

STERLING

A Colorado Treasure

MONTHLY REPORTS

March 2013

CITY MANAGER

MARCH 2013 MONTHLY REPORT

City Manager:

The City Manager attended or met with the following:

- Meeting with City Attorney and Highway Patrol regarding ATV;
- Meeting with Logan County Economic Development Corporation Executive Director regarding Master Plan;
- Meeting with Journal Advocate Publisher;
- Attended CIRSA Regional lunch;
- Meeting with architect for Fire Station and City Hall remodel;
- Meeting regarding Trap Neuter and Release (TNR) feral cats; and
- Staff meeting regarding building security.

Executive Secretary:

The Executive Secretary continues to do the packets for Council. She attends the administrative staff meetings. She prepares the monthly reports, puts them on the web site and scans them into Laser Fiche for future reference. Connie prepared one amplified noise permit for the City Manager's signature. Executive Secretary Bornhoft helped in the Personnel Department in March.

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

Emergency Management Coordinator (EMC):

MEETINGS ATTENDED

Northeast Colorado Emergency Managers (NCEM) Regional Meeting

The March NCEM meeting was held in Sterling Colorado. Agenda items were:

- 2013 EMPG Emergency Managers Grant. Deliverables, objectives and deadlines were discussed.
- EMC Owens gave a project update on the Red Guide Recovery Handbook project. We have one grant for \$10,900 in the bank and will be given to the vendor to startup the project. We still need about \$50,000 more. Bob discussed possible grants that must be applied for locally in the eleven counties. He will form a sub-committee to develop the local books details.
- A representative from EMSystems gave the group a presentation on their system and how it could be integrated into Emergency Management. There was discussion on merging the system with the WebEOC system.

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

The Logan County ESF-8 group held a regular monthly meeting in March. Agenda items were:

- An overview of the 2013 group objectives and status check of where we are.
- Mass Casualty trigger points for responders and dispatch.

- Discussion on 800 MHz radio training for ESF-8 responders. The vendor bid for training was too high. Other possibilities were discussed.
- Vulnerable population gaps in operations and sheltering. We discussed an upcoming public meeting with community partners in vulnerable populations to gather information and statistics.
- Discussion on the Health Care Coalition project. We will be meeting district wide in Akron on April 3. We also discussed our county coalition, deliverables and deadlines.

City Building Security Project

The City of Sterling Building Security committee met in March. Agenda items were: A presentation from the vendor Multi-Card on an identification and door access smartcard system, door access systems video surveillance cameras. At the end of the meeting EMC Owens conducted a building walk through with the vendor and supplied them with a building blueprint.

RE1 Schools Safety Committee

The RE1 Schools Safety Committee met in March at the Hagen School. Agenda items were:

- Discussion on developing a district wide emergency operations plan with annexes for each school.
- Upcoming training and exercises.
- Committee reports.

Logan County Board of County Commissioners

Along with the State OEM Kevin Kuretich, the EMC met with the three County Commissioners to discuss the 2012 Emergency Operations Plan update. We discussed changes in the update and their responsibilities during emergency events. We also discussed resource management.

Logan County Rural Fire Chiefs Association

The Rural Fire Chiefs held a quarterly meeting at NJC in March. Agenda items were:

- Discussion on county provided resources.
- Air resources available both locally and from the State.
- Purchase of a retired fire truck for public relations use.
- Agency reports.

Northeast All Hazards Region Homeland Security Group

The NE region NEARH held a quarterly meeting in Fort Morgan in March. Agenda items discussed were:

- An update on old DHS grants and future grant money.
- A presentation from the State Office of Preparedness.
- Training and exercise templates for local, regional and State use.
- Citizen Corps updates.
- Current grant project update reports.

American Red Cross Community Outreach

EMC Owens met with the local chapter of the American Red Cross to discuss a public outreach to our county's vulnerable populations. We compared the materials available

from both the ARC and FEMA. We settled on what materials we would use for the project.

National Weather Service

The EMC met with Bob Glancy with the NWS Boulder in March in reference to our Logan County Storm Ready recertification. We reviewed our counties capabilities on warning, response and sheltering. We discussed the new system of deploying the warning sirens in rural towns from dispatch and took a tour of the dispatch room and equipment room.

Logan County Rabies Roundtable

Bob organized and facilitated a meeting at the Health Department for local responders, government agencies and non-government groups on rabies awareness and response. The Health Department gave a presentation on the virus and a situation report on what is going on in Logan County. We then discussed a special rabies response and developing a protocol of who would respond and how. We also discussed procedures on disposing of the animal and where to take the carcass.

TRAINING AND RESPONSES

National Weather Service Storm Ready Weather Spotter Training

EMC Owens held an annual public Weather Spotter training for citizens at the Sterling Library in March. This training is instructed by the NWS and is given in two parts; basic and advanced. The training gives citizen an awareness of how to read storms and teaches what is and is not a tornado. 68 citizens, city and county employees attended the three hour training.

State and Regional Health Care Coalition Conference

Bob attended a two day conference in Fort Morgan on the development of Health Care Coalitions. The mandated Coalitions will be at the local, regional and state levels. The Coalition will integrate hospitals, emergency management, assisted living and many other entities into one group to develop procedures, resources and facilities for emergencies and disasters. Through our ESF 8 Group Logan County and Sterling have already developed our foundation for the coalition and will continue to work with and integrate with the region and state.

OTHER OEM ACTIVITIES

- Bob performed all of the monthly bookkeeping for the E911 Authority.
- Work continues on the Red Guidebook to Disaster Recovery project.
- Provided local and regional situation awareness for winter storms using the WebEOC program.
- Disseminated information about rabies responses to City agencies.
- Monitored and made reports on WebEOC for a train derailment on Hwy 138.
- Worked on EMPG projects and deliverables for the 2nd quarter.
- Worked on resource management and procurement with the Sterling Rural Fire District.
- Worked with NJC on the development of a NJC CERT team.
- Pre-staged the Red Cross shelter trailer in anticipation of a severe winter storm.
- Completed a required resource management survey for the state.

Sterling Emergency Communication Center:

- Communications Center handled 1,990 calls for service during the month of March 2013, an 11 percent decrease from the 2,229 calls received in March 2012.
- Sterling Police Department handled 875 calls for service in March 2013, a decrease of 22 percent compared to 1,119 calls for service received in March 2012.
- Logan County Sheriff's Office received 767 calls for service in March 2013, a 17 percent decrease compared to 928 calls for service received in March 2012.
- Crook Fire Department handled two calls for service in March 2013 compared to 18 calls for service in March 2012.
- Fleming Fire received one call for service in March 2013 compared to four calls for service in March 2012.
- Merino Fire handled five calls for service in March 2013 compared to 22 calls for service in March 2012.
- Peetz Fire handled five calls for service in March 2013 compared to nine calls for service in March 2012.
- Sterling Fire handled 164 calls for service in March 2013, a 16 percent decrease compared to 196 calls handled in March 2012.

DESCRIPTION	Mar 2013	Mar 2012	Mar Change	YTD 2013	YTD 2012	YTD Change
ACTIVITIES						
CALLS for SERVICE						
STERLING DISPATCH	1,990	2,229	-11%	5,647	5,925	-5%
CITY OF STERLING	875	1,119	-22%	2,514	3,034	-17%
LOGAN COUNTY	767	928	-17%	2,138	2,329	-8%
STERLING FIRE 07530	164	196	-16%	492	526	-6%
CROOK FIRE 07505	2	18	-89%	11	26	-58%
FLEMING FIRE 07515	1	4	-75%	9	16	-44%
MERINO FIRE 07522	5	22	-77%	21	34	-38%
PEETZ FIRE 07525	5	9	-44%	10	12	-17%

Information Technology Specialist (ITS):

Daily backup of servers, and Finance & Police Systems and routine user security maintenance continues. AS400 system saves were performed on a Sunday morning.

On March 7th the City had a power drop at City Hall caused by an accident with a power pole on Iris Dr.

ITS Anderson restored four files from backup that were accidentally deleted for HR Department.

The ITS met with Library network consultant regarding recommendations to the Public Library. He recommends upgrading the old, end of life switches the library now has in use.

ITS Anderson met with the architect regarding some possible changes for upstairs at City Hall.

The ITS assisted with new network printers setup in Finance, answered calls to various computer, printer and phone problems, and took a computer in for repair.

ITS Anderson sent out request for computer bids to three local vendors and two on line vendors to be returned by April 1st.

Mary Ann attended a SWellness meeting and made flyers and arrangements for the next SWellness events. She attended the SWellness SMadness basketball tournament on Saturday, March 16th.

Mary Ann viewed the CIRSA training video regarding ergonomics with the Secretary staff.

CITY ATTORNEY

MARCH 2013 MONTHLY REPORT

MEETINGS:

The City Attorney attends City Council meetings and work sessions, Staff meetings, Planning Commission meetings, and various other meetings as needed, including meetings with department directors, individual City Council members, and other personnel. The City Attorney also attends miscellaneous meetings with the City Manager and individuals as needed and requested. The City Attorney met with the City Manager, Police Chief Breivik, and Colorado State Patrol Captain Griffin regarding discussion on ATV use on City streets. The Deputy City Attorneys attend meetings as required for their respective positions.

The paralegal attends staff meetings, Swellness presentations, and secretarial meetings when there is training.

DOCUMENT PREPARATION:

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

Prepared the following Resolutions:

Resolution No. 3-1-13, Series of 2013 – A Resolution before the City of Sterling, Logan County, Colorado, approving the Application for a Grant from the State Board of the Great Outdoors Colorado Trust Fund pertaining to the Northeastern Junior College "Step Up to the Plate" Project.

Resolution No. 3-2-13, Series of 2013 – A Resolution before the City of Sterling, Logan County, Colorado, approving an Agreement for Construction with the State of Colorado, Department of Transportation, Division of Engineering, Design and Construction.

Prepared the following Ordinances:

Ordinance No. 1, Series of 2013 – An Ordinance approving the Lease between the City of Sterling, Colorado and Manuello's, Inc. for lease of City-owned property; and authorizing the Mayor to sign the Lease.

Ordinance No. 3, Series of 2013 – An Ordinance approving the Pre-Annexation Agreement between the City of Sterling and Noble Properties of Colorado, L.L.C.

Ordinance No. 4, Series of 2013 – An Ordinance zoning a parcel of land in the Northwest Quarter (NW1/4) of Section 35, Township 8 North, Range 52 West of the Sixth P.M., Logan County, Colorado, known as the S N Addition to the City of Sterling, Logan County, Colorado.

Ordinance No. 5, Series of 2013 – An Ordinance approving a Public Improvements Reimbursement Agreement with Noble Properties of Colorado, L.L.C., and authorizing the Mayor to sign said Agreement.

Other Documents:

None.

MUNICIPAL COURT:

The Deputy City Attorney did not prosecute any charges. Six Defendants changed their pleas to guilty prior to trial. Nine charges were dismissed, including upon proof of insurance. Eight defendants entered into a Stipulation for Deferred Judgment. This office prepares Court documents, including miscellaneous pleadings such as guilty pleas and stipulations, various subpoenas, memos to the Police Department and Humane Society regarding trials, trial schedules, motions, jury instructions when needed, and correspondence and discovery letters. Court files are copied and Police Department, Humane Society, and attorney files are prepared for trial.

LIQUOR LICENSING:

This office processed one application for renewal of liquor license and one special events permit application.

MISCELLANEOUS:

This office prepared a response letter regarding a refund request submitted to Finance. This office also prepared a bid tabulation and letter to bidders regarding the agricultural lease for the "Scalva" Farm property.

The paralegal does research, drafts documents and pleadings, and performs all other related legal work relating to the position. The paralegal makes telephone calls to library patrons regarding past due items, and processes letters to library patrons prepared by the library staff, regarding past due items. The paralegal also assists the HR Department with answering the telephones and receptionist duties when needed, and covers and prepares minutes for Staff meetings when necessary.

The paralegal attended training in the form of a CIRSA ergonomics video.

FINANCE DEPARTMENT

MARCH 2013 MONTHLY REPORT

The Finance Department assisted 2,897 customers during the month of March 2013. This compares to 2,852 customers in March 2012. This number does not include the contacts made by the Director of Finance. There were on average 138 customer contacts per day for March 2013. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in March 2013 in comparison to March 2012.

The General Fund revenues for the month of March 2013 amounted to \$940,340.92. The revenue for the month ended March 2012 in the General Fund amounted to \$957,195.93. Expenditures for the General fund for the month ending March 31, 2013 amounted to \$1,075,688.64 and for the same period in 2012 the expenditures were \$1,000,992.92.

Cash in all City funds totaled \$2,255,155.20 on March 31, 2013 and for March 31, 2012 on hand was \$2,258,380.45. On March 31, 2013 the City of Sterling had outstanding a total of \$11,787,805.93 in investments, this amount is for all funds. This breaks down to \$205,939.02 in Certificates of Deposit, \$11,481,416.73 ColoTrust Plus and \$100,450.18 in Money Market.

There were \$2,123,253.48 worth of checks issued in March 2013 for all funds; this compares to \$2,229,908.43 for the same period in 2012. There were 6176.6 gallons of gasoline and diesel used in the month of March 2013 for all City operations. This compares to 6205.4 gallons gasoline and diesel used in March 2012.

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

Investment Breakdown

2013

THIS SUMMARY IS PROVIDED TO SHOW THE PLACEMENT OF INVESTMENTS. PLEASE REFER TO THE BALANCE SHEETS FOR THE VARIOUS FUNDS FOR TOTAL CASH & CASH EQUIVALENT.

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	3/31/13
General Fund:				
Colostrust Plus	\$1,687,095.08	\$315,000.00	\$585,213.64	\$1,957,308.72
Colostrust Plus - Seizure Money	\$26,644.77	\$0.00	\$3.24	\$26,648.01
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$1,713,739.85	\$315,000.00	\$585,216.88	\$1,983,956.73
Hotel Tax Fund:				
Colostrust Plus	\$123,751.93	\$0.00	\$7,015.13	\$130,767.06
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$123,751.93	\$0.00	\$7,015.13	\$130,767.06
Water Fund:				
Colostrust Plus	\$1,553,658.38	\$610,000.00	\$175,186.87	\$1,118,845.25
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$1,553,658.38	\$610,000.00	\$175,186.87	\$1,118,845.25
Sanitation Fund:				
Colostrust Plus	\$553,112.92	\$20,000.00	\$65.62	\$533,178.54
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$553,112.92	\$20,000.00	\$65.62	\$533,178.54
Sewer Fund:				
Colostrust Plus	\$3,769,873.06	\$0.00	\$35,460.00	\$3,805,333.06
Certificates of Deposit	\$205,939.02	\$0.00	\$0.00	\$205,939.02
Money Market	\$100,450.18	\$0.00	\$0.00	\$100,450.18
TOTALS	\$4,076,262.26	\$0.00	\$35,460.00	\$4,111,722.26
Perpetual Care Fund:				
Colostrust Plus	\$171,063.91	\$0.00	\$20.80	\$171,084.71
TOTALS	\$171,063.91	\$0.00	\$20.80	\$171,084.71

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	3/31/13
Library Improvement Fund:				
Colotrust Plus	\$27,905.40	\$0.00	\$3.40	\$27,908.80
TOTALS	\$27,905.40	\$0.00	\$3.40	\$27,908.80
Conservation Trust Fund:				
Colotrust Plus	\$99,849.69	\$1,764.00	\$41,514.26	\$139,599.95
TOTALS	\$99,849.69	\$1,764.00	\$41,514.26	\$139,599.95
Karl Falch Library Trust Fund:				
Colotrust Plus	\$31,103.25	\$0.00	\$3.79	\$31,107.04
TOTALS	\$31,103.25	\$0.00	\$3.79	\$31,107.04
Employee Self-Insurance Fund:				
Colotrust Plus	\$569,911.69	\$0.00	\$69.20	\$569,980.89
TOTALS	\$569,911.69	\$0.00	\$69.20	\$569,980.89
Service Center Fund:				
Colotrust Plus	\$315,082.40	\$25,000.00	\$55,043.47	\$345,125.87
TOTALS	\$315,082.40	\$25,000.00	\$55,043.47	\$345,125.87
Risk Management Fund:				
Colotrust Plus	\$804,304.12	\$0.00	\$97.72	\$804,401.84
TOTALS	\$804,304.12	\$0.00	\$97.72	\$804,401.84
Capital Equipment Fund:				
Colotrust Plus	\$1,060,940.24	\$0.00	\$45,133.61	\$1,106,073.85
TOTALS	\$1,060,940.24	\$0.00	\$45,133.61	\$1,106,073.85
Capital Improvement Fund:				
Colotrust Plus	\$708,966.50	\$0.00	\$5,086.64	\$714,053.14
Colotrust Plus - Museum Exhibits	\$0.00	\$0.00	\$0.00	\$0.00
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$708,966.50	\$0.00	\$5,086.64	\$714,053.14

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	3/31/13
Grand Totals All Funds:				
Colostrust Plus	\$11,503,263.34	\$971,764.00	\$949,917.39	\$11,481,416.73
Certificates of Deposit	\$205,939.02	\$0.00	\$0.00	\$205,939.02
Money Market	\$100,450.18	\$0.00	\$0.00	\$100,450.18
Grand Total	\$11,809,652.54	\$971,764.00	\$949,917.39	\$11,787,805.93

GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

3/31/2013

BALANCE SHEET

ASSETS:

Cash	\$297,846.48
Flex Cash Account	\$7,229.33
Petty Cash	\$830.00
Cash with County Treasurer	\$114,800.51
Accounts Receivable	\$222,021.11
Taxes Receivable	\$47,000.00
Sales Tax Receivable	\$675,177.82
Property Tax Receivable	\$1,015,476.00
Investments	\$1,957,308.72
Investment - Federal Seizure	\$26,648.01
Prepaid Fuel	\$35,448.48
Prepaid Fuel - Airport	\$19,500.24
Postage Clearing Account	\$2,800.89
Prepaid Prisoner Housing	\$47,566.00
Sales Tax Clearing	-\$4.00

TOTAL ASSETS

\$4,469,649.59

LIABILITIES:

Ded/Ben Clearing Account	\$1,192.65
Accounts Payable	\$76,333.48
Accounts Payable - Logan County	\$1,662.07
Accrued Salaries	\$211,526.81
Court Bonds	\$100.00
Restitution Clearing Account	\$892.90
Seizures	\$600.00
Deferred Revenue	\$1,015,476.00
Deferred Revenue - Other	\$16,008.80

TOTAL LIABILITIES

\$1,323,792.71

FUND BALANCE:

Reserve for Museum (Bernice Sanders)	\$28,294.53
Reserve for Museum (Exhibits)	\$42,505.32
Designated for Arts	\$60,000.00
Unreserved Fund Balance	\$3,052,530.63
Excess Revenue over Expenditures	-\$37,473.60

TOTAL FUND BALANCE

\$3,145,856.88

TOTAL LIABILITIES & FUND BALANCE

\$4,469,649.59

GENERAL FUND

3/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Real & Personal Prop. Tax	\$1,015,537.00	\$74,492.58	\$346,441.13	\$669,095.87
Road & Bridge Fund Taxes	\$80,000.00	\$31,130.86	\$31,130.86	\$48,869.14
Auto Ownership Taxes	\$105,550.00	\$8,439.32	\$30,621.42	\$74,928.58
Sales Tax	\$6,744,000.00	\$482,614.30	\$1,570,077.77	\$5,173,922.23
Vehicle Use Tax	\$229,600.00	\$15,800.00	\$61,818.62	\$167,781.38
Building Material Use Tax	\$70,000.00	\$5,540.58	\$20,733.33	\$49,266.67
Employment Occupation Tax	\$15,400.00	\$0.00	\$15,400.00	\$0.00
TOTAL TAXES	\$8,260,087.00	\$618,017.64	\$2,076,223.13	\$6,183,863.87
Franchise Taxes	\$645,585.00	\$49,838.24	\$183,864.80	\$461,720.20
Licenses & Permits	\$166,600.00	\$11,789.85	\$38,834.79	\$127,765.21
Intergovernmental Revenue	\$3,404,234.00	\$175,035.71	\$355,665.94	\$3,048,568.06
Charges for Service	\$275,950.00	\$15,462.65	\$41,226.96	\$234,723.04
Fines & Forfeits	\$132,960.00	\$7,856.72	\$29,382.94	\$103,577.06
Miscellaneous Revenue	\$679,584.00	\$26,167.11	\$73,487.66	\$606,096.34
Transfer from Other Funds	\$435,903.00	\$36,173.00	\$108,519.00	\$327,384.00
TOTAL OTHER REVENUES	\$5,740,816.00	\$322,323.28	\$830,982.09	\$4,909,833.91
GRAND TOTAL REVENUES	\$14,000,903.00	\$940,340.92	\$2,907,205.22	\$11,093,697.78

GENERAL FUND

3/31/2013

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
GENERAL GOVERNMENT:				
Council	\$76,880.00	\$3,331.65	\$12,165.00	\$64,715.00
City Manager	\$355,194.00	\$36,522.65	\$93,139.97	\$262,054.03
City Attorney	\$200,495.00	\$18,848.99	\$52,929.59	\$147,565.41
Municipal Court	\$104,661.00	\$10,170.89	\$24,351.63	\$80,309.37
Finance	\$434,372.00	\$39,160.95	\$107,542.36	\$326,829.64
City Hall & Non-Departmental	\$1,505,486.00	\$66,610.63	\$490,461.37	\$1,015,024.63
Personnel	\$292,108.00	\$21,951.41	\$58,338.14	\$233,769.86
TOTAL GENERAL GOVERNMENT	\$2,969,196.00	\$196,597.17	\$838,928.06	\$2,130,267.94
PUBLIC SAFETY:				
Police	\$1,825,154.00	\$192,889.32	\$454,027.83	\$1,371,126.17
Dispatch Center	\$582,327.00	\$52,190.26	\$146,974.22	\$435,352.78
Youth Services	\$109,923.00	\$11,253.55	\$28,196.47	\$81,726.53

Fire	\$1,521,968.00	\$138,378.35	\$341,787.97	\$1,180,180.03
Ambulance Service	\$613,789.00	\$68,801.91	\$134,028.92	\$479,760.08
TOTAL PUBLIC SAFETY	\$4,653,161.00	\$463,513.39	\$1,105,015.41	\$3,548,145.59

PUBLIC WORKS:

Street	\$2,667,835.00	\$96,664.75	\$247,612.33	\$2,420,222.67
Engineering & Operations	\$422,926.00	\$79,466.63	\$131,644.27	\$291,281.73
Airport	\$2,076,910.00	\$41,591.19	\$102,421.57	\$1,974,488.43
TOTAL PUBLIC WORKS	\$5,167,671.00	\$217,722.57	\$481,678.17	\$4,685,992.83

CULTURE & RECREATION:

Riverside Cemetery	\$234,534.00	\$23,279.25	\$51,922.08	\$182,611.92
Museum	\$146,921.00	\$9,754.29	\$22,656.78	\$124,264.22
Parks	\$449,706.00	\$33,337.91	\$81,425.30	\$368,280.70
Recreation Center	\$465,060.00	\$30,620.87	\$85,080.07	\$379,979.93
Forestry	\$146,832.00	\$10,565.75	\$37,676.84	\$109,155.16
Rec. Administration	\$581,412.00	\$35,943.71	\$100,778.18	\$480,633.82
Softball	\$42,933.00	\$3,119.40	\$3,825.39	\$39,107.61
Youth Softball	\$12,351.00	-\$13.12	\$12.84	\$12,338.16
Basketball	\$8,651.00	\$2,107.71	\$5,703.99	\$2,947.01
Volleyball	\$6,980.00	\$925.79	\$958.30	\$6,021.70
Tolla Brown Skate Park	\$11,660.00	\$615.19	\$1,894.68	\$9,765.32
Special Events	\$24,500.00	\$459.17	\$917.90	\$23,582.10
Tennis	\$18,450.00	\$865.84	\$2,350.03	\$16,099.97
Youth Basketball	\$25,001.00	\$2,000.46	\$15,584.14	\$9,416.86
Youth Volleyball	\$9,967.00	\$5.47	\$75.03	\$9,891.97
Baseball	\$25,451.00	\$972.29	\$1,664.27	\$23,786.73
Library	\$503,257.00	\$43,295.53	\$106,531.36	\$396,725.64
TOTAL CULTURE & RECREATION	\$2,713,666.00	\$197,855.51	\$519,057.18	\$2,194,608.82

GRAND TOTAL EXPENDITURES	\$15,503,694.00	\$1,075,688.64	\$2,944,678.82	\$12,559,015.18
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HOTEL TAX FUND

3/31/2013

<u>REVENUES</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Hotel Tax	\$102,300.00	\$6,273.64	\$19,335.78	\$82,964.22
Investment Earnings	\$200.00	\$15.13	\$46.49	\$153.51
Penalty & Interest	\$3,000.00	\$9.98	\$205.14	\$2,794.86
TOTAL HOTEL TAX FUND REVENUE	\$105,500.00	\$6,298.75	\$19,587.41	\$85,912.59

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

**BALANCE SHEET
3/31/2013**

<u>ASSETS:</u>				
Cash	\$4,286.55			
Investments	\$130,767.06			
		TOTAL ASSETS		\$135,053.61
<u>LIABILITIES:</u>				
Accounts Payable	\$3,851.25			
		TOTAL LIABILITIES		\$3,851.25
<u>FUND BALANCE:</u>				
Retained Earnings	\$111,664.95			
Excess Revenue over Expenditures	\$19,537.41			
		TOTAL FUND BALANCE		\$131,202.36
		TOTAL LIABILITIES AND FUND BALANCE		\$135,053.61

WATER FUND

**3/31/2013
BALANCE SHEET**

<u>ASSETS:</u>				
Cash	\$253,629.67			
Cash with Fiscal Agent	\$10,172,106.33			
Accounts Receivable	\$587.53			
Accounts Receivable - Utility Billing	\$468,475.25			
Supply Inventory	\$179,435.73			
Investments	\$1,118,845.25			
Fixed Assets (Net)	\$30,192,914.60			
		TOTAL ASSETS		\$42,385,994.36
<u>LIABILITIES:</u>				
Accounts Payable	\$315,029.79			
Unpaid Compensated Absences	\$5,468.60			
Accrued Salaries	\$7,743.60			
Accounts Payable Assess Fee	\$3,091.12			
Loan Payable CWRPDA	\$28,553,086.12			
Loan Payable Premium	\$734,948.06			
Due to Sewer Fund	\$273,290.11			
Lease Interest Payable	\$164,092.78			
		TOTAL LIABILITIES		\$30,056,750.18

FUND BALANCE:

Reserve for Painting	\$535,000.00
Reserve for Capital Replacement	\$3,203,182.00
Retained Earnings	\$9,492,371.84
Excess Revenue over Expenditures	-\$901,309.66

TOTAL FUND BALANCE \$12,329,244.18

**TOTAL LIABILITIES
AND FUND BALANCE** \$42,385,994.36

WATER FUND

3/31/2013

<u>REVENUES</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Water Revenue-Inside Residential	\$3,309,073.00	\$207,671.01	\$655,304.79	\$2,653,768.21
Water Revenue-Outside Residential	\$308,794.00	\$16,891.20	\$51,079.14	\$257,714.86
Water Revenue-Inside Commercial	\$1,082,446.00	\$75,276.90	\$229,584.75	\$852,861.25
Water Revenue-Outside Commercial	\$7,915.00	\$420.97	\$1,332.45	\$6,582.55
Water Revenue-Inside Industrial	\$580,320.00	\$26,107.19	\$81,499.47	\$498,820.53
Misc. Water Sales	\$5,000.00	\$538.79	\$1,729.64	\$3,270.36
Surcharge	\$23,742.00	\$1,372.31	\$4,773.04	\$18,968.96
Service Charges	\$46,421.00	\$2,589.80	\$12,919.50	\$33,501.50
Tapping Charges	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Water Div. Services	\$4,000.00	\$79.28	\$332.63	\$3,667.37
Penalties	\$39,194.00	\$3,251.26	\$10,049.98	\$29,144.02
Investment Earnings	\$941.00	\$186.87	\$704.83	\$236.17
Miscellaneous	\$1,000.00	\$0.00	\$1,730.27	-\$730.27
Rents from land	\$46,783.00	\$458.40	\$458.40	\$46,324.60
Plant Investment Fees	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Other Refunds of Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$5,470,629.00	\$334,843.98	\$1,051,498.89	\$4,419,130.11

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
<u>WATER LINES:</u>				
Personnel	\$233,834.00	\$25,496.37	\$62,798.57	\$171,035.43
Maintenance & Operation	\$642,656.00	-\$36,510.14	\$105,989.91	\$536,666.09
Capital Outlay	\$1,656,700.00	-\$246,620.81	\$28,756.96	\$1,627,943.04
Transfer to General Fund	\$129,725.00	\$10,810.00	\$32,430.00	\$97,295.00
TOTAL EXPENDITURES	\$2,662,915.00	-\$246,824.58	\$229,975.44	\$2,432,939.56
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL WATER FUND W/DEBT	\$2,662,915.00	-\$246,824.58	\$229,975.44	\$2,432,939.56

WATER PLANT:

Personnel	\$362,438.00	\$0.00	\$2,705.00	\$359,733.00
Maintenance & Operation	\$2,252,568.00	\$194,644.34	\$357,834.79	\$1,894,733.21
Capital Outlay	\$3,329,589.00	\$424,604.37	\$434,934.37	\$2,894,654.63
Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$5,944,595.00	\$619,248.71	\$795,474.16	\$5,149,120.84
Debt Service	\$1,856,738.00	\$0.00	\$927,358.95	\$929,379.05
TOTAL WATER FUND W/DEBT	\$7,801,333.00	\$619,248.71	\$1,722,833.11	\$6,078,499.89
 TOTAL EXPENDITURES	 \$10,464,248.00	 \$372,424.13	 \$1,952,808.55	 \$8,511,439.45

SANITATION FUND

3/31/2013

BALANCE SHEET**ASSETS:**

Cash	\$257,783.98			
Accounts Receivable	\$507.06			
Accounts Receivable - Utility Billing	\$45,703.17			
Supply Inventory	\$16,153.25			
Investments	\$533,178.54			
Fixed Assets (Net)	\$181,979.14			
		TOTAL ASSETS		\$1,035,305.14

LIABILITIES:

Accounts Payable	\$298.54			
Unpaid Compensated Absences	\$11,797.42			
Accrued Salaries	\$5,053.33			
		TOTAL LIABILITIES		\$17,149.29

FUND BALANCE:

Reserve for Equipment	\$28,389.00			
Reserve for Capital Replacement	\$864,728.00			
Retained Earnings	\$129,200.96			
Excess Revenue over Expenditures	-\$4,162.11			
		TOTAL FUND BALANCE		\$1,018,155.85

TOTAL LIABILITIES AND FUND BALANCE	\$1,035,305.14
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SANITATION FUND

3/31/2013

REVENUES:	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sanitation Revenue-Inside	\$450,000.00	\$37,547.70	\$113,069.51	\$336,930.49
Rubbish Collection Fees	\$1,500.00	\$0.00	\$31.50	\$1,468.50

Sanitation Services	\$0.00	\$0.00	\$0.00	\$0.00
Penalties	\$5,500.00	\$374.41	\$1,219.35	\$4,280.65
Investment Earnings	\$1,100.00	\$65.62	\$217.24	\$882.76
Miscellaneous	\$0.00	\$0.00	\$52.80	-\$52.80
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$458,100.00	\$37,987.73	\$114,590.40	\$343,509.60

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$172,090.00	\$17,913.78	\$46,536.27	\$125,553.73
Maintenance & Operation	\$271,767.00	\$20,306.93	\$55,572.24	\$216,194.76
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to General Fund	\$66,578.00	\$5,548.00	\$16,644.00	\$49,934.00
TOTAL EXPENDITURES	\$510,435.00	\$43,768.71	\$118,752.51	\$391,682.49

**SEWER FUND
3/31/2013
BALANCE SHEET**

ASSETS:

Cash	\$277,896.58
Accounts Receivable	\$231.10
Accounts Receivable - Industrial	\$16,352.91
Accounts Receivable - Utility Billing	\$151,301.33
Due From Water Fund	\$273,290.11
Supply Inventory	\$73,304.24
Investments	\$4,111,722.26
Fixed Assets (Net)	\$10,205,308.18

TOTAL ASSETS

\$15,109,406.71

LIABILITIES:

Accounts Payable	\$3,012.92
Unpaid Compensated Absences	\$12,771.00
Accrued Salaries	\$10,094.81
Loan Payable CWRPDA	\$669,037.50
Interest Payable	\$9,972.58

TOTAL LIABILITIES

\$704,888.81

FUND BALANCE:

Reserve for Capital Projects	\$111,784.00
Reserve for Trunk Line Replacement	\$176,181.45
Reserve for Lagoons	\$313,704.26
Reserve for Capital Replacement	\$8,966,024.00
Retained Earnings	\$4,877,519.40
Excess Revenue over Expenditures	-\$40,695.21

TOTAL FUND BALANCE

\$14,404,517.90

**TOTAL LIABILITIES
AND FUND BALANCE**

\$15,109,406.71

SEWER FUND

3/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sewer Revenue-Inside Residential	\$973,000.00	\$81,184.37	\$241,909.90	\$731,090.10
Sewer Revenue-Outside Residential	\$101,900.00	\$10,008.43	\$28,331.12	\$73,568.88
Sewer Revenue-Inside Commercial	\$339,434.00	\$29,577.48	\$90,222.10	\$249,211.90
Sewer Revenue-Outside Commercial	\$3,156.00	\$262.63	\$832.39	\$2,323.61
Sewer Revenue-Inside Industrial	\$264,733.00	\$16,352.91	\$34,760.76	\$229,972.24
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	\$1,166.20	\$3,706.62	\$11,904.38
Investment Earnings	\$7,338.00	\$493.97	\$1,594.88	\$5,743.12
Miscellaneous	\$2,000.00	\$0.10	\$0.10	\$1,999.90
Outside Billing	\$2,400.00	\$155.50	\$566.50	\$1,833.50
Plant Investment Fees	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Compensation for loss	\$42,257.00	\$0.00	\$0.00	\$42,257.00
Other Refund of Expenditure	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,766,479.00	\$139,201.59	\$401,924.37	\$1,364,554.63

<u>EXPENDITURES:</u> <u>LINES AND SERVICES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$91,768.00	\$8,078.60	\$19,321.99	\$72,446.01
Maintenance & Operation	\$381,906.00	\$26,870.94	\$74,857.72	\$307,048.28
Capital Outlay	\$208,000.00	\$0.00	\$0.00	\$208,000.00
Transfer to General Fund	\$71,051.00	\$5,920.00	\$17,760.00	\$53,291.00
TOTAL LINES & SERVICES	\$752,725.00	\$40,869.54	\$111,939.71	\$640,785.29
Debt Service	\$179,141.00	\$0.00	\$21,965.22	\$157,175.78
TOTAL LINES & SERVICES W/DEBT	\$931,866.00	\$40,869.54	\$133,904.93	\$797,961.07

<u>TREATMENT FACILITIES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$277,958.00	\$24,924.97	\$62,856.59	\$215,101.41
Maintenance & Operation	\$834,998.00	\$72,007.87	\$204,173.06	\$630,824.94
Capital Outlay	\$22,040.00	\$0.00	\$0.00	\$22,040.00
Transfer to General Fund	\$166,749.00	\$13,895.00	\$41,685.00	\$125,064.00
TOTAL TREATMENT FACILITIES	\$1,301,745.00	\$110,827.84	\$308,714.65	\$993,030.35

TOTAL EXPENDITURES	\$2,233,611.00	\$151,697.38	\$442,619.58	\$1,790,991.42
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PERPETUAL CARE FUND

3/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Perpetual Care	\$16,000.00	\$1,250.00	\$3,550.00	\$12,450.00
Perpetual Care - niches	\$15,000.00	\$0.00	\$2,500.00	\$12,500.00
Investment Earnings	\$300.00	\$20.80	\$67.32	\$232.68
TOTAL REVENUES	\$31,300.00	\$1,270.80	\$6,117.32	\$25,182.68

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$320.00	\$0.00	\$320.00	\$0.00
Niche Engraving	\$5,000.00	\$300.00	\$300.00	\$4,700.00
Transfer to General Fund	\$300.00	\$0.00	\$0.00	\$300.00
TOTAL EXPENDITURES	\$5,620.00	\$300.00	\$620.00	\$5,000.00

BALANCE SHEET

3/31/2013

<u>ASSETS:</u>				
Cash	\$9,147.86			
Investments	\$171,084.71			
		TOTAL ASSETS		\$180,232.57
<u>LIABILITIES:</u>				
Accounts Payable	\$300.00			
		TOTAL LIABILITIES		\$300.00
<u>FUND BALANCE:</u>				
Unreserved Fund Balance	\$174,435.25			
Excess Revenue over Expenditures	\$5,497.32			
		TOTAL FUND BALANCE		\$179,932.57
		TOTAL LIABILITIES & FUND BALANCE		\$180,232.57

LIBRARY IMPROVEMENT FUND

3/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$50.00	\$3.40	\$11.07	\$38.93
Contributions	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$50.00	\$3.40	\$11.07	\$38.93

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

**BALANCE SHEET
3/31/2013**

<u>ASSETS:</u>				
Cash	\$352.86			
Investments	\$27,908.80			
		TOTAL ASSETS		\$28,261.66
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
<u>FUND BALANCE:</u>				
Unreserved Fund Balance	\$28,300.59			
Excess Revenue over Expenditures	-\$38.93			
		TOTAL FUND BALANCE		\$28,261.66
		TOTAL LIABILITIES & FUND BALANCE		\$28,261.66

CONSERVATION TRUST FUND

3/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
State Contributions	\$140,000.00	\$41,499.64	\$41,499.64	\$98,500.36
Investment Earnings	\$350.00	\$15.26	\$57.15	\$292.85
TOTAL REVENUES	\$140,350.00	\$41,514.90	\$41,556.79	\$98,793.21

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Tennis Court Improvements	\$8,000.00	\$1,763.99	\$6,863.99	\$1,136.01
Steel picnic tables	\$11,000.00	\$0.00	\$11,000.00	\$0.00
Bridge - Pioneer Park	\$0.00	\$0.00	\$0.00	\$0.00
Aluminum tables	\$0.00	\$0.00	\$0.00	\$0.00
Basketball Court Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Softball Field Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Wood Chips	\$21,000.00	\$14,175.00	\$14,175.00	\$6,825.00
Playground Equipment	\$0.00	\$0.00	\$0.00	\$0.00

Recreation Center Improvements	\$4,500.00	\$0.00	\$3,679.00	\$821.00
Krull Park	\$0.00	\$0.00	\$0.00	\$0.00
Pioneer Park Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Replaster Pool	\$56,000.00	\$0.00	\$46,000.00	\$10,000.00
Roof - Columbine	\$0.00	\$0.00	\$0.00	\$0.00
Replace Tile	\$60,000.00	\$0.00	\$0.00	\$60,000.00
TOTAL EXPENDITURES	\$160,500.00	\$15,938.99	\$81,717.99	\$78,782.01

BALANCE SHEET
3/31/2013

ASSETS:

Cash	\$1.00			
Investments	\$139,599.95			
		TOTAL ASSETS		\$139,600.95

LIABILITIES:

Accounts Payable	\$14,175.00			
		TOTAL LIABILITIES		\$14,175.00

FUND BALANCE:

Unreserved Fund Balance	\$165,587.15			
Excess Revenue over Expenditures	-\$40,161.20			
		TOTAL FUND BALANCE		\$125,425.95

		TOTAL LIABILITIES & FUND BALANCE		\$139,600.95
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KARL FALCH LIBRARY TRUST FUND

3/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$60.00	\$3.79	\$12.36	\$47.64
TOTAL REVENUES	\$60.00	\$3.79	\$12.36	\$47.64

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

BALANCE SHEET
3/31/2013

ASSETS:

Cash	\$321.11		
Investments	\$31,107.04		
		TOTAL ASSETS	\$31,428.15

LIABILITIES:

Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$31,470.79		
Excess Revenue over Expenditures	-\$42.64		
		TOTAL FUND BALANCE	\$31,428.15

		TOTAL LIABILITIES & FUND BALANCE	\$31,428.15
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EMPLOYEE SELF-INSURANCE FUND
3/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,000.00	\$69.20	\$225.92	\$774.08
Employee Premiums	\$174,132.00	\$19,807.48	\$71,816.44	\$102,315.56
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
City Premiums	\$1,584,840.00	\$101,131.21	\$308,479.01	\$1,276,360.99
TOTAL REVENUES	\$1,759,972.00	\$121,007.89	\$380,521.37	\$1,379,450.63

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
Premium	\$1,758,972.00	\$123,054.20	\$375,677.81	\$1,383,294.19
FLEX	\$3,000.00	\$190.00	\$620.00	\$2,380.00
Audit	\$630.00	\$0.00	\$630.00	\$0.00
Transfer General Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$1,762,602.00	\$123,244.20	\$376,927.81	\$1,385,674.19

BALANCE SHEET
3/31/2013

ASSETS:

Cash	\$24,388.91		
Accounts Receivable	\$966.50		
Investments	\$569,980.89		
		TOTAL ASSETS	\$595,336.30

LIABILITIES:

Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00

FUND BALANCE:

Retained Earnings	\$591,742.74		
Excess Revenue over Expenditures	\$3,593.56		
		TOTAL FUND BALANCE	\$595,336.30
		TOTAL LIABILITIES & FUND BALANCE	\$595,336.30

SERVICE CENTER FUND

3/31/2013

REVENUES:	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$664.00	\$43.47	\$129.80	\$534.20
Transfer of Reserves	\$421,178.00	\$35,095.00	\$105,285.00	\$315,893.00
Transfer for Lease Payment	\$232,120.00	\$19,342.00	\$58,026.00	\$174,094.00
TOTAL REVENUES	\$653,962.00	\$54,480.47	\$163,440.80	\$490,521.20

EXPENDITURES:	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$316,738.00	\$32,589.78	\$80,067.21	\$236,670.79
Maintenance & Operation	\$363,778.00	\$6,316.40	\$34,290.72	\$329,487.28
Capital Outlay	\$6,000.00	\$0.00	\$0.00	\$6,000.00
Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$686,516.00	\$38,906.18	\$114,357.93	\$572,158.07

BALANCE SHEET

3/31/2013

ASSETS:

Cash	\$16,911.67		
Cash - Bank of Cherry Creek	\$3.13		
Investments	\$345,125.87		
Fixed Assets (Net)	\$2,052,545.95		
		TOTAL ASSETS	\$2,414,586.62

LIABILITIES:

Accounts Payable	\$1,252.43		
Unpaid Compensated Absences	\$19,857.49		
Accrued Salaries	\$10,166.34		
Lease Payable	\$1,190,000.00		
Lease Interest Payable	\$4,760.00		
		TOTAL LIABILITIES	\$1,226,036.26

FUND BALANCE:

Retained Earnings	\$1,139,467.49		
Excess Revenue over Expenditures	<u>\$49,082.87</u>		
		TOTAL FUND BALANCE	<u>\$1,188,550.36</u>

		TOTAL LIABILITIES & FUND BALANCE	<u>\$2,414,586.62</u>
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OLD HIRE POLICE FUND

3/31/2013

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

EXPENDITURES:	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Pension	\$81,832.00	\$0.00	\$0.00	\$81,832.00
Capital Outlay	\$130,725.00	\$88,080.00	\$88,080.00	\$42,645.00
TOTAL EXPENDITURES	<u>\$212,557.00</u>	<u>\$88,080.00</u>	<u>\$88,080.00</u>	<u>\$124,477.00</u>

BALANCE SHEET

3/31/2013

ASSETS:			
Cash	-\$88,080.00		
Investments	<u>\$0.00</u>		
		TOTAL ASSETS	<u>-\$88,080.00</u>

		TOTAL LIABILITIES	\$0.00
LIABILITIES:			
Accounts Payable	<u>\$0.00</u>		

		TOTAL FUND BALANCE	<u>-\$88,080.00</u>
FUND BALANCE:			
Unreserved Fund Balance	\$0.00		
Excess Revenue over Expenditures	<u>-\$88,080.00</u>		

		TOTAL LIABILITIES & FUND BALANCE	<u>-\$88,080.00</u>
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RISK MANAGEMENT FUND

3/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,500.00	\$97.72	\$333.88	\$1,166.12
Miscellaneous	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Compensation for Loss	\$5,000.00	\$0.00	\$465.95	\$4,534.05
Transfer of Reserves	\$257,670.00	\$0.00	\$64,415.00	\$193,255.00
Transfer Workers Comp	\$198,744.00	\$4,537.45	\$49,445.45	\$149,298.55
TOTAL REVENUES	\$467,914.00	\$4,635.17	\$114,660.28	\$353,253.72

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Claims Paid	\$60,000.00	\$508.75	\$508.75	\$59,491.25
Expense for Workers Comp	\$198,564.00	\$0.00	\$49,641.00	\$148,923.00
Premium Fees	\$257,670.00	\$0.00	\$69,246.90	\$188,423.10
Expense for Unemployment	\$10,000.00	\$0.00	\$171.66	\$9,828.34
Materials & Supplies	\$300.00	\$0.00	\$100.00	\$200.00
Audit	\$590.00	\$0.00	\$590.00	\$0.00
Transfer to General Fund	\$1,500.00	\$0.00	\$0.00	\$1,500.00
TOTAL EXPENDITURES	\$528,624.00	\$508.75	\$120,258.31	\$408,365.69

BALANCE SHEET

3/31/2013

<u>ASSETS:</u>				
Cash	\$19,092.97			
Investments	\$804,401.84			
		TOTAL ASSETS		\$823,494.81
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
<u>FUND BALANCE:</u>				
Emergency Reserve	\$350,000.00			
Retained Earnings	\$479,092.84			
Excess Revenue over Expenditures	-\$5,598.03			
		TOTAL FUND BALANCE		\$823,494.81
		TOTAL LIABILITIES & FUND BALANCE		\$823,494.81

CAPITAL EQUIPMENT FUND

3/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,400.00	\$133.61	\$415.52	\$984.48
Compensation for Loss	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$575,300.00	\$47,938.00	\$143,814.00	\$431,486.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$576,700.00	\$48,071.61	\$144,229.52	\$432,470.48

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$905.00	\$0.00	\$905.00	\$0.00
Police Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Fire Equipment	\$120,102.00	\$872.00	\$7,365.00	\$112,737.00
Public Works Equipment	\$284,500.00	\$0.00	\$0.00	\$284,500.00
Finance Equipment	\$8,175.00	\$0.00	\$6,824.00	\$1,351.00
Parks, Lib & Rec Equipment	\$9,365.00	\$0.00	\$0.00	\$9,365.00
Non-Dept Equipment	\$8,010.00	\$0.00	\$8,165.00	-\$155.00
TOTAL EXPENDITURES	\$431,057.00	\$872.00	\$23,259.00	\$407,798.00

BALANCE SHEET

3/31/2013

Cash	\$17,427.86		
Investments	\$1,106,073.85		
Fixed Assets (Net)	\$1,892,454.15		
		TOTAL ASSETS	\$3,015,955.86
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
Lease Payable	\$147,134.71		
Lease Interest Payable	\$8,134.61		
		TOTAL LIABILITIES	\$155,269.32
<u>FUND BALANCE:</u>			
Retained Earnings	\$2,739,716.02		
Excess Revenue over Expenditures	\$120,970.52		
		TOTAL FUND BALANCE	\$2,860,686.54
		TOTAL LIABILITIES & FUND BALANCE	\$3,015,955.86

CAPITAL IMPROVEMENT FUND

3/31/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,500.00	\$86.64	\$280.82	\$1,219.18
Misc. Income	\$50.00	\$2.08	\$4.20	\$45.80
Rents From Land	\$17,006.00	\$3,224.36	\$21,368.41	-\$4,362.41
Grants	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$18,556.00	\$3,313.08	\$21,653.43	-\$3,097.43

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

BALANCE SHEET

3/31/2013

<u>ASSETS:</u>			
Cash	\$16,905.81		
Accounts Receivable	\$81,551.05		
Investments	\$714,053.14		
		TOTAL ASSETS	\$812,510.00
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$791,156.57		
Excess Revenue over Expenditures	\$21,353.43		
		TOTAL FUND BALANCE	\$812,510.00
		TOTAL LIABILITIES & FUND BALANCE	\$812,510.00

HUMAN RESOURCES DEPARTMENT

MARCH 2013 MONTHLY REPORT

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

CDL TESTING – A DOT Random Drug test was not conducted during the month of March. There were three (3) pre-employment drug screens conducted.

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

JOB OPPORTUNITIES –

Positions Open	Positions Filled
Seasonal lifeguard and lifeguard WSI	Police Officer (2)
Police Officer (2)	
Recreation Supervisor	
Water Treatment Plant Operator (5)	
Fire Captain	
Utilities Superintendent	
PLR Director	

PERSONNEL BOARD – Personnel Board did meet during March to conduct Fire Captain promotional oral boards scheduled for March 26.

MISCELLANEOUS ACTIVITIES

Orientations were held for Police Officers on March 19.

Interviews were held for Water Treatment Plant Operators applicants.

CIRSA Webinar was set up in the training room at the Service Center for Supervisors to view "Employer's Do's and Don'ts of Discipline" on March 27. Fifteen employees attended this presentation. A link to the webinar will be given to those supervisors that were absent.

Employment offer was made for Recreation Supervisor and Apprentice Water Plant Operator.

HR Director and HR Assistant attended MSEC Public Employers Legal Update on March 15 in Denver.

HR Assistant scheduled Fire Captain written exam and physical agility testing for March 25. Fire Captain written exams were held on March 25. Weather cancelled the physical agility portion of the testing process.

HR Director conducted exit interviews with one Police Officer, Secretary, and Public Safety Dispatcher.

Preparations are being made for the Loss Control Audit to be conducted by CIRSA on April 16, 2013.

MUNICIPAL COURT
MARCH 2013 MONTHLY REPORT

DESCRIPTION	Mar 2013	Mar 2012	Mar Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
ARRAIGNMENTS	61	36	69%	149	131	14%	197	-24%
JUVENILE CASES	2	4	-50%	21	9	133%	25	-15%
TRAFFIC		1	-100%		1	-100%	1	-100%
NO INSURANCE					1	-100%	1	-100%
NO SEAT BELT								
SPEEDING				1			1	67%
UNDERAGE POSS OF TOBACCO				1			1	-17%
POSS. OF MARIJUANA/DRUG PARAPHERNALIA		2	-100%	6	6		3	88%
THEFT				4			3	43%
DISTURBING THE PEACE/NOISES	1			4			3	43%
RESISTING ARREST/FAILURE TO COMPLY							0	-100%
INJURING/DEFACING PROPERTY				1			1	25%
TRESPASSING							3	-100%
UNDERAGE POSS/CONS ALCOHOL/PROCURE	1	1		3	1	200%	6	-46%
CURFEW FOR MINORS							0	-100%
OTHER				1			2	-44%
ADULT CASES	59	32	84%	128	122	5%	172	-26%
TRAFFIC	6	6		13	25	-48%	22	-42%
NO INSURANCE	3	1	200%	7	5	40%	12	-41%
NO SEAT BELT					1	-100%	23	-100%
SPEEDING	1	2	-50%	3	9	-67%	23	-87%
PARKING	2	3	-33%	9	13	-31%	20	-55%
POSS. MARIJUANA/DRUG PARAPHERNALIA	2	1	100%	9	10	-10%	9	-2%
THEFT	16	2	700%	24	15	60%	12	100%
DISTURBING THE PEACE/NOISES	1	1		7	3	133%	5	35%
RESISTING ARREST/FAILURE TO COMPLY		1	-100%	1	3	-67%	1	-17%
INJURING/DEFACING PROPERTY				5			1	525%
TRESPASSING	1	2	-50%	3	3		8	-61%
UNDERAGE POSS/CONS ALCOHOL	20	8	150%	33	20	65%	15	117%
SALE / PROCUREMENT / OPEN CONTAINER	5			5			1	525%
OTHER		2	-100%	3	4	-25%	8	-63%
ANIMAL	2	3	-33%	6	11	-45%	11	-44%
NUISANCES							2	-100%
JUVENILE ARR'S FOUND GUILTY	1	3	-67%	13	5	160%	16	-19%
JUVENILE ARR'S DISMISSED							4	-100%
JUVENILES PLACED ON PROB/DJ/UPS	2	3	-33%	13	8	63%	18	-29%
JUVENILE VIOLS OF PROB/DJ/UPS				3			3	7%
JUVENILE FTA/PWL							24	-100%
ADULT ARR'S FOUND GUILTY	24	15	60%	53	47	13%	72	-27%
ADULT ARR'S DISMISSED	3	5	-40%	7	11	-36%	23	-69%
ADULTS PLACED ON PROB/DJ/UPS	21	6	250%	37	20	85%	20	83%
ADULT VIOLS OF PROB/DJ/UPS				1			8	-88%
ADULT FTA/PWL	2	1	100%	5	8	-38%	41	-88%

DESCRIPTION	Mar 2013	Mar 2012	Mar Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	36	25	44%	114	90	27%	117	-3%
CONTINUANCE/SET FOR TRIALS/ETC	24	8	200%	58	44	32%	44	31%
CASES REVIEWED	40	39	3%	165	125	32%	127	30%
TRIALS FOUND GUILTY	4	2	100%	14	16	-13%	13	9%
TRIALS FOUND NOT GUILTY				3	1	200%	148	-98%
TRIALS DISMISSED	5	2	150%	11	6	83%	17	-36%
NEW CHARGES PROCESSED	75	124	-40%	214	227	-6%	330	-35%
NEW WARRANTS	16	5	220%	36	30	20%	47	-23%
DAYS JUVENILES SENT TO DETENTION				4			86	-95%
DAYS ADULTS SENT TO JAIL				50			50	
PAID TICKETS	19	46	-59%	87	104	-16%	228	-62%
PAID WITH AUTO POINT REDUCTION	11	23	-52%	51	53	-4%	53	-3%
PAID AS REGULAR TICKET	8	23	-65%	36	51	-29%	117	-69%
FROM PWL TO WARRANT							1	-100%

POLICE DEPARTMENT

MARCH 2013 MONTHLY REPORT

During March 2013, the police department responded to 875 Calls for Service, a 22 percent decrease from the 1,119 Calls for Service responded to in March of 2012. The year-to-date calls for service at the end of March 2013 were 2,514, a 17 percent decrease from the 3,034 noted at the end of March 2012.

Officers responded to 17 traffic accidents during the month of March, which represents a 13 percent increase over the 15 responded to in March of 2012. Officers issued 23 penalty assessments during March 2013, which is a 56 percent decrease from the 52 penalty assessments issued in March 2012. Officers also issued 148 warning tickets during March 2013, a 56 percent decrease over the 335 Warning tickets issued in March 2012. Officers arrested eight drivers on DUI charges during March 2013, which is a 33 percent increase over the six DUI arrests in March of 2012.

Among the criminal offenses reported were one sex offense, twelve assault offenses, eleven burglaries, 29 larceny/thefts, one motor vehicle theft, four fraud offenses, twelve vandalisms, and five drug violations. The value of property stolen during the month was \$17,788 and \$5,344 was recovered. Officers arrested 48 adults and five juveniles, for a total of 53 arrests in March 2013. This is 18 more arrests or a 34 percent increase over the total of 35 arrests made in March of 2012.

In March, the Youth Services Division received 43 youth referrals (23 males and 20 females). Youth received referrals from the following: 39 from the Sterling Police Department, one from State Patrol/Other Jurisdiction, one from a parent/self, and two from a school.

Officers responded to 35 calls at local liquor establishments, with 35 calls being reported in March of 2012.

Sterling Police officers and staff completed 350.83 hours of training during the month of March 2013. This total includes 161.58 hours of training logged in by our Cadet, Christopher Fleckenstein.

DESCRIPTION	Mar 2013	Mar 2012	Mar Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	875	1,119	-22%	2,514	3,034	-17%		
MOTOR VEHICLE ACCIDENTS	17	15	13%	59	49	20%	65	-9%
CRIMINAL OFFENSES	151	84	80%	403	261	54%	355	13%
GROUP "A" OFFENSES	78	54	44%	216	153	41%	188	15%
GROUP "B" OFFENSES	73	34	115%	187	119	57%	170	10%
VANDALISM	12	15	-20%	34	36	-6%	34	1%
ARRESTS								
ADULTS	48	31	55%	136	104	31%	170	-20%
JUVENILES	5	4	25%	16	6	167%	16	
PROPERTY								
STOLEN	17,788	16,365	9%	85,923	39,426	118%	61,203	40%
RECOVERED	5,344	7,322	-27%	12,684	8,243	54%	17,946	-29%
MUNICIPAL CHARGES								
PA'S	23	52	-56%	78	128	-39%	320	-76%
CRIMINAL CHARGES	32	30	7%	93	67	39%	75	24%
WARNINGS	148	335	-56%	357	787	-55%	947	-62%
STATE CHARGES								
TRAFFIC	28	43	-35%	70	94	-26%	120	-42%
DUI'S	8	6	33%	17	15	13%	18	-4%
CRIMINAL CHARGES	35	19	84%	109	55	98%	86	26%
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	23	10	130%	54	37	46%	41	32%
FEMALE	20	7	186%	38	21	81%	21	84%
TOTAL	43	17	153%	92	58	59%	62	49%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	39	14	179%	82	51	61%	55	50%
LOGAN COUNTY SHERIFF'S OFFICE				3	1	200%	1	400%
DISTRICT COURT					1	-100%	1	-100%
STATE PATROL/OTHER JURISDICTION	1			1			1	67%
PARENT/SELF	1	1		1	1		0	150%
SCHOOL	2	2						

STERLING FIRE DEPARTMENT
MARCH 2013 MONTHLY REPORT

OPERATIONS

Chief:

- Lead Command Staff meeting
- Attended the National Fire Academy for two weeks
- Met with Captain candidates before testing
- Attended SRFPD meeting
- Attended NCRETAC meeting
- Attended Logan County Fire Chiefs special

TRAINING

- Volunteer training
- EMS skills training
- CPAP Training
- T-18 and E-104 driver training (1002's)
- Pump training at Hospital
- AMLS, PHTLS Training

MAINTENANCE

- T-18 ladder repair at Industrial Welding
- New drive tires for E-16
- New tires for E-11
- Med-1 batteries replaced
- Holmatro extrication equipment serviced

• **OTHER**

- Logan County Fire Chief's meeting at Sterling
- Command staff meeting

DESCRIPTION	Mar 2013	Mar 2012	Mar Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
FIRES								
City	1	4	-75%	2	8	-75%	9	-77%
Rural	4	25	-84%	1	41	-98%	21	-95%
Total	5	29	-83%	3	49	-94%	30	-90%
EMS/RESCUE								
City	76	88	-14%	48	285	-83%	214	-78%
Rural	28	11	155%	2	43	-95%	39	-95%
Total	104	99	5%	50	328	-85%	259	-81%
HAZARDOUS CONDITION								
City	4	30	-87%	11	81	-86%	65	-83%
Rural	1	14	-93%	1	21	-95%	20	-95%
Total	5	44	-89%	12	102	-88%	85	-86%
TOTAL 911 SERV CALLS								
City	84	122	-31%	61	374	-84%	287	-79%
Rural	34	50	-32%	4	105	-96%	81	-95%
Total	118	172	-31%	65	479	-86%	368	-82%
AVERAGE RESPONSE TIME								
City	4.3	4.2	2%	9	12	-24%	13	-34%
Rural	14.5	11.2	29%	7	33	-78%	35	-79%
Overall Average	#DIV/0!	7.72	#DIV/0!	8	6.31	29%	24	-66%
GENERAL ALARMS								
Total General Alarms	6	10	-40%	7	18	-61%	13	-48%
Average Number of Firefighters	14	14	2%	10	14	-33%	34	-72%
BUILDING FIRES								
Total Building Fires	1	6	-83%	2	12	-83%	7	-73%
Fires Confined to Rm of Origin		1	-100%		2	-100%	1	-100%
TRAINING HOURS								
Career Hours	254	462	-45%	1,183	1,617	-27%	932	27%
Volunteer Hours	78	41	89%	138	162	-15%	186	-26%
Total Hours	331	503	-34%	1,321	1,779	-26%	1,118	18%
Average Career Hours	16.9	31	-45%	78.9	107.8	-27%	62	27%
Average Volunteer Hours	6.5	3	89%	11.5	13.5	-15%	16	-26%
FIRE INSPECTIONS								
New Inspections	92	11	736%	221	231	-4%	166	33%
Re-Inspections	22	54	-59%	46	93	-51%	69	-33%
Total Inspections	114	65	75%	267	324	-18%	234	14%
HYDRANT INSPECTIONS		0					0	-100%

PUBLIC WORKS DEPARTMENT

MARCH 2013 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of March with a high temperature of 80° recorded at the Sterling Municipal Airport on the 15th. Evening temperatures also fluctuated similarly with a low of the month being 6° on the evening of the 25th and a high evening low of 36° recorded on the 2nd. The station located east of Sterling recorded a total precipitation of .0" for the month. However, at Sterling Municipal Airport there was a total of .20" recorded in the month of March. (The current weather monitoring device at the water station is under repair.)

MONTHLY CLIMATOLOGICAL SUMMARY for MAR. 2013

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	37.0	47.3	1:30p	21.5	6:30a	28.0	0.0	0.00	9.1	26.0	10:00a	W
2	47.1	61.9	2:30p	35.9	1:30a	17.9	0.0	0.00	9.9	28.0	11:30a	W
3	48.8	67.0	2:00p	31.5	4:30a	16.3	0.1	0.00	8.7	32.0	12:00m	S
4	33.2	52.8	12:30a	19.5	10:30p	31.8	0.0	0.00	11.8	36.0	1:30p	NNW
5	30.3	42.2	5:00p	16.4	6:00a	34.7	0.0	0.00	6.0	25.0	12:30a	SSE
6	37.5	56.1	3:00p	21.8	6:00a	27.5	0.0	0.00	6.2	22.0	4:30p	SE
7	42.9	65.6	3:00p	24.2	2:00a	22.2	0.0	0.00	4.6	18.0	5:30p	NW
8	38.6	51.1	4:00p	26.1	3:30a	26.4	0.0	0.00	5.4	18.0	12:00p	NNE
9	34.5	37.5	5:00p	25.6	11:30p	30.5	0.0	0.01	13.7	42.0	1:00p	N
10	31.3	42.6	6:00p	21.9	5:30a	32.3	0.0	0.00	9.7	40.0	10:00a	N
11	38.2	51.7	1:30p	23.2	2:00a	26.8	0.0	0.00	9.3	31.0	4:00p	W
12	34.5	46.3	3:30p	24.3	12:00m	30.5	0.0	0.00	8.8	25.0	10:00a	WNW
13	44.5	67.7	3:30p	22.1	5:00a	20.7	0.3	0.00	8.6	28.0	2:30p	S
14	52.3	74.2	3:00p	30.9	6:30a	14.4	1.7	0.00	7.5	25.0	3:30p	S
15	55.4	80.6	2:30p	35.0	5:00a	12.5	2.8	0.00	10.8	42.0	4:00p	S
16	44.6	55.0	4:00p	31.8	7:30a	20.4	0.0	0.00	7.8	31.0	3:00p	SE
17	42.3	60.5	3:00p	29.6	12:00m	22.7	0.0	0.03	12.7	50.0	8:30p	SSE
18	37.6	52.2	5:00p	22.7	2:00a	27.4	0.0	0.00	10.4	36.0	4:00p	W
19	34.9	51.4	3:00p	19.6	6:30a	30.1	0.0	0.00	10.3	37.0	1:00p	NW
20	37.3	58.3	5:00p	13.9	5:00a	27.7	0.0	0.00	7.4	35.0	11:30a	SSE
21	38.2	52.2	2:00p	25.8	6:00a	26.8	0.0	0.12	4.5	36.0	3:00p	SE
22	34.9	47.3	2:30p	22.8	6:00a	30.1	0.0	0.00	6.6	32.0	5:30p	NE
23	23.4	29.7	12:30a	14.7	12:00m	41.6	0.0	0.00	11.8	35.0	6:30a	NNE
24	15.5	31.8	3:00p	-0.3	6:00a	49.5	0.0	0.00	6.6	26.0	3:30p	S
25	20.0	36.4	5:30p	5.8	3:30a	45.0	0.0	0.00	6.7	19.0	12:00p	WNW
26	26.3	41.8	5:00p	8.7	7:00a	38.7	0.0	0.00	5.0	17.0	2:00p	S
27	40.3	53.4	4:30p	29.1	5:30a	24.7	0.0	0.00	4.7	20.0	5:30p	S
28	47.8	67.2	4:00p	29.0	5:00a	17.3	0.2	0.00	5.9	16.0	12:00p	S
29	52.2	71.9	1:30p	35.1	3:30a	13.6	0.8	0.02	7.7	31.0	2:30p	S
30	48.3	61.0	1:30p	34.5	11:30p	16.7	0.0	0.02	6.3	20.0	4:00p	WNW
31	48.9	71.0	4:00p	29.6	5:30a	16.8	0.7	0.00	9.1	28.0	4:00p	W

	38.7	80.6	15	-0.3	24	821.6	6.6	0.20	8.2	50.0	17	S

Max >= 90.0: 0
 Max <= 32.0: 2
 Min <= 32.0: 27
 Min <= 0.0: 1
 Max Rain: 0.12 ON 03/21/13
 Days of Rain: 4 (>.01 in) 1 (>.1 in) 0 (>1 in)
 Heat Base: 65.0 Cool Base: 65.0 Method: Integration

Painting-Lanes(Gals)								
SIGN MAINTENANCE								
Traffic Control-Repair (Each)	1	2	-50%	5	2	150%	5	9%
Traffic Control-Replace (Each)		7	-100%	2	10	-80%	39	-95%
Traffic Control-Install (Each)		5	-100%	1	10	-90%	47	-98%
Traffic Control-Remove (Each)		5	-100%		8	-100%	43	-100%
Street Name-Repair (Each)							1	-100%
Street Name-Replace (Each)							44	-100%
Street Name-Install (Each)							45	-100%
Delineators-Repair & Replace (Each)							2	-100%
SNOW/ICE CONTROL								
Snow Removal (Loads)	15			119	129	-8%	319	-63%
Salt/Sand Mix Material (Tons)	47			215	86	152%	185	16%
Plowed/Sanded Streets (Miles)	385			1,372	1,356	1%	1,994	-31%
SANITATION								
Loose Trash/Debris Collection:WO (Tons)	81	33	149%	273	84	225%	68	304%
Compacted Trash Collection (Tons)	346	465	-26%	964	1,119	-14%	1,049	-8%
Alley Debris/Trash Removal: T & M (Tons)	16			21	13	66%	3	730%
Yard: Sweepings + Misc Debris (Tons)	110	142	-23%	150	330	-54%	366	-59%
Container Repairs-90 Rollouts (Each)	6	7	-14%	11	16	-31%	63	-83%
Container Repairs-Dumpsters (Each)	17	61	-72%	105	187	-44%	144	-27%
Level Dumpsters - Gravel Base Pad	6			6	2	200%	0	1400%
Weed Control-Mowing (Hours)								
Weed Control-Burning (Hours)								
MATERIAL PROCESSING								
Haul Materials from Vendor Yard (Tons)		43	-100%	239	43	460%	395	-39%
Haul Materials from Project Site (Cu Yds)				81	110	-26%	1,003	-92%
Haul Pulverized Asphalt/Millings (Cu Yds)	11			11			102	-89%
MISCELLANEOUS								
Haul Rip Rap Materials--Concrete	6			6				
Crack Sealing (#s per day)	8,940	6,090	47%	27,150	28,980	-6%	28,571	-5%

WATER/SEWER DIVISION

The water division produced 54,126,700 gallons, a 16% decrease compared to March a year ago, and a 4% decrease in hours logged. Furthermore the division responded to 105 requests for locates throughout the month. The meter reader read 4,978 meters resulting in 60 turn-offs for delinquent payment and also 8 investigations for high usage. The division continued the testing regime necessary for the health department regulations, responded to 64 and cleared 64 SCADA alarms at the time of reporting.

The sewer division responded to 208 requests for locates.

MISCELLANEOUS - OTHER								
Concrete Blocks Built (No.)								
Water Main Leak Detection (Feet)					30	-100%	6	-100%
METER SECTION								
METERS (No.)								
Meters Read	4,978	4,060	23%	15,146	11,572	31%	12,793	18%
Meter Turn-offs (for repair)	2	4	-50%	30	19	58%	48	-38%
Meter Turn-offs (delinquent)	60	31	94%	214	147	46%	183	17%
Meter Turn-ons (all)	72	57	26%	235	178	32%	211	11%
METER MAINTENANCE (No.)								
Meters Repaired - In House								
Meters Repaired - In Field							4	-100%
Meters Repaired - Manufacturer								
METER INVESTIGATIONS (No.)								
Zero Consumption	30			78				
High Usage	8	36	-78%	46	98	-53%	104	-56%
Leaking in Meter Pit	1			8				
METER PIT MAINTENANCE (No.)								
Curb Stops Repaired								
METER PIT INSTALLATION (No.)								
Meter Pits Installed							0	-100%
MISCELLANEOUS - OTHER (No.)								
Concrete Risers Manufactured								
Meter Pits Manufactured								
OPERATIONS SECTION								
WELL METERS (No.)								
Well Meters Read	13	24	-46%	49	63	-22%	47	4%
Park Meters Read	13	29	-55%	37	87	-57%	65	-43%
WELL HOUSE MAINTENANCE (No.)								
Motors Checked	224	403	-44%	757	1,183	-36%	1,165	-35%
Well Building Security Checked	232	651	-64%	760	1,911	-60%	1,759	-57%
WELL MAINTENANCE (No.)								
Well GPM Check								
Well Check for Sand								
Well Static Level							4	-100%
Well Draw Down								
Well Air Check		93	-100%		270	-100%	114	-100%
GROUND STORAGE TANKS (No.)								
7.5 MG Tank Checked	24	62	-61%	79	182	-57%	148	-47%
7.5 MG Tank Level Checked	25	62	-60%	80	182	-56%	148	-46%
2.0 MG Tank Checked	25	62	-60%	80	182	-56%	148	-46%
2.0 MG Tank Level Checked	25	62	-60%	80	182	-56%	148	-46%
Security Checks	25	62	-60%	80	182	-56%	169	-53%
ELEVATED STORAGE TANKS (No.)								
0.25 MG North Checked	50	93	-46%	144	273	-47%	234	-38%
0.25 MG North Level Checked	50	93	-46%	144	273	-47%	234	-38%
0.25 MG South Checked	50	93	-46%	144	273	-47%	234	-38%
0.25 MG South Level Checked	50	93	-46%	144	273	-47%	234	-38%

Security Checks	44	186	-76%	138	546	-75%	449	-69%
WATER QUALITY TESTING (No.)								
Well Samples Taken	3			3			6	-46%
Distribution Samples Taken							3	-100%
Chlorine Samples Taken	54	155	-65%	164	455	-64%	190	-14%
Bacteriological Samples Taken	12			50			30	69%
Other - Samples taken							33	-100%
SCADA SYSTEM (No.)								
SCADA Alarms	64	60	7%	189	236	-20%	116	63%
SCADA Alarms Cleared	64	60	7%	189	234	-19%	115	64%
DISINFECTION (No.)								
Chlorine Bottles Picked Up		17	-100%		39	-100%	31	-100%
Chlorine Bottles Returned		17	-100%		39	-100%	30	-100%
POTABLE WELLS								
WELLS PUMPED								
Hours	1,924	2,010	-4%	5,527	6,218	-11%	6,543	-16%
Gallons	54,127	64,786	-16%	155,138	181,851	-15%	180,549	-14%
Call Customer By Phone								
UNCC LOCATES								
City Requests	10	23	-57%	11	40	-73%	16	-29%
Private Requests	96	129	-26%	186	238	-22%	80	131%

DESCRIPTION	Mar 2013	Mar 2012	Mar Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg
Monthly Water Demand Record							
Sterling WTP							
Monthly Total Demand (MG)	51			147			
Average Daily Demand (MG)	2			5			
Maximum Daily Demand (MG)	1			5			
Minimum Daily Demand (MG)	3			6			
Monthly Total FW Production (MG)	51			147			
Average Daily FW Production (MG)	2			5			
Maximum Daily FW Production (MG)	2			6			
Minimum Daily FW Production (MG)	1			4			

DESCRIPTION	Mar 2013	Mar 2012	Mar Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
SANITARY SECTION								
Sewer Service Installed (No.)								
Sewer Service Installed (No.) 4"								
Sewer Service Installed (No.) 6' & larger								
Sewer Service Taps Installed (No.) all								
Sewer Service Inspected (No.)							0	-100%
Sewer Service Repaired (No.)							1	-100%

Sewer Lines Installed (Ft.)								
Sewer Lines Installed (Ft.) 6"								
Sewer Lines Installed (Ft.) 8"								
Sewer Lines Installed (Ft.) 10"								
Sewer Lines Installed (Ft.) 12" & larger								
Sewer Lines Replaced (Ft.) 4"								
Sewer Lines Replaced -6" (Ft.)						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.)								
Sewer Lines Cleaned (Ft.) 4"						20	-100%	
Sewer Lines Cleaned (Ft.) 6"						826	-100%	
Sewer Lines Cleaned (Ft.) 8"						4,659	-100%	
Sewer Lines Cleaned (Ft.) 10"				2,500	-100%	2,260	-100%	
Sewer Lines Cleaned (Ft.) 12" & larger				1,000	-100%	1,521	-100%	
Sewer Lines Repaired (Ft.)								
Sewer Lines Repaired (Ft.) 6"								
Sewer Lines Repaired (Ft.) 8"								
Sewer Lines Repaired (Ft.) 10"								
Sewer Lines Repaired (Ft.) 12" & larger						0	-100%	
Sanitary Tap Locates (No.)	95			162		17	853%	
Sanitary Line Locates (No.)	45	154	-71%	106	266	-60%	205	-48%
Sanitary Manhole Locates (No.)	68	308	-78%	153	532	-71%	337	-55%
Sanitary Manholes Constructed (No.)								
Sanitary Manholes Inspected (No.)						3	-100%	
Sanitary Manholes Repaired (No.)						0	-100%	
Sanitary Manholes Raised (No.)								
Sanitary Manholes Lowered (No.)								
Lift Stations Checked (No.)		4	-100%		6	-100%	13	-100%
Lift Stations Cleaned/Washed (No.)		4	-100%		5	-100%	15	-100%
Lift Stations Repaired (No.)							1	-100%
Lift Station Alarms (No.)		12	-100%		14	-100%	4	-100%
MISCELLANEOUS-OTHER								
Sewer Lines Televised (Ft.) all sizes					60	-100%	12	-100%
Sewer Service Lines Televised (No.)					1	-100%	2	-100%
Sewer Service Taps Televised (No.)					2	-100%	2	-100%
Sewer Service Lines Replaced (No.)					1	-100%	0	-100%
Sewer Service Taps Replaced (No.)					1	-100%	0	-100%
Manhole Risers Manufactured (No.)								
STORM SECTION								
Storm Sewer Lines Installed (Ft.)								
Sewer Lines Installed -8" (Ft.)								
Sewer Lines Installed -10" (Ft.)								
Sewer Lines Installed -12" & larger (Ft.)								
Storm Sewer Lines Replaced (Ft.)								
sewer lines replaced-8" (Ft.)								
Sewer lines replaced-10" (Ft.)							1	-100%

Sewer Lines Replaced-12" & larger (Ft.)								
Storm Sewer lines Cleaned (Ft.)								
Sewer lines cleaned-8" (Ft)								
Sewer lines cleaned-10" (Ft)								
Sewer lines cleaned-12" & larger (Ft)								
Storm Sewer Lines Repaired (Ft.)								
Sewer Lines Repaired-8" (Ft)								
Sewer Lines Repaired-10" (Ft)								
Sewer Lines Repaired-12" & larger (Ft)								
Storm Manholes Constructed (No.)							0	-100%
Storm Manholes Inspected (No.)								
Storm Manholes Repaired (No.)								
Storm Manholes Replaced (No.)							0	-100%
Catchbasins Constructed (No.)								
Catchbasins Inspected (No.)								
Catchbasins Repaired (No.)								
Catchbasins Replaced (No.)								
Catchbasins Cleaned (No.)							2	-100%
Storm Sewer Line Locates (No.)	14	154	-91%	45	266	-83%	195	-77%
Storm Sewer Manhole Locates (No.)	7	308	-98%	34	532	-94%	319	-89%
Call Customer by Phone							1	-100%

AIRPORT DIVISION

The airport division witnessed 155 operations during the month of March. Throughout the month this division sold 1,890 gallons of fuel, which is a 62% decrease from March 2012. However the total year-to-date of 5,669 gallons of fuel, is also a 54% decrease compared to a year ago.

DESCRIPTION	Mar 2013	Mar 2012	Mar Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
OPERATIONS BY A/C TYPE								
A/C Single Engine	93	101	-8%	265	263	1%	373	-29%
A/C Multi Engine	12	13	-8%	28	21	33%	43	-35%
Helicopter	8	34	-76%	32	72	-56%	49	-34%
Turbojet	42	74	-43%	90	158	-43%	151	-41%
Other Types							3	-100%
TOTAL OPERATIONS	155	222	-30%	415	514	-19%	619	-33%
AVIATION FUEL DISPENSATION								
Avgas (Gals.)	694	1,320	-47%	2,082	2,525	-18%	2,462	-15%
Jet-A (Gals.)	1,196	3,602	-67%	3,587	9,868	-64%	6,279	-43%
TOTAL FUEL	1,890	4,922	-62%	5,669	12,393	-54%	8,741	-35%

Units								
Value								
Other Nonhousekeeping 214								
Permits								
Units								
Value								
TOTALS								
Permits								
Units								
Value								
RESIDENTIAL ADD/ALTERATIONS								
Residential Additions/Alterations 434								
Permits	7	20	-65%	16	32	-50%	22	-27%
Value	15,560	385,104	-96%	34,328	421,546	-92%	186,435	-82%
Residential Garages/Carports 438								
Permits		3	-100%	1	3	-67%	2	-58%
Value		31,701	-100%	11,258	31,701	-64%	34,649	-68%
TOTALS - RES. ADD/ALTERATIONS								
Permits	7	23	-70%	17	35	-51%	24	-30%
Value	15,560	416,805	-96%	45,586	453,247	-90%	221,083	-79%
NEW NONRESIDENTIAL								
Amusement & Recreation 318								
Permits								
Value								
Churches & Religious 319								
Permits								
Value								
Industrial Buildings 320								
Permits	1			1				
Value	450,000			450,000				
Auto Service & Repair 322								
Permits								
Value								
Hospitals & Institutions 323								
Permits								
Value								
Offices 324								
Permits					1	-100%	0	-100%
Value					1,924,600	-100%	481,278	-100%
Schools & Education 326								
Permits								
Value								
Commercial Buildings (Retail) 327								
Permits							0	-100%
Value							130,000	-100%
Public Works & Utilities 325								
Permits								
Value								

Other Buildings 328								
Permits	2			3			1	114%
Value	47,362			74,337			16,364	354%
Structures 329								
Permits							1	-100%
Value							21,379	-100%
TOTALS - NEW NONRESIDENTIAL								
Permits	3			4	1	300%	3	54%
Value	497,362			524,337	1,924,600	-73%	649,021	-19%
NONRESIDENTIAL ADD/ALTERATIONS								
Nonresidential Add/Alterations 437								
Permits	2	5	-60%	6	10	-40%	14	-57%
Value	143,165	113,544	26%	228,610	286,782	-20%	740,816	-69%
DEMOLITIONS								
Single-Family 645								
Two-Family 646								
Three & Four Family 647								
Five or More Family 648								
Others 649								
PERMITS AND FEES								
Building								
Permits	14	30	-53%	29	48	-40%	41	-30%
Fees	33,119	22,898	45%	37,351	70,603	-47%	43,233	-14%
Demolitions								
Permits		1	-100%		2	-100%	1	-100%
Fees		24	-100%		48	-100%	28	-100%
Fence								
Permits	2	10	-80%	3	16	-81%	10	-69%
Fees	40	200	-80%	60	320	-81%	192	-69%
Mechanical								
Permits	5	1	400%	14	12	17%	11	30%
Fees	128	24	433%	468	336	39%	375	25%
Sign								
Permits	3	1	200%	5	2	150%	6	-14%
Fees	100	20	400%	140	60	133%	144	-3%
Excavation								
Permits	6	10	-40%	11	12	-8%	9	17%
Fees	35	125	-72%	35	185	-81%	110	-68%
Manufactured Home Hookups								
Permits							1	-100%
Fees							58	-100%
Miscellaneous								
Permits	14	54	-74%	28	109	-74%	64	-56%
Fees	1,556	12,656	-88%	4,866	26,393	-82%	11,499	-58%
TOTALS - PERMITS AND FEES								
Permits	44	107	-59%	90	201	-55%	143	-37%
Fees	34,978	35,947	-3%	42,920	97,944	-56%	55,638	-23%

**PARKS, LIBRARY AND RECREATION DEPARTMENT
MARCH 2013 MONTHLY REPORT**

DEPARTMENT OVERVIEW

There were 10 pavilion reservations made in March, for a year-to-date total of 39. There were 6 facility reservations prepared during the month.

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

The Department secretary attended PLR staff, secretary and newsletter meetings during the month. She also prepared and distributed PLR news releases to media. She answered the phone four times for the HR Dept. Letters were sent to Licensed Tree individuals for their renewal. She also attended one CIRSA training.

MARCH PLR BOARD MEETING – PLR Secretary prepared the agenda and sent them out to Board Members. She attended the March 12th Board meeting. Items discussed were: Division updates; infant casket to be buried with full burial; tree donations at the cemetery; West Main project; RFP for PLR Master Plan; new memorial bench and the tree planting program.

PARKS, CEMETERY, AND FORESTRY

Parks – A number of projects were completed by the Parks crew during the month of March, starting with the last of the installation of the Insta Block Hedge slats for the Prairie Park tennis courts. The finishing touches were also made to the walking bridges and replacing the culverts at Pioneer Park. Fence repairs from winter accidents; were taken care of at Pioneer Park. The cabs have been removed from the mowers and they are being prepared for the mowing season. Bids were published and received for the Cascade Cedar Mulch; Cedar Creek Timber was awarded the bid and delivered the mulch to the City Service Center. Edging of the walking trails has begun in the parks and around other City buildings. The water slides were moved into place and installed at the Recreation Center. The PCF superintendent, one member of the parks crew and one member of the cemetery crew attended an irrigation design class in Fort Collins, Colorado.

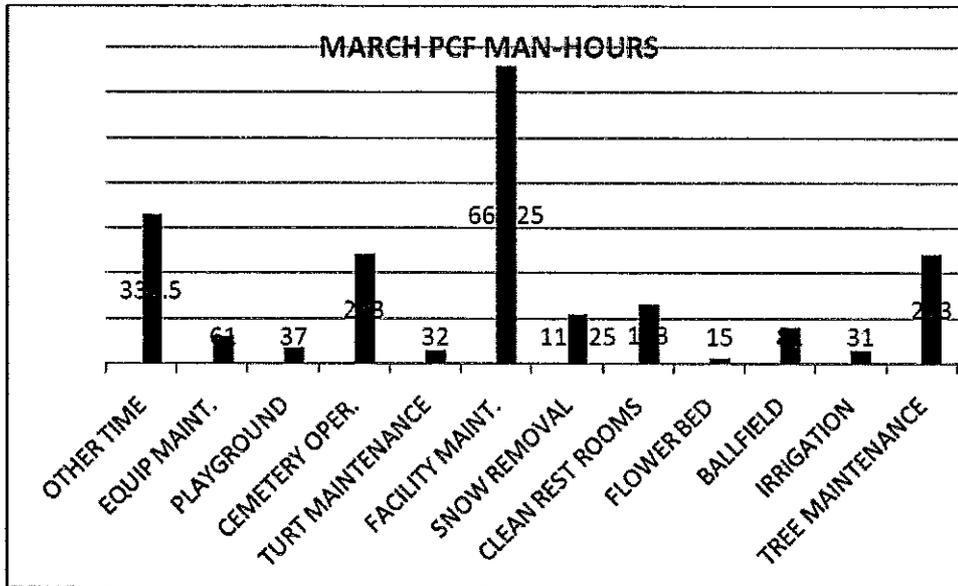
Cemetery – During March there were ten grave openings and closings, eight cremation and two full burials. Five grave spaces and two niches were sold this month. Along with the cemetery's routine maintenance, sixty-eight graves were repaired. The Cemetery crew measured and calculated the amount of sod needed to cover new grave sites and areas needing new sod. The new Walker mower was delivered to the cemetery the first week in March.

Forestry – Action Requests are continuing as scheduled. There were thirteen trees trimmed, eight trees removed and six Action Requests completed in the month of March. The list for new trees was sent out to different nurseries. The quotes were collected and Little Valley Wholesale Nursery will be supplying the trees to the City this year. The PCF superintendent and the two Forestry crew members attended the Eastern Colorado Community Forestry Conference in Brush, Colorado.

Ongoing PCF projects:

- Perform all routine maintenance activities and Action Requests as necessary.
- Snow removal as needed.

- Install memorial benches at Pioneer Park.
- Install mulch on the 3rd Ave Islands.
- Clean out flower beds at City Hall and the Recreation Center.
- Turn on sprinkler systems.



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

DESCRIPTION	Mar 2013	Mar 2012	Mar Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
PARKS								
Man-hours of equip maint (all PCF)	61	168	-64%	61	505	-88%	476	-87%
Facility reservations	4	1	300%	4	1	300%	7	-44%
Restroom cleanings/inspections	133	116	15%	361	362	0%	345	5%
Man-hours of ballfield preparation	81	106	-24%	141	178	-21%	182	-22%
CEMETERY								
Opening/Closing	10	10		28	30	-7%	29	-5%
Cremains - Opening/Closing	8	6	33%	12	12		10	22%
Spaces sold	5	1	400%	14	18	-22%	15	-9%
Monument permits							13	-100%
Graves repaired/raised	68	180	-62%	158	338	-53%	225	-30%
Niches Sold	2	3	-33%	7	8	-13%	6	9%
FORESTRY								
Trees trimmed	13	18	-28%	95	60	58%	105	-10%
Trees removed	8	21	-62%	20	38	-47%	51	-60%
Action Requests completed	6	9	-33%	15	19	-21%	15	1%
Trees planted		10	-100%		10	-100%	5	-100%
Stumps removed by contract							6	-100%

LIBRARY

The patron count for Sterling Public Library from March 1 through March 31, 2013 was 4616.

The library had 8 Community Servants for a total of 58 hours of community service. Nine volunteers worked 44 hours. Total volunteer hours for the month of March were 102.

Sterling Public Library made 207 interlibrary loan requests of other libraries and received 188 items. Other libraries made 233 interlibrary loan requests and Sterling Public Library loaned 203 items. Lending libraries were unable to fill 17 requests and Sterling Public Library was unable to fill 30 requests. Total interlibrary loan requests were 440 and 391 items were circulated.

Janet Bigler reported 11 tutors worked with 21 students for 148 hours during March.

On March 1 the library kicked off 1000 Books Before Kindergarten. The program encourages parents to read 1000 books to their child before they start kindergarten. At the end of March there were 52 children registered.

Crafty Characters featured Dr. Seuss this month. There were 31 kids and 21 adults who made Cat in the Hat pencil holders.

The Lorax was shown as our Saturday movie on March 9th. There were 10 kids and 4 adults who enjoyed the movie and refreshments.

On March 18th the library provided Piece by Piece. There were 13 kids and 10 adults attending. Denise shared stories about quilts and the kids made paper story quilts.

The library held its annual Quilt Show during March. There were 44 people who shared their quilts with the community. Each quilt was unique and very beautiful. The Methodist ladies won the People's Choice Award. A quilter's reception was held on March 29th. The public was invited to come and talk with the quilters and enjoy refreshments.

Erica Kallsen provided a class on beginning Internet. She helped participants learn to search the web.

Cheryl Schulte, Erica Kallsen, Vickie Wettstein and Kim Sanchez attend the Clic workshop in Ft. Morgan on March 29th. There were three sets of sessions offered during the day on various library topics.

PROJECT UPDATE:

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

There were 92 children who called Dial-a-Story during March. Vickie Wettstein, Pam Kentfield, Kim Sanchez and Connie Chambers read stories. The stories can be heard by calling 522-6808.

DESCRIPTION	Mar 2013	Mar 2012	Mar Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
Books Checked Out	7,891	8,763	-10%	23,033	25,197	-9%	23,395	-2%
Digital check-out	743	540	38%	2,208	1,637	35%	327	574%
In-house Circulation	287	532	-46%	1,009	1,603	-37%	2,950	-66%
Volunteer Hours	49	86	-43%	147	96	53%	38	284%
Story Time Attendance	80	98	-18%	287	298	-4%	209	37%
Summer Reading Program								
Reference Questions	502	807	-38%	1,780	2,245	-21%	2,731	-35%
Books Placed on Hold	310	440	-30%	1,108	1,696	-35%	1,236	-10%
Inter-Library Loans								
Borrowed requests	207	214	-3%	693	640	8%	628	10%
Loaned requests	233	209	11%	659	633	4%	676	-2%
Total	440	423	4%	1,352	1,273	6%	1,304	4%
Library Meeting Room Use	45	46	-2%	122	114	7%	51	141%
Patrons Using Facility	4,616	4,803	-4%	13,054	14,722	-11%	13,099	0%
Hours Tutoring	148	94	57%	418	295	42%	380	10%
Internet use	1,920	1,902	1%	5,564	6,025	-8%	4,715	18%

RECREATION DIVISION

SPRING VOLLEYBALL: Adult Spring Volleyball is in progress, play began March 4th. There are 26 teams participating in 4 different divisions. This year we were able to run a Co-Rec league with 4 teams participating. Overall, we were up 3 teams from 2012. March accounted for 385 participant visits and 240 spectator visits to the Sterling Middle School and the N.J.C. Events Center on Monday, Tuesday and Thursday nights, when the games are played. The season runs through the first week of April 22nd.

SUMMER SOFTBALL REGISTRATIONS: Information was prepared and distributed for Recreation Division Youth and Adult softball leagues in March. The adult leagues include: Co-Rec. and Men's Slowpitch leagues. Last year, we offered a Men's "Over 50" league, but no teams registered. This year we did not offer it. Registration for Adult Softball will continue through May 2nd.

The Youth Softball leagues include: Whiffle T-Ball, Youth T-Ball, Youth Staff Pitch, and Youth Fastpitch. Registration for Youth Wildcat Softball will continue through April 18th. Play for all leagues begin May 29th. Registration for Youth Softball will continue through April 17th.

SUMMER ADULT SAND VOLLEYBALL LEAGUES: We are considering starting a Summer Adult Sand Volleyball league. We could run it as an extension of the Adult Volleyball Program. Since the Spring Adult 4 on 4 leagues did not run, there would be money left in the budget to offer the league. The Fee would be \$50 per team for an 8 game league, same as the 4 on 4

league fee. We would have the teams officiate their own games and just provide a supervisor for the matches.

OPEN GYM: This year, the Recreation Division began offering Open Gym on Wednesday evenings from 6:30 – 8:00 p.m. We provide a Gym Supervisor to monitor and take care of SMS. In March, 2013 there were 29 participants. The number of participants was lower in March because one Wednesday there was no open gym due to spring break.

RECREATION CENTER

OUTDOOR POOL WATERSLIDE: The City was able to purchase a used water slide from the Plainsman 18. We had been looking for a slide for small children to use, but new slide prices were very expensive.

This blue slide is made by the same manufacturer of our existing slides, so it visually matches our current orange slide. However, it is a higher and faster slide. Before purchasing the blue slide, we had contacted our current slides designer and manufacturer for information regarding what would be required to move it to a location with a water depth of 1 foot 2 inches. The newly acquired blue slide will work better in the location than the orange slide. PFC crews moved and re-installed the slower orange slide in 1 foot 2 inches depth of water and installed the faster blue slide in the 3 foot 6 inches depth water in March. The new pad, to be installed underneath the orange slide, has just arrived. When the PFC crew installs it, the entire project will be completed.

WATER SLIDE INSPECTIONS: In March we scheduled a C.I.R.S.A. water slide inspection for May. The Department of Labor & Employment now requires yearly inspections for water slides over 18 feet high. State slide registrations and fees are also required. C.I.R.S.A. currently provides the inspections for us. We have made daily Water Slide Inspection Reports, Water Slide Training Reports, and Water Slide Maintenance Reports in order to comply with regulations.

SWIM TEAM REGISTRATIONS: We have been preparing for the 2013 Pre-Summer and Summer Swim Teams. Registration material was prepared and distributed in March.

LIFEGUARD AND WATER SAFETY INSTRUCTOR SCHOOL: The Recreation Division has spent a great deal of time preparing for, arranging instructors, and contacting students for the lifeguard (L.G.T.) and swimming lessons instructor (W.S.I.) classes. N.J.C. had offered the classes at the Sterling Recreation Center for approximately the past 25 years, but has decided to discontinue them last year. It is vital that the classes and training continue because all the Recreation Centers L.G.T. and W.S.I. have come from these classes. This year, the classes will take place May 28 - 31.

OVERALL ADMISSIONS: March, 2013 total attendance was 3,219 visits. March, 2012 admissions were 3,130 visits. March, 2013, is up 89 patron visits from last year!

Paid admissions in March do not include the following free visits to the Sterling Recreation Center: 196 visits from Sterling High School P.E. students, 238 visits from the Sterling Middle School P.E. students, and 20 visits from other Logan County schools. These free visits to the Recreation Center are provided through Intergovernmental Agreements.

CHILD ADMISSIONS: There were a total of 148 Child Admissions to the Recreation Center in March, 2013. In March, 2012 there were 159. This is down 11 visits from last year.

YOUTH ADMISSIONS: There were a total of 1,013 Youth Admissions to the Recreation Center in March, 2013. In March, 2012 there were 837. This is up 176 visits from last year.

SENIOR ADMISSIONS: There were a total of 360 Senior Admissions to the Recreation Center in March, 2013. In March, 2012 there were 258. This is up 102 visits from last year.

ADULT ADMISSIONS: In March, 2013 there were a total of 1,159 Adult Admissions to the Recreation Center. In March, 2012 there were 1,183. This is down 24 visits from last year.

YEARLY ADMISSIONS: There were 419 Yearly Pass Admissions to the Recreation Center in March, 2013. In March, 2012 there were 502. This is down 83 visits from last year.

CITY EMPLOYEE ADMISSIONS: In March, 2013 there were a total of 129 City Employee Admissions to the Recreation Center. In March, 2012 there were 191. This is down 62 visits from last year.

AQUA AEROBICS CLASSES: There were 97 patrons attending aqua aerobics classes in March, 2013. In March, 2012 there were 127. This is down 30 visits from last year.

DESCRIPTION	Mar 2013	Mar 2012	Mar Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
WINTER								
Volleyball Teams	26			26			9	195%
Volleyball Participants	384			384			202	90%
Volleyball Spectators	240			240			475	-49%
Adult Basketball Teams				48	52	-8%	42	15%
Adult Basketball Participants				1,920	1,212	58%	1,127	70%
Adult Basketball Spectators				1,920	2,020	-5%	1,648	17%
Youth Basketball Teams				138	176	-22%	177	-22%
Youth Basketball Participants				3,560	6,704	-47%	10,979	-68%
Youth Basketball Spectators				12,720	13,320	-5%	14,694	-13%
Adult Basketball Tourn. Teams							25	-100%
Adult Basketball Tourn. Participants							237	-100%
Adult Basketball Tourn. Spectators							328	-100%
Open Gym Participants	29							
Denver Nugget Basketball Skills Challenge								
Santa at the Center Participants								
Spring								
Volleyball Teams		23	-100%		23	-100%	25	-100%
Volleyball Participants		720	-100%		720	-100%	810	-100%
Volleyball Spectators		900	-100%		900	-100%	1,012	-100%

OVERLAND TRAIL MUSEUM

Attendance at the Museum during the month of March was 253 visitors representing 9 states.

Family Fun Saturday took place on March 2 and had good attendance. This month's theme focused on St. Patrick's Day and spring planting. Kids learned about the history of St. Patrick's Day, made potato prints, and planted flower seeds in a pot to take home.

Perry did the KPMX radio spot this month and discussed upcoming spring programs.

The Rural Young Americans all day seminar was postponed from March 9 to March 16 due to the snow. They will be using the HPEC once again for their second seminar in April. The HPEC was rented for two other events this month.

The staff has spent a lot of time this month in the basement storage area reorganizing and moving items to make room for the newspaper storage cabinets. Amanda Benson is researching grants to improve our collections storage. She also submitted a request for a small grant to purchase the upgraded version of PastPerfect museum software.

Kay completed the grant application to Colorado Humanities for funds to be used for marketing and projects related to the upcoming exhibit "Journey Stories". If received, this money will mainly be used for three separate projects: a historic interpreter to come to the museum during Journey Stories, a scale model covered wagon and supplies to be used for an education activity "Packing the Wagon" and for advertising and marketing. The Logan County Lodging Tax Board has purchased two full page ads advertising Journey Stories in the Explore magazine and another tourism publication.

Perry attended the Weather spotter training at the library on March 21.

Ty Gibson began work at the museum as the part time custodian/maintenance person.

April and May school tours are quickly becoming booked with several open dates left in April and only 3 open days in May.

Museum Projects

- Collections storage cleaning..... In progress
- Accessioning artifacts.....Ongoing project
- Archiving obituaries & anniversaries.....Ongoing project
- Cleaning buildings & artifacts.....Ongoing
- Archive room..... In progress
- Tannery..... In progress
- Research Room..... Plans progressing
- Reorganization of photo archives.....In progress
- Concrete work (gutters & sidewalks)..... Site survey in progress

DESCRIPTION	2013	2012	Change	2013	2012	Change	Avg	Change
Numbers of Donors	3	3		6	7	-14%	8	-25%
Number of items donated	12	11	9%	16	17	-6%	24	-34%
Number of School Visits				1			1	67%
Number of Students				12			6	94%
Prairie School Students								
Prairie School Teachers								
Number of Special Events	1			3	1	200%	2	88%
Total Attendance of Special Events	16			47	10	370%	25	87%
Number of facility rentals	3	1	200%	5	1	400%	0	1150%
Number of Tour Buses								
Tour Bus Visitors								
States represented	9	17	-47%	44	30	47%	32	38%
Foreign Countries Represented		1	-100%	1	2	-50%	3	-64%
Total of All Visitors	253	380	-33%	620	703	-12%	555	12%
Volunteer Hours	50			110	12	817%	56	96%
Square Foot, Bldg. Maintained	29,766	29,766		89,298	89,298		77,298	16%