STERLING
A Colorado Treasure

MONTHLY REPORTS
JANUARY 2016

CITY MANAGER

JANUARY 2016 MONTHLY REPORT

City Manager:

City Manager Donald J. Saling attended the following meetings during the month of January:

- City Attorney meetings for various legal issues and advice
- Attended 2 Regular City Council meetings
- Attended various meetings including the Logan County Economic Development Corporation and the Chamber of Commerce
- Attended the Logan County Economic Development Corporation's Annual Meeting
- Attended the "Sterling Loop" Bicycle Advisory meeting
- Attended the Parks, Library and Recreation Advisory Board meeting

Executive Secretary:

The Executive Secretary continues to do the packets for Council. Connie prepares proclamations for the Mayor's signature and 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.

Sterling Emergency Communication Center:

- Communications Center handled 1,851 calls for service during the month of January 2016, a 14 percent decrease from the 2,154 calls received in January 2015.
- Sterling Police Department handled 1,050 calls for service in January 2016, a 1 percent decrease compared to 1,064 calls for service received in January 2015.
- Logan County Sheriff's Office received 492 calls for service in January 2016, a 27 percent decrease compared to 673 calls for service received in January 2015.
- Crook Fire Department handled 9 calls for service in January 2016 compared to 0 calls for service in January 2015.
- Fleming Fire received 6 calls for service in January 2016 compared to 3 calls for service in January 2015.
- Merino Fire handled 8 calls for service in January 2016 compared to 0 calls for service in January 2015.
- Peetz Fire handled 4 calls for service in January 2016 compared to 0 calls for service in January 2015.
- Sterling Fire handled 220 calls for service in January 2016, a 5 percent increase compared to 210 calls handled in January 2015.

DESCRIPTION		Jan 2016	Jan 2015	Jan Change	YTD 2016	YTD 2015	YTD CHANGE
ACTIVITIES							
STERLING DISPATCH		1,851	2,154	-14%	1,851	2,154	-14%
CITY OF STERLING		1,050	1,064	-1%	1,050	1,064	-1%
LOGAN COUNTY		492	673	-27%	492	673	-27%
STERLING FIRE	07530	220	210	5%	220	210	5%
CROOK FIRE	07505	9		900%	9		900%
FLEMING FIRE	07515	6	3	100%	6	3	100%
MERINO FIRE	07522	8		800%	8		800%
PEETZ FIRE	07525	4		400%	4		400%

Information Technology Specialist (ITS):

Daily backup of all servers, Finance & Police Systems continue. Routine user security maintenance is ongoing for new and outgoing employees.

ITS Anderson assisted several departments with computer, phone, e-mail, printer issues, and website changes. Cash register printers were stuck on Finance AS400 and finally got them released. She restored one accidently deleted data file from back up for Public Works.

The City had the network completely down at a noon time to replace the fiber connections at City Hall and EOC building. It required a reboot of both AS400 systems.

After several attempts to completely take the old mail server out of service staff finally seems to have all the services changed to the new mail server.

The ITS fixed two links on the City website and still have an issue pending with cemetery records.

The City replaced an old computer at the Service Center with another old computer to run the ProCom program for uploads from the Gas Boy system.

NWS trainers continued with setup training through January and in to February. They will be on site to start the train the trainers training beginning Feb 22nd. Staff ran into a lot of issues getting the LCSO connected to NWS servers. ITS Anderson ended up having to add all of the SO users in our City domain to have the access required. Staff continued with bi-weekly conference calls on Thursday mornings. The go live date is set for March 14th. The ITS continues to prepare Police Dept computers with the new program installs.

Mary Ann attended the monthly SWellness meeting and prepared flyers and information for the upcoming activities. She also attended the informative meeting from the city's retirement company. She worked with the Finance Director and Paralegal to get the RFP and then Proposal to Council completed for the IT Managed Service request. Mary Ann answered phones at the reception desk to allow for breaks as needed.

CITY ATTORNEY

JANUARY 2016 MONTHLY REPORT

MEETINGS:
The City Attorney attends City Council meetings and work sessions, Staff meetings, and various other meetings as needed, including meetings with department directors, individual City Council members, and other personnel. The City Attorney attended various meetings with the City Manager and individuals as needed and requested, including meetings with the City Manager and PLR Director regarding the donation agreement form used by the City, and the form for purchase of burial rights at the Riverside Cemetery; a meeting with the City Manager, Fire Department Chief and the Public Safety Communications Director regarding a mutual aid matter; and a meeting with the City Manager and airport operator. The Deputy City Attorneys attend meetings as required for their respective positions.

The paralegal attends secretarial meetings when there is training, and various meetings as requested by the City Attorney, including City Council meetings and work sessions.

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

Prepared the following Resolutions:

- Resolution No. 1-1-16, Series of 2016 – A Resolution before the City of Sterling, Logan County, Colorado, designating the City's official representative to all County Health Pool members' meetings, and designating the required correspondents.
- Resolution No. 1-2-16, Series of 2016 – A Resolution before the City of Sterling, Logan County, Colorado, approving the application for a Federal Emergency Management Agency (FEMA) / Homeland Security Assistance to Firefighters Grant for the purpose of purchasing a Class A engine/pumper; and authorizing the expenditure of any required matching funds.
- Resolution No. 1-3-16, Series of 2016 – A Resolution before the City of Sterling, Logan County, Colorado, approving the application for a Federal Emergency Management Agency (FEMA) / Homeland Security Assistance to Firefighters Grant for the purpose of purchasing P-25 compliant mobile radios; and authorizing the expenditure of any required matching funds.
- Resolution No. 1-4-16, Series of 2016 – A Resolution before the City of Sterling, Logan County, Colorado approving a reimbursement payment to Manuello's, Inc.

Prepared the following Ordinances:

- Ordinance No. 13, Series of 2015 – An Ordinance approving a Franchise Agreement with Bresnan Communications, LLC doing business as Charter Communications, to construct and operate a cable system and offer cable service and other services in, along, among, upon, across, above, over, under or in any manner connected with public ways within the City.
- Ordinance No. 14, Series of 2015 – An Ordinance approving a Franchise Agreement with Kentec Communications, Inc. to construct and operate a cable system and offer cable service and other services in, along, among, upon, across, above, over, under, or in any manner connected with public ways within the City.

Other Documents:
The City Attorney reviews and assists in finalizing various contracts and other legal documents for City departments.

This office prepared an Addendum to the Pioneer Park ballpark concession lease. This office also prepared a letter to a liquor licensee regarding past due occupation tax.

MUNICIPAL COURT:
The Deputy City Attorney prosecuted seven charges, and four defendants were found guilty; two defendants entered into a deferred judgment stipulation; and one defendant was found not guilty. Four defendants failed to appear for trial and one case was dismissed at trial. Eight defendants entered into a deferred judgment stipulation, four defendants changed their plea to guilty; and three charges were dismissed prior to trial. This office prepares Court documents, including miscellaneous pleadings such as guilty pleas and stipulations; various subpoenas; memos to the Police Department, Public Works 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 three applications for renewal of liquor licenses; three applications for special event permits; and one report of changes.

MISCELLANEOUS:
The City Attorney continues to work with the City's Water Attorneys on water / water court issues.

The paralegal does research, drafts documents and pleadings, and performs all other 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 with answering the telephones and receptionist duties when needed, and covers/assists other departments as requested, when necessary, and covered and prepared minutes from a staff meeting.

The paralegal completed online CIRSA training on harassment in the work place, and a presentation regarding procedure in an active killer event in the workplace.

FINANCE DEPARTMENT

JANUARY 2016 MONTHLY REPORT

The Finance Department assisted 2,652 customers during the month of January 2016. This compares to 3,088 customers in January 2015. This number does not include the contacts made by the Director of Finance. There were on average 126 customer contacts per day for January 2016. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in January 2016 in comparison to January 2015.

The General Fund revenues for the month of January 2016 amounted to $1,053,684.51. The revenue for the month ended January 2015 in the General Fund amounted to $1,211,271.57. Expenditures for the General fund for the month ending January 31, 2016 amounted to $1,155,373.89 and for the same period in 2015 the expenditures were $1,326,814.04.

Cash in all City funds totaled $2,934,214.97 on January 31, 2016 and for January 31, 2015 on hand was $2,082,314.49. On January 31, 2016 the City of Sterling had outstanding a total of $18,672,374.66 in investments, this amount is for all funds. This breaks down to $206,523.05 in Certificates of Deposit, $18,365,309.25, ColoTrust Plus and $100,542.36 in Money Market.

There were $1,138,971.97 worth of checks issued in January 2016 for all funds; this compares to $1,442,780.29 for the same period in 2015. There were 6095.8 gallons of gasoline and diesel used in the month of January 2016 for all City operations. This compares to 6982.6 gallons of gasoline and diesel used in January 2015.

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

Investment Breakdown **2016**

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.	1/31/16
General Fund:				
Colotrust Plus	$2,690,853.27	$430,000.00	$380,876.10	$2,641,729.37
Colotrust Plus - Seizure Money	$7,539.50	$0.00	$2.67	$7,542.17
Certificates of Deposit	$0.00	$0.00	$0.00	$0.00
TOTALS	**$2,698,392.77**	**$430,000.00**	**$380,878.77**	**$2,649,271.54**
Hotel Tax Fund:				
Colotrust Plus	$576,237.52	$0.00	$204.85	$576,442.37
TOTALS	**$576,237.52**	**$0.00**	**$204.85**	**$576,442.37**
Water Fund:				
Colotrust Plus	$7,392,278.67	$1,040,000.00	$47,560.02	$6,399,838.69
Certificates of Deposit	$0.00	$0.00	$0.00	$0.00
TOTALS	**$7,392,278.67**	**$1,040,000.00**	**$47,560.02**	**$6,399,838.69**
Sanitation Fund:				
Colotrust Plus	$354,967.87	$20,000.00	$120.54	$335,088.41
Certificates of Deposit	$0.00	$0.00	$0.00	$0.00
TOTALS	**$354,967.87**	**$20,000.00**	**$120.54**	**$335,088.41**
Sewer Fund:				
Colotrust Plus	$4,190,892.44	$45,000.00	$21,478.63	$4,167,371.07
Certificates of Deposit	$206,523.05	$0.00	$0.00	$206,523.05
Money Market	$100,542.36	$0.00	$0.00	$100,542.36
TOTALS	**$4,497,957.85**	**$45,000.00**	**$21,478.63**	**$4,474,436.48**
Perpetual Care Fund:				
Colotrust Plus	$184,788.63	$0.00	$65.66	$184,854.29
TOTALS	**$184,788.63**	**$0.00**	**$65.66**	**$184,854.29**

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	1/31/16
Library Improvement Fund:				
Colotrust Plus	$11,015.18	$2,000.00	$3.51	$9,018.69
TOTALS	**$11,015.18**	**$2,000.00**	**$3.51**	**$9,018.69**
Conservation Trust Fund:				
Colotrust Plus	$88,963.57	$13,217.00	$28.92	$75,775.49
TOTALS	**$88,963.57**	**$13,217.00**	**$28.92**	**$75,775.49**
Karl Falch Library Trust Fund:				
Colotrust Plus	$31,226.09	$0.00	$11.08	$31,237.17
TOTALS	**$31,226.09**	**$0.00**	**$11.08**	**$31,237.17**
Employee Self-Insurance Fund:				
Colotrust Plus	$564,130.25	$0.00	$200.54	$564,330.79
TOTALS	**$564,130.25**	**$0.00**	**$200.54**	**$564,330.79**
Service Center Fund:				
Colotrust Plus	$327,750.97	$35,000.00	$55,128.17	$347,879.14
TOTALS	**$327,750.97**	**$35,000.00**	**$55,128.17**	**$347,879.14**
Old Hire Police Pension Fund:				
Colotrust Plus	$459,144.14	$0.00	$163.21	$459,307.35
TOTALS	**$459,144.14**	**$0.00**	**$163.21**	**$459,307.35**
Risk Management Fund:				
Colotrust Plus	$706,384.30	$0.00	$5,252.52	$711,636.82
TOTALS	**$706,384.30**	**$0.00**	**$5,252.52**	**$711,636.82**
Capital Equipment Fund:				
Colotrust Plus	$1,250,521.43	$0.00	$35,454.42	$1,285,975.85
TOTALS	**$1,250,521.43**	**$0.00**	**$35,454.42**	**$1,285,975.85**

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	1/31/16
Capital Improvement Fund:				
Colotrust Plus	$597,075.48	$30,000.00	$206.10	$567,281.58
Certificates of Deposit	$0.00	$0.00	$0.00	$0.00
TOTALS	**$597,075.48**	**$30,000.00**	**$206.10**	**$567,281.58**
Grand Totals All Funds:				
Colotrust Plus	$19,433,769.31	$1,615,217.00	$546,756.94	$18,365,309.25
Certificates of Deposit	$206,523.05	$0.00	$0.00	$206,523.05
Money Market	$100,542.36	$0.00	$0.00	$100,542.36
Grand Total	**$19,740,834.72**	**$1,615,217.00**	**$546,756.94**	**$18,672,374.66**

GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

1/31/2016

BALANCE SHEET

ASSETS:			
Cash	$292,485.60		
Flex Cash - Wage Works	$3,478.23		
Flex Cash - Affiliated Benefits	$13,007.61		
Petty Cash	$1,080.00		
Cash with County Treasurer	$77,251.49		
Accounts Receivable	$201,423.73		
Accounts Receivable - McKinley St	$49.28		
Taxes Receivable	$63,678.16		
Sales Tax Receivable	$604,201.10		
Property Tax Receivable	$1,094,056.00		
Deposit - Affiliated Benefits	$2,184.70		
Loan Receivable - Curb	$4,447.44		
Investments	$2,641,729.37		
Investment - Federal Seizure	$7,542.17		
Prepaid Fuel	$18,439.59		
Prepaid Fuel - Airport	$10,705.27		
Postage Clearing Account	$4,570.88		
Prepaid Prisoner Housing	$38,722.00		
Sales Tax Clearing	-$12.01		
		TOTAL ASSETS	**$5,079,040.61**
LIABILITIES:			
Ded/Ben Clearing Account	$17,112.69		
Accounts Payable	$143,922.18		
Accounts Payable - Logan County	$1,579.19		
Accrued Salaries	$59,066.72		
Court Bonds	$1,885.00		
Restitution Clearing Account	$217.59		
Seizures	$600.00		
Deferred Revenue	$1,094,056.00		
Unearned Revenue	$2,000.00		
		TOTAL LIABILITIES	**$1,320,439.37**
FUND BALANCE:			
Reserve for Museum (Bernice Sanders)	$28,421.24		
Reserve for Museum (Exhibits)	$42,505.32		
Designated for Arts	$70,000.00		
Unreserved Fund Balance	$3,719,364.06		
Excess Revenue over Expenditures	-$101,689.38		
		TOTAL FUND BALANCE	**$3,758,601.24**
		TOTAL LIABILITIES & FUND BALANCE	**$5,079,040.61**

GENERAL FUND

1/31/2016

REVENUES:	BUDGETED 2016	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Real & Personal Prop. Tax	$1,094,056.00	$65,756.58	$65,756.58	$1,028,299.42
Road & Bridge Fund Taxes	$100,000.00	$0.00	$0.00	$100,000.00
Auto Ownership Taxes	$130,000.00	$9,855.46	$9,855.46	$120,144.54
Sales Tax	$7,545,725.00	$635,616.14	$635,616.14	$6,910,108.86
Vehicle Use Tax	$300,000.00	$20,000.00	$20,000.00	$280,000.00
Building Material Use Tax	$155,000.00	$5,263.96	$5,263.96	$149,736.04
Sales Tax Rebate	$65,000.00	$2,520.00	$2,520.00	$62,480.00
Employment Occupation Tax	$16,700.00	$16,700.00	$16,700.00	$0.00
TOTAL TAXES	**$9,406,481.00**	**$755,712.14**	**$755,712.14**	**$8,650,768.86**
Franchise Taxes	$692,000.00	$52,023.62	$52,023.62	$639,976.38
Licenses & Permits	$186,715.00	$19,641.50	$19,641.50	$167,073.50
Intergovernmental Revenue	$1,869,927.00	$118,969.63	$118,969.63	$1,750,957.37
Charges for Service	$259,403.00	$13,772.45	$13,772.45	$245,630.55
Fines & Forfeits	$98,200.00	$8,676.73	$8,676.73	$89,523.27
Miscellaneous Revenue	$285,483.00	$9,770.44	$9,770.44	$275,712.56
Transfer from Other Funds	$902,446.00	$75,118.00	$75,118.00	$827,328.00
TOTAL OTHER REVENUES	**$4,294,174.00**	**$297,972.37**	**$297,972.37**	**$3,996,201.63**
GRAND TOTAL REVENUES	**$13,700,655.00**	**$1,053,684.51**	**$1,053,684.51**	**$12,646,970.49**

GENERAL FUND
1/31/2016

EXPENDITURES:	BUDGETED	EXPENSES	EXPENSES	
GENERAL GOVERNMENT:	**2016**	**CURRENT MO.**	**TO DATE**	**BALANCE**
Council	$59,750.00	$2,998.87	$2,998.87	$56,751.13
City Manager	$369,065.00	$27,846.26	$27,846.26	$341,218.74
City Attorney	$257,557.00	$22,082.41	$22,082.41	$235,474.59
Municipal Court	$133,460.00	$9,227.76	$9,227.76	$124,232.24
Finance	$512,799.00	$45,370.42	$45,370.42	$467,428.58
City Hall & Non-Departmental	$1,719,393.00	$283,307.53	$283,307.53	$1,436,085.47
Personnel	$218,488.00	$13,778.30	$13,778.30	$204,709.70
TOTAL GENERAL GOVERNMENT	**$3,270,512.00**	**$404,611.55**	**$404,611.55**	**$2,865,900.45**
PUBLIC SAFETY:				
Police	$2,115,911.00	$156,342.11	$156,342.11	$1,959,568.89
Dispatch Center	$865,312.00	$87,929.76	$87,929.76	$777,382.24
Youth Services	$122,319.00	$9,476.06	$9,476.06	$112,842.94
Fire	$1,760,658.00	$126,859.00	$126,859.00	$1,633,799.00
Ambulance Service	$766,206.00	$52,215.12	$52,215.12	$713,990.88
TOTAL PUBLIC SAFETY	**$5,630,406.00**	**$432,822.05**	**$432,822.05**	**$5,197,583.95**
PUBLIC WORKS:				
Street	$1,959,323.00	$63,346.71	$63,346.71	$1,895,976.29
Engineering & Operations	$428,645.00	$29,242.40	$29,242.40	$399,402.60
Airport	$306,215.00	$48,671.83	$48,671.83	$257,543.17
TOTAL PUBLIC WORKS	**$2,694,183.00**	**$141,260.94**	**$141,260.94**	**$2,552,922.06**
CULTURE & RECREATION:				
Riverside Cemetery	$238,500.00	$12,791.32	$12,791.32	$225,708.68
Museum	$336,035.00	$15,847.75	$15,847.75	$320,187.25
Parks	$462,253.00	$28,804.84	$28,804.84	$433,448.16
Recreation Center	$721,078.00	$45,495.06	$45,495.06	$675,582.94
Forestry	$143,741.00	$8,021.28	$8,021.28	$135,719.72
Rec. Administration	$150,610.00	$11,409.09	$11,409.09	$139,200.91
Softball	$50,115.00	$231.63	$231.63	$49,883.37
Youth Softball	$16,010.00	$99.00	$99.00	$15,911.00
Basketball	$11,875.00	$4,045.31	$4,045.31	$7,829.69
Volleyball	$10,013.00	$85.00	$85.00	$9,928.00
Tolla Brown Skate Park	$9,500.00	$521.43	$521.43	$8,978.57
Special Events	$40,500.00	$940.00	$940.00	$39,560.00
Tennis	$16,950.00	$8.41	$8.41	$16,941.59
Youth Basketball	$24,108.00	$4,891.79	$4,891.79	$19,216.21
Youth Volleyball	$10,207.00	$66.00	$66.00	$10,141.00
Baseball	$20,500.00	-$224.78	-$224.78	$20,724.78
Library	$604,331.00	$43,646.22	$43,646.22	$560,684.78
TOTAL CULTURE & RECREATION	**$2,866,326.00**	**$176,679.35**	**$176,679.35**	**$2,689,646.65**
GRAND TOTAL EXPENDITURES	**$14,461,427.00**	**$1,155,373.89**	**$1,155,373.89**	**$13,306,053.11**

HOTEL TAX FUND

1/31/2016

REVENUES	BUDGETED 2016	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Hotel Tax	$200,000.00	$8,554.51	$8,554.51	$191,445.49
Investment Earnings	$600.00	$204.85	$204.85	$395.15
Penalty & Interest	$100.00	$0.00	$0.00	$100.00
TOTAL HOTEL TAX FUND REVENUE	**$200,700.00**	**$8,759.36**	**$8,759.36**	**$191,940.64**

EXPENDITURES:	BUDGETED 2016	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	$50.00	$0.00	$0.00	$50.00
Beautification	$0.00	$9,045.24	$9,045.24	-$9,045.24
TOTAL EXPENDITURES	**$50.00**	**$9,045.24**	**$9,045.24**	**-$8,995.24**

BALANCE SHEET
1/31/2016

ASSETS:			
Cash	$9,674.04		
Hotel Tax Receivable	$15,334.07		
Investments	$576,442.37		
		TOTAL ASSETS	**$601,450.48**
LIABILITIES:			
Accounts Payable	$6,865.79		
		TOTAL LIABILITIES	**$6,865.79**
FUND BALANCE:			
Retained Earnings	$594,870.57		
Excess Revenue over Expenditures	-$285.88		
		TOTAL FUND BALANCE	**$594,584.69**
		TOTAL LIABILITIES AND FUND BALANCE	**$601,450.48**

WATER FUND

1/31/2016
BALANCE SHEET

ASSETS:			
Cash	$239,555.88		
Cash with Fiscal Agent	$1,957,066.13		
Accounts Receivable	$3,758.61		
Accounts Receivable - Utility Billing	$445,319.38		
Supply Inventory	$286,204.31		
Investments	$6,399,838.69		
Fixed Assets (Net)	$33,263,892.98		
		TOTAL ASSETS	**$42,595,635.98**
LIABILITIES:			
Accounts Payable	$48,964.56		
Unpaid Compensated Absences	$32,878.65		
Accrued Salaries	$5,565.23		
Accounts Payable Assess Fee	$7,069.74		
Tax rebate payable - Ramada	$105,881.64		
Loan Payable CWRPDA	$24,803,981.83		
Loan Payable Premium	$627,830.12		
Due to Sewer Fund	$181,593.11		
Lease Interest Payable	$243,491.96		
		TOTAL LIABILITIES	**$26,057,256.84**
FUND BALANCE:			
Reserve for Painting	$700,000.00		
Reserve for Capital Replacement	$4,489,516.00		
Retained Earnings	$12,641,028.61		
Investment in Fixed Assets	-$444,628.96		
Excess Revenue over Expenditures	-$847,536.51		
		TOTAL FUND BALANCE	**$16,538,379.14**
		TOTAL LIABILITIES AND FUND BALANCE	**$42,595,635.98**

WATER FUND

1/31/2016

REVENUES	BUDGETED 2016	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Water Revenue-Inside Residential	$3,146,240.00	$219,713.78	$219,713.78	$2,926,526.22
Water Revenue-Outside Residential	$264,590.00	$17,477.55	$17,477.55	$247,112.45
Water Revenue-Inside Commercial	$1,003,415.00	$71,588.60	$71,588.60	$931,826.40
Water Revenue-Outside Commercial	$9,100.00	$830.34	$830.34	$8,269.66
Water Revenue-Inside Industrial	$376,586.00	$33,095.27	$33,095.27	$343,490.73
Misc. Water Sales	$4,500.00	$6.70	$6.70	$4,493.30
Surcharge	$22,000.00	$1,566.10	$1,566.10	$20,433.90
Service Charges	$44,200.00	$3,398.99	$3,398.99	$40,801.01
Tapping Charges	$5,000.00	$0.00	$0.00	$5,000.00
Water Div. Services	$4,000.00	$147.05	$147.05	$3,852.95
Penalties	$39,500.00	$1,713.70	$1,713.70	$37,786.30
Investment Earnings	$8,000.00	$2,560.02	$2,560.02	$5,439.98
Miscellaneous	$400.00	$0.00	$0.00	$400.00
Rents from land	$101,000.00	$0.00	$0.00	$101,000.00
Water Credits	$1,297.00	$0.00	$0.00	$1,297.00
Plant Investment Fees	$24,500.00	$0.00	$0.00	$24,500.00
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	**$5,054,328.00**	**$352,098.10**	**$352,098.10**	**$4,702,229.90**

EXPENDITURES:	BUDGETED 2016	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
WATER LINES:				
Personnel	$363,831.00	$23,587.30	$23,587.30	$340,243.70
Maintenance & Operation	$592,637.00	$88,953.34	$88,953.34	$503,683.66
Capital Outlay	$533,500.00	$0.00	$0.00	$533,500.00
Transfer to General Fund	$143,331.00	$11,944.00	$11,944.00	$131,387.00
TOTAL EXPENDITURES	**$1,633,299.00**	**$124,484.64**	**$124,484.64**	**$1,508,814.36**
WATER PLANT:				
Personnel	$318,065.00	$27,687.72	$27,687.72	$290,377.28
Maintenance & Operation	$2,236,054.00	$84,097.70	$84,097.70	$2,151,956.30
Capital Outlay	$525,000.00	$0.00	$0.00	$525,000.00
Transfer to General Fund	$383,118.00	$31,926.00	$31,926.00	$351,192.00
TOTAL EXPENDITURES	**$3,462,237.00**	**$143,711.42**	**$143,711.42**	**$3,318,525.58**
Debt Service	$1,862,877.00	$931,438.55	$931,438.55	$931,438.45
TOTAL WATER FUND W/DEBT	**$5,325,114.00**	**$1,075,149.97**	**$1,075,149.97**	**$4,249,964.03**
TOTAL EXPENDITURES	**$6,958,413.00**	**$1,199,634.61**	**$1,199,634.61**	**$5,758,778.39**

SANITATION FUND

1/31/2016
BALANCE SHEET

ASSETS:			
Cash	$245,234.38		
Accounts Receivable	$507.06		
Accounts Receivable - Utility Billing	$65,590.45		
Supply Inventory	$12,155.02		
Investments	$335,088.41		
Fixed Assets (Net)	$201,949.00		
		TOTAL ASSETS	**$860,524.32**
LIABILITIES:			
Accounts Payable	$87.52		
Unpaid Compensated Absences	$10,117.53		
Accrued Salaries	$1,233.54		
		TOTAL LIABILITIES	**$11,438.59**
FUND BALANCE:			
Reserve for Equipment	$28,389.00		
Reserve for Capital Replacement	$1,008,152.00		
Retained Earnings	-$397,448.63		
Investment in Fixed Assets	$200,529.78		
Excess Revenue over Expenditures	$9,463.58		
		TOTAL FUND BALANCE	**$849,085.73**
		TOTAL LIABILITIES AND FUND BALANCE	**$860,524.32**

SANITATION FUND

1/31/2016

REVENUES:	BUDGETED 2016	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sanitation Revenue-Inside	$584,370.00	$48,642.03	$48,642.03	$535,727.97
Rubbish Collection Fees	$2,000.00	$105.00	$105.00	$1,895.00
Sanitation Services	$0.00	$0.00	$0.00	$0.00
Penalties	$5,475.00	$346.30	$346.30	$5,128.70
Investment Earnings	$400.00	$120.54	$120.54	$279.46
Miscellaneous	$0.00	$0.00	$0.00	$0.00
Sale of Assets	$0.00	$0.00	$0.00	$0.00
TOTAL REVENUES	**$592,245.00**	**$49,213.87**	**$49,213.87**	**$543,031.13**

EXPENDITURES:	BUDGETED 2016	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	$204,847.00	$14,762.61	$14,762.61	$190,084.39
Maintenance & Operation	$318,840.00	$18,572.68	$18,572.68	$300,267.32
Capital Outlay	$0.00	$0.00	$0.00	$0.00
Transfer to General Fund	$76,989.00	$6,415.00	$6,415.00	$70,574.00
TOTAL EXPENDITURES	**$600,676.00**	**$39,750.29**	**$39,750.29**	**$560,925.71**

SEWER FUND

1/31/2016
BALANCE SHEET

ASSETS:			
Cash	$247,917.01		
Accounts Receivable	$472.45		
Accounts Receivable - Industrial	$0.00		
Accounts Receivable - Utility Billing	$165,923.65		
Due From Water Fund	$181,593.11		
Supply Inventory	$81,395.13		
Investments	$4,474,436.48		
Fixed Assets (Net)	$9,039,994.52		
		TOTAL ASSETS	**$14,191,732.35**
LIABILITIES:			
Accounts Payable	$4,700.97		
Unpaid Compensated Absences	$21,239.94		
Accrued Salaries	$2,857.88		
Tax rebate payable - Ramada	$64,832.49		
Loan Payable CWRPDA	$181,978.20		
Interest Payable	$2,738.33		
		TOTAL LIABILITIES	**$278,347.81**
FUND BALANCE:			
Reserve for Capital Projects	$111,784.00		
Reserve for Trunk Line Replacement	$218,681.45		
Reserve for Lagoons	$397,861.26		
Reserve for Capital Replacement	$10,623,617.00		
Retained Earnings	$2,872,313.08		
Investment in Fixed Assets	-$275,181.66		
Excess Revenue over Expenditures	-$35,690.59		
		TOTAL FUND BALANCE	**$13,913,384.54**
		TOTAL LIABILITIES AND FUND BALANCE	**$14,191,732.35**

SEWER FUND

1/31/2016

REVENUES:	BUDGETED 2016	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sewer Revenue-Inside Residential	$980,850.00	$82,280.25	$82,280.25	$898,569.75
Sewer Revenue-Outside Residential	$105,760.00	$8,828.27	$8,828.27	$96,931.73
Sewer Revenue-Inside Commercial	$352,000.00	$27,864.88	$27,864.88	$324,135.12
Sewer Revenue-Outside Commercial	$3,800.00	$336.07	$336.07	$3,463.93
Sewer Revenue-Inside Industrial	$210,965.00	$0.00	$0.00	$210,965.00
Tapping Charges	$1,000.00	$0.00	$0.00	$1,000.00
Sewer Division Charges	$0.00	$0.00	$0.00	$0.00
Penalties	$14,300.00	$593.55	$593.55	$13,706.45
Investment Earnings	$5,835.00	$1,521.09	$1,521.09	$4,313.91
Miscellaneous	$0.00	$0.00	$0.00	$0.00
Outside Billing	$0.00	$0.00	$0.00	$0.00
Plant Investment Fees	$32,000.00	$0.00	$0.00	$32,000.00
Sale of Asset	$1,520.00	$0.00	$0.00	$1,520.00
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	**$1,708,030.00**	**$121,424.11**	**$121,424.11**	**$1,586,605.89**

EXPENDITURES: LINES AND SERVICES:	BUDGETED 2016	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	$200,891.00	$5,223.00	$5,223.00	$195,668.00
Maintenance & Operation	$432,794.00	$29,682.71	$29,682.71	$403,111.29
Capital Outlay	$500,000.00	$0.00	$0.00	$500,000.00
Transfer to General Fund	$95,053.00	$7,921.00	$7,921.00	$87,132.00
TOTAL LINES & SERVICES	**$1,228,738.00**	**$42,826.71**	**$42,826.71**	**$1,185,911.29**
Debt Service	$196,049.00	$7,035.24	$7,035.24	$189,013.76
TOTAL LINES & SERVICES W/DEBT	**$1,424,787.00**	**$49,861.95**	**$49,861.95**	**$1,374,925.05**
TREATMENT FACILITIES:				
Personnel	$339,730.00	$25,378.96	$25,378.96	$314,351.04
Maintenance & Operation	$1,013,304.00	$64,961.79	$64,961.79	$948,342.21
Capital Outlay	$525,000.00	$0.00	$0.00	$525,000.00
Transfer to General Fund	$202,955.00	$16,912.00	$16,912.00	$186,043.00
TOTAL TREATMENT FACILITIES	**$2,080,989.00**	**$107,252.75**	**$107,252.75**	**$1,973,736.25**
TOTAL EXPENDITURES	**$3,505,776.00**	**$157,114.70**	**$157,114.70**	**$3,348,661.30**

LONG TERM DEBT FUND

1/31/2016

BALANCE SHEET

ASSETS:			
Cash	$0.00		
Amount to be provided	$480,959.22		
		TOTAL ASSETS	**$480,959.22**
LIABILITIES:			
Unpaid Compensated Absences	$480,959.22		
		TOTAL LIABILITIES	**$480,959.22**
FUND BALANCE:			
Excess Revenue over Expenditures	$0.00		
		TOTAL FUND BALANCE	**$0.00**
		TOTAL LIABILITIES & FUND BALANCE	**$480,959.22**

PERPETUAL CARE FUND

1/31/2016

REVENUES:	BUDGETED 2016	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Perpetual Care	$7,500.00	$0.00	$0.00	$7,500.00
Perpetual Care - niches	$4,000.00	$500.00	$500.00	$3,500.00
Investment Earnings	$200.00	$65.66	$65.66	$134.34
TOTAL REVENUES	**$11,700.00**	**$565.66**	**$565.66**	**$11,134.34**

EXPENDITURES:	BUDGETED 2016	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Columbarium	$0.00	$0.00	$0.00	$0.00
Audit	$320.00	$0.00	$0.00	$320.00
Niche Engraving	$500.00	$0.00	$0.00	$500.00
Transfer to General Fund	$200.00	$0.00	$0.00	$200.00
TOTAL EXPENDITURES	**$1,020.00**	**$0.00**	**$0.00**	**$1,020.00**

BALANCE SHEET
1/31/2016

ASSETS:			
Cash	$1,621.36		
Investments	$184,854.29		
		TOTAL ASSETS	**$186,475.65**
LIABILITIES:			
Accounts Payable	$0.00		
		TOTAL LIABILITIES	**$0.00**
FUND BALANCE:			
Unreserved Fund Balance	$185,909.99		
Excess Revenue over Expenditures	$565.66		
		TOTAL FUND BALANCE	**$186,475.65**
		TOTAL LIABILITIES & FUND BALANCE	**$186,475.65**

LIBRARY IMPROVEMENT FUND

1/31/2016

REVENUES:	**BUDGETED 2016**	**COLLECTIONS CURRENT MO.**	**COLLECTIONS TO DATE**	**BALANCE**
Investment Earnings	$35.00	$3.51	$3.51	$31.49
Contributions	$0.00	$950.00	$950.00	-$950.00
TOTAL REVENUES	**$35.00**	**$953.51**	**$953.51**	**-$918.51**

EXPENDITURES:	**BUDGETED 2016**	**EXPENSES CURRENT MO.**	**EXPENSES TO DATE**	**BALANCE**
Audit	$50.00	$0.00	$0.00	$50.00
Equipment	$0.00	$0.00	$0.00	$0.00
TOTAL EXPENDITURES	**$50.00**	**$0.00**	**$0.00**	**$50.00**

BALANCE SHEET
1/31/2016

ASSETS:			
Cash	$962.96		
Investments	$9,018.69		
		TOTAL ASSETS	**$9,981.65**
LIABILITIES:			
Accounts Payable	$0.00		
		TOTAL LIABILITIES	**$0.00**
FUND BALANCE:			
Unreserved Fund Balance	$9,028.14		
Excess Revenue over Expenditures	$953.51		
		TOTAL FUND BALANCE	**$9,981.65**
		TOTAL LIABILITIES & FUND BALANCE	**$9,981.65**

CONSERVATION TRUST FUND

1/31/2016

REVENUES:	**BUDGETED 2016**	**COLLECTIONS CURRENT MO.**	**COLLECTIONS TO DATE**	**BALANCE**
State Contributions	$140,000.00	$0.00	$0.00	$140,000.00
Investment Earnings	$150.00	$28.92	$28.92	$121.08
TOTAL REVENUES	**$140,150.00**	**$28.92**	**$28.92**	**$140,121.08**

EXPENDITURES:	**BUDGETED 2016**	**EXPENSES CURRENT MO.**	**EXPENSES TO DATE**	**BALANCE**
Steel Tables	$10,000.00	$0.00	$0.00	$10,000.00
Wood Chips	$10,000.00	$0.00	$0.00	$10,000.00
Drinking Fountain	$30,000.00	$0.00	$0.00	$30,000.00
Lift	$0.00	$13,217.00	$13,217.00	-$13,217.00
TOTAL EXPENDITURES	**$50,000.00**	**$13,217.00**	**$13,217.00**	**$36,783.00**

BALANCE SHEET
1/31/2016

ASSETS:			
Cash	$0.84		
Investments	$75,775.49		
		TOTAL ASSETS	**$75,776.33**
LIABILITIES:			
Accounts Payable	$0.00		
		TOTAL LIABILITIES	**$0.00**
FUND BALANCE:			
Unreserved Fund Balance	$88,964.41		
Excess Revenue over Expenditures	-$13,188.08		
		TOTAL FUND BALANCE	**$75,776.33**
		TOTAL LIABILITIES & FUND BALANCE	**$75,776.33**

KARL FALCH LIBRARY TRUST FUND

1/31/2016

REVENUES:	**BUDGETED 2016**	**COLLECTIONS CURRENT MO.**	**COLLECTIONS TO DATE**	**BALANCE**
Investment Earnings	$40.00	$11.08	$11.08	$28.92
TOTAL REVENUES	**$40.00**	**$11.08**	**$11.08**	**$28.92**

EXPENDITURES:	**BUDGETED 2016**	**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
1/31/2016

ASSETS:			
Cash	$211.11		
Investments	$31,237.17		
		TOTAL ASSETS	**$31,448.28**
LIABILITIES:			
Accounts Payable	$0.00		
		TOTAL LIABILITIES	**$0.00**
FUND BALANCE:			
Unreserved Fund Balance	$31,437.20		
Excess Revenue over Expenditures	$11.08		
		TOTAL FUND BALANCE	**$31,448.28**
		TOTAL LIABILITIES & FUND BALANCE	**$31,448.28**

EMPLOYEE SELF-INSURANCE FUND

1/31/2016

REVENUES:	**BUDGETED 2016**	**COLLECTIONS CURRENT MO.**	**COLLECTIONS TO DATE**	**BALANCE**
Investment Earnings	$650.00	$200.54	$200.54	$449.46
Employee Premiums	$240,780.00	$27,806.74	$27,806.74	$212,973.26
Wellness	$0.00	$0.00	$0.00	$0.00
City Premiums	$2,171,808.00	$146,295.28	$146,295.28	$2,025,512.72
TOTAL REVENUES	**$2,413,238.00**	**$174,302.56**	**$174,302.56**	**$2,238,935.44**

EXPENDITURES:	**BUDGETED 2016**	**EXPENSES CURRENT MO.**	**EXPENSES TO DATE**	**BALANCE**
Wellness	$0.00	$0.00	$0.00	$0.00
Premium	$2,412,588.00	$176,283.61	$176,283.61	$2,236,304.39
FLEX	$3,000.00	$524.99	$524.99	$2,475.01
Audit	$630.00	$0.00	$0.00	$630.00
TOTAL EXPENDITURES	**$2,416,218.00**	**$176,808.60**	**$176,808.60**	**$2,239,409.40**

BALANCE SHEET
1/31/2016

ASSETS:			
Cash	$17,934.34		
Investments	$564,330.79		
		TOTAL ASSETS	**$582,265.13**
LIABILITIES:			
Accounts Payable	$234.00		
		TOTAL LIABILITIES	**$234.00**
FUND BALANCE:			
Retained Earnings	$584,537.17		
Excess Revenue over Expenditures	-$2,506.04		
		TOTAL FUND BALANCE	**$582,031.13**
		TOTAL LIABILITIES & FUND BALANCE	**$582,265.13**

SERVICE CENTER FUND

1/31/2016

REVENUES:	BUDGETED 2016	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	$500.00	$128.17	$128.17	$371.83
Miscellaneous	$0.00	$0.00	$0.00	$0.00
Transfer of Reserves	$601,538.00	$50,129.00	$50,129.00	$551,409.00
Transfer for Lease Payment	$235,480.00	$19,623.00	$19,623.00	$215,857.00
TOTAL REVENUES	**$837,518.00**	**$69,880.17**	**$69,880.17**	**$767,637.83**

EXPENDITURES:	BUDGETED 2016	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	$472,817.00	$37,101.45	$37,101.45	$435,715.55
Maintenance & Operation	$366,131.00	$13,673.10	$13,673.10	$352,457.90
Capital Outlay	$0.00	$0.00	$0.00	$0.00
Transfer to General Fund	$0.00	$0.00	$0.00	$0.00
TOTAL EXPENDITURES	**$838,948.00**	**$50,774.55**	**$50,774.55**	**$788,173.45**

BALANCE SHEET
1/31/2016

ASSETS:			
Cash	$16,165.54		
Cash - Bank of Cherry Creek	$2.60		
Investments	$347,879.14		
Fixed Assets (Net)	$1,812,130.40		
		TOTAL ASSETS	**$2,176,177.68**
LIABILITIES:			
Accounts Payable	$1,012.28		
Unpaid Compensated Absences	$27,168.21		
Accrued Salaries	$3,646.36		
Lease Payable	$635,000.00		
Lease Interest Payable	$2,540.00		
		TOTAL LIABILITIES	**$669,366.85**
FUND BALANCE:			
Retained Earnings	$1,561,148.82		
Investment in Fixed Asset	-$73,443.61		
Excess Revenue over Expenditures	$19,105.62		
		TOTAL FUND BALANCE	**$1,506,810.83**
		TOTAL LIABILITIES & FUND BALANCE	**$2,176,177.68**

OLD HIRE POLICE FUND

1/31/2016

REVENUES:	**BUDGETED 2016**	**COLLECTIONS CURRENT MO.**	**COLLECTIONS TO DATE**	**BALANCE**
Investment Earnings	$600.00	$163.21	$163.21	$436.79
Proceeds	$0.00	$0.00	$0.00	$0.00
TOTAL REVENUES	**$600.00**	**$163.21**	**$163.21**	**$436.79**

EXPENDITURES:	**BUDGETED 2016**	**EXPENSES CURRENT MO.**	**EXPENSES TO DATE**	**BALANCE**
Pension	$88,134.00	$6,459.95	$6,459.95	$81,674.05
Capital Outlay	$115,380.00	$0.00	$0.00	$115,380.00
TOTAL EXPENDITURES	**$203,514.00**	**$6,459.95**	**$6,459.95**	**$197,054.05**

BALANCE SHEET
1/31/2016

ASSETS:			
Cash	$915.94		
Accounts Receivable - FPPA	$268,752.00		
Investments	$459,307.35		
Prepaid Contribution	$65,576.37		
		TOTAL ASSETS	**$794,551.66**
LIABILITIES:			
Accounts Payable	$268,752.00		
		TOTAL LIABILITIES	**$268,752.00**
FUND BALANCE:			
Unreserved Fund Balance	$532,096.40		
Excess Revenue over Expenditures	-$6,296.74		
		TOTAL FUND BALANCE	**$525,799.66**
		TOTAL LIABILITIES & FUND BALANCE	**$794,551.66**

RISK MANAGEMENT FUND

1/31/2016

REVENUES:	BUDGETED 2016	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	$950.00	$252.52	$252.52	$697.48
Miscellaneous	$5,000.00	$0.00	$0.00	$5,000.00
Compensation for Loss	$5,000.00	$500.27	$500.27	$4,499.73
Compensation for Loss - Flood	$0.00	$0.00	$0.00	$0.00
Transfer of Reserves	$333,700.00	$83,425.00	$83,425.00	$250,275.00
Transfer Workers Comp	$270,680.00	$63,406.00	$63,406.00	$207,274.00
TOTAL REVENUES	**$615,330.00**	**$147,583.79**	**$147,583.79**	**$467,746.21**

EXPENDITURES:	BUDGETED 2016	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Claims Paid	$50,000.00	$7,053.40	$7,053.40	$42,946.60
Expense for Workers Comp	$270,680.00	$61,102.00	$61,102.00	$209,578.00
Premium Fees	$333,700.00	$80,839.04	$80,839.04	$252,860.96
Flood	$0.00	$0.00	$0.00	$0.00
Expense for Unemployment	$10,000.00	$0.00	$0.00	$10,000.00
Materials & Supplies	$300.00	$0.00	$0.00	$300.00
Audit	$590.00	$0.00	$0.00	$590.00
Transfer to General Fund	$800.00	$0.00	$0.00	$800.00
TOTAL EXPENDITURES	**$666,070.00**	**$148,994.44**	**$148,994.44**	**$517,075.56**

BALANCE SHEET
1/31/2016

ASSETS:			
Cash	$10,494.87		
Grants Receivable	$230,130.49		
Investments	$711,636.82		
		TOTAL ASSETS	**$952,262.18**
LIABILITIES:			
Accounts Payable	$0.00		
		TOTAL LIABILITIES	**$0.00**
FUND BALANCE:			
Emergency Reserve	$370,000.00		
Retained Earnings	$583,672.83		
Excess Revenue over Expenditures	-$1,410.65		
		TOTAL FUND BALANCE	**$952,262.18**
		TOTAL LIABILITIES & FUND BALANCE	**$952,262.18**

CAPITAL EQUIPMENT FUND

1/31/2016

REVENUES:	BUDGETED 2016	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	$1,200.00	$454.42	$454.42	$745.58
Sale of Asset	$0.00	$0.00	$0.00	$0.00
Compensation for Loss	$0.00	$0.00	$0.00	$0.00
Other Contributions	$0.00	$0.00	$0.00	$0.00
Transfer of Reserves	$448,634.00	$38,660.00	$38,660.00	$409,974.00
Grants	$0.00	$0.00	$0.00	$0.00
TOTAL REVENUES	**$449,834.00**	**$39,114.42**	**$39,114.42**	**$410,719.58**

EXPENDITURES:	BUDGETED 2016	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	$905.00	$0.00	$0.00	$905.00
Manager Equipment	$8,763.00	$0.00	$0.00	$8,763.00
Fire Equipment	$89,686.00	$0.00	$0.00	$89,686.00
Public Works Equipment	$342,445.00	$0.00	$0.00	$342,445.00
Court Equipment	$15,275.00	$0.00	$0.00	$15,275.00
Parks, Lib & Rec Equipment	$72,762.00	$0.00	$0.00	$72,762.00
Non-Dept Equipment	$264,978.00	$750.00	$750.00	$264,228.00
TOTAL EXPENDITURES	**$794,814.00**	**$750.00**	**$750.00**	**$794,064.00**

BALANCE SHEET
1/31/2016

Cash	$17,224.20		
Investments	$1,285,975.85		
Fixed Assets (Net)	$2,089,857.19		
		TOTAL ASSETS	**$3,393,057.24**
LIABILITIES:			
Accounts Payable	$750.00		
Lease Payable	$34,672.82		
Lease Interest Payable	$226.07		
		TOTAL LIABILITIES	**$35,648.89**
FUND BALANCE:			
Retained Earnings	$3,236,793.78		
Investment in Fixed Assets	$82,250.15		
Excess Revenue over Expenditures	$38,364.42		
		TOTAL FUND BALANCE	**$3,357,408.35**
		TOTAL LIABILITIES & FUND BALANCE	**$3,393,057.24**

CAPITAL IMPROVEMENT FUND

1/31/2016

REVENUES:	BUDGETED 2016	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	$900.00	$206.10	$206.10	$693.90
Misc. Income	$0.00	$0.00	$0.00	$0.00
TCI	$7,120.00	$11,125.75	$11,125.75	-$4,005.75
Kentec	$90.00	$0.00	$0.00	$90.00
Fritzler	$327.00	$327.23	$327.23	-$0.23
Media Logic	$2,495.00	$201.77	$201.77	$2,293.23
Cell One	$4,215.00	$0.00	$0.00	$4,215.00
Sale of Asset	$0.00	$0.00	$0.00	$0.00
Grants	$0.00	$0.00	$0.00	$0.00
TOTAL REVENUES	**$15,147.00**	**$11,860.85**	**$11,860.85**	**$3,286.15**

EXPENDITURES:	BUDGETED 2016	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Land Transactions	$0.00	$0.00	$0.00	$0.00
Land Purchase	$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
1/31/2016

ASSETS:			
Cash	$15,770.74		
Accounts Receivable	$201.77		
Investments	$567,281.58		
		TOTAL ASSETS	**$583,254.09**
LIABILITIES:			
Accounts Payable	$0.00		
Deferred Revenue	$0.00		
		TOTAL LIABILITIES	**$0.00**
FUND BALANCE:			
Unreserved Fund Balance	$571,393.24		
Excess Revenue over Expenditures	$11,860.85		
		TOTAL FUND BALANCE	**$583,254.09**
		TOTAL LIABILITIES & FUND BALANCE	**$583,254.09**

HUMAN RESOURCES DEPARTMENT

JANUARY 2015 MONTHLY REPORT

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

CDL TESTING – CDL Random Drug Screens were conducted during January. There were three (3) pre-employment drug screens conducted during January. One was pre-employment CDL drug screen.

WORKERS' COMPENSATION – The City continues to follow all injury cases that are presented for on-the-job injuries. Seven (7) claims were filed during January. Most of the claims were for slips on the ice. Five (5) of the claims are closed but two (2) are open and have sought medical attention.

JOB OPPORTUNITIES

Positions Open	Positions Filled
Police Officer (1)	Police Officer (1)
PCF Superintendent	PT Receptionist
Utility Operator I	Library Assistant PT
Wastewater Operator I	
City Engineer	
Library Assistant	
Public Safety Dispatcher Part-time	

PERSONNEL BOARD – Personnel Board did not meet in January.

MISCELLANEOUS ACTIVITIES

HR Assistant presented 1 new employee to Council on January 12.
HR Assistant conducted 5 orientations, one for Police Officer and four for Recreation position.
HR Assistant completed CML Salary Survey and MSEC Compensation Survey for 2016.
HR Assistant participated in Utility Operator interviews, Part-time Receptionist, and Library Assistant interviews during January.
HR Assistant met with the Loss Control Audit team to start working on collecting the data needed for this audit. The Audit will be sometime in late March or early April.
HR Director participated in Communication Services Specialists interviews with the Police Department.
CIRSA property survey was completed by HR Assistant with the assistance of Divisions Operations Coordinator.
Conditional offers were extended by HR Assistant and HR Director during January.
HR Assistant attended Empower Retirement sessions with representative during January. Responses were very favorable with the content presented.
HR Director conducted 3 exit interviews during January.
HR Assistant assisted PW with retirement reception on January 27.
HR office attended the Run, Hide, and Fight active shooter training presented by the City of Sterling Police Department on January 7.
HR Assistant attended the January SWellness meeting as a member starting January 2016.

MUNICIPAL COURT

JANUARY 2016 MONTHLY REPORT

DESCRIPTION	Jan 2016	Jan 2015	Jan Change	YTD 2016	YTD 2015	YTD Change	5 yr YTD Avg	5 yr YTD Change
ARRAIGNMENTS	52	26	100%	52	26	100%	43	21%
JUVENILE CASES	3	3		3	3		4	-17%
TRAFFIC	1	1		1	1		1	67%
NO INSURANCE							0	-100%
NO SEAT BELT								
SPEEDING							1	-100%
UNDERAGE POSS OF TOBACCO								
POSS OF MARIJUANA/DRUG PARAPHENALIA								
THEFT	1			1			1	25%
DISTURBING THE PEACE/NOISES	1	2	-50%	1	2	-50%	0	150%
RESISTING ARREST/FAILURE TO COMPLY								
INJURING/DEFACING PROPERTY								
TRESPASSING							0	-100%
UNDERAGE POSS/CONS ALCOHOL/PROCURE							1	-100%
CURFEW FOR MINORS								
OTHER								
ADULT CASES	49	23	113%	49	23	113%	39	25%
TRAFFIC	5	2	150%	5	2	150%	6	-22%
NO INSURANCE		1	-100%		1	-100%	2	-100%
NO SEAT BELT	2	1	100%	2	1	100%	1	67%
SPEEDING							4	-100%
PARKING	1	4	-75%	1	4	-75%	4	-77%
POSS. MARIJUANA/DRUG PARAPHERNALIA		18	-100%		1	-100%	3	-100%
THEFT	29	7	314%	29	7	314%	5	480%
DISTURBING THE PEACE/NOISES	3			3			2	67%
RESISTING ARREST/FAILURE TO COMPLY	3	2	50%	3	2	50%	1	400%
INJURING/DEFACING PROPERTY	1			1			1	67%
TRESPASSING	2			2			1	43%
UNDERAGE POSS/CONS ALCOHOL		3	-100%		3	-100%	4	-100%
SALE / PROCUREMENT / OPEN CONTAINER							0	-100%
OTHER	1	2	-50%	1	2	-50%	1	-29%
ANIMAL	2			2			1	67%
NUISANCES								
JUVENILE ARR'S FOUND GUILTY	3	2	50%	3	2	50%	2	25%
JUVENILE ARR'S DISMISSED							0	-100%
JUVENILES PLACED ON PROB/DJ/UPS	4	6	-33%	4	6	-33%	2	67%
JUVENILE VIOLS OF PROB/DJ/UPS		4	-100%		4	-100%	1	-100%
JUVENILE FTA/PWL							4	-100%
ADULTS ARR'S FOUND GUILTY	19	9	111%	19	9	111%	13	51%
ADULT ARR'S DISMISSED	2			2			4	-47%
ADULTS PLACED ON PROB/DJ/UPS	12	9	33%	12	9	33%	7	82%
ADULT VIOLS OF PROB/DJ/UPS							1	-100%
ADULT FTA/PWL		2	-100%		2	-100%	10	-100%

DESCRIPTION	Jan 2016	Jan 2015	Jan Change	YTD 2016	YTD 2015	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	83	24	246%	83	24	246%	39	111%
CONTINUANCE/SET FOR TRIALS/ETC	19	7	171%	19	7	171%	9	111%
CASES REVIEWED	94	65	45%	94	65	45%	51	85%
TRIALS FOUND GUILTY	19	4	375%	19	4	375%	3	494%
TRIALS FOUND NOT GUILTY	1			1			10	-90%
TRIALS DISMISSED	2			2			5	-57%
NEW CHARGES PROCESSED	61	66	-8%	61	66	-8%	56	9%
NEW WARRANTS	22	14	57%	22	14	57%	12	77%
DAYS JUVENILES SENT TO DETENTION							6	-100%
DAYS ADULTS SENT TO JAIL	10			10			3	285%
PAID TICKETS	37	34	9%	37	34	9%	35	5%
PAID WITH AUTO POINT REDUCTION	21	24	-13%	21	24	-13%	17	27%
PAID AS REGULAR TICKET	16	10	60%	16	10	60%	16	1%
FROM PWL TO WARRANT							0	-100%

POLICE DEPARTMENT

JANUARY 2016 MONTHLY REPORT

During January 2016, the police department responded to 1,050 Calls for Service, a one percent decrease over the 1,064 Calls for Service responded to in January of 2015.

Officers responded to 35 traffic accidents during the month of January, which represents a 30 percent increase over the 27 responded to in January of 2015. Officers issued 33 penalty assessments during January 2016, which is a six percent decrease over the 35 penalty assessments issued in January 2015. Officers also issued 105 Warning tickets during January 2016, a 21 percent decrease from the 133 Warning tickets issued in January 2015. Officers arrested three drivers on DUI charges during January 2016.

Among the criminal offenses reported was one kidnapping case, four sex offenses, one robbery offense, eleven assault offenses, 13 burglary offenses, 42 larceny/thefts, two motor vehicle thefts, one stolen property offense, four fraud offenses, one counterfeiting/forgery, 17 vandalisms, twelve drug violations, and three weapon law violations. The value of property stolen during the month was $47,946 and $68 was recovered. Officers arrested 57 adults and five juveniles, for a total of 62 arrests in January 2016. This is ten more arrests or a 16.129 percent increase over the total of 52 arrests made in January of 2015.

In January the Youth Services Division received 16 youth referrals (8 males and 8 females). Youth referrals numbering 14 were received from the Sterling Police Department, and two from a school(s).

Officers responded to 61 calls at local liquor establishments, with 52 calls being reported in January of 2015.

Officer Nick Hrycaj and K9 Officer Glock completed 9.750 hours of training in January 2016. Three canine deployments were seen in January 2016 and they were an article search for the Sterling Police Department, a narcotics sniff at Pioneer Park and a narcotics sniff of a vehicle. DRE Officer Matt Williams experienced one DRE call out on January 6, 2016 at the Logan County Detentions Center.

Sterling Police Officers and staff completed 467.18 hours of training during the month of January 2016.

DESCRIPTION	Jan 2016	Jan 2015	Jan Change	YTD 2016	YTD 2015	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	1,050	1,064	-1%	1,050	1,064	-1%	938	12%
MOTOR VEHICLE ACCIDENTS	35	27	30%	35	27	30%	25	38%
CRIMINAL OFFENSES	190	162	17%	190	162	17%	124	53%
GROUP "A" OFFENSES	112	90	24%	112	90	24%	70	59%
GROUP "B" OFFENSES	78	72	8%	78	72	8%	55	41%
VANDALISM	17	16	6%	17	16	6%	12	47%
ARRESTS								
ADULTS	57	47	21%	57	47	21%	45	26%
JUVENILES	5	5		5	5		2	150%
PROPERTY								
STOLEN	47,946	30,975	55%	47,946	30,975	55%	32,691	47%
RECOVERED	68	9,640	-99%	68	9,640	-99%	6,540	-99%
MUNICIPAL CHARGES								
PA'S	33	35	-6%	33	35	-6%	35	-6%
CRIMINAL CHARGES	25	22	14%	25	22	14%	16	60%
WARNINGS	105	133	-21%	105	133	-21%	159	-34%
STATE CHARGES								
TRAFFIC	23	24	-4%	23	24	-4%	23	-2%
DUI'S	3	8	-63%	3	8	-63%	4	-29%
CRIMINAL CHARGES	30	24	25%	30	24	25%	31	-2%
K-9 GLOCK DEPLOYMENT COUNT	3	2	50%	3	2	50%		
YOUTH SERVICES								
NUMBER OF REFERRALS							2	-100%
MALE	8.0	11.0	-27%	8.0	11.0	-27%	9.4	-15%
FEMALE	8.0	5.0	60%	8.0	5.0	60%	9.0	-11%
TOTAL	16.0	16.0		16.0	16.0		14.4	11%
REFERRING SOURCE							2.6	-100%
STERLING POLICE DEPARTMENT	14.0	15.0	-7%	14.0	15.0	-7%	13.4	4%
LOGAN COUNTY SHERIFF'S OFFICE							0.4	-100%
DISTRICT COURT								
STATE PATROL/OTHER JURISDICTION								
PARENT/SELF							0.2	-100%
SCHOOL	2.0	1.0	100%	2.0	1.0	100%	1.2	67%

STERLING FIRE DEPARTMENT

JANUARY 2016 MONTH REPORT

CHIEF VOGEL

- Completed annual report
- Attended SRFPD meetings
- Attended E911 meeting
- Led EMS council meeting
- Attended SECC advisory board meeting

STATION

- Fire Attack Training
- PALS Training
- Search and Rescue Training
- Semi-truck fire on I-76

2016 DESCRIPTION	Jan
FIRE	
Total	7
RESCUE & EMERGENCY MEDICAL	
Total	169
HAZARDOUS CONDITION	
Total	5
SERVICE & GOOD INTENT	
Total	11
FALSE ALARMS/FALSE CALLS	
Total	25
SEVERE WEATHER & NATURAL DISASTER	
Total	0
SPECIAL INCIDENT& NOT RECORDED	
Total	3
TOTAL DISPATCHED CALLS	220
AVERAGE RESPONSE TIME	
City	6.00
Rural	8.00
GENERAL ALARMS	
Total General Alarms	1
Average Number of Firefighters	3
BUILDING FIRES	
Total Structure Fires	2
AMBULANCE TRANSFERS	159
TRAINING HOURS	
Fire	227
EMS	58
Total Hours	285
FIRE INSPECTIONS	
Liquor License Inspections	4
Total Inspections	15
HYDRANT INSPECTIONS	

PUBLIC WORKS DEPARTMENT

JANUARY 2016 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of January with a high temperature of 59.0° recorded at the Sterling Municipal Airport on the 28th. Evening temperatures also fluctuated similarly with a low of the month being 5.5° on the morning of the 2nd and an evening low of 25.7° recorded on the 10th. The Sterling Municipal Airport recorded a total precipitation of .13" for the month of January, with a max rain of .08" on the 1.

MONTHLY CLIMATOLOGICAL SUMMARY for JAN. 2016

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	12.2	32.2	3:30p	0.2	7:30a	52.8	0.0	0.00	6.3	19.0	1:00p	SW
2	18.8	41.9	2:30p	5.5	3:30a	46.2	0.0	0.00	4.5	18.0	4:30p	S
3	19.0	39.0	3:30p	7.0	6:00a	46.0	0.0	0.00	2.6	15.0	7:00a	SSW
4	20.4	35.4	2:30p	8.7	8:30a	44.6	0.0	0.00	1.8	13.0	6:00a	WNW
5	20.2	35.0	2:30p	10.2	6:30a	44.8	0.0	0.00	1.2	12.0	8:30a	SW
6	24.1	41.5	4:00p	10.8	3:00a	40.9	0.0	0.00	2.2	15.0	7:30a	S
7	26.1	31.9	6:00p	17.7	1:30a	38.9	0.0	0.00	1.6	11.0	11:30a	NE
8	21.3	24.4	2:30p	13.7	12:00m	43.7	0.0	0.00	5.5	18.0	5:30a	NNE
9	19.3	28.0	2:30p	12.3	10:30p	45.7	0.0	0.00	1.6	10.0	3:30a	NNW
10	13.5	25.7	3:30p	5.9	12:00m	51.5	0.0	0.00	6.5	17.0	7:00a	S
11	22.6	40.6	3:00p	5.8	12:30a	42.4	0.0	0.00	7.8	23.0	4:30p	S
12	20.9	41.5	3:30p	4.7	7:30a	44.1	0.0	0.00	4.9	17.0	10:00a	S
13	25.2	43.6	3:00p	11.2	5:30a	39.8	0.0	0.00	4.5	17.0	12:00p	S
14	31.7	45.6	1:30p	12.1	5:30a	33.3	0.0	0.00	12.3	42.0	9:30a	W
15	31.2	38.2	1:00p	24.7	5:30a	33.8	0.0	0.00	7.4	21.0	10:00a	NW
16	28.5	37.8	2:00p	19.9	6:30a	36.5	0.0	0.00	6.3	24.0	11:00a	WSW
17	17.5	27.0	1:00p	5.4	12:00m	47.5	0.0	0.08	1.8	18.0	1:30a	NE
18	21.2	37.0	12:00m	5.1	2:00a	43.8	0.0	0.00	1.9	18.0	6:00p	SSW
19	35.2	45.0	2:00p	21.0	12:00m	29.8	0.0	0.01	4.4	21.0	6:30a	NW
20	31.4	46.8	2:00p	17.6	3:30a	33.6	0.0	0.00	5.7	22.0	3:30p	WNW
21	33.7	41.4	2:30p	26.1	11:30p	31.3	0.0	0.00	10.5	24.0	10:30a	NW
22	31.5	46.0	3:30p	19.2	5:00a	33.5	0.0	0.00	3.2	13.0	1:00a	S
23	35.4	50.4	3:00p	24.2	6:30a	29.6	0.0	0.00	4.0	17.0	10:00a	S
24	35.9	46.4	2:30p	28.2	3:00a	29.1	0.0	0.00	5.3	28.0	9:00p	SSW
25	34.7	40.0	1:30p	25.4	11:00p	30.3	0.0	0.00	13.9	31.0	2:00a	NW
26	32.7	44.1	4:30p	23.9	8:00a	32.3	0.0	0.00	6.3	21.0	3:30a	W
27	34.5	52.0	3:00p	20.5	7:30a	30.5	0.0	0.00	5.4	27.0	12:00p	SSW
28	37.4	59.0	3:30p	22.5	5:30a	27.6	0.0	0.00	6.4	22.0	1:30p	SSW
29	39.8	54.3	2:30p	25.9	6:00a	25.2	0.0	0.01	9.2	42.0	9:00a	SSW
30	35.5	46.5	1:00p	29.6	12:00m	29.5	0.0	0.00	4.6	25.0	3:00p	SSW
31	32.8	40.7	2:30p	22.0	7:30a	32.2	0.0	0.03	4.8	20.0	10:00a	W
	27.2	59.0	28	0.2	1	1170.8	0.0	0.13	5.3	42.0	14	S

Max >= 90.0: 0
Max <= 32.0: 5
Min <= 32.0: 31
Min <= 0.0: 0
Max Rain: 0.08 ON 01/17/16
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 by approximately 94% with 7 miles being swept throughout the month of January.

The division also expended 11,200 pounds of cold mix in pothole repair, up 37% compared to last year. A 104% increase in resources was expended in repairing dumpsters, 53 throughout the month compared to 26 a year ago.

The division replaced 1 traffic control sign and installed 8 traffic control signs.

There were 463 loads of snow removed from City streets with 45 tons of salt/sand mix material being used in January. The division plowed/sanded 354 miles of City streets.

The sanitation division collected 101 tons of loose trash throughout the month. However, they collected 307 tons of compacted trash. Loose trash collection is up 100% compared to a year ago. Under time and material removals there were 7 tons this month.

	Jan	Jan	Jan	YTD	YTD	YTD	5 yr YTD	5 yr YTD
DESCRIPTION	2016	2015	Change	2016	2015	Change	Avg	Change
STREET MAINTENANCE								
Streets Swept (Blocks)							207	-100%
Streets Swept (Miles)	7	112	-94%	7	112	-94%	43	-85%
Sweeper Water-Dust Control (Gals)	250	2,600	-90%	250	2,600	-90%	4,248	-94%
Flushing Streets (Gals)								
Gravel/ABC-Alleys (Tons)								
Gravel/ABC-Streets (Tons)								
Grading Alleys (Blocks)								
Grading Streets (Blocks)							9	-100%
Grade Parking Lots (Blocks)								
Excavate Sub-base (Cu Yds)							14	-100%
Excavate Asphalt (Tons)								
Excavate Concrete (Tons)								
Structure Backfill (Tons)							103	-100%
Backfill-Pit Run & Yard Stock Dirt (Cu Yds)	46	1	3366%	46	1	3366%	4	1020%
Hot Bituminous Mix (Tons)								
Emulsion/Tack Oil (Gals)								
Cold Mix-Asphalt (Tons)	5			5			0	1223%
Catchbasins - Altosid Briquets								
Catchbasins Cleaned (Each)		144	-100%		144	-100%	56	-100%
Painting-Parking (Gals)								
Painting-Crosswalks (Gals)								
Painting-Curbs (Gals)								
Painting-Symbols (Gals)								
Painting-Lanes(Gals)								
SIGN MAINTENANCE								
Traffic Control-Repair (Each)	2			2			2	11%
Traffic Control-Replace (Each)		1	-100%		1	-100%	5	-100%
Traffic Control-Install (Each)	2	8	-75%	2	8	-75%	3	-33%
Traffic Control-Remove (Each)							2	-100%
Street Name-Repair (Each)								
Street Name-Replace (Each)								
Street Name-Install (Each)								
Delineators-Repair & Replace (Each)								

SNOW/ICE CONTROL								
Snow Removal (Loads)	463	402	15%	463	402	15%	207	124%
Salt/Sand Mix Material (Tons)	45	89	-49%	45	89	-49%	98	-54%
Plowed/Sanded Streets (Miles)	354	445	-20%	354	445	-20%	974	-64%
SANITATION								
Loose Trash/Debris Collection: WO (Tons)	101			101			13	690%
Compacted Trash Collection (Tons)	307	335	-8%	307	335	-8%	335	-8%
Alley Debris/Trash Removal: T & M (Tons)	7	13	-49%	7	13	-49%	4	75%
Yard: Sweepings + Misc Debris (Tons)	30	106	-72%	30	106	-72%	41	-27%
Container Repairs-90 Rollouts (Each)	10	14	-29%	10	14	-29%	6	79%
Container Repairs-Dumpsters (Each)	53	26	104%	53	26	104%	50	5%
Level Dumpsters - Gravel Base Pad							1	-100%
Weed Control-Mowing (Hours)								
Weed Control-Burning (Hours)								
Pest Control-Fogging Operations (Hours)								
MATERIAL PROCESSING								
Haul Materials from Vendor Yard (Tons)	33	198	-83%	33	198	-83%	228	-86%
Haul Materials from Project Site (Cu Yds)	22	9	141%	22	9	141%	57	-61%
Haul Pulverized Asphalt/Millings (Cu Yds)		3	-100%		3	-100%	13	-100%
MISCELLANEOUS								
Haul Rip Rap Materials--Concrete								
Crack Sealing (pounds)	960			960			6,134	-84%
Grading Alleys (Hours)	7			7				
Grading Streets (Hours)								
Grade Parking Lots (Hours)								
Cold Mix Asphalt (Pounds)	11,200	8,184	37%	11,200	8,184	37%	1,864	501%

WATER/SEWER DIVISION

The water division produced 67,130,700 gallons, a 3% increase compared to January a year ago, and a 15% increase in hours logged. Furthermore the division responded to 98 requests for valve, water main, and service line locates throughout the month. The meter reader read 4501 meters resulting in 93 turn-offs for delinquent payment, 0 investigations for zero consumption and 0 investigations for high usage. The division continued the testing regime necessary for the health department regulations, responded to 59 and cleared 59 SCADA alarms at the time of reporting. A list of the break locations, dates, and water loss include:

- 1/9/16 4" Pipe Break 400 block of Elm St Approx 27,000 gallons lost, 2' pipe replaced.
- 1/9/16 4" Pipe Break 400 block of Elm St. 20' service line replaced no appreciable loss.
- 1/17/16 4" Pipe Break Colorado Place Approx 300,000 gallons lost.
- 1/27/16 8" Pipe Break 1200 block N. 5th St. Approx 20,000 gallons lost.
- 1/31/16 6" Pipe Break 200 block Colorado Pl Approx 146,413 gallons lost.

The sewer division responded to 71 requests for locates.

DESCRIPTION	Jan 2016	Jan 2015	Jan Change	YTD 2016	YTD 2015	YTD Change	5 yr YTD Avg	5 yr YTD Change
WATER DISTRIBUTION								
WATER SERVICES INSTALLED (No.)								
Water Services Installed -3/4"	20			20				
Water Service Installed-1"								
Water Service Installed-1 1/2"								
Water Service Installed-2"								
Water Service Installed->2"								
Water Taps Installed (all sizes)								
Water Services Repaired (leak)	4	1	300%	4	1	300%	2	150%
WATER MAINS INSTALLED (Feet) 4"								
Watermain Installed-6"								
Watermain Installed-8"							1	-100%
Watermain Installed-10"								
Watermain Installed->10"								
Watermains Repaired (breaks) No.		6	-100%		6	-100%	3	-100%
WATER MAINS REPLACED (Feet) 4"								
Watermain Replaced-6"								
Watermain Replaced-8"								
Watermain Replaced-10"								
Watermain Replaced->10"								
WATER MAIN VALVES INSTALLED (No.) 4"								
Valves Installed-6"								
Valves Installed-8"								
Valves Installed-10"								
Valves Installed->10"								
Valves Repaired								
Valves Replaced								
Valves Exercised								
Valve Boxes Replaced								
Valves Boxes Repaired								
LOCATES (No.)								
Valves	40	48	-17%	40	48	-17%	74	-46%
Water Mains	24	29	-17%	24	29	-17%	40	-39%
Service Lines	34	42	-19%	34	42	-19%	22	53%
FIRE HYDRANTS (No.)								
Fire Hydrants Installed								
Fire Hydrants Repaired							1	-100%
Fire Hydrants Replaced								
Fire Hydrants Inspected								
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)							6	-100%
METER SECTION								
METERS (No.)								

Meters Read	4,501	4,863	-7%	4,501	4,863	-7%	4,442	1%
Meter Turn-offs (for repair)	28	28		28	28		15	82%
Meter Turn-offs (delinquent)	93	21	343%	93	21	343%	75	25%
Meter Turn-ons (all)	77	98	-21%	77	98	-21%	95	-19%
Mter Final Readings (closing)	15			15				
METER MAINTENANCE (No.)								
Meters Repaired - In House							0	-100%
Meters Repaired - In Field								
Meters Repaired - Manufacturer								
METER INVESTIGATIONS (No.)							13	-100%
Zero Consumption							19	-100%
High Usage		4	-100%		4	-100%	1	-100%
Leaking in Meter Pit	7	8	-13%	7	8	-13%	2	338%
METER PIT MAINTENANCE (No.)								
Curb Stops Repaired								
Meter Pit Lids Replaced	4			4				
Meter Pit Frames Replaced								
METER PIT INSTALLATION (No.)								
Meter Pits Installed								
Mter Pit Covers Installed								
MISCELLANEOUS - OTHER (No.)								
Frozen Services/ Meter	1			1			15	-93%
Frost Plate Replaced	6			6			15	-61%
Pressure Check	1							
OPERATIONS SECTION							263	-100%
WELL METERS (No.)							362	-100%
Well Meters Read	17	15	13%	17	15	13%	3	467%
Park Meters Read	17	13	31%	17	13	31%	3	554%
WELL HOUSE MAINTENANCE (No.)								
Motors Checked		71	-100%		71	-100%	14	-100%
Well Building Security Checked		71	-100%		71	-100%	14	-100%
WELL MAINTENANCE (No.)							37	-100%
Well GPM Check								
Well Check for Sand							37	-100%
Well Static Level							37	-100%
Well Draw Down							37	-100%
Well Air Check		6	-100%		6	-100%	37	-100%
GROUND STORAGE TANKS (No.)							37	-100%
7.5 MG Tank Checked	19	26	-27%	19	26	-27%	5	265%
7.5 MG Tank Level Checked	19	26	-27%	19	26	-27%	67	-72%
2.0 MG Tank Checked	19	26	-27%	19	26	-27%	67	-72%
2.0 MG Tank Level Checked	19	26	-27%	19	26	-27%	67	-72%
Security Checks	38	52	-27%	38	52	-27%	72	-47%
ELEVATED STORAGE TANKS (No.)							99	-100%
0.25 MG North Checked	94	94		94	94		19	400%
0.25 MG North Level Checked	94	94		94	94		21	348%
0.25 MG South Checked	94	94		94	94		19	400%
0.25 MG South Level Checked	94	94		94	94		78	21%
Security Checks	188	188		188	188		45	316%

WATER QUALITY TESTING (No.)							1	-100%
Well Samples Taken								
Distribution Samples Taken							37	-100%
Chlorine Samples Taken	15	19	-21%	15	19	-21%	39	-62%
Bacterialogical Samples Taken	15	19	-21%	15	19	-21%	4	295%
Other - Samples taken	4			4			4	-9%
SCADA SYSTEM (No.)							4	-100%
SCADA Alarms	59	150	-61%	59	150	-61%	30	97%
SCADA Alarms Cleared	59	150	-61%	59	150	-61%	30	97%
DISINFECTION (No.)							1,645	-100%
Chlorine Bottles Picked Up							47,687	-100%
Chlorine Bottles Returned								
POTABLE WELLS								
WELLS PUMPED								
Hours	2,468	2,146	15%	2,468	2,146	15%	437	465%
Gallons	67,131	68,998	-3%	67,131	68,998	-3%	13,841	385%

DESCRIPTION	Jan 2016	Jan 2015	Jan Change	YTD 2016	YTD 2015	YTD Change	5 yr YTD Avg	5 yr YTD Change
Monthly Water Demand Record								
Sterling WTP								
Monthly Total Demand (MG)	59	57	4%	59	57	4%	32	88%
Average Daily Demand (MG)	2	2	4%	2	2	4%	1	88%
Maximum Daily Demand (MG)	2	2	-1%	2	2	-1%	1	91%
Minimum Daily Demand (MG)	2	2	-1%	2	2	-1%	1	79%
Monthly Total FW Production (MG)	59	57	5%	59	57	5%	31	90%
Average Daily FW Production (MG)	2	2	5%	2	2	5%	1	90%
Maximum Daily FW Production (MG)	2	2	-12%	2	2	-12%	1	61%
Minimum Daily FW Production (MG)	1	1	13%	1	1	13%	1	91%

DESCRIPTION	Jan 2016	Jan 2015	Jan Change	YTD 2016	YTD 2015	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.)								
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"								
Sewer Lines Cleaned (Ft.) 6"							85	-100%
Sewer Lines Cleaned (Ft.) 8"	500			500			85	488%
Sewer Lines Cleaned (Ft.) 10"							420	-100%
Sewer Lines Cleaned (Ft.) 12" & larger							200	-100%
Sewer Lines Repaired (Ft.)								
Sewer Lines Repaired (Ft.) 6"								
Sewer Lines Repaired (Ft.) 8"								
Sewer Lines Repaired (Ft.) 10"	600			600				
Sewer Lines Repaired (Ft.) 12" & larger	1,800			1,800				
Sanitary Tap Locates (No.)	14	16	-13%	14	16	-13%	21	-35%
Sanitary Line Locates (No.)	22	18	22%	22	18	22%	42	-47%
Sanitary Manhole Locates (No.)	35	33	6%	35	33	6%	71	-50%
Sanitary Manholes Constructed (No.)								
Sanitary Manholes Inspected (No.)	14			14				
Sanitary Manholes Repaired (No.)								
Sanitary Manholes Raised (No.)								
Sanitary Manholes Lowered (No.)								
Lift Stations Checked (No.)								
Lift Stations Cleaned/Washed (No.)							4	-100%
Lift Stations Repaired (No.)								
Lift Station Alarms (No.)								
MISCELLANEOUS-OTHER								
Sewer Lines Televised (Ft.) all sizes							12	-100%
Sewer Service Lines Televised (No)							0	-100%
Sewer Service Taps Televised (No)							0	-100%
Sewer Service Lines Replaced (No)							0	-100%
Sewer Service Taps Replaced (No)							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.)								
Catchbasins Constructed (No.)								
Catchbasins Inspected (No.)								
Catchbasins Repaired (No.)								
Catchbasins Replaced (No.)								
Catchbasins Cleaned (No.)								
Storm Sewer Line Locates (No.)	20	7	186%	20	7	186%	32	-37%
Storm Sewer Manhole Locates (No.)	20	10	100%	20	10	100%	56	-64%
Call Customer by Phone								

AIRPORT DIVISION

The airport division witnessed 167 operations during the month of January. Throughout the month this division sold 1,860 gallons of fuel, which is a 31% increase from January 2015.

DESCRIPTION	Jan 2016	Jan 2015	Jan Change	YTD 2016	YTD 2015	YTD Change	5 yr YTD Avg	5 yr YTD Change
OPERATIONS BY A/C TYPE								
A/C Single Engine	123	70	76%	123	70	76%	99	24%
A/C Multi Engine	22	10	120%	22	10	120%	11	93%
Helicopter	6	8	-25%	6	8	-25%	18	-67%
TurboProp	10	26	-62%	10	26	-62%	31	-68%
Jets	6			6				
TOTAL OPERATIONS	167	114	46%	167	114	46%	160	5%
AVIATION FUEL DISPENSATION								
Avgas (Gals.)	694	618	12%	694	618	12%	848	-18%
Jet-A (Gals.)	1,166	805	45%	1,166	805	45%	1,801	-35%
TOTAL FUEL	1,860	1,423	31%	1,860	1,423	31%	2,649	-30%

CODE ENFORCEMENT DIVISION

There were zero permits issued for new residential work with no construction value in the month of January. There were 10 permits for residential additions/alterations with a construction value of $72,485.00. There were zero permits issued for new non-residential work with no construction value in the month of January. Furthermore there were 5 permits for non-residential additions and/or alterations with a construction value of $114,670.00. For summation of the month there was a total of 15 building permits issued with a fee structure of $6,396; 0 demo permit with a fee structure of $0; 0 fence permits with a fee structure of $0; 1 mechanical

permits with a fee structure of $24; 1 sign permits with a fee structure of $20; 0 excavation permit with a fee structure of $0, 0 manufactured home hookup permits with a fee structure of $0 and 1 miscellaneous permits and/or approvals issued with a fee structure of $25.00. Throughout January, there were 18 permits and/or approvals issued with a 29% increase in permits issued compared to a year ago. The fee structure is $6,465.00, a 65% increase compared to a year ago.

DESCRIPTION	Jan 2016	Jan 2015	Jan Change	YTD 2016	YTD 2015	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	9	2	350%	9	2	350%	7	25%
Value	53,536	34,000	57%	53,536	34,000	57%	32,257	66%
Residential Garages/Carports 438								
Permits	1			1			1	67%
Value	18,949			18,949			9,636	97%
TOTALS - RES. ADD/ALTERATIONS								
Permits	10	2	400%	10	2	400%	8	28%
Value	72,485	34,000	113%	72,485	34,000	113%	41,893	73%
NEW NONRESIDENTIAL								
Amusement & Recreation 318								
Permits	1	1			1	-100%	0	-100%
Value	114,670	28,580	301%		28,580	-100%	5,716	-100%
Churches & Religious 319								
Permits								
Value								
Industrial Buildings 320								
Permits								
Value								
Auto Service & Repair 322								
Permits								
Value								
Hospitals & Institutions 323								
Permits								
Value								
Offices 324								
Permits							0	-100%
Value							384,920	-100%
Schools & Education 326								
Permits								
Value								
Commercial Buildings (Retail) 327								
Permits								
Value								
Public Works & Utilities 325								
Permits								
Value								
Other Buildings 328								
Permits							0	-100%
Value							5,395	-100%
Structures 329								
Permits		1	-100%		1	-100%	0	-100%
Value		20,000	-100%		20,000	-100%	4,000	-100%
TOTALS - NEW NONRESIDENTIAL								
Permits		2	-100%	1	2	-50%	1	25%
Value		48,580	-100%		48,580	-100%	400,031	-100%
NONRESIDENTIAL ADD/ALTERATIONS								
Nonresidential Add/Alterations 437								
Permits	1	1		1	1		3	-69%
Value	114,670	40,000	187%	114,670	40,000	187%	82,717	39%
DEMOLITIONS								

Single-Family 645								
Two-Family 646								
Three & Four Family 647								
Five or More Family 648								
Others 649								
PERMITS AND FEES								
Building								
Permits	15	5	200%	15	5	200%	12	27%
Fees	6,396	3,517	82%	6,396	3,517	82%	12,998	-51%
Demolitions								
Permits		1	-100%		1	-100%	0	-100%
Fees		25	-100%		25	-100%	5	-100%
Fence								
Permits							1	-100%
Fees							24	-100%
Mechanical								
Permits	1	3	-67%	1	3	-67%	4	-76%
Fees	24	100	-76%	24	100	-76%	137	-83%
Sign								
Permits	1	2	-50%	1	2	-50%	1	-17%
Fees	20	40	-50%	20	40	-50%	24	-17%
Excavation								
Permits		1	-100%		1	-100%	2	-100%
Fees		30	-100%		30	-100%	30	-100%
Manufactured Home Hookups								
Permits							1	-100%
Fees							45	-100%
Miscellaneous								
Permits	1	2	-50%	1	2	-50%	11	-91%
Fees	25	212	-88%	25	212	-88%	1,811	-99%
TOTALS - PERMITS AND FEES								
Permits	18	14	29%	18	14	29%	32	-44%
Fees	6,465	3,924	65%	6,465	3,924	65%	15,075	-57%
Nuisance Violations								
Vehicle Violations	5	16	-69%	5	16	-69%	32	-84%
Grass/weed Violations							1	-100%
Miscellaneous Violations	103	145	-29%	103	145	-29%	136	-24%
Totals-Nuisance Violations	108	161	-33%	108	161	-33%	168	-36%

PARKS, LIBRARY AND RECREATION DEPARTMENT

JANUARY 2016 MONTHLY REPORT

2016	Facility Rentals	Picnic Tables	Bench	Bench $	Pavilion Rentals	Pavilion $
January	0	0	0	$ -	0	$ -
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
YTD	0	0	0	$ -	0	$0.00

2016	Tree Plant Program	$ -	Tree Removal Program	$ -
January	0	$0.00	0	$0.00
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				
YTD	0	$0.00	0	$0.00

PARKS, CEMETERY, AND FORESTRY

Parks – Parks department has been busy this month assisting other departments with various task. Helping the street Department with snow duties along with their own responsibilities with

snow. The ditch at Pioneer Park was opened up. Now the water should flow without restrictions to the main canal. Keeping the creek from flooding into the park.

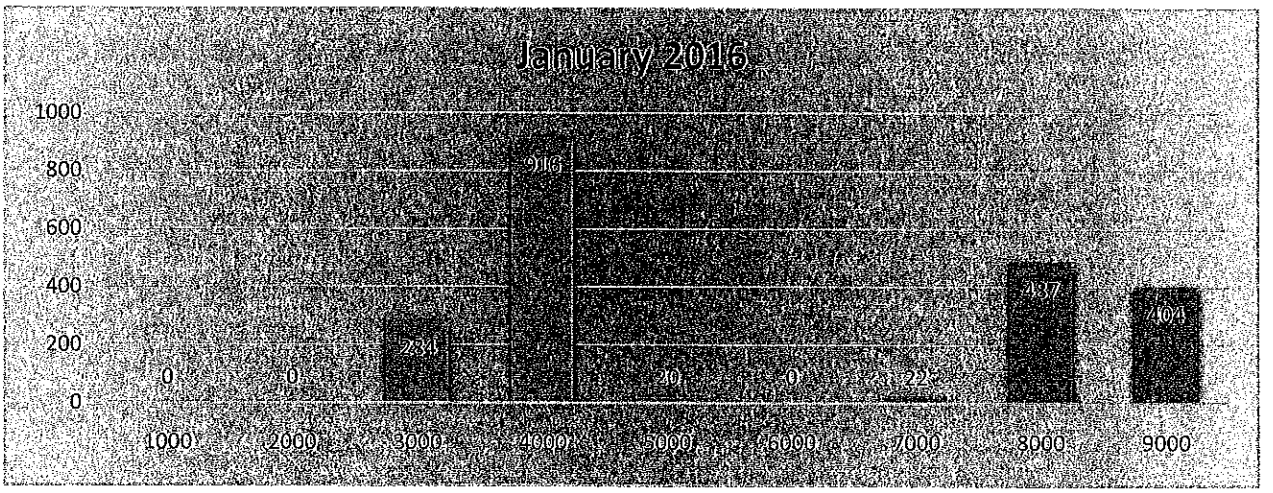
Cemetery – There were twelve (12) opening and closings, nine (9) full burial and three (3) cremains. There were a total of eighty-nine (89) graves repaired this month. Routine maintenance is being taken care of as needed. Graves are being leveled when weather permits. Proper retraining of employees is ongoing.

Forestry – The foresters completed five (5) action requests, trimmed two (2) trees and removed seven (7) trees. They picked up zero (0) fallen branches. They removed seven (7) tree stumps in the month. They have hauled zero (0) loads to the landfill. They chipped zero (0) loads of trees. They replace zero (0) lights. Although the forestry numbers are down, they have been very busy assisting the parks and streets with various projects.

Ongoing PCF projects:

- Perform all routine maintenance activities, action requests and stump grinding as necessary.
- Performing routine maintenance in restrooms.
- Adding tree rings to parks.
- Construction on the dog park, still fine tuning.
- Culverts in Pioneer Park.
- Sign maintenance.

January DESCRIPTION	Jan 2016	Jan 2015	Jan Change
PARKS			
Pavilion Reservations	0	0	0
Facility Reservations	0	0	0
Turf Maintenance	0	3	-3
Flower Bed Maintenance	0	0	0
Structure/Facility/Equipment Maintenance	916	810	106.5
Playground Maintenance	20	6	14
Ballfield Maintenance	0	0	0
Irrigation Maintenance	22	0	22
CEMETERY			
Opening/Closing	12	16	-4
Cremains - Openings/Closing	3	3	0
Spaces sold	15	5	10
Niches sold	15	2	13
Graves repaired/raised	89	120	-31
FORESTRY			
Action requests completed	5	0	5
Trees trimmed	2	10	-8
Trees removed	7	5	2
Trees Planted	0	0	0
Stumps removed	7	15	-8



(Vertical Access depicts hours, Horizontal Access depicts work codes 1000-Turf Maintenance, 2000-Flower Bed Maintenance, 3000-Tree Maintenance, 4000-Structure/Facility Equipment Maintenance, 5000-Playground Maintenance, 6000-Ballfield Maintenance, 7000-Irrigation Maintenance, 8000-Cemetery Operations, 9000-Other Time)

RECREATION DIVISION

RECREATION DIVISION

TEEN/ADULT DODGEBALL PROGRAM: There are 8 teams competing in the open division which was the same number of teams as last year. There are 82 participants in the program so far this year where there were 103 participants last year. Total participant and spectator visits on Tuesday evenings accounted for approximately 1,276 visits to the Sterling Middle School in January, 2016.

Teams officiate their own games with Gym Supervisors ruling if they cannot agree. The program appears to be very successful and participants seem to be having a real positive and fun experience. The program provides employment for approximately 2 adult gym supervisors.

YOUTH BASKETBALL:This year, there are 69 teams and 506 participants in the Youth Basketball program. This is down 9 teams and down 57 participants from 2015. There are 302 boys and 204 girls participating. Attendance for January games, including players, coaches, parents and other spectators totaled approximately 9,472 visits to the Sterling High School; Wally Post and Tiger Den, the Sterling Middle School, Saint Anthony's and the N.J.C. Event Center where the games are played.

There are three other opportunities in Northeastern Colorado for youth to play in competitive basketball leagues. Our youth basketball leagues are recreational. We do lose many of our competitive players in Sterling to those leagues. They are NECO, Highway 34, and a new league out of Sidney, NE this year - Power To Play.

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 6 teams in the Youth Basketball program, 41 are from out of town and 28 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 six weeks the program is conducted.

The Youth Basketball program provides employment for approximately 26 youth officials, 11 youth scorekeepers and 8 adults that are our gym supervisors.

ADULT BASKETBALL: There are 20 teams participating in the City Adult Basketball Leagues in 2016, which is 4 less teams than there was in 2015. There are 198 participants in the program which is 53 less participants than there were in 2015. Adult Basketball games are played Monday and Thursday evenings at the Sterling Middle School, N.J.C. Events Center and St Anthony's. League play runs for six weeks then a double elimination tournament takes place. The winning team receives a plaque and 10 T-shirts.

The second year in a row, we conducted an Adult Basketball clinic, which was put on by Bob Knudson. Bob is a CHSAA Certified official and knows the game. Officials learned how to work with adult participants and how to keep control of the games. It was well organized and very informative for our officials.

The Adult Basketball program provides employment for approximately 18 adult officials, 7 adult scorekeepers and 4 adult gym supervisors.

ADULT VOLLEYBALL:In January 2016, Spring Adult Volleyball league press releases, information, and participant mailings were prepared and sent out. The Registration deadline is Feb. 17, 2016.

RACQUETBALL & WALLYBALL LEAGUES: In January 2016, the Winter Racquetball and Wallyball league information was sent out and registrations are currently being taken. Press releases, participant mailings, employees personally promoting the leagues, and flyers around the Recreation Center are all used to draw participants into the leagues. The Registration deadline is Feb. 17, 2016.

RECREATION CENTER

OVERALL ADMISSIONS: In January, 2015 there were 2,799 total admissions to the Sterling Recreation Center. In January, 2014, there were 2,666 total admissions. It is up 133 total admissions from January, 2015. The increase averages out to be approximately 4 more people a day coming into the Sterling Recreation Center.

Total paid admissions in January, 2016 do not include people that used the Sterling Recreation Center free due to Intergovernmental Agreements. These consisted of: 341 P.E. students from RE-1 schools, another 50 home school students, and the Sterling Fire Department and Logan County Dive team had 7 admissions where the main divers used the indoor pool, on three different days, for training.

CHILD ADMISSIONS: There were a total of 103 Child Admissions to the Recreation Center in January, 2016. This is up 34 Child Admissions from January, 2015.

YOUTH ADMISSIONS:There were a total of 602 Youth Admissions to the Recreation Center in January, 2016. This is up 6 Youth Admissions from January, 2015.

SENIOR ADMISSIONS: There were a total of 337 Senior Admissions to the Recreation Center in January, 2016. This is down 36 Senior Admissions from January, 2015.

ADULT ADMISSIONS: There were a total of 1,016 Adult Admissions to the Recreation Center in January, 2016. This is down 126 Adult Admissions from January, 2015.

YEARLY ADMISSIONS: There were 589 Yearly Pass Admissions to the Recreation Center in January, 2016. This is up 184 Yearly Pass Admissions from January, 2015. The majority of the January, 2015 overall admission increase came from the Yearly Pass category.

AQUA AEROBICS CLASSES:There were 53patrons attending aqua aerobics classes in January, 2016. This is down 26 admissions from January, 2015. January weather was very cold and few senior Aqua Aerobics participants used the pool.

Many of the morning Aqua Aerobics class members have been attending the class for decades. In fact, my sister Colleen Bixby, lead the same exact participants when she was a lifeguard here in high school 30 years ago! The class members are aging and the class size does not increase. We train our Head Lifeguards to lead the morning Aqua Aerobics class M, W, & F, and teach it exactly as the class members want it done. The same, click track cassette music, has been used to work out to for years.

January Description	Jan 2016	Jan 2015	Jan Change
Winter			
Santa at the City	0	0	0
Open Gym Participants	109	0	109
Denver Nuggets Basketball Skills Challenge	21	8	13
Adult Basketball Teams	20	24	-4
Adult Basketball Participants	396	400	-4
Adult Basketball Spectators	880	400	480
Youth Basketball Teams	69	78	-9
Youth Basketball Participants	1792	2310	-518
Youth Basketball Spectators	7680	9900	-2220
Dodgeball Teams	8	8	0
Dodgeball Participants	80	288	-208
Dodgeball Spectators	160	240	-80

LIBRARY

The patron count for Sterling Public Library from Jan. 1 through Jan. 31, 2016 was 3,100.

The library had 10 Community Servants for a total of 107.5 hours of community service. Nine volunteers worked 48 hours. Two CWEP participants worked 35 hours. Total volunteer hours for the month of January were 190.5.

Sterling Public Library made 187 interlibrary loan requests of other libraries and received 136 items. Other libraries made 204 interlibrary loan requests and Sterling Public Library loaned 182 items. Lending libraries were unable to fill 26 requests and Sterling Public Library was unable to fill 22 requests. Total interlibrary loan requests were 391 and 318 items were circulated.

Literacy hours were not available for January and will be reported next month.

Crafty Characters was held on January 4th with 6 kids and 4 adults attending. The kids made shaving cream snowmen.

This year the library will have Miscellaneous Mondays where the kids can enjoy a variety of programs at different times on Mondays. Our first program was Ice, Ice Baby on Jan. 18th. There were four kids and four adults attending the program. The kids listened to stories and painted pictures with ice.

The library provided Pan for the Saturday Kids Movie on Jan. 16th. There were 17 kids and 5 adults who enjoyed the movie.

The library has started a new program titled Brown Bag Lunch at the library. It will be held the third Monday of each month at 12:10p.m. Each month a new topic will be explored. Travis Davis provided the first program on Home Fire Safety. Eight people attended.

PROJECT UPDATE:

Computer use is changing with more people using wireless at the library. The network has been upgraded and secured with a password. There were one thousand two hundred fifty seven uses of the computers.

There were 94 children who called Dial-a-Story during January. Vickie Wettstein, Pam Kentfield, Tricia Ketchum and Connie Chambers read stories during the month. The stories can be heard by calling 522-6808

Parents continue to register their children for 1000 Books Before Kindergarten. As of January 31, 2016 there were 290 registered children. One hundred nine have read at least 100 books and 31 have completed the program reading 1000 books.

DESCRIPTION	Jan 2016	Jan 2015	Jan Change	YTD 2016	YTD 2015	YTD Change	5 yr YTD Avg	5 yr YTD Change
Books Checked Out	6,507	6,716	-3%	6,507	6,716	-3%	7,717	-16%
Digital media								
Overdrive checkouts	1,081	865	25%	1,081	865	25%	610	77%
e-magazines	23			23				
Music downloads	114	56	104%	114	56	104%	19	500%
Music streaming	116	209	-44%	116	209	-44%	42	178%
In-house Circulation	54	212	-75%	54	212	-75%	509	-89%

Volunteer Hours	48	44	9%	48	44	9%	29	66%
Story Time Attendance	145	94	54%	145	94	54%	88	65%
Summer Reading Program								
Reference Questions	337	326	3%	337	326	3%	733	-54%
Books Placed on Hold	271	263	3%	271	263	3%	521	-48%
Inter-Library Loans								
Borrowed requests	187	131	43%	187	131	43%	199	-6%
Loaned requests	204	182	12%	204	182	12%	225	-9%
Total	391	313	25%	391	313	25%	424	-8%
Library Meeting Room Use	39	23	70%	39	23	70%	24	60%
Patrons Using Facility	3,100	3,249	-5%	3,100	3,249	-5%	4,000	-23%
Hours Tutoring		119	-100%		119	-100%	100	-100%
Internet use	1,257	1,111	13%	1,257	1,111	13%	1,370	-8%

OVERLAND TRAIL MUSEUM

The Overland Trail Museum had 148 visitors during the month of January from 9 states.

The final program of 2015 took place on December 31 and was "A Step Back in Time – 1974". The program was full with 27 in attendance. The first Family Fun Saturday took place on January 2 with 13 children attending. Staff has been busy with several large projects, the first being the removal of all of the Christmas decorations. This process takes the full month of January and this year will go into February. By the end of the month about 75% of the decorations have been removed.

Staff is working on moving exhibits and installing a new military exhibit. The military exhibit will be accompanied by a travelling Civil War exhibit which consists of three large silk panels. This exhibit will be a semi-permanent exhibit of military artifacts and photos from the Civil war through current wars.

The first addition room has undergone a lot of changes with the military artifacts being moved out and more women's clothing and other textiles taking its place. This has also made room to display more of the museum's collections of quilts and wedding dresses.

The museum is holding a History Café "winter series" which will take place on the third Thursdays of January, February and March. The January topic was "Ancient People of the Plains". The February topic will be the Japanese Immigrants.

Chelsea Taylor was promoted from part time Museum Assistant to full time Museum Associate. Kay spent one full day (Monday) training Gwen and Chelsea on accessioning items and basic collections care. This is a process that involves assigning each donated item an individual accession number, making card catalog entries and computer catalog entries as well as descriptions and photos of each donated item. Chelsea and Gwen will be working together to update PastPerfect and will continue working on updating the collections files.

Perry and Kay have both been on the two local radio stations promoting museum programs. Perry has also been working on the new school brochure which will go out in February.
Kay met with Wade, the City Manager and the City Attorney to update the Donation process. The City will be using the same donation form for all donated items.

Museum Projects

• Military Exhibit	In progress
• 1st Addition exhibit	In progress
• Christmas decoration removal	In Progress
• Oral History project	In Progress
• Collections storage cleaning	In progress
• Accessioning artifacts	Ongoing project
• Archiving obits & anniversaries	Ongoing project
• Cleaning buildings & artifacts	Ongoing
• Tannery	In progress
• Archive room	In progress
• Research Room	Plans progressing
• Reorganization of photo archives	In progress
• Concrete work (gutters & sidewalks)	On hold