



CITY OF FRUITA

2022 BUDGET

December 7, 2021



FUN RESPECTFUL UNITED INNOVATIVE TRANSPARENT AUTHENTIC

The City of Fruita strives 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.

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Introduction

Budget Transmittal Letter

Elected and Appointed Officials

Organizational Chart

Welcome to Fruita

Demographics

Introduction

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Introduction



Budget Transmittal Letter

Honorable Mayor and Members of City Council,

I present to you the 2022 Proposed Annual Budget as required by the Fruita City Charter, and as created by a professional team of City coworkers at my direction. This letter provides a summary of the (1) year in review, (2) financial outlook and (3) 2022 proposed budget highlights.

Year in Review

Following better than expected outcomes in 2020, 2021 has been a positive year in many ways, even as we continue to weather the worldwide COVID-19 pandemic.

It is an honor to serve the community in this capacity and to work with such a dedicated, professional, and creative team of coworkers. We appreciate City Council's direction and most especially our community's values and priorities, as detailed in the Fruita in Motion comprehensive Plan and subsequent master plan additions. These values and priorities provide the foundation in which we make operational decisions. Some highlights of 2021 accomplishments include, but are not limited to:

- Administered a comprehensive community survey on city services and important issues.
- Created the first annual State of the City video highlighting partnerships and accomplishments during the COVID-19 pandemic.
- Continue to provide leadership and direction during the pandemic.
- Received multiple grants, including:
 - \$7,800 to subsidize costs for the outdoor dining spaces during the winter,
 - \$25,000 for engagement and possible permanent Mulberry Plaza design,
 - \$10,000 for a parks, open space and trails impact fee study,
 - \$5,000 for a market-based compensation study, and
 - \$25,000 for a joint digital marketing effort with the Town of Palisade.
- Selected to lead and participate in two statewide strategic planning efforts focused on recovering from the COVID-19 pandemic: (1) Rural Resiliency Recovery Roadmap with 17 partners in the county and (2) Restart Destinations with the Town of Palisade.
- Adoption of the Parks, Health, Recreation, Open Space and Trails (PHROST) Master Plan.
- Completion of an updated Fruita Land Use Code (scheduled for October 2021).
- Design of the Fremont St. Highway 6&50 intersection (scheduled for Dec. 2021).

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- Completion of the Multi-Modal Transportation Circulation Plan (scheduled for Nov. 2021).
- Installation of six locally sculpted roundabout art in the two roundabouts on Highway 340.
- Replacement of sewer line and street overlay on Maple Street (Aspen to McCune).
- Replacement of sewer line and street overlay on Aspen Ave. (Maple to Ash).
- Replacement of sewer line on Ash St.
- Overlaid 5,250 square yards of streets.
- Finalized design and right-of-way acquisition (scheduled Dec. 2021) for the Pine Street Bridge replacement, which is scheduled to begin construction during the winter.
- Finalized the comprehensive market-based compensation plan (scheduled for December 2021).
- Fruita Trails Initiative partnership completing paleo studies for North Fruita Desert (18 Rd) trails, beginning fund raising for construction of these trails, and funding trail maintenance valley wide.
- Efficiently delivering the full array of core services to maintain roads, sidewalks, sewer lines, parks, open spaces, etc.
- Partnerships (Family Health West, Fruita Chamber, Grand Junction Economic Partnership, Mesa County Workforce Center, Business Incubator Center, local businesses and ambassadors, Office of Economic Development and International Trade, state agencies and departments, Bureau of Land Management, Colorado Plateau Mountain Bike Association, Colorado Canyons Association, School District 51, Museums of Western Colorado, Colorado National Monument) continue to strengthen and assist in the achieving City goals.
- Added an additional fulltime sworn police officer and the department is fully staffed for first time in several years.
- Completion of an internal bike path wayfinding signage system (scheduled for Dec. 2021).
- Evaluated meeting agenda management software and self-publishing tools for codification of the City's code.
- In-depth research, vetting and compilation of recommendations to address the housing crisis, need for wired broadband to every house and business in Fruita, and increased communication with the public.

This list is only a sample of some, but not all the accomplishments in 2021. Highlights of accomplishments by area of operation are contained in this document. As noted, each year, we continue to stay focused, consistent and deliberate in our efforts.

Introduction

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 2022, having completed an incredible amount of community engagement, long-term planning and focus on implementing priorities. We continue to reflect on the same giant flywheel which 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

For the fourth year in a row, Fruita’s local economy experienced a record-breaking year in the collection of local City sales tax revenue, reflecting the success of our local businesses and strengthening the City’s largest form of revenue utilized for providing quality, core services to our residents, businesses, and guests. At the time of this letter, we have received City sales tax data through July 2021, and we are trending 15.8 percent higher than the same period in our record year of 2020. Following decreases in 2020 for the areas of lodging tax and user fees at the Community Center, these categories are now back on the rise.

A snapshot of fiscal indicators includes the following.

- City Sales tax revenues are trending 15.7% higher in 2021 than 2020 (2020 was 24% higher than 2019).
- County sales tax revenues are trending 22% higher in 2021 over 2020 (2020 was 5% higher than 2019).
- Use tax on vehicles is trending 16% higher in 2021 over 2020 (2020 was 1% higher than 2019).
- Use tax on building materials trending 4% lower in 2021 than in 2020 (2020 was 43% higher than 2019).
- Lodging tax is trending 115% higher in 2021 over 2020 and 129% over 2019 during the same period (2020 was 30% lower than 2019).
- The County-wide public safety tax passed in the November 2017 election relieving the burden of funding the 911 Communication Center is trending 25% higher in 2021 over 2020. These funds have assisted in the expenses of an additional officer in 2021 and the implementation of body-worn cameras.

Budget Highlights

Introduction

The local economy continues to grow and thrive, the city received exceptional reviews from residents in the 2021 community survey, and the organization is prioritizing resident feedback into this proposed budget to continue to improve in areas of priority to our residents. The 2022 proposed budget prioritizes these efforts. A detailed overview of the budget is provided for each fund and department throughout this budget document. These sections cover in detail the services, programs and projects budgeted, including goals and performance measures. The Budget Overview section provides a helpful summary of all funds. Some of the highlights I would like to note are below.

- Significant investments in capital infrastructure:
 - Completion of Pine Street Bridge replacement,
 - Maple Street Bridge replacement,
 - Maple St. sewer replacement between McCune and Highway 6&50,
 - Increased funding for streets and sidewalks improvements or repairs,
 - Right-of-way acquisition for Fremont St. Corridor,
 - Peach St. storm drain,
 - Office renovations at Civic Center,
 - Complete renovation of Reed Park including improved and new amenities,
 - Improvements to the Fruita Bike Park,
 - Playground replacement at Prospector Park,
 - Completion of the Railroad crossing at 16 Rd, and
 - Significant improvements at the wastewater reclamation facility and H2S mitigation,
 - Installation of two fast Electric Vehicle Charging Stations at the Fruita Civic Center,
 - Connecting to and housing access to a broadband internet connection.
- Improvements at the Fruita community Center:
 - \$450,000 in aquatics maintenance and replacements including replacement of the indoor pool filter, UV system for the indoor pool and hot tub, perimeter deck drains for the indoor pool, new panels for indoor pool climbing wall,
 - Replacement of a Stairmaster and 5 indoor cycles, and
 - New equipment including a free motion coach bike and a hip abductor machine.
- Funding an average 4.5% market rate adjustment in pay (based upon each position and market rate analysis).

Introduction

- 4.5% increase in employee health insurance costs.
- Providing employees with an additional 1.5% retirement contribution if the employee matches.
- New fulltime positions: Communications & Engagement Specialist and Engineering Technician.
- Conversion of Parks part-time position to full-time Parks Maintenance Worker, Public Works seasonal position to fulltime Maintenance Worker, and other reclassifications in Police Records and Administration.
- Continued Implementation of body-worn cameras for sworn Police Officers.
- \$20,000 to fund equipment rental and running the 2022 Municipal election.
- General Fund contingency is funded 100% from current year revenue at \$300,000.
- 15% of General Fund capital projects are funded from current year revenues with the remaining \$4.8 million funded through fund balance
- Necessary and increased maintenance costs and funding vehicle and equipment replacements.

Respectfully Submitted,

Mike Bennett
City Manager

Introduction

ELECTED OFFICIALS

Joel Kincaid, Mayor

Councilmembers

Lori Buck, Mayor Pro-Tem

Matthew Breman

Kyle Harvey

Ken Kreie

Karen Leonhart

Heather O'Brien

STAFF OFFICIALS

Michael Bennett, City Manager

Dave Krouse, Chief of Police

Dan Caris, Planning and Development Director

Kimberly Bullen, Public Works Director

Marc Mancuso, Parks and Recreation Director

Sam Atkins, City Engineer

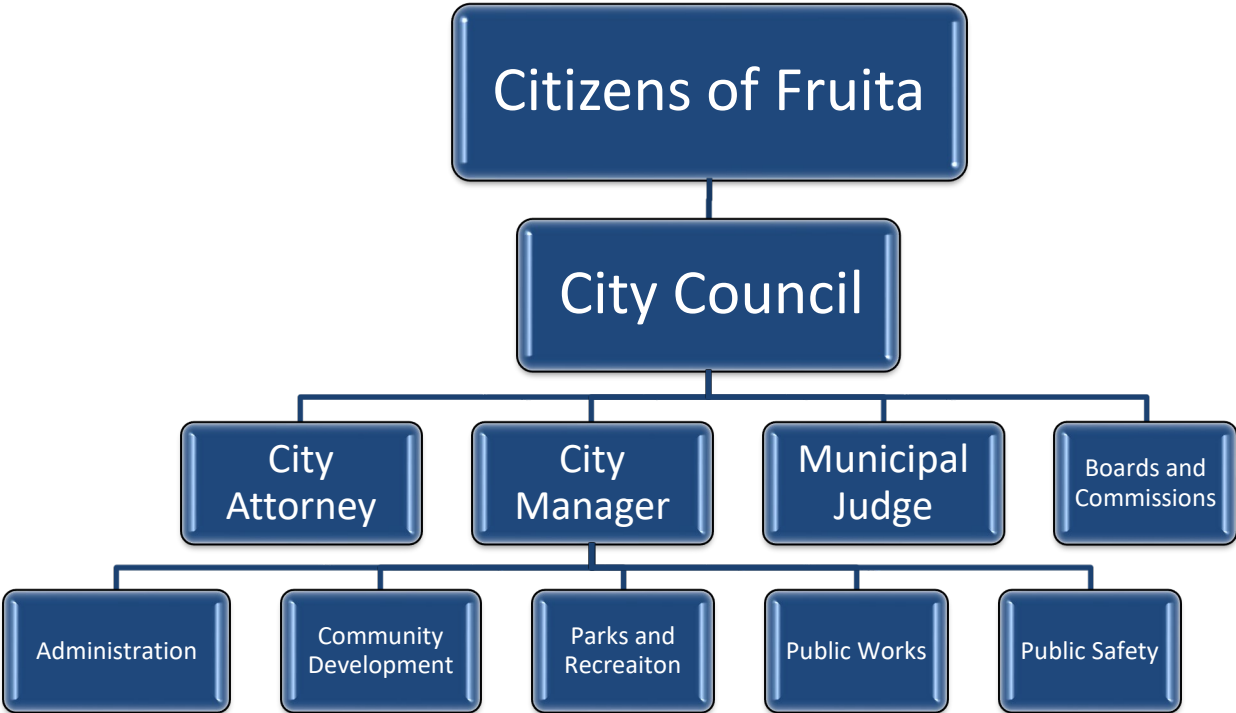
Odette Brach, Human Resource Director

Margaret Sell, City Clerk/Finance Director

Shannon Vassen, Assistant to the City Manager

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.

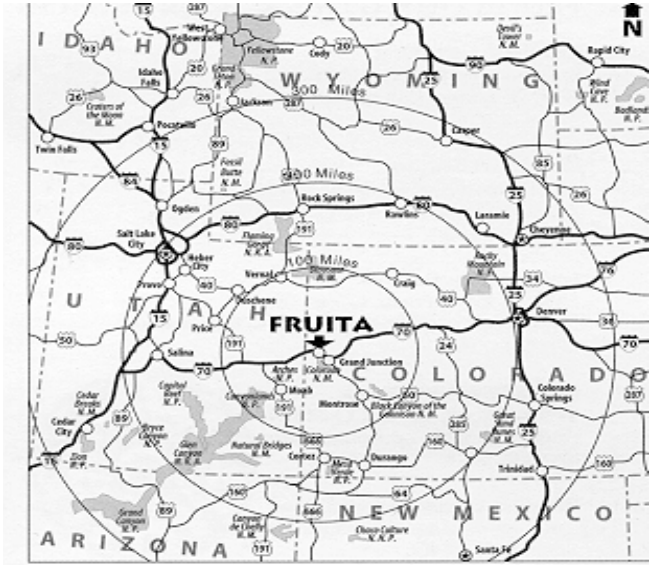
Why Fruita? Most of all it’s the familiar faces you will see while watching your kids in youth sports or shopping for groceries, who make you feel right at home and part of a real community. Evening walks amidst the laughter of children playing and neighbors chatting while the sun sets amidst the backdrop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



Introduction



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.



Introduction

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.



Introduction

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, knee boarding 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, Board of Adjustments, Historic Preservation Board, Parks and Recreation Advisory Board, Downtown Advisory Board, Police Commission, Livability 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 is an international destination for mountain biking and cycling and is a gateway or jumping off point for the Colorado National Monument, Moab and other national parks. These visitors have economic impacts in local restaurants, hotels, short term rentals, bike shops, and other specialty retailers. Fruita has developed a brand and community identity around cycling and other outdoor recreation. Fruita’s approach to economic development focuses on expanding existing businesses while also making Fruita an attractive place to live and do business. Rather than compete with Grand Junction, Fruita is strategic in recruiting businesses that are well-suited for the Fruita community. Fruita is experiencing an increase in remote workers who live and work in Fruita but are tied to other employers or other regional economies through communications technology. The majority of employed Fruita residents work in Grand Junction—between 55–60%. A few large employers are located in Fruita including FHE and Family Health West.



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, the new Monument Ridge Elementary which opened in 2020, the Fruita Middle School, Fruita 8/9 School, and Fruita Monument High

Introduction

School. The City of Fruita is located in Mesa County School District #51.

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

Demographics

PEOPLE		
Population estimates, July 1, 2019, (V2019)		13,478
Population estimates base, April 1, 2010, (V2019)		12,689
Population, percent change - April 1, 2010 (estimates base) to July 1, 2019, (V2019)		6.20%
Population, Census, April 1, 2020		13,395
Population, Census, April 1, 2010		12,646
AGE AND SEX		
Persons under 5 years, percent		5.20%
Persons under 18 years, percent		26.10%
Persons 65 years and over, percent		18.20%
Female persons, percent		54.20%
RACE AND HISPANIC ORIGIN		
White alone, percent		92.70%
Black or African American alone, percent	(a)	0.00%
American Indian and Alaska Native alone, percent	(a)	4.00%
Asian alone, percent	(a)	0.50%
Native Hawaiian and Other Pacific Islander alone, percent	(a)	0.10%
Two or More Races, percent		2.10%
Hispanic or Latino, percent	(b)	13.00%
White alone, not Hispanic or Latino, percent		81.50%
POPULATION CHARACTERISTICS		
Veterans, 2015-2019		915
Foreign born persons, percent, 2015-2019		1.80%
HOUSING		
Owner-occupied housing unit rate, 2015-2019		70.90%
Median value of owner-occupied housing units, 2015-2019		\$223,500

Introduction

Median selected monthly owner costs -with a mortgage, 2015-2019	\$1,258
Median selected monthly owner costs -without a mortgage, 2015-2019	\$367
Median gross rent, 2015-2019	\$1,169
FAMILIES AND LIVING ARRANGEMENTS	
Households, 2015-2019	5,275
Persons per household, 2015-2019	2.49
Living in same house 1 year ago, percent of persons age 1 year+, 2015-2019	83.90%
Language other than English spoken at home, percent of persons age 5 years+, 2015-2019	8.30%
COMPUTER AND INTERNET USE	
Households with a computer, percent, 2015-2019	92.30%
Households with a broadband Internet subscription, percent, 2015-2019	84.60%
EDUCATION	
High school graduate or higher, percent of persons age 25 years+, 2015-2019	90.60%
Bachelor's degree or higher, percent of persons age 25 years+, 2015-2019	23.60%
HEALTH	
With a disability, under age 65 years, percent, 2015-2019	5.40%
Persons without health insurance, under age 65 years, percent	14.60%
ECONOMY	
In civilian labor force, total, percent of population age 16 years+, 2015-2019	63.80%
In civilian labor force, female, percent of population age 16 years+, 2015-2019	56.80%
Total accommodation and food services sales, 2012 (\$1,000)	(c) 16,525
Total retail sales, 2012 (\$1,000)	(c) 107,049
Total retail sales per capita, 2012	(c) \$8,432
TRANSPORTATION	
Mean travel time to work (minutes), workers age 16 years+, 2015-2019	19.7
INCOME AND POVERTY	
Median household income (in 2019 dollars), 2015-2019	\$58,531
Per capita income in past 12 months (in 2019 dollars), 2015-2019	\$24,874
Persons in poverty, percent	12.50%
BUSINESSES	

Introduction

All firms, 2012	1,019
Men-owned firms, 2012	502
Women-owned firms, 2012	391
Minority-owned firms, 2012	80
Nonminority-owned firms, 2012	882
Veteran-owned firms, 2012	105
Nonveteran-owned firms, 2012	828
Population per square mile, 2010	1,777
Land area in square miles, 2010	7.12
FIPS Code	"0828745"

NOTE: FIPS Code values are enclosed in quotes to ensure leading zeros remain intact.

Fact Notes

- (a) Includes persons reporting only one race
Hispanics may be of any race, so also are included in applicable
- (b) race categories
- (c) Economic Census - Puerto Rico data are not comparable to U.S.
Economic Census data

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 budget is the plan by which financial policy is made, implemented and controlled. The City Charter, State Constitution and state laws provide the basic legal requirements and time-lines for the process. Financial stability is creating a balance in the City's efforts to achieve desired outcomes while keeping expenses in line with revenues. This means not only working to balance today's budget, but also keeping in view future needs and opportunities as the City strives to be an excellent steward of the public trust.

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.

Considerations for budget development include:

- Assess community needs, priorities, challenges and opportunities to ensure that resources are directed in a manner consistent with this assessment. Available tools including citizen survey, action plan and community plan.
- Evaluate community condition, external factors, opportunities and challenges to gain understanding of issues and trends affecting the City. This can include economic and financial factors, demographic trends, legal or regulatory issues, social and cultural trends, intergovernmental issues, technological change and physical and environmental factors
- Assess services, programs and capital assets and identify issues, needs, opportunities and challenges.
- Evaluate strengths and weaknesses of the organizational structure and provision of internal needs and support systems.

Policies and Procedures

BUDGET CALENDAR

Jan-May Capital Projects. Departments work on preparation of capital project requests including updates to existing projects in the 5 year CIP and addition of new projects. A CIP Project Request Form shall be completed/updated for each project and include a project description, justification, cost, funding source(s), year proposed and impact of the project on operating budgets. Requests are submitted to the Engineering Department by June 1 for review and prioritization by the Capital Projects Review Team.

May - June Capital Projects Review Team – Review, evaluate prioritize capital projects and make recommendations to the City Manager.

Leadership Team – General budget discussions regarding significant changes, challenges, and opportunities; submit personnel and reclassification requests, requests for capital equipment including IT needs and coordination of vehicle and equipment replacement with fleet division, review of budget calendar.

Human Resources – Conduct market survey (every other year) and make recommendations on pay plan and classifications to the City Manager/Finance

Budget Analyst– Distribution of budget forms and instructions to departments.

July Department Heads meeting with City Manager/Finance/Budget Analyst

- Review of current year’s budget
- Discussion of following year’s budget – needs, challenges, opportunities, changes
- Update on status of performance measures and additions, deletions to performance measures.

City Council Workshop -

- Overview of budget process and budget calendar
- General budget discussions, significant changes, challenges, opportunities.

Budget Analyst – Prepare revenue estimates

Department Heads – Deadline to enter operating budget requests, capital equipment requests, personnel requests, and submit draft narratives to Finance

Policies and Procedures

<u>August</u>	<p>City Manager/Finance/Budget Analyst /Department Heads. Individual department review of budget request. Prepare draft budget.</p> <p>City Manager/Finance/Budget Analyst – Evaluate revenue and expenditures options to present balanced operating budget to City Council and communicate changes to Department heads.</p> <p>City Manager reviews recommendations and makes final recommendations on inclusion of capital projects in the proposed budget and 5-year CIP</p> <p>Engineering – Prepare 5 year CIP</p>
<u>September</u>	<p>Department Heads – Update/modify narratives as necessary to reflect any changes to requested budget</p> <p>Finance/ Budget Analyst. Prepare draft budget and present to City Council for review at workshop</p> <p>City Council workshop – overview of proposed budget</p>
<u>October.</u>	<p>Presentations and discussions on draft budget with City Council</p>
<u>November.</u>	<p>Public Hearing on proposed budget</p>
<u>December.</u>	<p>Final Adoption of Budget, Fees and Charges, and Property Tax Mill Levy.</p>

Policies and Procedures

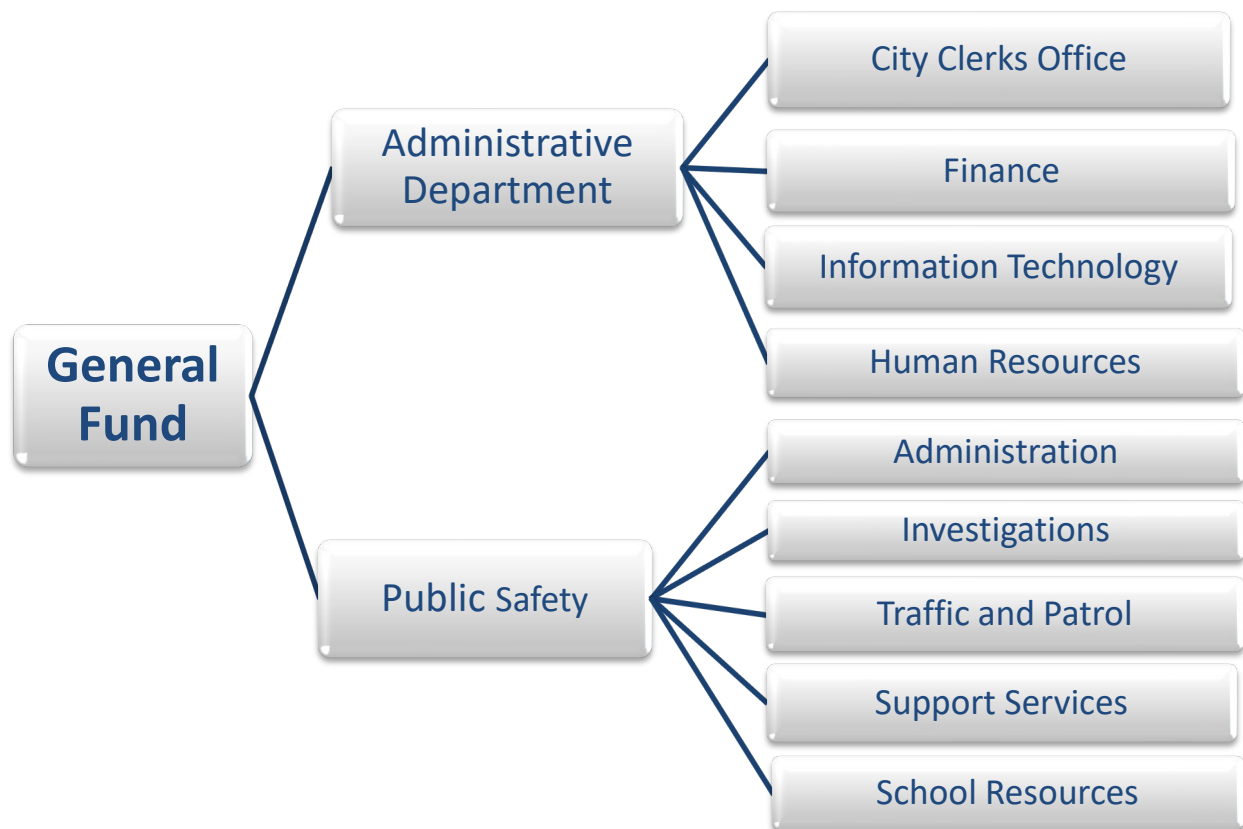
BUDGET GUIDE

The Annual Budget is an operational and financial plan designed to account for the provision 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.

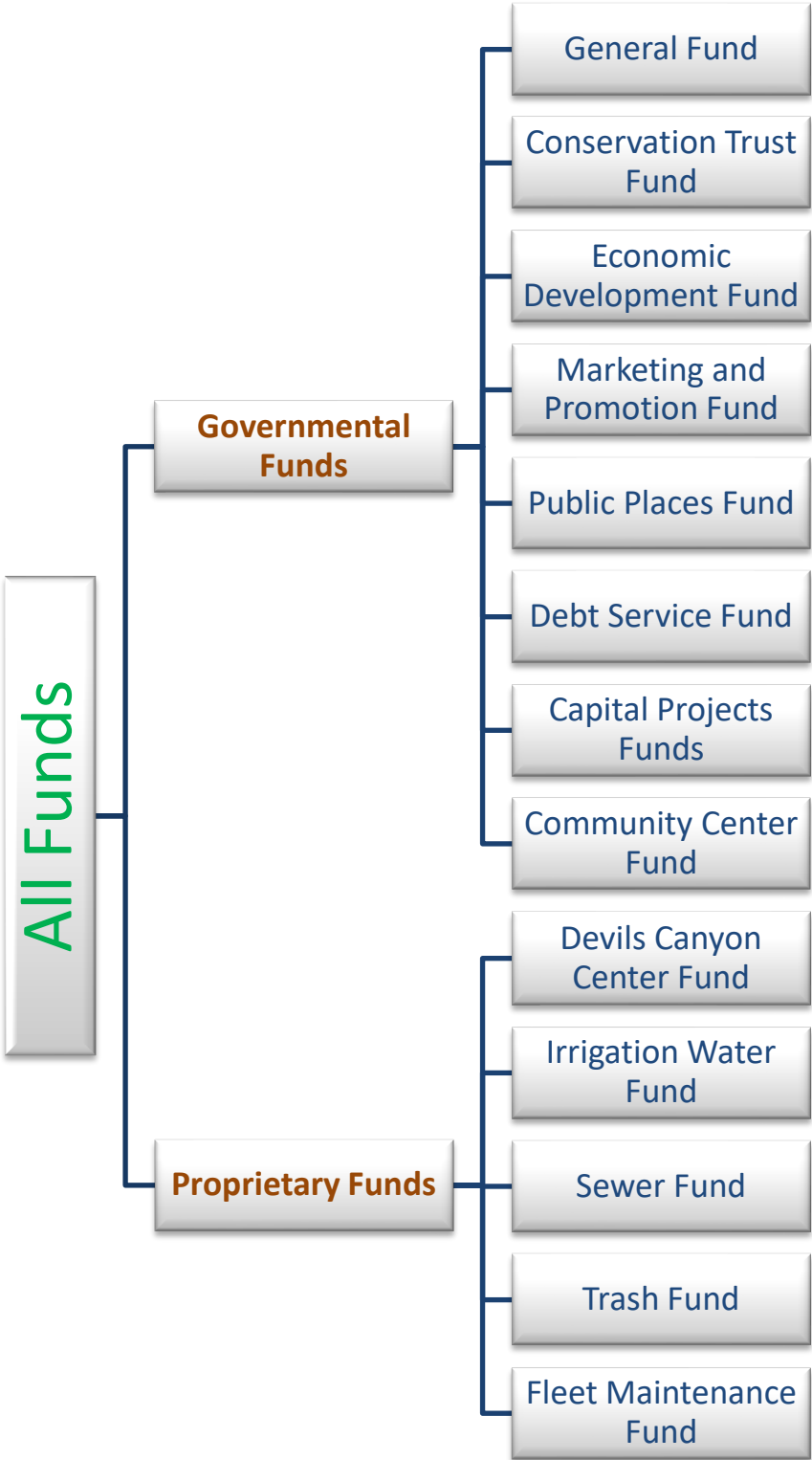
Each FUND contains a summary of all fund expenditures, each DEPARTMENT contains a summary of the program expenditures and each PROGRAM contains a summary of the program expenses, a narrative on the purpose of the program, goals and objectives, performance measurements, prior year accomplishments, current year budget highlights and line item budget information.

Example:



Policies and Procedures

FUND TYPES



Policies and Procedures

Governmental Funds

General Fund (110): 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.

Conservation Trust Fund (121): 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.

Economic Development Fund (124): The Economic Development Fund is used to retain, attract and maintain the types of businesses that contribute positively to the local economy. The voter's approved the 3% increase in lodger's tax in April 2020 with an effective date of January 1, 2021 with revenues to be distributed among the Economic Development Fund and the Public Spaces Fund as deemed appropriate by the City Council. The remaining 3% of the total 6% lodger's tax is allocated to the Marketing and Promotion Fund.

Marketing and Promotion Fund (125): The Marketing and Promotion Fund is used to account for the revenues and expenses associated with the 3% 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.

Public Places Fund (126): The Public Places Fund (Parks, Trails, Open Space and Public Places Fund) is used to finance the acquisition, construction and maintenance of open space, trails, and public places within and outside the City. The Public Places Fund, along with the Economic Development Fund, were created in 2020 to account for the 3% increase in lodger's tax revenues received by the City. The remaining 3% of the total 6% lodger's tax is allocated to the Marketing and Promotion Fund.

Community Center Fund (127). 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 on November 4, 2008 for the construction, operation and payment of debt on a new Community Recreation Center.

Capital Projects Fund (130): The Capital Projects Fund is used to account for the construction of capital projects and facilities not associated with specific enterprise or proprietary funds.

Debt Service Fund (140): 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 2019A Series Sales and Use Tax Refunding and Improvement Bonds issued for the Community Recreation Center.

Policies and Procedures

Proprietary Funds

Devils Canyon Center Fund (210): 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.

Irrigation Water Fund (211): 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 (212): The City operates a wastewater treatment and collection system. This fund is used to account for the revenues and expenses associated with the system. The sewer system is funded by revenues received from charges for service.

Trash Fund (215): 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.

Fleet Maintenance Fund (220): 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. Proprietary funds are maintained on a full accrual basis.

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.

Policies and Procedures

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 financial stability. Financial stability is creating a balance between achieving desired outcomes while keeping expenses in line with revenues. This means not only working to balance the current budget, but keeping a view of the future needs and opportunities of the City. The financial policies are reviewed and updated annually to ensure their applicability towards achievement of the City’s goals.

Balanced Operating Budget

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

Fund Balance Policies

A top priority of the City Council is to keep the City in good fiscal health. Revenue projections are conservative and authorized expenditures are closely monitored. In stable economic times, the combination of these two strategies lead to revenue collections higher than actual expenditures. The accumulation of these fund balances and reserves protects the City from uncontrollable increases in expenditures or unforeseen reductions in revenue, or a combination of the two. It also allows for the prudent financing of capital construction and replacement projects.

Restricted Fund Balances. Reserves that are required by law or contract are considered restricted and are not available for other uses. The City has the following restricted fund balances.

General Fund TABOR Emergency Reserves. An emergency reserve in the amount of 3% of the Fiscal Year Spending Limit, excluding debt service, as required by 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

Policies and Procedures

in salaries and benefits.

General Fund Public Safety Reserves. Mesa County voters approved a Public Safety Tax of .37% on November 7, 2017. The Fruita Police Department receives 4.01% of the public safety tax collected by Mesa County for the purpose of public safety needs. The City of Fruita has dedicated this tax to the payment of charges for the Dispatch Communication Center with any additional revenues used for other public safety needs. Funds received, but not used are placed in the public safety reserve for future use. The 2022 Budget includes use of these funds of \$435,000 for one police officer position (new hire in 2021) in the amount of \$98,236, Dispatch fees of \$284,100, and \$15,600 in capital equipment purchases with the remaining \$37,164 added to the Public Safety Reserve for future use.

Bond and Loan Reserves. The City of Fruita is required, pursuant to loan and bond documents, to set aside funds for long-term debt as follows:

- Sewer Fund - This reserve is required pursuant to the Loan for the Wastewater Reclamation Facility from the Colorado Water Resources and Power Development Authority (CWRPDA). An *Operations and Maintenance Reserve Fund* is required in the amount of 3 months (25%) of operation and maintenance expenses, excluding depreciation as set forth in the current fiscal year and a *Special Fund* for the deposit of revenues in equal monthly amounts of loan payments coming due.
- Debt Service Reserve Fund – This reserve is required pursuant to the Sales and Use Tax Revenue Refunding and Improvement Bonds, Series 2019 issued for the Fruita Community Center in the amount of \$748,200.

Streets. Interest earnings on chip and seal fees collected from developers are restricted in use for the purpose for which they are were collected pursuant to 29-1-803 C.R.S.

Committed Fund Balances. Committed fund balances represent a self-imposed limitation on the use of fund balances and requires approval of the City Council to use these balances or change the funding policy.

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. Any use of operating reserves shall be approved by the Fruita City Council and should be replaced as soon as possible after use in order to avoid negative impacts on the City’s fiscal stability and cash flow management. Operating reserves are maintained in the General Fund and Community Center Fund in an amount equal to 25% of the current years’ operating expenses, excluding capital equipment and transfers to other funds.

Assigned Fund Balances. Assigned fund balances represents intentional constraints placed on resources within fund balance. Authority to identify intended use of assigned funds is delegated to the City Manager or his designee.

Capital Equipment Replacement Fund (CERF). The CERF reserve amounts are based on a 10 to 15 year replacement schedule for mobile equipment owned by the City. The difference

Policies and Procedures

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. The following are 2022 annual funding requirements and uses for the CERF.

- General Fund - \$400,000 annual funding – The 2022 Budget includes \$162,000 budgeted for replacement of equipment with a \$238,000 addition to the reserve for a balance of \$1,351,353 at year end.
- Community Center Fund - \$5,700 annual funding – The 2022 Budget includes a vehicle equipment replacement reserve with the addition of \$5,700 to the reserve for a total reserve amount of \$17,100 at year end.
- Irrigation Water Fund - \$3,200 annual funding – The 2022 Budget includes a vehicle equipment replacement reserve with the addition of \$3,200 to the reserve for a total reserve amount of \$6,400 at year end.
- Sewer Fund - \$59,000 annual funding – The 2022 Budget includes a \$59,000 addition to the CERF for replacement of vehicles and equipment for a total reserve amount of \$466,177 at year end.

Building and Equipment Replacement Reserve. These funds are set aside for the purpose of acquiring equipment and building improvements for the Community Center and Wastewater Reclamation Facilities.

- Community Center Fund - \$1,000,000 total funding – The funding goal of \$1,000,000 was reached in 2019 and provides \$1 million for future facility improvements.
- Sewer Fund - \$750,000 total funding - A *Wastewater Treatment Plant and equipment reserve* is established for emergency and future replacement of equipment at the wastewater reclamation facility at a base amount of \$750,00. The 2022 Budget includes a reduction of this amount from \$1.1 million to \$750,000 based on evaluation of wastewater reclamation facility needs.

Health Insurance Reserve. This reserve was established with refunds received by the City for lower than anticipated health insurance claims as part of a risk/reward health insurance program. These funds are designated for the purpose of offsetting health insurance costs or supplemental health insurance programs. The reserve amount is \$328,468 at year end.

Other Assigned Fund Balances.

- General Fund – Other assigned fund balances in the General Fund in the amount of \$57,736 include:
 - Art Acquisition Fund – Funds raised by the Arts and Culture Board and other donations for the purpose of acquiring public art

Policies and Procedures

- Scholarship Program – Revenues from \$1 surcharge on all recreation program activities for funding scholarships for recreation programs, activities, and admissions for those unable to otherwise afford these programs.
- War Memorial Maintenance – Fund created with the creation of the Vietnam War Memorial located at the Colorado Welcome Center for future maintenance costs associated with the memorial.
- Court Appointed Counsel – Revenues from a Misdemeanor Fee to offset costs of court appointed counsel in Municipal Court.
- Sewer Fund – Other assigned fund balances in the Sewer Fund include:
 - Future expansion – Beginning in 2022, the plant investment fees are assigned for future expansion and improvements to the sewer collection and treatment system. This amount is budgeted at \$385,000 in 2022.

Unassigned Fund Balance. This is the residual classification of the General Fund and includes all spendable amounts not included in other classifications.

Capital Policies

Capital expenditures are defined as expenses on items which have a useful life in excess of three years and a cost of \$1,000 or more. Repair and maintenance expenditures are considered capital if the expenditure results in an increase in future benefits that are expected to be derived from using the capital items and there has been an extension to the capital item’s useful life as a result of the repairs and maintenance. Capital expenditures include both capital equipment and capital projects.

Capital Projects consist of new construction, expansion, or major maintenance or rehabilitation project for existing infrastructure or facility. Projects should have a total cost of at least \$50,000 over the life of the project and an economic life of at least five years. Project costs can include the cost of land, engineering, architectural planning and other contract services needed to complete the project. Capital projects are included in the Capital Projects Fund for governmental type activities and in the individual fund for business type activities such as the Sewer Fund.

Capital Equipment includes new or replacement equipment including vehicles, mobile equipment, office equipment, furniture, fixtures, computer hardware and software, artwork, building equipment and furnishings, and equipment necessary for operations. Capital equipment is typically included in the operating budget in the fund, department and program that receive benefit by the purchase of the equipment. Some capital equipment may be included in the Capital Projects Fund if installation or construction costs are a significant part of putting the capital equipment into service for use.

Five Year Capital Improvement Plan. The Capital Improvement Plan (CIP) of the City is a long-term planning tool intended to allow for prioritization, financing coordination including grant opportunities, and timely design of projects and programs to better serve the citizens of Fruita. The five year Capital Improvement Plan (CIP) is prepared and updated on an annual basis. Revenue sources for each project will be identified in the Plan as well as

Policies and Procedures

ongoing operating requirements for each capital project.

Capital Funding Policy.

- General Fund - The goal of the City’s capital funding policy is to dedicate 10% of current year General Fund revenues, excluding one-time/non-recurring revenues, to capital funding. This includes funding of new capital equipment and transfers for capital projects. Additionally, unassigned fund balance in the General Fund may be used to fund capital projects.
- Sewer Fund – Plant investment fees collected for wastewater treatment and collection are set aside, beginning in 2022, for future expansion of the treatment and collection system.

Debt Policies

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

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

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

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

Revenue Policies

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

Property Taxes - Statutory and Constitutional Limitations. Due to imposition of limitations on

Policies and Procedures

the mill levy and tax revenues through statutory and constitutional requirements, the mill levy has remained constant for the last 12 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.

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 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.

Policies and Procedures



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

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.

Policies and Procedures

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 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

Revenues for all funds for 2022 are budgeted at \$33.4 million and expenditures are budgeted at \$38.2 million (including transfers of \$8.1 million). The 2022 Budget includes the use of \$4.8 million in available funds.

SUMMARY BY SOURCE/USE

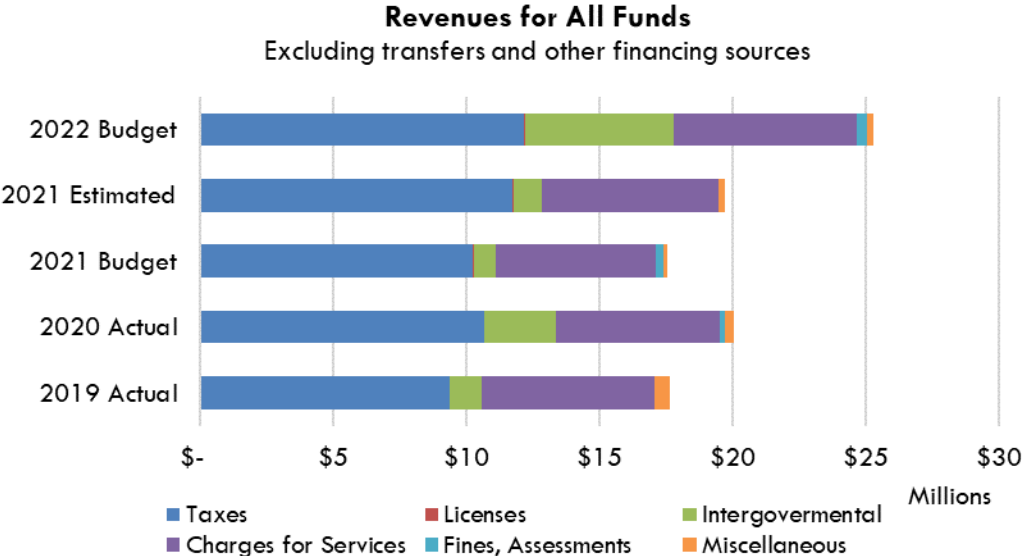
	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Revenues							
Taxes	\$ 9,357,824	\$ 10,664,466	\$ 10,241,600	\$ 11,746,300	\$ 11,746,300	\$ 12,184,300	19%
Licenses	33,886	31,610	31,450	34,500	34,500	32,700	4%
Intergovernmental	1,191,061	2,677,806	856,500	1,063,065	1,063,065	5,564,500	550%
Charges for Services	6,478,518	6,173,201	5,971,775	6,626,350	6,626,350	6,910,400	16%
Fines, Assessments	21,343	177,355	286,000	17,000	17,000	343,200	20%
Miscellaneous	569,999	332,776	160,550	238,805	238,805	247,350	54%
Subtotal - Revenues	\$ 17,652,631	\$ 20,057,214	\$ 17,547,875	\$ 19,726,020	\$ 19,726,020	\$ 25,282,450	44%
Transfers In	1,820,390	1,692,232	4,442,300	2,773,775	2,773,775	8,124,925	83%
Other Financing Sources	11,364,061	-	37,000	74,050	74,050	-	-100%
Total Revenues	\$ 30,837,082	\$ 21,749,446	\$ 22,027,175	\$ 22,573,845	\$ 22,573,845	\$ 33,407,375	52%
Expenses							
Personnel, salaries	\$ 5,033,346	\$ 5,012,298	\$ 5,762,150	\$ 5,629,425	\$ 5,629,425	\$ 6,446,600	12%
Personnel, benefits	1,693,829	1,817,513	2,122,025	2,128,650	2,128,650	2,400,975	13%
Purchased Prof Srvcs	489,235	350,534	724,575	876,650	876,650	968,300	34%
Purchased PropServices	842,227	1,082,019	1,101,475	1,095,525	1,095,525	1,418,420	29%
Other Purchased Services	1,472,535	1,474,592	1,602,990	1,632,520	1,632,520	1,716,850	7%
Supplies	1,259,366	1,220,828	1,317,800	1,349,745	1,349,745	1,515,000	15%
Contingency	-	-	377,800	325,800	325,800	2,215,005	486%
Special Projects	301,124	743,791	178,700	430,755	430,755	175,100	-2%
Subtotal - Operating Exp	\$ 11,091,662	\$ 11,701,575	\$ 13,187,515	\$ 13,469,070	\$ 13,469,070	\$ 16,856,250	28%
Capital Projects & Equip	1,565,768	3,911,573	4,753,900	3,277,425	3,277,425	11,217,675	136%
Debt Service	14,421,431	2,030,568	2,094,350	1,913,800	1,913,800	1,960,300	-6%
Other Financing Uses	39,954	-	-	-	-	-	N/A
Transfers Out	1,820,390	1,683,260	4,442,300	2,773,775	2,773,775	8,124,925	83%
Total Expenses - All Funds	\$ 28,939,205	\$ 19,326,976	\$ 24,478,065	\$ 21,434,070	\$ 21,434,070	\$ 38,159,150	56%
Chg in Available Funds	\$ 1,897,877	\$ 2,422,470	\$ (2,450,890)	\$ 1,139,775	\$ 1,139,775	\$ (4,751,775)	94%

Budget Overview

REVENUES AND EXPENSES

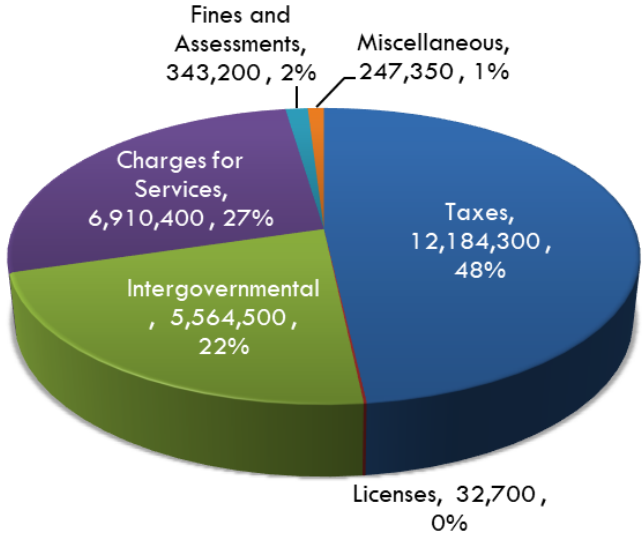
Revenues

Revenues of \$25.3 million (excluding transfers from other funds and other financing sources) are budgeted to increase 44% in 2022 from the 2021 budgeted revenues and 28% from 2021 estimated revenues. The two most significant factors contributing to this increase are a 19% increase in tax revenues and a 550% increase in intergovernmental revenues (grants).



The following graph shows the percentage of revenues from each major revenue source in 2022.

2022 Revenues - \$25.3 million
Excludes Other Financing Sources and Transfers from Other Funds



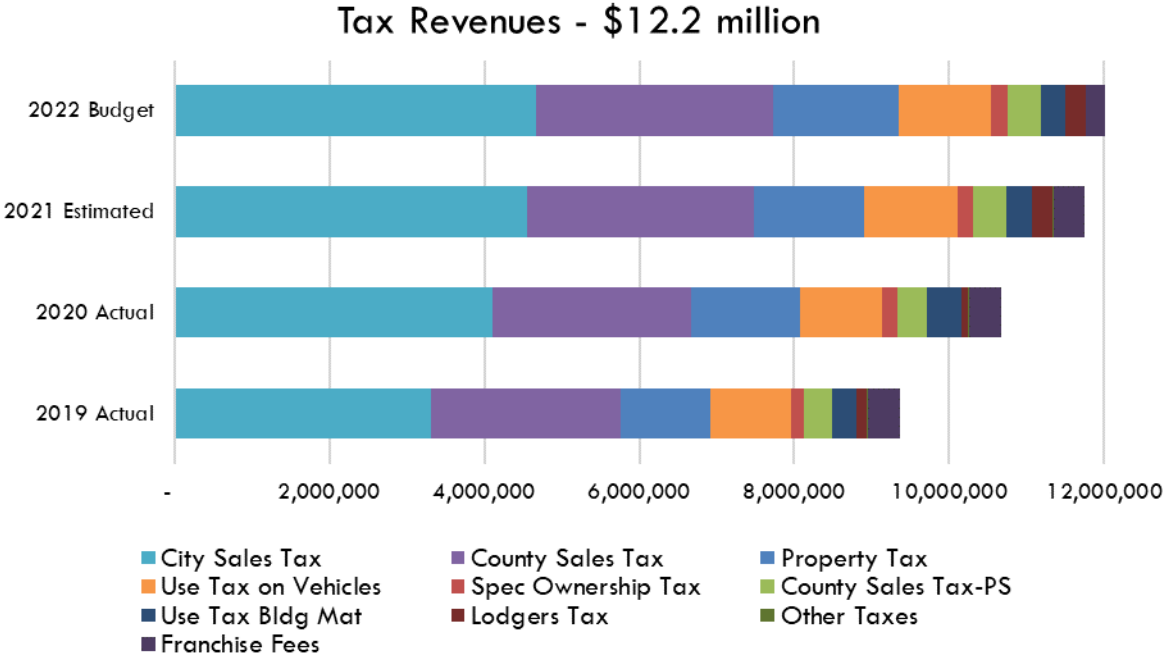
Budget Overview

Taxes

Taxes at \$12.2 million represent 48% of revenue received by the City (excluding transfers and other financing sources). Tax revenues are budgeted to increase 19% from the 2021 Budget and 4% from the 2021 estimated revenues.

The largest source of tax revenues is the 3% city sales tax. This revenue is allocated to the General Fund (2/3) and Community Center Fund (1/3) and is budgeted to increase 2.5% from 2021 estimated revenues but represents a 21% increase over the 2021 adopted budget.

These increases continued from the prior year with the sales tax regulation changes requiring out-of-state retailers to collect and remit sales tax, a return to some degree of normalcy from COVID related restrictions and pandemic concerns affecting brick and mortar businesses and food establishments, and a robust return of tourism activity with its' related economic activity.



Charges for Services

Charges for services of \$6.9 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.

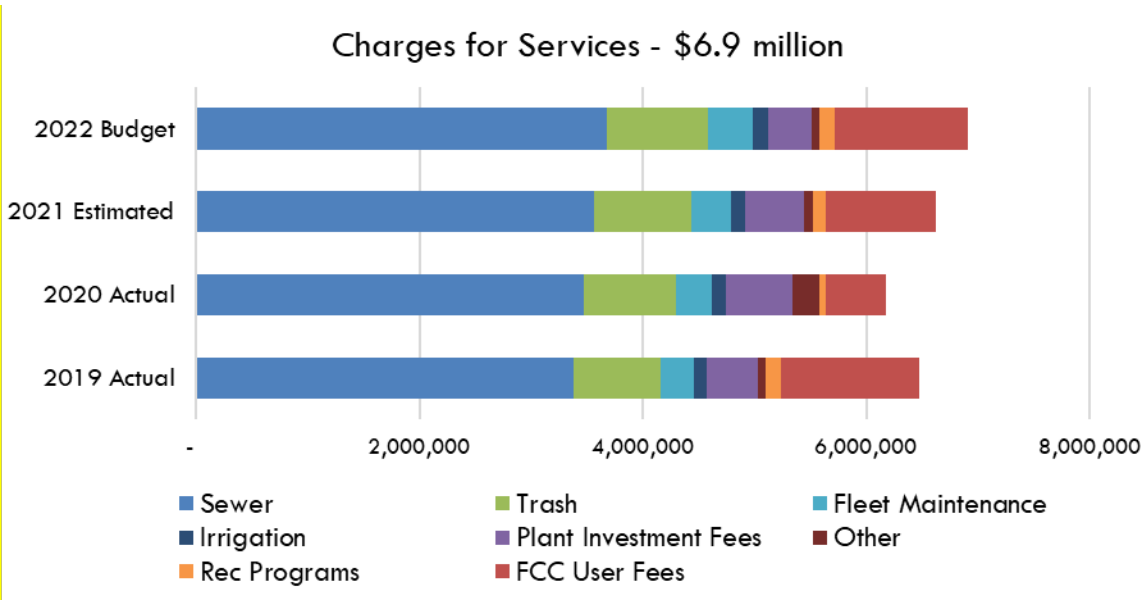
Charges for services account for 27% of the total revenues and are projected to increase 16% from the 2021 Budget and 4% from the 2021 estimated revenues. The driving factors behind this increase are continued recovery in Community Center facility use and recreation programs, and

Budget Overview

increases in charges for sewer, trash and irrigation services.

Increases in fees and charges in the 2022 Budget include the following:

- Monthly trash collection charge increase of \$0.55 from \$14.75 to \$15.30 and approximate 3% increases in other trash related services.
- Monthly sewer charge increase of \$2 from \$48 to \$50 and approximate 4% increases in other sewer related charges.
- Annual irrigation water maintenance fee increase of \$10 from \$140 to \$150 per year.



Intergovernmental Revenues

Intergovernmental revenues of \$5.6 million are budgeted to increase 550% from the 2021 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 related to grant revenues which fluctuate from year to year.

The following is a table of the various grant revenues of \$4.8 million included in the 2022 Budget. A number of these grants are not confirmed at this time and adjustments will be made to the budget if the City is not successful in obtaining these grants.

Budget Overview

Grant Program	Purpose	Amount
America Rescue Plan*	Mulberry Street Outdoor Seating	225,000
America Rescue Plan	Broadband Connections	100,000
America Rescue Plan*	Sludge Removal WWTF	250,000
America Rescue Plan*	H2S Odor Control	800,000
Energy Impact Grant	Mulberry Street Design	25,000
Energy Impact Grant**	Broadband Connections	100,000
Energy Impact Grant**	Civic Center Improvements	600,000
CDOT Grant**	Maple Street Bridge	1,760,000
GOCO Grant**	Reed Park Improvements	900,000
Federal Mineral Lease Grant	16 Road Rail Crossing	50,000
Total Grants		4,810,000
<i>* Eligibility of project for use of funds needs to be confirmed</i>		
<i>**Grant awards have not been confirmed</i>		

Transfers from Other Funds

Transfers of \$8.1 million reflect revenue from one fund of the City being transferred to another fund of the City. Primarily this consists of funds transferred to the Capital Projects Fund and Debt Service Funds for capital projects and bond payments.

Fines and Assessments

Fines and assessments of \$343,200 include revenue from tickets and municipal court of \$17,300 and the use of development impact fees of \$325,900 for capital projects.

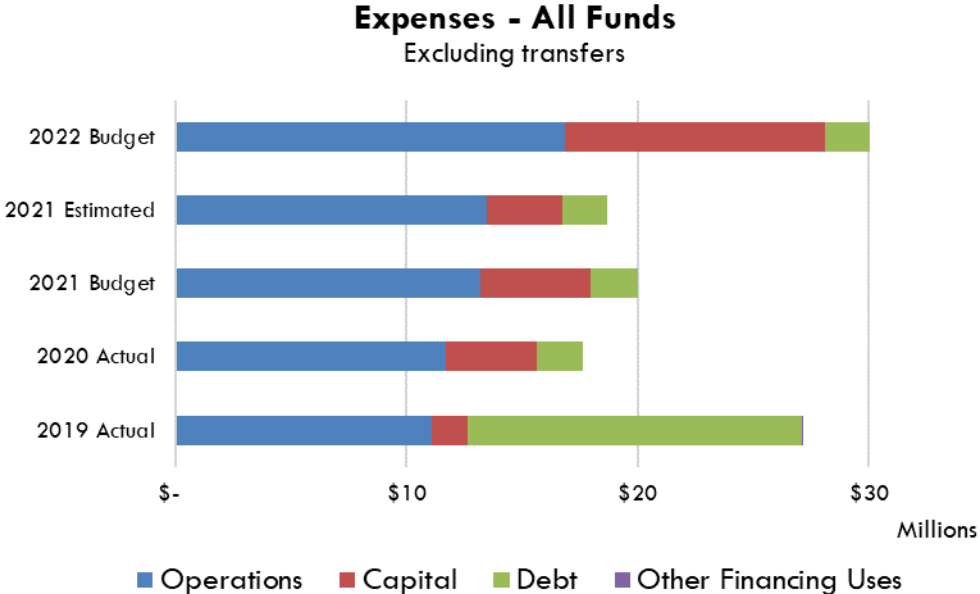
Miscellaneous Revenue

Miscellaneous revenue of \$247,350 includes donations, interest, income from property rentals and leases, and other minor revenues sources. This revenue is budgeted to increase 54% in 2022 due to use of donated revenues for capital projects.

EXPENSES

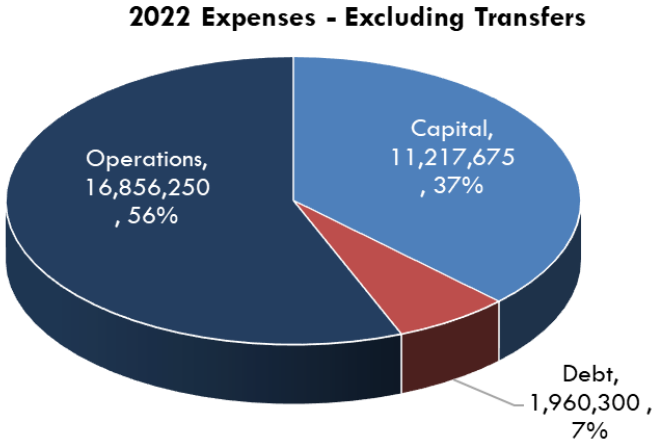
Expenses of \$30 million, net of transfer and other financing sources, are budgeted to increase 50% (\$10 million) from 2021 budgeted expenses.

Budget Overview



Operating Expenses

Operating expenses include 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 \$16.9 million represents 56% of the 2022 budget, excluding transfers, and are budgeted to increase 28% in 2022.



Personnel Services. Salaries and benefits account for 52% of the operating budget and are budgeted to increase 12% from the 2021 Budget. This increase includes market adjustments for employee compensation, new and reclassified positions, and increases in health insurance premiums and retirement benefits.

The 2022 Budget includes the following changes in personnel:

- Communications and Engagement Specialist
- Engineering Technician
- Conversion of an existing part time parks worker to a full time position
- Conversion of an existing public works maintenance worker to a full time position
- Reclassification of existing positions

Budget Overview

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

City of Fruita Staffing - Manhours by Fund					
	2018	2019	2020	2021	2022
	Actual	Actual	Actual	Budget	Budget
General Fund					
Full time manhours	104,469	106,420	109,218	111,615	122,255
Part time manhours	17,464	17,903	12,291	19,972	18,543
Overtime	2,402	2,882	2,780	3,263	3,073
Total Manhours	124,335	127,205	124,289	134,850	143,871
FTE's	59.78	61.16	59.75	64.83	69.17
Marketing and Promotion Fund					
Full time manhours	374	431	447	416	410
Total Manhours	374	431	447	416	410
FTE's	0.18	0.21	0.21	0.20	0.20
Fruita Community Center Fund					
Full time manhours	12,962	15,789	17,528	16,640	17,680
Part time manhours	55,258	53,090	36,008	48,901	55,102
Overtime	1,088	964	219	770	950
Total Manhours	69,308	69,843	53,755	66,311	73,732
FTE's	33.32	33.58	25.84	31.88	35.45
Irrigation Water Fund					
Full time manhours	1,920	2,164	2,219	2,036	2,016
Part time manhours	228	751	48	260	260
Overtime	37	41	41	60	35
Total Manhours	2,185	2,956	2,308	2,356	2,311
FTE's	1.05	1.42	1.11	1.13	1.11
Sewer Fund					
Full time manhours	21,340	23,050	23,130	23,183	23,199
Part time manhours	498	-	-	780	780
Overtime	365	483	414	467	465
Total Manhours	22,203	23,533	23,544	24,430	24,444
FTE's	10.67	11.31	11.32	11.75	11.75
Fleet Maintenance Fund					
Full time manhours	5,480	5,969	6,437	6,280	6,280
Part time manhours	-	-	-	-	-
Overtime	64	102	21	75	75
Total Manhours	5,544	6,071	6,458	6,355	6,355
FTE's	2.67	2.92	3.10	3.06	3.06
Total City of Fruita					
Full time manhours	146,545	153,823	158,979	160,170	171,840
Part time manhours	73,448	71,744	48,347	69,913	74,685
Overtime	3,956	4,472	3,475	4,635	4,598
Total Manhours	223,949	230,039	210,801	234,718	251,123
FTE's	107.67	110.60	101.35	112.85	120.73

Budget Overview

Purchased Services. Purchased services of \$4.1million account for 24% of the 2022 operational expenses for the City and is up 20% compared to the 2021 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.

Supplies. Supplies account for 15% of the operational expenses for the City and reflect an increase of 9% from the 2021 budget. Supplies include office supplies, tools and equipment, postage, fuel, electrical and gas services, uniforms and safety equipment.

Contingency. Contingency funds of \$2.2 million represent 13% of the 2022 Budget. 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. A 486% increase in budgeted contingency funds reflect the allocation of additional contingency funds to offset unconfirmed grant revenues that may not be awarded.

Special Projects. Special projects of \$175,100 represent 1% of the 2022 Budget. Special projects include contributions to other agencies, the annual fireworks display, transportation/bus services, support of boards and commissions, and non-recurring projects.

Debt Service

Debt service principal and interest payments of \$2 million represents 7% of the 2022 Budget, net of transfers. Long term debt of the City includes the 2019 Refunding and Improvement Bonds issued for the Fruita Community Center and a loan from the Colorado Water Resources and Power Development Authority for construction of the wastewater reclamation facility. The following table summarizes the long-term debt of the City.

CONSOLIDATED DEBT SCHEDULE					
	Original Debt	Outstanding Principal	Outstanding Interest	Total Debt Outstanding	2022 P & I Payments
FCC Bonds	10,115,000	9,445,000	3,983,800	13,428,800	742,800
WWTF Loan	21,830,000	14,705,000	742,070	15,447,070	1,217,500
Total	31,945,000	24,150,000	4,725,870	28,875,870	1,960,300

Budget Overview

Capital Expenses

Capital expenses of \$11.2 million accounts for 37% of the 2022 Budget, excluding transfers to other funds and include both capital equipment and capital project expenses. Capital equipment expenses includes the purchase of new equipment and replacement of existing equipment with funds designated for that purpose (CERF – Capital Equipment Replacement Funds). The 2022 budget includes \$162,000 in replacement equipment and \$704,175 in new equipment purchases. Capital project expenses of \$10.8 million (including \$459,900 in engineering and design costs) include various projects for roads, parks, trails, sewer collection and treatment, irrigation distribution and building improvement. The following is a summary of the various capital equipment and capital projects included in the 2022 Budget.

CAPITAL EQUIPMENT			
Description			Budgeted Amount
Mobile Equipment			
CERF	110	Dump Truck	90,000
CERF	110	Trucks 4 x 4 with dump bed	72,000
<i>Subtotal Mobile Equipment</i>			162,000
Computer Equipment			
	110	Annual Computer Equipment - General Fund	35,225
	212	Annual Computer Equipment - Sewer Fund	3,000
<i>Subtotal Computer Equipment</i>			38,225
Furniture and Equipment			
	110	Wireless headsets	15,000
	110	Tasers (4)	6,000
	110	Water meters	5,500
	110	Inclinometer	9,000
	121	Playground equipment	100,000
	127	Aquatics equipment	442,000
	127	Fitness equipment	27,050
	127	Building maintenance equipment	16,000
	211	Irrigation meters	2,400
	212	GPS utility locator	14,000
	212	Valve actuator/exerciser	12,000
	220	Diagnostic scanner and software	17,000
<i>Subtotal Furniture and Equipment</i>			665,950
TOTAL CAPITAL EQUIPMENT			\$866,175

Budget Overview

CAPITAL PROJECTS			Budgeted Amount
Capital Projects			Budgeted Amount
110	Sidewalk Replacement		100,000
130	Electric vehicle charging station		125,000
130	Mulberry Street outdoor seating		500,000
130	Broadband connections		200,000
130	16 Road Rail Crossing		190,000
130	Maple street improvements		130,300
130	Overlay program		242,200
130	Pine Street bridge		2,124,900
130	Fremont Street land acquisition		410,000
130	Maple street bridge		2,200,000
130	Peach Way drainage improvements		242,000
130	Civic Center improvements		1,300,000
130	Trails design		90,000
130	Reed Park improvements		1,315,000
130	Bike Park improvements		50,000
211	Pabor Way irrigation line improvements		5,000
212	Sludge Removal		250,000
212	Ventilation and Foul Air Treatment		800,000
130	Maple Street sewer line replacement		300,000
212	H2S gas mitigation (manhole replacements)		237,000
TOTAL CAPITAL PROJECTS			\$10,811,400
TOTAL CAPITAL*			\$11,677,575
<i>*Includes \$459,900 in engineering and design services</i>			

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.

The City is projecting that funds available at December 31, 2022 will be \$20.2 million. This is an overall decrease of 20% (\$4.75 million) from the estimated amount available at 12/31/2021.

Budget Overview

The following is a summary of uses and additions to available funds. More detailed information can be found in the individual fund summaries.

2022 Use of/Additions to Fund Balances		
Unassigned	General Fund	(5,367,884)
Unassigned	Community Center Fund	(95,375)
Unassigned	Irrigation Water Fund	(3,200)
Unassigned	Sewer Fund	268,023
		(5,198,436)
Operating Reserve	General Fund	334,045
Operating Reserve	Community Center Fund	89,675
		423,720
CERF	General Fund	238,000
CERF	Community Center Fund	5,700
CERF	Irrigation Water Fund	3,200
CERF	Sewer Fund	59,000
		305,900
Designated - WWTF Equip	Sewer Fund	(362,389)
Designated - Future Expansion	Sewer Fund	385,000
Designated - Pub Safety	General Fund	37,164
		59,775
Restricted - Loan	Sewer Fund	46,766
Restricted - POST	Conservation Trust Fund	(357,700)
Restricted - Econ Dev	Economic Development	(2,500)
Restricted - Public Places	Public Places Fund	(11,000)
Restricted - Streets	Capital Projects Fund	(18,300)
		(342,734)
Use of Fund balances		(4,751,775)

The table on the following page shows the estimated funds available at January 1, 2022 the revenues, operational expenses, net transfers in/out, debt payments, capital expenses, net change in available funds and the estimated funds available at 12/31/2022.

Budget Overview

SUMMARY OF FUNDS AVAILABLE - 2022 BUDGET						
	Estimated Beg Funds Available	Revenues	Expenditures	Change in Available Funds	Ending Funds Available	Capital
Governmental Fund Types						
General	\$14,257,650	\$11,052,425	\$(15,811,100)	\$(4,758,675)	\$9,498,975	\$6,558,850
Conservation Trust	513,432	150,100	(507,800)	(357,700)	155,732	507,800
Economic Dev	67,050	-	(2,500)	(2,500)	64,550	-
Marketing	203,049	143,000	(143,000)	-	203,049	-
Public Places	29,775	131,000	(142,000)	(11,000)	18,775	100,000
Community Center	3,476,803	3,419,400	(3,419,400)	-	3,476,803	485,050
Capital Projects	249,709	11,201,100	(11,219,400)	(18,300)	231,409	9,419,400
Debt Service	757,839	743,200	(743,200)	-	757,839	-
Subtotal	\$ 19,555,307	\$ 26,840,225	\$ (31,988,400)	\$ (5,148,175)	\$ 14,407,132	\$ 17,071,100
Enterprise & Internal Service Funds						
Devils Canyon	\$ 193,093	\$ -	\$ -	\$ -	\$ 193,093	\$ -
Irrigation Water	177,112	139,050	(139,050)	-	177,112	7,400
Sewer	4,860,332	5,117,000	(4,720,600)	396,400	5,256,732	1,616,000
Trash	172,798	910,000	(910,000)	-	172,798	-
Fleet Maintenance	17,605	401,100	(401,100)	-	17,605	17,000
Subtotal	5,420,940	\$ 6,567,150	\$ (6,170,750)	\$ 396,400	\$5,817,340	\$1,640,400
Total - All Fund Types	\$ 24,976,247	\$ 33,407,375	\$ (38,159,150)	\$ (4,751,775)	\$20,224,472	\$18,711,500

General Fund Summary

General Fund Summary

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General Fund Summary

REVENUES AND EXPENSES

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Revenues						
Taxes	7,674,295	8,706,199	8,368,200	9,441,300	9,859,300	18%
Licenses & Permits	33,886	31,610	31,450	34,500	32,700	4%
Intergovernmental Revenue	872,250	1,793,958	595,500	658,050	604,500	2%
Charges for Service	205,727	94,805	143,350	186,300	210,000	46%
Fines & Forfeits	21,226	15,794	17,300	17,000	17,300	0%
Miscellaneous	232,850	190,217	89,050	163,100	78,500	-12%
Transfer/Other Sources	279,050	246,222	287,500	321,900	250,125	-13%
Total Revenues	9,319,284	11,078,805	9,532,350	10,822,150	11,052,425	16%
Expenses						
Personnel Services, Salaries	3,194,220	3,335,865	3,746,150	3,676,750	4,203,400	12%
Personnel Services, Benefits	1,159,314	1,241,782	1,476,675	1,486,870	1,707,875	16%
Purchased Professional Svcs	329,826	260,314	402,025	318,900	385,900	-4%
Purchased Property Services	635,856	860,658	801,575	786,225	1,114,100	39%
Other Purchased Services	496,803	506,586	536,190	525,500	576,350	7%
Supplies	570,346	562,521	626,600	657,950	735,750	17%
Operating Transfers	110,726	107,000	107,000	107,000	107,000	0%
Contingency	65,059	-	265,000	235,000	300,000	13%
Operating Expenses	6,562,150	6,874,726	7,961,215	7,794,195	9,130,375	15%
Capital Equipment (New)	101,505	241,752	252,850	200,675	170,725	-32%
Capital Equipment (CERF)	174,930	270,940	383,000	377,750	162,000	-58%
Special Projects	267,197	653,752	152,200	304,225	130,600	-14%
Capital Project Transfers	461,737	598,286	2,976,625	1,172,150	6,217,400	109%
Total Expenses	7,567,519	8,639,456	11,725,890	9,848,995	15,811,100	35%
Change in available funds	1,751,765	2,439,349	(2,193,540)	973,155	(4,758,675)	117%

FUNDS AVAILABLE

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Beginning Funds Available	9,093,381	10,845,146	11,137,266	13,284,495	14,257,650	28%
Net Change in available funds	1,751,765	2,439,349	(2,193,540)	973,155	(4,758,675)	117%
Ending Funds Available	10,845,146	13,284,495	8,943,726	14,257,650	9,498,975	6%

General Fund Summary

FUNDS AVAILABLE (cont)

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Components of Funds Available						
Nonspendable - Inventory	8,884	6,557	8,884	8,884	8,884	0%
Restricted - TABOR Reserve	400,000	400,000	400,000	400,000	400,000	0%
Restricted - Streets	7,767	8,787	8,000	8,787	8,787	10%
Restricted - Public Safety	167,726	257,766	232,104	300,100	337,264	45%
Assigned - Operating Reserve	1,748,531	1,855,266	2,028,354	1,948,549	2,282,594	13%
Assigned - Capital Projects	172,899	-	-	-	-	N/A
Assigned-Health insurance	328,880	328,468	328,880	328,468	328,468	0%
Assigned-Vehicle replacement	962,043	1,091,103	1,379,043	1,113,353	1,351,353	-2%
Assigned - Other	170,921	93,875	51,028	57,736	57,736	13%
Unassigned	6,877,495	9,242,673	4,507,433	10,091,773	4,723,889	5%
	10,845,146	13,284,495	8,943,726	14,257,650	9,498,975	6%

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Expenses by Department						
General Government	449,757	465,167	538,825	474,465	652,725	21%
Administration	750,088	706,586	841,150	784,425	922,600	10%
Engineering	301,217	327,288	352,750	350,600	473,275	34%
Community Development	292,465	314,463	337,575	349,205	471,825	40%
Public Safety	2,122,225	2,232,016	2,510,075	2,509,675	2,690,725	7%
Public Works	1,269,684	1,534,937	1,541,350	1,533,250	1,860,475	21%
Parks and Recreation	998,858	964,455	1,202,790	1,191,300	1,321,300	10%
Non-departmental	202,071	222,814	264,700	259,275	330,450	25%
Operating Transfers	110,726	107,000	107,000	107,000	107,000	0%
Contingency	65,059	-	265,000	235,000	300,000	13%
Operating Expenses	6,562,150	6,874,726	7,961,215	7,794,195	9,130,375	15%
Capital Outlay	276,435	512,692	635,850	578,425	332,725	-48%
Special Projects	267,197	653,752	152,200	304,225	130,600	-14%
Capital Transfers	461,737	598,286	2,976,625	1,172,150	6,217,400	109%
Total Expenses	7,567,519	8,639,456	11,725,890	9,848,995	15,811,100	35%

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 2022 Operating Expenses, excludes special projects, capital transfers, capital expenses).

Non-Departmental - 8%

- Non-departmental expenses
- Contingency
- Operating Transfers

Public Safety - 30%

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

Public Works - 20%

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

Parks and Recreation 15%

- Administration
- Activities
- Athletics
- Special Events
- Parks

Administration - 10%

- City Clerk
- Finance
- Information Technology
- Human Resources

General Government - 7%

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

Community Development - 5%

- Code Enforcement
- Planning and Zoning

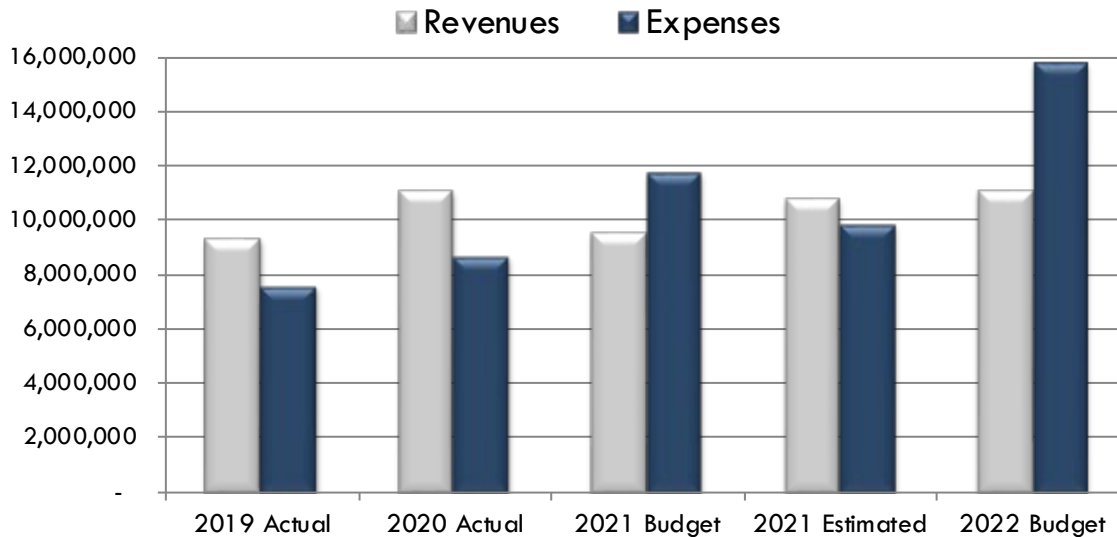
Engineering - 5%

- Administration

General Fund Summary

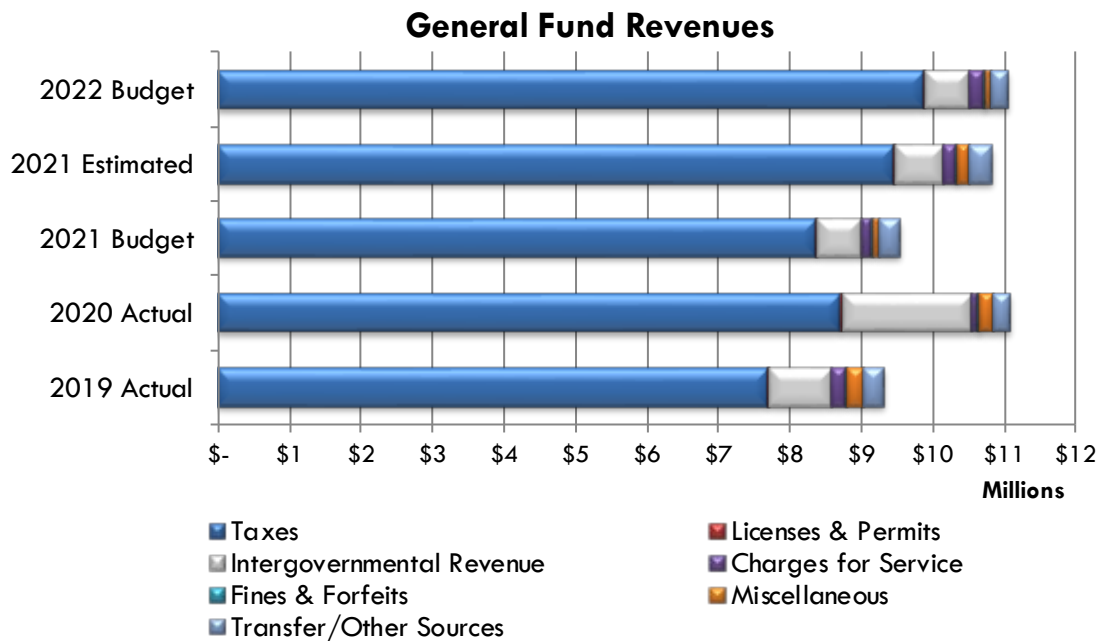
REVENUES AND EXPENSES

General Fund expenses of \$15.8 million are budgeted to exceed revenues of \$11.1 million by \$4.8 million in 2022. This is due to use of available funds for capital projects in 2022.



Revenues

General Fund revenues of \$11.1 million reflect a 16% increase from 2021 budgeted revenues and a 2.13% increase from 2021 estimated revenues.



General Fund Summary

Tax revenues are the most significant source of revenue for the City of Fruita and account for 89% of the total General Fund revenues. Total tax revenues of \$9.9 million are budgeted to increase 18% in 2022 over 2021 budgeted revenues and 4.4% over 2021 estimated revenues. The following is summary of changes in significant revenue sources between the 2021 and 2022 budgeted amounts.

Description	Change from 2021 Budget	Change from 2021 Estimated Amounts	% of Total General Fund Revenues
City sales tax	21%	2.5%	28%
County sales tax	20%	4.6%	28%
Property tax	13%	13.0%	15%
Use tax on vehicles	23%	0%	7%
Franchise fees	5%	5.1%	4%
County sales tax PS (.37%)	16%	0%	4%
Use tax on building materials	5%	0%	2%

City Sales Tax. City sales tax revenue of \$3.1 million is the largest source of General Fund revenue. Two percent of the City's 3% sales tax is included in the General Fund. The remaining one percent of the three percent sales tax is budgeted and accounted for in the Community Center Fund.

The city continued to experience significant increases in city sales tax revenues in 2021, following a strong year in 2020. This was due to several factors, but notably the implementation of legislation requiring payment of sales tax on delivered products.

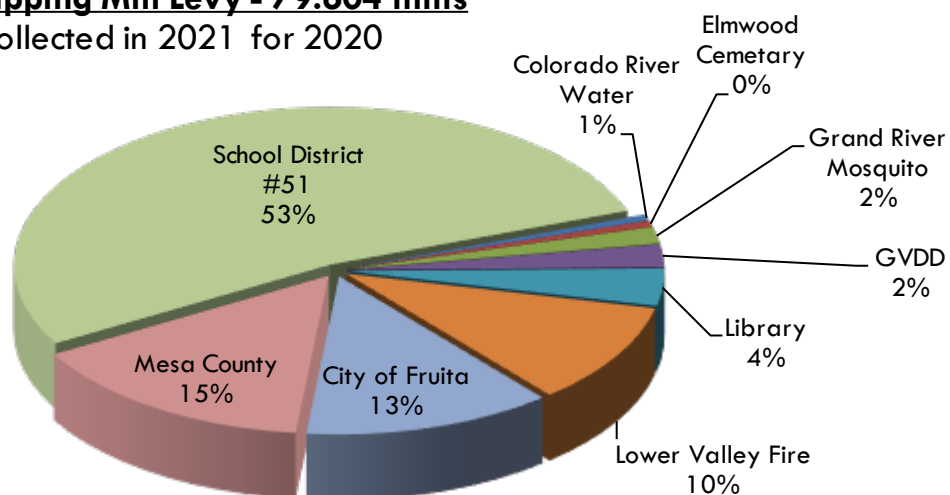
County Sales Tax. County sales tax revenue of \$3 million represents 1/10th of \$.01 of the \$.02 County sales tax received by the City of Fruita.

Property Tax. Revenue from property tax of \$1.6 million is budgeted to increase 13%. The assessed valuation of property in the City increased \$18.4 million from \$141.4 million to \$159.9 million. This increase is due to new construction of \$1.96 million and \$16.5 million in increased valuations of property. The mill levy assessed by the City for collection in 2021 remains unchanged at 10.146 mills.

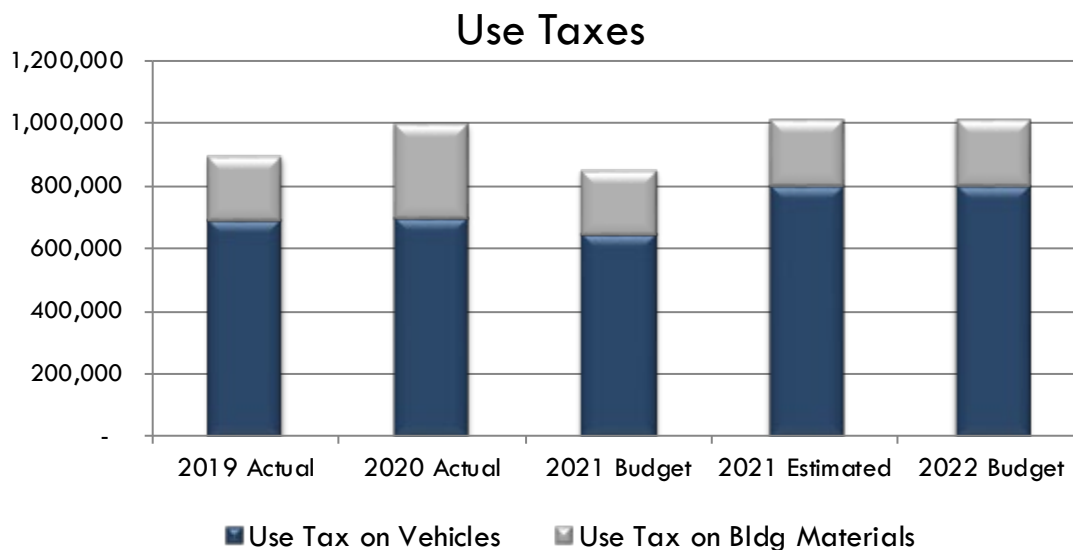
The overlapping mill levy (total of property taxes levied by all taxing jurisdictions) for collection in 2021 for Fruita residents was 79.604 mills. Information on the 2021 overlapping mill levy (collected in 2022) is not available at this time. The City of Fruita received 13% of the total property tax paid by property owners in 2021.

General Fund Summary

Overlapping Mill Levy - 79.604 mills collected in 2021 for 2020



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



Franchise Fees. The City also receives franchise revenues from Xcel Energy and Grand Valley Rural Power on revenues from the sale of gas and electricity and from Charter Communications for cable television services. The City's franchise fee is 3% of revenues on the respective utilities. Franchise fees are paid by utility companies for use of the City's streets and rights of way for placement of service lines. The franchise agreements with Xcel Energy Service and Grand Valley Rural Power were renegotiated in 2002 and will be renegotiated in 2022. The cable television franchise

General Fund Summary

agreement was renegotiated in 2016 and the fee was increased from 2.5% to 3.0%. Franchise revenues are budgeted to increase 5% from 2021 budgeted revenues and increase 5% from 2021 estimated revenues.

County Public Safety sales tax – This tax went into effect January 1, 2018, for the purposes of public safety needs. The 2022 budget of \$435,000 is projected to increase 16% from the 2021 Budget, and no change from 2021 estimated revenues. The tax is used to cover the shared costs for the communication dispatch (911) center of \$284,100, \$92,000 is allocated to continued funding of a new police officer position created in 2021, and \$22,000 for ongoing costs to implement and store data from the body-worn camera program, and the remaining balance of \$36,900 restricted for future public safety expenses.

Intergovernmental Revenues. Intergovernmental revenues of \$604,500 includes revenue from other governmental agencies and are projected to increase 2% from the 2021 Budget and decrease 8%% from 2021 estimated revenues. This decrease is a result of one-time revenues received in 2021 (grant funds) not received in 2022. Other intergovernmental revenues include the following:

Highway User's Tax Fund (HUTF). The most significant source of intergovernmental revenue in 2022 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. These revenues are required to be used for maintenance of streets within the City.

HUTF revenues are budgeted to increase 18% from the 2021 budgeted revenue and 13% from 2021 estimated revenues. A temporary reduction in FASTER fees (SB21-260) will be offset through a reimbursement of this lost revenue using the American Rescue Plan Act funding.

Severance/Mineral Lease Tax. Severance and mineral lease tax revenues of \$60,000 are budgeted to decrease 45% from 2021 budgeted revenue and decrease 5% from 2021 estimated revenues. 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. Severance tax and mineral lease funds can be used for any municipal purpose.

Charges for Services. Charges for services of \$210,000 are budgeted to increase 46% from the 2022 Budget and increase 13% over 2021 estimated revenues. The increase is primarily related to charges for park rentals, recreation programs, and special events, as well as penalty charges for late utility payments, which were temporarily reduced due to the COVID pandemic in both 2020 and 2021. Other charges for services include planning fees.

Fines, Forfeits and Assessments. Fines, forfeits and assessments of \$17,300 are budgeted to remain flat from 2021 Budgeted revenues and increase 2% from 2021 estimated revenues. These revenues are from assessments for violation of municipal and state laws issued by the Fruita Police

General Fund Summary

Department, including court costs.

Licenses and permits. Licenses and permits are budgeted to increase 4% from the 2021 Budget and decrease 5% from 2021 estimated revenues. 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 \$78,050 include interest earnings, donations, rents on lands and water, and miscellaneous revenue and are budgeted to decrease 12% from the 2021 Budget and decrease 69% from 2021 estimated revenues. This decrease is primarily due to reductions in interest earnings and a decrease in fund raising donations for the artwork in the SH340 roundabouts.

Transfers from Other Funds. Transfers from other funds of \$250,500 are budgeted to remain flat 2022. Transfers from other funds include transfers from enterprise funds of \$244,500 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. The 2022 Budget also includes a transfer from the Community Center Fund to reimburse the General Fund for Parks labor costs for maintenance of the grounds for the Community Center.

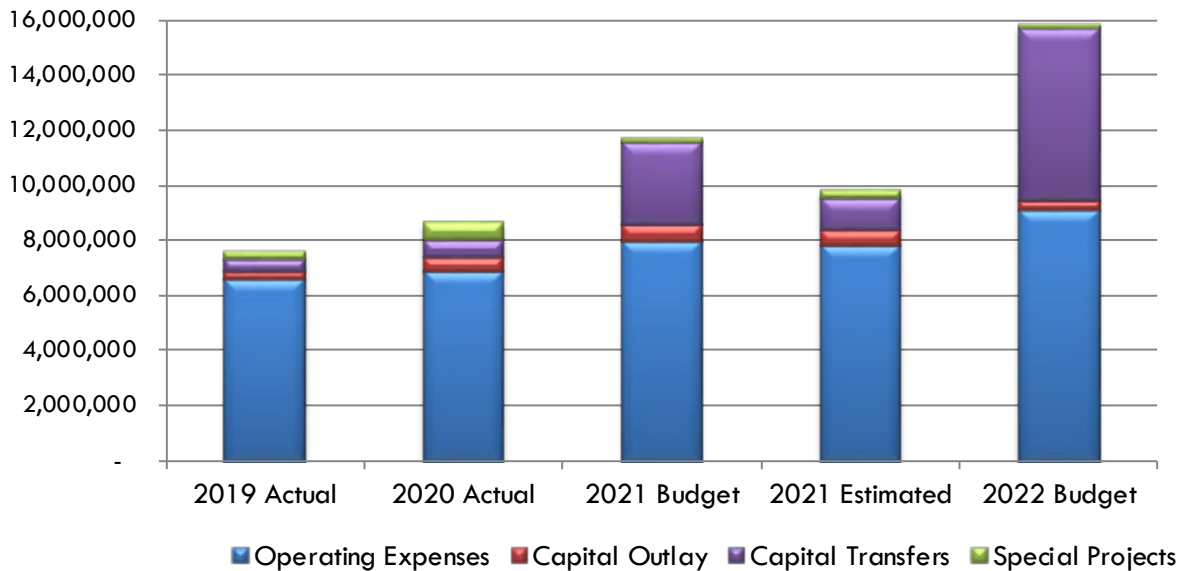
Other Financing Sources. There is no revenue from other financing services anticipated in the 2022 Budget.

Expenses

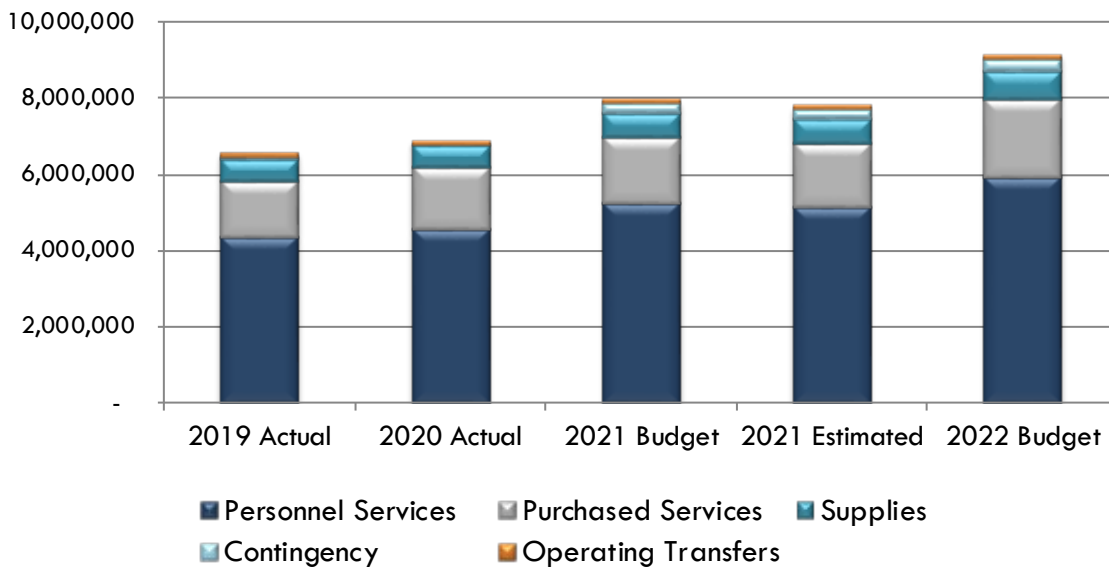
General Fund expenses of \$15.8 million are budgeted to increase 35% in 2022 from the 2021 Budget and 60% from 2021 estimated expenses. Expenses include operational expenses and capital expenses, including transfers to the Capital Projects Fund.

- Operational expenses of \$9.1 million are budgeted to increase 15% over the 2021 Budget and 17% from 2021 estimated expenses.
- Capital expenses of \$6.5 million, including transfers to the Capital Projects Fund, are budgeted to increase 81% over the 2021 Budget and 274% over 2021 estimated expenses. This is due to changes in capital projects scheduled for 2022.

General Fund Summary

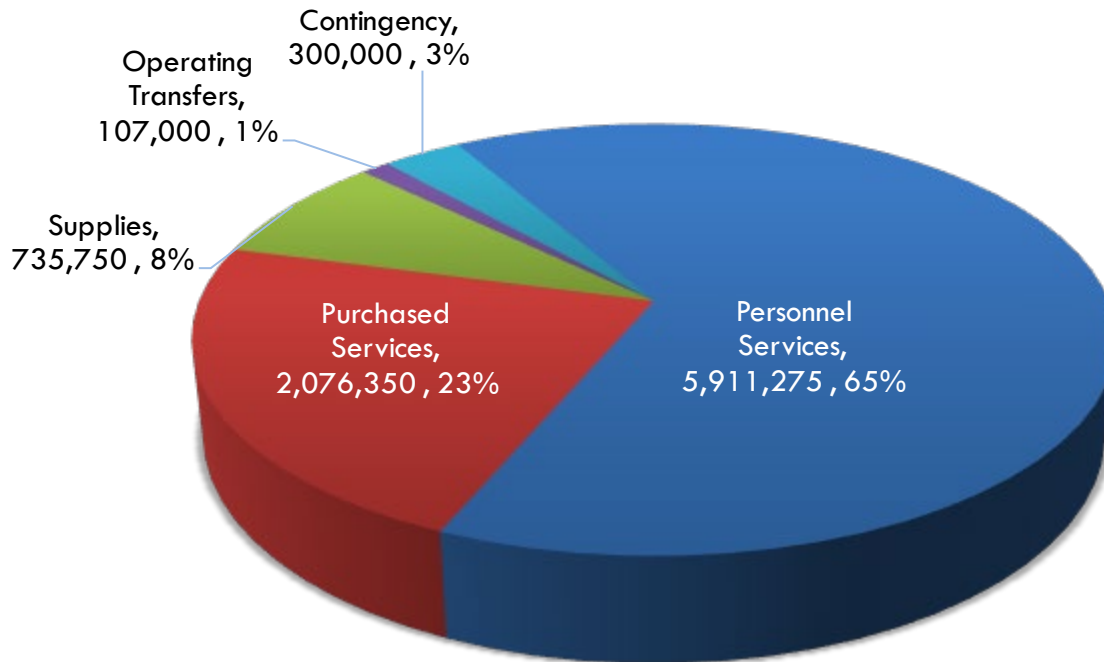


Operating expenses. Operating expenses of \$9.1 million reflect a 15% increase over 2021 budgeted expenses and account for 58% of the total 2022 General Fund budget. The following chart shows the history of General Fund operating expenses.



General Fund Summary

2022 Operating Expenses - \$9.1 million



Personnel Services. Personnel services of \$5.9 million account for 65% of the operating expenses. This amount includes salaries, benefits and taxes for city staff and is budgeted to increase 12% in 2022. Significant changes in personnel services for the 2022 Budget include:

- A market increase in compensation for City personnel. The increase is based upon the changes in the market pay for city positions, based on the annual survey compiled by the Colorado Municipal League of municipalities in Colorado.
- Reclassifications of positions.
- Converting two seasonal positions to full-time, one Parks Maintenance Worker and a Public Works Maintenance Worker.
- Two new full time positions in the General Fund:
 - Engineering Technician
 - Communications and Engagement Specialist
- An 4.5% increase in employee health insurance coverage.
- An additional matching contribution of up to 1 ½ % to employee's retirement funds

Purchased Services. Purchased services of \$2.1 million account for 23% of the operating expenses. Purchased services are budgeted to increase 19% from the 2021 Budget. Significant changes in

General Fund Summary

purchased services include:

- Decrease:
 - Community Survey expenses – as the survey is only completed every four years.
 - Reduction in one-time implementation fees for Lexipol and Axon (Body Cameras).
 - Legal Fees are budgeted to decrease 8% from the 2021 Budget with the completion of the Land Use Code updates.
- Increases for:
 - Online Development Review Software - \$72,500
 - Property/Casualty/ Liability Insurance increase of 10% - \$17,225
 - Equipment rentals increase of 86% to offset the need to purchase capital equipment that is used infrequently - \$11,300
 - Fleet Maintenance Charges for the General Fund are budgeted to increase \$28,925 (9%) due to increased labor and supply costs for maintenance of vehicles and equipment.
 - Services contracts for IT services, street striping (2 years), elevator maintenance, and work order system.
 - Chip sealing and patching of residential streets - \$100,000
 - Mountain Water Line and Reservoir Repairs - \$11,000
 - Dispatch services of 8% - \$19,900

Supplies. Supplies of \$735,750 are budgeted to increase \$109,150 (17%) in 2022. This increase is due to:

- Election supplies for 2022 regular municipal election - \$22,000
- Increase in utility costs for buildings, parks and street lighting - \$18,250
- Parks and open space fuel, supplies and equipment, and landscaping supplies - \$41,500.

Operating Transfers. Operating transfers of \$107,000 include a transfer of \$95,000 from the General Fund to the Community Center Fund for recreation programs at the Fruita Community Center and a transfer of lease revenue from the I-70 billboard of \$12,000 to the Marketing and Promotion Fund

Contingency. Contingency Funds of \$300,000 are budgeted for potential use in 2022. An operational contingency fund of 3.4% of the General Fund operating expenses is budgeted in 2022 for unanticipated expenses and/or revenue shortfalls.

Special Projects. Special Projects of \$130,600 are budgeted to decrease 14% in 2022. Special projects change from year to year. Projects in the 2022 Budget include:

- Fireworks display - \$30,000
- Transportation services - \$46,100
- Recreation scholarship and Fruita Youth Initiative programs - \$11,000

General Fund Summary

- Board and commission expenses - \$3,500
- Miscellaneous contributions to other agencies - \$40,000

Capital Expenses. Purchase of capital equipment and transfers to the Capital Projects Fund of \$6.6 million represents 41% of the 2022 General Fund Budget.

Capital Equipment. The 2022 Budget includes \$332,725 in capital acquisitions. This includes \$162,000 in vehicle/equipment replacements and \$170,725 in new capital acquisitions. Below is a summary of capital equipment acquisitions in the General Fund.

Status	Equipment Description	De	Amount
Replacement	Truck, 4 x 4 with dump bed	PW	\$ 72,000
	Dump Truck	PW	90,000
	<i>Subtotal Replacement Equipment</i>		<i>\$ 162,000</i>
New	Sidewalk replacements	PW	\$ 100,000
	Computer Equipment	IT	25,625
	Computer Equipment	PD	9,600
	Wireless headsets	PW	15,000
	Water meters	PW	5,500
	Inclinometer	EN	9,000
	Tasers (4)	PD	6,000
	<i>Subtotal New Equipment</i>		<i>\$ 170,725</i>
Grand total			\$ 332,725

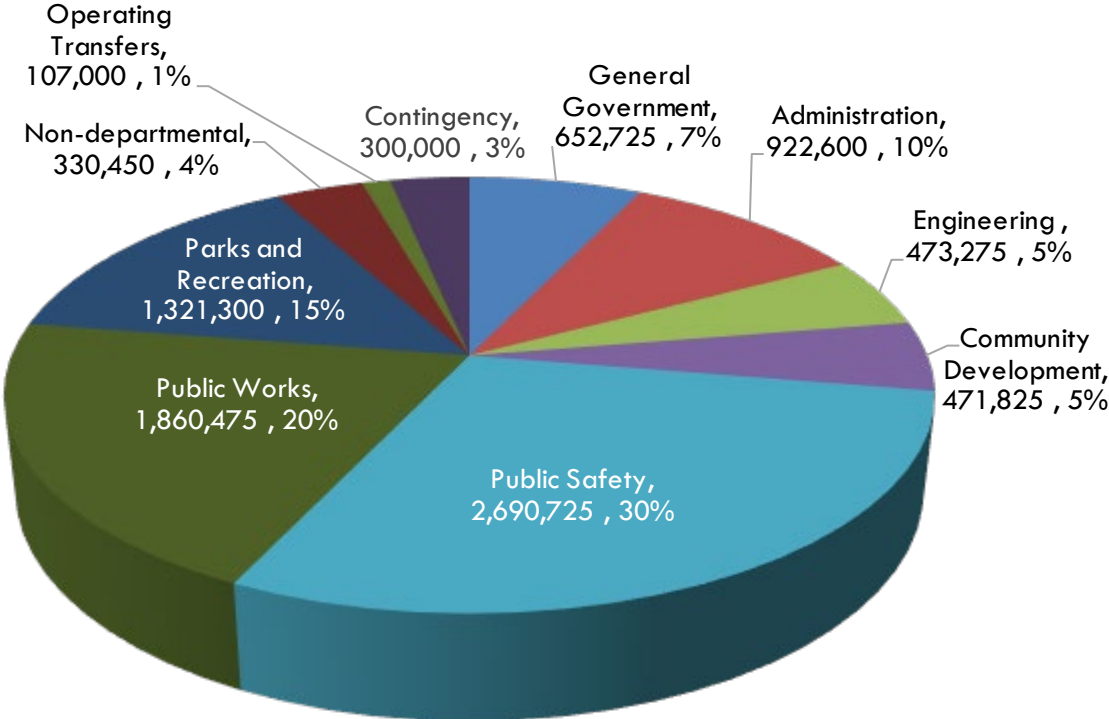
Capital Project Transfers. Transfers from the General Fund to the Capital Projects Fund are budgeted at \$6.2 million in 2022. Details about the Capital Projects can be found in the Capital Projects Fund.

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

2022 Operating Expenses of \$9.1 million- by Department



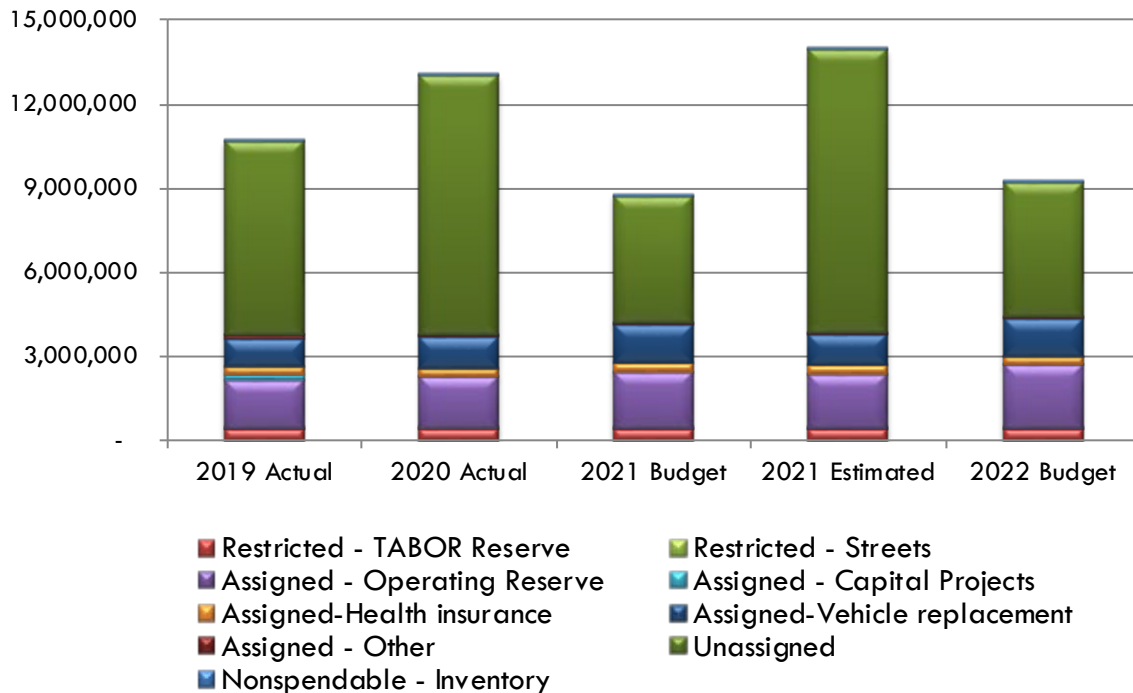
FUNDS AVAILABLE

The 2022 Budget includes the use of \$4.8 million in available funds primarily for capital projects. Available Funds are budgeted at \$9.5 million as of December 31, 2022. Available funds include:

- *Restricted funds* of \$746,051 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 - \$8,884 and public safety funds from the County sales tax dedicated for public safety use - \$337,264;
- *Operating Reserve* of \$2.28 million represents 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 2022 operating expenses;
- *Assigned funds* of \$1.7 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 \$4.7 million represent funds that are available for any purpose.
- *Non-spendable funds* of \$8,884 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 2022 Budget includes the use of \$4.8 million in 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 2022. This amount is being used primarily to fund one-time capital projects expenses of \$6.2 million.

Summary - Changes in Available Funds

Unassigned	(5,367,884)
Restricted for public safety	37,164
Operating Reserve	334,045
Assigned - Other	-
Vehicle/Equipment replacement	238,000
	<u>(4,758,675)</u>

General Fund Revenues

Revenues

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg
TAXES							
110-000-00-3110	Property Tax	1,167,209	1,409,457	1,435,000	1,435,000	1,622,000	13%
110-000-00-3120	Specific Ownership Tax	172,372	199,650	190,000	200,000	200,000	5%
110-000-00-3129	County Sales Tax - PS	367,421	379,914	375,000	435,000	435,000	16%
110-000-00-3130	County Sales Tax	2,432,130	2,559,403	2,537,000	2,915,000	3,050,000	20%
110-000-00-3131	City Sales Tax	2,213,793	2,738,081	2,575,000	3,040,000	3,116,000	21%
110-000-00-3132	Use Tax on Vehicles	690,747	700,679	650,000	800,000	800,000	23%
110-000-00-3133	Use Tax on Bldg Materials	208,425	298,768	200,000	210,000	210,000	5%
110-000-00-3142	Cigarette Tax	9,687	14,591	10,000	10,000	10,000	0%
110-000-00-3182	Franchise Fees	411,302	403,574	395,000	395,000	415,000	5%
110-000-00-3190	Penalties and Interest	1,209	2,082	1,200	1,300	1,300	8%
		7,674,295	8,706,199	8,368,200	9,441,300	9,859,300	18%
LICENSES							
110-000-00-3210	Business Licenses	19,961	17,850	18,750	18,500	19,000	1%
110-000-00-3211	Liquor Licenses	9,850	9,300	9,000	12,000	10,000	11%
110-000-00-3220	Street Excavation Permits	1,470	1,530	1,200	1,500	1,200	0%
110-000-00-3221	Other Permits	2,605	2,930	2,500	2,500	2,500	0%
		33,886	31,610	31,450	34,500	32,700	4%
INTERGOVERNMENTAL REVENUES							
110-000-00-3319	CVRF Grant	-	1,064,867	-	45,475	-	N/A
110-000-00-3330	Severance/Min Lease Tax	225,629	138,149	110,000	63,000	60,000	-45%
110-000-00-3341	GOCO Grant	-	60,591	-	4,400	-	N/A
110-000-00-3342	Energy Impact Grant	48,189	39,972	-	17,850	-	N/A
110-000-00-3343	CDOT Police Grants	343	300	-	-	-	N/A
110-000-00-3344	CPW Planning Grant	18,267	14,045	-	6,025	-	0%
110-000-00-3345	Colorado Tourism Grant	5,000	-	-	300	-	0%
110-000-00-3351	Add. MV Reg Fees	22,020	22,763	22,500	22,500	22,500	0%
110-000-00-3352	State Highway Users Tax	494,375	383,045	380,000	400,000	450,000	18%
110-000-00-3353	App. MV Reg Fees	31,464	32,243	31,000	32,000	32,000	3%
110-000-00-3370	Arts in Society Grant	-	-	20,000	20,000	-	-100%
110-000-00-3371	Mesa County Grants	1,481	1,587	-	2,900	-	0%
110-000-00-3375	AGNC Grant	-	-	-	5,000	-	0%
110-000-00-3380	Mesa County Road Tax	25,482	36,396	32,000	38,600	40,000	25%
		872,250	1,793,958	595,500	658,050	604,500	2%
CHARGES FOR SERVICES							
110-000-00-3413	Planning Fees	29,259	33,270	25,000	51,000	35,000	40%
110-000-00-3421	Vehicle Inspection Fees	2,190	520	1,000	1,000	1,000	0%
110-000-00-3455	Impound Fees	-	-	100	100	-	-100%
110-000-00-3470	Recreation Registration Fees	85,486	24,642	60,000	60,000	95,000	58%
110-000-00-3472	Special Event Booth Fees	7,720	-	4,000	3,700	8,000	100%
110-000-00-3473	Retail sales	16,483	1,508	10,000	22,000	15,000	50%
110-000-00-3475	Wholesale sales	1,108	479	250	1,000	1,000	300%
110-000-00-3477	Park rentals	13,706	7,541	7,000	16,000	14,000	100%
110-000-00-3478	Shipping & Handling Charges	180	158	-	-	-	0%
110-000-00-3479	Scholarship Program	14,740	14,232	9,000	11,000	11,000	22%
110-000-00-3480	Manpower	9,503	7,906	8,500	10,500	9,500	12%

City of Fruita

2022 Budget

General Fund Revenues

Revenues

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg
110-000-00-3483	Penalties	20,688	4,549	18,500	10,000	20,500	11%
110-000-00-3484	Trails Planning Contribution	4,664	-	-	-	-	0%
		205,727	94,805	143,350	186,300	210,000	46%
<u>FINES, FORFEITS AND ASSESSMENTS</u>							
110-000-00-3510	City and County Court	13,705	8,486	11,000	10,000	11,000	0%
110-000-00-3511	Penalty Assessments	6,535	5,230	6,000	5,000	6,000	0%
110-000-00-3512	Restitution to City	686	1,918	-	2,000	-	0%
110-000-00-3513	Misdemeanor Fee	300	160	300	-	300	0%
110-000-00-3555	Development Impact Fees	-	-	-	-	-	0%
		21,226	15,794	17,300	17,000	17,300	0%
<u>INTEREST AND RENTALS</u>							
110-000-00-3610	Interest on deposits	108,076	72,327	25,000	12,000	10,000	-60%
110-000-00-3613	Gain (Loss) on investments	75	-	-	-	-	0%
110-000-00-3625	Rent on Lands and Water	37,921	44,548	39,800	44,500	44,500	12%
110-000-00-3626	Facility Rentals	2,120	555	1,250	1,000	1,000	-20%
		148,192	117,430	66,050	57,500	55,500	-16%
<u>DONATIONS</u>							
110-000-00-3640	Senior Center Donations	-	-	-	-	-	0%
110-000-00-3641	Miscellaneous Donations	3,000	4,075	-	-	-	0%
110-000-00-3642	Recreation Donations	13,861	21,427	-	43,800	-	0%
110-000-00-3645	Special Event Donations	28,150	5,000	21,000	33,000	21,000	0%
		45,011	30,502	21,000	76,800	21,000	0%
<u>MISCELLANEOUS</u>							
110-000-00-3680	Miscellaneous	5,080	4,451	2,000	3,000	2,000	0%
110-000-00-3681	Cash Over (Short)	298	505	-	-	-	0%
110-000-00-3682	Refunds	34,269	37,329	-	25,800	-	0%
		39,647	42,285	2,000	28,800	2,000	0%
<u>TRANSFERS FROM OTHER FUNDS</u>							
110-000-00-3911	Tsfr from Sewer Fund	160,000	165,000	165,000	165,000	165,000	0%
110-000-00-3912	Tsfr from Trash Fund	56,000	59,000	69,000	69,000	69,000	0%
110-000-00-3915	Tsfr from Irrigation	10,000	10,500	10,500	10,500	10,125	
110-000-00-3918	Tsfr form Community Center	-	6,000	6,000	6,000	6,000	0%
		226,000	240,500	250,500	250,500	250,125	0%
<u>OTHER FINANCING SOURCES</u>							
110-000-00-3950	Sale of Equipment	12,396	5,693	-	23,000	-	0%
110-000-00-3960	Insurance payments	40,654	29	37,000	48,400	-	N/A
		53,050	5,722	37,000	71,400	-	N/A
TOTAL REVENUES		9,319,284	11,078,805	9,532,350	10,822,150	11,052,425	16%

General Government Department

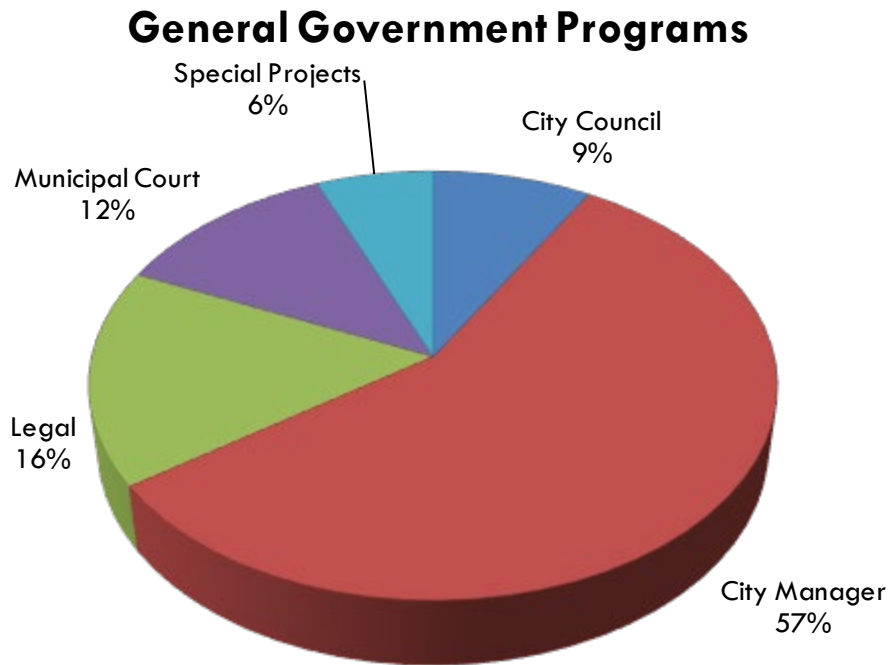
General Government Department

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General Government Department

Expenses by Program	2019	2020	2021	2021	2022	%
	Actual	Actual	Budget	Estimated	Budget	Chg.
City Council	\$ 46,742	\$ 44,034	\$ 68,775	\$ 70,175	\$ 57,275	-17%
City Manager	225,131	238,217	267,850	264,250	382,025	43%
Elections	288	19,477	-	-	22,400	N/A
Legal	115,217	98,379	125,000	75,000	110,000	-12%
Municipal Court	62,377	65,063	77,200	65,040	81,025	5%
Operating Expenses	\$ 449,755	\$ 465,170	\$ 538,825	\$ 474,465	\$ 652,725	21%
Capital	-	-	-	-	-	N/A
Special Projects	24,791	38,473	38,700	39,200	42,000	9%
Total Expense	\$ 474,546	\$ 503,643	\$ 577,525	\$ 513,665	\$ 694,725	20%

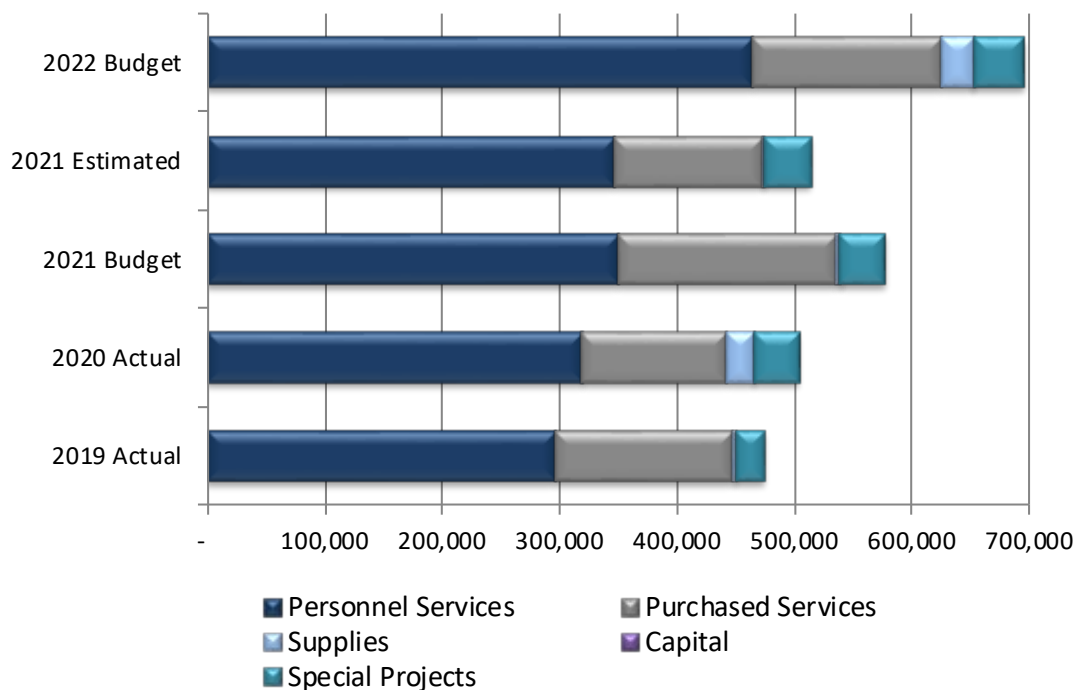
The goal of the General Government Department is to provide effective and efficient governance and leadership for the City of Fruita. This is accomplished through establishment of long term goals and the implementation of policies and procedures to accomplish the goals.



General Government Department

<u>Expenses by Category</u>	2019	2020	2021	2021	2022	%
	Actual	Actual	Budget	Estimated	Budget	Chg.
Personnel Services, Salaries	\$ 236,501	\$ 254,635	\$ 274,450	\$ 271,450	\$ 352,500	28%
Personnel Services, Benefits	59,374	64,250	75,075	74,515	111,825	49%
Purchased Professional Services	138,585	112,264	171,750	117,550	146,500	-15%
Purchased Property Services	7,263	7,317	8,450	4,800	8,400	-1%
Other Purchased Services	4,433	3,312	5,100	3,750	5,700	12%
Supplies	3,600	23,390	4,000	2,400	27,800	595%
Operating Expenses	\$ 449,756	\$ 465,168	\$ 538,825	\$ 474,465	\$ 652,725	21%
Capital	-	-	-	-	-	N/A
Special Projects	24,791	38,473	38,700	39,200	42,000	9%
Total Expense	\$ 474,547	\$ 503,641	\$ 577,525	\$ 513,665	\$ 694,725	20%

Budget History



Factors Affecting Expenses

Overall expenses of the General Government Department are budgeted to increase 20%. Significant changes in the 2022 Budget include the following:

- Addition of Communication Specialist Position
- Addition of Election expenses for regular municipal election
- Reduction in legal services

General Government Department

- Reduction for community survey

Personnel

Staffing in the General Government Department includes elected officials (City Council and Mayor) and contract labor (Municipal Judge and Attorneys) in addition to regular full and part time staff. The 2022 Budget includes the addition of a Communication Specialist. The following charts shows the man hours for full time and part time staff and staffing positions for each program.

General Government Personnel				
Position	2019 Budget	2020 Actual	2021 Budget	2022 Budget
<u>City Council</u>				
Mayor	1	1	1	1
Councilmember	6	6	6	6
<u>City Managers Office</u>				
City Manager	1	1	1	1
Management Analyst	1	1	0	0
Assistant to the City Manager	0	0	1	1
Communication Specialist	0	0	0	1
<u>Municipal Court</u>				
Bailiff	1	1	1	1
<u>Legal</u>				
City Attorney	1	1	1	1
Prosecutor for Municipal Court	1	1	1	1
Specialty Legal Services	1	1	1	1
Total Positions	13	13	13	14

General Government Staffing Chart				
Hours Summary	2019 Actual	2020 Actual	2021 Budget	2022 Budget
<u>City Manager's Office</u>				
Full time employees	4,160	4,376	3,744	5,824
<i>Total City Managers Office</i>	4,160	4,376	3,744	5,824
<u>Municipal Court</u>				
Part time employees	1,383	1,300	1,310	1,325
<i>Total Municipal Court Hours</i>	1,383	1,300	1,310	1,325
Total Hours	5,543	5,676	5,054	7,149
Total FTE Equivalent	2.66	2.73	2.43	3.44

General Government Department

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
4111	Salaries, Administrative	157,242	172,147	186,100	186,100	260,700	40%
4120	Part Time	69,306	81,070	83,350	83,350	86,750	4%
4125	Contract Labor	9,866	1,418	5,000	2,000	5,050	1%
4130	Overtime	87	-	-	-	-	N/A
		236,501	254,635	274,450	271,450	352,500	28%
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210	Health Insurance	25,767	28,402	35,850	35,850	63,000	76%
4220	FICA Payroll Expense	14,635	15,653	17,150	17,075	22,050	29%
4221	Medicare Payroll Expense	3,512	3,708	4,075	4,075	5,200	28%
4230	Retirement Contribution	14,289	15,198	16,050	16,050	19,700	23%
4250	Unemployment Insurance	633	679	800	750	1,000	25%
4260	Workers Compensation Insurance	538	610	1,150	715	875	-24%
		59,374	64,250	75,075	74,515	111,825	49%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
4310	Professional Development	23,368	13,127	28,000	21,000	30,000	7%
4321	Court Interpreter Services	-	-	250	250	500	100%
4330	Legal Fees	115,217	99,137	127,500	76,050	112,500	-12%
4337	Community Survey/Video	-	-	16,000	20,250	3,500	-78%
		138,585	112,264	171,750	117,550	146,500	-15%
<u>PURCHASED PROPERTY SERVICES</u>							
4430	Service Contracts	2,455	2,477	3,650	-	3,600	-1%
4437	Moving and Vehicle Allowance	4,808	4,840	4,800	4,800	4,800	0%
		7,263	7,317	8,450	4,800	8,400	-1%
<u>OTHER PURCHASED SERVICES</u>							
4525	Volunteer Accident Medical Pla	261	247	300	300	300	0%
4530	Telephone	2,674	2,801	3,200	2,700	3,400	6%
4545	Jury Duty Fees	-	-	100	-	100	0%
4551	Publishing	1,498	264	1,500	750	1,900	27%
		4,433	3,312	5,100	3,750	5,700	12%
<u>SUPPLIES</u>							
4610	Office Supplies	3,600	3,886	3,800	2,300	5,500	45%
4611	Postage	-	-	-	-	2,000	N/A
4612	Supplies and Equipment	-	19,430	-	-	20,000	N/A
4630	Meeting/Appreciation Supplies	-	74	200	100	300	50%
		3,600	23,390	4,000	2,400	27,800	595%
<u>CAPITAL</u>							
4743	Furniture and Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>SPECIAL PROJECTS</u>							
4810	Boards and Commissions	58	1,820	2,000	2,500	2,000	0%
4820	Economic Development	180	-	-	-	-	N/A
4842	Miscellaneous Contributions	24,553	36,653	36,700	36,700	40,000	9%
		24,791	38,473	38,700	39,200	42,000	9%
TOTAL EXPENDITURES		474,547	503,641	577,525	513,665	694,725	20%

General Government Department

City Council

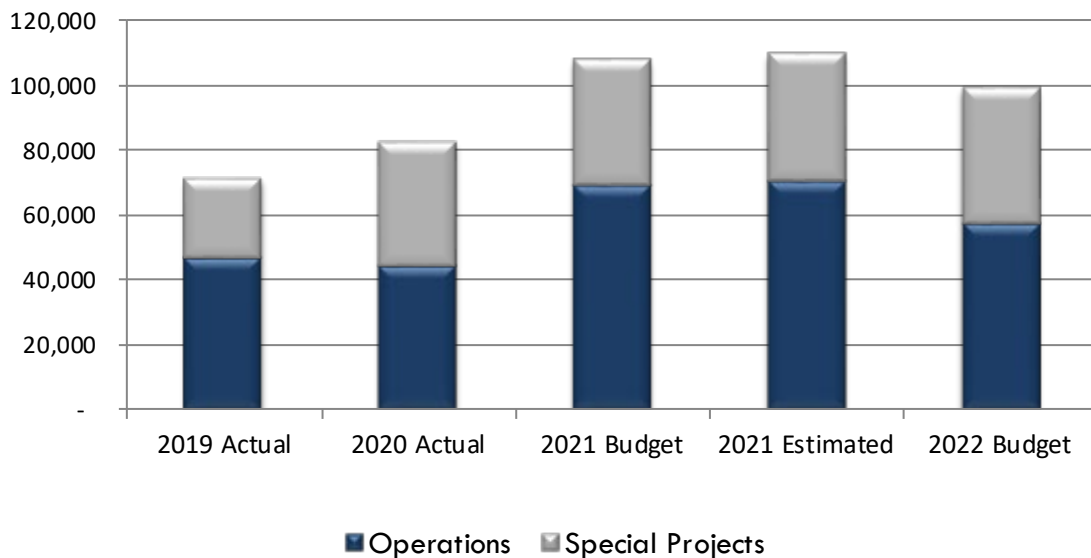
EXPENDITURES

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 27,900	\$ 27,900	\$ 27,900	\$ 27,900	\$ 27,900	0%
Personnel Services, Benefits	2,591	2,584	2,725	2,725	2,725	0%
Purchased Professional Services	12,206	9,648	32,500	36,750	20,000	-38%
Purchased Property Services	-	-	750	-	750	0%
Other Purchased Services	3,231	2,556	3,900	2,650	3,900	0%
Supplies	814	1,346	1,000	150	2,000	100%
Operating Expenses	\$ 46,742	\$ 44,034	\$ 68,775	\$ 70,175	\$ 57,275	-17%
Capital Equipment	-	-	-	-	-	N/A
Special Projects	24,611	38,473	38,700	39,200	42,000	9%
Total Expense	\$ 71,353	\$ 82,507	\$ 107,475	\$ 109,375	\$ 99,275	-8%

MISSION

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

RESPONSIBILITIES

- 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 and 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.

PRIOR YEAR ACCOMPLISHMENTS

- Provided ongoing leadership throughout the COVID-19 pandemic.
- Adopted the Parks, Health, Recreation, Open Space and Trails Master Plan, the Land Use Code update, and the Multi-Modal Transportation Circulation Master Plan.
- Provided leadership and guidance throughout the administration of the 2021 Fruita Community Survey.
- Participated in and provided leadership for the City of Fruita’s first “State of the City” Video.
- City Council members also continued to participate in meeting with various groups of the Grand valley Task Force on addressing social inequalities.
- 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 2020-2022 to accomplish City goals.
- The Mayor and members of City Council provided Council liaison roles and leadership to the City’s Boards and Commissions, as well as external community groups and boards.
- Supported the continued efforts of the Fruita Youth Initiative to combat youth substance

General Government Department

City Council

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.
- The Mayor and City Council represented the City at numerous regional and state-wide functions.
- Held joint town hall meeting with the Mesa County Commissioners.
- Adopted an updated Fruita Land Use Code (slated for November).
- Adopted new rules and regulations regarding short-term rentals in the City, including a temporary maximum number of short-term rentals in the downtown area.
- Appointed a technical committee to work with staff in developing creative housing strategies to address the current housing crisis.
- Recognized teachers and students of the month from all Fruita Schools at Fruita City Council meetings.

GOALS

In addition to setting policy, City Council's role also entails setting long-term vision and direction to which professional City staff led by the City Manager work to implement. Fruita in Motion 2020, the City's adopted Comprehensive Plan adopted by City Council and created with community engagement identified the following vision and values; confirmed the continued strategic priority areas all below; and establishes specific goals and outcomes under the following plan themes:

- Land Use and Growth,
- Economic Development,
- Parks, Health, Recreation, Open Space & Trails,
- Transportation,
- Services & Infrastructure, and
- Education, Arts & History.

Community Vision: "The City of Fruita values quality of place. It's an inclusive city, with a small-town feel and vibrant downtown, surrounded by public lands. People love to live, work, and play in Fruita because the City facilitates community, safe neighborhoods, family-friendly events, and walking and biking. The City governs in a way that's responsive to its citizens and prioritizes high-impact services and projects. Fruita fosters a fun and funky ambiance around the arts, agriculture, and recreation."

Community Values:

- Fruita is a place where you run into neighbors, friends, and acquaintances at local stores and restaurants, parks, and the community center.

General Government Department

City Council

- Fruita is a place where children, adults, and the elderly feel safe walking and biking to schools, parks, or downtown.
- Family-friendly events and festivals are well-attended and gather the community.
- Fruita is a community where people are invested and constantly work to make the community better.
- Fruita residents appreciate the stunning natural beauty surrounding the city.
- Fruita has incredible access to outdoor recreation. This access supports local businesses and fosters an active, healthy community that inspires visitors to come play like a local.
- Fruita is funky and has a vibrant downtown filled with small businesses.
- Farming is a part of Fruita, from the agricultural lands surrounding the city, to the farmers market that takes place downtown.
- Fruita is innovative and openminded—the government and its residents are willing to try new things.
- Fruita takes a community-first approach—the City prioritizes residents in making decisions.
- Fruita provides quality services efficiently to its residents and businesses.
- Fruita is a distinct community— geographically separate from others in the Grand Valley.
- Fruita is committed to a land use pattern and supporting policies that promote access to housing across the income spectrum of its residents.

Strategic Priority Areas:



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

General Government Department

City Council

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.

BUDGET HIGHLIGHTS

- Community Survey. There is a decrease of \$16,000 due to completing the 2021 Fruita Community Survey. The survey is typically completed every four years.
- State of the City Video – Included in the budget is \$3,500 to create the second Fruita State of the City Video.

Miscellaneous contributions. Also Included in the 2022 Budget are contributions of \$40,000 to the following outside agencies:

- Fruita Chamber of Commerce \$25,000
- Riverfront Commission\$4,600
- Grand Junction Economic Partnership (GJEP)¹.....\$7,500
- Note: An additional \$2,500 is funded from the Economic Development Fund for a total contribution of \$10,000
- Grand Valley Pets Alive.....\$2,900

¹An additional \$2,500 is funded from the Economic Development Fund for a total contribution of \$10,000

General Government Department

City Council

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-410-40-4120	City Council and Mayor Wages	27,900	27,900	27,900	27,900	27,900	0%
		27,900	27,900	27,900	27,900	27,900	0%
PERSONNEL SERVICES, BENEFITS							
110-410-40-4220	FICA Payroll Expense	1,808	1,786	1,850	1,850	1,850	0%
110-410-40-4221	Medicare Payroll Expense	423	418	425	425	425	0%
110-410-40-4260	Workers Compensation Insurance	360	380	450	450	450	0%
		2,591	2,584	2,725	2,725	2,725	0%
PURCHASED PROFESSIONAL SERVICES							
110-410-40-4310	Professional Development	12,206	9,648	16,500	16,500	16,500	0%
110-410-40-4337	Community Survey/Video	-	-	16,000	20,250	3,500	-78%
		12,206	9,648	32,500	36,750	20,000	-38%
PURCHASED PROPERTY SERVICES							
110-410-40-4430	Service Contracts	-	-	750	-	750	0%
		-	-	750	-	750	
OTHER PURCHASED SERVICES							
110-410-40-4530	Data and Telephone	2,021	2,339	2,400	1,900	2,400	0%
110-410-40-4551	Publishing	1,210	217	1,500	750	1,500	0%
		3,231	2,556	3,900	2,650	3,900	0%
SUPPLIES							
110-410-40-4610	Office Supplies	814	1,346	1,000	150	2,000	100%
		814	1,346	1,000	150	2,000	100%
CAPITAL EQUIPMENT							
110-410-40-4743	Furniture and Equipment	-	-	-	-	-	N/A
110-410-40-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
SPECIAL PROJECTS							
110-410-40-4810	Boards and Commissions	58	1,820	2,000	2,500	2,000	0%
110-410-40-4842	Miscellaneous Contributions	24,553	36,653	36,700	36,700	40,000	9%
		24,611	38,473	38,700	39,200	42,000	9%
TOTAL EXPENSES		71,353	82,507	107,475	109,375	99,275	-8%

General Government Department

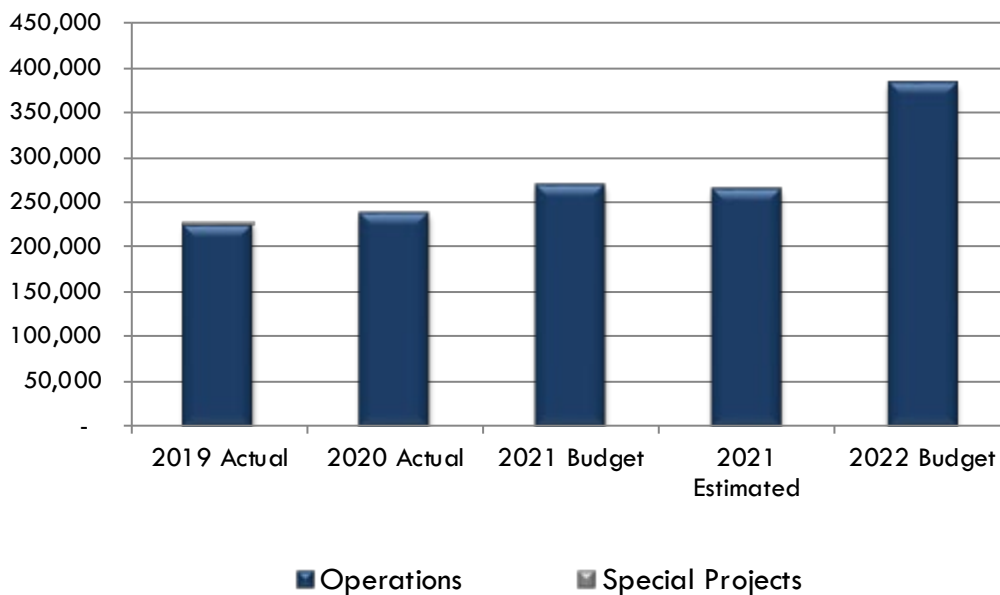
City Manager's Office

<u>EXPENDITURES</u>	2019	2020	2021	2021	2022	%
	Actual	Actual	Budget	Estimated	Budget	Chg.
Personnel Services, Salaries	\$ 157,329	\$ 172,147	\$ 186,100	\$ 186,100	\$ 260,700	40%
Personnel Services, Benefits	53,435	57,373	67,400	67,300	104,225	55%
Purchased Professional Services	8,182	2,610	8,000	4,000	10,000	25%
Purchased Property Services	4,808	4,840	5,050	4,800	4,800	-5%
Other Purchased Services	653	462	800	800	1,000	25%
Supplies	724	785	500	1,250	1,300	160%
Operating Expenses	\$ 225,131	\$ 238,217	\$ 267,850	\$ 264,250	\$ 382,025	43%
Special Projects	180	-	-	-	-	N/A
Total Expense	\$ 225,311	\$ 238,217	\$ 267,850	\$ 264,250	\$ 382,025	43%

MISSION

The City Manager, by City Charter is the Chief Administrative Officer of the City and is charged with providing organizational leadership and overseeing the day-to-day operations of all departments of the City including Administration, Public Safety, Public Works, Parks and Recreation and Planning and 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

RESPONSIBILITIES

- Work closely with the City Council and City Staff to implement specific action items to achieve the desired community goals and policies—specifically leading the implementation of the City's comprehensive plan and subsequent master plans.
- To provide leadership and direction to all City departments.
- Work to maintain and continually improve upon lines of communications with the City Council, City Staff, and the 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 align efforts to achieve mutual community goals and priorities.
- Work closely with existing businesses and future business prospects to facilitate their expansion and/or relocation to Fruita.
- To attend and speak at strategically selected events to represent the City and to communicate the community's values and build partnerships.
- Continue to align tourism and economic development marketing efforts to focus on community values, highlighting the lifestyle and quality of place Fruita has to offer to encourage quality, complementary growth.
- To be accessible and receptive to residents and stakeholders.
- Responsible for all City communications and providing reliable dissemination of public information.

PRIOR YEAR ACCOMPLISHMENTS

- Continued to provide proactive leadership and guidance in response to the COVID-19 pandemic in Fruita and Mesa County. Worked closely with Mesa County Public Health, the Colorado Department of Public Health and Environment, and other governmental and non-governmental organizations to promote best practices to reduce the spread of the virus, promote the vaccine, and took many internal preventative measures to protect staff and the public. Provided ongoing communications, both internally and externally, during the pandemic, and continued the “Be Well, Be Fruita” positive marketing campaign.
- Oversaw and worked closely with departments on the completion of several long-range planning documents, including the Parks, Health, Recreation, Open Space and Trails Master Plan update, the Land Use Code update, the Multi-Modal Transportation Circulation Plan

General Government Department

City Manager's Office

update, the Fremont Street Design Intersection at Hwy 6&50, and the 15 Road Railroad Crossing Design.

- Administered the 2021 Fruita Community Survey. The survey was mailed to all households in Fruita, and 670 households participated in the survey, which equated to a +/-3.8% margin of error at a 95% level of confidence in the results. The survey assessed citizen satisfaction with the quality of life in Fruita, City services, City policies and future growth, as well as the pulse of the City.
- Coordinated the first City of Fruita “State of the City Video”, highlighting our significant achievements over the past two years, our important local and regional partnerships, and the City’s efforts when responding to the COVID-19 pandemic.
- Hired and onboarded two new Department Directors.
- Continued the City Manager event series with the public. These events are an opportunity for the public to share their thoughts and feedback on Fruita and city operations.
- Participated as a Board member on the Greater Grand Junction Sports Commission, Grand Junction Economic Partnership Board, Fruita Youth Initiative Leadership, Downtown Advisory Board Liaison, Fruita Tourism Advisory Board, Fruita Livability Commission, International City/County Management Association Mentor to two professionals in the Emerging Leader Development Program, and Romney Institute of Public Service and Ethics Executive Advisory Board.
- Represented the City as a speaker at the State of the Grand Valley, the Fruita Economic Forum, Colorado City/County Manager Association Emerging Manager’s Summer Camp, the SHIFT event in Grand Junction (OCTOBER), at meetings with Federal and State elected and appointed leaders, and at numerous community meetings, events, local school classes and fieldtrips.
- Hosted multiple 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, Family Health West, School District 51, to name some.
- Team lead for the Mesa County Economic Development Partners (Mesa County, Public Health, D51, CMU, all Mesa County municipalities, Chambers, Business Incubator Center, Airport, Workforce Center, GJEP) with the state’s Recovery Roadmaps to Resiliency program (1 of 16 selected regions) on a two-year process focused on economic development priorities of the Valley.
- Completion of the City’s market-based and performance related pay plan structure (DECEMBER).

General Government Department

City Manager's Office

- Identified path forward to achieve one gigabit fiber broadband service availability to every household and business in Fruita (PENDING).
- Restructuring of the budget process, including the management of the budget to be placed directly in the City Manager's Office managed by the Assistant to the City Manager.
- Worked with School District 51 to assist in long-range strategic planning to emphasize capacity needs at the Fruita Middle School, 8-9 School and High School.
- 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 weekly.

GOALS

- Conduct a minimum of 12 City Manager Engagement series with residents while exploring Fruita.
- Continue to explore alternative and new forms of effective communication with the public to supplement social media, the weekly update, the engagement series, City Link and public meetings to tell the story of City efforts to the community.
- Maintain Credentialed City Manager status with the International City/County Management Association via professional development.
- Participate in minimum of 12 sessions of working side by side with various divisions of the organization.
- Begin implementation of Workforce/Attainable Housing and Broadband plans (BEING FINALIZED).

PERFORMANCE MEASURES

- Improving the effectiveness of city communication was identified as a priority in the 2021 Community Survey. Respondents shared that the City's website, Facebook page, and the City Link are the preferred methods of receiving information about the City. With this, it is the goal of to improve the number of followers on the City of Fruita's Facebook by 15% in 2022.
- To schedule a minimum of 12 side by side working sessions with different divisions of the City for the outcome of increased internal engagement and enhanced decision making.

General Government Department

City Manager's Office

BUDGET HIGHLIGHTS

- Salary and benefit expenses are budgeted to increase due to the addition of a Communications and Engagement Specialist position. This is a new full-time position. Also an increase in Professional Development for this position.

General Government Department

City Manager's Office

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-410-41-4111	Salaries, Administrative	157,242	172,147	186,100	186,100	260,700	40%
110-410-41-4130	Overtime	87	-	-	-	-	N/A
		157,329	172,147	186,100	186,100	260,700	40%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-410-41-4210	Health Insurance	25,767	28,402	35,850	35,850	63,000	76%
110-410-41-4220	FICA Payroll Expense	10,234	10,561	11,850	11,850	16,500	39%
110-410-41-4221	Medicare Payroll Expense	2,482	2,517	2,800	2,800	3,900	39%
110-410-41-4230	Retirement Contribution	14,289	15,198	16,050	16,050	19,700	23%
110-410-41-4250	Unemployment Insurance	507	520	600	550	800	33%
110-410-41-4260	Workers Compensation Ins	156	175	250	200	325	30%
		53,435	57,373	67,400	67,300	104,225	55%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-410-41-4310	Professional Development	8,182	2,610	8,000	4,000	10,000	25%
		8,182	2,610	8,000	4,000	10,000	25%
<u>PURCHASED PROPERTY SERVICES</u>							
110-410-41-4430	Service Contracts	-	-	250	-	-	-100%
110-410-41-4437	Vehicle and Moving Allowance	4,808	4,840	4,800	4,800	4,800	0%
		4,808	4,840	5,050	4,800	4,800	-5%
<u>OTHER PURCHASED SERVICES</u>							
110-410-41-4530	Telephone	653	462	800	800	1,000	25%
		653	462	800	800	1,000	25%
<u>SUPPLIES</u>							
110-410-41-4610	Office Supplies	724	711	300	1,150	1,000	233%
110-410-41-4630	Meeting/Appreciation Supplies	-	74	200	100	300	50%
		724	785	500	1,250	1,300	160%
<u>SPECIAL PROJECTS</u>							
110-410-41-4820	Economic Development	180	-	-	-	-	N/A
		180	-	-	-	-	N/A
TOTAL EXPENDITURES		225,311	238,217	267,850	264,250	382,025	43%

General Government Department

Elections

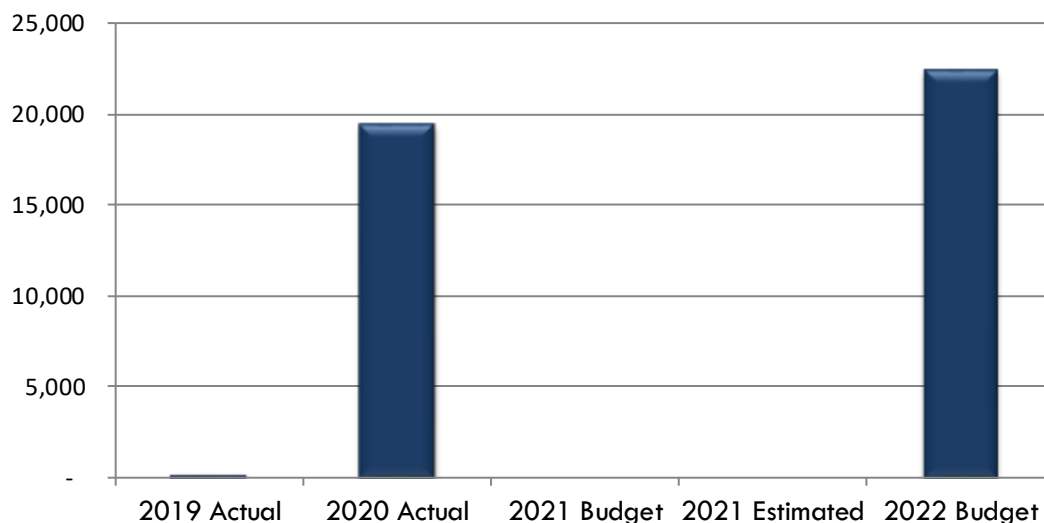
EXPENDITURES

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Personnel Services, Benefits	-	-	-	-	-	N/A
Purchased Professional Services	-	-	-	-	-	N/A
Other Purchased Services	288	47	-	-	400	N/A
Supplies	-	19,430	-	-	22,000	N/A
Operating Expenses	\$ 288	\$ 19,477	\$ -	\$ -	\$ 22,400	N/A
Special Projects	-	-	-	-	-	N/A
Total Expense	\$ 288	\$ 19,477	\$ -	\$ -	\$ 22,400	N/A

MISSION

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

RESPONSIBILITIES

- 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.

PRIOR YEAR ACCOMPLISHMENTS

- No municipal elections were in held in 2021.
- The Election Division of the Mesa County Clerk and Recorder's Office has assisted in past elections with use of their equipment for signature verifications and tabulation of ballots as well as providing assistance in ordering mail ballot packages. However, beginning with the 2020 Election, they were unable to provide this assistance and use of their equipment and have notified the City they will not be able to assist in the 2022 election, as well.
- Research and preparation is ongoing to prepare for the 2022 Regular Municipal Election including obtaining information on equipment needs and evaluating alternatives to rental and purchase of equipment and potential for use, or shared use, of election equipment with other governmental entities for the 2022 election and/or future elections.

GOALS

- Conduct all elections in a fair and impartial manner.
- Encourage eligible voter participation in all municipal elections
- Ensure that the public is adequately informed on municipal election issues
- Work with other governmental entities on the possibility of using shared resources in the conduct of the 2022 Regular Municipal Election

PERFORMANCE MEASURES

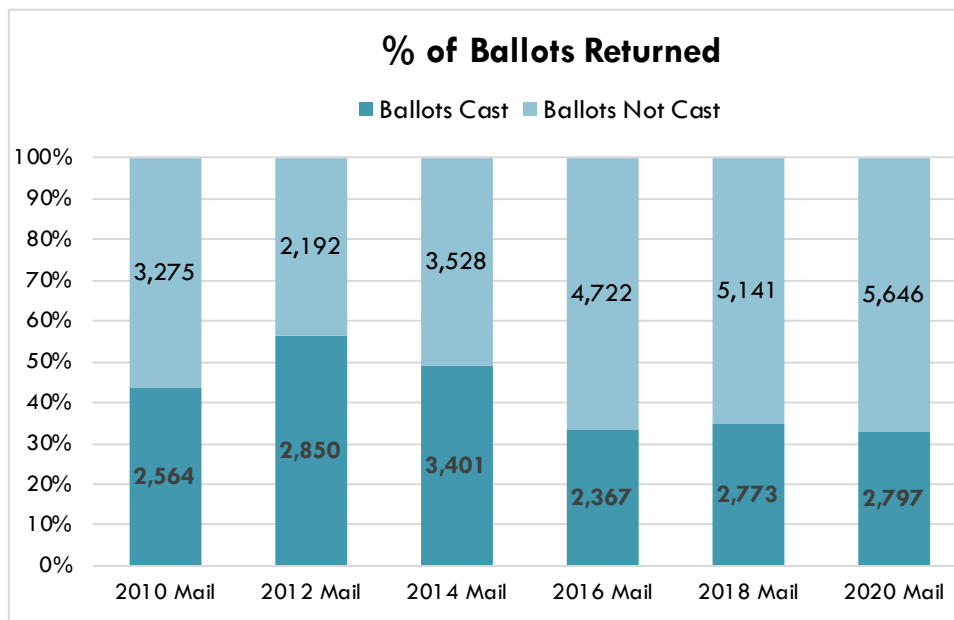
- Increase voter participation in municipal elections through a variety of educational and informational messaging options include print, social media and the City's official website.
2020 Result. Voter participation in the 2020 election was 33% of the ballots mailed, down slightly from 35% in the 2018 election. While there was not a significant difference between the 2018 and 2020 elections in voter participation, the goal to increase voter participation was not realized. This was due to several factors including:
 - ✓ Minimal effort was put into increasing voter participation as staff involvement/time was directed more towards the conduct of the election and working within the parameters of the COVID-19 pandemic.

General Government Department Elections

- ✓ Non-controversial election with uncontested Mayor and City Council races and no significant pro/con campaign on lodging tax issue.

Going forward, additional focus and effort will be placed on promoting voter participation in the municipal election process.

The following chart represents a history of voter participation in the municipal election process. (Note: 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.



- Educate voters on election process and security measures taken to ensure the validity of election results and ensure voter confidence in municipal election results in light of widespread claims of voter fraud in the 2020 national election.

BUDGET HIGHLIGHTS

- There are no significant changes in election expenses from the last election held in 2020.

General Government Department

Elections

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	2022 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	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>OTHER PURCHASED SERVICES</u>							
110-410-42-4551	Publishing	288	47	-	-	400	N/A
		288	47	-	-	400	N/A
<u>SUPPLIES</u>							
110-410-42-4611	Postage	-	-	-	-	2,000	N/A
110-410-42-4612	Supplies and Equipment	-	19,430	-	-	20,000	N/A
		-	19,430	-	-	22,000	N/A
TOTAL EXPENDITURES		288	19,477	-	-	22,400	N/A

General Government Department

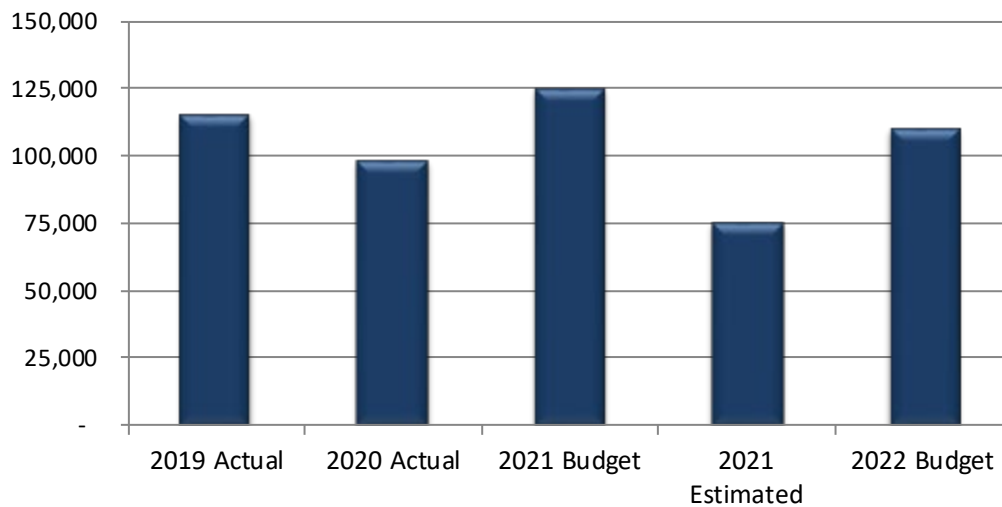
Legal

EXPENDITURES	2019	2020	2021	2021	2022	%
	Actual	Actual	Budget	Estimated	Budget	Chg.
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Personnel Services, Benefits	-	-	-	-	-	N/A
Purchased Professional Services	115,217	98,379	125,000	75,000	110,000	-12%
Operating Expenses	\$ 115,217	\$ 98,379	\$ 125,000	\$ 75,000	\$ 110,000	-12%
Special Projects	-	-	-	-	-	N/A
Total Expense	\$ 115,217	\$ 98,379	\$ 125,000	\$ 75,000	\$ 110,000	-12%

MISSION

The Legal program provides legal services, 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 Legal Program provides general legal advice to the City, including review of planning documents, employment issues, water rights filings, and municipal court prosecutions.

Budget History



General Government Department

Legal

RESPONSIBILITIES

- Provide comprehensive legal support and advice to the City Council, City Manager and Department Directors
- 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

PRIOR YEAR ACCOMPLISHMENTS

- The City Attorney devoted a substantial of time and effort to review of issues resulting from the COVID-19 pandemic including emergency orders and declarations from local, county, state and federal governments. These orders included the Families First Coronavirus Response Act establishing new requirements for paid sick leave, the CARES Act providing economic relief due to adverse impacts of COVID-19, establishment of social distancing requirements, stay-at-home orders, restrictions on public gatherings, restrictions on occupancy of businesses, rules and regulations for re-opening, suspension of certain statutes regarding the sale of alcoholic beverages, and many others.
- The City Attorney was also involved in the process and update to the Land Use Code, analyzing housing strategies and broadband options.

GOALS

- Provide responsive, competent and satisfactory services to the City Manager, City Council, boards, commissions and Department Directors in an effective and efficient manner.

PERFORMANCE MEASURES

- Prosecute cases in a fair and timely manner.
- Respond to legal requests in a timely manner

BUDGET HIGHLIGHTS

- Legal expenses are expected to decrease 12% in 2022 to \$110,000, due to a reduction in legal support needed for special projects.

General Government Department

Legal

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	2022 Budget	% Change
<u>PERSONNEL SERVICES, SALARIES</u>							
110-410-43-4111	Salaries, Administrative	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>PERSONNEL SERVICES, BENEFITS</u>							
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
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-410-43-4330	Legal Fees	115,217	98,379	125,000	75,000	110,000	-12%
		115,217	98,379	125,000	75,000	110,000	-12%
TOTAL EXPENDITURES		115,217	98,379	125,000	75,000	110,000	-12%

General Government Department

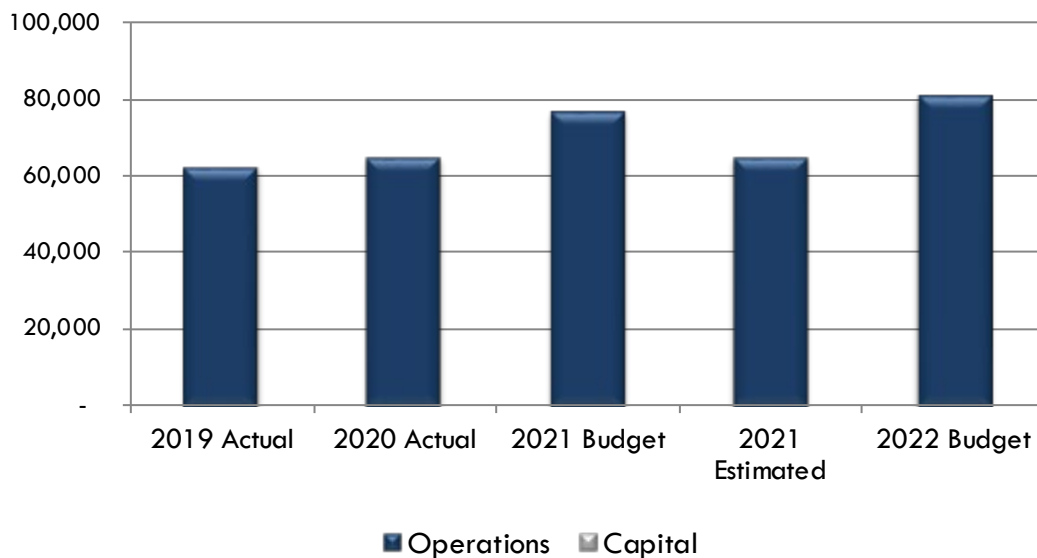
Municipal Court

<u>EXPENSES</u>	2019	2020	2021	2021	2022	%
	Actual	Actual	Budget	Estimated	Budget	Chg.
Personnel Services, Salaries	\$ 51,272	\$ 54,588	\$ 60,450	\$ 57,450	\$ 63,900	6%
Personnel Services, Benefits	3,347	4,295	4,950	4,490	4,875	-2%
Purchased Professional Services	2,980	1,628	6,250	1,800	6,500	4%
Purchased Property Services	2,455	2,477	2,650	-	2,850	8%
Other Purchased "Services	261	247	400	300	400	0%
Supplies	2,062	1,828	2,500	1,000	2,500	0%
Operating Expenses	\$ 62,377	\$ 65,063	\$ 77,200	\$ 65,040	\$ 81,025	5%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 62,377	\$ 65,063	\$ 77,200	\$ 65,040	\$ 81,025	5%

MISSION

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

RESPONSIBILITIES

- 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 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 in Mesa County.

PRIOR YEAR ACCOMPLISHMENTS

- The court's digital records were updated to conform with the retention schedule authorized by the State of Colorado – Division of State Archives and Public Records.
- The Office of the Alternate Defense Counsel found the court met the statutory requirement for providing independent indigent defense in 2020.
- In response to the COVID-19 crisis, the court converted to virtual court appearances to ensure the health and safety of the Public and court staff.

GOALS

- The Court Clerk will update the Court Operations Manual to include the procedures for virtual court appearances.
- The Court will seek to limit the number of Continuances granted.
- The Court will before the end of 2020, review old Warrants and clear as many as possible.
- The Court will remain sensitive to those unable to pay fines and fees due to COVID-19 related unemployment.
- The Court will maintain a high standard of efficiency in docketing Summons to achieve prompt First Appearances.

PERFORMANCE MEASURES

- Timeliness. Ensure the efficiency of the court by minimizing cancelled or rescheduled court sessions and tracking any backlog of cases.
- Fairness. The Municipal Court Judge and City Prosecutor address cases with an emphasis on problem solving rather than a punitive approach. The sentences are reasonable and flexible within the parameters set by the Municipal Code.

General Government Department Municipal Court

BUDGET HIGHLIGHTS

- There are no significant changes in the 2021 Budget.

General Government Department

Municipal Court

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Adopted	2021 Estimated	2022 Budget	% Change
<u>PERSONNEL SERVICES, SALARIES</u>							
110-410-44-4120	Part Time	41,406	53,170	55,450	55,450	58,850	6%
110-410-44-4125	Contract Labor	9,866	1,418	5,000	2,000	5,050	1%
110-410-44-4130	Overtime	-	-	-	-	-	N/A
		51,272	54,588	60,450	57,450	63,900	6%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-410-44-4210	Health Insurance	-	-	-	-	-	N/A
110-410-44-4220	FICA Payroll Expense	2,593	3,306	3,450	3,375	3,700	7%
110-410-44-4221	Medicare Payroll Expense	607	773	850	850	875	3%
110-410-44-4230	Retirement Contribution	-	-	-	-	-	N/A
110-410-44-4250	Unemployment Insurance	125	160	200	200	200	0%
110-410-44-4260	Workers Compensation Insurance	22	56	450	65	100	-78%
		3,347	4,295	4,950	4,490	4,875	-2%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-410-44-4310	Professional Development	2,980	870	3,500	500	3,500	0%
110-410-44-4321	Court Interpreter Services	-	-	250	250	500	100%
110-410-44-4330	Legal Fees	-	758	2,500	1,050	2,500	0%
		2,980	1,628	6,250	1,800	6,500	4%
<u>PURCHASED PROPERTY SERVICES</u>							
110-410-44-4430	Service Contracts	2,455	2,477	2,650	-	2,850	8%
		2,455	2,477	2,650	-	2,850	8%
<u>OTHER PURCHASED SERVICES</u>							
110-410-44-4525	Volunteer Accident Medical Pla	261	247	300	300	300	0%
110-410-44-4545	Jury Duty Fees	-	-	100	-	100	0%
		261	247	400	300	400	0%
<u>SUPPLIES</u>							
110-410-44-4610	Office Supplies	2,062	1,828	2,500	1,000	2,500	0%
		2,062	1,828	2,500	1,000	2,500	0%
<u>CAPITAL</u>							
110-410-44-4743	Furniture and Equipment	-	-	-	-	-	N/A
110-410-44-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENDITURES		62,377	65,063	77,200	65,040	81,025	5%

Administration Department

Administration Department

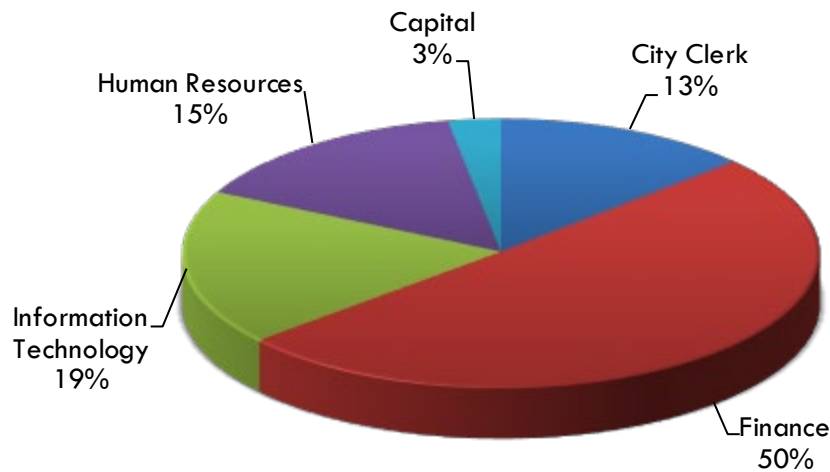
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Administration Department

Expenses by Category	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 360,184	\$ 360,104	\$ 408,050	\$ 370,500	\$ 452,575	11%
Personnel Services, Benefits	115,372	107,775	135,850	123,700	145,075	7%
Purchased Professional Services	71,001	39,792	63,450	58,750	71,000	12%
Purchased Property Services	140,239	137,811	155,050	155,050	165,350	7%
Other Purchased Services	30,908	27,417	38,400	36,950	38,650	1%
Supplies	32,384	33,688	40,350	39,475	49,950	24%
Operating Expenses	\$ 750,088	\$ 706,587	\$ 841,150	\$ 784,425	\$ 922,600	10%
Capital	42,708	47,323	32,500	33,625	25,625	-21%
Special Projects	-	-	-	10,000	-	N/A
Total Expense	\$ 792,796	\$ 753,910	\$ 873,650	\$ 828,050	\$ 948,225	9%

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

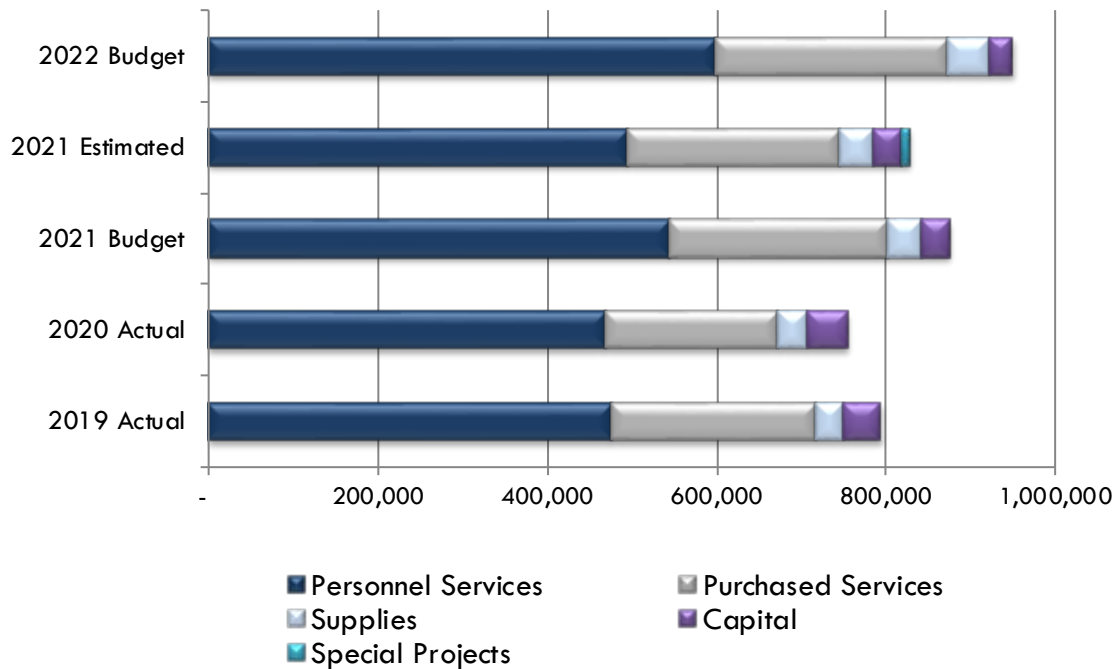
Administration Department



Administration Department

Expenses by Category	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
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Other Purchased Services	30,908	27,417	38,400	36,950	38,650	1%
Supplies	32,384	33,688	40,350	39,475	49,950	24%
Operating Expenses	\$ 750,088	\$ 706,587	\$ 841,150	\$ 784,425	\$ 922,600	10%
Capital	42,708	47,323	32,500	33,625	25,625	-21%
Special Projects	-	-	-	10,000	-	N/A
Total Expense	\$ 792,796	\$ 753,910	\$ 873,650	\$ 828,050	\$ 948,225	9%

Budget History



Administration Department

Factors Affecting Expenses

- Overall expenses of the Administration Department of \$948,225 are budgeted to increase 9% from the prior year budget.
- Personnel costs including salaries, taxes, and benefits are budgeted to increase 10% in 2022.
- Purchased Services are budgeted to increase 6%. Significant changes include website development to meet specific accessibility requirements of HB 21-1110 (\$5,000) and IT service contract increase (\$10,000).
- Supplies are budgeted to increase 24% with an 84% increase in IT supplies and equipment.
- Capital equipment reduction of 21% in IT computer equipment.

Personnel

Administration Staffing Chart				
	2019	2020	2021	2022
<u>Hours Summary</u>	Actual	Actual	Budget	Budget
<u>City Clerk</u>				
Full time employees	2,238	2,359	2,392	2,392
Part time employees	490	6	-	-
Overtime	-	1	25	25
<i>Total City Clerk Hours</i>	2,728	2,366	2,417	2,417
<u>Finance</u>				
Full time employees	8,521	7,494	8,048	8,048
Part time employees	721	1,233	1,330	1,330
Overtime	21	14	15	15
<i>Total Finance Hours</i>	9,263	8,741	9,393	9,393
<u>Human Resources</u>				
Full time employees	1,722	1,789	2,080	2,080
<i>Total Human Resource Hours</i>	1,722	1,789	2,080	2,080
Total Hours	13,713	12,896	13,890	13,890
Total FTE Equivalents	6.59	6.20	6.68	6.68

Administration Department

Administration Personnel - Positions				
Position	2019 Budget	2020 Budget	2021 Budget	2022 Budget
City Clerk				
City Clerk	0.15	0.15	0.15	0.15
Deputy City Clerk	1.00	1.00	1.00	1.00
Finance				
Finance Director	0.85	0.85	0.85	0.85
Administrative Assistant	0.00	0.00	0.00	1.00
Accountant	1.00	1.00	1.00	0.00
Payroll Technician	1.00	1.00	1.00	1.00
Utility Billing Clerk	1.00	1.00	1.00	1.00
Administrative Clerk	0.60	0.60	0.60	0.60
Human Resources				
Human Resource Director	0.80	0.80	1.00	1.00
Total Positions	6.40	6.40	6.60	6.60

Administration Department

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
4111	Salaries, Administrative	342,500	340,201	384,350	355,150	428,525	11%
4120	Salaries, Part time	17,162	19,409	21,900	15,000	22,500	3%
4130	Overtime	522	494	1,800	350	1,550	-14%
		360,184	360,104	408,050	370,500	452,575	11%
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210	Health Insurance	70,075	63,909	84,850	76,100	88,350	4%
4220	FICA Payroll Expense	21,520	21,592	25,350	24,100	28,150	11%
4221	Medicare Payroll Expense	5,033	5,050	5,950	5,650	6,650	12%
4230	Retirement Contribution	15,394	15,776	17,450	15,600	19,425	11%
4250	Unemployment Insurance	873	1,042	1,250	1,250	1,425	14%
4260	Workers Compensation Insurance	351	406	500	500	575	15%
4290	Employee Assistance Programs	2,126	-	500	500	500	0%
		115,372	107,775	135,850	123,700	145,075	7%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
4310	Professional Development	4,952	1,443	4,550	4,450	6,400	41%
4311	Appreciation Programs	8,389	2,530	7,500	7,500	7,500	0%
4312	Flex Benefit Administration Fee	2,539	1,968	3,100	2,000	3,100	0%
4315	Audit Fees	28,000	24,000	29,000	30,000	30,500	5%
4316	Bank Charges	8,887	-	5,000	-	2,500	-50%
4317	Lock Off Fees	5,690	556	6,300	6,300	6,000	-5%
4338	Website Development	-	-	-	-	5,000	N/A
4345	Recruitment	12,544	9,295	8,000	8,500	10,000	25%
		71,001	39,792	63,450	58,750	71,000	12%
<u>PURCHASED PROPERTY SERVICES</u>							
4430	Service Contracts	140,239	137,811	155,050	155,050	165,350	7%
		140,239	137,811	155,050	155,050	165,350	7%
<u>OTHER PURCHASED SERVICES</u>							
4530	Telephone and Internet	14,799	14,876	19,150	17,950	19,150	0%
4550	Printing	3,753	2,711	4,450	4,450	4,700	6%
4552	City Link Newsletter	12,182	9,701	14,500	14,500	14,500	0%
4592	Recording Fees	174	129	300	50	300	0%
		30,908	27,417	38,400	36,950	38,650	1%
<u>SUPPLIES</u>							
4610	Office Supplies	6,791	5,370	8,400	7,850	8,500	1%
4611	Postage	18,345	17,814	20,750	20,000	20,750	0%
4612	Supplies and Equipment	7,248	10,504	11,100	11,600	20,400	84%
4626	Fuel	-	-	100	25	300	200%
		32,384	33,688	40,350	39,475	49,950	24%
<u>CAPITAL</u>							
4743	Furniture and Equipment	-	-	-	-	-	N/A
4744	Computer Equipment	42,708	47,323	32,500	33,625	25,625	-21%
		42,708	47,323	32,500	33,625	25,625	-21%
<u>SPECIAL PROJECTS</u>							
4824	Compensation Plan Update	-	-	-	10,000	-	N/A
		-	-	-	10,000	-	N/A
TOTAL EXPENDITURES		792,796	753,910	873,650	828,050	948,225	9%

Administration Department

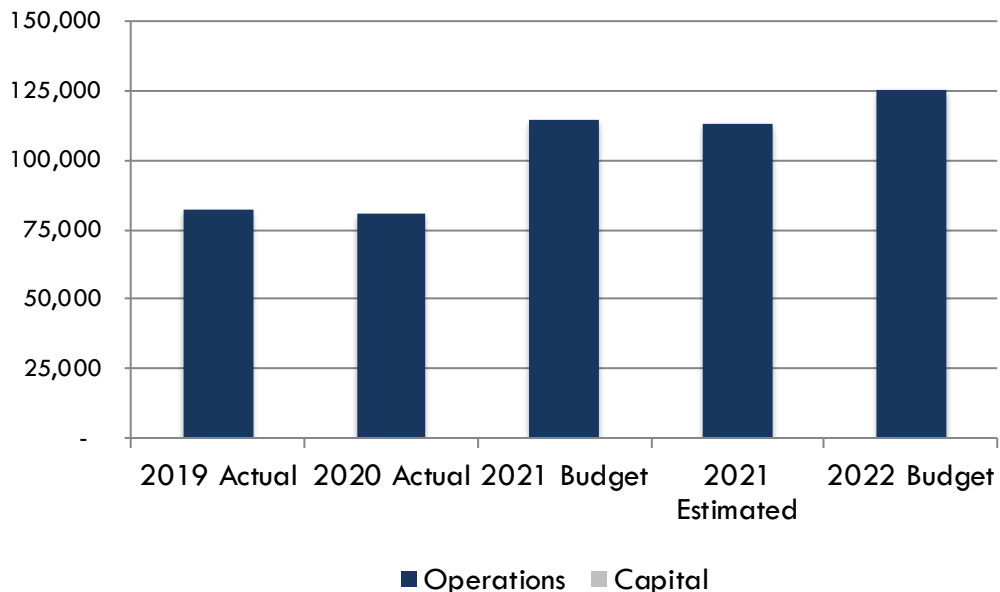
City Clerk

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 51,961	\$ 52,404	\$ 61,800	\$ 61,100	\$ 70,050	13%
Personnel Services, Benefits	14,812	16,373	19,750	19,750	21,350	8%
Purchased Professional Services	-	-	750	750	1,000	33%
Purchased Property Services	34	25	12,250	12,250	12,250	0%
Other Purchased Services	12,546	9,830	15,550	15,300	15,800	2%
Supplies	2,880	2,110	4,450	3,625	4,450	0%
Operating Expenses	\$ 82,233	\$ 80,742	\$ 114,550	\$ 112,775	\$ 124,900	9%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 82,233	\$ 80,742	\$ 114,550	\$ 112,775	\$ 124,900	9%

MISSION

The City Clerk’s Office is dedicated to working together with City officials and the public to ensure that open and effective standards are in place to secure the public trust and provide a system of transparency, public participation, collaboration and accountability.

Budget History



Administration Department

City Clerk

RESPONSIBILITIES

- Records Management. Record, manage, archive and otherwise maintain and make available to the public the City's official documents. including minutes of meetings, ordinances, resolutions, agreements and contract including codification of ordinances for Municipal Code. Oversee the City's contract routing process, ensuring contracts are fully reviewed and meet requirements for signing before they are executed.
- City Council Support Services. Manage agenda packet process and ensure legal noticing requirements. Document City Council meetings. Provide administrative support to the Mayor and City Council including correspondence, event reservations, proclamations, certificates and other recognitions.
- Boards and Commissions. Manage the Board and Commission recruitment process.
- Licensing Services. Issuance of licenses for businesses, liquor establishments and other licenses.
- Public information and transparency. Response to open records requests, assist public with information and resources, coordinate publication of the City Link quarterly newsletter
- Election services. Conduct municipal elections.
- Leases. Maintain and renew leases and monitor compliance with terms of lease.

PRIOR YEAR ACCOMPLISHMENTS

- Implemented Agenda Management software to streamline and automate the agenda management process.
- Codified ordinances into the Fruita Municipal Code
- Resumed processing of typical special event liquor licenses after a brief reduction due to the COVID pandemic.
- Research of election equipment for 2022 Regular Municipal Election
- Research automation tools for processing of business licenses.
- Put systems into place to implement and allocate additional 3% lodging tax. Continue to monitor and issue letters and forms to increasing number of lodging establishments.
- Continued to perform core duties and responsibilities for minutes, licensing, open records, City Council support services, records management.

GOALS

- Research records management and indexing systems for easier retrieval of information

Administration Department

City Clerk

for both internal and external sources.

- Provide training on records retention procedures and guidelines to city departments.
- Implement self-publishing tools for modification of municipal code.
- Automate business licensing process.

PERFORMANCE MEASURES

- Ensure minutes of boards and commissions of city are appropriately recorded and filed with the City Clerk's office.
 - ✓ Status. This was completed for 2020. The Clerk's office continues to conduct quarterly reviews of posting of agendas and minutes of various Boards and Commission meetings. The Clerk's Office will continue to work with staff to ensure transparency and timely compliance with posting requirements.
- Number of liquor licensee's with TIPS or other alcohol related training certificates.
 - ✓ Status. Few establishments have provided proof of TIPS or other alcohol related training certificates. The Clerk's Office will research options for sponsoring and providing locally held training classes to encourage participation and better tracking for compliance.
- Prepare Handbook/Orientation Manual for Board and Commission Members providing general guidance and information to members of the various boards and commissions of the City.
 - ✓ Not yet completed.

BUDGET HIGHLIGHTS

There are no significant changes in the 2022 Budget.

Administration Department

City Clerk

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-415-11-4111	Salaries, Administrative	45,223	52,251	61,000	61,000	69,050	13%
110-415-11-4120	Salaries, Part time	6,738	113	-	-	-	N/A
110-415-11-4130	Overtime	-	40	800	100	1,000	25%
		51,961	52,404	61,800	61,100	70,050	13%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-415-11-4210	Health Insurance	8,668	9,428	11,900	11,900	12,400	4%
110-415-11-4220	FICA Payroll Expense	3,155	3,151	3,850	3,850	4,400	14%
110-415-11-4221	Medicare Payroll Expense	738	737	900	900	1,050	17%
110-415-11-4230	Retirement Contribution	2,035	2,843	2,800	2,800	3,175	13%
110-415-11-4250	Unemployment Insurance	153	152	200	200	225	13%
110-415-11-4260	Workers Compensation Insurar	63	62	100	100	100	0%
		14,812	16,373	19,750	19,750	21,350	8%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-415-11-4310	Professional Development	-	-	750	750	1,000	33%
		-	-	750	750	1,000	33%
<u>PURCHASED PROPERTY SERVICES</u>							
110-415-11-4430	Service Contracts	34	25	12,250	12,250	12,250	0%
		34	25	12,250	12,250	12,250	0%
<u>OTHER PURCHASED SERVICES</u>							
110-415-11-4530	Telephone	-	-	-	-	-	N/A
110-415-11-4550	Printing	190	-	750	750	1,000	33%
110-415-11-4552	City Link Newsletter	12,182	9,701	14,500	14,500	14,500	0%
110-415-11-4592	Recording Fees	174	129	300	50	300	0%
		12,546	9,830	15,550	15,300	15,800	2%
<u>SUPPLIES</u>							
110-415-11-4610	Office Supplies	1,899	1,480	2,600	2,600	2,600	0%
110-415-11-4611	Postage	981	630	1,750	1,000	1,750	0%
110-415-11-4626	Gas and Oil	-	-	100	25	100	0%
		2,880	2,110	4,450	3,625	4,450	0%
<u>CAPITAL</u>							
110-415-11-4743	Furniture and Equipment	-	-	-	-	-	N/A
110-415-11-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENDITURES		82,233	80,742	114,550	112,775	124,900	9%

Administration Department

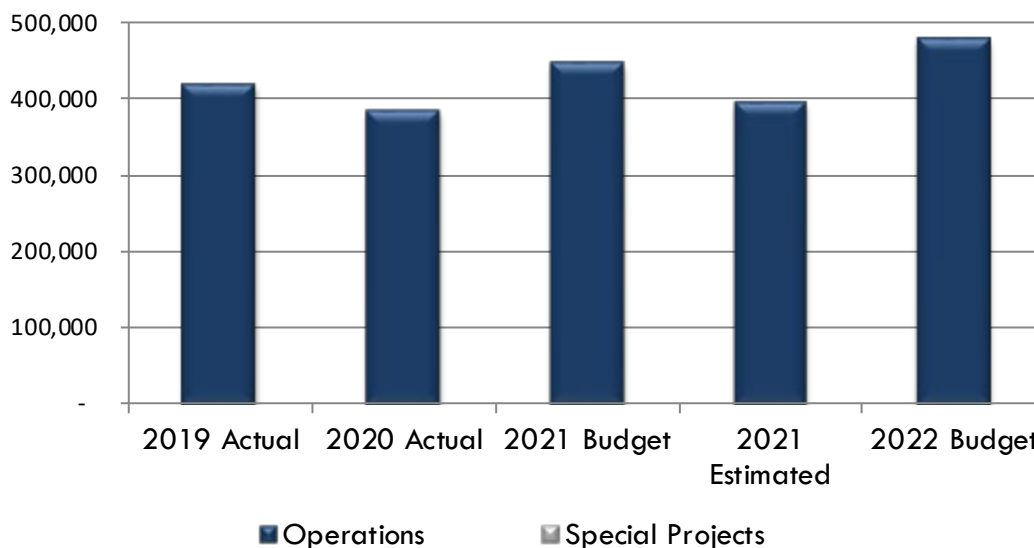
Finance

<u>EXPENDITURES</u>	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 248,493	\$ 241,106	\$ 262,100	\$ 225,250	\$ 286,525	9%
Personnel Services, Benefits	84,742	76,398	95,750	83,600	101,475	6%
Purchased Professional Services	43,767	25,621	43,300	39,300	42,500	-2%
Purchased Property Services	16,965	17,973	19,000	19,000	20,000	5%
Other Purchased Services	3,563	2,711	3,700	3,700	3,700	0%
Supplies	21,507	20,364	24,000	24,000	24,200	1%
Operating Expenses	\$ 419,037	\$ 384,173	\$ 447,850	\$ 394,850	\$ 478,400	7%
Capital	-	-	-	-	-	N/A
Special Projects	-	-	-	-	-	N/A
Total Expense	\$ 419,037	\$ 384,173	\$ 447,850	\$ 394,850	\$ 478,400	7%

MISSION

The Finance Department provides accounting, budgeting, cash management, and other financial services for the City. The mission of the Finance Program is to provide comprehensive and transparent financial management through implementation of financial policies and practices which provide sound fiscal management, maintaining strong ethics and integrity, and supporting customer-oriented values and accountability. Timely, accurate, relevant and accessible financial data and services is necessary to provide a solid foundation for management and decision making.

Budget History



Administration Department

Finance

RESPONSIBILITIES

- Accounts Payable, Accounts Receivable, Payroll and Utility Billing
- Budget Development
- Cash Management
- Debt Management
- Financial Accounting and Reporting

PRIOR YEAR ACCOMPLISHMENTS

- Received an unqualified opinion on the 2020 Financial Statements from the City's auditing firm. An unqualified opinion is a "clean" auditor's report that concludes that the financial statements fairly present the City's operations and financial position in accordance with generally accepted accounting principles.
- Oversight and preparation of 2022 Budget.

GOALS

- Provide accurate and timely review, analysis and reporting of the City's financial condition to facilitate the decision making process and ensure the fiscal stability of the City.
- Review all major financial decisions for affordability and impact on financial stability and the ability to provide sustainable core services to the community.
- Alignment of recurring revenues and expenditures to achieve a structurally balanced budget.
- Process payments to employees and vendors, and monthly billing to utility customers in a timely and accurate manner.
- Review existing and implement new internal controls that are adequate and effective to ensure the appropriate use, safety, and security of the City's financial assets.
- Strengthen the City's financial knowledge, skills, and abilities to maximize the use of the City's financial data through the creation of training programs for city-wide staff.
- Assist departments with collection, analysis, and reporting of performance measures to enhance Performance Management which uses data as a tool to manage and improve services.
- Identify trends in assessed market value by residential and commercial property.
- Comparison of business licenses and sales tax collections to identify potential areas of noncompliance.

Administration Department

Finance

PERFORMANCE MEASURES

- Fiscal stability as evidenced by credit rating analysis, operating reserves, and fiscal health analysis benchmarks.

Status:

- ✓ Credit rating: AA-/stable – no changes as of 9/27/2021
 - ✓ Operating reserves: 25% of current year budgeted expenses maintained.
 - ✓ Fiscal Health Analysis benchmarks: Ratios are healthy at 12/31/2020. Benchmarks are met with the exception of expenditures per capita which had an annual increase for each of the last 3 years (2018 thru 2020). However, tax revenue per capita increased 18% from 2018 thru 2020 and expenditures, per capita, increased 16% for the same time frame.
- Alignment of operating expenses for core services with recurring revenues sources.
- Status: This will be incorporated as part of the 2021 Budget development and is already included in the budget document as one of the Revenue Policies. The next step will be to illustrate this alignment and any shortfalls or excesses as part of the Revenue Policies.
 - Compliance with financial policies.

Status: The City received an unqualified opinion from the Auditor's on the 2020 Financial Statements. No adjusting entries were required by the auditors and there were no findings or recommendations for areas of improvements in the Management Letter. The 2022 Budget Overview will include a Compliance Checklist with the City's various Budget Policies.

BUDGET HIGHLIGHTS

- There are no significant changes in the 2022 Budget.

Administration Department

Finance

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-415-12-4111	Salaries, Administrative	237,547	221,356	239,200	210,000	263,475	10%
110-415-12-4120	Salaries, Part time	10,424	19,295	21,900	15,000	22,500	3%
110-415-12-4130	Overtime	522	455	1,000	250	550	-45%
		248,493	241,106	262,100	225,250	286,525	9%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-415-12-4210	Health Insurance	55,121	47,715	63,750	55,000	66,350	4%
110-415-12-4220	FICA Payroll Expense	14,732	14,402	16,250	15,000	17,775	9%
110-415-12-4221	Medicare Payroll Expense	3,445	3,368	3,800	3,500	4,200	11%
110-415-12-4230	Retirement Contribution	10,671	9,942	10,850	9,000	11,900	10%
110-415-12-4250	Unemployment Insurance	543	695	800	800	900	13%
110-415-12-4260	Workers Compensation Insurar	230	276	300	300	350	17%
		84,742	76,398	95,750	83,600	101,475	6%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-415-12-4310	Professional Development	1,190	1,065	3,000	3,000	3,500	17%
110-415-12-4315	Audit Fees	28,000	24,000	29,000	30,000	30,500	5%
110-415-12-4316	Bank & Credit Card Fees	8,887	-	5,000	-	2,500	-50%
110-415-12-4317	Lock Off Fees	5,690	556	6,300	6,300	6,000	-5%
		43,767	25,621	43,300	39,300	42,500	-2%
<u>PURCHASED PROPERTY SERVICES</u>							
110-415-12-4430	Service Contracts	16,965	17,973	19,000	19,000	20,000	5%
		16,965	17,973	19,000	19,000	20,000	5%
<u>OTHER PURCHASED SERVICES</u>							
110-415-12-4550	Printing	3,563	2,711	3,700	3,700	3,700	0%
		3,563	2,711	3,700	3,700	3,700	0%
<u>SUPPLIES</u>							
110-415-12-4610	Office Supplies	4,143	3,180	5,000	5,000	5,000	0%
110-415-12-4611	Postage	17,364	17,184	19,000	19,000	19,000	0%
110-415-12-4626	Gas and Oil	-	-	-	-	200	N/A
		21,507	20,364	24,000	24,000	24,200	1%
<u>CAPITAL</u>							
110-415-12-4743	Furniture and Equipment	-	-	-	-	-	N/A
110-415-12-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>SPECIAL PROJECTS</u>							
110-415-12-4824	Priority Based Budgeting	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENDITURES		419,037	384,173	447,850	394,850	478,400	7%

Administration Department

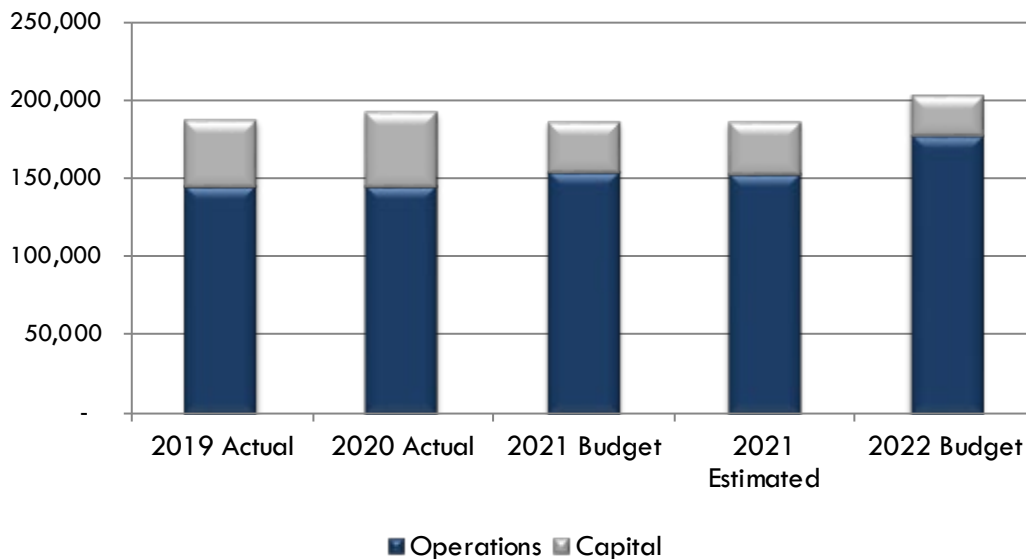
Information Technology Services

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Personnel Services, Benefits	-	-	-	-	-	N/A
Purchased Professional Services	-	-	-	-	5,000	N/A
Purchased Property Services	123,240	119,813	123,800	123,800	133,100	8%
Other Purchased Services	14,799	14,876	19,150	17,950	19,150	0%
Supplies	7,248	10,504	11,100	11,600	20,400	84%
Operating Expenses	\$ 145,287	\$ 145,193	\$ 154,050	\$ 153,350	\$ 177,650	15%
Capital	42,708	47,323	32,500	33,625	25,625	-21%
Total Expense	\$ 187,995	\$ 192,516	\$ 186,550	\$ 186,975	\$ 203,275	9%

MISSION

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

RESPONSIBILITIES

- Provide excellent service and support to users of the City of Fruita's information systems.
- Update and maintain hardware and software systems with the most current and applicable technology within budgetary limits.
- Ensure compliance and safety of all equipment and devices.

PRIOR YEAR ACCOMPLISHMENTS

- Replaced Phone System to 3CX phone System.
- Installed new Door Access system at the Police Department.
- Replaced 15 Workstations replacing some with Laptops to allow users to work from home.
- Started replacing Switches and Access Points with Unifi Equipment
- Started looking into Fiber internet options

GOALS

- Refresh 15-20 computers in various departments in the City.
- Setup Threat Locker as an additional security level for computers.
- Replace remaining Switches and Access Points with Unifi
- Deploy a generator at the Police Department and Civic center to help with power outages.
- Upgrade the internet for the City.
- Work to centralize the internet and fiber links to GJ City at the Civic Center.
- Replace remaining Polycom phones with Yealink phones.

PERFORMANCE MEASURES

- Facilitate communication and service between ProVelocity and employees to improve response time.
 - ✓ Status. ProVelocity and the City have continued to facilitate communication to improve response time. This will continue to be a performance measure in 2022 as communication can still be enhanced.
- Maintain all systems with most current and applicable technology with budgetary limits.

Administration Department

Information Technology Services

- ✓ Status. Several switches and battery backups were replaced throughout the City. The 2022 budget will enable ProVelocity to replace the remaining switches and battery backups.

BUDGET HIGHLIGHTS

- Total costs for IT Services, telephone and internet services, and supplies and equipment are distributed among various funds and departments based on services and equipment provided.
- Supplies and equipment include \$7,200 for replacement of Yealink phones across the organization
- Capital equipment of \$25,626 includes replacement of various laptops and desktop computers and \$15,000 in undesignated capital equipment needs.

Administration Department

Information Technology Services

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
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
PERSONNEL SERVICES, BENEFITS							
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 Insurance	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
PURCHASED PROFESSIONAL SERVICES							
110-415-13-4310	Professional Development	-	-	-	-	-	N/A
110-415-13-4338	Website Development	-	-	-	-	5,000	N/A
		-	-	-	-	5,000	N/A
PURCHASED PROPERTY SERVICES							
110-415-13-4430	Service Contracts	123,240	119,813	123,800	123,800	133,100	8%
		123,240	119,813	123,800	123,800	133,100	8%
OTHER PURCHASED SERVICES							
110-415-13-4530	Telephone and Internet	14,799	14,876	19,150	17,950	19,150	0%
		14,799	14,876	19,150	17,950	19,150	0%
SUPPLIES							
110-415-13-4610	Office Supplies	-	-	-	-	-	N/A
110-415-13-4612	Supplies and Equipment	7,248	10,504	11,100	11,600	20,400	84%
		7,248	10,504	11,100	11,600	20,400	84%
CAPITAL							
110-415-13-4743	Furniture and Equipment	-	-	-	-	-	N/A
110-415-13-4744	Computer Equipment	42,708	47,323	32,500	33,625	25,625	-21%
		42,708	47,323	32,500	33,625	25,625	-21%
TOTAL EXPENDITURES		187,995	192,516	186,550	186,975	203,275	9%

Administration Department

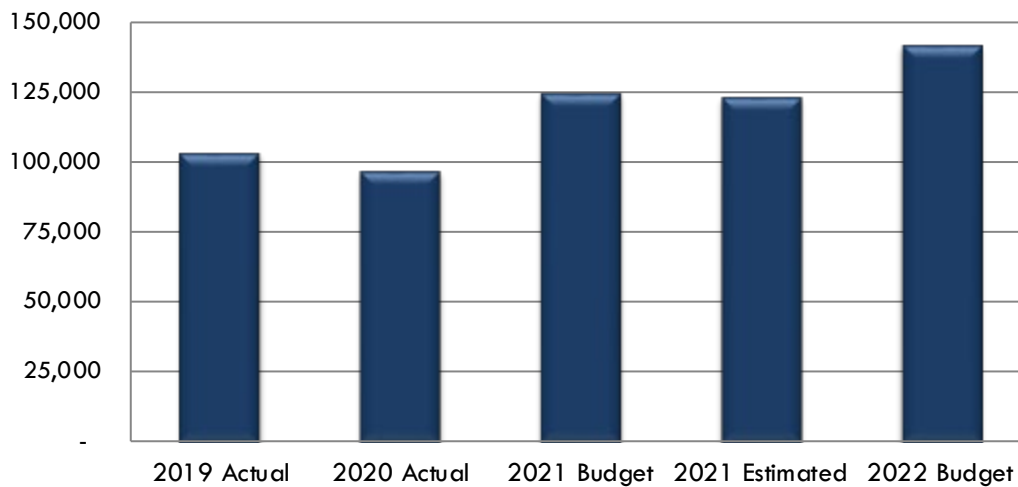
Human Resources

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 59,731	\$ 66,593	\$ 84,150	\$ 84,150	\$ 96,000	14%
Personnel Services, Benefits	15,818	15,003	20,350	20,350	22,250	9%
Purchased Professional Services	27,234	14,171	19,400	18,700	22,500	16%
Other Purchased Services	-	-	-	-	-	N/A
Supplies	749	710	800	250	900	13%
Operating Expenses	\$ 103,532	\$ 96,477	\$ 124,700	\$ 123,450	\$ 141,650	14%
Special Projects	-	-	-	10,000	-	N/A
Total Expense	\$ 103,532	\$ 96,477	\$ 124,700	\$ 133,450	\$ 141,650	14%

MISSION

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

RESPONSIBILITIES

- 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 Engagement Committee (EEC),
 - ❖ Participation and facilitation of the Alliance for Innovation Team,
 - ❖ Dissemination of information using various formats about benefit changes, employee recognition, and other important employee information.
- Develop long-range goals to support employee retention that include continued evaluation of employee salaries and benefits.
- Continue 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.
- Continue efforts to increase the efficiency and effectiveness of the Human Resource Department through improved communications with the City Manager, Department Directors, and employees.
- Attend 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.
- Work with the City Manager and Department Directors to find innovative and cost-effective ways to retain qualified staff at all times, including developing succession planning initiatives.
- 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.

PRIOR YEAR ACCOMPLISHMENTS

- Implemented the Equal Pay Act and Healthy Families Workplace Act (HFWA) to comply with new Colorado laws and regulations.
- Updated the Employee Handbook to ensure all applicable laws and regulations were included.
- Conducted a market study and updated the compensation program to continue making salaries more competitive with the state-wide market.
- Successfully recruited and filled several full-time, part-time and variable hour vacancies.
 - ❖ Nine positions were vacated and filled due to turnover or promotion in 2021.

Administration Department

Human Resources

- Procurement Specialist/Risk Coordinator – Finance (full-time)
- Code Enforcement Officer - Planning (full-time)
- Recreation Coordinator/Senior Services – Parks & Recreation (full-time)
- Recreation Coordinator/Special Events & Marketing – Parks & Recreation (full-time)
- Administrative Specialist – Fruita Community Center (part-time)
- Police Officer – Fruita Police Department (full-time)
- Evidence Technician – Fruita Police Department (part-time)
- Public Works Director – Public Works (full-time)
- Parks & Recreation Director – Parks & Recreation (full-time)

❖ New positions that were filled in 2021 include the following:

- Assistant to the City Manager – Administration (full-time)
- Maintenance Custodian – Public Works (full-time)
- 1 Engineering Intern Seasonal Employee
- 3 Public Works Seasonal Employees
- 6 Parks & Recreation Seasonal Employees.
- Several variable hour and seasonal positions at the Fruita Community Center were filled as needed.

GOALS

- Update the Safety Manual.
- Finalize all components of the Compensation Plan.
- Improve employee engagement through the Employee Engagement Committee.
- Identify positions for succession planning and create a plan.
- Explore options to enhance the City's retirement plan.

PERFORMANCE MEASURES

- Reduce recruitment costs by identifying effective advertising avenues, such as professional publications and websites, etc. to increase the applicant pool for open positions.
 - ✓ Status: Will continue to identify cost-effective recruitment avenues in 2021 without impacting recruitment efforts.
- Onboard all full-time and permanent part-time employees with an employee orientation with both the Human Resource Director and the City Manager within 30 days of hire.
 - ✓ Status: All full-time and permanent part-time employees had an employee orientation with the Human Resource Director and the City Manager.
- Conduct a benefit survey to measure employee satisfaction with the City's benefit package.

Administration Department

Human Resources

BUDGET HIGHLIGHTS

- An additional \$1,000 was added to the Professional Development line item for the HR Director to attend the CEBT Annual Meeting. CEBT is the health insurance provider for the City of Fruita.

Administration Department

Human Resources

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-415-15-4111	Salaries, Administrative	59,731	66,593	84,150	84,150	96,000	14%
110-415-15-4130	Overtime	-	-	-	-	-	N/A
		59,731	66,593	84,150	84,150	96,000	14%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-415-15-4210	Health Insurance	6,286	6,766	9,200	9,200	9,600	4%
110-415-15-4220	FICA Payroll Expense	3,633	4,039	5,250	5,250	5,975	14%
110-415-15-4221	Medicare Payroll Expense	849	945	1,250	1,250	1,400	12%
110-415-15-4230	Retirement Contribution	2,688	2,991	3,800	3,800	4,350	14%
110-415-15-4250	Unemployment Insurance	177	195	250	250	300	20%
110-415-15-4260	Workers Comp Insurance	59	67	100	100	125	25%
110-415-15-4290	Employee Assistance Programs	2,126	-	500	500	500	0%
		15,818	15,003	20,350	20,350	22,250	9%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-415-15-4310	Professional Development	3,762	378	800	700	1,900	138%
110-415-15-4311	Appreciation Programs	8,389	2,530	7,500	7,500	7,500	0%
110-415-15-4312	Flex Benefit Administration Fee	2,539	1,968	3,100	2,000	3,100	0%
110-415-15-4330	Legal Services	-	-	-	-	-	N/A
110-415-15-4345	Recruitment	12,544	9,295	8,000	8,500	10,000	25%
		27,234	14,171	19,400	18,700	22,500	16%
<u>OTHER PURCHASED SERVICES</u>							
110-415-15-4530	Telephone	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>SUPPLIES</u>							
110-415-15-4610	Office Supplies	749	710	800	250	900	13%
		749	710	800	250	900	13%
<u>CAPITAL</u>							
110-415-15-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>SPECIAL PROJECTS</u>							
110-415-15-4824	Compensation Plan Update	-	-	-	10,000	-	N/A
		-	-	-	10,000	-	N/A
TOTAL EXPENDITURES		103,532	96,477	124,700	133,450	141,650	14%

Engineering Department

Engineering

Engineering Department

Engineering

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Engineering Department

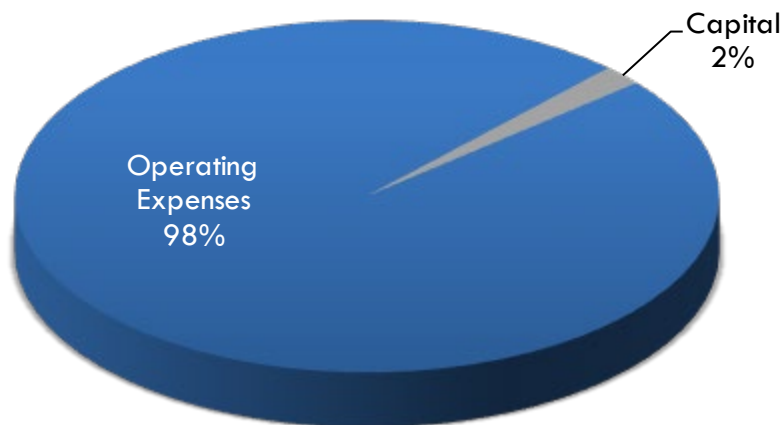
Engineering

<u>Expenses by Program</u>	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Engineering	\$ 301,218	\$ 327,285	\$ 352,750	\$ 350,600	\$ 473,275	34%
Operating Expenses	\$ 301,218	\$ 327,285	\$ 352,750	\$ 350,600	\$ 473,275	34%
Capital	29,835	-	31,000	28,800	9,000	-71%
Special Projects	-	-	-	-	-	N/A
Total Expense	\$ 331,053	\$ 327,285	\$ 383,750	\$ 379,400	\$ 482,275	26%

MISSION

The Engineering Department provides a variety of technical services to other City departments as well as developers, builders, and the general public.

Engineering Department Programs

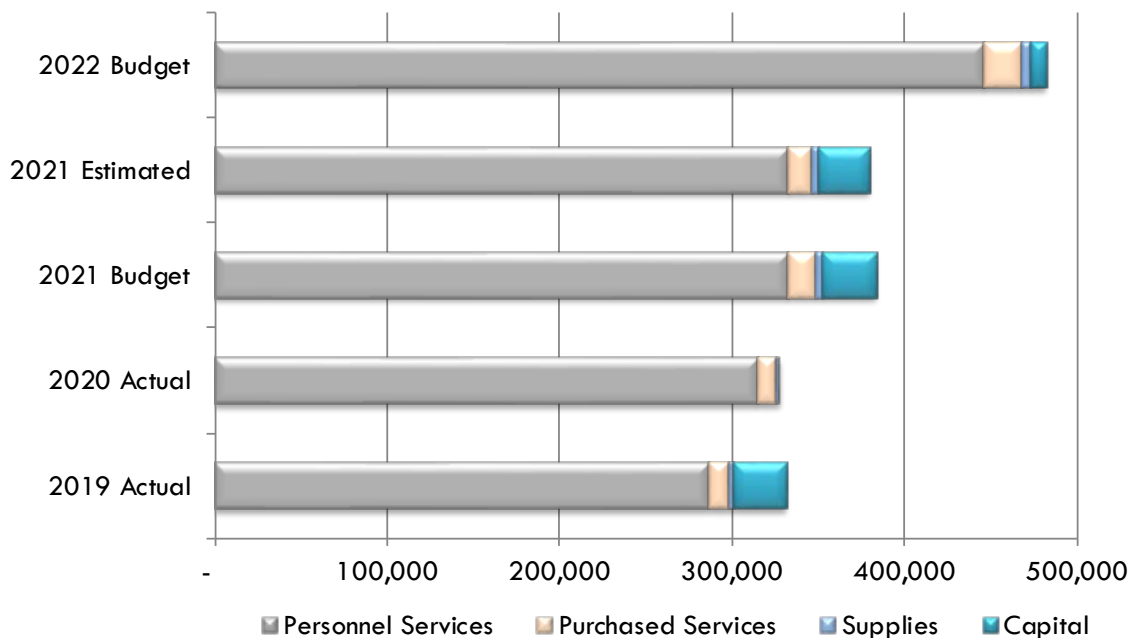


Engineering Department

Engineering

EXPENSES BY TYPE	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 206,334	\$ 227,353	\$ 238,300	\$ 238,300	\$ 315,400	32%
Personnel Services, Benefits	80,137	87,128	94,100	94,250	130,725	39%
Purchased Professional Services	6,041	5,960	9,000	6,700	9,500	6%
Purchased Property Services	3,715	3,737	4,200	4,200	8,850	111%
Other Purchased Services	1,670	1,450	2,250	2,250	2,800	24%
Supplies	3,321	1,657	4,900	4,900	6,000	22%
Operating Expenses	\$ 301,218	\$ 327,285	\$ 352,750	\$ 350,600	\$ 473,275	34%
Capital	29,835	-	31,000	28,800	9,000	-71%
Total Expense	\$ 331,053	\$ 327,285	\$ 383,750	\$ 379,400	\$ 482,275	26%

Budget History



Factors Affecting Expenses

- The Engineering Department was created in 2021 and separated from the Public Works Department.
- Overall expenses of the Engineering Department of \$482,275 are budgeted to increase 26% in 2022.

Engineering Department

Engineering

- Personnel costs are budgeted to increase 34% in 2022. This increase is due to the addition of a full time Engineering Technician position.
- Capital expenses of \$9,000 include the purchase of an inclinometer.

Personnel

The 2022 Budget includes the addition of a full time Engineering Technician position. The following charts show the staffing levels for the Department by manhours and position.

ENGINEERING DEPARTMENT STAFFING CHART				
Hours	2019 Actual	2020 Actual	2021 Budget	2021 Budget
Engineering				
Full time employees	6,285	6,494	6,240	8,320
Part time employees	447	-	550	550
Overtime	-	-	-	15
Total Hours	6,732	6,494	6,790	8,885
Total FTE Equivalent	3.24	3.12	3.26	4.27

Engineering Personnel				
Position	2019 Budget	2020 Actual	2021 Budget	2022 Budget
Engineering				
City Engineer	1.00	1.00	1.00	1.00
Civil Engineer	1.00	1.00	1.00	1.00
Construction Project Manager	1.00	1.00	1.00	1.00
Engineering Technician	0.00	0.00	0.00	1.00
Engineering Intern	0.25	0.25	0.25	0.26
Total Positions	3.25	3.25	3.25	4.26

Engineering Department

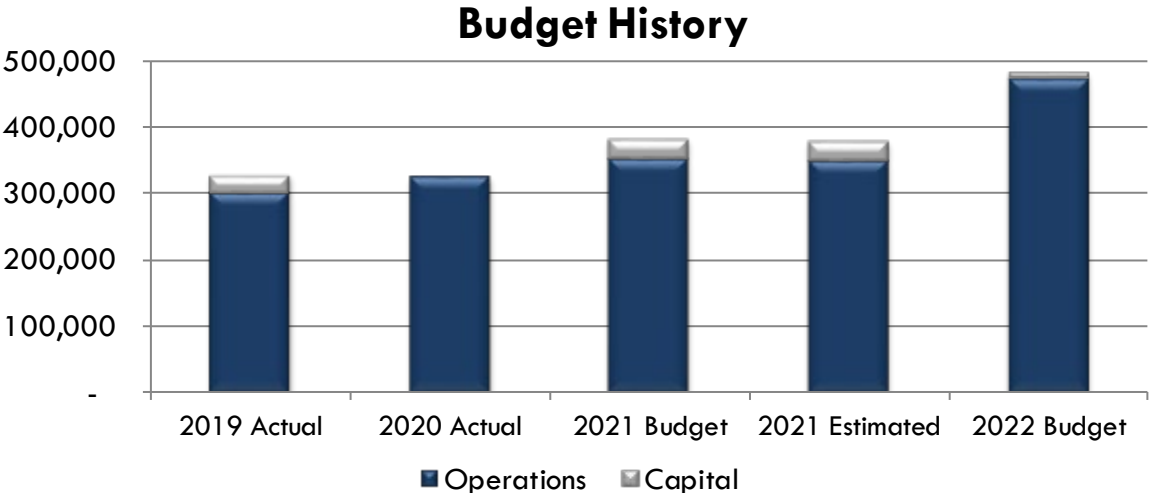
Engineering

EXPENSES BY TYPE	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 206,334	\$ 227,353	\$ 238,300	\$ 238,300	\$ 315,400	32%
Personnel Services, Benefits	80,137	87,128	94,100	94,250	130,725	39%
Purchased Professional Services	6,041	5,960	9,000	6,700	9,500	6%
Purchased Property Services	3,715	3,737	4,200	4,200	8,850	111%
Other Purchased Services	1,670	1,450	2,250	2,250	2,800	24%
Supplies	3,321	1,657	4,900	4,900	6,000	22%
Operating Expenses	\$ 301,218	\$ 327,285	\$ 352,750	\$ 350,600	\$ 473,275	34%
Capital	29,835	-	31,000	28,800	9,000	-71%
Total Expense	\$ 331,053	\$ 327,285	\$ 383,750	\$ 379,400	\$ 482,275	26%

RESPONSIBILITIES

The responsibilities of the Engineering Department remain consistent with the responsibilities 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 responsibilities 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 place for the community.



Engineering Department

Engineering

PRIOR YEAR ACCOMPLISHMENTS

The Engineering Division's 2021 workload experienced a steady amount of capital project management and a continued growth in development review services. The part-time engineering intern position was an added help 2021. With the limited staff, the Engineering Division provided a tremendous level of service to the community.

Project management included:

- Design & project management and completion of Phase II Maple Street Sewer and Street improvements. This project added about 1,000 feet of sewer and overlays to Aspen Avenue from Maple St. to Ash St. as construction pricing was competitive and the Aspen Ave sewer was experiencing problems.
- Design & project management and completion of the Ash Street Sewer Replacement project.
- Designed and completed the Big Salt Wash trail connections.
- \$170,000 of road overlays and \$30,000 of sidewalk replacements.
- Provided project management for the Pine St. Bridge design.
- Provided project management of the Active Circulation Plan.

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.

- Design and provide construction services for:
 - a. Phase III of the Maple Street Sewer and Street Improvements
 - b. 2022 Road Overlays
 - c. 2022 Sidewalk Replacements
- Design the following projects:
 - a. Design Fremont St. from Skiff Ave. to J Road
 - b. Design Fremont St. from J Road to South end of Grand Valley Estates II
 - c. Design Fremont Street from J.2 Road to J.6 Road
- Provide Right of Way acquisition for:
 - a. Maple St. Bridge
 - b. Fremont St. From Highway 6 to J Road
- Provide Construction services for:

Engineering Department

Engineering

- a. Pine Street Bridge Replacement (Little Salt Wash)
- Provide construction inspection for a larger number of development projects.

PERFORMANCE MEASURES

- Submit all development review comments to the Planning Department by established deadlines.
- Review and respond to responses to review comments from applicants within one week.

This was accomplished for most of development applications in 2021 as we had an uptick in applications along with heavy capital planning, design and construction.
- Provide GIS staff training for a minimum of one city department and one outside user group per year.

This has continued with the use of Collector which has been a way to utilize an application on a smart phone to document anything from a pothole to a park bench which would then reside in the GIS data.

BUDGET HIGHLIGHTS

- An additional full time staff member will be added for the 2022 budget to assist in workload for design and construction.
- Capital Equipment - \$9,000. The original inclinometer purchased for monitoring Fruita Reservoir #1 when rebuilt back in 2010 is obsolete and will be replaced this year for continued monitoring required by the Division of Water Resources of the Division of Natural Resources.

Engineering Department

Engineering

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-418-30-4111	Salaries, Administrative	200,523	227,353	230,600	230,600	307,100	33%
110-418-30-4120	Part Time	5,811	-	7,700	7,700	7,700	0%
110-418-30-4130	Overtime	-	-	-	-	600	N/A
		206,334	227,353	238,300	238,300	315,400	32%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-418-30-4210	Health Insurance	52,377	56,287	61,000	61,000	86,000	41%
110-418-30-4220	FICA Payroll Expense	12,444	13,624	14,800	14,800	19,600	32%
110-418-30-4221	Medicare Payroll Expense	2,910	3,186	3,500	3,500	4,600	31%
110-418-30-4230	Retirement Contribution	9,024	10,210	10,400	10,400	14,200	37%
110-418-30-4250	Unemployment Insurance	606	658	750	750	950	27%
110-418-30-4260	Workers Compensation Ins	2,776	3,163	3,650	3,800	5,375	47%
		80,137	87,128	94,100	94,250	130,725	39%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-418-30-4310	Professional Development	2,091	960	4,000	4,000	4,500	13%
110-418-30-4335	Engineering	3,950	5,000	5,000	2,700	5,000	0%
		6,041	5,960	9,000	6,700	9,500	6%
<u>PURCHASED PROPERTY SERVICES</u>							
110-418-30-4430	Service Contracts	3,715	3,737	4,200	4,200	4,200	0%
110-418-30-4435	Fleet Maintenance Charges	-	-	-	-	4,650	N/A
		3,715	3,737	4,200	4,200	8,850	111%
<u>OTHER PURCHASED SERVICES</u>							
110-418-30-4530	Telephone	1,670	1,398	2,250	2,250	2,800	24%
110-418-30-4550	Printing	-	-	-	-	-	N/A
110-418-30-4551	Publishing	-	52	-	-	-	N/A
		1,670	1,450	2,250	2,250	2,800	24%
<u>SUPPLIES</u>							
110-418-30-4610	Office Supplies	1,670	401	1,500	1,500	2,500	67%
110-418-30-4611	Postage	100	70	100	100	100	0%
110-418-30-4612	Supplies and Equipment	339	287	1,500	1,500	1,500	0%
110-418-30-4626	Gas and Oil	978	767	1,200	1,200	1,300	8%
110-418-30-4630	Meeting/Appreciation Supplies	-	-	100	100	100	0%
110-418-30-4661	Uniforms	234	-	250	250	250	0%
110-418-30-4662	Safety Equipment	-	132	250	250	250	0%
		3,321	1,657	4,900	4,900	6,000	22%
<u>CAPITAL</u>							
110-418-30-4741	Land Acquisition	-	-	-	2,300	-	N/A
110-418-30-4742	Mobile Equipment	29,835	-	31,000	26,500	-	-100%
110-418-30-4743	Furniture and Equipment	-	-	-	-	9,000	N/A
110-418-30-4744	Computer Equipment	-	-	-	-	-	N/A
		29,835	-	31,000	28,800	9,000	-71%
<u>SPECIAL PROJECTS</u>							
110-418-30-4825	US 6 Access Control Plan	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL ENGINEERING		331,053	327,285	383,750	379,400	482,275	26%

Community Development Department

Community Development Department

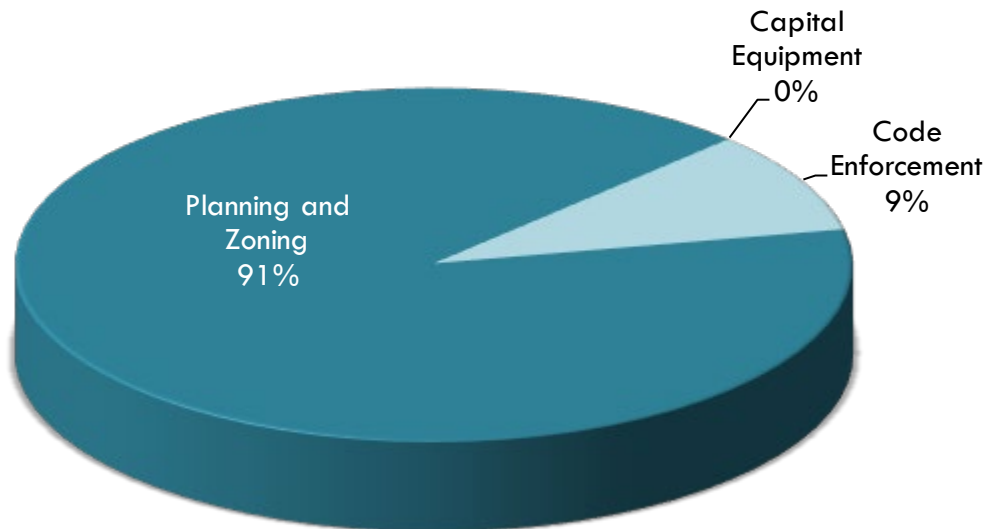
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Community Development Department

Expenses by Program	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Code Enforcement	\$ 26,972	\$ 32,679	\$ 39,525	\$ 37,805	\$ 44,350	12%
Planning and Zoning	265,493	281,781	298,050	311,400	427,475	43%
Operating Expenses	\$ 292,465	\$ 314,460	\$ 337,575	\$ 349,205	\$ 471,825	40%
Capital	-	-	31,000	24,500	-	-100%
Special Projects	91,125	80,903	500	120,650	500	0%
Total Expense	\$ 383,590	\$ 395,363	\$ 369,075	\$ 494,355	\$ 472,325	28%

The Community Development Department includes the Current and Long Range Planning and Code Enforcement programs. The mission of the Department is to manage long-term growth and create a well-designed, high quality community through effective planning, zoning and enforcement activities to preserve and enhance the quality of life for all residents of the City of Fruita.

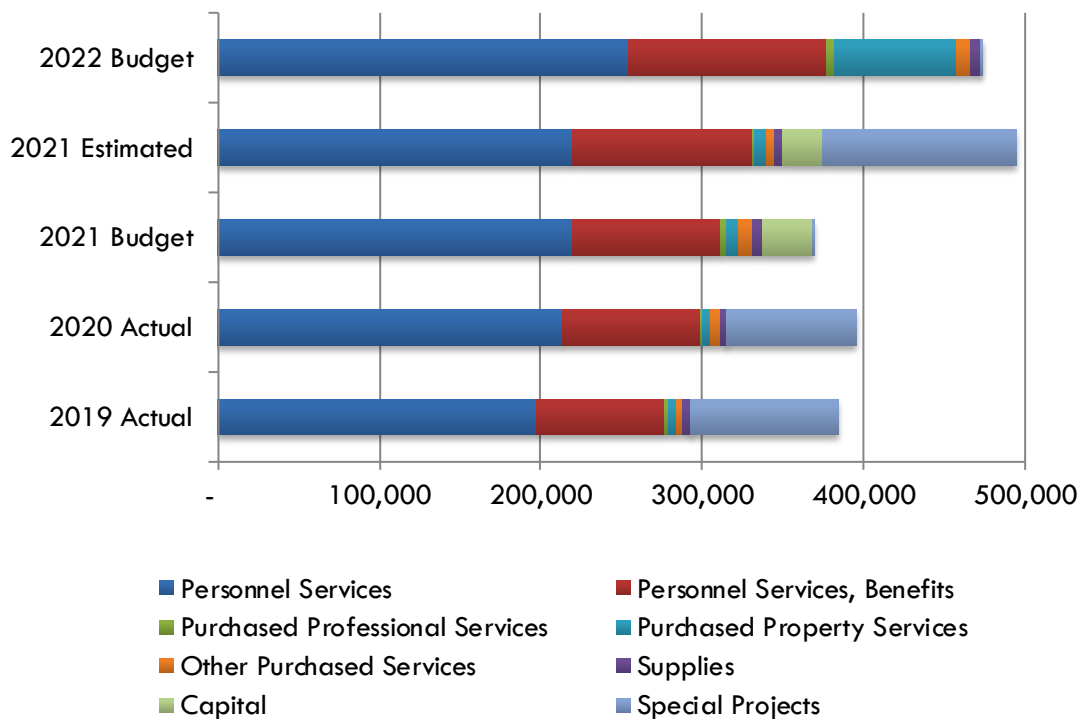
Community Development Programs



Community Development Department

Expenses by Category	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services	\$ 197,107	\$ 214,218	\$ 219,300	\$ 220,400	\$ 253,900	16%
Personnel Services, Benefits	79,260	85,315	91,800	110,705	122,450	33%
Purchased Professional Services	2,971	608	4,500	850	5,000	11%
Purchased Property Services	4,610	4,620	7,000	7,475	75,500	979%
Other Purchased Services	3,762	6,542	8,400	5,675	8,400	0%
Supplies	4,752	3,159	6,575	4,100	6,575	0%
Operating Expenses	\$ 292,462	\$ 314,462	\$ 337,575	\$ 349,205	\$ 471,825	40%
Capital	-	-	31,000	24,500	-	-100%
Special Projects	91,125	80,903	500	120,650	500	0%
Total Expense	\$ 383,587	\$ 395,365	\$ 369,075	\$ 494,355	\$ 472,325	28%

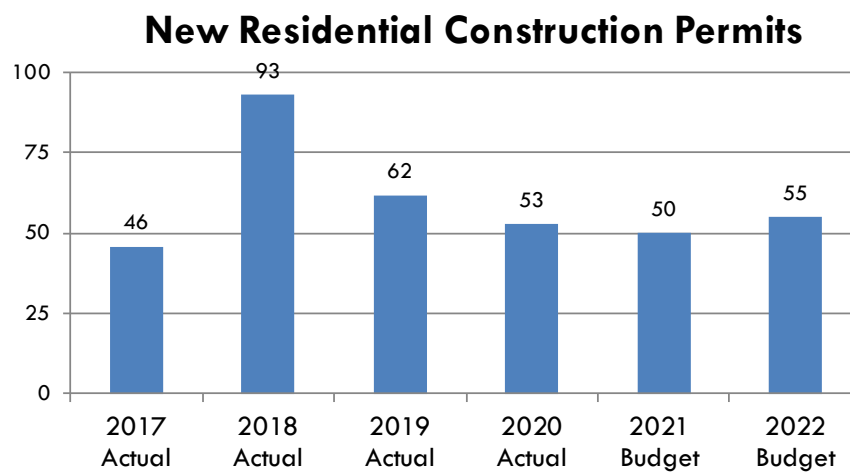
Budget History



Community Development Department

Factors Affecting Expenses

- Overall expenses of the Community Development Department of \$472,325 are budgeted to increase 28% in 2022 from the original 2021 Budget.
 - Operating expenses are budgeted to increase 42% from the prior year Budget. This includes purchasing and implementing online-based developmental review software, and the transition of the Code Enforcement Officer from part-time to full-time.
- The following chart shows the number of permits issued for new residential construction in the City of Fruita since 2017.



Personnel

The part-time code compliance officer position was converted to a full time position in 2021 and this continues to the 2022 Budget. Personnel costs, including taxes and benefits, are budgeted to increase 21% in 2022. These costs include a pay adjustments for positions based on the market evaluation, conversion of the part time position to a full time position, and a 4.5% increase in health insurance costs.

Community Development Department

Community Development Personnel Positions				
Position	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Planning & Zoning				
Planning & Development Director	1.00	1.00	1.00	1.00
Planner II/I	1.00	1.00	1.00	1.00
Planning Technician	1.00	1.00	1.00	1.00
Code Enforcement				
Code Enforcement Officer	0.60	0.60	0.60	1.00
Total Positions	3.60	3.60	3.60	4.00

Community Development Staffing Chart				
Hours Summary	2019 Actual	2020 Actual	2021 Budget	2022 Budget
<u>Code Enforcement</u>				
Part time employees	1,131	1,250	1,250	-
Full time employees	-	-	-	1,040
<i>Total Code Enforcement Hours</i>	<u>1,131</u>	<u>1,250</u>	<u>1,250</u>	<u>1,040</u>
<u>Current and Long Range Planning</u>				
Full time employees	6,243	6,240	6,240	7,280
Part time employees	-	-	-	-
Overtime	4	-	-	15
<i>Total Planning Hours</i>	<u>6,247</u>	<u>6,240</u>	<u>6,240</u>	<u>7,295</u>
Total Hours	<u>7,378</u>	<u>7,490</u>	<u>7,490</u>	<u>8,335</u>
Total FTE Equivalent	<u>3.55</u>	<u>3.60</u>	<u>3.60</u>	<u>4.01</u>

Community Development Department

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
4111	Salaries, Administrative	176,685	190,721	193,400	214,600	253,400	31%
4120	Salaries, Part time	20,333	23,316	25,400	5,575	-	-100%
4130	Overtime	89	181	500	225	500	0%
		197,107	214,218	219,300	220,400	253,900	16%
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210	Health Insurance	55,694	59,832	64,800	84,400	90,000	39%
4220	FICA Payroll Expense	11,724	12,781	13,650	12,500	15,775	16%
4221	Medicare Payroll Expense	2,742	2,989	3,250	3,100	3,700	14%
4230	Retirement Contribution	8,051	8,563	8,750	9,450	11,500	31%
4250	Unemployment Insurance	573	617	700	625	775	11%
4260	Workers Compensation Insurance	476	533	650	630	700	8%
		79,260	85,315	91,800	110,705	122,450	33%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
4310	Professional Development	2,971	608	4,500	850	5,000	11%
4336	Planning Consultant	-	-	-	-	-	N/A
		2,971	608	4,500	850	5,000	11%
<u>PURCHASED PROPERTY SERVICES</u>							
4430	Service Contracts	2,410	3,220	2,500	2,975	75,000	2900%
4435	Fleet Maintenance Charges	2,200	1,400	4,500	4,500	500	-89%
		4,610	4,620	7,000	7,475	75,500	979%
<u>OTHER PURCHASED SERVICES</u>							
4530	Telephone	962	1,423	900	900	900	0%
4546	Property Clean Up	1,183	3,919	4,000	3,000	4,000	0%
4550	Printing	6	-	500	-	500	0%
4551	Publishing	664	611	2,250	1,525	2,250	0%
4592	Recording Fees	947	589	750	250	750	0%
		3,762	6,542	8,400	5,675	8,400	0%
<u>SUPPLIES</u>							
4610	Office Supplies	2,993	1,715	2,000	1,225	2,000	0%
4611	Postage	900	700	1,900	900	1,900	0%
4612	Supplies and Equipment	276	246	675	675	675	0%
4626	Fuel	443	498	700	175	700	0%
4642	Signs	-	-	1,000	1,000	1,000	0%
4661	Uniforms and Safety Equipment	140	-	300	125	300	0%
		4,752	3,159	6,575	4,100	6,575	0%
<u>CAPITAL</u>							
4742	Mobile Equipment	-	-	31,000	24,500	-	0%
		-	-	31,000	24,500	-	0%
<u>SPECIAL PROJECTS</u>							
4810	Boards/Commissions	118	-	500	25	500	0%
4821	Land Use Code Update	-	68,643	-	31,375	-	N/A
4825	Master Plan	91,007	12,260	-	-	-	N/A
4827	Housing Needs Assessment	-	-	-	89,250	-	
		91,125	80,903	500	120,650	500	0%
TOTAL COMMUNITY DEVELOPMENT EXP		383,587	395,365	369,075	494,355	472,325	28%

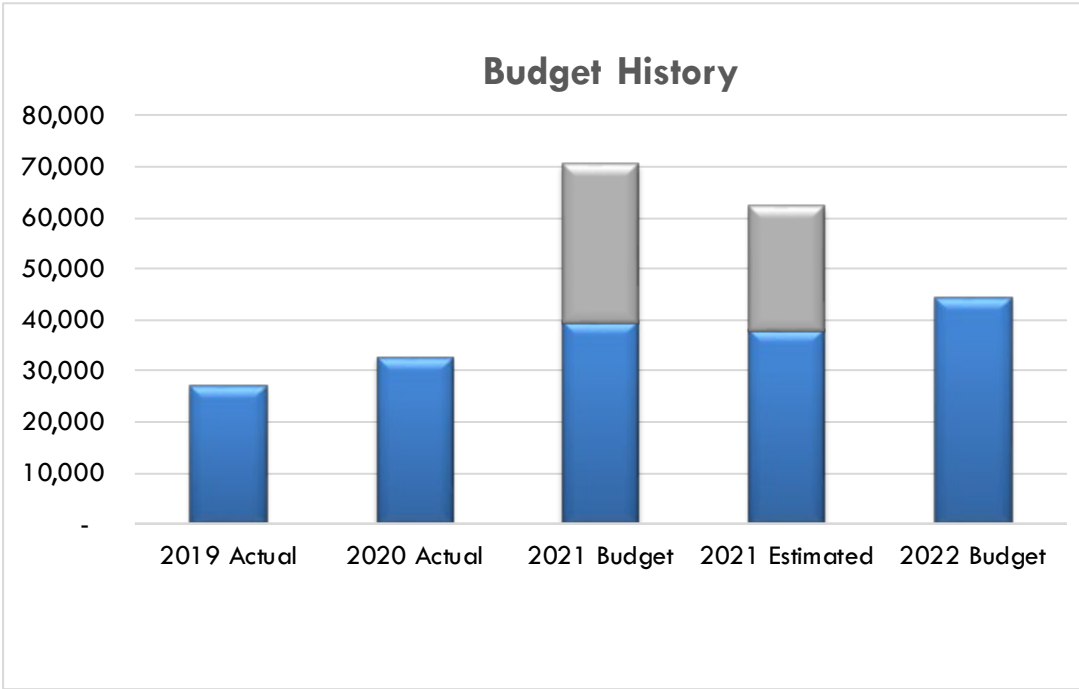
Community Development Department

Code Compliance

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 20,333	\$ 23,316	\$ 25,400	\$ 16,175	\$ 21,800	-14%
Personnel Services, Benefits	1,918	2,191	2,500	12,430	14,425	477%
Purchased Professional Services	45	322	500	500	1,000	100%
Purchased Property Services	2,200	1,400	4,500	4,500	500	-89%
Other Purchased Services	1,567	4,461	5,050	3,325	5,050	0%
Supplies	909	989	1,575	875	1,575	0%
Operating Expenses	\$ 26,972	\$ 32,679	\$ 39,525	\$ 37,805	\$ 44,350	12%
Capital	-	-	31,000	24,500	-	-100%
Total Expense	\$ 26,972	\$ 32,679	\$ 70,525	\$ 62,305	\$ 44,350	-37%

MISSION

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.



Community Development Department

Code Compliance

RESPONSIBILITIES

- 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.

PRIOR YEAR ACCOMPLISHMENTS

- The City of Fruita hired a new Code Compliance Officer earlier this year and has been creating a new system of case tracking and community outreach.
- Code Compliance Officer has been working with Short-Term Rental property owners and helping implement the city's new Short-Term Rental regulations.
- Code Compliance has responded to 151 cases as of 9/1/2021.

GOALS

- Continue to make connections with existing Homeowners Associations and hold bi-annual workshops within the confines of the Covid-19 pandemic requirements.
- Continue to work with Short-Term Rental properties to achieve compliance.

Community Development Department

Code Compliance

PERFORMANCE MEASURES

- Implement the Short-Term Rental permitting process accompanied with annual inspections and licensing.
- Implement new Code Enforcement software.

BUDGET HIGHLIGHTS

- Professional Development. The funds in the account are for the Code Compliance Officer to attend online, local and/or State training that may come up throughout the year. This may include basic Code Enforcement training.
- In 2021, the part time Code Compliance Officer position transitioned to a full-time role, with additional duties working as a Planning Technician. The position is now split 50/50 between Code Compliance and Long-Range Planning. The transition to a full-time position and split between programs is the reason for the decreases in salary in this program and the increase in benefit costs.

Community Development Department

Code Compliance

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-419-16-4111	Salaries, Administrative	-	-	-	10,600	21,800	N/A
110-419-16-4120	Salaries, Part time	20,333	23,316	25,400	5,575	-	-100%
110-419-16-4130	Overtime	-	-	-	-	-	N/A
		20,333	23,316	25,400	16,175	21,800	-14%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-419-16-4210	Health Insurance	-	-	-	9,900	11,250	N/A
110-419-16-4220	FICA Payroll Expense	1,261	1,446	1,600	1,000	1,375	-14%
110-419-16-4221	Medicare Payroll Expense	295	338	400	400	325	-19%
110-419-16-4230	Retirement Contribution	-	-	-	650	1,000	N/A
110-419-16-4250	Unemployment Insurance	61	69	100	75	75	-25%
110-419-16-4260	Workers Compensation Insurance	301	338	400	405	400	0%
		1,918	2,191	2,500	12,430	14,425	477%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-419-16-4310	Professional Development	45	322	500	500	1,000	100%
		45	322	500	500	1,000	100%
<u>PURCHASED PROPERTY SERVICES</u>							
110-419-16-4435	Fleet Maintenance Charges	2,200	1,400	4,500	4,500	500	-89%
		2,200	1,400	4,500	4,500	500	-89%
<u>OTHER PURCHASED SERVICES</u>							
110-419-16-4530	Telephone	362	524	300	300	300	0%
110-419-16-4546	Property Clean Up	1,183	3,919	4,000	3,000	4,000	0%
110-419-16-4551	Publishing	22	18	750	25	750	0%
		1,567	4,461	5,050	3,325	5,050	0%
<u>SUPPLIES</u>							
110-419-16-4610	Office Supplies	-	-	-	-	-	N/A
110-419-16-4611	Postage	250	280	400	400	400	0%
110-419-16-4612	Supplies and Equipment	76	211	175	175	175	0%
110-419-16-4626	Fuel	443	498	700	175	700	0%
110-419-16-4661	Uniforms and Safety Equipment	140	-	300	125	300	0%
		909	989	1,575	875	1,575	0%
<u>CAPITAL</u>							
110-419-16-4742	Mobile Equipment	-	-	31,000	24,500	-	-100%
		-	-	31,000	24,500	-	-100%
TOTAL CODE ENFORCEMENT EXPENSE		26,972	32,679	70,525	62,305	44,350	-37%

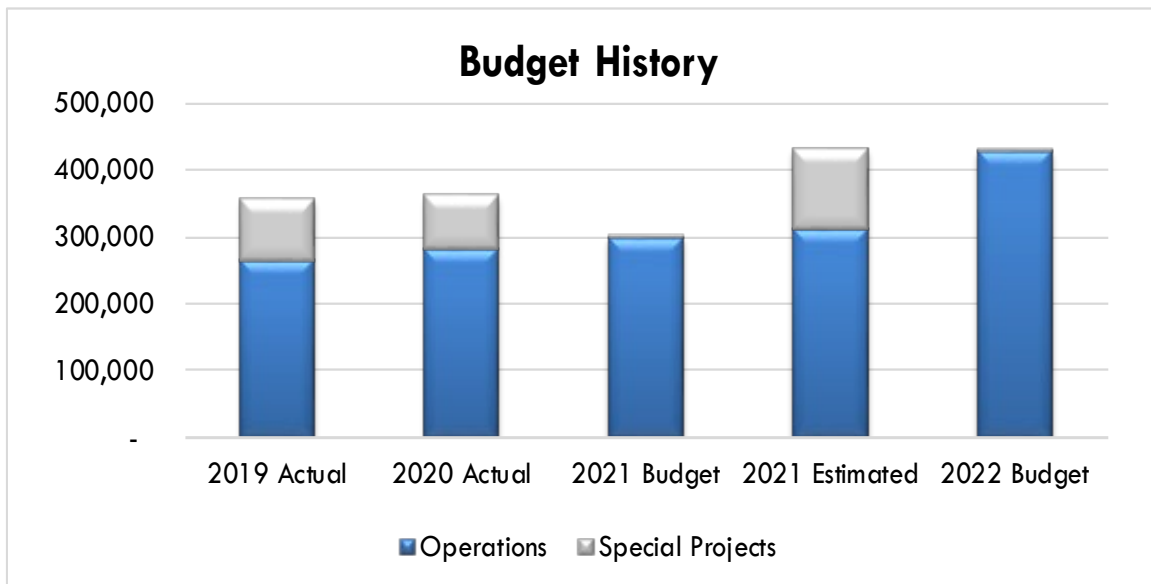
Community Development Department

Current and Long-Range Planning

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 176,774	\$ 190,902	\$ 193,900	\$ 204,225	\$ 232,100	20%
Personnel Services, Benefits	77,344	83,122	89,300	98,275	108,025	21%
Purchased Professional Services	2,926	286	4,000	350	4,000	0%
Purchased Property Services	2,410	3,220	2,500	2,975	75,000	2900%
Other Purchased Services	2,196	2,081	3,350	2,350	3,350	0%
Supplies	3,843	2,170	5,000	3,225	5,000	0%
Operating Expenses	\$ 265,493	\$ 281,781	\$ 298,050	\$ 311,400	\$ 427,475	43%
Capital	-	-	-	-	-	N/A
Special Projects	91,125	80,903	500	120,650	500	0%
Total Expense	\$ 356,618	\$ 362,684	\$ 298,550	\$ 432,050	\$ 427,975	43%

MISSION

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.



Community Development Department

Current and Long-Range Planning

RESPONSIBILITIES

- Community Development's main responsibilities consist of processing land development applications for annexations, subdivisions, site plans, conditional use permits, easement and right-of-way vacations and dedications, rezones, variances, and others. Another main component to our department is long-range planning efforts. Long-range planning efforts come in the form of a comprehensive plan, also known as a general plan, master plan or land-use plan; which is a policy document designed to guide the future actions of a community. It presents a vision for the future, with long-range goals and objectives for all activities that affect the City of Fruita.
- 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.

PRIOR YEAR ACCOMPLISHMENTS

- Residential Subdivisions:
 - Dwell Preliminary PUD Plan (37 lots)
 - Red Cliffs III Preliminary PUD Plan (8 lots)
 - Rose Creek Preliminary Plan (36 lots)
 - Orchard Ridge Phase 3 Final Plat (31 lots)
 - Grand Valley Estates Filing 3 Final Plat (18 lots)
 - Village at Country Creek Final Plat (12 lots)
 - Sycamore Estates Preliminary Plan (9 lots)
 - Cider Mills Preliminary Plan (37 lots)
- Annexations:
 - Patron Annexation (15.17 acres - residential)
 - 1930 Highway 6 & 50 (16.21 acres - commercial)
 - Fruita Copper Creek Annexation (22.96 acres – residential)
 - Weston Estates Annexations (18.55 acres – residential)
- Commercial (new construction/redevelopment):
 - Mesa Street Multi-Family (18 residential units)

Community Development Department

Current and Long-Range Planning

- Mulberry Street Multi-Family (19 residential units)
- Land Use Code Update
 - The Community Development Department along with the consulting team at Design Workshop, other city departments, the Planning Commission and the City Council have completed several large Land Use Code amendments. The Fruita Land Use Code was repealed and reenacted by Ordinance with changes to organization which aligned with industry best-practices. Other major code amendments were aimed at implementing the Fruita in Motion Comprehensive Plan Update and included the Design Standards, Density Bonuses, Parking, Short-Term Rentals, Parking, and Zoning chapters.
- The Community Development Department has reviewed a total of 41 Land Development Applications so far for 2021.
- 470 Planning Clearances issued as of September 14, 2021.
- 64 New Residential Planning Clearances issued as of September 14, 2021.
- Planning fees, development impact fees, and use tax revenues collected:
 - 2021 YTD (Jan.-Sept. 14) =\$1,239,155.16
 - 2020 Total =\$1,634,051.26

GOALS

- Continue to implement the 2019 Fruita in Motion: Plan Like a Local Comprehensive Plan.
- The Community Development Department is committed to continuing to work toward seamless implementation of the new Land Use Code.
- 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 sustained increases 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.

PERFORMANCE MEASURES

- Implement new Development Review software
- Adopt and create housing attainability programs/efforts to align with 2019 Comprehensive Plan.
- Complete design for N Mulberry Street closure.
- Complete new licensing provisions for Short term Rentals.

Community Development Department

Current and Long-Range Planning

BUDGET HIGHLIGHTS

- An increase of \$75,000 in purchased services to create and implement online development review software. This software will streamline the development review process and allow applicants and staff the ability to edit and provide comments on pending land-use applications online.
- In 2021, the part-time Code Compliance Officer position transitioned to a full-time role. The position is now split between Code Compliance and Current and Long-Range Planning, as the position also now includes Planning Technician duties. The increase in salary and benefit expenses can be attributed to the new full-time position.

Community Development Department

Current and Long Range Planning

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-419-17-4111	Salaries, Administrative	176,685	190,721	193,400	204,000	231,600	20%
110-419-17-4120	Part Time	-	-	-	-	-	N/A
110-419-17-4130	Overtime	89	181	500	225	500	0%
		176,774	190,902	193,900	204,225	232,100	20%
PERSONNEL SERVICES, BENEFITS							
110-419-17-4210	Health Insurance	55,694	59,832	64,800	74,500	78,750	22%
110-419-17-4220	FICA Payroll Expense	10,464	11,335	12,050	11,500	14,400	20%
110-419-17-4221	Medicare Payroll Expense	2,447	2,651	2,850	2,700	3,375	18%
110-419-17-4230	Retirement Contribution	8,051	8,563	8,750	8,800	10,500	20%
110-419-17-4250	Unemployment Insurance	512	547	600	550	700	17%
110-419-17-4260	Workers Compensation Insurance	176	194	250	225	300	20%
		77,344	83,122	89,300	98,275	108,025	21%
PURCHASED PROFESSIONAL SERVICES							
110-419-17-4310	Professional Development	2,926	286	4,000	350	4,000	0%
110-419-17-4336	Planning Consultant	-	-	-	-	-	N/A
		2,926	286	4,000	350	4,000	0%
PURCHASED PROPERTY SERVICES							
110-419-17-4430	Service Contracts	2,410	3,220	2,500	2,975	75,000	2900%
		2,410	3,220	2,500	2,975	75,000	2900%
OTHER PURCHASED SERVICES							
110-419-17-4530	Telephone	600	899	600	600	600	0%
110-419-17-4550	Printing	6	-	500	-	500	0%
110-419-17-4551	Publishing	643	593	1,500	1,500	1,500	0%
110-419-17-4592	Recording Fees	947	589	750	250	750	0%
		2,196	2,081	3,350	2,350	3,350	0%
SUPPLIES							
110-419-17-4610	Office Supplies	2,993	1,715	2,000	1,225	2,000	0%
110-419-17-4611	Postage	650	420	1,500	500	1,500	0%
110-419-17-4612	Supplies and Equipment	200	35	500	500	500	0%
110-419-17-4642	Signs	-	-	1,000	1,000	1,000	0%
		3,843	2,170	5,000	3,225	5,000	0%
CAPITAL							
110-419-17-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
SPECIAL PROJECTS							
110-419-17-4810	Boards/Commissions	118	-	500	25	500	0%
110-419-17-4821	Land Use Code Update	-	68,643	-	31,375	-	N/A
110-419-17-4825	Master Plan	91,007	12,260	-	-	-	N/A
110-419-17-4827	Housing Needs Assessment	-	-	-	89,250	-	N/A
		91,125	80,903	500	120,650	500	0%
TOTAL PLANNING AND ZONING EXPENSE		356,618	362,684	298,550	432,050	427,975	43%

Public Safety Department

Public Safety Department

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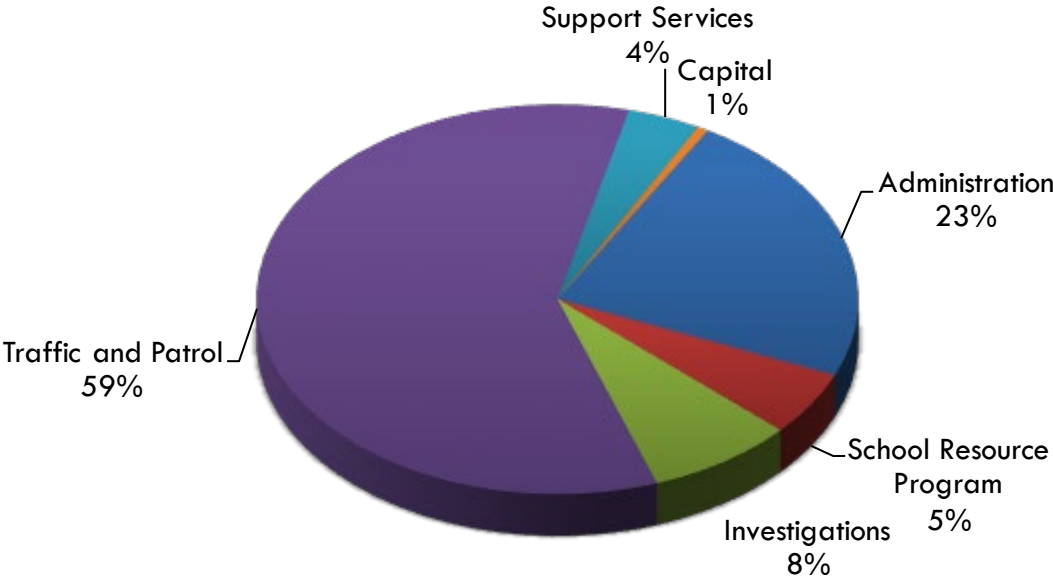
Public Safety Department

Expenses by Program	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Administration	\$ 480,066	\$ 503,765	\$ 580,425	\$ 578,900	\$ 624,025	8%
School Resource Officer	124,195	96,667	145,225	143,375	144,750	0%
Investigations	158,928	100,839	212,375	211,150	213,650	1%
Traffic and Patrol	1,287,623	1,451,421	1,503,000	1,491,100	1,602,200	7%
Support Services	71,415	79,329	89,050	85,150	106,100	19%
Operating Expenses	\$2,122,227	\$2,232,021	\$2,530,075	\$2,509,675	\$2,690,725	6%
Capital	11,855	143,563	66,000	63,750	15,600	-76%
Total Expense	\$ 2,134,082	\$ 2,375,584	\$ 2,596,075	\$ 2,573,425	\$ 2,706,325	4%

The Public Safety Department is responsible for all law enforcement services to the community. 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. 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.*

Public Safety Department Programs



Public Safety Department

Expenses by Type	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$1,186,287	\$1,266,618	\$1,399,900	\$1,388,800	\$1,478,800	6%
Personnel Services, Benefits	474,764	507,386	602,250	602,250	642,500	7%
Purchased Professional Services	4,464	4,065	16,025	8,850	16,025	0%
Purchased Property Services	83,995	82,380	133,600	133,600	147,750	11%
Other Purchased Services	303,886	316,914	302,200	299,200	322,100	7%
Supplies	68,832	54,653	76,100	76,975	83,550	10%
Operating Expenses	\$2,122,228	\$2,232,016	\$2,530,075	\$2,509,675	\$2,690,725	6%
Capital	11,855	143,563	66,000	63,750	15,600	-76%
Total Expense	\$ 2,134,083	\$ 2,375,579	\$ 2,596,075	\$ 2,573,425	\$ 2,706,325	4%

Budget History



Factors Affecting Expenses

Overall expenses of the Public Safety Department of \$2.7 million are budgeted to increase 4% from the \$2.6 million budgeted in 2021.

- Personnel costs, including taxes and benefits, are budgeted to increase 6% in 2022. These costs include a pay adjustment for all positions following a market evaluation, an increase in hours for the part-time Evidence Tech from 15 to 28 hours per week, and a 4.5% increase in

Public Safety Department

health insurance costs.

- Increase in Fleet Maintenance Costs based upon a three-year average of replacement costs and vehicle maintenance costs.
- Increase in supplies and equipment for less lethal equipment and ballistic shields - \$5,000
- Capital equipment of \$21,100 includes the following:
 - Two mobile computers and docking stations for patrol cars - \$9,600
 - Tasers - \$6,000
- The City of Fruita's share of the cost of the regional dispatch center is budgeted to increase \$20,000 (8%) to \$284,100.

Personnel

Public Safety Staffing Chart				
	2019	2020	2021	2022
Hours Summary	Actual	Actual	Budget	Budget
Administration				
Full time civilian employees	4,160	4,295	4,160	4,160
Full time sworn employees	4,199	4,320	4,160	4,160
Overtime	-	44	20	25
<i>Total Administration</i>	8,359	8,659	8,340	8,345
School Resource Officer				
Full time sworn employees	3,199	2,208	3,294	3,294
Overtime	188	188	190	-
<i>Total SRO</i>	3,387	2,396	3,484	3,294
Investigations				
Full time employees	4,486	2,348	4,506	4,486
Overtime	104	132	200	160
<i>Total Investigations</i>	4,590	2,480	4,706	4,646
Traffic and Patrol				
Full time employees	24,833	27,381	27,400	27,336
Overtime	1,383	1,600	1,455	1,455
<i>Total Traffic and Patrol</i>	26,216	28,981	28,855	28,791
Police Support Services				
Full time employees	2,082	2,162	2,080	2,080
Part time employees	692	704	800	1,456
Overtime	28	16	30	20
<i>Total Police Support Services</i>	2,802	2,882	2,910	3,556
Total Hours	45,354	45,398	48,295	48,632
Total FTE Equivalents	21.80	21.83	23.22	23.38

Public Safety Department

Public Safety Personnel - Positions				
Position	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Police Chief	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Sergeant	2.00	2.00	2.00	2.00
Police Corporal	2.00	2.00	2.00	2.00
Police Officer	11.00	11.00	12.00	12.00
Evidence Custodian	0.40	0.40	0.40	0.70
Animal Control Officer	1.00	1.00	1.00	1.00
Police Records Specialist	2.00	2.00	2.00	2.00
Total Positions	20.40	20.40	21.40	21.70

Public Safety Department

Expenses		2019	2020	2021	2021	2022	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
4111	Salaries, Civilian	113,619	125,116	127,250	127,250	139,325	9%
4112	Salaries, Officers	985,167	1,048,089	1,174,700	1,174,700	1,233,700	5%
4120	Salaries, Part Time	12,835	15,300	18,000	18,000	32,550	81%
4130	Overtime	74,666	78,113	79,950	68,850	73,225	-8%
		1,186,287	1,266,618	1,399,900	1,388,800	1,478,800	6%
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210	Health Insurance	279,200	300,997	365,100	365,100	388,950	7%
4220	FICA Payroll Expense	7,754	8,637	9,150	9,150	10,825	18%
4221	Medicare Payroll Expense	17,348	17,429	20,400	20,400	21,550	6%
4222	FPPA Death & Disability Insurance	11,004	11,989	15,700	15,700	16,500	5%
4230	Retirement Contribution	5,691	6,291	6,650	6,650	6,375	-4%
4231	Police Pension Payroll Expense	123,153	130,155	146,900	146,900	154,375	5%
4250	Unemployment Insurance	3,486	3,717	4,250	4,250	4,500	6%
4260	Workers Compensation Insurance	27,128	28,171	34,100	34,100	39,425	16%
		474,764	507,386	602,250	602,250	642,500	7%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
4310	Professional Development	4,464	4,065	16,025	8,850	16,025	0%
		4,464	4,065	16,025	8,850	16,025	0%
<u>PURCHASED PROPERTY SERVICES</u>							
4430	Service Contracts	25,462	19,600	26,100	26,100	24,100	-8%
4435	Fleet Maintenance Charges	58,533	62,780	54,000	54,000	78,150	45%
4436	Vehicle Repair & Maintenance	-	-	-	-	-	N/A
4438	IT Services	-	-	53,500	53,500	45,500	-15%
		83,995	82,380	133,600	133,600	147,750	11%
<u>OTHER PURCHASED SERVICES</u>							
4530	Telephone and fiber	29,747	30,085	33,000	33,000	33,000	0%
4535	Dispatch & Communication Ctr	271,969	285,099	264,200	264,200	284,100	8%
4540	Animal Control Services	2,170	1,730	5,000	2,000	5,000	0%
		303,886	316,914	302,200	299,200	322,100	7%
<u>SUPPLIES</u>							
4610	Office Supplies	6,019	4,387	5,250	3,000	5,250	0%
4611	Postage	810	432	800	600	800	0%
4612	Supplies and Equipment	14,659	11,461	15,500	15,325	21,500	39%
4615	Ammunition	7,956	5,700	6,550	7,000	6,550	0%
4626	Fuel	24,591	20,409	29,000	32,400	30,450	5%
4630	Meeting/Appreciation Supplies	-	520	750	500	750	0%
4661	Uniforms and Safety Equipment	14,797	11,744	18,250	18,150	18,250	0%
		68,832	54,653	76,100	76,975	83,550	10%
<u>CAPITAL</u>							
4742	Mobile Equipment	-	136,250	55,000	54,250	-	-100%
4743	Furniture and Equipment	11,855	2,538	3,000	3,000	6,000	100%
4744	Computer Equipment	-	4,775	8,000	6,500	9,600	20%
		11,855	143,563	66,000	63,750	15,600	-76%
TOTAL PUBLIC SAFETY EXPENDITURES		2,134,083	2,375,579	2,596,075	2,573,425	2,706,325	4%

Public Safety Department Administration

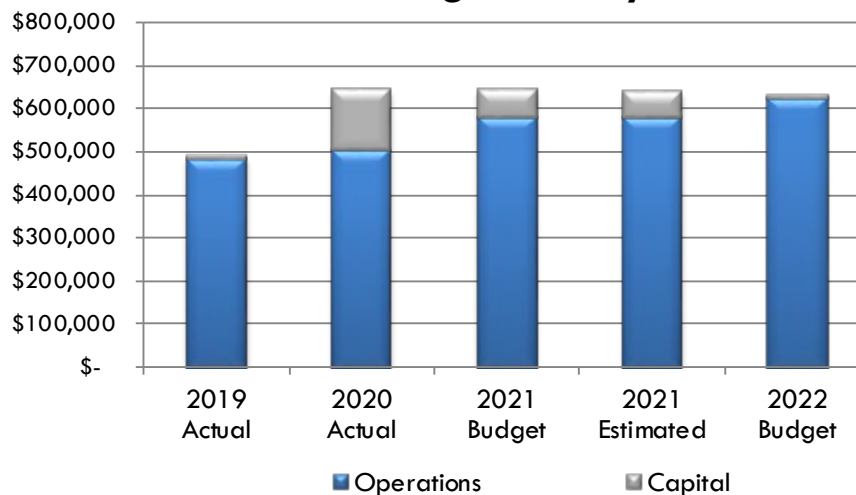
EXPENDITURES	2019	2020	2021	2021	2022	% Chg.
	Actual	Actual	Budget	Estimated	Budget	
Personnel Services, Salaries	\$ 235,055	\$ 257,320	\$ 260,800	\$ 260,800	\$ 282,075	8%
Personnel Services, Benefits	96,466	106,497	113,300	113,300	120,025	6%
Purchased Professional Services	3,383	1,735	4,225	2,000	4,225	0%
Purchased Property Services	83,995	82,380	133,300	133,300	147,450	11%
Other Purchased Services	29,747	30,085	33,000	33,000	33,000	0%
Supplies	31,420	25,748	35,800	36,500	37,250	4%
Operating Expenses	\$ 480,066	\$ 503,765	\$ 580,425	\$ 578,900	\$ 624,025	8%
Capital	8,267	141,025	63,000	60,750	9,600	-85%
Total Expense	\$ 488,333	\$ 644,790	\$ 643,425	\$ 639,650	\$ 633,625	-2%

MISSION

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

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.

Budget History



Public Safety Department

Administration

RESPONSIBILITIES

- 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.

PRIOR YEAR 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.
- Chief Krouse participated in the community-wide Grand Valley Task Force to evaluate diversity and inclusivity in numerous community systems.
- Chief Krouse and Lt. Peck attended executive-level training courses including the Federal Bureau of Investigation National Command Course and the Colorado Association of Chiefs of Police annual conferences.
- The Body Worn Camera program was implemented.
- The department transitioned to Lexipol policy and training to further ensure best practices and adherence with statutes and case law are maintained.
- The department continues to be involved in instruction at CMU and the Western Colorado Peace Officers Academy.
- 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 performance measure of maintaining 100% compliance during NIBRS audits was accomplished.

Public Safety Department

Administration

- The performance measure of utilizing at least two new recruitment tools to attempt to find a wide range of applicants for vacant positions was not accomplished as the department went into 2021 fully staffed and maintained that throughout the year.
- The performance measure of publishing updated policies and procedures on the Fruita website was accomplished.
- The performance measure of implementing the Body Worn Camera Program was accomplished.
- The performance measure of posting all police blotters on the Fruita website within one week of creation was accomplished.

GOALS

- Retain existing employees to maintain full staffing.
- Maintain high level of community trust and collaboration.

PERFORMANCE MEASURES

- Increase social media presence by posting crime prevention/education information at least monthly. Expected outcome(s): increased public satisfaction with the department's outreach and education efforts.
- Maintain 100% compliance on NIBRS audits. Expected outcome(s): continued reliability of crime statistics for crime analysis and strategic policing.
- Implement a volunteers on patrol program. Expected outcome(s): increased satisfaction with the public's perception of police visibility in neighborhoods.

BUDGET HIGHLIGHTS

- Capital equipment includes:
 - Decrease of \$55,000 due to no patrol car replacements
 - 9,600 for replacement of two mobile computers
- Slight reduction in service contracts due to decreases in the setup costs of the Lexipol subscription for updated policy and training services.
- Slight reduction in IT services due to decreases in the setup costs of Axon body cameras and data storage.

Public Safety Department

Administration

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-421-60-4111	Salaries, Civilian	73,572	80,766	82,350	82,350	92,675	13%
110-421-60-4112	Salaries, Officers	161,466	175,281	177,850	177,850	188,550	6%
110-421-60-4120	Part Time	-	-	-	-	-	N/A
110-421-60-4125	Contract Labor	-	-	-	-	-	N/A
110-421-60-4130	Overtime	17	1,273	600	600	850	42%
		235,055	257,320	260,800	260,800	282,075	8%
PERSONNEL SERVICES, BENEFITS							
110-421-60-4210	Health Insurance	58,359	65,082	70,200	70,200	73,100	4%
110-421-60-4220	FICA Payroll Expense	4,457	4,931	5,150	5,150	5,825	13%
110-421-60-4221	Medicare Payroll Expense	3,361	3,668	3,800	3,800	4,100	8%
110-421-60-4222	FPPA Death & Disability Insura	2,258	2,453	2,500	2,500	2,650	6%
110-421-60-4230	Retirement Contribution	3,311	3,621	3,750	3,750	4,225	13%
110-421-60-4231	Police Pension Payroll Expense	20,184	21,875	22,250	22,250	23,600	6%
110-421-60-4250	Unemployment Insurance	697	757	800	800	850	6%
110-421-60-4260	Workers Compensation Insurance	3,839	4,110	4,850	4,850	5,675	17%
		96,466	106,497	113,300	113,300	120,025	6%
PURCHASED PROFESSIONAL SERVICES							
110-421-60-4310	Professional Development	3,383	1,735	4,225	2,000	4,225	0%
		3,383	1,735	4,225	2,000	4,225	0%
PURCHASED PROPERTY SERVICES							
110-421-60-4430	Service Contracts	25,462	19,600	25,800	25,800	23,800	-8%
110-421-60-4435	Fleet Maintenance Charges	58,533	62,780	54,000	54,000	78,150	45%
110-421-60-4436	Vehicle Repair & Maintenance	-	-	-	-	-	N/A
110-421-60-4438	IT Services	-	-	53,500	53,500	45,500	-15%
		83,995	82,380	133,300	133,300	147,450	11%
OTHER PURCHASED SERVICES							
110-421-60-4530	Telephone and Fiber	29,747	30,085	33,000	33,000	33,000	0%
		29,747	30,085	33,000	33,000	33,000	0%
SUPPLIES							
110-421-60-4610	Office Supplies	6,019	4,387	5,250	3,000	5,250	0%
110-421-60-4611	Postage	810	432	800	600	800	0%
110-421-60-4626	Fuel	24,591	20,409	29,000	32,400	30,450	5%
110-421-60-4630	Meeting/Appreciation Supplies	-	520	750	500	750	0%
		31,420	25,748	35,800	36,500	37,250	4%
CAPITAL							
110-421-60-4742	Mobile Equipment	-	136,250	55,000	54,250	-	-100%
110-421-60-4743	Furniture and Equipment	8,267	-	-	-	-	N/A
110-421-60-4744	Computer Equipment	-	4,775	8,000	6,500	9,600	20%
		8,267	141,025	63,000	60,750	9,600	-85%
TOTAL EXPENDITURES		488,333	644,790	643,425	639,650	633,625	-2%

Public Safety Department

School Resource Officer

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 85,290	\$ 65,368	\$ 97,050	\$ 95,900	\$ 94,500	-3%
Personnel Services, Benefits	38,905	31,299	46,675	46,675	48,750	4%
Purchased Professional Services	-	-	1,500	800	1,500	0%
Purchased Property Services	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	N/A
Operating Expenses	\$ 124,195	\$ 96,667	\$ 145,225	\$ 143,375	\$ 144,750	0%
Capital	-	-	-	-	-	N/A
Special Projects	-	-	-	-	-	N/A
Total Expense	\$ 124,195	\$ 96,667	\$ 145,225	\$ 143,375	\$ 144,750	0%

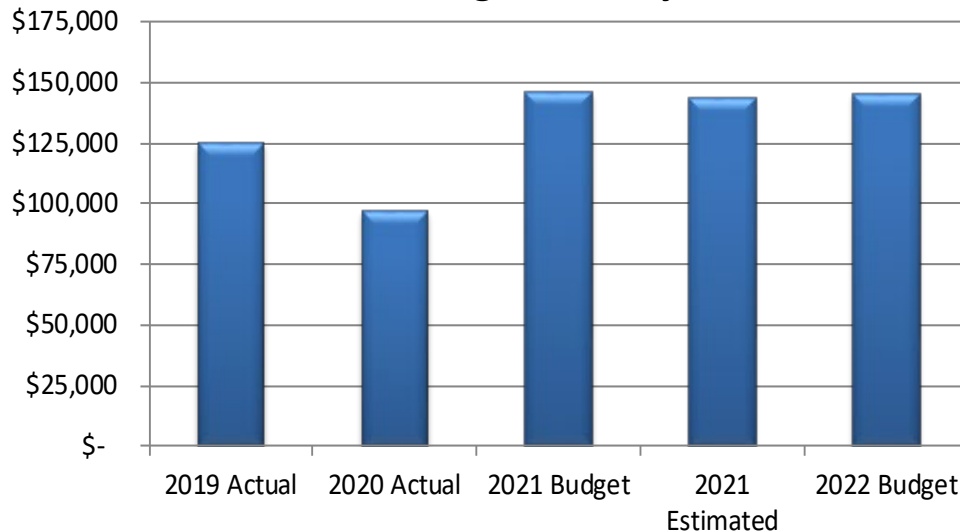
MISSION

The purpose of the School Resource Officer (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 sworn police officers assigned as SROs whose responsibilities include overseeing all public schools in the city: Shelledy Elementary, Rimrock Elementary, Monument Ridge 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

RESPONSIBILITIES

- Continue to provide a police presence in and around the schools for improved safety and better communication with staff, students, and parents.
- Continue to work with the Patrol Division to increase police presence at the schools.

PRIOR YEAR 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.
- The SROs, Chief, and Lieutenant participated in several meetings/discussions with other key stakeholders regarding response to school incidents.
- The performance measure of SROs conducting training/safety walk-throughs with patrol officers was accomplished.

GOALS

- Monitor our partnership with the School District and District 51 security staff.
- Coordinate with patrol to participate in safety drills.
- Work with School District 51 officials regarding the opening of the new elementary school.

PERFORMANCE MEASURES

- School Resource Officers will conduct no less than one training/safety walk-through with all patrol officers in each school during the school year. Expected outcome(s): better familiarity with area schools and safety procedures and increased capacity to respond to incidents.

BUDGET HIGHLIGHTS

- There are no significant changes in the 2022 Budget.

Public Safety Department

School Resource Officer

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-421-61-4112	Salaries, Officers	74,930	58,380	89,200	89,200	94,500	6%
110-421-61-4120	Salaries, Part time	-	-	-	-	-	N/A
110-421-61-4130	Overtime	10,360	6,988	7,850	6,700	-	-100%
		85,290	65,368	97,050	95,900	94,500	-3%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-421-61-4210	Health Insurance	24,747	19,931	30,000	30,000	31,150	4%
110-421-61-4221	Medicare Payroll Expense	1,202	893	1,425	1,425	1,400	-2%
110-421-61-4222	FPPA Death & Disability Insurance	1,019	800	1,200	1,200	1,275	6%
110-421-61-4230	Retirement Contribution	-	-	-	-	-	N/A
110-421-61-4231	Police Pension Payroll Expense	9,367	7,280	11,150	11,150	11,825	6%
110-421-61-4250	Unemployment Insurance	251	184	300	300	300	0%
110-421-61-4260	Workers Compensation Insurance	2,319	2,211	2,600	2,600	2,800	8%
		38,905	31,299	46,675	46,675	48,750	4%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-421-61-4310	Professional Development	-	-	1,500	800	1,500	0%
		-	-	1,500	800	1,500	0%
<u>PURCHASED PROPERTY SERVICES</u>							
110-421-61-4430	Service Contracts	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>SUPPLIES</u>							
110-421-61-4626	Fuel	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>CAPITAL</u>							
110-421-61-4743	Furniture and Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>SPECIAL PROJECTS</u>							
110-421-61-4848	Cops and Kids Program	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENDITURES		124,195	96,667	145,225	143,375	144,750	0%

Public Safety Department

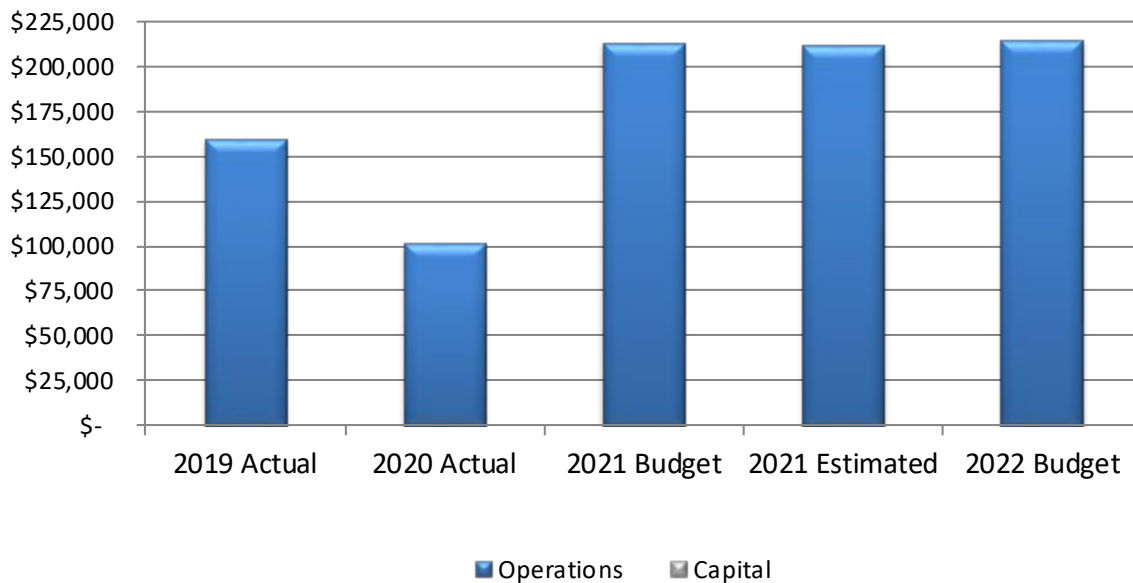
Investigations

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 111,273	\$ 74,821	\$ 146,600	\$ 146,600	\$ 145,925	0%
Personnel Services, Benefits	41,430	21,057	56,275	56,275	58,225	3%
Purchased Professional Services	296	-	1,500	1,250	1,500	0%
Supplies	5,929	4,961	8,000	7,025	8,000	0%
Operating Expenses	\$ 158,928	\$ 100,839	\$ 212,375	\$ 211,150	\$ 213,650	1%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 158,928	\$ 100,839	\$ 212,375	\$ 211,150	\$ 213,650	1%

MISSION

This division handles 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

RESPONSIBILITIES

- Continue tracking registered sex offenders, parolees, and known career criminals.
- Continue participation with the Western Colorado Auto Theft Task Force to plan operations within the City of Fruita to reduce automobile, motorcycle, bicycle, and equipment thefts.
- Continue involvement with the 21st Judicial District Critical Incident Response Team.

PRIOR YEAR ACCOMPLISHMENTS

- Detectives assisted in the investigation of several significant crimes including several a significant arson. Detectives assisted the Critical Incident Response Team with several officer involved shooting investigations. Detectives also participated in problem-oriented policing strategies, partnering with the Patrol Division on crime trends and series.
- 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.
- The performance measure of distributing monthly investigatory update information from local and regional sources to the agency was accomplished at least monthly but often more frequently.

GOALS

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

PERFORMANCE MEASURES

- Develop and present crime information and prevention seminars for the public at least biannually. Expected outcome: Increased public satisfaction with the department's outreach and education efforts.

Public Safety Department Investigations

BUDGET HIGHLIGHTS

- There are no significant changes in the 2022 Budget.

Public Safety Department

Investigations

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-421-62-4112	Salaries, Officers	106,994	68,777	137,450	137,450	138,500	1%
110-421-62-4130	Overtime	4,279	6,044	9,150	9,150	7,425	-19%
		111,273	74,821	146,600	146,600	145,925	0%
PERSONNEL SERVICES, BENEFITS							
110-421-62-4210	Health Insurance	21,781	8,458	30,800	30,800	32,100	4%
110-421-62-4221	Medicare Payroll Expense	2,082	540	2,125	2,125	2,125	0%
110-421-62-4222	FPPA Death & Disability Insurance	573	(41)	1,800	1,800	1,800	0%
110-421-62-4230	Retirement Contribution	-	-	-	-	-	N/A
110-421-62-4231	Police Pension Payroll Expense	13,375	8,580	17,200	17,200	17,400	1%
110-421-62-4250	Unemployment Insurance	329	216	450	450	450	0%
110-421-62-4260	Workers Compensation Insurance	3,290	3,304	3,900	3,900	4,350	12%
		41,430	21,057	56,275	56,275	58,225	3%
PURCHASED PROFESSIONAL SERVICES							
110-421-62-4310	Professional Development	296	-	1,500	1,250	1,500	0%
		296	-	1,500	1,250	1,500	0%
SUPPLIES							
110-421-62-4612	Supplies and Equipment	5,929	4,961	8,000	7,025	8,000	0%
110-421-62-4661	Uniforms and Safety Equipment	-	-	-	-	-	N/A
		5,929	4,961	8,000	7,025	8,000	0%
CAPITAL							
110-421-62-4743	Furniture and Equipment	-	-	-	-	-	N/A
110-421-62-4744	Computer Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENDITURES		158,928	100,839	212,375	211,150	213,650	1%

Public Safety Department

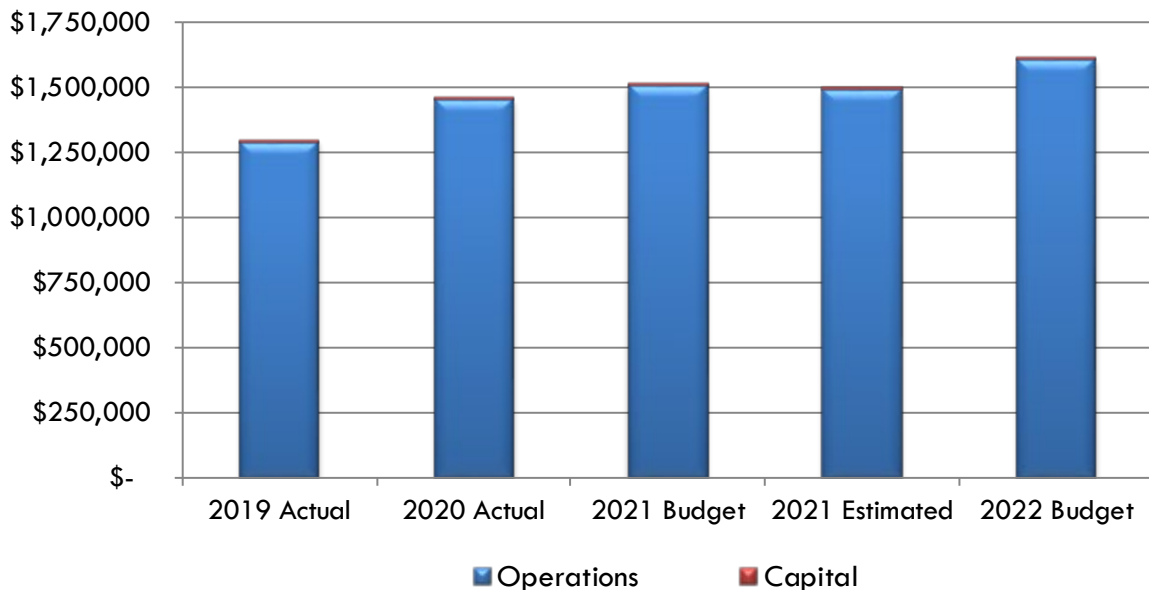
Traffic and Patrol

EXPENDITURES	2019	2020	2021	2021	2022	% Chg.
	Actual	Actual	Budget	Estimated	Budget	
Personnel Services, Salaries	\$ 701,375	\$ 808,955	\$ 831,550	\$ 822,200	\$ 876,400	5%
Personnel Services, Benefits	282,795	331,693	368,050	368,050	396,500	8%
Purchased Professional Services	407	2,315	7,800	3,800	7,800	0%
Other Purchased Services	271,969	285,099	264,200	264,200	284,100	8%
Supplies	31,077	23,359	31,400	32,850	37,400	19%
Operating Expenses	\$1,287,623	\$1,451,421	\$1,503,000	\$1,491,100	\$1,602,200	7%
Capital	3,588	2,538	3,000	3,000	6,000	100%
Total Expense	\$ 1,291,211	\$ 1,453,959	\$ 1,506,000	\$ 1,494,100	\$ 1,608,200	7%

MISSION

The patrol division consists of sworn police officers, serving as supervisors (Sergeants and Corporals) and Officers, who in addition to their normal patrol functions hold a variety of special and collateral duties. 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

RESPONSIBILITIES

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

PRIOR YEAR 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 7+ years. The bike rodeo is a collaborative project done with the Fruita Community Center. One of our patrol Sergeants works with CSP on the *Cops and Cars* car show and presented several “Response to Active Shooter” training classes to area businesses. Other projects include National Night Out, 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*, *Mind Springs*, 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, Anti-bias Policing, Ethics, and Driving.
- The department has one officer attending working towards a Bachelor’s Degree. Another employee successfully earned a Bachelor’s Degree.
- The performance measure of using Lexipol to complete no fewer than 12 trainings (in addition to regularly scheduled training) in 2021 as part of ongoing professional development was not realized due to delayed implementation of Lexipol.

GOALS

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

PERFORMANCE MEASURES

- Using Lexipol, complete no fewer than 12 trainings (in addition to regularly scheduled training) in 2021 as part of ongoing professional development. Expected outcome: improved professional development.
- Evaluate dedicated time of patrol officers to determine opportunities to use undedicated time for more informal interaction with citizens and proactive patrol. Expected outcome: increased public satisfaction with the department's community outreach efforts and visibility in neighborhoods.

BUDGET HIGHLIGHTS

Significant changes in the 2022 Budget include:

- Capital equipment purchases to include the purchase of 4 tasers (\$6,000).
- Supplies and safety equipment increase to include the purchase of 40mm less lethal equipment and ballistic shields (\$5,500).
- Increase in dispatch charges of \$20,000 from 2021.

Public Safety Department

Traffic and Patrol

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-421-64-4112	Salaries, Officers	641,777	745,651	770,200	770,200	812,150	5%
110-421-64-4120	Part Time	-	-	-	-	-	N/A
110-421-64-4130	Overtime	59,598	63,304	61,350	52,000	64,250	5%
		701,375	808,955	831,550	822,200	876,400	5%
PERSONNEL SERVICES, BENEFITS							
110-421-64-4210	Health Insurance	166,455	199,069	224,900	224,900	243,000	8%
110-421-64-4220	FICA Payroll Expense	-	-	-	-	-	N/A
110-421-64-4221	Medicare Payroll Expense	9,932	11,463	12,050	12,050	12,725	6%
110-421-64-4222	FPPA Death & Disability	7,154	8,777	10,200	10,200	10,775	6%
110-421-64-4230	Retirement Contribution	-	-	-	-	-	N/A
110-421-64-4231	Police Pension	80,227	92,420	96,300	96,300	101,550	5%
110-421-64-4250	Unemployment Insurance	2,049	2,381	2,500	2,500	2,650	6%
110-421-64-4260	Workers Compensation Ins	16,978	17,583	22,100	22,100	25,800	17%
		282,795	331,693	368,050	368,050	396,500	8%
PURCHASED PROFESSIONAL SERVICES							
110-421-64-4310	Professional Development	407	2,315	7,800	3,800	7,800	0%
110-421-64-4375	Moving Expenses	-	-	-	-	-	N/A
		407	2,315	7,800	3,800	7,800	0%
OTHER PURCHASED SERVICES							
110-421-64-4535	Dispatch Center	271,969	285,099	264,200	264,200	284,100	8%
110-421-64-4541	K-9 Services	-	-	-	-	-	N/A
		271,969	285,099	264,200	264,200	284,100	8%
SUPPLIES							
110-421-64-4612	Supplies and Equipment	8,448	6,230	7,000	8,000	13,000	86%
110-421-64-4615	Firearms and Ammunition	7,956	5,700	6,550	7,000	6,550	0%
110-421-64-4661	Uniforms and Safety Equipment	14,673	11,429	17,850	17,850	17,850	0%
		31,077	23,359	31,400	32,850	37,400	19%
CAPITAL							
110-421-64-4742	Mobile Equipment	-	-	-	-	-	N/A
110-421-64-4743	Furniture and Equipment	3,588	2,538	3,000	3,000	6,000	100%
110-421-64-4744	Computer Equipment	-	-	-	-	-	N/A
		3,588	2,538	3,000	3,000	6,000	100%
TOTAL EXPENDITURES		1,291,211	1,453,959	1,506,000	1,494,100	1,608,200	7%

Public Safety Department

Police Support Services

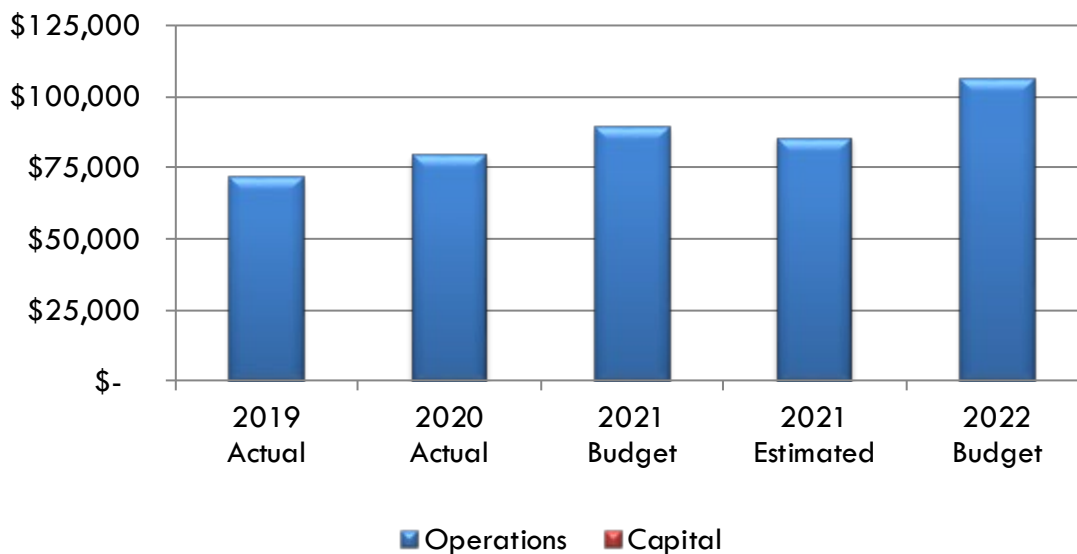
EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 53,295	\$ 60,155	\$ 63,900	\$ 63,300	\$ 79,900	25%
Personnel Services, Benefits	15,167	16,844	17,950	17,950	19,000	6%
Purchased Professional Services	378	15	1,000	1,000	1,000	0%
Purchased Property Services	-	-	300	300	300	0%
Other Purchased Services	2,170	1,730	5,000	2,000	5,000	0%
Supplies	405	585	900	600	900	0%
Operating Expenses	\$ 71,415	\$ 79,329	\$ 89,050	\$ 85,150	\$ 106,100	19%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 71,415	\$ 79,329	\$ 89,050	\$ 85,150	\$ 106,100	19%

MISSION

This division comprises the functions of Animal Control Officer/Police Service Technician (PST) and evidence management. 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 Custodians handle evidence duties exclusively. This includes managing the property/evidence facility and as well as property and evidence submitted for retention and processing, and the increasing volume of digital evidence.

Budget History



Public Safety Department

Police Support Services

RESPONSIBILITIES

- 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.

PRIOR YEAR ACCOMPLISHMENTS

- 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. This is an ongoing project.
- The Animal Control Officer made arrangements with a local pet care company to allow for temporary boarding of found animals that helps reduce costs and time associated with transporting animals to Mesa County Animal Services.
- An outside audit, conducted annually, of the evidence section showed compliance with best practices of evidence and property handling and storage.
- The performance measure regarding developing a policy and action plan for feral cats is still underway.

GOALS

- Find opportunities for volunteers to assist with the duties associated with police support services.
- Implement a policy and action plan on dealing with feral cats within the city.

PERFORMANCE MEASURES

- Finalize implementation of a policy and action plan for feral cats. Expected outcome(s): improved public satisfactions with City of Fruita Animal Control Services.
- Conduct a comprehensive audit/inventory of all property and evidence. Expected outcome(s): ensuring integrity of chain-of-custody and property disposition.

BUDGET HIGHLIGHTS

- The 2022 budget includes slight personnel cost increases due to increasing the part-time evidence custodian's weekly hours to accommodate more time spent on audit/inventory duties and increased workload due to body camera implementation.

Public Safety Department

Police Support Services

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-421-65-4111	Salaries, Civilian	40,047	44,350	44,900	44,900	46,650	4%
110-421-65-4120	Salaries, Part time	12,835	15,300	18,000	18,000	32,550	81%
110-421-65-4130	Overtime	413	505	1,000	400	700	-30%
		53,295	60,155	63,900	63,300	79,900	25%
PERSONNEL SERVICES, BENEFITS							
110-421-65-4210	Health Insurance	7,858	8,458	9,200	9,200	9,600	4%
110-421-65-4220	FICA Payroll Expense	3,297	3,706	4,000	4,000	5,000	25%
110-421-65-4221	Medicare Payroll Expense	771	867	1,000	1,000	1,200	20%
110-421-65-4230	Retirement Contribution	2,380	2,671	2,900	2,900	2,150	-26%
110-421-65-4250	Unemployment Insurance	160	178	200	200	250	25%
110-421-65-4260	Workers Compensation Insurance	701	964	650	650	800	23%
		15,167	16,844	17,950	17,950	19,000	6%
PURCHASED PROFESSIONAL SERVICES							
110-421-65-4310	Professional Development	378	15	1,000	1,000	1,000	0%
		378	15	1,000	1,000	1,000	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	2,170	1,730	5,000	2,000	5,000	0%
		2,170	1,730	5,000	2,000	5,000	0%
SUPPLIES							
110-421-65-4612	Supplies and Equipment	281	270	500	300	500	0%
110-421-65-4661	Uniforms and Safety Equipment	124	315	400	300	400	0%
		405	585	900	600	900	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		71,415	79,329	89,050	85,150	106,100	19%

Public Works Department

Public Works Department

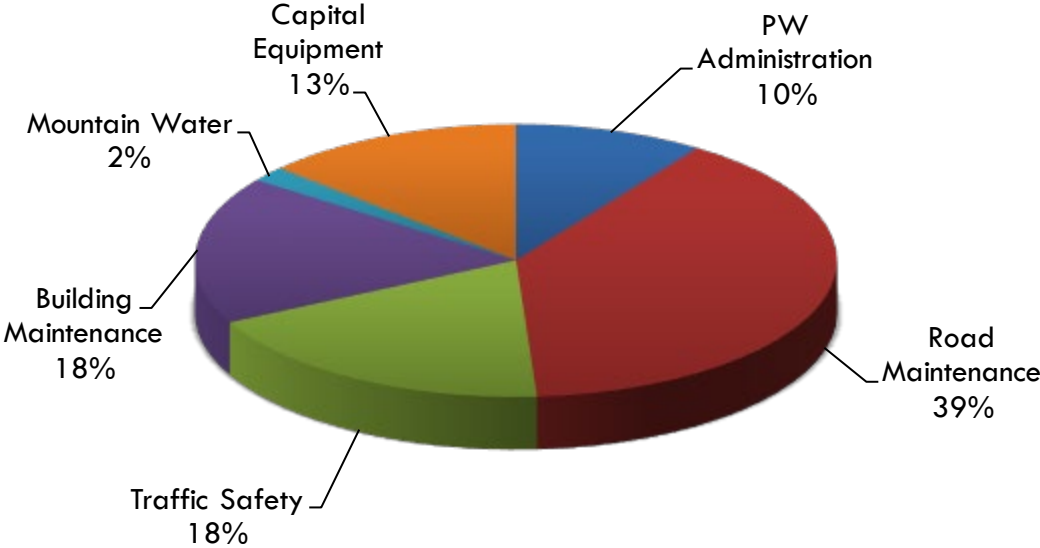
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Public Works Department

Expenses by Program	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Administration	\$ 319,610	\$ 333,406	\$ 349,350	\$ 365,150	\$ 204,900	-41%
Road Maintenance	430,304	629,003	481,300	481,750	843,775	75%
Traffic Safety	281,061	301,895	342,250	323,750	396,125	16%
Building Maintenance	203,832	230,330	341,650	341,800	375,850	10%
Mountain Water	34,875	40,305	26,800	20,800	38,525	44%
Operating Expenses	\$1,269,682	\$1,534,938	\$1,541,350	\$1,533,250	\$1,859,175	21%
Capital	106,577	280,134	367,650	373,950	282,500	-23%
Special Projects	33,104	-	30,000	10,000	-	-100%
Total Expense	\$ 1,409,363	\$ 1,815,072	\$ 1,939,000	\$ 1,917,200	\$ 2,141,675	10%

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.

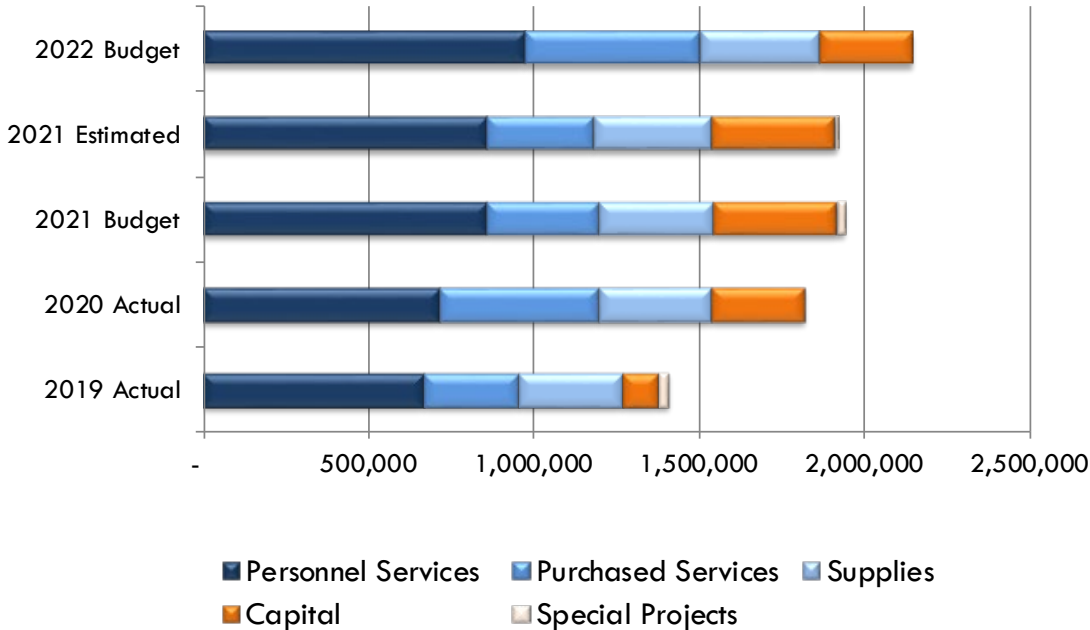
Public Works Department Programs



Public Works Department

<u>Expenses by Type</u>	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 473,683	\$ 500,882	\$ 578,300	\$ 578,300	\$ 649,600	12%
Personnel Services, Benefits	189,149	212,279	276,650	277,600	319,550	16%
Purchased Professional Services	6,799	8,019	8,200	10,000	13,625	66%
Purchased Property Services	281,909	471,273	329,250	310,700	506,650	54%
Other Purchased Services	3,267	2,762	3,350	3,350	5,750	72%
Supplies	314,876	339,723	345,600	353,300	365,300	6%
Operating Expenses	\$1,269,683	\$1,534,938	\$1,541,350	\$1,533,250	\$1,860,475	21%
Capital	106,577	280,134	367,650	373,950	282,500	-23%
Special Projects	33,104	-	30,000	10,000	-	-100%
Total Expense	\$ 1,409,364	\$ 1,815,072	\$ 1,939,000	\$ 1,917,200	\$ 2,142,975	11%

Budget History



Factors Affecting Expenses

- Overall expenses of the Public Works Department of \$2.1 million are budgeted to increase 11% from the \$1.9 million budgeted in 2022.
- Personnel costs, including taxes and benefits, are budgeted to increase 13% in 2022. This increase is due the addition of one full time Maintenance Worker position, continued implementation of the pay plan including market adjustments and increased health insurance costs.
- Purchased services are budgeted to increase 54%. Significant increase include:

Public Works Department

- Service contracts for street striping, work order system and building maintenance - \$45,050
- Professional development (CDL licensing) – \$5,425
- Mountain water line and reservoir repairs – \$11,000
- Equipment rentals - \$6,000
- Chipsealing and patching of residential streets - \$100,000
- Supplies are budgeted to increase 6% with a significant portion of this increase due to utility costs for street lighting - \$11,000
- Capital expenses are budgeted to decrease 23% and reflects annual changes in capital needs of the Department. Capital items scheduled for the 2022 budget include:
 - Sidewalk repair/replacements of \$100,000 (an increase of \$70,000 from the prior year)
 - Capital equipment replacements from the CERF which include the following:
 - Dump Truck #4105 - \$90,000
 - 4 x 4 Truck with Dump Bed #7018 - \$72,000
 - New capital equipment
 - Wireless headsets - \$15,000
 - Mountain water meters (2) - \$5,500

Personnel

The 2022 Budget includes the addition of a full time Maintenance Worker position. The following charts show the staffing levels for the Department and the various programs in the Public Works Department by manhours.

Public Works Personnel				
Position	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Public Works				
Public Works Director	0.50	0.50	0.49	0.49
Public Works Superintendent	0.50	0.50	0.49	0.49
Administration Tech/Specialist	0.50	0.50	0.49	0.49
Crew Supervisor	1.00	1.71	1.71	1.90
Crew Leader	0.85	0.85	0.85	0.90
Heavy Equipment Operator	2.50	2.70	2.70	2.05
Maintenance Worker II	2.50	2.50	2.50	3.90
Maintenance Worker I	1.75	1.50	1.50	1.50
Custodian	0.60	0.60	1.00	1.00
Total Positions	10.70	11.36	11.73	12.72

Public Works Department

PUBLIC WORKS (GENERAL FUND) FUND STAFFING CHART				
Hours	2019 Actual	2020 Actual	2021 Budget	2022 Budget
<u>Public Works Administration</u>				
Full time employees	3,074	3,171	3,027	3,027
Part time employees	-	-	-	-
Overtime	-	-	-	-
<i>Subtotal</i>	<u>3,074</u>	<u>3,171</u>	<u>3,027</u>	<u>3,027</u>
<u>Road Maintenance</u>				
Full time employees	10,494	10,965	9,019	11,083
Part time employees	1,591	539	2,080	2,080
Overtime	372	415	315	395
<i>Subtotal</i>	<u>12,457</u>	<u>11,919</u>	<u>11,414</u>	<u>13,558</u>
<u>Traffic Safety</u>				
Full time employees	1,811	1,829	2,645	2,645
Part time employees	400	-	1,040	1,040
Overtime	40	38	75	75
<i>Subtotal</i>	<u>2,251</u>	<u>1,867</u>	<u>3,760</u>	<u>3,760</u>
<u>Building Maintenance</u>				
Full time employees	2,326	2,706	6,340	6,340
Part time employees	1,545	905	-	-
Overtime	71	53	150	150
<i>Subtotal</i>	<u>3,942</u>	<u>3,664</u>	<u>6,490</u>	<u>6,490</u>
<u>Mountain Water</u>				
Full time employees	1,142	1,197	530	530
Part time employees	-	-	-	-
Overtime	29	42	13	13
<i>Subtotal</i>	<u>1,171</u>	<u>1,239</u>	<u>543</u>	<u>543</u>
<u>Total Public Works</u>				
Full time employees	18,847	19,868	21,561	23,625
Part time employees	3,536	1,444	3,120	3,120
Overtime	512	548	553	633
Total Hours	<u>22,895</u>	<u>21,860</u>	<u>25,234</u>	<u>27,378</u>
Total FTE Equivalents	11.01	10.51	12.13	13.16

Public Works Department

Expenses		2019	2020	2021	2021	2022	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
4113	Salaries, Public Works	411,767	462,796	509,200	509,200	574,950	13%
4120	Part Time	46,807	20,773	49,500	49,500	51,800	5%
4130	Overtime	15,109	17,313	19,600	19,600	22,850	17%
		473,683	500,882	578,300	578,300	649,600	12%
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210	Health Insurance	116,174	129,654	183,200	183,200	211,100	15%
4220	FICA Payroll Expense	28,645	30,087	35,950	35,950	40,350	12%
4221	Medicare Payroll Expense	6,699	7,037	8,450	8,450	9,500	12%
4230	Retirement Contribution	18,721	21,113	23,850	23,850	27,100	14%
4250	Unemployment Insurance	1,395	1,452	1,900	1,900	2,050	8%
4260	Workers Compensation Insurance	17,516	22,936	23,300	24,250	29,450	26%
		189,149	212,279	276,650	277,600	319,550	16%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
4310	Professional Development	6,799	6,950	8,200	10,000	13,625	66%
4330	Legal Fees	-	-	-	-	-	N/A
4335	Engineering	-	1,069	-	-	-	N/A
		6,799	8,019	8,200	10,000	13,625	66%
<u>PURCHASED PROPERTY SERVICES</u>							
4426	Water Line Repair	2,520	1,178	6,000	-	12,000	100%
4427	Reservoir Maintenance	827	486	1,000	1,000	6,000	500%
4430	Service Contracts	47,950	64,442	58,250	30,200	103,300	77%
4435	Fleet Maintenance Charges	162,398	165,775	168,000	183,000	171,850	2%
4440	Building Maintenance	18,607	14,588	13,000	13,000	20,000	54%
4442	Equipment Rental	1,525	3,411	6,500	6,500	12,500	92%
4450	Road Repair & Maintenance	46,388	61,656	70,000	65,500	70,000	0%
4451	Chipsealing and Patching	-	155,657	-	-	100,000	N/A
4452	Drainage	321	104	3,500	8,500	8,000	129%
4453	Street Light Repair & Maint.	1,373	3,976	3,000	3,000	3,000	0%
		281,909	471,273	329,250	310,700	506,650	54%
<u>OTHER PURCHASED SERVICES</u>							
4530	Telephone	3,267	2,762	3,350	3,350	5,750	72%
4551	Publishing	-	-	-	-	-	N/A
		3,267	2,762	3,350	3,350	5,750	72%
<u>SUPPLIES</u>							
4610	Office Supplies	2,752	1,074	1,000	1,000	1,500	50%
4611	Postage	-	-	-	-	-	N/A
4612	Supplies and Tools	16,432	30,572	25,750	25,250	25,750	0%
4620	Utilities	72,988	71,200	75,000	75,000	78,750	5%
4621	Street Lighting	158,253	172,694	169,000	179,000	180,000	7%
4626	Fuel	30,540	24,213	31,600	31,600	32,300	2%
4630	Meeting/Appreciation Supplies	-	155	1,000	1,000	1,500	50%
4641	Snow and Ice Removal	9,986	13,606	10,000	10,000	10,000	0%

Public Works Department

Expenses		2019	2020	2021	2021	2022	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
SUPPLIES (continued)							
4642	Signs and Paint	16,670	18,405	20,750	20,750	22,750	10%
4651	Weed Control	3,208	2,318	4,000	4,000	4,000	0%
4661	Uniforms	4,047	4,817	5,500	5,500	6,750	23%
4662	Safety Equipment	-	669	2,000	200	2,000	0%
		314,876	339,723	345,600	353,300	365,300	6%
CAPITAL							
4720	Construction	-	41,262	-	-	-	
4732	Sidewalk Replacement	-	-	30,000	40,950	100,000	233%
4742	Mobile Equipment	88,421	99,599	328,000	324,000	162,000	-51%
4743	Furniture and Equipment	18,156	139,273	9,650	9,000	20,500	112%
4744	Computer Equipment	-	-	-	-	-	N/A
		106,577	280,134	367,650	373,950	282,500	-23%
SPECIAL PROJECTS							
4822	Electrical and HVAC Imp.	-	-	30,000	10,000	-	-100%
4823	Old Fruita Bridge Demolition	33,104	-	-	-	-	N/A
4825	US 6 Access Control Plan	-	-	-	-	-	N/A
		33,104	-	30,000	10,000	-	-100%
TOTAL PUBLIC WORKS EXPENDITURES		1,409,364	1,815,072	1,939,000	1,917,200	2,142,975	11%

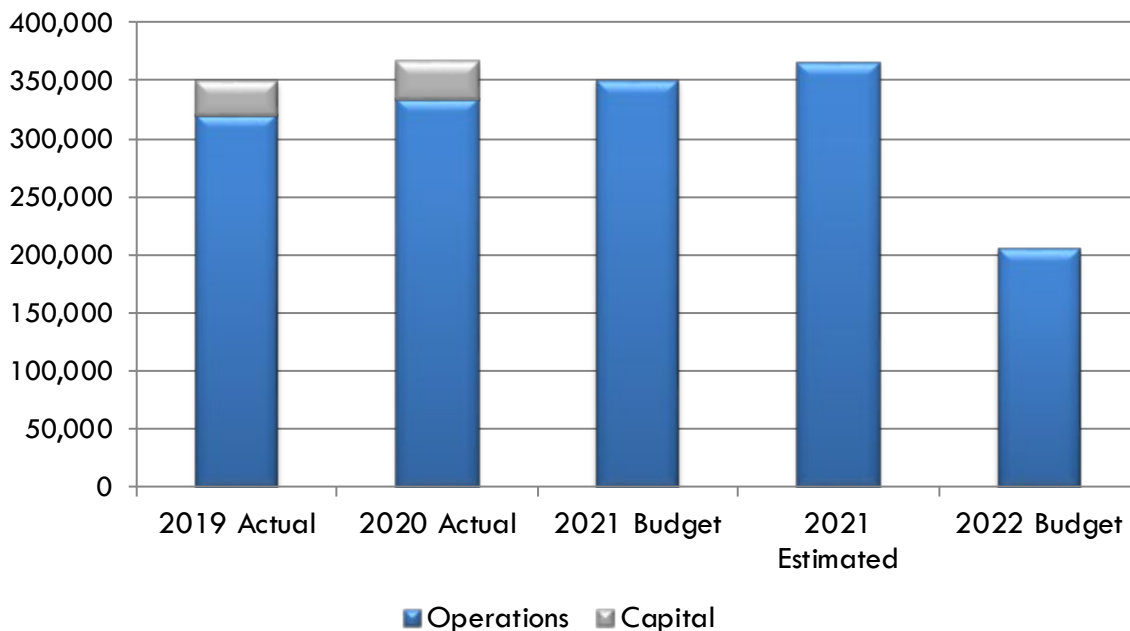
Public Works Department Administration

EXPENDITURES	2019	2020	2021	2021	2022	%
	Actual	Actual	Budget	Estimated	Budget	Chg.
Personnel Services, Salaries	\$ 96,614	\$ 103,781	\$ 103,300	\$ 103,300	\$ 109,700	6%
Personnel Services, Benefits	32,652	35,989	43,800	44,150	44,150	1%
Purchased Professional Services	6,799	6,950	8,200	10,000	8,000	-2%
Purchased Property Services	173,741	177,228	181,250	196,700	35,050	-81%
Other Purchased Services	2,604	2,184	2,700	2,700	2,700	0%
Supplies	7,200	7,274	10,100	8,300	5,750	-43%
Operating Expenses	\$ 319,610	\$ 333,406	\$ 349,350	\$ 365,150	\$ 205,350	-41%
Capital	29,891	32,193	-	-	-	N/A
Total Expense	\$ 349,501	\$ 365,599	\$ 349,350	\$ 365,150	\$ 205,350	-41%

MISSION

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

RESPONSIBILITIES

- 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.

PRIOR YEAR ACCOMPLISHMENTS

- Supported development and progression of staff through the implementation of revised pay plan and structural changes.
- Coordinated with Fleet Maintenance to evaluate vehicle and equipment utilization for each division to evaluate opportunities to improve operational efficiencies for each division.

GOALS

- Support workforce development and identify succession planning opportunities.
- Evaluate the effectiveness of the work order system as it relates to the Citizen Request Portal, ROW Permits, and ongoing day to day work orders.

PERFORMANCE MEASURES

- In order to provide quality core services and support the City's strategic outcome, "Quality of Place", the Public Works Department must have properly trained employees. The Department is committed to workforce development by identifying required training and certification levels for all staff and developing a succession plan.

2022 BUDGET HIGHLIGHTS

- The 2022 budget is expected to increase slightly with a focus on professional development
- Service contracts increase for potential upgrade to the work order system.
- Fleet maintenance charges, uniforms and safety equipment have been allocated to the various public works programs resulting in a decrease in these line items within the Administration program.

Public Works Department

Administration

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-431-50-4113	Salaries, Public Works	96,614	103,775	103,300	103,300	109,700	6%
110-431-50-4120	Salaries, Part time	-	-	-	-	-	N/A
110-431-50-4130	Overtime	-	6	-	-	-	N/A
		96,614	103,781	103,300	103,300	109,700	6%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-431-50-4210	Health Insurance	20,418	22,007	29,600	29,600	28,900	-2%
110-431-50-4220	FICA Payroll Expense	5,680	6,193	6,400	6,400	6,800	6%
110-431-50-4221	Medicare Payroll Expense	1,328	1,448	1,500	1,500	1,600	7%
110-431-50-4230	Retirement Contribution	4,348	4,660	4,650	4,650	4,950	6%
110-431-50-4250	Unemployment Insurance	278	299	350	350	350	0%
110-431-50-4260	Workers Compensation Ins	600	1,382	1,300	1,650	1,550	19%
		32,652	35,989	43,800	44,150	44,150	1%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-431-50-4310	Professional Development	6,799	6,950	8,200	10,000	8,000	-2%
		6,799	6,950	8,200	10,000	8,000	-2%
<u>PURCHASED PROPERTY SERVICES</u>							
110-431-50-4430	Service Contracts	11,343	11,453	13,250	13,700	19,000	43%
110-431-50-4435	Fleet Maintenance Charges	162,398	165,775	168,000	183,000	16,050	-90%
		173,741	177,228	181,250	196,700	35,050	-81%
<u>OTHER PURCHASED SERVICES</u>							
110-431-50-4530	Telephone	2,604	2,184	2,700	2,700	2,700	0%
		2,604	2,184	2,700	2,700	2,700	0%
<u>SUPPLIES</u>							
110-431-50-4610	Office Supplies	2,752	1,074	1,000	1,000	1,500	50%
110-431-50-4626	Fuel	694	559	600	600	1,000	67%
110-431-50-4630	Meeting/Appreciation Supplies	-	155	1,000	1,000	1,500	50%
110-431-50-4661	Uniforms	3,754	4,817	5,500	5,500	1,500	-73%
110-431-50-4662	Safety Equipment	-	669	2,000	200	250	-88%
		7,200	7,274	10,100	8,300	5,750	-43%
<u>CAPITAL</u>							
110-431-50-4742	Mobile Equipment	29,891	32,193	-	-	-	N/A
110-431-50-4743	Furniture and equipment	-	-	-	-	-	N/A
		29,891	32,193	-	-	-	N/A
TOTAL ROAD ADMINISTRATION		349,501	365,599	349,350	365,150	205,350	-41%

Public Works Department

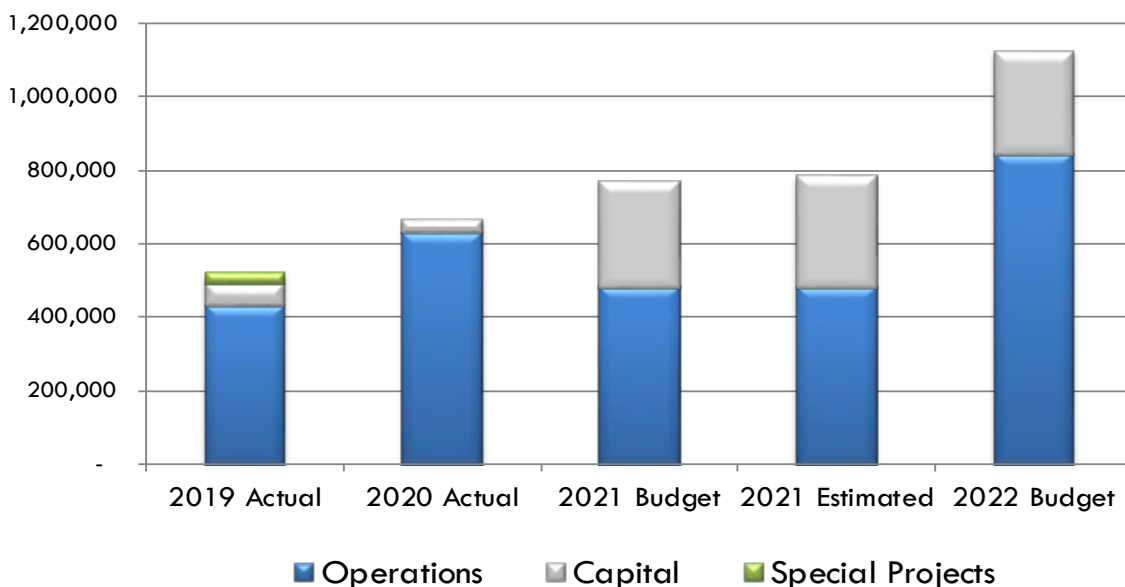
Road Maintenance

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 246,316	\$ 262,749	\$ 254,300	\$ 254,300	\$ 308,250	21%
Personnel Services, Benefits	102,686	118,730	111,500	111,950	147,825	33%
Purchased Professional Services	-	-	-	-	4,000	N/A
Purchased Property Services	48,234	219,416	77,500	78,000	339,400	338%
Other Purchased Services	-	-	-	-	1,800	N/A
Supplies	33,068	28,108	38,000	37,500	42,500	12%
Operating Expenses	\$ 430,304	\$ 629,003	\$ 481,300	\$ 481,750	\$ 843,775	75%
Capital	58,531	33,602	289,000	299,950	277,000	-4%
Special Projects	33,104	-	-	-	-	N/A
Total Expense	\$ 521,939	\$ 662,605	\$ 770,300	\$ 781,700	\$ 1,120,775	45%

MISSION

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, and right-of-way weed control. It also includes managing larger repair projects such as chip sealing and overlaying of streets.

Budget History



Public Works Department

Road Maintenance

RESPONSIBILITIES

- 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.
- Apply the effective use of development impact fees for chip/slurry seal programs and road improvements.
- Continue with the high level of chip seal program to extend the life of residential roads and coordinate with Mesa County to determine the feasibility of combining chip seal operations.
- Continue to remove hazardous trees along the road corridors.
- Administer the Street Sweeping program to improve cleanliness of streets and improve water quality of surface drainage.
- Crack sealing multiple streets around the city to reduce deterioration of sub-grade below the existing asphalt and extend the life of the roadway infrastructure.

PRIOR YEAR ACCOMPLISHMENTS

- City Crew rebuilt the culvert at Snooks Bottom near Kingsview Lift Station on Hwy. 340.
- City crews completed 55 patches requiring 101 ton of asphalt with the intent to continue more patching until the end of the year.
- Maintenance operations included grading and applying mag-chloride to 19 Road, Snooks Road, Snooks parking lot, Greenway Drive and pond entrance.
- The 2021 PASER evaluation reported an average score of 7.1 for all streets. The methodology used to determine the average score was adjusted in 2021 to exclude Colorado Department of Transportation (CDOT) roads that are maintained by CDOT.
- The 2021 PASER evaluation reported having 7.4% of streets with a score of less than 4.0. While the targeted benchmark has been met, the percentage of streets with a score of less than 4.0 rating has increased. The City will continue to track this information as a lag measure of how well the condition of city streets are being maintained.
- City crews spread 23 pallets of crack fill material on city streets in spring and will resume with crack seal program in the fall.

GOALS

- Continue to support development and progression of staff in acquiring necessary certifications. Due to changes in license requirements for Commercial Driver's License (CDL)

Public Works Department

Road Maintenance

this will require any new maintenance staff to complete CDL training through a certified truck driving school.

- Continue aggressive crack sealing program as preventative maintenance measures to protect city streets.
- Be proactive in patching smaller sections of asphalt that are in poor condition.
- Assist with maintenance operations for other divisions where heavy equipment operation is required. This includes operations such as trucking, utility excavations, and earthwork.

PERFORMANCE MEASURES

- In response to the 2021 Community Survey, the quality of City streets was recommended as a top priority for investment. 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. The City will maintain a condition rating for City streets at an overall PASER score of 7.0 or higher and a condition rating with less than 10% of streets below a PASER score of 5.0.
- To support the City's strategic outcome, "Quality of Place" and provide quality essential infrastructure and services, the Road Maintenance Division will attend the Rocky Mountain Asphalt Conference and the Snow and Ice Conference to obtain additional training.

2022 BUDGET HIGHLIGHTS

- The 2022 budget includes the addition of one full time employees. This position will be a Maintenance Worker I and will be responsible for daily road maintenance, general construction and repairs.
- Equipment rental includes an additional \$6,000 for water truck, excavator and other equipment rentals.
- The 2022 budget includes \$100,000 to focus on chip sealing and patching for residential streets as the City works to improve the condition of all streets and bring the average PASER score to a 7.0 or higher. The City anticipates chip sealing approximately 20 streets which will increase the PASER score by 1-2 points and increase the life of the street 5-7 years. The chip seal program continues to utilize a 3-year schedule in order to coordinate with Mesa County to chip seal the larger collector roads and is currently scheduled for 2023.
- Capital expenses:
 - The Sidewalk Replacement program includes an increase of \$70,000 from the 2021 budget to address areas in the City that are experiencing thermal heaving and require the replacement of sidewalks, grinding sidewalks, or ADA ramp improvements. The City continues to implement the 80/20 cost share program for sidewalk replacement with property owners.

Public Works Department

Road Maintenance

- Capital Equipment Replacement Fund (CERF) replacements:
 - 2007 Dump Truck Unit 4015 - \$90,000
 - 2007 4 x 4 Truck with dump bed - \$72,000
- The 2022 budget includes \$15,000 for wireless headsets for the Streets Division staff to work safely while operating loud heavy equipment or working in the roadway with traffic.

Public Works Department

Road Maintenance

Expenses		2019	2020	2021	2021	2022	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-431-51-4113	Salaries, Public Works	214,398	240,781	210,100	210,100	259,550	24%
110-431-51-4120	Part Time	20,677	8,511	33,000	33,000	34,600	5%
110-431-51-4130	Overtime	11,241	13,457	11,200	11,200	14,100	26%
		246,316	262,749	254,300	254,300	308,250	21%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-431-51-4210	Health Insurance	61,055	70,846	68,000	68,000	93,150	37%
110-431-51-4220	FICA Payroll Expense	15,039	15,811	15,800	15,800	19,125	21%
110-431-51-4221	Medicare Payroll Expense	3,517	3,698	3,700	3,700	4,500	22%
110-431-51-4230	Retirement Contribution	9,839	10,801	9,950	9,950	12,300	24%
110-431-51-4250	Unemployment Insurance	730	763	800	800	950	19%
110-431-51-4260	Workers Compensation Ins	12,506	16,811	13,250	13,700	17,800	34%
		102,686	118,730	111,500	111,950	147,825	33%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-431-51-4310	Professional Development	-	-	-	-	4,000	N/A
		-	-	-	-	4,000	N/A
<u>PURCHASED PROPERTY SERVICES</u>							
110-431-51-4435	Fleet Maintenance Charges	-	-	-	-	151,400	N/A
110-431-51-4442	Equipment Rental	1,525	2,000	4,000	4,000	10,000	150%
110-431-51-4450	Road Repair & Maintenance	46,388	61,656	70,000	65,500	70,000	0%
110-431-51-4451	Chipsealing and Patching	-	155,657	-	-	100,000	N/A
110-431-51-4452	Drainage	321	104	3,500	8,500	8,000	129%
		48,234	219,416	77,500	78,000	339,400	338%
<u>OTHER PURCHASED SERVICES</u>							
110-431-51-4530	Telephone	-	-	-	-	1,800	N/A
		-	-	-	-	1,800	N/A
<u>SUPPLIES</u>							
110-431-51-4612	Supplies and Tools	5,047	6,994	9,000	8,500	9,000	0%
110-431-51-4626	Fuel	24,519	18,796	25,000	25,000	25,000	0%
110-431-51-4651	Weed Control	3,208	2,318	4,000	4,000	4,000	0%
110-431-51-4661	Uniforms	294	-	-	-	3,500	N/A
110-431-51-4662	Safety Equipment	-	-	-	-	1,000	N/A
		33,068	28,108	38,000	37,500	42,500	12%
<u>CAPITAL</u>							
110-431-51-4732	Sidewalk Replacements	-	-	30,000	40,950	100,000	233%
110-431-51-4742	Mobile Equipment	58,531	33,602	259,000	259,000	162,000	-37%
110-431-51-4743	Furniture and Equipment	-	-	-	-	15,000	N/A
110-431-51-4744	Computer Equipment	-	-	-	-	-	N/A
		58,531	33,602	289,000	299,950	277,000	-4%
<u>SPECIAL PROJECTS</u>							
110-431-51-4823	Old Fruita Bridge Demolition	33,104	-	-	-	-	N/A
		33,104	-	-	-	-	N/A
TOTAL ROAD MAINTENANCE		521,939	662,605	770,300	781,700	1,120,775	45%

Public Works Department

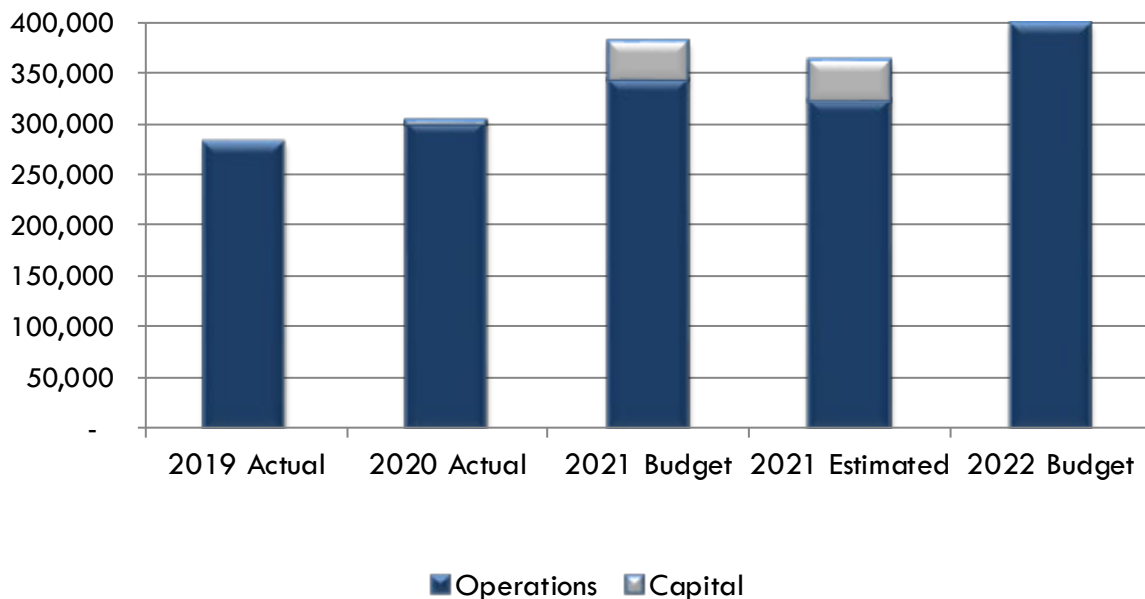
Traffic Safety

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 42,277	\$ 40,447	\$ 72,250	\$ 72,250	\$ 75,425	4%
Personnel Services, Benefits	19,376	19,722	34,400	34,400	36,350	6%
Purchased Professional Services	-	-	-	-	1,000	N/A
Purchased Property Services	29,795	33,166	32,000	3,500	66,850	109%
Supplies	189,613	208,560	203,600	213,600	217,350	7%
Operating Expenses	\$ 281,061	\$ 301,895	\$ 342,250	\$ 323,750	\$ 396,975	16%
Capital	-	2,917	38,000	38,000	-	-100%
Total Expense	\$ 281,061	\$ 304,812	\$ 380,250	\$ 361,750	\$ 396,975	4%

MISSION

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

RESPONSIBILITIES

- Ensure a safe and efficient transportation network for City residents.
- Initiate timely engineering and traffic investigations and surveys to provide for the normal and reasonable movement of pedestrians, bicycle, and vehicle traffic.
- Continue improvements of traffic and pedestrian safety through coordination with the Safety Committee to enhance the signage and general pedestrian safety.

PRIOR YEAR ACCOMPLISHMENTS

- Generated traffic control plans for street and utility maintenance operations.
- Installed 30 mph signs on Maple Street heading south bound.
- Installed van accessible handicap parking at Dinosaur Museum.
- In 2021, 83% of all documented citizen requests were responded to within one month and over 50% were responded to within a week. It is anticipated that response times will improve as levels of staffing are returned to pre COVID-19 levels.

GOALS

- Develop and update all City special event Traffic Control Plans and assist with set up and tear down of temporary traffic control.
- Evaluate traffic safety needs for all modes of travel as pavement marking and signage changes are implemented. Continue painting program for all pavement markings not completed in 2021.
- Program and maintain all safe route signs for school zones. Evaluate the number of crosswalks along schools and pedestrian crossings that require improvements and develop schedule for improvements.
- Improve training and certifications for flagging temporary traffic control and work zone safety.

PERFORMANCE MEASURES

- Providing a safe transportation system for the traveling public is a core function of the City that supports Quality of Place for the entire community. 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.) to prevent

Public Works Department

Traffic Safety

accidents. The Traffic Safety Division will replace 8% of all street signs using evaluation criteria.

BUDGET HIGHLIGHTS

- Due to the significant increase in street striping bids and limited availability of paint, City staff evaluated the current condition of the street striping and determined that streets would not be painted in 2021. The 2022 Budget includes an increase in Service Contracts to paint all City streets in 2022 based on projected inflation rates in paint materials and continued expansion of street infrastructure due to development.

Public Works Department

Traffic Safety

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-431-52-4113	Salaries, Public Works	35,923	39,301	53,700	53,700	56,100	4%
110-431-52-4120	Part Time	5,200	-	16,500	16,500	17,200	4%
110-431-52-4130	Overtime	1,154	1,146	2,050	2,050	2,125	4%
		42,277	40,447	72,250	72,250	75,425	4%
PERSONNEL SERVICES, BENEFITS							
110-431-52-4210	Health Insurance	13,052	13,259	22,300	22,300	23,150	4%
110-431-52-4220	FICA Payroll Expense	2,524	2,408	4,500	4,500	4,700	4%
110-431-52-4221	Medicare Payroll Expense	590	563	1,050	1,050	1,100	5%
110-431-52-4230	Retirement Contribution	1,617	1,763	2,500	2,500	2,800	12%
110-431-52-4250	Unemployment Insurance	123	116	250	250	250	0%
110-431-52-4260	Workers Compensation Ins	1,470	1,613	3,800	3,800	4,350	14%
		19,376	19,722	34,400	34,400	36,350	6%
PURCHASED PROFESSIONAL SERVICES							
110-431-52-4310	Professional Development	-	-	-	-	1,000	N/A
		-	-	-	-	1,000	N/A
PURCHASED PROPERTY SERVICES							
110-431-52-4430	Service Contracts	28,422	29,190	29,000	500	63,500	119%
110-431-52-4435	Fleet Maintenance Charges	-	-	-	-	350	N/A
110-431-52-4453	Street Light Repair & Maint.	1,373	3,976	3,000	3,000	3,000	0%
		29,795	33,166	32,000	3,500	66,850	109%
SUPPLIES							
110-431-52-4612	Supplies and Tools	2,070	1,908	2,000	2,000	2,000	0%
110-431-52-4621	Street Lighting	158,253	172,694	169,000	179,000	180,000	7%
110-431-52-4626	Fuel	2,711	2,312	2,600	2,600	2,600	0%
110-431-52-4641	Snow and Ice Removal	9,986	13,606	10,000	10,000	10,000	0%
110-431-52-4642	Signs and Paint	16,593	18,040	20,000	20,000	22,000	10%
110-431-52-4661	Uniforms	-	-	-	-	250	N/A
110-431-52-4662	Safety Equipment	-	-	-	-	500	N/A
		189,613	208,560	203,600	213,600	217,350	7%
CAPITAL							
110-431-52-4742	Mobile Equipment	-	-	38,000	38,000	-	
110-431-52-4743	Furniture and Equipment	-	2,917	-	-	-	N/A
		-	2,917	38,000	38,000	-	-100%
TOTAL TRAFFIC SAFETY		281,061	304,812	380,250	361,750	396,975	4%

Public Works

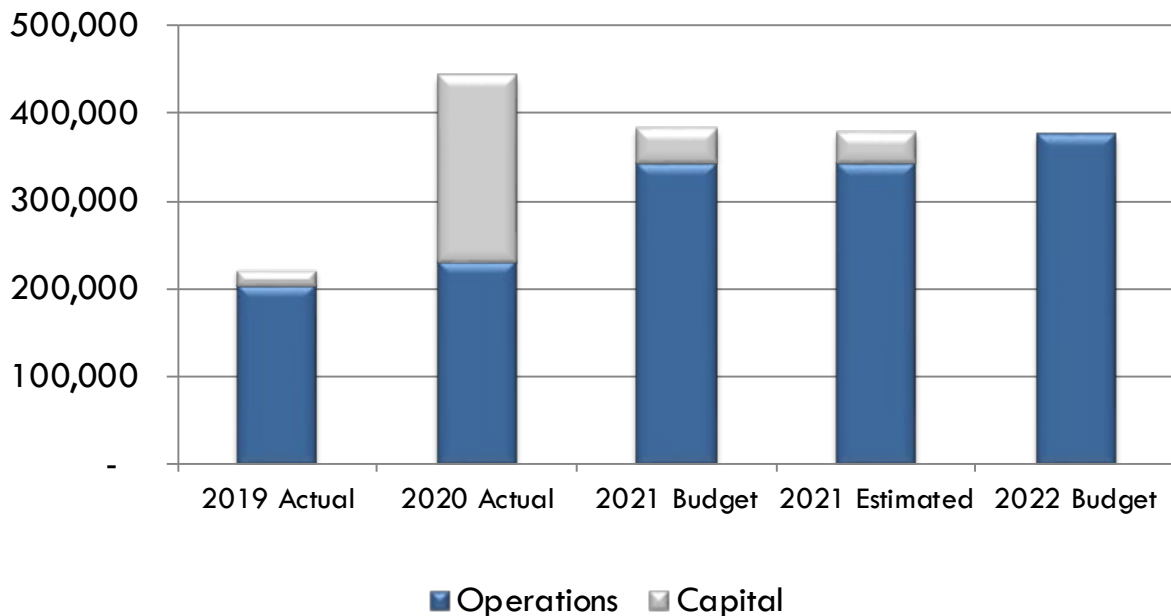
Building Maintenance

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 66,121	\$ 66,869	\$ 135,950	\$ 135,950	\$ 143,175	5%
Personnel Services, Benefits	26,617	28,821	82,600	82,750	86,700	5%
Purchased Professional Services	-	-	-	-	625	N/A
Purchased Property Services	26,792	39,798	31,500	31,500	47,350	50%
Other Purchased Services	663	578	650	650	1,250	92%
Supplies	\$ 83,639	\$ 94,264	\$ 90,950	\$ 90,950	\$ 96,750	6%
Operating Expenses	203,832	230,330	341,650	341,800	375,850	10%
Capital	18,156	211,421	40,650	36,000	-	-100%
Special Projects	-	-	30,000	10,000	-	-100%
Total Expense	\$ 221,988	\$ 441,751	\$ 412,300	\$ 387,800	\$ 375,850	-9%

MISSION

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

Budget History



Public Works

Building Maintenance

RESPONSIBILITIES

- 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.

PRIOR YEAR ACCOMPLISHMENTS

- Due to the COVID-19 pandemic, the City continued with cleaning & disinfection tasks throughout City facilities and when needed increased the amount of cleaning and disinfection based on case numbers and exposures to City staff.
- A draft custodial and maintenance schedule of duties was developed for all facilities and can be utilized when adjustments in daily staffing are necessary.
- Coordinated with FWorks staff to install electrical conduit in the coworking space to allow for additional desks to be installed and conversion of the Independence Room to a permanent conference room.
- Worked with a professional architectural firm to complete space programming and conceptual design for additional office space in the Civic Center facility

GOALS

- Build facility asset data into the work order system.
- Finalize the custodial and maintenance schedule of duties for all City facilities.

PERFORMANCE MEASURES

- Track custodial hours and develop metrics to monitor level of service for custodial operations.
- Continue monitoring energy usage for facilities and evaluate energy savings measures.

2022 BUDGET HIGHLIGHTS

- The 2022 Budget includes an increase in professional development costs for employees to stay current with CDL licenses and other certifications.
- Service contracts include an additional \$4,800 for elevator service contract due to the age of the elevator and multiple repairs required to keep it operational.
- Building maintenance expenses are increased \$7,000 (54%) to cover aging facilities and increased costs.

Public Works Department

Building Maintenance

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-431-54-4113	Salaries, Public Works	43,369	53,238	130,100	130,100	137,050	5%
110-431-54-4120	Part Time	20,931	12,263	-	-	-	N/A
110-431-54-4130	Overtime	1,821	1,368	5,850	5,850	6,125	5%
		66,121	66,869	135,950	135,950	143,175	5%
PERSONNEL SERVICES, BENEFITS							
110-431-54-4210	Health Insurance	17,141	18,589	61,000	61,000	63,500	4%
110-431-54-4220	FICA Payroll Expense	4,007	4,001	8,450	8,450	8,900	5%
110-431-54-4221	Medicare Payroll Expense	937	936	2,000	2,000	2,100	5%
110-431-54-4230	Retirement Contribution	1,952	2,736	6,150	6,150	6,450	5%
110-431-54-4250	Unemployment Insurance	195	193	450	450	450	0%
110-431-54-4260	Workers Compensation Insu	2,385	2,365	4,550	4,700	5,300	16%
		26,617	28,821	82,600	82,750	86,700	5%
PURCHASED PROFESSIONAL SERVICES							
110-431-54-4310	Professional Development	-	-	-	-	625	N/A
		-	-	-	-	625	N/A
PURCHASED PROPERTY SERVICES							
110-431-54-4430	Service Contracts	8,185	23,799	16,000	16,000	20,800	30%
110-431-54-4435	Fleet Maintenance Charges	-	-	-	-	4,050	N/A
110-431-54-4440	Building Maintenance	18,607	14,588	13,000	13,000	20,000	54%
110-431-54-4442	Equipment Rental	-	1,411	2,500	2,500	2,500	0%
		26,792	39,798	31,500	31,500	47,350	50%
OTHER PURCHASED SERVICES							
110-431-54-4530	Telephone	663	578	650	650	1,250	92%
		663	578	650	650	1,250	92%
SUPPLIES							
110-431-54-4612	Supplies and Tools	8,918	21,045	13,000	13,000	13,000	0%
110-431-54-4620	Utilities	72,988	71,200	75,000	75,000	78,750	5%
110-431-54-4626	Fuel	1,656	1,653	2,200	2,200	2,500	14%
110-431-54-4642	Signs	77	366	750	750	750	0%
110-431-54-4661	Uniforms	-	-	-	-	1,500	N/A
110-431-54-4662	Safety equipment	-	-	-	-	250	N/A
		83,639	94,264	90,950	90,950	96,750	6%
CAPITAL							
110-431-54-4720	Construction	-	41,262	-	-	-	
110-431-54-4742	Mobile Equipment	-	33,803	31,000	27,000	-	-100%
110-431-54-4743	Furniture and Equipment	18,156	136,356	9,650	9,000	-	-100%
		18,156	211,421	40,650	36,000	-	-100%
SPECIAL PROJECTS							
110-431-54-4822	Space Needs Assessment	-	-	30,000	10,000	-	-100%
		-	-	30,000	10,000	-	-100%
TOTAL BUILDING MAINTENANCE		221,988	441,751	412,300	387,800	375,850	-9%

Public Works Department

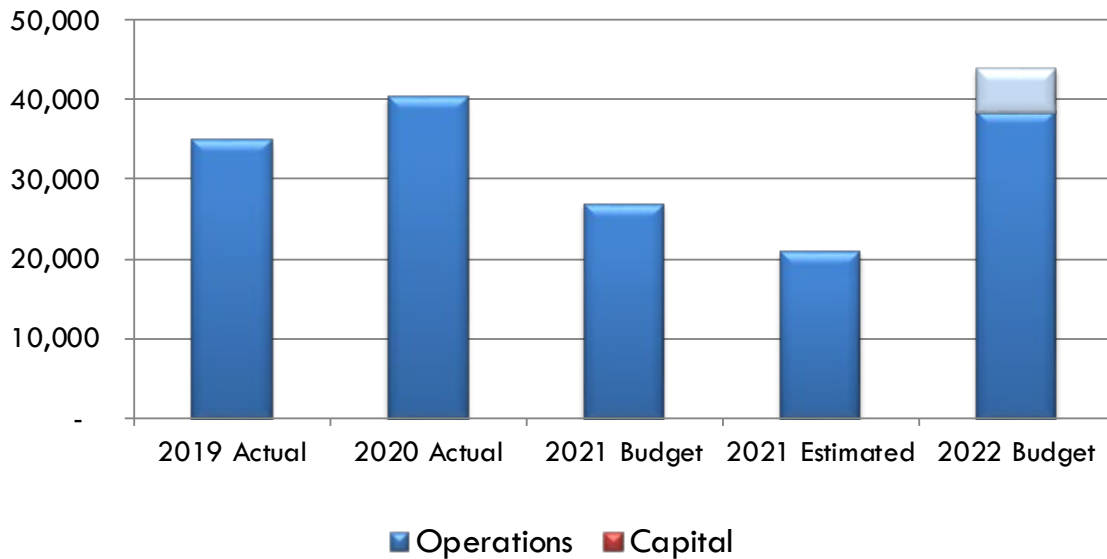
Mountain Water

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 22,356	\$ 27,036	\$ 12,500	\$ 12,500	\$ 13,050	4%
Personnel Services, Benefits	7,816	9,017	4,350	4,350	4,525	4%
Purchased Professional Services	-	1,069	-	-	-	N/A
Purchased Property Services	3,347	1,664	7,000	1,000	18,000	157%
Supplies	1,356	1,519	2,950	2,950	2,950	0%
Operating Expenses	\$ 34,875	\$ 40,305	\$ 26,800	\$ 20,800	\$ 38,525	44%
Capital	-	-	-	-	5,500	N/A
Total Expense	\$ 34,875	\$ 40,305	\$ 26,800	\$ 20,800	\$ 44,025	64%

MISSION

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

RESPONSIBILITIES

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.

The City has an agreement with the Glade Park Pipeline Water Users Association (GPPWUA) to supply non-potable water to users along the pipeline in the Glade Park area in exchange for maintenance of the pipeline.

PRIOR YEAR ACCOMPLISHMENTS

- 2021 continued to be a dry year with most of the snowmelt occurring early in the season. As a result, the amount of water available from the Haypress diversion was minimal and the storage of water in the Reservoirs #1 & #3 were used to supply water to GPPWUA. This will result in the reservoirs being near empty by the end of the season.
- There remains approximately 5,000 feet of pipe on the Enoch system that is in poor condition and requires replacement. Leaks in the Enoch line did not allow for any water from Enoch to be used in supplementing the water needs of the GPPWUA.
- Maintained dam slopes, spillways, slide gates, and meters for Reservoirs #1, #2, #3 & Enoch.
- Read and recorded reservoir heights and monitored and recorded delivery rates monthly for water District 42 and 73 as mandated by the Colorado Division of Water Resources Division 4.
- Reservoir #2 remains under a storage restriction due to the unstable nature of the dam. No progress was made in 2021 in design for improving the dam.
- The Enoch Lake site continued to be operated at a minimum level of service and is experiencing continued deficiencies in maintenance of the restroom and picnic area facilities.

GOALS

- Maintain an uninterrupted water flow to users throughout the season.
- Complete water records and measurements to comply with water commissioners.
- Continue to seek partnerships to manage properties and assets on Pinon Mesa. Would like to partner with community organizations to cut woody material from the Dam.

Public Works Department

Mountain Water

PERFORMANCE MEASURES

- Reduce man-hours spent on Mountain Water administration. This can be accomplished by installing new octave meters.
- Seek potential partnerships to discuss opportunities and improvements to Reservoir #2.

2022 BUDGET HIGHLIGHTS

- Water line repair for the Enoch pipeline is increased to \$12,000 in the 2022 Budget. The City postponed the 1,000 ft. of pipe replacement in 2021 due to the high cost and supply chain issues for materials. The City would like to double the amount of pipe replacement next year to stay on target with the goal of replacing the line to ensure full utilization of the line without loss of water.
- Reservoir maintenance expenses are increased \$5,000.
- Capital equipment.
 - Meters - \$5,500. There are 5 meters of varying sizes used to record water flows for reporting to the State, GPPWUA and other users of the water which are nearing their life expectancy. The 2022 Budget includes the replacement of two meters with a plan to replace two meters in 2023 and one in 2024.

Public Works Department

Mountain Water

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estiamted	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-431-70-4113	Salaries, Public Works	21,463	25,701	12,000	12,000	12,550	5%
110-431-70-4120	Salaries, Part time	-	-	-	-	-	N/A
110-431-70-4130	Overtime	893	1,335	500	500	500	0%
		22,356	27,036	12,500	12,500	13,050	4%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-431-70-4210	Health Insurance	4,508	4,952	2,300	2,300	2,400	4%
110-431-70-4220	FICA Payroll Expense	1,394	1,675	800	800	825	3%
110-431-70-4221	Medicare Payroll Expense	326	392	200	200	200	0%
110-431-70-4230	Retirement Contribution	966	1,153	600	600	600	0%
110-431-70-4250	Unemployment Insurance	67	81	50	50	50	0%
110-431-70-4260	Workers Compensation Insurance	555	764	400	400	450	13%
		7,816	9,017	4,350	4,350	4,525	4%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-431-70-4335	Engineering	-	1,069	-	-	-	N/A
		-	1,069	-	-	-	N/A
<u>PURCHASED PROPERTY SERVICES</u>							
110-431-70-4426	Water Line Repair	2,520	1,178	6,000	-	12,000	100%
110-431-70-4427	Reservoir Maintenance	827	486	1,000	1,000	6,000	500%
110-431-70-4435	Fleet Maintenance	-	-	-	-	-	N/A
		3,347	1,664	7,000	1,000	18,000	157%
<u>SUPPLIES</u>							
110-431-70-4612	Supplies and Tools	397	625	1,750	1,750	1,750	0%
110-431-70-4626	Fuel	959	894	1,200	1,200	1,200	0%
		1,356	1,519	2,950	2,950	2,950	0%
<u>CAPITAL</u>							
110-431-70-4743	Furniture and Equipment	-	-	-	-	5,500	N/A
		-	-	-	-	5,500	N/A
TOTAL MOUNTAIN WATER		34,875	40,305	26,800	20,800	44,025	64%

Parks and Recreation Department

Parks and Recreation Department

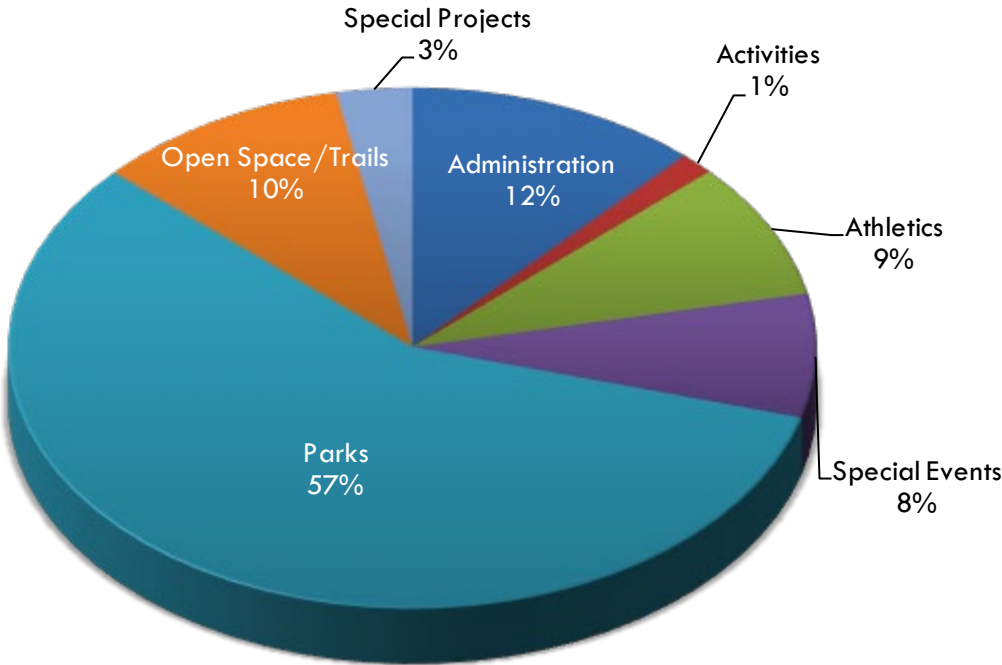
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Parks and Recreation Department

Expenses by Program	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Administration	\$ 190,103	\$ 178,118	\$ 205,325	\$ 194,400	\$ 160,875	-22%
Activities	37,345	3,802	21,275	11,925	18,800	-12%
Athletics	78,412	91,294	112,050	108,500	116,025	4%
Special Events	75,022	33,852	60,650	67,100	104,675	73%
Parks	619,618	657,386	683,290	690,975	781,550	14%
Open Space/Trails	-	-	120,200	120,200	139,375	16%
Operating Expenses	\$1,000,500	\$ 964,452	\$1,202,790	\$1,193,100	\$1,321,300	10%
Capital	83,820	41,673	87,700	52,000	-	-100%
Special Projects	65,679	110,904	61,500	93,375	41,500	-33%
Total Expense	\$1,149,999	\$1,117,029	\$1,351,990	\$1,338,475	\$1,362,800	1%

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

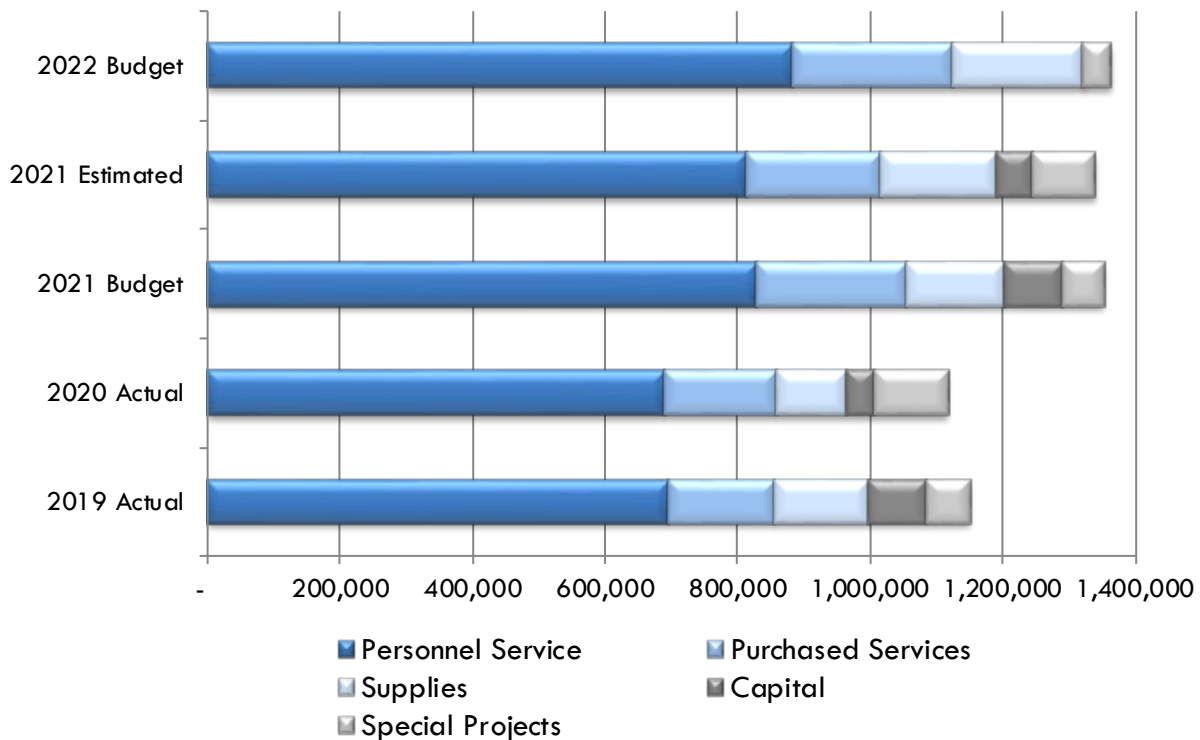
Parks and Recreation Programs



Parks and Recreation Department

EXPENSES BY TYPE	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 534,123	\$ 512,057	\$ 627,850	\$ 609,000	\$ 647,475	3%
Personnel Services, Benefits	161,265	177,237	200,950	203,850	235,750	17%
Purchased Professional Services	39,442	17,323	40,600	31,000	38,750	-5%
Purchased Property Services	107,713	147,325	175,825	162,900	193,600	10%
Other Purchased Services	13,734	4,265	8,490	7,750	9,150	8%
Supplies	142,582	106,249	149,075	176,800	196,575	32%
Operating Expenses	\$ 998,859	\$ 964,455	\$1,202,790	\$1,191,300	\$1,321,300	10%
Capital	85,460	41,673	87,700	53,800	-	-100%
Special Projects	65,678	110,904	61,500	93,375	41,500	-33%
Total Expense	\$1,149,997	\$1,117,032	\$1,351,990	\$1,338,475	\$1,362,800	1%

Budget History



Parks and Recreation Department

Factors Affecting Expenses

- Total expenses of the Parks and Recreation Department are budgeted to increase 1% in 2022. Operating expenses are budgeted to increase 10%.
- Personnel changes (see below).
- Increased parks, open space and trails maintenance expenses due to additional maintenance and increases in costs for tamarisk removal, fleet maintenance charges, equipment rentals, and supplies and equipment primarily related to tree care, weed control and other maintenance supplies \$23,600 (23%)
- Landscaping supplies are budgeted to increase \$6,000 (43%) for xeriscaping of a portion of the Hwy 6 & 50 trail.
- Website development is budgeted at \$4,000 to complete the redesign of the Mike the Headless Chicken Website, a project that was not completed in 2021.

Personnel

The 2022 Budget includes the conversion of a part-time parks worker to a full time position. In addition, during 2021 there was some restructuring of personnel as result of vacancies in existing positions and evaluation of needs of the department. The full-time administrative technician position was converted to a part time position with costs allocated between the General Fund and Community Center Fund (50%/50%) and a full time special events coordinator was hired with this position also split between the General Fund and Community Center Fund (50%/50%).

Parks and Recreation Personnel				
Position	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Recreation Administration				
Park & Recreation Director	1.00	1.00	1.00	1.00
Administrative Tech/Specialist	1.00	1.00	1.00	0.50
Athletics				
Recreation Coordinator Athletics	1.00	1.00	1.00	1.00
Recreation Lead I	0.85	0.85	0.87	0.80
Special Events				
Special Events Coordinator	0.00	0.00	0.00	0.50
Special Events	0.20	0.20	0.18	0.17
Parks				
Parks Supervisor	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.00	1.00	1.00	1.00
Parks Worker II	3.00	3.00	2.00	3.00
Parks Worker I	1.30	0.00	0.00	0.00
Seasonal Parks Worker	2.60	3.82	4.46	3.82
Open Space/Trails				
Parks Worker II	0.00	0.00	1.00	1.00
Total Positions	12.95	12.87	13.51	13.79

Parks and Recreation Department

Parks and Recreation Staffing Chart				
	2019	2020	2021	2022
Hours Summary	Actual	Actual	Budget	Budget
Administration				
Full time employees	4,313	4,069	4,160	2,080
Part time employees	-	-	-	662
Overtime	-	12	5	-
<i>Total Administration Hours</i>	<u>4,313</u>	<u>4,081</u>	<u>4,165</u>	<u>2,742</u>
Activities				
Full time employees	1,073	-	-	-
Part time employees	17	-	175	150
<i>Total Activities Hours</i>	<u>1,090</u>	<u>-</u>	<u>175</u>	<u>150</u>
Athletics				
Full time employees	1,094	2,101	2,080	2,080
Part time employees	1,711	1,024	1,800	1,675
<i>Total Athletics Hours</i>	<u>2,805</u>	<u>3,125</u>	<u>3,880</u>	<u>3,755</u>
Special Events				
Full time employees	-	-	-	1,040
Part time employees	331	30	350	325
Overtime	1	-	25	20
<i>Total Special Event Hours</i>	<u>332</u>	<u>30</u>	<u>375</u>	<u>1,385</u>
Parks				
Full time employees	10,677	11,475	8,725	10,775
Part time employees	7,379	5,268	9,275	7,950
Overtime	516	218	615	590
<i>Total Park Hours</i>	<u>18,572</u>	<u>16,961</u>	<u>18,615</u>	<u>19,315</u>
Open Space and Trails				
Full time employees	-	-	2,155	2,155
Part time employees	-	-	-	-
Overtime	-	-	100	100
<i>Total Open Space/Trails Hours</i>	<u>-</u>	<u>-</u>	<u>2,255</u>	<u>2,255</u>
Total Hours	<u>27,112</u>	<u>24,197</u>	<u>29,465</u>	<u>29,602</u>
Total FTE Equivalents	<u>13.03</u>	<u>11.63</u>	<u>14.17</u>	<u>14.23</u>

Parks and Recreation Department

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
4111	Salaries, Administrative	172,296	174,355	184,600	180,100	163,750	-11%
4113	Salaries, Parks	207,649	231,647	232,300	232,300	280,050	21%
4120	Part Time	123,246	93,177	169,000	164,800	162,975	-4%
4125	Contract Labor	14,696	5,226	19,000	18,000	18,000	-5%
4130	Overtime	16,236	7,652	22,950	13,800	22,700	-1%
		534,123	512,057	627,850	609,000	647,475	3%
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210	Health Insurance	93,658	107,599	119,400	121,400	148,550	24%
4220	FICA Payroll Expense	31,931	31,077	37,850	38,075	39,225	4%
4221	Medicare Payroll Expense	7,468	7,268	9,000	9,000	9,225	2%
4230	Retirement Contribution	17,081	18,189	19,700	20,075	20,950	6%
4250	Unemployment Insurance	1,547	1,499	2,000	1,950	2,025	1%
4260	Workers Compensation Insurance	9,580	11,605	13,000	13,350	15,775	21%
		161,265	177,237	200,950	203,850	235,750	17%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
4310	Professional Development	9,188	2,930	12,550	6,450	10,700	-15%
4338	Website development	-	-	4,000	-	4,000	0%
4343	Registration Processing Fees	-	1,117	2,750	2,750	2,750	0%
4345	Background Investigations	1,454	950	1,300	1,800	1,300	0%
4350	Entertainment	28,800	12,326	20,000	20,000	20,000	0%
		39,442	17,323	40,600	31,000	38,750	-5%
<u>PURCHASED PROPERTY SERVICES</u>							
4422	Trails Maintenance	5,000	708	5,000	5,000	5,000	0%
4424	Parks Repair & Maintenance	46,451	56,590	48,000	48,000	50,000	4%
4425	Tamarisk Removal	5,320	3,000	5,000	5,000	7,500	50%
4428	Weed Control	-	9,303	20,000	7,500	12,000	-40%
4430	Service Contracts	12,107	8,159	22,600	22,000	23,100	2%
4435	Fleet Maintenance Charges	35,400	62,000	65,075	65,250	80,350	23%
4441	Facility Rental	3,435	5,375	3,650	3,650	3,650	0%
4442	Equipment Rental	-	2,191	6,500	6,500	12,000	85%
		107,713	147,325	175,825	162,900	193,600	10%
<u>OTHER PURCHASED SERVICES</u>							
4530	Telephone	3,364	3,340	3,490	3,150	3,150	-10%
4550	Printing	7,186	-	2,000	2,000	2,000	0%
4553	Advertising	3,184	925	3,000	2,600	4,000	33%
		13,734	4,265	8,490	7,750	9,150	8%
<u>SUPPLIES</u>							
4610	Office Supplies	4,124	940	3,000	3,000	3,000	0%
4611	Postage	997	654	1,250	1,250	1,250	0%
4612	Supplies and Equipment	69,109	45,730	67,575	86,500	91,175	35%
4620	Utilities	27,929	28,669	28,500	32,000	32,000	12%

Parks and Recreation Department

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
SUPPLIES (continued)							
4626	Gas and Oil	19,710	16,146	21,000	28,500	28,500	36%
4629	Water Share Assessments	790	171	1,600	500	1,600	0%
4630	Meeting/Appreciation Supplies	-	649	2,850	2,450	2,850	0%
4650	Landscaping Supplies	5,039	160	14,000	11,500	20,000	43%
4661	Uniforms	3,818	2,341	2,600	5,000	3,500	35%
4662	Safety Equipment	671	555	700	100	700	0%
4690	Supplies for Resale	10,395	10,234	6,000	6,000	12,000	100%
		142,582	106,249	149,075	176,800	196,575	32%
CAPITAL							
4742	Mobile Equipment	80,827	35,091	78,500	47,000	-	-100%
4743	Furniture and Equipment	4,633	6,582	9,200	6,800	-	-100%
		85,460	41,673	87,700	53,800	-	-100%
SPECIAL PROJECTS							
4810	Boards and Commissions	5,748	3,500	2,500	2,500	2,500	0%
4821	Fireworks Display	25,792	150	30,000	30,000	30,000	0%
4826	PHROST Plan/POST Impact Fee	23,555	82,577	-	24,000	-	N/A
4827	Fruita Desert Cultural Survey	-	18,297	-	7,875	-	N/A
4842	Contributions and Scholarships	10,583	6,380	9,000	9,000	9,000	0%
4848	Arts in Society Expenses	-	-	20,000	20,000	-	-100%
		65,678	110,904	61,500	93,375	41,500	-33%
TOTAL EXPENDITURES		1,149,997	1,117,032	1,351,990	1,338,475	1,362,800	1%

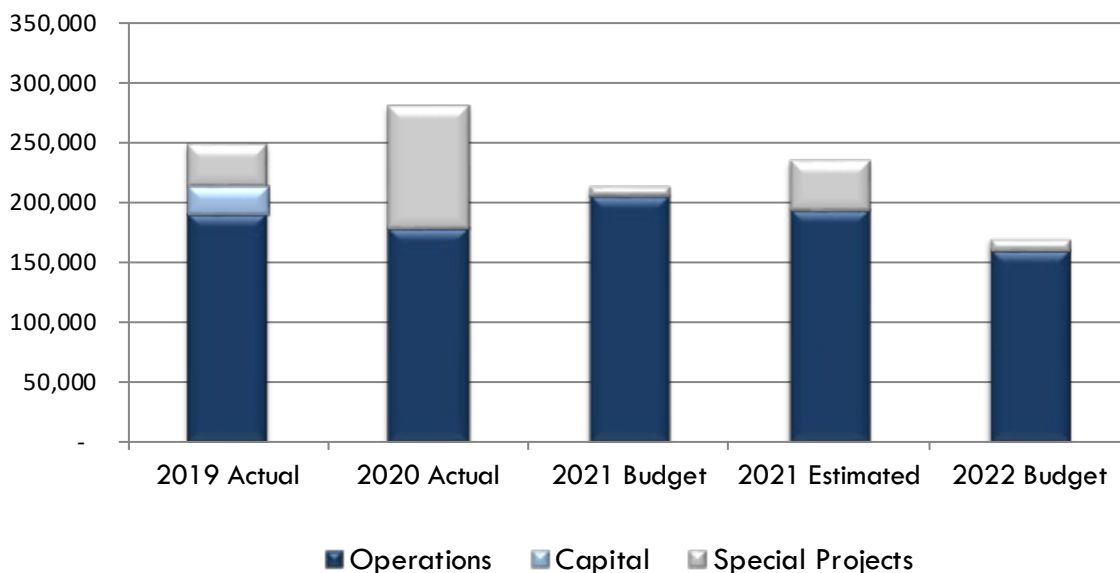
Parks and Recreation Department Administration

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 128,872	\$ 132,413	\$ 140,250	\$ 132,100	\$ 110,075	-22%
Personnel Services, Benefits	42,386	39,204	48,550	48,550	35,850	-26%
Purchased Professional Services	4,698	2,240	7,350	4,250	6,250	-15%
Purchased Property Services	352	1,657	725	1,300	600	-17%
Other Purchased Services	7,987	458	2,850	2,500	2,500	-12%
Supplies	5,808	2,146	5,600	5,700	5,600	0%
Operating Expenses	\$ 190,103	\$ 178,118	\$ 205,325	\$ 194,400	\$ 160,875	-22%
Capital	24,154	-	-	-	-	N/A
Special Projects	34,138	102,254	9,000	40,875	9,000	0%
Total Expense	\$ 248,395	\$ 280,372	\$ 214,325	\$ 235,275	\$ 169,875	-21%

MISSION

Parks and Recreation Administration is responsible for setting the overall direction of the department as well as ensuring operations are appropriately serving the Fruita Community. Areas of oversight include program administration, facility management (including the Fruita Community Center), special events, parks, open space and trails, financial management, marketing, and development of new events, programs, facilities, parks, open space areas and trails. Parks and Recreation Administration provide staff support to the Parks and Recreation Advisory Board and the Arts and Culture Board. Administration is the primary point of contact for City parks and recreation services to external agencies and organizations.

Budget History



Parks and Recreation Department

Administration

RESPONSIBILITIES

- Contribute to the overall Quality of Life and Lifestyle of Fruita by providing cultural and recreational opportunities for the residents of the community to maintain and enhance their physical, social and mental well-being. Continue to provide activities and events that promote community and a small-town atmosphere.
- Provide safe, clean, well-maintained parks, open space areas and trails that encourage passive use as well as actively planned use.
- Ensure the financial security of the Fruita Community Center while keeping a well-maintained facility for the Fruita community to use.
- Provide excellent customer service to patrons of the Parks and Recreation Department.
- Promote the development of staff and provide a positive working environment.
- Assist with economic development efforts to attract outdoor recreation opportunities and businesses.
- Partner with other agencies and organizations to move projects, initiatives forward that pertain to improving the overall community's health and economic well-being.
- Parks and Recreation Administration is also responsible for city-wide facility (buildings and parks) scheduling and departmental personnel management.

PRIOR YEAR ACCOMPLISHMENTS

- The Fruita Parks and Recreation Department continue to rebound from the global pandemic. The Fruita Community Center is slowly getting back up to pre-pandemic numbers. We are currently at 87% attendance when compared to 2019. Overall participation numbers are up in youth programming as people are eager to get out and participate.
- Special Events were also impacted due to COVID-19. Due to COVID-19 restrictions, the Sweetheart 5k and 10K races was held virtually this year. The Evening of Art also cancelled and an IndieGoGo online fundraising campaign was held instead. Starting with the Easter Egg Scramble things were starting to look more "normal", where 8,000 eggs were distributed as kids returned to the back yard of the Fruita Community Center and were able to "scramble" once more. Summer was more like it with Thursday Night Concerts back in action and 3rd of July Fireworks filled the Sky! Mike the Headless Chicken Festival was moved to August for 2021. Truck N Treat will return to downtown this year and a fishing derby, and the Youth Scholarship Golf Tournament (moved from April) are also being planned. The last few months of 2021 will be busy with internal and external events.
- The Parks Division continued to strive to maintain parks, trails, open space lands, and facility landscapes at a high level. Although they were faced with reduced staff for much of the year the high standards were maintained.

Parks and Recreation Department

Administration

- Funded in part by a Great Outdoors Colorado Planning Grant, the Parks, Health, Recreation, Open Space and Trails Master Plan was completed. Starting in February of 2020, the consultant from GreenPlay collected input and data on the communities' desires for future facilities and programs. They issued a community-wide survey, obtained youth input through the Youth Activities and Nutrition survey, conducted stakeholder interviews inventoried all park and recreation facilities as well as programs and activities. The consultants confirmed the findings in July through more community outreach (socially distanced open house at the FCC) and the plan was adopted in April 2021.
- The Fruita Arts and Culture Board had a busy 2021. The board was awarded a grant from Arts in Society to host the Wellspring Project. The Wellspring Project was a 7-day summer event for 13 students from Fruita Middle School which addressed water use in the west. As a result of this project, a large mural was completed on the 6 & 50 underpass of the lower little salt wash trail.
- In addition, the Highway 340 Roundabout was completed. The Arts and Culture Board was instrumental in getting this project to the finish line. The Arts and Culture Board ultimately raised all of the funds needed for the artwork associated with this project.
- The Fruita Youth Action Council had a busy year despite restrictions from the pandemic. The students worked with Rise Above Colorado to design a mural that went on the Dinosaur Journey Museum. The council completed its 2nd annual Splash Bash and in April, nine new members were appointed to the council for the next school year.

GOALS

- Staff will start to implement planning and improvements to Parks and Recreation assets as outlined in the PHROST Master Plan.
- Improve overall operations in the Park/OST and the Recreation division.

PERFORMANCE MEASURES

- Complete the annual parks and Open Space and Trails maintenance and management plan.
- Provide analysis of revenues and expenses of recreation programs to determine subsidy of each major program.

BUDGET HIGHLIGHTS

- An Administrative Technician position was converted from full time to part time mid- year in 2021 and full time special events/administrative technician was added. Both of these positions are funded through the General Fund and the Community Center with 50% allocated to each fund. These personnel changes are carried forward into the 2022 Budget.

Parks and Recreation Department

Administration

Expenses		2019	2020	2021	2021	2022	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-451-20-4111	Salaries, Administrative	128,872	132,039	140,100	127,600	96,000	-31%
110-451-20-4120	Part Time	-	-	-	4,500	14,075	N/A
110-451-20-4130	Overtime	-	374	150	-	-	-100%
		128,872	132,413	140,250	132,100	110,075	-22%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-451-20-4210	Health Insurance	26,419	22,725	30,800	30,800	22,500	-27%
110-451-20-4220	FICA Payroll Expense	7,828	8,117	8,700	8,700	6,900	-21%
110-451-20-4221	Medicare Payroll Expense	1,831	1,899	2,050	2,050	1,600	-22%
110-451-20-4230	Retirement Contribution	5,800	5,928	6,350	6,350	4,350	-31%
110-451-20-4250	Unemployment Insurance	381	392	450	450	350	-22%
110-451-20-4260	Workers Compensation Ins	127	143	200	200	150	-25%
		42,386	39,204	48,550	48,550	35,850	-26%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-451-20-4310	Professional Development	4,698	1,123	4,600	1,500	3,500	-24%
110-451-20-4343	Credit Card Processing Fees	-	1,117	2,750	2,750	2,750	0%
		4,698	2,240	7,350	4,250	6,250	-15%
<u>PURCHASED PROPERTY SERVICES</u>							
110-451-20-4430	Service Contracts	352	457	600	1,000	600	0%
110-451-20-4435	Fleet Maintenance Charges	-	1,200	125	300	-	-100%
		352	1,657	725	1,300	600	-17%
<u>OTHER PURCHASED SERVICES</u>							
110-451-20-4530	Telephone	801	458	850	500	500	-41%
110-451-20-4550	Printing	7,186	-	2,000	2,000	2,000	0%
		7,987	458	2,850	2,500	2,500	-12%
<u>SUPPLIES</u>							
110-451-20-4610	Office Supplies	4,124	940	3,000	3,000	3,000	0%
110-451-20-4611	Postage	807	496	1,000	1,000	1,000	0%
110-451-20-4626	Gas and Oil	877	365	1,000	1,000	1,000	0%
110-451-20-4630	Meeting/Appreciation Supplies	-	345	600	700	600	0%
		5,808	2,146	5,600	5,700	5,600	0%
<u>CAPITAL</u>							
110-451-20-4742	Mobile Equipment	24,154	-	-	-	-	N/A
110-451-20-4744	Computer Equipment	-	-	-	-	-	N/A
		24,154	-	-	-	-	N/A
<u>SPECIAL PROJECTS</u>							
110-451-20-4826	Master Plans/POST Impact Fee	23,555	82,577	-	24,000	-	N/A
110-451-20-4827	Fruita Desert Cultural Survey	-	18,297	-	7,875	-	N/A
110-451-20-4842	Scholarship Contributions	10,583	1,380	9,000	9,000	9,000	0%
		34,138	102,254	9,000	40,875	9,000	0%
TOTAL EXPENDITURES		248,395	280,372	214,325	235,275	169,875	-21%

Parks and Recreation Department

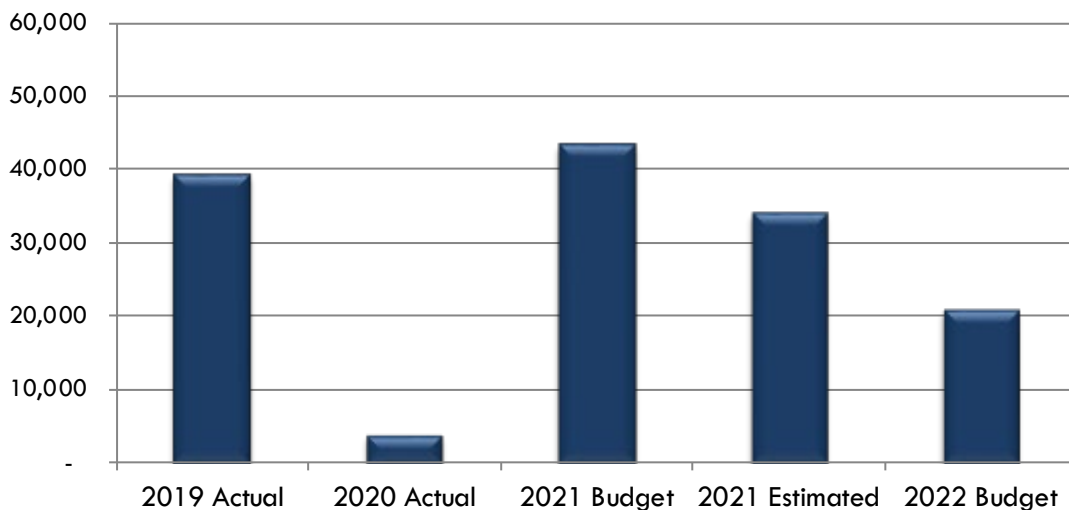
Activities

<u>EXPENDITURES</u>	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 28,639	\$ 2,717	\$ 15,800	\$ 9,000	\$ 13,350	-16%
Personnel Services, Benefits	6,787	115	500	125	375	-25%
Purchased Professional Services	170	-	300	300	400	33%
Purchased Property Services	-	-	-	-	-	N/A
Other Purchased Services	325	-	500	500	500	0%
Supplies	1,424	970	4,175	2,000	4,175	0%
Operating Expenses	\$ 37,345	\$ 3,802	\$ 21,275	\$ 11,925	\$ 18,800	-12%
Capital	-	-	-	-	-	N/A
Special Projects	1,765	-	22,000	22,000	2,000	-91%
Total Expense	\$ 39,110	\$ 3,802	\$ 43,275	\$ 33,925	\$ 20,800	-52%

MISSION

Recreation 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: dance, art classes, survival skills classes and events such as: Cookies-n-Claus, Easter Egg Scramble, and Truck-N-Treat.

Budget History



Parks and Recreation Department

Activities

RESPONSIBILITIES

- Meet the needs of the community by maintaining, enhancing, and improving their physical and mental well-being through activities and programs.
- Create new programs as the demand increases and evaluate annually.
- Provide free and low-cost activities and events throughout the year.
- Maintain current level of activity course offerings by ensuring that instructors and class leaders are providing quality instruction.
- Explore and utilize the appropriate marketing tools which will help increase activity and program attendance.

PRIOR YEAR ACCOMPLISHMENTS

We continued to offer a variety of activities throughout the year. Our dance program is the mainstay with consistent numbers. New in spring/summer 2021 was the Art Classes with BanjoCat LLC and those took off with great opening numbers. For the Spring, we offered a six-week session with the option of only signing up for one at a time or the whole six weeks. For Summer, we offered week-long camps that took place Monday-Thursday for two and a half hours a day. We had 188 youth register for classes beginning in April and ending in July.

Also new this year was a Teen Backcountry Survival Skills class held by Colorado Canyons Association. The class was held at Devil's Canyon Trailhead in McInnis Canyons Nations Conservation Area on a Saturday & Sunday in April and we had nine Teens participate. Participants worked on basic emergency survival techniques and the class was held. We will be offering another Backcountry Survival Skills class 11/1/21-11/6/21.

Easter Egg scramble 2021 was back to normal. We had 419 youth/parents attend the 2021 Easter Egg Scramble. Truck N Treat and the Cookies N Claus events are scheduled later in the year.

On October 2nd, we will hold our third annual Fishing is Fun Day. We will partner with Colorado Parks and Wildlife (CPW) and kids who pre-register will receive a fishing pole. CPW will stock Snooks Bottom with 2,700 Rainbow Trout a few days before the event & provide education stations at the events that will include: knot tying, laws, fish identification and other educational activities.

The Fruita Youth Action council wrapped up its second successful year. The group made amendments to the bylaws and accomplished many great things throughout the year despite COVID-19 restrictions. FYAC was able to participate in City Council meetings (virtually), gave feedback for the City of Fruita Master Plan and the PHROST Master Plan, held a "Spread Love, Not Germs Bingo competition around Valentine's Day 2021, successfully held the 2nd annual Splash Bash (approximately 125 youth attended), recruited new members in spring 2021 & attended a full day retreat in August 2021. We had approximately 14 members stay consistent and participate regularly. In April 2021, we took applications for new members to fill the 9 spots we had open up throughout the year. We had 9 applications turned in and interviews were held by members of

Parks and Recreation Department

Activities

FYAC. This was a great experience for not only the applicants but for the members of FYAC as well. All 9 applicants were chosen to participate in FYAC starting during 2021-2022 school year.

Youth Activities	2015	2016	2017	2018	2019	2020	2021
Dance Combo	52	17	32	17	0	0	41
Creative Movement	15	5	22	44	42	10	9
Children's Ballet	NA	33	31	4	78	17	30
Twinkle Toes	NA	38	58	74	70	31	NA
Bike Rodeo	94	105	60	35	40	0	0
Fishing is Fun	NA	NA	NA	NA	60	107	TBD
Cookies-N-Claus	88	98	100	100	75	224	TBD
Truck-n-Treat	3,000	4,000	4,000	4,000	4,000	371	TBD
Egg Scramble	300	400	400	400	400	350	419
BanjoCat LLC Art Classes	NA	NA	NA	NA	NA	NA	188 YTD
CCA Survival Skills Class	NA	NA	NA	NA	NA	NA	9-YTD

GOALS

- Increase enrollment and awareness of existing Youth Activity programs and continue to offer new activities and special events that youth are interested in.

PERFORMANCE MEASURES

- Through Fruita Youth Action Council and other youth input, increase Youth Activity offerings, specifically looking at teen, non-traditional and outdoor recreation programming. Increase marketing for existing activities & events through FYAC, social media and in the schools.

BUDGET HIGHLIGHTS

- The Special Project, a grant funded Wellspring Project, was completed in 2021 and is not reallocated in the 2022 Budget resulting in a 54% reduction in expenses.

Parks and Recreation Department

Activities

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-451-21-4111	Salaries, Full Time	20,720	-	-	-	-	N/A
110-451-21-4120	Part Time	186	-	3,800	-	3,350	-12%
110-451-21-4125	Contract Labor	7,733	2,717	12,000	9,000	10,000	-17%
110-451-21-4130	Overtime	-	-	-	-	-	N/A
		28,639	2,717	15,800	9,000	13,350	-16%
PERSONNEL SERVICES, BENEFITS							
110-451-21-4210	Health Insurance	3,554	-	-	-	-	N/A
110-451-21-4220	FICA Payroll Expense	1,304	-	250	-	200	-20%
110-451-21-4221	Medicare Payroll Expense	305	-	100	-	50	-50%
110-451-21-4230	Retirement	932	-	-	-	-	N/A
110-451-21-4250	Unemployment Insurance	63	-	50	-	25	-50%
110-451-21-4260	Workers Compensation Ins	629	115	100	125	100	0%
		6,787	115	500	125	375	-25%
PURCHASED PROFESSIONAL SERVICES							
110-451-21-4310	Professional Development	170	-	-	-	100	N/A
110-451-21-4345	Background Investigations	-	-	300	300	300	0%
		170	-	300	300	400	33%
PURCHASED PROPERTY SERVICES							
110-451-21-4441	Facility Rental	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
OTHER PURCHASED SERVICES							
110-451-21-4553	Advertising	325	-	500	500	500	0%
		325	-	500	500	500	0%
SUPPLIES							
110-451-21-4612	Supplies and Equipment	1,424	970	4,175	2,000	4,175	0%
110-451-21-4680	Refunds	-	-	-	-	-	N/A
		1,424	970	4,175	2,000	4,175	0%
SPECIAL PROJECTS							
110-451-21-4810	Fruita Youth Action Council	1,765	-	2,000	2,000	2,000	0%
110-451-21-4848	Arts in Society Expenses	-	-	20,000	20,000	-	-100%
		1,765	-	22,000	22,000	2,000	-91%
TOTAL EXPENDITURES		39,110	3,802	43,275	33,925	20,800	-52%

Parks and Recreation Department

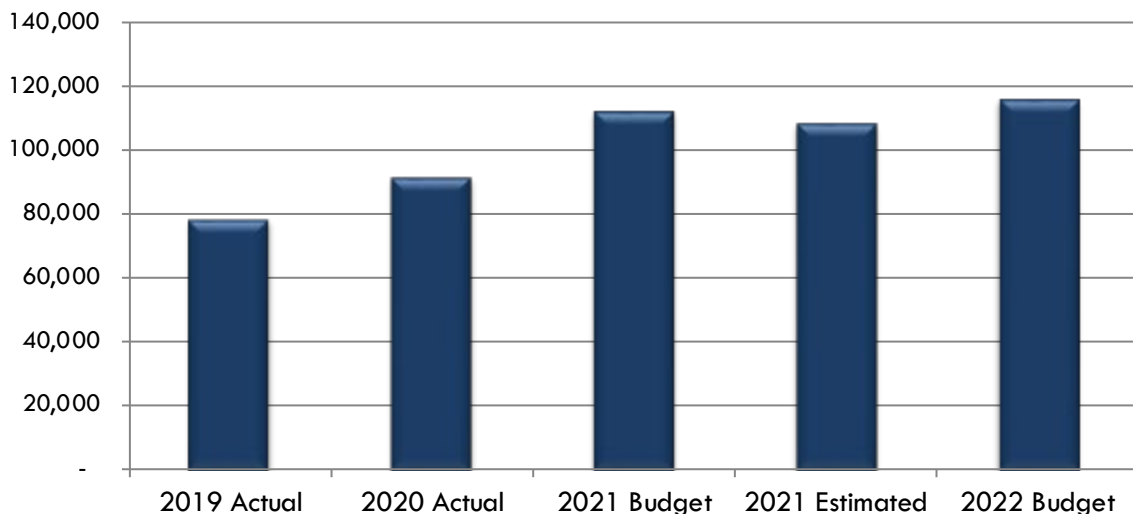
Athletics

<u>EXPENDITURES</u>	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 49,734	\$ 57,847	\$ 74,400	\$ 71,500	\$ 76,800	3%
Personnel Services, Benefits	8,962	20,100	18,500	18,550	19,325	4%
Purchased Professional Services	1,780	950	1,450	1,950	2,200	52%
Purchased Property Services	3,435	5,375	3,650	3,650	3,650	0%
Other Purchased Services	375	725	1,300	900	1,300	0%
Supplies	12,486	6,297	12,750	10,150	12,750	0%
Operating Expenses	\$ 76,772	\$ 91,294	\$ 112,050	\$ 106,700	\$ 116,025	4%
Capital	1,640	-	-	1,800	-	N/A
Special Projects	-	-	-	-	-	N/A
Total Expense	78,412	91,294	112,050	108,500	116,025	4%

MISSION

Athletic Programs provide the Fruita community with local, economical, organized sports opportunities for youth and adults to get and stay physically, socially, and mentally healthy. Providing quality programs to the families of Fruita and surrounding areas provides services that they may not otherwise receive. The purpose is to provide Athletic Programs that get the Fruita community involved in enjoyable, quality activities that promote overall health and well-being while bringing a community together to create lasting relationships.

Budget History



Parks and Recreation Department

Athletics

RESPONSIBILITIES

- 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.
- Evaluate and create new sports programs for adults and youth.
- Maintain youth and adult athletic offerings for the community.
- 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.

PRIOR YEAR ACCOMPLISHMENTS

Athletic Programs provide the Fruita community with local, economical, organized sports opportunities for youth and adults. 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 and have continued to add programs. Registration numbers remain consistent in some areas and broke records in others with previous years.

Athletic Program Registrations

	Season	2016	2017	2018	2019	2020	2021
Soccer Spring	Spring	219	233	195	230	n/a	240
Soccer Fall	Fall	227	228	224	229	n/a	205
Challenger Soccer Camp	Summer	26	54	40	30	n/a	32
Girls Basketball	Winter	74	76	65	TBD	n/a	n/a
Boys Basketball	Winter	151	161	170	152	153	n/a
Flag Football	Fall	84	64	49	90	n/a	77
Wrestling	Winter	20	29	24	31	20	n/a
Track and Field Camp	Summer	50	67	91	93	41	85
Tennis	Summer	19	21	22	26	37	67
Adobe Golf Camps	Summer	27	33	30	26	21	74
Karate	All	50	120	24	20+	n/a	18
Lacrosse Camp	Fall			23	24	n/a	TBD

Parks and Recreation Department

Athletics

Athletics was able to set a few records for the year of 2021. Spring Soccer saw its highest enrollments ever. Not only that, but track saw its second highest enrollment count since the program began in 2015. Adobe Golf Camp also saw a new high with 74 total enrollments. This was a huge jump from previous years, shattering the old record of 33.

GOALS

- Make the most of outdoor recreation opportunities. Athletics should take advantage of the outside resources around.

PERFORMANCE MEASURES

- Partner with agencies, businesses, and organizations to begin providing introductory-level outdoor recreation programs designed for families and individuals.

BUDGET HIGHLIGHTS

- There are no significant changes to the Athletics Budget.

Parks and Recreation Department

Athletics

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-451-25-4111	Salaries, Full Time	22,704	42,315	44,500	44,500	45,500	2%
110-451-25-4120	Part Time	20,066	13,023	22,900	18,000	23,300	2%
110-451-25-4125	Contract Labor	6,964	2,509	7,000	9,000	8,000	14%
110-451-25-4130	Overtime	-	-	-	-	-	N/A
		49,734	57,847	74,400	71,500	76,800	3%
PERSONNEL SERVICES, BENEFITS							
110-451-25-4210	Health Insurance	3,648	12,017	9,200	9,200	9,600	4%
110-451-25-4220	FICA Payroll Expense	2,676	3,440	4,200	4,200	4,300	2%
110-451-25-4221	Medicare Payroll Expense	626	805	1,000	1,000	1,025	2%
110-451-25-4230	Retirement	1,022	1,897	2,000	2,000	2,050	2%
110-451-25-4250	Unemployment Insurance	129	166	250	250	250	0%
110-451-25-4260	Workers Compensation Ins	861	1,775	1,850	1,900	2,100	14%
		8,962	20,100	18,500	18,550	19,325	4%
PURCHASED PROFESSIONAL SERVICES							
110-451-25-4310	Professional Development	326	-	450	450	1,200	167%
110-451-25-4345	Background Investigations	1,454	950	1,000	1,500	1,000	0%
		1,780	950	1,450	1,950	2,200	52%
PURCHASED PROPERTY SERVICES							
110-451-25-4441	Facility Rental	3,435	5,375	3,650	3,650	3,650	0%
		3,435	5,375	3,650	3,650	3,650	0%
OTHER PURCHASED SERVICES							
110-451-25-4530	Telephone	-	300	300	300	300	
110-451-25-4553	Advertising	375	425	1,000	600	1,000	0%
		375	725	1,300	900	1,300	0%
SUPPLIES							
110-451-25-4612	Supplies and Equipment	12,486	6,171	12,500	10,000	12,500	0%
110-451-25-4630	Meeting/Appreciation Supplies	-	126	250	150	250	0%
		12,486	6,297	12,750	10,150	12,750	0%
CAPITAL							
110-451-25-4743	Furniture and Equipment	1,640	-	-	1,800	-	N/A
		1,640	-	-	1,800	-	N/A
TOTAL EXPENDITURES		78,412	91,294	112,050	108,500	116,025	4%

Parks and Recreation Department

Special Events

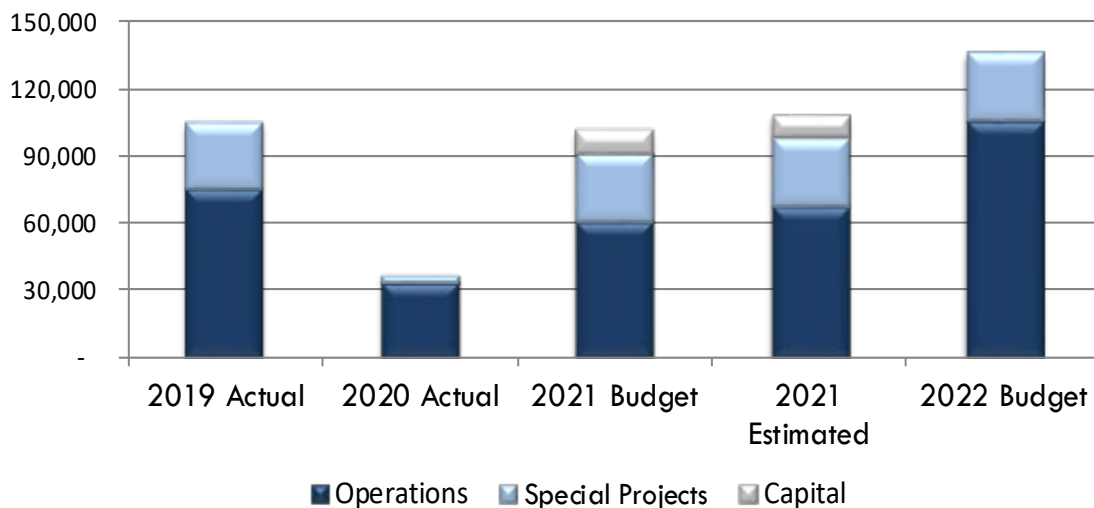
EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 3,785	\$ 354	\$ 4,800	\$ 12,300	\$ 26,750	457%
Personnel Services, Benefits	396	157	600	3,550	15,275	2446%
Purchased Professional Services	28,800	12,326	24,000	20,000	24,400	2%
Other Purchased Services	2,484	500	1,500	1,500	2,500	67%
Supplies	39,557	20,515	29,750	29,750	35,750	20%
Operating Expenses	\$ 75,022	\$ 33,852	\$ 60,650	\$ 67,100	\$ 104,675	73%
Capital	-	-	10,500	10,000	-	-100%
Special Projects	29,648	3,650	30,500	30,500	30,500	0%
Total Expense	\$ 104,670	\$ 37,502	\$ 101,650	\$ 107,600	\$ 135,175	33%

MISSION

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 include Sweetheart 5K/10K Run, 9 Health Fair with Family Health West, Art Stroll at the Evening of Art, Easter Egg Scramble, Youth Scholarship Golf Tournament, 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, and Arts and Crafts Fair.

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

RESPONSIBILITIES

- Provide high quality free and low-cost activities and events throughout the year that bring the community together.
- Work with 3rd party special event promoters to bring special events to Fruita. Ensure that these promoters are following all state and local guidelines to ensure safety.

PRIOR YEAR ACCOMPLISHMENTS

- The Sweetheart Run in February was held virtually this year due to Covid 19. Despite the different format, we still had 100 people sign up and participate.
- The Arts and Culture Boards had to cancel the Art Stroll for 2021 but instead hosted an online fundraiser using the platform IndieGoGo to help raise funds for the Roundabout Project. The proceeds from the IndieGoGo account as well as a direct ask fundraising, the Board was able to raise the remaining money need to purchase the artwork for the roundabout project.
- The Youth Scholarship Golf Tournament will take place in October. The Fruita Rotary Club agreed once again to be the title sponsor. The funds raised allow for 70 summer passes to use at the Fruita Community Center as well as 200+ program scholarships.
- Arbor Day was held in April this year. The celebrations started with a 5th grade Arbor Day poster competition. Each 5th grade class from the three local elementary schools submitted their posters to the Fruita Community Center to be judged by staff. The winning poster this year was from a student who attends Shelledy Elementary. A tree was planted at Shelledy Elementary to recognize the winner of the poster contest. The planting was led by Colorado State Forester Cami Long, and the Mayor, Joel Kincaid, read the proclamation.
- The Thursday Night Concert Series was held every Thursday evening for 10 weeks during the summer months. A variety of entertainers performed, and the concert series continues to attract good crowds in downtown on Thursday evenings. All entertainment was booked through local promoter James Williams.
- The Annual Mike the Headless Chicken Festival was back although postponed until the end of August. It was great to host a festival again this year. The normal schedule of events was held this year!
 - Event entertainment included The Williams Brothers Band and The Samples on Friday Night followed up by Float Like a Buffalo and The Freddy Jones Band on Saturday. All entertainment was booked through local promoter James Williams.
 - The 'Mike Store' sold more than \$17,000 worth of t-shirts, souvenir mugs, water bottles, stickers, and other memorabilia throughout the weekend.
 - The Mike 5k run had 252 participants.

Parks and Recreation Department

Special Events

- The Disc Golf Tournament had 39 participants
 - The Wheels West Car Show had over 139 cars entered.
 - Over 179 chickens were on display in the Civic Center as part of the High Plains Poultry Club Poultry Show.
- ◆ 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. Fireworks West was contracted to set the fireworks off. This event worked closely with the Police Department to ensure safe exiting after the show.
 - ◆ In December, the City will host 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.

GOALS

- Evaluate special events and associated expenses for improved efficiencies and potential cost recovery.

PERFORMANCE MEASURES

- Track expenditures for both salaries and equipment using GL task codes for all special events to find overall city expense per event. Survey other city agencies to see what they charge for events and look to make fee changes during budget season for 2022.
- Obtain sponsorships and donations for special events.

BUDGET HIGHLIGHTS

- A special events coordinator position was added mid-year in 2021 to develop, organize and plan for both internal and external special events. Fifty percent (50%) of the funding for this position is included in the General Fund and the remaining 50% is included in the Community Center Fund for events related to the Community Center operations.
- Website development is budgeted at \$4,000 to complete the redesign of the Mike the Headless Chicken Website, a project that was not completed in 2021.

Parks and Recreation Department

Special Events

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-451-29-4111	Salaries	-	-	-	8,000	22,250	N/A
110-451-29-4120	Part Time	3,777	354	4,300	4,300	4,100	-5%
110-451-29-4125	Contract Labor	-	-	-	-	-	N/A
110-451-29-4130	Overtime	8	-	500	-	400	-20%
		3,785	354	4,800	12,300	26,750	457%
PERSONNEL SERVICES, BENEFITS							
110-451-29-4210	Health Insurance	-	-	-	2,000	11,250	N/A
110-451-29-4220	FICA Payroll Expense	239	22	300	775	1,675	458%
110-451-29-4221	Medicare Payroll Expense	56	5	100	200	400	300%
110-451-29-4230	Retirement Contribution	-	-	-	375	1,025	N/A
110-451-29-4250	Unemployment Insurance	12	1	50	50	100	100%
110-451-29-4260	Workers Compensation Ins	89	129	150	150	825	450%
		396	157	600	3,550	15,275	2446%
PURCHASED PROFESSIONAL SERVICES							
110-451-29-4310	Professional Development	-	-	-	-	400	N/A
110-451-29-4338	Website Development	-	-	4,000	-	4,000	0%
110-451-29-4350	Entertainment	28,800	12,326	20,000	20,000	20,000	0%
		28,800	12,326	24,000	20,000	24,400	2%
OTHER PURCHASED SERVICES							
110-451-29-4553	Advertising	2,484	500	1,500	1,500	2,500	67%
		2,484	500	1,500	1,500	2,500	67%
SUPPLIES							
110-451-29-4610	Office Supplies	-	-	-	-	-	N/A
110-451-29-4611	Postage	189	159	250	250	250	0%
110-451-29-4612	Supplies and Equipment	28,973	10,122	22,500	22,500	22,500	0%
110-451-29-4630	Meeting/Appreciation Supplie	-	-	1,000	1,000	1,000	0%
110-451-29-4690	Supplies for Resale	10,395	10,234	6,000	6,000	12,000	100%
		39,557	20,515	29,750	29,750	35,750	20%
CAPITAL							
110-451-29-4742	Mobile Equipment	-	-	10,500	10,000	-	-100%
		-	-	10,500	10,000	-	-100%
SPECIAL PROJECTS							
110-451-29-4810	Arts and Culture Board	3,856	3,500	500	500	500	0%
110-451-29-4821	Fireworks Display	25,792	150	30,000	30,000	30,000	0%
		29,648	3,650	30,500	30,500	30,500	0%
TOTAL EXPENDITURES		104,670	37,502	101,650	107,600	135,175	33%

Parks and Recreation Department

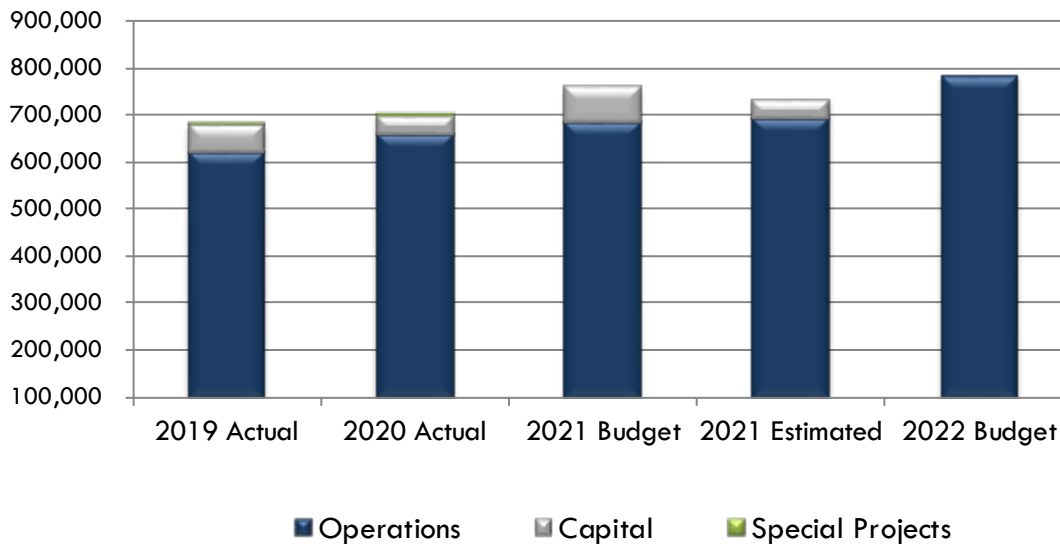
Parks

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 323,094	\$ 318,724	\$ 350,300	\$ 341,800	\$ 377,800	8%
Personnel Services, Benefits	102,735	117,661	104,650	104,925	135,750	30%
Purchased Professional Services	3,994	1,806	7,000	4,000	5,000	-29%
Purchased Property Services	103,926	140,292	130,200	124,200	151,350	16%
Other Purchased Services	2,563	2,582	2,040	2,050	2,050	0%
Supplies	83,306	76,320	89,100	114,000	109,600	23%
Operating Expenses	\$ 619,618	\$ 657,386	\$ 683,290	\$ 690,975	\$ 781,550	14%
Capital	59,666	41,673	77,200	42,000	-	-100%
Special Projects	128	5,000	-	-	-	N/A
Total Expense	\$ 679,412	\$ 704,059	\$ 760,490	\$ 732,975	\$ 781,550	3%

MISSION

The Parks Division provides and generally maintains parks, city facility grounds and downtown planters in the best possible condition while ensuring a clean and safe environment for community members to enjoy these areas.

Budget History



Parks and Recreation Department

Parks

RESPONSIBILITIES

To provide for all citizens a variety of enjoyable leisure facilities which are accessible, safe, physically attractive and well maintained. Standard maintenance responsibilities consist of the following:

- Disease and insect control on an annual routine basis to maintain health of vegetation
- Facility maintenance of restrooms, pump houses, lighting systems, shade structures, shelters, etc.
- Conduct and document findings of safety inspections on a routine basis of playground and other facilities
- Remove snow that has accumulated more than 2 inches along public sidewalks, focusing on transportation corridors for public facilities and schools.
- Grounds management such as turf care and mowing, transplanting, fertilizing, irrigating, and planting
- Planting, pruning, removing and general care of the City's urban forest – trees located in City parks, trail corridors, opens space areas and City rights-of way.
- 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
- Support internal and external community, special events. Provide electrical power and other logistical support to the multitude of events in parks and the downtown area.
- Support internal and external athletic programs by preparing fields for play and ensuring safe conditions.
- Maintain and beautify planters throughout the City, including in the downtown area. Decorate the City on a seasonal basis, namely around the holiday season.
- Care and repair community artwork throughout the City, including sculptures, benches, banners, etc.
- Support flag lowering and raising as ordered by the Governor's Office
- Cleaning and sanitizing of playground equipment and restroom facilities in parks.

Parks and Recreation Department

Parks

PRIOR YEAR ACCOMPLISHMENTS

- Maintained and cleaned restroom facilities and playground equipment.
- 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.
- Supported internal and external recreational activities at various parks.
- Supported the needs of special events.

GOALS

- Institutionalize work order system within parks operations for better tracking or work performed. Utilize GIS abilities within work order system to document park assets.
- Standardize and document park management and maintenance activities to provide clear directives for park staff.
- Have a well trained staff in most all facets of Park Services.

PERFORMANCE MEASURES

- Utilize the Work Order system tracking and documenting 100% of work performed in 2021. Inventory and complete GIS data collection on all parks including park amenities and components, prioritizing the community and neighborhood parks followed by specialty parks and pocket parks.
- Finalize a Parks Maintenance and Management Plan including instituting a park classification system and level of service by classification.
- Have staff certified in Playground Safety, Arbor Care and Turf Management. All full time staff should be Master Gardener certified.

BUDGET HIGHLIGHTS

- Conversion of one part-time employee to a full time position.
- Increase equipment rental to provide for rental of equipment.
- Increase in supplies and tools, utilities and fuel costs.

Parks and Recreation Department

Parks

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
110-451-80-4113	Salaries, Public Works	207,649	231,647	192,800	192,800	240,150	25%
110-451-80-4120	Part Time	99,217	79,799	138,000	138,000	118,150	-14%
110-451-80-4130	Overtime	16,228	7,278	19,500	11,000	19,500	0%
		323,094	318,724	350,300	341,800	377,800	8%
<u>PERSONNEL SERVICES, BENEFITS</u>							
110-451-80-4210	Health Insurance	60,037	72,857	57,800	57,800	82,700	43%
110-451-80-4220	FICA Payroll Expense	19,884	19,498	21,750	21,750	23,500	8%
110-451-80-4221	Medicare Payroll Expense	4,650	4,560	5,100	5,100	5,500	8%
110-451-80-4230	Retirement Contribution	9,327	10,363	9,450	9,450	11,600	23%
110-451-80-4250	Unemployment Insurance	963	940	1,050	1,050	1,150	10%
110-451-80-4260	Workers Compensation Ins	7,874	9,443	9,500	9,775	11,300	19%
		102,735	117,661	104,650	104,925	135,750	30%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
110-451-80-4310	Professional Development	3,994	1,806	7,000	4,000	5,000	-29%
		3,994	1,806	7,000	4,000	5,000	-29%
<u>PURCHASED PROPERTY SERVICES</u>							
110-451-80-4422	Trails Maintenance	5,000	708	-	-	-	N/A
110-451-80-4424	Parks Repair & Maintenance	46,451	56,590	48,000	48,000	50,000	4%
110-451-80-4425	Tamarisk Removal	5,320	3,000	-	-	-	N/A
110-451-80-4428	Weed Control	-	9,303	-	-	-	N/A
110-451-80-4430	Service Contracts	11,755	7,701	17,000	11,000	20,000	18%
110-451-80-4435	Fleet Maintenance Charges	35,400	60,800	61,700	61,700	74,350	21%
110-451-80-4442	Equipment Rental	-	2,191	3,500	3,500	7,000	100%
		103,926	140,292	130,200	124,200	151,350	16%
<u>OTHER PURCHASED SERVICES</u>							
110-451-80-4530	Telephone	2,563	2,582	2,040	2,050	2,050	0%
		2,563	2,582	2,040	2,050	2,050	0%
<u>SUPPLIES</u>							
110-451-80-4612	Supplies and Tools	26,226	28,466	24,400	42,000	42,000	72%
110-451-80-4620	Utilities	27,929	28,669	28,500	32,000	32,000	12%
110-451-80-4626	Fuel	18,833	15,780	17,500	25,000	25,000	43%
110-451-80-4629	Water Share Assessments	790	171	1,600	500	1,600	0%
110451-80-4630	Meeting/Appreciation Supplie	-	178	800	400	800	0%
110-451-80-4650	Landscaping Supplies	5,039	160	14,000	11,500	5,000	-64%
110-451-80-4661	Uniforms	3,818	2,341	2,100	2,500	3,000	43%
110-451-80-4662	Safety Equipment	671	555	200	100	200	0%
		83,306	76,320	89,100	114,000	109,600	23%
<u>CAPITAL</u>							
110-451-80-4742	Mobile Equipment	56,673	35,091	68,000	37,000	-	-100%
110-451-80-4743	Furniture and Equipment	2,993	6,582	9,200	5,000	-	-100%
		59,666	41,673	77,200	42,000	-	-100%

Parks and Recreation Department

Parks

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
SPECIAL PROJECTS							
110-451-80-4810	Tree Projects	128	-	-	-	-	N/A
110-451-80-4842	Miscellaneous Contributions	-	5,000	-	-	-	N/A
		128	5,000	-	-	-	N/A
TOTAL PARKS		679,412	704,059	760,490	732,975	781,550	3%

Parks and Recreation Department

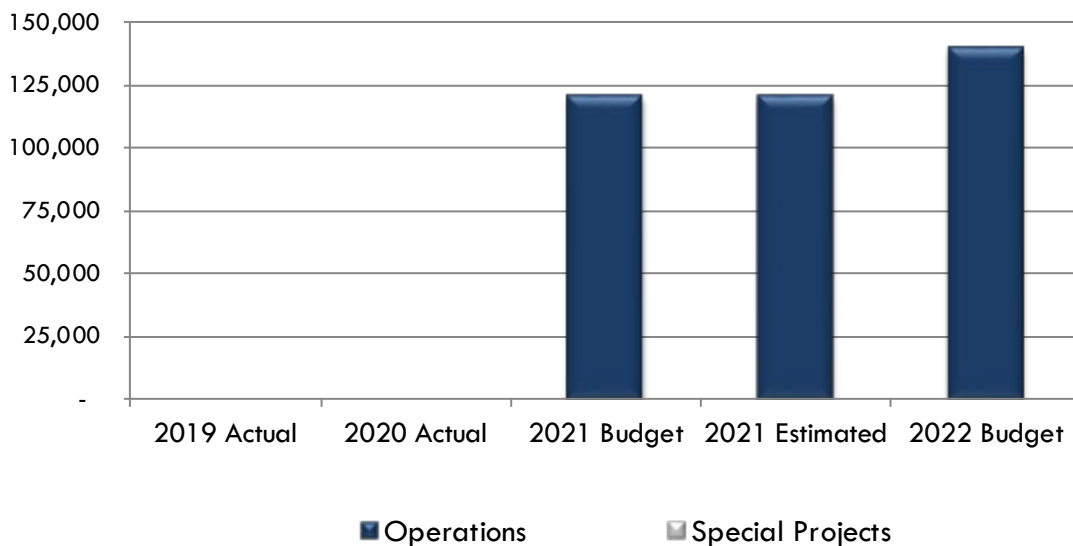
Open Space and Trails

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg
Personnel Services, Salaries	\$ -	\$ -	\$ 42,300	\$ 42,300	\$ 42,700	1%
Personnel Services, Benefits	-	-	28,150	28,150	29,175	4%
Purchased Professional Services	-	-	500	500	500	0%
Purchased Property Services	-	-	41,250	33,750	38,000	-8%
Other Purchased Services	-	-	300	300	300	0%
Supplies	-	-	7,700	15,200	28,700	273%
Operating Expenses	\$ -	\$ -	\$ 120,200	\$ 120,200	\$ 139,375	16%
Capital	-	-	-	-	-	N/A
Special Projects	-	-	-	-	-	N/A
Total Expense	\$ -	\$ -	\$ 120,200	\$ 120,200	\$ 139,375	16%

MISSION

The Open Space and Trails Program Area provides and generally maintains trails and open space areas in the best possible condition while ensuring a clean and safe environment for community members to enjoy these areas. Trails are created and maintained to provide safe transportation options for the community as well as promote safe and livable community which contribute to the overall quality of life in Fruita. Open Space Areas are created and maintained to preserve and conserve the areas natural and historic character while allowing community members to enjoy and experience the natural setting.

Budget History



Parks and Recreation Department

Open Space and Trails

RESPONSIBILITIES

To provide for all citizens a variety of enjoyable trails and open space area's that are accessible, safe, physically attractive and well-maintained. Standard maintenance responsibilities consist of the following:

- Disease and insect control on an annual routine basis to maintain health of vegetation
- Maintenance of concrete trails, single track trails and soft surface trails which includes sweeping and weed control along the trail edges of unwanted vegetation
- Remove snow that has accumulated more than 2 inches along trails and focusing on transportation corridors for public facilities and schools.
- Open space management such as invasive weed mitigation and mowing troubled areas along the trails and in open space areas.
- Planting, pruning, removing and general care of the City's urban forest – trees located in trail corridors and opens space areas.
- Trash removal on a daily basis along trails, open space areas owned by the City of Fruita.
- Irrigation maintenance and repair on all sprinkler system along certain trail areas (HWY 6)
- Care and repair community artwork throughout the Trail system, including sculptures, benches, banners, and murals.

PRIOR YEAR ACCOMPLISHMENTS

- Continued maintenance of all trail sections within the City of Fruita.
- Performed maintenance on 192 acres of open space lands (Snooks Bottom, Fruita Riverfront Park, Little Salt and Big Salt Wash Greenways) and 15 miles of trail.
- Worked with the Lower Valley Fire Department to do fire mitigation on Lower Little Salt Wash. Coordinated the Western Colorado Conservation Corps to eradicate tamarisk and Russian olives along Big Salt Wash.

2022 GOALS

- Institutionalize work order system within trails and open space operations for better tracking or work performed. Utilize GIS capabilities with work order system.
- Define, standardize and document Open Space and Trail management and maintenance activities to provide clear directives for park staff.
- Track trail and open space expenses through 2021 and 2022 to further define and develop a Trails and Open Space program in the 2023 budget.

Parks and Recreation Department

Open Space and Trails

PERFORMANCE MEASURES

- Utilize the Work Order system tracking and documenting 100% of work performed in 2021. Inventory and complete GIS data collection on all parks including park amenities and components, prioritizing Snooks Bottom, Fruita Riverfront as well as the Monument View, Kokopelli, Big Salt Wash and Lower Little Salt Wash trail sections.
- Participate in a planning efforts to improve the Big and Little Salt Washes to mitigate flood and as well as stabilize banks and remove unwanted vegetation / organic debris.
- Finalize a Trails and Open Space Maintenance and Management Plan that provides staff with guidelines, standards and maintenance schedules throughout the system and by facility.
- Determine appropriate certification for staff to be trained in open space management practices.
- Ensure all expenses are appropriately attributed to the Open Space and Trails Budget.

BUDGET HIGHLIGHTS

- Landscaping supplies of \$15,000 is allocated to convert turf areas along the SH 6 & 50 trail to xeriscape landscaping.

Parks and Recreation Department

Open Space and Trails

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-451-85-4113	Salaries, Public Works	-	-	39,500	39,500	39,900	1%
110-451-85-4120	Part Time	-	-	-	-	-	N/A
110-451-85-4130	Overtime	-	-	2,800	2,800	2,800	0%
		-	-	42,300	42,300	42,700	1%
PERSONNEL SERVICES, BENEFITS							
110-451-85-4210	Health Insurance	-	-	21,600	21,600	22,500	4%
110-451-85-4220	FICA Payroll Expense	-	-	2,650	2,650	2,650	0%
110-451-85-4221	Medicare Payroll Expense	-	-	650	650	650	0%
110-451-85-4230	Retirement Contribution	-	-	1,900	1,900	1,925	1%
110-451-85-4250	Unemployment Insurance	-	-	150	150	150	0%
110-451-85-4260	Workers Compensation Ins	-	-	1,200	1,200	1,300	8%
		-	-	28,150	28,150	29,175	4%
PURCHASED PROFESSIONAL SERVICES							
110-451-85-4310	Professional Development	-	-	500	500	500	0%
110-451-85-4316	Trails and Open Space Mgmt	-	-	-	-	-	N/A
		-	-	500	500	500	0%
PURCHASED PROPERTY SERVICES							
110-451-85-4422	Trails Maintenance	-	-	5,000	5,000	5,000	0%
110-451-85-4425	Tamarisk Removal	-	-	5,000	5,000	7,500	50%
110-451-85-4428	Weed Control	-	-	20,000	7,500	12,000	-40%
110-451-85-4430	Service Contracts	-	-	5,000	10,000	2,500	-50%
110-451-85-4435	Fleet Maintenance Charges	-	-	3,250	3,250	6,000	85%
110-451-85-4442	Equipment Rental	-	-	3,000	3,000	5,000	67%
		-	-	41,250	33,750	38,000	-8%
OTHER PURCHASED SERVICES							
110-451-85-4530	Telephone	-	-	300	300	300	0%
		-	-	300	300	300	0%
SUPPLIES							
110-451-85-4612	Supplies and Tools	-	-	4,000	10,000	10,000	150%
110-451-85-4626	Fuel	-	-	2,500	2,500	2,500	0%
110451-85-4630	Meeting/Appreciation Supplies	-	-	200	200	200	0%
110-451-85-4650	Landscaping Supplies	-	-	-	-	15,000	N/A
110-451-85-4661	Uniforms	-	-	500	2,500	500	0%
110-451-85-4662	Safety Equipment	-	-	500	-	500	0%
		-	-	7,700	15,200	28,700	273%
CAPITAL							
110-451-85-4742	Mobile Equipment	-	-	-	-	-	N/A
110-451-85-4743	Furniture and Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
SPECIAL PROJECTS							
110-451-85-4842	Miscellaneous Contributions	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL OPEN SPACE AND TRAILS		-	-	120,200	120,200	139,375	16%

Non-Departmental

Non-Departmental

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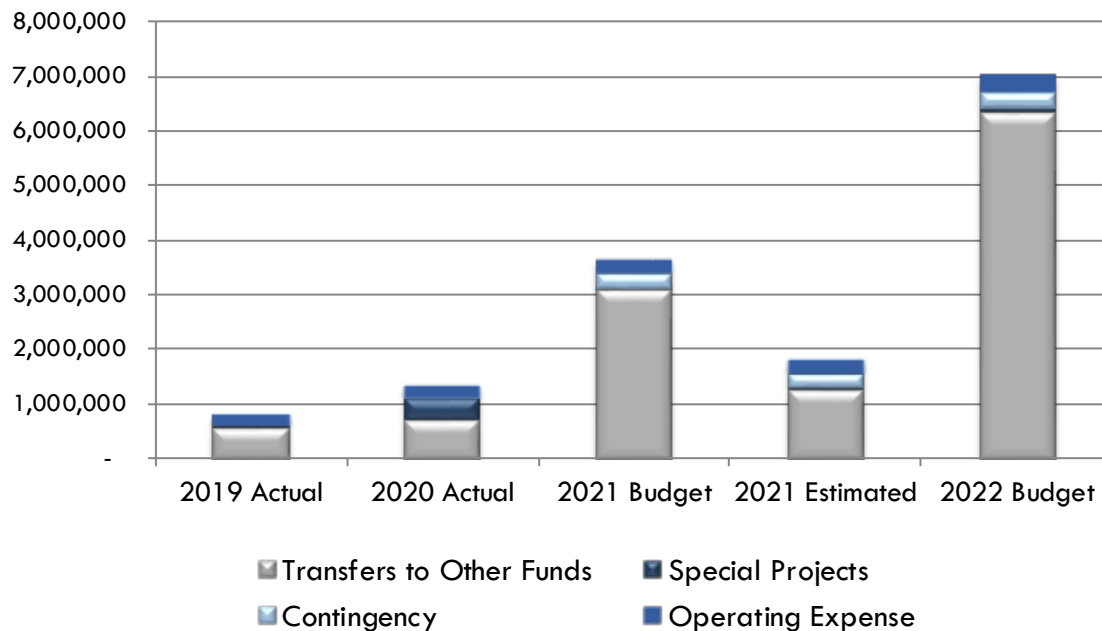
Non-Departmental

Expenses by Category	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ -	\$ 53,150	0%
Personnel Services, Benefits	(8)	411	-	-	-	0%
Purchased Professional Services	60,525	72,283	88,500	85,200	85,500	-3%
Purchased Property Services	6,411	6,196	8,200	7,500	8,000	-2%
Other Purchased Services	135,143	143,925	168,000	166,575	183,800	9%
Operating Expense	\$202,071	\$ 222,815	\$ 264,700	\$ 259,275	\$ 330,450	25%
Special Projects	52,500	423,472	21,500	31,000	46,600	117%
Contingency	-	-	265,000	235,000	300,000	13%
Transfers to Other Funds	572,463	705,286	3,083,625	1,279,150	6,324,400	105%
Total Expense	\$ 827,034	\$1,351,573	\$3,634,825	\$ 1,804,425	\$ 7,001,450	93%

MISSION

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

BUDGET HIGHLIGHTS

Personnel Adjustments - \$53,150

Personnel Adjustments are funds allocated for matching retirement fund contributions of up to one and a half percent (1 ½%) of a full employee time employee's salary. Once the program has been established, these funds will be allocated to the various departments and programs to cover the increased retirement fund contributions based on voluntary employee elections.

Transportation Services - \$46,100

- 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 \$43,600 in 2022 and reflects an increase back to pre-COVID levels.
- In addition, the City contributes \$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.

Mesa Land Trust - \$8,900. The City contributes to the operational costs for Mesa Land Trust in administering the conservation easements in the buffer areas and obtain preliminary appraisals.

Mesa County Stormwater - \$40,000. The City entered into a contract with Mesa County in 2020 to perform Colorado Discharge Permit System (CDPS), Municipal Separate Stormwater System (MS4) Phase II permit services on behalf of the City of Fruita. Estimated cost for these services is \$40,000 in 2022.

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.

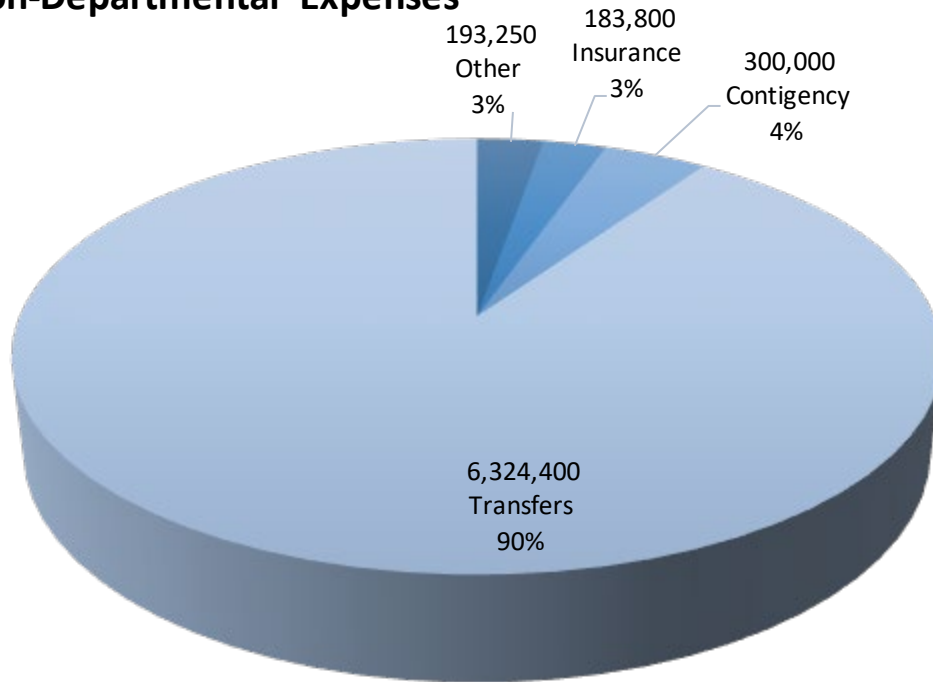
Contingency - \$300,000. Contingency funds are approximately 3% of the General Fund expenses (excluding transfers to other funds) and may be used to offset unanticipated and emergency expenses throughout the year subject to approval of the City Council.

Transfers - \$6,324,400. Transfers include \$6.2 million to the Capital Projects Fund for specific capital projects and contingency funds (\$1.8 million) for capital projects in the event of minor project cost adjustments and funding in the event grants are not awarded for specific projects. Transfers also include 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 a transfer of the \$12,000 in billboard lease revenues to the Marketing and Promotion fund for marketing.

Non-Departmental

Insurance, 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



Non-Departmental

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
110-490-01-4119	Personnel Adjustments	-	-	-	-	53,150	N/A
		-	-	-	-	53,150	N/A
PERSONNEL SERVICES, BENEFITS							
110-490-01-4210	Health Insurance Assessment	(8)	(1)	-	-	-	N/A
110-490-01-4211	Supplemental Health Ins.	-	412	-	-	-	N/A
		(8)	411	-	-	-	N/A
PURCHASED PROFESSIONAL SERVICES							
110-490-01-4310	Tuition Reimbursement	4,800	3,600	3,600	3,600	3,600	0%
110-490-01-4312	Alliance for Innovation	-	3,000	3,000	2,700	-	-100%
110-490-01-4318	County Collection Fees	24,425	29,533	33,000	31,000	33,000	0%
110-490-01-4333	Mesa Land Trust	7,300	6,900	8,900	8,900	8,900	0%
110-490-01-4334	Mesa County Stormwater	24,000	29,250	40,000	39,000	40,000	0%
		60,525	72,283	88,500	85,200	85,500	-3%
PURCHASED PROPERTY SERVICES							
110-490-01-4430	Service Contracts	6,411	6,196	8,200	7,500	8,000	-2%
110-490-01-4452	Drainage Fees	-	-	-	-	-	N/A
		6,411	6,196	8,200	7,500	8,000	-2%
OTHER PURCHASED SERVICES							
110-490-01-4520	Property Insurance	21,398	28,519	31,500	31,700	35,000	11%
110-490-01-4521	Vehicle Insurance	24,558	25,202	30,000	29,800	32,800	9%
110-490-01-4522	Liability Insurance	75,000	73,952	81,500	82,500	91,000	12%
110-490-01-4523	Insurance Deductible	14,187	16,252	25,000	22,575	25,000	0%
		135,143	143,925	168,000	166,575	183,800	9%
SPECIAL PROJECTS							
110-490-01-4830	Transportation	47,500	21,738	21,000	21,000	46,100	120%
110-490-01-4840	Property Tax Rebates	-	-	500	500	500	0%
110-490-01-4870	Covid Project Expenses	-	401,734	-	9,500	-	
110-490-01-4842	Misc. Contributions - FTZ	5,000	-	-	-	-	N/A
		52,500	423,472	21,500	31,000	46,600	117%
CONTINGENCY							
110-490-01-4850	Contingency	-	-	265,000	235,000	300,000	13%
		-	-	265,000	235,000	300,000	13%
TRANSFERS TO OTHER FUNDS							
110-490-01-4917	Transfer to Marketing Fund	12,000	12,000	12,000	12,000	12,000	0%
110-490-01-4919	Transfer to Comm Center	98,726	95,000	95,000	95,000	95,000	0%
110-490-01-4930	Transfer to Capital Project	461,737	598,286	2,976,625	1,172,150	6,217,400	109%
		572,463	705,286	3,083,625	1,279,150	6,324,400	105%
TOTAL EXPENDITURES		827,034	1,351,573	3,634,825	1,804,425	7,001,450	93%

Conservation Trust Fund

Conservation Trust Fund

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Conservation Trust Fund

SUMMARY

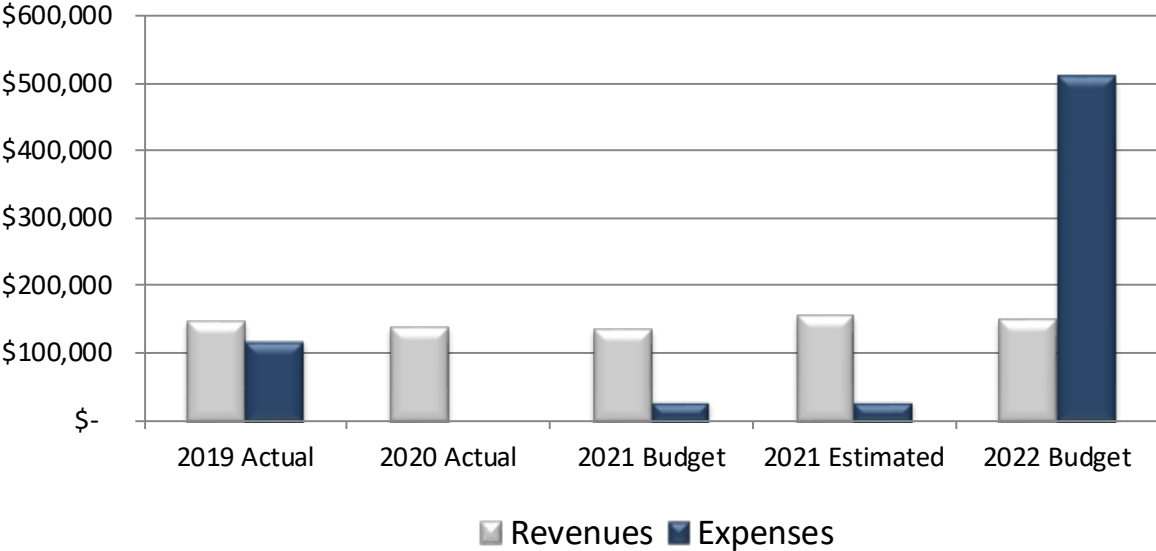
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Beginning Funds Available	\$ 218,412	\$ 247,823	\$ 386,332	\$ 386,332	\$ 513,432	33%
Revenues						
Intergovernmental Revenues	\$ 147,933	\$ 138,363	\$ 135,000	\$ 157,000	\$ 150,000	11%
Miscellaneous	199	146	100	100	100	0%
Total Revenues	\$ 148,132	\$ 138,509	\$ 135,100	\$ 157,100	\$ 150,100	11%
Expenses						
Playground Equipment	\$ -	\$ -	\$ -	\$ -	\$ 100,000	N/A
Transfer to Capital Projects	118,721	-	30,000	30,000	407,800	1259%
Total Expense	\$ 118,721	\$ -	\$ 30,000	\$ 30,000	\$ 507,800	1593%
Excess (Deficiency) of Revenues over Expenditures	\$ 29,411	\$ 138,509	\$ 105,100	\$ 127,100	\$(357,700)	-440%
Ending Funds Available	\$ 247,823	\$ 386,332	\$ 491,432	\$ 513,432	\$ 155,732	-68%
Components of Funds Available						
Restricted for POST	\$ 247,823	\$ 386,332	\$ 491,432	\$ 513,432	\$ 155,732	-68%
Assigned for land acquisition	-	-	-	-	-	N/A
	\$ 247,823	\$ 386,332	\$ 491,432	\$ 513,432	\$ 155,732	-68%

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 \$150,000 in 2022 and reflect an 11% increase from the 2021 Budget.

Expenses

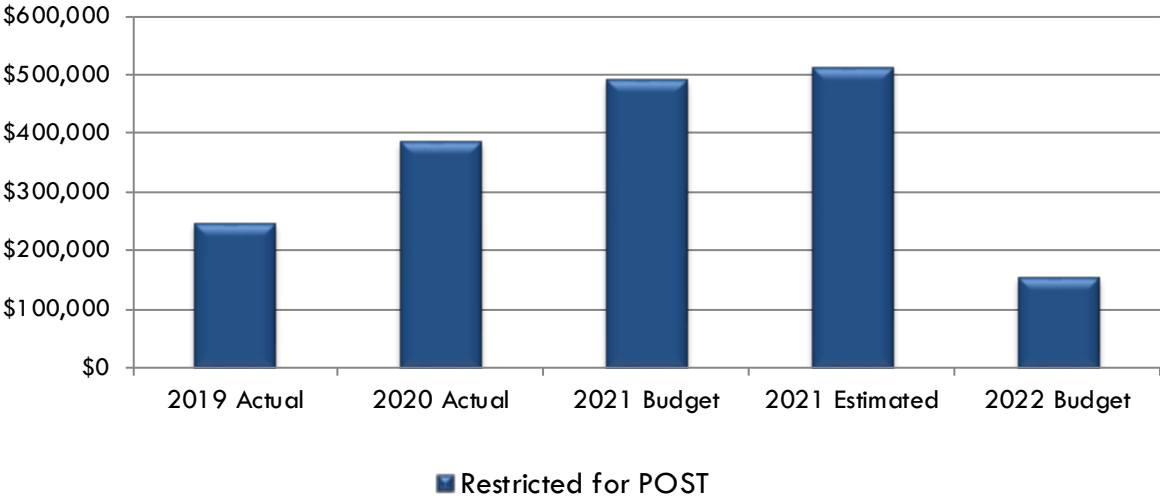
Conservation Trust Funds must be spent for parks, recreation and open space purposes in accordance with Colorado Revised Statutes (29-21-101). The City is required to file annual reports on these expenditures to ensure compliance with state statutes. Expenses vary from year to year based on capital projects planned for the year. The 2022 budget includes the use of \$527,800 in Conservation Trust Funds for the following park and open space improvements:

- Transfer to Capital Projects - \$407,800
 - Reed Park Improvements \$377,800 (total project cost of \$1,315,000)
 - Fruita Bike Park Improvements \$30,000
- Playground equipment for Prospector Park - \$100,000

FUNDS AVAILABLE

The Conservation Trust Fund is estimated to have available funds of \$513,432 at the end of 2021. The 2022 Budget includes the use of \$357,700 of these available funds leaving a balance of \$155,732 at December 31, 2022 for future park improvement projects.

Conservation Trust Fund



PERSONNEL

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

RESPONSIBILITIES

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

PRIOR YEAR ACCOMPLISHMENTS

- The City improved three trail connections in 2021 including two improved connections along the Big Salt Wash Trail adjacent to the Evening Breeze Subdivision and a trail connection between Orchard Ridge and Comstock West.

BUDGET HIGHLIGHTS

- Conservation Trust Funds are transferred to the Capital Projects Fund for parks, open space and trail projects. Funds are transferred to the Capital Projects Fund for partial funding of the Reed Park improvements (\$377,800) and Fruita Bike Park improvements (\$30,000). Additional information and total project costs on this project may be found in the Capital Projects Fund.
- Playground equipment replacement for Prospector Park is included in the Conservation Trust Fund (\$100,000).

Conservation Trust Fund

Playground Equipment #121-820-78

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Revenues						
3358 Lottery Funds	\$ -	\$ -	\$ -	\$ -	\$ 100,000	N/A
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 100,000	N/A
Expenses						
4743 Playground Equipment	\$ -	\$ -	\$ -	\$ -	\$ 100,000	N/A
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 100,000	N/A

Project Description

This project includes replacement of the playground equipment at Prospector Park.

Purpose and Need

The playground equipment is 20 years old and several items have been removed due to wear and safety concerns.

History and Current Status

The swing set was removed in 2021 due to a broken weld that was unrepairable and replacement parts are not available.

Schedule

TBD

Operating Budget Impact

Minimal impacts are anticipated on the operating budget. The playground equipment and swing set will need to be inspected on a routine basis and repairs made as needed.

Conservation Trust Fund

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

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Revenues						
3358 Lottery Funds	\$ 118,721	\$ -	\$ 30,000	\$ 30,000	\$ 407,800	1259%
Total Revenues	\$ 118,721	\$ -	\$ 30,000	\$ 30,000	\$ 407,800	1259%
Expenses						
4930 Transfer to Capital Projects	\$ 118,721	\$ -	\$ 30,000	\$ 30,000	\$ 407,800	1259%
Total Expenses	\$ 118,721	\$ -	\$ 30,000	\$ 30,000	\$ 407,800	1259%

Project Descriptions

This project transfers \$427,800 of Conservation Trust Funds to the Capital Projects Fund for the following projects:

Reed Park improvements - \$377,800. This represents partial funding for a \$1.3 million project for improvements to Reed Park. This project is contingent upon grant funding and may need to be adjusted depending on status of grant awards.

Bike Park improvements – \$30,000. This represents partial funding of a \$50,000 improvement projects for the Fruita Bike Park scheduled for 2022. This project includes reworking and addition of durable hard-surface metal wood jump faces to the dirt jumps as well as significant reworking and improvement to the MTB skills area.

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

Conservation Trust Fund

Revenues

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
INTERGOVERNMENTAL REVENUES							
121-000-00-3358	Lottery Funds	147,933	138,363	135,000	157,000	150,000	11%
		147,933	138,363	135,000	157,000	150,000	11%
MISCELLANEOUS							
121-000-00-3610	Interest on deposits	199	146	100	100	100	0%
		199	146	100	100	100	0%
TOTAL REVENUES		148,132	138,509	135,100	157,100	150,100	11%

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
CAPITAL PROJECTS							
121-820-78-4743	Playground equipment	-	-	-	-	100,000	0%
121-880-78-4842	Trail construction contribution	-	-	-	-	-	0%
121-880-78-4845	Conservation Easements	-	-	-	-	-	0%
		-	-	-	-	100,000	0%
TRANSFERS TO OTHER FUNDS							
121-880-78-4930	Transfer to Capital Projects	118,721	-	30,000	30,000	407,800	N/A
		118,721	-	30,000	30,000	407,800	N/A
TOTAL EXPENSES		118,721	-	30,000	30,000	507,800	0%

Economic Development Fund

Economic Development Fund

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Economic Development Fund

SUMMARY

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>Beginning Funds</u>	\$ -	\$ -	\$ -	\$ -	\$ 67,050	N/A
<u>Revenues</u>						
Taxes	\$ -	\$ -	\$ 40,225	\$ 70,000	\$ -	-100%
Miscellaneous	-	-	-	-	-	N/A
Subtotal	\$ -	\$ -	\$ 40,225	\$ 70,000	\$ -	-100%
Other Financing Sources	-	-	-	2,650	-	N/A
Total Revenues	\$ -	\$ -	\$ 40,225	\$ 72,650	\$ -	-100%
<u>Expenses</u>						
Purchased Professional Services	\$ -	\$ -	\$ -	\$ 450	\$ -	N/A
Subtotal Operating Expenses	\$ -	\$ -	\$ -	\$ 450	\$ -	N/A
Special Projects	-	-	2,500	5,150	2,500	0%
Transfers to Other Funds	-	-	-	-	-	N/A
Total Expense	\$ -	\$ -	\$ 2,500	\$ 5,600	\$ 2,500	0%
<u>Excess (Deficiency) of</u>						
<u>Revenues over Expenditures</u>	\$ -	\$ -	\$ 37,725	\$ 67,050	\$ (2,500)	-107%
<u>Ending Funds Available</u>	\$ -	\$ -	\$ 37,725	\$ 67,050	\$ 64,550	71%
<u>Components of Funds Available</u>						
Restricted for ED	\$ -	\$ -	\$ 37,725	\$ 67,050	\$ 64,550	71%
	\$ -	\$ -	\$ 37,725	\$ 67,050	\$ 64,550	71%

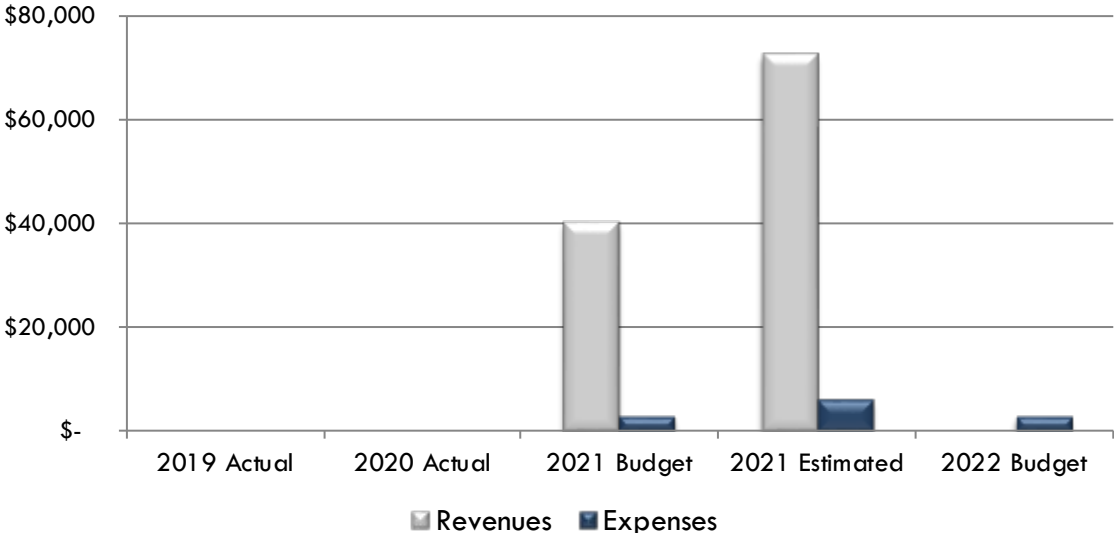
PURPOSE OF THE FUND

The purpose of the Economic Development Fund is to retain, attract and maintain the types of businesses that contribute positively to the local economy. The Economic Development Fund, along with the Public Spaces Fund, were created in 2020 to account for the 3% increase in lodger’s tax revenues received by the City. The remaining 3% of the total 6% lodger’s tax is allocated to the Marketing and Promotion Fund.

The voter’s approved the 3% increase in lodger’s tax in April 2020 with an effective date of January 1, 2021 with revenues to be distributed among the Economic Development Fund and the Public Spaces Fund as deemed appropriate by the City Council. Revenues received from the increase in lodger’s tax are exempt from limitations of Article X, Section 20 of the Colorado Constitution (Tabor) as a voter approved revenue change.

Economic Development Fund

REVENUES AND EXPENSES



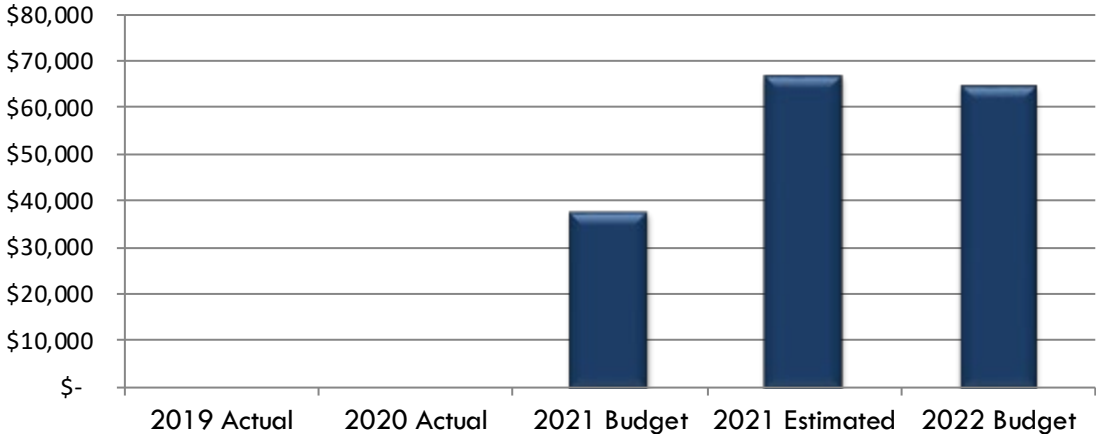
Revenues

There are no revenues allocated to the Economic Development Fund in 2022. All of the revenues from the additional 3% lodging tax are budgeted for in the Public Places Fund.

Expenses

Expenses of \$2,500 are budgeted to partially fund the City of Fruita’s contribution to the Grand Junction Economic Partnership (GJEP). The City of Fruita will be contributing a total of \$10,000 to GJEP in 2022 with the remaining \$7,500 included in the General Fund under City Council contributions.

FUNDS AVAILABLE



Economic Development Fund

Available Funds of \$64,550 are estimated at the end of 2022.

PERSONNEL

There are no personnel assigned specifically to the Economic Development Fund.

RESPONSIBILITIES

- Enhance and improve economic development in the City of Fruita.

PRIOR YEAR ACCOMPLISHMENTS

- Since this is a new fund, there are no prior year accomplishments.

GOALS

- Encourage community revitalization and promote economic opportunity for all segments of the population to ensure a high quality of life for Fruita residents.
- Retain, attract and maintain the types of businesses that contribute positively to the local economy.
- Leverage public incentives and assistance to promote community revitalization, attract new businesses and encourage investment in local businesses.
- Develop economic development plan that provides guidance on future economic development efforts of the City including the use of incentives, when public-private partnerships are appropriate, business education programs, redevelopment efforts, and workforce training and attainable housing.
- Develop potential public-private partnerships for the purpose of economic development.

PERFORMANCE MEASURES

- Performance measures will be established in 2021.

BUDGET HIGHLIGHTS

- Contribution to Grand Junction Economic Partnership for assistance with business recruitment and retention efforts.

Economic Development Fund

Revenues

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
TAXES							
124-000-00-3134	Lodgers Tax	-	-	40,225	70,000	-	-100%
		-	-	40,225	70,000	-	-100%
MISCELLANEOUS							
124-000-00-3610	Interest on deposits	-	-	-	-	-	N/A
124-000-00-3641	Miscellaneous Donations	-	-	-	-	-	N/A
124-000-00-3680	Miscellaneous	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TRANSFERS FROM OTHER FUNDS							
124-000-00-3910	Transfer from General Fund	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
OTHER FINANCING SOURCES							
124-000-00-3955	Loan payments	-	-	-	2,650	-	N/A
		-	-	-	2,650	-	N/A
TOTAL REVENUES		-	-	40,225	72,650	-	-100%

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PURCHASED PROFESSIONAL SERVICES							
124-465-36-4319	Administration Expenses	-	-	-	450	-	N/A
		-	-	-	450	-	N/A
SPECIAL PROJECTS							
124-465-36-4842	Miscellaneous Contributions	-	-	2,500	2,500	2,500	0%
124-465-36-4848	Small Business Assistance	-	-	-	2,650	-	0%
		-	-	2,500	5,150	2,500	0%
TRANSFERS TO OTHER FUNDS							
124-465-36-4950	Transfer to General Fund	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENSES		-	-	2,500	5,600	2,500	0%

Marketing and Promotion Fund

Marketing and Promotion Fund

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Marketing and Promotion Fund

SUMMARY

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>Beginning Funds</u>	\$ 132,736	\$ 152,420	\$ 162,099	\$ 162,099	\$ 203,049	25%
<u>Revenues</u>						
Taxes	\$ 127,045	\$ 89,502	\$ 80,450	\$ 140,000	\$ 131,000	63%
Intergovernmental	-	\$ 2,761	\$ 35,000	\$ 35,000	\$ -	
Charges for Services	155	161	-	-	-	N/A
Miscellaneous	77	57	-	-	-	N/A
Subtotal	\$ 127,277	\$ 92,481	\$ 115,450	\$ 175,000	\$ 131,000	13%
Transfers from Other Funds	12,000	12,000	12,000	12,000	12,000	0%
Total Revenues	\$ 139,277	\$ 104,481	\$ 127,450	\$ 187,000	\$ 143,000	12%
<u>Expenses</u>						
Personnel Services, Salaries	\$ 14,933	\$ 16,438	\$ 11,950	\$ 11,950	\$ 14,725	23%
Personnel Services, Benefits	3,423	3,725	5,200	5,200	6,400	23%
Purchased Professional Services	1,472	-	2,500	1,000	2,500	0%
Purchased Property Services	1,380	1,380	1,500	1,500	1,500	0%
Other Purchased Services	62,367	50,127	100,000	100,000	80,000	-20%
Supplies	2,256	132	7,300	7,900	300	-96%
Subtotal Operating Expenses	\$ 85,831	\$ 71,802	\$ 128,450	\$ 127,550	\$ 105,425	-18%
Special Projects	33,762	23,000	19,000	18,500	32,000	68%
Contingency	-	-	-	-	5,575	N/A
Transfers to Other Funds	-	-	-	-	-	N/A
Total Expense	\$ 119,593	\$ 94,802	\$ 147,450	\$ 146,050	\$ 143,000	-3%
<u>Excess (Deficiency) of Revenues over Expenditures</u>	\$ 19,684	\$ 9,679	\$ (20,000)	\$ 40,950	\$ -	-100%
<u>Ending Funds Available</u>	\$ 152,420	\$ 162,099	\$ 142,099	\$ 203,049	\$ 203,049	43%

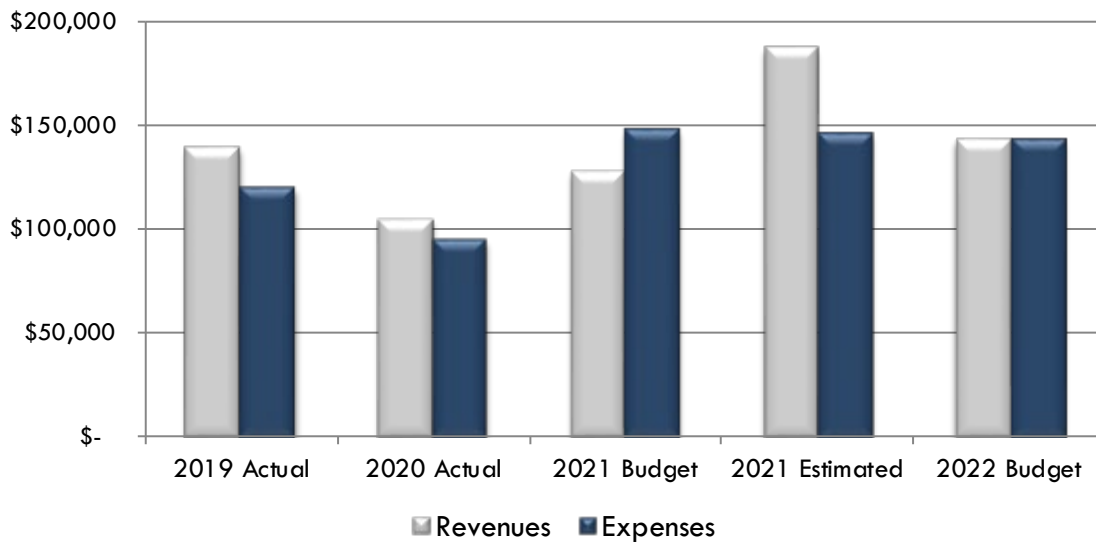
Marketing and Promotion Fund

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.

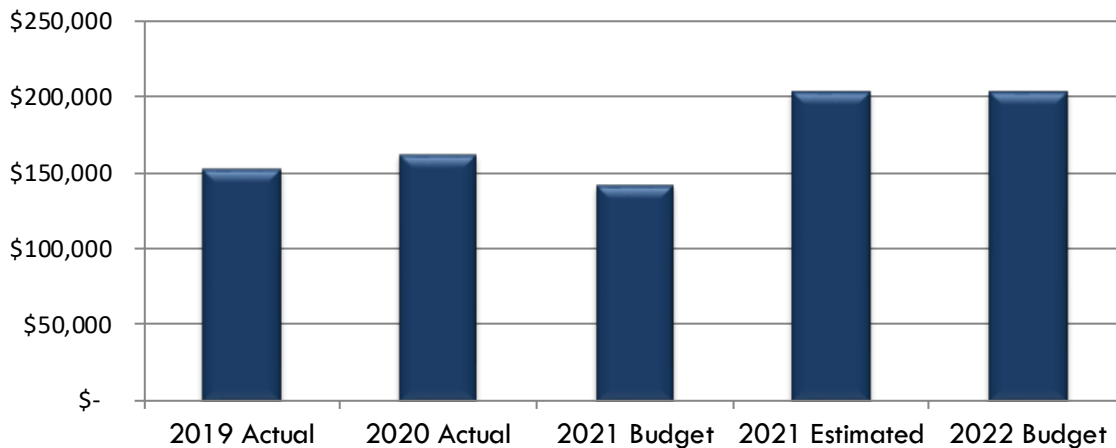
Lodging tax Revenues for 2022 are projected to increase 63% compared to 2021 budgeted revenues. This increase is due to a return in travel following the COVID-19 pandemic, and the actual increases in the lodging tax received through 2021. The 2022 Budget includes a transfer of \$12,000 from General Fund revenues received from the lease of the I-70 billboard.

Marketing and Promotion Fund

Expenses

Expenses of \$143,000 are budgeted to decrease 3% from the 2021 Budget. This decrease is due to the completion of the “Digital Maturity Marketing Campaign” with the Town of Palisade, which was partially funded by a grant from the Colorado Tourism Office.

FUNDS AVAILABLE



Available Funds of \$203,049 are estimated at the end of 2022, no change from the estimated fund balance at the end of 2021.

PERSONNEL

A portion of the Assistant to the City Manager’s position is assigned to Marketing and Promotion administration and oversight.

Marketing and Promotion Fund - Staffing Chart (Manhours)				
	2019	2020	2021	2022
<u>Hours Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Full time employees	416	416	410	410
Part time employees	-	-	-	-
Overtime	-	-	-	-
Total Hours	416	416	410	410
Total FTE Equivalent	0.20	0.20	0.20	0.20

Marketing and Promotion Fund

RESPONSIBILITIES

- Promote Fruita to visitors through tourism related business.
- Promote responsible tourism in an area where geology, paleontology, mountain biking, and other outdoor recreation resources are abundant.
- Support our unique festivals and tourism related events.
- Continue implementing the adjusted marketing plan based on FTAC feedback to reach families from all over in new ways through the “Play Like a Local” campaign.

PRIOR YEAR ACCOMPLISHMENTS

- During the COVID-19 pandemic, continued to create and share best practices for those traveling to Fruita.
- Continued the implementation of the Marketing Plan “Play Like a Local”, that was created in 2017 with the focus of attracting families seeking unique adventures, and to showcase the wide variety of recreation activities that are available in Fruita for all ages.
- Started the “Book Ends of the Grand Valley” marketing plan, a partnership with the Town of Palisade, highlighting and promoting both areas for outdoor recreation and traveling. Was awarded a Matching Marketing Grant through the Colorado Tourism Office in the amount of \$25,000, to focus on conversion efforts of marketing dollars and to improve the library of photo and video advertisement assets.
- With the grant from the Colorado Tourism Office, and through partnering with the Town of Palisade, administered a digital marketing campaign through Sojern promoting travel to Fruit and the Grand Valley. As of October 1, 2021, there have been 1.4 million impressions to this campaign, it has led to 116 travelers to the area, and estimated \$56,000 amount of revenue for the Grand Valley.
- Continued partnership with the Colorado Tourism Office (www.colorado.com) to take advantage of their free and paid advertising opportunities. Participated in the CTO’s campaign of “What’s Open Colorado” and updated Road Trip itineraries to include up to date information.
- Was awarded a second grant program through the Colorado Office of Economic Development and International Trade and the Colorado Tourism Office, the “Restart Destinations Program”, which will provide a strategic marketing plan for the tourism partnership with the Town of Palisade.
- Continued to create Local Video Stories showcasing Fruita locals participating in different types of recreation activities and video footage included interview with residents. Created over ten video stories this year.
- Continued content marketing strategy by publishing blogs focused on what to do in Fruita along with local business spotlight stories. Blogs are shared on social media and

Marketing and Promotion Fund

through monthly e-newsletters. These blogs, although limited due to the pandemic, also shared best practices for traveling through this year.

- 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, and Elevation Outdoors.
- Onboarded two new members of the Fruita Tourism Advisory Council.
- Awarded a mini grant to the “Kids Adventure Games”, a new annual event at Highline Lake that allows youth to participate in a series of obstacles in small teams. Also awarded a mini-grant to the Copper Club Brewery for a new mural in downtown Fruita.
- Hired consultant to administer advertising and promotion services for Fruita Tourism following an RFP process.
- In 2021, through September, Instagram followers for GoFruita have increased 13%. Increasing the number of followers to this site allows our advertising efforts to go directly to our members our target audience, while also promoting best practices and responsible recreation.

GOALS

- Complete and begin implementing the strategic marketing plan for the “Bookends of the Grand Valley” partnership.
- Revamp and redesign the GoFruita website to allow for better functionality, more real-time information and updates, clean up existing pages, and to be more accessible on mobile devices.
- Continue to evaluate different marketing tools for conversions, identify what tools or providers will work best for upcoming marketing campaigns.
- Continue to grow and develop the photo and video library for future advertisement assets.

PERFORMANCE MEASURES

- With the selected consultant, evaluate at least three new marketing tools that can be used in the future to track conversions, impacts of marketing efforts.
- Research other destination or tourism websites – determine what should be included in the GoFruita website redesign.
- Increase the photo/video library by at least 15%. The photo and video assets allow not only the City of Fruita to promote responsible travel to the area, but can also be used by local businesses and partner agencies.

Marketing and Promotion Fund

BUDGET HIGHLIGHTS

- Decrease in overall revenues due to not applying for a grant through the Colorado Tourism Office.
- Advertising and Promotion services are budgeted at \$80,000, which includes \$65,000 for advertising and promotion services, \$10,000 for a redesign/update of GoFruita.com, and \$5,000 for new marketing mechanisms and opportunities.
- Miscellaneous contributions of \$3,000 include contributions to the CMU Sports Commission for regional sports and tourism related efforts.
- Mini grants of \$4,000 to support smaller events that promote tourism in Fruita.
- Professional Development of \$2,500 for the Governor's Conference on Tourism which is an annual conference.
- Special event contributions are budgeted at \$25,000, which includes:
 - Fruita Fat Tire Festival - \$1,750
 - The Colorado Riverfront Concert Series - \$3,000
 - Desert Gravel Co2UT and Remy Gravel Bike Races - \$3,250
 - Rim Rock Rodeo - \$1,000
 - Fruita Fall Festival - \$3,000
 - Fruita Farmers Market - \$5,000
 - Mike the Headless Chicken Festival - \$4,000
 - Thursday Night Concert Series - \$4,000

Marketing and Promotion Fund

Revenues

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
TAXES							
125-000-00-3134	Lodgers Tax	127,045	89,502	80,450	140,000	131,000	63%
		127,045	89,502	80,450	140,000	131,000	63%
INTERGOVERNMENTAL REVENUES							
125-000-00-3319	CVRF Grant	-	2,761	-	-	-	
125-000-00-3345	Colorado Tourism Office Grant	-	-	25,000	25,000	-	-100%
125-000-00-3373	Local Agency Contribution	-	-	10,000	10,000	-	-100%
		-	2,761	35,000	35,000	-	-100%
CHARGES FOR SERVICES							
125-000-00-3483	Penalties	155	161	-	-	-	N/A
		155	161	-	-	-	N/A
MISCELLANEOUS							
125-000-00-3610	Interest on deposits	77	57	-	-	-	N/A
125-000-00-3641	Miscellaneous Donations	-	-	-	-	-	N/A
125-000-00-3680	Miscellaneous	-	-	-	-	-	N/A
		77	57	-	-	-	N/A
TRANSFERS FROM OTHER FUNDS							
125-000-00-3910	Transfer from General Fund	12,000	12,000	12,000	12,000	12,000	0%
		12,000	12,000	12,000	12,000	12,000	0%
TOTAL REVENUES		139,277	104,481	127,450	187,000	143,000	12%

Marketing and Promotion Fund

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
125-465-53-4111	Salaries, Administrative	14,933	16,438	11,950	11,950	14,500	21%
125-465-53-4119	Personnel Adjustments	-	-	-	-	225	
125-465-53-4120	Part Time	-	-	-	-	-	N/A
		14,933	16,438	11,950	11,950	14,725	23%
PERSONNEL SERVICES, BENEFITS							
125-465-53-4210	Health Insurance	1,572	1,692	3,600	3,600	4,500	25%
125-465-53-4220	FICA Payroll Expense	908	997	750	750	900	20%
125-465-53-4221	Medicare Payroll Expense	212	233	200	200	225	13%
125-465-53-4230	Retirement Contribution	672	738	550	550	675	23%
125-465-53-4250	Unemployment Insurance	44	48	50	50	50	0%
125-465-53-4260	Workers Compensation Insurance	15	17	50	50	50	0%
		3,423	3,725	5,200	5,200	6,400	23%
PURCHASED PROFESSIONAL SERVICES							
125-465-53-4310	Professional Development	1,472	-	2,500	1,000	2,500	0%
		1,472	-	2,500	1,000	2,500	0%
PURCHASED PROPERTY SERVICES							
125-465-53-4438	IT Services	1,380	1,380	1,500	1,500	1,500	0%
		1,380	1,380	1,500	1,500	1,500	0%
OTHER PURCHASED SERVICES							
125-465-53-4550	Printing	-	-	-	-	-	N/A
125-465-53-4553	Advertising & Promotion	62,367	50,127	100,000	100,000	80,000	-20%
		62,367	50,127	100,000	100,000	80,000	-20%
SUPPLIES							
125-465-53-4610	Office Supplies	-	-	-	-	-	N/A
125-465-53-4612	Supplies and Equipment	2,108	-	-	-	-	N/A
125-465-53-4620	Billboard Utilities	148	132	300	400	300	0%
125-465-53-4642	Signs & Banners	-	-	7,000	7,500	-	-100%
		2,256	132	7,300	7,900	300	-96%
SPECIAL PROJECTS							
125-465-53-4842	Miscellaneous Contributions	8,262	3,000	3,000	3,000	3,000	0%
125-465-53-4843	Mini Grants	-	500	2,000	1,500	4,000	100%
125-465-53-4844	Special Events	25,500	19,500	14,000	14,000	25,000	79%
		33,762	23,000	19,000	18,500	32,000	68%
CONTINGENCY							
125-465-53-4850	Contingency	-	-	-	-	5,575	N/A
		-	-	-	-	5,575	N/A
TRANSFERS TO OTHER FUNDS							
125-465-53-4950	Transfer to General Fund	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENSES		119,593	94,802	147,450	146,050	143,000	-3%

Public Places Fund

Public Places Fund

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Public Places Fund

SUMMARY

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Beginning Funds	\$ -	\$ -	\$ -	\$ -	\$ 29,775	N/A
Revenues						
Taxes	\$ -	\$ -	\$ 40,225	\$ 70,000	\$ 131,000	226%
Intergovernmental Revenues	-	-	-	7,150	-	N/A
Miscellaneous	-	-	-	1,805	-	N/A
Total Revenues	\$ -	\$ -	\$ 40,225	\$ 78,955	\$ 131,000	226%
Expenses						
Purchased Property Services	\$ -	\$ -	\$ 35,225	\$ 42,375	\$ 32,000	-9%
Subtotal Operating Expenses	\$ -	\$ -	\$ 35,225	\$ 42,375	\$ 32,000	-9%
Special Projects	-	-	5,000	6,805	10,000	100%
Transfer to Other Funds	-	-	-	-	100,000	N/A
Total Expense	\$ -	\$ -	\$ 40,225	\$ 49,180	\$ 142,000	253%
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ -	\$ 29,775	\$ (11,000)	N/A
Ending Funds Available	\$ -	\$ -	\$ -	\$ 29,775	\$ 18,775	N/A
Components of Funds Available						
Restricted for public places	\$ -	\$ -	\$ -	\$ 29,775	\$ 18,775	N/A
	\$ -	\$ -	\$ -	\$ 29,775	\$ 18,775	N/A

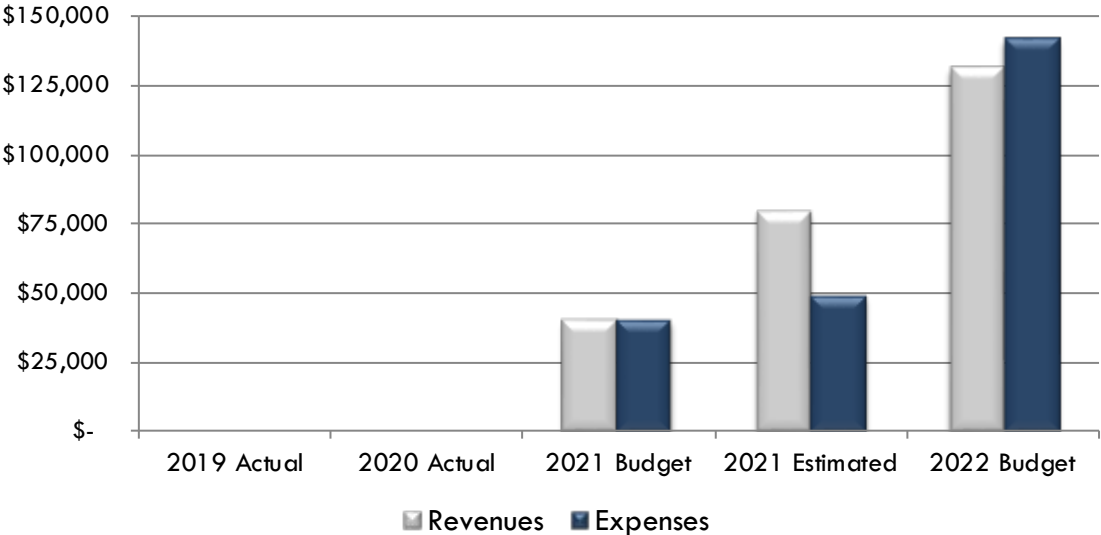
PURPOSE OF THE FUND

The purpose of the Public Places Fund (Parks, Trails, Open Space and Public Places Fund) is to finance the acquisition, construction and maintenance of open space, trails, and public places within and outside the City. The Public Places Fund, along with the Economic Development Fund, were created in 2020 to account for the 3% increase in lodger’s tax revenues received by the City. The remaining 3% of the total 6% lodger’s tax is allocated to the Marketing and Promotion Fund.

The voter’s approved the 3% increase in lodger’s tax in April 2020 with an effective date of January 1, 2021 with revenues to be distributed among the Economic Development Fund and the Public Spaces Fund as deemed appropriate by the City Council. Revenues received from the increase in lodger’s tax are exempt from limitations of Article X, Section 20 of the Colorado Constitution (Tabor) as a voter approved revenue change.

Public Places Fund

REVENUES AND EXPENSES



Revenues

All of the 2022 projected revenues from the additional 3% lodger’s tax are allocated to the Public Places Fund in 2022 to fund Public Places.

Expenses

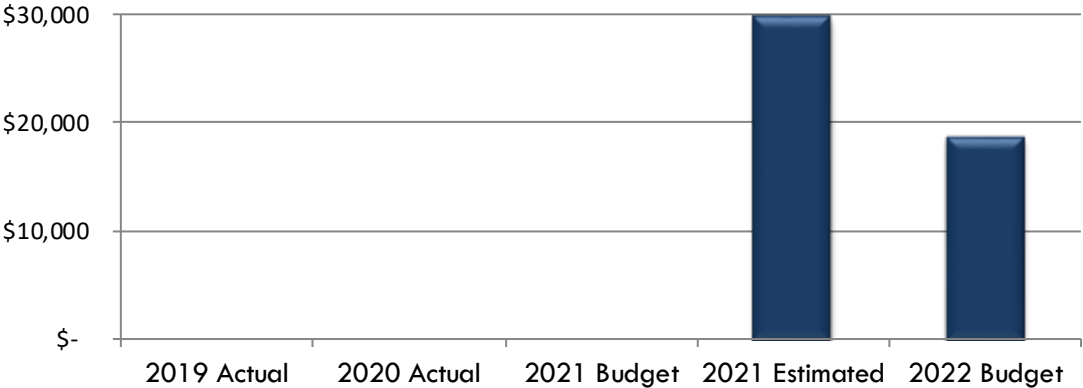
Expenses of \$142,000 are budgeted to increase 253% in 2022 and including continuing custodial services for the outdoor dining area in downtown Fruita, a \$10,000 contribution to north Fruita trails construction efforts and a \$100,000 transfer to the Capital Projects Fund for improvements to the Mulberry Outdoor Seating project.

FUNDS AVAILABLE

The 2022 Budget includes the use of \$11,000 in fund balance with available funds estimated at \$18,775 and the end of the 2022 Budget year.

Public Places Fund

Ending Funds Available



RESPONSIBILITIES

Provide funding for acquisition, construction and maintenance of parks, open space, trails and public places within and outside the City.

PRIOR YEAR ACCOMPLISHMENTS

- A grant was obtained for \$7,150 to help offset the cost of custodial services provided to the temporary outdoor dining area on Mulberry Street in downtown Fruita.
- The City conducted a wildlife survey for the North Fruita Desert area to assist with planning for future construction of trails in this area.

GOALS

Identify projects and amenities that residents and visitors enjoy such as parks, trails, public places and open space for future development.

BUDGET HIGHLIGHTS

- The 2022 Budget includes \$32,000 in service contracts for the maintenance of public spaces in the downtown area to provide an outdoor area for take-out dining from area food establishments for a 9 month period with the assumption that the capital project to construct permanent improvements will result in a 3 month closure.
- There is \$10,000 allocated for contributions for construction and improvement of area trails.
- There is \$100,000 transferred to the Capital Projects Fund to provide partial funding for the Mulberry Outdoor Seating project.

Public Places Fund

Revenues

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
TAXES							
126-000-00-3134	Lodgers Tax	-	-	40,225	70,000	131,000	226%
		-	-	40,225	70,000	131,000	226%
INTERGOVERNMENTAL REVENUES							
126-000-00-3342	Energy Impact Grant	-	-	-	7,150	-	N/A
		-	-	-	7,150	-	N/A
MISCELLANEOUS							
126-000-00-3610	Interest on deposits	-	-	-	-	-	N/A
126-000-00-3642	Miscellaneous Donations	-	-	-	1,805	-	N/A
		-	-	-	1,805	-	N/A
TOTAL REVENUES		-	-	40,225	78,955	131,000	226%

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PURCHASED PROPERTY SERVICES							
126-452-86-4430	Service Contracts	-	-	35,225	42,375	32,000	-9%
		-	-	35,225	42,375	32,000	-9%
SPECIAL PROJECTS							
126-452-86-4842	Miscellaneous Contributions	-	-	5,000	6,805	10,000	100%
		-	-	5,000	6,805	10,000	100%
TRANSFER TO OTHER FUNDS							
126-452-86-4930	Transfer to Capital Projects	-	-	-	-	100,000	N/A
		-	-	-	-	100,000	N/A
TOTAL EXPENSES		-	-	40,225	49,180	142,000	253%

Community Center Fund

Community Center Fund

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Community Center Fund

SUMMARY

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Beginning Funds Available	\$1,517,232	\$2,780,852	\$2,907,563	\$2,907,563	\$3,476,803	20%
Revenues						
Taxes	\$1,556,485	\$1,868,765	\$1,712,500	\$2,025,000	\$2,063,000	20%
Charges for Services	1,236,318	538,194	694,300	993,500	1,190,300	71%
Intergovernmental Revenues	-	49,012	-	140	-	N/A
Fines and Forfeitures	-	-	-	-	-	N/A
Interest and Rentals	81,556	94,759	53,850	66,500	71,100	32%
Other Financing Sources	611,776	-	-	-	-	N/A
Transfers from Other Funds	98,726	95,000	95,000	95,000	95,000	0%
Total Revenues	\$3,584,861	\$2,645,730	\$2,555,650	\$3,180,140	\$3,419,400	34%
Expenses						
Personnel Services, Salaries	\$1,098,112	\$ 921,350	\$1,184,950	\$1,121,900	\$1,343,300	13%
Personnel Services, Benefits	216,920	226,127	253,675	249,755	288,100	14%
Purchased Professional Services	53,146	18,346	26,550	25,600	51,000	92%
Purchased Property Services	132,868	137,048	128,425	135,675	139,345	9%
Other Purchased Services	56,431	30,872	39,200	29,650	51,000	30%
Supplies	266,163	210,679	239,875	223,895	276,675	15%
Special Projects	-	60,417	-	575	-	N/A
Contingency	-	-	40,000	40,000	36,330	-9%
Operating Expenses	\$1,823,640	\$1,604,839	\$1,912,675	\$1,827,050	\$2,185,750	14%
Capital	85,019	189,392	38,600	36,400	485,050	1157%
Transfer to General Fund	-	6,000	6,000	6,000	6,000	0%
Transfer to Debt Service Fund	403,206	718,788	739,200	741,450	742,600	0%
Debt Service	9,376	-	-	-	-	N/A
Total Expense	\$2,321,241	\$2,519,019	\$2,696,475	\$2,610,900	\$3,419,400	27%
Excess (Deficiency) of Revenues over Expenditures	\$ 1,263,620	\$ 126,711	\$ (140,825)	\$ 569,240	\$ -	-100%
Ending Funds Available	\$ 2,780,852	\$ 2,907,563	\$ 2,766,738	\$ 3,476,803	\$ 3,476,803	26%
Components of Funds Available						
Assigned - Bldg & Equip Rep	\$1,094,241	\$1,094,241	\$1,000,000	\$1,000,000	\$1,000,000	0%
Assigned - CERF	-	5,700	11,400	11,400	17,100	50%
Assigned - Subsequent year	-	140,825	-	-	-	-
Committed - Operating Reserve	458,179	458,179	478,169	456,763	546,438	14%
Restricted - Bond Project Funds	60,018	-	-	-	-	N/A
Restricted - Community Center	1,168,414	1,208,618	1,277,169	2,008,640	1,913,265	50%
	\$2,780,852	\$2,907,563	\$2,766,738	\$3,476,803	\$3,476,803	26%

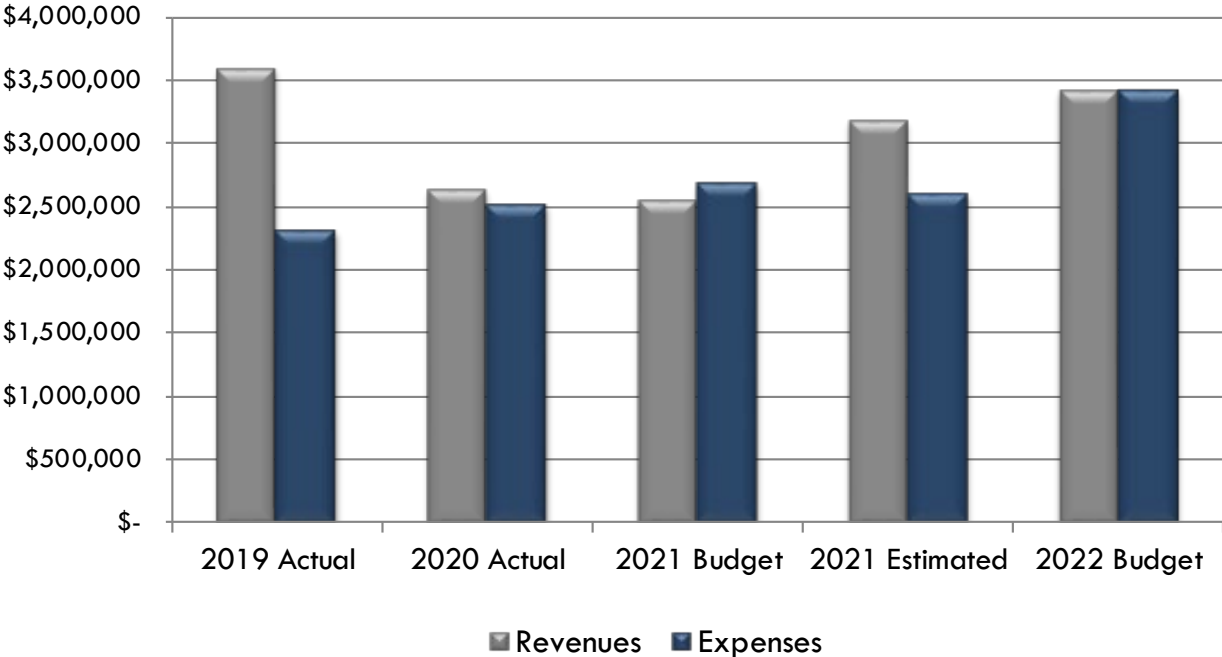
Community Center Fund

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 bonds were refinanced in 2019.

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.

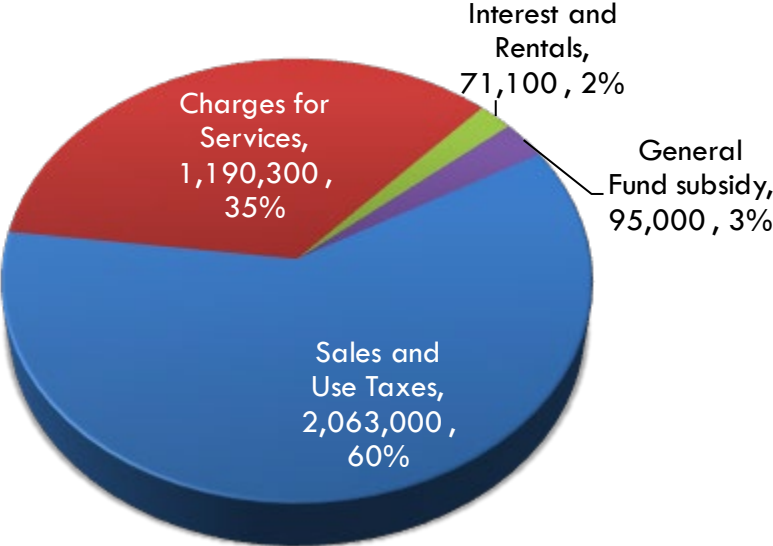
REVENUES AND EXPENSES



Community Center Fund

Revenues

2022 Revenues - \$3.4 million



After a difficult year in 2020, the Fruita Community Center has seen steady increases in visitation in 2021. Revenue for the Fruita Community Center continues to rebound due to increased visitation and significant increases in sales and use tax collections. For this upcoming budget year, the Fruita Community expects to return to almost 2019 visitation levels and similar charges for services. Recreation programming also continues to see an increase participant due to new programming efforts.

Community Center Fund revenues are budgeted at \$3.4 million in 2021. This reflects a 28% increase from the 2021 budgeted revenues. Revenues are generated from both user fees and sales and use tax.

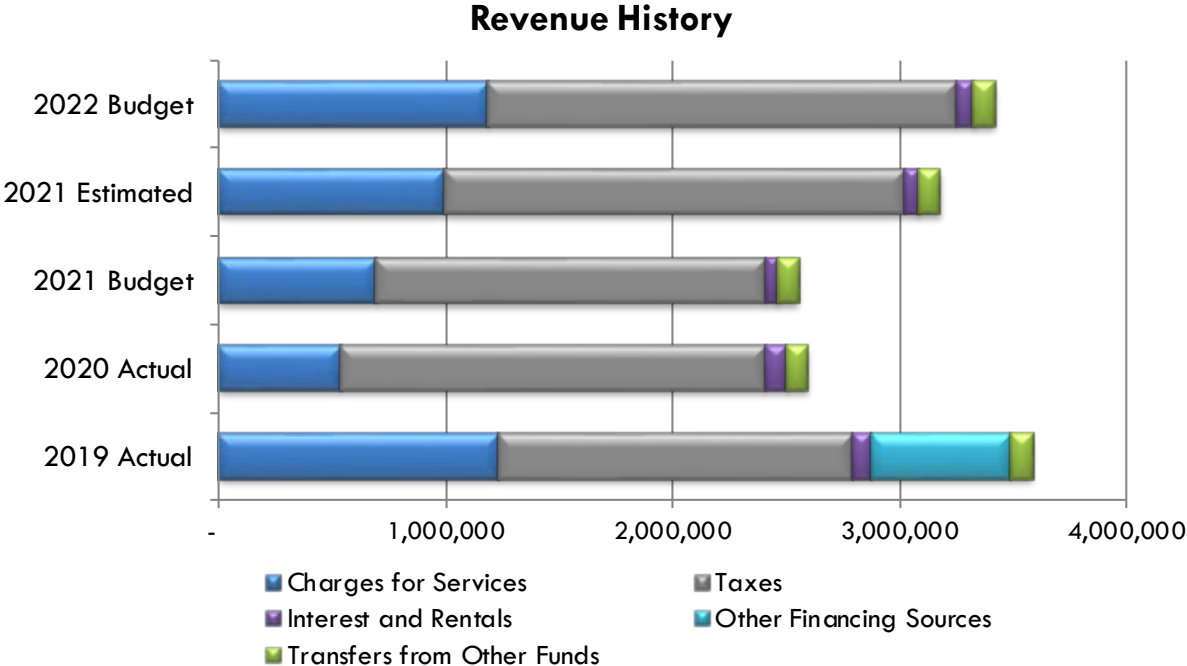
Sales and use tax revenues of \$2.06 million represent 60% of the overall revenues of the Community Center Fund in 2021 and are derived from a one cent sales and use tax that was approved by voters in November 2008. A portion of the tax (6/10th) will expire no later than January 1, 2039. The remaining tax (4/10th) will continue without any sunset provisions as an operational subsidy. Tax revenues are budgeted to increase 14%.

Charges for services of \$1.20 million represent 35% 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 71% from the 2021 adopted budget and 20% from 2021 estimated revenues with a return of visits and program participation to pre-pandemic levels

Community Center Fund

Revenues from rents on lands of \$27,000 represents lease revenues from the roof top lease for cellular equipment. The lease includes an annual escalation factor of 2.5%. Facility rental revenues are projected to decrease 10%, which is similar to what has been seen throughout 2021.

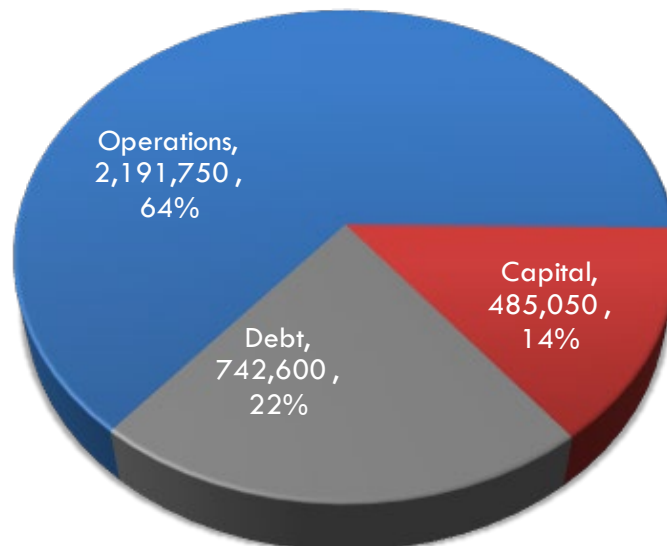
Other financing sources include an annual transfer from the General Fund of \$95,000. This transfer is an additional operational subsidy based on historical data of program revenues and expenses previously subsidized by the General Fund (outdoor pool, senior services and some recreation programs) prior to construction of the Community Center and which are now included in the Community Center Fund.



Community Center Fund

Expenses

2022 Expenses - \$3.4 million



Community Center Fund expenses of \$3.4 million are budgeted to increase 27% from the 2021 budgeted expenses.

EXPENSES BY PROGRAM	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Administration	471,987	456,023	514,425	500,200	599,675	17%
Aquatics	552,367	422,753	576,649	551,269	624,475	8%
Youth Activities	118,384	107,842	133,051	111,401	145,725	10%
Athletics	18,633	7,143	18,450	17,700	27,650	50%
Child Care	41,435	11,309	15,700	15,700	49,250	214%
Fitness/Wellness Programs	95,936	63,862	99,350	98,850	108,775	9%
Senior Programs	113,949	81,470	88,575	54,950	107,050	21%
Special Events & Marketing	-	-	-	15,180	39,650	
Building Maintenance	410,951	394,020	426,475	421,225	447,170	5%
Special Projects	-	60,417	-	575	-	N/A
Contingency	-	-	40,000	40,000	36,330	-9%
Operating Expenses	\$1,823,642	\$1,604,839	\$1,912,675	\$1,827,050	\$2,185,750	14%
Capital Equipment	85,019	189,392	38,600	36,400	485,050	1157%
Transfer to General Fund	-	6,000	6,000	6,000	6,000	0%
Transfer to Debt Service Fund	403,206	718,788	739,200	741,450	742,600	0%
Debt Service	9,374	-	-	-	-	N/A
Total Expense	\$ 2,321,241	\$ 2,519,019	\$ 2,696,475	\$ 2,610,900	\$ 3,419,400	27%

Community Center Fund

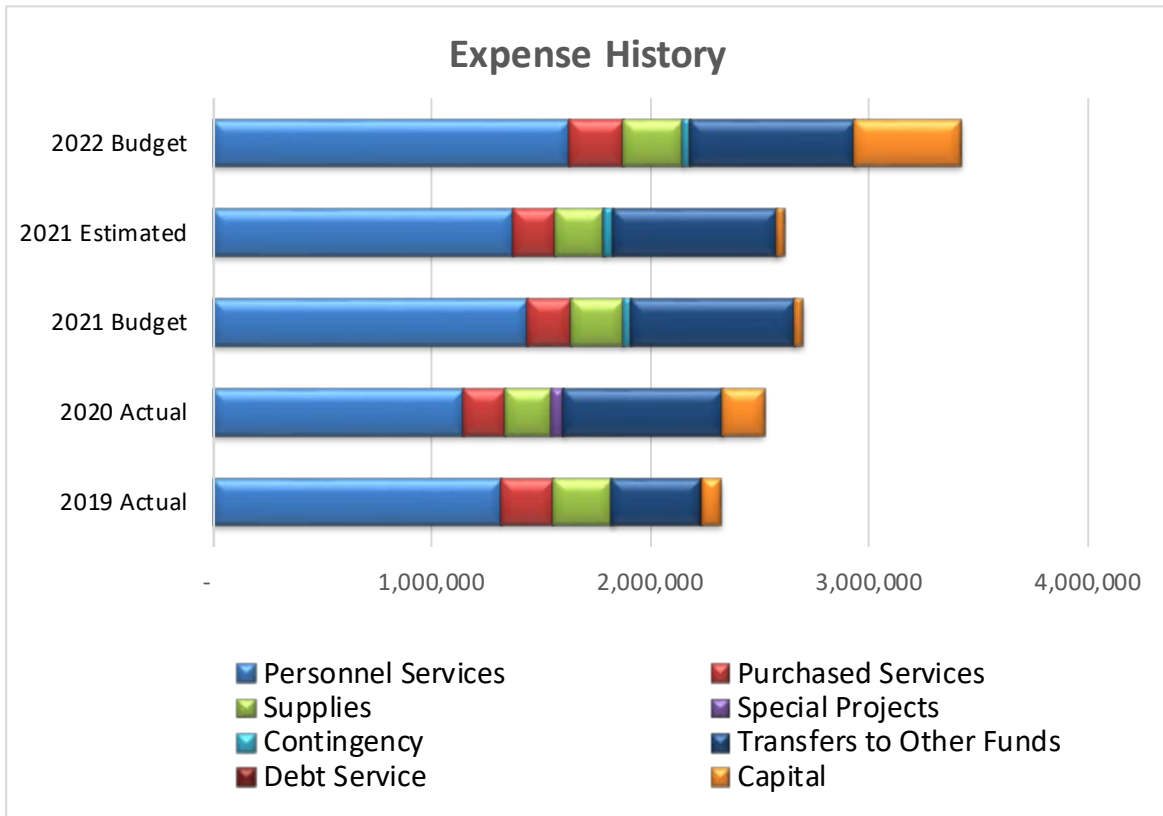
Operational expenses of \$2.2 million are budgeted to increase 14% in 2022 and account for 64% of the overall Community Center Fund expenses. This increase reflects a 20% increase over pre-covid (2019) expenses and includes additional staff and contract labor. This also reflects increases in pay for employees, minimum wage increases for part-time staff, and an increase in benefit costs. Contingency funds of \$40,000 are budgeted for unanticipated expenses.

Capital equipment expenses of \$485,050 account for 14% 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 2022 Budget.

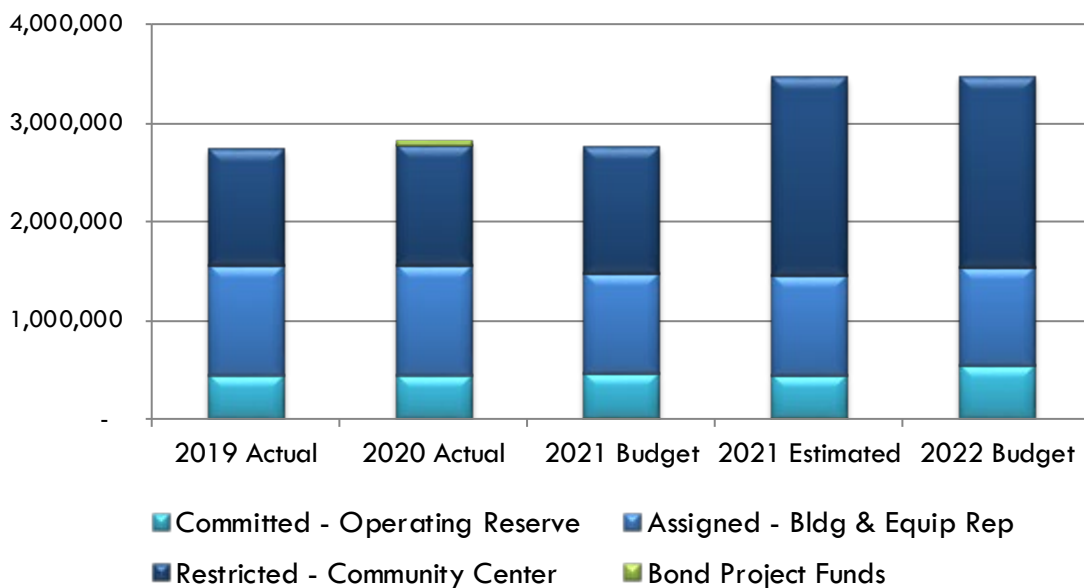
2022 FCC CAPITAL EQUIPMENT	
Description	Amount
Capital equipment	
Aquatics Program	
Pool Filter - Indoor Pool	\$300,000.00
Perimeter Deck Drains - Indoor Pool	\$65,000.00
Indoor Pool - UV System	\$40,000.00
Hot Tub - UV System	\$30,000.00
Climbing Wall Panels for Indoor Pool	\$7,000.00
Fitness Program	
Powermill Stairmaster - Replacement	\$9,600.00
Free Motion Coach Bike	\$5,300.00
Hip Abductor Machine	\$4,050.00
Indoor Cycles - 5 Total Replacements	\$8,100.00
Building Maintenance	
C3 Machine - Replacement	\$5,000.00
iScrub Machine - Replacement	\$11,000.00
Total Capital Equipment and Projects	\$485,050.00

Transfers to other funds of \$748,600 accounts for 22% of the overall expenses and include transfers to the Debt Service Fund for principal and interest payments of the bonds issued for the Community Center in the amount of \$742,600 and a transfer to the General Fund for grounds maintenance in the amount of \$6,000.

Community Center Fund



FUNDS AVAILABLE



Community Center Fund

Available funds of \$3.50 million include amounts assigned for facility and equipment replacement, vehicle (CERF) replacements, a 25% operational reserve and amounts not designated for any specific purpose.

Components of Available Funds include the following:

Restricted for Community Center - \$1,913,265. This amount represents funds available for Community Center use but not designated for any specific purpose.

Committed - Operating Reserve - \$546,438. This represents the operational reserve which is 25% of the current year operating expenses. The \$89,675 increase from the previous year is reflective of the increase in operation expenses.

Assigned - CERF (Vehicle replacement fund) - \$17,100. This represents the CERF reserve for future replacement of vehicles and is funded at \$5,700 annually.

Assigned Equipment/building replacement – \$1,000,000. Budget policies establish a building and equipment fund at \$1 million. In addition, 60% of tax revenues are dedicated first for debt service payments with any revenues in excess of these payments dedicated to the equipment and building replacement reserve to ensure that funds are available for replacement of equipment and facility improvements as needed.

PERSONNEL

The 2022 Budget includes a market increase in wages for full time personnel, and an increase in part-time wages due to changes to the minimum wage. The following chart shows the manhours for each program in the Community Center Fund. The 2022 Budget includes an 10% increase in manhours from the 2021 Budget and a 37% increase from 2020 Actual manhours. This increase includes additional hours for part-time staff in several programs, and also the addition of the Special Events and Marketing Coordinator position, which was created in 2021. The staffing chart on the following page shows the total manhours budgeted for each program within the Community Center Fund.

Community Center Fund

Community Center Fund Staffing Chart					
Hours Summary		2019 Actual	2020 Actual	2021 Budget	2022 Budget
<u>Administration</u>	Full time employees	5,853	6,550	6,240	6,240
	Part time employees	10,273	7,675	10,160	11,912
	Overtime	193	37	230	200
	Subtotal	16,319	14,263	17,420	18,352
<u>Aquatics</u>	Full time employees	3,897	4,386	4,160	4,160
	Part time employees	29,633	19,952	28,520	29,640
	Overtime	529	-	495	550
	Subtotal	34,059	24,338	33,175	34,350
<u>Youth Activities</u>	Full time employees	1,806	2,215	2,080	2,080
	Part time employees	2,930	2,063	2,680	2,652
	Overtime	10	-	25	25
	Subtotal	4,746	4,277	4,785	4,757
<u>Athletics</u>	Full time employees	-	-	-	-
	Part time employees	481	253	750	936
	Overtime	-	-	-	-
	Subtotal	481	253	750	936
<u>Child Care</u>	Full time employees	-	-	-	-
	Part time employees	3,202	959	1,145	3,380
	Overtime	61	12	-	75
	Subtotal	3,263	971	1,145	3,455
<u>Fitness/Wellness</u>	Full time employees	-	-	-	-
	Part time employees	3,504	2,640	2,890	3,306
	Overtime	46	9	-	-
	Subtotal	3,550	2,649	2,890	3,306
<u>Senior Programs</u>	Full time employees	2,169	2,237	2,080	2,080
	Part time employees	768	176	260	780
	Overtime	6	-	-	-
	Subtotal	2,943	2,413	2,340	2,860
<u>Special Events</u>	Full time employees	-	-	-	1,040
	Part time employees	-	-	-	-
	Overtime	-	-	-	-
	Subtotal	-	-	-	1,040
<u>Building Maintenance</u>	Full time employees	2,065	2,141	2,080	2,080
	Part time employees	2,300	2,291	2,496	2,496
	Overtime	119	63	20	100
	Subtotal	4,484	4,494	4,596	4,676
	Total Hours	69,845	53,657	67,101	73,732
	Total FTE Equivalents	33.58	25.80	32.26	35.45

Community Center Fund

Summary

Expenses		2019	2020	2021	2021	2022	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
4111	Salaries, Administrative	344,945	404,262	416,850	414,000	446,525	7%
4119	Personnel Adjustments	-	-	-	-	6,750	N/A
4120	Part Time	644,451	449,754	641,800	580,550	754,825	18%
4125	Contract Labor	90,084	62,783	111,500	117,150	115,500	4%
4130	Overtime	18,632	4,551	14,800	10,200	19,700	33%
		1,098,112	921,350	1,184,950	1,121,900	1,343,300	13%
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210	Health Insurance	102,869	119,393	128,000	124,580	144,550	13%
4220	FICA Payroll Expense	62,617	52,828	66,750	66,300	75,875	14%
4221	Medicare Payroll Expense	14,644	12,355	15,700	15,700	17,850	14%
4230	Retirement Contribution	15,832	18,132	18,850	18,600	20,300	8%
4250	Unemployment Insurance	3,031	2,552	3,375	3,425	3,775	12%
4260	Workers Compensation Insurance	17,927	20,867	21,000	21,150	25,750	23%
		216,920	226,127	253,675	249,755	288,100	14%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
4310	Professional Development	20,394	3,857	3,100	1,950	15,400	397%
4314	Red Cross Certification	2,851	2,705	3,000	3,100	3,000	0%
4343	Credit Card Processing Fees	21,215	10,051	14,100	17,300	23,000	63%
4345	Background Investigations	1,038	1,045	2,250	1,250	2,600	16%
4350	Entertainment	7,648	688	4,100	2,000	7,000	71%
		53,146	18,346	26,550	25,600	51,000	92%
<u>PURCHASED PROPERTY SERVICES</u>							
4423	Pool Repair and Maintenance	-	-	-	-	-	N/A
4430	Service Contracts	32,895	27,213	33,250	35,500	35,750	8%
4435	Fleet Maintenance Charges	2,000	4,300	4,275	4,275	3,595	-16%
4438	IT Services	36,061	41,830	40,900	40,900	50,000	22%
4440	Building Maintenance	61,911	63,705	50,000	55,000	50,000	0%
		132,867	137,048	128,425	135,675	139,345	9%
<u>OTHER PURCHASED SERVICES</u>							
4520	Property Insurance	20,000	20,805	20,800	20,800	23,000	11%
4530	Telephone	2,456	2,530	2,700	2,700	2,700	0%
4550	Printing	7,331	-	2,000	500	1,000	-50%
4553	Advertising and Promotion	1,228	4,727	6,500	5,500	6,750	4%
4580	Travel Activities	25,416	2,810	7,200	150	17,550	144%
		56,431	30,872	39,200	29,650	51,000	30%

Community Center Fund

Summary

		Expenses					
Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
SUPPLIES							
4610	Office Supplies	2,297	2,499	2,000	2,000	2,000	0%
4611	Postage	2,381	1,841	1,500	2,000	1,500	0%
4612	Supplies and Equipment	61,319	40,070	46,800	32,800	61,800	32%
4616	Chemicals	36,956	21,811	30,000	30,000	34,650	16%
4620	Utilities	146,303	134,314	140,000	145,000	152,000	9%
4626	Fuel	2,089	1,870	1,525	1,525	1,525	0%
4630	Meeting/Appreciation Supplies	-	2,250	2,050	1,950	2,050	0%
4642	Signs	-	-	-	-	-	N/A
4649	Repair and Maint. Supplies	7,135	1,059	10,000	1,000	10,000	0%
4661	Uniforms	3,524	1,780	1,000	920	3,050	205%
4662	Safety Equipment	-	358	2,000	2,200	2,000	0%
4690	Supplies for Resale	4,158	2,827	3,000	4,500	6,100	103%
		266,162	210,679	239,875	223,895	276,675	15%
CAPITAL EQUIPMENT							
4742	Mobile Equipment	24,154	-	-	-	-	N/A
4743	Furniture and Equipment	57,248	184,067	25,700	23,500	485,050	1787%
4744	Computer Equipment	3,617	5,325	12,900	12,900	-	-100%
		85,019	189,392	38,600	36,400	485,050	1157%
SPECIAL PROJECTS							
4825	Traffic Study/PROST Plan	-	24,449	-	575	-	N/A
4870	COVID Project expenses	-	35,968	-	-	-	N/A
		-	60,417	-	575	-	N/A
CONTINGENCY							
4850	Contingency	-	-	40,000	40,000	36,330	-9%
		-	-	40,000	40,000	36,330	-9%
TRANSFER TO OTHER FUNDS							
4915	Transfer to Debt Service Fund	403,206	718,788	739,200	741,450	742,600	0%
4950	Transfer to General Fund	-	6,000	6,000	6,000	6,000	-100%
		403,206	724,788	745,200	747,450	748,600	0%
DEBT SERVICE							
4775	Bond Issuance Costs	8,981	-	-	-	-	N/A
4975	Underwriters Discount	395	-	-	-	-	N/A
		9,376	-	-	-	-	N/A
TOTAL EXPENSES		2,321,239	2,519,019	2,696,475	2,610,900	3,419,400	27%

Community Center Fund Administration

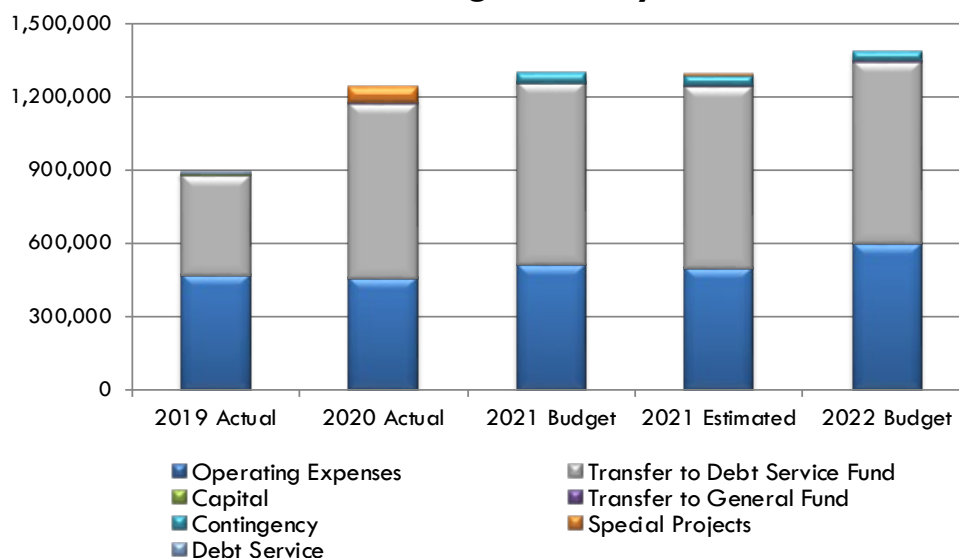
EXPENDITURES

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 277,329	\$ 275,720	\$ 323,400	\$ 303,450	\$ 370,200	14%
Personnel Services, Benefits	69,247	72,417	79,300	79,300	84,600	7%
Purchased Professional Services	30,166	11,204	15,000	17,975	30,300	102%
Purchased Property Services	51,437	58,611	57,275	59,525	66,825	17%
Other Purchased Services	29,154	25,952	30,200	27,700	31,400	4%
Supplies	14,654	12,120	9,250	12,250	16,350	77%
Operating Expenses	\$ 471,987	\$ 456,024	\$ 514,425	\$ 500,200	\$ 599,675	17%
Transfer to Debt Service Fund	403,206	718,788	739,200	741,450	742,600	0%
Transfer to General Fund	-	6,000	6,000	6,000	6,000	0%
Special Projects	-	60,417	-	575	-	N/A
Contingency	-	-	40,000	40,000	36,330	-9%
Capital	27,771	5,325	27,900	27,900	-	-100%
Debt Service	9,376	-	-	-	-	N/A
Total Expense	\$ 912,340	\$ 1,246,554	\$ 1,327,525	\$ 1,316,125	\$ 1,384,605	4%

MISSION

The Fruita Community Center provides recreational opportunities for youth, adults, seniors, and families. The Community Center 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

RESPONSIBILITIES

- Provide general oversight of all activities at the Fruita Community Center, including scheduling, staffing, equipment repair and maintenance, outdoor grounds, room rentals, patron satisfaction etc.
- Conduct seasonal customer service trainings.
- Monitor the facility closely to ensure cleanliness and safety.
- Coordinate cleaning schedules between contracted services and FCC staff.
- Daily processing of cash and receipts. Work with administration to ensure revenue accounts for passes, facility rentals, and program registrations balance.
- Monitor and track all revenues and visits including pass type visits, facility rentals, and program participation.
- Monitor all expenses against established budget in an effort to minimize spending and maximize efficiencies. Adjust operations as necessary to stay within budget parameters and subsidy requirements of the facility.
- Develop a strategic marketing plan to promote rentals, pass sales, daily visits, activities, and special events.

PRIOR YEAR ACCOMPLISHMENTS

- The Fruita Community Center experienced 90,268 paid visits from January to August 6. Visits in 2021 are tracking higher than 2020, which during the same time period had 61,280 visits. This is an increase of 28,988 visits.
- Pass fees remained the same in 2021.
- The Silver & Fit program has experienced a decrease with 12 registered participants. Three dollars are paid by health insurance organizations to the FCC for each Silver & Fit visit. Silver Sneakers reimbursement visit amount continues to be \$3.25 per visit (up to \$30 per month) and has increased to 2,050 registered participants.
- The Fruita Community Center was able to add a new partnership with Renew Active in 2020. We teamed up with Renew Active to offer a new membership through Rocky Mountain Health Plans. Members of Renew Active can now use our facility, for free, through their insurance benefit. This program is similar to Silver Sneakers, and we have seen 83 new members join through Renew Active.
- All facility rentals returned to full capacity in March 2021. We were able to open the outdoor pool yurt, shelters, pool party, and meeting rooms for no restriction reservations.
- Guest services retail sales is currently at 166% of projected revenue for 2021. Swim goggles, swim towels, and swim noodles continue to be the most sold items.

Community Center Fund

Administration

- The Mesa County Public Library contributes approximately \$6,000 annually, which offsets their utility costs.
- Marketing efforts in 2021 saw the continuation of target audience advertising. While the gathered data shows that the advertising is getting the desired hits, the data is not translating over to increased pass sales and revenue. The addition of the bi-weekly newsletter has continued in 2021 and is proving to be a valuable marketing tool. The activity guide continues to be available online only, with a page flipping service.
- The Fruita Community Center continues to be a host site for many events. The FCC hosted in 2021 the following events: Fruita Area Chamber of Commerce Annual Dinner (July), Virtual Sweetheart 5K & 10K, and the Easter Egg Scramble. Planned events include: the RimRock Marathon finish line/after party, Dog Dayz, Night at the FCC's, Holiday Arts and Crafts Fair and Cookies and Claus.
- A Youth Scholarship Golf Tournament was established in April 2016. We will be hosting the 2021 Golf Tournament in October. In previous years, these funds have been used to provide no cost programs and purchase summer passes (3 Month) to the FCC for youth who may not otherwise be able to visit the facility.
- The meeting room furniture was replaced in 2021. This project was initially scheduled for 2020 but was moved to 2021 due to budget constraints. New 5 ft rounds and 6 ft rectangle tables were purchased, and all chairs were replaced. The tables and chairs that were in the best condition were reallocated to the Outdoor Yurt.
- The Xerox copier contract expired in March of 2021. A new 5-year contract was signed with All Copy Products for a Sharp copier from the RFP process. The new copier was installed in April.

GOALS

- Improve communication and awareness efforts regarding facilities and programs.

PERFORMANCE MEASURES

- Work with the front desk to continually verify and update email addresses in RecTrac. Update the newsletter email list with updated email addresses every month to ensure that all patrons are receiving the bi-weekly newsletter.

BUDGET HIGHLIGHTS

- Personnel costs.
 - Personnel costs include increases for the allocation of a portion of the Administrative Technician position from the General Fund to the Community Center Fund for administrative duties,

Community Center Fund

Administration

- Increases in part time wages due to the minimum wage increase that will go into effect on January 1, 2022.
 - Personnel Adjustments of \$6,750 are funds allocated for matching retirement fund contributions of up to one and a half percent (1 ½%) of a full employee time employee's salary. Once the program has been established, these funds will be allocated to the various programs to cover the increased retirement fund contributions based on voluntary employee elections.
-
- Restored several budget line items to 2019 levels that were reduced due to the pandemic.

Community Center Fund

Administration

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
127-451-22-4111	Salaries, Full time	149,040	178,689	185,150	185,150	190,900	3%
127-451-22-4119	Personnel Adjustments	-	-	-	-	6,750	N/A
127-451-22-4120	Part Time	124,706	96,295	133,850	116,500	168,650	26%
127-451-22-4130	Overtime	3,583	736	4,400	1,800	3,900	-11%
		<u>277,329</u>	<u>275,720</u>	<u>323,400</u>	<u>303,450</u>	<u>370,200</u>	<u>14%</u>
PERSONNEL SERVICES, BENEFITS							
127-451-22-4210	Health Insurance	40,251	42,646	44,800	44,800	46,600	4%
127-451-22-4220	FICA Payroll Expense	16,916	16,703	20,050	20,050	22,550	12%
127-451-22-4221	Medicare Payroll Expense	3,956	3,906	4,700	4,700	5,300	13%
127-451-22-4230	Retirement Contribution	7,015	8,020	8,350	8,350	8,600	3%
127-451-22-4250	Unemployment Insurance	822	807	1,000	1,000	1,100	10%
127-451-22-4260	Workers Comp Insurance	287	335	400	400	450	13%
		<u>69,247</u>	<u>72,417</u>	<u>79,300</u>	<u>79,300</u>	<u>84,600</u>	<u>7%</u>
PURCHASED PROFESSIONAL SERVICES							
127-451-22-4310	Professional Development	8,925	1,078	600	375	7,000	1067%
127-451-22-4343	Credit Card Fees	21,215	10,051	14,100	17,300	23,000	63%
127-451-22-4345	Background Investigations	26	75	300	300	300	0%
		<u>30,166</u>	<u>11,204</u>	<u>15,000</u>	<u>17,975</u>	<u>30,300</u>	<u>102%</u>
PURCHASED PROPERTY SERVICES							
127-451-22-4430	Service Contracts	15,376	15,581	16,250	18,500	16,250	0%
127-451-22-4435	Fleet Maintenance Charges	-	1,200	125	125	575	360%
127-451-22-4438	IT Services	36,061	41,830	40,900	40,900	50,000	22%
		<u>51,437</u>	<u>58,611</u>	<u>57,275</u>	<u>59,525</u>	<u>66,825</u>	<u>17%</u>
OTHER PURCHASED SERVICES							
127-451-22-4520	Property Insurance	20,000	20,805	20,800	20,800	23,000	11%
127-451-22-4530	Telephone	1,075	900	900	900	900	0%
127-451-22-4550	Printing	7,331	-	2,000	500	1,000	-50%
127-451-22-4553	Advertising & Promotion	748	4,247	6,500	5,500	6,500	0%
		<u>29,154</u>	<u>25,952</u>	<u>30,200</u>	<u>27,700</u>	<u>31,400</u>	<u>4%</u>
SUPPLIES							
127-451-22-4610	Office Supplies	2,206	2,361	2,000	2,000	2,000	0%
127-451-22-4611	Postage	2,381	1,841	1,500	2,000	1,500	0%
127-451-22-4612	Supplies and Equipment	5,050	2,969	2,000	3,000	5,000	150%
127-451-22-4630	Meeting/Appreciation Supp	-	1,707	750	750	750	0%
127-451-22-4661	Uniforms	859	415	-	-	1,000	N/A
127-451-22-4690	Supplies for Resale	4,158	2,827	3,000	4,500	6,100	103%
		<u>14,654</u>	<u>12,120</u>	<u>9,250</u>	<u>12,250</u>	<u>16,350</u>	<u>77%</u>
CAPITAL EQUIPMENT							
127-451-22-4742	Mobile Equipment	24,154	-	-	-	-	N/A
127-451-22-4743	Furniture and Equipment	-	-	15,000	15,000	-	-100%
127-451-22-4744	Computer Equipment	3,617	5,325	12,900	12,900	-	-100%
		<u>27,771</u>	<u>5,325</u>	<u>27,900</u>	<u>27,900</u>	<u>-</u>	<u>-100%</u>

Community Center Fund

Administration

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>SPECIAL PROJECTS</u>							
127-451-22-4825	PROST Master Plan	-	24,449	-	575	-	N/A
127-451-22-4870	COVID Project Expenses	-	35,968	-	-	-	
		-	60,417	-	575	-	N/A
<u>CONTINGENCY</u>							
127-451-22-4850	Contingency	-	-	40,000	40,000	36,330	-9%
127-451-22-4852	COVID Contingency	-	-	-	-	-	
		-	-	40,000	40,000	36,330	-9%
<u>TRANSFERS TO OTHER FUNDS</u>							
127-451-22-4915	Transfer to Debt Service	403,206	718,788	739,200	741,450	742,600	0%
127-451-22-4930	Transfer to Capital Projects	-	-	-	-	-	N/A
127-451-22-4950	Transfer to General Fund	-	6,000	6,000	6,000	6,000	0%
		403,206	724,788	745,200	747,450	748,600	0%
<u>DEBT SERVICE</u>							
127-451-22-4775	Bond Issuance Costs	8,981	-	-	-	-	N/A
127-451-22-4975	Underwriters Discount	395	-	-	-	-	N/A
		9,376	-	-	-	-	N/A
TOTAL EXPENSES		912,340	1,246,554	1,327,525	1,316,125	1,384,605	4%

Community Center Fund

Aquatics

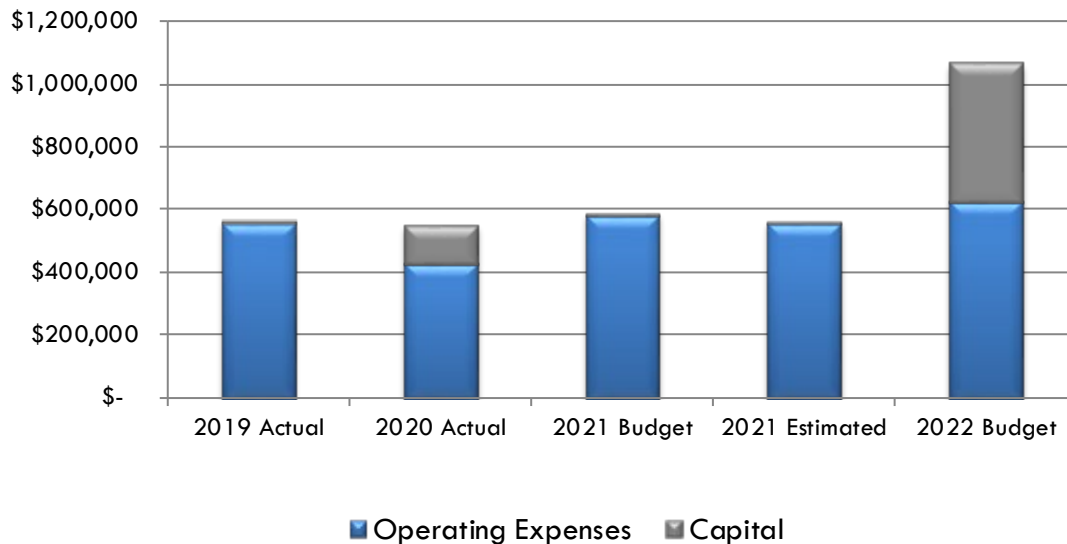
EXPENDITURES

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 436,289	\$ 331,838	\$ 463,650	\$ 438,100	\$ 497,100	7%
Personnel Services, Benefits	63,744	60,554	72,200	72,200	77,825	8%
Purchased Professional Services	7,812	3,183	3,700	3,500	5,300	43%
Purchased Property Services	-	-	-	-	-	N/A
Other Purchased Services	525	600	600	600	600	0%
Supplies	43,998	26,579	36,500	36,870	43,650	20%
Operating Expenses	\$ 552,368	\$ 422,754	\$ 576,650	\$ 551,270	\$ 624,475	8%
Capital	9,029	123,842	9,200	7,000	442,000	4704%
Total Expense	\$ 561,397	\$ 546,596	\$ 585,850	\$ 558,270	\$1,066,475	82%

MISSION

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, youth swim conditioning/swim team, diving, and general open swim.

Budget History



Community Center Fund

Aquatics

RESPONSIBILITIES

- Provide programming and general open swim to meet the physical, social and mental needs of our community.
- Track trends within swimming lessons, water aerobics and leisure/completive swimming and adjust programming and scheduling to meet demands.
- Hire and train new lifeguards and water safety instructors per Red Cross standards.
- Provide in-services and customer service trainings throughout the year for lifeguards and water safety instructors.
- Schedule staff as efficiently as possible without sacrificing safety.
- Inspect facilities and equipment. Ensure conditions are proper for safe and efficient use. Maintain safety reports.
- Check and record chemical levels, monitor and maintain filtration equipment, maintain water quality and meet health code standards.
- Perform and evaluate effective cleaning practices and preventive maintenance.

PRIOR YEAR ACCOMPLISHMENTS

- With Covid restrictions in place at the beginning of the year we got off to a slow start with swim lesson registrations. However, by Summer, swim lessons took off and we had the best group swim lesson numbers with 754 registrations which topped our previous best summer of 693 registrations in 2017.
- 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 2021. Preventive lifeguarding techniques were continually refined and practiced in order to keep our facility safe.
- Multiple staff CPR/FA, and Lifeguard certifications were updated and renewed. Several dry-land as well as in water certification classes were completed before the community center reopened. We have hired several new lifeguards and promoted current lifeguards to the manager position.
- We had a leak in the outdoor pool when filled prior to the summer season. The leak was determined to be in the fill line and we were able to isolate and cap the leak.
- New VGB compliant drain covers were installed in the outdoor pool and hot tub. Drain covers need to be replaced every 10 years.
- A new ADA chair was installed in the outdoor pool replacing a unit that was 10 years old.

Community Center Fund

Aquatics

- 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.

GOALS

- Take a proactive approach to marketing and increasing program revenue as well as daily visit attendance.
- Reduce closures/Aquatic Fecal Releases (AFR) of pool.

PERFORMANCE MEASURES

- Increase pool usage and program participation to pre-COVID numbers through community messaging, marketing, and using tools such as peach jar, Facebook and reaching out to groups that have the target audience we are looking for (ex. home school groups, church groups, Fit4mom /Stroller striders).
- Create new material to educate patrons on AFR's via signage, social media, and personal interaction with patrons. In addition, provide four training opportunities such as CPO/ AFO classes or webinars on pool water chemistry to pool managers.

BUDGET HIGHLIGHTS

- Restored budget line items that were reduced in 2020 due to expected revenue loss during the pandemic.
- Capital expenses of \$442,000 for 2022 include the following:
 - DE Pool Filter for Indoor Pool - \$300,000
 - Perimeter Deck Drains – Indoor Pool - \$65,000
 - Indoor Pool UV System - \$40,000
 - Hot Tub UV System - \$30,000
 - Climbing Wall Panels - \$7,000

Community Center Fund

Aquatics

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-23-4111	Salaries, Full time	77,027	91,410	95,450	95,450	97,600	2%
127-451-23-4120	Part Time	349,477	238,734	359,000	335,000	387,000	8%
127-451-23-4125	Contract Labor	-	-	-	1,650	2,000	N/A
127-451-23-4130	Overtime	9,785	1,694	9,200	6,000	10,500	14%
		436,289	331,838	463,650	438,100	497,100	7%
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-23-4210	Health Insurance	14,406	16,915	18,400	18,400	19,200	4%
127-451-23-4220	FICA Payroll Expense	27,295	20,655	28,800	28,800	30,700	7%
127-451-23-4221	Medicare Payroll Expense	6,383	4,831	6,750	6,750	7,200	7%
127-451-23-4230	Retirement Contribution	3,466	4,100	4,300	4,300	4,400	2%
127-451-23-4250	Unemployment Insurance	1,319	999	1,400	1,400	1,500	7%
127-451-23-4260	Workers Comp Insurance	10,875	13,054	12,550	12,550	14,825	18%
		63,744	60,554	72,200	72,200	77,825	8%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-23-4310	Professional Development	4,806	328	100	300	1,700	1600%
127-451-23-4314	Red Cross Certifications	2,851	2,705	3,000	3,100	3,000	0%
127-451-23-4345	Background Investigations	155	150	600	100	600	0%
		7,812	3,183	3,700	3,500	5,300	43%
<u>PURCHASED PROPERTY SERVICES</u>							
127-451-23-4423	Pool Repair and Maintenance	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>OTHER PURCHASED SERVICES</u>							
127-451-23-4530	Telephone	525	600	600	600	600	0%
127-451-23-4553	Advertising	-	-	-	-	-	N/A
		525	600	600	600	600	0%
<u>SUPPLIES</u>							
127-451-23-4610	Office Supplies	86	-	-	-	-	N/A
127-451-23-4612	Supplies and Equipment	5,071	3,119	3,500	3,500	5,500	57%
127-451-23-4616	Chemicals	36,956	21,811	30,000	30,000	34,650	16%
127-451-23-4630	Meeting/Appreciation Supplie	-	323	500	500	500	0%
127-451-23-4661	Uniforms	1,885	968	500	670	1,000	100%
127-451-23-4662	Safety Equipment	-	358	2,000	2,200	2,000	0%
		43,998	26,579	36,500	36,870	43,650	20%
<u>CAPITAL EQUIPMENT</u>							
127-451-23-4743	Furniture and Equipment	9,029	123,842	9,200	7,000	442,000	4704%
		9,029	123,842	9,200	7,000	442,000	4704%
TOTAL EXPENSES		561,397	546,596	585,850	558,270	1,066,475	82%

Community Center Fund

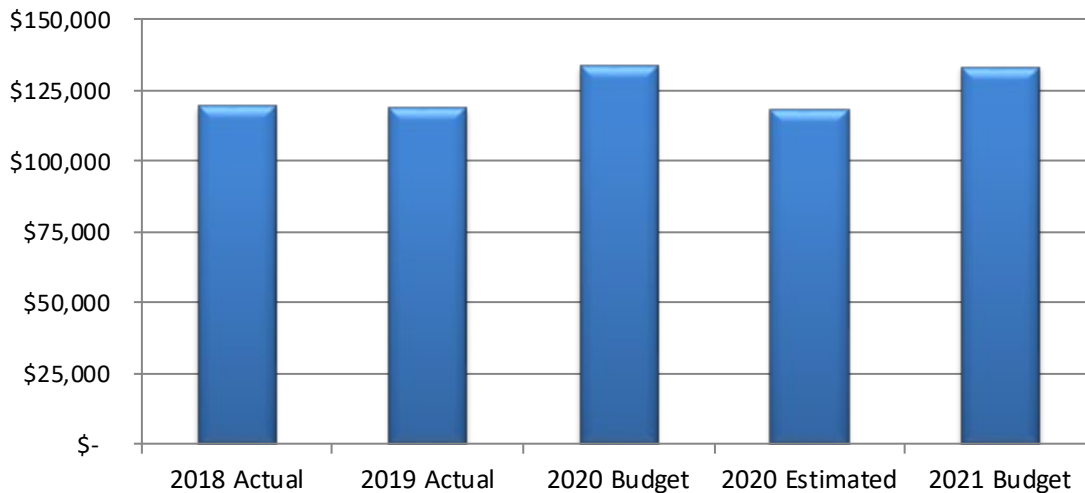
Youth Activities

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 74,846	\$ 70,880	\$ 82,850	\$ 73,500	\$ 88,175	6%
Personnel Services, Benefits	20,709	29,886	32,450	32,450	33,850	4%
Purchased Professional Services	8,977	2,048	4,450	3,350	7,700	73%
Other Purchased Services	2,694	300	3,500	300	3,500	0%
Supplies	11,157	4,727	9,800	1,800	12,500	28%
Operating Expenses	\$ 118,383	\$ 107,841	\$ 133,050	\$ 111,400	\$ 145,725	10%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 118,383	\$ 107,841	\$ 133,050	\$ 111,400	\$ 145,725	10%

MISSION

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

RESPONSIBILITIES

- 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.
- Provide a safe and welcoming atmosphere for participants.
- Promote programs using e-blasts, social media, flyers, the activity guide, Peachjar, and other emerging strategies.

PRIOR YEAR ACCOMPLISHMENTS

- 2021 was another successful year for the DinoMites Summer Camp. DinoMites was able to accept 45 children (site at Shelledy) the first 6 weeks and 30 children (site at The FCC) the last two weeks which is the max capacities for Summer Camp. Enrollment was full most of the summer. Staff were required to wear masks inside if not vaccinated and masks were recommended for children but not required. Each week included activities, crafts, science experiments, swimming, and a walking field trip. All travel was cancelled due to COVID-19. A new registration process was implemented in 2021 for DinoMites. Parents now register through RecTrac and a link to CampDoc is sent to their email to fill out all registration paperwork online. This new process provides a much smoother way to manage edits and all paperwork required by the State of Colorado Health Department. It also gives DinoMites the ability to send out mass emergency texts and/or emails to parents in the event of a disaster/emergency. The billing process was also changed to help accommodate parents who cannot pay for the entire summer up front. Billing occurred weekly on Mondays to lessen the burden on parents and the camp director. These new registration and billing processes proved to work very smooth. DinoMites Summer Camp brought in a revenue of \$32,700 and after cost recovery (staffing & supplies) DinoMites came out with a profit of \$11,575. 2021 was also the second year of holding DinoMites through the COVID-19 pandemic with no outbreaks.
- DinoMites Days-Off Camp is designed for parents who need care for their children for days local schools are not in session during the school year. The cost is \$30 (\$40 day of registration) a day for participants. Due to COVID-19 the enrollment numbers for Days Off were extremely low or sometimes at zero, so we cancelled many days off. However, increased marketing was implemented which increased the numbers in the latter part of the year. Lastly, in March 2021 DinoMites received a zero-violation health inspection for the first time in the history of the program.
- 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. Unfortunately, due to COVID-19 restrictions, Night at the FCC was cancelled in January & March 2021 but will resume in September.
- New in spring/summer 2021 was the Art Classes with BanjoCat LLC and those took off with great opening numbers. For the Spring, we offered a six-week session with the option of

Community Center Fund

Youth Activities

only signing up for one at a time or the whole six weeks. For Summer, we offered week-long camps that took place Monday-Thursday for two and a half hours a day. We had 188 youth register for classes beginning in April and ending in July.

GOALS

- Continuously offer programs that the Fruita youth is currently interested in. For example, Spikeball, family game nights and movie nights. These are just a few of the things the Fruita youth have stated they want and need.

PERFORMANCE MEASURES

- Offer a variety of consistent programs and activities utilizing Fruita Youth Action Council's suggestions as well as the youth survey data from the PHROST master plan.

BUDGET HIGHLIGHTS

- Restored budget line items that were reduced in 2020 due to expected revenue loss during the pandemic.
- \$3,000 was added to Contract Labor to pay the new art instructor
- \$2,700 was added to Supplies and Equipment

Community Center Fund

Youth Activities

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-24-4111	Salaries, Administrative	37,076	43,930	44,500	44,500	45,475	2%
127-451-24-4120	Part Time	37,579	26,950	37,800	25,000	38,150	1%
127-451-24-4125	Contract Labor	-	-	-	4,000	4,000	N/A
127-451-24-4130	Overtime	191	-	550	-	550	0%
		74,846	70,880	82,850	73,500	88,175	6%
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-24-4210	Health Insurance	11,083	19,944	21,600	21,600	22,500	4%
127-451-24-4220	FICA Payroll Expense	4,526	4,341	5,150	5,150	5,250	2%
127-451-24-4221	Medicare Payroll Expense	1,058	1,015	1,200	1,200	1,225	2%
127-451-24-4230	Retirement Contribution	1,669	1,970	2,000	2,000	2,050	2%
127-451-24-4250	Unemployment Insurance	221	210	250	250	275	10%
127-451-24-4260	Workers Comp Insurance	2,152	2,406	2,250	2,250	2,550	13%
		20,709	29,886	32,450	32,450	33,850	4%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-24-4310	Professional Development	2,176	923	750	850	2,100	180%
127-451-24-4345	Background Investigations	390	437	600	500	600	0%
127-451-24-4350	Entertainment	6,411	688	3,100	2,000	5,000	61%
		8,977	2,048	4,450	3,350	7,700	73%
<u>OTHER PURCHASED SERVICES</u>							
127-451-24-4530	Telephone	-	300	300	300	300	0%
127-451-24-4580	Travel Activities	2,694	-	3,200	-	3,200	0%
		2,694	300	3,500	300	3,500	0%
<u>SUPPLIES</u>							
127-451-24-4612	Supplies and Equipment	11,157	4,727	9,500	1,500	12,200	28%
127-451-24-4630	Meeting/Appreciation Supplies	-	-	300	300	300	0%
		11,157	4,727	9,800	1,800	12,500	28%
TOTAL EXPENSES		118,383	107,841	133,050	111,400	145,725	10%

Community Center Fund

Athletics

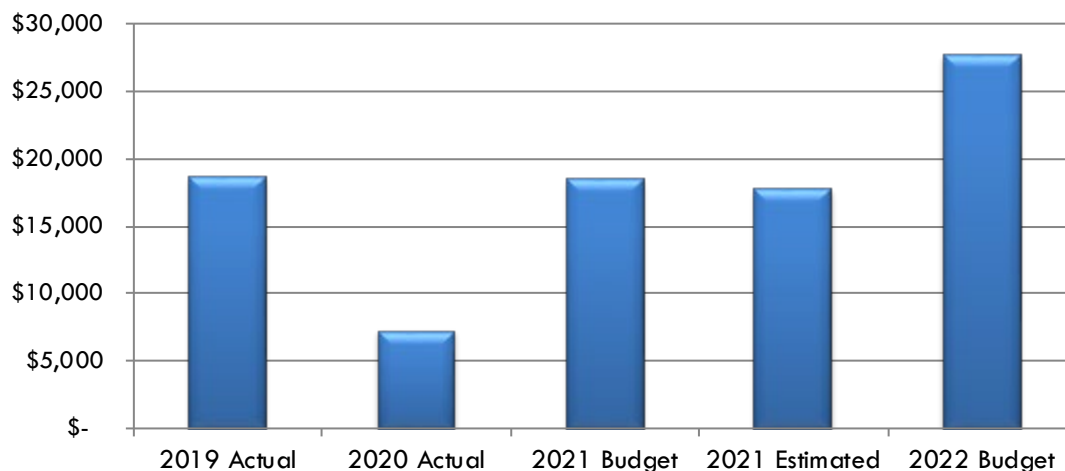
EXPENDITURES

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 15,132	\$ 4,255	\$ 14,250	\$ 14,250	\$ 20,025	41%
Personnel Services, Benefits	574	230	1,150	1,150	1,475	28%
Purchased Professional Services	-	305	250	100	600	140%
Other Purchased Services	-	-	-	-	250	N/A
Supplies	2,927	2,353	2,800	2,200	5,300	89%
Operating Expenses	\$ 18,633	\$ 7,143	\$ 18,450	\$ 17,700	\$ 27,650	50%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 18,633	\$ 7,143	\$ 18,450	\$ 17,700	\$ 27,650	50%

MISSION

Athletic Programs provide the Fruita community with local, economical, organized sports opportunities at the Fruita Community Center 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. The purpose is to provide Athletic Programs that get the Fruita community involved in enjoyable, quality activities that promote overall health and well-being while bringing a community together to create lasting relationships.

Budget History



Community Center Fund

Athletics

RESPONSIBILITIES

- 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.
- 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 safety and the needs of participants, parents, and families are being met.

PRIOR YEAR ACCOMPLISHMENTS

Beginning the year still in a pandemic, it was difficult to have activities and programs for the community. One such casualty was youth volleyball. Once I was able to pass that threshold, I was able to provide most of our normal programs. I was able to offer junior jammers and peewee soccer in the Summer, which I believe gave that age range more options. Athletics also explored doing more outdoor activities like fishing and hiking. I was able to bring in a new program in cornhole. This seemed to be a big hit, and I will continue to offer it on the future.

ATHLETIC PROGRAM REGISTRATIONS

	Season	2016	2017	2018	2019	2020	2021
Pee Wee Soccer Spring	Spr/Sum	38	27	22	30	n/a	18
Pee Wee Soccer Fall/Summer	Fall	20	23	26	29	TBD	25
Youth Volleyball	Winter	89	114	115	104	70	n/a
Junior Jammers	Wint/Spr	16	12	27	40	37	46
Basketball Skills Camp/Clinics	All	70	93	77	175	61	0
Adult Basketball	All		14	14	14	n/a	9
Adult Co-Ed Volleyball	Spr/Fall	14	13	16	15	n/a	TBD
Speed and Agility Camp	All				52	11	15

GOALS

- Evaluate all athletic and activities programs currently offered as well as new programs to ensure we are meeting the needs of the community by utilizing program evaluations.

Community Center Fund

Athletics

PERFORMANCE MEASURES

- Ensure that the Fruita Parks and Rec are offering popular activities. Look at programs that continue to have low enrollments and consider replacing them with more of a trending activity. I.E. Fishing, rock climbing, skiing, etc.

BUDGET HIGHLIGHTS

- Restored budget line items that were reduced in 2021 due to expected revenue loss during the pandemic.
- Increased Contract Labor by \$3,000 for Attack Basketball Camp.

Community Center Fund

Athletics

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-25-4111	Salaries, Administrative	(83)	-	-	-	-	N/A
127-451-25-4120	Part Time	7,307	2,862	10,250	10,250	13,025	27%
127-451-25-4120	Contract Labor	7,908	1,393	4,000	4,000	7,000	75%
127-451-25-4130	Overtime	-	-	-	-	-	N/A
		15,132	4,255	14,250	14,250	20,025	41%
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-25-4210	Health Insurance	-	-	-	-	-	N/A
127-451-25-4220	FICA Payroll Expense	451	179	650	650	825	27%
127-451-24-4221	Medicare Payroll Expense	105	42	150	150	200	33%
127-451-25-4230	Retirement Contribution	(4)	-	-	-	-	N/A
127-451-25-4250	Unemployment Insurance	22	9	50	50	50	0%
127-451-25-4260	Workers Comp Insurance	-	-	300	300	400	33%
		574	230	1,150	1,150	1,475	28%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-25-4310	Professional Development	-	-	-	-	100	N/A
127-451-25-4345	Background Investigations	-	305	250	100	500	100%
127-451-25-4350	Entertainment	-	-	-	-	-	N/A
		-	305	250	100	600	140%
<u>OTHER PURCHASED SERVICES</u>							
127-451-25-4553	Advertising	-	-	-	-	250	N/A
		-	-	-	-	250	N/A
<u>SUPPLIES</u>							
127-451-25-4612	Supplies and Equipment	2,927	2,288	2,500	2,000	5,000	100%
127-451-25-4630	Meeting/Appreciation Supplies	-	65	300	200	300	0%
		2,927	2,353	2,800	2,200	5,300	89%
<u>CAPITAL</u>							
127-451-25-4743	Furniture and Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENSES		18,633	7,143	18,450	17,700	27,650	50%

Community Center Fund

Child Care

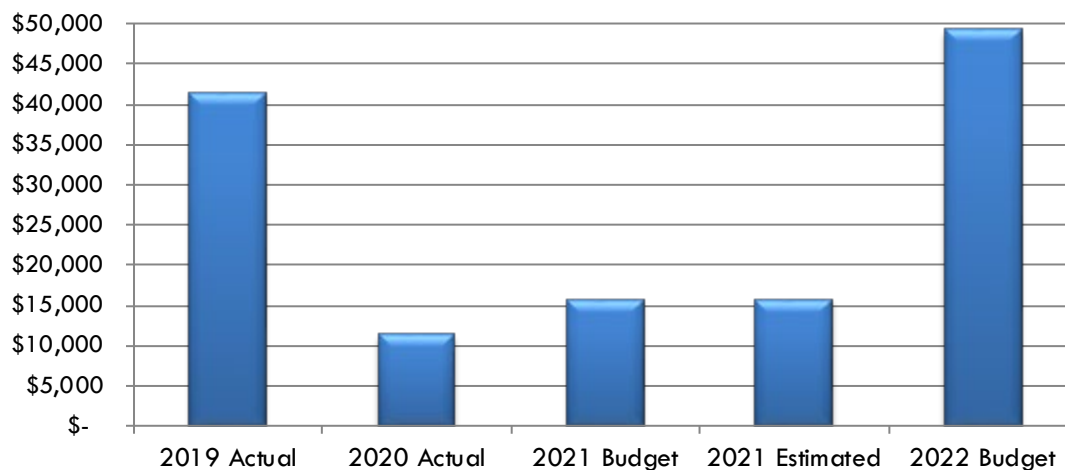
EXPENDITURES

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 36,720	\$ 10,234	\$ 14,100	\$ 14,100	\$ 43,925	212%
Personnel Services, Benefits	3,178	979	1,300	1,300	3,775	190%
Purchased Professional Services	372	30	100	100	300	200%
Supplies	1,165	66	200	200	1,250	525%
Operating Expenses	\$ 41,435	\$ 11,309	\$ 15,700	\$ 15,700	\$ 49,250	214%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 41,435	\$ 11,309	\$ 15,700	\$ 15,700	\$ 49,250	214%

MISSION

Child Care, aka RecRat Room, is responsible for caring for children while their parent or guardian uses the Fruita Community Center. While this program 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.

Budget History



RESPONSIBILITIES

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 and ensuring all toys and surfaces are cleaned daily.

- Provide drop-in non-licensed day care for ages 6 months to 9 years.
- Maintain policies and procedures to ensure safety, especially check-in / check-out

Community Center Fund

Child Care

procedures, and food / allergy policies.

- Work alongside front desk staff to provide extended service as needed.

PRIOR YEAR ACCOMPLISHMENTS

Due to public demand, RecRats opened for morning hours on June 1st, 2021. Previously budgeted to open August 9th, 2021. RecRats evening hours opened August 9th, 2021. Weekend is closed until more demand.

- 15–20-hour punch cards have been purchased for the 2 months Recrats has been open.
- 8–40-hour punch cards have been purchases for the 2 months RecRats has been open.
- 2-1/2-hour drop in increments sold for the 2 months RecRats has been open.
- 9-1- hour drop in increments sold for the 2 months RecRats has been open.

GOALS

- Ensure a safe and encouraging environment for children while they are placed in childcare. File incident reports for any injuries and documenting behavioral issues. Communicating with parents and guardians if any problems should take place.
- Keep a clean and sanitized childcare center. Creating schedules for employees to clean toys and surfaces.
- Have all staff become mandatory reporters.

PERFORMANCE MEASURES

- Provide staff training for incident reports. Also, staff training on how and when to talk to parents about behavioral issues. Striving to have a safe environment with zero incident reports.
- Create comprehensive daily, weekly, and monthly schedules for cleaning and sanitizing surfaces and toys.
- Staff will complete the PDIS mandatory reporter training.

BUDGET HIGHLIGHTS

- Restored budget line items that were reduced in 2020 due to expected revenue loss during the pandemic.

Community Center Fund

Child Care

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-26-4111	Salaries, Administrative	-	-	-	-	-	N/A
127-451-26-4120	Part Time	35,700	10,018	14,100	14,100	42,500	201%
127-451-26-4130	Overtime	1,020	216	-	-	1,425	N/A
		36,720	10,234	14,100	14,100	43,925	212%
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-26-4210	Health Insurance	-	-	-	-	-	N/A
127-451-26-4220	FICA Payroll Expense	2,351	645	900	900	2,725	203%
127-451-26-4221	Medicare Payroll Expense	550	151	250	250	650	160%
127-451-26-4230	Retirement Contribution	-	-	-	-	-	N/A
127-451-26-4250	Unemployment Insurance	113	31	50	50	150	200%
127-451-26-4260	Workers Comp Insurance	164	152	100	100	250	150%
		3,178	979	1,300	1,300	3,775	190%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-26-4310	Professional Development	225	30	-	-	200	N/A
127-451-26-4345	Background Investigations	147	-	100	100	100	0%
		372	30	100	100	300	200%
<u>SUPPLIES</u>							
127-451-26-4610	Office Supplies	6	-	-	-	-	N/A
127-451-26-4612	Supplies and Equipment	909	66	200	200	1,000	400%
127-451-26-4661	Uniforms	250	-	-	-	250	N/A
		1,165	66	200	200	1,250	525%
TOTAL EXPENSES		41,435	11,309	15,700	15,700	49,250	214%

Community Center Fund

Fitness/Wellness Programs

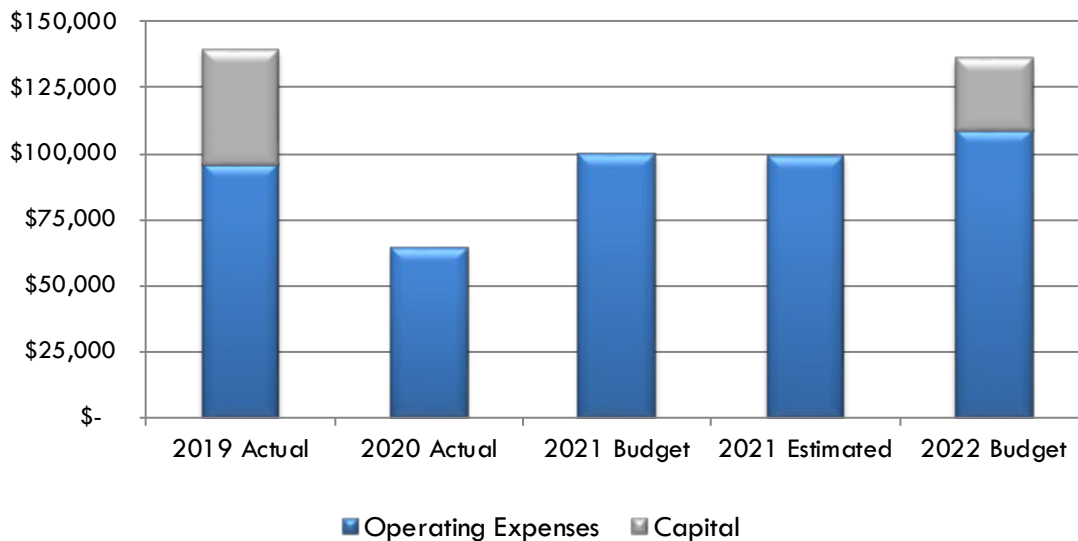
EXPENDITURES

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 84,670	\$ 55,348	\$ 89,700	\$ 90,100	\$ 94,800	6%
Personnel Services, Benefits	5,927	5,153	5,700	5,700	6,925	21%
Purchased Professional Services	2,564	1,318	1,700	300	2,500	47%
Other Purchased Services	138	150	150	150	150	0%
Supplies	2,637	1,893	2,100	2,600	4,400	110%
Operating Expenses	\$ 95,936	\$ 63,862	\$ 99,350	\$ 98,850	\$ 108,775	9%
Capital	43,255	-	-	-	27,050	N/A
Total Expense	\$ 139,191	\$ 63,862	\$ 99,350	\$ 98,850	\$ 135,825	37%

MISSION

Fitness and Wellness programs help to increase the physical, emotional and mental health of the Fruita community. The goals are to provide safe, effective, and affordable fitness programs, such as group fitness classes, 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

RESPONSIBILITIES

- Retain and recruit experienced instructors to provide high-quality classes to patrons.
- Offer fitness classes and programs that the community wants. Monitor classes and programs to ensure that they are desired and not placing patrons at risk.
- Monitor all equipment within the fitness/wellness areas to make certain that it is mechanically safe and is being used in a safe manner. Purchase equipment or repair as needed based on community needs and emerging trends. 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 Coordinator, Silver Sneakers and Silver & Fit programmers to offer classes for the senior population that align with program requirements.
- 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.

PRIOR YEAR ACCOMPLISHMENTS

- 2021 attendance numbers were up from 2020 fitness classes prior to the FCC closure due to the pandemic.
- The addition of certified Silver Sneakers instructors led to increased class offerings.
- Due to the pandemic, January – May, 6 feet social distance restrictions, classes were held on the basketball courts and outside. All equipment was able to move back to its original place prior to COVID in June.
- A quarterly maintenance schedule with Mountain Fitness Services to clean, repair and check all fitness equipment regularly has continued.

GOALS

- Per the PHROST Master plan, the public has a desire for an Increase in Fitness and Wellness programs.

Community Center Fund

Fitness/Wellness Programs

PERFORMANCE MEASURES

- Work to increase current Fitness class weekly offerings. Continue to evaluate current offerings and look to better promote what we do have to increase awareness. Listen to the public on what new offerings they would like to see and find a way to offer while working within our current budget parameters.

BUDGET HIGHLIGHTS

- Restored budget line items that were reduced in 2020 due to expected revenue loss during the pandemic.
- Capital Equipment is budgeted at \$27,050, which includes the following pieces of fitness equipment:
 - Stairmaster - \$9,600
 - The Stairmaster is a replacement of an existing piece of equipment.
 - Free Motion Coach Bike - \$5,300
 - A new piece of equipment, the Free Motion Coach Bike is a virtual lead bike that keeps riders engaged.
 - Hip Abductor - \$4,050
 - A new piece of equipment to the Fruita Community Center, meant to supplement existing exercise machines.
 - Indoor Cycle Bikes - \$8,100
 - Five bikes that are scheduled to be replaced.

Community Center Fund

Fitness/Wellness Programs

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-27-4111	Salaries, Administrative	-	-	-	-	-	N/A
127-451-27-4120	Part Time	53,974	45,803	52,200	52,200	62,300	19%
127-451-27-4125	Contract Labor	29,638	9,324	37,500	37,500	32,500	-13%
127-451-27-4130	Overtime	1,058	221	-	400	-	N/A
		84,670	55,348	89,700	90,100	94,800	6%
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-27-4210	Health Insurance	-	-	-	-	-	N/A
127-451-27-4220	FICA Payroll Expense	3,712	2,975	3,250	3,250	3,900	20%
127-451-27-4221	Medicare Payroll Expense	868	696	800	800	925	16%
127-451-27-4230	Retirement Contribution	-	-	-	-	-	N/A
127-451-27-4250	Unemployment Insurance	177	144	200	200	200	0%
127-451-27-4260	Workers Comp Insurance	1,170	1,338	1,450	1,450	1,900	31%
		5,927	5,153	5,700	5,700	6,925	21%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-27-4310	Professional Development	2,338	1,292	1,400	150	2,200	57%
127-451-27-4345	Background Investigations	226	26	300	150	300	0%
		2,564	1,318	1,700	300	2,500	47%
<u>OTHER PURCHASED SERVICES</u>							
127-451-27-4530	Telephone	138	150	150	150	150	0%
		138	150	150	150	150	0%
<u>SUPPLIES</u>							
127-451-27-4610	Office Supplies	-	-	-	-	-	N/A
127-451-27-4612	Supplies and Equipment	2,364	1,807	2,000	2,500	4,000	100%
127451-27-4630	Meeting/Appreciation Supplies	-	86	100	100	100	0%
127-451-27-4661	Uniforms	273	-	-	-	300	N/A
		2,637	1,893	2,100	2,600	4,400	110%
<u>CAPITAL EQUIPMENT</u>							
127-451-27-4743	Furniture and Equipment	43,255	-	-	-	27,050	N/A
		43,255	-	-	-	27,050	N/A
TOTAL EXPENSES		139,191	63,862	99,350	98,850	135,825	37%

Community Center Fund

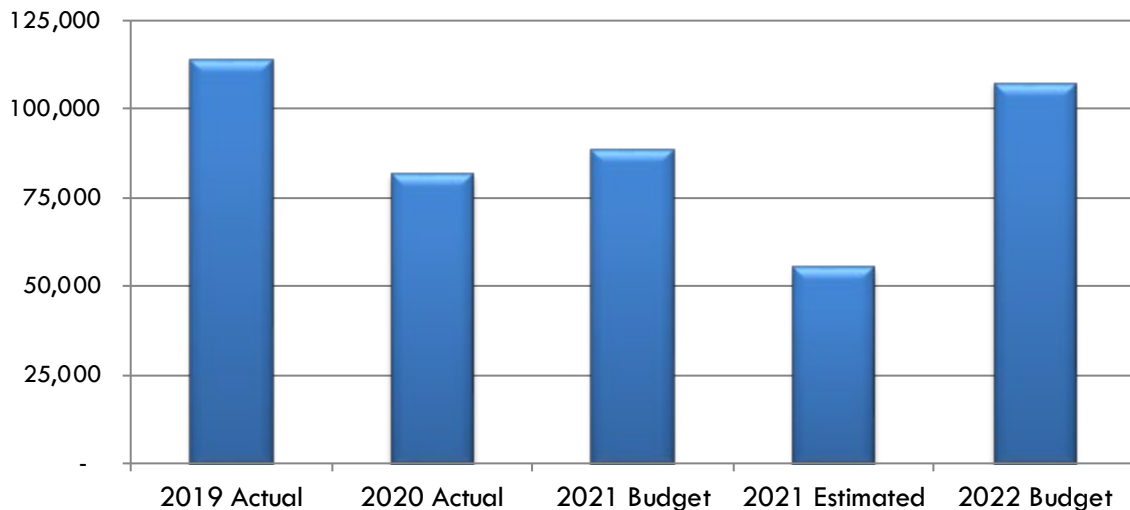
Senior Programs

<u>EXPENDITURES</u>	2019	2020	2021	2021	2022	%
	Actual	Actual	Budget	Estimated	Budget	Chg.
Personnel Services, Salaries	\$ 55,103	\$ 48,870	\$ 51,050	\$ 33,000	\$ 56,400	10%
Personnel Services, Benefits	26,138	27,220	29,275	21,175	30,700	5%
Purchased Professional Services	2,294	155	1,200	125	2,900	142%
Purchased Property Services	-	-	-	-	-	N/A
Other Purchased Services	23,502	3,590	4,450	450	14,650	229%
Supplies	6,912	1,635	2,600	200	2,600	0%
Operating Expenses	\$ 113,949	\$ 81,470	\$ 88,575	\$ 54,950	\$ 107,250	21%
Capital	-	-	-	-	-	N/A
Total Expense	\$ 113,949	\$ 81,470	\$ 88,575	\$ 54,950	\$ 107,250	21%

MISSION

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

RESPONSIBILITIES

- Provide opportunities for seniors by offering diverse programs focusing on the varied interests, income, and physical abilities of seniors within the community.
- Ensure Senior Center is welcoming site where seniors can congregate and obtain information on community activities and resources.
- Ensure that programs and activities are cost-effective and affordable for seniors.
- Work with Silver Sneakers/Silver and Fit staff to offer classes and social opportunities for the senior community to stay fit and active.

PRIOR YEAR ACCOMPLISHMENTS

- The Pandemic has hit the Senior Services division hard as we have not been able to offer meaningful program in well over a year. The Springtime we were able to offer Senior Hikes to get the seniors outside but was unable to continue when the Senior Services Coordinator resigned. The position was vacant for 3 months.
- The Senior Center finally opened the first week of June and we have had some usage.
- As of now, there is no timetable as to when Gray Gourmet will resume its lunch program at the Fruita Community Center however the Senior Potlucks will look to resume in October.

GOALS

- As per the PHROST Master Plan, the Seniors want more Fitness & Wellness opportunities.

PERFORMANCE MEASURES

- Continue to evaluate current offerings and look to better promote what we do have to increase awareness. Listen to the Seniors on what new offerings they would like to see and find a way to offer while working within our current budget parameters. When programming does come back, find ways to incorporate fitness into all programs and trips.

BUDGET HIGHLIGHTS

- Restored budget line items that were reduced in 2020 due to expected revenue loss during the pandemic.

Community Center Fund

Senior Programs

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-28-4111	Salaries, Administrative	45,052	46,506	47,150	33,000	44,400	-6%
127-451-28-4120	Part Time	9,919	2,364	3,900	-	11,800	203%
127-451-28-4125	Contract Labor	-	-	-	-	-	N/A
127-451-28-4130	Overtime	132	-	-	-	-	N/A
		55,103	48,870	51,050	33,000	56,200	10%
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-28-4210	Health Insurance	18,565	19,944	21,600	15,000	22,500	4%
127-451-28-4220	FICA Payroll Expense	3,313	2,891	3,200	2,500	3,500	9%
127-451-28-4221	Medicare Payroll Expense	775	676	750	600	825	10%
127-451-28-4230	Retirement Contribution	2,028	2,086	2,150	1,500	2,000	-7%
127-451-28-4250	Unemployment Insurance	161	139	175	175	175	0%
127-451-28-4260	Workers Comp Insurance	1,296	1,484	1,400	1,400	1,700	21%
		26,138	27,220	29,275	21,175	30,700	5%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-28-4310	Professional Development	962	103	100	125	800	700%
127-451-28-4345	Background Investigations	95	52	100	-	100	0%
127-451-28-4350	Entertainment	1,237	-	1,000	-	2,000	100%
		2,294	155	1,200	125	2,900	142%
<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	450	300	300	-33%
127-451-28-4553	Advertising	480	480	-	-	-	N/A
127-451-28-4580	Senior Travel Activities	22,722	2,810	4,000	150	14,350	259%
		23,502	3,590	4,450	450	14,650	229%
<u>SUPPLIES</u>							
127-451-28-4612	Supplies and Equipment	6,912	1,566	2,500	100	2,500	0%
127-451-28-4630	Meeting/Appreciation Supplie	-	69	100	100	100	0%
127-451-28-4680	Refunds	-	-	-	-	-	N/A
		6,912	1,635	2,600	200	2,600	0%
<u>CAPITAL EQUIPMENT</u>							
127-451-28-4743	Furniture and Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL EXPENSES		113,949	81,470	88,575	54,950	107,050	21%

Community Center Fund

Special Events

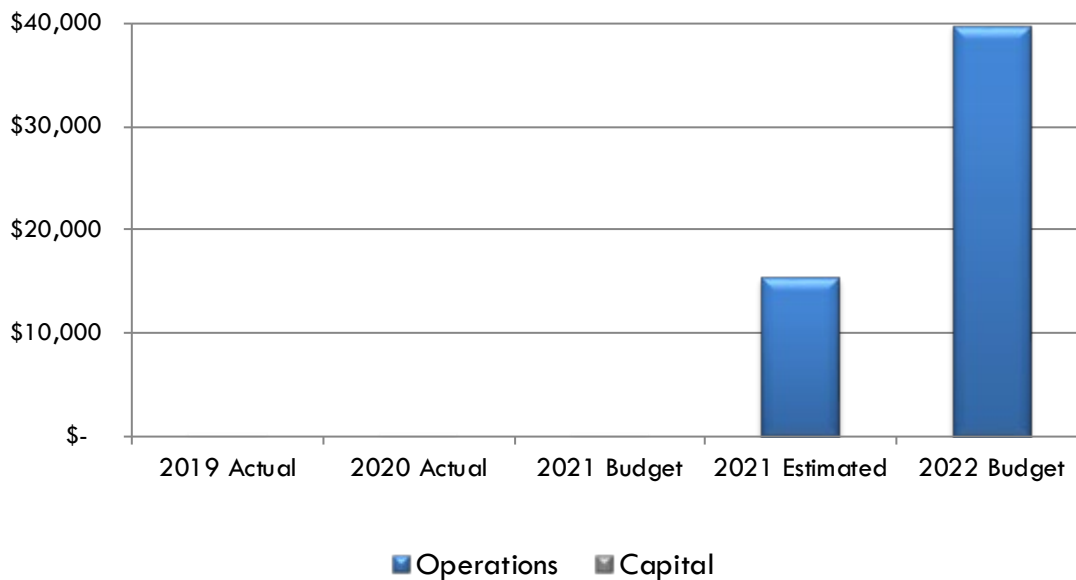
EXPENDITURES	2019	2020	2021	2021	2022	%
	Actual	Actual	Budget	Estimated	Budget	Chg.
Personnel Services, Salaries	\$ -	\$ -	\$ -	\$ 11,300	\$ 22,250	N/A
Personnel Services, Benefits	-	-	-	3,730	14,750	N/A
Purchased Professional Services	-	-	-	-	500	N/A
Purchased Property Services	-	-	-	-	-	N/A
Other Purchased Services	-	-	-	150	150	N/A
Supplies	-	-	-	-	2,000	N/A
Operating Expenses	\$ -	\$ -	\$ -	\$ 15,180	\$ 39,650	N/A
Capital	-	-	-	-	-	N/A
Total Expense	\$ -	\$ -	\$ -	\$ 15,180	\$ 39,650	N/A

MISSION

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 at the Fruita Community Center include the Art Stroll at the Evening of Art, Easter Egg Scramble and Cookies and Clause.

The Fruita Community Center also hosts other 3rd party events such as the 9 Health Fair, Rimrock Marathon Finish line, Fruita Area Chamber of Commerce Annual Dinner, Dog Dayz, Night at the FCC and the Holiday Arts and Crafts Fair.

Budget History



Community Center Fund

Special Events

RESPONSIBILITIES

- Provide high quality free and low-cost activities and Special Events throughout the year that bring the community together.

PRIOR YEAR ACCOMPLISHMENTS

- With the addition of a Special Events Coordinator at the end of the year in 2021, this will be new to the 2022 budget.

GOALS

- Evaluate overall city expenses for special events and determine how we can start to recover some of these hidden costs.

PERFORMANCE MEASURES

- Track expenditures for both salaries and equipment using GL task codes for all special events to find overall city expense per event. Survey other city agencies to see what they charge for events and look to make fee changes during budget season for 2023.

BUDGET HIGHLIGHTS

- This program is new to the Fruita Community Center, and personnel costs are split evenly between the General Fund and the Fruita Community Center.

Community Center Fund

Special Events

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-29-4111	Salaries, Administrative	-	-	-	11,300	22,250	N/A
127-451-29-4120	Part Time	-	-	-	-	-	N/A
127-451-29-4125	Contract Labor	-	-	-	-	-	N/A
127-451-29-4130	Overtime	-	-	-	-	-	N/A
					11,300	22,250	N/A
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-29-4210	Health Insurance	-	-	-	3,180	11,250	N/A
127-451-29-4220	FICA Payroll Expense	-	-	-	100	1,400	N/A
127-451-29-4221	Medicare Payroll Expense	-	-	-	50	325	N/A
127-451-29-4230	Retirement Contribution	-	-	-	250	1,025	N/A
127-451-29-4250	Unemployment Insurance	-	-	-	50	75	N/A
127-451-29-4260	Workers Comp Insurance	-	-	-	100	675	N/A
					3,730	14,750	N/A
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-29-4310	Professional Development	-	-	-	-	400	N/A
127-451-29-4345	Background Investigations	-	-	-	-	100	N/A
127-451-29-4350	Entertainment	-	-	-	-	-	N/A
						500	N/A
<u>PURCHASED PROPERTY SERVICES</u>							
127-451-29-4441	Facility Rentals	-	-	-	-	-	N/A
						-	N/A
<u>OTHER PURCHASED SERVICES</u>							
127-451-29-4530	Telephone	-	-	-	150	150	N/A
127-451-29-4553	Advertising	-	-	-	-	-	N/A
					150	150	N/A
<u>SUPPLIES</u>							
127-451-28-4612	Supplies and Equipment	-	-	-	-	2,000	N/A
127-451-28-4630	Meeting/Appreciation Supplies	-	-	-	-	-	N/A
						2,000	N/A
<u>CAPITAL EQUIPMENT</u>							
127-451-28-4743	Furniture and Equipment	-	-	-	-	-	N/A
						-	N/A
TOTAL EXPENSES		-	-	-	15,180	39,650	N/A

Community Center Fund

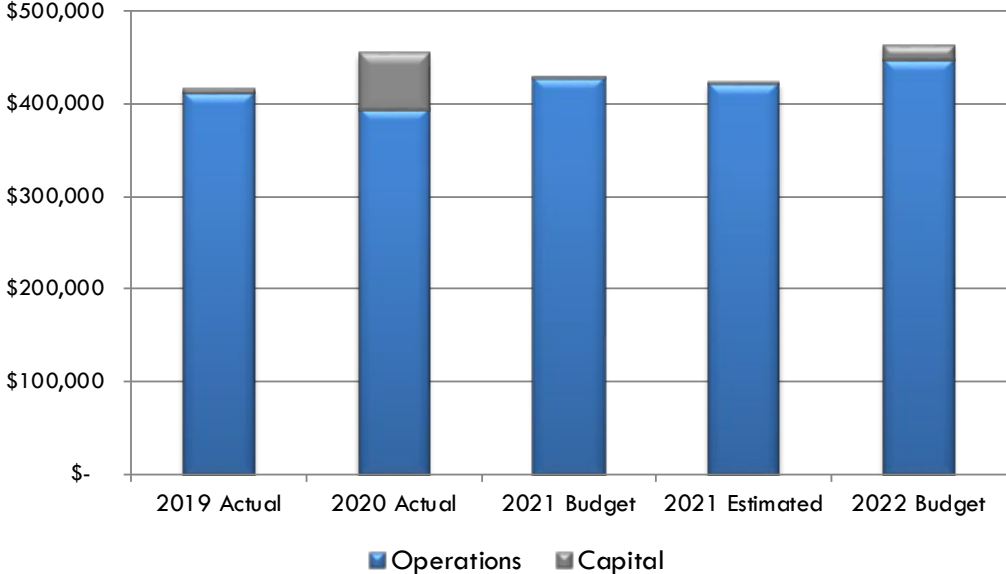
Building Maintenance

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 118,023	\$ 124,206	\$ 145,950	\$ 144,100	\$ 150,625	3%
Personnel Services, Benefits	27,403	29,687	32,300	32,750	34,200	6%
Purchased Professional Services	962	103	150	150	900	500%
Purchased Property Services	81,430	78,437	71,150	76,150	72,520	2%
Other Purchased Services	418	280	300	300	300	0%
Supplies	182,715	161,307	176,625	167,775	188,625	7%
Operating Expenses	\$ 410,951	\$ 394,020	\$ 426,475	\$ 421,225	\$ 447,170	5%
Capital	4,964	60,225	1,500	1,500	16,000	967%
Total Expense	\$ 415,915	\$ 454,245	\$ 427,975	\$ 422,725	\$ 463,170	8%

MISSION

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

RESPONSIBILITIES

- Contracted custodial services.
- Coordinate facility maintenance week.
- Establish ongoing preventive maintenance budget to be used in budget preparations and expense tracking.
- Assist in maintaining aquatic systems including pumps, boilers, UVs and filters.
- Work with the Parks Department and Public Works Department to maintain landscaping, grounds and snow / ice removal. Perform work as needed.
- Research and implement new and efficient cleaning practices and procedures.
- Monitor and maintain catering kitchen equipment to satisfy health code requirements.
- Monitor and report building vandalism to the Fruita Police Department.
- Maintain HVAC, aquatic, and emergency service contracts.
- Purchase custodial supplies and equipment; ensure proper use of equipment.
- Maintain and monitor maintenance logs.

PRIOR YEAR ACCOMPLISHMENTS

- The Fruita Community Center has now been open for 10 years.
- 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 service providers.
- The Community Center will be closed for maintenance week in mid-September. During the facility closure staff will work on projects that include general deep cleaning, carpet cleaning, fitness equipment deep cleaning and maintenance, tile cleaning, and window cleaning. Touch up painting will include the areas around the replaced wall sconces in meeting room hallway in addition to the natatorium when fire extinguisher boxes are replaced. The wood floors will all be refinished.
- The continuation of two daytime custodians has made a significant impact on the cleanliness of the facility. We are now continuing to do a mid-day cleaning of the women's locker room and men's locker room, as well as daily cleaning of fitness equipment, windows etc. These custodians are crucial in taking on extra disinfecting and sanitation duties during the continued pandemic to reduce transmission of sickness contaminants.
- A new ice machine was purchased and installed in the Catering Kitchen.
- A detailed inventory of capital equipment has been compiled to assist with future replacement planning. Serial numbers and life expectancy of equipment are in one spreadsheet for easy reference.

Community Center Fund

Building Maintenance

- The fire escape from upstairs running track has experienced many vandalism attempts through the years. The broken railing side boards have been removed and metal strips installed.
- New ADA benches have been installed in all handicap shower stalls. This includes one in each family change locker room and one in each locker room for a total of four handicap ADA benches.

GOALS

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

PERFORMANCE MEASURES

- Closely monitor patron feedback and health department standards to ensure that cleanliness standards are being met and disinfection is taking place to prevent the spread of contagious diseases. Utilize community surveys to maintain and increase level of satisfaction.

BUDGET HIGHLIGHTS

- Increase in utilities to offset higher utility rates
- Increase in part time custodial services
- Increased Service contracts to upgrade the service agreement for the elevator.
- Capital equipment is budgeted at \$16,000, which includes replacing the following pieces of cleaning equipment:
 - C3 Touch Free Cleaning Machine (Replacement) - \$5,000
 - iScrub Floor Cleaning Machine (Replacement) - \$11,000

Community Center Fund

Building Maintenance

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
127-451-54-4111	Salaries, Administrative	36,833	43,727	44,600	44,600	45,900	3%
127-451-54-4120	Part Time	25,788	26,728	30,700	27,500	31,400	2%
127-451-54-4125	Contract Labor	52,538	52,067	70,000	70,000	70,000	0%
127-451-54-4130	Overtime	2,864	1,684	650	2,000	3,325	412%
		118,023	124,206	145,950	144,100	150,625	3%
<u>PERSONNEL SERVICES, BENEFITS</u>							
127-451-54-4210	Health Insurance	18,565	19,944	21,600	21,600	22,500	4%
127-451-54-4220	FICA Payroll Expense	4,053	4,438	4,750	4,900	5,025	6%
127-451-54-4221	Medicare Payroll Expense	948	1,038	1,100	1,200	1,200	9%
127-451-54-4230	Retirement Contribution	1,658	1,955	2,050	2,200	2,225	9%
127-451-54-4250	Unemployment Insurance	196	214	250	250	250	0%
127-451-54-4260	Workers Comp Insurance	1,983	2,098	2,550	2,600	3,000	18%
		27,403	29,687	32,300	32,750	34,200	6%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
127-451-54-4310	Professional Development	962	103	150	150	900	500%
		962	103	150	150	900	500%
<u>PURCHASED PROPERTY SERVICES</u>							
127-451-54-4430	Service Contracts	17,519	11,632	17,000	17,000	19,500	15%
127-451-54-4435	Fleet Maintenance	2,000	3,100	4,150	4,150	3,020	-27%
127-451-54-4440	Building Maintenance	61,911	63,705	50,000	55,000	50,000	0%
127-451-54-4452	Drainage Fees	-	-	-	-	-	N/A
		81,430	78,437	71,150	76,150	72,520	2%
<u>OTHER PURCHASED SERVICES</u>							
127-451-54-4530	Telephone	418	280	300	300	300	0%
		418	280	300	300	300	0%
<u>SUPPLIES</u>							
127-451-54-4610	Office Supplies	-	138	-	-	-	N/A
127-451-54-4612	Supplies and Equipment	26,931	23,528	24,600	20,000	24,600	0%
127-451-54-4620	Utilities	146,303	134,314	140,000	145,000	152,000	9%
127-451-54-4626	Fuel	2,089	1,870	1,525	1,525	1,525	0%
127-451-54-4642	Signs	-	-	-	-	-	N/A
127-451-54-4649	Repair & Maint Supplies	7,135	1,059	10,000	1,000	10,000	0%
127-451-54-4661	Uniforms	257	398	500	250	500	0%
		182,715	161,307	176,625	167,775	188,625	7%
<u>CAPITAL</u>							
127-451-54-4720	Construction/Landscaping	-	-	-	-	-	N/A
127-451-54-4743	Furniture and Equipment	4,964	60,225	1,500	1,500	16,000	967%
		4,964	60,225	1,500	1,500	16,000	967%
TOTAL EXPENSES		415,915	454,245	427,975	422,725	463,170	8%

Capital Projects Fund

Capital Projects Fund

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Capital Projects Fund

SUMMARY

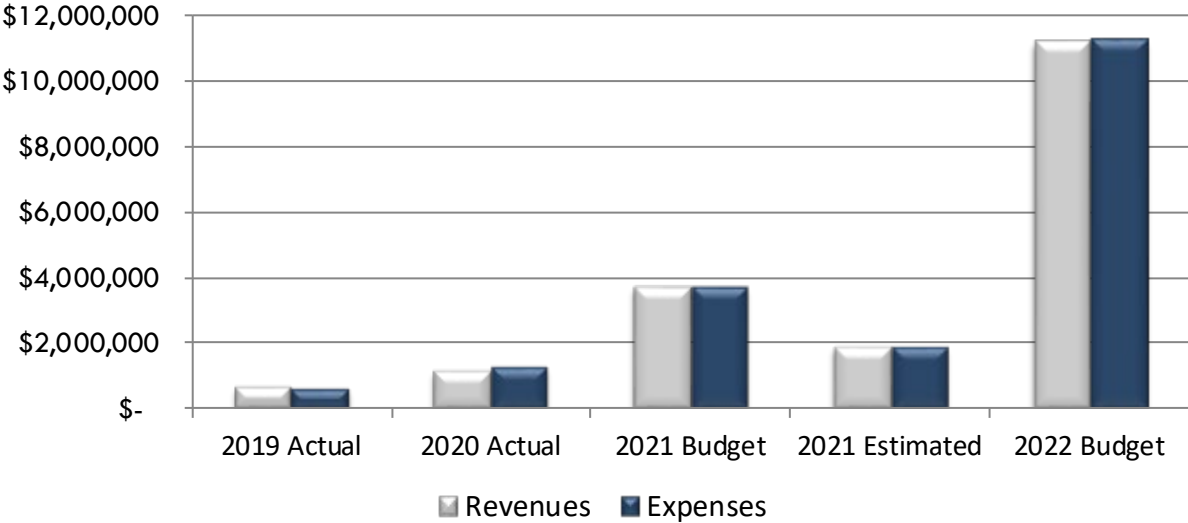
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Beginning Funds	\$ 379,785	\$ 410,014	\$ 284,709	\$ 284,709	\$ 249,709	-12%
Revenues						
Intergovernmental Revenue	\$ 25,827	\$ 351,351	\$ 91,000	\$ 205,725	\$ 3,760,000	4032%
Development Impact Fees	117	161,561	268,700	-	325,900	21%
Interest and Rents	32,052	10,386	-	-	-	N/A
Donations	2,758	-	-	-	90,000	N/A
Transfers from Other Funds	580,458	616,971	3,338,100	1,656,475	7,025,200	110%
Sale of Property	-	-	-	-	-	N/A
Total Revenues	\$ 641,212	\$ 1,140,269	\$ 3,697,800	\$ 1,862,200	\$11,201,100	203%
Expenses						
Miscellaneous Projects	\$ 63,686	\$ -	\$ -	\$ -	\$ 825,000	N/A
Street Improvements	423,183	903,354	3,463,600	1,634,700	5,597,400	62%
Drainage Improvements	1,800	-	50,000	50,000	242,000	384%
Building Improvements	-	-	-	-	1,300,000	N/A
Parks and Open Space	122,314	362,220	202,500	212,500	1,455,000	619%
Contingency	-	-	-	-	1,800,000	N/A
Total Expenses	\$ 610,983	\$ 1,265,574	\$ 3,716,100	\$ 1,897,200	\$11,219,400	202%
Excess (Deficiency) of Revenues over Expenditures	\$ 30,229	\$ (125,305)	\$ (18,300)	\$ (35,000)	\$ (18,300)	0%
Ending Funds Available	\$ 410,014	\$ 284,709	\$ 266,409	\$ 249,709	\$ 231,409	-13%
Components of Funds Available						
Restricted for POST	\$ 8,448	\$ 10,264	\$ 10,264	\$ 10,264	\$ 10,264	0%
Restricted for streets/drainage	295,457	168,336	150,036	133,336	115,036	-23%
Unassigned	106,109	106,109	106,109	106,109	106,109	0%
	\$ 410,014	\$ 284,709	\$ 266,409	\$ 249,709	\$ 231,409	-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 with the exception of coordinated street and sewer projects. 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

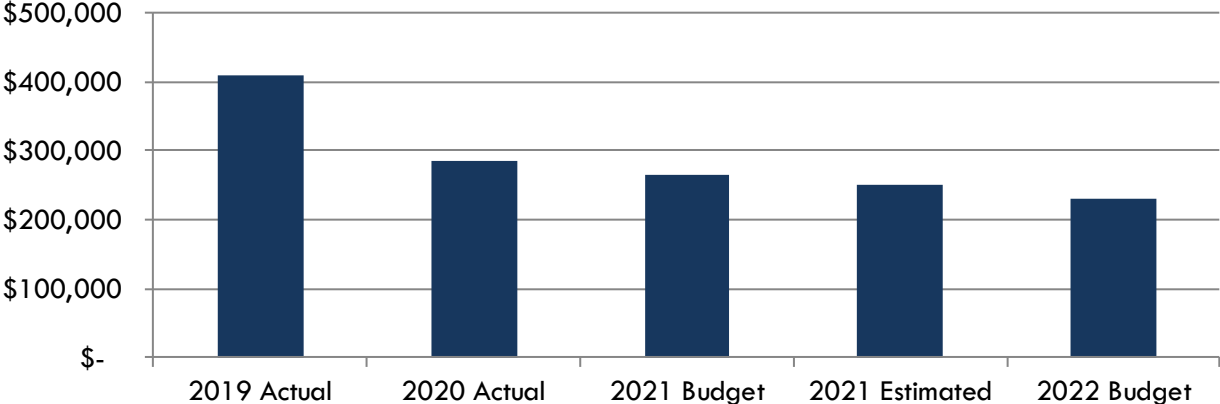
Revenues of \$11.2 million in the 2022 Capital Projects Fund Budget are primarily from transfers from other funds (63%) and grants from other entities (34%). Other revenue sources include development fees, and donations.

Expenses

There are a number of individual projects in the 2022 budget which are detailed in the following pages. The most significant projects are the construction of the Maple Street Bridge over the Little Salt Wash (\$2.2 million), renovation and upgrades to Reed Park (\$1.3 million) and renovations to the Civic Center (\$1.3 million). The 2022 Capital Projects also include reappropriation of funds from the 2021 Budget for the Pine Street Bridge (\$2.1 million) and 16 Road Rail Crossing (\$190,000) projects based on estimated 2021 expenses.

Capital Projects Fund

FUNDS AVAILABLE



The 2022 Budget includes the use of \$18,300 in available funds restricted for streets for the 16 Road Rail Crossing project). The estimated available funds at December 31, 2022 is \$231,409 Of these funds, \$125,300 are restricted for specific uses and \$106,109 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 Engineering Department for the engineering, design and management of capital projects.

Capital Projects Fund Summary

Revenues		2019	2020	2021	2021	2022	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
<u>INTERGOVERNMENTAL REVENUES</u>							
3319	Federal Grant	-	-	-	-	325,000	N/A
3342	Energy Impact Grant	22,735	337,047	-	-	725,000	N/A
3345	CDOT Grant	-	14,304	41,000	205,725	1,760,000	4193%
3346	GOCO Grant	-	-	-	-	900,000	N/A
3371	Mesa County Grants	-	-	50,000	-	50,000	0%
3375	AGNC Grant	3,092	-	-	-	-	N/A
		25,827	351,351	91,000	205,725	3,760,000	4032%
<u>FINES, FORFEITS AND ASSESSMENTS</u>							
3550	Special Assessments	117	1,523	-	-	-	N/A
3555	Development Impact Fees	-	160,038	268,700	-	325,900	21%
		117	161,561	268,700	-	325,900	21%
<u>INTEREST AND RENTS</u>							
3610	Interest on deposits	32,052	10,386	-	-	-	N/A
		32,052	10,386	-	-	-	N/A
<u>DONATIONS</u>							
3641	Donations	2,758	-	-	-	90,000	N/A
		2,758	-	-	-	90,000	N/A
<u>TRANSFERS FROM OTHER FUNDS</u>							
3910	Transfer from General Fund	461,737	598,286	2,976,625	1,172,150	6,217,400	109%
3911	Transfer from Sewer Fund	-	-	311,300	429,150	300,000	-4%
3913	Transfer from Devils Canyon Fund	-	18,685	20,175	25,175	-	-100%
3916	Transfer from CTF	118,721	-	30,000	30,000	407,800	1259%
3919	Transfer from Public Places Fund	-	-	-	-	100,000	N/A
		580,458	616,971	3,338,100	1,656,475	7,025,200	110%
<u>OTHER FINANCING SOURCES</u>							
3950	Sale of Property	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL REVENUES		641,212	1,140,269	3,697,800	1,862,200	11,201,100	203%

Capital Projects Fund Summary

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
MISCELLANEOUS PROJECTS							
705-77	Lagoon Redevelopment	63,686	-	-	-	-	N/A
707-77	EV Charging Station	-	-	-	-	125,000	N/A
708-77	Downtown Improvements	-	-	-	-	500,000	N/A
710-77	Broadband Connections	-	-	-	-	200,000	N/A
		63,686	-	-	-	825,000	N/A
STREET IMPROVEMENTS							
732-77	Maple Street Improvements	-	-	672,600	790,450	430,300	-36%
733-77	Sidewalk Replacement	31,215	29,367	-	-	-	N/A
735-77	Overlay Program	379,847	200,465	200,000	200,000	242,200	21%
736-77	Business Park - 16 Rd Rail Crossing	-	-	190,000	35,000	190,000	0%
737-77	K.4 Road	-	626,229	-	-	-	N/A
742-77	Hwy 340 Roundabouts	-	18,685	276,000	297,700	-	-100%
743-77	Pine Street Bridge	-	-	2,125,000	100	2,124,900	0%
744-77	Fremont Street	-	-	-	-	410,000	N/A
745-77	J.2 Road Improvements	12,121	-	-	-	-	N/A
746-77	Maple Street Birdge	-	-	-	-	2,200,000	N/A
748-77	Traffic Circulation Plan	-	6,623	-	82,500	-	
749-77	Design and Engineering	-	21,985	-	228,950	-	N/A
		423,183	903,354	3,463,600	1,634,700	5,597,400	62%
DRAINAGE IMPROVEMENTS							
763-77	Drainage Improvements	1,800	-	50,000	50,000	242,000	384%
		1,800	-	50,000	50,000	242,000	384%
BUILDING IMPROVEMENTS							
783-77	Civic Center Improvements	-	-	-	-	1,300,000	N/A
		-	-	-	-	1,300,000	N/A
PARK AND OPEN SPACE IMPROVEMENTS							
790-77	Kokopelli Trail	3,593	337,047	-	-	-	N/A
792-77	Trails	-	-	45,500	55,500	90,000	98%
795-77	Reed Park Improvements	-	-	-	-	1,315,000	N/A
796-77	Bike Park Improvements	-	-	-	-	50,000	N/A
803-77	Park Improvements	118,721	-	100,000	100,000	-	-100%
841-77	Big Salt Wash Trail	-	25,173	57,000	57,000	-	-100%
		122,314	362,220	202,500	212,500	1,455,000	619%
CONTINGENCY							
700-77	Contingency	-	-	-	-	1,800,000	N/A
		-	-	-	-	1,800,000	N/A
TOTAL EXPENDITURES		610,983	1,265,574	3,716,100	1,897,200	11,219,400	202%

Capital Projects Fund

EV Charging Station - Project #130-707-77					
	2019	2020	2021	2021	2022
	Actual	Actual	Budget	Estimated	Budget
Revenues					
3342 Energy Impact Grant	\$ -	\$ -	\$ -	\$ -	\$ -
3910 Transfer from General Fund	-	-	-	-	125,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Expenses					
4730 Construction	\$ -	\$ -	\$ -	\$ -	\$ 125,000
4743 Equipment	-	-	-	-	-
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 125,000

Project Description

This project includes purchasing two Electric Vehicle Charging Stations and installing the stations at the Fruita Civic Center. The project includes the cost of electrical work to be able to install the charging stations, and two stations that can charge an electric vehicle in 45 minutes to an hour.

Purpose and Need

There are currently no Electric Vehicle Charging Stations in the City of Fruita. Although there are several located in Grand Junction, there has been interest from the public and staff in installing stations in Fruita.

History and Current Status

In the past, the City of Fruita has partnered with the Dinosaur Diamond and the Dinosaur Journey to apply for grant funding for an Electric Vehicle Charging Stations. The Dinosaur Journey currently has an application pending with the state, but this is for a four-hour charging station. To supplement these efforts, and to encourage economic development in the downtown area, this project will install two, faster, charging stations in the north side of Fruita.

Schedule

January – February 2022 – Electric Upgrades at the Fruita Civic Center to accommodate the stations.

May – July – Installation of two Electric Vehicle Charging Stations (gap in timeline is to complete a Requests for Proposals (if necessary), and the lead time on the actual stations.

Operating Budget Impact

It is expected that there will be some ongoing operational costs as a result of increased electrical use to the city, but it is believed that this can be offset by the fees generated by the stations.

Capital Projects Fund

Mulberry Outdoor Dining Improvements - Project #130-708-77					
	2019	2020	2021	2021	2022
	Actual	Actual	Budget	Estimated	Budget
Revenues					
3319 ARPA Funds	\$ -	\$ -	\$ -	\$ -	\$ 225,000
3342 Energy Impact Grant	-	-	-	-	25,000
3910 Transfer from General Fund	-	-	-	-	150,000
3919 Transfer from Public Places Fund	-	-	-	-	100,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Expenses					
4335 Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ 50,000
4730 Construction	-	-	-	-	450,000
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 500,000

Project Description

This project includes the design and construction of outdoor improvements to Mulberry St. from just north of Aspen Ave. to the alley (approximately 125 feet). Improvements may include lighting, signage, amenities and furnishings, bike parking, landscape improvements, hardscape improvements, and unique multi-use covered canopy/ concert structure.

Purpose and Need

In 2020, the City constructed a temporary space for open air gathering when occupancy limitations were in place due to the pandemic. As a result, the public has stated interest in this becoming a permanent closure for the purpose of gathering, concert programming, additional capacity for festivals, and seating options for outdoor dining and gathering. The City received a Rural Economic Development Initiative (REDI) grant bring the total design budget to \$50,000.

History and Current Status

As stated above in the Purpose and Need section, a temporary space was created in 2020 at this location as well as a similar location on Peach St. to provide social distancing and increase opportunities for patrons to purchase goods from local businesses and utilize the space. As these spaces were temporary in nature, they were not intended to last for years. After restrictions on indoor use were lifted, the Peach St. temporary space was removed in 2021 with the Mulberry St. side remaining intact. Some of the temporary items have not weathered well and the tenting is not intended as a permanent solution.

Schedule

Design of the space will occur in the first quarter of 2022. Construction is anticipated to begin in the summer with a completion in the fall.

Operating Budget Impact

There will be some operational costs with cleaning and trash service. Current costs for 2021 are around \$3,000 per month for those services including the additional dumpster at the Civic Center.

Capital Projects Fund

Broadband Connection - Project #130-710-77					
	2019	2020	2021	2021	2022
	Actual	Actual	Budget	Estimated	Budget
Revenues					
3319 Federal ARPA Funds	\$ -	\$ -	\$ -	\$ -	\$ 100,000
3342 Energy Impact Grant	-	-	-	-	100,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Expenses					
4730 Construction	\$ -	\$ -	\$ -	\$ -	\$ 200,000
4741 Land Acquisition	-	-	-	-	-
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Project Description

This project involves creating a lateral connection to an internet fiber line that currently exists along I-70 and is operated by Region 10, and constructing a “Carrier Neutral Location” (“CNL”) facility that would host the connection. The CNL will allow the City of Fruita to have an access point to the gigabyte internet service, and private providers will be able to connect to the location and then (if interested) build fiber broadband to homes and businesses in Fruita. The network will be open access and available to multiple providers and will also create a redundant connection for City facilities.

Purpose and Need

By creating a lateral connection to an existing fiber line, and building a CNL, this will create a “middle mile” connection that would allow private internet service providers and the City of Fruita the ability to connect to gigabyte internet services.

History and Current Status

In 2016, Fruita voters gave the City of Fruita authority to implement broadband related projects by opting out of Co. Senate Bill 05-152. Shortly after, a Broadband Plan was completed for Mesa County in 2017, identifying the need for additional and redundant internet service in the City. It is estimated that a complete build of a broadband fiber network would cost a private provider around \$10-12 million, but creating this access point, would reduce costs.

Schedule

January – February 2022 – Apply for Middle Mile DOLA Grant
 March – August 2022 – Work with Region 10 to design lateral connection, Carrier Neutral Location, obtain necessary permits.
 August 2022 – December 2022 – Construct lateral connection, Carrier Neutral Location at a City location.

Operating Budget Impact

It is expected that ongoing costs, at least for this portion of the project, will include utilities and electrical costs for the Carrier Neutral Location.

Capital Projects Fund

Maple Street Improvements - Project #130-732-77						
	2019	2020	2021	2021	2022	
	Actual	Actual	Budget	Estimated	Budget	
Revenues						
3910 Transfer from General Fund	\$ -	\$ -	\$ 361,300	\$ 361,300	\$ 130,300	
3911 Transfer from Sewer Fund	-	-	311,300	429,150	300,000	
Total Revenues	\$ -	\$ -	\$ 672,600	\$ 790,450	\$ 430,300	
Expenses						
4335 Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	
4730 Construction	-	-	622,600	740,450	430,300	
4741 Land/ROW Acquisition	-	-	50,000	50,000	-	
Total Expenses	\$ -	\$ -	\$ 672,600	\$ 790,450	\$ 430,300	

Purpose and Need

Maple Street Improvements Phase 3 – McCune to Highway 6 and from Maple to Elm through Reed Park Parking Lot

The Maple Street Improvement project consists of sewer and street improvements. The sewer line is primarily made of clay, concrete, or orangeburg pipe that is in poor condition. The road surface along this corridor is also in poor condition with a Pavement and Surface Evaluation Rating (PASER) of 4 and 5 out of 10. This project will consolidate sewer line replacements and road improvements into one project. This project is of higher priority due to the condition of the street and sewer and the amount of traffic on this collector roadway.

History and Current Status

As mentioned above, 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 2017 and 2020 Fruita Community Surveys identified the quality of City streets and sidewalks as the areas that should receive the most emphasis.

Schedule

Bid: January/February
 Construction: March thru May

Operating Budget Impact

This project will not have a direct impact on the operating budget, but may help reduce future maintenance costs associated with these infrastructure assets.

Capital Projects Fund

Overlay Program - Project #130-735-77					
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget
Revenues					
3910 Transfer from General Fund	\$ 379,825	\$ 200,465	\$ 200,000	\$ 200,000	\$ 242,200
Total Revenues	\$ 379,825	\$ 200,465	\$ 200,000	\$ 200,000	\$ 242,200
Expenses					
4730 Construction	\$ 379,847	\$ 200,465	\$ 200,000	\$ 200,000	\$ 242,200
Total Expenses	\$ 379,847	\$ 200,465	\$ 200,000	\$ 200,000	\$ 242,200

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 in various locations to be determined prior to bidding the project and based on the Pavement and Surface Evaluation Rating (PASER) scores. The following streets have been tentatively identified for overlay in 2022.

Location	Description
Ash	Columbine to Pabor
Elm St.	McCune to Reed Park
16 Rd	Cipolla to South end
N Mesa St.	Ottley to Roberson

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 PASER ratings 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 2017 and 2020 Fruita Community Surveys identified the quality of City streets and sidewalks as the areas that should receive the most emphasis.

Schedule

Bid: May
 Construction: 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

Fremont Street - Project #130-744-77					
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget
Revenues					
3371 Mesa County	\$ -	\$ -	\$ -	\$ -	\$ -
3910 Transfer from General Fund	-	-	-	-	410,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 410,000
Expenses					
4741 Land Acquisitions	\$ -	\$ -	\$ -	\$ -	\$ 410,000
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 410,000

Project Description

This project includes acquisitions of land for future right of way for Fremont Street.

Purpose and Need

With pressures to develop along the east side of Fruita, there is also traffic congestion, especially around the drop off times for the Fruita 8/9 School and Fruita Monument High School. There is only 40 feet of prescriptive right of way for that corridor for Fremont St. In order to construction the improvements, right of way acquisition is required.

History and Current Status

Currently Pine Street and 19 Road receives heavy traffic volumes during rush hour especially in the morning. The construction of Fremont St. has been a priority on the capital projects list for many years. The 2045 Regional Transportation plan identified that if Fremont St. were to be constructed, giving another point to connect to Highway 6, that traffic volumes would be reduced significantly at 19 Road. With multiple annexations and proposed developments along the east side of Fruita, there is a need to construct this corridor. The design of the Fremont St. connection from Highway 6 to Wildcat Ave. (J Road) should be completed by the end of 2021.

Schedule

As there may be federal funding associated with the construction of the Fremont St., right of way acquisition will need to follow the Uniform Act which will likely take the entire year. We plan to have a consultant under contract after the first of the year and take the entire year to complete the required right of way.

Operating Budget Impact

This project will not have a direct impact on the operating budget, but once construction occurs, there will be added maintenance for the new roadway.

Capital Projects Fund

Maple Street Bridge Replacement - Project #130-746-77

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget
Revenues					
3345 CDOT Grant	\$ -	\$ -	\$ -	\$ -	\$1,760,000
3910 Transfer from General Fund	-	-	-	-	440,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$2,200,000
Expenses					
4335 Engineering and Design	\$ -	\$ -	\$ -	\$ -	\$ -
4730 Construction	-	-	-	-	2,200,000
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$2,200,000

Project Description

This project includes bridge improvements on Maple Street over the Little Salt Wash.

Purpose and Need

History and Current Status

This is a new project. Project costs include design and engineering, right-of-way/land acquisition and construction.

Schedule

Operating Budget Impact

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

Capital Projects Fund

Peach Street Storm Drain - Project #130-763-77					
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget
Revenues					
3910 Transfer from GEN	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 242,000
Total Revenues	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 242,000
Expenses					
4335 Engineering and Design	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -
4730 Construction	1,800	-	-	-	242,000
Total Expenses	\$ 1,800	\$ -	\$ 50,000	\$ 50,000	\$ 242,000

Project Description

This project involves drainage system installation and overlay of Peach Street north of Pabor. The drainage system will be constructed in the street and connect to the storm drain in Ottley Ave.

Purpose and Need

This project will correct the ponding along Peach Way from localized flooding with storm water and waste irrigation water. Water will be captured into a storm drain rather than continuing to surface flow.

History and Current Status

This project has been identified for more than 10 years but continues to be deferred to due to funding and priorities. This area is relatively flat with gutter flowlines less than design minimums. Since there is no curb and gutter along portions of N. Peach Way and the adjacent properties sit lower than the roadway, excessive ponding occurs.

Schedule

Bid: January 2022
 Construction: February/March – Paving in April

Operating Budget Impact

Once completed, issues related to ponding from localized flooding will be corrected and will reduce ongoing maintenance costs required to maintain a 180' section of unpaved roadway.

Capital Projects Fund

Civic Center Improvements - Project #130-783-77					
	2019	2020	2021	2021	2022
	Actual	Actual	Budget	Estimated	Budget
Revenues					
3342 DOLA Grant	\$ -	\$ -	\$ -	\$ -	\$ 600,000
3371 Mesa County FMLD Grant	-	-	-	-	-
3910 Transfer from GEN	-	-	-	-	700,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$1,300,000
Expenses					
4335 Engineering and Design	\$ -	\$ -	\$ -	\$ -	\$ -
4720 Construction	-	-	-	-	1,300,000
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$1,300,000

Project Description

This project involves a first phase remodel of the Civic Center spaces for additional offices.

Purpose and Need

The current layout of Administration and Planning work areas does not function with the current staff or proposed new staff. There is wasted space in the first-floor area as well as the second floor. Currently there is a planning effort to go through a space needs assessment and to produce conceptual layouts to remodel the building. This process will identify office and work area layouts that will better utilize the space and provide work areas for new employees.

History and Current Status

As this facility was originally used as an elementary school, the layout is configured awkwardly and does not utilize the space well.

Schedule

The hope is there would be a conceptual plan in place in late 2021 that would then go construction drawings. Construction would begin in the first half of 2022. There would need to be some temporary relocation of staff into other areas of the building or even other facilities.

Operating Budget Impact

Because there would not be additional square footage other than possibly removing the storage at the north end of the building and converting it to office space, there would not be a change to the operating budget.

Capital Projects Fund

Trails - Project #130-792-77					
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget
Revenues					
3345 CDOT Grant	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -
3641 Donations - Riverfront	-	-	-	-	90,000
3910 Transfer from General Fund	-	-	5,500	5,500	-
Total Revenues	\$ -	\$ -	\$ 55,500	\$ 55,500	\$ 90,000
Expenses					
4335 Engineering and Design	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 90,000
4730 Construction	-	-	45,500	45,500	-
Total Expenses	\$ -	\$ -	\$ 55,500	\$ 55,500	\$ 90,000

Project Description

This project involves design of the Hwy 340 Trail south to the Colorado River and under the bridge at the river to connect with the James M. Robb State Park.

Purpose and Need

A safe alternative to crossing Highway 340 is much needed. This would connect the Monument View Section of the Riverfront Trail system to the Little Salt Wash Trail and the Kokopelli Trail Section. It also makes the connection to the Fruita Bike Park.

History and Current Status

This connection has been a priority project for Parks for many years and is identified as a priority project in the PHROST Master Plan. Currently there is a concrete trail that runs the east side of Highway 340 and terminates to the south at Redcliffs Drive. Additionally, the State Park has a trail that wraps around the southern portion of the southern lake and terminates just west of Highway 340. This project would connect the 2 trails by running underneath the bridge at the Colorado River.

Schedule

Consultant selection would occur in the first quarter of 2022 with design being completed by the end of the year.

Operating Budget Impact

There is no impact to the operating budget for the design of this project. Once the project is constructed, there will be maintenance costs associated with upkeep, snow removal, etc.

Capital Projects Fund

Reed Park - Project #130-795-77					
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget
Revenues					
3346 GOCO Grant	\$ -	\$ -	\$ -	\$ -	\$ 900,000
3555 Development Impact Fees	-	-	-	-	37,200
3916 Transfer from CTF	-	-	-	-	377,800
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$1,315,000
Expenses					
4335 Engineering and Design	\$ -	\$ -	\$ -	\$ -	\$ 115,000
4730 Construction	-	-	-	-	1,200,000
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$1,315,000

Project Description

This project involves design and construction of upgraded facilities at Reed Park.

Purpose and Need

The skate park near the Recreation Center has reached its useful life and is slated to be relocated per the PHROST Master Plan. The restrooms are original and do not meet ADA requirements. Since the Farmers Market has been relocated to Reed Park, there is a need for additional power. Two of the playground equipment are original and showing wear. With the number of visitors, the park needs to be upgraded to meet the demands placed on it.

History and Current Status

Reed Park is located in the heart of Fruita and was established in 1984. Aside from the programmed activities of Little Salt Wash, Reed Park is the heaviest used park in Fruita. Reed Park has not undergone any significant improvements since being established. The intent of this project is to utilize some impact fees with some Conservation Trust Funds to apply for a GOCO grant for construction costs.

Schedule

Design and engineering would commence in the first quarter of 2022 with construction possibly beginning in the fall.

Operating Budget Impact

There should be no significant changes to the operations budget with the improvements to Reed Park.

Capital Projects Fund

S Fruita Bike Park - Project #130-796					
	2019	2020	2021	2021	2022
	Actual	Actual	Budget	Estimated	Budget
Revenues					
3916 Transfer from CTF	\$ -	\$ -	\$ -	\$ -	\$ 30,000
3555 POST Impact Fees	-	-	-	-	20,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Expenses					
4720 Construction	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Project Description

This project involves reworking and the addition of durable hard-surface metal wood jump faces to the dirt jumps as well as a significant reworking and improvement to the MTB skills area.

Purpose and Need

Given the amount of use, there has been some wear to some of the features as well as erosion from weather. To keep the park in a desired condition, reworking some of the elements is required. The project will provide a more durable and longer lasting set of features and make it more attractive to the users of the bike park.

History and Current Status

The Fruita Bike Park was completed in 2014. The Bike Park has seen some wear and tear and requires some improved features that may include wooden ramps that would hold up better to the weather and use.

Schedule

Anticipation is that this would be constructed in the summer months.

Operating Budget Impact

This does not have an impact on the operating budget other than it will help reduce some maintenance costs.

Capital Projects Fund

Contingency - Project #130-700-77					
	2019	2020	2021	2021	2022
	Actual	Actual	Budget	Estimated	Budget
Revenues					
3910 Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$1,800,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$1,800,000
Expenses					
4850 Contingency	\$ -	\$ -	\$ -	\$ -	\$1,800,000
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$1,800,000

Project Description

Contingency funds are budgeted in the Capital Projects Fund to offset unanticipated costs for capital projects and shortfalls in funding for unconfirmed grant awards.

Purpose and Need

Capital projects budgeted for 2022 are based on estimated costs and have not yet been put out to bid. In addition, several projects include funding from anticipated grant awards. However, receipt of grant funds are not confirmed at the time the Budget is adopted. The contingency fund is established to provide funds for minor shortfalls in budget estimates versus actual costs and to provide funds for projects in the event grants are not received as budgeted.

Capital Projects Fund

16 Road Rail Crossing - Project #130-736 (Reappropriated 2021 Project)

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget
Revenues					
2473 FB - Restricted for streets	-	-	-	35,000	18,300
3371 Mesa County Grant	-	-	-	-	50,000
3555 Development Impact Fees	-	-	-	-	121,700
Total Revenues	\$ -	\$ -	\$ -	\$ 35,000	\$ 190,000
Expenses					
4335 Engineering and Design	\$ -	\$ -	\$ -	\$ 35,000	\$ -
4730 Construction	-	-	-	-	190,000
Total Expenses	\$ -	\$ -	\$ -	\$ 35,000	\$ 190,000

Project Description

The current crossing of the Union Pacific Railroad at 16 Road consists of the main line tracks that have concrete panels and a spur that serves the business park with timber panels. In 2017, the city overlaid 16 Road up to the railroad right of way and in 2019, CDOT overlaid Highway 6 & 50 including widening the throat of 16 Road. That leaves a section of road approximately 125-ft long that is narrow and in poor condition. Additionally, the timber panels make for a rough ride at the crossing and are only 32-ft in width. The improved road section for 16 Road is 36-ft of asphalt. The plan is to remove the timber panels and replace them with 48-ft of concrete panels. The existing concrete panels on the main line tracks will be extended by 16-ft so that both tracks have 48-ft of panel width. The crossing gates will be relocated to accommodate the new width and new asphalt pavement will be placed to match the 36-ft width.

Purpose and Need

The City has focused on making improvements to the Industrial Park with previous projects include the paving of Railroad Ave., construction of the Greenway Drive Bridge, and extending a trail connection into the park as part of the Kokopelli Trail. This project that improves the park and will make it more appealing for new business as well as provide a safer, more attractive, rail crossing for the existing businesses in the park.

History and Current Status

The City received a grant from the Mesa County Federal Mineral Lease District in 2020 for this project. This project is currently included in the 2021 Annual Budget. UPRR is in the process of design and construction is projected to be completed in 2022. The amount budgeted is based on anticipated completion of engineering and design costs in 2021 and construction costs re-appropriated in the 2022 Budget.

Schedule

Engineering is working with UPRR on design and permitting of the improvements. Rail improvements may start in early 2022 with paving in early spring of 2022.

Capital Projects Fund

Operating Budget Impact

This project will not have a direct impact on the operating budget, but may help reduce future maintenance costs associated with improving this section of roadway.

Capital Projects Fund

Pine St. Bridge - Project #130-743-77 (Reappropriated 2021 Project)						
	2019	2020	2021	2021	2022	
	Actual	Actual	Budget	Estimated	Budget	
Revenues						
3555 Development Impact Fees	\$ -	\$ -	\$ 147,000	\$ -	\$ 147,000	
3910 Transfer from General Fund	-	-	1,978,000	100	1,977,900	
Total Revenues	\$ -	\$ -	\$ 2,125,000	\$ 100	\$ 2,124,900	
Expenses						
4335 Engineering and Design	\$ -	\$ -	\$ 75,000	\$ 100	\$ 74,900	
4730 Construction	-	-	2,000,000	-	2,000,000	
4741 Land/ROW Acquisitions	-	-	50,000	-	50,000	
Total Expenses	\$ -	\$ -	\$ 2,125,000	\$ 100	\$ 2,124,900	

Project Description

This project involves the replacement of the Pine Street Bridge over the Little Salt Wash and was initially included in the 2021 Budget.

Purpose and Need

This bridge is functionally obsolete with a narrow deck that does not correspond with any of the city's standard street sections. The approach road on both sides of the bridge has 44' of asphalt and 5-foot wide sidewalks. This abrupt transition to a narrower bridge section is a safety concern. This is an important transportation corridor for both vehicular and pedestrian traffic, especially due to the proximity to Little Salt Wash Park and is a school route to Monument View Elementary. This bridge has a Sufficiency Rating of 66.9 out of 100 in the 2018 Structural Inspection and Inventory Report. The 2020 report had not been received at the time this was written.

History and Current Status

This project is currently included in the 2021 Annual Budget and reappropriated in the 2022 Budget. Project costs include design and engineering, right-of-way/land acquisition and construction.

Schedule

This project is slated to be performed as a design build. The project was put out to bid and a contract awarded in 2021. Right of way acquisition will likely take up the majority of the 2021 year. Construction is anticipated to start at the end of 2021 or into 2022 with the majority of the work being completed during the winter months.

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

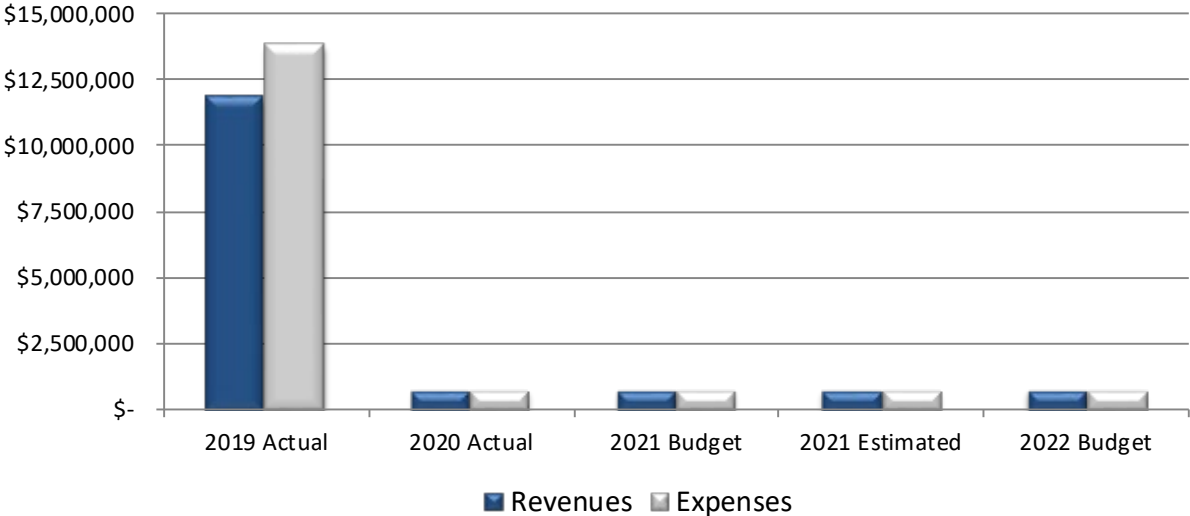
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Beginning Funds Available	\$ 2,774,025	\$ 757,839	\$ 757,839	\$ 757,839	\$ 757,839	0%
Revenues						
Intergovernmental Revenue	\$ 131,285	\$ -	\$ -	\$ -	\$ -	N/A
Investment Earnings	85,092	6,212	3,000	750	600	-80%
Transfers from Other Funds	403,206	718,788	739,200	741,450	742,600	0%
Other Financing Sources	11,186,326	-	-	-	-	
Total Revenues	\$11,805,909	\$ 725,000	\$ 742,200	\$ 742,200	\$ 743,200	0%
Expenses						
Other Purchased Services	\$ 500	\$ 400	\$ 400	\$ 400	\$ 400	0%
Debt Service Principal	12,180,000	320,000	350,000	350,000	365,000	4%
Debt Service Interest	1,102,036	404,600	391,800	391,800	377,800	-4%
Transfer to Other Funds	500,000	93	-	-	-	
Other Financing Sources	39,559	-	-	-	-	
Total Expense	\$13,822,095	\$ 725,093	\$ 742,200	\$ 742,200	\$ 743,200	0%
Excess (Deficiency) of Revenues over Expenditures	\$ (2,016,186)	\$ -	\$ -	\$ -	\$ -	N/A
Ending Funds Available	\$ 757,839	\$ 757,839	\$ 757,839	\$ 757,839	\$ 757,839	0%
Components of Funds Available						
Restricted - Debt service reserve	1,756,500	748,200	748,200	748,200	748,200	0%
Restricted for debt service	(998,661)	9,639	9,639	9,639	9,639	0%
	\$ 757,839	\$ 757,839	\$ 757,839	\$ 757,839	\$ 757,839	0%

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. The City of Fruita 2019 Series Sales and Use Tax Refunding and Improvements Bonds were issued for refinancing the 2009 Series Bonds for the construction of the Community Recreation Center and is the only long-term debt in governmental funds. The City also has a long-term loan for the Wastewater Treatment facility which is included in the Sewer Fund.

Debt Service Fund

REVENUES AND EXPENSES



Revenues

The 2019 Series 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 to be transferred in 2022 is \$742,600.

Expenses

Expenses of \$743,200 in the Debt Service Fund include principal and interest payments on the bonds and payment of escrow agent fees for the bonds. The following table shows the scheduled payments on the bonds through maturity which includes \$9.4 million in principal and \$4.0 in interest payments for a total of \$13.4 million in debt payments through the life of the refunding bonds.

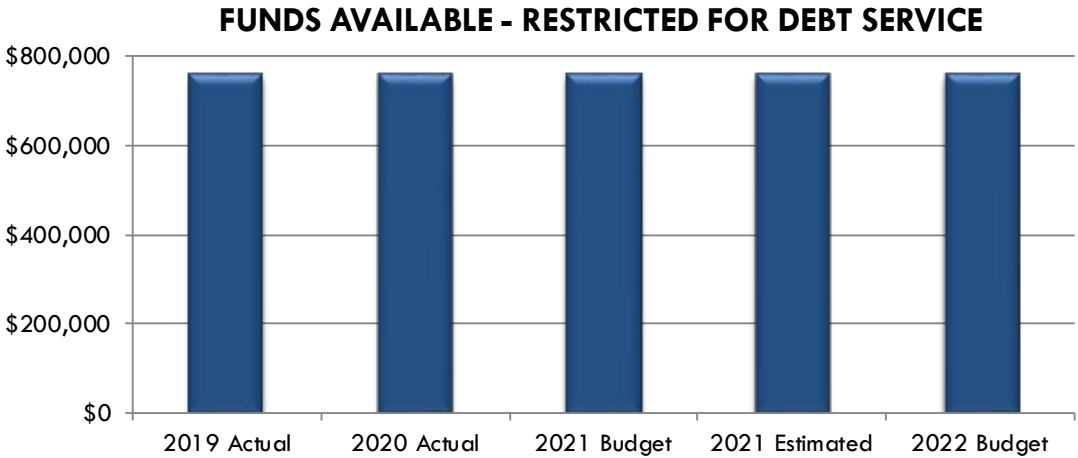
Debt Service Fund

SALES AND USE TAX REFUNDING AND IMPROVEMENT BONDS SERIES 2019 FRUITA COMMUNITY CENTER					
YEAR	PRINCIPAL	COUPON RATE	INTEREST	ANNUAL TOTAL	PRINCIPAL BALANCE
2022	365,000	4.000%	377,800	742,800	9,080,000
2023	385,000	4.000%	363,200	748,200	8,695,000
2024	400,000	4.000%	347,800	747,800	8,295,000
2025	415,000	4.000%	331,800	746,800	7,880,000
2026	430,000	4.000%	315,200	745,200	7,450,000
2027	450,000	4.000%	298,000	748,000	7,000,000
2028	465,000	4.000%	280,000	745,000	6,535,000
2029	485,000	4.000%	261,400	746,400	6,050,000
2030	505,000	4.000%	242,000	747,000	5,545,000
2031	525,000	4.000%	221,800	746,800	5,020,000
2032	545,000	4.000%	200,800	745,800	4,475,000
2033	565,000	4.000%	179,000	744,000	3,910,000
2034	590,000	4.000%	156,400	746,400	3,320,000
2035	615,000	4.000%	132,800	747,800	2,705,000
2036	635,000	4.000%	108,200	743,200	2,070,000
2037	665,000	4.000%	82,800	747,800	1,405,000
2038	690,000	4.000%	56,200	746,200	715,000
2039	715,000	4.000%	28,600	743,600	-
TOTAL	9,445,000	-	3,983,800	13,428,800	-

FUNDS AVAILABLE

The restricted fund balance of \$757,839 represents the required 2019 Bond Reserve Fund of \$748,200 in addition to accumulation of interest.

Debt Service Fund



RESPONSIBILITIES

- Bond payments are made on a semi-annual basis, on April 1 and October 1.
- Audited financial statements and annual reports are required to be filed with the Municipal Securities Rulemaking Board (MSRB) as required by the Continuing Disclosure Requirements of the Sales and Use Tax Refunding and Improvement Bonds, Series 2019 bond documents. The following tables from the Official Statement for the bonds are required as part of the Annual Report
 - History of City Sales and Use Tax Collections – 1%
 - Sales and Use Tax by NAICS Sector
 - Top 10 Sales Tax Vendors by Industry
 - General Fund Budget Summary and Comparison
 - Community Center Fund – Statement of Revenues, Expenditures and Changes in Fund Balances
 - Community Center Fund Budget to Actual Comparison

PRIOR YEAR ACCOMPLISHMENTS

Annual filing requirements were met and bond payments made in a timely manner. The City maintained its AA- credit rating from S&P Global Ratings.

Debt Service Fund

Revenues

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
INTERGOVERNMENTAL REVENUES							
140-000-00-3317	BAB Subsidy	131,285	-	-	-	-	0%
		131,285	-	-	-	-	0%
INVESTMENT EARNINGS							
140-000-00-361C	Interest on deposits	59,943	-	-	-	-	N/A
140-000-00-3611	Interest on bond reserves	25,149	6,212	3,000	750	600	-80%
140-000-00-368C	Miscellaneous revenues	-	-	-	-	-	0%
		85,092	6,212	3,000	750	600	-80%
TRANSFERS							
140-000-00-391E	Trsfr from Comm Cntr Fund	403,206	718,788	739,200	741,450	742,600	0%
140-000-00-391S	Tsfr from Capital Projects	-	-	-	-	-	0%
		403,206	718,788	739,200	741,450	742,600	0%
OTHER FINANCING SOURCES							
140-000-00-393C	2019 Ref. Bond Proceeds	10,015,000	-	-	-	-	0%
140-000-00-393E	Premium on bonds sold	1,171,326	-	-	-	-	0%
		11,186,326	-	-	-	-	0%
TOTAL DEBT SERVICE REVENUES		11,805,909	725,000	742,200	742,200	743,200	0%

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
OTHER PURCHASED SERVICES							
140-470-91-4591	Escrow Agent Fees	500	400	400	400	400	0%
		500	400	400	400	400	0%
DEBT SERVICE PRINCIPAL							
140-470-91-4711	Bond Payment, Principal	12,180,000	320,000	350,000	350,000	365,000	4%
		12,180,000	320,000	350,000	350,000	365,000	4%
DEBT SERVICE INTEREST							
140-470-91-4721	Bond Payment, Interest	970,146	404,600	391,800	391,800	377,800	-4%
140-470-91-477E	Bond Issuance Costs	131,890	-	-	-	-	0%
		1,102,036	404,600	391,800	391,800	377,800	-4%
TRANSFERS							
140-470-91-491S	Transfer to Community Cer	500,000	93	-	-	-	0%
		500,000	93	-	-	-	0%
OTHER FINANCING USES							
140-470-91-497E	Underwriter's Discount	39,559	-	-	-	-	0%
140-470-91-498C	Defeasance of 2009 Bond	-	-	-	-	-	0%
		39,559	-	-	-	-	0%
TOTAL DEBT SERVICE EXPENSE		13,822,095	725,093	742,200	742,200	743,200	0%

Devils Canyon Center Fund

Devils Canyon Center Fund

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Devils Canyon Center Fund

SUMMARY

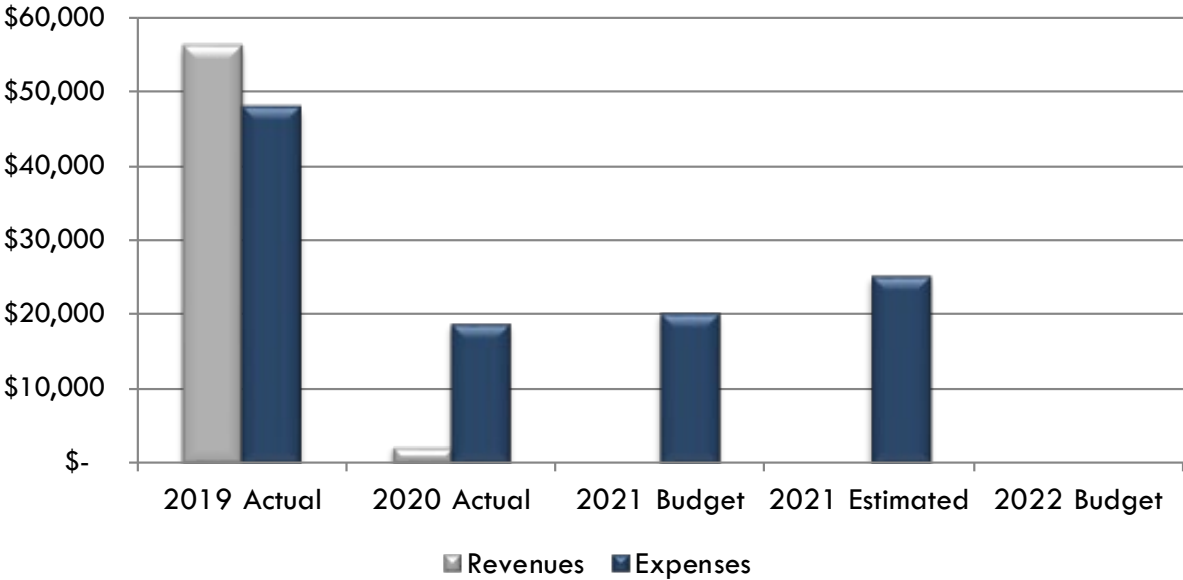
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Beginning Funds	\$ 226,578	\$ 234,864	\$ 218,268	\$ 218,268	\$ 193,093	-12%
Revenues						
Miscellaneous	\$ 56,136	\$ 2,089	\$ -	\$ -	\$ -	N/A
Total Revenues	\$ 56,136	\$ 2,089	\$ -	\$ -	\$ -	N/A
Expenses						
Purchased Property Services	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Other Purchased Services	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	N/A
Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Capital	47,850	-	-	-	-	N/A
Transfers to Other Funds	-	18,685	20,175	25,175	-	-100%
Total Expense	\$ 47,850	\$ 18,685	\$ 20,175	\$ 25,175	\$ -	-100%
Excess (Deficiency) of Revenues over Expenditures	\$ 8,286	\$ (16,596)	\$ (20,175)	\$ (25,175)	\$ -	-100%
Ending Funds Available	\$ 234,864	\$ 218,268	\$ 198,093	\$ 193,093	\$ 193,093	-3%
Components of Funds Available						
Unassigned	\$ 234,864	\$ 218,268	\$ 198,093	\$ 193,093	\$ 193,093	-3%

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.

Devils Canyon Center Fund

REVENUES AND EXPENSES



Revenues

The Museum of Western Colorado and the City of Fruita entered into a Memorandum of Understanding (MOU) in 2014 to renegotiate the lease for the Devils’ Canyon Center with the goal of reducing the lease payment in 2015 and essentially eliminating the payments in 2016 and thereafter. Savings realized by the Museum due to reduction/elimination of lease payments are to be dedicated to improving and marketing Dinosaur Journey. In addition, the MOU provides for a reduction in the amount of property leased to the Museum to include the existing building footprint for the Dinosaur Journey Museum and an Expansion Area adjacent to the existing 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 3 years of the lease.

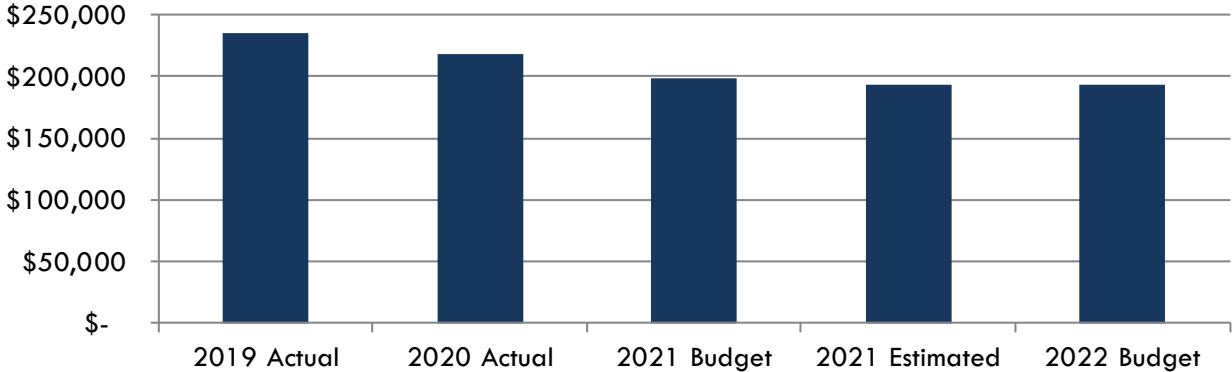
Expenses

The lease requires that the Museum of Western Colorado provide insurance and building maintenance and improvements. Due to the COVID pandemic, the facility was closed for much of

Devils Canyon Center Fund

2020.

FUNDS AVAILABLE



The estimated funds available for the Devils Canyon Center Fund at the end of 2022 is \$193,093. 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.

RESPONSIBILITIES

- 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 and ensure that it remains a point of interest and education for residents and tourists.
- 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.

PRIOR YEAR ACCOMPLISHMENTS

- The annual lease accounting for rent offsets for 2020 was submitted and reviewed. Expenses did not meet the minimum requirements for building improvements and building maintenance in large part due to the pandemic. The City is currently waiting on information for on improvements scheduled for the remainder of 2021 and the 2022 fiscal year.
- Funds were transferred to Capital Projects for the SH340/I-70 interchange roundabout

Devils Canyon Center Fund

improvements.

GOALS

- Development of 5 year capital plan for future building needs and improvements
- New exhibit for 2021 “Exploring extinction – The Dodo” with an anticipated opening date of May 1, 2021
- Future facility improvements to include:
 - Electrical improvements
 - Dock Door replacement
 - Repair down air compressor
 - Add more security cameras
 - Install fume hood in lab
 - Fire-rated doors for main collections room
 - Additional shop/office storage
 - Replace carpet

PERFORMANCE MEASURES

- Compliance with terms of lease agreement.
- Increased Visitation numbers and participation in paleontological excursions with new exhibit for 2021 “Exploring extinction – The Dodo” with an anticipated opening date of May 1, 2021.

BUDGET HIGHLIGHTS

- There are no significant changes in the 2022 Budget.
- Anticipated improvements by the Museum of Western Colorado in exchange for rent offsets pursuant to the lease agreement include:
 - HVAC system improvements with a total project cost of \$192,275
 - Pavement of ADA Emergency ramp

Devils Canyon Center Fund

Revenues

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
MISCELLANEOUS							
210-000-00-3610	Interest on deposits	575	422	-	-	-	N/A
210-000-00-3622	Lease Revenue	47,850	-	-	-	-	
210-000-00-3682	Refunds	7,711	1,667	-	-	-	N/A
		56,136	2,089	-	-	-	N/A
TOTAL REVENUES		56,136	2,089	-	-	-	N/A

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PURCHASED PROPERTY SERVICES							
210-450-00-4440	Building Maintenance	-	-	-	-	-	N/A
210-450-00-4452	Drainage Fees	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
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
CAPITAL							
210-450-00-4720	Building Improvements	47,850	-	-	-	-	N/A
		47,850	-	-	-	-	N/A
TRANSFERS TO OTHER FUNDS							
210-450-00-4930	Transfer to Capital Projects	-	18,685	20,175	25,175	-	-100%
		-	18,685	20,175	25,175	-	-100%
TOTAL EXPENSES		47,850	18,685	20,175	25,175	-	-100%

Irrigation Water Fund

Irrigation Water Fund

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Irrigation Water Fund

SUMMARY

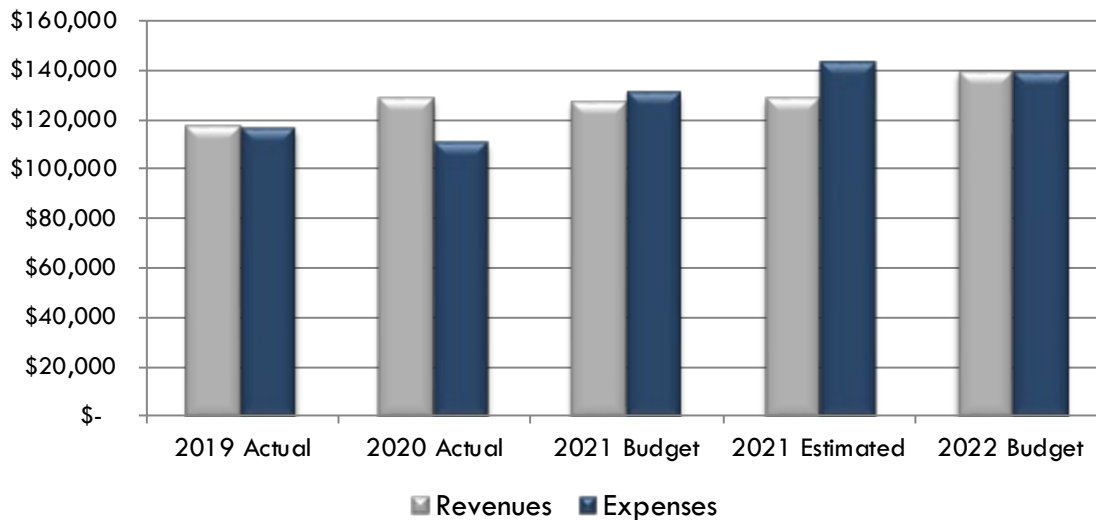
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Beginning Funds Available	\$ 173,077	\$ 173,685	\$ 191,012	\$ 191,012	\$ 177,112	-7%
Revenues						
Charges for Services	\$ 116,680	\$ 127,850	\$ 126,575	\$ 128,500	\$ 139,000	10%
Miscellaneous	77	57	50	50	50	0%
Other Finance Sources	-	-	-	-	-	N/A
Total Revenue	\$ 116,757	\$ 127,907	\$ 126,625	\$ 128,550	\$ 139,050	10%
Expenses						
Personnel Services, Salaries	\$ 57,482	\$ 50,175	\$ 61,700	\$ 61,525	\$ 63,650	3%
Personnel Services, Benefits	23,771	28,552	23,525	23,775	24,225	3%
Purchased Property Services	3,300	2,100	3,100	3,100	1,975	-36%
Other Purchased Services	8,058	6,479	8,400	8,400	9,000	7%
Supplies	13,538	12,774	15,825	16,800	19,975	26%
Operating Expenses	\$ 106,149	\$ 100,080	\$ 112,550	\$ 113,600	\$ 118,825	6%
Capital Projects/Equipment	-	-	-	-	7,400	N/A
Contingency	-	-	-	-	2,700	N/A
Transfers to Other Funds	10,000	10,500	18,000	28,850	10,125	-44%
Total Expense	\$ 116,149	\$ 110,580	\$ 130,550	\$ 142,450	\$ 139,050	7%
Excess (Deficiency) of						
Revenues over Expenditures	\$ 608	\$ 17,327	\$ (3,925)	\$ (13,900)	\$ -	-100%
Ending Funds Available						
	\$ 173,685	\$ 191,012	\$ 187,087	\$ 177,112	\$ 177,112	-5%
Components of Funds Available						
CERF Vehicle Replacement	\$ -	\$ -	\$ 3,200	\$ 3,200	\$ 6,400	100%
Assigned for irrigation operations	173,685	191,012	183,887	173,912	170,712	-7%
	\$ 173,685	\$ 191,012	\$ 187,087	\$ 177,112	\$ 177,112	-5%

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 to Fremont Street (18 1/2 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

Revenues are budgeted at \$139,050, an increase of 10% from the prior year's budget.

This reflects a 7% increase in the annual maintenance fee from \$140 to \$150 per year. The tap fee for irrigation services has not increased since inception of the irrigation system. Users of the system may rent a share of water from the City. This is a pass-through cost of \$26 per year and no increase is anticipated at this time.

While the system is limited in growth there are occasional areas which are eligible for connection to the city operated and maintained irrigation system. The 2022 Budget includes a \$250 increase (\$500 to \$750) for an irrigation tap. Revenues from tap fees in the 2022 budget are based on participation of property owners in the Pabor Way irrigation improvement project. If sufficient property owners choose not to participate in improvements to underground the irrigation ditch, the project will be re-evaluated.

In 2020, there were approximately 784 customers served through the City operated irrigation system. The number of customers remains fairly constant from year to year.

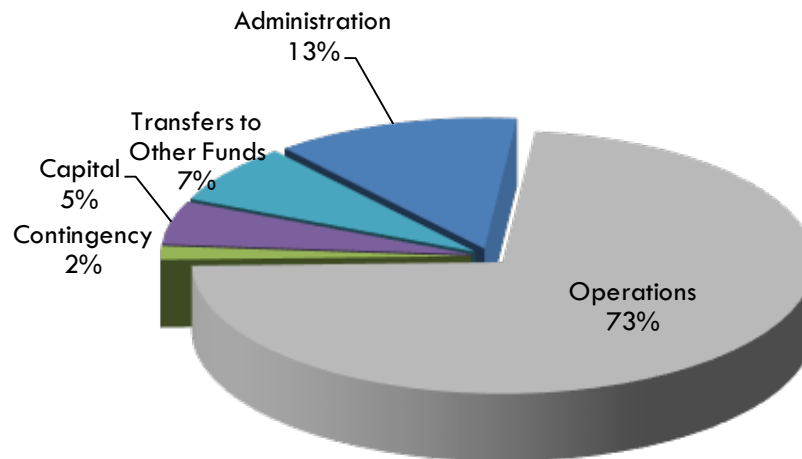
Irrigation Water Fund

Expenses

EXPENSES BY PROGRAM	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Administration	\$ 14,964	\$ 15,687	\$ 16,950	\$ 16,950	\$ 17,725	5%
Operations	91,188	84,392	95,600	96,650	101,100	6%
Subtotal - Operating Expenses	\$ 106,152	\$ 100,079	\$ 112,550	\$ 113,600	\$ 118,825	6%
Capital	-	-	-	-	7,400	N/A
Contingency	-	-	-	-	2,700	N/A
Transfers to Other Funds	10,000	10,500	18,000	28,850	10,125	-44%
Total Expense	\$ 116,152	\$ 110,579	\$ 130,550	\$ 142,450	\$ 139,050	7%

Expenses of \$139,050 are budgeted to increase 7% in 2022.

Expenses - \$139,050



Operational expenses of \$118,825 are budgeted to increase 6%. Additional detail on significant changes in expenses can be found in the program section under Budget Highlights.

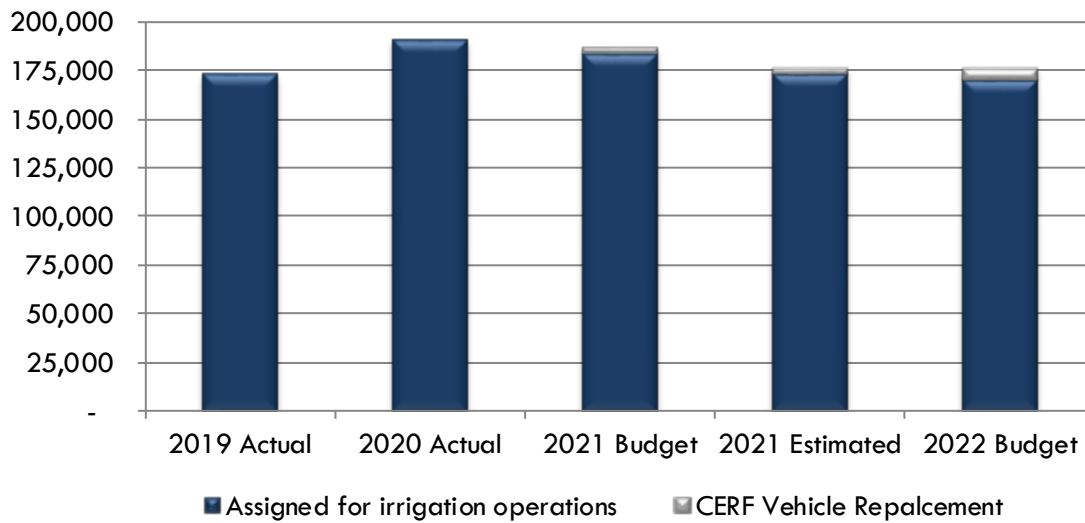
Capital projects and equipment of \$7,400 include the following:

CAPITAL PROJECTS AND EQUIPMENT	
Description	Amount
Capital Projects	
Pabor Way irrigation line improvements	5,000
Capital Equipment	
Irrigation meter	2,400
Total Capital Equipment and Projects	\$ 7,400

Irrigation Water Fund

FUNDS AVAILABLE

The total fund balance for the Irrigation Water Fund is budgeted to remain unchanged and is estimated at \$177,112 at the end of the 2022 fiscal year. This includes \$6,400 in CERF Vehicle Replacement funds and \$170,712 in unrestricted amounts designated for irrigation operations.



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)				
	2019	2020	2021	2022
Hours Summary	Actual	Actual	Budget	Budget
<u>Administration</u>				
Full time employees	337	345	332	332
Part time employees	-	-	-	-
Overtime	-	-	-	-
<i>Total Administration Hours</i>	<i>337</i>	<i>345</i>	<i>332</i>	<i>332</i>
<u>Operations</u>				
Full time employees	1,827	1,875	1,704	1,684
Part time employees	751	48	260	260
Overtime	41	41	60	35
<i>Total Operations Hours</i>	<i>2,619</i>	<i>1,964</i>	<i>2,024</i>	<i>1,979</i>
Total Hours	2,956	2,309	2,356	2,311
Total FTE Equivalent	1.42	1.11	1.13	1.11

Irrigation Water Fund

Revenues

Revenues		2019	2020	2021	2021	2022	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
<u>CHARGES FOR SERVICES</u>							
211-000-00-3441	Monthly Irrigation Charges	114,680	126,850	126,575	127,000	134,000	6%
211-000-00-3449	Irrigation tap fees	2,000	1,000	-	1,500	5,000	N/A
211-000-00-3489	Penalty and Interest Charges	-	-	-	-	-	N/A
		116,680	127,850	126,575	128,500	139,000	10%
<u>MISCELLANEOUS</u>							
211-000-00-3610	Interest on deposits	77	57	50	50	50	0%
211-000-00-3611	Interest on assessments	-	-	-	-	-	N/A
211-000-00-3680	Miscellaneous Revenues	-	-	-	-	-	N/A
		77	57	50	50	50	0%
<u>OTHER FINANCING SOURCES</u>							
211-000-00-3950	Sale of Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL REVENUES		116,757	127,907	126,625	128,550	139,050	10%

Irrigation Water Fund

Expense Summary

Expenses		2019	2020	2021	2021	2022	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
4113	Salaries, Public Works	46,055	48,864	54,450	54,275	56,700	4%
4119	Personnel Adjustments	-	-	-	-	875	N/A
4120	Part Time	10,299	107	4,950	4,950	4,900	-1%
4130	Overtime	1,128	1,204	2,300	2,300	1,175	-49%
		57,482	50,175	61,700	61,525	63,650	3%
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210	Health Insurance	15,892	20,828	14,200	14,200	14,650	3%
4220	FICA Payroll Expense	3,431	3,002	3,850	3,850	3,900	1%
4221	Medicare Payroll Expense	803	702	950	950	950	0%
4230	Retirement Contribution	2,070	2,193	2,600	2,600	2,600	0%
4250	Unemployment Insurance	167	145	225	225	225	0%
4260	Workers Compensation Insurance	1,408	1,682	1,700	1,950	1,900	12%
		23,771	28,552	23,525	23,775	24,225	3%
<u>PURCHASED PROPERTY SERVICES</u>							
4435	Fleet Maintenance Charges	3,300	2,100	3,100	3,100	1,975	-36%
		3,300	2,100	3,100	3,100	1,975	-36%
<u>OTHER PURCHASED SERVICES</u>							
4512	Irrigation Sys Repair & Maint	8,058	6,479	8,400	8,400	9,000	7%
		8,058	6,479	8,400	8,400	9,000	7%
<u>SUPPLIES</u>							
4610	Office Supplies	-	-	300	300	300	0%
4611	Postage	400	350	500	500	575	15%
4612	Supplies and Equipment	1,662	623	2,600	2,600	5,500	112%
4613	Water Share Rentals	9,924	10,202	11,000	11,000	11,000	0%
4620	Utilities	-	-	-	-	-	N/A
4626	Gas and Oil	1,552	1,599	1,425	2,400	2,600	82%
		13,538	12,774	15,825	16,800	19,975	26%
<u>CAPITAL PROJECTS AND EQUIPMENT</u>							
4730	Construction	-	-	-	-	5,000	N/A
4743	Equipment	-	-	-	-	2,400	N/A
		-	-	-	-	7,400	N/A
<u>CONTINGENCY</u>							
4850	Contingency	-	-	-	-	2,700	N/A
		-	-	-	-	2,700	N/A
<u>TRANSFERS TO OTHER FUNDS</u>							
4911	Transfer to Irrigation Fund	-	-	7,500	18,350	-	
4950	Transfer to General Fund	10,000	10,500	10,500	10,500	10,125	-4%
		10,000	10,500	18,000	28,850	10,125	-44%
TOTAL EXPENDITURES		116,149	110,580	130,550	142,450	139,050	7%

Irrigation Water Fund Administration

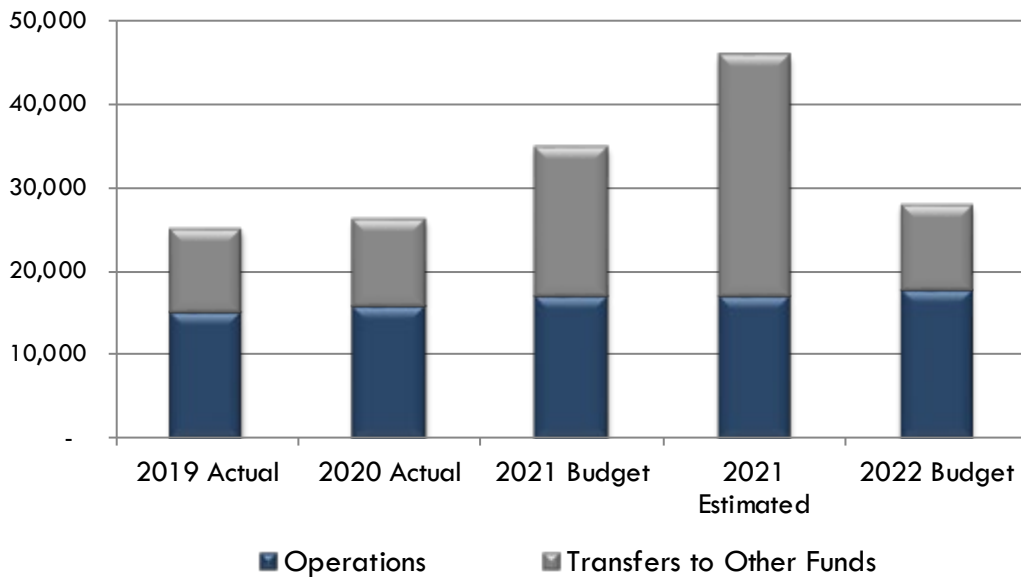
EXPENDITURES

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 10,805	\$ 11,207	\$ 11,350	\$ 11,175	\$ 12,000	6%
Personnel Services, Benefits	3,759	4,130	4,800	4,975	4,850	1%
Supplies	400	350	800	800	875	9%
Subtotal	\$ 14,964	\$ 15,687	\$ 16,950	\$ 16,950	\$ 17,725	5%
Contingency	-	-	-	-	2,700	N/A
Transfers to Other Funds	10,000	10,500	18,000	28,850	10,125	-44%
Total Expense	\$ 24,964	\$ 26,187	\$ 34,950	\$ 45,800	\$ 30,550	-13%

MISSION

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

RESPONSIBILITIES

- Provide clean, usable irrigation water to all residents connected to the distribution system.
- Maintain and improve record keeping for proper billing of all irrigation water users during the irrigation season.

PRIOR YEAR ACCOMPLISHMENTS

- Completed the extension of the irrigation distribution line in Ash Street to provide irrigation service to residents as part of the Ash Street Sewer Line replacement project.

GOALS

- Coordinate between Public Works and Administration staff to complete an audit of customer usage and billing process.
- Maintain water user contact list and update annually to ensure irrigation issues can be communicated to impacted users.

BUDGET HIGHLIGHTS

- There are no transfers to the Capital Projects Fund in 2022 for combined infrastructure improvement projects.

Irrigation Water Fund

Administration

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
211-431-10-4113	Salaries, Public Works	10,805	11,207	11,350	11,175	12,000	6%
211-431-10-4120	Part Time	-	-	-	-	-	N/A
211-431-10-4130	Overtime	-	-	-	-	-	N/A
		10,805	11,207	11,350	11,175	12,000	6%
<u>PERSONNEL SERVICES, BENEFITS</u>							
211-431-10-4210	Health Insurance	2,330	2,442	3,100	3,100	3,100	0%
211-431-10-4220	FICA Payroll Expense	638	673	700	700	750	7%
211-431-10-4221	Medicare Payroll Expense	149	157	200	200	200	0%
211-431-10-4230	Retirement Contribution	486	503	550	550	550	0%
211-431-10-4250	Unemployment Insurance	31	33	50	50	50	0%
211-431-10-4260	Workers Compensation Insurance	125	322	200	375	200	0%
		3,759	4,130	4,800	4,975	4,850	1%
<u>SUPPLIES</u>							
211-431-10-4610	Office Supplies	-	-	300	300	300	0%
211-431-10-4611	Postage	400	350	500	500	575	15%
		400	350	800	800	875	9%
<u>CAPITAL</u>							
211-431-10-4743	Equipment	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
<u>CONTINGENCY</u>							
211-431-10-4850	Contingency	-	-	-	-	2,700	N/A
		-	-	-	-	2,700	N/A
<u>TRANSFERS TO OTHER FUNDS</u>							
211-431-10-4911	Transfer to Sewer Fund	-	-	7,500	18,350	-	
211-431-10-4950	Transfer to General Fund	10,000	10,500	10,500	10,500	10,125	-4%
		10,000	10,500	18,000	28,850	10,125	-44%
TOTAL EXPENDITURES		24,964	26,187	34,950	45,800	30,550	-13%

Irrigation Water Fund

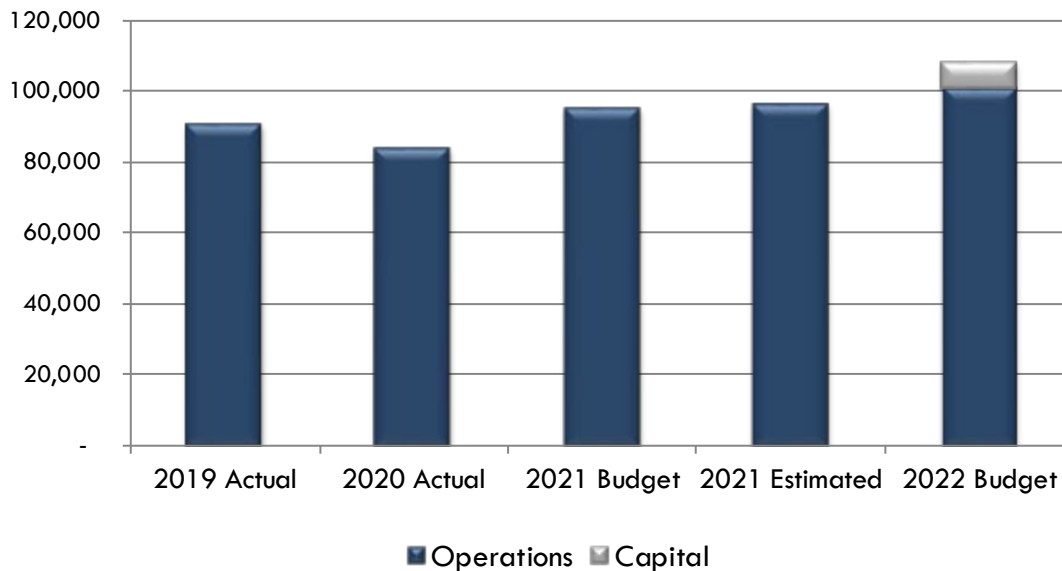
Operations

EXPENDITURES	2019	2020	2021	2021	2022	%
	Actual	Actual	Budget	Estimated	Budget	Chg.
Personnel Services, Salaries	\$ 46,678	\$ 38,968	\$ 50,350	\$ 50,350	\$ 51,650	3%
Personnel Services, Benefits	20,014	24,421	18,725	18,800	19,375	3%
Purchased Property Services	3,300	2,100	3,100	3,100	1,975	-36%
Other Purchased Services	8,058	6,479	8,400	8,400	9,000	7%
Supplies	13,138	12,424	15,025	16,000	19,100	27%
Subtotal	\$ 91,188	\$ 84,392	\$ 95,600	\$ 96,650	\$ 101,100	6%
Capital	-	-	-	-	7,400	N/A
Total Expense	\$ 91,188	\$ 84,392	\$ 95,600	\$ 96,650	\$ 108,500	13%

MISSION

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

RESPONSIBILITIES

- The irrigation program will provide usable irrigation water to all residents connected to the distribution system and continue to make improvements to the open ditch system throughout the city where they still exist.
- Continue to upgrade the existing system and improve the head gate filtering systems and service areas to minimize maintenance and operation costs. Seasonal maintenance is required to replace damaged portions of the system as well as maintenance and inspection practices to ensure a functional system.

PRIOR YEAR ACCOMPLISHMENTS

- Evaluated and adjusted the flush valves for correct operation.
- Prepared the head gate system early in the year for upcoming season.
- Maintained the head gate system and flushing program on a weekly basis with additional flushing as needed in noted problem areas. Staff developed a water wheel brushing cleaning system that was installed on headgates to remove moss.
- Maintained all trash cleaners and flow meters at head gates and diversions.
- The 2021 irrigation season kept crews busy with twice daily cleaning of headgates due to the amount of moss generated that plugged up headgates and restricted flow to water users. These conditions will continue as we experience low flows and high temperatures.

GOALS

- Maintain water user contact list and update annually to ensure irrigation issues can be communicated to impacted users
- Complete valve inventory and develop standard operating procedures including mapping and valve testing and input information into GIS system
- Prepare headgate system early in the season. Develop a permanent headgate cleaning system and repair all trash cleaners as needed
- Provide public information on irrigation troubleshooting, contact information, and equipment recommendations

PERFORMANCE MEASURES

- Develop & implement a valve exercising program to identify valves that are non-functional and schedule valve replacements prior to irrigation season.
- Monitor after-hour call outs for irrigation as performance measure of how well the system is being maintained with a goal of reducing call back time by 10%.

Irrigation Water Fund

Operations

BUDGET HIGHLIGHTS

- The 2022 Budget includes a \$2,900 (112%) increase in supplies and equipment to maintain the irrigation system.
- Capital expenses of \$7,400 include:
 - 6" water meter - \$2,400
 - Pabor Way irrigation system improvements - \$5,000

Irrigation Water Fund

Operations

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
211-431-53-4113	Salaries, Public Works	35,251	37,657	43,100	43,100	44,700	4%
211-431-53-4119	Personnel Adjustments	-	-	-	-	875	N/A
211-431-53-4120	Part Time	10,299	107	4,950	4,950	4,900	-1%
211-431-53-4130	Overtime	1,128	1,204	2,300	2,300	1,175	-49%
		46,678	38,968	50,350	50,350	51,650	3%
PERSONNEL SERVICES, BENEFITS							
211-431-53-4210	Health Insurance	13,562	18,385	11,100	11,100	11,550	4%
211-431-53-4220	FICA Payroll Expense	2,794	2,329	3,150	3,150	3,150	0%
211-431-53-4221	Medicare Payroll Expense	654	545	750	750	750	0%
211-431-53-4230	Retirement Contribution	1,585	1,690	2,050	2,050	2,050	0%
211-431-53-4250	Unemployment Insurance	136	112	175	175	175	0%
211-431-53-4260	Workers Compensation Insurance	1,283	1,360	1,500	1,575	1,700	13%
		20,014	24,421	18,725	18,800	19,375	3%
PURCHASED PROPERTY SERVICES							
211-431-53-4435	Fleet Maintenance Charges	3,300	2,100	3,100	3,100	1,975	-36%
		3,300	2,100	3,100	3,100	1,975	-36%
OTHER PURCHASED SERVICES							
211-431-53-4512	Irrigation Sys Repair & Mainte	8,058	6,479	8,400	8,400	9,000	7%
		8,058	6,479	8,400	8,400	9,000	7%
SUPPLIES							
211-431-53-4610	Office Supplies	-	-	-	-	-	N/A
211-431-53-4612	Supplies and Equipment	1,662	623	2,600	2,600	5,500	112%
211-431-53-4613	Water Share Rentals	9,924	10,202	11,000	11,000	11,000	0%
211-431-53-4620	Utilities	-	-	-	-	-	N/A
211-431-53-4626	Gas and Oil	1,552	1,599	1,425	2,400	2,600	82%
		13,138	12,424	15,025	16,000	19,100	27%
CAPITAL							
211-431-53-4730	Construction	-	-	-	-	5,000	N/A
211-431-53-4743	Equipment	-	-	-	-	2,400	N/A
		-	-	-	-	7,400	N/A
TOTAL EXPENDITURES		91,188	84,392	95,600	96,650	108,500	13%

Sewer Fund

Sewer Fund

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Sewer Fund

SUMMARY

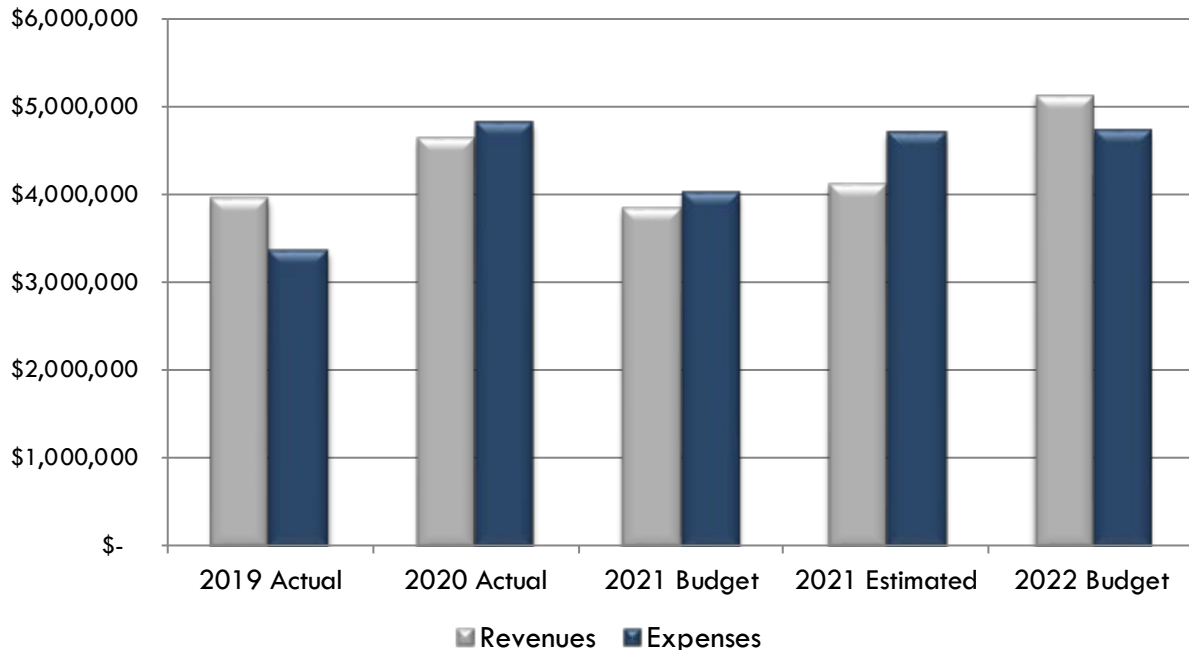
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Beginning Funds Available	\$5,047,705	\$5,598,296	\$4,936,520	\$ 5,454,242	\$4,860,322	-2%
Revenues						
Intergovernmental Revenues	\$ 13,765	\$ 342,363	\$ -	\$ -	\$1,050,000	N/A
Charges for Services	3,844,058	4,265,309	3,810,000	4,085,000	4,060,000	7%
Miscellaneous	79,116	28,790	14,500	6,500	7,000	-52%
Other Financing Sources	12,910	3,250	7,500	18,350	-	-100%
Total Revenue	\$3,949,849	\$4,639,712	\$3,832,000	\$ 4,109,850	\$5,117,000	34%
Expenses by type						
Personnel Services, Salaries	\$ 552,167	\$ 558,871	\$ 616,200	\$ 616,200	\$ 665,950	8%
Personnel Services, Benefits	236,625	254,942	293,750	293,750	301,200	3%
Purchased Professional Svcs	38,032	30,551	66,000	62,350	65,500	-1%
Property Property Services	50,040	52,625	77,800	77,800	92,600	19%
Other Purchased Services	132,536	127,484	132,800	162,570	159,100	20%
Supplies	311,340	336,923	332,400	347,400	382,600	15%
Contingency	-	-	72,800	50,800	55,150	-24%
Operating Transfers	160,000	165,000	165,000	165,000	165,000	0%
Operating Expenses	\$1,480,740	\$1,526,396	\$1,756,750	\$ 1,775,870	\$1,887,100	7%
Debt Service, Principal	780,000	845,000	910,000	910,000	975,000	7%
Debt Service, Interest	491,284	460,968	442,550	262,000	242,500	-45%
Capital Transfers	-	-	311,300	429,150	300,000	-4%
Capital Projects & Equipment	609,169	1,989,307	606,350	1,313,750	1,316,000	117%
Special Projects	165	-	-	13,000	-	N/A
Total Expense	\$3,361,358	\$4,821,671	\$4,026,950	\$ 4,703,770	\$4,720,600	17%
Excess (Deficiency) of						
Revenues over Expenditures	\$ 588,491	\$ (181,959)	\$ (194,950)	\$ (593,920)	\$ 396,400	-303%
Adjustment to Budgetary Basis	(37,900)	37,905	-	-	-	
Ending Funds Available	\$ 5,598,296	\$ 5,454,242	\$ 4,741,570	\$ 4,860,322	\$ 5,256,722	11%
Components of Funds Available						
Restricted for loan covenants	\$ 917,736	\$ 963,442	\$1,002,750	\$ 932,301	\$ 979,067	-2%
Assigned-WWTF equip	1,044,888	1,069,889	1,087,613	1,112,389	750,000	-31%
Assigned-Vehicle replacement	338,677	413,677	391,177	407,177	466,177	19%
Assigned-Future expansion	-	-	-	-	385,000	N/A
Assigned-Sewer operations	3,296,995	3,007,234	2,260,030	2,408,455	2,676,478	18%
	\$5,598,296	\$5,454,242	\$4,741,570	\$ 4,860,322	\$5,256,722	11%

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 \$5.1 million in 2022 and include monthly charges for sewer service, plant investment fees and America Rescue Plan Act (ARPA) funds. There is a 38% increase from 2021 budgeted revenues of \$3.8 million. Changes in revenues include:

Rate Increases: The increase in monthly charges is based on a 4% rate increase. The sewer rate study conducted in 2018 recommended a 2% annual increase for 2019 thru 2023. Due to economic hardships on sewer customers due to the COVID pandemic, no rate increase was implemented in 2021. Monthly charges are budgeted to increase as follows:

- Single family residence: \$2 per month from \$48 to \$50 per month
- Senior citizen rate (based on age and income eligibility): \$0.80 per month from \$19.30 to \$20.10
- Commercial base rate: \$2.20 per month from \$55.15 to \$57.35 per month plus volume charges as follows:
 - 1,000 gallons in excess of 5,000 to 105,000 gallons: \$0.30 from \$7.20 to \$7.50

Sewer Fund

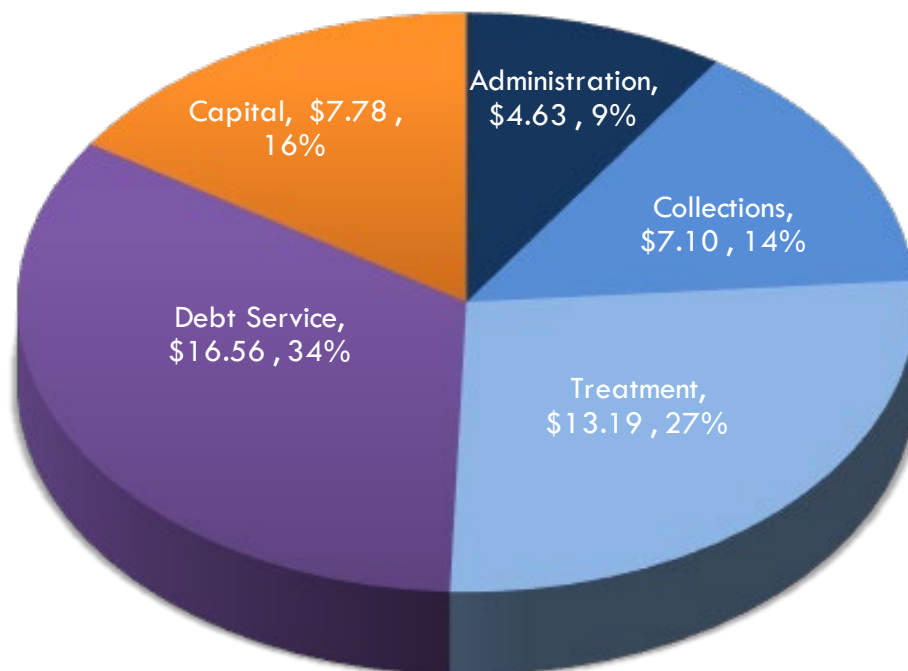
per 1,000 gallons

- 1,000 gallons in excess of 105,000 gallons: \$0.20 from \$4.45 to \$4.65 per 1,000 gallons.

The City currently bills 5,235 properties for sewer service which reflects a 1.5% increase in the number of customers from the prior year and a 1% increase is projected for 2022.

The monthly charge for sewer service is used to fund operations (50%) including maintenance of collections lines, treatment of wastewater, and administration. Debt service payments account for 34% and capital improvements and equipment (16%) of the monthly charge with remaining capital

Use of monthly sewer charge - \$50



improvement expenses funded through grant funds.

Plant investment fees are budgeted to increase \$35,000 (10%) and is based on the assumption that approximately 55 new residential building permits will be issued in 2022. The plant investment fee will remain at \$7,000 in 2022 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 City has allocated \$1,050,000 in America Rescue Plan (ARP) funds for H2S gas mitigation and odor control, and the Vortex Sludge Removal capital project.

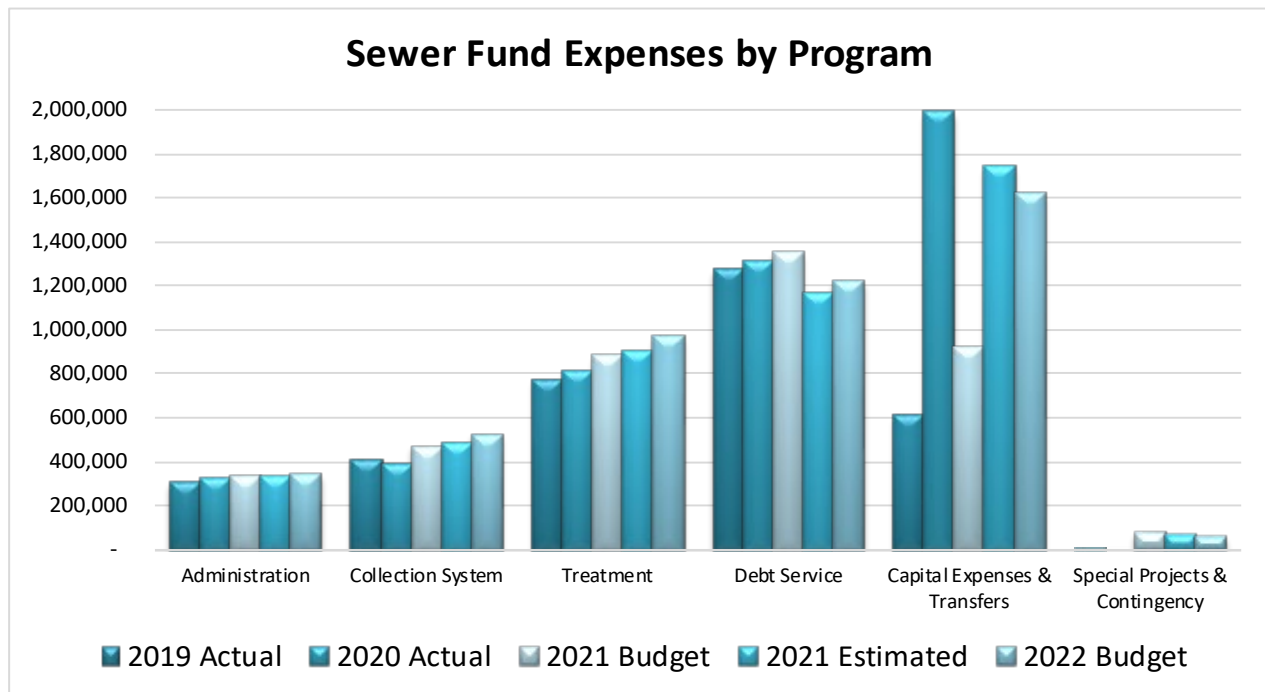
Sewer Fund

Expenses

Expenses by Program

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Expenses						
Administration	\$ 143,742	\$ 159,601	\$ 169,300	\$ 168,900	\$ 175,300	4%
Collections	406,478	386,632	468,500	487,520	521,950	11%
Treatment	770,522	815,164	881,150	903,650	969,700	10%
Contingency	-	-	72,800	50,800	55,150	-24%
Operating Transfers	160,000	165,000	165,000	165,000	165,000	0%
Operating Expenses	1,480,742	1,526,397	1,756,750	1,775,870	1,887,100	7%
Debt Service, Principal	780,000	845,000	910,000	910,000	975,000	7%
Debt Service, Interest	491,284	460,968	442,550	262,000	242,500	-45%
Special Projects	165	-	-	13,000	-	N/A
Capital Projects	423,479	1,915,434	487,500	1,192,000	1,287,000	164%
Capital Equipment	185,690	73,873	118,850	121,750	29,000	-76%
Capital Transfers	-	-	311,300	429,150	300,000	-4%
Total Expense	\$ 3,361,363	\$ 4,821,672	\$ 4,026,950	\$ 4,703,770	\$ 4,720,600	17%

Sewer Fund expenses of \$4.7 million are budgeted to increase 17% from the 2021 Budget. This includes a 7% increase in operating expenses, a 10% decrease in debt service, and a 76% increase in capital expenses.



- Operational expenses of \$1.9 million include the administration, collections and treatment programs and reflect an increase of 7% from the 2021 Budget. Additional detail on significant changes in expenses can be found in the program section under Budget Highlights.

Sewer Fund

- Capital projects and equipment of \$1.6 million, including transfers to the Capital Projects Fund, include the following:

CAPITAL EXPENSES	Program	Amount
Capital Equipment		
<u>New Capital Equipment</u>		
Computer Monitors	Treatment	\$ 3,000
GPS Utility Locator	Collections	14,000
Valve Actuator/Exerciser	Collections	12,000
Capital Equipment Total		\$ 29,000
Capital Projects		
WWTF - Sludge Removal Vortex Project	212-600	\$ 250,000
WWTF - Ventilation and Foul Air Treatment	212-602	800,000
Maple Street Sewer Line replacement	130-732	300,000
H2S Gas Mitigation in sewer lines	212-603	237,000
Capital Projects Total		\$ 1,587,000
Grand Total		\$ 1,616,000

- Debt services expenses of \$1.2 million include a loan issued in 2010 from the Colorado Water and Power Development Authority for construction of the wastewater treatment facility. Debt service payments are budgeted to decrease 10% in 2022. This decrease is a result of refunding of the bonds underlying the loan in 2021 resulting in annual savings of approximately \$165,000 to \$170,000, and a total of \$1.8 million through the life of the loan.

FUNDS AVAILABLE

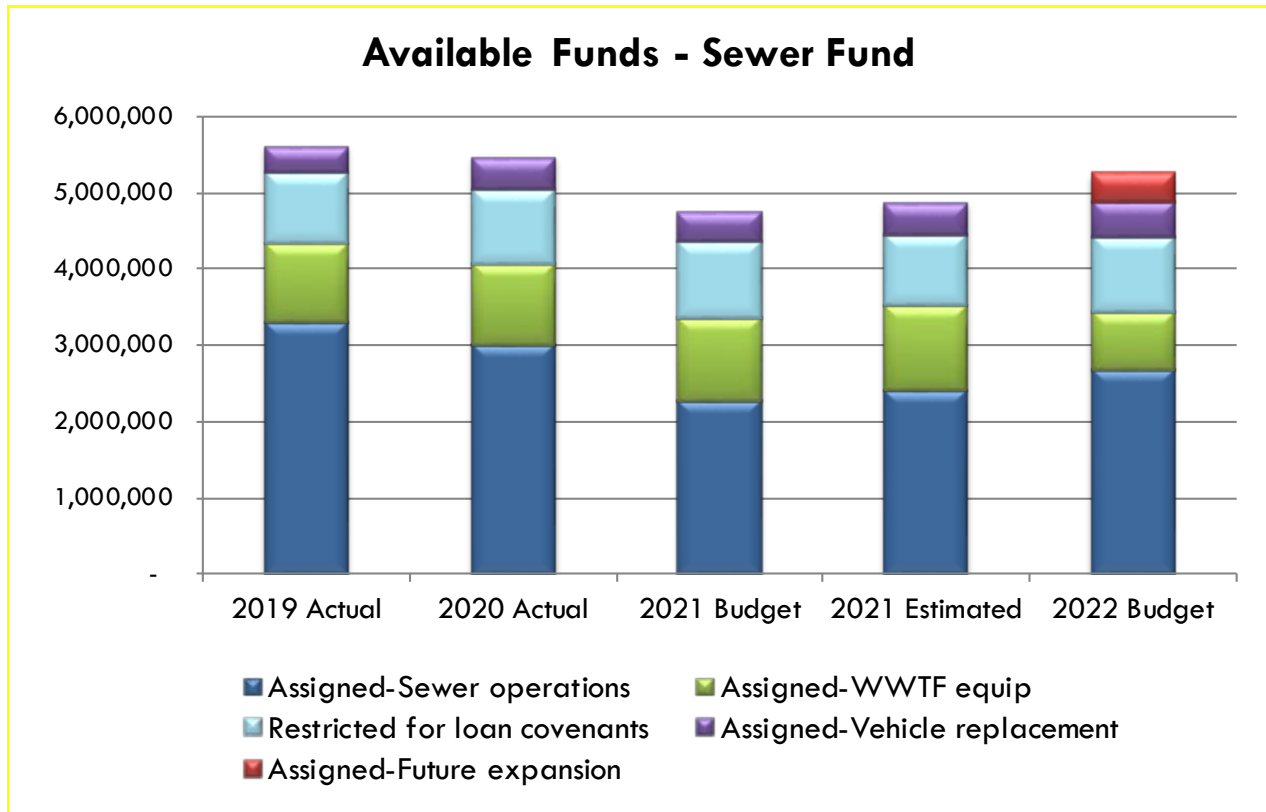
Available funds at the end of 2022 are estimated at \$5.2 million. The 2022 Budget includes the addition of \$396,400 to available funds. Available funds include the following amounts and adjustments:

Changes in Available Funds

- *Assigned for sewer operations – \$2,676,478.* This amount represents funds available for purposes of sewer operations and is budgeted to increase \$268,023 from 2021 estimated ending balances due to a \$250,000 reduction in amounts assigned for WWTP equipment and adjustments to other components of available funds.
- *Restricted for loan covenants – \$979,067.* 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 \$46,766 in 2022 primarily due to increases in operational expenses.
- *Assigned for wastewater treatment facility equipment replacement - \$750,000.* This amount is budgeted to decrease \$362,389 in 2022 based on evaluation of potential emergency needs for equipment replacements at the WWRF.

Sewer Fund

- *Assigned for vehicle/equipment replacement - \$466,177.* The 2022 Budget includes the annual addition of \$59,000 to these funds. There are no replacement vehicle and equipment expenses included in the 2022 Budget.
- *Assigned for future capacity improvements - \$385,000.* The 2022 Budget includes a new component of funds available for future expansion of the treatment and collection system as differentiated from repair and maintenance of the existing system. This amount is equivalent to the amount budgeted for plant investment fees.



Personnel – Positions and Manhours

There are no significant changes in personnel in the 2022 Budget. The following tables show the historical and proposed positions included in the budget as well as actual manhours worked.

Sewer Fund

SEWER FUND MANHOURS CHART				
Hours Summary	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Administration				
Full time employees	2,926	2,998	2,881	2,881
Part time employees	-	-	-	-
Overtime	-	-	-	-
<i>Total Administration Hours</i>	2,926	2,998	2,881	2,881
Collections				
Full time employees	9,432	9,084	9,422	9,438
Part time employees	-	-	780	780
Overtime	321	280	267	265
<i>Total Collections Hours</i>	9,753	9,364	10,469	10,483
Treatment				
Full time employees	10,692	11,048	10,880	10,880
Part time employees	-	-	-	-
Overtime	162	134	200	200
<i>Total Treatment Hours</i>	10,854	11,182	11,080	11,080
Total Hours	23,533	23,544	24,430	24,444
Total FTE Equivalent	11.31	11.32	11.75	11.75

SEWER FUND POSITION CHART				
Position	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Sewer Administration				
Public Works Director	0.500	0.485	0.485	0.485
Public Works Superintendant	0.500	0.415	0.415	0.415
Administrative Technician	0.500	0.485	0.485	0.485
Collections				
Crew Supervisor	1.000	1.000	0.800	0.800
Crew Leader	0.150	0.150	0.100	0.100
Heavy Equipment Operator	1.300	1.300	1.450	1.450
Senior Maintenance Worker	1.000	1.000	0.000	1.000
Maintenance Worker II	1.000	1.000	2.100	2.100
Maintenance Worker I	0.000	0.000	0.750	0.380
Treatment				
Wastewater Superintendent	1.000	1.000	1.000	1.000
Wastewater Operator A	3.000	3.000	1.000	2.000
Wastewater Operator B	1.000	1.000	2.000	2.000
Wastewater Operator C	0.000	0.000	1.000	0.000
Total Positions	10.95	10.84	11.59	12.22

Sewer Fund

Revenues

Revenues		2019	2020	2021	2021	2022	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
<u>INTERGOVERNMENTAL REVENUES</u>							
212-000-00-3319	ARPA Grant	-	117	-	-	1,050,000	N/A
212-000-00-3342	Energy Impact Grant	13,765	342,246	-	-	-	N/A
		13,765	342,363	-	-	1,050,000	N/A
<u>CHARGES FOR SERVICES</u>							
212-000-00-3441	Sewer Charges - Res	2,915,867	3,008,930	3,005,000	3,055,000	3,175,000	6%
212-000-00-3442	Sewer Charges - Comm	461,226	463,703	455,000	505,000	500,000	10%
212-000-00-3449	Plant Investment Fees	466,965	592,676	350,000	525,000	385,000	10%
212-000-00-3484	Developer Contribution		200,000	-	-	-	N/A
		3,844,058	4,265,309	3,810,000	4,085,000	4,060,000	7%
<u>MISCELLANEOUS</u>							
212-000-00-3610	Interest on deposits	69,628	25,764	13,000	3,700	5,000	-62%
212-000-00-3680	Miscellaneous	4,350	1,915	1,500	2,800	2,000	33%
212-000-00-3682	Refunds	5,138	1,111	-	-	-	N/A
		79,116	28,790	14,500	6,500	7,000	-52%
<u>OTHER FINANCING SOURCES</u>							
212-000-00-3915	Transfer from Irrigation Fund	-	-	7,500	18,350	-	-100%
212-000-00-3950	Sale of Equipment	12,910	3,250	-	-	-	N/A
		12,910	3,250	7,500	18,350	-	-100%
TOTAL REVENUES		3,949,849	4,639,712	3,832,000	4,109,850	5,117,000	34%

Sewer Fund

Summary

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
4113	Salaries, Public Works	537,879	546,312	588,200	588,200	625,925	6%
4119	Personnel Adjustments	-	-	-	-	9,625	
4120	Part Time	-	-	11,900	11,900	13,850	16%
4130	Overtime	14,288	12,559	16,100	16,100	16,550	3%
		552,167	558,871	616,200	616,200	665,950	8%
<u>PERSONNEL SERVICES, BENEFITS</u>							
4210	Health Insurance	161,179	176,018	206,650	206,225	207,300	0%
4220	FICA Payroll Expense	33,172	33,738	38,250	38,250	40,750	7%
4221	Medicare Payroll Expense	7,758	7,890	9,000	9,000	9,550	6%
4230	Retirement Contribution	24,118	24,732	27,200	27,200	28,950	6%
4250	Unemployment Insurance	1,616	1,627	1,900	1,900	2,000	5%
4260	Workers Compensation Ins	8,782	10,937	10,750	11,175	12,650	18%
		236,625	254,942	293,750	293,750	301,200	3%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
4310	Professional Development	7,416	6,064	12,500	10,000	14,000	12%
4335	Engineering	15,713	7,086	22,000	24,350	20,000	-9%
4342	Lab Work	14,904	17,401	31,500	28,000	31,500	0%
		38,033	30,551	66,000	62,350	65,500	-1%
<u>PURCHASED PROPERTY SERVICES</u>							
4430	Service Contracts	10,536	11,446	15,000	15,000	15,000	0%
4435	Fleet Maintenance Charges	26,700	22,400	43,600	43,600	56,825	30%
4438	IT Services	12,804	18,779	19,200	19,200	20,775	8%
4452	Drainage Fees	-	-	-	-	-	N/A
		50,040	52,625	77,800	77,800	92,600	19%
<u>OTHER PURCHASED SERVICES</u>							
4511	Sewer Permit	7,629	7,752	8,000	8,000	8,000	0%
4512	Sewer Sys. Repair & Maint.	65,266	61,241	50,000	65,270	74,000	48%
4513	Lift Station Repair & Maint.	17,751	15,456	30,000	44,500	28,000	-7%
4520	Property Insurance	36,500	41,000	41,000	41,000	45,000	10%
4530	Telephone	5,390	2,035	3,800	3,800	4,100	8%
		132,536	127,484	132,800	162,570	159,100	20%
<u>SUPPLIES</u>							
4610	Office Supplies	2,755	2,172	4,250	2,500	4,250	0%
4611	Postage	600	420	600	600	600	0%
4612	Supplies and Equipment	35,561	65,349	44,000	49,000	43,000	-2%
4616	Chemicals	36,974	24,440	39,000	39,000	40,000	3%
4618	Lab Supplies and Equipment	-	-	-	-	19,500	N/A
4620	Utilities	214,029	228,074	224,500	238,000	248,000	10%
4626	Fuel	15,917	11,393	12,700	12,450	18,200	43%
4630	Meeting/Appreciation Supplies	-	121	750	350	750	0%
4661	Uniforms	3,611	3,837	3,500	3,000	5,000	43%
4662	Safety Equipment	1,893	1,117	3,100	2,500	3,300	6%
		311,340	336,923	332,400	347,400	382,600	15%

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Sewer Fund

Summary

Expenses		2019	2020	2021	2021	2022	%
Account	Description	Actual	Actual	Budget	Estimated	Budget	Chg.
<u>DEBT SERVICE PRINCIPAL</u>							
4714	Loan Payment, Principal	780,000	845,000	910,000	910,000	975,000	7%
		780,000	845,000	910,000	910,000	975,000	7%
<u>DEBT SERVICE INTEREST</u>							
4724	Loan Payment, Interest	491,284	460,968	442,550	262,000	242,500	-45%
		491,284	460,968	442,550	262,000	242,500	-45%
<u>CAPITAL</u>							
4740	Capital Projects	423,479	1,915,434	487,500	1,192,000	1,287,000	164%
4742	Mobile Equipment	-	73,873	75,000	75,000	-	-100%
4743	Furniture and Equipment	180,369	-	41,000	43,500	26,000	-37%
4744	Computer Equipment	5,321	-	2,850	3,250	3,000	5%
		609,169	1,989,307	606,350	1,313,750	1,316,000	117%
<u>SPECIAL PROJECTS</u>							
4824	WWTF Rate Study	165	-	-	-	-	
4827	WWRF Needs Assessment	-	-	-	13,000	-	N/A
		165	-	-	13,000	-	N/A
<u>CONTINGENCY</u>							
4850	Contingency	-	-	72,800	50,800	55,150	-24%
		-	-	72,800	50,800	55,150	-24%
<u>TRANSFERS</u>							
4930	Transfer to Capital Projects	-	-	311,300	429,150	300,000	-4%
4950	Transfer to General Fund	160,000	165,000	165,000	165,000	165,000	0%
		160,000	165,000	476,300	594,150	465,000	-2%
TOTAL EXPENDITURES		3,361,359	4,821,671	4,026,950	4,703,770	4,720,600	17%

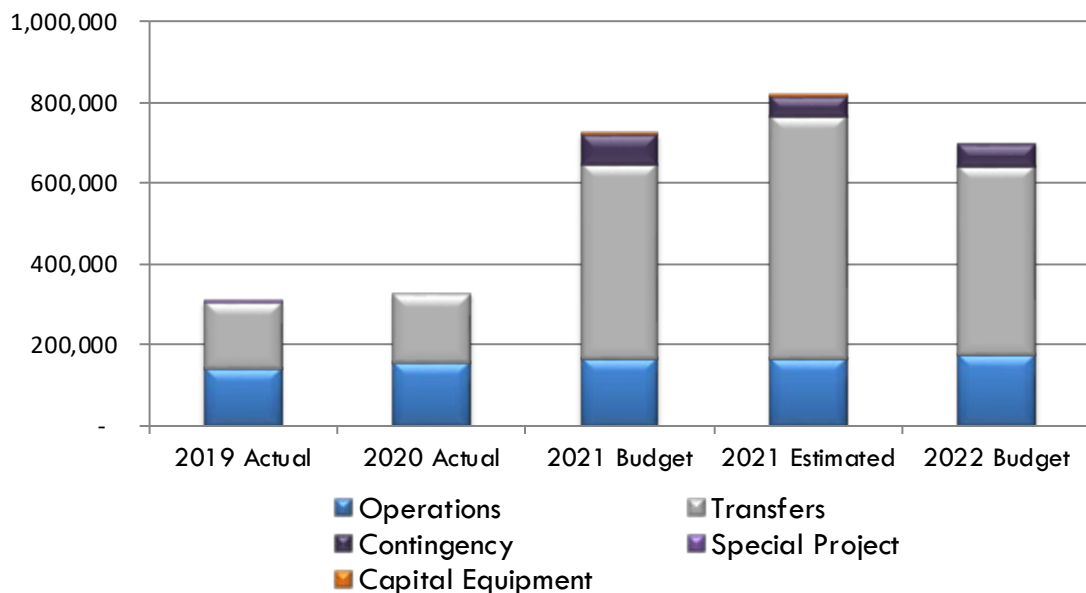
Sewer Fund Administration

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 91,892	\$ 97,916	\$ 98,300	\$ 98,300	\$ 104,425	6%
Personnel Services, Benefits	30,942	33,678	41,900	41,900	40,200	-4%
Purchased Professional Services	-	400	500	500	500	0%
Purchased Property Services	17,488	24,795	25,200	25,200	26,775	6%
Other Purchased Services	679	1,048	600	600	600	0%
Supplies	2,741	1,764	2,800	2,400	2,800	0%
Subtotal	\$ 143,742	\$ 159,601	\$ 169,300	\$ 168,900	\$ 175,300	4%
Capital Equipment	-	-	2,850	3,250	-	-100%
Contingency	-	-	72,800	50,800	55,150	-24%
Special Project	165	-	-	-	-	N/A
Transfers	160,000	165,000	476,300	594,150	465,000	-2%
Total Expense	\$ 303,907	\$ 324,601	\$ 721,250	\$ 817,100	\$ 695,450	-4%

MISSION

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

RESPONSIBILITIES

Maintain the wastewater collection system and operate the treatment facility within the Colorado Discharge Permit System limitations.

PRIOR YEAR ACCOMPLISHMENTS

- The Maple Street Capital improvement project was completed on N. Maple Street. Due to competitive pricing the City was able to extend the project to include a portion of Aspen Street.
- The City entered into a contract with an engineering firm to develop Best Management Practices to manage and dispose of fats, oils, and grease (FOGs) in accordance with the City's ordinance.
- The City engaged an engineering firm to develop and analyze alternatives for resolving H₂S issues in the collection and treatment systems. Based on this analysis a recommendation for the best alternative was provided to the City and the City is moving forward with this in the 2022 Budget.

2022 GOALS

- Continue evaluation and planning for wastewater line replacements and upgrades throughout the year to eliminate sanitary sewer overflows (SSOs) during the year.
- Implement the H₂S recommended alternative to reduce possible exposure to harmful gases and to reduce premature deterioration of the wastewater system.
- Develop a Valve Exercising Program to maintain valves in good working condition.

PERFORMANCE MEASURES

- Develop and maintain a 5-year prioritized capital plan for the Sewer Fund. The updated Needs Assessment completed in 2021 for the WWRF provides the City with up to date cost estimates for the remaining items not yet completed with capital projects and identifies additional items that will need to be addressed. The City will continue to implement the capital plan for the Sewer Fund.
- Track any sanitary sewer overflows (SSO's) and report to the Colorado Department of Health and Environment within 24 hours.

Sewer Fund Administration

- Implement H₂S mitigation alternative and monitor the effectiveness on the current infrastructure.

BUDGET HIGHLIGHTS

- The 2022 budget includes a \$55,150 contingency for unanticipated repair and maintenance expenses.
- Transfer of \$300,000 to the Capital Project Fund for continuation of the Maple Street infrastructure improvement project.

Sewer Fund

Administration

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
212-433-10-4113	Salaries, Administration	91,892	97,910	98,300	98,300	104,425	6%
212-433-10-4120	Part time	-	-	-	-	-	N/A
212-433-10-4130	Overtime	-	6	-	-	-	N/A
		91,892	97,916	98,300	98,300	104,425	6%
<u>PERSONNEL SERVICES, BENEFITS</u>							
212-433-10-4210	Health Insurance	19,342	20,442	28,350	28,025	25,650	-10%
212-433-10-4220	FICA Payroll Expense	5,394	5,855	6,100	6,100	6,500	7%
212-433-10-4221	Medicare Payroll Expense	1,261	1,369	1,450	1,450	1,525	5%
212-433-10-4230	Retirement Contribution	4,131	4,409	4,450	4,450	4,700	6%
212-433-10-4250	Unemployment Insurance	264	283	300	300	325	8%
212-433-10-4260	Workers Compensation Ins	550	1,320	1,250	1,575	1,500	20%
		30,942	33,678	41,900	41,900	40,200	-4%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
212-433-10-4310	Professional Development	-	400	500	500	500	0%
		-	400	500	500	500	0%
<u>PURCHASED PROPERTY SERVICES</u>							
212-433-10-4430	Service Contracts	4,684	6,016	6,000	6,000	6,000	0%
212-433-10-4438	IT Services	12,804	18,779	19,200	19,200	20,775	8%
		17,488	24,795	25,200	25,200	26,775	6%
<u>OTHER PURCHASED SERVICES</u>							
212-433-10-4530	Telephone	679	1,048	600	600	600	0%
		679	1,048	600	600	600	0%
<u>SUPPLIES</u>							
212-433-10-4610	Office Supplies	1,416	664	750	750	750	0%
212-433-10-4611	Postage	600	420	600	600	600	0%
212-433-10-4626	Fuel	725	559	700	700	700	0%
212-433-10-4630	Meeting/Appreciation Supplies	-	121	750	350	750	0%
		2,741	1,764	2,800	2,400	2,800	0%
<u>CAPITAL</u>							
212-433-10-4744	Computer Equipment	-	-	2,850	3,250	-	-100%
		-	-	2,850	3,250	-	-100%
<u>SPECIAL PROJECTS</u>							
212-433-10-4824	WWTF Plan/Rates	165	-	-	-	-	N/A
		165	-	-	-	-	N/A
<u>CONTINGENCY</u>							
212-433-10-4850	Contingency	-	-	72,800	50,800	55,150	-24%
212-433-10-4852	COVID Contingency	-	-	-	-	-	N/A
		-	-	72,800	50,800	55,150	-24%
<u>TRANSFERS</u>							
212-433-10-4930	Transfer to Capital Projects	-	-	311,300	429,150	300,000	-4%
212-433-10-4950	Transfer to General Fund	160,000	165,000	165,000	165,000	165,000	0%
		160,000	165,000	476,300	594,150	465,000	-2%
TOTAL EXPENDITURES		303,907	324,601	721,250	817,100	695,450	-4%

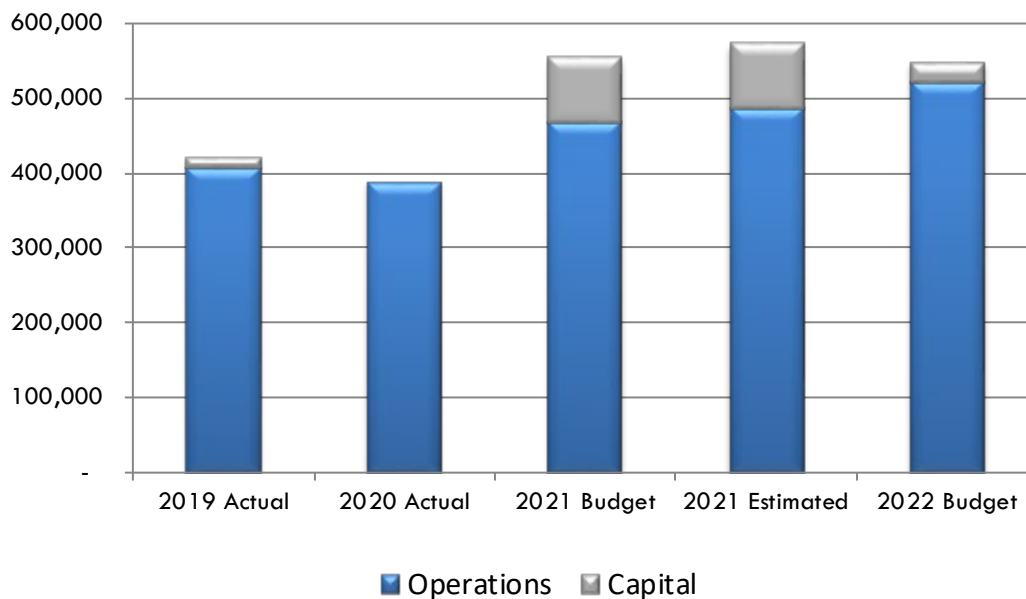
Sewer Fund Collections

EXPENDITURES	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 195,008	\$ 193,868	\$ 223,300	\$ 223,300	\$ 247,475	11%
Personnel Services, Benefits	98,875	98,349	109,300	109,300	110,975	2%
Purchased Professional Services	6,359	4,931	6,000	10,750	10,000	67%
Purchased Property Services	26,700	14,800	33,400	33,400	43,700	31%
Other Purchased Services	31,766	29,241	51,200	60,970	48,500	-5%
Supplies	47,770	45,443	45,300	49,800	61,300	35%
Operating Expenses	406,478	386,632	468,500	487,520	521,950	11%
Capital	14,482	-	86,000	86,000	26,000	-70%
Total Expense	\$ 420,960	\$ 386,632	\$ 554,500	\$ 573,520	\$ 547,950	-1%

MISSION

The operation of the wastewater collection system includes routine maintenance and repairs to approximately 75 miles of wastewater collection lines. Operations includes targeted cleaning and inspection of 1/3 of the sewer collection system completed annually. Provide repairs to collection lines and record electrical costs for nine lift stations that are part of the program.

Budget History



Sewer Fund Collections

RESPONSIBILITIES

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:

- Asset management that maintains an updated inventory of all collections system infrastructure that can be used to implement a cost-effective maintenance program.
- Inspection of new subdivision collection systems prior to accepting the lines by the City.
- Provide information on deteriorating collection lines through comprehensive camera inspections.
- Provide comprehensive and documented cleaning of the collection system to prevent sanitary sewer overflows (SSO).
- Maintain inventory and equipment for emergency incidents for the collections system.
- Evaluate technology alternatives for monitoring lift station operations.

PRIOR YEAR ACCOMPLISHMENTS

- Installed 567 ft. of 8-inch sewer line and 454 ft. of 4-inch irrigation line on Ash Street, 979 ft. of 8-inch sewer line on Aspen Avenue, and 1,092 ft. of 8-inch sewer line installed on Maple Street.
- Completed CCTV inspection on Ash Street and Maple Street projects, Orchard Ridge, Grand Valley Estates, and Iron Wheel subdivisions and an estimated 100 lines of irrigation, storm, and sanitary sewer.
- No sanitary sewer overflows (SSO) reported in 2021.
- Finalized recommendations to implement Best Management Practices (BMPs) in accordance with the City's ordinance for managing fats, oils, and grease in the City's sewer collection and treatment systems.
- The City engaged an engineering firm to assist in the development and evaluation of alternatives to resolve the H₂S issues in the collection and treatment systems. Nine different alternatives were reviewed and evaluated and recommendations will be provided on the best alternative for the City of Fruita to implement.
- As directed by the Colorado Department of Public Health & Environment (CDPHE) in the latest discharge permit renewal, the City was required to develop an inflow and infiltration (I/I) plan outlining the wastewater collections condition. The purpose of the I/I Plan is to categorize the City's existing collection system infrastructure and provide the framework for annual source identification and correction efforts over the next four years and beyond. The Colorado Department of Public Health & Environment wants a detailed plan to eliminate I/I over a four year period and it is the engineer's opinion that this strategy/goal is not attainable as I/I is not something that can be totally

Sewer Fund

Collections

eliminated and is not a one-time effort. It was determined that the City of Fruita has been highly effective at reducing maximum month per capita wastewater flows and it shows the City has done an effective job identifying areas where leakage is or could be more prevalent in the remainder of the collection system. The current approach of removal and replacement of up to 1,000 feet per year of obsolete Orangeburg pipe as part of street renovation and underground utility replacement efforts continues to be a good approach. This approach provides for continued, long-term improvements to the overall condition of the collection system that will further reduce per capita wastewater flows received at the WWRF.

- As locating laws have changed the Collections crew has seen a significant increase in utility locating. All new underground facilities, including laterals up to the structure or building being served must be electronically locatable. Public Works has averaged 230 utility locates over the summer months.
- Staff continues to repair and maintain 9 sewage lift stations which includes weekly grease removal from the I-70 lift station. The I-70 lift station experienced failures of the Variable Frequency Drives (VFD) on the 100 Hp pumps. With Council authorization three VFDs were replaced using contingency funds.
- The Utilities Division has experienced staff turnover over the last two years resulting in the hiring of new inexperienced staff. A re-organization of the PW Department occurred at the end of 2020 resulting in one additional FTE moving over to Utilities and adding the following responsibilities; locates, irrigation, potholing for engineering and mountain water. While dealing with COVID-19 issues and managing day to day responsibilities staff was unable to complete the targeted measure of annual cleaning and inspection of 1/3 of sewer collection system.

2022 GOALS

- Provide corrective measures for H₂S within the collections system causing deteriorating manholes and eliminate hazardous conditions for employees.
- Implement Best Management Practices in accordance with the City's ordinance to manage fats, oils, and grease in the City's sewer collection and treatment systems.
- Create a controlled and safe manner to dispose of solids from cleaning the collection system with improvements to the current offloading site for the Vector truck at the WWRF.
- Reinstate routine cleaning and camera inspections for existing sewer lines to pre-COVID-19 levels to reduce likelihood of costly repairs and backups.
- Implement inflow and infiltration reduction measures that prioritize repairs based on the CCTV inspection and rating system.
- Recruit and maintain a high level of staffing and prepare for succession planning including the development of a robust training outline for all employees.

Sewer Fund Collections

PERFORMANCE MEASURES

- As a function of core services to maintain and improve existing infrastructure, recommendations from the H₂S Mitigation Study will be implemented.
- To maintain existing critical infrastructure, targeted measure of cleaning and inspection of 1/3 of the sewer collection system will be completed annually along with valve exercise and maintenance.
- Evaluate and develop a written procedure for the controlled and safe manner to dispose of solids from cleaning the collection system and develop a permanent offloading site for the Vactor truck.

BUDGET HIGHLIGHTS

- The 2022 budget includes \$26,000 for the following capital equipment:
 - \$12,000 for air powered valve actuator/exerciser. The City of Fruita has over 520 valves in the irrigation, wastewater, and mountain water divisions. Currently there are valves at the lift stations that require several people to exercise the valve. It is important to exercise valves on a scheduled basis to ensure proper daily operation.
 - \$14,000 for GPS locating equipment. The City is currently averaging 230 utility locates per month. Locating laws have changed in Colorado that increases the amount of utility locating performed by Public Works staff. The need for more accurate information in new construction as well as older rehab of facilities is required to be recorded to a higher level of accuracy. As it pertains to excavation requirements statute, all new underground facilities, including laterals up to the structure or building being served, installed on or after August 8, 2018, must be electronically locatable when installed.

Sewer Fund

Collections

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
212-433-53-4113	Salaries, Public Works	185,892	185,405	202,400	202,400	215,000	6%
212-433-53-4119	Personnel Adjustments	-	-	-	-	9,625	
212-433-53-4120	Part Time	-	-	11,900	11,900	13,850	16%
212-433-53-4130	Overtime	9,116	8,463	9,000	9,000	9,000	0%
		195,008	193,868	223,300	223,300	247,475	11%
<u>PERSONNEL SERVICES, BENEFITS</u>							
212-433-53-4210	Health Insurance	71,663	70,817	77,900	77,800	77,150	-1%
212-433-53-4220	FICA Payroll Expense	11,784	11,788	13,850	13,850	14,750	6%
212-433-53-4221	Medicare Payroll Expense	2,756	2,757	3,250	3,250	3,450	6%
212-433-53-4230	Retirement Contribution	8,293	8,487	9,500	9,500	10,100	6%
212-433-53-4250	Unemployment Insurance	573	568	700	700	725	4%
212-433-53-4260	Workers Compensation Ins	3,806	3,932	4,100	4,200	4,800	17%
		98,875	98,349	109,300	109,300	110,975	2%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
212-433-53-4310	Professional Development	6,359	4,931	6,000	6,000	10,000	67%
212-433-53-4335	Engineering	-	-	-	4,750	-	N/A
		6,359	4,931	6,000	10,750	10,000	67%
<u>PURCHASED PROPERTY SERVICES</u>							
212-433-53-4435	Fleet Maintenance Charges	26,700	14,800	33,400	33,400	43,700	31%
		26,700	14,800	33,400	33,400	43,700	31%
<u>OTHER PURCHASED SERVICES</u>							
212-433-53-4512	Sewer Sys. Rep & Maint	14,015	13,785	20,000	15,270	19,000	-5%
212-433-53-4513	Lift Station Repair & Maint.	17,751	15,456	30,000	44,500	28,000	-7%
212-433-53-4530	Telephone	-	-	1,200	1,200	1,500	25%
		31,766	29,241	51,200	60,970	48,500	-5%
<u>SUPPLIES</u>							
212-433-53-4610	Office Supplies	145	15	1,000	250	1,000	0%
212-433-53-4612	Supplies and Tools	-	-	-	-	3,000	N/A
212-433-53-4620	Utilities	34,744	34,805	33,500	38,000	40,000	19%
212-433-53-4626	Fuel	10,688	8,487	8,500	9,250	14,000	65%
212-433-53-4661	Uniforms	900	2,000	1,000	1,000	2,000	100%
212-433-53-4662	Safety Equipment	1,293	136	1,300	1,300	1,300	0%
		47,770	45,443	45,300	49,800	61,300	35%
<u>CAPITAL</u>							
212-433-53-4742	Mobile Equipment	-	-	75,000	75,000	-	-100%
212-433-53-4743	Furniture and Equipment	14,482	-	11,000	11,000	26,000	136%
212-433-53-4744	Computer Equipment	-	-	-	-	-	N/A
		14,482	-	86,000	86,000	26,000	-70%
TOTAL EXPENDITURES		420,960	386,632	554,500	573,520	547,950	-1%

Sewer Fund Treatment

EXPENDITURES

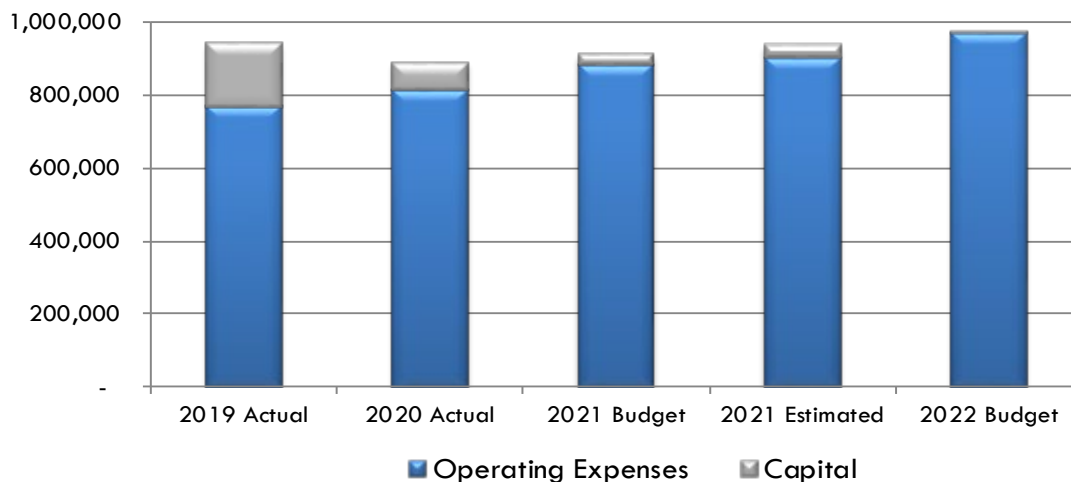
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Personnel Services, Salaries	\$ 265,269	\$ 267,087	\$ 294,600	\$ 294,600	\$ 314,050	7%
Personnel Services, Benefits	106,807	122,916	142,550	142,550	150,025	5%
Purchased Professional Services	31,674	25,220	59,500	51,100	55,000	-8%
Purchased Property Services	5,853	13,030	19,200	19,200	22,125	15%
Other Purchased Services	100,090	97,195	81,000	101,000	110,000	36%
Supplies	260,829	289,716	284,300	295,200	318,500	12%
Operating Expenses	770,522	815,164	881,150	903,650	969,700	10%
Capital	171,208	73,873	30,000	32,500	3,000	-90%
Special Projects	-	-	-	13,000	-	N/A
Total Expenses	\$ 941,730	\$ 889,037	\$ 911,150	\$ 949,150	\$ 972,700	7%

MISSION

The treatment system for the Wastewater Reclamation Facility includes the advanced treatment of wastewater and biosolids. 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. 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. 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 and 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

RESPONSIBILITIES

- Maintain compliance with all discharge parameters as mandated by the Colorado Department of Public Health and Environment (CDPH&E).
- Optimize treatment operations to reduce utility and chemical expenses.
- Monitor changing wastewater flows and loadings.
- Manage yearly capital projects to meet the changing needs of the facility.

PRIOR YEAR ACCOMPLISHMENTS

- No NPDS Permit violations in 2021 and passed all DMR-QA Study 39 testing.
- Continued biosolids program to residents free of charge and selling biosolids to commercial landscaping companies. The high-quality biosolids continue to yield a high demand for the product that is now being used extensively by Colorado Mesa University and other landscapers, which has resulted in a waiting list for the material throughout peak season and collection of approximately \$2,000/year in revenue.
- Participated in the Voluntary Incentive Program through the State to make voluntary reductions of nutrient(s) in exchange for an extended compliance schedule. The quality of treatment operations through this program allow the City to extend the compliance schedule for new nutrient regulations by up to ten years, which will reduce the urgency for costly capital expansion that were originally planned. To date, the City has enough credits in this program to extend the compliance schedule by 4 years.
- Implemented safety training program for operators using online training opportunities.
- With the delay in the H2S Mitigation project originally scheduled to be completed in 2021, Council authorized using a portion of these funds to complete the following projects at the WWRF:
 - The City completed a Needs Assessment in 2016 which identified a 10 year roadmap for plant improvements. The City has implemented many of the items listed in the Needs Assessment and will complete by the end of 2021 an update to the Needs Assessment. This update will include current cost estimates for the items listed in the Needs Assessment that have not yet been addressed and identify additional items including the sludge granulation equipment and regulation 31 phosphorous treatment improvements.
 - The City entered into an agreement with an engineering firm to complete 30% design of the Aeration System in the WWRF oxidation ditches with removable grid equipment. The preliminary design report includes flow and load analysis, process modeling, process sizing calculations, and removable grid equipment assessment and selection. In addition a cost estimate will be provided in compliance with AAC Class

Sewer Fund Treatment

4 standards.

- The City contracted with a commercial/industrial electric company to perform preventative maintenance on the WWRF Main Switch Gear which should be performed every 5-7 years. Due to high voltage this requires specialized resources to perform the necessary maintenance and testing on connections.

2022 GOALS

- Continue to participate in the Voluntary Incentive Program to receive future credits for regulatory compliance.
- Maintain regulatory compliance and no permit violations.
- Continue maintenance program and establish monthly and annual reporting regarding the status of hydraulic loading and organic loading of oxidation ditch and develop a plan with triggers for operation of two oxidation ditches.
- Staff Development: Continue staff education/development to allow operators to maintain and advance their level of certification to provide a greater asset to the City. This will require a higher level of training in 2022 as most of the operators will require training units to maintain certifications.
- Continue offering Biosolids Program.

PERFORMANCE MEASURES

- Continue to meet targeted nutrient limits identified in Voluntary Incentive Program to receive credits for future regulation compliance.
- No permit violations.
- Maintain a minimum of two reports (Hydraulic and Organic) to document trending data on capacity of ditch.
- Continue to complete preventative maintenance measures to maintain unplanned corrective maintenance work at 3% of all maintenance activities.

2022 BUDGET HIGHLIGHTS

- A new line item has been created to track expenses associated with lab supplies and equipment.
- The Repair & Maintenance budget has been increased due to inflation costs of materials and as the plant ages we anticipate additional repair and maintenance. Additionally, the supply chain has affected our ability to receive replacement parts in a reasonable time frame and may require staff to have spare parts on the shelf.

Sewer Fund Treatment

- Utility costs at the WWRF are anticipated to increase 9% over the 2021 budgeted amount.
- Capital projects planned for 2022 at the WWRF include:
 - Granular Sludge Vortex Project – This project is a pilot project that is believed to improve secondary treatment within the existing facility with equipment upgrades. While there are many potential benefits, this could produce a higher capacity of single-ditch operation deferring the time before both ditches need to be placed into service.

Sewer Fund

Treatment

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>PERSONNEL SERVICES, SALARIES</u>							
212-433-55-4113	Salaries, Public Works	260,096	262,998	287,500	287,500	306,500	7%
212-433-55-4120	Part Time	-	-	-	-	-	N/A
212-433-55-4130	Overtime	5,173	4,089	7,100	7,100	7,550	6%
		265,269	267,087	294,600	294,600	314,050	7%
<u>PERSONNEL SERVICES, BENEFITS</u>							
212-433-55-4210	Health Insurance	70,174	84,759	100,400	100,400	104,500	4%
212-433-55-4220	FICA Payroll Expense	15,994	16,095	18,300	18,300	19,500	7%
212-433-55-4221	Medicare Payroll Expense	3,741	3,764	4,300	4,300	4,575	6%
212-433-55-4230	Retirement Contribution	11,694	11,836	13,250	13,250	14,150	7%
212-433-55-4250	Unemployment Insurance	779	777	900	900	950	6%
212-433-55-4260	Workers Compensation Ins	4,425	5,685	5,400	5,400	6,350	18%
		106,807	122,916	142,550	142,550	150,025	5%
<u>PURCHASED PROFESSIONAL SERVICES</u>							
212-433-55-4310	Professional Development	1,057	733	6,000	3,500	3,500	-42%
212-433-55-4335	Engineering	15,713	7,086	22,000	19,600	20,000	-9%
212-433-55-4342	Lab Work	14,904	17,401	31,500	28,000	31,500	0%
		31,674	25,220	59,500	51,100	55,000	-8%
<u>PURCHASED PROPERTY SERVICES</u>							
212-433-55-4430	Service Contracts	5,853	5,430	9,000	9,000	9,000	0%
212-433-55-4435	Fleet Maintenance Charges	-	7,600	10,200	10,200	13,125	29%
		5,853	13,030	19,200	19,200	22,125	15%
<u>OTHER PURCHASED SERVICES</u>							
212-433-55-4511	Sewer Permit	7,629	7,752	8,000	8,000	8,000	0%
212-433-55-4512	WWTP Repair & Maint.	51,250	47,456	30,000	50,000	55,000	83%
212-433-55-4520	Insurance	36,500	41,000	41,000	41,000	45,000	10%
212-433-55-4530	Telephone	4,711	987	2,000	2,000	2,000	0%
		100,090	97,195	81,000	101,000	110,000	36%
<u>SUPPLIES</u>							
212-433-55-4610	Office Supplies	1,194	1,493	2,500	1,500	2,500	0%
212-433-55-4612	Supplies and Equipment	35,561	65,349	44,000	49,000	40,000	-9%
212-433-55-4616	Chemicals	36,974	24,440	39,000	39,000	40,000	3%
212-433-55-4618	Lab Supplies & Equipment	-	-	-	-	19,500	N/A
212-433-55-4620	Utilities	179,285	193,269	191,000	200,000	208,000	9%
212-433-55-4626	Gas and Oil	4,504	2,347	3,500	2,500	3,500	0%
212-433-55-4661	Uniforms	2,711	1,837	2,500	2,000	3,000	20%
212-433-55-4662	Safety Equipment	600	981	1,800	1,200	2,000	11%
		260,829	289,716	284,300	295,200	318,500	12%
<u>CAPITAL</u>							
212-433-55-4742	Mobile Equipment	-	-	-	-	-	N/A
212-433-55-4743	Furniture and Equipment	165,887	73,873	30,000	32,500	-	-100%
212-433-55-4744	Computer Equipment	5,321	-	-	-	3,000	N/A
		171,208	73,873	30,000	32,500	3,000	-90%

(continued on next page)

Sewer Fund

Treatment

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>SPECIAL PROJECTS</u>							
212-433-55-4827	WWRF Needs Aseessment	-	-	-	13,000	-	
		-	-	-	13,000	-	
TOTAL EXPENDITURES		941,730	889,037	911,150	949,150	972,700	7%

Sewer Fund

Debt Service

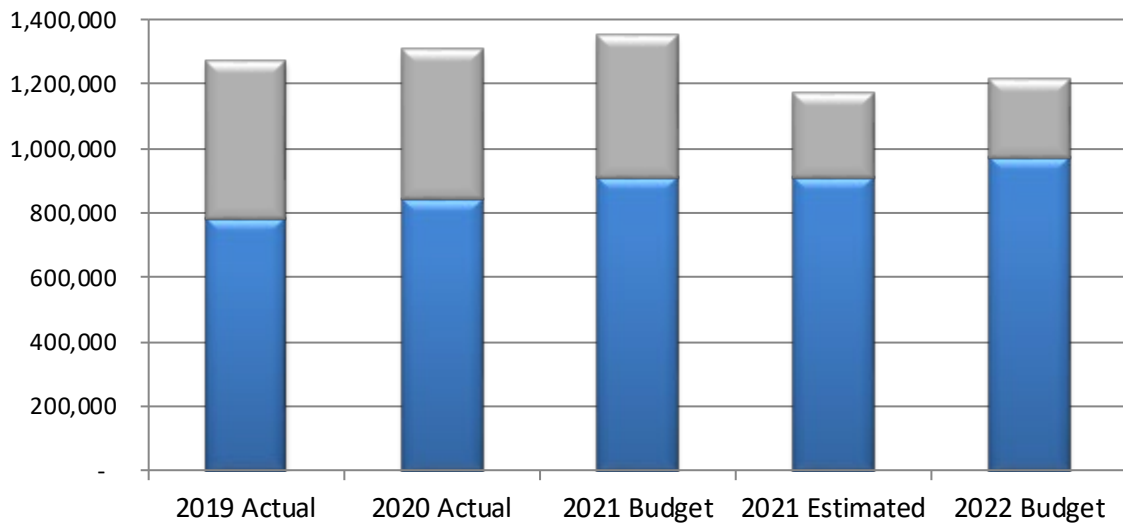
EXPENDITURES

	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Debt Service Principal	\$ 780,000	\$ 845,000	\$ 910,000	\$ 910,000	\$ 975,000	7%
Debt Service Interest	491,284	460,968	442,550	262,000	242,500	-45%
Total Expenses	\$ 1,271,284	\$ 1,305,968	\$ 1,352,550	\$ 1,172,000	\$ 1,217,500	-10%

MISSION

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

BUDGET HIGHLIGHTS

Wastewater Treatment Facility Loan

The City received financing in 2010 from the Colorado Water and Power Development Authority (CWPDA) 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 was 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.

In 2021, the CWPDA refunded the bonds underlying the loan for the wastewater treatment facility resulting in approximately \$1.8 million in interest savings over the life of the loan and approximately \$165,000 to \$170,000 in annual savings. The following table shows the revised debt service schedule on this loan.

LOAN PAYMENT SCHEDULE			
WWTF Loan			
Year	Principal	Interest	Total
2022	975,000	242,500	1,217,500
2023	1,045,000	203,205	1,248,205
2024	1,120,000	170,005	1,290,005
2025	1,185,000	137,515	1,322,515
2026	1,255,000	109,945	1,364,945
2027	1,325,000	73,700	1,398,700
2028	1,400,000	36,725	1,436,725
2029	1,480,000	4,695	1,484,695
2030	1,555,000	(36,880)	1,518,120
2031	1,640,000	(77,740)	1,562,260
2032	1,725,000	(121,600)	1,603,400
Total	14,705,000	742,070	15,447,070

Sewer Fund

Debt Service

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 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	780,000	845,000	910,000	910,000	975,000	7%
		780,000	845,000	910,000	910,000	975,000	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	491,284	460,968	442,550	262,000	242,500	-45%
212-433-91-4775	Loan Issuance Costs	-	-	-	-	-	N/A
		491,284	460,968	442,550	262,000	242,500	-45%
TOTAL EXPENDITURES		1,271,284	1,305,968	1,352,550	1,172,000	1,217,500	-10%

Sewer Fund Capital Projects

Expenses

Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
CAPITAL PROJECTS						
212-600 Treatment System	-	284,557	-	21,300	250,000	N/A
212-601 Lift Stations	32,792	66,952	-	-	-	N/A
212-602 Treatment System H2S	-	16,444	-	-	800,000	N/A
212-603 Sewer Line Upgrades H2S	62,562	-	225,000	15,500	237,000	5%
212-604 Sewer Line Upgrades	300,578	-	262,500	155,200	-	-100%
212-605 Sewer Line Extensions	27,546	1,547,481	-	-	-	N/A
212-606 Sewer Line Upgrades SH6	-	-	-	1,000,000	-	N/A
	423,479	1,915,434	487,500	1,192,000	1,287,000	164%
TOTAL EXPENDITURES	423,479	1,915,434	487,500	1,192,000	1,287,000	164%

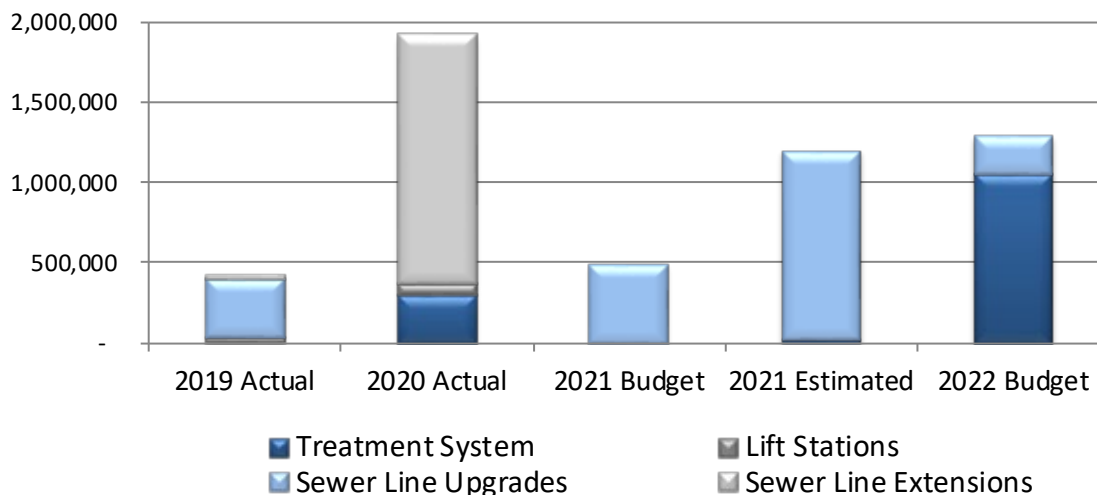
Capital projects included in the 2022 Budget for the Sewer Fund consist of the following:

- Granular Sludge Vortex Project – Design and Construction - \$250,000
- H2S Gas Ventilation and Odor Control at WWRF - \$800,000
- Manhole Replacements due to H2S gas erosion - \$237,000

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.

In addition, there is a Capital Project for continuation of the sewer line upgrades to Maple Street in the amount of \$300,000. This project includes both sewer and street improvements and is included in the Capital Projects Fund. The amount attributed to Sewer Fund improvements is transferred from the Sewer Fund to the Capital Projects Fund.

Budget History - Capital Projects



Sewer Fund

Capital Projects

WWTF - Sludge Removal Vortex Project #600		
	Account Number	2022 Budget
Revenues		
ARP Grant Funds	212-000-00-3319	\$ 250,000
Total Revenues		<u>\$ 250,000</u>
Expenses		
Engineering and Design	212-600-76-4345	\$ 30,000
Sudge Removal Vortex Project	212-600-76-4740	\$ 220,000
Total Expenses		<u>\$ 250,000</u>

Project Description

Inducing granular activated sludge is an innovative approach to improving secondary treatment within existing facility confines with equipment upgrades. With the implementation of hydrocyclones that are sized to waste light weight, unglomerated biological growth from the overflow, while capturing the denser target growth in the underflow, granular active sludge is formed through the passive selection of heavier, clusters of biological growth in the activated sludge. Hydrocyclone equipment is small and can be installed within the confines of the existing sludge pumping station.

This project will include the engagement of an engineering firm to prepare detailed design documents based on the results of the process design. Design documents will include construction drawings and construction specifications, including process, civil, electrical, and instrumentation and controls. The engineering firm will prepare a 60% level design review set of documents and will assist the City with a pre-bid meeting on site to review the design with prospective contractors and will request for implementation (RFI) responses to develop addenda as required. The City will review contractor bids for completeness and adherence to the Bid Documents to select a contractor to implement the project.

Purpose and Need

The WWRF deals with filamentous bacteria m. parvicella (among others) annually in low dissolved oxygen (DO), high carbonaceous biological oxygen demand (CBOD) conditions common with high functioning biological nutrient removal/biological phosphorous removal facilities. Currently, the City has limited options for dealing with m. parvicella blooms. The WWRF needs to improve treatment performance, reduce filamentous bacteria interruptions, maximize capacity of existing infrastructure and reduce energy costs as growth escalates and future regulations require improved nitrogen and phosphorous removal.

History and Current Status

Sewer Fund

Capital Projects

The City of Fruita Wastewater Reclamation Facility (WWRF) treats wastewater via extended aeration oxidation ditches and accomplishes high level biological nutrient removal (BNR) at its current flows. The plant can accomplish some biological phosphorous removal (BPR) at the current flows by utilizing the anaerobic selectors as enhanced BPR anaerobic basins. However, the high level of treatment provided by the underloaded conditions is likely to diminish as growth within Fruita increases, and available plant capacity is consumed.

Schedule

This project is scheduled to be implemented by the end of 2022.

Operating Budget Impact

Through research and full-scale implementation this process has shown significant treatment performance improvements and benefits of inducing granular activated sludge include the following:

1. Year-round sludge settling improvement
2. Lower RAS rate operation (energy savings)
3. Thicker initial feed solids to RDT conditioning tank (sludge thickening benefits)
4. Higher capacity of single-ditch operation thus deferring the time before both ditches need to be placed into service.
5. Lower operating solids retention time (SRT) without any loss in specific nitrification rate or Bio-P performance (increased time before new biological phosphorous removal (BPR) basins are required)
6. Potential for reducing filamentous bacteria interruptions
7. Potential for improved biological nutrient removal performance via simultaneous nitrification/denitrification potential for improved performance of on/off aeration control approach (energy savings and future regulatory compliance)

Sewer Fund

Capital Projects

WWTF - Ventilation and Foul Air Treatment (H₂S) Project #602		
	Account Number	2022 Budget
Revenues		
ARP Grant Funds	212-000-00-3319	\$ 800,000
Total Revenues		\$ 800,000
Expenses		
Engineering and Design	212-602-76-4345	\$ 100,000
Sudge Removal Vortex Project	212-602-76-4740	\$ 700,000
Total Expenses		\$ 800,000

Project Description

This project will involve implementing control measures to mitigate H₂S gases in the sewer system through air ventilation and foul air treatment. This will be accomplished by an exhaust fan located near the WWRF Headworks building for removal of foul air and displacing it with clean air through vented manhole covers and conveying the foul to a biofiltration odor control treatment unit.

Purpose and Need

H₂S gases can be produced in wastewater due to water chemistry and depletion of oxygen in sewer systems. High concentrations of H₂S gases have been continually observed in the sewer system from 15 ½ Road to the WWRF. These levels of H₂S gases are foul-smelling, pose serious health risks, and can be converted to sulfuric acid that is highly corrosive to infrastructure. This has caused rapid deterioration of 15 manholes along this section of the sewer system to the point that the manholes need repaired or replaced (See Project #603).

History and Current Status

In 2019 the City of Fruita contracted with an engineering firm to complete a pilot study for best options of evacuating the H₂S from the system. As a result, a ventilation system was installed on the system as a method of lowering the H₂S concentrations to safe and manageable levels that should reduce the cause of the deterioration. Unfortunately, continued operation of the pilot ventilation system resulted in producing nuisance odors to the surrounding area that cannot be mitigated without further chemical or biological treatment methods.

Further monitoring was conducted through 2020 with periodic ventilation occurring only when lower concentrations of H₂S were present. While this was effective in reducing the corrosive environment for part of the year, it was not feasible to manage the H₂S levels in this manner during peak periods of H₂S generation. Further analysis was needed to determine if the H₂S concentrations could feasibly be managed within the system with reasonably limiting nuisance odors to the surrounding area.

Sewer Fund

Capital Projects

The City of Fruita entered into a contract with an engineering firm in the 3rd Quarter of 2021 to develop and analyze alternatives and provide a recommendation on the preferred alternative for managing H₂S in the City's collection and treatment systems. This recommendation includes development of conceptual design including chemical type, chemical dosing, hydraulic calculations, conceptual pipeline alignments, equipment sizing, AACE Class V capital costs, and rough order of magnitude operational costs.

Schedule

This project plans to implement additional odor control measures by the end of 2022.

Operating Budget Impact

Based on the preferred alternative it is anticipated that there will be an increase in electrical costs and chemical costs. This project should reduce hazardous environments and reduce the risk of blockages from deteriorating infrastructure in the collection system.

Sewer Fund

Capital Projects

Collection System - Manhole Replacement (H₂S Gas) #603		
	Account Number	2022 Budget
Revenues		
Sewer Revenues	212-000-00-3999	\$ 237,000
Total Revenues		\$ 237,000
Expenses		
H ₂ S Mitigation	212-603-76-4740	\$ 237,000
Total Expenses		\$ 237,000

Project Description

This project will involve remediation and/or replacement of manholes on the 15/12 Road gravity interceptor due to corrosion from of H₂S gases.

Purpose and Need

H₂S gases can be produced in wastewater due to water chemistry and depletion of oxygen in sewer systems. High concentrations of H₂S gases have been continually observed in the sewer system from 15 ½ Road to the WWRF. These levels of H₂S gases are foul-smelling, pose serious health risks, and can be converted to sulfuric acid that is highly corrosive to infrastructure. This has caused rapid deterioration of 15 manholes along this section of the sewer system to the point that the manholes need repaired or replaced.

History and Current Status

The section of the sewer interceptor upstream of the WWRF conveys the combined wastewater flow from all residential, commercial, and industrial customers. The manholes have deteriorated and are near failing conditions due to the significant amount of H₂S gas within this area of the collection system. In 2019, a ventilation system was installed on the system as a method of lowering the H₂S concentrations to safe and manageable levels that should reduce the cause of the deterioration. Unfortunately, continued operation of the pilot ventilation system resulted in producing nuisance odors to the surrounding area that cannot be mitigated without further chemical or biological treatment methods. Further monitoring was conducted through 2020 with periodic ventilation occurring only when lower concentrations of H₂S were present. While this was effective in reducing the corrosive environment for part of the year, it was not feasible to manage the H₂S levels in this manner during peak periods of H₂S generation.

The condition of the manholes has also continued to deteriorate to a point that they need major rehabilitation and/or replaced. The 2020 budget allocated \$150,000 of funding toward manhole rehabilitation/replacement for this section but no work was completed. Further analysis was needed to determine if the H₂S concentrations could feasibly be managed within the system with reasonably

Sewer Fund

Capital Projects

limiting nuisance odors to the surrounding area.

The City of Fruita entered into a contract with an engineering firm in the 3rd Quarter of 2021 to develop and analyze alternatives and provide a recommendation on the preferred alternative for managing H₂S in the City's collection and treatment systems. This recommendation includes development of conceptual design including chemical type, chemical dosing, hydraulic calculations, conceptual pipeline alignments, equipment sizing, AACE Class V capital costs, and rough order of magnitude operational costs.

Schedule

Manhole replacements are projected to be completed in 2022-2023.

Operating Budget Impact

Replacement of the manholes will have minimal impact on the operating budget.

Sewer Fund

Capital Projects

Expenses

Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
CAPITAL PROJECTS						
212-600 Treatment System	-	284,557	-	21,300	250,000	N/A
212-601 Lift Stations	32,792	66,952	-	-	-	N/A
212-602 Treatment System H2S	-	16,444	-	-	800,000	N/A
212-603 Sewer Line Upgrades H2S	62,562	-	225,000	15,500	237,000	5%
212-604 Sewer Line Upgrades	300,578	-	262,500	155,200	-	-100%
212-605 Sewer Line Extensions	27,546	1,547,481	-	-	-	N/A
212-606 Sewer Line Upgrades SH6	-	-	-	1,000,000	-	N/A
	423,479	1,915,434	487,500	1,192,000	1,287,000	164%
TOTAL EXPENDITURES	423,479	1,915,434	487,500	1,192,000	1,287,000	164%

Trash Fund

Trash Fund

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Trash Fund

SUMMARY

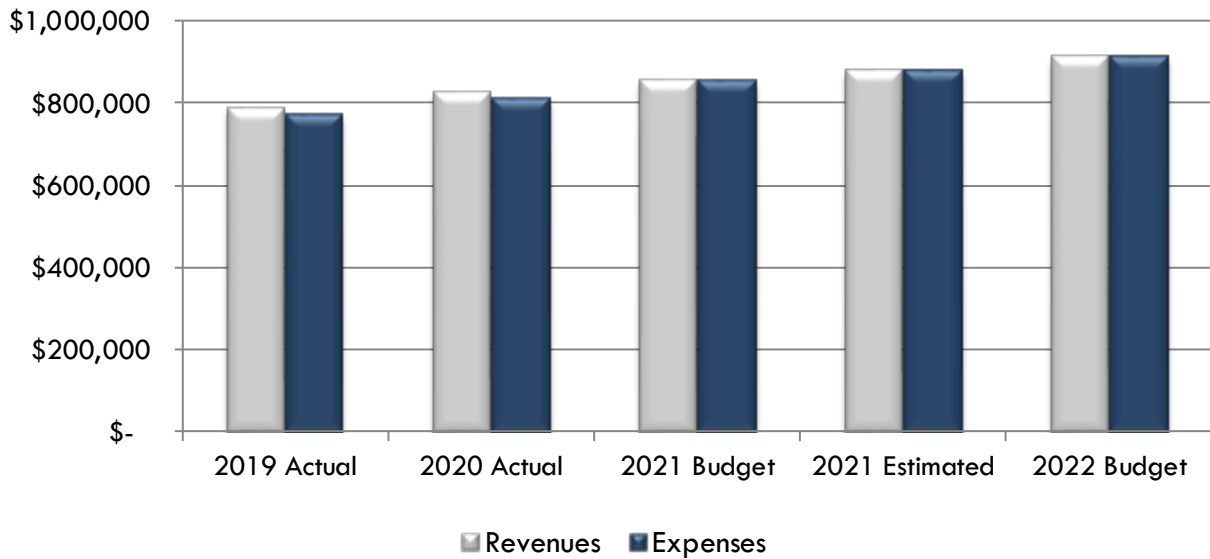
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>Beginning Funds Available</u>	\$ 144,955	\$ 158,251	\$ 172,798	\$ 172,798	\$ 172,798	0%
<u>Revenues</u>						
Charges for Services	\$ 785,049	\$ 826,127	\$ 855,000	\$ 875,500	\$ 910,000	6%
Miscellaneous	88	64	-	-	-	N/A
Total Revenues	\$ 785,137	\$ 826,191	\$ 855,000	\$ 875,500	\$ 910,000	6%
<u>Expenses</u>						
Other Purchased Services	\$ 715,841	\$ 752,644	\$ 786,000	\$ 806,500	\$ 841,000	7%
Transfers to Other Funds	56,000	59,000	69,000	69,000	69,000	0%
Total Expense	\$ 771,841	\$ 811,644	\$ 855,000	\$ 875,500	\$ 910,000	6%
<u>Excess (Deficiency) of Revenues over Expenditures</u>	\$ 13,296	\$ 14,547	\$ -	\$ -	\$ -	N/A
<u>Ending Funds Available</u>	\$ 158,251	\$ 172,798	\$ 172,798	\$ 172,798	\$ 172,798	0%
<u>Components of Funds Available</u>						
Unassigned	\$ 158,251	\$ 172,798	\$ 172,798	\$ 172,798	\$ 172,798	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. The contract also provides an alternative automated collection service that limits weekly collections to a 96-gallon cart provided by Waste Management for an additional monthly charge.

Trash Fund

REVENUES AND EXPENSES



Revenues

The 2022 Budget includes \$910,000 in revenues for trash collection charges. This is a 6% increase from 2021 budgeted revenues.

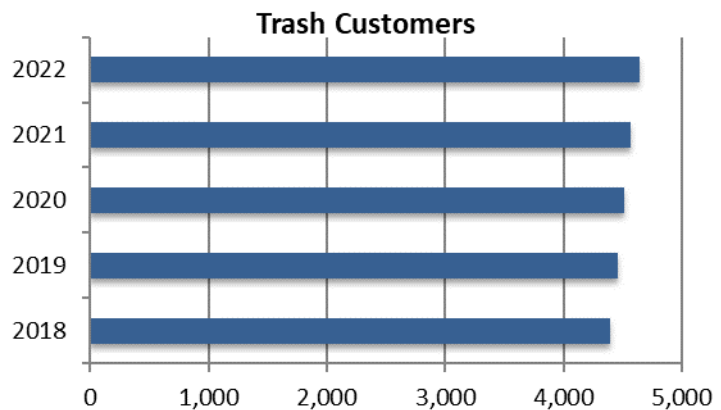
The City contracts for trash services with Waste Management. The contract allows for annual increases based on the Consumer Price Index for All Urban Consumers: Garbage and Trash collection services and regulatory actions affecting operational costs.

The monthly charge will increase from \$14.75 to \$15.30 per residence and the senior rate for those who meet the age and income criteria will increase from \$12.75 to \$13.30 per month.

The monthly charge for the alternative 96-gallon cart automated collection services will be \$16.60 per residence and the senior rate for those who meet the age and income criteria will be \$14.60.

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 1.59% over the last 5 years. The 2022 Budget anticipates that the number of customers served will change slightly



Trash Fund

(1.81%) from the prior year.

Expenses

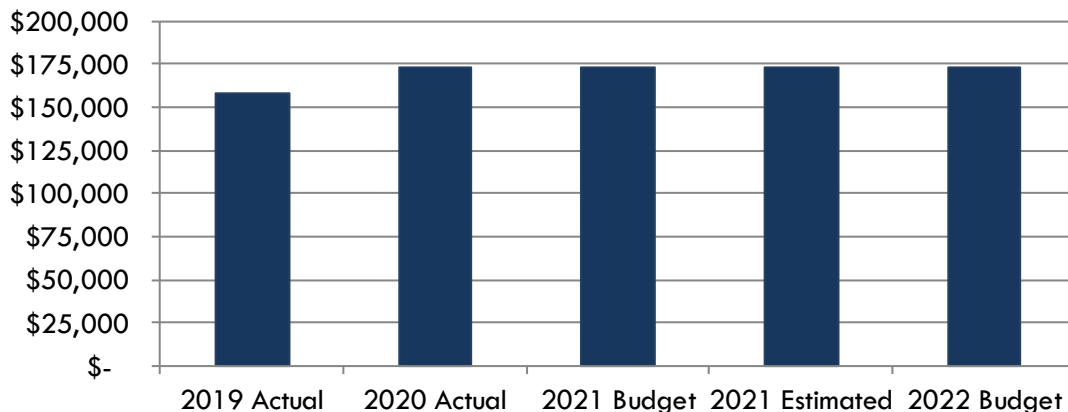
The contract for trash collection services was put out to bid in April 2019. A contract was awarded to Waste Management, Inc. for a five year term. The contract provides the parties with the option of extending the contract for two additional 2-year terms.

The contract includes trash collection and recycling for City facilities, Christmas tree collection, recycling for Mike the Headless Chicken Festival and an electronic waste recycle day.

The contract also includes an alternative service for a once a week automated trash collection in 96-gallon carts provided by Waste Management and every-other-week recycling.

A transfer of \$69,000 (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 is budgeted to have available funds of \$172,798 at the end of 2022. 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 2022 Budget does not have an impact on available funds.

PERSONNEL

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

Trash Fund

RESPONSIBILITIES

- 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.
- Educate customers on proper disposal of wastes, including recyclables and hazardous materials.

PRIOR YEAR ACCOMPLISHMENTS

- After not hosting the event in 2020 due to the pandemic, hosted the annual E-Cycle event in the fall.
- Coordinated additional trash service for City events, the outdoor dining spaces.
- In October, the Public Works Department hosted a free Community Clean Up Day for Fruita Residents. Fruita residents filled up a 30-yard dumpster with items to be disposed. Next year, another resident clean-up day is included in the budget.

GOALS

- Maintain the level of resident satisfaction in out trash collection and recycle services in preparation of the upcoming community survey.

PERFORMANCE MEASURES

- Community Survey resident satisfaction of 90% or higher.
 - Status: After administering the Community Survey in 2021, 92% of respondents were either very satisfied or satisfied with overall quality of garbage collection.

BUDGET HIGHLIGHTS

- Included in the expenses for Trash Collection Services, is \$2,000 for the Community Clean Up Day to be hosted sometime next year.

Trash Fund

Revenues

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
CHARGES FOR SERVICES							
215-000-00-3443	Trash Collection Charges	785,049	826,127	855,000	875,500	910,000	6%
215-000-00-3489	Penalty and Interest Charges	-	-	-	-	-	N/A
		785,049	826,127	855,000	875,500	910,000	6%
MISCELLANEOUS							
215-000-00-3610	Interest on deposits	88	64	-	-	-	N/A
		88	64	-	-	-	N/A
TOTAL TRASH REVENUES		785,137	826,191	855,000	875,500	910,000	6%

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 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	715,841	752,644	786,000	806,500	841,000	7%
		715,841	752,644	786,000	806,500	841,000	7%
SUPPLIES							
215-432-53-4610	Office Supplies	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TRANSFERS TO OTHER FUNDS							
215-432-53-4950	Transfer to General Fund	56,000	59,000	69,000	69,000	69,000	0%
		56,000	59,000	69,000	69,000	69,000	0%
TOTAL TRASH EXPENDITURES		771,841	811,644	855,000	875,500	910,000	6%

Fleet Maintenance Fund

Fleet Maintenance Fund

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Fleet Maintenance Fund

SUMMARY

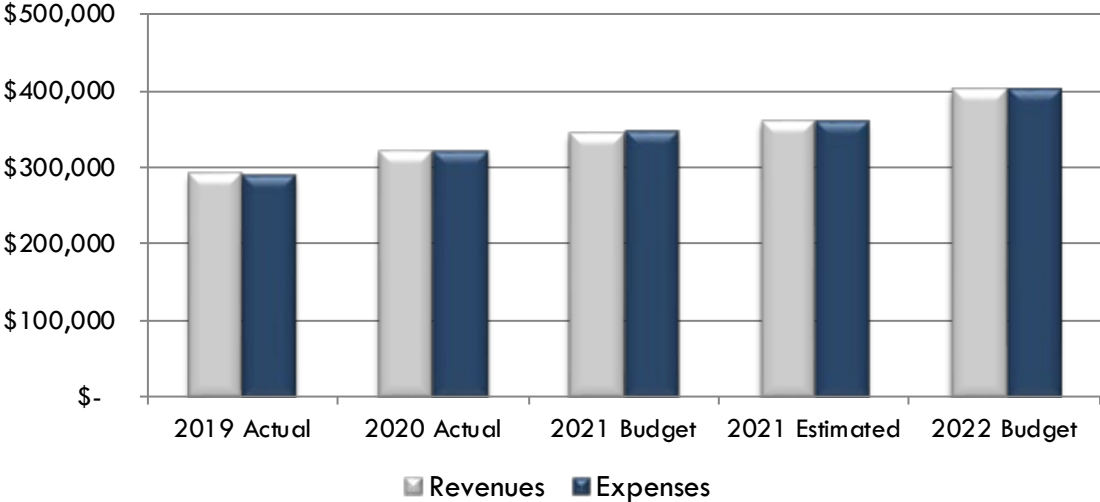
	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Beginning Funds Available	\$ 14,650	\$ 17,394	\$ 17,605	\$ 17,605	\$ 17,605	0%
Revenues						
Charges for Services	\$ 290,531	\$ 320,755	\$ 342,550	\$ 357,550	\$ 401,100	17%
Other Financing Sources	-	-	-	-	-	N/A
Total Revenues	\$ 290,531	\$ 320,755	\$ 342,550	\$ 357,550	\$ 401,100	17%
Expenses						
Personnel Services	\$ 116,433	\$ 129,598	\$ 141,200	\$ 141,100	\$ 155,575	10%
Personnel Services, Benefits	53,776	62,386	69,200	69,300	73,175	6%
Purchased Professional Svcs	3,072	654	2,500	2,500	3,500	40%
Purchased Property Services	18,784	28,209	33,850	48,850	36,900	9%
Supplies	95,722	97,797	95,800	95,800	99,700	4%
Subtotal - Operating Expense:	\$ 287,787	\$ 318,644	\$ 342,550	\$ 357,550	\$ 368,850	8%
Capital	-	1,900	2,000	-	17,000	750%
Contingency	-	-	-	-	15,250	N/A
Adjustments to budgetary basis	-	-	-	-	-	N/A
Total Expense	\$ 287,787	\$ 320,544	\$ 344,550	\$ 357,550	\$ 401,100	16%
Excess (Deficiency) of Revenues over Expenditures	\$ 2,744	\$ 211	\$ (2,000)	\$ -	\$ -	-100%
Ending Funds Available	\$ 17,394	\$ 17,605	\$ 15,605	\$ 17,605	\$ 17,605	13%
Components of Funds Available						
Unassigned	17,394	17,605	15,605	17,605	17,605	13%
	\$ 17,394	\$ 17,605	\$ 15,605	\$ 17,605	\$ 17,605	13%

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.

Fleet Maintenance Fund

REVENUES AND EXPENSES



Revenues

Revenues of \$401,100 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 2022 are budgeted to increase 17%. The following table shows the source of revenues by department or fund for fleet maintenance.

Fleet Maintenance Charges						
Department/Fund	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
Engineering Department	-	-	-	-	4,650	N/A
Community Development	2,200	1,400	4,500	4,500	500	-89%
Police Department	58,533	62,780	54,000	54,000	78,150	45%
Parks and Recreation	35,400	62,000	65,075	65,075	83,550	28%
Public Works General Fund	162,398	165,775	168,000	183,000	171,850	2%
Community Center Fund	2,000	4,300	4,275	4,275	3,600	-16%
Irrigation Water Fund	3,300	2,100	3,100	3,100	1,975	-36%
Sewer Fund	26,700	22,400	43,600	43,600	56,825	30%
Total Fleet Maintenance Charge:	290,531	320,755	342,550	357,550	401,100	17%

Expenses

The 2022 Budget includes a 16% increase in expenses. The City’s fleet consists of approximately 130 pieces of mobile equipment, in addition to a number of small engine equipment, and continues to grow resulting in increased demands on fleet maintenance resources.

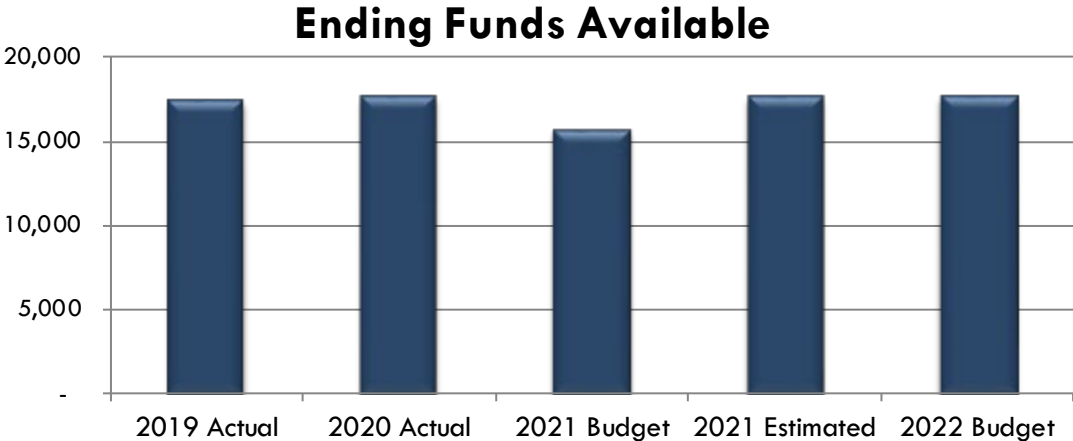
Fleet Maintenance Fund

The following table shows the vehicles and mobile equipment scheduled for replacement in the 2022 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 - 2022							
Unit #	Year	Make	Description	Age	Budgeted Amount	Fund & Dept	Acct
4015	2007	Sterling	Dump Truck	14	90,000	GEN-PW	110-431-51-4742
7018	2007	Dodge	Truck, 4 x 4 with dump bed (Ram 3500)	14	72,000	GEN-PW	110-431-51-4742
Total Mobile Equipment Replacements					\$162,000		

FUNDS AVAILABLE

The Fleet Maintenance Fund has estimated available funds of \$17,605 at the end of 2022. As an internal service fund, the Fleet Maintenance Fund is not expected to generate additional income to increase available funds.



CAPITAL EQUIPMENT REPLACEMENT FUND

The City maintains a designated reserve for the Capital Equipment Replacement Fund (CERF) in the General Fund, Community Center Fund, Irrigation Fund and Sewer Fund. 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 summarizes the 2022 CERF funding for each fund. The acquisition of replacement vehicles and equipment is deducted from the CERF funding each year and the difference is placed in the reserve.

Fleet Maintenance Fund

CAPITAL EQUIPMENT REPLACEMENT FUND			
FUND	Funding Requirement	2022 Replacements	Changes in CERF Reserve
General Fund	400,000	162,000	238,000
Sewer Fund	59,000	-	59,000
Irrigation Fund	3,200	-	3,200
Community Center Fund	5,700	-	5,700
Total	467,900	162,000	305,900

PERSONNEL

There are no staffing changes proposed to the Fleet Maintenance Fund in the 2022 Budget.

Fleet Maintenance Personnel				
Position	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Fleet Maintenance Supervisor	1.00	1.00	1.00	1.00
Fleet Mechanic I	1.00	1.00	1.00	1.00
Fleet Technician II	1.00	1.00	1.00	1.00
Total Positions	3.00	3.00	3.00	3.00

Fleet Maintenance Fund - Manhours				
<u>Hours Summary</u>	2019 Actual	2020 Actual	2020 Budget	2021 Budget
Full time employees	5,969	6,437	6,305	6,280
Part time employees	-	-	-	-
Overtime	102	21	50	75
Total Hours	6,071	6,458	6,355	6,355
Total FTE Equivalent	2.92	3.10	3.06	3.06

Fleet Maintenance Fund

RESPONSIBILITIES

- 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 Fund (CERF) plan through improved metrics.
- Continue education in industry accepted practices and methods of repair and maintenance.

PRIOR YEAR ACCOMPLISHMENTS

- The City continues to utilize Govdeals.com to dispose of vehicles and equipment.
- Fleet staff has resumed training for the National Institute for Automotive Service Excellence (ASE) tests. The City is currently working with Western Colorado Community College to assist with ASE test preparation.

GOALS

- Develop Fleet policies that address: 1) Standardization of vehicles; 2) Feasibility of motor pool program; 3) Replacement & disposal policies; and 4) CERF funding policies.
- Complete preventative maintenance in a timely manner.
- Due to COVID-19, Fleet staff was unable to attend the Tymco Street Sweeper School. This training has been requested for 2022.
- Evaluate the feasibility of consolidating on-site fueling into one location. Update Spill Prevention, Control and Countermeasure (SPCC) Plan.

PERFORMANCE MEASURES

- Finalize and Implement Fleet policies as developed.
- Measure preventative maintenance compared to corrective maintenance and track on-time completion of preventative maintenance work orders with the intent of reducing corrective maintenance costs and providing a higher level of customer service.

BUDGET HIGHLIGHTS

- The 2022 Fleet budget is proposed to increase by 17%.
- Professional development includes ASE training and certification as well as training on the Tymco street sweeper

Fleet Maintenance Fund

- The price of globally sourced parts increased in 2021 and is expected to increase again in 2022 along with fluctuating fuel prices.
- Capital equipment:
 - Diagnostic scanner and software - \$17,000. The new diagnostic scanner will be used to read trouble codes on vehicles to determine proper course of corrective action. The Diagnostic scanner software upgrade was originally approved in the 2021 budget but the current diagnostic tool is no longer supported by the vendor and software upgrades are no longer available.

Fleet Maintenance Fund

Revenues

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
<u>CHARGES FOR SERVICES</u>							
220-000-00-3481	Vehicle Repair Charges	290,531	320,755	342,550	357,550	401,100	17%
		290,531	320,755	342,550	357,550	401,100	17%
<u>OTHER FINANCING SOURCES</u>							
220-000-00-3960	Insurance Payments	-	-	-	-	-	N/A
		-	-	-	-	-	N/A
TOTAL FLEET MAINTENANCE REVENUES		290,531	320,755	342,550	357,550	401,100	17%

Fleet Maintenance Fund

Expenses

Account	Description	2019 Actual	2020 Actual	2021 Budget	2021 Estimated	2022 Budget	% Chg.
PERSONNEL SERVICES, SALARIES							
220-431-90-4113	Salaries, Public Works	113,172	128,950	138,700	138,700	150,575	9%
220-431-90-4119	Personnel Adjustments	-	-	-	-	2,300	N/A
220-431-90-4120	Salaries, Part time	-	-	-	-	-	N/A
220-431-90-4130	Overtime	3,261	648	2,500	2,400	2,700	8%
		116,433	129,598	141,200	141,100	155,575	10%
PERSONNEL SERVICES, BENEFITS							
220-431-90-4210	Health Insurance	37,417	44,386	48,600	48,600	50,600	4%
220-431-90-4220	FICA Payroll Expense	7,075	7,852	8,800	8,800	9,525	8%
220-431-90-4221	Medicare Payroll Expense	1,655	1,836	2,050	2,050	2,250	10%
220-431-90-4230	Retirement Contribution	5,091	5,774	6,400	6,400	6,900	8%
220-431-90-4250	Unemployment Insurance	344	379	450	450	500	11%
220-431-90-4260	Workers Compensation Ins	2,194	2,159	2,900	3,000	3,400	17%
		53,776	62,386	69,200	69,300	73,175	6%
PURCHASED PROFESSIONAL SERVICES							
220-431-90-4310	Professional Development	3,072	654	2,500	2,500	3,500	40%
		3,072	654	2,500	2,500	3,500	40%
PURCHASED PROPERTY SERVICES							
220-431-90-4430	Service Contracts	1,475	1,549	1,650	1,850	1,900	15%
220-431-90-4435	Vehicle Repair and Maint	17,309	26,660	32,200	47,000	35,000	9%
220-431-90-4442	Equipment Rental	-	-	-	-	-	N/A
		18,784	28,209	33,850	48,850	36,900	9%
SUPPLIES							
220-431-90-4610	Office Supplies	550	430	475	475	450	-5%
220-431-90-4612	Supplies and Equipment	88,294	90,460	87,700	87,700	92,000	5%
220-431-90-4626	Fuel	2,397	2,370	2,100	3,000	3,000	43%
220-431-90-4630	Meeting/Appreciation Supplies	-	-	100	100	100	0%
220-431-90-4660	Tools	3,322	3,375	3,650	2,750	2,600	-29%
220-431-90-4661	Uniforms	1,055	1,151	1,625	1,625	1,400	-14%
220-431-90-4662	Safety Equipment	104	11	150	150	150	0%
		95,722	97,797	95,800	95,800	99,700	4%
CAPITAL							
220-431-90-4742	Mobile Equipment	-	-	-	-	-	N/A
220-431-90-4743	Furniture and Equipment	-	1,900	2,000	-	17,000	750%
		-	1,900	2,000	-	17,000	750%
CONTINGENCY							
220-431-90-4850	Contingency	-	-	-	-	15,250	N/A
		-	-	-	-	15,250	N/A
TOTAL FLEET MAINTENANCE EXPENDITURES		287,787	320,544	344,550	357,550	401,100	16%