

# STERLING

A Colorado Treasure

## MONTHLY REPORTS

April 2013

## CITY MANAGER

### APRIL 2013 MONTHLY REPORT

#### **City Manager:**

In the month of April City Manager Kiolbasa attended:

- Meetings with Master Plan Consultant;
- Attended Sykes 20 year celebration;
- Attended several Oversight Committee meetings;
- Meeting with Trinidad Benham representatives; and
- Meeting with Urban Renewal.

#### **Executive Secretary:**

The Executive Secretary continues to do the packets for Council. She attends the administrative staff meetings and prepares the minutes.

Connie is a member of the employee newsletter committee and continues to help with the publication of it. The Executive Secretary attends the Web Group meetings and the weekly clerical staff meetings. She prepares the monthly reports, puts them on the web site and scans them into Laser Fiche for future reference.

Connie prepared for and attended the Sterling Urban Renewal Authority meeting on April 9, 2013.

Executive Secretary Bornhoft helped answer telephones in the Personnel Department.

#### **Emergency Management Coordinator (EMC):**

##### **MEETINGS ATTENDED**

#### **Logan County ESF 8 Group (Health, Medical & Mortuary)**

The Logan County ESF-8 group held a regular monthly meeting in April. Agenda items were:

- A review of the 2013 group objectives and status check of where we are.
- Discussion and planning for the Functional Needs Populations in Disaster workshop that the group will be hosting in June. Sub-committees were formed and tasks assigned.
- Discussion continued on the 800MHz radio training for ESF8 responders.

#### **City Building Security Project**

The City of Sterling Building Security committee met in April. The vendor was on site for a pre-bid walk through and to take final measurements. EMC Owens developed scale floor plans with the proposed doors marked and entered into a legend.

#### **Logan County EMS Council**

The Logan County EMS Council held a quarterly meeting in April. Agenda items were:

- Ongoing grant projects
- ABATE Motorcycle Training project report and update
- Review of the Every 15 Minutes program in Peetz
- Review of the grant request for equipment for Fleming, Crook, Merino and Peetz VFD's.

### **Sterling Regional Med Center**

The EMC attended a post incident after action review meeting at the SRMC. They reviewed the protocols and policies that were in place during an extended power outage at the hospital. Items that needed additional attention or correction were documented along with a timeline for correcting. Bob provided input on acquiring resources and equipment outside of the internal hospital supply system.

### **Regional Hospital Healthcare Coalition**

The EMC attended the inaugural meeting for the regional Hospital Healthcare Coalition. Agenda items discussed were:

- Direction and goals of the group and how they will assist the local Coalitions.
- Setting reoccurring meeting dates and locations.
- Setting future agenda topics.
- How to assist the counties get started with the local Coalitions.

### **Combined Communications Networks of Colorado (CCNC)**

EMC Owens attended a Board of Directors monthly meeting of the CCNC in Centennial Colorado. Agenda items discussed were:

- Presentations from the Governor's Office of Technology on the Zone 3 controller switch upgrade.
- Alternative ways to fund the project.
- Open discussion on user fees and why they may be needed.
- Obtaining legal representation to respond to the State AG offices request for information.

### **Sterling Emergency Communications Center**

Bob attended a meeting with the communications supervisor to review and update the tornado procedures. They discussed the current protocols and what needed updating or removed. The emergency contacts for tornado shelters was reviewed and updated. They discussed who will open the shelters if the shelter contact could not do it in a timely manner. The deployal of the tornado sirens in the rural towns needs protocols and policies in place.

## **TRAINING AND RESPONSES**

A large wildland grass fire occurred 7 miles north of Sterling. Multiple fire agencies from Logan County responded. There were structures threatened and evacuations planned. The Emergency Operations Center was activated with local and state emergency management along with the Health Department and Red Cross.

The Logan County ESF 8 Group conducted a communications interoperability exercise in April. We tested a multi-agency capability to communicate with the hospital during a disaster.

EMC Owens took two on-line CIRSA trainings on Work Place Safety.

Bob attended a four hour training from the Colorado State Patrol on Emergency Scene Safety. This class included Law Enforcement, Fire Departments, EMS, Emergency Management, tow companies and CDOT.

## **OTHER OEM ACTIVITIES**

EMC Owens performed all of the monthly bookkeeping for the E911 Authority.

Work continues on the Red Guidebook to Disaster Recovery project.

Provided local and regional situation awareness for winter storms using the WebEOC program. Completed and entered the 2<sup>nd</sup> Quarter EMPG grant request. Organized all of Logan Counties 2012 SARA Tier II reports for the LEPC. Conducted a radio interview on KSTC for spring and summer severe weather. Bob continued work on the Logan County Resource Management plan for the State and updated a radio license with the FCC for Public Works. The EMC assisted with employment interviews for the Communications Center.

### **Sterling Emergency Communications Center:**

- Communications Center handled 2,156 calls for service during the month of April 2013, a one percent increase from the 2,125 calls received in April 2012.
- Sterling Police Department handled 973 calls for service in April 2013, a decrease of 13 percent compared to 1,124 calls for service received in April 2012.
- Logan County Sheriff's Office received 815 calls for service in April 2013, a one percent increase compared to 809 calls for service received in April 2012.
- Crook Fire Department handled five calls for service in April 2013 compared to 6 calls for service in April 2012.
- Fleming Fire received three calls for service in April 2013 compared to six calls for service in April 2012.
- Merino Fire handled eight calls for service in April 2013 compared to 12 calls for service in April 2012.
- Peetz Fire handled six calls for service in April 2013 compared to seven calls for service in April 2012.
- Sterling Fire handled 165 calls for service in April 2013, a four percent increase compared to 158 calls handled in April 2012.

DESCRIPTION	Apr 2013	Apr 2012	Apr Change	YTD 2013	YTD 2012	YTD Change
ACTIVITIES						
CALLS for SERVICE						
STERLING DISPATCH	2,156	2,125	1%	7,803	8,050	-3%
CITY OF STERLING	973	1,124	-13%	3,487	4,158	-16%
LOGAN COUNTY	815	809	1%	2,953	3,138	-6%
STERLING FIRE 07530	165	158	4%	657	684	-4%
CROOK FIRE 07505	5	6	-17%	16	32	-50%
FLEMING FIRE 07515	3	6	-50%	12	22	-45%
MERINO FIRE 07522	8	12	-33%	29	46	-37%
PEETZ FIRE 07525	6	7	-14%	16	19	-16%

### **Information Technology Specialist (ITS):**

Daily backup of all servers, Finance & Police Systems and routine user and file security maintenance continues. We are trying a USB hard drive for possible weekly off site backup storage to the Service Center.

ITS Anderson was called in on a Sunday morning regarding the Citrix server not responding, a reboot of the system made it available again. A power supply was replaced on the Citrix server earlier this month.

A controller card went out on the Mobile server; we took the ImageNT server down for 2 days instead to keep the Mobile server up. Now a fan has gone out on the ImageNT server and waiting for replacement, meanwhile the server is accessible.

The ITS set up two tablet computers for the Water division to access maps on in the field. She started a PO for some new computers.

ITS Anderson assisted several departments to make updates to the City Website, and with other printer and computer problems.

Mary Ann attended a SWellness meeting and made flyers and arrangements for the next SWellness events. She also attended a Great West Retirement Corporation meeting.

## CITY ATTORNEY

### APRIL 2013 MONTHLY REPORT

#### MEETINGS:

The City Attorney attends City Council meetings and work sessions, Staff meetings, Planning Commission meetings, and various other meetings as needed, including meetings with department directors, individual City Council members, and other personnel. The City Attorney also attends miscellaneous meetings with the City Manager and individuals as needed and requested. The Deputy City Attorneys attend meetings as required for their respective positions.

The paralegal attends staff meetings, Swellness presentations, and secretarial meetings when there is training.

#### DOCUMENT PREPARATION:

Prepared agendas and packets for City Attorney's submission to City Council Meetings.

Prepared the following Resolutions:

Resolution No. 4-1-13, Series of 2013 – A Resolution before the City of Sterling, Logan County, Colorado, approving a Memorandum of Understanding for Mutual Aid with the State of Colorado Department of Corrections.

Resolution No. 4-2-13, Series of 2013 – A Resolution repealing Resolution No. 11-5-12, Series of 2012; and adopting a new charges and fees policy; and establishing new charges and fees as required in numerous sections of the Sterling City Code, as set forth herein; and user charges and fees not required to be set by specific sections of the Sterling City Code.

Resolution No. 4-3-13, Series of 2013 – A Resolution before the City of Sterling, Logan County, Colorado approving an Agreement with the RE-1 Valley School District and Sterling Baseball Organization.

Prepared the following Ordinances:

Ordinance No. 6, Series of 2013 – An Ordinance approving Addendum to Contract for Services between the City of Sterling and Logan County for the provision of Ambulance Service.

Other Documents:

Addendum to ambulance service contract with Logan County.

#### MUNICIPAL COURT:

The Deputy City Attorney did not prosecute any charges; two Defendants failed to appear for trials. Ten Defendants changed their pleas to guilty prior to trial. Ten charges were dismissed, including upon proof of insurance, and satisfaction of several sales taxes charges. Nineteen defendants entered into a Stipulation for Deferred Judgment. This office prepares Court documents, including miscellaneous pleadings such as guilty pleas and stipulations, various subpoenas, memos to the Police Department and Humane Society regarding trials, trial schedules, motions, jury instructions when needed, and correspondence and discovery letters. Court files are copied and Police Department, Humane Society, and attorney files are prepared for trial.

#### LIQUOR LICENSING:

This office processed four applications for renewal of liquor licenses and one Tastings permit renewal application.

MISCELLANEOUS:

This office prepared a Release and letter regarding a damage claim submitted to the City. This office also prepared a letter requesting reimbursement to the City for damage to City property.

The City Attorney's office staff visited the City Service Center to meet with employees.

This office is working on outstanding matters pertaining to construction and permanent easements for the new water treatment plant.

The paralegal does research, drafts documents and pleadings, and performs all other related legal work relating to the position. The paralegal makes telephone calls to library patrons regarding past due items, and processes letters to library patrons prepared by the library staff, regarding past due items. The paralegal also assists the HR Department with answering the telephones and receptionist duties when needed, and covers/assists other departments as requested, when necessary.

The paralegal attended online CIRSA training for "Trips, Slips and Falls", and an all-day liquor licensing class.

## **FINANCE DEPARTMENT**

### **APRIL 2013 MONTHLY REPORT**

The Finance Department assisted 3,164 customers during the month of April 2013. This compares to 2,746 customers in April 2012. This number does not include the contacts made by the Director of Finance. There were on average 144 customer contacts per day for April 2013. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in April 2013 in comparison to April 2012.

The General Fund revenues for the month of April 2013 amounted to \$1,276,909.76. The revenue for the month ended April 2012 in the General Fund amounted to \$1,263,277.54. Expenditures for the General fund for the month ending April 30, 2013 amounted to \$858,409.75 and for the same period in 2012 the expenditures were \$1,030,708.56.

Cash in all City funds totaled \$2,424,451.71 on April 30, 2013 and for April 30, 2012 on hand was \$2,363,857.65. On April 30, 2013 the City of Sterling had outstanding a total of \$13,682,028.83 in investments, this amount is for all funds. This breaks down to \$205,939.02 in Certificates of Deposit, \$13,375,635.36 ColoTrust Plus and \$100,454.45 in Money Market.

There were \$1,301,413.02 worth of checks issued in April 2013 for all funds; this compares to \$2,169,633.62 for the same period in 2012. There were 6464.0 gallons of gasoline and diesel used in the month of April 2013 for all City operations. This compares to 5765.7 gallons gasoline and diesel used in April 2012.

Please see the Finance Department's activity list below for other comparisons.

## Investment Breakdown

2013

THIS SUMMARY IS PROVIDED TO SHOW THE PLACEMENT OF INVESTMENTS. PLEASE REFER TO THE BALANCE SHEETS FOR THE VARIOUS FUNDS FOR TOTAL CASH & CASH EQUIVALENT.

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	4/30/13
<b>General Fund:</b>				
Colotrust Plus	\$1,957,308.72	\$300,000.00	\$325,206.78	\$1,982,515.50
Colotrust Plus - Seizure Money	\$26,648.01	\$0.00	\$3.06	\$26,651.07
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$1,983,956.73</b>	<b>\$300,000.00</b>	<b>\$325,209.84</b>	<b>\$2,009,166.57</b>
<b>Hotel Tax Fund:</b>				
Colotrust Plus	\$130,767.06	\$0.00	\$7,014.96	\$137,782.02
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$130,767.06</b>	<b>\$0.00</b>	<b>\$7,014.96</b>	<b>\$137,782.02</b>
<b>Water Fund:</b>				
Colotrust Plus	\$1,118,845.25	\$0.00	\$880,183.31	\$1,999,028.56
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$1,118,845.25</b>	<b>\$0.00</b>	<b>\$880,183.31</b>	<b>\$1,999,028.56</b>
<b>Sanitation Fund:</b>				
Colotrust Plus	\$533,178.54	\$0.00	\$20,061.41	\$553,239.95
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$533,178.54</b>	<b>\$0.00</b>	<b>\$20,061.41</b>	<b>\$553,239.95</b>
<b>Sewer Fund:</b>				
Colotrust Plus	\$3,805,333.06	\$0.00	\$75,434.34	\$3,880,767.40
Certificates of Deposit	\$205,939.02	\$0.00	\$0.00	\$205,939.02
Money Market	\$100,450.18	\$0.00	\$8.40	\$100,458.58
<b>TOTALS</b>	<b>\$4,111,722.26</b>	<b>\$0.00</b>	<b>\$75,442.74</b>	<b>\$4,187,165.00</b>
<b>Perpetual Care Fund:</b>				
Colotrust Plus	\$171,084.71	\$0.00	\$7,019.53	\$178,104.24
<b>TOTALS</b>	<b>\$171,084.71</b>	<b>\$0.00</b>	<b>\$7,019.53</b>	<b>\$178,104.24</b>

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	4/30/13
<b>Library Improvement Fund:</b>				
Colotrust Plus	\$27,908.80	\$0.00	\$3.13	\$27,911.93
<b>TOTALS</b>	<b>\$27,908.80</b>	<b>\$0.00</b>	<b>\$3.13</b>	<b>\$27,911.93</b>
<b>Conservation Trust Fund:</b>				
Colotrust Plus	\$139,599.95	\$14,175.00	\$14.73	\$125,439.68
<b>TOTALS</b>	<b>\$139,599.95</b>	<b>\$14,175.00</b>	<b>\$14.73</b>	<b>\$125,439.68</b>
<b>Karl Falch Library Trust Fund:</b>				
Colotrust Plus	\$31,107.04	\$0.00	\$3.55	\$31,110.59
<b>TOTALS</b>	<b>\$31,107.04</b>	<b>\$0.00</b>	<b>\$3.55</b>	<b>\$31,110.59</b>
<b>Employee Self-Insurance Fund:</b>				
Colotrust Plus	\$569,980.89	\$0.00	\$64.56	\$570,045.45
<b>TOTALS</b>	<b>\$569,980.89</b>	<b>\$0.00</b>	<b>\$64.56</b>	<b>\$570,045.45</b>
<b>Service Center Fund:</b>				
Colotrust Plus	\$345,125.87	\$10,000.00	\$45,042.02	\$380,167.89
<b>TOTALS</b>	<b>\$345,125.87</b>	<b>\$10,000.00</b>	<b>\$45,042.02</b>	<b>\$380,167.89</b>
<b>Old Hire Police Pension Fund:</b>				
Colotrust Plus	\$0.00	\$0.00	\$788,040.56	\$788,040.56
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$788,040.56</b>	<b>\$788,040.56</b>
<b>Risk Management Fund:</b>				
Colotrust Plus	\$804,401.84	\$0.00	\$10,091.43	\$814,493.27
<b>TOTALS</b>	<b>\$804,401.84</b>	<b>\$0.00</b>	<b>\$10,091.43</b>	<b>\$814,493.27</b>
<b>Capital Equipment Fund:</b>				
Colotrust Plus	\$1,106,073.85	\$0.00	\$50,129.11	\$1,156,202.96
<b>TOTALS</b>	<b>\$1,106,073.85</b>	<b>\$0.00</b>	<b>\$50,129.11</b>	<b>\$1,156,202.96</b>

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	4/30/13
<b>Capital Improvement Fund:</b>				
Colotrust Plus	\$714,053.14	\$0.00	\$10,081.15	\$724,134.29
Colotrust Plus - Museum Exhibits	\$0.00	\$0.00	\$0.00	\$0.00
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$714,053.14</b>	<b>\$0.00</b>	<b>\$10,081.15</b>	<b>\$724,134.29</b>
<b>Grand Totals All Funds:</b>				
Colotrust Plus	\$11,481,416.73	\$324,175.00	\$2,218,393.63	\$13,375,635.36
Certificates of Deposit	\$205,939.02	\$0.00	\$0.00	\$205,939.02
Money Market	\$100,450.18	\$0.00	\$8.40	\$100,458.58
<b>Grand Total</b>	<b>\$11,787,805.93</b>	<b>\$324,175.00</b>	<b>\$2,218,402.03</b>	<b>\$13,682,032.96</b>

## GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

4/30/2013

### BALANCE SHEET

#### ASSETS:

Cash	\$441,936.21
Flex Cash Account	\$6,743.05
Petty Cash	\$830.00
Cash with County Treasurer	\$342,951.68
Accounts Receivable	\$201,558.00
Taxes Receivable	\$51,411.80
Sales Tax Receivable	\$631,080.69
Property Tax Receivable	\$1,015,476.00
Investments	\$1,982,515.50
Investment - Federal Seizure	\$26,651.07
Prepaid Fuel	\$33,417.22
Prepaid Fuel - Airport	\$19,500.24
Postage Clearing Account	\$1,725.96
Prepaid Prisoner Housing	\$47,566.00
Sales Tax Clearing	-\$4.00

#### TOTAL ASSETS

\$4,803,359.42

#### LIABILITIES:

Ded/Ben Clearing Account	\$548.21
Accounts Payable	\$53,105.33
Accounts Payable - Logan County	\$1,090.17
Accrued Salaries	\$211,526.81
Court Bonds	\$100.00
Restitution Clearing Account	\$1,011.72
Seizures	\$600.00
Deferred Revenue	\$1,015,476.00
Deferred Revenue - Other	\$13,442.35

#### TOTAL LIABILITIES

\$1,296,900.59

#### FUND BALANCE:

Reserve for Museum (Bernice Sanders)	\$28,294.53
Reserve for Museum (Exhibits)	\$42,505.32
Designated for Arts	\$60,000.00
Unreserved Fund Balance	\$2,994,632.57
Excess Revenue over Expenditures	\$381,026.41

#### TOTAL FUND BALANCE

\$3,506,458.83

#### TOTAL LIABILITIES & FUND BALANCE

\$4,803,359.42

**GENERAL FUND**

4/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Real & Personal Prop. Tax	\$1,015,537.00	\$337,281.83	\$683,722.96	\$331,814.04
Road & Bridge Fund Taxes	\$80,000.00	\$0.00	\$31,130.86	\$48,869.14
Auto Ownership Taxes	\$105,550.00	\$8,955.79	\$39,577.21	\$65,972.79
Sales Tax	\$6,744,000.00	\$585,504.24	\$2,155,582.01	\$4,588,417.99
Vehicle Use Tax	\$229,600.00	\$24,241.57	\$86,060.19	\$143,539.81
Building Material Use Tax	\$70,000.00	\$3,634.21	\$24,367.54	\$45,632.46
Employment Occupation Tax	\$15,400.00	\$0.00	\$15,400.00	\$0.00
<b>TOTAL TAXES</b>	<b>\$8,260,087.00</b>	<b>\$959,617.64</b>	<b>\$3,035,840.77</b>	<b>\$5,224,246.23</b>
Franchise Taxes	\$645,585.00	\$49,730.85	\$233,595.65	\$411,989.35
Licenses & Permits	\$166,600.00	\$12,892.44	\$51,727.23	\$114,872.77
Intergovernmental Revenue	\$3,404,234.00	\$154,541.90	\$510,207.84	\$2,894,026.16
Charges for Service	\$275,950.00	\$19,370.89	\$60,597.85	\$215,352.15
Fines & Forfeits	\$132,960.00	\$13,345.86	\$42,728.80	\$90,231.20
Miscellaneous Revenue	\$679,584.00	\$31,237.18	\$104,724.84	\$574,859.16
Transfer from Other Funds	\$435,903.00	\$36,173.00	\$144,692.00	\$291,211.00
<b>TOTAL OTHER REVENUES</b>	<b>\$5,740,816.00</b>	<b>\$317,292.12</b>	<b>\$1,148,274.21</b>	<b>\$4,592,541.79</b>
<b>GRAND TOTAL REVENUES</b>	<b>\$14,000,903.00</b>	<b>\$1,276,909.76</b>	<b>\$4,184,114.98</b>	<b>\$9,816,788.02</b>

**GENERAL FUND**

4/30/2013

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
<b><u>GENERAL GOVERNMENT:</u></b>				
Council	\$76,880.00	\$3,100.42	\$15,265.42	\$61,614.58
City Manager	\$355,194.00	\$24,462.70	\$117,602.67	\$237,591.33
City Attorney	\$200,495.00	\$16,726.06	\$69,655.65	\$130,839.35
Municipal Court	\$104,661.00	\$7,165.27	\$31,516.90	\$73,144.10
Finance	\$434,372.00	\$37,658.71	\$145,201.07	\$289,170.93
City Hall & Non-Departmental	\$1,505,486.00	\$116,324.82	\$606,786.19	\$898,699.81
Personnel	\$292,108.00	\$16,686.02	\$75,024.16	\$217,083.84
<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$2,969,196.00</b>	<b>\$222,124.00</b>	<b>\$1,061,052.06</b>	<b>\$1,908,143.94</b>
<b><u>PUBLIC SAFETY:</u></b>				
Police	\$1,825,154.00	\$138,210.01	\$592,237.84	\$1,232,916.16
Dispatch Center	\$582,327.00	\$35,548.66	\$182,522.88	\$399,804.12
Youth Services	\$109,923.00	\$8,690.20	\$36,886.67	\$73,036.33

Fire	\$1,521,968.00	\$109,757.70	\$451,545.67	\$1,070,422.33
Ambulance Service	\$613,789.00	\$55,731.59	\$189,760.51	\$424,028.49
<b>TOTAL PUBLIC SAFETY</b>	<b>\$4,653,161.00</b>	<b>\$347,938.16</b>	<b>\$1,452,953.57</b>	<b>\$3,200,207.43</b>

**PUBLIC WORKS:**

Street	\$2,667,835.00	\$86,748.04	\$334,360.37	\$2,333,474.63
Engineering & Operations	\$422,926.00	\$24,870.10	\$156,514.37	\$266,411.63
Airport	\$2,076,910.00	\$20,421.97	\$122,843.54	\$1,954,066.46
<b>TOTAL PUBLIC WORKS</b>	<b>\$5,167,671.00</b>	<b>\$132,040.11</b>	<b>\$613,718.28</b>	<b>\$4,553,952.72</b>

**CULTURE & RECREATION:**

Riverside Cemetery	\$234,534.00	\$11,421.65	\$63,343.73	\$171,190.27
Museum	\$146,921.00	\$7,224.39	\$29,881.17	\$117,039.83
Parks	\$449,706.00	\$28,308.08	\$109,733.38	\$339,972.62
Recreation Center	\$465,060.00	\$26,401.39	\$111,481.46	\$353,578.54
Forestry	\$146,832.00	\$14,040.04	\$51,716.88	\$95,115.12
Rec. Administration	\$581,412.00	\$27,454.33	\$128,232.51	\$453,179.49
Softball	\$42,933.00	\$2,061.98	\$5,887.37	\$37,045.63
Youth Softball	\$12,351.00	\$69.00	\$81.84	\$12,269.16
Basketball	\$8,651.00	\$53.04	\$5,757.03	\$2,893.97
Volleyball	\$6,980.00	\$1,463.12	\$2,421.42	\$4,558.58
Tolla Brown Skate Park	\$11,660.00	\$248.68	\$2,143.36	\$9,516.64
Special Events	\$24,500.00	\$541.66	\$1,459.56	\$23,040.44
Tennis	\$18,450.00	\$625.44	\$2,975.47	\$15,474.53
Youth Basketball	\$25,001.00	\$153.96	\$15,738.10	\$9,262.90
Youth Volleyball	\$9,967.00	\$46.00	\$121.03	\$9,845.97
Baseball	\$25,451.00	\$35.11	\$1,699.38	\$23,751.62
Library	\$503,257.00	\$36,159.61	\$142,690.97	\$360,566.03
<b>TOTAL CULTURE &amp; RECREATION</b>	<b>\$2,713,666.00</b>	<b>\$156,307.48</b>	<b>\$675,364.66</b>	<b>\$2,038,301.34</b>

<b>GRAND TOTAL EXPENDITURES</b>	<b>\$15,503,694.00</b>	<b>\$858,409.75</b>	<b>\$3,803,088.57</b>	<b>\$11,700,605.43</b>
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**HOTEL TAX FUND**

4/30/2013

<b><u>REVENUES</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Hotel Tax	\$102,300.00	\$5,066.06	\$24,401.84	\$77,898.16
Investment Earnings	\$200.00	\$14.96	\$61.45	\$138.55
Penalty & Interest	\$3,000.00	\$0.00	\$205.14	\$2,794.86
<b>TOTAL HOTEL TAX FUND REVENUE</b>	<b>\$105,500.00</b>	<b>\$5,081.02</b>	<b>\$24,668.43</b>	<b>\$80,831.57</b>

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$50.00	\$0.00	\$50.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>\$0.00</b>

**BALANCE SHEET  
4/30/2013**

**ASSETS:**

Cash	\$8,893.42			
Investments	\$137,782.02			
		<b>TOTAL ASSETS</b>		<b>\$146,675.44</b>

**LIABILITIES:**

Accounts Payable	\$5,874.09			
		<b>TOTAL LIABILITIES</b>		<b>\$5,874.09</b>

**FUND BALANCE:**

Retained Earnings	\$116,182.92			
Excess Revenue over Expenditures	\$24,618.43			
		<b>TOTAL FUND BALANCE</b>		<b>\$140,801.35</b>

		<b>TOTAL LIABILITIES AND FUND BALANCE</b>		<b>\$146,675.44</b>
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**WATER FUND**

4/30/2013

**BALANCE SHEET**

**ASSETS:**

Cash	\$272,065.54			
Cash with Fiscal Agent	\$9,542,198.09			
Accounts Receivable	\$282.61			
Accounts Receivable - Utility Billing	\$424,929.50			
Supply Inventory	\$179,435.73			
Investments	\$1,999,028.56			
Fixed Assets (Net)	\$30,058,693.58			
		<b>TOTAL ASSETS</b>		<b>\$42,476,633.61</b>

**LIABILITIES:**

Accounts Payable	\$324,153.30			
Unpaid Compensated Absences	\$5,468.60			
Accrued Salaries	\$7,743.60			
Accounts Payable Assess Fee	\$4,522.14			
Loan Payable CWRPDA	\$28,553,086.12			
Loan Payable Premium	\$699,242.08			
Due to Sewer Fund	\$273,290.11			
Lease Interest Payable	\$259,288.93			
		<b>TOTAL LIABILITIES</b>		<b>\$30,126,794.88</b>

**FUND BALANCE:**

Reserve for Painting	\$540,000.00
Reserve for Capital Replacement	\$3,241,015.00
Retained Earnings	\$9,208,264.16
Excess Revenue over Expenditures	<u>-\$639,440.43</u>

**TOTAL FUND BALANCE** \$12,349,838.73

**TOTAL LIABILITIES  
AND FUND BALANCE** \$42,476,633.61

**WATER FUND**

4/30/2013

<u>REVENUES</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Water Revenue-Inside Residential	\$3,309,073.00	\$215,012.80	\$870,317.59	\$2,438,755.41
Water Revenue-Outside Residential	\$308,794.00	\$16,512.66	\$67,591.80	\$241,202.20
Water Revenue-Inside Commercial	\$1,082,446.00	\$70,401.00	\$299,985.75	\$782,460.25
Water Revenue-Outside Commercial	\$7,915.00	\$408.01	\$1,740.46	\$6,174.54
Water Revenue-Inside Industrial	\$580,320.00	\$22,703.57	\$104,203.04	\$476,116.96
Misc. Water Sales	\$5,000.00	\$170.21	\$1,899.85	\$3,100.15
Surcharge	\$23,742.00	\$1,322.20	\$6,095.24	\$17,646.76
Service Charges	\$46,421.00	\$1,962.92	\$14,882.42	\$31,538.58
Tapping Charges	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Water Div. Services	\$4,000.00	\$544.29	\$876.92	\$3,123.08
Penalties	\$39,194.00	\$4,539.31	\$14,589.29	\$24,604.71
Investment Earnings	\$941.00	\$183.31	\$888.14	\$52.86
Miscellaneous	\$1,000.00	-\$0.13	\$1,730.14	-\$730.14
Rents from land	\$46,783.00	\$165,000.00	\$165,458.40	-\$118,675.40
Plant Investment Fees	\$10,000.00	\$2,160.00	\$2,160.00	\$7,840.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Other Refunds of Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$5,470,629.00</b>	<b>\$500,920.15</b>	<b>\$1,552,419.04</b>	<b>\$3,918,209.96</b>

<u>EXPENDITURES:</u> <u>WATER LINES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$233,834.00	\$19,582.68	\$82,381.25	\$151,452.75
Maintenance & Operation	\$642,656.00	\$65,997.03	\$171,986.94	\$470,669.06
Capital Outlay	\$1,656,700.00	\$10,992.01	\$39,748.97	\$1,616,951.03
Transfer to General Fund	\$129,725.00	\$10,810.00	\$43,240.00	\$86,485.00
<b>TOTAL EXPENDITURES</b>	<b>\$2,662,915.00</b>	<b>\$107,381.72</b>	<b>\$337,357.16</b>	<b>\$2,325,557.84</b>
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL WATER FUND W/DEBT</b>	<b>\$2,662,915.00</b>	<b>\$107,381.72</b>	<b>\$337,357.16</b>	<b>\$2,325,557.84</b>

**WATER PLANT:**

Personnel	\$362,438.00	\$7,181.70	\$9,886.70	\$352,551.30
Maintenance & Operation	\$2,252,568.00	\$69,771.98	\$427,606.77	\$1,824,961.23
Capital Outlay	\$3,329,589.00	\$54,715.52	\$489,649.89	\$2,839,939.11
Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$5,944,595.00</b>	<b>\$131,669.20</b>	<b>\$927,143.36</b>	<b>\$5,017,451.64</b>
Debt Service	\$1,856,738.00	\$0.00	\$927,358.95	\$929,379.05
<b>TOTAL WATER FUND W/DEBT</b>	<b>\$7,801,333.00</b>	<b>\$131,669.20</b>	<b>\$1,854,502.31</b>	<b>\$5,946,830.69</b>
<b>TOTAL EXPENDITURES</b>	<b>\$10,464,248.00</b>	<b>\$239,050.92</b>	<b>\$2,191,859.47</b>	<b>\$8,272,388.53</b>

**SANITATION FUND**

4/30/2013

**BALANCE SHEET****ASSETS:**

Cash	\$226,701.15			
Accounts Receivable	\$507.06			
Accounts Receivable - Utility Billing	\$44,397.66			
Supply Inventory	\$16,153.25			
Investments	\$553,239.95			
Fixed Assets (Net)	\$181,979.14			
		<b>TOTAL ASSETS</b>		<b>\$1,022,978.21</b>

**LIABILITIES:**

Accounts Payable	\$246.19			
Unpaid Compensated Absences	\$11,797.42			
Accrued Salaries	\$5,053.33			
		<b>TOTAL LIABILITIES</b>		<b>\$17,096.94</b>

**FUND BALANCE:**

Reserve for Equipment	\$28,389.00			
Reserve for Capital Replacement	\$868,946.00			
Retained Earnings	\$129,200.96			
Excess Revenue over Expenditures	-\$20,654.69			
		<b>TOTAL FUND BALANCE</b>		<b>\$1,005,881.27</b>
		<b>TOTAL LIABILITIES AND FUND BALANCE</b>		<b>\$1,022,978.21</b>

**SANITATION FUND**

4/30/2013

<b>REVENUES:</b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Sanitation Revenue-Inside	\$450,000.00	\$37,895.72	\$150,965.23	\$299,034.77
Rubbish Collection Fees	\$1,500.00	\$31.01	\$62.51	\$1,437.49

Sanitation Services	\$0.00	\$0.00	\$0.00	\$0.00
Penalties	\$5,500.00	\$517.30	\$1,736.65	\$3,763.35
Investment Earnings	\$1,100.00	\$61.41	\$278.65	\$821.35
Miscellaneous	\$0.00	\$0.00	\$52.80	-\$52.80
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$458,100.00</b>	<b>\$38,505.44</b>	<b>\$153,095.84</b>	<b>\$305,004.16</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Personnel	\$172,090.00	\$15,806.58	\$62,342.85	\$109,747.15
Maintenance & Operation	\$271,767.00	\$33,643.44	\$89,215.68	\$182,551.32
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to General Fund	\$66,578.00	\$5,548.00	\$22,192.00	\$44,386.00
<b>TOTAL EXPENDITURES</b>	<b>\$510,435.00</b>	<b>\$54,998.02</b>	<b>\$173,750.53</b>	<b>\$336,684.47</b>

### SEWER FUND

4/30/2013

#### BALANCE SHEET

#### **ASSETS:**

Cash	\$221,112.41
Accounts Receivable	\$1,751.24
Accounts Receivable - Industrial	\$19,410.17
Accounts Receivable - Utility Billing	\$145,497.66
Due From Water Fund	\$273,290.11
Supply Inventory	\$76,634.10
Investments	\$4,187,165.00
Fixed Assets (Net)	\$10,211,039.28

#### TOTAL ASSETS

**\$15,135,899.97**

#### **LIABILITIES:**

Accounts Payable	\$8,582.16
Unpaid Compensated Absences	\$12,771.00
Accrued Salaries	\$10,094.81
Loan Payable CWRPDA	\$669,037.50
Interest Payable	\$9,972.58

#### TOTAL LIABILITIES

**\$710,458.05**

#### **FUND BALANCE:**

Reserve for Capital Projects	\$111,784.00
Reserve for Trunk Line Replacement	\$177,431.45
Reserve for Lagoons	\$316,110.26
Reserve for Capital Replacement	\$9,014,776.00
Retained Earnings	\$4,883,883.66
Excess Revenue over Expenditures	-\$78,543.45

#### TOTAL FUND BALANCE

**\$14,425,441.92**

#### TOTAL LIABILITIES AND FUND BALANCE

**\$15,135,899.97**

## SEWER FUND

4/30/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sewer Revenue-Inside Residential	\$973,000.00	\$81,444.31	\$323,354.21	\$649,645.79
Sewer Revenue-Outside Residential	\$101,900.00	\$8,536.40	\$36,867.52	\$65,032.48
Sewer Revenue-Inside Commercial	\$339,434.00	\$23,588.43	\$113,810.53	\$225,623.47
Sewer Revenue-Outside Commercial	\$3,156.00	\$286.77	\$1,119.16	\$2,036.84
Sewer Revenue-Inside Industrial	\$264,733.00	\$21,085.81	\$55,846.57	\$208,886.43
Tapping Charges	\$1,650.00	\$0.00	\$0.00	\$1,650.00
Sewer Division Charges	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Penalties	\$15,611.00	\$1,480.91	\$5,187.53	\$10,423.47
Investment Earnings	\$7,338.00	\$475.62	\$2,070.50	\$5,267.50
Miscellaneous	\$2,000.00	\$0.00	\$0.10	\$1,999.90
Outside Billing	\$2,400.00	\$155.50	\$722.00	\$1,678.00
Plant Investment Fees	\$10,000.00	\$2,700.00	\$2,700.00	\$7,300.00
Compensation for loss	\$42,257.00	\$0.00	\$0.00	\$42,257.00
Other Refund of Expenditure	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$1,766,479.00</b>	<b>\$139,753.75</b>	<b>\$541,678.12</b>	<b>\$1,224,800.88</b>
<u>EXPENDITURES:</u> <u>LINES AND SERVICES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$91,768.00	\$6,302.16	\$25,624.15	\$66,143.85
Maintenance & Operation	\$381,906.00	\$58,681.55	\$133,539.27	\$248,366.73
Capital Outlay	\$208,000.00	\$0.00	\$0.00	\$208,000.00
Transfer to General Fund	\$71,051.00	\$5,920.00	\$23,680.00	\$47,371.00
<b>TOTAL LINES &amp; SERVICES</b>	<b>\$752,725.00</b>	<b>\$70,903.71</b>	<b>\$182,843.42</b>	<b>\$569,881.58</b>
Debt Service	\$179,141.00	\$0.00	\$21,965.22	\$157,175.78
<b>TOTAL LINES &amp; SERVICES W/DEBT</b>	<b>\$931,866.00</b>	<b>\$70,903.71</b>	<b>\$204,808.64</b>	<b>\$727,057.36</b>
<u>TREATMENT FACILITIES:</u>				
Personnel	\$277,958.00	\$19,890.06	\$82,746.65	\$195,211.35
Maintenance & Operation	\$834,998.00	\$72,913.22	\$277,086.28	\$557,911.72
Capital Outlay	\$22,040.00	\$0.00	\$0.00	\$22,040.00
Transfer to General Fund	\$166,749.00	\$13,895.00	\$55,580.00	\$111,169.00
<b>TOTAL TREATMENT FACILITIES</b>	<b>\$1,301,745.00</b>	<b>\$106,698.28</b>	<b>\$415,412.93</b>	<b>\$886,332.07</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,233,611.00</b>	<b>\$177,601.99</b>	<b>\$620,221.57</b>	<b>\$1,613,389.43</b>

**PERPETUAL CARE FUND**

4/30/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Perpetual Care	\$16,000.00	\$500.00	\$4,050.00	\$11,950.00
Perpetual Care - niches	\$15,000.00	\$1,000.00	\$3,500.00	\$11,500.00
Investment Earnings	\$300.00	\$19.53	\$86.85	\$213.15
<b>TOTAL REVENUES</b>	<b>\$31,300.00</b>	<b>\$1,519.53</b>	<b>\$7,636.85</b>	<b>\$23,663.15</b>

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$320.00	\$0.00	\$320.00	\$0.00
Niche Engraving	\$5,000.00	\$600.00	\$900.00	\$4,100.00
Transfer to General Fund	\$300.00	\$0.00	\$0.00	\$300.00
<b>TOTAL EXPENDITURES</b>	<b>\$5,620.00</b>	<b>\$600.00</b>	<b>\$1,220.00</b>	<b>\$4,400.00</b>

**BALANCE SHEET**

4/30/2013

<b><u>ASSETS:</u></b>				
Cash	\$3,047.86			
Investments	\$178,104.24			
		<b>TOTAL ASSETS</b>		<b>\$181,152.10</b>
<b><u>LIABILITIES:</u></b>				
Accounts Payable	\$300.00			
		<b>TOTAL LIABILITIES</b>		<b>\$300.00</b>
<b><u>FUND BALANCE:</u></b>				
Unreserved Fund Balance	\$174,435.25			
Excess Revenue over Expenditures	\$6,416.85			
		<b>TOTAL FUND BALANCE</b>		<b>\$180,852.10</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b>\$181,152.10</b>

**LIBRARY IMPROVEMENT FUND**

4/30/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$50.00	\$3.13	\$14.20	\$35.80

Contributions	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$50.00</b>	<b>\$3.13</b>	<b>\$14.20</b>	<b>\$35.80</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Audit	\$50.00	\$0.00	\$50.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>\$0.00</b>

**BALANCE SHEET  
4/30/2013**

<b><u>ASSETS:</u></b>				
Cash	\$352.86			
Investments	\$27,911.93			
		<b>TOTAL ASSETS</b>		<b>\$28,264.79</b>
<b><u>LIABILITIES:</u></b>				
Accounts Payable	\$0.00			
		<b>TOTAL LIABILITIES</b>		<b>\$0.00</b>
<b><u>FUND BALANCE:</u></b>				
Unreserved Fund Balance	\$28,300.59			
Excess Revenue over Expenditures	-\$35.80			
		<b>TOTAL FUND BALANCE</b>		<b>\$28,264.79</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b>\$28,264.79</b>

**CONSERVATION TRUST FUND**

4/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
State Contributions	\$140,000.00	\$0.00	\$41,499.64	\$98,500.36
Investment Earnings	\$350.00	\$14.73	\$71.88	\$278.12
<b>TOTAL REVENUES</b>	<b>\$140,350.00</b>	<b>\$14.73</b>	<b>\$41,571.52</b>	<b>\$98,778.48</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Tennis Court Improvements	\$8,000.00	\$0.00	\$6,863.99	\$1,136.01
Steel picnic tables	\$11,000.00	\$0.00	\$11,000.00	\$0.00
Bridge - Pioneer Park	\$0.00	\$0.00	\$0.00	\$0.00
Aluminum tables	\$0.00	\$0.00	\$0.00	\$0.00
Basketball Court Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Softball Field Improvements	\$0.00	\$0.00	\$0.00	\$0.00

Wood Chips	\$21,000.00	\$0.00	\$14,175.00	\$6,825.00
Playground Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Recreation Center Improvements	\$4,500.00	\$0.00	\$3,679.00	\$821.00
Krull Park	\$0.00	\$0.00	\$0.00	\$0.00
Pioneer Park Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Replaster Pool	\$56,000.00	\$0.00	\$46,000.00	\$10,000.00
Roof - Columbine	\$0.00	\$0.00	\$0.00	\$0.00
Replace Tile	\$60,000.00	\$0.00	\$0.00	\$60,000.00
<b>TOTAL EXPENDITURES</b>	<b>\$160,500.00</b>	<b>\$0.00</b>	<b>\$81,717.99</b>	<b>\$78,782.01</b>

**BALANCE SHEET**

4/30/2013

**ASSETS:**

Cash	\$1.00			
Investments	\$125,439.68			
		<b>TOTAL ASSETS</b>		<b>\$125,440.68</b>

**LIABILITIES:**

Accounts Payable	\$0.00			
		<b>TOTAL LIABILITIES</b>		<b>\$0.00</b>

**FUND BALANCE:**

Unreserved Fund Balance	\$165,587.15			
Excess Revenue over Expenditures	-\$40,146.47			
		<b>TOTAL FUND BALANCE</b>		<b>\$125,440.68</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b>\$125,440.68</b>

**KARL FALCH LIBRARY TRUST FUND**

4/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$60.00	\$3.55	\$15.91	\$44.09
<b>TOTAL REVENUES</b>	<b>\$60.00</b>	<b>\$3.55</b>	<b>\$15.91</b>	<b>\$44.09</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Books Purchased	\$800.00	\$0.00	\$0.00	\$800.00
Audit	\$55.00	\$0.00	\$55.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$855.00</b>	<b>\$0.00</b>	<b>\$55.00</b>	<b>\$800.00</b>

**BALANCE SHEET**  
4/30/2013

**ASSETS:**

Cash	\$321.11		
Investments	\$31,110.59		
		<b>TOTAL ASSETS</b>	<b>\$31,431.70</b>

**LIABILITIES:**

Accounts Payable	\$0.00		
		<b>TOTAL LIABILITIES</b>	<b>\$0.00</b>

**FUND BALANCE:**

Unreserved Fund Balance	\$31,470.79		
Excess Revenue over Expenditures	-\$39.09		
		<b>TOTAL FUND BALANCE</b>	<b>\$31,431.70</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$31,431.70</b>

**EMPLOYEE SELF-INSURANCE FUND**

4/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$1,000.00	\$64.56	\$290.48	\$709.52
Employee Premiums	\$174,132.00	\$20,094.82	\$91,911.26	\$82,220.74
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
City Premiums	\$1,584,840.00	\$99,956.89	\$408,435.90	\$1,176,404.10
<b>TOTAL REVENUES</b>	<b>\$1,759,972.00</b>	<b>\$120,116.27</b>	<b>\$500,637.64</b>	<b>\$1,259,334.36</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
Premium	\$1,758,972.00	\$120,826.78	\$496,504.59	\$1,262,467.41
FLEX	\$3,000.00	\$190.00	\$810.00	\$2,190.00
Audit	\$630.00	\$0.00	\$630.00	\$0.00
Transfer General Fund	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$1,762,602.00</b>	<b>\$121,016.78</b>	<b>\$497,944.59</b>	<b>\$1,264,657.41</b>

**BALANCE SHEET**  
4/30/2013

**ASSETS:**

Cash	\$23,423.84		
Accounts Receivable	\$966.50		
Investments	\$570,045.45		
		<b>TOTAL ASSETS</b>	<b>\$594,435.79</b>

**LIABILITIES:**

Accounts Payable	\$0.00		
		<b>TOTAL LIABILITIES</b>	<b>\$0.00</b>

**FUND BALANCE:**

Retained Earnings	\$591,742.74		
Excess Revenue over Expenditures	\$2,693.05		
		<b>TOTAL FUND BALANCE</b>	<b>\$594,435.79</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$594,435.79</b>

**SERVICE CENTER FUND**

4/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$664.00	\$42.02	\$171.82	\$492.18
Miscellaneous	\$0.00	\$1,139.80	\$1,139.80	-\$1,139.80
Transfer of Reserves	\$421,178.00	\$35,095.00	\$140,380.00	\$280,798.00
Transfer for Lease Payment	\$232,120.00	\$19,342.00	\$77,368.00	\$154,752.00
<b>TOTAL REVENUES</b>	<b>\$653,962.00</b>	<b>\$55,618.82</b>	<b>\$219,059.62</b>	<b>\$434,902.38</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Personnel	\$316,738.00	\$24,114.36	\$104,181.57	\$212,556.43
Maintenance & Operation	\$363,778.00	\$12,616.30	\$46,907.02	\$316,870.98
Capital Outlay	\$6,000.00	\$0.00	\$0.00	\$6,000.00
Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$686,516.00</b>	<b>\$36,730.66</b>	<b>\$151,088.59</b>	<b>\$535,427.41</b>

**BALANCE SHEET**

4/30/2013

**ASSETS:**

Cash	\$15.10		
Cash - Bank of Cherry Creek	\$3.02		
Investments	\$380,167.89		
Fixed Assets (Net)	\$2,067,508.23		
		<b>TOTAL ASSETS</b>	<b>\$2,447,694.24</b>

**LIABILITIES:**

Accounts Payable	\$509.72
Unpaid Compensated Absences	\$19,857.49
Accrued Salaries	\$10,166.34

Lease Payable	\$1,190,000.00		
Lease Interest Payable	\$4,760.00		
		<b>TOTAL LIABILITIES</b>	<b>\$1,225,293.55</b>
<b><u>FUND BALANCE:</u></b>			
Retained Earnings	\$1,154,429.66		
Excess Revenue over Expenditures	\$67,971.03		
		<b>TOTAL FUND BALANCE</b>	<b>\$1,222,400.69</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$2,447,694.24</b>

**OLD HIRE POLICE FUND**  
4/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$2,500.00	\$40.56	\$40.56	\$2,459.44
Proceeds	\$1,059,335.00	\$1,440,619.29	\$1,440,619.29	-\$381,284.29
<b>TOTAL REVENUES</b>	<b>\$1,061,835.00</b>	<b>\$1,440,659.85</b>	<b>\$1,440,659.85</b>	<b>-\$378,824.85</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Pension	\$81,832.00	\$2,674.07	\$2,674.07	\$79,157.93
Capital Outlay	\$130,725.00	\$15,840.80	\$103,920.80	\$26,804.20
<b>TOTAL EXPENDITURES</b>	<b>\$212,557.00</b>	<b>\$18,514.87</b>	<b>\$106,594.87</b>	<b>\$105,962.13</b>

**BALANCE SHEET**  
4/30/2013

<b><u>ASSETS:</u></b>			
Cash	-\$53.51		
Accounts Receivable - FPPA	\$268,752.00		
Investments	\$788,040.56		
Prepaid Contribution	\$277,325.93		
		<b>TOTAL ASSETS</b>	<b>\$1,334,064.98</b>
<b><u>LIABILITIES:</u></b>			
Accounts Payable	\$0.00		
		<b>TOTAL LIABILITIES</b>	<b>\$0.00</b>
<b><u>FUND BALANCE:</u></b>			
Unreserved Fund Balance	\$0.00		
Excess Revenue over Expenditures	\$1,334,064.98		
		<b>TOTAL FUND BALANCE</b>	<b>\$1,334,064.98</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$1,334,064.98</b>

**RISK MANAGEMENT FUND**

**4/30/2013**

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$1,500.00	\$91.43	\$425.31	\$1,074.69
Miscellaneous	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Compensation for Loss	\$5,000.00	\$0.00	\$465.95	\$4,534.05
Transfer of Reserves	\$257,670.00	\$66,110.50	\$130,525.50	\$127,144.50
Transfer Workers Comp	\$198,744.00	\$44,908.00	\$94,353.45	\$104,390.55
<b>TOTAL REVENUES</b>	<b>\$467,914.00</b>	<b>\$111,109.93</b>	<b>\$225,770.21</b>	<b>\$242,143.79</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Claims Paid	\$60,000.00	\$479.36	\$988.11	\$59,011.89
Expense for Workers Comp	\$198,564.00	\$58,657.00	\$108,298.00	\$90,266.00
Premium Fees	\$257,670.00	\$61,845.25	\$131,092.15	\$126,577.85
Expense for Unemployment	\$10,000.00	\$0.00	\$171.66	\$9,828.34
Materials & Supplies	\$300.00	\$0.00	\$100.00	\$200.00
Audit	\$590.00	\$0.00	\$590.00	\$0.00
Transfer to General Fund	\$1,500.00	\$0.00	\$0.00	\$1,500.00
<b>TOTAL EXPENDITURES</b>	<b>\$528,624.00</b>	<b>\$120,981.61</b>	<b>\$241,239.92</b>	<b>\$287,384.08</b>

**BALANCE SHEET**

**4/30/2013**

<b><u>ASSETS:</u></b>			
Cash	\$8,183.86		
Investments	\$814,493.27		
		<b>TOTAL ASSETS</b>	<b>\$822,677.13</b>
<b><u>LIABILITIES:</u></b>			
Accounts Payable	\$9,054.00		
		<b>TOTAL LIABILITIES</b>	<b>\$9,054.00</b>
<b><u>FUND BALANCE:</u></b>			
Emergency Reserve	\$350,000.00		
Retained Earnings	\$479,092.84		
Excess Revenue over Expenditures	-\$15,469.71		
		<b>TOTAL FUND BALANCE</b>	<b>\$813,623.13</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$822,677.13</b>

**CAPITAL EQUIPMENT FUND**

4/30/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,400.00	\$129.11	\$544.63	\$855.37
Compensation for Loss	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$575,300.00	\$47,938.00	\$191,752.00	\$383,548.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$576,700.00</b>	<b>\$48,067.11</b>	<b>\$192,296.63</b>	<b>\$384,403.37</b>

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$905.00	\$0.00	\$905.00	\$0.00
Police Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Fire Equipment	\$120,102.00	\$2,828.99	\$10,193.99	\$109,908.01
Public Works Equipment	\$284,500.00	\$0.00	\$0.00	\$284,500.00
Finance Equipment	\$8,175.00	\$0.00	\$6,824.00	\$1,351.00
Parks, Lib & Rec Equipment	\$9,365.00	\$0.00	\$0.00	\$9,365.00
Non-Dept Equipment	\$8,010.00	\$0.00	\$8,165.00	-\$155.00
<b>TOTAL EXPENDITURES</b>	<b>\$431,057.00</b>	<b>\$2,828.99</b>	<b>\$26,087.99</b>	<b>\$404,969.01</b>

**BALANCE SHEET**

4/30/2013

Cash	\$15,365.86		
Investments	\$1,156,202.96		
Fixed Assets (Net)	\$1,889,106.87		
		<b>TOTAL ASSETS</b>	<b>\$3,060,675.69</b>
<u><b>LIABILITIES:</b></u>			
Accounts Payable	\$2,828.99		
Lease Payable	\$147,134.07		
Lease Interest Payable	\$8,134.31		
		<b>TOTAL LIABILITIES</b>	<b>\$158,097.37</b>
<u><b>FUND BALANCE:</b></u>			
Retained Earnings	\$2,736,369.68		
Excess Revenue over Expenditures	\$166,208.64		
		<b>TOTAL FUND BALANCE</b>	<b>\$2,902,578.32</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$3,060,675.69</b>

**CAPITAL IMPROVEMENT FUND**

4/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$1,500.00	\$81.15	\$361.97	\$1,138.03
Misc. Income	\$50.00	\$0.11	\$4.31	\$45.69
Rents From Land	\$17,006.00	\$3,584.36	\$24,952.77	-\$7,946.77
Grants	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$18,556.00</b>	<b>\$3,665.62</b>	<b>\$25,319.05</b>	<b>-\$6,763.05</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Museum Exhibits	\$0.00	\$0.00	\$0.00	\$0.00
Building Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Audit	\$300.00	\$0.00	\$300.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$300.00</b>	<b>\$0.00</b>	<b>\$300.00</b>	<b>\$0.00</b>

**BALANCE SHEET**

4/30/2013

<b><u>ASSETS:</u></b>			
Cash	\$10,683.20		
Accounts Receivable	\$81,358.13		
Investments	\$724,134.29		
		<b>TOTAL ASSETS</b>	<b>\$816,175.62</b>
<b><u>LIABILITIES:</u></b>			
Accounts Payable	\$0.00		
		<b>TOTAL LIABILITIES</b>	<b>\$0.00</b>
<b><u>FUND BALANCE:</u></b>			
Unreserved Fund Balance	\$791,156.57		
Excess Revenue over Expenditures	\$25,019.05		
		<b>TOTAL FUND BALANCE</b>	<b>\$816,175.62</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$816,175.62</b>

## HUMAN RESOURCES DEPARTMENT

### APRIL 2013 MONTHLY REPORT

The following is a partial list of activities in which the Human Resources Department participated in during the month of April.

**CDL TESTING** – A DOT Random Drug test was not conducted during the month of April. There were six (6) pre-employment drug screens conducted, including seasonal hires.

**WORKERS' COMPENSATION** – The City continues to work on all injury cases that are presented for on-the-job injuries. One (1) claim was filed during April.

#### **JOB OPPORTUNITIES** –

<b>Positions Open</b>	<b>Positions Filled</b>
Seasonal lifeguard and lifeguard WSI	Police Officer (1)
Police Officer (2)	Recreation Supervisor
Water Treatment Plant Operator (2)	Apprentice Water Plant Operator
Lead Water Treatment Plant Operator	Water Plant Operator – D Certification
Fire Captain	Seasonal Groundskeeper (4)
Utilities Superintendent	
PLR Director	
Softball officials, scorekeepers and Field Supervisors	
Fire Secretary	

**PERSONNEL BOARD** – Personnel Board did not meet during April.

#### **MISCELLANEOUS ACTIVITIES**

CIRSA Webinar concerning upcoming Property Casualty/Workers' Compensation application was viewed by HR Assistant on April 17. Application process will open on April 29 and close on June 7.

Orientations were conducted for the positions of Recreation Supervisor and Apprentice Water Plant Operator.

HR Director attended CIRSA Orientation Workshop in Denver on April 3. This workshop presented an overview of what CIRSA is able to provide for the City under their coverage.

Loss Control Audit was conducted by Jay Williamson, CIRSA, on April 16. Fire Chief, Police Chief, and PW Director were also involved in the audit. Audit scores will be received early in May.

HR Director, Recreation Superintendent, PCF Superintendent and Fire Captain attend the Work Force Center Job Fair at NJC on Wednesday, April 10.

Police Officer testing was conducted on April 30.

**MUNICIPAL COURT**  
**APRIL 2013 MONTHLY REPORT**

DESCRIPTION	Apr 2013	Apr 2012	Apr Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>ARRAIGNMENTS</b>	53	52	2%	202	183	10%	277	-27%
<b>JUVENILE CASES</b>	16	2	700%	37	11	236%	34	10%
TRAFFIC		1	-100%		2	-100%	2	-100%
NO INSURANCE					1	-100%	1	-100%
NO SEAT BELT							0	-100%
SPEEDING				1			1	67%
UNDERAGE POSS OF TOBACCO				1			2	-44%
POSS. OF MARIJUANA/DRUG PARAPHERNALIA				6	6		4	58%
THEFT	1			5			4	32%
DISTURBING THE PEACE/NOISES				4			3	18%
RESISTING ARREST/FAILURE TO COMPLY							0	-100%
INJURING/DEFACING PROPERTY	4	1	300%	5	1	400%	2	150%
TRESPASSING	2			2			4	-50%
UNDERAGE POSS/CONS ALCOHOL/PROCURE	8			11	1	1000%	7	49%
CURFEW FOR MINORS							1	-100%
OTHER	1			2			3	-29%
<b>ADULT CASES</b>	37	50	-26%	165	172	-4%	244	-32%
TRAFFIC	4	10	-60%	17	35	-51%	28	-40%
NO INSURANCE	4			11	5	120%	18	-40%
NO SEAT BELT		2	-100%		3	-100%	30	-100%
SPEEDING		2	-100%	3	11	-73%	30	-90%
PARKING	1			10	13	-23%	27	-62%
POSS. MARIJUANA/DRUG PARAPHERNALIA		2	-100%	9	12	-25%	16	-44%
THEFT	14	3	367%	38	18	111%	14	175%
DISTURBING THE PEACE/NOISES		1	-100%	7	4	75%	7	6%
RESISTING ARREST/FAILURE TO COMPLY		1	-100%	1	4	-75%	2	-44%
INJURING/DEFACING PROPERTY				5			1	525%
TRESPASSING	4	1	300%	7	4	75%	13	-46%
UNDERAGE POSS/CONS ALCOHOL	5	25	-80%	38	45	-16%	28	38%
SALE / PROCUREMENT / OPEN CONTAINER				5			1	525%
OTHER	4	3	33%	7	7		11	-39%
ANIMAL	1			7	11	-36%	16	-55%
NUISANCES							3	-100%
JUVENILE ARR'S FOUND GUILTY	3	1	200%	16	6	167%	21	-25%
JUVENILE ARR'S DISMISSED							5	-100%
JUVENILES PLACED ON PROB/DJ/UPS	9	1	800%	22	9	144%	23	-6%
JUVENILE VIOLS OF PROB/DJ/UPS				3			5	-40%
JUVENILE FTA/PWL							33	-100%
ADULT ARR'S FOUND GUILTY	15	20	-25%	68	67	1%	99	-31%
ADULT ARR'S DISMISSED	5	5		12	16	-25%	34	-65%
ADULTS PLACED ON PROB/DJ/UPS	18	32	-44%	55	52	6%	37	49%
ADULT VIOLS OF PROB/DJ/UPS				1			9	-89%
ADULT FTA/PWL		2	-100%	5	10	-50%	57	-91%

DESCRIPTION	Apr 2013	Apr 2012	Apr Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	50	46	9%	164	136	21%	163	1%
CONTINUANCE/SET FOR TRIALS/ETC	16	15	7%	74	59	25%	56	32%
CASES REVIEWED	61	37	65%	226	162	40%	162	40%
TRIALS FOUND GUILTY	6	9	-33%	20	25	-20%	19	4%
TRIALS FOUND NOT GUILTY				3	1	200%	198	-98%
TRIALS DISMISSED	5	5		16	11	45%	24	-34%
NEW CHARGES PROCESSED	99	107	-7%	313	334	-6%	419	-25%
NEW WARRANTS	23	15	53%	59	45	31%	66	-10%
DAYS JUVENILES SENT TO DETENTION				4			123	-97%
DAYS ADULTS SENT TO JAIL	10	10		60	10	500%	66	-9%
PAID TICKETS	38	40	-5%	125	144	-13%	315	-60%
PAID WITH AUTO POINT REDUCTION	19	19		70	72	-3%	73	-4%
PAID AS REGULAR TICKET	19	21	-10%	55	72	-24%	156	-65%
FROM PWL TO WARRANT							1	-100%

## **POLICE DEPARTMENT**

### **APRIL 2013 MONTHLY REPORT**

During April 2013, the police department responded to 973 Calls for Service, a 13 percent decrease from the 1,124 Calls for Service responded to in April of 2012. The year-to-date calls for service at the end of April 2013 were 3,487, a 16 percent decrease from the 4,158 noted at the end of April 2012.

Officers responded to 20 traffic accidents during the month of April, which represents a five percent increase over the 19 responded to in April of 2012. Officers issued 43 penalty assessments during April 2013, which is a 50 percent decrease from the 86 penalty assessments issued in April 2012. Officers also issued 147 Warning tickets during April 2013, a 51 percent decrease over the 299 Warning tickets issued in April 2012. Officers arrested five drivers on DUI charges during April 2013, which is a 38 percent decrease over the eight DUI arrests in April of 2012.

Among the criminal offenses reported were three sex offenses, fourteen assault offenses, six burglaries, 32 larceny/thefts, three motor vehicle thefts, three fraud offenses, 14 vandalisms, and five drug violations. The value of property stolen during the month was \$15,493 and \$4,328 was recovered. Officers arrested 40 adults and seven juveniles, for a total of 47 arrests in April 2013. This is 10 more arrests or a 21 percent increase over the total of 37 arrests made in April of 2012.

In April, the Youth Services Division received 27 youth referrals (10 males and 17 females). Youth Services received referrals from the following: 26 from the Sterling Police Department, and one from a school.

Officers responded to 31 calls at local liquor establishments, with 43 calls being reported in April of 2012.

Sterling Police officers and staff completed 344.92 hours of training during the month of April 2013. This total includes 152.67 hours of training logged in by our Cadet, Christopher Fleckenstein, who graduated from the Otero Junior College Police Academy on April 27 and was sworn in as our newest officer on April 29, 2013. Year-to-date, officers and staff have completed 1,846.42 hours of training.

DESCRIPTION	Apr 2013	Apr 2012	Apr Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	973	1,124	-13%	3,487	4,158	-16%	4,623	-25%
MOTOR VEHICLE ACCIDENTS	20	19	5%	79	68	16%	86	-8%
CRIMINAL OFFENSES	152	124	23%	555	385	44%	479	16%
GROUP "A" OFFENSES	85	61	39%	301	214	41%	259	16%
GROUP "B" OFFENSES	67	73	-8%	254	192	32%	224	13%
VANDALISM	14	17	-18%	48	53	-9%	47	2%
ARRESTS								
ADULTS	40	32	25%	176	136	29%	226	-22%
JUVENILES	7	5	40%	23	11	109%	25	-7%
PROPERTY								
STOLEN	15,493	31,800	-51%	101,416	71,226	42%	93,515	8%
RECOVERED	4,328	700	518%	17,012	8,943	90%	28,230	-40%
MUNICIPAL CHARGES								
PA'S	43	86	-50%	121	214	-43%	460	-74%
CRIMINAL CHARGES	14	18	-22%	107	85	26%	100	7%
WARNINGS	147	299	-51%	504	1,086	-54%	1,322	-62%
STATE CHARGES								
TRAFFIC	14	25	-44%	84	119	-29%	160	-47%
DUI'S	5	8	-38%	22	23	-4%	26	-16%
CRIMINAL CHARGES	29	32	-9%	138	87	59%	117	18%
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	10	26	-62%	64	63	2%	61	6%
FEMALE	17	9	89%	55	30	83%	30	81%
TOTAL	27	35	-23%	119	93	28%	91	31%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	26	34	-24%	108	85	27%	81	33%
LOGAN COUNTY SHERIFF'S OFFICE				3	1	200%	1	275%
DISTRICT COURT		1	-100%		2	-100%	1	-100%
STATE PATROL/OTHER JURISDICTION				1			1	67%
PARENT/SELF				1	1		2	-44%
SCHOOL	1			6	4	50%	6	7%

DESCRIPTION	Apr 2013	Apr 2012	Apr Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	973	1,124	-13%	3,487	4,158	-16%	4,623	-25%
MOTOR VEHICLE ACCIDENTS	20	19	5%	79	68	16%	86	-8%
CRIMINAL OFFENSES	152	124	23%	555	385	44%	479	16%
GROUP "A" OFFENSES	85	61	39%	301	214	41%	259	16%
GROUP "B" OFFENSES	67	73	-8%	254	192	32%	224	13%
VANDALISM	14	17	-18%	48	53	-9%	47	2%
ARRESTS								
ADULTS	40	32	25%	176	136	29%	226	-22%
JUVENILES	7	5	40%	23	11	109%	25	-7%
PROPERTY								
STOLEN	15,493	31,800	-51%	101,416	71,226	42%	93,515	8%
RECOVERED	4,328	700	518%	17,012	8,943	90%	28,230	-40%
MUNICIPAL CHARGES								
PA'S	43	86	-50%	121	214	-43%	460	-74%
CRIMINAL CHARGES	14	18	-22%	107	85	26%	100	7%
WARNINGS	147	299	-51%	504	1,086	-54%	1,322	-62%
STATE CHARGES								
TRAFFIC	14	25	-44%	84	119	-29%	160	-47%
DUI'S	5	8	-38%	22	23	-4%	26	-16%
CRIMINAL CHARGES	29	32	-9%	138	87	59%	117	18%
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	10	26	-62%	64	63	2%	61	6%
FEMALE	17	9	89%	55	30	83%	30	81%
TOTAL	27	35	-23%	119	93	28%	91	31%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	26	34	-24%	108	85	27%	81	33%
LOGAN COUNTY SHERIFF'S OFFICE				3	1	200%	1	275%
DISTRICT COURT		1	-100%		2	-100%	1	-100%
STATE PATROL/OTHER JURISDICTION				1			1	67%
PARENT/SELF				1	1		2	-44%
SCHOOL	1			6	4	50%	6	7%

## STERLING FIRE DEPARTMENT

### APRIL 2013 MONTHLY REPORT

#### OPERATIONS

Chief:

- Lead Command Staff meeting
- Meet with the president of NJC
- Captain Testing
- Attended SRFPD meeting
- Attended NCRETAC meeting online
- Attended Logan County Fire Chiefs special

#### TRAINING

- Volunteer training
- EMS skills training
- CPAP Training
- T-18 and E-104 driver training (1002's)
- Pump training at Hospital
- AMLS, PHTLS Training

#### MAINTENANCE

- T-18 ladder repair at Industrial Welding
- Seatbelt check at Sterling High School
- ESF 8 Radio roll call drill
- Med-2 batteries replaced
- Holmatro extrication equipment serviced

#### OTHER

- Logan County Fire Chief's meeting at Sterling
- Command staff meeting

DESCRIPTION	Apr 2013	Apr 2012	Apr Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg
<b>FIRES</b>							
City		0		2	8	-75%	10
Rural	10	15	-33%	1	56	-98%	30
Total		15	-100%	3	64	-95%	40
<b>EMS/RESCUE</b>							
City	60	81	-26%	48	366	-87%	245
Rural	36	14	157%	2	57	-96%	54
Total	96	95	1%	50	423	-88%	299
<b>HAZARDOUS CONDITION</b>							
City	2	22	-91%	11	103	-89%	81
Rural	1	6	-83%	1	27	-96%	27
Total	3	28	-89%	12	130	-91%	107
<b>TOTAL 911 SERV CALLS</b>							
City	89	103	-14%	61	477	-87%	374
Rural	55	35	57%	4	140	-97%	111
Total	144	138	4%	65	617	-89%	484
<b>AVERAGE RESPONSE TIME</b>							
City	4	3	13%	9	15	-42%	18
Rural	19	11	64%	7	44	-83%	46
Overall Average	#DIV/0!	7	#DIV/0!	8	30	-73%	31
<b>GENERAL ALARMS</b>							
Total General Alarms	5	6	-17%	7	24	-71%	17
Average Number of Firefighters	16	9	76%	10	12	-18%	47
<b>BUILDING FIRES</b>							
Total Building Fires	1	0		2	12	-83%	8
Fires Confined to Rm of Origin		0			2	-100%	1
<b>TRAINING HOURS</b>							
Career Hours		366	-100%	1,183	1,983	-40%	1,207
Volunteer Hours		40	-100%	138	202	-32%	235
Total Hours		406	-100%	1,321	2,185	-40%	1,442
Average Career Hours		24.4	-100%	79	132	-40%	80
Average Volunteer Hours		3.3	-100%	12	17	-32%	20
<b>FIRE INSPECTIONS</b>							
New Inspections	27	42	-36%	221	273	-19%	228
Re-Inspections		41	-100%	46	134	-66%	100
Total Inspections	27	83	-67%	267	407	-34%	329
<b>HYDRANT INSPECTIONS</b>		0					5

## PUBLIC WORKS DEPARTMENT

### APRIL 2013 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of April with a high temperature of 83° recorded at the Sterling Municipal Airport on the 28th. Evening temperatures also fluctuated similarly with a low of the month being 7° on the evening of the 10th and a high evening low of 47° recorded on the 7th. The station located east of Sterling recorded a total precipitation of .0" for the month. However, at Sterling Municipal Airport there was a total of 1.21" recorded in the month of April. (The current weather monitoring device at the water station is under repair.)

#### MONTHLY CLIMATOLOGICAL SUMMARY for APR. 2013

NAME: Sterling Municipal Airport    CITY:        STATE:  
 ELEV: 4038 ft    LAT: 40° 37' 00" N    LONG: 103° 16' 00" W

TEMPERATURE (°F), RAIN (in), WIND SPEED (mph)

DAY	MEAN		TIME	LOW	TIME	HEAT	COOL	RAIN	AVG		TIME	DOM
	TEMP	HIGH				DEG	DEG		WIND	HIGH		
1	38.2	51.9	5:00p	25.2	5:30a	26.8	0.0	0.00	6.2	22.0	3:30p	SE
2	40.6	46.8	4:00p	33.4	3:00a	24.4	0.0	0.00	7.7	25.0	12:00p	SSE
3	44.8	59.0	6:00p	35.1	7:00a	20.2	0.0	0.00	6.1	20.0	2:00p	SSE
4	52.6	69.7	5:30p	34.9	3:00a	13.0	0.6	0.00	5.3	20.0	11:30p	SE
5	59.0	76.4	5:00p	42.8	6:30a	8.9	3.0	0.00	5.9	43.0	9:30p	S
6	56.5	68.9	2:00p	38.8	5:00a	9.1	0.6	0.00	10.6	31.0	3:30p	W
7	56.8	69.2	3:00p	47.0	7:00a	8.5	0.3	0.01	7.8	38.0	4:00p	WNW
8	49.6	74.5	4:00p	27.6	12:00m	16.7	1.4	0.45	13.8	54.0	7:00p	NNE
9	16.7	27.5	12:30a	13.3	12:00m	48.3	0.0	0.00	19.5	46.0	12:30a	N
10	19.0	26.7	5:30p	7.2	4:30a	46.0	0.0	0.00	9.9	27.0	2:00p	NW
11	30.1	48.9	4:30p	12.6	5:30a	34.9	0.0	0.00	7.4	35.0	4:30p	NW
12	40.7	49.4	1:00p	32.5	11:30p	24.3	0.0	0.15	6.8	25.0	2:00p	NNE
13	46.9	61.4	3:30p	29.6	4:00a	18.1	0.0	0.00	8.7	31.0	12:00m	NE
14	44.7	51.0	2:00p	35.0	10:30p	20.3	0.0	0.07	22.1	55.0	11:30a	W
15	31.1	36.3	12:30a	28.3	11:00a	33.9	0.0	0.02	7.9	18.0	9:30a	NNE
16	31.1	34.1	5:00p	27.9	3:00a	33.9	0.0	0.10	11.4	31.0	3:00p	E
17	29.1	32.5	12:30a	24.3	12:00m	35.9	0.0	0.02	11.2	26.0	4:30p	NE
18	26.3	33.3	5:00p	17.7	7:00a	38.7	0.0	0.00	13.5	35.0	3:30p	NW
19	41.9	54.1	4:00p	26.7	12:30a	23.1	0.0	0.00	11.9	29.0	12:30p	W
20	48.6	63.0	3:30p	33.2	6:00a	16.4	0.0	0.05	3.7	24.0	11:30p	S
21	51.8	63.9	4:30p	38.4	6:00a	13.2	0.0	0.19	6.9	30.0	11:00a	NNE
22	36.1	48.0	1:00a	26.6	12:00m	28.9	0.0	0.13	12.6	38.0	11:00a	NNE
23	30.5	43.0	6:30p	23.5	8:00a	34.5	0.0	0.01	8.1	21.0	1:30p	NNE
24	40.4	56.5	4:00p	23.3	5:30a	24.6	0.0	0.00	6.7	35.0	2:30p	S
25	48.8	68.5	4:30p	26.2	5:00a	16.5	0.3	0.00	3.6	19.0	1:30p	S
26	56.7	72.1	2:30p	35.7	6:00a	10.1	1.8	0.00	6.1	32.0	3:30p	NE
27	58.3	78.9	3:30p	34.4	6:30a	10.9	4.2	0.00	5.3	31.0	12:30p	WSW
28	65.1	83.0	2:30p	40.9	4:00a	6.1	6.2	0.00	9.8	33.0	9:30a	W
29	65.5	82.4	4:30p	46.6	6:00a	5.0	5.4	0.01	7.9	32.0	1:00p	SSW
30	52.2	60.4	1:30a	41.6	12:00m	12.8	0.0	0.00	11.8	36.0	9:00p	NNE
<hr/>												
	43.7	83.0	28	7.2	10	664.0	23.8	1.21	9.2	55.0	14	NNE

Max >= 90.0: 0  
 Max <= 32.0: 2  
 Min <= 32.0: 15  
 Min <= 0.0: 0  
 Max Rain: 0.45 ON 04/08/13  
 Days of Rain: 9 (>.01 in) 4 (>.1 in) 0 (>1 in)  
 Heat Base: 65.0 Cool Base: 65.0 Method: Integration

## STREET/SANITATION DIVISIONS

The resources spent sweeping City streets is up with 227 blocks being swept throughout the month compared to a year ago.

An increase in resources was expended in cleaning catch basins with the number being 343 throughout the month compared to 0 a year ago.

There were 17 tons of salt/sand mix material being used in April and the division removed 11 loads of snow from City streets. The division plowed/sanded 530 miles of City streets.

The sanitation division collected 142 tons of loose trash throughout the month. However, they collected 473 tons of compacted trash. This compacted trash is a 5% decrease compared to a year ago. Under time and material removals there were 5 tons this month.

DESCRIPTION	Apr 2013	Apr 2012	Apr Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>STREET MAINTENANCE</b>								
Streets Swept (Blocks)	227	77	195%	1,502	1,187	27%	1,712	-12%
Streets Swept (Intersections)								
Sweeper Water-Dust Control (Gals)	3,320	1,280	159%	19,320	20,120	-4%	25,870	-25%
Flushing Streets (Gals)								
Gravel/ABC-Alleys (Tons)		59	-100%		118	-100%	135	-100%
Gravel/ABC-Streets (Tons)					2,443	-100%	541	-100%
Grading Alleys (Blocks)		162	-100%		396	-100%	411	-100%
Grading Streets (Blocks)							200	-100%
Grade Parking Lots (Blocks)							3	-100%
Excavate Sub-base (Cu Yds)		363	-100%		363	-100%	173	-100%
Excavate Asphalt (Tons)	50			50			43	17%
Excavate Concrete (Tons)							11	-100%
Structure Backfill (Tons)		87	-100%		87	-100%	234	-100%
Backfill-Pit Run & Yard Stock Dirt (Cu Yds)					135	-100%	216	-100%
Hot Bituminous Mix (Tons)							86	-100%
Emulsion/Tack Oil (Gals)							4	-100%
Cold Mix-Asphalt (Tons)	0	1,808	-100%	2	1,810	-100%	846	-100%
Catchbasins - Altosid Briquets								
Catchbasins Cleaned (Each)	343			476	363	31%	544	-12%
Painting-Parking (Gals)				1			5	-80%
Painting-Crosswalks (Gals)							5	-100%
Painting-Curbs (Gals)				6				
Painting-Symbols (Gals)								
Painting-Lanes(Gals)								
<b>SIGN MAINTENANCE</b>								
Traffic Control-Repair (Each)		1	-100%	5	3	67%	5	-4%
Traffic Control-Replace (Each)		2	-100%	2	12	-83%	54	-96%
Traffic Control-Install (Each)		2	-100%	1	12	-92%	63	-98%
Traffic Control-Remove (Each)		2	-100%		10	-100%	59	-100%
Street Name-Repair (Each)							1	-100%









Sanitary Sewer Relined-all sizes (Ft)								
<b>Sewer Lines Cleaned (Ft.) 4"</b>							20	-100%
Sewer Lines Cleaned (Ft.) 6"							918	-100%
Sewer Lines Cleaned (Ft.) 8"							6,369	-100%
Sewer Lines Cleaned (Ft.) 10"		400	-100%		2,900	-100%	3,880	-100%
Sewer Lines Cleaned (Ft.) 12" & larger		2,000	-100%		3,000	-100%	1,921	-100%
<b>Sewer Lines Repaired (Ft.)</b>								
Sewer Lines Repaired (Ft.) 6"								
Sewer Lines Repaired (Ft.) 8"							1	-100%
Sewer Lines Repaired (Ft.) 10"								
Sewer Lines Repaired (Ft.) 12" & larger							0	-100%
Sanitary Tap Locates (No.)	83			245			22	1024%
Sanitary Line Locates (No.)	52	129	-60%	158	395	-60%	312	-49%
Sanitary Manhole Locates (No.)	84	258	-67%	237	790	-70%	547	-57%
Sanitary Manholes Constructed (No.)							0	-100%
Sanitary Manholes Inspected (No.)							3	-100%
Sanitary Manholes Repaired (No.)							0	-100%
Sanitary Manholes Raised (No.)								
Sanitary Manholes Lowered (No.)								
Lift Stations Checked (No.)					6	-100%	17	-100%
Lift Stations Cleaned/Washed (No.)		9	-100%		14	-100%	21	-100%
Lift Stations Repaired (No.)							2	-100%
Lift Station Alarms (No.)		21	-100%		35	-100%	8	-100%
<b>MISCELLANEOUS-OTHER</b>								
Sewer Lines Televised (Ft.) all sizes					60	-100%	12	-100%
Sewer Service Lines Televised (No)					1	-100%	2	-100%
Sewer Service Taps Televised (No)					2	-100%	2	-100%
Sewer Service Lines Replaced (No)					1	-100%	0	-100%
Sewer Service Taps Replaced (No)					1	-100%	0	-100%
Manhole Risers Manufactured (No.)								
<b>STORM SECTION</b>								
<b>Storm Sewer Lines Installed (Ft.)</b>								
Sewer Lines Installed -8" (Ft)								
Sewer Lines Installed -10" (Ft)								
Sewer Lines Installed -12" & larger (Ft)								
<b>Storm Sewer Lines Replaced (Ft.)</b>								
sewer lines replaced-8" (Ft)								
Sewer lines replaced-10" (Ft)							1	-100%
Sewer Lines Replaced-12" & larger (Ft)								
<b>Storm Sewer lines Cleaned (Ft.)</b>								
Sewer lines cleaned-8" (Ft)								
Sewer lines cleaned-10" (Ft)								
Sewer lines cleaned-12" & larger (Ft)								
<b>Storm Sewer Lines Repaired (Ft.)</b>								
Sewer Lines Repaired-8" (Ft)								
Sewer Lines Repaired-10" (Ft)								
Sewer Lines Repaired-12"&larger (Ft)							2	-100%
Storm Manholes Constructed (No.)							0	-100%

Storm Manholes Inspected (No.)								
Storm Manholes Repaired (No.)								
Storm Manholes Replaced (No.)							0	-100%
Catchbasins Constructed (No.)								
Catchbasins Inspected (No.)								
Catchbasins Repaired (No.)								
Catchbasins Replaced (No.)								
Catchbasins Cleaned (No.)							3	-100%
Storm Sewer Line Locates (No.)	7	129	-95%	52	395	-87%	350	-85%
Storm Sewer Manhole Locates (No.)	3	258	-99%	37	790	-95%	505	-93%
Call Customer by Phone							1	-100%

### **AIRPORT DIVISION**

The airport division witnessed 162 operations during the month of April. Throughout the month this division sold 3,153 gallons of fuel, which is a 23% increase from April 2012. However the total year-to-date of 8,823 gallons of fuel, is also a 41% decrease compared to a year ago.

DESCRIPTION	Apr 2013	Apr 2012	Apr Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>OPERATIONS BY A/C TYPE</b>								
A/C Single Engine	97	106	-8%	362	369	-2%	512	-29%
A/C Multi Engine	8	7	14%	36	28	29%	56	-36%
Helicopter	14	14		46	86	-47%	64	-28%
Turbojet	43	36	19%	133	194	-31%	198	-33%
Other Types							3	-100%
<b>TOTAL OPERATIONS</b>	162	163	-1%	577	677	-15%	833	-31%
<b>AVIATION FUEL DISPENSATION</b>								
Avgas (Gals.)	474	760	-38%	2,557	3,285	-22%	3,542	-28%
Jet-A (Gals.)	2,679	1,794	49%	6,266	11,662	-46%	8,250	-24%
<b>TOTAL FUEL</b>	3,153	2,554	23%	8,823	14,947	-41%	11,792	-25%

### **CODE ENFORCEMENT DIVISION**

There were 0 permits issued for new residential work with a construction value of \$0 in the month of April. There were 13 permits for residential additions/alterations with a construction value of \$45,176.00. There were 0 permits issued for new non-residential work with a construction value of \$0 in the month of April. Furthermore there were 3 permits for non-residential additions and/or alterations with a construction value of \$181,000.00. For summation of the month there was a total of 16 building permits issued with a fee structure of \$7,732; 0 demo permits with a fee structure of \$0; 10 fence permits with a fee structure of \$200; 5 mechanical permits with a fee structure of \$183; 1 sign permit with a fee structure of \$20; 9 excavation permits with a fee structure of \$5, 0 manufactured home hookup permits with a fee structure of \$0 and 14 miscellaneous permits and/or approvals issued with a fee structure of \$2,394.00. Throughout April, there were 55 permits and/or approvals issued with a





<b>Nonresidential Add/Alterations 437</b>								
Permits	3	4	-25%	9	14	-36%	17	-48%
Value	181,000	148,358	22%	409,610	435,140	-6%	1,192,552	-66%
<b>DEMOLITIONS</b>								
Single-Family 645								
Two-Family 646								
Three & Four Family 647								
Five or More Family 648								
Others 649							0	-100%
<b>PERMITS AND FEES</b>								
<b>Building</b>								
Permits	16	33	-52%	45	81	-44%	59	-24%
Fees	7,732	14,728	-48%	45,083	85,331	-47%	58,817	-23%
<b>Demolitions</b>								
Permits		1	-100%		3	-100%	2	-100%
Fees		24	-100%		72	-100%	43	-100%
<b>Fence</b>								
Permits	10	9	11%	13	25	-48%	20	-36%
Fees	200	180	11%	260	500	-48%	400	-35%
<b>Mechanical</b>								
Permits	5	9	-44%	19	21	-10%	15	23%
Fees	183	308	-41%	651	644	1%	551	18%
<b>Sign</b>								
Permits	1	2	-50%	6	4	50%	8	-25%
Fees	20	40	-50%	160	100	60%	212	-25%
<b>Excavation</b>								
Permits	9	6	50%	20	18	11%	14	43%
Fees	5	130	-96%	40	315	-87%	181	-78%
<b>Manufactured Home Hookups</b>								
Permits		2	-100%		2	-100%	2	-100%
Fees		150	-100%		150	-100%	116	-100%
<b>Miscellaneous</b>								
Permits	14	101	-86%	42	210	-80%	107	-61%
Fees	2,394	31,460	-92%	7,260	57,853	-87%	22,205	-67%
<b>TOTALS - PERMITS AND FEES</b>								
Permits	55	163	-66%	145	364	-60%	227	-36%
Fees	10,534	47,020	-78%	53,454	144,964	-63%	82,524	-35%
<b>Nuisance Violations</b>								
Vehicle Violations	35	5	600%	142	121	17%	143	-1%
Grass/weed Violations	36	147	-76%	36	148	-76%	104	-65%
Miscellaneous Violations	26	35	-26%	392	178	120%	147	167%
Totals-Nuisance Violations	97	187	-48%	570	447	28%	394	45%

## **PARKS, LIBRARY AND RECREATION DEPARTMENT**

### **APRIL 2013 MONTHLY REPORT**

#### **DEPARTMENT OVERVIEW**

There were 30 pavilion reservations made in April, for a year-to-date total of 69. There were 10 facility reservations prepared during the month.

No money was paid out in the Tree Planting program. A total of \$250 was paid out in the Tree Removal Program.

The Department secretary attended PLR staff, secretary and newsletter meetings during the month. She also prepared and distributed PLR news releases to media. She covered the phone in HR 6 times. She also called for copier repair once. Department secretary also assisted with preparations for the Arbor Day celebration and attended the same.

#### **PARKS, CEMETERY, AND FORESTRY**

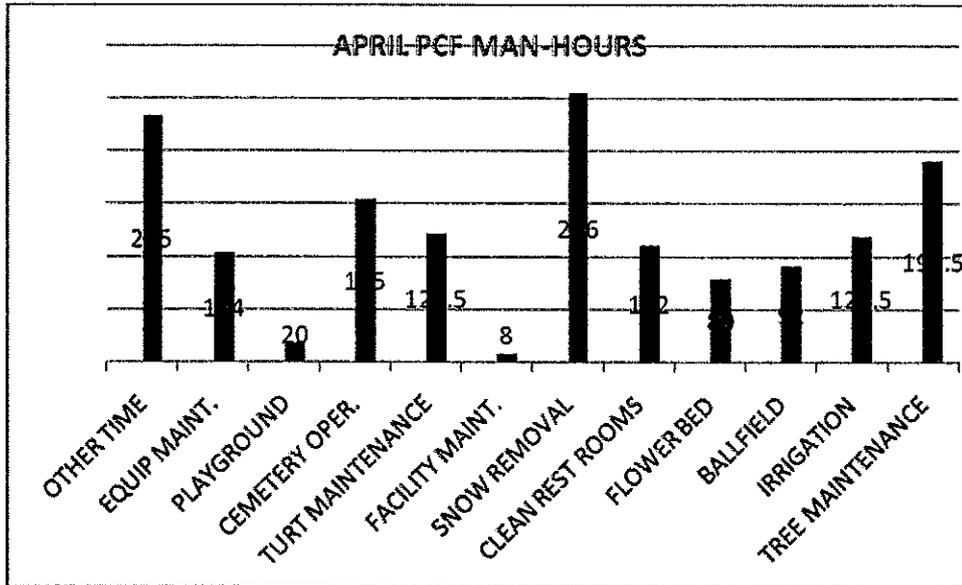
**Parks** – The Parks employees were busy this month with a number of snow storms that hit the area. Two new memorial benches were installed at Pioneer Park and we would like to thank those patrons for their generous support. The flower beds have been cleaned out around the City buildings and parks. Mowing and spraying operations are taking place between snow storms. The sprinkler systems are being turned on and repairs are being made. Edging of the parks' walkways and City buildings sidewalks are almost complete; with the south side of Columbine remaining. The Parks crews removed some of the sprinkler heads from the SBO baseball fields for infield work to be done. The Parks Division received a two hundred dollar donation from an area disc golf club for repairs and upkeep. Thank you to these local disc golfers.

**Cemetery** – During April there were seven grave openings and closings, four cremation and three full burials. Two grave spaces were sold this month. Along with the cemetery's routine maintenance, one hundred twenty - three graves were repaired. The new sod arrived and was installed the third week in April. The sprinkler systems have been turned on and repairs are being made. Mowing, trimming and spraying operation also began this month.

**Forestry** – Action Requests are continuing as scheduled. The Forestry Division helped the City of Sterling celebrate Arbor Day on April 26, 2013 with the planting of six new trees at Pioneer Park. This year also marked the 25<sup>th</sup> consecutive year Sterling is recognized as a Tree City USA by the Arbor Day Foundation. Two classes from Merino Elementary School, Little Legs Daycare, the Mayor of Sterling, members of the PLR Board, a District Forester from the Colorado State Forest Service and members of the community attended the event. A special thank you goes out to the businesses and organizations that donated to the event - Well Fargo Bank of Sterling, Kiwanis Club of Sterling, Sun-Mart of Sterling and Home Depot of Sterling.

#### **Ongoing PCF projects:**

- Perform all routine maintenance activities and action requests as necessary.
- Install mulch on the 3<sup>rd</sup> Avenue Islands.
- Turn on sprinkler systems.
- Finish edging in the parks.



Above graph denotes man-hours used during the month.

DESCRIPTION	Apr 2013	Apr 2012	Apr Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>PARKS</b>								
Man-hours of equip maint (all PCF)	104	136	-23%	104	640	-84%	606	-83%
Facility reservations	8	6	33%	12	7	71%	14	-13%
Restroom cleanings/inspections	112	103	9%	473	465	2%	500	-5%
Man-hours of ballfield preparation	92	36	159%	233	214	9%	234	-1%
<b>CEMETERY</b>								
Opening/Closing	7	13	-46%	35	43	-19%	38	-9%
Cremains - Opening/Closing	4	7	-43%	16	19	-16%	14	11%
Spaces sold	4	1	300%	18	19	-5%	19	-6%
Monument permits							37	-100%
Graves repaired/raised	123	205	-40%	281	543	-48%	397	-29%
Niches Sold		4	-100%	7	12	-42%	9	-19%
<b>FORESTRY</b>								
Trees trimmed	7	11	-36%	102	71	44%	132	-23%
Trees removed	8	15	-47%	28	53	-47%	63	-56%
Action Requests completed	4	1	300%	19	20	-5%	20	-4%
Trees planted	6	19	-68%	6	29	-79%	13	-55%
Stumps removed by contract							14	-100%

## LIBRARY

The patron count for Sterling Public Library from April 1 through April 30, 2013 was 4,616.

There were 50 meetings in the Community Room in April.

The library had 7 Community Servants for a total of 78 hours of community service. The library had 11 volunteers who worked 51 hours. Total volunteer hours during April were 129.

Sterling Public Library made 205 interlibrary loan requests of other libraries and received 159 items. Other libraries made 194 interlibrary loan requests and Sterling Public Library loaned 171 items. Lending libraries were unable to fill 22 requests and Sterling Public Library was unable to fill 23 requests. Total interlibrary loan requests were 399 and 330 items were circulated.

Janet Bigler reported 9 tutors worked with 23 students for 158 hours during April.

On April 1<sup>st</sup> the library provided Crafty Characters. The kids made frogs using paper plates. There were 20 kids and 12 adults attending.

The Iliff Head Start brought 28 children and 10 adults to the library for a tour and stories on April 11<sup>th</sup>.

On April 13<sup>th</sup> the library held its second Saturday Kids Connection. Denise provided a program about the moon. Two children and two adults attended. The kids learned to make moon sand as a part of the program.

On April 26<sup>th</sup> Merino Kindergarten and their 5<sup>th</sup> grade buddies visited the library. The library provided a story and craft for 44 children and the 3 chaperons.

Erica Kallsen and Sandy Van Dusen provided a class on Gmail on April 18<sup>th</sup>. Four people learned how to set up and use a Gmail account.

Sterling Public Library celebrated National Library Week April 14<sup>th</sup> – 20<sup>th</sup>. Vickie Nills, Kim Sanchez and Vickie Wettstein planned events for the week. The Library provided Food for Fines on Monday. Patrons brought in canned food items for a maximum of \$3.00 in fines. The library waived \$27.80 but collected over \$100.00 that day. All week there was a special display of books by Colorado authors. Kids in the library were able to participate in an I Spy game and adults could complete a scavenger hunt. Everyone playing the games was entered in a drawing for Chamber Bucks. Kaylee Hicks and Michelle Rice were the winners.

Denise Ladd participated in Merino Literacy Night on April 22<sup>nd</sup>. She provided information about the Summer Reading program and activities for the younger children. There were 100 kids and adults participating in the evening activities.

The library staff provided a salad luncheon on April 25<sup>th</sup> to thank all of the library and literacy volunteers.

Cheryl provided stories and crafts for Our Time on April 4<sup>th</sup> and 25<sup>th</sup> with 9 and 5 participating.

On April 30<sup>th</sup> Curtis Mork also known as Lego Man provided a wonderful program about Legos. There were 62 kids and 48 adults attending. The kids were able show their creativity by using Legos to conclude the program

Dorothy Schreyer and Connie Chambers staffed AskColorado for a total of 8 hours during April.

**PROJECT UPDATE:**

Technology continues to be an important part of the library. One thousand seven hundred sixty patrons signed up and used the Internet and public access computers during April.

There were 102 children who called Dial-a-Story during April. Vickie Nills, Pam Kentfield, Dorothy Schreyer and Margie Peake read stories during the month. The stories can be heard by calling 522-6808.

Sterling Public Library has 80 children registered in the 1000 Books Before Kindergarten program. There are 13 who have turned in at least one log sheet.

DESCRIPTION	Apr 2013	Apr 2012	Apr Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
Books Checked Out	8,428	7,891	7%	31,461	33,088	-5%	31,167	1%
Digital check-out	631	505	25%	2,839	2,142	33%	428	563%
In-house Circulation	490	429	14%	1,499	2,032	-26%	3,776	-60%
Volunteer Hours	51	69	-26%	198	165	20%	59	237%
Story Time Attendance	92	78	18%	379	376	1%	279	36%
Summer Reading Program								
Reference Questions	661	608	9%	2,441	2,853	-14%	3,617	-33%
Books Placed on Hold	267	585	-54%	1,375	2,281	-40%	1,721	-20%
Inter-Library Loans								
Borrowed requests	205	222	-8%	898	862	4%	847	6%
Loaned requests	194	203	-4%	853	836	2%	884	-3%
Total	399	425	-6%	1,751	1,698	3%	1,731	1%
Library Meeting Room Use	50	34	47%	172	148	16%	69	149%
Patrons Using Facility	4,616	4,329	7%	17,670	19,051	-7%	17,330	2%
Hours Tutoring	158	301	-48%	576	596	-3%	572	1%
Internet use	2,118	1,760	20%	7,682	7,785	-1%	6,488	18%

**RECREATION DIVISION**

**SPRING VOLLEYBALL:** The spring Women's "A", "Upper B", "B" and "Co-Rec"volleyball leagues ended April 30<sup>th</sup>. The season began on March 7<sup>th</sup>. Most of the games were played in April. There were 26 teams participating in 4 separate leagues. Overall, there were 3 less

teams playing than there were last year. In April 2013, there were a total of 992 participant visits in Adult Volleyball and 620 spectator visits to Sterling Middle School and N.J.C., where the games were played.

**SUMMER YOUTH SOFTBALL:** In April, 2013, staff was extremely busy preparing for the summer Youth Softball program. Registrations were processed, a T-shirt order was prepared, umpires, scorekeepers and Supervisors hired and equipment passed out. A player skills assessment for the Sterling teams was held, and the 17 Sterling coaches drafted their players.

There are 15 girls in - Whiffle T-Ball for 4 year olds, 7 - T-ball teams for 5 & 6 year olds, 4 - Staff Pitch teams for 7 & 8 year olds, 5 - Fast Pitch teams for 9 & 10 year olds, 5 - Fast Pitch teams for 11 & 12 year olds and 6 - Fast Pitch teams for 13 & 14 year olds. Overall, with all the changes we made to the program this year, there are 29 teams, which is 3 less teams than last year. There are 333 girls in the program, which is 2 less than last year. The season begins on May 28<sup>th</sup>.

The league schedules will be prepared in May, with games beginning May 28<sup>th</sup>. We wait to start Youth Softball till after school ends. This is because of the many school-related year-end activities we have to schedule around.

**SUMMER ADULT SOFTBALL:** Registration information and materials for Men's slow pitch and Co-Rec. slow pitch softball leagues were processed in April. Last year, the Men's leagues went down from 16 games to 12 games and the Co-Rec. leagues went down from 12 games to 8 games. The leagues schedules will be prepared in May, with games beginning on May 28<sup>th</sup>.

## **RECREATION CENTER**

**INDOOR POOL DECK RESURFACING:** In April, the Recreation Center's indoor pool deck, restrooms, locker rooms and showers were resurfaced with epoxy. The pool was closed to the public for two weeks but some areas, like the women's showers were closed to the public off and on over a four week period. Restoration Concrete Inc., from Denver, did a good job. The cost to resurface was \$77,941. The scope of work included: removing all the existing tile, diamond grinding the existing concrete deck, feathering the grades up to the pool coping and around the drains, primer coat of epoxy, acceptance coat of epoxy with 3 color quarts system, and the installation of top coat sealant of epoxy with another 3 color quarts system. Epoxy is nearly impervious to hard water and able to withstand high traffic and extreme conditions without problems. The epoxy has nice shades of blue, grey, and white quarts in it which accentuates the pool plasters beautiful shade of blue. The old tile was 18 years old.

**FLEMING AFTER PROM:** The Recreation Center hosted Fleming High School's after prom party April 13<sup>th</sup>. It was well attended and ran from 12:00 midnight until 3:00 a.m. There were 106 students and 9 adult chaperones. During after prom, the Recreation Center provided just 2 cashiers because the indoor pool was closed due to the pool deck resurfacing project.

**OVERALL ADMISSIONS:** In April 2013, total admissions were 1,903 patron visits. April, 2012 admissions were 2,636 patron visits. This was down 733 patron visits. This decrease in the number of patron visits is due to the swimmers that were unable to use the indoor pool because of the resurfacing project.

**NON-PAID ADMISSIONS:** The April, 2012 admissions do not include the following free visits to the Sterling Recreation Center, due to Intergovernmental Agreements: 207 visits from

Sterling High School P.E. students; 336 visits from Sterling Middle School P.E. students; 20 visits from other Logan County schools. These free visits to the Recreation Center are provided through Intergovernmental Agreements.

**CHILD ADMISSIONS:** There were a total of 42 Child Admissions to the Recreation Center in April, 2013. In April, 2012 there were 128. This is down 86 Child Admissions.

**YOUTH ADMISSIONS:** There were a total of 430 Youth Admissions to the Recreation Center in April, 2013. In April, 2012 there were 752. This is down 322 Youth Admissions.

**SENIOR ADMISSIONS:** There were a total of 225 Senior Admissions to the Recreation Center in April, 2013. In April, 2012 there were 232. This is down 7 Senior Admissions.

**ADULT ADMISSIONS:** In April, 2013 there were a total of 795 Adult Admissions to the Recreation Center. In April, 2012 there were 834. This was down 39 Adult Admissions.

**YEARLY ADMISSIONS:** There were 302 Yearly Pass admissions to the Recreation Center in April, 2013. In April, 2012 there were 511. This was down 209 Yearly Admissions.

**AQUA AEROBICS CLASSES:** There were 42 patrons attending aqua aerobics classes in April, 2013. In April, 2012 there were 130. This is down 88 Aqua Aerobics Admissions.

**STERLING SWIM TEAM:** The Sterling Swim Team pre-season practice was scheduled to begin on April 16<sup>th</sup>, but was not able to start until April 30<sup>th</sup> due to the resurfacing project. There are just 3 kids signed up for the Sterling Swim Team pre-season practice so far. This is 11 less than this time last year. These kids accounted for just 2 visits to the Recreation Center for practice. Pre-season practices are scheduled on Tuesdays and Thursdays from 3:45 - 4:45 p.m. The pool is not open to the public at this time.

**LIFEGUARD CLASS (L.G.T.) PRE-TEST PREPARATION:** There are 32 potential youth interested in taking the American Red Cross Lifeguarding L.G.T. course offered at the Recreation Center this summer. Information and registration materials were mailed out to them in April about the class, and how to prepare for the class. This year we have offered them 9 pre-test practice dates where they can come in for free and brush up on their swimming skills before the pre-test! We have experienced staff members on hand to help them with their front crawl, breaststroke, and other skills needed to pass the pre-test! We do this for their benefit, because 98% of those who pass the pre-test, pass the L.G.T. class.

DESCRIPTION	Apr 2013	Apr 2012	Apr Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>WINTER</b>								
Volleyball Teams	26			52			9	491%
Volleyball Participants	992			1,376			202	583%
Volleyball Spectators	620			860			475	81%
Adult Basketball Teams				48	52	-8%	42	15%
Adult Basketball Participants				1,920	1,212	58%	1,127	70%
Adult Basketball Spectators				1,920	2,020	-5%	1,648	17%
Youth Basketball Teams				138	176	-22%	177	-22%
Youth Basketball Participants				3,560	6,704	-47%	10,979	-68%

Youth Basketball Spectators			12,720	13,320	-5%	14,694	-13%
Adult Basketball Tourn. Teams						25	-100%
Adult Basketball Tourn. Participants						237	-100%
Adult Basketball Tourn. Spectators						328	-100%
Open Gym Participants			614				
Denver Nugget Basketball Skills Challenge						15	-100%
Santa at the Center Participants							

## **OVERLAND TRAIL MUSEUM**

Attendance at the Museum during the month of April was 668 visitors representing 11 states.

Family Fun Saturday took place on April 6 and we had good attendance. This month's theme was "Take me out to the ballgame". Children had the opportunity to make their own baseball card, watch vintage baseball footage, make a felt pennant and participate in batting practice.

We had several facility rentals this month; Rural Young Americans, Logan County Historical Society, REA and two private functions. All groups were pleased with the facilities.

Heritage Festival planning continued. Kay met with the Logan County Lodging Tax Board and also with the Logan County Commissioners and received funding from both groups. Heritage Crafters have all been contacted and both musical groups have been confirmed. The SPD and the SFD have both offered their services on the event day as well.

Kay has received word that the grant from Colorado Humanities has been approved. A check will be sent with funds being used for programs and marketing for Journey Stories. We have also received a program grant from Wal-Mart for the Wagons West program and received a small grant from the Colorado Wyoming Association of Museums to purchase an upgrade for the PastPerfect software that is used to keep track of our collections.

School field trips began this month and are going well. The first Wagons West program was held on April 26 and went very well. Perry has trained the new staff and they have all done very well.

Colorado Life Magazine spent the day at the Museum on April 22 and interviewed several community members for an upcoming story about Sterling. The photographer from the magazine came out the following Friday and spent the whole morning photographing the museum and our visiting students.

Kay met with Nell Propst and her son Koger for the first of our oral history interviews. The Propst family have several items that they would like to donate to the museum and have spoken with us about setting up a trust in the future.

**Museum Projects**

Collections storage cleaning..... In progress  
 Accessioning artifacts.....Ongoing project  
 Archiving obits & anniversaries..... Ongoing project  
 Cleaning buildings & artifacts..... Ongoing  
 Archive room..... In progress  
 Tannery..... In progress  
 Research Room.....Plans progressing  
 Reorganization of photo archives..... In progress  
 Concrete work (gutters & sidewalks)..... Sidewalk to Karg Barn in progress

DESCRIPTION	Apr 2013	Apr 2012	Apr Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
Numbers of Donors	2	1	100%	8	8		10	-22%
Number of items donated	4	4		20	21	-5%	38	-47%
Number of School Visits	6	5	20%	7	5	40%	5	35%
Number of Students	216	140	54%	228	140	63%	189	21%
Prairie School Students								
Prairie School Teachers								
Number of Special Events	1	3	-67%	4	4		3	43%
Total Attendance of Special Events	20	50	-60%	67	60	12%	63	6%
Number of facility rentals	7			12	1	1100%	0	2900%
Number of Tour Buses		1	-100%		1	-100%	0	-100%
Tour Bus Visitors		15	-100%		15	-100%	3	-100%
States represented	11	13	-15%	55	43	28%	51	8%
Foreign Countries Represented		3	-100%	1	5	-80%	5	-81%
Total of All Visitors	668	706	-5%	1,288	1,409	-9%	1,133	14%
Volunteer Hours	38	8	369%	148	20	638%	95	55%
Square Foot, Bldg. Maintained	29,766	29,766		119,064	119,064		103,064	16%