

STERLING

A Colorado Treasure

MONTHLY REPORTS

January 2013

CITY MANAGER

JANUARY 2013 MONTHLY REPORT

City Manager:

The City Manager met with and attended the following:

- Meeting with Airport Consultant, Michael Dye;
- Meeting with contractor regarding curbside recycling;
- Attended meeting regarding high ground water study; and
- Attended meetings regarding building security.

Executive Secretary:

The Executive Secretary continues to do the packets for Council. Connie prepares proclamations for the Mayor's signature. She prepared two amplified music letters for the City Manager's signature. Connie 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.

Emergency Management Coordinator (EMC):

MEETINGS ATTENDED

Northeast Colorado Emergency Managers (NCEM) Regional Meeting

The January 2013 NCEM meeting was held at the Fort Morgan EOC.

Agenda Items were:

- 2013 EMPG 1st Quarter (October to December 2012) overview and deliverables.
- 2013 Regional Resource Management Plan update on project.
- Hazard Mitigation Plan project update.
- Government IGA's and MOU's need organized and updated.
- WebEOC System updates and training.
- State Master Exercise Plan.

EMC Owens gave a presentation on the regional Disaster Recovery Handbook project that he is spearheading. He is working with the vendor to establish fund raising for the project. The EMC procured the City of Sterling Finance Department as the fiscal agent for the project. They have obtained \$10,600 in grant money from Citizen Corps. County OEM's have provided donation contact to vendor, who will make contact. The books will be customized for our area and each county will receive a stockpile to hand out to citizens post disaster.

Northeast All Hazards Region DHS Group

The NEAHR met in Fort Morgan in January.

Agenda items were:

- Planning for 2013 projects and grants
- A presentation from the state Office of Preparedness and Planning
- 2013 DHS grant updates. Grant amounts will be significantly reduced.
- Threat Assessment Planning updates for 2014 project.

- Communications report from the CCNC. Funding issues for needed system update.
- Presentation on Community Preparedness.

Logan County EMS Trauma Council Quarterly Meeting

The Logan County EMS Council held a quarterly Board meeting in January.

Agenda Items were:

- Elect new officers for 2013.
- Project report on the Every 15 Minutes school safety program
- Project report on the 2013 ABATE motorcycle training.
- Future projects and plans.
- Purchase of a new laptop computer for Secretary-Treasurer.

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

The Logan County ESF-8 group held a regular monthly meeting in January.

Agenda items were:

- Discussion of the EM Systems field triage card readers. Project tabled for now.
- Recent hospital exercises were reviewed and discussed.
- Mass Casualty communications and notifications.
- Logan County Health Care Coalition being part of the ESF 8 group.
- Updating membership contact lists.
- Future work on the Vulnerable Populations project.

City Building Security Project

The Sterling Building Security committee met with the vendor in January. They discussed the access control system, surveillance cameras and duress buttons. The vendor will develop a detailed Statement of Work document for hardware and software. They discussed project timelines and how to move forward. Bob accompanied the vendor on a building tour documenting the locations for the door access points and locations of surveillance cameras.

RE1 Schools Safety Committee

The EMC attended a monthly meeting of the RE1 Schools Safety Committee in January. They discussed drills and exercises for 2013 and the State Exercise Guidebook.

TRAINING AND RESPONSES

EMC Owens attended training by NOAA and the National Weather Service on the new Dual Polarization weather radar system. This system will be much more accurate in locating tornado activity within severe storms.

OTHER OEM ACTIVITIES

- Distributed copies of the updated 2012 Emergency Operations plan to city and county agencies. Some agencies received the CD copy by mail.
- Completed and turned in the 2012 Annual Report for the OEM to the City.
- Attended a CCNC State Board meeting by teleconference.
- Continued work on the 2011 DHS grant projects. The remote siren deployal project is completed but there are system issues with the Moto-Bridge system in dispatch. Bob is working with both the vendor and Motorola for solutions.

- Completed all of the 1st quarter 2013 EMPG grant reports and financials.
- Continued working on the Red Guidebook to Recovery project. The EMC secured a fiscal agent, he gathered regional information for project donors and is writing the introduction to the guidebook giving it a Colorado regional format.
- Have the firm dates for the ABATE motorcycle training project. Bob put out press releases in both papers and radio stations. He obtained the 2013 insurance certificates and gave them to Sterling Finance Department.
- Worked with the vendor and the State on completing our T-1 to Fiber conversion for our connection between the Comm Center and the regional zone controller.
- Completed all of the monthly and year end bookkeeping for the E911 Authority Board.
- Turned in the Logan County Storm Ready recertification application to the National Weather Service.
- Met with the Logan County Pest Control agency to discuss hazmat training and spill notification procedures.

Sterling Emergency Communication Center:

- Communications Center handled 1,926 calls for service during the month of January 2013, a two percent increase from the 1,896 calls received in January 2012.
- Sterling Police Department handled 846 calls for service in January 2013, a decrease of 16 percent compared to 1,002 calls for service received in January 2012.
- Logan County Sheriff's Office received 755 calls for service in January 2013, a 10 percent increase compared to 685 calls for service received in January 2012.
- Crook Fire Department handled three calls for service in January 2013 and January 2012.
- Fleming Fire received four calls for service in January 2013 compared to five calls for service in January 2012.
- Merino Fire handled 10 calls for service in January 2013 compared to five calls for service in January 2012.
- Peetz Fire handled three calls for service in January 2013 compared to two calls for service in January 2012.
- Sterling Fire handled 171 calls for service in January 2013, an decrease of two percent compared to 175 calls handled in January 2012.

DESCRIPTION	Jan 2013	Jan 2012	Jan Change	YTD 2013	YTD 2012
ACTIVITIES					
CALLS for SERVICE					
STERLING DISPATCH	1,926	1,896	2%	1,926	1,896
CITY OF STERLING	846	1,002	-16%	846	1,002
LOGAN COUNTY	755	685	10%	755	685
STERLING FIRE 07530	171	175	-2%	171	175
CROOK FIRE 07505	3	3		3	3
FLEMING FIRE 07515	4	5	-20%	4	5
MERINO FIRE 07522	10	5	100%	10	5
PEETZ FIRE 07525	3	2	50%	3	2

Information Technology Specialist (ITS):

Daily backup of all servers, Finance & Police Systems and routine user and file security maintenance continues. ITS Anderson performed complete system saves for the Finance and Police Systems for offsite storage. IBM was contacted to replace the tape drive on the Finance system and Mary Ann installed the year end update for the Finance system to print W-2 forms.

The ITS answered calls to various computer, printer and phone problems in several departments. Replaced the cash register terminal at Police Records, setup a new laptop for Police Dept and Youth Services, and changed out computers for the new Literary Coordinator, Code Enforcement officer, and foreman at Service Center. ITS Anderson replaced three monitors, took several computers in for repair and added RAM to three computers. She updated the map viewer program on several computers for public works and still have a few to update.

ITS Anderson has been working with Erica at the Library to take care of some of the regular computer maintenance at the Library which is a great help to her.

Mary Ann attended a SWellness meeting and made flyers and arrangements for the next SWellness events. She also attended the employee appreciation awards luncheon.

CITY ATTORNEY

JANUARY 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 and other personnel. The City Attorney also attends miscellaneous meetings with the City Manager and individuals as needed and requested. The City Attorney also met with the City Manager and legal counsel for the owner of the Ramada Inn regarding the completion of annexation matters, and met with Code Enforcement Officer Good regarding questions on a lot consolidation application and review of proposed documents required to proceed. The Deputy City Attorneys attend meetings as required for their respective positions. City Attorney Staff also held a status conference regarding this office.

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. 1-1-13, Series of 2013 – A Resolution before the City of Sterling, Logan County, Colorado, approving a Grant Agreement between the City of Sterling and the State Board of the Great Outdoors Colorado Trust Fund pertaining to the Parks and Recreation Master Plan Update; and authorizing the Mayor to execute the Agreement.

Resolution No. 1-2-13, Series of 2013 – A Resolution before the City of Sterling, Logan County, Colorado approving an Addendum to Net Lease between the City of Sterling and Trinidad/Benham Corp., for use of City-owned property.

Resolution No. 1-3-13, Series of 2013 – A Resolution before the City of Sterling, Logan County, Colorado, approving an Intergovernmental Agreement with the Sterling Rural Fire Protection District for purchase of a water tender truck.

Resolution No. 1-4-13, Series of 2013 – A Resolution before the City of Sterling, Logan County, Colorado approving an Agreement with Advanced Tek Janitorial Service, Inc.

Resolution No. 1-5-13, Series of 2013 – A Resolution before the City of Sterling, Logan County, Colorado, rescinding Resolution No. 11-3-12, Series of 2012, and requesting withdrawal of idle funds from the Sterling Old Hire Police Pension Plan Administered by the Fire & Police Pension Association of Colorado (FPPA).

Prepared the following Ordinances:

None.

Other Documents:

This office prepared an Addendum to Net Lease and draft of Special Warranty Deed, relating to the lease of City-owned property by Trinidad/Benham.

MUNICIPAL COURT:

The Deputy City Attorney prosecuted one charge and the Defendant was found guilty. Four Defendants changed their plea to guilty prior to trial; six charges were dismissed, including a sales tax and one at the request of the citizen complainants. Two 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 license and one special event permit application.

MISCELLANEOUS:

This office prepared two letters for Finance for collection of occupational tax, and a letter to an insurance company for reimbursement to the City for damages caused by an automobile accident.

Deputy City Attorney Gagliano completed the renewal Criminal Justice Information System testing.

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 and prepares minutes for Staff meetings when necessary.

FINANCE DEPARTMENT

JANUARY 2013 MONTHLY REPORT

The Finance Department assisted 3,219 customers during the month of January 2013. This compares to 2,874 customers in January 2012. This number does not include the contacts made by the Director of Finance. There were on average 140 customer contacts per day for January 2013. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in January 2013 in comparison to January 2012.

The General Fund revenues for the month of January 2013 amounted to \$946,803.79. The revenue for the month ended January 2012 in the General Fund amounted to \$983,195.11. Expenditures for the General fund for the month ending January 31, 2013 amounted to \$945,571.28 and for the same period in 2012 the expenditures were \$918,938.62.

Cash in all City funds totaled \$2,119,353.32 on January 31, 2013 and for January 31, 2012 on hand was \$2,024,811.00. On January 31, 2013 the City of Sterling had outstanding a total of \$12,026,485.97 in investments, this amount is for all funds. This breaks down to \$205,939.02 in Certificates of Deposit, \$11,720,104.89 ColoTrust Plus and \$100,442.06 in Money Market.

There were \$1,500,230.69 worth of checks issued in January 2013 for all funds; this compares to \$4,334,771.72 for the same period in 2012. There were 5610.9 gallons of gasoline and diesel used in the month of January 2013 for all City operations. This compares to 5257.4 gallons gasoline and diesel used in January 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.	1/31/13
General Fund:				
Colostrust Plus	\$2,131,621.65	\$900,000.00	\$535,263.47	\$1,766,885.12
Colostrust Plus - Seizure Money	\$26,637.43	\$0.00	\$4.04	\$26,641.47
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$2,158,259.08	\$900,000.00	\$535,267.51	\$1,793,526.59
Hotel Tax Fund:				
Colostrust Plus	\$110,220.57	\$0.00	\$5,016.84	\$115,237.41
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$110,220.57	\$0.00	\$5,016.84	\$115,237.41
Water Fund:				
Colostrust Plus	\$1,613,140.42	\$965,000.00	\$930,319.85	\$1,578,460.27
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$1,613,140.42	\$965,000.00	\$930,319.85	\$1,578,460.27
Sanitation Fund:				
Colostrust Plus	\$557,961.30	\$10,000.00	\$83.77	\$548,045.07
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$557,961.30	\$10,000.00	\$83.77	\$548,045.07
Sewer Fund:				
Colostrust Plus	\$3,671,844.92	\$25,000.00	\$110,563.24	\$3,757,408.16
Certificates of Deposit	\$205,939.02	\$0.00	\$0.00	\$205,939.02
Money Market	\$100,442.06	\$0.00	\$4.27	\$100,446.33
TOTALS	\$3,978,226.00	\$25,000.00	\$110,567.51	\$4,063,793.51
Perpetual Care Fund:				
Colostrust Plus	\$166,017.39	\$0.00	\$5,025.36	\$171,042.75
TOTALS	\$166,017.39	\$0.00	\$5,025.36	\$171,042.75

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	1/31/13
Library Improvement Fund:				
Colotrust Plus	\$27,897.73	\$0.00	\$4.23	\$27,901.96
TOTALS	\$27,897.73	\$0.00	\$4.23	\$27,901.96
Conservation Trust Fund:				
Colotrust Plus	\$185,936.80	\$20,350.00	\$25.43	\$165,612.23
TOTALS	\$185,936.80	\$20,350.00	\$25.43	\$165,612.23
Karl Falch Library Trust Fund:				
Colotrust Plus	\$31,094.68	\$0.00	\$4.70	\$31,099.38
TOTALS	\$31,094.68	\$0.00	\$4.70	\$31,099.38
Employee Self-Insurance Fund:				
Colotrust Plus	\$569,754.97	\$0.00	\$86.23	\$569,841.20
TOTALS	\$569,754.97	\$0.00	\$86.23	\$569,841.20
Service Center Fund:				
Colotrust Plus	\$299,996.07	\$40,000.00	\$50,045.55	\$310,041.62
TOTALS	\$299,996.07	\$40,000.00	\$50,045.55	\$310,041.62
Risk Management Fund:				
Colotrust Plus	\$809,067.96	\$0.00	\$115,130.72	\$924,198.68
TOTALS	\$809,067.96	\$0.00	\$115,130.72	\$924,198.68
Capital Equipment Fund:				
Colotrust Plus	\$985,658.33	\$17,000.00	\$50,152.41	\$1,018,810.74
TOTALS	\$985,658.33	\$17,000.00	\$50,152.41	\$1,018,810.74
Capital Improvement Fund:				
Colotrust Plus	\$693,772.32	\$0.00	\$15,106.51	\$708,878.83
Colotrust Plus - Museum Exhibits	\$0.00	\$0.00	\$0.00	\$0.00
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$693,772.32	\$0.00	\$15,106.51	\$708,878.83

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	1/31/13
Grand Totals All Funds:				
Colotrust Plus	\$11,880,622.54	\$1,977,350.00	\$1,816,832.35	\$11,720,104.89
Certificates of Deposit	\$205,939.02	\$0.00	\$0.00	\$205,939.02
Money Market	\$100,442.06	\$0.00	\$4.27	\$100,446.33
Grand Total	\$12,187,003.62	\$1,977,350.00	\$1,816,836.62	\$12,026,490.24

GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

1/31/2013

BALANCE SHEET

ASSETS:

Cash	\$352,468.20
Flex Cash Account	\$16,693.48
Petty Cash	\$830.00
Cash with County Treasurer	\$51,553.32
Accounts Receivable	\$193,703.19
Taxes Receivable	\$60,440.41
Sales Tax Receivable	\$675,177.82
Property Tax Receivable	\$1,015,476.00
Investments	\$1,766,885.12
Investment - Federal Seizure	\$26,641.47
Prepaid Fuel	\$28,097.31
Prepaid Fuel - Airport	\$19,500.24
Payroll Clearing Account	\$0.00
Postage Clearing Account	\$2,110.10
Prepaid Prisoner Housing	\$47,566.00
Sales Tax Clearing	-\$21.00

TOTAL ASSETS

\$4,257,121.66

LIABILITIES:

Ded/Ben Clearing Account	\$9,518.09
Accounts Payable	-\$184,355.78
Accounts Payable - Logan County	\$395.47
Accrued Salaries	\$211,526.81
Court Bonds	\$0.00
Restitution Clearing Account	\$987.30
Seizures	\$600.00
Deferred Revenue	\$1,015,476.00
Deferred Revenue - Other	\$18,410.78

TOTAL LIABILITIES

\$1,072,558.67

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	\$3,052,530.63
Excess Revenue over Expenditures	\$1,232.51

TOTAL FUND BALANCE

\$3,184,562.99

**TOTAL LIABILITIES
& FUND BALANCE**

\$4,257,121.66

GENERAL FUND

1/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Real & Personal Prop. Tax	\$1,015,537.00	\$40,146.87	\$40,146.87	\$975,390.13
Road & Bridge Fund Taxes	\$80,000.00	\$0.00	\$0.00	\$80,000.00
Auto Ownership Taxes	\$105,550.00	\$9,457.84	\$9,457.84	\$96,092.16
Sales Tax	\$6,744,000.00	\$628,984.32	\$628,984.32	\$6,115,015.68
Vehicle Use Tax	\$229,600.00	\$29,937.26	\$29,937.26	\$199,662.74
Building Material Use Tax	\$70,000.00	\$1,318.55	\$1,318.55	\$68,681.45
Employment Occupation Tax	\$15,400.00	\$15,400.00	\$15,400.00	\$0.00
TOTAL TAXES	\$8,260,087.00	\$725,244.84	\$725,244.84	\$7,534,842.16
Franchise Taxes	\$645,585.00	\$45,420.20	\$45,420.20	\$600,164.80
Licenses & Permits	\$166,600.00	\$10,920.90	\$10,920.90	\$155,679.10
Intergovernmental Revenue	\$2,741,316.00	\$78,807.81	\$78,807.81	\$2,662,508.19
Charges for Service	\$275,950.00	\$13,980.20	\$13,980.20	\$261,969.80
Fines & Forfeits	\$132,960.00	\$11,141.46	\$11,141.46	\$121,818.54
Miscellaneous Revenue	\$435,165.00	\$25,115.38	\$25,115.38	\$410,049.62
Transfer from Other Funds	\$435,903.00	\$36,173.00	\$36,173.00	\$399,730.00
TOTAL OTHER REVENUES	\$4,833,479.00	\$221,558.95	\$221,558.95	\$4,611,920.05
GRAND TOTAL REVENUES	\$13,093,566.00	\$946,803.79	\$946,803.79	\$12,146,762.21

GENERAL FUND

1/31/2013

<u>EXPENDITURES:</u>	BUDGETED	EXPENSES	EXPENSES	BALANCE
<u>GENERAL GOVERNMENT:</u>	2013	CURRENT MO.	TO DATE	
Council	\$76,880.00	\$3,988.14	\$3,988.14	\$72,891.86
City Manager	\$355,194.00	\$28,363.79	\$28,363.79	\$326,830.21
City Attorney	\$200,495.00	\$15,485.24	\$15,485.24	\$185,009.76
Municipal Court	\$104,661.00	\$7,076.51	\$7,076.51	\$97,584.49
Finance	\$434,372.00	\$35,005.24	\$35,005.24	\$399,366.76
City Hall & Non-Departmental	\$1,253,643.00	\$228,504.94	\$228,504.94	\$1,025,138.06
Personnel	\$288,415.00	\$19,948.63	\$19,948.63	\$268,466.37
TOTAL GENERAL GOVERNMENT	\$2,713,660.00	\$338,372.49	\$338,372.49	\$2,375,287.51
<u>PUBLIC SAFETY:</u>				
Police	\$1,824,077.00	\$137,111.06	\$137,111.06	\$1,686,965.94
Dispatch Center	\$582,327.00	\$57,857.61	\$57,857.61	\$524,469.39

Youth Services	\$109,923.00	\$8,598.24	\$8,598.24	\$101,324.76
Fire	\$1,517,094.00	\$109,272.21	\$109,272.21	\$1,407,821.79
Ambulance Service	\$608,789.00	\$21,398.26	\$21,398.26	\$587,390.74
TOTAL PUBLIC SAFETY	\$4,642,210.00	\$334,237.38	\$334,237.38	\$4,307,972.62

PUBLIC WORKS:

Street	\$2,236,716.00	\$78,584.15	\$78,584.15	\$2,158,131.85
Engineering & Operations	\$422,926.00	\$27,687.73	\$27,687.73	\$395,238.27
Airport	\$1,642,475.00	\$21,212.83	\$21,212.83	\$1,621,262.17
TOTAL PUBLIC WORKS	\$4,302,117.00	\$127,484.71	\$127,484.71	\$4,174,632.29

CULTURE & RECREATION:

Riverside Cemetery	\$228,311.00	\$11,938.02	\$11,938.02	\$216,372.98
Museum	\$146,921.00	\$6,957.66	\$6,957.66	\$139,963.34
Parks	\$449,706.00	\$22,611.33	\$22,611.33	\$427,094.67
Recreation Center	\$465,060.00	\$22,965.01	\$22,965.01	\$442,094.99
Forestry	\$140,481.00	\$9,313.92	\$9,313.92	\$131,167.08
Rec. Administration	\$581,412.00	\$35,539.73	\$35,539.73	\$545,872.27
Softball	\$42,933.00	\$300.72	\$300.72	\$42,632.28
Youth Softball	\$12,351.00	\$69.00	\$69.00	\$12,282.00
Basketball	\$8,651.00	\$677.97	\$677.97	\$7,973.03
Volleyball	\$6,980.00	\$45.82	\$45.82	\$6,934.18
Tolla Brown Skate Park	\$11,660.00	\$670.80	\$670.80	\$10,989.20
Special Events	\$24,500.00	\$296.54	\$296.54	\$24,203.46
Tennis	\$18,450.00	\$586.03	\$586.03	\$17,863.97
Youth Basketball	\$25,001.00	\$5,113.17	\$5,113.17	\$19,887.83
Youth Volleyball	\$9,967.00	\$50.21	\$50.21	\$9,916.79
Baseball	\$25,451.00	\$370.58	\$370.58	\$25,080.42
Library	\$478,420.00	\$27,970.19	\$27,970.19	\$450,449.81
TOTAL CULTURE & RECREATION	\$2,676,255.00	\$145,476.70	\$145,476.70	\$2,530,778.30

GRAND TOTAL EXPENDITURES	\$14,334,242.00	\$945,571.28	\$945,571.28	\$13,388,670.72
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HOTEL TAX FUND

1/31/2013

<u>REVENUES</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Hotel Tax	\$102,300.00	\$4,517.97	\$4,517.97	\$97,782.03
Investment Earnings	\$200.00	\$16.84	\$16.84	\$183.16
Penalty & Interest	\$3,000.00	\$0.00	\$0.00	\$3,000.00
TOTAL HOTEL TAX FUND REVENUE	\$105,500.00	\$4,534.81	\$4,534.81	\$100,965.19

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

**BALANCE SHEET
1/31/2013**

<u>ASSETS:</u>				
Cash	\$3,731.43			
Investments	\$115,237.41			
		TOTAL ASSETS		\$118,968.84
<u>LIABILITIES:</u>				
Accounts Payable	\$2,769.08			
		TOTAL LIABILITIES		\$2,769.08
<u>FUND BALANCE:</u>				
Retained Earnings	\$111,664.95			
Excess Revenue over Expenditures	\$4,534.81			
		TOTAL FUND BALANCE		\$116,199.76
		TOTAL LIABILITIES AND FUND BALANCE		\$118,968.84

WATER FUND

**1/31/2013
BALANCE SHEET**

<u>ASSETS:</u>				
Cash	\$1,146,421.23			
Cash with Fiscal Agent	\$10,248,325.73			
Accounts Receivable	\$348.83			
Accounts Receivable - Utility Billing	\$443,543.83			
Supply Inventory	\$179,435.73			
Investments	\$1,578,460.27			
Fixed Assets (Net)	\$30,192,914.60			
		TOTAL ASSETS		\$43,789,450.22
<u>LIABILITIES:</u>				
Accounts Payable	\$763,350.85			
Unpaid Compensated Absences	\$5,468.60			
Accrued Salaries	\$7,743.60			
Accounts Payable Assess Fee	\$4,574.56			
Loan Payable CWRPDA	\$28,553,086.12			
Loan Payable Premium	\$734,948.06			
Due to Sewer Fund	\$273,290.11			
Lease Interest Payable	\$164,092.78			

		TOTAL LIABILITIES	\$30,506,554.68
<u>FUND BALANCE:</u>			
Reserve for Painting	\$525,000.00		
Reserve for Capital Replacement	\$3,127,516.00		
Retained Earnings	\$9,492,371.84		
Excess Revenue over Expenditures	\$138,007.70		
		TOTAL FUND BALANCE	<u>\$13,282,895.54</u>
		TOTAL LIABILITIES AND FUND BALANCE	<u>\$43,789,450.22</u>

WATER FUND

1/31/2013

<u>REVENUES</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Water Revenue-Inside Residential	\$3,309,073.00	\$221,799.43	\$221,799.43	\$3,087,273.57
Water Revenue-Outside Residential	\$308,794.00	\$16,931.01	\$16,931.01	\$291,862.99
Water Revenue-Inside Commercial	\$1,082,446.00	\$75,689.95	\$75,689.95	\$1,006,756.05
Water Revenue-Outside Commercial	\$7,915.00	\$450.86	\$450.86	\$7,464.14
Water Revenue-Inside Industrial	\$580,320.00	\$27,690.20	\$27,690.20	\$552,629.80
Misc. Water Sales	\$5,000.00	\$311.34	\$311.34	\$4,688.66
Surcharge	\$23,742.00	\$1,626.19	\$1,626.19	\$22,115.81
Service Charges	\$46,421.00	\$3,180.83	\$3,180.83	\$43,240.17
Tapping Charges	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Water Div. Services	\$4,000.00	\$145.61	\$145.61	\$3,854.39
Penalties	\$39,194.00	\$4,255.63	\$4,255.63	\$34,938.37
Investment Earnings	\$941.00	\$319.85	\$319.85	\$621.15
Miscellaneous	\$1,000.00	\$1,348.15	\$1,348.15	-\$348.15
Rents from land	\$46,783.00	\$0.00	\$0.00	\$46,783.00
Plant Investment Fees	\$10,000.00	\$0.00	\$0.00	\$10,000.00
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>\$5,470,629.00</u>	<u>\$353,749.05</u>	<u>\$353,749.05</u>	<u>\$5,116,879.95</u>

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
<u>WATER LINES:</u>				
Personnel	\$233,834.00	\$19,259.34	\$19,259.34	\$214,574.66
Maintenance & Operation	\$639,001.00	\$85,309.32	\$85,309.32	\$553,691.68
Capital Outlay	\$1,647,500.00	\$53,803.82	\$53,803.82	\$1,593,696.18
Transfer to General Fund	\$129,725.00	\$10,810.00	\$10,810.00	\$118,915.00
TOTAL EXPENDITURES	<u>\$2,650,060.00</u>	<u>\$169,182.48</u>	<u>\$169,182.48</u>	<u>\$2,480,877.52</u>
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL WATER FUND W/DEBT	<u>\$2,650,060.00</u>	<u>\$169,182.48</u>	<u>\$169,182.48</u>	<u>\$2,480,877.52</u>

WATER PLANT:

Personnel	\$362,438.00	\$2,705.00	\$2,705.00	\$359,733.00
Maintenance & Operation	\$2,252,568.00	\$43,283.65	\$43,283.65	\$2,209,284.35
Capital Outlay	\$25,000.00	\$570.22	\$570.22	\$24,429.78
Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$2,640,006.00	\$46,558.87	\$46,558.87	\$2,593,447.13
Debt Service	\$1,856,738.00	\$0.00	\$0.00	\$1,856,738.00
TOTAL WATER FUND W/DEBT	\$4,496,744.00	\$46,558.87	\$46,558.87	\$4,450,185.13
TOTAL EXPENDITURES	\$7,146,804.00	\$215,741.35	\$215,741.35	\$6,931,062.65

SANITATION FUND

1/31/2013

BALANCE SHEET**ASSETS:**

Cash	\$239,258.25
Accounts Receivable	\$507.06
Accounts Receivable - Utility Billing	\$44,095.27
Supply Inventory	\$16,153.25
Investments	\$548,045.07
Fixed Assets (Net)	\$181,979.14

TOTAL ASSETS**\$1,030,038.04****LIABILITIES:**

Accounts Payable	\$83.55
Unpaid Compensated Absences	\$11,797.42
Accrued Salaries	\$5,053.33

TOTAL LIABILITIES**\$16,934.30****FUND BALANCE:**

Reserve for Equipment	\$28,389.00
Reserve for Capital Replacement	\$856,292.00
Retained Earnings	\$129,200.96
Excess Revenue over Expenditures	-\$778.22

TOTAL FUND BALANCE**\$1,013,103.74****TOTAL LIABILITIES
AND FUND BALANCE****\$1,030,038.04****SANITATION FUND**

1/31/2013

REVENUES:	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sanitation Revenue-Inside	\$450,000.00	\$38,005.08	\$38,005.08	\$411,994.92
Rubbish Collection Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00

Sanitation Services	\$0.00	\$0.00	\$0.00	\$0.00
Penalties	\$5,500.00	\$469.20	\$469.20	\$5,030.80
Investment Earnings	\$1,100.00	\$83.77	\$83.77	\$1,016.23
Miscellaneous	\$0.00	\$52.80	\$52.80	-\$52.80
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$458,100.00	\$38,610.85	\$38,610.85	\$419,489.15

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$172,090.00	\$15,493.73	\$15,493.73	\$156,596.27
Maintenance & Operation	\$271,767.00	\$18,347.34	\$18,347.34	\$253,419.66
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to General Fund	\$66,578.00	\$5,548.00	\$5,548.00	\$61,030.00
TOTAL EXPENDITURES	\$510,435.00	\$39,389.07	\$39,389.07	\$471,045.93

SEWER FUND

1/31/2013

BALANCE SHEET

ASSETS:

Cash	\$259,440.31
Accounts Receivable	\$205.50
Accounts Receivable - Industrial	\$20,690.22
Accounts Receivable - Utility Billing	\$147,809.43
Due From Water Fund	\$273,290.11
Supply Inventory	\$73,304.24
Investments	\$4,063,793.51
Fixed Assets (Net)	\$10,205,308.18

TOTAL ASSETS

\$15,043,841.50

LIABILITIES:

Accounts Payable	\$4,050.17
Unpaid Compensated Absences	\$12,771.00
Accrued Salaries	\$10,094.81
Loan Payable CWRPDA	\$669,037.50
Interest Payable	\$9,972.58

TOTAL LIABILITIES

\$705,926.06

FUND BALANCE:

Reserve for Capital Projects	\$111,784.00
Reserve for Trunk Line Replacement	\$173,681.45
Reserve for Lagoons	\$308,892.26
Reserve for Capital Replacement	\$8,868,520.00
Retained Earnings	\$4,877,519.40
Excess Revenue over Expenditures	-\$2,481.67

TOTAL FUND BALANCE

\$14,337,915.44

**TOTAL LIABILITIES
AND FUND BALANCE**

\$15,043,841.50

SEWER FUND

1/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sewer Revenue-Inside Residential	\$973,000.00	\$81,442.18	\$81,442.18	\$891,557.82
Sewer Revenue-Outside Residential	\$101,900.00	\$9,658.46	\$9,658.46	\$92,241.54
Sewer Revenue-Inside Commercial	\$339,434.00	\$29,829.62	\$29,829.62	\$309,604.38
Sewer Revenue-Outside Commercial	\$3,156.00	\$291.13	\$291.13	\$2,864.87
Sewer Revenue-Inside Industrial	\$264,733.00	\$0.00	\$0.00	\$264,733.00
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	\$1,689.17	\$1,689.17	\$13,921.83
Investment Earnings	\$7,338.00	\$601.48	\$601.48	\$6,736.52
Miscellaneous	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Outside Billing	\$2,400.00	\$205.50	\$205.50	\$2,194.50
Plant Investment Fees	\$10,000.00	\$0.00	\$0.00	\$10,000.00
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
TOTAL REVENUES	\$1,766,479.00	\$123,717.54	\$123,717.54	\$1,642,761.46
<u>EXPENDITURES:</u> <u>LINES AND SERVICES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$91,768.00	\$5,885.22	\$5,885.22	\$85,882.78
Maintenance & Operation	\$381,906.00	\$26,137.30	\$26,137.30	\$355,768.70
Capital Outlay	\$208,000.00	\$0.00	\$0.00	\$208,000.00
Transfer to General Fund	\$71,051.00	\$5,920.00	\$5,920.00	\$65,131.00
TOTAL LINES & SERVICES	\$752,725.00	\$37,942.52	\$37,942.52	\$714,782.48
Debt Service	\$179,141.00	\$0.00	\$0.00	\$179,141.00
TOTAL LINES & SERVICES W/DEBT	\$931,866.00	\$37,942.52	\$37,942.52	\$893,923.48
<u>TREATMENT FACILITIES:</u>				
Personnel	\$277,958.00	\$19,414.83	\$19,414.83	\$258,543.17
Maintenance & Operation	\$833,703.00	\$54,946.86	\$54,946.86	\$778,756.14
Capital Outlay	\$5,500.00	\$0.00	\$0.00	\$5,500.00
Transfer to General Fund	\$166,749.00	\$13,895.00	\$13,895.00	\$152,854.00
TOTAL TREATMENT FACILITIES	\$1,283,910.00	\$88,256.69	\$88,256.69	\$1,195,653.31
TOTAL EXPENDITURES	\$2,215,776.00	\$126,199.21	\$126,199.21	\$2,089,576.79

PERPETUAL CARE FUND

1/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Perpetual Care	\$16,000.00	\$1,550.00	\$1,550.00	\$14,450.00
Perpetual Care - niches	\$15,000.00	\$2,500.00	\$2,500.00	\$12,500.00
Investment Earnings	\$300.00	\$25.36	\$25.36	\$274.64
TOTAL REVENUES	\$31,300.00	\$4,075.36	\$4,075.36	\$27,224.64

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

BALANCE SHEET

1/31/2013

<u>ASSETS:</u>				
Cash	\$7,467.86			
Investments	\$171,042.75			
		TOTAL ASSETS		\$178,510.61
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
<u>FUND BALANCE:</u>				
Unreserved Fund Balance	\$174,435.25			
Excess Revenue over Expenditures	\$4,075.36			
		TOTAL FUND BALANCE		\$178,510.61
		TOTAL LIABILITIES & FUND BALANCE		\$178,510.61

LIBRARY IMPROVEMENT FUND

1/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$50.00	\$4.23	\$4.23	\$45.77

Contributions	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$50.00	\$4.23	\$4.23	\$45.77

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

**BALANCE SHEET
1/31/2013**

<u>ASSETS:</u>				
Cash	\$402.86			
Investments	\$27,901.96			
		TOTAL ASSETS		\$28,304.82
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
<u>FUND BALANCE:</u>				
Unreserved Fund Balance	\$28,300.59			
Excess Revenue over Expenditures	\$4.23			
		TOTAL FUND BALANCE		\$28,304.82
		TOTAL LIABILITIES & FUND BALANCE		\$28,304.82

CONSERVATION TRUST FUND

1/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
State Contributions	\$140,000.00	\$0.00	\$0.00	\$140,000.00
Investment Earnings	\$350.00	\$25.43	\$25.43	\$324.57
TOTAL REVENUES	\$140,350.00	\$25.43	\$25.43	\$140,324.57

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Tennis Court Improvements	\$8,000.00	\$0.00	\$0.00	\$8,000.00
Steel picnic tables	\$11,000.00	\$0.00	\$0.00	\$11,000.00
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	\$0.00	\$21,000.00
Playground Equipment	\$0.00	\$0.00	\$0.00	\$0.00
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	\$0.00	\$56,000.00
Roof - Columbine	\$0.00	\$0.00	\$0.00	\$0.00
Replace Tile	\$60,000.00	\$0.00	\$0.00	\$60,000.00
TOTAL EXPENDITURES	\$156,000.00	\$0.00	\$0.00	\$156,000.00

BALANCE SHEET
1/31/2013

ASSETS:

Cash	\$0.35			
Investments	\$165,612.23			
		TOTAL ASSETS		\$165,612.58

LIABILITIES:

Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$165,587.15			
Excess Revenue over Expenditures	\$25.43			
		TOTAL FUND BALANCE		\$165,612.58

		TOTAL LIABILITIES		
		& FUND BALANCE		\$165,612.58

KARL FALCH LIBRARY TRUST FUND

1/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$60.00	\$4.70	\$4.70	\$55.30
TOTAL REVENUES	\$60.00	\$4.70	\$4.70	\$55.30

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

BALANCE SHEET
1/31/2013

ASSETS:

Cash	\$376.11		
Investments	\$31,099.38		
		TOTAL ASSETS	\$31,475.49

LIABILITIES:

Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$31,470.79		
Excess Revenue over Expenditures	\$4.70		
		TOTAL FUND BALANCE	\$31,475.49
		TOTAL LIABILITIES & FUND BALANCE	\$31,475.49

EMPLOYEE SELF-INSURANCE FUND

1/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,000.00	\$86.23	\$86.23	\$913.77
Employee Premiums	\$174,132.00	\$31,537.37	\$31,537.37	\$142,594.63
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
City Premiums	\$1,584,840.00	\$104,586.49	\$104,586.49	\$1,480,253.51
TOTAL REVENUES	\$1,759,972.00	\$136,210.09	\$136,210.09	\$1,623,761.91

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
Premium	\$1,758,972.00	\$127,545.03	\$127,545.03	\$1,631,426.97
FLEX	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Audit	\$630.00	\$0.00	\$0.00	\$630.00
Transfer General Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$1,762,602.00	\$127,545.03	\$127,545.03	\$1,635,056.97

BALANCE SHEET
1/31/2013

ASSETS:

Cash	\$29,600.10		
Accounts Receivable	\$966.50		
Investments	\$569,841.20		
	\$569,841.20		

		TOTAL ASSETS	<u><u>\$600,407.80</u></u>
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Retained Earnings	\$591,742.74		
Excess Revenue over Expenditures	\$8,665.06		
		TOTAL FUND BALANCE	<u><u>\$600,407.80</u></u>
		TOTAL LIABILITIES & FUND BALANCE	<u><u>\$600,407.80</u></u>

SERVICE CENTER FUND

1/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$664.00	\$45.55	\$45.55	\$618.45
Transfer of Reserves	\$421,178.00	\$35,095.00	\$35,095.00	\$386,083.00
Transfer for Lease Payment	\$232,120.00	\$19,342.00	\$19,342.00	\$212,778.00
TOTAL REVENUES	<u><u>\$653,962.00</u></u>	<u><u>\$54,482.55</u></u>	<u><u>\$54,482.55</u></u>	<u><u>\$599,479.45</u></u>

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$316,738.00	\$24,143.70	\$24,143.70	\$292,594.30
Maintenance & Operation	\$358,227.00	\$14,167.20	\$14,167.20	\$344,059.80
Capital Outlay	\$6,000.00	\$0.00	\$0.00	\$6,000.00
Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	<u><u>\$680,965.00</u></u>	<u><u>\$38,310.90</u></u>	<u><u>\$38,310.90</u></u>	<u><u>\$642,654.10</u></u>

BALANCE SHEET

1/31/2013

<u>ASSETS:</u>			
Cash	\$18,359.05		
Cash - Bank of Cherry Creek	\$3.13		
Investments	\$310,041.62		
Fixed Assets (Net)	\$2,052,545.95		
		TOTAL ASSETS	<u><u>\$2,380,949.75</u></u>
<u>LIABILITIES:</u>			
Accounts Payable	\$526.78		
Unpaid Compensated Absences	\$19,857.49		
Accrued Salaries	\$10,166.34		

Lease Payable	\$1,190,000.00		
Lease Interest Payable	\$4,760.00		
		TOTAL LIABILITIES	\$1,225,310.61
FUND BALANCE:			
Retained Earnings	\$1,139,467.49		
Excess Revenue over Expenditures	\$16,171.65		
		TOTAL FUND BALANCE	\$1,155,639.14
		TOTAL LIABILITIES & FUND BALANCE	\$2,380,949.75

OLD HIRE POLICE FUND

1/31/2013

REVENUES:	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Proceeds	\$1,059,335.00	\$0.00	\$0.00	\$1,059,335.00
TOTAL REVENUES	\$1,061,835.00	\$0.00	\$0.00	\$1,061,835.00

EXPENDITURES:	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Pension	\$81,832.00	\$0.00	\$0.00	\$81,832.00
Capital Outlay	\$130,725.00	\$0.00	\$0.00	\$130,725.00
TOTAL EXPENDITURES	\$212,557.00	\$0.00	\$0.00	\$212,557.00

BALANCE SHEET 1/31/2013

ASSETS:			
Cash	\$0.00		
Investments	\$0.00		
		TOTAL ASSETS	\$0.00
LIABILITIES:			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
FUND BALANCE:			
Unreserved Fund Balance	\$0.00		
Excess Revenue over Expenditures	\$0.00		
		TOTAL FUND BALANCE	\$0.00
		TOTAL LIABILITIES & FUND BALANCE	\$0.00

RISK MANAGEMENT FUND

1/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,500.00	\$130.72	\$130.72	\$1,369.28
Miscellaneous	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Compensation for Loss	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Transfer of Reserves	\$257,670.00	\$64,415.00	\$64,415.00	\$193,255.00
Transfer Workers Comp	\$198,744.00	\$44,908.00	\$44,908.00	\$153,836.00
TOTAL REVENUES	\$467,914.00	\$109,453.72	\$109,453.72	\$358,460.28

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Claims Paid	\$60,000.00	\$0.00	\$0.00	\$60,000.00
Expense for Workers Comp	\$198,564.00	\$0.00	\$0.00	\$198,564.00
Premium Fees	\$257,670.00	\$0.00	\$0.00	\$257,670.00
Expense for Unemployment	\$10,000.00	\$171.66	\$171.66	\$9,828.34
Materials & Supplies	\$300.00	\$0.00	\$0.00	\$300.00
Audit	\$590.00	\$0.00	\$0.00	\$590.00
Transfer to General Fund	\$1,500.00	\$0.00	\$0.00	\$1,500.00
TOTAL EXPENDITURES	\$528,624.00	\$171.66	\$171.66	\$528,452.34

BALANCE SHEET

1/31/2013

<u>ASSETS:</u>			
Cash	\$14,347.88		
Investments	\$924,198.68		
		TOTAL ASSETS	\$938,546.56
<u>LIABILITIES:</u>			
Accounts Payable	\$171.66		
		TOTAL LIABILITIES	\$171.66
<u>FUND BALANCE:</u>			
Emergency Reserve	\$350,000.00		
Retained Earnings	\$479,092.84		
Excess Revenue over Expenditures	\$109,282.06		
		TOTAL FUND BALANCE	\$938,374.90
		TOTAL LIABILITIES & FUND BALANCE	\$938,546.56

CAPITAL EQUIPMENT FUND

1/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,400.00	\$152.41	\$152.41	\$1,247.59
Compensation for Loss	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$575,300.00	\$47,938.00	\$47,938.00	\$527,362.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$576,700.00	\$48,090.41	\$48,090.41	\$528,609.59

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$905.00	\$0.00	\$0.00	\$905.00
Police Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Fire Equipment	\$97,337.00	\$7,365.00	\$7,365.00	\$89,972.00
Public Works Equipment	\$284,500.00	\$0.00	\$0.00	\$284,500.00
Finance Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Parks, Lib & Rec Equipment	\$9,365.00	\$0.00	\$0.00	\$9,365.00
Non-Dept Equipment	\$8,010.00	\$8,165.00	\$8,165.00	-\$155.00
TOTAL EXPENDITURES	\$400,117.00	\$15,530.00	\$15,530.00	\$384,587.00

BALANCE SHEET

1/31/2013

Cash	\$17,152.86		
Investments	\$1,018,810.74		
Fixed Assets (Net)	\$1,892,454.15		
		TOTAL ASSETS	\$2,928,417.75
<u>LIABILITIES:</u>			
Accounts Payable	\$872.00		
Lease Payable	\$147,134.71		
Lease Interest Payable	\$8,134.61		
		TOTAL LIABILITIES	\$156,141.32
<u>FUND BALANCE:</u>			
Retained Earnings	\$2,739,716.02		
Excess Revenue over Expenditures	\$32,560.41		
		TOTAL FUND BALANCE	\$2,772,276.43
		TOTAL LIABILITIES & FUND BALANCE	\$2,928,417.75

CAPITAL IMPROVEMENT FUND

1/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,500.00	\$106.51	\$106.51	\$1,393.49
Misc. Income	\$50.00	\$2.06	\$2.06	\$47.94
Rents From Land	\$17,006.00	\$14,739.69	\$14,739.69	\$2,266.31
Grants	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$18,556.00	\$14,848.26	\$14,848.26	\$3,707.74

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
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	\$0.00	\$300.00
TOTAL EXPENDITURES	\$300.00	\$0.00	\$0.00	\$300.00

BALANCE SHEET

1/31/2013

<u>ASSETS:</u>			
Cash	\$15,813.86		
Accounts Receivable	\$81,312.14		
Investments	\$708,878.83		
		TOTAL ASSETS	\$806,004.83
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$791,156.57		
Excess Revenue over Expenditures	\$14,848.26		
		TOTAL FUND BALANCE	\$806,004.83
		TOTAL LIABILITIES & FUND BALANCE	\$806,004.83

PERSONNEL/HR DEPARTMENT

JANUARY 2013 MONTHLY REPORT

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

CDL TESTING – A DOT Random Drug test was conducted during the month of January. There were five (5) pre-employment drug screens conducted.

WORKERS' COMPENSATION – The City continues to work on all injury cases that are presented for on-the-job injuries. During the month of January, there were three (3) claims reported by employees.

JOB OPPORTUNITIES –

Positions Open	Positions Filled
Seasonal lifeguard and lifeguard WSI	Police Cadet 12/31
Police Officer (3)	Account Technician 12/21
Recreation Supervisor	Literacy Coordinator - PT
Public Safety Dispatcher (2)	
Custodian - PT	
Water Treatment Plant Operator (4)	
Museum Assistant (3)	
Fire Captain	
Volleyball officials	
Laborer - PT	
Utilities Superintendent	
PLR Director	

PERSONNEL BOARD – Personnel Board did not meet during January. The Personnel Policy changes were distributed to employees during January.

MISCELLANEOUS ACTIVITIES

Seasonal orientations were also held for basketball officials, supervisors and scorekeepers.

Interviews were held for Museum Assistant (3 positions), Custodian, and Literacy Coordinator.

Seven written Police exams were given during January.

HR Director participated in the security planning for City Hall.

HR Director and HR Assistant participated in CML Webinar concerning the CML Survey input.

HR Assistant is preparing MSEC Fire Salary and Benefit Survey, CML Salary and Benefit Survey, and CIRSA Workers' Compensation Audit due February 22.

MUNICIPAL COURT
JANUARY 2013 MONTHLY REPORT

2013 DESCRIPTION	Jan 2013	Jan 2012	Jan Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
ARRAIGNMENTS	43	50	-14%	43	50	-14%	64	-33%
JUVENILE CASES	2	1	100%	2	1	100%	8	-76%
TRAFFIC							0	-100%
NO INSURANCE		1	-100%		1	-100%	0	-100%
NO SEAT BELT								
SPEEDING	1			1			0	150%
UNDERAGE POSS OF TOBACCO							1	-100%
POSS OF MARIJUANA/DRUG PARAPHENALIA								
THEFT							0	-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			1			3	-64%
CURFEW FOR MINORS								
OTHER							0	-100%
ADULT CASES	41	49	-16%	41	49	-16%	56	-27%
TRAFFIC	5	10	-50%	5	10	-50%	8	-40%
NO INSURANCE	3	4	-25%	3	4	-25%	5	-40%
NO SEAT BELT		1	-100%		1	-100%	5	-100%
SPEEDING	1	4	-75%	1	4	-75%	6	-84%
PARKING	6	6		6	6		7	-19%
POSS. MARIJUANA/DRUG PARAPHERNALIA	6	18	-67%	6	3	100%	2	173%
THEFT	2	8	-75%	2	8	-75%	5	-63%
DISTURBING THE PEACE/NOISES	2	1	100%	2	1	100%	2	
RESISTING ARREST/FAILURE TO COMPLY	1	2	-50%	1	2	-50%	1	25%
INJURING/DEFACING PROPERTY	2			2			0	900%
TRESPASSING	1	1		1	1		2	-44%
UNDERAGE POSS/CONS ALCOHOL	9	3	200%	9	3	200%	5	73%
SALE / PROCUREMENT / OPEN CONTAINER							0	-100%
OTHER		2	-100%		2	-100%	3	-100%
ANIMAL	3	4	-25%	3	4	-25%	2	25%
NUISANCES							1	-100%
JUVENILE ARR'S FOUND GUILTY	1			1			6	-84%
JUVENILE ARR'S DISMISSED							1	-100%
JUVENILES PLACED ON PROB/DJ/UPS	1	1		1	1		5	-81%
JUVENILE VIOLS OF PROB/DJ/UPS							0	-100%
JUVENILE FTA/PWL							8	-100%
ADULTS ARR'S FOUND GUILTY	19	19		19	19		32	-41%
ADULT ARR'S DISMISSED	3	4	-25%	3	4	-25%	7	-58%
ADULTS PLACED ON PROB/DJ/UPS	6	9	-33%	6	9	-33%	8	-23%
ADULT VIOLS OF PROB/DJ/UPS							2	-100%
ADULT FTA/PWL	3	4	-25%	3	4	-25%	15	-80%

2013 DESCRIPTION	Jan 2013	Jan 2012	Jan Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	52	34	53%	52	34	53%	40	31%
CONTINUANCE/SET FOR TRIALS/ETC	15	16	-6%	15	16	-6%	21	-30%
CASES REVIEWED	74	41	80%	74	41	80%	46	60%
TRIALS FOUND GUILTY	2	1	100%	2	1	100%	3	-41%
TRIALS FOUND NOT GUILTY	1			1			41	-98%
TRIALS DISMISSED	3	1	200%	3	1	200%	6	-53%
NEW CHARGES PROCESSED	59	48	23%	59	48	23%	92	-36%
NEW WARRANTS	10	18	-44%	10	18	-44%	19	-48%
DAYS JUVENILES SENT TO DETENTION							22	-100%
DAYS ADULTS SENT TO JAIL							14	-100%
PAID TICKETS	38	28	36%	38	28	36%	63	-39%
PAID WITH AUTO POINT REDUCTION	23	13	77%	23	13	77%	18	26%
PAID AS REGULAR TICKET	15	15		15	15		31	-52%
FROM PWL TO WARRANT							0	-100%

POLICE DEPARTMENT
JANUARY 2013 MONTHLY REPORT

During January 2013, the police department responded to 846 Calls for Service, a 16 percent decrease from the 1,002 Calls for Service responded to in January of 2012.

Officers responded to 27 traffic accidents during the month of January, which represents a 93 percent increase from the 14 responded to in January of 2012. Officers issued 31 penalty assessments during January 2013, which is nine percent decrease from the 34 penalty assessments issued in January 2012. Officers also issued 89 Warning tickets during January 2013, a 65 percent decrease over the 256 Warning tickets issued in January 2012. Officers arrested seven drivers on DUI charges during January 2013, which is a 75 percent increase over the four DUI arrests in January of 2012.

Among the criminal offenses reported were eleven assault offenses, nine burglaries, 33 larceny/thefts, no motor vehicle thefts, no fraud offenses, two counterfeiting/forgery, 13 vandalisms, and three drug violations. The value of property stolen during the month was \$45,508 and \$6,299 was recovered. Officers arrested 42 adults and four juveniles, for a total of 46 arrests in January 2013. This is 16 more arrests or a 53 percent increase from the total of 30 arrests made in January of 2012.

In October the Youth Services Division received 17 youth referrals (11 males and 6 females). Youth referrals were received from the following: fifteen from the Sterling Police Department, and two from a school.

Officers responded to 33 calls at local liquor establishments, the same number of calls being reported in January of 2012.

Sterling Police Officers and staff completed 837.08 hours of training during the month of January 2013. This total includes two officers who were receiving training given through the Field Training Officer's Program.

DESCRIPTION	Jan 2013	Jan 2012	Jan Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	846	1,002	-16%	846	1,002	-16%	11,948	7%
MOTOR VEHICLE ACCIDENTS	27	14	93%	27	14	93%	24	11%
CRIMINAL OFFENSES	130	91	43%	130	91	43%	99	32%
GROUP "A" OFFENSES	71	55	29%	71	55	29%	58	22%
GROUP "B" OFFENSES	59	43	37%	59	43	37%	42	41%
VANDALISM	13	11	18%	13	11	18%	8	59%
ARRESTS								
ADULTS	42	29	45%	42	29	45%	49	-15%
JUVENILES	4	1	300%	4	1	300%	2	150%
PROPERTY								
STOLEN	45,508	18,758	143%	45,508	18,758	143%	11,999	279%
RECOVERED	6,299	560	1025%	6,299	560	1025%	3,045	107%
MUNICIPAL CHARGES								
PA'S	31	34	-9%	31	34	-9%	94	-67%
CRIMINAL CHARGES	24	8	200%	24	8	200%	13	79%
WARNINGS	89	256	-65%	89	256	-65%	290	-69%
STATE CHARGES								
TRAFFIC	20	24	-17%	20	24	-17%	37	-46%
DUI'S	7	4	75%	7	4	75%	5	35%
CRIMINAL CHARGES	41	20	105%	41	20	105%	28	45%
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	11.0	16.0	-31%	11.0	16.0	-31%	11.8	-7%
FEMALE	6.0	6.0		6.0	6.0		5.6	7%
TOTAL	17.0	22.0	-23%	17.0	22.0	-23%	17.4	-2%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	15.0	20.0	-25%	15.0	20.0	-25%	16.2	-7%
LOGAN COUNTY SHERIFF'S OFFICE		1.0	-100%		1.0	-100%	0.2	-100%
DISTRICT COURT							0.2	-100%
STATE PATROL/OTHER JURISDICTION								
PARENT/SELF								
SCHOOL	2.0	1.0	100%	2.0	1.0	100%	0.8	150%

STERLING FIRE DEPARTMENT
JANUARY 2013 MONTHLY REPORT

OPERATIONS:

Chief

- ✚ Lead Command Staff meeting
- ✚ Attended the Sterling Rural Fire Protection District meeting
- ✚ Lead EMS Council Meeting
- ✚ Reported to City Council
- ✚ Reported to County Commissioners
- ✚ Met with Emergency Department personnel about procedures
- ✚ Met with NJC about future of Fire program
- ✚ Met with Banner hospital staff about long distance transfers

TRAINING

Fire Attack Training

Volunteer Training

Hazardous, SOP's, EMS Protocols, Map Training

Table top on fire attack and shift goals

Driver Training 1002's

AMLS, PHTLS Training

Hazmat (MSDS/ERG) Volunteer Training

Med Units 1002's

Dumpster Fires, Hydrants, Maze, Pumping

Fire Attack, Rescue Training w/Peetz Volunteer Fire

After Action Review completed

MAINTENANCE

Med 1 to Wolf Auto for Brake lights/Traction control lights

Picked up E-11 from City shops

Took E-16 to get Generator reinstalled and door fixed

E-12 high idle is fixed

OTHER

Scrapped and repainted 2 pick head axes

Completed 34 New and 15 Re-inspections

MAJOR INCIDENTS

1-11-2013	IR# 59	I-76/ MM 123	Rollover	(General)
1-11-2013	IR# 64	441 MacGregor	Medical	(Recall)
1-16-2013	IR# 90	29525 CR 385	Grassfire	(General)
1-17-2013	IR# 95	209 W 3 rd Ave	Medical	(General)
1-18-2013	IR# 98	11607 W Hwy 6	Structure Fire	(General)
1-20-2013	IR#107	22100 Hwy 61	Medical	(Recall)
1-27-2013	IR# 143	106 Platte Street	Structure Fire	(General)
1-27-2013	IR# 146	807 Sidney Ave	Medical	(Recall)
1-28-2013	IR# 151	I-76, MM 112	Crash	(General)

DESCRIPTION	Jan 2013	Jan 2012	Jan Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
FIRES								
City	2	3	-33%	2	3	-33%	3	-41%
Rural	1	11	-91%	1	11	-91%	6	-83%
Total	3	14	-79%	3	14	-79%	9	-67%
EMS/RESCUE								
City	32	109	-71%	32	109	-71%	78	-59%
Rural	2	10	-80%	2	10	-80%	12	-84%
Total	34	119	-71%	34	119	-71%	94	-64%
HAZARDOUS CONDITION								
City	9	29	-69%	9	29	-69%	20	-55%
Rural	1	3	-67%	1	3	-67%	4	-77%
Total	10	32	-69%	10	32	-69%	24	-59%
TOTAL 911 SERV CALLS								
City	43	141	-70%	43	141	-70%	105	-59%
Rural	4	24	-83%	4	24	-83%	24	-83%
Total	47	165	-72%	47	165	-72%	134	-65%
AVERAGE RESPONSE TIME								
City	4	4	5%	4	4	5%	5	-5%
Rural	7	9	-18%	7	9	-18%	11	-32%
Overall Average	6	7	-11%	6	6.59	-11%	8	-24%
GENERAL ALARMS								
Total General Alarms	6	4	50%	6	4	50%	5	11%
Average Number of Firefighters	13	17	-24%	13	17	-24%	16	-17%
BUILDING FIRES								
Total Building Fires	2	5	-60%	2	5	-60%	3	-41%
Fires Confined to Rm of Origin	0	1	-100%	0	1	-100%	0	-100%
TRAINING HOURS								
Career Hours	663	648	2%	663	648	2%	281	136%
Volunteer Hours	54	49	10%	54	49	10%	80	-32%
Total Hours	717	697	3%	717	697	3%	361	99%
Average Career Hours	44.2	43.2	2%	44.2	43.2	2%	19	136%
Average Volunteer Hours	4.5	4.1	0.01	4.5	4.1	10%	7	-32%
FIRE INSPECTIONS								
New Inspections	44	73	-40%	44	73	-40%	54	-19%
Re-Inspections	15	18	-17%	15	18	-17%	30	-50%
Total Inspections	59	91	-35%	59	91	-35%	84	-30%
HYDRANT INSPECTIONS								
	0	0						

PUBLIC WORKS DEPARTMENT

JANUARY 2013 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of January with a high temperature of 62° recorded at the Sterling Municipal Airport on the 18th. Evening temperatures also fluctuated similarly with a low of the month being -8° on the evening of the 15th and a high evening low of 53° recorded on the 10th. 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 .15" recorded in the month of January. (The current weather monitoring device at the water station is under repair.)

MONTHLY CLIMATOLOGICAL SUMMARY for JAN. 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 TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	16.0	29.8	3:00p	2.0	7:30a	49.0	0.0	0.00	5.5	21.0	12:00m	S
2	27.5	33.9	3:00p	21.9	8:00p	37.5	0.0	0.00	11.7	28.0	12:30p	WNW
3	20.5	39.6	3:30p	3.9	8:00a	44.5	0.0	0.00	5.1	15.0	3:00a	S
4	20.5	42.1	3:00p	6.8	3:00a	44.5	0.0	0.00	5.6	16.0	10:30a	S
5	28.8	42.2	2:30p	12.0	2:00a	36.2	0.0	0.00	6.5	25.0	11:30a	NW
6	22.1	41.9	3:30p	6.1	6:30a	42.9	0.0	0.00	4.9	14.0	1:30p	S
7	30.5	49.4	2:30p	20.1	8:00a	34.5	0.0	0.00	4.3	13.0	6:00a	SSE
8	35.6	54.4	1:00p	19.5	2:00a	29.4	0.0	0.00	8.7	36.0	1:30p	S
9	34.2	54.4	2:00p	17.9	5:30a	30.8	0.0	0.00	6.9	28.0	11:30a	S
10	39.0	53.0	12:30p	26.4	5:00a	26.0	0.0	0.00	4.6	29.0	10:30a	SE
11	20.8	33.2	11:00a	3.8	12:00m	44.2	0.0	0.00	6.6	29.0	2:30p	NNW
12	5.0	16.9	2:00p	-5.6	6:30a	60.0	0.0	0.00	6.0	22.0	9:30a	WNW
13	4.3	19.3	1:30p	-5.3	12:00m	60.7	0.0	0.00	3.0	10.0	2:30p	S
14	6.0	19.3	3:30p	-6.8	1:00a	59.0	0.0	0.01	2.0	11.0	1:00p	S
15	14.6	35.1	12:00m	-8.0	3:30a	50.4	0.0	0.00	9.8	25.0	11:00p	S
16	37.5	50.0	2:00p	25.9	12:00m	27.6	0.0	0.01	14.9	39.0	1:00p	WNW
17	31.5	50.8	3:30p	16.2	7:30a	33.5	0.0	0.00	5.5	21.0	1:30p	S
18	37.7	62.0	2:00p	19.9	7:00a	27.3	0.0	0.00	10.7	32.0	2:30p	S
19	40.4	59.6	3:00p	25.9	4:00a	24.6	0.0	0.00	5.9	19.0	9:30a	NNE
20	28.6	46.1	11:00a	15.4	12:00m	36.4	0.0	0.00	6.7	28.0	1:30p	NE
21	27.5	46.3	3:30p	11.1	6:00a	37.5	0.0	0.00	5.5	17.0	8:30a	S
22	35.3	63.0	1:30p	14.6	6:30a	29.7	0.0	0.00	5.4	27.0	1:30p	S
23	32.2	53.4	3:00p	18.4	4:30a	32.8	0.0	0.00	5.0	13.0	8:30a	SSW
24	38.9	59.3	6:00p	22.2	7:00a	26.1	0.0	0.00	8.4	34.0	6:30p	S
25	40.1	58.3	3:00p	27.8	7:30a	24.9	0.0	0.00	5.7	19.0	1:00p	SSW
26	39.7	57.6	3:00p	20.4	7:00a	25.3	0.0	0.07	3.7	12.0	10:30a	S
27	43.5	57.5	3:30p	33.0	10:30p	21.5	0.0	0.04	3.9	16.0	2:30p	NNW
28	34.1	43.4	12:00p	26.4	7:30a	30.9	0.0	0.00	5.9	27.0	3:30p	NNE
29	26.4	32.2	1:30p	19.1	12:00m	38.6	0.0	0.01	8.4	27.0	12:00m	NNW
30	24.5	37.8	4:00p	8.0	6:30a	40.5	0.0	0.00	8.3	29.0	12:30p	W
31	27.8	33.0	12:30a	20.6	12:00m	37.2	0.0	0.01	3.8	18.0	11:30a	N

	28.1	63.0	22	-8.0	15	1144.0	0.0	0.15	6.4	39.0	16	S

Max >= 90.0: 0
 Max <= 32.0: 4
 Min <= 32.0: 30
 Min <= 0.0: 4
 Max Rain: 0.07 ON 01/26/13
 Days of Rain: 2 (>.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 down with 303 blocks being swept throughout the month compared to a year ago.

The division repaired 4 traffic control signs and replaced 1 traffic control sign.

There were 66 tons of salt/sand mix material being used in January and the division removed 2 loads of snow from City streets.

The sanitation division collected 13 tons of loose trash throughout the month. However, they collected 335 tons of compacted trash. This compacted trash is a 6% decrease compared to a year ago. Under time and material removals there were 0 tons this month.

The division expended 4,620 pounds of material for crack sealing in January.

DESCRIPTION	Jan 2013	Jan 2012	Jan Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
STREET MAINTENANCE								
Streets Swept (Blocks)	303	490	-38%	303	490	-38%	526	-42%
Streets Swept (Intersections)								
Sweeper Water-Dust Control (Gals)	3,820	8,700	-56%	3,820	8,700	-56%	7,450	-49%
Flushing Streets (Gals)								
Gravel/ABC-Alleys (Tons)							3	-100%
Gravel/ABC-Streets (Tons)								
Grading Alleys (Blocks)								
Grading Streets (Blocks)							9	-100%
Grade Parking Lots (Blocks)								
Excavate Sub-base (Cu Yds)							56	-100%
Excavate Asphalt (Tons)							5	-100%
Excavate Concrete (Tons)								
Structure Backfill (Tons)							145	-100%
Backfill-Pit Run & Yard Stock Dirt (Cu Yds)								
Hot Bituminous Mix (Tons)								
Emulsion/Tack Oil (Gals)								
Cold Mix-Asphalt (Tons)		1	-100%		1	-100%	482	-100%
Catchbasins - Altosid Briquets								
Catchbasins Cleaned (Each)		126	-100%		126	-100%	42	-100%
Painting-Parking (Gals)								
Painting-Crosswalks (Gals)								
Painting-Curbs (Gals)								
Painting-Symbols (Gals)								
Painting-Lanes(Gals)								
SIGN MAINTENANCE								
Traffic Control-Repair (Each)	4			4			1	300%
Traffic Control-Replace (Each)	1	3	-67%	1	3	-67%	2	-50%
Traffic Control-Install (Each)		4	-100%		4	-100%	4	-100%

Water Service Installed->2"								
Water Taps Installed (all sizes)								
Water Services Repaired (leak)		5	-100%		5	-100%	1	-100%
WATER MAINS INSTALLED (Feet) 4"							4	-100%
Watermain Installed-6"								
Watermain Installed-8"							1	-100%
Watermain Installed-10"								
Watermain Installed->10"								
Watermains Repaired (breaks) No.							3	-100%
WATER MAINS REPLACED (Feet) 4"								
Watermain Replaced-6"								
Watermain Replaced-8"								
Watermain Replaced-10"							2	-100%
Watermain Replaced->10"								
WATER MAIN VALVES INSTALLED (No.) 4"							0	-100%
Valves Installed-6"								
Valves Installed-8"								
Valves Installed-10"								
Valves Installed->10"								
Valves Repaired							0	-100%
Valves Replaced								
Valves Exercised							2	-100%
Valve Boxes Replaced								
Valves Boxes Repaired								
LOCATES (No.)								
Valves	37	132	-72%	37	132	-72%	82	-55%
Water Mains	26	66	-61%	26	66	-61%	49	-47%
Service Lines	19			19			10	90%
FIRE HYDRANTS (No.)								
Fire Hydrants Installed								
Fire Hydrants Repaired		4	-100%		4	-100%	3	-100%
Fire Hydrants Replaced								
Fire Hydrants Inspected							0	-100%
Fire Hydrants Flushed							1	-100%
Fire Hydrants Painted								
Pipe Fittings Installed								
Cross (No)								
Tee (No)								
Bend (No)								
MISCELLANEOUS - OTHER								
Concrete Blocks Built (No.)								
Water Main Leak Detection (Feet)		30	-100%		30	-100%	6	-100%
METER SECTION								
METERS (No.)								
Meters Read	5,405	5,083	6%	5,405	5,083	6%	3,651	48%
Meter Turn-offs (for repair)	14	4	250%	14	4	250%	20	-30%
Meter Turn-offs (delinquent)	79	81	-2%	79	81	-2%	64	24%
Meter Turn-ons (all)	85	66	29%	85	66	29%	72	18%

METER MAINTENANCE (No.)								
Meters Repaired - In House								
Meters Repaired - In Field							4	-100%
Meters Repaired - Manufacturer								
METER INVESTIGATIONS (No.)								
Zero Consumption	45			45				
High Usage	23	40	-43%	23	40	-43%	38	-39%
Leaking in Meter Pit								
METER PIT MAINTENANCE (No.)								
Curb Stops Repaired								
METER PIT INSTALLATION (No.)								
Meter Pits Installed								
MISCELLANEOUS - OTHER (No.)								
Concrete Risers Manufactured								
Meter Pits Manufactured								
OPERATIONS SECTION								
WELL METERS (No.)								
Well Meters Read	22	25	-12%	22	25	-12%	17	31%
Park Meters Read	10	29	-66%	10	29	-66%	20	-49%
WELL HOUSE MAINTENANCE (No.)								
Motors Checked	273	403	-32%	273	403	-32%	391	-30%
Well Building Security Checked	268	651	-59%	268	651	-59%	589	-54%
WELL MAINTENANCE (No.)								
Well GPM Check								
Well Check for Sand								
Well Static Level								
Well Draw Down								
Well Air Check		90	-100%		90	-100%	37	-100%
GROUND STORAGE TANKS (No.)								
7.5 MG Tank Checked	34	62	-45%	34	62	-45%	51	-34%
7.5 MG Tank Level Checked	34	62	-45%	34	62	-45%	51	-34%
2.0 MG Tank Checked	34	62	-45%	34	62	-45%	51	-34%
2.0 MG Tank Level Checked	34	62	-45%	34	62	-45%	51	-34%
Security Checks	34	62	-45%	34	62	-45%	59	-42%
ELEVATED STORAGE TANKS (No.)								
0.25 MG North Checked	46	93	-51%	46	93	-51%	81	-43%
0.25 MG North Level Checked	46	93	-51%	46	93	-51%	81	-43%
0.25 MG South Checked	46	93	-51%	46	93	-51%	81	-43%
0.25 MG South Level Checked	46	93	-51%	46	93	-51%	81	-43%
Security Checks	46	186	-75%	46	186	-75%	156	-70%
WATER QUALITY TESTING (No.)								
Well Samples Taken							2	-100%
Distribution Samples Taken								
Chlorine Samples Taken	62	155	-60%	62	155	-60%	64	-3%
Bacteriological Samples Taken	23			23			10	125%
Other - Samples taken							3	-100%
SCADA SYSTEM (No.)								
SCADA Alarms	66	63	5%	66	63	5%	37	78%

SCADA Alarms Cleared	66	61	8%	66	61	8%	37	80%
DISINFECTION (No.)								
Chlorine Bottles Picked Up		13	-100%		13	-100%	10	-100%
Chlorine Bottles Returned		13	-100%		13	-100%	10	-100%
POTABLE WELLS								
WELLS PUMPED								
Hours	1,935	2,098	-8%	1,935	2,098	-8%	2,269	-15%
Gallons	54,763	59,438	-8%	54,763	59,438	-8%	62,930	-13%
Call Customer By Phone								
UNCC LOCATES								
City Requests		13	-100%		13	-100%	7	-100%
Private Requests	48	67	-28%	48	67	-28%	19	147%

DESCRIPTION	Jan 2013	Jan 2012	Jan Change	YTD 2013	YTD 2012	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.)								
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)							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"							1,192	-100%
Sewer Lines Cleaned (Ft.) 10"		2,100	-100%		2,100	-100%	786	-100%
Sewer Lines Cleaned (Ft.) 12" & larger		1,000	-100%		1,000	-100%	1,361	-100%
Sewer Lines Repaired (Ft.)								
Sewer Lines Repaired (Ft.) 6"								
Sewer Lines Repaired (Ft.) 8"								
Sewer Lines Repaired (Ft.) 10"								
Sewer Lines Repaired (Ft.) 12" & larger								
Sanitary Tap Locates (No.)	51			51			3	1494%
Sanitary Line Locates (No.)	31	66	-53%	31	66	-53%	48	-35%
Sanitary Manhole Locates (No.)	47	132	-64%	47	132	-64%	85	-44%

Sanitary Manholes Constructed (No.)								
Sanitary Manholes Inspected (No.)						2	-100%	
Sanitary Manholes Repaired (No.)								
Sanitary Manholes Raised (No.)								
Sanitary Manholes Lowered (No.)								
Lift Stations Checked (No.)						4	-100%	
Lift Stations Cleaned/Washed (No.)						8	-100%	
Lift Stations Repaired (No.)						0	-100%	
Lift Station Alarms (No.)								
MISCELLANEOUS-OTHER								
Sewer Lines Televised (Ft.) all sizes	60	-100%		60	-100%	12	-100%	
Sewer Service Lines Televised (No)	1	-100%		1	-100%	1	-100%	
Sewer Service Taps Televised (No)	2	-100%		2	-100%	1	-100%	
Sewer Service Lines Replaced (No)	1	-100%		1	-100%	0	-100%	
Sewer Service Taps Replaced (No)	1	-100%		1	-100%	0	-100%	
Manhole Risers Manufactured (No.)								
STORM SECTION								
Storm Sewer Lines Installed (Ft.)								
Sewer Lines Installed -8" (Ft)								
Sewer Lines Installed -10" (Ft)								
Sewer Lines Installed -12" & larger (Ft)								
Storm Sewer Lines Replaced (Ft.)								
sewer lines replaced-8" (Ft)								
Sewer lines replaced-10" (Ft)						1	-100%	
Sewer Lines Replaced-12" & larger (Ft)								
Storm Sewer lines Cleaned (Ft.)								
Sewer lines cleaned-8" (Ft)								
Sewer lines cleaned-10" (Ft)								
Sewer lines cleaned-12" & larger (Ft)								
Storm Sewer Lines Repaired (Ft.)								
Sewer Lines Repaired-8" (Ft)								
Sewer Lines Repaired-10" (Ft)								
Sewer Lines Repaired-12"&larger (Ft)								
Storm Manholes Constructed (No.)								
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.)								
Storm Sewer Line Locates (No.)	11	66	-83%	11	66	-83%	46	-76%
Storm Sewer Manhole Locates (No.)	13	132	-90%	13	132	-90%	79	-84%
Call Customer by Phone						1	-100%	

Fence								
Permits		4	-100%		4	-100%	2	-100%
Fees		80	-100%		80	-100%	40	-100%
Mechanical								
Permits	4	8	-50%	4	8	-50%	4	
Fees	184	232	-21%	184	232	-21%	126	46%
Sign								
Permits	2			2			1	233%
Fees	40			40			12	233%
Excavation								
Permits		1	-100%		1	-100%	1	-100%
Fees		30	-100%		30	-100%	18	-100%
Manufactured Home Hookups								
Permits							1	-100%
Fees							45	-100%
Miscellaneous								
Permits	6	31	-81%	6	31	-81%	12	-49%
Fees	429	6,979	-94%	429	6,979	-94%	1,942	-78%
TOTALS - PERMITS AND FEES								
Permits	20	60	-67%	20	60	-67%	32	-38%
Fees	3,597	51,765	-93%	3,597	51,765	-93%	17,154	-79%
Nuisance Violations								
Vehicle Violations	39	40	-3%	39	40	-3%	37	5%
Grass/weed Violations							1	-100%
Miscellaneous Violations	214	20	970%	214	20	970%	59	265%
Totals-Nuisance Violations	253	60	322%	253	60	322%	96	162%

PARKS, LIBRARY AND RECREATION DEPARTMENT

JANUARY 2013 MONTHLY REPORT

DEPARTMENT OVERVIEW

There were 23 pavilion reservations made in January. There were 11 facility reservations prepared during January.

No money was paid out in either the Tree Removal program or the Tree Planting program for the year.

The Department secretary attended PLR staff, secretary and newsletter meetings during the month. She also prepared the February newsletter, and distributed PLR news releases to media and answered the phone four times for the HR Dept.

PARKS, CEMETERY, AND FORESTRY

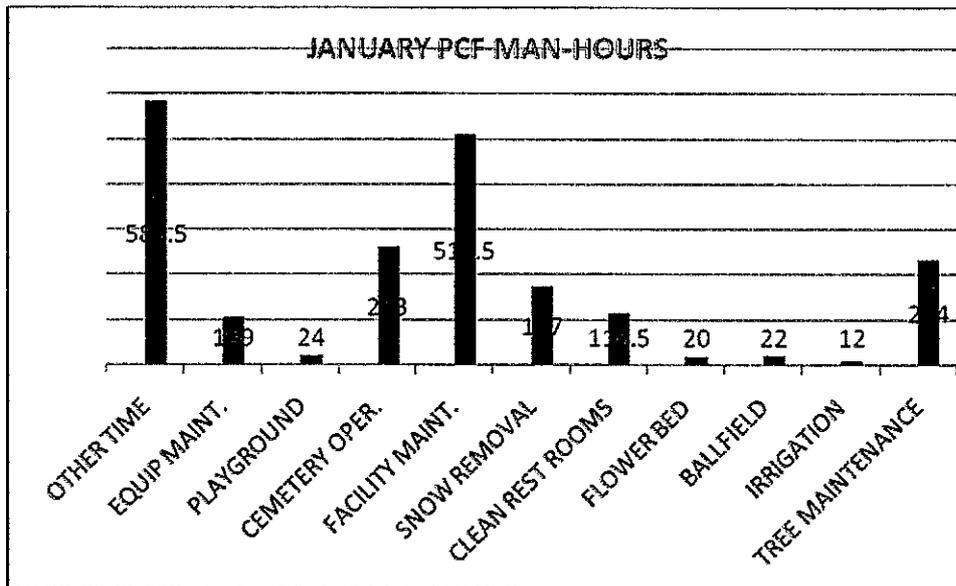
Parks – The PCF crews have been busy with snow removal after a couple of storms in January. All metal work on the Pioneer Park bridges has been completed; touch up paint and the finishing dirt work will take place when the weather permits. The PCF crews attended the Pro Green Expo in Denver on Jan. 17th and 18th. This is a good opportunity for the crews to see the new products in their fields and speak to manufacture representatives about our products and concerns. Softball field prep work has begun, as NJC started practicing this month for their first home game in February. The parks crews were also working on the warning tracks and the fences at the ball fields. Spring clean up of the city flower beds is under way, as well as cleanup around the ball field shop and the service center.

Cemetery – There were eight grave openings and closings, one cremation and seven full burials. Six grave spaces and five niches were sold in January. Along with the cemetery's routine maintenance, forty-three graves were repaired.

Forestry – Action Requests are continuing as scheduled. There were thirty-four trees trimmed, five trees removed and five Action Requests completed in the month of January. The Forestry crew also began trimming trees in the parks while the ground is frozen. There were a total of one hundred six PFC man hours utilized for removal of the Christmas decorations, which were finished on January 8th.

Ongoing PCF projects:

- Perform all routine maintenance activities and Action Requests as necessary.
- Snow removal as needed.
- Install Insta Hedge on the Prairie Park tennis court.



Graph shows man-hours used during the month of January

DESCRIPTION	Jan 2013	Jan 2012	Jan Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
PARKS								
Man-hours of equip maint (all PCF)	109	133	-18%	109	133	-18%	196	-44%
Facility reservations								
Restroom cleanings/inspections	109	130	-16%	109	130	-16%	119	-9%
Man-hours of ballfield preparation	22	72	-69%	22	72	-69%	33	-33%
CEMETERY								
Opening/Closing	8	11	-27%	8	11	-27%	10	-20%
Cremains - Opening/Closing	1	5	-80%	1	5	-80%	3	-69%
Spaces sold	6	10	-40%	6	10	-40%	7	-12%
Monument permits							2	-100%
Graves repaired/raised	43	83	-48%	43	83	-48%	51	-15%
Niches Sold	5	4	25%	5	4	25%	3	92%
FORESTRY								
Trees trimmed	34	11	209%	34	11	209%	38	-11%
Trees removed	5	11	-55%	5	11	-55%	18	-73%
Action Requests completed	5	7	-29%	5	7	-29%	3	92%
Trees planted								
Stumps removed by contract								

LIBRARY

The patron count for Sterling Public Library from Jan. 1 through Jan. 31, 2013 was 4,438.

The library had 9 Community Servants for a total of 38 hours of community service. Seven volunteers worked 56 hours. Total volunteer hours for the month of January were 94.

Sterling Public Library made 254 interlibrary loan requests of other libraries and received 208 items. Other libraries made 251 interlibrary loan requests and Sterling Public Library loaned 221 items. Lending libraries were unable to fill 38 requests and Sterling Public Library was unable to fill 30 requests. Total interlibrary loan requests were 505 and 429 items were circulated.

Janet Bigler was hired as the new Literacy Coordinator. She reported 10 tutors worked with 21 students during January.

Erica Kallsen was selected to assist with technology at the library. She will be adding nine hours to her schedule each week for this purpose.

Crafty Characters at the Library was added as a new program this year. The program will be the first Monday of each month. In January 5 kids and 4 adults made skiing snowmen using pine cones.

The third Monday of each month has been designated Marvelous Monday. A program including stories and a craft or activity will be provided. In January, Denise shared stories about penguins, the kids walked like penguins and they made penguins out of cups. There were 3 kids and 2 adults attending.

PROJECT UPDATE:

Technology continues to be an important part of the library. There were one thousand nine hundred fifty four uses of the computers.

There were 77 children who called Dial-a-Story during January. Erica Kallsen, Kim Sanchez, and Vickie Nills read stories during the month. The stories can be heard by calling 522-6808

DESCRIPTION	Jan 2013	Jan 2012	Jan Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
Books Checked Out	7,840	8,244	-5%	7,840	8,244	-5%	7,731	1%
Digital check out	819	602	36%	819	602	36%	120	580%
In-house Circulation	470	515	-9%	470	515	-9%	1,016	-54%
Volunteer Hours	43	5	760%	43	5	760%	7	532%
Story Time Attendance	105	90	17%	105	90	17%	61	73%
Summer Reading Program								
Reference Questions	707	758	-7%	707	758	-7%	939	-25%
Books Placed on Hold	460	674	-32%	460	674	-32%	480	-4%
Inter-Library Loans								
Borrowed requests	254	227	12%	254	227	12%	198	28%
Loaned requests	251	238	5%	251	238	5%	246	2%
Total	505	465	9%	505	465	9%	444	14%
Library Meeting Room Use	35	32	9%	35	32	9%	14	146%
Patrons Using Facility	4,438	5,122	-13%	4,438	5,122	-13%	4,470	-1%

Hours Tutoring	141			141			94	50%
Internet use	1,954	2,209	-12%	1,954	2,209	-12%	1,505	30%

RECREATION DIVISION

NEW ADA POOL LIFTS: In January 2013, the Recreation Center had the City's Building Maintenance and PCF crews work together to install a new Aqua Creek Scout II, ADA accessible handicap lift at the indoor pool. New ADA pool accessibility requirements, which took effect January 31, 2013, required that all pools with 300 linear feet of pool wall have two means of entry for people with disabilities. The laws require that one means of entry must be a pool lift which is fully automated and capable of being independently operated by a person with a disability. The second means of entry may be ADA accessible pool stairs or a sloped entry. On February 5th, Building Maintenance installed the second means of entry which were the ADA compliant hand railings to the indoor pool. The indoor pool is now fully compliant to 2013 ADA Pool Accessibility Standards.

A second matching pool lift was purchased for the outdoor pool and is on site. It will be installed before the outdoor pool opens. This lift will make the outdoor pool fully compliant to the 2013 ADA Pool Accessibility Standards.

INDOOR POOL REPLASTER: In December, 2012, City bids to re-plaster the Recreation Center's indoor pool were prepared, advertised and awarded. In January, 2013, arrangements were made with the winning bid contractor, Hanavan Pools Inc., to start work on February 5th, 2013.

INDOOR POOL & LOCKER ROOM DECK RESURFACING: In December, 2012, bids were prepared and advertised to remove the old tile and resurface the Recreation Center's indoor pool deck and locker rooms. All bids came in over budget and a bid was not awarded. We advertised again in January, 2013, to have the pool deck resurfaced.

OUTDOOR POOL WATER SLIDE PURCHASE: The City was able to purchase the Plainsman 18's used pool water slide at a N.J.C. auction. The plan is for the Recreation Center's current smaller orange slide to be moved to a location in the zero entry for the smaller children. The newly acquired blue slide, which is bigger and faster, will go where the orange slide was located.

NEW FITNESS ROOM ANNIVERSARY: It has been two full years since the Recreation Center was re-arranged to accommodate the new Life Fitness strength equipment upstairs. The public's increased use is evidence of their acceptance of the new changes!

RECREATION CENTER

OVERALL ADMISSIONS: In January, 2013, there were 2,602 total admissions to the Sterling Recreation Center. In January, 2012, there were 2,572 total admissions. It is up 30 patron visits from January, 2012. January, 2013 admissions average out to be approximately 84 people a day using the Recreation Center. Total paid admissions in January, 2013, do not include 7 students from N.J.C. that used the Sterling Recreation Center free due to Intergovernmental Agreements. There were another 14 students from other Logan County schools that also used the Recreation Center free in January, due to Intergovernmental Agreements.

CHILD ADMISSIONS: There were a total of 67 Child Admissions to the Recreation Center in January, 2013. This is down 14 Child Admissions from January, 2012.

YOUTH ADMISSIONS: There were a total of 506 Youth Admissions to the Recreation Center in January, 2013. This is up 13 Youth Admissions from January, 2012.

SENIOR ADMISSIONS: There were a total of 346 Senior Admissions to the Recreation Center in January, 2013. This is up 90 Senior Admissions from January, 2012.

ADULT ADMISSIONS: There were a total of 1090 Adult Admissions to the Recreation Center in January, 2013. This is up 74 Adult Admissions from January, 2012.

YEARLY ADMISSIONS: There were 452 Yearly Pass Admissions to the Recreation Center in January, 2013. This is down 61 Yearly Pass Admissions from January, 2012.

AQUA AEROBICS CLASSES: There were 125 patrons attending aqua aerobics classes in January, 2013. This is up 40 visits from January, 2012.

RACQUETBALL & WALLYBALL LEAGUES: In January, 2013, Winter Racquetball and Wallyball league information was sent out, registrations were taken, and the leagues were prepared and mailed out. Press releases, participant mailings, employees personally promoting the leagues and flyers posted around the Recreation Center are used to draw participants into the leagues.

RECREATION DIVISION

YOUTH BASKETBALL: This year, there are 69 teams and 530 participants in the Youth Basketball program. This is down 19 teams, and down 140 participants from 2012. There are 320 boys and 287 girls participating. Attendance for January games, including players, coaches, parents and other spectators totaled approximately 7,272 visits to the Sterling High School - Wally Post and Tiger Den, the Sterling Middle School gymnasiums, Saint Anthony's and the N.J.C. Events Center.

The City of Sterling Youth Basketball program provides an organized basketball experience for 2nd - 6th grade boys and girls in Northeast Colorado. In many cases, basketball programs are not offered in the school until the middle school level, so this is the only opportunity to be coached and play basketball in fun, recreational leagues.

The economic impact of the youth basketball program to the City of Sterling cannot be overlooked. Of the 69 teams in the Youth Basketball program, 46 are from out of town and 23 are from Sterling. The participants, coaches, parents and grandparents from the out of town teams not only play in the leagues, but also eat in local restaurants, buy gas and purchase food and supplies while in Sterling during the seven weeks the program is conducted. The program also provides employment for approximately 33 youth officials, 16 youth scorekeepers and 15 adults that are our gym supervisors.

ADULT BASKETBALL: There are 24 teams participating in the City Adult Basketball Leagues in 2013, which is 2 less teams than there were in 2012. There are 235 participants in the program which is down 84 participants from 2012. Adult basketball games are played Monday, Tuesday and Thursday evenings at the Sterling Middle School and at the N.J.C. Events Center. League play runs for eight weeks. The program also provides employment for approximately 12 adult officials, 6 adult scorekeepers and 3 adult gym supervisors.

ADULT VOLLEYBALL: In January 2013, Spring Adult Volleyball league press releases, information, and participant mailings were sent out.

OPEN GYM WEDNESDAYS: In January 2013, the Recreation Division was granted permission from RE-1 Valley schools to offer Open Gym at the Sterling Middle School on Wednesday evenings, from 6:30 - 8:00 p.m. The Recreation Division provides a Gym Supervisor that takes care of the school property and supervises the patrons. In January 458 people participated in Open Gym. There is no charge for Open Gym.

DESCRIPTION	Jan 2013	Jan 2012	Jan Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
WINTER								
Volleyball Teams							3	-100%
Volleyball Participants							122	-100%
Volleyball Spectators							152	-100%
Adult Basketball Teams	24	26	-8%	24	26	-8%	21	15%
Adult Basketball Participants	1,020	636	60%	1,020	636	60%	630	62%
Adult Basketball Spectators	1,020	1,060	-4%	1,020	1,060	-4%	928	10%
Youth Basketball Teams	69	88	-22%	69	88	-22%	88	-22%
Youth Basketball Participants	2,760	3,856	-28%	2,760	3,856	-28%	7,832	-65%
Youth Basketball Spectators	6,720	7,800	-14%	6,720	7,800	-14%	9,584	-30%
Adult Basketball Tourn. Teams								
Adult Basketball Tourn. Participants								
Adult Basketball Tourn. Spectators								
Open Gym Participants	551			551				
Denver Nugget Basketball Skills Challenge								
Santa at the Center Participants								

OVERLAND TRAIL MUSEUM

Attendance at the Museum during the month of January was 206 visitors representing 7 states. While January attendance numbers are always low, this January has had the highest attendance in the past 5 years.

The month of January has been spent removing Christmas decorations. By the end of the month all decorations have been removed and stored in the new storage unit. The Parks Division loaned the museum the Cushman to help in transporting decorations across the museum grounds.

January 5th was the first Family Fun Saturday for the year. Children and parents were invited to participate in several snow themed crafts and learn about wassailing. Family Fun Saturday seems to be gaining some momentum with more families participating each month.

Kay participated in a conference call meeting with the other 4 museums who will be hosting the Journey Stories exhibit. A representative from the Colorado Voice Preserve was a part of this call and answered many questions about Oral History projects, which will accompany the exhibit. We have received confirmation from donor, Donna Miller, about the equipment that she is going to fund for this project. She will be sending a check in the amount of \$2,500 to cover the purchase of equipment. The equipment will include a digital voice recorder, a digital video camera, a transcription machine and a laptop computer.

Kay and Perry are rotating speaking on KPMX on the first Monday of each month. In January, Perry talked about upcoming children's programs and upcoming events at the museum. Kay

has also spoken with this radio station about the annual May at the Museum, which will occur again this spring.

Chelsea Leonard from SOS staffing began working at the museum this month. She has been answering phones and greeting visitors. Bob Brown, Perry and Kay have interviewed candidates for the 3 part time positions at the museum and job offers have been made to Chelsea Leonard, Gwen Duncan and Amanda Benson.

The High Plains Education Center has been rented for one event this month. We have received inquiries and reservations for several events which will take place in the spring and summer.

Museum Projects

- 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).....Site survey in progress

DESCRIPTION	Jan 2013	Jan 2012	Jan Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
Numbers of Donors	1	2	-50%	1	2	-50%	2	-58%
Number of items donated	2	3	-33%	2	3	-33%	5	-63%
Number of School Visits							0	-100%
Number of Students							1	-100%
Prairie School Students								
Prairie School Teachers								
Number of Special Events	1			1			0	400%
Total Attendance of Special Events	15			15			3	400%
Number of facility rentals	1			1				
Number of Tour Buses								
Tour Bus Visitors								
States represented	28	9	211%	28	9	211%	9	211%
Foreign Countries Represented	1			1			0	400%
Total of All Visitors	206	190	8%	206	190	8%	160	29%
Volunteer Hours	36	6	500%	36	6	500%	19	88%
Square Foot, Bldg. Maintained	29,766	29,766		29,766	29,766		25,766	16%