

STERLING

A Colorado Treasure

MONTHLY REPORTS

July 2012

CITY MANAGER

JULY 2012 MONTHLY REPORT

City Manager:

City Manager Kiolbasa attended the following:

- Conference call regarding banners on Xcel poles;
- Game & Fish meeting at Ramada Inn;
- Visited Brighton and East Cherry Creek Treatment plants;
- Attended RCDI meeting;
- Meeting with Ron Clark regarding Buffalo Hills;
- Employee's appreciation celebration; and
- Meeting with CAB representative regarding monument sign.

Executive Secretary:

Executive Secretary Bornhoft continues to do the packets for Council. There was one amplified music letter written for the City Manager's signature. The Executive Secretary is responsible for the collection and formatting of the monthly reports, placing the same on the web site and then scanning them into the Laser Fiche.

Connie is also responsible for the employee newsletter and works on the web site committee. She attends the administrative staff meetings and prepares the minutes. Connie helped cover telephones in the Personnel/HR Department.

Emergency Management Coordinator (EMC):

MEETINGS ATTENDED

Northeast Colorado Emergency Managers (NCEM) Group

The July 2012 NCEM meeting was held in Fort Morgan, CO. Items discussed were:

- The Colorado Division of Emergency Management has been moved from DOLA to CDPS. We discussed the new organization charts and chain of command, reporting requirements and new contact information.
- We held a group round table discussion of Emergency Managers on procedures and protocols during disasters and emergency incidents.
- We had agency reports from all county emergency managers and participating NCEM agencies.

Next Generation 911 (NG911) Statewide Steering Committee

Along with Logan Co. E911 Authority Chairman, EMC Owens attended a State Steering Committee meeting for the NG911 project in Steamboat Springs, CO. We discussed statewide governance organization for the system and different funding options.

Logan County ESF8 Committee (Hospitals, Public Health and Coroners)

The Logan County ESF8 Group held two meetings in July. There will be no August meeting. Agencies attending were; Sterling Regional Med Center, NE-RETAC, Logan County Coroner, Centennial Mental Health, Sterling Emergency Communications Center and Logan Emergency Manager.

Items discussed were:

- Agreeing incorporate the Health Care Coalition requirements into the ES8 group instead of having two groups duplicating work.
- Discussed developing a tabletop exercise for ESF8 agencies in 2013.
- Review of the agency contact list and adding some contacts in the Emergency Operations Plan.
- The need for developing a set of by-laws for the group.

- Discuss Mass Casualty communications during incidents.
- Discuss uniform Mass Casualty trigger points and when and how to announce a Mass Casualty incident.
- Functional Needs populations in disasters.

Logan County E911 Authority

The EMC met with the Logan County E911 Authority Chairman Stan Kaiser to discuss future projects and funding. We discussed developing a new CAD system in dispatch, what equipment will not be compatible with the new NG911 equipment and the 2013 E911 Budget.

RE1 School District Safety Committee

Bob attended the July Safety Committee meeting in Sterling. Items discussed were:

- The newly developed reunification plan and how and when it should be distributed.
- Emergency planning and procedures for the different schools.
- The upcoming active shooter presentation and full scale and tabletop reunification exercises.

F.E.Warren AFB

EMC Owens met with Sgt. Bergh from Warren AFB in Cheyenne, WY reference hazmat planning in Logan County and the City of Sterling. He compiled a list of local facilities from our SARA Tier II information that store or use hazardous materials that may create a toxic plume of gas.

RESPONSES

There were several severe spring storms including thunderstorm and tornado warnings in the county in July.

The EMC monitored the storms on radar and NOAA radio and made notification entries into WebEOC and social media.

TRAINING

RE1 Schools Safety Committee

Bob attended three exercise design and planning sub-committee meetings for the RE1 Schools in July. The multi-agency committee has developed a parent / student reunification after evacuation plan for all of the schools in the District. We will sponsor a

presentation on an active shooter in the school in August, followed by a presentation from our group on how to use the plan. We will go to all six schools in the district to give the presentation to their staff. A full-scale exercise will be held on September 19, 2012 to test the plan.

OTHER OEM ACTIVITIES

- EMC Owens worked with Cheyenne County NE Office of Emergency Management on developing a system of radio interoperability between CO and NE during emergency incidents.
- Bob completed all of the June, 2012 E911 Authority deposits, check writing and bookkeeping ledgers and spreadsheets.
- The EMC made a presentation to the Sterling City Council on an overview of the Office of Emergency Management and current and upcoming projects.
- EMC Owens completed a report on all of the 3rd Quarter EMPG grant requirements and deliverables.
- Bob was a guest on the KSTC Cross Talk radio show in July. I talked about emergency planning and preparedness for older citizens.
- EMC Owens worked on the 2011 and 2012 DHS grants. The 2011 projects have not been completed by the vendor and are past due. I contacted both the vendor and the regional grant coordinator to work out the issues.
- Bob met with Logan County Finance Department reference the 2013 E911 budget and spreadsheets.
- The EMC completed organizing and filing the SARA Tier II reports for Logan County.

Emergency Communications Center:

- Communications Center handled 2,122 calls for service during the month of July 2012, a 10 percent increase from the 1,937 calls received in July 2011.
- Sterling Police Department handled 1,126 calls for service in July 2012, an increase of 16 percent compared to 970 calls for service received in July 2011.
- Logan County Sheriff's Office received 790 calls for service in July 2012, a three percent increase compared to 765 calls for service received in July 2011.
- Crook Fire Department received 14 calls for service in July 2012, compared to 5 calls for service in July 2011.
- Fleming Fire received nine calls for service in July 2012, compared to four calls for service in July 2011.
- Merino Fire handled eight calls for service in July 2012 compared to five calls for service in July 2011.
- Peetz Fire handled seven calls for service in July 2012, compared to five calls for service in July 2011.
- Sterling Fire handled 182 calls for service in July 2012, an increase of 38 percent compared to 132 calls for service July 2011.

DESCRIPTION	July 2012	July 2011	July Change	YTD 2012	YTD 2011	YTD Change
ACTIVITIES						
CALLS for SERVICE						
STERLING DISPATCH	2,122	1,937	10%	14,526	13,350	9%
CITY OF STERLING	1,126	970	16%	7,407	6,595	12%
LOGAN COUNTY	790	765	3%	5,790	5,270	10%
STERLING FIRE 07530	182	132	38%	1,207	863	40%
CROOK FIRE 07505	14	5	180%	63	46	37%
FLEMING FIRE 07515	9	4	125%	50	40	25%
MERINO FIRE 07522	8	5	60%	85	51	67%
PEETZ FIRE 07525	7	5	40%	41	23	78%

Information Technology Specialist (ITS):

Daily backup of all servers, Finance & Police Systems and routine user and file security maintenance continues. The Police AS400 was down for repairs to replace three fans that were failing.

The City lost two hard drives and a controller at the Library Server that required some reinstallation and connection of computers, and programs. The hardware needed was on warranty for that server. At the same time, we lost a hard drive in the ImageNT server and a hard drive in the Mobile1 server along with AC in the server room. The Library also had some HVAC issues. Mary Ann is not sure if there was a power issue that caused these problems.

ITS Anderson took several computers in for repair, answered calls for program and connection issues and some telephone problems. She continues setting up new computer replacements.

The ITS received approval to try out a new Internet filter appliance from McAfee.

Mary Ann attended a SWellness meeting and made flyers and arrangements for the next SWellness events and City Health Fair that will be October 3.

CITY ATTORNEY

JULY 2012 MONTHLY REPORT

MEETINGS:

The City Attorney attends City Council meetings and work sessions, Staff meetings, Planning Commission meetings, and various other meetings as needed, including meetings with department directors and other personnel. The City Attorney also attends miscellaneous meetings with the City Manager and individuals. The City Attorney met with the City Manager, Finance Director, and the City's auditor regarding excess FPPA funds; and the City Manager and Fire Chief. The City Attorney also attended conferences regarding the recent Xcel prohibition of banners on light poles. The Deputy City Attorneys attend meetings as required for their respective positions.

The paralegal attends staff meetings, Swellness presentations, and secretarial meetings when there is training. The paralegal also took minutes at a staff meeting this month.

DOCUMENT PREPARATION:

Prepared agendas and packets for City Attorney's submission to City Council Meetings. The paralegal covered for the City Manager's office and prepared Council packets for one of the regular meetings this month.

Prepared the following Resolutions:

Resolution No. 7-1-12, Series of 2012 – A Resolution before the City of Sterling, Logan County, Colorado approving an Agreement between the City of Sterling and the State of Colorado for the use and benefit of the Colorado Department of Transportation (CDOT) setting aside a previous agreement and funds for certain improvements, and revising the purpose and use of said funds for construction of pedestrian improvements and a new water line replacing the existing water line under SH14 or West Main Street.

Resolution No. 7-2-12, Series of 2012 – A Resolution before the City of Sterling, Logan County, Colorado approving an Agreement for Consultant Services – City of Sterling Comprehensive Plan update.

Resolution No. 7-3-12, Series of 2012 – A Resolution before the City of Sterling, Logan County, Colorado approving a License Agreement with Kentec Communications, Inc. for installation of fiber optic cable through water line casings.

Resolution No. 7-4-12, Series of 2012 – A Resolution before the City of Sterling, Logan County, Colorado approving an Agreement for transfer of entitlements for the fiscal year 2012 with the Department of Transportation Federal Aviation Administration.

Prepared the following Ordinances:

Ordinance No. 5, Series of 2012 – An Ordinance approving an easement on City-owned property for the benefit of adjoining property concerning the relocation of an existing loading dock.

Other Documents:

This office completed preparation of an easement agreement regarding a loading dock, a fiber optic license agreement, and a fiber optic easement agreement. This office worked on finalization of a Contract with McCool Development Solutions regarding the City's Comprehensive Master Plan update.

MUNICIPAL COURT:

The Deputy City Attorney did not prosecute any trials this month. Two deferred judgment stipulations were processed and four Defendants changed their plea to guilty prior to trial. This office prepares Court documents, including miscellaneous pleadings such as guilty pleas and stipulations, various subpoenas, memos to the Police Department and Humane Society regarding trials, trial schedules, motions, jury instructions when needed, and correspondence and discovery letters. Court files are copied and Police Department, Humane Society, and attorney files are prepared for trial.

LIQUOR LICENSING:

This office processed three liquor license renewal applications.

This office researched a wine tasting issue and discussed and obtained the opinion of the State liquor licensing supervisor, after it came to the attention of this office through an ad in a local newspaper.

This office researched a question on an optional premises license for a new liquor license applicant.

MISCELLANEOUS:

This office prepared a letter to Farm Bureau Insurance submitting a claim for damages to a City vehicle.

The City Attorney staff made onsite visits to the airport and the fire department, to meet employees in the field and tour working sites.

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.

FINANCE DEPARTMENT
JULY 2012 MONTHLY REPORT

The Finance Department assisted 3,399 customers during the month of July 2012. This compares to 2,747 customers in July 2011. This number does not include the contacts made by the Director of Finance. There were on average 154 customer contacts per day for July 2012. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in July 2012 in comparison to July 2011.

The General Fund revenues for the month of July 2012 amounted to \$976,401.63. The revenue for the month ended July 2011 in the General Fund amounted to \$905,404.48. Expenditures for the General fund for the month ending July 31, 2012 amounted to \$996,022.55 and for the same period in 2011 the expenditures were \$1,032,189.91.

Cash in all City funds totaled \$3,112,216.18 on July 31, 2012 and for July 31, 2011 on hand was \$2,432,104.95. On July 31, 2012 the City of Sterling had outstanding a total of \$12,237,131.02 in investments, this amount is for all funds. This breaks down to \$205,858.86 in Certificates of Deposit, \$11,930,855.41 ColoTrust Plus and \$100,416.75 in Money Market.

There were \$2,612,465.24 worth of checks issued in July 2012 for all funds; this compares to \$1,881,940.12 for the same period in 2011. There were 6456.7 gallons of gasoline and diesel used in the month of July 2012 for all City operations. This compares to 6406.1 gallons gasoline and diesel used in July 2011.

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

Investment Breakdown

2012

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.	7/31/12
General Fund:				
Colostrust Plus	\$2,563,721.85	\$430,000.00	\$695,543.46	\$2,829,265.31
Colostrust Plus - Seizure Money	\$26,604.60	\$0.00	\$5.83	\$26,610.43
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$2,590,326.45	\$430,000.00	\$695,549.29	\$2,855,875.74
Hotel Tax Fund:				
Colostrust Plus	\$34,031.90	\$0.00	\$18,509.10	\$52,541.00
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$34,031.90	\$0.00	\$18,509.10	\$52,541.00
Water Fund:				
Colostrust Plus	\$246,006.76	\$180,000.00	\$1,245,252.17	\$1,311,258.93
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$246,006.76	\$180,000.00	\$1,245,252.17	\$1,311,258.93
Sanitation Fund:				
Colostrust Plus	\$562,277.78	\$25,000.00	\$20,119.68	\$557,397.46
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$562,277.78	\$25,000.00	\$20,119.68	\$557,397.46
Sewer Fund:				
Colostrust Plus	\$3,457,550.32	\$225,000.00	\$125,757.47	\$3,358,307.79
Certificates of Deposit	\$205,858.86	\$0.00	\$0.00	\$205,858.86
Money Market	\$100,412.62	\$0.00	\$8.39	\$100,421.01
TOTALS	\$3,763,821.80	\$225,000.00	\$125,765.86	\$3,664,587.66
Perpetual Care Fund:				
Colostrust Plus	\$160,817.09	\$0.00	\$35.25	\$160,852.34
TOTALS	\$160,817.09	\$0.00	\$35.25	\$160,852.34

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	7/31/12
Library Improvement Fund:				
Colostrust Plus	\$26,963.54	\$0.00	\$905.92	\$27,869.46
TOTALS	\$26,963.54	\$0.00	\$905.92	\$27,869.46
Conservation Trust Fund:				
Colostrust Plus	\$216,274.91	\$1,377.00	\$47.33	\$214,945.24
TOTALS	\$216,274.91	\$1,377.00	\$47.33	\$214,945.24
Karl Falch Library Trust Fund:				
Colostrust Plus	\$31,056.42	\$0.00	\$6.81	\$31,063.23
TOTALS	\$31,056.42	\$0.00	\$6.81	\$31,063.23
Employee Self-Insurance Fund:				
Colostrust Plus	\$574,049.24	\$0.00	\$125.84	\$574,175.08
TOTALS	\$574,049.24	\$0.00	\$125.84	\$574,175.08
Service Center Fund:				
Colostrust Plus	\$382,500.88	\$15,000.00	\$55,091.67	\$422,592.55
TOTALS	\$382,500.88	\$15,000.00	\$55,091.67	\$422,592.55
Risk Management Fund:				
Colostrust Plus	\$908,005.87	\$120,000.00	\$95,201.94	\$883,207.81
TOTALS	\$908,005.87	\$120,000.00	\$95,201.94	\$883,207.81
Capital Equipment Fund:				
Colostrust Plus	\$729,619.84	\$70,000.00	\$50,161.15	\$709,780.99
TOTALS	\$729,619.84	\$70,000.00	\$50,161.15	\$709,780.99
Capital Improvement Fund:				
Colostrust Plus	\$770,818.81	\$0.00	\$168.98	\$770,987.79
Colostrust Plus - Museum Exhibits	\$0.00	\$0.00	\$0.00	\$0.00
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$770,818.81	\$0.00	\$168.98	\$770,987.79

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	7/31/12
Grand Totals All Funds:				
Colotrust Plus	\$10,690,299.81	\$1,066,377.00	\$2,306,932.60	\$11,930,855.41
Certificates of Deposit	\$205,858.86	\$0.00	\$0.00	\$205,858.86
Money Market	\$100,412.62	\$0.00	\$8.39	\$100,421.01
Grand Total	\$10,996,571.29	\$1,066,377.00	\$2,306,940.99	\$12,237,135.28

GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

7/31/2012

BALANCE SHEET

ASSETS:

Cash	\$282,950.87
Flex Cash Account	\$8,894.07
Petty Cash	\$980.00
Cash with County Treasurer	\$33,698.37
Accounts Receivable	\$179,576.11
Taxes Receivable	\$50,692.23
Sales Tax Receivable	\$661,556.92
Property Tax Receivable	\$1,009,612.00
Investments	\$2,829,265.31
Investment - Federal Seizure	\$26,610.43
Prepaid Fuel	\$59,965.72
Prepaid Fuel - Airport	\$34,214.40
Payroll Clearing Account	-\$1,028.12
Postage Clearing Account	\$1,988.58
Prepaid Prisoner Housing	\$50,514.00
Sales Tax Clearing	-\$3.00

TOTAL ASSETS

\$5,229,487.89

LIABILITIES:

Ded/Ben Clearing Account	\$3,074.93
Accounts Payable	\$154,067.86
Accounts Payable - Logan County	\$3,472.01
Accrued Salaries	\$177,116.77
Court Bonds	\$1,905.00
Jury Deposit	\$754.00
Restitution Clearing Account	\$2,695.44
Seizures	\$600.00
Deferred Revenue	\$1,009,612.00
Deferred Revenue - Other	\$7,482.08

TOTAL LIABILITIES

\$1,360,780.09

FUND BALANCE:

Reserve for Museum (Bernice Sanders)	\$28,230.89
Reserve for Museum (Exhibits)	\$49,928.67
Designated for Arts	\$60,000.00
Unreserved Fund Balance	\$2,671,155.06
Excess Revenue over Expenditures	\$1,059,393.18

TOTAL FUND BALANCE

\$3,868,707.80

**TOTAL LIABILITIES
& FUND BALANCE**

\$5,229,487.89

GENERAL FUND

7/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Real & Personal Prop. Tax	\$1,010,091.00	\$21,663.02	\$970,859.28	\$39,231.72
Road & Bridge Fund Taxes	\$80,000.00	\$0.00	\$79,230.64	\$769.36
Auto Ownership Taxes	\$100,500.00	\$8,896.87	\$64,191.36	\$36,308.64
Sales Tax	\$6,369,500.00	\$567,007.76	\$3,800,331.79	\$2,569,168.21
Vehicle Use Tax	\$190,000.00	\$21,286.58	\$155,262.36	\$34,737.64
Building Material Use Tax	\$50,000.00	\$11,573.70	\$91,459.04	-\$41,459.04
Employment Occupation Tax	\$15,300.00	\$0.00	\$15,400.00	-\$100.00
TOTAL TAXES	\$7,815,391.00	\$630,427.93	\$5,176,734.47	\$2,638,656.53
Franchise Taxes	\$706,000.00	\$38,547.41	\$374,566.57	\$331,433.43
Licenses & Permits	\$140,250.00	\$22,270.60	\$171,805.48	-\$31,555.48
Intergovernmental Revenue	\$3,440,288.00	\$151,354.19	\$916,601.43	\$2,523,686.57
Charges for Service	\$265,005.00	\$40,316.90	\$175,469.28	\$89,535.72
Fines & Forfeits	\$145,300.00	\$12,306.33	\$79,280.48	\$66,019.52
Miscellaneous Revenue	\$400,294.00	\$38,537.27	\$259,919.84	\$140,374.16
Transfer from Other Funds	\$513,989.00	\$42,641.00	\$348,415.94	\$165,573.06
TOTAL OTHER REVENUES	\$5,611,126.00	\$345,973.70	\$2,326,059.02	\$3,285,066.98
GRAND TOTAL REVENUES	\$13,426,517.00	\$976,401.63	\$7,502,793.49	\$5,923,723.51

GENERAL FUND

7/31/2012

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
<u>GENERAL GOVERNMENT:</u>				
Council	\$73,798.00	\$2,558.07	\$42,721.88	\$31,076.12
City Manager	\$351,042.00	\$28,505.77	\$196,167.19	\$154,874.81
City Attorney	\$195,436.00	\$16,590.21	\$113,712.62	\$81,723.38
Municipal Court	\$102,233.00	\$6,814.07	\$53,015.21	\$49,217.79
Finance	\$427,059.00	\$32,201.79	\$253,462.79	\$173,596.21
City Hall & Non-Departmental	\$1,307,268.00	\$187,324.10	\$900,461.34	\$406,806.66
Personnel	\$233,579.00	\$15,324.85	\$131,207.98	\$102,371.02
TOTAL GENERAL GOVERNMENT	\$2,690,415.00	\$289,318.86	\$1,690,749.01	\$999,665.99
<u>PUBLIC SAFETY:</u>				
Police	\$1,824,011.00	\$113,747.99	\$904,964.51	\$919,046.49
Dispatch Center	\$553,312.00	\$36,764.25	\$293,547.71	\$259,764.29
Youth Services	\$107,849.00	\$8,344.24	\$60,661.01	\$47,187.99

Fire	\$1,488,256.00	\$99,422.85	\$800,922.74	\$687,333.26
Ambulance Service	\$694,320.00	\$37,739.77	\$288,601.67	\$405,718.33
TOTAL PUBLIC SAFETY	\$4,667,748.00	\$296,019.10	\$2,348,697.64	\$2,319,050.36

PUBLIC WORKS:

Street	\$2,230,678.00	\$83,689.56	\$507,992.29	\$1,722,685.71
Engineering & Operations	\$525,326.00	\$68,980.15	\$270,249.36	\$255,076.64
Airport	\$1,958,712.00	\$35,401.14	\$241,367.25	\$1,717,344.75
TOTAL PUBLIC WORKS	\$4,714,716.00	\$188,070.85	\$1,019,608.90	\$3,695,107.10

CULTURE & RECREATION:

Riverside Cemetery	\$227,900.00	\$13,818.90	\$118,934.69	\$108,965.31
Museum	\$124,544.00	\$7,362.48	\$52,586.76	\$71,957.24
Parks	\$511,169.00	\$39,238.08	\$276,758.63	\$234,410.37
Recreation Center	\$502,629.00	\$66,140.95	\$291,835.82	\$210,793.18
Forestry	\$135,279.00	\$9,685.37	\$83,353.34	\$51,925.66
Rec. Administration	\$410,735.00	\$27,639.51	\$226,721.81	\$184,013.19
Softball	\$40,359.00	\$6,551.48	\$21,209.14	\$19,149.86
Youth Softball	\$11,070.00	\$5,344.67	\$10,295.99	\$774.01
Basketball	\$8,216.00	\$160.00	\$8,128.11	\$87.89
Volleyball	\$6,859.00	\$50.00	\$3,019.42	\$3,839.58
Tolla Brown Skate Park	\$12,000.00	\$748.22	\$4,079.57	\$7,920.43
Special Events	\$22,950.00	\$3,310.31	\$12,903.23	\$10,046.77
Tennis	\$18,500.00	\$2,202.95	\$8,847.67	\$9,652.33
Youth Basketball	\$24,758.00	\$823.55	\$15,301.49	\$9,456.51
Youth Volleyball	\$10,714.00	\$154.00	\$262.00	\$10,452.00
Baseball	\$27,440.00	\$1,736.28	\$6,294.11	\$21,145.89
Library	\$458,607.00	\$37,646.99	\$243,812.98	\$214,794.02
TOTAL CULTURE & RECREATION	\$2,553,729.00	\$222,613.74	\$1,384,344.76	\$1,169,384.24

GRAND TOTAL EXPENDITURES	\$14,626,608.00	\$996,022.55	\$6,443,400.31	\$8,183,207.69
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HOTEL TAX FUND

7/31/2012

<u>REVENUES</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Hotel Tax	\$102,300.00	\$14,491.96	\$51,378.27	\$50,921.73
Investment Earnings	\$100.00	\$9.10	\$20.00	\$80.00
Penalty & Interest	\$0.00	\$0.00	\$1,427.97	-\$1,427.97
TOTAL HOTEL TAX FUND REVENUE	\$102,400.00	\$14,501.06	\$52,826.24	\$49,573.76

BALANCE SHEET
7/31/2012

ASSETS:

Cash	\$9,167.40
Investments	\$52,541.00

TOTAL ASSETS	<u>\$61,708.40</u>
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LIABILITIES:

Accounts Payable	\$8,882.16
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TOTAL LIABILITIES	\$8,882.16
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FUND BALANCE:

Retained Earnings	\$0.00
Excess Revenue over Expenditures	\$52,826.24

TOTAL FUND BALANCE	<u>\$52,826.24</u>
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TOTAL LIABILITIES AND FUND BALANCE	<u>\$61,708.40</u>
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WATER FUND

7/31/2012
BALANCE SHEET

ASSETS:

Cash	\$265,712.34
Cash with Fiscal Agent	\$14,141,717.56
Accounts Receivable	\$2,453.81
Accounts Receivable - Utility Billing	\$397,108.26
Supply Inventory	\$157,475.74
Investments	\$1,311,258.93
Fixed Assets (Net)	\$19,664,796.45

TOTAL ASSETS	<u>\$35,940,523.09</u>
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LIABILITIES:

Accounts Payable	\$763,829.89
Unpaid Compensated Absences	\$6,926.00
Accrued Salaries	\$4,485.90
Accounts Payable Pawnee Ridge	\$3,406.63
Loan Payable CWRPDA	\$28,558,845.11
Loan Payable Premium	\$734,948.06
Due to Sewer Fund	\$310,967.00
Lease Interest Payable	\$218,483.05

TOTAL LIABILITIES	\$30,601,891.64
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FUND BALANCE:

Reserve for Painting	\$495,000.00
Reserve for Capital Replacement	\$3,004,916.00
Retained Earnings	\$6,651,843.51
Excess Revenue over Expenditures	-\$4,813,128.06

TOTAL FUND BALANCE	<u>\$5,338,631.45</u>
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**TOTAL LIABILITIES
AND FUND BALANCE**

\$35,940,523.09

WATER FUND

7/31/2012

<u>REVENUES</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Water Revenue-Inside Residential	\$3,309,073.00	\$281,452.86	\$1,867,524.90	\$1,441,548.10
Water Revenue-Outside Residential	\$308,794.00	\$947.18	\$143,651.28	\$165,142.72
Water Revenue-Inside Commercial	\$1,082,446.00	\$65,868.27	\$571,288.68	\$511,157.32
Water Revenue-Outside Commercial	\$7,915.00	\$97.70	\$3,216.50	\$4,698.50
Water Revenue-Inside Industrial	\$580,320.00	\$0.00	\$251,234.67	\$329,085.33
Misc. Water Sales	\$5,000.00	\$2,122.87	\$6,092.76	-\$1,092.76
Surcharge	\$38,000.00	\$3,027.44	\$19,751.96	\$18,248.04
Service Charges	\$48,000.00	\$2,696.02	\$24,213.45	\$23,786.55
Tapping Charges	\$5,000.00	\$0.00	\$495.00	\$4,505.00
Water Div. Services	\$4,000.00	\$1,056.50	\$4,477.61	-\$477.61
Penalties	\$30,000.00	\$3,941.10	\$23,611.43	\$6,388.57
Investment Earnings	\$500.00	\$252.17	\$865.54	-\$365.54
Miscellaneous	\$250.00	\$1,233.28	\$2,662.33	-\$2,412.33
Rents from land	\$50,000.00	\$0.00	\$23,846.01	\$26,153.99
Rights	\$0.00	\$0.00	\$0.00	\$0.00
Water Credits	\$0.00	\$0.00	\$0.00	\$0.00
Plant Investment Fees	\$10,000.00	\$7,200.00	\$15,000.00	-\$5,000.00
Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Other Refunds of Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	<u>\$5,479,298.00</u>	<u>\$369,895.39</u>	<u>\$2,957,932.12</u>	<u>\$2,521,365.88</u>
<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$196,742.00	\$14,278.41	\$125,199.92	\$71,542.08
Maintenance & Operation	\$1,285,749.00	\$140,952.13	\$977,975.32	\$307,773.68
Capital Outlay	\$11,640,756.00	\$1,349,920.12	\$6,004,773.02	\$5,635,982.98
Transfer to General Fund	\$222,414.00	\$18,534.00	\$129,738.00	\$92,676.00
TOTAL EXPENDITURES	<u>\$13,345,661.00</u>	<u>\$1,523,684.66</u>	<u>\$7,237,686.26</u>	<u>\$6,107,974.74</u>
Debt Service	\$533,374.00	\$268,314.76	\$533,373.92	\$0.08
TOTAL WATER FUND W/DEBT	<u>\$13,879,035.00</u>	<u>\$1,791,999.42</u>	<u>\$7,771,060.18</u>	<u>\$6,107,974.82</u>

SANITATION FUND

7/31/2012
BALANCE SHEET

ASSETS:

Cash	\$222,905.13
Accounts Receivable	\$507.07
Accounts Receivable - Utility Billing	\$40,658.58
Supply Inventory	\$17,065.00
Investments	\$557,397.46
Fixed Assets (Net)	\$232,599.52

TOTAL ASSETS \$1,071,132.76

LIABILITIES:

Accounts Payable	\$3,686.53
Unpaid Compensated Absences	\$7,279.20
Accrued Salaries	\$4,188.01

TOTAL LIABILITIES \$15,153.74

FUND BALANCE:

Reserve for Equipment	\$28,389.00
Reserve for Capital Replacement	\$831,493.00
Retained Earnings	\$237,003.91
Excess Revenue over Expenditures	-\$40,906.89

TOTAL FUND BALANCE \$1,055,979.02

**TOTAL LIABILITIES
AND FUND BALANCE** \$1,071,132.76

SANITATION FUND

7/31/2012

REVENUES:	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sanitation Revenue-Inside	\$450,000.00	\$31,512.89	\$256,612.95	\$193,387.05
Rubbish Collection Fees	\$1,500.00	\$283.50	\$1,102.50	\$397.50
Sanitation Services	\$0.00	\$59.75	\$59.75	-\$59.75
Penalties	\$5,500.00	\$418.30	\$2,971.24	\$2,528.76
Investment Earnings	\$500.00	\$119.68	\$689.60	-\$189.60
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$457,500.00	\$32,394.12	\$261,436.04	\$196,063.96

EXPENDITURES:	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$155,584.00	\$13,498.22	\$89,877.47	\$65,706.53
Maintenance & Operation	\$259,809.00	\$28,508.85	\$176,142.46	\$83,666.54

Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to General Fund	\$62,273.00	\$5,189.00	\$36,323.00	\$25,950.00
TOTAL EXPENDITURES	\$477,666.00	\$47,196.07	\$302,342.93	\$175,323.07

SEWER FUND

7/31/2012

BALANCE SHEET

ASSETS:

Cash	\$234,703.13
Accounts Receivable	\$6,438.60
Accounts Receivable - Utility Billing	\$109,058.12
Accounts Receivable - Industrial	\$22,769.14
Due From Water Fund	\$310,967.00
Supply Inventory	\$73,304.24
Investments	\$3,664,587.66
Fixed Assets (Net)	\$10,610,301.83

TOTAL ASSETS

\$15,032,129.72

LIABILITIES:

Accounts Payable	\$14,538.37
Unpaid Compensated Absences	\$10,302.27
Accrued Salaries	\$9,327.38
Loan Payable CWRPDA	\$818,901.90
Interest Payable	\$12,198.51

TOTAL LIABILITIES

\$865,268.43

FUND BALANCE:

Reserve for Capital Projects	\$111,784.00
Reserve for Trunk Line Replacement	\$166,181.45
Reserve for Lagoons	\$294,453.26
Reserve for Capital Replacement	\$8,577,652.00
Retained Earnings	\$5,412,124.61
Excess Revenue over Expenditures	-\$395,334.03

TOTAL FUND BALANCE

\$14,166,861.29

**TOTAL LIABILITIES
AND FUND BALANCE**

\$15,032,129.72

SEWER FUND

7/31/2012

REVENUES:

	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sewer Revenue-Inside Residential	\$971,112.00	\$62,826.32	\$548,525.07	\$422,586.93
Sewer Revenue-Outside Residential	\$99,952.00	-\$199.28	\$51,545.60	\$48,406.40
Sewer Revenue-Inside Commercial	\$321,438.00	\$20,488.61	\$191,761.40	\$129,676.60

Sewer Revenue-Outside Commercial	\$2,868.00	\$16.86	\$1,651.57	\$1,216.43
Sewer Revenue-Inside Industrial	\$311,909.00	\$23,697.66	\$134,683.09	\$177,225.91
Tapping Charges	\$2,000.00	\$0.00	\$550.00	\$1,450.00
Sewer Division Charges	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Penalties	\$14,000.00	\$959.12	\$8,301.95	\$5,698.05
Investment Earnings	\$6,000.00	\$799.83	\$4,676.33	\$1,323.67
Miscellaneous	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Outside Billing	\$0.00	\$88.90	\$88.90	-\$88.90
Plant Investment Fees	\$10,000.00	\$4,000.00	\$12,666.00	-\$2,666.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Compensation for loss	\$0.00	\$0.00	\$42,257.13	-\$42,257.13
Other Refund of Expenditure	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,744,279.00	\$112,678.02	\$996,707.04	\$747,571.96

<u>EXPENDITURES:</u> <u>LINES AND SERVICES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$86,348.00	\$5,891.80	\$27,457.22	\$58,890.78
Maintenance & Operation	\$340,845.00	\$29,074.54	\$191,127.86	\$149,717.14
Capital Outlay	\$237,900.00	\$52.03	\$191,596.93	\$46,303.07
Transfer to General Fund	\$64,072.00	\$5,339.00	\$37,373.00	\$26,699.00
TOTAL LINES & SERVICES	\$729,165.00	\$40,357.37	\$447,555.01	\$281,609.99
Debt Service	\$199,137.00	\$174,500.73	\$199,137.06	-\$0.06
TOTAL LINES & SERVICES W/DEBT	\$928,302.00	\$214,858.10	\$646,692.07	\$281,609.93

<u>TREATMENT FACILITIES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$302,734.00	\$20,448.68	\$145,768.66	\$156,965.34
Maintenance & Operation	\$811,363.00	\$73,297.90	\$504,527.34	\$306,835.66
Capital Outlay	\$15,310.00	\$0.00	\$0.00	\$15,310.00
Transfer to General Fund	\$162,955.00	\$13,579.00	\$95,053.00	\$67,902.00
TOTAL TREATMENT FACILITIES	\$1,292,362.00	\$107,325.58	\$745,349.00	\$547,013.00
TOTAL EXPENDITURES	\$2,220,664.00	\$322,183.68	\$1,392,041.07	\$828,622.93

PERPETUAL CARE FUND

7/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Perpetual Care	\$4,500.00	\$700.00	\$8,700.00	-\$4,200.00
Perpetual Care - niches	\$11,000.00	\$500.00	\$8,000.00	\$3,000.00
Investment Earnings	\$175.00	\$35.25	\$193.26	-\$18.26
TOTAL REVENUES	\$15,675.00	\$1,235.25	\$16,893.26	-\$1,218.26

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$320.00	\$0.00	\$320.00	\$0.00
Niche Engraving	\$2,000.00	\$0.00	\$2,550.00	-\$550.00
Transfer to General Fund	\$175.00	\$0.00	\$0.00	\$175.00
TOTAL EXPENDITURES	\$2,495.00	\$0.00	\$2,870.00	-\$375.00

**BALANCE SHEET
7/31/2012**

<u>ASSETS:</u>				
Cash	\$7,325.86			
Investments	\$160,852.34			
		TOTAL ASSETS		\$168,178.20
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
<u>FUND BALANCE:</u>				
Unreserved Fund Balance	\$154,154.94			
Excess Revenue over Expenditures	\$14,023.26			
		TOTAL FUND BALANCE		\$168,178.20
		TOTAL LIABILITIES & FUND BALANCE		\$168,178.20

LIBRARY IMPROVEMENT FUND

7/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$0.00	\$5.92	\$33.08	-\$33.08
Contributions	\$0.00	\$500.00	\$900.00	-\$900.00
Transfer from Capital Improvement	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$0.00	\$505.92	\$933.08	-\$933.08

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

BALANCE SHEET
7/31/2012

ASSETS:

Cash	\$2.86		
Investments	\$27,869.46		
		TOTAL ASSETS	\$27,872.32

LIABILITIES:

Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$26,939.24		
Excess Revenue over Expenditures	\$933.08		
		TOTAL FUND BALANCE	\$27,872.32
		TOTAL LIABILITIES & FUND BALANCE	\$27,872.32

CONSERVATION TRUST FUND

7/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
State Contributions	\$118,000.00	\$0.00	\$75,895.72	\$42,104.28
Investment Earnings	\$400.00	\$47.33	\$223.86	\$176.14
TOTAL REVENUES	\$118,400.00	\$47.33	\$76,119.58	\$42,280.42

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Tennis Court Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Steel picnic tables	\$10,300.00	\$0.00	\$10,300.00	\$0.00
Bridge - Pioneer Park	\$0.00	\$1,104.13	\$1,104.13	-\$1,104.13
Aluminum tables	\$0.00	\$0.00	\$0.00	\$0.00
Basketball Court Improvements	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Softball Field Improvements	\$10,725.00	\$0.00	\$0.00	\$10,725.00
Playground Equipment	\$108,000.00	\$0.00	\$17,630.00	\$90,370.00
Fitness Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Krull Park	\$12,261.00	\$0.00	\$0.00	\$12,261.00
Pioneer Park Improvements	\$18,400.00	\$345.02	\$2,801.71	\$15,598.29
Softball Field Backdrop	\$0.00	\$0.00	\$0.00	\$0.00
Roof - Columbine	\$4,837.00	\$0.00	\$0.00	\$4,837.00
TOTAL EXPENDITURES	\$174,523.00	\$1,449.15	\$31,835.84	\$142,687.16

BALANCE SHEET
7/31/2012

ASSETS:

Cash	\$0.35		
Investments	\$214,945.24		
		TOTAL ASSETS	\$214,945.59

LIABILITIES:

Accounts Payable	\$345.02		
		TOTAL LIABILITIES	\$345.02

FUND BALANCE:

Unreserved Fund Balance	\$170,316.83		
Excess Revenue over Expenditures	\$44,283.74		
		TOTAL FUND BALANCE	\$214,600.57

		TOTAL LIABILITIES & FUND BALANCE	\$214,945.59
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KARL FALCH LIBRARY TRUST FUND

7/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$50.00	\$6.81	\$38.07	\$11.93
TOTAL REVENUES	\$50.00	\$6.81	\$38.07	\$11.93

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

BALANCE SHEET
7/31/2012

ASSETS:

Cash	\$376.11		
Investments	\$31,063.23		
		TOTAL ASSETS	\$31,439.34

LIABILITIES:

Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$31,456.27		
Excess Revenue over Expenditures	<u>-\$16.93</u>		
		TOTAL FUND BALANCE	<u>\$31,439.34</u>
		TOTAL LIABILITIES & FUND BALANCE	<u><u>\$31,439.34</u></u>

EMPLOYEE SELF-INSURANCE FUND

7/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$700.00	\$125.84	\$705.77	-\$5.77
Employee Premiums	\$268,977.00	\$18,518.58	\$144,259.23	\$124,717.77
Wellness	\$100.00	\$0.00	\$0.00	\$100.00
City Premiums	\$1,267,186.00	\$90,874.27	\$661,205.11	\$605,980.89
TOTAL REVENUES	<u>\$1,536,963.00</u>	<u>\$109,518.69</u>	<u>\$806,170.11</u>	<u>\$730,792.89</u>

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Old Hire Fire Pension	\$0.00	\$0.00	\$0.00	\$0.00
Wellness	\$100.00	\$0.00	\$0.00	\$100.00
Premium	\$1,536,163.00	\$110,564.30	\$807,268.82	\$728,894.18
FLEX	\$3,600.00	\$220.00	\$1,640.00	\$1,960.00
Audit	\$630.00	\$0.00	\$630.00	\$0.00
Transfer General Fund	\$700.00	\$0.00	\$0.00	\$700.00
TOTAL EXPENDITURES	<u>\$1,541,193.00</u>	<u>\$110,784.30</u>	<u>\$809,538.82</u>	<u>\$731,654.18</u>

BALANCE SHEET

7/31/2012

<u>ASSETS:</u>			
Cash	\$21,518.55		
Accounts Receivable	\$483.25		
Investments	<u>\$574,175.08</u>		
		TOTAL ASSETS	<u>\$596,176.88</u>
<u>LIABILITIES:</u>			
Accounts Payable	<u>\$0.00</u>		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Retained Earnings	\$599,545.59		
Excess Revenue over Expenditures	<u>-\$3,368.71</u>		
		TOTAL FUND BALANCE	<u>\$596,176.88</u>
		TOTAL LIABILITIES & FUND BALANCE	<u><u>\$596,176.88</u></u>

SERVICE CENTER FUND

7/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$400.00	\$91.67	\$454.82	-\$54.82
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$426,881.00	\$71,146.00	\$284,584.00	\$142,297.00
Transfer from Capital Improvement	\$0.00	\$0.00	\$0.00	\$0.00
Transfer for Lease Payment	\$230,040.00	\$19,170.00	\$134,190.00	\$95,850.00
TOTAL REVENUES	\$657,321.00	\$90,407.67	\$419,228.82	\$238,092.18

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$303,691.00	\$25,415.62	\$173,474.37	\$130,216.63
Maintenance & Operation	\$353,380.00	\$19,082.80	\$111,970.19	\$241,409.81
Capital Outlay	\$17,000.00	\$0.00	\$16,320.99	\$679.01
Transfer to General Fund	\$400.00	\$0.00	\$0.00	\$400.00
TOTAL EXPENDITURES	\$674,471.00	\$44,498.42	\$301,765.55	\$372,705.45

BALANCE SHEET

7/31/2012

<u>ASSETS:</u>			
Cash	\$13,140.73		
Cash - Bank of Cherry Creek	\$3.13		
Investments	\$422,592.55		
Fixed Assets (Net)	\$2,126,760.09		
		TOTAL ASSETS	<u>\$2,562,496.50</u>
<u>LIABILITIES:</u>			
Accounts Payable	\$2,453.40		
Unpaid Compensated Absences	\$19,924.74		
Accrued Salaries	\$8,715.41		
Lease Payable	\$1,355,000.00		
Lease Interest Payable	\$5,420.00		
		TOTAL LIABILITIES	\$1,391,513.55
<u>FUND BALANCE:</u>			
Retained Earnings	\$1,053,519.68		
Excess Revenue over Expenditures	\$117,463.27		
		TOTAL FUND BALANCE	<u>\$1,170,982.95</u>
		TOTAL LIABILITIES & FUND BALANCE	<u>\$2,562,496.50</u>

RISK MANAGEMENT FUND

7/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,000.00	\$201.94	\$1,113.59	-\$113.59
Miscellaneous	\$5,000.00	\$0.00	\$13,997.00	-\$8,997.00
Compensation for Loss	\$5,000.00	\$6,120.98	\$67,934.05	-\$62,934.05
Transfer of Reserves	\$216,940.00	\$54,236.00	\$166,022.50	\$50,917.50
Transfer Workers Comp	\$181,227.00	\$40,546.00	\$129,632.84	\$51,594.16
TOTAL REVENUES	\$409,167.00	\$101,104.92	\$378,699.98	\$30,467.02

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Claims Paid	\$143,413.00	\$34,623.16	\$104,902.48	\$38,510.52
Expense for Workers Comp	\$181,200.00	\$45,300.00	\$135,900.00	\$45,300.00
Premium Fees	\$216,932.00	\$55,756.25	\$173,895.55	\$43,036.45
Expense for Unemployment	\$10,000.00	\$0.00	\$8,094.00	\$1,906.00
Materials & Supplies	\$300.00	\$0.00	\$200.00	\$100.00
Audit	\$590.00	\$0.00	\$590.00	\$0.00
Transfer to General Fund	\$1,000.00	\$0.00	\$0.00	\$1,000.00
TOTAL EXPENDITURES	\$553,435.00	\$135,679.41	\$423,582.03	\$129,852.97

BALANCE SHEET

7/31/2012

<u>ASSETS:</u>				
Cash	\$15,197.94			
Investments	\$883,207.81			
		TOTAL ASSETS		\$898,405.75
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
<u>FUND BALANCE:</u>				
Emergency Reserve	\$350,000.00			
Retained Earnings	\$593,287.80			
Excess Revenue over Expenditures	-\$44,882.05			
		TOTAL FUND BALANCE		\$898,405.75
		TOTAL LIABILITIES & FUND BALANCE		\$898,405.75

CAPITAL EQUIPMENT FUND

7/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,000.00	\$161.15	\$948.91	\$51.09
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Compensation for Loss	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$512,271.00	\$0.00	\$256,134.00	\$256,137.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$513,271.00	\$161.15	\$257,082.91	\$256,188.09

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$905.00	\$0.00	\$905.00	\$0.00
Police Equipment	\$92,495.00	\$612.00	\$91,993.21	\$501.79
Dispatch Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Fire Equipment	\$80,675.00	\$0.00	\$49,045.00	\$31,630.00
Public Works Equipment	\$100,000.00	\$0.00	\$104,264.00	-\$4,264.00
Parks, Lib & Rec Equipment	\$89,304.00	\$19,214.00	\$87,598.71	\$1,705.29
Non-Dept Equipment	\$21,440.00	\$0.00	\$21,440.00	\$0.00
TOTAL EXPENDITURES	\$384,819.00	\$19,826.00	\$355,245.92	\$29,573.08

BALANCE SHEET

7/31/2012

Cash	\$18,201.86		
Investments	\$709,780.99		
Fixed Assets (Net)	\$1,783,326.98		
		TOTAL ASSETS	\$2,511,309.83
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
Lease Payable	\$175,658.32		
Lease Interest Payable	\$9,737.88		
		TOTAL LIABILITIES	\$185,396.20
<u>FUND BALANCE:</u>			
Retained Earnings	\$2,424,076.64		
Excess Revenue over Expenditures	-\$98,163.01		
		TOTAL FUND BALANCE	\$2,325,913.63
		TOTAL LIABILITIES & FUND BALANCE	\$2,511,309.83

CAPITAL IMPROVEMENT FUND

7/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,500.00	\$168.98	\$957.91	\$542.09
Misc. Income	\$0.00	\$1,004.60	\$1,020.43	-\$1,020.43
Rents From Land	\$16,800.00	\$191.81	\$15,390.94	\$1,409.06
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Grants	\$85,500.00	\$0.00	\$0.00	\$85,500.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00
Donation - Museum Building	\$0.00	\$0.00	\$0.00	\$0.00
Donation - Museum Exhibits	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from Elna Anderson Fund	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from Ethel Lindstrom Fund	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from Library Improv Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$103,800.00	\$1,365.39	\$17,369.28	\$86,430.72

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Museum Building	\$0.00	\$0.00	\$0.00	\$0.00
Museum Exhibits	\$49,110.00	\$0.00	\$57,352.02	-\$8,242.02
Library Addition	\$0.00	\$0.00	\$0.00	\$0.00
Land Transaction	\$0.00	\$0.00	\$0.00	\$0.00
Land Purchase	\$0.00	\$0.00	\$0.00	\$0.00
Building Improvements	\$90,000.00	\$0.00	\$0.00	\$90,000.00
Audit	\$535.00	\$0.00	\$535.00	\$0.00
Transfer to Service Center	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Library Improvement Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$139,645.00	\$0.00	\$57,887.02	\$81,757.98

CAPITAL IMPROVEMENT FUND

BALANCE SHEET

7/31/2012

<u>ASSETS:</u>				
Cash	\$15,099.61			
Accounts Receivable	\$49.13			
Investments	\$770,987.79			
		TOTAL ASSETS		\$786,136.53
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00

FUND BALANCE:

Unreserved Fund Balance \$826,654.27
Excess Revenue over Expenditures -\$40,517.74

TOTAL FUND BALANCE \$786,136.53

**TOTAL LIABILITIES
& FUND BALANCE \$786,136.53**

PERSONNEL/HR DEPARTMENT

JULY 2012 MONTHLY REPORT

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

CDL TESTING – A DOT Random Drug test was conducted during the month of July. There were four (4) 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 July, there were two (2) claims reported by employees.

JOB OPPORTUNITIES –

Positions Open	Positions Filled
Seasonal lifeguard and lifeguard WSI	PCF Superintendent
Police Officer (3)	
Public Safety Dispatcher ()	
Museum Assistant	
Cashier/Receptionist (Recreation Center)	
Maintenance Worker III	
Maintenance Worker I (6)	
Fire Captain	
Fire Fighter	

PERSONNEL BOARD – Personnel Board did not meet during July. A meeting has been scheduled for August 14 to review a presentation given to Council by Police representatives regarding retention.

MISCELLANEOUS ACTIVITIES

HR Assistant continued working on the Neogov application process.

Job Descriptions are being reviewed and revised. Five positions are being reviewed by MSEC for exempt/non-exempt status. Department Heads are reviewing the information from MSEC.

One Police Officer written testing was held for two candidates. Both were successful.

Interviews were conducted for the position of Parks, Cemetery, and Forestry Superintendent.

HR Assistant conducted two (2) orientations for temporary employees.

MUNICIPAL COURT
JULY 2012 MONTHLY REPORT

DESCRIPTION	July 2012	July 2011	July Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
ARRAIGNMENTS	41	52	-21%	321	332	-3%	499	-36%
JUVENILE CASES	9	15	-40%	34	47	-28%	75	-55%
TRAFFIC				3	5	-40%	3	7%
NO INSURANCE				1	1		1	-17%
NO SEAT BELT		1	-100%		1	-100%	1	-100%
SPEEDING				1			1	
UNDERAGE POSS OF TOBACCO		1	-100%		6	-100%	5	-100%
POSS. OF MARIJUANA/DRUG PARAPHERNALIA	4	2	100%	14	4	250%	8	71%
THEFT	1	4	-75%	3	5	-40%	6	-52%
DISTURBING THE PEACE/NOISES	1	1		2	3	-33%	6	-68%
RESISTING ARREST/FAILURE TO COMPLY		1	-100%		2	-100%	1	-100%
INJURING/DEFACING PROPERTY	2			4	5	-20%	4	
TRESPASSING							5	-100%
UNDERAGE POSS/CONS ALCOHOL/PROCURE	1			3	5	-40%	24	-88%
CURFEW FOR MINORS		1	-100%	1	1		2	-50%
OTHER		4	-100%	2	9	-78%	7	-71%
ADULT CASES	32	37	-14%	287	285	1%	424	-32%
TRAFFIC	3	4	-25%	49	32	53%	40	22%
NO INSURANCE	3			12	14	-14%	42	-72%
NO SEAT BELT	4	8	-50%	22	42	-48%	71	-69%
SPEEDING		3	-100%	15	26	-42%	46	-67%
PARKING	1	8	-88%	17	29	-41%	42	-60%
POSS. MARIJUANA/DRUG PARAPHERNALIA	9	2	350%	26	20	30%	25	3%
THEFT	5	4	25%	29	34	-15%	21	36%
DISTURBING THE PEACE/NOISES	1			13	7	86%	11	16%
RESISTING ARREST/FAILURE TO COMPLY				6	2	200%	3	76%
INJURING/DEFACING PROPERTY		1	-100%	2	7	-71%	3	-33%
TRESPASSING		1	-100%	8	5	60%	20	-60%
UNDERAGE POSS/CONS ALCOHOL	4	3	33%	55	22	150%	41	33%
SALE / PROCUREMENT / OPEN CONTAINER							3	-100%
OTHER		2	-100%	13	18	-28%	21	-38%
ANIMAL	2	2		15	21	-29%	27	-44%
NUISANCES				5	7	-29%	11	-53%
JUVENILE ARR'S FOUND GUILTY	7	14	-50%	26	36	-28%	49	-47%
JUVENILE ARR'S DISMISSED							10	-100%
JUVENILES PLACED ON PROB/DJ/UPS	4	12	-67%	23	39	-41%	57	-60%
JUVENILE VIOLS OF PROB/DJ/UPS				3	4	-25%	12	-74%
JUVENILE FTA/PWL							53	-100%
ADULT ARR'S FOUND GUILTY	16	16		108	150	-28%	168	-36%
ADULT ARR'S DISMISSED		2	-100%	24	22	9%	50	-52%
ADULTS PLACED ON PROB/DJ/UPS	9	8	13%	72	72		67	7%
ADULT VIOLS OF PROB/DJ/UPS	1			1	3	-67%	15	-93%
ADULT FTA/PWL		7	-100%	15	31	-52%	92	-84%

DESCRIPTION	July 2012	July 2011	July Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	33	19	74%	230	182	26%	270	-15%
CONTINUANCE/SET FOR TRIALS/ETC	7	5	40%	97	46	111%	85	14%
CASES REVIEWED	47	34	38%	305	255	20%	265	15%
TRIALS FOUND GUILTY	3			34	23	48%	33	4%
TRIALS FOUND NOT GUILTY				1	2	-50%	296	-100%
TRIALS DISMISSED		1	-100%	22	5	340%	42	-48%
NEW CHARGES PROCESSED	93	77	21%	607	471	29%	722	-16%
NEW WARRANTS	10	11	-9%	89	95	-6%	120	-26%
DAYS JUVENILES SENT TO DETENTION					6	-100%	219	-100%
DAYS ADULTS SENT TO JAIL				50	18	178%	104	-52%
PAID TICKETS	43	38	13%	295	363	-19%	624	-53%
PAID WITH AUTO POINT REDUCTION	24	13	85%	140	131	7%	132	6%
PAID AS REGULAR TICKET	19	25	-24%	155	232	-33%	340	-54%
FROM PWL TO WARRANT					1	-100%	3	-100%

POLICE DEPARTMENT

JULY 2012 MONTHLY REPORT

During July 2012, the police department responded to 1,126 Calls for Service, a 16 percent increase from the 970 Calls for Service responded to in July of 2011. The year-to-date Calls for Service at the end of July were 7,407, a 12 percent increase over the 6,595 calls reported at the end of July, 2011.

Officers responded to 25 traffic accidents during the month of July which is a four percent increase from the 24 responded to in July of 2011. Through the end of July, officers have responded to 132 traffic accidents, which is a 20 percent decrease over the 164 accidents covered during the same time period last year.

Officers issued 44 penalty assessments during July 2012, which is a 38 percent increase over the 32 penalty assessments issued in July 2011. Among the criminal offenses reported were two kidnapping/abductions, one sex offense, ten assault offenses, nine burglaries, 14 larceny/thefts, three fraud offenses, three drug offenses and 21 vandalisms. The value of property stolen during the month was \$16,473 and \$5,304 was recovered. Officers arrested 53 adults and three juveniles, for a total of 56 arrests in July, 2012. This is five more arrests or a nine percent increase from the 51 total arrests made in July of 2011.

In July, the Youth Services Division received 23 youth referrals (12 males and 11 females). Youth referrals were received from the following: 20 from the Sterling Police Department, one from the Logan County Sheriff's Office, one from a school, and one from the Colorado State Patrol or other jurisdiction.

Officers responded to 36 calls at local liquor establishments, eleven less than the 47 calls responded to in July 2011.

Sterling Police Officers and staff completed 26.25 hours of training during the month of July, 2012. Year-to-date, employees have attended more than 1,852.09 hours of training.

DESCRIPTION	July 2012	July 2011	July Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	1,126	970	16%	7,407	6,595	12%	8,480	-13%
MOTOR VEHICLE ACCIDENTS	25	24	4%	132	164	-20%	170	-22%
CRIMINAL OFFENSES	163	112	46%	832	811	3%	835	0%
GROUP "A" OFFENSES	65	66	-2%	462	449	3%	459	1%
GROUP "B" OFFENSES	98	46	113%	392	362	8%	376	4%
VANDALISM	21	11	91%	106	88	20%	95	11%
ARRESTS								
ADULTS	53	45	18%	274	315	-13%	427	-36%
JUVENILES	3	6	-50%	23	26	-12%	67	-66%
PROPERTY								
STOLEN	16,473	17,907	-8%	151,311	123,164	23%	209,639	-28%
RECOVERED	5,304	2,039	160%	32,002	24,269	32%	57,300	-44%
MUNICIPAL CHARGES								
PA'S	44	32	38%	358	440	-19%	963	-63%
CRIMINAL CHARGES	32	20	60%	160	132	21%	195	-18%
WARNINGS	206	168	23%	1,732	1,373	26%	2,249	-23%
STATE CHARGES								
TRAFFIC	21	13	62%	188	174	8%	339	-44%
DUI'S	9	3	200%	39	28	39%	63	-38%
CRIMINAL CHARGES	43	15	187%	178	169	5%	220	-19%
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	12	14	-14%	107	122	-12%	108	-1%
FEMALE	11	5	120%	61	48	27%	64	-5%
TOTAL	23	19	21%	168	170	-1%	172	-3%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	20	19	5%	155	152	2%	157	-1%
LOGAN COUNTY SHERIFF'S OFFICE	1			2	2		4	-44%
DISTRICT COURT				2	4	-50%	1	67%
STATE PATROL/OTHER JURISDICTION	1			1	2	-50%	1	
PARENT/SELF				2	1	100%	4	-47%
SCHOOL	1			6	9	-33%	6	

STERLING FIRE DEPARTMENT

JULY 2012 MONTHLY REPORT

OPERATIONS:

- Attended SRFD meeting
- Led Command Staff meeting
- Planning meeting with Hicks Triathlon personnel
- Met with Captains individually to discuss personnel and department goals.

TRAINING:

- 1002's for Med 1, 5, S-13, E-11, E-16 Training
- Wild-Land Strategy training
- E-104 pumping and Driving
- Extrication training
- K.E.D. and Sager Splint training
- Splinting Rehabilitation training
- Decon training grass/ technical
- Pump training/Fire Attack evolutions

MAINTENANCE:

- E-104 had a hole in one of the rear tires. Tire replaced.
- S-14 needs a new gasket between the transmission and transfer case.
- Members fixed the doors on the back of E-12.
- Changed Booster reel hose on E-11 with new hose, old hose will be relocated to training grounds.
- Squad 14 & T-18, Med 1 to City Shops
- Changed light bulbs at Fairgrounds

OTHER

- Members moved Antique fire truck @ Museum
- Members completed a total of 44 inspections-7 New / 37 Re-inspections.

MAJOR INCIDENTS:

7-2-12	IR# 1032	Med Transport	SRMC to Haxtun
7-2-12	IR# 1036	CR 22/13	Grass Fire (Recall)
7-2-12	IR# 1038	821 N 8 th Street	Structure Fire (General)
7-3-12	IR# 1039	NCMC to Devonshire	Transport
7-4-12	IR# 1050	Hwy 61 & CR 47	Grass Fire (General)
7-4-12	IR# 1051	I-76, MM 115	Grass Fire
7-4-12	IR# 1054	25542 CR 46	Haystack Fire (General)
7-5-12	IR# 1056	MM 229, Hwy 14	Grass Fire (General)
7-6-12	IR# 1058	MM 142/ I-76	Traffic Accident
7-11-12	IR# 1085	CR 38 & CR 11	Fire (Recall)
7-12-12	IR# 1088	Chestnut/ Oak	Auto Accident w/Injury
7-15-12	IR# 1103	12668 Hwy 6	Grass Fire
7-16-12	IR# 1109	Hwy 71, MM 208	Rollover (Weld Cnty)
7-24-12	IR# 1153	441 MacGregor	DOA
7-24-12	IR# 1154	CR 42/CR 15	Grass Fire
7-29-12	IR# 1192	12106 CR 370	Structure Fire (Gen)
7-30-12	IR# 1200	Broadway/Sidney	Medical/Traffic Accident
7-30-12	IR# 1203		Transfer to Swedish
7-31-12	IR# 1208	State & 2 nd Ave	Car Fire

DESCRIPTION	July 2012	July 2011	July Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
FIRES								
City	2	4	-50%	19	26	-27%	21	-9%
Rural	7	10	-30%	87	43	102%	43	101%
Total	9	14	-36%	106	69	54%	64	66%
EMS/RESCUE								
City	94	62	52%	574	435	32%	403	43%
Rural	15	16	-6%	81	114	-29%	102	-20%
Total	109	78	40%	655	549	19%	504	30%
HAZARDOUS CONDITION								
City	18	22	-18%	146	127	15%	122	20%
Rural	15	5	200%	61	57	7%	47	30%
Total	33	27	22%	207	184	13%	169	22%
TOTAL 911 SERV CALLS								
City	114	87	31%	736	587	25%	604	22%
Rural	37	31	19%	229	214	7%	197	16%
Total	151	118	28%	965	801	20%	801	20%
AVERAGE RESPONSE TIME								
City	4	3	12%	39	25	52%	31	26%
Rural	16	9	73%	85	68	26%	76	13%
Overall Average	9.85	6.26	57%	62	46	33%	53	17%
GENERAL ALARMS								
Total General Alarms	9	7	29%	53	33	61%	31	70%
Average Number of Firefighters	11	9	22%	23			78	-70%
BUILDING FIRES								
Total Building Fires		3	-100%	11	11		9	20%

Fires Confined to Rm of Origin		0					5	-100%
TRAINING HOURS								
Career Hours	384	340	13%	3,022	2,514	20%	1,543	96%
Volunteer Hours	61	45	37%	440	578	-24%	418	5%
Total Hours	445	384	16%	3,461	3,092	12%	1,961	77%
Average Career Hours	25.6	22.6	13%	201	168	20%	103	96%
Average Volunteer Hours	5.1	3.7	37%	37	48	-24%	35	5%
FIRE INSPECTIONS								
New Inspections	7	2	250%	339	372	-9%	320	6%
Re-Inspections	37	6	517%	202	163	24%	164	23%
Total Inspections	44	8	450%	541	535	1%	484	12%
HYDRANT INSPECTIONS		59	-100%	29	81	-64%	192	-85%

PUBLIC WORKS DEPARTMENT

JULY 2012 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of July with a high temperature of 108° recorded at the water stations on the 20th. Evening temperatures also fluctuated similarly with a low of the month being 56° on the evening of the 10th and a high evening low of 69° recorded on the 5th. The station located east of Sterling recorded a total precipitation of 1.98" for the month. However, at Sterling Municipal Airport there was a total of 2.95" recorded in the month of July.

MONTHLY CLIMATOLOGICAL SUMMARY for JUL. 2012

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	83.3	100.9	2:00p	65.9	6:30a	0.0	18.3	0.00	9.3	35.0	5:00p	S
2	80.6	101.8	4:00p	61.7	6:00a	0.2	15.7	0.18	7.1	48.0	6:30p	NNE
3	81.2	101.4	4:30p	66.5	6:30a	0.0	16.2	0.20	6.9	42.0	6:00p	SSE
4	82.8	99.4	3:30p	67.0	6:00a	0.0	17.8	0.26	6.9	28.0	7:30p	NE
5	86.1	100.4	4:30p	71.9	3:00a	0.0	21.1	0.08	13.3	39.0	3:30a	SE
6	80.7	92.2	6:00p	64.8	12:00m	0.0	15.7	0.77	10.1	31.0	9:30p	NNE
7	72.2	83.7	5:30p	64.0	11:30p	0.1	7.2	0.27	6.8	40.0	9:30p	NE
8	67.6	77.2	6:00p	63.0	11:00a	0.4	2.9	0.44	4.1	19.0	7:00p	NE
9	73.0	83.0	4:00p	65.7	3:30a	0.0	8.0	0.00	5.0	19.0	4:00p	NE
10	73.4	85.2	4:30p	57.9	6:00a	1.0	9.5	0.00	6.7	24.0	3:00p	SE
11	78.2	92.7	4:30p	61.4	6:30a	0.3	13.6	0.00	6.7	29.0	11:30a	SSE
12	80.6	93.7	5:30p	67.3	5:30a	0.0	15.6	0.00	5.8	22.0	12:30a	NE
13	80.0	97.0	2:30p	59.6	5:30a	0.6	15.6	0.00	4.1	16.0	2:30p	NE
14	82.4	96.7	5:00p	61.9	5:30a	0.3	17.7	0.00	7.2	26.0	5:00p	ESE
15	83.9	102.6	5:30p	63.4	6:30a	0.0	19.0	0.00	5.1	43.0	10:00p	SE
16	81.8	97.4	4:00p	62.9	6:30a	0.1	16.9	0.00	5.9	25.0	10:30p	NE
17	80.2	94.0	3:30p	62.2	6:00a	0.1	15.3	0.00	5.8	31.0	5:00p	NNE
18	81.3	99.7	4:30p	62.7	5:30a	0.3	16.5	0.00	5.3	30.0	5:00p	SSE
19	84.6	101.8	2:30p	63.1	5:30a	0.1	19.7	0.00	7.0	26.0	3:00p	SE
20	87.7	102.7	1:30p	67.6	6:00a	0.0	22.7	0.01	9.2	29.0	4:30p	SE
21	86.3	104.1	5:00p	62.6	5:00a	0.0	21.4	0.00	6.4	34.0	10:00p	S
22	86.2	103.4	4:30p	67.4	6:00a	0.0	21.2	0.00	6.1	23.0	4:00p	S
23	85.7	103.2	5:00p	64.8	5:00a	0.0	20.7	0.00	7.9	23.0	6:30p	SE
24	85.1	102.2	5:30p	63.6	6:00a	0.1	20.1	0.00	5.2	28.0	9:30p	NE
25	77.2	89.2	3:00p	65.3	12:00m	0.0	12.2	0.22	7.3	32.0	5:30p	NE
26	75.8	92.5	6:00p	58.1	6:30a	1.1	11.9	0.00	3.8	15.0	2:30p	NE
27	81.4	99.9	4:00p	67.5	6:30a	0.0	16.4	0.00	8.3	47.0	7:00p	SSE
28	82.3	98.5	5:30p	63.4	5:30a	0.1	17.4	0.00	5.4	20.0	11:00a	NNE
29	77.4	97.1	4:30p	63.0	5:30a	0.1	12.4	0.47	6.8	48.0	5:30p	NE
30	75.1	90.2	4:00p	65.5	5:30a	0.0	10.1	0.03	4.9	31.0	7:00p	NE
31	78.8	94.0	3:30p	64.2	5:00a	0.0	13.8	0.02	4.4	22.0	11:30p	SSW
<div style="display: flex; justify-content: space-between; width: 100%;"> 80.4 104.1 21 57.9 10 4.9 482.6 2.95 6.6 48.0 2 NE </div>												

Max >= 90.0: 26
 Max <= 32.0: 0
 Min <= 32.0: 0
 Min <= 0.0: 0
 Max Rain: 0.77 ON 07/06/12
 Days of Rain: 11 (>.01 in) 8 (>.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 318 blocks being swept throughout the month compared to a year ago. However, the division also expended 0 tons of granular base, grading 57 blocks of alleys and 68 blocks of streets throughout the City. The division expended 219 tons of hot bituminous mix in pothole repair. A 77% decrease in resources was expended in cleaning catch basins with the number being 311 throughout the month compared to 1,344 a year ago.

The division expended 51 gallons of paint during the month painting parking and 23 gallons painting crosswalks.

The division repaired 18 traffic control signs, replaced 11 control signs, installed 22 new signs, and removed 22 traffic control signs throughout the City.

The sanitation division collected 27 tons of loose trash throughout the month. However, they collected 545 tons of compacted trash. This compacted trash is a 10% decrease compared to a year ago. Under time and material removals there were 7 tons this month.

DESCRIPTION	July 2012	July 2011	July Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
STREET MAINTENANCE								
Streets Swept (Blocks)	318	330	-4%	2,749	2,502	10%	3,476	-21%
Streets Swept (Intersections)								
Sweeper Water-Dust Control (Gals)	3,520	3,840	-8%	37,680	31,380	20%	50,602	-26%
Flushing Streets (Gals)								
Gravel/ABC-Alleys (Tons)				118	242	-51%	315	-63%
Gravel/ABC-Streets (Tons)		58	-100%	2,443	114	2038%	165	1381%
Grading Alleys (Blocks)	57	60	-5%	711	1,021	-30%	879	-19%
Grading Streets (Blocks)	68			110	120	-8%	406	-73%
Grade Parking Lots (Blocks)							4	-100%
Excavate Sub-base (Cu Yds)				427	156	173%	278	54%
Excavate Asphalt (Tons)	27			108			269	-60%
Excavate Concrete (Tons)							34	-100%
Structure Backfill (Tons)				197	718	-73%	523	-62%
Backfill-Pit Run & Yard Stock Dirt (Cu Yds)		95	-100%	135	830	-84%	461	-71%
Hot Bituminous Mix (Tons)	219	40	442%	567	486	17%	527	8%
Emulsion/Tack Oil (Gals)	20			20	130	-85%	88	-77%
Cold Mix-Asphalt (Tons)				1,810	1,878	-4%	866	109%
Catchbasins - Altosid Briquets	125	783	-84%	125	1,459	-91%	1,111	-89%
Catchbasins Cleaned (Each)	311	1,344	-77%	2,432	3,533	-31%	2,559	-5%
Painting-Parking (Gals)	51			56	18	211%	55	1%
Painting-Crosswalks (Gals)	23			180	35	414%	28	552%
Painting-Curbs (Gals)							87	-100%
Painting-Symbols (Gals)								
Painting-Lanes(Gals)							12	-100%
SIGN MAINTENANCE								
Traffic Control-Repair (Each)	18			47	2	2250%	7	553%

Traffic Control-Replace (Each)	11	46	-76%	32	85	-62%	89	-64%
Traffic Control-Install (Each)	22	47	-53%	62	106	-42%	110	-43%
Traffic Control-Remove (Each)	22	47	-53%	50	87	-43%	92	-46%
Street Name-Repair (Each)					1	-100%	20	-100%
Street Name-Replace (Each)		74	-100%		148	-100%	87	-100%
Street Name-Install (Each)		74	-100%		150	-100%	112	-100%
Delineators-Repair & Replace (Each)							3	-100%
SNOW/ICE CONTROL								
Snow Removal (Loads)				129	730	-82%	757	-83%
Salt/Sand Mix Material (Tons)				86	237	-64%	246	-65%
Plowed/Sanded Streets (Miles)				1,356	2,776	-51%	2,469	-45%
SANITATION								
Loose Trash/Debris Collection:WO (Tons)	27	28	-5%	527	402	31%	566	-7%
Compacted Trash Collection (Tons)	545	604	-10%	3,285	3,403	-3%	3,497	-6%
Alley Debris/Trash Removal: T & M (Tons)	7			94			28	236%
Yard: Sweepings + Misc Debris (Tons)	54	202	-73%	612	568	8%	982	-38%
Container Repairs-90 Rollouts (Each)	5	11	-55%	42	43	-2%	184	-77%
Container Repairs-Dumpsters (Each)	24	17	41%	329	184	79%	214	54%
Level Dumpsters - Gravel Base Pad				6			3	131%
Weed Control-Mowing (Hours)	45	41	11%	116	138	-16%	127	-9%
Weed Control-Burning (Hours)				3				
MATERIAL PROCESSING								
Haul Materials from Airport Pit (Cu Yds)								
Haul Sand from Logan County Landfill							4	-100%
Haul Materials from Vendor Yard (Tons)	136	259	-48%	369	1,096	-66%	752	-51%
Haul Materials from Project Site (Cu Yds)	281	20	1306%	308	212	45%	683	-55%
Haul Pulverized Asphalt/Millings (Cu Yds)	60	130	-54%	127	277	-54%	557	-77%
MISCELLANEOUS								
Haul Rip Rap Materials--Concrete							24	-100%
Crack Sealing (#'s per day)				28,980	38,790	-25%	26,825	8%

WATER/SEWER DIVISION

The water division produced 128,384,400 gallons, a 7% increase compared to July a year ago, and a 4% decrease in hours logged. Furthermore the division responded to 198 requests for locates throughout the month. The meter reader read 5,307 meters resulting in 96 turn-offs for delinquent payment and also 34 investigations for high usage. The division continued the testing regime necessary for the health department regulations, responded to 84 and cleared 84 SCADA alarms at the time of reporting.

The sewer division responded to 198 requests for locates.

DESCRIPTION	July 2012	July 2011	July Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
WATER DISTRIBUTION								
WATER SERVICES INSTALLED (No.)								
Water Services Installed -3/4"							0	-100%
Water Service Installed-1"							0	-100%
Water Service Installed-1 1/2"								
Water Service Installed-2"								
Water Service Installed->2"							1	-100%
Water Taps Installed (all sizes)							1	-100%
Water Services Repaired (leak)		3	-100%	5	4	25%	7	-26%
WATER MAINS INSTALLED (Feet) 4"							4	-100%
Watermain Installed-6"		2	-100%		2	-100%	0	-100%
Watermain Installed-8"					4	-100%	3	-100%
Watermain Installed-10"					7	-100%	1	-100%
Watermain Installed->10"								
Watermains Repaired (breaks) No.				5	12	-58%	9	-47%
WATER MAINS REPLACED (Feet) 4"								
Watermain Replaced-6"					17	-100%	11	-100%
Watermain Replaced-8"							1	-100%
Watermain Replaced-10"							104	-100%
Watermain Replaced->10"								
WATER MAIN VALVES INSTALLED (No.) 4"		1	-100%		1	-100%	0	-100%
Valves Installed-6"							2	-100%
Valves Installed-8"								
Valves Installed-10"							0	-100%
Valves Installed->10"		1	-100%		1	-100%	0	-100%
Valves Repaired		1	-100%		1	-100%	1	-100%
Valves Replaced		2	-100%		2	-100%	1	-100%
Valves Exercised				4	5	-20%	30	-87%
Valve Boxes Replaced		1	-100%		1	-100%	1	-100%
Valves Boxes Repaired							0	-100%
LOCATES (No.)								
Valves	132	244	-46%	1,337	1,342	0%	764	75%
Water Mains	66	118	-44%	669	667	0%	437	53%
Service Lines		4	-100%	190	4	4650%	61	210%
FIRE HYDRANTS (No.)							207	-100%
Fire Hydrants Installed							155	-100%
Fire Hydrants Repaired				4	2	100%	65	-94%
Fire Hydrants Replaced				3	1	200%	1	150%
Fire Hydrants Inspected				2			1	43%
Fire Hydrants Flushed				2			7	-70%
Fire Hydrants Painted							0	-100%
Pipe Fittings Installed							0	-100%
Cross (No)							2	-100%
Tee (No)							0	-100%

Bend (No)								
MISCELLANEOUS - OTHER								
Concrete Blocks Built (No.)								
Water Main Leak Detection (Feet)				30			8	275%
METER SECTION								
METERS (No.)								
Meters Read	5,307	4,512	18%	32,051	30,139	6%	24,031	33%
Meter Turn-offs (for repair)	10	8	25%	52	118	-56%	90	-42%
Meter Turn-offs (delinquent)	96	46	109%	405	418	-3%	345	17%
Meter Turn-ons (all)	110	71	55%	493	565	-13%	6,667	-93%
METER MAINTENANCE (No.)							23	-100%
Meters Repaired - In House							90	-100%
Meters Repaired - In Field					2	-100%	116	-100%
Meters Repaired - Manufacturer								
METER INVESTIGATIONS (No.)								
Zero Consumption				3			0	1400%
High Usage	34	29	17%	207	166	25%	264	-22%
Leaking in Meter Pit								
METER PIT MAINTENANCE (No.)								
Curb Stops Repaired							36	-100%
METER PIT INSTALLATION (No.)								
Meter Pits Installed							0	-100%
MISCELLANEOUS - OTHER (No.)								
Concrete Risers Manufactured								
Meter Pits Manufactured								
OPERATIONS SECTION								
WELL METERS (No.)								
Well Meters Read	24	16	50%	159	99	61%	81	95%
Park Meters Read	29	42	-31%	203	184	10%	128	59%
WELL HOUSE MAINTENANCE (No.)								
Motors Checked	403	403		2,769	2,756	0%	2,155	28%
Well Building Security Checked	651	651		4,473	4,452	0%	2,932	53%
WELL MAINTENANCE (No.)								
Well GPM Check							553	-100%
Well Check for Sand							896	-100%
Well Static Level							4	-100%
Well Draw Down								
Well Air Check	93	93		636	636		183	248%
GROUND STORAGE TANKS (No.)							10	-100%
7.5 MG Tank Checked	62	62		426	424	0%	305	40%
7.5 MG Tank Level Checked	62	62		426	424	0%	297	44%
2.0 MG Tank Checked	62	62		426	424	0%	295	45%
2.0 MG Tank Level Checked	62	62		426	424	0%	338	26%
Security Checks	62	62		426	424	0%	460	-7%
ELEVATED STORAGE TANKS (No.)							43	-100%
0.25 MG North Checked	93	93		639	636	0%	567	13%
0.25 MG North Level Checked	93	93		639	636	0%	567	13%
0.25 MG South Checked	93	93		639	636	0%	523	22%

0.25 MG South Level Checked	93	93		639	636	0%	614	4%
Security Checks	186	186		1,278	1,272	0%	1,126	14%
WATER QUALITY TESTING (No.)							90	-100%
Well Samples Taken					11	-100%	129	-100%
Distribution Samples Taken					15	-100%	196	-100%
Chlorine Samples Taken	155	101	53%	1,065	312	241%	280	281%
Bacteriological Samples Taken		63	-100%		92	-100%	89	-100%
Other - Samples taken							54	-100%
SCADA SYSTEM (No.)							52	-100%
SCADA Alarms	84	206	-59%	476	628	-24%	275	73%
SCADA Alarms Cleared	84	206	-59%	472	624	-24%	263	80%
DISINFECTION (No.)								
Chlorine Bottles Picked Up	26	20	30%	129	89	45%	81	60%
Chlorine Bottles Returned	26	20	30%	143	90	59%	80	79%
POTABLE WELLS								
WELLS PUMPED							12	-100%
Hours	3,844	3,990	-4%	20,468	18,734	9%	17,944	14%
Gallons	128,384	120,381	7%	652,504	553,355	18%	521,197	25%
Call Customer By Phone							4,133	-100%
UNCC LOCATES							114,393	-100%
City Requests	10	22	-55%	68	100	-32%	20	240%
Private Requests	102	127	-20%	690	634	9%	127	444%

DESCRIPTION	July 2012	July 2011	July Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
SANITARY SECTION								
Sewer Service Installed (No.)								
Sewer Service Installed (No.) 4"							1	-100%
Sewer Service Installed (No.) 6" & larger								
Sewer Service Taps Installed (No.) all							0	-100%
Sewer Service Inspected (No.)							1	-100%
Sewer Service Repaired (No.)							3	-100%
Sewer Lines Installed (Ft.)								
Sewer Lines Installed (Ft.) 6"								
Sewer Lines Installed (Ft.) 8"							180	-100%
Sewer Lines Installed (Ft.) 10"								
Sewer Lines Installed (Ft.) 12" & larger								
Sewer Lines Replaced (Ft.) 4"								
Sewer Lines Replaced -6" (Ft)					23	-100%	5	-100%
Sewer Lines Replaced -8" (Ft)								
Sewer Lines Replaced -10" (Ft)							3	-100%
Sewer Lines Replaced-12" & larger (Ft)								
Sanitary Sewer Relined-all sizes (Ft)								
Sewer Lines Cleaned (Ft.) 4"							20	-100%
Sewer Lines Cleaned (Ft.) 6"		54	-100%		429	-100%	1,109	-100%
Sewer Lines Cleaned (Ft.) 8"		465	-100%		5,665	-100%	12,928	-100%

Catchbasins Inspected (No.)							6	-100%
Catchbasins Repaired (No.)								
Catchbasins Replaced (No.)								
Catchbasins Cleaned (No.)							7	-100%
Storm Sewer Line Locates (No.)	66	122	-46%	634	672	-6%	781	-19%
Storm Sewer Manhole Locates (No.)	132	244	-46%	1,175	1,342	-12%	925	27%
Call Customer by Phone							1	-100%

AIRPORT DIVISION

The airport division witnessed 453 operations during the month of July. Throughout the month this division sold 4,031 gallons of fuel, which is a 2% increase from July 2011. However the total year-to-date of 27,707 gallons of fuel, is also an 8% increase compared to a year ago.

DESCRIPTION	July 2012	July 2011	July Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
OPERATIONS BY A/C TYPE								
A/C Single Engine	388	144	169%	1,227	915	34%	969	27%
A/C Multi Engine	10	24	-58%	87	76	14%	114	-23%
Helicopter	14	20	-30%	150	132	14%	142	6%
Turbojet	41	34	21%	343	218	57%	374	-8%
Other Types				2			4	-55%
TOTAL OPERATIONS	453	222	104%	1,809	1,341	35%	1,602	13%
AVIATION FUEL DISPENSATION								
Avgas (Gals.)	2,106	1,407	50%	9,827	7,569	30%	9,460	4%
Jet-A (Gals.)	1,925	2,531	-24%	17,879	18,150	-1%	17,207	4%
TOTAL FUEL	4,031	3,938	2%	27,707	25,719	8%	26,667	4%

CODE ENFORCEMENT DIVISION

There were 0 permits issued for new residential work with a construction value of \$-0- in the month of July. There were 21 permits for residential additions/alterations with a construction value of \$166,118.00. There were 0 permits issued for new non-residential work with a construction value of \$0 in the month of July. Furthermore there were 3 permits for non-residential additions and/or alterations with a construction value of \$17,754.00. For summation of the month there was a total of 24 building permits issued with a fee structure of \$6,429; 1 demo permit with a fee structure of \$24; 10 fence permits with a fee structure of \$200; 2 mechanical permits with a fee structure of \$57; 4 sign permits with a fee structure of \$120; 10 excavation permits with a fee structure of \$35, 2 manufactured home hookup permits with a fee structure of \$150 and 73 miscellaneous permits and/or approvals issued with a fee structure of \$14,414.00. Throughout July, there were 126 permits and/or approvals issued with a 100% increase compared to a year ago. The fee structure is \$21,429.00, a 90% increase compared to a year ago.

DESCRIPTION	July 2012	July 2011	July Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
NEW RESIDENTIAL								
Single-Family Detached 101								
Permits		1	-100%	2	2		1	233%
Units		1	-100%	2	2		1	233%
Value		80,000	-100%	249,000	204,300	22%	54,060	361%
Condominiums/Townhouses 102								
Permits								
Units								
Value								
Duplex 103								
Permits							0	-100%
Units							0	-100%
Value							37,310	-100%
Three & Four Family 104								
Permits								
Units								
Value								
> 4 Family Apartments 105								
Permits								
Units								
Value								
Manufactured Homes 106								
Permits								
Units								
Value								
TOTALS								
Permits		1	-100%	2	2		1	150%
Units		1	-100%	2	2		1	100%
Value		80,000	-100%	249,000	204,300	22%	91,370	173%
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	20	10	100%	130	65	100%	62	111%

Value	132,918	52,689	152%	1,024,256	316,780	223%	372,374	175%
Residential Garages/Carports 438								
Permits	1			5	7	-29%	4	19%
Value	33,200			77,901	87,564	-11%	53,589	45%
TOTALS - RES. ADD/ALTERATIONS								
Permits	21	10	110%	135	72	88%	66	105%
Value	166,118	52,689	215%	1,102,157	404,344	173%	425,963	159%
NEW NONRESIDENTIAL								
Amusement & Recreation 318								
Permits								
Value								
Churches & Religious 319								
Permits								
Value								
Industrial Buildings 320								
Permits								
Value								
Auto Service & Repair 322								
Permits							0	-100%
Value							20,532	-100%
Hospitals & Institutions 323								
Permits								
Value								
Offices 324								
Permits				1			0	150%
Value				1,924,600			110,651	1639%
Schools & Education 326								
Permits								
Value								
Commercial Buildings (Retail) 327								
Permits							0	-100%
Value							162,523	-100%
Public Works & Utilities 325								
Permits					2	-100%	0	-100%
Value					12,001,939	-100%	2,400,388	-100%
Other Buildings 328								
Permits		1	-100%	1	2	-50%	7	-86%
Value		43,602	-100%	191,317	46,602	311%	235,316	-19%
Structures 329								
Permits							4	-100%
Value							58,308	-100%
TOTALS - NEW NONRESIDENTIAL								
Permits		1	-100%	2	4	-50%	13	-84%
Value		43,602	-100%	2,115,917	12,048,541	-82%	2,987,717	-29%
NONRESIDENTIAL ADD/ALTERATIONS								
Nonresidential Add/Alterations 437								
Permits	3	3		26	24	8%	29	-9%
Value	17,754	180,431	-90%	2,491,912	1,084,232	130%	2,231,140	12%

**PARKS, LIBRARY AND RECREATION DEPARTMENT
JULY 2012 MONTHLY REPORT**

DEPARTMENT OVERVIEW

There were 28 pavilion reservations made in July for a year-to-date total of 153. There were eight facility reservations prepared during July.

No money was paid out in the Tree Removal program, for a year-to-date total of \$2,000. No money was paid out in the Tree Planting program for a year-to-date total of \$194.90.

The Department secretary attended PLR staff, secretary and newsletter meetings during the month. She prepared and distributed PLR news releases to media and answered the phone four times for the HR Dept. She called for copier repair one time. Department secretary also changed the tape once for the IT Tech and attended the Excellence Committee employee award celebration on July 26th.

July 6 – Director attended Bill Wright's retirement party.

July 9 – Director attended the Excellence Committee meeting.

July 11 – Director interviewed Perry and Roma Mason.

July 13 – Director interviewed one person for the PCF Superintendent position.

July 16 – Director assisted with the celebration honoring Perry Mason.

July 18 – Director interviewed two persons for the PCF Superintendent position.

July 23 – Director had a meeting of PCF personnel at the Service Center.

July 30 – Director had a follow-up with Curt Penney re: Excel light poles.

July 31 – Director attended a meeting re: Luft House.

Throughout the month Director also met at various times with Museum Curator Rich, Library Superintendent VanDusen, Recreation Superintendent Fuller and PCF Superintendent Gandee.

PARKS, CEMETERY, AND FORESTRY MONTHLY REPORT

Parks – Due to the state ban on fireworks and open flames the annual Fourth of July fireworks display had to be cancelled. The free concert did proceed as planned with “Joe For Nothin” putting on a great show. Mowing and irrigation operations for the month of July continued as scheduled. The summer softball season has concluded. The softball crew will have a week break from games and practices before the fall season begins. Spraying operations are continuing as scheduled. There were a total of forty-five pavilion/facility reservations for July. A new playground was ordered to replace the playground on the west side of Pioneer Park. The new playground should arrive at the end of September. The summer season ended for two seasonal employees at the end of the month. Wade Gandee was hired as the new PCF Superintendent. The parks division will now be taking applications for the vacated Maintenance III position.

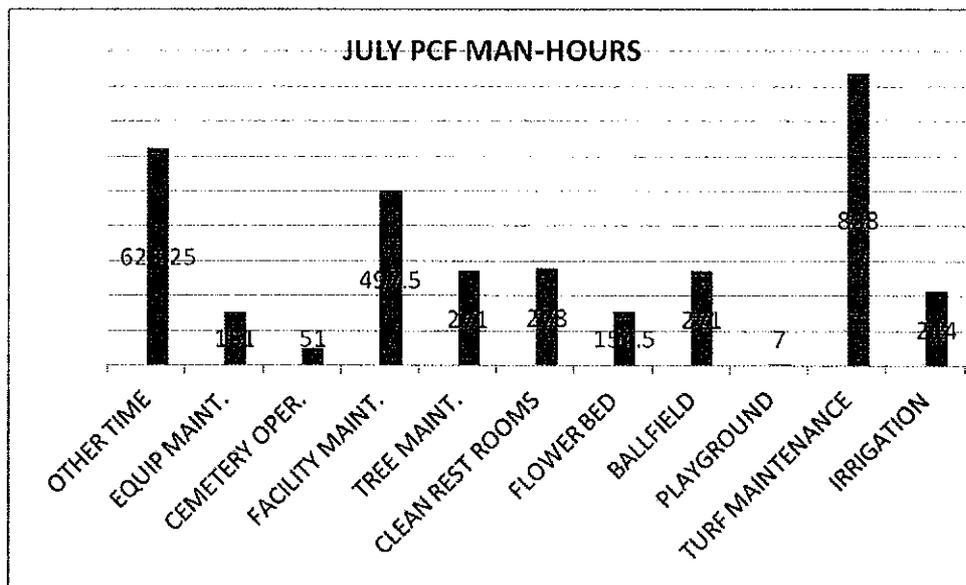
Cemetery – Cemetery visitations remained constant through the month of July. There were six grave openings and closings, four of which were cremations and two full burials. Four grave spaces and one niche were sold in July. Seventy-three grave spaces were repaired by the cemetery crew this month. Facility and grounds maintenance is continuing as scheduled. The cemetery crew was reduced by one member after the resignation of a maintenance I employee. A new laborer was hired but was unable to meet the minimum requirements needed to be a full time employee. The cemetery division will now be taking applications for the vacated Maintenance I position.

Forestry – Action Requests were delayed while the forestry crew worked on a large list of trees to trim for street sign clearance. Watering of the newly planted trees is continuing as needed. The streets and parks had to be cleaned up after a couple of summer storms. The Forestry crew trimmed two hundred twenty-seven trees and removed eighteen trees this month.

Ongoing PCF projects:

- Perform all routine maintenance activities as necessary
- Prepare ball fields for the fall season
- Complete Forestry Action Requests as needed
- Perform clean up from summer storms
- Hire the Parks Maintenance III position
- Hire the Cemetery Maintenance I position

Graph below denotes man-hours used during the month of July.



DESCRIPTION	June 2012	June 2011	June Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
PARKS								
Man-hours of equip maint (all PCF)	180	130	39%	180	630	-71%	887	-80%
Facility reservations	50	41	22%	92	220	-58%	129	-29%
Restroom cleanings/inspections	167	20	756%	767	570	35%	822	-7%
Man-hours of ballfield preparation	370	206	80%	803	1,194	-33%	821	-2%
CEMETERY								
Opening/Closing	5	8	-38%	57	58	-2%	55	3%
Cremains - Opening/Closing	5	3	67%	27	17	59%	22	24%
Spaces sold	1	8	-88%	30	26	15%	33	-10%
Monument permits		35	-100%		121	-100%	103	-100%
Graves repaired/raised	108	52	108%	783	584	34%	581	35%
Niches Sold	2	2		18	13	38%	13	41%
FORESTRY								
Trees trimmed	70	78	-10%	181	128	41%	249	-27%
Trees removed	34	17	100%	98	38	158%	93	6%
Action Requests completed	4	19	-79%	29	21	38%	33	-11%
Trees planted		3	-100%	37	49	-24%	50	-26%
Stumps removed by contract				37			22	71%

LIBRARY

The patron count for Sterling Public Library from July 1 through July 31, 2011 was 4,681.

There were 13 meetings in the Community Room in July.

The library had 10 Community Servants for a total of 110.5 hours of community service. Eleven volunteers worked 60 hours. Two CWEP volunteers worked 42 hours. Total volunteer hours for the month of July were 212.5.

Sterling Public Library made 233 interlibrary loan requests of other libraries and received 169 items. Other libraries made 164 interlibrary loan requests and Sterling Public Library loaned 107 items. Lending libraries were unable to fill 31 requests and Sterling Public Library was unable to fill 57 requests. Total interlibrary loan requests were 397 and 276 items were circulated.

The Haxtun Church Vacation Bible School visited the library on July 17th. Denise provided the program on Neil Armstrong and the kids made rockets. There were 9 kids and 4 adults attending the program.

The Prairie Pickers provided music at Tune Up and Tune In on July 5th. There were 28 people who enjoyed the music.

Overall the Summer Reading program went well. There were 477 kids age 2 through grade 12 that read a total of 9,823 hours. There were 57 adults who participated and read 736 books.

We changed the adult program for 2012 to log number of books read rather than hours. This change was appreciated by the adults.

PROJECT UPDATE:

Technology continues to be an important part of the library. Two thousand six hundred fifty patrons signed up and used the Internet and public access computers during July. This is an estimate as two of the drives on the server crashed in July and statistics for the first part of the month were lost.

There were 79 children who called Dial-a-Story during July. Vickie Nills, Margie, Kim and Pam read stories during the month. The stories can be heard by calling 522-6808.

The library was busy with Summer Reading Programs during July. Following is a list of programs and the attendance:

		children	adults
<u>Daring to Dream</u>			
July 2	President Roosevelt	43	16
July 9	Kristi Yamaguchi	54	19
July 16	Thomas Edison	29	10
July 23	Walt Disney	49	15
<u>Inspiring Art Challenge</u>			
July 3	President Roosevelt	16	
July 10	Kristi Yamaguchi	15	
July 17	Thomas Edison	15	
July 24	Walt Disney	13	
<u>Movie Night</u>			
July 11	Hercules	16	8
July 25	Alice in Wonderland	19	8
<u>Dream Big – Toddlers</u>			
July 12	Kristi Yamaguchi	12	11
July 26	Walt Disney		11
		9	
<u>Miscellaneous</u>			
July 5	Teddy Bear Slumber party –part 1	19	
July 7	Teddy Bear Slumber party –part 2	44	21
July 18	Night Creatures	15	11
<u>YA Program</u>			
July 15	T-shirt decorating contest	3	
Closing Program		106	86

The closing program was held at the Overland Trail Museum on July 31st. Anyone completing at least 6 levels was eligible to attend and bring their family. The Friends of the Library served

lasagna. Kids then learned about the gold panning, made guitars, listened to stories by Jo Ann Conter and made candy cars.

DESCRIPTION	July 2012	July 2011	July Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
Active Library Patrons								
Books Checked Out	11,209	11,692	-4%	67,329	69,961	-4%	60,038	12%
Digital check out	564			4,075				
In-house Circulation	635	1,012	-37%	3,797	7,342	-48%	8,009	-53%
Volunteer Hours	56	16	250%	333	50	566%	131	155%
Story Time Attendance				431	473	-9%	295	46%
Summer Reading Program	29	3	867%	659	680	-3%	688	-4%
Reference Questions	472	816	-42%	4,513	7,214	-37%	6,117	-26%
Books Placed on Hold	623	517	21%	3,834	4,194	-9%	2,494	54%
Inter-Library Loans								
Borrowed requests	233	272	-14%	1,542	1,695	-9%	1,419	9%
Loaned requests	164	164		1,303	1,515	-14%	1,239	5%
Total	397	436	-9%	2,845	3,210	-11%	2,656	7%
Library Meeting Room Use	13	6	117%	209	69	203%	110	90%
Patrons Using Facility	4,681	5,594	-16%	34,089	31,937	7%	32,908	4%
Hours Tutoring	345	73	373%	1,552	798	95%	903	72%
Internet use	2,650	2,739	-3%	14,912	12,263	22%	12,092	23%

RECREATION DIVISION

SUMMER SOFTBALL: We had excellent weather for softball all year in 2012, and July was no exception. There were only 6 games that had to be rescheduled due to lightning the entire summer! This is truly remarkable and a program scheduler's dream.

The Adult Summer Softball program, which includes Men's Slow Pitch and Co-Rec., concluded on July 31st. Attendance at the softball complex for the adult leagues totaled 3,960 player and spectator visits in July, 2012.

The Wildcat Girls Youth Softball concluded July 24th. Attendance at the softball complex for the youth wildcat leagues accounted for 3,820 player and spectator visits in July, 2012.

This year we made many important changes to the Youth Wildcat Softball program. We changed from grades to ages. We added Girls Whiffle T-Ball for 4 year olds. We changed from using pitching machines to using our own staff pitchers for 7 & 8 year olds. We went from having the coaches' hand pick teams to a fair draft system, and we added a new girls' 15 & 16 year old league. However, the girls' 15 & 16 year old league was not held due to lack of players.

ADULT FALL SOFTBALL: Registrations for the Fall Softball Leagues were taken through August 1st. Arrangements were made for umpires, scorekeepers, and field supervisors for this program. Previous employees were contacted and new employees were interviewed and hired. League play begins on August 13th and continues through September 14th. There are a total of 12 teams participating in the program. This is up 3 teams from last year.

ADULT FALL VOLLEYBALL: Registration information for Adult Fall Volleyball was prepared and distributed to all of last year's participants, as well as the local media in July. Games begin September 17th. The divisions offered are: Women's A, Upper B, Lower B, Co-Rec. Open, and Men's Open. The registration due date is August 22nd.

YOUTH FALL VOLLEYBALL: Registration forms for Fall Youth Volleyball was prepared and mailed to all of last year's participants, and information sent to the local media. The registration due date is August 15th, but individual registrations will be taken until the season starts, or until the t-shirt order is turned in. Practice begins the week of August 22nd and matches begin September 17th. There are already over 120 girls registered to participate this year.

ROTARY CLUB SOFTBALL TOURNAMENT: The Sterling rotary Club held its first annual Softball tournament on July 20, 21 & 22! Sheila Worley initiated contact with the City and ran the tournament at the City Softball Complex. There were 19 teams that participated. Heavy rain occurred on Saturday, but most of the games had already been completed for the day. Attendance for the tournament accounted for 2,220 player and spectator visits to the City Softball Complex.

CHILDRENS PET SHOW: The annual Kid's Pet Show, sponsored by the City of Sterling Recreation Division and Cher's Pet Shop, took place Saturday, July 14 at 10:00 a.m., at Propst Park. There was no fee to enter. Categories include: Best Dressed, Best Trick, Cutest Pet, Friendliest Pet, Agility Pet, Smallest Pet, Least Motivated Pet, and a very cute Pet Owner Look-A-Like. The Best of Show winner was "Kermit" the Tree Frog - owned by Elizabeth Adlesperger.

EMPLOYEES: The Sterling Recreation Division offers seasonal jobs to many youth and adults during the year. This summer there were: 12 youth softball umpires, 7 scorekeepers and 5 field supervisors. Adult softball employed: 6 umpires, 7 scorekeepers and 3 field supervisors. A total of 40 seasonal employees filled out the softball employee roster.

RECREATION CENTER

RECREATION CENTER ATTENDANCE REPORT: July, 2012's total admission figures were 10,760. July, 2011's total admission figures were 12,759. Total admissions for July, 2012 were down 1,999 visits from July, 2011. The decreases averaged approximately 64 patron visits a day less than July, 2011.

The reason for this decrease could be that the Family Admissions category, as well as the Non-Participant category, which were eliminated in 2012. In July, 2011 the Family Admissions category accounted for 3,324 admissions to the Recreation Center. To get this figure we estimated that 4 individuals used the facility on each admission. We know that it actually varied from 3 to 12 individuals each time, which could account for the number being lower this year. This year, without the Family Admissions and Non-Participant categories, those individuals' attendances were entered under other admissions categories. Every other individual admission category increased and accounted for 2,408 of those 3,324 admissions.

Additionally, an actual decrease is difficult to understand because the average daily temperature this July was the highest in recorded history, and the Recreation Center pools appeared busier than they have ever been!

CHILD ADMISSIONS: There were a total of 1,337 Child Admissions to the Recreation Center in July, 2012. This is up 436 visits from July, 2011. In all categories, paid admissions and punch card admissions make up the total.

YOUTH ADMISSIONS: There were a total of 4,667 Youth Admissions to the Recreation Center in July, 2012. This is up 978 visits from July, 2011.

SENIOR ADMISSIONS: There were a total of 594 Senior Admissions to the Recreation Center in July, 2012. This is up 190 visits from July, 2011.

ADULT ADMISSIONS: There were a total 3,265 Adult Admissions to the Recreation Center in July, 2012. This is up 804 visits from July, 2011.

NO OUTDOOR POOL HEATER PROBLEMS: The outdoor pool's water heater problems that had plagued us for the past three years were discovered, addressed and overcome. Multiple boiler experts, plumbers, and electricians had been brought in to analyze the heater's problems, to no avail. The heater's problem was that carbon was building up inside of the heat exchanger and it was also dropping down and clogging the natural gas burners. The cause of the problem was discovered and rectified by Del at McMurrin Electric. The water temperature needs to be over 100 degrees at the intake, and our water was coming in at 78 degrees or whatever the outdoor pool water temperature was. By manipulating flow valves and re-routing and mixing warmer water with the colder pool water, the condensation problem and carbon build-up problems were eliminated!

SWIM LESSONS: Two of the five sessions of summer American Red Cross swimming lessons took place in July, 2012. A total of 289 children took swimming lesson classes in July, which was down 52 children from last year. The cost of swimming lessons went up this year from \$22.00 to \$30.00, which could be the reason for the lower number. There were 246 children in regular swimming lessons classes and 43 children in private swimming lessons. The 289 children amassed 2,890 visits to the Recreation Center during the morning lessons in July, and that is not counting all the family members that accompanied them to their swimming lesson classes!

STERLING SWIM TEAM: There were just 22 kids participating on the Sterling Swim Team. This is 22 less kids than in 2011. This is a large decrease and is something to be concerned about as many of our future lifeguards were swim team members.

These 22 kids accounted for 224 visits to the Recreation Center for practice. Practices are scheduled weekly, Monday - Friday from 10:00 a.m. - 11:30 a.m. in the outdoor pool. There were three Recreation Center swim team coaches working with the kids daily. The coaches do everything from conducting daily practices to attending out of town swim meets with the kids.

RE-1 SUMMER CLUB: There were 394 kids from the RE-1 valley school summer club that used the outdoor pool during July, 2012. This is 90 more than July 2011. Due to intergovernmental agreements between the City of Sterling and RE-1 Valley Schools, there was no charge for these visits.

EMPLOYEES: The Recreation Center employed 49 American Red Cross certified seasonal staff during the summer of 2012. This is five more than last year. They range from L.G.T.

(lifeguards) to Water Safety Instructors that teach swimming lessons, to Head Lifeguards, to the Outdoor Pool Supervisor's. Before they can be hired, a Lifeguard must pass a 32 hour Lifeguard Training class. W.S.I.'s must take an additional 32 hour long Water Safety Instructor class to learn how to teach swimming lessons. Lifeguards are observed by all full-time staff throughout the year and are able to prove themselves throughout the year by being dependable, flexible, and willing to work. These individuals are chosen to become Head Lifeguards. They then take 10 hours of Head Lifeguard training with the Recreation Superintendent, 6 hours of training with the head cashiers, and three hours of Aqua Aerobics training!

	July	July	July	YTD	YTD	YTD	5 yr YTD	5 yr YTD
DESCRIPTION	2012	2011	Change	2012	2011	Change	Avg	Change
Summer								
Adult Softball Teams	26	27	-4%	78	81	-4%	91	-14%
Adult Softball Participants	2,160	1,100	96%	4,380	5,060	-13%	4,818	-9%
Adult Softball Spectators	1,800	1,500	20%	3,670	5,460	-33%	7,436	-51%
Wildcat Softball Teams	32	29	10%	96	87	10%	83	16%
Wildcat Softball Participants	808	1,400	-42%	2,900	3,404	-15%	3,790	-23%
Wildcat Softball Spectators	2,100	3,600	-42%	6,860	8,760	-22%	9,164	-25%
Pet Show Participants	10	11	-9%	10	11	-9%	13	-24%
Rockies Baseball Skills Challenge				20	15	33%	19	3%
July 4th Dance Attendance	200	400	-50%	200	400	-50%	480	-58%
July 4th Fireworks Attendance		5,000	-100%		5,000	-100%	5,600	-100%
Tennis Lessons	10			18	11	64%	2	718%
Tennis Leagues								

OVERLAND TRAIL MUSEUM

The Museum continued to have slightly above average visitation through the month of July. Total attendance for the month was 3,945 visitors representing 26 states and 3 foreign countries.

Heritage Festival 2012 was a great success. Despite another year of high temperatures, we had an estimated 3,200 visitors. Leo Everett and the Clear Creek Cowboys were the headline entertainers; I have received comments from a large number of people who thoroughly enjoyed their show and are hoping that they return! Gail Woerner presented her history of rodeo and history of rodeo clowns in the HPEC. Other successes this year were the bungee bull, the souvenir photos and the gold panning. The staff met a week after the event and did a complete evaluation. The SPD provided all day traffic control, which was a great help and the SFD provided a safety and first aid station.

The HPEC was rented for two occasions this month. A tour group from the front range rented the facility for lunch and also toured the museum. About 200 people attended the library's end of the summer program and enjoyed a meal, gold panning and other activities. A Vacation Bible School group from Holyoke came to the museum for a tour and activities. The September Tea

committee met at the Museum with Kay and Museum staff to plan this year's tea. The theme this year will be weddings throughout the years. Janet Bigler will present the musical portion of the program. The tea will take place on Thursday, September 13th in the HPEC.

The tannery committee has been working on weekends and are nearing completion of the Lawrey Tannery. Bob Patton has talked with Kay about the text panels which will explain the workings of the tannery and will also include Otis Otzenberger's detailed drawings. The Museum has recently found a video tape of Mr. Lawrey explaining the tannery. This has been transferred to a DVD and will be played on a digital screen in the exhibit. Most of the materials used have been donated, which leaves most of the LCHS tannery funds available for completing this exhibit.

Kay and Perry watched the CIRSA webinar on Violence in the Workplace on July 25.

Barbara and Linc Weaver, owners of the Luft House, have met with Jody and Kay about the possibility of donating the house to the City or to the Historical Society. Following the meeting they met with the City Attorney to seek some answers about how this might work.

Kay has worked with the Marketing Committee from the Chamber and has put the posters up in the windows of four empty downtown buildings. Wayne and Darin built easel type stands which will make the posters very easy to display and to move around to different locations.

Kristine Rodine has completed her hours with SOS staffing and is now an official City employee.

Museum Projects

Accessioning artifacts.....	Ongoing project
Cleaning buildings & artifacts.....	Ongoing
Archive room.....	In progress
Logan County exhibit.....	Completed
Tannery.....	In progress
Research Room.....	Plans progressing
Reorganization of photo archives.....	In progress
Concrete work (gutters & sidewalks).....	Bidding in progress

DESCRIPTION	July 2012	July 2011	July Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
Numbers of Donors	2	2		15	14	7%	30	-50%
Number of items donated	4	4		53	37	43%	101	-48%
Number of School Visits	1			22	10	120%	18	22%
Number of Students	25			865	435	99%	793	9%
Prairie School Students		16	-100%	30	76	-61%	114	-74%
Prairie School Teachers		2	-100%	4	10	-60%	11	-64%
Number of Special Events	1	2	-50%	6	8	-25%	5	25%
Total Attendance of Special Events	3,200	2,628	22%	3,272	2,694	21%	2,955	11%
Number of facility rentals	2			8	2	300%	2	233%
Number of Tour Buses	1			3	2	50%	1	400%
Tour Bus Visitors	40			75	60	25%	17	341%
States represented	26	38	-32%	119	142	-16%	142	-16%
Foreign Countries Represented	3	7	-57%	12	16	-25%	16	-23%
Total of All Visitors	3,945	3,372	17%	8,320	6,282	32%	7,069	18%
Volunteer Hours	89	111	-20%	124	440	-72%	474	-74%
Square Foot, Bldg. Maintained	29,766	24,766	20%	208,362	173,362	20%	173,362	20%