
STERLING

A Colorado Treasure

MONTHLY REPORTS

September 2011

CITY MANAGER

SEPTEMBER 2011 MONTHLY REPORT

City Manager:

The City Manager attended or met with the following:

- Meeting with Chamber Director regarding billboards;
- Meeting with South Platte Ditch Company;
- Meeting with representative regarding Scalva Farm;
- Meeting with representative of Golf Management regarding lease;
- Attended District I CML meeting; and
- Had a conference call regarding EPA Brownfield grant.

Executive Secretary:

The Executive Secretary continues to do the packets for Council. The Executive Secretary attends the Administrative Staff meetings and prepares the minutes. Connie prepared one proclamation for the Mayor's signature. She prepares the monthly reports and scans them into Laser Fiche for future reference.

Connie is a member of the employee newsletter committee and continues to help with the publication of it. She also attends the Web Group meetings. Connie helped answer telephones in the Personnel/HR Department. Connie attended CIRSA training on Back Injury & Slips, Trips & Falls. 3 hours.

Emergency Management Coordinator (EMC):

EMC Owens attended the annual three-day 2012 Local Emergency Planning Committee (LEPC) conference in Breckenridge. Training seminars included:

- LEPC legal updates
- Role and responsibilities of the LEPC
- EPA regulatory updates
- Emergency planning for chemical emergencies
- Hazmat routing updates and issues by the CSP
- Civil support teams
- 2012 HEMP grants

September was National Preparedness Month. Bob did public outreach programs using the local media and the Logan County OEM Facebook page. He did a spot on KNNG radio discussing family and business preparedness and planning.

The EMC was requested by the Region VIII EPA office in Denver to respond to a large private property hazmat release in Logan County. An underground high-pressure pipe line had burst in a pasture next to an oil well operation and had released several thousand gallons of crude oil. The spill had run onto a neighbors pasture as well. The oil well company had the leak stopped by the time he arrived and had started spill mitigation. Bob collected all of the responsible parties' information and sent a report to the EPA, Colorado Department of Health and the Northeast Colorado Health Department. Later I followed up on scene to monitor the cleanup operation.

EMC Owens worked on the Logan County EPCRA Tier II hazmat reports and gathered training information for the new Risk Management Plans that will be required in 2012 by industry.

Bob met with Sterling Fire Captain Kennedy in reference to critical infrastructure and hazard analysis. We discussed how to use the information for responses and future planning.

The EMC took two Chemical Safety Board on-line courses on hazmat safety. The courses were Confined Space Entry and Safety and Combustible Dust Hazards and planning. He attended an all day CIRSA training on workplace safety.

Bob attended the Logan County Rural Fire Chiefs Association meeting in Sterling. He discussed upcoming training and grants.

EMC Owens completed the 2012 EMPG grant program paper application. This paper outlines my goals and objectives for 2012 and will be followed up with quarterly progress reports.

Sterling Emergency Communications Center:

- Communications Center handled 2,027 calls for service during the month of September 2011, an 8 percent decrease from the 2,192 calls received in September 2010.
- Sterling Police Department handled 1,004 calls for service in September 2011, a decrease of 19 percent compared to 1,238 calls for service received in September 2010.
- Logan County Sheriff's Office received 817 calls for service in September 2011, a four percent increase compared to 783 calls for service received in September 2010.
- Crook Fire Department handled 11 calls for service in September 2011 compared to three calls in September 2010.
- Fleming Fire received nine calls for service in September 2011 compared to twelve calls for service in September 2010.
- Merino Fire handled 11 calls for service in September 2011 compared to 10 calls for service in September 2010.
- Peetz Fire handled seven calls for service in September 2010 and September 2011.
- Sterling Fire handled 139 calls for service in September 2011, a decrease of two percent compared to 142 calls handled in September 2010.
- Morgan County EMS handled calls for Logan County during the month of September. During this time they handled 140 calls for service.

	Sept	Sept	Sept	YTD	YTD	YTD
DESCRIPTION	2011	2010	Change	2011	2010	Change
ACTIVITIES						
CALLS for SERVICE						
STERLING DISPATCH	2,027	2,192	-8%	17,503	19,743	-11%
CITY OF STERLING	1,004	1,238	-19%	8,714	10,665	-18%
LOGAN COUNTY	817	783	4%	6,885	7,039	-2%
EMS		149	-100%	1,072	1,215	-12%
STERLING FIRE 07530	139	142	-2%	1,141	1,070	7%
CROOK FIRE 07505	11	3	267%	67	58	16%
FLEMING FIRE 07515	9	12	-25%	56	45	24%
MERINO FIRE 07522	11	10	10%	75	65	15%
PEETZ FIRE 07525	7	7		36	30	20%
MORGAN COUNTY EMS	140			140		

Information Technology Specialist (ITS):

Daily backup of servers and Finance & Police Systems continue. The ITS performed routine user password and server maintenance. Set servers for holiday backup.

ITS Anderson allowed ADG tech access to troubleshoot a problem with the tax program.

The ITS processed IBM maintenance renewals and Laser Fiche renewal.

ITS Anderson took two computers in for repair, installed a new printer, and replaced a monitor at the Fire Station.

Mary Ann attended CIRSA training on Back Injury & Slips, Trips & Falls. 3 hours.

Mary Ann took appointments, organized paperwork and assisted at the SWellness Employee Health Fair on Sept 28th. The SWellness committee met for cleanup after the Health Fair. She created flyers for the next SWellness event.

CITY ATTORNEY

SEPTEMBER 2011 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 paralegal attends staff meetings in the absence of the City Attorney, 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. 9-1-11, Series of 2011 – A Resolution before the City of Sterling, Logan County, Colorado, removing the State of Colorado Liquor License Authority from the approval process in an Application for Special Event Permit.

Resolution No. 9-2-11, Series of 2011 – A Resolution before the City of Sterling, Logan County, Colorado, approving a Motor Vehicle Lease with the County of Logan.

Prepared the following Ordinances:

Ordinance No. 8, Series of 2011 – An Ordinance approving the purchase of real estate owned by The Dora Ann Walraven Revocable Trust, Dated May 25th, 1999, and The John Joseph Walraven Revocable Trust, Dated May 25th, 1999 and authorizing the Mayor to execute all documentation required for the closing of the purchase of said property.

Other Documents:

The City Attorney worked with the County Attorney's office in preparing and finalizing a Motor Vehicle Lease in connection with the contract for EMS services between the City and County. The City Attorney prepared the contract and related documents pertaining to the purchase of property and easements from the Walraven Trusts.

MUNICIPAL COURT:

The Deputy City Attorney prosecuted two charges in September and both Defendants were found guilty. Just prior to trial the Deputy City Attorney negotiated a Deferred Prosecution on two animal control charges. Three charges were dismissed, including one for filing in a higher court. One Defendant changed her plea to guilty prior to trial, and five Defendants were granted deferred judgments. Court documents are prepared, including miscellaneous pleadings such as guilty pleas and stipulations, various subpoenas, memos to the police department and Humane Society regarding trials, trial schedules, motions, jury instructions when needed, and correspondence and discovery letters. Court files are copied and police department, Humane Society, and attorney files are prepared for trial.

LIQUOR LICENSING:

This office processed two liquor license renewals and one special event permit.

MISCELLANEOUS:

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. The paralegal finalized an agenda and council packets for the City Manager's Executive Assistant, assisted in the Walraven closing process, and attended a CIRSA training at the service center.

FINANCE DEPARTMENT

SEPTEMBER 2011 MONTHLY REPORT

The Finance Department assisted 2,930 customers during the month of September 2011. This compares to 2,583 customers in September 2010. This number does not include the contacts made by the Director of Finance. There were on average 117 customer contacts per day for September 2011. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in September 2011 in comparison to September 2010.

The General Fund revenues for the month of September 2011 amounted to \$945,740.96. The revenue for the month ended September 2010 in the General Fund amounted to \$905,498.66. Expenditures for the General fund for the month ending September 30, 2011 amounted to \$1,342,380.39 and for the same period in 2010 the expenditures were \$1,479,911.55.

Cash in all City funds totaled \$2,034,316.30 on September 30, 2011 and for September 30, 2010 on hand was \$1,514,650.29. On September 30, 2011 the City of Sterling had outstanding a total of \$8,898,482.68 in investments, this amount is for all funds. This breaks down to \$205,699.79 in Certificates of Deposit, \$8,592,411.52 ColoTrust Plus and \$100,371.37 in Money Market.

There were \$3,287,970.42 worth of checks issued in September 2011 for all funds; this compares to \$2,611,518.08 for the same period in 2010. There were 5251.4 gallons of gasoline and diesel used in the month of September 2011 for all City operations. This compares to 5830.0 gallons gasoline and diesel used in September 2010.

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

Investment Breakdown

2011

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.	09/30/11
General Fund:				
Colostrust Plus	\$2,156,573.56	\$700,000.00	\$104.70	\$1,456,678.26
Colostrust Plus - Seizure Money	\$26,570.61	\$0.00	\$1.72	\$26,572.33
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$2,183,144.17	\$700,000.00	\$106.42	\$1,483,250.59
Water Fund:				
Colostrust Plus	\$135,331.75	\$175,000.00	\$115,010.86	\$75,342.61
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$135,331.75	\$175,000.00	\$115,010.86	\$75,342.61
Sanitation Fund:				
Colostrust Plus	\$526,569.45	\$0.00	\$16,033.26	\$542,602.71
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$526,569.45	\$0.00	\$16,033.26	\$542,602.71
Sewer Fund:				
Colostrust Plus	\$3,352,106.51	\$650,000.00	\$48,206.44	\$2,750,312.95
Certificates of Deposit	\$205,699.79	\$0.00	\$0.00	\$205,699.79
Money Market	\$100,363.12	\$0.00	\$8.25	\$100,371.37
TOTALS	\$3,658,169.42	\$650,000.00	\$48,214.69	\$3,056,384.11
Perpetual Care Fund:				
Colostrust Plus	\$135,624.00	\$0.00	\$8.41	\$135,632.41
TOTALS	\$135,624.00	\$0.00	\$8.41	\$135,632.41
Elna Anderson Trust Fund:				
Colostrust Plus	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00	\$0.00	\$0.00

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	09/30/11
Ethel Lindstrom Trust Fund:				
Colotrust Plus	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00	\$0.00	\$0.00
Library Improvement Fund:				
Colotrust Plus	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00	\$0.00	\$0.00
Conservation Trust Fund:				
Colotrust Plus	\$162,465.57	\$0.00	\$25,912.16	\$188,377.73
TOTALS	\$162,465.57	\$0.00	\$25,912.16	\$188,377.73
Karl Falch Library Trust Fund:				
Colotrust Plus	\$31,017.60	\$0.00	\$1.81	\$31,019.41
TOTALS	\$31,017.60	\$0.00	\$1.81	\$31,019.41
Employee Self-Insurance Fund:				
Colotrust Plus	\$578,322.09	\$0.00	\$36.02	\$578,358.11
TOTALS	\$578,322.09	\$0.00	\$36.02	\$578,358.11
Service Center Fund:				
Colotrust Plus	\$403,046.22	\$40,000.00	\$50,026.01	\$413,072.23
TOTALS	\$403,046.22	\$40,000.00	\$50,026.01	\$413,072.23
Risk Management Fund:				
Colotrust Plus	\$846,859.92	\$0.00	\$50,052.81	\$896,912.73
TOTALS	\$846,859.92	\$0.00	\$50,052.81	\$896,912.73
Capital Equipment Fund:				
Colotrust Plus	\$734,636.32	\$0.00	\$10,046.03	\$744,682.35
TOTALS	\$734,636.32	\$0.00	\$10,046.03	\$744,682.35

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	09/30/11
Capital Improvement Fund:				
Colostrust Plus	\$603,573.73	\$0.00	\$25,037.63	\$628,611.36
Colostrust Plus - Museum Bldg	\$0.06	\$0.06	\$0.00	\$0.00
Colostrust Plus - Mus Exhibits	\$133,254.47	\$9,026.00	\$7.86	\$124,236.33
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$736,828.26	\$9,026.06	\$25,045.49	\$752,847.69
Grand Totals All Funds:				
Colostrust Plus	\$9,825,951.86	\$1,574,026.06	\$340,485.72	\$8,592,411.52
Certificates of Deposit	\$205,699.79	\$0.00	\$0.00	\$205,699.79
Money Market	\$100,363.12	\$0.00	\$8.25	\$100,371.37
Grand Total	\$10,132,014.77	\$1,574,026.06	\$340,493.97	\$8,898,482.68

GENERAL FUND

This Document is for Internal Use and Represents Unaudited Figures

9/30/2011

BALANCE SHEET

ASSETS:

Cash	\$577,638.04
Flex Cash Account	\$10,496.77
Petty Cash	\$830.00
Cash with County Treasurer	\$34,015.64
Accounts Receivable	\$107,130.40
Allowance for Uncollectables	-\$42,974.94
Taxes Receivable	\$47,150.00
Sales Tax Receivable	\$687,855.67
Property Tax Receivable	\$1,018,263.00
Investments	\$1,456,678.26
Investment - Federal Seizure	\$26,572.33
Prepaid Fuel	\$25,967.67
Prepaid Fuel - Airport	\$17,513.07
Payroll Clearing Account	\$364.08
Postage Clearing Account	\$3,694.62
Prepaid Prisoner Housing	\$53,477.00
Sales Tax Clearing	-\$26.14

TOTAL ASSETS

\$4,024,645.47

LIABILITIES:

Ded/Ben Clearing Account	\$5,672.74
Accounts Payable	\$392,812.20
Accounts Payable - Logan County	\$8,194.00
Accrued Salaries	\$172,452.85
Court Bonds	\$220.00
Jury Deposit	\$704.00
Restitution Clearing Account	\$2,258.22
Seizures	\$600.00
Deferred Revenue	\$1,018,263.00
Deferred Revenue - Other	\$3,244.07

TOTAL LIABILITIES

\$1,604,421.08

FUND BALANCE:

Reserve for Museum	\$28,199.92
Designated for Arts	\$50,000.00
Unreserved Fund Balance	\$2,082,294.45
Excess Revenue over Expenditures	\$259,730.02

TOTAL FUND BALANCE

\$2,420,224.39

**TOTAL LIABILITIES
& FUND BALANCE**

\$4,024,645.47

GENERAL FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED	COLLECTIONS	COLLECTIONS	
	2011	CURRENT MO.	TO DATE	BALANCE
Real & Personal Prop. Tax	\$1,018,420.00	\$20,786.30	\$1,015,541.64	\$2,878.36
Road & Bridge Fund Taxes	\$170,000.00	\$3,149.85	\$79,941.18	\$90,058.82
Auto Ownership Taxes	\$120,000.00	\$6,910.74	\$73,133.83	\$46,866.17
Sales Tax	\$5,650,000.00	\$532,434.89	\$4,671,910.04	\$978,089.96
Vehicle Use Tax	\$185,000.00	\$15,800.00	\$144,453.94	\$40,546.06
Building Material Use Tax	\$70,000.00	\$27,493.58	\$74,452.68	-\$4,452.68
Employment Occupation Tax	\$14,200.00	\$0.00	\$15,300.00	-\$1,100.00
TOTAL TAXES	\$7,227,620.00	\$606,575.36	\$6,074,733.31	\$1,152,886.69
Franchise Taxes	\$711,000.00	\$54,155.86	\$523,660.76	\$187,339.24
Licenses & Permits	\$138,250.00	\$57,669.45	\$178,592.32	-\$40,342.32
Intergovernmental Revenue	\$1,531,734.00	\$121,601.54	\$773,424.54	\$758,309.46
Charges for Service	\$266,825.00	\$14,088.34	\$215,686.72	\$51,138.28
Fines & Forfeits	\$191,300.00	\$9,287.59	\$104,530.98	\$86,769.02
Miscellaneous Revenue	\$564,384.00	\$40,117.82	\$397,691.83	\$166,692.17
Transfer from Other Funds	\$511,164.00	\$42,245.00	\$380,205.00	\$130,959.00
TOTAL OTHER REVENUES	\$3,914,657.00	\$339,165.60	\$2,573,792.15	\$1,340,864.85
GRAND TOTAL REVENUES	\$11,142,277.00	\$945,740.96	\$8,648,525.46	\$2,493,751.54

GENERAL FUND

9/30/2011

<u>EXPENDITURES:</u>	BUDGETED	EXPENSES	EXPENSES	
<u>GENERAL GOVERNMENT:</u>	2011	CURRENT MO.	TO DATE	BALANCE
Council	\$95,093.00	\$3,133.30	\$62,398.42	\$32,694.58
City Manager	\$341,680.00	\$34,786.00	\$256,551.72	\$85,128.28
City Attorney	\$282,958.00	\$22,732.55	\$224,610.14	\$58,347.86
Municipal Court	\$99,967.00	\$9,573.85	\$67,071.94	\$32,895.06
Finance	\$436,575.00	\$41,229.38	\$307,867.95	\$128,707.05
City Hall & Non-Departmental	\$1,378,731.00	\$73,099.88	\$1,014,407.43	\$364,323.57
Personnel	\$226,655.00	\$18,934.89	\$154,755.64	\$71,899.36
TOTAL GENERAL GOVERNMENT	\$2,861,659.00	\$203,489.85	\$2,087,663.24	\$773,995.76
PUBLIC SAFETY:				
Police	\$1,737,304.00	\$148,486.11	\$1,147,455.08	\$589,848.92
Dispatch Center	\$513,423.00	\$49,391.91	\$361,467.22	\$151,955.78
Youth Services	\$105,125.00	\$10,682.54	\$76,000.35	\$29,124.65

Fire	\$1,395,586.00	\$109,199.16	\$917,384.93	\$478,201.07
Ambulance Service	\$245,133.00	\$14,201.85	\$14,201.85	\$230,931.15
TOTAL PUBLIC SAFETY	\$3,996,571.00	\$331,961.57	\$2,516,509.43	\$1,480,061.57

PUBLIC WORKS:

Street	\$2,262,316.00	\$515,222.57	\$1,549,605.79	\$712,710.21
Engineering & Operations	\$340,105.00	\$27,020.02	\$231,760.74	\$108,344.26
Airport	\$386,963.00	\$47,778.44	\$278,698.86	\$108,264.14
TOTAL PUBLIC WORKS	\$2,989,384.00	\$590,021.03	\$2,060,065.39	\$929,318.61

CULTURE & RECREATION:

Riverside Cemetery	\$212,036.00	\$17,410.11	\$137,114.21	\$74,921.79
Museum	\$185,890.00	\$20,653.05	\$134,251.81	\$51,638.19
Parks	\$433,171.00	\$38,851.00	\$324,821.26	\$108,349.74
Recreation Center	\$549,964.00	\$57,286.36	\$411,388.54	\$138,575.46
Forestry	\$140,551.00	\$8,963.22	\$87,256.16	\$53,294.84
Rec. Administration	\$221,122.00	\$22,903.87	\$158,582.81	\$62,539.19
Softball	\$41,156.00	\$3,801.02	\$36,375.06	\$4,780.94
Youth Softball	\$10,647.00	\$0.00	\$11,381.53	-\$734.53
Basketball	\$7,622.00	\$0.00	\$8,170.22	-\$548.22
Volleyball	\$7,035.00	\$532.46	\$4,839.35	\$2,195.65
Tolla Brown Skate Park	\$12,750.00	\$1,037.18	\$7,812.25	\$4,937.75
Special Events	\$28,950.00	\$748.79	\$13,169.17	\$15,780.83
Tennis	\$18,873.00	\$711.18	\$13,722.60	\$5,150.40
Youth Basketball	\$27,811.00	\$0.00	\$21,865.62	\$5,945.38
Youth Volleyball	\$7,998.00	\$1,611.80	\$2,486.15	\$5,511.85
Baseball	\$27,136.00	\$4,453.20	\$16,869.55	\$10,266.45
Library	\$529,404.00	\$37,944.70	\$334,451.09	\$194,952.91
TOTAL CULTURE & RECREATION	\$2,462,116.00	\$216,907.94	\$1,724,557.38	\$737,558.62

GRAND TOTAL EXPENDITURES	\$12,309,730.00	\$1,342,380.39	\$8,388,795.44	\$3,920,934.56
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WATER FUND

9/30/2011

BALANCE SHEET

ASSETS:

Cash	\$32,112.28
Cash with Fiscal Agent	\$25,755,160.26
Accounts Receivable	\$598.53
Accounts Receivable - Utility Billing	\$442,083.33
Supply Inventory	\$161,847.99
Investments	\$75,342.61
Fixed Assets (Net)	\$10,077,673.36

TOTAL ASSETS

\$36,544,818.36

LIABILITIES:

Accounts Payable	\$499,385.29
Unpaid Compensated Absences	\$10,068.86
Accrued Salaries	\$5,596.57
Accounts Payable Pawnee Ridge	\$3,410.67
Loan Payable CWRPDA	\$28,558,845.11
Due to Sewer Fund	\$1,045,505.00
Lease Interest Payable	\$22,553.42

TOTAL LIABILITIES **\$30,145,364.92**

FUND BALANCE:

Reserve for Painting	\$445,000.00
Reserve for Capital Replacement	\$2,840,205.00
Retained Earnings	\$23,612,524.30
Excess Revenue over Expenditures	\$26,726,772.74

TOTAL FUND BALANCE **\$6,399,453.44**

**TOTAL LIABILITIES
AND FUND BALANCE** **\$36,544,818.36**

WATER FUND**9/30/2011**

REVENUES	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Water Revenue-Inside Residential	\$1,856,200.00	\$251,091.04	\$1,976,304.93	-\$120,104.93
Water Revenue-Outside Residential	\$161,400.00	\$22,893.19	\$179,149.14	-\$17,749.14
Water Revenue-Inside Commercial	\$626,200.00	\$61,519.38	\$627,119.55	-\$919.55
Water Revenue-Outside Commercial	\$4,210.00	\$521.66	\$4,657.57	-\$447.57
Water Revenue-Inside Industrial	\$369,900.00	\$46,787.26	\$332,189.96	\$37,710.04
Misc. Water Sales	\$2,000.00	\$0.00	\$4,450.44	-\$2,450.44
Surcharge	\$30,000.00	\$4,167.04	\$27,413.62	\$2,586.38
Service Charges	\$35,000.00	\$5,174.73	\$38,647.95	-\$3,647.95
Tapping Charges	\$5,000.00	\$0.00	\$890.00	\$4,110.00
Water Div. Services	\$5,000.00	\$684.36	\$5,017.39	-\$17.39
Penalties	\$16,000.00	\$4,081.43	\$28,503.40	-\$12,503.40
Investment Earnings	\$250.00	\$10.86	\$110.42	\$139.58
Miscellaneous	\$200.00	\$12.74	\$222.88	-\$22.88
Rents from land Rights	\$50,000.00 \$0.00	\$0.00 \$0.00	\$23,710.93 \$0.00	\$26,289.07 \$0.00
Water Credits	\$0.00	\$0.00	\$0.00	\$0.00
Plant Investment Fees	\$10,000.00	\$0.00	\$17,880.00	-\$7,880.00
Loan Proceeds	\$17,500,000.00	\$0.00	\$28,558,845.11	\$11,058,845.11
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$20,671,360.00	\$396,943.69	\$31,825,113.29	\$11,153,753.29

<u>EXPENDITURES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$205,736.00	\$15,978.78	\$151,612.68	\$54,123.32
Maintenance & Operation	\$1,298,824.00	\$148,745.97	\$1,053,799.07	\$245,024.93
Capital Outlay	\$21,918,769.00	\$1,553,132.18	\$3,436,256.87	\$18,482,512.13
Transfer to General Fund	\$225,385.00	\$18,782.00	\$169,038.00	\$56,347.00
TOTAL EXPENDITURES	\$23,648,714.00	\$1,736,638.93	\$4,810,706.62	\$18,838,007.38
Debt Service	\$0.00	\$0.00	\$287,633.93	-\$287,633.93
TOTAL WATER FUND W/DEBT	\$23,648,714.00	\$1,736,638.93	\$5,098,340.55	\$18,550,373.45

SANITATION FUND

9/30/2011

BALANCE SHEET

ASSETS:

Cash	\$223,519.43			
Accounts Receivable	\$507.07			
Accounts Receivable - Utility Billing	\$46,810.42			
Supply Inventory	\$24,667.00			
Investments	\$542,602.71			
Fixed Assets (Net)	\$283,220.08			
		TOTAL ASSETS		\$1,121,326.71

LIABILITIES:

Accounts Payable	\$534.30			
Unpaid Compensated Absences	\$9,991.75			
Accrued Salaries	\$4,925.27			
		TOTAL LIABILITIES		\$15,451.32

FUND BALANCE:

Reserve for Equipment	\$28,389.00			
Reserve for Capital Replacement	\$789,429.00			
Retained Earnings	\$272,458.16			
Excess Revenue over Expenditures	\$15,599.23			
		TOTAL FUND BALANCE		\$1,105,875.39

TOTAL LIABILITIES AND FUND BALANCE

\$1,121,326.71

SANITATION FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sanitation Revenue-Inside	\$445,000.00	\$37,847.06	\$338,542.01	\$106,457.99

Rubbish Collection Fees	\$1,500.00	\$126.00	\$1,134.00	\$366.00
Sanitation Services	\$0.00	\$0.00	\$0.00	\$0.00
Penalties	\$5,000.00	\$485.31	\$4,054.74	\$945.26
Investment Earnings	\$1,000.00	\$33.26	\$364.99	\$635.01
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$452,500.00	\$38,491.63	\$344,095.74	\$108,404.26

<u>EXPENDITURES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$160,480.00	\$12,329.81	\$107,352.24	\$53,127.76
Maintenance & Operation	\$241,231.00	\$12,989.13	\$176,054.27	\$65,176.73
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to General Fund	\$60,130.00	\$5,010.00	\$45,090.00	\$15,040.00
TOTAL EXPENDITURES	\$461,841.00	\$30,328.94	\$328,496.51	\$133,344.49

**SEWER FUND
9/30/2011
BALANCE SHEET**

ASSETS:

Cash	\$51,464.76		
Accounts Receivable	\$47,360.72		
Accounts Receivable - Utility Billing	\$109,005.94		
Due From Water Fund	\$1,045,505.00		
Supply Inventory	\$42,976.78		
Investments	\$3,056,384.11		
Fixed Assets (Net)	\$10,251,554.07		
		TOTAL ASSETS	\$14,604,251.38

LIABILITIES:

Accounts Payable	\$47,082.02		
Unpaid Compensated Absences	\$15,474.09		
Accrued Salaries	\$10,595.91		
Loan Payable CWRPDA	\$963,414.00		
Interest Payable	\$14,260.57		
		TOTAL LIABILITIES	\$1,050,826.59

FUND BALANCE:

Reserve for Capital Projects	\$111,784.00		
Reserve for Trunk Line Replacement	\$152,431.45		
Reserve for Lagoons	\$378,019.26		
Reserve for Capital Replacement	\$8,096,665.00		
Retained Earnings	\$5,988,187.22		
Excess Revenue over Expenditures	-\$1,173,662.14		
		TOTAL FUND BALANCE	\$13,553,424.79
		TOTAL LIABILITIES AND FUND BALANCE	\$14,604,251.38

SEWER FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sewer Revenue-Inside Residential	\$911,500.00	\$77,826.22	\$703,038.70	\$208,461.30
Sewer Revenue-Outside Residential	\$89,500.00	\$8,209.04	\$73,659.34	\$15,840.66
Sewer Revenue-Inside Commercial	\$316,800.00	\$31,098.03	\$259,623.55	\$57,176.45
Sewer Revenue-Outside Commercial	\$2,810.00	\$257.87	\$2,238.71	\$571.29
Sewer Revenue-Inside Industrial	\$342,900.00	\$29,910.37	\$181,450.92	\$161,449.08
Tapping Charges	\$4,000.00	\$350.00	\$625.00	\$3,375.00
Sewer Division Charges	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Penalties	\$14,000.00	\$1,252.86	\$11,044.03	\$2,955.97
Investment Earnings	\$10,000.00	\$247.57	\$3,843.23	\$6,156.77
Miscellaneous	\$500.00	\$3,688.51	\$9,845.28	-\$9,345.28
Outside Billing	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Plant Investment Fees	\$10,000.00	\$2,000.00	\$20,067.00	-\$10,067.00
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Compensation for loss	\$0.00	\$3,215.93	\$3,215.93	-\$3,215.93
Other Refund of Expenditure	\$0.00	\$0.00	\$163.00	-\$163.00
TOTAL REVENUES	\$1,717,010.00	\$158,056.40	\$1,268,814.69	\$448,195.31
<u>EXPENDITURES:</u> <u>LINES AND SERVICES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$85,127.00	\$7,522.47	\$63,465.59	\$21,661.41
Maintenance & Operation	\$337,119.00	\$42,975.47	\$247,674.24	\$89,444.76
Capital Outlay	\$291,844.00	\$0.00	\$149,199.53	\$142,644.47
Transfer to General Fund	\$62,406.00	\$5,200.00	\$46,800.00	\$15,606.00
TOTAL LINES & SERVICES	\$776,496.00	\$55,697.94	\$507,139.36	\$269,356.64
Debt Service	\$198,733.00	\$0.00	\$198,733.68	-\$0.68
TOTAL LINES & SERVICES W/DEBT	\$975,229.00	\$55,697.94	\$705,873.04	\$269,355.96
<u>TREATMENT FACILITIES:</u>				
Personnel	\$298,835.00	\$32,294.14	\$233,777.44	\$65,057.56
Maintenance & Operation	\$873,936.00	\$97,096.52	\$699,573.33	\$174,362.67
Capital Outlay	\$749,726.00	\$149,329.25	\$683,976.02	\$65,749.98
Transfer to General Fund	\$159,043.00	\$13,253.00	\$119,277.00	\$39,766.00
TOTAL TREATMENT FACILITIES	\$2,081,540.00	\$291,972.91	\$1,736,603.79	\$344,936.21
TOTAL EXPENDITURES	\$3,056,769.00	\$347,670.85	\$2,442,476.83	\$614,292.17

PERPETUAL CARE FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Perpetual Care	\$3,000.00	\$350.00	\$2,950.00	\$50.00
Perpetual Care - niches	\$10,500.00	\$1,500.00	\$11,000.00	-\$500.00
Investment Earnings	\$300.00	\$8.41	\$119.87	\$180.13
TOTAL REVENUES	\$13,800.00	\$1,858.41	\$14,069.87	-\$269.87

<u>EXPENDITURES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$305.00	\$0.00	\$305.00	\$0.00
Niche Engraving	\$4,000.00	\$0.00	\$2,100.00	\$1,900.00
Transfer to General Fund	\$300.00	\$0.00	\$0.00	\$300.00
TOTAL EXPENDITURES	\$4,605.00	\$0.00	\$2,405.00	\$2,200.00

BALANCE SHEET

9/30/2011

ASSETS:

Cash	\$18,591.86		
Investments	\$135,632.41		
		TOTAL ASSETS	\$154,224.27

LIABILITIES:

Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$142,559.40		
Excess Revenue over Expenditures	\$11,664.87		
		TOTAL FUND BALANCE	\$154,224.27

		TOTAL LIABILITIES & FUND BALANCE	\$154,224.27
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ELNA ANDERSON ESTATE TRUST

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$0.00	\$0.00	\$21.36	-\$21.36

TOTAL REVENUES	\$0.00	\$0.00	\$21.36	-\$21.36
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<u>EXPENDITURES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Capital Improvement Fund	\$117,775.00	\$0.00	\$117,774.72	\$0.28
TOTAL EXPENDITURES	\$117,775.00	\$0.00	\$117,774.72	\$0.28

**BALANCE SHEET
9/30/2011**

ASSETS:

Cash	\$0.00			
Investments	\$0.00			
		TOTAL ASSETS		\$0.00

LIABILITIES:

Accounts Payable	\$0.00			
		TOTAL LIABILITIES		\$0.00

FUND BALANCE:

Unreserved Fund Balance	\$117,753.36			
Excess Revenue over Expenditures	-\$117,753.36			
		TOTAL FUND BALANCE		\$0.00
		TOTAL LIABILITIES & FUND BALANCE		\$0.00

ETHEL LINDSTROM FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$0.00	\$0.00	\$31.66	-\$31.66
TOTAL REVENUES	\$0.00	\$0.00	\$31.66	-\$31.66

<u>EXPENDITURES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Capital Improvement Fund	\$151,622.00	\$0.00	\$151,621.17	\$0.83
TOTAL EXPENDITURES	\$151,622.00	\$0.00	\$151,621.17	\$0.83

BALANCE SHEET

9/30/2011

ASSETS:

Cash	\$0.00
Investments	\$0.00

TOTAL ASSETS	\$0.00
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LIABILITIES:

Accounts Payable	\$0.00
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TOTAL LIABILITIES	\$0.00
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FUND BALANCE:

Unreserved Fund Balance	\$151,589.51
Excess Revenue over Expenditures	-\$151,589.51

TOTAL FUND BALANCE	\$0.00
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TOTAL LIABILITIES & FUND BALANCE	\$0.00
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LIBRARY IMPROVEMENT FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$0.00	\$0.00	\$0.00	\$0.00
Contributions	\$0.00	\$0.00	\$4,800.00	-\$4,800.00
TOTAL REVENUES	\$0.00	\$0.00	\$4,800.00	-\$4,800.00

<u>EXPENDITURES:</u>	BUDGETED 2011	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

9/30/2011

ASSETS:

Cash	\$4,800.00
Investments	\$0.00

TOTAL ASSETS	\$4,800.00
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LIABILITIES:

Accounts Payable	\$0.00
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TOTAL LIABILITIES	\$0.00
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FUND BALANCE:

Unreserved Fund Balance	\$0.00		
Excess Revenue over Expenditures	<u>\$4,800.00</u>		
		TOTAL FUND BALANCE	<u>\$4,800.00</u>
		TOTAL LIABILITIES & FUND BALANCE	<u><u>\$4,800.00</u></u>

CONSERVATION TRUST FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
State Contributions	\$115,000.00	\$25,900.85	\$87,271.24	\$27,728.76
Investment Earnings	\$500.00	\$11.16	\$186.00	\$314.00
TOTAL REVENUES	<u>\$115,500.00</u>	<u>\$25,912.01</u>	<u>\$87,457.24</u>	<u>\$28,042.76</u>

<u>EXPENDITURES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Tennis Court Improvements	\$15,000.00	\$0.00	\$6,985.00	\$8,015.00
Steel picnic tables	\$9,800.00	\$0.00	\$9,800.00	\$0.00
Bridge - Pioneer Park	\$78,911.00	\$0.00	\$78,911.03	-\$0.03
Aluminum tables	\$7,646.00	\$0.00	\$7,676.00	-\$30.00
Basketball Court Improvements	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Softball Field Improvements	\$21,450.00	\$0.00	\$21,450.00	\$0.00
Playground Equipment	\$73,000.00	\$0.00	\$0.00	\$73,000.00
Fitness Equipment	\$55,000.00	\$0.00	\$49,597.00	\$5,403.00
Softball Field Backdrop	\$9,000.00	\$0.00	\$8,682.22	\$317.78
Roof - Columbine	\$2,900.00	\$0.00	\$3,102.85	-\$202.85
TOTAL EXPENDITURES	<u>\$277,707.00</u>	<u>\$0.00</u>	<u>\$186,204.10</u>	<u>\$91,502.90</u>

BALANCE SHEET

9/30/2011

<u>ASSETS:</u>			
Cash	\$0.72		
Investments	<u>\$188,377.73</u>		
		TOTAL ASSETS	<u>\$188,378.45</u>
<u>LIABILITIES:</u>			
Accounts Payable	<u>\$0.00</u>		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$287,125.31		
Excess Revenue over Expenditures	<u>-\$98,746.86</u>		
		TOTAL FUND BALANCE	<u>\$188,378.45</u>

**TOTAL LIABILITIES
& FUND BALANCE**

\$188,378.45

KARL FALCH LIBRARY TRUST FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$70.00	\$1.81	\$27.31	\$42.69
TOTAL REVENUES	<u>\$70.00</u>	<u>\$1.81</u>	<u>\$27.31</u>	<u>\$42.69</u>

<u>EXPENDITURES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Books Purchased	\$800.00	\$0.00	\$140.06	\$659.94
Audit	\$50.00	\$0.00	\$50.00	\$0.00
TOTAL EXPENDITURES	<u>\$850.00</u>	<u>\$0.00</u>	<u>\$190.06</u>	<u>\$659.94</u>

**BALANCE SHEET
9/30/2011**

<u>ASSETS:</u>			
Cash	\$431.11		
Investments	<u>\$31,019.41</u>		
		TOTAL ASSETS	<u><u>\$31,450.52</u></u>
<u>LIABILITIES:</u>			
Accounts Payable	<u>\$0.00</u>		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Unreserved Fund Balance	\$31,613.27		
Excess Revenue over Expenditures	<u>-\$162.75</u>		
		TOTAL FUND BALANCE	<u><u>\$31,450.52</u></u>
		TOTAL LIABILITIES & FUND BALANCE	<u><u>\$31,450.52</u></u>

EMPLOYEE SELF-INSURANCE FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,400.00	\$36.02	\$527.72	\$872.28
Employee Premiums	\$137,844.00	\$28,301.95	\$196,442.58	-\$58,598.58
Wellness	\$0.00	\$0.00	\$60.00	-\$60.00
City Premiums	\$1,253,172.00	\$91,099.00	\$828,167.96	\$425,004.04
TOTAL REVENUES	\$1,392,416.00	\$119,436.97	\$1,025,198.26	\$367,217.74

<u>EXPENDITURES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Old Hire Fire Pension	\$70,443.00	\$0.00	\$70,443.00	\$0.00
Wellness	\$0.00	\$0.00	\$60.00	-\$60.00
Premium	\$1,391,016.00	\$110,671.09	\$1,022,135.63	\$368,880.37
FLEX	\$3,600.00	\$210.00	\$2,035.00	\$1,565.00
Pre-employment Screening	\$0.00	\$0.00	\$0.00	\$0.00
Audit	\$600.00	\$0.00	\$600.00	\$0.00
Transfer General Fund	\$1,400.00	\$0.00	\$0.00	\$1,400.00
TOTAL EXPENDITURES	\$1,467,059.00	\$110,881.09	\$1,095,273.63	\$371,785.37

BALANCE SHEET
9/30/2011

<u>ASSETS:</u>			
Cash	\$26,829.75		
Accounts Receivable	\$765.15		
Investments	\$578,358.11		
		TOTAL ASSETS	\$605,953.01
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
		TOTAL LIABILITIES	\$0.00
<u>FUND BALANCE:</u>			
Retained Earnings	\$676,028.38		
Excess Revenue over Expenditures	-\$70,075.37		
		TOTAL FUND BALANCE	\$605,953.01
		TOTAL LIABILITIES & FUND BALANCE	\$605,953.01

SERVICE CENTER FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$700.00	\$26.01	\$308.79	\$391.21
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$411,090.00	\$34,256.00	\$308,304.00	\$102,786.00
Transfer from Capital Improvement	\$44,000.00	\$0.00	\$0.00	\$44,000.00
Transfer for Lease Payment	\$183,480.00	\$15,287.00	\$137,583.00	\$45,897.00
TOTAL REVENUES	\$639,270.00	\$49,569.01	\$446,195.79	\$193,074.21

<u>EXPENDITURES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$303,039.00	\$30,840.46	\$218,042.87	\$84,996.13
Maintenance & Operation	\$337,839.00	\$5,138.25	\$113,012.55	\$224,826.45
Capital Outlay	\$2,135.00	\$0.00	\$2,209.38	-\$74.38
Transfer to General Fund	\$700.00	\$0.00	\$0.00	\$700.00
TOTAL EXPENDITURES	\$643,713.00	\$35,978.71	\$333,264.80	\$310,448.20

BALANCE SHEET
9/30/2011

<u>ASSETS:</u>			
Cash	\$26,475.42		
Cash - Bank of Cherry Creek	\$2.75		
Investments	\$413,072.23		
Fixed Assets (Net)	\$2,209,764.89		
		TOTAL ASSETS	\$2,649,315.29
<u>LIABILITIES:</u>			
Accounts Payable	\$1,111.03		
Unpaid Compensated Absences	\$22,867.06		
Accrued Salaries	\$12,172.42		
Lease Payable	\$1,510,000.00		
Lease Interest Payable	\$6,040.00		
		TOTAL LIABILITIES	\$1,552,190.51
<u>FUND BALANCE:</u>			
Retained Earnings	\$984,193.79		
Excess Revenue over Expenditures	\$112,930.99		
		TOTAL FUND BALANCE	\$1,097,124.78
		TOTAL LIABILITIES & FUND BALANCE	\$2,649,315.29

RISK MANAGEMENT FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,800.00	\$52.81	\$733.20	\$1,066.80
Miscellaneous	\$5,000.00	\$0.00	\$15,186.00	-\$10,186.00
Compensation for Loss	\$5,000.00	\$107,230.28	\$128,692.01	-\$123,692.01
Transfer of Reserves	\$200,000.00	\$0.00	\$149,997.00	\$50,003.00
Transfer Workers Comp	\$230,505.00	\$0.00	\$172,872.00	\$57,633.00
TOTAL REVENUES	\$442,305.00	\$107,283.09	\$467,480.21	-\$25,175.21

<u>EXPENDITURES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Claims Paid	\$60,000.00	\$881.55	\$8,121.01	\$51,878.99
Expense for Workers Comp	\$233,000.00	\$0.00	\$174,210.00	\$58,790.00
Premium Fees	\$200,000.00	\$0.00	\$152,170.96	\$47,829.04
Expense for Unemployment	\$10,000.00	\$0.00	\$6,696.90	\$3,303.10
Materials & Supplies	\$300.00	\$0.00	\$189.41	\$110.59
Audit	\$560.00	\$0.00	\$560.00	\$0.00
Transfer to General Fund	\$1,800.00	\$0.00	\$0.00	\$1,800.00
TOTAL EXPENDITURES	\$505,660.00	\$881.55	\$341,948.28	\$163,711.72

BALANCE SHEET 9/30/2011

<u>ASSETS:</u>				
Cash	\$81,862.09			
Investments	\$896,912.73			
		TOTAL ASSETS		<u>\$978,774.82</u>
<u>LIABILITIES:</u>				
Accounts Payable	\$2.05			
		TOTAL LIABILITIES		\$2.05
<u>FUND BALANCE:</u>				
Emergency Reserve	\$350,000.00			
Retained Earnings	\$503,240.84			
Excess Revenue over Expenditures	\$125,531.93			
		TOTAL FUND BALANCE		<u>\$978,772.77</u>
		TOTAL LIABILITIES & FUND BALANCE		<u>\$978,774.82</u>

CAPITAL EQUIPMENT FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,300.00	\$46.03	\$664.76	\$635.24
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
Compensation for Loss	\$13,700.00	\$15,397.00	\$15,397.00	-\$1,697.00
Transfer of Reserves	\$131,487.00	\$10,030.00	\$90,270.00	\$41,217.00
Grants	\$4,860.00	\$0.00	\$5,400.00	-\$540.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$151,347.00	\$25,473.03	\$111,731.76	\$39,615.24

<u>EXPENDITURES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$865.00	\$0.00	\$865.00	\$0.00
Police Equipment	\$62,437.00	\$0.00	\$35,472.01	\$26,964.99
Dispatch Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Fire Equipment	\$67,000.00	\$0.00	\$52,430.10	\$14,569.90
Public Works Equipment	\$15,750.00	\$0.00	\$13,523.00	\$2,227.00
Parks, Lib & Rec Equipment	\$12,350.00	\$0.00	\$12,350.00	\$0.00
Non-Dept Equipment	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$158,402.00	\$0.00	\$114,640.11	\$43,761.89

**BALANCE SHEET
9/30/2011**

Cash	\$40,551.78		
Investments	\$744,682.35		
Fixed Assets (Net)	\$1,950,833.83		
		TOTAL ASSETS	\$2,736,067.96
<u>LIABILITIES:</u>			
Accounts Payable	\$0.00		
Lease Payable	\$213,210.98		
Lease Interest Payable	\$5,223.67		
		TOTAL LIABILITIES	\$218,434.65
<u>FUND BALANCE:</u>			
Retained Earnings	\$2,520,541.66		
Excess Revenue over Expenditures	-\$2,908.35		
		TOTAL FUND BALANCE	\$2,517,633.31
		TOTAL LIABILITIES & FUND BALANCE	\$2,736,067.96

CAPITAL IMPROVEMENT FUND

9/30/2011

<u>REVENUES:</u>	BUDGETED 2011	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$2,000.00	\$45.43	\$992.87	\$1,007.13
Misc. Income	\$125,000.00	\$89,726.88	\$216,400.87	-\$91,400.87
Rents From Land	\$44,971.00	\$3,116.18	\$35,761.19	\$9,209.81
Grants	\$126,970.00	\$0.00	\$55,000.00	\$71,970.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00
Communication Building	\$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	\$117,775.00	\$0.00	\$117,774.72	\$0.28
Transfer from Ethel Lindstrom Fund	\$151,622.00	\$0.00	\$151,621.17	\$0.83
Transfer from Library Improv Fund	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$568,338.00	\$92,888.49	\$577,550.82	-\$9,212.82

<u>EXPENDITURES:</u>	BUDGETED 2011	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Museum Building	\$646,536.00	\$0.00	\$646,536.00	\$0.00
Museum Exhibits	\$242,751.00	\$1,389.20	\$118,566.72	\$124,184.28
Library Addition	\$486,445.00	\$733.00	\$203,755.86	\$282,689.14
Tennis Court Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Land Transaction	\$0.00	\$0.00	\$0.00	\$0.00
Land Purchase	\$125,000.00	\$0.00	\$104,255.14	\$20,744.86
Building Improvements - Comm Bldg	\$0.00	\$0.00	\$0.00	\$0.00
Audit	\$510.00	\$0.00	\$510.00	\$0.00
Transfer to Service Center	\$44,000.00	\$0.00	\$0.00	\$44,000.00
TOTAL EXPENDITURES	\$1,545,242.00	\$2,122.20	\$1,073,623.72	\$471,618.28

CAPITAL IMPROVEMENT FUND

BALANCE SHEET

9/30/2011

<u>ASSETS:</u>		
Cash	\$82,389.80	
Accounts Receivable	\$63,397.62	
Allowance for Collectables	-\$29,396.07	
Investments	\$628,611.36	
Investment - Museum Building	\$0.00	
Investment - Museum Exhibits	\$124,236.33	
TOTAL ASSETS		\$869,239.04

LIABILITIES:

Accounts Payable \$869.35

TOTAL LIABILITIES

\$869.35

FUND BALANCE:

Unreserved Fund Balance \$1,364,442.59

Excess Revenue over Expenditures -\$496,072.90

TOTAL FUND BALANCE

\$868,369.69

**TOTAL LIABILITIES
& FUND BALANCE**

\$869,239.04

PERSONNEL/HR DEPARTMENT

SEPTEMBER 2011 MONTHLY REPORT

The following is a partial list of activities in which the Personnel/HR Department participated in during the month of September 2011.

CDL TESTING – A DOT Random Drug test was not conducted during the month of September. There were four 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 September, there were four claims reported by employees.

JOB OPPORTUNITIES –

Positions Open	Positions Filled
Maintenance Worker I (Cemetery)	
Firefighter positions (6)	

UPS COORDINATOR –

UPS CLIENTS		
	MONTH	YEAR TO DATE
Total clients for the month of September	32	321
Total City clients	15	200
City clients that worked	6	109
New City Clients during September	3	59
City Clients cases closed during September	4	64
Total hours assigned to City clients	481	5745
Total hours worked by City Clients	87	1286

PERSONNEL BOARD – Personnel Board did not meet during September.

MISCELLANEOUS ACTIVITIES

- HR Assistant continued working on Neogov setup for online applications.
- CIRSA presented Slips, Trips, and Falls/Back Injury training at the Service Center on September 19.
- CHP presented training on September 13.
- Information was received for 2012 insurance premiums.
- Fire fighter written testing was held on September 16. Physical agility testing was held on September 17 for those that passed the written test.
- EEO-4 report was completed by HR Assistant.
- Supervisory personnel attended a CIRSA webinar on Harassment presented by Tami Tanoue. The webinar was set up at the Service Center and also individual computers. This will serve as harassment training for the Loss Control Audit in 2012.

MUNICIPAL COURT

SEPTEMBER 2011 MONTHLY REPORT

DESCRIPTION	Sept 2011	Sept 2010	Sept Change	YTD 2011	YTD 2010	YTD Change	5 yr YTD Avg	5 yr YTD Change
ARRAIGNMENTS	26	83	-69%	406	646	-37%	680	-40%
JUVENILE CASES	2	8	-75%	52	80	-35%	114	-54%
TRAFFIC		1	-100%	5	2	150%	4	32%
NO INSURANCE				1	2	-50%	1	-17%
NO SEAT BELT				1	2	-50%	1	-29%
SPEEDING					2	-100%	1	-100%
UNDERAGE POSS OF TOBACCO		2	-100%	6	6		8	-23%
POSS. OF MARIJUANA/DRUG PARAPHERNALIA				4	4		14	-71%
THEFT	2			7	12	-42%	9	-24%
DISTURBING THE PEACE/NOISES		1	-100%	5	9	-44%	8	-34%
RESISTING ARREST/FAILURE TO COMPLY				3			2	88%
INJURING/DEFACING PROPERTY				5	5		6	-11%
TRESPASSING					8	-100%	5	-100%
UNDERAGE POSS/CONS ALCOHOL/PROCURE		3	-100%	5	19	-74%	41	-88%
CURFEW FOR MINORS				1	3	-67%	7	-85%
OTHER		1	-100%	9	6	50%	8	15%
ADULT CASES	24	75	-68%	354	566	-37%	566	-38%
TRAFFIC	3	7	-57%	36	57	-37%	54	-33%
NO INSURANCE		17	-100%	14	115	-88%	49	-71%
NO SEAT BELT	1	5	-80%	46	76	-39%	85	-46%
SPEEDING	3	15	-80%	32	81	-60%	82	-61%
PARKING	1	15	-93%	41	67	-39%	61	-33%
POSS. MARIJUANA/DRUG PARAPHERNALIA		6	-100%	22	45	-51%	34	-36%
THEFT	3	3		40	20	100%	20	102%
DISTURBING THE PEACE/NOISES	2			11	18	-39%	21	-47%
RESISTING ARREST/FAILURE TO COMPLY				2	1	100%	4	-44%
INJURING/DEFACING PROPERTY				9	2	350%	5	67%
TRESPASSING	2	1	100%	7	8	-13%	24	-71%
UNDERAGE POSS/CONS ALCOHOL	3	3		29	39	-26%	61	-52%
SALE / PROCUREMENT / OPEN CONTAINER					2	-100%	6	-100%
OTHER	3	1	200%	25	12	108%	29	-13%
ANIMAL	3	1	200%	34	20	70%	33	4%
NUISANCES		1	-100%	7	3	133%	20	-66%
JUVENILE ARR'S FOUND GUILTY	2	6	-67%	40	62	-35%	66	-39%
JUVENILE ARR'S DISMISSED					3	-100%	30	-100%
JUVENILES PLACED ON PROB/DJ/UPS	2	7	-71%	43	60	-28%	76	-44%
JUVENILE VIOLS OF PROB/DJ/UPS		2	-100%	4	8	-50%	10	-59%
JUVENILE FTA/PWL							49	-100%
ADULT ARR'S FOUND GUILTY	11	27	-59%	177	231	-23%	218	-19%
ADULT ARR'S DISMISSED	2	18	-89%	33	106	-69%	84	-61%
ADULTS PLACED ON PROB/DJ/UPS	12	14	-14%	89	83	7%	97	-9%
ADULT VIOLS OF PROB/DJ/UPS		1	-100%	3	3		15	-80%
ADULT FTA/PWL	4	4		39	36	8%	116	-66%

DESCRIPTION	Sept 2011	Sept 2010	Sept Change	YTD 2011	YTD 2010	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	28	46	-39%	233	331	-30%	404	-42%
CONTINUANCE/SET FOR TRIALS/ETC	4	20	-80%	63	114	-45%	136	-54%
CASES REVIEWED	38	49	-22%	336	422	-20%	397	-15%
TRIALS FOUND GUILTY	8	8		32	53	-40%	64	-50%
TRIALS FOUND NOT GUILTY				2	3	-33%	304	-99%
TRIALS DISMISSED	2	6	-67%	8	33	-76%	62	-87%
NEW CHARGES PROCESSED	69	159	-57%	618	1,453	-57%	1,163	-47%
NEW WARRANTS	9	12	-25%	117	165	-29%	180	-35%
DAYS JUVENILES SENT TO DETENTION		4	-100%	6	10	-40%	164	-96%
DAYS ADULTS SENT TO JAIL	5	30	-83%	38	70	-46%	133	-71%
PAID TICKETS	41	105	-61%	455	817	-44%	866	-47%
PAID WITH AUTO POINT REDUCTION	20	28	-29%	174	221	-21%	221	-21%
PAID AS REGULAR TICKET	21	77	-73%	281	596	-53%	539	-48%
FROM PWL TO WARRANT				1	4	-75%	5	-78%

POLICE DEPARTMENT

SEPTEMBER 2011 MONTHLY REPORT

During September, 2011, the police department responded to 1,005 Calls for Service, a 19 percent decrease from the 1,241 Calls for Service responded to in September 2010. The year-to-date Calls for Service at the end of September were 8,715, an 18 percent decrease from the 10,677 calls reported at the end of September, 2010.

Officers responded to 23 traffic accidents during the month of September which is a 23 percent decrease from the 30 responded to in September of 2010. Through the end of September, officers have responded to 211 traffic accidents, which is a 7 percent increase over the 198 accidents covered during the same time period last year.

Officers issued 45 penalty assessments during September 2011, which is a 43 percent decrease from the 79 penalty assessments issued in September 2010. Among the criminal offenses reported were three sex offenses, five assault offenses, three burglaries, 29 larceny/thefts, and 18 vandalisms. The value of property stolen during the month was \$51,946, and \$13,835 was recovered. Officers arrested 31 adults and two juveniles, for a total of 33 arrests in September of 2011. This is 34 less arrests or a 51 percent decrease from the 67 total arrests made in September of 2010.

In August, the Youth Services Division received 17 youth referrals (eight males and nine females). Youth referrals were received from the following: thirteen from the Sterling Police Department, one from the District Court, and three from schools.

Officers responded to 41 calls at local liquor establishments, eighteen more than the 23 calls responded to in September of 2010.

Sterling Police Officers and staff completed 211.75 hours of training during the month of September 2011. Year-to-date, employees have attended more than 4,383.58 hours of training.

DESCRIPTION	Sept 2011	Sept 2010	Sept Change	YTD 2011	YTD 2010	YTD Change	5 yr YTD Avg	5 yr YTD Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	1,005	1,241	-19%	8,715	10,677	-18%	11,203	-22%
MOTOR VEHICLE ACCIDENTS	23	30	-23.33%	211	198	7%	216	-2%
CRIMINAL OFFENSES	88	116	-24%	897	1,060	-15%	1,014	-12%
GROUP "A" OFFENSES	65	84	-23%	512	726	-29%	638	-20%
GROUP "B" OFFENSES	23	32	-28%	385	334	15%	376	3%
VANDALISM	18	21	-14%	113	138	-18%	130	-13%
ARRESTS								
ADULTS	31	53	-42%	381	497	-23%	553	-31%
JUVENILES	2	14	-86%	28	87	-68%	102	-73%
PROPERTY								
STOLEN	51,946	28,266	84%	167,341	370,470	-55%	284,918	-41%
RECOVERED	13,835	13,892	0%	29,919	130,255	-77%	92,465	-68%
MUNICIPAL CHARGES								
PA'S	45	79	-43%	526	992	-47%	1,122	-53%
CRIMINAL CHARGES	17	20	-15%	161	170	-5%	246	-35%
WARNINGS	193	321	-40%	1,789	2,895	-38%	2,555	-30%
STATE CHARGES								
TRAFFIC	27	34	-21%	229	348	-34%	404	-43%
DUI'S	8	10	-20%	42	63	-33%	76	-45%
CRIMINAL CHARGES	13	42	-69%	213	286	-26%	296	-28%
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	8	20	-60%	137	119	15%	136	1%
FEMALE	9	8	13%	59	71	-17%	80	-26%
TOTAL	17	28	-39%	196	190	3%	216	-9%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	13	23	-43%	170	170		195	-13%
LOGAN COUNTY SHERIFF'S OFFICE		1	-100%	4	4		8	-52%
DISTRICT COURT	1			5	4	25%	2	213%
STATE PATROL/OTHER JURISDICTION		1	-100%	2	1	100%	1	43%
PARENT/SELF				1	2	-50%	4	-76%
SCHOOL	3	2	50%	14	9	56%	6	141%

STERLING FIRE DEPARTMENT
SEPTEMBER 2011 MONTHLY REPORT

OPERATIONS:

Chief

- Attended the NFA Executive Fire Officer Program
- Our department held the MDA Boot block
- Attended the RE-1 Valley Safety meeting Reunification drill
- Led City Safety meeting
- Led the Standard Operating Procedure meeting
- Met with hospital staff
- Led Command Staff meeting
- Met with Dr. Bacon
- Hosted the Logan County Fire Chiefs meeting
- Began ordering supplies for the Med Units
- Started EMS services for Logan County
- Conducted and assisted the written, Physical agility and Interviews for new hires
- Gave a presentation to the Quota club
- Met with Crook Fire District
- Attended Sterling Rural Fire Protection District meeting
- Met with Schofield with the USDA
- Attended City Council meeting
- Worked on performance evaluations
- Conference with Haxtun ambulance district
- Received three heart monitors from Washington county
- Attended CPM course
- Worked on a State EMS emergency grant for equipment

TRAINING:

- CIRSA Training
- Volunteer Training Ventilation
- FETN Training
- Physical Agility testing
- Trauma Team Training at SRMC
- EMS Transport forms training
- EMS Refresher course

MAINTENANCE:

- ✓ Washed 8 & 12 length hose
- ✓ Work order for R-17 (injector problem) and E-12 (Air horn issue/tighten oil filter)
- ✓ Dried and put away 8 lengths of 1 3/4" hose and 5 lengths of 1 1/4"
- ✓ Pump tested E-12, E-11, E-16, T-18
- ✓ Squad 13 batteries replaced

OTHER:

- Completed 6 Business inspections
 - Checked medical bags
 - NJC Fire Alarm Drill
 - Completed quarterly SCBA Air sample test
- MES upgrading several air packs
Picked up 4 O²Regulators from Linweld

MAJOR INCIDENTS:

9-1-11	IR# 1003	150 Edwards	Gas cylinder fire (Recall)
9-2-11	IR# 1010	CO 6, CR-18	Crash
9-2-11	IR# 1011	3 RD & Chestnut	Hazmat Accident (Recall)
9-3-11	IR# 1016	13213 CR 370	Structure Fire
9-4-11	IR# 1021	28105 CR-75	Mut aid Crook-Struct Fire
9-19-11	IR# 1080	CR-32 & 39	Grass Fire
9-21-11	IR# 1089	721 Landrum Ln	Medical –Medic 2
9-24-11	IR# 1106	W-CR 102 (weld Co)	Auto Accident-Medic 2

DESCRIPTION	Sept 2011	Sept 2010	Sept Change	YTD 2011	YTD 2010	YTD Change	5 yr YTD Avg	5 yr YTD Change
FIRES								
City	1	2	-50%	28	25	12%	28	-1%
Rural	5	7	-29%	51	49	4%	59	-14%
Total	6	9	-33%	79	74	7%	87	-10%
EMS/RESCUE								
City	64	74	-14%	567	584	-3%	543	4%
Rural	24	12	100%	156	108	44%	123	27%
Total	88	86	2%	723	692	4%	666	9%
HAZARDOUS CONDITION								
City	17	26	-35%	157	155	1%	103	52%
Rural	1	6	-83%	66	49	35%	38	76%
Total	18	32	-44%	223	204	9%	141	59%
TOTAL 911 SERV CALLS								
City	82	102	-20%	751	819	-8%	799	-6%
Rural	30	25	20%	276	220	25%	250	10%
Total	112	127	-12%	1,027	1,039	-1%	1,049	-2%
AVERAGE RESPONSE TIME								
City	3	4	-18%	32	40	-19%	40	-20%
Rural	15	11	39%	94	104	-9%	99	-5%
Overall Average	7	6	30%	63	72	-12%	64	-1%
GENERAL ALARMS								
Total General Alarms	3	3	0	38	43	-12%	38	-1%
Average Number of Firefighters	11	16	-31%	89	127	-30%	124	-28%
BUILDING FIRES								
Total Building Fires	2	2	0	13	15	-13%	13	2%
Fires Confined to Rm of Origin	0	0	0	0	4	-100%	7	-100%
TRAINING HOURS								
Career Hours	253	398	-37%	2,370	3,136	-24%	2,394	-1%
Volunteer Hours	54	22	143%	669	497	35%	761	-12%
Total Hours	307	420	-27%	3,039	3,633	-16%	3,155	-4%
Average Career Hours	16.8	26.5	-37%	158	209	-24%	160	-1%
Average Volunteer Hours	5	2	143%	56	41	35%	63	-12%
FIRE INSPECTIONS								
New Inspections	9	44	-80%	18	313	-94%	369	-95%
Re-Inspections	4	9	-56%	7	143	-95%	201	-97%
Total Inspections	13	53	-75%	25	456	-94%	570	-96%
HYDRANT INSPECTIONS								
	0	60	-100%	1	250	-100%	326	-100%

PUBLIC WORKS DEPARTMENT

SEPTEMBER 2011 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of September with a high temperature of 101° recorded at the water stations on the 1st. Evening temperatures also fluctuated similarly with a low of the month being 38° on the evening of the 22nd and a high evening low of 69° recorded on the 5th. The station located east of Sterling recorded a total precipitation of .48" for the month. However, at Sterling Municipal Airport there was a total of 1.24" recorded in the month of September.

MONTHLY CLIMATOLOGICAL SUMMARY for SEP. 2011

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

TEMPERATURE (°F), RAIN (in), WIND SPEED (mph)

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	73.0	91.3	4:30p	61.0	7:30a	8.8	31.2	0.00	9.7	53.0	6:30a	N
2	63.5	74.5	4:30p	49.7	12:00m	22.9	17.1	0.00	20.1	76.0	8:30a	N
3	61.4	83.4	4:30p	41.3	6:30a	22.6	17.4	0.00	5.6	41.0	3:00p	E
4	67.6	91.7	4:00p	42.7	7:00a	17.8	22.2	0.00	11.3	52.0	1:30p	S
5	63.1	77.7	3:30p	49.6	6:30a	21.4	18.6	0.00	3.7	37.0	10:30p	NNE
6	60.2	71.9	9:30a	55.7	7:00a	0.0	0.0	0.00	3.4	30.0	2:00a	SSW
7	70.5	80.9	5:00p	52.5	12:00m	18.3	21.7	0.00	11.0	42.0	12:30p	SW
8	64.1	86.7	3:00p	44.4	6:00a	19.5	20.5	0.00	3.3	33.0	1:00p	NE
9	64.4	84.7	4:00p	45.0	6:30a	20.2	19.8	0.00	2.5	26.0	2:30p	NNE
10	64.5	88.4	3:30p	44.3	6:30a	18.6	21.4	0.00	2.3	23.0	11:30a	NNE
11	67.8	92.5	5:00p	45.7	7:00a	15.9	24.1	0.00	6.4	52.0	1:00p	SSW
12	69.5	94.4	2:00p	48.3	6:00a	13.6	26.4	0.00	8.4	46.0	10:30a	N
13	68.7	89.2	2:30p	55.7	12:00m	12.6	27.4	0.00	10.7	56.0	1:00p	S
14	54.3	59.6	1:00p	46.3	12:00m	32.1	7.9	0.23	12.2	46.0	5:30p	ENE
15	46.1	50.7	12:00m	42.0	9:30a	38.7	1.4	0.77	13.8	42.0	3:00a	ESE
16	60.8	83.7	4:00p	50.0	7:00a	18.2	21.8	0.00	7.0	44.0	12:00p	SSE
17	61.2	84.4	2:00p	48.1	6:30a	18.8	21.3	0.23	5.0	73.0	5:30p	NE
18	60.1	81.9	5:00p	40.9	7:00a	23.6	16.4	0.01	2.0	25.0	2:30p	SSW
19	63.7	86.7	4:00p	42.2	7:00a	20.6	19.4	0.00	9.3	63.0	2:00p	SSW
20	57.7	70.3	4:30p	45.5	6:30a	27.1	12.9	0.00	15.6	85.0	2:30a	N
21	56.0	72.9	3:30p	43.8	12:00m	26.6	13.4	0.00	2.1	26.0	2:00p	NNE
22	56.6	83.1	5:00p	36.2	7:00a	25.4	14.6	0.00	3.6	29.0	9:00a	SSW
23	60.6	88.2	4:30p	35.5	6:00a	23.2	16.8	0.00	5.3	42.0	2:30p	S
24	63.5	88.3	2:00p	41.9	7:00a	19.9	20.1	0.00	8.0	57.0	12:30p	N
25	64.7	91.6	3:30p	43.0	6:30a	17.7	22.3	0.00	1.9	28.0	4:30p	NE
26	64.0	90.1	4:00p	43.0	7:00a	18.5	21.5	0.00	4.0	55.0	3:30p	N
27	65.2	89.7	3:30p	46.5	7:00a	16.9	23.1	0.00	3.0	21.0	1:00p	NE
28	64.3	90.2	3:00p	42.1	7:00a	18.9	21.1	0.00	4.2	26.0	4:00p	NE
29	57.7	71.9	4:30p	42.6	12:00m	27.8	12.3	0.00	12.9	56.0	4:30a	N
30	58.7	84.7	4:00p	38.2	7:00a	23.6	16.4	0.00	10.3	65.0	11:30a	S
<hr/>												
	62.4	94.4	12	35.5	23	609.3	550.7	1.24	7.3	85.0	20	SSW

Max >= 90.0: 7

Max <= 32.0: 0

Min <= 32.0: 0

Min <= 0.0: 0

Max Rain: 0.77 ON 9/15/11

Days of Rain: 3 (>.01 in) 3 (>.1 in) 0 (>1 in)

Heat Base: 85.0 Cool Base: 45.0 Method: (High + Low) / 2

STREET/SANITATION DIVISIONS

The resources spent sweeping City streets is down with 55 blocks being swept throughout the month compared to a year ago. However, the division also expended 222 tons of granular base, grading 240 blocks of alleys and 0 blocks of streets throughout the City. The division expended 143 tons of hot bituminous mix in pothole repair.

A 0% increase/decrease in resources was expended in cleaning catch basins with the number being 533 throughout the month compared to -0- reported a year ago.

The division replaced 3 traffic control signs, installed 8 new traffic control signs, and removed 3 traffic control signs throughout the City. The division expended 110 gallons of paint during the month painting curbs.

The sanitation division collected 43 tons of loose trash throughout the month. However, they collected 525 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. The division furthermore disposed of 61 tons of street sweepings and/or miscellaneous debris from the Service Center throughout the month.

DESCRIPTION	Sept 2011	Sept 2010	Sept Change	YTD 2011	YTD 2010	YTD Change	5 yr YTD Avg	5 yr YTD Change
STREET MAINTENANCE								
Streets Swept (Blocks)	55	288	-81%	3,131	3,863	-19%	5,745	-45%
Streets Swept (Intersections)								
Sweeper Water-Dust Control (Gals)	1,280	3,880	-67%	39,400	58,190	-32%	67,624	-42%
Flushing Streets (Gals)								
Gravel/ABC-Alleys (Tons)	28			270	727	-63%	494	-45%
Gravel/ABC-Streets (Tons)	194	88	121%	693	208	233%	277	151%
Grading Alleys (Blocks)	240			1,441	994	45%	1,012	42%
Grading Streets (Blocks)				157	544	-71%	608	-74%
Grade Parking Lots (Blocks)							4	-100%
Excavate Sub-base (Cu Yds)	30			256	502	-49%	388	-34%
Excavate Asphalt (Tons)		419	-100%		763	-100%	666	-100%
Excavate Concrete (Tons)					27	-100%	80	-100%
Structure Backfill (Tons)	85			1,096	505	117%	941	16%
Backfill-Pit Run & Yard Stock Dirt (Cu Yds)	116			946	425	123%	638	48%
Hot Bituminous Mix (Tons)	143	189	-24%	702	846	-17%	845	-17%
Emulsion/Tack Oil (Gals)	53			203			100	103%
Cold Mix-Asphalt (Tons)				1,878	8	23229%	491	282%
Catchbasins - Altosid Briquets				2,340	2,161	8%	1,484	58%
Catchbasins Cleaned (Each)	533			5,251	4,272	23%	2,963	77%
Painting-Parking (Gals)		35	-100%	18	116	-84%	71	-75%
Painting-Crosswalks (Gals)		22	-100%	63	116	-46%	99	-36%
Painting-Curbs (Gals)	110			110	291	-62%	215	-49%
Painting-Symbols (Gals)								
Painting-Lanes(Gals)					14	-100%	23	-100%
SIGN MAINTENANCE								
Traffic Control-Repair (Each)				2	3	-33%	9	-78%
Traffic Control-Replace (Each)	3	7	-57%	114	97	18%	82	39%

Traffic Control-Install (Each)	8	10	-20%	146	132	11%	103	41%
Traffic Control-Remove (Each)	3	7	-57%	116	120	-3%	86	34%
Street Name-Repair (Each)				1	76	-99%	22	-95%
Street Name-Replace (Each)				178	204	-13%	60	199%
Street Name-Install (Each)				180	204	-12%	88	105%
Delineators-Repair & Replace (Each)					3	-100%	7	-100%
SNOW/ICE CONTROL								
Snow Removal (Loads)				730	239	205%	623	17%
Salt/Sand Mix Material (Tons)				237	161	47%	223	6%
Plowed/Sanded Streets (Miles)				2,776	1,556	78%	1,914	45%
SANITATION								
Loose Trash/Debris Collection:WO (Tons)	43	69	-37%	484	1,039	-53%	696	-30%
Compacted Trash Collection (Tons)	525	496	6%	4,584	4,837	-5%	4,748	-3%
Alley Debris/Trash Removal: T & M (Tons)		247	-100%		419	-100%	115	-100%
Yard: Sweepings + Misc Debris (Tons)	61			703	612	15%	1,230	-43%
Container Repairs-90 Rollouts (Each)		1	-100%	45	152	-70%	257	-82%
Container Repairs-Dumpsters (Each)	24	15	60%	230	348	-34%	290	-21%
Level Dumpsters - Gravel Base Pad							4	-100%
Weed Control-Mowing (Hours)	33	10	230%	210	187	12%	149	40%
Weed Control-Burning (Hours)							3	-100%
MATERIAL PROCESSING								
Haul Materials from Airport Pit (Cu Yds)							317	-100%
Haul Sand from Logan County Landfill					20	-100%	4	-100%
Haul Materials from Vendor Yard (Tons)	104			1,293	702	84%	1,434	-10%
Haul Materials from Project Site (Cu Yds)	102	2,033	-95%	1,389	2,408	-42%	2,391	-42%
Haul Pulverized Asphalt/Millings (Cu Yds)	220	275	-20%	579	1,161	-50%	619	-6%
MISCELLANEOUS								
Haul Rip Rap Materials--Concrete							130	-100%
Crack Sealing (#s per day)				38,790	20,310	91%	19,067	103%

WATER/SEWER DIVISION

The water division produced 123,470,300 gallons, an 8% decrease compared to September a year ago, and a 25% decrease in hours logged. Furthermore the division responded to 390 requests for locates throughout the month. The meter reader read 4,268 meters resulting in 32 turn-offs for delinquent payment and also 27 investigations for high usage. The division continued the testing regime necessary for the health department regulations, responded to 74 and cleared 74 SCADA alarms at the time of reporting.

The sewer division cleaned 3,000 feet of sewer line throughout the month. This division responded to 390 requests for locates.

MISCELLANEOUS - OTHER								
Concrete Blocks Built (No.)								
Water Main Leak Detection (Feet)					40	-100%	8	-100%
METER SECTION								
METERS (No.)								
Meters Read	4,268	4,003	7%	39,780	41,449	-4%	40,020	-1%
Meter Turn-offs (for repair)	6	18	-67%	126	116	9%	121	4%
Meter Turn-offs (delinquent)	32	51	-37%	533	578	-8%	536	0%
Meter Turn-ons (all)	64	71	-10%	708	675	5%	614	15%
METER MAINTENANCE (No.)								
Meters Repaired - In House							11	-100%
Meters Repaired - In Field				2	17	-88%	30	-93%
Meters Repaired - Manufacturer								
METER INVESTIGATIONS (No.)							1	-100%
Zero Consumption							9	-100%
High Usage	27	19	42%	204	386	-47%	363	-44%
Leaking in Meter Pit							2	-100%
METER PIT MAINTENANCE (No.)								
Curb Stops Repaired				2	1	100%	1	150%
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	23	25	-8%	138	169	-18%	195	-29%
Park Meters Read	28	29	-3%	257	231	11%	186	38%
WELL HOUSE MAINTENANCE (No.)								
Motors Checked	390	390		3,549	3,549		3,417	4%
Well Building Security Checked	630	630		5,733	5,733		4,327	32%
WELL MAINTENANCE (No.)								
Well GPM Check							18	-100%
Well Check for Sand							16	-100%
Well Static Level							15	-100%
Well Draw Down							11	-100%
Well Air Check	90	90		819	426	92%	102	706%
GROUND STORAGE TANKS (No.)								
7.5 MG Tank Checked	60	60		546	546		444	23%
7.5 MG Tank Level Checked	60	60		546	546		444	23%
2.0 MG Tank Checked	60	60		546	546		444	23%
2.0 MG Tank Level Checked	60	60		546	546		444	23%
Security Checks	60	60		546	546		607	-10%
ELEVATED STORAGE TANKS (No.)								
0.25 MG North Checked	90	90		819	819		741	11%
0.25 MG North Level Checked	90	90		819	819		742	10%
0.25 MG South Checked	90	90		819	819		742	10%
0.25 MG South Level Checked	90	90		819	819		745	10%

Security Checks	180	180		1,638	1,638		1,288	27%
WATER QUALITY TESTING (No.)								
Well Samples Taken		29	-100%	11	108	-90%	88	-88%
Distribution Samples Taken		26	-100%	15	205	-93%	198	-92%
Chlorine Samples Taken	150	72	108%	563	528	7%	511	10%
Bacteriological Samples Taken		34	-100%	106	148	-28%	144	-26%
Other - Samples taken					208	-100%	79	-100%
SCADA SYSTEM (No.)								
SCADA Alarms	74	55	35%	846	356	138%	224	278%
SCADA Alarms Cleared	74	55	35%	842	355	137%	221	281%
DISINFECTION (No.)								
Chlorine Bottles Picked Up	14	22	-36%	119	116	3%	93	27%
Chlorine Bottles Returned	14	22	-36%	120	110	9%	92	31%
POTABLE WELLS								
WELLS PUMPED								
Hours	3,127	4,172	-25%	25,741	27,754	-7%	33,464	-23%
Gallons	123,470	133,484	-8%	809,774	848,446	-5%	975,092	-17%
Call Customer By Phone							4	-100%
UNCC LOCATES								
City Requests	15			142				
Private Requests	115			904				

DESCRIPTION	Sept 2011	Sept 2010	Sept Change	YTD 2011	YTD 2010	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							2	-100%
Sewer Service Inspected (No.)		1	-100%		2	-100%	1	-100%
Sewer Service Repaired (No.)		1	-100%		3	-100%	4	-100%
Sewer Lines Installed (Ft.)								
Sewer Lines Installed (Ft.) 6"							62	-100%
Sewer Lines Installed (Ft.) 8"					900	-100%	521	-100%
Sewer Lines Installed (Ft.) 10"								
Sewer Lines Installed (Ft.) 12" & larger								
Sewer Lines Replaced (Ft.) 4"							16	-100%
Sewer Lines Replaced -6" (Ft)				23				
Sewer Lines Replaced -8" (Ft)							848	-100%
Sewer Lines Replaced -10" (Ft)							65	-100%
Sewer Lines Replaced-12" & larger (Ft)								
Sanitary Sewer Relined-all sizes (Ft)								
Sewer Lines Cleaned (Ft.) 4"							20	-100%
Sewer Lines Cleaned (Ft.) 6"				429	300	43%	1,183	-64%
Sewer Lines Cleaned (Ft.) 8"		800	-100%	5,665	9,750	-42%	23,422	-76%
Sewer Lines Cleaned (Ft.) 10"	1,500			8,750	5,400	62%	9,537	-8%

Sewer Lines Cleaned (Ft.) 12" & larger	1,500			4,715	1,100	329%	3,409	38%
Sewer Lines Repaired (Ft.)							0	-100%
Sewer Lines Repaired (Ft.) 6"								
Sewer Lines Repaired (Ft.) 8"							171	-100%
Sewer Lines Repaired (Ft.) 10"				4	1,800	-100%	460	-99%
Sewer Lines Repaired (Ft.) 12" & larger					1	-100%	80	-100%
Sanitary Tap Locates (No.)				8	98	-92%	61	-87%
Sanitary Line Locates (No.)	130	116	12%	991	949	4%	703	41%
Sanitary Manhole Locates (No.)	260	232	12%	1,940	1,632	19%	1,036	87%
Sanitary Manholes Constructed (No.)							0	-100%
Sanitary Manholes Inspected (No.)					1	-100%	6	-100%
Sanitary Manholes Repaired (No.)				1	1		1	-29%
Sanitary Manholes Raised (No.)								
Sanitary Manholes Lowered (No.)								
Lift Stations Checked (No.)		11	-100%	1	44	-98%	46	-98%
Lift Stations Cleaned/Washed (No.)		12	-100%	44	89	-51%	57	-23%
Lift Stations Repaired (No.)		2	-100%		5	-100%	3	-100%
Lift Station Alarms (No.)					1	-100%	43	-100%
MISCELLANEOUS-OTHER								
Sewer Lines Televised (Ft.) all sizes	40			40			608	-93%
Sewer Service Lines Televised (No)		1	-100%		5	-100%	5	-100%
Sewer Service Taps Televised (No)					3	-100%	3	-100%
Sewer Service Lines Replaced (No)							0	-100%
Sewer Service Taps Replaced (No)							0	-100%
Manhole Risers Manufactured (No.)								
STORM SECTION								
Storm Sewer Lines Installed (Ft.)								
Sewer Lines Installed -8" (Ft)				180				
Sewer Lines Installed -10" (Ft)								
Sewer Lines Installed -12" & larger (Ft)								
Storm Sewer Lines Replaced (Ft.)								
sewer lines replaced-8" (Ft)							10	-100%
Sewer lines replaced-10" (Ft)				4				
Sewer Lines Replaced-12" & larger (Ft)								
Storm Sewer lines Cleaned (Ft.)								
Sewer lines cleaned-8" (Ft)				1,144			544	110%
Sewer lines cleaned-10" (Ft)				354			444	-20%
Sewer lines cleaned-12" & larger (Ft)				1,251			1,076	16%
Storm Sewer Lines Repaired (Ft.)								
Sewer Lines Repaired-8" (Ft)							16	-100%
Sewer Lines Repaired-10" (Ft)							2	-100%
Sewer Lines Repaired-12"&larger (Ft)							5	-100%
Storm Manholes Constructed (No.)					2	-100%	0	-100%
Storm Manholes Inspected (No.)								
Storm Manholes Repaired (No.)								
Storm Manholes Replaced (No.)							0	-100%
Catchbasins Constructed (No.)								
Catchbasins Inspected (No.)							9	-100%

Catchbasins Repaired (No.)								
Catchbasins Replaced (No.)								
Catchbasins Cleaned (No.)					12	-100%	12	-100%
Storm Sewer Line Locates (No.)	130	143	-9%	984	915	8%	928	6%
Storm Sewer Manhole Locates (No.)	260	205	27%	1,966	1,749	12%	896	119%
Call Customer by Phone					5	-100%	4	-100%

AIRPORT DIVISION

The airport division witnessed 279 operations during the month of September. Throughout the month this division sold 5,450 gallons of fuel, which is a 405% increase from September 2010. However the total year-to-date of 35,699 gallons of fuel, is a 47% increase compared to a year ago.

DESCRIPTION	Sept 2011	Sept 2010	Sept Change	YTD 2011	YTD 2010	YTD Change	5 yr YTD Avg	5 yr YTD Change
OPERATIONS BY A/C TYPE								
A/C Single Engine	192			1,261	837	51%	1,572	-20%
A/C Multi Engine	14			93	107	-13%	160	-42%
Helicopter	24	32	-25%	186	216	-14%	172	8%
Turbojet	49			316	330	-4%	500	-37%
Other Types							4	-100%
TOTAL OPERATIONS	279	32	772%	1,856	1,490	25%	2,408	-23%
AVIATION FUEL DISPENSATION								
Avgas (Gals.)	2,093			11,350	7,704	47%	14,832	-23%
Jet-A (Gals.)	3,357	1,079	211%	24,348	16,640	46%	19,737	23%
TOTAL FUEL	5,450	1,079	405%	35,699	24,344	47%	34,569	3%

CODE ENFORCEMENT DIVISION

There were 0 permits issued for new residential work with a construction value of \$0 in the month of September. There were 25 permits for residential additions/alterations with a construction value of \$152,665.00. There was 1 permit issued for new non-residential work with a construction value of \$10,000 in the month of September. Furthermore there were 7 permits for non-residential additions and/or alterations with a construction value of \$954,094.00. For summation of the month there was a total of 33 building permits issued with a fee structure of \$32,851; 0 demo permits with a fee structure of \$0; 5 fence permits with a fee structure of \$100; 7 mechanical permits with a fee structure of \$223; 4 sign permits with a fee structure of \$160; 2 excavation permits with a fee structure of \$10, 2 manufactured home hookup permits with a fee structure of \$150 and 287 miscellaneous permits and/or approvals issued with a fee structure of \$69,625.00. Throughout September, there were 340 permits and/or approvals issued with a 295% increase compared to a year ago. The fee structure is \$103,119.00, a 358% increase compared to a year ago.

DESCRIPTION	Sept 2011	Sept 2010	Sept Change	YTD 2011	YTD 2010	YTD Change	5 yr YTD Avg	5 yr YTD Change
NEW RESIDENTIAL								
Single-Family Detached 101								
Permits				2			1	100%
Units				2			1	100%
Value				204,300			182,177	12%
Condominiums/Townhouses 102								
Permits								
Units								
Value								
Duplex 103								
Permits					1	-100%	0	-100%
Units					2	-100%	0	-100%
Value					186,552	-100%	37,310	-100%
Three & Four Family 104								
Permits								
Units								
Value								
> 4 Family Apartments 105								
Permits								
Units								
Value								
Manufactured Homes 106								
Permits							0	-100%
Units							0	-100%
Value							1,120	-100%
TOTALS								
Permits				2	1	100%	2	25%
Units				2	2		2	11%
Value				204,300	186,552	10%	220,607	-7%
NEW RESIDENTIAL (GROUP/TRANSIENT)								
Hotels & Motels 213								
Permits								
Units								
Value								
Other Nonhousekeeping 214								
Permits								
Units								
Value								
TOTALS								
Permits								
Units								
Value								
RESIDENTIAL ADD/ALTERATIONS								
Residential Additions/Alterations 434								
Permits	22	13	69%	98	102	-4%	83	18%

Value	146,197	79,314	84%	514,657	674,271	-24%	648,279	-21%
Residential Garages/Carports 438								
Permits	3			10	4	150%	5	100%
Value	6,468			94,032	44,616	111%	54,476	73%
TOTALS - RES. ADD/ALTERATIONS								
Permits	25	13	92%	108	106	2%	88	23%
Value	152,665	79,314	92%	608,689	718,887	-15%	702,755	-13%
NEW NONRESIDENTIAL								
Amusement & Recreation 318								
Permits		1	-100%		1	-100%	0	-100%
Value		850,000	-100%		850,000	-100%	212,564	-100%
Churches & Religious 319								
Permits								
Value								
Industrial Buildings 320								
Permits							0	-100%
Value							1,511	-100%
Auto Service & Repair 322								
Permits							0	-100%
Value							20,532	-100%
Hospitals & Institutions 323								
Permits							0	-100%
Value							399,813	-100%
Offices 324								
Permits	1			1			1	67%
Value	10,000			10,000			137,571	-93%
Schools & Education 326								
Permits								
Value								
Commercial Buildings (Retail) 327								
Permits							1	-100%
Value							726,523	-100%
Public Works & Utilities 325								
Permits				2				
Value				12,001,939				
Other Buildings 328								
Permits				2	4	-50%	12	-84%
Value				46,602	142,757	-67%	480,054	-90%
Structures 329								
Permits					2	-100%	8	-100%
Value					4,000	-100%	184,913	-100%
TOTALS - NEW NONRESIDENTIAL								
Permits	1	1		5	7	-29%	23	-78%
Value	10,000	850,000	-99%	12,058,541	996,757	1110%	2,163,480	457%
NONRESIDENTIAL ADD/ALTERATIONS								
Nonresidential Add/Alterations 437								
Permits	7	3	133%	34	54	-37%	36	-5%
Value	954,094	16,131	5815%	2,065,026	5,283,096	-61%	2,679,962	-23%

DEMOLITIONS								
Single-Family 645								
Two-Family 646								
Three & Four Family 647								
Five or More Family 648								
Others 649					1	-100%	0	-100%
PERMITS AND FEES								
Building								
Permits	33	17	94%	149	169	-12%	148	1%
Fees	32,851	3,752	776%	93,786	125,554	-25%	124,747	-25%
Demolitions								
Permits		1	-100%	4	6	-33%	7	-46%
Fees		24	-100%	94	141	-33%	174	-46%
Fence								
Permits	5	3	67%	50	54	-7%	63	-21%
Fees	100	60	67%	1,000	1,060	-6%	1,235	-19%
Mechanical								
Permits	7	8	-13%	51	47	9%	35	46%
Fees	223	245	-9%	1,413	1,633	-13%	1,378	3%
Sign								
Permits	4	2	100%	27	20	35%	22	22%
Fees	160	80	100%	740	760	-3%	652	13%
Excavation								
Permits	2	9	-78%	54	52	4%	50	8%
Fees	10	15	-33%	540	305	77%	558	-3%
Manufactured Home Hookups								
Permits	2	1	100%	7	2	250%	7	6%
Fees	150	75	100%	525	150	250%	361	45%
Miscellaneous								
Permits	287	45	538%	484	192	152%	277	75%
Fees	69,625	18,274	281%	105,171	47,579	121%	52,597	100%
TOTALS - PERMITS AND FEES								
Permits	340	86	295%	826	542	52%	609	36%
Fees	103,119	22,525	358%	203,269	177,182	15%	181,702	12%

PARKS, LIBRARY AND RECREATION DEPARTMENT

SEPTEMBER 2011 MONTHLY REPORT

DEPARTMENT OVERVIEW

There were 10 Pavilion Reservations issued this month for a total year-to-date total of 198. Also, there was one Facility Use Permit issued during the month.

The amount of \$200 was paid out in the Tree Removal program, for a year-to-date balance of \$1,200. No money was paid out in the Tree Planting program in September, for a year-to-date total of \$100.

The Department secretary attended PLR staff, secretary and newsletter meetings during the month. She prepared the monthly report and distributed PLR news releases to media. She prepared the September newsletter and also attended Jim Martin's (PCF) retirement on Sept. 30.

The Director attended staff, Kiwanis and SWellness meetings during the month.

Sept. 1- Director met with PCF Superintendent Appelhans and Operations Coordinator Anderson at the Girl Scout House Building in Pioneer Park.

Sept. 1 - Director met with City Manager re: Girl Scout House in Pioneer Park.

Sept 7 – Director sent a memo to PLR Superintendents setting out after-hours use of facilities.

Sept. 8 – Director and department secretary attended a webinar on Leading a Culture on Service Excellence.

Sept. 9 – Director met with Recreation Superintendent Fuller and Assistant to the Recreation Superintendent Gress and Wally Beardsley, RE-1 at the Recreation Center to discuss programs.

Sept. 13 – Director and department secretary attended the Parks, Library and Recreation Board meeting. Division reports were given and other items discussed were Linvill Property; Library Policies; Facility Use; Recreation Center Entrance Categories; Krull Park. Also, Director Hungenberg thanked the Board for all of their hard work and Vision and Values were decided on.

Sept. 13 – Director and department secretary attended the CHP meeting.

Sept. 16 – Director sent a memo to Finance Director Forbes.

Sept. 19 – Director attended a harassment webinar.

Sept. 20 – Director attended the museum fall tea.

Sept. 23 – Director attended the retirement reception for Marilyn Hutt at the Overland Trail Museum. She also attended the thank you reception at the Overland Trail Museum.

Sept. 27 – Director made arrangements for the City picnic and invitations were sent to all employees and retirees.

Sept. 28 – Director took part and assisted with the City health fair.

Sept. 29 – A letter was sent for a PLR board member's reappointment.

Sept. 29 – Director attended a program meeting at the Recreation Center.

PARKS, CEMETERY AND FORESTRY

Parks - September was a warmer than normal month, resulting in an abundance of weed growth. The Parks crews have been busy mowing and trimming. Other projects have included landscaping projects at the museum, around the fountain. Crews have replaced the T boxes on the back nine of the Disc Golf Course. Propst Park's old Tennis court site has been completely returned to turf, with irrigation, compost and grass seed. Irrigation modifications were made at Prairie Park to accommodate seeding around the tennis courts. The pool cover was installed by PCF crews on the outdoor pool. Crews have winterized the irrigation system on South 3rd Avenue islands and the grasses have been trimmed. Jim Martin, a 12 year plus veteran of PCF, retired this month.

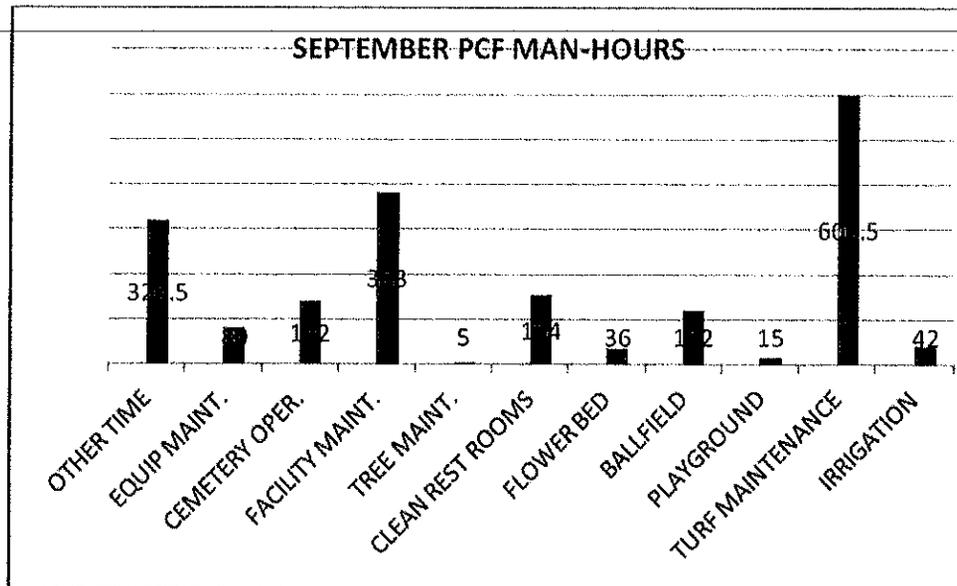
Cemetery - The Riverside Cemetery staff has been busy mowing, doing irrigation repairs and adjustments at the cemetery. There were thirteen funerals in September, with six of them being cremains. The staff sold five grave spaces and three Columbarium Niches this month. Cemetery crews have been aerating the turf to prepare for fertilizer.

Forestry - The Forestry Division has been slow, due to the vacancy created by the resignation of Michael Deshays. Twenty-seven trees were trimmed in September. George Ramos, of the Forestry Division, has been assisting PCF crews with a multitude of projects, as the majority of Forestry operations require a minimum crew of two.

Ongoing PCF projects:

- Perform all routine maintenance activities necessary
- Pesticide application
- Hire forestry worker
- Install new culvert at Pioneer Park
- Order new Columbine Park playground
- Fertilizer application

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



DESCRIPTION	Sept 2011	Sept 2010	Sept Change	YTD 2011	YTD 2010	YTD Change	5 yr YTD Avg	5 yr YTD Change
PARKS								
Man-hours of equip maint (all PCF)	80	106	-24%	80	1,404	-94%	1,350	-94%
Facility reservations	17	20	-15%	350	186	88%	237	48%
Restroom cleanings/inspections	154	178	-13%	1,032	1,447	-29%	1,550	-33%
Man-hours of ballfield preparation	122	83	48%	1,679	1,509	11%	1,401	20%
CEMETERY								
Opening/Closing	13	4	225%	89	66	35%	80	11%
Cremains - Opening/Closing	6	1	500%	29	26	12%	32	-9%
Spaces sold	5			40	25	60%	49	-18%
Monument permits	27	10	170%	181	173	5%	139	30%
Graves repaired/raised	73	87	-16%	793	1,065	-26%	706	12%
Niches Sold	3			24	11	118%	22	7%
FORESTRY								
Trees trimmed	27	35	-23%	251	281	-11%	496	-49%
Trees removed		13	-100%	65	195	-67%	129	-50%
Action Requests completed	2	15	-87%	36	77	-53%	74	-51%
Trees planted				57	51	12%	79	-28%
Stumps removed by contract					28	-100%	22	-100%

LIBRARY

The patron count for Sterling Public Library from Sept. 1 through Sept. 30, 2011 was 4,938.

The library had 9 Community Servants for a total of 102 hours of community service. Three volunteer worked 22 hours. Total volunteer hours for the month of September were 124.

Sterling Public Library made 202 interlibrary loan requests of other libraries and received 183 items. Other libraries made 199 interlibrary loan requests and Sterling Public Library loaned 125 items. Lending libraries were unable to fill 28 requests and Sterling Public Library was unable to fill 74 requests. Total interlibrary loan requests were 401 and 308 items were circulated.

Jo Ann Conter reported 10 tutors worked with 17 students for 102 hours during September.

On September 19th St. Anthony's Jr. High visited the library. Denise Ladd provided a tour to the 25 kids and 1 teacher. Students checked out materials after the tour.

On September 26th Merino Elementary held a Literacy Night. Sterling Public Library participated in the event. Denise Ladd provided 42 children and 30 adults with Library Bingo and kids made a star bookmark.

On September 29th Sterling Public Library participated in the Merino Jr./Sr. High Teen Health Fair. Denise provided information to 150 students about the library's services with emphasis on our electronic services.

Carol Drury and Toby were at the library on Sept. 1st, 8th and 22nd for kids to read to Toby. There were 12 children who read to Toby.

Library staff received training during September for Overdrive and technology related to the BTOP grant.

PROJECT UPDATE:

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

There were 97 children who called Dial-a-Story during September. Denise Ladd, Erica Kallsen and Vickie Nills read stories during the month.

DESCRIPTION	Sept 2011	Sept 2010	Sept Change	YTD 2011	YTD 2010	YTD Change	5 yr YTD Avg	5 yr YTD Change
Active Library Patrons								
Books Checked Out	8,284	6,178	34%	87,567	74,764	17%	71,423	23%
In-house Circulation	639	560	14%	9,341	9,331	0%	10,185	-8%
Volunteer Hours	21	3	600%	93	64	46%	157	-41%
Story Time Attendance	86			559	277	102%	378	48%
Summer Reading Program				680	635	7%	709	-4%
Reference Questions	695	904	-23%	8,763	8,707	1%	7,070	24%
Books Placed on Hold	662	273	142%	5,535	3,197	73%	2,515	120%
Inter-Library Loans								
Borrowed requests	202	179	13%	2,136	1,927	11%	1,684	27%
Loaned requests	199	130	53%	1,975	1,853	7%	1,396	42%
Total	401	309	30%	4,111	3,807	8%	3,083	33%
Library Meeting Room Use	20			102	43	137%	169	-40%
Patrons Using Facility	4,938	2,867	72%	42,060	37,244	13%	43,378	-3%
Hours Tutoring	102	136	-25%	970	1,126	-14%	1,275	-24%
Internet use	2,359	1,265	86%	17,302	14,172	22%	15,518	11%

RECREATION DIVISION

FALL SOFTBALL: The City fall slow pitch softball leagues ended September 19th; they had started on August 15th. The 18 games played in September accounted for 936 player and 540 spectator visits to the ball fields.

FALL YOUTH VOLLEYBALL: Practice began the week of August 29th and matches began Saturday, September 17th. The 48 games in September accounted for 480 player and 2,280 spectator visits to the Sterling Middle School. Thirty-four of the forty-eight teams participating in the fall youth volleyball program are from out of town.

FALL WOMEN'S VOLLEYBALL: Fall Adult Volleyball started Sept. 6th with 14 teams competing. This year there were no teams in the "Co-Rec." division where there were 5 teams last year. This is a 33% decrease. A total of 30 games were played in September and accounted for 360 player and 300 spectator visits to NJC and the Sterling High School where the matches are played.

PUNT, PASS & KICK COMPETITION: On Saturday, September 10, 2011, 15 young football enthusiasts participated in The NFL Pepsi Punt, Pass and Kick competition. The competition was held at the Sterling High School - Tiger Field. This year was down 6 participants from 2010. Local participants were judged on distance and accuracy in punting, passing and kicking. The participants with the highest cumulative distance in the three events were the winners. Eight youngsters qualified locally to compete at the sectional competition, which is scheduled for Sunday, October 23rd at 10:00 p.m., in Ft. Collins, at City Park Field #6.

RECREATION CENTER

ANNUAL MAINTENANCE: The Sterling Recreation Center was closed September 6 - 8 for annual maintenance. All Recreation Center Staff, with help from Maintenance Personnel, Koehler Drain Service and Blue White Pools completed the following maintenance items: The multi-purpose/birthday party room carpet was stripped and the floors tiled. The entire upstairs fitness room and ceiling was prepped and painted. The west downstairs stairs racquetball hallway wall was painted. Signage for the upstairs fitness room was made. The multi-purpose/birthday party room was painted with a Caribbean theme and palm tree murals were ordered. Tile was fixed throughout the building. The treadmills and cardio equipment, as well as the Life Fitness equipment, was cleaned inside and lubricated. Seventeen shower drains were Roto-rooted. The outside facility windows were cleaned. All outdoor pool shade structures were taken down. The outdoor pool furniture was removed and stored, the volleyball net and basketball backboard were removed and stored, the lifeguard chairs and trash receptacles were brought in and stored close to the building. The red outdoor pool wader umbrella was stripped, prepped and painted white for colorfast reasons. The reception desk storage room was cleaned out and re-arranged. The outdoor pool was winterized by Blue White Pools.

INDOOR POOL LIGHTNING: In September, McMurrin Electric was in the process of retrofitting the entire facilities lighting. Work appears to be 80% complete. In the indoor pool area 60 of the old, 400W metal halide fixtures, were removed and replaced with 40 energy efficient T5 fluorescent fixtures. The retrofit for the remainder of the facility is still in progress. Energy rebates are available to the City for the retrofit and it is estimated that the new lighting will pay for itself in two years.

OVERALL ADMISSIONS: Total admissions for September, 2011 were 1,761. Total admissions for September, 2010 were 1,476. Total admissions were up 285 patron visits from September, 2010.

Paid admissions in September, 2011 do not include 838 kids from Re-1 Schools that used the Sterling Recreation Center for free, due to Intergovernmental Agreements. The RE-1 breakdown is as follows: 486 kids from Sterling High School PE classes and 352 kids from Sterling Middle School PE classes.

NON-PARTICIPANT: There were a total of 13 Non-Participant Admissions to the Recreation Center in September, 2011. This is down 12 non-participants from September, 2010.

CHILD ADMISSIONS: There were a total of 27 Child Admissions to the Recreation Center in September, 2011. This is down 9 participants from September, 2010.

YOUTH ADMISSIONS: There were a total of 253 Youth Admissions to the Recreation Center in September, 2011. This is down 29 participants from September, 2010.

ADULT ADMISSIONS: There were a total of 569 Adult Admissions to the Recreation Center in September, 2011. This is up 149 participants from September, 2010. The new fitness room continues to be a big draw.

SENIOR ADMISSIONS: There were a total of 255 Senior Admissions to the Recreation Center in September, 2011. This is up 13 participants from September, 2010.

YEARLY ADMISSIONS: There were 367 Yearly Pass Admissions to the Recreation Center in September, 2011. This is up 120 participants from September, 2010. Again, the new fitness room is a big draw.

FAMILY ADMISSIONS: There were a total of 41 Family Admissions to the Recreation Center in September, 2011. This is up 9 families from September, 2010. Those 41 Family Admissions accounted for approximately 164 individuals using the Recreation Center during the month.

FAMILY ADMISSIONS & NON-PARTICIPANT FEES: The Family Admissions & Non-Participant Admissions categories of admission fees are being reviewed by the PLR Director, PLR Board, City Manager and may go to City Council for changes.

DESCRIPTION	Sept 2011	Sept 2010	Sept Change	YTD 2011	YTD 2010	YTD Change	5 yr YTD Avg	5 yr YTD Change
WINTER								
Volleyball Teams							24	-100%
Volleyball Participants							595	-100%
Volleyball Spectators							967	-100%
Adult Basketball Teams				46	40	15%	38	21%
Adult Basketball Participants				920	1,280	-28%	1,104	-17%
Adult Basketball Spectators				1,840	1,600	15%	1,380	33%
Youth Basketball Teams				174	182	-4%	180	-3%
Youth Basketball Participants				9,744	12,944	-25%	12,776	-24%
Youth Basketball Spectators				15,660	15,780	-1%	14,342	9%
Adult Basketball Tourn. Teams				28	40	-30%	31	-10%
Adult Basketball Tourn. Participants				210	368	-43%	362	-42%
Adult Basketball Tourn. Spectators				420	460	-9%	452	-7%
Open Gym Participants								
Denver Nugget Basketball Skills Challenge					21	-100%	15	-100%
Santa at the Center Participants								
Spring								
Volleyball Teams				72	81	-11%	61	18%
Volleyball Participants				1,824	2,416	-25%	2,290	-20%
Volleyball Spectators				2,280	3,020	-25%	2,491	-8%
Summer								
Adult Softball Teams				81	90	-10%	93	-13%
Adult Softball Participants				4,790	4,896	-2%	4,800	0%
Adult Softball Spectators				5,910	8,160	-28%	8,002	-26%
Wildcat Softball Teams				87	73	19%	84	4%
Wildcat Softball Participants				3,404	3,640	-6%	4,034	-16%
Wildcat Softball Spectators				8,760	12,140	-28%	9,392	-7%
Pet Show Participants				11	13	-15%	15	-25%

Rockies Baseball Skills Challenge				15	21	-29%	20	-25%
July 4th Dance Attendance				400	500	-20%	500	-20%
July 4th Fireworks Attendance				5,000	5,000		5,800	-14%
Fall								
Softball Teams	9	15	-40%	18	30	-40%	32	-43%
Softball Participants	396	480	-18%	792	1,440	-45%	1,570	-50%
Softball Spectators	540	400	35%	1,080	1,200	-10%	1,308	-17%
Volleyball Teams	14	21	-33%	14	21	-33%	12	15%
Volleyball Participants	360	504	-29%	360	504	-29%	215	68%
Volleyball Spectators	30	840	-96%	30	840	-96%	368	-92%
Punt, Pass & Kick Participants	15	12	25%	15	12	25%	14	6%
Open Gym Participants								
Youth Volleyball Teams	48	47	2%	96	47	104%	37	159%
Youth Volleyball Participants	480	2,392	-80%	960	2,392	-60%	888	8%
Youth Volleyball Spectators	2,880	1,920	50%	2,880	1,920	50%	1,800	60%
Trick or Treat Street Participants								

OVERLAND TRAIL MUSEUM

During the month of September, 926 visitors visited the Museum representing 31 states and 3 foreign countries.

September was a very busy month with several special events taking place. The NJC Ladies Lunch Out hosted their kick-off luncheon on September 8 at the museum. Sixty women attended. Kay Rich presented a program on historic women of Logan County.

A group of home school students and parents are coming to the museum every Wednesday afternoon to study various aspects of Colorado History. This group is paying regular museum admission and enjoying using the classroom space, as well as outdoor space. Their first visit included a complete tour of the museum led by Perry Johnson.

Snow Staples and Marilyn Hutt led the September children's program, "People of the Plains". Fifteen children attended the program. Staff is working on the October program, which is the annual "Another Night at the Museum".

The Logan County Historical Society held two meetings in the High Plains Education Center. The first was the fall kick-off meeting, which included a tour of the new facility. The second was a presentation by author Candy Hamilton about her book "Footprints in the Sugar", which is a history of the sugar beet industry.

Perry Johnson and Kay Rich attended two webinars this month. Perry, Kay and Marilyn attended the CIRSA training on September 19.

The 6th annual September Tea took place on September 20 with 70 ladies attending. The tea was held in the High Plains Education Center, rather than the courtyard, where it was held in