

# STERLING

A Colorado Treasure

**MONTHLY REPORTS**  
**July 2014**

## CITY MANAGER

### JULY 2014 MONTHLY REPORT

#### **City Manager:**

City Manager Kiolbasa attended or met with the following:

Bill Wright;  
Harold Lentz – citizen about fire hydrant;  
Harold Boone regarding drainage on his property;  
Stan Kiser regarding computer programs in dispatch;  
Councilmember Pat Lawson;  
Jim Yahn;  
County Commissioners;  
Citizen complaint about water line;  
Jim Horner;  
Alan Holt;  
Walt Hardesty; and  
Josie Wasson.

#### **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 attended the Employee Recognition reception. She helped cover telephones in the Personnel/HR Department.

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

*The following are the meetings the EMC attended in the month of July;*

- **Northeast CO Emergency Managers Group**
  - In Yuma, CO.
  - Discussion on the PDM update project.
  - Financial reports due to fiscal agent
  - New EMPG requirements and templates
  - Future projects for the region
  
- **Logan County ESF8 / Health Care Coalition**
  - Health Care Coalition updates and deliverables discussed.
  - Assisted living and nursing home issues in disasters.
  - Evacuation transportation needs during disasters.
  
- **Sterling Emergency Communications Center Advisory Board**
  - Discussion of personnel issues.
  - New Department Head position update
  
- **Logan County E911 Authority Board Meeting**
  - Discuss New World Systems CAD update project
  - 2015 Budget discussion and proposed projects.

- **New World Systems Software Update Review**
  - Agency needs and costs breakdown.
  - Timelines and budgets for the project.
- **Department of Local Affairs (DOLA)**
  - Webinar for Community Development Block Grant (CDBG) and HUD grant programs.

## **TRAINING AND RESPONSES**

- National Weather Service Severe Weather training and webinar.
- Northeast All Hazards Region training on credentialing in Greeley.
- Numerous severe weather incidents throughout the county. I monitor warnings and post updates to WebEOC and EM Facebook.

## **OTHER OEM ACTIVITIES**

### **Work continues on the large Pre-Disaster Hazard Mitigation plan update.**

Incident, emergency and disaster information from the previous five years is updated.

Hazard mitigation projects for the next five years is updated and entered.

The completed County Element for Logan County was sent in to our contractor within the specified deadline. All financial data for the Plan update is compiled, organized and sent to the project fiscal agent. Logan County and Sterling have exceeded the minimum soft match requirement for the grant.

Work continues on the Logan County/ Sterling Emergency Operations Plan update.

Contact information is updated in the Basic Plan.

When completed, the plan will be readopted by the City.

EMC Owens completed all bookkeeping and accounting tasks for the E911 Board. He compiled all of the 2014 data and projections to create a 2015 budget worksheet for the Authority Board meeting in August.

### **Emergency Communications Center:**

- Communications Center handled 2,206 calls for service during the month of July 2014, a 6 percent decrease from the 2,357 calls received in July 2013.
- Sterling Police Department handled 1,146 calls for service in July 2014, no change compared to 1,143 calls for service received in July 2013.
- Logan County Sheriff's Office received 746 calls for service in July 2014, a 10 percent decrease compared to 828 calls for service received in July 2013.
- Crook Fire Department handled 16 calls for service in July 2014 compared to 10 calls for service in July 2013.
- Fleming Fire received 9 calls for service in July 2014 compared to 5 calls for service in July 2013.
- Merino Fire handled 13 calls for service in July 2014 compared to 9 calls for service in July 2013.
- Peetz Fire handled 2 calls for service in July 2014 compared to 4 calls for service in July 2013.
- Sterling Fire handled 211 calls for service in July 2014, a 4 percent decrease compared to 220 calls handled in July 2013.

DESCRIPTION	July 2014	July 2013	July Change	YTD 2014	YTD 2013	YTD Change
ACTIVITIES						
CALLS for SERVICE						
STERLING DISPATCH	2,206	2,357	-6%	14,690	14,526	1%
CITY OF STERLING	1,146	1,143	0%	6,717	7,407	-9%
LOGAN COUNTY	746	828	-10%	5,503	5,790	-5%
STERLING FIRE 07530	211	220	-4%	1,277	1,207	6%
CROOK FIRE 07505	16	10		50	63	
FLEMING FIRE 07515	9	5		30	50	
MERINO FIRE 07522	13	9		66	85	
PEETZ FIRE 07525	2	4		32	41	

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

Daily backup of all servers, Finance & Police Systems continue. ITS Anderson performed the routine changes for new and former user processes and file security maintenance. She set up Holiday backups and processed IBM Maintenance renewals for both AS400 systems.

The City internet was down for about 4 hours on the morning of July 4<sup>th</sup>. It turned out to be a media converter box that was down at the communications center. A plan was made to add converter ports directly to switches to eliminate the converter boxes at City Hall and the Communications Center.

The ITS allowed server access for repair and upgrade of the Police Tracker system. She also assisted with access for the ADG Tax program update to be run overnight.

ITS Anderson assisted several departments with phone issues, printers, computer problems and updates and changes to the city website. She assisted 5 employees with cell phone issues. Helped dispatch with access to network after updates to their Dictaphone audio backup system. The City had an incident with no access to any of the networked printers. Les was able to correct the issue. A new public printer was installed at the Library.

ITS Anderson worked on 2015 budget information to submit for consideration. She attended two meetings regarding NWS program upgrades to be considered.

Mary Ann attended two SWellness meetings and prepared SWellness flyers and information for coming events. She also attended an ICMA informational meeting. She also covered the phones at the reception desk for breaks as needed.

## CITY ATTORNEY

### JULY 2014 MONTHLY REPORT

#### MEETINGS:

The City Attorney attends City Council meetings and work sessions, Staff meetings, and various other meetings as needed, including meetings with department directors, individual City Council members, and other personnel. The City Attorney attended various meetings with the City Manager and individuals as needed and requested, including meetings involving the Charter franchise negotiations; meetings with the water attorneys regarding water issues and a scheduled trial; meeting with the Fire Chief and Finance Director regarding lease/purchase of fire department equipment; meeting with Directors and other city personnel regarding a software issue for Police records; meeting with the Mayor and Clerk to review a city council agenda in the absence of the acting city manager; and telephone meetings with the contractor regarding final arrangements on the interview process for the city manager position. The Deputy City Attorneys attend meetings as required for their respective positions.

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

#### DOCUMENT PREPARATION:

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

Prepared the following Resolutions:

Resolution No. 7-1-14, Series of 2014 – A Resolution before the City of Sterling, Logan County, Colorado, approving an Attachment G to Professional Services Agreement with Armstrong Consultants, Inc.

Resolution No. 7-2-14, Series of 2014 – A Resolution before the City of Sterling, Logan County, Colorado, approving a Lease-Purchase Agreement with PNC Equipment Finance, LLC for the lease/purchase of Fire Department equipment.

Resolution No. 7-3-14, Series of 2014 – A Resolution before the City of Sterling, Logan County, Colorado regarding the Fire & Police Pension Association (FPPA) election regarding member contributions to the Statewide Defined Benefit Plan (Fire Department).

Resolution No. 7-4-14, Series of 2014 – A Resolution before the City of Sterling, Logan County, Colorado regarding the Fire & Police Pension Association (FPPA) election regarding member contributions to the Statewide Defined Benefit Plan (Police Department).

Prepared the following Ordinances:

None.

Other Documents:

The City Attorney reviews and assists in finalizing various contracts and other legal documents for City departments. The City Attorney prepared agreement forms regarding the Police Department Cadet program, and began work on the City Manager Employment Agreement. The City Attorney also prepared a request for bids regarding City-owned property known and referred to as Knowles Field.

#### MUNICIPAL COURT:

The Deputy City Attorney prosecuted one charge and the defendant was found not guilty. Three defendants changed their pleas to guilty prior to trial; five charges were dismissed; and seven defendants entered into deferred judgment stipulations. 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 one application for liquor license renewal; and three applications for special events permits.

MISCELLANEOUS:

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

The City Attorney continues to assist with the executive search for the City Manager position.

The City Attorney continues to work on the Buffalo Hills Marketplace project, including attending various meetings related to the project; and the Knowles Field project.

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 with answering the telephones and receptionist duties when needed, and covers/assists other departments as requested, when necessary.

**FINANCE DEPARTMENT**  
**JULY 2014 MONTHLY REPORT**

The Finance Department assisted 3,435 customers during the month of July 2014. This compares to 3,210 customers in July 2013. This number does not include the contacts made by the Director of Finance. There were on average 149 customer contacts per day for July 2014. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in July 2014 in comparison to July 2013.

The General Fund revenues for the month of July 2014 amounted to \$1,064,582.89. The revenue for the month ended July 2013 in the General Fund amounted to \$968,359.17. Expenditures for the General fund for the month ending July 31, 2014 amounted to \$1,751,324.84 and for the same period in 2013 the expenditures were \$1,052,193.32.

Cash in all City funds totaled \$2,112,398.31 on July 31, 2014 and for July 31, 2013 on hand was \$2,939,250.13. On July 31, 2014 the City of Sterling had outstanding a total of \$17,954,459.60 in investments, this amount is for all funds. This breaks down to \$206,097.92 in Certificates of Deposit, \$17,647,864.68, ColoTrust Plus and \$100,497.00 in Money Market.

There were \$1,754,246.47 worth of checks issued in July 2014 for all funds; this compares to \$1,450,706.74 for the same period in 2013. There were 6783.9 gallons of gasoline and diesel used in the month of July 2014 for all City operations. This compares to 6512.5 gallons gasoline and diesel used in July 2013.

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

## Investment Breakdown

2014

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.	7/31/14
<b>General Fund:</b>				
Colostrust Plus	\$2,220,066.45	\$870,000.00	\$305,183.03	\$1,655,249.48
Colostrust Plus - Seizure Money	\$26,685.93	\$0.00	\$2.53	\$26,688.46
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$2,246,752.38</b>	<b>\$870,000.00</b>	<b>\$305,185.56</b>	<b>\$1,681,937.94</b>
<b>Hotel Tax Fund:</b>				
Colostrust Plus	\$325,085.70	\$0.00	\$16,032.31	\$341,118.01
<b>TOTALS</b>	<b>\$325,085.70</b>	<b>\$0.00</b>	<b>\$16,032.31</b>	<b>\$341,118.01</b>
<b>Water Fund:</b>				
Colostrust Plus	\$6,681,190.16	\$945,000.00	\$185,653.92	\$5,921,844.08
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$6,681,190.16</b>	<b>\$945,000.00</b>	<b>\$185,653.92</b>	<b>\$5,921,844.08</b>
<b>Sanitation Fund:</b>				
Colostrust Plus	\$569,003.05	\$15,000.00	\$15,054.68	\$569,057.73
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$569,003.05</b>	<b>\$15,000.00</b>	<b>\$15,054.68</b>	<b>\$569,057.73</b>
<b>Sewer Fund:</b>				
Colostrust Plus	\$4,166,080.23	\$215,000.00	\$40,405.52	\$3,991,485.75
Certificates of Deposit	\$206,097.92	\$0.00	\$0.00	\$206,097.92
Money Market	\$100,497.00	\$0.00	\$2.57	\$100,499.57
<b>TOTALS</b>	<b>\$4,472,675.15</b>	<b>\$215,000.00</b>	<b>\$40,408.09</b>	<b>\$4,298,083.24</b>
<b>Perpetual Care Fund:</b>				
Colostrust Plus	\$173,355.67	\$0.00	\$17.01	\$173,372.68
<b>TOTALS</b>	<b>\$173,355.67</b>	<b>\$0.00</b>	<b>\$17.01</b>	<b>\$173,372.68</b>

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	7/31/14
<b>Library Improvement Fund:</b>				
Colostrust Plus	\$27,949.78	\$0.00	\$2.75	\$27,952.53
<b>TOTALS</b>	<b>\$27,949.78</b>	<b>\$0.00</b>	<b>\$2.75</b>	<b>\$27,952.53</b>
<b>Conservation Trust Fund:</b>				
Colostrust Plus	\$236,887.72	\$0.00	\$23.21	\$236,910.93
<b>TOTALS</b>	<b>\$236,887.72</b>	<b>\$0.00</b>	<b>\$23.21</b>	<b>\$236,910.93</b>
<b>Karl Falch Library Trust Fund:</b>				
Colostrust Plus	\$31,152.73	\$0.00	\$3.06	\$31,155.79
<b>TOTALS</b>	<b>\$31,152.73</b>	<b>\$0.00</b>	<b>\$3.06</b>	<b>\$31,155.79</b>
<b>Employee Self-Insurance Fund:</b>				
Colostrust Plus	\$570,813.46	\$8,000.00	\$55.18	\$562,868.64
<b>TOTALS</b>	<b>\$570,813.46</b>	<b>\$8,000.00</b>	<b>\$55.18</b>	<b>\$562,868.64</b>
<b>Service Center Fund:</b>				
Colostrust Plus	\$400,693.57	\$10,000.00	\$30,041.49	\$420,735.06
<b>TOTALS</b>	<b>\$400,693.57</b>	<b>\$10,000.00</b>	<b>\$30,041.49</b>	<b>\$420,735.06</b>
<b>Old Hire Police Pension Fund:</b>				
Colostrust Plus	\$636,540.82	\$0.00	\$62.31	\$636,603.13
<b>TOTALS</b>	<b>\$636,540.82</b>	<b>\$0.00</b>	<b>\$62.31</b>	<b>\$636,603.13</b>
<b>Risk Management Fund:</b>				
Colostrust Plus	\$970,564.89	\$126,000.00	\$125,101.78	\$969,666.67
<b>TOTALS</b>	<b>\$970,564.89</b>	<b>\$126,000.00</b>	<b>\$125,101.78</b>	<b>\$969,666.67</b>
<b>Capital Equipment Fund:</b>				
Colostrust Plus	\$1,257,749.64	\$20,000.00	\$20,123.56	\$1,257,873.20
<b>TOTALS</b>	<b>\$1,257,749.64</b>	<b>\$20,000.00</b>	<b>\$20,123.56</b>	<b>\$1,257,873.20</b>

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	7/31/14
<b>Capital Improvement Fund:</b>				
Colostrust Plus	\$825,201.89	\$0.00	\$80.65	\$825,282.54
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$825,201.89</b>	<b>\$0.00</b>	<b>\$80.65</b>	<b>\$825,282.54</b>
<b>Grand Totals All Funds:</b>				
Colostrust Plus	\$19,119,021.69	\$2,209,000.00	\$737,842.99	\$17,647,864.68
Certificates of Deposit	\$206,097.92	\$0.00	\$0.00	\$206,097.92
Money Market	\$100,497.00	\$0.00	\$2.57	\$100,499.57
<b>Grand Total</b>	<b>\$19,425,616.61</b>	<b>\$2,209,000.00</b>	<b>\$737,845.56</b>	<b>\$17,954,462.17</b>

## GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

7/31/2014

### BALANCE SHEET

#### ASSETS:

Cash	\$457,148.83
Flex Cash Account	\$10,179.27
Petty Cash	\$980.00
Cash with County Treasurer	\$36,800.38
Accounts Receivable	\$190,914.68
Taxes Receivable	\$51,826.40
Sales Tax Receivable	\$671,215.73
Property Tax Receivable	\$1,024,649.00
Investments	\$1,655,249.48
Investment - Federal Seizure	\$26,688.46
Prepaid Fuel	\$42,985.17
Prepaid Fuel - Airport	\$11,455.88
Postage Clearing Account	\$1,668.72
Prepaid Prisoner Housing	\$44,618.00

**TOTAL ASSETS**

**\$4,226,380.00**

#### LIABILITIES:

Ded/Ben Clearing Account	\$2,572.03
Accounts Payable	\$222,945.78
Accounts Payable - Logan County	\$1,826.52
Accrued Salaries	\$223,959.13
Court Bonds	\$1,285.00
Restitution Clearing Account	\$1,323.80
Seizures	\$600.00
Deferred Revenue	\$1,024,649.00
Deferred Revenue - Other	\$826.86

**TOTAL LIABILITIES**

**\$1,479,988.12**

#### FUND BALANCE:

Reserve for Museum (Bernice Sanders)	\$28,332.10
Reserve for Museum (Exhibits)	\$42,505.32
Designated for Arts	\$70,000.00
Unreserved Fund Balance	\$2,666,892.23
Excess Revenue over Expenditures	-\$61,337.77

**TOTAL FUND BALANCE**

**\$2,746,391.88**

**TOTAL LIABILITIES  
& FUND BALANCE**

**\$4,226,380.00**

**GENERAL FUND**

7/31/2014

<u>REVENUES:</u>	<b>BUDGETED 2014</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Real & Personal Prop. Tax	\$1,015,537.00	\$23,361.32	\$1,011,169.60	\$4,367.40
Road & Bridge Fund Taxes	\$80,000.00	\$0.00	\$153,946.85	-\$73,946.85
Auto Ownership Taxes	\$100,000.00	\$10,022.88	\$77,567.66	\$22,432.34
Sales Tax	\$6,625,000.00	\$620,637.17	\$4,051,793.04	\$2,573,206.96
Vehicle Use Tax	\$230,000.00	\$27,233.67	\$168,125.22	\$61,874.78
Building Material Use Tax	\$70,000.00	\$6,328.43	\$80,092.74	-\$10,092.74
Sales Tax Rebate	\$58,000.00	\$5,911.00	\$29,157.00	\$28,843.00
Employment Occupation Tax	\$15,400.00	\$0.00	\$15,400.00	\$0.00
<b>TOTAL TAXES</b>	<b>\$8,193,937.00</b>	<b>\$693,494.47</b>	<b>\$5,587,252.11</b>	<b>\$2,606,684.89</b>
Franchise Taxes	\$681,775.00	\$44,310.13	\$413,965.05	\$267,809.95
Licenses & Permits	\$172,950.00	\$18,328.97	\$126,625.98	\$46,324.02
Intergovernmental Revenue	\$3,714,806.00	\$175,073.66	\$1,504,785.82	\$2,210,020.18
Charges for Service	\$261,700.00	\$37,659.88	\$170,118.15	\$91,581.85
Fines & Forfeits	\$128,300.00	\$10,800.17	\$67,845.28	\$60,454.72
Miscellaneous Revenue	\$486,415.00	\$38,308.61	\$279,784.95	\$206,630.05
Transfer from Other Funds	\$560,918.00	\$46,607.00	\$326,249.00	\$234,669.00
<b>TOTAL OTHER REVENUES</b>	<b>\$6,006,864.00</b>	<b>\$371,088.42</b>	<b>\$2,889,374.23</b>	<b>\$3,117,489.77</b>
<b>GRAND TOTAL REVENUES</b>	<b>\$14,200,801.00</b>	<b>\$1,064,582.89</b>	<b>\$8,476,626.34</b>	<b>\$5,724,174.66</b>

**GENERAL FUND**

7/31/2014

<u>EXPENDITURES:</u> <u>GENERAL GOVERNMENT:</u>	<b>BUDGETED 2014</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Council	\$102,931.00	\$9,074.25	\$57,841.21	\$45,089.79
City Manager	\$362,707.00	\$18,844.45	\$122,483.92	\$240,223.08
City Attorney	\$200,943.00	\$29,524.83	\$154,850.76	\$46,092.24
Municipal Court	\$106,187.00	\$7,345.85	\$54,995.81	\$51,191.19
Finance	\$461,416.00	\$35,812.73	\$276,445.27	\$184,970.73
City Hall & Non-Departmental	\$1,410,519.00	\$135,627.92	\$967,905.40	\$442,613.60
Personnel	\$247,883.00	\$20,240.58	\$162,369.93	\$85,513.07
<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$2,892,586.00</b>	<b>\$256,470.61</b>	<b>\$1,796,892.30</b>	<b>\$1,095,693.70</b>

**PUBLIC SAFETY:**

Police	\$1,877,708.00	\$122,657.45	\$1,009,281.53	\$868,426.47
Dispatch Center	\$540,485.00	\$40,147.99	\$308,337.09	\$232,147.91
Youth Services	\$112,236.00	\$8,907.02	\$63,923.32	\$48,312.68
Fire	\$1,503,004.00	\$109,184.48	\$862,850.83	\$640,153.17
Ambulance Service	\$648,607.00	\$52,508.42	\$373,082.17	\$275,524.83
<b>TOTAL PUBLIC SAFETY</b>	<b>\$4,682,040.00</b>	<b>\$333,405.36</b>	<b>\$2,617,474.94</b>	<b>\$2,064,565.06</b>

**PUBLIC WORKS:**

Street	\$2,332,206.00	\$75,571.49	\$709,378.80	\$1,622,827.20
Engineering & Operations	\$384,776.00	\$21,051.06	\$195,027.65	\$189,748.35
Airport	\$2,337,259.00	\$811,766.75	\$1,787,332.30	\$549,926.70
<b>TOTAL PUBLIC WORKS</b>	<b>\$5,054,241.00</b>	<b>\$908,389.30</b>	<b>\$2,691,738.75</b>	<b>\$2,362,502.25</b>

**CULTURE & RECREATION:**

Riverside Cemetery	\$251,437.00	\$25,646.74	\$108,636.51	\$142,800.49
Museum	\$185,293.00	\$15,183.50	\$86,530.51	\$98,762.49
Parks	\$453,104.00	\$35,430.65	\$195,397.01	\$257,706.99
Recreation Center	\$531,449.00	\$75,247.20	\$315,637.05	\$215,811.95
Forestry	\$134,046.00	\$8,908.05	\$77,241.37	\$56,804.63
Rec. Administration	\$478,439.00	\$29,061.26	\$264,495.00	\$213,944.00
Softball	\$43,520.00	\$4,462.13	\$20,774.18	\$22,745.82
Youth Softball	\$13,732.00	\$1,425.05	\$8,106.49	\$5,625.51
Basketball	\$8,932.00	\$0.00	\$7,455.36	\$1,476.64
Volleyball	\$7,045.00	\$0.00	\$4,789.78	\$2,255.22
Tolla Brown Skate Park	\$11,660.00	\$748.24	\$4,188.89	\$7,471.11
Special Events	\$26,000.00	\$4,848.21	\$17,024.65	\$8,975.35
Tennis	\$18,450.00	\$1,304.62	\$6,357.35	\$12,092.65
Youth Basketball	\$25,164.00	\$0.00	\$16,197.84	\$8,966.16
Youth Volleyball	\$10,022.00	\$0.00	\$263.35	\$9,758.65
Baseball	\$25,485.00	\$1,066.15	\$4,476.03	\$21,008.97
Library	\$531,029.00	\$49,727.77	\$294,286.75	\$236,742.25
<b>TOTAL CULTURE &amp; RECREATION</b>	<b>\$2,754,807.00</b>	<b>\$253,059.57</b>	<b>\$1,431,858.12</b>	<b>\$1,322,948.88</b>

<b>GRAND TOTAL EXPENDITURES</b>	<b>\$15,383,674.00</b>	<b>\$1,751,324.84</b>	<b>\$8,537,964.11</b>	<b>\$6,845,709.89</b>
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**HOTEL TAX FUND**

7/31/2014

<b><u>REVENUES</u></b>	<b>BUDGETED 2014</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Hotel Tax	\$125,000.00	\$21,732.91	\$90,003.17	\$34,996.83
Investment Earnings	\$200.00	\$32.31	\$188.42	\$11.58
Penalty & Interest	\$1,500.00	\$0.00	\$0.00	\$1,500.00

**TOTAL HOTEL TAX FUND  
REVENUE**

**\$126,700.00      \$21,765.22      \$90,191.59      \$36,508.41**

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2014</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Audit	\$50.00	\$0.00	\$50.00	\$0.00
Beautification	\$200,130.00	\$0.00	\$114.66	\$200,015.34
<b>TOTAL EXPENDITURES</b>	<b>\$200,180.00</b>	<b>\$0.00</b>	<b>\$164.66</b>	<b>\$200,015.34</b>

**BALANCE SHEET  
7/31/2014**

**ASSETS:**

Cash	\$19,389.90		
Investments	\$341,118.01		
		<b>TOTAL ASSETS</b>	<b>\$360,507.91</b>

**LIABILITIES:**

Accounts Payable	\$13,320.16		
		<b>TOTAL LIABILITIES</b>	<b>\$13,320.16</b>

**FUND BALANCE:**

Retained Earnings	\$257,160.82		
Excess Revenue over Expenditures	\$90,026.93		
		<b>TOTAL FUND BALANCE</b>	<b>\$347,187.75</b>

**TOTAL LIABILITIES  
AND FUND BALANCE      \$360,507.91**

**WATER FUND**

**7/31/2014  
BALANCE SHEET**

**ASSETS:**

Cash	\$225,342.10		
Cash with Fiscal Agent	\$3,253,174.56		
Accounts Receivable	\$1,157.51		
Accounts Receivable - Utility Billing	\$551,289.87		
Supply Inventory	\$269,124.73		
Investments	\$5,921,844.08		
Fixed Assets (Net)	\$32,341,323.75		
		<b>TOTAL ASSETS</b>	<b>\$42,563,256.60</b>

**LIABILITIES:**

Accounts Payable	\$91,427.66
Unpaid Compensated Absences	\$15,711.90
Accrued Salaries	\$12,622.49
Accounts Payable Assess Fee	\$4,513.59

Loan Payable CWRPDA	\$27,320,661.67		
Loan Payable Premium	\$663,536.10		
Due to Sewer Fund	\$243,007.11		
Lease Interest Payable	\$254,052.58		
		<b>TOTAL LIABILITIES</b>	<b>\$28,605,533.10</b>
<b>FUND BALANCE:</b>			
Reserve for Painting	\$615,000.00		
Reserve for Capital Replacement	\$3,808,514.00		
Retained Earnings	\$10,712,150.02		
Excess Revenue over Expenditures	-\$1,177,940.52		
		<b>TOTAL FUND BALANCE</b>	<b>\$13,957,723.50</b>
		<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$42,563,256.60</b>

### WATER FUND

7/31/2014

<u>REVENUES</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Water Revenue-Inside Residential	\$3,262,355.00	\$402,743.51	\$1,743,724.56	\$1,518,630.44
Water Revenue-Outside Residential	\$314,970.00	\$60,071.09	\$154,987.07	\$159,982.93
Water Revenue-Inside Commercial	\$1,104,115.00	\$134,639.75	\$550,306.82	\$553,808.18
Water Revenue-Outside Commercial	\$8,073.00	\$1,160.93	\$3,717.27	\$4,355.73
Water Revenue-Inside Industrial	\$529,540.00	\$79,089.25	\$221,937.56	\$307,602.44
Misc. Water Sales	\$5,000.00	\$620.63	\$3,223.19	\$1,776.81
Surcharge	\$25,000.00	\$5,641.89	\$15,541.05	\$9,458.95
Service Charges	\$46,421.00	\$3,975.52	\$31,082.81	\$15,338.19
Tapping Charges	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Water Div. Services	\$4,000.00	\$223.40	\$1,330.81	\$2,669.19
Penalties	\$39,194.00	\$5,237.08	\$24,099.77	\$15,094.23
Investment Earnings	\$1,500.00	\$653.92	\$2,195.88	-\$695.88
Miscellaneous	\$1,000.00	\$0.00	\$58,269.14	-\$57,269.14
Rents from land	\$165,913.00	\$0.00	\$160,248.40	\$5,664.60
Water Credits	\$0.00	\$0.00	\$492.00	-\$492.00
Plant Investment Fees	\$10,000.00	\$0.00	\$14,160.00	-\$4,160.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Other Refunds of Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$5,522,081.00</b>	<b>\$694,056.97</b>	<b>\$2,985,316.33</b>	<b>\$2,536,764.67</b>

<u>EXPENDITURES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
<u>WATER LINES:</u>				
Personnel	\$234,152.00	\$13,753.29	\$94,481.18	\$139,670.82
Maintenance & Operation	\$707,625.00	\$58,462.23	\$324,223.14	\$383,401.86

Capital Outlay	\$2,533,541.00	\$0.00	\$91,174.61	\$2,442,366.39
Transfer to General Fund	\$138,505.00	\$11,542.00	\$80,794.00	\$57,711.00
<b>TOTAL EXPENDITURES</b>	<b>\$3,613,823.00</b>	<b>\$83,757.52</b>	<b>\$590,672.93</b>	<b>\$3,023,150.07</b>
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL WATER FUND W/DEBT</b>	<b>\$3,613,823.00</b>	<b>\$83,757.52</b>	<b>\$590,672.93</b>	<b>\$3,023,150.07</b>

**WATER PLANT:**

Personnel	\$325,661.00	\$22,226.82	\$127,558.16	\$198,102.84
Maintenance & Operation	\$2,635,243.00	\$250,256.71	\$1,132,822.68	\$1,502,420.32
Capital Outlay	\$938,985.00	\$29,241.80	\$402,326.45	\$536,658.55
Transfer to General Fund	\$86,495.00	\$7,207.00	\$50,449.00	\$36,046.00
<b>TOTAL EXPENDITURES</b>	<b>\$3,986,384.00</b>	<b>\$308,932.33</b>	<b>\$1,713,156.29</b>	<b>\$2,273,227.71</b>
Debt Service	\$1,859,428.00	\$929,713.81	\$1,859,427.63	\$0.37
<b>TOTAL WATER FUND W/DEBT</b>	<b>\$5,845,812.00</b>	<b>\$1,238,646.14</b>	<b>\$3,572,583.92</b>	<b>\$2,273,228.08</b>

<b>TOTAL EXPENDITURES</b>	<b>\$9,459,635.00</b>	<b>\$1,322,403.66</b>	<b>\$4,163,256.85</b>	<b>\$5,296,378.15</b>
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**SANITATION FUND**

7/31/2014

**BALANCE SHEET**

**ASSETS:**

Cash	\$234,660.32
Accounts Receivable	\$507.06
Accounts Receivable - Utility Billing	\$45,966.18
Supply Inventory	\$8,261.50
Investments	\$569,057.73
Fixed Assets (Net)	\$139,447.86

**TOTAL ASSETS** \$997,900.65

**LIABILITIES:**

Accounts Payable	\$755.66
Unpaid Compensated Absences	\$8,004.77
Accrued Salaries	\$2,802.35

**TOTAL LIABILITIES** \$11,562.78

**FUND BALANCE:**

Reserve for Equipment	\$28,389.00
Reserve for Capital Replacement	\$932,220.00
Retained Earnings	\$70,309.19
Excess Revenue over Expenditures	-\$44,580.32

**TOTAL FUND BALANCE** \$986,337.87

**TOTAL LIABILITIES  
AND FUND BALANCE** \$997,900.65

## SANITATION FUND

7/31/2014

<b>REVENUES:</b>	<b>BUDGETED 2014</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Sanitation Revenue-Inside	\$479,450.00	\$46,599.07	\$275,483.40	\$203,966.60
Rubbish Collection Fees	\$1,500.00	\$594.00	\$1,186.50	\$313.50
Sanitation Services	\$0.00	\$0.00	\$0.00	\$0.00
Penalties	\$5,500.00	\$517.46	\$3,139.73	\$2,360.27
Investment Earnings	\$1,100.00	\$54.68	\$387.48	\$712.52
Miscellaneous	\$0.00	\$0.00	\$50.00	-\$50.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$487,550.00</b>	<b>\$47,765.21</b>	<b>\$280,247.11</b>	<b>\$207,302.89</b>

<b>EXPENDITURES:</b>	<b>BUDGETED 2014</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Personnel	\$187,196.00	\$12,465.37	\$95,194.61	\$92,001.39
Maintenance & Operation	\$301,969.00	\$22,946.97	\$187,926.82	\$114,042.18
Capital Outlay	\$250,000.00	\$0.00	\$0.00	\$250,000.00
Transfer to General Fund	\$71,506.00	\$5,958.00	\$41,706.00	\$29,800.00
<b>TOTAL EXPENDITURES</b>	<b>\$810,671.00</b>	<b>\$41,370.34</b>	<b>\$324,827.43</b>	<b>\$485,843.57</b>

## SEWER FUND

7/31/2014

### BALANCE SHEET

<b>ASSETS:</b>				
Cash	\$249,201.55			
Accounts Receivable	\$655.42			
Accounts Receivable - Industrial	\$20,111.63			
Accounts Receivable - Utility Billing	\$146,114.11			
Due From Water Fund	\$243,007.11			
Supply Inventory	\$75,539.80			
Investments	\$4,298,083.24			
Fixed Assets (Net)	\$9,758,775.21			
			<b>TOTAL ASSETS</b>	<b>\$14,791,488.07</b>
<b>LIABILITIES:</b>				
Accounts Payable	\$5,934.49			
Unpaid Compensated Absences	\$16,864.61			
Accrued Salaries	\$12,015.16			
Loan Payable CWRPDA	\$513,820.80			
Interest Payable	\$7,667.17			
			<b>TOTAL LIABILITIES</b>	<b>\$556,302.23</b>

**FUND BALANCE:**

Reserve for Capital Projects	\$111,784.00		
Reserve for Trunk Line Replacement	\$196,181.45		
Reserve for Lagoons	\$352,861.26		
Reserve for Capital Replacement	\$9,746,059.00		
Retained Earnings	\$4,186,753.44		
Excess Revenue over Expenditures	<u>-\$358,453.31</u>		
		<b>TOTAL FUND BALANCE</b>	<b><u>\$14,235,185.84</u></b>
		<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b><u>\$14,791,488.07</u></b>

**SEWER FUND**

7/31/2014

<b><u>REVENUES:</u></b>	<b>BUDGETED 2014</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Sewer Revenue-Inside Residential	\$992,460.00	\$103,283.83	\$578,671.07	\$413,788.93
Sewer Revenue-Outside Residential	\$103,938.00	\$17,326.49	\$60,949.62	\$42,988.38
Sewer Revenue-Inside Commercial	\$346,222.00	\$43,416.75	\$201,530.21	\$144,691.79
Sewer Revenue-Outside Commercial	\$3,219.00	\$471.29	\$1,861.82	\$1,357.18
Sewer Revenue-Inside Industrial	\$264,733.00	\$20,921.19	\$123,231.05	\$141,501.95
Tapping Charges	\$1,650.00	\$0.00	\$0.00	\$1,650.00
Sewer Division Charges	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Penalties	\$15,611.00	\$1,566.44	\$7,963.69	\$7,647.31
Investment Earnings	\$7,338.00	\$429.32	\$2,915.41	\$4,422.59
Miscellaneous	\$2,000.00	\$0.00	\$16.48	\$1,983.52
Outside Billing	\$2,400.00	\$311.00	\$933.00	\$1,467.00
Plant Investment Fees	\$10,000.00	\$2,700.00	\$18,734.00	-\$8,734.00
Compensation for loss	\$0.00	\$0.00	\$0.00	\$0.00
Other Refund of Expenditure	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b><u>\$1,752,571.00</u></b>	<b><u>\$190,426.31</u></b>	<b><u>\$996,806.35</u></b>	<b><u>\$755,764.65</u></b>

**EXPENDITURES:****LINES AND SERVICES:**

	<b>BUDGETED 2014</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Personnel	\$86,861.00	\$6,358.80	\$42,417.67	\$44,443.33
Maintenance & Operation	\$384,752.00	\$36,658.72	\$248,321.47	\$136,430.53
Capital Outlay	\$550,000.00	\$0.00	\$55,145.13	\$494,854.87
Transfer to General Fund	\$70,401.00	\$5,866.00	\$41,062.00	\$29,339.00
<b>TOTAL LINES &amp; SERVICES</b>	<b><u>\$1,092,014.00</u></b>	<b><u>\$48,883.52</u></b>	<b><u>\$386,946.27</u></b>	<b><u>\$705,067.73</u></b>
Debt Service	\$178,970.00	\$169,769.61	\$178,970.22	-\$0.22
<b>TOTAL LINES &amp; SERVICES W/DEBT</b>	<b><u>\$1,270,984.00</u></b>	<b><u>\$218,653.13</u></b>	<b><u>\$565,916.49</u></b>	<b><u>\$705,067.51</u></b>

**TREATMENT FACILITIES:**

Personnel	\$295,097.00	\$21,472.44	\$160,040.69	\$135,056.31
Maintenance & Operation	\$1,033,629.00	\$73,940.86	\$517,064.48	\$516,564.52
Capital Outlay	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Transfer to General Fund	\$192,411.00	\$16,034.00	\$112,238.00	\$80,173.00
<b>TOTAL TREATMENT FACILITIES</b>	<b>\$1,671,137.00</b>	<b>\$111,447.30</b>	<b>\$789,343.17</b>	<b>\$881,793.83</b>

<b>TOTAL EXPENDITURES</b>	<b>\$2,942,121.00</b>	<b>\$330,100.43</b>	<b>\$1,355,259.66</b>	<b>\$1,586,861.34</b>
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**LONG TERM DEBT FUND**

7/31/2014

**BALANCE SHEET**

2/28/2014

**ASSETS:**

Amount to be provided	\$403,511.55		
		<b>TOTAL ASSETS</b>	<b>\$403,511.55</b>

**FUND BALANCE:**

Fund Balance	\$403,511.55		
		<b>TOTAL FUND BALANCE</b>	<b>\$403,511.55</b>

		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$403,511.55</b>
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**PERPETUAL CARE FUND**

7/31/2014

<b><u>REVENUES:</u></b>	<b>BUDGETED 2014</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Perpetual Care	\$12,000.00	\$0.00	\$8,600.00	\$3,400.00
Perpetual Care - niches	\$19,000.00	\$3,000.00	\$9,500.00	\$9,500.00
Investment Earnings	\$300.00	\$17.01	\$124.76	\$175.24
<b>TOTAL REVENUES</b>	<b>\$31,300.00</b>	<b>\$3,017.01</b>	<b>\$18,224.76</b>	<b>\$13,075.24</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2014</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Columbarium	\$35,000.00	\$0.00	\$35,000.00	\$0.00
Audit	\$320.00	\$0.00	\$320.00	\$0.00
Niche Engraving	\$5,000.00	\$750.00	\$2,054.50	\$2,945.50
Transfer to General Fund	\$300.00	\$0.00	\$0.00	\$300.00
<b>TOTAL EXPENDITURES</b>	<b>\$40,620.00</b>	<b>\$750.00</b>	<b>\$37,374.50</b>	<b>\$3,245.50</b>

**BALANCE SHEET**  
7/31/2014

**ASSETS:**

Cash	\$10,408.36		
Investments	\$173,372.68		
		<b>TOTAL ASSETS</b>	<b>\$183,781.04</b>

**LIABILITIES:**

Accounts Payable	\$750.00		
		<b>TOTAL LIABILITIES</b>	<b>\$750.00</b>

**FUND BALANCE:**

Unreserved Fund Balance	\$202,180.78		
Excess Revenue over Expenditures	-\$19,149.74		
		<b>TOTAL FUND BALANCE</b>	<b>\$183,031.04</b>

		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$183,781.04</b>
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**LIBRARY IMPROVEMENT FUND**

7/31/2014

<b><u>REVENUES:</u></b>	<b>BUDGETED 2014</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$50.00	\$2.75	\$18.81	\$31.19
Contributions	\$0.00	\$156.00	\$189.55	-\$189.55
<b>TOTAL REVENUES</b>	<b>\$50.00</b>	<b>\$158.75</b>	<b>\$208.36</b>	<b>-\$158.36</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2014</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Audit	\$50.00	\$0.00	\$50.00	\$0.00
Equipment	\$25,000.00	\$0.00	\$0.00	\$25,000.00
<b>TOTAL EXPENDITURES</b>	<b>\$25,050.00</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>\$25,000.00</b>

**BALANCE SHEET**  
7/31/2014

**ASSETS:**

Cash	\$1,542.41		
Investments	\$27,952.53		
		<b>TOTAL ASSETS</b>	<b>\$29,494.94</b>

**LIABILITIES:**

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

**FUND BALANCE:**

Unreserved Fund Balance	\$29,336.58		
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Excess Revenue over Expenditures	<u>\$158.36</u>	TOTAL FUND BALANCE	<u>\$29,494.94</u>
		TOTAL LIABILITIES & FUND BALANCE	<u>\$29,494.94</u>

### CONSERVATION TRUST FUND

7/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
State Contributions	\$150,000.00	\$0.00	\$71,606.01	\$78,393.99
Investment Earnings	\$200.00	\$23.21	\$131.88	\$68.12
<b>TOTAL REVENUES</b>	<u>\$150,200.00</u>	<u>\$23.21</u>	<u>\$71,737.89</u>	<u>\$78,462.11</u>

<u>EXPENDITURES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Tennis Court Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Steel picnic tables	\$0.00	\$0.00	\$0.00	\$0.00
Wood Chips	\$0.00	\$0.00	\$0.00	\$0.00
Playground Equipment	\$190,000.00	\$0.00	\$0.00	\$190,000.00
Recreation Center Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Replaster Pool	\$0.00	\$0.00	\$0.00	\$0.00
Replace Tile	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<u>\$190,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$190,000.00</u>

### BALANCE SHEET 7/31/2014

<b><u>ASSETS:</u></b>				
Cash	\$0.76			
Investments	<u>\$236,910.93</u>			
		<b>TOTAL ASSETS</b>		<u>\$236,911.69</u>
<b><u>LIABILITIES:</u></b>				
Accounts Payable	<u>\$0.00</u>			
		<b>TOTAL LIABILITIES</b>		<b>\$0.00</b>
<b><u>FUND BALANCE:</u></b>				
Unreserved Fund Balance	\$165,173.80			
Excess Revenue over Expenditures	<u>\$71,737.89</u>			
		<b>TOTAL FUND BALANCE</b>		<u>\$236,911.69</u>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<u>\$236,911.69</u>

**KARL FALCH LIBRARY TRUST FUND**

7/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$50.00	\$3.06	\$20.93	\$29.07
<b>TOTAL REVENUES</b>	<b>\$50.00</b>	<b>\$3.06</b>	<b>\$20.93</b>	<b>\$29.07</b>

<u>EXPENDITURES:</u>	BUDGETED 2014	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
<b>TOTAL EXPENDITURES</b>	<b>\$855.00</b>	<b>\$0.00</b>	<b>\$55.00</b>	<b>\$800.00</b>

**BALANCE SHEET**

7/31/2014

<u>ASSETS:</u>			
Cash	\$266.11		
Investments	\$31,155.79		
		<b>TOTAL ASSETS</b>	<b>\$31,421.90</b>
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		<b>TOTAL LIABILITIES</b>	<b>\$0.00</b>
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$31,455.97		
Excess Revenue over Expenditures	-\$34.07		
		<b>TOTAL FUND BALANCE</b>	<b>\$31,421.90</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$31,421.90</b>

**EMPLOYEE SELF-INSURANCE FUND**

7/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$700.00	\$55.18	\$380.99	\$319.01
Employee Premiums	\$177,984.00	\$32,311.58	\$172,440.13	\$5,543.87
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
City Premiums	\$1,611,624.00	\$113,402.52	\$797,950.57	\$813,673.43
<b>TOTAL REVENUES</b>	<b>\$1,790,308.00</b>	<b>\$145,769.28</b>	<b>\$970,771.69</b>	<b>\$819,536.31</b>

<u>EXPENDITURES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
Premium	\$1,789,608.00	\$136,760.92	\$961,765.12	\$827,842.88
FLEX	\$3,000.00	\$220.00	\$1,510.00	\$1,490.00
Audit	\$630.00	\$0.00	\$630.00	\$0.00
Transfer General Fund	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$1,793,238.00</b>	<b>\$136,980.92</b>	<b>\$963,905.12</b>	<b>\$829,332.88</b>

**BALANCE SHEET**  
7/31/2014

**ASSETS:**

Cash	\$32,140.04			
Investments	\$562,868.64			
		<b>TOTAL ASSETS</b>		<b>\$595,008.68</b>

**LIABILITIES:**

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

**FUND BALANCE:**

Retained Earnings	\$588,142.11			
Excess Revenue over Expenditures	\$6,866.57			
		<b>TOTAL FUND BALANCE</b>		<b>\$595,008.68</b>

		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b>\$595,008.68</b>
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**SERVICE CENTER FUND**

7/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$500.00	\$41.49	\$257.02	\$242.98
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$451,561.00	\$37,627.00	\$263,389.00	\$188,172.00
Transfer for Lease Payment	\$233,720.00	\$19,475.00	\$136,325.00	\$97,395.00
<b>TOTAL REVENUES</b>	<b>\$685,781.00</b>	<b>\$57,143.49</b>	<b>\$399,971.02</b>	<b>\$285,809.98</b>

<u>EXPENDITURES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$328,947.00	\$23,479.19	\$182,280.70	\$146,666.30
Maintenance & Operation	\$363,061.00	\$10,263.77	\$94,958.48	\$268,102.52
Capital Outlay	\$2,000.00	\$0.00	\$0.00	\$2,000.00
<b>TOTAL EXPENDITURES</b>	<b>\$694,008.00</b>	<b>\$33,742.96</b>	<b>\$277,239.18</b>	<b>\$416,768.82</b>

**BALANCE SHEET**  
7/31/2014

**ASSETS:**

Cash	\$13,588.57		
Cash - Bank of Cherry Creek	\$3.02		
Investments	\$420,735.06		
Fixed Assets (Net)	\$1,965,198.99		
		<b>TOTAL ASSETS</b>	<b><u>\$2,399,525.64</u></b>

**LIABILITIES:**

Accounts Payable	\$404.58		
Unpaid Compensated Absences	\$22,259.14		
Accrued Salaries	\$11,121.37		
Lease Payable	\$1,015,000.00		
Lease Interest Payable	\$4,060.00		
		<b>TOTAL LIABILITIES</b>	<b><u>\$1,052,845.09</u></b>

**FUND BALANCE:**

Retained Earnings	\$1,223,948.71		
Excess Revenue over Expenditures	\$122,731.84		
		<b>TOTAL FUND BALANCE</b>	<b><u>\$1,346,680.55</u></b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b><u>\$2,399,525.64</u></b>

**OLD HIRE POLICE FUND**

7/31/2014

<b><u>REVENUES:</u></b>	<b>BUDGETED 2014</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$900.00	\$62.31	\$473.31	\$426.69
Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b><u>\$900.00</u></b>	<b><u>\$62.31</u></b>	<b><u>\$473.31</u></b>	<b><u>\$426.69</u></b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2014</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Pension	\$84,970.00	\$5,741.14	\$43,860.19	\$41,109.81
Capital Outlay	\$172,175.00	\$0.00	\$117,938.18	\$54,236.82
<b>TOTAL EXPENDITURES</b>	<b><u>\$257,145.00</u></b>	<b><u>\$5,741.14</u></b>	<b><u>\$161,798.37</u></b>	<b><u>\$95,346.63</u></b>

**BALANCE SHEET**  
**7/31/2014**

**ASSETS:**

Cash	\$62.34		
Accounts Receivable - FPPA	\$268,752.00		
Investments	\$636,603.13		
Prepaid Contribution	\$185,826.57		
		<b>TOTAL ASSETS</b>	<b>\$1,091,244.04</b>

**LIABILITIES:**

Accounts Payable	\$268,752.00		
		<b>TOTAL LIABILITIES</b>	<b>\$268,752.00</b>

**FUND BALANCE:**

Unreserved Fund Balance	\$983,817.10		
Excess Revenue over Expenditures	-\$161,325.06		
		<b>TOTAL FUND BALANCE</b>	<b>\$822,492.04</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$1,091,244.04</b>

**RISK MANAGEMENT FUND**

7/31/2014

<b><u>REVENUES:</u></b>	<b>BUDGETED 2014</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$1,300.00	\$101.78	\$533.00	\$767.00
Miscellaneous	\$5,000.00	\$0.00	\$107.25	\$4,892.75
Compensation for Loss	\$5,000.00	\$14,237.50	\$21,655.13	-\$16,655.13
Compensation for Loss - Flood	\$0.00	\$0.00	\$499,947.35	-\$499,947.35
Transfer of Reserves	\$282,948.00	\$70,735.00	\$286,244.00	-\$3,296.00
Transfer Workers Comp	\$249,947.00	\$0.00	\$179,216.35	\$70,730.65
<b>TOTAL REVENUES</b>	<b>\$544,195.00</b>	<b>\$85,074.28</b>	<b>\$987,703.08</b>	<b>-\$443,508.08</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2014</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Claims Paid	\$60,000.00	\$0.00	\$8,333.57	\$51,666.43
Expense for Workers Comp	\$249,947.00	\$60,348.50	\$181,045.50	\$68,901.50
Premium Fees	\$282,948.00	\$72,901.25	\$223,014.55	\$59,933.45
Flood	\$0.00	\$27,900.25	\$400,787.16	-\$400,787.16
Expense for Unemployment	\$10,000.00	\$530.81	\$4,855.47	\$5,144.53
Materials & Supplies	\$300.00	\$0.00	\$1,076.64	-\$776.64
Audit	\$590.00	\$0.00	\$590.00	\$0.00
Transfer to General Fund	\$1,300.00	\$0.00	\$0.00	\$1,300.00
<b>TOTAL EXPENDITURES</b>	<b>\$605,085.00</b>	<b>\$161,680.81</b>	<b>\$819,702.89</b>	<b>-\$214,617.89</b>

**BALANCE SHEET**  
**7/31/2014**

**ASSETS:**

Cash	\$13,932.15
Accounts Receivable	\$0.00
Grants Receivable	\$225,314.34
Investments	\$969,666.67

**TOTAL ASSETS** \$1,208,913.16

**LIABILITIES:**

Accounts Payable	\$147,915.25
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**TOTAL LIABILITIES** \$147,915.25

**FUND BALANCE:**

Deferred Revenue	\$50,256.97
Emergency Reserve	\$370,000.00
Retained Earnings	\$472,740.75
Excess Revenue over Expenditures	\$168,000.19

**TOTAL FUND BALANCE** \$1,060,997.91

**TOTAL LIABILITIES  
& FUND BALANCE** \$1,208,913.16

**CAPITAL EQUIPMENT FUND**

**7/31/2014**

<b><u>REVENUES:</u></b>	<b>BUDGETED 2014</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$1,500.00	\$123.56	\$821.50	\$678.50
Sale of Asset	\$0.00	\$0.00	\$0.00	\$0.00
Compensation for Loss	\$0.00	\$0.00	\$0.00	\$0.00
Other Contributions	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$307,920.00	\$24,162.00	\$170,630.00	\$137,290.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<u><u>\$309,420.00</u></u>	<u><u>\$24,285.56</u></u>	<u><u>\$171,451.50</u></u>	<u><u>\$137,968.50</u></u>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2014</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Audit	\$905.00	\$0.00	\$905.00	\$0.00
Police Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Fire Equipment	\$102,632.00	\$0.00	\$35,137.00	\$67,495.00
Public Works Equipment	\$54,200.00	\$23,619.00	\$23,619.00	\$30,581.00
Finance Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Parks, Lib & Rec Equipment	\$73,000.00	\$0.00	\$0.00	\$73,000.00
Non-Dept Equipment	\$104,088.00	\$0.00	\$0.00	\$104,088.00
<b>TOTAL EXPENDITURES</b>	<u><u>\$334,825.00</u></u>	<u><u>\$23,619.00</u></u>	<u><u>\$59,661.00</u></u>	<u><u>\$275,164.00</u></u>

**BALANCE SHEET**  
7/31/2014

Cash	\$13,109.76		
Investments	\$1,257,873.20		
Fixed Assets (Net)	\$2,055,347.52		
		<b>TOTAL ASSETS</b>	<b>\$3,326,330.48</b>
<b><u>LIABILITIES:</u></b>			
Accounts Payable	\$0.00		
Lease Payable	\$102,747.56		
Lease Interest Payable	\$667.72		
		<b>TOTAL LIABILITIES</b>	<b>\$103,415.28</b>
<b><u>FUND BALANCE:</u></b>			
Retained Earnings	\$3,111,124.70		
Excess Revenue over Expenditures	\$111,790.50		
		<b>TOTAL FUND BALANCE</b>	<b>\$3,222,915.20</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$3,326,330.48</b>

**CAPITAL IMPROVEMENT FUND**

7/31/2014

<b><u>REVENUES:</u></b>	<b>BUDGETED 2014</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$1,000.00	\$80.65	\$547.42	\$452.58
Misc. Income	\$50.00	\$0.00	\$0.00	\$50.00
Rents From Land	\$14,017.00	\$198.00	\$12,761.58	\$1,255.42
Sale of Asset	\$0.00	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$15,067.00</b>	<b>\$278.65</b>	<b>\$13,309.00</b>	<b>\$1,758.00</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2014</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Building Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Land Transactions	\$0.00	\$150.00	\$250.00	-\$250.00
Audit	\$300.00	\$0.00	\$300.00	\$0.00
Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$300.00</b>	<b>\$150.00</b>	<b>\$550.00</b>	<b>-\$250.00</b>

**BALANCE SHEET**  
**7/31/2014**

**ASSETS:**

Cash	\$12,160.36
Accounts Receivable	\$198.00
Investments	<u>\$825,282.54</u>

<b>TOTAL ASSETS</b>	<b><u>\$837,640.90</u></b>
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**LIABILITIES:**

Accounts Payable	<u>\$0.00</u>
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<b>TOTAL LIABILITIES</b>	<b>\$0.00</b>
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**FUND BALANCE:**

Unreserved Fund Balance	\$824,881.90
Excess Revenue over Expenditures	<u>\$12,759.00</u>

<b>TOTAL FUND BALANCE</b>	<b><u>\$837,640.90</u></b>
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<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b><u>\$837,640.90</u></b>
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## HUMAN RESOURCES DEPARTMENT

### JULY 2014 MONTHLY REPORT

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

**CDL TESTING** – A DOT Random Drug test was completed during the month of July. Five (5) pre-employment drug screens were conducted.

**WORKERS' COMPENSATION** – The City continues to work on all injury cases that are presented for on-the-job injuries. Two (2) claims were filed during July.

#### **JOB OPPORTUNITIES** –

Positions Open	Positions Filled
Police Cadets	Fire Lieutenants (3)
Lead Water Treatment Plant Operator (Supt.)	Public Safety Dispatcher (1)
Dispatch Supervisor	
Public Safety Dispatcher (1)	
Police Officer (3)	
Lab Technician	
City Manager	
Public Works Director	
Maintenance Worker I (Water, Streets, PCF)	

**PERSONNEL BOARD** – Personnel Board did not meet in July.

#### **MISCELLANEOUS ACTIVITIES**

HR Assistant presented orientation for two (2) Public Safety Dispatcher, two (2) Maintenance Worker I (were temporary laborer), Police Cadet, and 2 seasonals during July.

ICMA representative was available in July. Employees were able to meet with her and discuss their plans. The representative will be available at the Health Fair on October 1.

HR Assistant contacted Great-West, CHP, and AFLAC representatives regarding their attendance at the Health Fair. The representatives will be present that morning for employees to visit with them.

One (1) police officer testing was given.

HR Assistant scheduled Maintenance Worker and Museum Assistant Interviews during the month of July.

Two (2) exit interviews were conducted by HR Assistant.

HR Assistant provided salary information from consultant to Finance Director for budgeting purposes.

**MUNICIPAL COURT**  
**JULY 2014 MONTHLY REPORT**

DESCRIPTION	July 2014	July 2013	July Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>ARRAIGNMENTS</b>	69	48	44%	312	329	-5%	459	-32%
<b>JUVENILE CASES</b>	15	3	400%	50	46	9%	60	-17%
TRAFFIC		1	-100%	5	3	67%	3	92%
NO INSURANCE							1	-100%
NO SEAT BELT							1	-100%
SPEEDING		1	-100%		2	-100%	2	-100%
UNDERAGE POSS OF TOBACCO	1			2	1	100%	2	
POSS. OF MARIJUANA/DRUG PARAPHERNALIA	2			11	6	83%	9	25%
THEFT	2			8	5	60%	6	38%
DISTURBING THE PEACE/NOISES	3	1	200%	8	6	33%	6	25%
RESISTING ARREST/FAILURE TO COMPLY							0	-100%
INJURING/DEFACING PROPERTY				2	5	-60%	4	-50%
TRESPASSING	1			3	2	50%	4	-21%
UNDERAGE POSS/CONS ALCOHOL/PROCURE	4			6	11	-45%	17	-65%
CURFEW FOR MINORS	1			3	3		2	67%
OTHER	1			2	2		4	-55%
<b>ADULT CASES</b>	54	45	20%	262	283	-7%	398	-34%
TRAFFIC	6	6		35	33	6%	46	-25%
NO INSURANCE	4			16	14	14%	43	-63%
NO SEAT BELT	14	6	133%	26	14	86%	55	-53%
SPEEDING	1			14	6	133%	43	-67%
PARKING	4	2	100%	18	33	-45%	36	-50%
POSS. MARIJUANA/DRUG PARAPHERNALIA	5			21	9	133%	24	-14%
THEFT	11	1	1000%	48	45	7%	24	97%
DISTURBING THE PEACE/NOISES		7	-100%	10	16	-38%	14	-26%
RESISTING ARREST/FAILURE TO COMPLY	1	4	-75%	3	7	-57%	4	-29%
INJURING/DEFACING PROPERTY		1	-100%	2	8	-75%	4	-47%
TRESPASSING	1	1		11	10	10%	21	-48%
UNDERAGE POSS/CONS ALCOHOL	2			34	41	-17%	43	-20%
SALE / PROCUREMENT / OPEN CONTAINER				1	5	-80%	3	-69%
OTHER	3	3		8	14	-43%	12	-34%
ANIMAL	2	6	-67%	13	20	-35%	21	-39%
NUISANCES		8	-100%	2	8	-75%	18	-89%
JUVENILE ARR'S FOUND GUILTY	18			42	21	100%	30	41%
JUVENILE ARR'S DISMISSED				2	1	100%	17	-89%
JUVENILES PLACED ON PROB/DJ/UPS	25	1	2400%	55	32	72%	32	71%
JUVENILE VIOLS OF PROB/DJ/UPS	6			10	3	233%	3	285%
JUVENILE FTA/PWL							44	-100%
ADULT ARR'S FOUND GUILTY	18	16	13%	105	110	-5%	139	-24%
ADULT ARR'S DISMISSED	1	9	-89%	10	28	-64%	65	-85%
ADULTS PLACED ON PROB/DJ/UPS	4	2	100%	55	60	-8%	60	-9%
ADULT VIOLS OF PROB/DJ/UPS		1	-100%	3	2	50%	11	-73%
ADULT FTA/PWL	10	6	67%	38	24	58%	75	-49%

DESCRIPTION	July 2014	July 2013	July Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	32	29	10%	182	233	-22%	276	-34%
CONTINUANCE/SET FOR TRIALS/ETC	16	13	23%	75	92	-18%	89	-16%
CASES REVIEWED	31	64	-52%	254	391	-35%	284	-11%
TRIALS FOUND GUILTY	4	4		40	34	18%	34	18%
TRIALS FOUND NOT GUILTY				1	4	-75%	179	-99%
TRIALS DISMISSED	4	7	-43%	21	29	-28%	48	-56%
NEW CHARGES PROCESSED	89	96	-7%	504	573	-12%	750	-33%
NEW WARRANTS	14	9	56%	95	90	6%	107	-11%
DAYS JUVENILES SENT TO DETENTION					4	-100%	155	-100%
DAYS ADULTS SENT TO JAIL	37	30	23%	47	122	-61%	93	-50%
PAID TICKETS	39	42	-7%	272	286	-5%	567	-52%
PAID WITH AUTO POINT REDUCTION	30	27	11%	126	129	-2%	146	-14%
PAID AS REGULAR TICKET	9	15	-40%	146	157	-7%	305	-52%
FROM PWL TO WARRANT		1	-100%		1	-100%	2	-100%

**POLICE DEPARTMENT**  
**JULY 2014 MONTHLY REPORT**

During July 2014, the police department responded to 1,147 Calls for Service, a zero percent change from the 1,144 Calls for Service responded to in July of 2013. The year-to-date calls for service at the end of July 2014 were 7,316, a nine percent increase over the 6,720 calls noted at the end of July 2013.

Officers responded to 30 traffic accidents during the month of July, which represents a 20 percent increase over the 25 responded to in July of 2013. Officers issued 30 penalty assessments during July 2014, which is a 40 percent decrease over the 50 penalty assessments issued in July 2013. Officers also issued 139 warning tickets during July 2014, a 33 percent decrease from the 208 warning tickets issued in July 2013. Officers arrested two drivers on DUI charges during July 2014, compared to three DUI arrests in July of 2013.

Among the criminal offenses reported was one sex offense, 13 assault offenses, four burglaries, 31 larceny/thefts, one motor vehicle offense, one counterfeiting/forgery, four fraud offenses, 14 vandalisms, one weapon law violation, one pornography/obscene violation, and 19 drug violations. The value of property stolen during the month was \$8,370 and \$2,255 was recovered. Officers arrested 67 adults and eight juveniles, for a total of 75 arrests in July 2014. This is 18 more arrests or a 24 percent increase over the total of 57 arrests made in July of 2013.

In July, the Youth Services Division received 34 youth referrals (29 males and 5 females). Youth referrals numbering 33 were from the Sterling Police Department, with one referred from the Logan County Sheriff's Office.

Officers responded to 67 calls at local liquor establishments, with 47 calls being reported in July of 2013.

Sterling Police officers and staff completed 242.33 hours of training during the month of July 2014. Year-to-date, or as of July 31, 2014, officers and staff completed 2,776.27 hours of training.

The Sterling Police Department's K-9 Unit was called out three times during the month of July, 2014. The primary reasons for the call outs were two sniffs for narcotics on the exterior of vehicles, and one building search/commercial.

DESCRIPTION	July 2014	July 2013	July Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	1,147	1,144	0%	7,316	6,720	9%	7,501	-2%
MOTOR VEHICLE ACCIDENTS	30	25	20%	158	148	7%	153	4%
CRIMINAL OFFENSES	89	200	-56%	947	1,021	-7%	875	8%
GROUP "A" OFFENSES	89	111	-20%	530	549	-3%	496	7%
GROUP "B" OFFENSES	83	89	-7%	500	472	6%	383	30%
VANDALISM	14	29	-52%	114	117	-3%	103	11%
ARRESTS								
ADULTS	67	53	26%	325	315	3%	351	-8%
JUVENILES	8	4	100%	24	35	-31%	44	-45%
PROPERTY								
STOLEN	8,370	69,287	-88%	275,676	203,357	36%	200,478	38%
RECOVERED	2,255	1,805	25%	85,552	33,016	159%	48,599	76%
MUNICIPAL CHARGES								
PA'S	30	50	-40%	298	293	2%	629	-53%
CRIMINAL CHARGES	34	13	162%	153	152	1%	156	-2%
WARNINGS	139	208	-33%	1,121	1,063	5%	1,864	-40%
STATE CHARGES								
TRAFFIC	33	29	14%	165	157	5%	239	-31%
DUI'S	2	3	-33%	32	37	-14%	44	-28%
CRIMINAL CHARGES	45	36	25%	192	235	-18%	206	-7%
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	29	19	53%	116	108	7%	107	9%
FEMALE	5	8	-38%	82	89	-8%	65	27%
TOTAL	34	27	26%	198	197	1%	172	15%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	33	26	27%	192	182	5%	156	23%
LOGAN COUNTY SHERIFF'S OFFICE	1	1		1	5	-80%	3	-71%
DISTRICT COURT					1	-100%	2	-100%
STATE PATROL/OTHER JURISDICTION					1	-100%	1	-100%
PARENT/SELF				1	1		2	-50%
SCHOOL				4	7	-43%	7	-43%

**STERLING FIRE DEPARTMENT**  
**JULY 2014 MONTHLY REPORT**

\*Chief Vogel

Led Safety Committee Meeting

Hosted Colorado Training Officers Meeting

Met with the County Commissioners

Hosted State Grant Meeting for Colorado State Fire Prevention and Control

Led Command Staff Meeting

Promoted three Lieutenants- one to each shift

Assisted with paw painting near the high school

Attended Safety Committee Meeting at NJC

Attended SECC Advisory Committee Meeting

Assisted with Fourth of July Activities

Met with Curt Penny and Deb Forbes on a Lease Purchase contract

\*Department Activities

Assisted with area bus driver training at NJC

Stand by for 4<sup>th</sup> of July Fireworks

	2014	2013	Change	2014	2013	Change	Avg	Change
<b>FIRES</b>								
City		5	150%	2	16	-88%	19	-89%
Rural		7		1	90	-99%	54	-98%
Total	11	12	33%	3	106	-97%	73	-96%
<b>EMS/RESCUE</b>								
City		82	-16%	48	626	-92%	444	-89%
Rural		40	150%	2	97	-98%	99	-98%
Total	129	122	7%	50	723	-93%	543	-91%
<b>HAZARDOUS CONDITION</b>								
City		7	-63%	11	166	-93%	155	-93%
Rural		2	-87%	1	64	-98%	56	-98%
Total	12	9	-74%	12	230	-95%	211	-94%
<b>TOTAL 911 SERV CALLS</b>								
City		119	-12%	61	808	-92%	656	-91%
Rural		38	53%	4	251	-98%	209	-98%
Total	188	157	4%	65	1,059	-94%	865	-92%
<b>AVERAGE RESPONSE TIME</b>								
City	4	4	14%	9	29	-69%	30	-70%
Rural	7	16	-26%	7	85	-91%	80	-91%
Overall Average	5.50	9.86		8	57	-86%	54	-85%
<b>GENERAL ALARMS</b>								
Total General Alarms	3	9		7	53	-87%	36	-81%
Average Number of Firefighters	3	11	18%	10	11	-16%	76	-88%
<b>BUILDING FIRES</b>								
Total Building Fires	1			2	13	-85%	13	-84%
Fires Confined to Rm of Origin		1			4	-100%	3	-100%
<b>TRAINING HOURS</b>								
Career Hours	271	417	72%	1,183	3,388	-65%	2,008	-41%
Volunteer Hours	64	51	31%	138	419	-67%	408	-66%
Total Hours	335	468	68%	1,321	3,807	-65%	2,416	-45%
Average Career Hours	18.1	27.8	72%	79	226	-65%	134	-41%
Average Volunteer Hours	5.3	4.3	31%	12	35	-67%	34	-66%
<b>FIRE INSPECTIONS</b>								
New Inspections	9	7	-29%	221	339	-35%	321	-31%
Re-Inspections	19	37	-62%	46	202	-77%	157	-71%
Total Inspections	28	44	-100%	267	541	-51%	478	-44%
<b>HYDRANT INSPECTIONS</b>	111				29	-100%	137	-100%

## PUBLIC WORKS DEPARTMENT

### JULY 2014 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of July with a high temperature of 103° recorded at the Sterling Municipal Airport on the 24th. Evening temperatures also fluctuated similarly with a low of the month being 56° on the evening of the 19th and a high evening low of 70° recorded on the 22nd. The Sterling Municipal Airport recorded a total precipitation of 4.67" for the month of July.

#### MONTHLY CLIMATOLOGICAL SUMMARY for JUL. 2014

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		HIGH	TIME	LOW	TIME	HEAT	COOL	AVG		TIME	DOM	
	TEMP	TEMP					DEG	DEG	SPEED	HIGH			DIR
1	69.4	79.5	79.5	4:00p	57.8	6:00a	1.3	5.7	0.00	8.4	28.0	1:30p	NW
2	69.4	80.6	80.6	5:30p	57.2	4:00a	1.6	5.9	0.00	6.0	21.0	4:00p	SE
3	74.2	90.2	90.2	5:00p	58.2	5:30a	1.4	10.7	0.00	6.4	24.0	8:00p	SSE
4	76.3	95.3	95.3	3:00p	62.3	5:30a	0.2	11.5	0.29	6.8	37.0	8:30p	S
5	79.9	98.1	98.1	5:00p	59.4	6:00a	0.7	15.6	0.00	4.8	14.0	12:30a	SSW
6	78.9	93.4	93.4	2:30p	59.2	5:30a	0.5	14.5	0.00	6.5	20.0	3:00p	NE
7	79.2	91.7	91.7	2:30p	65.0	4:30a	0.0	14.2	0.00	8.6	29.0	8:30p	NE
8	73.5	83.8	83.8	5:30p	64.9	5:00a	0.0	8.5	0.07	3.8	19.0	7:00p	NE
9	76.1	94.2	94.2	3:30p	61.8	6:00a	0.2	11.3	0.00	7.8	57.0	6:00p	S
10	80.2	97.2	97.2	6:30p	60.5	4:30a	0.4	15.6	0.00	7.8	32.0	12:00m	SSE
11	75.1	92.5	92.5	5:00p	66.4	6:00p	0.0	10.1	1.13	6.8	51.0	5:30p	NE
12	74.0	83.5	83.5	4:30p	66.6	6:30a	0.0	9.0	0.00	5.3	19.0	10:00a	NE
13	71.9	86.4	86.4	1:30p	63.0	6:00a	0.3	7.2	0.56	3.5	29.0	4:30p	S
14	71.0	81.0	81.0	2:00p	61.1	5:30a	0.3	6.3	0.01	8.1	27.0	3:30p	NE
15	65.7	72.9	72.9	2:30p	60.1	6:30a	1.4	2.1	0.01	9.5	26.0	6:00p	SE
16	62.2	68.2	68.2	1:00p	58.3	11:30p	3.1	0.3	0.05	5.3	26.0	4:30a	NE
17	64.5	75.7	75.7	5:30p	58.1	4:30a	3.0	2.5	0.01	3.3	13.0	1:00p	NE
18	73.0	94.0	94.0	3:30p	56.2	5:00a	2.2	10.2	0.00	4.0	18.0	4:00p	SE
19	74.0	93.9	93.9	5:00p	55.8	6:00a	1.4	10.4	0.00	4.6	21.0	7:00a	SSW
20	83.6	102.3	102.3	3:30p	58.5	5:00a	1.0	19.6	0.00	8.9	54.0	8:00p	W
21	81.1	100.0	100.0	4:00p	62.9	6:00a	0.1	16.2	0.00	6.6	29.0	12:00m	S
22	84.3	95.3	95.3	5:00p	69.9	5:00a	0.0	19.3	0.00	8.0	59.0	1:00a	E
23	78.6	95.5	95.5	5:00p	69.9	8:30a	0.0	13.6	0.00	11.1	29.0	1:00a	SSE
24	79.9	102.8	102.8	2:30p	66.2	6:00a	0.0	14.9	0.07	7.0	37.0	5:00p	SSE
25	77.2	93.7	93.7	3:30p	61.3	5:30a	0.3	12.5	0.00	5.8	30.0	6:30p	SSW
26	77.3	89.7	89.7	4:30p	59.8	6:00a	0.5	12.8	0.00	5.2	19.0	2:00p	SW
27	77.1	88.0	88.0	4:30p	63.5	6:00a	0.1	12.1	0.00	6.7	21.0	1:30p	E
28	75.5	89.9	89.9	3:00p	60.0	6:00a	0.4	10.9	0.00	5.4	41.0	4:30p	SE
29	71.4	88.6	88.6	2:30p	60.6	6:00a	0.6	7.0	2.32	6.7	40.0	6:30p	E
30	64.6	67.2	67.2	3:00p	62.1	10:30p	0.9	0.6	0.15	5.3	19.0	4:00p	NNE
31	71.3	84.2	84.2	4:30p	58.4	6:30a	1.3	7.6	0.00	4.5	22.0	12:00p	SW
-----													
	74.5	102.8		24	55.8	19	23.2	318.7	4.67	6.4	59.0	22	NE

Max >= 90.0: 16  
 Max <= 32.0: 0  
 Min <= 32.0: 0  
 Min <= 0.0: 0  
 Max Rain: 2.32 ON 07/29/14  
 Days of Rain: 8 (>.01 in) 5 (>.1 in) 2 (>1 in)  
 Heat Base: 65.0 Cool Base: 65.0 Method: Integration

## STREET/SANITATION DIVISIONS

The resources spent sweeping City streets totaled 180 miles being swept throughout the month of July.

The division also expended 73 tons of hot bituminous mix in pothole repair and 50 pounds of cold mix-asphalt in pothole repair.

A 145% increase in resources was expended in cleaning catch basins with the number being 1,049 throughout the month compared to 428 a year ago.

The division expended 1 gallon of paint painting parking, 25 gallons of paint painting crosswalks and 10 gallons painting curbs.

The division repaired 2 traffic control signs and replaced 2 traffic control signs.

The sanitation division collected 77 tons of loose trash throughout the month. However, they collected 601 tons of compacted trash. This compacted trash is a 2% decrease compared to a year ago. Under time and material removals there were 64 tons this month.

DESCRIPTION	July 2014	July 2013	July Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>STREET MAINTENANCE</b>								
Streets Swept (Blocks)		309	-100%		2,303	-100%	2,941	-100%
Streets Swept (Miles)	180			1,013				
Sweeper Water-Dust Control (Gals)	8,000	4,515	77%	32,090	29,915	7%	39,573	-19%
Flushing Streets (Gals)								
Gravel/ABC-Alleys (Tons)							286	-100%
Gravel/ABC-Streets (Tons)							600	-100%
Grading Alleys (Blocks)		145	-100%		205	-100%	781	-100%
Grading Streets (Blocks)							290	-100%
Grade Parking Lots (Blocks)								
Excavate Sub-base (Cu Yds)							251	-100%
Excavate Asphalt (Tons)					50	-100%	158	-100%
Excavate Concrete (Tons)							24	-100%
Structure Backfill (Tons)							421	-100%
Backfill-Pit Run & Yard Stock Dirt (Cu Yds)				59			386	-85%
Hot Bituminous Mix (Tons)	73	63	17%	545	153	257%	480	14%
Emulsion/Tack Oil (Gals)					80	-100%	108	-100%
Cold Mix-Asphalt (Tons)					2	-100%	1,220	-100%
Catchbasins - Alfosid Briquets	98			98			881	-89%
Catchbasins Cleaned (Each)	1,049	428	145%	2,705	1,032	162%	2,601	4%
Painting-Parking (Gals)	1			23	2	1025%	32	-29%
Painting-Crosswalks (Gals)	25			58			56	4%
Painting-Curbs (Gals)	10	50	-80%	78	88	-12%	50	56%
Painting-Symbols (Gals)				7				
Painting-Lanes(Gals)				5			7	-29%
<b>SIGN MAINTENANCE</b>								
Traffic Control-Repair (Each)	2	83	-98%	55	115	-52%	39	40%
Traffic Control-Replace (Each)	2	9	-78%	64	100	-36%	87	-26%

Traffic Control-Install (Each)				8	4	100%	88	-91%
Traffic Control-Remove (Each)		2	-100%	11	2	450%	74	-85%
Street Name-Repair (Each)				3	2	50%	17	-82%
Street Name-Replace (Each)		14	-100%		50	-100%	96	-100%
Street Name-Install (Each)					5	-100%	87	-100%
Delineators-Repair & Replace (Each)				1	1		4	-72%
SNOW/ICE CONTROL								
Snow Removal (Loads)				311	130	139%	248	26%
Salt/Sand Mix Material (Tons)				230	232	-1%	186	23%
Plowed/Sanded Streets (Miles)				3,467	1,902	82%	2,025	71%
SANITATION								
Loose Trash/Debris Collection:WO (Tons)	77	131	-41%	365	768	-53%	625	-42%
Compacted Trash Collection (Tons)	601	614	-2%	3,363	3,267	3%	3,407	-1%
Alley Debris/Trash Removal: T & M (Tons)	64	21	209%	201	137	46%	74	172%
Yard: Sweepings + Misc Debris (Tons)	61	34	78%	714	361	98%	638	12%
Container Repairs-90 Rollouts (Each)	10	4	150%	58	39	49%	103	-44%
Container Repairs-Dumpsters (Each)	20	11	82%	345	193	79%	238	45%
Level Dumpsters - Gravel Base Pad				9	6	56%	2	290%
Weed Control-Mowing (Hours)	36	33	9%	140	71	99%	116	21%
Weed Control-Burning (Hours)							1	-100%
MATERIAL PROCESSING								
Haul Materials from Vendor Yard (Tons)	10	44	-76%	791	831	-5%	665	19%
Haul Materials from Project Site (Cu Yds)	35			35	30	17%	580	-94%
Haul Pulverized Asphalt/Millings (Cu Yds)	114	1	8353%	255	42	505%	361	-30%
MISCELLANEOUS								
Haul Rip Rap Materials--Concrete	430			430	10	4196%	26	1552%
Crack Sealing (pounds)				14,980	27,150	-45%	28,913	-48%
Grading Alleys (Hours)	14			112				
Grading Streets (Hours)	7			87				
Grade Parking Lots (Hours)								
Cold Mix Asphalt (Pounds)	50			11,450				

## **WATER/SEWER DIVISION**

The water division produced 129,475,160 gallons, a 9% increase compared to July a year ago, and a 5% increase in hours logged. Furthermore the division responded to 136 requests for locates throughout the month. The meter reader read 4,805 meters resulting in 75 turn-offs for delinquent payment, 41 investigations for zero consumption and 13 investigations for high usage. The division continued the testing regime necessary for the health department regulations, responded to 262 and cleared 262 SCADA alarms at the time of reporting.

The sewer division responded to 242 requests for locates.



<b>MISCELLANEOUS - OTHER</b>								
Concrete Blocks Built (No.)								
Water Main Leak Detection (Feet)							14	-100%
<b>METER SECTION</b>								
<b>METERS (No.)</b>								
Meters Read	4,805	5,657	-15%	36,165	35,571	2%	32,243	12%
Meter Turn-offs (for repair)	10	14	-29%	79	82	-4%	91	-13%
Meter Turn-offs (delinquent)	75	92	-18%	571	545	5%	444	28%
Meter Turn-ons (all)	120	100	20%	732	595	23%	533	37%
<b>METER MAINTENANCE (No.)</b>								
Meters Repaired - In House								
Meters Repaired - In Field							4	-100%
Meters Repaired - Manufacturer								
<b>METER INVESTIGATIONS (No.)</b>								
Zero Consumption	41	26	58%	160	228	-30%	46	246%
High Usage	13	18	-28%	102	112	-9%	197	-48%
Leaking in Meter Pit	8			8	9	-11%	2	344%
<b>METER PIT MAINTENANCE (No.)</b>								
Curb Stops Repaired							0	-100%
<b>METER PIT INSTALLATION (No.)</b>								
Meter Pits Installed								
<b>MISCELLANEOUS - OTHER (No.)</b>								
Concrete Risers Manufactured								
Meter Pits Manufactured								
<b>OPERATIONS SECTION</b>								
<b>WELL METERS (No.)</b>								
Well Meters Read	12	13	-8%	88	102	-14%	120	-27%
Park Meters Read	42	42		194	156	24%	169	15%
<b>WELL HOUSE MAINTENANCE (No.)</b>								
Motors Checked	98	226	-57%	1,472	1,687	-13%	2,545	-42%
Well Building Security Checked	98	170	-42%	1,526	1,481	3%	3,862	-60%
<b>WELL MAINTENANCE (No.)</b>								
Well GPM Check								
Well Check for Sand							2	-100%
Well Static Level							10	-100%
Well Draw Down							10	-100%
Well Air Check							305	-100%
<b>GROUND STORAGE TANKS (No.)</b>								
7.5 MG Tank Checked	18	33	-45%	143	205	-30%	339	-58%
7.5 MG Tank Level Checked	18	33	-45%	143	205	-30%	339	-58%
2.0 MG Tank Checked	18	33	-45%	143	206	-31%	339	-58%
2.0 MG Tank Level Checked	18	33	-45%	141	205	-31%	339	-58%
Security Checks	18	33	-45%	143	208	-31%	339	-58%
<b>ELEVATED STORAGE TANKS (No.)</b>								
0.25 MG North Checked	59	67	-12%	417	392	6%	550	-24%
0.25 MG North Level Checked	59	67	-12%	417	394	6%	551	-24%
0.25 MG South Checked	59	67	-12%	414	394	5%	551	-25%
0.25 MG South Level Checked	59	67	-12%	416	394	6%	551	-24%

Security Checks	118	67	76%	639	388	65%	956	-33%
<b>WATER QUALITY TESTING (No.)</b>								
Well Samples Taken					3	-100%	16	-100%
Distribution Samples Taken				1	9	-89%	31	-97%
Chlorine Samples Taken	9	30	-70%	231	311	-26%	467	-50%
Bacteriological Samples Taken	15	15		110	110		81	36%
Other - Samples taken	4			12			51	-77%
<b>SCADA SYSTEM (No.)</b>								
SCADA Alarms	262	133	97%	860	642	34%	431	100%
SCADA Alarms Cleared	262	133	97%	874	642	36%	429	104%
<b>DISINFECTION (No.)</b>								
Chlorine Bottles Picked Up							72	-100%
Chlorine Bottles Returned							74	-100%
<b>POTABLE WELLS</b>								
<b>WELLS PUMPED</b>								
Hours	4,021	3,828	5%	18,166	17,906	1%	19,420	-6%
Gallons	129,475	118,763	9%	582,145	539,117	8%	579,421	0%
Call Customer By Phone								
<b>UNCC LOCATES</b>								
City Requests	10	1	900%	103	25	312%	39	167%
Private Requests	116	100	16%	562	583	-4%	381	47%

DESCRIPTION	July 2014	July 2013	July Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>SANITARY SECTION</b>								
<b>Sewer Service Installed (No.)</b>								
Sewer Service Installed (No.) 4"								
Sewer Service Installed (No.) 6" & larger								
Sewer Service Taps Installed (No.) all								
Sewer Service Inspected (No.)							0	-100%
Sewer Service Repaired (No.)							1	-100%
<b>Sewer Lines Installed (Ft.)</b>								
Sewer Lines Installed (Ft.) 6"								
Sewer Lines Installed (Ft.) 8"							180	-100%
Sewer Lines Installed (Ft.) 10"								
Sewer Lines Installed (Ft.) 12" & larger								
<b>Sewer Lines Replaced (Ft.) 4"</b>								
Sewer Lines Replaced -6" (Ft)							5	-100%
Sewer Lines Replaced -8" (Ft)								
Sewer Lines Replaced -10" (Ft)							2	-100%
Sewer Lines Replaced-12" & larger (Ft)								
Sanitary Sewer Relined-all sizes (Ft)								
<b>Sewer Lines Cleaned (Ft.) 4"</b>				15				
Sewer Lines Cleaned (Ft.) 6"		800	-100%	1,807	3,825	-53%	981	84%
Sewer Lines Cleaned (Ft.) 8"		2,400	-100%	9,312	5,325	75%	5,593	68%
Sewer Lines Cleaned (Ft.) 10"		1,600	-100%	4,000	5,800	-31%	4,826	-17%



Catchbasins Repaired (No.)								
Catchbasins Replaced (No.)								
Catchbasins Cleaned (No.)							3	-100%
Storm Sewer Line Locates (No.)	16	23	-30%	167	118	42%	554	-70%
Storm Sewer Manhole Locates (No.)	7	10	-30%	124	89	39%	1,055	-88%
Call Customer by Phone							1	-100%

DESCRIPTION	July 2014	July 2013	July Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>Monthly Water Demand Record</b>								
<b>Sterling WTP</b>								
Monthly Total Demand (MG)	114	115	-1%	504	521	-3%	104	384%
Average Daily Demand (MG)	4	4	-1%	2	2	-3%	3	-31%
Maximum Daily Demand (MG)	5	5	-4%	21	21	2%	4	410%
Minimum Daily Demand (MG)	2	2	10%	12	13	-8%	3	361%
Monthly Total FW Production (MG)	113	115	-2%	504	522	-3%	104	383%
Average Daily FW Production (MG)	4	4	-2%	2	2	-4%	3	-31%
Maximum Daily FW Production (MG)	5	5	-3%	23	23	1%	5	406%
Minimum Daily FW Production (MG)	2	2	44%	8	10	-16%	2	322%

## AIRPORT DIVISION

The airport division witnessed 240 operations during the month of July. Throughout the month this division sold 4,283 gallons of fuel, which is an 8% decrease from July 2013. However the total year-to-date of 19,717 gallons of fuel, is also a 5% decrease compared to a year ago.

DESCRIPTION	July 2014	July 2013	July Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>OPERATIONS BY A/C TYPE</b>								
A/C Single Engine	164	132	24%	789	691	14%	916	-14%
A/C Multi Engine	14	18	-22%	102	64	59%	86	19%
Helicopter	12	16	-25%	110	96	15%	127	-14%
Turbojet	50	42	19%	257	240	7%	307	-16%
Other Types							1	-100%
<b>TOTAL OPERATIONS</b>	240	208	15%	1,258	1,091	15%	1,437	-12%
<b>AVIATION FUEL DISPENSATION</b>								
Avgas (Gals.)	2,769	1,921	44%	9,327	6,821	37%	7,985	17%
Jet-A (Gals.)	1,514	2,721	-44%	10,390	13,968	-26%	15,070	-31%
<b>TOTAL FUEL</b>	4,283	4,642	-8%	19,717	20,790	-5%	23,056	-14%



Units								
Value								
Other Nonhousekeeping 214								
Permits								
Units								
Value								
TOTALS								
Permits								
Units								
Value								
<b>RESIDENTIAL ADD/ALTERATIONS</b>								
Residential Additions/Alterations 434								
Permits	37	18	106%	85	75	13%	81	4%
Value	218,072	63,510	243%	508,606	306,838	66%	501,822	1%
Residential Garages/Carports 438								
Permits	2			7	3	133%	6	21%
Value	2,588			71,800	23,220	209%	73,814	-3%
TOTALS - RES. ADD/ALTERATIONS								
Permits	39	18	117%	92	78	18%	87	6%
Value	220,660	63,510	247%	580,406	330,058	76%	575,636	1%
<b>NEW NONRESIDENTIAL</b>								
Amusement & Recreation 318								
Permits					1	-100%	0	-100%
Value					28,285	-100%	5,657	-100%
Churches & Religious 319								
Permits								
Value								
Industrial Buildings 320								
Permits					1	-100%	0	-100%
Value					450,000	-100%	90,000	-100%
Auto Service & Repair 322								
Permits				1				
Value				118,267				
Hospitals & Institutions 323								
Permits				1				
Value				2,266,440				
Offices 324								
Permits				1	1		0	150%
Value				947,500	8,500	11047%	386,620	145%
Schools & Education 326								
Permits								
Value								
Commercial Buildings (Retail) 327								
Permits								
Value								
Public Works & Utilities 325								
Permits							0	-100%
Value							2,400,388	-100%

<b>Other Buildings 328</b>								
Permits		2	-100%		5	-100%	3	-100%
Value		52,232	-100%		126,569	-100%	105,349	-100%
<b>Structures 329</b>								
Permits	2	1	100%	2	1	100%	1	43%
Value	1,198,225	261,000	359%	1,198,225	261,000	359%	75,951	1478%
<b>TOTALS - NEW NONRESIDENTIAL</b>								
Permits	2	3	-33%	5	9	-44%	6	-11%
Value	1,198,225	313,232	283%	4,530,432	874,354	418%	3,063,965	48%
<b>NONRESIDENTIAL ADD/ALTERATIONS</b>								
<b>Nonresidential Add/Alterations 437</b>								
Permits	6	4	50%	22	20	10%	27	-17%
Value	81,733	63,510	29%	592,619	1,188,856	-50%	2,283,800	-74%
<b>DEMOLITIONS</b>								
<b>Single-Family 645</b>								
<b>Two-Family 646</b>								
<b>Three &amp; Four Family 647</b>								
<b>Five or More Family 648</b>								
Others 649							0	-100%
<b>PERMITS AND FEES</b>								
<b>Building</b>								
Permits	48	25	92%	122	109	12%	121	1%
Fees	15,409	16,867	-9%	153,230	82,763	85%	91,129	68%
<b>Demolitions</b>								
Permits	2			6	3	100%	4	50%
Fees	50			150	75	100%	95	57%
<b>Fence</b>								
Permits	10	5	100%	33	39	-15%	46	-29%
Fees	200	100	100%	660	800	-18%	924	-29%
<b>Mechanical</b>								
Permits	21	3	600%	38	31	23%	27	41%
Fees	684	100	587%	1,148	1,070	7%	899	28%
<b>Sign</b>								
Permits	6	3	100%	15	13	15%	14	9%
Fees	140	80	75%	340	320	6%	436	-22%
<b>Excavation</b>								
Permits	29	22	32%	61	74	-18%	44	39%
Fees	495	170	191%	750	385	95%	356	111%
<b>Manufactured Home Hookups</b>								
Permits	2	1	100%	4	1	300%	3	43%
Fees	1,803	75	2304%	1,953	75	2504%	210	830%
<b>Miscellaneous</b>								
Permits	22	26	-15%	69	111	-38%	192	-64%
Fees	2,837	4,610	-38%	12,379	19,067	-35%	41,439	-70%
<b>TOTALS - PERMITS AND FEES</b>								
Permits	140	85	65%	348	381	-9%	451	-23%
Fees	21,618	22,002	-2%	170,610	104,555	63%	135,489	26%



## PARKS, LIBRARY AND RECREATION DEPARTMENT

### JULY MONTHLY REPORT

#### Department Overview

There were thirty-four (34) pavilion reservations for the month of July, for a year to date total of one hundred and twenty-five (125). There was also one (1) Facility Use Reservations for the month of July, for a year to date total of thirty (30).

There was one (1) Tree Plantings in the Tree Planting program, for a year to date total of \$348.57. No funds were paid out in the Tree Removal Program, for a year to date total of \$0.

There were 1 Memorial Benches purchased in the Month of July.

The Department has been busy with normal summer activities and keeping up with the everything in all the departments. Director Gandee, Superintendent Fuller, Supervisor Brownell and Administrative Secretary Freeland attended a GOCO meeting for their 5 year plan, held at the Sterling Public Library.

The Director also attended several Meetings and Trainings in the Month of July

July 2- PLR Staff meeting  
Kiwanis Lunch

July 3- Management Staff Meeting

July 8- GOCO Meeting  
PLR Board Meeting

July 9- Kiwanis Lunch  
Meeting with Dog Park Group

July 10<sup>th</sup>- Management Staff

July 16- PLR Staff  
Kiwanis lunch  
Meeting with Lyle Stafford

July 17- Management Staff Meeting  
Tiger Paw Meeting  
CAB Meeting

July 22- City Council Meeting

July 23- Kiwanis Lunch  
Cable Meeting

July 24- Management Staff Meeting  
Paint Tiger Paws  
Colorado State Forestry Meeting

July 28- Public Art Meeting

July 30- Kiwanis Lunch

## PARKS, CEMETERY, AND FORESTRY MONTHLY REPORT FOR JULY 2014

**Parks** – Park staff work is beginning on the fish pond, mainly the dock. Parks staff is doing routine care and maintenance. Routine chemical spraying is being done.

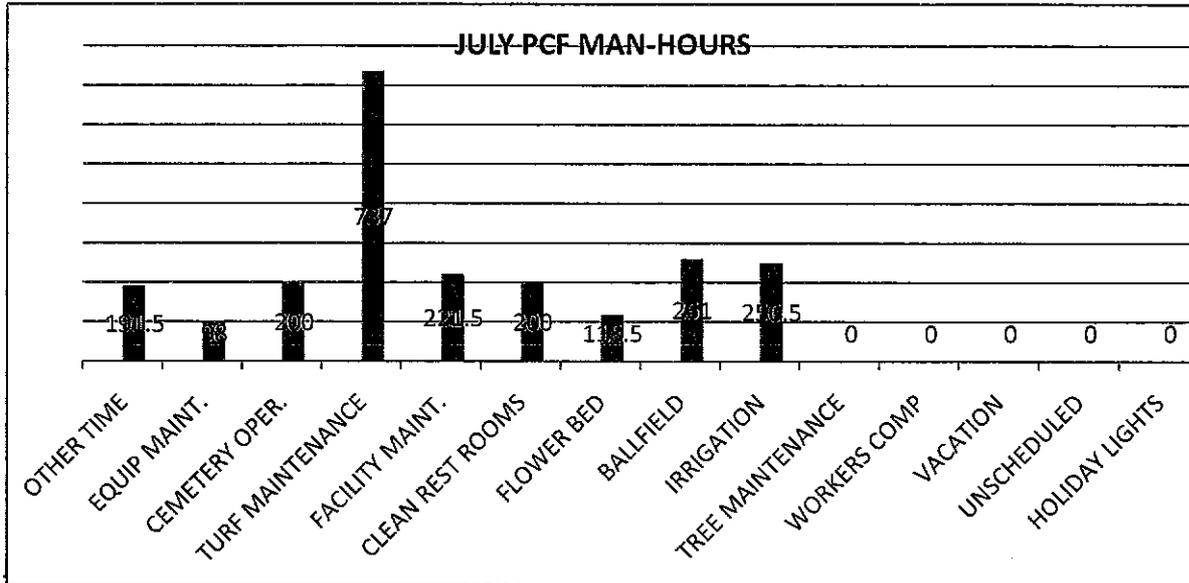
**Cemetery** – During July there were five (5) opening and closings, one (1) full burial and four (4) cremains. There were a total of sixty-three (63) graves repaired this month. Routine maintenance is being taken care of as needed. The cemetery staff has been working long hours to offset the hot dry weather, to insure the grass stays green. The cemetery is at full staff.

**Forestry** – The foresters completed five (5) action requests, trimming forty-two (42) trees's and removed twenty-nine (29) trees. They picked up one hundred seventy-one (171) fallen branches, and removed four (4) hangers. They removed four (4) tree stumps in the month. They hauled five (5) load to the dump this month, and replaced three (3) signal bulbs.

### Ongoing PCF projects:

- Perform all routine maintenance activities, action requests and stump grinding as necessary.
- Performing routine maintenance in restrooms.
- Cemetery crew tamping sunken areas.
- Cemetery cleaning and maintaining irrigation.
- Walking bridge at fish pond is repaired.
- Park benches in Pioneer Park.
- Repair begun on fishing dock.

DESCRIPTION	2014	2013	Change	2014	2013	Change	Avg	Change
PARKS								
Man-hours of equip maint (all PCF)	98	123	-20%	98	747	-87%	978	-90%
Facility reservations	34	37	-8%	131	128	2%	174	-25%
Restroom cleanings/inspections	200	197	2%	1,198	1,063	13%	985	22%
Man-hours of ballfield preparation	261	240	9%	750	991	-24%	1,189	-37%
CEMETERY								
Opening/Closing	5	17	-71%	63	71	-11%	65	-3%
Cremains - Opening/Closing	4	8	-50%	26	36	-28%	27	-3%
Spaces sold	1	8	-88%	23	39	-41%	34	-32%
Monument permits							82	-100%
Graves repaired/raised	63	34	85%	569	589	-3%	749	-24%
Niches Sold	5			26	21	24%	16	65%
FORESTRY								
Trees trimmed	42	9	367%	130	160	-19%	265	-51%
Trees removed	29	7	314%	99	76	30%	112	-12%
Action Requests completed	5	4	25%	22	29	-24%	43	-49%
Trees planted				36	73	-51%	59	-39%
Stumps removed	47	8	488%	102	12	750%	23	336%



### RECREATION DIVISION

**TEAM SIDELINE SOFTWARE:** The Recreation Division has been using Team Sideline software for one year now. The software enables us to have an online registration website for participants to sign-up for all of our youth or adult sports programs. It does many things including making schedules according to field or gym availability and it enables us to send out messages of in climate weather or game cancellations. Staff has been expanding the extent of things this software can do and it definitely makes our jobs a lot easier.

**SUMMER SOFTBALL:** We had excellent weather for softball all year in 2014. There were a total of just 9 Youth Softball games that had to be rescheduled due to weather during July! 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 23<sup>rd</sup>. Attendance at the softball complex for the adult leagues totaled 2,700 player and spectator visits in July, 2014.

The Wildcat Girls Youth Softball concluded July 31<sup>st</sup>. Attendance at the softball complex for the youth wildcat leagues accounted for 3,354 player and spectator visits in July, 2014.

**ADULT FALL SOFTBALL:** Registrations for the Fall Softball Leagues were taken through July 30<sup>th</sup>. Arrangements were made for umpires, scorekeepers, and field supervisors for this program. Previous employees were contacted. League play begins on August 11<sup>th</sup> and continues through September 26<sup>th</sup>. There are a total of 20 teams participating in the program. This is up 7 teams from last year.

**ADULT FALL VOLLEYBALL:** Registration information for Adult Fall Volleyball was prepared and distributed to all of last year's teams, as well as the local media in July. Games begin September 15<sup>th</sup>. The divisions offered are: Women's A, Upper B, Lower B, and Co-Rec. The registration due date is August 20<sup>th</sup>.

**YOUTH FALL VOLLEYBALL:** Registration forms for Fall Youth Volleyball was prepared and mailed to all of last year's participants and information was sent to the local media. The registration due date is August 13<sup>th</sup>, 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 25<sup>th</sup> and matches

begin September 20<sup>th</sup>. There are already over 72 girls registered to participate so far this year which is ahead of last year.

**EMPLOYEES:** The Sterling Recreation Division offers seasonal jobs to many youth and adults during the year. This summer there were: 9 youth softball umpires, 9 scorekeepers and 4 field supervisors. Adult softball employed: 7 umpires, 5 scorekeepers and 3 field supervisors. A total of 37 seasonal employees filled out the softball employee roster.

### **RECREATION CENTER**

**FACILITY DECK RESURFACING:** The indoor pool has had a problem with the topcoats seal since its installation in 2013. Arrangements were made in July for Restoration Concrete to come back in, during our closure Sept. 2 – 5 for Annual Maintenance, and re-do the top coat with their own material. We will incur no charges for the repair.

**RECREATION CENTER ATTENDANCE REPORT:** July, 2014's total admission figures were 9,142. July, 2013's total admission figures were 8,526. Total admissions for July, 2014 were up 616 visits from July, 2013. The increases averaged approximately 19 patron visits a day.

**CHILD ADMISSIONS:** There were a total of 1,074 Child Admissions to the Recreation Center in July, 2014. This is down 21 visits from July, 2013. In all categories, paid admissions and punch card admissions make up the total.

**YOUTH ADMISSIONS:** There were a total of 4,013 Youth Admissions to the Recreation Center in July, 2014. This is up 531 visits from July, 2013.

**SENIOR ADMISSIONS:** There were a total of 606 Senior Admissions to the Recreation Center in July, 2014. This is up 45 visits from July, 2013.

**ADULT ADMISSIONS:** There were a total of 2,900 Adult Admissions to the Recreation Center in July, 2014. This is up 366 visits from July, 2013.

**CITY EMPLOYEE ADMISSIONS:** There were a total of 118 City Employee Admissions to the Recreation Center in July, 2014. This was down 15 visits from July, 2013.

**YEARLY PASS ADMISSIONS:** There were a total of 431 Yearly Pass Admissions to the Recreation Center in July, 2014. This was down 400 visits from July, 2013.

**SWIM LESSONS:** Two of the five sessions of summer American Red Cross swimming lessons took place in July, 2014. A total of 230 swimming lesson classes were taught in July, which was up 16 lessons from July 2013. There were 109 children in regular swimming lessons classes and 104 children in private swimming lessons. There were 15 in the Parent/Child lessons and an additional 2 senior lessons. The 230 children amassed 2,300 visits to the Recreation Center during morning swimming lessons in July. This figure does not include all their parents and family members that accompany them into the facility so they can take their swimming lessons!

**STERLING SWIM TEAM:** There were 18 kids participating on the Sterling Swim Team. This is 5 more kids than there were in 2013. This year, we tried sending flyers home to all RE-1 school children three weeks before school ended promoting the program, as well as sending press releases.

These 18 kids accounted for 182 visits to the Recreation Center for practice in July. 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 466 kids from the RE-1 valley school summer club that used the outdoor pool on Tuesday's and Thursday's in July, 2014. This is 137 more than July

2013. Due to intergovernmental agreements between the City of Sterling and RE-1 Valley Schools, there are no charges for these visits.

**EMPLOYEES:** The Recreation Center employed 48 American Red Cross certified seasonal staff during the summer of 2014. This is one less 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.

DESCRIPTION	July 2014	July 2013	July Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>WINTER</b>								
Volleyball Teams								
Volleyball Participants								
Volleyball Spectators								
Adult Basketball Teams				75	48	56%	44	72%
Adult Basketball Participants				3,120	1,920	63%	1,271	145%
Adult Basketball Spectators				2,400	1,920	25%	1,732	39%
Youth Basketball Teams				140	138	1%	168	-16%
Youth Basketball Participants				2,848	3,560	-20%	8,741	-67%
Youth Basketball Spectators				10,680	12,720	-16%	14,016	-24%
Adult Basketball Tournament Teams							20	-100%
Adult Basketball Tournament Participants							180	-100%
Adult Basketball Tournament Spectators							256	-100%
Open Gym Participants				89	614	-86%	123	-28%
Denver Nugget Basketball Skills Challenge				25			8	229%
Santa at the Center Participants								
Dodgeball Teams				30				
Dodgeball Participants				400				
Dodgeball Spectators				800				
<b>Spring</b>								
Volleyball Teams				81	52	56%	66	23%
Volleyball Participants				2,718	1,376	98%	1,942	40%
Volleyball Spectators				2,180	860	153%	2,155	1%
<b>Summer</b>								
Adult Softball Teams	27	27		81	54	50%	79	3%
Adult Softball Participants	1,200	1,638	-27%	3,024	3,958	-24%	4,484	-33%
Adult Softball Spectators	1,500	1,170	28%	3,780	2,910	30%	5,416	-30%

Wildcat Softball Teams	29	30	-3%	87	60	45%	79	11%
Wildcat Softball Participants	774	753	3%	1,746	1,441	21%	2,999	-42%
Wildcat Softball Spectators	2,580	3,000	-14%	5,820	5,640	3%	8,228	-29%
Pet Show Participants		23	-100%		23	-100%	14	-100%
Rockies Baseball Skills Challenge		16	-100%	19	16	19%	19	1%
July 4th Dance Attendance		500	-100%		500	-100%	420	-100%
July 4th Fireworks Attendance		5,000	-100%		5,000	-100%	4,200	-100%
Tennis Lessons				18			6	210%
Tennis Leagues								

## LIBRARY

The patron count for Sterling Public Library from July 1 through July 31, 2014 was 4,953.

There were 19 meetings in the Community Room in July.

The library had 6 Community Servants for a total of 47 hours of community service. Eleven volunteers worked 58 hours. One CWEP participant worked 44 hours. Total volunteer hours for the month of July were 149.

Sterling Public Library made 202 interlibrary loan requests of other libraries and received 177 items. Other libraries made 148 interlibrary loan requests and Sterling Public Library loaned 125 items. Lending libraries were unable to fill 26 requests and Sterling Public Library was unable to fill 23 requests. Total interlibrary loan requests were 350 and 302 items were circulated.

Janet reported that 54 hours tutoring during July. Some tutors were not contacted. These hours will be noted in August.

There were 5 participants in Our Time during July. Sandy provided the stories and activities.

The Summer Reading Program theme Fizz Book Read provided many great program opportunities. Attendance at the weekly Monday programs was up 33% with 467 kids attending. There were 398 kids age 2 through grade 12 that read a total of 9640 hours. Participation was up 1.7% from 2013. There were 49 adults who participated and read 1041 books. Adult participation was up 30%

### PROJECT UPDATE:

Technology continues to be an important part of the library. Two thousand eighty two patrons signed up and used the Internet and public access computers during July.

There were 54 children who called Dial-a-Story during July. Erica Kallsen, Vickie Nills, Dorothy Schreyer and Denise Ladd 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>Think Like a Scientist ..</u>			
July 7	with robots	55	25
July 15	in the science lab	40	19
July 22	with grossology	45	20
<u>Art of Science</u>			
July 1	Salvage collage art	8	
July 8	Northern lights art	9	
July 15	Water color salt	9	
July 22	Kaleidoscope art	8	
<u>Movie Night</u>			
July 9	Planes	19	9
July 23	Meet the Robinsons	7	3
<u>Toddle Time</u>			
	Children/babies		Adults
July 1			10/2
	10		
July 8			13/1
	13		
July 15			16/3
	16		
July 22			12/4
	11		
<u>Baby Time</u>			
July 1	3	3	
July 8	4	5	
July 15	2	1	
July 22	3	3	
<u>Miscellaneous</u>			
July 10	Jim Jackson Big Bubble Circus	69	43
<u>YA Movies</u>			
July 3	National Treasure		1
July 17	Warm Bodies		0
<u>Closing Program</u>			
July 29	72	102	

The closing program was held at Prairie Park on July 29<sup>th</sup>. Anyone completing at least 6 levels was eligible to attend and bring their family. The Friends of the Library served sloppy joes. The theme for the evening was Splish, Splash Science. Following the meal the kids were to go swimming. Due to inclement weather, the swimming portion was cancelled.

DESCRIPTION	July 2014	July 2013	July Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
Active Library Patrons								
Books Checked Out	10,291	10,580	-3%	60,700	62,690	-3%	64,264	-6%
Digital check out	965	734	30%	6,071	5,040	20%	1,823	233%
In-house Circulation	533	510	5%	6,410	2,987	115%	6,384	0%
Volunteer Hours	58	49	18%	340	326	4%	178	90%
Story Time Attendance	73			584	418	40%	357	63%
Summer Reading Program	17	14	21%	590	580	2%	645	-8%
Reference Questions	430	620	-31%	3,360	4,322	-22%	5,678	-41%
Books Placed on Hold	398	437	-9%	2,432	2,507	-3%	3,060	-21%
Inter-Library Loans								
Borrowed requests	202	241	-16%	1,380	1,605	-14%	1,550	-11%
Loaned requests	148	150	-1%	1,158	1,303	-11%	1,449	-20%
Total	350	391	-10%	2,538	2,908	-13%	2,997	-15%
Library Meeting Room Use	19	19		192	250	-23%	135	42%
Patrons Using Facility	4,953	5,706	-13%	29,090	33,420	-13%	32,596	-11%
Hours Tutoring	54	127	-57%	872	1,015	-14%	1,044	-17%
Internet use	2,082	2,534	-18%	11,672	14,606	-20%	13,356	-13%

### OVERLAND TRAIL MUSEUM

The Museum had 4,193 visitors during the month of July representing 35 states and 7 foreign countries.

The fourth and final week of Prairie School took place during the first week of July. Fifteen students attended and were instructed by 2 teachers.

Heritage Festival took place on Friday, July 4 with a very good attendance. Approximately 3300 visitors attended this annual event. The entertainment stage hosted Boots in Motion, the band Eldorado and Leo Everett and the Clear Creek Cowboys. Bill Benson spoke in the HPEC to a full house. The title of his talk was "Sterling Stories" which focused on stories throughout history as well as personal memories. Childrens activities included gold panning, carnival games, face painting and miniature donkeys to pet and feed. Returning crafters included the blacksmith, cooper, quilters, spinners, tatting and leathercraft. All food vendors (4Square Church, Lions Club, Merino Fire Dept) reported above average sales.

The Museum had three facility rentals.

Kids College, a program through NJC, held it's first class at the Museum in July. Perry Johnson led the program which was titled "Museum 101 ~ a behind the scenes look at the museum". The program was well attended and seemed to be very well received.

Kay spoke at Rotary on July 2 and received a \$1000. Check from them to be added to flood repair. The Rotary Club would like to paint the sign in front of the museum as a group project. Kay also was a guest on the morning show on KPMX promoting the Heritage Festival and other museum programs.

Amanda Bensons last day at the museum was July 11. Kay and Perry interviewed applicants for this position on July 24 and the part time Museum Assistant position was offered to Sharon Dickenson. Sharon will begin work on Tuesday, August 12.

The Doctors office exhibit in the back room of the Dailey store has been completed and opened. Chelsea Leonard and Gwen Duncan also designed an exhibit for the Logan County Fair in the alcove of the first addition room.

**Museum Projects**

**MUSEUM FLOOD RESTORATION**

- Relocating Dr. Office exhibit
- Oral History project
- Collections storage cleaning
- Accessioning artifacts
- Archiving obits & anniversaries
- Cleaning buildings & artifacts
- Archive room
- Tannery
- Research Room
- Reorganization of photo archives
- Concrete work (gutters & sidewalks)

**Ongoing**

- COMPLETED**
- In Progress
- In progress
- Ongoing project
- Ongoing project
- Ongoing
- In progress
- In progress **on hold**
- Plans progressing
- In progress
- sidewalk to Karg barn **on hold**

DESCRIPTION	July 2014	July 2013	July Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
Numbers of Donors	5	5		18	16	13%	19	-4%
Number of Items donated	10	10		180	33	445%	71	154%
Number of School Visits				26	21	24%	18	48%
Number of Students				1,513	1,213	25%	829	82%
Prairie School Students	15			75	59	27%	70	7%
Prairie School Teachers	2			10	10		10	
Number of Special Events	1	2	-50%	10	8	25%	7	39%
Total Attendance of Special Events	3,300	4,000	-18%	3,664	4,192	-13%	3,265	12%
Number of facility rentals	3	3		17	25	-32%	8	107%
Number of Tour Buses		1	-100%		3	-100%	2	-100%
Tour Bus Visitors		15	-100%		52	-100%	34	-100%
States represented	35	30	17%	123	140	-12%	141	-13%
Foreign Countries Represented	7	6	17%	11	15	-27%	15	-26%
Total of All Visitors	4,193	4,801	-13%	8,775	9,355	-6%	7,728	14%
Volunteer Hours	56	92	-39%	108	365	-70%	322	-66%
Square Foot, Bldg. Maintained	29,766	29,766		208,362	208,362		187,362	11%