

# STERLING

A Colorado Treasure

## MONTHLY REPORTS

September 2013

## CITY MANAGER

### SEPTEMBER 2013 MONTHLY REPORT

#### **City Manager:**

The City Manager attended or met with the following:

- Meeting with Humane Society regarding chickens;
- Meeting with Larry Fetzer regarding Luft House and Germans from Russia;
- Meeting with Salary Survey consultant;
- Meeting with Logan County Economic Development Corporation regarding possible relocation;
- Conference call with Ecoplexus regarding solar gardens;
- Meeting with County Commissioners regarding budget;
- Meeting with Logan County Health Department regarding food service closures;
- and
- Attended EOC briefings.

#### **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 two amplified letters for the City Manager'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.

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

##### **MEETINGS ATTENDED**

#### **Northeast Colorado Emergency Managers Group (NCEM)**

The NCEM held their monthly meeting in Fort Morgan in September. Agenda items discussed were:

- Red Guidebook to Recovery project distribution to agencies.
- 2014 Emergency Manages grant guidance.
- 2013 DHS Data Call for major events in local counties.
- Presentation on the interagency dispatch system for wildland fires.

#### **Northeast All Hazards Region (NEAHR) Homeland Security Group**

The NEAHR held a quarterly meeting in September in Fort Morgan. We discussed close out of old grants, requests for training funds for the region and developing a Pac-Set radio disaster cache for the region.

#### **RE-1 Schools Safety Committee**

EMC Owens attended the monthly RE1 Schools Safety Committee meeting in September. Agenda Items were:

Reorganization of the districts Safety Plan.  
Coordination of an Active Shooter Exercise.  
District NIMS training- Who needs it? – What level of ICS is needed?  
Discussion of the districts Standard Response Protocol document.

### **Regional Hazard Mitigation Planning Workshop**

Through the NCEM group, I attended a project workshop on the updating of the regional Hazard Mitigation Plan. The plan is required to be updated every five years. We discussed changes to the regional plan and how each county would update their own information. Also discussed were plan templates and deadlines.

## **TRAINING AND RESPONSES**

### **Local Emergency Planning Committee (LEPC) Conference**

Bob attended a three day training conference for LEPC's in September. Classes and breakout sessions included:

- Basics of the Emergency Planning- Community Right To Know act.
- Basics of SARA Title 3 Tier II reporting.
- Responsibilities of the local LEPC.
- Pipeline, oil and gas site safety rules.
- West, Texas Haz Mat disaster Teachable Moments.
- Railroad Haz Mat response capabilities, BNSF emergency response plan.
- EPA updates
- CSP Haz Mat updates
- Chemical Safety Board updates.
- Local LEPC grant opportunities.

### **South Platte River Basin Flooding**

On Wednesday, September 11 counties along the northern Front Range experienced heavy and sustained rainfall. Over the next 48 hours reports of extensive flood damages and loss of life were reported.

On Thursday, September 12, it was apparent that the flooding was going to be significant all along the Platte river basin, clear into Nebraska. EMC Owens began preparations on Thursday, September 12 for Logan County and Sterling. He issued the first reverse 911 notification to remove all livestock along the river before the groundwater made the ground soft. Bob also worked with local county and city agencies about planning and staging for sandbags.

On Friday, September 13 the EMC called a special multi-agency meeting in the Emergency Operations Center (EOC). They discussed pre-operational planning and the staging of equipment on both sides of the river in case bridges were damaged. They also discussed roles and responsibilities in the EOC. The EMC continued to monitor river levels and damage reports from the counties to the west.

Shortly after 5:00am on Sunday, September 15, EMC Owens was notified that the river gauge at the Balzac site was at flood levels. He activated the EOC at 5:25am. Work began on developing evacuation zones along the river basin. At 7:00am we called a start to the first operational period.

Over the next 24 hours 1<sup>st</sup> responders and EOC staff worked to safely evacuate citizens as the water levels dictated, set up and maintain long term sheltering for evacuees and

monitor river levels and damage. As Sunday evening approached the river was well out of its banks and threatening to breach levees and the railroad tracks. Much work was done in the field, supported by the EOC, to keep the flood waters contained in the basin and out of the towns and city along the basin.

These efforts were mostly successful. Reports of substantial damage to bridges and county roads begin coming in. The EOC posted road closures and damage reports to local agencies.

As the crest of the flood moved across Logan County responders and EOC staff worked to notify and maintain evacuation zones and monitor road closures and damage reports. As the crest left the county we had suffered no deaths, injuries or emergency rescues. EMC Owens attributes this to the hard work of staying ahead of the flood crest with timely evacuation notices and evacuation routes.

On Monday, September 16, the EOC was notified of a health emergency. A damaged levee had allowed flood waters to damage the sewer lift station. The Health Department issued a No Flush-Limit Water Use order to all residents of Sterling. As it became apparent that this order was going to last more than 24 hours work began in the EOC to place and operate portable San-O-Lets throughout the city for citizens to use. There were also solid waste disposal sites set up. Work continued through the week to repair the sewer system. On Monday, September 23 the system was back up and operational after seven days of no flush.

A Red Cross shelter was operational during the week, as was a Salvation Army food distribution truck. A Disaster Recovery distribution center was set up to give citizens clean up kits and needed supplies.

The State of Colorado issued a disaster declaration on September 14. Both Logan County and the City of Sterling issued disaster declarations on Thursday, September 19. Both State and Federal assistance began arriving on Tuesday, September 17. All of Logan County was approved for both Individual Assistance and Public Assistance. A Disaster Recovery Center was set up and meetings and planning began to assist citizens and local governments with the disaster recovery.

A more detailed report from my office of the incident will be filed at a later date.

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

- Communications Center handled 1,987 calls for service during the month of September 2013, a seven percent decrease from the 2,129 calls received in September 2012.
- Sterling Police Department handled 901 calls for service in September 2013, a decrease of 12 percent compared to 1,026 calls for service received in September 2012.
- Logan County Sheriff's Office received 739 calls for service in September 2013, a 21 percent decrease compared to 939 calls for service received in September 2012.
- Crook Fire Department handled 20 calls for service in September 2013 compared to 8 calls for service in September 2012.

- Fleming Fire received nine calls for service in September 2013 compared to four calls for service in September 2012.
- Merino Fire handled 15 calls for service in September 2013 compared to 14 calls for service in September 2012.
- Peetz Fire handled six calls for service in September 2013 compared to 10 calls for service in September 2012.
- Sterling Fire handled 221 calls for service in September 2013, a 36 percent increase compared to 163 calls handled in September 2012.

	Sept	Sept	Sept	YTD	YTD	YTD
DESCRIPTION	2013	2012	Change	2013	2012	Change
ACTIVITIES						
CALLS for SERVICE						
STERLING DISPATCH	1,987	2,129	-7%	19,010	18,813	1%
CITY OF STERLING	901	1,026	-12%	8,748	9,522	-8%
LOGAN COUNTY	739	939	-21%	7,068	7,601	-7%
STERLING FIRE 07530	221	163	36%	1,711	1,573	9%
CROOK FIRE 07505	20	8	150%	77	87	-11%
FLEMING FIRE 07515	9	4	125%	44	63	-30%
MERINO FIRE 07522	15	14	7%	87	109	-20%
PEETZ FIRE 07525	6	10	-40%	42	58	-28%

**Information Technology Specialist (ITS):**

Daily backup of all servers, Finance & Police Systems continue. Performed the routine user processes and file security maintenance. A hard drive was replaced on the Xen server, it was on warranty.

The fiber connection from City Hall to the Water Treatment Plant has been out of service and still deep in flood waters awaiting repair by KCI. KCI set up a temporary wireless internet connection at the plant; however without network connection to City Hall they are not able to use their telephones or network accesses. They are not able to VPN into the treatment system as well. Wastewater also had an internet problem with their wireless connection that was restored.

ITS Anderson's office space was moved to accommodate HR offices upstairs. Changes were made to the phone system for HR and PLR department.

The ITS assisted several departments with phone issues and printer and computer problems, and added 2 monitors in the Police Dept. She took 2 computers in for repair. ITS Anderson got the Master Plan link placed on the city website and had Les make some front page changes to add the Recreation program icon and correct a problem on the PLR page.

Mary Ann set up the SWellness Health Fair and took appointments for blood draws for October 2<sup>nd</sup>. Paramed Express will be conducting the Health Fair screenings and Walker Pharmacy will be providing the Flu vaccinations.

Mary Ann attended a Secretary staff meeting where we discussed the telephone coverage at the information desk.

## CITY ATTORNEY

### SEPTEMBER 2013 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, individual City Council members, and other personnel. The City Attorney also attends miscellaneous meetings with the City Manager and individuals as needed and requested, including, the City Attorney and staff attended emergency management update meetings the week of the flood event. The Deputy City Attorneys attend meetings as required for their respective positions.

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

#### DOCUMENT PREPARATION:

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

Prepared the following Resolutions:

Resolution No. 9-1-13, Series of 2013 – A Resolution before the City of Sterling, Logan County, Colorado declaring local disaster/emergency.

Resolution No. 9-2-13, Series of 2013 – A Resolution before the City of Sterling, Logan County, Colorado, extending the declaration of local disaster/emergency.

Prepared the following Ordinances:

Ordinance No. 16, Series of 2013 – An Ordinance rezoning Blocks 6 and 7, Bowling Green Enclave Addition to the City of Sterling, Logan County, Colorado.

Ordinance No. 17, Series of 2013 – An Ordinance amending the Sterling City Code, Chapter 10, Motor Vehicles and Traffic, to amend Article IV, Use of ATV/OHV.

Ordinance No. 18, Series of 2013 – An Ordinance amending the Sterling City Code, Chapter 18, Subdivisions, Article II, Application and Approval Procedure, Division 2, Specifications for Documents, Section 18-59, Final Subdivision Plat.

Other Documents:

This office reviewed a Trust Agreement pertaining to an easement amendment agreement being sought by the City, prepared the amendment agreement in final form, and prepared a Statement of Authority for the Trust.

#### MUNICIPAL COURT:

The Deputy City Attorney prosecuted five charges. Defendants were found guilty on two charges, a defendant was found not guilty on one charge, and two charges were dismissed at trial when the defendant provided proof of insurance. Three defendants changed their pleas to guilty prior to trial. Three charges were dismissed, including one for providing proof of insurance. One defendant entered into a deferred judgment stipulation at the recommendation of Sterling Youth Services. This office prepares Court documents, including miscellaneous pleadings such as guilty pleas and stipulations, various subpoenas, memos to the Police Department and Humane Society regarding trials, trial schedules, motions, jury instructions when needed, and correspondence and discovery letters. Court files are copied and Police Department, Humane Society, and attorney files are prepared for trial.

LIQUOR LICENSING:

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

MISCELLANEOUS:

This office proofread and made notations on an Industrial User Permit form (Water Treatment Facility) for the Public Works Department.

The paralegal does research, drafts documents and pleadings, and performs all other related legal work relating to the position. The paralegal makes telephone calls to library patrons regarding past due items, and processes letters to library patrons prepared by the library staff, regarding past due items. The paralegal also assists with answering the telephones and receptionist duties when needed, and covers/assists other departments as requested, when necessary. The paralegal attended an emergency management update meeting regarding the flood event, at the direction of the City Attorney.

## **FINANCE DEPARTMENT**

### **SEPTEMBER 2013 MONTHLY REPORT**

The Finance Department assisted 3,031 customers during the month of September 2013. This compares to 2,827 customers in September 2012. This number does not include the contacts made by the Director of Finance. There were on average 144 customer contacts per day for September 2013. Please review the Finance Department Activities report for additional information regarding the various services that the Department of Finance and Records provided in September 2013 in comparison to September 2012.

The General Fund revenues for the month of September 2013 amounted to \$1,115,657.13. The revenue for the month ended September 2012 in the General Fund amounted to \$1,000,741.48. Expenditures for the General fund for the month ending September 31, 2013 amounted to \$1,175,277.77 and for the same period in 2012 the expenditures were \$918,224.15.

Cash in all City funds totaled \$2,592,090.55 on September 30, 2013 and for September 30, 2012 on hand was \$3,035,613.64. On September 30, 2013 the City of Sterling had outstanding a total of \$14,215,912.60 in investments, this amount is for all funds. This breaks down to \$205,939.02 in Certificates of Deposit, \$13,909,499.12 ColoTrust Plus and \$100,474.46 in Money Market.

There were \$1,332,596.42 worth of checks issued in September 2013 for all funds; this compares to \$1,876,783.45 for the same period in 2012. There were 7622.7 gallons of gasoline and diesel used in the month of September 2013 for all City operations. This compares to 5096.7 gallons gasoline and diesel used in September 2012.

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

## Investment Breakdown

2013

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.	9/30/13
<b>General Fund:</b>				
Colotrust Plus	\$2,413,392.99	\$560,000.00	\$300,197.51	\$2,153,590.50
Colotrust Plus - Seizure Money	\$26,661.18	\$0.00	\$2.45	\$26,663.63
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$2,440,054.17</b>	<b>\$560,000.00</b>	<b>\$300,199.96</b>	<b>\$2,180,254.13</b>
<b>Hotel Tax Fund:</b>				
Colotrust Plus	\$203,344.57	\$0.00	\$19.24	\$203,363.81
<b>TOTALS</b>	<b>\$203,344.57</b>	<b>\$0.00</b>	<b>\$19.24</b>	<b>\$203,363.81</b>
<b>Water Fund:</b>				
Colotrust Plus	\$1,883,784.37	\$15,000.00	\$280,187.03	\$2,148,971.40
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$1,883,784.37</b>	<b>\$15,000.00</b>	<b>\$280,187.03</b>	<b>\$2,148,971.40</b>
<b>Sanitation Fund:</b>				
Colotrust Plus	\$548,451.55	\$5,000.00	\$20,052.09	\$563,503.64
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$548,451.55</b>	<b>\$5,000.00</b>	<b>\$20,052.09</b>	<b>\$563,503.64</b>
<b>Sewer Fund:</b>				
Colotrust Plus	\$3,797,261.40	\$20,000.00	\$40,359.25	\$3,817,620.65
Certificates of Deposit	\$205,939.02	\$0.00	\$0.00	\$205,939.02
Money Market	\$100,469.42	\$0.00	\$5.04	\$100,474.46
<b>TOTALS</b>	<b>\$4,103,669.84</b>	<b>\$20,000.00</b>	<b>\$40,364.29</b>	<b>\$4,124,034.13</b>
<b>Perpetual Care Fund:</b>				
Colotrust Plus	\$188,175.72	\$0.00	\$17.75	\$188,193.47
<b>TOTALS</b>	<b>\$188,175.72</b>	<b>\$0.00</b>	<b>\$17.75</b>	<b>\$188,193.47</b>

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	9/30/13
<b>Library Improvement Fund:</b>				
Colostrust Plus	\$27,922.90	\$0.00	\$2.66	\$27,925.56
<b>TOTALS</b>	<b>\$27,922.90</b>	<b>\$0.00</b>	<b>\$2.66</b>	<b>\$27,925.56</b>
<b>Conservation Trust Fund:</b>				
Colostrust Plus	\$81,149.18	\$0.00	\$41,662.48	\$122,811.66
<b>TOTALS</b>	<b>\$81,149.18</b>	<b>\$0.00</b>	<b>\$41,662.48</b>	<b>\$122,811.66</b>
<b>Karl Falch Library Trust Fund:</b>				
Colostrust Plus	\$31,122.82	\$0.00	\$2.96	\$31,125.78
<b>TOTALS</b>	<b>\$31,122.82</b>	<b>\$0.00</b>	<b>\$2.96</b>	<b>\$31,125.78</b>
<b>Employee Self-Insurance Fund:</b>				
Colostrust Plus	\$570,268.05	\$0.00	\$54.00	\$570,322.05
<b>TOTALS</b>	<b>\$570,268.05</b>	<b>\$0.00</b>	<b>\$54.00</b>	<b>\$570,322.05</b>
<b>Service Center Fund:</b>				
Colostrust Plus	\$425,325.29	\$10,000.00	\$40,042.37	\$455,367.66
<b>TOTALS</b>	<b>\$425,325.29</b>	<b>\$10,000.00</b>	<b>\$40,042.37</b>	<b>\$455,367.66</b>
<b>Old Hire Police Pension Fund:</b>				
Colostrust Plus	\$753,839.46	\$0.00	\$71.40	\$753,910.86
<b>TOTALS</b>	<b>\$753,839.46</b>	<b>\$0.00</b>	<b>\$71.40</b>	<b>\$753,910.86</b>
<b>Risk Management Fund:</b>				
Colostrust Plus	\$824,812.42	\$0.00	\$110,085.37	\$934,897.79
<b>TOTALS</b>	<b>\$824,812.42</b>	<b>\$0.00</b>	<b>\$110,085.37</b>	<b>\$934,897.79</b>
<b>Capital Equipment Fund:</b>				
Colostrust Plus	\$1,056,627.77	\$0.00	\$45,103.04	\$1,101,730.81
<b>TOTALS</b>	<b>\$1,056,627.77</b>	<b>\$0.00</b>	<b>\$45,103.04</b>	<b>\$1,101,730.81</b>

DESCRIPTION	PRIOR MO. BAL.	MATURED	NEW INVEST.	9/30/13
<b>Capital Improvement Fund:</b>				
Colotrust Plus	\$809,423.30	\$0.00	\$76.55	\$809,499.85
Certificates of Deposit	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$809,423.30</b>	<b>\$0.00</b>	<b>\$76.55</b>	<b>\$809,499.85</b>
<b>Grand Totals All Funds:</b>				
Colotrust Plus	\$13,641,562.97	\$610,000.00	\$877,936.15	\$13,909,499.12
Certificates of Deposit	\$205,939.02	\$0.00	\$0.00	\$205,939.02
Money Market	\$100,469.42	\$0.00	\$5.04	\$100,474.46
<b>Grand Total</b>	<b>\$13,947,971.41</b>	<b>\$610,000.00</b>	<b>\$877,941.19</b>	<b>\$14,215,912.60</b>

**GENERAL FUND**

This Document is for Internal Use and Represents Unaudited Figures

**9/30/2013**

**BALANCE SHEET**

**ASSETS:**

Cash	\$438,500.05
Flex Cash Account	\$14,526.26
Petty Cash	\$980.00
Cash with County Treasurer	\$29,985.01
Accounts Receivable	\$348,103.61
Taxes Receivable	\$52,000.00
Sales Tax Receivable	\$631,080.69
Property Tax Receivable	\$1,015,476.00
Investments	\$2,153,590.50
Investment - Federal Seizure	\$26,663.63
Prepaid Fuel	\$39,601.07
Prepaid Fuel - Airport	\$19,500.24
Payroll Clearing	-\$16.15
Postage Clearing Account	\$1,316.58
Prepaid Prisoner Housing	\$47,566.00

**TOTAL ASSETS**

**\$4,818,873.49**

**LIABILITIES:**

Ded/Ben Clearing Account	\$9,320.65
Accounts Payable	\$144,603.81
Accounts Payable - Logan County	\$2,099.98
Accrued Salaries	\$211,526.81
Court Bonds	\$800.00
Restitution Clearing Account	\$1,554.76
Seizures	\$600.00
Deferred Revenue	\$1,015,476.00
Deferred Revenue - Other	\$9,909.26

**TOTAL LIABILITIES**

**\$1,395,891.27**

**FUND BALANCE:**

Reserve for Museum (Bernice Sanders)	\$28,294.53
Reserve for Museum (Exhibits)	\$42,505.32
Designated for Arts	\$60,000.00
Unreserved Fund Balance	\$2,994,632.57
Excess Revenue over Expenditures	\$297,549.80

**TOTAL FUND BALANCE**

**\$3,422,982.22**

**TOTAL LIABILITIES  
& FUND BALANCE**

**\$4,818,873.49**

**GENERAL FUND**

9/30/2013

<u>REVENUES:</u>	<b>BUDGETED</b>	<b>COLLECTIONS</b>	<b>COLLECTIONS</b>	
	<b>2013</b>	<b>CURRENT MO.</b>	<b>TO DATE</b>	<b>BALANCE</b>
Real & Personal Prop. Tax	\$1,015,537.00	\$13,590.52	\$1,004,462.09	\$11,074.91
Road & Bridge Fund Taxes	\$80,000.00	\$2,983.29	\$102,142.43	-\$22,142.43
Auto Ownership Taxes	\$105,550.00	\$9,885.73	\$95,551.78	\$9,998.22
Sales Tax	\$6,744,000.00	\$564,507.89	\$4,946,188.17	\$1,797,811.83
Vehicle Use Tax	\$229,600.00	\$31,345.06	\$220,960.65	\$8,639.35
Building Material Use Tax	\$70,000.00	\$7,000.26	\$58,699.31	\$11,300.69
Employment Occupation Tax	\$15,400.00	\$0.00	\$15,400.00	\$0.00
<b>TOTAL TAXES</b>	<b>\$8,260,087.00</b>	<b>\$629,312.75</b>	<b>\$6,443,404.43</b>	<b>\$1,816,682.57</b>
Franchise Taxes	\$645,585.00	\$45,913.02	\$519,229.63	\$126,355.37
Licenses & Permits	\$166,600.00	\$14,445.08	\$135,500.06	\$31,099.94
Intergovernmental Revenue	\$3,404,234.00	\$171,061.98	\$1,250,127.66	\$2,154,106.34
Charges for Service	\$275,950.00	\$9,236.52	\$213,185.66	\$62,764.34
Fines & Forfeits	\$132,960.00	\$6,682.58	\$87,635.78	\$45,324.22
Miscellaneous Revenue	\$690,249.00	\$202,832.20	\$437,539.76	\$252,709.24
Transfer from Other Funds	\$435,903.00	\$36,173.00	\$325,557.00	\$110,346.00
<b>TOTAL OTHER REVENUES</b>	<b>\$5,751,481.00</b>	<b>\$486,344.38</b>	<b>\$2,968,775.55</b>	<b>\$2,782,705.45</b>
<b>GRAND TOTAL REVENUES</b>	<b>\$14,011,568.00</b>	<b>\$1,115,657.13</b>	<b>\$9,412,179.98</b>	<b>\$4,599,388.02</b>

**GENERAL FUND**

9/30/2013

<u>EXPENDITURES:</u>	<b>BUDGETED</b>	<b>EXPENSES</b>	<b>EXPENSES</b>	
<u>GENERAL GOVERNMENT:</u>	<b>2013</b>	<b>CURRENT MO.</b>	<b>TO DATE</b>	<b>BALANCE</b>
Council	\$76,880.00	\$3,268.40	\$31,850.42	\$45,029.58
City Manager	\$355,194.00	\$25,899.21	\$257,953.38	\$97,240.62
City Attorney	\$200,495.00	\$16,662.51	\$176,825.36	\$23,669.64
Municipal Court	\$104,661.00	\$7,092.92	\$70,548.49	\$34,112.51
Finance	\$434,372.00	\$29,063.58	\$318,049.94	\$116,322.06
City Hall & Non-Departmental	\$1,505,486.00	\$87,966.40	\$1,180,150.46	\$325,335.54
Personnel	\$292,108.00	\$15,515.36	\$176,011.85	\$116,096.15
<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$2,969,196.00</b>	<b>\$185,468.38</b>	<b>\$2,211,389.90</b>	<b>\$757,806.10</b>
<u>PUBLIC SAFETY:</u>				
Police	\$1,847,356.00	\$129,794.05	\$1,310,567.02	\$536,788.98
Dispatch Center	\$582,327.00	\$36,588.73	\$376,702.80	\$205,624.20
Youth Services	\$109,923.00	\$8,311.52	\$81,775.78	\$28,147.22

Fire	\$1,521,968.00	\$122,832.03	\$1,040,639.46	\$481,328.54
Ambulance Service	\$613,789.00	\$46,640.74	\$430,444.97	\$183,344.03
<b>TOTAL PUBLIC SAFETY</b>	<b>\$4,675,363.00</b>	<b>\$344,167.07</b>	<b>\$3,240,130.03</b>	<b>\$1,435,232.97</b>

**PUBLIC WORKS:**

Street	\$2,667,835.00	\$405,699.46	\$1,280,161.71	\$1,387,673.29
Engineering & Operations	\$422,926.00	\$27,311.41	\$317,678.03	\$105,247.97
Airport	\$2,076,910.00	\$39,225.95	\$313,860.46	\$1,763,049.54
<b>TOTAL PUBLIC WORKS</b>	<b>\$5,167,671.00</b>	<b>\$472,236.82</b>	<b>\$1,911,700.20</b>	<b>\$3,255,970.80</b>

**CULTURE & RECREATION:**

Riverside Cemetery	\$234,534.00	\$14,153.06	\$116,825.34	\$117,708.66
Museum	\$150,421.00	\$9,282.10	\$89,884.86	\$60,536.14
Parks	\$451,556.00	\$25,516.60	\$285,012.18	\$166,543.82
Recreation Center	\$465,060.00	\$32,421.79	\$386,357.64	\$78,702.36
Forestry	\$177,060.00	\$12,957.61	\$127,124.66	\$49,935.34
Rec. Administration	\$584,912.00	\$39,318.42	\$311,984.07	\$272,927.93
Softball	\$42,933.00	\$2,563.88	\$26,369.69	\$16,563.31
Youth Softball	\$12,351.00	\$922.40	\$11,008.84	\$1,342.16
Basketball	\$8,651.00	\$70.00	\$5,963.17	\$2,687.83
Volleyball	\$6,980.00	\$56.00	\$3,087.17	\$3,892.83
Tolla Brown Skate Park	\$11,660.00	\$863.09	\$6,293.27	\$5,366.73
Special Events	\$24,500.00	\$301.24	\$12,950.93	\$11,549.07
Tennis	\$18,450.00	\$1,219.76	\$8,699.75	\$9,750.25
Youth Basketball	\$25,001.00	\$1,138.00	\$16,990.98	\$8,010.02
Youth Volleyball	\$9,967.00	\$46.00	\$213.03	\$9,753.97
Baseball	\$25,451.00	\$1,094.53	\$6,785.76	\$18,665.24
Library	\$508,642.00	\$31,481.02	\$335,858.71	\$172,783.29
<b>TOTAL CULTURE &amp; RECREATION</b>	<b>\$2,758,129.00</b>	<b>\$173,405.50</b>	<b>\$1,751,410.05</b>	<b>\$1,006,718.95</b>

<b>GRAND TOTAL EXPENDITURES</b>	<b>\$15,570,359.00</b>	<b>\$1,175,277.77</b>	<b>\$9,114,630.18</b>	<b>\$6,455,728.82</b>
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**HOTEL TAX FUND**

9/30/2013

<b><u>REVENUES</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Hotel Tax	\$102,300.00	\$21,650.38	\$108,067.38	-\$5,767.38
Investment Earnings	\$200.00	\$19.24	\$143.24	\$56.76
Penalty & Interest	\$3,000.00	\$0.00	\$235.23	\$2,764.77
<b>TOTAL HOTEL TAX FUND REVENUE</b>	<b>\$105,500.00</b>	<b>\$21,669.62</b>	<b>\$108,445.85</b>	<b>-\$2,945.85</b>

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$50.00	\$0.00	\$50.00	\$0.00
Beautification	\$0.00	\$0.00	\$6,828.83	-\$6,828.83
<b>TOTAL EXPENDITURES</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$6,878.83</b>	<b>-\$6,828.83</b>

**BALANCE SHEET  
9/30/2013**

**ASSETS:**

Cash	\$27,655.71		
Investments	\$203,363.81		
		<b>TOTAL ASSETS</b>	<b>\$231,019.52</b>

**LIABILITIES:**

Accounts Payable	\$13,269.58		
		<b>TOTAL LIABILITIES</b>	<b>\$13,269.58</b>

**FUND BALANCE:**

Retained Earnings	\$116,182.92		
Excess Revenue over Expenditures	\$101,567.02		
		<b>TOTAL FUND BALANCE</b>	<b>\$217,749.94</b>

		<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$231,019.52</b>
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**WATER FUND**

**9/30/2013  
BALANCE SHEET**

**ASSETS:**

Cash	\$304,704.94		
Cash with Fiscal Agent	\$9,071,391.53		
Accounts Receivable	\$481.46		
Accounts Receivable - Utility Billing	\$592,020.78		
Supply Inventory	\$179,435.73		
Investments	\$2,148,971.40		
Fixed Assets (Net)	\$30,058,693.58		
		<b>TOTAL ASSETS</b>	<b>\$42,355,699.42</b>

**LIABILITIES:**

Accounts Payable	\$122,642.63
Unpaid Compensated Absences	\$5,468.60
Accrued Salaries	\$7,743.60
Accounts Payable Assess Fee	\$8,659.00
Loan Payable CWRPDA	\$28,553,086.12
Loan Payable Premium	\$699,242.08
Due to Sewer Fund	\$273,290.11

Lease Interest Payable	<u>\$259,288.93</u>	<b>TOTAL LIABILITIES</b>	<b>\$29,929,421.07</b>
<b><u>FUND BALANCE:</u></b>			
Reserve for Painting	\$565,000.00		
Reserve for Capital Replacement	\$3,430,180.00		
Retained Earnings	\$9,208,264.16		
Excess Revenue over Expenditures	<u>-\$777,165.81</u>	<b>TOTAL FUND BALANCE</b>	<b><u>\$12,426,278.35</u></b>
		<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b><u>\$42,355,699.42</u></b>

**WATER FUND  
9/30/2013**

<b><u>REVENUES</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Water Revenue-Inside Residential	\$3,309,073.00	\$345,187.12	\$2,451,718.38	\$857,354.62
Water Revenue-Outside Residential	\$308,794.00	\$31,528.54	\$220,478.38	\$88,315.62
Water Revenue-Inside Commercial	\$1,082,446.00	\$101,988.56	\$772,240.08	\$310,205.92
Water Revenue-Outside Commercial	\$7,915.00	\$806.81	\$5,294.52	\$2,620.48
Water Revenue-Inside Industrial	\$580,320.00	\$43,835.12	\$289,437.48	\$290,882.52
Misc. Water Sales	\$5,000.00	\$121.30	\$3,739.98	\$1,260.02
Surcharge	\$23,742.00	\$4,545.39	\$25,165.25	-\$1,423.25
Service Charges	\$46,421.00	\$2,928.60	\$30,750.36	\$15,670.64
Tapping Charges	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Water Div. Services	\$4,000.00	\$179.62	\$1,612.22	\$2,387.78
Penalties	\$39,194.00	\$3,805.30	\$35,668.43	\$3,525.57
Investment Earnings	\$941.00	\$187.03	\$1,830.98	-\$889.98
Miscellaneous	\$1,000.00	\$64.27	\$5,530.78	-\$4,530.78
Rents from land	\$46,783.00	\$0.00	\$165,912.87	-\$119,129.87
Plant Investment Fees	\$10,000.00	\$0.00	\$19,560.00	-\$9,560.00
Sale of Assets	\$0.00	\$0.00	\$742.50	-\$742.50
Other Refunds of Expenditures	\$0.00	\$0.00	\$71,866.09	-\$71,866.09
<b>TOTAL REVENUES</b>	<b><u>\$5,470,629.00</u></b>	<b><u>\$535,177.66</u></b>	<b><u>\$4,101,548.30</u></b>	<b><u>\$1,369,080.70</u></b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
<b><u>WATER LINES:</u></b>				
Personnel	\$233,834.00	\$18,051.99	\$180,618.35	\$53,215.65
Maintenance & Operation	\$669,261.00	\$55,829.37	\$382,418.08	\$286,842.92
Capital Outlay	\$1,669,985.00	\$12,057.54	\$127,566.42	\$1,542,418.58
Transfer to General Fund	\$129,725.00	\$10,810.00	\$97,290.00	\$32,435.00
<b>TOTAL EXPENDITURES</b>	<b><u>\$2,702,805.00</u></b>	<b><u>\$96,748.90</u></b>	<b><u>\$787,892.85</u></b>	<b><u>\$1,914,912.15</u></b>
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL WATER FUND W/DEBT</b>	<b><u>\$2,702,805.00</u></b>	<b><u>\$96,748.90</u></b>	<b><u>\$787,892.85</u></b>	<b><u>\$1,914,912.15</u></b>

**WATER PLANT:**

Personnel	\$362,438.00	\$8,999.03	\$53,074.04	\$309,363.96
Maintenance & Operation	\$2,252,568.00	\$110,960.11	\$1,107,491.82	\$1,145,076.18
Capital Outlay	\$3,343,244.00	\$23,647.51	\$1,073,516.48	\$2,269,727.52
Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$5,958,250.00</b>	<b>\$143,606.65</b>	<b>\$2,234,082.34</b>	<b>\$3,724,167.66</b>
Debt Service	\$1,856,738.00	\$0.00	\$1,856,738.92	-\$0.92
<b>TOTAL WATER FUND W/DEBT</b>	<b>\$7,814,988.00</b>	<b>\$143,606.65</b>	<b>\$4,090,821.26</b>	<b>\$3,724,166.74</b>
<b>TOTAL EXPENDITURES</b>	<b>\$10,517,793.00</b>	<b>\$240,355.55</b>	<b>\$4,878,714.11</b>	<b>\$5,639,078.89</b>

**SANITATION FUND**

9/30/2013

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

Cash	\$228,916.04			
Accounts Receivable	\$507.06			
Accounts Receivable - Utility Billing	\$46,762.41			
Supply Inventory	\$16,153.25			
Investments	\$563,503.64			
Fixed Assets (Net)	\$181,979.14			
		<b>TOTAL ASSETS</b>		<b>\$1,037,821.54</b>

**LIABILITIES:**

Accounts Payable	\$446.43			
Unpaid Compensated Absences	\$11,797.42			
Accrued Salaries	\$5,053.33			
		<b>TOTAL LIABILITIES</b>		<b>\$17,297.18</b>

**FUND BALANCE:**

Reserve for Equipment	\$28,389.00			
Reserve for Capital Replacement	\$890,036.00			
Retained Earnings	\$129,200.96			
Excess Revenue over Expenditures	-\$27,101.60			
		<b>TOTAL FUND BALANCE</b>		<b>\$1,020,524.36</b>

<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$1,037,821.54</b>
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**SANITATION FUND**

9/30/2013

<b>REVENUES:</b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Sanitation Revenue-Inside	\$450,000.00	\$37,993.41	\$340,995.11	\$109,004.89
Rubbish Collection Fees	\$1,500.00	\$126.00	\$1,228.01	\$271.99
Sanitation Services	\$0.00	\$0.00	\$0.00	\$0.00
Penalties	\$5,500.00	\$464.48	\$4,250.14	\$1,249.86
Investment Earnings	\$1,100.00	\$52.09	\$542.34	\$557.66

Miscellaneous	\$0.00	\$0.00	\$3,017.60	-\$3,017.60
Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$458,100.00</b>	<b>\$38,635.98</b>	<b>\$350,033.20</b>	<b>\$108,066.80</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Personnel	\$172,090.00	\$10,308.33	\$119,887.98	\$52,202.02
Maintenance & Operation	\$271,767.00	\$20,545.40	\$207,314.82	\$64,452.18
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to General Fund	\$66,578.00	\$5,548.00	\$49,932.00	\$16,646.00
<b>TOTAL EXPENDITURES</b>	<b>\$510,435.00</b>	<b>\$36,401.73</b>	<b>\$377,134.80</b>	<b>\$133,300.20</b>

### SEWER FUND

#### 9/30/2013 BALANCE SHEET

**ASSETS:**

Cash	\$242,149.30		
Accounts Receivable	\$8,373.33		
Accounts Receivable - Industrial	\$24,020.95		
Accounts Receivable - Utility Billing	\$153,756.63		
Due From Water Fund	\$273,290.11		
Supply Inventory	\$76,634.10		
Investments	\$4,124,034.13		
Fixed Assets (Net)	\$10,211,039.28		
		<b>TOTAL ASSETS</b>	<b>\$15,113,297.83</b>

**LIABILITIES:**

Accounts Payable	\$5,319.28		
Unpaid Compensated Absences	\$12,771.00		
Accrued Salaries	\$10,094.81		
Loan Payable CWRPDA	\$669,037.50		
Interest Payable	\$9,972.58		
		<b>TOTAL LIABILITIES</b>	<b>\$707,195.17</b>

**FUND BALANCE:**

Reserve for Capital Projects	\$111,784.00		
Reserve for Trunk Line Replacement	\$183,681.45		
Reserve for Lagoons	\$328,140.26		
Reserve for Capital Replacement	\$9,258,536.00		
Retained Earnings	\$4,883,883.66		
Excess Revenue over Expenditures	-\$359,922.71		
		<b>TOTAL FUND BALANCE</b>	<b>\$14,406,102.66</b>
		<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$15,113,297.83</b>

## SEWER FUND

9/30/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Sewer Revenue-Inside Residential	\$973,000.00	\$81,975.89	\$733,503.39	\$239,496.61
Sewer Revenue-Outside Residential	\$101,900.00	\$8,577.15	\$80,047.28	\$21,852.72
Sewer Revenue-Inside Commercial	\$339,434.00	\$33,527.44	\$264,303.33	\$75,130.67
Sewer Revenue-Outside Commercial	\$3,156.00	\$262.63	\$2,446.09	\$709.91
Sewer Revenue-Inside Industrial	\$264,733.00	\$25,750.01	\$163,623.33	\$101,109.67
Tapping Charges	\$1,650.00	\$0.00	\$0.00	\$1,650.00
Sewer Division Charges	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Penalties	\$15,611.00	\$1,093.36	\$11,279.12	\$4,331.88
Investment Earnings	\$7,338.00	\$388.95	\$4,065.94	\$3,272.06
Miscellaneous	\$2,000.00	\$0.00	\$0.37	\$1,999.63
Outside Billing	\$2,400.00	\$0.00	\$1,083.00	\$1,317.00
Plant Investment Fees	\$10,000.00	\$0.00	\$22,034.00	-\$12,034.00
Compensation for loss	\$42,257.00	\$0.00	\$0.00	\$42,257.00
Other Refund of Expenditure	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$1,766,479.00</b>	<b>\$151,575.43</b>	<b>\$1,282,385.85</b>	<b>\$484,093.15</b>

<u>EXPENDITURES:</u> <u>LINES AND SERVICES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$91,768.00	\$6,343.24	\$56,777.23	\$34,990.77
Maintenance & Operation	\$381,906.00	\$29,119.75	\$402,579.12	-\$20,673.12
Capital Outlay	\$208,000.00	\$0.00	\$0.00	\$208,000.00
Transfer to General Fund	\$71,051.00	\$5,920.00	\$53,280.00	\$17,771.00
<b>TOTAL LINES &amp; SERVICES</b>	<b>\$752,725.00</b>	<b>\$41,382.99</b>	<b>\$512,636.35</b>	<b>\$240,088.65</b>
Debt Service	\$179,141.00	\$0.00	\$179,150.94	-\$9.94
<b>TOTAL LINES &amp; SERVICES W/DEBT</b>	<b>\$931,866.00</b>	<b>\$41,382.99</b>	<b>\$691,787.29</b>	<b>\$240,078.71</b>

<u>TREATMENT FACILITIES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$277,958.00	\$13,676.46	\$165,100.01	\$112,857.99
Maintenance & Operation	\$859,998.00	\$72,401.14	\$660,366.26	\$199,631.74
Capital Outlay	\$22,040.00	\$0.00	\$0.00	\$22,040.00
Transfer to General Fund	\$166,749.00	\$13,895.00	\$125,055.00	\$41,694.00
<b>TOTAL TREATMENT FACILITIES</b>	<b>\$1,326,745.00</b>	<b>\$99,972.60</b>	<b>\$950,521.27</b>	<b>\$376,223.73</b>

<b>TOTAL EXPENDITURES</b>	<b>\$2,258,611.00</b>	<b>\$141,355.59</b>	<b>\$1,642,308.56</b>	<b>\$616,302.44</b>
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**PERPETUAL CARE FUND**

9/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Perpetual Care	\$16,000.00	\$500.00	\$11,300.00	\$4,700.00
Perpetual Care - niches	\$15,000.00	\$2,000.00	\$14,000.00	\$1,000.00
Investment Earnings	\$300.00	\$17.75	\$176.08	\$123.92
<b>TOTAL REVENUES</b>	<b>\$31,300.00</b>	<b>\$2,517.75</b>	<b>\$25,476.08</b>	<b>\$5,823.92</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Audit	\$320.00	\$0.00	\$320.00	\$0.00
Niche Engraving	\$5,000.00	\$300.00	\$2,100.00	\$2,900.00
Transfer to General Fund	\$300.00	\$0.00	\$0.00	\$300.00
<b>TOTAL EXPENDITURES</b>	<b>\$5,620.00</b>	<b>\$300.00</b>	<b>\$2,420.00</b>	<b>\$3,200.00</b>

**BALANCE SHEET**

9/30/2013

<b><u>ASSETS:</u></b>				
Cash	\$9,447.86			
Investments	\$188,193.47			
		<b>TOTAL ASSETS</b>		<b>\$197,641.33</b>
<b><u>LIABILITIES:</u></b>				
Accounts Payable	\$150.00			
		<b>TOTAL LIABILITIES</b>		<b>\$150.00</b>
<b><u>FUND BALANCE:</u></b>				
Unreserved Fund Balance	\$174,435.25			
Excess Revenue over Expenditures	\$23,056.08			
		<b>TOTAL FUND BALANCE</b>		<b>\$197,491.33</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b>\$197,641.33</b>

**LIBRARY IMPROVEMENT FUND**

9/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$50.00	\$2.66	\$27.83	\$22.17
Contributions	\$0.00	\$0.00	\$1,050.00	-\$1,050.00

<b>TOTAL REVENUES</b>	<b>\$50.00</b>	<b>\$2.66</b>	<b>\$1,077.83</b>	<b>-\$1,027.83</b>
<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Audit	\$50.00	\$0.00	\$50.00	\$0.00
Equipment	\$25,000.00	\$0.00	\$0.00	\$25,000.00
<b>TOTAL EXPENDITURES</b>	<b>\$25,050.00</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>\$25,000.00</b>

**BALANCE SHEET  
9/30/2013**

<b><u>ASSETS:</u></b>				
Cash	\$1,402.86			
Investments	\$27,925.56			
		<b>TOTAL ASSETS</b>		<b>\$29,328.42</b>
<b><u>LIABILITIES:</u></b>				
Accounts Payable	\$0.00			
		<b>TOTAL LIABILITIES</b>		<b>\$0.00</b>
<b><u>FUND BALANCE:</u></b>				
Unreserved Fund Balance	\$28,300.59			
Excess Revenue over Expenditures	\$1,027.83			
		<b>TOTAL FUND BALANCE</b>		<b>\$29,328.42</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b>\$29,328.42</b>

**CONSERVATION TRUST FUND**

9/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
State Contributions	\$140,000.00	\$41,652.28	\$116,792.16	\$23,207.84
Investment Earnings	\$350.00	\$10.48	\$111.86	\$238.14
<b>TOTAL REVENUES</b>	<b>\$140,350.00</b>	<b>\$41,662.76</b>	<b>\$116,904.02</b>	<b>\$23,445.98</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Tennis Court Improvements	\$8,000.00	\$0.00	\$6,863.99	\$1,136.01
Steel picnic tables	\$11,000.00	\$0.00	\$11,000.00	\$0.00
Bridge - Pioneer Park	\$0.00	\$0.00	\$0.00	\$0.00
Aluminum tables	\$0.00	\$0.00	\$0.00	\$0.00
Basketball Court Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Softball Field Improvements	\$0.00	\$0.00	\$0.00	\$0.00

Wood Chips	\$14,175.00	\$0.00	\$14,175.00	\$0.00
Playground Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Recreation Center Improvements	\$4,500.00	\$0.00	\$3,679.00	\$821.00
Krull Park	\$0.00	\$0.00	\$0.00	\$0.00
Pioneer Park Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Replaster Pool	\$46,000.00	\$0.00	\$46,000.00	\$0.00
Roof - Columbine	\$0.00	\$0.00	\$0.00	\$0.00
Replace Tile	\$76,825.00	\$0.00	\$77,961.00	-\$1,136.00
<b>TOTAL EXPENDITURES</b>	<b>\$160,500.00</b>	<b>\$0.00</b>	<b>\$159,678.99</b>	<b>\$821.01</b>

**BALANCE SHEET**

9/30/2013

**ASSETS:**

Cash	\$0.52		
Investments	\$122,811.66		
		<b>TOTAL ASSETS</b>	<b>\$122,812.18</b>

**LIABILITIES:**

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

**FUND BALANCE:**

Unreserved Fund Balance	\$165,587.15		
Excess Revenue over Expenditures	-\$42,774.97		
		<b>TOTAL FUND BALANCE</b>	<b>\$122,812.18</b>

		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$122,812.18</b>
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**KARL FALCH LIBRARY TRUST FUND**

9/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$60.00	\$2.96	\$31.10	\$28.90
<b>TOTAL REVENUES</b>	<b>\$60.00</b>	<b>\$2.96</b>	<b>\$31.10</b>	<b>\$28.90</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Books Purchased	\$800.00	\$0.00	\$0.00	\$800.00
Audit	\$55.00	\$0.00	\$55.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$855.00</b>	<b>\$0.00</b>	<b>\$55.00</b>	<b>\$800.00</b>

**BALANCE SHEET**

9/30/2013

**ASSETS:**

Cash	\$321.11		
Investments	\$31,125.78		
		<b>TOTAL ASSETS</b>	<b>\$31,446.89</b>

**LIABILITIES:**

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

**FUND BALANCE:**

Unreserved Fund Balance	\$31,470.79		
Excess Revenue over Expenditures	-\$23.90		
		<b>TOTAL FUND BALANCE</b>	<b>\$31,446.89</b>

		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$31,446.89</b>
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**EMPLOYEE SELF-INSURANCE FUND**

9/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$1,000.00	\$54.00	\$567.08	\$432.92
Employee Premiums	\$174,132.00	\$19,474.34	\$201,422.94	-\$27,290.94
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
City Premiums	\$1,584,840.00	\$97,727.79	\$908,141.91	\$676,698.09
<b>TOTAL REVENUES</b>	<b>\$1,759,972.00</b>	<b>\$117,256.13</b>	<b>\$1,110,131.93</b>	<b>\$649,840.07</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Wellness	\$0.00	\$0.00	\$0.00	\$0.00
Premium	\$1,758,972.00	\$118,500.40	\$1,104,254.73	\$654,717.27
FLEX	\$3,000.00	\$190.00	\$1,760.00	\$1,240.00
Audit	\$630.00	\$0.00	\$630.00	\$0.00
Transfer General Fund	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$1,762,602.00</b>	<b>\$118,690.40</b>	<b>\$1,106,644.73</b>	<b>\$655,957.27</b>

**BALANCE SHEET**

9/30/2013

**ASSETS:**

Cash	\$24,907.89
Investments	\$570,322.05

		<b>TOTAL ASSETS</b>	<u><u>\$595,229.94</u></u>
<b><u>LIABILITIES:</u></b>			
Accounts Payable	\$0.00		
		<b>TOTAL LIABILITIES</b>	<b>\$0.00</b>
<b><u>FUND BALANCE:</u></b>			
Retained Earnings	\$591,742.74		
Excess Revenue over Expenditures	\$3,487.20		
		<b>TOTAL FUND BALANCE</b>	<u><u>\$595,229.94</u></u>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<u><u>\$595,229.94</u></u>

### SERVICE CENTER FUND

9/30/2013

<b><u>REVENUES:</u></b>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$664.00	\$42.37	\$371.59	\$292.41
Miscellaneous	\$0.00	\$0.00	\$2,339.80	-\$2,339.80
Transfer of Reserves	\$421,178.00	\$35,095.00	\$315,855.00	\$105,323.00
Transfer for Lease Payment	\$232,120.00	\$19,342.00	\$174,078.00	\$58,042.00
<b>TOTAL REVENUES</b>	<u><u>\$653,962.00</u></u>	<u><u>\$54,479.37</u></u>	<u><u>\$492,644.39</u></u>	<u><u>\$161,317.61</u></u>

<b><u>EXPENDITURES:</u></b>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Personnel	\$316,738.00	\$24,487.80	\$232,652.23	\$84,085.77
Maintenance & Operation	\$363,778.00	\$10,561.11	\$119,520.93	\$244,257.07
Capital Outlay	\$6,000.00	\$0.00	\$0.00	\$6,000.00
Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<u><u>\$686,516.00</u></u>	<u><u>\$35,048.91</u></u>	<u><u>\$352,173.16</u></u>	<u><u>\$334,342.84</u></u>

### BALANCE SHEET

9/30/2013

<b><u>ASSETS:</u></b>			
Cash	-\$2,244.93		
Cash - Bank of Cherry Creek	\$3.02		
Investments	\$455,367.66		
Fixed Assets (Net)	\$2,067,508.23		
		<b>TOTAL ASSETS</b>	<u><u>\$2,520,633.98</u></u>
<b><u>LIABILITIES:</u></b>			
Accounts Payable	\$949.26		
Unpaid Compensated Absences	\$19,857.49		

Accrued Salaries	\$10,166.34		
Lease Payable	\$1,190,000.00		
Lease Interest Payable	\$4,760.00		
		<b>TOTAL LIABILITIES</b>	<b>\$1,225,733.09</b>
<b><u>FUND BALANCE:</u></b>			
Retained Earnings	\$1,154,429.66		
Excess Revenue over Expenditures	\$140,471.23		
		<b>TOTAL FUND BALANCE</b>	<b>\$1,294,900.89</b>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$2,520,633.98</b>

### OLD HIRE POLICE FUND

9/30/2013

<b><u>REVENUES:</u></b>	<b>BUDGETED 2013</b>	<b>COLLECTIONS CURRENT MO.</b>	<b>COLLECTIONS TO DATE</b>	<b>BALANCE</b>
Investment Earnings	\$2,500.00	\$71.40	\$410.86	\$2,089.14
Proceeds	\$1,059,335.00	\$0.00	\$1,440,619.29	-\$381,284.29
<b>TOTAL REVENUES</b>	<b>\$1,061,835.00</b>	<b>\$71.40</b>	<b>\$1,441,030.15</b>	<b>-\$379,195.15</b>

<b><u>EXPENDITURES:</u></b>	<b>BUDGETED 2013</b>	<b>EXPENSES CURRENT MO.</b>	<b>EXPENSES TO DATE</b>	<b>BALANCE</b>
Pension	\$81,832.00	\$5,467.20	\$33,831.19	\$48,000.81
Capital Outlay	\$143,125.00	\$0.00	\$138,366.77	\$4,758.23
<b>TOTAL EXPENDITURES</b>	<b>\$224,957.00</b>	<b>\$5,467.20</b>	<b>\$172,197.96</b>	<b>\$52,759.04</b>

### BALANCE SHEET

9/30/2013

<b><u>ASSETS:</u></b>			
Cash	\$0.52		
Accounts Receivable - FPPA	\$268,752.00		
Investments	\$753,910.86		
Prepaid Contribution	\$246,168.81		
		<b>TOTAL ASSETS</b>	<b>\$1,268,832.19</b>
<b><u>LIABILITIES:</u></b>			
Accounts Payable	\$0.00		
		<b>TOTAL LIABILITIES</b>	<b>\$0.00</b>
<b><u>FUND BALANCE:</u></b>			
Unreserved Fund Balance	\$0.00		
Excess Revenue over Expenditures	\$1,268,832.19		
		<b>TOTAL FUND BALANCE</b>	<b>\$1,268,832.19</b>

**TOTAL LIABILITIES  
& FUND BALANCE**

**\$1,268,832.19**

**RISK MANAGEMENT FUND**

9/30/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,500.00	\$85.37	\$829.83	\$670.17
Miscellaneous	\$5,000.00	\$0.00	\$354.85	\$4,645.15
Compensation for Loss	\$5,000.00	\$0.00	\$43,424.46	-\$38,424.46
Transfer of Reserves	\$257,670.00	\$66,117.50	\$262,753.50	-\$5,083.50
Transfer Workers Comp	\$198,744.00	\$44,982.00	\$188,310.09	\$10,433.91
<b>TOTAL REVENUES</b>	<b>\$467,914.00</b>	<b>\$111,184.87</b>	<b>\$495,672.73</b>	<b>-\$27,758.73</b>

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Claims Paid	\$60,000.00	\$0.00	\$23,145.64	\$36,854.36
Expense for Workers Comp	\$198,564.00	\$0.00	\$157,939.00	\$40,625.00
Premium Fees	\$257,670.00	\$0.00	\$193,485.40	\$64,184.60
Flood	\$0.00	\$1,211.93	\$1,211.93	-\$1,211.93
Expense for Unemployment	\$10,000.00	\$0.00	\$171.66	\$9,828.34
Materials & Supplies	\$300.00	\$181.77	\$281.77	\$18.23
Audit	\$590.00	\$0.00	\$590.00	\$0.00
Transfer to General Fund	\$1,500.00	\$0.00	\$0.00	\$1,500.00
<b>TOTAL EXPENDITURES</b>	<b>\$528,624.00</b>	<b>\$1,393.70</b>	<b>\$376,825.40</b>	<b>\$151,798.60</b>

**BALANCE SHEET  
9/30/2013**

<b><u>ASSETS:</u></b>				
Cash	\$14,144.37			
Investments	\$934,897.79			
		<b>TOTAL ASSETS</b>		<b><u>\$949,042.16</u></b>
<b><u>LIABILITIES:</u></b>				
Accounts Payable	\$1,101.99			
		<b>TOTAL LIABILITIES</b>		<b>\$1,101.99</b>
<b><u>FUND BALANCE:</u></b>				
Emergency Reserve	\$350,000.00			
Retained Earnings	\$479,092.84			
Excess Revenue over Expenditures	\$118,847.33			
		<b>TOTAL FUND BALANCE</b>		<b><u>\$947,940.17</u></b>

**TOTAL LIABILITIES  
& FUND BALANCE**

\$949,042.16

**CAPITAL EQUIPMENT FUND**

9/30/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,400.00	\$103.04	\$1,072.48	\$327.52
Sale of Asset	\$0.00	\$0.00	\$10,572.50	-\$10,572.50
Compensation for Loss	\$0.00	\$0.00	\$15,375.00	-\$15,375.00
Other Contributions	\$0.00	\$0.00	\$0.00	\$0.00
Transfer of Reserves	\$611,300.00	\$41,573.00	\$439,712.00	\$171,588.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<u><u>\$612,700.00</u></u>	<u><u>\$41,676.04</u></u>	<u><u>\$466,731.98</u></u>	<u><u>\$145,968.02</u></u>

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Audit	\$905.00	\$0.00	\$905.00	\$0.00
Police Equipment	\$0.00	\$0.00	\$615.00	-\$615.00
Fire Equipment	\$120,102.00	\$42,367.00	\$87,697.99	\$32,404.01
Public Works Equipment	\$284,500.00	\$0.00	\$252,808.00	\$31,692.00
Finance Equipment	\$8,175.00	\$0.00	\$6,824.00	\$1,351.00
Parks, Lib & Rec Equipment	\$45,365.00	\$0.00	\$40,806.00	\$4,559.00
Non-Dept Equipment	\$8,010.00	\$0.00	\$8,165.00	-\$155.00
<b>TOTAL EXPENDITURES</b>	<u><u>\$467,057.00</u></u>	<u><u>\$42,367.00</u></u>	<u><u>\$397,820.99</u></u>	<u><u>\$69,236.01</u></u>

**BALANCE SHEET  
9/30/2013**

Cash	-\$30,288.63		
Investments	\$1,101,730.81		
Fixed Assets (Net)	<u>\$1,889,106.87</u>		
		<b>TOTAL ASSETS</b>	<u><u>\$2,960,549.05</u></u>
<b><u>LIABILITIES:</u></b>			
Accounts Payable	\$0.00		
Lease Payable	\$147,134.07		
Lease Interest Payable	<u>\$8,134.31</u>		
		<b>TOTAL LIABILITIES</b>	<b>\$155,268.38</b>
<b><u>FUND BALANCE:</u></b>			
Retained Earnings	\$2,736,369.68		
Excess Revenue over Expenditures	<u>\$68,910.99</u>		
		<b>TOTAL FUND BALANCE</b>	<u><u>\$2,805,280.67</u></u>

**TOTAL LIABILITIES  
& FUND BALANCE**

**\$2,960,549.05**

**CAPITAL IMPROVEMENT FUND**

9/30/2013

<u>REVENUES:</u>	BUDGETED 2013	COLLECTIONS CURRENT MO.	COLLECTIONS TO DATE	BALANCE
Investment Earnings	\$1,500.00	\$76.55	\$727.53	\$772.47
Misc. Income	\$50.00	\$1,478.49	\$1,506.43	-\$1,456.43
Rents From Land	\$17,006.00	\$196.03	\$32,349.58	-\$15,343.58
Sale of Asset	\$0.00	\$0.00	\$100.00	-\$100.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<u><b>\$18,556.00</b></u>	<u><b>\$1,751.07</b></u>	<u><b>\$34,683.54</b></u>	<u><b>-\$16,127.54</b></u>

<u>EXPENDITURES:</u>	BUDGETED 2013	EXPENSES CURRENT MO.	EXPENSES TO DATE	BALANCE
Museum Exhibits	\$0.00	\$0.00	\$0.00	\$0.00
Building Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Audit	\$300.00	\$0.00	\$300.00	\$0.00
<b>TOTAL EXPENDITURES</b>	<u><b>\$300.00</b></u>	<u><b>\$0.00</b></u>	<u><b>\$300.00</b></u>	<u><b>\$0.00</b></u>

**BALANCE SHEET  
9/30/2013**

<b><u>ASSETS:</u></b>			
Cash	\$13,527.58		
Accounts Receivable	\$2,512.68		
Investments	\$809,499.85		
		<b>TOTAL ASSETS</b>	<u><b>\$825,540.11</b></u>
<b><u>LIABILITIES:</u></b>			
Accounts Payable	\$0.00		
		<b>TOTAL LIABILITIES</b>	<b>\$0.00</b>
<b><u>FUND BALANCE:</u></b>			
Unreserved Fund Balance	\$791,156.57		
Excess Revenue over Expenditures	\$34,383.54		
		<b>TOTAL FUND BALANCE</b>	<u><b>\$825,540.11</b></u>
		<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<u><b>\$825,540.11</b></u>

## HUMAN RESOURCES DEPARTMENT

### SEPTEMBER 2013 MONTHLY REPORT

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

**CDL TESTING** – A DOT Random Drug test was not conducted during the month of September. One(1) pre-employment drug screen was conducted.

**WORKERS' COMPENSATION** – The City continues to work on all injury cases that are presented for on-the-job injuries. Two (2) claims were filed during September.

#### **JOB OPPORTUNITIES** –

<b>Positions Open</b>	<b>Positions Filled</b>
Seasonal positions in Recreation & Rec Center	Account Technician
Police Officer (1)	Wastewater Plant Operator II
Water Treatment Plant Operator (2)	
Lead Water Treatment Plant Operator	
Utilities Superintendent	
PLR Director	
Dispatch Supervisor	
Public Safety Dispatcher	
Maintenance Worker I – PCF	
Maintenance Worker I – PW	
Lab Technician	
Firefighter	
Recreation Center Custodian	
Laborer - Museum	

**PERSONNEL BOARD** – Personnel Board did not meet during September.

#### **MISCELLANEOUS ACTIVITIES**

HR Assistant participated in a CIRSA Safety Management webinar on Emergency Evacuation Planning on September 25.

HR Director participated in the flood debriefing meetings and dispersed what information he could to staff. HR Assistant assisted with the phone calls during the first three days of the flood. Risk Management is receiving claims from citizens and sending to CIRSA. HR Director has been involved with the cleaning process at the Overland Trail Museum and Overland Trail pond along with PLR Director and Museum Curator.

HR Assistant prepared the Open Enrollment packets for employees. These packets consisted of information on rate changes for health insurance for 2014, Medicare D information, Model Notice for the Affordable Health Care, and other notices that are issued yearly.

HR and City Manager met with AFLAC and discussed the Open Enrollment process for 2014. The Open Enrollment process is scheduled for November 4 – 6 at various locations for easy access of employees.

**MUNICIPAL COURT**  
**SEPTEMBER 2013 MONTHLY REPORT**

DESCRIPTION	Sept 2013	Sept 2012	Sept Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>ARRAIGNMENTS</b>	39	55	-29%	444	462	-4%	644	-31%
<b>JUVENILE CASES</b>	16	14	14%	82	63	30%	97	-16%
TRAFFIC				3	4	-25%	3	
NO INSURANCE					1	-100%	1	-100%
NO SEAT BELT							1	-100%
SPEEDING				3	1	200%	1	114%
UNDERAGE POSS OF TOBACCO	1	1		2	1	100%	5	-62%
POSS. OF MARIJUANA/DRUG PARAPHERNALIA		1	-100%	6	15	-60%	14	-58%
THEFT	10	1	900%	18	7	157%	7	143%
DISTURBING THE PEACE/NOISES				12	2	500%	6	88%
RESISTING ARREST/FAILURE TO COMPLY				2	1	100%	1	233%
INJURING/DEFACING PROPERTY	2	2		11	10	10%	7	62%
TRESPASSING	1			3			5	-42%
UNDERAGE POSS/CONS ALCOHOL/PROCURE	1	7	-86%	15	13	15%	33	-54%
CURFEW FOR MINORS	1	1		4	3	33%	4	11%
OTHER		1	-100%	3	5	-40%	8	-64%
<b>ADULT CASES</b>	23	41	-44%	362	399	-9%	547	-34%
TRAFFIC	2	4	-50%	47	63	-25%	57	-17%
NO INSURANCE	1			22	14	57%	54	-59%
NO SEAT BELT	1			19	24	-21%	77	-75%
SPEEDING		2	-100%	7	18	-61%	62	-89%
PARKING	4	7	-43%	49	27	81%	55	-12%
POSS. MARIJUANA/DRUG PARAPHERNALIA		2	-100%	9	32	-72%	31	-71%
THEFT	9	4	125%	57	43	33%	28	107%
DISTURBING THE PEACE/NOISES	3	4	-25%	23	23		18	29%
RESISTING ARREST/FAILURE TO COMPLY				7	6	17%	5	52%
INJURING/DEFACING PROPERTY	2			12	2	500%	4	200%
TRESPASSING		2	-100%	12	10	20%	24	-49%
UNDERAGE POSS/CONS ALCOHOL	1	5	-80%	46	71	-35%	60	-24%
SALE / PROCUREMENT / OPEN CONTAINER		1	-100%	5	1	400%	6	-22%
OTHER		3	-100%	17	23	-26%	26	-35%
ANIMAL		7	-100%	22	37	-41%	35	-38%
NUISANCES				8	5	60%	16	-51%
JUVENILE ARR'S FOUND GUILTY	13	11	18%	42	41	2%	58	-28%
JUVENILE ARR'S DISMISSED				5			17	-70%
JUVENILES PLACED ON PROB/DJ/UPS	13	9	44%	54	42	29%	68	-21%
JUVENILE VIOLS OF PROB/DJ/UPS				3	3		13	-76%
JUVENILE FTA/PWL							63	-100%
ADULT ARR'S FOUND GUILTY	14	23	-39%	143	159	-10%	205	-30%
ADULT ARR'S DISMISSED		2	-100%	39	29	34%	69	-43%
ADULTS PLACED ON PROB/DJ/UPS	3	9	-67%	66	89	-26%	86	-23%
ADULT VIOLS OF PROB/DJ/UPS	1			3	1	200%	17	-82%
ADULT FTA/PWL	2	6	-67%	29	23	26%	113	-74%

DESCRIPTION	Sept 2013	Sept 2012	Sept Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
FINE EXTENSIONS	40	53	-25%	308	326	-6%	369	-17%
CONTINUANCE/SET FOR TRIALS/ETC	7	13	-46%	128	148	-14%	128	0%
CASES REVIEWED	41	36	14%	489	400	22%	370	32%
TRIALS FOUND GUILTY	6	17	-65%	46	53	-13%	52	-11%
TRIALS FOUND NOT GUILTY	1			8	2	300%	376	-98%
TRIALS DISMISSED	5	13	-62%	37	39	-5%	64	-42%
NEW CHARGES PROCESSED	63	93	-32%	716	803	-11%	987	-27%
NEW WARRANTS	4	9	-56%	104	115	-10%	156	-33%
DAYS JUVENILES SENT TO DETENTION				4			264	-98%
DAYS ADULTS SENT TO JAIL				122	50	144%	145	-16%
PAID TICKETS	19	39	-51%	340	365	-7%	764	-56%
PAID WITH AUTO POINT REDUCTION	11	22	-50%	163	177	-8%	179	-9%
PAID AS REGULAR TICKET	8	17	-53%	177	188	-6%	402	-56%
FROM PWL TO WARRANT	1			2			3	-38%

## **POLICE DEPARTMENT**

### **SEPTEMBER 2013 MONTHLY REPORT**

During September 2013, the police department responded to 901 Calls for Service, a 12 percent decrease from the 1,026 Calls for Service responded to in September of 2012. The year-to-date calls for service at the end of September 2013 were 8,751, an eight percent decrease from the 9,522 calls noted at the end of September 2012.

Officers responded to 13 traffic accidents during the month of September, a 41 percent decrease over the 22 accidents responded to in September of 2012. Officers issued 21 penalty assessments during September 2013, which is a 22 percent decrease over the 27 penalty assessments issued in September 2012. Officers also issued 128 Warning tickets during September 2013, a 48 percent decrease over the 246 Warning tickets issued in September 2012. Officers arrested five drivers on DUI charges during September 2013, which is a 25 percent increase over the four DUI arrests in September of 2012.

Among the criminal offenses reported were one sex offense, 13 assault offenses, seven burglaries, 36 larceny/thefts, two fraud offenses, and 28 vandalisms. The value of property stolen during the month was \$58,305 and \$7,808 was recovered. Officers arrested 29 adults and six juveniles, for a total of 35 arrests in September 2013. This is five less arrests or a 14 percent decrease over the total of 40 arrests made in September of 2012.

In September, the Youth Services Division received 18 youth referrals (13 males and 5 females). Youth Services received referrals from the following: 17 from the Sterling Police Department, and one from a school.

Officers responded to 43 calls at local liquor establishments, with 32 calls being reported in September of 2012.

Sterling Police officers and staff completed 764.50 hours of training during the month of September 2013. Year-to-date, officers and staff have completed 5,090.17 hours of training. Officer Robert Donahue successfully completed the rigorous Field Training Officer Program on September 28, 2013.

DESCRIPTION	2013	2012	Change	2013	2012	Change	Avg	Change
ACTIVITIES								
CALLS for SERVICE								
CITY OF STERLING	901	1,026	-12%	8,751	9,522	-8%	10,758	-19%
MOTOR VEHICLE ACCIDENTS	13	22	-41%	184	178	3%	209	-12%
CRIMINAL OFFENSES	162	124	31%	1,381	1,130	22%	1,097	26%
GROUP "A" OFFENSES	90	65	38%	740	627	18%	629	18%
GROUP "B" OFFENSES	72	59	22%	641	525	22%	473	36%
VANDALISM	28	20	40%	175	147	19%	137	28%
ARRESTS								
ADULTS	29	39	-26%	411	380	8%	490	-16%
JUVENILES	6	1	500%	46	30	53%	68	-32%
PROPERTY								
STOLEN	58,305	9,376	522%	329,318	182,743	80%	256,682	28%
RECOVERED	7,808	1,140	585%	90,948	38,589	136%	73,185	24%
MUNICIPAL CHARGES								
PA'S	21	27	-22%	343	411	-17%	992	-65%
CRIMINAL CHARGES	17	30	-43%	196	232	-16%	211	-7%
WARNINGS	128	246	-48%	1,330	2,145	-38%	2,791	-52%
STATE CHARGES								
TRAFFIC	18	15	20%	191	224	-15%	356	-46%
DUI'S	5	4	25%	52	49	6%	66	-21%
CRIMINAL CHARGES	25	24	4%	298	234	27%	276	8%
YOUTH SERVICES								
NUMBER OF REFERRALS								
MALE	13	9	44%	133	129	3%	138	-4%
FEMALE	5	13	-62%	105	83	27%	76	39%
TOTAL	18	22	-18%	238	212	12%	214	11%
REFERRING SOURCE								
STERLING POLICE DEPARTMENT	17	22	-23%	221	199	11%	193	15%
LOGAN COUNTY SHERIFF'S OFFICE				6	2	200%	6	7%
DISTRICT COURT				1	2	-50%	2	-50%
STATE PATROL/OTHER JURISDICTION				1	1		1	-17%
PARENT/SELF				1	2	-50%	3	-67%
SCHOOL	1			8	6	33%	9	-11%

**STERLING FIRE DEPARTMENT**  
**SEPTEMBER 2013 MONTHLY REPORT**

**OPERATIONS**

Chief Vogel

- EMS Meeting with the County Commissioners
- Led Command Staff Meeting
- Attended Fire Chiefs Meeting
- Interviews for EMS Positions
- Firefighter Testing and Interviews
- Attended Sterling Rural Fire Protection District Meeting
- Attended Flood Debriefings
- Emergency Operations Located in EOC during Flood

**TRAINING**

- Fire academy
- Helicopter safety
- Swift water rescue
- Ventilation training

**MAINTENANCE**

Rescue-17

**STAFF ACTIVITIES**

- MDA FILL THE BOOT \$7100.00
- CLIMB FOR KIDS \$2000.00

**MAJOR INCIDENTS**

- 10 fires
- 141 rescue & emergency medical incidents
- 6 hazardous conditions
- Total incident count 176
- Total est. loss \$371,025.00

DESCRIPTION	2013	2012	Change	2013	2012	Change	Avg	Change
<b>FIRES</b>								
City	2	2		2	22	-91%	26	-92%
Rural	8	7	14%	1	103	-99%	63	-98%
Total	10	9	11%	3	125	-98%	89	-97%
<b>EMS/RESCUE</b>								
City	90	88	2%	48	826	-94%	596	-92%
Rural	51	15	240%	2	132	-98%	130	-98%
Total	141	103	37%	50	958	-95%	726	-93%
<b>HAZARDOUS CONDITION</b>								
City	4	18	-78%	11	205	-95%	201	-95%
Rural	2	10	-80%	1	79	-99%	69	-99%
Total	6	28	-79%	12	284	-96%	270	-96%
<b>TOTAL 911 SERV CALLS</b>								
City	110	108	2%	61	1,053	-94%	861	-93%
Rural	66	32	106%	4	314	-99%	262	-98%
Total	176	140	26%	65	1,367	-95%	1,123	-94%
<b>AVERAGE RESPONSE TIME</b>								
City	5	3	45%	9	37	-76%	38	-77%
Rural	15	12	23%	7	110	-93%	104	-93%
Overall Average	10	8	28%	8	73	-89%	70	-88%
<b>GENERAL ALARMS</b>								
Total General Alarms	7	4	75%	7	62	-89%	44	-84%
Average Number of Firefighters	12	13	-8%	10	11	-16%	99	-90%
<b>BUILDING FIRES</b>								
Total Building Fires	1	2	-50%	2	15	-87%	16	-88%
Fires Confined to Rm of Origin		0			4	-100%	3	-100%
<b>TRAINING HOURS</b>								
Career Hours	80	553	-86%	1,183	4,562	-74%	2,676	-56%
Volunteer Hours	35	94	-63%	138	613	-77%	509	-73%
Total Hours	115	647	-82%	1,321	5,175	-74%	3,185	-59%
Average Career Hours	5.3	36.9	-86%	79	304	-74%	178	-56%
Average Volunteer Hours	2.9	7.8	-63%	12	51	-77%	42	-73%
<b>FIRE INSPECTIONS</b>								
New Inspections		27	-100%	5	386	-99%	379	-99%
Re-Inspections	3	25	-88%	1	231	-100%	180	-100%
Total Inspections	3	52	-94%	6	617	-99%	559	-99%
<b>HYDRANT INSPECTIONS</b>	1	0		0	29	-99%	226	-100%
				0				
				0				
				0				
				0				
				0				

PUBLIC WORKS DEPARTMENT

SEPTEMBER 2013 MONTHLY REPORT

The citizens of Sterling enjoyed a variety of weather throughout the month of September with a high temperature of 103.3° recorded at the Sterling Municipal Airport on the 6th. Evening temperatures also fluctuated similarly with a low of the month being 38.2° on the evening of the 28th and a high evening low of 69.3° recorded on the 5th. The station located east of Sterling recorded a total precipitation of .0" for the month. However, at Sterling Municipal Airport there was a total of 4.76" recorded in the month of September. (The current weather monitoring device at the water station is under repair.)

MONTHLY CLIMATOLOGICAL SUMMARY for SEP. 2013

NAME: Sterling Municipal Airport CITY: STATE:  
 ELEV: 4038 ft LAT: 40° 37' 00" N LONG: 103° 16' 00" W

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	73.3	86.0	4:30p	59.5	6:30a	0.5	8.8	0.00	4.5	19.0	10:30a	SE
2	77.8	94.2	4:30p	61.2	6:30a	0.5	13.3	0.00	7.8	25.0	12:30p	SSE
3	80.4	98.3	3:30p	59.0	5:30a	0.5	15.9	0.00	3.5	25.0	9:00p	SSE
4	80.8	99.0	4:00p	64.7	4:30a	0.0	15.8	0.47	6.2	46.0	8:00p	NE
5	81.1	97.0	4:30p	69.3	7:00a	0.0	16.1	0.00	4.8	23.0	12:30a	NE
6	81.8	103.3	5:30p	66.2	3:30a	0.0	16.8	0.00	5.1	29.0	7:30p	S
7	78.9	101.0	4:30p	57.3	7:00a	1.0	14.8	0.00	3.5	17.0	5:30p	SE
8	81.0	99.3	4:30p	61.4	6:30a	0.1	16.1	0.00	6.2	26.0	5:30p	SSE
9	73.9	88.8	3:30p	62.1	7:00a	0.2	9.2	0.31	8.3	53.0	6:00p	NE
10	68.7	76.9	4:00p	61.5	7:00a	0.6	4.3	0.01	4.4	15.0	4:00p	NNE
11	65.9	71.9	5:00p	62.1	6:30a	0.7	1.6	0.14	6.2	23.0	5:00p	NE
12	66.1	72.7	2:30p	64.1	6:30a	0.2	1.3	0.14	7.8	29.0	3:00p	NE
13	64.1	65.9	12:00m	61.5	1:00p	1.0	0.1	0.27	12.6	36.0	4:30p	ESE
14	69.4	82.0	5:00p	60.5	7:00a	0.7	5.1	0.14	5.6	41.0	8:00p	NE
15	60.9	63.3	12:30a	58.7	12:00m	4.1	0.0	0.24	6.6	25.0	8:30a	NE
16	61.3	69.7	3:30p	57.2	4:30a	4.3	0.6	0.00	9.4	25.0	6:00p	SE
17	71.0	88.8	5:00p	54.4	6:30a	2.2	8.2	0.00	5.3	18.0	9:00a	S
18	71.0	91.7	3:00p	56.1	6:00a	2.0	8.0	0.14	6.0	43.0	6:30p	SW
19	61.0	69.4	3:30p	49.5	12:00m	4.7	0.7	0.09	6.2	25.0	7:30a	NE
20	59.2	78.7	5:00p	42.0	5:00a	8.8	3.1	0.00	2.6	18.0	2:00p	NNE
21	68.1	87.9	3:00p	49.7	5:00a	4.3	7.4	0.00	5.3	18.0	9:00p	SW
22	68.3	89.0	4:00p	53.8	7:00a	3.4	6.6	0.14	6.0	45.0	8:00p	SW
23	55.8	62.7	5:00p	47.1	12:00m	9.2	0.0	2.22	9.4	45.0	9:00a	NNW
24	58.9	75.5	4:30p	42.2	6:30a	8.6	2.6	0.01	5.0	17.0	10:00p	SSE
25	65.2	87.4	4:30p	44.3	7:00a	5.2	5.5	0.00	6.3	28.0	4:00p	SE
26	62.7	78.0	5:00p	49.4	7:00a	5.1	2.9	0.00	5.3	17.0	1:30p	NNE
27	49.8	57.3	12:30a	46.3	12:00m	15.2	0.0	0.44	8.0	21.0	4:30a	NNE
28	53.0	68.1	5:00p	38.2	4:30a	12.2	0.3	0.00	6.8	28.0	10:00a	SW
29	57.6	78.5	3:00p	38.3	7:00a	10.4	3.0	0.00	3.0	11.0	9:30a	SSW
30	64.1	85.2	3:30p	44.0	7:00a	7.2	6.3	0.00	5.4	20.0	1:00p	SSE
-----												
	67.7	103.3	6	38.2	28	112.9	194.4	4.76	6.1	53.0	9	SSE

Max >= 90.0: 8  
 Max <= 32.0: 0  
 Min <= 32.0: 0  
 Min <= 0.0: 0  
 Max Rain: 2.22 ON 09/23/13  
 Days of Rain: 12 (>.01 in) 11 (>.1 in) 1 (>1 in)  
 Heat Base: 65.0 Cool Base: 65.0 Method: Integration

## STREET/SANITATION DIVISIONS

The resources spent sweeping City streets is up with 401 blocks being swept throughout the month compared to a year ago.

A 145% increase in resources was expended in cleaning catch basins with the number being 379 throughout the month compared to 155 a year ago.

The division expended 51 gallons of paint during the month painting parking, 18 gallons of paint painting crosswalks and 2 gallons painting curbs.

The division repaired 46 traffic control signs and replaced 4 control signs.

The sanitation division collected 17 tons of loose trash throughout the month. However, they collected 555 tons of compacted trash. This compacted trash is a 22% increase compared to a year ago. Under time and material removals there were 15 tons this month.

DESCRIPTION	Sept 2013	Sept 2012	Sept Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>STREET MAINTENANCE</b>								
Streets Swept (Blocks)	401	288	39%	2,878	3,418	-16%	4,239	-32%
Streets Swept (Intersections)								
Sweeper Water-Dust Control (Gals)	4,550	3,840	18%	36,265	46,640	-22%	58,374	-38%
Flushing Streets (Gals)								
Gravel/ABC-Alleys (Tons)				64	118	-45%	454	-86%
Gravel/ABC-Streets (Tons)				80	2,495	-97%	844	-91%
Grading Alleys (Blocks)		308	-100%	205	1,134	-82%	1,156	-82%
Grading Streets (Blocks)		48	-100%		296	-100%	514	-100%
Grade Parking Lots (Blocks)							4	-100%
Excavate Sub-base (Cu Yds)					427	-100%	411	-100%
Excavate Asphalt (Tons)				50	108	-54%	375	-87%
Excavate Concrete (Tons)							46	-100%
Structure Backfill (Tons)					197	-100%	672	-100%
Backfill-Pit Run & Yard Stock Dirt (Cu Yds)					783	-100%	778	-100%
Hot Bituminous Mix (Tons)		22	-100%	241	615	-61%	731	-67%
Emulsion/Tack Oil (Gals)				80	20	300%	145	-45%
Cold Mix-Asphalt (Tons)		0	-100%	2	1,810	-100%	1,221	-100%
Catchbasins - Altosid Briquets					125	-100%	1,668	-100%
Catchbasins Cleaned (Each)	379	155	145%	1,695	2,587	-34%	3,954	-57%
Painting-Parking (Gals)	51	2	2450%	66	82	-20%	60	9%
Painting-Crosswalks (Gals)	18	4	350%	103	243	-58%	119	-14%
Painting-Curbs (Gals)	2	92	-98%	100	189	-47%	160	-38%
Painting-Symbols (Gals)								
Painting-Lanes(Gals)					5	-100%	14	-100%
<b>SIGN MAINTENANCE</b>								
Traffic Control-Repair (Each)	46	10	360%	180	102	76%	28	552%
Traffic Control-Replace (Each)	4	23	-83%	107	104	3%	113	-5%
Traffic Control-Install (Each)		25	-100%	6	186	-97%	150	-96%
Traffic Control-Remove (Each)		8	-100%	8	155	-95%	127	-94%

Street Name-Repair (Each)				8	220	-96%	61	-87%
Street Name-Replace (Each)		16	-100%	62	78	-21%	109	-43%
Street Name-Install (Each)		22	-100%	5	84	-94%	113	-96%
Delineators-Repair & Replace (Each)				1			3	-71%
SNOW/ICE CONTROL								
Snow Removal (Loads)				130	129	1%	319	-59%
Salt/Sand Mix Material (Tons)				232	86	172%	188	23%
Plowed/Sanded Streets (Miles)				1,902	1,356	40%	2,088	-9%
SANITATION								
Loose Trash/Debris Collection:WO (Tons)	17	71	-76%	803	673	19%	659	22%
Compacted Trash Collection (Tons)	555	456	22%	4,426	4,301	3%	4,628	-4%
Alley Debris/Trash Removal: T & M (Tons)	15			182	101	80%	113	62%
Yard: Sweepings + Misc Debris (Tons)	2			402	670	-40%	992	-59%
Container Repairs-90 Rollouts (Each)	5	1	400%	50	48	4%	188	-73%
Container Repairs-Dumpsters (Each)	33	22	50%	252	372	-32%	325	-22%
Level Dumpsters - Gravel Base Pad				6	14	-57%	4	50%
Weed Control-Mowing (Hours)	6	14	-56%	105	170	-38%	165	-36%
Weed Control-Burning (Hours)					3	-100%	1	-100%
MATERIAL PROCESSING								
Haul Materials from Vendor Yard (Tons)	12	127	-90%	1,077	496	117%	1,291	-17%
Haul Materials from Project Site (Cu Yds)	104			137	318	-57%	2,058	-93%
Haul Pulverized Asphalt/Millings (Cu Yds)	65			222	268	-17%	660	-66%
MISCELLANEOUS								
Haul Rip Rap Materials--Concrete	590			600			129	365%
Crack Sealing (#s per day)				27,150	28,980	-6%	28,571	-5%

## WATER/SEWER DIVISION

The water division produced 95,157,700 gallons, an 18% decrease compared to September a year ago, and a 4% decrease in hours logged. Furthermore the division responded to 140 requests for locates throughout the month. The meter reader read 4,812 meters resulting in 85 turn-offs for delinquent payment, 4 investigations for zero consumption and 10 investigations for high usage. The division continued the testing regime necessary for the health department regulations, responded to 62 and cleared 62 SCADA alarms at the time of reporting.

The sewer division responded to 144 requests for locates.

DESCRIPTION	Sept 2013	Sept 2012	Sept Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>WATER DISTRIBUTION</b>								
<b>WATER SERVICES INSTALLED (No.)</b>								
Water Services Installed -3/4"								
Water Service Installed-1"							1	-100%
Water Service Installed-1 1/2"								
Water Service Installed-2"							0	-100%

Water Service Installed->2"							0	-100%
Water Taps Installed (all sizes)								
Water Services Repaired (leak)				5	-100%	12	-100%	
<b>WATER MAINS INSTALLED (Feet) 4"</b>						4	-100%	
Watermain Installed-6"						3	-100%	
Watermain Installed-8"						1	-100%	
Watermain Installed-10"						94	-100%	
Watermain Installed->10"						4	-100%	
Watermains Repaired (breaks) No.				5	-100%	14	-100%	
<b>WATER MAINS REPLACED (Feet) 4"</b>						0	-100%	
Watermain Replaced-6"						8	-100%	
Watermain Replaced-8"								
Watermain Replaced-10"						110	-100%	
Watermain Replaced->10"						2	-100%	
<b>WATER MAIN VALVES INSTALLED (No.) 4"</b>						1	-100%	
Valves Installed-6"						0	-100%	
Valves Installed-8"								
Valves Installed-10"						1	-100%	
Valves Installed->10"						0	-100%	
Valves Repaired	9	-100%		9	-100%	3	-100%	
Valves Replaced	7	-100%		7	-100%	3	-100%	
Valves Exercised	64	-100%		68	-100%	39	-100%	
Valve Boxes Replaced						0	-100%	
Valves Boxes Repaired						0	-100%	
<b>LOCATES (No.)</b>								
Valves	53	35	51%	426	1,465	-71%	1,632	-74%
Water Mains	32	20	60%	280	765	-63%	911	-69%
Service Lines	55	80	-31%	502	512	-2%	200	150%
<b>FIRE HYDRANTS (No.)</b>								
Fire Hydrants Installed						0	-100%	
Fire Hydrants Repaired					4	-100%	10	-100%
Fire Hydrants Replaced					3	-100%	1	-100%
Fire Hydrants Inspected					2	-100%	5	-100%
Fire Hydrants Flushed					2	-100%	3	-100%
Fire Hydrants Painted								
<b>Pipe Fittings Installed</b>								
Cross (No)						0	-100%	
Tee (No)						0	-100%	
Bend (No)								
<b>MISCELLANEOUS - OTHER</b>								
Concrete Blocks Built (No.)								
Water Main Leak Detection (Feet)					30	-100%	14	-100%
<b>METER SECTION</b>								
<b>METERS (No.)</b>								
Meters Read	4,812	3,693	30%	44,347	39,732	12%	40,587	9%
Meter Turn-offs (for repair)	17	13	31%	108	73	48%	114	-5%
Meter Turn-offs (delinquent)	85	84	1%	704	510	38%	542	30%
Meter Turn-ons (all)	86	96	-10%	769	650	18%	650	18%

METER MAINTENANCE (No.)								
Meters Repaired - In House								
Meters Repaired - In Field							8	-100%
Meters Repaired - Manufacturer								
METER INVESTIGATIONS (No.)								
Zero Consumption	4			236	3	7767%	1	39233%
High Usage	10	23	-57%	138	267	-48%	296	-53%
Leaking in Meter Pit		2	-100%	17	2	750%	0	4150%
METER PIT MAINTENANCE (No.)								
Curb Stops Repaired							1	-100%
METER PIT INSTALLATION (No.)								
Meter Pits Installed							0	-100%
MISCELLANEOUS - OTHER (No.)								
Concrete Risers Manufactured								
Meter Pits Manufactured								
OPERATIONS SECTION								
WELL METERS (No.)								
Well Meters Read	12	24	-50%	126	207	-39%	152	-17%
Park Meters Read	43	29	48%	242	261	-7%	226	7%
WELL HOUSE MAINTENANCE (No.)								
Motors Checked	189	390	-52%	2,072	3,562	-42%	3,569	-42%
Well Building Security Checked	136	630	-78%	1,746	5,754	-70%	5,477	-68%
WELL MAINTENANCE (No.)								
Well GPM Check								
Well Check for Sand							2	-100%
Well Static Level							14	-100%
Well Draw Down							10	-100%
Well Air Check		90	-100%		819	-100%	415	-100%
GROUND STORAGE TANKS (No.)								
7.5 MG Tank Checked	23	60	-62%	250	548	-54%	470	-47%
7.5 MG Tank Level Checked	23	60	-62%	250	548	-54%	470	-47%
2.0 MG Tank Checked	23	60	-62%	251	548	-54%	470	-47%
2.0 MG Tank Level Checked	23	60	-62%	250	548	-54%	470	-47%
Security Checks	23	60	-62%	253	548	-54%	550	-54%
ELEVATED STORAGE TANKS (No.)								
0.25 MG North Checked	67	90	-26%	534	822	-35%	787	-32%
0.25 MG North Level Checked	67	90	-26%	536	822	-35%	787	-32%
0.25 MG South Checked	67	90	-26%	536	822	-35%	786	-32%
0.25 MG South Level Checked	67	90	-26%	536	822	-35%	787	-32%
Security Checks	67	180	-63%	530	1,644	-68%	1,509	-65%
WATER QUALITY TESTING (No.)								
Well Samples Taken				9			51	-82%
Distribution Samples Taken	1			15			109	-86%
Chlorine Samples Taken	21	150	-86%	344	1,370	-75%	688	-50%
Bacteriological Samples Taken	15			154			110	39%
Other - Samples taken				3			73	-96%
SCADA SYSTEM (No.)								
SCADA Alarms	62	81	-23%	754	627	20%	432	75%

SCADA Alarms Cleared	62	81	-23%	752	623	21%	430	75%
DISINFECTION (No.)								
Chlorine Bottles Picked Up		18	-100%		176	-100%	116	-100%
Chlorine Bottles Returned		18	-100%		190	-100%	118	-100%
POTABLE WELLS								
WELLS PUMPED								
Hours	3,367	3,506	-4%	25,257	27,923	-10%	29,463	-14%
Gallons	95,158	115,514	-18%	751,313	907,851	-17%	883,824	-15%
Call Customer By Phone								
UNCC LOCATES								
City Requests	2	3	-33%	34	75	-55%	43	-22%
Private Requests	76	54	41%	767	876	-12%	356	115%

DESCRIPTION	Sept 2013	Sept 2012	Sept Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>Monthly Water Demand Record</b>								
<b>Sterling WTP</b>								
Monthly Total Demand (MG)	94			730				
Average Daily Demand (MG)	3			24				
Maximum Daily Demand (MG)	5			30				
Minimum Daily Demand (MG)	1			17				
Monthly Total FW Production (MG)	93			731				
Average Daily FW Production (MG)	3			24				
Maximum Daily FW Production (MG)	5			33				
Minimum Daily FW Production (MG)	0			12				

DESCRIPTION	Sept 2013	Sept 2012	Sept Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>SANITARY SECTION</b>								
<b>Sewer Service Installed (No.)</b>								
Sewer Service Installed (No.) 4"							1	-100%
Sewer Service Installed (No.) 6" & larger								
Sewer Service Taps Installed (No.) all								
Sewer Service Inspected (No.)							1	-100%
Sewer Service Repaired (No.)							4	-100%
<b>Sewer Lines Installed (Ft.)</b>								
Sewer Lines Installed (Ft.) 6"								
Sewer Lines Installed (Ft.) 8"							521	-100%
Sewer Lines Installed (Ft.) 10"								
Sewer Lines Installed (Ft.) 12" & larger								
<b>Sewer Lines Replaced (Ft.) 4"</b>								
Sewer Lines Replaced -6" (Ft)							5	-100%
Sewer Lines Replaced -8" (Ft)								
Sewer Lines Replaced -10" (Ft)							3	-100%

Sewer Lines Replaced-12" & larger (Ft)								
Sanitary Sewer Relined-all sizes (Ft)								
<b>Sewer Lines Cleaned (Ft.) 4"</b>							20	-100%
Sewer Lines Cleaned (Ft.) 6"							949	-100%
Sewer Lines Cleaned (Ft.) 8"							11,313	-100%
Sewer Lines Cleaned (Ft.) 10"				3,200	-100%		6,440	-100%
Sewer Lines Cleaned (Ft.) 12" & larger				3,000	-100%		3,204	-100%
<b>Sewer Lines Repaired (Ft.)</b>								
Sewer Lines Repaired (Ft.) 6"								
Sewer Lines Repaired (Ft.) 8"							1	-100%
Sewer Lines Repaired (Ft.) 10"							361	-100%
Sewer Lines Repaired (Ft.) 12" & larger							0	-100%
Sanitary Tap Locates (No.)	53	57	-7%	559	122	358%	84	567%
Sanitary Line Locates (No.)	38	40	-5%	405	766	-47%	924	-56%
Sanitary Manhole Locates (No.)	53	49	8%	613	1,470	-58%	1,640	-63%
Sanitary Manholes Constructed (No.)							0	-100%
Sanitary Manholes Inspected (No.)							4	-100%
Sanitary Manholes Repaired (No.)							1	-100%
Sanitary Manholes Raised (No.)								
Sanitary Manholes Lowered (No.)								
Lift Stations Checked (No.)					6	-100%	39	-100%
Lift Stations Cleaned/Washed (No.)					14	-100%	47	-100%
Lift Stations Repaired (No.)							3	-100%
Lift Station Alarms (No.)					35	-100%	13	-100%
<b>MISCELLANEOUS-OTHER</b>								
Sewer Lines Televised (Ft.) all sizes					60	-100%	20	-100%
Sewer Service Lines Televised (No)					1	-100%	4	-100%
Sewer Service Taps Televised (No)					2	-100%	3	-100%
Sewer Service Lines Replaced (No)					1	-100%	0	-100%
Sewer Service Taps Replaced (No)					1	-100%	0	-100%
Manhole Risers Manufactured (No.)								
<b>STORM SECTION</b>								
<b>Storm Sewer Lines Installed (Ft.)</b>								
Sewer Lines Installed -8" (Ft)							36	-100%
Sewer Lines Installed -10" (Ft)								
Sewer Lines Installed -12" & larger (Ft)								
<b>Storm Sewer Lines Replaced (Ft.)</b>								
sewer lines replaced-8" (Ft)								
Sewer lines replaced-10" (Ft)							1	-100%
Sewer Lines Replaced-12" & larger (Ft)								
<b>Storm Sewer lines Cleaned (Ft.)</b>								
Sewer lines cleaned-8" (Ft)							529	-100%
Sewer lines cleaned-10" (Ft)							320	-100%
Sewer lines cleaned-12" & larger (Ft)							410	-100%
<b>Storm Sewer Lines Repaired (Ft.)</b>								
Sewer Lines Repaired-8" (Ft)							1	-100%
Sewer Lines Repaired-10" (Ft)								
Sewer Lines Repaired-12"&larger (Ft)							2	-100%

Storm Manholes Constructed (No.)							0	-100%
Storm Manholes Inspected (No.)								
Storm Manholes Repaired (No.)								
Storm Manholes Replaced (No.)							0	-100%
Catchbasins Constructed (No.)								
Catchbasins Inspected (No.)								
Catchbasins Repaired (No.)								
Catchbasins Replaced (No.)								
Catchbasins Cleaned (No.)							4	-100%
Storm Sewer Line Locates (No.)	5	63	-92%	142	807	-82%	1,244	-89%
Storm Sewer Manhole Locates (No.)	4	32	-88%	111	1,272	-91%	1,504	-93%
Call Customer by Phone							1	-100%

### **AIRPORT DIVISION**

The airport division witnessed 278 operations during the month of September. Throughout the month this division sold 4,012 gallons of fuel, which is a 31% decrease from September 2012. However the total year-to-date of 29,291 gallons of fuel, is also a 20% decrease compared to a year ago.

DESCRIPTION	Sept 2013	Sept 2012	Sept Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>OPERATIONS BY A/C TYPE</b>								
A/C Single Engine	148	153	-3%	1,032	1,552	-34%	1,355	-24%
A/C Multi Engine	34	43	-21%	120	146	-18%	140	-14%
Helicopter	32	30	7%	142	202	-30%	162	-12%
Turbojet	64	32	100%	339	398	-15%	414	-18%
Other Types				2	2		4	-44%
<b>TOTAL OPERATIONS</b>	278	258	8%	1,635	2,300	-29%	2,075	-21%
<b>AVIATION FUEL DISPENSATION</b>								
Avgas (Gals.)	1,478	2,866	-48%	10,547	14,408	-27%	12,108	-13%
Jet-A (Gals.)	2,534	2,969	-15%	18,743	22,257	-16%	18,570	1%
<b>TOTAL FUEL</b>	4,012	5,834	-31%	29,291	36,666	-20%	30,678	-5%

### **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 10 permits for residential additions/alterations with a construction value of \$142,113.00. There were 0 permits issued for new non-residential work with a construction value of \$0 in the month of September. Furthermore there were 3 permits for non-residential additions and/or alterations with a construction value of \$1,017. For summation of the month there was a total of 13 building permits issued with a fee structure of \$4,532; 0 demo permits with a fee structure of \$0; 4 fence permits with a fee structure of \$80; 3 mechanical permits with a fee structure of \$83; 0 sign permits with a fee structure of \$0; 5 excavation permits with a fee structure of \$150, 1 manufactured home hookup permit with a fee structure of \$75 and 7 miscellaneous permits and/or approvals issued with a fee structure of \$1,073.00. Throughout September, there were 33 permits and/or approvals





Nonresidential Add/Alterations 437								
Permits	3	5	-40%	23	33	-30%	37	-38%
Value	1,017	339,600	-100%	1,189,873	2,876,512	-59%	3,172,917	-62%
<b>DEMOLITIONS</b>								
Single-Family 645								
Two-Family 646								
Three & Four Family 647								
Five or More Family 648								
Others 649							0	-100%
<b>PERMITS AND FEES</b>								
<b>Building</b>								
Permits	13	23	-43%	141	207	-32%	161	-12%
Fees	4,532	17,661	-74%	101,188	174,813	-42%	131,967	-23%
<b>Demolitions</b>								
Permits		1	-100%	3	7	-57%	6	-50%
Fees		24	-100%	75	167	-55%	142	-47%
<b>Fence</b>								
Permits	4	5	-20%	47	72	-35%	60	-22%
Fees	80	100	-20%	960	1,440	-33%	1,200	-20%
<b>Mechanical</b>								
Permits	3	2	50%	36	38	-5%	37	-3%
Fees	83	48	73%	1,210	1,181	2%	1,301	-7%
<b>Sign</b>								
Permits				15	14	7%	21	-29%
Fees				360	520	-31%	632	-43%
<b>Excavation</b>								
Permits	5	8	-38%	87	62	40%	60	46%
Fees	150	50	200%	600	535	12%	521	15%
<b>Manufactured Home Hookups</b>								
Permits	1			2	4	-50%	5	-63%
Fees	75			150	300	-50%	401	-63%
<b>Miscellaneous</b>								
Permits	7	25	-72%	143	546	-74%	375	-62%
Fees	1,073	6,026	-82%	23,544	139,839	-83%	84,023	-72%
<b>TOTALS - PERMITS AND FEES</b>								
Permits	33	64	-48%	474	950	-50%	726	-35%
Fees	5,993	23,909	-75%	128,087	318,795	-60%	220,186	-42%
<b>Nuisance Violations</b>								
Vehicle Violations	2	38	-95%	153	173	-12%	191	-20%
Grass/weed Violations	74	37	100%	784	724	8%	674	16%
Miscellaneous Violations	8	20	-60%	504	358	41%	229	120%
Totals-Nuisance Violations	84	95	-12%	1,441	1,255	15%	1,094	32%

## PARKS, LIBRARY AND RECREATION DEPARTMENT

### SEPTEMBER 2013 MONTHLY REPORT

#### DEPARTMENT OVERVIEW

There were eight pavilion reservations made in September, for a year-to-date total of 188. There were two facility reservations prepared during the month.

No funds were paid out in the Tree Planting program, for a year-to-date total of \$18.50. No funds were paid out in the Tree Removal Program, for a year-to-date total of \$250.

The Department secretary attended PLR staff, secretary and newsletter meetings during the month. She also prepared and distributed PLR news releases to media. She covered the phone as needed and prepared the October Board agenda and mailings.

The Department Director attended Kiwanis meeting weekly during the month.

- 9-3-13 Director spent the most of the day at the Recreation Center taking care of a problem with a citizen.  
Director attended Council meeting.
- 9-9-13 Director started his new job officially  
Director held conference with two citizens about use of the park.  
Director confirmed new carpet order.  
Director met with PCF employees.  
Director met with Library Superintendent VanDusen
- 9-9 thru 11 Director moved to City Hall and worked from a table upstairs while the moving process took place.
- 9-10-13 Director and Department secretary attended the September PLR Board meeting. First item of business was welcoming Director Gandee. Other items addressed were: Division updates and the Parks and Recreation Master Plan.  
Director met with Library Superintendent VanDusen re: new blinds for his office.  
Director attended City Council.  
New carpet was installed in future home of PLR Director and Department secretary.
- 9-11-13 Building Maintenance personnel and seasonal workers from the PCF Divisions helped to move the PLR offices downstairs in City Hall.
- 9-13-13 Director oversaw sand bagging of the museum
- 9-16 thru 24 Director attended two Emergency Management Information meetings at 8:30 a.m. and 4:00 p.m. every day during this time.  
No flush order in place. Director oversaw the procurement of porta potties and the cleaning of them during this time.
- 9-21-13 Director had the first meeting with CIRSA before the museum cleaning started.

- 9-22-13 Cleanup begin at the museum
- 9-25-13 Director attended CIRSA training at the Service Center.  
9-25-13 Director oversaw the removal of porta potties
- 9-26-13 Director and Library Superintendent VanDusen participated in a conference call with GreenPlay re: Parks and Recreation Master Plan
- 9-30-13 Cleaning is finished at the museum

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

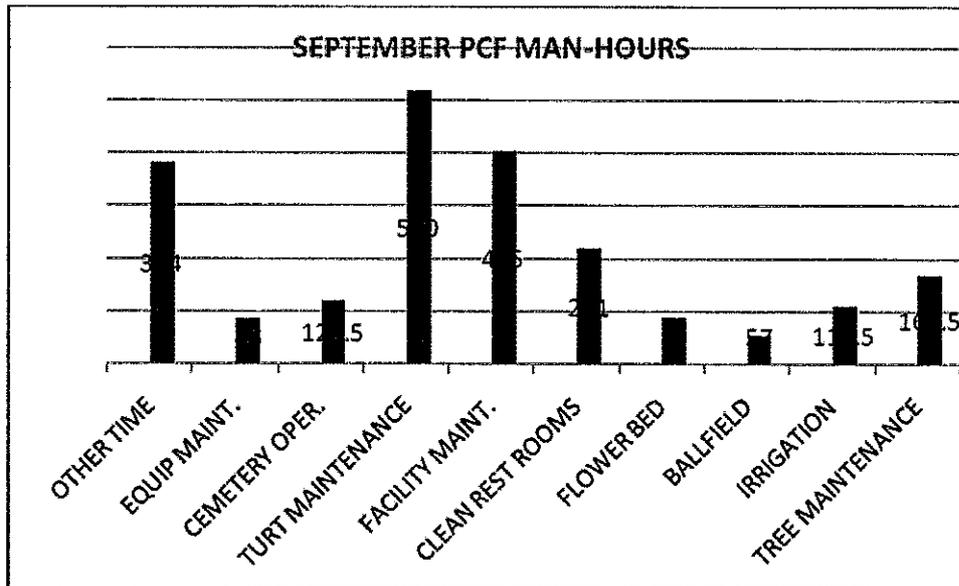
**Parks** – Routine maintenance continued as scheduled. The fall softball season is coming to a close with a game possibly being hosted here by Sterling High School. Fertilizing in all parks is finished.

**Cemetery** – During September there were eight grave openings and closings, two cremations and six full burials. Two grave spaces and four niches were sold this month. Along with the cemetery's routine maintenance forty-three graves were repaired.

**Forestry** – The foresters completed four Action Requests, trimming fifteen and removing six trees. There were a total of one hundred and two branches picked up from various storms and three hanging branches were removed from trees. There were no tree stumps removed in September.

Ongoing PCF projects:

- Perform all routine maintenance activities, action requests and stump grinding as necessary.
- Aerate the cemetery grounds before fall fertilizer application.
- Fertilizing the cemetery in Oct.
- Will begin winterizing parks irrigation systems.
- Will be getting the machines ready for snow.
- Closing down selected park restrooms for winter.



DESCRIPTION	Sept 2013	Sept 2012	Sept Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>PARKS</b>								
Man-hours of equip maint (all PCF)	88	62	42%	88	1,288	-93%	1,269	-93%
Facility reservations	15	20	-25%	191	199	-4%	235	-19%
Restroom cleanings/inspections	221	148	50%	1,502	1,369	10%	1,351	11%
Man-hours of ballfield preparation	57	108	-47%	1,167	1,304	-11%	1,449	-20%
<b>CEMETERY</b>								
Opening/Closing	8	8		90	76	18%	80	13%
Cremains - Opening/Closing	2	1	100%	45	34	32%	33	37%
Spaces sold	2	6	-67%	47	43	9%	41	14%
Monument permits							150	-100%
Graves repaired/raised	43	53	-19%	715	932	-23%	881	-19%
Niches Sold	4			28	19	47%	17	63%
<b>FORESTRY</b>								
Trees trimmed	15			195	473	-59%	526	-63%
Trees removed	6			91	122	-25%	148	-39%
Action Requests completed	4	3	33%	38	42	-10%	69	-45%
Trees planted				73	37	97%	72	1%
Stumps removed by contract				23	37	-38%	29	-21%

## LIBRARY

The patron count for Sterling Public Library from Sept. 1 through Sept. 30, 2013 was 3,575.

The library had 7 Community Servants for a total of 47 hours of community service. Eight volunteers worked 49 hours. One Colorado Workforce participant worked 33 hours. Total volunteer hours for the month of September were 129.

Sterling Public Library made 208 interlibrary loan requests of other libraries and received 136 items. Other libraries made 136 interlibrary loan requests and Sterling Public Library loaned 119 items. Lending libraries were unable to fill 37 requests and Sterling Public Library was unable to fill 17 requests. Total interlibrary loan requests were 344 and 255 items were circulated.

There was one child that came to the Saturday Kids movie on Sept. 14<sup>th</sup>.

Our Marvelous Monday program Celebrate Collect Rocks Day on Sept. 16<sup>th</sup> was cancelled due to the issues related to the flood.

The Literacy Coalition received a \$500.00 grant from Wells Fargo.

FEMA representatives began using the library on September 23<sup>rd</sup> as a meeting place to complete and send in reports. The library made a room available to the groups twice a day.

## PROJECT UPDATE:

Technology continues to be an important part of the library. One thousand four hundred twenty six patrons signed up and used the Internet and public access computers during September. During the week of the flood we limited use of computers for emergency purposes and did not allow games.

There were 80 children who called Dial-a-Story during September. Erica Kallsen, Pam Kentfield and Vickie Nills read stories during the month.

DESCRIPTION	Sept 2013	Sept 2012	Sept Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
Active Library Patrons								
Books Checked Out	6,985	7,489	-7%	77,150	83,008	-7%	77,757	-1%
Digital check out	577	621	-7%	6,293	5,241	20%	1,048	500%
In-house Circulation	315	459	-31%	3,910	4,565	-14%	9,516	-59%
Volunteer Hours	56	40	42%	431	428	1%	193	123%
Story Time Attendance	83	103	-19%	501	534	-6%	385	30%
Summer Reading Program				580	659	-12%	662	-12%
Reference Questions	534	530	1%	5,491	5,648	-3%	7,387	-26%
Books Placed on Hold	370	521	-29%	3,217	4,826	-33%	3,783	-15%

Inter-Library Loans								
Borrowed requests	208	199	5%	1,935	1,967	-2%	1,894	2%
Loaned requests	136	155	-12%	1,591	1,692	-6%	1,728	-8%
Total	344	354	-3%	3,526	3,659	-4%	3,620	-3%
Library Meeting Room Use	22	36	-39%	297	273	9%	131	126%
Patrons Using Facility	3,575	4,251	-16%	41,466	43,773	-5%	41,595	0%
Hours Tutoring	93			1,202	1,891	-36%	1,306	-8%
Internet use	1,426	2,005	-29%	18,256	19,515	-6%	16,620	10%

## **RECREATION DIVISION**

**FALL SOFTBALL:** The City fall slow pitch softball leagues ended October 1<sup>st</sup> due to make-up game postponements for the flood. Fall Softball started on August 12<sup>th</sup>. There were 13 teams participating, which is one more team than last year. The 10 games played in September accounted for 320 player and 300 spectator visits to the ball fields.

**FALL YOUTH VOLLEYBALL:** Practice began the week of August 26<sup>th</sup> and matches scheduled to begin Saturday, September 21<sup>st</sup> were postponed due to flooding in Sterling. There are 48 teams participating, which is the same number of teams as the last two years. The 48 games that were played in September accounted for 192 player and 1,320 spectator visits to the Sterling Middle School. Thirty-four of the 48 teams participating in the fall youth volleyball program are from out of town. Staff conducted a Youth Volleyball officials meeting on 10/26/13 from 5:30 -7:00 pm. to discuss new rules adapted this year for the program.

**FALL WOMEN'S VOLLEYBALL:** Fall Adult Volleyball was scheduled to start Sept. 16<sup>th</sup> and was postponed due to flooding in Sterling. There are 16 teams competing which is 2 more teams than last year. Again this year, no teams signed up for the "Co-Rec." division. A total of 16 games were played in September and accounted for 60 player and 100 spectator visits to N.J.C. and S.M.S. where the matches are played.

**PUNT, PASS & KICK COMPETITION:** There were 16 young football enthusiasts that participated in the NFL Punt, Pass and Kick competition held at Tiger Field, on Saturday, August 17, 2013. (I am including this information in the September report because we held the competition a month earlier this year and the information was not included in the August monthly report.) Local participants were judged on distance and accuracy in punting, passing and kicking. There are five age groups for boys and girls. The participants in each age group with the highest cumulative distance in the three events, are the winners. Nine youngsters qualified locally to compete at the sectional competition scheduled for Sunday, October 20, 2013, in Ft. Collins, at Spring Canyon Park.

**TEAM SIDELINE SOFTWARE:** In September, the Recreation Division started using the new Team Sideline scheduling and registration software to communicate with our Adult Softball teams and to register the Adult Volleyball teams. The communications systems worked well with coaches that signed up to get information and updates by text, but we still had to call all coaches individually to ensure that they received the game cancellations due to flooding in Sterling. Staff is encouraging coaches to get the updates by text.

The software enables teams or individual participants, to go the City website or go to our Team Sideline site, to sign-up for any of our youth or adult sports programs. It does many things

including making schedules according to field or gym availability and it can send out messages of inclement weather and game cancellations. We have just started to learn the extent of things this software can do to make our jobs more efficient.

**N.J.C SOFTBALL TOURNAMENT:** On Saturday, September 21<sup>st</sup> N.J.C. hosted a softball tournament at the City Softball Complex. There were 4 teams participating and 24 players involved. The tournament consisted of just 10 games total.

### **RECREATION CENTER**

**STERLING FLOODING:** The Sterling Recreation Center was closed for 9 days in September due to the flooding in Sterling. The Northeastern Colorado Health Department issued a "No Flush Order," and restaurants and businesses were not allowed to open. Because of this, the overall attendance in September is drastically decreased, and is actually not comparable to previous years.

**ANNUAL MAINTENANCE:** Annual Maintenance was completed at the Sterling Recreation Center from September 3 – 5, 2013. Private contractors, Recreation Center staff, and maintenance personnel were all involved in different aspects of the work. Restoration Concrete Inc. cleaned, refinished and re-sealed the indoor pool deck, and both the men's and women's showers and locker rooms. Recreation Center Staff painted the south lobby wall, touch-up painted the downstairs hallway, re-arranged the Rec. Division storage shed, cleaned the 4 racquetball court exhaust vents, cleaned the 4 racquetball air vents, moved and cleaned underneath the treadmills, removed the covers and cleaned inside the treadmills, cleaned underneath the elevator, clean the pool area air vent, placed the two castle parts outside the south pool doors and brought them back inside afterward and took care of many other Recreation Center items needing attention. Maintenance personnel fixed all toilet plumbing leaks, built new key holders for the locker keys, replaced all the stained ceiling tiles, and put plastic on the bottoms of the locker room benches

**RECREATION CENTER CARPETS CLEANED:** On September 29<sup>th</sup>, when the Recreation Center was closed due to the "no flush order," RS Carpet Cleaning cleaned the facility carpet. They also cleaned the upstairs fitness area, front lobby, outside the birthday party room, my office, and the upstairs offices.

**OUTDOOR POOL COVERED:** On Wed. September 4<sup>th</sup> the PCF Department personnel came to the Recreation Center and put the outdoor pool cover on the outdoor pool. Recreation Center staff raised the mounting bolts before the PCF personnel arrived.

**OVERALL ADMISSIONS:** Total admissions for September, 2013, were 1,075. Total admissions for September, 2012 were 1,925. Total admissions were down 850 patron visits from September, 2012. The decrease is due to the Recreation Center being closed 9 days due to the flooding in Sterling. Every category of admissions was down from September, 2012 due to the closure.

Paid admissions in September, 2013 do not include 430 students from RE-1 Schools that used the Sterling Recreation Center for free due to Intergovernmental Agreements. The RE-1 breakdown is as follows: 206 students from S.H.S. PE classes and 224 students from S.M.S. PE classes. There were an additional 80 students from Fleming and Peetz who used the Sterling Recreation Center for free in September due to Intergovernmental Agreements.

**CHILD ADMISSIONS:** There were a total of 57 Child Admissions to the Recreation Center in September, 2013. This is down 42 children from September, 2012 due to being closed 9 days due to the flooding in Sterling.

**YOUTH ADMISSIONS:** There were a total of 218 Youth Admissions to the Recreation Center in September, 2013. This is down 180 youth from September, 2012 due to being closed 9 days due to the flooding in Sterling.

**ADULT ADMISSIONS:** There were a total 390 Adult Admissions to the Recreation Center in September, 2013. This is down 361 adults from September, 2012 due to being closed 9 days due to the flooding in Sterling.

**SENIOR ADMISSIONS:** There were a total of 143 Senior Admissions to the Recreation Center in September, 2013. This is down 112 participants from September, 2012 due to being closed 9 days due to the flooding in Sterling.

**YEARLY ADMISSIONS:** There were 239 Yearly Pass Admissions to the Recreation Center in September, 2013. This is down 128 participants from September, 2012 due to being closed 9 days due to the flooding in Sterling. Again, the new fitness room is a big draw.

DESCRIPTION	Sept 2013	Sept 2012	Sept Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
<b>WINTER</b>								
Volleyball Teams				52			9	491%
Volleyball Participants				1,376			202	583%
Volleyball Spectators				860			475	81%
Adult Basketball Teams				48	52	-8%	42	15%
Adult Basketball Participants				1,920	1,212	58%	1,127	70%
Adult Basketball Spectators				1,920	2,020	-5%	1,648	17%
Youth Basketball Teams				138	176	-22%	177	-22%
Youth Basketball Participants				3,560	6,704	-47%	10,979	-68%
Youth Basketball Spectators				12,720	13,320	-5%	14,694	-13%
Adult Basketball Tourn. Teams							25	-100%
Adult Basketball Tourn. Participants							237	-100%
Adult Basketball Tourn. Spectators							328	-100%
Open Gym Participants				614				
Denver Nugget Basketball Skills Challenge							15	-100%
Santa at the Center Participants								
<b>Spring</b>								
Volleyball Teams					46	-100%	70	-100%

Volleyball Participants				1,472	-100%	2,225	-100%	
Volleyball Spectators				1,840	-100%	2,383	-100%	
<b>Summer</b>								
Adult Softball Teams			54	78	-31%	86	-38%	
Adult Softball Participants			3,958	4,380	-10%	4,677	-15%	
Adult Softball Spectators			2,910	3,670	-21%	6,474	-55%	
Wildcat Softball Teams			60	96	-38%	84	-29%	
Wildcat Softball Participants			1,441	2,900	-50%	3,482	-59%	
Wildcat Softball Spectators			5,640	6,860	-18%	8,640	-35%	
Pet Show Participants			23	10	130%	12	92%	
Rockies Baseball Skills Challenge			16	20	-20%	21	-24%	
July 4th Dance Attendance			500	200	150%	420	19%	
July 4th Fireworks Attendance			5,000			4,400	14%	
Tennis Lessons				18	-100%	6	-100%	
Tennis Leagues								
<b>Fall</b>								
Softball Teams	13	12	8%	26	24	8%	26	-2%
Softball Participants	320	234	37%	1,504	1,014	48%	1,225	23%
Softball Spectators	300	540	-44%	1,410	1,440	-2%	1,224	15%
Volleyball Teams	16	14	14%	60	14	329%	15	311%
Volleyball Participants	60	96	-38%	100	96	-38%	276	-78%
Volleyball Spectators	100	160	-38%	160	160	-38%	400	-75%
Punt, Pass & Kick Participants				22			12	90%
Open Gym Participants								
Youth Volleyball Teams	48	48		96	48	100%	54	77%
Youth Volleyball Participants	192	384	-50%	192	384	-50%	965	-80%
Youth Volleyball Spectators	1,320	2,880	-54%	1,320	2,880	-54%	2,352	-44%

### **OVERLAND TRAIL MUSEUM**

Visitor attendance at the Museum during the month of September was 463 visitors representing 22 states. Attendance was taken through September 14. During the week of September 22 – September 28 approximately 50+ people were here each day as a part of the flood clean-up effort. Attendance including the work crews for the month of September was approximately 900.

Family Fun Saturday took place on September 7. Activities for the day included gold panning and other summer games and took place on Bison Hill.

We had three facility rentals in September: two weddings, and a meeting of the Logan County Historical Society. One facility rental was canceled due to the flood.

During the early part of the month Kay and Perry continued to speak to schools about the upcoming exhibit Journey Stories.

Kay interviewed artist Bradford Rhea in his studios in Merino for the Logan County Journey Stories and oral history project.

Beginning on Friday, September 13 – Sunday, September 15 the staff at the Museum prepared for the flood. All exhibit items were taken out of lower cases in the main lobby. All books, records, files and equipment were removed from the basement staff office space. On Saturday night as reports began coming in that the flood waters may reach Sterling by Sunday, Kay met Bob Brown and Shawn Rewoldt at the museum to complete the flood preparation. Plastic wrapped timbers and sand bags were placed at all entrances to the museum. The coach house was sand bagged as well.

On Monday morning the flood waters reached the museum and employees were not able to get into any of the buildings until the following weekend. During the week of Sunday, September 22 – the following Saturday, clean-up crews from Interstate (brought in by CIRSA) were here daily. Water levels reached between 4 – 5 feet in many areas of the museum. Most heavily damaged and impacted were the coach house, the Hamil storage, the main building/staff offices, the Print Shop, the courtyard and the Anderson Barn.

The museum will remain closed to the public for approximately two months. A Museum Restoration fund has been set up. Many community members have made generous contributions. Two fund-raisers are upcoming: The Old Town Bistro and the Logan County Chamber of Commerce are sponsoring a Bronco Tailgate Party on Sunday, October 27 with all funds collected going to the museum. The committee who sponsors the annual tea at the Museum will be having a benefit Tea, "Sharing Our Blessings", during the week of November 11. The tea will benefit the restoration fund as well as celebrating the 77<sup>th</sup> anniversary of the dedication of the Overland Trail Museum.

### **Museum Projects**

Museum Flood Restoration.....	Ongoing
Relocating Dr. Office exhibit.....	In progress
Oral History project.....	In Progress/ongoing project
Collections storage cleaning.....	In progress
Accessioning artifacts.....	Ongoing project
Archiving obits & anniversaries.....	Ongoing project
Cleaning buildings & artifacts.....	Ongoing
Archive room.....	In progress
Tannery.....	In progress
Research Room.....	Plans progressing
Reorganization of photo archives.....	In progress
Concrete work (gutters & sidewalks).....	Sidewalk to Karg barn in progress

DESCRIPTION	Sept 2013	Sept 2012	Sept Change	YTD 2013	YTD 2012	YTD Change	5 yr YTD Avg	5 yr YTD Change
Numbers of Donors	2	5	-60%	24	25	-4%	33	-27%
Number of items donated	2	16	-88%	39	84	-54%	120	-67%
Number of School Visits				21	22	-5%	19	9%
Number of Students				1,213	865	40%	789	54%
Prairie School Students				59	30	97%	69	-14%
Prairie School Teachers				10	4	150%	10	4%
Number of Special Events	1	1		12	10	20%	12	-2%
Total Attendance of Special Events	15	80	-81%	4,252	3,532	20%	3,363	26%
Number of facility rentals	3	4	-25%	30	12	150%	5	477%
Number of Tour Buses				4	3	33%	2	122%
Tour Bus Visitors				87	75	16%	45	95%
States represented	22	22		189	171	11%	200	-6%
Foreign Countries Represented		2	-100%	18	18		24	-26%
Total of All Visitors	463	580	-20%	10,810	9,578	13%	8,768	23%
Volunteer Hours	8	60	-87%	394	228	73%	266	48%
Square Foot, Bldg. Maintained	29,766	29,766		267,894	267,894		297,660	-10%