STERLING
A Colorado Treasure

2012 ANNUAL REPORT

CITY OF STERLING
CENTENNIAL SQUARE
421 NORTH 4TH STREET
P. O. BOX 4000
STERLING, CO 80751-0400

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STERLING
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www.sterlingcolo.com

January 31, 2013

Mayor and City Council
421 N. 4th Street
P. O. Box 4000
Sterling, Colorado 80751-0400

Re: Annual Report

Dear Mayor and City Council:

The report is the compilation of the monthly reports as required by Section 4-5 of the Charter of the City of Sterling. The information contained herein represents statistical and a written summary of the majority of the activities completed by City departments and divisions during the calendar budget year of 2012.

Although the City is a municipal corporation, it is basically a service organization delivering programs and services that are of utmost importance to the residents and visitors to the City of Sterling. Key factors of the continuance of the delivery of the programs and services are the fiscal soundness of the City, Council policy and directives and the implementation by City management. As you will note, the City is in a sound financial position, having finished 2012 under budgeted expenditures.

In general, the report indicates excellent guidance by Council, and an extremely professional level of service by all employees. All department heads and division superintendents are to be lauded for their performance during the past year.

I believe that you will find this report and the information contained therein useful.

Sincerely,

Joseph D. Kiolbasa

Joseph D. Kiolbasa
City Manager

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FINANCE DEPARTMENT

2012 ANNUAL REPORT

The following tables and analysis of revenue, expenditures and fund balances briefly describe the performance of each fund of the City of Sterling, and how such performance affects the financial condition on December 31, 2012 This Annual Financial Report is based upon the City's unaudited financial records. Such records are not formally finalized until the independent auditors complete the annual audit; however, no major adjustments are expected.

To assess the true financial condition of the City, the total of all funds must be reviewed. The thirteen funds accounted for by the City of Sterling had a total of $1,055,160 in cash and $12,187,004 in investments on December 31, 2012. The investments include: $205,939 in Certificates of Deposit at local banks; $100,442 in a money market account; and $11,880,623 at Colotrust.

GENERAL FUND:

The General Fund accounts for all ordinary operations and transactions within the City that do not have to be accounted for in another fund, including the following departments and divisions: City Council, City Manager, City Attorney, Municipal Court, Finance, Non-departmental, Personnel, Police, Dispatch, Youth Services, Fire, Ambulance Service, Street, Engineering and Operations, Airport, and all divisions under the Parks, Library and Recreation Department.

Actual revenues for 2012 were under budget projections by approximately 10% or $1,354,105. Actual expenditures were approximately 21% less than budgeted or $3,080,396, including transfers to other funds. The figures on the following pages include any additional appropriations Council made during the year but do not include encumbrances outstanding as of December 31, 2012. At the close of each budget year, such encumbrances and other unexpended appropriations lapse and the significant items are included within the budget for the ensuing year by re-appropriation from fund balance.

	Revenues	%	Expenditures	%
2008 Budget	$10,802,786	100%	$12,104,254	100%
2008 Actual	$10,874,932	101%	$11,005,613	91%
2009 Budget	$11,250,147	100%	$12,269,472	100%
2009 Actual	$10,668,236	95%	$10,641,470	87%
2010 Budget	$15,543,890	100%	$16,639,339	100%
2010 Actual	$15,010,888	97%	$15,100,861	91%
2011 Budget	$11,264,153	100%	$12,439,750	100%
2011 Actual	$11,675,823	104%	$11,027,002	89%
2012 Budget	$13,512,637	100%	$14,864,912	100%
2012 Actual	$12,158,532	90%	$11,784,516	79%

The above table shows, in 2012, the actual revenues exceeded the actual expenditures by $374,016. The expenditures include transfers as follows: Transfer for Workers Compensation Insurance $150,511, Transfer to Service Center Fund $485,407, Transfer to Insurance Fund

$95,971 and Transfer to Capital Equipment Fund $512,271 for a total amount transferred of $1,244,160.

Although the transfers reduce the fund balance of the General Fund, such transfers do not reduce the overall funds available to the City. The transfers merely make the money available for budgeted revenue within the appropriate fund receiving the transfer.

REVENUES:

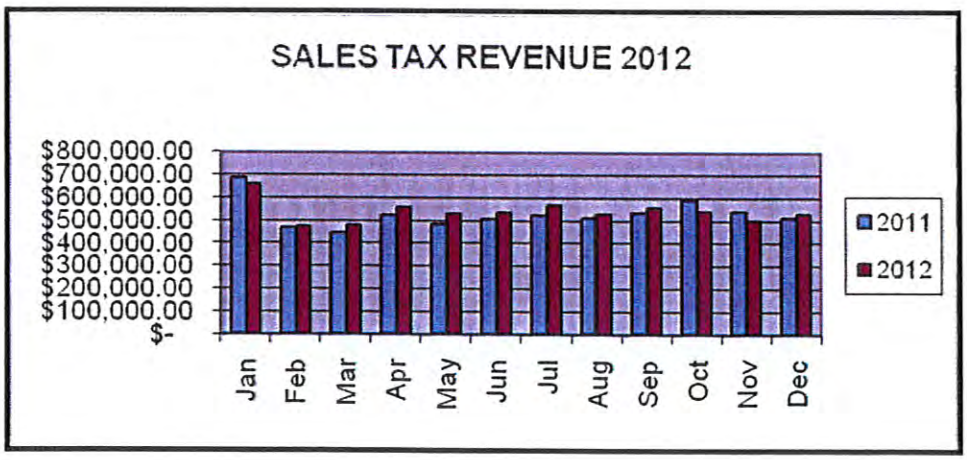
Year	Amount	% of 2008	
2008	$10,874,932	100%	
2009	$10,668,236	98%	
2010	$15,010,888	138%	with FAA Grant
2010	$10,977,902	101%	less FAA Grant
2011	$11,675,823	107%	
2012	$12,158,532	112%	

The revenues can be broken down into the following ten categories, as indicated on the City of Sterling's monthly financial statements. The following tables analyze their performance compared to previous years.

SALES TAX:

Year	Amount	% of 2008	% of Total Gen Fund Revenue for Year
2008	$5,903,432	100%	54%
2009	$5,656,684	96%	53%
2010	$5,936,552	101%	54%
2011	$6,282,228	106%	54%
2012	$6,460,500	109%	53%

The above table shows that sales tax revenue has increased approximately 9% since 2008; and in 2012, accounted for 53% of the General Fund revenue.



PROPERTY TAX:

Year	Mill Levy	Assessed Valuation	Property Tax Amount	% of 2008	% of Total Gen Fund Revenue for Year
2008	14.364	$70,522,780	$1,006,452	100%	9%
2009	14.041	$70,821,430	$ 987,832	98%	9%
2010	14.183	$72,604,290	$1,024,246	102%	9%
2011	14.052	$71,883,860	$1,028,893	102%	9%
2012	14.051	$72,272,270	$1,011,242	100%	9%

FRANCHISE TAXES:

Year	Amount	% of 2008	% of Total Gen Fund Revenue for Year
2008	$719,988	100%	6%
2009	$648,951	90%	6%
2010	$676,434	94%	6%
2011	$686,500	95%	6%
2012	$647,268	90%	5%

The Franchise Tax category includes the amount received from Xcel Energy, for both electric and gas, and the amounts received from Bresnan Communications, Qwest, and Kentec.

OTHER TAXES:

Year	Amount	% of 2008	% of Total Gen Fund Revenue for Year
2008	$611,787	100%	6%
2009	$649,937	106%	6%
2010	$567,152	93%	5%
2011	$565,265	92%	5%
2012	$585,537	96%	5%

The Other Taxes category includes Vehicle Use Tax, Building Use Tax, Road & Bridge Tax, Auto Ownership Tax and Employee Occupational Tax.

LICENSES AND PERMITS:

Year	Amount	% of 2008	% of Total Gen Fund Revenue for Year
2008	$256,338	100%	2%
2009	$206,628	81%	2%
2010	$174,756	68%	2%
2011	$282,318	110%	2%
2012	$250,615	98%	2%

INTERGOVERNMENTAL REVENUE:

Year	Amount	% of 2008	% Total Gen Fund Revenue for Year
2008	$ 930,021	100%	9%
2009	$1,028,096	111%	10%
2010	$1,180,207	127%	11%
2011	$1,325,881	143%	11%
2012	$1,742,929	187%	14%

CHARGES FOR SERVICES:

Year	Amount	% of 2008	% Total Gen Fund Revenue for Year
2008	$249,122	100%	2%
2009	$270,894	109%	3%
2010	$255,479	103%	2%
2011	$267,543	107%	2%
2012	$266,832	107%	2%

FINES AND FORFEITS:

Year	Amount	% of 2008	% Total Gen Fund Revenue for Year
2008	$201,031	100%	2%
2009	$202,395	101%	2%
2010	$180,288	90%	2%
2011	$137,057	68%	2%
2012	$127,270	63%	1%

MISCELLANEOUS REVENUE:

Year	Amount	% of 2008	% Total Gen Fund Revenue for Year
2008	$489,260	100%	5%
2009	$459,501	94%	4%
2010	$452,758	93%	4%
2011	$591,102	121%	5%
2012	$500,222	102%	4%

TRANSFER FROM OTHER FUNDS:

Year	Amount	% of 2008	% Total Gen Fund Revenue for Year
2008	$507,501	100%	5%
2009	$557,318	110%	5%
2010	$530,030	104%	5%
2011	$509,036	100%	4%
2012	$566,117	112%	5%

Transfers from other funds have remained consistent with previous years. Interfund transfers from the Sewer Fund, Water Fund, and Sanitation Fund are to reimburse the General Fund for each of the enterprise fund's proportional share of administrative overhead costs. The interest amount accrued in the Perpetual Care Fund is transferred to the General Fund to partially reimburse the General Fund for operation of the cemetery. In 2012, the interest amounts earned in the Service Center Fund, Employee Insurance Fund, and Insurance Fund were also transferred to the General Fund.

EXPENDITURES:

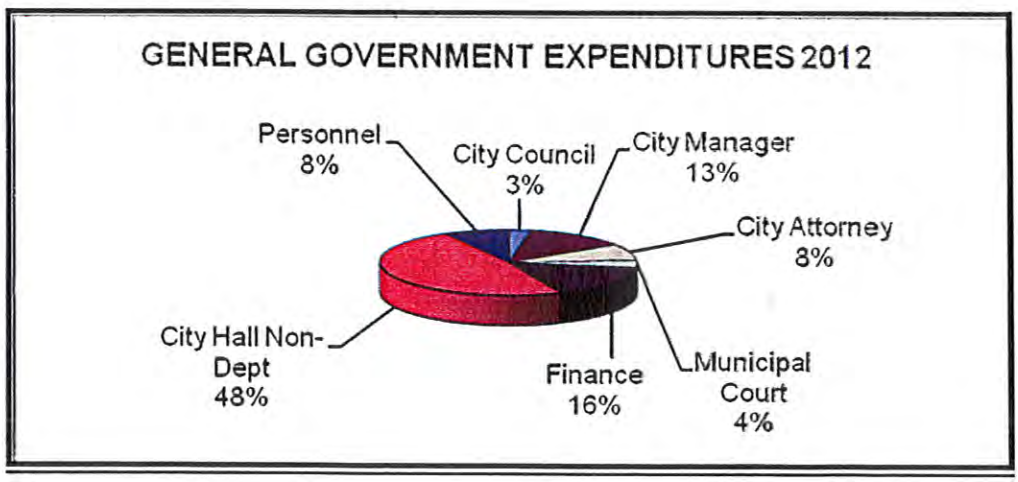
Year	Amount	% of 2008	
2008	$11,005,613	100%	
2009	$10,641,470	97%	
2010	$15,100,861	137%	with Airport Project
2010	$10,809,526	98%	less Airport Project
2011	$11,027,002	100%	
2012	$11,784,516	107%	

The expenditures can be broken down into categories as they are on the City of Sterling's monthly financial statements. The following tables analyze their performance compared to previous years.

GENERAL GOVERNMENT:

Year	Amount	% of 2008	% Total Gen Fund Expend. for Year
2008	$2,570,926	100%	23%
2009	$2,558,855	100%	24%
2010	$2,497,828	97%	23%
2011	$2,671,572	104%	24%
2012	$2,642,219	103%	23%

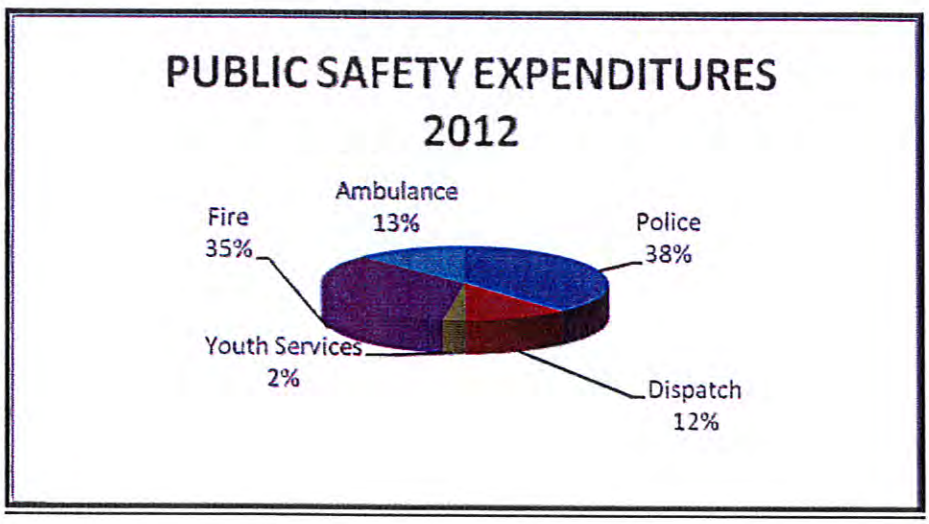
Department or Division	2010	%	2011	%	2012	%	% of Gen Fund
City Council	$ 64,298	3%	$ 86,176	4%	$ 73,110	3%	0%
City Manager	$ 346,215	14%	$ 332,224	12%	$ 341,284	13%	3%
City Attorney	$ 187,547	7%	$ 271,918	10%	$ 206,032	8%	2%
Municipal Court	$ 89,988	3%	$ 92,189	3%	$ 94,616	4%	1%
Finance	$ 413,323	17%	$ 400,808	15%	$ 431,920	16%	4%
City Hall Non–Dept	$1,198,208	48%	$1,279,005	48%	$1,275,915	48%	11%
Personnel	$ 198,249	8%	$ 209,252	8%	$ 219,342	8%	2%
TOTAL	$2,497,828	100%	$2,671,572	100%	$2,642,219	100%	23%



PUBLIC SAFETY:

Year	Amount	% of 2008	% Total Gen Fund Expend. For Year
2008	$3,593,377	100%	33%
2009	$3,529,174	98%	33%
2010	$3,554,866	99%	33%
2011	$3,641,283	101%	33%
2012	$4,290,413	119%	36%

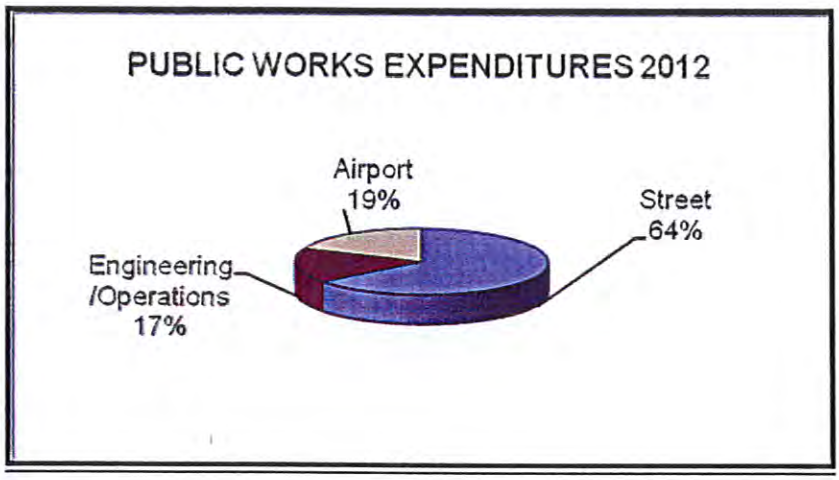
Department or Division	2010	%	2011	%	2012	%	% of Gen Fund
Police	$1,632,678	46%	$1,520,442	42%	$1,640,434	38%	14%
Dispatch	$ 482,861	13%	$ 467,166	13%	$ 503,327	12%	4%
Youth Services	$ 101,302	3%	$ 100,584	3%	$ 105,328	2%	0%
Fire	$1,338,025	38%	$1,295,034	35%	$1,496,362	35%	13%
Ambulance	$ 0	0%	$ 258,057	7%	$ 544,962	13%	5%
	$3,554,866	100%	$3,641,283	100%	$4,290,413	100%	36%



PUBLIC WORKS:

Year	Amount	% of 2008	% Total Gen Fund Expend. For Year
2008	$2,535,275	100%	23%
2009	$2,277,385	90%	22%
2010	$2,561,889	101%	24%
2011	$2,414,250	95%	22%
2012	$2,504,749	99%	21%

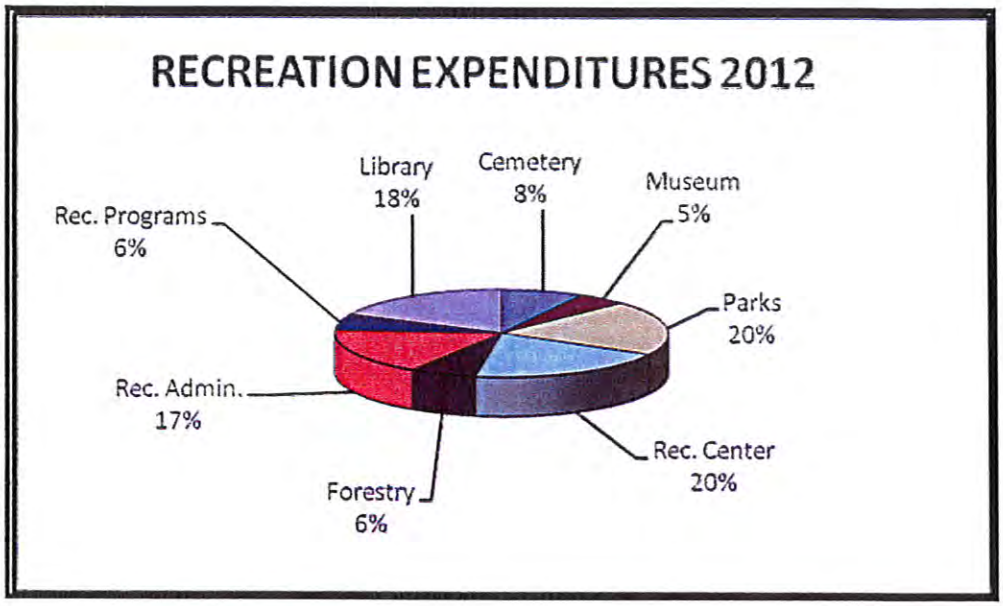
Department or Division	2010	%	2011	%	2012	%	% of Gen Fund
Street	$2,050,086	80%	$1,734,538	72%	$1,605,811	64%	14%
Engineer/Oper	$ 320,773	13%	$ 299,956	12%	$ 427,295	17%	3%
Airport	$ 191,030	7%	$ 379,756	16%	$ 471,643	19%	4%
TOTAL	$2,561,889	100%	$2,414,250	100%	$2,504,749	100%	21%



PARKS. LIBRARY AND RECREATION:

Year	Amount	% of 2008	% Total Gen Fund Expend. For Year
2008	$2,306,035	100%	21%
2009	$2,276,056	99%	21%
2010	$2,194,943	95%	20%
2011	$2,299,897	100%	21%
2012	$2,347,135	102%	20%

Department or Division	2010	%	2011	%	2012	%	% of Gen Fund
Cemetery	$ 194,345	9%	$ 197,357	9%	$ 188,349	8%	2%
Museum	$ 153,951	7%	$ 175,361	8%	$ 112,192	5%	1%
Parks	$ 459,966	21%	$ 418,247	18%	$ 471,220	20%	4%
Rec. Center	$ 468,759	21%	$ 541,111	24%	$ 461,404	20%	4%
Forestry	$ 156,523	7%	$ 110,379	5%	$ 152,066	6%	1%
Rec. Admin.	$ 162,486	8%	$ 214,335	9%	$ 393,985	17%	3%
Rec. Programs	$ 159,266	7%	$ 172,307	7%	$ 142,346	6%	1%
Library	$ 439,647	20%	$ 470,800	20%	$ 425,573	18%	4%
	$2,194,943	100%	$2,299,897	100%	$2,347,135	100%	20%



As of January 1, 2012, the City of Sterling's General Fund surplus was $2,809,315, and $3,183,330 as of December 31, 2012. The following table depicts the budgeted 2012 ending fund balance of $1,233,339 and prior year balances.

Ending Fund Balance

Year	Budget	Actual	% of Budgeted Balance
2008	$1,142,711	$2,223,702	195%
2009	$1,148,755	$2,250,468	196%
2010	$1,158,233	$2,160,495	187%
2011	$1,070,876	$2,809,315	262%
2012	$1,233,339	$3,183,300	258%

WATER FUND:

The City's three Enterprise Funds: Water, Sanitation, and Sewer are used to account for operations that provide services financed primarily by user charges and activities where periodic measurement of income is appropriated for capital maintenance, public policy, management control and other purposes.

The City's Water Fund was established to account for all water utility service operations, which are provided by the Water Division within the Public Works Department. Beginning in 2012, the expenses for the new water treatment plant were budgeted for a portion of the year. In future years the expense will be broken down between water lines and the water treatment plant.

For the Water Fund, the 2012 actual revenues were over the budgeted revenue by $168,796. The actual expenses for 2012 were $1,086,258 under that budgeted, without consideration for depreciation. The following table provides an analysis of 2008 through 2012 performance, for both revenue and expenses.

REVENUES:

Year	Residential Water	Commercial & Industrial Water	Other Charges	Total
2008 Budget	$ 948,155	$474,475	$ 163,000	$1,585,630
2008 Actual	$1,207,801	$603,339	$ 301,022	$2,112,162
2009 Budget	$1,195,000	$558,500	$ 643,000	$2,396,500
2009 Actual	$1,057,436	$552,722	$ 637,747	$2,247,905
2010 Budget	$1,195,000	$558,500	$ 5,419,600	$7,173,100
2010 Actual	$1,725,449	$768,019	$ 5,105,327	$7,598,795
2011 Budget	$2,017,600	$1,000,310	$17,653,450	$20,671,360
2011 Actual	$2,848,139	$1,262,102	$29,211,148	$33,321,389
2012 Budget	$3,617,867	$1,670,681	$ 190,750	$5,479,298
2012 Actual	$3,759,656	$1,556,538	$ 331,900	$5,648,094

EXPENSES:

Year	Water Lines	%	Water Treatment Plant	%	Total
2008 Budget	$ 2,092,340	100%	$ 0	0%	$ 2,092,340
2008 Actual	$ 1,682,500	80%	$ 0	0%	$ 1,682,500
2009 Budget	$ 1,044,547	100%	$ 0	0%	$ 1,044,547
2009 Actual	$ 767,347	73%	$ 0	0%	$ 767,347
2010 Budget	$ 1,065,128	100%	$ 0	0%	$ 1,065,128
2010 Actual	$ 637,106	60%	$ 0	0%	$ 637,106
2011 Budget	$ 975,229	100%	$ 0	0%	$ 975,229
2011 Actual	$ 842,359	86%	$ 0	0%	$ 842,359
2012 Budget	$14,284,066	100%	$ 198,025	100%	$14,482,091
2012 Actual	$13,323,871	93%	$ 71,962	64%	$13,395,833

Since depreciation is an expense not associated with current cash outlay, the Enterprise Funds do not account for depreciation during the budgeting process. Instead, depreciation is recorded by journal entry at year-end without budget consideration. After considering $200,139 depreciation expense for 2012, total expenses increased from $13,395,833 to $13,595,972. The majority of revenue received in 2012 was from commercial and residential water sales in the amount of $5,316,194, as compared to $4,110,241 in 2011

For accounting purposes, Enterprise Funds are treated much like a commercial business. Fund Equity includes surplus from previous years and also includes the undepreciated balance of fixed assets such as pipe, pumps, buildings, etc. Therefore, Fund Equity represents more than current net resources that are available such as cash and investments.

On December 31, 2012 the Fund Equity section of the Water Fund is comprised of the following: Reserve for Capital Replacement $3,089,683, Reserve for Painting $520,000, and Retained Earnings $9,492,372, for a total Fund Equity of $13,102,055.

SANITATION FUND:

An Enterprise Fund as described above, the Sanitation Fund was established in 1989 to account for all City operations for Sanitation (garbage collection) services.

In 2012 the Sanitation Fund's actual revenues were over the budgeted revenues by $894. Actual expenses were $17,911 more than budgeted. The table below compares the actual revenues and expenses for 2008 through 2012 as compared to budgeted figures.

	Revenue	%	Expenses	%
2008 Budget	$463,000	100%	$786,928	100%
2008 Actual	$462,820	100%	$606,791	77%
2009 Budget	$464,000	100%	$691,000	100%
2009 Actual	$468,210	101%	$588,370	85%
2010 Budget	$464,000	100%	$574,783	100%
2010 Actual	$448,195	97%	$479,843	84%
2011 Budget	$452,500	100%	$461,841	100%
2011 Actual	$462,739	102%	$394,518	85%
2012 Budget	$457,500	100%	$497,666	100%
2012 Actual	$458,394	100%	$515,577	104%

The above expenses in this Enterprise Fund do not include depreciation, which is a year-end adjustment rather than a budgeted amount. The total depreciation for the Sanitation Fund in 2012 was $50,620; thus the total expense including depreciation was $566,197. This amount exceeds the actual revenue by $107,803.

On December 31, 2012, the Fund Equity section of the Sanitation Fund is comprised of the following: Reserve for Equipment $28,389, Reserve for Capital Replacement $852,074 and Retained Earnings $129,201, for a total Fund Equity of $1,009,664.

SEWER FUND:

An Enterprise Fund as described above, the Sewer Fund was established to account for all City operations of the sewer utility service. The Sewer Fund is broken down into two divisions: Lines and Services, and Wastewater Treatment Facilities. The 2012 actual revenues exceeded the budgeted revenues by $17,223.

REVENUES:

Year	Domestic Sewer	Industrial Sewer	Other Charges	Total
2008 Budget	$1,310,435	$325,000	$212,500	$1,847,935
2008 Actual	$1,270,534	$334,164	$172,054	$1,776,752
2009 Budget	$1,283,435	$325,000	$179,312	$1,787,747
2009 Actual	$1,253,181	$342,623	$73,716	$1,669,520
2010 Budget	$1,283,435	$325,000	$93,500	$1,701,935
2010 Actual	$1,323,561	$333,357	$61,561	$1,718,479
2011 Budget	$1,320,610	$342,900	$53,500	$1,717,010
2011 Actual	$1,393,339	$319,549	$50,824	$1,763,712
2012 Budget	$1,395,370	$311,909	$58,957	$1,766,236
2012 Actual	$1,439,604	$261,968	$81,887	$1,783,459

EXPENSES:

Year	Lines & Services	%	Treatment Facilities	%	Total
2008 Budget	$876,194	100%	$1,395,730	100%	$2,271,924
2008 Actual	$495,740	57%	$ 917,667	66%	$1,413,407
2009 Budget	$1,044,547	100%	$1,425,060	100%	$2,469,607
2009 Actual	$ 767,347	73%	$ 927,987	65%	$1,695,334
2010 Budget	$1,065,128	100%	$3,918,428	100%	$4,983,556
2010 Actual	$ 637,106	60%	$ 928,245	24%	$1,565,351
2011 Budget	$975,229	100%	$2,140,621	100%	$3,115,850
2011 Actual	$657,170	67%	$1,683,898	79%	$2,341,068
2012 Budget	$944,302	100%	$1,314,319	100%	$2,258,621
2012 Actual	$820,797	87%	$1,244,364	95%	$2,065,161

The amount of depreciation for 2012 was $602,964. When this figure is added to the other expenses, the actual cost of doing business was $2,668,125.

The following is a breakdown of the Fund Equity section of the Sewer Fund at year-end 2012: Reserve for Capital Projects $111,784, Reserve for Lagoons $306,486, Reserve for Capital Replacement $8,819,768, Trunk Line Replacement $172,432, and Retained Earnings of $4,877,519, for a total ending Fund Equity of $14,287,989.

HOTEL TAX FUND:

Voters in 2011 approved a 5% lodging tax for the City of Sterling, effective January 1, 2012. Of this amount, 33% is remitted to Logan County for the Logan County Taxing Board.

In the first year, revenue consisted of $110,118 in tax, $100 in investment earnings, and $1,447 in penalty and interest.

Fund balance on December 31, 2012 was $111,665.

PERPETUAL CARE FUND:

This is a special revenue fund established for the purpose of using revenues generated from investments for operations and care of the cemetery. Special revenue funds are used to account for assets held by the City in a trustee capacity or as an agent for individual, private organizations, or other governmental units and/or other funds.

The interest earnings in 2012 were $358, Perpetual Care sales were $12,950, and sales of niches were $10,500. Expenditures were $320 for the audit fee, $2,850 for engraving, and $358 transfer of investment earnings to the General Fund.

As of January 1, 2012 the beginning fund balance was $154,155; the ending fund balance as of December 31, 2012 was $174,435.

LIBRARY IMPROVEMENT FUND:

The Library Improvement Fund was established in 2007 for the funds received from donations for the proposed addition to the Library.

During 2012, $1,300 was received in donations and $61 was earned in investment earnings. There were no expenses in 2012.

The fund had a $28,301 fund balance as of December 31, 2012.

CONSERVATION TRUST FUND:

This is a special revenue fund, which accounts for the state lottery proceeds and expenditures. The amount of money to be received is based on the state lottery proceeds and the City of Sterling's population.

In 2012, the City of Sterling received $143,747 from the State of Colorado and $426 in investment earnings. The City spent $10,300 for picnic tables, $8,176 for basketball court improvements, $9,400 for softball field improvements, $117,121 for a playground, $2,802 for improvements at Pioneer Park, and $1,104 to finish the bridge built at Pioneer Park.

The beginning fund balance in this fund was $170,317; the ending balance as of December 31, 2012 was $165,587.

KARL FALCH LIBRARY TRUST FUND:

This is a special revenue fund used to account for funds willed to the City of Sterling by Karl Falch, and designated to be used for public library purposes.

In 2012, total revenues were from investment earnings in the amount of $70. In 2012, expenses were $55 for the audit.

The beginning fund balance on January 1, 2012 was $31,456; the ending balance as of December 31, 2012 was $31,471.

EMPLOYEE INSURANCE FUND:

The City has four Internal Service Funds: Employee Insurance Fund; Risk Management Fund, the Service Center Fund and the Capital Equipment Fund. Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a reimbursement of costs basis.

The Employee Insurance Fund was established to provide medical and life insurance for city employees. In September 2006 the City changed from a self funded plan to a fully funded plan. Employee premiums are based on the health and/or dental coverage the employee chooses.

In 2012 total revenues were $1,358,626. This included $1,285 from investment earnings, $1,108,659 from transfers, $1,450 for wellness, and $247,232 in employee premiums. Expenses were $1,366,429, which included $1,450 for wellness, $1,360,529 in premiums, $2,535 in FLEX expenses, $630 for audit, and $1,285 for transfer to General Fund.

The beginning fund balance as of January 1, 2012 was $599,546; the ending fund balance as of December 31, 2012 was $591,743.

SERVICE CENTER FUND:

The Service Center Fund was established in 1999 to account for the expenses of operating the City Service Center Facility. Revenue is received as transfers from the various departments and divisions to cover the cost of operation.

In 2012 revenues included the transfers of $656,922, miscellaneous income of $1,540, and investment earnings of $858, for total revenue of $659,320. Expenditures amounted to $664,818.

The Fund Equity of the Service Center will include the undepreciated balance of the fixed assets for the facility; therefore Fund Equity will represent more than current net resources available such as cash and investments. The Fund Equity on December 31, 2012 was $1,139,467.

RISK MANAGEMENT FUND:

The Risk Management Fund is an internal service fund used to support the property, casualty, and liability insurance of the City of Sterling. In 1990, the Risk Management Fund was established and the City of Sterling began participating with the Colorado Intergovernmental Risk Sharing Agency (CIRSA) for the purpose of pooling for insurance.

In 2012, the revenues totaled $486,432 and were comprised of investment earnings of $1,974, miscellaneous of $13,997, compensation for loss of $68,489, and transfers of $401,972. Expenses in 2012 were for claims paid in the amount of $178,994, premium fees of $229,360, expense for workers compensation $181,200, material & supplies for $416, unemployment expense for $8,094, audit fees of $590, and transfer to General Fund $1,973, totaling $600,627.

The beginning fund equity as of January 1, 2012 was $943,288. The ending fund equity as of December 31, 2012 was $829,093. The emergency reserve, set up in 1993 to cover Tabor (Amendment One) requirements, is in the amount of $350,000.00.

CAPITAL EQUIPMENT FUND:

The Capital Equipment Fund was established to account and provide for equipment for the General Fund with a purchase price of $5,000 or greater and a life expectancy greater than one year. The General Fund bases transfers on an expected life and value calculation of current assets in use.

In 2012, revenues were $543,245, which was comprised of $1,826 in investment earnings, transfer of reserves $512,271, and compensation for loss $29,148. Expenses were as follows: audit $905, Police Department $91,993, Fire Department $52,292, Public Works $104,264, Finance $8,367, Parks, Library & Recreation $87,599, and Non-Departmental $21,440 for a total of $366,860.

The ending fund equity as of December 31, 2012 was $2,739,716.

CAPITAL IMPROVEMENT FUND:

The Capital Improvement Fund is a capital project fund, which was established to account for financial resources to be used for the acquisition or construction of major capital facilities. Revenues and other financing sources are primarily derived from investment earnings, grants, rental proceeds of City-owned land, and transfers from other funds.

In 2012, $99,941 was received in total revenue; $1,743 in investment earnings, $16,350 from land rent, $80,726 in a grant for the exhaust system at the Fire Department, and $1,122 for miscellaneous.

Expenditures consisted of $7,423 for additional exhibits at the new Museum building, $84,975 for building improvements at the Fire Station (exhaust system), audit expense of $535, and transfer to the General Fund Designation for future museum exhibits in the amount of $42,505 for a total of $135,438.

The ending fund balance as of December 31, 2012 was $791,157.

CITY MANAGER

2012 ANNUAL REPORT

As shown in the Financial Section of this report, the City remained financially sound throughout 2012. The City collected approximately 90 percent of budgeted revenues and expended approximately 79 percent of the budgeted expenditures. The shortfalls are primarily grants and grant funded projects in 2012 that did not occur. The City closed the year with an increase in the General Fund Balance of $374,000.

An area of concern to the City Administration is the employee turnover. In 2012, 35 vacancies by resignation, retirement or promotion were made. The departments affected most are: Fire-5; Police-4; Dispatching-6; and Maintenance-10. Based on 145 employees, this is a 24 percent turnover. Also, a number were upper management, positions more difficult to fill.

On a more positive note, the City experienced a busy year for projects and events.

- Concreting alleys in the Central Business District;
- Installation of water line in Lincoln Street;
- Continuation of construction of the Water Treatment Plant;
- Installation of a lift in City Hall;
- Commencement of updating the City Master Plan;
- Completed Street Improvement project; and
- Completed pedestrian bridge project in Pioneer Park.

Projects planned for 2013 are the replacement of the water main in West Main, the reconstruction of the apron and taxiway at the Sterling Municipal Airport. The City also plans to undertake a salary and benefit survey to evaluate the City's pay plan.

OFFICE OF EMERGENCY MANAGEMENT
LOGAN COUNTY/STERLING
PREVENT-PROTECT–RESPOND-RECOVER

2012 ANNUAL REPORT

LOGAN COUNTY / STERLING CITY
OFFICE of EMERGENCY MANAGEMENT

OVERVIEW:

EMERGENCY MANAGEMENT COORDINATOR (EMC)

The Emergency Management Coordinator is a position funded by an Interagency Agreement between the City of Sterling, Logan County and the E-911 Authority Board. Additionally, fifty percent of the Emergency Managers salary and some expenses are funded by a special Emergency Manager Program Grant (EMPG) through the State of Colorado Office of Emergency Management.

The Emergency Management Coordinator is assigned responsibilities for county-wide emergency planning, mitigation, response and recovery.

Acting as a Liaison the Emergency Manager coordinates communication and projects between agencies, governments and non-governmental agencies.

Many times the Emergency Manager acts as a central point of contact for local governments when communicating with State and Federal agencies. Likewise, the Emergency Manager represents the local governments at meetings and conferences involving many State, Federal and Non-Profit agencies.

During times of a multi-agency emergency response the Emergency Manager helps to coordinate an organized response by assisting within the Incident Command system, procuring and tracking resources, monitoring and managing emergency communications and utilizing and managing the Emergency Operations Center.

Reporting directly to the Sterling City Manager, the Emergency Management Coordinator also has reporting duties to the Logan County Commissioners, the Logan County E-911 Authority Board and the State of Colorado Division of Emergency Management.

Emergency Manager Bob Owens took over the role of Logan County and Sterling Emergency Management Coordinator in October 2007.

2012 EMERGENCY MANAGEMENT PROJECTS

FEMA

2011 Department of Homeland Security Grants

The 2012 DHS Grant cycle saw funding nationwide drastically cut from previous years. Our eleven county region saw funding cut to 90% of just two years prior. The Emergency Management Coordinator (EMC) was still successful in procuring 100% funding for one project in Logan County.

EMC Owens applied for and have been tentatively funded $7610.12 for a digital trunking mobile base radio system for the Emergency Operations Center. This radio in the EOC will allow for direct efficient communications with field operations and the emergency communications center. This mobile base unit will replace the practice of using agency handheld pac-sets during emergencies. This mobile unit can also be moved into the Communications Center as an additional unit if needed.

Work continued in 2012 in completing the 2011 DHS grant projects. The $76,000 moto-bridge interoperability system was nearly complete by the end of 2012 and the $30,000 Remote Tornado Siren project was finished. The EMC was the project manager on both projects.

Emergency Manager Program Grant (EMPG)

The Colorado Office of Emergency Management, through Federal grant funding, proctors and oversees the Colorado EMPG program. This grant program provides funding for local emergency managers and supports local emergency management programs.

As part of the program the State outlines several deliverables broke out by quarters. The emergency manager must provide annual and quarterly reports to the State outlining the progress made on the deliverables. Some of these grant deliverables include updating the local Emergency Operations Plan to align with the federal standard, developing Emergency Operation Center protocols and procedures, Developing and participating in exercises and training, Developing severe weather plans, maintaining situational awareness during emergency events, utilizing the WebEOC system to communicate with State and local resources, assist local agencies with NIMS and ICS training and to help coordinate and provide support to local agencies during emergency events.

For 2012 the EMPG program provided the City of Sterling and Logan County **$29,300.00** to help support the local Emergency Management program.

LOGAN COUNTY / STERLING EMERGENCY OPERATIONS CENTER

An Emergency Operations Center (EOC) provides a central location for key personnel to work and communicate during an emergency event. Personnel in the EOC support the field

responders by providing resources, information and tracking capabilities from a secure and controlled environment.

The Logan County / City of Sterling Emergency Operations Center were moved to its new location in April, 2010. The previous location of the EOC was at the Northeast Colorado Health Department. This location was not a hardened shelter building, and provided no emergency backup power supply.

The new EOC has substantial connectivity capabilities for the responders by providing both hard-wired and wireless connections to the internet. There are five dedicated land line phones along with an internal wireless phone signal booster. There are two EOC dedicated computers which provide connection to local, State and Federal agencies during emergency events.

The addition of a modern, well connected and efficient EOC provides the field responders with the tools they need for to effectively respond to all hazardous events in Logan County.

For 2012 Bob applied for a federal grant to install a digitally trunked portable base radio system in the EOC. Additionally, he refined and updated the EOC positional checklists and updated the emergency contact list.

21st CENTURY TARGET NOTIFICATION SYSTEM

An essential part of county wide emergency citizen notification is a telephone based target notification system. This type of systems allows a specific message to be delivered to a specific audience in a timely manner. This project is funded entirely with Logan County E911 surcharge funds.

The system was deployed on a number of incidents in 2012, including deployals for hazardous drinking water conditions and information during an anthrax outbreak.

In 2012, work continues to an urge Logan County residents to enter their wireless and VOIP phone numbers into the system. All hard wire phones are already in the system

LOGAN COUNTY EMERGENCY OPERATIONS PLAN UPDATE

An Emergency Operations Plan (EOP) is a notebook that provides guidance and information to emergency responders during a critical event. The EOP isn't usually used in day to day operations, but geared more to significant disaster events.

The Logan County EOP was updated to the FEMA required Emergency Support Function format in 2005. In 2012 the EOP was updated to reflect changes in contact information response capabilities and protocols. Responder agencies were asked to review their specific information in the plan, and update information and protocols as needed.

For 2012 the updated version of the plan will align with the Federal standard, thus assuring interoperability with other local area and State plans during disasters and emergency events.

The project was completed in 2012. Due to high printing costs it was decided to distribute the plan in two formats; a hard printed copy to agencies who will be heavily involved in disaster

responses and a DVD copy to all supporting agencies. The plan is in the process of being formally adopted by Logan County and the City of Sterling.

PUBLIC OUTREACH AND EDUCATION

Getting accurate, timely and relevant safety information out to citizens is a key component of Emergency Management. Educating the public in proper emergency planning and preparedness is vital to the resiliency of a community during a disaster.

During the year EMC Owens gave numerous programs, presentations and safety talks to various groups in the community, including the Sterling Kiwanis Club and Sterling Heritage Center.

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The EMC is a regular guest on the KSTC live morning show Cross Talk. He gave talks on all types of severe weather safety, self preparedness, Emergency Alert systems, Extreme winter weather, family disaster plans and many other topics.

Local newspapers were also used for safety and prevention articles along with the creation of an Emergency Management page on Facebook.

Other public outreach talks include:

- Emergency Preparedness for senior citizens.
- Winter Storm Preparedness and planning for winter travel.
- Disaster preparedness for the home and business.
- Anthrax facts and awareness.
- Dealing with animals in disaster, preparedness and planning.

Public education continues to be a critical part of preparedness and awareness for the community.

NATIONAL WEATHER SERVICE "STORM READY"

The National Weather Service (NWS) "Storm Ready" program certifies that a community has sufficient planning, resources, warnings and mitigations in place to make it substantially resilient in the face of severe weather events.

Logan County first became NWS Storm Ready in 2004, and was recertified again in 2009.

Logan County was again up for recertification in 2012. Bob completed the application and survey process, noting the changes in communications and remote tornado siren deployal capabilities.

Logan County and Sterling's work in the areas of warnings and training were lauded by the NWS. A reverse 911 system is in place, new tornado shelters were developed, the tornado sirens were updated and 60 people per year were receiving NWS Storm Spotter training. The updated Communications Center and EOC were also noted.

Being a "Strom Ready" certified community is important for resiliency, preparedness and response to major weather events.

NATIONAL WEATHER SERVICE COMMUNITY SPOTTER TRAINING

The National Weather Service's (NWS) Community Storm Spotter training is an awareness training given to the public to help educate them in being able to accurately identify severe and dangerous weather events.

Through the NWS the Logan County OEM holds a yearly Storm Spotter community training open to all citizens. This training has been very popular in Logan County, with 61 citizens and members of local response agencies taking the training in 2012.

Having this many trained people in the county is greatly beneficial in accurately identifying dangerous storms, thereby reducing the verification time needed before deciding to activate the warning systems.

MISCELLANEOUS 2012 PROJECTS

All Sterling tornado sirens were checked out for needed repairs, and information on a new system upgrade is still in the works. Warning sirens in Fleming, Crook, Iliff, Peetz and Merino now have a remote deployal capability attached that will allow Sterling Dispatch to deploy the sirens instead of needing a local citizen to deploy them. All of these warning sirens in the small towns will retain the capability of local deployal if needed or wanted.

EMC Owens updated the County and City 2012 NIMSCAST information assuring eligibility in State and Federal grant programs.

Bob assisted all Logan County agencies with complying with the December 31, 2012 FCC deadline for narrow banding all radios still using the VHF frequencies. He proctored meetings with the Logan County Road and Bridge Department and the RE1 Schools to determine how much of their equipment could be upgraded and what needed replaced. All agencies were able to upgrade and narrow band by the deadline.

All of the VHF frequencies in the dispatch center were updated to the new narrow banding through the FCC. Some of the VHF repeaters had to be reassigned or replaced. The Sterling Emergency Communications Center was in full narrow banding compliance by the deadline.

The EMC was placed on the Statewide Next Generation 911 (NG911) steering committee by the Logan E911 Authority Board. He attended the meetings representing Logan County and the Northeast region. The County is developing the system governance, financing, protocols and funding options for the State. The group meets monthly.

EMC Owens was placed on the Digital Trunking Radio group Consolidated Communication Network of Colorado (CCNC) statewide steering committee. This group is the user and managing organization of the Statewide Digital Trunked Radio System Network (DTRS). We are working on necessary system upgrades and how they will be funded. The group meets monthly.

Bob is the project manager for a disaster recovery project for the Northeast Colorado Emergency Managers ESF5 group. This project includes obtaining 5400 copies of the new Guidebook to Recovery handbook, which is given to citizens in the 11 county region after a disaster or emergency event. The project is projected to cost $75,000. Bob obtained a federal grant for $10,600 and is working with the vendor on private fundraising for the balance.

The EMC distributed 165 Federal DOT Emergency Response Guidebooks to all emergency response agencies in Logan County. This guidebook aids in identification and response to hazardous materials incidents. He will give hazmat awareness training to the rural fire departments.

Through an EMS Council Injury Prevention grant, Bob was the project manager for an ABATE basic motorcycle training program. This program funds 18 $100 scholarships to Logan County residents for the training. He was the liaison between ABATE and the EMS Council, located and procured the training site and proctored the grant funds. A total of 24 students were trained in the summer of 2012. The project will continue again in 2013 with five more classes being held.

HAZARDOUS EVENTS AND RESPONSES IN 2012

EMC Owens responded to several incidents in 2012, including large wildland grass fires, hazmat releases, and both summer and winter severe weather events.
Some of these significant incidents were:

- A hazmat release with injuries at the Sterling rail yard.
- A major winter storm where winter storm shelters were pre-staged for deployal.
- Several severe spring and summer storms.
- A drinking water supply contamination emergency.
- A cattle anthrax outbreak in Crook.
- Large wildland grass fires.

The EMC role during these responses is to assist with on scene Incident Command, resource procurement, emergency sheltering and relaying live information to the Colorado Office of Emergency Management via the Web-EOC system. The EOC was utilized during some of these responses.

TRAINING AND EXERCISES

AMERICAN RED CROSS TRAINING

Cross training with the American Red Cross (ARC) continued in 2012. The ARC is involved in school evacuation training, nursing home / assisted living evacuation training and hospital surge and evacuation training.

The Red Cross also is a vital partner in emergency sheltering. When pre-staging a shelter for deployal volunteers get valuable training in set up, support and take down of the shelters. The Red Cross volunteers will also be cross trained with the new Logan County Animal Response Team for sheltering

2012 COLORADO EMERGENCY MANAGERS CONFERENCE

The EMC attended a three day Governors Emergency Management conference in Loveland in March 2012. This conference is divided out into break out training sessions that range from one to four hours long. He attended sessions on the FEMA Disaster Recovery Framework, Emergency alert systems, EOC design and methodology, Inclusive emergency management for the entire community, Resource Management systems, Exercise design and management and GIS mapping during a disaster.

Numerous vendors of emergency management needs and equipment are present with samples of the latest technologies, and there is substantial networking with other federal, state and local emergency managers.

Local Emergency Planning Committee (LEPC) Conference

As Chairman of the Logan County LEPC, Bob attended a three day conference in 2012 that was sponsored by the State CEPC. Items covered at the training were;

- Hazmat transportation planning.
- LEPC and federal hazmat legal updates.
- Hazmat grant programs for clean up and mitigation.
- Hazmat commodity flow studies.
- Hazmat training and exercise design for local responders.

RE1 Schools Full Scale Exercise

The RE1 School district sponsored a full scale multi-agency exercise at the Sterling Middle School and High School. The exercise tested the capabilities of reunification of students to parents after an emergency evacuation. This exercise was the conclusion of a year's worth of planning and design by the RE1 Safety committee. After the exercise a debrief meeting was held with all participants and a corrective plan was developed. Lessons learned will be incorporated into the emergency plan updates.

Radiological and Nuclear Awareness Training

The EMC attended an eight hour awareness training on radiological and nuclear awareness. This training was due to increased radiological shipments through Logan County. The training included a table top exercise and hands on use of Rad meters. Sterling will be receiving two new Rad meters from a grant he obtained.

Sterling Regional Med Center Exercises

EMC Owens helped design and participated in two exercises at the Sterling Regional Med Center.

The first exercise was a table top in their EOC on how to sustain hospital operations for 96 hours during a winter storm. We tested their ICS system, resource management and procurement and effective in-house communications during a power failure.

The second exercise was a full scale drill on a mass casualty medical surge of the Emergency Department. We tested their ICS system, patient identification, critical staffing and staffing shortages, resource management and communications between hospitals.

After actions report will show any problems and deficiencies which will be corrected in a lessons learned report and incorporated into future planning.

GROUPS AND COMMITTEES

As the Logan County and Sterling Emergency Manager I Chair or sit on several groups and committees. Participation in these is vital to effective emergency management.

NORTHEAST COLORADO EMERGENCY MANAGERS GROUP

The NCEM is a regional group of Emergency Managers from thirteen counties in eastern and northeastern Colorado. This group is run under the auspices of the Colorado Office of Emergency Management. This group meets monthly at different locations, and has the ability to work as a region on many projects. The group also strongly supports mutual aid from the counties within the group.

Projects for the group in 2012 included:

- Review of the new 2013 EMPG format and requirements. The grant will be audited this year.
- The new NIMS/EOC software system and training.
- Ready Colorado training in each of the counties from the Office of Preparedness.
- State Unified Command system during disasters.
- Resource Management plans.
- Hazard Mitigation plans.
- Working with the American Red Cross on shelter operations and notifications.
- Connect Colorado resource sharing system.
- Emergency Management procedures and protocols during a disaster.
- Pre-Disaster Mitigation planning.
- WebEOC resource sharing project and required entries.
- WebEOC system updates and training.

E911 AUTHORITY BOARD

The Logan County E911 Authority Board is comprised of local agencies and citizens. The authority oversees 911 phone and emergency communications issues. The Board has control of the E911 surcharge that is collected monthly.

EMC Owens is the secretary of the Board, and performs all bookkeeping and record keeping requirements, along with proctoring the agendas and minutes of meetings. The E911 Authority pays a 1/4 share of his annual salary.

Projects for the Authority in 2012 include:

- Completion and adoption of updates to the E911 IGA and bylaws.
- Updating equipment in the dispatch center
- Preparing for the new Next Generation 911 project
- Preparing for increased costs to the digital trunking radio system.

LOCAL EMERGENCY PLANNING COMMITTEE

The Logan County LEPC is comprised of representatives from local response agencies, local businesses and local citizens. The committee monitors local hazmat issues, and assists with emergency planning. The LEPC is also responsible for the organizing of yearly Tier II chemical reports.

The LEPC met several times in 2012. Meeting agendas included;

- Maintaining and organizing the SARA Tier II reports into a usable database.
- Maintaining a local website for electronic submissions of 2012 Tier II reports
- Commodity flow studies on state highways and railroads in Logan County
- Distribution of the hazmat Emergency Response Guidebooks.

EMERGENCY MEDICAL SERVICES COUNCIL

The Logan County EMS Council is comprised of members from local emergency responders, Sterling Regional Med Center, regional RETAC and Northeastern Junior College. The council is involved in local EMS training and monitors issues pertaining to EMS response. The Council holds regular bi-monthly meetings. Projects for 2012 include a RETAC injury prevention grant for student drinking and driving and basic motorcycle operations training. The EMC was the project manager for the basic motorcycle training. He procured the training site, tracked and managed the grant funded scholarship funds and acted as a liaison between the EMS Council and ABATE. Four classes were held and 24 students were trained.

NORTHEAST ALL HAZARDS REGION GROUP

The Northeast All Hazards Region (NEAHR) group continues to hold regular meeting within the northeast Colorado region. The group meets under the auspices of the State Homeland Security.

In 2012 the group continued its ongoing project of developing and updating the region wide threat assessment and target capabilities information. This information is used by the Department of Homeland Security in determining where grant money should be distributed to strengthen our vulnerabilities.

The group also gathers, organizes and selects local DHS 2012 grant applications prior to being turned into the DHS at the State Level. Locally the EMC disseminated all 2012 DHS grant guidance to Logan County agencies and assisted with grant applications. Logan County was successful with procuring a $7610 grant for a mobile DTR radio in the Logan County EOC.

RE1 SCHOOL DISTRICT SAFETY GROUP

The RE1 Schools Safety Group continues to meet with regular monthly meetings.

The group is comprised of selected safety committee members from all of the RE1 schools and local public safety agencies. The group works together to solve issues that arise when events occur that causes an interface between schools and public safety agencies. Examples would be severe storms, fires, or an active shooter within the school.

The RE1 school staff continued their NIMS required ICS training in 2012. This training, along with a series of tabletop and full scale exercise, will prepare school staff and agencies alike in what to expect from each other during a crises event. Bob sat on the exercise design committee in 2012, helping to design and perform a full scale exercise. Information from lessons learned will be incorporated into future planning.

A major full scale exercise testing the capabilities on Reunification After a School Evacuation was conducted in 2012.

LOGAN COUNTY RURAL FIRE CHIEFS GROUP

The Logan County Rural Fire Chiefs group continues to meet with quarterly meetings. The group works together to identify and solve issues that affect the rural fire departments. Issues such as equipment needs, training, mutual aid and grants are discussed. The group has also developed a scholarship fund that will be used to assist with rural firefighter training.

LOGAN COUNTY ESF 8 GROUP

The Logan County ESF 8 Group is a committee comprised of hospital, public health, coroner and emergency response and support agencies in Logan County. The committee deals with any issues that affect the broad spectrum of pre-hospital care, hospital care, mortuaries, public health and all of the agencies who support these missions. The committee meets monthly.

Some of the committees projects for 2012 included:

- Developing bylaws and protocols.
- Developing an offsite alternative care facility for hospital overflow.
- Training on the statewide EM systems for resources.
- Mass casualty planning.
- Mass fatality planning.
- Interoperable emergency communications during disasters and emergency incidents.
- Incorporating the Healthcare Coalition requirements into the ESF 8 group.
- Tabletop exercises for all ESF 8 agencies.

STERLING EMERGENCY COMMUNICATION CENTER (SECC)

Overview

The dispatching services provided by SECC include initial receiving, prioritizing and assigning of all incoming calls. Dispatchers initiate and enter computer documentation of all incoming calls, run computer checks for law enforcement and coordinate follow-up information for units in the field. Dispatchers are also responsible for managing radio communications to and from various agencies.

Staffing

When fully staffed the Communication Center employs 11 dispatchers, which includes a dispatch supervisor, eight full time dispatchers and two 32-hour positions. 2012, was a year for

a number of changes within the Communication Center. In July, the Center had five dispatchers resign their positions. Their resignations left the Center with only four experienced dispatchers and one dispatcher who was in the final training phases. At times, there was only one dispatcher on shift from 2 a.m. to 10 a.m. To assist during these times, a calling tree was implemented for the Police Department. A caller now has the ability to select from a menu the appropriate area within the Police Department they are trying to reach without being directed through dispatch. The dispatchers also operated all law enforcement related radio traffic on one talk group from July through December.

Training

SECC participates in continuing education through refresher courses in CPR and Emergency Medical Dispatch. The dispatchers also participate in bi-monthly trainings. The training includes review of department policy and procedures and certain job related tasks. New hires are placed in the Communication Center training program upon hire. This program is structured to be up to16 weeks in length. During 2012, eight individuals were hired and trained. Of those eight, only five remain.

Statistics

Sterling Police Department, Logan County Sheriff's Office, Sterling Dispatch

The total number of calls for service entered in 2012 for Dispatch, Sterling Police Department, and Logan County Sheriff's Office was:

- Dispatch = 24,489
- Logan County Sheriff's Office = 10,043
- Sterling Police Department = 12,183

Fire Districts

The Sterling Emergency Communication Center dispatches for the city of Sterling Fire Department and the rural departments of Crook, Fleming, Merino, and Peetz. The total number of calls for 2012 was:

- Sterling = 2142 of this number 1499 are EMS related
- Crook = 103
- Fleming = 84
- Merino = 133
- Peetz = 72

911 Calls

The Sterling Emergency Communication Center is the primary answering point for all 911 calls within Logan County. All calls are placed and received via a computerized system. This system has an automated mapping program that tracks all landline and wireless 911 phone calls. As soon as the call is received in the communication center a pinpoint appears on the map showing the location of the caller.

In 2012 the communication center 911 system received 11,147. This number represents the number of times the system received a 911 call. This includes if someone dialed 911 more than one time. Of that number, 5,929 calls were received from a single phone number. This includes actual 911 emergency calls and false/pocket dialed 911 calls. Since practically everyone carries a cellular phone, the majority of the calls the dispatchers receive are false/pocket dialed 911 calls.

2013 Goals

- Utilize quality assurance program more consistently
- Continue dispatcher training
- Have all staff trained in EMD by May 2013
- Operate the Center at full staff for the majority of the year

INFORMATION TECNOLOGY SPECIALIST (ITS)

The City of Sterling currently has approximately 155 networked computers and servers used to perform daily City processes in 10 buildings. This includes public access computers at the Library. The City also added several new copier/printers to the network.

The Fire Station, Library and Service Center connect to City Hall via fiber. The new Water Treatment Plant was recently configured in our network via fiber optic connections as well. The City also uses a networked IP phone system within these buildings. The other out buildings, Airport, Cemetery. Recreation Center, Museum, and Waste Water connect with VPN using DSL or wireless internet access.

The ITS continues to maintain a security for all City computer information and processes and security requirements of CBI, which requires annual security and awareness testing.

The City's application server was replaced with a Xen Server allowing virtual server services. Files and programs were transferred to the new cityapp virtual server. The switch over required the set up of new accesses to third party programs and printers at each computer workstation.

The internet filter system currently being used has ended its product for future updates so we have been testing a new filter system with some of our users prior to purchasing a new product.

Program updates were installed for many of the systems. With the assistance of IBM ITS Anderson performed an operating system update to the Police AS400 that required several weeks of file preparation prior to a continuous update process that lasted 24 hours. Total time down for the Police system was 18 hours.

The ITS set up City Council members as network users for e-mail and voicemail as they have started using electronic tablets for access to packets and other information from the City administration.

Mary Ann performed various duties for systems and user maintenance and backups. She routinely answers calls for assistance from City employees for program, printer, telephone, and connection problems. She troubleshoots issues and contact technical support as necessary.

ITS Anderson continues to serve on the SWellness Committee and Web Group Committee. The SWellness Committee meets regularly to plan monthly and quarterly events for City employees, promoting good health and well being, including the City Health Fair.

The Web Group Committee meets as needed to continually maintain the City of Sterling website, www.sterlingcolo.com.

The ITS also attended various training sessions provided by the City.

CITY ATTORNEY

2012 ANNUAL REPORT

In March of 2012, J. Curt Penny entered into a contract with the City and took over the work of the Office of the City Attorney, with Stephanie M.G. Gagliano and Tricia Matuszczak assisting, as Deputy City Attorneys. Ms. Gagliano assumed the duties of the prosecution of the cases in Municipal Court, Ms. Matuszczak assumed duties of assisting the Public Works Department, and Mr. Penny, as City Attorney, assumed all other duties of the position of City Attorney, including assisting with the duties of the Deputy City Attorneys, as needed.

The City Attorney performs all functions assigned by general law to municipal attorneys, including the institution or the defense of actions or proceedings on behalf of the City, when so directed by the City Council.

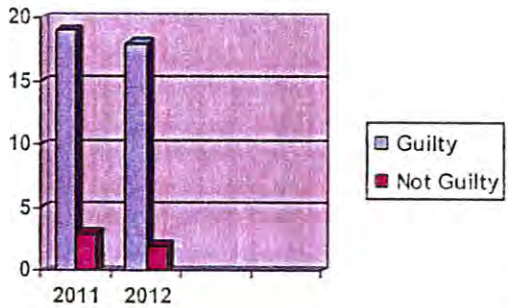
The Attorney attends City Council meetings and work sessions, Planning Commission meetings and staff meetings. The City Attorney advises staff members concerning legal matters and this results in a great deal of contact between the City Attorney, Deputy City Attorneys, and department heads. The Attorney prepares correspondence as directed by the Risk Manager, since the Risk Management Committee was disbanded by the City Manager.

The City Paralegal attends staff meetings. In addition to her general duties and functions as a paralegal, the Paralegal also assists with answering telephones and receptionist duties when needed, assists in covering other positions when needed, processes letters prepared by library staff, and makes telephone calls to library patrons regarding past due items. The Paralegal also assisted the Office of Emergency Management by proofing the draft of the emergency operations manual being updated by that office.

The City Attorney's office drafted 8 ordinances and 41 resolutions that were passed in 2012. This office drafted various agreements, correspondence, intergovernmental agreements, and leases. These documents included a consent to lease assignment; contract for use of city property; Rules and Procedures for the Lodging Tax Citizens Advisory Board; notice and request forms for real estate auction services; fiber optic license agreement and easement agreements; easements; the contract with a consultant regarding the City's Comprehensive Master Plan update; and documents required for the procedure to withdraw idle funds from the Old Hire Police Pension Fund. The City Attorney also participated in conferences and related preparation of legal documents with regard to the EMS Service Contract and related motor vehicle lease between the City and Logan County.

The City Attorney assists the Finance Department with collection of past due sales tax and occupational tax accounts, and lien releases. This office also assists in obtaining reimbursement for damages to City property in some cases, and obtaining releases regarding any minor property damage claims against the City.

The City Attorney's office represented the City in the prosecution of violators of City ordinances. The City Attorney prosecuted all trials, which included 20 charges, consisting of 20 pro se trials resulting in guilty judgments on 18 defendants. The City Attorney also appeared for pre-trial conferences, met with defendants or defense attorneys regarding cases, and met with police officers and Humane Society employees to prepare for trials and related discussions. The Paralegal informs the police officers and Humane Society of court dates; sets up the prosecution and police files; types all subpoenas; prepares other pleadings, including motions, deferred stipulations, and written pleas; photocopies and prepares discovery for defendants and defense counsel; prepares jury instructions; prepares correspondence; calendars trials and pretrials; schedules appointments; and assists in research.



This office handles all liquor applications, and processed 20 renewals, 2 corporate or modification of premises reports of changes, 7 special event permits, 1 new license application, 1 transfer of license application, and 1 tastings permit renewal. This office also researched and did follow-up work with the State and with individuals regarding the serving of alcohol without a special events permit or in private businesses not licensed, to confirm approval or to direct compliance with the rules and regulations.

The City Attorney's Office researched matters at the request of various department heads, or as needed for ordinances, contracts, litigation, etc.

In most instances, this office replied to requests for legal opinions within three days or less. This office drafted most ordinances and resolutions within 1 to 2 days of the request, or by the next Council meeting. In all cases, matters referred from the Planning Commission to City Council were prepared in time for the next regular or work session meeting, as applicable.

The personnel in the City Attorney office attended various training during 2012, which included the Criminal Justice Information Service Security and Awareness training and testing for the three attorneys. The City Attorney attended the Annual CML Conference. The Paralegal completed the Criminal Justice Information Service Security and Awareness online training and testing to renew her certification, and completed several CIRSA online training courses.

Staff from the City Attorney's office made onsite visits to several City departments to meet other City employees at their work location and to assure availability to all employees when the City Attorney's office can be of assistance to them.

MUNICIPAL COURT

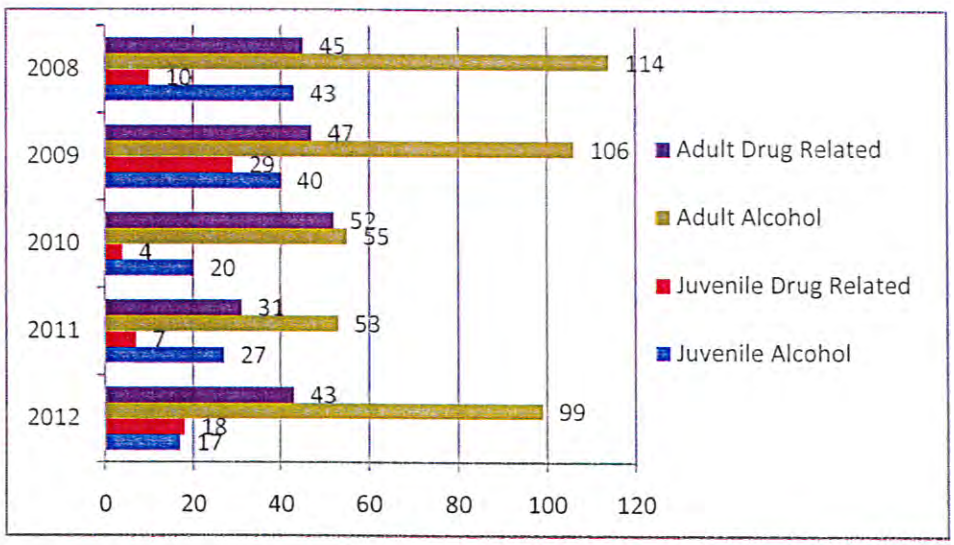
2012 ANNUAL REPORT

Sterling Municipal Court is held every Wednesday at 9:00 a.m. and continues until all cases are concluded. Jury trials are held on Fridays as necessary. The Sterling Municipal Court hears all cases involving violations of the City's Ordinances. Jay Brammer is the Municipal Court Judge. The Clerk of Sterling Municipal Court is Deanna Weingardt. Ms. Weingardt also serves as the Useful Public Service Coordinator for the City of Sterling.

In 2012, the Municipal Court experienced an increase in the number of cases handled primarily due to an increase in the number of tickets issued for underage possession and consumption of alcohol by minors. The number of tickets issued for traffic offenses also increased. The number of juvenile cases handled in 2012 remained consistent with the number of charges handled in 2011. Municipal Court continues to refer juvenile cases to Sterling Youth Services for educational programs and monitoring for compliance with sentencing requirements.

Municipal Court processed 975 new charges for 2012. Charges involving traffic related offenses accounted for 212 charges.

Last year, adult offenders were sentenced to 135 days in jail. Overall, the volume of cases handled by Municipal Court in 2012 was lower than the five year average.



PERSONNEL/HR DEPARTMENT

2012 ANNUAL REPORT

The following is a summary of activities in which the HR Department participated in during the year of 2012.

CDL TESTING AND PRE-EMPLOYMENT DRUG TESTING – Required quarterly random drug testing for CDL drivers was conducted during 2012. Pre-employment drug screens were conducted as needed for new employees.

WORKERS' COMPENSATION –During the year of 2012, the City recorded 37 claims. Several of the claims were notification only. Other claims were for knee, elbow, minor lifting injuries, simple cuts and abrasions, sprains and strains.

C.I.R.S.A. – Review of the Property/Casualty report was completed in the fall with the follow-up inspection. In April, CIRSA representative conducted the Loss Control Standards Audit. The audit was satisfactorily completed. Public Works, Parks, Library, and Recreation Department, Fire, Police and Administration completed the Loss Control Audit.

This audit addresses certain areas of safety and maintenance for the City. Each department is responsible for certifications, safety measures, and training in the respective areas of their audit.

Follow-up on the safety program from CIRSA to help reduce Workers' Compensation costs was turned over to the appropriate department heads. Video and CIRSA online training in areas of safety such as driving, back injury and slips, trips, and falls will be completed with all employees. New employees were monitored for the online safety awareness training through CIRSA.

UPS COORDINATOR – Clients from Intervention (District and County Court) completed Useful Public Service hours. The assigned locations were the Library and the Recreation Center. HR Assistant coordinated with Intervention for completion of these UPS hours.

Municipal Court Clerk began monitoring the clients assigned through this Court January 2012.

JOB OPPORTUNITIES - Beginning January 30, the City implemented NEOGOV online application process. There was a short learning curve. Directors and Superintendents have been able to work with and in the process during the year. During 2012, 1089 applications were received from applicants.

Public Safety positions had several vacancies during 2012: Fire Department had five vacancies including 3 promotions to Fire Captain; Police Department had 5 vacancies; Public Safety Dispatcher had 7 vacancies during 2012. Police Cadet opened at the end of 2012 with the candidate attending P.O.S.T. certification academy in early 2013.

Several Maintenance Worker positions were also vacant during 2012. Advertising for the position occurred twice with three and four positions vacant at one time. Maintenance Worker II position was opened internally for a promotion position

Museum and Library had a few positions as Library Assistant, Literacy Coordinator, and Museum Assistant vacant during 2012.

PCF Superintendent resigned in April. Maintenance Worker III was promoted after the interview process was completed. HR Director resigned in June and the City contracted with MSEC during the time the City was without a director. HR Assistant handled the day-to-day tasks for the department. New HR Director was in place on November 12.

Work on job descriptions for Water Treatment Plant Operator commenced in March and continued throughout the year. There will be Lead Water Treatment Plant Operator and 4 Water Treatment Plant Operators at the Plant. To start, there will be Apprentice Water Treatment Plant Operators operating under a contract Operator in Responsible Charge until training is completed.

MISCELLANEOUS ACTIVITIES – The City Manager made paid time available for employees to attend the flex spending plan and insurance meetings. Thirty-eight participants in Flex Spending with an election amount of $49,204. In 2012 The City renewed with CTSI for insurance coverage for 2013. CHP Benefits Administrator conducted Open Enrollment meetings on October 29. Employees completed Open Enrollment paperwork by November 7 with all employees returning their enrollment forms.

Mountain States Employers Council (MSEC) presented training on Performance Documentation Skills for Public Employers on January 25, 2012. There were 2 sessions available. All supervisory personnel attended one of the 4-hour training sessions.

PCF Superintendent attended a weeklong MSEC Supervisory Training during October.

Revision of Job descriptions continued throughout 2012. One-position descriptions are being completed.

PERSONNEL BOARD ACTIVITIES – The City of Sterling Personnel Board held seven meetings during the year 2012. Council appointed a Personnel Board Chairman in 2012 and a new member was also appointed. Changes to Personnel Policies was also reviewed and approved. Fire Captain promotional testing and interviews occurred at one of the meetings. Five meetings discussed the difficulty of retaining Police Officers which included two work sessions.

PUBLIC WORKS DEPARTMENT

2012 ANNUAL REPORT

The Public Works Department, staff and employees spent the year 2012 actively pursuing open communications with the citizens of Sterling, attempting to be responsive to those communications, being timely and efficient in meeting the needs of the City of Sterling, and continued to strive to provide levels of necessary services in compliance with acceptable standards using innovative methods while still efficiently using available resources.

The Director served as a member of the Employee Recognition Banquet Committee, Logan County Local Emergency Planning Committee and attended the regular meetings of the Eastern TPR. The City of Sterling has a safety manual which is continually reviewed and updated.

Throughout the year, the Public Works Department staff was involved in administering, monitoring, and/or completing the following projects, tasks, or administrative matters under the direction of the administration and City Council.

ADMINISTRATION

Personnel Matters

The City has continued the effort to attract and retain a competent, efficient labor force. The Public Works personnel roster for 2012 began the year with 33 full time employees and 1 temporary part-time employee. The year ended with 36 full time employees. The position of Superintendent-Water/Wastewater currently remains vacant, and staffing for the new Water Treatment System (Plant) is in progress. It is anticipated these positions will be filled the early part of 2013.

Training Programs

The Public Works staff and employees continue to undergo training as determined necessary under various Federal, State, and local rules and regulations. With additional State and Federal regulations requiring Drinking Water and Wastewater Staff to be trained and certified in their field, the City financially supports the intensive training required of each Staff member. Training for Certifications is done through correspondence courses and weeklong training sessions. Required continuing education is accomplished through day long seminars. Most of the other training is being held internally through the Personnel Office/H.R. Department.

Stop Sign and Through Street Project

Public Works staff is continuing to review traffic within the City of Sterling to allow for the efficient movement of motor vehicles through the City. This study includes various traffic counts, research of accident histories at specific locations, and the consideration of the specific needs of the neighborhood before the installation or removal of stop signs or other traffic control devices. As a part of this project, the speed limit posted in various sections of the City is also reviewed.

The replacement project of street name signs on an "as needed" basis began during 2007. This project continued in 2012 to upgrade the signs to the current MUTCD standards.

Equipment Replacement

Throughout the year, staff continued the replacement of equipment for the Public Works Divisions as outlined in the operating budgets. Vehicle and equipment replacement consisted of: wheel loader, pickup and budgeted small equipment items.

Budget Amendment
Public Works staff again participated in the proposed budget for the fiscal year 2012.

Update the Emergency Response Plan
Throughout the year, the staff updated the City of Sterling's Public Works Department Emergency Response Plan through meetings among staff and administration. This updating is an ongoing process as new information or resources become known to the City. The department cooperated with the Emergency Management Coordinator to implement this plan.

Update Snow Removal Plan
Updating the Snow Removal Plan is an annual process. This updating is completed after a review of the prior season's operation taking into account areas of concern and comments from the citizens of the City of Sterling. This plan will be reviewed and updated as necessary during 2013 and implement any changes during the 2013-2014 season.

Land Acquisition and Disposal
The Public Works Department assisted City Administration in consultations and production of documents and plats for consideration in acquiring lands for the City of Sterling and also the disposal of properties that had been declared surplus.

Department of Corrections Labor Forces
The Divisions Operations Coordinator, as a supervisor within the Public Works Department, is charged with the coordination of labor crews from the Sterling Correctional Facility. The City of Sterling has taken advantage of this additional resource available to public entities within the area to assist in the construction and maintenance of atypical operations within the City of Sterling.
Projects accomplished during 2012 included tree removal from the Henderson-Smith ditch adjacent to E. Chestnut Street (Hwy. 6 @ VY Trucking), trimming and general cleanup at Riverside Cemetery.

Update Utility Maps
The Department is continuing to update the utility maps of existing infrastructure throughout the City of Sterling. The Engineering Technician's office continued with updating the utility mapping data base during 2012. The map layer updating the fiber optic network continues to be implemented as information becomes available.

Staff Meetings
Public Works staff attends staff meetings as required by administration. The Director attends the administrative staff meeting held each Thursday morning and shares the contents of this meeting with departmental staff later the same morning. Each Division Superintendent then shares the appropriate information with Staff and also discusses any problem encountered in the past week along with projects for the coming week. Each month there is a time set aside for safety training. These meetings are conducted by the chair with minutes kept, recorded, printed and filed for viewing by interested parties.

Public Works Board
The Public Works Director, along with the Administrative Secretary and Engineer Technician, meets with the Public Works Board once a month. The normal meeting schedule is on the fourth Monday of each month. The Public Works Board is an advisory board to the Public Works Department/Director on budget matters and capital outlay items within the City of Sterling. The Public Works Board was active during 2012 maintaining an interest in the status of projects under construction. They exhibited their awareness of observing progress on the various projects and asked valid questions about how these projects fit into the overall improvements to the City's infrastructure. Discussions continue about upgrading the waterline distribution system within the City

and the need for replacement of same. The Board Members participated in the approval of Curb/Gutter/Sidewalk projects completed in the City sponsored Replacement Program. Throughout the year input is provided to the P.W. Board from staff relative to project planning and design. Discussion is conducted with the Board and their directions are followed to implement and complete the selected projects based upon available funding in the current budget. The City continues to seek volunteers for one vacant position due to a Board member resigning January 2012.

Monthly Reports

The Public Works Staff compiles the necessary information to allow the Director and clerical staff to prepare a monthly report for submission to the City Manager's office. During the month of January each year, all of the reports are compiled into an annual report for the previous calendar year and submitted to the City Manager's office for review.

Planning Commission

The Planning Commission of the City of Sterling holds regular meetings on the first Wednesday of each month. Special meetings are held if determined necessary by the Staff and the Chairperson of the Planning Commission. During 2012, the Planning Commission considered and reviewed the following items: 2 Minor Subdivision requests and 13 discussion work sessions on various topics.

At the direction of City Council, staff prepared Statement of Qualification packets requesting consulting firms to respond for a major revision to the City's Comprehensive Plan-Master Plan. From the original pool of consulting firms/teams, the City selected three qualified consulting firms having experience in preparing and updating plans for municipalities. Each firm was requested to submit a proposal (RFQ) to the City on May 15, 2012. McCool Development Solutions, LLC was selected and recommended to City Council by the Planning Commission. Council awarded the contract to McCool Development Solutions, LLC on July 10, 2012. Work sessions and community meetings have been active since that time and will continue into 2013.

STREET DIVISION

Drainage Considerations

On a continuous basis, the Street Division receives requests for drainage improvements and/or solutions to drainage problems throughout the City. The division attempts to respond to these requests efficiently with the resources available to them; however, some of these requests require the installation of extensive capital infrastructure and; therefore, cannot be responded to as rapidly as deemed advisable.

Intersection Improvements

Periodically throughout 2012 CDOT Traffic Signal Technicians monitored traffic flow and reviewed citizen complaints regarding the sequence/delay times of the traffic signals. Staff continues to work in conjunction with CDOT to address citizen suggestions and complaints regarding traffic flows.

Street Improvement Program

During the calendar year 2012, the Street Division and Public Works Staff, planned, designed, specified, bid, and monitored the Street Improvement Program for the City of Sterling. The street locations listed below represent a major construction effort. The remainder of the City streets was repaired with existing City staff. The streets included in the 2012 program are as follows:

City of Sterling 2012 Street Improvement Project

STREET	FROM STREET	TO STREET		WIDTH	LENGTH	
S DIVISION AV	W MAIN ST	DOUGLAS ST		45	215	
S DIVISION AV	DOUGLAS ST	HAMILTON ST		45	345	
S DIVISION AV	HAMILTON ST	PHELPS ST		44	340	

STREET	FROM STREET	TO STREET		WIDTH	LENGTH	
ELM ST	N 2ND ST	N 3RD ST		45	265	
ELM ST	N 3RD ST	N 4TH ST		45	400	
ELM ST	N 4TH ST	N 5TH ST		45	410	
ELM ST	N 5TH ST	N 6TH ST		45	480	
ELM ST	N 6TH ST	N 7TH ST		45	480	
ELM ST	N 7TH ST	WIDCH		35	175	
ELM ST	WIDCH	BROADWAY ST		26	160	

STREET	FROM STREET	TO STREET		WIDTH	LENGTH	
BEATTIE DR	S 10TH AV	S 11TH AV		33	260	
BEATTIE DR	S 11TH AV	DELMAR ST		33	615	

STREET	FROM STREET	TO STREET		WIDTH	LENGTH	
S 10TH AV	BEATTIE DR	DELMAR ST		36	745	

STREET	FROM STREET	TO STREET		WIDTH	LENGTH	
RIVERSIDE DR	RIGHT OF WAY RD	CUCAROLA RD		26	860	

Street Surface Treatment Program

The Street Surface Treatment Program is a maintenance program initiated by the City of Sterling in the late 1980's. The basic concept behind the program is the maintenance of the wearing surface of asphalt streets. The present policy of the City of Sterling is to slurry seal streets reconstructed or overlaid the second year after the completion of the reconstruction or overlay and then on a six-year frequency thereafter. With this method of maintenance, it is the City's opinion that an asphalt street should have a life expectancy of 25+ years.
The test project conducted in 2009 using Cape Seal as an alternative to the typical slurry seal process has proven successful to this point. Durability and structural soundness continues to be monitored, and Staff is still evaluating the project.

In 2012 it was the consensus of staff that it would be more cost effective to forgo surface treatment in 2012 and plan to combine the 2012 and 2013 surface treatment projects into one and spend the funds earmarked for surface treatment in 2012 on a larger street reconstruction project.

The Surface Treatment Program will again be reviewed during 2013 and the list of streets presented will reflect those in immediate need of surface treatment. Streets will be rated according to present condition and the benefits achieved for longevity of the street if placed on the 2013 Street Surface Treatment Program. The perpetual schedule of the second year and six-year frequency will be addressed in this review and a defined schedule will be prepared.

Downtown Alley Improvement Program

The City of Sterling continued the reconstruction of downtown alleys in 2012 with the reconstruction of the alley in the 200 block between Chestnut Street and Poplar St. The work consisted of removal of existing pavement, re-grading and paving with concrete pavement. There has been a history of drainage problems in this alley so; in the course of the project a new vertical alignment was developed to address these drainage issues.
The project was bid using 2011 funding however actual construction was in 2012. The City also has two more alley reconstruction projects under contract for the 2013 construction season. One for the alley in the 200 block between West Main and State Street and the other project is the alley in the 300 block between S. 3rd Street and S. 4th Street, (Ash Street and Beech Street). Design and project documents will be available in early 2013 for the alley improvement project in the 200 block between Ash Street and Beech Street.

Pavement Marking Program

The 2010 Pavement Marking Project utilized EPOXY paint to enhance the durability and visibility of markings. The change to epoxy paint has proven to be cost-effective to the City and beneficial to the traveling public. The Public Works Staff has been monitoring the condition of the pavement markings and concluded that with the higher durability of the epoxy paint it would not be necessary to do a pavement parking project in 2012. With an extensive surface treatment project planned for 2013 it is anticipated that a pavement marking project will be include in 2013.

Lincoln Street Water System Improvements

Recently there has been an inordinate number of waterline breaks on Lincoln St and it was the assessment of staff that it was necessary to upgrade the water system in Lincoln Street from S 6th Avenue to S Division Avenue. A Consultant was hired to design this project and the Public Works Department provided the Construction Management of this project. The existing 4" ductile iron water line was replaced with 2130 ft of 6" C-900 DR18 PVC water main. Fire hydrants, tie ins to existing water mains and installation of water services to the new main were also included in this project. In accordance with City of Sterling Water Department Policy, any lead service lines encountered in the waterline replacement were replaced with new service lines.

ADA Compliant Curb Ramps

In 2012 the City continued the curb ramp program in a continuing effort to make all the transitions from sidewalks to street surfaces comply with ADA standards. In 2012 ADA Compliant transitions were installed at these locations.

2012 CURB RAMP PROGRAM		
TABULATION OF QUANTITIES		
STREET		CORNER
S DIVISION AV	HAMILTON ST	NE
		SW
		NW
ELM ST	N 3RD ST	SE
		NE
		SW
		NW
ELM ST	N 4TH ST	SE
		SW
		NW
ELM ST	N 5TH ST	SW
ELM ST	N 6TH ST	SE
		NE
		NW
ELM ST	N 7TH ST	SE
		NE
		SW
		NW
BEATTIE DR	S 11TH AV	SE
		SW
BEATTIE DR	DELMAR ST	NW
		NE
S 10TH AV	DELMAR ST	SE
		NE
		SW
		NW
BEACH ST	S 3RD ST	SE
		NE
MAIN ST	N 4TH ST	NW
MAIN ST	S 4TH ST	SW

Federal Transportation Enhancement Project(s)

The City of Sterling – Public Works has submitted applications and received funding approval for the following projects through Eastern Transportation Planning Region (ETPR) and the Colorado Department of Transportation (CDOT) in the category of Bicycle and Pedestrian Facilities.

Project	Budget	Fed / Local
a. Sterling Bike Lanes – Phase IV (Pending CDOT pre-bid review)	$132,500	80% / 20%
b. West Main Street Pedestrian Improvements Project (In Design)	$220,000	80% / 20%
	Budget Total	*$352,500*

North Railway Street Improvements

Improvements along 200 block of North Railway Street were completed in September 2012. The project was the result of Redevelopment and Reimbursement Agreement between City of Sterling, Sterling Urban Renewal Authority, Bank of Colorado and Land Leasing Company, LLC. Improvements consisted of street reconstruction and concrete pavement, curb/gutter/sidewalk improvements, street lighting, and replacement of underground gas line (Xcel Energy) utilities.

Pioneer Drainage Ditch

The City of Sterling continues to perform the maintenance of the Pioneer Drainage Ditch. The City is reviewing the maintenance necessary and options available to complete that maintenance. Maintenance currently performed has consisted of trash and debris removal, and the burning of vegetation materials. These items have been performed utilizing City forces and equipment. Cleaning of the West lateral ditch was completed in March 2012. Approximately 3800 L.F. was completed in conjunction with similar maintenance operations performed by the adjacent landowner.

AIRPORT DIVISION

Public Works staff is considering various projects at the Sterling Municipal Airport. The Apron Rehabilitation/Taxiway A1 Rehabilitation Project was bid on September 13, 2012. One bid was received. The consulting engineer recommended this project be repackaged and rebid with the proposed reconstruction of Taxiway A at a future date, tentatively scheduled for late 1st Quarter 2013.

Stormwater Management Plan

Due to the Clean Water Act and the types of activities that normally occur on airports, the Sterling Municipal Airport is obligated to maintain a Stormwater Management Plan. The plan includes information relating to drainage basins and the discharge of those basins. An annual report is prepared each January and submitted to the health department in February each year. This requirement and deadline continued to be met during 2012. The Colorado Department of Public Health and Environment-Water Quality Control Division-Water Pollution Control Program, Permits Section issued a modified Certification, Colorado Discharge Permit System on June 19, 2012. This permit is effective 7/1/2012 and expires 6/30/2017. Stormwater Management Plans (SWMPs) must be updated to meet the revised permit requirements by January 29, 2013.

WATER DIVISION

Water Quality

The City of Sterling continues to work aggressively towards bringing the drinking water system into compliance in accordance with Enforcement Order No. DC-080902-1.

The City of Sterling has been in violation of Maximum Contaminate Levels (MCL) for Trihalomethanes and Uranium. To be in compliance with State of Colorado Water Regulations, the City, our engineers and contractors, Hatch Mott MacDonald and Hydro Construction Co., continue to work toward the completion Sterling's new Water Treatment Facility. In 2012, Phase 1 and 2 startup of the plant was successfully completed. Starting in November, all water supplied to the city has been directed through, disinfected and distributed from the Phase 1 and 2 portions of the plant. At approximately 85% complete, the new facility is expected to be on line in 2013. There is continuing contact with the State to insure that the City of Sterling is in compliance and on schedule to provide safe, clean and quality water to its customers.

Water Augmentation
The City continues to operate under the water decree terms and conditions. Continued familiarization of the decree and support from our water engineers is giving Staff the necessary tools to operate the water augmentation as established by the decree. The City has been very active in assuring that we meet our established requirement of our decree.

Water Supply and Treatment
The City continues to operate with the prioritization of the wells by water quality and by doing so this has lowered the TTHMs and Uranium. The uranium continues to be lower however still above the MCLs. The prioritizing is an interim measure until the treatment plant is on line. The City and our engineers continue to move forward to have a treatment plant constructed on schedule. The extended schedule was approved with start up in January 2013 and final completion in March of 2013.

Scalva Farm
The Scalva Parcel at Bravo State Wildlife Area remains available for public use through the joint effort and agreement between the Colorado Division of Wildlife and the City of Sterling. The property consists of 188 acres of South Platte River bottom and is made available for public use on a reservation only basis administered by the D.O.W. The farm area continued to be leased with alfalfa as the main crop, and other areas were used for grazing. Considerable footage of new piping did take place on the farm as raw water and waste lines were installed to the Deep Injection Well #2.

Water Meter Installation Replacement
The Water Division employees are continuing the replacement of potable water meters throughout the City of Sterling. The conversion is to install Sensus and/or Neptune touch-read meters. The installation of such meters will simplify the monthly reading of the meters as it will no longer be necessary to open the meter pit to read the meter. In 2012 staff continued to investigate meters that have read "0" for consumption for 3 consecutive months. Meters that were determined not functioning correctly were replaced/repaired.

Water Line Upgrades
The 2012 water line improvements budget was used for water main, services and hydrant replacement on Lincoln St from S. 6th Ave. to S. Division. The project replaced an old deteriorating 4" main with 6" C-900 DR 18 PVC. Services that were original lead service lines were replaced.

Systems Control and Data Acquisition (SCADA)
All functions of the water system are controlled by a SCADA system located at the new Water Treatment Plant. This system helps operators control, monitor and track data in the treatment process at the plant as well as controlling all remote raw water wells and storage facilities.

SANITATION DIVISION

Employees of the Sanitation Division continue to endeavor to provide timely and efficient residential trash removal for the citizens of Sterling. In addition to that service and in conjunction with employees of the Street Division, the Sanitation Division conducts the Spring and Fall City-Wide Cleanup. This program provides to citizens of the City of Sterling who receive trash service, the proper disposal of items that are too large to place in the trash dumpsters and roll-outs. This program has remained popular with the community and the volume of rubbish and debris items collected has become more consistent with the prior year quantities.

The Sanitation Division continues to pursue the replacement and/or repair of the large dumpsters and roll-out containers. This process has been perpetual during previous years. 2012 continues to reflect a substantial increase in replacement of the 1.5 cy and 3.0 cy dumpsters. Changes in technology of equipment and

availability of replacement containers is continually reviewed by staff to maintain a level of quality service to the customer at a reasonable rate.

Special Project: Downtown Receptacles and Benches

The Street and Sanitation Division crews participated in a cooperative effort with SURA (Sterling Urban Renewal Authority) installing trash receptacles (2008) and benches (2009) located primarily in the downtown area as defined by SURA boundaries. This project resulted in a very visible improvement in appearance and usefulness to pedestrian traffic in the prescribed area of SURA. The trash receptacles and benches were provided by SURA and City of Sterling provided the labor for installation. This special project was successfully accomplished by this cooperative effort and perpetual maintenance continues to be provided by the City crews. Periodically requests are received for installation of additional benches and/or trash receptacles. These requests are reviewed to ascertain the location is within SURA boundaries. 2012 installations were at the 100 block S. Front Street/Ash Street and at the 100 block of Beech Street/S. 2nd Street.

SEWER AND WASTEWATER DIVISIONS

The employees of these Divisions complete the collection and treatment of the sanitary wastes of the City of Sterling. A part of the tasks is to timely and correctly complete all mandated testing and reporting to the Colorado Department of Public Health and Environment and the Environmental Protection Agency. A Colorado Discharge Permit System was issued and signed by Colorado Department of Public Health and Environment-Water Quality Control Division on January 6, 2012. Effective date of this permit is March 1, 2012 and expires February 28, 2017. The new permit contains several significant changes from the previous discharge permit and have caused exceedences of Efflent parameters. Compliance Advisory's have been addressed by staff, and a Permit Modification Request was sent to CDPHE-WQCD on November 21, 2012. Official response to this request is still pending.

The employees of the Sewer Division maintain the collection system for sanitary wastes in the City of Sterling. The division cleans and repairs sewer mains and manholes and maintains 11 remote sewer lift stations. These stations are visually and physically maintained on a monthly basis with several stations needing pump change outs. The stations are monitored by a SCADA system separate from the water SCADA system. There were no combined sewer overflows in 2012.

2012 OVERVIEW OF PUBLIC WORKS DIVISIONS

Street Division

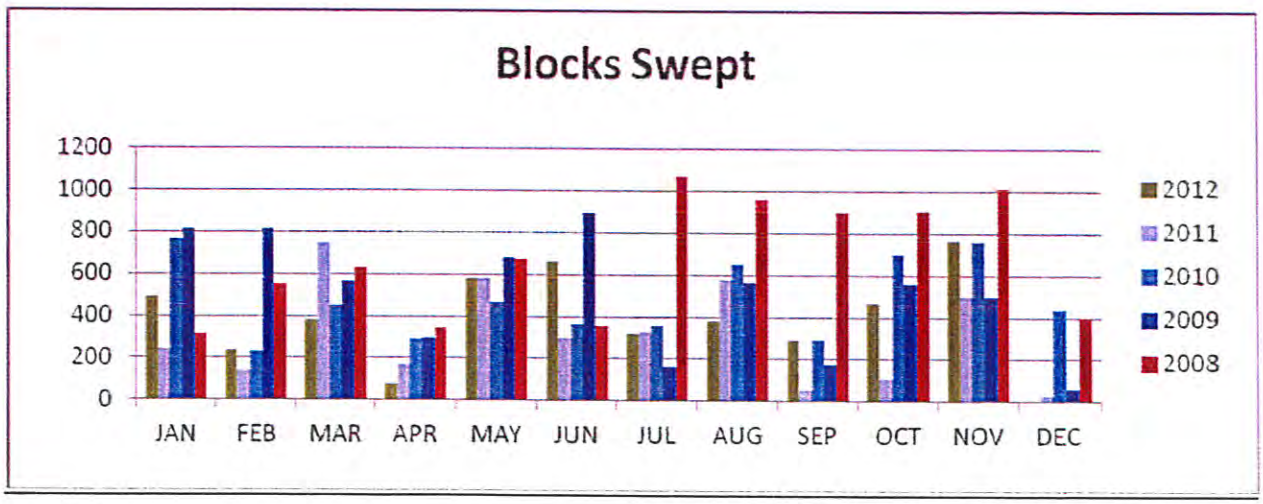
The labor hours to perform items of work show the following comparisons for the last five years data has been recorded. 2012 compared to 2011 shows a 6.8% decrease in crew hours. 2011 compared to 2010 shows a 14.5% decrease. 2010 compared to 2009 shows a .97% increase. 2009 compared to 2008 shows a 5.94% decrease. Currently the Street Division has seven (7) F.T.E. employees and added two seasonal laborers in 2012.

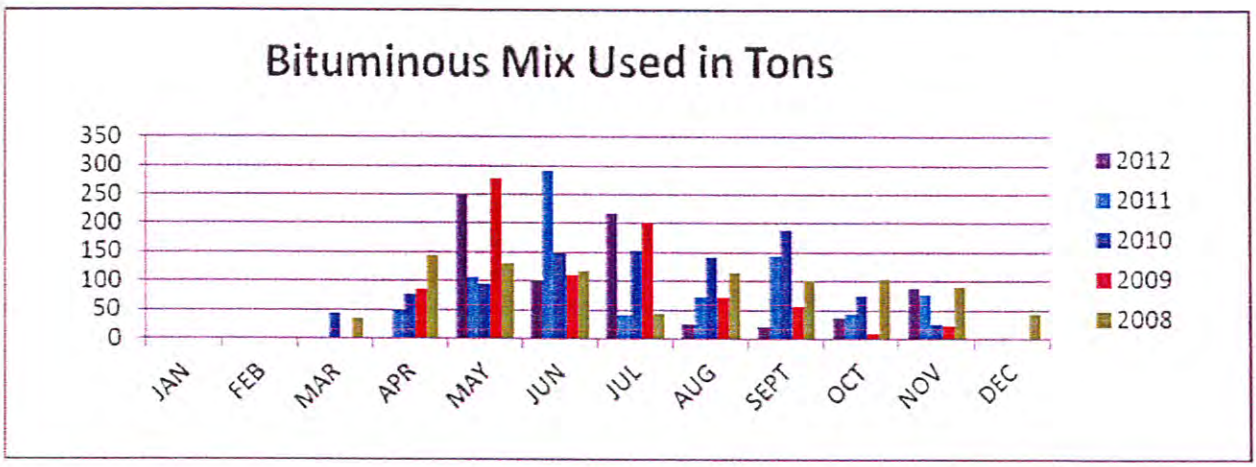
In 2012 the Street Division saw a large decrease in snow removal operations, logging 347 man hours and hauling 129 loads of snow (approximately 1300 cubic yards) away from commercial and residential locations as compared to 2011 when the division logged 697 man hours and hauling 713 (approximately 8,500 cubic yards) loads within the City of Sterling. In 2010 the Street Division saw a decrease in snow removal operations logging 426 man hours, and a increase in snow hauled at 262 loads (approximately 3,150 cubic yards) as compared to 2009, logging 533 hours and hauling 132 loads (approximately 1,400 cubic yards). In 2008 city crews hauled 484 loads (approximately 5,000 cubic yards) of snow and logging 935 hours.

The Street division also continued the crack sealing program in 2012, using 29,000 pounds of rubber crack seal material on approximately 205,000 square yards of city streets as compared to 38,790 pounds of rubber crack seal material on approximately 300,000 square yards of city streets in 2011, 20,400 pounds on 153,000 square yards in 2010, 33,420 pounds of rubber crack seal material on 280,648 square yards of city streets in 2009. 25,500 pounds of rubber crack seal material on 179,000 square yards were used in 2008.

The division also conducted the Spring and Fall Cleanups. In 2012 the City saw a slight increase in customer participation collecting 449 tons in 320 loads as compared to 2011 the city collected 424 tons in 314 loads, an increase of 25 tons and 6 loads of household refuse. In 2010, the city collected 629 tons in 370 loads. The 2009 totals were 369 tons in 278 loads. The 2008 fall and spring totals were 461.89 tons in 351 loads.

The Street Division continued to monitor their performance in street sweeping within the City. A total of 4,651 blocks were swept which is a 23% increase over the year 2011. It is the City's intention to sweep all streets within the City a minimum of once a month with the downtown and commercial areas receiving additional attention. The division cleaned 3,504 catch basins throughout 2012 which is a 37% decrease compared to 2011. The City also placed 2,613 tons of granular material while blading 1,672 blocks of alleys and or parkways. The division placed 739 cubic tons of hot bituminous mix while maintaining the nearly 65 miles of City streets. This is approximately a 10% decrease compared to a year ago. The City experienced an increase in traffic control signs repaired, an increase in street name signs repaired, an increase in traffic control signs installed and a decrease in street name signs installed during 2012. Throughout the year, the City removed 129 loads of snow and consumed 196 tons of salt/sand mixture.





B. Building Maintenance Division:

	2012	2011	2010
Work orders completed	340	379	349
Referenced hours of production	2742	966	3059
Recorded value of labor/materials	$71,620	$71,520	$82,293.46
Average hours per Work Order	8.06	7.83	8.77
Average value per Work Order	210.65	$188.71	$235.32

C. Mechanics-Vehicle Maintenance Division:

	2012	2011	2010
Work orders completed	840	888	756
Referenced hours of production	2845.69	1995.33	2219.78
Recorded value of labor/materials	$321,549.05	$179,848.77	$149,223.80
Average hours per Work Order	3.39	2.25	2.94
Average value per Work Order	$382.80	$202.53	$197.39

Sanitation Division

The Sanitation Division, providing rubbish pickup for residential accounts within the City of Sterling, collected 990 tons of loose trash in the calendar year 2012. On the compacted residential trash, there was a 5% decrease resulting in 5,547 tons collected during the year. The City repaired or replaced approximately 557 dumpsters.

	UNITS	2008	2009	2010	2011	2012	5 YR AVG
STREET MAINTENANCE							
Street Sweeping	Blocks	8137	6079	5764	3766	4651	5679.4
Catchbasins Cleaned	No.	5552	5160	6449	5592	3504	5251.4
Gravel for Alleys or Streets	Cu. Yds.	1157	1904	1022	963	2613	1531.8
Grading Alleys or Streets	Blocks	2019	2792	1909	1922	1672	2062.8
Blend Material for Backfill	Cu. Yds	1246	2610	3931	947	783	1903.4
Bituminous Mix	Tons	924	840	948	821	739	854.4
Painting Curbs, Streets, etc.*	Gals	313	216	631	251	549	392
SIGN REPL AND MAINTENANCE							
Traffic Control Signs Repaired	No.	2	30	234	2	110	75.6
Traffic Control Signs Installed	No.	188	213	185	151	194	186.2
Street Name Signs Repaired	No.	4	18	85	2	222	66.2
Street Name Signs Installed	No.	44	171	204	180	84	136.6
SNOW AND ICE REMOVAL							
Snow Removal *	Loads	484	155	302	739	129	361.8
Salt-Sand Mixture Used*	Tons	368	427	215	272	196	295.6
SANITATION							
Loose Trash Collection	Tons	854	785	1446	789	990	972.8
Compacted Trash Collection	Tons	5955	6052	6113	5866	5547	5906.6
Containers Repaired*	Each	943	767	742	556	557	713
MISCELLANEOUS							
Weed Control	Manhours	114	144	195	218	214	177

Water Division

This division produced 1,077,489,000 gallons of water during 2012 which is approximately a 9% increase compared to the year 2011. Producing this volume logged 33,000 hours on equipment which is a 3% increase in hours logged a year ago.

Throughout 2012, the Water Division meter reader read a total of 50,489 meters which is a 7% decrease compared to a year ago. These readings resulted in 800 turn-offs due to delinquency of payment. This is a 24% increase compared to a year ago. There were 96 turn off for repairs in 2012.

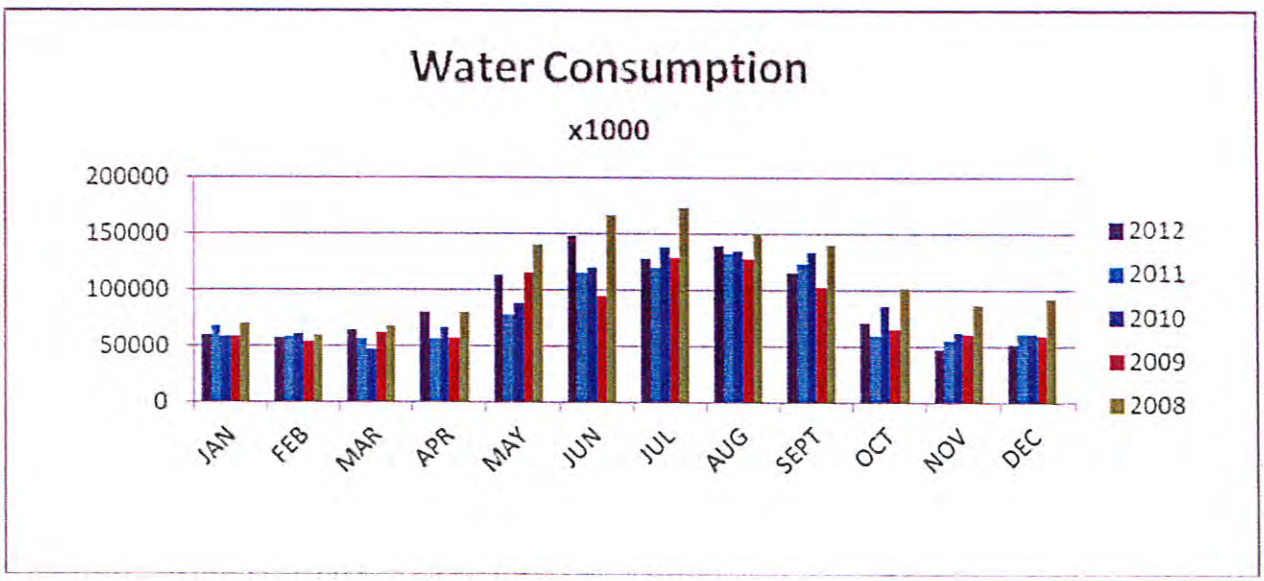
During 2012, the City experienced 5 water breaks requiring immediate attention. This is a 77% decrease from a year ago with a total of 22 in 2011.

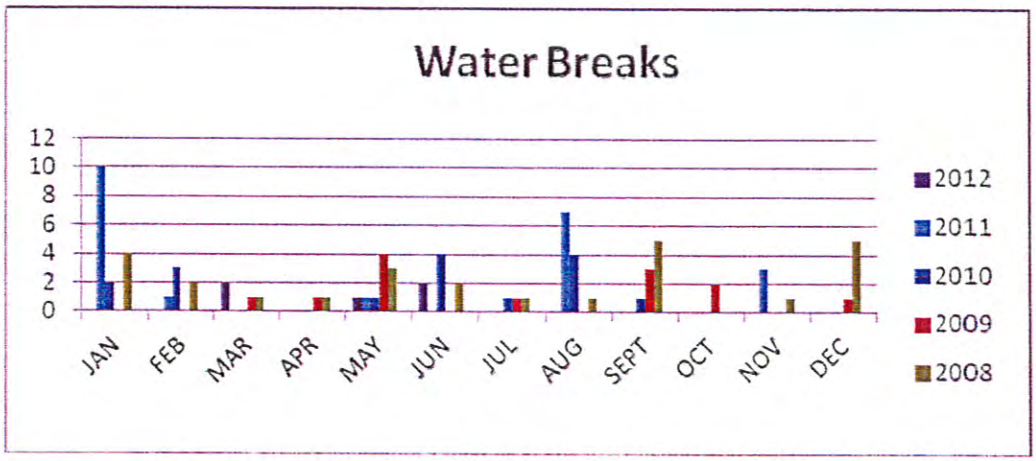
Location of City Utilities

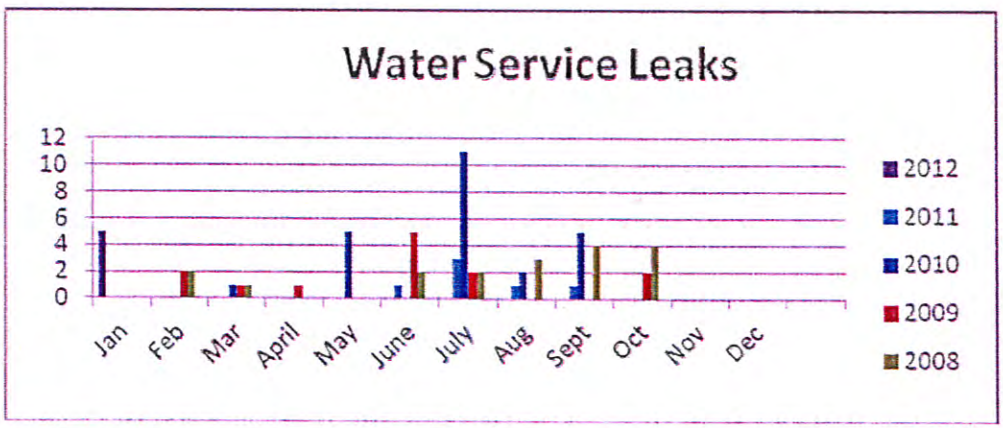
The Water Division also expended resources in locating of City utilities as required by the one-call law in the State of Colorado and administered by UNCC. The Division responded to approximately 1,129 requests throughout the year for utility locates. Included in these were 90 requested by the City of Sterling and 1,039 requested by customers.

Fire Hydrants

The Water Division cooperates with the Fire Department in fire hydrant inspections, repair and replacement program. The Division continued efforts in repair and maintenance of the fire hydrants while the Fire Department expended efforts inspecting and flushing hydrants during 2012.







	UNITS	2008	2009	2010	2011	2012	5 YR AVG
WATER LINES							
Water Lines Installed	Feet	20	488	0	25	0	106.6
Water Lines Repaired	No.	0	0	0	0	0	0
Water Lines Replaced	Feet	1	20	541	47	0	121.8
VALVES							
Valves Exercised/Repaired	No.	14	0	113	12	84	44.6
Replaced							
FIRE HYDRANTS							
Installed	No.	0	0	2	0	0	0.4
Repaired	No.	17	16	5	18	4	12
Replaced	No.	4	0	0	1	3	1.6

Inspected	No.	21	1	0	0	2	4.8
Flushed	No.	3	10	0	0	2	3
METERS READ							
Well Meters	No.	171	169	214	163	267	196.8
Park Meters	No.	264	250	314	323	384	307
WELL MAINTENANCE							
Wells Motors Checked	No.	4830	4745	4745	4745	4318	4676.6
CHLORINE							
Bottles Picked Up	No.	119	111	148	155	197	146
STORAGE TANKS							
Water Level Checked	No.	3265	2800	3650	3650	5800	3833
WATER SERVICES							
Services Installed	No.	5	3	0	0	0	1.6
Services Repair/Replace	No.	18	13	24	6	5	13.2
WELLS PUMPED	Hours	46654	35187	35684	31891	33000	36483.2
(M)	Gallons	1331820	989744	1057169	984641	1077489	1088173
METERS AND SERVICES							
*Meters Read	No.	54384	54824	55489	54304	50489	53898
Investigation Orders	No.	396	333	520	292	372	382.6
Meters Repaired/Replaced	No.	31	7	17	2	0	11.4
Turn offs	No.	924	911	941	800	896	894.4
Turn ons	No.	833	816	923	881	909	872.4

Sewer Division

The Sewer Division cleaned 6,200 feet of sanitary sewer pipe throughout 2012. With the purchase of a small TV unit; in 2012 there were 60 feet of sewer service lines televised.

	UNITS	2008	2009	2010	2011	2012	5 YR AVG
SANITARY MAINS							
Sanitary Mains Repaired	Feet	0	5	1801	19	0	365
Sanitary Mains Cleaned	Feet	58090	26789	23550	21959	6200	27317.6
Sanitary Mains Replaced	Feet	8	8	0	35	0	10.2
MANHOLES							
Repair/Raise Sanitary	No.	3	3	1	1	0	1.6

Repair/Raise Storm	No.	0	0	0	0	0	0
Inspected Sanitary	No.	16	1	1	0	0	3.6
Inspected Storm	No.	0	0	0	0	0	0
STORM SEWERS							
Constructed	Feet	0	0	2	0	0	0.4
Cleaned	Feet	2925	620	200	3649	0	1478.8
Repaired	Feet	2	13	0	0	0	3
Installed	Feet	0	0	0	180	0	36
Replaced	Feet	0	0	0	4	0	0.8
Catchbasins Cleaned	No.	1	0	12	0	695	141.6
LIFT STATIONS							
Cleaned and Washed	No.	36	75	89	54	14	53.6
Alarms	No.	29	5	1	15	35	17

Wastewater Division

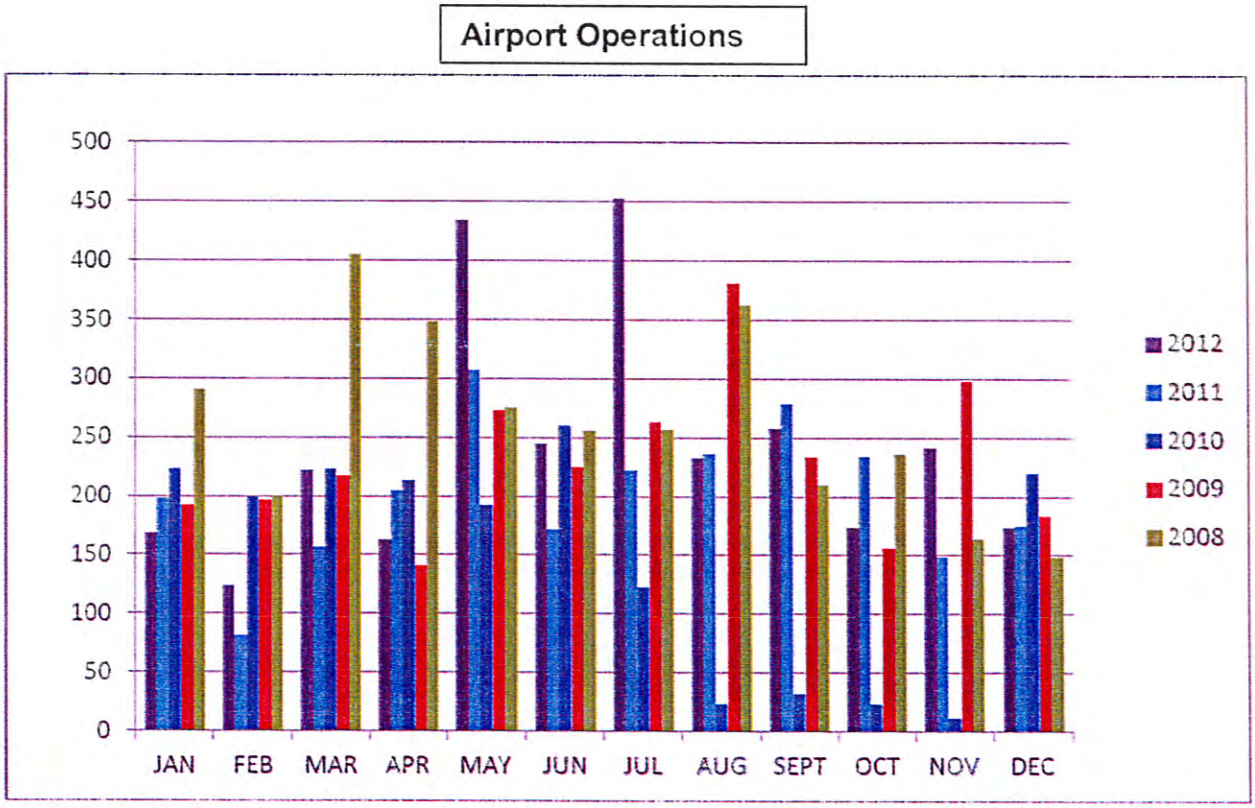
The employees of this Division complete the collection and treatment of the sanitary wastes of the City of Sterling. A part of the tasks is to timely and correctly complete all mandated testing and reporting to the Colorado Department of Public Health and Environment and the Environmental Protection Agency.

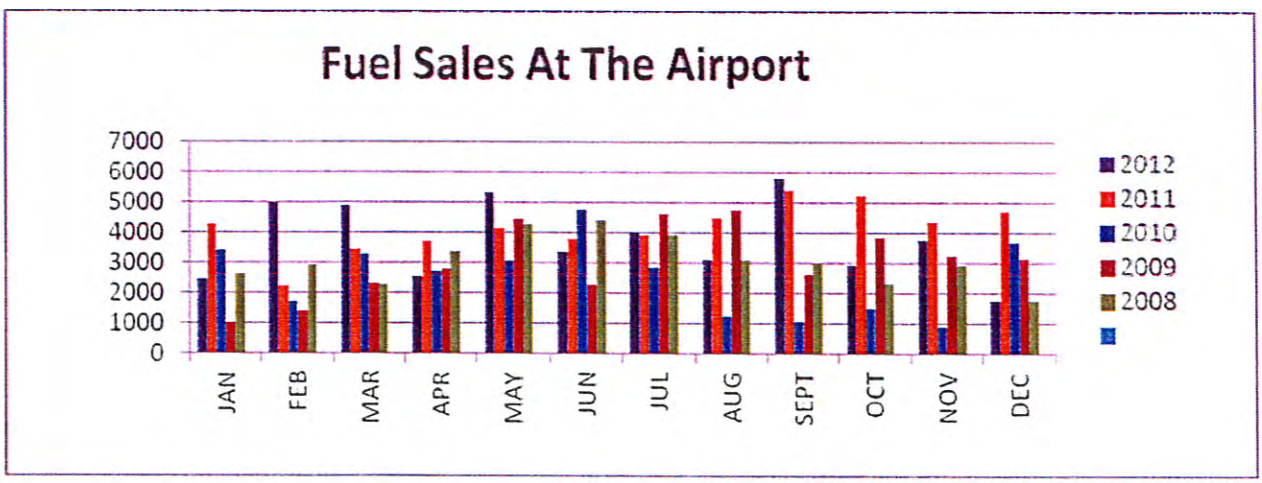
The Wastewater Division is charged with the treatment of wastewater from the City of Sterling and the Colorado Department of Corrections. There were 621.182 million gallons of wastewater treated in 2011 and 578.204 million gallons treated in 2012 for a decrease of 6.9%. Of the totals; 139.699 million gallons were received from the Department of Corrections in 2011 and 120.802 million gallons in 2012 for a decrease of 13.5%. The balance was received from the City of Sterling, with 481.483 million gallons in 2011 and 457.402 million gallons in 2012 for a 5% decrease.

Airport Division

The Airport Division experienced 2,890 operations during normal business hours of 8 AM to 5 PM Monday through Sunday. This is a 20% increase compared to a year ago. The division dispensed a total of 45,208 gallons in 2012. There was approximately a 14% increase in AV gas sales and a 20% decrease in Jet-A fuel sold.

	UNITS	2008	2009	2010	2011	2012	5 YR AVG
AIRCRAFT TYPE							
A/C Single-Engine	Operation	2101	1703	979	1573	1894	1650
A/C Multi-Engine	Operation	256	200	129	116	172	174.6
Helicopter	Operation	103	169	272	252	246	208.4
Turbo Jet	Operation	678	689	366	473	576	556.4
Other	Operation	14	2	0	0	2	3.6
AVIATION FUEL DISPENSED							
Avgas	Gals	18215	15490	9572	14603	16666	14909.2
Jet-A	Gals	19071	21302	21302	35479	28542	25139.2


Airport Operations
500
450
400
350
300
250
200
150
100
50
0
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEPT
OCT
NOV
DEC
2012
2011
2010
2009
2008

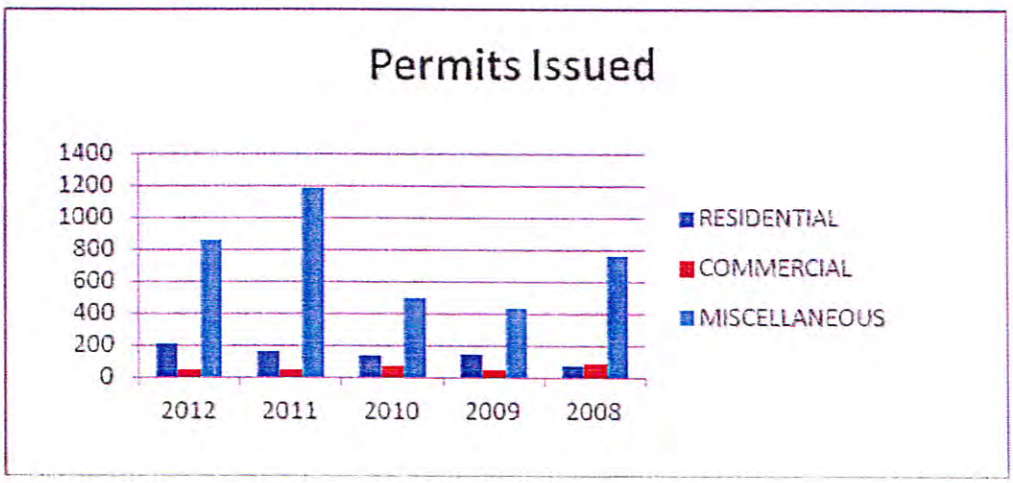

Fuel Sales At The Airport
7000
6000
5000
4000
3000
2000
1000
0
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEPT
OCT
NOV
DEC
2012
2011
2010
2009
2008

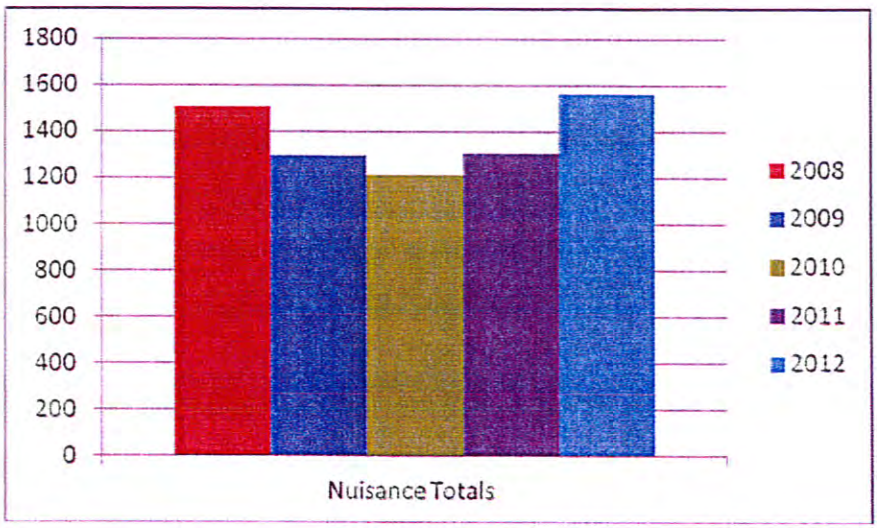
Code Enforcement Division

The City of Sterling continues to experience reasonable activity in building permits. Permits issued throughout the year were as follows.

TYPE OF PERMIT	NUMBER	CONSTRUCTION VALUE
New Residential (Including Manufactured Homes)	3 dwelling units	$ 373,000
Residential Additions/Alterations	201	$ 1,790,840
Residential Garages/Carports	7	$ 124,901
New Nonresidential	4	$ 2,589,236
Nonresidential Additions/Alterations	46	$ 3,473,826
Demolitions	8	N/A

The total number of permits and/or approvals issued in 2012 is 1,116 with a fee structure of $366,169.





		UNITS	2008	2009	2010	2011	2012	5 YR AVG
NEW RESIDENTIAL								
Single Family (Detached)		Permits	0	1	0	2	3	1.2
	101	Units	0	1	0	2	3	1.2
		Value	0	66000	0	204300	373000	128660
Condominiums & Townhouses		Permits	0	0	0	0	0	0
	102	Units	0	0	0	0	0	0
		Value	0	0	0	0	0	0
Duplex		Permits	0	0	1	0	0	0.2
	103	Units	0	0	2	0	0	0.4
		Value	0	0	186552	0	0	37310.4
4 Family Apartments		Permits	0	0	0	0	0	0
	105	Units	0	0	0	0	0	0
		Value	0	0	0	0	0	0
Manufactured Homes		Permits	0	0	0	0	0	0
	106	Units	0	0	0	0	0	0
		Value	0	0	0	0	0	0
TOTALS		Permits	0	1	1	2	3	1.4
		Units	0	1	2	2	3	1.6
		Value	0	66000	186552	204300	373000	165970.4
ADDITIONS AND ALTERATIONS								
Res. Alteration, Addition		Permits	71	125	126	143	201	133.2

	434	Value	436853	1086452	782270	682093	1790840	955701.6
Res. Garage, Carport		Permits	3	18	8	15	7	10.2
	438	Value	33295	204545	80982	129394	124901	114623.4
TOTALS		Permits	74	143	134	158	208	143.4
		Value	470148	1290997	863252	811487	1915741	1070325
NEW NON-RESIDENTIAL								
Amusement & Recreation		Permits	1	0	1	0	0	0.4
	318	Value	81148	0	850000	0	0	186229.6
Churches & Religious		Permits	2	0	0	0	0	0.4
	319	Value	3199132	0	0	0	0	639826.4
Industrial Buildings		Permits	0	0	0	0	0	0
	320	Value	0	0	0	0	0	0
Auto Service & Repair		Permits	0	0	0	0	0	0
	322	Value	0	0	0	0	0	0
Hospitals & Institutions		Permits	0	2	0	0	0	0.4
	323	Value	0	4930000	0	0	0	986000
Offices, Banks, Professional		Permits	3	0	0	1	1	1
	324	Value	585254	0	0	10000	1924600	503970.8
Schools & Education		Permits	0	0	0	0	0	0
	326	Value	0	0	0	0	0	0
Stores and Customer Service		Permit	2	0	0	0	1	0.6
	327	Value	1570000	0	0	0	428119	399623.8
Public Works & Utilities		Permit	0	0	0	2	0	0.4
	325	Value	0	0	0	12001939	0	2400388
Other Nonresidential Buildings		Permit	21	7	4	2	2	7.2
	328	Value	1161771	497838	142757	46602	236517	417097
Structures Other than Buildings		Permits	7	10	2	0	0	3.8
	329	Value	115988	126412	4000	0	0	49280
NONRESIDENTIAL ADDITIONS/ALTERATIONS		Permits	51	32	65	45	46	47.8
		Value	4293948	2439348	5467782	2561197	3473826	3647220
DEMOLITIONS								
Residential		Permits	0	0	0	0	0	0
Other		Permits	0	0	1	1	0	0.4

PERMITS AND FEES

Building	Permits	161	195	208	210	261	207
	Fees	218480	211026	137694	116448	207671	178263.8
Demolition	Permits	11	6	7	4	8	7.2
	Fees	258	142	165	94	191	170
Fence	Permits	78	61	68	55	79	68.2
	Fees	1560	1180	1320	1100	1580	1348
Mechanical	Permits	45	20	61	70	51	49.4
	Fees	2247	799	2024	1962	1700	1746.4
Sign	Permits	40	20	26	36	20	28.4
	Fees	1040	520	900	920	680	812
Excavation	Permits	99	63	72	60	83	75.4
	Fees	900	875	585	660	640	732
*MH Hookups	Permits	10	8	2	7	4	6.2
	Fees	730	1682	150	525	300	677.4
Miscellaneous	Permits	477	251	260	950	610	509.6
	Fees	89608	49223	64259	231766	153407	117652.6
TOTALS	PERMITS	921	624	704	1392	1116	951.4
	FEES	314822	265446	207096	353475	366169	301401.6
Nuisance Violations							
Vehicle Notices		426	381	335	323	333	359.6
Grass-Weed Notices		720	601	676	692	728	683.4
Misc. Notices		359	315	203	295	499	334.2
Total Notices		1505	1297	1214	1310	1560	1377.2

POLICE DEPARTMENT

2012 ANNUAL REPORT

The annual report is an opportunity to review and highlight our activities and performance during the past year and to discuss the challenges our department faces. The report contained within was developed through the combined effort of many of our team members, and it is with great pride I present it here for your review.

The ability to provide quality, professional law enforcement service to the Sterling community is influenced directly by the quality and commitment of our staff. As Chief of Police, I have the honor and privilege to work with Sterling's finest who honorably serve the citizens of Sterling, daily. I also want to thank the City's management for its support of our Department and our mission.

The Sterling Police Department and its employees were tested many times during 2012, and as expected, passed with flying colors. Many of the challenges related to personnel issues and losses. Because of our department's emphasis on mentoring, key personnel were able to adapt and fulfill responsibilities associated with affected positions.

While we struggled with retention issues, trying to maintain an experienced work staff to perform our mission, progress in this area was made. First, because of an unexpected windfall from the FPPA regarding old hire pension money, long - needed raises to officers' base wages were accomplished. This change should strengthen recruitment and retention capabilities. Next, the increased wages proved beneficial to us in recruiting, as we were able to hire a couple of lateral experienced officers. Being able to draw on relevant experience helps newly hired lateral officers to progress much faster through the FTO program and become more productive on the street quicker than the average person just coming out of a police academy.

Members of our Policy Review Committee were asked to look at the old statement, which was created in the late 80s, and assess its relevance to our Department today. Over a period of several months, the committee revised the statement to one that more accurately reflects our mission and expectations. The new Mission Statement is:

> *"Our mission is to support a high quality of life for those we serve in our community by preserving peace, protecting life and property and providing public safety leadership. We accomplish this mission by response with compassion, performance with integrity and law enforcement with vision."*

The Sterling Police Department has always been a traditional policing agency. Typically, we respond to crimes when they occur, investigate and when possible, make arrests. Though we are not a "community-oriented policing" agency, we do utilize various elements of the community-oriented policing (COP) strategy.

Some of those programs are our Neighborhood Watch, Kops "N" Kids, Citizens Police Academy (when we are able), Police Explorers and civilian ride-a-longs. We also try to take advantage of other community educational venues when they are available. Obviously, the purpose of these COP programs is to improve our relationship, communication, trust and confidence with the community. These programs traditionally have been well received by the community and those involved, and we feel they are definitely worth being involved in and doing.

The eighth annual Citizen Survey is completed and the data are summarized later in this report. Again, in a continuous effort to broaden our partnership with the citizens of Sterling, this survey provides the community with a way to give valuable feedback to our department. The Sterling Police Department continues to enjoy strong community support, and the efforts of our department are recognized and valued by the public we serve and is reflected in the results.

There are many aspects of the Department that I am proud of, but none more so, than the management team we have established in the Department. Neither I, nor the Department, could have weathered 2012 as well as we did without the professional commitment and loyalties of Major Tyson Kerr and Major Richard Kelsch. Their ability to work as a team and make things happen, despite the enormous difficulties they faced clearly demonstrates their dedication to this department and this community. They both are great examples for subordinates to follow, and I appreciate their faithfulness, from both a personal and professional level.

As I said, I am proud and fortunate to have the opportunity to work with such a dedicated, talented and professional group of men and women. Their commitment and professionalism is firmly acknowledged, not only through the Citizens Survey, but also through the comments I routinely receive from citizens. I thank each member of our department for their valuable contributions to the team effort that makes the Sterling Police Department the department it is.

--------- *Roy Breivik,*
Chief of Police

STERLING POLICE DEPARTMENT
EMPLOYEE ROSTER 2012

January 1, 2012		December 31, 2012	
Employee	Years of Service	Employee	Years of Service
Chief Roy Breivik	33	Chief Roy Breivik	34
Major Tyson Kerr	13	Major Tyson Kerr	14
Major Richard Kelsch	21	Major Richard Kelsch	22
Sgt Ronda Taylor	40	Sgt Ronda Taylor	41
Sgt Brad McMahon	34	Sgt Brad McMahon	35
Sgt Scott Annable	16	Sgt Scott Annable	17
Sgt Bill Dolan-Inv	19	Sgt Bill Dolan-Inv	20
Sgt Warren Sica	5	Sgt Warren Sica	6
Detective James Coleman	2	Detective James Coleman	3
Officer Thomas Law	2	Officer Thomas Law	3
Officer James Rank	4	Officer James Rank	5
Officer Jeff Harris	4	Officer Jeff Harris	5
Officer Roy Burk	1	Officer Roy Burk	2
Officer David Gustafson	1	Officer David Gustafson	2
Officer Kent Keller	1	Officer Kent Keller	2
Officer Nicholas Hrycaj	1	Officer Nicholas Hrycaj	2
Officer Sean McDonald	4	Officer Barry Winckler	4 mos
Officer Jaime Kiefer	9	Officer Russell Baca	4 mos
Officer Alex Razumovski	3 mo	Officer Matt Williams	1 mo
Officer Robert Schuster	10 mo	Officer Tyler Thiesse	2 moTerm
		Officer Phillip Boyles	3 mosTerm
		Cadet Christopher Fleckenstein	0(1 da)
Virgie Nelson (Youth Services)	27	Virgie Nelson (Youth Services)	28
Jackie McKenzie(Records)	1	Jackie McKenzie(Records)	2
Lila Koch (Admin Secy)	15	Lila Koch (Admin Secy)	16
Lori McClaran (YS Secy)	11	Lori McClaran (YS Secy)	12
Shari Bollish (Records)	34	Shari Bollish (Records)	35
Chaplain Jared Sonnenberg	1	Chaplain Jared Sonnenberg	2

POLICE DEPARTMENT OVERVIEW

With an authorized, budgeted strength of 22 sworn positions, a cadet position and three full-time and two part-time civilian positions, the loss of any personnel will affect our ability to provide services to the Sterling community. As mentioned in the Chief's introductory letter, we continue to deal with staff retention issues. Steps taken by city management in the latter part of 2012 regarding the FPPA funds will certainly be helpful with retention and recruitment issues.

We began 2012, with 20 sworn positions filled. During the year, we lost five officers to resignations – three went to other law enforcement agencies and two (one a 10 year veteran) left law enforcement for the private sector. We hired five individuals to fill vacancies, including two lateral hires that came to us from other agencies in the Northeast region. Unfortunately, two individuals we hired in 2012 are no longer with the department, as they determined they could not handle the pressures and responsibilities of a police officer. One of the officers resigned in May 2012, and the other resigned in January 2013.

We did fill the Police Cadet position, which we had been unable to do for the past several years. That individual is currently attending the Police Academy at Otero Junior College in La Junta, Colorado. He is scheduled to graduate in April 2013, at which time he will be sworn in as a police officer for the Sterling Police Department. He then has a four-year commitment to work for the Department.

Expectations and demands on law enforcement continually increase. With fluctuations in staffing numbers, we were unable to provide as much training as we wanted or needed to officers and staff. However, training is a priority and employees were able to attend over 3,600 hours of training. This training occurred both in-house and at regional locations, and included training in records management, juvenile issues, firearms, Taser and arrest control, interview and interrogation, search and seizure, criminal investigation, leadership and field training officer's programs for new recruits.

Raw data from the department's eighth annual Citizen Survey is presented later in this report. In these times, when citizens across this country view government with a jaundiced eye, a quick review of the data reveals an encouraging approval of our activities from citizens. While we have yet to examine closely the data, we intend to do so and use the information as a guide for the department's activities in the future.

Reflected in the following pages of our annual report are comparative graphs, tables and informative narratives, along with pictorial representations of the activities of the Sterling Police Department during 2012. In many cases, a narrative analysis of the information is presented in order to clarify or expand the data. The Sterling Police Department strives to be responsive and accountable to the community we proudly serve.

SUPPORT SERVICES DIVISION OVERVIEW

The Support Services Division provides essential support to the Police Department's mission to provide professional law enforcement services to the citizens of Sterling and Logan County. The Support Services Division is comprised of the Investigations Division, Youth Services, and the Records Division. The Division is commanded by Major Richard Kelsch.

Youth Services continues to serve as an important component of the department and as a community resource. Handling the division's activities are a full-time coordinating counselor, Virgie Nelson, and a part-time secretary, Lori McClaran. Referrals to Youth Services increased in 2012 to 298 youths compared with 2011, where 268 juveniles were referred. This represents a 13 percent increase. The 298 juveniles were referred to Youth Services by law enforcement, schools, courts and parents. During the year Mrs. Nelson also conducted several presentations at local schools targeting the younger students.

The Investigations Division is comprised of one sergeant and two detectives. The division handled many sensitive and high profile cases during 2012. These cases ranged from Death Investigations and Sexual Assaults to Financial and Property crimes. These cases displayed the professionalism, tenacity, caring and compassion of the detectives working in the division. In December of 2011, Officer James Coleman moved from the Patrol Division into the position of detective. From the start of 2012, the Investigations Division has been one detective down, challenging Investigations Sergeant Bill Dolan and Detective James Coleman to maintain a high case load. Along with being down one detective, in 2012, the Patrol Division was also down officers, and Detective Coleman was moved back to the Patrol Division to assist them. This placed an additional burden on both Sergeant Dolan and Detective Coleman. Both handled this situation and the extra work placed on them in a professional manner, not compromising the integrity and service of the division to the community or the department.

Placing another heavy demand in 2012 on the resources of the Investigations Division was the preparation for and acceptance of two sexually violent predators into the community who were released from prison, and choose Sterling as the community in which they wanted to live.

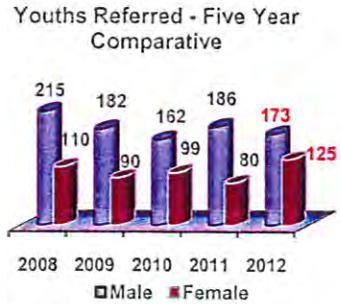
With the assistance of staff, two meetings for the public were scheduled, one on October 11, 2012, and the other on November 28, 2012. The meetings, held at City Hall in Council Chambers, were designed to inform the public regarding the entry guidelines for the Sexually Violent Predator.

At the end of 2012, however, both individuals were no longer living in the Sterling Community.

In 2012, the Sterling Police Department Youth Services Coordinator Virgie Nelson, along with assistance by staff from the RE-1 Valley School District, and the Thirteenth Judicial District Attorney's Office, continued the Wired for Safety Program. The program is a multi-dimensional approach to a public information campaign concerning internet and cell phone safety. The program has been a great success with many area schools and parents.

The Sterling Police Department's Records Division continues to experience heavy demands on its services, despite its limited resources. The division is staffed by one full time person, Jackie McKenzie, and one part time (32 hours per week) person, Shari Bollish. The Records Division provides essential record keeping services to the police department. In 2012, the Records Division handled 908 requests for criminal justice records, which is 60 more than the 848

requests completed in 2011, or six per cent more. These requests came from various entities, such as private citizens, insurance companies and outside law enforcement agencies.



YOUTH SERVICES

The Sterling Police Department Youth Services establishes counseling and rehabilitation strategies for delinquent youth who are referred by law enforcement, courts, schools, families and the human service agencies. The Youth Services Coordinator acts as the Juvenile Probation Officer for the Sterling Municipal Court supervising compliance for the completion of court ordered requirements and providing supervision in addition to that which is provided by parents.

The 298 referrals reflect 213 unduplicated youth, of which 52 had multiple cases. Thus 24 percent of Sterling Youth Services' caseload is composed of repeat offenders. In 2012, one juvenile was referred six times, three were referred five times, and five were referred four times.

The Sterling Police Department referrals increased by 30 juveniles—a 13 percent increase from 2011. The Logan County Sheriff's Department referred seven youth, three more than the previous year. Logan County Combined Court and other jurisdictions/agencies (including the Colorado State Patrol) referred five juveniles in 2012, compared with the 2011 referral of seven. Parent and school referrals were 18 juveniles, an increase from 2011 of one juvenile.

The average age of youth referred was 14.18 years, younger than the 2011 average of 14.31 and older than the 2010 average of 14.10 years old. In 2012, the youngest youth referred were three 3 year olds – one for arson, one for misuse of 911, and one as a victim of sexual assault. Three five year olds were referred, one for defacing property, one as a victim of harassment, and one as a victim of sexual assault.

Youth Age	Number of Referrals	Reason for Referral
3	3	Arson, Misuse of 911, Victim of Sexual Assault
5	3	Defacing Property, Victim of Harassment, Victim of Sexual Assault
6	3	2-Disturbing the Peace, Assault (Throwing Stones)
7	2	Disturbing the Peace, Home Problems and Victim of Home Problems
8	5	Arson, Defacing Property, Menacing, Home Problems, Assault (Throwing Stones)
9	6	3-Disturbing the Peace, Victim of Sexual Assault, Harassment, School Problems
10	3	Weapon Possession, Harassment, Sexual Assault, School Problems
11	13	2-Theft, 2-Home Problems, Defacing Property, 3-Disturbing Peace 3-Trespassing, Curfew, Resist Arrest, Victim of Domestic Violence, Child Abuse
12	18	2-Harassment, Home Problems, 2-Drug Use, 7-Defacing Property, 6-School Problems, Weapon Possession at School, Runaway, Arson, 2-Disturbing the Peace, 2-Assault(Throwing Stones), and misuse of Digital Communications

A total of 38 youth were under the age of 12

Again in 2012, Evidence Based Practices research documents identification and management of early delinquent behavior as key in the reduction of school failure, substance use/abuse, and participation in on-going criminal behavior, victimization and development of generalized thinking errors which are the foundation of delinquent behavior. Thinking errors lead at minimum, to irresponsible and unproductive behavior. Ultimately, if unchecked, thinking errors frequently result in relationship dysfunction, illegal behavior and generalized poor mental health.

Sterling Police Department Youth Services programming addresses behavior change using the strategies which are explained in the Guiding Principles section.

The largest number of referrals by age was fifty-nine 16 year olds, followed by fifty-two 15 year olds; followed by forty-eight 17 year olds, and thirty-seven 14 year olds and thirty-six 13 year olds. The oldest youth referred was 17 years and 11 3/4 months.

The average number of juveniles on supervised probation per month was 13.17, a decrease of 29 percent compared with the 18.58 average for the 2011 year. Unsupervised probation youth are first time offenders in Municipal Court who have demonstrated no need for supervision in addition to that provided by parents.

In 2012, 125 were female referrals and 173 were male. Female referrals accounted for 42 percent and male referrals for 58 percent of total cases. This increase in female juvenile delinquents matches the statewide trend of increasing numbers of females engaging in delinquent behavior.

In 2012, 58 youth were referred for criminal activity, which if charged as an adult, could result in prison time sentencing. Such activity included: carrying a concealed weapon, burglary, domestic violence, criminal mischief, motor vehicle theft, assault, sexual assault, menacing, eluding police officers, arson, drug possession, forgery, and criminal impersonation.

Logan County Combined Court cases have pre-trial supervision by the State of Colorado SB94 Program. Included in the District Court cases are youth who have been found in contempt of court orders concerning truancy matters. The Youth Services Coordinator provides criminal background information to supervising SB94 Case Managers and district probation. Periodically court testimony is requested. Youth Services tracks the status of all juvenile delinquency and truancy cases through final court disposition. Service coordination with Colorado Youth Corrections Juvenile Parole is available for youth returning to the community after serving time in a Youth Corrections placement.

Source of Referral

The Youth Services Division receives referrals from various sources, as referenced in the table below:

Source	Number
Sterling Police Department	268
Logan County Sheriff's Office	7
District Court/Other Jurisdictions	5
Parents	4
School	14
Self	0
Total	**298**

Reasons for Referral

The following list reflects a variety of reasons for referral to Youth Services. Youth, numbering 268 were referred in 2012 from the Sterling Police Department. A youth may be referred in more than one category.

Reasons for Referral	Number	Reason for Referral	Number
Alcohol			
DUI/DWAI	2	False Reporting	1
Possession/Consumption	25	False Fire Alarm	0
Procurement	0	Forgery	1
Arson	4	Harassment	16
Assault	18	Home Problems	29
Burglary	1	Other	15
Credit Card/Check Fraud	2	Menacing	4
Criminal Mischief	5	Misuse of 911	2
Cruelty to Animals	0	Possession/Receiving Stolen Prop	0
Curfew Violation	12	Possession of Tobacco	4
Destruction of Property	32	Probation Violations	17
Discharge of Explosive Device	2	Resisting/Obstructing Officer	6
Disorderly Conduct	0	Runaway	18
Disturbing the Peace	38	School Problems	23
Victim of a Crime	25	Sexual Assault	9
Drugs		Weapon Violations	7
		Theft	28
DUID	1	Trespass	15
Possession	17	Truancy	14
Possession Drug Paraphernalia	8	Vandalism	0
Identity Theft/Computer Crime	0	Vehicle/Driving Violation	7
Digital Communication Misuse	9	Warrant Arrest	12

Most Frequent Referral Reasons

Disturbing the Peace	9%
Defacing Property	8%
Home Problems	7%
Possession/Consumption of Alcohol	6%
Possession of Drugs/Drug Paraphernalia	6%
School Problems	5%
Theft	7%
Victims of a Crime	6%

The following table lists Youth Services' court related caseload over a five year time period.

COURT ACTION

Year	Total No Court	Municipal Court	County Court	District Court	Total No Referrals
2012	99	64	7	28	**298**
2011	113	77	0	36	**266**
2010	118	80	2	36	**261**
2009	161	101	11	49	**272**
2008	162	109	5	48	**325**

Supervision, access to community based services, specialized education classes and completion of court requirements is the focus of Sterling Youth Services' programming. Youth Services' oversees juveniles as sentenced by judges. Programming includes education classes, restitution recovery, community service projects, counseling, school agreements, curfew monitoring, drug/alcohol urinalysis test[62], monitoring of compliance with court orders,

referral to and program collaboration with community agencies, parent support and education and crisis intervention.

COURT DISPOSITIONS

Year	Jail Screen	Sent to PVYSC	Staff Secure Supervision	Electronic Home Monitor	Substance/Psychiatric Facility
2012	24	25*	**0	8	0
2011	38	42*	**1	3	0
2010	44	44	12	8	5
2009	37	35	0	13	1
2008	29	23	4	22	8

*These figures include 23 youth in 2012 and 40 youth in 2011 who were sent to Plate Valley Youth Service Center for detention (lock down in a secure Division of Youth Corrections juvenile only facility) and two youth in 2012 and two youth in 2011 who turned 18 years of age which required placement in the Logan County Jail.

**Staff Secure Supervision was eliminated as a placement option in March, 2011.

Using the group setting, Youth Services conducts education classes concerning drug/alcohol use, abuse and relapse, tobacco use and cessation, sexual harassment, understanding what a weapon is, anger management, victim impact/victim empathy, conflict resolution and peer influence. Attendance and participation in specialized classes, such as gun safety presented by the Sterling Police Department, fire safety presented by the Sterling Fire Department, and Alive at 25 presented by the Colorado State Patrol, are monitored by Youth Services.

COURT ORDERED EDUCATION CLASSES

Year	Drug & Alcohol Education	Tobacco Education	Fire Safety	***Peer Education	Other Education
2012	22	3	1	34	25
2011	38	10	6	60	10
2010	26	6	1	26	11
2009	62	10	4	27	9
2008	62	3	12	64	20

Additional substance use/abuse evaluation and extended term treatment classes are coordinated with and provided by Logan County's Centennial Mental Health and Sterling's South Platte Community Counseling. Specialized counseling concerning sexual victimization was coordinated through the 13th Judicial District Victims Advocate as requested and monitored by Youth Services. Youths are referred to The Department of Labor and Employment Sterling Workforce Center for employment skill building and job hunting.

***Peer Education in 2012 involved 34 youth. Classes focused on managing peer influence in decision making. Two youth participated in education concerning identifying what constitutes a weapon and recreational gun safety. Youth Services provided one youth one-on-one counseling for anger management using the Interactive Journaling on Anger. Eight youth participated in the Youth Services Stop Bullying education class which included material from the February, 2010 Colorado School Violence Prevention and Student Discipline Manual developed by Colorado Attorney General John Suthers. Seventeen other youth attended

Decision Making Classes, one for a Theft Class, four for workplace or job application classes, and five for a Wired for Safety Education class.

YOUTH SERVICES' CLIENTS EDUCATIONAL STATUS

Year	Regular Students	At-Risk Youth	Suspended Students	Expelled Students	Truant Youth	GED/N/A
2012	136	108	13	3	14	24
2011	117	87	32	6	17	7
2010	88	109	27	8	13	16
2009	118	104	19	1	14	16
2008	210	92	9	4	0	10

Since 2008, Youth Services has tracked the educational status of referred youth. National research indicates truancy does not lead to delinquency. However, frequently delinquents have academic and behavior problems at school and family/peer relationships conflict all, which contribute to truancy. Of the 298 youth referred in 2012, 46 percent of Youth Services' case load was educationally at-risk of academic failure or suspension from school, or suspended for behavior management issues, in violation of the state mandated attendance law, or expelled from the state education system. The number was 53 percent for 2011, 60 percent for 2010, 51 percent for 2009, and 32 percent for 2008. The 2012 percentages break down follows:

At-Risk	36%
Suspended	4%
Truant	5%
Expelled	1%

Sterling Police Department Youth Services partners with the RE-1 Valley School District, the Interagency Oversight Group through Colorado House Bill 1451, Logan County Combined Court and SB94 to provide supervision and monitoring and mentoring for student participation and educational success. Programming goals include 1) early identification of at-risk students 2) reduction of truancy and academic failure and 3) increases high school graduation rates.

2012 Sterling Youth Services Coordinator's Report

Guiding Principles

Sterling Youth Services' primary counseling goal is to strengthen intentional, positive decision making skills. The on-going theme in 2012 was "good thinking." The THINKING FOR A CHANGE (T4C) program was implemented. T4C is an Evidence Based education program encouraged and supported by the Colorado Department of Safety, Human Services and Youth Corrections Divisions. The program recognizes when it comes to making positive personal changes, it is primarily the feelings – getting past emotions – that present barriers. These barriers are especially evident in youth. Therefore, in T4C, (Thinking for Change):

Major Premise: "I can control my thoughts."
Minor Premise: "My feelings come from my thought."
Reaching a Conclusion: "I can control my feelings by controlling my thought."

If one is willing to change thinking, feelings will change. If feelings are changed, actions are changed. Changing actions – based on good thinking – can change a life. The 12-lesson T4C curriculum uses as its core, a problem solving program, embellished by both cognitive restructuring and social skills interventions. Specific problems and specific skills are presented and practiced.

While not all Youth Services' clients are appropriate for the education programming, T4C stands as the foundation for all education classes and standards for successful completion of probation supervision. The WHY TRY Program activities, implemented in 2011, compliment T4C concepts, using hands-on experiential learning with solutions and questions to help students gain insight into how to deal with daily challenges.

Community Collaboration

In 2012, Youth Services' continued to build collaboration with community resources for juvenile specific services.

RE-1 Valley School District: Truancy reduction efforts were the focus of 2012. Youth Services continued to provide enhanced intervention for those students facing suspension and/or expulsion. The programming goal is to contribute to a safe school environment.

Following a formal school referral, Youth Services appointments focus on the law as it relates to matters such as weapons at school, drugs at school and bullying behavior.

Centennial Mental Health: Specific programming for duo-diagnosed youth (those with mental health diagnosis and delinquent behavior) coordinates a continuum of care for Youth Services' clients who need the intensity of therapy and medication for dealing with behaviors.

Youth Services' clients have stream-lined intake processes into programs such as Parenting with Love and Limits, and Dialectical Behavioral Therapy.

Logan County Social Services: The Youth Services Coordinator joins Team Decision Making Conferences where the goal is to establish and manage community based services to at-risk youth and his/her family before the out-of-home placement, e.g., the foster home, therapeutic child care center, psychiatric hospitals, is required for the youth.

HB1451 Interagency Oversight Group – IOG: A legislatively funded effort, the IOG unites probation, mental health, schools and public health in common goals for increasing the general health of the community. The Youth Service Coordinator serves on the IOG Board and is a regular participant in team decision round table discussions. In 2012, the Youth Services Coordinator participated on an IOG Board subcommittee, who in tandem with RE-1 Valley School District, created a 6-Step Attendance Response Process for managing truancy issues. Contact is established with students as early as three days of absence with on-going interventions at various stages up to 20 days of unexcused absence when either filing Truancy Court in District Court, or Logan County Social Services' investigation for Educational Neglect is pursued. The Youth Services Coordinator also serves as the chair of the inter-agency team decision making efforts for at-risk youth. Law enforcement and Youth Services is listed on the release which creates an ethical and positive environment for sharing of information.

Darrell Smith Academy: their Presentations of Learning are held three times a year. Youth Services participates on community review panels as students present a 15 minute oral demonstration of knowledge and skills gained from a particular area of study. Feedback concerning content and presentation are made to the student.

Community Well-Being

Community programming, through *Wired for Safety*, continues to recognize that all sectors of the populations are vulnerable, but especially youth, to the

potentially dangerous activities such as internet luring of a child, cyber-bulling, and sexual exploitation of children. Partnering agencies are: Sterling Police Department, RE-1 Valley Schools, and Office of the District Attorney, Logan County Sheriff's Department and SB94. Seven programs were presented in 2012. Pictured to the right is Mrs. Nelson talking to Sterling High students and parents at a Wired for Safety presentation.

RE-1 Valley Collaboration remains strong as Sterling Youth Services partners with the elementary schools and middle school to address student behavior issues which are bordering on criminal activity. Through family contact and education classes, Youth Services strives to compliment the efforts of the school towards the safety and well being of the students.

Kops 'N Kids presentations, at the request of the schools, was again focused on identifying bullying behavior, stopping bully behavior and reporting bully behavior. All RE-1 Valley kindergarten - second graders and St Anthony's kindergarten – fifth graders participated.

Community Boards and Committee Participation

Participation on agency boards helps maintain knowledge of services which are currently available to assist troubled youth and their families, current legislative trends and options for community-led treatment programming. The community committees on which the Coordinator serves includes:

- Logan County Coordinating Council on Youth Services
- High Plains Sexual Assault Center Board of Directors
- Wired for Safety Coalition
- The 13th Judicial District SB94 Juvenile Services Planning Committee
- Division of Youth Corrections' Evidence-Based Practices
- Darrell Smith Academy Accountability Committee
- The 13th Judicial District Truancy Task Force
- The 13th Judicial District Juvenile Detention Bed Management Committee
- HB1451 Logan County Interagency Oversight Group

City of Sterling committees include: SPD Citizens' Academy presenter, SPD Awards Committee, Kops 'N Kids presenter and the City of Sterling Employee Recognition Committee.

2012 Training

The following skill strengthening trainings were attended:

- Motivational Interviewing Parts I, II & III
- Techniques for Counseling Towards Motivation and Change
- Understanding the Resistant, Antisocial Client
- Dissolving Resistance in Difficult Youth
- Microsoft Excel 2007 Basics
- CJIS Security & Awareness Testing
- Colorado Juvenile Risk Assessment Analysis and Evaluation
- "Sexting" – Balancing the Law, Teens, Technology and Choices
- Case Conceptualization within the Multidisciplinary Team
- Use of the GOOD LIVES Model and SELF-REGULATION Model
- with Sex Offenders
- The BLUNT Truth – Drug Use Trends in 2011
- "Legal" Drugs in the Community Youth Know About
- Reducing Trauma and Drama in Youth

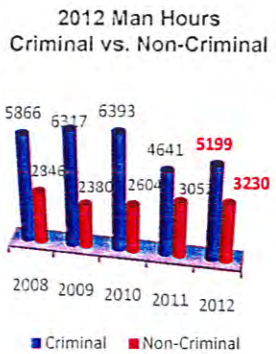
- Division of Youth Corrections Detention Management Strategies
- Education for the At Risk Youth

CRIMINAL INVESTIGATIONS

During 2012, SPD Officers investigated 1,576 criminal offenses. This is an increase of 245 actual cases, or a 16 percent change, compared to the 2011 figure of 1,331 actual cases.

Vandalism, assaults, thefts and drug/narcotic offenses were our most persistent crimes. The following table illustrates the number of actual cases in 2012, and compares them to actual 2011 figures.

Crime	2012	2011	% Change
Vandalism	206	160	46 more or + 22%
Assaults	102	99	3 more or + 3%
Thefts	315	252	70 more or + 20%
Drug/Narcotic	59	48	11 more or + 19%



In 2012, uniformed officers, in addition to the Investigations Division, spent 5,199 hours conducting criminal investigations, and a 13 percent increase was seen over the 4,641 hours spent on criminal investigations in 2011, or 558 hours. An additional 3,230 hours were spent on non-criminal investigations to include lost, missing or suspicious people, injuries sustained on city property, etc. A total of 8,429 man hours were given to both criminal and non-criminal investigations.

The Sterling Police Department arrested or issued Summons to 487 adults and 45 juveniles in 2012 for crimes other than traffic offenses, compared to 509 adults and 40 juveniles in 2011. This is a four percent decrease in adult arrests, or 22 arrests, and a one percent increase in juvenile arrests, or five arrests. A decrease of 17 arrests is seen in the combined adult and juvenile arrests over the total arrests of 549 in 2011.

In 2012, property valued at $284,041 was reported as stolen to the Sterling Police Department. This is a four percent decrease over the stolen property value of $297,008 in 2011, or $12,967 less. During 2012, property recovered was at $79,768, and in 2011 property recovered was at $75,234, creating an increase of $4,534 in 2011, or six percent more.

The following table exhibits property stolen and recovered over a five year time line, and it is noted that 2012 gave a lower dollar value stolen at $284,081, than the higher dollar rate stolen in 2011 of $297,008, or $12,927 less. The recovery rate in 2012 was at $79,768 and in 2011 the rate was at $75,234. A five year average of the dollar value of property stolen is $289,663, and a five year dollar value average of property recovered is $112,530.

Year	Dollar Value Stolen	Dollar Value Recovered
2008	318,336	82,751
2009	583,505	165,887
2010	465,383	159,010
2011	297,008	75,234
2012	284,081	79,768
Five Year Average	$28 6 7 3	$112,530

The National Incident Based Reporting System (NIBRS) provides the SPD with year-end figures on Group A crimes occurring within its jurisdiction. The following table notes "Reported" and "Actual" in 2012, comparing to the 2011 "Actual" figure. Again, the NIBRS reporting system in 2012 did not provide the categorized Group B crimes. In order to present an overall picture of the crimes handled by the SPD, the Group B categorization figures were generated by the on-site New World System as submitted by SPD personnel. They are presented as reported crimes.

Group A Crimes

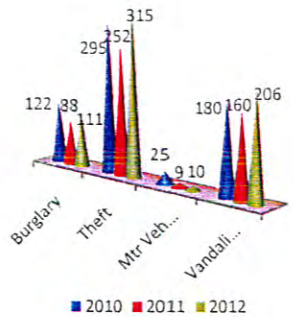
Offense	2012 Actual	2012 Reported	2011 Actual
Homicide	0	0	1
Murder/Non-negligent	1	1	0
Kidnapping/Abduction	6	6	3
Forcible Rape	3	4	3
Forcible Sodomy	0	0	2
Sexual Assault w/object	7	8	7
Forcible Fondling	9	10	5
Statutory Rape	1	1	0
Incest	0	0	0
Robbery	3	3	0
Aggravated Assault	26	26	13
Simple Assault	70	75	75
Intimdn of Witness/Victim	6	6	7
Arson	1	1	3
Burglary	111	111	87
Shoplifting	32	33	57
Theft from Building	101	105	57
Theft from Coin-op	5	5	2
Theft from Motor Vehicle	72	73	68
Motor Vehicle Parts	13	13	10
All Other Larceny	92	93	57
Motor Vehicle Theft	10	10	9
Counterfeiting/Forgery	12	13	12
False Pretense/Swindling	3	3	16
Credit Card/ATM	20	20	10
Impersonation	16	16	9
Wire Fraud	2	2	2
Embezzlement	0	0	0
Stolen Property	8	8	0
Vandalism	206	207	159
Drug/Narcotic Violations	27	27	38
Drug/Equipment	32	32	10
Weapon Violations	11	12	11
Pornography/Obscene	1	1	1
Prostitution Offense	1	1	0
Bribery	2	2	2
Group A Totals	**910**	**928**	**736**

Group B Crimes

Offense	2012 Reported	2011 Reported
Bad Checks	8	4
Curfew/Loitering/Vagrancy Viol	3	0
Disorderly Conduct	42	19
Disturbing the Peace	1	0
D.U.I.	72	47
Family Offense/Non Violent	99	86
Liquor Laws	66	31
Trespass Real Property	53	35
All Other Offenses	315	259
Burglary/Breaking and Entering	0	0
Sterling City Code Violations	0	0
Indecent Exposure/Bestiality	0	0
Failure to Register Sex Offender	0	0
Contributing Delinquency/Minor	0	0
All Obstructing Police Offenses	0	0
All Obstructing Judiciary/Congress Legislature	0	0
Traffic Offense/Free Text	7	11
All Health/Safety Offenses	0	0
Crimes Against Person Violations	0	0
Public Order Crimes	0	0
Vehicular Assault	0	0
Class B Totals	666	588
Grand Totals	**1,576**	**1,331**

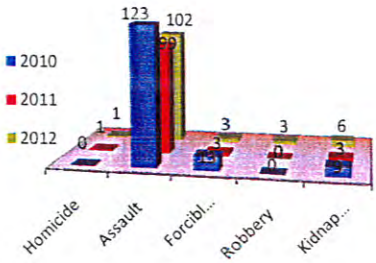
Crimes Against Property

Shown is a three-year comparative graph exhibiting statistics of certain crimes related to Property. Vandalism, theft, and burglaries were the largest number incurred, and the numbers of burglary crimes increased by 23 in 2012, thefts were 63 crimes more, motor vehicles were one more, and vandalisms occurring in the city were 46 more than in 2011.



Crimes Against Persons

Shown graphically is a three-year comparative showing Crimes Against Persons. The data showed one homicide in 2012, and an increase in assaults to 102 in 2012, when compared to 99 occurring in 2011, and a total of three forcible rape cases in 2012 and three in 2011. There were three robberies in 2012, compared to a zero case figure in 2011, and kidnapping cases were up six from the three reported in 2011.



OPERATIONS DIVISION OVERVIEW

In 2012 our department continued experiencing the challenging time that stemmed from 2011 due to reduced staffing levels. But of even greater significance, the department was without its' leader, Chief Roy Breivik, from January through May 2012, as he was unexpectedly diagnosed with a serious medical issue. Despite the challenges, and in the Chief's absence, the Police Department maintained a high level of professional service to the community and continued with its' mission. This level of dedication by the members of our department enabled the Chief to focus on his own challenges as we awaited his return. We have a very dedicated and competent group of officers and staff, who exhibited great character and commitment during what could be the departments' most challenging year in recent memory.

One of many examples demonstrating the commitment and professionalism of our staff in 2012 was the creation of the Sterling Police Department's new mission statement. Members of the department worked together to revitalize our old mission statement, to one that reflects the vision of our department for today and the future. This collaborative effort resulted in a mission statement that represents the character of the Sterling Police Department and our continued dedication to the community we serve.

At the beginning of 2012, our department was down two officer positions and appeared to be on the way to being fully staffed. However, we lost five more officers throughout the year. There were five officers hired in 2012; however, two of the officers resigned during the departments' demanding Field Training Officer Program. One of those resignations occurred at the beginning of January 2013.

When an experienced officer leaves our department, we lose not only the valuable experience of that officer, but the financial investment in him or her, as well. Over the course of an officer's career, the Sterling Police Department invests a significant amount of money in the development and training of that officer.

With that said, retention and recruitment continues to be critical components of the Operations Division and the Department as a whole. The Department continues to aggressively recruit new, qualified individuals to serve as police officers. To accomplish this task, the hiring process was modified in 2007 to be much more efficient, effective, and proficient. This new approach continues to show results, however; and finding qualified applicants continues to be a challenge.

Once again, the year 2012 did not allow officers to take part in as many training opportunities as in the past due to staffing shortages. With reduced staff, the ability to maintain our first priority, coverage on the street for the safety of the community, made it difficult to get officers to training. However, training continues to be a very high priority and officers were able to attend training. This past year, officers attended different training classes outside of the Department which included; legal and liability management; fraudulent document identity theft investigation; clandestine lab recertification; liquor enforcement; search and seizure; sex offender registration; interview and interrogation. In addition, in-house, officers trained on the following: intoxilyzer operator, First Aid, CPR, legislative updates, firearms, electronic control device (taser®), and pepper spray, and SFST (Standardized Field Sobriety Test) recertification and training.

Continuing the education of our community in the area of alcohol and drug abuse remains a high priority for the Sterling Police Department. During 2012, several presentations relating to

these issues were given to the public. Our investigation unit also gave several identity theft and internet safety presentations in the community this past year, as those issues continue to be a significant and growing problem not only nationally, but locally as well.

The Sterling Police Department's annual Citizen's Police Academy was scheduled for 2012, but had to be cancelled due to staffing shortages which was disappointing to all. In November, friends, family, community members and members of the Sterling Police Department celebrated Sergeant Brad McMahon's 35 years of service with the City of Sterling Police Department. (Pictured to left). In December, the Sterling Police Department, in partnership with the Logan County Sheriff's Department, presented the fourth annual Blue Santa program to the community. Also sponsoring the program was Sterling's Wal-Mart SuperCenter with a donation of $1,500, and with the donation, Blue Santa helped the Cooperating Ministry of Logan County deliver food baskets to members of the community, as well as making a donation to the Cooperating Ministry's Food Bank. The Blue Santa event (pictured to right) was held at the County Courthouse where children could get a photo with Santa, their fingerprints taken for a child identification kit and have cinnamon rolls and hot cocoa. Blue Santa, escorted by Sterling Police Officers, also delivered food baskets to less fortunate families in the Sterling area.

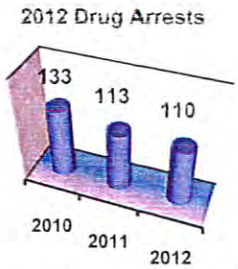
Blue Santa of Logan County is a non-profit organization housed through the High Plains Sexual Assault Center which is a partnering agency with the Blue Santa Program and assists in fund raising and operations efforts.

GRANTS

In 2012, the Department applied for numerous grants and all were awarded. The Sterling Police Department partnered with the Bureau of Justice for a grant in the amount of $3,660 to purchase bullet proof vests for the officers in 2013 and 2014. In 2012, the Sterling Police Department, in conjunction with the Colorado Department of Transportation (CDOT), conducted two "waves" of seatbelt enforcement and a series of waves for High Visibility Impaired Driving Enforcement in which additional officers were put on the streets through grant funding made available by CDOT. The department received DUI funding from CDOT in the amount of $4,900, as well as $2,340 for Seatbelt Enforcement funding.

DRUG ENFORCEMENT ACTIVITY

Due to staffing levels in our Department, we are unable to commit an officer full-time to the issue of drug enforcement. In spite of this fact, our officers have remained diligent and proactive in this area during the course of their duties. As a result, in 2012, our officers arrested and charged individuals with 110 offenses related to illicit drug activity. The following is a breakdown of those charges.



- Possession of Schedule II Controlled Substance (methamphetamine/amphetamine)- **22**
- Possession of a Schedule II Controlled Substance with Intent to Sell/Distribute - **3**
- Possession of Marijuana with Intent to Distribute/Sell- **1**
- Possession of less than one ounce of Marijuana- **33**

- Possession of Drug Paraphernalia- **43**
- Possession of Marijuana, 5-100 pounds- **1**
- Possession of Marijuana Concentrate-**1**
- Cultivation of Marijuana-**1**
- Possession of a Schedule III Controlled Substance-**1**
- Possession of a Schedule IV Controlled Substance-**2**
- Introducing Contraband in a Jail Setting-**2**

In connection with these arrests, officers seized approximately 72.32 pounds of marijuana and approximately 23.61 grams of methamphetamine/amphetamine, approximately 2.66 grams of Schedule II and IV Controlled Substances, 97 items of Drug Paraphernalia and 275 marijuana plants.

TRAFFIC

The Sterling Police Department investigated 250 traffic accidents in 2012, representing a 19 percent decrease from the 308 accidents investigated in 2011. Of the 249 traffic accidents reported to the Sterling Police Department in 2012, 90 percent of the accidents occurred on public streets and 10 percent occurred on private property. Of those accidents which occurred on public streets, 71 or 28.5 percent were intersection-related accidents. Of note, the Sterling Police Department only investigates private property accidents if the accident is alcohol related a hit and run accident with suspect information, or if there is an injury/fatality. Although police can investigate any accident on private property, it is important to recognize that private property accidents, even if a fatality is involved, are no longer considered reportable accidents to the State of Colorado (*Traffic Accident Reporting Manual;* July 1, 2006; page 17). July was the busiest month for traffic accidents, during which 26 traffic accidents were reported and investigated by the Department.

A total of 46 people were injured in traffic accidents in 2012, a 70 percent increase from the 14 injured in accidents in 2011. There were no fatal accidents investigated in 2012. Of the 250 accidents, four involved a pedestrian, two involved a bicycle, and 38 were hit and run accidents. Eleven of the accidents were alcohol related. In 2012 Improper Backing was the most common violation cited for traffic accidents.

A total of 62 people were arrested in 2012 for driving while intoxicated. This was a 20 percent increase from the 52 DUI arrests in 2011.

Of those arrested, 55 were charged with driving under the influence of alcohol and two were charged with driving under the influence of drugs. Seven individuals were charged with driving while ability impaired by alcohol. Of those arrested, 60 were adults, and two were juveniles.

The following is a breakdown of the blood/breath alcohol levels of those arrested:

Charge	Blood Alcohol Level	Number of Persons
Under 21 W/ BAC of .02 to .049	0.020 to 0.049	1
Drove while Ability Impaired	0.050 to 0.079	7
Drove While Under the Influence	0.080 to 0.099	6
Drove While Under the Influence	0.100 to 0.199	25
Drove While Under the Influence	0.200 to 0.299	9
Drove While Under the Influence	0.300 and above	1
Drove While Under the Influence	Refused Testing	13
Under the Influence of Drugs		2

The largest traffic control detail that the Sterling Police Department undertakes during the year is the coordination of traffic routing and traffic control for the Logan County Fair Parade, which was held this year on August 11, 2012. All sworn officers, to include command, plus many of the Explorer's Post #322 were required to report for duty to assist in the monumental task of directing traffic, both before, during and after the parade. SPD Major Tyson Kerr, Operations Commander, also worked diligently in conjunction with Public Works many weeks prior to this event to plan for the smooth and timely flow of parade entries to assure the safety of all involved. Driving her SPD Squad Car #8, Sergeant Ronda Taylor led the 2012 parade. SPD presence at every intersection along the approximate two mile parade route through the main part of Sterling provided very definite police visibility for effective crowd control, if needed.

The fair parade gives the officer an opportunity to practice the "art" of directing traffic with vigorous hand motions, traffic whistles, and body positions. They demonstrate a musical beat to keep the rhythm of their hands "in tune" with the moving traffic! Pictured above left is Officer Nick Hrycaj at the corner of Main and N 2nd St, and Detective Jim Coleman at the corner of West Main and N 4th Avenue.

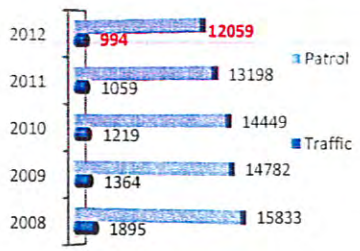
Officers also play a definite role during the Christmas season with traffic and crowd control at the annual Parade of Lights, held this year on December 6th in downtown Sterling. The evening event, which usually carries cold temperatures, did not dampen the enthusiasm of spectators along the route, which had gathered to view the 30 brightly lit entries.

VIOLATION ANALYSIS

There are many state statutes and municipal ordinances which provide the officer with the legal authority to issue a citation indicating a violation of those laws. An officer may "write" a violation into Municipal Court, Logan County Combined Court, depending on the violation's applicable statute or ordinance. In the two tables to follow, the general categories of ticket charges issued and their number are noted on a monthly basis for the years of 2012 and 2011. Warning charges occupied the highest number of charges cited at 2,698 in 2012 versus the 2,450 in 2011, with an increase between the two years of 248 Warnings or a nine percent change. Violations of the Model Traffic Code were at 558 in 2012, showing a decrease of 184 charges from the 742 in 2011 or a 24 percent change.

	2012 Violations / Month									Total Monthly
Month	Other	Felony	Model	City	Criminal	Misdemeanors	Petty	Traffic	Warning	Violations
Jan	1	1	37	5	40	2	6	45	255	392
Feb	1	2	42	6	58	4	7	51	196	367
Mar	0	1	55	9	54	3	1	82	335	540
Apr	1	1	73	13	55	2	4	60	305	514
May	0	0	61	4	46	5	2	54	302	474
June	2	4	44	6	70	13	19	38	195	391
July	3	3	46	20	96	1	3	59	207	438
Aug	5	2	48	21	87	1	3	47	180	394
Sept	0	1	36	13	51	2	8	40	251	402
Oct	3	6	31	25	56	7	3	46	208	385
Nov	1	2	38	9	30	5	0	36	155	276
Dec	3	8	47	3	64	8	4	38	109	284
Total	20	31	558	134	707	53	60	596	2698	4857

	2011 Violations / Month									Total Monthly
Month	Other	Felony	Model	City	Criminal	Misdemeanors	Petty	Traffic	Warning	Violations
Jan	2	1	50	6	69	1	1	48	164	342
Feb	2	1	38	4	66	3	4	40	180	338
Mar	0	5	59	17	71	4	7	62	262	437
Apr	0	7	73	6	48	4	7	69	249	463
May	1	2	86	3	61	1	3	40	231	428
June	0	2	95	10	57	3	6	55	159	387
July	1	0	47	20	46	6	0	30	167	317
Aug	1	2	51	9	53	3	0	51	229	399
Sept	0	5	54	6	49	2	2	59	196	373
Oct	1	2	65	10	91	4	5	58	208	444
Nov	0	0	53	7	43	1	4	40	182	330
Dec	4	2	71	11	57	1	5	70	223	444
Total	12	29	742	109	711	33	44	622	2450	4752



2012 PATROL VS TRAFFIC HOURS

The aside graph shows a five year comparative of man hours expended in the categories of patrol vs. traffic activity. Officers also contact subjects who have violated county or state traffic laws vs Municipal Code Violations, and they frequently issue citations for such violations as Driving Under the Influence, Driving While Under a License Suspension, No Insurance, or Illegal Use of the Driver's License.

CHARGES

When an officer makes a traffic stop and writes a citation to a subject, he often will discover more violations than the initial reason for which he wrote the ticket, i.e., if he made a stop for speeding he may discover the driver was not wearing his seat belt, had no insurance, or the vehicle was not properly licensed. These discoveries result in more than one charge per ticket, and as many as four can be noted on an individual ticket. In an attempt to reflect the greater

activity generated by the number of charges written, the following statistics are presented in table form below. It is interesting to note, that on a five year average, 11 percent more officer activity is shown with noting the charges incurred rather than merely quoting the tickets written count.

Year	Total Charges	Total Tickets	Percentage of Change
2012	4,857	4,236	+13%
2011	4,752	4,256	+10%
2010	6,909	6,148	+11%
2009	7,314	6,523	+11%
2008	8,930	8,050	+10%
5 Year Ave	6,552	5,842	+11%

COMPUTER VOICE STRESS ANALYZING - CVSA

In January 2002, the Department purchased a CVSA (Computer Voice Stress Analyzer) system for use in investigative cases by the department. On March 4, 2002, the first CVSA testing at the Sterling Police Department was completed with a subject, resulting in a confession on an attempted murder case. To become a certified CVSA operator an officer attends an extensive six day training course. After becoming certified and to maintain his/her certificate, the operator attends training every two years. In 2012, the department had two certified CVSA Operators. Major Kelsch conducted two pre-employment and one criminal CVSA test. Detective Coleman conducted five pre-employment and two criminal CVSA procedures, making a total of seven pre-employment and three criminal, or ten total examinations.

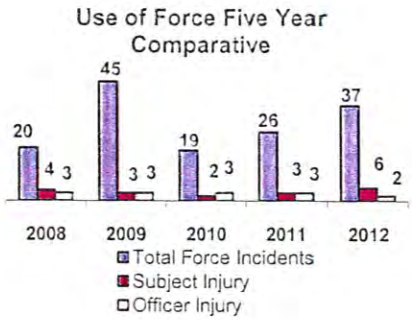
The CVSA is an investigative tool used widely in law enforcement organizations throughout the country. As the test title indicates, the computer system can indicate a systematic and predictable relationship between voice patterns and stress related to deception. It has come to replace the polygraph testing process because the examination can be administered without wires and at a greater comfort to the subject. Exams can be conducted remotely, by distance, using the telephone, or later in time by using a recording. In certain cases, where a recording made under reasonable conditions exist, a CVSA can be done after a subject's death. A typical exam takes anywhere from 35 minutes to two hours and could be conducted covertly if the investigation so indicates.

The graph above shows the CVSA count completed in 2012 by category and the number in each category. The highest testing category was seven pre-employment exams and three criminal exams. The table below presents a five year comparative on the CVSA Tests completed.

Category	2008	2009	2010	2011	2012	Overall	5 Yr Ave
Criminal Examination	3	7	13	7	3	33	6.6
Cold Calls	0	0	0	0	0	0	0
Pre-employment	1	6	11	15	7	40	8
Total Exams	4	13	24	22	10	73	14.6

USE OF FORCE

Whenever an officer uses physical force to overcome a subject's resistance to arrest or lawful order, they have been required, since January of 1992, to complete a detailed Response to Aggression/Resistance Report. The reports are reviewed with a departmental instructor who then makes any recommendations to command regarding equipment and/or training needs. Use of Force incidents numbered 37 in 2012, with 26 experienced in 2011.



Regarding injuries occurring to officers during 2012, there were two injuries: spit from a subject went to the officer's right eye, and an officer's shoulder was injured. Six subjects were injured in 2012, one subject sustained a scraped elbow and red marks on the face, another subject said his arm hurt after handcuffing, another subject sustained a swollen/bloody bottom lip, one had small scratches during the struggle, another sustained a cut lip and finally a subject had injury to the right hand and knuckles. These 37 incidents were controlled through the use of verbal techniques, empty hand P.P.C.T. techniques, display/discharge of a firearm, and deployment or display of an electronic control device, all of which have proven to be very safe and effective in controlling violent subjects.

When officers attempt to restore order and control, or attempt to take a subject into custody, altercations can occur as a result, because of the combative nature of the subject. Such was the aspects of the majority of the 2012 Use of Force incidents. During 2012, officers encountered no situation where the discharge of firearms was necessary in the apprehension of subjects; however, firearms were displayed 18 times during 2012.

In 2009, new standards of reporting were instituted when a Use of Force incident occurred. This was necessary to accommodate the use of the Electronic Control Device (Taser), and the reporting of "firearms displayed".

LEVEL OF RESISTANCE	2008	2009	2010	2011	2012
Psychological Intimidation	7	12	6	4	7
Verbal Threats	4	13	3	5	5
Passive Resistance	14	23	6	14	18
Defensive Resistance	18	28	12	20	29
Active Aggression	7	9	5	5	9
Subjects/Influence: Drugs/Alcohol	12	26	12	12	22
LEVEL OF CONTROL USED	**2008**	**2009**	**2010**	**2011**	**2012**
Verbal	19	45	19	26	37
Empty Hand	20	21	9	15	16
O.C. Pepper Mace	3	0	1	0	0
Electronic Control Device – Deployment	0	6	4	4	4
Electronic Control Device - Display	0	17	5	9	8
CN or CS Gas	0	0	0	0	0
Impact Weapon	0	0	0	0	0
Firearm - Discharge	0	0	0	0	0
Firearm - Display	0	13	5	8	18

FIELD TRAINING OFFICER PROGRAM

The Sterling Police Department has had in place a training program for new recruits on the force since 1985. The goal of the Field Training Officer Program is to provide street experiences that are designed to complement the recruit candidate's academy training. How a recruit responds to field training is a significant factor in the shaping of the candidate's career in law enforcement. The SPD field training process is an open ended program designed to last approximately 18 weeks and is divided into four phases. All new hires/recruits must satisfy the requirements of the FTO Program before being allowed to perform "solo" street duty.

Historically, law enforcement basic field training resembled little more than a popularity contest. Recruit officers were expected to learn what they could in a basic academy. Once new officers entered the field training aspect of their job, it was the duty of their assigned "training" officer to determine the type of instruction, if any, the recruit would receive and ultimately, when the new officer would begin performing solo. Basically, it was this lack of proper field training which led to a change in training standards.

Phase I is the introductory phase and includes basic tasks. In Phase II the tasks become more involved, with Phase III beginning the instruction designed to lead to the recruit's independence. Phase IV is the Ride Along phase and the FTO instructor will act as an observer while his/her trainee takes responsibility for the unit. All four phases do take as high as 720 hours or more to complete.

During the year of 2012, FTO's trained five new officers, and with this amount of new officers, the FTO's were in a continuous state of training during the year. This is very demanding on the FTO's, as not only do the officers have their own work to do, but the added workload of one of the most important jobs at the police department: training new officers. Trainees are rotated between officers at various phases of the program. Five new officers entered into the program in 2012, and two did not successfully complete the program. Three did successfully complete the program and those were Officers Barry Winckler, Russell Baca, and Officer Matt Williams completed on January 4, 2013.

The amount of new officers training in 2012 makes the role of the FTO extremely remarkable in their commitment, dedication and loyalty, and the officers are to be highly commended for all their efforts in helping to shape the career of the recruit. It is truly a calling. They endure many highs and lows and have been put in untenable situations. Through these times, the FTO's continued with their heads held high and a positive outlook.

The FTO Program was coordinated in 2012 by Major Tyson Kerr, and led by Sergeant Ronda Taylor, who served with Officers Jaime Kiefer, Sean McDonald, James Rank and Jeffrey Harris.

CITIZENS SURVEY

In 2005, we began using a very valuable communication tool to solicit and evaluate the level of service our Police Department was providing to the Sterling community. In 2012, we conducted our eighth consecutive citizen survey.

The Department takes great pride in developing cohesive bonds with the community we serve. The Sterling Police Department works hard building and maintaining a trusting relationship with

the citizens of Sterling. The Citizens' survey assists us in better understanding and addressing community needs.

While surveys can be expensive to conduct, we have developed a process that makes it affordable for us to deliver and collect the surveys from respondents. With cooperation from the City's Finance Department our surveys are mailed out with the City's water bills. Teaming up like this results in no additional expense to taxpayers for distributing the survey and is an effective and practical method of delivery. We extend our appreciation to the Finance Department for working with us, and without their cooperation, this would be too expensive of a project to conduct.

The surveys were sent out over 4 mailing cycles. We mailed 4,867 blank surveys to citizens and businesses in the community. We received 535 surveys back, including approximately 413 surveys returned through the return mailing option. This resulted in a return rate of almost 11 percent, which is comparable to recent years. The cost of conducting the survey was approximately $694, or about $1.30 per returned survey.

Little has changed in the survey since its inception. Slight adjustment to the wording in some of the questions has occurred; however, the intent of each question remains the same. This consistency in the questions allows for reliable comparisons of the data received every year.

The survey targets various operational areas of concern or interest and quantifies the respondents' opinions. The trick is to not judge an individual response, but to look for patterns in ALL the responses that may indicate strengths and weaknesses.

Questions 1 and 2 reveal the frequency and type of contact the submitter may have had with our department. The responses to these questions can provide an understanding for the basis of their response to questions later on in the survey.

Questions 3 through 8 look for input regarding the quality of the department's and our employee's performance. In other words, what impression are our employees leaving with our customers. Questions 9 through 13 asks for citizens perceptions of quality of life (how one feels about safety and security) issues.

Question 14 collects input about our community's concerns over specific crime issues, and question 15 measures the community's awareness and feelings about police department programs. Additionally, the survey provides citizens a space for comments, as well as demographic information.

The results contain within the following tables' record the results of this survey and compares to the previous most recent four surveys. Additionally, the results for most categories are from the known responses as determined by the respondents' answer to a question. If a respondent did not answer a particular question there obviously was no definitive answer to be recorded.

Department Contact

The first two questions establish the number of contacts a citizen had with our department over the last year and what type of contact occurred. Question 1 determined the number of contacts, if any, they had with our agency. If there was no contact, the responder was directed to skip questions 2 through 6.

If the person said they have had at least one contact, they are asked to identify what type of contact(s) they had with the department. Question 2 allows multiple responses, so the overall numbers exceed the number of surveys received.

Question 1: During the last year, how many times have you had personal contact with a member of the Sterling Police Department?

Number of Contacts	2008	2009	2010	2011	2012
0	54.18%	58.98%	53.55%	60.85%	62.02%
1-2	35.08%	29.87%	31.02%	27.66%	25.97%
3-5	5.65%	5.67%	5.71%	7.66%	7.17%
6 +	5.06%	5.48%	4.50%	3.83%	4.84%

Question 2 – What was the reason(s) for the contact with our department? (Check all that apply)

Type of Contact	2008	2009	2010	2011	2012
Traffic	40.17%	46.88%	40.76%	11.80%	10.09%
Criminal Arrest	0.85%	1.04%	4.20%	0.20%	1.31%
Rpt Crime / Suspicious Act	22.22%	22.40%	26.05%	10.00%	11.96%
Victim	10.68%	17.71%	18.07%	5.40%	5.23%
Witness	5.55%	6.77%	9.66%	3.80%	2.62%
Records Request	8.54%	6.25%	5.88%	1.40%	3.18%
Information	11.53%	18.23%	16.81%	5.00%	6.17%
Other	34.18%	36.98%	17.22%	13.20%	14.02%

Department & Employee Performance Issues

An obvious goal of our survey is to measure the community's satisfaction with the department and our employees. Our employees are members of this community, not separate from them, and it is very important we know how well we are performing.

Questions 3 through 7 measures how well citizens feel our department and employees performed their job. Question 8 determines the basis of their opinion.

Overall, as the following tables will demonstrate, the Sterling Police Department continues to receive and maintain a very high level of support, confidence and trust from our community.

Question 3 – Based on your personal contact(s), rate the response of our department?

Rating	2008	2009	2010	2011	2012
Excellent	21.72%	26.32%	27.46%	21.69%	26.42%
Very Good	34.02%	32.02%	32.38%	33.86%	34.43%
Good	22.13%	17.11%	20.90%	23.28%	16.04%
Fair	10.24%	13.16%	6.56%	11.64%	8.49%
Poor	4.91%	5.70%	7.79%	6.35%	7.08%
Very Poor	6.96%	5.70%	4.92%	3.17%	7.08%

Question 4 – Based on your personal contact(s), how would you rate the overall abilities of our employees?

Rating	2008	2009	2010	2011	2012
Excellent	20.24%	21.30%	24.90%	18.78%	20.09%
Very Good	30.57%	35.65%	31.02%	33.50%	36.45%
Good	28.51%	20.43%	23.67%	25.38%	20.09%
Fair	9.91%	13.48%	8.16%	11.68%	9.81%
Poor	4.95%	4.78%	7.76%	7.61%	6.54%
Very Poor	5.78%	4.79%	4.49%	3.05%	6.54%

Question 5 – Based on your personal contact(s), how would you rate the attitude and behavior of our employees?

Rating	2008	2009	2010	2011	2012
Excellent	22.13%	25.11%	26.23%	23.86%	24.41%
Very Good	34.01%	31.28%	31.97%	28.93%	28.64%
Good	22.95%	20.26%	18.44%	24.87%	23.00%
Fair	7.78%	12.78%	8.20%	10.15%	8.45%
Poor	6.55%	6.17%	8.20%	5.08%	4.69%
Very Poor	6.55%	4.41%	6.97%	7.11%	10.33%

Question 6 – Based on your personal contact(s), how would you rate the quality of overall service you received from the Sterling PD?

Rating	2008	2009	2010	2011	2012
Excellent	21.25%	24.45%	24.90%	20.51%	25.94%
Very Good	33.33%	34.06%	30.61%	27.18%	30.66%
Good	22.91%	16.59%	21.63%	26.15%	20.28%
Fair	11.25%	13.10%	7.76%	12.31%	8.49%
Poor	4.58%	5.68%	9.80%	7.69%	8.02%
Very Poor	6.66%	6.11%	5.32%	6.15%	6.13%

Question 7 – If you have not had personal contact with the Sterling Police Department what is your opinion of the department?

Rating	2008	2009	2010	2011	2012
Excellent	8.99%	8.25%	10.97%	10.99%	12.38%
Very Good	41.17%	42.24%	37.62%	36.88%	31.89%
Good	34.60%	38.94%	34.17%	35.11%	38.39%
Fair	9.34%	7.59%	10.97%	12.06%	12.07%
Poor	2.76%	1.98%	3.76%	4.26%	4.02%
Very Poor	3.11%	0.99%	2.51%	0.71%	0.93%

Question 8 – What is your opinion of our department based on? (Check all that apply)

Source	2008	2009	2010	2011	2012
Personal Observation	69.90%	56.51%	72.27%	66.60%	65.05%
Family, Friends & Neighbors	32.00%	27.96%	30.68%	34.60%	32.90%
News Media	22.47%	13.76%	20.45%	26.00%	23.18%
Other	2.85%	1.78%	2.25%	3.00%	3.36%

Quality of Life Issues

This next section gauges the community's perceptions of how safe and satisfied they feel in their neighborhoods and in the city. Quality of life refers to the level of confidence people have regarding their safety and security.

The answers to these questions are probably one of the best indicators of how successful our department is accomplishing its mission of professional service. Affirmative answers reflect a positive satisfaction.

As shown in the following tables, people continue to feel good about personal, family and property safety in the City of Sterling. The department uses marketing strategies, community educational opportunities and better, more effective communication tools to improve its connection to those we serve. Most importantly though, is that our dedicated and professional staff perform their jobs in a manner that instills a high level of safety and security satisfaction for the Sterling community.

Question 9 – Do you feel safe and secure in your neighborhood?

Response	2008	2009	2010	2011	2012
Yes	92.24%	92.97%	90.80%	89.80%	88.36%
No	7.76%	7.03%	8.60%	10.20%	11.64%

Question 10 – Do you feel safe and secure in Sterling?

Response	2008	2009	2010	2011	2012
Yes	92.40%	90.56%	88.05%	86.16%	85.63%
No	7.60%	9.44%	11.02%	13.84%	14.37%

Question 11 – Would you recommend Sterling to family and friends as a safe place to live and raise a family?

Response	2008	2009	2010	2011	2012
Yes	89.82%	89.44%	87.80%	85.97%	84.06%
No	10.18%	10.56%	11.27%	14.03%	15.94%

Question 12 – Do you feel the Sterling Police Department addresses the concerns of the public?

Response	2008	2009	2010	2011	2012
Yes	86.80%	86.25%	82.81%	83.14%	80.63%
No	13.20%	13.75%	17.18%	16.86%	19.37%

The last question in this section asks for the citizen's impressions about the crime rate in Sterling. When people feel crime is increasing where they live, they can become nervous and uneasy. Those feelings can negatively influence a person's quality of life.

As shown in the table below, the public's perception of an increase in the crime rate rose slightly from last year by almost 1½ percent. While the public's perception is not supported by crime statistics, the overall feeling of people is one of uncertainty and apprehension.

When horrific events such as the shootings in Aurora, Colorado and Newtown, Connecticut happen, peoples' perceptions of the crime rate are often influenced, even when these types of incidents are rather rare. Though those events occurred outside of the City of Sterling, they still affect the viewpoint of our citizens. Taking that into consideration, the 1½ percent increase in the number of people who believe the crime rate in Sterling has risen is surprisingly low.

Question 13 – Do you feel the crime rate in Sterling has increased, decreased or remained the same over the last year?

Response	2008	2009	2010	2011	2012
Increase	29.86%	27.18%	34.72%	40.05%	41.53%
Decrease	12.73%	11.00%	9.32%	7.69%	5.58%
Same	57.41%	61.83%	55.95%	52.26%	52.89%

Question 14 receives input that identifies general concerns and perceptions about specific criminal and traffic issues within the City of Sterling. A list of fifteen concerns and an "other" option are presented. Respondents are asked to choose five of their greatest concerns and rank them in order from 1 (highest concern) to 5 (least concerned).

In the "Other" category, respondents have an opportunity to express concerns about issues not covered in the standard list. Predictably, when high profile incidents occur here, or across the country, they strike concern with citizens such as the theater shooting. Though the top five concerns fluctuate year to year, they also remain somewhat steady.

The top five concerns in 2012 were: 1 – Burglaries, 2 – Vandalism, 3 – Theft, 4 – Auto Theft and 5 – Drunk Driving. In the following table, rankings are shown for each concern. For comparison purposes, data for the past five (5) years are included.

Concern	2008	2009	2010	2011	2012
Assaults	12	13	13	12	14
Auto Theft	8	7	5	6	4
Burglary	7	2	1	3	1
Drugs & Related Crime	6	3	3	5	8
Drunk Driving	4	8	4	8	5
Family Violence	11	10	10	10	10
Gangs	14	12	12	15	13
Hate/Bias Crimes	5	6	7	4	6
Identity Theft	2	5	8	7	7
Juvenile Crime	13	15	14	13	11
Robbery	16	16	16	16	16
Sexual Assault	10	9	9	9	9
Theft	3	4	6	2	3
Traffic	9	11	11	11	12
Vandalism	1	1	2	1	2
*Other	15	14	15	14	15

**Examples given of "other" concerns by respondents are: texting and driving, anger crimes like the Denver theater shooting, crosswalk lights at Sidney Avenue and Cleveland Street, sex offender monitoring, organized crime, child abuse, child assault and molestations, barking dogs, bullying in schools, bike safety, school safety, suicides, traffic enforcement in residential areas and animal control.*

The Sterling Police Department conducts a number of programs that either provides additional services to the community or that enhance our ability to provide services that are more effective. To determine the knowledge and support of these programs, question 15 asks people to rate the programs as very important, slightly important or not important. If the responder did not know about the program, they would indicate that by choosing the "Not Aware" response.

Program	Very Important	Slightly Important	Not Important	Not Aware
Youth Services	340	36	17	67
Kops "N" Kids	248	73	18	99
Police Explorers	168	126	36	105
Community Education	241	123	20	59
Citizens Police Academy	141	149	37	103
Neighborhood Watch	316	71	20	47
SPD Website	114	123	58	126

Demographics

As part of our survey process, demographic data is requested from those completing the form. The purpose of the demographic data is to give us with a better understanding of the composition of our community and to try to identify any unique problems within the various groups that shape our community. The data may also be beneficial in certain grant funding endeavors.

Those completing the survey were asked to identify their association to the City of Sterling. Connection categories are - Living within the City Limits, Working within the City Limits, Owning a Business, and Shopping in Sterling. Multiple choices are common and expected for this category.

CONNECTION TO STERLING	2008	2009	2010	2011	2012
LIVE	86.09%	85.56%	85.44%	85.00%	86.92%
WORK	42.28%	41.34%	43.32%	39.00%	44.11%
OWN BUSINESS	14.66%	14.26%	14.73%	11.60%	14.95%
SHOP	53.52%	54.15%	55.97%	55.60%	56.26%

SEX	2008	2009	2010	2011	2012
MALE	44.97%	41.22%	40.64%	38.85%	37.79%
FEMALE	55.03%	58.78%	59.35%	61.15%	62.21%

AGE	2008	2009	2010	2011	2012
18 - 24	1.90%	2.62%	2.50%	1.59%	1.05%
25 -34	7.82%	8.67%	9.03%	8.62%	8.84%
35 - 44	7.18%	4.84%	6.53%	7.03%	8.21%
45 - 54	17.33%	15.32%	14.03%	12.93%	10.32%
55 - 64	21.35%	21.37%	21.73%	19.73%	24.00%
65 +	44.39%	47.18%	46.15%	50.11%	47.58%

ETHNICITY	2008	2009	2010	2011	2012
HISPANIC	2.75%	3.13%	1.83%	1.72%	2.02%
AFRICAN AMERICAN	0.00%	0.20%	0.55%	0.00%	0.20%
ASIAN AMERICAN	0.59%	0.00%	0.18%	0.65%	0.20%
WHITE	93.11%	93.36%	95.90%	95.70%	93.93%
OTHER	0.78%	3.32%	1.47%	1.94%	3.64%

LIVED IN STERLING	2008	2009	2010	2011	2012
LESS THAN 1 YR	2.44%	1.78%	2.05%	2.62%	2.21%
1 - 5 YRS	9.96%	12.03%	11.77%	10.70%	11.47%
6 - 10 YRS	9.96%	8.68%	10.65%	10.48%	9.86%
11 - 20 YRS	17.28%	10.65%	12.71%	17.69%	16.50%
21 + YRS	60.36%	66.86%	62.80%	58.52%	59.96%

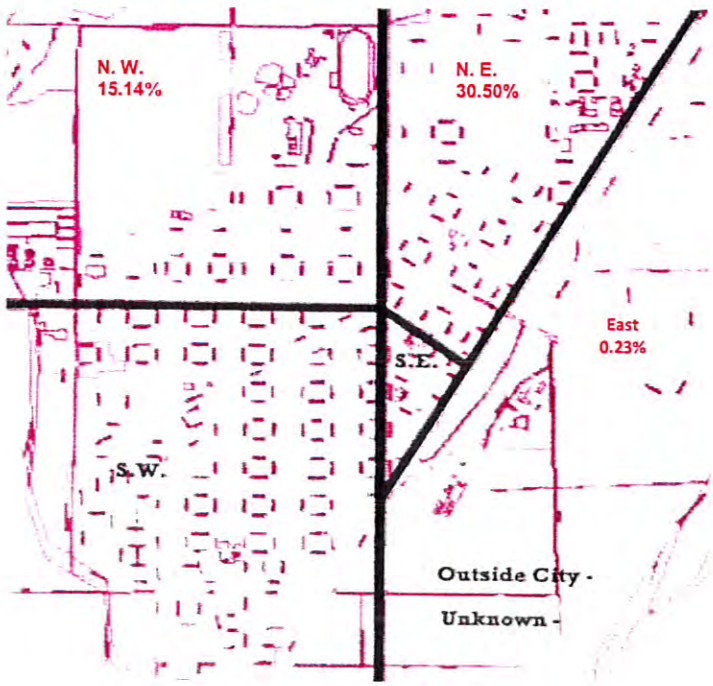
LIVE IN A	2008	2009	2010	2011	2012
SINGLE FAMILY HOUSE	94.52%	94.94%	94.62%	95.64%	95.32%
MULTI-FAMILY DWELLING	5.48%	5.06%	5.37%	4.36%	4.68%
OWN / RENT	**2008**	**2009**	**2010**	**2011**	**2012**
OWN	95.61%	93.23%	91.10%	94.46%	92.88%
RENT	4.39%	6.77%	8.89%	5.54%	7.12%

# IN HOUSEHOLD	2008	2009	2010	2011	2012
1	29.53%	29.88%	33.58%	31.47%	28.63%
2	46.25%	49.41%	44.15%	48.28%	45.16%
3	12.40%	10.74%	12.24%	9.70%	12.10%
4	8.07%	5.66%	5.75%	7.76%	11.09%
5+	3.74%	4.30%	4.26%	2.80%	3.02%

Residence Data

The final table presented identifies general locations in and around the city where the completed surveys originated. The purpose of this information is simply to identify whether specific issues exist within certain geographical areas of the city that might require attention. On the survey, we asked respondents to note the nearest intersection to their home or business.

Using Main Street and Division Avenue as dividing points the city was divided into northeast, southeast, northwest and southwest areas. Additionally, we assigned locations east of Front Street to the east area. We also received surveys from respondents who live outside the City of Sterling, but who own property, shop and/or work in Sterling. The table only contains information from surveys that declared a location.



LOCATION	2008	2009	2010	2011	2012
NORTHEAST	34.01%	33.80%	37.19%	34.07%	30.50%
SOUTHEAST	1.36%	0.70%	1.44%	0.74%	1.15%
NORTHWEST	12.02%	11.66%	11.77%	12.50%	15.14%
SOUTHWEST	43.76%	44.76%	39.87%	42.65%	42.66%
EAST	0.45%	0.70%	1.44%	0.49%	0.23%
SURROUNDING AREA	8.39%	8.39%	8.26%	9.56%	10.32%

Comments

Each survey has a comment's section in which citizens may write comments, complaints, suggestions or basically anything they want to in regard to our department's operation. The comments have been slightly sanitized for public presentation – any offensive language has been replaced with wildcard (*) characters. Derogatory and inflammatory remarks about specific individuals whether department personnel or civilians, as well as locations have been edited with wildcard characters. If a name or word was unreadable, a question mark was used to replace the word or name. The core of the original comment remains clear and unchanged, despite the use of wildcards.

I live in an area where neighbors play their music very loud all night long. They have no respect for their neighbors. They throw their trash on the ground instead of putting it in the dumpster. I have contacted police dept and was told there is no ordinance in Sterling that says you have to respect others (more or less) and can do what they please.

You helped my mom when she fell in July. Officer ????? saved her life. I will always be thankful to the help. When I needed help, you were right there! Thank you.

There are A LOT of people who walk past our house at ALL times of the day. They seem a little worrisome since we have a young child.

Corner Delmar and South Division. At times a large pickup or car parked on the very corner too close to the curb. Makes it impossible to see oncoming traffic from the north. That traffic often accelerates before getting to the corner heading to the park. Makes it dangerous to pull out to turn north. Called police but no HELP.

If driving while talking on a cell phone is not safe/not lawful, why do the police always have one in their hands? With the radio traffic, driving, ect. Do you need to budget for hands free system for all vehicles?

Drugs, gangs and homeless are on a rise! Up scale security and awareness are needed

I think Sterling is comparatively safe. I would not recommend moving here because of the toxic water and the water bills that are 4-5 times as high as they should be. We can't keep paying them.

Pay officers better. Keep deputies out of Sterling.

If I suspect child abuse or suicide at my place of work. I feel my boss won't let me report it!!. Please put something in the newspaper advising us to report ANYTHING and how we can't get fired for going over the bosses head!!

I don't have anything to say.

The increase in drug and alcohol crimes has risen. The youth in Sterling are very lost. There is no positive programs for the youth here. Too much time and too much drugs and influence.

Why is there a double standard of traffic laws being enforced at night, but not during the day? Why do police officers disobey the traffic laws they choose to enforce at night?

Your ********* screams at people to confess. Quite impressive! He needs to come out from behind the cow and stop reading Dick Tracy comics. To a fool time brings only age, not wisdom. Officer ******* seems to have missed out when they taught the constitution. Because of his size and fat head, I believe he has been a bully boy his whole life. Some in your department need a little more Andy Taylor and a little less Heinrich Himmler.

They all suck. Kill them.

More drug intervention

Double standard for traffic violations in day time as opposed to night time.

Double standard for traffic violations in day time as opposed to night time.

Double standard for day time traffic violations as opposed to night time

Double standard for day time traffic violations as opposed to night time

Double standard for day time traffic violations as opposed to night time

Double standard for traffic violation in day time as opposed to night time

Only certain class of people aware of the programs.

Skate Park should be closed. I've watched a rapid decline in the immediate neighborhood since it opened. Crime, speeding, drug/alcohol use, noise, wreckless behavior, etc., are increasing every year!

They could spend a little less time patroling the bars from 11:00 P to 2:00 A and a little more time patroling the rest of the city.

I am concerned about the traffic on Jefferson and Broadway. They go thru stop signs and alleys like crazy. Children have come close to being hit. The stereos are loud enough it shakes the house. Drugs are in at least three houses. The one with a business in it is also the worse. They hide it in parts of cars and children's toys. The ** ***** ** year old Is scary to everyone.

Be visible

When someone calls in concerning a child being bitten by a dog, the police really do need to move faster. Just SLOWLY MOVING ALONG, doesn't cut it. When people need help, regardless of who or where, police need to be prompt. It should never be a matter of pick and choose. (regardless of circumstances)

Headlights on patrol cars set to blind on coming traffic. Too many street lights not working. Does police dept not report this anymore? Too many times I've observed officers talking on cell phone and not paying attention to surroundings.

I had 2 personal contacts with the SPD this last yr. - they were night and day - the 1st had to do with some property I own - got burglarized-granted the buildings were vacant, the officers didn't seem too concerned yet said if they saw activity over there, they would look into it. Well, there was activity, my young daughter and boyfriend was over there moving items out of the building while 2 police cars sat not even a 1/2 block down talking to one another and neither one ever came over to question them - for all they knew it could have been robbers. Just because property is empty doesn't give the right to become sloppy. The 2nd contact was excellent, no complaint, I reported a crime and the officer who helped was Nicholas Hrycaj - very professional and accomplished to solved the matter quickly.

Drug issue needs to be addressed!

No place to shop. Boarded up buildings.

There is very little crime in Sterling. What crime there is? Let see 400 stops a month for tail lights. Logan County and the State Patrol could handle Sterling without the attitude! The city would save thousands. Get rid of this service and turn it over to Logan County.

There should be a way, to keep the violent sexual predators out of this SMALL town. The city should think of all the kids in this town. We moved here, because it is small.

I feel the Sterling Police Department is full of incompintent and underpaid youth officers who stay here only long enough to be hired by another dept or life long under intelligent officers who rise to the top re. ******* - about a 90 IQ predujice drunk.

I wish there was more for the youths to do around here. There is nothing for them to do to keep them out of mischief.

Theft, etc., up due to poor economy? Dept has attitude problems. Badge Heavy.

All public records should be available on line. Not selective records, all records.

Cars that go up 3rd Ave. Kid go fast from school. From Main to State come set on my porch and count them, you'll see what I mean.

With SVP person in our neighborhood and close to school, I feel this is a very unsafe neighborhood and community. Drug problem and gangs in Sterling has increased.

The website is difficult to use and not very intuitive. It is hard to find contact numbers for any department.

Waste of paper. You won't address any problems presented

Perhaps if they did not circle drinking establishments and actually patrol the whole town, my friends and family would feel better and safe. Crimes I am assuming happen after dark, yet city and Logan County seem to be only interested in area's where there are bars. I go to bars perhaps twice a year. But always see them close by. Yet in my area never see them or hardly at all. Even when driving around town don't see unless a bar nearby.

There is no place for kids to pass the time! Bordom for kids can be a problems in our community.

The police should answer calls concerning barking dogs

Your officers need to work with the kids. Don't push them around. They have eyes and ears and know information you need to know about drugs, burglary. They will work with you if you work with them. All I see is your officers pushing the kids to the point they get mad and that gives your officers what they want the kids in jail.

Both contacts I received were from young officers who seemed more impressed by the power of the gun, badge and uniform than anything else. Though I did not receive a ticket or warning, I felt disrespected and that the officers were fishing for a drunk driver.

Not traffic. Traffic engineering and streets are a mess.

We are very disappointed in the way the Chief and/mayor will not follow thru to a question about conduct of police officers with no comments/call about such complaints. The citizen's of Sterling pay their wages and they need more training how to deal with the public. How many police cars do we need - 3 to a house held like on 3rd Ave

We need the police to patrol the north side of town more often, and respond to the calls made when something suspicious is happening. Especially around our high school and other school areas. North side of town has a lot of strange people walking the streets late at nights.

Too much turnover in officers

Please pay officers for better retention

Nothing you can do with people who don't respect property and other people - they just don't care and take pride in the community.

I suggest SPD travel more in housing area of Whitcomb addition because of being new trailer court, low income housing of many buildings. Racing, load vehicles and etc more heard past 6 months.

I called to report a case of possible fraud. The dispatcher was very rude and took limited information. I didn't even talk to an officier. I had to prompt the dispatcher to take all the information. Why bother?

I am very concerned about the Kings Court Trailer Court area. I refuse to drive thru that area no matter what time of day. I grew up in big cities and can clearly see that it is an unsafe neighborhood. I am also worried about the increase in gang activity and transients in Sterling, it makes me worry for the safety of my children.

Monitor the skate park more closely. They have graffitid my new garage doors several times with gang-related writing. They stole my solar light on Mother's Day with hours of my daughter putting it right next to the house, they throw their trash on my property.

Mark the truck route downtown

The noise I refer to is "Booming". PLEASE make it stop.

The increased thefts, burglaries and robberies are a big concern. This is a nice community and we don't need this type of behaviors. Times are hard for everyone, but that shouldn't give some the right to take from others, who may be struggling more than the thieves.

Personnel are not friendly? They act as if they were Gods.

I you like to see better pay, less officers, less police cars. In the 60's the police force was 1/4 of what it is now. Shared cars might also work.

Why is there a double standard of traffic laws being enforced during the day and during the night? Why are police officers disobeying the traffic laws they choose to enforce at night?

There is nothing for teens to do in this town

I have personally witnessed

Double standard of traffic laws being enforced during the day and the night. Police officers are guilty of disobeying traffic laws they choose to enforce at night.

Why is there a double standard of traffic laws being enforced during the day and during the night? Why are police officers disobeying the traffic laws they choose to enforce at night?

We NEED traffic supervision and control!! VERY concerned with the VOLUME and SPEED of traffic thru this 1100 block of Platte Street. Posted speed limit is 15 mph - even the rare police cruiser exceeds that by 5-10 mph - cars just FLY thru here, especially early mornings, between 6:30 - 8:00 AM. MANY commercial vehicles (loaded semis) use this street , also, to supply Mr. D's, Bomgarrs, Wal-Mart, etc.

I feel the Sterling Police do a fine job - they have a lot to deal with and they try to listen to both (all) parties involved. I am proud to live in Sterling and Proud of what gets accomplished here.

1) More patrols in the poorer neighborhoods; 2) Growing number of homeless/vagrants in Sterling

I have lived in Sterling for almost two years now. The services and programs you provide (as you can see from above) is news to me. Maybe better communications through news medias could help.

Our officers are hard working, put their lives on the line and are underappreciated. I truly do not believe our public officials realize what our officers face day after day. We have lost several out standing officers because of low pay and long hours. I pray this will change soon. Losing excellent officers like Jaime Kiefer, the Lee's to name a few because of low wages is tragic.

Twice in the last 2 years a 911 call was received in error from my phone/address; the response time of SPD was exemplary . More than one police car responded and a thorough "Safety Check" was performed.

My concern is when people speed down neighboring streets not going the speed limit where children play and animals run loose, our people let their dogs run in the street. I'm a animal lover and worry about their dogs getting killed by speeding cars. People not putting the tops to the alley trash tops down to keep cats out of them They can get trapped in there and the pickup truck might hurt the cats, not knowing they are in there.

The City of Sterling is very bad in most(roads) areas. The water is one of the worst. Sorry we ever moved here.

The police are so quick to write tickets in this town. I had to go to court and while at court the charge that I was given was not what happened. Also all these tickets go into the local paper but no one puts in the paper if it was dismissed.

Drugs and the related crimes (i.e. gangs) are definitely on the rise, and our household feels like the issue is not being addressed enough. We feel that this will get out of control without increased intervention. Please be aware that we have front range gangs in Sterling! Keeping our police force from leaving would greatly benefit the battle of those issues!

The above are "Nice to have", but at a time when expenses run high, not necessary. You need more officers than we can pay for in these times and would rather see them get a raise and able to meet the cost of living.

We recently moved to the cottonwoods, but did live in the city limits for forty years.

Don't sit in a corner to get a running stop at condo units. We all have children and ????? before we drive. Also don't hang around bars as all people are drunk.

None

There seems to be such a large turnover. We need to improve their benefit package in order to maintain a stable staff - perhaps our city manager could make less and put more into our law enforcement. They certainly are worth more than the city managers post is

I think Hispanic and white are the same so why this them white different then Hispanic?

We are very proud of our law officers (police and sheriff). They do such a good job looking out for their older citizens and protecting and serving their public. They do not receive enough credit or pay.

Continue to deal with REAL problems and not political correctness - issues that affect the MOST people - not small group problems. That's the best use of limited finances.

I strongly feel that the police need a raise.

Distracted drivers - cell phones. Bootleg turns - u-turns into parking spaces (and out of them). Driving down the middle of 2-way streets

Concentrate on the "white collar" crimes in this town - e.g. city counsel and the cronies in the political structure.

We moved to Sterling of the safe day and quiet of the city

Get rid of police dept. Hire more sheriff's deputies.

I think you are wasting your time and mine. And tax payers money for these surveys.

Bull****! On the above programs. Some common sense, professionalism and courtesy would help .....once they demonstrate that THEN maybe let THEM play with guns.

The issue of begging and panhandling is making Sterling an uncomfortable place to live along with all the meth addicts and their messy houses and hotels and their walking routes.

I see the SPD on the main thoroughfares a lot, but I don't see them in the neighborhoods very often.

Robin Rd is used as a speed.

Strongly feel there is not enough attention given to the drug problem in this town. Needs to be better pay for the officers and more of them on staff.

I think our police, sheriff and fire department are the best. I have never been so impressed by of them during the ****** ******(sp) at **** ****** **. They were all so concerned and polite of our family. The D.A. investigator could not have been nicer. They are so good to my mother. I am signing my name because I want them to know that we appreciated them very much. Carolyn Briggs and Ruby Beck and family.

I see lots of traffic violations - lots - need more police on MAIN busy streets giving out tickets for failure to yield, stop lights, cutting people off - lots of rude driving.

Get investigators that can deduce and do more than say sorry. Do you know how to lift finger prints? Quit chasing the bar sceen looking for money makers (DUI) and speed traps and patrol neighborhoods and protect citizens.

Have moved to Sterling this spring

Out of city limits in Highland Road

I think that it is pretty sad that we have sex offenders living in this town and they have more rights than we do because I know of one and he lies about being around kids under 18 and nothing is done. They should be watched.

People call with concerns of drugs in the neighborhood and our community and SPD and other law inforcement know it is going on but the issue is not being resolved. When it is brought to attention law enforcement acts like it is no big deal. People will and are taking matters into there own hands. People in Sterling will be there "own" law.

Spend less time on minor traffic. More time on major crimes. Assaults, drugs, family violence, burglary, theft. I feel the police spend to much time ticketing to add to city revenue

It seems like there are bigger issues in this town that deserve more attention than the multitude of DUIs. Stop picking the low hanging fruit.

Too many police cars. Does each officer really need a city car parked outside his/her home?

Your officers are so kind and helpful. I truly don't know of any other community that has such an honorable group of personal. You should feel very proud of them and compensate them for their integrity and hard work.

I think the Sterling Police and or sherrifs department needs to be investigated and cleaned up or out and need to meet the needs of the citizens more and maybe there wouldn't be as many young people dying or drugs and any other crimes. Need to get honest good cops in here instead of racist crooked cops that don't give a damn about people & only about meeting their quota for that day or month.

More communication to public re' special programs

I believe all of us working together can make a difference. We need to look our for one another. I know that our police dept can only do so much, but I'm grateful for what you do.

RE #14 From my observation drugs and drinking are above average issues for our town in relation to other towns similar in size to ours. These impact families, our quality of living, etc. Ideally, it would be wonderful to rid the drug traffic in this town. How can we motivate people to a better life? How can we stop young people (teens/early 20s) from going down this destructive path?

My grandson had a big John Deere tractor destroyed by breaking the glass and pounding it to a degree. They aren't sure it can be repaired. Police checked it out- hauled it in to John Deere, but nothing has changed - in over a month Also bailer was damaged.

Reporting of crime trends: types of/locations on SPD website.

Traffic engineering, Flow of vehicles and trucks, would solve most traffic issues, especially from ???? Down 6

Any ways that the SPD puts a positive face and interaction between community, especially youth, makes an impact. Then the community can see them as people, even though they hold position of power. It builds trust. Being able to trust law enforcement matters.

I think something needs to be done about the drug situation in our community! It's bad when we are #1 in the state(per capita)!! Get our drug enforcement back!!!

1- Young people between the ages 14-18 are seen late on weekends on our street drunk or working to get there. Because their parents are "well known" nothing is done! 2 - Vandalism - being on a corner seems to make us more of a target. Theft of alarm sign, paint balls shot at our house, rocks - lg - busting out car windows if park in front on street. This list is endless - again - because of family connections, nothing is done.

There are a couple people that were unfriendly when I call Sterling Dispatch - Felt as though I am bothering them with my concern.

I appreciate the men and women who are committed to keeping our city safe. Thank you!

To me I believe we have a good department

Increase the pay for the officers

Suggest you make up a flyer on all your community projects and leave one at each house.

Actually I'm concerned about all the issues.

Too many patrol cars setting in front of homes. Get on the streets or park cars at the municipal sheds

Having police officers go to schools to talk to kids and answer their questions (regularly) would be a good thing.

My main concern is police retention, only 2 police officers a shift is not enough. When some thing happens I want police there fast. I don't want them overworked and have the potential for a mistake.

Officers are not friendly. They don't wave or appear to want to be part of our community.

Some of your officers are real bad guys, 90 percent are good the other 10 per cent stink. Get rid of the cops who act like Hitlers Nazi! Officer ****** or ******* no good.

Well satisfied living in Sterling

EXPLORERS POST #322

The Explorer's Program has been in effect with the City of Sterling Police Department for 23 years, beginning in 1989. The Post has ten members ranging in age from 15 to 20 years old. Officer James Rank was the Post Advisor in 2012 with Officers Jeff Harris and Nick Hrycaj serving as Associate Advisors. Major Tyson Kerr remained the Committee Chairman. The ten Explorers are Veronica Abeyta, Dustin Troy, Trenton Negley, Blake Clary, Allysson Montgomery, James Carr, Tanner James, Emily Rutherford, Bill Williamson-Long, and Jose Herrera. All advisors work voluntarily with the Explorers on various projects, such as fingerprinting children, security projects, fund raisers, and aiding with traffic control at many community events.

The Explorers, in either their distinguishing gray polo shirts and black BDU pants, or the blue uniforms as pictured, were very visible at many 2012 Sterling events, to include the Logan County Fair Parade, Blue Santa, and the Bicycle Rodeo, fingerprinting the public, bike registration, and security at Sugar Beet Days. The Explorers participated in numerous Ride-A-Longs with the officers. The Explorers were valuable assets in assisting with practical trainings with new officers in the FTO Program in 2012. During these functions, the Explorers provide a valuable assist with many tasks for the officer to whom they are assigned. Explorers are pictured at the left helping with the fingerprinting of children during 2012's Blue Santa event.

Law Enforcement Exploring is a work site-based program for young men and women who have completed the eighth grade and are 14-15 years of age, but have not yet reached their 21st birthday. Law Enforcement Explorer Posts help youth to gain insight into a variety of programs that offer hands-on career activities. For young men and women who are interested in careers in the field of law enforcement, Exploring offers experiential learning with lots of fun-filled, hands-on activities that promote the growth and development of adolescent youth.

In 2012, members of the Explorer's Post attended the Annual LEEPAAC (National Law Enforcement Explorer's Conference) in Denver, Colorado on the campus of the Johnson/ Wales University, and were a very successful team. In Team Competition, Explorer Jose Herrera's team took 2nd Place in "Downed Officer Rescue", as well as 4th Place in "High Risk Traffic Stops". Explorer Blake Clary's team took 2nd Place in "High Risk Entry", and also Tanner James' team placed 5th in the "High Risk Entry" competition. Explorer Bill Williamson-Long took 3rd place in the category of Constitutional Law."

Many former Explorers of the Sterling Police Department's program are currently working in agencies which include the Fort Morgan Police Department, Logan County Sheriff's Office, the Colorado State Patrol, and the Sterling Police Department.

NEIGHBORHOOD WATCH PROGRAM

Crime vigilance continues to be a high priority for the Sterling Police Department, and is strongly encouraged as well among citizens. Evidence of this goal is seen in the very prominent street signs posted in areas of Sterling showing that the posted block is a member of the Neighborhood (NH) Watch Program. Most areas are one block, and each block has a block captain. Each block is required to have two meetings per year. The responsibilities of the "neighbors" who watch for crime in their area are to contact the police department, and not attempt to handle the situation on their own. Sergeant Warren Sica was assigned in December of 2006 to coordinate and oversee the development of the NH Watch program into more sectors, as well as developing active participation by neighborhood watch participants.

There are 18 Neighborhood Watch Sectors in the City of Sterling. Blocks/Sectors have been established at the Northeastern Junior College residence Halls: Guenzi, Reed and Breidenbach Halls, Williams, Poole, Dowis and "Herbie" (Herboldshiemer) Halls. In 2011, Sergeant Sica expanded block areas to include three more in the area of Jay Drive and Lark Lane, (see photo to right) making a total of 18 blocks in the city.

Sergeant Sica has approached MacGregor and MacLaren Houses in Brigadoon Village about becoming neighborhood sectors. As the program broadened in 2012 to fulfill its' mission of community crime surveillance, the need to involve more assistance became apparent. With that said, Sergeant Sica approached the advisors to the department's Explorer's Post #322 for recommendations from the Explorer's roster to assist in the program's operation, and a decision is pending regarding their involvement.

Sergeant Sica has continued in 2012 with his quest to add more sectors in the city. In June of 2012, the Department of Parks, Library and Recreation invited Sergeant Sica to give an overview of the Neighborhood Watch Program at their "Twilight Tuesdays" outdoor movie showings. Before each of the four June movie dates began showing, Sergeant Sica spoke to the group about the program. He appeared at Wisdom (50), Prairie (200), Pioneer (400) and Columbine Parks (350), and reached a total of 1,000 community members with his message. Sergeant Sica is pictured at Pioneer Park.

POLICE CHAPLAINCY PROGRAM

In 2012, the volunteer chaplaincy program of the Sterling Police Department had been in place for one year and nine months. The program was established with the premise of providing a beneficial resource to department employees and their families. The goal of the program was to bring comfort to those in need, regardless of the theological persuasion of those being assisted. While the chaplain possesses no law enforcement authority, he provides a strong assist to officers in making injury or death notifications to family or others affected, and serving in any situation where officers deem the services of a chaplain beneficial.

The volunteer chaplain appointed by the Chief of Police, after meeting the criteria put forth by the Police Chaplain Program policy, was Chaplain Jared Sonnenberg. He is a licensed minister in an officially recognized denomination. He began his duties on March 14, 2011. He is pictured giving the invocation at the Farewell Reception for Officer Jaime Kiefer on August 10th, 2012 at the Library's Community Room.

KOPS 'N KIDS

The Kops 'N Kids Program continues to be a very popular program with the young citizenry of Sterling, and is requested from schools on a regular basis. The program has been in place since 1993, or 19 years. Once a month officers go to the elementary schools of Ayers, Campbell and St Anthony's and meet with children and visit about a variety of subjects, such as Stranger-Danger, Bullying, Respect for Others, Police Officers as a friend, Theft/Shoplifting, Vandalism, Drugs, Bicycle Safety and Weapon Safety. The officers present these subjects on a communication level suitable for the early elementary grades.

Officers who conducted the monthly programs in 2012 were Jaime Kiefer, James Rank, Kent Keller, Nick Hrycaj, Jim Coleman, and Sergeant Warren Sica. Their classes typically last thirty minutes each and they reach more than 600 students per month during the nine month school year; creating approximately 5,400 times a youth contact was made throughout 2012. In addition to officer presentations, Youth Services Coordinator Virgie Nelson gives classes for the elementary students.

Sergeant Sica is pictured to the right with St Anthony elementary students after a Kops 'N Kids class on September 19, 2012.

AWARDS AND COMMENDATIONS - 2012

In March of 1999, an Awards and Commendations Committee was authorized and formed from the staff of the Sterling Police Department. The chairperson of the Awards Committee is Virgie Nelson, Youth Services Coordinator. Others serving are: Detective James Coleman; Lila Koch, Administrative Secretary; Shari Bollish, Records Clerk; Sergeant Scott Annable, and Officer Tom Law.

To be eligible for an award, an employee or an individual or community organization must meet the criteria for the award as set forth in General Order #10 of the Operations Manual of the Sterling Police Department. The purpose of this committee is to recognize staff members and citizens for exemplary conduct and outstanding performance for the Sterling Police Department. Awards that can be given, with the approval of the Chief of Police, are the Medal of Honor, the Purple Heart, the Life Saving Award, Police Employee of the Year, the Chief's Commendation,

the Community Service Award, Years of Service Award, the Youth Award, and the Safe Driving Award. Award recipients are nominated by any member of the police staff, submitted to the committee for approval, and then on for final approval by the Chief of Police. The recipients will be recognized and presented with their award at a police ceremony in the spring of 2013.

The 2012 Sterling Police Department Award recipients are:

2012 Employee of the Year
Sergeant Scott Annable

Life Saving Award
Sergeant Scott Annable

Purple Heart Award
Sergeant Warren Sica

Safe Driving Award: **Major Richard Kelsch** (Ten years without an accident)

2012 Chief's Commendations: **Detective James Coleman**
Officer James Rank

2012 Community Service Award: **Thomas Vaughn**

2012 YEARS OF SERVICE AWARDS:

Sergeant Bradley McMahon

35 Years of Service

Sergeant Billy Dolan

20 Years of Service

Officer Jaime Kiefer

10 Years of Service

Officer Jeff Harris
5 Years of Service

Officer James Rank
5 Years of Service

TACTICAL APPREHENSION AND CONTROL TEAM

The T.A.C. team of the Sterling Police Department is made up of eight Sterling Police Officers and two TEM's (Tactical Emergency Medics)

from the Sterling Fire Department. The team was down one member at the beginning of 2012 and lost two more Tactical Team members throughout the remainder of the year, as a result of the resignation of Officers Jaime Kiefer and Sean McDonald.

Officer Hrycaj and Officer Gustafson were selected to the team to replace two of the three open positions. At the end of 2012, the T.A.C. team had one remaining open position.

Those members participating on the team in 2012 were Sergeants Ronda Taylor and Warren Sica, Officers James Rank, Thomas Law, Roy Burk, David Gustafson and Nick Hrycaj. The team is led by Team Leader Sergeant Ronda Taylor and Assistant Team Leader Officer James Rank, under the direction of Tactical Commander, Major Tyson Kerr.

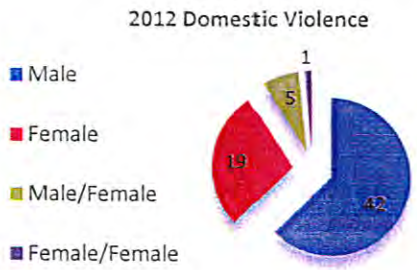
The T.A.C. Team is available and ready for any high risk incident that would require their deployment. The T.A.C. Team was activated on two occasions in 2012. In addition to being available for high risk incidents, the team did offer advice throughout the year to officers in regards to adverse situations, but did not require team activation.

Training continues to be a high priority for the T.A.C. Team. The T.A.C. Team trains monthly and during this past year the training covered chemical munitions, specialty impact munitions, rifle and handgun training, decisional shooting, distraction devices, and building search tactics. Pictured to the left are two members of the T.A.C. Team during a training exercise.

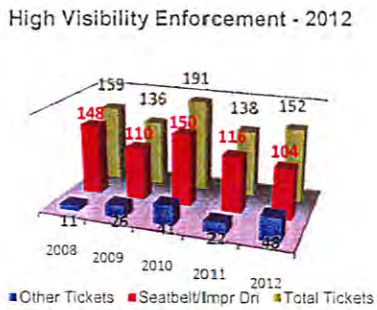
DOMESTIC VIOLENCE

The Sterling Police Department follows a zero-tolerance standard regarding domestic violence, as required by state statute and the policies of our district attorney. Upon establishment of probable cause, suspects in domestic violence-related offenses are arrested, charged with the appropriate criminal offense, and held in custody at the Logan County Justice/Detention Center until the required court advisement and setting of bond. The most common charges in these cases are assaults and harassment. Officers work closely with the Logan County Victim's Advocate and Help for Abused Partners in providing guidance and support for victims of domestic violence.

During 2012, officers responded to 139 Calls for Service involving some kind of domestic problem, and compared to 154 Calls in 2011, this equates to an 11 percent decrease, or 15 less calls. Of these 139 Calls, 78 resulted in cases with 42 male arrests and 19 female arrests. There were five cases where both male and female were arrested. This information is shown graphically to the right. There was one case where two females were arrested. Seven cases occurred which were unfounded or exceptionally cleared, and one case where the file was sealed. Three cases remained open at the end of 2012.



HIGH VISIBILITY ENFORCEMENT WAVES



In 2012, the Sterling Police Department, in conjunction with the Colorado Department of Transportation (CDOT), conducted two "waves" of seatbelt enforcement, in which additional officers were put on the streets through funding made available by CDOT. The first wave was conducted in April and the second was conducted at the end of May and first part of June. Officers logged a total of 28 hours during the February wave, issuing 38 tickets pertaining to seatbelt violations. Officers logged in a total of 50 hours committed solely to seatbelt enforcement during the second wave. During this wave, 44 tickets were issued pertaining to seatbelt violations, which included child restraint violations.

During 2012, the Sterling Police Department, in conjunction with the Colorado Department of Transportation (CDOT) conducted a series of "waves" of High Visibility Impaired Driving Enforcement. As with the seatbelt enforcement "wave", additional officers were put on the street through funding made available by CDOT to enforce impaired driving. Officers logged a total of 161 hours committed to DUI enforcement during times such as: St. Patrick's Day, Prom, Memorial Day, 4th of July, Labor Day, Halloween, Thanksgiving, Holiday Parties, and New Year's Eve.

During waves, officers often encounter other charges other than a Seatbelt violation or a DUI violation. Charges for speeding, a suspended license, a traffic control device, for example, numbered 48 charges, making a total of 152 charges for all 2012 special enforcement waves.

CALLS FOR SERVICE

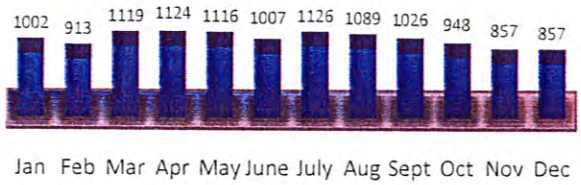
A Call for Service (CFS) is entered into the computer system by the dispatch staff each time the police department receives a telephone call or other communication requesting police services. In addition, a CFS is generated each time a patrol officer initiates some type of activity such as a traffic contact. This keeps the dispatcher updated on officer activity and availability, using the "CAD" or the computer-aided dispatch system. Each CFS includes an identifying case number, the officer or officers involved, location, the time the call was received, time dispatched, time of officer arrival, and time of completion, as well as a brief synopsis of the action taken. Compiled, this can be called a modern day version of the traditional police "blotter" and serves as a general measure of police activity. The basic CFS report is supplemented by additional reports when the activity goes beyond a basic call for service. In 2012, the department received 12,148 Calls for Service, a four percent increase or 480 calls more than the 11,668 calls logged in 2011, and of the 2012 calls, 3,721 were officer-initiated, and 8,463 were citizen-initiated. The above graph compares the monthly Call for Service count over a five year time span.

A five year monthly comparative of Calls for Service for the Sterling Police Department is presented in the following table. It is interesting to note the seasonal variations and weather variances that can dictate citizen need, as well as community activities that are occurring.

CALLS FOR SERVICE – 5 YEAR MONTHLY COMPARATIVE

Year	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Mo Avg
2008	1248	1455	1565	1628	1735	1432	1584	1476	1399	1277	1287	1106	1433
2009	1232	1131	1241	1167	1456	1160	1276	1296	1343	1206	1143	946	1221
2010	1190	1074	1243	1089	1255	1041	1176	1368	1241	1014	956	905	1129

2012 CFS Monthly Comparative

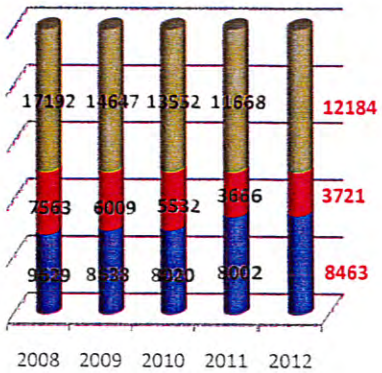


2011	823	811	1024	989	989	990	970	1115	1005	998	930	1024	972
2012	1002	913	1119	1124	1116	1007	1126	1089	1026	948	857	857	1015

CFS - OFFICER INITIATED VS. CITIZENS INITIATED

It is important to note that the category of Officer Contact or Officer Initiated Calls is the largest number with 3,721, which demonstrates the level of pro-active efforts of the officers. This number represents 30 percent of all Calls received. A five year comparative graph is pictured demonstrating the number of officer-initiated to citizen-initiated against the total CFS Count. The table below notes the categories of calls received and how many in each category in 2012.

2012 Officer vs Citizen Initiated



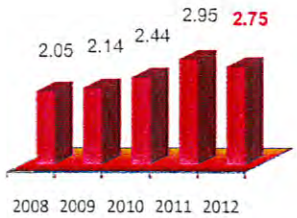
Category	Number	Category	Number
ACCI	13	Accident No Injury	2
Alarm Burglary	2	Alarm Fire	9
Ambulance	95	Domestic Violence	2
Fire	50	Hazardous Conditions	4
Sex Offense	1	Abandoned Vehicle	43
Accident Injury	30	Accident Non Injury	240
Accident Other	4	Alarm Burg	248
911U	203	Alarm Other	21
Ambulance Transport	5	Ambulance Assist	66
Animal Bite	8	Animal	47
Assault	59	Assist Other Agency	210
Assist Other	21	Attempt LO	3
Bar Check	6	Burglary	142
Child Abuse	70	Check/Fraud	4

Citizen Complaint	44	City	12
Civil Procedure	47	Civil Situation	280
Cont Burn	15	Concealed Weapon	1
Coop Assist	29	Crime Stop	21
Criminal H	9	Deliver Message	252
Disturbed/Mental	124	Drunk/Disturb	485
DOC Transport	10	Domestic	139
Driving	232	Drugs	78
Error	80	Escort Funeral	51
Escort-Other	12	Extra Patrol	50
Fingerprinting	211	Fire/Hazmat	6
Forgery	1	Fraud/Mail	105
Harass/Threaten	324	Hazardous Conditions	24
House-Check	8	Intr	36
Obstructing Judicial	57	Kidnapping	2
Kid Trouble	31	Liquor Law	72
Lost/Found	250	Missing/Runaway	67
Muni Code Violation	41	No Acc Res	97
No Animal	1	Neighbor	19
No 911	1	Officer Contact	3,721
Open Door	35	Parking	184
Prowler	30	Public Relations	199
Repossession	38	Robbery	3
School Patrol	393	Sex Offender	47
Sex Registration	253	Stolen Property	6
Stolen Vehicle	23	Suspicious	503
Test	1	Theft	482
Trespass	130	Traffic Control	3
Traffic Hazard	84	Vandalism	248
Vehicle Unlock	2	VIN Check	88
Wants/Warrant	119	Weapon Violation	44
Weather	4	Welfare Check	213
911C	399		
Total CFS:	**12,184**		

AVERAGE RESPONSE TIME

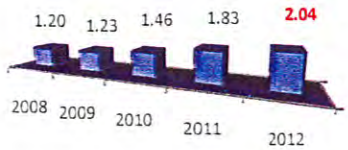
One of the standard statistics that most police departments in the nation generate and report about on an annual basis is the Average Response Time of an officer responding to a Call for Service. The average response time is a measure of the officer's performance. There are many ways of categorizing the Average Response Time, such as response time from the time the Communications Center receives the call to the time of arrival of the officer, or the time the officer gets the call from a dispatcher to his time of arrival. The category most often quoted in reports is the response time of an officer from the time of dispatching until the time of arrival on the scene. This criterion is used in the two graphical representations. This response time category can be applied to the overall call, such as the calls of a general, routine nature, or more specifically, the E-911 call, the call of an emergency nature.

It is interesting to note that the five year average response time for the overall response time is at 1.55 minutes per call, with the E911 response time at 2.46 minutes per call.



E911 Response Time

The Sterling Police Department is proud to present such response times on the five-year comparative graphs to each side.



Overall Response Time

OFFICER'S TIME USE STATISTICS – 2012

The following is an analysis of time during 2012 that officers used to complete various categorized tasks and is shown in the tables noted below. The statistics are gathered from a Daily Activity Record completed daily by the on-duty officer and recorded on a monthly basis to each officer's spreadsheet. In turn, those statistics are compiled and shown in the following tables. The numbers can show the emphasis of activity in a given area, such as criminal investigations, and can be compared with the number of cases cleared, or a clearance rate. Overall, the numbers contribute to quality control in all activity areas, as they can indicate where an activity emphasis may need to be adjusted to meet needs within the department.

A synopsis of time use expended is included on each officer's yearly performance evaluation. This time use not only shows the evaluating supervisor where the officer is concentrating efforts, but may also be used to determine future goals for the officer, and measurement of the same in his/her job performance. It is interesting to note that Patrol Activity again represents the largest time use category during 2012, at 12,059 hours, and compared to 13,198 hours in 2011, this is a decrease of 1,139 hours, or nine percent. The smallest time use was experienced in the Transport Category at one hour. Time use is actual hours worked by an officer, and does not include paid time off.

TIME USE STATISTICS – 2012 Percentage of the Whole

Category	Time Expended (Hours)	Percentage of Whole
Dispatch	0	0
Report Writing	5267	16.81
Administration	2389	7.63
Training/Education	2396	7.65
Community Relations	246	0.79
Maintenance of Squad Car	158	0.50
Meal Break	1386	4.42
Court Activity	168	0.54
Code Enforcement	10	0.03
Criminal Investigations	5199	16.60
Non-Criminal Investigations	3231	10.31
Traffic Activity	994	3.17
Patrol Activity	12059	38.50
Assists/Citizen – Agency	652	2.08
Transport	1	0.00
All Other	359	1.15
Total hours expended	**34,515**	**110.19**

TIME USE STATISTICS – 2 Year Comparative

Category	2011 Hours	2012Hours	Percentage/Difference
Dispatch	0	0	0.00
Report Writing	4855	5267	7.82
Administration	2115	2389	11.47
Training/Education	3328	2396	-38.90
Community Relations	244	246	0.81
Maintenance of Squad Car	224	158	-41.77
Meal Break	1553	1386	-11.98
Court Activity	131	168	22.02
Code Enforcement	6	10	40.00
Criminal Investigations	4642	5199	10.73
Non-criminal Investigations	3052	3231	5.54
Traffic Activity	1059	994	-6.54
Patrol Activity	13198	12059	-9.45
Assists/Citizen – Agency	506	652	22.39
Transport	6	1	-500.00
All Other	170	359	52.65
Total Hours Expended	**35,089**	**34,515**	**-1.66**

CONCLUSION

The Sterling Police Department is an important and active component of the Sterling community, and as such, it works in partnership with the community to ensure a high quality of life for all. Our efforts to reach out in collaboration to provide public safety leadership and security to citizens appear to be successful. We hope this 2012 Annual Report clearly demonstrates the dedicated efforts of SPD staff during the year. As a department, we commit to diligently continuing our efforts to make Sterling a safe and desirable place to raise a family.

Booker T. Washington once said, "Success is to be measured, not so much by the position that one has reached in life as by the obstacles which he has overcome." By the measure of that statement, the Sterling Police Department, most assuredly was successful in 2012. We look forward to proudly serving this community in 2013 with the same professionalism and dedication.

STERLING FIRE DEPARTMENT

"Perfection is not attainable, but if we chase perfection we can catch excellence" ~ Vince Lombardi

2012 ANNUAL REPORT

Letter from the Fire Chief

It is my distinct pleasure to present the Sterling Fire Department's 2012 Annual Report, highlighting the year's activities and achievements. Maintaining our vision, our mission and our goals continue to be the motivation for moving the department forward.

We are on a journey toward excellence, and 2012 was full of great opportunities, changes and challenges for us.

The Sterling Fire Department is dedicated to making our community a safe place to live, work, and visit.

As a department, we are honored to serve our citizens and guests.

"***We are dedicated to providing the community progressive, high quality emergency and preventive services.***"

As always, be safe!

Respectfully,

Kurt Vogel

Kurt Vogel

Our Vision:

We have the honor, privilege and responsibility to serve our community.
We will always provide fire and medical services selflessly to those in need.
We will use innovative technology and ideas to continually improve the quality of life to those we serve.
We will continually measure ourselves as a team and individually to assure we are constantly striving for excellence.

Our Mission: Prevent, Protect, Provide and Prepare

We will initiate prevention programs to **Prevent** fires, suffering, injury, accidents, death, disease, sudden illness and other disasters.
We will quickly and selflessly **Protect** the residents and visitors every second of everyday in their time of need with the most qualified team of compassionate emergency professionals.
We will constantly **Provide** an unsurpassed level of professional care during every emergency and non-emergency service provided.
We will **Prepare** by maintaining the highest of training standards, conducting building preplanning, and identifying risk and trends in order to make our community a safer place to live.

Sterling Fire Department Two-Year Goals

We are on a journey toward Fire and EMS excellence!

- Develop Wellness and Fitness programs
- Increase safety through SOPs and training Resident feedback – online survey
- Improve organization efficiencies through improved planning, prioritization and recognition of unique roles of our Department to maximize uses of resources
- Develop and maintain urban interface Wildland fire plan CWPP, work with the State Forestry Service, Fire wise program, Sheriff, OEM, and Logan County Fire Districts Standard Operating Procedures – living document
- Survey personnel/Seek input from members – online survey
- General knowledge testing – SOPs, medical, firefighter, and streets
- Assist all members with setting professional and personal goals with effective expectations for all personnel
- Continue to enhance relationships with neighboring jurisdictions and agencies
- Enhance communications within our department and with other agencies-Attend meetings throughout Logan County, work with the area Fire districts, SRMC, NJC, all State agencies, CSP, etc.
- Cost Efficiency-Smart budgeting, Grants -Use all our resources responsibly, from paper to our people. Plan for future projects and needs, make sure we are getting the best price
- Promote Pride and Ownership within the department
- Evaluate goals and objectives quarterly
- Accreditation – continue to work on our self assessment, this will help us realize issues we need to look at changing
- Risk reduction - an all Hazard approach to make our community safer by Identifying trends and risks that are unique to our area, beyond fire prevention-including Building Preplans and update our Preplans on a yearly basis - 20% complete
- Reduce the number of human fatalities and injuries and the amount of property damage in our community
- Identify all high-risk occupancies/areas and assign the startup or update of pre-incident plans
- Provide continual Education programs
- Officer Development Personal training
- National Fire Academy – online, off campus or on campus
- Firefighter I and II Academy

- ISO documentation (training hours, pre-planning, business inspections)
- Conduct time-based performance evolutions (water supply, hose placement, ladders, ropes, etc.)
- Enhance our Volunteer program through Volunteer recruitment
- Training – all types of training
- Grants – continue to look at all opportunities
- Firefighter Recruitment/Retention
- Safety on the 16 Initiatives- Maintain focus on these initiatives

<u>With the addition of our EMS responsibilities we have added the following goals:</u>

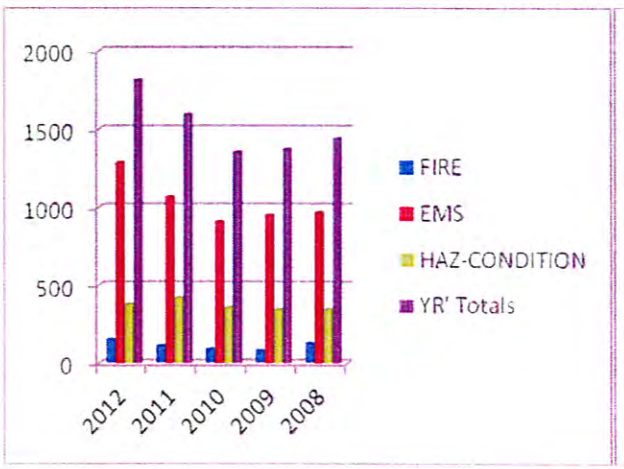
- Initiated county wide Medical protocols
- Initiated countywide certification accountability
- Planning, development, and implementation of policies and programs for EMS
- Identifying and developing short and long-range goals
- Evaluating, planning and developing the EMS budget
- Leading, supervising and directing part-time EMS employees, along with mentoring all assigned personnel
- Developing strategic plans for the department to meet community's needs in the future
- Liaison for Volunteer Fire Departments and dispatch
- Continued Quality Control and Continued Quality Assurance for EMS countywide
- EMS countywide training
- Initiated countywide firefighter rehab policy for our EMS crews and fire districts
- Work with our Medical Director in the development of medical protocols and narcotic security policies
- Liaison with the 19 receiving hospitals for our inter facility transports
- Maintaining a close working relationship with SRMC and all the local healthcare facilities
- Risk Reduction and Prevention activities for EMS
- Working with the billing company on a continuous bases
- All the above are ongoing to insure we maintain a progressive and forward moving EMS system

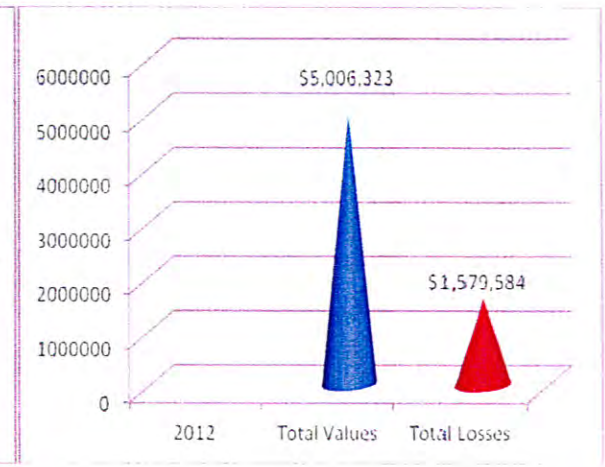
Request for Service

Increase of 219 calls from the previous year, Sterling Fire Department responded to 1,813 requests for assistance during 2012. Chart break down on calls.

CITY and RURAL CALLS
151 Fires
1,283 EMS
379 Hazardous Conditions (No Fire)
Haz-Conditions includes: Service Calls
Good Intent Calls
False Alarms & False Calls
Severe Weather & Natural Disasters
Total 1,813

We provide basic and advanced life support on medical responses. We responded to 1,283 medical calls for service compared to 1048 in 2011. An increase of 219 in EMS calls.





CITY & RURAL CALLS

	FIRE	*EMS*	*HAZ-CONDITION*	*YR' Totals*
2012	151	1283	379	1813
2011	110	1064	420	1594
2010	90	906	357	1353
2009	80	948	344	1372
2008	127	966	346	1439

Station and Equipment

The Sterling Fire Station built in 1974, is located at 410 North 5th Street and serves as the department headquarters and administrative office. The meeting room was upgraded to an exercise wellness facility during 2011 for staff members. The upstairs contains the living quarters for the firefighters while they are on duty.

Our average emergency response time (time of dispatch to time on scene of the incident) during 2012 was five (5) minutes and ten (10) seconds for the average city time. Twelve (12) minutes was the average rural response with an overall average time of eight (8) minutes and six (6) seconds.

The department maintains a fleet that consists of the following equipment housed at this location:

Fire 10 – Capable of multi-radio Incident command system response.
Fire 11 – Transport trailers/personnel to incidents as needed.
Engines 11 & 12 – Class A engines equipped for major fire and medical response.

Squads 13 & 14 –Type 6 Wild land engines.
Engine 104 – An urban-interface engine.
Tender 15 and Engine 16 – Combined water tender capacity of 4360 gallons as well as Engine 16 having true engine capabilities
Rescue 17–Advanced rescue and medical unit.

Tower 18 – 100 ft elevated platform.
Service 19 – Hazmat and rescue support vehicle
Decontamination Trailer – Used to transport mass "Decon" shelter.

Special Rescue Trailer – Used to stage trench and high angle rescue equipment
Mass Casualty Trailer – Used for storage and transport of mass casualty equipment.

On September 15th, 2011 we began Ambulance services for Logan County. This increased our personnel and our equipment.
SFD acquired a total of 5 Med Units – Used for Advanced Life Support (ALS) response and transports.

The SFD Emergency Medical service was a success in 2012 according to Fire Chief Vogel.

Sterling Fire responds to a wide variety of emergencies and maintains a diverse fleet of apparatus to support this demand. The response vehicles are required to respond to structure fires, car fires, wild land fires, auto accidents, advanced rescue incidents, hazardous materials releases and medical emergencies. One vehicle cannot be expected to provide the appropriate response for such a wide array of incident demands.

Sterling Fire Department training center is located at 103 Sugar Mill Road and consist of a three story tower with burn room, elevator shaft and tie downs for repelling training. It includes a separate class room that is utilized by the department along with the Northeastern Junior College Fire Academy, area fire departments and local law enforcement for training purposes.

STERLING FIRE PERSONNEL

Cody Howell officially swears in as the Sterling Fire Department's newest captain. Though he's been acting in that role since March, his family still came en masse to congratulate him after the ceremony.

Sierra Green smiles as she receives her badge. She and Travis Wiebers, left, were sworn in as the Sterling Fire Department's newest firefighters on Tuesday, October 30th in the Sterling Council Chambers.

March through October we hired 5 additional Firefighters to name a few above. The Sterling Fire Department has a total of twenty-two career firefighters, fifteen volunteer firefighters, six part-time EMS, and one secretary.

Services are delivered by three shifts and each shift is assigned a Captain (the shift commander), a Lead Engineer, and five Fire Engineers per shift and fifteen volunteer firefighters. All volunteers are required to attend the firefighter academy held as a cooperative effort between our department and Northeastern Junior College.

The Fire station is staffed 24-hours a day, 7 days a week, and 365 days a year. Each shift works a 48/96 schedule which consists of working two consecutive 24 hour shift (48 hours) followed by 4-days off (96 hours).

TRAINING

Today, fire departments have become an "All Hazards" agency for any new threat or problem. This training has become more standardized and consistent as firefighters and departments pursue certification as a Firefighter I and beyond.

Emergency Medical Services, hazardous materials, high and low angle rescue, confined space, swift water and underwater emergencies, and various forms of potential terrorist attacks have all been added to the portfolio of the fire service. These haven't eliminated

the original purpose for which fire departments were established, namely fighting fires, nor the importance of training for the namesake mission.

ISO has set the following minimum training per member-Company/Station Training-20 hours per month. Single Company Drill- 8 times per year, 3 hours each. Multi-company Drill- 4 times per year, 3 hours each. Driver Training-16 hours per driver per year. Night drill- 2 per year, 3 hours each. Officer Training- 16 hours per Officer per year and Hazardous-Material Training- 4 hours per year. Our goal is to exceed the minimums each year.

Our career staff completed a total of 6,015 training hours. Volunteers 698 hours in 2012.
An increase of 1,953.50 hours over last year.
Our training is conducted by attending classes/courses locally and/or attending outside training. Continuing education and training for the medical field is encouraged and is in conjunction with NJC such as attending Pre-Hospital Trauma Life Support Class, Medical Protocols and courses on pediatric education.

Additional specialty training classes for all personnel in addition to Fire Suppression/Emergency Medical refresher classes: Splinting & Rehabilitation, Hazardous Material, Technical Rescue, Confine Space Rescue, High/Low Angle Rescue, Trench and Building Collapse Rescue and Driver Operator. In 2012 our Department continued On-line training available to all its members for online credit to both career and volunteers through the Fire Emergency Training Network (FETN).

The NJC Fire Academy has been very helpful in retaining interest and providing a highly trained volunteer force. Sterling Fire is always looking for new volunteers to fill our ranks. For those interested in volunteering and becoming a firefighter, please contact us at 970-522-3823.

Career staff completed their Annual physical agility testing. This test consist of a hose drag, simulated forcible entry, hose carry up two flights of stairs, extending a ladder, pulling and maneuvering a charged hose line and a 175 lb dummy drag. Several members attended the Advanced Cardiac Life Support (ACLS) course. Also members attended an Advanced Medical Life Support (AMLS) course in October.

An entry level firefighter is required to be an Emergency Medical Technician-Basic (EMT) upon hire or within the first year of employment. Sterling Fire Department currently has nine Firefighters / three Volunteers who hold ALS (Advanced Life Support) certification, along with one trained and one in training for certification in Tactical Emergency Medical Support (TEMS); these members provide medical support to the Sterling Police Department during SWAT incidents.

Currently all members hold various certifications from the State of Colorado, although these are not mandated. From August to December the Annual SFD/NJC Firefighter I academy began. The majority of the training is done in-house using the Colorado State Division of Fire Safety

Job Performance Standards for Firefighting, Fire Instructor I, Hazardous Materials Operations, Hazardous Materials Technician and Airport Firefighter as a reference.

PREVENTION AND EDUCATION

The Sterling Fire Department is committed to fire prevention through inspections and education programs such as Fire Inspections for all commercial property located within the City limits. Our goal is to identify and correct hazards before they cause an emergency. Our staff performed 448 New Inspections and 283 Re-inspections a total of 731 in 2012.

Fire department staff also inspected all the fire hydrants located on the Municipal water system and some hydrants located on private systems to ensure reliable water sources. 31 hydrants were inspected in 2012, a large decrease from previous years. This was due to shortage of personnel in public works during the summer months. The High Park wildfire, which started June 9, 2012, is the second-largest and second-most destructive fire in Colorado history.

Sterling Fire Department feel it is very important for our community and public relations to stay connected with events, education and various programs listed below:

In October, we participated in the Annual Fire Prevention Week safety programs at the Sterling elementary schools and Logan County area pre-schools. 1,500 students participated. Schools included were the K-5 at St. Anthony's School, Ayres and Campbell School. Preschools were Iliff Head Start, St Anthony, Hagen, Sterling Early Learners, Trinity Pre-School and Children's Corner, Fleming Elementary. Members participated in the Health Fair in March and provided information on Smoke & CO alarms.

Our Fire Prevention Week was ***"Be Rabbit Ready, Know Two Ways Out"***. Annually Sterling Fire checks Citizen's Smoke/Carbon-monoxide detectors. SFD took applications for the Change Your Clock/Change Your Battery program. Members visited 106 homes and changed 256 batteries for 2012. Citizen's donations of $132 were received.

Fire members spoke with 150 children at the NJC Water Festival in May. SFD participated in the Open House for EMS week. NJC's SimMan was a popular feature at the EMS open house at

the Sterling Fire Department Wednesday, May 23, 2012. This educational tool allows students in the medical field to get realistic hands-on experience diagnosing and treating emergency patients.

In April, members involved 500 children from Campbell Elementary to participate in EDITH (Exit Drills In The Home). "Home for the Holidays" program was successful for Thanksgiving and Christmas where senior's travel to their families for the Holidays. Members participated in delivering Christmas baskets for Cooperating Ministry.

Fire members gave an Electrical Fire presentation at the High Plains Lion Club in February. CPR Demonstration was conducted at the Women's Homemakers Club. Members participated in High Plains Expo at Logan county Fairgrounds and spoke with 50 individuals. In December members gave a First Aid Presentation to the Boy/Girl Scouts with 17 children and 5 Adults. Fire Extinguisher Demonstration at Frontier Fabricators was presented. The "I AM RESPONDING" Monitor was installed.

In 2012, 20 station tours were conducted with 200 visitors. We had a total of 12 individuals participate in the Ride-along program to see the performance of how and what our Firefighters operate. Four were HOSA students from their High School.

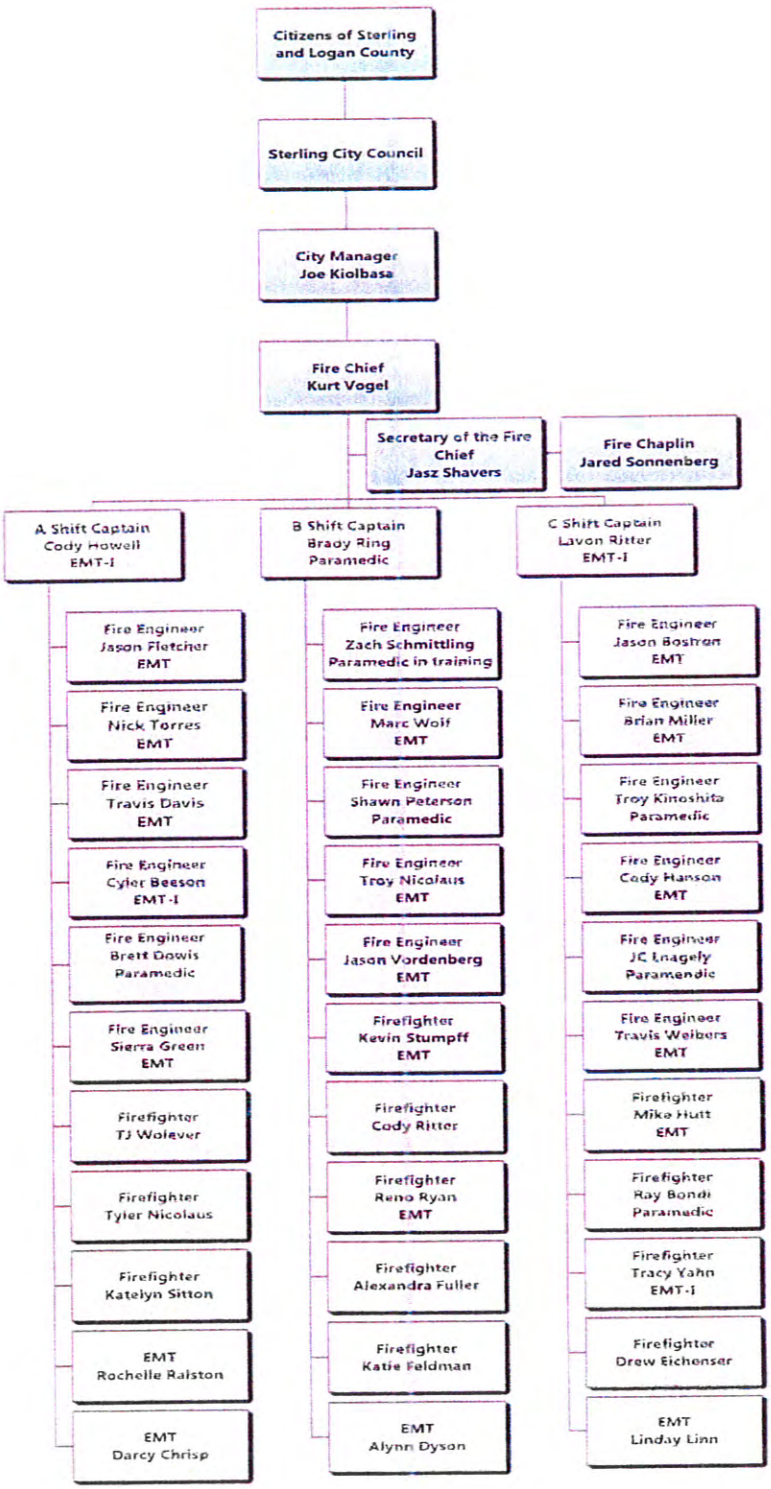
Sterling firefighters collected $2,620.44 during the Labor Day MDA Fill the Boot event. Sterling Firefighters posed for pictures at the Annual Sugar Beet days. Fire member's provided standby assistance for the New Year's Fire Works on December 31, 2012 at Pioneer Park.

On a cold, snowy Wednesday night, a fleet of Sterling Fire Department vehicles pulled up to a Sterling home with Santa leading the way. 9 of our wonderful Sterling Firefighters participated in the Annual Santa program and thoroughly surprised a secret Sterling family with gifts and a ride in the Santa mobile.

ALARM TIME ANALYSIS BY CALLS

Alarm Calls Hour	*Call Count*		*Day of Week Calls per Shift*		*Calls per Month*						
0:00	45		Sunday	Count	Jan	Feb	Mar	Apr	May	June	
1:00	42		A-Shift	101							
2:00	40		B	92	175	154	188	149	147	173	
3:00	30		C	111							
4:00	45			304	July	Aug	Sept	Oct	Nov	Dec	Total
5:00	42		Monday								
6:00	51		A	92	174	192	155	192	157	164	2020
7:00	67		B	116							
8:00	98		C	104							
9:00	104		PT -EMS	1							
				313							
10:00	114		Tuesday								
11:00	115		A	94							
12:00	101		B	81							
13:00	140		C	91							
14:00	132			266							
15:00	112		Wednesday								
16:00	130		A	81							
17:00	121		B	99							
18:00	101		C	110							
19:00	82			290							
20:00	97		Thursday								
21:00	83		A	85							
22:00	71		B	93							
23:00	57		C	94							
				272							
Total	2020		Friday								
			A	103							
			B	115							
			C	110							
				328							
			Saturday								
			A	80							
			B	84							
			C	83							
				247							
			Total	2020							

DESCRIPTION	Dec 2012	Dec 2011	Dec Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
FIRES								
City	5	5		38	38		3	1088%
Rural	5	8	-38%	113	72	57%	4	2874%
Total	10	13	-23%	151	110	37%	90	68%
EMS/RESCUE								
City	101	89	13%	1,105	838	32%	780	42%
Rural	9	30	-70%	178	30	493%	55	221%
Total	110	119	-8%	1,283	868	48%	836	54%
HAZARDOUS CONDITION								
City	13	30	-57%	275	317	-13%	247	11%
Rural	9	11	-18%	104	103	1%	86	20%
Total	22	41	-46%	379	420	-10%	333	14%
TOTAL 911 SERV CALLS								
City	119	124	-4%	1,418	1,193	19%	1,083	31%
Rural	23	49	-53%	395	401	-1%	343	15%
Total	142	173	-18%	1,813	1,594	14%	1,426	27%
AVERAGE RESPONSE TIME								
City	4	4	25%	61	40	54%	51	19%
Rural	10	14	-23%	146	147	-1%	113	29%
Overall	7	9	-13%	104	93	11%	82	26%
GENERAL ALARMS								
Total General Alarms	4	4		84	53	58%	52	61%
Average Number of Firefighters	11	13	-15%	142	141	1%	157	-10%
BUILDING FIRES								
Total Building Fires	2	3	-33%	21	18	17%	22	-4%
Fires Confined to Rm of Origin	0	1	-100%	6	7	-14%	5	11%
TRAINING HOURS								
Career Hours	356	322	11%	6,015	3,884	55%	2,666	126%
Volunteer Hours	17	50	-66%	698	906	-23%	641	9%
Total Hours	373	372	0%	6,713	4,790	40%	3,307	103%
Average Career Hours	23.7	21.4	11%	401	259	55%	178	126%
Average Volunteer Hours	1	4	-66%	58	76	-23%	53	9%
FIRE INSPECTIONS								
New Inspections	22	15	47%	448	452	-1%	459	-2%
Re-Inspections	15	13	15%	283	159	78%	212	33%
Total Inspections	37	28	32%	731	611	20%	671	9%
HYDRANT INSPECTIONS	0	1	-100%	31	205	-85%	266	-88%


Citizens of Sterling and Logan County
Sterling City Council
City Manager Joe Kiolbasa
Fire Chief Kurt Vogel
Secretary of the Fire Chief Jasz Shavers
Fire Chaplin Jared Sonnenberg
A Shift Captain Cody Howell EMT-I
B Shift Captain Brady Ring Paramedic
C Shift Captain Lavon Ritter EMT-I
Fire Engineer Jason Fletcher EMT
Fire Engineer Nick Torres EMT
Fire Engineer Travis Davis EMT
Fire Engineer Cyler Beeson EMT-I
Fire Engineer Brett Dowis Paramedic
Fire Engineer Sierra Green EMT
Firefighter TJ Wolever
Firefighter Tyler Nicolaus
Firefighter Katelyn Sitton
EMT Rochelle Ralston
EMT Darcy Chrisp
Fire Engineer Zach Schmittling Paramedic in training
Fire Engineer Marc Wolf EMT
Fire Engineer Shawn Peterson Paramedic
Fire Engineer Troy Nicolaus EMT
Fire Engineer Jason Vordenberg EMT
Firefighter Kevin Stumpff EMT
Firefighter Cody Ritter
Firefighter Reno Ryan EMT
Firefighter Alexandra Fuller
Firefighter Katie Feldman
EMT Alynn Dyson
Fire Engineer Jason Bostron EMT
Fire Engineer Brian Miller EMT
Fire Engineer Troy Kinoshita Paramedic
Fire Engineer Cody Hanson EMT
Fire Engineer JC Lnagely Paramendic
Fire Engineer Travis Weibers EMT
Firefighter Mike Hutt EMT
Firefighter Ray Bondi Paramedic
Firefighter Tracy Yahn EMT-I
Firefighter Drew Eichenser
EMT Lindsy Linn

Thank you for taking the time to review our annual report. If you have any questions or concerns please contact me at 970-522-3823 extension 5262 or by e-mail at kvogel@sterlingcolo.com.

DEPARTMENT OF PARKS, LIBRARY AND RECREATION

2012 ANNUAL REPORT

In 2012 the Parks, Library and Recreation Department strived to improve the management and performance of our various Divisions by working on Policy, Procedures and operations of the PLR Department as a whole.

The Parks, Library and Recreation Board spent the year assisting in the wording, writing and adoption of policies for the Library and Museum. Many issues were addressed in the adopted policies which will direct staff in the daily operations and management of their divisions. One policy which was difficult and time consuming was the use of alcohol at the Overland Trail Museum High Plains Education Center. After much seeking of input and debating intent and wording, the policy was approved by the unanimous vote by the board. This particular policy must be sent to the City Council for approval and adoption since it will require a code change. This will take place in early 2013.

The Parks, Cemetery and Forestry Division underwent changes in leadership in 2012. In April, Superintendent David Applehans submitted his resignation to the City. A search was launched to find a new PCF Superintendent. There were many applicants for the job from a variety of western states. Following a series of phone interviews and in person interviews, a new Superintendent was hired in August. The PCF's Maintenance III Wade Gandee was hired to take over the leadership of the division. A special thanks goes to Wade Gandee and Shawn Rewoldt who stepped forward to make the department function well in the interim period. They both assisted with daily operations, purchasing, interviewing and hiring, as well as the 2013 budget preparation. Since August, Wade has led the PCF Division in completing the years' projects prior to December 31, 2012. This was quite a challenge as the Division was understaffed due to illness, injuries and resignations. Mr. Gandee has proven to be the right choice for the position with his professionalism and leadership.

This year the Overland Trail Museum and the Sterling Public Library were challenged by the demands of the community and organizations for the use of meeting space. Many different types of organizations have signed up for the use of the meeting rooms at both locations. The Recreation Center has also seen a rise in the use of the Party Room and the Center itself for special events. With the rising needs for meeting space, the Department will need to take a look at this issue in the Master Planning Process scheduled for 2013.

In August of 2012, the Department submitted a grant application to the Planning Grant program through Great Outdoors Colorado. This program makes monies available for Parks and Recreation Programs to hire professional consultants to review the City's existing programs and needs and then right a long-term master plan. In December, GOCO awarded the Parks, Library and Recreation Division a $75,000 grant for the purpose of writing a new master plan. The process will take place in 2013.

The parks of Sterling remain a favorite activity sight for the citizens of Sterling. This year the PLR Department launched movies in the various neighborhood parks around town on Tuesday

nights in June. The Chamber Ambassadors, Mr. and Mrs. Jim Smith and the City of Sterling donated money toward the purchase of an inflatable movie screen, video projection and a quality sound system. Various Chamber members provided funds to rent the movies and refreshments for each weekly event. The attendance was great ranging from 80 people at the first movie to over 300 at the final event. The Sterling Police Department also partnered with the PLR Department and provided a Neighborhood Watch Informational before the start of each movie. The presence of Officer Warren Sica also added security for the event each week and is greatly appreciated.

Besides public use, the parks were utilized by the community for many private events throughout the year as well. The park space and pavilions were rented 179 times throughout the year. These uses include family reunions, birthday parties, class reunions, weddings, memorial services, car shows, movies, concerts, fund raisers and disc golf tournaments as well as many other events.

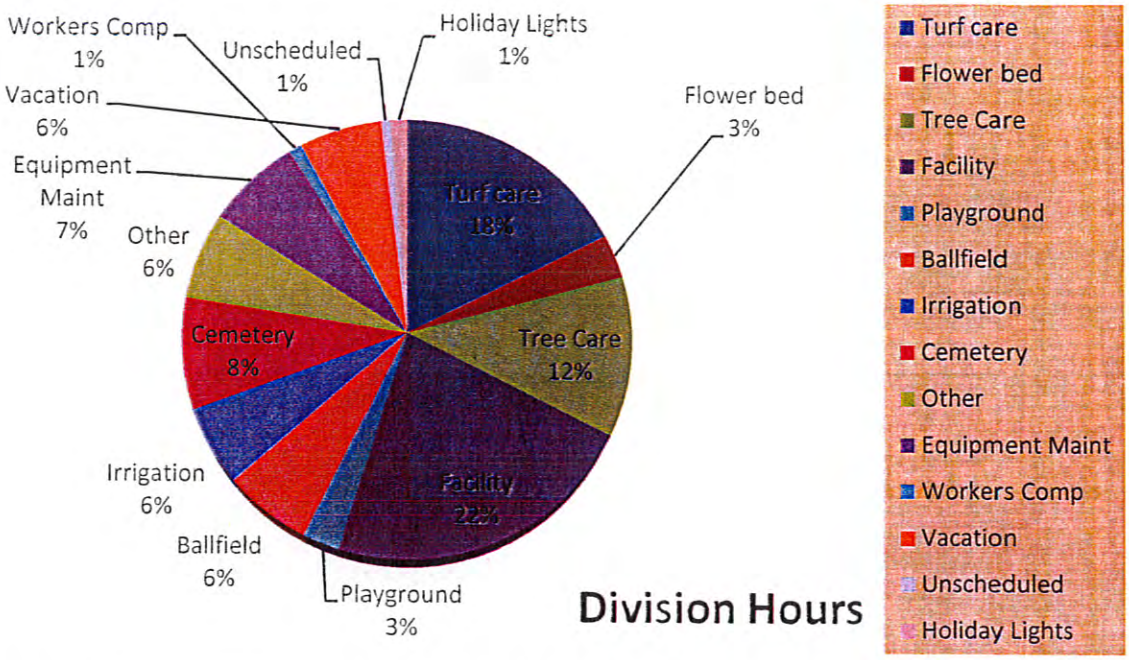
Several families showed their appreciation for the fine parks in the City of Sterling by memorializing their loved ones through the purchase of a memorial bench. Seven benches were purchased in 2012 and have added to the enjoyment of the parks.

The picnic table rental program provided by the Department was utilized 13 times in 2012 as well.

The Parks, Library and Recreation Department strives everyday to improve the quality of life for the citizens living in and around the City of Sterling and Logan County. We appreciate the many staff members of the PLR Department who give their best each day to complete the many tasks and services which add to the great lifestyle enjoyed by those who reside in Sterling.

PARKS, CEMETERY AND FORESTRY DIVISION:

Parks, Cemetery and Forestry Division Staff accounted for 24,542.75 man hours in 2012. There was an increase of 553.25 man hours from 2011. The majority of this time was added because of a second full time employee in the Forestry division for the full year, unlike 2011. The following chart illustrates how the PCF Division hours were distributed over the course of the year.



The PCF Division encountered a major change this year as Superintendent Dave Appelhans resigned in April. In August Wade Gandee was hired as the new Superintendent.

PARKS

There were a number of special projects carried out in the parks in 2012. A total of seven different buildings' shingles were replaced due to hail damage. Five of the buildings were at Pioneer Park and the Pioneer Ball fields. These roofs were replaced with new asphalt shingles, while the roof on the restroom at Columbine Park was replaced with metal sheeting.

One of the most popular basketball courts in the City; at Wisdom Park; received a face lift this year in the form of a two inch asphalt overlay.

The old surface had developed cracks and become exceedingly weathered. The new surface will provide years of spirited play for basketball and other activities. Plans are being made to paint the basketball keys, four square courts, and hop scotch areas.

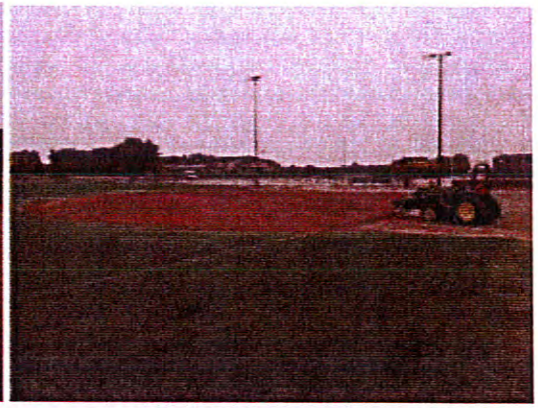
The parks crew installed new walking bridges at Pioneer Park. These bridges provide access over the creek running through the park from west to east. The largest of the three bridges

connects the main walking path, while the two smaller bridges provide a link to the pioneer pavilion. The bridges were built by the Department of Corrections and are designed to match the existing bridges throughout the park. Finishing touches are still being made as final construction has been slowed due to the weather. Building and installing these new bridges allowed us to remove the culverts from the creek that were contributing to the water flow problems. These bridges will be a great aesthetic addition to the park and will be an area for numerous photos to be taken.

Vandalism in the parks was at normal levels except for Prairie Park, which saw large numbers of incidences. Unfortunately changes to the interior of the restrooms had to be made to try and lower the severity of these crimes. Plans are also in the works to add on to the existing surveillance system, expanding the number of cameras from two to eight. We have found the cameras to be very helpful in identifying the vandals and helping with prosecutions.

The wooded area and exercise trail in Pioneer Park received routine maintenance throughout the year. Forestry crews have been working on removing dead and downed timber from the forest floor. Parks crews worked on the trail system and removed debris from the pioneer ditch. The Disc Golf portion of Pioneer Park has received a great recommendation for one of the state's best disc golfers. Her comments lead to a large increase in use of Disc golf course.

The City of Sterling Parks Division was instrumental in the removal of an older playground at Pioneer Park and the installation of a new one in its place. The so named "dinosaur playground" had gone out of safety compliance requiring its replacement. The PLR Department voted and decided to keep a natural theme to the new playground, which fits in well with the surroundings. The new playgrounds post resemble tree trunks, and there are rock formation climbing structures, stationary animals, and shade structures that look like tree canopies. A four foot wide sidewalk was poured around the perimeter of the new playground, with a new eight foot wide sidewalk connecting the playground to the existing walking path. Engineered wood fiber was added for fall protection and ADA compliance, replacing the old pea gravel. The playground equipment was purchased by Conservation Funds (Lottery).



The Pioneer Park Ball Fields were privileged to more renovations in 2012, with work being done to the north and center fields and the ball field's parking lot. The center field bleachers were disassembled, removed from their original positions and material that had collected under the bleacher was removed. Pea gravel from the removal of Columbine playground was laid down and the bleachers were returned to their original position and reassembled. The parking lot was also covered with pea gravel to help keep the sand from blowing out of the parking lot. The infield material on the north field was removed and replaced with professional grade infield material to help prevent injuries. This field is under heavy use from both the NJC softball team and the SHS softball team, which made replacement necessary.

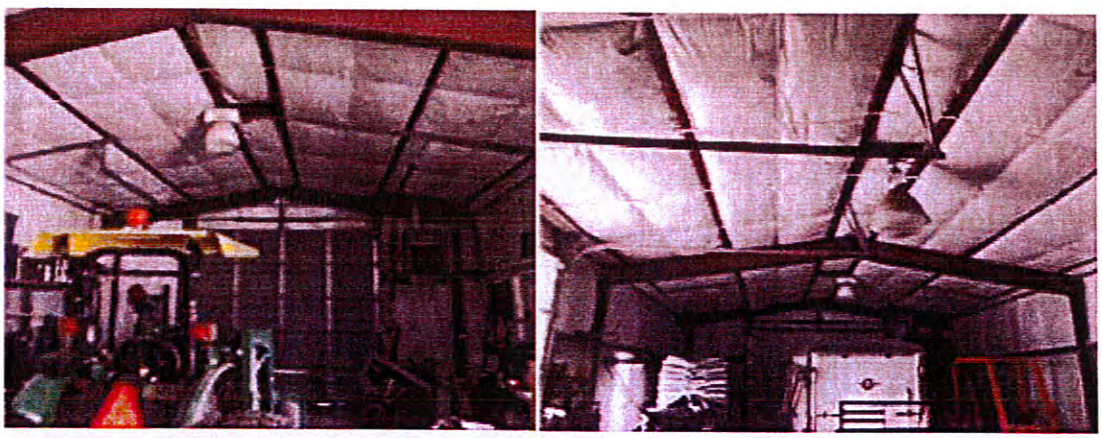
A large outdoor inflatable screen, sound system, and DVD projector were purchased for a new program called Movies in the Park. The events were held at a different park each Tuesday night in June. The movies were very well attended and fun for all ages. Different city businesses and organizations donated time, money and goods to make each viewing a pleasurable experience. The PLR Department thanked all of the sponsors for making Movies in the Park a tremendous success.

Unfortunately, due to the draught conditions this Fourth of July, the annual fireworks display had to be cancelled. Luckily for the City, we received a little moisture before the New Years Eve

holiday and we were able to have the display that evening a 7:00 PM. The event was a great success, with a large turnout from the public despite the cold temperatures. The PCF crews and the Sterling Fire Department were both involved in the setup and teardown of the event.

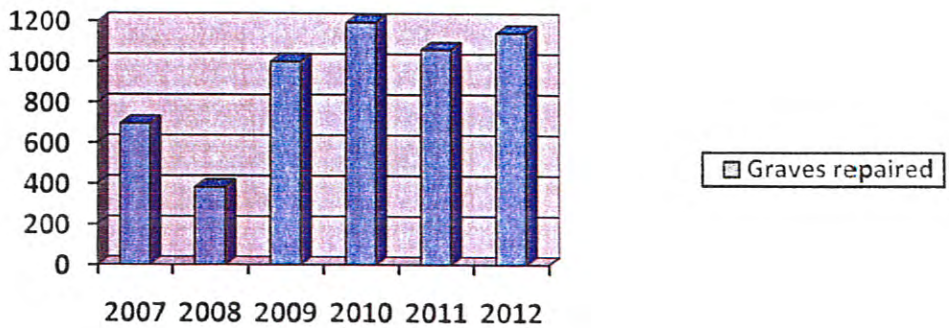
CEMETERY

This was another busy year of the cemetery crew; severe draught condition made upkeep of the grounds a real challenge. The crew handled these challenges with a great deal of professionalism and ingenuity. The comments from the public were very positive throughout the year.

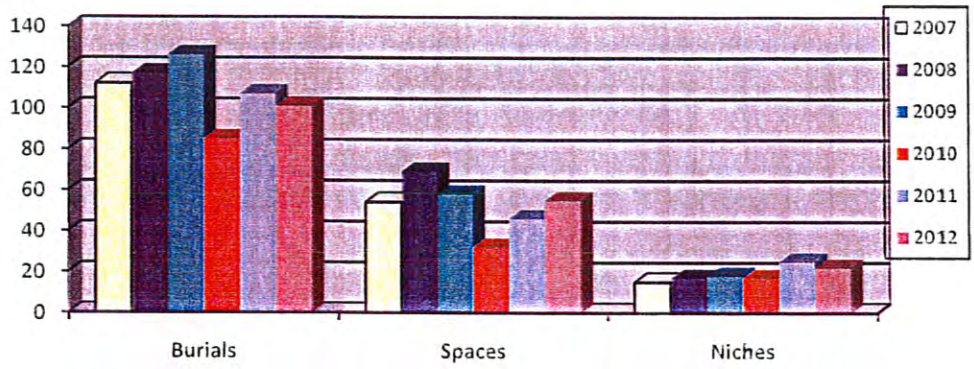


One project for the cemetery this year was the installation of an insulation layer in the cemetery shop. The three inches of insulation added to the ceiling and walls provided the shop with an R-10 insulation value. This upgrade will greatly increase the ability of the shop to be heated and cooled saving the City a large amount on the shop's utility bills. Plans are being made to check into a more efficient heating system to further reduce the cost of the utilities. A second project for the cemetery was the surveying of the grounds for expansion. Irrigation lines will be added to prepare these areas for burials.

Tree trimming and removal by the Cemetery crew was taken care of as the situation called for attention. Trees are an integral part of the cemetery; not only do they provide shade for the patrons; they also help the turf retain water. The trees also provide sanctuary for different species of wildlife and improving the overall look of the grounds.

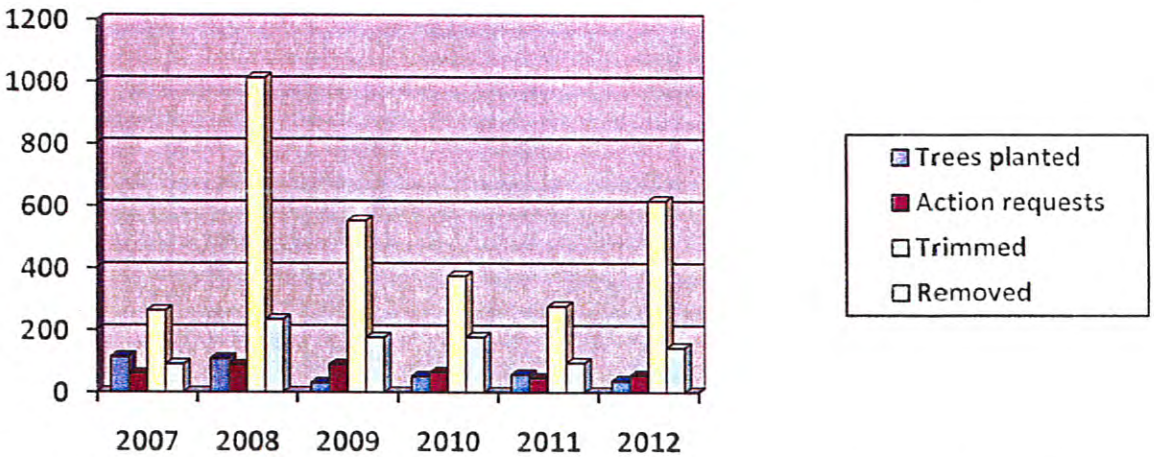


The first of the two graphs shown here represents the number of graves repaired over the last six years. There were 1,142 graves repaired in 2012. The second graph shows the number of burials, grave spaces sold, and niches sold over the past six years. For 2012 there were 101 burials, 55 graves sold, and 22 niches sold.



FORESTRY

Production numbers for the Forestry crew grew significantly for 2012. The increase in these numbers can be attributed to the hiring and retention of a second full time staff member. This is quite impressive given the fact that the bucket truck was under repair for a month. The graph shows the number of trees planted, Action Requests completed, trees trimmed, and trees removed over the past six years. In 2012 there were 37 trees planted, 54 Action Requests completed, 616 trees trimmed, and 143 trees removed. The Forestry crew is also the main division responsible for the installation, maintenance and removal of the holiday decorations for the City. There were a total of 312 man hours spent on holiday lights between the Forestry crew and other PCF crews.



The importance of trees to our urban development cannot be understated. Along with providing shade for people, homes, and businesses; which can reduce utility costs; trees also help to filter the air and provide oxygen. Property values tend to run higher in areas with established trees and they help to add beauty to our city.

On April 20, 2011 the City of Sterling, along with Little Legs Day Care, Sterling Lions Club and Sterling High School FBLA celebrated Arbor Day. This was the 24th consecutive year the City of Sterling was recognized as a Tree City USA community by the Arbor Day Foundation. During the ceremony a Tree City USA flag was presented to Mayor Joy.

There are four standards that must be met for a community to receive the award. Communities must have a tree board or department, a tree-care ordinance, a comprehensive community forestry program and an Arbor Day observance proclamation.

This year the City of Sterling's Arbor Day celebration was held on north Third Avenue in front of the Sterling High school. A number of trees were planted along the easement to match the other side of the street in Prairie Park. This will create a stunning tree line along this area for years to come. Donations from the Sterling Lions Club helped to purchase some of the trees in this area.

All of the attendees from youngest to the oldest were able to participate in the planting of the trees with the guidance of the Forestry crew. The Forestry crew demonstrated the proper techniques for digging the proper sized hole for the tree, setting the tree, covering the tree and watering the tree in. This is a great opportunity for the PCF divisions to involve and teach the public the importance of trees and how they can impact the community they live in.

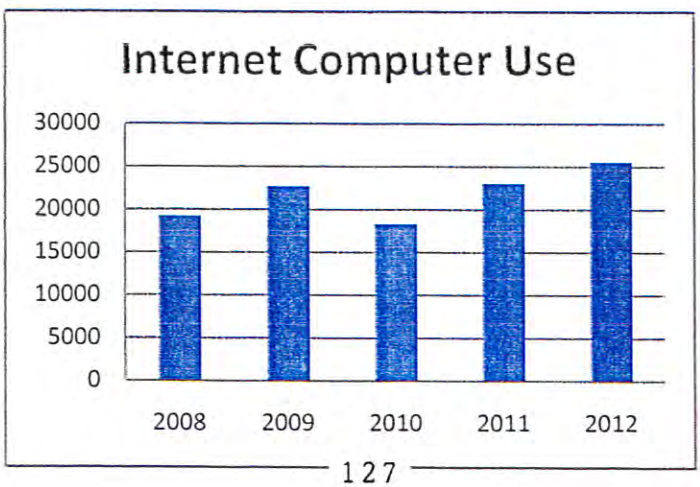
A wonderful day of learning and fun was had by all involved. The City of Sterling Parks Library and Recreation Department and the Parks, Cemetery and Forestry Divisions thanked Little Legg's Day Care, the Sterling Lions Club, and the Sterling High School FBLA students for their outstanding support of this year's event. It is support like this that makes these events a success. The PCF divisions are proud to have completed another successful year. The Parks, Cemetery and Forestry crews strive to provide some of the nicest parks in the nation. The PCF Divisions are looking forward to serving the community in 2013.

DESCRIPTION	Dec 2012	Dec 2011	Dec Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
PARKS								
Man-hours of equip maint (all PCF)	100	101	0%	1,570	1,236	27%	1,680	-7%
Facility reservations	1			203	355	-43%	247	-18%
Restroom cleanings/inspections	100	128	-22%	1,750	1,387	26%	1,754	0%
Man-hours of ballfield preparation		54	-100%	1,371	1,750	-22%	1,514	-9%
CEMETERY								
Opening/Closing	3	5	-40%	101	107	-6%	110	-9%
Cremains - Opening/Closing	1	3	-67%	36	39	-8%	43	-16%
Spaces sold	2	2		55	46	20%	60	-8%
Monument permits					186	-100%	177	-100%
Graves repaired/raised	54	84	-36%	1,142	1,060	8%	962	19%
Niches Sold	1	1		22	25	-12%	20	11%
FORESTRY								
Trees trimmed	17	6	183%	616	276	123%	697	-12%
Trees removed	7	12	-42%	143	94	52%	180	-21%
Action Requests completed	5	5		57	45	27%	80	-29%
Trees planted				37	57	-35%	67	-45%
Stumps removed by contract				37	23	61%	43	-14%

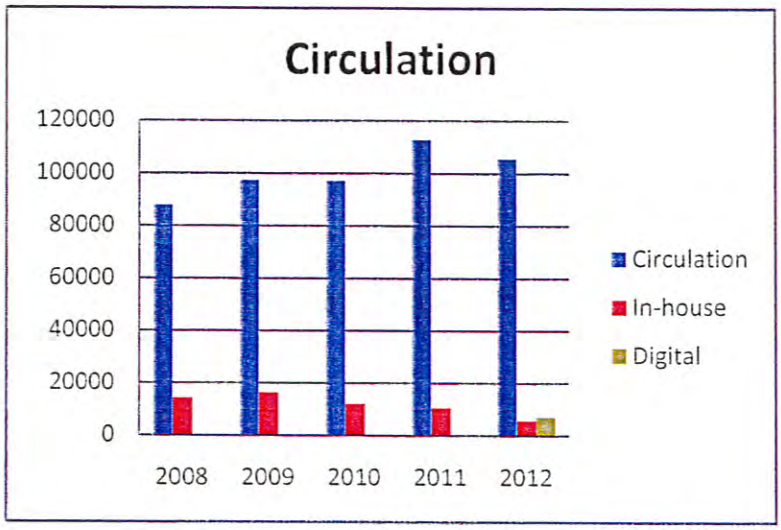
LIBRARY DIVISION

Technology played a large role in library activity during 2012. Patrons began checking out preloaded Nooks, took advantage of the Across Colorado Digital Consortium and Freegal and used the computers extensively.

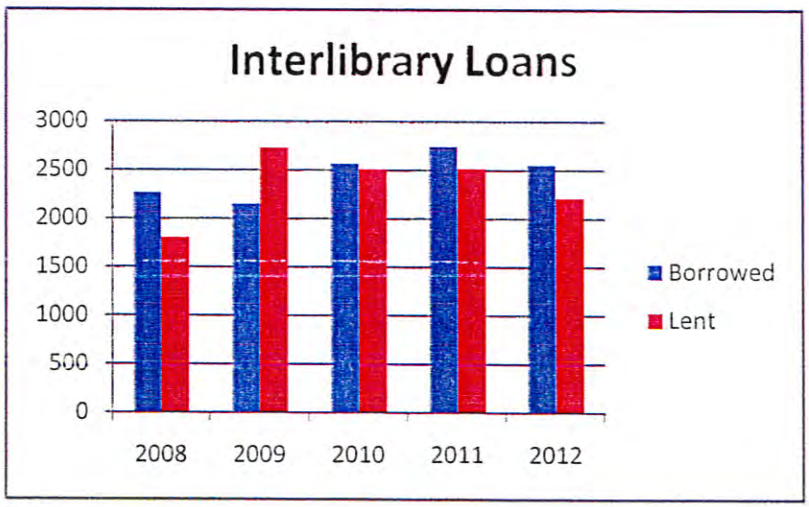
The library has 31 computers available for public use. Internet service saw an increase of 11 % with 25,570 uses in 2012 compared to 23,094 in 2011. The library also checked out a laptop to be used in the library as a part of the BTOP (Broadband Technologies Opportunities Program) grant. The library began tracking digital checkout separately during 2012. There were 7035 digital checkouts from Across Colorado Digital Consortium and Freegal.



Circulation of materials experienced a decrease of 6% during 2012. There were 105,507 physical items circulated in 2012. This decrease was primarily due to removing the digital checkouts. The Nooks also affected the number of items circulated as patrons had access to numerous titles on the Nook and it counts as 1 circ.

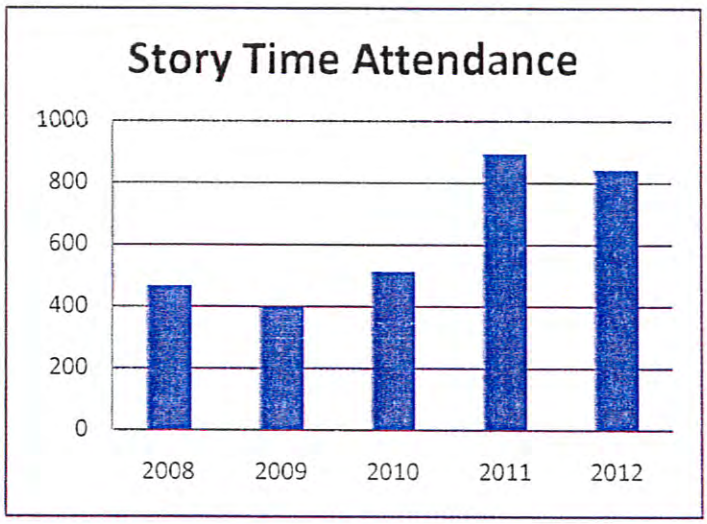


Interlibrary loan service saw a decrease in 2012 as library patrons requested 2,553 items compared to 2,744 items in 2011. This was a decrease of 7%. Sterling Public Library was able to meet more of the community's demands within our own collection during the year. The number of requests loaned to other libraries saw a decrease of 12% with 2,217 requests in 2012 compared to 2,522 requests in 2011.



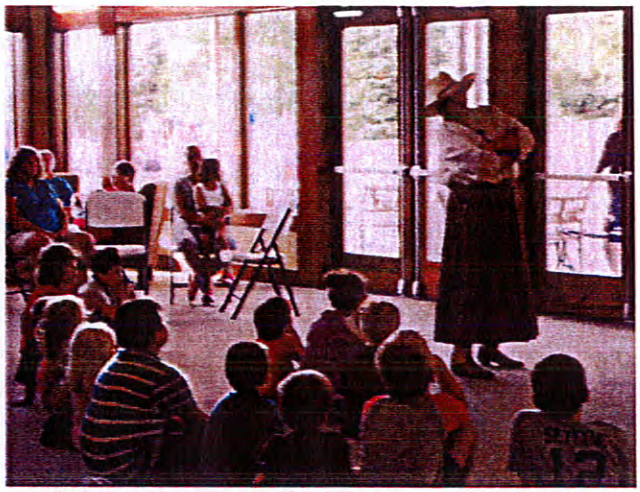
The library offered a variety of programs for both children and adults during 2012. Three sessions of Story Time were offered. Tuesday morning targeted 3 to 5 year olds, Tuesday evening was a family story time and Wednesday morning was for 18 months through 2 years. The library experienced a 6% decrease in Story Time attendance during 2012. There were 843 attendees in 2012 compared to 895 in 2011. The library participated in the statewide One Book

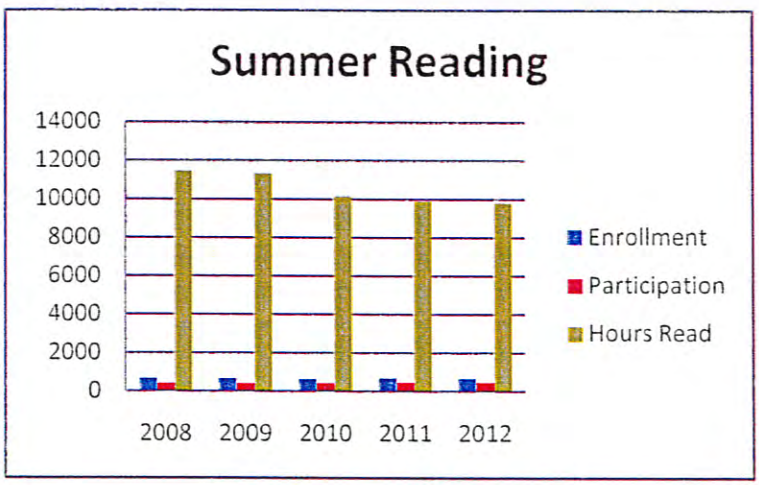
4 Colorado in which a book was given to all 4 year olds coming to the library. Sterling Public Library gave out 53 books in English and 1 in Spanish.



The theme for the 2012 Summer Reading Program was Dream Big - Read. The library began computer registration in 2012 with many positive comments. During 2012 659 enrolled and 477 participated. Participation was down 2% from 2011. The library provided 29 programs and 5 movie nights for kids. Total attendance at the programs was 1032. In 2012 we added a bi-weekly story time for toddlers. The attendance at this program was higher than our weekly Toddle Time. The weekly summer programs focused on a successful dreamer such as Walt Disney or Eric Carle. Kids who attended the Monday afternoon program and checked out materials received a small incentive prize. The Art Challenge program for 10 to 15 year olds explored a variety of art projects. Some of those were soap carving, journals and mosaics.

During 2012 kids read 9823 hours. There were 262 readers age 2 through 5th grades who completed level 4 and received yard signs compared to 246 in 2011. There were 224 readers age 2 through grades 12 who completed 6 levels and were eligible to attend the closing program. The closing program was held at the Overland Trail Museum. The Friends of the Library served a lasagna dinner. Following dinner the kids panned for gold, made guitars, listened to stories by Keota Jo and made candy cars. 192 people attended the closing program.





During the 2012 Summer Reading Program, 109 adults registered. There were 57 people who participated by turning in reading time. In 2012 the library changed to tracking the number of books read rather than time for adults. Adults found this method of tracking reading much easier.

Monthly evening programs were provided for children. Each program included stories and a craft, game or other activity. Some of the program themes were Fancy Nancy, Soup-er Bowl, and Fright Night. The Library and Recreation Center also teamed up to provide what had been known as Santa at the Center. Since it was now at the library it was renamed Santa City. It was a great success with approximately 800 people attending.

The library also offered programs for adults in 2012. The library held our 2 annual teas at Valentines and Christmas. The quilt show was held with 32 quilters displaying their creations. Author Jeff Barnes provided a program on Custer and the Great Buffalo Hunt of 1872 in April. The library also began providing Our Time for handicap adults. The group listens to stories and completes a simple craft. The library also continued to offer Tune Up and Tune In.

As a part of National Library Card Sign-up month the library did a month long promotion. Colorful ribbons were tied on the trees in the front of the library each time someone received a new library card, used the computer or checked out items. There were over 10,115 uses during the month.

Activity Chart

	2008	2009	2010	2011	2012	5 yr. avg.
Patrons Using Facility	57313	54573	47816	55951	57214	54573.4
Books Circulated	87777	97378	97152	112761	105078	100029.2
Digital check out					7035	1407
In-house Circulation	14449	16504	12193	10812	5889	11969.4
Volunteer Hours	272	149	87	121	570	239.8
Summer Reading Enrollees	668	669	635	680	659	662.2
Summer Reading Participants	429	440	447	488	477	456.2
Story Time Attendance	468	399	513	895	843	623.6
Reference Questions	9260	8791	11411	10698	7322	9496.4
Books Placed on Hold	3300	4112	4825	7390	6300	5185.4
Interlibrary Loans						0
Borrowed	2264	2149	2566	2744	7322	3409
Loaned	1809	2732	2516	2522	6300	3175.8
Library Meeting Room Use	146	166	43	166	340	172.2
Hours Tutoring	1709	1622	1532	1175	1891	1585.8
Internet Use	19243	22695	18305	23094	25570	21781.4

The activity report above indicates how active the library has been over the past five years. The table also indicates the library services used most by citizens.

The use of the Community Room increased 105%. There are now numerous organizations using the room for meetings and trainings. It was wonderful to see so many new people using the library. The study rooms were also very popular with all three rooms being used daily.

Overall it was a great year. Several new services and programs were added. The library began using volunteers to do the shelving. These wonderful people donated 570 hours of their time to help the library. The staff worked very hard to improve customer service. We continue to hear positive comments from the public about the new building and the programs we offer.

RECREATION DIVISION

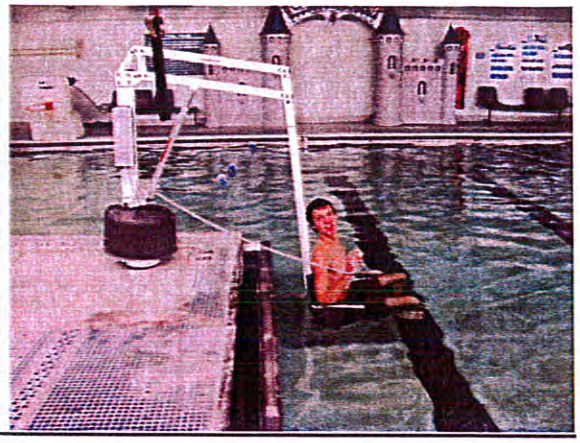
RECREATION CENTER PROGRAMS

INDOOR POOL RE-PLASTER & INDOOR POOL DECK RESURFACING: Planning and budgeting took place in 2012 to have the Recreation Centers indoor pool re-plastered and the indoor pool deck resurfaced. Sealed bid packets were prepared in November and the bids opened on Dec. 20, 2012. An acceptable bid for the pool re-plaster came in under budget, but the bids were all too high to award a bid for having the indoor pool deck resurfaced. We will advertise again with sealed bids to have the pool deck resurfaced in early 2013. City Council must approve and officially award the pool re-plaster bid and we will proceed in scheduling the work when that takes place.

NEW ADA HANDICAP LIFTS PLANNED: Two new Aqua Creek Scout II ADA handicap lifts were budgeted for and purchased for the Recreation Centers indoor and outdoor pools in 2012.

New Federal Laws go into effect January 31, 2013 requiring them. In December, 2012, the Building Maintenance personnel and Parks crew worked together to install the lift.

City crews work together on installation



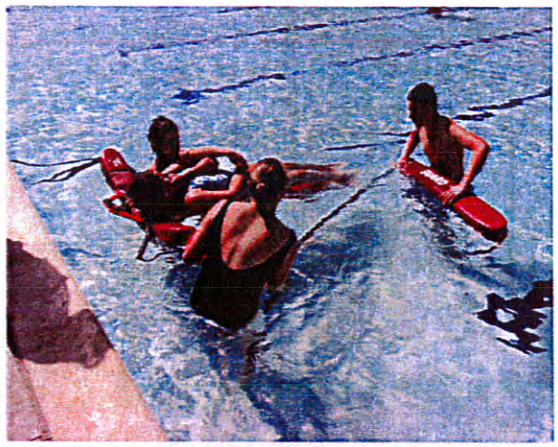
Testing the new handicap lift

HEAT EXCHANGER PROBLEMS: In 2012 the Recreation Center had problems with the indoor pool water's heat exchanger. It took some time to diagnose the problem, get bids to replace the clogged heating coils, and finally get the work done. The coils were clogged solid with hard water deposits. We were only able to get the pools water temperature up to 82 degrees. This is way too cold for therapeutic swimmers. The coils were replaced on April 20th, 2012. Compounding the problem, the facility's computer systems did not work that control the pool water temperature. When the heat exchanger coils were replaced it worked so well it raised the pool temperature to 89 degrees, which is way too hot. Long Mechanical Solutions had to come in and install a new manually controlled pool water thermostat because their interfaces cannot adjust the temperature.

RECREATION CENTER YEARLY ATTENDANCE: In 2012, total paid and punch card admissions totaled 48,561 admissions. In 2011, total Recreation Center paid and punch card admissions totaled 53,485 admissions. Attendance totals in 2012 were down 4,924 admissions from 2011. This 9.2% decrease is mostly due to the Family Admission and the Non-Participant categories being eliminated in December, 2011. In 2011, the two categories accounted for 9,209 individual admissions using the Family Admissions category and 1,254 individuals using the Non-Participant Admissions category respectively.

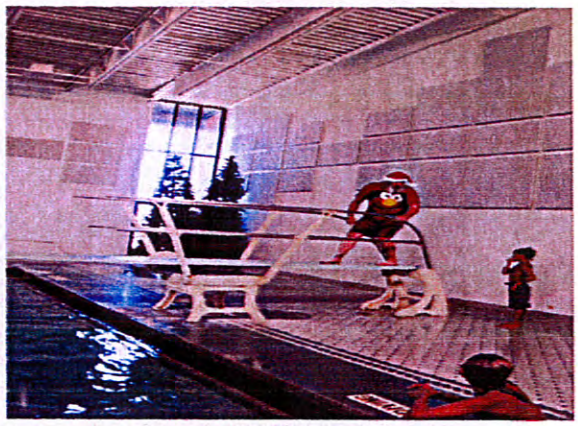
The Recreation Center's paid and punch card admissions do not include any other admissions to the Recreation Center. Other non-paid admissions the Recreation Center include: RE-1 Valley school use which includes Sterling High School P.E. classes, Sterling Middle School P.E. classes, and many other individual RE-1 uses, other Logan County school uses, Northeastern Junior College, the swimming lesson programs participants and their parents that accompany them into the Recreation Center, the instructors and participants of our American Red Cross L.G.T. (lifeguards) and W.S.I. (swim lesson instructors) classes, the Recreation Centers free Trick or Treat Street and The Recreation Center & Sterling Public Library's free Santa City program. The exact admission numbers for those programs are forthcoming in this report.

Outdoor pool fun



American Red Cross LGT Training

Outdoor pool zero entry area



Swimming with Santa

Patrons plug in a DVD and exercise

Babies enjoy a place of their own

LIFEGUARD SAVES: The Recreation Center's Incident Report Forms showed that there were 20 full Lifeguard saves in 2012. There were seven more saves than in 2011. Lifeguards utilized their American Red Cross lifeguard training, entered the water, and saved 20 children's lives.

FIRST-AID: In 2012, First-Aid Report Forms showed that Recreation Center staff performed first-aid 242 times. This was 13 times less than in 2011. The Minor First-Aid and report forms indicated varying degrees of seriousness. There were an additional 8 Major First-Aid injuries that were taken care of by Recreation Center staff in 2012.

DISCIPLINARY ACTION: In 2012, the Recreation Centers Incident Report Forms showed that Recreation Center Staff handled patron disciplinary problems just one time where patrons were required to leave the facility.

THEFT: In 2012 staff interacted with the Police Department 5 times to report theft.

LIGHTNING PROCEDURES: The Recreation Center's Lightning Procedures, indicate that the outdoor pool closed for lightning 14 times in 2012, for a total of 15 hours and 45 minutes. Recreation Center Lightning Procedures require that if the lightning flash to bang is 15 seconds or less, the outdoor pool be immediately cleared and patrons directed inside the building to the indoor pool Lifeguards now supervise the patrons indoors until the lightning danger outside passes. The outdoor pool re-opens after 10-minutes have passed and lightning conditions no longer exist.

TORNADO PROCEDURES: In 2012, Recreation Center staff did not have to implement the Recreation Center's Tornado Procedures.

FIRE EVACUATION PROCEDURES: In 2012, Recreation Center staff did not have to implement the Recreation Center's Fire Evacuation Procedures.

FECES PROCEDURES: In 2012, Recreation Center staff followed the Recreation Center's Feces Procedures 5 times. The indoor pool was closed 3 times and the outdoor pool was closed 2 times for a total of 5 hours. The Sterling Recreation Center, Feces Procedures, follow Colorado Health Department standards.

SWIM LESSONS: In 2012, there were a total of 621 children enrolled in the Recreation Center's summer American Red Cross swimming lesson program. In 2011, there were a total of 664 children enrolled. Our 2012, swimming lesson enrollments were down a total of 43 children from 2011.

There were 526 children in regular swimming lesson classes and 95 children in private lessons. Regular lessons cost $30.00 per child, and totaled $15,780.00 in revenue. Private swimming lessons cost $60 per child, and totaled $5,700.00 in revenue. In 2012, total revenue for the swimming lessons program was $21,480. Though the cost for swimming lessons went up in 2012 and there were 43 less children in swimming lessons but revenue for swimming lessons was up $4,463.00 for the year.

These 621 children per summer, added to the number of parents, etc. who accompany them to watch their children's swimming lessons, add up to approximately 13,000 people per summer coming into the Recreation Center, and that's just before noon! In 2012, we had 31 W.S.I. available to teach swimming lessons. Their availability made a large impact on the quality of lessons, enrollment, and attendance of our American Red Cross swimming lessons program.

American Red Cross

Level 2 SL Class

WSI between lessons

NEW WATER SLIDE REGULATIONS: The Department of Labor & Employment has come up with new regulations for outdoor pool water slides for 2012. State slide registrations and fees are now required. C.I.R.S.A. will provide the inspections for us. We have made new Water Slide Training Reports, Water Slide Inspection Reports and Water Slide Maintenance Reports in order to be prepared for the inspections.

Sterling Fire Dept. inspects the outdoor pool slides before its opening

OUTDOOR POOL SEASON: The outdoor pool opened on May 28th and closed on August 22nd. This is because S.H.S. classes began on August 23rd. Most of our lifeguards are S.H.S. high school students but our N.J.C. lifeguards had already gone back to school on August 21st. The weather conditions for the outdoor pool during the summer of 2012 could not have been any better for us! June started off hot and August ended up sizzling! Usually, there are a number of times in early June when the outdoor pool does not open or closes early because temperatures drop below 70 degrees. Not so this year! Temperatures were very constant and we had good outdoor pool weather all summer.

NO OUTDOOR POOL HEATER PROBLEMS: The outdoor pool's water heater problem that had plagued the outdoor pool for the past three years was discovered, addressed and overcome. Multiple boiler experts, plumbers, and electricians had been brought in to analyze the heater's problems, to no avail. The heater's problem was that carbon was building up inside of the heat exchanger and it was also dropping down and clogging the natural gas burners. The cause of the problem was discovered and rectified by Del at McMurrin Electric. The water

temperature needs to be over 100 degrees at the intake, and our water was coming in at 78 degrees or whatever the outdoor pool water temperature was. By manipulating flow valves and re-routing and mixing warmer water with the colder pool water, the condensation problem and carbon build-up problems were eliminated!

CALICHE & FLEMING AFTER PROMS: The Recreation Center hosted two after prom parties in April. They both were well attended and went from 12:00 midnight until 3:00 a.m. Caliches' after prom was held on April 14th, with 75 students and another 10 parent chaperones. Fleming's after prom was held on April 29th, with 70 students and 10 parent chaperones. During after proms, the Recreation Center provides 1 cashier and 3 lifeguards for the pool, just like it provides during normal operating hours. If very large numbers of students are in the pool for after hours activities, the number of lifeguards is adjusted accordingly.

RE-1 SCHOOL USE: There were a total of 5,131 visits to the Recreation Center from RE-1 Valley School students. The Recreation Center was used on Tuesday and Thursday from 8:00 a.m. until noon by the Sterling Middle School P.E. classes and on Fridays the Recreation Center is used from 8:00 a.m. until 3:20 p.m. by Sterling High School P.E. classes. Other RE-1 School use of the Recreation Center include: the After School Club during the school year and the Summer/After School Club, Life skills classes, Special Ed. Classes, and occasional uses by Sterling High School wrestling, cross country, and track teams, St. Anthony Catholic School as well as the Sterling Middle School boat races. Other Logan County schools like Caliche and Merino also use the Recreation Center free due to intergovernmental agreements.

RE-1 SUMMER CLUB: There were 1,030 kids from the RE-1 Valley School Summer Club that used the outdoor pool in May, June, July and August 2012. This was 134 more than in 2011. Due to intergovernmental agreements between the City of Sterling and RE-1 Valley Schools, there is no charge for these visits.

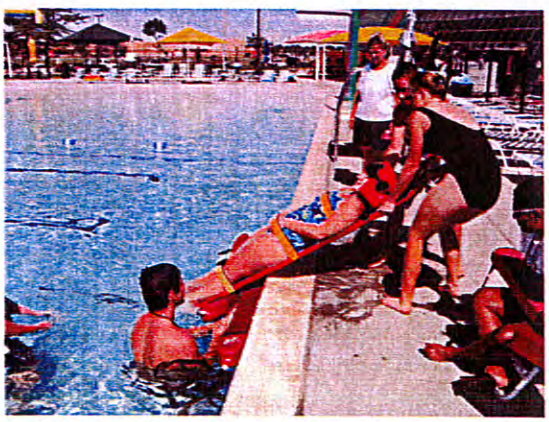
The RE-1 After School Club uses the outdoor pool regularly

STERLING SWIM TEAM: In 2012, there were just 22 kids participating on our Sterling Swim Team. This is 22 less kids than in 2011. This is a large decrease and is something to be concerned about as many of our future lifeguards come from participating on our swim teams. These 22 kids accounted for 224 visits to the Recreation Center for practice. Practices are scheduled weekly, Monday - Friday from 10:00 a.m. – 11:30 a.m. in the outdoor pool. There were three Recreation Center swim team coaches working with the kids daily. The coaches do everything from conducting daily practices to attending out of town swim meets with the kids.

RECREATION CENTER AMERICAN RED CROSS L.G.T & W.S.I. TRAINING SCHOOL: The Sterling Recreation Center successfully completed its inaugural year of conducting its own Lifeguard (L.G.T.) and swimming Lessons Instructor (W.S.I.) Training Schools. American Red Cross certified instructors were contracted to teach the courses. From the training we were able to hire 16 new American Red Cross certified lifeguards this year and train 15 new W.S.I. We were able to hire 4 more Lifeguards than we did last year.

Lifeguards (L.G.T.) guard the pools and have A.R.C. Lifeguarding Certification, along with American Red Cross C.P.R - P.R. and First-Aid certifications. Water Safety Instructors have A.R.C. Water Safety Certification and teach swimming lessons. Lifeguard Review Classes were also conducted since L.G.T. must recertify every three years.

Sixty percent of the Recreation Center's yearly certification training is scheduled through these classes. The 20 percent of training is done the first week of May, when all staff is scheduled for their yearly C.P.R. - P.R. review classes and the remaining 20 percent is done during in-service training.



American Red Cross Lifeguard Training Class works on spinal injury techniques

A.R.C. Water Safety Instructors

TRICK OR TREAT STREET: The Sterling Recreation Center held the annual "Trick Or Treat Street" on Halloween evening from 5:00 p.m. to 8:00 p.m. The event was sponsored by generous donations from 82 local businesses! There were 4 more sponsors this year than there were last year. This year sponsors donated $30 instead of $25. Over $2,460 worth of donation money was used to purchase supplies including over $2,000 worth of candy. The Salud Family

Care Clinic volunteered to help with the event by handing out candy and donating toothbrushes to children that attended. Treats were handed out free to all costumed children 12 and under.

The turnout was extremely high, with over 3,000 kids and parents passing through 12 different themed donation stations. Our theme was "A Haunted Graveyard." Inside the Recreation Center it was decorated with many hand painted scenes. Large branches and decorations were brought in to make the cement patio appear to be a graveyard. The lifeguards were dressed up like characters from Night of The Living Dead which included: mummies, vampires, and many other undead characters. The exterior of the Recreation Center was fully decorated with props from previous years Trick or Treat Street themes, air filled decorations, and wooden props.

Before the event, 1,500 fliers were sent to each K-6th grade student in the RE-1 Valley schools and to all pre-schools and daycares. Press releases were sent and staff went to local radio stations to promote the event.

SRC staff dressed up for Trick or Treat St.

Neha Karg as a zombie

<u>SANTA CITY:</u> This year, the Recreation Center's annual Santa at the Center event was relocated to the Sterling Public Library, and renamed Santa City. Meetings were held to ensure that both facilities staffs know who is responsible for completing what details. Staff spent many hours making decorations and preparing for the annual event. This is the eighth year this event has taken place.

Santa City was held on Tuesday, December 11th, from 4:00 – 8:00 p.m. In the past, there were between 300-500 children and their parents that attend the event at the Recreation Center but this year the library staff estimated that there were 900 in attendance! This is up nearly 400 people from 2011! Those that attended participated in the ornament decorating, coloring contest, Christmas videos and stories while they waited to see Santa. Participants could enterer their names to win several prizes that were donated from 12 area business and City staff members. The Salud Family Care Clinic volunteered to help with the event by serving the drinks and they donated toothbrushes to all children that attended. The City's new HR Director Bob

Brown donated his time serving the refreshments too. Parents and their children consumed 100 dozen cookies.

SPECIAL EVENTS: The Recreation Center conducted many special events in 2012. They are all free to the public. These include the: Pepsi Punt, Pass & Kick; Colorado Rockies Baseball Skills Challenge; Denver Nuggets Basketball Skills Challenge; a band in the park at the July 4th Celebration; Sterling Middle School boat races; Children's Pet Show; Trick-or-Treat Street and Santa City.

Punt, Pass & Kick Competition

Annual Pet Show - Owner/pet look-a-like

Colorado Rockies Baseball Challenge

Denver Nuggets Basketball Skills

DENVER NUGGETS BASKETBALL SKILLS CHALLENGE: The Recreation Division, in conjunction with the Denver Nuggets and the Colorado Parks and Recreation Association, conducted the local Denver Nuggets Basketball Skills Challenge. The competition was held at Sterling High School in the Wally Post Gym on Saturday, December 22nd at 10:00 a.m. This year, the competition was held during Christmas vacation and 24 youth participated. There were 15 boys and 9 girls. The winners advance to the Regional Competition which is held on January 19th in Windsor, CO. A State Competition is the final step in the Denver Nuggets Basketball Skills Challenge.

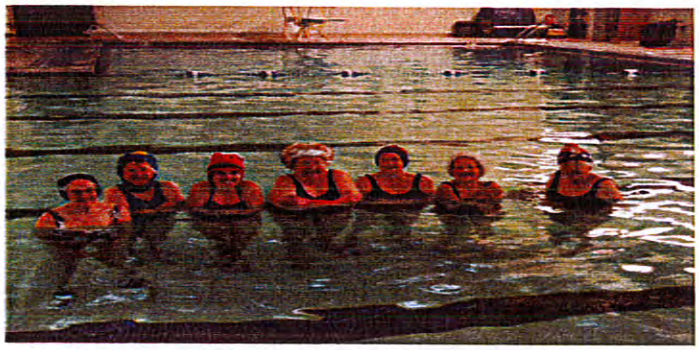
CHILDRENS PET SHOW: The annual Kid's Pet Show, sponsored by the City of Sterling Recreation Division and Cher's Pet Shop, took place Saturday, July 14 at 10:00 a.m., at Propst Park. There was no fee to enter. Categories include: Best Dressed, Best Trick, Cutest Pet, Friendliest Pet, Agility Pet, Smallest Pet, Least Motivated Pet, and a very cute Pet Owner Look-A-Like. The Best of Show winner was "Kermit" the Tree Frog - owned by Elizabeth Adlesperger.

ROCKIES CHALLENGE: The Colorado Rockies Baseball Skills Challenge took place on Saturday, June 16th. The Recreation Division conducted the local competition of the Challenge for youth 6 - 13. This year there were 20 participants, which is 5 more than last year. There were16 boys and 4 girls that participated. The competition was held at the S.B.O. Legion field at the RE-1 Valley Schools baseball complex. The winner of each age and gender division move on to the sectional, regional, and national competition hosted later this summer.

PUNT, PASS & KICK COMPETITION: On Saturday, September 15, 22 young football enthusiasts participated in The NFL Pepsi Punt, Pass and Kick competition. This is 7 more participants than last year. There were 13 boys and 9 girls that participated. The competition was held at the Sterling High School - Tiger Field. Local participants were judged on distance and accuracy in punting, passing and kicking. The participants, with the highest cumulative distance in the three events, were the winners. Seven youngsters qualified locally to compete at the sectional competition, which was scheduled for Sunday, October 14th at 10:00 p.m., in Ft. Collins, at Spring Canyon Park.

NEW PIECE OF FITNESS EQUIPMENT: In September, 2012 the Recreation Center purchased a new TKO Multi-use Workout Station for the fitness room upstairs. It is used for three exercises: pull-ups, dips and leg lifts. It is the same color scheme as our Life Fitness equipment and looks like it was part of the original order. Many patrons have complemented us on the nice addition.

OTHER RECREATION CENTER ACTIVITIES: The Recreation Center also offers an aqua-aerobic class. It is from 6:30 a.m. - 7:30 on Monday, Wednesday & Friday's.



Morning Aqua Aerobics class

RACQUETBALL AND WALLYBALL LEAGUES: The Sterling Recreation Center offers two Racquetball and Wallyball leagues per year, Fall and Winter.

The Winter Racquetball and Wallyball leagues began the week of October 28th. There were 6 participants in the Men's Open racquetball division, 4 teams in the 2-A-Side wallyball division, 8 teams in the CO-REC Wallyball division, and 4 teams in the Women's Wallyball division.

The Fall Racquetball and Wallyball leagues began the week of February 19th. There were 6 participants in the Men's Open racquetball division, 5 teams in the 2-A-Side wallyball division, 5 teams in the CO-REC Wallyball division, but no teams signed up for the Women's Wallyball division.

END OF SCHOOL YEAR SWIMMING: 450 children from Ayres and 150 children from Caliche swam free at the Recreation Center at the end of the school year due to intergovernmental agreements. Another 31 children from Peetz, 55 children from Otis and 51 children from Prairie paid regular admission to swim at the Recreation Center at the end of the school year. Their schools are not in Logan County or the RE-1 Valley School District.

Ayres school end of the school year swimming

RECREATION DIVISION PROGRAMS

PURPOSE OF LEAGUES: City of Sterling, Recreation Division youth and adult sports programs are designed to provide "fun and recreational" levels of play for all participants. All City sports programs are purely recreational. There are no tournaments or awards in any of our programs. There are player fees in youth sports programs and team fees for our adult sports programs. The registration fees in the youth sports programs are standardized at $30.00 and all sports programs have a $35 forfeit fee if teams do not give 24 hours notice. The youth sports seasons run six to eight weeks, while adult sports seasons run eight to 12 weeks.

The youth sports programs we offer are not offered in the schools until the middle school level. For most, this is the only opportunity they may have to participate in youth sports. Our adult programs are the only opportunity for many adults to play sports at all in an organized setting.

All Sterling Recreation Division youth and adult sports programs are open to and fully utilized by, both Sterling and out of town players and teams. These programs affect the health and well being of all youth and adult sports participants in the northeast Colorado area.

The economic impact of both our youth and adult sports programs to the City of Sterling greatly affect the local economy. In 2012, 61 of the 88 youth basketball teams participating were from out of town. Thirty-five of the 48 youth volleyball teams participating were from out of town. Eight of the 32 youth softball teams participating were from out of town. These out of town teams not only play in our leagues, but they also eat in our local restaurants and purchase food and supplies while in Sterling. The youth sports participants, parents, grandparents and coaches add up to approximately 32,820 individual visits to Sterling to attend our programs games every year. The adult sports participants, families and coaches add up to approximately 9,760 individual visits to Sterling to attend our programs games every year.

ADULT SPORTS ATTENDANCE TOTALS: In 2012, there were a total of 1,890 Adults participating in Recreation Division programs and 9,760 spectator visits to the programs to watch the games.

YOUTH SPORT ATTENDANCE TOTALS: In 2012, there were a total of 1,404 Youth participating in Recreation Division programs and 32,820 spectator visits to the programs to watch the games.

YOUTH BASKETBALL: The Youth Basketball program concluded on February 18, 2012. This year, teams were only able to play 5 of the 6 scheduled games due to a blizzard. Facilities for games were not available at the end of the season in order to reschedule the lost game. The season began on January 7th and went through February 18th. This year there were 88 teams and 670 participants in the program. This was up 1 team, but down 21 participants from 2011. Participants and spectators logged approximately 13,320 to S.H.S. Wally Post Gym and Tiger Den, the S.M.S., the N.J.C. Events Center, and St. Anthony's Gym where the games were played in 2012. The program employed 34 officials, 19 scorekeepers and 12 gym supervisors.

ADULT BASKETBALL: There were 26 teams and 340 participants in the Adult Basketball Program. This is up 3 teams and 115 players from 2011. This year we started a Women's Open league in adult basketball. The large player increase is mostly due adding this league. The program accounted for 2,020 spectators at the games. The program employed 9 adult officials, 6 scorekeepers and 3 gym supervisors.

OPEN GYM: In 2012, the open gym attendance during Christmas break was 1,053 visits. It was up 118 visits from 2011. The gym is not available to us in the mornings because SHS sports teams are allowed to practice during Christmas break. The program employed 4 open gym supervisors.

YOUTH VOLLEYBALL: In 2012, there were 48 teams and 379 participants in the Youth Volleyball program. This is the same number of teams but down 30 players from 2011. Attendance for the games including players, coaches, parents and other spectators totaled approximately 8,640 visits. The program employed 16 youth officials and 7 gym supervisors.

ADULT VOLLEYBALL: There were 37 teams and 313 participants in the 2012 Spring and Fall Adult Volleyball leagues. This is down 1 team and up 10 players from 2011. The program accounted for 2,400 player and spectators visits to the Sterling Middle School and N.J.C. Events Center gymnasiums, where the games are played. This was down 853 player and spectators visits from 2011. The Spring and Fall Adult Volleyball programs employed 13 officials and 8 gym supervisors per season.

YOUTH SOFTBALL: In 2012, there were 32 teams and 337 participants in the Youth Softball program. This is up 3 teams but down 14 players from 2011. The program accounted for 6,960 coaches, players and spectators visits to the softball complex. In the summer, the program employed 12 youth umpires, 10 scorekeepers and 5 field supervisors.

4 year old whiffle t-ball

13 & 14 year old girl's fast pitch

ADULT SOFTBALL: There were 38 teams and 568 participants in the summer and fall Adult Softball program in 2012. This is up 2 teams but down 187 players from 2011. Mason Field and

the North Field were laser leveled then capped with 4" of red clay in 2012. This really helped the fields absorb and drain rain. The ability of the fields to drain properly resulted in few missed games in 2012 due to wet fields. The South Field was also done in late 2012 after the season ended. The summer and fall programs employed 13 adult umpires, 10 scorekeepers and 6 field supervisors.

The new red clay helps the fields **Summer Adult Softball Program**

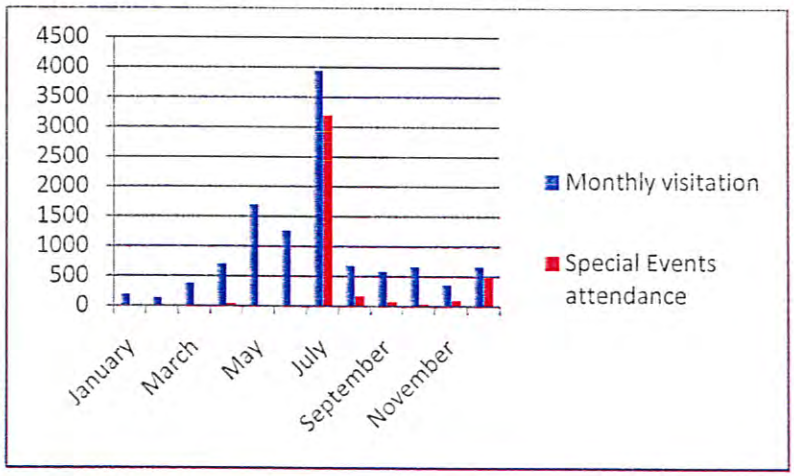
ROTARY CLUB SOFTBALL TOURNAMENT: The Sterling rotary Club held its first annual Softball tournament on July 20, 21 & 22. Sheila Worley initiated contact with the City and ran the tournament at the City Softball Complex. There were 19 teams that participated. Heavy rain occurred on Saturday, but most of the games had already been completed for the day. Attendance for the tournament accounted for 2,208 player and spectator visits to the City Softball Complex.

PERRY MASON RETIREMENT: On Monday, July 16 many current and former players, friends both old and new, and family met at the Sterling softball fields to honor Perry Mason on his retirement from the City of Sterling Softball Program after over 5 decades of service. Parks, Library & Recreation Director, Jody Hungenberg, gave a brief history of Perry's involvement in the Sterling Softball programs and presented Perry with a Home Plate shaped plaque recognizing his years of service. Those who know Perry best shared memories of Perry and Roma throughout the years. Perry's wife, Roma, was honored with a bouquet of flowers in a softball vase. Attendees enjoyed free hamburgers, hot dogs, drinks and cake provided by the Sterling Recreation Division and the Ball Park Concessions operators.

Jody presents Perry with a 5 decade award **Perry & Roma display his cake**

OVERLAND TRAIL MUSEUM

The year 2012 was a busy one at the Overland Trail Museum with increased facility rentals, visitation and school tours. Along with daily operations, programs and events, the Museum staff began an inventory of artifacts and began a computer based archive of the scrapbooks which date back to the early days of the Museum.



PROJECTS & EXHIBITS

In January work began to remove the steps and carpet in the former AV room to make space for the newspaper archives. New carpet was installed and the cases that were formerly in the basement room of the old building were moved upstairs. This will protect the newspapers from the threat of floods.

In early spring the Parks Department did some work to improve the oil derrick fountain and also repaired and put up the tipi. The tipi has needed repairs for the last several years due to damage caused by the wind; this may be the last year that the tipi will be able to be used.

In February the Sandstead collection of Miccosukee patchwork and basketry was put on special exhibit. This collection was donated to the Museum several years ago by Auriel Sandstead.

New brochures were printed in February. The Logan County Lodging Tax Board funded the new brochures and 8000 brochures were printed. The new brochures include information about the High Plains Education Center and various programs and events held at the museum. They

are distributed to various tourist information centers as well as local hotels, Chamber of Commerce packets and are available at other local events.

A new exhibit for the 125th anniversary of Logan County was installed in June titled "Country Roots and Cowboy Boots". Many old west artifacts are displayed and a rodeo clown barrel was borrowed from the Colorado Rodeo Hall of Fame. Many groups have come especially to view this special exhibit.

A new ramp was installed in front of the Karg Barn helping to make that building more accessible. A representative from the Cross Disabilities Coalition visited the museum to make suggestions on how to better accommodate wheelchair bound visitors.

The volunteer committee that has been working on the Lawrie Tannery made great progress this year with the reconstruction of the tannery. They have worked from the drawings provided by Otis Otzenberger. Text panels and an exhibit case will be completed by spring of 2013.

The City of Sterling has been approached by Barbara Weaver, owner of the historic Luft house about the possibility of donating the house to be used as a house museum. Many meetings have taken place throughout the year which has included Kay Rich, Jody Hungenberg, members of the Logan County Historical Society and interested members of the community. A goal has been set to form a capitol committee that will raise funds before a final decision has been made about the donation.

Historic Luft house – built in 1902

Museum staff began archiving onto the computer information from the scrapbooks which contain obituaries and anniversaries. This is a time consuming task but will make access to this information easier in the future. An inventory has also been started with the front room of the museum completed. This will be an ongoing project.

The Museum created a small exhibit to coincide with the Northern Colorado Common Read project on the book "Unbroken". Library participants were given free passes to view this exhibit.

The Logan County Historical Society funded a second mural at the Museum using the remainder of the Brickel Brothers fund. The mural is on the back wall of the first machine shed and is a montage of farm implement logos. Lighting will be installed in the spring. Nate Laybourn was the artist on this project.

The Marketing Committee from the Logan County Chamber of Commerce requested that the Museum help with window displays in some of the empty store fronts downtown. After discussion it was decided to mount and laminate the exhibit posters that were printed for various exhibits by the SCF and to display them with some objects in the hope that it would attract some visitors to downtown and improve the looks of the empty buildings. The City Council voted to fund this project which was completed.

The large wooden windmill outside of the Johnson Room deteriorated and needed to be rebuilt. Building maintenance staff Wayne Ogley and Darin Rhodes successfully rebuilt the windmill blades and reinstalled them.

A storage unit was purchased in December and placed at the back of the property to be used for the large amount of Christmas decorations at the Museum.

EVENTS AND PROGRAMS AND FACILITY RENTALS

The first three months of 2012 the museum hosted a new program on Thursday mornings called "History Café". Attendees were treated to muffins and coffee in the Education Center and a program and discussion took place on various historic topics.

Staff worked on developing some new self-led family activities that are available to all visitors as well as to school groups. The activities encourage exploration of the various museum exhibits and buildings.

A new children's program was introduced in April to coincide with the 100 year anniversary of the sinking of the Titanic and included interesting information and activities about other events that took place in 1912. The first program was so well received that a second identical program was added.

April and May were very busy months with school tours. The number of students attending was considerably higher than in the past two years. We were pleased to have schools visit that have either not visited before or have not visited the museum in a number of years.

Students pan for gold as they are taught about pioneers crossing the prairie in their quest for the Colorado gold fields

Wagons West took place the last Friday in April and the first three Fridays in May. This continues to be a premier education program at the Museum. Doug and Jo Ann Conter gave wagon rides and cowboy poet Zeb Dennis entertained students with cowboy poetry and stories.

KPMX broadcast "May at the Museum" every Friday morning in May. This broadcast promotes Museum exhibits and programs and also gives visiting school children a chance to share their experiences. This annual broadcast began in 2008.

Cowboy Poet, Zeb Dennis, entertains students at Wagons West

Prairie school continued to be well attended during the summer months. A shortage of volunteer teachers this year cut the program short and only four weeks of the program were possible. Historic demonstrations and crafts were highlights for the young students.

Prairie School students learn about life on the prairie and even get to milk a cow!

Heritage Festival 2012 was a great success with this year's theme honoring the 125th anniversary of Logan County. The event was titled "125 years of Freedom on the Frontier". Leo Everett and the Clear Creek Cowboys were the headline entertainers. Rodeo historian Gail Woerner presented a history of the rodeo and the rodeo clown in the High Plains Education Center. The SPD provided all day traffic control and the SFD provided and safety and first aid station. Funding for the event came from both the City of Sterling and Logan County as well as advertising funding from the Logan County Lodging Tax Board. Despite extremely high temperatures an estimated 3200 visitors attended.

City Attorney Curt Penny assists July 4th presentation. The Logan County 125th anniversary Rodeo Historian Gail Woerner in this committee represented the County at Heritage Festival.

The Museum celebrated the one year anniversary of the opening of the High Plains Education Center on Colorado Day, August 1. Free admission and extended hours were offered.

The annual program "Bison Days" was offered on August 8 and 10 with full attendance at both programs. In its 7th year the "September Tea" took place with the theme being Decades of Weddings. Special displays were set up and a program was presented.

September Tea featuring a program and display of weddings through the decades 1850 - 2012

Bison Days participants parade through Museum grounds and buildings reminiscent of Buffalo Bills Wild West parades

The family program "Another Night at the Museum" took place on October 13. Children and families continue to love this after dark program with a flashlight treasure hunt on the museum grounds.

During the second half of the year the museum added a new program called "Family Fun Saturdays". Children are admitted free of charge with a paying adult and are offered a variety of self-led crafts and activities. Parents are encouraged to participate in these activities with their children. The program seems to be gaining momentum and plans are to continue this into the next year.

"Hanging of the Greens" took place on November 17. Various groups were invited into the museum to decorate buildings for the holidays and were treated to chili and cinnamon rolls. Decorating continued throughout the month with about 7000 more outside lights than in previous years. The Christmas season kicked off with "A Child's Christmas on the Prairie"

taking place on December 1 followed by the traditional open house nights later in the month. Because of a blizzard, only two open houses were offered this year. Guests enjoyed roasted chestnuts, special carolers and music and cookies and cider in the HPEC. The Parks, Library and Recreation department held their annual Christmas lunch at the Museum on December 13.

City employees from the Parks, Library and Recreation department enjoy a Christmas lunch at the High Plains Education Center

FACILITY RENTALS

Requests for use of the High Plains Education Center increased greatly this year. Several adjustments to the Facility Use rental agreement have been made and approved by the PLR board. Twenty five facility rentals took place and many committees from various groups in the city have used the meeting room. The types of rentals have been varied including weddings, board meetings, showers, anniversary parties, education groups, graduation parties and retirement parties. The PLR board has approved an alcohol policy which will go to City Council for approval early in 2013. The Logan County Historical Society held their annual awards night at the HPEC in May and also held their Christmas dinner there in December. Other groups that have had committee meetings include the Logan County 125th anniversary committee, the Marketing Committee from the Chamber of Commerce, the Heritage Festival committee and the tourism committee.

The High Plains Education Center is the venue for Logan County Historical Society awards and Sterling Mayor, Heather Delgado Diaz'

STAFF & TRAINING

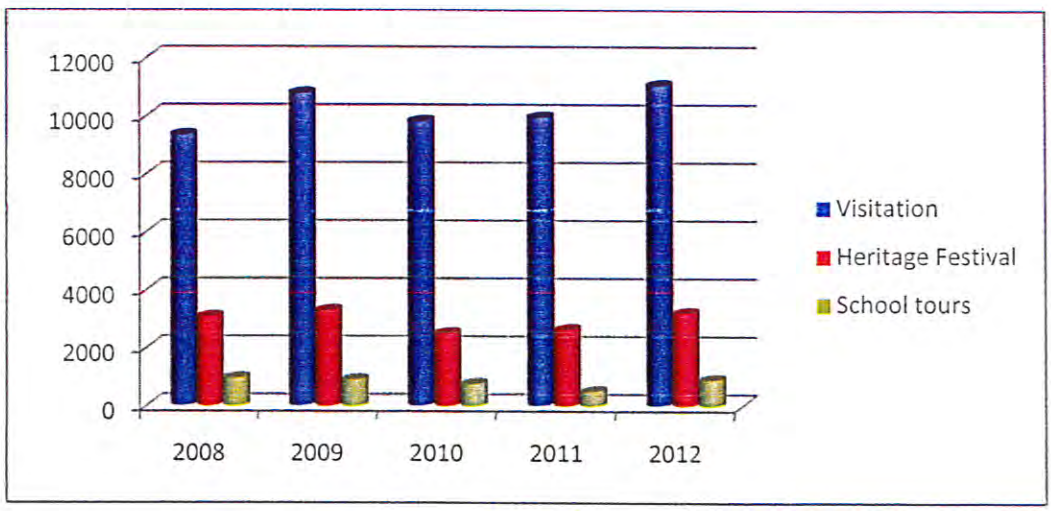
Staff members attended various training opportunities throughout the year. Kay Rich attended a documentation training and also attended several webinars on various topics. Perry Johnson also attended trainings offered by the City. Janet Bigler attended an archivist meeting to learn more about oral history.

Part time Museum Assistant JoeAnn Millstead resigned in February. A part time temp from SOS Staffing, Kristine Rodine began work in March. In April candidates were interviewed for this position and the job was offered to Kristine. After finishing up her SOS hours, she officially became a city employee in July. Seasonal employee Carter Hough returned to the Museum for the summer and worked through August. In December Museum Assistant Snow Mekelburg left the museum for full time employment with the City of Sterling in the finance department.

OTHER NEWS AND FUTURE PROJECTS

State Curation requests continue to be very high. The state of Colorado has a shortage of curation facilities making it necessary for the Overland Trail Museum to offer contracts to many Archaeologists throughout the state. Archaeologists are required to have current contracts with a state approved facility but most of them do not collect artifacts which need storage.

Two projects began in 2012 which will continue into 2013 and beyond. Representatives from the Colorado Humanities Council visited the museum in January and chose the Overland Trail to be a recipient of a traveling exhibit from the Smithsonian Institution. The exhibit, called "Journey Stories", will be shown at 5 Colorado museums. The exhibit will be at the OTM in October of 2013. The Journey Stories theme will carry throughout the year with education programs and events. Kay Rich attended the first of two trainings in Aspen Colorado in October with the second training in June of 2013. The second project, an oral history project, goes hand-in-hand with Journey Stories. A donor, Donna Hartway Miller, spoke with Kay Rich in June and is donating funds to purchase equipment to be used for a long term oral history project. This will begin in early 2013.



5 year comparison – Visitation, Heritage Festival and School tours

DESCRIPTION	Dec 2012	Dec 2011	Dec Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
Numbers of Donors	1	3	-67%	33	29	14%	48	-31%
Number of items donated	1	10	-90%	90	86	5%	188	-52%
Number of School Visits				23	21	10%	22	6%
Number of Students				895	504	78%	841	6%
Prairie School Students				30	76	-61%	114	-74%
Prairie School Teachers				4	10	-60%	11	-64%
Number of Special Events	4	5	-20%	16	26	-38%	17	-7%
Total Attendance of Special Events	490	550	-11%	4,177	4,339	-4%	3,924	6%
Number of facility rentals	3			25	3	733%	4	558%
Number of Tour Buses				3	3		2	88%
Tour Bus Visitors				75	118	-36%	39	92%
States represented	7	8	-13%	210	249	-16%	253	-17%
Foreign Countries Represented	1	1		20	26	-23%	27	-26%
Total of All Visitors	660	848	-22%	11,258	9,963	13%	9,975	13%
Volunteer Hours	33	18	83%	431	806	-47%	833	-48%
Square Foot, Bldg. Maintained	29,766	29,766		357,192	322,192	11%	302,192	18%