

STERLING

A Colorado Treasure

MONTHLY REPORTS

February 2012

CITY MANAGER

FEBRUARY 2012 MONTHLY REPORT

City Manager:

City Manager Kiolbasa attended or met with the following in February:

- Meeting with Airport Consultant – Business Solutions;
- Meeting with John Gillogley regarding water service at Sterling Correctional Facility;
- Attended the shareholders meeting of Sterling Irrigation Company;
- Attended water court – Lower South Platte Water Conservation District; and
- Attended Community Planning meeting.

Executive Secretary:

The Executive Secretary continues to do the packets for Council. She attends the Administrative Staff meetings. She prepares the monthly reports, puts them on the web site and scans them into Laser Fiche for future reference.

Connie is a member of the employee newsletter committee and continues to help with the publication of it. She also attends the Web Group meetings and the clerical staff weekly meetings. She helped answer phones in the HR Department.

Emergency Management Coordinator (EMC):

MEETINGS ATTENDED

Northeast All Hazards Region

EMC Owens met with the Regional DHS Coordinator Jon Surbeck and the Regional CIAC Coordinator Lynn Gibb. They discussed the 2011 DHS grant projects for Logan County and timelines for the project. Yuma County has agreed to be the regional fiscal agent so the projects can move forward. We also discussed the upcoming 2012 and 2013 DHS grants and the upcoming drastic cuts in funding. Lynn Gibb did a PSAP survey of the Communications Center capabilities.

Next Generation 911 (NG911)

Bob attended a regional Next Generation 911 meeting in Fort Morgan with the Logan County E911 Authority Board Chairman Stan Kaiser. They discussed forming an eastern Colorado regional collaboration committee that will give the counties in eastern Colorado a larger voice at the State meetings. They also discussed resource sharing to help reduce the costs of the project. This committee will meet regularly to keep current on the issues of the project.

Colorado Department of Public Health and Environment (CDPHE)

The EMC attended a regional meeting in Yuma facilitated by the CDPHE and the Colorado Hospital Association. They reviewed regional assets and resource sharing for the hospitals in our region. They discussed how hospitals would interact with emergency management during times of large events and incidents. This group will conduct a regional tabletop exercise in April 2012 to test the capabilities of the region.

RE1 School District Safety Committee

Bob attended the RE1 safety committee meeting in February. Items discussed were:

- Adopting the new Standard Response Protocol system for the District. It was discussed on what the procedure would be to adopt and how the District would

interoperate with Law Enforcement and Emergency Management during an emergency event.

- The planned full-scale exercise scheduled for this spring was pushed back until next fall to accommodate the new protocols.

Logan County E911 Authority Board Meeting

The Logan County E911 Authority held a business meeting in February. Items discussed were:

- Updates to the E911 IGA and Bylaws. County Attorney Alan Samber was present for discussing strategies and plans to have the IGA signed by all the entities. Board members were assigned different entities and will be responsible for those signatures.
- NG911 system. Kaiser and Owens gave a report from the regional meeting that was held in Fort Morgan. There was discussion on how the project will affect our current equipment and how the system will be funded.

Northeast Colorado Emergency Managers (NCEM) Group

EMC Owens attended the NCEM monthly meeting in Fort Morgan in February. Items discussed were:

- The new NIMS EOC software system. Each county received software for the system, which will be used in the EOC during major events.
- A presentation from the Colorado State Vet on Animals in Disasters, and how we can plan and prepare for domestic animals in shelters.
- Presentations to Dave Hard, the Director of the Colorado Division of Emergency Management, on our local emergency management programs.

Logan County ESF8 Committee

The EMC attended the Logan County ESF8 meeting at the Sterling Hospital. They discussed the Alternative Care Facility project and reviewed the final draft of the IGA. Bob prepared a communications plan for Logan County that will be used in the Alternative Care master plan.

RESPONSES

A major winter storm was predicted for all of northeast Colorado at the beginning of February. EMC Owens made several press releases and internal WebEOC entries advising citizens and responders to be ready for the event. He contacted the Red Cross about preparing the winter storm shelter in advance of the storm. He moved all of the Red Cross shelter supplies to the shelter in order to pre-stage prior to the storm.

OTHER OEM ACTIVITIES

- Bob worked on the 2011 DHS grant project for remote warning siren deployments from dispatch and the Moto bridge interoperability equipment in dispatch. Both projects are moving forward and should be completed by this spring.
- The EMC completed the City of Sterling Annual Report for 2010 for the Office of Emergency Management.
- EMC Owens completed all E911 Authority paperwork and bookkeeping for February.
- Bob continued to work on the Logan County EMS Council injury prevention project for motorcycle training in Sterling. With ABATE, he assisted in preparing the site for the training. The EMC finished the working on the IGA between the

City and ABATE and got all copies signed. He got the final funding from County finance for the project and set up an account with ABATE. Bob developed press releases on the training and will distribute to newspapers and radio stations in the area.

- EMC Owens did a radio spot on 104.7 King FM and KSTC AM on winter storm preparedness and tactics for homes and vehicles during a storm.
- The EMC met with the regional representative of New World Communications on the CAD system update project. They discussed different funding possibilities and timelines. They will meet again in April with the City Manager to further refine if and when the project can be done.

Sterling Emergency Communications Center:

- Communications Center handled 1,800 calls for service during the month of February 2012, a five percent increase from the 1,708 calls received in February 2011.
- Sterling Police Department handled 913 calls for service in February 2012, an increase of 13 percent compared to 811 calls for service received in February 2011.
- Logan County Sheriff's Office received 716 calls for service in February 2012, a three percent increase compared to 694 calls for service received in February 2011.
- Crook Fire Department handled five calls for service in February 2012 compared to six calls in February 2011.
- Fleming Fire received seven calls for service in February 2012 compared to six calls for service in February 2011.
- Merino Fire handled seven calls for service in February 2012 compared to five calls for service in February 2011.
- Peetz Fire handled one call for service in February 2012 and February 2011.
- Sterling Fire handled 155 calls for service in February 2012, an increase of 65 percent compared to 94 calls for service February 2011.

DESCRIPTION	Feb 2012	Feb 2011	Feb Change	YTD 2012	YTD 2011	YTD Change
ACTIVITIES						
CALLS for SERVICE						
STERLING DISPATCH	1,800	1,708	5%	3,696	3,392	9%
CITY OF STERLING	913	811	13%	1,915	1,634	17%
LOGAN COUNTY	716	694	3%	1,401	1,336	5%
STERLING FIRE	155	94	65%	330	224	47%
CROOK FIRE	5	6	-17%	8	7	14%
FLEMING FIRE	7	6	17%	12	11	9%
MERINO FIRE	7	5	40%	12	10	20%
PEETZ FIRE	1	1		3	1	200%

Information Technology Specialist (ITS):

Daily backup of servers, and Finance & Police Systems and routine user security maintenance continues. ITS Anderson ran system saves for the Finance & Police systems for offsite storage.

Replacement of a power supply and program repair was required for the Mail Server.

The ITS has been working with Les on setup and file transfer to the City's new application server, then printers and third party programs.

Mary Ann restored some lost Library files from backup, replaced a keyboard, a monitor, a DVD drive, a power supply, took two computers in for RAM upgrades, and replaced a computer in Finance.

ITS Anderson re-installed the scheduling program for Dennis at Recreation Center and contacted support for a Win7 issue with the program.

Mary Ann attended a SWellness meeting and made flyers and arrangements for the next event. She viewed the CIRSA training videos regarding Ergonomics, and Computer Usage and Workstations.

CITY ATTORNEY

FEBRUARY 2012 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 and other personnel.

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. 2-1-12, Series of 2012 – A Resolution before the City of Sterling, Logan County, Colorado, approving the application and acceptance of an award of a Federal Emergency Management Agency (FEMA) Grant for installation of a 100% capture vehicle exhaust system for the Fire Department facility, and authorizing the expenditure of matching funds.

Resolution No. 2-2-12, Series of 2012 – A Resolution before the City of Sterling, Logan County, Colorado, requesting a State Aviation System Grant and approving the Grant Contract with the Colorado Aeronautical Board and all guidelines, procedures, standards, requirements, terms and conditions of such Grant.

Resolution No. 2-3-12, Series of 2012 – A Resolution before the City of Sterling, Logan County, Colorado, approving an Agreement for Mutual Aid in Fire Protection and Hazardous Materials Incident Response between the Secretary of the Air Force and the City of Sterling.

Resolution No. 2-4-12, Series of 2012 – A Resolution before the City of Sterling, Logan County, Colorado, approving an Agreement with ABATE of Colorado for use of the City of Sterling municipal airport apron area and facility training room only for motorcycle rider safety training classes.

Resolution No. 2-5-12, Series of 2012 – A Resolution before the City of Sterling, Logan County, Colorado, approving an attachment D to Professional Services Agreement with Armstrong Consultants, Inc.

Resolution No. 2-6-12, Series of 2012 – A Resolution approving, without bid, a Professional Services Agreement with Business Presentation Solutions regarding a fixed base operation development assessment and business plan relating to the Sterling Municipal Airport.

Resolution No. 2-7-12, Series of 2012 – A Resolution approving, without bid, a Consultant Contract with Pridian Design Group to conduct a landscape architectural design, coordination, and final bid plans for the West Main Street improvements being conducted by the Colorado Department of Transportation.

Prepared the following Ordinances:

None.

Other Documents:

Prepared a Consent and Assignment of Lease regarding the ballpark concession stand.

Prepared the annual audit letter.

Prepared a Contract with ABATE of Colorado to use airport facilities.

MUNICIPAL COURT:

The Deputy City Attorney prosecutes 8 charges; five defendants were found guilty; one defendant was found not guilty; one defendant was granted a deferred judgment; and one charge was dismissed. One defendant requested a trial continuance. Four deferred judgment stipulations were processed; five charges were dismissed prior to trial, including one for no proof of ownership on an unattached trailer, one at the request of the Humane Society, and two of insufficient evidence. Six Defendants changed their plea to guilty prior to trial. 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:

None.

MISCELLANEOUS:

This office prepared a letter to an insurance company requesting reimbursement for damage to City property.

The paralegal prepared Minutes of a Staff meeting in February. The paralegal went with the city Attorney and Code Enforcement Officer Good to view nuisance areas. The paralegal did the following training: CIRSA Ergonomics; Neogov online employment application process.

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.

FINANCE DEPARTMENT

FEBRUARY 2012 MONTHLY REPORT

The Finance Department assisted 2,967 customers during the month of February 2012. This compares to 2,836 customers in February 2011. This number does not include the contacts made by the Director of Finance. There were on average 141 customer contacts per day for February 2012. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in February 2012 in comparison to February 2011.

The General Fund revenues for the month of February 2012 amounted to \$1,069,316.42. The revenue for the month ended February 2011 in the General Fund amounted to \$1,047,954.98. Expenditures for the General fund for the month ending February 29, 2012 amounted to \$780,219.67 and for the same period in 2011 the expenditures were \$770,942.93.

Cash in all City funds totaled \$2,151,573.77 on February 29, 2012 and for February 28, 2011 on hand was \$1,360,356.00. On February 29, 2012 the City of Sterling had outstanding a total of \$10,139,596.36 in investments, this amount is for all funds. This breaks down to \$205,699.79 in Certificates of Deposit, \$9,833,497.59 ColoTrust Plus and \$100,395.98 in Money Market.

There were \$1,319,957.74 worth of checks issued in February 2012 for all funds; this compares to \$2,014,704.66 for the same period in 2011. There were 5848.7 gallons of gasoline and diesel used in the month of February 2012 for all City operations. This compares to 5078.3 gallons gasoline and diesel used in February 2011.

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

Investment Breakdown

2011

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.	2/28/12
General Fund:				
Colostrust Plus	\$1,637,109.18	\$355,000.00	\$460,234.78	\$1,742,343.96
Colostrust Plus - Seizure Money	\$26,581.12	\$0.00	\$4.23	\$26,585.35
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$1,663,690.30	\$355,000.00	\$460,239.01	\$1,768,929.31
Hotel Tax Fund:				
Colostrust Plus	\$0.00	\$0.00	\$4,550.14	\$4,550.14
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00	\$4,550.14	\$4,550.14
Water Fund:				
Colostrust Plus	\$690,464.35	\$730,000.00	\$300,068.75	\$260,533.10
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$690,464.35	\$730,000.00	\$300,068.75	\$260,533.10
Sanitation Fund:				
Colostrust Plus	\$561,777.20	\$0.00	\$15,090.15	\$576,867.35
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$561,777.20	\$0.00	\$15,090.15	\$576,867.35
Sewer Fund:				
Colostrust Plus	\$3,376,483.54	\$30,000.00	\$45,536.75	\$3,392,020.29
Certificates of Deposit	\$205,699.79	\$0.00	\$0.00	\$205,699.79
Money Market	\$100,395.98	\$0.00	\$3.99	\$100,399.97
TOTALS	\$3,682,579.31	\$30,000.00	\$45,540.74	\$3,698,120.05
Perpetual Care Fund:				
Colostrust Plus	\$150,677.97	\$0.00	\$5,024.23	\$155,702.20
TOTALS	\$150,677.97	\$0.00	\$5,024.23	\$155,702.20

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	2/28/12
Library Improvement Fund:				
Colotrust Plus	\$26,939.71	\$0.00	\$4.29	\$26,944.00
TOTALS	\$26,939.71	\$0.00	\$4.29	\$26,944.00
Conservation Trust Fund:				
Colotrust Plus	\$147,587.44	\$5,180.00	\$22.91	\$142,430.35
TOTALS	\$147,587.44	\$5,180.00	\$22.91	\$142,430.35
Karl Falch Library Trust Fund:				
Colotrust Plus	\$31,028.99	\$0.00	\$4.96	\$31,033.95
TOTALS	\$31,028.99	\$0.00	\$4.96	\$31,033.95
Employee Self-Insurance Fund:				
Colotrust Plus	\$578,541.07	\$5,000.00	\$92.18	\$573,633.25
TOTALS	\$578,541.07	\$5,000.00	\$92.18	\$573,633.25
Service Center Fund:				
Colotrust Plus	\$318,177.99	\$15,000.00	\$35,054.56	\$338,232.55
TOTALS	\$318,177.99	\$15,000.00	\$35,054.56	\$338,232.55
Risk Management Fund:				
Colotrust Plus	\$917,217.14	\$15,000.00	\$145.93	\$902,363.07
TOTALS	\$917,217.14	\$15,000.00	\$145.93	\$902,363.07
Capital Equipment Fund:				
Colotrust Plus	\$824,935.98	\$0.00	\$20,134.11	\$845,070.09
TOTALS	\$824,935.98	\$0.00	\$20,134.11	\$845,070.09
Capital Improvement Fund:				
Colotrust Plus	\$755,139.07	\$0.00	\$10,121.32	\$765,260.39
Colotrust Plus - Museum Exhibits	\$49,919.58	\$0.00	\$7.97	\$49,927.55
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$805,058.65	\$0.00	\$10,129.29	\$815,187.94

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	2/28/12
Grand Totals All Funds:				
Colotrust Plus	\$10,092,580.33	\$1,155,180.00	\$896,097.26	\$9,833,497.59
Certificates of Deposit	\$205,699.79	\$0.00	\$0.00	\$205,699.79
Money Market	\$100,395.98	\$0.00	\$3.99	\$100,399.97
Grand Total	\$10,398,676.10	\$1,155,180.00	\$896,101.25	\$10,139,597.35

GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

2/28/2012

BALANCE SHEET

ASSETS:

Cash	\$409,229.81
Flex Cash Account	\$8,604.35
Petty Cash	\$830.00
Cash with County Treasurer	\$261,779.27
Accounts Receivable	\$193,355.70
Allowance for Uncollectables	-\$42,974.94
Taxes Receivable	\$41,420.31
Sales Tax Receivable	\$670,000.00
Property Tax Receivable	\$1,009,612.00
Investments	\$1,742,343.96
Investment - Federal Seizure	\$26,585.35
Prepaid Fuel	\$50,720.94
Prepaid Fuel – Airport	\$34,214.40
Payroll Clearing Account	-\$383.10
Postage Clearing Account	\$2,415.87
Prepaid Prisoner Housing	\$53,477.00
Sales Tax Clearing	\$22.00

TOTAL ASSETS

\$4,461,252.92

LIABILITIES:

Ded/Ben Clearing Account	\$2,048.34
Accounts Payable	\$108,719.31
Accounts Payable - Logan County	\$2,378.30
Accrued Salaries	\$177,116.77
Court Bonds	\$1,685.00
Jury Deposit	\$754.00
Restitution Clearing Account	\$2,567.62
Seizures	\$600.00
Deferred Revenue	\$1,009,612.00
Deferred Revenue – Other	\$10,098.76

TOTAL LIABILITIES

\$1,315,580.10

FUND BALANCE:

Reserve for Museum	\$28,230.89
Designated for Arts	\$60,000.00
Unreserved Fund Balance	\$2,705,470.60
Excess Revenue over Expenditures	\$351,971.33

TOTAL FUND BALANCE

\$3,145,672.82

TOTAL LIABILITIES & FUND BALANCE

\$4,461,252.92

GENERAL FUND

2/28/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Real & Personal Prop. Tax	\$1,010,091.00	\$255,234.70	\$315,140.96	\$694,950.04
Road & Bridge Fund Taxes	\$80,000.00	\$0.00	\$0.00	\$80,000.00
Auto Ownership Taxes	\$100,500.00	\$8,570.53	\$16,417.41	\$84,082.59
Sales Tax	\$6,369,500.00	\$472,600.15	\$1,132,109.02	\$5,237,390.98
Vehicle Use Tax	\$190,000.00	\$11,361.47	\$30,619.91	\$159,380.09
Building Material Use Tax	\$50,000.00	\$7,928.00	\$11,672.27	\$38,327.73
Employment Occupation Tax	\$15,300.00	\$2,000.00	\$15,400.00	-\$100.00
TOTAL TAXES	\$7,815,391.00	\$757,694.85	\$1,521,359.57	\$6,294,031.43
Franchise Taxes	\$706,000.00	\$87,345.98	\$137,843.34	\$568,156.66
Licenses & Permits	\$140,250.00	\$16,359.51	\$32,922.85	\$107,327.15
Intergovernmental Revenue	\$3,440,288.00	\$90,013.60	\$146,435.23	\$3,293,852.77
Charges for Service	\$265,005.00	\$16,022.67	\$30,750.35	\$234,254.65
Fines & Forfeits	\$145,300.00	\$13,403.63	\$22,430.87	\$122,869.13
Miscellaneous Revenue	\$400,294.00	\$45,835.18	\$75,487.32	\$324,806.68
Transfer from Other Funds	\$513,989.00	\$42,641.00	\$85,282.00	\$428,707.00
TOTAL OTHER REVENUES	\$5,611,126.00	\$311,621.57	\$531,151.96	\$5,079,974.04
GRAND TOTAL REVENUES	\$13,426,517.00	\$1,069,316.42	\$2,052,511.53	\$11,374,005.47

GENERAL FUND

2/28/2012

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
<u>GENERAL GOVERNMENT:</u>				
Council	\$73,798.00	\$3,028.21	\$5,640.61	\$68,157.39
City Manager	\$351,042.00	\$29,149.47	\$55,195.08	\$295,846.92
City Attorney	\$195,436.00	\$12,274.00	\$25,646.68	\$169,789.32
Municipal Court	\$102,233.00	\$6,867.02	\$13,792.63	\$88,440.37
Finance	\$427,059.00	\$34,472.72	\$70,596.95	\$356,462.05
City Hall & Non-Departmental	\$1,307,268.00	\$77,406.10	\$300,134.45	\$1,007,133.55
Personnel	\$233,579.00	\$20,892.59	\$35,030.01	\$198,548.99
TOTAL GENERAL GOVERNMENT	\$2,690,415.00	\$184,090.11	\$506,036.41	\$2,184,378.59
<u>PUBLIC SAFETY:</u>				
Police	\$1,824,011.00	\$127,307.98	\$256,514.55	\$1,567,496.45
Dispatch Center	\$553,312.00	\$33,718.43	\$86,854.90	\$466,457.10
Youth Services	\$107,849.00	\$8,247.54	\$16,471.82	\$91,377.18

Fire	\$1,488,256.00	\$99,724.68	\$229,962.45	\$1,258,293.55
Ambulance Service	\$694,320.00	\$37,906.51	\$59,569.70	\$634,750.30
TOTAL PUBLIC SAFETY	\$4,667,748.00	\$306,905.14	\$649,373.42	\$4,018,374.58

PUBLIC WORKS:

Street	\$2,230,678.00	\$76,216.51	\$124,086.52	\$2,106,591.48
Engineering & Operations	\$525,326.00	\$23,002.36	\$45,744.94	\$479,581.06
Airport	\$1,958,712.00	\$21,317.40	\$35,184.94	\$1,923,527.06
TOTAL PUBLIC WORKS	\$4,714,716.00	\$120,536.27	\$205,016.40	\$4,509,699.60

CULTURE & RECREATION:

Riverside Cemetery	\$227,900.00	\$14,382.93	\$32,011.99	\$195,888.01
Museum	\$124,544.00	\$7,726.59	\$13,602.40	\$110,941.60
Parks	\$511,169.00	\$33,027.90	\$70,458.59	\$440,710.41
Recreation Center	\$502,629.00	\$30,867.08	\$56,441.92	\$446,187.08
Forestry	\$135,279.00	\$9,908.63	\$23,077.51	\$112,201.49
Rec. Administration	\$410,735.00	\$30,941.75	\$61,600.02	\$349,134.98
Softball	\$40,359.00	\$712.04	\$1,639.26	\$38,719.74
Youth Softball	\$11,070.00	\$0.00	\$59.00	\$11,011.00
Basketball	\$8,216.00	\$2,973.35	\$5,882.70	\$2,333.30
Volleyball	\$6,859.00	\$0.00	\$50.00	\$6,809.00
Tolla Brown Skate Park	\$12,000.00	\$657.29	\$1,278.82	\$10,721.18
Special Events	\$22,950.00	\$660.89	\$950.89	\$21,999.11
Tennis	\$18,500.00	\$1,012.38	\$1,579.98	\$16,920.02
Youth Basketball	\$24,758.00	\$7,347.37	\$11,766.62	\$12,991.38
Youth Volleyball	\$10,714.00	\$0.00	\$54.00	\$10,660.00
Baseball	\$27,440.00	\$398.88	\$853.36	\$26,586.64
Library	\$458,607.00	\$29,452.98	\$58,806.91	\$399,800.09
TOTAL CULTURE & RECREATION	\$2,553,729.00	\$170,070.06	\$340,113.97	\$2,213,615.03

GRAND TOTAL EXPENDITURES	\$14,626,608.00	\$781,601.58	\$1,700,540.20	\$12,926,067.80
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HOTEL TAX FUND

2/28/2012

BALANCE SHEET

ASSETS:

Cash	\$1,098.65
Investments	\$4,550.14

TOTAL ASSETS **\$5,648.79**

LIABILITIES:

Accounts Payable	\$2,146.49
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TOTAL LIABILITIES **\$2,146.49**

FUND BALANCE:

Retained Earnings	\$0.00
Excess Revenue over Expenditures	\$3,502.30

TOTAL FUND BALANCE **\$3,502.30**

**TOTAL LIABILITIES
AND FUND BALANCE**

\$5,648.79

HOTEL TAX FUND

2/28/2012

<u>REVENUES</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Hotel Tax	\$102,300.00	\$3,502.16	\$3,502.16	\$98,797.84
Investment Earnings	\$100.00	\$0.14	\$0.14	\$99.86
Penalty & Interest	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL HOTEL TAX FUND REVENUE	<u>\$102,400.00</u>	<u>\$3,502.30</u>	<u>\$3,502.30</u>	<u>\$98,897.70</u>

WATER FUND

2/28/2012

BALANCE SHEET

ASSETS:

Cash	\$308,014.91		
Cash with Fiscal Agent	\$18,905,477.08		
Accounts Receivable	\$353.12		
Accounts Receivable - Utility Billing	\$438,929.28		
Supply Inventory	\$161,847.99		
Investments	\$260,533.10		
Fixed Assets (Net)	<u>\$14,559,386.97</u>		
		TOTAL ASSETS	<u>\$34,634,542.45</u>

LIABILITIES:

Accounts Payable	\$571,045.99		
Unpaid Compensated Absences	\$6,926.00		
Accrued Salaries	\$4,485.90		
Accounts Payable Pawnee Ridge	\$6,241.35		
Loan Payable CWRPDA	\$28,558,845.11		
Due to Sewer Fund	\$310,967.00		
Lease Interest Payable	<u>\$158,985.46</u>		
		TOTAL LIABILITIES	\$29,617,496.81

FUND BALANCE:

Reserve for Painting	\$470,000.00		
Reserve for Capital Replacement	\$2,920,151.00		
Retained Earnings	\$1,967,423.28		
Excess Revenue over Expenditures	<u>-\$340,528.64</u>		
		TOTAL FUND BALANCE	<u>\$5,017,045.64</u>

**TOTAL LIABILITIES
AND FUND BALANCE**

\$34,634,542.45

WATER FUND

2/28/2012

<u>REVENUES</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Water Revenue-Inside Residential	\$3,309,073.00	\$220,189.71	\$447,151.58	\$2,861,921.42
Water Revenue-Outside Residential	\$308,794.00	\$17,083.34	\$35,212.95	\$273,581.05
Water Revenue-Inside Commercial	\$1,082,446.00	\$77,079.86	\$156,075.64	\$926,370.36
Water Revenue-Outside Commercial	\$7,915.00	\$424.68	\$856.78	\$7,058.22
Water Revenue-Inside Industrial	\$580,320.00	\$34,934.03	\$76,523.83	\$503,796.17
Misc. Water Sales	\$5,000.00	\$0.00	\$57.10	\$4,942.90
Surcharge	\$38,000.00	\$1,724.09	\$3,733.24	\$34,266.76
Service Charges	\$48,000.00	\$2,667.85	\$5,971.93	\$42,028.07
Tapping Charges	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Water Div. Services	\$4,000.00	\$1,278.26	\$1,907.17	\$2,092.83
Penalties	\$30,000.00	\$3,427.92	\$6,198.04	\$23,801.96
Investment Earnings	\$500.00	\$68.75	\$139.71	\$360.29
Miscellaneous	\$250.00	\$600.00	\$724.35	-\$474.35
Rents from land	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Rights	\$0.00	\$0.00	\$0.00	\$0.00
Water Credits	\$0.00	\$0.00	\$0.00	\$0.00
Plant Investment Fees	\$10,000.00	\$3,000.00	\$3,000.00	\$7,000.00
Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Other Refunds of Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	<u>\$5,479,298.00</u>	<u>\$362,478.49</u>	<u>\$737,552.32</u>	<u>\$4,741,745.68</u>

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$196,742.00	\$16,852.34	\$32,024.60	\$164,717.40
Maintenance & Operation	\$1,285,749.00	\$142,604.08	\$218,719.93	\$1,067,029.07
Capital Outlay	\$11,640,756.00	\$459,606.20	\$525,209.27	\$11,115,546.73
Transfer to General Fund	\$222,414.00	\$18,534.00	\$37,068.00	\$185,346.00
TOTAL EXPENDITURES	<u>\$13,345,661.00</u>	<u>\$637,596.62</u>	<u>\$813,021.80</u>	<u>\$12,532,639.20</u>
Debt Service	\$533,374.00	\$0.00	\$265,059.16	\$268,314.84
TOTAL WATER FUND W/DEBT	<u>\$13,879,035.00</u>	<u>\$637,596.62</u>	<u>\$1,078,080.96</u>	<u>\$12,800,954.04</u>

SANITATION FUND

2/28/2012

BALANCE SHEET

ASSETS:

Cash	\$221,516.12
Accounts Receivable	\$507.07
Accounts Receivable - Utility Billing	\$46,348.50
Supply Inventory	\$24,667.00
Investments	\$576,867.35
Fixed Assets (Net)	\$232,599.52

TOTAL ASSETS

\$1,102,505.56

LIABILITIES:

Accounts Payable	\$8,591.29
Unpaid Compensated Absences	\$7,279.20
Accrued Salaries	\$4,188.01

TOTAL LIABILITIES

\$20,058.50

FUND BALANCE:

Reserve for Equipment	\$28,389.00
Reserve for Capital Replacement	\$810,923.00
Retained Earnings	\$244,605.91
Excess Revenue over Expenditures	-\$1,470.85

TOTAL FUND BALANCE

\$1,082,447.06

**TOTAL LIABILITIES
AND FUND BALANCE**

\$1,102,505.56

SANITATION FUND

2/28/2012

REVENUES:	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sanitation Revenue-Inside	\$450,000.00	\$37,090.28	\$75,040.41	\$374,959.59
Rubbish Collection Fees	\$1,500.00	\$0.00	\$31.50	\$1,468.50
Sanitation Services	\$0.00	\$0.00	\$0.00	\$0.00
Penalties	\$5,500.00	\$417.84	\$821.36	\$4,678.64
Investment Earnings	\$500.00	\$90.15	\$159.49	\$340.51
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	<u>\$457,500.00</u>	<u>\$37,598.27</u>	<u>\$76,052.76</u>	<u>\$381,447.24</u>

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$155,584.00	\$11,459.34	\$24,349.77	\$131,234.23
Maintenance & Operation	\$259,809.00	\$23,549.85	\$42,795.84	\$217,013.16

Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to General Fund	\$62,273.00	\$5,189.00	\$10,378.00	\$51,895.00
TOTAL EXPENDITURES	\$477,666.00	\$40,198.19	\$77,523.61	\$400,142.39

SEWER FUND

2/28/2012

BALANCE SHEET

ASSETS:

Cash	\$249,784.69
Accounts Receivable	\$11,131.58
Accounts Receivable - Utility Billing	\$147,631.93
Accounts Receivable - Industrial	\$21,348.31
Due From Water Fund	\$310,967.00
Supply Inventory	\$42,976.78
Investments	\$3,698,120.05
Fixed Assets (Net)	\$10,605,806.72

TOTAL ASSETS

\$15,087,767.06

LIABILITIES:

Accounts Payable	\$7,962.34
Unpaid Compensated Absences	\$10,302.27
Accrued Salaries	\$9,327.38
Loan Payable CWRPDA	\$818,901.90
Interest Payable	\$12,198.51

TOTAL LIABILITIES

\$858,692.40

FUND BALANCE:

Reserve for Capital Projects	\$111,784.00
Reserve for Trunk Line Replacement	\$159,931.45
Reserve for Lagoons	\$392,455.26
Reserve for Capital Replacement	\$8,335,547.00
Retained Earnings	\$5,267,270.04
Excess Revenue over Expenditures	-\$37,913.09

TOTAL FUND BALANCE

\$14,229,074.66

**TOTAL LIABILITIES
AND FUND BALANCE**

\$15,087,767.06

SEWER FUND

2/28/2012

REVENUES:

	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sewer Revenue-Inside Residential	\$971,112.00	\$80,887.11	\$162,178.32	\$808,933.68
Sewer Revenue-Outside Residential	\$99,952.00	\$8,396.70	\$16,958.02	\$82,993.98
Sewer Revenue-Inside Commercial	\$321,438.00	\$27,125.41	\$56,311.68	\$265,126.32

Sewer Revenue-Outside Commercial	\$2,868.00	\$262.63	\$525.26	\$2,342.74
Sewer Revenue-Inside Industrial	\$311,909.00	\$21,890.20	\$22,349.45	\$289,559.55
Tapping Charges	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Sewer Division Charges	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Penalties	\$14,000.00	\$1,256.94	\$2,615.28	\$11,384.72
Investment Earnings	\$6,000.00	\$576.49	\$1,032.41	\$4,967.59
Miscellaneous	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Outside Billing	\$0.00	\$0.00	\$0.00	\$0.00
Plant Investment Fees	\$10,000.00	\$3,333.00	\$3,333.00	\$6,667.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Compensation for loss	\$0.00	\$0.00	\$0.00	\$0.00
Other Refund of Expenditure	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,744,279.00	\$143,728.48	\$265,303.42	\$1,478,975.58

<u>EXPENDITURES:</u>	<u>BUDGETED</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	
<u>LINES AND SERVICES:</u>	<u>2012</u>	<u>CURRENT MO.</u>	<u>TO DATE</u>	<u>BALANCE</u>
Personnel	\$86,348.00	\$1,632.71	\$5,900.93	\$80,447.07
Maintenance & Operation	\$340,845.00	\$28,107.90	\$54,798.10	\$286,046.90
Capital Outlay	\$237,900.00	\$0.00	\$0.00	\$237,900.00
Transfer to General Fund	\$64,072.00	\$5,339.00	\$10,678.00	\$53,394.00
TOTAL LINES & SERVICES	\$729,165.00	\$35,079.61	\$71,377.03	\$657,787.97
Debt Service	\$199,137.00	\$0.00	\$24,636.33	\$174,500.67
TOTAL LINES & SERVICES W/DEBT	\$928,302.00	\$35,079.61	\$96,013.36	\$832,288.64

<u>TREATMENT FACILITIES:</u>				
Personnel	\$302,734.00	\$18,867.81	\$39,356.56	\$263,377.44
Maintenance & Operation	\$811,363.00	\$64,891.50	\$140,688.59	\$670,674.41
Capital Outlay	\$15,310.00	\$0.00	\$0.00	\$15,310.00
Transfer to General Fund	\$162,955.00	\$13,579.00	\$27,158.00	\$135,797.00
TOTAL TREATMENT FACILITIES	\$1,292,362.00	\$97,338.31	\$207,203.15	\$1,085,158.85
TOTAL EXPENDITURES	\$2,220,664.00	\$132,417.92	\$303,216.51	\$1,917,447.49

PERPETUAL CARE FUND

2/28/2012

<u>REVENUES:</u>	<u>BUDGETED</u>	<u>COLLECTIONS</u>	<u>COLLECTIONS</u>	
	<u>2012</u>	<u>CURRENT MO.</u>	<u>TO DATE</u>	<u>BALANCE</u>
Perpetual Care	\$4,500.00	\$1,750.00	\$4,250.00	\$250.00
Perpetual Care - niches	\$11,000.00	\$500.00	\$2,500.00	\$8,500.00
Investment Earnings	\$175.00	\$24.23	\$43.12	\$131.88
TOTAL REVENUES	\$15,675.00	\$2,274.23	\$6,793.12	\$8,881.88

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$320.00	\$320.00	\$320.00	\$0.00
Niche Engraving	\$2,000.00	\$300.00	\$900.00	\$1,100.00
Transfer to General Fund	\$175.00	\$0.00	\$0.00	\$175.00
TOTAL EXPENDITURES	\$2,495.00	\$620.00	\$1,220.00	\$1,275.00

BALANCE SHEET
2/28/2012

<u>ASSETS:</u>				
Cash	\$4,645.86			
Investments	\$155,702.20			
		TOTAL ASSETS		\$160,348.06
<u>LIABILITIES:</u>				
Accounts Payable	\$620.00			
		TOTAL LIABILITIES		\$620.00
<u>FUND BALANCE:</u>				
Unreserved Fund Balance	\$154,154.94			
Excess Revenue over Expenditures	\$5,573.12			
		TOTAL FUND BALANCE		\$159,728.06
		TOTAL LIABILITIES & FUND BALANCE		\$160,348.06

LIBRARY IMPROVEMENT FUND

2/28/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$0.00	\$4.29	\$7.62	-\$7.62
Contributions	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from Capital Improvement	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$0.00	\$4.29	\$7.62	-\$7.62

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Capital Improvement Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00

BALANCE SHEET
2/28/2012

ASSETS:

Cash	\$2.86		
Investments	\$26,944.00		
		TOTAL ASSETS	\$26,946.86

LIABILITIES:

Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$26,939.24		
Excess Revenue over Expenditures	\$7.62		
		TOTAL FUND BALANCE	\$26,946.86
		TOTAL LIABILITIES & FUND BALANCE	\$26,946.86

CONSERVATION TRUST FUND

2/28/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
State Contributions	\$118,000.00	\$0.00	\$0.00	\$118,000.00
Investment Earnings	\$400.00	\$22.91	\$43.97	\$356.03
TOTAL REVENUES	\$118,400.00	\$22.91	\$43.97	\$118,356.03

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Tennis Court Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Steel picnic tables	\$10,300.00	\$0.00	\$10,300.00	\$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	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Softball Field Improvements	\$10,725.00	\$0.00	\$0.00	\$10,725.00
Playground Equipment	\$108,000.00	\$0.00	\$17,630.00	\$90,370.00
Fitness Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Krull Park	\$12,261.00	\$0.00	\$0.00	\$12,261.00
Pioneer Park Improvements	\$18,400.00	\$0.00	\$0.00	\$18,400.00
Softball Field Backdrop	\$0.00	\$0.00	\$0.00	\$0.00
Roof - Columbine	\$4,837.00	\$0.00	\$0.00	\$4,837.00
TOTAL EXPENDITURES	\$174,523.00	\$0.00	\$27,930.00	\$146,593.00

BALANCE SHEET
2/28/2012

ASSETS:

Cash	\$0.45		
Investments	\$142,430.35		
		TOTAL ASSETS	\$142,430.80

LIABILITIES:

Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$170,316.83		
Excess Revenue over Expenditures	-\$27,886.03		
		TOTAL FUND BALANCE	\$142,430.80
		TOTAL LIABILITIES & FUND BALANCE	\$142,430.80

KARL FALCH LIBRARY TRUST FUND

2/28/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$50.00	\$4.96	\$8.79	\$41.21
TOTAL REVENUES	\$50.00	\$4.96	\$8.79	\$41.21

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Books Purchased	\$800.00	\$0.00	\$0.00	\$800.00
Audit	\$55.00	\$55.00	\$55.00	\$0.00
TOTAL EXPENDITURES	\$855.00	\$55.00	\$55.00	\$800.00

BALANCE SHEET
2/28/2012

ASSETS:

Cash	\$431.11		
Investments	\$31,033.95		
		TOTAL ASSETS	\$31,465.06

LIABILITIES:

Accounts Payable	\$55.00		
		TOTAL LIABILITIES	\$55.00

FUND BALANCE:

Unreserved Fund Balance	\$31,456.27		
Excess Revenue over Expenditures	<u>-\$46.21</u>		
		TOTAL FUND BALANCE	<u>\$31,410.06</u>
		TOTAL LIABILITIES & FUND BALANCE	<u><u>\$31,465.06</u></u>

EMPLOYEE SELF-INSURANCE FUND

2/28/2012

REVENUES:	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$700.00	\$92.18	\$163.94	\$536.06
Employee Premiums	\$268,977.00	\$19,445.41	\$39,258.34	\$229,718.66
Wellness	\$100.00	\$0.00	\$0.00	\$100.00
City Premiums	\$1,267,186.00	\$95,762.00	\$190,465.62	\$1,076,720.38
TOTAL REVENUES	<u>\$1,536,963.00</u>	<u>\$115,299.59</u>	<u>\$229,887.90</u>	<u>\$1,307,075.10</u>

EXPENDITURES:	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Old Hire Fire Pension	\$0.00	\$0.00	\$0.00	\$0.00
Wellness	\$100.00	\$0.00	\$0.00	\$100.00
Premium	\$1,536,163.00	\$117,925.43	\$233,400.40	\$1,302,762.60
FLEX	\$3,600.00	\$240.00	\$480.00	\$3,120.00
Audit	\$630.00	\$630.00	\$630.00	\$0.00
Transfer General Fund	\$700.00	\$0.00	\$0.00	\$700.00
TOTAL EXPENDITURES	<u>\$1,541,193.00</u>	<u>\$118,795.43</u>	<u>\$234,510.40</u>	<u>\$1,306,682.60</u>

BALANCE SHEET

2/28/2012

ASSETS:

Cash	\$21,676.59		
Accounts Receivable	\$483.25		
Investments	<u>\$573,633.25</u>		
		TOTAL ASSETS	<u>\$595,793.09</u>

LIABILITIES:

Accounts Payable	<u>\$870.00</u>		
		TOTAL LIABILITIES	\$870.00

FUND BALANCE:

Retained Earnings	\$599,545.59		
Excess Revenue over Expenditures	<u>-\$4,622.50</u>		
		TOTAL FUND BALANCE	<u>\$594,923.09</u>

**TOTAL LIABILITIES
& FUND BALANCE**

\$595,793.09

SERVICE CENTER FUND

2/28/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$400.00	\$54.56	\$94.82	\$305.18
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$426,881.00	\$35,573.00	\$71,146.00	\$355,735.00
Transfer from Capital Improvement	\$0.00	\$0.00	\$0.00	\$0.00
Transfer for Lease Payment	\$230,040.00	\$19,170.00	\$38,340.00	\$191,700.00
TOTAL REVENUES	<u>\$657,321.00</u>	<u>\$54,797.56</u>	<u>\$109,580.82</u>	<u>\$547,740.18</u>

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$303,691.00	\$22,762.23	\$47,025.00	\$256,666.00
Maintenance & Operation	\$353,380.00	\$7,849.93	\$21,333.42	\$332,046.58
Capital Outlay	\$17,000.00	\$0.00	\$0.00	\$17,000.00
Transfer to General Fund	\$400.00	\$0.00	\$0.00	\$400.00
TOTAL EXPENDITURES	<u>\$674,471.00</u>	<u>\$30,612.16</u>	<u>\$68,358.42</u>	<u>\$606,112.58</u>

BALANCE SHEET

2/28/2012

<u>ASSETS:</u>			
Cash	\$21,119.06		
Cash - Bank of Cherry Creek	\$2.75		
Investments	\$338,232.55		
Fixed Assets (Net)	<u>\$2,126,760.09</u>		
		TOTAL ASSETS	<u>\$2,486,114.45</u>
<u>LIABILITIES:</u>			
Accounts Payable	\$2,312.60		
Unpaid Compensated Absences	\$19,924.74		
Accrued Salaries	\$8,715.41		
Lease Payable	\$1,355,000.00		
Lease Interest Payable	<u>\$5,420.00</u>		
		TOTAL LIABILITIES	\$1,391,372.75
<u>FUND BALANCE:</u>			
Retained Earnings	\$1,053,519.30		
Excess Revenue over Expenditures	<u>\$41,222.40</u>		
		TOTAL FUND BALANCE	<u>\$1,094,741.70</u>

**TOTAL LIABILITIES
& FUND BALANCE**

\$2,486,114.45

RISK MANAGEMENT FUND

2/28/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,000.00	\$145.93	\$268.85	\$731.15
Miscellaneous	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Compensation for Loss	\$5,000.00	\$2,401.30	\$3,713.69	\$1,286.31
Transfer of Reserves	\$216,940.00	\$0.00	\$54,236.00	\$162,704.00
Transfer Workers Comp	\$181,227.00	\$0.00	\$40,546.00	\$140,681.00
TOTAL REVENUES	<u>\$409,167.00</u>	<u>\$2,547.23</u>	<u>\$98,764.54</u>	<u>\$310,402.46</u>

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Claims Paid	\$143,413.00	\$28,909.95	\$31,752.73	\$111,660.27
Expense for Workers Comp	\$181,200.00	\$0.00	\$45,300.00	\$135,900.00
Premium Fees	\$216,932.00	\$0.00	\$62,486.05	\$154,445.95
Expense for Unemployment	\$10,000.00	\$0.00	\$6,358.00	\$3,642.00
Materials & Supplies	\$300.00	\$0.00	\$0.00	\$300.00
Audit	\$590.00	\$590.00	\$590.00	\$0.00
Transfer to General Fund	\$1,000.00	\$0.00	\$0.00	\$1,000.00
TOTAL EXPENDITURES	<u>\$553,435.00</u>	<u>\$29,499.95</u>	<u>\$146,486.78</u>	<u>\$406,948.22</u>

**BALANCE SHEET
2/28/2012**

<u>ASSETS:</u>			
Cash	\$22,606.00		
Investments	<u>\$902,363.07</u>		
		TOTAL ASSETS	<u>\$924,969.07</u>
<u>LIABILITIES:</u>			
Accounts Payable	<u>\$23,045.51</u>		
		TOTAL LIABILITIES	\$23,045.51
<u>FUND BALANCE:</u>			
Emergency Reserve	\$350,000.00		
Retained Earnings	\$599,645.80		
Excess Revenue over Expenditures	<u>-\$47,722.24</u>		
		TOTAL FUND BALANCE	<u>\$901,923.56</u>

**TOTAL LIABILITIES
& FUND BALANCE**

\$924,969.07

CAPITAL EQUIPMENT FUND

2/28/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,000.00	\$134.11	\$238.01	\$761.99
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Compensation for Loss	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$512,271.00	\$42,689.00	\$85,378.00	\$426,893.00
Grants	\$85,500.00	\$0.00	\$0.00	\$85,500.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$598,771.00	\$42,823.11	\$85,616.01	\$513,154.99

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$905.00	\$905.00	\$905.00	\$0.00
Police Equipment	\$92,495.00	\$0.00	\$23,420.00	\$69,075.00
Dispatch Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Fire Equipment	\$80,675.00	\$0.00	\$0.00	\$80,675.00
Public Works Equipment	\$100,000.00	\$0.00	\$0.00	\$100,000.00
Parks, Lib & Rec Equipment	\$89,304.00	\$329.99	\$329.99	\$88,974.01
Non-Dept Equipment	\$21,440.00	\$3,515.00	\$21,155.00	\$285.00
TOTAL EXPENDITURES	\$384,819.00	\$4,749.99	\$45,809.99	\$339,009.01

**BALANCE SHEET
2/28/2012**

Cash	\$25,631.78		
Investments	\$845,070.09		
Fixed Assets (Net)	\$1,783,326.98		
		TOTAL ASSETS	\$2,654,028.85
<u>LIABILITIES:</u>			
Accounts Payable	\$4,749.99		
Lease Payable	\$175,658.32		
Lease Interest Payable	\$5,223.67		
		TOTAL LIABILITIES	\$185,631.98
<u>FUND BALANCE:</u>			
Retained Earnings	\$2,428,590.85		
Excess Revenue over Expenditures	\$39,806.02		
		TOTAL FUND BALANCE	\$2,468,396.87

**TOTAL LIABILITIES
& FUND BALANCE**

\$2,654,028.85

CAPITAL IMPROVEMENT FUND

2/28/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,500.00	\$129.29	\$229.12	\$1,270.88
Misc. Income	\$0.00	\$0.00	\$1.35	-\$1.35
Rents From Land	\$16,800.00	\$6,473.78	\$15,001.23	\$1,798.77
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00
Donation - Museum Building	\$0.00	\$0.00	\$0.00	\$0.00
Donation - Museum Exhibits	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from Elna Anderson Fund	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from Ethel Lindstrom Fund	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from Library Improv Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$18,300.00	\$6,603.07	\$15,231.70	\$3,068.30

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Museum Building	\$0.00	\$0.00	\$0.00	\$0.00
Museum Exhibits	\$49,110.00	\$0.00	\$0.00	\$49,110.00
Library Addition	\$0.00	\$0.00	\$0.00	\$0.00
Land Transaction	\$0.00	\$0.00	\$0.00	\$0.00
Land Purchase	\$0.00	\$0.00	\$0.00	\$0.00
Building Improvements	\$90,000.00	\$0.00	\$0.00	\$90,000.00
Audit	\$535.00	\$535.00	\$535.00	\$0.00
Transfer to Service Center	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Library Improvement Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$139,645.00	\$535.00	\$535.00	\$139,110.00

CAPITAL IMPROVEMENT FUND

BALANCE SHEET

2/28/2012

ASSETS:

Cash	\$26,263.94
Accounts Receivable	\$56,473.86
Allowance for Collectables	-\$29,396.07
Investments	\$765,260.39

Investment - Museum Exhibits	<u>\$49,927.55</u>	TOTAL ASSETS	<u>\$868,529.67</u>
<u>LIABILITIES:</u>			
Accounts Payable	<u>\$535.00</u>	TOTAL LIABILITIES	\$535.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$853,297.97		
Excess Revenue over Expenditures	<u>\$14,696.70</u>	TOTAL FUND BALANCE	<u>\$867,994.67</u>
		TOTAL LIABILITIES & FUND BALANCE	<u>\$868,529.67</u>

PERSONNEL/HR DEPARTMENT

FEBRUARY 2012 MONTHLY REPORT

The following is a partial list of activities in which the Personnel/HR Department participated in during the month of February 2012.

CDL TESTING – A DOT Random Drug test was conducted during the month of February. There were three pre-employment drug screens conducted. Information was received on the process of CDL physicals now by DOT and State of CO and on the use of cell phones by CDL drivers. This information was passed on to the employees for their review. "Supervisory Random Suspicion" video will be reviewed on March 1 by supervisors.

WORKERS' COMPENSATION – The City continues to work on all injury cases that are presented for on-the-job injuries. During the month of February, there were three claims reported by employees.

JOB OPPORTUNITIES – The online process has been progressing. There have been a few complications but they have been worked through. The following positions are open on Neogov:

Positions Open	Positions Filled
Seasonal lifeguard and lifeguard WSI	Temporary Ambulance Attendants (2)
Police Officer (2)	Police Officer (1)
Public Safety Dispatcher	
Fire Captain	

PERSONNEL BOARD – Personnel Board did not meet during February. Two members attended CIRSA presentation on "Public Officials Liability Training" with Council on February 21. Resignation was received from Board Chairman.

MISCELLANEOUS ACTIVITIES

HR is working on the Loss Control Audit for 2012 with clerical staff. CIRSA Ergonomic video was shown to employees. Videos on harassment will be presented in March. Service Center employees along with Fire and Police personnel are training from CIRSA Online University in driving and backing.

HR Director and HR Assistant conducted Firefighter testing on Feb. 24 with the physical agility held on Feb. 25 by Fire personnel.

HR Assistant continued working on the Neogov application process.

HR Director and HR Assistant worked on Civil Rights Claim in February.

HR Department was shadowed by City Manager from Bridgeport, NE for graduate paper on February 17. He also visited with City Manager during this time.

HR Assistant completed MSEC Health and Benefits survey, CML Survey, CIRSA Workers' Compensation Audit, CSVAMP and VAMP audit for CIRSA and worked on MSEC Compensation Survey due March 19.

HR received the property survey from November with a due date of the Loss Control Audit which has not been scheduled. Survey was sent to Departments to coordinated with Divisions Operations Coordinator with a due date of March 1.

HR Assistant distributed information on CML "If I were Mayor" essay contest to Sterling Middle School and St. Anthony's. The essays will be gathered the week of March 13. The Mayor and City Manager will review the essays. Essays are due at CML by April 3.

MUNICIPAL COURT
FEBRUARY 2012 MONTHLY REPORT

DESCRIPTION	Feb 2012	Feb 2011	Feb Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
ARRAIGNMENTS	45	33	36%	95	90	6%	122	-22%
JUVENILE CASES	4	4		5	4	25%	13	-63%
TRAFFIC		1	-100%		1	-100%	0	-100%
NO INSURANCE				1			0	400%
NO SEAT BELT								
SPEEDING							1	-100%
UNDERAGE POSS OF TOBACCO		2	-100%		2	-100%	1	-100%
POSS. OF MARIJUANA/DRUG PARAPHERNALIA	4			4			1	400%
THEFT							1	-100%
DISTURBING THE PEACE/NOISES							1	-100%
RESISTING ARREST/FAILURE TO COMPLY							0	-100%
INJURING/DEFACING PROPERTY							0	-100%
TRESPASSING							2	-100%
UNDERAGE POSS/CONS ALCOHOL/PROCURE		1	-100%		1	-100%	4	-100%
CURFEW FOR MINORS							0	-100%
OTHER							1	-100%
ADULT CASES	41	29	41%	90	86	5%	109	-17%
TRAFFIC	9	6	50%	19	12	58%	14	36%
NO INSURANCE		3	-100%	4	6	-33%	8	-52%
NO SEAT BELT		4	-100%	1	8	-88%	14	-93%
SPEEDING	3	4	-25%	7	11	-36%	17	-60%
PARKING	4	4		10	8	25%	13	-22%
POSS. MARIJUANA/DRUG PARAPHERNALIA	6			9	2	350%	4	150%
THEFT	5	4	25%	13	18	-28%	10	25%
DISTURBING THE PEACE/NOISES	1	1		2	3	-33%	4	-52%
RESISTING ARREST/FAILURE TO COMPLY				2	2		1	100%
INJURING/DEFACING PROPERTY					1	-100%	1	-100%
TRESPASSING				1	2	-50%	4	-72%
UNDERAGE POSS/CONS ALCOHOL	9	2	350%	12	3	300%	6	114%
SALE / PROCUREMENT / OPEN CONTAINER							1	-100%
OTHER		1	-100%	2	4	-50%	6	-67%
ANIMAL	4			8	6	33%	5	60%
NUISANCES							1	-100%
JUVENILE ARR'S FOUND GUILTY	2	3	-33%	2	3	-33%	9	-79%
JUVENILE ARR'S DISMISSED							2	-100%
JUVENILES PLACED ON PROB/DJ/UPS	4	3	33%	5	8	-38%	11	-56%
JUVENILE VIOLS OF PROB/DJ/UPS					4	-100%	3	-100%
JUVENILE FTA/PWL							16	-100%
ADULT ARR'S FOUND GUILTY	13	21	-38%	32	47	-32%	51	-37%
ADULTS ARR'S DISMISSED	2	1	100%	6	8	-25%	12	-48%
ADULTS PLACED ON PROB/DJ/UPS	5	5		14	16	-13%	11	25%
ADULT VIOLS OF PROB/DJ/UPS		1	-100%		1	-100%	4	-100%
ADULT FTA/PWL	3	2	50%	7	7		27	-74%

DESCRIPTION	Feb 2012	Feb 2011	Feb Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	31	21	48%	65	51	27%	74	-12%
CONTINUANCE/SET FOR TRIALS/ETC	20	5	300%	36	14	157%	27	32%
CASES REVIEWED	45	31	45%	86	69	25%	86	0%
TRIALS FOUND GUILTY	13			14	5	180%	8	84%
TRIALS FOUND NOT GUILTY	1	1		1	1		94	-99%
TRIALS DISMISSED	3	1	200%	4	1	300%	10	-58%
NEW CHARGES PROCESSED	55	66	-17%	103	134	-23%	214	-52%
NEW WARRANTS	7	10	-30%	25	33	-24%	35	-28%
DAYS JUVENILES SENT TO DETENTION					6	-100%	52	-100%
DAYS ADULTS SENT TO JAIL					2	-100%	37	-100%
PAID TICKETS	30	31	-3%	58	85	-32%	141	-59%
PAID WITH AUTO POINT REDUCTION	17	15	13%	30	35	-14%	35	-13%
PAID AS REGULAR TICKET	13	16	-19%	28	50	-44%	74	-62%
FROM PWL TO WARRANT							0	-100%

POLICE DEPARTMENT

FEBRUARY 2012 MONTHLY REPORT

During February 2012, the police department responded to 913 Calls for Service, a 13 percent increase from the 811 Calls for Service responded to in February of 2011.

Officers responded to 20 traffic accidents during the month of February, which represents a five percent increase over the 19 responded to in February of 2011. Officers issued 42 penalty assessments during February 2012, which is a 17 percent increase over the 36 penalty assessments issued in February 2011. Officers also issued 196 Warning tickets during February 2012, a twelve percent increase over the 174 Warning tickets issued in February 2011. Officers arrested five drivers on DUI charges during February 2012, which is the same amount of drivers arrested on DUI charges in February of 2011.

Among the criminal offenses reported were one sexual assault, three assault offenses, three burglaries, twenty-two larceny/thefts, one fraud offense, ten vandalisms, and four drug violations. The value of property stolen during the month was \$4,303 and \$361 was recovered. Officers arrested 44 adults and one juvenile, for a total of 45 arrests in February 2012. The same amount, 45 arrests, was also seen in February of 2011.

In February, the Youth Services Division received 19 youth referrals (11 males and 8 females). Youth referrals were received from the following: seventeen from the Sterling Police Department, one from a court, and one from a school.

Officers responded to 34 calls at local liquor establishments, 14 more than the 20 calls responded to in February of 2011.

Sterling Police Officers and staff completed 871 hours of training during the month of February 2012. Officer Aleksandr Razumovski completed the department's Field Training Officer Program, 720 hours of training, on February 24, 2012. Officer Robert Schuster fulfilled the requirements for the Basic POST Certification in the State of Colorado on March 1, 2012.

DESCRIPTION	Feb 2012	Feb 2011	Feb Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	913	811	13%	1,915	1,634	17%		
MOTOR VEHICLE ACCIDENTS	20	19	5%	34	50	-32%	60	-43%
CRIMINAL OFFENSES	86	107	-20%	177	221	-20%	208	-15%
GROUP "A" OFFENSES	44	58	-24%	99	134	-26%	114	-13%
GROUP "B" OFFENSES	42	49	-14%	78	87	-10%	94	-17%
VANDALISM	10	16	-38%	21	23	-9%	16	31%
ARRESTS								
ADULTS	44	45	-2%	73	101	-28%	116	-37%
JUVENILES	1			2			10	-80%
PROPERTY								
STOLEN	4,303	11,207	-62%	23,061	24,967	-8%	30,317	-24%
RECOVERED	361	252	43%	921	5,944	-85%	14,275	-94%
MUNICIPAL CHARGES								
PA'S	42	36	17%	76	82	-7%	238	-68%
CRIMINAL CHARGES	29	24	21%	37	38	-3%	49	-25%
WARNINGS	196	174	13%	452	338	34%	524	-14%
STATE CHARGES								
TRAFFIC	27	22	23%	51	49	4%	79	-36%
DUI'S	5	5		9	7	29%	12	-26%
CRIMINAL CHARGES	16	21	-24%	36	56	-36%	62	-42%
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	11	12	-8%	27	22	23%	22	22%
FEMALE	8	3	167%	14	8	75%	12	17%
TOTAL	19	15	27%	41	30	37%	34	20%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	17	11	55%	37	24	54%	31	19%
LOGAN COUNTY SHERIFF'S OFFICE				1			0	400%
DISTRICT COURT	1	1		1	2	-50%	1	25%
STATE PATROL/OTHER JURISDICTION							1	-100%
PARENT/SELF							0	-100%

STERLING FIRE DEPARTMENT
FEBRUARY 2012 MONTHLY REPORT

OPERATIONS:

Chief Vogel

- Finished up my first week of the ASM course in Kansas City
- Began working on a group project for the ASM course
- Talked with Sean Caffrey for the Stat Health Department about EMS
- Received more Pet Mask for Med Units
- Gave an EMS presentation to Home Makers group at the Gary Desoto Building
- Interviewed several candidates for the Ambulance Attendant position
- Held testing and interviews for firefighter openings
- Met with Jeff Schanhals with the NERETAC

TRAINING:

- Ice Rescue- volunteer training
- Hazmat Ops test
- Pre-plan training
- FETN Map (Northwest Sterling)
- Haz Mat –ERG & MSDS sheets
- PHTLS Training
- PEPP Course
- Rit TIF Training with Volunteers
- ALS Meeting
- CPR Presentation
- FETN Training and SOP Review

MAINTENANCE:

- Members completed 147 new inspections and 21 Re-inspections
- Picked up E-104 from City Shop, oil leak was repaired.
- Vehicle and Medical apparatus checked
- Med 5 to City Shop
- Washed 10 lengths of hose 5- 3", 5-1 ¾"
- McMurrin reworking internal station lights

City	12	4	195%	17	9	90%	9	82%
Rural	12	11	17%	22	16	37%	22	0%
Overall Average	12	7	68%	19	12	56%	15	24%
GENERAL ALARMS								
Total General Alarms	4	4		8	8		9	-13%
Average Number of Firefighters	12	12		15	11	38%	26	-44%
BUILDING FIRES								
Total Building Fires	1	2	-50%	4	2	100%	3	25%
Fires Confined to Rm of Origin		0					2	-100%
TRAINING HOURS								
Career Hours	433	478	-9%	1,051	752	40%	499	111%
Volunteer Hours	72	35	104%	121	150	-19%	129	-6%
Total Hours	505	513	-2%	1,172	901	30%	627	87%
Average Career Hours	28.9	31.9	-9%	70.1	50.1	40%	33	111%
Average Volunteer Hours	6.0	2.9	104%	10.0	12.46	-19%	11	-6%
FIRE INSPECTIONS								
New Inspections	147	68	116%	220	111	98%	95	131%
Re-Inspections	21	11	91%	39	49	-20%	52	-25%
Total Inspections	168	79	113%	259	160	62%	148	75%
HYDRANT INSPECTIONS		0						

PUBLIC WORKS DEPARTMENT

FEBRUARY 2012 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of February with a high temperature of 66° recorded at the water stations on the 25th. Evening temperatures also fluctuated similarly with a low of the month being -1° on the evening of the 8th and a high evening low of 34° recorded on the 22nd. The station located east of Sterling recorded a total precipitation of .31" for the month. However, at Sterling Municipal Airport there was a total of .16" recorded in the month of February.

MONTHLY CLIMATOLOGICAL SUMMARY for FEB. 2012

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 TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	35.2	53.4	3:30p	13.6	7:30a	29.8	0.0	0.00	6.1	28.0	10:00a	NW
2	39.4	56.5	2:00p	25.9	4:00a	25.6	0.0	0.07	7.0	30.0	2:00p	SSE
3	31.3	35.8	12:30a	29.6	12:00m	33.7	0.0	0.00	14.5	30.0	6:00a	N
4	29.8	37.0	2:00p	19.2	12:00m	35.2	0.0	0.00	4.8	16.0	12:30a	N
5	17.2	29.7	3:30p	6.3	11:30p	47.8	0.0	0.00	5.5	15.0	10:30a	S
6	20.3	35.6	7:30p	4.4	2:30a	44.7	0.0	0.00	7.0	27.0	9:30p	S
7	23.0	30.7	2:30p	9.7	12:00m	42.0	0.0	0.00	7.2	26.0	12:30a	NNE
8	15.9	28.0	4:30p	3.9	2:00a	49.1	0.0	0.00	4.7	16.0	4:30p	S
9	29.1	44.5	12:30p	15.6	2:00a	35.9	0.0	0.00	8.2	29.0	3:30p	S
10	19.8	27.4	12:30a	12.8	12:00m	45.2	0.0	0.00	7.4	24.0	7:30p	NE
11	12.7	17.9	2:30p	7.1	7:30a	52.3	0.0	0.00	6.7	19.0	9:00p	SE
12	22.3	27.1	4:00p	15.7	12:30a	42.7	0.0	0.00	10.5	24.0	1:00a	SE
13	32.2	44.0	3:30p	22.0	6:30a	32.8	0.0	0.06	5.4	22.0	2:30p	NW
14	30.4	38.0	4:00p	21.7	7:30a	34.6	0.0	0.00	4.6	18.0	9:00p	SSE
15	31.8	37.7	3:30p	25.4	10:00p	33.2	0.0	0.00	7.4	23.0	9:30a	S
16	29.1	42.5	4:00p	19.2	7:30a	35.9	0.0	0.00	6.5	15.0	9:30a	S
17	31.0	46.6	1:30p	15.9	7:00a	34.0	0.0	0.00	6.4	25.0	2:00p	S
18	29.8	40.7	3:30p	21.4	5:00a	35.2	0.0	0.00	6.1	22.0	2:30p	S
19	31.1	40.3	4:30p	20.0	6:00a	33.9	0.0	0.00	5.8	19.0	10:00p	NE
20	32.4	40.6	2:00p	23.2	10:00p	32.6	0.0	0.01	19.2	50.0	9:30a	NW
21	36.4	54.1	3:30p	21.9	7:00a	28.6	0.0	0.00	10.3	36.0	3:30p	S
22	50.4	66.9	1:00p	34.3	4:00a	14.7	0.1	0.00	18.3	59.0	12:30p	W
23	32.4	39.7	1:00p	22.4	12:00m	32.6	0.0	0.02	18.5	43.0	5:30a	NW
24	29.6	41.8	3:00p	18.0	5:00a	35.4	0.0	0.00	10.7	37.0	2:30p	W
25	38.4	65.0	4:00p	17.8	3:00a	26.6	0.0	0.00	15.1	60.0	12:00m	S
26	35.3	44.6	1:30p	20.4	11:30p	29.7	0.0	0.00	24.6	58.0	5:00a	W
27	32.9	50.5	4:00p	13.8	5:00a	32.1	0.0	0.00	11.4	47.0	12:00p	SSE
28	35.1	50.4	10:30a	23.3	4:00a	29.9	0.0	0.00	8.4	34.0	10:30a	W
29	41.0	57.2	2:00p	26.4	12:00m	24.0	0.0	0.00	11.6	33.0	1:00a	W
<hr/>												
	30.2	66.9	22	3.9	8	1009.8	0.1	0.16	9.7	60.0	25	S

Max >= 90.0: 0
 Max <= 32.0: 6
 Min <= 32.0: 28
 Min <= 0.0: 0
 Max Rain: 0.07 ON 02/02/12
 Days of Rain: 3 (>.01 in) 0 (>.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 236 blocks being swept throughout the month compared to a year ago. However the division also expended 59 tons of granular base, grading 68 blocks of alleys and 0 blocks of streets throughout the City. The division expended 1 ton of cold mix in pothole repair.

The division expended 8,040 pounds of material for crack sealing.

There were 129 loads of snow removed from City streets with 86 tons of salt/sand mix material being used in February. The division plowed/sanded 1,356 miles of City streets.

The division installed 1 new traffic control sign.

The sanitation division collected 4 tons of loose trash throughout the month. However, they collected 298 tons of compacted trash. This compacted trash is a 3% increase compared to a year ago. Under time and material removals there were 13 tons this month. The division furthermore disposed of 148 tons of street sweepings and/or miscellaneous debris from the Service Center throughout the month.

DESCRIPTION	Feb 2012	Feb 2011	Feb Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
STREET MAINTENANCE								
Streets Swept (Blocks)	236	137	72%	726	378	92%	834	-13%
Streets Swept (Intersections)								
Sweeper Water-Dust Control (Gals)	4,280	2,100	104%	12,980	6,020	116%	11,578	12%
Flushing Streets (Gals)								
Gravel/ABC-Alleys (Tons)	59			59			3	1602%
Gravel/ABC-Streets (Tons)								
Grading Alleys (Blocks)	68			68			53	27%
Grading Streets (Blocks)		46	-100%		92	-100%	50	-100%
Grade Parking Lots (Blocks)								
Excavate Sub-base (Cu Yds)					70	-100%	86	-100%
Excavate Asphalt (Tons)							11	-100%
Excavate Concrete (Tons)							5	-100%
Structure Backfill (Tons)		13	-100%		530	-100%	184	-100%
Backfill-Pit Run & Yard Stock Dirt (Cu Yds)							5	-100%
Hot Bituminous Mix (Tons)								
Emulsion/Tack Oil (Gals)								
Cold Mix-Asphalt (Tons)	1	1	3%	1	2	-31%	490	-100%
Catchbasins - Altosid Briquets								
Catchbasins Cleaned (Each)				126	8	1475%	98	29%
Painting-Parking (Gals)								
Painting-Crosswalks (Gals)								
Painting-Curbs (Gals)								
Painting-Symbols (Gals)								
Painting-Lanes(Gals)								
SIGN MAINTENANCE								
Traffic Control-Repair (Each)							3	-100%
Traffic Control-Replace (Each)				3	1	200%	15	-80%

Traffic Control-Install (Each)	1	2	-50%	5	3	67%	17	-71%
Traffic Control-Remove (Each)		2	-100%	3	3		16	-81%
Street Name-Repair (Each)							1	-100%
Street Name-Replace (Each)							1	-100%
Street Name-Install (Each)		1	-100%		1	-100%	1	-100%
Delineators-Repair & Replace (Each)								
SNOW/ICE CONTROL								
Snow Removal (Loads)	129	111	16%	129	730	-82%	757	-83%
Salt/Sand Mix Material (Tons)	86	53	62%	86	218	-61%	216	-60%
Plowed/Sanded Streets (Miles)	1,356	768	77%	1,356	2,399	-43%	2,029	-33%
SANITATION								
Loose Trash/Debris Collection:WO (Tons)	4			51			42	22%
Compacted Trash Collection (Tons)	298	290	3%	654	611	7%	619	6%
Alley Debris/Trash Removal: T & M (Tons)	13			13				
Yard: Sweepings + Misc Debris (Tons)	148	56	163%	188	90	107%	239	-21%
Container Repairs-90 Rollouts (Each)	3	4	-25%	9	5	80%	40	-78%
Container Repairs-Dumpsters (Each)	56	21	167%	126	74	70%	78	62%
Level Dumpsters - Gravel Base Pad				2				
Weed Control-Mowing (Hours)								
Weed Control-Burning (Hours)								
MATERIAL PROCESSING								
Haul Materials from Airport Pit (Cu Yds)								
Haul Sand from Logan County Landfill								
Haul Materials from Vendor Yard (Tons)		382	-100%		729	-100%	458	-100%
Haul Materials from Project Site (Cu Yds)		990	-100%	110	1,050	-90%	546	-80%
Haul Pulverized Asphalt/Millings (Cu Yds)					50	-100%	71	-100%
MISCELLANEOUS								
Haul Rip Rap Materials--Concrete								
Crack Sealing (#'s per day)	8,040	10,050	-20%	22,890	13,620	68%	12,180	88%

WATER/SEWER DIVISION

The water division produced 57,626,700 gallons, a 1% decrease compared to February a year ago, and a 7% decrease in hours logged. Furthermore the division responded to 138 requests for locates throughout the month. The meter reader read 2,429 meters resulting in 35 turn-offs for delinquent payment and also 22 investigations for high usage. The division continued the testing regime necessary for the health department regulations, responded to 113 and cleared 113 SCADA alarms at the time of reporting.

The sewer division cleaned 400 feet of sewer line throughout the month. This division responded to 138 requests for locates.

MISCELLANEOUS - OTHER								
Concrete Blocks Built (No.)								
Water Main Leak Detection (Feet)				30				
METER SECTION								
METERS (No.)								
Meters Read	2,429	4,775	-49%	7,512	6,823	10%	5,320	41%
Meter Turn-offs (for repair)	11	32	-66%	15	50	-70%	39	-62%
Meter Turn-offs (delinquent)	35	52	-33%	116	124	-6%	100	16%
Meter Turn-ons (all)	55	63	-13%	121	165	-27%	1,781	-93%
METER MAINTENANCE (No.)								
Meters Repaired - In House							6	-100%
Meters Repaired - In Field					2	-100%	25	-100%
Meters Repaired - Manufacturer							28	-100%
METER INVESTIGATIONS (No.)								
Zero Consumption							0	-100%
High Usage	22	35	-37%	62	56	11%	69	-10%
Leaking in Meter Pit								
METER PIT MAINTENANCE (No.)								
Curb Stops Repaired							12	-100%
METER PIT INSTALLATION (No.)								
Meter Pits Installed							0	-100%
MISCELLANEOUS - OTHER (No.)								
Concrete Risers Manufactured								
Meter Pits Manufactured								
OPERATIONS SECTION								
WELL METERS (No.)								
Well Meters Read	14	12	17%	39	26	50%	23	68%
Park Meters Read	29	20	45%	58	40	45%	30	95%
WELL HOUSE MAINTENANCE (No.)								
Motors Checked	377	364	4%	780	767	2%	558	40%
Well Building Security Checked	609	588	4%	1,260	1,239	2%	751	68%
WELL MAINTENANCE (No.)								
Well GPM Check							155	-100%
Well Check for Sand							248	-100%
Well Static Level							4	-100%
Well Draw Down								
Well Air Check	87	84	4%	177	177		38	361%
GROUND STORAGE TANKS (No.)								
7.5 MG Tank Checked	58	56	4%	120	118	2%	78	53%
7.5 MG Tank Level Checked	58	56	4%	120	118	2%	78	53%
2.0 MG Tank Checked	58	56	4%	120	118	2%	78	53%
2.0 MG Tank Level Checked	58	56	4%	120	118	2%	90	33%
Security Checks	58	56	4%	120	118	2%	119	1%
ELEVATED STORAGE TANKS (No.)								
0.25 MG North Checked	87	84	4%	180	177	2%	12	-100%
0.25 MG North Level Checked	87	84	4%	180	177	2%	152	18%
0.25 MG South Checked	87	84	4%	180	177	2%	140	28%
0.25 MG South Level Checked	87	84	4%	180	177	2%	152	18%

Security Checks	174	168	4%	360	354	2%	288	25%
WATER QUALITY TESTING (No.)							12	-100%
Well Samples Taken					11	-100%	14	-100%
Distribution Samples Taken							13	-100%
Chlorine Samples Taken	145	41	254%	300	72	317%	70	327%
Bacteriological Samples Taken		15	-100%		15	-100%	22	-100%
Other - Samples taken							16	-100%
SCADA SYSTEM (No.)							13	-100%
SCADA Alarms	113	29	290%	176	60	193%	47	271%
SCADA Alarms Cleared	113	29	290%	174	60	190%	45	290%
DISINFECTION (No.)								
Chlorine Bottles Picked Up	9	10	-10%	22	19	16%	19	15%
Chlorine Bottles Returned	9	10	-10%	22	19	16%	19	16%
POTABLE WELLS								
WELLS PUMPED							4	-100%
Hours	2,111	2,264	-7%	4,209	4,617	-9%	3,658	15%
Gallons	57,627	58,214	-1%	117,065	125,812	-7%	100,365	17%
Call Customer By Phone							789	-100%
UNCC LOCATES							22,489	-100%
City Requests	4	11	-64%	17	32	-47%	6	166%
Private Requests	42	31	35%	109	61	79%	12	793%

DESCRIPTION	Feb 2012	Feb 2011	Feb Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
SANITARY SECTION								
Sewer Service Installed (No.)								
Sewer Service Installed (No.) 4"								
Sewer Service Installed (No.) 6" & larger								
Sewer Service Taps Installed (No.) all								
Sewer Service Inspected (No.)							0	-100%
Sewer Service Repaired (No.)							1	-100%
Sewer Lines Installed (Ft.)								
Sewer Lines Installed (Ft.) 6"								
Sewer Lines Installed (Ft.) 8"								
Sewer Lines Installed (Ft.) 10"								
Sewer Lines Installed (Ft.) 12" & larger								
Sewer Lines Replaced (Ft.) 4"								
Sewer Lines Replaced - 6" (Ft.)		10	-100%		23	-100%	3	-100%
Sewer Lines Replaced - 8" (Ft.)								
Sewer Lines Replaced - 10" (Ft.)								
Sewer Lines Replaced - 12" & larger (Ft.)								
Sanitary Sewer Relined-all sizes (Ft.)								
Sewer Lines Cleaned (Ft.) 4"							20	-100%
Sewer Lines Cleaned (Ft.) 6"							70	-100%
Sewer Lines Cleaned (Ft.) 8"		1,500	-100%		1,500	-100%	1,572	-100%
Sewer Lines Cleaned (Ft.) 10"	400	800	-50%	2,500	800	213%	1,051	138%

Catchbasins Repaired (No.)								
Catchbasins Replaced (No.)								
Catchbasins Cleaned (No.)								
Storm Sewer Line Locates (No.)	46	41	12%	112	92	22%	77	45%
Storm Sewer Manhole Locates (No.)	92	82	12%	224	184	22%	100	124%
Call Customer by Phone							1	-100%

AIRPORT DIVISION

The airport division witnessed 124 operations during the month of February. Throughout the month this division sold 5,003 gallons of fuel, which is a 119% increase from February 2011. However the total year-to-date of 7,471 gallons of fuel, is also a 14% increase compared to a year ago.

DESCRIPTION	Feb 2012	Feb 2011	Feb Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
OPERATIONS BY A/C TYPE								
A/C Single Engine	60	42	43%	162	168	-4%	216	-25%
A/C Multi Engine	4	4		8	25	-68%	33	-75%
Helicopter	10	6	67%	38	34	12%	22	74%
Turbojet	50	29	72%	84	52	62%	109	-23%
Other Types							2	-100%
TOTAL OPERATIONS	124	81	53%	292	279	5%	382	-24%
AVIATION FUEL DISPENSATION								
Avgas (Gals.)	645	586	10%	1,205	1,960	-38%	1,781	-32%
Jet-A (Gals.)	4,359	1,694	157%	6,266	4,617	36%	3,894	61%
TOTAL FUEL	5,003	2,280	119%	7,471	6,576	14%	5,675	32%

CODE ENFORCEMENT DIVISION

There were 0 permits issued for new residential work with a construction value of \$0 in the month of February. There were 0 permits for residential additions/alterations with a construction value of \$0. There was 0 permits issued for new non-residential work with a construction value of \$0 in the month of February. Furthermore there were 2 permits for non-residential additions and/or alterations with a construction value of \$101,799.00. For summation of the month there was a total of 2 building permits issued with a fee structure of \$3,261; 1 demo permit with a fee structure of \$24; 2 fence permits with a fee structure of \$40; 3 mechanical permits with a fee structure of \$80; 1 sign permit with a fee structure of \$40; 1 excavation permit with a fee structure of \$30, 0 manufactured home hookup permits with a fee structure of \$0 and 24 miscellaneous permits and/or approvals issued with a fee structure of \$6,758.00. Throughout February, there were 34 permits and/or approvals issued with a 31% increase compared to a year ago. The fee structure is \$10,232.00, a 23% decrease compared to a year ago.

DESCRIPTION	Feb 2012	Feb 2011	Feb Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
NEW RESIDENTIAL								
Single-Family Detached 101								
Permits								
Units								
Value								
Condominiums/Townhouses 102								
Permits								
Units								
Value								
Duplex 103								
Permits								
Units								
Value								
Three & Four Family 104								
Permits								
Units								
Value								
> 4 Family Apartments 105								
Permits								
Units								
Value								
Manufactured Homes 106								
Permits								
Units								
Value								
TOTALS								
Permits								
Units								
Value								
NEW RESIDENTIAL (GROUP/TRANSIENT)								
Hotels & Motels 213								
Permits								
Units								
Value								
Other Nonhousekeeping 214								
Permits								
Units								
Value								
TOTALS								
Permits								
Units								
Value								
RESIDENTIAL ADD/ALTERATIONS								
Residential Additions/Alterations 434								
Permits		8	-100%	12	15	-20%	12	2%

Value		41,750	-100%	36,442	76,153	-52%	75,054	-51%
Residential Garages/Carports 438								
Permits					3	-100%	1	-100%
Value					48,180	-100%	14,119	-100%
TOTALS - RES. ADD/ALTERATIONS								
Permits		8	-100%	12	18	-33%	13	-6%
Value		41,750	-100%	36,442	124,333	-71%	89,173	-59%
NEW NONRESIDENTIAL								
Amusement & Recreation 318								
Permits								
Value								
Churches & Religious 319								
Permits								
Value								
Industrial Buildings 320								
Permits								
Value								
Auto Service & Repair 322								
Permits								
Value								
Hospitals & Institutions 323								
Permits								
Value								
Offices 324								
Permits				1				
Value				1,924,600				
Schools & Education 326								
Permits								
Value								
Commercial Buildings (Retail) 327								
Permits								
Value								
Public Works & Utilities 325								
Permits								
Value								
Other Buildings 328								
Permits							1	-100%
Value							6,840	-100%
Structures 329								
Permits							1	-100%
Value							30,394	-100%
TOTALS - NEW NONRESIDENTIAL								
Permits				1			2	-44%
Value				1,924,600			37,234	5069%
NONRESIDENTIAL ADD/ALTERATIONS								
Nonresidential Add/Alterations 437								
Permits	2	4	-50%	5	9	-44%	10	-48%
Value	101,799	270,976	-62%	173,238	474,128	-63%	536,545	-68%

PARKS, LIBRARY AND RECREATION DEPARTMENT

FEBRUARY 2012 MONTHLY REPORT

DEPARTMENT OVERVIEW

There were 6 pavilion reservations made in February, for a year-to-date total of 32. There were two facility reservations prepared during February.

There was no activity in either the Tree Removal program or the Tree Planting program.

The Department secretary attended PLR staff, secretary and newsletter meetings during the month. She prepared and distributed PLR news releases to media.

The Director attended staff, Kiwanis, Excellence and SWellness meetings during the month.

February 7 – Director met with Library Superintendent and Museum Curator re: Facility Use Policy.

February 8 – Director met with Library Superintendent, Museum Curator, Recreation Superintendent and Museum Curator.

February 9 – Director attended Management Staff and viewed video.

Feb. 10 – Director and Department Secretary attended the Valentine Tea at the library.

Feb. 13 – Director and Department Secretary attended the PLR Board meeting. Items discussed were: Facility Use for all PLR Spaces; Library policies; CIRSA Public Liability Training and Bench donations.

Feb. – 14 – Director had a phone conference with reference to a personnel matter.

Feb. 14 – Director and Department Secretary attended CIRSA training.

Feb. 15 – Director participated in the Lyrasis Webinar.

Feb. 16 – Director and Library Superintendent attended the NE Colorado Library Director's meeting.

Feb. 22 – Director and Department Secretary attended a one-year anniversary celebration at the library.

Feb. 22 – Director met with Library Superintendent, Museum Curator, Recreation Superintendent and PCF Superintendent.

Feb. 22 – Director met with Recreation Superintendent and Recreation Assistant for a softball organization meeting at the Recreation Center.

PARKS, CEMETERY AND FORESTRY

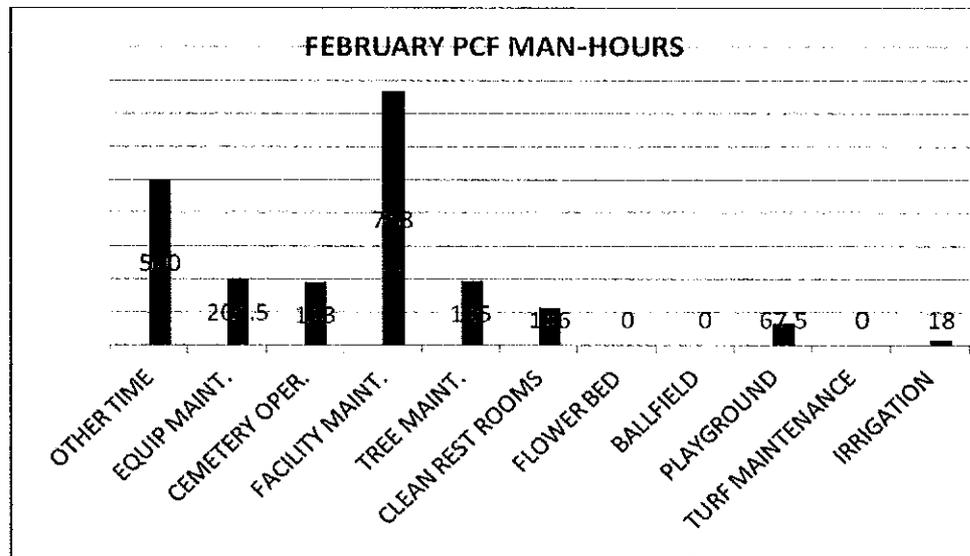
Parks - February has been a snowy month requiring 331 man hours of snow and ice control. The turf may have been rescued by the much needed moisture. The turf will have to be evaluated for winter kill in the spring to determine if the snow was sufficient to revitalize the desiccated turf. Ordered repair parts for the playgrounds identified in the CIRSA audit have begun to arrive and are being replaced. During ditch remediation operations at Pioneer Park, the water supply line was ruptured. It was subsequently repaired along with the replacement of the booster pump at the west rest room. Department Secretary Shafer placed the order for 7 new memorial benches for Columbine and Pioneer parks. Crews will be installing the concrete pads as weather allows.

Cemetery - The Riverside Cemetery staff has repaired 75 grave spaces at the cemetery this month. The cemetery crew was busy digging full graves this month, as full grave to cremains were running at 90% compared to the norm of 50%. There were nine funerals in February, with only one of them being cremains. Cemetery crews configured the new funeral trailer to suit its desired application.

Forestry - The Forestry Division has been busy with broken hanging branches and picking up downed branches from high winds that blew for the majority of the month. The Forestry crew utilized 195 man hours in tree maintenance operations. Thirty-one trees were trimmed and six removed. Three Action Requests were completed in February. The Forestry crew was also engaged with the Parks crew for snow and ice control, as they allotted a proportionate amount of time to the 331 hours associated with this task.

Ongoing PCF projects:

- Reduction of Action Requests
- Ball field preparations
- Install memorial bench pads at Columbine and Pioneer Parks
- Construct memorial benches
- Equipment maintenance and repairs
- Facility maintenance, repairs and seasonal start up



Graph denotes man-hours used during the month of February.

DESCRIPTION	Feb 2012	Feb 2011	Feb Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
PARKS								
Man-hours of equip maint (all PCF)	204	6	3292%	204	143	42%	345	-41%
Facility reservations		8	-100%		8	-100%	2	-100%
Restroom cleanings/inspections	116	95	22%	246	209	17%	215	14%
Man-hours of ballfield preparation		55	-100%	72	123	-41%	34	113%
CEMETERY								
Opening/Closing	9	9		20	19	5%	19	5%
Cremains - Opening/Closing	1	3	-67%	6	5	20%	7	-9%
Spaces sold	7	4	75%	17	6	183%	11	55%
Monument permits		4	-100%		4	-100%	5	-100%
Graves repaired/raised	75	63	19%	158	108	46%	87	82%
Niches Sold	1	3	-67%	5	5		5	9%
FORESTRY								
Trees trimmed	31	20	55%	42	31	35%	73	-42%
Trees removed	6	5	20%	17	10	70%	30	-44%
Action Requests completed	3			10			6	56%
Trees planted								
Stumps removed by contract								

LIBRARY

The patron count for Sterling Public Library from Feb. 1 through Feb. 29, 2012 was 4797.

The library had 12 Community Servants for a total of 122 hours of community service. Two volunteers worked 5 hours. One CWEP participant worked 8 hours. Total volunteer hours for the month of February were 135.

Sterling Public Library made 199 interlibrary loan requests of other libraries and received 200 items. Other libraries made 186 interlibrary loan requests and Sterling Public Library loaned 144 items. Lending libraries were unable to fill 31 requests and Sterling Public Library was unable to fill 42 requests. Total interlibrary loan requests were 385 and 344 items were circulated.

Jo Ann Conter reported 10 tutors worked with 18 students for 201 hours during January and February.

On Feb. 7th Denise Ladd provided a Fancy Nancy program for 16 children and 15 adults. The kids listened to Fancy Nancy stories and wrote poems using their name.

The library hosted the Valentine Tea on February 10th with 80 people and 23 performers attending. The Sterling High School Jazz Choir sang and Denise Ladd provided a Fancy Nancy story and activity as entertainment.

On February 28th the library provided a Dr. Seuss program for 32 kids and 25 adults. After listening to stories the kids made Cat in the Hat hats.

Erica Kallsen and Sandy Van Dusen offered 4 e-reader classes with 20 people attending during February.

PROJECT UPDATE:

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

There were 52 children who called Dial-a-Story during March. Stories were read by Cheryl Schulte, Kim Sanchez, Denise Ladd and Vickie Nills. The stories can be heard by calling 522-6808.

DESCRIPTION	Feb 2012	Feb 2011	Feb Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
Books Checked Out	8,190	8,030	2%	16,434	16,083	2%	14,585	13%
Digital check out	495			1,097				
In-house Circulation	556	917	-39%	1,071	2,105	-49%	1,974	-46%
Volunteer Hours	5	5		10	10		14	-30%
Story Time Attendance	110	77	43%	200	138	45%	121	65%
Summer Reading Program								
Reference Questions	680	1,206	-44%	1,438	2,635	-45%	1,838	-22%
Books Placed on Hold	582	338	72%	1,256	1,039	21%	668	88%
Inter-Library Loans								
Borrowed requests	199	174	14%	426	365	17%	382	11%
Loaned requests	186	246	-24%	424	487	-13%	444	-5%
Total	385	420	-8%	850	852	0%	827	3%
Library Meeting Room Use	36			68			29	138%
Patrons Using Facility	4,797	3,987	20%	9,919	7,103	40%	8,499	17%
Hours Tutoring	201	91	121%	201	217	-7%	245	-18%
Internet use	1,914			4,123			2,619	57%

RECREATION DIVISION

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. The season began on January 11th and went through February 18th. This year there were 88 teams and 670 participants in the program. This was up 1 team, and up 28 participants from 2011. Participants logged 2,112 visits during practice and another 736 visits during the games that were played in February. Spectators logged approximately 5,520 visits in February. Games were played at the S.H.S. Wally Post Gym and Tiger Den, the S.M.S., the N.J.C. Events Center, and at St. Anthony's Gym.

ADULT BASKETBALL: There were 26 teams in the City League Adult Basketball Program in 2012. This is up 3 teams from 2011. This year we added the Women's Open division to the leagues and there were 6 teams that participated. The season ended February 29th. Play in February accounted for 576 participant visits, and 960 spectator visits to the Sterling Middle School and the N.J.C. Events Center where the games were scheduled. In 2012, the Recreation Division went to strictly recreational leagues with no post season tournaments or awards in any programs. We were still up 3 teams with these changes.

SPRING VOLLEYBALL: Spring volleyball information was prepared and mailed to last years' teams, and the appropriate news releases were sent to the local media in February. Play begins March 6th. There are 23 teams participating in 3 different divisions of play. This is down 1 team from 2011. In 2012, the Recreation Division went to strictly recreational leagues with no post season tournaments or awards in any programs. We are only down one team with these changes!

SUMMER SOFTBALL REGISTRATIONS: Preparation of information and registration materials for the Adult and Co-Rec. Softball leagues, as well as the Youth Girls Wildcat Whiffle ball, T-Ball, Machine Pitch, and Fastpitch Softball leagues began in February. Registrations for the Youth Wildcat Softball Leagues will be taken through April 18th. Registrations for the Adult Softball Leagues will be taken through May 2nd.

This year, we are making several changes to the Youth Wildcat Softball program. We are going from grades to ages for participants. We are adding Whiffle t-ball for 4 year olds. We are going from machine pitch to staff pitch for 7 & 8 year olds. We are changing to a system where coaches draft their teams for 9 thru 16 year olds. The draft will help equalize the Sterling teams by keeping coaches from stacking their teams with only the best girls. Less skilled girls will have equal chances to play for better coaches.

RECREATION CENTER

FITNESS ROOM EQUIPMENT AND CHANGES: It has been one full calendar year since the new Life Fitness strength exercise equipment was installed. The fitness room was moved upstairs and the Recreation Center was re-arranged to take better advantage of the space. The public's acceptances of the changes have been well received.

NEW A.D.A. HANDICAP LIFTS: Two new pool handicap lifts have been ordered for the indoor and the outdoor pools. Longer indoor pool entry handrails will also be added to bring it into compliance. The new lifts and handrails are required for us to comply with new ADA Pool Handicap Laws which go into effect on March 15, 2012.

POOL TEMPERATURE: The indoor pool waters heat exchanger is not working properly and we are unable to get the pool water temperature up to the 86 degrees needed during the winter. It can only manage 81 or 82 degrees, which is too cold for many therapeutic swimmers. Pool usage is down because of this, which in turn lowers overall admissions.

N.J.C. DISCONTINUES AMERICAN RED CROSS HEALTH AND SAFETY SCHOOL:

Recreation Center staff has spent considerable time in February taking over N.J.C.'s Health and Safety School. We are concentrating on offering the Lifeguarding (L.G.T.) and Swimming Lessons Instructor (W.S.I.) parts of the school in order to train future staff for the Recreation Center. We had been counting on past instructors to teach these two classes for us, but both instructors have decided to stop teaching the classes this year. We have now started the process of contracting new instructors. We currently have one local instructor to teach the American Red Cross - W.S.I. class. We may have to send another individual to Denver to get her certification in order to teach our American Red Cross - L.G.T. class. If she is not certified to teach by April 1st, we may have to contract out an L.G.T. instructor if one is available. Both classes are vital and must be offered each year to properly staff the Sterling Recreation Center.

OVERALL ADMISSIONS: In February 2012, there were a total of 2,495 admissions to the Sterling Recreation Center. This is a decrease of 401 patrons from February, 2011. This is a large decrease in the number of patrons and may be partially due to the cold indoor pool water temperature.

Paid admissions do not include the following non-paid visits to the Sterling Recreation Center: 34 visits by racquetball or wallyball league players, 51 visits from Northeastern Jr. College's swimming class, and 13 visits from St. Anthony's school children. These free visits to the Recreation Center are due to Intergovernmental Agreements.

CHILD ADMISSIONS: There were a total of 76 Child Admissions to the Recreation Center in February, 2012. In February, 2011 there were 60. This is up 16 admissions.

YOUTH ADMISSIONS: There were a total of 519 Youth Admissions to the Recreation Center in February, 2012. In February, 2011, there were 627. This is down 108 admissions.

SENIOR ADMISSIONS: There were a total of 235 Senior Admissions to the Recreation Center in February, 2012. In February, 2011 there were 212. This is up 23 admissions.

ADULT ADMISSIONS: There were a total of 966 Adult Admissions to the Recreation Center in February, 2012. In February, 2011 there were 1,055. This is down 89 admissions.

YEARLY ADMISSIONS: There were 494 Yearly Pass Admissions to the Recreation Center in February, 2012. In February, 2011 there were 490. This is up 4 admissions.

AQUA AEROBICS CLASSES: There were 68 patrons attending aqua aerobics classes in February, 2012. In February, 2011 there were 89. This is down 21 admissions. This is probably because the evening aqua aerobics class is no longer offered.

VALLEY H.S. GIRLS SWIM TEAM: Some Sterling High School girls swim on the Valley High School swim team. They wrapped up their season in February. The girl's use of the facility helps keep the Recreation Centers pool busy between 3:30 - 6:30 pm. The girls accounted for just 55 admissions to the Recreation Center in February, 2012 as only a few state qualifiers practiced till the end of February.

DESCRIPTION	Feb 2012	Feb 2011	Feb Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
WINTER								
Volleyball Teams							10	-100%
Volleyball Participants							307	-100%
Volleyball Spectators							384	-100%
Adult Basketball Teams	26	23	13%	52	46	13%	39	33%
Adult Basketball Participants	576	340	69%	1,212	920	32%	1,032	17%
Adult Basketball Spectators	960	680	41%	2,020	1,840	10%	1,428	41%
Youth Basketball Teams	88	87	1%	176	174	1%	178	-1%
Youth Basketball Participants	2,848	2,824	1%	6,704	9,744	-31%	12,582	-47%
Youth Basketball Spectators	5,520	5,520		13,320	15,660	-15%	14,790	-10%
Adult Basketball Tourn. Teams		14	-100%		14	-100%	16	-100%
Adult Basketball Tourn. Participants		120	-100%		120	-100%	194	-100%
Adult Basketball Tourn. Spectators		240	-100%		240	-100%	260	-100%
Open Gym Participants								
Denver Nugget Basketball Skills Challenge							15	-100%
Santa at the Center Participants								

OVERLAND TRAIL MUSEUM

During the month of February, museum staff completed phase 1 of the inventory. The entire main room of the museum has been inventoried and all items were checked for damage or deterioration and cross checked with accession numbers and labels. Inventory will continue as time allows.

Kay met with Gary Schlenz on Feb. 2 to discuss a few issues in the Education Center. Calking needs to be done between the tile and the counters in the kitchen. There is still a problem with getting heat to the restrooms. Gary will also check with the plumbers about the high water pressure in the restroom sinks. Kay also discussed with Gary the possibility of building two additional cases for the exhibit area.

Maintenance personnel completed the task of removing the risers and carpet from the former AV room to make room for the newspaper archives. New carpet was installed and the cases have been moved from the basement to the new archive room. Staff has been discussing ways to protect the newspaper archives. When moving the newspapers, handle them as little as possible. Always use gloves when handling newspapers and keeping them in a relatively dust free environment will be helpful.

Museum staff has completed the Miccosukee exhibit of patchwork and basketry, which will remain in the Dave Hamil exhibit area until late spring. The exhibit is a collection, which was donated to the museum by the late Auriel Sandstead.

The third winter series History Café took place on February 16 with a program on Black History month. Several civil war era artifacts were displayed. The final winter series program will take place on Thursday, March 15 and the topic will be antique dolls and toys.

The new museum brochures have been printed and are being distributed. The new school brochure has also been completed and is being distributed to all area schools and also to schools within a 75 mile radius. The Wagons West program is completely booked and will take place the final Friday of April and the first 3 Fridays in May. Wal-Mart will be helping to fund this program for the 5th year. Kay and Perry met to discuss other upcoming education programs and some new plans for family activities which will begin in April.

Part time museum assistant, JoeAnn Millstead has resigned. The Museum will be advertising for this position and also the custodial/maintenance position in March and are hoping to be fully staffed before the busy spring season begins.

Staff has been busy archiving and cataloging items as well as working on the deep cleaning of all cases and artifacts in the museum. The outside cleaning will begin when weather permits.

Museum Projects

Accessioning artifacts.....Ongoing project
 Cleaning buildings & artifacts..... Ongoing
 Archive room..... In progress
 Miccosukee exhibit..... Completed
 Tannery..... In progress
 Research Room..... Plans progressing

DESCRIPTION	Feb 2012	Feb 2011	Feb Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
Numbers of Donors	2	2		4	3	33%	5	-20%
Number of items donated	3	4	-25%	6	5	20%	11	-47%
Number of School Visits					1	-100%	0	-100%
Number of Students					6	-100%	4	-100%
Number of Special Events	1	1		1	2	-50%	1	25%
Total Attendance of Special Events	10	4	150%	10	19	-47%	8	22%
States represented	4	10	-60%	13	16	-19%	19	-32%
Foreign Countries Represented	1	1		1	1		2	-44%
Total of All Visitors	133	168	-21%	323	366	-12%	271	19%
Volunteer Hours	6	5	20%	12	26	-54%	43	-72%
Square Foot, Bldg. Maintained	29,766	24,766	20%	59,532	49,532	20%	49,532	20%