

# STERLING

A Colorado Treasure

**MONTHLY REPORTS**  
**November 2014**

## CITY MANAGER

### NOVEMBER 2014 MONTHLY REPORT

#### **City Manager:**

City Manager Donald J. Saling attended the following meetings during the month of November:

- City Attorney meetings for various legal issues and advise
- Met with representatives from Xcel Energy regarding the undergrounding of the utility lines on Main Street near Korf Chevrolet
- Attended the Logan County Economic Development Corporation Board meeting
- Attended the Veterans Day event at the National Guard
- Attended the swearing in ceremonies for 2 Police Officers
- Worked on finalizing the 2015 Fiscal Plan
- Attended 2 Regular and 1 Special City Council meetings

#### **Executive Secretary:**

The Executive Secretary continues to do the packets for Council.

Executive Secretary Bornhoff 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 2015 budget, Connie started assembling the budgets for distribution. She also helped with the building of the City's float for the Parade of Lights.

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

**There is not an Emergency Management Coordinator report for the month of November.**

#### **Sterling Emergency Communications Center:**

- Communications Center handled 1,871 calls for service during the month of November 2014, a 14 percent decrease from the 2,177 calls received in November 2013.
- Sterling Police Department handled 1,025 calls for service in November 2014, a 4 percent decrease compared to 1,064 calls for service received in November 2013.
- Logan County Sheriff's Office received 569 calls for service in November 2014, a 31 percent decrease compared to 827 calls for service received in November 2013.
- Crook Fire Department handled 11 calls for service in November 2014 compared to 6 calls for service in November 2013.

- Fleming Fire received 6 calls for service in November 2014 compared to 2 calls for service in November 2013.
- Merino Fire handled 13 calls for service in November 2014 compared to 15 calls for service in November 2013.
- Peetz Fire handled 6 calls for service in November 2014 compared to 2 calls for service in November 2013.
- Sterling Fire handled 193 calls for service in November 2014, a 15 percent increase compared to 168 calls handled in November 2013.

| DESCRIPTION         | NOV   | NOV   | NOV    | YTD    | YTD    | YTD    |
|---------------------|-------|-------|--------|--------|--------|--------|
|                     | 2014  | 2013  | Change | 2014   | 2013   | Change |
| ACTIVITIES          |       |       |        |        |        |        |
| CALLS for SERVICE   |       |       |        |        |        |        |
| STERLING DISPATCH   | 1,871 | 2,177 | -14%   | 22,816 | 23,267 | -2%    |
| CITY OF STERLING    | 1,025 | 1,064 | -4%    | 11,863 | 10,829 | 10%    |
| LOGAN COUNTY        | 569   | 827   | -31%   | 7,601  | 8,640  | -12%   |
| STERLING FIRE 07530 | 193   | 168   | 15%    | 2,193  | 2,077  | 6%     |
| CROOK FIRE 07505    | 11    | 6     | 83%    | 125    | 91     |        |
| FLEMING FIRE 07515  | 6     | 2     | 200%   | 53     | 54     |        |
| MERINO FIRE 07522   | 13    | 15    | -13%   | 152    | 111    |        |
| PEETZ FIRE 07525    | 6     | 2     | 200%   | 31     | 47     |        |

**Information Technology Specialist (ITS):**

Daily backup of all servers, Finance & Police Systems continue. The ITS performed the routine changes for new and former user processes and file security maintenance.

Mary Ann assisted several departments with phone issues, printers, computer problems and updates and changes to the city website. She replaced batteries on a failed UPS at City Hall and took one computer in for repair from the Library.

ITS Anderson was called in early morning by dispatch for a server that was down and ended up calling support out as well, and lucky to have it all repaired before City Hall opened for business.

Set up two new computers in Public Works and worked through some printer and other access issues. The ITS set up 4 used computers for the Parks Division to use for their camera systems at individual parks.

The new server systems are just about ready to migrate from the old servers. Staff will start with the mail server first.

A glitch was discovered in the City telephone system that will not allow employees to call 911 from any phone on our network, which includes Service Center, Library, Fire, Rec Center and WTP. The problem has to do with caller ID not allowing the city phone

number to call itself. Ken Musgrave will try to do a work around with it. In the mean time Mary Ann had stickers printed to put on the phone sets to warn users to call 911 with a cell phone.

Mary Ann attended the monthly SWellness meeting and prepared flyers and information for the upcoming Lunch and Learn. She helped build the Christmas float for the Christmas parade on Dec. 4<sup>th</sup>. It turned out great! Mary Ann covered the phones at the reception desk for breaks as needed.

## **CITY ATTORNEY**

### **NOVEMBER 2014 MONTHLY REPORT**

#### **MEETINGS:**

The City Attorney attends City Council meetings and work sessions, Staff meetings, and various other meetings as needed, including meetings with department directors, individual City Council members, and other personnel. The City Attorney attended various meetings with the City Manager and individuals as needed and requested, including meetings involving land negotiations. The Deputy City Attorneys attend meetings as required for their respective positions.

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

#### **DOCUMENT PREPARATION:**

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

Prepared the following Resolutions:

Resolution No. 11-1-14, Series of 2014 – A Resolution before the City of Sterling, Logan County, Colorado, adopting the Budget for the fiscal year beginning January 1, 2015.

Prepared the following Ordinances:

Ordinance No. 13, Series of 2014 – An Ordinance approving an option to Sterling Hospitality, LLC to purchase City-owned vacant land; and authorizing the Mayor to execute the Option Agreement, and any other documentation related to the terms of said option.

Other Documents:

The City Attorney reviews and assists in finalizing various contracts and other legal documents for City departments.

#### **MUNICIPAL COURT:**

The Deputy City Attorney prosecuted two charges and both defendants were found not guilty. One defendant failed to appear for trial; two charges were dismissed, including one at the request of the citizen complainant; eight defendants entered into a deferred judgment stipulation; five defendants changed their plea to guilty prior to trial; and one defendant entered into a deferred prosecution stipulation, at the request of the officer who issued the citation. This office prepares Court documents, including miscellaneous pleadings such as guilty pleas and stipulations; various subpoenas; memos to the Police Department, Public Works Department, and Humane Society regarding trials; trial schedules; motions; jury instructions when needed; and correspondence and discovery letters. Court files are copied and Police Department, Humane Society, and attorney files are prepared for trial.

#### **LIQUOR LICENSING:**

This office processed one application for a liquor license renewal.

MISCELLANEOUS:

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

The City Attorney continues to assist with the work on the Buffalo Hills Marketplace project.

This office prepared a letter to a business property owner regarding noncompliance with the occupation requirement of the City Code. This office also prepared a letter to an insurance company regarding damage to a police department vehicle.

This office assisted the Public Works Department in reviewing legal documents related to an administrative approved replat application.

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**

### **NOVEMBER 2014 MONTHLY REPORT**

The Finance Department assisted 2,618 customers during the month of November 2014. This compares to 2,695 customers in November 2013. This number does not include the contacts made by the Director of Finance. There were on average 131 customer contacts per day for November 2014. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in November 2014 in comparison to November 2013.

The General Fund revenues for the month of November 2014 amounted to \$1,189,644.60. The revenue for the month ended November 2013 in the General Fund amounted to \$857,357.86. Expenditures for the General fund for the month ending November 30, 2014 amounted to \$776,426.80 and for the same period in 2013 the expenditures were \$950,736.78.

Cash in all City funds totaled \$2,432,807.56 on November 30, 2014 and for November 30, 2013 on hand was \$2,009,306.25. On November 30, 2014 the City of Sterling had outstanding a total of \$18,937,261.09 in investments, this amount is for all funds. This breaks down to \$206,257.16 in Certificates of Deposit, \$18,630,496.76, ColoTrust Plus and \$100,507.17 in Money Market.

There were \$1,128,985.41 worth of checks issued in November 2014 for all funds; this compares to \$1,956,766.93 for the same period in 2013. There were 5812.6 gallons of gasoline and diesel used in the month of November 2014 for all City operations. This compares to 5241.8 gallons of gasoline and diesel used in November 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.<br>BAL.     | MATURED             | NEW INVEST.        | 11/30/14              |
|---------------------------------|-----------------------|---------------------|--------------------|-----------------------|
| <b>General Fund:</b>            |                       |                     |                    |                       |
| Colostrust Plus                 | \$1,715,823.30        | \$100,000.00        | \$30,156.48        | \$1,645,979.78        |
| Colostrust Plus - Seizure Money | \$26,695.96           | \$0.00              | \$2.47             | \$26,698.43           |
| Certificates of Deposit         | \$0.00                | \$0.00              | \$0.00             | \$0.00                |
| <b>TOTALS</b>                   | <b>\$1,742,519.26</b> | <b>\$100,000.00</b> | <b>\$30,158.95</b> | <b>\$1,672,678.21</b> |
| <b>Hotel Tax Fund:</b>          |                       |                     |                    |                       |
| Colostrust Plus                 | \$413,225.62          | \$5,000.00          | \$38.94            | \$408,264.56          |
| <b>TOTALS</b>                   | <b>\$413,225.62</b>   | <b>\$5,000.00</b>   | <b>\$38.94</b>     | <b>\$408,264.56</b>   |
| <b>Water Fund:</b>              |                       |                     |                    |                       |
| Colostrust Plus                 | \$6,948,719.45        | \$20,000.00         | \$95,661.13        | \$7,024,380.58        |
| Certificates of Deposit         | \$0.00                | \$0.00              | \$0.00             | \$0.00                |
| <b>TOTALS</b>                   | <b>\$6,948,719.45</b> | <b>\$20,000.00</b>  | <b>\$95,661.13</b> | <b>\$7,024,380.58</b> |
| <b>Sanitation Fund:</b>         |                       |                     |                    |                       |
| Colostrust Plus                 | \$579,223.44          | \$0.00              | \$54.86            | \$579,278.30          |
| Certificates of Deposit         | \$0.00                | \$0.00              | \$0.00             | \$0.00                |
| <b>TOTALS</b>                   | <b>\$579,223.44</b>   | <b>\$0.00</b>       | <b>\$54.86</b>     | <b>\$579,278.30</b>   |
| <b>Sewer Fund:</b>              |                       |                     |                    |                       |
| Colostrust Plus                 | \$4,167,658.18        | \$65,000.00         | \$20,390.77        | \$4,123,048.95        |
| Certificates of Deposit         | \$206,257.16          | \$0.00              | \$0.00             | \$206,257.16          |
| Money Market                    | \$100,507.17          | \$0.00              | \$2.47             | \$100,509.64          |
| <b>TOTALS</b>                   | <b>\$4,474,422.51</b> | <b>\$65,000.00</b>  | <b>\$20,393.24</b> | <b>\$4,429,815.75</b> |
| <b>Perpetual Care Fund:</b>     |                       |                     |                    |                       |
| Colostrust Plus                 | \$183,424.47          | \$0.00              | \$17.40            | \$183,441.87          |
| <b>TOTALS</b>                   | <b>\$183,424.47</b>   | <b>\$0.00</b>       | <b>\$17.40</b>     | <b>\$183,441.87</b>   |

| DESCRIPTION                           | PRIOR MO.<br>BAL.     | MATURED             | NEW INVEST.        | 11/30/14              |
|---------------------------------------|-----------------------|---------------------|--------------------|-----------------------|
| <b>Library Improvement Fund:</b>      |                       |                     |                    |                       |
| Colotrust Plus                        | \$27,960.68           | \$0.00              | \$2.66             | \$27,963.34           |
| <b>TOTALS</b>                         | <b>\$27,960.68</b>    | <b>\$0.00</b>       | <b>\$2.66</b>      | <b>\$27,963.34</b>    |
| <b>Conservation Trust Fund:</b>       |                       |                     |                    |                       |
| Colotrust Plus                        | \$270,449.50          | \$0.00              | \$25.57            | \$270,475.07          |
| <b>TOTALS</b>                         | <b>\$270,449.50</b>   | <b>\$0.00</b>       | <b>\$25.57</b>     | <b>\$270,475.07</b>   |
| <b>Karl Falch Library Trust Fund:</b> |                       |                     |                    |                       |
| Colotrust Plus                        | \$31,164.98           | \$0.00              | \$3.00             | \$31,167.98           |
| <b>TOTALS</b>                         | <b>\$31,164.98</b>    | <b>\$0.00</b>       | <b>\$3.00</b>      | <b>\$31,167.98</b>    |
| <b>Employee Self-Insurance Fund:</b>  |                       |                     |                    |                       |
| Colotrust Plus                        | \$563,032.27          | \$0.00              | \$53.33            | \$563,085.60          |
| <b>TOTALS</b>                         | <b>\$563,032.27</b>   | <b>\$0.00</b>       | <b>\$53.33</b>     | <b>\$563,085.60</b>   |
| <b>Service Center Fund:</b>           |                       |                     |                    |                       |
| Colotrust Plus                        | \$505,872.51          | \$220,000.00        | \$30,043.22        | \$315,915.73          |
| <b>TOTALS</b>                         | <b>\$505,872.51</b>   | <b>\$220,000.00</b> | <b>\$30,043.22</b> | <b>\$315,915.73</b>   |
| <b>Old Hire Police Pension Fund:</b>  |                       |                     |                    |                       |
| Colotrust Plus                        | \$636,788.05          | \$0.00              | \$60.30            | \$636,848.35          |
| <b>TOTALS</b>                         | <b>\$636,788.05</b>   | <b>\$0.00</b>       | <b>\$60.30</b>     | <b>\$636,848.35</b>   |
| <b>Risk Management Fund:</b>          |                       |                     |                    |                       |
| Colotrust Plus                        | \$789,917.36          | \$30,000.00         | \$73.84            | \$759,991.20          |
| <b>TOTALS</b>                         | <b>\$789,917.36</b>   | <b>\$30,000.00</b>  | <b>\$73.84</b>     | <b>\$759,991.20</b>   |
| <b>Capital Equipment Fund:</b>        |                       |                     |                    |                       |
| Colotrust Plus                        | \$1,208,241.21        | \$20,000.00         | \$20,115.29        | \$1,208,356.50        |
| <b>TOTALS</b>                         | <b>\$1,208,241.21</b> | <b>\$20,000.00</b>  | <b>\$20,115.29</b> | <b>\$1,208,356.50</b> |

| DESCRIPTION                      | PRIOR MO.<br>BAL.      | MATURED             | NEW INVEST.         | 11/30/14               |
|----------------------------------|------------------------|---------------------|---------------------|------------------------|
| <b>Capital Improvement Fund:</b> |                        |                     |                     |                        |
| Colostrust Plus                  | \$825,522.29           | \$0.00              | \$78.23             | \$825,600.52           |
| Certificates of Deposit          | \$0.00                 | \$0.00              | \$0.00              | \$0.00                 |
| <b>TOTALS</b>                    | <b>\$825,522.29</b>    | <b>\$0.00</b>       | <b>\$78.23</b>      | <b>\$825,600.52</b>    |
| <b>Grand Totals All Funds:</b>   |                        |                     |                     |                        |
| Colostrust Plus                  | \$18,893,719.27        | \$460,000.00        | \$196,777.49        | \$18,630,496.76        |
| Certificates of Deposit          | \$206,257.16           | \$0.00              | \$0.00              | \$206,257.16           |
| Money Market                     | \$100,507.17           | \$0.00              | \$2.47              | \$100,509.64           |
| <b>Grand Total</b>               | <b>\$19,200,483.60</b> | <b>\$460,000.00</b> | <b>\$196,779.96</b> | <b>\$18,937,263.56</b> |

## GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

11/30/2014

### BALANCE SHEET

#### **ASSETS:**

|                              |                |
|------------------------------|----------------|
| Cash                         | \$786,827.78   |
| Flex Cash Account            | \$16,886.09    |
| Petty Cash                   | \$980.00       |
| Cash with County Treasurer   | \$0.00         |
| Accounts Receivable          | \$183,833.06   |
| Taxes Receivable             | \$61,826.40    |
| Sales Tax Receivable         | \$671,215.73   |
| Property Tax Receivable      | \$1,024,649.00 |
| Investments                  | \$1,645,979.78 |
| Investment - Federal Seizure | \$26,698.43    |
| Prepaid Fuel                 | \$36,865.16    |
| Prepaid Fuel - Airport       | \$11,455.88    |
| Payroll Clearing             | \$42.87        |
| Postage Clearing Account     | \$2,994.44     |
| Prepaid Prisoner Housing     | \$44,618.00    |

#### **TOTAL ASSETS**

**\$4,514,872.62**

#### **LIABILITIES:**

|                                 |                |
|---------------------------------|----------------|
| Ded/Ben Clearing Account        | \$9,994.70     |
| Accounts Payable                | \$246,606.32   |
| Accounts Payable - Logan County | \$330.10       |
| Accrued Salaries                | \$223,959.13   |
| Court Bonds                     | \$1,215.00     |
| Restitution Clearing Account    | \$1,075.22     |
| Seizures                        | \$600.00       |
| Deferred Revenue                | \$1,030,537.00 |

#### **TOTAL LIABILITIES**

**\$1,514,317.47**

#### **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     | \$192,825.50   |

#### **TOTAL FUND BALANCE**

**\$3,000,555.15**

#### **TOTAL LIABILITIES & FUND BALANCE**

**\$4,514,872.62**

**GENERAL FUND**

11/30/2014

| <u>REVENUES:</u>            | <b>BUDGETED<br/>2014</b> | <b>COLLECTIONS<br/>CURRENT MO.</b> | <b>COLLECTIONS<br/>TO DATE</b> | <b>BALANCE</b>      |
|-----------------------------|--------------------------|------------------------------------|--------------------------------|---------------------|
| Real & Personal Prop. Tax   | \$1,015,537.00           | \$0.00                             | \$1,035,951.73                 | -\$20,414.73        |
| Road & Bridge Fund Taxes    | \$80,000.00              | \$0.00                             | \$159,291.00                   | -\$79,291.00        |
| Auto Ownership Taxes        | \$100,000.00             | \$0.00                             | \$107,116.41                   | -\$7,116.41         |
| Sales Tax                   | \$6,625,000.00           | \$607,805.02                       | \$6,476,227.88                 | \$148,772.12        |
| Vehicle Use Tax             | \$230,000.00             | \$48,214.87                        | \$285,359.96                   | -\$55,359.96        |
| Building Material Use Tax   | \$70,000.00              | \$1,100.36                         | \$120,702.46                   | -\$50,702.46        |
| Sales Tax Rebate            | \$58,000.00              | \$5,608.00                         | \$57,099.00                    | \$901.00            |
| Employment Occupation Tax   | \$15,400.00              | \$250.00                           | \$15,400.00                    | \$0.00              |
| <b>TOTAL TAXES</b>          | <b>\$8,193,937.00</b>    | <b>\$662,978.25</b>                | <b>\$8,257,148.44</b>          | <b>-\$63,211.44</b> |
| Franchise Taxes             | \$681,775.00             | \$72,232.36                        | \$657,281.76                   | \$24,493.24         |
| Licenses & Permits          | \$172,950.00             | \$8,104.70                         | \$202,709.58                   | -\$29,759.58        |
| Intergovernmental Revenue   | \$3,775,154.00           | \$347,442.96                       | \$3,180,225.41                 | \$594,928.59        |
| Charges for Service         | \$261,700.00             | \$21,384.75                        | \$250,691.69                   | \$11,008.31         |
| Fines & Forfeits            | \$128,300.00             | \$9,147.07                         | \$100,136.58                   | \$28,163.42         |
| Miscellaneous Revenue       | \$520,294.00             | \$21,747.51                        | \$451,624.72                   | \$68,669.28         |
| Transfer from Other Funds   | \$560,918.00             | \$46,607.00                        | \$512,677.00                   | \$48,241.00         |
| <b>TOTAL OTHER REVENUES</b> | <b>\$6,101,091.00</b>    | <b>\$526,666.35</b>                | <b>\$5,355,346.74</b>          | <b>\$745,744.26</b> |
| <b>GRAND TOTAL REVENUES</b> | <b>\$14,295,028.00</b>   | <b>\$1,189,644.60</b>              | <b>\$13,612,495.18</b>         | <b>\$682,532.82</b> |

**GENERAL FUND**

11/30/2014

| <u>EXPENDITURES:</u>            | <b>BUDGETED<br/>2014</b> | <b>EXPENSES<br/>CURRENT MO.</b> | <b>EXPENSES<br/>TO DATE</b> | <b>BALANCE</b>      |
|---------------------------------|--------------------------|---------------------------------|-----------------------------|---------------------|
| <u>GENERAL GOVERNMENT:</u>      |                          |                                 |                             |                     |
| Council                         | \$113,041.00             | \$7,707.23                      | \$96,885.81                 | \$16,155.19         |
| City Manager                    | \$338,998.00             | \$21,836.86                     | \$218,706.09                | \$120,291.91        |
| City Attorney                   | \$270,943.00             | \$17,047.20                     | \$228,917.50                | \$42,025.50         |
| Municipal Court                 | \$106,187.00             | \$7,404.75                      | \$87,579.28                 | \$18,607.72         |
| Finance                         | \$463,416.00             | \$34,585.15                     | \$424,193.58                | \$39,222.42         |
| City Hall & Non-Departmental    | \$1,431,082.00           | \$79,727.68                     | \$1,341,635.41              | \$89,446.59         |
| Personnel                       | \$279,750.00             | \$18,690.45                     | \$246,639.58                | \$33,110.42         |
| <b>TOTAL GENERAL GOVERNMENT</b> | <b>\$3,003,417.00</b>    | <b>\$186,999.32</b>             | <b>\$2,644,557.25</b>       | <b>\$358,859.75</b> |
| <u>PUBLIC SAFETY:</u>           |                          |                                 |                             |                     |
| Police                          | \$1,887,344.00           | \$123,905.33                    | \$1,590,213.36              | \$297,130.64        |
| Dispatch Center                 | \$540,485.00             | \$36,632.34                     | \$492,337.27                | \$48,147.73         |

|                            |                       |                     |                       |                     |
|----------------------------|-----------------------|---------------------|-----------------------|---------------------|
| Youth Services             | \$112,236.00          | \$8,758.18          | \$101,763.38          | \$10,472.62         |
| Fire                       | \$1,513,205.00        | \$99,845.92         | \$1,329,690.20        | \$183,514.80        |
| Ambulance Service          | \$648,607.00          | \$49,731.84         | \$603,745.69          | \$44,861.31         |
| <b>TOTAL PUBLIC SAFETY</b> | <b>\$4,701,877.00</b> | <b>\$318,873.61</b> | <b>\$4,117,749.90</b> | <b>\$584,127.10</b> |

**PUBLIC WORKS:**

|                           |                       |                    |                       |                     |
|---------------------------|-----------------------|--------------------|-----------------------|---------------------|
| Street                    | \$2,332,206.00        | \$54,698.52        | \$1,920,323.33        | \$411,882.67        |
| Engineering & Operations  | \$384,776.00          | \$19,741.94        | \$291,179.47          | \$93,596.53         |
| Airport                   | \$2,337,259.00        | \$11,581.14        | \$2,229,556.63        | \$107,702.37        |
| <b>TOTAL PUBLIC WORKS</b> | <b>\$5,054,241.00</b> | <b>\$86,021.60</b> | <b>\$4,441,059.43</b> | <b>\$613,181.57</b> |

**CULTURE & RECREATION:**

|                                       |                       |                     |                       |                     |
|---------------------------------------|-----------------------|---------------------|-----------------------|---------------------|
| Riverside Cemetery                    | \$251,437.00          | \$19,481.02         | \$176,468.87          | \$74,968.13         |
| Museum                                | \$187,774.00          | \$9,141.77          | \$126,182.66          | \$61,591.34         |
| Parks                                 | \$458,204.00          | \$28,777.34         | \$331,265.29          | \$126,938.71        |
| Recreation Center                     | \$531,713.00          | \$35,237.14         | \$490,877.02          | \$40,835.98         |
| Forestry                              | \$134,316.00          | \$8,768.14          | \$115,348.06          | \$18,967.94         |
| Rec. Administration                   | \$478,439.00          | \$29,964.95         | \$395,242.04          | \$83,196.96         |
| Softball                              | \$43,520.00           | \$1,656.41          | \$34,924.48           | \$8,595.52          |
| Youth Softball                        | \$13,732.00           | \$0.00              | \$12,198.99           | \$1,533.01          |
| Basketball                            | \$8,932.00            | \$0.00              | \$7,639.20            | \$1,292.80          |
| Volleyball                            | \$7,045.00            | \$963.72            | \$7,248.53            | -\$203.53           |
| Tolla Brown Skate Park                | \$11,660.00           | \$662.63            | \$7,096.06            | \$4,563.94          |
| Special Events                        | \$26,000.00           | \$12,436.31         | \$32,481.89           | -\$6,481.89         |
| Tennis                                | \$18,450.00           | \$947.11            | \$10,172.47           | \$8,277.53          |
| Youth Basketball                      | \$25,164.00           | \$188.02            | \$16,564.86           | \$8,599.14          |
| Youth Volleyball                      | \$10,022.00           | \$534.98            | \$6,079.00            | \$3,943.00          |
| Baseball                              | \$25,485.00           | \$802.36            | \$8,342.55            | \$17,142.45         |
| Library                               | \$531,029.00          | \$34,970.37         | \$438,171.13          | \$92,857.87         |
| <b>TOTAL CULTURE &amp; RECREATION</b> | <b>\$2,762,922.00</b> | <b>\$184,532.27</b> | <b>\$2,216,303.10</b> | <b>\$546,618.90</b> |

|                                 |                        |                     |                        |                       |
|---------------------------------|------------------------|---------------------|------------------------|-----------------------|
| <b>GRAND TOTAL EXPENDITURES</b> | <b>\$15,522,457.00</b> | <b>\$776,426.80</b> | <b>\$13,419,669.68</b> | <b>\$2,102,787.32</b> |
|---------------------------------|------------------------|---------------------|------------------------|-----------------------|

**HOTEL TAX FUND**

11/30/2014

| <b><u>REVENUES</u></b>                  | <b>BUDGETED<br/>2014</b> | <b>COLLECTIONS<br/>CURRENT MO.</b> | <b>COLLECTIONS<br/>TO DATE</b> | <b>BALANCE</b>      |
|---|--------------------------|------------------------------------|--------------------------------|---------------------|
| Hotel Tax                               | \$125,000.00             | \$20,942.99                        | \$181,500.29                   | -\$56,500.29        |
| Investment Earnings                     | \$200.00                 | \$38.94                            | \$334.97                       | -\$134.97           |
| Penalty & Interest                      | \$1,500.00               | \$0.00                             | \$0.00                         | \$1,500.00          |
| <b>TOTAL HOTEL TAX FUND<br/>REVENUE</b> | <b>\$126,700.00</b>      | <b>\$20,981.93</b>                 | <b>\$181,835.26</b>            | <b>-\$55,135.26</b> |

| <b><u>EXPENDITURES:</u></b> | <b>BUDGETED<br/>2014</b> | <b>EXPENSES<br/>CURRENT MO.</b> | <b>EXPENSES<br/>TO DATE</b> | <b>BALANCE</b>      |
|-----------------------------|--------------------------|---------------------------------|-----------------------------|---------------------|
| Audit                       | \$50.00                  | \$0.00                          | \$50.00                     | \$0.00              |
| Beautification              | \$200,130.00             | \$5,648.95                      | \$9,618.61                  | \$190,511.39        |
| <b>TOTAL EXPENDITURES</b>   | <b>\$200,180.00</b>      | <b>\$5,648.95</b>               | <b>\$9,668.61</b>           | <b>\$190,511.39</b> |

**BALANCE SHEET  
11/30/2014**

|                                  |              |   |  |                     |
|----------------------------------|--------------|---|--|---------------------|
| <b><u>ASSETS:</u></b>            |              |   |  |                     |
| Cash                             | \$33,898.93  |   |  |                     |
| Investments                      | \$408,264.56 |   |  |                     |
|                                  |              | <b>TOTAL ASSETS</b>                           |  | <b>\$442,163.49</b> |
| <b><u>LIABILITIES:</u></b>       |              |   |  |                     |
| Accounts Payable                 | \$12,836.02  |   |  |                     |
|                                  |              | <b>TOTAL LIABILITIES</b>                      |  | <b>\$12,836.02</b>  |
| <b><u>FUND BALANCE:</u></b>      |              |   |  |                     |
| Retained Earnings                | \$257,160.82 |   |  |                     |
| Excess Revenue over Expenditures | \$172,166.65 |   |  |                     |
|                                  |              | <b>TOTAL FUND BALANCE</b>                     |  | <b>\$429,327.47</b> |
|                                  |              | <b>TOTAL LIABILITIES<br/>AND FUND BALANCE</b> |  | <b>\$442,163.49</b> |

**WATER FUND**

**11/30/2014  
BALANCE SHEET**

|                                       |                 |                          |  |                        |
|---------------------------------------|-----------------|--------------------------|--|------------------------|
| <b><u>ASSETS:</u></b>                 |                 |                          |  |                        |
| Cash                                  | \$311,509.68    |                          |  |                        |
| Cash with Fiscal Agent                | \$1,957,066.13  |                          |  |                        |
| Accounts Receivable                   | \$1,625.83      |                          |  |                        |
| Accounts Receivable - Utility Billing | \$532,102.31    |                          |  |                        |
| Supply Inventory                      | \$269,124.73    |                          |  |                        |
| Investments                           | \$7,024,380.58  |                          |  |                        |
| Fixed Assets (Net)                    | \$32,341,323.75 |                          |  |                        |
|                                       |                 | <b>TOTAL ASSETS</b>      |  | <b>\$42,437,133.01</b> |
| <b><u>LIABILITIES:</u></b>            |                 |                          |  |                        |
| Accounts Payable                      | \$24,598.08     |                          |  |                        |
| Unpaid Compensated Absences           | \$15,711.90     |                          |  |                        |
| Accrued Salaries                      | \$12,622.49     |                          |  |                        |
| Accounts Payable Assess Fee           | \$7,443.00      |                          |  |                        |
| Loan Payable CWRPDA                   | \$27,320,661.67 |                          |  |                        |
| Loan Payable Premium                  | \$663,536.10    |                          |  |                        |
| Due to Sewer Fund                     | \$243,007.11    |                          |  |                        |
| Lease Interest Payable                | \$254,052.58    |                          |  |                        |
|                                       |                 | <b>TOTAL LIABILITIES</b> |  | <b>\$28,541,632.93</b> |

**FUND BALANCE:**

|                                  |                        |
|----------------------------------|------------------------|
| Reserve for Painting             | \$635,000.00           |
| Reserve for Capital Replacement  | \$3,959,846.00         |
| Retained Earnings                | \$10,712,150.02        |
| Excess Revenue over Expenditures | <u>-\$1,411,495.94</u> |

**TOTAL FUND BALANCE** **\$13,895,500.08**

**TOTAL LIABILITIES  
AND FUND BALANCE** **\$42,437,133.01**

**WATER FUND**

11/30/2014

| <u>REVENUES</u>                   | BUDGETED<br>2014      | COLLECTIONS<br>CURRENT MO. | COLLECTIONS<br>TO DATE | BALANCE             |
|-----------------------------------|-----------------------|----------------------------|------------------------|---------------------|
| Water Revenue-Inside Residential  | \$3,262,355.00        | \$261,102.35               | \$2,909,560.35         | \$352,794.65        |
| Water Revenue-Outside Residential | \$314,970.00          | \$19,735.64                | \$255,415.12           | \$59,554.88         |
| Water Revenue-Inside Commercial   | \$1,104,115.00        | \$92,360.65                | \$929,633.80           | \$174,481.20        |
| Water Revenue-Outside Commercial  | \$8,073.00            | \$484.18                   | \$5,963.29             | \$2,109.71          |
| Water Revenue-Inside Industrial   | \$529,540.00          | \$35,985.89                | \$376,758.82           | \$152,781.18        |
| Misc. Water Sales                 | \$5,000.00            | \$1,114.46                 | \$6,385.47             | -\$1,385.47         |
| Surcharge                         | \$25,000.00           | \$2,654.37                 | \$28,758.27            | -\$3,758.27         |
| Service Charges                   | \$46,421.00           | \$2,705.00                 | \$43,933.75            | \$2,487.25          |
| Tapping Charges                   | \$5,000.00            | \$0.00                     | \$445.00               | \$4,555.00          |
| Water Div. Services               | \$4,000.00            | \$227.76                   | \$2,562.25             | \$1,437.75          |
| Penalties                         | \$39,194.00           | \$2,417.08                 | \$38,844.04            | \$349.96            |
| Investment Earnings               | \$1,500.00            | \$661.13                   | \$4,732.38             | -\$3,232.38         |
| Miscellaneous                     | \$1,000.00            | \$200.00                   | \$59,635.80            | -\$58,635.80        |
| Rents from land                   | \$165,913.00          | \$0.00                     | \$160,248.40           | \$5,664.60          |
| Water Credits                     | \$0.00                | \$0.00                     | \$492.00               | -\$492.00           |
| Plant Investment Fees             | \$10,000.00           | \$0.00                     | \$19,560.00            | -\$9,560.00         |
| Sale of Assets                    | \$0.00                | \$0.00                     | \$0.00                 | \$0.00              |
| Other Refunds of Expenditures     | \$0.00                | \$0.00                     | \$0.00                 | \$0.00              |
| <b>TOTAL REVENUES</b>             | <b>\$5,522,081.00</b> | <b>\$419,648.51</b>        | <b>\$4,842,928.74</b>  | <b>\$679,152.26</b> |

| <u>EXPENDITURES:</u>           | BUDGETED<br>2014      | EXPENSES<br>CURRENT MO. | EXPENSES<br>TO DATE   | BALANCE               |
|--------------------------------|-----------------------|-------------------------|-----------------------|-----------------------|
| <u>WATER LINES:</u>            |                       |                         |                       |                       |
| Personnel                      | \$234,152.00          | \$15,055.45             | \$161,092.03          | \$73,059.97           |
| Maintenance & Operation        | \$707,625.00          | \$49,520.55             | \$499,928.27          | \$207,696.73          |
| Capital Outlay                 | \$2,533,541.00        | \$0.00                  | \$985,476.87          | \$1,548,064.13        |
| Transfer to General Fund       | \$138,505.00          | \$11,542.00             | \$126,962.00          | \$11,543.00           |
| <b>TOTAL EXPENDITURES</b>      | <b>\$3,613,823.00</b> | <b>\$76,118.00</b>      | <b>\$1,773,459.17</b> | <b>\$1,840,363.83</b> |
| Debt Service                   | \$0.00                | \$0.00                  | \$0.00                | \$0.00                |
| <b>TOTAL WATER FUND W/DEBT</b> | <b>\$3,613,823.00</b> | <b>\$76,118.00</b>      | <b>\$1,773,459.17</b> | <b>\$1,840,363.83</b> |

**WATER PLANT:**

|                                |                       |                     |                       |                       |
|--------------------------------|-----------------------|---------------------|-----------------------|-----------------------|
| Personnel                      | \$325,661.00          | \$17,314.72         | \$214,063.33          | \$111,597.67          |
| Maintenance & Operation        | \$2,635,243.00        | \$110,761.70        | \$1,740,391.81        | \$894,851.19          |
| Capital Outlay                 | \$938,985.00          | \$28,228.38         | \$587,805.74          | \$351,179.26          |
| Transfer to General Fund       | \$86,495.00           | \$7,207.00          | \$79,277.00           | \$7,218.00            |
| <b>TOTAL EXPENDITURES</b>      | <b>\$3,986,384.00</b> | <b>\$163,511.80</b> | <b>\$2,621,537.88</b> | <b>\$1,364,846.12</b> |
| Debt Service                   | \$1,859,428.00        | \$0.00              | \$1,859,427.63        | \$0.37                |
| <b>TOTAL WATER FUND W/DEBT</b> | <b>\$5,845,812.00</b> | <b>\$163,511.80</b> | <b>\$4,480,965.51</b> | <b>\$1,364,846.49</b> |
| <br>                           |                       |                     |                       |                       |
| <b>TOTAL EXPENDITURES</b>      | <b>\$9,459,635.00</b> | <b>\$239,629.80</b> | <b>\$6,254,424.68</b> | <b>\$3,205,210.32</b> |

**SANITATION FUND**

11/30/2014

**BALANCE SHEET****ASSETS:**

|                                       |              |                     |  |                       |
|---------------------------------------|--------------|---------------------|--|-----------------------|
| Cash                                  | \$239,382.68 |                     |  |                       |
| Accounts Receivable                   | \$507.06     |                     |  |                       |
| Accounts Receivable - Utility Billing | \$57,004.84  |                     |  |                       |
| Supply Inventory                      | \$8,261.50   |                     |  |                       |
| Investments                           | \$579,278.30 |                     |  |                       |
| Fixed Assets (Net)                    | \$139,447.86 |                     |  |                       |
|                                       |              | <b>TOTAL ASSETS</b> |  | <b>\$1,023,882.24</b> |

**LIABILITIES:**

|                             |             |                          |  |                    |
|-----------------------------|-------------|--------------------------|--|--------------------|
| Accounts Payable            | \$11,696.04 |                          |  |                    |
| Unpaid Compensated Absences | \$8,004.77  |                          |  |                    |
| Accrued Salaries            | \$2,802.35  |                          |  |                    |
|                             |             | <b>TOTAL LIABILITIES</b> |  | <b>\$22,503.16</b> |

**FUND BALANCE:**

|                                  |              |                           |  |                       |
|----------------------------------|--------------|---------------------------|--|-----------------------|
| Reserve for Equipment            | \$28,389.00  |                           |  |                       |
| Reserve for Capital Replacement  | \$949,092.00 |                           |  |                       |
| Retained Earnings                | \$70,309.19  |                           |  |                       |
| Excess Revenue over Expenditures | -\$46,411.11 |                           |  |                       |
|                                  |              | <b>TOTAL FUND BALANCE</b> |  | <b>\$1,001,379.08</b> |

|   |                       |
|---|-----------------------|
| <b>TOTAL LIABILITIES<br/>AND FUND BALANCE</b> | <b>\$1,023,882.24</b> |
|---|-----------------------|

**SANITATION FUND**

11/30/2014

| <b>REVENUES:</b>          | <b>BUDGETED<br/>2014</b> | <b>COLLECTIONS<br/>CURRENT MO.</b> | <b>COLLECTIONS<br/>TO DATE</b> | <b>BALANCE</b> |
|---------------------------|--------------------------|------------------------------------|--------------------------------|----------------|
| Sanitation Revenue-Inside | \$479,450.00             | \$38,843.01                        | \$431,349.22                   | \$48,100.78    |
| Rubbish Collection Fees   | \$1,500.00               | \$0.00                             | \$1,948.50                     | -\$448.50      |

|                       |                     |                    |                     |                    |
|-----------------------|---------------------|--------------------|---------------------|--------------------|
| Sanitation Services   | \$0.00              | \$0.00             | \$0.00              | \$0.00             |
| Penalties             | \$5,500.00          | \$379.05           | \$4,909.48          | \$590.52           |
| Investment Earnings   | \$1,100.00          | \$54.86            | \$608.05            | \$491.95           |
| Miscellaneous         | \$0.00              | \$0.00             | \$50.00             | -\$50.00           |
| Sale of Assets        | \$0.00              | \$0.00             | \$0.00              | \$0.00             |
| <b>TOTAL REVENUES</b> | <b>\$487,550.00</b> | <b>\$39,276.92</b> | <b>\$438,865.25</b> | <b>\$48,684.75</b> |

| <b>EXPENDITURES:</b>      | <b>BUDGETED<br/>2014</b> | <b>EXPENSES<br/>CURRENT MO.</b> | <b>EXPENSES<br/>TO DATE</b> | <b>BALANCE</b>      |
|---------------------------|--------------------------|---------------------------------|-----------------------------|---------------------|
| Personnel                 | \$187,196.00             | \$11,358.25                     | \$145,783.22                | \$41,412.78         |
| Maintenance & Operation   | \$301,969.00             | \$27,833.93                     | \$273,955.14                | \$28,013.86         |
| Capital Outlay            | \$250,000.00             | \$0.00                          | \$0.00                      | \$250,000.00        |
| Transfer to General Fund  | \$71,506.00              | \$5,958.00                      | \$65,538.00                 | \$5,968.00          |
| <b>TOTAL EXPENDITURES</b> | <b>\$810,671.00</b>      | <b>\$45,150.18</b>              | <b>\$485,276.36</b>         | <b>\$325,394.64</b> |

**SEWER FUND**

11/30/2014

**BALANCE SHEET**

**ASSETS:**

|                                       |                |
|---------------------------------------|----------------|
| Cash                                  | \$278,249.39   |
| Accounts Receivable                   | \$134.99       |
| Accounts Receivable - Industrial      | \$18,850.49    |
| Accounts Receivable - Utility Billing | \$171,713.13   |
| Due From Water Fund                   | \$243,007.11   |
| Supply Inventory                      | \$75,539.80    |
| Investments                           | \$4,429,815.75 |
| Fixed Assets (Net)                    | \$9,758,775.21 |

**TOTAL ASSETS**

**\$14,976,085.87**

**LIABILITIES:**

|                             |              |
|-----------------------------|--------------|
| Accounts Payable            | \$4,955.26   |
| Unpaid Compensated Absences | \$16,864.61  |
| Accrued Salaries            | \$12,015.16  |
| Loan Payable CWRPDA         | \$513,820.80 |
| Interest Payable            | \$7,667.17   |

**TOTAL LIABILITIES**

**\$555,323.00**

**FUND BALANCE:**

|                                    |                |
|------------------------------------|----------------|
| Reserve for Capital Projects       | \$111,784.00   |
| Reserve for Trunk Line Replacement | \$201,181.45   |
| Reserve for Lagoons                | \$362,861.26   |
| Reserve for Capital Replacement    | \$9,941,067.00 |
| Retained Earnings                  | \$4,186,753.44 |
| Excess Revenue over Expenditures   | -\$382,884.28  |

**TOTAL FUND BALANCE**

**\$14,420,762.87**

**TOTAL LIABILITIES  
AND FUND BALANCE**

**\$14,976,085.87**

**SEWER FUND**

11/30/2014

| <b><u>REVENUES:</u></b>           | <b>BUDGETED<br/>2014</b> | <b>COLLECTIONS<br/>CURRENT MO.</b> | <b>COLLECTIONS<br/>TO DATE</b> | <b>BALANCE</b>      |
|-----------------------------------|--------------------------|------------------------------------|--------------------------------|---------------------|
| Sewer Revenue-Inside Residential  | \$992,460.00             | \$83,002.00                        | \$910,847.12                   | \$81,612.88         |
| Sewer Revenue-Outside Residential | \$103,938.00             | \$8,691.26                         | \$96,107.67                    | \$7,830.33          |
| Sewer Revenue-Inside Commercial   | \$346,222.00             | \$37,258.93                        | \$334,286.52                   | \$11,935.48         |
| Sewer Revenue-Outside Commercial  | \$3,219.00               | \$312.19                           | \$2,976.39                     | \$242.61            |
| Sewer Revenue-Inside Industrial   | \$264,733.00             | \$18,850.49                        | \$209,183.87                   | \$55,549.13         |
| Tapping Charges                   | \$1,650.00               | \$0.00                             | \$700.00                       | \$950.00            |
| Sewer Division Charges            | \$3,000.00               | \$0.00                             | \$0.00                         | \$3,000.00          |
| Penalties                         | \$15,611.00              | \$770.23                           | \$12,135.63                    | \$3,475.37          |
| Investment Earnings               | \$7,338.00               | \$413.79                           | \$4,731.48                     | \$2,606.52          |
| Miscellaneous                     | \$2,000.00               | \$0.00                             | \$20.27                        | \$1,979.73          |
| Outside Billing                   | \$2,400.00               | \$0.00                             | \$1,244.00                     | \$1,156.00          |
| Plant Investment Fees             | \$10,000.00              | \$0.00                             | \$24,734.00                    | -\$14,734.00        |
| Compensation for loss             | \$0.00                   | \$0.00                             | \$0.00                         | \$0.00              |
| Other Refund of Expenditure       | \$0.00                   | \$0.00                             | \$0.00                         | \$0.00              |
| <b>TOTAL REVENUES</b>             | <b>\$1,752,571.00</b>    | <b>\$149,298.89</b>                | <b>\$1,596,966.95</b>          | <b>\$155,604.05</b> |

| <b><u>EXPENDITURES:<br/>LINES AND SERVICES:</u></b> | <b>BUDGETED<br/>2014</b> | <b>EXPENSES<br/>CURRENT MO.</b> | <b>EXPENSES<br/>TO DATE</b> | <b>BALANCE</b>      |
|---|--------------------------|---------------------------------|-----------------------------|---------------------|
| Personnel   | \$86,861.00              | \$5,725.70                      | \$68,782.30                 | \$18,078.70         |
| Maintenance & Operation                             | \$384,752.00             | \$20,770.47                     | \$338,278.80                | \$46,473.20         |
| Capital Outlay                                      | \$550,000.00             | \$0.00                          | \$80,145.13                 | \$469,854.87        |
| Transfer to General Fund                            | \$70,401.00              | \$5,866.00                      | \$64,526.00                 | \$5,875.00          |
| <b>TOTAL LINES &amp; SERVICES</b>                   | <b>\$1,092,014.00</b>    | <b>\$32,362.17</b>              | <b>\$551,732.23</b>         | <b>\$540,281.77</b> |
| Debt Service  | \$178,970.00             | \$0.00                          | \$178,970.22                | -\$0.22             |
| <b>TOTAL LINES &amp; SERVICES<br/>W/DEBT</b>        | <b>\$1,270,984.00</b>    | <b>\$32,362.17</b>              | <b>\$730,702.45</b>         | <b>\$540,281.55</b> |

| <b><u>TREATMENT FACILITIES:</u></b> | <b>BUDGETED<br/>2014</b> | <b>EXPENSES<br/>CURRENT MO.</b> | <b>EXPENSES<br/>TO DATE</b> | <b>BALANCE</b>      |
|-------------------------------------|--------------------------|---------------------------------|-----------------------------|---------------------|
| Personnel                           | \$295,097.00             | \$17,094.63                     | \$247,642.96                | \$47,454.04         |
| Maintenance & Operation             | \$1,033,629.00           | \$66,577.44                     | \$825,131.82                | \$208,497.18        |
| Capital Outlay                      | \$150,000.00             | \$0.00                          | \$0.00                      | \$150,000.00        |
| Transfer to General Fund            | \$192,411.00             | \$16,034.00                     | \$176,374.00                | \$16,037.00         |
| <b>TOTAL TREATMENT FACILITIES</b>   | <b>\$1,671,137.00</b>    | <b>\$99,706.07</b>              | <b>\$1,249,148.78</b>       | <b>\$421,988.22</b> |

|                           |                       |                     |                       |                     |
|---------------------------|-----------------------|---------------------|-----------------------|---------------------|
| <b>TOTAL EXPENDITURES</b> | <b>\$2,942,121.00</b> | <b>\$132,068.24</b> | <b>\$1,979,851.23</b> | <b>\$962,269.77</b> |
|---------------------------|-----------------------|---------------------|-----------------------|---------------------|

**LONG TERM DEBT FUND**

11/30/2014

**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**

11/30/2014

**REVENUES:**

Perpetual Care  
Perpetual Care - niches  
Investment Earnings  
**TOTAL REVENUES**

|  | BUDGETED<br>2014   | COLLECTIONS<br>CURRENT MO. | COLLECTIONS<br>TO DATE | BALANCE           |
|--|--------------------|----------------------------|------------------------|-------------------|
|  | \$12,000.00        | \$500.00                   | \$12,850.00            | -\$850.00         |
|  | \$19,000.00        | \$0.00                     | \$12,500.00            | \$6,500.00        |
|  | \$300.00           | \$17.40                    | \$193.95               | \$106.05          |
|  | <u>\$31,300.00</u> | <u>\$517.40</u>            | <u>\$25,543.95</u>     | <u>\$5,756.05</u> |

**EXPENDITURES:**

Columbarium  
Audit  
Niche Engraving  
Transfer to General Fund  
**TOTAL EXPENDITURES**

|  | BUDGETED<br>2014   | EXPENSES<br>CURRENT MO. | EXPENSES<br>TO DATE | BALANCE           |
|--|--------------------|-------------------------|---------------------|-------------------|
|  | \$35,000.00        | \$0.00                  | \$35,000.00         | \$0.00            |
|  | \$320.00           | \$0.00                  | \$320.00            | \$0.00            |
|  | \$5,000.00         | \$0.00                  | \$3,404.50          | \$1,595.50        |
|  | \$300.00           | \$0.00                  | \$0.00              | \$300.00          |
|  | <u>\$40,620.00</u> | <u>\$0.00</u>           | <u>\$38,724.50</u>  | <u>\$1,895.50</u> |

**BALANCE SHEET**  
11/30/2014

**ASSETS:**

Cash  
Investments

\$5,558.36

\$183,441.87

**TOTAL ASSETS**

\$189,000.23

**LIABILITIES:**

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

**FUND BALANCE:**

|                                  |              |   |                     |
|----------------------------------|--------------|---|---------------------|
| Unreserved Fund Balance          | \$202,180.78 |   |                     |
| Excess Revenue over Expenditures | -\$13,180.55 |   |                     |
|                                  |              | <b>TOTAL FUND BALANCE</b>                       | <b>\$189,000.23</b> |
|                                  |              | <b>TOTAL LIABILITIES<br/>&amp; FUND BALANCE</b> | <b>\$189,000.23</b> |

**LIBRARY IMPROVEMENT FUND**

11/30/2014

| <b>REVENUES:</b>      | <b>BUDGETED<br/>2014</b> | <b>COLLECTIONS<br/>CURRENT MO.</b> | <b>COLLECTIONS<br/>TO DATE</b> | <b>BALANCE</b>   |
|-----------------------|--------------------------|------------------------------------|--------------------------------|------------------|
| Investment Earnings   | \$50.00                  | \$2.66                             | \$29.62                        | \$20.38          |
| Contributions         | \$0.00                   | \$0.00                             | \$189.55                       | -\$189.55        |
| <b>TOTAL REVENUES</b> | <b>\$50.00</b>           | <b>\$2.66</b>                      | <b>\$219.17</b>                | <b>-\$169.17</b> |

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

**BALANCE SHEET**

11/30/2014

**ASSETS:**

|             |             |                     |                    |
|-------------|-------------|---------------------|--------------------|
| Cash        | \$1,542.41  |                     |                    |
| Investments | \$27,963.34 |                     |                    |
|             |             | <b>TOTAL ASSETS</b> | <b>\$29,505.75</b> |

**LIABILITIES:**

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

**FUND BALANCE:**

|                                  |             |   |                    |
|----------------------------------|-------------|---|--------------------|
| Unreserved Fund Balance          | \$29,336.58 |   |                    |
| Excess Revenue over Expenditures | \$169.17    |   |                    |
|                                  |             | <b>TOTAL FUND BALANCE</b>                       | <b>\$29,505.75</b> |
|                                  |             | <b>TOTAL LIABILITIES<br/>&amp; FUND BALANCE</b> | <b>\$29,505.75</b> |

**CONSERVATION TRUST FUND**

11/30/2014

| <u>REVENUES:</u>      | BUDGETED<br>2014    | COLLECTIONS<br>CURRENT MO. | COLLECTIONS<br>TO DATE | BALANCE            |
|-----------------------|---------------------|----------------------------|------------------------|--------------------|
| State Contributions   | \$150,000.00        | \$0.00                     | \$105,071.58           | \$44,928.42        |
| Investment Earnings   | \$200.00            | \$25.57                    | \$230.02               | -\$30.02           |
| <b>TOTAL REVENUES</b> | <b>\$150,200.00</b> | <b>\$25.57</b>             | <b>\$105,301.60</b>    | <b>\$44,898.40</b> |

| <u>EXPENDITURES:</u>      | BUDGETED<br>2014    | EXPENSES<br>CURRENT MO. | EXPENSES<br>TO DATE | BALANCE             |
|---------------------------|---------------------|-------------------------|---------------------|---------------------|
| Playground Equipment      | \$190,000.00        | \$0.00                  | \$0.00              | \$190,000.00        |
| <b>TOTAL EXPENDITURES</b> | <b>\$190,000.00</b> | <b>\$0.00</b>           | <b>\$0.00</b>       | <b>\$190,000.00</b> |

**BALANCE SHEET**

11/30/2014

|                                  |              |   |  |                     |
|----------------------------------|--------------|---|--|---------------------|
| <u>ASSETS:</u>                   |              |   |  |                     |
| Cash                             | \$0.33       |   |  |                     |
| Investments                      | \$270,475.07 |   |  |                     |
|                                  |              | <b>TOTAL ASSETS</b>                             |  | <b>\$270,475.40</b> |
| <u>LIABILITIES:</u>              |              |   |  |                     |
| Accounts Payable                 | \$0.00       |   |  |                     |
|                                  |              | <b>TOTAL LIABILITIES</b>                        |  | <b>\$0.00</b>       |
| <u>FUND BALANCE:</u>             |              |   |  |                     |
| Unreserved Fund Balance          | \$165,173.80 |   |  |                     |
| Excess Revenue over Expenditures | \$105,301.60 |   |  |                     |
|                                  |              | <b>TOTAL FUND BALANCE</b>                       |  | <b>\$270,475.40</b> |
|                                  |              | <b>TOTAL LIABILITIES<br/>&amp; FUND BALANCE</b> |  | <b>\$270,475.40</b> |

**KARL FALCH LIBRARY TRUST FUND**

11/30/2014

| <u>REVENUES:</u>      | BUDGETED<br>2014 | COLLECTIONS<br>CURRENT MO. | COLLECTIONS<br>TO DATE | BALANCE        |
|-----------------------|------------------|----------------------------|------------------------|----------------|
| Investment Earnings   | \$50.00          | \$3.00                     | \$33.12                | \$16.88        |
| <b>TOTAL REVENUES</b> | <b>\$50.00</b>   | <b>\$3.00</b>              | <b>\$33.12</b>         | <b>\$16.88</b> |

| <u>EXPENDITURES:</u>      | BUDGETED<br>2014 | EXPENSES<br>CURRENT MO. | EXPENSES<br>TO DATE | BALANCE         |
|---------------------------|------------------|-------------------------|---------------------|-----------------|
| Books Purchased           | \$800.00         | \$0.00                  | \$0.00              | \$800.00        |
| Audit                     | \$55.00          | \$0.00                  | \$55.00             | \$0.00          |
| <b>TOTAL EXPENDITURES</b> | <b>\$855.00</b>  | <b>\$0.00</b>           | <b>\$55.00</b>      | <b>\$800.00</b> |

**BALANCE SHEET**  
11/30/2014

**ASSETS:**

|             |             |                     |  |                    |
|-------------|-------------|---------------------|--|--------------------|
| Cash        | \$266.11    |                     |  |                    |
| Investments | \$31,167.98 |                     |  |                    |
|             |             | <b>TOTAL ASSETS</b> |  | <b>\$31,434.09</b> |

**LIABILITIES:**

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

**FUND BALANCE:**

|                                  |             |                           |  |                    |
|----------------------------------|-------------|---------------------------|--|--------------------|
| Unreserved Fund Balance          | \$31,455.97 |                           |  |                    |
| Excess Revenue over Expenditures | -\$21.88    |                           |  |                    |
|                                  |             | <b>TOTAL FUND BALANCE</b> |  | <b>\$31,434.09</b> |

|  |  |   |  |                    |
|--|--|---|--|--------------------|
|  |  | <b>TOTAL LIABILITIES<br/>&amp; FUND BALANCE</b> |  | <b>\$31,434.09</b> |
|--|--|---|--|--------------------|

**EMPLOYEE SELF-INSURANCE FUND**

11/30/2014

| <u>REVENUES:</u>      | BUDGETED<br>2014      | COLLECTIONS<br>CURRENT MO. | COLLECTIONS<br>TO DATE | BALANCE             |
|-----------------------|-----------------------|----------------------------|------------------------|---------------------|
| Investment Earnings   | \$700.00              | \$53.33                    | \$597.95               | \$102.05            |
| Employee Premiums     | \$177,984.00          | \$22,563.20                | \$261,270.80           | -\$83,286.80        |
| Wellness              | \$0.00                | \$0.00                     | \$1,725.00             | -\$1,725.00         |
| City Premiums         | \$1,611,624.00        | \$116,388.07               | \$1,261,220.49         | \$350,403.51        |
| <b>TOTAL REVENUES</b> | <b>\$1,790,308.00</b> | <b>\$139,004.60</b>        | <b>\$1,524,814.24</b>  | <b>\$265,493.76</b> |

| <u>EXPENDITURES:</u>      | BUDGETED<br>2014      | EXPENSES<br>CURRENT MO. | EXPENSES<br>TO DATE   | BALANCE             |
|---------------------------|-----------------------|-------------------------|-----------------------|---------------------|
| Wellness                  | \$0.00                | \$0.00                  | \$1,725.00            | -\$1,725.00         |
| Premium                   | \$1,789,608.00        | \$140,823.00            | \$1,521,232.90        | \$268,375.10        |
| FLEX                      | \$3,000.00            | \$220.00                | \$2,390.00            | \$610.00            |
| Audit                     | \$630.00              | \$0.00                  | \$630.00              | \$0.00              |
| Transfer General Fund     | \$0.00                | \$0.00                  | \$0.00                | \$0.00              |
| <b>TOTAL EXPENDITURES</b> | <b>\$1,793,238.00</b> | <b>\$141,043.00</b>     | <b>\$1,525,977.90</b> | <b>\$267,260.10</b> |

**BALANCE SHEET**  
11/30/2014

**ASSETS:**

|             |              |                     |                     |
|-------------|--------------|---------------------|---------------------|
| Cash        | \$23,892.85  |                     |                     |
| Investments | \$563,085.60 |                     |                     |
|             |              | <b>TOTAL ASSETS</b> | <b>\$586,978.45</b> |

**LIABILITIES:**

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

**FUND BALANCE:**

|                                  |              |   |                     |
|----------------------------------|--------------|---|---------------------|
| Retained Earnings                | \$588,142.11 |   |                     |
| Excess Revenue over Expenditures | -\$1,163.66  |   |                     |
|                                  |              | <b>TOTAL FUND BALANCE</b>                       | <b>\$586,978.45</b> |
|                                  |              | <b>TOTAL LIABILITIES<br/>&amp; FUND BALANCE</b> | <b>\$586,978.45</b> |

**SERVICE CENTER FUND**

11/30/2014

| <b><u>REVENUES:</u></b>    | <b>BUDGETED<br/>2014</b> | <b>COLLECTIONS<br/>CURRENT MO.</b> | <b>COLLECTIONS<br/>TO DATE</b> | <b>BALANCE</b>     |
|----------------------------|--------------------------|------------------------------------|--------------------------------|--------------------|
| Investment Earnings        | \$500.00                 | \$43.22                            | \$437.69                       | \$62.31            |
| Miscellaneous              | \$0.00                   | \$0.00                             | \$0.00                         | \$0.00             |
| Transfer of Reserves       | \$451,561.00             | \$37,627.00                        | \$413,897.00                   | \$37,664.00        |
| Transfer for Lease Payment | \$233,720.00             | \$19,475.00                        | \$214,225.00                   | \$19,495.00        |
| <b>TOTAL REVENUES</b>      | <b>\$685,781.00</b>      | <b>\$57,145.22</b>                 | <b>\$628,559.69</b>            | <b>\$57,221.31</b> |

| <b><u>EXPENDITURES:</u></b> | <b>BUDGETED<br/>2014</b> | <b>EXPENSES<br/>CURRENT MO.</b> | <b>EXPENSES<br/>TO DATE</b> | <b>BALANCE</b>     |
|-----------------------------|--------------------------|---------------------------------|-----------------------------|--------------------|
| Personnel                   | \$328,947.00             | \$23,661.33                     | \$283,710.12                | \$45,236.88        |
| Maintenance & Operation     | \$363,061.00             | \$215,517.02                    | \$329,185.34                | \$33,875.66        |
| Capital Outlay              | \$2,000.00               | \$0.00                          | \$0.00                      | \$2,000.00         |
| <b>TOTAL EXPENDITURES</b>   | <b>\$694,008.00</b>      | <b>\$239,178.35</b>             | <b>\$612,895.46</b>         | <b>\$81,112.54</b> |

**BALANCE SHEET**  
11/30/2014

**ASSETS:**

|                             |             |  |  |
|-----------------------------|-------------|--|--|
| Cash                        | \$11,257.52 |  |  |
| Cash - Bank of Cherry Creek | \$3.02      |  |  |

|                                  |                       |   |                              |
|----------------------------------|-----------------------|---|------------------------------|
| Investments                      | \$315,915.73          |   |                              |
| Fixed Assets (Net)               | <u>\$1,965,198.99</u> |   |                              |
|                                  |                       | <b>TOTAL ASSETS</b>                             | <b><u>\$2,292,375.26</u></b> |
| <b><u>LIABILITIES:</u></b>       |                       |   |                              |
| Accounts Payable                 | \$321.81              |   |                              |
| Unpaid Compensated Absences      | \$22,259.14           |   |                              |
| Accrued Salaries                 | \$11,121.37           |   |                              |
| Lease Payable                    | \$1,015,000.00        |   |                              |
| Lease Interest Payable           | <u>\$4,060.00</u>     |   |                              |
|                                  |                       | <b>TOTAL LIABILITIES</b>                        | <b>\$1,052,762.32</b>        |
| <b><u>FUND BALANCE:</u></b>      |                       |   |                              |
| Retained Earnings                | \$1,223,948.71        |   |                              |
| Excess Revenue over Expenditures | <u>\$15,664.23</u>    |   |                              |
|                                  |                       | <b>TOTAL FUND BALANCE</b>                       | <b><u>\$1,239,612.94</u></b> |
|                                  |                       | <b>TOTAL LIABILITIES<br/>&amp; FUND BALANCE</b> | <b><u>\$2,292,375.26</u></b> |

**OLD HIRE POLICE FUND**

11/30/2014

| <b><u>REVENUES:</u></b> | <b>BUDGETED<br/>2014</b> | <b>COLLECTIONS<br/>CURRENT MO.</b> | <b>COLLECTIONS<br/>TO DATE</b> | <b>BALANCE</b>         |
|-------------------------|--------------------------|------------------------------------|--------------------------------|------------------------|
| Investment Earnings     | \$900.00                 | \$60.30                            | \$718.53                       | \$181.47               |
| Proceeds                | \$0.00                   | \$0.00                             | \$0.00                         | \$0.00                 |
| <b>TOTAL REVENUES</b>   | <b><u>\$900.00</u></b>   | <b><u>\$60.30</u></b>              | <b><u>\$718.53</u></b>         | <b><u>\$181.47</u></b> |

| <b><u>EXPENDITURES:</u></b> | <b>BUDGETED<br/>2014</b>   | <b>EXPENSES<br/>CURRENT MO.</b> | <b>EXPENSES<br/>TO DATE</b> | <b>BALANCE</b>            |
|-----------------------------|----------------------------|---------------------------------|-----------------------------|---------------------------|
| Pension                     | \$84,970.00                | \$5,561.51                      | \$68,790.25                 | \$16,179.75               |
| Capital Outlay              | \$172,175.00               | \$0.00                          | \$117,938.18                | \$54,236.82               |
| <b>TOTAL EXPENDITURES</b>   | <b><u>\$257,145.00</u></b> | <b><u>\$5,561.51</u></b>        | <b><u>\$186,728.43</u></b>  | <b><u>\$70,416.57</u></b> |

**BALANCE SHEET**

11/30/2014

|                            |                     |                          |                              |
|----------------------------|---------------------|--------------------------|------------------------------|
| <b><u>ASSETS:</u></b>      |                     |                          |                              |
| Cash                       | \$62.34             |                          |                              |
| Accounts Receivable - FPPA | \$268,752.00        |                          |                              |
| Investments                | \$636,848.35        |                          |                              |
| Prepaid Contribution       | <u>\$160,896.51</u> |                          |                              |
|                            |                     | <b>TOTAL ASSETS</b>      | <b><u>\$1,066,559.20</u></b> |
| <b><u>LIABILITIES:</u></b> |                     |                          |                              |
| Accounts Payable           | <u>\$268,752.00</u> |                          |                              |
|                            |                     | <b>TOTAL LIABILITIES</b> | <b>\$268,752.00</b>          |

**FUND BALANCE:**

|                                  |                      |   |                       |
|----------------------------------|----------------------|---|-----------------------|
| Unreserved Fund Balance          | \$983,817.10         |   |                       |
| Excess Revenue over Expenditures | <u>-\$186,009.90</u> |   |                       |
|                                  |                      | <b>TOTAL FUND BALANCE</b>                       | <u>\$797,807.20</u>   |
|                                  |                      | <b>TOTAL LIABILITIES<br/>&amp; FUND BALANCE</b> | <u>\$1,066,559.20</u> |

**RISK MANAGEMENT FUND**

11/30/2014

| <u>REVENUES:</u>              | BUDGETED<br>2014      | COLLECTIONS<br>CURRENT MO. | COLLECTIONS<br>TO DATE | BALANCE             |
|-------------------------------|-----------------------|----------------------------|------------------------|---------------------|
| Investment Earnings           | \$1,300.00            | \$73.84                    | \$857.53               | \$442.47            |
| Miscellaneous                 | \$5,000.00            | \$0.00                     | \$107.25               | \$4,892.75          |
| Compensation for Loss         | \$5,000.00            | -\$350.88                  | \$62,581.63            | -\$57,581.63        |
| Compensation for Loss - Flood | \$499,047.00          | \$0.00                     | \$521,007.65           | -\$21,960.65        |
| Transfer of Reserves          | \$282,948.00          | \$0.00                     | \$287,904.00           | -\$4,956.00         |
| Transfer Workers Comp         | \$249,947.00          | \$0.00                     | \$245,752.16           | \$4,194.84          |
| <b>TOTAL REVENUES</b>         | <u>\$1,043,242.00</u> | <u>-\$277.04</u>           | <u>\$1,118,210.22</u>  | <u>-\$74,968.22</u> |

| <u>EXPENDITURES:</u>      | BUDGETED<br>2014      | EXPENSES<br>CURRENT MO. | EXPENSES<br>TO DATE   | BALANCE            |
|---------------------------|-----------------------|-------------------------|-----------------------|--------------------|
| Claims Paid               | \$60,000.00           | \$0.00                  | \$12,707.46           | \$47,292.54        |
| Expense for Workers Comp  | \$249,947.00          | \$0.00                  | \$241,394.00          | \$8,553.00         |
| Premium Fees              | \$282,948.00          | \$0.00                  | \$295,489.70          | -\$12,541.70       |
| Flood                     | \$405,352.00          | \$36,564.56             | \$461,996.22          | -\$56,644.22       |
| Expense for Unemployment  | \$10,000.00           | \$0.00                  | \$4,855.47            | \$5,144.53         |
| Materials & Supplies      | \$300.00              | \$0.00                  | \$1,276.64            | -\$976.64          |
| Audit                     | \$590.00              | \$0.00                  | \$590.00              | \$0.00             |
| Transfer to General Fund  | \$1,300.00            | \$0.00                  | \$0.00                | \$1,300.00         |
| <b>TOTAL EXPENDITURES</b> | <u>\$1,010,437.00</u> | <u>\$36,564.56</u>      | <u>\$1,018,309.49</u> | <u>-\$7,872.49</u> |

**BALANCE SHEET**

11/30/2014

**ASSETS:**

|                     |                     |                     |                       |
|---------------------|---------------------|---------------------|-----------------------|
| Cash                | \$15,504.61         |                     |                       |
| Accounts Receivable | \$0.00              |                     |                       |
| Grants Receivable   | \$225,314.34        |                     |                       |
| Investments         | <u>\$759,991.20</u> |                     |                       |
|                     |                     | <b>TOTAL ASSETS</b> | <u>\$1,000,810.15</u> |

**LIABILITIES:**

|                  |                   |                          |            |
|------------------|-------------------|--------------------------|------------|
| Accounts Payable | <u>\$7,911.70</u> |                          |            |
|                  |                   | <b>TOTAL LIABILITIES</b> | \$7,911.70 |

**FUND BALANCE:**

|                                  |              |
|----------------------------------|--------------|
| Deferred Revenue                 | \$50,256.97  |
| Emergency Reserve                | \$370,000.00 |
| Retained Earnings                | \$472,740.75 |
| Excess Revenue over Expenditures | \$99,900.73  |

**TOTAL FUND BALANCE** \$992,898.45

**TOTAL LIABILITIES  
& FUND BALANCE** \$1,000,810.15

**CAPITAL EQUIPMENT FUND**

11/30/2014

| <b>REVENUES:</b>      | <b>BUDGETED<br/>2014</b> | <b>COLLECTIONS<br/>CURRENT MO.</b> | <b>COLLECTIONS<br/>TO DATE</b> | <b>BALANCE</b>     |
|-----------------------|--------------------------|------------------------------------|--------------------------------|--------------------|
| Investment Earnings   | \$1,500.00               | \$115.29                           | \$1,304.80                     | \$195.20           |
| Sale of Asset         | \$0.00                   | \$0.00                             | \$3,581.10                     | -\$3,581.10        |
| 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                        | \$267,278.00                   | \$40,642.00        |
| Grants                | \$0.00                   | \$0.00                             | \$0.00                         | \$0.00             |
| <b>TOTAL REVENUES</b> | <b>\$309,420.00</b>      | <b>\$24,277.29</b>                 | <b>\$272,163.90</b>            | <b>\$37,256.10</b> |

| <b>EXPENDITURES:</b>       | <b>BUDGETED<br/>2014</b> | <b>EXPENSES<br/>CURRENT MO.</b> | <b>EXPENSES<br/>TO DATE</b> | <b>BALANCE</b>      |
|----------------------------|--------------------------|---------------------------------|-----------------------------|---------------------|
| Audit                      | \$905.00                 | \$0.00                          | \$905.00                    | \$0.00              |
| Police Equipment           | \$0.00                   | \$0.00                          | \$0.00                      | \$0.00              |
| Fire Equipment             | \$102,632.00             | \$1,000.00                      | \$37,441.68                 | \$65,190.32         |
| Public Works Equipment     | \$54,200.00              | \$2,956.00                      | \$26,575.00                 | \$27,625.00         |
| Parks, Lib & Rec Equipment | \$73,000.00              | \$21,819.00                     | \$68,965.00                 | \$4,035.00          |
| Non-Dept Equipment         | \$104,088.00             | \$0.00                          | \$78,857.00                 | \$25,231.00         |
| <b>TOTAL EXPENDITURES</b>  | <b>\$334,825.00</b>      | <b>\$25,775.00</b>              | <b>\$212,743.68</b>         | <b>\$122,081.32</b> |

**BALANCE SHEET**

11/30/2014

|                    |                |
|--------------------|----------------|
| Cash               | \$13,212.18    |
| Investments        | \$1,208,356.50 |
| Fixed Assets (Net) | \$2,055,347.52 |

**TOTAL ASSETS** \$3,276,916.20

**LIABILITIES:**

|                  |              |
|------------------|--------------|
| Accounts Payable | \$2,956.00   |
| Lease Payable    | \$102,747.56 |

|                                  |                |   |                       |
|----------------------------------|----------------|---|-----------------------|
| Lease Interest Payable           | \$667.72       |   |                       |
|                                  |                | <b>TOTAL LIABILITIES</b>                        | <b>\$106,371.28</b>   |
| <b><u>FUND BALANCE:</u></b>      |                |   |                       |
| Retained Earnings                | \$3,111,124.70 |   |                       |
| Excess Revenue over Expenditures | \$59,420.22    |   |                       |
|                                  |                | <b>TOTAL FUND BALANCE</b>                       | <b>\$3,170,544.92</b> |
|                                  |                | <b>TOTAL LIABILITIES<br/>&amp; FUND BALANCE</b> | <b>\$3,276,916.20</b> |

### CAPITAL IMPROVEMENT FUND

11/30/2014

| <b><u>REVENUES:</u></b> | BUDGETED<br>2014   | COLLECTIONS<br>CURRENT MO. | COLLECTIONS<br>TO DATE | BALANCE          |
|-------------------------|--------------------|----------------------------|------------------------|------------------|
| Investment Earnings     | \$1,000.00         | \$78.23                    | \$865.40               | \$134.60         |
| Misc. Income            | \$50.00            | \$0.00                     | \$1,470.00             | -\$1,420.00      |
| TCI                     | \$7,100.00         | \$0.00                     | \$6,982.37             | \$117.63         |
| Kentec                  | \$90.00            | \$0.00                     | \$0.00                 | \$90.00          |
| Fritzler                | \$327.00           | \$0.00                     | \$327.23               | -\$0.23          |
| Media Logic             | \$2,400.00         | \$198.00                   | \$2,177.99             | \$222.01         |
| Cell One                | \$4,100.00         | \$0.00                     | \$4,065.99             | \$34.01          |
| Sale of Asset           | \$0.00             | \$0.00                     | \$0.00                 | \$0.00           |
| Grants                  | \$0.00             | \$0.00                     | \$0.00                 | \$0.00           |
| <b>TOTAL REVENUES</b>   | <b>\$15,067.00</b> | <b>\$276.23</b>            | <b>\$15,888.98</b>     | <b>-\$821.98</b> |

| <b><u>EXPENDITURES:</u></b> | BUDGETED<br>2014 | EXPENSES<br>CURRENT MO. | EXPENSES<br>TO DATE | BALANCE       |
|-----------------------------|------------------|-------------------------|---------------------|---------------|
| Building Improvements       | \$0.00           | \$0.00                  | \$0.00              | \$0.00        |
| Land Transactions           | \$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        |
| <b>TOTAL EXPENDITURES</b>   | <b>\$300.00</b>  | <b>\$0.00</b>           | <b>\$300.00</b>     | <b>\$0.00</b> |

### BALANCE SHEET

11/30/2014

|                            |              |                          |                     |
|----------------------------|--------------|--------------------------|---------------------|
| <b><u>ASSETS:</u></b>      |              |                          |                     |
| Cash                       | \$14,474.36  |                          |                     |
| Accounts Receivable        | \$396.00     |                          |                     |
| Investments                | \$825,600.52 |                          |                     |
|                            |              | <b>TOTAL ASSETS</b>      | <b>\$840,470.88</b> |
| <b><u>LIABILITIES:</u></b> |              |                          |                     |
| Accounts Payable           | \$0.00       |                          |                     |
|                            |              | <b>TOTAL LIABILITIES</b> | <b>\$0.00</b>       |

**FUND BALANCE:**

Unreserved Fund Balance \$824,881.90  
Excess Revenue over Expenditures \$15,588.98

**TOTAL FUND BALANCE** \$840,470.88

**TOTAL LIABILITIES  
& FUND BALANCE** \$840,470.88

## HUMAN RESOURCES DEPARTMENT

### NOVEMBER 2014 MONTHLY REPORT

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

**CDL TESTING** – The fourth quarter DOT Random Drug test was completed during the month of November. Two (2) pre-employment drug screens were conducted.

**WORKERS' COMPENSATION** – The City continues to follow all injury cases that are presented for on-the-job injuries. Six (6) claims was filed during November. All were minor and no medical attention was needed.

#### **JOB OPPORTUNITIES** –

| Positions Open                              | Positions Filled                                  |
|---|---|
| Lead Water Treatment Plant Operator (Supt.) | Firefighters (2)                                  |
| Public Safety Communications Director       | Police Officer (1) and one Cadet moved to Officer |
| Police Officer (1)                          |   |
| Lab Technician                              |   |
| Public Safety Dispatcher (2)                |   |
| Maintenance Worker I (Water, Street)        |   |
| Code Enforcement Supervisor                 |   |

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

#### **MISCELLANEOUS ACTIVITIES**

HR Assistant conducted three (3) orientations for 3 fulltime positions.

AFLAC Open enrollment was held on November 3 and 4.

One (1) Police Officer test was administered by HR Assistant during November.

HR Assistant arranged interviews for Code Enforcement Supervisor and Maintenance Worker I position.

HR Director assisted with Property Survey from CIRSA.

HR Director and HR Assistant worked on the float for the Parade of Lights on Dec. 4. Several employees are working on the float.

**MUNICIPAL COURT**  
**NOVEMBER 2014 MONTHLY REPORT**

| DESCRIPTION  | Nov<br>2014 | Nov<br>2013 | Nov<br>Change | YTD<br>2014 | YTD<br>2013 | YTD<br>Change | 5 yr<br>YTD<br>Avg | 5 yr<br>YTD<br>Change |
|--|-------------|-------------|---------------|-------------|-------------|---------------|--------------------|-----------------------|
| <b>ARRAIGNMENTS</b>  | 31          | 38          | -18%          | 480         | 531         | -10%          | 714                | -33%                  |
| <b>JUVENILE CASES</b>  | 13          | 8           | 63%           | 100         | 96          | 4%            | 106                | -6%                   |
| TRAFFIC  |             | 1           | -100%         | 6           | 5           | 20%           | 4                  | 43%                   |
| NO INSURANCE   |             |             |               |             |             |               | 1                  | -100%                 |
| NO SEAT BELT   |             |             |               |             |             |               | 1                  | -100%                 |
| SPEEDING   |             |             |               | 2           | 3           | -33%          | 2                  | -9%                   |
| UNDERAGE POSS OF TOBACCO<br>POSS. OF MARIJUANA/DRUG<br>PARAPHERNALIA | 2           |             |               | 7           | 2           | 250%          | 5                  | 52%                   |
| THEFT  | 7           | 2           | 250%          | 27          | 8           | 238%          | 14                 | 99%                   |
| DISTURBING THE PEACE/NOISES  |             | 1           | -100%         | 14          | 20          | -50%          | 12                 | -14%                  |
| RESISTING ARREST/FAILURE TO COMPLY                                   |             | 1           | -100%         |             | 3           | -100%         | 1                  | -100%                 |
| INJURING/DEFACING PROPERTY   |             |             |               | 2           | 12          | -83%          | 10                 | -80%                  |
| TRESPASSING  |             |             |               | 4           | 3           | 33%           | 7                  | -39%                  |
| UNDERAGE POSS/CONS ALCOHOL/PROCURE<br>CURFEW FOR MINORS              | 2           |             |               | 12          | 15          | -20%          | 26                 | -54%                  |
| OTHER  | 1           | 3           | -67%          | 13          | 4           | 225%          | 5                  | 183%                  |
| ADULT CASES  | 1           |             |               | 3           | 7           | -57%          | 10                 | -69%                  |
| <b>ADULT CASES</b>   | 18          | 30          | -40%          | 380         | 435         | -13%          | 607                | -37%                  |
| TRAFFIC  | 2           | 4           | -50%          | 54          | 55          | -2%           | 70                 | -23%                  |
| NO INSURANCE   | 2           | 3           | -33%          | 20          | 30          | -33%          | 61                 | -67%                  |
| NO SEAT BELT   |             |             |               | 28          | 19          | 47%           | 74                 | -62%                  |
| SPEEDING   |             |             |               | 15          | 8           | 88%           | 67                 | -78%                  |
| PARKING  | 1           | 3           | -67%          | 27          | 62          | -56%          | 66                 | -59%                  |
| POSS. MARIJUANA/DRUG PARAPHERNALIA                                   | 1           | 1           |               | 24          | 11          | 118%          | 36                 | -34%                  |
| THEFT  | 4           | 5           | -20%          | 73          | 66          | 11%           | 38                 | 90%                   |
| DISTURBING THE PEACE/NOISES  | 2           | 3           | -33%          | 19          | 27          | -30%          | 22                 | -13%                  |
| RESISTING ARREST/FAILURE TO COMPLY                                   |             | 2           | -100%         | 3           | 9           | -67%          | 8                  | -61%                  |
| INJURING/DEFACING PROPERTY   | 1           |             |               | 7           | 13          | -46%          | 6                  | 17%                   |
| TRESPASSING  |             |             |               | 14          | 13          | 8%            | 30                 | -53%                  |
| UNDERAGE POSS/CONS ALCOHOL   | 5           | 5           |               | 54          | 57          | -5%           | 59                 | -8%                   |
| SALE / PROCUREMENT / OPEN CONTAINER                                  |             | 2           | -100%         | 1           | 7           | -86%          | 6                  | -83%                  |
| OTHER  |             | 1           | -100%         | 15          | 20          | -25%          | 21                 | -30%                  |
| ANIMAL   |             | 1           | -100%         | 24          | 30          | -20%          | 35                 | -32%                  |
| NUISANCES  |             |             |               | 2           | 8           | -75%          | 27                 | -93%                  |
| JUVENILE ARR'S FOUND GUILTY  | 3           | 5           | -40%          | 67          | 53          | 26%           | 57                 | 17%                   |
| JUVENILE ARR'S DISMISSED   |             |             |               | 2           | 5           | -60%          | 26                 | -92%                  |
| JUVENILES PLACED ON PROB/DJ/UPS                                      | 5           | 5           |               | 87          | 67          | 30%           | 66                 | 31%                   |
| JUVENILE VIOLS OF PROB/DJ/UPS  |             |             |               | 16          | 4           | 300%          | 7                  | 129%                  |
| JUVENILE FTA/PWL   |             |             |               |             |             |               | 62                 | -100%                 |
| ADULT ARR'S FOUND GUILTY   | 9           | 16          | -44%          | 160         | 178         | -10%          | 213                | -25%                  |
| ADULT ARR'S DISMISSED  |             |             |               | 20          | 39          | -49%          | 95                 | -79%                  |
| ADULTS PLACED ON PROB/DJ/UPS   | 7           | 7           |               | 84          | 78          | 8%            | 90                 | -7%                   |
| ADULT VIOLS OF PROB/DJ/UPS   | 1           |             |               | 4           | 3           | 33%           | 17                 | -77%                  |
| ADULT FTA/PWL  | 1           | 5           | -80%          | 50          | 41          | 22%           | 122                | -59%                  |

| DESCRIPTION                      | Nov<br>2014 | Nov<br>2013 | Nov<br>Change | YTD<br>2014 | YTD<br>2013 | YTD<br>Change | 5 yr<br>YTD<br>Avg | 5 yr<br>YTD<br>Change |
|----------------------------------|-------------|-------------|---------------|-------------|-------------|---------------|--------------------|-----------------------|
| FINE EXTENSIONS                  | 19          | 35          | -46%          | 302         | 373         | -19%          | 441                | -32%                  |
| CONTINUANCE/SET FOR TRIALS/ETC   | 7           | 6           | 17%           | 107         | 142         | -25%          | 148                | -28%                  |
| CASES REVIEWED                   | 36          | 62          | -42%          | 444         | 599         | -26%          | 447                | -1%                   |
| TRIALS FOUND GUILTY              | 3           | 4           | -25%          | 61          | 55          | 11%           | 62                 | -2%                   |
| TRIALS FOUND NOT GUILTY          | 2           |             |               | 3           | 9           | -67%          | 280                | -99%                  |
| TRIALS DISMISSED                 | 3           | 1           | 200%          | 33          | 44          | -25%          | 77                 | -57%                  |
| NEW CHARGES PROCESSED            |             | 58          | -100%         | 733         | 869         | -16%          | 1,096              | -33%                  |
| NEW WARRANTS                     | 8           | 11          | -27%          | 126         | 134         | -6%           | 157                | -20%                  |
| DAYS JUVENILES SENT TO DETENTION | 10          |             |               | 14          | 4           | 250%          | 218                | -94%                  |
| DAYS ADULTS SENT TO JAIL         | 10          |             |               | 57          | 142         | -60%          | 163                | -65%                  |
| PAID TICKETS                     | 27          | 25          | 8%            | 393         | 410         | -4%           | 819                | -52%                  |
| PAID WITH AUTO POINT REDUCTION   | 17          | 16          | 6%            | 194         | 203         | -4%           | 221                | -12%                  |
| PAID AS REGULAR TICKET           | 10          | 9           | 11%           | 199         | 207         | -4%           | 444                | -55%                  |
| FROM PWL TO WARRANT              |             |             |               |             | 5           | -100%         | 4                  | -100%                 |

## **POLICE DEPARTMENT**

### **NOVEMBER 2014 MONTHLY REPORT**

During November 2014, the police department responded to 1,025 Calls for Service, a four percent decrease over the 1,064 Calls for Service responded to in November of 2013. The year-to-date calls for service at the end of November 2014 were 11,865, a nine percent increase over the 10,922 calls noted at the end of November 2013.

Officers responded to 26 traffic accidents during the month of November, which represents an eight percent increase over the 24 responded to in November of 2013. Officers issued 29 penalty assessments during November 2014, which is a 12 percent increase over the 26 penalty assessments issued in November 2013. Officers also issued 130 warning tickets during November 2014, a 23 percent decrease from the 169 warning tickets issued in November 2013. Officers arrested three drivers on DUI charges during November 2014, compared to six DUI arrests in November of 2013.

Among the criminal offenses reported were one sex offense, two robberies, 14 assault offenses, three burglaries, 28 larceny/thefts, two motor vehicle theft offenses, two counterfeiting/forgery offenses, five fraud offenses, 15 vandalisms, three weapons law violations, two stolen property violations and 12 drug violations. The value of property stolen during the month was \$42,558 and \$17,718 was recovered. Officers arrested 36 adults and one juvenile, for a total of 37 arrests in November 2014. This is five less arrests or a 13 percent decrease over the total of 42 arrests made in November of 2013.

In November, the Youth Services Division received 17 youth referrals (4 males and 13 females). Youth referrals numbering 17 were from the Sterling Police Department.

Officers responded to 51 calls at local liquor establishments, with 53 calls being reported in November of 2013.

Sterling Police officers and staff completed 7,348.40 hours of training during the month of November 2014. Year-to-date, or as of November 30, 2014, officers and staff completed 11,044.34 hours of training. This month's training included the hours of Officer Casey Swingle, completing his academy training at Otero Junior College's law enforcement academy and graduating November 20, 2014.

The Sterling Police Department's K-9 Unit was called out twelve times during the month of November, 2014. K-9 Glock demonstrated his skills one time for students of Northeastern Junior College's Criminal Justice Program, and one time for the Logan County Humane Society, and logged in 22.15 hours of training. Various call outs were for a fleeing criminal, narcotics sniffs of buildings, vehicles, area search, felony vehicle stop,

Officer Matt Williams, Drug Recognition Expert, was called out on one case during the month of November, 2014.

| DESCRIPTION                     | Nov 2014 | Nov 2013 | Nov Change | YTD 2014 | YTD 2013 | YTD Change | 5 yr YTD Avg | 5 yr YTD Change |
|---------------------------------|----------|----------|------------|----------|----------|------------|--------------|-----------------|
| ACTIVITIES                      |          |          |            |          |          |            |              |                 |
| CALLS for SERVICE               |          |          |            |          |          |            |              |                 |
| CITY OF STERLING                | 1,025    | 1,064    | -4%        | 11,865   | 10,922   | 9%         | 11,848       | 0%              |
| MOTOR VEHICLE ACCIDENTS         | 26       | 24       | 8%         | 250      | 232      | 8%         | 247          | 1%              |
| CRIMINAL OFFENSES               | 154      | 134      | 15%        | 1,657    | 1,669    | -1%        | 1,383        | 20%             |
| GROUP "A" OFFENSES              | 89       | 62       | 44%        | 924      | 879      | 5%         | 792          | 17%             |
| GROUP "B" OFFENSES              | 65       | 72       | -10%       | 816      | 790      | 3%         | 595          | 37%             |
| VANDALISM                       | 15       | 10       | 50%        | 181      | 197      | -8%        | 173          | 5%              |
| ARRESTS                         |          |          |            |          |          |            |              |                 |
| ADULTS                          | 36       | 37       | -3%        | 530      | 506      | 5%         | 552          | -4%             |
| JUVENILES                       | 1        | 5        | -80%       | 44       | 53       | -17%       | 72           | -39%            |
| PROPERTY                        |          |          |            |          |          |            |              |                 |
| STOLEN                          | 42,558   | 39,614   | 7%         | 496,459  | 446,001  | 11%        | 339,526      | 46%             |
| RECOVERED                       | 17,718   | 19,004   | -7%        | 177,582  | 145,479  | 22%        | 102,949      | 72%             |
| MUNICIPAL CHARGES               |          |          |            |          |          |            |              |                 |
| PA'S                            | 29       | 26       | 12%        | 412      | 404      | 2%         | 875          | -53%            |
| CRIMINAL CHARGES                | 17       | 20       | -15%       | 253      | 246      | 3%         | 256          | -1%             |
| WARNINGS                        | 130      | 169      | -23%       | 1,629    | 1,692    | -4%        | 2,804        | -42%            |
| STATE CHARGES                   |          |          |            |          |          |            |              |                 |
| TRAFFIC                         | 22       | 30       | -27%       | 261      | 247      | 6%         | 357          | -27%            |
| DUI'S                           | 3        | 6        | -50%       | 52       | 68       | -24%       | 73           | -29%            |
| CRIMINAL CHARGES                | 25       | 22       | 14%        | 332      | 338      | -2%        | 324          | 2%              |
| YOUTH SERVICES                  |          |          |            |          |          |            |              |                 |
| NUMBER OF REFERRALS             |          |          |            |          |          |            |              |                 |
| MALE                            | 4        | 13       | -31%       | 178      | 156      | 14%        | 171          | 4%              |
| FEMALE                          | 13       | 9        | 44%        | 118      | 128      | -8%        | 103          | 14%             |
| TOTAL                           | 17       | 18       | -6%        | 296      | 284      | 4%         | 274          | 8%              |
| REFERRING SOURCE                |          |          |            |          |          |            |              |                 |
| STERLING POLICE DEPARTMENT      | 17       | 15       | 13%        | 281      | 262      | 7%         | 247          | 14%             |
| LOGAN COUNTY SHERIFF'S OFFICE   |          | 1        | -100%      | 2        | 7        | -71%       | 6            | -67%            |
| DISTRICT COURT                  |          |          |            |          | 3        | -100%      | 3            | -100%           |
| STATE PATROL/OTHER JURISDICTION |          | 2        | -100%      |          | 3        | -100%      | 2            | -100%           |
| PARENT/SELF                     |          |          |            | 1        | 1        |            | 3            | -62%            |
| SCHOOL                          |          |          |            | 12       | 8        | 50%        | 14           | -12%            |

**STERLING FIRE DEPARTMENT**  
**NOVEMBER 2014 MONTHLY REPORT**

**CHIEF VOGEL**

Lead Command Staff meeting

Attended the Sterling Rural Fire Protection District meeting

Attend the E911 meeting

Lead City Safety meeting

Attended Webinar - Rethinking Public Administration: The Case for Management

Met with County Commissioners about EMS budget and gave Department report

**DEPARTMENT ACTIVITIES**

Coloring contest pizza party

Chris Bernall and Vincent Pratt hired as Firefighters

Change your clock/Change your batteries





## PUBLIC WORKS DEPARTMENT

### NOVEMBER 2014 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of November with a high temperature of 69° recorded at the Sterling Municipal Airport on the 7th. Evening temperatures also fluctuated similarly with a low of the month being -12° on the evening of the 13th and a high evening low of 34° recorded on the 2nd. The Sterling Municipal Airport recorded a total precipitation of .26" for the month of November.

#### MONTHLY CLIMATOLOGICAL SUMMARY for NOV. 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     | 44.8      | 63.4 | 3:00p  | 25.0  | 6:30a  | 20.2          | 0.0           | 0.00 | 3.4            | 14.0 | 3:30p  | SE      |
| 2     | 49.9      | 66.5 | 3:00p  | 34.8  | 5:30a  | 15.1          | 0.0           | 0.00 | 3.7            | 13.0 | 5:30p  | NNE     |
| 3     | 39.8      | 49.4 | 12:30a | 30.2  | 12:00m | 25.2          | 0.0           | 0.13 | 7.9            | 30.0 | 7:30a  | NNE     |
| 4     | 39.9      | 60.3 | 2:30p  | 25.4  | 6:00a  | 25.1          | 0.0           | 0.01 | 6.1            | 21.0 | 9:00a  | S       |
| 5     | 46.0      | 63.8 | 1:30p  | 28.8  | 5:30a  | 19.0          | 0.0           | 0.00 | 6.9            | 30.0 | 10:00a | SSW     |
| 6     | 44.4      | 66.0 | 3:00p  | 27.0  | 6:30a  | 20.7          | 0.0           | 0.00 | 4.4            | 15.0 | 10:00a | S       |
| 7     | 49.9      | 69.0 | 12:30p | 33.8  | 4:30a  | 15.5          | 0.4           | 0.01 | 10.8           | 45.0 | 12:30p | S       |
| 8     | 46.5      | 66.3 | 3:30p  | 31.1  | 7:00a  | 18.5          | 0.0           | 0.00 | 8.1            | 30.0 | 11:30a | SSW     |
| 9     | 47.5      | 68.8 | 3:00p  | 30.6  | 2:00a  | 17.7          | 0.2           | 0.00 | 5.7            | 13.0 | 11:00a | S       |
| 10    | 30.6      | 45.9 | 12:30a | 17.1  | 12:00m | 34.4          | 0.0           | 0.00 | 13.1           | 38.0 | 3:00p  | N       |
| 11    | 13.8      | 17.7 | 12:30p | 6.7   | 12:00m | 51.2          | 0.0           | 0.00 | 7.2            | 18.0 | 5:00p  | NNE     |
| 12    | 4.5       | 11.8 | 2:00p  | -5.5  | 12:00m | 60.5          | 0.0           | 0.00 | 7.1            | 19.0 | 2:00p  | NNW     |
| 13    | 6.9       | 18.2 | 3:00p  | -12.3 | 6:30a  | 58.1          | 0.0           | 0.00 | 6.9            | 24.0 | 12:00m | SSE     |
| 14    | 23.4      | 36.8 | 3:00p  | 9.3   | 6:00a  | 41.6          | 0.0           | 0.00 | 6.6            | 23.0 | 12:30a | SSE     |
| 15    | 15.5      | 25.4 | 12:30a | 3.6   | 12:00m | 49.5          | 0.0           | 0.00 | 8.0            | 28.0 | 10:30a | NNW     |
| 16    | 18.1      | 35.7 | 1:00p  | -1.8  | 2:30a  | 46.9          | 0.0           | 0.00 | 9.2            | 33.0 | 1:00p  | NW      |
| 17    | 20.1      | 35.5 | 2:00p  | 7.0   | 4:30a  | 44.9          | 0.0           | 0.00 | 5.2            | 22.0 | 12:30p | W       |
| 18    | 31.5      | 54.5 | 2:00p  | 7.6   | 4:30a  | 33.5          | 0.0           | 0.00 | 7.5            | 30.0 | 11:30a | S       |
| 19    | 35.8      | 49.9 | 2:30p  | 20.0  | 12:00m | 29.2          | 0.0           | 0.00 | 2.2            | 12.0 | 7:00a  | SSW     |
| 20    | 32.8      | 58.1 | 1:30p  | 11.2  | 6:30a  | 32.2          | 0.0           | 0.00 | 3.6            | 19.0 | 12:00p | S       |
| 21    | 38.3      | 60.4 | 3:00p  | 23.5  | 12:00m | 26.7          | 0.0           | 0.00 | 3.2            | 13.0 | 1:30p  | SSW     |
| 22    | 40.3      | 63.3 | 1:30p  | 19.6  | 6:30a  | 24.7          | 0.0           | 0.00 | 4.9            | 18.0 | 12:00m | S       |
| 23    | 38.7      | 51.2 | 12:30a | 26.8  | 12:00m | 26.3          | 0.0           | 0.00 | 13.3           | 39.0 | 12:30p | NNW     |
| 24    | 33.9      | 45.4 | 12:30p | 22.9  | 7:00a  | 31.1          | 0.0           | 0.00 | 11.9           | 36.0 | 2:00p  | W       |
| 25    | 34.4      | 53.0 | 2:30p  | 17.9  | 4:00a  | 30.6          | 0.0           | 0.00 | 10.0           | 33.0 | 2:30p  | S       |
| 26    | 29.6      | 34.6 | 12:30p | 20.0  | 11:00p | 35.4          | 0.0           | 0.10 | 4.0            | 21.0 | 12:30a | SW      |
| 27    | 32.2      | 42.7 | 9:30p  | 14.7  | 2:30a  | 32.8          | 0.0           | 0.01 | 4.7            | 13.0 | 8:00p  | S       |
| 28    | 40.5      | 56.3 | 2:30p  | 29.3  | 6:00a  | 24.5          | 0.0           | 0.00 | 5.3            | 19.0 | 9:00a  | SSW     |
| 29    | 44.1      | 65.7 | 2:30p  | 27.2  | 6:30a  | 20.9          | 0.0           | 0.00 | 5.9            | 19.0 | 7:30p  | S       |
| 30    | 20.9      | 35.9 | 12:30a | 16.2  | 10:00a | 44.1          | 0.0           | 0.00 | 8.3            | 22.0 | 8:30a  | NNE     |
| <hr/> |           |      |        |       |        |               |               |      |                |      |        |         |
|       | 33.2      | 69.0 | 7      | -12.3 | 13     | 956.1         | 0.6           | 0.26 | 6.8            | 45.0 | 7      | S       |

Max >= 90.0: 0  
 Max <= 32.0: 4  
 Min <= 32.0: 28  
 Min <= 0.0: 3  
 Max Rain: 0.13 ON 11/03/14  
 Days of Rain: 2 (>.01 in) 1 (>.1 in) 0 (>1 in)  
 Heat Base: 65.0 Cool Base: 65.0 Method: Integration

## STREET/SANITATION DIVISIONS

The resources spent sweeping City streets totaled 262 miles being swept throughout the month of November.

The division also expended 1,650 pounds of cold mix in pothole repair.

A 62% decrease in resources was expended in cleaning catch basins with the number being 197 throughout the month compared to 519 a year ago.

The division expended 1 gallon painting curbs and 6 gallons painting symbols.

The division repaired 2 traffic control signs, replaced 4 traffic control signs and installed 6 traffic control signs.

There were 29 tons of salt/sand mix material being used in November. The division plowed/sanded 297 miles of City streets.

The sanitation division collected 14 tons of loose trash throughout the month. However, they collected 364 tons of compacted trash. This compacted trash is a 10% decrease compared to a year ago. Under time and material removals there were 2 tons this month.

| DESCRIPTION                                 | Nov 2014 | Nov 2013 | Nov Change | YTD 2014 | YTD 2013 | YTD Change | 5 yr YTD Avg | 5 yr YTD Change |
|---|----------|----------|------------|----------|----------|------------|--------------|-----------------|
| <b>STREET MAINTENANCE</b>                   |          |          |            |          |          |            |              |                 |
| Streets Swept (Blocks)                      |          | 534      | -100%      |          | 3,868    | -100%      | 4,721        | -100%           |
| Streets Swept (Miles)                       | 262      |          |            | 1,598    |          |            |              |                 |
| Sweeper Water-Dust Control (Gals)           | 1,250    | 3,260    | -62%       | 47,240   | 45,725   | 3%         | 59,427       | -21%            |
| Flushing Streets (Gals)                     |          |          |            |          |          |            |              |                 |
| Gravel/ABC-Alleys (Tons)                    |          |          |            | 20       | 64       | -69%       | 388          | -95%            |
| Gravel/ABC-Streets (Tons)                   |          |          |            | 3        | 80       | -96%       | 941          | -100%           |
| Grading Alleys (Blocks)                     |          |          |            |          | 205      | -100%      | 1,201        | -100%           |
| Grading Streets (Blocks)                    |          |          |            |          | 30       | -100%      | 472          | -100%           |
| Grade Parking Lots (Blocks)                 |          |          |            |          |          |            |              |                 |
| Excavate Sub-base (Cu Yds)                  |          |          |            |          |          |            | 380          | -100%           |
| Excavate Asphalt (Tons)                     |          |          |            |          | 50       | -100%      | 266          | -100%           |
| Excavate Concrete (Tons)                    |          |          |            |          |          |            | 38           | -100%           |
| Structure Backfill (Tons)                   |          |          |            |          |          |            | 660          | -100%           |
| Backfill-Pit Run & Yard Stock Dirt (Cu Yds) | 19       |          |            | 134      |          |            | 1,336        | -90%            |
| Hot Bituminous Mix (Tons)                   |          |          |            | 769      | 241      | 219%       | 718          | 7%              |
| Emulsion/Tack Oil (Gals)                    |          |          |            |          | 80       | -100%      | 142          | -100%           |
| Cold Mix-Asphalt (Tons)                     |          | 0        | -100%      |          | 3        | -100%      | 1,220        | -100%           |
| Catchbasins - Altosid Briquets              |          |          |            | 98       |          |            | 1,375        | -93%            |
| Catchbasins Cleaned (Each)                  | 197      | 519      | -62%       | 3,575    | 2,725    | 31%        | 4,580        | -22%            |
| Painting-Parking (Gals)                     |          |          |            | 27       | 94       | -72%       | 70           | -62%            |
| Painting-Crosswalks (Gals)                  |          |          |            | 126      | 117      | 8%         | 120          | 5%              |
| Painting-Curbs (Gals)                       | 1        |          |            | 98       | 124      | -21%       | 191          | -49%            |
| Painting-Symbols (Gals)                     | 6        |          |            | 22       | 1        | 2125%      | 0            | 11025%          |
| Painting-Lanes(Gals)                        |          |          |            | 5        | 8        | -38%       | 18           | -72%            |
| <b>SIGN MAINTENANCE</b>                     |          |          |            |          |          |            |              |                 |
| Traffic Control-Repair (Each)               | 2        |          |            | 68       | 187      | -64%       | 75           | -10%            |
| Traffic Control-Replace (Each)              | 4        |          |            | 197      | 109      | 81%        | 149          | 32%             |
| Traffic Control-Install (Each)              | 6        |          |            | 19       | 6        | 217%       | 147          | -87%            |
| Traffic Control-Remove (Each)               |          | 1        | -100%      | 14       | 9        | 56%        | 133          | -90%            |
| Street Name-Repair (Each)                   |          |          |            | 25       | 8        | 213%       | 66           | -62%            |

|   |       |     |       |        |        |       |        |       |
|---|-------|-----|-------|--------|--------|-------|--------|-------|
| Street Name-Replace (Each)                |       |     |       |        | 62     | -100% | 135    | -100% |
| Street Name-Install (Each)                |       |     |       |        | 5      | -100% | 124    | -100% |
| Delineators-Repair & Replace (Each)       |       |     | 4     | 1      |        | 300%  | 4      | 11%   |
| <b>SNOW/ICE CONTROL</b>                   |       |     |       |        |        |       |        |       |
| Snow Removal (Loads)                      |       |     |       | 311    | 130    | 139%  | 252    | 24%   |
| Salt/Sand Mix Material (Tons)             | 29    | 18  | 58%   | 259    | 250    | 3%    | 197    | 31%   |
| Plowed/Sanded Streets (Miles)             | 297   |     |       | 3,763  | 1,902  | 98%   | 2,312  | 63%   |
| <b>SANITATION</b>                         |       |     |       |        |        |       |        |       |
| Loose Trash/Debris Collection:WO (Tons)   | 14    | 29  | -52%  | 736    | 1,046  | -30%  | 980    | -25%  |
| Compacted Trash Collection (Tons)         | 364   | 406 | -10%  | 5,346  | 5,340  | 0%    | 5,511  | -3%   |
| Alley Debris/Trash Removal: T & M (Tons)  | 2     | 5   | -59%  | 375    | 195    | 93%   | 180    | 109%  |
| Yard: Sweepings + Misc Debris (Tons)      | 62    | 238 | -74%  | 835    | 640    | 30%   | 892    | -6%   |
| Container Repairs-90 Rollouts (Each)      | 11    | 1   | 1000% | 98     | 52     | 88%   | 141    | -31%  |
| Container Repairs-Dumpsters (Each)        | 19    | 48  | -60%  | 426    | 317    | 34%   | 354    | 20%   |
| Level Dumpsters - Gravel Base Pad         |       |     |       | 9      | 196    | -95%  | 42     | -78%  |
| Weed Control-Mowing (Hours)               | 3     |     |       | 249    | 114    | 118%  | 177    | 41%   |
| Weed Control-Burning (Hours)              | 30    |     |       | 30     |        |       | 7      | 332%  |
| <b>MATERIAL PROCESSING</b>                |       |     |       |        |        |       |        |       |
| Haul Materials from Vendor Yard (Tons)    | 29    | 535 | -95%  | 1,299  | 1,745  | -26%  | 1,424  | -9%   |
| Haul Materials from Project Site (Cu Yds) | 24    | 318 | -92%  | 188    | 454    | -59%  | 1,970  | -90%  |
| Haul Pulverized Asphalt/Millings (Cu Yds) | 32    |     |       | 439    | 251    | 75%   | 600    | -27%  |
| <b>MISCELLANEOUS</b>                      |       |     |       |        |        |       |        |       |
| Haul Rip Rap Materials--Concrete          |       |     |       | 1,172  | 600    | 95%   | 249    | 371%  |
| Crack Sealing (pounds)                    |       |     |       | 14,980 | 27,150 | -45%  | 28,913 | -48%  |
| Grading Alleys (Hours)                    | 3     |     |       | 166    |        |       |        |       |
| Grading Streets (Hours)                   | 14    |     |       | 135    |        |       |        |       |
| Grade Parking Lots (Hours)                |       |     |       |        |        |       |        |       |
| Cold Mix Asphalt (Pounds)                 | 1,650 |     |       | 13,595 |        |       |        |       |

## **WATER/SEWER DIVISION**

The water division produced 75,326,100 gallons, a 20% increase compared to November a year ago, and a 1% decrease in hours logged. Furthermore the division responded to 78 requests for locates throughout the month. The meter reader read 4,800 meters resulting in 67 turn-offs for delinquent payment, 3 investigations for zero consumption and 1 investigation for high usage. The division continued the testing regime necessary for the health department regulations, responded to 152 and cleared 152 SCADA alarms at the time of reporting.

The sewer division responded to 74 requests for locates.

| DESCRIPTION                            | Nov 2014 | Nov 2013 | Nov Change | YTD 2014 | YTD 2013 | YTD Change | 5 yr YTD Avg | 5 yr YTD Change |
|--|----------|----------|------------|----------|----------|------------|--------------|-----------------|
| <b>WATER DISTRIBUTION</b>              |          |          |            |          |          |            |              |                 |
| <b>WATER SERVICES INSTALLED (No.)</b>  |          |          |            |          |          |            |              |                 |
| Water Services Installed-3/4"          |          |          |            |          |          |            |              |                 |
| Water Service Installed-1"             |          |          |            |          |          |            | 1            | -100%           |
| Water Service Installed-1 1/2"         |          |          |            |          |          |            |              |                 |
| Water Service Installed-2"             |          |          |            |          |          |            |              |                 |
| Water Service Installed->2"            |          |          |            |          |          |            |              |                 |
| Water Taps Installed:(all sizes)       |          |          |            |          |          |            |              |                 |
| Water Services Repaired (leak)         | 3        | 1        | 200%       | 19       | 12       | 58%        | 12           | 58%             |
| <b>WATER MAINS INSTALLED (Feet) 4"</b> |          |          |            | 20       |          |            |              |                 |

|   |       |       |       |        |        |       |        |       |
|---|-------|-------|-------|--------|--------|-------|--------|-------|
| Watermain Installed-6"                      |       |       |       |        |        |       | 3      | -100% |
| Watermain Installed-8"                      |       |       |       |        |        |       | 1      | -100% |
| Watermain Installed-10"                     |       |       |       |        |        |       | 94     | -100% |
| Watermain Installed->10"                    |       |       |       |        |        |       | 4      | -100% |
| Watermains Repaired (breaks) No.            | 1     | 3     | -67%  | 34     | 9      | 278%  | 13     | 166%  |
| <b>WATER MAINS REPLACED (Feet) 4"</b>       |       |       |       |        |        |       | 0      | -100% |
| Watermain Replaced-6"                       | 13    |       |       | 13     |        |       | 11     | 20%   |
| Watermain Replaced-8"                       |       |       |       |        |        |       |        |       |
| Watermain Replaced-10"                      |       |       |       |        |        |       | 110    | -100% |
| Watermain Replaced->10"                     | 5     |       |       | 5      |        |       | 2      | 127%  |
| <b>WATER MAIN VALVES INSTALLED (No.) 4"</b> |       |       |       |        |        |       | 0      | -100% |
| Valves Installed-6"                         |       |       |       |        |        |       | 0      | -100% |
| Valves Installed-8"                         |       |       |       |        |        |       |        |       |
| Valves Installed-10"                        |       |       |       |        |        |       | 1      | -100% |
| Valves Installed->10"                       |       |       |       |        |        |       | 0      | -100% |
| Valves Repaired                             |       |       |       |        |        |       | 3      | -100% |
| Valves Replaced                             |       |       |       |        | 3      | -100% | 4      | -100% |
| Valves Exercised                            |       |       |       |        |        |       | 36     | -100% |
| Valve Boxes Replaced                        |       |       |       |        |        |       | 0      | -100% |
| Valve Boxes Repaired                        |       |       |       |        |        |       | 0      | -100% |
| <b>LOCATES (No.)</b>                        |       |       |       |        |        |       |        |       |
| Valves                                      | 28    | 20    | 40%   | 561    | 474    | 18%   | 1,599  | -65%  |
| Water Mains                                 | 17    | 12    | 42%   | 381    | 315    | 21%   | 914    | -58%  |
| Service Lines                               | 33    | 35    | -6%   | 749    | 588    | 27%   | 332    | 126%  |
| <b>FIRE HYDRANTS (No.)</b>                  |       |       |       |        |        |       |        |       |
| Fire Hydrants Installed                     |       |       |       |        | 2      | -100% | 1      | -100% |
| Fire Hydrants Repaired                      |       | 7     | -100% | 1      | 14     | -93%  | 9      | -89%  |
| Fire Hydrants Replaced                      |       |       |       |        |        |       | 1      | -100% |
| Fire Hydrants Inspected                     |       |       |       |        |        |       | 1      | -100% |
| Fire Hydrants Flushed                       |       | 6     | -100% |        | 66     | -100% | 16     | -100% |
| Fire Hydrants Painted                       | 2     |       |       | 4      |        |       |        |       |
| <b>Pipe Fittings Installed</b>              |       |       |       |        |        |       |        |       |
| Cross (No)                                  |       |       |       |        |        |       | 0      | -100% |
| Tee (No)                                    |       |       |       |        |        |       | 0      | -100% |
| Bend (No)                                   |       |       |       |        |        |       |        |       |
| <b>MISCELLANEOUS - OTHER</b>                |       |       |       |        |        |       |        |       |
| Concrete Blocks Built (No.)                 |       |       |       |        |        |       |        |       |
| Water Main Leak Detection (Feet)            |       |       |       |        |        |       | 14     | -100% |
| <b>METER SECTION</b>                        |       |       |       |        |        |       |        |       |
| <b>METERS (No.)</b>                         |       |       |       |        |        |       |        |       |
| Meters Read                                 | 4,800 | 4,569 | 5%    | 55,106 | 53,727 | 3%    | 50,395 | 9%    |
| Meter Turn-offs (for repair)                | 6     | 10    | -40%  | 116    | 154    | -25%  | 133    | -13%  |
| Meter Turn-offs (delinquent)                | 67    | 75    | -11%  | 922    | 847    | 9%    | 720    | 28%   |
| Meter Turn-ons (all)                        | 67    | 74    | -9%   | 1,118  | 943    | 19%   | 840    | 33%   |
| <b>METER MAINTENANCE (No.)</b>              |       |       |       |        |        |       |        |       |
| Meters Repaired - In House                  |       |       |       |        |        |       |        |       |
| Meters Repaired - In Field                  |       |       |       |        |        |       | 4      | -100% |
| Meters Repaired - Manufacturer              |       |       |       |        |        |       |        |       |
| <b>METER INVESTIGATIONS (No.)</b>           |       |       |       |        |        |       |        |       |
| Zero Consumption                            | 3     |       |       | 276    | 236    | 17%   | 50     | 452%  |
| High Usage                                  | 1     | 17    | -94%  | 150    | 188    | -20%  | 313    | -52%  |
| Leaking in Meter Pit                        |       |       |       | 12     | 19     | -37%  | 8      | 46%   |
| <b>METER PIT MAINTENANCE (No.)</b>          |       |       |       |        |        |       |        |       |
| Curb Stops Repaired                         |       |       |       | 2      |        |       | 1      | 233%  |
| <b>METER PIT INSTALLATION (No.)</b>         |       |       |       |        |        |       |        |       |
| Meter Pits Installed                        |       |       |       |        |        |       |        |       |
| <b>MISCELLANEOUS - OTHER (No.)</b>          |       |       |       |        |        |       |        |       |
| Concrete Risers Manufactured                |       |       |       | 2      |        |       |        |       |





|   |   |   |      |     |       |      |       |       |
|---|---|---|------|-----|-------|------|-------|-------|
| Sewer Lines Televised (Ft.) all sizes     |   |   |      |     |       |      | 20    | -100% |
| Sewer Service Lines Televised (No.)       |   |   |      |     |       |      | 2     | -100% |
| Sewer Service Taps Televised (No.)        |   |   |      |     |       |      | 3     | -100% |
| Sewer Service Lines Replaced (No.)        |   |   |      |     |       |      | 0     | -100% |
| Sewer Service Taps Replaced (No.)         |   |   |      |     |       |      | 0     | -100% |
| Manhole Risers Manufactured (No.)         |   |   |      |     |       |      |       |       |
| <b>STORM SECTION</b>                      |   |   |      |     |       |      |       |       |
| <b>Storm Sewer Lines Installed (Ft.)</b>  |   |   |      |     |       |      |       |       |
| Sewer Lines Installed -8" (Ft.)           |   |   |      |     |       |      | 36    | -100% |
| Sewer Lines Installed -10" (Ft.)          |   |   |      |     |       |      |       |       |
| Sewer Lines Installed -12" & larger (Ft.) |   |   |      |     |       |      |       |       |
| <b>Storm Sewer Lines Replaced (Ft.)</b>   |   |   |      |     |       |      |       |       |
| Sewer lines replaced-8" (Ft.)             |   |   |      |     |       |      |       |       |
| Sewer lines replaced-10" (Ft.)            |   |   |      |     |       |      | 1     | -100% |
| Sewer Lines Replaced-12" & larger (Ft.)   |   |   |      |     |       |      |       |       |
| <b>Storm Sewer lines Cleaned (Ft.)</b>    |   |   |      |     |       |      |       |       |
| Sewer lines cleaned-8" (Ft.)              |   |   |      | 600 | 1,990 | -70% | 627   | -4%   |
| Sewer lines cleaned-10" (Ft.)             |   |   |      |     |       |      | 195   | -100% |
| Sewer lines cleaned-12" & larger (Ft.)    |   |   |      |     |       |      | 430   | -100% |
| <b>Storm Sewer Lines Repaired (Ft.)</b>   |   |   |      |     |       |      |       |       |
| Sewer Lines Repaired-8" (Ft.)             |   |   |      |     |       |      | 0     | -100% |
| Sewer Lines Repaired-10" (Ft.)            |   |   |      |     |       |      |       |       |
| Sewer Lines Repaired-12" & larger (Ft.)   |   |   |      |     |       |      | 2     | -100% |
| 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.)                 |   |   |      |     |       |      | 142   | -100% |
| Storm Sewer Line Locates (No.)            | 3 | 4 | -25% | 234 | 163   | 44%  | 865   | -73%  |
| Storm Sewer Manhole Locates (No.)         | 5 | 5 |      | 171 | 136   | 26%  | 1,584 | -89%  |
|   |   |   |      |     |       |      |       |       |
| Call Customer by Phone                    |   |   |      |     |       |      | 1     | -100% |

## AIRPORT DIVISION

The airport division witnessed 146 operations during the month of November. Throughout the month this division sold 3,463 gallons of fuel, which is a 24% increase from November 2013. However the total year-to-date of 38,754 gallons of fuel, is also a 10% increase compared to a year ago.

| DESCRIPTION                   | Nov 2014 | Nov 2013 | Nov Change | YTD 2014 | YTD 2013 | YTD Change | 5 yr YTD Avg | 5 yr YTD Change |
|-------------------------------|----------|----------|------------|----------|----------|------------|--------------|-----------------|
| <b>OPERATIONS BY A/C TYPE</b> |          |          |            |          |          |            |              |                 |
| A/C Single Engine             | 98       | 106      | -8%        | 1,429    | 1,224    | 17%        | 1,390        | 3%              |
| A/C Multi Engine              | 6        | 14       | -57%       | 173      | 154      | 12%        | 142          | 22%             |
| Helicopter                    | 12       | 4        | 200%       | 172      | 156      | 10%        | 203          | -15%            |
| Turbojet                      | 30       | 53       | -43%       | 449      | 446      | 1%         | 472          | -5%             |





|   |        |         |       |           |           |      |           |       |
|---|--------|---------|-------|-----------|-----------|------|-----------|-------|
| Permits                                   | 1      | 3       | -67%  | 13        | 15        | -13% | 10        | 30%   |
| Value                                     | 18,528 | 290,028 | -94%  | 6,188,963 | 1,222,353 | 406% | 4,484,227 | 38%   |
| <b>NONRESIDENTIAL<br/>ADD/ALTERATIONS</b> |        |         |       |           |           |      |           |       |
| Nonresidential Add/Alterations 437        |        |         |       |           |           |      |           |       |
| Permits                                   | 3      | 5       | -40%  | 35        | 31        | 13%  | 41        | -14%  |
| Value                                     | 26,358 | 190,236 | -86%  | 1,508,120 | 2,105,844 | -28% | 3,074,899 | -51%  |
| <b>DEMOLITIONS</b>                        |        |         |       |           |           |      |           |       |
| Single-Family 645                         |        |         |       |           |           |      |           |       |
| Two-Family 646                            |        |         |       |           |           |      |           |       |
| Three & Four Family 647                   |        |         |       |           |           |      |           |       |
| Five or More Family 648                   |        |         |       |           |           |      |           |       |
| Others 649                                |        |         |       |           |           |      | 0         | -100% |
| <b>PERMITS AND FEES</b>                   |        |         |       |           |           |      |           |       |
| Building                                  |        |         |       |           |           |      |           |       |
| Permits                                   | 13     | 20      | -35%  | 195       | 186       | 5%   | 202       | -3%   |
| Fees                                      | 2,480  | 21,378  | -88%  | 236,530   | 153,385   | 54%  | 160,110   | 48%   |
| Demolitions                               |        |         |       |           |           |      |           |       |
| Permits                                   | 2      |         |       | 12        | 3         | 300% | 5         | 131%  |
| Fees                                      | 50     |         |       | 300       | 75        | 300% | 124       | 143%  |
| Fence                                     |        |         |       |           |           |      |           |       |
| Permits                                   | 2      | 3       | -33%  | 49        | 54        | -9%  | 62        | -21%  |
| Fees                                      | 40     | 60      | -33%  | 980       | 1,100     | -11% | 1,236     | -21%  |
| Mechanical                                |        |         |       |           |           |      |           |       |
| Permits                                   | 4      | 2       | 100%  | 135       | 46        | 193% | 47        | 188%  |
| Fees                                      | 123    | 57      | 116%  | 3,804     | 1,569     | 142% | 1,536     | 148%  |
| Sign                                      |        |         |       |           |           |      |           |       |
| Permits                                   | 4      | 1       | 300%  | 32        | 16        | 100% | 22        | 45%   |
| Fees                                      | 80     | 20      | 300%  | 820       | 380       | 116% | 652       | 26%   |
| Excavation                                |        |         |       |           |           |      |           |       |
| Permits                                   | 2      | 6       | -67%  | 96        | 103       | -7%  | 74        | 29%   |
| Fees                                      |        | 125     | -100% | 1,380     | 885       | 56%  | 699       | 97%   |
| Manufactured Home Hookups                 |        |         |       |           |           |      |           |       |
| Permits                                   |        | 2       | -100% | 5         | 4         | 25%  | 5         | 4%    |
| Fees                                      |        | 150     | -100% | 2,028     | 300       | 576% | 576       | 252%  |
| Miscellaneous                             |        |         |       |           |           |      |           |       |
| Permits                                   | 4      | 7       | -43%  | 124       | 169       | -27% | 432       | -71%  |
| Fees                                      | 807    | 10,248  | -92%  | 23,403    | 36,515    | -36% | 102,600   | -77%  |
| <b>TOTALS - PERMITS AND FEES</b>          |        |         |       |           |           |      |           |       |
| Permits                                   | 31     | 41      | -24%  | 648       | 581       | 12%  | 849       | -24%  |
| Fees                                      | 3,580  | 32,038  | -89%  | 269,245   | 194,209   | 39%  | 267,533   | 1%    |
|   |        |         |       |           |           |      |           |       |
| Nuisance Violations                       |        |         |       |           |           |      |           |       |
| Vehicle Violations                        | 31     | 60      | -48%  | 196       | 281       | -30% | 296       | -34%  |
| Grass/weed Violations                     | 1      |         |       | 735       | 803       | -8%  | 700       | 5%    |
| Miscellaneous Violations                  | 48     | 10      | 380%  | 550       | 539       | 2%   | 298       | 84%   |
| Totals-Nuisance Violations                | 80     | 70      | 14%   | 1,481     | 1,623     | -9%  | 1,294     | 14%   |

## **PARKS LIBRARY AND RECREATION DEPARTMENT**

### **NOVEMBER 2014 MONTHLY REPORT**

There were zero (0) pavilion reservations for the month of November, for a year to date total of one hundred and eighty-two (182). There was also zero (0) Facility Use Reservations for the month of October, for a year to date total of forty-nine (49).

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

There were zero (0) Memorial Benches purchased in the month of November.

The Department in general has been busy, we are all currently working on getting ready for Winter, and all the activities that follow.

The Director also attended several meetings in the month of November.

#### **PARKS, CEMETERY, AND FORESTRY DIVISIONS**

**Parks** – Parks are working on refurbishing park signs. Continues work on the walking path around the fishing pond.

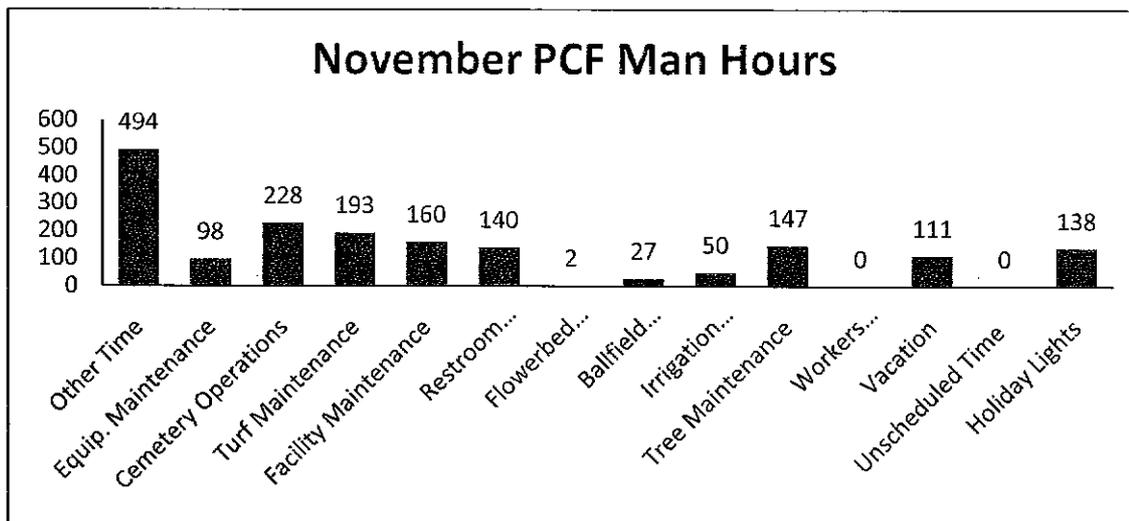
**Cemetery** – During November there were four (4) opening and closings, four (4) full burial and zero (0) cremains. There were a total of one hundred and eighteen (118) graves repaired this month. Routine maintenance is being taken care of as needed. Tamping and re-leveling graves until frost sets in.

**Forestry** – The foresters completed zero (0) action requests, trimming five (5) trees and removed ten (10) trees. They picked up nine (9) fallen branches, and removed two (2) hangers. They removed twelve (12) tree stumps in the month. They have hauled four (4) loads to the landfill. Forestry has been busy installing Christmas lights.

#### **Ongoing PCF projects:**

- Perform all routine maintenance activities, action requests and stump grinding as necessary.
- Performing routine maintenance in restrooms.
- Cemetery crew tamping sunken areas.
- Cemetery cleaning and maintaining irrigation and winterizing.
- Repair continues on the fishing dock.
- Adding tree rings to parks.
- Flower bed cleanup at Museum.

| DESCRIPTION                        | Nov<br>2014 | Nov<br>2013 | Nov<br>Change | YTD<br>2014 | YTD<br>2013 | YTD<br>Change | 5 yr<br>YTD<br>Avg | 5 yr<br>YTD<br>Change |
|------------------------------------|-------------|-------------|---------------|-------------|-------------|---------------|--------------------|-----------------------|
| <b>PARKS</b>                       |             |             |               |             |             |               |                    |                       |
| Man-hours of equip maint (all PCF) | 98          | 52          | 88%           | 1006.8      | 1084.5      | -7%           | 1406.66            | -28%                  |
| Facility reservations              | 5           | 0           | 0%            | 192         | 191         | 1%            | 237.8              | -19%                  |
| Restroom cleanings/inspections     | 140         | 174         | -20%          | 1749        | 1850        | -5%           | 1601.5             | 9%                    |
| Man-hours of ballfield preparation | 27          | 5.5         | 391%          | 1185        | 1177.5      | 1%            | 1493.3             | -21%                  |
| <b>CEMETERY</b>                    |             |             |               |             |             |               |                    |                       |
| Opening/Closing                    | 4           | 8           | -50%          | 104         | 101         | 3%            | 99.2               | 5%                    |
| Creamains - Openings/Closing       | 0           | 3           | -100%         | 41          | 59          | -31%          | 42                 | -2%                   |
| Spaces sold                        | 2           | 1           | 100%          | 39          | 50          | -22%          | 48.2               | -19%                  |
| Niches sold                        | 0           | 0           | 0%            | 32          | 37          | -14%          | 23.6               | 36%                   |
| Graves repaired/raised             | 118         | 125         | -6%           | 1001        | 929         | 8%            | 1033.2             | -3%                   |
| <b>FORESTRY</b>                    |             |             |               |             |             |               |                    |                       |
| Action requests completed          | 0           | 4           | -100%         | 48          | 45          | 7%            | 65.2               | -26%                  |
| Trees trimmed                      | 5           | 4           | 25%           | 194         | 229         | -15%          | 399                | -51%                  |
| Trees removed                      | 10          | 5           | 100%          | 142         | 107         | 33%           | 141.6              | 0%                    |
| Trees Planted                      | 0           | 0           | 0%            | 36          | 73          | -51%          | 59                 | -39%                  |
| Stumps removed                     | 12          | 6           | 100%          | 124         | 51          | 143%          | 41.4               | 200%                  |



## **RECREATION DIVISION:**

**YOUTH BASKETBALL:** Recreation Division and Recreation Center staff have been preparing for the Youth Basketball program. There are 80 teams and 574 participants in the Youth Basketball program. This is up 10 teams and up 28 participants from last year. Our leagues are recreational.

There are also two other competitive, travel youth basketball leagues available that some Sterling players/teams participate in. One is based in Ft. Morgan, called the Hwy 34 League and another is based in Denver.

Our program practices began the week of December 1<sup>st</sup> and games begin January 10, 2015. In November, some of the tasks completed for the Youth Basketball program included: processing the registration forms, filling out the team rosters, assigning players to teams, finding coaches for teams, communicating with the coaches on practice start dates and rules, arranging and assigning practice times at Ayres, Campbell, St. Anthony's and the Middle School for the Sterling teams, preparing the T-shirt order, running ads for officials, scorekeepers and supervisors, and preparing, ordering, and distributing basketball equipment to the teams.

The Recreation Division conducted a Youth Basketball Coaches Clinic coach's clinic on Sunday Nov. 23<sup>rd</sup>, with 42 of the 80 team coaches participating. This was a very good turnout. This is the eighth year we have conducted Youth Basketball coaches' clinics. A Youth Basketball supervisor clinic is scheduled for Dec. 18<sup>th</sup>. Two Youth Basketball officials and scorekeepers clinics are scheduled on Dec. 22<sup>nd</sup> and Jan. 3<sup>rd</sup>. Officials and scorekeepers are required to attend one of the two mandatory clinics. This is also the eighth year that the supervisor, official & scorekeeper clinics have been scheduled.

Some key points covered this year at the coaches clinic were the mandatory concussion training and how we need their help in keeping the youth basketball players from being "too rough". All administrators, supervisors, officials/scorekeepers, coaches and players are asked to do everything in their power to keep the roughness under control. The administration has implemented rule changes, supervisor meetings, coach's clinics and mandatory official/scorekeeper clinics to help remedy this problem.

**ADULT BASKETBALL:** Beginning in 2015, all our Adult sports programs change. We now offer Complete, Intermediate and Recreational divisions. Leagues will consist of a six game schedule, a double elimination tournament, and prizes for the championship team in each division.

Preparation for the Adult Basketball Leagues took place in November. Registrations were taken through December 3<sup>rd</sup>. There are 7 teams in the Men's Competitive division, 7 teams in the Men's Intermediate division and 5 teams in the Recreational division. There are 5 teams in the Women's Open division. This year, we offered a new Adult CO-REC League. We have just extended the deadline to try to get a few more teams in that league. Overall, there are four less teams playing this year that there were last year.

We have offered several new leagues in the last few years trying to find new niches of adult basketball players. The "Open Women's" league is one that was tried three years ago and has succeeded.

Returning officials, scorekeepers and gym supervisors were contacted in November and prospective new employees will be interviewed and orientated in December. This year, there will be an adult basketball officials clinic hosted by Bob Kudson a CHSAA Certified basketball official

**RACQUETBALL & WALLYBALL LEAGUES:** Fall Racquetball & Wallyball Leagues are underway. There are just 11 teams participating in the Wallyball league and 0 players participating in Racquetball Leagues. This is down 9 Wallyball teams from 2013. The Wallyball leagues accounted for 80 patrons using the Recreation Center in November, 2014. Participants schedule their own matches once a week, based on the schedule provided by the Recreation Division.

**DODGEBALL LEAGUES:** The Recreation Division is looking at when to offer the Dodgeball league in 2014. It is dependent on gym space and if the Adult Co-Rec. Basketball league goes. It was very successful in last year's inaugural year, so we will find a timeslot.

### **RECREATION CENTER:**

**BUILDING AUTOMATION SYSTEMS BIDS:** In November, we have had representatives from two additional building automation systems companies, Johnson Controls and Westco, in to look at the Recreation Centers building automation systems. Both companies will submit bids to fix the Recreation Centers controls problems. A total of four companies are interested in the project. The current pneumatic system is hemorrhaging money to keep running. It is full of holes causing the compressors to run constantly. We are on the fourth replacement compressor. There has been lots of labor involved and the down time causes erratic facility and pool water temperatures.

**RACQUETBALL COURT BIDS:** In November, two bids for repairs to the front wall of racquetball court #4 were considered and a bid was awarded. The entire front hitting wall has to be replaced. Water from the roof drain appears to have backed up along the west wall. The moisture seeped up and into the court, causing the particle board behind the plastic laminate to slightly implode. The roof drains have been extended 8' away from the wall with plastic PVC pipe to fix the problem.

**WORK ON RACQUETBALL COURT LIGHT COVERS:** McMurrin Electric continues to replace the plastic light covers on all four racquetball courts. Three years ago, McMurrin had upgraded the lighting in the courts and installed the plastic covers. We have discovered cracks in those covers, and they need to be replaced before anything falls. They are being replaced with Lexan, which is bullet proof. The work should be completed in early December.

**TREADMILL DOWN:** One Precor treadmill has been down about 12 days in November. The electronic circuit board was repaired and finally came back. The treadmill is up and running.

**SANTA CITY PREPARATIONS:** Santa City is scheduled at the Sterling Public Library on Tuesday, December 9<sup>th</sup>, from 4:00 - 7:00 p.m. Last year was the largest turnout ever with approximately 800 children and their parents attending. Meetings with Sandy VanDusen and the library staff have been held to ensure that both facilities staffs know who is responsible for which details of the event.

**OVERALL ADMISSIONS:** There were 1,767 total admissions to the Sterling Recreation Center in November, 2014. This is down 105 patron visits from November, 2013.

**CHILD ADMISSIONS:** There were a total of 48 Child admissions to the Recreation Center in November, 2014. This is up 1 visit from November, 2013.

**YOUTH ADMISSIONS:** There were a total of 350 Youth Admissions to the Recreation Center in November, 2014. This is up 75 visits from November, 2013.

**SENIOR ADMISSIONS:** There were a total of 320 Senior Admissions to the Recreation Center in November, 2014. This is up 31 visits from November, 2013.

**ADULT ADMISSIONS:** There were a total of 624 Adult Admissions to the Recreation Center in November, 2014. This is down 174 visits from November, 2013.

**YEARLY ADMISSIONS:** There were 355 Yearly Pass Admissions to the Recreation Center in November, 2014. This is down 35 visits from November, 2013.

**AQUA AEROBICS CLASS:** There were 67 patrons attending the morning aqua aerobics class in November, 2014. This is down 32 visits from November, 2013. Another group of individuals hold their own evening aqua aerobics from 5:00 - 6:00 p.m. on M, W, & F. These individuals teach their own class

| Description                                  | Nov.<br>2014 | Nov.<br>2013 | Nov.<br>Change | YTD<br>2014 | YTD<br>2013 | YTD<br>Change | 5 yr<br>YTD<br>Avg | 5 yr<br>YTD<br>Change |
|--|--------------|--------------|----------------|-------------|-------------|---------------|--------------------|-----------------------|
| <b>Winter</b>                                |              |              |                |             |             |               |                    |                       |
| Santa at the City                            | 0.0          | 0.0          | 0.0            | 0.0         | 0.0         | 0.0           | 0.0                | 0.0                   |
| Open Gym Participants                        | 0.0          | 13.0         | -1.0           | 89.0        | 627.0       | -0.9          | 627.0              | -0.9                  |
| Denver Nuggets Basketball Skills Challenge   | 0.0          | 0.0          | 0.0            | 0.0         | 0.0         | 0.0           | 3.4                | -1.0                  |
| Adult Basketball Teams                       | 0.0          | 0.0          | 0.0            | 75.0        | 48.0        | 0.6           | 192.4              | -0.6                  |
| Adult Basketball Participants                | 0.0          | 0.0          | 0.0            | 3120.0      | 1920.0      | 0.6           | 5536.8             | -0.4                  |
| Adult Basketball Spectators                  | 0.0          | 0.0          | 0.0            | 2400.0      | 1920.0      | 0.3           | 7636.0             | -0.7                  |
| Youth Basketball Teams                       | 0.0          | 0.0          | 0.0            | 140.0       | 138.0       | 0.0           | 703.6              | -0.8                  |
| Youth Basketball Participants                | 0.0          | 0.0          | 0.0            | 2848.0      | 3560.0      | -0.2          | 35102.4            | -0.9                  |
| Youth Basketball Spectators                  | 0.0          | 0.0          | 0.0            | 10680.0     | 12720.0     | -0.2          | 60000.0            | -0.8                  |
| Dodgeball Teams                              | 0.0          | 0.0          | 0.0            | 30.0        | 0.0         | 0.0           | 0.0                | 0.0                   |
| Dodgeball Participants                       | 0.0          | 0.0          | 0.0            | 400.0       | 0.0         | 0.0           | 0.0                | 0.0                   |
| Dodgeball Spectators                         | 0.0          | 0.0          | 0.0            | 800.0       | 0.0         | 0.0           | 0.0                | 0.0                   |
|  | 0.0          | 0.0          | 0.0            | 0.0         | 0.0         | 0.0           | 0.0                | 0.0                   |
| <b>Spring</b>                                | 0.0          | 0.0          | 0.0            | 0.0         | 0.0         | 0.0           | 0.0                | 0.0                   |
| Volleyball Teams                             | 0.0          | 0.0          | 0.0            | 81.0        | 52.0        | 0.6           | 266.6              | -0.7                  |
| Volleyball Participants                      | 0.0          | 0.0          | 0.0            | 2718.0      | 1376.0      | 1.0           | 7612.8             | -0.6                  |
| Volleyball Spectators                        | 0.0          | 0.0          | 0.0            | 2180.0      | 860.0       | 1.5           | 8555.2             | -0.7                  |
|  | 0.0          | 0.0          | 0.0            | 0.0         | 0.0         | 0.0           | 0.0                | 0.0                   |
| <b>Summer</b>                                | 0.0          | 0.0          | 0.0            | 0.0         | 0.0         | 0.0           | 0.0                | 0.0                   |
| Perry Mason Softball Tournament Teams        | 0.0          | 0.0          | 0.0            | 5.0         | 0.0         | 0.0           | 0.0                | 0.0                   |
| Perry Mason Softball Tournament Participants | 0.0          | 0.0          | 0.0            | 162.0       | 0.0         | 0.0           | 0.0                | 0.0                   |
| Perry Mason Softball Tournament Spectators   | 0.0          | 0.0          | 0.0            | 540.0       | 0.0         | 0.0           | 0.0                | 0.0                   |

|                                      |       |       |     |        |        |      |         |      |
|--------------------------------------|-------|-------|-----|--------|--------|------|---------|------|
| Adult Softball Teams                 | 0.0   | 0.0   | 0.0 | 81.0   | 54.0   | 0.5  | 321.0   | -0.7 |
| Adults Softball Participants         | 0.0   | 0.0   | 0.0 | 3024.0 | 3958.0 | -0.2 | 18129.6 | -0.8 |
| Adult Softball Spectators            | 0.0   | 0.0   | 0.0 | 3780.0 | 2910.0 | 0.3  | 21576.0 | -0.8 |
| Wildcat Softball Teams               | 0.0   | 0.0   | 0.0 | 87.0   | 60.0   | 0.5  | 336.4   | -0.7 |
| Wildcat Softball Participants        | 0.0   | 0.0   | 0.0 | 1746.0 | 1441.0 | 0.2  | 11837.4 | -0.9 |
| Wildcat Softball Spectators          | 0.0   | 0.0   | 0.0 | 6090.0 | 5640.0 | 0.1  | 34948.0 | -0.8 |
| Pet Show Participants                | 0.0   | 0.0   | 0.0 | 26.0   | 23.0   | 0.1  | 59.6    | -0.6 |
| Rockies Baseball Skills Challenge    | 0.0   | 0.0   | 0.0 | 19.0   | 16.0   | 0.2  | 476.4   | -1.0 |
| July 4th Dance Attendance            | 0.0   | 0.0   | 0.0 | 0.0    | 500.0  | -1.0 | 6400.0  | -1.0 |
| July 4th Dance Attendance            | 0.0   | 0.0   | 0.0 | 0.0    | 5000.0 | -1.0 | 11200.0 | -1.0 |
| Sand Volleyball Teams                | 0.0   | 0.0   | 0.0 | 10.0   | 0.0    | 0.0  | 0.0     | 0.0  |
| Sand Volleyball Participants         | 0.0   | 0.0   | 0.0 | 192.0  | 0.0    | 0.0  | 0.0     | 0.0  |
| Sand Volleyball Spectators           | 0.0   | 0.0   | 0.0 | 320.0  | 0.0    | 0.0  | 0.0     | 0.0  |
|                                      | 0.0   | 0.0   | 0.0 | 0.0    | 0.0    | 0.0  | 0.0     | 0.0  |
| Fall                                 | 0.0   | 0.0   | 0.0 | 0.0    | 0.0    | 0.0  | 0.0     | 0.0  |
| Adult Softball Teams                 | 0.0   | 0.0   | 0.0 | 40.0   | 26.0   | 0.5  | 103.6   | -0.6 |
| Adult Softball Participants          | 0.0   | 0.0   | 0.0 | 2224.0 | 1504.0 | 0.5  | 5018.8  | -0.6 |
| Adult Softball Spectators            | 0.0   | 0.0   | 0.0 | 2370.0 | 1410.0 | 0.7  | 5354.0  | -0.6 |
| Run, Pass, and Kick Participants     | 0.0   | 0.0   | 0.0 | 35.0   | 16.0   | 1.2  | 45.0    | -0.2 |
| Kickball Teams                       | 0.0   | 0.0   | 0.0 | 24.0   | 0.0    | 0.0  | 0.0     | 0.0  |
| Kickball Participants                | 0.0   | 0.0   | 0.0 | 896.0  | 0.0    | 0.0  | 0.0     | 0.0  |
| Kickball Spectators                  | 0.0   | 0.0   | 0.0 | 640.0  | 0.0    | 0.0  | 0.0     | 0.0  |
| NJC Softball Tournament Teams        | 0.0   | 0.0   | 0.0 | 7.0    | 0.0    | 0.0  | 0.0     | 0.0  |
| NJC Softball Tournament Participants | 0.0   | 0.0   | 0.0 | 480.0  | 0.0    | 0.0  | 0.0     | 0.0  |
| NJC Softball Tournament Spectators   | 0.0   | 0.0   | 0.0 | 300.0  | 0.0    | 0.0  | 0.0     | 0.0  |
| Adult Volleyball Teams               | 21.0  | 13.0  | 0.6 | 63.0   | 39.0   | 0.6  | 180.4   | -0.7 |
| Adult Volleyball Participants        | 240.0 | 144.0 | 0.7 | 1296.0 | 624.0  | 1.1  | 3113.6  | -0.6 |
| Adult Volleyball Spectators          | 240.0 | 120.0 | 1.0 | 1296.0 | 570.0  | 1.3  | 4056.0  | -0.7 |
| Youth Volleyball Teams               | 0.0   | 0.0   | 0.0 | 68.0   | 96.0   | -0.3 | 400.0   | -0.8 |
| Youth Volleyball Spectators          | 0.0   | 0.0   | 0.0 | 1378.0 | 857.0  | 0.6  | 11373.8 | -0.9 |
| Youth Volleyball Teams               | 0.0   | 0.0   | 0.0 | 5280.0 | 7020.0 | -0.2 | 34128.0 | -0.8 |
| Trick or Treat Street Participants   | 0.0   | 0.0   | 0.0 | 3000.0 | 3000.0 | 0.0  | 39640.0 | -0.9 |
| Open Gym Participants                | 0.0   | 0.0   | 0.0 | 0.0    | 0.0    | 0.0  | 0.0     | 0.0  |

**LIBRARY:**

The patron count for Sterling Public Library from November 1 through November 30, 2013 was 3460.

The library had 6 Community Servants for a total of 58 hours of community service. Ten volunteers worked 42 hours. Total volunteer hours for the month of November were 100.



|                          |       |       |      |        |        |      |        |      |
|--------------------------|-------|-------|------|--------|--------|------|--------|------|
| Summer Reading Program   |       |       |      | 590    | 580    | 2%   | 645    | -8%  |
| Reference Questions      | 338   | 467   | -28% | 5,066  | 6,476  | -22% | 8,460  | -40% |
| Books Placed on Hold     | 232   | 291   | -20% | 3,523  | 3,889  | -9%  | 4,924  | -28% |
|                          |       |       |      |        |        |      |        |      |
| Inter-Library Loans      |       |       |      |        |        |      |        |      |
| Borrowed requests        | 105   | 147   | -29% | 1,937  | 2,337  | -17% | 2,324  | -17% |
| Loaned requests          | 92    | 167   | -45% | 1,743  | 1,915  | -9%  | 2,267  | -23% |
| Total                    | 197   | 314   | -37% | 3,680  | 4,252  | -13% | 4,590  | -20% |
|                          |       |       |      |        |        |      |        |      |
| Library Meeting Room Use | 30    | 35    | -14% | 298    | 372    | -20% | 212    | 41%  |
| Patrons Using Facility   | 3,460 | 3,523 | -2%  | 44,287 | 49,085 | -10% | 49,889 | -11% |
| Hours Tutoring           | 92    | 130   | -29% | 1,309  | 1,475  | -11% | 1,470  | -11% |
|                          |       |       |      |        |        |      |        |      |
| Internet use             | 1,117 | 1,437 | -22% | 17,134 | 21,387 | -20% | 20,915 | -18% |

#### **OVERLAND TRAIL MUSEUM:**

The Museum had 562 visitors during the month of November representing 16 states. Attendance during the month of November is typically very low. Attendance numbers for this November are almost double what the typical November attendance has been in the past five years.

Two special events took place at the museum this month. Family Fun Saturday took place on November 1 with about 77 parents and children in attendance. Kids made a variety of Thanksgiving themed crafts and the museum also began the "peek-a-boo" turkey game that was ongoing throughout the month.

Hanging of the Greens took place on November 15 with about 50 people in attendance. Unfortunately the extreme cold weather and snow kept numbers low for this event. The Flatlanders Car Club that decorates the Conoco Filling Station, donated the money for the chili and cinnamon rolls for this event.

The Museum had four facility rentals during the month of November: two private parties, one wedding shower and one wedding. Greg Etl hosted a dinner for DOLA representatives from around the state. All museum buildings remained open for this after-hours event at the request of Greg Etl. Attendees were very complimentary about the museum and seemed to enjoy learning some history of Logan County.

Fire Chief, Kurt Vogel, brought members of the Sterling Fire Department out to the museum to have pictures taken in the old fire truck inside the Karg Barn.

Perry promoted the upcoming Christmas activities on both KPMX and KSTC. Museum staff had an all staff decorating day on Monday, November 24 and has continued the decorating throughout the month. Preparations continued throughout the month for the upcoming December programs which will begin with "A Child's Christmas on the Prairie" on Saturday, December 6 and will continue with the Open House nights on December 16, 18 & 23.

## Museum Projects

### MUSEUM FLOOD RESTORATION

### Ongoing

Christmas decorating In Progress  
 Oral History project In Progress  
 Collections storage cleaning In progress  
 Accessioning artifacts Ongoing project  
 Archiving obits & anniversaries Ongoing project  
 Cleaning buildings & artifacts Ongoing  
 Tannery In progress  
 Archive room In progress

Research Room Plans progressing  
 Reorganization of photo archives In progress  
 Concrete work (gutters & sidewalks) **On hold** } Waiting on bids  
 Landscaping/sprinklers (flood restoration) **On hold** } Waiting on bids

| DESCRIPTION                        | Nov 2014 | Nov 2013 | Nov Change | YTD 2014 | YTD 2013 | YTD Change | 5 yr YTD Avg | 5 yr YTD Change |
|------------------------------------|----------|----------|------------|----------|----------|------------|--------------|-----------------|
| Numbers of Donors                  | 2        |          |            |          | 24       | -100%      | 33           | -100%           |
| Number of items donated            | 4        |          |            |          | 39       | -100%      | 112          | -100%           |
| Number of School Visits            |          |          |            |          | 21       | -100%      | 20           | -100%           |
| Number of Students                 |          |          |            |          | 1,213    | -100%      | 854          | -100%           |
| Prairie School Students            |          |          |            |          | 59       | -100%      | 70           | -100%           |
| Prairie School Teachers            |          |          |            |          | 10       | -100%      | 10           | -100%           |
| Number of Special Events           | 2        | 2        |            |          | 15       | -100%      | 16           | -100%           |
| Total Attendance of Special Events | 127      | 125      | 2%         |          | 4,430    | -100%      | 3,807        | -100%           |
| Number of facility rentals         | 4        |          |            |          | 34       | -100%      | 14           | -100%           |
| Number of Tour Buses               |          |          |            |          | 4        | -100%      | 3            | -100%           |
| Tour Bus Visitors                  |          |          |            |          | 87       | -100%      | 63           | -100%           |
| States represented                 | 16       |          |            |          | 189      | -100%      | 224          | -100%           |
| Foreign Countries Represented      |          |          |            |          | 18       | -100%      | 24           | -100%           |
| Total of All Visitors              | 562      | 125      | 350%       |          | 11,102   | -100%      | 9,983        | -100%           |
| Volunteer Hours                    | 11       | 16       | -31%       |          | 410      | -100%      | 589          | -100%           |
| Square Foot, Bldg. Maintained      | 29,766   | 29,766   |            |          | 29,766   | -100%      | 238,894      | -100%           |