

STERLING

A Colorado Treasure

MONTHLY REPORTS
March 2014

CITY MANAGER

MARCH 2014 MONTHLY REPORT

City Manager:

The Acting City Manager attended or met with the following:

- Gene Manuello – sand chute;
- Scott Engineering – Construction project;
- Kim Sellers – Pedal the Plains;
- H.O.A. on Mindy Circle;
- Logan County Economic Development;
- Two water attorneys and water engineers;
- Rich O’Connell – Economic Development
- Toured City properties the City has for sale with Mayor and Council;
- Participated in two unemployment hearings;
- Met with various community leaders to discuss Economic Development;
- Met with County Commissioners;
- Attended a Small Business Development meeting at NJC;
- Met with Honeywell representations to discuss safety and security;
- Attended a Watch Task Force meeting in Denver;
- Attended a Water Summit in Fort Morgan;
- Attended the Police awards banquet;
- SWellness;
- Met with Barb from Barbs Gifts to discuss parking; and
- Met with Robert from Best Western to discuss drainage.

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.

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

The following are the meetings EMC Owens attended in March;

- Logan County Rural Fire Chiefs Association
- Logan County ESF8 Committee / Health Care Coalition
- Logan County E911 Authority Board
- Sterling Emergency Communications Center Advisory Board
- Weekly meetings to develop the Board and the system
- City of Sterling Building Security Committee
- Presentation from Honeywell Corporation

TRAINING AND RESPONSES

NJC Evacuation Full Scale Exercise

The EMC participated in a multi-agency full scale exercise and after action debriefing at Northeastern Junior College. The exercise tested a total evacuation of the campus in a timely and organized manner. The NJC Emergency Alert Notification system was used to communicate with each student. All students and staff were directed to an on-campus evacuation site.

Kugler Company Responder Site Plan

With the Sterling Fire Department HazMat Team and the Colorado State Patrol HazMat Team, Bob attended an on-site training and tour of the Kugler Company farm chemical site. They discussed what the Kugler staff's expectations and capabilities were and the response capabilities of the local responders. Kugler staff used the information to develop their site plan for response. All local agencies will have a copy of the plan.

National Weather Service Spotter Training

EMC Owens hosted the annual NWS Weather Spotter training at the Sterling Library in March. There were 61 local citizens trained to read the clouds during severe weather, and learn proper reporting techniques.

OTHER OEM ACTIVITIES

With Sterling Public Works, each tornado siren in Sterling was tested for operational duty. Bob also put out press releases to advise that siren testing will begin in April, and to be prepared for severe weather.

The EMC gave a preparedness talk to the Sterling Kiwanas Club.

EMC Owens put out a notification to sign up wireless phones to our 911 system in every Sterling water bill. The response has been very good.

Bob completed the Logan County 2013 SARA Tier II information. All reports were organized and filed.

Sterling Emergency Communication Center:

- Communications Center handled 2,094 calls for service during the month of March 2014, a 5 percent increase from the 1,990 calls received in March 2013.
- Sterling Police Department handled 1,065 calls for service in March 2014, a 22 percent increase compared to 875 calls for service received in March 2013.
- Logan County Sheriff's Office received 751 calls for service in March 2014, a 2 percent decrease compared to 767 calls for service received in March 2013.
- Crook Fire Department handled 12 calls for service in March 2014 compared to 2 calls for service in March 2013.
- Fleming Fire received 6 calls for service in March 2014 compared to 1 call for service in March 2013.
- Merino Fire handled 18 calls for service in March 2014 compared to 5 calls for service in March 2013.
- Peetz Fire handled 1 call for service in March 2014 compared to 5 calls for service in March 2013.

- Sterling Fire handled 196 calls for service in March 2014, a 20 percent increase compared to 164 calls handled in March 2013.

DESCRIPTION	Mar 2014	Mar 2013	Mar Change	YTD 2014	YTD 2013	YTD Change
ACTIVITIES						
CALLS for SERVICE						
STERLING DISPATCH	2,094	1,990	5%	5,576	5,647	-1%
CITY OF STERLING	1,065	875	22%	2,872	2,514	14%
LOGAN COUNTY	751	767	-2%	1,903	2,138	-11%
STERLING FIRE 07530	196	164	20%	564	492	15%
CROOK FIRE 07505	12	2		37	11	
FLEMING FIRE 07515	6	1		14	9	
MERINO FIRE 07522	18	5		44	21	
PEETZ FIRE 07525	1	5		2	10	

Information Technology Specialist (ITS):

Daily backup of all servers, Finance & Police Systems continue. ITS Anderson performed the routine changes for user processes and file security maintenance. A UPS went down at the Library and batteries were replaced.

The ITS assisted several departments with phone issues, printer, computer problems and updates and changes to the city website. She took one computer in for repair and set up time change instructions for Dispatch.

ITS Anderson set up new computers for Police officers room, called NWS for Mobile program issues. New network cables were run for the officers' room new set up.

Mary Ann attended two SWellness meetings in preparation for coming events. The March SMadness basketball tournament was cancelled. She covered the phones at the reception desk for lunch and breaks as needed.

CITY ATTORNEY

MARCH 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 also attends miscellaneous meetings with the City Manager and individuals as needed and requested. The City Attorney attended telephone meetings with Attorney Ken Fellman regarding the cable franchise with Charter, and attended an additional meeting that included officials from other cities also negotiating with Charter. The City Attorney had several discussions with the consultant conducting the city manager position search, and attended meetings with water groups regarding water matters. The City Attorney attended a meeting with the City's water attorneys. The City Attorney also attended a meeting with the tenant of the Scalva farm. 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. The paralegal attended the meeting with the City's water attorneys.

DOCUMENT PREPARATION:

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

Prepared the following Resolutions:

Resolution No. 3-1-14, Series of 2014 – A Resolution before the City of Sterling, Logan County, Colorado approving a Professional Services Agreement with MBN Services Inc., a California corporation doing business as Bob Murray & Associates, and authorizing the Mayor to sign it.

Resolution No. 3-2-14, Series of 2014 – A Resolution approving, without bid, an Agreement for Consultant Services with CWA Consulting Services, LLC for a wastewater treatment plant legal authority update project.

Prepared the following Ordinances:

None.

Other Documents:

This office followed up on receipt of payment on a claim regarding damage to City property involving a vehicle accident at the airport.

This office prepared a Lease with Media Logic for a cell tower.

MUNICIPAL COURT:

The Deputy City Attorney prosecuted one charge and the defendant was found guilty. Three defendants changed their pleas to guilty prior to trial, three charges were dismissed, and two defendants entered into a deferred judgment stipulation. 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 two liquor license renewal applications, and four Special Events Permit applications.

MISCELLANEOUS:

The City Attorney has commenced working with the City's Water Attorneys on water / water court issues.

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
MARCH 2014 MONTHLY REPORT

The Finance Department assisted 3,006 customers during the month of March 2014. This compares to 2,897 customers in March 2013. This number does not include the contacts made by the Director of Finance. There were on average 143 customer contacts per day for March 2014. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in March 2014 in comparison to March 2013.

The General Fund revenues for the month of March 2014 amounted to \$1,069,963.81. The revenue for the month ended March 2013 in the General Fund amounted to \$940,340.92. Expenditures for the General fund for the month ending March 31, 2014 amounted to \$823,153.21 and for the same period in 2013 the expenditures were \$1,075,688.64.

Cash in all City funds totaled \$2,243,602.66 on March 31, 2014 and for March 31, 2013 on hand was \$2,255,155.202. On March 31, 2014 the City of Sterling had outstanding a total of \$14,040,606.04 in investments, this amount is for all funds. This breaks down to \$206,097.92 in Certificates of Deposit, \$13,734,021.19, ColoTrust Plus and \$100,486.93 in Money Market.

There were \$1,580,852.95 worth of checks issued in March 2014 for all funds; this compares to \$2,123,253.48 for the same period in 2013. There were 6253.4 gallons of gasoline and diesel used in the month of March 2014 for all City operations. This compares to 6176.6 gallons gasoline and diesel used in March 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.	3/31/14
General Fund:				
Colostrust Plus	\$1,559,333.54	\$220,000.00	\$485,159.39	\$1,824,492.93
Colostrust Plus - Seizure Money	\$26,675.98	\$0.00	\$2.53	\$26,678.51
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$1,586,009.52	\$220,000.00	\$485,161.92	\$1,851,171.44
Hotel Tax Fund:				
Colostrust Plus	\$264,975.72	\$0.00	\$10,026.17	\$275,001.89
TOTALS	\$264,975.72	\$0.00	\$10,026.17	\$275,001.89
Water Fund:				
Colostrust Plus	\$1,930,031.97	\$45,000.00	\$120,192.58	\$2,005,224.55
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$1,930,031.97	\$45,000.00	\$120,192.58	\$2,005,224.55
Sanitation Fund:				
Colostrust Plus	\$588,780.27	\$0.00	\$57.65	\$588,837.92
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$588,780.27	\$0.00	\$57.65	\$588,837.92
Sewer Fund:				
Colostrust Plus	\$4,069,497.25	\$45,000.00	\$45,395.95	\$4,069,893.20
Certificates of Deposit	\$206,097.92	\$0.00	\$0.00	\$206,097.92
Money Market	\$100,484.62	\$0.00	\$4.87	\$100,489.49
TOTALS	\$4,376,079.79	\$45,000.00	\$45,400.82	\$4,376,480.61
Perpetual Care Fund:				
Colostrust Plus	\$198,284.19	\$10,000.00	\$19.34	\$188,303.53
TOTALS	\$198,284.19	\$10,000.00	\$19.34	\$188,303.53

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	3/31/14
Library Improvement Fund:				
Colostrust Plus	\$27,938.96	\$0.00	\$2.75	\$27,941.71
TOTALS	\$27,938.96	\$0.00	\$2.75	\$27,941.71
Conservation Trust Fund:				
Colostrust Plus	\$160,478.06	\$0.00	\$42,754.13	\$203,232.19
TOTALS	\$160,478.06	\$0.00	\$42,754.13	\$203,232.19
Karl Falch Library Trust Fund:				
Colostrust Plus	\$31,140.69	\$0.00	\$3.06	\$31,143.75
TOTALS	\$31,140.69	\$0.00	\$3.06	\$31,143.75
Employee Self-Insurance Fund:				
Colostrust Plus	\$570,593.85	\$0.00	\$55.80	\$570,649.65
TOTALS	\$570,593.85	\$0.00	\$55.80	\$570,649.65
Service Center Fund:				
Colostrust Plus	\$335,541.92	\$225,000.00	\$245,039.28	\$355,581.20
TOTALS	\$335,541.92	\$225,000.00	\$245,039.28	\$355,581.20
Old Hire Police Pension Fund:				
Colostrust Plus	\$754,270.24	\$0.00	\$73.78	\$754,344.02
TOTALS	\$754,270.24	\$0.00	\$73.78	\$754,344.02
Risk Management Fund:				
Colostrust Plus	\$575,277.62	\$0.00	\$200,063.93	\$775,341.55
TOTALS	\$575,277.62	\$0.00	\$200,063.93	\$775,341.55
Capital Equipment Fund:				
Colostrust Plus	\$1,192,270.31	\$0.00	\$25,118.29	\$1,217,388.60
TOTALS	\$1,192,270.31	\$0.00	\$25,118.29	\$1,217,388.60

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	3/31/14
Capital Improvement Fund:				
Colotrust Plus	\$809,886.05	\$0.00	\$10,079.94	\$819,965.99
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$809,886.05	\$0.00	\$10,079.94	\$819,965.99
 Grand Totals All Funds:				
Colotrust Plus	\$13,094,976.62	\$545,000.00	\$1,184,044.57	\$13,734,021.19
Certificates of Deposit	\$206,097.92	\$0.00	\$0.00	\$206,097.92
Money Market	\$100,484.62	\$0.00	\$4.87	\$100,489.49
Grand Total	\$13,401,559.16	\$545,000.00	\$1,184,049.44	\$14,040,608.60

GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

3/31/2014

BALANCE SHEET

ASSETS:

Cash	\$419,109.73
Flex Cash Account	\$7,023.30
Petty Cash	\$980.00
Cash with County Treasurer	\$148,070.31
Accounts Receivable	\$208,320.43
Taxes Receivable	\$55,943.83
Sales Tax Receivable	\$671,215.73
Property Tax Receivable	\$1,024,649.00
Investments	\$1,824,492.93
Investment - Federal Seizure	\$26,678.51
Prepaid Fuel	\$36,867.42
Prepaid Fuel - Airport	\$11,455.88
Postage Clearing Account	\$3,996.85
Prepaid Prisoner Housing	\$44,618.00
Sales Tax Clearing	<u>-\$3.83</u>

TOTAL ASSETS

\$4,483,418.09

LIABILITIES:

Ded/Ben Clearing Account	-\$1,742.17
Accounts Payable	\$71,454.39
Accounts Payable - Logan County	\$14,303.37
Accrued Salaries	\$223,959.13
Court Bonds	\$1,400.00
Restitution Clearing Account	\$2,270.71
Seizures	\$600.00
Deferred Revenue	\$1,024,649.00
Deferred Revenue - Other	<u>\$826.86</u>

TOTAL LIABILITIES

\$1,337,721.29

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	<u>\$337,967.15</u>

TOTAL FUND BALANCE

\$3,145,696.80

**TOTAL LIABILITIES
& FUND BALANCE**

\$4,483,418.09

GENERAL FUND

3/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Real & Personal Prop. Tax	\$1,015,537.00	\$76,606.83	\$383,947.66	\$631,589.34
Road & Bridge Fund Taxes	\$80,000.00	\$60,042.16	\$60,042.16	\$19,957.84
Auto Ownership Taxes	\$100,000.00	\$10,778.17	\$34,882.98	\$65,117.02
Sales Tax	\$6,625,000.00	\$491,348.43	\$1,668,152.46	\$4,956,847.54
Vehicle Use Tax	\$230,000.00	\$25,386.78	\$64,704.02	\$165,295.98
Building Material Use Tax	\$70,000.00	\$47,677.92	\$53,615.86	\$16,384.14
Sales Tax Rebate	\$58,000.00	\$3,395.00	\$9,757.00	\$48,243.00
Employment Occupation Tax	\$15,400.00	\$0.00	\$15,400.00	\$0.00
TOTAL TAXES	\$8,193,937.00	\$715,235.29	\$2,290,502.14	\$5,903,434.86
Franchise Taxes	\$681,775.00	\$54,105.16	\$198,665.26	\$483,109.74
Licenses & Permits	\$172,950.00	\$31,744.03	\$52,986.84	\$119,963.16
Intergovernmental Revenue	\$1,652,474.00	\$164,889.81	\$393,244.45	\$1,259,229.55
Charges for Service	\$261,700.00	\$16,761.07	\$41,682.80	\$220,017.20
Fines & Forfeits	\$128,300.00	\$9,452.12	\$26,305.22	\$101,994.78
Miscellaneous Revenue	\$406,415.00	\$31,169.33	\$116,591.91	\$289,823.09
Transfer from Other Funds	\$560,918.00	\$46,607.00	\$139,821.00	\$421,097.00
TOTAL OTHER REVENUES	\$3,864,532.00	\$354,728.52	\$969,297.48	\$2,895,234.52
GRAND TOTAL REVENUES	\$12,058,469.00	\$1,069,963.81	\$3,259,799.62	\$8,798,669.38

GENERAL FUND

3/31/2014

EXPENDITURES:**GENERAL GOVERNMENT:**

	BUDGETED	EXPENSES	EXPENSES	
	2014	CURRENT MO.	TO DATE	BALANCE
Council	\$75,931.00	\$6,224.50	\$16,176.52	\$59,754.48
City Manager	\$362,707.00	\$15,378.39	\$52,395.07	\$310,311.93
City Attorney	\$200,943.00	\$25,905.04	\$67,476.98	\$133,466.02
Municipal Court	\$106,187.00	\$7,536.32	\$25,326.66	\$80,860.34
Finance	\$461,416.00	\$35,159.48	\$126,840.90	\$334,575.10
City Hall & Non-Departmental	\$1,399,327.00	\$94,201.28	\$467,782.27	\$931,544.73
Personnel	\$247,883.00	\$20,652.62	\$75,211.18	\$172,671.82
TOTAL GENERAL GOVERNMENT	\$2,854,394.00	\$205,057.63	\$831,209.58	\$2,023,184.42

PUBLIC SAFETY:

Police	\$1,853,843.00	\$121,911.43	\$450,807.36	\$1,403,035.64
Dispatch Center	\$540,485.00	\$37,507.31	\$144,497.70	\$395,987.30
Youth Services	\$112,236.00	\$8,697.01	\$29,007.06	\$83,228.94
Fire	\$1,491,199.00	\$111,091.47	\$368,676.28	\$1,122,522.72
Ambulance Service	\$638,614.00	\$57,570.61	\$163,610.47	\$475,003.53
TOTAL PUBLIC SAFETY	\$4,636,377.00	\$336,777.83	\$1,156,598.87	\$3,479,778.13

PUBLIC WORKS:

Street	\$2,014,648.00	\$64,529.87	\$231,105.10	\$1,783,542.90
Engineering & Operations	\$384,776.00	\$26,455.90	\$86,772.65	\$298,003.35
Airport	\$360,324.00	\$12,357.38	\$42,889.21	\$317,434.79
TOTAL PUBLIC WORKS	\$2,759,748.00	\$103,343.15	\$360,766.96	\$2,398,981.04

CULTURE & RECREATION:

Riverside Cemetery	\$251,437.00	\$11,183.66	\$34,801.71	\$216,635.29
Museum	\$168,670.00	\$8,416.46	\$29,296.53	\$139,373.47
Parks	\$453,104.00	\$23,219.62	\$75,610.09	\$377,493.91
Recreation Center	\$531,449.00	\$32,896.87	\$100,662.07	\$430,786.93
Forestry	\$134,046.00	\$8,337.51	\$29,717.72	\$104,328.28
Rec. Administration	\$443,537.00	\$48,389.49	\$136,693.17	\$306,843.83
Softball	\$43,520.00	\$858.16	\$1,415.70	\$42,104.30
Youth Softball	\$13,732.00	\$83.33	\$173.33	\$13,558.67
Basketball	\$8,932.00	\$904.85	\$7,275.36	\$1,656.64
Volleyball	\$7,045.00	\$315.86	\$1,351.56	\$5,693.44
Tolla Brown Skate Park	\$11,660.00	\$649.32	\$1,367.60	\$10,292.40
Special Events	\$26,000.00	\$405.02	\$1,635.74	\$24,364.26
Tennis	\$18,450.00	\$753.38	\$1,446.33	\$17,003.67
Youth Basketball	\$25,164.00	\$342.26	\$15,839.84	\$9,324.16
Youth Volleyball	\$10,022.00	\$83.35	\$143.35	\$9,878.65
Baseball	\$25,485.00	\$290.03	\$608.45	\$24,876.55
Library	\$494,438.00	\$40,845.43	\$135,218.51	\$359,219.49
TOTAL CULTURE & RECREATION	\$2,666,691.00	\$177,974.60	\$573,257.06	\$2,093,433.94
GRAND TOTAL EXPENDITURES	\$12,917,210.00	\$823,153.21	\$2,921,832.47	\$9,995,377.53

HOTEL TAX FUND

3/31/2014

<u>REVENUES</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Hotel Tax	\$125,000.00	\$851.88	\$18,907.75	\$106,092.25
Investment Earnings	\$200.00	\$26.17	\$72.30	\$127.70
Penalty & Interest	\$1,500.00	\$0.00	\$0.00	\$1,500.00
TOTAL HOTEL TAX FUND REVENUE	\$126,700.00	\$878.05	\$18,980.05	\$107,719.95
<u>EXPENDITURES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$50.00	\$0.00	\$50.00	\$0.00
Beautification	\$164,000.00	\$14.66	\$14.66	\$163,985.34
TOTAL EXPENDITURES	\$164,050.00	\$14.66	\$64.66	\$163,985.34

BALANCE SHEET

3/31/2014

<u>ASSETS:</u>			
Cash	\$7,511.65		
Investments	\$275,001.89		
		TOTAL ASSETS	\$282,513.54
<u>LIABILITIES:</u>			
Accounts Payable	\$6,437.33		
		TOTAL LIABILITIES	\$6,437.33
<u>FUND BALANCE:</u>			
Retained Earnings	\$257,160.82		
Excess Revenue over Expenditures	\$18,915.39		
		TOTAL FUND BALANCE	\$276,076.21
		TOTAL LIABILITIES AND FUND BALANCE	\$282,513.54

WATER FUND

3/31/2014

BALANCE SHEET

ASSETS:

Cash	\$292,921.68
Cash with Fiscal Agent	\$7,458,987.89
Accounts Receivable	\$1,250.67
Accounts Receivable - Utility Billing	\$314,164.03
Supply Inventory	\$269,124.73
Investments	\$2,005,224.55
Fixed Assets (Net)	<u>\$32,341,323.75</u>

TOTAL ASSETS

\$42,682,997.30

LIABILITIES:

Accounts Payable	\$94,543.39
Unpaid Compensated Absences	\$15,711.90
Accrued Salaries	\$12,622.49
Accounts Payable Assess Fee	\$190.01
Loan Payable CWRPDA	\$27,320,661.67
Loan Payable Premium	\$663,536.10
Due to Sewer Fund	\$243,007.11
Lease Interest Payable	<u>\$254,052.58</u>

TOTAL LIABILITIES

\$28,604,325.25

FUND BALANCE:

Reserve for Painting	\$595,000.00
Reserve for Capital Replacement	\$3,657,182.00
Retained Earnings	\$10,712,150.02
Excess Revenue over Expenditures	<u>-\$885,659.97</u>

TOTAL FUND BALANCE

\$14,078,672.05

**TOTAL LIABILITIES
AND FUND BALANCE**

\$42,682,997.30

WATER FUND

3/31/2014

<u>REVENUES</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Water Revenue-Inside Residential	\$3,262,355.00	\$220,182.23	\$598,951.12	\$2,663,403.88
Water Revenue-Outside Residential	\$314,970.00	\$17,712.56	\$34,717.63	\$280,252.37
Water Revenue-Inside Commercial	\$1,104,115.00	\$74,190.22	\$188,613.23	\$915,501.77
Water Revenue-Outside Commercial	\$8,073.00	\$451.20	\$958.81	\$7,114.19
Water Revenue-Inside Industrial	\$529,540.00	\$30,077.39	\$55,458.28	\$474,081.72
Misc. Water Sales	\$5,000.00	\$979.71	\$1,614.30	\$3,385.70
Surcharge	\$25,000.00	\$1,598.31	\$3,718.33	\$21,281.67
Service Charges	\$46,421.00	\$3,250.49	\$14,234.85	\$32,186.15
Tapping Charges	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Water Div. Services	\$4,000.00	\$582.59	\$733.91	\$3,266.09
Penalties	\$39,194.00	\$2,664.69	\$8,681.56	\$30,512.44
Investment Earnings	\$1,500.00	\$192.58	\$576.35	\$923.65
Miscellaneous	\$1,000.00	-\$0.95	\$326.06	\$673.94
Rents from land	\$165,913.00	\$0.00	\$0.00	\$165,913.00
Water Credits	\$0.00	\$0.00	\$492.00	-\$492.00
Plant Investment Fees	\$10,000.00	\$10,560.00	\$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
TOTAL REVENUES	\$5,522,081.00	\$362,441.02	\$923,236.43	\$4,598,844.57

<u>EXPENDITURES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
<u>WATER LINES:</u>				
Personnel	\$234,152.00	\$10,311.45	\$39,886.82	\$194,265.18
Maintenance & Operation	\$695,680.00	\$25,200.62	\$118,230.57	\$577,449.43
Capital Outlay	\$930,000.00	\$3,448.90	\$4,427.90	\$925,572.10
Transfer to General Fund	\$138,505.00	\$11,542.00	\$34,626.00	\$103,879.00
TOTAL EXPENDITURES	\$1,998,337.00	\$50,502.97	\$197,171.29	\$1,801,165.71
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL WATER FUND W/DEBT	\$1,998,337.00	\$50,502.97	\$197,171.29	\$1,801,165.71

<u>WATER PLANT:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$325,661.00	\$16,129.80	\$53,968.43	\$271,692.57
Maintenance & Operation	\$2,606,870.00	\$156,550.11	\$335,777.56	\$2,271,092.44
Capital Outlay	\$24,000.00	\$27,212.20	\$270,644.30	-\$246,644.30
Transfer to General Fund	\$86,495.00	\$7,207.00	\$21,621.00	\$64,874.00
TOTAL EXPENDITURES	\$3,043,026.00	\$207,099.11	\$682,011.29	\$2,361,014.71
Debt Service	\$1,859,428.00	\$0.00	\$929,713.82	\$929,714.18
TOTAL WATER FUND W/DEBT	\$4,902,454.00	\$207,099.11	\$1,611,725.11	\$3,290,728.89
TOTAL EXPENDITURES	\$6,900,791.00	\$257,602.08	\$1,808,896.40	\$5,091,894.60

SANITATION FUND

3/31/2014

BALANCE SHEET

ASSETS:

Cash	\$235,763.87
Accounts Receivable	\$507.06
Accounts Receivable - Utility Billing	\$40,083.17
Supply Inventory	\$8,261.50
Investments	\$588,837.92
Fixed Assets (Net)	\$139,447.86

TOTAL ASSETS

\$1,012,901.38

LIABILITIES:

Accounts Payable	\$1,187.41
Unpaid Compensated Absences	\$8,004.77
Accrued Salaries	\$2,802.35

TOTAL LIABILITIES

\$11,994.53

FUND BALANCE:

Reserve for Equipment	\$28,389.00
Reserve for Capital Replacement	\$915,348.00
Retained Earnings	\$70,309.19
Excess Revenue over Expenditures	-\$13,139.34

TOTAL FUND BALANCE

\$1,000,906.85

TOTAL LIABILITIES AND FUND BALANCE

\$1,012,901.38

SANITATION FUND

3/31/2014

REVENUES:	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sanitation Revenue-Inside	\$479,450.00	\$38,588.99	\$110,476.68	\$368,973.32
Rubbish Collection Fees	\$1,500.00	\$31.50	\$130.50	\$1,369.50
Sanitation Services	\$0.00	\$0.00	\$0.00	\$0.00
Penalties	\$5,500.00	\$391.20	\$1,202.70	\$4,297.30
Investment Earnings	\$1,100.00	\$57.65	\$167.67	\$932.33
Miscellaneous	\$0.00	\$0.00	\$50.00	-\$50.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$487,550.00	\$39,069.34	\$112,027.55	\$375,522.45

<u>EXPENDITURES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$187,196.00	\$12,107.67	\$40,594.56	\$146,601.44
Maintenance & Operation	\$296,569.00	\$24,952.58	\$66,698.33	\$229,870.67
Capital Outlay	\$250,000.00	\$0.00	\$0.00	\$250,000.00
Transfer to General Fund	\$71,506.00	\$5,958.00	\$17,874.00	\$53,632.00
TOTAL EXPENDITURES	\$805,271.00	\$43,018.25	\$125,166.89	\$680,104.11

SEWER FUND

3/31/2014

BALANCE SHEET

ASSETS:

Cash	\$268,151.21
Accounts Receivable	\$813.70
Accounts Receivable - Industrial	\$0.00
Accounts Receivable - Utility Billing	\$105,083.98
Due From Water Fund	\$243,007.11
Supply Inventory	\$75,539.80
Investments	\$4,376,480.61
Fixed Assets (Net)	<u>\$9,758,775.21</u>

TOTAL ASSETS

\$14,827,851.62

LIABILITIES:

Accounts Payable	\$9,310.01
Unpaid Compensated Absences	\$16,864.61
Accrued Salaries	\$12,015.16
Loan Payable CWRPDA	\$513,820.80
Interest Payable	<u>\$7,667.17</u>

TOTAL LIABILITIES

\$559,677.75

FUND BALANCE:

Reserve for Capital Projects	\$111,784.00
Reserve for Trunk Line Replacement	\$191,181.45
Reserve for Lagoons	\$342,861.26
Reserve for Capital Replacement	\$9,551,051.00
Retained Earnings	\$4,186,753.44
Excess Revenue over Expenditures	<u>-\$115,457.28</u>

TOTAL FUND BALANCE

\$14,268,173.87

**TOTAL LIABILITIES
AND FUND BALANCE**

\$14,827,851.62

SEWER FUND

3/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sewer Revenue-Inside Residential	\$992,460.00	\$81,842.66	\$225,660.55	\$766,799.45
Sewer Revenue-Outside Residential	\$103,938.00	\$8,567.93	\$17,498.66	\$86,439.34
Sewer Revenue-Inside Commercial	\$346,222.00	\$29,912.97	\$72,982.24	\$273,239.76
Sewer Revenue-Outside Commercial	\$3,219.00	\$267.46	\$552.11	\$2,666.89
Sewer Revenue-Inside Industrial	\$264,733.00	\$18,046.02	\$36,392.74	\$228,340.26
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	\$908.62	\$2,943.31	\$12,667.69
Investment Earnings	\$7,338.00	\$426.30	\$1,224.97	\$6,113.03
Miscellaneous	\$2,000.00	\$0.00	\$16.48	\$1,983.52
Outside Billing	\$2,400.00	\$311.00	\$466.50	\$1,933.50
Plant Investment Fees	\$10,000.00	\$12,034.00	\$16,034.00	-\$6,034.00
Compensation for loss	\$0.00	\$0.00	\$0.00	\$0.00
Other Refund of Expenditure	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,752,571.00	\$152,316.96	\$373,771.56	\$1,378,799.44

<u>EXPENDITURES:</u> <u>LINES AND SERVICES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$86,861.00	\$5,156.42	\$17,644.94	\$69,216.06
Maintenance & Operation	\$384,752.00	\$26,208.95	\$113,751.29	\$271,000.71
Capital Outlay	\$550,000.00	\$0.00	\$0.00	\$550,000.00
Transfer to General Fund	\$70,401.00	\$5,866.00	\$17,598.00	\$52,803.00
TOTAL LINES & SERVICES	\$1,092,014.00	\$37,231.37	\$148,994.23	\$943,019.77
Debt Service	\$178,970.00	\$0.00	\$9,200.61	\$169,769.39
TOTAL LINES & SERVICES W/DEBT	\$1,270,984.00	\$37,231.37	\$158,194.84	\$1,112,789.16

<u>TREATMENT FACILITIES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$295,097.00	\$20,823.58	\$70,026.43	\$225,070.57
Maintenance & Operation	\$1,003,097.00	\$85,956.11	\$212,905.57	\$790,191.43
Capital Outlay	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Transfer to General Fund	\$192,411.00	\$16,034.00	\$48,102.00	\$144,309.00
TOTAL TREATMENT FACILITIES	\$1,640,605.00	\$122,813.69	\$331,034.00	\$1,309,571.00

TOTAL EXPENDITURES	\$2,911,589.00	\$160,045.06	\$489,228.84	\$2,422,360.16
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LONG TERM DEBT FUND

3/31/2014

BALANCE SHEET

2/28/2014

ASSETS:

Amount to be provided

\$403,511.55

TOTAL ASSETS

\$403,511.55

FUND BALANCE:

Fund Balance

\$403,511.55

TOTAL FUND BALANCE

\$403,511.55

**TOTAL LIABILITIES
& FUND BALANCE**

\$403,511.55

PERPETUAL CARE FUND

3/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Perpetual Care	\$12,000.00	\$2,550.00	\$3,750.00	\$8,250.00
Perpetual Care - niches	\$19,000.00	\$1,000.00	\$2,000.00	\$17,000.00
Investment Earnings	\$300.00	\$19.34	\$55.61	\$244.39
TOTAL REVENUES	\$31,300.00	\$3,569.34	\$5,805.61	\$25,494.39

<u>EXPENDITURES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Columbarim	\$35,000.00	\$14,000.00	\$17,500.00	\$17,500.00
Audit	\$320.00	\$0.00	\$320.00	\$0.00
Niche Engraving	\$5,000.00	\$300.00	\$600.00	\$4,400.00
Transfer to General Fund	\$300.00	\$0.00	\$0.00	\$300.00
TOTAL EXPENDITURES	\$40,620.00	\$14,300.00	\$18,420.00	\$22,200.00

BALANCE SHEET

3/31/2014

<u>ASSETS:</u>			
Cash	\$1,562.86		
Investments	\$188,303.53		
		TOTAL ASSETS	\$189,866.39
<u>LIABILITIES:</u>			
Accounts Payable	\$300.00		
		TOTAL LIABILITIES	\$300.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$202,180.78		
Excess Revenue over Expenditures	-\$12,614.39		
		TOTAL FUND BALANCE	\$189,566.39
		TOTAL LIABILITIES & FUND BALANCE	\$189,866.39

LIBRARY IMPROVEMENT FUND

3/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$50.00	\$2.75	\$7.99	\$42.01
Contributions	\$0.00	\$0.00	\$33.55	-\$33.55
TOTAL REVENUES	\$50.00	\$2.75	\$41.54	\$8.46

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

BALANCE SHEET
3/31/2014

<u>ASSETS:</u>			
Cash	\$1,386.41		
Investments	\$27,941.71		
		TOTAL ASSETS	\$29,328.12
<u>LIABILITIES:</u>			
Accounts Payable	\$50.00		
		TOTAL LIABILITIES	\$50.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$29,336.58		
Excess Revenue over Expenditures	-\$8.46		
		TOTAL FUND BALANCE	\$29,328.12
		TOTAL LIABILITIES & FUND BALANCE	\$29,378.12

CONSERVATION TRUST FUND

3/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
State Contributions	\$150,000.00	\$38,011.11	\$38,011.11	\$111,988.89
Investment Earnings	\$200.00	\$18.13	\$48.14	\$151.86
TOTAL REVENUES	\$150,200.00	\$38,029.24	\$38,059.25	\$112,140.75

<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
TOTAL EXPENDITURES	\$190,000.00	\$0.00	\$0.00	\$190,000.00

**BALANCE SHEET
3/31/2014**

<u>ASSETS:</u>			
Cash	\$0.86		
Investments	\$203,232.19		
		TOTAL ASSETS	\$203,233.05
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$165,173.80		
Excess Revenue over Expenditures	\$38,059.25		
		TOTAL FUND BALANCE	\$203,233.05
		TOTAL LIABILITIES & FUND BALANCE	\$203,233.05

KARL FALCH LIBRARY TRUST FUND

3/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$50.00	\$3.06	\$8.89	\$41.11
TOTAL REVENUES	\$50.00	\$3.06	\$8.89	\$41.11

<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
TOTAL EXPENDITURES	\$855.00	\$0.00	\$55.00	\$800.00

BALANCE SHEET

3/31/2014

<u>ASSETS:</u>			
Cash	\$266.11		
Investments	\$31,143.75		
		TOTAL ASSETS	\$31,409.86
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$31,455.97		
Excess Revenue over Expenditures	-\$46.11		
		TOTAL FUND BALANCE	\$31,409.86
		TOTAL LIABILITIES & FUND BALANCE	\$31,409.86

EMPLOYEE SELF-INSURANCE FUND

3/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$700.00	\$55.80	\$162.00	\$538.00
Employee Premiums	\$177,984.00	\$22,045.93	\$74,716.32	\$103,267.68
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
City Premiums	\$1,611,624.00	\$115,180.40	\$338,162.05	\$1,273,461.95
TOTAL REVENUES	\$1,790,308.00	\$137,282.13	\$413,040.37	\$1,377,267.63

<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	\$138,890.18	\$407,631.09	\$1,381,976.91
FLEX	\$3,000.00	\$220.00	\$630.00	\$2,370.00
Audit	\$630.00	\$0.00	\$630.00	\$0.00
Transfer General Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$1,793,238.00	\$139,110.18	\$408,891.09	\$1,384,346.91

BALANCE SHEET

3/31/2014

<u>ASSETS:</u>				
Cash	\$21,641.74			
Investments	\$570,649.65			
		TOTAL ASSETS		\$592,291.39
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
<u>FUND BALANCE:</u>				
Retained Earnings	\$588,142.11			
Excess Revenue over Expenditures	\$4,149.28			
		TOTAL FUND BALANCE		\$592,291.39
		TOTAL LIABILITIES & FUND BALANCE		\$592,291.39

SERVICE CENTER FUND

3/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$500.00	\$39.28	\$103.16	\$396.84
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$451,561.00	\$37,627.00	\$112,881.00	\$338,680.00
Transfer for Lease Payment	\$233,720.00	\$19,475.00	\$58,425.00	\$175,295.00
TOTAL REVENUES	\$685,781.00	\$57,141.28	\$171,409.16	\$514,371.84

<u>EXPENDITURES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$328,947.00	\$23,874.71	\$83,721.80	\$245,225.20
Maintenance & Operation	\$363,061.00	\$5,132.32	\$28,808.57	\$334,252.43
Capital Outlay	\$2,000.00	\$0.00	\$0.00	\$2,000.00
TOTAL EXPENDITURES	\$694,008.00	\$29,007.03	\$112,530.37	\$581,477.63

BALANCE SHEET

3/31/2014

<u>ASSETS:</u>			
Cash	\$14,761.91		
Cash - Bank of Cherry Creek	\$3.02		
Investments	\$355,581.20		
Fixed Assets (Net)	\$1,965,198.99		
		TOTAL ASSETS	\$2,335,545.12
<u>LIABILITIES:</u>			
Accounts Payable	\$277.11		
Unpaid Compensated Absences	\$22,259.14		
Accrued Salaries	\$11,121.37		
Lease Payable	\$1,015,000.00		
Lease Interest Payable	\$4,060.00		
		TOTAL LIABILITIES	\$1,052,717.62
<u>FUND BALANCE:</u>			
Retained Earnings	\$1,223,948.71		
Excess Revenue over Expenditures	\$58,878.79		
		TOTAL FUND BALANCE	\$1,282,827.50
		TOTAL LIABILITIES & FUND BALANCE	\$2,335,545.12

OLD HIRE POLICE FUND

3/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$900.00	\$73.78	\$214.20	\$685.80
Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$900.00	\$73.78	\$214.20	\$685.80

<u>EXPENDITURES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Pension	\$84,970.00	\$5,870.50	\$20,404.33	\$64,565.67
Capital Outlay	\$172,175.00	\$0.00	\$0.00	\$172,175.00
TOTAL EXPENDITURES	\$257,145.00	\$5,870.50	\$20,404.33	\$236,740.67

BALANCE SHEET

3/31/2014

<u>ASSETS:</u>			
Cash	\$0.52		
Accounts Receivable - FPPA	\$268,752.00		
Investments	\$754,344.02		
Prepaid Contribution	\$209,282.43		
		TOTAL ASSETS	\$1,232,378.97
<u>LIABILITIES:</u>			
Accounts Payable	\$268,752.00		
		TOTAL LIABILITIES	\$268,752.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$983,817.10		
Excess Revenue over Expenditures	-\$20,190.13		
		TOTAL FUND BALANCE	\$963,626.97
		TOTAL LIABILITIES & FUND BALANCE	\$1,232,378.97

RISK MANAGEMENT FUND

3/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,300.00	\$63.93	\$207.88	\$1,092.12
Miscellaneous	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Compensation for Loss	\$5,000.00	\$6,483.63	\$7,225.11	-\$2,225.11
Compensation for Loss - Flood	\$0.00	\$208,446.82	\$351,024.92	-\$351,024.92
Transfer of Reserves	\$282,948.00	\$1,652.00	\$72,387.00	\$210,561.00
Transfer Workers Comp	\$249,947.00	\$5,355.54	\$60,667.54	\$189,279.46
TOTAL REVENUES	\$544,195.00	\$222,001.92	\$491,512.45	\$52,682.55

<u>EXPENDITURES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Claims Paid	\$60,000.00	\$1,912.30	\$5,169.12	\$54,830.88
Expense for Workers Comp	\$249,947.00	\$0.00	\$60,348.50	\$189,598.50
Premium Fees	\$282,948.00	\$0.00	\$79,300.90	\$203,647.10
Flood	\$0.00	-\$1,057.14	\$215,294.71	-\$215,294.71
Expense for Unemployment	\$10,000.00	\$3,032.82	\$3,032.82	\$6,967.18
Materials & Supplies	\$300.00	\$0.00	\$200.00	\$100.00
Audit	\$590.00	\$0.00	\$590.00	\$0.00
Transfer to General Fund	\$1,300.00	\$0.00	\$0.00	\$1,300.00
TOTAL EXPENDITURES	\$605,085.00	\$3,887.98	\$363,936.05	\$241,148.95

BALANCE SHEET

3/31/2014

<u>ASSETS:</u>			
Cash	\$25,950.51		
Accounts Receivable	\$0.00		
Grants Receivable	\$225,314.34		
Investments	\$775,341.55		
		TOTAL ASSETS	\$1,026,606.40
<u>LIABILITIES:</u>			
Accounts Payable	\$6,032.28		
		TOTAL LIABILITIES	\$6,032.28
<u>FUND BALANCE:</u>			
Deferred Revenue	\$50,256.97		
Emergency Reserve	\$370,000.00		
Retained Earnings	\$472,740.75		
Excess Revenue over Expenditures	\$127,576.40		
		TOTAL FUND BALANCE	\$1,020,574.12
		TOTAL LIABILITIES & FUND BALANCE	\$1,026,606.40

CAPITAL EQUIPMENT FUND

3/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,500.00	\$118.29	\$336.90	\$1,163.10
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	\$73,982.00	\$233,938.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$309,420.00	\$24,280.29	\$74,318.90	\$235,101.10

<u>EXPENDITURES:</u>	BUDGETED 2014	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	\$76,632.00	\$0.00	\$0.00	\$76,632.00
Public Works Equipment	\$54,200.00	\$0.00	\$0.00	\$54,200.00
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
TOTAL EXPENDITURES	\$308,825.00	\$0.00	\$905.00	\$307,920.00

BALANCE SHEET

3/31/2014

Cash	\$15,217.76		
Investments	\$1,217,388.60		
Fixed Assets (Net)	\$2,055,347.52		
		TOTAL ASSETS	\$3,287,953.88
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
Lease Payable	\$102,747.56		
Lease Interest Payable	\$667.72		
		TOTAL LIABILITIES	\$103,415.28
<u>FUND BALANCE:</u>			
Retained Earnings	\$3,111,124.70		
Excess Revenue over Expenditures	\$73,413.90		
		TOTAL FUND BALANCE	\$3,184,538.60
		TOTAL LIABILITIES & FUND BALANCE	\$3,287,953.88

CAPITAL IMPROVEMENT FUND

3/31/2014

<u>REVENUES:</u>	BUDGETED 2014	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,000.00	\$79.94	\$230.87	\$769.13
Misc. Income	\$50.00	-\$18.60	-\$18.60	\$68.60
Rents From Land	\$14,017.00	\$396.00	\$11,969.58	\$2,047.42
Sale of Asset	\$0.00	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$15,067.00	\$457.34	\$12,181.85	\$2,885.15

<u>EXPENDITURES:</u>	BUDGETED 2014	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Building Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Audit	\$300.00	\$0.00	\$300.00	\$0.00
Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$300.00	\$0.00	\$300.00	\$0.00

BALANCE SHEET
3/31/2014

<u>ASSETS:</u>			
Cash	\$11,993.97		
Accounts Receivable	\$4,803.79		
Investments	\$819,965.99		
		TOTAL ASSETS	\$836,763.75
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$824,881.90		
Excess Revenue over Expenditures	\$11,881.85		
		TOTAL FUND BALANCE	\$836,763.75
		TOTAL LIABILITIES & FUND BALANCE	\$836,763.75

HUMAN RESOURCES DEPARTMENT

MARCH 2014 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 completed during the month of March. Six (6) 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 March, both minor.

JOB OPPORTUNITIES –

Positions Open	Positions Filled
Seasonal positions in Recreation	Dept/Div Secretary
Police Cadet	Police Commander
Water Treatment Plant Operator (1)	
Lead Water Treatment Plant Operator (Supt.)	
Dispatch Supervisor	
Public Safety Dispatcher (2)	
Maintenance Worker – PCF (3)	
Maintenance Worker – PW (1)	
Lab Technician	
City Manager	
Police Sergeant	

PERSONNEL BOARD – Personnel Board did meet during March for a promotional interview. Tentative schedule for Police Sergeant promotional interviews is May 8 or 9.

MISCELLANEOUS ACTIVITIES

HR Assistant submitted MSEC Public Employer's Compensation, MSEC Health and Welfare Survey. HR Assistant presented four (4) orientations during March Sept/Div Secretary, Temporary Dispatchers. CIRSA Loss Control Audit was held on March 24. Results were favorable for the City. All departments completed their portions with great marks. A video, "Safety Management" is being viewed by Supervisory personnel for bonus points.

HR Assistant attended MSEC Wage and Hour training on March 13 in Ft. Collins. The class was very well presented and public entity information was very helpful.

On March 14, HR Assistant attended MSEC Public Employer's Conference in Denver. The presentations pertained to present day situations in HR.

One Police Officer written test was given during the month of March.

HR Assistant attended training from NPAC on March 18. This training is for City staff to support during an emergency situation such as the flood last fall. Emergency on-the-go pack is being implemented by Front Line Support Staff to have during such an emergency in the future.

HR Assistant attended the work session for the presentation from the consultant for obtaining City Manager, compiled pictures and reviewed content for advertising for the position of City Manager. Information will be placed on NEOGOV with contact information for submitting resumes.

MUNICIPAL COURT
MARCH 2014 MONTHLY REPORT

DESCRIPTION	Mar 2014	Mar 2013	Mar Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
ARRAIGNMENTS	43	61	-30%	108	149	-28%	189	-43%
JUVENILE CASES	10	2	400%	16	21	-24%	22	-26%
TRAFFIC	3			5			1	525%
NO INSURANCE							1	-100%
NO SEAT BELT								
SPEEDING					1	-100%	1	-100%
UNDERAGE POSS OF TOBACCO					1	-100%	1	-100%
POSS. OF MARIJUANA/DRUG PARAPHERNALIA					6	-100%	3	-100%
THEFT	2			4	4		3	33%
DISTURBING THE PEACE/NOISES	2	1	100%	2	4	-50%	3	-33%
RESISTING ARREST/FAILURE TO COMPLY							0	-100%
INJURING/DEFACING PROPERTY	2			2	1	100%	0	400%
TRESPASSING				1			2	-50%
UNDERAGE POSS/CONS ALCOHOL/PROCURE		1	-100%	1	3	-67%	5	-78%
CURFEW FOR MINORS								
OTHER	1			1	1		2	-44%
ADULT CASES	33	59	-44%	92	128	-28%	167	-45%
TRAFFIC	7	6	17%	19	13	46%	23	-19%
NO INSURANCE	3	3		7	7		13	-46%
NO SEAT BELT							17	-100%
SPEEDING	1	1		10	3	233%	20	-50%
PARKING	1	2	-50%	4	9	-56%	18	-78%
POSS. MARIJUANA/DRUG PARAPHERNALIA		2	-100%	2	9	-78%	12	-83%
THEFT	4	16	-75%	21	24	-13%	13	67%
DISTURBING THE PEACE/NOISES	3	1	200%	4	7	-43%	6	-31%
RESISTING ARREST/FAILURE TO COMPLY	1			1	1		2	-44%
INJURING/DEFACING PROPERTY					5	-100%	2	-100%
TRESPASSING	1	1		3	3		5	-42%
UNDERAGE POSS/CONS ALCOHOL	9	20	-55%	14	33	-58%	21	-32%
SALE / PROCUREMENT / OPEN CONTAINER		5	-100%	1	5	-80%	2	-44%
OTHER	1			2	3	-33%	4	-52%
ANIMAL	2	2		4	6	-33%	8	-52%
NUISANCES							6	-100%
JUVENILE ARR'S FOUND GUILTY	6	1	500%	8	13	-38%	10	-17%
JUVENILE ARR'S DISMISSED	1			2			7	-71%
JUVENILES PLACED ON PROB/DJ/UPS	6	2	200%	9	13	-31%	9	-2%
JUVENILE VIOLS OF PROB/DJ/UPS					3	-100%	1	-100%
JUVENILE FTA/PWL							17	-100%
ADULT ARR'S FOUND GUILTY	14	24	-42%	35	53	-34%	62	-43%
ADULT ARR'S DISMISSED	1	3	-67%	2	7	-71%	32	-94%
ADULTS PLACED ON PROB/DJ/UPS	7	21	-67%	17	37	-54%	27	-38%
ADULT VIOLS OF PROB/DJ/UPS				2	1	100%	4	-47%
ADULT FTA/PWL	3	2	50%	15	5	200%	29	-48%

DESCRIPTION	Mar 2014	Mar 2013	Mar Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	24	36	-33%	75	114	-34%	129	-42%
CONTINUANCE/SET FOR TRIALS/ETC	11	24	-54%	31	58	-47%	41	-25%
CASES REVIEWED	18	40	-55%	116	165	-30%	132	-12%
TRIALS FOUND GUILTY	3	4	-25%	13	14	-7%	15	-13%
TRIALS FOUND NOT GUILTY				1	3	-67%	106	-99%
TRIALS DISMISSED	1	5	-80%	5	11	-55%	20	-75%
NEW CHARGES PROCESSED	99	75	32%	142	214	-34%	331	-57%
NEW WARRANTS	9	16	-44%	38	36	6%	42	-10%
DAYS JUVENILES SENT TO DETENTION					4	-100%	58	-100%
DAYS ADULTS SENT TO JAIL					50	-100%	28	-100%
PAID TICKETS	30	19	58%	91	87	5%	216	-58%
PAID WITH AUTO POINT REDUCTION	14	11	27%	51	51		58	-13%
PAID AS REGULAR TICKET	16	8	100%	40	36	11%	114	-65%
FROM PWL TO WARRANT							1	-100%

POLICE DEPARTMENT

MARCH 2014 MONTHLY REPORT

During March 2014, the police department responded to 1,065 Calls for Service, a 22 percent increase over the 875 Calls for Service responded to in March of 2013. The year-to-date calls for service at the end of March 2014 were 2,872, a 14 percent increase over the 2,514 calls noted at the end of March 2013.

Officers responded to 27 traffic accidents during the month of March, which represents a 59 percent increase over the 17 responded to in March of 2013. Officers issued 33 penalty assessments during March 2014, which is an 43 percent increase over the 23 penalty assessments issued in March 2013. Officers also issued 252 warning tickets during March 2014, a 70 percent increase over the 148 warning tickets issued in March 2013. Officers arrested seven drivers on DUI charges during March 2014, which is a 13 percent decrease from the eight DUI arrests in March of 2013.

Among the criminal offenses reported were two kidnapping/abduction offenses, one sex offense, one robbery, four assault offenses, six burglaries, 22 larceny/thefts, no motor vehicle thefts, four fraud offenses, twelve vandalisms, four drug violations, and two weapon violations. The value of property stolen during the month was \$10,860 and \$1,000 was recovered. Officers arrested 25 adults and four juveniles, for a total of 29 arrests in March 2014. This is 24 less arrests or a 45 percent decrease over the total of 53 arrests made in March of 2013.

In March, the Youth Services Division received 13 youth referrals (7 males and 6 females). Youth received referrals from the following: 16 from the Sterling Police Department, and one from a school.

Officers responded to 39 calls at local liquor establishments, with 35 calls being reported in March of 2013.

Sterling Police officers and staff completed 889.60 hours of training during the month of March 2014. Officer Michael Hart completed the intensive Field Training Officer Program on March 22 2014.

DESCRIPTION	Mar 2014	Mar 2013	Mar Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	1,065	875	22%	2,872	2,514	14%		
MOTOR VEHICLE ACCIDENTS	27	17	59%	77	59	31%	62	25%
CRIMINAL OFFENSES	102	151	-32%	322	403	-20%	353	-9%
GROUP "A" OFFENSES	59	78	-24%	170	216	-21%	194	-12%
GROUP "B" OFFENSES	43	73	-41%	152	187	-19%	162	-6%
VANDALISM	12	12		31	34	-9%	34	-8%
ARRESTS								
ADULTS	25	48	-48%	120	136	-12%	154	-22%
JUVENILES	4	5	-20%	7	16	-56%	15	-54%
PROPERTY								
STOLEN	10,860	17,788	-39%	67,484	85,923	-21%	67,700	0%
RECOVERED	1,000	5,344	-81%	23,735	12,684	87%	16,342	45%
MUNICIPAL CHARGES								
PA'S	33	23	43%	89	78	14%	236	-62%
CRIMINAL CHARGES	17	32	-47%	52	93	-44%	74	-30%
WARNINGS	252	148	70%	533	357	49%	792	-33%
STATE CHARGES								
TRAFFIC	30	28	7%	73	70	4%	104	-30%
DUI'S	7	8	-13%	12	17	-29%	17	-28%
CRIMINAL CHARGES	20	35	-43%	72	109	-34%	88	-18%
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	7	23	-70%	25	54	-54%	42	-41%
FEMALE	6	20	-70%	24	38	-37%	24	
TOTAL	13	43	-70%	49	92	-47%	66	-26%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	12	39	-69%	46	82	-44%	59	-22%
LOGAN COUNTY SHERIFF'S OFFICE					3	-100%	1	-100%
DISTRICT COURT							1	-100%
STATE PATROL/OTHER JURISDICTION		1	-100%		1	-100%	1	-100%
PARENT/SELF		1	-100%		1	-100%	1	-100%
SCHOOL	1	2						

STERLING FIRE DEPARTMENT

MARCH 2014 MONTHLY REPORT

- CHIEF VOGEL

Led City Safety Committee meeting

Led Command Staff meeting

Met with Sterling Correctional Facility staff about medical calls

Attended a Certified Public Manager conference

Met with the County Commissioners about EMS

Met with a startup Sterling Emergency Communications Center advisory board committee

Attended lunch with Bob Owens and Chief Kerr

Grant Hearing on EMS Equipment (Captain Ritter attended)

Logan County Fire Chiefs Meeting in Fleming CO. (Captain Ritter attended)

- STATION ACTIVITIES

Dive team training (Dive for a Dozer)

2 Days "Fools" training



Dive Team preparing for a Citizens assist which also was used for training for dive team. A piece of farming equipment was in the bottom of a pond. Divers entered the water and attached a tow rope so the tractor could be extracted from the water.





All firefighters attended a 2 day training held in Sterling. Day 1 drills were to operate as a part of the Sterling Fire Department on 5 different drill stations, including RIT, Thermal Imaging, hose/fire streams, ladders and forcible entry. Day 2 consisted of cumulative drill operations including incident command, site survey and drills from day 1.

DESCRIPTION	Mar 2014	Mar 2013	Mar Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
FIRES								
City	8	1	700%	14	3	367%	7	100%
Rural	6	5	20%	11	9	22%	14	-21%
Total	14	6	133%	25	12	108%	21	19%
EMS/RESCUE								
City	86	81	6%	266	232	15%	186	43%
Rural	42	39	8%	116	85	36%	42	175%
Total	128	120	7%	382	317	21%	234	63%
HAZARDOUS CONDITION								
City	3	4	-25%	7	15	-53%	49	-86%
Rural	1	1		3	5	-40%	14	-79%
Total	4	5	-20%	10	20	-50%	63	-84%
TOTAL 911 SERV CALLS								
City	119	89	34%	205	270	-24%	245	-16%
Rural	49	46	7%	107	109	-2%	73	47%
Total	168	135	24%	312	379	-18%	318	-2%
AVERAGE RESPONSE TIME								
City	5.0	4.3	16%	9	13	-30%	13	-27%
Rural	10.0	14.5	-31%	28	22	29%	32	-11%
Overall Average	7.50	9.40	-20%		6.31	-100%	22	-100%
GENERAL ALARMS								
Total General Alarms	5	6	-17%	7	13	-46%	12	-44%
Average Number of Firefighters	3	14	-79%	10	12	-15%	32	-69%
BUILDING FIRES								
Total Building Fires	3	1	200%	4	3	33%	5	-23%
Fires Confined to Rm of Origin	1						1	-100%
TRAINING HOURS								
Career Hours	855	254	237%	1,326	1,437	-8%	1,072	24%
Volunteer Hours	252	78	223%	200	216	-7%	171	17%
Total Hours	1,107	332	233%	1,526	1,653	-8%	1,242	23%
Average Career Hours	57.0	17	237%	88.4	95.8	-8%	71	24%
Average Volunteer Hours	21.0	7	223%	16.7	18.0	-7%	14	17%
FIRE INSPECTIONS								
New Inspections	43	92	-53%	86	221	-61%	160	-46%
Re-Inspections	38	22	73%	60	46	30%	53	12%
Total Inspections	81	114	-29%	146	267	-45%	213	-32%
HYDRANT INSPECTIONS		0					0	-100%

PUBLIC WORKS DEPARTMENT

MARCH 2014 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of March with a high temperature of 75° recorded at the Sterling Municipal Airport on the 9th. Evening temperatures also fluctuated similarly with a low of the month being 0° on the evening of the 1st and a high evening low of 36° recorded on the 10th. The station located east of Sterling recorded a total precipitation of .0" for the month. However, at Sterling Municipal Airport there was a total of .46" recorded in the month of March. (The current weather monitoring device at the water station is under repair.)

MONTHLY CLIMATOLOGICAL SUMMARY for MAR. 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 TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	7.6	15.8	12:30a	0.9	11:00p	57.4	0.0	0.00	12.1	25.0	7:00a	ENE
2	9.7	18.9	2:30p	1.1	12:30a	55.3	0.0	0.00	5.6	16.0	9:00p	SSE
3	32.5	61.7	3:00p	10.1	1:30a	32.5	0.0	0.00	6.5	25.0	2:00p	E
4	41.0	55.6	2:00p	30.3	6:30a	24.0	0.0	0.05	6.9	30.0	8:00p	NNE
5	40.7	55.7	3:00p	29.1	6:30a	24.3	0.0	0.00	4.1	24.0	12:30p	WNW
6	44.9	62.6	3:30p	27.7	6:30a	20.1	0.0	0.00	3.6	18.0	12:00m	SSW
7	39.6	52.0	1:00a	34.1	10:30p	25.4	0.0	0.13	8.4	28.0	1:30a	NNE
8	41.5	55.7	3:30p	29.4	6:30a	23.5	0.0	0.00	4.6	20.0	10:30a	S
9	50.5	75.6	3:30p	28.8	7:30a	15.6	1.6	0.00	10.4	30.0	4:30p	S
10	54.2	75.2	4:30p	36.2	8:00a	12.6	1.8	0.00	6.3	25.0	1:30p	S
11	38.9	54.9	1:30a	28.5	12:00m	26.1	0.0	0.01	13.7	40.0	1:30p	NNE
12	37.4	53.1	4:00p	24.2	4:30a	27.6	0.0	0.00	7.6	25.0	12:00p	W
13	42.4	64.3	4:30p	20.3	7:00a	22.6	0.0	0.00	6.6	24.0	11:00p	S
14	46.3	65.2	5:00p	29.0	7:30a	18.7	0.0	0.00	7.4	23.0	3:00p	SSW
15	42.3	50.2	8:30a	30.8	2:00a	22.7	0.0	0.01	15.4	43.0	11:00a	NNW
16	45.1	63.8	5:30p	28.4	8:00a	19.9	0.0	0.00	5.5	24.0	4:00p	S
17	51.2	71.7	2:30p	33.2	5:30a	14.7	0.9	0.00	12.9	43.0	11:30p	S
18	35.1	45.2	12:30a	28.7	12:00m	29.9	0.0	0.00	14.5	39.0	11:00a	NW
19	36.6	53.5	4:00p	20.0	7:00a	28.4	0.0	0.00	5.7	27.0	11:30a	S
20	43.6	67.6	3:30p	21.3	7:00a	21.5	0.1	0.00	5.5	27.0	12:00m	S
21	38.8	48.8	4:30p	26.4	7:00a	26.2	0.0	0.00	9.5	27.0	12:30a	N
22	25.7	31.7	12:30a	18.2	11:30p	39.3	0.0	0.00	9.9	26.0	3:00p	E
23	36.0	58.6	5:30p	18.9	12:30a	29.0	0.0	0.00	6.2	29.0	9:00p	SSE
24	36.9	46.7	5:30p	29.5	7:30a	28.1	0.0	0.01	6.3	20.0	4:00p	NNE
25	41.3	63.9	5:30p	23.2	6:30a	23.7	0.0	0.00	6.6	28.0	12:00p	SSE
26	50.4	74.2	3:30p	23.5	6:00a	16.2	1.6	0.12	7.2	34.0	8:30p	S
27	43.2	52.0	3:00p	35.4	12:00m	21.8	0.0	0.11	7.3	20.0	5:30a	NE
28	43.7	55.1	3:00p	30.8	12:00m	21.3	0.0	0.02	9.2	30.0	11:00a	NW
29	48.5	68.8	5:00p	27.5	5:30a	16.8	0.3	0.00	7.1	27.0	10:00a	SSW
30	55.7	75.2	5:00p	34.9	3:00a	11.6	2.4	0.00	10.4	53.0	11:30p	S
31	44.6	53.2	12:30a	32.1	10:30p	20.4	0.0	0.00	19.8	55.0	12:30p	WNW
<hr/>												
	40.2	75.6	9	0.9	1	777.2	8.7	0.46	8.5	55.0	31	S

Max >= 90.0: 0
 Max <= 32.0: 3
 Min <= 32.0: 25
 Min <= 0.0: 0
 Max Rain: 0.13 ON 03/07/14
 Days of Rain: 5 (>.01 in) 3 (>.1 in) 0 (>1 in)
 Heat Base: 65.0 Cool Base: 65.0 Method: Integration

STREET/SANITATION DIVISIONS

The resources spent sweeping City streets: 190 miles being swept throughout the month of March.

The division expended 6,270 pounds of material for crack sealing and expended 2,030 pounds of cold mix-asphalt in pothole repair.

The division repaired 12 traffic control signs, replaced 7 control signs and installed 1 new sign throughout the City.

There were 2 loads of snow removed from City streets.

The sanitation division collected 5 tons of loose trash throughout the month. However, they collected 371 tons of compacted trash. This compacted trash is a 7% increase compared to a year ago. Under time and material removals there were 0 tons this month.

DESCRIPTION	Mar 2014	Mar 2013	Mar Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
STREET MAINTENANCE								
Streets Swept (Blocks)		602	-100%		1,275	-100%	1,430	-100%
Streets Swept (Miles)	190			440				
Sweeper Water-Dust Control (Gals)	4,500	7,800	-42%	9,250	16,000	-42%	20,746	-55%
Flushing Streets (Gals)								
Gravel/ABC-Alleys (Tons)							79	-100%
Gravel/ABC-Streets (Tons)							517	-100%
Grading Alleys (Blocks)							205	-100%
Grading Streets (Blocks)							131	-100%
Grade Parking Lots (Blocks)								
Excavate Sub-base (Cu Yds)							49	-100%
Excavate Asphalt (Tons)							13	-100%
Excavate Concrete (Tons)								
Structure Backfill (Tons)							156	-100%
Backfill-Pit Run & Yard Stock Dirt (Cu Yds)				19			140	-86%
Hot Bituminous Mix (Tons)							9	-100%
Emulsion/Tack Oil (Gals)								
Cold Mix-Asphalt (Tons)		0	-100%		1	-100%	483	-100%
Catchbasins - Altosid Briquets								
Catchbasins Cleaned (Each)	197	133	48%	280	133	111%	278	1%
Painting-Parking (Gals)		1	-100%		1	-100%	1	-100%
Painting-Crosswalks (Gals)							1	-100%
Painting-Curbs (Gals)		6	-100%		6	-100%	1	-100%
Painting-Symbols (Gals)								
Painting-Lanes(Gals)								
SIGN MAINTENANCE								
Traffic Control-Repair (Each)	12	1	1100%	26	5	420%	6	364%
Traffic Control-Replace (Each)	7			30	2	1400%	32	-7%
Traffic Control-Install (Each)	1			4	1	300%	39	-90%
Traffic Control-Remove (Each)				11			36	-69%
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)	2	15	-87%	311	119	161%	246	27%
Salt/Sand Mix Material (Tons)		47	-100%	223	215	4%	180	24%
Plowed/Sanded Streets (Miles)		385	-100%	3,436	1,372	150%	1,825	88%
SANITATION								
Loose Trash/Debris Collection:WO (Tons)	5	81	-93%	8	273	-97%	108	-92%
Compacted Trash Collection (Tons)	371	346	7%	980	964	2%	1,032	-5%
Alley Debris/Trash Removal: T & M (Tons)		16	-100%	6	21	-71%	7	-9%
Yard: Sweepings + Misc Debris (Tons)	352	110	220%	508	150	238%	274	86%
Container Repairs-90 Rollouts (Each)	6	6		19	11	73%	37	-49%
Container Repairs-Dumpsters (Each)	76	17	347%	183	105	74%	140	31%
Level Dumpsters - Gravel Base Pad	1	6	-83%	2	6	-61%	2	47%
Weed Control-Mowing (Hours)								
Weed Control-Burning (Hours)								
MATERIAL PROCESSING								
Haul Materials from Vendor Yard (Tons)	70			778	239	225%	337	131%
Haul Materials from Project Site (Cu Yds)	78			182	81	126%	681	-73%
Haul Pulverized Asphalt/Millings (Cu Yds)	60	11	455%	74	11	585%	93	-21%
MISCELLANEOUS								
Haul Rip Rap Materials--Concrete		6	-100%		6	-100%	1	-100%
Crack Sealing (pounds)	6,270	8,940	-30%	14,980	27,150	-45%	28,913	-48%
Grading Alleys (Hours)	57			58				
Grading Streets (Hours)	7			7				
Grade Parking Lots (Hours)								
Cold Mix Asphalt (Pounds)	2,030			10,430				

WATER/SEWER DIVISION

The water division produced 60,147,600 gallons, an 11% increase compared to March a year ago, and a 13% decrease in hours logged. Furthermore the division responded to 164 requests for locates throughout the month. The meter reader read 5,444 meters resulting in 78 turn-offs for delinquent payment, 17 investigations for high usage and 19 investigations for zero consumption. The division continued the testing regime necessary for the health department regulations, responded to 38 and cleared 48 SCADA alarms at the time of reporting.

The sewer division cleaned 600 feet of sewer line throughout the month.

The sewer division responded to 181 requests for locates.

MISCELLANEOUS - OTHER								
Concrete Blocks Built (No.)								
Water Main Leak Detection (Feet)							6	-100%
METER SECTION								
METERS (No.)								
Meters Read	5,444	4,978	9%	15,728	15,146	4%	13,441	17%
Meter Turn-offs (for repair)	7	2	250%	44	30	47%	39	13%
Meter Turn-offs (delinquent)	78	60	30%	269	214	26%	197	36%
Meter Turn-ons (all)	89	72	24%	294	235	25%	223	32%
METER MAINTENANCE (No.)								
Meters Repaired - In House								
Meters Repaired - In Field							4	-100%
Meters Repaired - Manufacturer								
METER INVESTIGATIONS (No.)								
Zero Consumption	19	30	-37%	78	78		16	400%
High Usage	17	8	113%	38	46	-17%	92	-59%
Leaking in Meter Pit		1	-100%		8	-100%	2	-100%
METER PIT MAINTENANCE (No.)								
Curb Stops Repaired								
METER PIT INSTALLATION (No.)								
Meter Pits Installed								
MISCELLANEOUS - OTHER (No.)								
Concrete Risers Manufactured								
Meter Pits Manufactured								
OPERATIONS SECTION								
WELL METERS (No.)								
Well Meters Read	13	13		39	49	-20%	49	-20%
Park Meters Read	17	13	31%	51	37	38%	59	-14%
WELL HOUSE MAINTENANCE (No.)								
Motors Checked	247	224	10%	680	757	-10%	1,090	-38%
Well Building Security Checked	266	232	15%	714	760	-6%	1,668	-57%
WELL MAINTENANCE (No.)								
Well GPM Check								
Well Check for Sand								
Well Static Level								
Well Draw Down								
Well Air Check							114	-100%
GROUND STORAGE TANKS (No.)								
7.5 MG Tank Checked	21	24	-13%	66	79	-16%	142	-54%
7.5 MG Tank Level Checked	21	25	-16%	66	80	-18%	142	-54%
2.0 MG Tank Checked	21	25	-16%	66	80	-18%	142	-54%
2.0 MG Tank Level Checked	21	25	-16%	64	80	-20%	142	-55%
Security Checks	21	25	-16%	66	80	-18%	142	-54%
ELEVATED STORAGE TANKS (No.)								
0.25 MG North Checked	73	50	46%	193	144	34%	209	-8%
0.25 MG North Level Checked	73	50	46%	193	144	34%	209	-8%
0.25 MG South Checked	73	50	46%	189	144	31%	209	-10%
0.25 MG South Level Checked	71	50	42%	191	144	33%	209	-9%

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.)								
Catchbasins Constructed (No.)								
Catchbasins Inspected (No.)								
Catchbasins Repaired (No.)								
Catchbasins Replaced (No.)								
Catchbasins Cleaned (No.)							2	-100%
Storm Sewer Line Locates (No.)	27	14	93%	71	45	58%	165	-57%
Storm Sewer Manhole Locates (No.)	15	7	114%	65	34	91%	313	-79%
Call Customer by Phone							1	-100%

AIRPORT DIVISION

The airport division witnessed 179 operations during the month of March. Throughout the month this division sold 1,930 gallons of fuel, which is a 2% increase from March 2013. However the total year-to-date of 5,537 gallons of fuel, is also a 2% decrease compared to a year ago.

DESCRIPTION	Mar 2014	Mar 2013	Mar Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
OPERATIONS BY A/C TYPE								
A/C Single Engine	124	93	33%	264	265	0%	312	-15%
A/C Multi Engine	11	12	-8%	25	28	-11%	33	-23%
Helicopter	4	8	-50%	38	32	19%	49	-22%
Turbojet	40	42	-5%	96	90	7%	130	-26%
Other Types								
TOTAL OPERATIONS	179	155	15%	423	415	2%	523	-19%
AVIATION FUEL DISPENSATION								
Avgas (Gals.)	780	694	12%	1,782	2,082	-14%	2,247	-21%
Jet-A (Gals.)	1,150	1,196	-4%	3,755	3,587	5%	6,041	-38%
TOTAL FUEL	1,930	1,890	2%	5,537	5,669	-2%	8,288	-33%

CODE ENFORCEMENT DIVISION

There were 0 permits issued for new residential work with a construction value of \$0 in the month of March. There were 8 permits for residential additions/alterations with a construction value of \$29,566.00. There were 0 permits issued for new non-residential work with a construction value of \$0 in the month of March. Furthermore there was 1 permit for non-residential additions and/or alterations with

Value							21,240	-100%
TOTALS - NEW NONRESIDENTIAL								
Permits		3	-100%	1	4	-75%	2	-50%
Value		497,362	-100%	118,267	524,337	-77%	514,467	-77%
NONRESIDENTIAL ADD/ALTERATIONS								
Nonresidential Add/Alterations 437								
Permits	1	2	-50%	9	6	50%	13	-30%
Value	135,603	143,165	-5%	278,328	228,610	22%	584,505	-52%
DEMOLITIONS								
Single-Family 645								
Two-Family 646								
Three & Four Family 647								
Five or More Family 648								
Others 649								
PERMITS AND FEES								
Building								
Permits	9	14	-36%	39	29	34%	41	-5%
Fees	4,713	33,119	-86%	17,372	37,351	-53%	40,830	-57%
Demolitions								
Permits							1	-100%
Fees							24	-100%
Fence								
Permits	2	2		4	3	33%	9	-55%
Fees	40	40		80	60	33%	172	-53%
Mechanical								
Permits	3	5	-40%	10	14	-29%	11	-11%
Fees	114	128	-11%	258	468	-45%	394	-35%
Sign								
Permits	1	3	-67%	5	5		5	
Fees	20	100	-80%	100	140	-29%	124	-19%
Excavation								
Permits	6	6		14	11	27%	9	52%
Fees	60	35	71%	120	35	243%	93	29%
Manufactured Home Hookups								
Permits				2			1	233%
Fees				150			45	233%
Miscellaneous								
Permits	7	14	-50%	16	28	-43%	48	-67%
Fees	922	1,556	-41%	1,613	4,866	-67%	9,192	-82%
TOTALS - PERMITS AND FEES								
Permits	28	44	-36%	90	90		125	-28%
Fees	5,869	34,978	-83%	19,693	42,920	-54%	50,873	-61%
Nuisance Violations								
Vehicle Violations	30	26	15%	87	107	-19%	127	-32%
Grass/weed Violations							1	-100%
Miscellaneous Violations	53	75	-29%	407	366	11%	179	128%
Totals-Nuisance Violations	83	101	-18%	494	473	4%	307	61%

PARKS, LIBRARY AND RECREATION DEPARTMENT
MARCH 2014 MONTHLY REPORT

DEPARTMENT OVERVIEW:

There was one pavilion reservation for the month of March, for a year-to-date total of Two (2). There were Five (5) Facility Use Reservations for the month of March, for a year-to-date total of Fifteen (15).

No funds were paid out in the Tree Planting program, for a year to date total of \$0. No funds were paid out in the Tree Removal Program, for a year to date total of \$0.

There were 3 Memorial Benches purchased in the Month of March.

The Department Secretary position was filled at the end of March by Cassia Freeland. She is currently learning all of the Duties she is to perform daily. She has already been to a PLR Staff meeting, and prepared the April Agenda and Mailings for the Board Meeting.

The PLR Director Attended Several meetings this month:

3-4-14: Downtown Improvement Meeting

3-5-14: Downtown Improvement Meeting

3-6-14: Management Staff Meeting
PLR Secretary Interviews

3-11-14: PLR Board Meeting
City Council Meeting

3-12-14: Kiwanis Program

3-13-14: Management Staff Meeting
Chamber Board of Directors Meeting

3-20-14: Management Staff Meeting

3-24-14: Meeting with Jay from CIRSA

3-25-14: City Council Meeting

3-26-14: Bike Lanes in Sterling Meeting

3-27-14: Management Staff Meeting

3-28-14: Cable Franchise Negotiations Meeting

3-31-14: Security Meeting

PARKS, CEMETERY, AND FORESTRY MONTHLY REPORT FOR MARCH 2014

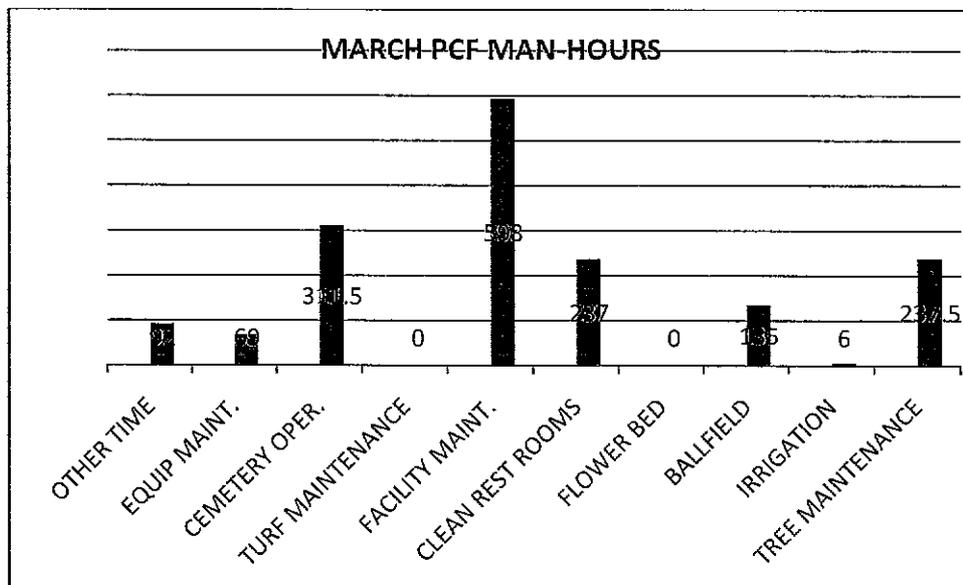
Parks – Park crew had forty three and a half hours of snow removal. Park crew has cleaned the ditch out at Pioneer Park. The whole crew gathered up items for the sale which was held on the 31st. Park crew has helped out with prepping ball fields for games. Park crew took the sweeper out and swept along Hwy 6 sidewalk and cleaned it up.

Cemetery – During March there were seven opening and closings, four full burials and three cremations. There were a total of one hundred twelve graves repaired this month. Routine maintenance is being taken care of as needed. The mowers have been prepped and ready to start the season mowing.

Forestry – The foresters completed four action requests, trimming five tree's and removing seven trees. They picked up three fallen branches, and removed two hanger's. They removed thirteen tree stumps in the month. They hauled two loads to the dump this month. Also they replaced five light bulbs.

Ongoing PCF projects:

- Perform all routine maintenance activities, action requests and stump grinding as necessary.
- Performing routine maintenance in restrooms
- Beginning of park limb and tree cleanup.
- Cemetery crew tamping sunken areas.
- Weather permits replacing sand volley ball net at Prairie Park
- Weather permits install blender spinner at Prairie Park
- Weather permits pour concrete for benches. At library and Pioneer Park
- Cemetery getting ready for sod



DESCRIPTION	Mar 2014	Mar 2013	Mar Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
PARKS								
Man-hours of equip maint (all PCF)	69	61	13%	69	286	-76%	403	-83%
Facility reservations	5	4	25%	6	4	50%	7	-17%
Restroom cleanings/inspections	237	133	78%	592	361	64%	341	73%
Man-hours of ballfield preparation		81	-100%		141	-100%	206	-100%
CEMETERY								
Opening/Closing	7	10	-30%	24	28	-14%	29	-18%
Cremains - Opening/Closing	3	8	-63%	9	12	-25%	10	-8%
Spaces sold	7	5	40%	11	14	-21%	15	-27%
Monument permits							10	-100%
Graves repaired/raised	112	68	65%	290	158	84%	235	23%
Niches Sold	4	2	100%	6	7	-14%	6	3%
FORESTRY								
Trees trimmed	5	13	-62%	33	95	-65%	83	-60%
Trees removed	7	8	-13%	19	20	-5%	43	-56%
Action Requests completed	4	6	-33%	10	15	-33%	14	-26%
Trees planted							5	-100%
Stumps removed	13			22			6	293%

LIBRARY

The patron count for Sterling Public Library from March 1 through March 31, 2014 was 4066.

The library had 6 Community Servants for a total of 32 hours of community service. Eleven volunteers worked 38 hours. Total volunteer hours for the month of March were 70.

Sterling Public Library made 197 interlibrary loan requests of other libraries and received 160 items. Other libraries made 220 interlibrary loan requests and Sterling Public Library loaned 252 items. Lending libraries were unable to fill 34 requests and Sterling Public Library was unable to fill 28 requests. Total interlibrary loan requests were 417 and 412 items were circulated.

Janet Bigler reported 11 tutors worked with 26 students for 119.5 hours during March.

Crafty Characters celebrated Bonza Bottler Day. There were 16 kids and 7 adults who attended. The kids made a shamrock wreath.

Our Marvelous Monday program on March 17th celebrated St. Patrick's Day. There were 10 kids and 6 adults attending. Denise shared stories about St. Patrick's Day and the kids made leprechaun hats.

The library held its annual Quilt Show during March. There were 50 quilts displayed this year. Each quilt was unique and very beautiful. Kathy Good won the People's Choice Award with a quilt made by her grandmother. A quilter's reception was held on March 28th with 18 people attending. The quilters talked about their quilts and enjoyed refreshments.

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

Erica Kallsen, Vickie Wettstein and Denise Ladd attended the Clc workshop in Ft. Morgan on March 29th. There were three sets of sessions offered during the day on various library topics.

Cheryl Schulte provided Our Time on two Thursdays during March. The groups of 7 and 8 listened to stories and completed a craft.

The 1000 Books Before Kindergarten program was started 1 year ago. To date there are 172 children registered. Sixty three have read at least 100 books and 9 have read 1000 books and completed the program.

PROJECT UPDATE:

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

We do not have Dial-a-Story stats for the month. Connie Chambers, Cheryl Schulte, Amanda Sandoval, Erica Kallsen and Dorothy Schreyer read stories. The stories can be heard by calling 522-6808.

DESCRIPTION	Mar 2014	Mar 2013	Mar Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
Books Checked Out	8,492	7,891	8%	22,998	23,033	0%	23,812	-3%
Digital check-out	825	743	11%	2,435	2,208	10%	769	217%
In-house Circulation	307	287	7%	876	1,009	-13%	2,605	-66%
Volunteer Hours	38	49	-22%	119	147	-19%	59	102%
Story Time Attendance	113	80	41%	280	287	-2%	238	18%
Summer Reading Program								
Reference Questions	495	502	-1%	1,337	1,780	-25%	2,589	-48%
Books Placed on Hold	308	310	-1%	1,180	1,108	6%	1,310	-10%

Inter-Library Loans								
Borrowed requests	197	207	-5%	565	693	-18%	652	-13%
Loaned requests	220	233	-6%	588	659	-11%	727	-19%
Total	417	440	-5%	1,153	1,352	-15%	1,379	-16%
Library Meeting Room Use	33	45	-27%	101	122	-17%	66	53%
Patrons Using Facility	4,066	4,616	-12%	11,643	13,054	-11%	13,227	-12%
Hours Tutoring	120	148	-19%	407	418	-3%	379	7%
Internet use	1,586	1,920	-17%	4,639	5,564	-17%	4,868	-5%

RECREATION DIVISION

ADULT/YOUTH DODGEBALL: In 2014, we started Adult/Teen Dodgeball. There were 10 teams competing in the open division. There were 96 participants in the program. Total participant and spectator visits to the Sterling Middle School on Tuesday evenings accounted for approximately 300 visits in March, 2014. Teams officiated their own games with Gym Supervisors ruling if they could not agree. The new program was very successful and participants seemed to have a real positive and fun experience. The program provides part-time employment for 2 adult gym supervisors. The season ended March 14th.

SPRING VOLLEYBALL: Adult Spring Volleyball is in progress, play began March 10th. There are 24 teams participating in 4 different divisions. Overall, there are 5 more teams than there were in 2013. March accounted for 243 participant visits and 280 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 May 16th, 2014.

ADULT BASKETBALL: There were 25 teams in the City League Adult Basketball Program in 2014. This was up 1 team from 2013. There were 8 teams in the Men's "A" division, 12 teams in the Men's "C" division, and 5 teams in the Women's Open division that participated. The season ended March 6th. Total participant and spectator visits to the Sterling Middle School on Monday and Thursday evenings accounted for approximately 322 visits in March, 2014.

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 Slow-pitch leagues. Registration for Adult Softball will continue through April 30th.

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 16th. Play for all leagues begin May 27th.

SUMMER ADULT SAND VOLLEYBALL LEAGUES: We are again considering offering a Summer Adult Sand Volleyball league. We attempted to start a league last year later in the summer but it did not go through. We decided to try it earlier in the season this year. We would run the women's and co-rec. leagues as an extension of the Adult Volleyball Program. The Fee would be \$50 per team for an 8 game league. We would have the teams officiate their own games and just provide a supervisor for the matches. The City will incur very little cost if we run the leagues this way.

OPEN GYM DISCONTINUED: The Recreation Division offered Open Gym on Wednesday evenings from 6:30 – 8:00 p.m. We provided a Gym Supervisor to monitor and take care of the SMS gyms. The number of participants was low this year and SMS principal Bob Hall said that it was too expensive to keep a custodian for the low turnout. Open gym was discontinued.

RECREATION CENTER

SWIM TEAM REGISTRATIONS: We have been preparing for the 2014 Pre-Summer and Summer Swim Teams. Registration material was prepared and distributed in March. This year, in order to try to increase the size of our swim team, and in addition to the press releases we issue, a fun and informative flyer is being prepared to be sent home with all K – 10 students attending RE-1 schools. The flyer will be similar to the ones we send out advertising for Trick Or Treat Street and Santa City.

LIFEGUARD AND WATER SAFETY INSTRUCTOR SCHOOL: The Recreation Center has spent a great deal of time preparing for, arranging instructors, and contacting prospective students for the Lifeguard (L.G.T.) and Swimming Lessons Instructor (W.S.I.) classes. It is vital that the classes and training is done each year because all the Recreation Centers L.G.T. and W.S.I. come from these classes. Much of the same training for many other outdoor pools in Northeastern Colorado is also done here at our classes. This year, the classes will take place May 27 - 30.

OVERALL ADMISSIONS: March, 2014 total admissions were 3,663 visits. March, 2013 admissions were 3,219 visits. March, 2014, was up 444 patron visits from last year! This is a very large increase in admissions.

Paid admissions in March 2014, do not include the following free visits to the Sterling Recreation Center: 177 visits from Sterling High School P.E. students, 199 visits from the Sterling Middle School P.E. students, and 25 home school student visits. These 401 free visits to the Recreation Center by RE-1 students are provided through Intergovernmental Agreements. There were an additional 54 NJC students that used the Recreation Center for free due to Intergovernmental Agreements with NJC.

MERINO AFTER PROM: The Recreation Center was host to Merino High School's after prom. It started at 11:30 am on March 30th and went till 3:00 am on March 31st. There were 150 students and chaperones that attended. We had our older most experienced staff work the activity. We had one cashier and three lifeguards on duty. A table tennis table and an end table in the youth room were damaged, but the school has offered to pay for the damages.

CHILD ADMISSIONS: There were a total of 178 Child Admissions to the Recreation Center in March, 2014. In March, 2013 there were 148. This is up 30 visits from last year.

OVERLAND TRAIL MUSEUM

The museum has remained closed due to the September 2013 flood. Attendance this month was 65. This attendance number does not reflect construction and restoration people.

The museum staff continued to work on preparation for the April 4 opening. New labels were made for all of the case items and all items have been cleaned and thoroughly checked.

Dave and Beth Seat arrived this month and began the print shop equipment restoration. They will be here through April.

The High Plains Education Center had one rental this month. Several rentals have been booked for the summer.

School tour dates are almost 100% filled for April and May. Wagons West is filled. WalMart and Bank of Colorado are funding Wagons West (\$500. Each).

Press releases, advertising and radio promotion have been done for the April 4th opening of Journey Stories and the accompanying programs and events.

The tea committee met at the museum and finalized preparations for the April 30 tea. A new contract has been sent to the speaker, Lynne Swanson. Invitations have been sent for the opening reception.

Kay spent a day in Denver at the furniture restoration warehouse. All of the furniture except the upholstered pieces and the stagecoach are completed and ready to return to the museum. They will be returned the first week of April.

The last two story boards for the Logan County exhibit have been completed and sent to the printer. The exhibit is ready for opening. The International doll exhibit has also been worked on and near completion.

Construction in the main lobby continued during the month of March. The reception desk is completed. The painting has been completed. Flooring will be finished before the April 4 opening. We are still waiting on stair treads.

The Durango museum delivered the Journey Stories exhibit on March 20. Perry, Kay, Rod and Gary Rich installed the exhibit in two evenings, March 20 & 21. Staff is working on the tour presentation. The exhibit will close on May 17 and will be returned to Washington DC.

Museum Projects

MUSEUM FLOOD RESTORATION	Ongoing
Main Lobby construction	In Progress
Relocating Dr. Office exhibit	In progress
Oral History project	In Progress
Collections storage cleaning	In progress
Accessioning artifacts	Ongoing project
Archiving obits & anniversaries	Ongoing project

Cleaning buildings & artifacts
 Archive room
 Tannery
 Research Room
 Reorganization of photo archives
 Concrete work (gutters & sidewalks)

Ongoing
 In progress
 In progress
 Plans progressing
 In progress
 sidewalk to Karg barn on hold

} on hold

DESCRIPTION	Mar 2014	Mar 2013	Mar Change	YTD 2014	YTD 2013	YTD Change	5 yr YTD Avg	5 yr YTD Change
Numbers of Donors	2	3	-33%	4	6	-33%	7	-41%
Number of items donated	2	12	-83%	7	16	-56%	19	-64%
Number of School Visits				1	1		1	67%
Number of Students				10	12	-17%	7	52%
Prairie School Students								
Prairie School Teachers								
Number of Special Events	1	1		2	3	-33%	2	-9%
Total Attendance of Special Events	16	19	-16%	45	47	-4%	35	30%
Number of facility rentals	1	3	-67%	9	5	80%	1	650%
Number of Tour Buses								
Tour Bus Visitors								
States represented		9	-100%	1	44	-98%	34	-97%
Foreign Countries Represented					1	-100%	1	-100%
Total of All Visitors	65	253	-74%	323	620	-48%	581	-44%
Volunteer Hours		50	-100%	5	110	-95%	65	-92%
Square Foot, Bldg. Maintained	29,766	29,766		89,298	89,298		80,298	11%