-	-	N/A
125-465-53-4553	Advertising & Promotion	55,367	59,953	59,000	65,000	65,000	10%
		55,367	59,953	59,000	65,000	65,000	10%
<u>SUPPLIES</u>							
125-465-53-4610	Office Supplies	-	-	-	-	-	N/A
125-465-53-4612	Supplies and Equipment	-	-	-	-	-	N/A
125-465-53-4620	Billboard utilities	166	186	300	300	300	0%
125-465-53-4642	Signs & Banners	3,499	24,802	5,000	5,000	7,000	40%
		3,665	24,988	5,300	5,300	7,300	38%
<u>SPECIAL PROJECTS</u>							
125-465-53-4842	Miscellaneous Contributions	-	9,000	10,000	7,700	8,000	-20%
125-465-53-4843	Mini Entertainment Grants	-	-	-	-	4,000	N/A
125-465-53-4844	Special Events	21,500	16,400	22,500	22,500	25,500	13%
125-465-53-4846	Health Insurance Reserve	-	-	-	-	-	N/A
		21,500	25,400	32,500	30,200	37,500	15%
<u>CONTINGENCY</u>							
125-465-53-4850	Contingency	-	-	7,800	1,800	3,800	-51%
		-	-	7,800	1,800	3,800	-51%
<u>TRANSFERS TO OTHER FUNDS</u>							
125-465-53-4950	Transfer to General Fund	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENSES		98,976	127,769	125,000	125,000	136,000	9%

Community Center Fund

Community Center Fund

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Community Center Fund

SUMMARY

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Beginning Funds Available	\$1,105,200	\$1,061,857	\$1,187,870	\$1,187,870	\$1,372,645	16%
Revenues						
Taxes	\$1,122,697	\$1,237,200	\$1,187,500	\$1,385,000	\$1,315,500	11%
Charges for Services	1,065,847	1,148,765	1,226,475	1,236,975	1,322,000	8%
Intergovernmental Revenues	2,000	-	-	-	-	N/A
Fines and Forfeitures	-	-	-	-	-	N/A
Interest and Rentals	47,858	48,308	50,000	43,400	59,000	18%
Other Financing Sources	24,839	-	-	-	-	N/A
Transfers from Other Funds	95,000	95,000	95,000	95,000	95,000	0%
Total Revenues	\$2,358,241	\$2,529,273	\$2,558,975	\$2,760,375	\$2,791,500	9%
Expenses						
Personnel Services, Salaries	\$ 919,940	\$ 912,123	\$1,030,350	\$1,034,800	\$1,159,200	13%
Personnel Services, Benefits	185,129	194,643	205,525	205,925	269,575	31%
Purchased Professional Services	44,145	43,526	41,750	51,300	55,050	32%
Purchased Property Services	94,503	98,800	122,300	120,300	115,800	-5%
Other Purchased Services	44,174	42,225	32,000	33,300	55,300	73%
Supplies	289,582	324,438	286,550	309,075	290,950	2%
Special Projects	-	-	-	7,400	25,000	N/A
Contingency	-	-	30,000	-	40,500	35%
Operating Expenses	\$1,577,473	\$1,615,755	\$1,748,475	\$1,762,100	\$2,011,375	15%
Capital	89,370	82,805	76,000	79,000	135,700	79%
Transfer to Capital Projects	39,391	-	-	-	-	N/A
Transfer to Debt Service	695,350	704,700	734,500	734,500	725,050	-1%
Total Expense	\$2,401,584	\$2,403,260	\$2,558,975	\$2,575,600	\$2,872,125	12%
Excess (Deficiency) of Revenues over Expenditures	\$ (43,343)	\$ 126,013	\$ -	\$ 184,775	\$ (80,625)	N/A
Ending Funds Available	\$ 1,061,857	\$ 1,187,870	\$ 1,187,870	\$ 1,372,645	\$ 1,292,020	9%
Components of Funds Available						
Committed-Equip Replacement	\$ 486,004	\$ 536,004	\$ 510,004	\$ 507,004	\$ 485,554	-5%
Committed-Oper Reserve (25%)	394,368	403,939	437,119	440,525	502,844	15%
Available for Community Cntr	181,485	247,927	240,747	425,116	303,622	26%
	\$1,061,857	\$1,187,870	\$1,187,870	\$1,372,645	\$1,292,020	9%

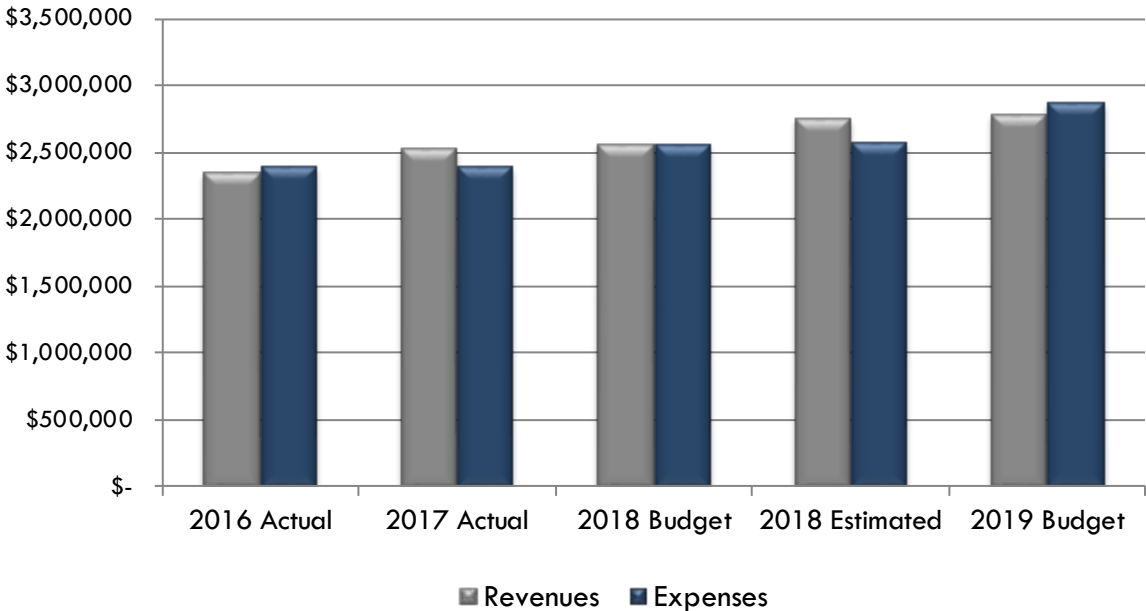
Community Center Fund

PURPOSE OF THE FUND

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

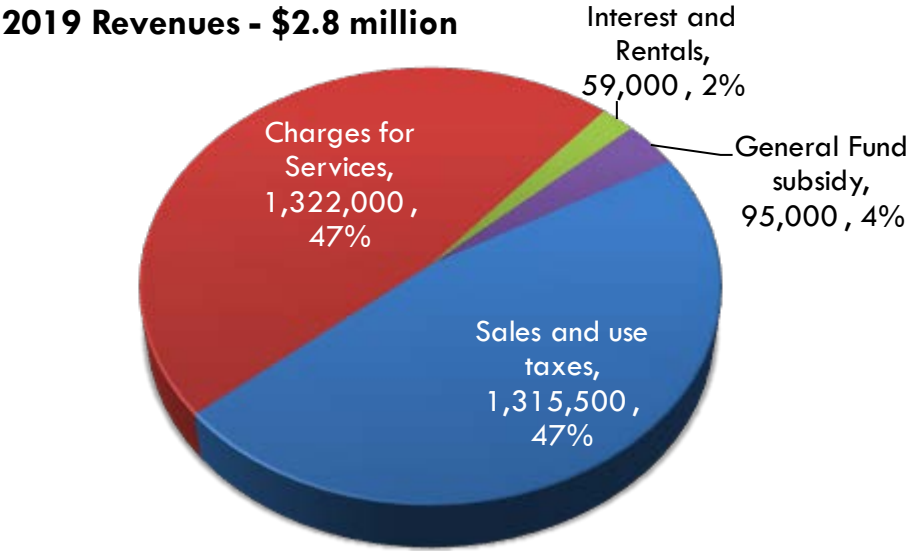
The Fruita Community Center provides a recreational facility and activities for the Fruita community. The Community Center enhances and improves the quantity and quality of programs, activities and special events. The Community Center consists of the following programs: Senior Center, Indoor Leisure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

REVENUES AND EXPENSES



Community Center Fund

Revenues



Community Center Fund revenues are budgeted at \$2.8 million in 2019. This reflects an 9% increase from the 2018 budgeted revenues. Revenues are generated from both user fees and sales and use tax.

Sales and use tax revenues of \$1.3 million represent 47% of the overall revenues of the Community Center Fund and are derived from a one cent sales and use tax that was approved by voters in November 2008. A portion of the tax (6/10th) will expire no later than January 1, 2039. The remaining tax (4/10th) will continue without any sunset provisions as an operational subsidy. Tax revenues are budgeted to increase 11%

Charges for services of \$1.3 million represent 47% of the overall revenue and include pass sales, daily admission fees, registrations for various recreation program offerings, retail sales and concession/vending revenues. Charges for services are budgeted to increase 8%. This increase is based on increased participation in program activities and daily admissions and passes.

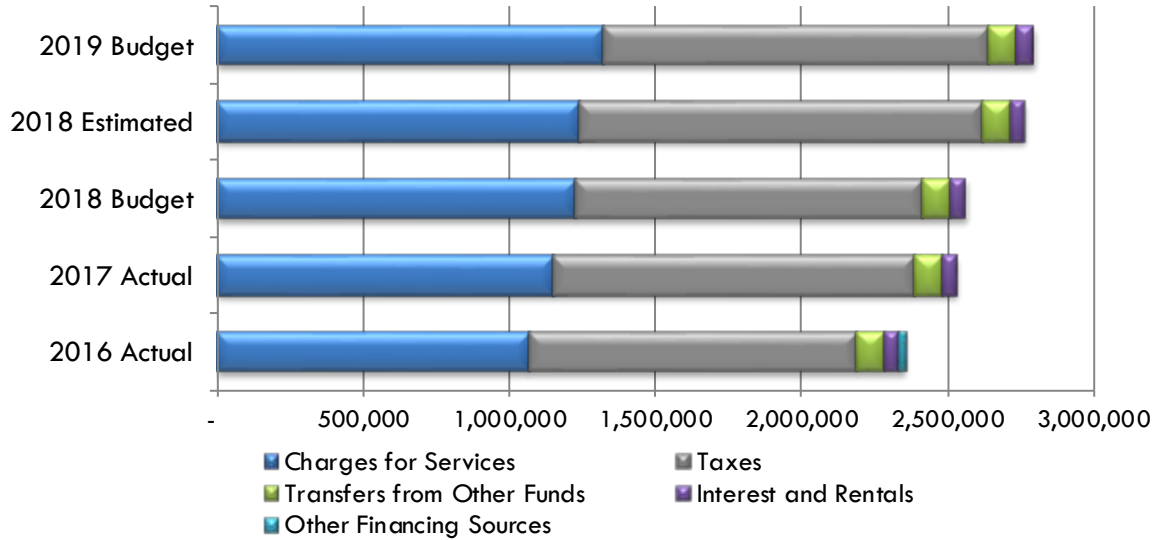
Revenues from interest and facility rentals of \$59,000 are projected to increase 18% from 2018 budgeted revenues. This includes a new revenue source from a roof top lease for cellular equipment which will bring in an additional \$12,500 in revenue in 2019 and represents 6 months of lease revenues. This amount will increase to \$25,000 in 2020 for a full 12 months. The lease includes an annual escalation factor of 2.5%.

Other financing sources include an annual transfer from the General Fund of \$95,000. This transfer is an additional operational subsidy based on historical data of program revenues and expenses previously subsidized by the General Fund (outdoor pool, senior services and some recreation

Community Center Fund

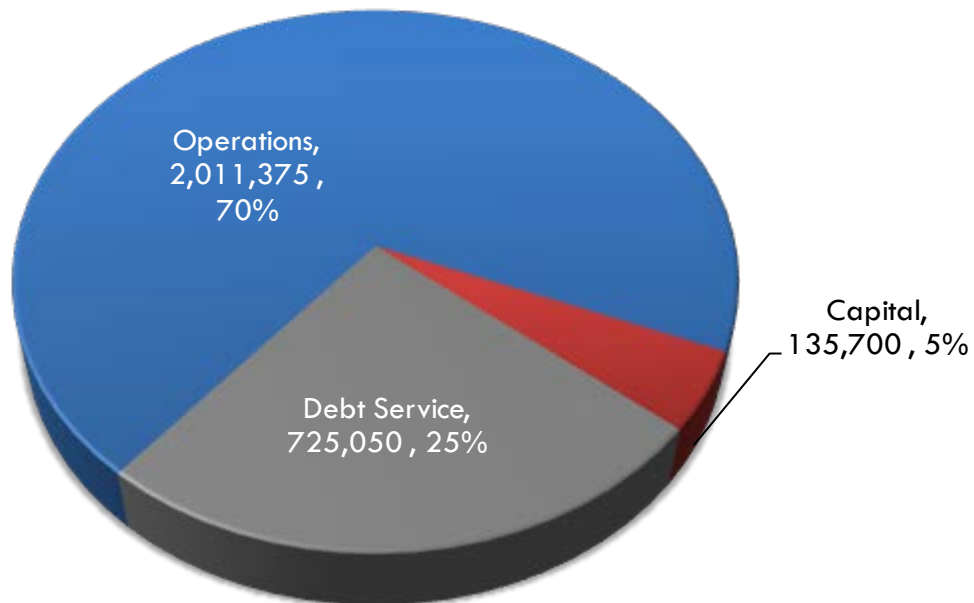
programs) prior to construction of the Community Center and which are now included in the Community Center Fund.

Revenue History



Expenses

2019 Expenses - \$2.9 million



Community Center Fund

Community Center Fund expenses of \$2.9 million are budgeted to increase 12% from the 2018 budgeted expenses.

Operational expenses of \$2.0 million are budgeted to increase 15% in 2019 and account for 70% of the overall Community Center Fund expenses. This increase is primarily related to 16% increase in personnel costs due to a new position (Facility Manager); conversion of a part time Aquatics Coordinator to a full time position; the 10% minimum wage increase effective January 1, 2019, and increases in health insurance costs and benefits. Other factors affecting operating expenses in 2019 include a 15% increase purchased services including professional development expenses, red cross certifications, entertainment, and travel activities the addition of property/casualty insurance costs which were formerly included in the General Fund, and the elimination of drainage fees charged by the Grand Valley Drainage District; and a 2% increase in supplies primarily related to pool chemicals. Special Project expenses of \$25,000 include a portion of the cost for a Parks, Recreation and Open Space and Trails (PROST) Master Plan. The remaining cost of \$100,000 is included in the General Fund. Contingency funds of \$40,500 are budgeted for unanticipated expenses and represent 2% of the operating expenses of the fund.

Capital equipment expenses of \$135,700 account for 4.7% of the overall Community Center Fund expenses. These expenses fluctuate annually based on capital needs. The following is a summary capital expenses included in the 2019 Budget.

CAPITAL PROJECTS AND EQUIPMENT	
Description	Amount
Capital equipment	
Administrative Program	
Administrative Vehicle-Split 50% with General Fund	25,000
Computer equipment (facility manager)	3,200
Fitness/Wellness Program	
TRX training system	4,500
Aquatics Program	
Indoor pool replaster	100,000
Building Maintenance	
Gym storage improvements	3,000
Total Capital Equipment and Projects	\$ 135,700

Transfers to other funds include Debt payments of \$725,050 and account for 25% of the 2019 expenses. This includes the principal and interest payments on the bonds issued in 2009 for construction of the Fruita Community Center. The City will analyze the potential for refinancing the debt in 2019.

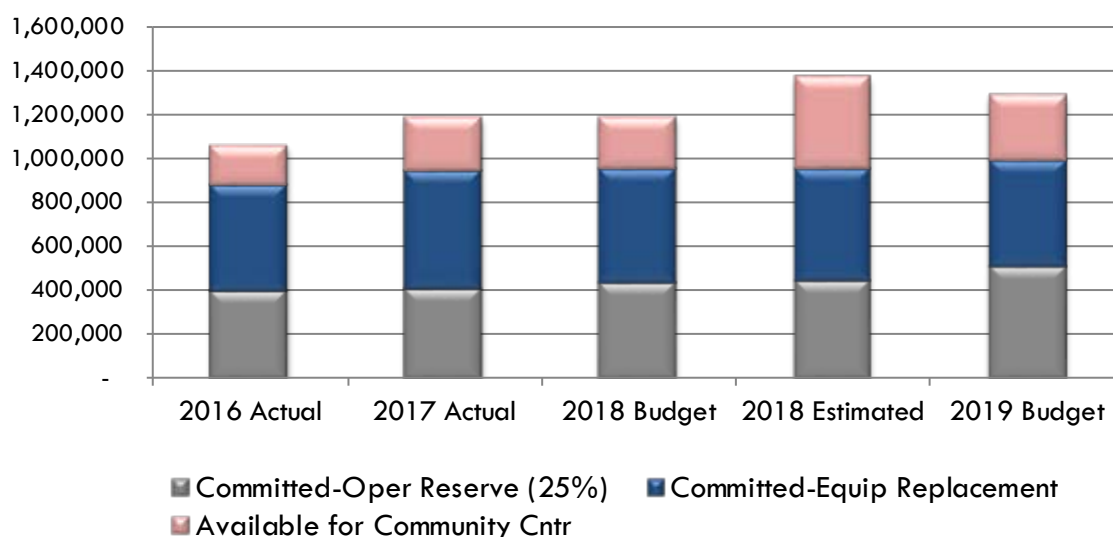
Community Center Fund

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

EXPENSES BY PROGRAM	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Administration	368,646	372,175	411,350	414,900	518,450	26%
Aquatics	480,643	480,036	514,025	521,525	596,925	16%
Youth Activities	98,640	113,139	113,350	120,400	131,700	16%
Athletics	-	-	22,850	22,600	24,550	7%
Child Care	34,418	33,990	39,300	39,300	43,400	10%
Fitness/Wellness Programs	91,809	94,622	96,950	96,950	100,025	3%
Senior Programs	98,754	97,895	106,075	106,075	110,400	4%
Building Maintenance	404,563	423,898	414,575	432,950	420,425	1%
Special Projects	-	-	-	7,400	25,000	N/A
Contingency	-	-	30,000	-	40,500	35%
Operating Expenses	\$1,577,473	\$1,615,755	\$1,748,475	\$1,762,100	\$2,011,375	15%
Capital Equipment	89,370	82,805	76,000	79,000	135,700	79%
Transfer to Capital Projects Fund	39,391	-	-	-	-	N/A
Transfer to Debt Service Fund	695,350	704,700	734,500	734,500	725,050	-1%
Total Expense	\$ 2,401,584	\$ 2,403,260	\$ 2,558,975	\$ 2,575,600	\$ 2,872,125	12%

FUNDS AVAILABLE

A 9% increase is projected in available funds for the 2019 Budget over the 2018 Budget amounts. Available funds of \$1.3 million include amounts assigned for facility and equipment replacement, amounts committed for the 25% operational reserve and amounts not designated for any specific purpose.



Community Center Fund

Available for Community Center - \$303,622. This amount represents funds available for Community Center use but not designated for any specific purpose. This reflects a decrease of \$121,494 and represents the use of \$62,319 to offset the increase in operating reserve and \$59,175 in Special Projects and Contingency funds.

Committed for Operating Reserve - \$502,844. The City's Financial Policies recommend that an operational reserve equal to 25% of the Fund's current year operating expenses be maintained. The \$62,319 addition to this amount reflects the increase in operating expenses budgeted for 2019.

Assigned for equipment/building replacements – \$485,554. Budget policies establish an annual addition to the capital equipment replacement fund (CERF) of \$50,000, which is equivalent to \$500,000 over a 10 year period, for the Community Center Fund to ensure that funds are available for replacement of equipment and facility improvements as needed. This amount is budgeted to decrease \$21,450 in 2019 and reflects use of funds for capital equipment of \$135,700 and is offset by the addition of \$64,250 to the reserve from tax revenues in excess of the 40% designated for operations.

PERSONNEL

The impacts of the minimum wage increase in the State of Colorado have added costs to personnel and will continue to have an impact over the next several years with an annual increase of \$0.90 per hour until the minimum is increased to the \$12.00 per hour cost in 2020.

In addition to the minimum wage impacts, there are two full time positions added to the operations in 2019 which include a Facility Manager in Administration and the conversion of a part time to a full time Aquatics Coordinator in the Aquatics Program.

The chart on the following page shows the manhours for each program in the Community Center Fund.

Community Center Fund

Fruita Community Center Staffing Chart				
Hours Summary	2016 Actual	2017 Actual	2018 Budget	2019 Budget
Administration				
Full time employees	4,360	4,244	4,160	6,240
Part time employees	10,654	10,201	11,200	10,600
Overtime	202	220	140	240
<i>Total Administration Hours</i>	15,216	14,665	15,500	17,080
Aquatics				
Full time employees	2,158	2,473	2,080	4,160
Part time employees	32,701	30,008	33,816	32,550
Overtime	580	550	680	600
<i>Total Aquatics Hours</i>	35,439	33,031	36,576	37,310
Youth Activities				
Full time employees	2,097	2,036	2,080	2,080
Part time employees	1,741	2,230	2,080	2,680
Overtime	51	3	25	25
<i>Total Youth Activities Hours</i>	3,889	4,269	4,185	4,785
Athletics				
Part time employees	-	-	1,000	1,000
<i>Total Athletics Hours</i>	-	-	1,000	1,000
Child Care				
Part time employees	3,259	3,193	3,350	3,350
Overtime	63	55	70	70
<i>Total Child Care Hours</i>	3,322	3,248	3,420	3,420
Fitness/Wellness				
Full time employees	-	80	-	-
Part time employees	3,076	3,118	3,150	3,150
Overtime	32	39	35	35
<i>Total Fitness/Wellness Hours</i>	3,108	3,237	3,185	3,185
Senior Programs				
Full time employees	2,214	2,176	2,080	2,080
Part time employees	605	567	600	780
Overtime	15	9	30	-
<i>Total Senior Hours</i>	2,834	2,752	2,710	2,860
Building Maintenance				
Full time employees	2,071	2,077	2,080	2,080
Part time employees	920	1,578	2,080	2,496
Overtime	98	177	140	120
<i>Total Building Hours</i>	3,089	3,832	4,300	4,696
Total Hours	66,897	65,034	70,876	74,336
Total FTE Equivalent	32.16	31.27	34.08	35.74

Community Center Fund

Revenues

Revenues		2016	2017	2018	2018	2019	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
TAXES							
127-000-00-3131	City Sales Tax	754,480	843,760	820,000	885,000	898,000	10%
127-000-00-3132	Use Tax on Vehicles	266,662	319,903	307,500	335,000	342,500	11%
127-000-00-3133	Use Tax on Bldg Materials	101,555	73,537	60,000	165,000	75,000	25%
		1,122,697	1,237,200	1,187,500	1,385,000	1,315,500	11%
INTERGOVERNMENTAL REVENUES							
127-000-00-3371	Mesa County Grants	2,000	-	-	-	-	N/A
		2,000	-	-	-	-	N/A
CHARGES FOR SERVICES							
127-000-00-3461	Advertising Revenue	2,650	400	-	-	-	N/A
127-000-00-3471	Passes/Daily Admission	848,835	909,127	990,000	990,000	1,050,000	6%
127-000-00-3473	Retail Sales	7,072	7,733	7,500	8,000	8,000	7%
127-000-00-3474	Concession/Vending	3,996	4,045	3,975	3,975	4,000	1%
127-000-00-3476	Program Registration Fees	202,884	226,900	225,000	235,000	260,000	16%
127-000-00-3485	Manpower	410	560	-	-	-	N/A
		1,065,847	1,148,765	1,226,475	1,236,975	1,322,000	8%
FINES AND FORFEITURES							
127-000-00-3512	Restitution	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
MISCELLANEOUS							
127-000-00-3610	Interest	619	1,520	-	-	1,500	N/A
127-000-00-3625	Rents on Lands	-	-	-	-	12,500	N/A
127-000-00-3627	Facility Rental	43,660	43,504	50,000	42,000	45,000	-10%
127-000-00-3642	Recreation Donations	2,100	1,900	-	1,400	-	N/A
127-000-00-3680	Miscellaneous	423	-	-	-	-	N/A
127-000-00-3681	Cash Over/Short	1,056	1,384	-	-	-	N/A
127-000-00-3682	Refunds	-	-	-	-	-	N/A
		47,858	48,308	50,000	43,400	59,000	18%
OTHER FINANCING SOURCES							
127-000-00-3910	Transfer from General Fund	95,000	95,000	95,000	95,000	95,000	0%
127-000-00-3960	Insurance payments	24,839	-	-	-	-	N/A
		119,839	95,000	95,000	95,000	95,000	0%
TOTAL REVENUES		2,358,241	2,529,273	2,558,975	2,760,375	2,791,500	9%

Community Center Fund

Summary

Expenses

Account Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>						
4111 Salaries, Administrative	252,255	265,424	273,150	273,150	371,300	36%
4120 Part Time	562,339	534,820	638,675	642,875	669,850	5%
4125 Contract Labor	88,424	93,923	98,000	98,000	98,000	0%
4130 Overtime	16,922	17,956	20,525	20,775	20,050	-2%
	919,940	912,123	1,030,350	1,034,800	1,159,200	13%
<u>PERSONNEL SERVICES, BENEFITS</u>						
4210 Health Insurance	87,693	93,294	91,350	91,350	134,900	48%
4220 FICA Payroll Expense	51,877	50,843	58,000	58,350	66,150	14%
4221 Medicare Payroll Expense	12,132	11,891	13,675	13,725	15,600	14%
4230 Retirement Contribution	11,307	11,835	12,600	12,600	16,625	32%
4250 Unemployment Insurance	2,495	2,455	3,850	3,850	4,375	14%
4260 Workers Compensation Insurance	19,625	24,325	26,050	26,050	31,925	23%
	185,129	194,643	205,525	205,925	269,575	31%
<u>PURCHASED PROFESSIONAL SERVICES</u>						
4310 Professional Development	13,123	13,071	9,550	14,500	16,650	74%
4314 Red Cross Certification	2,490	2,537	2,000	3,000	3,000	50%
4343 Credit Card Processing Fees	25,106	23,897	24,000	28,000	26,000	8%
4345 Background Investigations	(180)	35	1,200	800	1,200	0%
4350 Entertainment	3,606	3,986	5,000	5,000	8,200	64%
	44,145	43,526	41,750	51,300	55,050	32%
<u>PURCHASED PROPERTY SERVICES</u>						
4423 Pool Repair and Maintenance	-	-	-	1,000	-	N/A
4430 Service Contracts	47,646	48,753	36,000	33,000	33,000	-8%
4435 Fleet Maintenance Charges	675	2,075	2,000	2,000	2,000	0%
4438 IT Services	-	-	38,200	38,200	37,200	-3%
4440 Building Maintenance	46,182	45,578	43,600	43,600	43,600	0%
4452 Drainage Fees	-	2,394	2,500	2,500	-	-100%
	94,503	98,800	122,300	120,300	115,800	-5%
<u>OTHER PURCHASED SERVICES</u>						
4520 Property Insurance	-	-	-	-	20,000	N/A
4530 Telephone	10,005	9,464	1,750	1,750	2,350	34%
4550 Printing	6,861	7,038	8,500	7,500	7,500	-12%
4553 Advertising and Promotion	2,105	3,690	2,750	2,050	2,250	-18%
4580 Travel Activities	25,203	22,033	19,000	22,000	23,200	22%
	44,174	42,225	32,000	33,300	55,300	73%
<u>SUPPLIES</u>						
4610 Office Supplies	2,412	2,341	2,000	2,000	2,000	0%
4611 Postage	23	3,075	3,600	3,600	2,500	-31%
4612 Supplies and Equipment	56,543	76,713	65,725	64,575	66,225	1%
4616 Chemicals	30,852	37,363	29,650	34,500	34,650	17%
4620 Utilities	147,402	144,779	150,000	150,000	150,000	0%

Community Center Fund

Summary

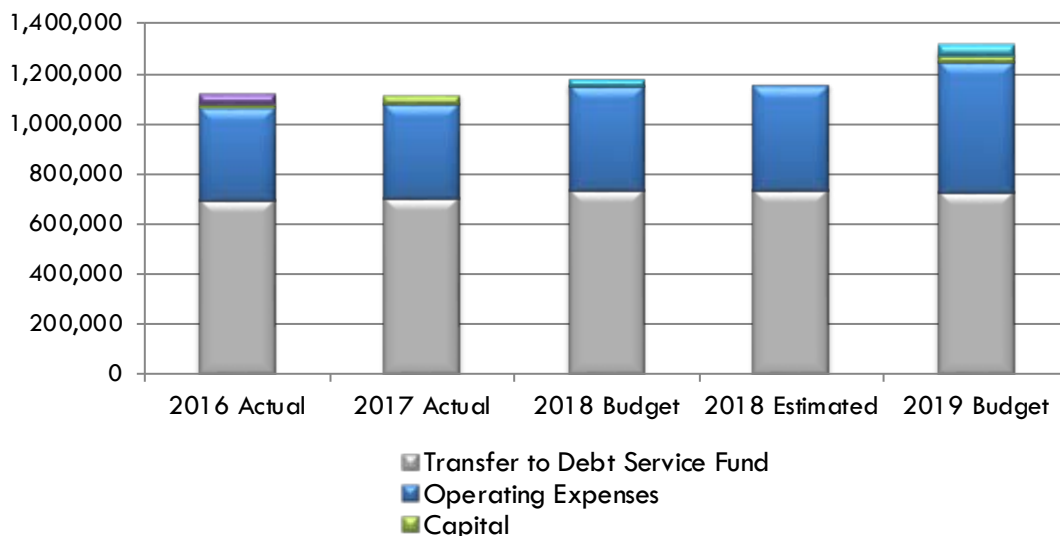
Expenses		2016	2017	2018	2018	2019	%
Account Description	Actual	Estimated	Budget	Estimated	Budget	Chg.	
Supplies (continued)							
4626 Fuel	764	963	1,525	2,000	1,525	0%	
4649 Repair and Maint. Supplies	43,581	52,170	25,500	44,100	25,500	0%	
4661 Uniforms	4,018	2,801	3,550	3,300	3,550	0%	
4690 Supplies for Resale	3,987	4,233	5,000	5,000	5,000	0%	
	289,582	324,438	286,550	309,075	290,950	2%	
<u>CAPITAL EQUIPMENT</u>							
4741 Land Acquisition	9,934	7,080	-	-	-	N/A	
4742 Mobile Equipment	-	-	-	-	25,000	N/A	
4743 Furniture and Equipment	79,436	75,725	76,000	79,000	107,500	41%	
4744 Computer Equipment	-	-	-	-	3,200	N/A	
	89,370	82,805	76,000	79,000	135,700	79%	
<u>SPECIAL PROJECTS</u>							
4825 Traffic Study/PROST Plan	-	-	-	7,400	25,000	N/A	
	-	-	-	7,400	25,000	N/A	
<u>CONTINGENCY</u>							
4850 Contingency	-	-	30,000	-	40,500	35%	
	-	-	30,000	-	40,500	35%	
<u>TRANSFER TO OTHER FUNDS</u>							
4915 Transfer to Debt Service Fund	695,350	704,700	734,500	734,500	725,050	-1%	
4930 Transfer to Capital Projects	39,391	-	-	-	-	N/A	
	734,741	704,700	734,500	734,500	725,050	-1%	
TOTAL EXPENSES	2,401,584	2,403,260	2,558,975	2,575,600	2,872,125	12%	

Community Center Fund Administration

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 214,977	\$ 216,561	\$ 238,450	\$ 238,450	\$ 294,000	23%
Personnel Services, Benefits	60,074	59,617	62,050	62,050	91,100	47%
Purchased Professional Services	32,532	29,638	27,550	32,100	34,150	24%
Purchased Property Services	32,519	32,277	54,200	54,200	53,200	-2%
Other Purchased Services	17,921	19,692	11,500	10,500	30,500	165%
Supplies	10,622	14,388	17,600	17,600	15,500	-12%
Operating Expenses	\$ 368,645	\$ 372,173	\$ 411,350	\$ 414,900	\$ 518,450	26%
Transfer to Debt Service Fund	695,350	704,700	734,500	734,500	725,050	-1%
Transfer to Capital Projects	39,391	-	-	-	-	N/A
Special Projects	-	-	-	7,400	25,000	N/A
Contingency	-	-	30,000	-	40,500	35%
Capital	9,934	32,948	-	-	28,200	N/A
Total Expense	\$1,113,320	\$1,109,821	\$1,175,850	\$1,156,800	\$1,337,200	14%

The Fruita Community Center provides recreational opportunities for youth, families, and seniors. The Community Center also provides meeting space for rentals as well as senior luncheons and other internal activities. The Community Center is managed based on the following principle: provide a safe, clean, and customer service oriented atmosphere for its patrons and the general public. The Community Center is funded on a .01 cent sales and use tax. Revenue generated from pass sales, daily visits, program registrations, and rentals also support operations and capital replacements within the facility.

Budget History



Community Center Fund

Administration

2018 Accomplishments

The Fruita Community Center has experienced approximately 140,000 paid visits from January to October 2018 with an average of 14,000 visits per month. Visits in 2018 are tracking a little lower than in 2017 but will still be the second best year attendance wise.

Pass revenues are improved over 2017 and are tracking at just over \$55,000 over last year's pass fee collections from January through October. While revenues are up, revenue per visit is remaining the same at about \$4.88. March credit card billing saw the implementation of a \$2.00 surcharge fee on those accounts using credit cards for installment billing.

The Silver & Fit has program has continued to increase. i Three dollars is paid by health insurance organizations to the FCC for each visit Silver & Fit and Silver Sneakers visit (up to \$30 per month).

Rentals and pool party reservations are down compared to 2017. The Community Center continues to host a variety of special events, public meetings, birthday parties, luncheons, and various private events. The meeting rooms are also home to fitness and youth programs, Senior Potluck and Gray Gourmet. The largest contributor continues to be Calvary Chapel Church reservations for Sunday mornings. The Mesa County Public Library also contributes approximately \$6,000 annually, which offsets their utility costs. It is anticipated that the rental revenues will meet the budgeted amount of \$43,000.

Guest Services continues to improve on retail sales during the year through point of sale. These items include: pool swim noodles, swim kick boards, ear buds, and swim towels. In September, our 2018 revenue budget of \$7,500 in sales has almost been met.

Marketing efforts in 2018 included continuing the activity guide glossy front and back cover. The objective was to increase the shelf life of the publication when distributed. Continue to direct mail activity guides to approximately 7,700 households. An increase of programs offered has increased the page count from 32 pages to 36 pages to accommodate the additional programs.

The FCC continues to be a host site for many events. In May 2018, the FCC Girls on the Run 5K race for the fourth year in a row. The FCC also hosted in 2018 the following events: Chamber of Commerce Annual Dinner, Sweetheart 5K & 10K, An Evening of Art, Chamber of Commerce Business Expo, the Easter Egg Scramble, 9 News Health Fair, Bike Rodeo, Dog Dayz, Holiday Arts and Crafts Fair, and Cookies and Claus.

A Youth Scholarship Golf Tournament was established in April 2016. The tournament raised \$6,000 for youth scholarships each of the past three years. In 2018 the Rotary club donated an additional \$2,500 to the scholarship fund. These funds have been used to purchase 60 summer passes (3Month) to the FCC for youth who may not otherwise be able to the facility. Ten scholarships were given to each of the 6 local schools, were their counselors distributed them to students who they felt either couldn't afford a pass at the FCC or needed the pass for emotional, social or physical development over the summer. In addition, the FCC participated in Fruita Middle School's Fruita's Finest Program. On a quarterly basis, youth who meet basic academic standards received \$10 towards admission to the FCC or a Night at the Rec evening.

Community Center Fund

Administration

2019 Budget Highlights

- A full time Facility Manager will be added in 2019 to focus solely on the Fruita Community Center. This position will be able to focus and improve on safety, scheduling, cleanliness, marketing, pass holder satisfaction, customer service, and budget.
- A Parks, Open Space, Trails, and Recreation Master Plan is included in the 2019 Budget at \$125,000 with \$25,000 funding from the Community Center Fund and \$100,000 funded in the General Fund. A GOCO grant of \$75,000 is included in the General Fund to offset the expense in the General Fund.
- The Parks and Recreation Department will be purchasing a new administrative vehicle in 2019 with 50% of the cost from the Community Center Fund (\$25,000) and the remaining 50% (\$25,000) from the General Fund
- Property/casualty and liability insurance costs of \$20,000 for the Community Center have been moved from the General Fund to the Community Center Fund in the 2019 Budget.
- A contingency fund of \$40,500 is included in the 2019 Budget for contingency items.

Goals

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

Objectives

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

Community Center Fund

Administration

- Develop a strategic marketing plan to promote rentals, pass sales, daily visits, activities, and special events.

Community Center Fund

Administration

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-22-4111	Salaries, Full time	99,282	103,425	105,850	105,850	161,600	53%
127-451-22-4120	Part Time	112,550	109,528	129,300	129,300	128,200	-1%
127-451-22-4130	Overtime	3,145	3,608	3,300	3,300	4,200	27%
		214,977	216,561	238,450	238,450	294,000	23%
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-22-4210	Health Insurance	36,446	35,298	35,500	35,500	55,800	57%
127-451-22-4220	FICA Payroll Expense	13,320	13,385	14,800	14,800	18,300	24%
127-451-22-4221	Medicare Payroll Expense	3,115	3,130	3,500	3,500	4,300	23%
127-451-22-4230	Retirement Contribution	4,423	4,654	4,850	4,850	7,000	44%
127-451-22-4250	Unemployment Insurance	645	650	1,000	1,000	1,200	20%
127-451-22-4260	Workers Compensation Ins	2,125	2,500	2,400	2,400	4,500	88%
		60,074	59,617	62,050	62,050	91,100	47%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-22-4310	Professional Development	7,394	5,732	3,450	4,000	8,050	133%
127-451-22-4343	Credit Card Fees	25,106	23,897	24,000	28,000	26,000	8%
127-451-22-4345	Background Investigations	32	9	100	100	100	0%
		32,532	29,638	27,550	32,100	34,150	24%
<u>PURCHASED PROPERTY SERVICES</u>							
127-451-22-4430	Service Contracts	32,519	32,277	16,000	16,000	16,000	0%
127-451-22-4438	IT Services	-	-	38,200	38,200	37,200	-3%
		32,519	32,277	54,200	54,200	53,200	-2%
<u>OTHER PURCHASED SERVICES</u>							
127-451-22-4520	Property Insurance	-	-	-	-	20,000	N/A
127-451-22-4530	Telephone	8,955	9,039	1,000	1,000	1,000	0%
127-451-22-4550	Printing	6,861	7,038	8,500	7,500	7,500	-12%
127-451-22-4553	Advertising & Promotion	2,105	3,615	2,000	2,000	2,000	0%
		17,921	19,692	11,500	10,500	30,500	165%
<u>SUPPLIES</u>							
127-451-22-4610	Office Supplies	1,747	1,842	2,000	2,000	2,000	0%
127-451-22-4611	Postage	23	3,075	3,600	3,600	2,500	-31%
127-451-22-4612	Supplies and Equipment	3,973	4,235	6,000	6,000	5,000	-17%
127-451-22-4661	Uniforms	892	1,003	1,000	1,000	1,000	0%
127-451-22-4690	Supplies for Resale	3,987	4,233	5,000	5,000	5,000	0%
		10,622	14,388	17,600	17,600	15,500	-12%
<u>CAPITAL EQUIPMENT</u>							
127-451-22-4741	Land Acquisition	9,934	7,080	-	-	-	N/A
127-451-22-4742	Mobile Equipment	-	-	-	-	25,000	N/A
127-451-22-4743	Furniture and Equipment	-	25,868	-	-	-	N/A
127-451-22-4744	Computer Equipment	-	-	-	-	3,200	N/A
		9,934	32,948	-	-	28,200	N/A
<u>SPECIAL PROJECTS</u>							
127-451-22-4825	Traffic Study/PROST	-	-	-	7,400	25,000	N/A
		-	-	-	7,400	25,000	N/A

City of Fruitsa

2019 Budget

Community Center Fund

Administration

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
CONTINGENCY							
127-451-22-4850	Contingency	-	-	30,000	-	40,500	35%
		-	-	30,000	-	40,500	35%
TRANSFERS TO OTHER FUNDS							
127-451-22-4915	Transfer to Debt Service	695,350	704,700	734,500	734,500	725,050	-1%
127-451-22-4930	Transfer to Capital Projects	39,391	-	-	-	-	N/A
		734,741	704,700	734,500	734,500	725,050	-1%
TOTAL EXPENSES		1,113,320	1,109,821	1,175,850	1,156,800	1,337,200	14%

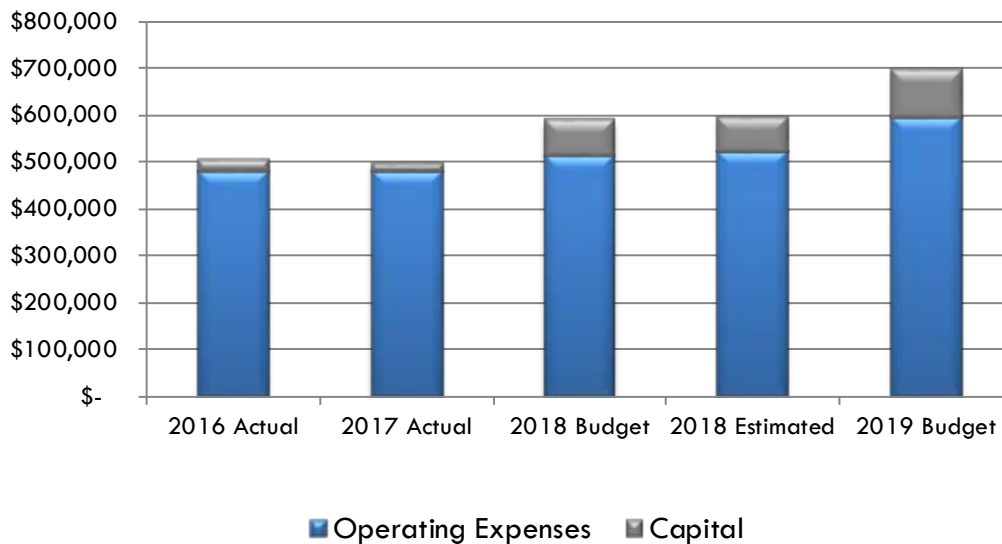
Community Center Fund

Aquatics

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 383,579	\$ 351,479	\$ 416,900	\$ 416,900	\$ 463,600	11%
Personnel Services, Benefits	51,028	53,359	57,225	57,125	84,925	48%
Purchased Professional Services	4,140	5,940	2,950	5,150	6,150	108%
Purchased Property Services	-	-	-	1,000	-	N/A
Other Purchased Services	300	200	800	350	600	-25%
Supplies	41,596	69,058	36,150	41,000	41,650	15%
Operating Expenses	\$ 480,643	\$ 480,036	\$ 514,025	\$ 521,525	\$ 596,925	16%
Capital	24,800	18,458	76,000	75,000	100,000	32%
Total Expense	\$ 505,443	\$ 498,494	\$ 590,025	\$ 596,525	\$ 696,925	18%

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

Budget History



Community Center Fund

Aquatics

2018 Accomplishments

The safety of patrons continues to be our top priority. Monthly in-service trainings were conducted focusing on preventive action, rescues and first-aid. We have implemented additional weekly skill and fitness practice for lifeguards in order to meet our continuing training requirements as an American Red Cross facility. Periodic audits of lifeguard's skills were conducted in 2018. Preventive lifeguarding techniques were continually refined and practiced in order to keep our facility safe.

Multiple staff CPR/FA, Lifeguard, and WSI certifications were updated and renewed. Periodic WSI in-services were established to focus on teaching strategies and improve skills. We have hired several new lifeguards and promoted many veteran guards to Pool Managers.

A part time Aquatics Coordinator was established to oversee all programming within the aquatics program. The intent is to reduce the direct management by the Aquatics Supervisor of programs as this position was over-burdened. Our participation numbers for aquatics programs have been strong in 2018 and are above the average and are as follows (as of September, 2017):

Group Swim Lessons	1,187 (160 above the average)
Private Swim Lessons	400
Youth Swim Conditioning	59
Summer Swim Team	55 (10 above the average)
Water Aerobics	4,000 (approximately)

Maintenance week was busy and productive. As usual, the indoor pool was drained, pool surface was power washed and fresh, clean water filled the pool. Some patching was done to the pool surface. The filter was taken apart and cleaned.

A very popular Aqua Zip'N (Zip Line) was installed in the outdoor pool for all to enjoy.

A new Pool Vacuum was purchased. It is a robotic vacuum that we can put in at night and will vacuum the pool all night. Definitely will reduce staff time with the old vacuum.

Twenty additional LED pool lights were installed over maintenance week. The additional pool lights will bring the aquatic facility up to code of 30 foot candles.

All records were maintained as required by the state and county health codes. Records were monitored and reviewed regularly and adjusted to ensure water sanitation and safety. Our facility passed all inspections by Mesa County Health with no issues.

The annual dog days was held the day after Labor Day were \$479.00 was raised for Roice Hurst Humane Society.

Community Center Fund

Aquatics

2019 Highlights

- An Aquatics Coordinator position will move from a part time position to a full time position.
- The main pool shell will need to be replaced in 2019 at a cost of \$100,000.
- Pool chemicals have increased by \$5,000 as cost for chemicals continue to rise.

Goals

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

Objectives

- Expand programming to meet specific needs of various groups within our community (home-school swim lessons, masters swimming, etc.)
- Track trends within swimming lessons and adjust programming and scheduling to meet demands.
- Prepare and establish a budget for a possible master's swim program.
- Continue to provide and expand in-services and customer service trainings throughout the year for lifeguards and water safety instructors.
- Continue to schedule staff as efficiently as possible without sacrificing safety.
- Continue to track, maintain, and adjust chemical levels as required by Health Codes.
- Continue to implement effective cleaning practices and preventive maintenance.

Community Center Fund

Aquatics

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-23-4111	Salaries, Full time	38,752	41,179	43,750	43,750	81,200	86%
127-451-23-4120	Part Time	335,957	301,411	362,225	362,225	372,200	3%
127-451-23-4125	Contract Labor	-	630	-	-	-	N/A
127-451-23-4130	Overtime	8,870	8,259	10,925	10,925	10,200	-7%
		383,579	351,479	416,900	416,900	463,600	11%
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-23-4210	Health Insurance	7,568	10,276	7,100	7,100	26,600	275%
127-451-23-4220	FICA Payroll Expense	24,081	22,114	25,900	25,900	28,925	12%
127-451-23-4221	Medicare Payroll Expense	5,632	5,172	6,050	6,050	6,800	12%
127-451-23-4230	Retirement Contribution	1,721	1,744	2,000	2,000	3,700	85%
127-451-23-4250	Unemployment Insurance	1,151	1,053	1,675	1,675	1,900	13%
127-451-23-4260	Workers Comp Insurance	10,875	13,000	14,500	14,400	17,000	17%
		51,028	53,359	57,225	57,125	84,925	48%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-23-4310	Professional Development	1,643	3,376	800	2,000	3,000	275%
127-451-23-4314	Red Cross Certifications	2,489	2,537	2,000	3,000	3,000	50%
127-451-23-4345	Background Investigations	8	27	150	150	150	0%
		4,140	5,940	2,950	5,150	6,150	108%
<u>PURCHASED PROPERTY SERVICES</u>							
127-451-23-4423	Pool Repair and Maintenance	-	-	-	1,000	-	N/A
		-	-	-	1,000	-	N/A
<u>OTHER PURCHASED SERVICES</u>							
127-451-23-4530	Telephone	300	125	300	300	600	100%
127-451-23-4553	Advertising	-	75	500	50	-	-100%
		300	200	800	350	600	-25%
<u>SUPPLIES</u>							
127-451-23-4610	Office Supplies	389	499	-	-	-	N/A
127-451-23-4612	Supplies and Equipment	8,509	29,920	5,000	5,000	5,500	10%
127-451-23-4616	Chemicals	30,852	37,363	29,650	34,500	34,650	17%
127-451-23-4620	Uniforms	1,846	1,276	1,500	1,500	1,500	0%
		41,596	69,058	36,150	41,000	41,650	15%
<u>CAPITAL EQUIPMENT</u>							
127-451-23-4743	Furniture and Equipment	24,800	18,458	76,000	75,000	100,000	32%
		24,800	18,458	76,000	75,000	100,000	32%
TOTAL EXPENSES		505,443	498,494	590,025	596,525	696,925	18%

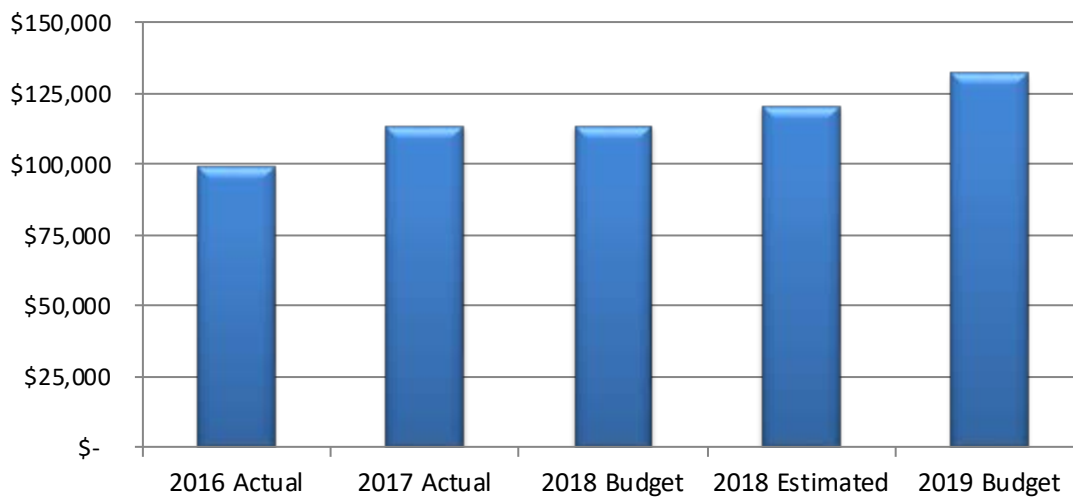
Community Center Fund

Youth Activities

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 62,386	\$ 68,410	\$ 70,050	\$ 74,500	\$ 79,250	13%
Personnel Services, Benefits	15,698	22,167	23,500	24,000	26,650	13%
Purchased Professional Services	3,384	3,993	4,300	4,800	8,200	91%
Other Purchased Services	2,455	3,015	2,500	3,000	3,200	28%
Supplies	14,717	15,554	13,000	14,100	14,400	11%
Operating Expenses	\$ 98,640	\$ 113,139	\$ 113,350	\$ 120,400	\$ 131,700	16%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 98,640	\$ 113,139	\$ 113,350	\$ 120,400	\$ 131,700	16%

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

Budget History



Community Center Fund

Youth Activities

2018 Accomplishments

- 2018 was another break-through year for the DinoMites Summer. Camp capacity increased to 35 from 30. We had 312 enrollments up from 254 in 2017. Camp was again located at Shelledy Elementary school. Each week included team activities, crafts, science experiments, swimming and field trips. The registration process was changed to help accommodate parents who cannot pay for the entire summer up front. This new process proved to work very smooth. We had zero violations upon State inspection.
- DinoMites Days-Off Camp is designed for parents who need care for their children for days the district is not in session during the school year. The cost is \$30 (\$40 day of registration) a day for participants and is also seeing increased participation however it has not reached capacity like the Summer Camp.
- Night at the FCC is held four times per year at the Community Center for 5th-7th grade students on Friday evenings from 7:00-10:00pm. Each event is themed and includes food, dancing, swimming, photo booth and bump 'n jump. Night at the FCC continues to be a popular event for youth. January 2018 brought 300 kids and March 2018 had 293 to our facility.

2019 Budget Highlights

- A \$500 increase in professional development for a Nurse Practitioner who does all the day camp training.
- A \$700 increase in travel due to the increase in transportation costs using the school district busses.
- A \$3,200 increase in Entertainment to match the rise in cost to host night at the FCC.

Goals

- Ensure a constant, stable location for camps and programs.
- Increase participation in camps and programs by research and utilizing appropriate marketing methods.
- Promote and maintain safety in camps and programs.
- Continue to develop a staff training program for DinoMites which includes a detailed schedule of activities for the summer.
- Develop new programs.

Community Center Fund

Youth Activities

Objectives

- Continue to use Shelledy Elementary for the DinoMites Day Camp and research potential permanent locations for Days Off camp.
- Continue to work closely with the Colorado Department of Human Services to ensure all rules and regulations are being followed properly for youth camps. Maintain and update staff certifications as required by state licensure.
- Continue to provide a safe and welcoming atmosphere for participants.
- Continue researching new cost effective activities to implement in DinoMites.
- Continue to promote programs using e-blasts, social media, flyers, the activity guide, Peachjar, and other new found strategies.
- Research and analyze how to make our two new programs, Homeschool PE and Tiny Striders, more successful.

Community Center Fund

Youth Activities

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estiamted	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
127-451-24-4111	Salaries, Administrative	39,149	42,869	43,750	43,750	45,500	4%
127-451-24-4120	Part Time	22,294	25,481	25,800	30,000	33,250	29%
127-451-24-4130	Overtime	943	60	500	750	500	0%
		62,386	68,410	70,050	74,500	79,250	13%
PERSONNEL SERVICES, BENEFITS							
127-451-24-4210	Health Insurance	7,249	12,423	13,350	13,350	15,300	15%
127-451-24-4220	FICA Payroll Expense	3,889	4,060	4,350	4,700	4,925	13%
127-451-24-4221	Medicare Payroll Expense	909	950	1,050	1,100	1,150	10%
127-451-24-4230	Retirement Contribution	1,739	1,929	2,000	2,000	2,050	2%
127-451-24-4250	Unemployment Insurance	187	205	300	300	325	8%
127-451-24-4260	Workers Compensation Insurance	1,725	2,600	2,450	2,550	2,900	18%
		15,698	22,167	23,500	24,000	26,650	13%
PURCHASED PROFESSIONAL SERVICES							
127-451-24-4310	Professional Development	693	1,091	800	1,700	1,500	88%
127-451-24-4345	Background Investigations	(245)	-	500	100	500	0%
127-451-24-4350	Entertainment	2,936	2,902	3,000	3,000	6,200	107%
		3,384	3,993	4,300	4,800	8,200	91%
OTHER PURCHASED SERVICES							
127-451-24-4580	Travel Activities	2,455	3,015	2,500	3,000	3,200	28%
		2,455	3,015	2,500	3,000	3,200	28%
SUPPLIES							
127-451-24-4612	Supplies and Equipment	14,717	15,554	13,000	14,100	14,400	11%
		14,717	15,554	13,000	14,100	14,400	11%
TOTAL EXPENSES		98,640	113,139	113,350	120,400	131,700	16%

Community Center Fund

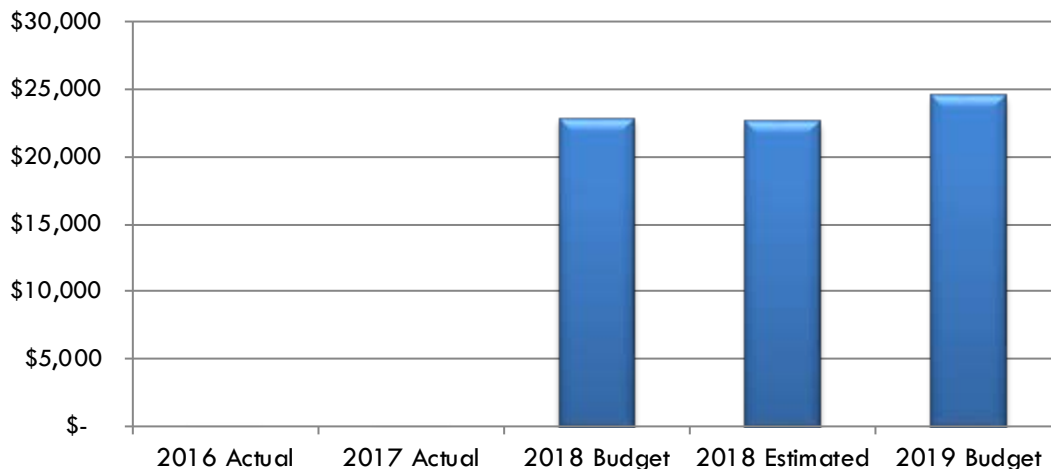
Athletics

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ -	\$ -	\$ 14,000	\$ 14,000	\$ 15,500	11%
Personnel Services, Benefits	-	-	1,350	1,350	1,550	15%
Purchased Professional Services	-	-	250	250	250	0%
Other Purchased Services	-	-	250	-	250	0%
Supplies	-	-	7,000	7,000	7,000	0%
Operating Expenses	\$ -	\$ -	\$ 22,850	\$ 22,600	\$ 24,550	7%
Capital	-	-	-	-	-	N/A
Total Expense	\$ -	\$ -	\$ 22,850	\$ 22,600	\$ 24,550	7%

Athletic Programs provide the Fruita community with local, economical, organized sports opportunities for youth and adults to get and stay physically and mentally healthy. Providing quality programs to the families of the City of Fruita and surrounding areas provides services that they may not otherwise receive.

For 2018 we will be moving Adult Basketball, Adult Volleyball, Junior Jammers, Pee Wee Soccer, Youth Volleyball, and the Future Cats Basketball Camps under the Community Center Fund budget from the General Fund since the programs are hosted at this facility. This is a newly created program within the Fruita Community Center budget.

Budget History



Community Center Fund

Athletics

2018 Accomplishments

We continue to offer athletic programs for our area youth. Numbers remained flat from 2017 to 2018.

ATHLETIC PROGRAM REGISTRATIONS

	2014	2015	2016	2017	2018
Pee Wee Soccer Spring	47	36	38	27	22
Pee Wee Soccer Fall	20	12	20	23	26
Youth Volleyball			89	114	115
Junior Jammers	13	15	16	12	27
Basketball Skills Camp/Clinics	145	113	70	93	77
Adult Basketball (new 2017)				14	8
Adult Co-Ed Volleyball	12	7	14	13	16

2019 Budget Highlights

- There are no significant changes to the FCC – Athletics Budget.

Goals

- Continue to offer and coordinate a variety of recreation programs to meet the needs of the community to maintain, enhance, and improve their physical and mental well-being.
- Provide adult and youth athletic programming at the FCC to promote pass sales.
- Ensure athletic programs are safe for participants, spectators, and employees.
- Continue to evaluate and create new sports programs for adults and youth.
- Provide adequate promotional materials and contacts for athletic programs to increase participation in all athletic programs.
- Evaluate programs for all athletic and activities programs.

Objectives

- Continue to maintain youth and adult athletic offerings for the community at the Fruita Community Center.
- Increase revenue in youth and adult programming by strengthening logistics, marketing, and employee training.
- Continue to perform background checks on all volunteer coaches, provide training to officials

Community Center Fund

Athletics

and staff, and ensure facilities used are free of hazards.

- Build strong relationships with volunteer coaches and parents to ensure successful programming.
- Promote and evaluate programs to ensure the needs of participants, parents, and families are being met.

Community Center Fund

Athletics

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
127-451-25-4111	Salaries, Administrative	-	-	-	-	-	N/A
127-451-25-4120	Part Time	-	-	11,000	11,000	12,500	14%
127-451-25-4120	Contract Labor	-	-	3,000	3,000	3,000	0%
127-451-25-4130	Overtime	-	-	-	-	-	N/A
		-	-	14,000	14,000	15,500	11%
PERSONNEL SERVICES, BENEFITS							
127-451-25-4210	Health Insurance	-	-	-	-	-	N/A
127-451-25-4220	FICA Payroll Expense	-	-	700	700	800	14%
127-451-24-4221	Medicare Payroll Expense	-	-	175	175	200	14%
127-451-25-4230	Retirement Contribution	-	-	-	-	-	N/A
127-451-25-4250	Unemployment Insurance	-	-	50	50	50	0%
127-451-25-4260	Workers Compensation Insurance	-	-	425	425	500	18%
		-	-	1,350	1,350	1,550	15%
PURCHASED PROFESSIONAL SERVICES							
127-451-25-4310	Professional Development	-	-	-	-	-	N/A
127-451-25-4345	Background Investigations	-	-	250	250	250	0%
127-451-25-4350	Entertainment	-	-	-	-	-	N/A
		-	-	250	250	250	0%
OTHER PURCHASED SERVICES							
127-451-25-4553	Advertising	-	-	250	-	250	0%
		-	-	250	-	250	0%
SUPPLIES							
127-451-25-4612	Supplies and Equipment	-	-	7,000	7,000	7,000	0%
		-	-	7,000	7,000	7,000	0%
TOTAL EXPENSES		-	-	22,850	22,600	24,550	7%

Community Center Fund

Child Care

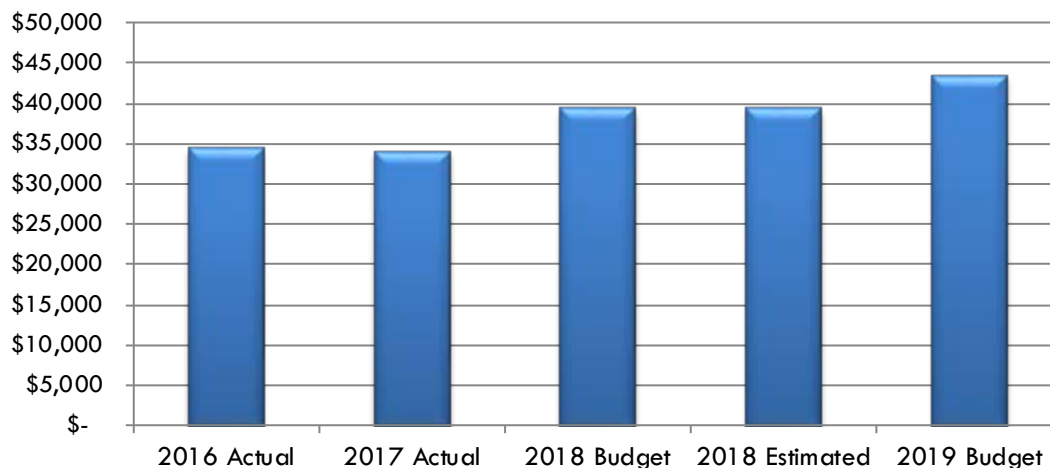
EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 30,896	\$ 30,710	\$ 35,300	\$ 35,300	\$ 38,450	9%
Personnel Services, Benefits	2,739	2,706	3,100	3,100	3,450	11%
Purchased Professional Services	54	36	250	250	250	0%
Supplies	729	538	650	650	1,250	92%
Operating Expenses	\$ 34,418	\$ 33,990	\$ 39,300	\$ 39,300	\$ 43,400	10%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 34,418	\$ 33,990	\$ 39,300	\$ 39,300	\$ 43,400	10%

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

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

Currently Child Care runs Monday-Friday 8:00-1:00PM. Monday-Thursday 4:00-8:00PM and Saturdays 8:00-12:00PM. The busiest months in 2018 for Childcare were January and March. The average number of children that are signed in each month is 463 kids.

Budget History



Community Center Fund

Child Care

2018 Accomplishments

Rec Rats continues to provide a safe, clean, and friendly service to our pass holders.

- 141 - 20 Punch Cards have been purchased to date in 2018.
- 27 - 40 Punch Cards have been purchased to date in 2018.
- 56 - ½ hour drop in increments sold.
- 94 - 1 hour drop in increments sold.

2019 Highlights

- There is a \$600 budget increase for new furniture.

Goals

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

Objectives

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

Community Center Fund

Child Care

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-26-4111	Salaries, Administrative	-	-	-	-	-	N/A
127-451-26-4120	Part Time	30,036	29,943	34,200	34,200	37,250	9%
127-451-26-4130	Overtime	860	767	1,100	1,100	1,200	9%
		<u>30,896</u>	<u>30,710</u>	<u>35,300</u>	<u>35,300</u>	<u>38,450</u>	<u>9%</u>
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-26-4210	Health Insurance	-	-	-	-	-	N/A
127-451-26-4220	FICA Payroll Expense	1,962	1,956	2,200	2,200	2,400	9%
127-451-26-4221	Medicare Payroll Expense	459	458	525	525	600	14%
127-451-26-4230	Retirement Contribution	-	-	-	-	-	N/A
127-451-26-4250	Unemployment Insurance	93	92	150	150	200	33%
127-451-26-4260	Workers Compensation Insurance	225	200	225	225	250	11%
		<u>2,739</u>	<u>2,706</u>	<u>3,100</u>	<u>3,100</u>	<u>3,450</u>	<u>11%</u>
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-26-4310	Professional Development	54	36	200	200	200	0%
127-451-26-4345	Background Investigations	-	-	50	50	50	0%
		<u>54</u>	<u>36</u>	<u>250</u>	<u>250</u>	<u>250</u>	<u>0%</u>
<u>SUPPLIES</u>							
127-451-26-4610	Office Supplies	97	-	-	-	-	N/A
127-451-26-4612	Supplies and Equipment	393	340	400	650	1,000	150%
127-451-26-4661	Uniforms	239	198	250	-	250	0%
		<u>729</u>	<u>538</u>	<u>650</u>	<u>650</u>	<u>1,250</u>	<u>92%</u>
TOTAL EXPENSES		34,418	33,990	39,300	39,300	43,400	10%

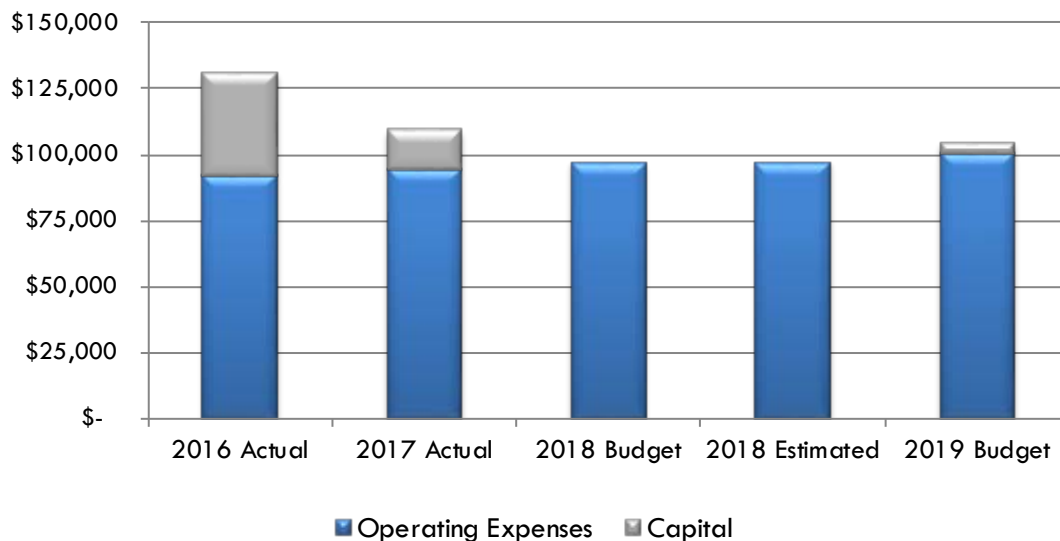
Community Center Fund

Fitness/Wellness Programs

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 80,183	\$ 85,382	\$ 85,100	\$ 85,100	\$ 87,400	3%
Personnel Services, Benefits	5,373	5,641	5,600	5,600	5,875	5%
Purchased Professional Services	2,000	1,770	1,800	1,800	2,300	28%
Other Purchased Services	150	-	150	150	150	0%
Supplies	4,103	1,829	4,300	4,300	4,300	0%
Operating Expenses	\$ 91,809	\$ 94,622	\$ 96,950	\$ 96,950	\$ 100,025	3%
Capital	39,059	14,575	-	-	4,500	N/A
Total Expense	\$ 130,868	\$ 109,197	\$ 96,950	\$ 96,950	\$ 104,525	8%

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

Budget History



Community Center Fund

Fitness/Wellness Programs

2018 Accomplishments

- Group fitness classes continue to be very successful and an attraction for patrons and pass sales. Several new classes were added based on industry trends, customer demands and staffing changes while some were discontinued.
- Equipment replacement of miscellaneous fitness equipment (resistance bands, treadmill rear endcap, spring collars, Yoga straps, etc.) was take care of this year. Capital Reserve funds were used to replace two adaptive motion trainers in the fitness area that broke down this year. During maintenance week worn out upholstered weight equipment was reupholstered.
- In addition to replaced equipment, an additional microphone and bodypack transmitter was purchased to use in conjunction with the sound system as well as the addition of miscellaneous fitness equipment (Core Hammers, kettlebells, training rope, SilverSneakers CDs, etc.).
- A quarterly maintenance schedule with Mountain Fitness Services to clean, repair and check all fitness equipment regularly continued
- A new stair climber was added in 2018 to meet customer needs/wants.

2019 Highlights

- Capital furniture and equipment includes \$4,500 for a TRX training system. This is a standard training system within Parks and Recreation. We will be adding this to meet the request of our patrons.

Goals

- Provide a clean, safe, and customer-oriented fitness/wellness facility.
- Provide health and wellness educational opportunities for the community.
- Monitor and replace (when needed) fitness equipment to ensure the best customer experience and safety. Obtain additional equipment in order to meet with fitness trends and satisfy the desires of our patrons.
- Continue to expand fitness class participation averages.
- Ensure adequate training/certifications of fitness staff and contribute a monetary amount to cover a portion of the cost(s) incurred toward preapproved new certifications and re-certifications which directly enhance our group exercise area. Continue to seek out avenues to host group fitness certifications at our facility.
- Provide fitness instructors with FCC apparel which can be worn while teaching group exercise classes to demonstrate unity and commitment to our patrons and the facility.

Community Center Fund

Fitness/Wellness Programs

Objectives

- Continue to host Guest Speaker Series in conjunction with Family Health West.
- Continue to retain and recruit experienced instructors to provide affordable, high-quality classes to patrons.
- Continually monitor and offer fitness classes and programs that the community wants. Monitor classes and programs to ensure that they are not placing patrons at risk.
- Monitor all equipment within the fitness/wellness areas to make certain that it is mechanically safe and is used in a safe manner. Purchase equipment or repair as needed based on community needs. Work with building maintenance coordinator to ensure that all equipment is properly maintained and functioning correctly.
- Manage contracts of personal trainers and confirm that they are providing safe and acceptable health instruction and information.
- Work with the Senior Services Supervisor and SilverSneakers and Silver&Fit programmers to offer classes for the senior population.
- The Fitness/Wellness department will continue to reach a broad audience with programs offered for a wide spectrum of our local population. Free fitness orientations and assessments, along with instructed classes, will help keep users safe and the equipment protected.
- Continue to grow in the therapeutic recreation area by offering clinical exercise opportunities in a non-clinical setting.

Community Center Fund

Fitness/Wellness Programs

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-27-4111	Salaries, Administrative	-	-	-	-	-	N/A
127-451-27-4120	Part Time	46,818	46,784	46,800	46,800	49,000	5%
127-451-27-4125	Contract Labor	32,642	37,713	37,500	37,500	37,500	0%
127-451-27-4130	Overtime	723	885	800	800	900	13%
		80,183	85,382	85,100	85,100	87,400	3%
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-27-4210	Health Insurance	-	-	-	-	-	N/A
127-451-27-4220	FICA Payroll Expense	3,064	3,119	3,000	3,000	3,100	3%
127-451-27-4221	Medicare Payroll Expense	717	729	700	700	750	7%
127-451-27-4230	Retirement Contribution	-	-	-	-	-	N/A
127-451-27-4250	Unemployment Insurance	142	143	200	200	200	0%
127-451-27-4260	Workers Compensation Insura	1,450	1,650	1,700	1,700	1,825	7%
		5,373	5,641	5,600	5,600	5,875	5%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-27-4310	Professional Development	1,976	1,770	1,700	1,700	2,200	29%
127-451-27-4345	Background Investigations	24	-	100	100	100	0%
		2,000	1,770	1,800	1,800	2,300	28%
<u>OTHER PURCHASED SERVICES</u>							
127-451-27-4530	Telephone	150	-	150	150	150	0%
		150	-	150	150	150	0%
<u>SUPPLIES</u>							
127-451-27-4610	Office Supplies	22	-	-	-	-	N/A
127-451-27-4612	Supplies and Equipment	3,641	1,808	4,000	4,000	4,000	0%
127-451-27-4661	Uniforms	440	21	300	300	300	0%
		4,103	1,829	4,300	4,300	4,300	0%
<u>CAPITAL EQUIPMENT</u>							
127-451-27-4743	Furniture and Equipment	39,059	14,575	-	-	4,500	N/A
		39,059	14,575	-	-	4,500	N/A
TOTAL EXPENSES		130,868	109,197	96,950	96,950	104,525	8%

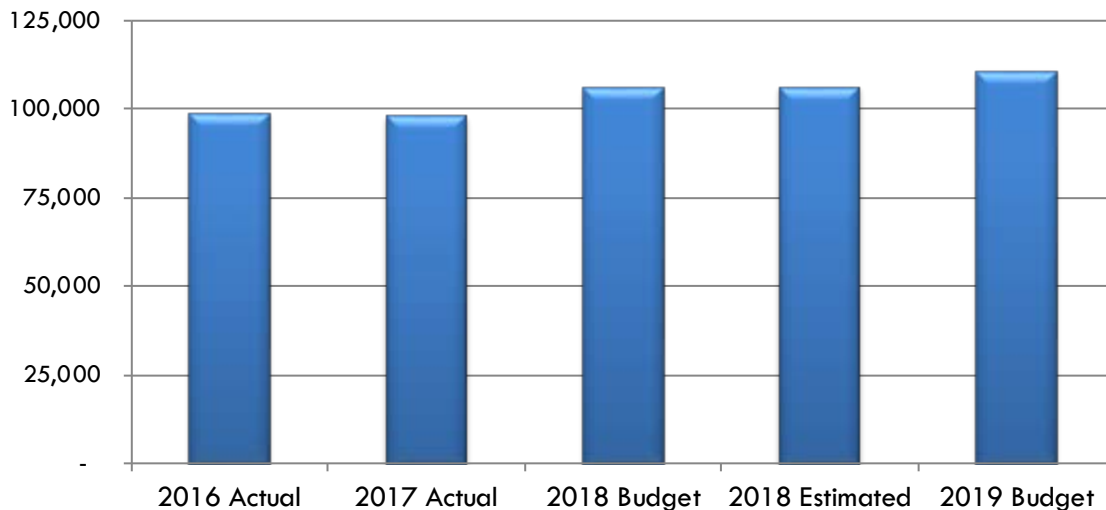
Community Center Fund

Senior Programs

<u>EXPENDITURES</u>	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 46,163	\$ 50,132	\$ 52,500	\$ 52,500	\$ 55,250	5%
Personnel Services, Benefits	24,889	25,190	25,900	25,900	27,175	5%
Purchased Professional Services	1,255	1,969	2,850	2,850	2,850	0%
Purchased Property Services	-	-	-	-	-	N/A
Other Purchased Services	23,049	19,018	16,500	19,000	20,300	23%
Supplies	3,398	1,586	8,325	5,825	4,825	-42%
Operating Expenses	\$ 98,754	\$ 97,895	\$ 106,075	\$ 106,075	\$ 110,400	4%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 98,754	\$ 97,895	\$ 106,075	\$ 106,075	\$ 110,400	4%

The Senior Center is a free gathering place for seniors in the Fruita Community Center. A number of programs are coordinated at the Senior Center and in the surrounding area. In addition, senior services is charged with providing programs, events, and trips for seniors to remain physically, socially, and mentally active. Staff also provides educational opportunities on services and programs offered not only through the City but also through Mesa County Health Department and other senior service organizations.

Budget History



Community Center Fund

Senior Programs

2018 Accomplishments

- Senior services programs and events continue to be popular and more often than not are filled to capacity. Seniors were able to participate in 30 day trips and 6 overnight trips organized by senior services staff. Day trips included Picnics, Extended Hikes, and Sunset Float trips on the Colorado River to an Autumn Colorado Drive over the Mesa. Overnight trips included a trips to Alamosa, Durango, Denver and Moab. Day activities included Cook-Off, Super bowl Party, Computer Classes, and Aging in Place Series, GVT travel training, AARP Elder Watch Seminars, & Ancestry Classes. Seniors also have the opportunity to participate in on-going activities such as food for thought, Friday hike and lunch programs.
- The City of Fruita applied and was accepted as an AARP Livability Community Designation. The Senior Task Force will transition to Livability Commission.

2019 Highlights

- There are no significant changes to this year's Senior Services Budget.

Goals

- Continue to offer and coordinate an increasing variety of recreation programs and activities to meet the needs of the senior community.
- Provide programs and activities that encourage the senior population to stay active or become more active.
- Work with Fitness/Wellness staff to provide 'Silver' fitness programs and educational seminars.
- Work with Aquatics staff to provide Senior level Water Aerobics.
- Start to identify the AARP 8 domains of Livability and how the City of Fruita matches up to these designations.

Objectives

- Work with Silver Sneakers/Silver and Fit staff to offer classes and social opportunities for the senior community to stay fit and active.
- Increase opportunities for seniors by introducing more diverse programs focusing on the varied interests, income, and physical abilities of seniors within the community. Focus on both divisions of the senior department; the Senior Center and the older adult programs.
- Continue to ensure that programs and activities are cost-effective for the City. Provide programs for seniors that are affordable.

Community Center Fund

Senior Programs

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-28-4111	Salaries, Administrative	40,071	42,869	43,750	43,750	45,500	4%
127-451-28-4120	Part Time	5,857	7,095	8,100	8,100	9,750	20%
127-451-28-4125	Contract Labor	-	-	-	-	-	N/A
127-451-28-4130	Overtime	235	168	650	650	-	-100%
		46,163	50,132	52,500	52,500	55,250	5%
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-28-4210	Health Insurance	18,215	17,649	17,750	17,750	18,600	5%
127-451-28-4220	FICA Payroll Expense	2,767	2,907	3,300	3,300	3,450	5%
127-451-28-4221	Medicare Payroll Expense	647	680	775	775	800	3%
127-451-28-4230	Retirement Contribution	1,721	1,929	2,000	2,000	2,050	2%
127-451-28-4250	Unemployment Insurance	139	150	225	225	225	0%
127-451-28-4260	Workers Compensation Insuranc	1,400	1,875	1,850	1,850	2,050	11%
		24,889	25,190	25,900	25,900	27,175	5%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-28-4310	Professional Development	585	885	800	800	800	0%
127-451-28-4345	Background Investigations	-	-	50	50	50	0%
127-451-28-4350	Entertainment	670	1,084	2,000	2,000	2,000	0%
		1,255	1,969	2,850	2,850	2,850	0%
<u>PURCHASED PROPERTY SERVICES</u>							
127-451-28-4441	Facility Rentals	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>OTHER PURCHASED SERVICES</u>							
127-451-28-4530	Telephone	300	-	-	-	300	N/A
127-451-28-4553	Advertising	-	-	-	-	-	N/A
127-451-28-4580	Senior Travel Activities	22,749	19,018	16,500	19,000	20,000	21%
		23,049	19,018	16,500	19,000	20,300	23%
<u>SUPPLIES</u>							
127-451-28-4612	Supplies and Equipment	3,398	1,586	8,325	5,825	4,825	-42%
127-451-28-4680	Refunds	-	-	-	-	-	N/A
		3,398	1,586	8,325	5,825	4,825	-42%
<u>CAPITAL EQUIPMENT</u>							
127-451-28-4743	Furniture and Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENSES		98,754	97,895	106,075	106,075	110,400	4%

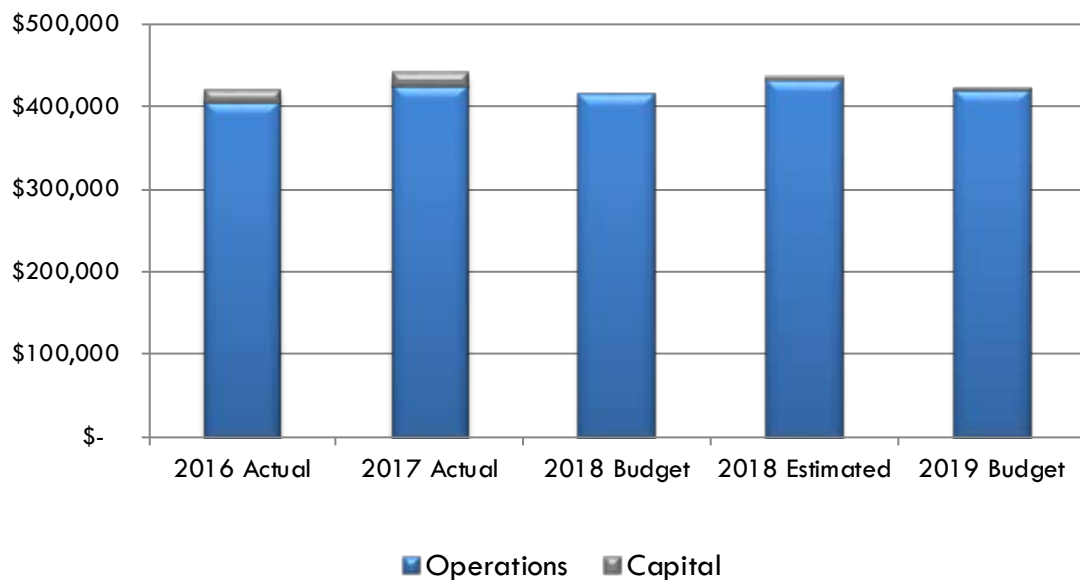
Community Center Fund

Building Maintenance

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 101,755	\$ 109,448	\$ 118,050	\$ 118,050	\$ 125,750	7%
Personnel Services, Benefits	25,329	25,963	26,800	26,800	28,850	8%
Purchased Professional Services	779	180	1,800	4,100	900	-50%
Purchased Property Services	61,984	66,523	68,100	65,100	62,600	-8%
Other Purchased Services	300	300	300	300	300	0%
Supplies	214,416	221,484	199,525	218,600	202,025	1%
Operating Expenses	\$ 404,563	\$ 423,898	\$ 414,575	\$ 432,950	\$ 420,425	1%
Capital	15,577	16,824	-	4,000	3,000	N/A
Total Expense	\$ 420,140	\$ 440,722	\$ 414,575	\$ 436,950	\$ 423,425	2%

Building Maintenance oversees general maintenance and custodial services at the Fruita Community Center. Building Maintenance includes one full time employee, as well as 2 part-time custodians / day porters. Contracted services such as HVAC and custodial are also included in Building Maintenance. Building Maintenance oversees and responds to public concerns, system and equipment failures and general preventative maintenance.

Budget History



Community Center Fund

Building Maintenance

2018 Accomplishments

- Preventative maintenance was routinely completed on all pumps, filters, chemical feeders and boilers. Preventative maintenance on HVAC and the pool dehumidification unit was contracted to outside services with GMMI.
- The Community Center closed for maintenance week in mid-September. Projects included general deep cleaning, painting, wood floor refinishing, carpet cleaning, fitness equipment deep cleaning and maintenance, tile cleaning, window cleaning, and replaced carpet in the back hallway, senior center and front desk.
- With savings from the Pool Lighting project, we were able to convert the gym lights to LED's as well as a budgeted project to convert the parking lot lights to LED's as well.
- The meeting room projector was replaced this year as well as an overhaul of the Community Center sound system.
- The addition of a second day time custodian has made a significant impact on the cleanliness of the facility. We are now able to do a mid-day cleaning of the women's locker room as well as daily cleaning of fitness equipment, windows etc.

2019 Budget Highlights

- There are no significant changes to this year's Building Maintenance budget.

Goals

Maintain high standards of cleanliness, safety, and security at the Fruita Community Center.

- Continue to provide a high level of service through prompt response to customer and staff concerns.
- Prevent mechanical failures in the facility that may affect patron visit and usage.

Objectives

- Evaluate contracted custodial services and secure new custodial agreement.
- Coordinate facility maintenance week in 2019.
- Establish ongoing preventive maintenance budget to be used in budget preparations and expense tracking
- Maintain aquatic systems including pumps, boilers, UVs and filters.
- Maintain chemical feeders, logs and reports as required by health code.

Community Center Fund

Building Maintenance

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

Community Center Fund

Building Maintenance

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-54-4111	Salaries, Administrative	35,000	35,082	36,050	36,050	37,500	4%
127-451-54-4120	Part Time	8,827	14,578	21,250	21,250	27,700	30%
127-451-54-4125	Contract Labor	55,782	55,579	57,500	57,500	57,500	0%
127-451-54-4130	Overtime	2,146	4,209	3,250	3,250	3,050	-6%
		101,755	109,448	118,050	118,050	125,750	7%
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-54-4210	Health Insurance	18,215	17,649	17,650	17,650	18,600	5%
127-451-54-4220	FICA Payroll Expense	2,795	3,302	3,750	3,750	4,250	13%
127-451-54-4221	Medicare Payroll Expense	654	772	900	900	1,000	11%
127-451-54-4230	Retirement Contribution	1,702	1,578	1,750	1,750	1,825	4%
127-451-54-4250	Unemployment Insurance	138	162	250	250	275	10%
127-451-54-4260	Workers Compensation Insura	1,825	2,500	2,500	2,500	2,900	16%
		25,329	25,963	26,800	26,800	28,850	8%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-54-4310	Professional Development	779	180	1,800	4,100	900	-50%
		779	180	1,800	4,100	900	-50%
<u>PURCHASED PROPERTY SERVICES</u>							
127-451-54-4430	Service Contracts	15,127	16,476	20,000	17,000	17,000	-15%
127-451-54-4435	Fleet Maintenance	675	2,075	2,000	2,000	2,000	0%
127-451-54-4440	Building Maintenance	46,182	45,578	43,600	43,600	43,600	0%
127-451-54-4452	Drainage Fees	-	2,394	2,500	2,500	-	-100%
		61,984	66,523	68,100	65,100	62,600	-8%
<u>OTHER PURCHASED SERVICES</u>							
127-451-54-4530	Telephone	300	300	300	300	300	0%
		300	300	300	300	300	0%
<u>SUPPLIES</u>							
127-451-54-4610	Office Supplies	158	-	-	-	-	N/A
127-451-54-4612	Supplies and Equipment	21,910	23,270	22,000	22,000	24,500	11%
127-451-54-4620	Utilities	147,402	144,779	150,000	150,000	150,000	0%
127-451-54-4626	Fuel	764	963	1,525	2,000	1,525	0%
127-451-54-4649	Repair & Maint Supplies	43,581	52,170	25,500	44,100	25,500	0%
127-451-54-4661	Uniforms	601	302	500	500	500	0%
		214,416	221,484	199,525	218,600	202,025	1%
<u>CAPITAL</u>							
127-451-54-4743	Furniture and Equipment	15,577	16,824	-	4,000	3,000	N/A
127-451-54-4744	Computer Equipment	-	-	-	-	-	N/A
		15,577	16,824	-	4,000	3,000	N/A
TOTAL EXPENSES		420,140	440,722	414,575	436,950	423,425	2%

Capital Projects Fund

Capital Projects Fund

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Capital Projects Fund

SUMMARY

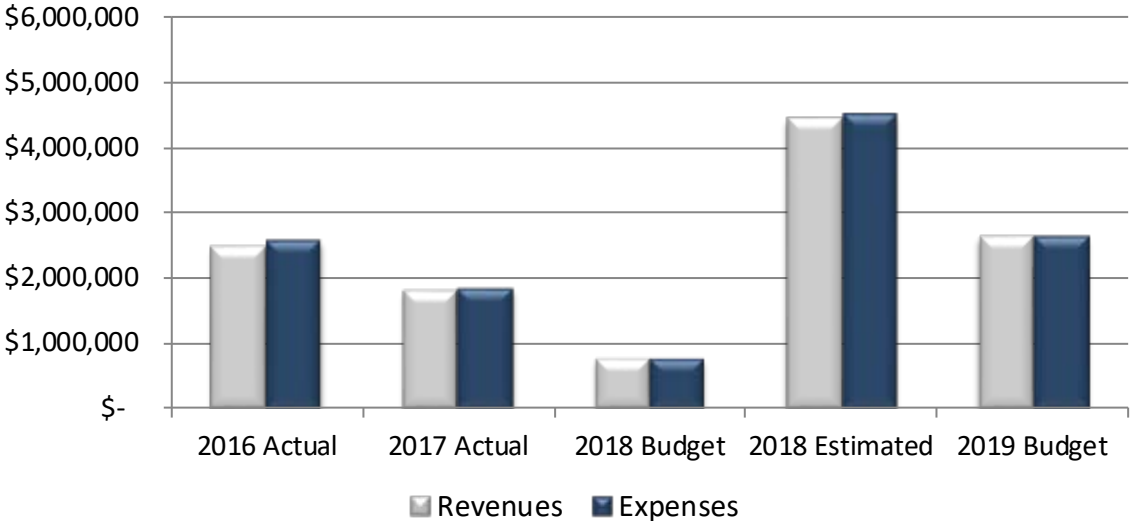
	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>Beginning Funds</u>	\$ 546,248	\$ 442,303	\$ 407,968	\$ 407,968	\$ 355,443	-13%
<u>Revenues</u>						
Intergovernmental Revenue	\$1,514,599	\$1,309,028	\$ 93,500	\$3,427,225	\$1,600,000	1611%
Development Impact Fees	233,386	37,141	57,500	66,150	-	-100%
Interest and Rents	6,054	10,885	-	-	-	N/A
Donations	8,394	-	4,000	174,000	-	-100%
Transfers from Other Funds	706,726	433,144	613,500	774,500	1,025,000	67%
Sale of Property	-	-	-	-	-	N/A
Total Revenues	\$2,469,159	\$1,790,198	\$ 768,500	\$4,441,875	\$2,625,000	242%
<u>Expenses</u>						
Miscellaneous Projects	\$ 33,624	\$ 267,724	\$ 7,500	\$ 10,150	\$ 100,000	1233%
Street Improvements	770,047	291,496	171,000	181,550	2,445,000	1330%
Drainage Improvements	-	-	250,000	260,000	-	-100%
Building Improvements	224,304	-	-	-	-	N/A
Parks and Open Space	1,545,129	1,265,313	140,000	3,842,700	80,000	-43%
Contingency	-	-	200,000	200,000	-	-100%
Total Expenses	\$2,573,104	\$1,824,533	\$ 768,500	\$4,494,400	\$2,625,000	242%
<u>Excess (Deficiency) of Revenues over Expenditures</u>	\$ (103,945)	\$ (34,335)	\$ -	\$ (52,525)	\$ -	N/A
<u>Ending Funds Available</u>	\$ 442,303	\$ 407,968	\$ 407,968	\$ 355,443	\$ 355,443	-13%
<u>Components of Funds Available</u>						
Restricted for POST	\$ 43,447	\$ 2,537	\$ 2,537	\$ 2,537	\$ 2,537	0%
Restricted for streets	240,490	298,525	298,525	246,000	246,000	-18%
Unassigned	158,366	106,906	106,906	106,906	106,906	0%
	\$ 442,303	\$ 407,968	\$ 407,968	\$ 355,443	\$ 355,443	-13%

Capital Projects Fund

PURPOSE OF THE FUND

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

REVENUES AND EXPENSES



Revenues

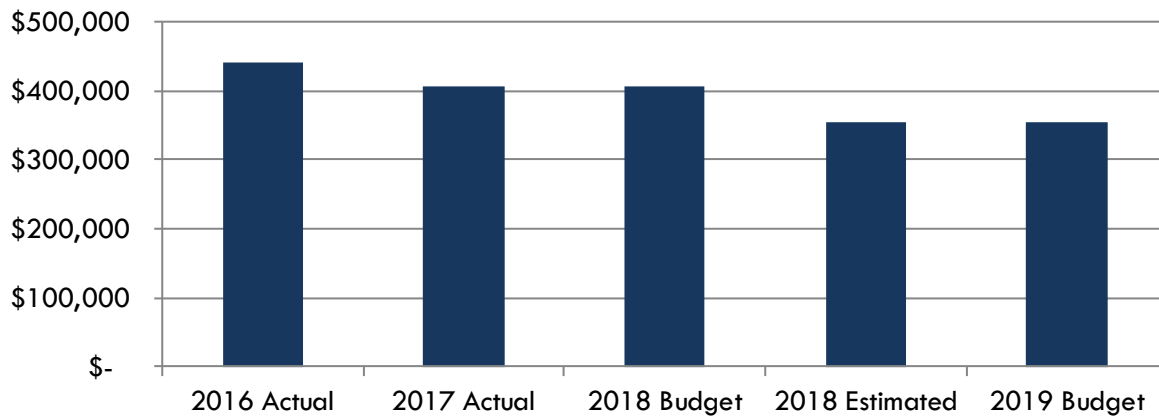
The Capital Project Fund receives most of its funding from grant revenues and transfers from other funds. Revenues of \$2,625,000 in the 2019 Budget include grant revenues of \$1.6 million (63%) and transfers from other funds of \$1,025,000 (39%) with the majority of the transfers from available funds in the General Fund. The City has historically been very successful in leveraging City funds with grant revenues.

Expenses

There are a number of individual projects in the 2019 budget which are detailed in the following pages. The most significant project is the construction of the Maple Street Bridge replacement.

Capital Projects Fund

FUNDS AVAILABLE



The Capital Projects Fund has estimated available funds of \$355,443 at December 31, 2019. Of these funds, \$248,537 are restricted for specific uses and \$106,906 is unassigned and available for any capital project use.

PERSONNEL

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

Capital Projects Fund Summary

Revenues						
Account Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>INTERGOVERNMENTAL REVENUES</u>						
3313 Federal Grant	649,540	-	-	-	1,600,000	N/A
3342 Energy Impact Grant	117,672	125,131	-	880,550	-	N/A
3344 Tourism Mini Grant	-	-	3,500	3,500	-	-
3346 GOCO Grant	200,000	847,778	-	1,284,050	-	N/A
3347 TAP Grant	144,188	15,812	-	1,200,000	-	N/A
3348 CPW Grant	-	-	-	-	-	-
3371 Mesa County Grants	323,199	267,807	-	50,125	-	N/A
3375 AGNC Grant	-	2,500	-	9,000	-	-
3377 GV Drainage District	80,000	50,000	90,000	-	-	-100%
	1,514,599	1,309,028	93,500	3,427,225	1,600,000	1611%
<u>FINES, FORFEITS AND ASSESSMENTS</u>						
3550 Special Assessments	5,237	866	-	-	-	N/A
3555 Development Impact Fees	228,149	36,275	57,500	66,150	-	-100%
	233,386	37,141	57,500	66,150	-	-100%
<u>INTEREST AND RENTS</u>						
3610 Interest on deposits	6,054	10,885	-	-	-	N/A
	6,054	10,885	-	-	-	N/A
<u>DONATIONS</u>						
3641 Donations	8,394	-	4,000	174,000	-	-100%
	8,394	-	4,000	174,000	-	-100%
<u>TRANSFERS FROM OTHER FUNDS</u>						
3910 Transfer from General Fund	474,447	260,946	488,000	499,550	945,000	94%
3911 Transfer from Sewer Fund	9,304	-	-	-	-	N/A
3913 Transfer from Devils Canyon Fund	-	-	48,000	48,000	-	-100%
3916 Transfer from Cons. Trust	183,584	172,198	77,500	226,950	80,000	3%
3918 Transfer from Comm Cntr	39,391	-	-	-	-	N/A
	706,726	433,144	613,500	774,500	1,025,000	67%
<u>OTHER FINANCING SOURCES</u>						
3950 Sale of Property	-	-	-	-	-	N/A
	-	-	-	-	-	N/A
TOTAL REVENUES	2,469,159	1,790,198	768,500	4,441,875	2,625,000	242%

Capital Projects Fund Summary

Expenses

Account Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
MISCELLANEOUS PROJECTS						
701-77 Mountain Water System Imp	-	-	-	-	-	N/A
703-77 Marketing/Signage	-	-	7,500	7,500	-	-100%
705-77 Lagoon Redevelopment	-	-	-	-	100,000	N/A
708-77 Downtown Improvements	33,624	267,724	-	2,650	-	N/A
	33,624	267,724	7,500	10,150	100,000	1233%
STREET IMPROVEMENTS						
732-77 N Maple Bridge Replacement	-	-	50,000	50,000	2,000,000	3900%
733-77 Sidewalk Replacement	31,453	41,765	30,000	41,550	30,000	0%
735-77 Overlay Program	442,217	249,731	-	-	400,000	N/A
736-77 Business Park Improvements	-	-	-	-	-	N/A
740-77 Ottley Ave Improvements	-	-	25,000	15,000	-	-100%
742-77 I70/Hwy 340 Gateway	37,261	-	66,000	75,000	-	-100%
745-77 J.2 Road Improvements	259,116	-	-	-	15,000	N/A
	770,047	291,496	171,000	181,550	2,445,000	1330%
DRAINAGE IMPROVEMENTS						
763-77 Drainage Improvements	-	-	250,000	260,000	-	-100%
	-	-	250,000	260,000	-	-100%
BUILDING IMPROVEMENTS						
781-77 Shop Improvements	224,304	-	-	-	-	N/A
783-77 Civic Center Improvements	-	-	-	-	-	N/A
	224,304	-	-	-	-	N/A
PARK AND OPEN SPACE IMPROVEMENTS						
790-77 Kokopelli Trail	215,969	1,033,475	-	3,648,050	-	N/A
791-77 Little Salt Wash Trail	1,250,641	-	-	8,025	-	N/A
792-77 Trails	-	-	90,000	100,000	-	-100%
793-77 Snooks Bottom Open Space	-	23,432	-	6,000	-	N/A
794-77 Little Salt Wash Park Imp	11,419	208,406	-	625	-	N/A
795-77 Reed Park Improvements	-	-	20,000	50,000	-	-100%
797-77 Heritage Park	-	-	10,000	10,000	20,000	100%
798-77 Fruita Community Center	39,391	-	-	-	-	N/A
800-77 Prospector Park	-	-	20,000	20,000	-	-100%
802-77 Civic Center Park	19,484	-	-	-	20,000	N/A
803-77 Park Improvements	8,225	-	-	-	40,000	N/A
	1,545,129	1,265,313	140,000	3,842,700	80,000	-43%
CONTINGENCY						
700-77 Contingency	-	-	200,000	200,000	-	-100%
	-	-	200,000	200,000	-	-100%
TOTAL EXPENDITURES	2,573,104	1,824,533	768,500	4,494,400	2,625,000	242%

Capital Projects Fund

Lagoon Redevelopment - Project #130-705-77					
	2016	2017	2018	2018	2019
	Actual	Actual	Budget	Estimated	Budget
<u>Revenues</u>					
3342 Energy Impact Grant	\$ -	\$ -	\$ -	\$ -	\$ -
3910 Transfer from General Fund	-	-	-	-	100,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 100,000
<u>Expenses</u>					
4335 Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ 25,000
4730 Construction	-	-	-	-	75,000
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Project Description

Phase 1 of this project consists of the evaluation of the potential development of the Lagoons Project including utility studies, wetlands delineation, soils studies, fill analysis for filling existing lagoons and development of conceptual plan leading to creation of the Outline Development Plan for the Lagoon Project. Phase 2 would include construction of infrastructure to enhance the developability of the Fruita Lagoon Property. The improvements have not been fully identified but may be anything from importing and placing fill in the existing lagoons to installation of utility extensions into the property to relocation of the existing sewer lift station at the east entrance to the property. The \$100,000 budget for this project is to be leveraged with private money to submit a DOLA Grant in the Spring of 2019 for additional construction funds.

Purpose and Need

The Lagoon Concept Plan was produced in response to a Lagoon Property Community Survey conducted in 2016. The Concept Plan was completed in January of 2017 and developed a layout that incorporated both recreation and commercial uses for the property where a balance of uses could be utilized.

History and Current Status

The major portion of the subject property includes a 25-acre parcel owned by the City of Fruita that served as the location for sewer lagoons from 1967 to 2011, when a new sewer treatment facility was constructed at the south end of 15 Road. The sewer lagoons have been fully decommissioned and cleaned up to an environmentally safe condition. The City also has partial ownership in over 15 acres of land adjacent to the Lagoon Property. These 15 acres are jointly owned by the City, Mesa County, and the Riverfront Commission and were purchased for the construction of the Little Salt Wash Trail.

Schedule

Preliminary designs will be developed in preparation of the DOLA Grant submission. Upon successful acquisition of grant funds, the final designs will be developed prior to the Summer. Construction is anticipated in late Summer and into Fall.

Capital Projects Fund

Operating Budget Impact

This project will not have a direct impact on the operating budget.

Capital Projects Fund

N. Maple Bridge Replacement - Project #130-732-77					
	2016	2017	2018	2018	2019
	Actual	Actual	Budget	Estimated	Budget
Revenues					
3313 Federal Bridge Grant	\$ -	\$ -	\$ -	\$ -	\$1,600,000
3910 Transfer from General Fund	-	-	50,000	50,000	400,000
Total Revenues	\$ -	\$ -	\$ 50,000	\$ 50,000	\$2,000,000
Expenses					
4730 Construction	\$ -	\$ -	\$ -	\$ -	\$2,000,000
4741 Land Acquisition	-	-	50,000	50,000	-
Total Expenses	\$ -	\$ -	\$ 50,000	\$ 50,000	\$2,000,000

Project Description

The project consists of replacing an old bridge crossing of the Little Salt Wash at Maple Street. Mesa County has contracted with DOWL to design the bridge with Mesa County covering the costs of design. The City will utilize the completed design documents to seek grant and other funding sources in 2018 necessary for the construction of the Bridge in 2019. The City will apply for a Hazard Elimination Grant.

Purpose and Need

Currently the bridge is functionally obsolete. It is only 30-ft wide with 6-ft walks and 22-ft of paved surface. As Maple Street is designated as one of our Collectors Streets, it is to have 60-ft of right of way with 44-ft of asphalt pavement and 7-ft vertical curb, gutter and sidewalks on both sides. Additionally, a fatality occurred in 2014 at this location where a southbound vehicle drove through the fence west of the bridge and ended up in Little Salt Wash. With continued growth in the northern portion of the City, replacement of this bridge and others will reduce the safety hazards associated with having a narrow bridge with widened approaches and will result in an increase in the safety and welfare of the public.

History and Current Status

The street section was widened both north and south of the bridge with the North Maple Street Improvements Project of 2007.

Schedule

The design documents are complete. Upon successfully obtaining grant funding for the construction, and obtaining any identified right-of-way, construction is scheduled for the later part of 2019.

Operating Budget Impact

With a bridge replacement, there will be no additional maintenance cost with the new bridge.

Capital Projects Fund

Sidewalk Replacement - Project #130-733-77					
	2016	2017	2018	2018	2019
	Actual	Actual	Budget	Estimated	Budget
Revenues					
3375 AGNC Grant	\$ -	\$ 2,500	\$ -	\$ -	\$ -
3550 Sidewalk Assessments	5,237	867	-	-	-
3910 Transfer from General Fund	26,216	38,398	30,000	41,550	30,000
Total Revenues	\$ 31,453	\$ 41,765	\$ 30,000	\$ 41,550	\$ 30,000
Expenses					
4730 Construction	\$ 31,453	\$ 41,765	\$ 30,000	\$ 41,550	\$ 30,000
Total Expenses	\$ 31,453	\$ 41,765	\$ 30,000	\$ 41,550	\$ 30,000

Project Description

This project is established for the repair and replacement of sidewalks within the City. This is an ongoing program and includes sidewalks along private property which are in poor condition on a cost share basis with the property owner. In 2008, the City increased its reimbursement to the property owner from 50% to 80% of the cost of replacement of eligible sidewalks. The 2019 budget includes \$30,000 for this cost share program and to address existing ADA and safety issues. The Fruita Traffic Committee has identified multiple locations that warrant crosswalks improvements. An additional \$15,000 has been set aside for the J 2/10 Road and Fremont Street crosswalk as a separate project.

Purpose and Need

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

History and Current Status

Both the 2013 and 2017 Fruita Community Surveys identified the quality of City streets and sidewalks as the areas that should receive the most emphasis. This program has been established to meet this focus by improving sidewalks and meeting necessary ADA standards for disabled pedestrians. In 2018, the sidewalk program focused on sidewalks near public facilities that would not normally contribute to the 80/20 program. Approximately \$7,500 was spent in 2018 on sidewalk replacement. In addition, the City utilized approximately \$7,500 in concrete grinding in locations where joint offsets are less than 1½". This method is typically cheaper than full replacement and each joint can be completed in around an hour or less. \$15,000 was spent on ADA improvements for three (3) curb ramp replacements.

Schedule

Sidewalk replacements will occur throughout the year.

Operating Budget Impact

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

Capital Projects Fund

Overlay Program - Project #130-735-77					
	2016	2017	2018	2018	2019
	Actual	Actual	Budget	Estimated	Budget
Revenues					
3371 Mesa County	\$ 251,746	\$ 75,000	\$ -	\$ -	\$ -
3555 Development Impact Fees	-	-	-	-	-
3910 Transfer from General Fund	190,471	174,731	-	-	400,000
Total Revenues	\$ 442,217	\$ 249,731	\$ -	\$ -	\$ 400,000
Expenses					
4730 Construction	\$ 442,217	\$ 249,731	\$ -	\$ -	\$ 400,000
Total Expenses	\$ 442,217	\$ 249,731	\$ -	\$ -	\$ 400,000

Overlays including N Maple Sewer Replacement Overlay - \$400,000

Project Description

This is a capital project fund for asphalt overlay improvements, including patching on various streets in the City of Fruita. This project will focus on overlays for the Maple Street Phase 1 project which includes a sewer line repair/replacement project in the Sewer Fund. It is anticipated that \$100,000 from the overlay budget will be utilized for the pavement repair/overlay for the Maple Street Sewer. The remaining \$300,000 will be utilized for streets ranked highest for a road overlay.

Purpose and Need

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

History and Current Status

The City of Fruita maintains an inventory of a Pavement and Surface Evaluation Rating (PASER) that evaluates all streets within the City limits every 3 years and continually updates the inventory as maintenance operations are completed. These evaluation ratings are used in conjunction with traffic data to prioritize streets in need of overlaying. Both the 2013 and 2017 Fruita Community Surveys identified the quality of City streets and sidewalks as the areas that should receive the most emphasis.

Schedule

The proposed overlays are planned to be constructed in the summer months when school is not in session with a portion being tied to the associated sewer project.

Operating Budget Impact

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

Capital Projects Fund

J.2 Road Crosswalk - Project #130-745-77

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
Revenues					
3342 Energy Impact Grant	\$ 17,672	\$ -	\$ -	\$ -	\$ -
3555 Development Impact Fees	-	-	-	-	-
3910 Transfer from GEN	19,589	-	-	-	15,000
Total Revenues	\$ 37,261	\$ -	\$ -	\$ -	\$ 15,000
Expenses					
4335 Engineering and Design	\$ 37,261	\$ -	\$ -	\$ -	\$ -
4730 Construction	-	-	-	-	15,000
Total Expenses	\$ 37,261	\$ -	\$ -	\$ -	\$ 15,000

Project Description

This project includes the addition of crosswalk improvements at the intersection of Freemont Street and J 2/10 Road.

Purpose and Need

The Fruita 8/9 School and Rim Rock Elementary were constructed in 2005 and 2006, respectively. This added a great demand for a north-south pedestrian connection on the east side of town with developments such as Brandon Estates and others building out on the northeast area of town. In 2013, the Freemont Trail was constructed in what is to be the future Freemont Street road right of way. With the construction of the trail, came the pedestrian use and the conflicts with motorists at J 2/10 Road.

History and Current Status

Since the completion of the Freemont Trail, there has been a high use with students traveling to the Fruita 8/9 School and Fruita Monument High School. With the high use, there has been a greater chance of pedestrian and vehicle conflicts. In 2018, the City installed flashing crosswalk signs at Freemont and Ottley Avenue. The next intersection south of Ottley being Aspen Ave. which is in a school zone. With J 2/10 Road being outside of a school zone, it rose to the top of the list for another crosswalk improvement.

Schedule

The crosswalk improvements will be designed in-house and will be installed in the Spring to Summer months.

Operating Budget Impact

This project will not have a direct impact on the operating budget.

Capital Projects Fund

Heritage Park - Project #130-797-77					
	2016	2017	2018	2018	2019
	Actual	Actual	Budget	Estimated	Budget
Revenues					
3555 Development Impact Fees	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -
3916 Transfer from CTF	-	-	-	-	20,000
Total Revenues	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 20,000
Expenses					
4730 Construction	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 20,000
4743 Furniture and Equipment	-	-	-	-	-
Total Expenses	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 20,000

Project Description

Construction of Pump House for Heritage Park. The pump house will be built with colored split face concrete masonry units to match the pump houses and restroom facilities at other parks, namely Little Salt Wash Park.

Purpose and Need

The pump house located at Heritage Park is a wood structure that has weathered and deteriorated to a point where it requires replacement. Irrigation water collects and sits at the base of the pump house where the wood frame attaches to the foundation. The pump house framing has rotted and has become structurally unsound and is also an unsightly detraction in the park. The structure is intended to secure and protect the irrigation pumping systems for the park and as such the existing structure needs replaced.

History and Current Status

Heritage Park is over 30 years old and see a lot of activity from soccer, baseball, and flag football practices to people exercising on the soft surface trail to children enjoying the play set. The park also has a basketball court for those wanting to shoot some hoops or play a little 2 on 2.

Schedule

The pump house is planned to be constructed in the late Winter or early Spring prior to irrigation water being available.

Operating Budget Impact

This project will not have a direct impact on the operating budget.

Capital Projects Fund

Civic Center Park - Project #130-802-77						
	2016	2017	2018	2018	2019	
	Actual	Actual	Budget	Estimated	Budget	
Revenues						
3916 Transfer from CTF	\$ -	\$ -	\$ -	\$ -	\$ 20,000	
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 20,000	
Expenses						
4730 Construction	\$ -	\$ -	\$ -	\$ -	\$ 20,000	
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 20,000	

Project Description

Construction of Pump House for Civic Center Park. The pump house will be built with colored split face concrete masonry units to match the pump houses and restroom facilities at other parks, namely Little Salt Wash Park.

Purpose and Need

The pump house located at Civic Center Park is a wood structure that has weathered and deteriorated to a point where it requires replacement. The siding near the ground has been subject to water damage and is in need of repair. Upgrading to a masonry structure will secure and protect the irrigation equipment inside.

History and Current Status

Civic Center Park is the host to numerous activities that place a burden on the grass area to the south. Food Truck Fridays, Thursday night concerts, Fat Tire Festival, Fruita Fall Festival, Farmer’s Market, and Mike the Headless Chicken Festival are just a few of the heaviest users of the lawn area.

Schedule

The pump house is planned to be constructed in the late Winter or early Spring prior to irrigation water being available.

Operating Budget Impact

This project will not have a direct impact on the operating budget.

Capital Projects Fund

Park Improvements - Project #130-803-77

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
Revenues					
3641 Donations	\$ 8,225	\$ -	\$ -	\$ -	\$ -
3910 Transfer from General Fund	-	-	-	-	-
3916 Transfer from CTF	-	-	-	-	40,000
Total Revenues	\$ 8,225	\$ -	\$ -	\$ -	\$ 40,000
Expenses					
4730 Construction	\$ -	\$ -	\$ -	\$ -	\$ 40,000
4745 Sculptures and Artwork	8,225	-	-	-	-
Total Expenses	\$ 8,225	\$ -	\$ -	\$ -	\$ 40,000

Project Description

Replacement and upgrade of Netafin filters for the irrigation systems at Reed Park and Vista Valley Park.

Purpose and Need

Both Reed Park and Vista Valley Park are larger parks that receive a great deal of use. The existing filters are worn to the point they are no longer repairable. Replacement of the filters will help to ensure the systems will run more efficiently without clogging heads which leads to unhealthy plant life.

History and Current Status

Reed Park was built and created in 1983 and has been and continues to be the busiest passive (non-programmed) park in Fruita. Parents bring their children to this park to picnic and play at the playground which still has two play structures and a merry-go-round. Vista Valley Park is located in the middle of Vista Valley subdivision which provides an extension of back yards as well as a play area for many others to enjoy.

Schedule

The filters are planned to be replaced in the late Winter or early Spring prior to irrigation water being available.

Operating Budget Impact

This project will not have a direct impact on the operating budget.

Debt Service Fund

Debt Service Fund

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Debt Service Fund

SUMMARY

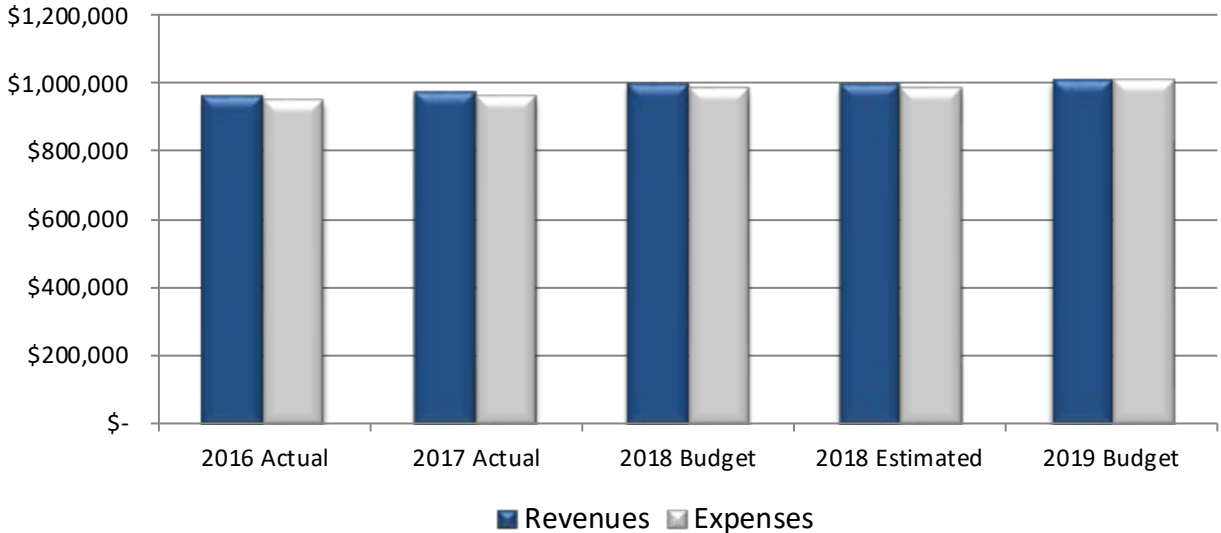
	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>Beginning Funds Available</u>	\$ 2,726,735	\$ 2,734,800	\$ 2,744,860	\$ 2,744,860	\$ 2,756,320	0%
<u>Revenues</u>						
Intergovernmental Revenue	\$ 248,400	\$ 248,400	\$ 249,000	\$ 249,000	\$ 250,000	0%
Investment Earnings	12,453	17,698	10,700	10,700	28,450	166%
Transfers from Other Funds	695,350	704,700	734,500	734,500	725,050	-1%
Total Revenues	\$ 956,203	\$ 970,798	\$ 994,200	\$ 994,200	\$ 1,003,500	1%
<u>Expenses</u>						
Other Purchased Services	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	0%
Debt Service Principal	60,000	75,000	100,000	100,000	125,000	25%
Debt Service Interest	887,638	885,238	882,240	882,240	878,000	0%
Total Expense	\$ 948,138	\$ 960,738	\$ 982,740	\$ 982,740	\$ 1,003,500	2%
<u>Excess (Deficiency) of Revenues over Expenditures</u>	\$ 8,065	\$ 10,060	\$ 11,460	\$ 11,460	\$ -	-100%
<u>Ending Funds Available</u>	\$ 2,734,800	\$ 2,744,860	\$ 2,756,320	\$ 2,756,320	\$ 2,756,320	0%
<u>Components of Funds Available</u>						
Restricted - Debt service reserve	1,756,500	1,756,500	1,756,500	1,756,500	1,256,500	-28%
Restricted for debt service	978,300	988,360	999,820	999,820	1,499,820	50%
	\$ 2,734,800	\$ 2,744,860	\$ 2,756,320	\$ 2,756,320	\$ 2,756,320	0%

Debt Service Fund

PURPOSE OF THE FUND

The Debt Service Fund is used to account for general long term debt of the City not otherwise accounted for in enterprise funds. Currently, the City of Fruita Sales and Use Tax Revenue Bonds, Series 2009A and 2009B, issued for construction of the Community Recreation Center is the only general long term debt of the City. The Sales and Use Tax Revenue Bonds, Series 2009A and 2009B were issued in November 2009 in the amount of \$12,565,000 for construction of a community recreation center. The bonds are comprised of tax-exempt obligations in the amount of \$2,440,000 and federally taxable Build America Bonds in the amount of \$10,125,000. The bonds were issued for a 30 year term with the debt scheduled to be paid off in 2039. The bonds were issued with an AAA rating from Standard and Poor’s with insurance from the Assured Guaranty Corp and an underlying rating of BBB+. The underlying rating of BBB+ was upgraded in September of 2013 to an A/Stable unenhanced rating.

REVENUES AND EXPENSES



Revenues

The bonds are paid through a dedicated one cent increase in the sales and use tax revenue of the City as approved by voters at the November 2008 election. The sales and use tax increase is intended to cover both the debt service for construction of the center as well as the subsidy of operational costs of the Fruita Community Center. The pledged sales and use tax is reduced from 1.0% to 0.4% on January 1st following the date which the bonds are paid in full, but not later than January 1, 2039. Funds are transferred from the Community Center Fund on a monthly basis for debt service payments on the bonds. The amount budgeted to be transferred in 2019 is \$725,050.

Debt Service Fund

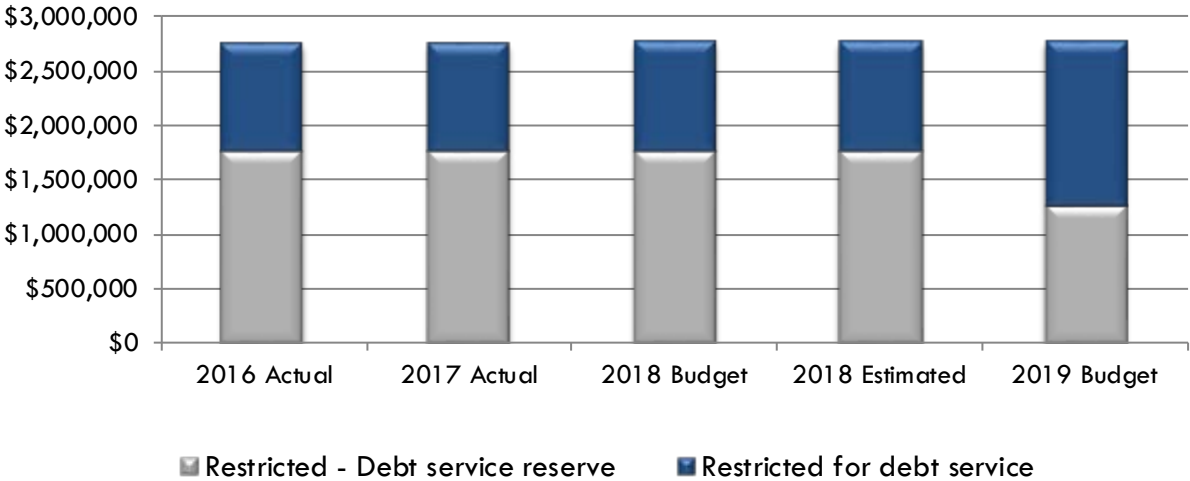
A 35% interest subsidy was scheduled to be received by the City of Fruita from the federal government on each interest payment date for the taxable bonds. However, as a result of the Federal government's budget sequestration, these interest subsidy payments have been reduced by a percentage that is established on an annual basis by the federal government. Additional revenues include interest revenues on bond reserve funds.

Expenses

Expenses of \$1,003,500 in the Debt Service Fund include principal and interest payments on the bonds and payment of escrow agent fees for the bonds. A detailed repayment schedule is attached.

The bonds are eligible to be refunded or called priority to maturity in 2019. An analysis will be performed on the feasibility and potential cost savings of a refunding of the bonds in the spring/summer of 2019 prior to the October 1 call date.

FUNDS AVAILABLE



The reserved fund balance of \$2.75 million represents the Bond Reserve Fund of \$1,256,500, in addition to accumulations of revenue from the sales tax dedicated to bond payments at yearend of \$1,499,820 to be used for future bond payments. The Bond Reserve Fund balance reflects a reduction of \$500,000 in 2019 with a corresponding increase in the amount restricted for debt service. This reduction reflects the elimination of the required Supplemental Reserve Fund in 2019.

Debt Service Fund

CITY OF FRUITA SALES AND USE TAX REVENUE BONDS SERIES 2009AB COMMUNITY RECREATION CENTER						
YEAR	PRINCIPAL	COUPON RATE	INTEREST	INTEREST BAB SUBSIDY	ANNUAL TOTAL	PRINCIPAL BALANCE
2019	125,000	4.250%	877,988	(250,066)	752,922	12,055,000
2020	160,000	7.420%	872,675	(250,066)	782,609	11,895,000
2021	190,000	7.420%	860,803	(246,169)	804,634	11,705,000
2022	220,000	7.420%	846,705	(241,541)	825,164	11,485,000
2023	255,000	7.420%	830,381	(236,181)	849,200	11,230,000
2024	290,000	7.420%	811,460	(245,170)	856,290	10,940,000
2025	330,000	7.420%	789,942	(237,638)	882,304	10,610,000
2026	370,000	7.420%	765,456	(229,068)	906,388	10,240,000
2027	415,000	7.420%	738,002	(219,459)	933,543	9,825,000
2028	460,000	7.420%	707,209	(208,682)	958,527	9,365,000
2029	510,000	7.420%	673,077	(196,736)	986,341	8,855,000
2030	565,000	7.520%	635,235	(183,491)	1,016,744	8,290,000
2031	620,000	7.520%	592,747	(168,620)	1,044,127	7,670,000
2032	680,000	7.520%	546,123	(152,302)	1,073,821	6,990,000
2033	745,000	7.520%	494,987	(134,404)	1,105,583	6,245,000
2034	815,000	7.520%	438,963	(114,796)	1,139,167	5,430,000
2035	860,000	6.729%	377,675	(93,345)	1,144,330	4,570,000
2036	945,000	6.838%	319,810	(81,344)	1,183,466	3,625,000
2037	1,035,000	6.924%	255,188	(66,675)	1,223,513	2,590,000
2038	1,120,000	7.002%	183,520	(49,340)	1,254,180	1,470,000
2039	1,470,000	7.149%	105,095	(29,337)	1,545,758	-
TOTAL	12,180,000	-	12,723,041	(3,634,430)	21,268,611	-

2019 BAB Subsidy reduction due to sequestration is 6.2% which results in a loss of revenue of \$16,595
 2020 thru 2023 subsidy reduction estimated at 6.2%

Debt Service Fund

Revenues

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
INTERGOVERNMENTAL REVENUES							
140-000-00-3317	Build America Bonds Subsidy	248,400	248,400	249,000	249,000	250,000	0%
		248,400	248,400	249,000	249,000	250,000	0%
INVESTMENT EARNINGS							
140-000-00-3610	Interest on deposits	2,803	6,149	2,400	2,400	1,450	-40%
140-000-00-3611	Interest on bond reserves	9,650	11,549	8,300	8,300	27,000	225%
140-000-00-3680	Miscellaneous revenues	-	-	-	-	-	N/A
		12,453	17,698	10,700	10,700	28,450	166%
TRANSFERS							
140-000-00-3918	Trsfr from Comm Cntr Fund	695,350	704,700	734,500	734,500	725,050	-1%
140-000-00-3919	Tsfr from Capital Projects	-	-	-	-	-	N/A
		695,350	704,700	734,500	734,500	725,050	-1%
TOTAL DEBT SERVICE REVENUES		956,203	970,798	994,200	994,200	1,003,500	1%

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
OTHER PURCHASED SERVICES							
140-470-91-4591	Escrow Agent Fees	500	500	500	500	500	0%
		500	500	500	500	500	0%
DEBT SERVICE PRINCIPAL							
140-470-91-4711	Bond Payment, Principal	60,000	75,000	100,000	100,000	125,000	25%
140-470-91-4712	Lease Payment, Principal	-	-	-	-	-	N/A
		60,000	75,000	100,000	100,000	125,000	25%
DEBT SERVICE INTEREST							
140-470-91-4721	Bond Payment, Interest	887,638	885,238	882,240	882,240	878,000	0%
140-470-91-4722	Lease Payment, Interest	-	-	-	-	-	N/A
		887,638	885,238	882,240	882,240	878,000	0%
TOTAL DEBT SERVICE EXPENSE		948,138	960,738	982,740	982,740	1,003,500	2%

Devils Canyon Center Fund

Devils Canyon Center Fund

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Devils Canyon Center Fund

SUMMARY

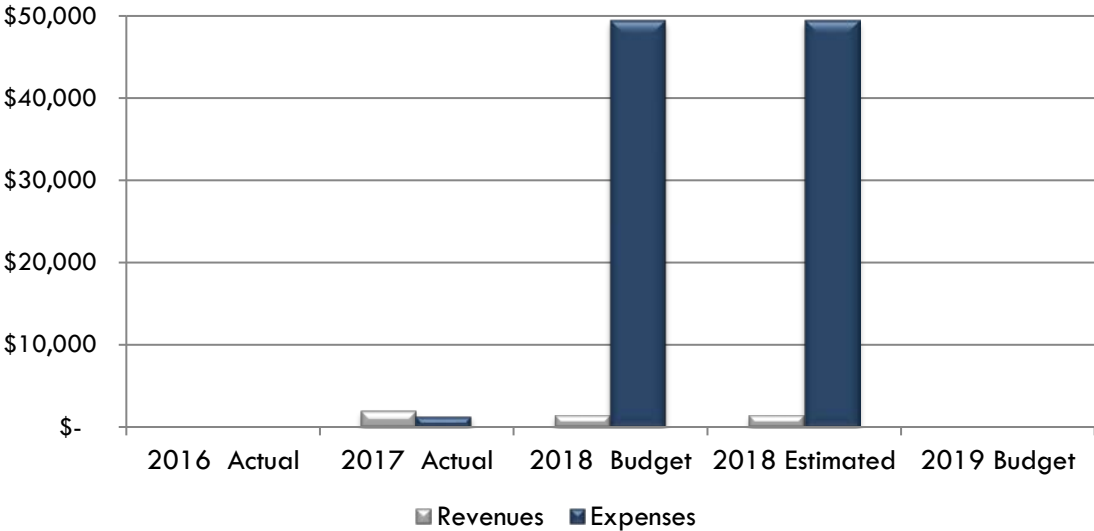
	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>Beginning Funds Available</u>	\$229,554	\$229,554	\$230,120	\$230,120	\$182,120	-21%
<u>Revenues</u>						
Miscellaneous	\$ -	\$ 1,952	\$ 1,450	\$ 1,450	\$ -	-100%
Total Revenues	\$ -	\$ 1,952	\$ 1,450	\$ 1,450	\$ -	-100%
<u>Expenses</u>						
Purchased Property Services	\$ -	\$ 1,386	\$ 1,450	\$ 1,450	\$ -	-100%
Other Purchased Services	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	N/A
Special Projects	-	-	-	-	-	N/A
Operating Expenses	\$ -	\$ 1,386	\$ 1,450	\$ 1,450	\$ -	-100%
Transfers to Other Funds	-	-	48,000	48,000	-	-100%
Total Expense	\$ -	\$ 1,386	\$ 49,450	\$ 49,450	\$ -	-100%
<u>Excess (Deficiency) of Revenues over Expenditures</u>	\$ -	\$ 566	\$ (48,000)	\$ (48,000)	\$ -	-100%
<u>Ending Funds Available</u>	\$229,554	\$230,120	\$182,120	\$182,120	\$182,120	0%
<u>Components of Funds Available</u>						
Unassigned	\$229,554	\$230,120	\$182,120	\$182,120	\$182,120	0%

Devils Canyon Center Fund

PURPOSE OF THE FUND

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

REVENUES AND EXPENSES



Revenues

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



Devils Canyon Center Fund

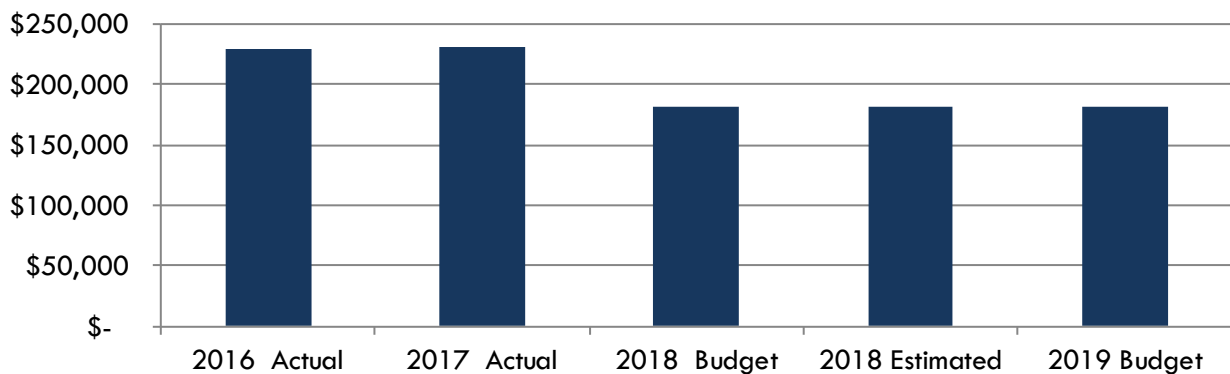
existing building; along with non-exclusive use of the parking lot.

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

Expenses

The lease requires that the Museum of Western Colorado provide insurance and building maintenance and improvements. Minimal expenses in the 2018 Budget include the Grand Valley Drainage Fee which is reimbursed to the City by the Museum. The City may contract with the Museum to provide maintenance of the parking lot and landscaping. However, the Museum will be charged for the costs for labor and associated supplies and equipment.

FUNDS AVAILABLE



The Devils Canyon Center Fund will have \$182,120 in available funds at the end of 2019. There is no change in funds available from the prior year. Available funds may be used to assist with economic development opportunities that may arise or other purposes of the City.

PERSONNEL

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

Devils Canyon Center Fund

2018 Accomplishments

- The Museum of Western Colorado presented the *Horns and Frills: Secrets of Dinosaur Combat and Courtship* exhibit.
- Dinosaur Journey rent offsets for the Museum of Western Colorado were used for building improvements, maintenance, property damage insurance, building expenses, exhibitions, and marketing and professional labor/staff. Building improvements included:
 - Auditorium renovation
 - Roof parapet
 - Repair to East half of the roof (scheduled for fall of 2018)
 - Repair to roof damage under swamp cooler

2019 Budget Highlights

There are no significant changes in the 2019 Budget from the prior year. The Grand Valley Drainage District fees have been eliminated. The City continues to support the efforts of the Museum in the operations of Dinosaur Journey to ensure that it remains a point of interest and education for residents and tourists.

Goals and Objectives

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

Devils Canyon Center Fund

Revenues

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
MISCELLANEOUS							
210-000-00-3610	Interest on deposits	-	566	-	-	-	N/A
210-000-00-3622	Lease Revenue	-	1,386	1,450	1,450	-	-100%
		-	1,952	1,450	1,450	-	-100%
TOTAL REVENUES		-	1,952	1,450	1,450	-	-100%

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PURCHASED PROPERTY SERVICES							
210-450-00-4440	Building Maintenance	-	-	-	-	-	N/A
210-450-00-4452	Drainage Fees	-	1,386	1,450	1,450	-	-100%
		-	1,386	1,450	1,450	-	-100%
OTHER PURCHASED SERVICES							
210-450-00-4520	Property Insurance	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
SUPPLIES							
210-450-00-4612	Supplies and Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
SPECIAL PROJECTS							
210-450-00-4842	Miscellaneous Contributions	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TRANSFERS TO OTHER FUNDS							
210-450-00-4930	Transfer to Capital Projects	-	-	48,000	48,000	-	-100%
		-	-	48,000	48,000	-	-100%
TOTAL EXPENSES		-	1,386	49,450	49,450	-	-100%

Irrigation Water Fund

Irrigation Water Fund

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Irrigation Water Fund

SUMMARY

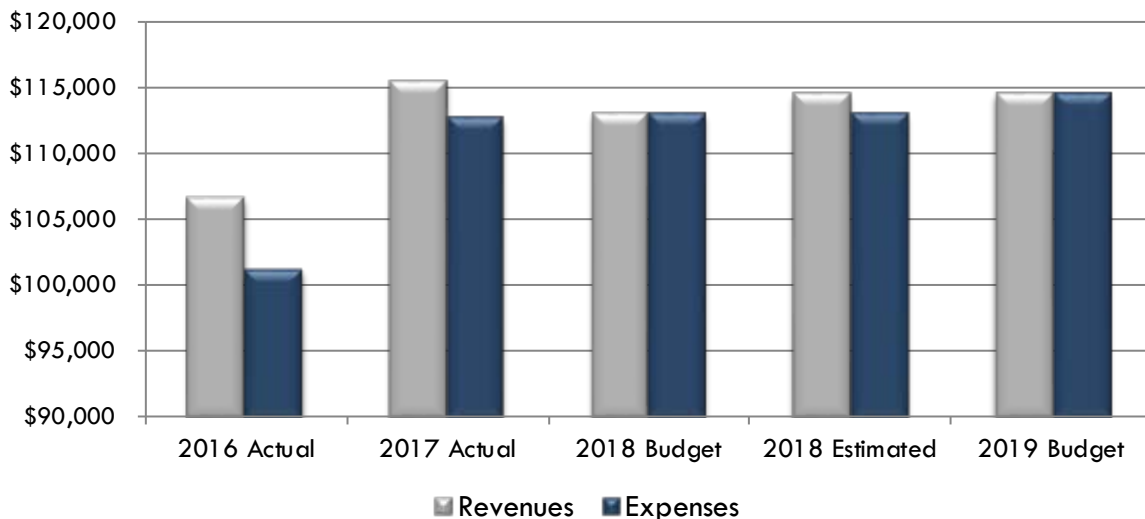
	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Beginning Funds Available	\$ 148,539	\$ 154,098	\$ 156,805	\$ 156,805	\$ 158,305	1%
Revenues						
Charges for Services	\$ 106,691	\$ 114,799	\$ 113,000	\$ 114,500	\$ 114,500	1%
Miscellaneous	-	76	-	-	-	N/A
Other Finance Sources	-	-	-	-	-	N/A
Total Revenue	\$ 106,691	\$ 114,875	\$ 113,000	\$ 114,500	\$ 114,500	1%
Expenses						
Personnel Services, Salaries	\$ 50,845	\$ 52,018	\$ 50,850	\$ 50,850	\$ 54,100	6%
Personnel Services, Benefits	17,571	21,960	22,625	22,625	24,150	7%
Purchased Property Services	1,500	2,275	3,300	3,300	3,300	0%
Other Purchased Services	5,121	8,097	8,000	8,000	8,000	0%
Supplies	13,934	12,108	15,450	15,450	14,950	-3%
Operating Expenses	\$ 88,971	\$ 96,458	\$ 100,225	\$ 100,225	\$ 104,500	4%
Capital Projects/Equipment	-	6,170	-	-	-	N/A
Contingency	-	-	2,775	2,775	-	-100%
Transfers to Other Funds	10,000	10,000	10,000	10,000	10,000	0%
Adjustments to budgetary basis	2,161	(460)	-	-	-	N/A
Total Expense	\$ 101,132	\$ 112,168	\$ 113,000	\$ 113,000	\$ 114,500	1%
Excess (Deficiency) of Revenues over Expenditures	\$ 5,559	\$ 2,707	\$ -	\$ 1,500	\$ -	N/A
Ending Funds Available	\$ 154,098	\$ 156,805	\$ 156,805	\$ 158,305	\$ 158,305	1%
Components of Funds Available						
Assigned for irrigation operations	\$ 154,098	\$ 156,805	\$ 156,805	\$ 158,305	\$ 158,305	1%
	\$ 154,098	\$ 156,805	\$ 156,805	\$ 158,305	\$ 158,305	1%

Irrigation Water Fund

PURPOSE OF THE FUND

The Irrigation Fund is an enterprise fund established for the purposes of providing irrigation water to the core area of the city and several outlying subdivisions and farmers as well. The fund was established in the 1980's as part of an effort to pipe open irrigation ditches in the core area of the City in order to mitigate and reduce damage to the City's streets resulting from the open irrigation ditches. The core area includes property located between Ottley and Hwy 6 and between Coulson and the Independent Ranchman's Ditch. The City also supplies irrigation water to the area above the Ranchman's Ditch to 18 Road, North to K Road and from Pine Street o Fremont Street (18 ½ Road) including all the farms between Ottley Avenue and J.6 Road. This line is referred to as the Encanto line. The Public Works Department is responsible for maintaining 17 miles of irrigation mains.

REVENUES AND EXPENSES



Revenues

The annual charge for maintenance of the underground piped irrigation distribution system for the core area of the City is \$130 annually. The City is responsible for maintenance of the irrigation lines serving the individual properties. The City also charges \$100 per year for irrigation distribution to the properties serviced by the Encanto line. The City maintains the Encanto main line and delivers irrigation water to a subdivision or user. The user is responsible for maintaining the irrigation lines from the point of delivery off of the Encanto line to their subdivision or property. Users of the system may rent a share of water from the City. This is a pass through cost and is currently established at \$25 per year.

Irrigation Water Fund

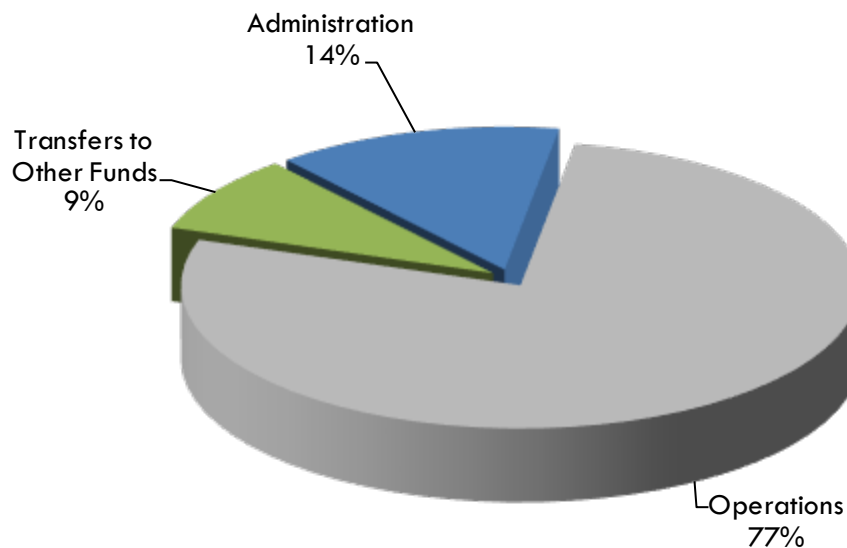
There are approximately 759 customers served through the City operated irrigation system. This includes 706 customers on the underground piped irrigation system in the core area of Fruita and 53 customers on the Encanto line, with 680 of these users also renting irrigation water for the system through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

Expenses

PROGRAM EXPENSES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Administration	\$ 4,951	\$ 6,279	\$ 15,100	\$ 15,100	\$ 15,675	4%
Operations	84,020	90,180	85,125	85,125	88,825	4%
Subtotal - Operating Expenses	\$ 88,971	\$ 96,459	\$ 100,225	\$ 100,225	\$ 104,500	4%
Capital	-	6,170	-	-	-	N/A
Contingency	-	-	2,775	2,775	-	-100%
Transfers to Other Funds	10,000	10,000	10,000	10,000	10,000	0%
Total Expense	\$ 98,971	\$ 112,629	\$ 113,000	\$ 113,000	\$ 114,500	1%

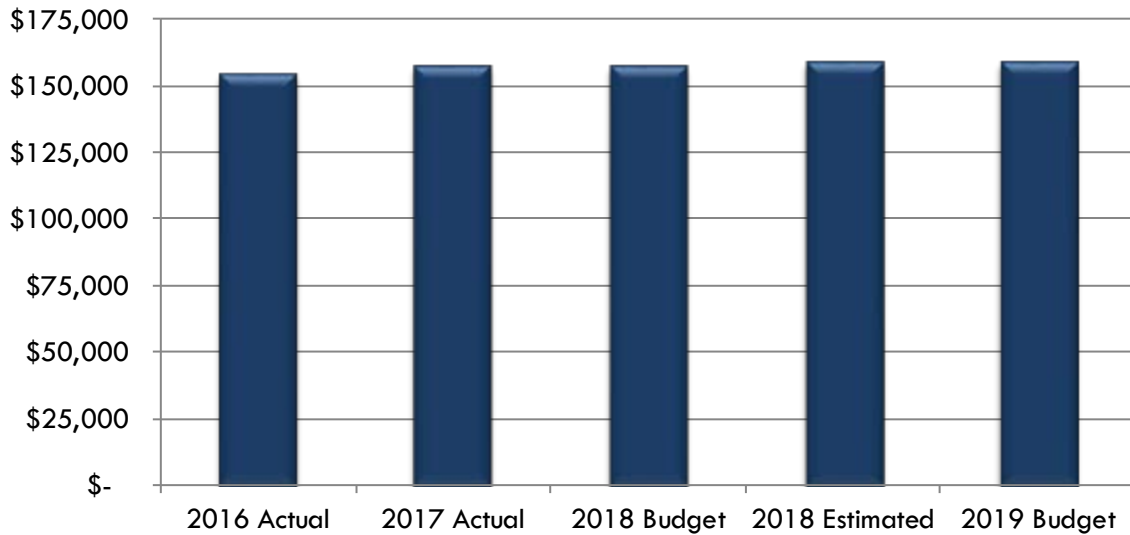
Expenses are budgeted to increase 1% in 2019. This increase is related to personnel costs.

Expenses - \$114,500



Irrigation Water Fund

FUNDS AVAILABLE



The 2019 Budget does not include the use of any of the estimated available funds of \$158,305.

PERSONNEL

The Irrigation Water Fund includes an allocation of several full time and part time employees. The following chart indicates the total manhours allocated for irrigation administration and operations.

Irrigation Fund - Staffing Chart (Manhours)				
Hours Summary	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<u>Administration</u>				
Full time employees	84	128	332	332
Part time employees	-	-	-	-
Overtime	-	-	-	-
<i>Total Administration Hours</i>	84	128	332	332
<u>Operations</u>				
Full time employees	1,686	1,902	1,680	1,680
Part time employees	386	356	520	520
Overtime	193	153	60	70
<i>Total Operations Hours</i>	2,265	2,411	2,260	2,270
Total Hours	2,349	2,539	2,592	2,602
Total FTE Equivalents	1.13	1.22	1.25	1.25

Irrigation Water Fund

Revenues

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>CHARGES FOR SERVICES</u>							
211-000-00-3441	Monthly Irrigation Charges	106,191	114,799	113,000	114,000	114,500	1%
211-000-00-3449	Plant Investment Fees	500	-	-	500	-	N/A
211-000-00-3489	Penalty and Interest Charges	-	-	-	-	-	N/A
		106,691	114,799	113,000	114,500	114,500	1%
<u>MISCELLANEOUS</u>							
211-000-00-3610	Interest on deposits	-	76	-	-	-	N/A
211-000-00-3611	Interest on assessments	-	-	-	-	-	N/A
211-000-00-3680	Miscellaneous Revenues	-	-	-	-	-	N/A
		-	76	-	-	-	N/A
<u>OTHER FINANCING SOURCES</u>							
211-000-00-3950	Sale of Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL REVENUES		106,691	114,875	113,000	114,500	114,500	1%

Irrigation Water Fund

Expense Summary

Expenses		2016	2017	2018	2018	2019	%
Account Description	Actual	Actual	Adopted	Estimated	Budget	Chg.	
<u>PERSONNEL SERVICES, SALARIES</u>							
4113 Salaries, Public Works	40,325	42,843	41,600	38,250	44,900	8%	
4120 Part Time	5,035	4,492	7,150	10,500	6,900	-3%	
4130 Overtime	5,485	4,683	2,100	2,100	2,300	10%	
	50,845	52,018	50,850	50,850	54,100	6%	
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210 Health Insurance	10,719	14,844	15,050	15,050	16,125	7%	
4220 FICA Payroll Expense	3,034	3,085	3,200	3,200	3,400	6%	
4221 Medicare Payroll Expense	710	722	800	800	825	3%	
4230 Retirement Contribution	1,806	1,928	2,050	2,050	2,150	5%	
4250 Unemployment Insurance	152	156	225	225	225	0%	
4260 Workers Compensation Insurance	1,150	1,225	1,300	1,300	1,425	10%	
	17,571	21,960	22,625	22,625	24,150	7%	
<u>PURCHASED PROPERTY SERVICES</u>							
4435 Fleet Maintenance Charges	1,500	2,275	3,300	3,300	3,300	0%	
	1,500	2,275	3,300	3,300	3,300	0%	
<u>OTHER PURCHASED SERVICES</u>							
4512 Irrigation Sys Repair & Mainte	5,121	8,097	8,000	8,000	8,000	0%	
	5,121	8,097	8,000	8,000	8,000	0%	
<u>SUPPLIES</u>							
4610 Office Supplies	117	300	300	300	300	0%	
4611 Postage	450	450	500	500	500	0%	
4612 Supplies and Equipment	2,304	683	2,525	2,525	2,425	-4%	
4613 Water Share Rentals	9,578	9,821	10,125	10,125	10,300	2%	
4620 Utilities	-	-	-	-	-	N/A	
4626 Gas and Oil	1,485	854	2,000	2,000	1,425	-29%	
	13,934	12,108	15,450	15,450	14,950	-3%	
<u>CAPITAL PROJECTS AND EQUIPMENT</u>							
4741 Water Shares	-	-	-	-	-	N/A	
4743 Equipment	-	6,170	-	-	-	N/A	
	-	6,170	-	-	-	N/A	
<u>CONTINGENCY</u>							
4850 Contingency	-	-	2,775	2,775	-	-100%	
	-	-	2,775	2,775	-	-100%	
<u>TRANSFERS TO OTHER FUNDS</u>							
4950 Transfer to General Fund	10,000	10,000	10,000	10,000	10,000	0%	
	10,000	10,000	10,000	10,000	10,000	0%	
TOTAL EXPENDITURES	98,971	112,628	113,000	113,000	114,500	1%	

Irrigation Water Fund Administration

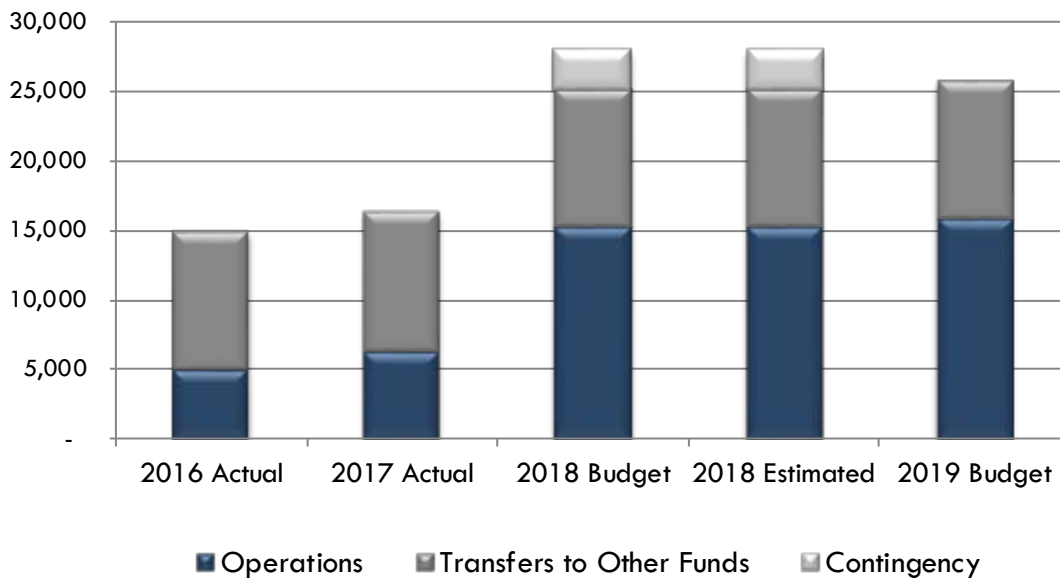
EXPENDITURES

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 3,299	\$ 4,124	\$ 10,500	\$ 10,500	\$ 10,900	4%
Personnel Services, Benefits	1,085	1,405	3,800	3,800	3,975	5%
Supplies	567	750	800	800	800	0%
Subtotal	\$ 4,951	\$ 6,279	\$ 15,100	\$ 15,100	\$ 15,675	4%
Contingency	-	-	2,775	2,775	-	-100%
Transfers to Other Funds	10,000	10,000	10,000	10,000	10,000	0%
Total Expense	\$ 14,951	\$ 16,279	\$ 27,875	\$ 27,875	\$ 25,675	-8%

PURPOSE OF PROGRAM

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

Budget History



Irrigation Water Fund Administration

2018 ACCOMPLISHMENTS

- This program performed accounting and billing for irrigation system customers.

2019 BUDGET HIGHLIGHTS

- There are no contingency funds in the 2019 Budget.

GOALS

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

OBJECTIVES

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

Irrigation Water Fund

Administration

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Change
PERSONNEL SERVICES, SALARIES							
211-431-10-4113	Salaries, Public Works	3,299	4,124	10,500	10,500	10,900	4%
211-431-10-4120	Part Time	-	-	-	-	-	N/A
211-431-10-4130	Overtime	-	-	-	-	-	N/A
		3,299	4,124	10,500	10,500	10,900	4%
PERSONNEL SERVICES, BENEFITS							
211-431-10-4210	Health Insurance	629	880	2,300	2,300	2,400	4%
211-431-10-4220	FICA Payroll Expense	188	245	650	650	700	8%
211-431-10-4221	Medicare Payroll Expense	44	57	200	200	200	0%
211-431-10-4230	Retirement Contribution	140	186	500	500	500	0%
211-431-10-4250	Unemployment Insurance	9	12	50	50	50	0%
211-431-10-4260	Workers Compensation Insurance	75	25	100	100	125	25%
		1,085	1,405	3,800	3,800	3,975	5%
SUPPLIES							
211-431-10-4610	Office Supplies	117	300	300	300	300	0%
211-431-10-4611	Postage	450	450	500	500	500	0%
		567	750	800	800	800	0%
CAPITAL							
211-431-10-4743	Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
CONTINGENCY							
211-431-10-4850	Contingency	-	-	2,775	2,775	-	-100%
		-	-	2,775	2,775	-	-100%
TRANSFERS TO OTHER FUNDS							
211-431-10-4950	Transfer to General Fund	10,000	10,000	10,000	10,000	10,000	0%
		10,000	10,000	10,000	10,000	10,000	0%
TOTAL EXPENDITURES		14,951	16,279	27,875	27,875	25,675	-8%

Irrigation Water Fund

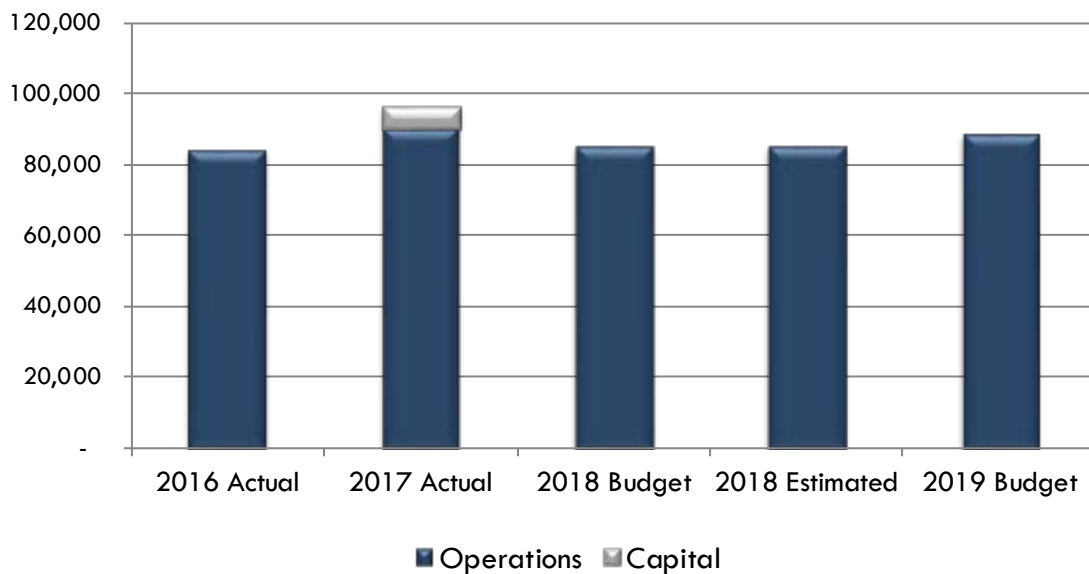
Operations

EXPENDITURES	2016	2017	2018	2018	2019	% Chg.
	Actual	Actual	Budget	Estimated	Budget	
Personnel Services, Salaries	\$ 47,546	\$ 47,894	\$ 40,350	\$ 40,350	\$ 43,200	7%
Personnel Services, Benefits	16,487	20,555	18,825	18,825	20,175	7%
Purchased Property Services	1,500	2,275	3,300	3,300	3,300	0%
Other Purchased Services	5,120	8,097	8,000	8,000	8,000	0%
Supplies	13,367	11,359	14,650	14,650	14,150	-3%
Subtotal	\$ 84,020	\$ 90,180	\$ 85,125	\$ 85,125	\$ 88,825	4%
Capital	-	6,170	-	-	-	N/A
Total Expense	\$ 84,020	\$ 96,350	\$ 85,125	\$ 85,125	\$ 88,825	4%

PURPOSE OF PROGRAM

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

Budget History



Irrigation Water Fund

Operations

2018 Accomplishments

In addition to normal maintenance and operation of the irrigation systems, staff also:

- Responded to 94 irrigation calls.
- Replaced 2 main line valves and 22 service valves, many of which were not planned.
- Repaired 2 main line breaks.
- Removed an abandoned 6-inch irrigation tap in Fremont Street near Bandon Estates.
- Installed one new irrigation tap.
- Piped final section of open ditch on the Encanto irrigation system as part of the utility replacement project in the alley between Aspen Avenue and Laura Avenue.

2019 Budget Highlights

- Implement work order system for operation of 2019 irrigation season.
- Fuel costs have been reduced for 2019 based on historical usage trends, which correlates with staff needing to respond to fewer irrigation call outs as the system is improved.

Goals and Objectives

- The irrigation program provides usable irrigation water to customers connected to the distribution system. This utility is a core service that provides an environmental sustainable alternative to using treated water for irrigation purposes. The goals of the program strive to maintain and improve the irrigation system, minimize operational costs, and conserve water.
- Evaluate and adjust the flush valves for correct operation.
- Evaluate condition of valves and replace as many known issues prior to irrigation season.

Irrigation Water Fund

Operations

Expenses		2016	2017	2018	2018	2019	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
211-431-53-4113	Salaries, Public Works	37,026	38,719	31,100	27,750	34,000	9%
211-431-53-4120	Part Time	5,035	4,492	7,150	10,500	6,900	-3%
211-431-53-4130	Overtime	5,485	4,683	2,100	2,100	2,300	10%
		47,546	47,894	40,350	40,350	43,200	7%
<u>PERSONNEL SERVICES, BENEFITS</u>							
211-431-53-4210	Health Insurance	10,090	13,964	12,750	12,750	13,725	8%
211-431-53-4220	FICA Payroll Expense	2,847	2,840	2,550	2,550	2,700	6%
211-431-53-4221	Medicare Payroll Expense	666	665	600	600	625	4%
211-431-53-4230	Retirement Contribution	1,666	1,742	1,550	1,550	1,650	6%
211-431-53-4250	Unemployment Insurance	143	144	175	175	175	0%
211-431-53-4260	Workers Compensation Insurance	1,075	1,200	1,200	1,200	1,300	8%
		16,487	20,555	18,825	18,825	20,175	7%
<u>PURCHASED PROPERTY SERVICES</u>							
211-431-53-4435	Fleet Maintenance Charges	1,500	2,275	3,300	3,300	3,300	0%
		1,500	2,275	3,300	3,300	3,300	0%
<u>OTHER PURCHASED SERVICES</u>							
211-431-53-4512	Irrigation Sys Repair & Mainte	5,120	8,097	8,000	8,000	8,000	0%
		5,120	8,097	8,000	8,000	8,000	0%
<u>SUPPLIES</u>							
211-431-53-4610	Office Supplies	-	-	-	-	-	N/A
211-431-53-4612	Supplies and Equipment	2,304	683	2,525	2,525	2,425	-4%
211-431-53-4613	Water Share Rentals	9,578	9,821	10,125	10,125	10,300	2%
211-431-53-4620	Utilities	-	-	-	-	-	N/A
211-431-53-4626	Gas and Oil	1,485	855	2,000	2,000	1,425	-29%
		13,367	11,359	14,650	14,650	14,150	-3%
<u>CAPITAL</u>							
211-431-53-4741	Water Shares	-	-	-	-	-	N/A
211-431-53-4743	Equipment	-	6,170	-	-	-	N/A
		-	6,170	-	-	-	N/A
TOTAL EXPENDITURES		84,020	96,350	85,125	85,125	88,825	4%

Sewer Fund

Sewer Fund

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Sewer Fund

SUMMARY

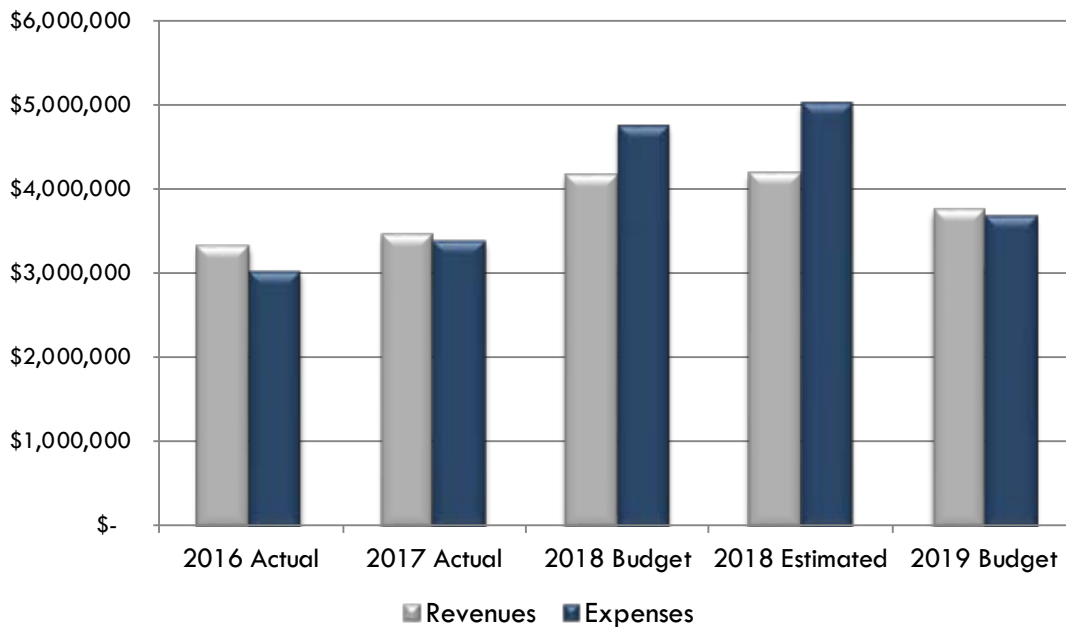
	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Beginning Funds Available	\$4,565,105	\$4,859,477	\$4,938,080	\$4,938,080	\$4,103,930	-17%
Revenues						
Intergovernmental Revenues	\$ -	\$ -	\$ 400,000	\$ 325,000	\$ -	-100%
Charges for Services	3,299,668	3,399,150	3,726,500	3,785,000	3,685,000	-1%
Miscellaneous	19,562	36,753	25,100	61,300	60,100	139%
Other Financing Sources	200	13,143	-	6,550	-	N/A
Total Revenue	\$3,319,430	\$3,449,046	\$4,151,600	\$4,177,850	\$3,745,100	-10%
Expenses by type						
Personnel Services, Salaries	\$ 421,367	\$ 462,056	\$ 528,500	\$ 528,500	\$ 569,550	8%
Personnel Services, Benefits	179,992	187,904	219,850	219,850	260,250	18%
Purchased Professional Svcs	50,324	41,842	52,500	50,000	52,500	0%
Property Property Services	78,904	71,120	53,350	53,350	58,350	9%
Other Purchased Services	119,833	155,927	146,150	146,750	153,450	5%
Supplies	319,866	312,505	347,050	338,800	355,300	2%
Contingency	-	-	-	-	-	N/A
Operating Transfers	160,000	160,000	160,000	160,000	160,000	0%
Operating Expenses	\$1,330,286	\$1,391,354	\$1,507,400	\$1,497,250	\$1,609,400	7%
Debt Service, Principal	630,000	680,000	730,000	730,000	780,000	7%
Debt Service, Interest	554,974	535,727	524,225	524,225	503,550	-4%
Capital Transfers	9,304	-	-	-	-	N/A
Capital	500,494	763,362	1,953,000	2,230,525	773,350	-60%
Special Projects	-	-	30,000	30,000	-	-100%
Total Expense	\$3,025,058	\$3,370,443	\$4,744,625	\$5,012,000	\$3,666,300	-23%
Excess (Deficiency) of Revenues over Expenditures	\$ 294,372	\$ 78,603	\$ (593,025)	\$ (834,150)	\$ 78,800	-113%
Ending Funds Available	\$ 4,859,477	\$ 4,938,080	\$ 4,345,055	\$ 4,103,930	\$ 4,182,730	-4%
Components of Funds Available						
Restricted for loan covenants	\$ 842,552	\$ 870,214	\$ 899,444	\$ 896,906	\$ 937,163	4%
Assigned-Capital project	350,000	-	-	-	-	N/A
Assigned-WWTF equip	1,135,775	1,210,775	1,075,775	973,775	903,775	-16%
Assigned-Vehicle replacement	83,386	158,677	158,677	158,677	233,677	47%
Assigned-Sewer operations	2,447,764	2,698,414	2,211,159	2,074,572	2,108,115	-5%
	\$4,859,477	\$4,938,080	\$4,345,055	\$4,103,930	\$4,182,730	-4%

Sewer Fund

PURPOSE OF THE FUND

The Sewer Fund is an enterprise fund established for the purposes of providing wastewater collection and treatment in the City of Fruita. Sewer Fund programs include operations for collection and treatment of wastewater, administration, debt service, capital equipment and capital projects for sewer system improvements. The main source of revenue is from charges for service.

REVENUES AND EXPENSES



Revenues

Sewer Fund revenues are budgeted at \$3.7 million in 2019 and include monthly charges for sewer service and plant investment fees. This reflects a 10% decrease from 2018 budgeted revenues of \$4.2 million. Changes in revenues include:

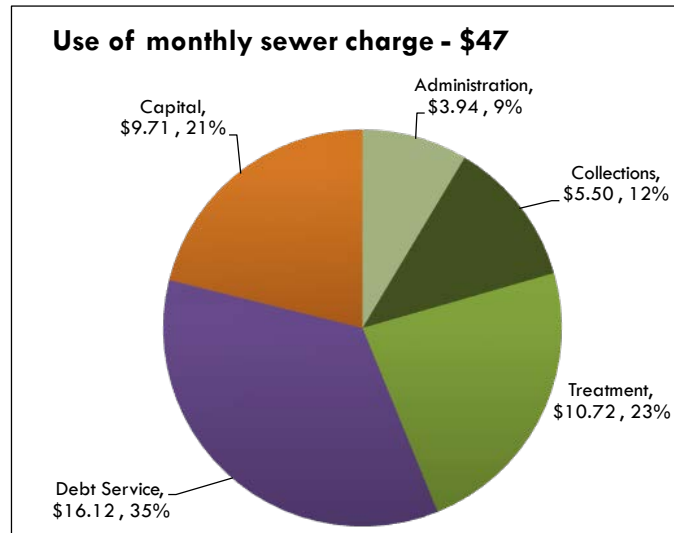
- Reductions in grant revenues and developer contributions of \$600,000. The 2018 Budget included these one-time revenues for the extension of the SH 6 interceptor sewer line.
- Plant investment fees are budgeted to increase \$33,000 (11%) which includes a 3% increase from \$6,600 to \$6,800 for a single family tap and is based on the assumption that approximately 50 new residential building permits will be issued in 2019.
- Increase in monthly charges of \$125,500 (3%) based on a 1% increase in number of customers and a 2% rate increase. This will increase the monthly charge \$1 per month from \$46.00 to \$47.00 per month for residential property, the senior citizen rate (based on age and income eligibility) from \$18.50 to \$18.90 and the commercial base rate will increase

Sewer Fund

from \$53.00 to \$54.05 per month and the rates per 1,000 gallons in excess of 5,000 to 105,000 gallons from 6.90 to \$7.05 and the rate per 1,000 gallons in excess of 105,000 gallons from \$4.25 to \$4.35.

The City currently bills 4,871 properties for sewer service which reflects a 1.5% increase in the number of customers from the prior year. The plant investment fee will increase 3% from \$6,600 to \$6,800 in 2019 for structures with a 1" or smaller water tap. Fees for water taps larger than 1" are established in the Annual Fees and Charges Resolution.

The monthly charge for sewer service is used to fund operations (46%) including maintenance of collections lines, treatment of wastewater, and administration. It also funds debt service payments on the new wastewater treatment plant and capital improvements and equipment (54%). A sewer rate study was completed in late 2018 and will continue to be analyzed to determine if the billing structure should be revised and to review rate requirements for the future.



Expenses

Expenses by Program

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Expenses						
Administration	\$ 117,518	\$ 101,476	\$ 143,700	\$ 144,500	\$ 154,000	7%
Collections	335,002	388,598	370,800	380,950	441,475	19%
Treatment	717,766	741,280	832,900	811,800	853,925	3%
Contingency	-	-	-	-	-	N/A
Operating Transfers	160,000	160,000	160,000	160,000	160,000	0%
Operating Expenses	1,330,286	1,391,354	1,507,400	1,497,250	1,609,400	7%
Debt Service, Principal	630,000	680,000	730,000	730,000	780,000	7%
Debt Service, Interest	554,974	535,727	524,225	524,225	503,550	-4%
Special Projects	-	-	30,000	30,000	-	-100%
Capital Projects	88,880	712,503	1,743,000	1,908,525	607,000	-65%
Capital Equipment	411,614	50,859	210,000	322,000	166,350	-21%
Capital Transfers	9,304	-	-	-	-	N/A
Total Expense	\$ 3,025,058	\$ 3,370,443	\$ 4,744,625	\$ 5,012,000	\$ 3,666,300	-23%

Sewer Fund expenses of \$3.7 million are budgeted to decrease 23% from 2018 budgeted expenses. This change is due to the following factors:

Sewer Fund

- Capital projects and equipment of \$773,350 million are budgeted to decrease \$1.2 million (60%). The 2018 Budget included significant capital projects and equipment. The following table is a summary of capital projects and equipment included in the Sewer Fund budget.

CAPITAL EXPENSES		Program	Amount
Capital Equipment			
Trench excavation box	Collections		\$ 11,000
Confined space entry equipment	Collections		7,000
Computer equipment	Collections		3,350
DO Probe Controllers	Treatment		60,000
Spectrometer (postponed from 2018)	Treatment		10,000
Drum Screen Basket	Treatment		60,000
Hotsy Pressure Washer	Treatment		15,000
Capital Equipment Total			166,350
Capital Projects			
Aeration System Improvements Design	Treatment		30,000
SH 340 Lift Station Upgrades	Collections		90,000
Maple Street Sewer Line Replacement	Collections		287,000
H2S Gas Mitigation in sewer lines	Collections		200,000
Total Capital Projects			607,000
Grand Total			\$773,350

- Debt services payments of \$1.28 million include a loan issued in 2010 from the Colorado Water and Power Development Authority for the new wastewater treatment facility. Debt service payments are budgeted to increase 2% in 2019. This escalation in debt service payments continues on an annual basis and results in an increase of approximately \$30,000 to \$40,000 annually.
- Operational expenses of \$1.6 million include administration, wastewater collection and treatment. Operational costs also include transfers to the General Fund for general and financial administration and costs for billing for services. Operational costs are budgeted to increase 7% in 2019. This change is attributed to increases in personnel costs.

FUNDS AVAILABLE

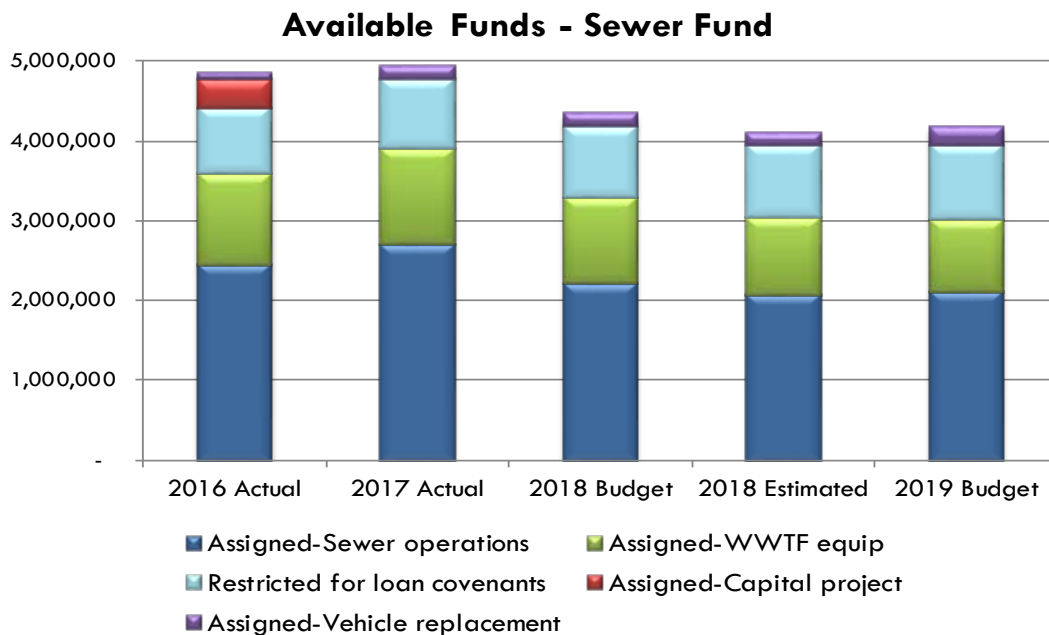
A 4% decrease is projected in available funds for the Sewer Fund in 2019 from the 2018 Budget. Available funds of \$4.2 million include amounts:

- restricted for debt payments and operations as required by loan covenants (\$937,163)
- assigned for vehicle and wastewater treatment equipment replacement (\$1.1 million), and
- amounts not designated for any specific purpose other than for operations of the Sewer Fund (\$2.1 million).

Sewer Fund

Changes in Available Funds

- *Assigned for sewer operations - \$2.1 million.* This amount represents funds available for purposes of sewer operations and is budgeted to increase \$33,543 from 2018 estimated ending balances.
- *Restricted for loan covenants – 937,163.* Loan covenants require a reserve of at least 25% (90 days) of operational expenses, excluding depreciation, and a pro-rata share of the next principal and interest payments on the loan. This reserve is projected to increase by \$40,257 in 2019.
- *Assigned for wastewater treatment facility equipment replacement - \$903,775.* This amount is budgeted to decrease \$70,000 in 2019. This reflects the annual addition of \$75,000 less \$145,000 in capital equipment for the wastewater treatment facility included in the 2019 Budget.
- *Assigned for vehicle/equipment replacement - \$233,677.* The 2019 Budget includes the addition of \$75,000 to this reserve.



Personnel

Significant changes for 2019 in personnel for the Sewer Fund include the following:

- 5% increase in salaries
- 10% increase in health insurance costs are included in this amount
- Conversion of a part time position to a full time position in collections
- Adjustments to positions for certifications received

Sewer Fund

SEWER FUND STAFFING CHART				
Hours Summary	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<u>Administration</u>				
Full time employees	1,432	2,255	2,881	2,881
Part time employees	-	-	-	-
Overtime	-	-	-	-
<i>Total Administration Hours</i>	<u>1,432</u>	<u>2,255</u>	<u>2,881</u>	<u>2,881</u>
<u>Collections</u>				
Full time employees	6,604	7,499	7,630	9,710
Part time employees	533	776	1,040	-
Overtime	186	153	220	230
<i>Total Collections Hours</i>	<u>7,323</u>	<u>8,428</u>	<u>8,890</u>	<u>9,940</u>
<u>Treatment</u>				
Full time employees	8,518	9,435	10,875	10,875
Part time employees	200	24	100	-
Overtime	238	246	250	245
<i>Total Treatment Hours</i>	<u>8,956</u>	<u>9,705</u>	<u>11,225</u>	<u>11,120</u>
Total Hours	<u>17,711</u>	<u>20,388</u>	<u>22,996</u>	<u>23,941</u>
Total FTE Equivalents	8.51	9.80	11.06	11.51

Sewer Fund

Revenues

Revenues		2016	2017	2018	2018	2019	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
INTERGOVERNMENTAL REVENUES							
212-000-00-3342	Energy Impact Grant	-	-	400,000	325,000	-	-100%
		-	-	400,000	325,000	-	-100%
CHARGES FOR SERVICES							
212-000-00-3441	Sewer Charges - Res	2,461,707	2,618,005	2,749,500	2,800,000	2,890,000	5%
212-000-00-3442	Sewer Charges - Comm	435,403	451,866	480,000	450,000	465,000	-3%
212-000-00-3444	Sewer Charges - Misc.	679	-	-	-	-	
212-000-00-3447	Kingsview Tap Surcharge	-	-	-	-	-	N/A
212-000-00-3449	Plant Investment Fees	401,879	329,279	297,000	535,000	330,000	11%
212-000-00-3484	Developer Contribution	-	-	200,000	-	-	-100%
		3,299,668	3,399,150	3,726,500	3,785,000	3,685,000	-1%
MISCELLANEOUS							
212-000-00-3610	Interest on deposits	19,476	36,609	25,000	60,000	60,000	140%
212-000-00-3611	Interest on assessments	-	-	-	-	-	N/A
212-000-00-3612	Interest on notes rec.	86	-	-	-	-	N/A
212-000-00-3680	Miscellaneous	-	144	100	1,300	100	0%
		19,562	36,753	25,100	61,300	60,100	139%
OTHER FINANCING SOURCES							
212-000-00-3950	Sale of Equipment	200	13,143	-	6,550	-	N/A
		200	13,143	-	6,550	-	N/A
TOTAL REVENUES		3,319,430	3,449,046	4,151,600	4,177,850	3,745,100	-10%

Sewer Fund

Summary

Expenses

Account Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>						
4113 Salaries, Public Works	398,108	439,719	500,200	500,200	554,350	11%
4120 Part Time	10,069	10,292	13,900	13,900	-	-100%
4130 Overtime	13,190	12,047	14,400	14,400	15,200	6%
	421,367	462,058	528,500	528,500	569,550	8%
<u>PERSONNEL SERVICES, BENEFITS</u>						
4210 Health Insurance	118,906	121,542	141,900	141,900	174,925	23%
4220 FICA Payroll Expense	25,665	27,969	32,850	32,850	35,375	8%
4221 Medicare Payroll Expense	6,002	6,541	7,700	7,700	8,300	8%
4230 Retirement Contribution	18,031	19,614	23,250	23,250	25,700	11%
4250 Unemployment Insurance	1,267	1,388	2,200	2,200	2,325	6%
4260 Workers Compensation Ins	10,121	10,850	11,950	11,950	13,625	14%
	179,992	187,904	219,850	219,850	260,250	18%
<u>PURCHASED PROFESSIONAL SERVICES</u>						
4310 Professional Development	3,829	4,596	12,500	12,500	12,500	0%
4335 Engineering	31,339	19,917	20,000	20,000	20,000	0%
4342 Lab Work	15,156	17,329	20,000	17,500	20,000	0%
	50,324	41,842	52,500	50,000	52,500	0%
<u>PURCHASED PROPERTY SERVICES</u>						
4430 Service Contracts	17,879	10,988	15,000	15,000	15,000	0%
4435 Fleet Maintenance Charges	61,025	57,975	23,200	23,200	26,700	15%
4438 IT Services	-	-	12,950	12,950	16,650	29%
4452 Drainage Fees	-	2,157	2,200	2,200	-	-100%
	78,904	71,120	53,350	53,350	58,350	9%
<u>OTHER PURCHASED SERVICES</u>						
4511 Sewer Permit	6,330	6,422	7,000	7,600	8,000	14%
4512 Sewer Sys. Repair & Maint.	67,418	103,148	71,000	56,500	68,500	-4%
4513 Lift Station Repair & Maint.	-	-	20,000	34,500	35,000	75%
4520 Property Insurance	42,500	42,305	42,500	42,500	36,500	-14%
4523 Insurance Deductible	-	-	-	-	-	N/A
4530 Telephone	3,585	4,052	5,650	5,650	5,450	-4%
4592 Recording Fees	-	-	-	-	-	N/A
	119,833	155,927	146,150	146,750	153,450	5%
<u>SUPPLIES</u>						
4610 Office Supplies	3,999	3,319	5,000	5,000	5,000	0%
4611 Postage	550	450	600	600	600	0%
4612 Supplies and Equipment	49,610	36,416	40,000	40,000	41,000	2%
4616 Chemicals	31,386	28,288	37,500	32,000	36,000	-4%
4620 Utilities	222,082	231,151	245,750	243,000	254,000	3%
4626 Fuel	8,344	8,178	12,000	12,000	12,200	2%
4661 Uniforms	2,823	3,085	3,100	3,100	3,400	10%
4662 Safety Equipment	1,072	1,618	3,100	3,100	3,100	0%
	319,866	312,505	347,050	338,800	355,300	2%

Sewer Fund

Summary

Expenses

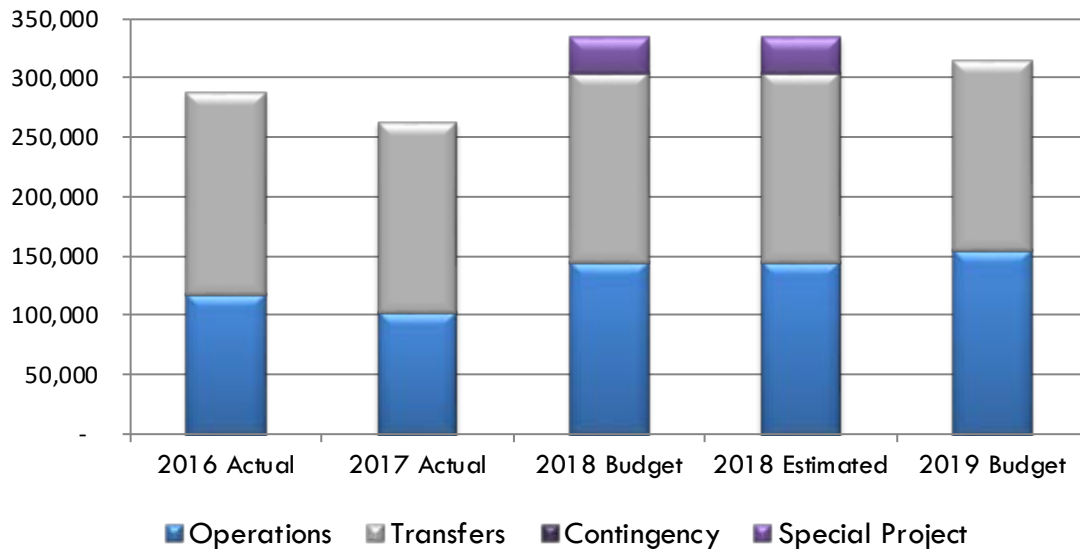
Account Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
DEBT SERVICE PRINCIPAL						
4713 Note Payment, Principal	-	-	-	-	-	N/A
4714 Loan Payment, Principal	630,000	680,000	730,000	730,000	780,000	7%
	630,000	680,000	730,000	730,000	780,000	7%
DEBT SERVICE INTEREST						
4723 Note Payment, Interest	-	-	-	-	-	N/A
4724 Loan Payment, Interest	554,974	535,727	524,225	524,225	503,550	-4%
	554,974	535,727	524,225	524,225	503,550	-4%
CAPITAL						
4740 Capital Projects	88,880	712,503	1,743,000	1,908,525	607,000	-65%
4742 Mobile Equipment	411,614	29,709	-	85,000	-	N/A
4743 Furniture and Equipment	-	-	210,000	237,000	163,000	-22%
4744 Computer Equipment	-	21,150	-	-	3,350	N/A
	500,494	763,362	1,953,000	2,230,525	773,350	-60%
SPECIAL PROJECTS						
4824 WWTF Needs & Rate Study	-	-	30,000	30,000	-	-100%
	-	-	30,000	30,000	-	-100%
CONTINGENCY						
4850 Contingency	-	-	-	-	-	N/A
	-	-	-	-	-	N/A
TRANSFERS						
4930 Transfer to Capital Projects	9,304	-	-	-	-	N/A
4950 Transfer to General Fund	160,000	160,000	160,000	160,000	160,000	0%
	169,304	160,000	160,000	160,000	160,000	0%
TOTAL EXPENDITURES	3,025,058	3,370,445	4,744,625	5,012,000	3,666,300	-23%

Sewer Fund Administration

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 73,163	\$ 68,002	\$ 89,100	\$ 89,100	\$ 92,700	4%
Personnel Services, Benefits	35,501	24,027	32,400	33,200	35,100	8%
Purchased Professional Services	63	177	500	500	500	0%
Purchased Property Services	6,746	6,693	18,950	18,950	22,650	20%
Other Purchased Services	-	150	150	150	450	200%
Supplies	2,045	2,427	2,600	2,600	2,600	0%
Subtotal	\$ 117,518	\$ 101,476	\$ 143,700	\$ 144,500	\$ 154,000	7%
Contingency	-	-	-	-	-	N/A
Special Project	-	-	30,000	30,000	-	-100%
Transfers	169,304	160,000	160,000	160,000	160,000	0%
Total Expense	\$ 286,822	\$ 261,476	\$ 333,700	\$ 334,500	\$ 314,000	-6%

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

Budget History



Sewer Fund Administration

2018 Accomplishments

- Completed a rate study evaluating the costs for services necessary for the wastewater utility to address projected operational and capital needs.
- Hired a consultant to perform an assessment of hydrogen sulfide (H₂S) issues within the collection system and perform much of the data collection for the evaluation. The findings of the study showed dangerous levels of H₂S gases in the portion of the collection system west of 15 ½ Road which has resulted in extensive deterioration of approximately 16 sewer manholes.

2019 Budget Highlights

- The Wastewater Administration operations are projected to remain relatively flat for most activities in 2019. The only budget changes include increases for personnel and increases for IT and telephone services.

Goals and Objectives

- Evaluation and planning for wastewater line replacements and upgrades throughout the year in order to eliminate sanitary sewer overflows (SSOs) during the year.
- Maintain the wastewater treatment facility within the Colorado Discharge Permit System limitations.
- Develop a H₂S Mitigation Plan to reduce possible exposure to harmful gases and to reduce premature deterioration of the wastewater system.

Sewer Fund

Administration

Expenses

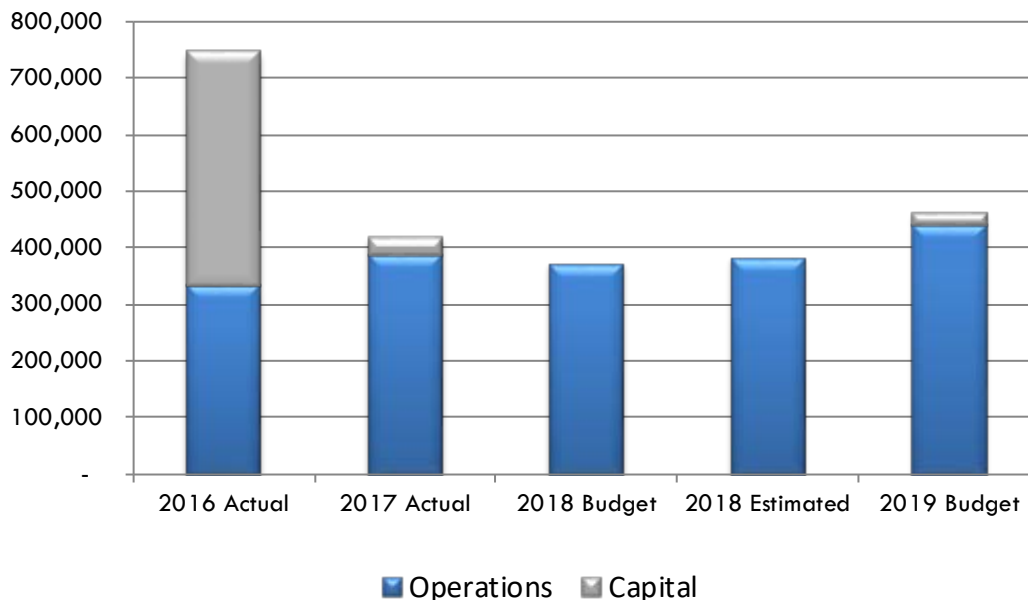
Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
212-433-10-4113	Salaries, Administration	73,163	68,002	89,100	89,100	92,700	4%
212-433-10-4120	Part time	-	-	-	-	-	N/A
212-433-10-4130	Overtime	-	-	-	-	-	N/A
		73,163	68,002	89,100	89,100	92,700	4%
PERSONNEL SERVICES, BENEFITS							
212-433-10-4210	Health Insurance	25,277	15,511	20,600	20,600	22,800	11%
212-433-10-4220	FICA Payroll Expense	4,459	4,050	5,550	5,550	5,800	5%
212-433-10-4221	Medicare Payroll Expense	1,043	947	1,300	1,300	1,350	4%
212-433-10-4230	Retirement Contribution	3,506	3,065	4,050	4,050	4,200	4%
212-433-10-4250	Unemployment Insurance	220	204	400	400	400	0%
212-433-10-4260	Workers Compensation Ins	996	250	500	1,300	550	10%
		35,501	24,027	32,400	33,200	35,100	8%
PURCHASED PROFESSIONAL SERVICES							
212-433-10-4310	Professional Development	63	177	500	500	500	0%
		63	177	500	500	500	0%
PURCHASED PROPERTY SERVICES							
212-433-10-4430	Service Contracts	5,096	2,743	6,000	6,000	6,000	0%
212-433-10-4435	Fleet Maintenance Charges	1,650	3,950	-	-	-	N/A
212-433-10-4438	IT Services	-	-	12,950	12,950	16,650	29%
		6,746	6,693	18,950	18,950	22,650	20%
OTHER PURCHASED SERVICES							
212-433-10-4523	Insurance Deductible	-	-	-	-	-	N/A
212-433-10-4530	Telephone	-	150	150	150	450	200%
		-	150	150	150	450	200%
SUPPLIES							
212-433-10-4610	Office Supplies	1,495	1,932	1,500	1,500	1,500	0%
212-433-10-4611	Postage	550	450	600	600	600	0%
212-433-10-4626	Fuel	-	45	500	500	500	0%
		2,045	2,427	2,600	2,600	2,600	0%
SPECIAL PROJECTS							
212-433-10-4827	WWTF Plan/Rates	-	-	30,000	30,000	-	-100%
		-	-	30,000	30,000	-	-100%
CONTINGENCY							
212-433-10-4850	Contingency	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TRANSFERS							
212-433-10-4930	Transfer to Capital Projects	9,304	-	-	-	-	N/A
212-433-10-4950	Transfer to General Fund	160,000	160,000	160,000	160,000	160,000	0%
		169,304	160,000	160,000	160,000	160,000	0%
TOTAL EXPENDITURES		286,822	261,476	333,700	334,500	314,000	-6%

Sewer Fund Collections

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 139,680	\$ 167,324	\$ 175,500	\$ 175,500	\$ 197,050	12%
Personnel Services, Benefits	69,430	76,501	82,650	82,050	110,025	33%
Purchased Professional Services	2,685	3,739	6,000	6,000	6,000	0%
Purchased Property Services	55,425	50,075	23,200	23,200	26,700	15%
Other Purchased Services	19,805	50,364	45,000	45,000	55,000	22%
Supplies	47,977	40,595	38,450	49,200	46,700	21%
Operating Expenses	335,002	388,598	370,800	380,950	441,475	19%
Capital	411,614	29,709	-	-	21,350	N/A
Total Expense	\$ 746,616	\$ 418,307	\$ 370,800	\$ 380,950	\$ 462,825	25%

The operation of the wastewater collection system includes routine maintenance and repairs to approximately 75 miles of wastewater collection lines. Operations include routine flushing and jetting of the collection lines on a bi-annual basis, repairs to collection lines and record electrical costs for ten lift stations that are part of the program. In addition, the collection system is camera inspected to detect possible trouble areas before they become an emergency. Numerous trouble areas are identified annually and repairs made to manholes and lines that are defective.

Budget History



Sewer Fund Collections

2018 Accomplishments

- The collection system experienced its first Sanitary Sewer Overflow in over 7 years with the failure of the I-70 lift station, which required additional resources to evaluate and implement future lift station failure prevention.
- Hired a consultant to perform an assessment of hydrogen sulfide (H₂S) issues within the collection system and perform much of the data collection for the evaluation. The findings of the study showed dangerous levels of H₂S gases in the portion of the collection system west of 15 ½ Road which has resulted in extensive deterioration of approximately 16 sewer manholes.
- Jetted and vacuumed all lift stations each quarter, cleaned key storm drain drop boxes.
- Jetted and vacuumed out outhouses on Pinion Mesa for the National Forest Service.
- The operations staff has cleaned one half of the collection system this year.
- Potholed numerous locations to locate utilities for developing capital projects.
- CCTV inspections of new development projects.
- Continued to update and maintain GIS utility mapping for the collections system.

2019 Budget Highlights

The collections budget overall includes an 18% increase for operational and maintenance expenses (excluding capital expenses).

- Sewer collections includes the conversion of a part time employee to a full time employee. This position will provide sewer line maintenance and will also provide continuity and allow for succession planning as existing staff with years of experience near retirement age.
- The largest change in the collections budget includes an increase of \$15,000 in lift station maintenance to address the increasing amount of on-going maintenance required for these critical facilities. There are also funds in the capital projects budget to upgrade the electrical service and replace the controls at the Highway 340 lift station.
- The cost of utilities for lift station operations has increased with the growth of the City. The utility costs to operate the lift stations is projected exceed the 2018 budget and has been increased accordingly for 2019.
- The 2019 Budget includes purchasing equipment for safe maintenance operations, including the purchase of a trench excavation box (\$11,000) and the replacement of confined space entry equipment (\$7,000).

Sewer Fund Collections

Goals

Maintaining the wastewater collection system is a core service of the City that provides critical infrastructure to support the health and Quality of Place for the community. This is accomplished by:

- Providing comprehensive and documented cleaning of the collection system to prevent sanitary sewer overflows (SSO).
- Providing information on deteriorating collection lines through comprehensive camera inspections.
- Evaluating and resolving ongoing issues with the controls and operation of the I-70 Lift Station.
- Preparing budgets for staffing and planning for succession and maintaining a high level of recruitment.
- Providing corrective measures for H₂S within the collections system causing deteriorating manholes and eliminating hazardous conditions for employees and staff.
- Updating and maintaining inventory records across all aspects of the collections system.
- Continuing to partner with the Engineering and other departments for efficient infrastructure investments.

Objectives

- Inspect new subdivision collection systems prior to accepting the lines by the City.
- Maintain 5-year master plan for collection line repair and replacement.
- Evaluate technology alternatives for monitoring lift station operations.
- Evaluate and reduce maintenance and repair cost for the I-70 Lift Station.
- Review and operational cost for maintaining and repair existing collections system.
- Recruit and maintain a high level of staffing and prepare for succession planning.
- Create a controlled and safe manner to dispose of solids from cleaning the collection system with updating to the current offloading site for the Vector truck at the WWRF.
- Reduction or elimination of dangerous gases within the collections system or manhole replacement/repair.
- Obtain spare parts and emergency inventory on hand for the collections system.
- Routine cleaning and camera inspections will continue in 2019 to reduce likelihood of more costly repairs and backups. Sewer lines are scheduled on a 3-year interval for cleaning & camera inspections if no issues are reported.

Sewer Fund Collections

- Repair and cost reduction of maintenance and treatment of inflow and infiltration problem areas outline by the scoring system and CCTV inspection program.
- Installation of access points and manholes to areas that are unable to provide maintenance with priority areas.
- Continuation of developing alternatives to cleaning and maintain lift station wet wells.
- Implement a charge-based services for sewer cleaning and CCTV inspections for future utility bores and new development.

Sewer Fund

Collections

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
212-433-53-4113	Salaries, Public Works	126,744	152,847	154,900	154,900	190,200	23%
212-433-53-4120	Part Time	7,537	9,992	13,900	13,900	-	-100%
212-433-53-4130	Overtime	5,399	4,485	6,700	6,700	6,850	2%
		139,680	167,324	175,500	175,500	197,050	12%
PERSONNEL SERVICES, BENEFITS							
212-433-53-4210	Health Insurance	49,383	53,167	56,500	56,500	79,625	41%
212-433-53-4220	FICA Payroll Expense	8,493	10,164	10,900	10,900	12,225	12%
212-433-53-4221	Medicare Payroll Expense	1,986	2,377	2,550	2,550	2,900	14%
212-433-53-4230	Retirement Contribution	5,673	6,890	7,300	7,300	8,900	22%
212-433-53-4250	Unemployment Insurance	420	503	700	700	800	14%
212-433-53-4260	Workers Compensation Ins	3,475	3,400	4,700	4,100	5,575	19%
		69,430	76,501	82,650	82,050	110,025	33%
PURCHASED PROFESSIONAL SERVICES							
212-433-53-4310	Professional Development	1,980	3,739	6,000	6,000	6,000	0%
212-433-53-4335	Engineering	705	-	-	-	-	N/A
		2,685	3,739	6,000	6,000	6,000	0%
PURCHASED PROPERTY SERVICES							
212-433-53-4435	Fleet Maintenance Charges	55,425	50,075	23,200	23,200	26,700	15%
		55,425	50,075	23,200	23,200	26,700	15%
OTHER PURCHASED SERVICES							
212-433-53-4512	Sewer Sys. Rep & Maint	19,805	50,064	25,000	10,500	20,000	-20%
212-433-53-4513	Lift Station Repair & Maint.	-	-	20,000	34,500	35,000	75%
212-433-53-4530	Telephone	-	300	-	-	-	N/A
		19,805	50,364	45,000	45,000	55,000	22%
SUPPLIES							
212-433-53-4610	Office Supplies	994	372	1,000	1,000	1,000	0%
212-433-53-4612	Supplies and Equipment	16,894	-	-	-	-	N/A
212-433-53-4620	Utilities	24,491	32,000	27,250	38,000	35,500	30%
212-433-53-4626	Gas and Oil	4,607	6,878	8,000	8,000	8,000	0%
212-433-53-4661	Uniforms	641	483	900	900	900	0%
212-433-53-4662	Safety Equipment	350	862	1,300	1,300	1,300	0%
		47,977	40,595	38,450	49,200	46,700	21%
CAPITAL							
212-433-53-4742	Mobile Equipment	411,614	29,709	-	-	-	N/A
212-433-53-4743	Furniture and Equipment	-	-	-	-	18,000	N/A
212-433-53-4744	Computer Equipment	-	-	-	-	3,350	N/A
		411,614	29,709	-	-	21,350	N/A
TOTAL EXPENDITURES		746,616	418,307	370,800	380,950	462,825	25%

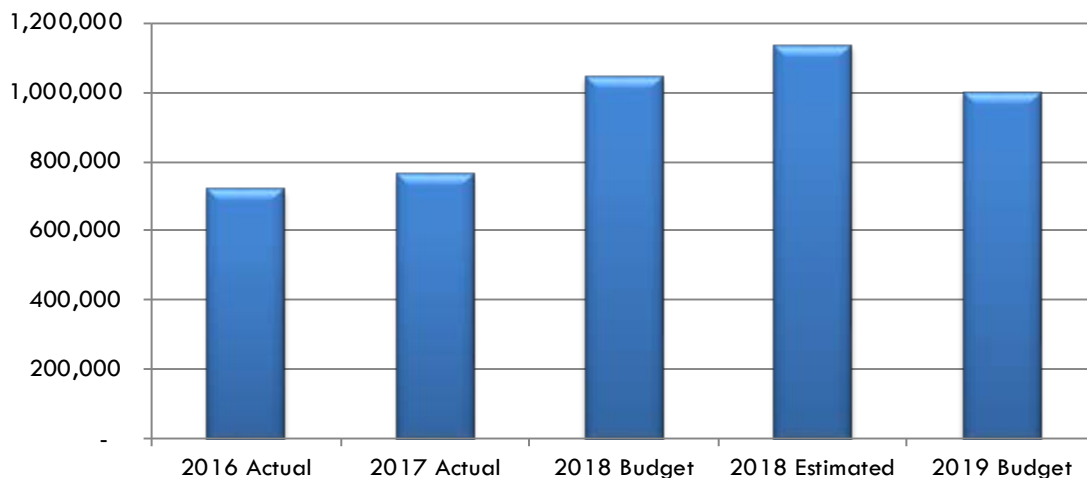
Sewer Fund Treatment

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Personnel Services, Salaries	\$ 208,525	\$ 226,731	\$ 263,900	\$ 263,900	\$ 279,800	6%
Personnel Services, Benefits	75,061	87,376	104,800	104,600	115,125	10%
Purchased Professional Services	47,576	37,925	46,000	43,500	46,000	0%
Purchased Property Services	16,734	14,352	11,200	11,200	9,000	-20%
Other Purchased Services	100,028	105,413	101,000	101,600	98,000	-3%
Supplies	269,842	269,483	306,000	287,000	306,000	0%
Operating Expenses	717,766	741,280	832,900	811,800	853,925	3%
Capital	-	21,150	210,000	322,000	145,000	-31%
Total Expenses	\$ 717,766	\$ 762,430	\$ 1,042,900	\$ 1,133,800	\$ 998,925	-4%

The treatment system for the Wastewater Reclamation Facility includes the advanced treatment of wastewater and bio-solids. This 2.33 million gallon per day treatment system is inclusive of Biological Nutrient Removal and Auto-thermal Thermophilic Aerobic Digestion capable of treating waste well into the future. The City of Fruita operates and maintains a 2.3 million gallon a day, state of the art Biological Nutrient Removal (BNR) Wastewater Facility located just off 15 Road in Fruita. This facility currently treats just under 1.0 million gallons per day and is designed to accommodate the wastewater needs of the community for years to come.

This involves routine maintenance and repairs to an advanced treatment system containing numerous pieces of equipment. The staff is also responsible for Quality Assurance/ Quality Control Laboratory sampling and analyses which are reported to the State of Colorado Department of Public Health and Environment. Staff is also responsible for Process Control sampling and analyses for operational control. The water discharging from this facility flows to the Colorado River, enhancing the waterway.

Budget History



Sewer Fund Treatment

2018 Accomplishments

- Upgraded SCADA Screens
- Implementation of a new Computerized Maintenance Management System (CMMS) that has reduced unexpected breakdowns, equipment downtime and increased equipment life thru a planned maintenance program. Other benefits are; realistic budgets, maintenance histories, accurate inventories and accountability for resources expended. In 2018 staff completed 698 work orders and planned maintenance activities for a total of 2,708 hours as of 9-6-2018.
- Trial testing using Aluminate to treat PO₄ was discontinued due to ineffectiveness.
- No NPDS Permit violations 2018 and passed all DMR-QA Study 38 testing.
- Continued Bio-solids Application Program with Colorado Mesa University to enhance their landscaping and sports fields.
- Implemented a fee for commercial use of bio-solids due to the increased demand.
- Performed river sampling and began evaluation to determine if Fruita can opt-out (for one permit cycle) of theoretical phosphorus limits established by Regulation 85 based on actual in-stream standards. All data submitted to State Health Department.
- Brought instructor to facility for specific training on plant influent pump rebuild.
- Switched to synthetic oil in all major mechanical equipment.
- Developed Yearly Report Guidelines.
- Replaced ATAD 16" DeZurik Valve with existing staff.
- Installed 220 Power receptacles Solids Handling Building.
- Continued to successfully to implement optimization measures to minimize use of chemicals and electricity for treatment processes.
- Installed timer on selector basins to enhance phosphorus removal.
- Notified of changes to State environmental regulations for nutrient treatment that will result significant costs for Fruita to fully comply. Staff enrolled in a voluntary incentive program in 2018 for additional nutrient(s) reduction which may result in an extension in the compliance schedule based on performance.
- Replaced skimmer arm rubber on both clarifiers, repairs were completed in house/
- Worked with contractor to complete installation of air ionization equipment for H₂S control in the headworks building and completed modification to the blower system for improved efficiency of the of the ATAD system. Staff assisted in demolition work required for these capital projects to reduce expenses.

Sewer Fund Treatment

2019 Budget Highlights

- Personnel costs for 2019 include funding for two employees to obtain their Class B licenses.
- Complete planning and design to prepare for start-up of two oxidation ditch operations, which is projected to be needed in the next few years if current growth trends continue.
- Continue compliance with all Federal, State, and Local regulations.
- Enhance operations and laboratory analyses by continuing staff education.
- Continue sampling and analysis of Colorado River and facility in compliance with state mandated Regulation 85 with the intent of requesting to opt-out based on actual in-stream standards.
- Capital equipment expenses of \$145,000 include the following items:
 - DO Probe Controllers - \$60,000
 - Spectrometer - \$10,000
 - Drum Screen Basket - \$60,000
 - Hotsy Pressure Washer - \$15,000

Goals and Objectives

- Optimize treatment operations to reduce utility and chemical expenses.
- Continue staff education to allow operators to maintain and advance their level of certification as well as achieve new certification to provide a greater asset to the City.
- Maintain compliance with all discharge parameters as mandated by the Colorado Department of Public Health and Environment (CDPH&E).
- Develop staff leadership abilities and management styles through personal and professional development enhancement programs.
- Manage yearly capital projects to meet the changing needs of the facility.

Sewer Fund

Treatment

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
212-433-55-4113	Salaries, Public Works	198,202	218,869	256,200	256,200	271,450	6%
212-433-55-4120	Part Time	2,532	300	-	-	-	N/A
212-433-55-4130	Overtime	7,791	7,562	7,700	7,700	8,350	8%
		208,525	226,731	263,900	263,900	279,800	6%
PERSONNEL SERVICES, BENEFITS							
212-433-55-4210	Health Insurance	44,246	52,864	64,800	64,800	72,500	12%
212-433-55-4220	FICA Payroll Expense	12,713	13,755	16,400	16,400	17,350	6%
212-433-55-4221	Medicare Payroll Expense	2,973	3,217	3,850	3,850	4,050	5%
212-433-55-4230	Retirement Contribution	8,852	9,659	11,900	11,900	12,600	6%
212-433-55-4250	Unemployment Insurance	627	681	1,100	1,100	1,125	2%
212-433-55-4260	Workers Compensation Ins	5,650	7,200	6,750	6,550	7,500	11%
		75,061	87,376	104,800	104,600	115,125	10%
PURCHASED PROFESSIONAL SERVICES							
212-433-55-4310	Professional Development	1,786	680	6,000	6,000	6,000	0%
212-433-55-4335	Engineering	30,634	19,916	20,000	20,000	20,000	0%
212-433-55-4342	Lab Work	15,156	17,329	20,000	17,500	20,000	0%
		47,576	37,925	46,000	43,500	46,000	0%
PURCHASED PROPERTY SERVICES							
212-433-55-4430	Service Contracts	12,784	8,245	9,000	9,000	9,000	0%
212-433-55-4435	Fleet Maintenance Charges	3,950	3,950	-	-	-	N/A
212-433-55-4452	Drainage Fees	-	2,157	2,200	2,200	-	-100%
		16,734	14,352	11,200	11,200	9,000	-20%
OTHER PURCHASED SERVICES							
212-433-55-4511	Sewer Permit	6,330	6,422	7,000	7,600	8,000	14%
212-433-55-4512	WWTP Repair & Maint.	47,613	53,084	46,000	46,000	48,500	5%
212-433-55-4520	Insurance	42,500	42,305	42,500	42,500	36,500	-14%
212-433-55-4530	Telephone	3,585	3,602	5,500	5,500	5,000	-9%
		100,028	105,413	101,000	101,600	98,000	-3%
SUPPLIES							
212-433-55-4610	Office Supplies	1,510	1,015	2,500	2,500	2,500	0%
212-433-55-4612	Supplies and Equipment	32,715	36,417	40,000	40,000	41,000	2%
212-433-55-4616	Chemicals	31,386	28,288	37,500	32,000	36,000	-4%
212-433-55-4620	Utilities	197,591	199,151	218,500	205,000	218,500	0%
212-433-55-4626	Gas and Oil	3,737	1,254	3,500	3,500	3,700	6%
212-433-55-4661	Uniforms	2,181	2,602	2,200	2,200	2,500	14%
212-433-55-4662	Safety Equipment	722	756	1,800	1,800	1,800	0%
		269,842	269,483	306,000	287,000	306,000	0%
CAPITAL							
212-433-55-4742	Mobile Equipment	-	-	-	85,000	-	N/A
212-433-55-4743	Furniture and Equipment	-	-	210,000	237,000	145,000	-31%
212-433-55-4744	Computer Equipment	-	21,150	-	-	-	N/A
		-	21,150	210,000	322,000	145,000	-31%
TOTAL EXPENDITURES		717,766	762,430	1,042,900	1,133,800	998,925	-4%

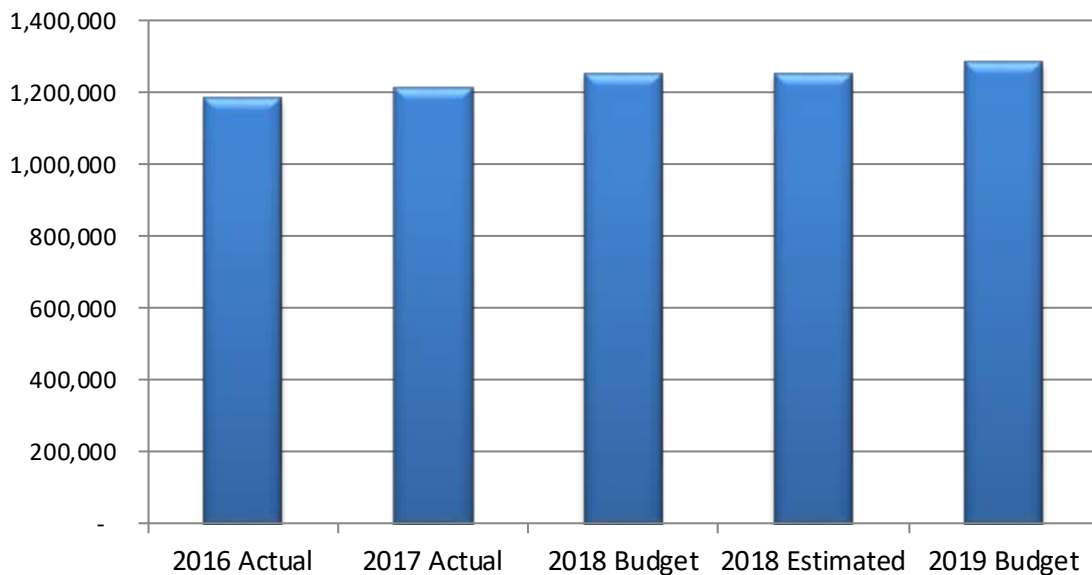
Sewer Fund

Debt Service

EXPENDITURES	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Debt Service Principal	\$ 630,000	\$ 680,000	\$ 730,000	\$ 730,000	\$ 780,000	7%
Debt Service Interest	554,974	535,727	524,225	524,225	503,550	-4%
Total Expenses	\$1,184,974	\$1,215,727	\$1,254,225	\$1,254,225	\$1,283,550	2%

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

Budget History



Sewer Fund

Debt Service

2019 Budget Highlights

Wastewater Treatment Facility Loan

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

LOAN PAYMENT SCHEDULE			
	WWTF Loan		
Year	Principle	Interest	Total
2019	780,000	503,540	1,283,540
2020	845,000	474,130	1,319,130
2021	910,000	442,545	1,352,545
2022	975,000	408,900	1,383,900
2023	1,045,000	373,210	1,418,210
2024	1,120,000	335,305	1,455,305
2025	1,185,000	306,140	1,491,140
2026	1,255,000	275,525	1,530,525
2027	1,325,000	241,710	1,566,710
2028	1,400,000	206,280	1,606,280
2029	1,480,000	169,030	1,649,030
2030	1,555,000	129,805	1,684,805
2031	1,640,000	88,690	1,728,690
2032	1,725,000	45,440	1,770,440
Total	17,240,000	4,000,250	21,240,250

Sewer Fund

Debt Service

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
DEBT SERVICE PRINCIPAL							
212-433-91-4712	Lease Payment, Principal	-	-	-	-	-	N/A
212-433-91-4713	Note Payment, Principal	-	-	-	-	-	N/A
212-433-91-4714	Loan Payment, Principal	630,000	680,000	730,000	730,000	780,000	7%
		630,000	680,000	730,000	730,000	780,000	7%
DEBT SERVICE INTEREST							
212-433-91-4722	Lease Payment, Interest	-	-	-	-	-	N/A
212-433-91-4723	Note Payment, Interest	-	-	-	-	-	N/A
212-433-91-4724	Loan Payment, Interest	554,974	535,727	524,225	524,225	503,550	-4%
212-433-91-4775	Loan Issuance Costs	-	-	-	-	-	N/A
		554,974	535,727	524,225	524,225	503,550	-4%
TOTAL EXPENDITURES		1,184,974	1,215,727	1,254,225	1,254,225	1,283,550	2%

Sewer Fund Capital Projects

Expenses

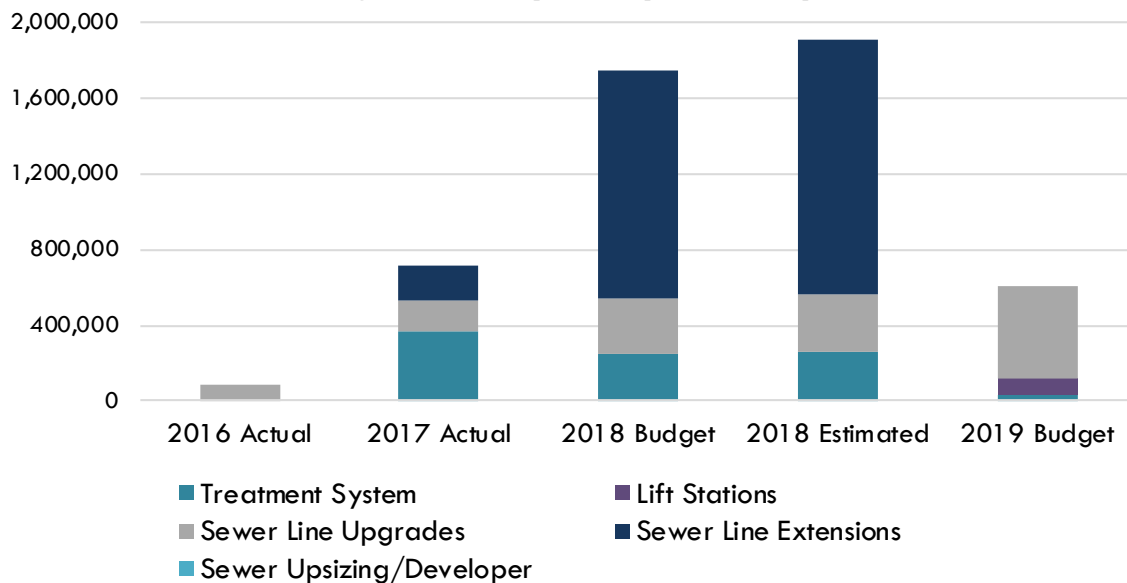
Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
CAPITAL PROJECTS							
212-600	Treatment System	-	365,459	253,000	262,625	30,000	-88%
212-601	Lift Stations	-	-	-	-	90,000	N/A
212-602	Lagoons	-	-	-	-	-	N/A
212-603	Sewer Line Upgrades	88,880	167,996	290,000	295,900	487,000	68%
212-605	Sewer Line Extensions	-	179,048	1,200,000	1,350,000	-	-100%
212-607	Sewer Upsizing/Developer	-	-	-	-	-	N/A
		88,880	712,503	1,743,000	1,908,525	607,000	-65%
TOTAL EXPENDITURES		88,880	712,503	1,743,000	1,908,525	607,000	-65%

Capital projects of \$607,000 included in the 2019 Budget for the Sewer Fund consist of the following:

- Design of aeration system improvements at the WWTF - \$30,000
- Upgrades to the Hwy 340 Lift Station - \$90,000
- Maple Street sewer line replacements - \$287,000
- H2S Gas Mitigation in sewer line - \$200,000

Additional detail for each project is included in the following pages and includes a project description, purpose and need, history and current status, schedule and operating budget impacts. Also included in the source of revenues for the capital projects.

Budget History - Capital Projects



Sewer Fund Capital Projects

Wastewater Treatment Facility - Project #212-600-76

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Revenues						
Sewer Operating Revenue	\$ -	\$ 318,959	\$ 253,000	\$ 262,625	\$ 30,000	-88%
Total Revenues	\$ -	\$ 318,959	\$ 253,000	\$ 262,625	\$ 30,000	-88%
Expenses						
4345 Design & Engineering	\$ -	\$ 365,459	\$ 253,000	\$ 262,625	\$ 30,000	-88%
Total Expenses	\$ -	\$ 365,459	\$ 253,000	\$ 262,625	\$ 30,000	-88%

Project Description

This project includes design of aeration system improvements for the oxidation ditches at the wastewater treatment facility.

Purpose and Need

Aeration system improvements are needed prior to operating both oxidation ditches. This project will evaluate the existing aeration system to determine the level of improvements needed and complete design for implementation in future years.

History and Current Status

The City currently has two oxidation ditches that have a total capacity of 2.33 MGD and the City currently treats approximately 1.0 MGD using one oxidation ditch at a time. Once the flows at the plant exceed the capacity of a single oxidation ditch, the City will then need to utilize both oxidation ditches in parallel. The two-ditch operation will reduce the flexibility of maintenance for the components of the aeration system that will be underwater 100% of the time.

The current aeration system was designed with alternating aeration zones of different capacities. The lower air flow aeration zones have proven to be restrictive in the wastewater treatment process and staff believes that additional capacity in these zones may improve nutrient reduction capabilities. The current diffusers on the aeration system are also over half way through their life cycle and warrant evaluation prior to filling both oxidation ditches.

Sewer Fund Capital Projects

Schedule

The City intends to hire an engineering consultant to assist in the evaluation of the existing aeration system and work with manufacturers to design necessary improvements. The consultant selection process will occur in the first quarter of the year with the intent of having the design and cost estimates completed by July of 2019.

Operating Budget Impact

This project will not have any direct impact on the operating budget but the resulting design is expected to make recommendations for future capital improvements.

Sewer Fund Capital Projects

Lift Stations - Project #212-601-76

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Revenues						
Sewer Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ 90,000	N/A
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 90,000	N/A
Expenses						
4740 Construction	\$ -	\$ -	\$ -	\$ -	\$ 90,000	N/A
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 90,000	N/A

Project Description

This project will upgrade the electrical service for the Hwy 340 Lift Station to 3-phase power and replace the electrical panel & controls.

Purpose and Need

The current HWY 340 lift station control panel is outdated, lacks adequate level of control, and the City is no longer able to get parts for the control panel. As the panel is replaced it will be necessary to upgrade the controls to allow for improved operational efficiencies (i.e. VFD capabilities, remote monitoring, etc.).

History and Current Status

The Hwy 340 Lift Station was constructed in 1981 and is nearing the end of its useful life cycle. In 2014, the City hired an engineering consultant to evaluate the condition of the lift station and make recommendations for rehabilitation and/or replacement. The study found that the capacity of the lift station would be adequate for 10-15 more years but most of the components of the lift station would need to be replaced prior to that time and ultimately recommended replacing the entire lift station for approximately \$600,000. Additional internal engineering evaluations of the lift station have been completed and staff believes that the components of the lift station can effectively be replaced in phases rather than replacing the entire lift station with the electrical and controls being the highest priority components for replacement. No other major improvements are projected to be needed in the next 8 years.

Sewer Fund Capital Projects

Schedule

This project is scheduled to be completed in 1st quarter of 2019.

Operating Budget Impact

This project will not have any significant impact on the operating budget, but it should reduce electrical usage and could reduce staff time.

Sewer Fund Capital Projects

Sewer Line Upgrades - Project #212-603-76

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Revenues						
Sewer Operating Revenue	\$ 88,880	\$ 167,996	\$ 290,000	\$ 295,900	\$ 487,000	68%
Developer Contribution	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Revenues	\$ 88,880	\$ 167,996	\$ 290,000	\$ 295,900	\$ 487,000	68%
Expenses						
4740 Construction	\$ 88,880	\$ 167,996	\$ 290,000	\$ 295,900	\$ 487,000	68%
Total Expenses	\$ 88,880	\$ 167,996	\$ 290,000	\$ 295,900	\$ 487,000	68%

Project Description

There are two major sewer collection system improvements projects planned for 2019.

Maple Sewer - \$287,000

This project will include replacing approximately 1,250 feet of sewer line in Maple Street between Pabor Avenue and Ottley Avenue. Additional street overlay funds are included in the Capital Projects Fund for repaving the full width of the road following the utility work.

H₂S Remediation - \$200,000

This project will address deterioration issues of the collection system west of 15 1/2 Road due to hydrogen sulfide corrosion. This will include a combination of hydrogen sulfide reduction & mitigation measures as well as rehabilitation of some of the manholes in this section.

Purpose and Need

Maple Sewer

The sewer main in Maple Street consists of an 8-inch clay pipeline with a condition rating of 1.2/5.0 or lower. This poor condition rating is the result of crumbling/cracked sections of pipe, sags in the pipeline, and joint offsets. The condition of this sewer main is beyond repair and will require full replacement.

H₂S Remediation

The City has observed high levels of hydrogen sulfide (H₂S) in the wastewater collection system west of 15 1/2 Road. The levels of H₂S observed are harmful (and can even be deadly) and have caused accelerated deterioration of 15 observed manholes. This project is proposed to reduce the hazards and rehabilitate the deteriorated manholes.

Sewer Fund Capital Projects

History and Current Status

The City began rating the condition of the sewer systems in 2016 and have used those ratings to assist in prioritization of sewer system repairs.

The City worked with an engineering consultant in 2018 to assess the cause of the high H₂S levels in a portion of the collection system and develop a H₂S mitigation plan. No significant H₂S levels were observed in any other parts of the collection system.

Schedule

The Maple Street project is planned to be constructed during the summer months to avoid impacts with school traffic as much as practical.

The H₂S mitigation measures are planned to be installed in the spring of 2019 with observations to continue through the summer. If successful the remaining funds will be used to rehabilitate the manholes in the fall.

Operating Budget Impact

This project will replace and/or protect existing infrastructure. Some of the potential H₂S mitigation measures may have a impact on the operational costs (to be determined upon final results of H₂S mitigation study).

Trash Fund

Trash Fund

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Trash Fund

SUMMARY

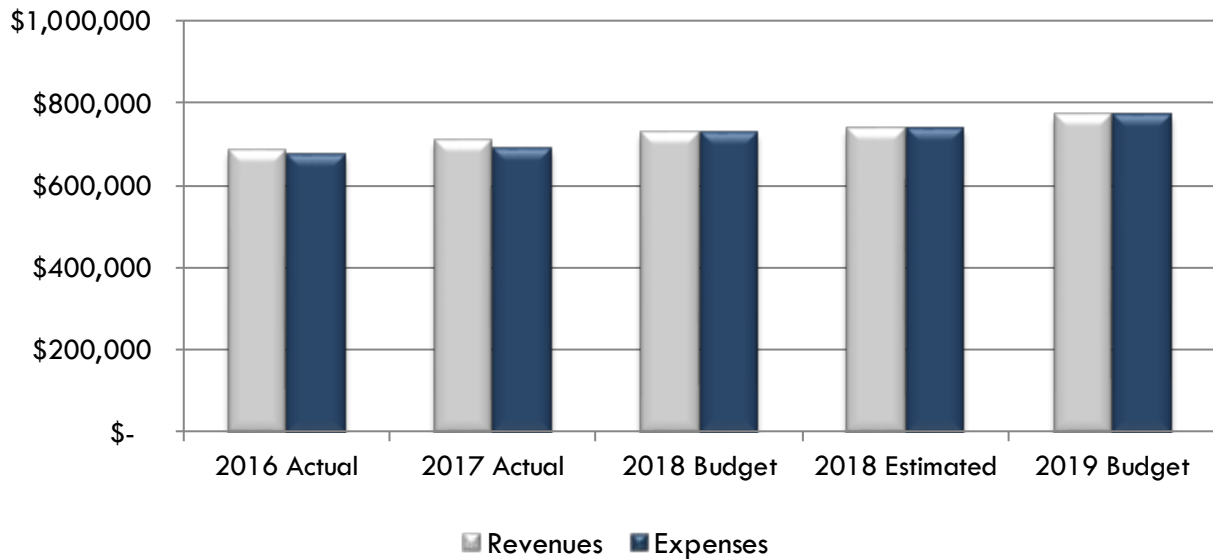
	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
<u>Beginning Funds Available</u>	\$ 101,692	\$ 111,748	\$ 132,881	\$ 132,881	\$ 132,881	0%
<u>Revenues</u>						
Charges for Services	\$ 684,835	\$ 708,956	\$ 728,000	\$ 736,000	\$ 770,000	6%
Miscellaneous	-	86	-	-	-	N/A
Total Revenues	\$ 684,835	\$ 709,042	\$ 728,000	\$ 736,000	\$ 770,000	6%
<u>Expenses</u>						
Other Purchased Services	\$ 623,779	\$ 646,909	\$ 673,000	\$ 681,000	\$ 714,000	6%
Transfers to Other Funds	51,000	41,000	55,000	55,000	56,000	2%
Total Expense	\$ 674,779	\$ 687,909	\$ 728,000	\$ 736,000	\$ 770,000	6%
<u>Excess (Deficiency) of Revenues over Expenditures</u>	\$ 10,056	\$ 21,133	\$ -	\$ -	\$ -	N/A
<u>Ending Funds Available</u>	\$ 111,748	\$ 132,881	\$ 132,881	\$ 132,881	\$ 132,881	0%
<u>Components of Funds Available</u>						
Unassigned	\$ 111,748	\$ 132,881	\$ 132,881	\$ 132,881	\$ 132,881	0%

PURPOSE OF THE FUND

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

Trash Fund

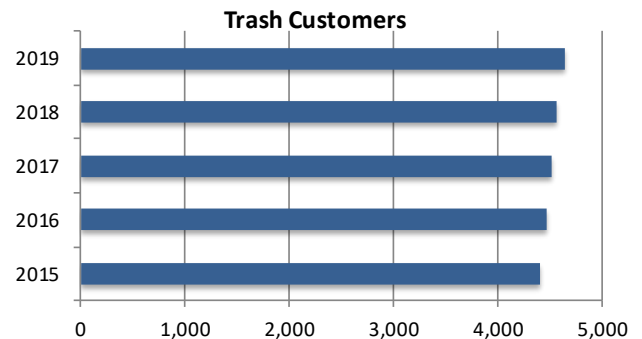
REVENUES AND EXPENSES



Revenues

The 2019 Budget includes \$770,000 in revenues for trash collection charges. This is a 4% increase from 2018 budgeted revenues.

The City contracts for trash services with Waste Management. The contract allows for annual increases based on the consumer price index, a fuel surcharge based on the price of diesel fuel, and regulatory actions affecting operational costs. The 2019 Budget includes a \$0.50 (3.80%) monthly rate increase which includes the increase in the Consumer Price Index (CPI) and an extraordinary recycle charge due to the changing regulatory environment affecting the recycling market. There will be no increase related to the fuel surcharge in 2019.



The monthly charge will increase from \$13.15 to \$13.65 per residence and the senior rate for those who meet the age and income criteria will increase from \$11.25 to \$11.75 per month.

Voluntary curb side recycling services are provided at no additional charge to Fruita residents. Recyclable materials are picked up at the curb every other week and include newspaper, plastic, aluminum and cardboard. Residents may sign up for this service at the Finance Office.

The number of customers with trash collection services has increased an average of 1.35% over each of the last 5 years. The 2019 Budget anticipates that the number of customers served will not change significantly from the prior year.

Trash Fund

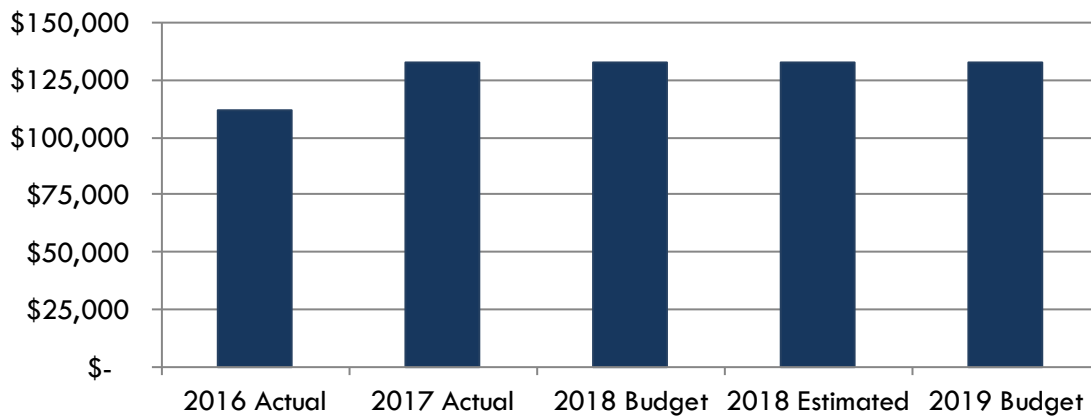
Expenses

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

The contract includes trash collection and recycling for city facilities, Christmas tree collection, a quarterly Recycle Rewards Program, recycling for Mike the Headless Chicken Festival and an electronic waste recycle day.

A transfer of \$56,000 (8% of revenues) is made to the General Fund to cover administrative costs including staff time involved in billing for services and collections of delinquent accounts as well as supplies and equipment for postage, statements, payment processing, software maintenance and other associated expenses.

FUNDS AVAILABLE



The Trash Fund his budgeted to have available funds of \$132,881 at the end of 2019. This amount does not change significantly from year to year. Potential uses of these funds at a future date include one-time expenses associated with billing for services such as software and computer upgrades for billing and collections. The 2019 Budget does not have an impact on available funds.

GOALS AND OBJECTIVES

- Request and evaluate proposals for trash collections services prior to the expiration date (December 31, 2019) of the current contract.
- Continue to provide reliable and courteous trash removal services to citizens of Fruita at a competitive rate.
- Monitor changes in the recycling industry due to increased processing costs and decreased commodity values associated with contamination of recyclable materials.

Trash Fund

- Educate customers on proper disposal of wastes, including recyclables and hazardous materials.

PERSONNEL

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

Trash Fund

Revenues

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
CHARGES FOR SERVICES							
215-000-00-3443	Trash Collection Charges	684,835	708,956	728,000	736,000	770,000	6%
215-000-00-3489	Penalty and Interest Charges	-	-	-	-	-	N/A
		684,835	708,956	728,000	736,000	770,000	6%
MISCELLANEOUS							
215-000-00-3610	Interest on deposits	-	86	-	-	-	N/A
		-	86	-	-	-	N/A
TOTAL TRASH REVENUES		684,835	709,042	728,000	736,000	770,000	6%

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
215-432-53-4111	Salaries, Administrative	-	-	-	-	-	N/A
215-432-53-4130	Overtime	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
OTHER PURCHASED SERVICES							
215-432-53-4510	Trash Collection Services	623,779	646,909	673,000	681,000	714,000	6%
		623,779	646,909	673,000	681,000	714,000	6%
SUPPLIES							
215-432-53-4610	Office Supplies	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TRANSFERS TO OTHER FUNDS							
215-432-53-4950	Transfer to General Fund	51,000	41,000	55,000	55,000	56,000	2%
		51,000	41,000	55,000	55,000	56,000	2%
TOTAL TRASH EXPENDITURES		674,779	687,909	728,000	736,000	770,000	6%

Fleet Maintenance Fund

Fleet Maintenance Fund

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Fleet Maintenance Fund

SUMMARY

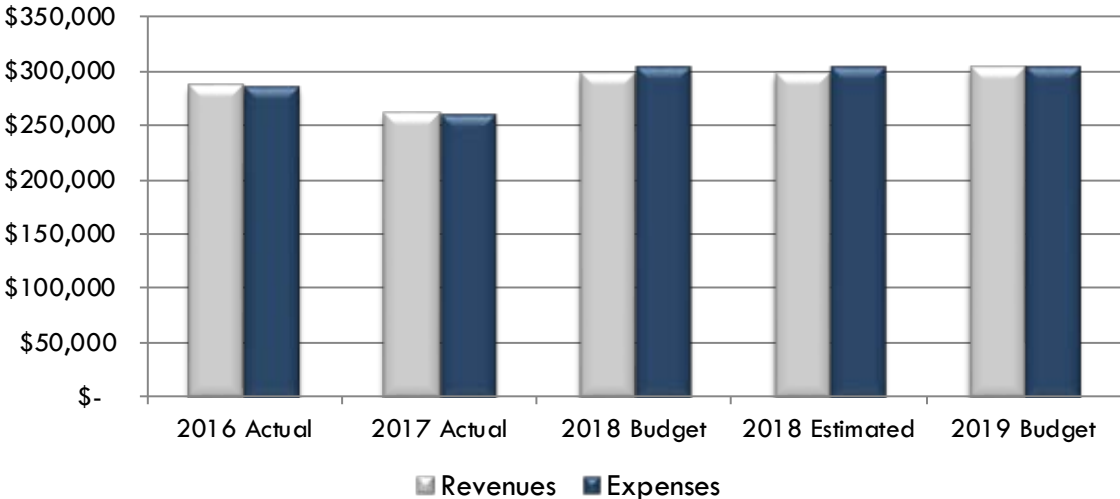
	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Beginning Funds Available	\$ 12,361	\$ 14,874	\$ 17,384	\$ 17,384	\$ 11,384	-35%
Revenues						
Charges for Services	\$ 285,382	\$ 260,472	\$ 296,750	\$ 296,750	\$ 302,800	2%
Other Financing Sources	794	-	-	-	-	N/A
Total Revenues	\$ 286,176	\$ 260,472	\$ 296,750	\$ 296,750	\$ 302,800	2%
Expenses						
Personnel Services	\$ 128,071	\$ 99,528	\$ 120,600	\$ 120,600	\$ 123,975	3%
Personnel Services, Benefits	39,426	49,952	67,000	67,000	64,175	-4%
Purchased Professional Svcs	1,967	799	1,000	1,000	3,800	280%
Purchased Property Services	22,111	29,827	22,500	29,500	29,500	31%
Supplies	92,088	77,856	85,650	78,650	81,350	-5%
Subtotal - Operating Expenses	\$ 283,663	\$ 257,962	\$ 296,750	\$ 296,750	\$ 302,800	2%
Capital	-	-	6,000	6,000	-	-100%
Contingency	-	-	-	-	-	N/A
Adjustments to budgetary basis	-	-	-	-	-	N/A
Total Expense	\$ 283,663	\$ 257,962	\$ 302,750	\$ 302,750	\$ 302,800	0%
Excess (Deficiency) of Revenues over Expenditures	\$ 2,513	\$ 2,510	\$ (6,000)	\$ (6,000)	\$ -	-100%
Ending Funds Available	\$ 14,874	\$ 17,384	\$ 11,384	\$ 11,384	\$ 11,384	0%
Components of Funds Available						
Unassigned	14,874	17,384	11,384	11,384	11,384	0%
	\$ 14,874	\$ 17,384	\$ 11,384	\$ 11,384	\$ 11,384	0%

Fleet Maintenance Fund

PURPOSE OF THE FUND

The Fleet Maintenance Fund is an internal service fund responsible for the vehicle, equipment, and fuel needs of the City. These responsibilities include the acquisition, maintenance, and liquidation of City owned vehicles and equipment. These operations are funded by charges collected from the departments and divisions using city vehicles. A Capital Equipment Replacement Fund (CERF) has been established to provide the means to replace vehicles and equipment. Contributions to the fund are calculated by vehicular usage of the departments and divisions in the City.

REVENUES AND EXPENSES



Revenues

Revenues of \$299,500 for the Fleet Maintenance Fund are generated from charges for services to various departments within the City based on historical costs for repairs and maintenance of vehicles and mobile equipment. Revenues for 2019 are budgeted to increase 1%. The following table shows the source of revenues by department or fund for fleet maintenance.

Fleet Maintenance Charges						
Department/Fund	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
Miscellaneous Charges	-	1,435	-	-	-	N/A
Community Development	2,175	2,275	2,250	2,250	2,200	-2%
Police Department	68,150	52,740	61,000	61,000	61,600	1%
Parks and Recreation	31,625	37,425	35,000	35,000	35,400	1%
Public Works General Fund	120,232	104,272	170,000	170,000	171,600	1%
Community Center Fund	675	2,075	2,000	2,000	2,000	0%
Irrigation Water Fund	1,500	2,275	3,300	3,300	3,300	0%
Sewer Fund	61,025	57,975	23,200	23,200	26,700	15%
Total Fleet Maintenance Charges	285,382	260,472	296,750	296,750	302,800	2%

Fleet Maintenance Fund

Expenses

The City’s fleet consists of approximately 257 pieces of equipment, including small engine equipment, and continues to grow resulting in increased demands on fleet maintenance resources.

The 2019 Budget includes a 5% pay adjustment.

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

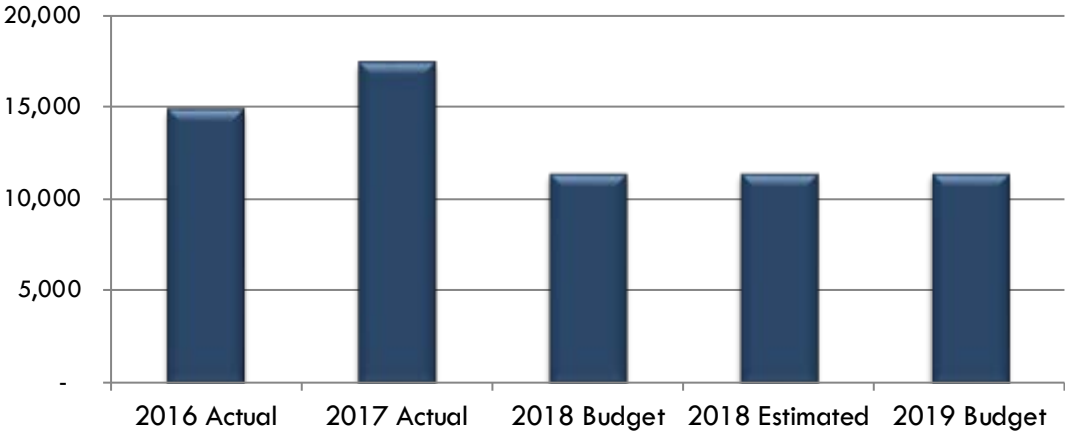
The following table shows the vehicles and mobile equipment scheduled for replacement in the 2019 Budget. The actual cost of the equipment is included in the budget for the Department/Fund benefitting from the equipment. However, Fleet Maintenance is responsible for overseeing the equipment purchases.

VEHICLES AND EQUIPMENT REPLACEMENT SCHEDULE - 2019							
Unit #	Year	Make	Description	Age	Budgeted Amount	Fund & Dept	Acct
8108	2008	Dodge	Sergeants Car	11	43,000	GEN-PD	110-421-60-4742
8109	2009	Dodge	Patrol Car	10	46,500	GEN-PD	110-421-60-4742
8307	2007	Dodge	Patrol Car	12	46,500	GEN-PD	110-421-60-4742
9050	2007	Chevrolet	Engineer Truck	12	28,000	GEN-PW	110-418-30-4742
3043	2006	John Deere	Wide Area Mower	13	72,000	GEN-PK	110-451-80-4742
4103	2007	GMC	PW Admin Car	12	33,400	GEN-PW	110-431-50-4742
7023	2007	Dodge	4 x 4 Truck with dump bed*	12	68,400	GEN-PW	110-431-51-4742
Total Mobile Equipment Replacements					\$337,800		

*Replace with Flat Bed Crew Cab

Fleet Maintenance Fund

Funds Available



The Fleet Maintenance Fund has available funds of \$11,384 at the end of 2019. As an internal service fund, the Fleet Maintenance Fund is not expected to generate additional income to increase available funds.

Personnel

Fleet Maintenance Fund - Staffing Chart (Manhours)				
	2016	2017	2018	2019
Hours Summary	Actual	Actual	Budget	Budget
Full time employees	4,227	4,756	6,290	6,290
Part time employees	1,893	375	-	-
Overtime	16	16	100	65
Total Hours	6,136	5,147	6,390	6,355
Total FTE Equivalent	2.95	2.47	3.07	3.06

Fleet Maintenance Fund

2018 Accomplishments

- Hired a Fleet Technician, which increased the fleet to a total of three staff members. This new position has proven to be more effective in meeting the work load demands of the fleet without having to consistently rely on other divisions to assist with repairs.
- Staff completed a detailed evaluation of CERF equipment and developed a 5-year replacement schedule for vehicles approaching the end of their optimal life cycle.
- Purchased three scheduled replacement police vehicles and upfit with emergency equipment.
- An additional police vehicle was purchased in 2018 due to an accident that resulted in a patrol car being totaled. The wrecked vehicle & equipment in the vehicle was evaluated and found to have performed well in the accident, which resulted in only minor injuries to the driver.
- Purchased one replacement truck and one replacement UTV for Parks and upfit as needed with safety equipment.
- Purchased one replacement skid steer for the Wastewater Reclamation Facility.
- Disposed of 7 replaced vehicles and various other assets through online auctions. All auctions were processed through www.govdeals.com, which has been simple to administer and allows the City to reach a wide number of potential bidders.

2019 Budget Highlights

- The 2019 Fleet budget is proposed to remain relatively flat and should not result in any significant changes in the charges to other departments.
- The budget includes an increase in the amount of purchased services and a decrease in the amount of supplies to better reflect the amount of repairs that are completed by outside vendors. It will continue to be the preferred option to have existing staff perform repair vehicles if feasible depending on scheduling, warranty requirements, and equipment specialties.
- The training budget is proposed to increase in 2019 to allow fleet staff to attend specialized equipment training and support obtaining certifications through the National Institute for Automotive Service Excellence (ASE).
- The 2019 CERF replacement schedule will include replacing:
 - One Police sergeant vehicle
 - Two Police patrol cars
 - One Public Works 1-ton dump truck
 - One Public Works administration vehicle

Fleet Maintenance Fund

- One Parks wide area mower
- One Engineering pickup

Goals and Objectives

- To provide the City of Fruita and its employees with a reliable fleet of vehicles and equipment through implementing routine service and corrective maintenance.
- Continued improvement of the Capital Equipment Replacement Plan through improved metrics.
- Continue education in industry accepted practices and methods of repair and maintenance.
- Provide additional training for mechanics on specialized equipment. For 2019, this will include sending two mechanics to attend manufacturer's maintenance school for the Vactor sewer cleaners.
- Improve details and accuracy of fixed assets.
- Purchase and upfit replacement vehicles that meet the needs of the various departments in an efficient and timely manner. The police patrol cars typically require the longest lead time in ordering & upfitting, and will be the first vehicles to be ordered once the budget is approved.

Fleet Maintenance Fund

Revenues

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
CHARGES FOR SERVICES							
220-000-00-3481	Vehicle Repair Charges	285,382	260,472	296,750	296,750	302,800	2%
		285,382	260,472	296,750	296,750	302,800	2%
OTHER FINANCING SOURCES							
220-000-00-3960	Insurance Payments	794	-	-	-	-	N/A
		794	-	-	-	-	N/A
TOTAL FLEET MAINTENANCE REVENUES		286,176	260,472	296,750	296,750	302,800	2%

Fleet Maintenance Fund

Expenses

Account	Description	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
220-431-90-4113	Salaries, Public Works	87,098	94,937	117,400	117,400	121,800	4%
220-431-90-4120	Salaries, Part time	40,365	4,017	-	-	-	N/A
220-431-90-4130	Overtime	608	574	3,200	3,200	2,175	-32%
		128,071	99,528	120,600	120,600	123,975	3%
PERSONNEL SERVICES, BENEFITS							
220-431-90-4210	Health Insurance	22,724	34,793	48,800	48,800	45,200	-7%
220-431-90-4220	FICA Payroll Expense	7,795	5,975	7,500	7,500	7,800	4%
220-431-90-4221	Medicare Payroll Expense	1,823	1,397	1,750	1,750	1,825	4%
220-431-90-4230	Retirement Contribution	3,694	4,287	5,450	5,450	5,650	4%
220-431-90-4250	Unemployment Insurance	390	300	500	500	500	0%
220-431-90-4260	Workers Compensation Ins	3,000	3,200	3,000	3,000	3,200	7%
		39,426	49,952	67,000	67,000	64,175	-4%
PURCHASED PROFESSIONAL SERVICES							
220-431-90-4310	Professional Development	1,967	799	1,000	1,000	3,800	280%
		1,967	799	1,000	1,000	3,800	280%
PURCHASED PROPERTY SERVICES							
220-431-90-4430	Service Contracts	972	799	-	-	-	N/A
220-431-90-4435	Vehicle Repair and Maint	21,139	29,028	22,500	29,500	29,500	31%
220-431-90-4442	Equipment Rental	-	-	-	-	-	N/A
		22,111	29,827	22,500	29,500	29,500	31%
SUPPLIES							
220-431-90-4610	Office Supplies	258	254	550	550	550	0%
220-431-90-4612	Supplies and Equipment	81,592	73,264	80,000	72,000	75,000	-6%
220-431-90-4626	Gas and Oil	-	820	1,000	2,000	1,500	50%
220-431-90-4660	Tools	9,858	2,879	3,000	3,000	3,000	0%
220-431-90-4661	Uniforms	380	639	1,000	1,000	1,200	20%
220-431-90-4662	Safety Equipment	-	-	100	100	100	0%
		92,088	77,856	85,650	78,650	81,350	-5%
CAPITAL							
220-431-90-4742	Mobile Equipment	-	-	-	-	-	N/A
220-431-90-4743	Furniture and Equipment	-	-	6,000	6,000	-	-100%
		-	-	6,000	6,000	-	-100%
CONTINGENCY							
220-431-90-4850	Contingency	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL FLEET MAINTENANCE EXPENDITURES		283,663	257,962	302,750	302,750	302,800	0%