



**TOWN OF WIGGINS  
BOARD MEETING AGENDA**

**FEBRUARY 26, 2025 at 7:00 P.M.**

**304 CENTRAL AVENUE  
WIGGINS, CO 80654**

**THE PUBLIC IS INVITED & ENCOURAGED TO ATTEND THE MEETING VIA ZOOM OR WATCH ON  
YOUTUBE IF THEY ARE UNABLE TO ATTEND MEETING IN PERSON**

**GO TO <https://us06web.zoom.us/j/85304053718> FOR THE MEETING LINK**

**I. INTRODUCTIONS**

1. Call the Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda

**II. APPROVAL OF CONSENT AGENDA**

1. Approval of Minutes from the Board Meeting held on January 22, 2025
2. Approval of Minutes from the Special Meeting held on February 18, 2025

**III. REPORTS**

1. Discussion with Laura Benton on Water Updates
2. Town Staff Report
3. Board of Trustees
4. Approval of Bills February 2025
5. Financials-Budget to Actual

**IV. PUBLIC COMMENTS**

The Board of Trustees welcomes you and thanks you for your time. If you wish to address the Board of Trustees about a specific concern or to comment on an item, this is the only time set on the agenda for you to do so. We ask that you be respectful and courteous when addressing the board. When you are recognized, please step to the microphone, state your name and address. Your comments will be limited to three (3) minutes. The Board may not respond to your comments this evening, rather they may take your comments and suggestions under advisement and provide direction to the appropriate member of Town Staff for follow-up.

**V. CONSIDERATION OF RESOLUTION NO. 04-2025**

A Resolution Approving a New Comprehensive Plan for the Town of Wiggins

1. Resolution No. 05-2025

**VI. CONSIDERATION OF RESOLUTION NO. 05-2025**

A Resolution Authorizing the Town Manager to File a Subdivision Exemption Application with the County

1. Resolution No. 05-2025

**VII. FIRST READING OF ORDINANCE ADOPTING THE MODEL TRAFFIC CODE – CONSIDERATION OF ORDINANCE 02-2025**

1. Ordinance No. 02-2025 - An Ordinance Adopting by Reference the 2024 Edition of the Model Traffic Code for Colorado for the Regulation of Traffic in the Town of Wiggins, Colorado – Adoption on First Reading and Schedule Public Hearing for March 12, 2025

**VIII. APPROVAL OF MUNICIPAL COURT FINE SCHEDULE AND REDUCTION IN SURCHARGE – CONSIDERATION OF ORDINANCE 03-2025**

1. Ordinance No. 03-2025 - An Ordinance Approving a Municipal Court Fine and Fee Schedule for Ordinance Violations and Amending Section 32.07 of the Wiggins Municipal Code to Reduce the Surcharge on Municipal Ordinance Violations
2. Fine Schedule

**IX. CONSIDERATION OF ORDINANCE NO. 01-2025**

An Ordinance Approving a Lease Agreement for a Portion of the Knievel Property

1. Ordinance No. 01-2025

**X. ADJOURNMENT**

1. Closing Remarks by Mayor and Adjournment of Meeting



**MINUTES OF MEETING**  
**TOWN OF WIGGINS**  
**BOARD OF TRUSTEES MEETING**

January 22, 2025 at 7:00 P.M.

**CALL TO ORDER & ROLL CALL**

A meeting of the Town Board of Trustees for the Town of Wiggins, Colorado was held on Wednesday, January 22, 2025. Mayor Chris Franzen called the meeting to order at 7:00 p.m. The following answered roll call: Mayor Pro-Tem Steven Perrott, and Trustees: Bruce Miller, Berry Tomlinson, Steven Klecka, Michael Seiber, and Robert McKeighan. Staff present were Craig Miller, Town Manager; Nichole Seiber, Town Clerk/Treasurer, Diana Evans, Planning & Zoning Administrator; Beau Warden, Public Works Supervisor and Police Chief Jim Parks.

**APPROVAL OF THE AGENDA**

A motion was made by Trustee Miller to approve the agenda. The motion was seconded by Mayor Pro-Tem Perrott. Roll Call: The agenda was unanimously approved.

**CONSENT AGENDA**

A motion was made by Trustee Klecka to approve the Consent Agenda. Motion was seconded by Mayor Pro-Tem Perrott. Roll Call: The Consent Agenda was unanimously approved.

**TOWN STAFF REPORTS**

**Town Manager:**

-Due to last minute legal requirements the Town Comprehensive Plan will be heard February 11<sup>th</sup> at the Planning & Zoning Commissioner meeting then on February 26<sup>th</sup> it will be presented to the BOT meeting.

- Town Manager attended the Morgan County Economic Development meeting this month. Hopeful development projections were addressed.

-USDA process for security inspection should be done every 3 years. The last one completed was in 2019. Reviews should be done every 6yrs, that one is overdue also. Water system grants require compliance, which we are working toward now.

-Updating Town Hall with paint, wi-fi system, working towards catching up to the 21<sup>st</sup> century.

-Public Works:

- Non-pot line/9400ft pipe in ground, currently waiting on Archdiocese real estate office counteroffer to complete process. PW Dept may wait till ground softens up to finish.
- The PW Dept is ready to do the old well tie-in.
- Meter pit for all schools non pot use.
- Knieval Farm: septic and leech field have been replaced. Lift station and piping are all new also.
- Johnson Street lift station grinder installed about a month ago and is working.
- Collecting information about money spent in 2024 to make sure ARPA money received back from projects at sewer plant and lift station then we will see revenue coming back.
- Miller and Associates received 3years of water usage reports/options for evaporative or deep injection wells or reducing percentage of RO discharge.
- Vehicles have been updated, improvements to sell them at auction.
- Reminder per town ordinance PW will clear snow if four inches or more; otherwise sanding in specific areas only.
- PO commitment in 2025 to use all ARPA funds.
- Park sidewalks: School uses their heated cab tractor to clear those walks when they clear school property. In exchange, PW will clear school parking lots and sand if requested.

BOT:

Mayor:

- Emergency water line tie in status? Vault installation still needs to be done; three bids in process. Line and valve to quality water already on QW easement, used to be fire hydrant. Town of Wiggins needs to decide where to install vault. Trustee Miller questioned whether wet tap possible? Beau: that is the plan on our ten inch side.
- Status of Harrison and Town progress on vault? Beau stated we have to wait on Quality Water. Earliest we could do vault would be March. If Harrison needs to move faster he can do a separate tie-in.
- Vault will be cheapest option and will probably cast in place.
- Wiggins Pest Control: Wiggins residents pay taxes for Wiggins Pest Control but Town of Wiggins is not receiving the funds collected. Wiggins Pest Control is their own board. Trusee Klecka will find out how to reach that board.
- Christmas light contest – what is the status of winners? Town Manager stated an email went to winners, advised to pick up checks. Did not think the other contestants were notified.

## **APPROVAL OF BILLS JANUARY 2025**

Motion to approve bills was made by Mayor Pro-Tem Perrott and seconded by Trustee Miller to.  
Roll Call: Unanimous approval.

## **FINANCIALS ACTUAL TO BUDGET**

-Trustee Miller: bills overlapping from last year? Town Manager explained there is a 13<sup>th</sup> pay period for those and confirmed there will be overlapping bills next year also.

Motion by Mayor Pro-Tem Perrott to approve. Motion was seconded by Trustee McKeighan.  
Roll Call: Unanimously approved.

## **PUBLIC COMMENTS**

The Public Comments portion of the meeting was opened at 7:28 P.M.

-Milton Beydler stated he will wait till variance information to present if needed.

-Ashley Sidell with Tiger Parent Organization presented information about a car show at end of May. TPO is requesting TOW to approve closure of Main Street between Third and Fifth Avenues for a few hours only. They would like no parking signs posted the day prior. Parking will be in the school lots to keep cars away from residences. Mayor suggested seeking sponsorship of waste containers and porta pottys.

-Board Vote: Motion by Trustee Klecka to approve blocking off Main Street between Third and Fifth Avenue from 8-3 P.M. Motion was seconded by Mayor Pro-Tem Perrott. Roll Call: Unanimously approved.

-The Public Comments portion of the meeting was closed at 7:41 P.M.

## **PUBLIC HEARING – BOARD OF ADJUSTMENT**

-The Planning & Zoning Administrator presented staff summary report on variance requested at 318 Karen Street for minimum setback reduction. Applicant Beydler stated there are no curbs or gutters on Karen Street but had nothing else to add.

-No public comments.

-Board deliberation : Trustee McKeighan wanted to verify the structure will be fastened to concrete.

-Motion to approve BOA Resolution 01-2025 by Mayor Pro-Tem Perrott. Motion was seconded by Trustee Seiber. Roll Call: Unanimously approved.

**CONSIDERATION OF RESOLUTION NO 01-2025:**

A Resolution Designating the Place for Posting of Notices of Public Meetings and Establishing the Calendar for Work Sessions and Regular monthly Board Meeting of the Town of Wiggins Board of Trustees for the Year 2025.

-Motion to approve by by Trustee Miller and seconded by Mayor Pro-Tem Perrott.

Roll call: unanimously approved.

**CONSIDERATION OF RESOLUTION NO. 02-2025**

A Resolution Authorizing Changes to the Authorized Signers for the Town's Accounts.

-Motion to approve by Trustee Miller and seconded by McKeighan.

-Roll Call: Unanimously approved.

**A CONSIDERATION OF RESOLUTION NO. 03-2025**

A Resolution Approving and Authorizing the Mayor and the Town Manager to Sign the Engagement Letter for the 2024 Year End Audit of the Town of Wiggins.

-Motion to approve by Mayor Pro-Tem Perrott and seconded by Trustee Miller.

-Roll call: Unanimously approved.

**A CONSIDERATION OF ORDINANCE NO. 01-2025**

An Ordinance Approving a Lease Agreement for a Portion of the Knievel Property

Motion to approve by Trustee Miller. Seconded by Mayor Pro-Tem Perrott.

Roll Call: Unanimously approved.

**ADJOURNMENT**

Closing Remarks by Mayor and Adjournment of Meeting

-Glassy meeting rescheduled

-Castle Rock lease agreement

-New Municipal Court Judge starts in March.

-Town Clerk: Invoice Cloud/Xpress Bill Pay changeover: Citizens have been receptive to the change. Also building forms to make other payments available online.

Meeting adjourned at 8:04 P.M.



**MINUTES OF MEETING**  
**TOWN OF WIGGINS**  
**BOARD OF TRUSTEES SPECIAL MEETING**

February 18, 2025 at 7:00 P.M.

**CALL TO ORDER & ROLL CALL**

A meeting of the Town Board of Trustees for the Town of Wiggins, Colorado was held on Tuesday, February 18, 2025. Mayor Chris Franzen called the meeting to order at 7:00 p.m. The following answered roll call: Mayor Pro-Tem Steven Perrott, and Trustees: Bruce Miller, Berry Tomlinson, Michael Seiber, and Robert McKeighan. Trustee Steven Klecka was absent. Staff present were Craig Miller, Town Manager; Nichole Seiber, Town Clerk/Treasurer, Diana Evans, Planning & Zoning Administrator; Beau Warden, Public Works Supervisor and Melinda Culley, Town Attorney.

**DISCUSSION ON THE NORTH RIDGE SUBDIVISION**

The Town Manager stated at the Wednesday, March 14<sup>th</sup>, 2024 Board of Trustees Meeting, there was discussion on the North Ridge Subdivision. The discussion included 1 1/4" lines that would be serviced by 5/8" lines with individual 24 individual meters. Since that meeting, Mr. Harrison has approached Town Staff several times with his belief there would be a 1" line and would have 1 tap per building (6 taps total). There was also a request made of Mr. Harrison to provide usage records for similar buildings in Fort Morgan. No records have been provided to date. Town Staff wishes to proceed with the Board's direction based on discussions that night.

Trustee Miller reiterated what was stated in the meeting that night. The recording of that night has been reviewed by Town Staff.

The Mayor stated the Board made it very clear that night what the Board's position was. He also stated the buildings that are currently situated in the subdivision have 1" lines. A water line is already installed and tied the tap off. The line is also buried. The Mayor reiterated, as was stated at the March 14<sup>th</sup> meeting, the Board is treating the units as single family units for tap purposes. Mr. Harrison was also supposed to buy an additional tap for landscaping.

There was discussion on comparing the lines to the farm property and Parkview commons. Piping has been prefabricated on the buildings Mr. Harrison has.

The Planning and Zoning Administrator spoke about the Town having a final plat that was signed February 28, 2024 and that had also been filed with the Clerk's Office. Also, the subdivision agreement states that all infrastructure would be completed before building permits are to be issued.

Trustee Miller asked the Town Attorney what our legal options are. The Town Attorney stated that without a signed site plan there is not much of an argument.

There was discussion on waterflow through different pipe sizes.

The Town Attorney reiterated that he can not get a building permit until the tap fees are paid.

Motion requiring Harrison Homes to have 25 water taps and 24 sewer taps for the North Ridge subdivision as discussed by the previous Board was made by Mayor Pro-Tem Perrott and seconded by Trustee Miller to. Roll Call: Unanimous approval.

### **ADJOURNMENT**

Closing Remarks by Mayor and Adjournment of Meeting

Meeting adjourned at 7:28 P.M.





## **TOWN STAFF'S REPORT**

**Board of Trustees Meeting  
February 26, 2025**

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- Town Manager Updates
- Admin Updates
- Public Works Updates
- Planning and Zoning Updates
- Parks and Rec Updates
- Police Department Updates

INCIDENT ANALYSIS - DAY

Date 02/06/2025

Time 10:30:22AM

Report CFS03

Agency Wiggins Police Dept.

Dates 01/01/2025 Thru 01/31/2025

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Agency: WPD Wiggins Police Dept.								
00400 Assault	0	1	0	0	0	0	0	1
00600 Theft	1	0	0	0	0	0	0	1
01100 Fraud	1	0	0	0	0	0	0	1
01400 Vandalism/crim Mischf	0	0	0	0	1	0	1	2
02000 Off Agnst Fam & Chld	0	0	0	1	0	0	0	1
02430 Loud Noise	2	0	2	1	1	0	0	6
02660 Harass/threat	0	0	0	1	0	0	0	1
02670 Local Ordinance Violation	0	1	0	0	0	0	0	1
02671 Dog At Large	1	0	0	0	1	1	1	4
02672 Fireworks	0	0	0	1	0	0	0	1
02677 Snow On Sidewalk	0	0	0	7	13	5	0	25
02700 Susp Pers/veh/inc	0	0	0	2	0	2	1	5
03010 Assist Other Agency	1	0	0	0	0	1	1	3
03030 Building Check	0	0	1	0	0	0	0	1
03050 Escort	0	1	0	0	0	0	0	1
03080 Medical Assist	0	1	0	1	0	0	0	2
03090 Open Door/window	0	0	0	0	0	0	1	1
03100 Welfare Check	1	1	1	0	1	2	0	6
03120 Extra Patrol	2	1	3	1	0	2	1	10
03540 Traffic Accident	1	0	0	0	0	0	0	1
03590 Traffic Ctrl	0	0	0	0	0	1	0	1
03610 Parking Complaint	0	0	1	0	0	2	0	3
03620 Traffic Hazard	0	0	0	0	0	1	0	1
03670 Animal Bite	1	0	0	1	0	0	0	2
03680 Warrant Attempt/arrest	0	0	0	1	0	0	0	1
03750 Meet Party	0	0	2	3	1	0	0	6
03760 Information	1	1	0	1	2	1	0	6
03770 Return Phone Call	0	0	0	2	3	1	0	6
05007 Restraining Order Violati	0	0	0	0	0	1	0	1
07510 Abandoned Vehicle	0	0	13	1	0	6	6	26
07520 Motorist Assist	0	0	0	2	0	2	0	4
07530 Traffic Contact	0	0	4	6	5	5	6	26
07531 Pedestrian Contact	0	0	0	0	0	1	0	1
07580 Vehicle Inspection	0	0	1	1	1	1	0	4
09000 Fire Investigation LE	0	1	0	1	0	1	0	3
09001 911-Welfare Check	1	1	1	1	0	3	0	7
09006 Registered Sex Offender	0	1	0	0	0	0	0	1
09007 Animal Welfare Check	0	1	0	0	0	0	0	1
09900 Follow Up/Investigation	0	1	2	2	4	7	2	18
35HR Traffic Accident-H & R	0	0	1	0	0	0	0	1
REPO Repossession	0	0	0	0	1	1	0	2
S2T Safe2Tell	0	0	1	0	0	0	0	1
SEO Select Enforce Off Init	0	0	6	4	1	0	0	11
<b>Wiggins Police Dept. Agency Total</b>	<b>13</b>	<b>12</b>	<b>39</b>	<b>41</b>	<b>35</b>	<b>47</b>	<b>20</b>	<b>207</b>
<b>Total</b>	<b>13</b>	<b>12</b>	<b>39</b>	<b>41</b>	<b>35</b>	<b>47</b>	<b>20</b>	<b>207</b>

## TOWN OF WIGGINS - BILLS PAID

FEBRUARY 2025

Vendor Name	Description	Amount Paid
BARRETT, JEREMY	RESTITUTION 68336	\$954.22
BLOEDORN LUMBER	Small Sander Truck/Lumber	\$622.44
BROWN, ROGER	MILEAGE REIMBURSEMENT	\$233.00
CORE & MAIN	NON POT LINE PROJECT	\$22,809.82
DEROCHE CONTRACTORS	NON POT PROJ	\$946.38
EMPLOYERS COUNCIL	MEMBERSHIP DUES	\$3,995.00
GERTGE TECHNOLOGY, LLC	Phone/Tech Support	\$3,810.56
GRAINGER	Shop Unit	\$216.39
GREAT COPIER SERVICE	Copier Lease	\$74.72
HARBOR FREIGHT TOOLS	Sump pumps/hoses	\$674.94
HAYES POZNANOVIC KORVER, LLC	Attorney's fees	\$3,175.00
HE LLC	YARD FENCE	\$2,128.00
JESS BACKHOE SERVICE LLC	NON POT WATER PROJ	\$1,031.00
JONES IRRIGATION SERVICE	NON POT LINE PROJECT	\$108,596.28
KAMMERER, WILLIAM M.	Water Shares Lease/Purch Paymt	\$3,510.42
KELLY, PC	Legal Fees	\$7,605.00
LARA'S TACO STOP	CHRISTMAS LIGHT CONTEST WINNER	\$200.00
LAW OFFICE OF AMY C. PENFOLD LLC	PROSECUTING ATTORNEY FEES	\$210.00
LEAF	Copier Lease Split	\$159.00
LRE WATER	WATER RESOURCE ENGINEERS	\$2,300.00
MORGAN COUNTY REA	Street Lights	\$11,380.93
MORGAN COUNTY SIGNS LLC	VINYL GRAPHICS	\$1,980.00
MORGAN COUNTY TREASURER	2024 TAXES	\$30.00
MRNG AUTO REPAIR LLC	2012 F150	\$669.38
MRNG AUTO REPAIR LLC	2012 F150	\$131.25
NEWCO INC	PACHEK FIELD/NON POT	\$6,060.76
PRAIRIE MOUNTAIN MEDIA	PUBLICATIONS	\$4.92
PROFESSIONAL MANAGEMENT SOLUTIONS	General	\$5,485.00
REXEL	REPLACE DEFECTIVE VFD AT RO	\$7,173.54
RH WATER & WASTEWATER, INC.	Water Contract Operator	\$400.00
RH WATER & WASTEWATER, INC.	Sewer Contract Operator	\$400.00
RUDY'S G.T.O.	Tires	\$520.02
SHARP, TAMMY	RESTITUTION VICIOUS DOG	\$266.07
SINGLEPOINT LLC	Copier Lease	\$203.19
STUB'S GAS & OIL, INC.	PW/PD Fuel	\$3,514.93
UNCC	RTL TRANSMISSIONS	\$16.77
VIAERO WIRELESS	Cell Phones	\$520.06
WELDON VALLEY DITCH COMPANY	Assessments	\$4,238.00
WELLER FABRICATION & MACHINE	Oxygen & Acetylene	\$185.00
WIGGINS FARM AND AUTO SUPPLY	Vehicle Maintenance	\$1,582.87
WIGGINS HIGH SCHOOL	Donations	\$500.00
WOLF WASTE, LLC	WASTE REMOVAL	\$378.00
Approved by: 	Date: <u>02/21/2025</u>	TOTAL: \$208,943.79

TOWN OF WIGGINS  
 COMBINED CASH INVESTMENT  
 FEBRUARY 28, 2025

COMBINED CASH ACCOUNTS

01-10210	HIGH PLAINS-MAIN CHECKING	34,522.95
01-10211	XPRESS DEPOSIT ACCOUNT	15,942.10
01-10220	HIGH PLAINS-SWEEP ACCOUNT	3,577,415.14
01-10700	RETURNED CHECK CLEARING ACCT	16,781.83
01-10750	UTILITY CASH CLEARING ACCOUNT	( 183,058.50)
	TOTAL COMBINED CASH	3,461,603.52
01-10100	CASH ALLOCATED TO OTHER FUNDS	( 3,764,209.53)
	TOTAL UNALLOCATED CASH	( 302,606.01)

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,755,637.15
20	ALLOCATION TO WATER ENTERPRISE	506,854.27
30	ALLOCATION TO SEWER ENTERPRISE	1,266,995.82
40	ALLOCATION TO SALES TAX CAPITAL IMPROVEMENT	( 84,291.84)
45	ALLOCATION TO SALES TAX STREETS	297,676.15
50	ALLOCATION TO CONSERVATION TRUST	21,337.98
	TOTAL ALLOCATIONS TO OTHER FUNDS	3,764,209.53
	ALLOCATION FROM COMBINED CASH FUND - 01-10100	( 3,764,209.53)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF WIGGINS  
BALANCE SHEET  
FEBRUARY 28, 2025

GENERAL FUND

ASSETS

10-10100	CASH IN COMBINED CASH FUND	1,755,637.15	
10-10110	PETTY CASH (T. MANAGER)	44.30	
10-10120	PETTY CASH (T. CLERK)	805.39	
10-10240	CASH IN BANK COMM HALL FUND SA	18,955.00	
10-10250	COLOTRUST FUND	121.71	
10-10260	CASH IN USE TAX FUND	267,277.31	
10-10310	CASH W/ COUNTY TREASURER	4,188.65	
10-10500	PROPERTY TAXES RECEIVABLE	681,487.00	
10-11500	ACCOUNTS RECEIVABLE	74,105.79	
10-11510	EMPLOYEE ADVANCES RECEIVABLE	617.79	
	TOTAL ASSETS		2,803,240.09

LIABILITIES AND EQUITY

LIABILITIES

10-20200	ACCOUNTS PAYABLE	( 19,414.62)	
10-22210	DEFERRED PROPERTY TAX	681,487.00	
10-22410	UNEARNED REVENUE	135,516.52	
10-22700	WAGES PAYABLE	674.00	
10-22710	FED/ FICA TAXES PAYABLE	1,030.10	
10-22720	STATE W/H TAXES PAYABLE	21,072.42	
10-22740	POLICE PENSION PAYABLE	( 2,682.10)	
10-22760	DEFERRED COMP CONTRIB PAYABLE	( 3,257.89)	
10-22770	UNEMPLOYMENT PAYABLE	379.87	
10-22820	HEALTH INSURANCE PAYABLE	( 36,223.97)	
10-22825	AFLAC PAYABLE	209.00	
10-22830	LIFE INSURANCE PAYABLE	50.40	
10-22840	VISION INSURANCE PAYABLE	126.27	
10-22905	DEVELOPER PERFORMANCE DEPOSIT	2,000.00	
10-25320	FUND BALANCE	1,976,492.52	
	TOTAL LIABILITIES		2,757,459.52

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	( 65,978.42)		
BALANCE - CURRENT DATE	( 65,978.42)		
TOTAL FUND EQUITY		( 65,978.42)	
TOTAL LIABILITIES AND EQUITY			2,691,481.10

TOWN OF WIGGINS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
10-31100	.00	.00	681,487.00	681,487.00	.0
10-31200	.00	.00	30,000.00	30,000.00	.0
10-31300	29,010.24	53,509.87	310,000.00	256,490.13	17.3
10-31301	.00	85.50	10,000.00	9,914.50	.9
10-31420	103.19	293.90	1,000.00	706.10	29.4
10-31810	.00	.00	65,000.00	65,000.00	.0
10-31820	.00	.00	9,000.00	9,000.00	.0
10-31821	.00	1,972.90	15,000.00	13,027.10	13.2
10-31823	.00	788.00	3,000.00	2,212.00	26.3
10-32110	.00	.00	175.00	175.00	.0
10-32210	.00	104.00	25,000.00	24,896.00	.4
10-33412	.00	.00	55,197.00	55,197.00	.0
10-33530	6,167.62	12,616.98	60,869.00	48,252.02	20.7
10-33550	.00	.00	6,000.00	6,000.00	.0
10-33800	.00	.00	45,000.00	45,000.00	.0
10-34210	.00	25.00	.00	( 25.00)	.0
10-34215	30.00	120.00	200.00	80.00	60.0
10-34220	.00	145.10	5,000.00	4,854.90	2.9
10-34221	.00	.00	5,000.00	5,000.00	.0
10-34283	.00	.00	2,000.00	2,000.00	.0
10-34284	.00	.00	10,000.00	10,000.00	.0
10-34286	.00	.00	1,000.00	1,000.00	.0
10-34287	.00	.00	6,500.00	6,500.00	.0
10-35110	200.00	325.00	37,250.00	36,925.00	.9
10-36000	25.00	655.00	.00	( 655.00)	.0
10-36010	35.00	55.00	300.00	245.00	18.3
10-36011	20.00	195.00	200.00	5.00	97.5
10-36012	75.00	250.00	1,250.00	1,000.00	20.0
10-36013	.00	.00	200.00	200.00	.0
10-36100	.00	.00	35,000.00	35,000.00	.0
10-36310	550.93	4,560.93	6,000.00	1,439.07	76.0
10-36500	.00	275.00	.00	( 275.00)	.0
10-36501	275.00	1,100.00	.00	( 1,100.00)	.0
10-36512	.00	200.00	.00	( 200.00)	.0
TOTAL FUND REVENUE	36,491.98	77,277.18	1,426,628.00	1,349,350.82	5.4

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENTAL</u>					
10-410-13 FINANCIAL AUDIT	.00	.00	6,531.00	6,531.00	.0
10-410-22 EMPLOYEE EVAL/TESTING	.00	.00	500.00	500.00	.0
10-410-32 PROFESSIONAL SERVICES	1,810.05	5,805.05	52,000.00	46,194.95	11.2
10-410-34 CODIFICATION	.00	.00	8,000.00	8,000.00	.0
10-410-35 COPIER LEASE	.00	196.61	2,950.00	2,753.39	6.7
10-410-40 EMPLOYEE TRAINING	.00	.00	5,000.00	5,000.00	.0
10-410-41 TELEPHONE & INTERNET	698.07	698.07	3,300.00	2,601.93	21.2
10-410-42 UTILITIES--ELECTRIC	122.52	122.52	1,000.00	877.48	12.3
10-410-43 OFFICE BLDG REPAIRS & MAINT	.00	.00	5,000.00	5,000.00	.0
10-410-44 POSTAGE METER LEASE	.00	.00	1,600.00	1,600.00	.0
10-410-45 UTILITIES-GAS	.00	.00	4,025.00	4,025.00	.0
10-410-46 CELL PHONE	.00	111.00	1,400.00	1,289.00	7.9
10-410-48 TRASH	.00	.00	300.00	300.00	.0
10-410-52 INSURANCE & BONDS	.00	.00	48,000.00	48,000.00	.0
10-410-54 ADVERTISING	.00	.00	600.00	600.00	.0
10-410-55 POSTAGE & SHIPPING	.00	.00	800.00	800.00	.0
10-410-58 TRAVEL & MEETINGS	.00	233.00	11,200.00	10,967.00	2.1
10-410-61 OPERATING SUPPLIES	.00	1,573.55	11,500.00	9,926.45	13.7
10-410-68 COPIER EXPENSE	.00	.00	1,500.00	1,500.00	.0
10-410-70 IT SUPPORT	.00	1,483.67	35,000.00	33,516.33	4.2
10-410-71 COMPUTER SOFTWARE	.00	.00	3,000.00	3,000.00	.0
10-410-87 EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
10-410-90 DUES & SUBSCRIPTIONS	.00	.00	2,000.00	2,000.00	.0
10-410-91 NEWSLETTERS & PUBLICATIONS	.00	28.52	600.00	571.48	4.8
<b>TOTAL GENERAL GOVERNMENTAL</b>	<b>2,630.64</b>	<b>10,251.99</b>	<b>207,806.00</b>	<b>197,554.01</b>	<b>4.9</b>
<u>ADMINISTRATION DEPARTMENT</u>					
10-411-15 ADMINISTRATION DEPT EMPLOYEES	8,777.50	17,345.29	129,321.00	111,975.71	13.4
10-411-20 EMPLOYEE BENEFITS	571.20	1,142.40	18,828.00	17,685.60	6.1
10-411-22 FICA & MEDICARE	869.35	1,356.28	9,893.00	8,536.72	13.7
10-411-23 457 RETIREMENT	180.24	354.20	5,365.00	5,010.80	6.6
10-411-25 UNEMPLOYMENT INS	17.88	35.44	100.00	64.56	35.4
10-411-26 WORKERS' COMPENSATION	.00	.00	4,250.00	4,250.00	.0
10-411-27 EMPLOYEE APPRECIATION	.00	.00	1,200.00	1,200.00	.0
10-411-28 TA VEHICLE STIPEND	.00	.00	2,000.00	2,000.00	.0
<b>TOTAL ADMINISTRATION DEPARTMENT</b>	<b>10,416.17</b>	<b>20,233.61</b>	<b>170,957.00</b>	<b>150,723.39</b>	<b>11.8</b>

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>JUDICIAL DEPARTMENT</u>					
10-412-00 CONTRACT-JUDGE	.00	.00	3,800.00	3,800.00	.0
10-412-01 CONTRACT-TOWN PROSECUTOR	210.00	210.00	5,000.00	4,790.00	4.2
10-412-35 COPIER LEASE	.00	43.69	225.00	181.31	19.4
10-412-41 TELEPHONE & INTERNET	.00	.00	100.00	100.00	.0
10-412-44 POSTAGE METER LEASE	.00	.00	175.00	175.00	.0
10-412-55 POSTAGE	.00	.00	750.00	750.00	.0
10-412-61 OFFICE SUPPLIES	.00	.00	175.00	175.00	.0
10-412-68 COPIER EXPENSE	.00	.00	350.00	350.00	.0
10-412-70 IT SUPPORT	.00	.00	100.00	100.00	.0
10-412-71 COMPUTER SOFTWARE	.00	.00	200.00	200.00	.0
<b>TOTAL JUDICIAL DEPARTMENT</b>	<b>210.00</b>	<b>253.69</b>	<b>10,875.00</b>	<b>10,621.31</b>	<b>2.3</b>
<u>MAYOR &amp; LEGISLATIVE BOARDS</u>					
10-413-10 MAYOR COMPENSATION	400.00	800.00	2,400.00	1,600.00	33.3
10-413-11 BOARD OF TRUSTEES COMPENSATION	900.00	2,042.31	2,880.00	837.69	70.9
10-413-12 BOARD OF TRUSTEES APPRECIATION	.00	.00	500.00	500.00	.0
10-413-22 FICA & MEDICARE	99.48	217.53	404.00	186.47	53.8
10-413-25 UNEMPLOYMENT	.30	.76	.00	(.76)	.0
10-413-26 WORKERS' COMPENSATION	.00	.00	300.00	300.00	.0
10-413-40 BOARD OF TRUSTEES TRAINING	.00	.00	1,500.00	1,500.00	.0
10-413-51 E & O INSURANCE	.00	.00	3,200.00	3,200.00	.0
10-413-58 BOARD TRAVEL & MEETINGS	.00	.00	3,000.00	3,000.00	.0
10-413-70 IT SUPPORT	.00	.00	200.00	200.00	.0
10-413-71 COMPUTER SOFTWARE	.00	.00	500.00	500.00	.0
10-413-90 DUES & SUBSCRIPTIONS	.00	.00	2,500.00	2,500.00	.0
<b>TOTAL MAYOR &amp; LEGISLATIVE BOARDS</b>	<b>1,399.78</b>	<b>3,060.60</b>	<b>17,384.00</b>	<b>14,323.40</b>	<b>17.6</b>
<u>ELECTIONS</u>					
10-414-00 ELECTIONS	.00	.00	4,500.00	4,500.00	.0
<b>TOTAL ELECTIONS</b>	<b>.00</b>	<b>.00</b>	<b>4,500.00</b>	<b>4,500.00</b>	<b>.0</b>
<u>TREASURER'S OFFICE</u>					
10-415-15 COLLECTIONS (TREASURERS FEE)	.00	.00	12,000.00	12,000.00	.0
10-415-30 TOWN LEGAL	2,902.50	2,902.50	50,000.00	47,097.50	5.8
10-415-40 REPORTING & PUBLISHING	.00	.00	500.00	500.00	.0
<b>TOTAL TREASURER'S OFFICE</b>	<b>2,902.50</b>	<b>2,902.50</b>	<b>62,500.00</b>	<b>59,597.50</b>	<b>4.6</b>



TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ECONOMIC DEVELOPMENT</u>					
10-416-50 ECONOMIC DEVELOPMENT	.00	.00	75,000.00	75,000.00	.0
10-416-51 MEMBERSHP FEE/DUES	.00	.00	2,800.00	2,800.00	.0
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>.00</b>	<b>.00</b>	<b>77,800.00</b>	<b>77,800.00</b>	<b>.0</b>
<u>COMMUNITY DEVELOPMENT</u>					
10-417-30 COMMUNITY MEETINGS	.00	.00	1,000.00	1,000.00	.0
10-417-35 COPIER LEASE	.00	43.69	200.00	156.31	21.9
10-417-44 POSTAGE MACHINE LEASE	.00	.00	135.00	135.00	.0
10-417-55 POSTAGE	.00	.00	250.00	250.00	.0
10-417-61 OFFICE SUPPLIES	.00	.00	50.00	50.00	.0
10-417-63 ABATEMENT	.00	.00	6,500.00	6,500.00	.0
10-417-68 COPIER EXPENSE	.00	.00	350.00	350.00	.0
10-417-70 IT SUPPORT	.00	.00	200.00	200.00	.0
10-417-71 COMPUTER SOFTWARE	.00	.00	125.00	125.00	.0
10-417-85 CODE ENFORCEMENT	.00	.00	600.00	600.00	.0
10-417-91 NEWSLETTER	.00	.00	2,100.00	2,100.00	.0
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>.00</b>	<b>43.69</b>	<b>11,510.00</b>	<b>11,466.31</b>	<b>.4</b>
<u>PLANNING &amp; ZONING</u>					
10-418-30 LEGAL/ENGINEERING SUPPORT	.00	.00	6,000.00	6,000.00	.0
10-418-35 COPIER LEASE	.00	43.68	200.00	156.32	21.8
10-418-40 STAFF TRAINING	.00	.00	1,500.00	1,500.00	.0
10-418-41 TELEPHONE & INTERNET	232.69	232.69	95.00	( 137.69)	244.9
10-418-44 POSTAGE MACHINE LEASE	.00	.00	175.00	175.00	.0
10-418-49 COMMISSION TRAINING	.00	.00	500.00	500.00	.0
10-418-51 MEMBERSHIPS/PUBLICATIONS	.00	.00	100.00	100.00	.0
10-418-54 NOTICES/PUBLICATIONS	4.92	4.92	500.00	495.08	1.0
10-418-55 POSTAGE	.00	.00	130.00	130.00	.0
10-418-61 OFFICE SUPPLIES	.00	.00	100.00	100.00	.0
10-418-68 COPIER EXPENSE	.00	.00	350.00	350.00	.0
10-418-70 IT SUPPORT	.00	.00	100.00	100.00	.0
10-418-71 COMPUTER SOFTWARE	.00	.00	650.00	650.00	.0
10-418-93 COMPREHENSIVE PLAN	.00	.00	110,393.00	110,393.00	.0
10-418-94 ZONING MAP	.00	.00	5,000.00	5,000.00	.0
10-418-97 LAND DEVELOPMENT CODE	.00	.00	75,000.00	75,000.00	.0
10-418-98 IMPACT FEE STUDY	.00	.00	15,000.00	15,000.00	.0
<b>TOTAL PLANNING &amp; ZONING</b>	<b>237.61</b>	<b>281.29</b>	<b>215,793.00</b>	<b>215,511.71</b>	<b>.1</b>

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY PROGRAMS</u>					
10-419-00	.00	.00	35,000.00	35,000.00	.0
10-419-01	.00	.00	5,000.00	5,000.00	.0
10-419-03	.00	.00	25,000.00	25,000.00	.0
10-419-05	.00	.00	3,000.00	3,000.00	.0
10-419-10	230.58	230.58	10,800.00	10,569.42	2.1
10-419-20	.00	500.00	10,000.00	9,500.00	5.0
10-419-22	17.64	17.64	.00	( 17.64)	.0
10-419-25	.46	.46	.00	( .46)	.0
10-419-58	.00	.00	1,000.00	1,000.00	.0
10-419-61	.00	.00	200.00	200.00	.0
10-419-62	.00	.00	10,000.00	10,000.00	.0
10-419-65	.00	.00	5,000.00	5,000.00	.0
10-419-66	.00	.00	250.00	250.00	.0
10-419-91	.00	.00	900.00	900.00	.0
TOTAL COMMUNITY PROGRAMS	248.68	748.68	106,150.00	105,401.32	.7

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
10-421-02 CONTRACT SERVICES	.00	.00	1,200.00	1,200.00	.0
10-421-04 OFFICER SMALL EQUIPMENT	.00	.00	9,500.00	9,500.00	.0
10-421-15 POLICE SALARIES	16,988.42	38,505.15	215,392.00	176,886.85	17.9
10-421-20 EMPLOYEE BENEFITS	822.00	1,644.00	29,729.00	28,085.00	5.5
10-421-21 VEHICLE/MOBILE EQUIPMENT	.00	5,490.00	12,000.00	6,510.00	45.8
10-421-22 FICA & MEDICARE	( 702.37)	558.34	2,800.00	2,241.66	19.9
10-421-23 PENSION-FPPA	1,841.42	4,165.72	25,847.00	21,681.28	16.1
10-421-24 DEATH & DISABILITY-FPPA	190.82	420.93	3,446.00	3,025.07	12.2
10-421-25 UNEMPLOYMENT INSURANCE	33.99	77.03	646.00	568.97	11.9
10-421-26 WORKERS' COMPENSATION	.00	.00	4,500.00	4,500.00	.0
10-421-28 FARM HOUSE UTILITIES-GAS/ELECT	362.86	362.86	2,800.00	2,437.14	13.0
10-421-29 UNIFORMS	.00	.00	1,500.00	1,500.00	.0
10-421-30 PROFESSIONAL LEGAL SERVICES	.00	.00	1,000.00	1,000.00	.0
10-421-35 COPIER LEASE	.00	43.69	150.00	106.31	29.1
10-421-40 TRAINING	.00	.00	4,000.00	4,000.00	.0
10-421-41 TELEPHONE & INTERNET	349.03	349.03	750.00	400.97	46.5
10-421-42 MC COM CENTER PHONE LINE	.00	.00	600.00	600.00	.0
10-421-43 REPAIRS AND MAINTENANCE (AUTO)	224.58	2,204.58	7,500.00	5,295.42	29.4
10-421-44 UTILITIES-ELECTRIC	122.52	122.52	1,200.00	1,077.48	10.2
10-421-45 UTILITIES-GAS	.00	.00	600.00	600.00	.0
10-421-46 CELL PHONE	.00	225.60	2,775.00	2,549.40	8.1
10-421-48 TRASH	.00	( 125.00)	270.00	395.00	( 46.3)
10-421-49 OTHER MISCELLANEOUS	.00	.00	150.00	150.00	.0
10-421-52 INSURANCE & BONDS	.00	.00	15,500.00	15,500.00	.0
10-421-55 PRINTING	.00	.00	1,300.00	1,300.00	.0
10-421-61 OFFICE/GEN OPERATING SUPPLIES	.00	.00	600.00	600.00	.0
10-421-62 FUEL	68.68	880.59	15,000.00	14,119.41	5.9
10-421-64 CRIME PREVENTION	.00	.00	250.00	250.00	.0
10-421-68 COPIER EXPENSE	.00	.00	350.00	350.00	.0
10-421-70 IT SUPPORT	.00	.00	2,500.00	2,500.00	.0
10-421-71 COMPUTER SOFTWARE	.00	.00	4,000.00	4,000.00	.0
10-421-72 AMMUNITION	.00	.00	2,500.00	2,500.00	.0
10-421-73 LEXIPOLE	.00	.00	2,750.00	2,750.00	.0
10-421-85 ANIMAL CONTROL	.00	.00	100.00	100.00	.0
10-421-90 MEMBERSHIP DUES	.00	.00	350.00	350.00	.0
10-421-91 POLICE VEHICLE SINKING FUND	.00	.00	15,000.00	15,000.00	.0
<b>TOTAL POLICE DEPARTMENT</b>	<b>20,301.95</b>	<b>54,925.04</b>	<b>388,555.00</b>	<b>333,629.96</b>	<b>14.1</b>
<u>BUILDING INSPECTION DEPARTMENT</u>					
10-424-20 BUILDING INSPECTIONS MATERIALS	.00	.00	200.00	200.00	.0
10-424-30 DEVELOPMENT REVIEW MISC EXP	.00	.00	3,000.00	3,000.00	.0
10-424-31 COMMERCIAL BUILDING REVIEW	.00	45.00	12,000.00	11,955.00	.4
10-424-32 RESIDENTIAL BUILDING REVIEW	.00	( 144.00)	20,000.00	20,144.00	( .7)
10-424-40 EMPLOYEE TRAINING	.00	.00	500.00	500.00	.0
<b>TOTAL BUILDING INSPECTION DEPARTMEN</b>	<b>.00</b>	<b>( 99.00)</b>	<b>35,700.00</b>	<b>35,799.00</b>	<b>( .3)</b>

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS ADMINISTRATION</u>					
10-430-11 SALARY - PW MAINTENANCE(1)	3,893.72	7,663.59	10,926.00	3,262.41	70.1
10-430-15 SALARY-PW SEASONAL (MOWING)	10.73	37.76	8,216.00	8,178.24	.5
10-430-16 PW EMPLOYEES-FULL TIME	6,768.85	12,153.45	76,746.00	64,592.55	15.8
10-430-20 EMPLOYEE BENEFITS - PW	1,245.84	2,795.67	15,360.00	12,564.33	18.2
10-430-22 FICA & MEDICARE	783.08	1,452.08	7,335.00	5,882.92	19.8
10-430-23 457 RETIREMENT	319.87	594.23	2,302.00	1,707.77	25.8
10-430-25 UNEMPLOYMENT INSURANCE - PW	20.45	37.94	264.00	226.06	14.4
10-430-26 WORKERS' COMPENSATION - PW	.00	.00	3,800.00	3,800.00	.0
<b>TOTAL PUBLIC WORKS ADMINISTRATION</b>	<b>13,042.54</b>	<b>24,734.72</b>	<b>124,949.00</b>	<b>100,214.28</b>	<b>19.8</b>
<u>PUBLIC WORKS &amp; STREETS DEPT</u>					
10-431-00 UNIFORMS - PW	.00	.00	2,500.00	2,500.00	.0
10-431-20 REPAIRS-EQUIPMENT & VEHICLES	2,500.75	3,736.97	15,000.00	11,263.03	24.9
10-431-21 STREETS-SIGNS & MATERIAL	.00	.00	2,000.00	2,000.00	.0
10-431-22 SNOW REMOVAL	.00	.00	30,000.00	30,000.00	.0
10-431-23 EQUIPMENT RENTAL	.00	.00	200.00	200.00	.0
10-431-25 FARM HOUSE MAINT	.00	.00	5,000.00	5,000.00	.0
10-431-28 FARM HOUSE UTILITIES	.00	50.93	2,700.00	2,649.07	1.9
10-431-35 COPIER LEASE	.00	21.85	95.00	73.15	23.0
10-431-39 GIS	.00	.00	250.00	250.00	.0
10-431-40 EMPLOYEE TRAINING	.00	.00	2,500.00	2,500.00	.0
10-431-41 UTILITIES - ELECTRIC	122.51	122.51	1,500.00	1,377.49	8.2
10-431-43 BUIDING MAINT	401.39	1,249.39	20,000.00	18,750.61	6.3
10-431-45 UTILITIES-GAS	.00	.00	1,200.00	1,200.00	.0
10-431-46 CELL PHONE	.00	144.86	1,600.00	1,455.14	9.1
10-431-47 TELEPHONE & INTERNET	232.69	232.69	800.00	567.31	29.1
10-431-48 TRASH	125.00	22.00	540.00	518.00	4.1
10-431-52 INSURANCE - PW	.00	.00	15,000.00	15,000.00	.0
10-431-55 POSTAGE & SHIPPING-PW	.00	.00	50.00	50.00	.0
10-431-60 STREET LIGHTING - PW	1,542.24	1,542.24	18,000.00	16,457.76	8.6
10-431-61 OFFICE SUPPLIES	.00	.00	500.00	500.00	.0
10-431-62 FUEL - PW	611.25	2,634.34	9,500.00	6,865.66	27.7
10-431-63 CONTRACT REFUSE REMOVAL - PW	.00	.00	2,000.00	2,000.00	.0
10-431-65 TREE PROGRAM	.00	.00	3,000.00	3,000.00	.0
10-431-66 PEST/WEED CONTROL - PW	.00	6.61	1,600.00	1,593.39	.4
10-431-68 COPIER EXPENSE	.00	.00	78.00	78.00	.0
10-431-70 IT SUPPORT	.00	.00	2,500.00	2,500.00	.0
10-431-71 COMPUTER SOFTWARE	.00	.00	424.00	424.00	.0
10-431-74 EQUIPMENT- CAPITAL OUTLAY	.00	.00	2,250.00	2,250.00	.0
10-431-76 PW VEHICLES SINKING FUND	.00	.00	15,000.00	15,000.00	.0
10-431-77 PW HEAVY EQUIP SINKING FUND	.00	.00	10,000.00	10,000.00	.0
<b>TOTAL PUBLIC WORKS &amp; STREETS DEPT</b>	<b>5,535.83</b>	<b>9,764.39</b>	<b>165,787.00</b>	<b>156,022.61</b>	<b>5.9</b>

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORMWATER</u>					
10-432-59	.00	.00	6,000.00	6,000.00	.0
10-432-60	.00	.00	5,000.00	5,000.00	.0
10-432-61	.00	.00	750.00	750.00	.0
10-432-62	.00	350.00	7,000.00	6,650.00	5.0
10-432-63	.00	.00	500.00	500.00	.0
10-432-64	.00	.00	1,200.00	1,200.00	.0
10-432-65	.00	.00	5,000.00	5,000.00	.0
<b>TOTAL STORMWATER</b>	<b>.00</b>	<b>350.00</b>	<b>25,450.00</b>	<b>25,100.00</b>	<b>1.4</b>
<u>PARK &amp; RECREATION</u>					
10-451-11	922.32	922.32	19,476.00	18,553.68	4.7
10-451-12	219.94	968.45	24,960.00	23,991.55	3.9
10-451-16	3,415.61	6,629.40	32,864.00	26,234.60	20.2
10-451-20	791.80	1,583.60	7,928.00	6,344.40	20.0
10-451-22	348.69	651.81	5,913.00	5,261.19	11.0
10-451-23	102.47	198.88	100.00	( 98.88)	198.9
10-451-25	9.12	17.05	232.00	214.95	7.4
10-451-26	.00	.00	1,500.00	1,500.00	.0
10-451-30	.00	.00	1,000.00	1,000.00	.0
10-451-38	.00	37.60	400.00	362.40	9.4
10-451-39	232.69	232.69	300.00	67.31	77.6
10-451-40	.00	.00	1,000.00	1,000.00	.0
10-451-41	1,061.09	1,061.09	12,000.00	10,938.91	8.8
10-451-42	.00	.00	15,000.00	15,000.00	.0
10-451-43	.00	375.00	20,000.00	19,625.00	1.9
10-451-44	26.41	3,282.96	.00	( 3,282.96)	.0
10-451-48	125.00	.00	600.00	600.00	.0
10-451-55	.00	.00	1,200.00	1,200.00	.0
10-451-60	.00	( 156.45)	800.00	956.45	( 19.6)
10-451-61	.00	.00	1,200.00	1,200.00	.0
10-451-62	.00	.00	2,000.00	2,000.00	.0
10-451-70	.00	.00	100.00	100.00	.0
10-451-71	.00	.00	1,500.00	1,500.00	.0
10-451-83	.00	.00	2,750.00	2,750.00	.0
10-451-84	.00	.00	8,000.00	8,000.00	.0
10-451-86	.00	.00	1,000.00	1,000.00	.0
10-451-87	.00	.00	1,800.00	1,800.00	.0
10-451-88	.00	.00	2,000.00	2,000.00	.0
10-451-90	.00	.00	150.00	150.00	.0
10-451-91	.00	.00	300.00	300.00	.0
10-451-92	.00	.00	5,000.00	5,000.00	.0
10-451-93	.00	.00	200.00	200.00	.0
10-451-98	.00	.00	55,000.00	55,000.00	.0
<b>TOTAL PARK &amp; RECREATION</b>	<b>7,255.14</b>	<b>15,804.40</b>	<b>226,273.00</b>	<b>210,468.60</b>	<b>7.0</b>

TOWN OF WIGGINS  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

GENERAL FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
TOTAL FUND EXPENDITURES	64,180.84	143,255.60	1,851,989.00	1,708,733.40	7.7
NET REVENUE OVER EXPENDITURES	( 27,688.86)	( 65,978.42)	( 425,361.00)	( 359,382.58)	( 15.5)

TOWN OF WIGGINS  
 BALANCE SHEET  
 FEBRUARY 28, 2025

WATER ENTERPRISE

ASSETS

20-10100	CASH IN COMBINED CASH FUND	506,854.27	
20-10120	CASH ON HAND	50.00	
20-10210	WATER ENTERPRISE CLEARING ACCT	7,603.69	
20-10250	COLOTRUST-WATER FUND	121.71	
20-10251	HIGH PLAINS WATER ENTPR FUND	184,142.59	
20-10260	COLOTRUST - DEVELOPMENT FEES	121.79	
20-10261	2011 USDA DEBT SERV RESERVE	102,022.37	
20-10262	2013 USDA DEBT SERV RESERVE	155,737.66	
20-10270	COLOTRUST-WATER BOND ACCOUNT	23.38	
20-10271	63.23% BOTW DEBT SERVICE	1,099.72	
20-10273	2020 BOTW LOAN--SINKING FUND	822,413.24	
20-10280	COLOTRUST-WATER BOND RESERVE	122.78	
20-10281	BANK OF THE WEST WTR RESRVS	21,057.40	
20-10282	2020 BOTW LOAN--D.S. RESERVE	255,864.69	
20-10290	OPERATION & MAINTENANCE FUND	121.78	
20-11500	ACCOUNTS RECEIVABLE	94,179.25	
20-14000	CWCB LOAN PROCEEDS ESCROW	1,133,775.50	
20-16100	LAND	661,549.57	
20-16200	WATER RIGHTS	5,022,202.92	
20-16300	CONSTRUCTION IN PROGRESS	222,706.00	
20-16400	PLANT EQUIPMENT	7,382,696.17	
20-16401	OTHER EQUIPMENT	28,834.06	
20-16410	ACCUMULATED DEPRECIATION	( 2,104,785.76)	
	TOTAL ASSETS		<u>14,498,514.78</u>

LIABILITIES AND EQUITY

LIABILITIES

20-20200	ACCOUNTS PAYABLE	( 634.81)	
20-20300	ACCRUED COMPENSATED ABSENCES	8,352.64	
20-20301	ACCR'D COMP ABS--CURR. PORTION	2,088.16	
20-20400	ACCRUED INTEREST PAYABLE	208,696.02	
20-22530	2013 USDA	449,858.98	
20-22540	REVENUE BOND PAYABLE-REA	2,586,254.50	
20-22550	BOTW LOAN--63.23% WATER	1,827,739.03	
20-22600	CAPITAL LEASES PAYABLE	180,038.55	
20-22650	2017 CWCB NOTE PAYABLE	2,408,850.00	
20-22900	CUSTOMER DEPOSIT LIABILITY	66,491.85	
	TOTAL LIABILITIES		<u>7,737,734.92</u>

FUND EQUITY

20-27900	RETAINED EARNINGS	6,757,549.66	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	( 45,280.62)	
	BALANCE - CURRENT DATE	( 45,280.62)	

TOWN OF WIGGINS  
BALANCE SHEET  
FEBRUARY 28, 2025

WATER ENTERPRISE

TOTAL FUND EQUITY	<hr/>	6,712,269.04
TOTAL LIABILITIES AND EQUITY		<hr/> <hr/>



TOWN OF WIGGINS  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
20-34000 WATER SALES	.00	.00	1,019,736.00	1,019,736.00	.0
20-34001 CUSTOMER DEPOSITS	.00	.00	500.00	500.00	.0
20-34002 BULK WATER SALES	.00	.00	200.00	200.00	.0
20-34442 WATER METER SALES	.00	.00	1,500.00	1,500.00	.0
20-34450 MISCELLANEOUS WATER INCOME	.00	.00	15,000.00	15,000.00	.0
20-36001 RENTAL INCOME	401.50	401.50	30,000.00	29,598.50	1.3
TOTAL FUND REVENUE	401.50	401.50	1,066,936.00	1,066,534.50	.0

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROFESSIONAL SERVICES</u>					
20-410-13 FINANCIAL AUDIT	.00	.00	5,500.00	5,500.00	.0
20-410-30 LEGAL SERVICE	.00	.00	5,000.00	5,000.00	.0
20-410-31 WATER RIGHTS EXPENSES (LEGAL)	1,903.00	1,903.00	80,000.00	78,097.00	2.4
20-410-32 PROFESSIONAL SERVICES WATER	1,864.90	1,864.90	90,000.00	88,135.10	2.1
20-410-33 POSTAGE	.00	.00	1,200.00	1,200.00	.0
20-410-34 WATER DEPOSIT REFUND	.00	.00	1,000.00	1,000.00	.0
20-410-38 PROFESSIONAL SERVICES ACCT	.00	.00	10,000.00	10,000.00	.0
20-410-40 TRAVEL, MEETINGS & TRAINING	.00	.00	4,000.00	4,000.00	.0
20-410-44 POSTAGE MACHINE LEASE	.00	.00	105.00	105.00	.0
20-410-59 DESIGN/SYSTEM ENGINEERING	.00	.00	50,000.00	50,000.00	.0
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>3,767.90</b>	<b>3,767.90</b>	<b>246,805.00</b>	<b>243,037.10</b>	<b>1.5</b>
<u>WATER ADMINISTRATION</u>					
20-411-12 EMPLOYEE SALARY-ADMINISTRATION	6,336.47	12,594.08	62,715.00	50,120.92	20.1
20-411-20 EMPLOYEE BENEFITS	504.40	1,008.80	10,405.00	9,396.20	9.7
20-411-21 COMPENSATED ABSENCE EXPENSE	.00	.00	1,000.00	1,000.00	.0
20-411-22 FICA & MEDICARE	717.37	999.50	4,798.00	3,798.50	20.8
20-411-23 457 RETIREMENT	93.17	183.98	2,706.00	2,522.02	6.8
20-411-25 UNEMPLOYMENT INSURANCE	13.11	26.13	188.00	161.87	13.9
20-411-26 WORKERS' COMPENSATION	.00	.00	175.00	175.00	.0
20-411-72 UTILITY BILLING SOFTWARE EXP	.00	.00	2,920.00	2,920.00	.0
<b>TOTAL WATER ADMINISTRATION</b>	<b>7,664.52</b>	<b>14,812.49</b>	<b>84,907.00</b>	<b>70,094.51</b>	<b>17.5</b>
<u>PUBLIC WORKS ADMINISTRATION</u>					
20-430-11 SALARY-PW MAINTENANCE	5,006.88	9,266.22	44,720.00	35,453.78	20.7
20-430-15 EMPL SALARY-PW P/T SEASONAL	.00	.00	7,332.00	7,332.00	.0
20-430-20 EMPLOYEE BENEFITS	581.50	1,163.00	7,432.00	6,269.00	15.7
20-430-22 FICA & MEDICARE	366.33	675.49	3,982.00	3,306.51	17.0
20-430-23 457 RETIREMENT	150.21	278.01	1,342.00	1,063.99	20.7
20-430-25 UNEMPLOYMENT INSURANCE	9.57	17.67	34.00	16.33	52.0
20-430-26 WORKERS' COMPENSATION	.00	.00	800.00	800.00	.0
<b>TOTAL PUBLIC WORKS ADMINISTRATION</b>	<b>6,114.49</b>	<b>11,400.39</b>	<b>65,642.00</b>	<b>54,241.61</b>	<b>17.4</b>
<u>SUPPLIES</u>					
20-431-22 EQUIPMENT REPAIRS AND MAINT	.00	.00	5,000.00	5,000.00	.0
20-431-62 FUEL	.00	.00	2,000.00	2,000.00	.0
20-431-75 VEHICLE REPAIR	.00	.00	1,500.00	1,500.00	.0
<b>TOTAL SUPPLIES</b>	<b>.00</b>	<b>.00</b>	<b>8,500.00</b>	<b>8,500.00</b>	<b>.0</b>

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATIONS</u>					
20-432-00	.00	.00	50,000.00	50,000.00	.0
20-432-05	41.28	50.31	400.00	349.69	12.6
20-432-30	400.00	400.00	6,000.00	5,600.00	6.7
20-432-35	.00	21.85	600.00	578.15	3.6
20-432-37	.00	2,519.40	13,500.00	10,980.60	18.7
20-432-39	.00	.00	1,125.00	1,125.00	.0
20-432-40	465.37	465.37	2,000.00	1,534.63	23.3
20-432-41	5,239.83	5,239.83	80,000.00	74,760.17	6.6
20-432-45	.00	.00	2,500.00	2,500.00	.0
20-432-46	.00	.00	764.00	764.00	.0
20-432-48	25.00	25.00	100.00	75.00	25.0
20-432-49	.00	.00	7,000.00	7,000.00	.0
20-432-50	.00	.00	1,500.00	1,500.00	.0
20-432-52	.00	.00	8,000.00	8,000.00	.0
20-432-53	.00	.00	5,000.00	5,000.00	.0
20-432-54	.00	.00	2,500.00	2,500.00	.0
20-432-55	.00	.00	7,800.00	7,800.00	.0
20-432-56	253.29	729.66	80,000.00	79,270.34	.9
20-432-57	.00	.00	8,000.00	8,000.00	.0
20-432-59	.00	.00	6,000.00	6,000.00	.0
20-432-61	.00	.00	1,500.00	1,500.00	.0
20-432-68	.00	.00	800.00	800.00	.0
20-432-70	.00	.00	500.00	500.00	.0
20-432-75	.00	.00	2,000.00	2,000.00	.0
20-432-85	109.50	2,709.50	80,000.00	77,290.50	3.4
20-432-86	.00	.00	154,705.00	154,705.00	.0
20-432-87	.00	.00	15,000.00	15,000.00	.0
20-432-91	.00	.00	5,000.00	5,000.00	.0
20-432-99	.00	30.00	1,000.00	970.00	3.0
TOTAL OPERATIONS	6,534.27	12,190.92	543,294.00	531,103.08	2.2
<u>DEBT SERVICE</u>					
20-471-09	.00	.00	45,000.00	45,000.00	.0
20-471-11	.00	.00	147,072.00	147,072.00	.0
20-471-12	.00	3,510.42	42,125.00	38,614.58	8.3
20-471-13	.00	.00	130,000.00	130,000.00	.0
20-471-14	.00	.00	95,000.00	95,000.00	.0
TOTAL DEBT SERVICE	.00	3,510.42	459,197.00	455,686.58	.8
TOTAL FUND EXPENDITURES	24,081.18	45,682.12	1,408,345.00	1,362,662.88	3.2
NET REVENUE OVER EXPENDITURES	( 23,679.68)	( 45,280.62)	( 341,409.00)	( 296,128.38)	( 13.3)

TOWN OF WIGGINS  
 BALANCE SHEET  
 FEBRUARY 28, 2025

SEWER ENTERPRISE

ASSETS

30-10100	CASH IN COMBINED CASH FUND	1,266,995.82	
30-10250	COLOTRUST FUND	121.71	
30-10251	HIGH PLAINS SEWER ENTPR FUND	64,117.66	
30-10260	COLOTRUST SEWER PROJECT	121.71	
30-10271	36.77% BOTW DEBT SERVICE	639.93	
30-10273	2020 BOTW LOAN--SINKING FUND	478,255.76	
30-10282	2020 BOTW LOAN--D.S. RESERVE	148,792.31	
30-10290	CD 1726--STORM SEWER WGNS SCH	12,765.96	
30-11500	ACCOUNTS RECEIVABLE	56,220.54	
30-16100	LAND	821,659.00	
30-16200	BUILDINGS	130,310.00	
30-16300	CONSTRUCTION IN PROGRESS	193,724.40	
30-16400	EQUIPMENT	2,478,842.91	
30-16401	OTHER EQUIPMENT	25,098.72	
30-16410	ACCUMULATED DEPRECIATION-EQ	( 872,215.15)	
	TOTAL ASSETS		<u><u>4,805,451.28</u></u>

LIABILITIES AND EQUITY

LIABILITIES

30-20200	ACCOUNTS PAYABLE	13,225.30	
30-20300	ACCRUED COMPENSATED ABSENCES	8,216.51	
30-20301	ACCR'D COMP ABS--CURR. PORTION	2,054.13	
30-20400	ACCRUED INTEREST PAYABLE	7,979.55	
30-22550	BOTH 36.77% SEWER LOAN	1,062,880.97	
30-22900	CUSTOMER DEPOSIT LIABILITY	6,342.90	
30-22905	DEVELOPER PERFORMANCE DEPOSIT	11,750.00	
	TOTAL LIABILITIES		1,112,449.36

FUND EQUITY

30-27900	RETAINED EARNINGS	3,694,900.39	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	( 31,299.33)	
	BALANCE - CURRENT DATE	( 31,299.33)	
	TOTAL FUND EQUITY		<u><u>3,663,601.06</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>4,776,050.42</u></u>

TOWN OF WIGGINS  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
30-34000 SEWER SALES	.00	.00	458,348.00	458,348.00	.0
30-34001 CUSTOMER DEPOSITS	.00	.00	150.00	150.00	.0
30-36100 INTEREST EARNED	.00	.00	100.00	100.00	.0
TOTAL FUND REVENUE	.00	.00	458,598.00	458,598.00	.0

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROFESSIONAL SERVICES</u>					
30-410-13 FINANCIAL AUDIT	.00	.00	5,500.00	5,500.00	.0
30-410-30 LEGAL SERVICE	.00	.00	2,000.00	2,000.00	.0
30-410-32 PROFESSIONAL SERVICES	1,810.05	1,810.05	10,000.00	8,189.95	18.1
30-410-33 POSTAGE	.00	.00	1,000.00	1,000.00	.0
30-410-34 SEWER DEPOSIT REFUND	.00	.00	500.00	500.00	.0
30-410-35 COPIER LEASE	.00	21.85	125.00	103.15	17.5
30-410-40 TRAINING	.00	.00	2,000.00	2,000.00	.0
30-410-44 POSTAGE MACHINE LEASE	.00	.00	105.00	105.00	.0
30-410-67 OFFICE SUPPLIES	.00	.00	100.00	100.00	.0
30-410-68 COPIER EXPENSE	.00	.00	200.00	200.00	.0
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>1,810.05</b>	<b>1,831.90</b>	<b>21,530.00</b>	<b>19,698.10</b>	<b>8.5</b>
<u>SEWER ADMINISTRATION</u>					
30-411-14 EMPLOYEE SALARIES-ADMIN	6,336.49	12,594.12	54,931.00	42,336.88	22.9
30-411-20 EMPLOYEE BENEFITS	504.40	1,008.80	10,405.00	9,396.20	9.7
30-411-21 COMPENSATED ABSENCE EXPENSE	.00	.00	950.00	950.00	.0
30-411-22 FICA & MEDICARE	717.37	999.47	4,202.00	3,202.53	23.8
30-411-23 457 RETIREMENT	93.18	183.98	1,722.00	1,538.02	10.7
30-411-25 UNEMPLOYMENT INSURANCE	13.08	26.12	165.00	138.88	15.8
30-411-26 WORKERS' COMPENSATION	.00	.00	200.00	200.00	.0
30-411-70 IT SUPPORT	.00	.00	250.00	250.00	.0
30-411-72 UTILITY SOFTWARE EXPENSE	.00	.00	2,920.00	2,920.00	.0
<b>TOTAL SEWER ADMINISTRATION</b>	<b>7,664.52</b>	<b>14,812.49</b>	<b>75,745.00</b>	<b>60,932.51</b>	<b>19.6</b>
<u>PUBLIC WORKS ADMINISTRATION</u>					
30-430-12 SALARY-PW MAINTENANCE	4,357.88	7,990.42	44,720.00	36,729.58	17.9
30-430-13 EMPL SALARY-PW P/T SEASONAL	.00	.00	7,332.00	7,332.00	.0
30-430-20 EMPLOYEE BENEFITS	498.66	997.33	7,432.00	6,434.67	13.4
30-430-22 FICA & MEDICARE	316.69	577.86	3,982.00	3,404.14	14.5
30-430-23 457 RETIREMENT	130.73	239.69	1,342.00	1,102.31	17.9
30-430-25 UNEMPLOYMENT	8.29	15.11	34.00	18.89	44.4
30-430-26 WORKERS' COMPENSATION	.00	.00	800.00	800.00	.0
<b>TOTAL PUBLIC WORKS ADMINISTRATION</b>	<b>5,312.25</b>	<b>9,820.41</b>	<b>65,642.00</b>	<b>55,821.59</b>	<b>15.0</b>

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WWTP</u>					
30-431-22 EQUIPMENT MAINTENANCE/REPAIRS	.00	.00	1,500.00	1,500.00	.0
30-431-41 UTILITIES-ELECTRIC	.00	.00	500.00	500.00	.0
30-431-45 UTILITIES-GAS	.00	.00	400.00	400.00	.0
30-431-48 TRASH	.00	.00	876.00	876.00	.0
30-431-51 WWTP ENGINEERING & CONTINGENCY	.00	.00	7,500.00	7,500.00	.0
30-431-59 ENGINEERING DESIGN	.00	.00	15,000.00	15,000.00	.0
30-431-62 FUEL	.00	.00	800.00	800.00	.0
30-431-74 CAPITAL OUTLAY WWTP	.00	.00	25,000.00	25,000.00	.0
30-431-75 VEHICLE REPAIRS	.00	.00	5,000.00	5,000.00	.0
<b>TOTAL WWTP</b>	<b>.00</b>	<b>.00</b>	<b>56,576.00</b>	<b>56,576.00</b>	<b>.0</b>
<u>OPERATIONS</u>					
30-432-00 LINE MAINTENANCE	.00	.00	7,500.00	7,500.00	.0
30-432-05 UTILITY LOCATE EXPENSE	.00	.00	500.00	500.00	.0
30-432-30 CONTRACT OPERATOR	400.00	400.00	4,800.00	4,400.00	8.3
30-432-39 COMPUTER SOFTWARE-GIS	.00	.00	1,200.00	1,200.00	.0
30-432-41 UTILITIES-ELECTRIC	2,815.53	2,815.53	28,000.00	25,184.47	10.1
30-432-42 TELEPHONE/INTERNET	116.35	116.35	750.00	633.65	15.5
30-432-45 UTILITIES --GAS	.00	.00	1,200.00	1,200.00	.0
30-432-46 CELL PHONE	.00	.00	300.00	300.00	.0
30-432-48 TRASH	103.00	78.00	750.00	672.00	10.4
30-432-50 PERMIT FEES	.00	.00	3,500.00	3,500.00	.0
30-432-51 ANALYTICAL/SAMPLING EXPENSE	.00	482.00	8,000.00	7,518.00	6.0
30-432-52 INSURANCE AND BONDS	.00	.00	9,000.00	9,000.00	.0
30-432-53 SEWER CLEANING/VIDEO	.00	.00	20,000.00	20,000.00	.0
30-432-54 INSTALLATION OF LINE EXPENSE	.00	.00	500.00	500.00	.0
30-432-55 GENERAL MAINT CENT LIFT ST	.00	.00	500.00	500.00	.0
30-432-56 GENERAL MAINTENANCE OF PLANT	.00	899.94	15,000.00	14,100.06	6.0
30-432-57 GENERAL MAINT JOHNSON LT ST	.00	42.71	2,500.00	2,457.29	1.7
30-432-59 ENGINEERING DESIGN	.00	.00	5,000.00	5,000.00	.0
30-432-60 TREATMENT OPERATIONS	.00	.00	8,500.00	8,500.00	.0
30-432-61 OFFICE SUPPLIES	.00	.00	200.00	200.00	.0
30-432-75 CAPITAL OUTLAY - LINES	.00	.00	60,000.00	60,000.00	.0
30-432-86 DEPRECIATION	.00	.00	51,000.00	51,000.00	.0
30-432-99 OTHER MISCELLANEOUS EXPENSE	.00	.00	1,000.00	1,000.00	.0
<b>TOTAL OPERATIONS</b>	<b>3,434.88</b>	<b>4,834.53</b>	<b>229,700.00</b>	<b>224,865.47</b>	<b>2.1</b>
<u>DEBT SERVICE</u>					
30-471-13 BOTW SINKING FUND PAYMENT	.00	.00	96,536.00	96,536.00	.0
30-471-14 BOTW INTEREST PAYMENT	.00	.00	70,000.00	70,000.00	.0
<b>TOTAL DEBT SERVICE</b>	<b>.00</b>	<b>.00</b>	<b>166,536.00</b>	<b>166,536.00</b>	<b>.0</b>

TOWN OF WIGGINS  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	18,221.70	31,299.33	615,729.00	584,429.67	5.1
NET REVENUE OVER EXPENDITURES	( 18,221.70)	( 31,299.33)	( 157,131.00)	( 125,831.67)	( 19.9)



TOWN OF WIGGINS  
BALANCE SHEET  
FEBRUARY 28, 2025

SALES TAX CAPITAL IMPROVEMENT

ASSETS

40-10100	CASH IN COMBINED CASH FUND	(	84,291.84)
40-10250	COLOTRUST FUND		121.71
40-10251	HIGH PLAINS 1% TAX FUND		15,337.55
40-11500	ACCOUNTS RECEIVABLE		47,251.91
			47,251.91
	TOTAL ASSETS		( 21,580.67)
			21,580.67

LIABILITIES AND EQUITY

LIABILITIES

40-25320	FUND BALANCE	(	27,066.59)
	TOTAL LIABILITIES		( 27,066.59)

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	(	132,458.04)
			132,458.04
	BALANCE - CURRENT DATE	(	132,458.04)
	TOTAL FUND EQUITY		( 132,458.04)
	TOTAL LIABILITIES AND EQUITY		( 159,524.63)
			159,524.63

TOWN OF WIGGINS  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

SALES TAX CAPITAL IMPROVEMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
40-31300 1% TOWN SALES TAX	29,010.24	53,509.87	310,000.00	256,490.13	17.3
40-36100 INTEREST EARNED	.00	.00	50.00	50.00	.0
40-39112 TRANSFER FROM GENERAL FUND	.00	.00	55,000.00	55,000.00	.0
TOTAL FUND REVENUE	29,010.24	53,509.87	365,050.00	311,540.13	14.7

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

SALES TAX CAPITAL IMPROVEMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL PROJECTS</u>					
40-430-05 CIP-NORTH STORM DETENTION	.00	.00	75,000.00	75,000.00	.0
40-430-16 CIP-TOWN HALL DIGITAL SIGN	.00	.00	2,500.00	2,500.00	.0
40-430-18 CIP-NON POT WATER MAIN	.00	185,967.91	160,000.00	( 25,967.91)	116.2
40-430-21 CIP-PARK PAVILION BLDG	.00	.00	125,000.00	125,000.00	.0
40-430-22 CIP-ENTRY SIGN IMPROVEMENTS	.00	.00	10,000.00	10,000.00	.0
TOTAL CAPITAL PROJECTS	.00	185,967.91	372,500.00	186,532.09	49.9
TOTAL FUND EXPENDITURES	.00	185,967.91	372,500.00	186,532.09	49.9
NET REVENUE OVER EXPENDITURES	29,010.24	( 132,458.04)	( 7,450.00)	125,008.04	(1778.

TOWN OF WIGGINS  
 BALANCE SHEET  
 FEBRUARY 28, 2025

SALES TAX STREETS

ASSETS

45-10100	CASH IN COMBINED CASH FUND	297,676.15	
45-11500	ACCOUNTS RECEIVABLE	47,251.91	
	TOTAL ASSETS		344,928.06

LIABILITIES AND EQUITY

LIABILITIES

45-20200	ACCOUNTS PAYABLE	200.00	
45-25320	FUND BALANCE	328,678.06	
	TOTAL LIABILITIES		328,878.06

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	52,043.25	
	BALANCE - CURRENT DATE	52,043.25	
	TOTAL FUND EQUITY		52,043.25
	TOTAL LIABILITIES AND EQUITY		380,921.31

TOWN OF WIGGINS  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

SALES TAX STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
45-31300 1% TOWN SALES TAX (2022)	29,010.23	53,509.86	310,000.00	256,490.14	17.3
45-36100 INTEREST EARNED	.00	.00	5.00	5.00	.0
45-39111 TRANSFER FROM 1% CIP SALES TAX	.00	.00	304,995.00	304,995.00	.0
TOTAL FUND REVENUE	29,010.23	53,509.86	615,000.00	561,490.14	8.7

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

SALES TAX STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL PROJECTS</u>					
45-430-10 CIP-MAIN STREET C&G 3RD TO 5TH	.00	.00	10,000.00	10,000.00	.0
45-430-11 CIP-CHAPMAN 3RD TO 4TH	.00	.00	300,000.00	300,000.00	.0
45-430-12 CIP-3RD AVE CHAPMAN TO MAIN ST	.00	.00	250,000.00	250,000.00	.0
45-430-59 CIP ENGINEERING SERVICES	.00	.00	15,000.00	15,000.00	.0
<b>TOTAL CAPITAL PROJECTS</b>	<b>.00</b>	<b>.00</b>	<b>575,000.00</b>	<b>575,000.00</b>	<b>.0</b>
<u>DEPARTMENT 431</u>					
45-431-22 REPAIRS & MAINTENANCE-STREETS	.00	1,466.61	50,000.00	48,533.39	2.9
45-431-24 SNOW REMOVAL	.00	.00	15,000.00	15,000.00	.0
<b>TOTAL DEPARTMENT 431</b>	<b>.00</b>	<b>1,466.61</b>	<b>65,000.00</b>	<b>63,533.39</b>	<b>2.3</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>.00</b>	<b>1,466.61</b>	<b>640,000.00</b>	<b>638,533.39</b>	<b>.2</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>29,010.23</b>	<b>52,043.25</b>	<b>( 25,000.00)</b>	<b>( 77,043.25)</b>	<b>208.2</b>

TOWN OF WIGGINS  
 BALANCE SHEET  
 FEBRUARY 28, 2025

CONSERVATION TRUST

ASSETS

50-10100	CASH IN COMBINED CASH FUND	21,337.98	
50-10250	COLOTRUST FUND	121.71	
50-10251	HIGH PLAINS CNSRVTN TRST FUND	14,330.69	
	TOTAL ASSETS		35,790.38

LIABILITIES AND EQUITY

LIABILITIES

50-25320	FUND BALANCE	28,190.38	
	TOTAL LIABILITIES		28,190.38

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	( 3,384.63)	
	BALANCE - CURRENT DATE	( 3,384.63)	
	TOTAL FUND EQUITY		( 3,384.63)
	TOTAL LIABILITIES AND EQUITY		24,805.75

TOWN OF WIGGINS  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

CONSERVATION TRUST

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
50-33501 CT - ST PROCEEDS (LOTTERY)	.00	.00	20,000.00	20,000.00	.0
50-36100 INTEREST EARNED	.00	.00	30.00	30.00	.0
TOTAL FUND REVENUE	.00	.00	20,030.00	20,030.00	.0



TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2025

CONSERVATION TRUST

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPARTMENT 430</u>					
50-430-17 CAPITAL OUTLAY -BLEACHER SHADE	.00	.00	12,000.00	12,000.00	.0
50-430-18 CAPITAL OUTLAY-SPRY PAD	.00	.00	50,000.00	50,000.00	.0
50-430-19 CAPTAL OUTLAY-K PARK PG SOD	.00	.00	5,000.00	5,000.00	.0
<b>TOTAL DEPARTMENT 430</b>	<b>.00</b>	<b>.00</b>	<b>67,000.00</b>	<b>67,000.00</b>	<b>.0</b>
<u>PARK OPERATIONS</u>					
50-452-60 REPAIRS AND MAINTENANCE	.00	3,384.63	2,500.00	( 884.63)	135.4
<b>TOTAL PARK OPERATIONS</b>	<b>.00</b>	<b>3,384.63</b>	<b>2,500.00</b>	<b>( 884.63)</b>	<b>135.4</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>.00</b>	<b>3,384.63</b>	<b>69,500.00</b>	<b>66,115.37</b>	<b>4.9</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>.00</b>	<b>( 3,384.63)</b>	<b>( 49,470.00)</b>	<b>( 46,085.37)</b>	<b>( 6.8)</b>



## STAFF SUMMARY

### Board of Trustees Meeting February 26, 2025

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**DATE:** February 21, 2025

**AGENDA ITEM NUMBER:** 5

**TOPIC:** Public Hearing and Consideration of Resolution 04-2025- Resolution Adopting A New Comprehensive Plan For The Town Of Wiggins

**STAFF MEMBER RESPONSIBLE:** Diana Evans, Planning & Zoning Administrator

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#### **BACKGROUND:**

On January 3, 2023, the Town of Wiggins awarded Rick Engineering the contract for the Comprehensive Plan and Three Mile Plan. After this award, Rick Engineering began their endeavor, utilizing many community events to meet with the citizens, conducting several surveys to get a feel for what the town wants for their future here.

#### **SUMMARY:**

The Planning & Zoning Commission was presented with the final draft of the Comprehensive Plan on February 12, 2025. There were few questions, as Rick Engineering has produced an exhaustive proposal on our behalf.

#### **FISCAL IMPACT:**

The Town of Wiggins' future budgets will not be directly or significantly impacted until we see more developers come to the area.

#### **APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:**

The Comprehensive Plan provides very clear guidance to the Planning Department, townspeople and developers on our path to growth.

#### **OPTIONS AVAILABLE TO THE BOARD OF TRUSTEES:**

- The Board of Trustees may approve the resolution staff has provided for their consideration.

- The Board of Trustees may disapprove the resolution and direct the Town Attorney to prepare a resolution of disapproval for consideration at the Board's next meeting.

**MOTION FOR APPROVAL:**

I make the motion to adopt Resolution 04-2025- Resolution Adopting a New Comprehensive Plan For The Town Of Wiggins

**ACTION REQUIRED:**

Motion, Second, Roll-Call, Vote.

(Resolutions require affirmative votes from the majority of Trustees present.)

**TOWN OF WIGGINS  
RESOLUTION NO. 04-2025**

**A RESOLUTION APPROVING A NEW COMPREHENSIVE PLAN FOR THE TOWN OF WIGGINS**

**WHEREAS**, pursuant to C.R.S. 31-23-206, the Wiggins Planning and Zoning Commission (the “Commission”) has prepared a new comprehensive plan for the Town titled “Wiggins Connected Comprehensive Plan;” and

**WHEREAS**, on February 11, 2025, the Commission held a properly noticed public hearing on the new Comprehensive Plan, at which hearing interested persons presented testimony to the Commission and documents were made a part of the record; and

**WHEREAS**, based upon the testimony and documents presented at such public hearing, the Commission by P& Z Resolution No. 01-2025 adopted the new Comprehensive Plan; and

**WHEREAS**, the Board of Trustees desires to approve the new Comprehensive Plan.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF WIGGINS, COLORADO:**

**Section 1.** The Board of Trustees hereby approves the Wiggins Connected Comprehensive Plan.

**Section 2.** Pursuant to C.R.S. § 31-23-208, a certified copy of the Comprehensive Plan shall be provided to the Morgan County Board of County Commissioners and a certified copy shall be filed with the Clerk and Recorder of Morgan County.

**INTRODUCED, READ, AND RESOLVED THIS 26TH DAY OF FEBRUARY, 2025.**

TOWN OF WIGGINS, COLORADO

\_\_\_\_\_  
Chris Franzen, Mayor

ATTEST:

\_\_\_\_\_  
Nichole Seiber, Town Clerk

# **Item Number 6**

# **Consideration of Resolution 05- 2025**

**TOWN OF WIGGINS  
RESOLUTION NO. 05-2025**

**A RESOLUTION AUTHORIZING THE TOWN MANAGER TO FILE A SUBDIVISION EXEMPTION  
APPLICATION WITH THE COUNTY**

WHEREAS, the Board of Trustees has determined it is appropriate for the Town to file a subdivision exemption application for the Town-owned property located at 3261 County Road U and desires to authorize the Town Manager to file the application with the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF WIGGINS, COLORADO, AS FOLLOWS:**

**Section 1.** The Town Manager is hereby authorized to file with Morgan County an Application for Exemption from Subdivision Regulations for the Town-owned property located at 3261 County Road U (the "Property").

**Section 2.** The Town Manager and Town Staff are further authorized to do all things necessary on behalf of the Town to perform the obligations of the Town and to execute and deliver any and all documents related to the subdivision of the Property.

**INTRODUCED, ADOPTED, AND RESOLVED THIS 26TH DAY OF FEBRUARY, 2025.**

TOWN OF WIGGINS, COLORADO

\_\_\_\_\_  
Christopher Franzen, Mayor

ATTEST:

\_\_\_\_\_  
Nichole Seiber, Town Clerk

**STAFF SUMMARY**



**Board of Trustees Meeting  
February 26, 2025**

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**DATE:** February 21, 2025

**AGENDA ITEM NUMBER:** 7

**TOPIC:** First Reading of Ordinance Adopting the Model Traffic Code – Consideration of Ordinance 02-2025

**STAFF MEMBER RESPONSIBLE:** Nichole Seiber, Town Clerk/Treasurer

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**BACKGROUND:**

The subject matter of the Model Traffic Code relates primarily to comprehensive traffic control regulations for the town of Wiggins and is what the Town of Wiggins Police Department uses as a guide for issuing municipal citations and summons as it relates to traffic offenses.

The Model Traffic Code for Colorado was originally adopted by Colorado in 1952 and has been subsequently revised in 1962, 1966, 1970, 1973, 1974, 1977, 1995, 2003, 2009, 2010, 2018 and 2020.

When the town of Wiggins Board of trustees adopted the 1995 version of the Model Traffic Code for Colorado in 2019, the Model Traffic Code for Colorado had undergone four revisions that occurred in 2003, 2009, 2010 and 2018, with the most recent revision occurring in 2020.

**SUMMARY:**

On November 19, 2019, the Town of Wiggins Board of Trustees adopted the 1995 version of the Model Traffic Code for Colorado. Revisions to the Model Traffic Code of Colorado reflect updates and changes that have been made to title 42 of the Colorado revised Statute. Some of the updates and changes can range anywhere from additions to deletions of certain statutes as well as changes in the wording and sentencing requirements.

At the February 12, 2025 Work Session, staff presented a summary of some of the key differences between the 2020 and 2024 versions.

The additions and modifications to the MTC will allow the Wiggins Police Department <sup>047</sup>

to keep the vast majority of the traffic citations written in Municipal Court as opposed to writing them into County Court.

**FISCAL IMPACT:**

There are no costs or fees associated with the adoption of the Model Traffic Code for Colorado.

**APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:**

The Wiggins Colorado Police Department serves the citizens of the Town of Wiggins and in order to do that successfully they need to have the latest and most update information available to them.

**OPTIONS AVAILABE TO THE BOARD OF TRUSTEES:**

- The Board of Trustees may approve the resolution staff has provided for their consideration.
- The Board of Trustees may disapprove the resolution and direct the Town Attorney to prepare a resolution of disapproval for consideration at the Board’s next meeting.

**MOTION FOR APPROVAL:**

I make the motion to adopt Ordinance 02-2025- Ordinance Adopting by Reference the 2024 Edition of the Model Traffic Code for Colorado for the Regulation of Traffic in the Town of Wiggins, Colorado – Adoption on First Reading and Schedule Public Hearing for March 12, 2025.

**ACTION REQUIRED:**

Motion, Second, Roll-Call, Vote.

(Resolutions require affirmative votes from the majority of Trustees present.)



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- 106. Who may restrict right to use highways.
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- 108. Public officers to obey provisions - exceptions for emergency vehicles.
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- 109.5. Low-speed electric vehicles.
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1401. Reckless driving - penalty.

1402. Careless driving - penalty.

1402.5. Vulnerable road user - prohibition - violations and penalties - definition.

1403. Following fire apparatus prohibited.

1404. Crossing fire hose.

- 1405. Riding in trailers.
- 1406. Foreign matter on highway prohibited.
- 1407. Spilling loads on highways prohibited - prevention of spilling of aggregate, trash, or recyclables.
- 1407.5. Splash guards - when required.
- 1408. Operation of motor vehicles on property under control of or owned by parks and recreation districts.
- 1409. Compulsory insurance - penalty - legislative intent.
- 1410. Proof of financial responsibility required - suspension of license.
- 1411. Use of earphones while driving.
- 1412. Operation of bicycles and other human-powered vehicles.
- 1412.5. Statewide regulation of certain persons approaching intersections who are not operating motor vehicles - status of existing local ordinance or resolution - legislative declaration - definitions.
- 1413. Eluding or attempting to elude a police officer.
- 1414. Use of dyed fuel on highways prohibited.
- 1415. Radar jamming devices prohibited - penalty.

## Part 15 Motorcycles

- 1501. Traffic laws apply to persons operating motorcycles - special permits.
- 1502. Riding on motorcycles - protective helmet.
- 1503. Operating motorcycles on roadways laned for traffic.
- 1504. Clinging to other vehicles.

## Part 16 Accidents And Accident Reports (Omitted)

## Part 17 Penalties And Procedure

- 1701. Traffic offenses and infractions classified - penalties - penalty and surcharge schedule - repeal.
- 1702. Alcohol- or drug-related traffic offenses - collateral attack.



- 1703. Parties to a crime.
- 1704. Offenses by persons controlling vehicles.
- 1705. Person arrested to be taken before the proper court.
- 1706. Juveniles - convicted - arrested and incarcerated - provisions for confinement.
- 1707. Summons and complaint or penalty assessment notice for misdemeanors, petty offenses, and misdemeanor traffic offenses - release - registration.
- 1708. Traffic infractions - proper court for hearing, burden of proof - appeal - collateral attack.
- 1709. Penalty assessment notice for traffic infractions - violations of provisions by officer - driver's license.
- 1710. Failure to pay penalty for traffic infractions - failure of parent or guardian to sign penalty assessment notice - procedures.
- 1711. Compliance with promise to appear.
- 1712. Procedure prescribed not exclusive.
- 1713. Conviction record inadmissible in civil action.
- 1714. Traffic violation not to affect credibility of witness.
- 1715. Convictions, judgments, and charges recorded - public inspection.
- 1716. Notice to appear or pay fine - failure to appear - penalty.
- 1717. Conviction - attendance at driver improvement school - rules.
- 1718. Electronic transmission of data - standards.
- 1719. Violations - commercial driver's license - compliance with federal regulation.

## Part 18 Vehicles Abandoned On Public Property

- 1801. Legislative declaration.
- 1802. Definitions.
- 1803. Abandonment of motor vehicles - public property.
- 1804. Report of abandoned motor vehicles - owner's opportunity to request hearing.
- 1805. Appraisal of abandoned motor vehicles - sale.
- 1806. Liens upon towed motor vehicles.
- 1807. Perfection of lien.

1808. Foreclosure of lien.

1809. Proceeds of sale.

1810. Transfer and purge of certificates of title.

1811. Penalty.

1812. Exemptions.

1813. Local regulations.

1814. Violation of motor vehicle registration or inspection laws - separate statutory provision.

### Part 19 School Bus Requirements

1901. School buses - equipped with supplementary brake retarders.

1902. School bus drivers - special training required.

1903. School buses - stops - signs - passing.

1904. Regulations for school buses - regulations on discharge of passengers - penalty - exception.

**TOWN OF WIGGINS  
ORDINANCE NO. 02-2025**

**ADOPTING BY REFERENCE THE 2024 EDITION OF THE “MODEL TRAFFIC CODE FOR COLORADO”  
FOR THE REGULATION OF TRAFFIC IN THE TOWN OF WIGGINS, COLORADO**

**WHEREAS**, pursuant to C.R.S. § 42-4-110(1)(b), municipalities may, in the manner prescribed by Article 16 of Title 31, C.R.S., adopt by reference all or any part of a model municipal traffic code that embodies the rules of the road and vehicle requirements as set out in the state traffic laws; and

**WHEREAS**, the Colorado Department of Transportation has prepared and adopted a 2024 revised edition of the Model Traffic Code for Colorado; and

**WHEREAS**, the Board of Trustees desires to adopt by reference the 2024 Model Traffic Code for Colorado and has provided notice of the adoption of such Code by reference in the manner required by C.R.S. § 31-16-203;

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF WIGGINS, COLORADO:**

**Section 1.** Section 70.01 of the Wiggins Municipal Code is hereby repealed and reenacted to read as follows:

**§ 70.01 Adoption.**

(A) Pursuant to Parts 1 and 2 of Article 16 of Title 31, C.R.S., there is hereby adopted by reference the 2024 edition of the *Model Traffic Code for Colorado* promulgated and published by the Colorado Department of Transportation, Traffic Safety and Engineering Services, 2829 W Howard Place, Denver, CO 80204.

(B) The subject matter of the Model Traffic Code relates primarily to comprehensive traffic control regulations for the town. The purpose of this chapter and the Model Traffic Code adopted herein is to provide a system of traffic regulations consistent with state law and generally conforming to similar regulations throughout the state and the nation. Copies of the Model Traffic Code adopted herein are on file in the office of the Town Clerk, and may be inspected during regular business hours.

**Section 2.** Section 70.02 of the Wiggins Municipal Code is hereby repealed and reenacted to read as follows:

**§ 70.02 Amendments and Deletions.**

The *Model Traffic Code*, 2024 Edition, is hereby amended as follows: **Section 1701** is deleted.

**Section 3.** The penalties for violations of the adopted Model Traffic Code, which are set forth in Sections 70.06 and 70.07 of the Wiggins Municipal Code, are hereby ratified and confirmed, and shall remain applicable to violations of the adopted 2024 edition of the Model Traffic Code.

**Section 4.** If any article, section, paragraph, sentence, clause, or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this ordinance. The Board of Trustees hereby declares that it would have passed this ordinance and each part or parts hereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

**Section 5.** The repeal or modification of any ordinance or part thereof by this ordinance shall not release, extinguish, alter, modify, or change in whole or in part any penalty, forfeiture, or liability, either civil or criminal, which shall have been incurred under such provision, and each provision shall be treated and held as still remaining in force for the purpose of sustaining any and all proper actions, suits, proceedings, and prosecutions for the enforcement of the penalty, forfeiture, or liability, as well as for the purpose of sustaining any judgment, decree, or order which can or may be rendered, entered, or made in such actions, suits, proceedings, or prosecutions.

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED PUBLISHED, BY TITLE ONLY, by the Board of Trustees of the Town of Wiggins, Colorado this 26th day of February, 2025.

TOWN OF WIGGINS, COLORADO

\_\_\_\_\_  
Chris Franzen, Mayor

ATTEST:

\_\_\_\_\_  
Nichole Seiber, Town Clerk

I, Nichole Seiber, Town Clerk of the Town of Wiggins, Colorado, hereby certify and attest that the foregoing Ordinance No. \_\_\_\_\_ was introduced, read, adopted and ordered published by title only, at a regular meeting of the Board of Trustees of the Town of Wiggins, Colorado on the \_\_\_\_ day of \_\_\_\_\_, 2025. This Ordinance was published in The Fort Morgan Times on \_\_\_\_\_, 2025.

Dated \_\_\_\_\_.



## STAFF SUMMARY

### Board of Trustees Meeting February 26, 2025

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**DATE:** February 21, 2025

**AGENDA ITEM NUMBER:** 8

**TOPIC:** Approval of Municipal Court Fine Schedule and Reduction in Surcharge – Consideration of Ordinance 03-2025

**STAFF MEMBER RESPONSIBLE:** Nichole Seiber, Town Clerk/Treasurer

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#### **BACKGROUND:**

On February 12, 2025 the current fine schedule was brought forth to the Board of Trustees. The schedule has not been updated since 2022. The Board of Trustees is authorized to establish fines applicable to municipal ordinance violations.

#### **SUMMARY:**

Town staff, in consultation with the Municipal Court Judge, has proposed an updated Schedule of Fines for municipal ordinance violations.

#### **FISCAL IMPACT:**

There are no costs or fees associated with the adoption of the new Fine Schedule.

#### **APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:**

The Wiggins Colorado Police Department serves the citizens of the Town of Wiggins and in order to do that successfully they need to have the latest and most update information available to them.

#### **OPTIONS AVAILABLE TO THE BOARD OF TRUSTEES:**

- The Board of Trustees may approve the resolution staff has provided for their consideration.
- The Board of Trustees may disapprove the resolution and direct the Town Attorney to prepare a resolution of disapproval for consideration at the Board's next meeting.

**MOTION FOR APPROVAL:**

I make the motion to adopt Ordinance 03-2025 An Ordinance Approving a Municipal Court Fine and Fee Schedule for Ordinance Violations and Amending Section 32.07 of the Wiggins Municipal Code to Reduce the Surcharge on Municipal Ordinance Violations.

**ACTION REQUIRED:**

Motion, Second, Roll-Call, Vote.

(Resolutions require affirmative votes from the majority of Trustees present.)

# MUNICIPAL COURT, TOWN OF WIGGINS, STATE OF COLORADO

## ORDER ESTABLISHING SCHEDULE OF FINES

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This Schedule of Fines is authorized and published by this Court Order pursuant to Colorado Municipal Court Rules of Procedure (“CRMCP”) Rule 210, the Model Traffic Code for Colorado (“MTC”) as adopted by the Town of Wiggins, and the ordinances of the Town of Wiggins (“Wiggins Town Code” or “WTC”). The Court is authorized to and hereby establishes and continues the procedures for the payment to the Court Clerk according to a fine schedule in lieu of appearance in Court. This Order shall be published and prominently posted where fines are to be paid.

Unless prohibited by this Order, the Wiggins Police Department officers, and any other similarly designated Town personnel pursuant to WTC, are authorized to issue penalty assessment notices for violations of Wiggins Town Code and the Court Clerk, or other such designated person designated by the Court, is authorized to accept payment for such notices according to this schedule of fines in lieu of a court appearance. Except when mandatory court appearance is required, any person charged with a violation may pay the designated fine and surcharge(s) for the violation prior to the date and time set for the first appearance.

The Wiggins Municipal Court is a court of record pursuant to Wiggins Town Code §32.01. Pursuant to Colorado Revised Statute (“C.R.S”) §13-10-113(1), any person convicted of violating a Municipal Ordinance may be incarcerated for a period not to exceed three hundred sixty-four (364) days or fined an amount not to exceed two thousand six hundred fifty dollars (\$2,650), or both. The maximum fine shall be adjusted for inflation per C.R.S. §13-10-113(1)(b).

### **Mandatory Summons**

The following violations may not be paid early, and court appearance is required.

- 1) Violations resulting in an accident causing serious bodily injury, death or appreciable/substantial property damage;
- 2) Violations not listed on this Fine Schedule;
- 3) Violations allegedly committed by a Defendant under 18 years of age;
- 4) Reckless Driving (MTC §1401);
- 5) Exhibition of Speed or Speed Contest (MTC §1105);
- 6) Failure to Stop for a School Bus (MTC §1903);
- 7) Eluding or attempting to elude a police officer (MTC §1413);
- 8) Speeding twenty-five (25) miles or more over the posted speed limit (MTC §1101);
- 9) Speeding forty (40) miles or more over the posted speed limit (MTC §1101); and
- 10) Violations of MTC §§ 501-509, unless otherwise specified below in this Fine Schedule.



**PART ONE: TRAFFIC VIOLATIONS**

a. Model Traffic Code violations - Except as otherwise indicated, the fines for point violations issued as a penalty assessment shall be as follows:

<b>Schedule of Fines (unless otherwise stated)</b>	<b>Fine*</b>
Zero (0) Point and Parking Violations	\$60
One (1) Point Violations	\$80
Two (2) Point Violations	\$100
Three (3) Point Violations	\$125
Four (4) Point Violations	\$150
Five (5) Point Violations	\$250
Six (6) Point Violations	\$390
Eight (8) Point Violations	Summons
Twelve (12) Point Violations	Summons
No Insurance	Summons

b. Fine Schedule for exceptions to above:

<b>Model Traffic Code §§</b>	<b>Description</b>	<b>Fine*</b>
107	Obedience to police officer	Summons
225(1)	Inadequate muffler (non-CMV)	\$100
225(1.5)	Inadequate brake muffler (“Jake Brake”)	\$500
235	Minimum safety standards	\$100
236	Child restraints	\$100
239(2)	Misuse of wireless devices (Under 18)	\$100
239(3)	Misuse of wireless devices (Texting)	\$300
507 and 508	Overweight vehicles 1-2500 pounds overweight 2501-5000 pounds overweight 5001-7500 pounds overweight 7501-10,000 pounds overweight Over 10,000 pounds overweight	\$100 \$200 \$400 \$800 \$800 plus \$300 for each 1000 pounds overweight up to a maximum of \$2,650
509(3)	Failure to stop and weigh	\$500
512	Street damage	Summons
607(1)	Interference with official devices	\$100
607(2)	Sell/possess electronic device to change traffic control device	\$500
614	Construction Zone designation – Increase in Penalties for speeding violations	Fines Double
615	School Zone designation – Increase in Penalties for speeding violations	Fines Double
705	Operation on approach of emergency vehicle	\$150
707	Fail to stop at RR tracks HazMat	\$300

1101	Speeding 25+ mph over speed limit	Summons
1105	Speed Contest	Summons
1201	Starting parked vehicle	\$75
1202	Vehicles in roadway	\$60
1208	Handicap parking – <i>1<sup>st</sup> offense</i>	\$350
1208	Handicap parking – <i>Subsequent offense</i>	Summons
1211	Unsafe backing	\$60
1401	Reckless driving	Summons
1402	Careless driving – causing bodily injury or death to another	Summons
1403	Following fire truck	\$150
1404	Crossing fire hose	\$250
1406	Throwing matter on highway	\$200
1407(3)(a) or (b)	Spilling loads – <i>1<sup>st</sup> offense</i>	\$300
1407(3)(a) or (b)	Spilling loads – <i>Subsequent offense</i>	Summons
1407(3)(c)	Spilling loads – Hazardous Material	Summons
1409	No insurance	Summons
1412	Bicycle offenses	\$50
1413	Eluding	Summons
1415	Radar jamming devices	\$500
1903	Passing school bus – <i>1<sup>st</sup> offense</i>	\$390
1903	Passing school bus – <i>Subsequent offense</i>	Summons

\*Fines may be increased by \$50 if the violation involved an accident. Fines shall be doubled for moving violations occurring in construction or school zones.

WTC §	Description	First Offense	Subsequent Offense
70.20	Truck route violations	\$150	Summons
70.21	Parking oversize vehicles	\$150	Summons
71.03	Restrictions on the operation of golf carts	\$80	Summons
71.04	Golf cart operation within the roadway	\$80	Summons
71.05	Unregistered golf cart	\$40	Summons

## **PART TWO: SCHEDULE OF FINES-ORDINANCE VIOLATIONS**

### **ANIMAL ORDINANCES**

WTC §	Description	First Offense	Subsequent Offense
90.02(A)	License and registration required	\$50	Summons
90.02(B)	Rabies vaccination required	\$150	Summons
90.03	Animal type/number restrictions	\$50	Summons
90.05	Interference/hindering animal control	Summons	Summons
90.20	Animal nuisance/noise	\$75	Summons
90.21	Animal at large	\$75	Summons
90.22	Leash law	\$50	Summons
90.23	Improper care of animals	Summons	Summons
90.24	Cruelty to animals – neglect of animals	Summons	Summons
90.25	Poisoning animals; traps	Summons	Summons

90.27	Unlawful ownership of vicious dogs	Summons	Summons
90.99	Proper disposal of pet waste	\$75	Summons

### HEALTH & SAFETY ORDINANCES

WTC §	Description	First Offense	Subsequent Offense
91.021	Nuisance – trash, junk and debris	\$100	Summons
91.022	Accumulations – trash, junk and debris	\$100	Summons
91.036	Nuisance – landscape materials on a public ROW	\$100	Summons
91.051	Dangerous building or structure	Summons	Summons
91.071	Nuisance – weeds and vegetation	\$100	Summons
91.072	Accumulations – weeds and vegetation	\$100	Summons
92.04	Abandonment and public keeping of vehicles	\$100	Summons
92.05	Junked vehicles	\$100	Summons
92.07	Sleeper vehicles	\$100	Summons
93.02	Unsafe sidewalks and ROW	\$100	Summons

### MISCELLANEOUS ORDINANCES

WTC §	Description	First Offense	Subsequent Offense
52.07	Watering Restrictions	\$250	Summons
94.02	Fireworks possession and discharge	\$300	Summons
94.06	Sale and possession of fireworks during ban	\$300	Summons
94.20	Open burning	\$150	Summons
94.22	Buring during ban	\$150	Summons
95.02	Emergency false alarms (after 3 false alarms)	\$75	Summons

### CRIMINAL ORDINANCES

WTC §	Description	First Offense	Subsequent Offense
130.15	Theft	Summons	Summons
130.16	Theft of services	Summons	Summons
130.17	Fraud by check	Summons	Summons
130.18	Trespass	Summons	Summons
130.19	Criminal mischief	Summons	Summons
130.20	Defacing public property	Summons	Summons
130.21	Littering	\$150	Summons
131.01	Escape from custody	Summons	Summons
131.02	Resisting arrest	Summons	Summons
131.03	Obstructing police officers	Summons	Summons
131.04	Refusing to aid a police officer	Summons	Summons
131.05	Impersonating a police officer or public servant	Summons	Summons
131.06	False reporting	Summons	Summons
131.07	Violations of a restraining order	Summons	Summons
132.01	Harassment	Summons	Summons
132.03	Assault	Summons	Summons
133.01	Breach of peace	Summons	Summons
133.02	Open containers of alcoholic beverages	\$150	Summons

133.03	Disorderly conduct	Summons	Summons
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**ORDINANCES INVOLVING MINORS**

WTC §	Description	First Offense	Subsequent Offense
134.02	Possession or consumption of alcohol	Summons	Summons
134.03	Sale of alcohol to person under 21	Summons	Summons
134.27	Curfew	Summons	Summons
130.18	Trespass	Summons	Summons
130.19	Criminal mischief	Summons	Summons

**PART THREE: COURT/OTHER COSTS**

Schedule of Fees (unless otherwise stated)	Fees
Court surcharge (all municipal citations)	\$50
Deferral Surcharge	\$25
Jury trial court costs	\$25
Appeal fee	Cost of transcript

**PART FOUR: RELATED FINE PROCEDURES**

- 1) Summons and Complaints alleging more than one traffic related violation may receive a plea bargain offer prior to appearing in Court provided the combined total of original points is no greater than six (6) points. If the combined total of original points is greater than six (6) points the Summons shall require an appearance before the Court.
- 2) Summons and Complaints alleging more than one general ordinance violation shall require an appearance before the Court.
- 3) Any person who resolves their case through a plea bargain with the Town Attorney or Town Prosecutor, either by mail or in person, shall pay the fine schedule amount for the original violation(s).
- 4) Any person who enters a plea of guilty as part of a plea-bargained disposition and who does not wish to pay the scheduled fine must appear as directed on the Summons and Complaint.
- 5) Stays of execution may be granted by the office of the Municipal Court through a process agreed to by the Presiding Municipal Court Judge and Municipal Court.
- 6) The payment of the scheduled fine shall constitute a final judgment and conviction of the offense(s) charged.
- 7) Any person charged with violations other than those listed in this Fine Schedule shall appear in Municipal Court.
- 8) At the time of sentencing, and based on the Judge’s discretion, fines may be increased or decreased depending on mitigating or aggravating circumstances.

Done and ordered this 26<sup>th</sup> day of February 2025.

Holly D. Coulehan,  
Municipal Court Judge

On **February 26, 2025**, the Wiggins Board of Trustees reviewed and approved this Fine Schedule:

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Chris Franzen, Mayor

ATTEST:

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Nichole Seiber, Town Clerk

**TOWN OF WIGGINS  
ORDINANCE NO. 03-2025**

**AN ORDINANCE APPROVING A MUNICIPAL COURT FINE AND FEE SCHEDULE FOR ORDINANCE VIOLATIONS AND AMENDING SECTION 32.07 OF THE WIGGINS MUNICIPAL CODE TO REDUCE THE SURCHARGE ON MUNICIPAL ORDINANCE VIOLATIONS**

**WHEREAS**, the Board of Trustees is authorized pursuant to State law, including but not limited to C.R.S. § 13-10-113, to establish fines applicable to municipal ordinance violations; and

**WHEREAS**, Town staff, in consultation with the Municipal Court Judge, has proposed an updated Schedule of Fines for municipal ordinance violations; and

**WHEREAS**, the Board of Trustees has reviewed the proposed Schedule of Fines and finds that it should be approved; and

**WHEREAS**, the Board of Trustees previously approved a \$65 surcharge to be assessed on every summons or complaint issued or case charged in to the Town Municipal Court or deferred sentence and judgment, including penalty assessments, but excluding parking violations; and

**WHEREAS**, Town staff has recommended this surcharge be reduced to \$50; and

**WHEREAS**, the Board of Trustees desires to amend Section 32.07 of the Municipal Code to reflect the reduced surcharge.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF WIGGINS, COLORADO:**

**Section 1.** The Wiggins Municipal Court Fine Schedule is hereby approved in essentially the same form as the copy of such schedule attached to this Ordinance.

**Section 2.** Section 32.07 of the Wiggins Municipal Code is hereby amended to read as follows (words to be deleted are ~~stricken through~~; words to be added are underlined):

**§ 32.07 SURCHARGE ON MUNICIPAL ORDINANCE VIOLATIONS.**

(A) A surcharge in the amount of ~~\$65~~ \$50.00 shall be assessed in every summons/complaint issued or case charged into the Town Municipal Court that results in a conviction (whether by plea or at trial) or deferred sentence and judgment, including penalty assessments, but excluding parking violations.

(B) The surcharge levied pursuant to this section is separate and distinct from any and all other costs, fines and fees assessed or levied by the Municipal Court.

(C) All surcharges collected or received by the Municipal Court pursuant to this section shall be deposited in the General Fund account/a separate account to be used for the purposes set forth herein.

(D) The primary use of the surcharge shall be to fund costs of the Town Police Department, including, but not limited to, costs incurred in connection with training and equipment needs of the Police Department.

(E) The surcharge imposed by this section may not be suspended or waived by the court unless the court determines the defendant is indigent.

**Section 3.** If any article, section, paragraph, sentence, clause, or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this ordinance. The Board of Trustees hereby declares that it would have passed this ordinance and each part or parts hereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

**Section 4.** The repeal or modification of any ordinance or part thereof by this ordinance shall not release, extinguish, alter, modify, or change in whole or in part any penalty, forfeiture, or liability, either civil or criminal, which shall have been incurred under such provision, and each provision shall be treated and held as still remaining in force for the purpose of sustaining any and all proper actions, suits, proceedings, and prosecutions for the enforcement of the penalty, forfeiture, or liability, as well as for the purpose of sustaining any judgment, decree, or order which can or may be rendered, entered, or made in such actions, suits, proceedings, or prosecutions.

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED PUBLISHED, BY TITLE ONLY, by the Board of Trustees of the Town of Wiggins, Colorado this 26th day of February, 2025.

TOWN OF WIGGINS, COLORADO

\_\_\_\_\_  
Chris Franzen, Mayor

ATTEST:

\_\_\_\_\_  
Nichole Seiber, Town Clerk

I, Nichole Seiber, Town Clerk of the Town of Wiggins, Colorado, hereby certify and attest that the foregoing Ordinance No. \_\_\_\_\_ was introduced, read, adopted and ordered published by title only, at a regular meeting of the Board of Trustees of the Town of Wiggins, Colorado on the \_\_\_\_ day of \_\_\_\_\_, 2025. This Ordinance was published in The Fort Morgan Times on \_\_\_\_\_, 2025.

Dated \_\_\_\_\_.



**PASTURELAND LEASE AGREEMENT WITH HUNTING PRIVILEGES  
(Knieval Property)**

**THIS PASTURELAND FARM LEASE AGREEMENT** (“Lease”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between TOWN OF WIGGINS, COLORADO, a Colorado municipal corporation (“Landlord”), and MICHAEL K. MILLER AND CAREY R. MILLER (collectively, the “Tenant”).

NOW, THEREFORE, Landlord and Tenant agree as follows:

1. Leased Property. Landlord hereby leases to Tenant the following real property, as legally described on **Exhibit A** attached hereto, (hereinafter the “Leased Property”) located in the W 1/2, Section 22, Township 4N, Range 60W of the 6<sup>th</sup> Principal Meridian. The Leased Property is approximately 270 acres as depicted in **Exhibit B**.

2. Term; Rent. The term of this Lease shall commence on the date first written above and ending on December 31, 2030, unless sooner terminated by the mutual written consent of the Landlord and Tenant or as provided in as provided in this Lease. As consideration for this Lease, the Tenant shall pay the Landlord rent in the amount of \$3,510.00 (\$13 acre x 270 acres), which such amount shall be due on or before January 31 of each year of this Lease.

3. Condition of Leased Property; Risk of Loss. Prior to signing this Lease, the Tenant inspected the Leased Property and leases it in an “as is” condition. No additional representation, statement, or warranty, express or implied, has been made by or on behalf of the Landlord as to the condition of the Leased Property. In no event shall the Landlord be liable for any defect in the Leased Property or for any limitation on its use for farmland. Tenant assumes the risk of loss or damage to any crops or Tenant property, whether from windstorm, fire, earthquake, snow, flood, water run-off, soil conditions, or any other causes whatsoever. Tenant expressly recognizes that Landlord and other entities intend to store, recharge, and use water adjacent to the Leased Property and hereby agrees it will not hold the Town or such other entities liable for any damages caused to the Tenant’s crops or other property by the storage, recharge and use of water adjacent to the Leased Property, including, but not limited to, any damage caused by a rise in the water table, flooding, or other damages or inconveniences which are a reasonably foreseeable consequence of Landlord’s and the other entities’ intended uses of the property adjacent to the Leased Property.

4. Permitted and Required Uses. Tenant may occupy and use the Leased Property for the following uses and practices:

a. Agricultural uses, including the open growing of crops and keeping of livestock, the types of which shall be approved by the Landlord in advance, but which approval by the Landlord shall not be unreasonably withheld, delayed or conditioned, and at levels consistent with applicable zoning ordinances and regulations for the Leased Property, and with any soil and conservation plans applicable to the Leased Property. **This Lease is a pastureland lease. Tenants shall not be entitled to use any water on the Leased Property for irrigation during the term of the Lease.**

b. Use of agrichemicals, including but not limited to, fertilizers and biocides, but only in those amounts and with that frequency of application necessary to accomplish Tenant’s permitted agricultural uses.

c. Control by legally authorized techniques of predatory animals and problem species which have caused or are likely to cause damage to crops or other property of Tenant.

d. Tenant shall be permitted, in Tenant's reasonable discretion to harvest the crops on the Leased Property and to use the buildings, corrals, storage bins and units, and business equipment necessary to complete the harvest and sale of the crops that are on the Leased Property as of the date of this Lease and that may be grown any time after the date of this Lease.

e. For hunting purposes during the season established and in accordance with the laws, rules, and regulations of the State of Colorado and County of Morgan.

f. There shall be no principal use of the Leased Property other than for the uses described herein.

5. Limitation on Hunting Privileges.

a. Tenant and their guests shall have and possess valid Colorado hunting licenses that cover the species the Tenant intends to hunt on the Lease Property.

b. Tenants and their shall comply with all Colorado, federal, and local hunting laws and regulations. Should the Tenant or any guest violate applicable laws and regulations, the Landlord may immediately terminate this Lease.

c. While on the Leased Property, Tenant and their guests shall: (1) maintain safe gun handling practices; (2) never shoot in the direction of any people, buildings, or livestock; (3) leave all gates as Tenant finds them; (4) use proper care in crossing fences; (5) operate vehicles only on established roadways or lanes; (6) not use alcohol or unlawful drugs; and (7) build no fires.

d. Tenant agrees that the Leased Property shall be kept free of litter at all times and that litter or trash will be removed by Tenant.

e. Tenant may allow guests to use the Leased Property when accompanied by Tenant, but Tenant is prohibited from charging a fee or requiring remuneration in exchange for granting permission to anyone to hunt on the Leased Premises. Further, no commercial hunting, fishing, or guide activities may occur on the property by the tenant or his guests.

f. Tenant recognizes the inherent dangers associated with hunting, both natural and human-created. Tenant recognizes that accidents involving firearms, ammunition, falling trees, hidden ground openings, poisonous plants and animals, and various other dangers may forcibly occur on the Leased Property. Tenant acknowledges his recognition of these dangers and the possible existence of dangerous physical conditions on the premises such as, but not limited to, those described on the enclosed map. With the aforementioned recognitions in mind, the Tenant agrees to indemnify and hold harmless the Landlord, its officials, officers, employees, and agents from all claims, suits, losses, personal injuries, deaths, property liability, and all other liability resulting directly or indirectly from or on account of hunting activities engaged in by Tenant or Tenant's guests on the Leased Property, said obligation to indemnify extending to the reimbursement of Landlord for all expenses and suits including but not limited to, judgments, attorney fees, and court costs

6. Maintenance. Landlord shall have no obligation to repair, replace, improve, or maintain any portion of the Leased Property. Tenant shall at all times during the term of this Lease and at Tenant's sole expense maintain the Leased Property in a reasonably good and safe condition. Tenants shall use reasonable care to prevent waste, damage, or injury to the Leased Property, and shall conduct agricultural operations in accordance with prevailing standards of husbandry. Tenant, and Tenant's agents and employees, may not cut or damage trees, roads, water facilities, ponds or dwellings, fences, buildings, or other property on the Leased Property without the prior written consent of Landlord, which consent shall not be unreasonably conditioned, delayed or withheld by Landlord. Tenant, and Tenant's agents and employees, agree to repair any material damage Tenant, or Tenant's agents and employees, may cause on the Leased Property and to return the Leased Property to Landlord in the condition a reasonable person would expect the Leased Property to be in after the completion by Tenant, and Tenant's agents and employees, of the Permitted and Required Uses in Section 4 of this Lease excepting ordinary wear and tear and damage by acts of God. Tenant, and Tenant's agents and employees, shall comply with all applicable ordinances, resolutions, rules, and regulations in its use and occupancy of the Leased Property. If Tenant fails to comply with its obligations under this Section, Landlord may at its option terminate this Lease as provided herein or take such measures as it determines necessary to bring the Leased Property into compliance with the terms of this Lease, and the cost of such measures shall be paid by Tenant. Upon termination of this Lease, the Tenant shall return the Leased Property to the Landlord in the condition a reasonable person would expect the Leased Property to be in after the completion by the Tenant, and Tenant's agents and employees, of the Permitted and Required Uses in Section 4 of this Lease excepting ordinary wear and tear and damage by acts of God.

7. Utilities, Supplies & Equipment. During the term of the Lease, the Tenant shall be solely responsible for payment of all utility services for the Leased Property (if any). Tenant shall promptly pay all utility charges as they become due. Tenant shall be solely responsible for the costs of all labor, machinery, fertilizer, chemicals, seed, and other items needed for farming, and shall promptly pay for all labor and materials furnished at the instance of Tenant.

8. Alterations and Improvements. Tenants shall not place, build, expand, alter, or add to any structures or other improvements on the Leased Property without the Landlord's prior written consent, which consent may not be unreasonably conditioned, delayed, or withheld by the Landlord.

9. Non-liability of Landlord. The landlord shall have no responsibility, liability, or obligation with respect to the safety or security of any personal property placed or located on, at, or in the Leased Property, it is acknowledged and understood by the Tenant that the safety and security of any such property is the sole responsibility and risk of Tenant.

10. Right of Entry; Reserved Uses. Upon prior notice to Tenant, Landlord shall at all times have the right to enter the Leased Property to inspect, improve, maintain, alter, or utilize the Leased Property at reasonable times and in any reasonable manner authorized to Landlord and which does not unreasonably interfere with Tenant's use and enjoyment of the Leased Property. In the exercise of its rights pursuant to this Lease, the Tenant, and the Tenant's agents and employees, shall use reasonable efforts to avoid any material damage or material interference with any Landlord installations, structures, utilities, or improvements on, under, or adjacent to the Leased Property.

11. Tenant Liability. Tenant shall be solely responsible for any reasonable and documented material damages suffered by the Landlord as a result of Tenant's use and occupancy of the Leased Property. Tenant agrees to indemnify and hold Landlord, its officers, agents, and employees harmless from and against all reasonable and documented liability, claims, damages, losses, and expenses, including but not limited to reasonable attorneys' fees, arising out of, resulting from, or in any way

connected with (a) Tenant's use and occupancy of the Leased Property; (b) any mechanics liens claimed or recorded against the Leased Property as a result of Tenant's use or occupancy thereof; or (c) the rights and obligations of Tenant under this Lease. Tenant agrees to hold harmless and make no claim against Landlord, its officers, agents, and employees for any damages which may be caused by the acts of Landlord, its officers, agents, and employees, to Tenant's crops, property, or improvements located upon the Leased Property; however, this shall not apply with respect to the grossly negligent, wanton and willful acts of Landlord, and Landlord's agents and employees.

12. Insurance. Tenants shall purchase and maintain for the full term of this Lease farm liability and general liability insurance, with minimum coverage of not less than \$350,000 for any injury to one person in any single occurrence, and \$1,000,000 for any injury to two or more persons in any single occurrence. The general liability insurance policy shall include coverage for bodily injury, property damage, and personal injury. Tenants shall also maintain workers compensation and employers liability insurance if and as required by the provisions of the Workers Compensation Act, as amended, of the State of Colorado. Before the commencement of activities under this Lease, the Tenant must present evidence of the required coverages to the Landlord. The required coverages shall be maintained for the term of this Lease, and the Tenant shall notify the Landlord of any material reduction or exhaustion of aggregate policy limits. If Tenant fails to purchase or maintain the insurance coverage stated required herein, the Landlord shall have the right to procure such insurance coverage at Tenant's expense.

13. Non-Waiver of CGIA. The parties understand and agree that the Landlord is relying on and does not waive or intend to waive by any provision of this Lease the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101 et seq. ("CGIA") as from time to time amended, or otherwise available to the Landlord, its officers, or its employees.

14. Breach; Remedies; Termination. At Landlord's option, it shall be deemed a breach of this Lease if Tenant defaults in the performance of any term of this Lease. In the event the Landlord elects to declare a breach, the Landlord shall give the Tenant twenty (20) days written notice requiring compliance with the specified terms and conditions of this Lease, or delivery of the possession of the Leased Property. In the event, that any default remains uncorrected after twenty-one (21) days written notice, the Landlord, at the Landlord's option, may declare the Lease term ended, repossess the Leased Property, and expel the Tenant without being deemed guilty of a trespass or of a forcible entry and detainer and without prejudice to any other remedies to which Landlord may be entitled. In addition to the foregoing, the Landlord may immediately terminate this Lease if the Landlord determines in its reasonable discretion that the Tenant's use of the Leased Property poses a material human health, safety, or welfare hazard or violates applicable laws, regulations, ordinances or water court decree, which such hazard or violation cannot be remedied. Further, the Landlord may terminate this Lease upon sixty (60) days' written notice to Tenant in the event the Landlord determines to develop or use all or a portion of the Leased Property in a manner Landlord determines will be incompatible with the continuation of this Lease, or if Landlord determines that all or a portion of the Leased Property is needed for the exclusive use of Landlord.

15. Notice. Any notices or communication required or permitted hereunder shall be given in writing and shall be personally delivered, or sent by United States mail, postage prepaid, registered or certified mail, return receipt requested, addressed to the recipient party and its address set forth in the first paragraph of this Lease. Notices shall be effective upon mailing.

16. Non-Waiver. A waiver by the Landlord of any breach of any term of this Lease shall not be deemed a waiver of any subsequent breach of the same or any other term or provision thereof.

17. No Sublease. The Lease granted herein is personal to the parties hereto, and the Tenant may not sublease or assign any of its interest in the Lease without the Landlord's prior written consent. The foregoing shall not preclude a lender's interest in crops.

18. Status of Tenant. The tenant acting under this Lease is not an employee, agent, or joint venture of the Landlord. Tenant's operations will not be supervised by any employee or official of the Landlord, nor will Tenant exercise supervision over any employee or official of the Landlord. Tenant shall not represent that Tenant is an employee, agent, or joint venture of the Landlord. Tenant shall supply all personnel, equipment, and materials at Tenant's sole expense. **Tenant is not entitled to Workers' Compensation benefits from the Landlord, and is obligated to pay federal and state income tax on money earned pursuant to this Lease.**

**IN WITNESS WHEREOF**, the parties have entered into this Pastureland Farm Lease Agreement on the date first above written.

LANDLORD: TOWN OF WIGGINS

By: \_\_\_\_\_  
Chris Franzen, Mayor

ATTEST:

\_\_\_\_\_  
Nichole Seiber, Town Clerk

TENANT:

By: \_\_\_\_\_  
Michael K. Miller

By: \_\_\_\_\_  
Carey R. Miller

**EXHIBIT A**

**LEGAL DESCRIPTION OF LEASED PROPERTY**

That property north of the Bijou canal and consisting of the E ½ of the W ½ of Section 15, Township 4 North, Range 60 West of the 6<sup>th</sup> and the NE ¼ of the W ½ of Section 22, Township 4 North, Range 60 West of the 6<sup>th</sup> as further depicted on the attached drawing.

**EXHIBIT B**  
**DEPICTION OF LEASED PROPERTY**

**TOWN OF WIGGINS  
ORDINANCE NO. 1-2025**

**AN ORDINANCE APPROVING A LEASE AGREEMENT FOR A PORTION OF THE KNIEVEL PROPERTY**

WHEREAS, the Board of Trustees has the power pursuant to Section 31-15-713(1)(c), C.R.S. to lease real estate owned by the municipality when deemed by the Board of Trustees to be in the best interest of the Town; and

WHEREAS, any lease for a period of over one year must be approved by ordinance of the Board of Trustees; and

WHEREAS, the Town is the owner of that certain real property known as the Knievel Property in the W ½ of Section 22 and the W ½ of Section 15, Township 4N, Range 60W of the 6<sup>th</sup> Principal Meridian (the "Property"); and

WHEREAS, Michael and Carey Miller desire to lease a portion of the Property for the purpose of pasture farming; and

WHEREAS, the Board of Trustees has determined it is in the best interest of the Town and its citizens to enter into the Lease Agreement contemplated herein.

**NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF WIGGINS, COLORADO:**

**Section 1.** The proposed Pasture Farm Lease Agreement ("Agreement"), between the Town and Michael K. Miller and Carey R. Miller for the lease of a portion of the Town-owned property located in the W ½, Section 22, Township 4N, Range 60W of the 6<sup>th</sup> Principal Meridian, is hereby approved in essentially the same form as the copy of such Lease accompanying this Ordinance.

**Section 2.** The Mayor is hereby authorized to execute the Lease, except that the Mayor is hereby further granted the authority to negotiate and approve prior to execution thereof such revisions to said Lease as are determined necessary or desirable for the protection of the Town, so long as the term of the lease is not extended, and the other essential terms and conditions of the Lease are not altered.

**Section 3.** If any article, section, paragraph, sentence, clause, or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this ordinance. The Board of Trustees hereby declares it would have passed this ordinance and each part or parts hereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.



**Section 4.** All other ordinances or portions thereof inconsistent or conflicting with this ordinance or any portion hereof are hereby repealed to the extent of such inconsistency or conflict.

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED PUBLISHED BY TITLE ONLY  
this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

TOWN OF WIGGINS, COLORADO

\_\_\_\_\_  
Chris Franzen, Mayor

ATTEST:

\_\_\_\_\_  
Nichole Seiber, Town Clerk