

STERLING

A Colorado Treasure

MONTHLY REPORTS

November 2010

CITY MANAGER

NOVEMBER 2010 MONTHLY REPORT

City Manager:

City Manager Kiolbasa attended or met with the following:

- Attended status meeting regarding Library;
- Meeting with Michelle Kaiser regarding GOCO grant;
- Completed Directors' evaluations for 2010;
- Attended Northeast Colorado Managers meeting;
- Attended GOCO lunch meeting; and
- Meeting with Betty Summers regarding joint use of facilities.

Executive Secretary:

The Executive Secretary continues to do the packets for Council.

Executive Secretary Bornhoft attends the Administrative Staff meetings and prepares the minutes. She prepares the monthly reports, puts them on the web site and scans them into Laser Fiche for future reference.

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

With the passage of the 2011 budget, Connie assembled the budgets for distribution.

Emergency Management Coordinator (EMC):

EMC Owens was a guest host on the KSTC radio morning show "Cross Talk". He discussed dealing with domestic animals in a disaster and the Logan County Animal Response Team.

Bob met with the regional representative from Southern Star Pipeline. They talked about their safety protocols and future training and exercises that would utilize local responders.

The EMC attended the first session of the Colorado Emergency Manager Academy. The three-day class was held at the CDEM office in Centennial Colorado. This session was a two-part training that included a Rapid Needs Assessment class and a class on the updated version of the WebEOC program.

EMC Owens attended the monthly RE1 School Safety Committee meeting. They discussed the upcoming functional exercise, and the need to have a completed operational plan for reunification before the exercise committee can move forward.

The November Northeast Colorado Emergency Manager (NCEM) group met in Sterling. The 2011 EMPG grant paperwork and the new format of the application was discussed. There was also a presentation from Southern Star Pipeline that discussed safety protocols and emergency contacts.

The quarterly Logan County EMS Council meeting was held in November. Agenda items discussed were grant funds and how existing funding would be spent.

Bob held a meeting with local broadcast radio representative and the Sterling Communications Center. They discussed planning and protocols during an emergency event and how broadcast radio can be utilized during an emergency event. They developed a procedure for using broadcast radio after a R911 deployal to disseminate additional information. This should help cut back the call back volume to dispatch when citizens are requesting more information after a deployal.

The EMC attended a meeting with the Colorado Division of Emergency Management and the Colorado Department of Corrections. They discussed lessons learned after the August prisoner escape at the Sterling Correctional Facility. It was determined that future events would benefit from better communications between agencies and the improved use of the Incident Command system. The CDOC will be utilizing the statewide WebEOC program in the future, which will greatly enhance interagency communications.

EMC Owens worked on the Logan County Local Emergency Planning Committee (LEPC) paperwork in November. Bob created a dedicated e-mail address that will be posted on the State CEPC website and used by industry to electronically file their SARA Tier II reports. The LC-LEPC has several projects currently underway, including the update to the Emergency Operations Plan.

Bob had two Emergency Management responses in November. Acting as the County and City DERA he responded to two hazmat incidents in Sterling. Both required temporary evacuations and hazmat mitigation.

Sterling Emergency Communications Center:

The Communications Center handled 1,838 calls for service, an 11 percent decrease compared to 2,073 calls for service in November 2009. The Sterling Police Department handled 956 calls for service, a 16 percent decrease compared to 1,143 calls for service received in November 2009. The Logan County Sheriff's Office received a total of 757 calls for service a six percent decrease compared to 805 calls for service received in November 2009. Crook Fire Department handled 13 calls for service in November 2010 compared to eight calls in November 2009. Fleming Fire received five calls for service in November 2010, compared to three calls for service in November 2009. Merino Fire handled six calls for service in November 2010 compared to five calls for service in November 2009. Peetz Fire handled two calls for service in November 2010 compared to one call for service in November 2009. Sterling Fire handled a total of 120 calls for service a 25 percent increase compared to 96 calls handled in November 2009. Life Care Medical handled 143 calls for service in November 2010 a 27 percent increase compared to 113 calls for service in November 2009.

Training during the month of November included; When Seconds Count, Workplace Issues: Conflict Resolution, Shift work, and Dealing with Others. Also, dispatchers completed their bi-monthly training, which covered a number of topics within the dispatch center.

DESCRIPTION	Nov 2010	Nov 2009	Nov Change	YTD 2010	YTD 2009	YTD Change
ACTIVITIES						
CALLS for SERVICE						
STERLING DISPATCH	1,838	2,073	-11%	23,657	23,681	0%
CITY OF STERLING	956	1,143	-16%	12,630	13,700	-8%
LOGAN COUNTY	757	805	-6%	8,655	8,619	0%
EMS	143	113	27%	1,485	1,501	-1%
STERLING FIRE 07530	120	96	25%	1,304	1,256	4%
CROOK FIRE 07505	13	8	63%	81	84	-4%
FLEMING FIRE 07515	5	3	67%	59	42	40%
MERINO FIRE 07522	6	5	20%	78	70	11%
PEETZ FIRE 07525	2	1	100%	39	44	-11%

Information Technology Specialist (ITS):

Daily backup of servers and Finance & Police Systems continues. The Police back up was stuck on one occasion. Automatic holiday back up was set up. The ITS performed routine maintenance for the servers and users.

The City's outside mail and website were unavailable for several hours when the automatic renewal of our domain did not renew. When brought to the attention of Network Solutions it was quickly renewed.

ITS Anderson answered calls for computer, program, and printing issues. She restored some files from back up for Fire Dept and Police Dept.

Phone service was out at the Service Center one morning and later the same day there was no internet or phones at City Hall for about 45 minutes. A bad switch was replaced at the Dispatch Center.

Mary Ann attended SWellness and Web Group meetings and created flyers for the next SWellness events.

CITY ATTORNEY

NOVEMBER 2010 MONTHLY REPORT

MEETINGS:

City Attorney Barlean attends City Council meetings and work sessions, Staff meetings, Planning Commission meetings, Risk Management meetings, and various other meetings as needed. The paralegal attends staff meetings in the absence of the City Attorney 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. 11-1-10, Series of 2010 – A Resolution making findings of fact and conclusion regarding the annexation of the S N Addition to the City of Sterling, Logan County, Colorado.

Resolution No. 11-2-10, Series of 2010 – A Resolution before the City of Sterling, Logan County, Colorado approving a bid and authorizing the mayor to execute an agreement for the Sterling Wastewater Treatment Facility aeration system improvements equipment.

Resolution No. 11-3-10, Series of 2010 – A Resolution approving and conditionally authorizing changes to the Old Hire Fire Pension Plan.

Resolution No. 11-4-10, Series of 2010 – A Resolution repealing Resolution No. 3-4-10, Series of 2010; and adopting a new charges and fees policy; and establishing new charges and fees as required in numerous sections of the Sterling City Code, as set forth herein; and user charges and fees not required to be set by specific sections of the Sterling City Code.

Prepared the following Ordinances:

Ordinance No. 14, Series of 2010 – An Ordinance amending the Sterling City Code, Chapter 3, Alcoholic Beverages, Article II, Liquor License, Section 3-46, Application Fees.

Ordinance No. 15, Series of 2010 – An Ordinance amending the Sterling City Code, Chapter 19, Taxation and Finance, Article IV, Use Tax, Section 19-147, Exemptions.

Ordinance No. 17, Series of 2010 – An Ordinance annexing 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, to be known as the S N Addition to the City of Sterling, Logan County, Colorado.

Other Documents:

Prepared an attorney opinion letter for the interim water loan packet.

MUNICIPAL COURT:

The City Attorney did not prosecute any charges. 8 charges were dismissed, including 3 for proof of insurance, 1 handicap parking, and 3 for refileing in a higher court with additional charges. 9 Defendants were granted a deferred judgment and 3 Defendants changed their plea to guilty before trial. Court documents were prepared, 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 were copied and police department and attorney files were prepared for trial.

LIQUOR LICENSING:

This office processed 2 liquor license renewals, and 1 report of changes.

MISCELLANEOUS:

This office prepared 2 collection letters regarding past due sales tax.

This office continues to work on the proper Union Pacific Railroad transfer of property in the Torrens System without having to re-open the Court case and incur additional expense to the City. In relation to that, this office has ordered and is waiting on a survey of the property to comply with a letter received from the County/Torrens Attorney.

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 when needed.

FINANCE DEPARTMENT

NOVEMBER 2010 MONTHLY REPORT

The Finance Department assisted 2,800 customers during the month of November 2010. This compares to 2,477 customers in November 2009. This number does not include the contacts made by the Director of Finance. There were on average 127 customer contacts per day for November 2010. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in November 2010 in comparison to November 2009.

The General Fund revenues for the month of November 2010 amounted to \$1,353,037.11. The revenue for the month ended November 2009 in the General Fund amounted to \$813,150.81. Expenditures for the General fund for the month ending November 30, 2010 amounted to \$834,215.60 and for the same period in 2009 the expenditures were \$798,101.88.

Cash in all City funds totaled \$1,547,863.22 on November 30, 2010 and for November 30, 2009 on hand was \$1,141,427.72. On November 30, 2010 the City of Sterling had outstanding a total of \$9,440,140.14 in investments, this amount is for all funds. This breaks down to \$205,621.21 in Certificates of Deposit, \$9,134,304.07 ColoTrust Plus and \$100,211.86 in Money Market.

There were \$2,166,562.71 worth of checks issued in November 2010 for all funds; this compares to \$1,141,427.72 for the same period in 2009. There were 5059.4 gallons of gasoline and diesel used in the month of November 2010 for all City operations. This compares to 4293.3 gallons gasoline and diesel used in November 2009.

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

Investment Breakdown

2010

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.	11/30/10
General Fund:				
Colostrust Plus	\$441,358.54	\$400,000.00	\$750,108.60	\$791,467.14
Colostrust Plus - Seizure Money	\$26,540.25	\$0.00	\$4.20	\$26,544.45
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$467,898.79	\$400,000.00	\$750,112.80	\$818,011.59
Water Fund:				
Colostrust Plus	\$118,194.52	\$0.00	\$18.43	\$118,212.95
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$118,194.52	\$0.00	\$18.43	\$118,212.95
Sanitation Fund:				
Colostrust Plus	\$252,146.06	\$0.00	\$39.24	\$252,185.30
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$252,146.06	\$0.00	\$39.24	\$252,185.30
Sewer Fund:				
Colostrust Plus	\$3,191,923.44	\$750,000.00	\$700,480.86	\$3,142,404.30
Certificates of Deposit	\$205,621.21	\$0.00	\$0.00	\$205,621.21
Money Market	\$100,211.86	\$0.00	\$0.00	\$100,211.86
TOTALS	\$3,497,756.51	\$750,000.00	\$700,480.86	\$3,448,237.37
Perpetual Care Fund:				
Colostrust Plus	\$130,470.77	\$0.00	\$20.30	\$130,491.07
TOTALS	\$130,470.77	\$0.00	\$20.30	\$130,491.07
Elna Anderson Trust Fund:				
Colostrust Plus	\$201,053.60	\$17,023.00	\$30.62	\$184,061.22
TOTALS	\$201,053.60	\$17,023.00	\$30.62	\$184,061.22

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	11/30/10
Ethel Lindstrom Trust Fund:				
Colotrust Plus	\$235,440.58	\$17,023.00	\$35.94	\$218,453.52
TOTALS	\$235,440.58	\$17,023.00	\$35.94	\$218,453.52
Library Improvement Fund:				
Colotrust Plus	\$198,171.81	\$198,194.43	\$22.62	\$0.00
TOTALS	\$198,171.81	\$198,194.43	\$22.62	\$0.00
Conservation Trust Fund:				
Colotrust Plus	\$263,959.66	\$0.00	\$41.11	\$264,000.77
TOTALS	\$263,959.66	\$0.00	\$41.11	\$264,000.77
Karl Falch Library Trust Fund:				
Colotrust Plus	\$30,982.22	\$0.00	\$4.81	\$30,987.03
TOTALS	\$30,982.22	\$0.00	\$4.81	\$30,987.03
Employee Self-Insurance Fund:				
Colotrust Plus	\$642,625.75	\$0.00	\$100.05	\$642,725.80
TOTALS	\$642,625.75	\$0.00	\$100.05	\$642,725.80
Service Center Fund:				
Colotrust Plus	\$407,669.05	\$150,000.00	\$51.77	\$257,720.82
TOTALS	\$407,669.05	\$150,000.00	\$51.77	\$257,720.82
Risk Management Fund:				
Colotrust Plus	\$822,917.40	\$0.00	\$128.17	\$823,045.57
TOTALS	\$822,917.40	\$0.00	\$128.17	\$823,045.57
Capital Equipment Fund:				
Colotrust Plus	\$705,788.95	\$0.00	\$109.87	\$705,898.82
TOTALS	\$705,788.95	\$0.00	\$109.87	\$705,898.82

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	11/30/10
Capital Improvement Fund:				
Colostrust Plus	\$454,306.71	\$0.00	\$100,086.30	\$554,393.01
Colostrust Plus - Comm Bldg	\$0.00	\$0.00	\$0.00	\$0.00
Colostrust Plus - Museum Bldg	\$1,004,678.54	\$63,189.00	\$147.90	\$941,637.44
Colostrust Plus - Museum Exhibits	\$50,070.04	\$0.00	\$7.82	\$50,077.86
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$1,509,055.29	\$63,189.00	\$100,242.02	\$1,546,108.31
Grand Totals All Funds:				
Colostrust Plus	\$9,178,297.89	\$1,595,429.43	\$1,551,438.61	\$9,134,307.07
Certificates of Deposit	\$205,621.21	\$0.00	\$0.00	\$205,621.21
Money Market	\$100,211.86	\$0.00	\$0.00	\$100,211.86
Grand Total	\$9,484,130.96	\$1,595,429.43	\$1,551,438.61	\$9,440,140.14

GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

**11/30/2010
BALANCE SHEET**

ASSETS:

Cash	\$756,396.08
Flex Cash Account	\$19,593.82
Petty Cash	\$805.00
Cash with County Treasurer	\$22,182.28
Accounts Receivable	\$147,294.21
Allowance for Uncollectables	-\$39,044.07
Accounts Receivable - Clark Street	\$10.63
Taxes Receivable	\$36,222.68
Sales Tax Receivable	\$543,940.48
Property Tax Receivable	\$1,024,395.00
Loan Receivable - Clark Street	\$122.89
Investments	\$791,467.14
Investment - Federal Seizure	\$26,544.45
Prepaid Fuel	\$17,581.20
Prepaid Fuel – Airport	\$23,852.82
Payroll Clearing Account	-\$2.02
Postage Clearing Account	\$2,323.20
Prepaid Prisoner Housing	\$56,543.00

TOTAL ASSETS

\$3,430,228.79

LIABILITIES:

Ded/Ben Clearing Account	\$12,121.55
Accounts Payable	\$271,878.49
Accounts Payable - Logan County	\$737.80
Accrued Salaries	\$144,972.80
Due to Health & Welfare	\$5,000.00
Court Bonds	\$2,235.00
Jury Deposit	\$704.00
Restitution Clearing Account	\$11,715.54
Seizures	\$600.00
Deferred Revenue	\$1,024,395.00
Deferred Revenue - Clark Street	\$122.89
Deferred Revenue – Other	\$3,694.07

TOTAL LIABILITIES

\$1,478,177.14

FUND BALANCE:

Reserve for Museum	\$28,138.92
Designated for Arts	\$40,000.00
Unreserved Fund Balance	\$2,182,328.66
Excess Revenue over Expenditures	-\$298,415.93

TOTAL FUND BALANCE

\$1,952,051.65

**TOTAL LIABILITIES
& FUND BALANCE**

\$3,430,228.79

GENERAL FUND

11/30/2010

<u>REVENUES:</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Real & Personal Prop. Tax	\$1,024,395.00	\$10,919.09	\$1,019,993.45	\$4,401.55
Road & Bridge Fund Taxes	\$161,000.00	\$0.00	\$172,092.46	-\$11,092.46
Auto Ownership Taxes	\$135,000.00	\$8,291.06	\$101,904.07	\$33,095.93
Sales Tax	\$5,930,000.00	\$494,504.92	\$5,322,248.59	\$607,751.41
Vehicle Use Tax	\$185,000.00	\$10,376.93	\$181,745.73	\$3,254.27
Building Material Use Tax	\$70,000.00	\$2,459.39	\$72,197.16	-\$2,197.16
Employment Occupation Tax	\$16,200.00	\$0.00	\$14,366.00	\$1,834.00
TOTAL TAXES	\$7,521,595.00	\$526,551.39	\$6,884,547.46	\$637,047.54
Franchise Taxes	\$688,100.00	\$66,363.11	\$645,270.86	\$42,829.14
Licenses & Permits	\$144,750.00	\$10,450.10	\$162,854.77	-\$18,104.77
Intergovernmental Revenue	\$5,622,964.00	\$635,813.90	\$2,648,294.04	\$2,974,669.96
Charges for Service	\$248,879.00	\$15,828.76	\$243,262.88	\$5,616.12
Fines & Forfeits	\$189,300.00	\$12,704.04	\$169,037.15	\$20,262.85
Miscellaneous Revenue	\$548,175.00	\$41,502.81	\$342,396.74	\$205,778.26
Transfer from Other Funds	\$536,065.00	\$43,823.00	\$482,053.00	\$54,012.00
TOTAL OTHER REVENUES	\$7,978,233.00	\$826,485.72	\$4,693,169.44	\$3,285,063.56
GRAND TOTAL REVENUES	\$15,499,828.00	\$1,353,037.11	\$11,577,716.90	\$3,922,111.10

GENERAL FUND

11/30/2010

<u>EXPENDITURES:</u> <u>GENERAL GOVERNMENT:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Council	\$77,833.00	\$2,666.13	\$61,188.74	\$16,644.26
City Manager	\$350,979.00	\$24,818.89	\$317,059.17	\$33,919.83
City Attorney	\$193,443.00	\$14,737.74	\$172,158.45	\$21,284.55
Municipal Court	\$99,314.00	\$6,596.56	\$79,888.46	\$19,425.54
Finance	\$434,342.00	\$30,352.18	\$377,971.75	\$56,370.25
City Hall & Non-Departmental	\$1,312,201.00	\$57,505.96	\$1,054,230.36	\$257,970.64
Personnel	\$220,951.00	\$17,979.86	\$178,133.30	\$42,817.70
TOTAL GENERAL GOVERNMENT	\$2,689,063.00	\$154,657.32	\$2,240,630.23	\$448,432.77
PUBLIC SAFETY:				
Police	\$1,841,928.00	\$121,434.83	\$1,504,301.55	\$337,626.45
Dispatch Center	\$505,246.00	\$32,884.92	\$448,684.25	\$56,561.75

Youth Services	\$102,159.00	\$7,695.12	\$93,202.32	\$8,956.68
Fire	\$1,433,619.00	\$94,313.63	\$1,220,440.21	\$213,178.79
TOTAL PUBLIC SAFETY	\$3,882,952.00	\$256,328.50	\$3,266,628.33	\$616,323.67

PUBLIC WORKS:

Street	\$2,547,575.00	\$193,616.82	\$1,964,972.21	\$582,602.79
Engineering & Operations	\$417,607.00	\$23,985.31	\$298,339.22	\$119,267.78
Airport	\$4,605,963.00	\$60,482.49	\$2,085,672.17	\$2,520,290.83
TOTAL PUBLIC WORKS	\$7,571,145.00	\$278,084.62	\$4,348,983.60	\$3,222,161.40

CULTURE & RECREATION:

Riverside Cemetery	\$224,039.00	\$11,858.84	\$181,907.54	\$42,131.46
Museum	\$159,217.00	\$11,524.04	\$141,670.89	\$17,546.11
Parks	\$510,183.00	\$30,988.46	\$428,339.62	\$81,843.38
Recreation Center	\$486,303.00	\$31,306.21	\$435,606.75	\$50,696.25
Forestry	\$186,367.00	\$8,328.54	\$148,883.52	\$37,483.48
Rec. Administration	\$225,696.00	\$10,781.05	\$145,540.50	\$80,155.50
Softball	\$40,572.00	\$828.41	\$44,141.99	-\$3,569.99
Youth Softball	\$9,441.00	\$0.00	\$8,631.01	\$809.99
Basketball	\$6,874.00	\$77.98	\$8,621.56	-\$1,747.56
Volleyball	\$6,805.00	\$1,252.49	\$7,774.49	-\$969.49
Tolla Brown Skate Park	\$11,750.00	\$871.56	\$9,196.50	\$2,553.50
Special Events	\$29,750.00	\$8.21	\$16,732.23	\$13,017.77
Tennis	\$11,000.00	\$726.05	\$8,400.58	\$2,599.42
Youth Basketball	\$21,571.00	\$106.55	\$21,059.96	\$511.04
Youth Volleyball	\$6,083.00	\$425.59	\$7,209.02	-\$1,126.02
Baseball	\$18,024.00	\$924.27	\$18,799.83	-\$775.83
Library	\$489,907.00	\$35,136.91	\$387,374.68	\$102,532.32
TOTAL CULTURE & RECREATION	\$2,443,582.00	\$145,145.16	\$2,019,890.67	\$423,691.33

GRAND TOTAL EXPENDITURES	\$16,586,742.00	\$834,215.60	\$11,876,132.83	\$4,710,609.17
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WATER FUND

11/30/2010

BALANCE SHEET

ASSETS:

Cash	-\$303,317.42
Cash with Fiscal Agent	\$4,880,000.00
Accounts Receivable	\$1,704.16
Accounts Receivable - Utility Billing	\$214,516.81
Supply Inventory	\$203,915.98
Investments	\$118,212.95
Fixed Assets (Net)	\$6,888,533.17

TOTAL ASSETS

\$12,003,565.65

LIABILITIES:

Accounts Payable	\$154,928.14
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Unpaid Compensated Absences	\$13,094.78		
Accrued Salaries	\$4,078.50		
Accounts Payable Pawnee Ridge	\$4,495.00		
Loan Payable CWRPDA	\$4,800,000.00		
Due to Sewer Fund	\$1,264,498.55		
		TOTAL LIABILITIES	\$6,241,094.97

FUND BALANCE:

Reserve for Painting	\$395,000.00		
Reserve for Capital Replacement	\$2,686,750.00		
Retained Earnings	-\$726,078.13		
Excess Revenue over Expenditures	\$3,406,798.81		
		TOTAL FUND BALANCE	\$5,762,470.68

TOTAL LIABILITIES AND FUND BALANCE	\$12,003,565.65
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WATER FUND

11/30/2010

<u>REVENUES</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Water Revenue-Inside Residential	\$1,100,000.00	\$117,734.17	\$1,425,016.66	-\$325,016.66
Water Revenue-Outside Residential	\$95,000.00	\$9,447.50	\$131,298.06	-\$36,298.06
Water Revenue-Inside Commercial	\$305,000.00	\$42,678.80	\$458,006.88	-\$153,006.88
Water Revenue-Outside Commercial	\$3,500.00	\$245.91	\$3,295.81	\$204.19
Water Revenue-Inside Industrial	\$250,000.00	\$15,201.95	\$246,343.31	\$3,656.69
Misc. Water Sales	\$2,000.00	\$1,651.98	\$4,360.86	-\$2,360.86
Surcharge	\$45,000.00	\$1,898.38	\$36,773.41	\$8,226.59
Engineer Study	\$459,000.00	\$0.00	\$114,257.99	\$344,742.01
Service Charges	\$20,000.00	\$4,028.11	\$37,678.15	-\$17,678.15
Tapping Charges	\$5,000.00	\$0.00	\$3,869.00	\$1,131.00
Water Div. Services	\$10,000.00	\$457.50	\$4,523.88	\$5,476.12
Penalties	\$12,000.00	\$3,397.83	\$21,651.65	-\$9,651.65
Investment Earnings	\$600.00	\$18.43	\$234.57	\$365.43
Miscellaneous	\$500.00	\$0.00	\$113.68	\$386.32
Rents from land Rights	\$50,000.00	\$0.00	\$25,294.82	\$24,705.18
	\$0.00	\$0.00	\$0.00	\$0.00
Water Credits	\$0.00	\$0.00	\$1,478.00	-\$1,478.00
Plant Investment Fees	\$15,000.00	\$2,160.00	\$21,674.00	-\$6,674.00
Loan Proceeds	\$0.00	\$4,800,000.00	\$4,800,000.00	-\$4,800,000.00
Sale of Assets	\$500.00	\$0.00	\$0.00	\$500.00
TOTAL REVENUES	\$2,373,100.00	\$4,998,920.56	\$7,335,870.73	-\$4,962,770.73

<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$213,441.00	\$14,527.13	\$179,421.16	\$34,019.84
Maintenance & Operation	\$1,275,568.00	\$76,813.57	\$1,079,571.61	\$195,996.39
Capital Outlay	\$272,588.00	\$1,056,381.06	\$2,465,809.15	-\$2,193,221.15
Transfer to General Fund	\$222,835.00	\$18,570.00	\$204,270.00	\$18,565.00
TOTAL EXPENDITURES	\$1,984,432.00	\$1,166,291.76	\$3,929,071.92	-\$1,944,639.92

SANITATION FUND

11/30/2010

BALANCE SHEET

ASSETS:

Cash	\$447,565.57			
Accounts Receivable	\$973.01			
Accounts Receivable - Utility Billing	\$56,358.95			
Supply Inventory	\$23,597.22			
Investments	\$252,185.30			
Fixed Assets (Net)	\$307,774.36			
		TOTAL ASSETS		\$1,088,454.41

LIABILITIES:

Accounts Payable	\$3,197.50			
Unpaid Compensated Absences	\$8,360.57			
Accrued Salaries	\$2,713.14			
		TOTAL LIABILITIES		\$14,271.21

FUND BALANCE:

Reserve for Equipment	\$28,389.00			
Reserve for Capital Replacement	\$745,216.00			
Retained Earnings	\$381,715.08			
Excess Revenue over Expenditures	-\$81,136.88			
		TOTAL FUND BALANCE		\$1,074,183.20

		TOTAL LIABILITIES AND FUND BALANCE		\$1,088,454.41
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SANITATION FUND

11/30/2010

REVENUES:	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sanitation Revenue-Inside	\$435,000.00	\$37,515.45	\$411,317.81	\$23,682.19
Rubbish Collection Fees	\$6,000.00	\$63.00	\$2,598.66	\$3,401.34
Sanitation Services	\$0.00	\$0.00	-\$21.13	\$21.13
Penalties	\$5,000.00	\$534.87	\$4,917.06	\$82.94

Investment Earnings	\$18,000.00	\$39.24	\$667.08	\$17,332.92
Miscellaneous	\$0.00	\$0.00	\$30.30	-\$30.30
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$464,000.00	\$38,152.56	\$419,509.78	\$44,490.22

<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$167,169.00	\$11,145.33	\$137,601.96	\$29,567.04
Maintenance & Operation	\$241,367.00	\$15,708.07	\$208,426.82	\$32,940.18
Capital Outlay	\$105,000.00	\$0.00	\$98,473.88	\$6,526.12
Transfer to General Fund	\$61,247.00	\$5,104.00	\$56,144.00	\$5,103.00
TOTAL EXPENDITURES	\$574,783.00	\$31,957.40	\$500,646.66	\$74,136.34

SEWER FUND

11/30/2010

BALANCE SHEET

ASSETS:

Cash	\$197,709.20		
Accounts Receivable	\$56,174.42		
Accounts Receivable - Utility Billing	\$114,637.50		
Due From Water Fund	\$1,264,498.55		
Supply Inventory	\$39,363.14		
Investments	\$3,448,237.37		
Fixed Assets (Net)	\$10,537,423.78		
		TOTAL ASSETS	\$15,658,043.96

LIABILITIES:

Accounts Payable	\$67,260.25		
Unpaid Compensated Absences	\$17,206.98		
Accrued Salaries	\$8,337.41		
Loan Payable CWRPDA	\$1,102,573.80		
Interest Payable	\$16,219.17		
		TOTAL LIABILITIES	\$1,211,597.61

FUND BALANCE:

Reserve for Capital Projects	\$111,784.00		
Reserve for Trunk Line Replacement	\$141,181.45		
Reserve for Lagoons	\$353,959.26		
Reserve for Capital Replacement	\$7,622,250.00		
Retained Earnings	\$6,605,390.30		
Excess Revenue over Expenditures	-\$388,118.66		
		TOTAL FUND BALANCE	\$14,446,446.35

TOTAL LIABILITIES AND FUND BALANCE	\$15,658,043.96
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SEWER FUND

11/30/2010

<u>REVENUES:</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sewer Revenue-Inside Residential	\$856,000.00	\$75,283.45	\$815,696.66	\$40,303.34
Sewer Revenue-Outside Residential	\$75,000.00	\$7,714.29	\$82,366.20	-\$7,366.20
Sewer Revenue-Inside Commercial	\$350,000.00	\$26,088.60	\$295,474.09	\$54,525.91
Sewer Revenue-Outside Commercial	\$2,435.00	\$233.83	\$2,520.50	-\$85.50
Sewer Revenue-Inside Industrial	\$325,000.00	\$32,104.06	\$283,778.33	\$41,221.67
Tapping Charges	\$4,000.00	\$0.00	\$2,221.00	\$1,779.00
Sewer Division Charges	\$10,000.00	\$0.00	\$3,582.12	\$6,417.88
Penalties	\$14,000.00	\$1,546.74	\$12,486.75	\$1,513.25
Investment Earnings	\$25,000.00	\$590.26	\$14,335.60	\$10,664.40
Miscellaneous	\$500.00	\$0.00	\$1,903.49	-\$1,403.49
Outside Billing	\$10,000.00	\$0.00	\$3,210.29	\$6,789.71
Plant Investment Fees	\$30,000.00	\$2,700.00	\$22,067.00	\$7,933.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,701,935.00	\$146,261.23	\$1,539,642.03	\$162,292.97
<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
<u>LINES AND SERVICES:</u>				
Personnel	\$82,230.00	\$5,994.44	\$70,138.44	\$12,091.56
Maintenance & Operation	\$355,244.00	\$22,819.76	\$275,021.72	\$80,222.28
Capital Outlay	\$361,058.00	\$172.50	\$94,700.10	\$266,357.90
Transfer to General Fund	\$68,514.00	\$5,710.00	\$62,810.00	\$5,704.00
TOTAL LINES & SERVICES	\$867,046.00	\$34,696.70	\$502,670.26	\$364,375.74
Debt Service	\$198,082.00	\$0.00	\$198,082.02	-\$0.02
TOTAL LINES & SERVICES W/DEBT	\$1,065,128.00	\$34,696.70	\$700,752.28	\$364,375.72
<u>TREATMENT FACILITIES:</u>				
Personnel	\$309,183.00	\$22,089.88	\$255,258.02	\$53,924.98
Maintenance & Operation	\$852,395.00	\$73,422.98	\$713,300.92	\$139,094.08
Capital Outlay	\$2,583,581.00	\$43,733.26	\$99,620.47	\$2,483,960.53
Transfer to General Fund	\$173,269.00	\$14,439.00	\$158,829.00	\$14,440.00
TOTAL TREATMENT FACILITIES	\$3,918,428.00	\$153,685.12	\$1,227,008.41	\$2,691,419.59
TOTAL EXPENDITURES	\$4,983,556.00	\$188,381.82	\$1,927,760.69	\$3,055,795.31

OLD LIBRARY BUILDING FUND

11/30/2010

<u>REVENUES:</u>	BUDGETED 2009	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$20.00	\$0.00	\$0.00	\$20.00
TOTAL REVENUES	\$20.00	\$0.00	\$0.00	\$20.00

<u>EXPENDITURES:</u>	BUDGETED 2009	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Design Library	\$0.00	\$0.00	\$0.00	\$0.00
Audit	\$50.00	\$0.00	\$0.00	\$50.00
	\$50.00	\$0.00	\$0.00	\$50.00

**BALANCE SHEET
11/30/2010**

<u>ASSETS:</u>			
Cash	\$0.00		
Investments	\$0.00		
		TOTAL ASSETS	\$0.00
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$0.00		
Excess Revenue over Expenditures	\$0.00		
		TOTAL FUND BALANCE	\$0.00
		TOTAL LIABILITIES & FUND BALANCE	\$0.00

PERPETUAL CARE FUND

11/30/2010

<u>REVENUES:</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Perpetual Care	\$2,500.00	\$300.00	\$1,725.00	\$775.00
Perpetual Care - niches	\$8,350.00	\$50.00	\$5,760.00	\$2,590.00

Investment Earnings	\$700.00	\$20.30	\$259.01	\$440.99
TOTAL REVENUES	\$11,550.00	\$370.30	\$7,744.01	\$3,805.99

<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Columbarium	\$0.00	\$0.00	\$0.00	\$0.00
Audit	\$305.00	\$0.00	\$305.00	\$0.00
Niche Engraving	\$2,500.00	\$450.00	\$1,200.00	\$1,300.00
Transfer to General Fund	\$700.00	\$0.00	\$0.00	\$700.00
TOTAL EXPENDITURES	\$3,505.00	\$450.00	\$1,505.00	\$2,000.00

**BALANCE SHEET
11/30/2010**

<u>ASSETS:</u>				
Cash	\$11,321.86			
Investments	\$130,491.07			
		TOTAL ASSETS		\$141,812.93
<u>LIABILITIES:</u>				
Accounts Payable	\$450.00			
		TOTAL LIABILITIES		\$450.00
<u>FUND BALANCE:</u>				
Unreserved Fund Balance	\$135,123.92			
Excess Revenue over Expenditures	\$6,239.01			
		TOTAL FUND BALANCE		\$141,362.93
		TOTAL LIABILITIES & FUND BALANCE		\$141,812.93

ELNA ANDERSON ESTATE TRUST

11/30/2010

<u>REVENUES:</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,000.00	\$30.62	\$398.53	\$601.47
TOTAL REVENUES	\$1,000.00	\$30.62	\$398.53	\$601.47

<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Consultant	\$0.00	\$0.00	\$0.00	\$0.00
Books	\$0.00	\$0.00	\$0.00	\$0.00
Audit	\$50.00	\$0.00	\$50.00	\$0.00

Transfer to Capital Improvement Fund	\$200,728.00	\$17,023.00	\$17,023.00	\$183,705.00
TOTAL EXPENDITURES	\$200,778.00	\$17,023.00	\$17,073.00	\$183,705.00

BALANCE SHEET
11/30/2010

ASSETS:				
Cash	\$633.62			
Investments	\$184,061.22			
		TOTAL ASSETS		\$184,694.84
LIABILITIES:				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
FUND BALANCE:				
Unreserved Fund Balance	\$201,369.31			
Excess Revenue over Expenditures	-\$16,674.47			
		TOTAL FUND BALANCE		\$184,694.84
		TOTAL LIABILITIES & FUND BALANCE		\$184,694.84

ETHEL LINDSTROM FUND

11/30/2010

REVENUES:	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,250.00	\$35.94	\$466.66	\$783.34
Bequest - Library	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,250.00	\$35.94	\$466.66	\$783.34

EXPENDITURES:	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$50.00	\$0.00	\$50.00	\$0.00
Transfer to Capital Improvement Fund	\$235,159.00	\$17,023.00	\$17,023.00	\$218,136.00
TOTAL EXPENDITURES	\$235,209.00	\$17,023.00	\$17,073.00	\$218,136.00

BALANCE SHEET
11/30/2010

ASSETS:				
Cash	\$71.87			
Investments	\$218,453.52			
		TOTAL ASSETS		\$218,525.39

LIABILITIES:

Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$235,131.73		
Excess Revenue over Expenditures	-\$16,606.34		
		TOTAL FUND BALANCE	\$218,525.39
		TOTAL LIABILITIES & FUND BALANCE	\$218,525.39

LIBRARY IMPROVEMENT FUND

11/30/2010

<u>REVENUES:</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$4,000.00	\$22.62	\$2,097.10	\$1,902.90
Contributions	\$0.00	\$35,000.00	\$44,225.00	-\$44,225.00
TOTAL REVENUES	\$4,000.00	\$35,022.62	\$46,322.10	-\$42,322.10

<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$50.00	\$0.00	\$50.00	\$0.00
Transfer to Capital Improvement Fund	\$1,316,048.00	\$198,194.43	\$1,326,519.52	-\$10,471.52
TOTAL EXPENDITURES	\$1,316,098.00	\$198,194.43	\$1,326,569.52	-\$10,471.52

BALANCE SHEET

11/30/2010

ASSETS:

Cash	\$34,999.91		
Investments	\$0.00		
		TOTAL ASSETS	\$34,999.91

LIABILITIES:

Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$1,315,247.33		
Excess Revenue over Expenditures	-\$1,280,247.42		
		TOTAL FUND BALANCE	\$34,999.91
		TOTAL LIABILITIES & FUND BALANCE	\$34,999.91

CONSERVATION TRUST FUND

11/30/2010

<u>REVENUES:</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
State Contributions	\$130,000.00	\$0.00	\$89,508.81	\$40,491.19
Investment Earnings	\$1,600.00	\$41.11	\$490.17	\$1,109.83
TOTAL REVENUES	\$131,600.00	\$41.11	\$89,998.98	\$41,601.02

<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Library Addition	\$0.00	\$0.00	\$0.00	\$0.00
Tennis Court Improvements	\$35,103.00	\$0.00	\$42,882.78	-\$7,779.78
Bridge - Pioneer Park	\$60,000.00	\$3,750.00	\$3,750.00	\$56,250.00
Softball Field Improvements	\$75,000.00	\$0.00	\$0.00	\$75,000.00
Fence	\$25,000.00	\$0.00	\$0.00	\$25,000.00
Basketball Court Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Playground Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Roof - Security Pavilion	\$0.00	\$0.00	\$0.00	\$0.00
Roof - Restrooms	\$0.00	\$0.00	\$0.00	\$0.00
Security Cameras	\$0.00	\$0.00	\$0.00	\$0.00
Scoreboard	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$195,103.00	\$3,750.00	\$46,632.78	\$148,470.22

BALANCE SHEET
11/30/2010

<u>ASSETS:</u>			
Cash	\$0.76		
Investments	\$264,000.77		
		TOTAL ASSETS	\$264,001.53
<u>LIABILITIES:</u>			
Accounts Payable	\$3,750.00		
		TOTAL LIABILITIES	\$3,750.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$216,885.33		
Excess Revenue over Expenditures	\$43,366.20		
		TOTAL FUND BALANCE	\$260,251.53
		TOTAL LIABILITIES & FUND BALANCE	\$264,001.53

KARL FALCH LIBRARY TRUST FUND

11/30/2010

<u>REVENUES:</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$150.00	\$4.81	\$61.33	\$88.67
TOTAL REVENUES	\$150.00	\$4.81	\$61.33	\$88.67

<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Books Purchased	\$1,068.00	\$0.00	\$237.92	\$830.08
Audit	\$50.00	\$0.00	\$50.00	\$0.00
TOTAL EXPENDITURES	\$1,118.00	\$0.00	\$287.92	\$830.08

BALANCE SHEET

11/30/2010

<u>ASSETS:</u>				
Cash	\$621.17			
Investments	\$30,987.03			
		TOTAL ASSETS		\$31,608.20
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
<u>FUND BALANCE:</u>				
Unreserved Fund Balance	\$31,834.79			
Excess Revenue over Expenditures	-\$226.59			
		TOTAL FUND BALANCE		\$31,608.20
		TOTAL LIABILITIES & FUND BALANCE		\$31,608.20

EMPLOYEE SELF-INSURANCE FUND

11/30/2010

<u>REVENUES:</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$3,500.00	\$100.05	\$1,275.33	\$2,224.67
Employee Premiums	\$155,172.00	\$18,536.88	\$215,782.99	-\$60,610.99
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
City Premiums	\$1,402,488.00	\$88,252.42	\$969,719.82	\$432,768.18
TOTAL REVENUES	\$1,561,160.00	\$106,889.35	\$1,186,778.14	\$374,381.86

<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
Premium	\$1,557,660.00	\$107,242.94	\$1,184,365.10	\$373,294.90
Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00
FLEX	\$3,600.00	\$288.00	\$3,246.00	\$354.00
Pre-employment Screening	\$7,100.00	\$0.00	\$0.00	\$7,100.00
Audit	\$600.00	\$0.00	\$600.00	\$0.00
Transfer General Fund	\$3,500.00	\$0.00	\$0.00	\$3,500.00
TOTAL EXPENDITURES	\$1,572,460.00	\$107,530.94	\$1,188,211.10	\$384,248.90

BALANCE SHEET

11/30/2010

ASSETS:

Cash	\$30,458.99			
Due from General Fund	\$5,000.00			
Investments	\$642,725.80			
		TOTAL ASSETS		\$678,184.79

LIABILITIES:

Accounts Payable	\$288.00			
		TOTAL LIABILITIES		\$288.00

FUND BALANCE:

Retained Earnings	\$679,329.75			
Excess Revenue over Expenditures	-\$1,432.96			
		TOTAL FUND BALANCE		\$677,896.79

		TOTAL LIABILITIES & FUND BALANCE		\$678,184.79
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SERVICE CENTER FUND

11/30/2010

<u>REVENUES:</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,500.00	\$51.77	\$692.44	\$807.56
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$387,270.00	\$32,272.00	\$354,992.00	\$32,278.00
Transfer from Capital Improvement	\$44,000.00	\$0.00	\$0.00	\$44,000.00
Transfer for Lease Payment	\$184,680.00	\$15,391.00	\$169,301.00	\$15,379.00
TOTAL REVENUES	\$617,450.00	\$47,714.77	\$524,985.44	\$92,464.56

<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$313,627.00	\$22,619.85	\$269,938.49	\$43,688.51
Maintenance & Operation	\$341,962.00	\$195,598.05	\$323,711.57	\$18,250.43
Transfer to General Fund	\$1,500.00	\$0.00	\$0.00	\$1,500.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$657,089.00	\$218,217.90	\$593,650.06	\$63,438.94

**BALANCE SHEET
11/30/2010**

ASSETS:

Cash	\$9,565.82		
Cash - Bank of Cherry Creek	\$452.43		
Investments	\$257,720.82		
Fixed Assets (Net)	\$2,292,769.73		
		TOTAL ASSETS	\$2,560,508.80

LIABILITIES:

Accounts Payable	\$1,465.93		
Unpaid Compensated Absences	\$23,486.06		
Accrued Salaries	\$7,060.83		
Lease Payable	\$1,660,000.00		
Lease Interest Payable	\$6,640.00		
		TOTAL LIABILITIES	\$1,698,652.82

FUND BALANCE:

Retained Earnings	\$930,520.60		
Excess Revenue over Expenditures	-\$68,664.62		
		TOTAL FUND BALANCE	\$861,855.98
		TOTAL LIABILITIES & FUND BALANCE	\$2,560,508.80

RISK MANAGEMENT FUND

11/30/2010

<u>REVENUES:</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$4,500.00	\$128.17	\$1,651.11	\$2,848.89
Miscellaneous	\$0.00	\$0.00	\$4,669.00	-\$4,669.00
Compensation for Loss	\$5,000.00	\$1,571.56	\$10,298.99	-\$5,298.99
Transfer of Reserves	\$171,665.00	\$0.00	\$171,664.00	\$1.00
Transfer Workers Comp	\$214,631.00	\$0.00	\$214,631.00	\$0.00
TOTAL REVENUES	\$395,796.00	\$1,699.73	\$402,914.10	-\$7,118.10

<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Claims Paid	\$60,000.00	\$3,425.91	\$15,954.51	\$44,045.49
Expense for Workers Comp	\$214,632.00	\$0.00	\$214,632.00	\$0.00
Premium Fees	\$171,655.00	\$0.00	\$188,551.23	-\$16,896.23
Expense for Unemployment	\$10,000.00	\$0.00	\$9,986.73	\$13.27
Materials & Supplies	\$1,200.00	\$0.00	\$150.00	\$1,050.00
Audit	\$560.00	\$0.00	\$560.00	\$0.00
Transfer to General Fund	\$4,500.00	\$0.00	\$0.00	\$4,500.00
TOTAL EXPENDITURES	\$462,547.00	\$3,425.91	\$429,834.47	\$32,712.53

**BALANCE SHEET
11/30/2010**

ASSETS:

Cash	\$22,942.46		
Investments	\$823,045.57		
		TOTAL ASSETS	\$845,988.03

LIABILITIES:

Accounts Payable	\$2,201.51		
		TOTAL LIABILITIES	\$2,201.51

FUND BALANCE:

Emergency Reserve	\$350,000.00		
Retained Earnings	\$520,706.89		
Excess Revenue over Expenditures	-\$26,920.37		
		TOTAL FUND BALANCE	\$843,786.52

		TOTAL LIABILITIES & FUND BALANCE	\$845,988.03
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CAPITAL EQUIPMENT FUND

11/30/2010

<u>REVENUES:</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$2,400.00	\$109.87	\$1,305.01	\$1,094.99
Sale of Assets	\$0.00	\$1,638.00	\$7,372.00	-\$7,372.00
Transfer of Reserves	\$554,475.00	\$40,755.00	\$500,397.00	\$54,078.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$556,875.00	\$42,502.87	\$509,074.01	\$47,800.99

<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$865.00	\$0.00	\$865.00	\$0.00
Police Equipment	\$97,190.00	\$0.00	\$94,094.04	\$3,095.96
Dispatch Equipment	\$9,000.00	\$0.00	\$7,536.00	
Fire Equipment	\$75,000.00	\$14,287.00	\$73,818.04	\$1,181.96
Public Works Equipment	\$107,500.00	\$0.00	\$99,649.42	\$7,850.58
Parks, Lib & Rec Equipment	\$70,901.00	\$0.00	\$70,642.75	\$258.25
Non-Dept Equipment	\$41,525.00	\$31,535.00	\$38,639.00	\$2,886.00
TOTAL EXPENDITURES	\$401,981.00	\$45,822.00	\$385,244.25	\$16,736.75

**BALANCE SHEET
11/30/2010**

Cash	\$60,067.99			
Investments	\$705,898.82			
Fixed Assets (Net)	\$1,880,255.86			
		TOTAL ASSETS		\$2,646,222.67
<u>LIABILITIES:</u>				
Accounts Payable	\$14,287.00			
Lease Payable	\$249,009.51			
Lease Interest Payable	\$6,100.74			
		TOTAL LIABILITIES		\$269,397.25
<u>FUND BALANCE:</u>				
Retained Earnings	\$2,252,995.66			
Excess Revenue over Expenditures	\$123,829.76			
		TOTAL FUND BALANCE		\$2,376,825.42
		TOTAL LIABILITIES & FUND BALANCE		\$2,646,222.67

CAPITAL IMPROVEMENT FUND

11/30/2010

<u>REVENUES:</u>	BUDGETED 2010	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$6,000.00	\$242.02	\$2,114.48	\$3,885.52
Misc. Income	\$0.00	\$0.00	\$642.42	-\$642.42
Rents From Land	\$44,977.00	\$3,107.45	\$41,859.80	\$3,117.20
Grants	\$783,611.00	\$20,853.65	\$345,488.47	\$438,122.53
Donations	\$49,330.00	\$0.00	\$24,330.10	\$24,999.90
Communication Building	\$0.00	\$0.00	\$10,000.00	-\$10,000.00
Donation - Museum Building	\$200,000.00	\$0.00	\$1,054,567.30	-\$854,567.30

Donation - Museum Exhibits	\$50,000.00	\$0.00	\$50,000.00	\$0.00
Transfer from Elna Anderson Fund	\$200,728.00	\$17,023.00	\$17,023.00	\$183,705.00
Transfer from Ethel Lindstrom Fund	\$235,159.00	\$17,023.00	\$17,023.00	\$218,136.00
Transfer from Library Improv Fund	\$1,316,048.00	\$198,194.43	\$1,326,519.52	-\$10,471.52
TOTAL REVENUES	\$2,885,853.00	\$256,443.55	\$2,889,568.09	-\$3,715.09

<u>EXPENDITURES:</u>	BUDGETED 2010	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Museum Building	\$200,000.00	\$66,275.00	\$184,474.65	\$15,525.35
Museum Exhibits	\$50,000.00	\$0.00	\$6,840.94	\$43,159.06
Library Addition	\$2,299,350.00	\$226,183.70	\$1,858,410.85	\$440,939.15
Tennis Court Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Land Transaction	\$0.00	\$0.00	\$1,250.00	-\$1,250.00
Land Purchase	\$0.00	\$0.00	\$13,047.50	-\$13,047.50
Building Improvements - Comm Bldg	\$218,458.00	\$0.00	\$190,695.38	\$27,762.62
Audit	\$510.00	\$0.00	\$510.00	\$0.00
Transfer to Service Center	\$44,000.00	\$0.00	\$0.00	\$44,000.00
TOTAL EXPENDITURES	\$2,812,318.00	\$292,458.70	\$2,255,229.32	\$557,088.68

**CAPITAL IMPROVEMENT FUND
BALANCE SHEET
11/30/2010**

<u>ASSETS:</u>			
Cash	\$61,493.72		
Accounts Receivable	\$49,077.59		
Investments	\$554,393.01		
Investment - Museum Building	\$941,637.44		
Investment - Museum Exhibits	\$50,077.86		
		TOTAL ASSETS	\$1,656,679.62
<u>LIABILITIES:</u>			
Accounts Payable	\$152,510.32		
		TOTAL LIABILITIES	\$152,510.32
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$869,830.53		
Excess Revenue over Expenditures	\$634,338.77		
		TOTAL FUND BALANCE	\$1,504,169.30
		TOTAL LIABILITIES & FUND BALANCE	\$1,656,679.62

PERSONNEL/HR DEPARTMENT

NOVEMBER 2010 MONTHLY REPORT

The following is a partial list of activities in which the Personnel/HR Department participated in during the month of November 2010.

CDL TESTING – A DOT Random Drug test was conducted during the month of November. One pre-employment drug screen was conducted.

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

JOB OPPORTUNITIES –

- PLR Director –Position was filled in November
- Secretary position (16-20 hours) at Fire Station – SOS employee began work in early November
- Tree Trimmer position – position will not be opened until late December/early January
- Public Safety Dispatcher (32-hour) position was opened

UPS COORDINATOR –

UPS CLIENTS		
	MONTH	YEAR TO DATE
Total clients for the month of November	25	373
Total City clients	13	233
City clients that worked	4	112
New City Clients during November	5	63
City Clients cases closed during November	1	74
Total hours assigned to City clients	369	6402
Total hours worked by City Clients	74	1594

PERSONNEL BOARD – The Personnel Board did not meet in November.

MISCELLANEOUS ACTIVITIES

- Job descriptions are in the process of revision for several positions.
- Open Enrollment for health insurance and AFLAC was held in November.
- Great-West representative presented "Plan Characteristics" during November.
- MSEC representative conducted Management Basics class for supervisory personnel.

MUNICIPAL COURT
NOVEMBER 2010 MONTHLY REPORT

DESCRIPTION	Nov 2010	Nov 2009	Nov Change	YTD 2010	YTD 2009	YTD Change	5 yr YTD Avg	5 yr YTD Change
ARRAIGNMENTS	60	41	46%	767	790	-3%	820	-6%
JUVENILE CASES	8	9	-11%	95	139	-32%	151	-37%
TRAFFIC				3	6	-50%	6	-48%
NO INSURANCE				2	2		1	100%
NO SEAT BELT				2	1	100%	2	
SPEEDING				2	5	-60%	2	11%
UNDERAGE POSS OF TOBACCO	1			7	8	-13%	12	-43%
POSS. OF MARIJUANA/DRUG PARAPHERNALIA				4	29	-86%	20	-80%
THEFT				15	8	88%	11	32%
DISTURBING THE PEACE/NOISES	1			12	11	9%	10	18%
Resisting Arrest/Failing Comply w/Lawful Order					1	-100%	2	-100%
INJURING/DEFACING PROPERTY	3			9	2	350%	7	36%
TRESPASSING	2	2		10	10		7	52%
UNDERAGE POSS/CONS ALCOHOL/PROCURE	1	5	-80%	20	40	-50%	48	-59%
CURFEW FOR MINORS				3	3		11	-72%
OTHER		2	-100%	6	13	-54%	12	-52%
ADULT CASES	52	32	63%	672	651	3%	669	0%
TRAFFIC	4	5	-20%	61	76	-20%	64	-5%
NO INSURANCE	2	3	-33%	130	20	550%	34	278%
NO SEAT BELT		1	-100%	78	103	-24%	99	-21%
SPEEDING	10	8	25%	102	109	-6%	86	18%
PARKING	11			94	78	21%	79	20%
POSS. OF MARIJUANA/DRUG PARAPHERNALIA	3	2	50%	50	41	22%	35	42%
THEFT	1	2	-50%	21	36	-42%	26	-20%
DISTURBING THE PEACE/NOISES		5	-100%	19	32	-41%	26	-28%
Resisting Arrest/Filing Comply w/Lawful Order	2			3			8	-61%
INJURING/DEFACING PROPERTY	2			4	7	-43%	7	-43%
TRESPASSING	7			15	5	200%	24	-37%
UNDERAGE POSS/CONS ALCOHOL		1	-100%	44	99	-56%	84	-47%
SALE / PROCUREMENT / OPEN CONTAINER				3	2	50%	8	-61%
OTHER	2	3	-33%	14	13	8%	33	-57%
ANIMAL	8	3	167%	31	31		54	-42%
NUISANCES				3			26	-88%
JUVENILE ARR'S FOUND GUILTY	8	9	-11%	74	112	-34%	89	-17%
JUVENILE ARR'S DISMISSED				5	6	-17%	30	-83%
JUVENILES PLACED ON PROB/DJ/UPS	6	9	-33%	75	119	-37%	109	-31%
JUVENILE VIOLS OF PROB/DJ/UPS		1	-100%	11	21	-48%	18	-39%
JUVENILE FTA/PWL							56	-100%
ADULT ARR'S FOUND GUILTY	23	10	130%	270	309	-13%	272	-1%
ADULT ARR'S DISMISSED	4	2	100%	118	48	146%	94	25%
ADULTS PLACED ON PROB/DJ/UPS	10	8	25%	99	147	-33%	130	-24%
ADULT VIOLS OF PROB/DJ/UPS		1	-100%	3	9	-67%	18	-84%
ADULT FTA/PWL	9	1	800%	57	65	-12%	142	-60%

DESCRIPTION	Nov 2010	Nov 2009	Nov Change	YTD 2010	YTD 2009	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	30	32	-6%	386	407	-5%	497	-22%
CONTINUANCE/SET FOR TRIALS/ETC	8	15	-47%	139	188	-26%	193	-28%
CASES REVIEWED	32	59	-46%	483	545	-11%	504	-4%
TRIALS FOUND GUILTY	3	8	-63%	68	81	-16%	77	-12%
TRIALS FOUND NOT GUILTY				3			298	-99%
TRIALS DISMISSED	3	6	-50%	39	26	50%	76	-49%
NEW CHARGES PROCESSED	160	75	113%	1,716	1,377	25%	1,390	23%
NEW WARRANTS	14	18	-22%	191	214	-11%	217	-12%
DAYS JUVENILES SENT TO DETENTION				10	16	-38%	177	-94%
DAYS ADULTS SENT TO JAIL				90	80	13%	211	-57%
PAID TICKETS	71	47	51%	958	1,074	-11%	1,051	-9%
PAID WITH AUTO POINT REDUCTION	22	21	5%	259	298	-13%	297	-13%
PAID AS REGULAR TICKET	49	26	88%	699	776	-10%	672	4%
FROM PWL TO WARRANT	3			8	5	60%	5	48%

POLICE DEPARTMENT

NOVEMBER 2010 MONTHLY REPORT

During the month of November, officers responded to 956 Calls for Service, compared to 1,143 calls responded to in November of 2009. Our year-to-date Calls for Service are at 12,647, down eight percent from the 13,701 calls experienced at the end of November 2009.

Officers responded to 17 motor vehicle accidents, which is twelve less than the 29 accidents responded to in November of 2009. Through the end of November, officers have responded to 237 motor vehicle accidents which is a two percent decrease over the 242 accidents seen through the same period in 2009.

Officers issued 62 penalty assessments in November 2010, a decrease from the 78 issued in November 2009. Officers issued 228 Warning tickets in November 2010, down from the 353 issued in November, 2009. Officers made two DUI arrests, which is nine less than the eleven DUI arrests made in November 2009. Municipal Criminal/Code citations for November 2010 were 39, a 129% increase from the 17 issued in November of 2009.

Criminal offenses reported to the department numbered 106, which are three percent less, or three less reported offenses than the 109 saw in November 2009. Among the criminal offenses reported were one kidnapping/abduction, ten assaults, one arson, ten burglaries, 25 larceny/theft, three drug violations, and eleven vandalisms. The value of property stolen was \$35,899 with \$12,736 recovered. Officers arrested 67 adults and seven juveniles for a total of 74 arrests during the month of November, 2010. This is thirteen more arrests or eighteen percent more than the total of 61 arrests in November 2009.

In November, 2010, the Youth Services Division received 31 referrals (18 males and 13 females) compared to the 15 referrals (14 males and 1 female) seen in November 2009. The Sterling Police Department referred 27 youth, and schools referred four youth.

Officers responded to 27 calls at local liquor establishments, four more than the 23 calls responded to in November of 2009.

Sterling Police Officers and staff completed 173.25 hours of training during the month of November, 2010. Year-to-date, department employees have completed over 4,133 hours of training, which is approximately 28 percent more training than staff received YTD in 2009, which was 2,989 hours.

DESCRIPTION	Nov 2010	Nov 2009	Nov Change	YTD 2010	YTD 2009	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	956	1,143	-16%	12,647	13,701	-8%	13,654	-7%
MOTOR VEHICLE ACCIDENTS	17	29	-41%	237	242	-2%	260	-9%
CRIMINAL OFFENSES	106	109	-3%	1,280	1,302	-2%	1,158	11%
GROUP "A" OFFENSES	67	68	-1%	863	786	10%	743	16%
GROUP "B" OFFENSES	39	41	-5%	417	516	-19%	415	0%
VANDALISM	11	14	-21%	162	145	12%	147	10%
ARRESTS								
ADULTS	67	54	24%	617	647	-5%	673	-8%
JUVENILES	7	7		102	120	-15%	131	-22%
PROPERTY								
STOLEN	35,899	39,614	-9%	428,473	381,640	12%	351,392	22%
RECOVERED	12,736	19,004	-33%	145,291	164,220	-12%	121,437	20%
MUNICIPAL CHARGES								
PA'S	62	78	-21%	1,122	1,165	-4%	1,214	-8%
CRIMINAL CHARGES	39	17	129%	223	293	-24%	324	-31%
WARNINGS	228	353	-35%	3,346	3,549	-6%	2,524	33%
STATE CHARGES								
TRAFFIC	31	43	-28%	417	508	-18%	481	-13%
DUI'S	2	11	-82%	74	76	-3%	95	-22%
CRIMINAL CHARGES	31	34	-9%	352	364	-3%	368	-4%
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	18	13	38%	156	174	-10%	165	-6%
FEMALE	13	1	1200%	93	87	7%	99	-6%
TOTAL	31	15	107%	249	261	-5%	264	-6%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	27	13	108%	220	224	-2%	234	-6%
LOGAN COUNTY SHERIFF'S OFFICE				4	11	-64%	14	-71%
DISTRICT COURT				5	9	-44%	3	56%
STATE PATROL/OTHER JURISDICTION				1	2	-50%	2	-44%
PARENT/SELF				2	2		5	-57%
SCHOOL	4	2	100%	17	13	31%	8	113%

STERLING FIRE DEPARTMENT
OCTOBER 2010 MONTHLY REPORT

OPERATIONS

Chief Vogel:

- Participated in several Fire Prevention activities during the month.
- Did Fire Prevention radio interview with Andy Rice .
- Firefighter Travis Davis was sworn in.
- Conducted Safety meeting.
- Participated in a community wide Make a Difference Day.
- Attended a FPPA meeting.
- Led Command Staff meeting.
- Attended Webinar from Fire Engineering Magazine.
- Assisted with PLR interviews.
- Attended RE-1 Valley School Safety Meeting.
- Attended School Safety Exercise Design Team meeting.
- Held Fire Station Open House .
- Conducted CWPP input meeting and surveys.
- Working to finalize the CWPP for Logan County.
- Attended Logan County Wildfire Mitigation meeting.
- Recertified in CPR .
- Visited Weld County EMS for networking purposes.
- Met with Norland Hall with the State Forestry Service.
- Interviewed several people for our secretary position.

Conducted new firefighter orientation for four recruit firefighters.

TRAINING

- Several members of the department attended an Advanced Cardiac Life Support course that was held at the station.
- Eng. Bostron and Eng Torres attended a Fire Arson Fatality Scene Investigation course that was held in Denver.

MAINTENANCE

- We had the carpets in the station cleaned.
- Annual pump tests were performed on Engine 11, Engine 12, Engine 16 and Tower 18.
- We are continuing with the annual hydrant testing.
- We are also working on the annual hose testing.

OTHER

- We participated in the annual Fire Prevention Week safety programs at the elementary schools and area pre-schools. Schools included in the program were the K-5 at St. Anthony's School, Ayres School and Campbell School. Preschools were Iliff Head Start, St. Anthony Pre-school, Hagan Pre-School, Early Learners, and Trinity Pre-School.
- We hosted an open house at the station to highlight the Community Wildfire Protection Plan program.
- We also participated in the Make a Difference Day by providing blood pressure checks and taking applications for the Change Your Clock/Change Your Battery program.
- We assisted NJC with a Drunk Driver education program by participating in an extrication drill.
- We assisted the high school with homecoming activities by standing by at a bon-fire and lighting the "S" during the homecoming game.
- We gave tours of the station to two groups from the Fleming Pre-School.

MAJOR INCIDENTS

- No major incidents to report during October.

DESCRIPTION	OCT 2010	OCT 2009	OCT Change	YTD 2010	YTD 2009	YTD Change	5yr YTD AVG	5yr YTD Change
FIRES								
City	3	2	50.0%	28	27	3.7%	3.8	-21.1%
Rural	2	4	-50.0%	54	46	17.4%	3	-33.3%
Total	5	6	-16.7%	82	73	12.3%	6.8	-26.5%
EMS/RESCUE								
City	62	59	5.1%	646	635	1.7%	60	3.3%
Rural	12	33	-63.6%	120	161	-25.5%	18.8	-36.2%
Total	74	92	-19.6%	766	796	-3.8%	79.2	-6.6%
HAZARDOUS CONDITION								
City	23	12	91.7%	181	88	105.7%	13.4	71.6%
Rural	8	3	166.7%	60	18	233.3%	3.2	150.0%
Total	31	15	106.7%	241	106	127.4%	16.6	86.7%
TOTAL 911 CALLS FOR SERVICE								
City	88	84	4.8%	907	869	4.4%	87.4	0.7%
Rural	22	42	-47.6%	245	290	-15.5%	27.8	-20.9%
Total	110	126	-12.7%	1152	1159	-0.6%	115.6	-4.8%
AVERAGE RESPONSE TIME								
City	4.03	5.11	-21.1%	4.37	4.53	-3.5%	4.4	-8.4%
Rural	9.44	11.46	-17.6%	11.34	11.21	1.2%	10.5	-10.1%
Overall	5.06	7.22	-29.9%	6	6.3	-4.8%	5.9	-14.2%
GENERAL ALARMS								
Total General Alarms	0	0	0.0%	43	41	4.9%	1.6	-100.0%
Average Number of Firefighters	0	0	0.0%	12.6	11.51	9.5%	9.5	-100.0%
BUILDING FIRES								
Total Building Fires	0	0	0.0%	14	9	55.6%	0.8	-100.0%
Fires Confined to Room of Origin	0	0	0.0%	6	7	-14.3%	0.2	-100.0%
TRAINING HOURS								
Career Hours	490	149.50	227.8%	3523.1	2081.75	69.2%	218.1	124.7%
Volunteer Hours	45.5	54	-15.7%	589.75	534.3	10.4%	55	-17.3%
Total Hours	535.5	203.5	163.1%	4113.8	2612.35	57.5%	273.1	96.1%
Average Career Hours	32.67	9.97	227.7%	23.47	13.87	69.2%	14.5	125.3%
Average Volunteer Hours	5	3.6	38.9%	5.22	4.11	27.0%	4.1	22.0%
FIRE INSPECTIONS								
New Inspections	30	28	7.1%	340	464	-26.7%	22	36.4%
Re-Inspections	11	20	-45.0%	150	208	-27.9%	12.4	-11.3%
Total Inspections	41	48	-14.6%	490	671	-27.0%	34.4	19.2%
HYDRANT INSPECTIONS								
	7	0	0.0%	220	367	-40.1%	21	-66.7%

PUBLIC WORKS DEPARTMENT

NOVEMBER 2010 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of November with a high temperature of 81° recorded at the water stations on the 6th. Evening temperatures also fluctuated similarly with a low of the month being 3° on the evening of the 25th and a high evening low of 36° recorded on the 1st. The station located east of Sterling recorded a total precipitation of .26" for the month. However, at Sterling Municipal Airport there was a total of .64" recorded in the month of November.

MONTHLY CLIMATOLOGICAL SUMMARY for NOV. 2010

NAME: Sterling Mun. CITY: Sterling STATE: Colorado
 ELEV: 4038 LAT: 40 37 17.79420 LONG: 103 15 59.6633

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	49.5	66.8	3:30p	33.2	12:00m	35.0	5.0	0.00	2.7	25.0	9:00a	N
2	46.3	70.5	3:30p	28.2	6:30a	35.7	4.4	0.00	4.5	31.0	1:30p	N
3	45.7	61.5	2:00p	29.5	12:00m	39.5	0.5	0.00	5.6	31.0	3:30p	NNW
4	37.2	60.5	4:00p	19.2	7:00a	45.2	0.0	0.00	0.9	17.0	2:30p	N
5	41.6	71.1	3:30p	19.4	7:30a	39.8	0.2	0.00	1.9	14.0	12:00p	S
6	48.4	79.9	2:30p	29.1	6:30a	30.5	9.5	0.00	4.1	15.0	10:30a	S
7	48.6	75.3	3:00p	29.7	7:30a	32.5	7.5	0.00	4.3	35.0	6:00p	SSW
8	49.7	75.7	3:00p	26.3	7:30a	34.0	6.0	0.00	3.8	26.0	2:30p	S
9	39.5	52.2	2:00p	30.7	7:30a	43.5	0.0	0.00	8.8	31.0	10:30a	NW
10	36.5	54.0	3:30p	24.3	8:00a	45.8	0.0	0.03	1.4	18.0	1:00p	S
11	33.0	35.7	3:00p	31.0	7:00a	51.7	0.0	0.04	4.3	14.0	1:00p	NNE
12	27.9	39.4	1:00p	14.7	8:00a	56.0	0.0	0.05	5.4	16.0	11:30a	NW
13	31.6	43.0	1:00p	21.8	5:30a	52.6	0.0	0.15	3.6	20.0	12:00m	WNW
14	29.5	41.3	2:00p	16.0	7:30a	56.3	0.0	0.07	6.2	21.0	2:30p	WSW
15	35.1	46.2	2:00p	25.7	12:00m	49.0	0.0	0.05	4.6	18.0	1:00p	W
16	37.4	54.4	2:00p	24.3	1:00a	45.7	0.0	0.20	4.2	31.0	12:00m	SSW
17	33.3	43.6	4:30p	24.1	12:00m	51.2	0.0	0.01	9.0	38.0	2:30a	NNW
18	33.7	53.3	2:30p	20.4	3:00a	48.2	0.0	0.00	1.7	23.0	1:00p	SSW
19	32.4	43.6	3:30p	23.8	12:00m	51.3	0.0	0.00	4.0	26.0	9:00a	NNE
20	31.8	37.4	3:00p	23.7	12:30a	54.4	0.0	0.00	3.2	17.0	2:30p	E
21	29.8	32.6	1:30a	27.2	11:00p	55.1	0.0	0.00	5.5	24.0	11:30a	NNE
22	32.1	46.2	3:00p	20.9	8:00a	51.5	0.0	0.02	5.6	28.0	2:00p	E
23	30.4	51.9	3:00p	11.0	7:00a	53.5	0.0	0.01	7.8	43.0	1:30p	SSE
24	20.3	26.8	8:00a	8.7	12:00m	67.3	0.0	0.00	9.6	32.0	12:30p	N
25	20.6	39.1	3:30p	3.2	4:30a	63.9	0.0	0.00	9.3	34.0	10:00a	W
26	26.1	50.4	4:00p	8.6	5:30a	55.5	0.0	0.00	5.6	27.0	12:30p	SSW
27	32.0	61.0	3:30p	13.7	4:30a	47.7	0.0	0.00	3.2	30.0	2:00p	SSW
28	34.1	52.9	3:30p	19.3	8:30a	48.9	0.0	0.00	5.6	27.0	3:30p	N
29	26.9	33.5	12:30a	21.1	12:00m	57.7	0.0	0.01	21.2	48.0	9:30a	NW
30	27.0	40.6	2:30p	11.2	7:30a	59.1	0.0	0.00	11.0	40.0	12:30p	WNW
<hr/>												
	34.9	79.9	6	3.2	25	1459.8	33.1	0.64	5.6	48.0	29	SSW

Max >= 90.0: 0
 Max <= 32.0: 1
 Min <= 32.0: 29
 Min <= 0.0: 0
 Max Rain: 0.20 ON 11/16/10
 Days of Rain: 8 (>.01 in) 2 (>.1 in) 0 (>1 in)
 Heat Base: 85.0 Cool Base: 45.0 Method: (High + Low) / 2

STREET/SANITATION DIVISIONS

The resources spent sweeping City streets is up with 762 blocks being swept throughout the month compared to a year ago. However the division also expended 59 tons of granular base for City streets and roads throughout the City, grading 80 blocks of alleys and 52 blocks of streets throughout the City. The division expended 26 tons of hot bituminous mix in pothole repair.

The division expended 29 gallons of paint during the month painting curbs, 6 gallons of paint painting parking and 15 gallons of paint painting lanes. The division repaired 10 traffic control signs, replaced 26 traffic control signs, installed 32 new traffic control signs, and removed 78 traffic control signs throughout the City.

The sanitation division collected 61 tons of loose trash throughout the month. However, they collected 416 tons of compacted trash. This compacted trash is a 0% increase/decrease compared to a year ago. Under time and material removals there were 0 tons this month. The division furthermore disposed of 0 tons of street sweepings and/or miscellaneous debris from the Service Center throughout the month.

DESCRIPTION	Nov 2010	Nov 2009	Nov Change	YTD 2010	YTD 2009	YTD Change	5 yr YTD Avg	5 yr YTD Change
STREET MAINTENANCE								
Streets Swept (Blocks)	762	495	54%	5,325	6,021	-12%	8,364	-36%
Streets Swept (Intersections)							1	-100%
Sweeper Water-Dust Control (Gals)	5,950	6,950	-14%	69,370	75,470	-8%	78,830	-12%
Flushing Streets (Gals)							1,684	-100%
Gravel/ABC-Alleys (Tons)	59	77	-23%	787	703	12%	539	46%
Gravel/ABC-Streets (Tons)		498	-100%	235	1,201	-80%	924	-75%
Grading Alleys (Blocks)	80	103	-22%	1,127	1,621	-30%	1,224	-8%
Grading Streets (Blocks)	52	103	-50%	656	1,171	-44%	740	-11%
Grade Parking Lots (Blocks)							5	-100%
Excavate Sub-base (Cu Yds)				536	552	-3%	746	-28%
Excavate Asphalt (Tons)				790	384	106%	800	-1%
Excavate Concrete (Tons)				27	165	-84%	152	-82%
Structure Backfill (Tons)	41			628	1,115	-44%	1,329	-53%
Backfill-Pit Run & Yard Stock Dirt (Cu Yds)	2,218			2,946	2,003	47%	1,628	81%
Hot Bituminous Mix (Tons)	26	24	10%	948	840	13%	924	3%
Emulsion/Tack Oil (Gals)					405	-100%	119	-100%
Cold Mix-Asphalt (Tons)				10	2,400	-100%	492	-98%
Catchbasins - Alfosid Briquets				2,161	2,250	-4%	1,201	80%
Catchbasins Cleaned (Each)	1,075	250	330%	6,115	5,110	20%	3,627	69%
Painting-Parking (Gals)	6			122	36	238%	66	85%
Painting-Crosswalks (Gals)				116	59	97%	89	30%
Painting-Curbs (Gals)	29			364	75	385%	291	25%
Painting-Symbols (Gals)							1	-100%
Painting-Lanes(Gals)	15			29	48	-41%	25	16%
SIGN MAINTENANCE								
Traffic Control-Repair (Each)	10			51	29	76%	20	150%
Traffic Control-Replace (Each)	26	19	37%	137	173	-21%	105	30%

Traffic Control-Install (Each)	32	25	28%	183	201	-9%	135	35%
Traffic Control-Remove (Each)	78	23	239%	217	168	29%	100	117%
Street Name-Repair (Each)	5			81	18	350%	13	523%
Street Name-Replace (Each)		71	-100%	204	151	35%	35	476%
Street Name-Install (Each)		71	-100%	204	149	37%	66	207%
Delineators-Repair & Replace (Each)				3	14	-79%	11	-72%
SNOW/ICE CONTROL								
Snow Removal (Loads)				239	31	679%	602	-60%
Salt/Sand Mix Material (Tons)				161	240	-33%	298	-46%
Plowed/Sanded Streets (Miles)		142	-100%	1,556	3,546	-56%	2,551	-39%
SANITATION								
Loose Trash/Debris Collection:WO (Tons)	61	12	414%	1,388	785	77%	835	66%
Compacted Trash Collection (Tons)	416	415	0%	5,730	5,715	0%	5,713	0%
Alley Debris/Trash Removal: T & M (Tons)				419			61	589%
Yard: Sweepings + Misc Debris (Tons)		81	-100%	612	1,396	-56%	1,626	-62%
Container Repairs-90 Rollouts (Each)	37	23	61%	193	352	-45%	355	-46%
Container Repairs-Dumpsters (Each)	43	13	231%	403	363	11%	347	16%
Level Dumpsters - Gravel Base Pad					1	-100%	14	-100%
Weed Control-Mowing (Hours)				195	144	35%	151	29%
Weed Control-Burning (Hours)							8	-100%
MATERIAL PROCESSING								
Haul Materials from Airport Pit (Cu Yds)							353	-100%
Haul Sand from Logan County Landfill				20			165	-88%
Haul Materials from Vendor Yard (Tons)				702	2,882	-76%	1,576	-55%
Haul Materials from Project Site (Cu Yds)	70	14	419%	2,698	4,493	-40%	3,191	-15%
Haul Pulverized Asphalt/Millings (Cu Yds)				1,161	672	73%	786	48%
MISCELLANEOUS								
Haul Rip Rap Materials--Concrete					645	-100%	182	-100%
Crack Sealing (#'s per day)				20,310	29,334	-31%	15,005	35%

WATER/SEWER DIVISION

The water division produced 61,686,100 gallons, a 2% increase compared to November a year ago, and a 21% increase in hours logged. Furthermore the division responded to 239 requests for locates throughout the month. The meter reader read 5,009 meters resulting in 115 turn-offs for delinquent payment and also 17 investigations for high usage. The division continued the testing regime necessary for the health department regulations, responded to 14 and cleared 14 SCADA alarms at the time of reporting.

The sewer division cleaned 400 feet of sewer line throughout the month. This division responded to 240 requests for locates.

MISCELLANEOUS - OTHER								
Concrete Blocks Built (No.)								
Water Main Leak Detection (Feet)				40			19,008	-100%
METER SECTION								
METERS (No.)								
Meters Read	5,009	4,412	14%	51,227	49,894	3%	48,909	5%
Meter Turn-offs (for repair)	11	11		132	149	-11%	133	-1%
Meter Turn-offs (delinquent)	115	66	74%	747	683	9%	633	18%
Meter Turn-ons (all)	116	72	61%	855	754	13%	698	22%
METER MAINTENANCE (No.)								
Meters Repaired - In House							12	-100%
Meters Repaired - In Field				17	1	1600%	38	-56%
Meters Repaired - Manufacturer								
METER INVESTIGATIONS (No.)							1	-100%
Zero Consumption							17	-100%
High Usage	17	7	143%	487	309	58%	384	27%
Leaking in Meter Pit							3	-100%
METER PIT MAINTENANCE (No.)								
Curb Stops Repaired				1			1	25%
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	14	16	-13%	200	156	28%	340	-41%
Park Meters Read	22	22		292	228	28%	216	35%
WELL HOUSE MAINTENANCE (No.)								
Motors Checked	390	390		4,342	4,342		4,313	1%
Well Building Security Checked	630	630		7,014	7,014		4,760	47%
WELL MAINTENANCE (No.)								
Well GPM Check							18	-100%
Well Check for Sand					9	-100%	26	-100%
Well Static Level					52	-100%	15	-100%
Well Draw Down					52	-100%	11	-100%
Well Air Check	90			609	9	6667%	48	1158%
GROUND STORAGE TANKS (No.)								
7.5 MG Tank Checked	60	60		668	430	55%	510	31%
7.5 MG Tank Level Checked	60	60		668	430	55%	510	31%
2.0 MG Tank Checked	60	60		668	430	55%	509	31%
2.0 MG Tank Level Checked	60	60		668	430	55%	511	31%
Security Checks	60	60		668	430	55%	709	-6%
ELEVATED STORAGE TANKS (No.)								
0.25 MG North Checked	90	90		1,002	816	23%	818	23%
0.25 MG North Level Checked	90	90		1,002	815	23%	837	20%
0.25 MG South Checked	90	90		1,002	815	23%	838	20%
0.25 MG South Level Checked	90	90		1,002	815	23%	841	19%

Security Checks	180	180		2,004	1,306	53%	1,298	54%
WATER QUALITY TESTING (No.)								
Well Samples Taken	6	1	500%	129	24	438%	82	57%
Distribution Samples Taken		10	-100%	211	116	82%	200	6%
Chlorine Samples Taken	44	51	-14%	634	472	34%	655	-3%
Bacteriological Samples Taken	15	22	-32%	186	171	9%	174	7%
Other - Samples taken	29			270	67	303%	54	400%
SCADA SYSTEM (No.)								
SCADA Alarms	14	7	100%	401	182	120%	230	74%
SCADA Alarms Cleared	14	7	100%	400	180	122%	227	76%
DISINFECTION (No.)								
Chlorine Bottles Picked Up	7	6	17%	131	103	27%	108	22%
Chlorine Bottles Returned	7	6	17%	125	103	21%	106	17%
POTABLE WELLS								
WELLS PUMPED								
Hours	2,267	1,878	21%	33,472	32,904	2%	39,174	-15%
Gallons	61,686	60,566	2%	996,131	929,569	7%	1,148,792	-13%
Call Customer By Phone							5	-100%

DESCRIPTION	Nov 2010	Nov 2009	Nov Change	YTD 2010	YTD 2009	YTD Change	5 yr YTD Avg	5 yr YTD Change
SANITARY SECTION								
Sewer Service Installed (No.)							3	-100%
Sewer Service Installed (No.) 4"							2	-100%
Sewer Service Installed (No.) 6" & larger								
Sewer Service Taps Installed (No.) all							2	-100%
Sewer Service Inspected (No.)				2	1	100%	0	400%
Sewer Service Repaired (No.)		1	-100%	3	6	-50%	3	-12%
Sewer Lines Installed (Ft.)							70	-100%
Sewer Lines Installed (Ft.) 6"							62	-100%
Sewer Lines Installed (Ft.) 8"				900	1,705	-47%	341	164%
Sewer Lines Installed (Ft.) 10"								
Sewer Lines Installed (Ft.) 12" & larger								
Sewer Lines Replaced (Ft.) 4"							16	-100%
Sewer Lines Replaced -6" (Ft)								
Sewer Lines Replaced -8" (Ft)							848	-100%
Sewer Lines Replaced -10" (Ft)					8	-100%	65	-100%
Sewer Lines Replaced-12" & larger (Ft)							105	-100%
Sanitary Sewer Relined-all sizes (Ft)								
Sewer Lines Cleaned (Ft.) 4"							9,920	-100%
Sewer Lines Cleaned (Ft.) 6"				300	1,700	-82%	1,558	-81%
Sewer Lines Cleaned (Ft.) 8"		600	-100%	9,750	13,955	-30%	25,431	-62%
Sewer Lines Cleaned (Ft.) 10"	400			6,400	3,628	76%	9,592	-33%
Sewer Lines Cleaned (Ft.) 12" & larger				1,100	6,906	-84%	4,820	-77%
Sewer Lines Repaired (Ft.)							898	-100%

Catchbasins Cleaned (No.)				12	5	140%	25	-53%
Storm Sewer Line Locates (No.)	80	101	-21%	1,119	1,102	2%	970	15%
Storm Sewer Manhole Locates (No.)	160	202	-21%	2,157	2,093	3%	711	204%
Call Customer by Phone				5			3	79%

AIRPORT DIVISION

The airport division witnessed 12 operations during the month of November. Throughout the month this division sold 918 gallons of fuel, which is a 72% decrease from November 2009. However the total year-to-date of 26,790 gallons of fuel, is a 20% decrease compared to a year ago.

DESCRIPTION	Nov 2010	Nov 2009	Nov Change	YTD 2010	YTD 2009	YTD Change	5 yr YTD Avg	5 yr YTD Change
OPERATIONS BY A/C TYPE								
A/C Single Engine		187	-100%	837	1,619	-48%	2,327	-64%
A/C Multi Engine		24	-100%	107	170	-37%	211	-49%
Helicopter	12	8	50%	252	151	67%	166	52%
Turbojet		79	-100%	330	637	-48%	674	-51%
Other Types					2	-100%	26	-100%
TOTAL OPERATIONS	12	298	-96%	1,526	2,579	-41%	3,403	-55%
AVIATION FUEL DISPENSATION								
Avgas (Gals.)	92	1,574	-94%	7,872	14,724	-47%	20,223	-61%
Jet-A (Gals.)	826	1,685	-51%	18,917	18,896	0%	24,365	-22%
TOTAL FUEL	918	3,259	-72%	26,790	33,619	-20%	44,587	-40%

CODE ENFORCEMENT DIVISION

There were 0 permits issued for new residential work with a construction value of \$0 in the month of November. There were 10 permits for residential additions/alterations with a construction value of \$30,669.00. There were 0 permits issued for new non-residential work with a construction value of \$0 in the month of November. Furthermore there were 3 permits for non-residential additions and/or alterations with a construction value of \$30,155.00. For summation of the month there was a total of 13 building permits issued with a fee structure of \$1,973; 0 demo permits with a fee structure of \$0; 2 fence permits with a fee structure of \$40; 3 mechanical permits with a fee structure of \$98; 2 sign permits with a fee structure of \$60; 9 excavation permits with a fee structure of \$240, 0 manufactured home hookup permits with a fee structure of \$0 and 23 miscellaneous permits and/or approvals issued with a fee structure of \$5,079.00. Throughout November, there were 52 permits and/or approvals issued with a 6% increase compared to a year ago. The fee structure is \$7,490.00, a 93% decrease compared to a year ago.

DESCRIPTION	NOV 2010	NOV 2009	NOV Change	YTD 2010	YTD 2009	YTD Change	5 yr YTD Avg	5 yr YTD Change
NEW RESIDENTIAL								
Single-Family Detached 101								
Permits					1	-100%	3	-100%
Units					1	-100%	3	-100%
Value					66,000	-100%	240,138	-100%
Condominiums/Townhouses 102								
Permits								
Units								
Value								
Duplex 103								
Permits				1				
Units				2				
Value				186,552				
Three & Four Family 104								
Permits								
Units								
Value								
> 4 Family Apartments 105								
Permits							0	-100%
Units								
Value							2,660	-100%
Manufactured Homes 106								
Permits							3	-100%
Units							3	-100%
Value							16,475	-100%
TOTALS								
Permits				1	1		6	-83%
Units				2	1	100%	6	-64%
Value				186,552	66,000	183%	259,273	-28%
NEW RESIDENTIAL (GROUP/TRANSIENT)								
Hotels & Motels 213								
Permits							0	-100%
Units							10	-100%
Value							400,000	-100%
Other Nonhousekeeping 214								
Permits							0	-100%
Units							0	-100%
Value							8,334	-100%
TOTALS								
Permits							1	-100%
Units							10	-100%
Value							408,334	-100%
RESIDENTIAL ADD/ALTERATIONS								
Residential Additions/Alterations 434								
Permits	10	13	-23%	121	116	4%	92	31%

Value	30,669	187,093	-84%	759,661	1,057,662	-28%	867,992	-12%
Residential Garages/Carports 438								
Permits		1	-100%	8	18	-56%	7	21%
Value		3,600	-100%	80,982	204,545	-60%	58,451	39%
TOTALS - RES. ADD/ALTERATIONS								
Permits	10	14	-29%	129	134	-4%	99	31%
Value	30,669	190,693	-84%	840,643	1,262,207	-33%	926,443	-9%
NEW NONRESIDENTIAL								
Amusement & Recreation 318								
Permits				1			0	150%
Value				850,000			58,794	1346%
Churches & Religious 319								
Permits							0	-100%
Value							279,826	-100%
Industrial Buildings 320								
Permits							1	-100%
Value							7,812,784	-100%
Auto Service & Repair 322								
Permits							0	-100%
Value							81,132	-100%
Hospitals & Institutions 323								
Permits		1	-100%		2	-100%	1	-100%
Value		4,000,000	-100%		4,930,000	-100%	1,199,813	-100%
Offices 324								
Permits							2	-100%
Value							270,943	-100%
Schools & Education 326								
Permits								
Value								
Commercial Buildings (Retail) 327								
Permits							1	-100%
Value							782,023	-100%
Public Works & Utilities 325								
Permits							0	-100%
Value							620	-100%
Other Buildings 328								
Permits				4	7	-43%	15	-74%
Value				142,757	497,838	-71%	531,902	-73%
Structures 329								
Permits				2	10	-80%	10	-79%
Value				4,000	126,412	-97%	275,141	-99%
TOTALS - NEW NONRESIDENTIAL								
Permits		1	-100%	7	19	-63%	31	-77%
Value		4,000,000	-100%	996,757	5,554,250	-82%	11,292,978	-91%
NONRESIDENTIAL ADD/ALTERATIONS								
Nonresidential Add/Alterations 437								
Permits	3	4	-25%	60	30	100%	40	49%
Value	30,155	19,860	52%	5,343,362	2,356,848	127%	2,180,950	145%

PARKS, LIBRARY AND RECREATION DEPARTMENT

OCTOBER 2010 MONTHLY REPORT

DEPARTMENT OVERVIEW

There was one Pavilion Reservations issued during the month, for a year to date total of 192; and 2 Facility Use Permits were issued during the month. No money was paid out in the Tree Removal Program, for a year to date total of \$1,087.50. No money was paid out for the Tree Planting Program for a year to date total of \$535.99.

The Department secretary attended PLR staff, secretary and newsletter meetings during the month. She also prepared, distributed and put all PLR news releases on the City Web Page. The Department secretary prepared, printed and distributed the November newsletter.

Dennis Fuller, Recreation Superintendent and Gail Shafer, PLR Administrative Secretary, attended the October 12th Parks, Library and Recreation Board meeting. Also attending was City Manager Kiolbasa, who explained Amendments 60 & 61 and Proposition 101. Other items discussed: update for search for PLR Director; Citizen Tree Removal Program; Update on Library Construction and Update on the new museum building.

PARKS, CEMETERY AND FORESTRY

Parks- October has been a busy month, with the annual fertilization of the turf in the parks with 15 tons of custom blended fertilizer. Turf maintenance has resulted in 483.5 hours due to the fertilization and the warmer than normal temperatures. Keeping up with mowing and trimming has been a challenge as the growing season has been expanded due to the warm temperatures. Winterization of the parks, parks facilities and irrigation systems has been implemented. A total of 195 irrigation hours were used to winterize the systems.

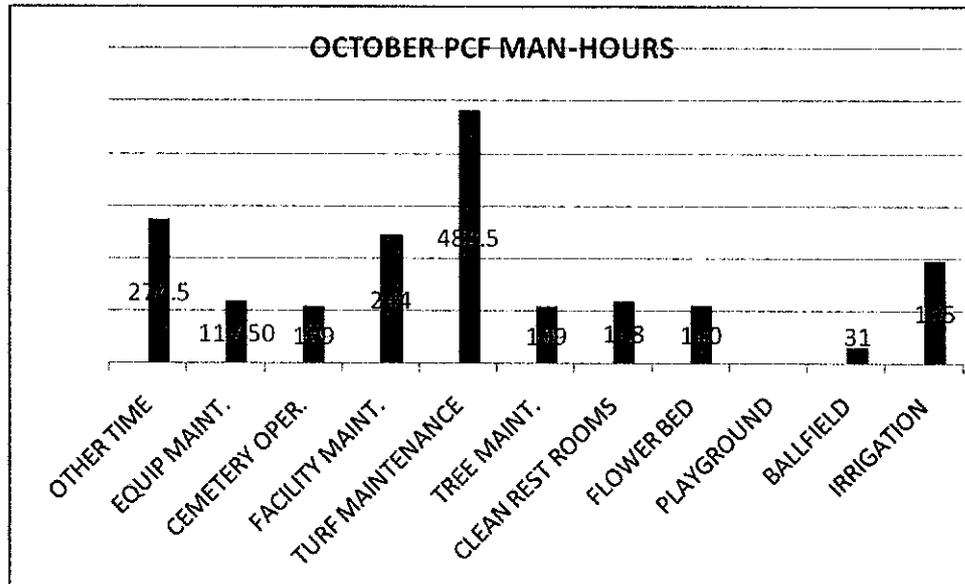
Cemetery- The Riverside Cemetery staff has been busy trying to keep up with the maintenance and funerals. There were seven funerals in October, with four of them being cremains. Eleven monument permits were reviewed and approved for the monument companies. Fifty-three grave spaces were repaired. The fall fertilizer application was completed at the cemetery with the assistance of Parks and Forestry crews. 13,850 lbs. of time released fertilizer was utilized at the cemetery.

Forestry- The Forestry crew has been one man, short most of the month due to an employee being terminated. The lone Forestry person has been working on prioritized action requests as help from the parks crew becomes available.

Ongoing PCF projects:

- Perform all routine maintenance activities necessary
- Repaint vestibules at miscellaneous park sites
- Install holiday decorations
- Restoration of park signs
- Train new hires for positions

Graph below denotes man-hours used during the month of October:



DESCRIPTION	Oct 2010	Oct 2009	Oct Change	YTD 2010	YTD 2009	YTD Change	5 yr YTD Avg	5 yr YTD Change
PARKS								
Man-hours of equip maint (all PCF)	118	221	-47%	1,521	1,499	1%	1,510	1%
Facility reservations	12	1	1100%	198	241	-18%	260	-24%
Restroom cleanings/inspections	118	126	-7%	1,565	1,398	12%	1,717	-9%
Man-hours of ballfield preparation	31	42	-26%	1,540	1,579	-3%	1,384	11%
CEMETERY								
Opening/Closing	7	11	-36%	73	95	-23%	93	-21%
Cremaains - Opening/Closing	4			30	33	-9%	32	-7%
Spaces sold	3	4	-25%	28	61	-54%	62	-55%
Monument permits	11	10	10%	184	206	-11%	124	49%
Graves repaired/raised	53	38	39%	1,118	932	20%	630	77%
Niches Sold	3			14	17	-18%	21	-32%
FORESTRY								
Trees trimmed	40	23	74%	321	570	-44%	521	-38%
Trees removed	18	21	-14%	213	167	28%	105	102%
Action Requests completed	2	7	-71%	79	107	-26%	70	13%
Trees planted				51	44	16%	122	-58%
Stumps removed by contract				28	34	-18%	30	-8%

LIBRARY

The patron count for Sterling Public Library from Oct. 1 through Oct. 31, 2010 was 3780.

The library had 5 Community Servants for a total of 80.5 hours of community service. Three volunteers worked 13 hours. Total volunteer hours for the month of October were 93.5.

Sterling Public Library made 231 interlibrary loan requests of other libraries and received 214 items. Other libraries made 271 interlibrary loan requests and Sterling Public Library loaned 222 items. Lending libraries were unable to fill 27 requests and Sterling Public Library was unable to fill 49 requests. Total interlibrary loan requests were 502 and 436 items were

circulated. The unfilled requests by Sterling Public Library are high because SWIFT and Polaris are not communicating properly. SWIFT hopes that an upgrade in the near future will correct the problem.

Jo Ann Conter reported 21 tutors worked with 26 students for 126.5 hours during October.

Story Time began on Oct. 5th. Little Readers, Toddle Time and the Tuesday evening story time are being offered again this year. The fall session began a month late due to the move of the library for construction.

Dorothy Schreyer attended the AskColorado meeting on Oct. 7th.

Sandy Van Dusen attended the Rural and Small Library conference on Oct. 15th. A variety of issues related to public libraries were discussed.

Fright Night was held on Oct. 25th with 13 kids and 10 adults attending. A costume contest was held to begin the program. Denise told Halloween stories and concluded with a scavenger hunt of the library to find the missing candy.

Justin Matott, Colorado author, provided two programs on Oct. 28th at the library. There were 26 people attending each of the programs and 15 who came prior to the programs to purchase books and have them signed.

Denise Ladd attended the Youth Service workshop in Ft. Collins on Oct. 29th.

PROJECT UPDATE:

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

Dial-a-Story will be unavailable during Phase II of construction.

DESCRIPTION	Oct 2010	Oct 2009	Oct Change	YTD 2010	YTD 2009	YTD Change	5 yr YTD Avg	5 yr YTD Change
Active Library Patrons							29,848	-100%
Books Checked Out	7,400	7,682	-4%	82,164	82,822	-1%	79,341	4%
In-house Circulation	1,183	1,251	-5%	10,514	14,462	-27%	11,275	-7%
Volunteer Hours	13	5	160%	77	136	-44%	191	-60%
Story Time Attendance	107	64	67%	384	327	17%	602	-36%
Summer Reading Program				635	669	-5%	753	-16%
Reference Questions	995	747	33%	9,702	7,496	29%	7,265	34%
Books Placed on Hold	560	363	54%	3,757	3,363	12%	2,567	46%
Inter-Library Loans								
Borrowed requests	231	147	57%	2,158	1,874	15%	1,772	22%
Loaned requests	271	289	-6%	2,151	2,335	-8%	1,479	45%
Total	502	436	15%	4,309	4,199	3%	3,250	33%
Library Meeting Room Use		11	-100%	43	144	-70%	248	-83%
Patrons Using Facility	3,780	5,125	-26%	41,024	46,445	-12%	51,390	-20%
Hours Tutoring	127	139	-9%	1,252	1,371	-9%	1,417	-12%
Internet use	1,547	1,970	-21%	15,719	19,497	-19%	17,730	-11%

RECREATION DIVISION

FALL YOUTH VOLLEYBALL: Practice began the week of August 26th and the program ended October 30th. This is the 11th year for this program and it has grown from 13 teams with just over 100 participants in 2000, to 47 teams and over 358 participants in 2010. This is up 36 players from 2009. The 109 matches played in October accounted for 1,744 player and 6,540 spectator visits to the Sterling Middle School.

FALL WOMEN'S VOLLEYBALL: Fall Adult Volleyball started Sept. 13th with 21 teams competing. This is up 7 teams from 2009! There are 7 teams in the "Women's A" division and 5 teams in the "Women's Upper B" division, 4 teams in the "Women's B" division, and 5 teams in the "Co-Rec." Division. A total of 26 league matches and 13 tournament matches were played in October which accounted for 468 player and 780 spectator visits to the Sterling Middle School. The tournaments will end November 10th.

YOUTH BASKETBALL: Registration for youth basketball took place in October. Team rosters for the out of town teams were prepared. Advertising for Officials and scorekeeper positions took place. Equipment was inventoried and ordered. We will have a coaches' clinic on November 20th to try to get coaches on board to help them understand, and help us implement, the program better. There will also be two mandatory official's clinics to try and help officials understand the rules better and control play during games. The official's clinics will take place on Dec. 27th and Jan. 3rd at 5:30 p.m. at the Recreation Center.

RECREATION CENTER

TRICK OR TREAT STREET: The Sterling Recreation Center hosted its annual "Trick Or Treat Street" on Halloween from 5:00 p.m. to 8:00 p.m. The event was sponsored with generous donations from 72 local businesses! Over \$1700.00 worth of donation money was used to purchase the candy, which was handed out free to all costumed children 12 and under.

Before the event, 1,500 fliers were sent to each K-6th grade student in the RE-1 Valley schools and to all pre-schools and daycares. Press releases were done and staff went to local radio stations to promote the event.

This year the turnout was extremely high with over 3,000 kids and parents passing through 12 different themed donation stations. Our theme was "Night at the Museum." Inside the Recreation Center was decorated with memorable scenes from the movie, Night at the Museum. The lifeguards were dressed up like Sacajawea, Octavius, Ahkmenrah, Jedediah, Attila the Hun, Christopher Columbus, night watchmen, cowboy's and cavemen. The exterior of the Recreation Center was fully decorated with props from previous years Trick or Treat Street themes, air filled decorations, and wooden props.

The scene and prop construction involved many man hours and took full-time staff, part-time staff, volunteers and U.P.S. workers a month to complete.

TOTAL PAID ADMISSIONS: There were 1,707 total paid admissions to the Sterling Recreation Center in October, 2010. This is down 35 patron visits from October, 2009.

Total paid admissions in October, 2010 do not include 2,270 children from Re-1 Schools that used the Sterling Recreation Center free due to Intergovernmental Agreements. The RE-1 use breakdown is as follows: 388 children from S.H.S. PE classes, 1,284 children from S.M.S. PE classes, and 90 children from the S.M.S. swim team, 477 children from Ayres and another 31 other RE-1 children.

NON-PARTICIPANT ADMISSIONS: There were a total of 33 Non-Participant admissions to the Recreation Center in October, 2010. This is down 15 participants from October, 2009.

CHILD ADMISSIONS: There were a total of 50 Child admissions to the Recreation Center in October, 2010. This is up 22 participants from October, 2009.

YOUTH ADMISSIONS: There were a total of 270 Youth Admissions to the Recreation Center in October, 2010. This is down 46 participants from October, 2009.

ADULT ADMISSIONS: There were a total 549 Adult Admissions to the Recreation Center in October, 2010. This is down 39 participants from October, 2009.

SENIOR ADMISSIONS: There were a total of 282 Senior Admissions to the Recreation Center in October, 2010. This is up 133 participants from October, 2009.

CITY EMPLOYEE ADMISSIONS: There were a total of 117 City Employee Admissions to the Recreation Center in October, 2010. This is down 16 participants from October, 2009.

YEARLY ADMISSIONS: There were 302 Yearly Pass Admissions to the Recreation Center in October 2010. This is down 74 participants from October, 2009.

FAMILY ADMISSIONS: There were a total of 26 Family Admissions to the Recreation Center in October, 2010. This is the same number as October, 2009. Those 26 Family Admissions accounted for approximately 104 individuals using the Recreation Center for the month.

DESCRIPTION	Oct 2010	Oct 2009	Oct Change	YTD 2010	YTD 2009	YTD Change	5 yr YTD Avg	5 yr YTD Change
WINTER								
Volleyball Teams							29	-100%
Volleyball Participants							717	-100%
Volleyball Spectators					32	-100%	1,126	-100%
Adult Basketball Teams				40	1,024	-96%	236	-83%
Adult Basketball Participants				1,264	1,280	-1%	1,086	16%
Adult Basketball Spectators				1,600	168	852%	1,066	50%
Youth Basketball Teams				182	10,752	-98%	2,294	-92%
Youth Basketball Participants				12,944	12,600	3%	12,946	0%
Youth Basketball Spectators				15,780	32	49213%	11,152	41%
Adult Basketball Tourn. Teams				42	320	-87%	82	-49%
Adult Basketball Tourn. Participants				368	400	-8%	342	7%
Adult Basketball Tourn. Spectators				460			328	40%
Open Gym Participants					17	-100%	3	-100%
Denver Nugget Basketball Skills Challenge				21			8	169%
Santa at the Center Participants								
Spring								
Volleyball Teams				81	77	5%	54	51%
Volleyball Participants				2,416	2,624	-8%	2,021	20%
Volleyball Spectators				3,020	2,776	9%	2,163	40%
Summer								
Adult Softball Teams				90	90		89	2%
Adult Softball Participants				4,896	4,128	19%	4,373	12%
Adult Softball Spectators				8,160	77	10497%	7,290	12%
Wildcat Softball Teams				73	77	-5%	81	-10%
Wildcat Softball Participants				3,640	3,612	1%	3,810	-4%

Wildcat Softball Spectators				12,140	7,740	57%	8,044	51%
Pet Show Participants				13	13		20	-35%
Rockies Baseball Skills Challenge				21	22	-5%	19	11%
July 4th Dance Attendance				500	500		500	
July 4th Fireworks Attendance				5,000	6,000	-17%	6,000	-17%
Fall								
Softball Teams				30	28	7%	31	-3%
Softball Participants				1,440	1,344	7%	1,531	-6%
Softball Spectators		14	-100%	1,200	1,120	7%	1,292	-7%
Volleyball Teams	21	300	-93%	42	28	50%	21	104%
Volleyball Participants	468	500	-6%	972	552	76%	341	185%
Volleyball Spectators	780			1,620	920	76%	636	155%
Punt, Pass & Kick Participants				12	10	20%	14	-12%
Open Gym Participants		45	-100%					
Youth Volleyball Teams	47	1,344	-97%	94	90	4%	64	46%
Youth Volleyball Participants	3,248	5,040	-36%	5,640	1,824	209%	1,414	299%
Youth Volleyball Spectators	6,540	3,200	104%	8,460	6,840	24%	4,858	74%
Trick or Treat Street Participants	3,000	2,500	20%	3,000	3,200	-6%	1,140	163%

OVERLAND TRAIL MUSEUM

During the month of October, 396 visitors visited the Museum, representing 27 states.

The Museum installed a temporary exhibit in the lobby of the Plainsman Grill to coincide with their new western theme. The exhibit space can be changed periodically. The exhibit also gives us the opportunity to display our brochures and fliers about coming events at the museum.

Kay Rich met with exhibit consultant, Anne Bond, to complete some preliminary plans for the new exhibit in the education building. A floor plan has been completed and a complete exhibit prospectus has been completed. Nate Laybourn also met with us during this time to discuss the art projects for this exhibit. Five interactive ideas have been sent to the Exhibit Designer at the Houston Museum of Natural Science for consideration. Kay has also spent time this month completing the budget for the furnishings and exhibits for this building.

Children's programs this month included the High Plains History Club and the third annual Night At The Museum event.

The Museum hosted one wedding and gave a brief overview and tour to the Economic Development Group that was here to do the community assessment. The group was very complimentary of the museum and some helpful suggestions including new signage were given. Kay Rich also attended the Community Assessment dinner and meeting that same evening.

The Museum staff has been in the process of some fall clean up and has begun removing the exhibit in the Dave Hamil building.

Christmas plans are underway – dates include "Hanging of the Greens" on November 20 – "A Child's Christmas on the Prairie" on December 4 – "Christmas on the Prairie" open house on December 6, 13 & 20 and the radio broadcast of "A Christmas Carol" on December 20.

Progress has been good on the construction of the new Education facility. The cement work has been completed and stud walls are up in the main room of the building.

Museum Projects

Frank Walsh building project.....Building progressing
 Labeling artifactsOngoing project
 Cleaning buildings & artifacts.....Ongoing
 Cataloging donations.....Done as items are accessed
 Tannery.....In progress
 Research Room.....Plans progressing

DESCRIPTION	Oct 2010	Oct 2009	Oct Change	YTD 2010	YTD 2009	YTD Change	5 yr YTD Avg	5 yr YTD Change
Numbers of Donors	3	7	-57%	27	52	-48%	52	-48%
Number of items donated	6	47	-87%	96	254	-62%	259	-63%
Number of School Visits				18	19	-5%	24	-24%
Number of Students				755	904	-16%	935	-19%
Prairie School Students				75	96	-22%	121	-38%
Prairie School Teachers				10	14	-29%	12	-14%
Number of Special Events	1	2	-50%	15	14	7%	6	150%
Total Attendance of Special Events	35	270	-87%	3,024	3,951	-23%	3,184	-5%
Number of Weddings	1			4	5	-20%	4	-5%
Number of Tour Buses	1			3	1	200%	2	50%
Tour Bus Visitors	22			67	10	570%	31	119%
States represented	27	25	8%	248	217	14%	265	-6%
Foreign Countries Represented		4	-100%	25	30	-17%	36	-30%
Total of All Visitors	396	417	-5%	8,720	9,917	-12%	9,145	-5%
Volunteer Hours	14	24	-44%	302	508	-41%	727	-58%
Square Foot, Bldg. Maintained	24,766	24,766		247,660	247,660		243,068	2%