

STERLING

A Colorado Treasure

MONTHLY REPORTS

October 2012

CITY MANAGER

OCTOBER 2012 MONTHLY REPORT

City Manager:

City Manager Kiolbasa attended and met with the following:

- Attended CML District meeting;
- Attended Master Plan Kick-Off meeting;
- Attended Northeast Managers meeting;
- Met with Airport Consultant;
- Met with Northeast Colorado Cross Disability Coalition;
- Attended meeting of water users of the South Platte;
- Conference call regarding sales tax with outside legal counsel;
- Meeting with Water Engineers and attorneys regarding water rights planning and projects; and
- Meeting with consultant regarding security in City Hall.

Executive Secretary:

The Executive Secretary continues to do the packets for Council. Connie prepared one proclamation for the Mayor's signature.

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

The Executive Secretary 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.

Connie prepared for and attended the Sterling Urban Renewal Authority meeting on October 9, 2012.

Emergency Management Coordinator (EMC):

MEETINGS ATTENDED

Northeast Colorado Emergency Managers Group (NCEM)

The October NCEM meeting was held in Yuma, CO.

Agenda items were:

- The 2013 Emergency Manager Grant Program paperwork and deadlines.
- State resource mobilization plans.
- Updating WebEOC resource lists for 2013.
- A presentation from the State Veterinarians office on anthrax.
- A presentation from the new State Office of Fire Prevention and contact information.

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

The Logan County ESF-8 group met in October.

Agenda items were:

- 2013 training and exercises.
- Mass casualty exercises.

- Mass casualty emergency communications.
- E.M. Systems training needs.

City Building Security Project

The Sterling Building Security Committee met with the building security vendor. The committee discussed strategy for moving forward, projected cost estimates, employee training and timelines for the project. After the meeting, EMC Owens accompanied the vendor on a building assessment walk through to identify strengths and weaknesses. A final report will be turned in by the vendor in mid-November.

Logan County Healthcare Coalition

Bob attended a meeting at the Northeast Colorado Health Department on the development of the Logan County Health Care Coalition. Agencies attending were the CDPHE, NCHD and the Sterling Regional MedCenter. They discussed the required deliverables and timelines and who should be included in the coalition. The Coalition will be run under the Logan County ESF-8 Group. The EMC will work on the evacuation and sheltering of functional needs populations.

Logan County Local Emergency Planning Committee (LEPC)

The Logan County LEPC met in October. Bob is the Chairman of the committee.

Agenda items were:

- The LEPC roster and contact information update.
- Commodity flow studies in Sterling to identify what hazmat is going through town.
- The 2012 SARA Title III – Tier II reports.
- Distribution of the 2012 Emergency Response Guidebooks to responding agencies.
- The proposed formation of a regional HazMat response team.

Consolidated Communication Network of Colorado (CCNC)

EMC Owens was appointed to the State CCNC Steering Committee. The CCNC oversees the operations and equipment of the States digital trunking 800MHz public safety radio system. The CCNC meets monthly in Centennial, CO.

Agenda items discussed were:

- Review and approval of new talk groups.
- State agency reports on system usage. There are currently 85,256 radio users on the system.
- Elections of new officers and committees.
- Report on the future planning for system funding.

Logan County Commissioners Communications Meeting

The EMC met with the Logan County BOCC to discuss county radio communications needs. Also attending were the State Office of Information Technology, Larimer County Communication and the SECC.

They discussed the needs of the County Road & Bridge Department. It was determined that the County would continue using VHF radios and have two 800MHZ radios for interoperability during emergencies.

Bob met a second time with the Logan BOCC and City Manger about VHF radio towers and site equipment. They identified what equipment was there, if it was needed and if there should be cost sharing for the maintenance.

TRAINING AND RESPONSES

EMC Owens attended an eight-hour training on radiological and nuclear awareness. The class ended with hands on use of radiological meters and a tabletop exercise. Eleven responders from Sterling Fire and Sterling Police Department were trained. Sterling Fire will be receiving two new detection meters from an OEM grant.

Bob assisted the State OEM in training 26 Sterling Correctional Facility officers in the use of the WebEOC system. This system is used for emergencies and disasters to request resources and to update situational awareness. He was requested by the State OEM to respond to a large grass fire on a red flag day in Phillips County. The EMC assisted with situational reports to the State and resource requests.

OTHER OEM ACTIVITIES

EMC Owens worked with the ABATE of Colorado on developing a motorcycle training schedule for the summer of 2013. The training program is funded by the Logan County EMS Council through an injury prevention grant. In 2012, the program trained 24 riders in the basic riders' course.

Bob distributed 92 DOT HazMat Emergency Response Guidebooks to all Logan County Responders. He gave a presentation to the Sterling City Council on the OEM projects upcoming in 2013.

Sterling Emergency Communications Center:

- Communications Center handled 2,125 calls for service during the month of October 2012, a three percent decrease from the 2,192 calls received in October 2011.
- Sterling Police Department handled 948 calls for service in October 2012, a decrease of five percent compared to 997 calls for service received in October 2011.
- Logan County Sheriff's Office received 949 calls for service in October 2012, a four percent decrease compared to 985 calls for service received in October 2011.
- Crook Fire Department received six calls for service in October 2012, compared to six calls for service in October 2011.
- Fleming Fire received seven calls for service in October 2012, compared to four calls for service in October 2011.
- Merino Fire handled 11 calls for service in October 2012 compared to 14 calls for service in October 2011.
- Peetz Fire handled seven calls for service in October 2012, compared to six calls for service in October 2011.
- Sterling Fire handled 214 calls for service in October 2012, an increase of 26 percent compared to 170 calls for service October 2011.

DESCRIPTION	Oct 2012	Oct 2011	Oct Change	YTD 2012	YTD 2011	YTD Change
ACTIVITIES						
CALLS for SERVICE						
STERLING DISPATCH	2,125	2,192	-3%	20,938	19,695	6%
CITY OF STERLING	948	997	-5%	10,470	9,711	8%
LOGAN COUNTY	949	985	-4%	8,550	7,870	9%
STERLING FIRE 07530	214	170	26%	1,787	1,311	36%
CROOK FIRE 07505	6	6		93	73	
FLEMING FIRE 07515	7	4		70	60	
MERINO FIRE 07522	11	14		120	89	
PEETZ FIRE 07525	7	6		65	42	

Information Technology Specialist (ITS):

Daily backup of all servers, Finance & Police Systems and routine user and file security maintenance continues.

ITS Anderson changed voicemail settings to expire in 30 days to keep the mailboxes cleaned up. Finally found a fix for officers unable to view video files. Mary Ann assisted with the program fix on the Police AS400.

The ITS answered calls to various computer, printer and phone problems in several departments. She is making some changes to the Fire WIFI setup. The City had a UPS go out at City Hall causing a network issue overnight.

Virtual Private Network access was set up for the HVAC and SCADA at the WTP.

Mary Ann attended a SWellness meeting, made flyers and arrangements for the next SWellness events. She helped with setup and worked at the City Health Fair.

CITY ATTORNEY

OCTOBER 2012 MONTHLY REPORT

MEETINGS:

The City Attorney attends City Council meetings and work sessions, Staff meetings, Planning Commission meetings, and various other meetings as needed, including meetings with department directors and other personnel. The City Attorney also attends miscellaneous meetings with the City Manager and individuals. The City Attorney attended a conference call with the City Manager, staff from Finance, and outside counsel regarding the Sterling tax code. The City Attorney also met with the Fire Chief regarding a grant matter. The Deputy City Attorneys attend meetings as required for their respective positions.

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

DOCUMENT PREPARATION:

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

Prepared the following Resolutions:

Resolution No. 10-1-12, Series of 2012 – A Resolution before the City of Sterling, Logan County, Colorado, approving a Right of First Refusal Agreement pertaining to real estate owned by the City of Sterling and commonly referred to as the Buffalo Hills Marketplace.

Prepared the following Ordinances:

None.

Other Documents:

None.

MUNICIPAL COURT:

The Deputy City Attorney prosecuted one charge and the Defendant was found guilty. Nine Defendants changed their plea to guilty prior to trial; nine charges were dismissed, with no objections from the officer, including charges for which there was insufficient evidence and several sales tax cases that were satisfied before trial. Six defendants entered into a Stipulation for Deferred Judgment. This office prepares Court documents, including miscellaneous pleadings such as guilty pleas and stipulations, various subpoenas, memos to the Police Department and Humane Society regarding trials, trial schedules, motions, jury instructions when needed, and correspondence and discovery letters. Court files are copied and Police Department, Humane Society, and attorney files are prepared for trial.

LIQUOR LICENSING:

This office processed two liquor license renewal applications, one application for transfer of liquor license, and one application for special events permit.

MISCELLANEOUS:

This office followed up with a telephone call regarding a demand for reimbursement for damage to City property.

The paralegal assisted the Finance Department while staff was on a conference call regarding the tax code.

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

FINANCE DEPARTMENT
OCTOBER 2012 MONTHLY REPORT

The Finance Department assisted 2,579 customers during the month of October 2012. This compares to 3,188 customers in October 2011. This number does not include the contacts made by the Director of Finance. There were on average 138 customer contacts per day for October 2012. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in October 2012 in comparison to October 2011.

The General Fund revenues for the month of October 2012 amounted to \$880,807.99. The revenue for the month ended October 2011 in the General Fund amounted to \$998,854.45. Expenditures for the General fund for the month ending October 31, 2012 amounted to \$1,564,711.59 and for the same period in 2011 the expenditures were \$907,364.13.

Cash in all City funds totaled \$2,388,642.82 on October 31, 2012 and for October 31, 2011 on hand was \$1,853,948.48. On October 31, 2012 the City of Sterling had outstanding a total of \$12,059,808.29 in investments, this amount is for all funds. This breaks down to \$205,939.02 in Certificates of Deposit, \$11,753,439.86 ColoTrust Plus and \$100,429.41 in Money Market.

There were \$2,338,721.79 worth of checks issued in October 2012 for all funds; this compares to \$2,680,320.36 for the same period in 2011. There were 6469.6 gallons of gasoline and diesel used in the month of October 2012 for all City operations. This compares to 5494.7 gallons gasoline and diesel used in October 2011.

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

Investment Breakdown

2012

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

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	10/31/12
General Fund:				
Colostrust Plus	\$2,795,371.19	\$1,075,000.00	\$525,541.06	\$2,245,912.25
Colostrust Plus - Seizure Money	\$26,621.93	\$0.00	\$5.72	\$26,627.65
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$2,821,993.12	\$1,075,000.00	\$525,546.78	\$2,272,539.90
Hotel Tax Fund:				
Colostrust Plus	\$67,567.83	\$0.00	\$20,016.44	\$87,584.27
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$67,567.83	\$0.00	\$20,016.44	\$87,584.27
Water Fund:				
Colostrust Plus	\$1,926,974.90	\$1,280,000.00	\$720,420.87	\$1,367,395.77
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$1,926,974.90	\$1,280,000.00	\$720,420.87	\$1,367,395.77
Sanitation Fund:				
Colostrust Plus	\$542,636.79	\$15,000.00	\$25,118.93	\$552,755.72
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$542,636.79	\$15,000.00	\$25,118.93	\$552,755.72
Sewer Fund:				
Colostrust Plus	\$3,469,775.66	\$0.00	\$65,749.21	\$3,535,524.87
Certificates of Deposit	\$205,858.86	\$0.00	\$80.16	\$205,939.02
Money Market	\$100,429.41	\$0.00	\$4.26	\$100,433.67
TOTALS	\$3,776,063.93	\$0.00	\$65,833.63	\$3,841,897.56
Perpetual Care Fund:				
Colostrust Plus	\$160,921.71	\$0.00	\$5,034.78	\$165,956.49
TOTALS	\$160,921.71	\$0.00	\$5,034.78	\$165,956.49

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	10/31/12
Library Improvement Fund:				
Colotrust Plus	\$27,881.50	\$0.00	\$5.99	\$27,887.49
TOTALS	\$27,881.50	\$0.00	\$5.99	\$27,887.49
Conservation Trust Fund:				
Colotrust Plus	\$217,073.25	\$9,401.00	\$45.94	\$207,718.19
TOTALS	\$217,073.25	\$9,401.00	\$45.94	\$207,718.19
Karl Falch Library Trust Fund:				
Colotrust Plus	\$31,076.63	\$0.00	\$6.66	\$31,083.29
TOTALS	\$31,076.63	\$0.00	\$6.66	\$31,083.29
Employee Self-Insurance Fund:				
Colotrust Plus	\$574,422.82	\$0.00	\$123.02	\$574,545.84
TOTALS	\$574,422.82	\$0.00	\$123.02	\$574,545.84
Service Center Fund:				
Colotrust Plus	\$432,776.49	\$30,000.00	\$45,097.93	\$447,874.42
TOTALS	\$432,776.49	\$30,000.00	\$45,097.93	\$447,874.42
Risk Management Fund:				
Colotrust Plus	\$813,587.87	\$110,000.00	\$105,183.31	\$808,771.18
TOTALS	\$813,587.87	\$110,000.00	\$105,183.31	\$808,771.18
Capital Equipment Fund:				
Colotrust Plus	\$855,124.23	\$0.00	\$40,189.14	\$895,313.37
TOTALS	\$855,124.23	\$0.00	\$40,189.14	\$895,313.37
Capital Improvement Fund:				
Colotrust Plus	\$778,322.40	\$0.00	\$166.66	\$778,489.06
Colotrust Plus - Museum Exhibits	\$0.00	\$0.00	\$0.00	\$0.00
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$778,322.40	\$0.00	\$166.66	\$778,489.06

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	10/31/12
Grand Totals All Funds:				
Colotrust Plus	\$12,720,135.20	\$2,519,401.00	\$1,552,705.66	\$11,753,439.86
Certificates of Deposit	\$205,858.86	\$0.00	\$80.16	\$205,939.02
Money Market	\$100,429.41	\$0.00	\$4.26	\$100,433.67
Grand Total	\$13,026,423.47	\$2,519,401.00	\$1,552,790.08	\$12,059,812.55

GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

10/31/2012

BALANCE SHEET

ASSETS:

Cash	\$142,730.57
Flex Cash Account	\$19,200.47
Petty Cash	\$830.00
Cash with County Treasurer	\$19,803.16
Accounts Receivable	\$187,340.10
Taxes Receivable	\$46,326.91
Sales Tax Receivable	\$661,556.92
Property Tax Receivable	\$1,009,612.00
Investments	\$2,245,912.25
Investment - Federal Seizure	\$26,627.65
Prepaid Fuel	\$46,201.21
Prepaid Fuel - Airport	\$34,214.40
Payroll Clearing Account	\$349.36
Postage Clearing Account	\$4,216.30
Prepaid Prisoner Housing	\$50,514.00
Sales Tax Clearing	-\$4.64

TOTAL ASSETS

\$4,495,430.66

LIABILITIES:

Ded/Ben Clearing Account	\$12,492.94
Accounts Payable	\$119,053.64
Accounts Payable - Logan County	\$879.12
Accrued Salaries	\$177,116.77
Court Bonds	\$2,225.00
Jury Deposit	\$754.00
Restitution Clearing Account	\$2,678.76
Seizures	\$600.00
Deferred Revenue	\$1,009,612.00
Deferred Revenue - Other	\$6,612.74

TOTAL LIABILITIES

\$1,332,024.97

FUND BALANCE:

Reserve for Museum (Bernice Sanders)	\$28,230.89
Reserve for Museum (Exhibits)	\$42,505.32
Designated for Arts	\$60,000.00
Unreserved Fund Balance	\$2,678,578.41
Excess Revenue over Expenditures	\$354,091.07

TOTAL FUND BALANCE

\$3,163,405.69

**TOTAL LIABILITIES
& FUND BALANCE**

\$4,495,430.66

GENERAL FUND

10/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Real & Personal Prop. Tax	\$1,010,091.00	\$8,964.92	\$1,005,803.54	\$4,287.46
Road & Bridge Fund Taxes	\$80,000.00	\$0.00	\$81,935.13	-\$1,935.13
Auto Ownership Taxes	\$100,500.00	\$7,961.53	\$90,794.31	\$9,705.69
Sales Tax	\$6,369,500.00	\$536,577.19	\$5,420,771.05	\$948,728.95
Vehicle Use Tax	\$190,000.00	\$29,137.70	\$217,379.35	-\$27,379.35
Building Material Use Tax	\$50,000.00	\$2,930.72	\$113,119.40	-\$63,119.40
Employment Occupation Tax	\$15,300.00	\$250.00	\$15,650.00	-\$350.00
TOTAL TAXES	\$7,815,391.00	\$585,822.06	\$6,945,452.78	\$869,938.22
Franchise Taxes	\$706,000.00	\$38,284.07	\$544,407.67	\$161,592.33
Licenses & Permits	\$140,250.00	\$18,724.03	\$230,877.81	-\$90,627.81
Intergovernmental Revenue	\$3,444,638.00	\$93,347.80	\$1,377,832.34	\$2,066,805.66
Charges for Service	\$269,005.00	\$12,017.97	\$233,573.85	\$35,431.15
Fines & Forfeits	\$145,300.00	\$7,843.78	\$108,287.75	\$37,012.25
Miscellaneous Revenue	\$478,064.00	\$82,127.28	\$430,795.29	\$47,268.71
Transfer from Other Funds	\$513,989.00	\$42,641.00	\$476,338.94	\$37,650.06
TOTAL OTHER REVENUES	\$5,697,246.00	\$294,985.93	\$3,402,113.65	\$2,295,132.35
GRAND TOTAL REVENUES	\$13,512,637.00	\$880,807.99	\$10,347,566.43	\$3,165,070.57

GENERAL FUND

10/31/2012

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
<u>GENERAL GOVERNMENT:</u>				
Council	\$85,473.00	\$2,945.69	\$54,034.84	\$31,438.16
City Manager	\$351,042.00	\$29,115.73	\$286,460.86	\$64,581.14
City Attorney	\$207,566.00	\$17,596.15	\$167,430.37	\$40,135.63
Municipal Court	\$102,233.00	\$7,461.08	\$77,418.89	\$24,814.11
Finance	\$433,869.00	\$33,149.62	\$361,322.72	\$72,546.28
City Hall & Non-Departmental	\$1,347,033.00	\$124,706.39	\$1,145,469.65	\$201,563.35
Personnel	\$233,579.00	\$16,562.02	\$174,991.84	\$58,587.16
TOTAL GENERAL GOVERNMENT	\$2,760,795.00	\$231,536.68	\$2,267,129.17	\$493,665.83
<u>PUBLIC SAFETY:</u>				
Police	\$1,829,361.00	\$136,963.93	\$1,326,110.52	\$503,250.48
Dispatch Center	\$553,312.00	\$38,096.29	\$418,963.34	\$134,348.66
Youth Services	\$107,849.00	\$8,686.21	\$88,695.86	\$19,153.14

Fire	\$1,508,489.00	\$112,691.77	\$1,225,495.75	\$282,993.25
Ambulance Service	\$694,320.00	\$41,069.06	\$437,475.41	\$256,844.59
TOTAL PUBLIC SAFETY	\$4,693,331.00	\$337,507.26	\$3,496,740.88	\$1,196,590.12

PUBLIC WORKS:

Street	\$2,231,557.00	\$708,223.00	\$1,433,349.26	\$798,207.74
Engineering & Operations	\$529,326.00	\$26,085.70	\$354,378.60	\$174,947.40
Airport	\$2,036,062.00	\$37,574.61	\$414,995.81	\$1,621,066.19
TOTAL PUBLIC WORKS	\$4,796,945.00	\$771,883.31	\$2,202,723.67	\$2,594,221.33

CULTURE & RECREATION:

Riverside Cemetery	\$227,900.00	\$24,261.15	\$165,049.42	\$62,850.58
Museum	\$134,167.00	\$8,735.32	\$89,063.34	\$45,103.66
Parks	\$524,064.00	\$52,031.88	\$413,297.94	\$110,766.06
Recreation Center	\$514,403.00	\$29,885.13	\$416,223.77	\$98,179.23
Forestry	\$157,488.00	\$29,568.86	\$134,239.95	\$23,248.05
Rec. Administration	\$410,735.00	\$31,432.05	\$330,052.76	\$80,682.24
Softball	\$40,359.00	\$2,273.84	\$32,963.15	\$7,395.85
Youth Softball	\$11,070.00	\$57.00	\$11,097.16	-\$27.16
Basketball	\$8,216.00	\$96.98	\$8,225.09	-\$9.09
Volleyball	\$6,859.00	\$747.05	\$3,937.25	\$2,921.75
Tolla Brown Skate Park	\$12,000.00	\$724.31	\$6,247.56	\$5,752.44
Special Events	\$22,950.00	\$799.15	\$14,072.28	\$8,877.72
Tennis	\$18,500.00	\$1,779.74	\$14,319.55	\$4,180.45
Youth Basketball	\$24,758.00	\$817.00	\$16,118.48	\$8,639.52
Youth Volleyball	\$10,714.00	\$2,881.34	\$8,047.68	\$2,666.32
Baseball	\$27,440.00	\$4,023.32	\$12,594.78	\$14,845.22
Library	\$462,218.00	\$33,670.22	\$351,331.48	\$110,886.52
TOTAL CULTURE & RECREATION	\$2,613,841.00	\$223,784.34	\$2,026,881.64	\$586,959.36

GRAND TOTAL EXPENDITURES	\$14,864,912.00	\$1,564,711.59	\$9,993,475.36	\$4,871,436.64
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HOTEL TAX FUND

10/31/2012

<u>REVENUES</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Hotel Tax	\$102,300.00	\$12,128.96	\$91,570.44	\$10,729.56
Investment Earnings	\$100.00	\$16.44	\$63.27	\$36.73
Penalty & Interest	\$0.00	\$0.00	\$1,438.71	-\$1,438.71
TOTAL HOTEL TAX FUND REVENUE	\$102,400.00	\$12,145.40	\$93,072.42	\$9,327.58

BALANCE SHEET

10/31/2012

ASSETS:

Cash	\$12,922.03
Investments	\$87,584.27

TOTAL ASSETS	\$100,506.30
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LIABILITIES:

Accounts Payable	\$7,433.88
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TOTAL LIABILITIES	\$7,433.88
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FUND BALANCE:

Retained Earnings	\$0.00
Excess Revenue over Expenditures	\$93,072.42

TOTAL FUND BALANCE	\$93,072.42
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TOTAL LIABILITIES AND FUND BALANCE	\$100,506.30
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WATER FUND

10/31/2012

BALANCE SHEET**ASSETS:**

Cash	\$268,640.53
Cash with Fiscal Agent	\$12,336,044.82
Accounts Receivable	\$1,281.55
Accounts Receivable - Utility Billing	\$481,556.00
Supply Inventory	\$157,475.74
Investments	\$1,367,395.77
Fixed Assets (Net)	\$19,664,796.45

TOTAL ASSETS	\$34,277,190.86
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LIABILITIES:

Accounts Payable	\$772,858.02
Unpaid Compensated Absences	\$6,926.00
Accrued Salaries	\$4,485.90
Accounts Payable Assess Fee	\$6,322.12
Loan Payable CWRPDA	\$28,558,845.11
Loan Payable Premium	\$734,948.06
Due to Sewer Fund	\$310,967.00
Lease Interest Payable	\$218,483.05

TOTAL LIABILITIES	\$30,613,835.26
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FUND BALANCE:

Reserve for Painting	\$510,000.00
Reserve for Capital Replacement	\$3,055,775.00
Retained Earnings	\$6,651,843.51
Excess Revenue over Expenditures	-\$6,554,262.91

TOTAL FUND BALANCE	\$3,663,355.60
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**TOTAL LIABILITIES
AND FUND BALANCE**

\$34,277,190.86

WATER FUND

10/31/2012

<u>REVENUES</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Water Revenue-Inside Residential	\$3,309,073.00	\$271,980.78	\$2,998,968.29	\$310,104.71
Water Revenue-Outside Residential	\$308,794.00	\$20,692.12	\$278,983.87	\$29,810.13
Water Revenue-Inside Commercial	\$1,082,446.00	\$90,119.75	\$919,506.15	\$162,939.85
Water Revenue-Outside Commercial	\$7,915.00	\$554.53	\$6,435.70	\$1,479.30
Water Revenue-Inside Industrial	\$580,320.00	\$29,210.84	\$412,595.36	\$167,724.64
Misc. Water Sales	\$5,000.00	\$476.53	\$8,221.61	-\$3,221.61
Surcharge	\$38,000.00	\$2,667.46	\$35,378.07	\$2,621.93
Service Charges	\$48,000.00	\$3,291.72	\$34,226.40	\$13,773.60
Tapping Charges	\$5,000.00	\$0.00	\$495.00	\$4,505.00
Water Div. Services	\$4,000.00	\$621.27	\$5,717.35	-\$1,717.35
Penalties	\$30,000.00	\$7,389.33	\$41,827.18	-\$11,827.18
Investment Earnings	\$500.00	\$420.87	\$2,002.38	-\$1,502.38
Miscellaneous	\$250.00	\$0.23	\$5,834.03	-\$5,584.03
Rents from land	\$50,000.00	\$0.00	\$23,846.01	\$26,153.99
Rights	\$0.00	\$0.00	\$0.00	\$0.00
Water Credits	\$0.00	\$0.00	\$0.00	\$0.00
Plant Investment Fees	\$10,000.00	\$0.00	\$15,000.00	-\$5,000.00
Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
Sale of Assets	\$0.00	\$1,401.75	\$1,401.75	-\$1,401.75
Other Refunds of Expenditures	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$5,479,298.00	\$428,827.18	\$4,790,439.15	\$688,858.85

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
<u>WATER LINES:</u>				
Personnel	\$196,742.00	\$15,287.20	\$169,979.82	\$26,762.18
Maintenance & Operation	\$1,656,483.00	\$180,752.18	\$1,401,188.79	\$255,294.21
Capital Outlay	\$11,675,053.00	\$895,507.46	\$9,011,067.59	\$2,663,985.41
Transfer to General Fund	\$222,414.00	\$18,534.00	\$185,340.00	\$37,074.00
TOTAL EXPENDITURES	\$13,750,692.00	\$1,110,080.84	\$10,767,576.20	\$2,983,115.80
Debt Service	\$533,374.00	\$0.00	\$533,373.92	\$0.08
TOTAL WATER FUND W/DEBT	\$14,284,066.00	\$1,110,080.84	\$11,300,950.12	\$2,983,115.88

WATER PLANT:

Personnel	\$31,025.00	\$270.00	\$270.00	\$30,755.00
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Maintenance & Operation	\$167,000.00	\$44,793.88	\$43,481.94	\$123,518.06
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$198,025.00	\$45,063.88	\$43,751.94	\$154,273.06
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL WATER FUND W/DEBT	\$198,025.00	\$45,063.88	\$43,751.94	\$154,273.06
 TOTAL EXPENDITURES	 \$14,482,091.00	 \$1,155,144.72	 \$11,344,702.06	 \$3,137,388.94

SANITATION FUND

10/31/2012

BALANCE SHEET

ASSETS:

Cash	\$231,808.32
Accounts Receivable	\$507.07
Accounts Receivable - Utility Billing	\$45,973.28
Supply Inventory	\$17,065.00
Investments	\$552,755.72
Fixed Assets (Net)	\$232,599.52

TOTAL ASSETS

\$1,080,708.91

LIABILITIES:

Accounts Payable	\$219.90
Unpaid Compensated Absences	\$7,279.20
Accrued Salaries	\$4,188.01

TOTAL LIABILITIES

\$11,687.11

FUND BALANCE:

Reserve for Equipment	\$28,389.00
Reserve for Capital Replacement	\$843,835.00
Retained Earnings	\$237,003.91
Excess Revenue over Expenditures	-\$40,206.11

TOTAL FUND BALANCE

\$1,069,021.80

TOTAL LIABILITIES AND FUND BALANCE

\$1,080,708.91

SANITATION FUND

10/31/2012

REVENUES:	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sanitation Revenue-Inside	\$450,000.00	\$37,897.20	\$376,541.57	\$73,458.43
Rubbish Collection Fees	\$1,500.00	\$31.50	\$1,386.00	\$114.00
Sanitation Services	\$0.00	\$0.00	\$59.75	-\$59.75
Penalties	\$5,500.00	\$568.97	\$4,452.63	\$1,047.37
Investment Earnings	\$500.00	\$118.93	\$1,047.86	-\$547.86

Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$457,500.00	\$38,616.60	\$383,487.81	\$74,012.19

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$155,584.00	\$14,431.13	\$132,069.48	\$23,514.52
Maintenance & Operation	\$279,809.00	\$33,191.47	\$239,734.44	\$40,074.56
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to General Fund	\$62,273.00	\$5,189.00	\$51,890.00	\$10,383.00
TOTAL EXPENDITURES	\$497,666.00	\$52,811.60	\$423,693.92	\$73,972.08

SEWER FUND

10/31/2012

BALANCE SHEET

ASSETS:

Cash	\$238,833.13
Accounts Receivable	\$2,269.14
Accounts Receivable - Industrial	\$20,440.73
Accounts Receivable - Utility Billing	\$145,782.82
Due From Water Fund	\$310,967.00
Supply Inventory	\$73,304.24
Investments	\$3,841,897.56
Fixed Assets (Net)	\$10,610,301.83

TOTAL ASSETS

\$15,243,796.45

LIABILITIES:

Accounts Payable	\$4,273.87
Unpaid Compensated Absences	\$10,302.27
Accrued Salaries	\$9,327.38
Loan Payable CWRPDA	\$818,901.90
Interest Payable	\$12,198.51

TOTAL LIABILITIES

\$855,003.93

FUND BALANCE:

Reserve for Capital Projects	\$111,784.00
Reserve for Trunk Line Replacement	\$169,931.45
Reserve for Lagoons	\$301,671.26
Reserve for Capital Replacement	\$8,722,915.00
Retained Earnings	\$5,412,124.61
Excess Revenue over Expenditures	-\$329,633.80

TOTAL FUND BALANCE

\$14,388,792.52

**TOTAL LIABILITIES
AND FUND BALANCE**

\$15,243,796.45

SEWER FUND

10/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sewer Revenue-Inside Residential	\$971,112.00	\$81,657.31	\$813,429.62	\$157,682.38
Sewer Revenue-Outside Residential	\$99,952.00	\$8,505.03	\$85,750.47	\$14,201.53
Sewer Revenue-Inside Commercial	\$321,438.00	\$30,321.71	\$300,929.64	\$20,508.36
Sewer Revenue-Outside Commercial	\$2,868.00	\$262.63	\$2,757.11	\$110.89
Sewer Revenue-Inside Industrial	\$311,909.00	\$21,804.54	\$199,857.30	\$112,051.70
Tapping Charges	\$2,000.00	\$0.00	\$550.00	\$1,450.00
Sewer Division Charges	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Penalties	\$14,000.00	\$1,859.14	\$12,718.09	\$1,281.91
Investment Earnings	\$6,000.00	\$867.60	\$7,087.05	-\$1,087.05
Miscellaneous	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Outside Billing	\$0.00	\$210.00	\$498.90	-\$498.90
Plant Investment Fees	\$10,000.00	\$0.00	\$12,666.00	-\$2,666.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Compensation for loss	\$21,957.00	\$0.00	\$42,257.13	-\$20,300.13
Other Refund of Expenditure	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,766,236.00	\$145,487.96	\$1,478,501.31	\$287,734.69

<u>EXPENDITURES:</u> <u>LINES AND SERVICES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$86,348.00	\$5,825.59	\$44,721.47	\$41,626.53
Maintenance & Operation	\$340,845.00	\$27,482.74	\$264,081.42	\$76,763.58
Capital Outlay	\$253,900.00	\$0.00	\$191,596.93	\$62,303.07
Transfer to General Fund	\$64,072.00	\$5,339.00	\$53,390.00	\$10,682.00
TOTAL LINES & SERVICES	\$745,165.00	\$38,647.33	\$553,789.82	\$191,375.18
Debt Service	\$199,137.00	\$0.00	\$199,137.06	-\$0.06
TOTAL LINES & SERVICES W/DEBT	\$944,302.00	\$38,647.33	\$752,926.88	\$191,375.12

<u>TREATMENT FACILITIES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$302,734.00	\$20,473.67	\$204,699.91	\$98,034.09
Maintenance & Operation	\$833,320.00	\$80,542.03	\$714,718.32	\$118,601.68
Capital Outlay	\$15,310.00	\$0.00	\$0.00	\$15,310.00
Transfer to General Fund	\$162,955.00	\$13,579.00	\$135,790.00	\$27,165.00
TOTAL TREATMENT FACILITIES	\$1,314,319.00	\$114,594.70	\$1,055,208.23	\$259,110.77

TOTAL EXPENDITURES	\$2,258,621.00	\$153,242.03	\$1,808,135.11	\$450,485.89
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PERPETUAL CARE FUND

10/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Perpetual Care	\$4,500.00	\$1,000.00	\$11,950.00	-\$7,450.00
Perpetual Care - niches	\$11,000.00	\$1,000.00	\$10,000.00	\$1,000.00
Investment Earnings	\$175.00	\$34.78	\$297.41	-\$122.41
TOTAL REVENUES	\$15,675.00	\$2,034.78	\$22,247.41	-\$6,572.41

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$320.00	\$0.00	\$320.00	\$0.00
Niche Engraving	\$4,000.00	\$0.00	\$2,550.00	\$1,450.00
Transfer to General Fund	\$175.00	\$0.00	\$0.00	\$175.00
TOTAL EXPENDITURES	\$4,495.00	\$0.00	\$2,870.00	\$1,625.00

BALANCE SHEET
10/31/2012

<u>ASSETS:</u>			
Cash	\$7,575.86		
Investments	\$165,956.49		
		TOTAL ASSETS	\$173,532.35
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$154,154.94		
Excess Revenue over Expenditures	\$19,377.41		
		TOTAL FUND BALANCE	\$173,532.35
		TOTAL LIABILITIES & FUND BALANCE	\$173,532.35

LIBRARY IMPROVEMENT FUND

10/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$0.00	\$5.99	\$51.11	-\$51.11

Contributions	\$0.00	\$0.00	\$1,300.00	-\$1,300.00
Transfer from Capital Improvement	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$0.00	\$5.99	\$1,351.11	-\$1,351.11

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Capital Improvement Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00

**BALANCE SHEET
10/31/2012**

<u>ASSETS:</u>				
Cash	\$402.86			
Investments	\$27,887.49			
		TOTAL ASSETS		\$28,290.35
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
<u>FUND BALANCE:</u>				
Unreserved Fund Balance	\$26,939.24			
Excess Revenue over Expenditures	\$1,351.11			
		TOTAL FUND BALANCE		\$28,290.35
		TOTAL LIABILITIES & FUND BALANCE		\$28,290.35

CONSERVATION TRUST FUND

10/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
State Contributions	\$118,000.00	\$0.00	\$108,857.59	\$9,142.41
Investment Earnings	\$400.00	\$45.94	\$355.81	\$44.19
TOTAL REVENUES	\$118,400.00	\$45.94	\$109,213.40	\$9,186.60

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Tennis Court Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Steel picnic tables	\$10,300.00	\$0.00	\$10,300.00	\$0.00
Bridge - Pioneer Park	\$0.00	\$0.00	\$1,104.13	-\$1,104.13

Aluminum tables	\$0.00	\$0.00	\$0.00	\$0.00
Basketball Court Improvements	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Softball Field Improvements	\$10,725.00	\$9,400.51	\$9,400.51	\$1,324.49
Playground Equipment	\$108,000.00	\$0.00	\$48,205.13	\$59,794.87
Fitness Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Krull Park	\$12,261.00	\$0.00	\$0.00	\$12,261.00
Pioneer Park Improvements	\$18,400.00	\$0.00	\$2,801.71	\$15,598.29
Softball Field Backdrop	\$0.00	\$0.00	\$0.00	\$0.00
Roof - Columbine	\$4,837.00	\$0.00	\$0.00	\$4,837.00
TOTAL EXPENDITURES	\$174,523.00	\$9,400.51	\$71,811.48	\$102,711.52

BALANCE SHEET
10/31/2012

ASSETS:

Cash	\$0.56		
Investments	\$207,718.19		
		TOTAL ASSETS	\$207,718.75

LIABILITIES:

Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$170,316.83		
Excess Revenue over Expenditures	\$37,401.92		
		TOTAL FUND BALANCE	\$207,718.75

TOTAL LIABILITIES & FUND BALANCE	\$207,718.75
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KARL FALCH LIBRARY TRUST FUND

10/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$50.00	\$6.66	\$58.13	-\$8.13
TOTAL REVENUES	\$50.00	\$6.66	\$58.13	-\$8.13

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Books Purchased	\$800.00	\$0.00	\$0.00	\$800.00
Audit	\$55.00	\$0.00	\$55.00	\$0.00
TOTAL EXPENDITURES	\$855.00	\$0.00	\$55.00	\$800.00

BALANCE SHEET

10/31/2012

ASSETS:

Cash	\$376.11		
Investments	\$31,083.29		
		TOTAL ASSETS	\$31,459.40

LIABILITIES:

Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$31,456.27		
Excess Revenue over Expenditures	\$3.13		
		TOTAL FUND BALANCE	\$31,459.40

		TOTAL LIABILITIES & FUND BALANCE	\$31,459.40
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EMPLOYEE SELF-INSURANCE FUND

10/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$700.00	\$123.02	\$1,076.53	-\$376.53
Employee Premiums	\$268,977.00	\$18,630.33	\$207,785.85	\$61,191.15
Wellness	\$100.00	\$0.00	\$0.00	\$100.00
City Premiums	\$1,267,186.00	\$89,350.03	\$921,572.70	\$345,613.30
TOTAL REVENUES	\$1,536,963.00	\$108,103.38	\$1,130,435.08	\$406,527.92

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Old Hire Fire Pension	\$0.00	\$0.00	\$0.00	\$0.00
Wellness	\$100.00	\$1,450.00	\$1,450.00	-\$1,350.00
Premium	\$1,536,163.00	\$113,439.53	\$1,130,949.23	\$405,213.77
FLEX	\$3,600.00	\$0.00	\$2,055.00	\$1,545.00
Audit	\$630.00	\$0.00	\$630.00	\$0.00
Transfer General Fund	\$700.00	\$0.00	\$0.00	\$700.00
TOTAL EXPENDITURES	\$1,541,193.00	\$114,889.53	\$1,135,084.23	\$406,108.77

BALANCE SHEET

10/31/2012

ASSETS:

Cash	\$18,900.85
Accounts Receivable	\$1,449.75

Investments	\$574,545.84		
		TOTAL ASSETS	\$594,896.44
LIABILITIES:			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
FUND BALANCE:			
Retained Earnings	\$599,545.59		
Excess Revenue over Expenditures	-\$4,649.15		
		TOTAL FUND BALANCE	\$594,896.44
		TOTAL LIABILITIES & FUND BALANCE	\$594,896.44

SERVICE CENTER FUND

10/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$400.00	\$97.93	\$736.69	-\$336.69
Miscellaneous	\$0.00	\$0.00	\$1,540.00	-\$1,540.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$426,881.00	\$35,573.00	\$355,730.00	\$71,151.00
Transfer from Capital Improvement	\$0.00	\$0.00	\$0.00	\$0.00
Transfer for Lease Payment	\$230,040.00	\$19,170.00	\$191,700.00	\$38,340.00
TOTAL REVENUES	\$657,321.00	\$54,840.93	\$549,706.69	\$107,614.31

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$303,691.00	\$22,187.52	\$251,368.01	\$52,322.99
Maintenance & Operation	\$365,500.00	\$13,184.10	\$135,314.44	\$230,185.56
Capital Outlay	\$17,000.00	\$0.00	\$16,320.99	\$679.01
Transfer to General Fund	\$400.00	\$0.00	\$0.00	\$400.00
TOTAL EXPENDITURES	\$686,591.00	\$35,371.62	\$403,003.44	\$283,587.56

BALANCE SHEET

10/31/2012

<u>ASSETS:</u>			
Cash	\$16,686.58		
Cash - Bank of Cherry Creek	\$3.13		
Investments	\$447,874.42		
Fixed Assets (Net)	\$2,126,760.09		
		TOTAL ASSETS	\$2,591,324.22

LIABILITIES:

Accounts Payable	\$2,041.14		
Unpaid Compensated Absences	\$19,924.74		
Accrued Salaries	\$8,715.41		
Lease Payable	\$1,355,000.00		
Lease Interest Payable	\$5,420.00		
		TOTAL LIABILITIES	\$1,391,101.29

FUND BALANCE:

Retained Earnings	\$1,053,519.68		
Excess Revenue over Expenditures	\$146,703.25		
		TOTAL FUND BALANCE	\$1,200,222.93

		TOTAL LIABILITIES & FUND BALANCE	\$2,591,324.22
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RISK MANAGEMENT FUND

10/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,000.00	\$183.31	\$1,676.96	-\$676.96
Miscellaneous	\$5,000.00	\$0.00	\$13,997.00	-\$8,997.00
Compensation for Loss	\$5,000.00	\$387.24	\$68,321.29	-\$63,321.29
Transfer of Reserves	\$216,940.00	\$54,232.00	\$221,911.75	-\$4,971.75
Transfer Workers Comp	\$181,227.00	\$40,457.00	\$174,539.47	\$6,687.53
TOTAL REVENUES	\$409,167.00	\$95,259.55	\$480,446.47	-\$71,279.47

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Claims Paid	\$143,413.00	\$3,000.00	\$177,702.59	-\$34,289.59
Expense for Workers Comp	\$181,200.00	\$45,300.00	\$181,200.00	\$0.00
Premium Fees	\$228,132.00	\$55,464.25	\$229,359.80	-\$1,227.80
Expense for Unemployment	\$10,000.00	\$0.00	\$8,094.00	\$1,906.00
Materials & Supplies	\$300.00	\$0.00	\$300.00	\$0.00
Audit	\$590.00	\$0.00	\$590.00	\$0.00
Transfer to General Fund	\$1,000.00	\$0.00	\$0.00	\$1,000.00
TOTAL EXPENDITURES	\$564,635.00	\$103,764.25	\$597,246.39	-\$32,611.39

BALANCE SHEET

10/31/2012

ASSETS:

Cash	\$17,716.70
Investments	\$808,771.18

		TOTAL ASSETS	<u><u>\$826,487.88</u></u>
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Emergency Reserve	\$350,000.00		
Retained Earnings	\$593,287.80		
Excess Revenue over Expenditures	-\$116,799.92		
		TOTAL FUND BALANCE	<u><u>\$826,487.88</u></u>
		TOTAL LIABILITIES & FUND BALANCE	<u><u>\$826,487.88</u></u>

CAPITAL EQUIPMENT FUND

10/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,000.00	\$189.14	\$1,481.29	-\$481.29
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Compensation for Loss	\$0.00	\$0.00	\$0.00	\$0.00
Other Compensation	\$22,148.00	\$7,000.00	\$29,148.00	-\$7,000.00
Transfer of Reserves	\$512,271.00	\$42,689.00	\$426,890.00	\$85,381.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	<u><u>\$535,419.00</u></u>	<u><u>\$49,878.14</u></u>	<u><u>\$457,519.29</u></u>	<u><u>\$77,899.71</u></u>

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$905.00	\$0.00	\$905.00	\$0.00
Police Equipment	\$92,495.00	\$0.00	\$91,993.21	\$501.79
Dispatch Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Fire Equipment	\$80,675.00	\$0.00	\$49,045.00	\$31,630.00
Public Works Equipment	\$104,264.00	\$0.00	\$104,264.00	\$0.00
Finance Equipment	\$8,370.00	\$0.00	\$8,367.00	\$3.00
Parks, Lib & Rec Equipment	\$89,304.00	\$0.00	\$87,598.71	\$1,705.29
Non-Dept Equipment	\$21,440.00	\$0.00	\$21,440.00	\$0.00
TOTAL EXPENDITURES	<u><u>\$397,453.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$363,612.92</u></u>	<u><u>\$33,840.08</u></u>

BALANCE SHEET

10/31/2012

Cash	\$24,738.86
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Investments	\$895,313.37		
Fixed Assets (Net)	<u>\$1,783,326.98</u>		
		TOTAL ASSETS	<u>\$2,703,379.21</u>
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
Lease Payable	\$175,658.32		
Lease Interest Payable	<u>\$9,737.88</u>		
		TOTAL LIABILITIES	\$185,396.20
<u>FUND BALANCE:</u>			
Retained Earnings	\$2,424,076.64		
Excess Revenue over Expenditures	<u>\$93,906.37</u>		
		TOTAL FUND BALANCE	<u>\$2,517,983.01</u>
		TOTAL LIABILITIES & FUND BALANCE	<u>\$2,703,379.21</u>

CAPITAL IMPROVEMENT FUND

10/31/2012

<u>REVENUES:</u>	BUDGETED 2012	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,500.00	\$166.66	\$1,459.18	\$40.82
Misc. Income	\$0.00	\$10.00	\$1,032.13	-\$1,032.13
Rents From Land	\$16,800.00	\$191.81	\$15,966.37	\$833.63
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Grants	\$85,500.00	\$0.00	\$0.00	\$85,500.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00
Donation - Museum Building	\$0.00	\$0.00	\$0.00	\$0.00
Donation - Museum Exhibits	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from Elna Anderson Fund	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from Ethel Lindstrom Fund	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from Library Improv Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	<u>\$103,800.00</u>	<u>\$368.47</u>	<u>\$18,457.68</u>	<u>\$85,342.32</u>

<u>EXPENDITURES:</u>	BUDGETED 2012	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Museum Building	\$0.00	\$0.00	\$0.00	\$0.00
Museum Exhibits	\$49,110.00	\$0.00	\$49,928.67	-\$818.67
Library Addition	\$0.00	\$0.00	\$0.00	\$0.00
Land Transaction	\$0.00	\$0.00	\$0.00	\$0.00
Land Purchase	\$0.00	\$0.00	\$0.00	\$0.00
Building Improvements	\$90,000.00	\$0.00	\$0.00	\$90,000.00
Audit	\$535.00	\$0.00	\$535.00	\$0.00
Transfer to Service Center	\$0.00	\$0.00	\$0.00	\$0.00

Transfer to Library Improvement
Fund

	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$139,645.00	\$0.00	\$50,463.67	\$89,181.33

BALANCE SHEET
10/31/2012

ASSETS:

Cash	\$15,754.65
Accounts Receivable	\$404.57
Investments	\$778,489.06

TOTAL ASSETS **\$794,648.28**

LIABILITIES:

Accounts Payable	\$0.00
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TOTAL LIABILITIES **\$0.00**

FUND BALANCE:

Unreserved Fund Balance	\$826,654.27
Excess Revenue over Expenditures	-\$32,005.99

TOTAL FUND BALANCE **\$794,648.28**

**TOTAL LIABILITIES
& FUND BALANCE** **\$794,648.28**

PERSONNEL/HR DEPARTMENT

OCTOBER 2012 MONTHLY REPORT

The following is a partial list of activities in which the Personnel/HR Department participated in during the month of October 2012.

CDL TESTING – A DOT Random Drug test was not conducted during the month of October. There were four (4) pre-employment drug screens conducted.

WORKERS' COMPENSATION – The City continues to work on all injury cases that are presented for on-the-job injuries. During the month of October, there were four (4) claims reported by employees.

JOB OPPORTUNITIES –

Positions Open	Positions Filled
Seasonal lifeguard and lifeguard WSI	Firefighters (2)
Police Officer (3)	Public Safety Dispatchers (1 40-hr, 1 32-hr)
Public Safety Dispatcher (1 32-hr)	Police Officer (1)
Cashier/Receptionist (Recreation Center)	
Maintenance Worker I (3)	
Recreation Center Custodian (PT)	
Secretary (Service Center)	
Police Cadet	

PERSONNEL BOARD – Personnel Board did not meet during October. Meeting will be scheduled in November after the HR Director arrives.

MISCELLANEOUS ACTIVITIES

HR Assistant attended Civil Rights training presented by CO Workforce Center on October 22 concerning criminal background investigations and retaliation.

HR Assistant conducted five (5) orientations for employees.

The written exam for Police Officer was given to four applicants.

Open Enrollment was held on October 29 for employees. Enrollment forms are due November 7.

Written Fire exams were given on October 12 to 35 applicants.

HR Assistant attended NJC Business Advisory Board on October 26.

MUNICIPAL COURT
OCTOBER 2012 MONTHLY REPORT

DESCRIPTION	Oct 2012	Oct 2011	Oct Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
ARRAIGNMENTS	61	40	53%	523	446	17%	701	-25%
JUVENILE CASES	4	2	100%	67	54	24%	103	-35%
TRAFFIC				4	5	-20%	4	5%
NO INSURANCE				1	1		1	-17%
NO SEAT BELT					1	-100%	2	-100%
SPEEDING				1			1	-29%
UNDERAGE POSS OF TOBACCO		2	-100%	1	8	-88%	7	-86%
POSS. OF MARIJUANA/DRUG PARAPHERNALIA				15	4	275%	13	19%
THEFT				7	7		8	-15%
DISTURBING THE PEACE/NOISES				2	5	-60%	8	-76%
RESISTING ARREST/FAILURE TO COMPLY				1	3	-67%	1	
INJURING/DEFACING PROPERTY				10	5	100%	7	47%
TRESPASSING	3			3			5	-44%
UNDERAGE POSS/CONS ALCOHOL/PROCURE				13	5	160%	32	-60%
CURFEW FOR MINORS	1			4	1	300%	4	11%
OTHER				5	9	-44%	10	-48%
ADULT CASES	57	38	50%	456	392	16%	598	-24%
TRAFFIC	7	5	40%	70	41	71%	56	25%
NO INSURANCE	2	2		16	16		61	-74%
NO SEAT BELT				24	46	-48%	86	-72%
SPEEDING	1	2	-50%	19	34	-44%	72	-74%
PARKING	2	6	-67%	29	47	-38%	66	-56%
POSS. MARIJUANA/DRUG PARAPHERNALIA	9	1	800%	41	23	78%	34	21%
THEFT	8	4	100%	51	44	16%	31	66%
DISTURBING THE PEACE/NOISES	2	2		25	13	92%	18	42%
RESISTING ARREST/FAILURE TO COMPLY	1	2	-50%	7	4	75%	4	59%
INJURING/DEFACING PROPERTY	1	2	-50%	3	11	-73%	6	-52%
TRESPASSING	4	2	100%	14	9	56%	26	-47%
UNDERAGE POSS/CONS ALCOHOL	9	7	29%	80	36	122%	59	35%
SALE / PROCUREMENT / OPEN CONTAINER				1			7	-85%
OTHER	2	1	100%	25	26	-4%	29	-13%
ANIMAL	1	2	-50%	38	36	6%	37	4%
NUISANCES	8			13	7	86%	19	-31%
JUVENILE ARR'S FOUND GUILTY	4	2	100%	45	42	7%	63	-28%
JUVENILE ARR'S DISMISSED							20	-100%
JUVENILES PLACED ON PROB/DJ/UPS	4	2	100%	46	45	2%	75	-39%
JUVENILE VIOLS OF PROB/DJ/UPS				3	4	-25%	14	-79%
JUVENILE FTA/PWL							69	-100%
ADULT ARR'S FOUND GUILTY	23	20	15%	182	197	-8%	231	-21%
ADULT ARR'S DISMISSED	5	4	25%	34	37	-8%	76	-55%
ADULTS PLACED ON PROB/DJ/UPS	11	9	22%	100	98	2%	96	4%
ADULT VIOLS OF PROB/DJ/UPS				1	3	-67%	19	-95%
ADULT FTA/PWL	2	2		25	41	-39%	130	-81%

DESCRIPTION	Oct 2012	Oct 2011	Oct Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	47	29	62%	373	262	42%	395	-6%
CONTINUANCE/SET FOR TRIALS/ETC	20	11	82%	168	74	127%	125	34%
CASES REVIEWED	53	40	33%	453	376	20%	395	15%
TRIALS FOUND GUILTY	7	2	250%	60	34	76%	56	8%
TRIALS FOUND NOT GUILTY		1	-100%	2	3	-33%	376	-99%
TRIALS DISMISSED	4	2	100%	43	10	330%	65	-34%
NEW CHARGES PROCESSED				803	618	30%	1,028	-22%
NEW WARRANTS	17	9	89%	132	126	5%	171	-23%
DAYS JUVENILES SENT TO DETENTION					6	-100%	294	-100%
DAYS ADULTS SENT TO JAIL	75	5	1400%	125	43	191%	162	-23%
PAID TICKETS	34	50	-32%	399	505	-21%	867	-54%
PAID WITH AUTO POINT REDUCTION	10	35	-71%	187	209	-11%	205	-9%
PAID AS REGULAR TICKET	24	15	60%	212	296	-28%	458	-54%
FROM PWL TO WARRANT					1	-100%	4	-100%

POLICE DEPARTMENT

OCTOBER 2012 MONTHLY REPORT

During October 2012, the police department responded to 948 Calls for Service, a five percent decrease from the 998 Calls for Service responded to in October of 2011. The year-to-date Calls for Service at the end of October were 10,470, an 8 percent increase over the 9,714 calls reported at the end of October, 2011.

Officers responded to 16 traffic accidents during the month of October which is a decrease of 57 percent from the 37 responded to in October of 2011. Through the end of October, officers have responded to 194 traffic accidents, which is a 22 percent decrease over the 251 accidents covered during the same time period last year.

Officers issued 23 penalty assessments during October 2012, which is a 68 percent decrease over the 72 penalty assessments issued in October 2011. Among the criminal offenses reported were two sex offenses, one robbery offense, eleven assault offenses, one arson, one burglary, 24 larceny/thefts, one fraud offense, five drug offenses and 15 vandalisms. The value of property stolen during the month was \$30,533 and \$20,296 was recovered. Officers arrested 43 adults and eight juveniles, for a total of 51 arrests in October, 2012. This is eight more arrests or a 15 percent increase from the 43 total arrests made in October of 2011.

In October, the Youth Services Division received 42 youth referrals (22 males and 20 females). Youth referrals numbering 34 were received from the Sterling Police Department, one from the Logan County Sheriff's Office, one from a parent/self, and six from a school.

Officers responded to 33 calls at local liquor establishments, 14 less than the 47 calls responded to in October 2011.

Sterling Police Officers and staff completed 171.25 hours of training during the month of October, 2012. Year-to-date, employees have attended more than 2,189.66 hours of training.

DESCRIPTION	Oct 2012	Oct 2011	Oct Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	948	998	-5%	10,470	9,714	8%	12,155	-14%
MOTOR VEHICLE ACCIDENTS	16	37	-57%	194	248	-22%	251	-23%
CRIMINAL OFFENSES	133	92	45%	1,263	1,104	14%	1,175	8%
GROUP "A" OFFENSES	65	50	30%	692	615	13%	666	4%
GROUP "B" OFFENSES	68	42	62%	593	489	21%	509	16%
VANDALISM	15	15		162	133	22%	149	9%
ARRESTS								
ADULTS	43	40	8%	423	428	-1%	600	-30%
JUVENILES	8	3	167%	38	32	19%	99	-62%
PROPERTY								
STOLEN	30,533	20,993	45%	213,276	230,489	-7%	272,133	-22%
RECOVERED	20,296	11,870	71%	58,885	53,681	10%	79,240	-26%
MUNICIPAL CHARGES								
PA'S	23	72	-68%	434	592	-27%	1,282	-66%
CRIMINAL CHARGES	28	48	-42%	260	209	24%	272	-5%
WARNINGS	208	360	-42%	2,353	2,149	9%	3,065	-23%
STATE CHARGES								
TRAFFIC	13	30	-57%	237	259	-8%	457	-48%
DUI'S	8	3	167%	57	45	27%	84	-32%
CRIMINAL CHARGES	30	28	7%	264	241	10%	325	-19%
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	22	34	-35%	151	171	-12%	174	-13%
FEMALE	20	17	18%	103	76	36%	88	17%
TOTAL	42	51	-18%	254	247	3%	262	-3%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	34	50	-32%	233	220	6%	237	-2%
LOGAN COUNTY SHERIFF'S OFFICE	1			3	4	-25%	8	-61%
DISTRICT COURT				2	5	-60%	1	43%
STATE PATROL/OTHER JURISDICTION				1	2	-50%	2	-38%
PARENT/SELF	1			3	1	200%	4	-29%
SCHOOL	6	1	500%	12	15	-20%	11	11%

STERLING FIRE DEPARTMENT
OCTOBER 2012 MONTHLY REPORT

OPERATIONS:

Chief:

Gave presentation on Fire Prevention to Swellness attendees
Completed monthly and yearly evaluations
Reviewed evaluations
Lead Command Staff meeting
Firefighter testing – written, agility and interviews
Hired two firefighters
Attended the Sterling Rural Fire District meeting
Spoke to area realtors about fire safety
Participated in the Blue Skies fund raising Ducky competition
Attended the swearing in ceremony for our two new firefighters and Captain Howell
Fire Prevention week

TRAINING:

MEP Training
Physical Agility
Training videos
WMD Radiation Awareness

MAINTENANCE:

Washed two lengths of hoses
Washed 2 lengths of 3' hose
Took K-12 from E-12 to OK Auto for repairs.
Took S-19 over to City Shop
T-18 hose tested

OTHER:

S-19 SCBA's have been placed back in the Station due to the cold nights
C-Shift was on Fire Watch
Members performed 10 New / 14 Re-inspections for October

Members completed Business Pre-Plans

Picked up fuses for portable radio truck chargers.

Pickup Med 1 from City shops Waiting for a light to come in.

Swearing in Ceremony for Capt. Howell, FF Wiebers, FF Green

Purchased batteries for CYC/CYB program

MAJOR INCIDENTS:

10-1-12	IR# 1579	Hwy 14 & CR 9	Hazmat (General)
10-1-12	IR# 1581	1010 W Main Street	Structure Fire (General)
10-2-12	IR 1584	326 S. 3 rd Street	Public Education
10-3-12	IR# 1589	CR 18 & 16	Grass Fire (General)
10-3-12	IR# 1596	CR 22 & 29	Fire
10-4-12	IR# 1604	510 S 3 rd Avenue	Medical (Recall)
10-5-12	IR# 1608	919 S. 11 th Avenue	Hazard condition
10-6-12	IR# 1615	I-76, MM113	MVA (General)
10-7-12	IR# 1628	CR 39 & 50	Crash
10-9-12	IR# 1638	413 Riverside Drive	Structure Fire (General)
10-10-12	IR# 1641	1200 N. 5 th Street	Medical (Recall)
10-13-12	IR# 1663	MM3, Hwy 138	Rollover
10-16-12	IR# 1694	S 6 th Ave, Hamilton	MVA (General)
10-16-12	IR# 1695	15768 CR 41	Fire (General)
10-16-12	IR# 1696	619 Landrum Lane	Citizen assist (General)
10-18-12	IR# 1711	CR 36 & 25 Haxtun	Grass Fire (General)
10-18-12	IR# 1714	Hwy 113 & CR 52	Grass Fire (General)
10-22-12	IR# 1742	Prison	Medical (Recall)
10-22-12	IR# 1743	Hwy 14 & CR 35	Car Fire
10-25-12	IR# 1758	128 Lincoln Street	Medical (General)
10-27-12	IR# 1768	Hwy 138, MM12	MVA (General)
10-29-12	IR# 1781	407 W. Broadway Street	Medical (Recall)
10-29-12	IR# 1783	306 Forest Rd	Structure Fire (General)

DESCRIPTION	Oct 2012	Oct 2011	Oct Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
FIRES								
City	3	2	50%	29	30	-3%	31	-7%
Rural	5	5		105	57	84%	55	92%
Total	8	7	14%	134	87	54%	86	56%
EMS/RESCUE								
City	88	86	2%	854	657	30%	607	41%
Rural	14	13	8%	128	169	-24%	149	-14%
Total	102	99	3%	982	826	19%	756	30%
HAZARDOUS CONDITION								
City	31	22	41%	205	183	12%	184	12%
Rural	8	10	-20%	84	77	9%	67	25%
Total	39	32	22%	289	260	11%	251	15%
TOTAL 911 SERV CALLS								
City	122	110	11%	1,089	869	25%	883	23%
Rural	27	27		317	302	5%	277	14%
Total	149	137	9%	1,406	1,171	20%	1,160	21%
AVERAGE RESPONSE TIME								
City	16	3	372%	62	36	74%	43	43%
Rural	13	12	8%	123	107	16%	110	12%
Overall Average	14	8	85%	92	71	30%	76	21%
GENERAL ALARMS								
Total General Alarms	11	5	120%	73	43	70%	41	76%
Average Number of Firefighters	13	10	30%	91			107	-15%
BUILDING FIRES								
Total Building Fires	1	0		14	13	8%	13	4%
Fires Confined to Rm of Origin		0					5	-100%
TRAINING HOURS								
Career Hours	519	297	75%	4,512	3,360	34%	2,264	99%
Volunteer Hours	51	79	-35%	651	817	-20%	558	17%
Total Hours	570	376	52%	5,163	4,177	24%	2,823	83%
Average Career Hours	34.6	19.8	75%	301	224	34%	151	99%
Average Volunteer Hours	4.3	6.6	-35%	54	68	-20%	47	17%
FIRE INSPECTIONS								
New Inspections	10	60	-83%	53	81	-35%	338	-84%
Re-Inspections	14	1	1300%	41	8	414%	163	-75%
Total Inspections	24	61	-61%	94	89	6%	501	-81%
HYDRANT INSPECTIONS		13	-100%	1	14	-92%	277	-100%

PUBLIC WORKS DEPARTMENT

OCTOBER 2012 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of October with a high temperature of 91° recorded at the water stations on the 2nd. Evening temperatures also fluctuated similarly with a low of the month being 18° on the evening of the 7th and a high evening low of 46° recorded on the 14th. The station located east of Sterling recorded a total precipitation of .68" for the month. However, at Sterling Municipal Airport there was a total of .71" recorded in the month of October.

MONTHLY CLIMATOLOGICAL SUMMARY for OCT. 2012

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	59.1	68.6	4:00p	43.3	12:00m	6.3	0.4	0.00	8.6	26.0	12:00p	N
2	60.9	89.1	4:00p	36.1	6:30a	10.7	6.7	0.00	4.5	19.0	12:30p	S
3	58.9	89.0	1:30p	39.8	12:00m	11.4	5.3	0.00	13.1	40.0	8:30p	S
4	41.7	53.1	4:00p	31.6	4:30a	23.3	0.0	0.00	6.2	23.0	12:30a	NE
5	35.8	38.1	4:30a	34.8	7:30p	29.2	0.0	0.01	6.3	18.0	5:30a	E
6	33.4	36.9	1:30p	24.9	12:00m	31.6	0.0	0.17	4.9	17.0	1:00p	NE
7	37.3	57.0	5:00p	20.0	7:00a	27.7	0.0	0.01	4.2	19.0	1:30p	SSW
8	47.7	74.0	5:30p	25.5	7:00a	18.7	1.4	0.00	4.9	22.0	4:00p	S
9	42.5	49.2	5:30p	34.1	12:00m	22.5	0.0	0.00	5.6	19.0	2:30a	NNE
10	44.9	65.3	5:30p	26.6	6:30a	20.1	0.0	0.00	3.8	22.0	2:30p	S
11	47.8	57.6	2:30p	39.8	1:30a	17.2	0.0	0.00	9.4	25.0	11:30a	NE
12	50.7	66.9	5:00p	35.3	7:00a	14.4	0.1	0.00	8.4	30.0	12:30p	SE
13	52.9	61.0	5:00p	39.5	4:00a	12.1	0.0	0.25	10.3	43.0	10:00a	WNW
14	58.3	73.1	4:30p	45.2	12:00m	8.1	1.4	0.00	9.3	25.0	12:30p	WNW
15	57.9	80.0	4:00p	38.2	5:00a	10.3	3.2	0.00	8.0	22.0	1:00p	S
16	63.5	79.2	5:00p	46.3	7:30a	5.0	3.4	0.00	11.0	57.0	10:30p	SSW
17	47.8	58.6	4:30p	34.1	9:00p	17.2	0.0	0.00	13.5	44.0	2:00p	WNW
18	45.9	58.5	3:30p	35.9	2:30a	19.1	0.0	0.00	17.7	50.0	1:00p	WNW
19	51.4	76.6	3:00p	27.4	7:00a	15.3	1.7	0.00	7.4	26.0	3:00p	W
20	55.6	78.9	1:30p	34.3	7:00a	12.2	2.8	0.00	6.0	19.0	1:30p	SSW
21	51.4	67.1	3:30p	35.0	7:30a	13.8	0.2	0.00	6.8	22.0	10:00a	NE
22	48.9	66.0	4:00p	34.6	4:30a	16.1	0.0	0.00	5.0	22.0	4:00p	ESE
23	54.2	80.8	4:00p	32.3	8:00a	13.7	2.9	0.00	5.0	30.0	10:00p	NNE
24	44.6	53.7	1:30p	31.2	12:00m	20.4	0.0	0.14	9.0	31.0	9:30p	NE
25	30.1	35.5	4:30p	23.9	10:00p	34.9	0.0	0.08	3.5	16.0	2:30a	NNE
26	29.6	34.9	5:00p	24.9	11:00p	35.4	0.0	0.04	3.5	14.0	1:30p	SSW
27	35.4	47.4	4:00p	24.5	5:00a	29.6	0.0	0.01	4.0	13.0	10:30a	S
28	46.1	63.1	5:00p	35.7	5:00a	18.9	0.0	0.00	6.2	25.0	11:30a	SSW
29	49.6	73.6	3:30p	34.5	3:00a	16.5	1.1	0.00	6.7	21.0	2:30p	S
30	58.8	73.8	3:00p	47.0	7:00a	8.2	2.0	0.00	9.3	24.0	2:30p	WNW
31	51.6	74.6	2:30p	33.5	7:00a	15.3	1.9	0.00	5.6	19.0	2:00p	N
<hr/>												
	48.2	89.1	2	20.0	7	555.2	34.5	0.71	7.3	57.0	16	S

Max >= 90.0: 0
 Max <= 32.0: 0
 Min <= 32.0: 10
 Min <= 0.0: 0
 Max Rain: 0.25 ON 10/13/12
 Days of Rain: 5 (>.01 in) 3 (>.1 in) 0 (>1 in)
 Heat Base: 65.0 Cool Base: 65.0 Method: Integration

STREET/SANITATION DIVISIONS

The resources spent sweeping City streets is up with 470 blocks being swept throughout the month compared to a year ago. However the division also expended 0 tons of granular base, grading 108 blocks of alleys and 0 blocks of streets throughout the City. The division expended 37 tons of hot bituminous mix in pothole repair.

An increase in resources was expended in cleaning catch basins with the number being 154 throughout the month compared to 0 a year ago.

The division expended 35 gallons of paint painting curbs.

The division replaced 32 traffic control signs and installed 7 new signs throughout the City.

The sanitation division collected 165 tons of loose trash throughout the month. However, they collected 522 tons of compacted trash. This compacted trash is a 6% increase compared to a year ago. Under time and material removals there were 0 tons this month.

DESCRIPTION	Oct 2012	Oct 2011	Oct Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
STREET MAINTENANCE								
Streets Swept (Blocks)	470	108	335%	3,888	3,239	20%	5,163	-25%
Streets Swept (Intersections)								
Sweeper Water-Dust Control (Gals)	5,340	1,600	234%	51,980	41,000	27%	69,164	-25%
Flushing Streets (Gals)								
Gravel/ABC-Alleys (Tons)				118	270	-56%	519	-77%
Gravel/ABC-Streets (Tons)				2,495	693	260%	431	479%
Grading Alleys (Blocks)	108			1,242	1,441	-14%	1,212	2%
Grading Streets (Blocks)				296	157	88%	561	-47%
Grade Parking Lots (Blocks)							4	-100%
Excavate Sub-base (Cu Yds)		60	-100%	427	316	35%	413	3%
Excavate Asphalt (Tons)				108			472	-77%
Excavate Concrete (Tons)							50	-100%
Structure Backfill (Tons)		97	-100%	197	1,193	-84%	838	-77%
Backfill-Pit Run & Yard Stock Dirt (Cu Yds)				783	946	-17%	891	-12%
Hot Bituminous Mix (Tons)	37	42	-13%	652	744	-12%	826	-21%
Emulsion/Tack Oil (Gals)				20	203	-90%	150	-87%
Cold Mix-Asphalt (Tons)	0			1,811	1,878	-4%	867	109%
Catchbasins - Altosid Briquets				125	2,340	-95%	1,817	-93%
Catchbasins Cleaned (Each)	154			2,741	5,251	-48%	4,095	-33%
Painting-Parking (Gals)				82	18	356%	74	11%
Painting-Crosswalks (Gals)				243	63	286%	92	166%
Painting-Curbs (Gals)	35	60	-42%	224	170	32%	238	-6%
Painting-Symbols (Gals)								
Painting-Lanes(Gals)				5			18	-72%
SIGN MAINTENANCE								
Traffic Control-Repair (Each)				102	2	5000%	15	571%
Traffic Control-Replace (Each)	32			136	114	19%	108	25%
Traffic Control-Install (Each)	7	2	250%	193	148	30%	136	42%

Traffic Control-Remove (Each)		1	-100%	155	117	32%	113	37%
Street Name-Repair (Each)		1	-100%	220	2	10900%	23	840%
Street Name-Replace (Each)				78	178	-56%	93	-16%
Street Name-Install (Each)				84	180	-53%	118	-29%
Delineators-Repair & Replace (Each)							3	-100%
SNOW/ICE CONTROL								
Snow Removal (Loads)				129	730	-82%	761	-83%
Salt/Sand Mix Material (Tons)				86	237	-64%	251	-66%
Plowed/Sanded Streets (Miles)				1,356	2,776	-51%	2,643	-49%
SANITATION								
Loose Trash/Debris Collection:WO (Tons)	165	253	-35%	838	737	14%	916	-9%
Compacted Trash Collection (Tons)	522	492	6%	4,823	5,076	-5%	5,229	-8%
Alley Debris/Trash Removal: T & M (Tons)		3	-100%	101	3	3599%	93	8%
Yard: Sweepings + Misc Debris (Tons)		97	-100%	670	799	-16%	1,219	-45%
Container Repairs-90 Rollouts (Each)	2	1	100%	50	46	9%	243	-79%
Container Repairs-Dumpsters (Each)	23	10	130%	395	240	65%	300	32%
Level Dumpsters - Gravel Base Pad				14			3	400%
Weed Control-Mowing (Hours)	22	8	175%	192	218	-12%	182	5%
Weed Control-Burning (Hours)	8			11			7	55%
MATERIAL PROCESSING								
Haul Materials from Airport Pit (Cu Yds)								
Haul Sand from Logan County Landfill							4	-100%
Haul Materials from Vendor Yard (Tons)				496	1,293	-62%	1,313	-62%
Haul Materials from Project Site (Cu Yds)		305	-100%	318	1,694	-81%	2,484	-87%
Haul Pulverized Asphalt/Millings (Cu Yds)				268	579	-54%	735	-64%
MISCELLANEOUS								
Haul Rip Rap Materials--Concrete							129	-100%
Crack Sealing (#'s per day)				28,980	38,790	-25%	26,825	8%

WATER/SEWER DIVISION

The water division produced 70,813,000 gallons, a 19% increase compared to October a year ago, and a 15% decrease in hours logged. Furthermore the division responded to 95 requests for locates throughout the month. The meter reader read 5,412 meters resulting in 118 turn-offs for delinquent payment and also 15 investigations for high usage. The division continued the testing regime necessary for the health department regulations, responded to 92 and cleared 102 SCADA alarms at the time of reporting.

The sewer division responded to 82 requests for locates.

MISCELLANEOUS - OTHER								
Concrete Blocks Built (No.)								
Water Main Leak Detection (Feet)				30			8	275%
METER SECTION								
METERS (No.)								
Meters Read	5,412	4,956	9%	45,144	44,736	1%	35,075	29%
Meter Turn-offs (for repair)	8	13	-38%	81	139	-42%	110	-27%
Meter Turn-offs (delinquent)	118	53	123%	628	586	7%	496	27%
Meter Turn-ons (all)	130	62	110%	780	770	1%	9,688	-92%
METER MAINTENANCE (No.)							28	-100%
Meters Repaired - In House							133	-100%
Meters Repaired - In Field					2	-100%	172	-100%
Meters Repaired - Manufacturer								
METER INVESTIGATIONS (No.)								
Zero Consumption	11			14			8	67%
High Usage	15	45	-67%	282	249	13%	348	-19%
Leaking in Meter Pit				2				
METER PIT MAINTENANCE (No.)								
Curb Stops Repaired					2	-100%	62	-100%
METER PIT INSTALLATION (No.)								
Meter Pits Installed							0	-100%
MISCELLANEOUS - OTHER (No.)								
Concrete Risers Manufactured								
Meter Pits Manufactured								
OPERATIONS SECTION								
WELL METERS (No.)								
Well Meters Read	12			219	138	59%	109	101%
Park Meters Read	22			283	257	10%	176	60%
WELL HOUSE MAINTENANCE (No.)								
Motors Checked	403	403		3,965	3,952	0%	3,086	28%
Well Building Security Checked	651	651		6,405	6,384	0%	4,306	49%
WELL MAINTENANCE (No.)								
Well GPM Check							809	-100%
Well Check for Sand							1,291	-100%
Well Static Level							4	-100%
Well Draw Down								
Well Air Check	93	93		912	912		301	203%
GROUND STORAGE TANKS (No.)							10	-100%
7.5 MG Tank Checked	62	62		610	608	0%	455	34%
7.5 MG Tank Level Checked	62	62		610	608	0%	446	37%
2.0 MG Tank Checked	62	62		610	608	0%	445	37%
2.0 MG Tank Level Checked	62	62		610	608	0%	520	17%
Security Checks	62	62		610	608	0%	700	-13%
ELEVATED STORAGE TANKS (No.)							74	-100%
0.25 MG North Checked	93	93		915	912	0%	823	11%
0.25 MG North Level Checked	93	93		915	912	0%	823	11%
0.25 MG South Checked	93	93		915	912	0%	748	22%
0.25 MG South Level Checked	93	93		915	912	0%	895	2%

Security Checks	186	186		1,830	1,824	0%	1,615	13%
WATER QUALITY TESTING (No.)							145	-100%
Well Samples Taken					11	-100%	218	-100%
Distribution Samples Taken					15	-100%	363	-100%
Chlorine Samples Taken	155	155		1,525	718	112%	477	220%
Bacteriological Samples Taken					106	-100%	125	-100%
Other - Samples taken							91	-100%
SCADA SYSTEM (No.)							84	-100%
SCADA Alarms	92	98	-6%	719	944	-24%	387	86%
SCADA Alarms Cleared	102	98	4%	725	940	-23%	367	97%
DISINFECTION (No.)								
Chlorine Bottles Picked Up	14	9	56%	190	128	48%	116	64%
Chlorine Bottles Returned	16	9	78%	206	129	60%	115	79%
POTABLE WELLS								
WELLS PUMPED							19	-100%
Hours	2,129	2,497	-15%	30,052	28,238	6%	27,742	8%
Gallons	70,813	59,357	19%	978,664	869,131	13%	818,287	20%
Call Customer By Phone							6,205	-100%
UNCC LOCATES							173,801	-100%
City Requests	5	15	-67%	80	157	-49%	31	155%
Private Requests	77	65	18%	953	969	-2%	194	392%

DESCRIPTION	Oct 2012	Oct 2011	Oct Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
SANITARY SECTION								
Sewer Service Installed (No.)								
Sewer Service Installed (No.) 4"							1	-100%
Sewer Service Installed (No.) 6" & larger								
Sewer Service Taps Installed (No.) all							1	-100%
Sewer Service Inspected (No.)							1	-100%
Sewer Service Repaired (No.)							4	-100%
Sewer Lines Installed (Ft.)								
Sewer Lines Installed (Ft.) 6"							62	-100%
Sewer Lines Installed (Ft.) 8"							521	-100%
Sewer Lines Installed (Ft.) 10"								
Sewer Lines Installed (Ft.) 12" & larger								
Sewer Lines Replaced (Ft.) 4"								
Sewer Lines Replaced -6" (Ft)					23	-100%	5	-100%
Sewer Lines Replaced -8" (Ft)								
Sewer Lines Replaced -10" (Ft)							3	-100%
Sewer Lines Replaced-12" & larger (Ft)							105	-100%
Sanitary Sewer Relined-all sizes (Ft)								
Sewer Lines Cleaned (Ft.) 4"							20	-100%
Sewer Lines Cleaned (Ft.) 6"					429	-100%	1,594	-100%
Sewer Lines Cleaned (Ft.) 8"					5,665	-100%	18,949	-100%

Catchbasins Inspected (No.)							6	-100%
Catchbasins Repaired (No.)								
Catchbasins Replaced (No.)								
Catchbasins Cleaned (No.)	76			76			7	986%
Storm Sewer Line Locates (No.)	11	68	-84%	818	1,052	-22%	1,252	-35%
Storm Sewer Manhole Locates (No.)	30	136	-78%	1,302	2,102	-38%	1,407	-7%
Call Customer by Phone							1	-100%

AIRPORT DIVISION

The airport division witnessed 174 operations during the month of October. Throughout the month this division sold 2,960 gallons of fuel, which is a 44% decrease from October 2011. However the total year-to-date of 39,625 gallons of fuel, is also a 3% decrease compared to a year ago.

DESCRIPTION	Oct 2012	Oct 2011	Oct Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
OPERATIONS BY A/C TYPE								
A/C Single Engine	77	164	-53%	1,629	1,425	14%	1,415	15%
A/C Multi Engine	10	8	25%	156	101	54%	161	-3%
Helicopter	22	18	22%	224	204	10%	200	12%
Turbojet	65	44	48%	463	360	29%	506	-9%
Other Types				2			4	-55%
TOTAL OPERATIONS	174	234	-26%	2,474	2,090	18%	2,287	8%
AVIATION FUEL DISPENSATION								
Avgas (Gals.)	671	1,692	-60%	15,080	13,042	16%	13,995	8%
Jet-A (Gals.)	2,288	3,557	-36%	24,546	27,905	-12%	23,177	6%
TOTAL FUEL	2,960	5,248	-44%	39,625	40,947	-3%	37,172	7%

CODE ENFORCEMENT DIVISION

There were 0 permits issued for new residential work with a construction value of \$0 in the month of October. There were 23 permits for residential additions/alterations with a construction value of \$124,483.00. There were 0 permits issued for new non-residential work with a construction value of \$0 in the month of October. Furthermore there were 7 permits for non-residential additions and/or alterations with a construction value of \$539,940.00. For summation of the month there was a total of 30 building permits issued with a fee structure of \$22,516; 0 demo permits with a fee structure of \$0; 3 fence permits with a fee structure of \$60; 7 mechanical permits with a fee structure of \$366; 3 sign permits with a fee structure of \$60; 12 excavation permits with a fee structure of \$45, 0 manufactured home hookup permits with a fee structure of \$0 and 26 miscellaneous permits and/or approvals issued with a fee structure of \$5,074.00. Throughout October, there were 81 permits and/or approvals issued with a 72% decrease compared to a year ago. The fee structure is \$28,121.00, a 60% decrease compared to a year ago.

Permits	23	10	130%	185	108	71%	96	93%
Value	124,483	38,946	220%	1,312,406	553,603	137%	628,370	109%
Residential Garages/Carports 438								
Permits		2	-100%	5	12	-58%	8	-38%
Value		12,637	-100%	77,901	106,669	-27%	81,678	-5%
TOTALS - RES. ADD/ALTERATIONS								
Permits	23	12	92%	190	120	58%	104	83%
Value	124,483	51,583	141%	1,390,307	660,272	111%	710,048	96%
NEW NONRESIDENTIAL								
Amusement & Recreation 318								
Permits							1	-100%
Value							228,794	-100%
Churches & Religious 319								
Permits							0	-100%
Value							279,826	-100%
Industrial Buildings 320								
Permits								
Value								
Auto Service & Repair 322								
Permits							0	-100%
Value							20,532	-100%
Hospitals & Institutions 323								
Permits							0	-100%
Value							186,000	-100%
Offices 324								
Permits				1	1		1	67%
Value				1,924,600	10,000	19146%	112,651	1608%
Schools & Education 326								
Permits								
Value								
Commercial Buildings (Retail) 327								
Permits				1			1	25%
Value				428,119			370,323	16%
Public Works & Utilities 325								
Permits					2	-100%	0	-100%
Value					12,001,939	-100%	2,400,388	-100%
Other Buildings 328								
Permits				2	2		10	-81%
Value				236,517	46,602	408%	438,855	-46%
Structures 329								
Permits							6	-100%
Value							71,171	-100%
TOTALS - NEW NONRESIDENTIAL								
Permits				4	5	-20%	20	-80%
Value				2,589,236	12,058,541	-79%	4,108,540	-37%
NONRESIDENTIAL ADD/ALTERATIONS								
Nonresidential Add/Alterations 437								
Permits	7	1	600%	40	35	14%	40	0%

Value	539,940	1,330	40497%	3,416,452	2,066,356	65%	2,932,307	17%
DEMOLITIONS								
Single-Family 645								
Two-Family 646								
Three & Four Family 647								
Five or More Family 648								
Others 649							0	-100%
PERMITS AND FEES								
Building								
Permits	30	13	131%	237	162	46%	165	44%
Fees	22,516	2,250	901%	197,329	96,036	105%	121,627	62%
Demolitions								
Permits				7	4	75%	6	17%
Fees				167	94	78%	141	18%
Fence								
Permits	3	4	-25%	75	54	39%	65	15%
Fees	60	80	-25%	1,500	1,080	39%	1,280	17%
Mechanical								
Permits	7	10	-30%	45	61	-26%	43	5%
Fees	366	317	15%	1,547	1,730	-11%	1,490	4%
Sign								
Permits	3			17	27	-37%	25	-31%
Fees	60			580	740	-22%	716	-19%
Excavation								
Permits	12	3	300%	74	57	30%	61	21%
Fees	45	60	-25%	580	600	-3%	653	-11%
Manufactured Home Hookups								
Permits				4	7	-43%	7	-39%
Fees				300	525	-43%	441	-32%
Miscellaneous								
Permits	26	262	-90%	572	746	-23%	456	25%
Fees	5,074	68,070	-93%	144,913	173,241	-16%	94,245	54%
TOTALS - PERMITS AND FEES								
Permits	81	292	-72%	1,031	1,118	-8%	828	25%
Fees	28,121	70,777	-60%	346,916	274,046	27%	220,592	57%

PARKS, LIBRARY AND RECREATION DEPARTMENT

OCTOBER 2012 MONTHLY REPORT

DEPARTMENT OVERVIEW

There were no pavilion reservations made in October for a year-to-date total of 179. There were five facility reservations prepared during October.

The year-to-date total for Tree Removal program is \$2,250. The year-to-date total for the Tree Planting program is \$574.89.

The Department secretary attended PLR staff, secretary and newsletter meetings during the month. She prepared and distributed PLR news releases to media and answered the phone five times for the HR Dept. She also changed the tape once for the IT Tech. Department secretary attended the NJC Workshop on Customer Service at NJC.

10-3-12 Director and department secretary participated in the SWellness Health Fair.

10-3-12 Director attended the Literacy Board meeting

10-4-12 Director and department secretary attended the SWellness Lunch and Learn.

10-9-12 Director and department secretary attended the PLR Board meeting. Items discussed were: change of venue for the November Board meeting; Bicycle Trail; Relay for Life Event and Wine and Beer at the Overland Trail Museum.

10-10-12 Attended a demonstration on Omnitech at the Recreation Center.

10-18-12 Director and Library Superintendent VanDusen attended the CAL Conference at Keystone.

10-24-12 Director attended the CIRSA Webinar on Civil Rights.

10-25-12 Director met with City Manager.

10-29-12 Director and department secretary attended the insurance meeting.

PARKS, CEMETERY, AND FORESTRY

Parks – Mowing and irrigation operations for the month of October continued as scheduled, slowing down due to the colder weather. NJC and the SHS practiced and played a couple of games throughout the month. Spraying operations were taken care of as needed. There were a total of two pavilion/facility reservations for October. Installation of the north softball infield was completed on October 10, 2012. Application of the park's fertilizer was completed on October 5. Winterization of the parks sprinkler systems was finished on October 30. The removal of the Pioneer park north playground began on October 22. The PCF crews were greeted with the first measurable snow of the year on Oct. 25 and 26.

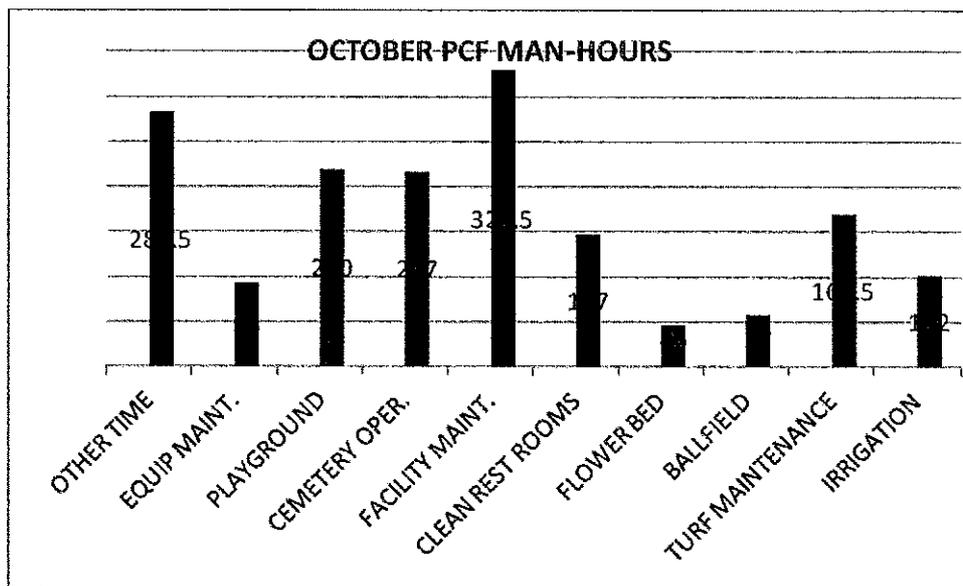
Cemetery – Cemetery visitations slowed down in the month of October, due to the change in seasons. There were twelve grave openings and closings, three cremation and nine full burials.

Eight grave spaces were sold and seventy-three grave spaces were repaired by the cemetery crew. Facility and grounds maintenance continued as scheduled. Winterization of the sprinklers and fertilizing; of the cemetery; were concluded by Oct. 15. On October 25, Superior Construction was awarded the bid for the installation of insulation in the cemetery shop. Construction will begin around November 15, 2012.

Forestry – The forestry truck was repaired and the crew went back to working on action requests.

Ongoing PCF projects:

- Perform all routine maintenance activities as necessary.
- Prepare the mowers for winter snow removal.
- Complete Forestry Action Requests as needed.
- Preparation and hanging of the Christmas decorations.
- Installation of the Pioneer Park west playground.
- Installation of the insulation in the cemetery shop.



The graph denotes man-hours used during the month of October.

DESCRIPTION	Oct 2012	Oct 2011	Oct Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
PARKS								
Man-hours of equip maint (all PCF)	93	72	30%	1,381	1,055	31%	1,393	-1%
Facility reservations	2	5	-60%	201	355	-43%	246	-18%
Restroom cleanings/inspections	147	141	4%	1,516	1,173	29%	1,539	-2%
Man-hours of ballfield preparation	57	17	235%	1,361	1,696	-20%	1,500	-9%
CEMETERY								
Opening/Closing	12	7	71%	88	96	-8%	91	-4%
Cremains - Opening/Closing	3	5	-40%	37	34	9%	36	3%
Spaces sold	8	4	100%	51	44	16%	50	2%
Monument permits		5	-100%		186	-100%	167	-100%
Graves repaired/raised	73	53	38%	1,005	846	19%	838	20%
Niches Sold	2			21	24	-13%	18	18%
FORESTRY								
Trees trimmed	116	12	867%	589	263	124%	615	-4%
Trees removed	12	10	20%	134	75	79%	149	-10%
Action Requests completed	7	2	250%	49	38	29%	74	-34%
Trees planted				37	57	-35%	67	-45%
Stumps removed by contract				37			33	11%

LIBRARY

The patron count for Sterling Public Library from Oct. 1 through Oct. 31, 2012 was 4,864.

The library had 9 Community Servants for a total of 142 hours of community service. Nine volunteers worked 52.5 hours. Total volunteer hours for the month of October were 194.5.

Sterling Public Library made 237 interlibrary loan requests of other libraries and received 161 items. Other libraries made 206 interlibrary loan requests and Sterling Public Library loaned 236 items. Lending libraries were unable to fill 44 requests and Sterling Public Library was unable to fill 30 requests. Total interlibrary loan requests were 443 and 397 items were circulated.

Jo Ann Conter resigned as the Literacy Coordinator. October statistics will be included in November.

Sandy Van Dusen attended the Pushing the Limits workshop in Portland, OR on Oct. 8th and 9th. The workshop provided training for the programs that will be provided by the library in 2013.

Sandy Van Dusen and Jody Hungenberg attended the CAL Conference in Keystone October 18 – 20, 2012. There were a variety of sessions to attend.

Cheryl provided stories and activities for Our Time. Six attended on Oct. 4th and 8 on Oct. 18th.

Fright Night was held on Oct. 25th with 21 kids and 10 adults attending. Denise told Halloween stories and kids made spider webs, ghosts and bats.

Denise Ladd attended a Colorado History Kit workshop in Ft. Morgan on Oct. 26th. The library will provide an outreach service to area schools in 2013 using the kits.

PROJECT UPDATE:

Technology continues to be an important part of the library. Two thousand one hundred ninety nine patrons signed up and used the Internet and public access computers during October.

There were 97 children who called Dial-a-Story during October. Connie Chambers, Margie Peake, Dorothy Schreyer and Pam Kentfield read stories during the month. The stories can be heard by calling 522-6808

During the month the library sponsored an array of programs centered around the Northern Colorado Common Read book, Unbroken by Laura Hillenbrand. Following are the programs and their attendance:

Oct. 9	Book discussion	13	
Oct. 16	Baseball Hot Dogs	10 kids	9 adults
Oct. 18	Smile!	35	
Oct. 25	Book discussion	10	
Oct. 29	What's Happening at Home	16	

DESCRIPTION	Oct 2012	Oct 2011	Oct Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
Books Checked Out	8,444	8,762	-4%	91,452	96,329	-5%	82,153	11%
Digital check out	599			5,840				
In-house Circulation	482	453	6%	5,047	9,794	-48%	10,945	-54%
Volunteer Hours	53	10	425%	480	103	366%	159	203%
Story Time Attendance	152	117	30%	686	676	1%	448	53%
Summer Reading Program				659	680	-3%	688	-4%
Reference Questions	624	697	-10%	6,272	9,460	-34%	8,441	-26%
Books Placed on Hold	572	657	-13%	5,398	6,192	-13%	3,676	47%
Inter-Library Loans								
Borrowed requests	237	238	0%	2,204	2,374	-7%	1,994	11%
Loaned requests	206	171	20%	1,898	2,146	-12%	1,852	2%
Total	443	409	8%	4,102	4,520	-9%	3,844	7%
Library Meeting Room Use	35	20	75%	280	122	130%	155	81%
Patrons Using Facility	4,864	4,767	2%	48,637	46,827	4%	46,802	4%
Hours Tutoring		116	-100%	1,891	1,085	74%	1,282	47%
Internet use	2,199	2,140	3%	21,714	19,442	12%	17,701	23%

RECREATION DIVISION

RECREATION DIVISION

FALL YOUTH VOLLEYBALL: Practice began the week of August 26th and the program ended October 27th. This was the 13th year for this program. It has grown from 13 teams with just over 100 participants in 2000, to 48 teams and 379 participants in 2012. This is down 27 players from 2011. The 96 matches played in October accounted for 768 player and 5,760 spectator visits to the Sterling Middle School and N.J.C.

FALL WOMEN'S VOLLEYBALL: Fall Women's Volleyball started the week of Sept. 17th and continued through November 5th. There were 14 teams competing. This is the same number of teams as there were in 2011. There are 4 teams in the "Women's A" division, 5 teams in the "Women's Upper B" division and 5 teams in the "Women's B" division. No teams registered for the "Co-Rec." or "Men's" Divisions, so the leagues did not run. A total of 34 league matches were played in October which accounted for 204 player and 340 spectator visits to the Sterling Middle School and N.J.C.

YOUTH BASKETBALL: Registration for youth basketball took place in October. Advertising for officials and scorekeeper positions also took place. Equipment was inventoried and ordered. We have a coaches' clinic scheduled for November 18th at N.J.C. from 2:00 - 4:00 p.m., where we try to get coaches on board with us to implement the program. Yearly concussion training is required for all youth sports coaches. There will also be two mandatory official's clinics to try and help officials understand the rules better and control play during games. The official's clinics will take place on Dec. 27th and on January 3rd, from 3:00 - 5:00 p.m., at Wally Post Gym.

RECREATION CENTER

TRICK OR TREAT STREET: The Sterling Recreation Center held the annual "Trick Or Treat Street" on Halloween evening from 5:00 p.m. to 8:00 p.m. The event was sponsored by generous donations from 82 local businesses! There were 4 more sponsors this year than there were last year. This year sponsors donated \$30 instead of \$25. Over \$2,460 worth of donation money was used to purchase supplies including over \$2,000 worth of candy. Treats were handed out free to all costumed children 12 and under.

Last year we moved the location of the event from upstairs at the Recreation Center to the Recreation Center's inside and outside pool deck, which proved to be very successful. Many positive comments were received about the event's location, the ease of going through, and the decorations themselves. This year the weather for the event was perfect again! The turnout was extremely high, with over 3,000 kids and parents passing through 12 different themed donation stations. Our theme was "A Haunted Graveyard." Inside the Recreation Center it was decorated with many hand painted scenes. Large branches and decorations were brought in to make the cement patio appear to be a graveyard. The lifeguards were dressed up like characters from Night of The Living Dead which included: mummies, vampires, and many other undead characters. The exterior of the Recreation Center was fully decorated with props from previous years Trick or Treat Street themes, air filled decorations, and wooden props.

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

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

RACQUETBALL & WALLYBALL LEAGUES: Racquetball and Wallyball leagues began the week of October 28th. There are 6 participants in the Men's Open racquetball division, which is 4 less players than last year. There are 4 teams in the 2-A-SIDE wallyball division, which is the same number of teams as last year. There are 8 teams in the CO-REC wallyball division, which is two more teams than last year. There are 4 teams in the WOMAN'S wallyball division, which is the same number of teams as last year.

TOTAL PAID ADMISSIONS: There were 2,052 total paid admissions to the Sterling Recreation Center in October, 2012. This is down 110 patron visits from October, 2011. This is really not a very significant decrease because the weather has been very mild. People are still exercising outside in the unseasonably warm temperatures.

Total paid admissions in October, 2012 do not include 880 children from Re-1 Schools that used the Sterling Recreation Center free due to Intergovernmental Agreements. The RE-1 use breakdown is as follows: 453 students from S.H.S. PE classes, 329 students from S.M.S. PE classes, and another 15 students from other Logan County schools.

FAMILY AND NON-PARTICIPANT ADMISSIONS: These 2 categories were eliminated in January, 2012. Last year, there were 177 individuals in these 2 categories. This year, those 177 individuals' would have paid admission into the Recreation Center under other categories.

CHILD ADMISSIONS: There were a total of 70 Child Admissions to the Recreation Center in October, 2012. This is up 4 participants from October, 2011.

YOUTH ADMISSIONS: There were a total of 325 Youth Admissions to the Recreation Center in October, 2012. This is up 15 participants from October, 2011.

ADULT ADMISSIONS: There were a total of 771 Adult Admissions to the Recreation Center in October, 2012. This is up 52 participants from October, 2011.

SENIOR ADMISSIONS: There were a total of 319 208 Senior Admissions to the Recreation Center in October, 2012. This is up 111 participants from October, 2011.

CITY EMPLOYEE ADMISSIONS: There were a total of 120 City Employee Admissions to the Recreation Center in October, 2012. This is down 31 participants from October, 2011.

YEARLY ADMISSIONS: There were 447 Yearly Pass Admissions to the Recreation Center in October, 2012. This is down 75 participants from October, 2011.

DESCRIPTION	Oct 2012	Oct 2011	Oct Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
WINTER								
Volleyball Teams							20	-100%
Volleyball Participants							496	-100%
Volleyball Spectators							843	-100%
Adult Basketball Teams				52	46	13%	39	33%

Adult Basketball Participants			1,212	920	32%	1,032	17%
Adult Basketball Spectators			2,020	1,840	10%	1,428	41%
Youth Basketball Teams			176	174	1%	178	-1%
Youth Basketball Participants			6,704	9,744	-31%	12,582	-47%
Youth Basketball Spectators			13,320	15,660	-15%	14,790	-10%
Adult Basketball Tourn. Teams				28	-100%	31	-100%
Adult Basketball Tourn. Participants				210	-100%	333	-100%
Adult Basketball Tourn. Spectators				420	-100%	448	-100%
Open Gym Participants							
Denver Nugget Basketball Skills Challenge						15	-100%
Santa at the Center Participants							
Spring							
Volleyball Teams			46	72	-36%	75	-39%
Volleyball Participants			1,472	1,824	-19%	2,220	-34%
Volleyball Spectators			1,840	2,280	-19%	2,403	-23%
Summer							
Adult Softball Teams			78	81	-4%	91	-14%
Adult Softball Participants			4,380	5,060	-13%	4,818	-9%
Adult Softball Spectators			3,670	5,460	-33%	7,436	-51%
Wildcat Softball Teams			96	87	10%	83	16%
Wildcat Softball Participants			2,900	3,404	-15%	3,790	-23%
Wildcat Softball Spectators			6,860	8,760	-22%	9,164	-25%
Pet Show Participants			10	11	-9%	13	-24%
Rockies Baseball Skills Challenge			20	15	33%	19	3%
July 4th Dance Attendance			200	400	-50%	480	-58%
July 4th Fireworks Attendance				5,000	-100%	5,600	-100%
Lessons Lessons			18	11	64%	2	718%
Tennis Leagues							
Fall							
Softball Teams			24	18	33%	29	-18%
Softball Participants			1,014	792	28%	1,416	-28%
Softball Spectators			1,440	1,080	33%	1,264	14%
Volleyball Teams	14	14	28	28		28	1%
Volleyball Participants	204	440	300	800	-63%	611	-51%
Volleyball Spectators	340	370	500	670	-25%	906	-45%

Punt, Pass & Kick Participants				15	-100%	14	-100%	
Open Gym Participants								
Youth Volleyball Teams	48	48		96	144	-33%	92	4%
Youth Volleyball Participants	768	2,880	-73%	1,152	3,840	-70%	2,894	-60%
Youth Volleyball Spectators	5,760	5,760		8,640	8,640		6,978	24%
Trick or Treat Street Participants	3,000	3,000		3,000	3,000		2,940	2%

OVERLAND TRAIL MUSEUM

Attendance at the Museum during the month of October was 660 visitors representing 23 states and 1 foreign country. Attendance this month was up considerably over October attendance the past 5 years.

We have had six facility rentals this month; two weddings, two business meetings, a breakfast and tour for the volunteers from the Visitors Information Center, and an evening catered event for the Colorado County treasurers.

Kay attended the first of two training workshops in Aspen for the Smithsonian exhibit "Journey Stories," which will be exhibited at the Overland Trail next October. The training included some information on oral history, which was very helpful, as we begin the oral history project at this museum. We received written materials such as brochures, training manuals, postcards and promotional material at this workshop. The next workshop will be in June of 2013 and will be an actual installation training for the exhibit.

Work has continued this month on the Lawrie Tannery. The belts are now being installed and the final pieces of machinery repaired.

Kay met with David McClain at the Journal Advocate to look at the newspaper archives which the JA would like to donate to the museum. They would also like to donate the large rolling cabinets where the newspapers are stored. Wayne and Darin went and looked and measured the cabinets and feel that they could be moved and reinstalled at the Museum.

The annual program "Another Night At The Museum" took place on October 13th. Reservations for this program sold out. Children and families took part in the after-dark flashlight treasure hunt after Perry told the story of the mystery at the Museum. This continues to be one of the most popular programs at the Museum.

The museum is already starting to receive requests from teachers for spring programs. This is earlier than usual, which indicates to us that teachers are valuing the hands-on history programs that we are offering. Fleming elementary brought a group to the museum this month rather than waiting until the spring.

Museum Projects

Accessioning artifacts.....Ongoing project
 Archiving obits & anniversaries..... Ongoing project
 Cleaning buildings & artifacts..... Ongoing
 Archive room..... In progress
 Tannery..... In progress
 Research Room..... Plans progressing

Reorganization of photo archives..... In progress
 Concrete work (gutters & sidewalks)..... Bidding in progress

DESCRIPTION	Oct 2012	Oct 2011	Oct Change	YTD 2012	YTD 2011	YTD Change	5 yr YTD Avg	5 yr YTD Change
Numbers of Donors	6	1	500%	31	21	48%	43	-29%
Number of items donated	4	1	300%	88	71	24%	177	-50%
Number of School Visits	1	4	-75%	23	18	28%	21	10%
Number of Students	30	24	25%	895	489	83%	838	7%
Prairie School Students				30	76	-61%	114	-74%
Prairie School Teachers				4	10	-60%	11	-64%
Number of Special Events	1	1		11	18	-39%	12	-5%
Total Attendance of Special Events	45	30	50%	3,577	3,449	4%	3,307	8%
Number of facility rentals	7			19	3	533%	4	428%
Number of Tour Buses				3	3		2	88%
Tour Bus Visitors				75	118	-36%	39	92%
States represented	23	17	35%	194	227	-15%	229	-15%
Foreign Countries Represented	1			19	24	-21%	24	-22%
Total of All Visitors	660	551	20%	10,238	8,785	17%	8,989	14%
Volunteer Hours	38	37	3%	266	563	-53%	566	-53%
Square Foot, Bldg. Maintained	29,766	29,766		297,660	262,660	13%	250,660	19%