

STERLING

A Colorado Treasure

**MONTHLY REPORTS
OCTOBER 2015**

CITY MANAGER

OCTOBER 2015 MONTHLY REPORT

City Manager:

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

- City Attorney meetings for various legal issues and advice
- Attended 2 Regular City Council meetings
- Attended various meetings including the Logan County Economic Development Corporation and the Chamber of Commerce
- Met with representatives of Clean Energy regarding a potential solar farm east of the Department of Corrections
- Visited with representatives of the Tourism Center regarding beautification issues
- Attended four (4) management staff meetings
- Met with representatives of Waste Management regarding residential recycling
- Attended the Northeastern City/County Managers meeting in Holyoke
- Met with representatives of the Sterling Urban Renewal Authority

Executive Secretary:

The Executive Secretary continues to do the packets for Council. Connie assembled the 2016 proposed budget for Council. There was one proclamation for the Mayor's signature and no amplified permits for October.

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 clerical staff weekly meetings.

Sterling Emergency Communications Center:

- Communications Center handled 2,283 calls for service during the month of October 2015, a 1 percent increase from the 2,269 calls received in October 2014.
- Sterling Police Department handled 1,251 calls for service in October 2015, a 5 percent increase compared to 1,188 calls for service received in October 2014.
- Logan County Sheriff's Office received 683 calls for service in October 2015, a 10 percent decrease compared to 757 calls for service received in October 2014.
- Crook Fire Department handled 17 calls for service in October 2015 compared to 9 calls for service in October 2014.
- Fleming Fire received 6 calls for service in October 2015 compared to 4 calls for service in October 2014.
- Merino Fire handled 12 calls for service in October 2015 compared to 8 calls for service in October 2014.
- Peetz Fire handled 5 calls for service in October 2015 compared to 3 calls for service in October 2014.

- Sterling Fire handled 245 calls for service in October 2015, a 31 percent increase compared to 187 calls handled in October 2014.

DESCRIPTION	Oct	Oct	Oct	YTD	YTD	YTD
	2015	2014	Change	2015	2014	Change
ACTIVITIES						
CALLS for SERVICE						
STERLING DISPATCH	2,283	2,269	1%	23,161	20,945	11%
CITY OF STERLING	1,251	1,188	5%	12,236	10,838	13%
LOGAN COUNTY	683	757	-10%	7,018	7,032	0%
STERLING FIRE 07530	245	187	31%	2,308	2,000	15%
CROOK FIRE 07505	17	9	89%	99	114	-13%
FLEMING FIRE 07515	6	4	50%	56	47	19%
MERINO FIRE 07522	12	8	50%	145	139	4%
PEETZ FIRE 07525	5	3	67%	29	25	16%

Information Technology Specialist (ITS):

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

ITS Anderson assisted several departments with computer, phone, e-mail, printer issues, and website changes. She took one computer in for repair and restored two files from back up for Public Works. Mary Ann assisted Electrician, Rachel Neece with a new computer set up and connections to HVAC systems in several buildings. The police/dispatch file server was not connecting on a Sunday afternoon. The ITS sent time change reminder and instructions to Dispatch for AS400 systems.

ITS Anderson met with Deb Forbes and the New World Systems Logos/Admin customer care representative, Christopher Vargo. New World Systems has merged with Tyler Technologies.

The hardware was received for NWS message switch for NCIC, Landtonics scan device, camera, label printer, etc. for the LCSO property module. Staff has a lot of training and work time scheduled with NWS in November.

Mary Ann attended the monthly SWellness meeting and prepared flyers and information for the upcoming activities. The City Employee Health Fair was October 14. There were 37 blood draws and 57 flu shots. The Web Group committee met for a demo from a website company. She also attended the Christmas parade float meeting.

CITY ATTORNEY

OCTOBER 2015 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. The Deputy City Attorneys attend meetings as required for their respective positions.

The paralegal attends 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. 10-1-15, Series of 2015 – A Resolution before the City of Sterling, Logan County, Colorado, approving an Employment Agreement with Jay M. Brammer as Chief Municipal Judge.

Resolution No. 10-2-15, Series of 2015 – A Resolution before the City of Sterling, Logan County, Colorado, approving a Contract with the State of Colorado for the use and benefit of the Colorado Department of Transportation for a construction project that includes a sidewalk and storm sewer pipe at County Road 370.

Resolution No. 10-3-15, Series of 2015 – A Resolution before the City of Sterling, Logan County, Colorado, approving a Contract with the State of Colorado for the use and benefit of the Colorado Department of Transportation for maintenance of the completed construction project that includes a sidewalk and storm sewer pipe at County Road 370.

Prepared the following Ordinances:

Ordinance No. 9, Series of 2015 – An Ordinance granting a Non-Exclusive Electric Line – Right of Way to Highline Electric Association.

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 seven charges. Defendants were found guilty on three charges, a defendant was found not guilty on one charge because the witness did not appear, two defendants were granted a deferred judgment, and one charge was dismissed. One defendant failed to appear and one defendant requested a continuance. Six defendants entered into a deferred judgment stipulation and three charges were dismissed prior to trial. 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 renewal of liquor license and one application for new Tavern Liquor License.

MISCELLANEOUS:

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

The City Attorney's office continues to work on the follow-up to the Development Agreement with Cobblestone, including execution of the Agreement by the City, assembling survey plats for delivery to Cobblestone, and ordering the title insurance commitment. This office also is working on the leasing of the "Scalva" farm, including preparation of the bid packet and preparation and publication of the notice.

The paralegal does research, drafts documents and pleadings, and performs all other 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

OCTOBER 2015 MONTHLY REPORT

The Finance Department assisted 2,981 customers during the month of October 2015. This compares to 3,145 customers in October 2014. This number does not include the contacts made by the Director of Finance. There were on average 136 customer contacts per day for October 2015. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in October 2015 in comparison to October 2014.

The General Fund revenues for the month of October 2015 amounted to \$1,083,510.14. The revenue for the month ended October 2014 in the General Fund amounted to \$1,022,337.32. Expenditures for the General fund for the month ending October 31, 2015 amounted to \$1,325,446.36 and for the same period in 2014 the expenditures were \$1,257,473.03.

Cash in all City funds totaled \$3,689,624.68 on October 31, 2015 and for October 31, 2014 on hand was \$1,979,930.68. On October 31, 2015 the City of Sterling had outstanding a total of \$20,311,363.77 in investments, this amount is for all funds. This breaks down to \$206,257.16 in Certificates of Deposit, \$20,004,571.85, ColoTrust Plus and \$100,534.76 in Money Market.

There were \$1,697,700.75 worth of checks issued in October 2015 for all funds; this compares to \$1,814,545.83 for the same period in 2014. There were 7000.3 gallons of gasoline and diesel used in the month of October 2015 for all City operations. This compares to 6846.8 gallons of gasoline and diesel used in October 2014.

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

Investment Breakdown

2015

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.	10/31/15
General Fund:				
Colostrust Plus	\$3,764,078.18	\$920,000.00	\$540,575.13	\$3,384,653.31
Colostrust Plus - Seizure Money	\$7,534.79	\$0.00	\$1.31	\$7,536.10
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$3,771,612.97	\$920,000.00	\$540,576.44	\$3,392,189.41
Hotel Tax Fund:				
Colostrust Plus	\$585,375.29	\$18,000.00	\$18,104.26	\$585,479.55
TOTALS	\$585,375.29	\$18,000.00	\$18,104.26	\$585,479.55
Water Fund:				
Colostrust Plus	\$6,887,744.42	\$110,000.00	\$331,261.79	\$7,109,006.21
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$6,887,744.42	\$110,000.00	\$331,261.79	\$7,109,006.21
Sanitation Fund:				
Colostrust Plus	\$364,743.42	\$0.00	\$65.63	\$364,809.05
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$364,743.42	\$0.00	\$65.63	\$364,809.05
Sewer Fund:				
Colostrust Plus	\$4,318,322.10	\$340,000.00	\$50,742.84	\$4,029,064.94
Certificates of Deposit	\$206,257.16	\$0.00	\$0.00	\$206,257.16
Money Market	\$100,532.28	\$0.00	\$5.04	\$100,537.32
TOTALS	\$4,625,111.54	\$340,000.00	\$50,747.88	\$4,335,859.42
Perpetual Care Fund:				
Colostrust Plus	\$187,670.97	\$0.00	\$33.78	\$187,704.75
TOTALS	\$187,670.97	\$0.00	\$33.78	\$187,704.75

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	10/31/15
Library Improvement Fund:				
Colostrust Plus	\$30,999.90	\$4,000.00	\$5.16	\$27,005.06
TOTALS	\$30,999.90	\$4,000.00	\$5.16	\$27,005.06
Conservation Trust Fund:				
Colostrust Plus	\$46,950.33	\$0.00	\$8.45	\$46,958.78
TOTALS	\$46,950.33	\$0.00	\$8.45	\$46,958.78
Karl Falch Library Trust Fund:				
Colostrust Plus	\$31,206.42	\$0.00	\$5.60	\$31,212.02
TOTALS	\$31,206.42	\$0.00	\$5.60	\$31,212.02
Employee Self-Insurance Fund:				
Colostrust Plus	\$563,774.63	\$0.00	\$101.48	\$563,876.11
TOTALS	\$563,774.63	\$0.00	\$101.48	\$563,876.11
Service Center Fund:				
Colostrust Plus	\$528,461.56	\$18,000.00	\$35,098.54	\$545,560.10
TOTALS	\$528,461.56	\$18,000.00	\$35,098.54	\$545,560.10
Old Hire Police Pension Fund:				
Colostrust Plus	\$471,853.84	\$13,000.00	\$83.49	\$458,937.33
TOTALS	\$471,853.84	\$13,000.00	\$83.49	\$458,937.33
Risk Management Fund:				
Colostrust Plus	\$715,931.99	\$10,000.00	\$128.21	\$706,060.20
TOTALS	\$715,931.99	\$10,000.00	\$128.21	\$706,060.20
Capital Equipment Fund:				
Colostrust Plus	\$1,184,751.53	\$50,000.00	\$50,215.54	\$1,184,967.07
TOTALS	\$1,184,751.53	\$50,000.00	\$50,215.54	\$1,184,967.07

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	10/31/15
Capital Improvement Fund:				
Colotrust Plus	\$771,602.40	\$0.00	\$138.87	\$771,741.27
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$771,602.40	\$0.00	\$138.87	\$771,741.27
 Grand Totals All Funds:				
Colotrust Plus	\$20,461,001.77	\$1,483,000.00	\$1,026,570.08	\$20,004,571.85
Certificates of Deposit	\$206,257.16	\$0.00	\$0.00	\$206,257.16
Money Market	\$100,532.28	\$0.00	\$5.04	\$100,537.32
Grand Total	\$20,767,791.21	\$1,483,000.00	\$1,026,575.12	\$20,311,366.33

GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

10/31/2015

BALANCE SHEET

ASSETS:

Cash	\$304,971.37
Flex Cash Account	\$9,951.43
Petty Cash	\$1,080.00
Cash with County Treasurer	\$15,650.61
Accounts Receivable	\$187,194.26
Accounts Receivable - McKinley St	\$49.28
Taxes Receivable	\$52,898.74
Sales Tax Receivable	\$743,087.98
Property Tax Receivable	\$1,046,024.00
Loan Receivable - Curb	\$4,856.62
Investments	\$3,384,653.31
Investment - Federal Seizure	\$7,536.10
Prepaid Fuel	\$9,026.69
Prepaid Fuel - Airport	\$11,934.85
Postage Clearing Account	\$2,951.04
Prepaid Prisoner Housing	\$41,670.00
Sales Tax Clearing	-\$9.97

TOTAL ASSETS

\$5,823,526.31

LIABILITIES:

Ded/Ben Clearing Account	\$377.79
Accounts Payable	\$412,289.72
Accounts Payable - Logan County	\$8,530.91
Accrued Salaries	\$220,996.83
Court Bonds	\$1,515.00
Restitution Clearing Account	\$972.02
Seizures	\$600.00
Deferred Revenue	\$1,040,136.00
Unearned Revenue	\$7,888.00

TOTAL LIABILITIES

\$1,693,306.27

FUND BALANCE:

Reserve for Museum (Bernice Sanders)	\$28,366.29
Reserve for Museum (Exhibits)	\$42,505.32
Designated for Arts	\$70,000.00
Unreserved Fund Balance	\$3,216,558.68
Excess Revenue over Expenditures	\$772,789.75

TOTAL FUND BALANCE

\$4,130,220.04

**TOTAL LIABILITIES
& FUND BALANCE**

\$5,823,526.31

GENERAL FUND

10/31/2015

<u>REVENUES:</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Real & Personal Prop. Tax	\$1,055,002.00	\$2,634.60	\$1,040,584.60	\$14,417.40
Road & Bridge Fund Taxes	\$100,000.00	\$0.00	\$82,644.03	\$17,355.97
Auto Ownership Taxes	\$120,000.00	\$9,755.71	\$106,627.13	\$13,372.87
Sales Tax	\$6,775,000.00	\$603,724.99	\$6,066,839.99	\$708,160.01
Vehicle Use Tax	\$275,000.00	\$30,307.47	\$283,708.13	-\$8,708.13
Building Material Use Tax	\$70,000.00	\$28,436.35	\$140,951.23	-\$70,951.23
Sales Tax Rebate	\$58,000.00	\$4,652.00	\$46,499.00	\$11,501.00
Employment Occupation Tax	\$15,400.00	\$0.00	\$16,700.00	-\$1,300.00
TOTAL TAXES	\$8,468,402.00	\$679,511.12	\$7,784,554.11	\$683,847.89
Franchise Taxes	\$674,500.00	\$44,536.60	\$563,497.64	\$111,002.36
Licenses & Permits	\$189,025.00	\$37,685.96	\$240,768.91	-\$51,743.91
Intergovernmental Revenue	\$2,223,979.00	\$193,279.08	\$1,784,546.08	\$439,432.92
Charges for Service	\$263,825.00	\$14,422.61	\$213,250.77	\$50,574.23
Fines & Forfeits	\$114,700.00	\$10,054.47	\$92,193.08	\$22,506.92
Miscellaneous Revenue	\$616,523.00	\$28,798.30	\$258,721.59	\$357,801.41
Transfer from Other Funds	\$924,491.00	\$75,222.00	\$752,220.00	\$172,271.00
TOTAL OTHER REVENUES	\$5,007,043.00	\$403,999.02	\$3,905,198.07	\$1,101,844.93
GRAND TOTAL REVENUES	\$13,475,445.00	\$1,083,510.14	\$11,689,752.18	\$1,785,692.82

GENERAL FUND

10/31/2015

<u>EXPENDITURES:</u>	BUDGETED	EXPENSES	EXPENSES	
<u>GENERAL GOVERNMENT:</u>	2015	CURRENT MO.	TO DATE	BALANCE
Council	\$59,753.00	\$3,751.28	\$80,791.24	-\$21,038.24
City Manager	\$382,211.00	\$23,003.68	\$246,109.28	\$136,101.72
City Attorney	\$265,423.00	\$18,377.93	\$190,673.05	\$74,749.95
Municipal Court	\$112,494.00	\$7,587.68	\$83,614.13	\$28,879.87
Finance	\$510,855.00	\$53,311.89	\$427,393.44	\$83,461.56
City Hall & Non-Departmental	\$1,609,976.00	\$145,037.88	\$1,407,149.47	\$202,826.53
Personnel	\$227,476.00	\$12,958.75	\$161,694.24	\$65,781.76
TOTAL GENERAL GOVERNMENT	\$3,168,188.00	\$264,029.09	\$2,597,424.85	\$570,763.15
<u>PUBLIC SAFETY:</u>				
Police	\$2,003,867.00	\$140,359.38	\$1,527,823.42	\$476,043.58
Dispatch Center	\$712,344.00	\$58,249.92	\$569,959.13	\$142,384.87
Youth Services	\$119,759.00	\$9,097.99	\$96,449.43	\$23,309.57
Fire	\$1,756,614.00	\$124,826.36	\$1,342,396.65	\$414,217.35
Ambulance Service	\$762,457.00	\$61,590.97	\$604,902.62	\$157,554.38
TOTAL PUBLIC SAFETY	\$5,355,041.00	\$394,124.62	\$4,141,531.25	\$1,213,509.75
<u>PUBLIC WORKS:</u>				
Street	\$2,419,968.00	\$408,458.45	\$1,369,822.07	\$1,050,145.93
Engineering & Operations	\$415,930.00	\$42,127.76	\$321,655.68	\$94,274.32
Airport	\$748,151.00	\$26,640.94	\$457,844.79	\$290,306.21
TOTAL PUBLIC WORKS	\$3,584,049.00	\$477,227.15	\$2,149,322.54	\$1,434,726.46
<u>CULTURE & RECREATION:</u>				
Riverside Cemetery	\$239,295.00	\$18,658.23	\$161,455.32	\$77,839.68
Museum	\$229,245.00	\$12,757.31	\$125,076.74	\$104,168.26
Parks	\$460,910.00	\$39,258.24	\$291,491.35	\$169,418.65
Recreation Center	\$553,518.00	\$32,805.81	\$470,221.85	\$83,296.15
Forestry	\$152,542.00	\$7,723.57	\$98,066.14	\$54,475.86
Rec. Administration	\$537,519.00	\$35,769.45	\$387,584.37	\$149,934.63
Softball	\$47,092.00	\$3,964.99	\$39,341.42	\$7,750.58
Youth Softball	\$13,689.00	\$83.30	\$11,008.80	\$2,680.20
Basketball	\$11,054.00	\$81.00	\$9,016.45	\$2,037.55
Volleyball	\$9,176.00	\$1,108.56	\$6,946.84	\$2,229.16
Tolla Brown Skate Park	\$9,500.00	\$794.90	\$6,179.77	\$3,320.23
Special Events	\$30,500.00	\$1,569.36	\$18,792.40	\$11,707.60
Tennis	\$16,950.00	\$344.39	\$3,780.30	\$13,169.70
Youth Basketball	\$19,678.00	\$138.00	\$13,937.14	\$5,740.86
Youth Volleyball	\$9,993.00	\$2,283.47	\$5,753.69	\$4,239.31
Baseball	\$27,020.00	\$467.56	\$2,635.55	\$24,384.45
Library	\$518,624.00	\$32,257.36	\$377,395.66	\$141,228.34
TOTAL CULTURE & RECREATION	\$2,886,305.00	\$190,065.50	\$2,028,683.79	\$857,621.21
GRAND TOTAL EXPENDITURES	\$14,993,583.00	\$1,325,446.36	\$10,916,962.43	\$4,076,620.57

HOTEL TAX FUND

10/31/2015

<u>REVENUES</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Hotel Tax	\$165,000.00	\$18,880.92	\$184,112.41	-\$19,112.41
Investment Earnings	\$300.00	\$104.26	\$673.11	-\$373.11
Penalty & Interest	\$200.00	\$0.00	\$0.00	\$200.00
TOTAL HOTEL TAX FUND REVENUE	\$165,500.00	\$18,985.18	\$184,785.52	-\$19,285.52

<u>EXPENDITURES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$50.00	\$0.00	\$50.00	\$0.00
Beautification	\$10,000.00	\$21,300.00	\$45,667.90	-\$35,667.90
TOTAL EXPENDITURES	\$10,050.00	\$21,300.00	\$45,717.90	-\$35,667.90

BALANCE SHEET 10/31/2015

<u>ASSETS:</u>				
Cash	\$1,688.74			
Hotel Tax Receivable	\$23,204.93			
Investments	\$585,479.55			
		TOTAL ASSETS		\$610,373.22
<u>LIABILITIES:</u>				
Accounts Payable	\$11,572.18			
		TOTAL LIABILITIES		\$11,572.18
<u>FUND BALANCE:</u>				
Retained Earnings	\$459,733.42			
Excess Revenue over Expenditures	\$139,067.62			
		TOTAL FUND BALANCE		\$598,801.04
		TOTAL LIABILITIES AND FUND BALANCE		\$610,373.22

WATER FUND

10/31/2015

BALANCE SHEET

ASSETS:

Cash	\$292,518.94
Cash with Fiscal Agent	\$1,957,066.13
Accounts Receivable	\$1,590.43
Accounts Receivable - Utility Billing	\$519,813.84
Supply Inventory	\$330,192.45
Investments	\$7,109,006.21
Fixed Assets (Net)	<u>\$33,708,521.94</u>

TOTAL ASSETS

\$43,918,709.94

LIABILITIES:

Accounts Payable	\$69,832.16
Unpaid Compensated Absences	\$21,782.75
Accrued Salaries	\$14,383.98
Accounts Payable Assess Fee	\$7,302.50
Tax rebate payable - Ramada	\$143,458.34
Loan Payable CWRPDA	\$26,070,960.24
Loan Payable Premium	\$627,830.12
Due to Sewer Fund	\$212,984.11
Lease Interest Payable	<u>\$248,167.12</u>

TOTAL LIABILITIES

\$27,416,701.32

FUND BALANCE:

Reserve for Painting	\$690,000.00
Reserve for Capital Replacement	\$4,376,013.00
Retained Earnings	\$11,989,882.41
Excess Revenue over Expenditures	<u>-\$553,886.79</u>

TOTAL FUND BALANCE

\$16,502,008.62

**TOTAL LIABILITIES
AND FUND BALANCE**

\$43,918,709.94

WATER FUND

10/31/2015

<u>REVENUES</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Water Revenue-Inside Residential	\$3,200,000.00	\$297,913.23	\$2,729,101.63	\$470,898.37
Water Revenue-Outside Residential	\$300,000.00	\$25,498.94	\$256,863.03	\$43,136.97
Water Revenue-Inside Commercial	\$1,000,000.00	\$91,629.46	\$851,526.42	\$148,473.58
Water Revenue-Outside Commercial	\$8,000.00	\$1,276.29	\$11,612.27	-\$3,612.27
Water Revenue-Inside Industrial	\$380,000.00	\$32,183.24	\$354,474.59	\$25,525.41
Misc. Water Sales	\$5,000.00	\$565.65	\$3,929.31	\$1,070.69
Surcharge	\$25,000.00	\$3,198.54	\$27,982.52	-\$2,982.52
Service Charges	\$45,000.00	\$3,041.59	\$35,535.06	\$9,464.94
Tapping Charges	\$5,000.00	\$1,335.00	\$4,030.00	\$970.00
Water Div. Services	\$4,000.00	\$543.49	\$5,470.35	-\$1,470.35
Penalties	\$40,000.00	\$5,945.66	\$39,945.72	\$54.28
Investment Earnings	\$3,000.00	\$1,261.79	\$8,921.70	-\$5,921.70
Miscellaneous	\$1,000.00	\$1.22	\$2,273.23	-\$1,273.23
Rents from land	\$160,000.00	\$0.00	\$165,702.87	-\$5,702.87
Water Credits	\$0.00	\$0.00	\$1,297.00	-\$1,297.00
Plant Investment Fees	\$10,000.00	\$6,120.00	\$32,675.00	-\$22,675.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Other Refunds of Expenditures	\$0.00	\$0.00	\$380.00	-\$380.00
TOTAL REVENUES	\$5,186,000.00	\$470,514.10	\$4,531,720.70	\$654,279.30

<u>EXPENDITURES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
<u>WATER LINES:</u>				
Personnel	\$277,468.00	\$21,049.39	\$235,021.38	\$42,446.62
Maintenance & Operation	\$640,722.00	\$78,518.77	\$519,452.71	\$121,269.29
Capital Outlay	\$1,561,000.00	\$11,680.12	\$302,128.31	\$1,258,871.69
Transfer to General Fund	\$137,729.00	\$11,477.00	\$114,770.00	\$22,959.00
TOTAL EXPENDITURES	\$2,616,919.00	\$122,725.28	\$1,171,372.40	\$1,445,546.60

<u>WATER PLANT:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$317,935.00	\$25,841.44	\$218,705.25	\$99,229.75
Maintenance & Operation	\$2,554,832.00	\$120,415.74	\$1,355,053.17	\$1,199,778.83
Capital Outlay	\$62,984.00	\$35,653.89	\$130,477.18	-\$67,493.18
Transfer to General Fund	\$416,913.00	\$34,742.00	\$347,420.00	\$69,493.00
TOTAL EXPENDITURES	\$3,352,664.00	\$216,653.07	\$2,051,655.60	\$1,301,008.40
Debt Service	\$1,862,579.00	\$0.00	\$1,862,579.49	-\$0.49
TOTAL WATER FUND W/DEBT	\$5,215,243.00	\$216,653.07	\$3,914,235.09	\$1,301,007.91

TOTAL EXPENDITURES	\$7,832,162.00	\$339,378.35	\$5,085,607.49	\$2,746,554.51
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SANITATION FUND

10/31/2015

BALANCE SHEET

ASSETS:

Cash	\$230,185.96
Accounts Receivable	\$507.06
Accounts Receivable - Utility Billing	\$55,121.95
Supply Inventory	\$17,882.14
Investments	\$364,809.05
Fixed Assets (Net)	<u>\$1,419.22</u>

TOTAL ASSETS

\$669,925.38

LIABILITIES:

Accounts Payable	\$16.38
Unpaid Compensated Absences	\$8,447.40
Accrued Salaries	<u>\$7,148.19</u>

TOTAL LIABILITIES

\$15,611.97

FUND BALANCE:

Reserve for Equipment	\$28,389.00
Reserve for Capital Replacement	\$995,494.00
Retained Earnings	-\$104,075.20
Excess Revenue over Expenditures	<u>-\$265,494.39</u>

TOTAL FUND BALANCE

\$654,313.41

**TOTAL LIABILITIES
AND FUND BALANCE**

\$669,925.38

SANITATION FUND

10/31/2015

REVENUES:	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sanitation Revenue-Inside	\$475,000.00	\$38,500.14	\$383,382.43	\$91,617.57
Rubbish Collection Fees	\$1,500.00	\$33.00	\$1,931.00	-\$431.00
Sanitation Services	\$0.00	\$0.00	\$62.18	-\$62.18
Penalties	\$5,500.00	\$594.57	\$5,001.80	\$498.20
Investment Earnings	\$1,000.00	\$65.63	\$473.80	\$526.20
Miscellaneous	\$50.00	\$0.00	\$0.00	\$50.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$483,050.00	\$39,193.34	\$390,851.21	\$92,198.79

EXPENDITURES:	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$186,629.00	\$14,794.94	\$138,134.48	\$48,494.52
Maintenance & Operation	\$317,143.00	\$32,586.97	\$231,051.12	\$86,091.88
Capital Outlay	\$224,190.00	\$0.00	\$224,190.00	\$0.00
Transfer to General Fund	\$75,566.00	\$6,297.00	\$62,970.00	\$12,596.00
TOTAL EXPENDITURES	\$803,528.00	\$53,678.91	\$656,345.60	\$147,182.40

SEWER FUND

10/31/2015

BALANCE SHEET

ASSETS:

Cash	\$242,499.50
Accounts Receivable	\$122.08
Accounts Receivable - Industrial	\$19,966.14
Accounts Receivable - Utility Billing	\$162,627.86
Due From Water Fund	\$212,984.11
Supply Inventory	\$85,544.39
Investments	\$4,335,859.42
Fixed Assets (Net)	\$9,315,176.18

TOTAL ASSETS

\$14,374,779.68

LIABILITIES:

Accounts Payable	\$3,208.31
Unpaid Compensated Absences	\$19,011.37
Accrued Salaries	\$11,845.23
Tax rebate payable - Ramada	\$87,863.37
Loan Payable CWRPDA	\$353,251.80
Interest Payable	\$5,282.24

TOTAL LIABILITIES

\$480,462.32

FUND BALANCE:

Reserve for Capital Projects	\$111,784.00
Reserve for Trunk Line Replacement	\$214,931.45
Reserve for Lagoons	\$390,361.26
Reserve for Capital Replacement	\$10,477,350.00
Retained Earnings	\$3,423,094.33
Excess Revenue over Expenditures	-\$723,203.68

TOTAL FUND BALANCE

\$13,894,317.36

**TOTAL LIABILITIES
AND FUND BALANCE**

\$14,374,779.68

SEWER FUND

10/31/2015

<u>REVENUES:</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sewer Revenue-Inside Residential	\$992,000.00	\$81,458.26	\$818,180.56	\$173,819.44
Sewer Revenue-Outside Residential	\$104,000.00	\$8,770.77	\$88,216.92	\$15,783.08
Sewer Revenue-Inside Commercial	\$346,000.00	\$30,958.18	\$298,323.61	\$47,676.39
Sewer Revenue-Outside Commercial	\$3,200.00	\$335.23	\$3,281.07	-\$81.07
Sewer Revenue-Inside Industrial	\$245,000.00	\$20,088.22	\$163,723.55	\$81,276.45
Tapping Charges	\$1,650.00	\$0.00	\$1,100.00	\$550.00
Sewer Division Charges	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Penalties	\$14,500.00	\$1,597.19	\$12,708.93	\$1,791.07
Investment Earnings	\$5,000.00	\$789.66	\$5,838.36	-\$838.36
Miscellaneous	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Outside Billing	\$2,400.00	\$0.00	\$0.00	\$2,400.00
Plant Investment Fees	\$10,000.00	\$5,400.00	\$40,667.00	-\$30,667.00
Sale of Asset	\$0.00	\$0.00	\$1,520.00	-\$1,520.00
Compensation for loss	\$0.00	\$0.00	\$0.00	\$0.00
Other Refund of Expenditure	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,728,750.00	\$149,397.51	\$1,433,560.00	\$295,190.00

<u>EXPENDITURES:</u> <u>LINES AND SERVICES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$101,974.00	\$4,205.71	\$50,777.27	\$51,196.73
Maintenance & Operation	\$401,924.00	\$29,279.93	\$315,891.23	\$86,032.77
Capital Outlay	\$880,000.00	\$2,033.00	\$356,983.00	\$523,017.00
Transfer to General Fund	\$75,585.00	\$6,298.00	\$62,980.00	\$12,605.00
TOTAL LINES & SERVICES	\$1,459,483.00	\$41,816.64	\$786,631.50	\$672,851.50
Debt Service	\$201,448.00	\$0.00	\$201,447.66	\$0.34
TOTAL LINES & SERVICES W/DEBT	\$1,660,931.00	\$41,816.64	\$988,079.16	\$672,851.84

<u>TREATMENT FACILITIES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$296,881.00	\$24,930.34	\$242,631.79	\$54,249.21
Maintenance & Operation	\$1,018,023.00	\$75,909.28	\$755,417.32	\$262,605.68
Capital Outlay	\$308,000.00	\$0.00	\$6,555.41	\$301,444.59
Transfer to General Fund	\$196,898.00	\$16,408.00	\$164,080.00	\$32,818.00
TOTAL TREATMENT FACILITIES	\$1,819,802.00	\$117,247.62	\$1,168,684.52	\$651,117.48

TOTAL EXPENDITURES	\$3,480,733.00	\$159,064.26	\$2,156,763.68	\$1,323,969.32
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PERPETUAL CARE FUND

10/31/2015

<u>REVENUES:</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Perpetual Care	\$12,000.00	\$500.00	\$5,750.00	\$6,250.00
Perpetual Care - niches	\$15,000.00	\$0.00	\$4,000.00	\$11,000.00
Investment Earnings	\$200.00	\$33.78	\$244.77	-\$44.77
TOTAL REVENUES	\$27,200.00	\$533.78	\$9,994.77	\$17,205.23

<u>EXPENDITURES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Columbarium	\$0.00	\$0.00	\$0.00	\$0.00
Audit	\$320.00	\$0.00	\$320.00	\$0.00
Niche Engraving	\$5,000.00	\$0.00	\$300.00	\$4,700.00
Transfer to General Fund	\$20,900.00	\$0.00	\$0.00	\$20,900.00
TOTAL EXPENDITURES	\$26,220.00	\$0.00	\$620.00	\$25,600.00

BALANCE SHEET

10/31/2015

<u>ASSETS:</u>				
Cash	\$11,476.36			
Investments	\$187,704.75			
		TOTAL ASSETS		\$199,181.11
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
<u>FUND BALANCE:</u>				
Unreserved Fund Balance	\$189,806.34			
Excess Revenue over Expenditures	\$9,374.77			
		TOTAL FUND BALANCE		\$199,181.11
		TOTAL LIABILITIES & FUND BALANCE		\$199,181.11

LIBRARY IMPROVEMENT FUND

10/31/2015

<u>REVENUES:</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$30.00	\$5.16	\$38.92	-\$8.92
Contributions	\$0.00	\$0.00	\$1,536.20	-\$1,536.20
TOTAL REVENUES	\$30.00	\$5.16	\$1,575.12	-\$1,545.12

<u>EXPENDITURES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$50.00	\$0.00	\$50.00	\$0.00
Equipment	\$0.00	\$0.00	\$4,188.15	-\$4,188.15
TOTAL EXPENDITURES	\$50.00	\$0.00	\$4,238.15	-\$4,188.15

BALANCE SHEET 10/31/2015

<u>ASSETS:</u>			
Cash	\$640.46		
Investments	\$27,005.06		
		TOTAL ASSETS	\$27,645.52
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$30,308.55		
Excess Revenue over Expenditures	-\$2,663.03		
		TOTAL FUND BALANCE	\$27,645.52
		TOTAL LIABILITIES & FUND BALANCE	\$27,645.52

CONSERVATION TRUST FUND

10/31/2015

<u>REVENUES:</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
State Contributions	\$150,000.00	\$0.00	\$70,846.52	\$79,153.48
Investment Earnings	\$200.00	\$8.45	\$127.08	\$72.92
TOTAL REVENUES	\$150,200.00	\$8.45	\$70,973.60	\$79,226.40

<u>EXPENDITURES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Mower	\$30,000.00	\$0.00	\$32,477.80	-\$2,477.80
Turf Machine	\$55,000.00	\$0.00	\$48,254.10	\$6,745.90
Disc Golf	\$2,100.00	\$0.00	\$1,782.00	\$318.00
Fence	\$30,000.00	\$0.00	\$0.00	\$30,000.00
Playground Equipment	\$195,000.00	\$0.00	\$137,999.82	\$57,000.18
Recreation Center Improvements	\$69,900.00	\$0.00	\$49,534.00	\$20,366.00
Recreation Center Lift	\$22,000.00	\$0.00	\$0.00	\$22,000.00
TOTAL EXPENDITURES	\$404,000.00	\$0.00	\$270,047.72	\$133,952.28

**BALANCE SHEET
10/31/2015**

<u>ASSETS:</u>				
Cash	\$4.67			
Investments	\$46,958.78			
		TOTAL ASSETS		\$46,963.45
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
<u>FUND BALANCE:</u>				
Unreserved Fund Balance	\$246,037.57			
Excess Revenue over Expenditures	-\$199,074.12			
		TOTAL FUND BALANCE		\$46,963.45
		TOTAL LIABILITIES & FUND BALANCE		\$46,963.45

KARL FALCH LIBRARY TRUST FUND

10/31/2015

<u>REVENUES:</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$40.00	\$5.60	\$40.94	-\$0.94
TOTAL REVENUES	\$40.00	\$5.60	\$40.94	-\$0.94

<u>EXPENDITURES:</u>	BUDGETED 2015	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 10/31/2015

<u>ASSETS:</u>			
Cash	\$211.11		
Investments	\$31,212.02		
		TOTAL ASSETS	\$31,423.13
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$31,437.19		
Excess Revenue over Expenditures	-\$14.06		
		TOTAL FUND BALANCE	\$31,423.13
		TOTAL LIABILITIES & FUND BALANCE	\$31,423.13

EMPLOYEE SELF-INSURANCE FUND

10/31/2015

<u>REVENUES:</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$700.00	\$101.48	\$735.38	-\$35.38
Employee Premiums	\$213,600.00	\$24,878.44	\$275,008.11	-\$61,408.11
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
City Premiums	\$1,925,952.00	\$129,472.66	\$1,306,300.20	\$619,651.80
TOTAL REVENUES	\$2,140,252.00	\$154,452.58	\$1,582,043.69	\$558,208.31

<u>EXPENDITURES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Wellness	\$0.00	\$1,590.00	\$1,590.00	-\$1,590.00
Premium	\$2,139,552.00	\$156,410.02	\$1,575,474.61	\$564,077.39
FLEX	\$3,000.00	\$185.00	\$1,885.00	\$1,115.00
Audit	\$630.00	\$0.00	\$630.00	\$0.00
Transfer General Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$2,143,182.00	\$158,185.02	\$1,579,579.61	\$563,602.39

BALANCE SHEET

10/31/2015

<u>ASSETS:</u>				
Cash	\$23,541.65			
Investments	\$563,876.11			
		TOTAL ASSETS		\$587,417.76
<u>LIABILITIES:</u>				
Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00
<u>FUND BALANCE:</u>				
Retained Earnings	\$584,953.68			
Excess Revenue over Expenditures	\$2,464.08			
		TOTAL FUND BALANCE		\$587,417.76
		TOTAL LIABILITIES & FUND BALANCE		\$587,417.76

SERVICE CENTER FUND

10/31/2015

<u>REVENUES:</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$500.00	\$98.54	\$610.66	-\$110.66
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$509,778.00	\$42,459.00	\$424,590.00	\$85,188.00
Transfer for Lease Payment	\$234,840.00	\$19,567.00	\$195,670.00	\$39,170.00
TOTAL REVENUES	\$745,118.00	\$62,124.54	\$620,870.66	\$124,247.34

<u>EXPENDITURES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$471,014.00	\$33,755.71	\$291,949.07	\$179,064.93
Maintenance & Operation	\$358,570.00	\$12,107.67	\$111,749.13	\$246,820.87
Capital Outlay	\$13,700.00	\$329.00	\$7,197.13	\$6,502.87
TOTAL EXPENDITURES	\$843,284.00	\$46,192.38	\$410,895.33	\$432,388.67

BALANCE SHEET

10/31/2015

<u>ASSETS:</u>			
Cash	\$14,367.03		
Cash - Bank of Cherry Creek	\$2.60		
Investments	\$545,560.10		
Fixed Assets (Net)	\$1,885,574.01		
		TOTAL ASSETS	\$2,445,503.74
<u>LIABILITIES:</u>			
Accounts Payable	\$2,492.30		
Unpaid Compensated Absences	\$23,531.02		
Accrued Salaries	\$11,041.79		
Lease Payable	\$830,000.00		
Lease Interest Payable	\$3,320.00		
		TOTAL LIABILITIES	\$870,385.11
<u>FUND BALANCE:</u>			
Retained Earnings	\$1,365,143.30		
Excess Revenue over Expenditures	\$209,975.33		
		TOTAL FUND BALANCE	\$1,575,118.63
		TOTAL LIABILITIES & FUND BALANCE	\$2,445,503.74

OLD HIRE POLICE FUND

10/31/2015

<u>REVENUES:</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$800.00	\$83.49	\$701.67	\$98.33
Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$800.00	\$83.49	\$701.67	\$98.33

<u>EXPENDITURES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Pension	\$86,437.00	\$6,029.62	\$67,887.17	\$18,549.83
Capital Outlay	\$182,630.00	\$3,731.20	\$177,821.40	\$4,808.60
TOTAL EXPENDITURES	\$269,067.00	\$9,760.82	\$245,708.57	\$23,358.43

**BALANCE SHEET
10/31/2015**

<u>ASSETS:</u>			
Cash	\$915.94		
Accounts Receivable - FPPA	\$268,752.00		
Investments	\$458,937.33		
Prepaid Contribution	\$87,110.37		
		TOTAL ASSETS	\$815,715.64
<u>LIABILITIES:</u>			
Accounts Payable	\$268,752.00		
		TOTAL LIABILITIES	\$268,752.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$791,970.54		
Excess Revenue over Expenditures	-\$245,006.90		
		TOTAL FUND BALANCE	\$546,963.64
		TOTAL LIABILITIES & FUND BALANCE	\$815,715.64

RISK MANAGEMENT FUND

10/31/2015

<u>REVENUES:</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$900.00	\$128.21	\$991.95	-\$91.95
Miscellaneous	\$5,000.00	\$0.00	\$7,366.99	-\$2,366.99
Compensation for Loss	\$5,000.00	\$0.00	\$24,097.52	-\$19,097.52
Compensation for Loss - Flood	\$0.00	\$0.00	\$8,539.80	-\$8,539.80
Transfer of Reserves	\$297,802.00	\$74,398.00	\$303,235.00	-\$5,433.00
Transfer Workers Comp	\$241,858.00	\$56,313.00	\$241,612.71	\$245.29
TOTAL REVENUES	\$550,560.00	\$130,839.21	\$585,843.97	-\$35,283.97

<u>EXPENDITURES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Claims Paid	\$50,000.00	\$9,817.50	\$30,171.80	\$19,828.20
Expense for Workers Comp	\$241,858.00	\$60,462.75	\$241,851.00	\$7.00
Premium Fees	\$297,802.00	\$74,705.75	\$323,235.65	-\$25,433.65
Flood	\$0.00	\$70,620.05	\$149,157.22	-\$149,157.22
Expense for Unemployment	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Materials & Supplies	\$300.00	\$100.00	\$407.59	-\$107.59
Audit	\$590.00	\$0.00	\$590.00	\$0.00
Transfer to General Fund	\$900.00	\$0.00	\$0.00	\$900.00
TOTAL EXPENDITURES	\$601,450.00	\$215,706.05	\$745,413.26	-\$143,963.26

BALANCE SHEET

10/31/2015

<u>ASSETS:</u>				
Cash	\$13,439.13			
Accounts Receivable	\$6,689.80			
Grants Receivable	\$202,274.27			
Investments	\$706,060.20			
		TOTAL ASSETS		\$928,463.40
<u>LIABILITIES:</u>				
Accounts Payable	\$70,620.05			
		TOTAL LIABILITIES		\$70,620.05
<u>FUND BALANCE:</u>				
Emergency Reserve	\$370,000.00			
Retained Earnings	\$647,412.64			
Excess Revenue over Expenditures	-\$159,569.29			
		TOTAL FUND BALANCE		\$857,843.35
		TOTAL LIABILITIES & FUND BALANCE		\$928,463.40

CAPITAL EQUIPMENT FUND

10/31/2015

<u>REVENUES:</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,400.00	\$215.54	\$1,490.62	-\$90.62
Sale of Asset	\$0.00	\$0.00	\$7,630.00	-\$7,630.00
Compensation for Loss	\$0.00	\$0.00	\$0.00	\$0.00
Other Contributions	\$125,136.00	\$4,462.50	\$134,266.50	-\$9,130.50
Transfer of Reserves	\$555,512.00	\$46,291.00	\$462,910.00	\$92,602.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$682,048.00	\$50,969.04	\$606,297.12	\$75,750.88

<u>EXPENDITURES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$905.00	\$0.00	\$905.00	\$0.00
Police Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Fire Equipment	\$120,808.00	\$36,913.65	\$114,427.82	\$6,380.18
Public Works Equipment	\$174,000.00	\$0.00	\$160,189.00	\$13,811.00
Parks, Lib & Rec Equipment	\$22,000.00	\$0.00	\$19,930.05	\$2,069.95
Non-Dept Equipment	\$378,243.00	\$36,445.00	\$365,632.00	\$12,611.00
TOTAL EXPENDITURES	\$695,956.00	\$73,358.65	\$661,083.87	\$34,872.13

BALANCE SHEET

10/31/2015

Cash	\$16,850.31		
Accounts Receivable	\$4,462.50		
Investments	\$1,184,967.07		
Fixed Assets (Net)	\$2,007,607.04		
		TOTAL ASSETS	\$3,213,886.92
<u>LIABILITIES:</u>			
Accounts Payable	\$27,520.00		
Lease Payable	\$68,913.34		
Lease Interest Payable	\$448.01		
		TOTAL LIABILITIES	\$96,881.35
<u>FUND BALANCE:</u>			
Retained Earnings	\$3,171,792.32		
Excess Revenue over Expenditures	-\$54,786.75		
		TOTAL FUND BALANCE	\$3,117,005.57
		TOTAL LIABILITIES & FUND BALANCE	\$3,213,886.92

CAPITAL IMPROVEMENT FUND

10/31/2015

<u>REVENUES:</u>	BUDGETED 2015	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,000.00	\$138.87	\$1,059.89	-\$59.89
Misc. Income	\$50.00	\$1,474.58	\$1,496.53	-\$1,446.53
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	\$2,448.00	\$201.37	\$2,013.70	\$434.30
Cell One	\$4,182.00	\$0.00	\$4,135.11	\$46.89
Sale of Asset	\$0.00	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$15,197.00	\$1,814.82	\$16,014.83	-\$817.83

<u>EXPENDITURES:</u>	BUDGETED 2015	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Building Improvements	\$100,000.00	\$0.00	\$46,041.00	\$53,959.00
Land Transactions	\$0.00	\$0.00	\$10,987.01	-\$10,987.01
Audit	\$300.00	\$0.00	\$300.00	\$0.00
Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$100,300.00	\$0.00	\$57,328.01	\$42,971.99

BALANCE SHEET
10/31/2015

<u>ASSETS:</u>			
Cash	\$16,349.91		
Accounts Receivable	\$11,435.38		
Investments	\$771,741.27		
		TOTAL ASSETS	\$799,526.56
<u>LIABILITIES:</u>			
Deferred Revenue	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$840,839.74		
Excess Revenue over Expenditures	-\$41,313.18		
		TOTAL FUND BALANCE	\$799,526.56
		TOTAL LIABILITIES & FUND BALANCE	\$799,526.56

HUMAN RESOURCES DEPARTMENT

OCTOBER 2015 MONTHLY REPORT

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

CDL TESTING – CDL Random Drug Screens were not held during October. One (1) pre-employment drug screens conducted during October.

WORKERS' COMPENSATION – The City continues to follow all injury cases that are presented for on-the-job injuries. Twelve (12) claims were filed during October. Eleven claims have been notice only for inhalation during a fire.

JOB OPPORTUNITIES

Positions Open	Positions Filled
Police Officer (2)	Paramedic
Water Treatment Plant Operator	Fire Lieutenant
PCF Superintendent	Public Safety Dispatcher
Custodian (2 part-time)	Fire Lieutenant (1)
Maintenance Worker I (PW/Water	

PERSONNEL BOARD – Personnel Board did not meet in October.

MISCELLANEOUS ACTIVITIES

HR Director met with five (5) applicants and extended conditional job offers. The positions included Paramedic, Firefighter I, SECC and PT Custodian.

HR Director participated in interviews for Public Safety Dispatcher. HR Assistant participated in interviews for Custodian positions.

HR Assistant conducted two (2) orientations during October.

HR Assistant attended MSEC class on Payroll Administration. She also attended a HUB seminar regarding required forms for AFHC for 2015 reporting on W-2 with Finance Assistant.

Open Enrollment for 2016 was conducted by HR Assistant during October. Meetings were set for employees who might have questions to attend. Open enrollment for Flex Plan was set with new provider for Nov. 9. AFLAC open enrollment is set for Nov. 9 and 10.

HR Assistant attended Social Media meeting regarding Facebook pages for the City of Sterling. HR currently has a FB page titled City of Sterling Employment Opportunities. Current openings are posted to this page and shared with Employ Northeast Colorado Facebook page.

Annual evaluations were received from supervisors during October. Evaluation period is September 15 through October 15. A few remain to be returned at the end of October.

MUNICIPAL COURT
OCTOBER 2015 MONTHLY REPORT

DESCRIPTION	Oct 2015	Oct 2014	Oct Change	YTD 2015	YTD 2014	YTD Change	5 yr YTD Avg	5 yr YTD Change
ARRAIGNMENTS	44	51	-14%	471	449	5%	584	-19%
JUVENILE CASES	8	6	33%	87	87		92	-5%
TRAFFIC		1	-100%	5	6	-17%	5	9%
NO INSURANCE							1	-100%
NO SEAT BELT							1	-100%
SPEEDING				2	2		3	-23%
UNDERAGE POSS OF TOBACCO	1	1		3	5	-40%	4	-32%
POSS. OF MARIJUANA/DRUG PARAPHERNALIA	1	1		19	20	-5%	15	28%
THEFT	1			23	10	130%	12	92%
DISTURBING THE PEACE/NOISES	1	2	-50%	6	14	-57%	10	-41%
RESISTING ARREST/FAILURE TO COMPLY							1	-100%
INJURING/DEFACING PROPERTY				5	2	150%	6	-22%
TRESPASSING					4	-100%	5	-100%
UNDERAGE POSS/CONS ALCOHOL/PROCURE	2	1	100%	10	10		18	-46%
CURFEW FOR MINORS	1			7	12	-42%	5	35%
OTHER	1			7	2	250%	6	25%
ADULT CASES	36	45	-20%	384	362	6%	492	-22%
TRAFFIC	4	5	-20%	46	52	-12%	60	-24%
NO INSURANCE				10	18	-44%	31	-68%
NO SEAT BELT				15	28	-46%	53	-72%
SPEEDING	1			9	15	-40%	45	-80%
PARKING	1	5	-80%	19	26	-27%	48	-60%
POSS. MARIJUANA/DRUG PARAPHERNALIA	1	2	-50%	27	23	17%	27	2%
THEFT	9	9		91	69	32%	47	94%
DISTURBING THE PEACE/NOISES	6	2	200%	40	17	135%	19	113%
RESISTING ARREST/FAILURE TO COMPLY	1			11	3	267%	4	189%
INJURING/DEFACING PROPERTY		4	-100%	6	6		7	-19%
TRESPASSING	3	1	200%	24	14	71%	18	33%
UNDERAGE POSS/CONS ALCOHOL	4	12	-67%	24	49	-51%	56	-57%
SALE / PROCUREMENT / OPEN CONTAINER				1	1		4	-76%
OTHER		1	-100%	8	15	-47%	18	-57%
ANIMAL	6	4	50%	53	24	121%	24	117%
NUISANCES					2	-100%	18	-100%
JUVENILE ARR'S FOUND GUILTY	6	4	50%	49	64	-23%	53	-8%
JUVENILE ARR'S DISMISSED				1	2	-50%	16	-94%
JUVENILES PLACED ON PROB/DJ/UPS	7	5	40%	72	82	-12%	62	16%
JUVENILE VIOLS OF PROB/DJ/UPS		1	-100%	8	16	-50%	9	-7%
JUVENILE FTA/PWL				1			49	-98%
ADULT ARR'S FOUND GUILTY	15	22	-32%	146	151	-3%	182	-20%
ADULT ARR'S DISMISSED		2	-100%	11	20	-45%	46	-76%
ADULTS PLACED ON PROB/DJ/UPS	6	12	-50%	73	77	-5%	78	-6%
ADULT VIOLS OF PROB/DJ/UPS				1	3	-67%	13	-92%
ADULT FTA/PWL	2	5	-60%	42	49	-14%	106	-60%

DESCRIPTION	Oct 2015	Oct 2014	Oct Change	YTD 2015	YTD 2014	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	41	33	24%	367	283	30%	364	1%
CONTINUANCE/SET FOR TRIALS/ETC	14			150	100	50%	128	17%
CASES REVIEWED	54	45	20%	479	408	17%	377	27%
TRIALS FOUND GUILTY	10	5	100%	98	58	69%	56	76%
TRIALS FOUND NOT GUILTY	1			2	1	100%	314	-99%
TRIALS DISMISSED	6	6		32	30	7%	63	-49%
NEW CHARGES PROCESSED	87	69	26%	836	733	14%	732	14%
NEW WARRANTS	16	15	7%	145	118	23%	132	10%
DAYS JUVENILES SENT TO DETENTION				2	4	-50%	182	-99%
DAYS ADULTS SENT TO JAIL				19	47	-60%	126	-85%
PAID TICKETS	25	28	-11%	371	366	1%	565	-34%
PAID WITH AUTO POINT REDUCTION	18	18		222	177	25%	167	33%
PAID AS REGULAR TICKET	7	10	-30%	149	189	-21%	270	-45%
FROM PWL TO WARRANT				4			2	100%

POLICE DEPARTMENT

2015 MONTHLY REPORT

During October 2015, the police department responded to 1,251 Calls for Service, a five percent increase over the 1,188 Calls for Service responded to in October of 2014. The year-to-date calls for service at the end of October 2015 were 12,237, a 13 percent increase over the 10,840 noted at the end of October 2014.

Officers responded to 17 traffic accidents during the month of October, and this is a 35 percent decrease over the 26 accidents responded to in October of 2014. Officers issued 28 penalty assessments during October 2015, which is a 22 percent increase over the 23 penalty assessments issued in October of 2014. Officers also issued 163 Warning tickets during October 2015, a 36 percent increase over the 120 Warning tickets issued in October 2014. Officers arrested two drivers on DUI charges during October 2015.

Among the criminal offenses reported were four false imprisonment offenses, four sex offenses, 16 assault offenses, six burglaries, 57 larceny/thefts, five motor vehicle thefts, six counterfeiting/forgery offenses, four fraud offenses, one stolen property offense, 15 vandalisms, 19 drug violations, and one pornography/obscene violation. The value of property stolen during the month was \$8,529 and \$71,656 was recovered. Officers arrested 71 adults and six juveniles, for a total of 77 arrests in October 2015. This is twelve more arrests or a nineteen per cent increase over the 62 total arrests made in October of 2014.

In October the Youth Services Division received 15 youth referrals (8 males and 7 females). Youth referrals numbering 15 were received from the Sterling Police Department.

Officers responded to 68 calls at local liquor establishments, with 49 calls being reported in October of 2014.

The SPD's Canine Unit completed 4.75 hours of training in October 2015. K9 Officer Glock and K9 Corporal Nick Hrycaj were deployed five times during October, 2015. Deployments involved locating a suicidal subject, a drug sniff at the jail, assisting the Colorado Department of Corrections with a drug interdiction operation, obedience and an article search during public demo for Cub Scout's Chuck Wagon Event, and a search task in locating an escapee.

Sterling Police Officers and staff completed 339.66 hours of training during the month of October 2015. At the end of October, staff completed 5,754.09 hours of training.

DESCRIPTION	Oct 2015	Oct 2014	Oct Change	YTD 2015	YTD 2014	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	1,251	1,188	5%	12,237	10,840	13%	10,515	16%
MOTOR VEHICLE ACCIDENTS	17	26	-35%	220	224	-2%	219	1%
CRIMINAL OFFENSES	231	205	13%	1,885	1,503	25%	1,316	43%
GROUP "A" OFFENSES	138	112	23%	1,080	835	29%	751	44%
GROUP "B" OFFENSES	93	93		805	751	7%	586	37%
VANDALISM	15	23	-35%	176	166	6%	160	10%
ARRESTS								
ADULTS	71	59	20%	553	494	12%	473	17%
JUVENILES	6	3	100%	63	43	47%	51	23%
PROPERTY								
STOLEN	71,656	85,307	-16%	407,709	453,901	-10%	330,746	23%
RECOVERED	8,529	60,728	-86%	70,733	159,864	-56%	99,489	-29%
MUNICIPAL CHARGES								
PA'S	28	23	22%	391	383	2%	569	-31%
CRIMINAL CHARGES	36	17	112%	286	236	21%	223	28%
WARNINGS	163	120	36%	1,788	1,499	19%	2,128	-16%
STATE CHARGES								
TRAFFIC	16	31	-48%	221	239	-8%	268	-17%
DUI'S	2	3	-33%	49	49		57	-14%
CRIMINAL CHARGES	29	37	-22%	290	307	-6%	290	0%
K-9 GLOCK-DEPLOYMENT COUNT	5			36				
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	15	20	-25%	157	174	-10%	156	1%
FEMALE	8	8		84	105	-20%	97	-13%
TOTAL	7	28	-75%	223	279	-20%	253	-12%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	15	21	-29%	215	264	-19%	231	-7%
LOGAN COUNTY SHERIFF'S OFFICE		1	-100%	5	2	150%	4	32%
DISTRICT COURT				8			3	167%
STATE PATROL/OTHER JURISDICTION				2			1	100%
PARENT/SELF				2	1	100%	2	25%
SCHOOL		6	-100%	1	12	-92%	12	-92%

STERLING FIRE DEPARTMENT
OCTOBER 2015 MONTHLY REPORT

CHIEF VOGEL

- LEAD COMMAND STAFF MEETING
- LEAD CITY SAFETY MEETING
- ATTENDED THE E911 AUTHORITY BOARD MEETING
- FIRE DEPARTMENT PRESENTATION TO CITY COUNCIL
- ATTENDED THE STERLING RURAL FIRE PROTECTION DISTRICT MEETING
- ATTENDED THE KEYSTONE FIRE CHIEF LEADERSHIP CONFERENCE
- MEET WITH THE NEW CEO FOR STERLING REGIONAL MEDICAL CENTER

STATION ACTIVITIES

- FIRE PREVENTION WEEK
 - 1500 children preschool thru 5th grades
 - 2 weeks of visiting schools/educating students on fire safety
- HYDRANT TESTING
- BATHROOM REMODEL
- NEW ROOF ON FIRE STATION



ROOF IN PROGRESS



NEW EXTRACATION EQUIPMENT



FIRE PREVENTION WEEK



FIRE PREVENTION WEEK

PUBLIC WORKS DEPARTMENT
OCTOBER 2015 MONTHLY REPORT

The citizens of Sterling enjoyed warm weather throughout the month of October with a high temperature of 93.8° recorded at the Sterling Municipal Airport on the 11th. Evening temperatures also fluctuated similarly with a low of the month being 25.4° on the morning of the 29th and an evening low of 59.2° recorded on the 21st. The Sterling Municipal Airport recorded a total precipitation of .87" for the month of October, with a max rain of .61" on the 22nd.

MONTHLY CLIMATOLOGICAL SUMMARY for OCT. 2015

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)

Max Rain: 0.61 ON 10/22/15 Days of Rain: 5 (>.01 in) 1 (>.1 in) 0 (>1 in)
 Heat Base: 65.0 Cool Base: 65.0 Method: Integration

DAY	MEAN		TIME	LOW	TIME	HEAT	COOL	RAIN	AVG		TIME	DOM
	TEMP	HIGH				DEG	DEG		SPEED	HIGH		
1	65.7	81.2	1:30p	57.1	12:30a	2.2	2.9	0.00	9.4	36.0	4:00p	SE
2	57.3	63.0	12:30a	53.1	10:30p	7.7	0.0	0.00	14.6	35.0	3:00p	SE
3	51.4	55.4	5:00p	49.0	8:30a	13.6	0.0	0.01	8.7	23.0	11:30a	ESE
4	52.4	57.9	3:30p	48.6	8:00a	12.6	0.0	0.04	2.9	13.0	4:00a	SE
5	52.0	61.7	5:00p	46.8	7:00a	13.0	0.0	0.01	2.4	17.0	4:30p	NE
6	55.7	63.3	5:30p	48.8	3:00a	9.3	0.0	0.01	2.8	13.0	11:00p	NE
7	60.4	77.3	4:30p	45.5	7:30a	7.3	2.7	0.01	3.2	16.0	12:30p	SW
8	57.8	75.1	4:00p	43.7	7:30a	8.9	1.8	0.06	4.8	30.0	5:30p	NNE
9	58.5	76.1	5:30p	44.2	5:00a	8.5	2.1	0.00	3.5	17.0	12:30p	SSE
10	62.8	88.9	4:00p	43.6	7:00a	8.3	6.1	0.00	6.1	22.0	1:00p	S
11	65.7	93.8	2:30p	43.5	6:30a	7.7	8.4	0.00	8.2	40.0	4:00p	S
12	56.9	73.5	5:00p	38.7	7:30a	9.8	1.7	0.00	4.0	20.0	11:00a	SW
13	61.6	81.9	4:30p	39.4	2:30a	9.0	5.6	0.00	6.3	32.0	10:00a	NNE
14	62.2	86.7	4:30p	38.8	5:30a	9.5	6.7	0.00	4.7	27.0	10:00a	NE
15	55.6	68.8	3:00p	44.4	7:00a	9.8	0.4	0.00	5.0	25.0	1:00p	NE
16	54.0	71.9	4:30p	32.3	7:30a	12.1	1.1	0.00	9.3	36.0	12:30p	SSE
17	54.9	77.6	3:30p	33.0	6:00a	12.3	2.2	0.00	2.9	21.0	4:30p	SSW
18	57.4	82.1	4:30p	35.6	7:00a	11.4	3.8	0.00	2.5	12.0	3:30p	SSW
19	61.8	81.0	4:30p	42.8	7:00a	7.6	4.5	0.04	3.1	21.0	9:00p	SW
20	60.3	76.5	4:00p	44.6	7:00a	7.3	2.6	0.01	3.6	18.0	10:30p	NE
21	50.4	59.2	12:30a	48.1	1:00p	14.6	0.0	0.07	5.1	25.0	1:00a	NNE
22	48.4	50.1	6:30p	46.8	7:30a	16.6	0.0	0.61	3.7	18.0	1:00p	NNE
23	51.1	62.9	3:30p	36.0	12:00m	13.9	0.0	0.00	12.6	43.0	10:00a	WNW
24	48.1	69.6	4:00p	29.8	6:30a	17.6	0.7	0.00	3.3	19.0	12:00p	S
25	51.4	71.9	4:00p	33.5	7:30a	14.7	1.0	0.00	2.7	13.0	10:30a	S
26	48.8	57.6	3:30p	38.2	12:00m	16.2	0.0	0.00	2.9	18.0	11:00a	WNW
27	48.0	67.0	3:30p	34.1	3:30a	17.1	0.1	0.00	11.2	36.0	3:00p	WNW
28	47.1	64.3	2:30p	32.1	7:30a	17.9	0.0	0.00	7.5	31.0	12:30p	W
29	43.4	63.2	4:00p	25.4	8:00a	21.6	0.0	0.00	4.6	24.0	4:00p	SSW
30	45.7	57.5	4:00p	32.6	12:00m	19.3	0.0	0.00	3.1	21.0	1:30p	SW
31	52.4	72.7	3:00p	30.9	2:30a	13.9	1.3	0.00	9.1	34.0	10:30a	W
54.8	93.8	11	25.4	29	371.3	55.7	0.87	5.6	43.0	23	S	

Max > 90.0: 1 Max< 32.0: 0 Min < 32.0: 3 Min < 0.0: 0

STREET/SANITATION DIVISIONS

The resources spent sweeping City streets is down by approximately 39% with 95 miles being swept throughout the month of October. A 382% increase in resources was expended in hauling 260 cubic yards of materials from project site and more than a 3000% increase in resources expended in hauling 2,925 cubic yards of pulverized asphalt/millings compared to 54 cubic yards hauled from project site and 90 cubic yards pulverized last year.

The division expended 2,603 pounds of cold mix-asphalt (up 633% from last year) and expended 74 tons of hot bituminous mix (up 52% from last year) in pothole repair.

The division repaired 2 traffic control signs, replaced 2 traffic control signs, and removed 1 traffic control sign. In addition, the Division repaired 6 rollouts and 19 dumpsters, amounting to a 5% decrease in rollout repairs from last year.

The division spent two weeks of the month completing Fall Clean Up. The sanitation division collected 255 tons of loose trash, 484 tons of compacted trash, and 26 tons of trash removed from alleys throughout the month.

<u>Streets Department</u>	<u>Oct</u>	<u>Oct</u>	<u>Oct</u>	<u>YTD</u>	<u>YTD</u>	<u>YTD</u>	<u>5 yr</u>	<u>5 yr</u>
	<u>2015</u>	<u>2014</u>	<u>Change</u>	<u>2015</u>	<u>2014</u>	<u>Change</u>	<u>Avg</u>	<u>Change</u>
Streets Swept (Blocks)							3,005	-100%
Streets Swept (Miles)	95	156	-39%	1,934	1,336	45%	267	624%
Sweeper Water-Dust Control (Gals)	4,600	5,400	-15%	53,200	45,990	16%	48,971	9%
Flushing Streets (Gals)								
Gravel/ABC-Alleys (Tons)		20	-100%	126	20	531%	240	-47%
Gravel/ABC-Streets (Tons)					3	-100%	701	-100%
Grading Alleys (Blocks)							787	-100%
Grading Streets (Blocks)							217	-100%
Grade Parking Lots (Blocks)								
Excavate Sub-base (Cu Yds)							256	-100%
Excavate Asphalt (Tons)	10			78			190	-59%
Excavate Concrete (Tons)				14			5	154%
Structure Backfill (Tons)	34			34			395	-91%
Backfill-Pit Run & Yard Stock Dirt (Cu Yds)		15	-100%	257	115	125%	514	-50%
Hot Bituminous Mix (Tons)	74	49	52%	517	769	-33%	666	-22%
Emulsion/Tack Oil (Gals)							61	-100%
Cold Mix-Asphalt (Tons)							740	-100%
Catchbasins - Altsoid Briquettes				329	98	236%	945	-65%
Catchbasins Cleaned (Each)	98	288	-66%	4,036	3,378	19%	3,723	8%
Painting-Parking (Gals)		4	-100%	32	27	21%	67	-52%
Painting-Crosswalks (Gals)	2	3	-20%	139	126	11%	133	5%
Painting-Curbs (Gals)	12	10	20%	31	97	-68%	190	-84%
Painting-Symbols (Gals)		8	-100%	12	16	-26%	3	248%
Painting-Lanes(Gals)				3	5	-40%	6	-53%
<u>SIGN MAINTENANCE</u>								
Traffic Control-Repair (Each)	2	2		16	66	-76%	80	-80%
Traffic Control-Replace (Each)	2	29	-93%	35	193	-82%	133	-74%
Traffic Control-Install (Each)				20	13	54%	102	-80%
Traffic Control-Remove (Each)	1			10	14	-29%	87	-88%
Street Name-Repair (Each)				4	25	-84%	66	-94%
Street Name-Replace (Each)							104	-100%
Street Name-Install (Each)							95	-100%
Delineators-Repair & Replace				4	4		2	150%

SNOW/ICE CONTROL								
Snow Removal (Loads)				402	311	29%	308	31%
Salt/Sand Mix Material (Tons)				89	230	-61%	189	-53%
Plowed/Sanded Streets (Miles)				445	3,467	-87%	2,211	-80%
SANITATION								
Loose Trash/Debris Collection: (Tons)	255	335	-24%	751	722	4%	928	-19%
Compacted Trash Collection (Tons)	484	504	-4%	4,946	4,982	-1%	5,026	-2%
Alley Debris/Trash Removal: T & M (Tons)	26	16	62%	530	373	42%	217	144%
Yard: Sweepings + Misc Debris (Tons)	20	55	-64%	1,016	774	31%	651	56%
Container Repairs-90 Rollouts (Each)	6	6		142	87	63%	78	82%
Container Repairs-Dumpsters (Each)	19	20	-5%	306	407	-25%	334	-8%
Level Dumpsters - Gravel Base Pad				27	9	189%	44	-38%
Weed Control-Mowing (Hours)		34	-100%	69	246	-72%	193	-65%
Weed Control-Burning (Hours)				29			2	1218%
MATERIAL PROCESSING								
Haul Materials from Vendor Yard (Tons)	85	166	-49%	1,726	1,270	36%	994	74%
Haul Materials from Project Site (Cu Yds)	260	54	382%	1,373	164	739%	988	39%
Haul Pulverized Asphalt/Millings (Cu Yds)	2,925	90	3134%	5,600	406	1278%	533	951%
MISCELLANEOUS								
Haul Rip Rap Materials--Concrete		3	-100%	3,010	1,172	157%	354	749%
Crack Sealing (pounds)				2,060	14,980	-86%	26,042	-92%
Grading Alleys (Hours)		9	-100%	152	163	-7%	33	366%
Grading Streets (Hours)		14	-100%	45	121	-63%	24	87%
Grade Parking Lots (Hours)								
Cold Mix Asphalt (Pounds)	2,603	355	633%	32,691	11,945	174%	2,389	1268%

WATER/SEWER DIVISION

The sewer division responded to 65 requests for manhole, 43 tap, and 38 line locates.

The water division produced 97,848,000 gallons, an 3% increase compared to October a year ago, and a 25% increase in hours logged. Furthermore the division responded to 207 requests for locates throughout the month. The meter reader read 3,860 meters resulting in 64 turn-offs for delinquent payment, 1 investigations for zero consumption and 0 investigations for high usage. The division continued the testing regime necessary for the health department regulations, responded to 105 and cleared 105 SCADA alarms at the time of reporting. The department lost approximately 631,000 gallons due to water breaks and service repairs. A list of the break locations, dates, and water loss include:

- 10/5/15 WMB 1113 S 10th Ave Approximately 5,000 gal loss
- 10/6/15 WMB S 9th Ave/Delmar Approximately 10,000 gal loss
- 10/7/15 WMB 614 Elm St. Approximately 5,000 gal loss
- 10/15/15 WMB Taylor/S 6th Ave 205,000 gal loss
- 10/19/15 WMB S 10th Ave Approximately 5,000 gal loss
- 10/27/15 WMB S 10th Ave/Delmar Approximately 10,000 gal loss
- 10/28/2015 WMB S 10th Ave & Elwood 391,000 gal loss

Well GPM Check				186				
Well Check for Sand								
Well Static Level				1				
Well Draw Down								
Well Air Check				54			469	-88%
GROUND STORAGE TANKS (No.)								
7.5 MG Tank Checked	20	6	233%	175	180	-3%	455	-62%
7.5 MG Tank Level Checked	20	6	233%	175	180	-3%	455	-62%
2.0 MG Tank Checked	20	6	233%	175	180	-3%	456	-62%
2.0 MG Tank Level Checked	20	6	233%	175	178	-2%	455	-62%
Security Checks	40	6	567%	319	196	63%	459	-31%
ELEVATED STORAGE TANKS (No.)								
0.25 MG North Checked	103	95	8%	852	614	39%	795	7%
0.25 MG North Level Checked	103	95	8%	852	614	39%	795	7%
0.25 MG South Checked	103	95	8%	852	611	39%	795	7%
0.25 MG South Level Checked	103	95	8%	852	613	39%	795	7%
Security Checks	222	190	17%	1,715	1,033	66%	1,426	20%
WATER QUALITY TESTING								
Well Samples Taken				52			29	82%
Distribution Samples Taken				36	1	3500%	48	-26%
Chlorine Samples Taken	15	19	-21%	159	265	-40%	696	-77%
Bacteriological Samples	15	19	-21%	159	144	10%	119	34%
Other - Samples taken		5	-100%	190	17	1018%	54	253%
SCADA SYSTEM (No.)								
SCADA Alarms	105	85	24%	925	1,335	-31%	843	10%
SCADA Alarms Cleared	105	107	-2%	919	1,371	-33%	850	8%
DISINFECTION (No.)								
Chlorine Bottles Pickup							88	-100%
Chlorine Bottles Returned							91	-100%
POTABLE WELLS								
WELLS PUMPED								
Hours	3,535	2,828	25%	31,179	28,125	11%	29,029	7%
Gallons	97,848	94,683	3%	921,695	902,502	2%	899,482	2%
Call Customer By Phone								
UNCC LOCATES								
City Requests	6	31	-81%	96	155	-38%	86	11%
Private Requests	97	88	10%	884	921	-4%	740	19%
SANITARY SECTION								
Sewer Service Installed								
Sewer Service Installed 4"								
Sewer Service Installed 6" & larger								
Sewer Service Taps Installed								
Sewer Service Inspected							0	-100%
Sewer Service Repaired				6			1	900%
Sewer Lines Installed								
Sewer Lines Installed (Ft.) 6"								
Sewer Lines Installed (Ft.) 8"							180	-100%
Sewer Lines Installed (Ft.) 10"								
Sewer Lines Installed 12" +								
Sewer Lines Replace 4"								

Sewer Lines Replaced -6"							5	-100%
Sewer Lines Replaced -8"								
Sewer Lines Replaced -10"								
Sewer Lines Replaced-12" +								
Sanitary Sewer Relined-all								
Sewer Lines Cleaned 4"					15	-100%	3	-100%
Sewer Lines Cleaned (Ft.) 6"					1,807	-100%	1,572	-100%
Sewer Lines Cleaned (Ft.) 8"					9,312	-100%	6,430	-100%
Sewer Lines Cleaned (Ft.) 10"					4,000	-100%	5,910	-100%
Sewer Lines Cleaned 12"					937	-100%	2,330	-100%
Sewer Lines Repaired								
Sewer Lines Repaired 6"								
Sewer Lines Repaired 8"								
Sewer Lines Repaired 10"							361	-100%
Sewer Lines Repaired 12" +							0	-100%
Sanitary Tap Locates (No.)	43	29	48%	542	548	-1%	283	91%
Sanitary Line Locates (No.)	38	36	6%	375	432	-13%	759	-51%
Sanitary Manhole Locates	65	60	8%	657	778	-16%	1,387	-53%
Sanitary Manholes Constructed								
Sanitary Manholes Inspected							0	-100%
Sanitary Manholes Repaired							0	-100%
Sanitary Manholes Raised								
Sanitary Manholes Lowered)								
Lift Stations Checked (No.)							10	-100%
Lift Stations Cleaned/Washed (No.)					7	-100%	50	-100%
Lift Stations Repaired (No.)							1	-100%
Lift Station Alarms (No.)							10	-100%
MISCELLANEOUS-OTHER								
Sewer Lines Televised all							20	-100%
Sewer Service Lines Televised							1	-100%
Sewer Service Taps Televised							1	-100%
Sewer Service Lines Replaced							0	-100%
Sewer Service Taps Replaced							0	-100%
Manhole Risers Manufactured								
STORM SECTION								
Storm Sewer Lines Installed (Ft.)								
Sewer Lines Installed -8"							36	-100%
Sewer Lines Installed -10"								
Sewer Lines Installed -12" +								
Storm Sewer Lines Replaced (Ft.)								
sewer lines replaced-8" (Ft)								
Sewer lines replaced-10" (Ft)							1	-100%
Sewer Lines Replaced-12" +								
Storm Sewer lines Cleaned (Ft.)								
Sewer lines cleaned-8" (Ft)					600	-100%	747	-100%
Sewer lines cleaned-10" (Ft)							71	-100%
Sewer lines cleaned-12" +							430	-100%
Storm Sewer Lines Repaired (Ft.)								
Sewer Lines Repaired-8" (Ft)								
Sewer Lines Repaired-10"								

Sewer Lines Repaired-12"+								
Storm Manhole Constructed							0	-100%
Storm Manholes Inspected								
Storm Manholes Repaired								
Storm Manholes Replaced								
Catchbasins Constructed								
Catchbasins Inspected (No.)								
Catchbasins Repaired (No.)								
Catchbasins Replaced (No.)								
Catchbasins Cleaned (No.)							18	-100%
Storm Sewer Line Locates	32	14	129%	211	231	-9%	660	-68%
Storm Sewer Manhole Locates	24	12	100%	205	166	23%	1,140	-82%
Call Customer by Phone							1	-100%

AIRPORT DIVISION

The airport division witnessed 171 operations during the month of October. Throughout the month this division sold 2,502 gallons of fuel, which is a 35% decrease from October 2014. However the total year-to-date of 26,291 gallons of fuel, is a 26% decrease compared to a year ago.

The airport was closed from October 12th at 1pm thru October 16th at 6:30pm for runway sealing and painting. This closure reduced operating hours by 13.6 % for the month. The month of October also had six days with rainfall of at least .01 or greater. This rain greatly reduces the amount of traffic seen at the airport. These events affected traffic and reduced fuel sales in the month of October.

	Oct	Oct	Oct	YTD	YTD	YTD	5yr YTD	5 yr YTD
DESCRIPTION	2015	2014	Change	2015	2014	Change	Avrg	Change
OPERATIONS BY A/C TYPE								
A/C Single Engine	139	132	5%	1,142	1,331	-14%	1,268	-10%
A/C Multi Engine	10	12	-17%	118	167	-29%	134	-12%
Helicopter	12	20	-40%	183	160	14%	196	-7%
Turbojet	8	52	-85%	301	419	-28%	393	-23%
Other Types	2			2			1	150%
TOTAL OPERATIONS	171	216	-21%	1,746	2,077	-16%	1,992	-12%
Aviation Fuel Dispensation								
Avgas (Gals.)	1,254	1,374	-9%	10,929	17,229	-37%	13,004	-16%
Jet-A (Gals.)	1,248	2,465	-49%	15,362	18,063	-15%	21,805	-30%
TOTAL FUEL	2,502	3,840	-35%	26,291	35,292	-26%	34,809	-24%

CODE ENFORCEMENT DIVISION

There were 1 permits issued for new residential work with a construction value of \$6,000 in the month of October. There were 17 permits for residential additions/alterations with a construction value of \$111,537 and 114 residential reroofing permits with a construction value of \$882,887. There were 1 permit issued for new non-residential work with a construction value of \$830,000 in the month of October. There were 5 permits for non-residential additions and/or alterations with a construction value of \$205,743 and 3 non residential reroofing permits with a construction value of \$40,256. For summation of the month there was a total of 141 building permits issued with a fee structure of \$63,285; 0 demo permits with a fee structure of \$0; 7 fence permits with a fee structure of \$140; 4 mechanical permits with a fee structure of \$137.00; 3 sign permits with a fee structure of \$60; 7 excavation permits with a fee structure of \$210, 0 manufactured home hookup permits with a fee structure of \$0 and 2 miscellaneous permits and/or approvals issued with a fee structure of \$50. Throughout October, there were 164 permits and/or approvals issued with a 116% increase compared to

434								
Permits	131	8	1538%	709	121	486%	128	455%
Value	994,424	48,666	1943%	5,453,514	714,097	664%	798,289	583%
Residential Garages/Carports 438								
Permits		3	-100%	2	11	-82%	9	-78%
Value		50,404	-100%	25,350	129,204	-80%	90,813	-72%
TOTALS - RES. ADD/ALTERATIONS								
Permits	131	11	1091%	711	132	439%	137	420%
Value	994,424	99,070	904%	5,478,864	843,301	550%	889,102	516%
NEW NONRESIDENTIAL								
Amusement & Rec								
Permits				1			0	150%
Value				28,580			175,657	-84%
Churches & Religious								
Permits								
Value								
Industrial Buildings								
Permits	1			7	1	600%	0	1650%
Value	830,000			2,196,560	877,832	150%	265,566	727%
Auto Service & Repair								
Permits					1	-100%	0	-100%
Value					118,267	-100%	23,653	-100%
Hospitals & Institutions								
Permits					1	-100%	0	-100%
Value					2,266,440	-100%	453,288	-100%
Offices 324								
Permits					2	-100%	1	-100%
Value					1,158,500	-100%	623,320	-100%
Schools & Education								
Permits								
Value								
Commercial Buildings								
Permits				4			0	1900%
Value				77,793			85,624	-9%
Public Works & Utilities								
Permits							0	-100%
Value							2,400,388	-100%
Other Buildings 328								
Permits		3	-100%	1	4	-75%	4	-72%
Value		483,191	-100%	497,050	520,971	-5%	219,906	126%
Structures 329								
Permits				1	3	-67%	1	-29%
Value				20,000	1,228,425	-98%	302,056	-93%
TOTALS - NEW NONRESIDENTIAL								
Permits	1	3	-67%	15	12	25%	8	88%
Value	830,000	483,191	72%	3,269,983	6,170,435	-47%	4,549,459	-28%
NONRESIDENTIAL ADD/ALTERATIONS								
Nonresidential Add/Alterations 437								
Permits	8	3	167%	46	32	44%	38	21%
Value	245,999	663,693	-63%	2,125,144	1,481,762	43%	2,838,677	-25%
DEMOLITIONS								
Single-Family 645				1				

Two-Family 646								
Three & Four Family								
Five or More Family								
Others 649				6			0	2900%
PERMITS AND FEES								
Building								
Permits	141	19	642%	777	182	327%	186	317%
Fees	63,285	34,333	84%	335,270	234,050	43%	157,975	112%
Demolitions								
Permits		4	-100%	11	10	10%	6	83%
Fees		100	-100%	275	250	10%	145	89%
Fence								
Permits	7	3	133%	62	47	32%	58	7%
Fees	140	60	133%	1,240	940	32%	1,152	8%
Mechanical								
Permits	4	19	-79%	40	131	-69%	66	-40%
Fees	137	598	-77%	1,372	3,681	-63%	2,036	-33%
Sign								
Permits	3	1	200%	39	28	39%	22	79%
Fees	60	20	200%	800	740	8%	644	24%
Excavation								
Permits	7	8	-13%	50	94	-47%	77	-35%
Fees	210	180	17%	1,140	1,380	-17%	733	56%
Manufactured Home Hookups								
Permits		1	-100%	1	5	-80%	4	-75%
Fees		75	-100%	1,718	2,028	-15%	631	172%
Miscellaneous								
Permits	2	21	-90%	32	120	-73%	365	-91%
Fees	50	3,895	-99%	1,233	22,596	-95%	84,772	-99%
TOTALS - PERMITS AND FEES								
Permits	164	76	116%	1,012	617	64%	784	29%
Fees	63,881	39,261	63%	343,047	265,665	29%	248,088	38%
Nuisance Violations								
Vehicle Violations	37	52	-29%	123	165	-25%	213	-42%
Grass/weed Violations	9	6	50%	665	734	-9%	726	-8%
Miscellaneous Violations	14	6	133%	289	502	-42%	362	-20%
Totals-Nuisance Violations	60	64	-6%	1,077	1,401	-23%	1,302	-17%

PARKS, LIBRARY AND RECREATION DEPARTMENT

OCTOBER 2015 MONTHLY REPORT

2015	Pavilion Rentals	Facility Rentals	Bench	Bench \$
January	0	3	0	\$0.00
February	1	1	1	\$1,700.00
March	1	1	1	\$1,825.00
April	4	3	0	\$0.00
May	30	8	0	\$0.00
June	30	4	0	\$0.00
July	27	0	0	\$0.00
August	20	3	0	\$0.00
September	15	4	1	\$1,700.00
October	1	4	0	\$0.00
November				
December				
YTD	129	31	3	\$5,225.00

2015	Tree Plant Program	\$	Tree Removal Program	\$
January	0		0	
February	0		0	
March	0		0	
April	0		0	
May	4	\$174.47	0	
June	1	\$49.50	0	
July	0	\$0.00	1	\$200.00
August	0	\$0.00	0	\$0.00
September	0	\$0.00	0	\$0.00
October	0	\$0.00	0	\$0.00
November				
December				
YTD	5	\$223.97	1	\$200.00

PARKS, CEMETERY, AND FORESTRY

Parks – Parks department has been busy mulching leaves. They have been continually cutting new tree rings and adding woodchips to existing areas. Irrigation has been blown out for the season. There has been a lot of weekend activity in the Parks this month. Parks department was assisting with Fall clean up.

Cemetery – During September there were seven (7) opening and closings, four (4) full burial and seven (7) cremains. There were a total of one hundred twenty (120) graves repaired this

month. Routine maintenance is being taken care of as needed. Graves are being leveled when weather permits. Proper retraining of employees is ongoing. Fertilizer has been started and finished this month.

Forestry – The foresters completed seven (7) action requests, trimmed twenty-six (26) trees and removed two (2) trees. They picked up twelve (12) fallen branches, and removed one (1) hanger. They removed twenty (20) tree stumps in the month. They have hauled zero (0) loads to the landfill. They chipped three (3) loads of trees. They replace zero (0) lights. Due to the help that was needed at the cemetery and parks, the forestry had lower numbers this month. Forestry was also assisting with Fall clean up.

Ongoing PCF projects:

- Perform all routine maintenance activities, action requests and stump grinding as necessary.
- Performing routine maintenance in restrooms.
- Adding tree rings to parks.
- Kiwanis pond is still under repair.

RECREATION DIVISION

RECREATION DIVISION

FALL YOUTH VOLLEYBALL: Practice began the week of August 24th and the program ended October 24th. This was the 15th year for this program. It has grown from 13 teams with just over 100 participants in 2000, to 32 teams and 259 participants in 2015. This is 13 less players than there were in 2014. The 68 matches played in October accounted for 1088 player and 5,168 spectator visits to the Sterling Middle School and N.J.C. Several out of town teams and some of the better Sterling teams, play in an out of town league.

FALL WOMEN'S VOLLEYBALL: Fall Women's Volleyball started the week of Sept. 15th and continued through November 23rd. There were 23 teams competing. This is 2 more teams than there were in 2014. There are 6 teams in the "Women's Competitive" division, 7 teams in the "Women's Intermediate" division, 6 teams in the "Recreational" division and 7 teams in the "Co-Rec." division. A total of 55 league matches were played in October which accounted for 880 player and 880 spectator visits to the Sterling Middle School and N.J.C.

YOUTH BASKETBALL: Registration for youth basketball took place in October and ends November 4th. Advertising for gym supervisors, officials and scorekeeper positions also took place. Equipment was inventoried and ordered. We have a coaches' clinic scheduled for November 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.

RACQUETBALL & WALLYBALL LEAGUES: Racquetball and Wallyball leagues began the week of October 11th. There are no participants in the Men's Open Racquetball division. Last year it did not run either.

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 one more team than last year. No teams registered for the WOMAN'S Wallyball division, which has not run for 3 years.

RECREATION CENTER

TRICK OR TREAT STREET:The Sterling Recreation Center held its 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 77 local businesses! There were 8 less sponsors this year than there were last year. Each sponsor donated \$30. Over \$2,300 was used to purchase candy alone. Treats were handed out free to all costumed children 12 and under.

This year, the Recreation Center theme was, "The Wizard Of Odd." Again this year we had the decorations on the indoor pool deck and the outdoor shade structure. The turnout was higher than normal with over 3500 kids and parents passing through nine different donation stations. The line to enter the Center was solid people from 5 – 7 pm before it started to slow up.

Inside the Center was decorated with scenes from the movie. The outside was decorated like the uncles corn field. The lifeguards were dressed up like Dorothy, Toto, the Tin Man, The Scarecrow, the Lion, the Bad Witch, and OZ. Outside the fence was also decorated with many scenes from past Trick or Treats Street's. The high wind was an issue at set-up time so the air filled props and larger decorative props are could not be used.

Before the event, 1,500 fliers were sent to each K-5th 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 and part-time staff a month to complete. Staff started preparing and making the scenes one month in advance of the event.

TOTAL PAID ADMISSIONS: There were 1,496 total paid admissions to the Sterling Recreation Center in October, 2015. In October, 2014 there were 1,731 paid admissions. This was down 235 admissions from 2014. The reason for the lower admissions is that the weather in October, 2015 was extremely warm and many people were still exercising outdoors.

Total paid admissions in October, 2015 do not include 633 students from Re-1 Schools that used the Sterling Recreation Center free due to Intergovernmental Agreements. The RE-1 School use breakdown is as follows: 217 students from S.H.S. P.E. classes that used the Recreation Center during the day on Wednesday's and Thursday's the second school year quarter, 362 students from S.M.S. P.E. classes that use the Recreation Center during the day on Wednesday's and Thursdays during the first school year quarter, and 54 SHS cross country team members. We must bring in lifeguards specifically to guard these classes as the Recreation Center pool is not open to the public at these times.

CHILD ADMISSIONS: There were a total of 43 Child Admissions to the Recreation Center in October, 2015. In October 2014, there were 54. This was down 11 Child Admissions.

YOUTH ADMISSIONS: There were a total of 228 Youth Admissions to the Recreation Center in October, 2015. In October 2014, there were 312. This was down 84 Youth Admissions.

ADULT ADMISSIONS: There were a total of 492 Adult Admissions to the Recreation Center in October, 2015. In October 2014, there were 590. This was down 98 Adult Admissions.

SENIOR ADMISSIONS: There were a total of 279 Senior Admissions to the Recreation Center in October, 2015. In October 2014, there were 281. This was down 2 Senior Admissions.

CITY EMPLOYEE ADMISSIONS: There were a total of 55 City Employee Admissions to the Recreation Center in October, 2015. In October 2014, there were 51. This was up 4 City Employee admissions.

YEARLY ADMISSIONS: There were 399 Yearly Pass Admissions to the Recreation Center in October, 2015. In October 2014, there were 443. This was down 44 Yearly Admissions.

LIBRARY

The patron count for Sterling Public Library from Oct. 1 through Oct. 31, 2014 was 3102.

The library had 3 Community Servants for a total of 33 hours of community service. Nine volunteers worked 28 hours. Two CWEP participants worked 42 hours. Total volunteer hours for the month of October were 103.

Sterling Public Library made 191 interlibrary loan requests of other libraries and received 164 items. Other libraries made 187 interlibrary loan requests and Sterling Public Library loaned 178 items. Lending libraries were unable to fill 31 requests and Sterling Public Library was unable to fill 9 requests. Total interlibrary loan requests were 378 and 342 items were circulated.

Janet Bigler reported 7 tutors worked with 24 students for 182 hours during October.

Crafty Characters was held on October 5th. Twenty kids and 12 adults attended. The kids made glitter spider webs. They also made triangle trees that will be a part of The Parade of Trees.

Teen Read Week was October 12 – 18, 2014. Avengers: Age of Ultron was shown on Oct 22nd for teens only. Seven kids watched the movie while enjoying refreshments. During the week kids using the library could spin the prize wheel to win special treats. Anyone bringing in their ticket or using library services could register for the drawing. Five dollar McDonald's gift certificates were given to winners Ashley Helvie and Heze Jackson.

Sandy Van Dusen attended the CAL Conference in Loveland October 22-24, 2015. Sessions covered various library topics.

Fright Night was held on Oct. 19th with 27 kids and 20 adults attending. The kids played Candyland Halloween style.

There are 284 children registered for 1000 Books Before Kindergarten. Twenty nine children have completed the program by reading or listening to 1000 books.

Letters and guidelines were sent out to possible participants for the Parade of Trees.

PROJECT UPDATE:

One thousand thirteen patrons signed up and used the Internet and public access computers during October.

There were 105 children who called Dial-a-Story during October. Pam Kentfield, Erica Kallsen, Connie Chambers, Vickie Nills and Tricia Ketchum read stories during the month. The stories can be heard by calling 522-6808.

DESCRIPTION	Oct 2015	Oct 2014	Oct Change	YTD 2015	YTD 2014	YTD Change	5 yr YTD Avg	5 yr YTD Change
Books Checked Out	6,561	8,044	-18%	75,372	83,648	-10%	87,749	-14%
Digital media								
Overdrive checkouts	915	754	21%	9,272	8,039	15%	4,179	122%
e-magazines	24			266				
Music downloads	99	86	15%	625	561	11%	112	457%
Music streaming	201			1,381				
In-house Circulation	165	446	-63%	2,328	7,722	-70%	7,440	-69%
Volunteer Hours	26	46	-43%	478	475	1%	322	48%
Story Time Attendance	174	131	33%	879	865	2%	649	35%
Summer Reading Program				582	590	-1%	629	-7%
Reference Questions	373	453	-18%	3,685	4,728	-22%	7,234	-49%
Books Placed on Hold	320	285	12%	2,714	3,291	-18%	4,447	-39%
Inter-Library Loans								
Borrowed requests	191	149	28%	1,557	1,832	-15%	2,152	-28%
Loaned requests	187	188	-1%	1,504	1,651	-9%	1,919	-22%
Total	378	337	12%	3,107	3,483	-11%	4,070	-24%
Library Meeting Room Use	20	33	-39%	220	268	-18%	216	2%
Patrons Using Facility	3,102	3,856	-20%	32,966	40,827	-19%	44,575	-26%
Hours Tutoring	182	162	13%	1,240	1,217	2%	1,358	-9%
Internet use	1,013	1,343	-25%	11,114	16,017	-31%	18,568	-40%

OVERLAND TRAIL MUSEUM

The Overland Trail Museum had 617 visitors during the month of October from 24 states. This attendance was up slightly from the past October attendance and considering that we did not have our annual fall tea in October, our daily visitation was significantly higher.

Family Fun Saturday took place on October 3 with good attendance. Two other children's programs took place the following two Saturdays: Afternoon at the Museum on October 10 and Another Night at the Museum on October 17. Each of these programs filled up and had a waiting list. These programs continue to be fun, well attended programs for both children and for their parents.

We had three facility rentals this month. A birthday party and baby shower in the HPEC and a wedding in the church. All of the rentals went well.

Museum staff has been cleaning cases, particularly the cases in the Karg Barn. They have also been busy planning several upcoming events in November and planning for the Christmas season.

Kay and staff have been making plans for some exhibit changes after the first of the year. Because of public interest, it has been decided that we will enlarge our military exhibit and eventually move it into the Dave Hamil building. This change will take place later in the year since we will be hosting a traveling exhibit from April through August. Kay has been in planning with photographer Diana Schoenfeld, a temporary exhibit titled "Schoolhouse Odyssey" which will be at the Overland Trail in the Spring of 2016. This exhibit will lend itself well to programming and some special events.

Museum Projects

MUSEUM FLOOD RESTORATION

Oral History project	Ongoing 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

DESCRIPTION	Oct 2015	Oct 2014	Oct Change	YTD 2015	YTD 2014	YTD Change	5 yr YTD Avg	5 yr YTD Change
Numbers of Donors	2	3	-33%	21	25	-16%	25	-17%
Number of items donated	7	3	133%	148	193	-23%	97	52%
Number of School Visits				15	27	-44%	21	-30%
Number of Students				607	1,525	-60%	975	-38%
Prairie School Students				79	75	5%	66	20%
Prairie School Teachers				10	10		9	9%
Number of Special Events	3	4	-25%	23	17	35%	15	55%
Total Attendance of Special Events	84	210	-60%	3,297	3,919	-16%	3,655	-10%
Number of facility rentals	3	1	200%	32	25	28%	18	78%
Number of Tour Buses				1	1		3	-62%
Tour Bus Visitors				20	40	-50%	69	-71%
States represented	24	27	-11%	224	201	11%	212	6%
Foreign Countries Represented		3	-100%	20	21	-5%	21	-7%
Total of All Visitors	617	605	2%	10,392	10,811	-4%	9,906	5%
Volunteer Hours	3	4	-25%	99	163	-39%	337	-71%
Square Foot, Bldg. Maintained	29,766	29,766		297,660	297,660		280,660	6%