

Posted on July 25, 2022, at: 18:00



**TOWN OF WIGGINS  
BOARD of TRUSTEE MEETING  
AGENDA**

**July 27, 2022, 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/89138082108> FOR THE MEETING LINK***

**MEETING AGENDA**

**I. INTRODUCTIONS**

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

**II. CONSENT AGENDA**

1. Approval of Board of Trustees Meeting Minutes June 29, 2022
2. Approval of Board of Trustees Special Meeting Minutes July 20, 2022
3. Approval of Bills July 2022

**III. REPORTS**

1. Town Manager Report
2. Board of Trustees
3. Financials-Actual to Budget

**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 will not respond to your comments this evening, rather they will take your comments and suggestions under advisement and provide direction to the appropriate member of Town Staff for follow-up.

**V. PUBLIC HEARING:** *(Public input will be taken during the public hearing).*

**Public Hearing and Consideration of a Second Replat of Roberts 81 Subdivision**

1. Consideration of Resolution 23-2022 – A Resolution Approving the Roberts 81 Subdivision Second Replat.
  - a) Roberts 81 Second Replat

**VI. CONSIDERATION OF RESOLUTION NO. 24-2022**

A Resolution Amending Water and Sewer Rates

1. Resolution No. 24-2022

**VII. CONSIDERATION OF RESOLUTION NO. 25-2022**

A Resolution Authorizing the Town Manager to Purchase Water Meters for the Town of Wiggins Water Enterprise.

1. Resolution No. 25-2022

**VIII. CONSIDERATION OF ORDINANCE NO. 10-2022**

An Ordinance Increasing the Town of Wiggins Sales Tax Rate from 2 Percent to 3 Percent with the Revenues from Such Increase to be Used to Fund Street Construction and Street Repair Projects and Providing for the Submission of the Tax Rate Increase to a Vote of the Registered Electors at a Special Election to be Held on November 8, 2022.

1. Ordinance No. 10-2022

**IX. CONSIDERATION OF ORDINANCE NO. 11-2022**

An Ordinance Submitting to the Registered Electors of the Town of Wiggins at a Special Election to be Held on Tuesday, November 8, 2022, the Question of Changing the Date of the Town's Regular Municipal Elections

1. Ordinance No. 11-2022

**X. ADJOURNMENT**

1. Closing Remarks by Mayor and Trustees, and Meeting Adjournment



## **MINUTES OF MEETING**

### **TOWN OF WIGGINS BOARD OF TRUSTEES MEETING**

June 29, 2022 at 7:00 p.m.

#### **CALL TO ORDER & ROLL CALL:**

A regular meeting of the Town Board of Trustees for the Town of Wiggins, Colorado was held on Wednesday, June 29, 2022. Mayor Chris Franzen called the meeting to order at 7:01 p.m. The following Trustees answered roll call: Mayor Chris Franzen, Mayor Pro-Tem David Herbstman and Trustees: Mandy Camilleri, Jerry Schwindt, and Bryan Flax. Trustee Mark Strickland was absent. Staff present were Tom Acre, Town Manager, Deb Lee, Town Clerk, Chief of Police, Craig Miller, Hope Becker, Town Planning and Zoning Administrator; Beau Warden, Public Works Supervisor, Lorraine Trotter Town Accountant and Uli Keeley Town Auditor.

#### **CONSENT AGENDA AND BILLS:**

There was discussion about the bills. The Board's questions were answered.

Motion was made by Mayor Pro-Tem David Herbstman to approve the consent agenda. Seconded by Trustee Mandy Camilleri. Roll Call: The consent agenda and bills were approved unanimously.

#### **TOWN MANAGER REPORT:**

- The 4<sup>th</sup> of July was discussed. Trustee Camilleri made a plea for the Mayor and Trustees to get dunked. Mayor Chris Franzen, Mayor Pro-Tem David Herbstman and Trustee Mandy Camilleri all agreed to get dunked in the dunk tank. Manager Tom Acre let the Board know about all that has been done in preparation for the 4<sup>th</sup> celebration
- He thanked the Board for allowing him to go to the CML Conference. The most important session was from CDPHE about funding opportunities. He is checking to see what needs to be done to get State funding in addition to Federal funding.
- The Owner and Engineer contract for USDA was finalized. Hopefully later this fall, we will start the actual design work. Discussions are being held on the update to the PERs.
- Worked with Chris Brandewie about the rate study and is going to see if the school auditorium is available for a Town meeting to present the information.
- Working with Diamondback Engineering on groundwater monitoring on the Knievel property. Central Water Conservancy District has need to construct a monitoring well that we may be able to incorporate.

#### **BOARD OF TRUSTEES REPORTS:**

- The Trustees asked questions about the cost of electric power to pump water 6-1/2 miles. Manager Acre stated that he does not have those costs readily available. However, he did meet with the EPA and the State last fall about the potential of including green infrastructure in the project and the potential of a solar farm on the Knievel property to offset the power cost.
- Spraying the ball park – Beau has spoken with Derek Pope about spraying the weeds.
- Sprinkler head squirting water.



**FINANCIALS - ACTUAL TO BUDGET:**

Questions were asked about the Budget in 2023 and a Budget Amendment to the 2022 Budget; Main Street program; how to make Central safe to walk across for kids going to school and potential slowdowns in the housing market. Manager Acre answered the questions.

Motion was made by Trustee Bryan Flax to approve the Financials. Seconded by Trustee Jerry Schwindt. Roll Call: The agenda was approved unanimously.

**PUBLIC COMMENTS:**

The Public Comments portion of the meeting was opened at 7:24 p.m.

A group of young people showed up from Kids at Their Best. They spoke about their group and what they were learning and what they do and plan to do for the community.

The Public Comment portion of the meeting was closed at 7:30 p.m.

**AUDIT PRESENTATION:**

Uli Keeley, the Town's Auditor gave a presentation on the 2021 Audit of the Town's financials. Her analysis resulted in a "clean" audit opinion.

She answered questions from the Board and the Town Manager.

**2021 FINANCIALS PRESENTATION:**

Lorraine Trotter, the Town's Contract Accountant provided the Board with information regarding the financial condition of the Town. The Board did not have any questions.

The Mayor Pro-Tem thanked everyone for the great job.

**CONSIDERATION OF RESOLUTION NO. 19-2022:**

A Resolution of the Board of Trustees of the Town of Wiggins, Colorado Appointing Members to the Planning and Zoning Commission to Fill Vacancies.

Hope Becker, Planning and Zoning Administrator presented information regarding the applicants. The Mayor and Trustees asked questions of each of the applicants present.

Motion was made by Mayor Pro-Tem Herbstman to approve Resolution No. 19-2022. Seconded by Trustee Mandy Camilleri. Roll Call: Resolution No. 19-2022 was unanimously approved.

**CONSIDERATION OF RESOLUTION NO. 20-2022:**

A Resolution Calling a Special Election to be Held on November 8, 2022, as a Coordinated Election

Manager Acre presented information regarding the Town having need to call a special election if the Town wants to bring ballot questions to the voters this fall. The election would be coordinated with Morgan County.



Motion was made by Trustee Bryan Flax to approve Resolution No. 20-2022. Seconded by Trustee Jerry Schwindt. Roll Call: Resolution No. 20-2022 was unanimously approved.

**CONSIDERATION OF RESOLUTION NO. 21-2022:**

A Resolution Approving Revocable License Agreements in Connection with the Town's Fourth of July Celebration

Staff explained to the Board of Trustees that the American Legion and Marianas were entering into these agreements in order to serve beer and alcohol during 4<sup>th</sup> of July Celebration. This is an agreement we do each year for this purpose.

Motion was made by Mayor Pro-Tem David Herbstman to approve Resolution No. 21-2022. Seconded by Trustee Mandy Camilleri. Roll Call: Resolution 21-2022 was unanimously approved.

**LIQUOR AUTHORITY:**

The American Legion submitted a Special Event Liquor License application to sell beer at the 4<sup>th</sup> of July celebration as a fund raiser. Staff provided the application and informed the Board that the police department had no concerns with the license being granted for the 4<sup>th</sup> of July celebration.

Motion was made by Trustee Jerry Schwindt to approve Special Event Liquor License for the American Legion. Seconded by Trustee Bryan Flax. Roll Call: Unanimously approved.

**EXECUTIVE SESSION:**

Executive Session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e) – regarding: 1) The determination of the Town's position regarding a long-term lease of Town owned property for an early learning childcare facility with a community space component; 2) Position on and strategy for negotiation regarding the sidewalk along Central Avenue planned in conjunction with High Plains Bank; and 3) Strategy for negotiation regarding final acceptance of the southern detention ponds in the Kiowa Park subdivision.

Motion was made by Mayor Pro-Tem David Herbstman to go into Executive Session for the topic listed above. Seconded by Trustee Bruce Miller. Roll Call: The Board unanimously approved going into the Executive Session at 8:52 p.m. The Board took a brief recess and convened the Executive Session at 9:02 p.m. Executive Session concluded at 9:40 p.m.

**REPORT OUT FROM EXECUTIVE SESSION:**

The Board of Trustees provided general direction to the Town Manager regarding 1) the potential for a long-term lease for an early childcare facility; 2) strategy for a sidewalk along Central Avenue in conjunction with High Plains Bank; and 3) strategy for final acceptance of the southern detention ponds in the Kiowa Park subdivision. No formal action was taken on the above.



**ADJOURNMENT:**

Mayor Franzen adjourned the meeting at 9:42 p.m.

**Respectfully submitted by:**

A handwritten signature in blue ink, appearing to read "Dee", is positioned above a horizontal line.

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Deborah Lee, Town Clerk



## **MINUTES OF MEETING**

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

July 20, 2022 at 7:00 p.m.

#### **CALL TO ORDER & ROLL CALL**

A special meeting of the Town Board of Trustees for the Town of Wiggins, Colorado was held on Wednesday, July 20, 2022. Mayor Chris Franzen called the meeting to order at 7:10 p.m. The following answered roll call: Mayor Chris Franzen and Trustees: Mandy Camilleri, Bryan Flax, Bruce Miller and Mark Strickland were present. Mayor Pro-Tem David Herbstman joined by Zoom. Trustee Jerry Schwindt was absent. Staff present were Tom Acre, Town Manager; Deb Lee, Town Clerk and Beau Warden, Public Works Supervisor.

#### **APPROVAL OF AGENDA**

Motion was made by Trustee Mark Strickland to approve the agenda. Seconded by Trustee Bruce Miller. Roll Call: Unanimously approved.

#### **WORK SESSION:**

The following topics were discussed during the work session portion of the meeting:

- Discussion/Follow up on Water & Sewer Rate Study Presentation
- Discussion/Comments on Fourth of July Celebration
- Project Updates/Progress
- Discussion on Current Status of 2022 Budget
- Discussion on Potential Budget Amendments
  - Non-Potable Water Line – South Well
  - Electrical to Kiowa Park Play Ground
  - Repaving Main Street – Central Avenue (or 2<sup>nd</sup>) to 5<sup>th</sup> Avenue
- Discussion on Budget Priorities for 2023
- Discussion on Ballot Questions
- Other Items
- Future Agenda Topics

#### **CONSIDERATION OF ORDINANCE NO. 22-2022**

A Resolution Approving the Purchase of Mobile Data Terminals for the Wiggins Police Department

Manager Acre reported that the Town budgeted purchasing the laptops in the police vehicles. The police officers will have more communication with other police officers; and search databases on licenses. They are approximately \$3,000 each. They are rugged and



state of the art computers. We saved approximately \$1,000 per machine by using the State bid on these. Manager Acre answered questions from the Board.

Motion was made by Trustee Mark Strickland to approve Ordinance 22-2022. Seconded by Trustee Mandy Camilleri. Roll Call: Unanimously approved.

**ADJOURNMENT**

Mayor Franzen adjourned the meeting at 8:36 p.m.

**Respectfully submitted by:**

A handwritten signature in blue ink, appearing to read "Dee", is written above a horizontal line.

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Deborah Lee, Town Clerk



**TOWN of WIGGINS - BILLS PAID**  
**July 2022**

Vendor Name	Description	Amount Paid
ACTIVE LOCK SERVICE	Lock and Key Install	\$135.00
BANK OF THE WEST	Credit Card Payment	\$5,857.71
BECKER, ADAM	Umpire	\$165.00
BECKER, HOPE	Reimbursement	\$254.96
BLUE LIGHTNING	Internet/Phone	\$520.97
CASELLE, INC	Financial Software Support	\$906.00
CIRSA	Workers' Comp	\$4,148.00
CIRSA	Property & Liability	\$19,613.68
CITY OF FORT MORGAN	Glassey Farm Pump Electric	\$8.17
COLORADO ANALYTICAL LABORATORY	Water Analysis	\$610.20
Colorado Transmission	Vehicle Repair	\$250.00
Computer Information Systems, Inc	Mobile Field Reporting Maint & License	\$180.00
CORE & MAIN	Water Sys Repair Supplies	\$128.06
COUNTRY HARDWARE	PW & Park Supplies	\$1,245.17
DALE FLEMING	Umpire	\$480.00
DILLON HARSHMAN	Umpire	\$300.00
E-470 PUBLIC HIGHWAY AUTHORITY	Highway Toll	\$17.70
EMIL, KIMBERLY A	Municipal Judge Salary	\$312.50
GALLS	PD Supplies	\$100.99
HARMAN, STEPHANIE	CIS/NIBRS	\$90.00
HAYES POZNANOVIC KORVER, LLC	Water Rights - Attorney's Fees	\$3,965.50
HULL, KALEB	Umpire	\$30.00
INVOICE CLOUD	Monthly Fee	\$324.20
JARVIS	Monthly Subscription - Rec	\$175.00
KAMMERER, WILLIAM M.	Water Shares Lease/Purch Paymt	\$3,510.42
KELLY, PC	Legal Fees	\$4,128.00
LEAF	Copier Lease	\$159.00
Lee, Deborah	Reimbursements	\$240.27
LRE Water	Water Rights Engineering	\$6,028.25
MILLER, CRAIG	Reimbursement	\$17.00
MORGAN COUNTY QUALITY WATER	Road U, 3261	\$52.23
MORGAN COUNTY REA	Utilities - Electric	\$8,916.16
PINDELL, HAYDEN	Umpire	\$240.00
PITNEY BOWES-PURCHASE POWER	Postage	\$780.33
PRAIRE MOUNTAIN MEDIA	Legal Notice Publication	\$45.08
PROCELL WOODIE	Band for 4th of July	\$2,300.00
PROCEDURE INC.	Building Inspections	\$19,339.92
PROFESSIONAL MNGMNT SOLUTIONS	Contract Accountant Fees	\$3,825.00
PROSPECTIVE BUSINESS SOLUTIONS LLC	2021 Audit	\$6,000.00
QUICK COLORADO, INC.	PW Repairs	\$486.11
REESE, SAVANNAH	Utility Refund	\$71.88
REICKS REPAIR	Repairs	\$1,865.00
RH WATER & WASTEWATER, INC.	Water & WWTF Contract Operator	\$800.00
RIVAL SERVICES, LLC	Portable Toilet at KP	\$150.00

**TOWN of WIGGINS - BILLS PAID**  
**July 2022**

Vendor Name	Description	Amount Paid
RUDY'S G.T.O.	Tire Repair	\$48.00
SMASH ATHLETICS	Uniforms	\$3,032.75
STRANGE, CHAD	Tree & Stump Removal	\$950.00
STUB'S GAS & OIL, INC.	PW Fuel	\$1,739.41
SWANK MOTION PICTURES, INC.	Movies in the Park	\$1,395.00
TEST GAUGE INC	Backflow Repairs	\$188.77
TOWN OF DACONO	NoCo Clerks Meeting	\$12.00
TREATMENT TECHNOLOGY	Supplies	\$1,210.50
UNCC	Water & Sewer Locates	\$338.65
USA BLUEBOOK	Replacement Chlorine Pump - WWTF	\$1,120.14
VERIZON WIRELESS	Internet - Water Communication	\$32.04
VIAERO WIRELESS	Cell Phones	\$636.05
WERNER, BEN	Umpire	\$110.00
WEX BANK	Fuel - PW & PD	\$791.67
WIGGINS FARM AND AUTO SUPPLY	Repairs/Parts Vwhicles	\$259.63
WIGGINS SUPER'S 1846	Supplies	\$64.86
WIGGINS VOLLEYBALL	Donation	\$25.00
WILSON, GRADY	Umpire	\$30.00
WOLF WASTE, LLC	Trash removal	\$272.00
XCEL ENERGY	Utilities - Gas	\$201.30

**Total**      \$111,231.23

Approved: 

Date: 07/25/2022

# INCIDENT ANALYSIS - DAY

Date 07/06/2022

Time 13:33:23

Report CFS03

Agency Wiggins Police Dept.

Dates 06/01/2022 Thru 06/30/2022

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
<div> <div>Agency: WPD Wiggins Police Dept.</div> </div>								
00600 Theft	1	0	0	0	0	0	0	1
01100 Fraud	0	0	0	0	2	0	0	2
02660 Harass/threat	0	0	0	0	1	0	0	1
02670 Local Ordinance Violation	0	0	0	1	0	0	0	1
02671 Dog At Large	1	0	0	0	0	0	0	1
02675 Loose Livestock	0	0	0	0	1	0	0	1
02678 Watering Violation	0	0	2	0	0	0	0	2
02700 Susp Pers/veh/inc	0	1	1	1	1	1	2	7
02900 Runaway/missing Prsn	0	1	0	0	0	0	0	1
03000 Community Policing	0	0	0	0	2	4	1	7
03010 Assist Other Agency	1	3	3	1	0	3	3	14
03055 Remove A Party	0	1	0	0	0	0	0	1
03070 Keep The Peace	1	0	0	0	1	1	0	3
03080 Medical Assist	0	0	0	0	0	1	1	2
03100 Welfare Check	1	2	0	0	2	1	2	8
03120 Extra Patrol	0	0	0	0	7	2	1	10
03121 Vacation House Check	0	0	0	1	1	2	2	6
03610 Parking Complaint	0	0	0	0	1	2	4	7
03644 Vicious Dog	0	0	0	1	0	0	0	1
03670 Animal Bite	0	1	0	0	0	0	0	1
03730 Lost/found	0	0	0	0	1	1	0	2
03760 Information	1	1	0	0	2	1	1	6
07410 Disturbance	0	0	1	0	0	0	0	1
07510 Abandoned Vehicle	0	0	0	0	0	0	2	2
07520 Motorist Assist	1	0	1	0	0	4	2	8
07530 Traffic Contact	0	0	0	2	18	12	15	47
07531 Pedestrian Contact	0	0	0	0	1	0	0	1
07580 Vehicle Inspection	0	0	0	1	2	0	0	3
09000 Fire Investigation LE	0	0	0	0	1	0	0	1
09001 911-Welfare Check	0	3	1	0	0	1	0	5
09900 Follow Up/Investigation	1	6	2	4	6	2	1	22
09901 Summons Service	0	0	0	0	0	1	2	3
09911 Victim Notification	0	0	1	0	0	0	0	1
09912 Refuse	0	0	0	0	1	0	0	1
35DU Traffic Contact-DUI Inv	0	0	1	2	4	12	1	20
35HR Traffic Accident-H & R	0	0	0	0	1	0	0	1
35SB Traffic Contact-Seatbelt	0	0	0	4	0	0	0	4
SEO Select Enforce Off Init	0	0	0	0	4	5	3	12
Wiggins Police Dept. Agency Total	8	19	13	18	60	56	43	217
Total	8	19	13	18	60	56	43	217

TOWN OF WIGGINS  
COMBINED CASH INVESTMENT  
JUNE 30, 2022

COMBINED CASH ACCOUNTS

01-10210	HIGH PLAINS-MAIN CHECKING	4,304,010.85
01-10750	UTILITY CASH CLEARING ACCOUNT	( 83,049.54)
TOTAL COMBINED CASH		4,220,961.31
01-10100	CASH ALLOCATED TO OTHER FUNDS	( 4,220,961.31)
TOTAL UNALLOCATED CASH		.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,438,571.17
20	ALLOCATION TO WATER ENTERPRISE	913,636.36
30	ALLOCATION TO SEWER ENTERPRISE	1,162,399.67
40	ALLOCATION TO SALES TAX CAPITAL IMPROVEMENT	686,520.12
50	ALLOCATION TO CONSERVATION TRUST	19,833.99
TOTAL ALLOCATIONS TO OTHER FUNDS		4,220,961.31
ALLOCATION FROM COMBINED CASH FUND - 01-10100		( 4,220,961.31)
ZERO PROOF IF ALLOCATIONS BALANCE		.00

TOWN OF WIGGINS  
BALANCE SHEET  
JUNE 30, 2022

GENERAL FUND

ASSETS

10-10100	CASH IN COMBINED CASH FUND	1,438,571.17	
10-10110	PETTY CASH (T. MANAGER)	44.30	
10-10120	PETTY CASH (T. CLERK)	808.39	
10-10240	CASH IN BANK COMM HALL FUND SA	18,817.65	
10-10250	COLOTRUST FUND	107.18	
10-10260	CASH IN USE TAX FUND	267,277.31	
10-10310	CASH W/ COUNTY TREASURER	3,505.36	
10-10500	PROPERTY TAXES RECEIVABLE	499,772.00	
10-11500	ACCOUNTS RECEIVABLE	55,352.50	
10-14100	PREPAID EXPENSES	1,079.39	
	TOTAL ASSETS		2,285,335.25

LIABILITIES AND EQUITY

LIABILITIES

10-20200	ACCOUNTS PAYABLE	58,154.27	
10-20210	PAYABLE TO SCHOOL DISTRICT	13,063.08	
10-22210	DEFERRED PROPERTY TAX	499,772.00	
10-22710	FED/ FICA TAXES PAYABLE	14,727.42	
10-22720	STATE W/H TAXES PAYABLE	11,942.40	
10-22740	POLICE PENSION PAYABLE	5,064.91	
10-22760	DEFERRED COMP CONTRIB PAYABLE	621.44	
10-22770	UNEMPLOYMENT PAYABLE	( 1,449.80)	
10-22790	GARNISHMENT PAYABLE	( 647.50)	
10-22820	HEALTH INSURANCE PAYABLE	( 3,686.49)	
10-22830	LIFE INSURANCE PAYABLE	28.00	
10-22840	VISION INSURANCE PAYABLE	72.00	
10-25320	FUND BALANCE	1,324,817.00	
	TOTAL LIABILITIES		1,922,478.73

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	362,856.52		
BALANCE - CURRENT DATE		362,856.52	
TOTAL FUND EQUITY			362,856.52
TOTAL LIABILITIES AND EQUITY			2,285,335.25

TOWN OF WIGGINS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
10-30004 GENERAL MISCELLANEOUS	.00	1,341.98	.00	( 1,341.98)	.0
10-31100 CURRENT PROPERTY TAX	21,914.80	344,418.09	499,772.00	155,353.91	68.9
10-31200 SPECIFIC OWNERSHIP	3,172.24	18,264.02	25,000.00	6,735.98	73.1
10-31300 1% TOWN SALES TAX	21,987.05	124,969.32	200,000.00	75,030.68	62.5
10-31301 USE TAX	31,734.80	131,195.50	120,000.00	( 11,195.50)	109.3
10-31420 CIGARETTE TAX	.00	882.74	1,800.00	917.26	49.0
10-31810 SEVERENCE TAX	.00	.00	6,500.00	6,500.00	.0
10-31820 FRANCHISE FEE-MORGAN CTY REA	.00	4,609.00	8,000.00	3,391.00	57.6
10-31821 FRANCHISE FEE-XCEL ENERGY	1,163.12	9,305.27	8,000.00	( 1,305.27)	116.3
10-31823 FRANCHISE FEE--BLUE LIGHTNING	.00	1,825.40	2,750.00	924.60	66.4
10-31900 PENALTIES & INTEREST	19.22	39.58	.00	( 39.58)	.0
10-32110 LIQUOR LICENSE (15%)	10.00	85.00	175.00	90.00	48.6
10-32210 BUILDING PERMITS	23,400.84	94,396.32	50,000.00	( 44,396.32)	188.8
10-33410 GRANTS (DOLA CARES ACT)	.00	100.00	.00	( 100.00)	.0
10-33412 DOLA EIAF 2021	.00	.00	82,500.00	82,500.00	.0
10-33415 FEDERAL GRANT--ARP	.00	.00	146,160.00	146,160.00	.0
10-33430 MISCELLANEOUS FEES	.00	395.38	.00	( 395.38)	.0
10-33530 HIGHWAY USERS TAX	3,622.49	23,726.50	38,000.00	14,273.50	62.4
10-33550 ADDITIONAL MOTOR VEHICLE	764.46	4,178.67	6,000.00	1,821.33	69.6
10-33800 ROAD & BRIDGE	2,502.41	39,298.46	38,000.00	( 1,298.46)	103.4
10-34210 SPECIAL POLICE SERVICES	.00	38.47	.00	( 38.47)	.0
10-34215 VIN INSPECTIONS	30.00	470.00	250.00	( 220.00)	188.0
10-34220 BUILDING DEVELOPMENT REVIEW	.00	10,304.68	5,000.00	( 5,304.68)	206.1
10-34221 BUILDING INSPECTION PLAN REV	13,859.71	22,202.74	1,000.00	( 21,202.74)	2220.3
10-34281 ADULT ACTIVITIES FEE	1,050.00	1,750.00	.00	( 1,750.00)	.0
10-34282 PARKS & REC FEES	.00	( 25.00)	.00	25.00	.0
10-34283 SOFTBALL REG FEES	350.00	350.00	2,000.00	1,650.00	17.5
10-34284 BASEBALL REG FEES	( 300.00)	8,590.00	11,000.00	2,410.00	78.1
10-34286 VOLLEYBALL REG FEES	.00	.00	1,000.00	1,000.00	.0
10-34287 SOCCER REG FEES	.00	3,190.00	1,500.00	( 1,690.00)	212.7
10-34289 MISCELLANEOUS ACTIVITY FEES	.00	.00	2,000.00	2,000.00	.0
10-35110 COURT FINES-MUNICIPAL	5,625.00	20,510.00	30,000.00	9,490.00	68.4
10-36010 DOG LICENSES/CLINIC	20.00	255.00	300.00	45.00	85.0
10-36011 BUSINESS LICENSES	10.00	3,880.90	3,500.00	( 380.90)	110.9
10-36012 CONTRACTOR LICENSES	125.00	950.00	1,800.00	850.00	52.8
10-36013 GOLF CART LICENSES	50.00	460.00	150.00	( 310.00)	306.7
10-36030 SPECIAL EVENT FEES	25.00	420.00	.00	( 420.00)	.0
10-36100 INTEREST ON SAVINGS	4.73	9.42	10.00	.58	94.2
10-36310 BUILDING & FARM RENT	.00	1,115.00	6,000.00	4,885.00	18.6
10-36420 REFUNDS	.00	3,445.68	.00	( 3,445.68)	.0
10-36500 CONTRIBUTIONS/DONATIONS	25.00	( 775.00)	.00	775.00	.0
10-36501 SPONSORSHIPS	1,295.00	1,435.00	.00	( 1,435.00)	.0
10-36511 GRANTS--LEAF	850.00	2,100.00	.00	( 2,100.00)	.0
10-36512 GRANTS--DUI	2,550.00	4,750.00	.00	( 4,750.00)	.0
10-36513 GRANTS--TRAINING	.00	1,575.87	.00	( 1,575.87)	.0
10-36515 GRANT--C.I.O.T.	.00	262.96	.00	( 262.96)	.0
10-39160 TRANSFER FROM SALES TAX FUND	.00	.00	50,000.00	50,000.00	.0
10-39210 SALE OF FIXED ASSETS	.00	23,899.00	.00	( 23,899.00)	.0

TOWN OF WIGGINS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TOTAL FUND REVENUE	135,860.87	910,195.95	1,348,167.00	437,971.05	67.5

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENTAL</u>					
10-410-13 FINANCIAL AUDIT	3,500.00	5,000.00	9,000.00	4,000.00	55.6
10-410-32 PROFESSIONAL SERVICES	1,980.11	10,415.66	15,000.00	4,584.34	69.4
10-410-34 CODIFICATION	.00	.00	12,000.00	12,000.00	.0
10-410-35 COPIER LEASE	39.75	382.36	477.00	94.64	80.2
10-410-40 EMPLOYEE TRAINING	488.86	1,666.86	5,000.00	3,333.14	33.3
10-410-41 TELEPHONE & INTERNET	173.60	595.21	800.00	204.79	74.4
10-410-42 UTILITIES--ELECTRIC	.00	413.31	3,000.00	2,586.69	13.8
10-410-43 OFFICE BLDG REPAIRS & MAINT	.00	1,891.03	2,000.00	108.97	94.6
10-410-44 POSTAGE METER LEASE	.00	.00	525.00	525.00	.0
10-410-45 UTILITES-GAS	.00	765.94	1,200.00	434.06	63.8
10-410-46 CELL PHONE	108.64	708.94	980.00	271.06	72.3
10-410-48 TRASH	.00	.00	270.00	270.00	.0
10-410-52 INSURANCE & BONDS	7,257.06	29,383.14	25,000.00	( 4,383.14)	117.5
10-410-54 ADVERTISING	.00	500.00	250.00	( 250.00)	200.0
10-410-55 POSTAGE & SHIPPING	84.26	209.90	1,500.00	1,290.10	14.0
10-410-58 TRAVEL & MEETINGS	210.88	1,262.11	3,500.00	2,237.89	36.1
10-410-61 OPERATING SUPPLIES	308.13	2,106.64	10,000.00	7,893.36	21.1
10-410-68 COPIER EXPENSE	.00	453.14	600.00	146.86	75.5
10-410-70 IT SUPPORT	.00	23.98	15,000.00	14,976.02	.2
10-410-71 COMPUTER SOFTWARE	324.20	1,625.46	3,000.00	1,374.54	54.2
10-410-90 DUES & SUBSCRIPTIONS	.00	20.00	2,500.00	2,480.00	.8
10-410-91 NEWSLETTERS & PUBLICATIONS	.00	738.25	.00	( 738.25)	.0
TOTAL GENERAL GOVERNMENTAL	14,475.49	58,161.93	111,602.00	53,440.07	52.1
<u>ADMINISTRATION DEPARTMENT</u>					
10-411-15 ADMINISTRATION DEPT EMPLOYEES	7,083.74	42,502.44	86,649.00	44,146.56	49.1
10-411-20 EMPLOYEE BENEFITS	789.87	4,739.22	13,847.00	9,107.78	34.2
10-411-22 FICA & MEDICARE	536.40	3,218.40	6,629.00	3,410.60	48.6
10-411-23 457 RETIREMENT	283.76	1,702.56	6,190.00	4,487.44	27.5
10-411-25 UNEMPLOYMENT INS	.00	89.95	254.00	164.05	35.4
10-411-26 WORKERS' COMPENSATION	( 3,435.00)	( 3,330.54)	150.00	3,480.54	(222.0
10-411-27 EMPLOYEE APPRECIATION	.00	66.91	1,000.00	933.09	6.7
10-411-28 TA VEHICLE STIPEND	.00	.00	1,000.00	1,000.00	.0
TOTAL ADMINISTRATION DEPARTMENT	5,258.77	48,988.94	115,719.00	66,730.06	42.3



TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>JUDICIAL DEPARTMENT</u>					
10-412-00 CONTRACT-JUDGE	625.00	2,187.50	3,600.00	1,412.50	60.8
10-412-01 CONTRACT-TOWN PROSECUTOR	375.00	1,125.00	3,000.00	1,875.00	37.5
10-412-35 COPIER LEASE	23.85	229.42	125.00	( 104.42)	183.5
10-412-41 TELEPHONE & INTERNET	.00	.00	100.00	100.00	.0
10-412-55 POSTAGE	21.56	78.98	50.00	( 28.98)	158.0
10-412-61 OFFICE SUPPLIES	.00	33.14	150.00	116.86	22.1
10-412-68 COPIER EXPENSE	.00	.00	200.00	200.00	.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
TOTAL JUDICIAL DEPARTMENT	1,045.41	3,654.04	7,525.00	3,870.96	48.6
<u>MAYOR &amp; LEGISLATIVE BOARDS</u>					
10-413-10 MAYOR COMPENSATION	200.00	1,200.00	2,400.00	1,200.00	50.0
10-413-11 BOARD OF TRUSTEES COMPENSATION	240.00	1,440.00	2,880.00	1,440.00	50.0
10-413-12 BOARD OF TRUSTEES APPRECIATION	.00	.00	500.00	500.00	.0
10-413-22 FICA & MEDICARE	33.66	201.96	404.00	202.04	50.0
10-413-26 WORKER'S COMPENSATION	21.00	49.46	140.00	90.54	35.3
10-413-40 BOARD OF TRUSTEES TRAINING	.00	.00	3,000.00	3,000.00	.0
10-413-51 E & O INSURANCE	.00	3,084.63	2,000.00	( 1,084.63)	154.2
10-413-58 BOARD TRAVEL & MEETINGS	.00	310.00	5,000.00	4,690.00	6.2
10-413-71 COMPUTER SOFTWARE	.00	168.14	.00	( 168.14)	.0
10-413-90 DUES & SUBSCRIPTIONS	.00	.00	2,500.00	2,500.00	.0
TOTAL MAYOR & LEGISLATIVE BOARDS	494.66	6,454.19	18,824.00	12,369.81	34.3
<u>ELECTIONS</u>					
10-414-00 ELECTIONS	504.40	2,708.81	3,000.00	291.19	90.3
TOTAL ELECTIONS	504.40	2,708.81	3,000.00	291.19	90.3
<u>TREASURER'S OFFICE</u>					
10-415-15 COLLECTIONS (TREASURERS FEE)	438.69	6,875.10	8,000.00	1,124.90	85.9
10-415-30 TOWN LEGAL	4,128.00	37,388.50	35,000.00	( 2,388.50)	106.8
10-415-40 REPORTING & PUBLISHING	.00	87.40	1,200.00	1,112.60	7.3
TOTAL TREASURER'S OFFICE	4,566.69	44,351.00	44,200.00	( 151.00)	100.3

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ECONOMIC DEVELOPMENT</u>						
10-416-50	ECONOMIC DEVELOPMENT	.00	.00	20,000.00	20,000.00	.0
10-416-51	MEMBERSHIP FEE/DUES	.00	.00	4,500.00	4,500.00	.0
	TOTAL ECONOMIC DEVELOPMENT	.00	.00	24,500.00	24,500.00	.0
<u>COMMUNITY DEVELOPMENT</u>						
10-417-30	COMMUNITY MEETING	.00	.00	1,000.00	1,000.00	.0
10-417-35	COPIER LEASE	.00	.00	95.00	95.00	.0
10-417-44	POSTAGE	.00	.00	105.00	105.00	.0
10-417-55	POSTAGE MACHINE LEASE	.00	.00	500.00	500.00	.0
10-417-61	OFFICE SUPPLIES	.00	.00	120.00	120.00	.0
10-417-63	ABATEMENT	.00	.00	500.00	500.00	.0
10-417-68	COPIER EXPENSE	.00	.00	120.00	120.00	.0
10-417-70	IT SUPPORT	.00	.00	200.00	200.00	.0
10-417-71	COMPUTER SOFTWARE	.00	168.14	100.00	( 68.14)	168.1
10-417-85	CODE ENFORCEMENT	.00	.00	500.00	500.00	.0
10-417-91	NEWSLETTER	.00	.00	2,100.00	2,100.00	.0
	TOTAL COMMUNITY DEVELOPMENT	.00	168.14	5,340.00	5,171.86	3.2
<u>PLANNING &amp; ZONING</u>						
10-418-30	LEGAL/ENGINEERING SUPPORT	.00	725.00	3,500.00	2,775.00	20.7
10-418-35	COPIER LEASE	.00	.00	95.00	95.00	.0
10-418-40	STAFF TRAINING	.00	.00	1,000.00	1,000.00	.0
10-418-41	TELEPHONE & INTERNET	.00	.00	425.00	425.00	.0
10-418-44	POSTAGE	.00	12.00	105.00	93.00	11.4
10-418-49	COMMISSION TRAINING	.00	.00	500.00	500.00	.0
10-418-51	MEMBERSHIPS/PUBLICATIONS	.00	.00	200.00	200.00	.0
10-418-54	NOTICES/PUBLICATION	.00	137.88	1,000.00	862.12	13.8
10-418-55	POSTAGE	13.25	13.25	420.00	406.75	3.2
10-418-61	OFFICE SUPPLIES	32.30	110.39	50.00	( 60.39)	220.8
10-418-68	COPIER EXPENSE	.00	.00	100.00	100.00	.0
10-418-70	IT SUPPORT	.00	.00	100.00	100.00	.0
10-418-71	COMPUTER SOFTWARE	.00	201.14	100.00	( 101.14)	201.1
10-418-93	COMPREHENSIVE PLAN	.00	.00	82,500.00	82,500.00	.0
10-418-94	ZONING MAP	.00	.00	5,000.00	5,000.00	.0
10-418-97	LAND DEVELOPMENT CODE	.00	.00	37,500.00	37,500.00	.0
10-418-98	IMPACT FEE STUDY	.00	.00	30,000.00	30,000.00	.0
	TOTAL PLANNING & ZONING	45.55	1,199.66	162,595.00	161,395.34	.7

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY PROGRAMS</u>					
10-419-00 FOURTH OF JULY FESTIVAL	1,231.10	1,505.59	20,000.00	18,494.41	7.5
10-419-01 WIGGINS OLD TIME CHRISTMAS	.00	5,686.32	4,000.00	( 1,686.32)	142.2
10-419-02 FALL HARVEST FEST	.00	.00	4,000.00	4,000.00	.0
10-419-05 BUSINESS DIST BEAUTIFICATION	190.89	284.37	2,000.00	1,715.63	14.2
10-419-10 EVENTS COORINATOR	.00	.00	25,000.00	25,000.00	.0
10-419-20 DONATIONS	.00	.00	10,000.00	10,000.00	.0
10-419-50 ECONOMIC DEVELOPMENT	.00	296.80	.00	( 296.80)	.0
10-419-58 COMMUNITY MEETING	.00	.00	2,000.00	2,000.00	.0
10-419-61 OFFICE EQUIPMENT LEASES	.00	13.77	.00	( 13.77)	.0
10-419-62 MAIN STREET PROGRAMS	.00	.00	20,000.00	20,000.00	.0
10-419-65 TREES/TREE PLANTING	.00	1,042.78	2,000.00	957.22	52.1
10-419-66 PLANTERS	.00	.00	1,500.00	1,500.00	.0
10-419-91 NEWSLETTER/EVENT POSTCARD	.00	320.40	1,200.00	879.60	26.7
10-419-99 OTHER MISCELLANEOUS	161.75	410.60	.00	( 410.60)	.0
TOTAL COMMUNITY PROGRAMS	1,583.74	9,560.63	91,700.00	82,139.37	10.4

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
10-421-02 CONTRACT SERVICES	90.00	959.00	3,600.00	2,641.00	26.6
10-421-04 EQUIPMENT	.00	31,066.37	45,250.00	14,183.63	68.7
10-421-15 POLICE SALARIES	18,281.33	77,334.76	179,727.00	102,392.24	43.0
10-421-20 EMPLOYEE BENEFITS	1,492.40	8,814.00	28,649.00	19,835.00	30.8
10-421-21 VEHICLE/MOBILE EQUIPMENT	.00	39.95	6,000.00	5,960.05	.7
10-421-22 FICA & MEDICARE	275.71	1,173.28	13,749.00	12,575.72	8.5
10-421-23 PENSION-FPPA	1,377.12	6,829.78	16,175.00	9,345.22	42.2
10-421-24 DEATH & DISABILITY-FPPA	140.72	592.25	2,876.00	2,283.75	20.6
10-421-25 UNEMPLOYMENT INSURANCE	9.55	80.32	539.00	458.68	14.9
10-421-26 WORKERS' COMPENSATION	1,916.50	3,840.46	7,510.00	3,669.54	51.1
10-421-28 FARM HOUSE UTILITIES-GAS & ELC	52.23	1,605.55	.00	( 1,605.55)	.0
10-421-29 UNIFORMS	100.99	1,505.52	3,000.00	1,494.48	50.2
10-421-30 PROFESSIONAL LEGAL SERVICES	.00	.00	1,000.00	1,000.00	.0
10-421-35 COPIER LEASE	7.95	76.48	95.00	18.52	80.5
10-421-40 TRAINING	.00	1,495.52	3,000.00	1,504.48	49.9
10-421-41 TELEPHONE & INTERNET	.00	255.44	2,735.00	2,479.56	9.3
10-421-42 COM CENTER PHONE LINE	38.12	326.61	1,821.00	1,494.39	17.9
10-421-43 REPAIRS AND MAINTENANCE (AUTO)	5.78	459.56	5,525.00	5,065.44	8.3
10-421-44 UTILITIES-ELECTRIC	.00	413.32	750.00	336.68	55.1
10-421-45 UTILITIES-GAS	.00	461.78	400.00	( 61.78)	115.5
10-421-46 CELL PHONE	108.66	749.82	350.00	( 399.82)	214.2
10-421-48 TRASH	.00	.00	270.00	270.00	.0
10-421-49 OTHER MISCELLANEOUS	10.24	507.02	1,000.00	492.98	50.7
10-421-52 INSURANCE & BONDS	4,903.42	10,263.33	25,000.00	14,736.67	41.1
10-421-55 PRINTING	.00	745.00	800.00	55.00	93.1
10-421-61 OFFICE/GEN OPERATING SUPPLIES	114.85	575.56	1,000.00	424.44	57.6
10-421-62 FUEL	695.56	3,103.69	8,500.00	5,396.31	36.5
10-421-64 CRIME PREVENTION	.00	12.50	500.00	487.50	2.5
10-421-68 COPIER EXPENSE	.00	.00	100.00	100.00	.0
10-421-70 IT SUPPORT	.00	8.95	2,500.00	2,491.05	.4
10-421-71 COMPUTER SOFTWARE	.00	180.15	9,760.00	9,579.85	1.9
10-421-72 AMUNITION	.00	568.43	1,700.00	1,131.57	33.4
10-421-73 LEXIPOLE	.00	.00	2,239.00	2,239.00	.0
10-421-85 ANIMAL CONTROL	356.51	386.29	100.00	( 286.29)	386.3
10-421-90 MEMBERSHIP DUES	.00	110.00	253.00	143.00	43.5
TOTAL POLICE DEPARTMENT	29,977.64	154,540.69	376,473.00	221,932.31	41.1
<u>BUILDING INSPECTION DEPARTMENT</u>					
10-424-20 BUILDING INSPECTIONS MATERIALS	.00	21,878.93	1,000.00	( 20,878.93)	2187.9
10-424-30 DEVELOPMENT REVIEW MISC EXP	.00	865.00	5,000.00	4,135.00	17.3
10-424-31 COMMERCIAL BUILDING REVIEW	.00	9,874.84	5,000.00	( 4,874.84)	197.5
10-424-32 RESIDENTIAL BUILDING REVIEW	19,339.92	38,497.63	5,000.00	( 33,497.63)	770.0
10-424-40 EMPLOYEE TRAINING	.00	.00	2,000.00	2,000.00	.0
TOTAL BUILDING INSPECTION DEPARTMEN	19,339.92	71,116.40	18,000.00	( 53,116.40)	395.1

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS ADMINISTRATION</u>					
10-430-11 SALARY - PW MAINTENANCE(1)	7,009.75	42,454.16	30,779.00	( 11,675.16)	137.9
10-430-12 SALARY-PW MAINTENANCE(2)	.00	487.00	.00	( 487.00)	.0
10-430-15 SALARY-PW SEASONAL (MOWING)	120.06	488.88	6,000.00	5,511.12	8.2
10-430-16 PW EMPLOYEES-FULL TIME	.00	.00	32,718.00	32,718.00	.0
10-430-20 EMPLOYEE BENEFITS - PW	361.40	2,168.40	13,857.00	11,688.60	15.7
10-430-22 FICA & MEDICARE	518.58	3,161.31	4,493.00	1,331.69	70.4
10-430-23 457 RETIREMENT	63.74	382.44	1,603.00	1,220.56	23.9
10-430-25 UNEMPLOYMENT INSURANCE - PW	4.98	94.13	181.00	86.87	52.0
10-430-26 WORKERS' COMPENSATION - PW	1,029.00	2,065.46	8,250.00	6,184.54	25.0
TOTAL PUBLIC WORKS ADMINISTRATION	9,107.51	51,301.78	97,881.00	46,579.22	52.4
<u>PUBLIC WORKS &amp; STREETS DEPT</u>					
10-431-00 UNIFORMS - PW	.00	674.10	3,500.00	2,825.90	19.3
10-431-20 REPAIRS-EQUIPMENT & VEHICLES	316.21	7,383.43	9,500.00	2,116.57	77.7
10-431-21 STREETS-SIGNS & MATERIAL	.00	1,020.67	10,000.00	8,979.33	10.2
10-431-22 REPAIRS & MAINTENANCE-STREETS	.00	10,072.42	.00	( 10,072.42)	.0
10-431-23 EQUIPMENT RENTAL	.00	.00	200.00	200.00	.0
10-431-24 REPAIRS & MAINTENANCE-STREETS	.00	1,170.81	10,000.00	8,829.19	11.7
10-431-25 FARM HOUSE MAINT	1,591.00	1,995.85	1,000.00	( 995.85)	199.6
10-431-28 FARM HOUSE UTILITIES	.00	.00	2,700.00	2,700.00	.0
10-431-35 COPIER LEASE	7.95	76.48	95.00	18.52	80.5
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	.00	2,409.91	1,500.00	( 909.91)	160.7
10-431-43 BUIDING MAINT	.00	975.37	3,000.00	2,024.63	32.5
10-431-45 UTILITIES-GAS	.00	765.94	1,200.00	434.06	63.8
10-431-46 CELL PHONE	36.22	481.76	975.00	493.24	49.4
10-431-47 TELEPHONE & INTERNET	173.60	486.57	800.00	313.43	60.8
10-431-48 TRASH	.00	.00	540.00	540.00	.0
10-431-52 INSURANCE - PW	3,530.46	7,466.34	9,611.00	2,144.66	77.7
10-431-55 POSTAGE & SHIPPING-PW	5.94	24.47	.00	( 24.47)	.0
10-431-60 STREET LIGHTING - PW	.00	4,443.45	9,600.00	5,156.55	46.3
10-431-61 OFFICE SUPPLIES	.00	.00	1,400.00	1,400.00	.0
10-431-62 FUEL - PW	1,835.52	6,775.54	8,500.00	1,724.46	79.7
10-431-63 CONTRACT REFUSE REMOVAL - PW	.00	1,291.00	2,000.00	709.00	64.6
10-431-64 LEVEE REPAIR & MAINT	.00	389.49	.00	( 389.49)	.0
10-431-65 TREE PROGRAM	.00	.00	1,500.00	1,500.00	.0
10-431-66 PEST/WEED CONTROL - PW	.00	.00	1,600.00	1,600.00	.0
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	180.15	424.00	243.85	42.5
10-431-74 EQUIPMENT- CAPITAL OUTLAY	.00	.00	2,250.00	2,250.00	.0
10-431-99 OTHER MISCELLANEOUS - PW	1,096.56	4,112.20	.00	( 4,112.20)	.0
TOTAL PUBLIC WORKS & STREETS DEPT	8,593.46	52,195.95	87,223.00	35,027.05	59.8

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORMWATER</u>					
10-432-59 STORMWATER ENGINEERING/DESIGN	.00	5,695.00	5,000.00	( 695.00)	113.9
10-432-60 STORMWATER CONSTRUCTION	.00	.00	50,000.00	50,000.00	.0
10-432-61 RETENTION/DETENTION POND MAINT	.00	.00	5,000.00	5,000.00	.0
10-432-62 CULVERT/DITCH MAINT	.00	.00	1,000.00	1,000.00	.0
10-432-63 3RD AVE STORM LIFT STATION	.00	.00	1,000.00	1,000.00	.0
10-432-64 STREET SWEEPING	.00	.00	500.00	500.00	.0
10-432-65 LEVEE REPAIR & MAINT	.00	.00	2,000.00	2,000.00	.0
TOTAL STORMWATER	.00	5,695.00	64,500.00	58,805.00	8.8
<u>PARK &amp; RECREATION</u>					
10-451-10 CONTRACT LABOR	120.00	120.00	.00	( 120.00)	.0
10-451-11 SALARIES - P&R DIRECTOR (SEAS)	.00	.00	17,991.00	17,991.00	.0
10-451-12 SALARIES - SUMMER HELP (SEAS)	.00	1,780.36	16,141.00	14,360.64	11.0
10-451-16 SALARIES-PW FULL-TIME	.00	.00	5,006.00	5,006.00	.0
10-451-22 FICA P&R	.00	136.22	641.00	504.78	21.3
10-451-23 RENTS	150.00	150.00	.00	( 150.00)	.0
10-451-25 UNEMPLOYMENT INSURANCE	.00	3.14	25.00	21.86	12.6
10-451-26 WORKERS' COMPENSATION	514.25	1,035.95	1,500.00	464.05	69.1
10-451-30 SPECIAL EVENTS - P&R	38.43	38.43	1,000.00	961.57	3.8
10-451-38 CELL PHONE	36.22	427.66	490.00	62.34	87.3
10-451-39 TELEPHONE & INTERNET	173.60	486.57	1,200.00	713.43	40.6
10-451-40 TRAINING	.00	.00	1,000.00	1,000.00	.0
10-451-41 UTILITIES - ELECTRIC	.00	4,088.70	12,000.00	7,911.30	34.1
10-451-43 PARK REPAIR AND MAINTENANCE	422.64	11,405.67	15,000.00	3,594.33	76.0
10-451-44 CAPITAL OUTLAY - PARKS	.00	.00	15,000.00	15,000.00	.0
10-451-48 TRASH	.00	.00	800.00	800.00	.0
10-451-55 NEWSLETTERS/POSTCARDS	.00	.00	1,200.00	1,200.00	.0
10-451-60 BACKGROUND CHECKS	.00	.00	735.00	735.00	.0
10-451-61 OPERATING SUPPLIES - P&R	83.48	3,515.99	4,500.00	984.01	78.1
10-451-62 PARKS & RECREATION PROGRAMS	1,892.15	3,019.13	3,000.00	( 19.13)	100.6
10-451-70 IT SUPPORT	.00	.00	100.00	100.00	.0
10-451-71 COMPUTER SOFTWARE	175.00	726.14	2,100.00	1,373.86	34.6
10-451-81 ADULT ACTIVITIES	419.75	419.75	.00	( 419.75)	.0
10-451-83 SOFTBALL	10.00	10.00	2,000.00	1,990.00	.5
10-451-84 BASEBALL	3,930.69	6,839.90	10,100.00	3,260.10	67.7
10-451-86 VOLLEYBALL	.00	.00	1,000.00	1,000.00	.0
10-451-87 SOCCER	.00	2,793.23	1,200.00	( 1,593.23)	232.8
10-451-88 SUMMER ACTIVITY	.00	.00	2,000.00	2,000.00	.0
10-451-90 UNIFORMS & EQUIPMENT P&R	.00	.00	500.00	500.00	.0
10-451-91 MISC FEES	3.98	3.98	.00	( 3.98)	.0
10-451-92 PARK CONCESSION EXPENSE	.00	241.45	100.00	( 141.45)	241.5
10-451-93 MEMBERSHIP/PUBLICATIONS	.00	.00	200.00	200.00	.0
TOTAL PARK & RECREATION	7,970.19	37,242.27	116,529.00	79,286.73	32.0

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

GENERAL FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	102,963.43	547,339.43	1,345,611.00	798,271.57	40.7
NET REVENUE OVER EXPENDITURES	32,897.44	362,856.52	2,556.00	( 360,300.52)	14196.

TOWN OF WIGGINS  
BALANCE SHEET  
JUNE 30, 2022

WATER ENTERPRISE

ASSETS

20-10100	CASH IN COMBINED CASH FUND	913,636.36	
20-10120	CASH ON HAND	50.00	
20-10210	WATER ENTERPRISE CLEARING ACCT	7,603.69	
20-10250	COLOTRUST-WATER FUND	107.18	
20-10251	HIGH PLAINS WATER ENTPR FUND	182,808.26	
20-10260	COLOTRUST - DEVELOPMENT FEES	107.25	
20-10261	2011 USDA DEBT SERV RESERVE	101,283.09	
20-10262	2013 USDA DEBT SERV RESERVE	154,609.15	
20-10270	COLOTRUST-WATER BOND ACCOUNT	22.11	
20-10271	63.23% BOTW DEBT SERVICE	599.86	
20-10273	2020 BOTW LOAN--SINKING FUND	411,190.73	
20-10280	COLOTRUST-WATER BOND RESERVE	108.19	
20-10281	BANK OF THE WEST WTR RESRVS	21,295.09	
20-10282	2020 BOTW LOAN--D.S. RESERVE	255,883.59	
20-10290	OPERATION & MAINTENANCE FUND	107.24	
20-11500	ACCOUNTS RECEIVABLE	66,670.16	
20-14000	CWCB LOAN PROCEEDS ESCROW	1,133,775.50	
20-14100	PREPAID EXPENSE	276.31	
20-16100	LAND	661,549.57	
20-16200	WATER RIGHTS	5,022,202.92	
20-16300	CONSTRUCTION IN PROGRESS	46,000.00	
20-16400	PLANT EQUIPMENT	7,382,696.17	
20-16401	OTHER EQUIPMENT	28,834.06	
20-16410	ACCUMULATED DEPRECIATION	( 1,796,869.05)	
TOTAL ASSETS			<u><u>14,594,547.43</u></u>

LIABILITIES AND EQUITY

LIABILITIES

20-20200	ACCOUNTS PAYABLE	9,256.42	
20-20300	ACCRUED COMPENSATED ABSENCES	7,101.64	
20-20301	ACCR'D COMP ABS--CURR. PORTION	1,775.41	
20-20400	ACCRUED INTEREST PAYABLE	157,563.15	
20-22530	2013 USDA	471,062.09	
20-22540	REVENUE BOND PAYABLE-REA	2,719,371.76	
20-22550	BOTW LOAN--63.23% WATER	1,827,739.03	
20-22600	CAPITAL LEASES PAYABLE	239,931.50	
20-22650	2017 CWCB NOTE PAYABLE	2,408,850.00	
20-22900	CUSTOMER DEPOSIT LIABILITY	49,536.00	
TOTAL LIABILITIES			<u>7,892,187.00</u>

FUND EQUITY

20-27900	RETAINED EARNINGS	6,464,467.93	
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TOWN OF WIGGINS  
BALANCE SHEET  
JUNE 30, 2022

WATER ENTERPRISE

UNAPPROPRIATED FUND BALANCE:			
20-29001	SUSPENSE	109,258.19	
	REVENUE OVER EXPENDITURES - YTD	128,634.31	
	BALANCE - CURRENT DATE		237,892.50
	TOTAL FUND EQUITY		6,702,360.43
	TOTAL LIABILITIES AND EQUITY		14,594,547.43

TOWN OF WIGGINS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
20-34000 WATER SALES	517.50	305,299.73	882,000.00	576,700.27	34.6
20-34001 CUSTOMER DEPOSITS	.00	445.00	35,000.00	34,555.00	1.3
20-34002 BULK WATER SALES	.00	2,274.60	3,000.00	725.40	75.8
20-34440 TAP FEES & ACQUISITION FEES	86,000.00	347,000.00	800,000.00	453,000.00	43.4
20-34450 MISCELLANEOUS WATER INCOME	70.00	7,420.00	15,000.00	7,580.00	49.5
20-36000 WATER DEVELOPMENT CONTRIBUTION	.00	325.00	.00	( 325.00)	.0
20-36001 RENTAL INCOME	.00	.00	12,000.00	12,000.00	.0
20-36100 INTEREST EARNED	109.52	217.86	.00	( 217.86)	.0
TOTAL FUND REVENUE	86,697.02	662,982.19	1,747,000.00	1,084,017.81	38.0

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROFESSIONAL SERVICES</u>					
20-410-13 FINANCIAL AUDIT	5,000.00	5,000.00	4,000.00	( 1,000.00)	125.0
20-410-30 LEGAL SERVICE	.00	678.50	5,000.00	4,321.50	13.6
20-410-31 WATER RIGHTS EXPENSES	6,928.50	42,034.00	95,000.00	52,966.00	44.3
20-410-32 PROFESSIONAL SERVICES	2,046.78	54,825.08	90,000.00	35,174.92	60.9
20-410-33 POSTAGE	67.37	235.57	2,000.00	1,764.43	11.8
20-410-34 WATER DEPOSIT REFUND	.00	.00	1,000.00	1,000.00	.0
20-410-38 PROFESSIONAL SERVICES	.00	.00	10,000.00	10,000.00	.0
20-410-40 TRAVEL, MEETINGS, & TRAINING	309.97	309.97	4,000.00	3,690.03	7.8
20-410-44 POSTAGE MACHINE LEASE	.00	.00	105.00	105.00	.0
20-410-59 DESIGN/SYSTEM ENGINEERING	.00	21,085.00	5,000.00	( 16,085.00)	421.7
TOTAL PROFESSIONAL SERVICES	14,352.62	124,168.12	216,105.00	91,936.88	57.5
<u>WATER ADMINISTRATION</u>					
20-411-12 EMPLOYEE SALARY-ADMINISTRATION	.00	.00	65,793.00	65,793.00	.0
20-411-15 ADMINISTRATION DEPT EMPLOYEES	5,601.60	33,609.60	.00	( 33,609.60)	.0
20-411-20 EMPLOYEE BENEFITS	548.11	3,288.66	10,505.00	7,216.34	31.3
20-411-22 FICA & MEDICARE	422.10	2,532.60	5,033.00	2,500.40	50.3
20-411-23 457 RETIREMENT	251.18	1,507.08	5,116.00	3,608.92	29.5
20-411-25 UNEMPLOYMENT INSURANCE	.00	34.20	197.00	162.80	17.4
20-411-26 WORKERS' COMPENSATION	( 1,766.00)	( 1,758.55)	145.00	1,903.55	(1212.
20-411-72 UTILITY BILLING SOFTWARE EXP	.00	.00	2,920.00	2,920.00	.0
TOTAL WATER ADMINISTRATION	5,056.99	39,213.59	89,709.00	50,495.41	43.7
<u>PUBLIC WORKS ADMINISTRATION</u>					
20-430-11 SALARY-PW MAINTENANCE	1,062.58	6,375.48	30,040.00	23,664.52	21.2
20-430-15 EMPL SALARY-PW P/T SEASONAL	.00	.00	1,950.00	1,950.00	.0
20-430-20 EMPLOYEE BENEFITS	180.70	1,084.20	5,730.00	4,645.80	18.9
20-430-22 FICA & MEDICARE	67.86	407.16	2,298.00	1,890.84	17.7
20-430-23 457 RETIREMENT	31.88	191.28	901.00	709.72	21.2
20-430-25 UNEMPLOYMENT INSURANCE	.00	7.02	90.00	82.98	7.8
20-430-26 WORKERS' COMPENSATION	.00	354.75	3,345.00	2,990.25	10.6
TOTAL PUBLIC WORKS ADMINISTRATION	1,343.02	8,419.89	44,354.00	35,934.11	19.0
<u>SUPPLIES</u>					
20-431-22 EQUIPMENT REPAIRS AND MAINT	.00	2,753.16	5,000.00	2,246.84	55.1
20-431-62 FUEL	.00	262.81	6,000.00	5,737.19	4.4
20-431-75 VEHICLE REPAIR	.00	.00	5,000.00	5,000.00	.0
TOTAL SUPPLIES	.00	3,015.97	16,000.00	12,984.03	18.9

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATIONS</u>					
20-432-00 LINE MAINTENANCE	.00	.00	2,500.00	2,500.00	.0
20-432-05 UTILITY LOCATE EXPENSE	.00	267.41	.00	( 267.41)	.0
20-432-30 CONTRACT OPERATOR	400.00	1,600.00	6,000.00	4,400.00	26.7
20-432-35 COPIER LEASE	39.75	382.36	477.00	94.64	80.2
20-432-37 ANALYTICAL/SAMPLING EXPENSE	487.70	8,272.25	12,000.00	3,727.75	68.9
20-432-39 GIS	.00	.00	1,125.00	1,125.00	.0
20-432-40 TELEPHONE & INTERNET	341.46	1,013.96	800.00	( 213.96)	126.8
20-432-41 UTILITIES-ELECTRIC	2,005.18	23,831.90	70,000.00	46,168.10	34.1
20-432-45 UTILITIES-GAS	.00	1,648.66	500.00	( 1,148.66)	329.7
20-432-46 CELL PHONE	.00	.00	764.00	764.00	.0
20-432-48 TRASH	.00	.00	100.00	100.00	.0
20-432-49 UTILITIES-PROPANE	.00	6,066.66	100.00	( 5,966.66)	6066.7
20-432-50 PERMIT FEES	.00	.00	300.00	300.00	.0
20-432-52 INSURANCE AND BONDS	1,961.37	7,072.51	8,000.00	927.49	88.4
20-432-53 BOOSTER STATION MAINTENANCE	.00	352.66	12,000.00	11,647.34	2.9
20-432-54 WATER MAIN INSTALLATION EXP	.00	1,228.99	7,500.00	6,271.01	16.4
20-432-55 METER INSTALL EXPENSE	.00	6,830.27	30,000.00	23,169.73	22.8
20-432-56 MAINTENANCE (PLANT) RO	13,906.72	20,796.09	15,000.00	( 5,796.09)	138.6
20-432-57 TREATMENT/OPERATING SUPPLIES	1,210.50	1,765.45	7,500.00	5,734.55	23.5
20-432-59 WATER WELL MAINTENANCE	.00	158.43	1,000.00	841.57	15.8
20-432-61 OFFICE SUPPLIES	.00	.00	1,500.00	1,500.00	.0
20-432-68 COPIER EXPENSE	.00	466.87	390.00	( 76.87)	119.7
20-432-70 IT SUPPORT	.00	.00	500.00	500.00	.0
20-432-75 SYSTEM REPAIR & MAINTENANCE	316.83	1,147.60	.00	( 1,147.60)	.0
20-432-85 WATER LEASES	.00	.00	70,000.00	70,000.00	.0
20-432-87 EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
20-432-90 CAPITAL IMPROVEMENT PROJECT	.00	.00	100,000.00	100,000.00	.0
20-432-99 OTHER MISCELLANEOUS EXPENSE	40,675.00	39,649.99	1,000.00	( 38,649.99)	3965.0
TOTAL OPERATIONS	61,344.51	122,552.06	354,056.00	231,503.94	34.6
<u>DEBT SERVICE</u>					
20-471-09 LOAN PMT-CWCB	.00	.00	45,000.00	45,000.00	.0
20-471-11 LOAN PAYMENT-USDA	.00	73,536.00	147,000.00	73,464.00	50.0
20-471-12 LEASE/PURCHASE PAYMTS-KAMMERER	7,020.84	24,572.94	42,125.00	17,552.06	58.3
20-471-13 BOTW SINKING FUND PYMT	36,132.75	36,132.75	40,000.00	3,867.25	90.3
20-471-14 BOTW INTEREST PYMT	14,613.69	102,736.56	95,000.00	( 7,736.56)	108.1
TOTAL DEBT SERVICE	57,767.28	236,978.25	369,125.00	132,146.75	64.2
TOTAL FUND EXPENDITURES	139,864.42	534,347.88	1,089,349.00	555,001.12	49.1
NET REVENUE OVER EXPENDITURES	( 53,167.40)	128,634.31	657,651.00	529,016.69	19.6

TOWN OF WIGGINS  
BALANCE SHEET  
JUNE 30, 2022

SEWER ENTERPRISE

ASSETS

30-10100	CASH IN COMBINED CASH FUND	1,162,399.67	
30-10250	COLOTRUST FUND	107.18	
30-10251	HIGH PLAINS SEWER ENTPR FUND	63,653.05	
30-10260	COLOTRUST SEWER PROJECT	107.18	
30-10271	36.77% BOTW DEBT SERVICE	1,768.84	
30-10273	2020 BOTW LOAN--SINKING FUND	239,118.77	
30-10282	2020 BOTW LOAN--D.S. RESERVE	148,803.41	
30-10290	CD 1726--STORM SEWER WGNS SCH	12,301.08	
30-11500	ACCOUNTS RECEIVABLE	23,488.99	
30-14100	PREPAID EXPENSE	276.30	
30-16100	LAND	821,659.00	
30-16200	BUILDINGS	130,310.00	
30-16300	CONSTRUCTION IN PROGRESS	63,081.99	
30-16400	EQUIPMENT	2,118,488.31	
30-16401	OTHER EQUIPMENT	25,098.72	
30-16410	ACCUMULATED DEPRECIATION-EQ	( 768,463.19)	
TOTAL ASSETS			4,042,199.30

LIABILITIES AND EQUITY

LIABILITIES

30-20200	ACCOUNTS PAYABLE	10,790.84	
30-20300	ACCRUED COMPENSATED ABSENCES	7,101.64	
30-20301	ACCR'D COMP ABS--CURR. PORTION	1,775.41	
30-20400	ACCRUED INTEREST PAYABLE	10,435.84	
30-22550	BOTH 36.77% SEWER LOAN	1,062,880.97	
30-22900	CUSTOMER DEPOSIT LIABILITY	10,872.00	
30-22905	DEVELOPER PERFORMANCE DEPOSIT	11,750.00	
TOTAL LIABILITIES			1,115,606.70

FUND EQUITY

30-27900	RETAINED EARNINGS	2,830,717.65	
UNAPPROPRIATED FUND BALANCE:			
30-29001	SUSPENSE	63,536.65	
	REVENUE OVER EXPENDITURES - YTD	32,338.30	
BALANCE - CURRENT DATE		95,874.95	
TOTAL FUND EQUITY			2,926,592.60
TOTAL LIABILITIES AND EQUITY			4,042,199.30

TOWN OF WIGGINS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
30-33420 DOLA GRANT	.00	.00	155,000.00	155,000.00	.0
30-34000 SEWER SALES	.00	105,705.82	248,400.00	142,694.18	42.6
30-34001 CUSTOMER DEPOSITS	.00	130.00	35,000.00	34,870.00	.4
30-34440 TAP FEES	40,000.00	158,000.00	320,000.00	162,000.00	49.4
30-36100 INTEREST EARNED	15.95	31.73	.00	( 31.73)	.0
30-39110 TRANSFER FROM SALES TAX FUND	.00	.00	85,000.00	85,000.00	.0
TOTAL FUND REVENUE	40,015.95	263,867.55	843,400.00	579,532.45	31.3

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROFESSIONAL SERVICES</u>					
30-410-13 FINANCIAL AUDIT	5,000.00	5,000.00	8,000.00	3,000.00	62.5
30-410-30 LEGAL SERVICE	.00	.00	500.00	500.00	.0
30-410-32 PROFESSIONAL SERVICES	1,989.11	10,469.66	15,000.00	4,530.34	69.8
30-410-33 POSTAGE	67.36	235.56	2,100.00	1,864.44	11.2
30-410-34 SEWER DEPOSIT REFUND	.00	.00	500.00	500.00	.0
30-410-35 COPIER LEASE	39.75	382.30	477.00	94.70	80.2
30-410-40 TRAINING	310.06	310.06	1,000.00	689.94	31.0
30-410-44 POSTAGE MACHINE LEASE	.00	.00	105.00	105.00	.0
30-410-67 OFFICE SUPPLIES	.00	.00	200.00	200.00	.0
30-410-68 COPIER EXPENSE	.00	.00	600.00	600.00	.0
TOTAL PROFESSIONAL SERVICES	7,406.28	16,397.58	28,482.00	12,084.42	57.6

SEWER ADMINISTRATION

30-411-14 EMPL SALARY'S-ADMINISTRATION	.00	.00	45,524.00	45,524.00	.0
30-411-15 ADMINISTRATION DEPT EMPLOYEES	5,601.60	33,609.60	.00 (	33,609.60)	.0
30-411-20 EMPLOYEE BENEFITS	548.10	3,288.60	7,162.00	3,873.40	45.9
30-411-22 FICA & MEDICARE	422.12	2,532.72	3,483.00	950.28	72.7
30-411-23 457 RETIREMENT	251.16	1,506.96	3,610.00	2,103.04	41.7
30-411-25 UNEMPLOYMENT INSURANCE	.00	34.19	137.00	102.81	25.0
30-411-26 WORKERS' COMPENSATION	( 1,195.75)	( 1,195.75)	145.00	1,340.75	(824.7)
30-411-70 IT SUPPORT	.00	.00	250.00	250.00	.0
30-411-72 UTILITY SOFTWARE EXP	.00	.00	2,920.00	2,920.00	.0
TOTAL SEWER ADMINISTRATION	5,627.23	39,776.32	63,231.00	23,454.68	62.9

PUBLIC WORKS ADMINISTRATION

30-430-11 SALARY-PW MAINTENANCE	1,062.58	6,375.48	.00 (	6,375.48)	.0
30-430-12 SALARY-PW MAINTENANCE	.00	1,410.78	30,040.00	28,629.22	4.7
30-430-13 EMPL SALARY-PW P/T SEASONAL	.00	.00	1,950.00	1,950.00	.0
30-430-20 EMPLOYEE BENEFITS	180.70	1,084.20	5,730.00	4,645.80	18.9
30-430-22 FICA & MEDICARE	67.88	515.18	2,298.00	1,782.82	22.4
30-430-23 457 RETIREMENT	31.88	191.28	901.00	709.72	21.2
30-430-25 UNEMPLOYMENT	.00	9.27	149.00	139.73	6.2
30-430-26 WORKERS' COMPENSATION	.00	222.95	90.00 (	132.95)	247.7
TOTAL PUBLIC WORKS ADMINISTRATION	1,343.04	9,809.14	41,158.00	31,348.86	23.8

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WWTP</u>					
30-431-22 EQUIPMENT MTNCE & REPAIRS	.00	.00	10,000.00	10,000.00	.0
30-431-41 UTILITIES-ELECTRIC	.00	.00	11,000.00	11,000.00	.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	2,040.00	5,000.00	2,960.00	40.8
30-431-59 ENGINEERING DESIGN	.00	8,052.50	5,000.00	( 3,052.50)	161.1
30-431-62 FUEL	.00	262.82	3,500.00	3,237.18	7.5
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
TOTAL WWTP	.00	10,355.32	65,776.00	55,420.68	15.7
<u>OPERATIONS</u>					
30-432-00 LINE MAINTENANCE	.00	.00	12,000.00	12,000.00	.0
30-432-05 UTILITY LOCATE EXPENSE	.00	210.61	.00	( 210.61)	.0
30-432-30 CONTRACT OPERATOR	400.00	1,600.00	6,000.00	4,400.00	26.7
30-432-39 COMPUTER SOFTWARE-GIS	.00	.00	1,125.00	1,125.00	.0
30-432-41 UTILITIES(ELECTRIC)	338.65	11,506.57	25,000.00	13,493.43	46.0
30-432-42 TELEPHONE/INTERNET	173.60	621.76	800.00	178.24	77.7
30-432-45 UTILITIES --GAS	.00	765.90	100.00	( 665.90)	765.9
30-432-46 CELL PHONE	.00	.00	764.00	764.00	.0
30-432-50 PERMIT FEES	.00	1,574.00	1,650.00	76.00	95.4
30-432-51 ANALYTICAL/SAMPLING EXPENSE	516.20	4,888.40	4,500.00	( 388.40)	108.6
30-432-52 INSURANCE AND BONDS	1,961.37	7,072.49	8,000.00	927.51	88.4
30-432-53 SEWER CLEANING/VIDEO	.00	.00	15,000.00	15,000.00	.0
30-432-55 GENERAL MAINT CENT LIFT ST	.00	.00	1,000.00	1,000.00	.0
30-432-56 GENERAL MAINT OF PLANT	1,134.10	2,538.95	2,500.00	( 38.95)	101.6
30-432-57 GENERAL MAINT JOHNSON LT ST	64.00	214.00	2,000.00	1,786.00	10.7
30-432-59 ENGINEERING DESIGN	.00	.00	15,000.00	15,000.00	.0
30-432-60 TREATMENT OPERATIONS	1,210.50	3,054.81	10,000.00	6,945.19	30.6
30-432-61 OFFICE SUPPLIES	.00	453.16	1,500.00	1,046.84	30.2
30-432-75 CAPITAL OUTLAY - LINES	.00	1,266.00	331,730.00	330,464.00	.4
30-432-99 OTHER MISCELLANEOUS EXPENSE	.00	( 2,183.43)	1,000.00	3,183.43	(218.3)
TOTAL OPERATIONS	5,798.42	33,583.22	439,669.00	406,085.78	7.6
<u>DEBT SERVICE</u>					
30-471-13 BOTW SINKING FUND PYMT	36,132.75	96,798.51	80,000.00	( 16,798.51)	121.0
30-471-14 BOTW INTEREST PYMT	14,613.69	24,809.16	.00	( 24,809.16)	.0
TOTAL DEBT SERVICE	50,746.44	121,607.67	80,000.00	( 41,607.67)	152.0
TOTAL FUND EXPENDITURES	70,921.41	231,529.25	718,316.00	486,786.75	32.2



TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	( 30,905.46)	32,338.30	125,084.00	92,745.70	25.9

TOWN OF WIGGINS  
BALANCE SHEET  
JUNE 30, 2022

SALES TAX CAPITAL IMPROVEMENT

ASSETS

40-10100	CASH IN COMBINED CASH FUND	686,520.12	
40-10250	COLOTRUST FUND	107.18	
40-10251	HIGH PLAINS 1% TAX FUND	15,175.36	
40-11500	ACCOUNTS RECEIVABLE	44,015.44	
	TOTAL ASSETS		745,818.10

LIABILITIES AND EQUITY

LIABILITIES

40-25320	FUND BALANCE	620,845.59	
	TOTAL LIABILITIES		620,845.59

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:  
REVENUE OVER EXPENDITURES - YTD

124,972.51

BALANCE - CURRENT DATE

124,972.51

TOTAL FUND EQUITY

124,972.51

TOTAL LIABILITIES AND EQUITY

745,818.10

TOWN OF WIGGINS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

SALES TAX CAPITAL IMPROVEMENT

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
	<u>REVENUES</u>					
40-31300	1% TOWN SALES TAX	21,987.04	124,969.28	200,000.00	75,030.72	62.5
40-36100	INTEREST EARNED	.04	3.23	5.00	1.77	64.6
	TOTAL FUND REVENUE	<u>21,987.08</u>	<u>124,972.51</u>	<u>200,005.00</u>	<u>75,032.49</u>	<u>62.5</u>

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

SALES TAX CAPITAL IMPROVEMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL PROJECTS</u>					
40-430-00 CAPITAL PROJECTS - SEWER	.00	.00	85,000.00	85,000.00	.0
40-430-05 CIP-NORTH STORM DETENTION	.00	.00	75,000.00	75,000.00	.0
40-430-10 CIP-MAIN STREET C&G 3RD TO 5TH	.00	.00	60,000.00	60,000.00	.0
TOTAL CAPITAL PROJECTS	.00	.00	220,000.00	220,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	220,000.00	220,000.00	.0
NET REVENUE OVER EXPENDITURES	21,987.08	124,972.51	( 19,995.00)	( 144,967.51)	625.0

TOWN OF WIGGINS  
BALANCE SHEET  
JUNE 30, 2022

CONSERVATION TRUST

ASSETS

50-10100	CASH IN COMBINED CASH FUND	19,833.99	
50-10250	COLOTRUST FUND	107.18	
50-10251	HIGH PLAINS CNSRVTN TRST FUND	14,226.85	
	TOTAL ASSETS		34,168.02

LIABILITIES AND EQUITY

LIABILITIES

50-25320	FUND BALANCE	24,873.13	
	TOTAL LIABILITIES		24,873.13

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	9,294.89		
BALANCE - CURRENT DATE		9,294.89	
	TOTAL FUND EQUITY		9,294.89
	TOTAL LIABILITIES AND EQUITY		34,168.02

TOWN OF WIGGINS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

CONSERVATION TRUST

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
	<u>REVENUES</u>					
50-33501	CT - ST PROCEEDS (LOTTERY)	4,297.21	9,287.74	10,000.00	712.26	92.9
50-36100	INTEREST EARNED	3.59	7.15	10.00	2.85	71.5
	TOTAL FUND REVENUE	4,300.80	9,294.89	10,010.00	715.11	92.9

TOWN OF WIGGINS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2022

CONSERVATION TRUST

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
50-411-11 GROUNDKEEPER SALARY	.00	.00	5,460.00	5,460.00	.0
50-411-22 FICA	.00	.00	418.00	418.00	.0
50-411-25 UNEMPLOYMENT	.00	.00	16.00	16.00	.0
50-411-26 WORKERS' COMPENSATION	.00	.00	100.00	100.00	.0
TOTAL ADMINISTRATION	.00	.00	5,994.00	5,994.00	.0
<u>PARK OPERATIONS</u>					
50-452-60 REPAIRS AND MAINTENANCE	.00	.00	3,000.00	3,000.00	.0
TOTAL PARK OPERATIONS	.00	.00	3,000.00	3,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	8,994.00	8,994.00	.0
NET REVENUE OVER EXPENDITURES	4,300.80	9,294.89	1,016.00	( 8,278.89)	914.9



## STAFF SUMMARY

### Board of Trustees Meeting July 27, 2022

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**DATE:** July 15, 2022

**AGENDA ITEM NUMBER:** 5

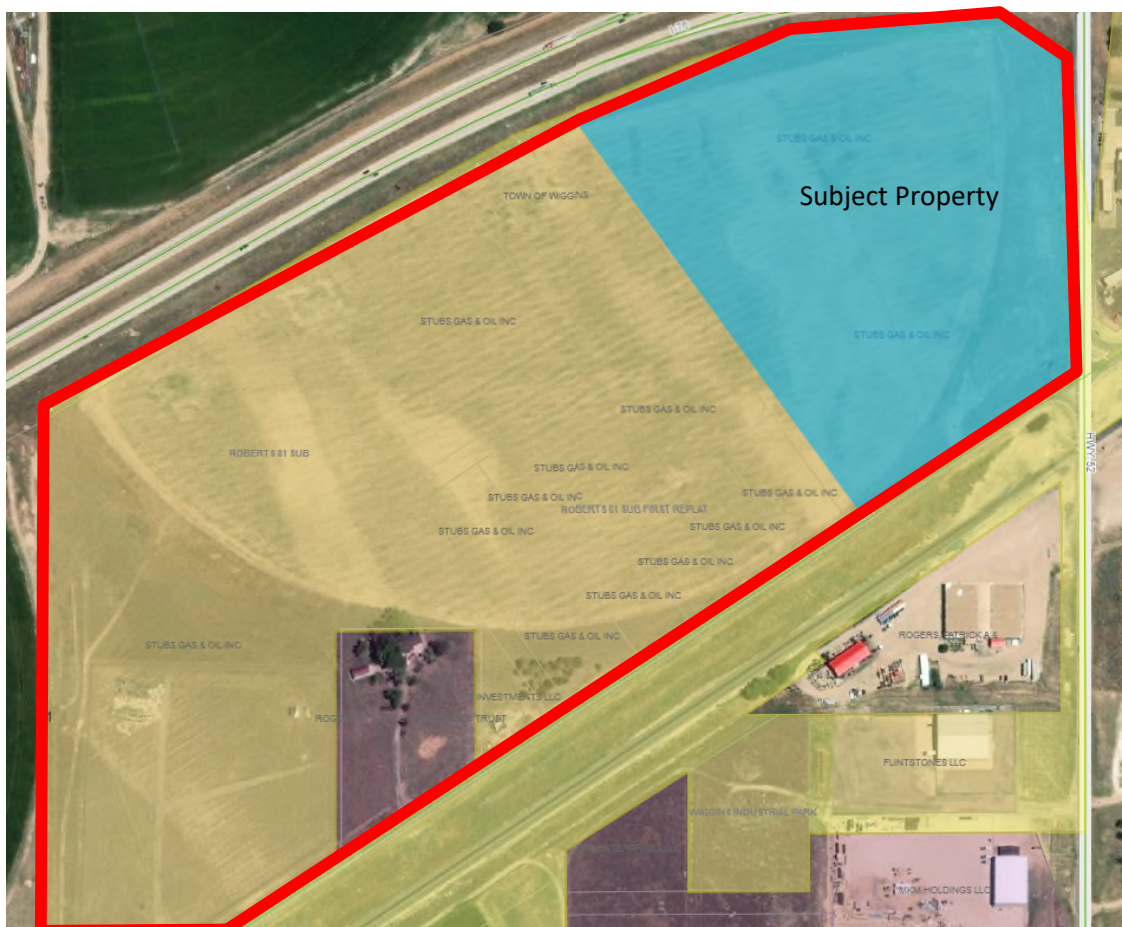
**TOPIC:** Public Hearing and Consideration of a Second Subdivision Replat for Roberts 81

**STAFF MEMBER RESPONSIBLE:** Hope Becker, Planning & Zoning Administrator

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**BACKGROUND:**

Roberts 81 is a subdivision located at the corner of Highway 39 and Highway 6 (also known as Central Avenue) on the northeast part of town. The property location is commonly referenced as being across from Stubs Gas and Oil. Roberts 81 is owned by Steve Klecka.





The subdivision was approved by the Board of Trustees with Resolution 40-2017 on October 11, 2017. A replat was approved Resolution 38-2018 November 28, 2018 for the subdividing of Tract 4.

This replat application conforms substantially to the first filing of Roberts 81. Tracts 2 & 3 will maintain their shape but are now being re-subdivided to provide smaller lots to entice potential buyers. The second replat will divide these 21 acres into 10 lots.

The applicant submitted a Land Use Application to the Planning and Zoning Commission for review on July 12<sup>th</sup>, 2022. After asking many questions and deliberating, the Planning and Zoning Commission unanimously approved a recommendation to the Board of Trustees for final approval.

**SUMMARY:**

*COMPREHENSIVE PLAN:*

The Comprehensive Plan supports the development of Wiggins' vacant lots. It encourages the "sound and orderly development ... to provide a well-balanced land use pattern." (Wiggins Comprehensive Plan, VI-23).

*LAND DEVELOPMENT CODE (LDC):*

The applicant has prepared a Final Plat in accordance with the Wiggins Land Development Code. The Town of Wiggins Land Development Code requires all subdivisions to go through the Final Plat process when amending the plat. This application proposes to subdivide Tract 2 and 3 of the Roberts 81 Subdivision into 10 lots. The property is currently vacant with no existing buildings or structures and does not have any notable topographic features; therefore, allowing the developer to easily create additional lots without disrupting neighboring lots.

Public infrastructure has been added to the plat to allow for easy access to all lots. All public infrastructures will be dedicated to the Town; however, the Town will not take conditional ownership until everything has been constructed per the Subdivision Agreement. Roberts 81 has a recorded Bulk Subdivision Agreement that is currently enforce until subdivision agreements can be created for each replat. A Subdivision Agreement will need to be drafted and approved by the Board of Trustees prior to when the developers are ready to request final approval of their Planned Development.

Staff determined two minor corrections to be made to the replat prior to recording with the Morgan County Clerk and Recorder's office. 1) Applicant needs to change the title of "Mayor" to "Town Mayor" in the Town signature block and 2) The sign easement located on the corner of Highway 39 and Highway 6 (aka Central Avenue) on the replat needs to be labeled and 3) "Preliminary" needs to be removed from the plat.

The proposed replat complies with all applicable state and local requirements. Staff and the Planning and Zoning Commissioners recommend approval of the proposed subdivision second replat.

**FISCAL IMPACT:**

Approving this Resolution has no negative impact on the Town's adopted budget.

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

Approval of the Roberts 81 Subdivision Second Replat supports the Town's goal of supporting business development and expansion.

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

The Board of Trustees may approve the subdivision second replat, disapprove the subdivision replat, or the Board of Trustees may table the matter to request additional information for review at a later meeting.

**MOTION FOR APPROVAL:**

I make the motion to adopt Resolution 23-2022: A Resolution Approving the Roberts 81 Subdivision Second Replat.

**ACTION REQUESTED:**

Motion, Second, Roll-Call Vote.

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

**TOWN OF WIGGINS  
RESOLUTION NO. 23-2022**

**A RESOLUTION APPROVING THE ROBERTS 81 SUBDIVISION SECOND REPLAT**

**WHEREAS**, there has been submitted to the Board of Trustees of the Town of Wiggins a request for approval of the Roberts 81 Subdivision Second Replat; and

**WHEREAS**, all materials related to the proposed final plat have been reviewed by the Town Staff and the Wiggins Planning Commission and found with conditions to be in compliance with the Town of Wiggins subdivision and zoning ordinances and related Town ordinances, regulations, and policies; and

**WHEREAS**, the Wiggins Planning Commission has held a properly noticed public hearing on the application, and has forwarded to the Board of Trustees a recommendation of approval with conditions; and

**WHEREAS**, the Board of Trustees has duly considered the proposed final plat and has held a properly noticed public hearing on the application; and

**WHEREAS**, the Board of Trustees find that the proposed final plat should be approved, subject to certain conditions.

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

**Section 1.** The Board of Trustees of the Town of Wiggins hereby approves the Roberts 81 Subdivision Second Replat, subject to the conditions set forth on Exhibit A attached hereto and incorporated by reference.

**INTRODUCED, READ, AND ADOPTED THIS 27<sup>TH</sup> DAY OF JULY, 2022.**

TOWN OF WIGGINS, COLORADO

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

ATTEST:

\_\_\_\_\_  
Deborah Lee, Town Clerk

## **EXHIBIT A**

The following shall be addressed prior to recording the final plat:

- The term “Mayor” in the Town signature block needs to be replaced with “Town Mayor”.
- The corner of Highway 39 and Highway 6 (aka Central Avenue) sign easement needs to be labeled on the plat.
- Remove the word “Preliminary” from the plat.



June 15, 2022

Town of Wiggins  
304 Central Avenue  
Wiggins, CO 80654  
Attn: Hope Becker, Senior Planner

**RE: Roberts 81 Second Replat**

Dear Hope;

I am pleased to submit the application for the Second Replat on behalf of Steve Klecka and his family. The Second Replat subdivides Tracts 2 and 3, a total of 21.4 acres, into 10 lots. These coincide with Planning Areas 2 and 3 which allow primarily commercial development. There are access and utility easements and right-of-way included in the plat document. There are no development proposals currently associated with these lots.

Included in the submittal are:

- 1) Land Use Application
- 2) Title Commitment dated May 16, 2022
- 3) Replat Document

As you suggested, the submittal is partially complete so that we can keep our hearing date and allow the public notice to proceed. I intend submit the following documents in the next few days:

- 1) Drainage and Utility studies,
- 2) Construction Documents,
- 3) Land Use Application signed and notarized, and
- 4) Application Fee paid based upon your confirmation of the amount.

I believe this completes the application but let me know if there are any other items I am missing.

Thanks for your assistance,

*Melissa Kendrick*

Melissa Kendrick  
Owners Representative



**Town of Wiggins**  
**Planning & Zoning Department**  
 304 E Central Avenue \* Wiggins, CO 80654  
 Phone: (970) 483-6161 \* Fax: (970) 483-7364  
<http://townofwiggins.colorado.gov>

## LAND USE APPLICATION

*Please fill form out completely. Incomplete applications will not be processed.*

<b>STAFF USE ONLY</b>		
<b>FILE NAME:</b> Roberts 81 Subdivision Second Replat - tracts 2&3		
<b>FILE NO:</b> RES no. 04-2022	<b>DATE SUBMITTED:</b> 06/15/2022	<b>FEES PAID:</b> \$4,000.00

**Project Name:** Roberts 81 Second Replat

**Project Physical Address** (if applicable):

**Project Description:** Replat of Tracts 2 and 3 of the Roberts 81 Bulk Subdivision creating 10 lots.

**Legal Description:** (Attach legal description if Metes & Bounds)

**Subdivision Name:** (If applicable) Roberts 81 Second Replat

**Filing No.** \_\_\_\_\_ **Lot No.** \_\_\_\_\_ **Block No.** \_\_\_\_\_ **Section** \_\_\_\_\_ **Township** \_\_\_\_\_ **Range** \_\_\_\_\_

PROPERTY OWNER (Attach separate sheets if multiple)	AUTHORIZED REPRESENTATIVE
<b>Name/Company:</b> Steve Klecka, Stubbs Gas & Oil	<b>Company/Firm:</b> Kendrick Consulting Inc.
<b>Contact Person:</b>	<b>Contact Person:</b> Melissa Kendrick
<b>Address:</b> 16740 CO 39	<b>Address:</b> 588 Newark St.
<b>City/State/Zip:</b> Wiggins, CO 80654	<b>City/State/Zip:</b> Aurora, CO 80010
<b>Phone:</b> 970-380-0051	<b>Phone:</b> 303-725-1255
<b>Email:</b> steve.klecka@gmail.com	<b>Email:</b> kendrickplanning@gmail.com
MINERAL RIGHTS OWNER (Attach separate sheets if multiple)	MINERAL LEASE OWNER (Attach separate sheets if multiple)
<b>Name/Company:</b> N/A	<b>Name/Company:</b>
<b>Address:</b>	<b>Address:</b>
<b>City/State/Zip:</b>	<b>City/State/Zip:</b>
LAND-USE & SUMMARY INFORMATION	
<b>Present Zoning:</b> Planned Development	<b>Gross Site Density (du/ac):</b> n/a
<b>Proposed Zoning:</b> No Change	<b># Lots/Units Proposed:</b> 10 lots
<b>Gross Acreage:</b> 81 acres	



SERVICE PROVIDERS	
Electric:	Gas: Xcel Energy
Special District:	Fire District: Wiggins Fire Department
Water: (If other than Town)	Sewer: (If other than Town)

DEVELOPMENT REVIEW FEES					
ANNEXATION		VARIANCE		VACATION	
<input type="checkbox"/> Annexation	\$3,500.00	<input type="checkbox"/> Residential	\$250.00	<input type="checkbox"/> Vacation of	\$ 1,000.00
<input type="checkbox"/> Disconnection	\$500.00	<input type="checkbox"/> Commercial	\$350.00		

REZONING / SPECIAL REVIEW		SITE SPECIFIC (COMMERCIAL)	
<input type="checkbox"/> Rezoning	\$3,500.00	<input type="checkbox"/> Commercial Infill Final Dev Plan	\$3,500.00
<input type="checkbox"/> Special Use Review	\$250.00		
<input type="checkbox"/> Conditional Use Review	\$250.00		

BOUNDARY LINE / LOT MERGERS	
<input type="checkbox"/> Boundary Line Adj / Lot Merger	\$350.00

MINOR SUBDIVISION		MAJOR SUBDIVISION	
<input type="checkbox"/> Minor Subdivision	\$ 2,500.00	<input type="checkbox"/> Preliminary Development Plan	\$3,500.00
<input type="checkbox"/> Sketch Plan Review	\$ 1,000.00	<input type="checkbox"/> Final Development Plan (Res)	\$3,000.00
<input type="checkbox"/> Final Plat Review (Residential)	\$ 3,000.00	<input type="checkbox"/> Final Development Plan (Comm)	\$4,000.00
<input checked="" type="checkbox"/> Final Plat Review (Commercial)	\$ 4,000.00		

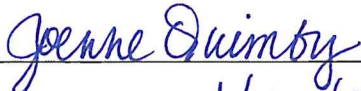
The undersigned is fully aware of the request/proposal being made and the actions being initiated on the referenced property. The undersigned understands that the application must be found to be complete by the Town of Wiggins before the request can officially be accepted and the development review process initiated. The undersigned is aware that the applicant is fully responsible for all reasonable costs associated with the review of the application/request being made to the Town of Wiggins. By this acknowledgement, the undersigned hereby certify that the above information is true and correct.

Property Owner Signature:  Date: 7-12-22

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

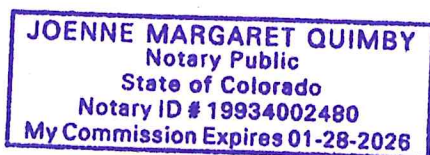
STATE OF COLORADO )  
 ) ss.  
County of MORGAN )

The foregoing instrument was acknowledged before me this 12<sup>th</sup> day of JULY, 2022.

By 

My commission expires: 1/28/26

Witness my hand and official seal.



Notary Public



ROBERTS 81 SUBDIVISION SECOND REPLAT

A REPLAT OF TRACT 2 AND 3, ROBERTS 81 SUBDIVISION,

SITUATE IN THE NORTHEAST QUARTER OF SECTION 11, TOWNSHIP 3 NORTH, RANGE 60 WEST OF THE 6TH P.M.

TOWN OF WIGGINS, COUNTY OF MORGAN, STATE OF COLORADO

OWNERSHIP AND DEDICATION

Known by all men by these presents, that the undersigned Stub's Gas & Oil, Inc., being the owners of the land shown in this Final Plat and described as follows:

Tract 2 and Tract 3, Roberts 81 Subdivision, recorded May 22, 2018 as Reception No. 1500417 of the Records of Morgan County, Situate in the Northeast Quarter of Section Eleven (11), Township Three North (T.3N.), Range Sixty West (R.60W.) of the Sixth Principal Meridian (6th P.M.), Town of Wiggins, County of Morgan, State of Colorado

Said described parcel of land contains 933,722 Square Feet or 21.435 Acres, more or less.

Have laid out, subdivided and platted said land as per drawing hereon contained under the name and style of ROBERTS 81 SUBDIVISION SECOND REPLAT, a subdivision of a part of the Town of Wiggins, County of Morgan, State of Colorado, and by these presents does hereby dedicate to the Town of Wiggins the streets and avenues as shown on the accompanying plat for the public use thereof forever and does further dedicate to the use of the Town of Wiggins and all serving public utilities (and other appropriate entities) those portions of said real property which are so designated as easements as shown.

It is expressly understood and agreed by the undersigned that all expenses and costs involved in constructing and installing sanitary sewer system works and lines, storm drainage works and lines, water system works and lines, gas service lines, electrical service works and lines, landscaping, curbs, gutters, street pavement, sidewalks, and other utilities and services shall be guaranteed and paid for by the Subdivider or arrangements made by the Subdivider there of which are approved by the Town of Wiggins, Colorado, and such sums shall not be paid by the Town of Wiggins, and that any item so constructed or installed when accepted by the Town of Wiggins shall become the sole property of said Town of Wiggins, Colorado, except private roadway curbs, gutter and pavement and items owned by municipality franchised utilities, other serving public entities, which when constructed or installed shall remain and/or become the property of such municipality franchised utilities, other serving public entities and shall not become the property of the Town of Wiggins, Colorado.

Owner: Stub's Gas & Oil, Inc.

By: As:

NOTARIAL CERTIFICATE

STATE OF COLORADO )

COUNTY OF WELD )

The foregoing instrument was acknowledged before me by as this day of , 20 .

Witness my Hand and Official Seal.

My commission expires: .

TOWN APPROVAL BLOCK

This is to certify that the Plat of ROBERTS 81 SUBDIVISION SECOND REPLAT was approved on this day of , 20 , by Resolution No. and that the Mayor of the Town of Wiggins on behalf of the Town of Wiggins, hereby acknowledges said Plat upon which this certificate is endorsed for all purposes indicated thereon.

Mayor ATTEST: Town Clerk

CLERK AND RECORDER'S CERTIFICATE

STATE OF COLORADO )

COUNTY OF MORGAN )

I hereby certify that this instrument was filed in my office at o'clock \_\_M., this day of , 20 , and is duly recorded in Plat File .

Recorder Deputy

BASIS OF BEARINGS AND LINEAL UNIT DEFINITION

Assuming the Southeasterly line of Tract 3, Roberts 81 Subdivision monumented as shown on this drawing, as bearing South 54°39'10" West, being a Grid Bearing of the Colorado State Plane Coordinate System, North Zone, North American Datum 1983/2011, a distance of 689.73 feet and with all other bearings contained herein relative thereto.

The lineal dimensions as contained herein are based upon the "U.S. Survey Foot".

NOTICE

According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon. (13-80-105 C.R.S. 2012)

TITLE COMMITMENT NOTE

For all information regarding easements, rights-of-way and title of records, Majestic Surveying, LLC relied upon Title Commitment Number 00056910SB, dated May 9, 2022, as prepared by Equity Title of Colorado to delineate the aforesaid information. This survey does not constitute a title search by Majestic Surveying, LLC to determine ownership or easements of record.

FLOOD PLAIN NOTE

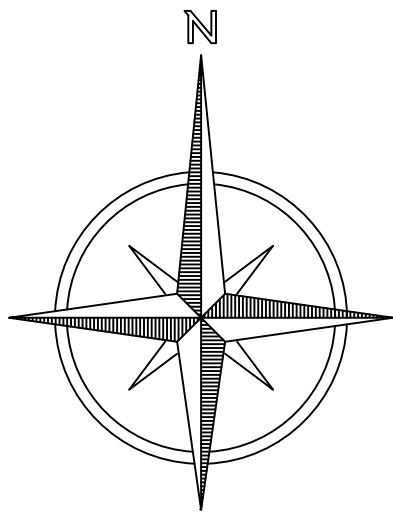
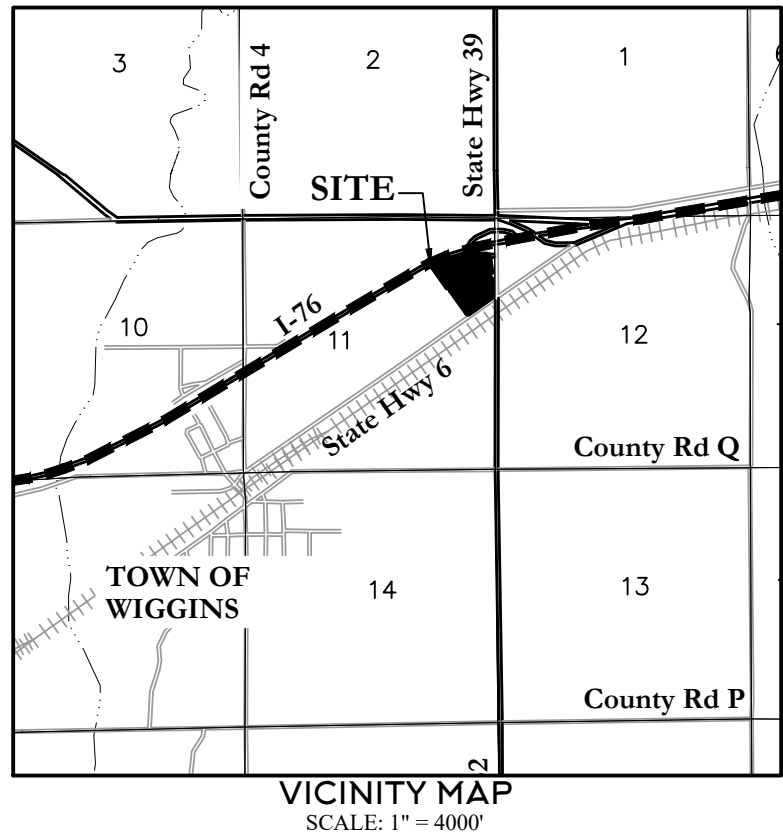
The subject property is in flood zone 'X', "areas determined to be outside the 0.2% annual chance of floodplain" per FEMA flood map 08087C0575D revised April 4, 2018.

PLAT NOTES:

- The sign easement shall be for the purposes of monument signage for Roberts 81 development. The Town of Wiggins shall have no maintenance obligations with respect to the signage. Such maintenance and repair obligations shall be the responsibility of the subdivider, a duly organized owners association or the Roberts 81 BID.
- The Temporary Construction Easements (TCE) as shown, are for access, equipment, materials, staging, storage and related temporary construction activities. These easements shall be eliminated at the time of Replatting or when construction is completed and is no longer deemed necessary.
- The Bulk Subdivision Agreement for the Roberts 81 Subdivision, recorded February 16, 2018 at Reception No. 910367, require that public improvements be completed and includes restrictions on the issuance of building permits until Subdivider has constructed the improvements as described therein.

SURVEYOR'S CERTIFICATE

That I, Ronnie L. Edwards, a Licensed Professional Land Surveyor in the State of Colorado, do hereby state that I prepared this plat from an actual and accurate survey of this land, including all existing right-of-way easements, and that the corner monuments shown thereon were properly placed under my supervision, in accordance with the regulations of the State of Colorado



Owner: Stub's Gas & Oil, Inc.  
PO Box 309  
Wiggins, CO 80654

Engineer: Terramax, Inc.  
Daniel P. Giroux  
4220Golf Vista Drive  
Loveland, CO 80537  
Phone: (303) 929-3194


Surveyor: Majestic Surveying, LLC  
C/O Ronnie L. Edwards, PLS  
1111 Diamond Valley Drive, Suite 104  
Windsor, CO 80550  
970-833-5698

LAND USE TABLE

LOTS (10)	20.430 ACRES	95%
RIGHT OF WAY	1.005 ACRES	5%
TOTAL	21.435 ACRES	100%

PRELIMINARY

Ronnie L. Edwards - on Behalf of Majestic Surveying, LLC  
Colorado Licensed Professional Land Surveyor #38480

	PROJECT NO: 2022032	PROJECT NAME: ROBERTS 81 SUB SECOND REPLAT	REVISIONS:	DATE:	1 SHEET 1 OF 2
	DATE: 6/8/2022	CLIENT: STUB'S GAS & OIL, INC.			
	DRAWN BY: RLE	FILE NAME: 2022032SUB			
	CHECKED BY: XXX	SCALE: 1" = 60'			

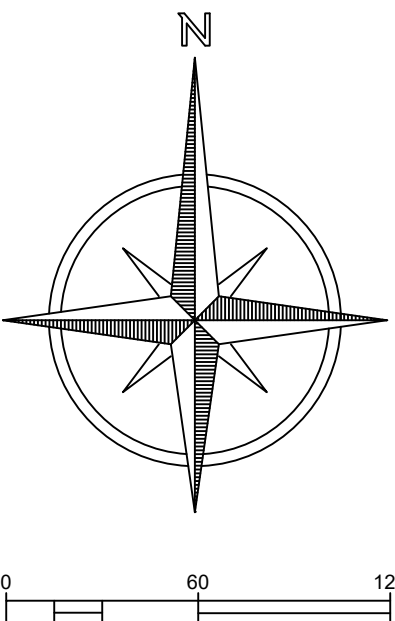


# ROBERTS 81 SUBDIVISION SECOND REPLAT

A REPLAT OF TRACT 2 AND 3, ROBERTS 81 SUBDIVISION,  
SITUATE IN THE NORTHEAST QUARTER OF SECTION 11,  
TOWNSHIP 3 NORTH, RANGE 60 WEST OF THE 6TH P.M.  
TOWN OF WIGGINS, COUNTY OF MORGAN, STATE OF COLORADO

LINE TABLE		
LINE	BEARING	LENGTH
L1	N80°20'50"W	35.36'
L2	N09°39'10"E	49.50'
L3	N54°39'10"E	87.86'
L4	S45°56'06"E	49.50'
L5	S52°49'30"E	69.50'
L6	S00°56'06"E	69.39'
L7	S44°03'54"W	49.50'
L8	S80°21'21"E	60.90'
L9	N80°20'50"W	49.50'
L10	N09°39'10"E	49.50'
L11	N09°38'39"E	38.46'
L12	S35°21'21"E	29.29'
L13	S54°39'10"W	27.00'
L14	N30°31'51"E	40.25'
L15	N59°28'09"W	57.47'
L16	S23°32'10"W	54.00'
L17	N66°27'50"W	50.34'
L18	S41°08'07"W	51.67'
L19	S48°51'53"E	51.62'
L20	S89°03'54"W	8.94'
L21	N89°03'54"E	5.03'

CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD	CH BEARING
C1	583.49'	971.50'	34°24'44"	574.76'	S71°51'32"W
C2	617.72'	1028.50'	34°24'44"	608.48'	S71°51'32"W
C3	589.75'	5580.00'	6°03'20"	589.48'	S67°48'08"W
C4	18.86'	20.00'	54°01'13"	18.17'	N08°20'44"W
C5	18.25'	60.00'	17°25'55"	18.18'	N09°56'55"E
C6	18.65'	20.00'	53°25'12"	17.98'	N27°56'34"E
C7	19.06'	20.00'	54°36'57"	18.35'	S81°57'38"W
C8	208.02'	60.00'	198°38'40"	118.42'	N09°56'47"E
C9	18.86'	20.00'	54°01'13"	18.17'	S62°21'57"E
C10	600.61'	1000.00'	34°24'44"	591.62'	S71°51'32"W
C11	229.18'	1000.00'	13°07'51"	228.68'	S61°13'06"W
C12	371.43'	1000.00'	21°16'53"	369.30'	S78°25'28"W
C13	157.81'	971.50'	9°18'25"	157.63'	S59°18'22"W
C14	71.50'	971.50'	4°13'00"	71.48'	S66°04'05"W
C15	56.17'	971.50'	3°18'45"	56.16'	S69°49'57"W
C16	248.34'	971.50'	14°38'47"	247.67'	S78°48'43"W
C17	49.68'	971.50'	2°55'47"	49.67'	S87°36'00"W
C18	52.59'	1028.50'	2°55'47"	52.59'	S87°36'00"W
C19	336.07'	1028.50'	18°43'19"	334.58'	S76°46'27"W
C20	229.06'	1028.50'	12°45'38"	228.59'	S61°01'59"W
C21	61.58'	1028.50'	3°25'49"	61.57'	S84°25'12"W
C22	213.89'	1028.50'	11°54'54"	213.50'	S76°44'50"W
C23	60.61'	1028.50'	3°22'35"	60.60'	S69°06'06"W
C24	63.27'	1028.50'	3°31'30"	63.26'	S65°39'03"W
C25	165.79'	1028.50'	9°14'08"	165.61'	S59°16'14"W
C26	181.94'	971.50'	10°43'48"	181.67'	S76°51'14"W
C27	66.40'	971.50'	3°54'59"	66.39'	S84°10'37"W



## LEGEND

—	BOUNDARY LINE	■	FOUND ALIQUOT CORNER AS DESCRIBED
- - -	EASEMENT LINE	■	FOUND #4 REBAR WITH YELLOW PLASTIC CAP LS 38480
—	RIGHT OF WAY LINE	○	CALCULATED POSITION
—	SECTION LINE	●	SET 24" OF #4 REBAR WITH YELLOW PLASTIC CAP LS 38480
—	CENTERLINE		
- - -	TEMPORARY CONSTRUCTION EASEMENT (SEE NOTE #2 UNDER PLAT NOTES)		

## PRELIMINARY

Ronnie L. Edwards - on Behalf of Majestic Surveying, LLC  
Colorado Licensed Professional Land Surveyor #38480



PROJECT NO: 2022032	PROJECT NAME: ROBERTS 81 SUB SECOND REPLAT	REVISIONS:	DATE:
DATE: 6/8/2022	CLIENT: STUB'S GAS & OIL, INC.		
DRAWN BY: RLE	FILE NAME: 2022032SUB		
CHECKED BY: XXX	SCALE: 1" = 60'		

# 2

SHEET 2 OF 2





## **MINUTES OF MEETING**

### **TOWN OF WIGGINS PLANNING AND ZONING COMMISSION July 12, 2022 at 7:00 p.m.**

#### **CALL TO ORDER & ROLL CALL**

A regular meeting of the Planning and Zoning Commission for the Town of Wiggins, Colorado was held on Tuesday, July 12, 2022 in person. Commissioner Jeff Palmer called the meeting to order at 7:11 p.m. The following Commissioners answered roll call: Commissioners Jeff Palmer, Stan Baumgartner, Jerry Avey, and Jim Musgrave. Jo Ann Rohn-Cook, absent. Staff present was Planning and Zoning Administrator, Hope Becker.

#### **APPROVAL OF AGENDA**

Motion was made by Commissioner Stan Baumgartner to approve the agenda as written. Second was made by Jim Musgrave. Roll Call: Unanimously approved.

#### **APPOINTMENT OF PLANNING AND ZONING COMMISSION CHAIRPERSON**

Hope explained that she received an email with a resignation letter from JoAnn Rohn-Cook to resign from the Planning and Zoning Commissioner Board due to health reason effectively immediately. Hope informed the Commissioners that staff would be actively seeking new applicants for the Board of Trustees to review and appoint a replacement for JoAnn's seat on the Planning and Zoning Commissioners' board. She also encouraged the Commissioners and the general public that if they knew of anyone interested that they could find the application on the Town's website.

Hope further explained to the Commissioners that although the Board of Trustees appointed each of them to the Board, the Planning and Zoning Commission needed to vote who their chairperson would be.

Motion was made by Commissioner Stan Baumgartner to appoint Commissioner Jeff Palmer as the Chairperson. Second was made by Commissioner Jim Musgrave. Roll Call: Jerry Avey, Yes; Stan Baumgartner, Yes; Jeff Palmer, Abstain; Jim Musgrave, Yes. Motion approved.

#### **APPROVAL OF MINUTES FROM March 8, 2022**

Motion was made by Commissioner Jim Musgrave to approve the minutes from March 8, 2022 with a correction to the year indicated on the date below the title. Second was made by Commissioner Stan Baumgartner. Roll Call: Unanimously approved.

#### **PUBLIC HEARING – CONSIDERATION OF A SECOND REPLAT FOR ROBERTS 81 SUBDIVISION**

The Public Hearing was opened by Chairman Jeff Palmer.

Planning and Zoning Administrator Hope Becker provided the staff report and information to the Commissioners regarding the application for the Roberts 81 Second Replat. The applicant

desired to amend the 26 acres, currently divided into 2 tracts, into 10 lots. The Land Development Code dictates that the application is reviewed by the Planning & Zoning Commissioners and final approved by the Board of Trustees. Hope went over the criteria listed in the Land Development Code and the Comprehensive Plan that the Commissioners must use when determining a subdivision replat application. The applicant was reported as having met the requirements of both planning tools.

Steve Klecka, the applicant and representative for Roberts 81, attended the meeting in person. Melissa Kendrick was also in attendance and Dan Giroux attended via Zoom. Both individuals represent Roberts 81 and assist with development and engineering aspects. The desire to create additional lots is in hopes to lure more prospective buyers with a plat that shows more development than just massive lots. The applicant and his representatives answered additional questions from the Commissioners pertaining to stormwater drainage studies, sewer lift station capacity, and aspirations for future development.

The Public Comment was opened. No comments were received from the board room or Zoom audience. The Public Comment section of the hearing was closed.

The Commissioners deliberated regarding the Roberts 81 Subdivision Second Re-plat application. Commissioner Jerry Avey asked his fellow Commissioners for their thoughts and concerns. All Commissioners were in agreement that the new replat was heading in the right direction for new commercial and industrial possibilities.

**CONSIDERATION OF PLANNING AND ZONING RESOLUTION 04-2022:** A Resolution Recommending Approval of the Roberts 81 Second Replat.

Motion was made by Commissioner Jim Musgrave to adopt P&Z Resolution 04-2022 – A Resolution Recommending Approval of the Roberts 81 Second Replat. Seconded by Commissioner Stan Baumgartner. Roll Call: Unanimously approved.

### **ADJOURNMENT**

Staff Member, Hope Becker, announced to the Commissioners that the Request for Proposal for the new Comprehensive Plan and Three Mile Plan went out this week. The Town Hall will be accepting proposals until July 25<sup>th</sup> at which time they would go through a review and acceptance to start the upcoming project. Hope indicated that this was the first step necessary to give the Town of Wiggins direction on how and where development should be created. Once the Comprehensive Plan and Three Mile Plan were revised, the Commissioners could then focus on the Land Development Code revisions.

Chairman Jeff Palmer, upon receiving no further comments or concerns from the Commissioners, adjourned the meeting at 7:57 pm.

**Respectfully submitted:**



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Deborah Lee, Town Clerk

**TOWN OF WIGGINS  
P & Z RESOLUTION NO. 04-2022**

**A RESOLUTION RECOMMENDING APPROVAL OF THE ROBERTS 81 SUBDIVISION SECOND  
REPLAT**

**WHEREAS**, there has been submitted to the Planning and Zoning Commission of the Town of Wiggins a request for approval of the Roberts 81 Subdivision Second Replat, a replat of Tract 2 & 3; and,

**WHEREAS**, all materials related to this application have been reviewed by Town Staff and found with conditions to be in compliance with the Town of Wiggins subdivision and zoning ordinance, and related Town ordinances, regulations, and policies; and

**WHEREAS**, the Wiggins Planning and Zoning Commission held a properly noticed public hearing on the application, and has forwarded to the Board of Trustees a recommendation of approval with conditions; and

**WHEREAS**, after a duly-noticed public hearing, at which evidence and testimony were entered into the record, the Wiggins Planning and Zoning Commission finds that the proposed subject to certain conditions.

**NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF WIGGINS, COLORADO, AS FOLLOWS:**

**Section 1.** The Planning and Zoning Commission hereby recommends approval of the Roberts 81 Subdivision Second Replat, a replat of Tract 2 & 3 subject to the following conditions prior to recording:

- A. The term "Mayor" in the Town signature block needs to be replaced with "Town Mayor".
- B. The corner of Highway 39 and Highway 6 (aka Central Avenue) sign easement needs to be labeled on the plat.
- C. Removal of the work "Preliminary" from the plat.

**INTRODUCED, RECOMMENDED, AND RESOLVED THIS 12TH DAY OF JULY, 2022.**

TOWN OF WIGGINS, COLORADO

  
\_\_\_\_\_  
Jeffrey Palmer, Chairman

ATTEST:



Deborah Lee, Town Clerk





## STAFF SUMMARY

### Board of Trustees Meeting July 27, 2022

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**DATE:** July 24, 2022

**AGENDA ITEM NUMBER:** 6

**TOPIC:** Consideration of Resolution No. 24-2022 – A Resolution Amending Water and Sewer Rates

**STAFF MEMBER RESPONSIBLE:** Tom Acre, Town Manager

---

**BACKGROUND:**

The Town Board of Trustees and staff have been considering the need to increase water and sewer rates for the past couple years. Periodically, Towns such as Wiggins should analyze and model utility rates to determine whether the rates being charged to customers are at the appropriate level to cover operational and future costs. Ideally user rates will cover operational costs and water and tap fees will be dedicated for the expansion of the systems.

The Town has been working with Rural Community Assistance Corporation (RCAC) for last two years analyzing current and future costs to operate, maintain and improve the Town's water and sewer infrastructure. This analysis models various scenarios taking into account the cost of day-to-day operations, future replacement cost of the infrastructure such as pipes in the ground, various pumps and motors, and the costs of future replacement and improvement of major facilities such as an above ground water supply tank or the wastewater treatment facility or sewer plant.

Chris Brandewie with RCAC has worked closely with town staff to get an inventory of assets, the age of the asset, the water and sewer budgets, and future capital needs. Included in the modeling was information regarding debt service and grants and loans received or planned to receive. Mr. Brandewie presented the information to the Board and received Board input on the rate study throughout the study. Most recently he presented the rate study results to the Board of Trustees in a Work Session on June 8, 2022 and at a Public Meeting presentation on July 15, 2022.

The rate study report by RCAC can be found on the Town's website at the following link <https://townofwiggins.colorado.gov/water-sewer-rate-study>.

**SUMMARY:**

RCAC ran numerous models over the course of the rate study. The model results give us an idea of what the Water and Sewer Enterprise Fund balances would be, accounting for what the anticipated future costs may be, including putting funds into a reserve-account to fund future improvements and capital expenditures. Over the past several months the project cost information has been fine-tuned to reflect current project cost estimates, planned phasing of projects, growth in population and an assumed percentage rate costs would increase each year over the next five-years. The model was run for numerous drinking water and sewer rate scenarios. The rate modeling included a scenario of if water and sewer rates remain at the current level (Scenarios DW0 & WW0), a scenario of what the user rates would need to be in order to have a balanced budget (Scenarios X & Z), and the scenarios (Scenarios Y & W) that have been considered as a reasonable starting point for gradually increasing rates over time to cover costs. Scenarios Y and W are being considered for adoption.

The scenarios recommended for adoption increase the base rates and increase the usage charges for water and sewer usage. The new rate structure also adds an increasing tiered rate charge for water usage. For example, if a customer uses an average of 4,000 gallons per month based on winter use, the water and sewer bill would increase \$17.00.

If Scenarios Y and W are selected, the Town's water and sewer rates would be amended as shown below:

**Water Rates.** A minimum monthly base rate of \$71.50 per month shall be charged for water service provided by the Town, which includes service of water up to 1,000 gallons. Water delivered in excess of 1,000 gallons in a month shall be assessed an additional usage charge in accordance with the following table:

***Residential and Commercial Water Users***

0 to 1,000 gallons	\$71.50 minimum (No usage charge)
1,001 to 4,000 gallons	\$ 3.25 per thousand gallons
4,001 to 8,000 gallons	\$ 3.75 per thousand gallons
8,001 to 15,000 gallons	\$ 4.25 per thousand gallons
15,001 to 25,000 gallons	\$ 4.75 per thousand gallons
25,001 to 50,000 gallons	\$ 5.25 per thousand gallons
50,001 to 100,000 gallons	\$ 5.75 per thousand gallons
100,001 gallons and above	\$ 6.25 per thousand gallons

**Sewer Rates.** A monthly base rate and usage charge shall be charged for sewer service provided by the Town in accordance with the following table:



### ***Residential and Commercial Sewer Users***

Base Rate:	\$ 40.00 per month
User Charge:	\$ 2.00 per thousand gallons of water*

\* The usage charge is based on the average monthly water use during the winter months of November to March and shall be calculated annually.

Beginning January 1, 2024, the monthly base rates and usage charges for water and sewer service shall automatically increase five percent (5%) per year unless otherwise provided by resolution of the Board of Trustees.

#### **FISCAL IMPACT:**

Increasing the base rates and usages charge for water and sewer will have a positive impact on the Water and Sewer Enterprise Funds.

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

This supports the Board's desire to maintain the Town's water and sewer infrastructure and be fiscally responsible.

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

The Board of Trustees could approve the resolution as presented, request amendments, or not approve this resolution.

#### **MOTION FOR APPROVAL:**

I make a motion to approve Resolution No. 25-2022 – A Resolution Amending Water and Sewer Rates.

#### **ACTION REQUESTED:**

MOTION, SECOND, ROLL-CALL, VOTE.

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

## RATE STUDY SCENARIOS

**Scenario DW 0** – this is the existing rates, existing usage charges and showing future costs, with a five-year forecast is shows a \$2.7M deficit.

Propos	Name of Class		Rate Structure		Schedule		
1	Residential		Tiered Block		A		Go to row 69 and enter the Tie
3	Comercial		Tiered Block		C		Go to row 69 and enter the Tie
		Rate Schedules					
Tiered	Meter Size	A	B	C	D	E	F
Base	0.625	\$69.50	\$69.50	\$69.50			
	0.750	\$69.50	\$69.50	\$69.50			
Break (All yell Tier Br contain	1	1,000	1,000	1,000			
	2	4,000	4,000	4,000			
	3	8,000	8,000	8,000			
	4	15,000	15,000	15,000			
	5	25,000	25,000	25,000			
	6	50,000	50,000	50,000			
	7	100,000	100,000	100,000			
	8	99,999,999	99,999,999	99,999,999	99,999,999	99,999,999	99,999,999
Gallons	1	\$3.20	\$3.20	\$3.20			
	2	\$3.20	\$3.20	\$3.20			
	3	\$3.20	\$3.20	\$3.20			
	4	\$3.20	\$3.20	\$3.20			
	5	\$3.20	\$3.20	\$3.20			
	6	\$3.20	\$3.20	\$3.20			
	7	\$3.20	\$3.20	\$3.20			
	8	\$3.20	\$3.20	\$3.20			
Growth Factor of Rates			Year 2	Year 3	Year 4	Year 5	
	Base		0.00%	0.00%	0.00%	0.00%	
	Usage		0.00%	0.00%	0.00%	0.00%	
Results of the new r		2022	2023	2024	2025	2026	5 Years
TOTAL EXPENSES		\$10,236,403	\$1,890,995	\$1,901,198	\$2,240,047	\$2,526,139	\$18,794,783
TOTAL REVENUE		\$10,144,561	\$1,771,332	\$1,355,054	\$1,363,792	\$1,372,546	\$16,007,285
ort/Over to Reserves)		-\$91,842	-\$119,663	-\$546,144	-\$876,255	-\$1,153,593	-\$2,787,498
tribution to Reserves)		\$433,039	\$182,383	-\$259,933	-\$644,578	-\$996,349	-\$1,285,439
MHI of \$53438 for residential meters.		2.21%	2.23%	2.25%	2.27%	2.29%	
gh money in reserves?		No	No	No	No	No	
ve Annual Cash Flow?		Yes	Yes	No	No	No	

**Scenario WW 0** – Existing Rates, Existing Usage Charges, five-year forecast resulting in a \$1.97M deficit after taking \$558K from reserves.

Proposed Customer Classes	Name of Class		Rate Structure		Schedule			
	1	Residential	Tiered Block		A	Go to row 69 and enter the Tie		
	3	Commercial	Tiered Block		C	Go to row 69 and enter the Tie		
			Rate Schedules					
Tiered Block	Meter Size	A	B	C	D	E	F	
Base	0.625	\$30.00		\$30.00				
	0.750	\$30.00		\$30.00				
	1.000	\$30.00		\$30.00				
	1.500	\$30.00		\$30.00				
	2.000	\$30.00		\$30.00				
Tier Break	1	0		0				
(All yellow cells in this	2	1,000		1,000				
Tier Break table must	3	10,000		10,000				
contain data.)	4	9,999,999		9,999,999				
	8	99,999,999		99,999,999	99,999,999	99,999,999	99,999,999	
Usage Rate per 1000 Gallons	1	\$0.00		\$1.70				
Growth Factor of Rates			Year 2	Year 3	Year 4	Year 5		
	Base		0.00%	0.00%	0.00%	0.00%		
	Usage		0.00%	0.00%	0.00%	0.00%		
Results of the new rates		2023	2024	2025	2026	2027	5 Years	
TOTAL EXPENSES		\$1,498,476	\$1,451,773	\$928,492	\$932,889	\$1,189,761	\$6,001,390	
TOTAL REVENUE		\$2,132,095	\$593,526	\$434,257	\$434,988	\$435,720	\$4,030,585	
NET LOSS OR GAIN: (Short/Over to Reserves)		\$633,619	-\$858,248	-\$494,235	-\$497,900	-\$754,041	-\$1,970,805	
NET CASH FLOW (Contribution to Reserves)		\$1,068,753	-\$529,401	-\$225,592	-\$237,128	-\$635,378	-\$558,745	
Affordability assuming MHI of \$53438 for residential meters.		0.67%	0.67%	0.67%	0.67%	0.67%		
Are you putting enough money in reserves?	Yes	No	No	No	No	No		
Positive Annual Cash Flow?	Yes	No	No	No	No	No		

**Scenario Z** What it will take to balance the drinking water budget is \$108/month.

Propos		Name of Class	Rate Structure			Schedule	
1	Residential		Tiered Block			A	Go to row 69 and enter the Tiera
3	Comercial		Tiered Block			C	Go to row 69 and enter the Tiera
		Rate Schedules					
Tiered	Meter Size	A	B	C	D	E	F
Base	0.625	\$108.00	\$108.00	\$108.00			
	0.750	\$108.00	\$108.00	\$108.00			
r Break	1	1,000	1,000	1,000			
(All yell	2	4,000	4,000	4,000			
Tier Br	3	8,000	8,000	8,000			
contain	4	15,000	15,000	15,000			
	5	25,000	25,000	25,000			
	6	50,000	50,000	50,000			
	7	100,000	100,000	100,000			
	8	99,999,999	99,999,999	99,999,999	99,999,999	99,999,999	99,999,999
Gallons	1	\$0.00	\$0.00	\$0.00			
	2	\$3.25	\$3.25	\$3.25			
	3	\$3.75	\$3.75	\$3.75			
	4	\$4.25	\$4.25	\$4.25			
	5	\$4.75	\$4.75	\$4.75			
	6	\$5.25	\$5.25	\$5.25			
	7	\$5.75	\$5.75	\$5.75			
	8	\$6.25	\$6.25	\$6.25			
Growth Factor of Rates			Year 2	Year 3	Year 4	Year 5	
	Base		5.00%	5.00%	5.00%	5.00%	
	Usage		5.00%	5.00%	5.00%	5.00%	
Results of the new rate		2022	2023	2024	2025	2026	5 Years
TOTAL EXPENSES		\$10,236,403	\$1,890,995	\$1,901,198	\$2,240,047	\$2,526,139	\$18,794,783
TOTAL REVENUE		\$10,552,743	\$2,248,509	\$1,905,799	\$1,992,920	\$2,085,206	\$18,785,177
Short/Over to Reserves)		\$316,339	\$357,514	\$4,601	-\$247,127	-\$440,933	-\$9,606
Contribution to Reserves)		\$841,220	\$659,560	\$290,811	-\$15,450	-\$283,689	\$1,492,453
MHI of \$53438 for residential meters.		3.19%	3.38%	3.58%	3.79%	4.01%	
ough money in reserves?		Yes	Yes	Yes	No	No	
itive Annual Cash Flow?		Yes	Yes	Yes	No	No	

Currently the model has been explored with a previously default inflation rate at 2.9%. If the model has a 5% future inflation value, the cost to balance the budget is \$132/month for residential drinking water.

**Scenario X – What it would take to balance the budget.**

Proposed Customer Classes	Name of Class	Rate Structure	Schedule				
	1 Residential	Tiered Block	A	Go to row 69 and enter the Tie			
	3 Commercial	Tiered Block	C	Go to row 69 and enter the Tie			
		Rate Schedules					
Tiered Block	Meter Size	A	B	C	D	E	F
Base	0.625	\$52.00		\$52.00			
	0.750	\$52.00		\$52.00			
	1.000	\$52.00		\$52.00			
	1.500	\$52.00		\$52.00			
	2.000	\$52.00		\$52.00			
Tier Break (All yellow cells in this Tier Break table must contain data.)	1	0		0			
	2	1,000		1,000			
	3	10,000		10,000			
	4	9,999,999		9,999,999			
	8	99,999,999		99,999,999	99,999,999	99,999,999	99,999,999
Usage Rate per 1000 Gallons	1	\$2.00		\$2.00			
Growth Factor of Rates			Year 2	Year 3	Year 4	Year 5	
	Base		5.00%	5.00%	5.00%	5.00%	
	Usage		5.00%	5.00%	5.00%	5.00%	
Results of the new rates		2023	2024	2025	2026	2027	5 Years
TOTAL EXPENSES		\$1,498,476	\$1,451,773	\$928,492	\$932,889	\$1,189,761	\$6,001,390
TOTAL REVENUE		\$2,454,241	\$949,645	\$826,331	\$865,112	\$906,106	\$6,001,435
NET LOSS OR GAIN: (Short/Over to Reserves)		\$955,766	-\$502,129	-\$102,161	-\$67,776	-\$283,655	\$45
NET CASH FLOW (Contribution to Reserves)		\$1,390,900	-\$173,282	\$166,482	\$192,996	-\$164,992	\$1,412,105
Affordability assuming MHI of \$53438 for residential meters.		1.58%	1.67%	1.76%	1.87%	1.97%	
Are you putting enough money in reserves?	Yes	No	No	No	No	No	
Positive Annual Cash Flow?	Yes	No	Yes	Yes	No		
Draft Base Rates							
Class 1: Residential, Tiered Block, Schedule A							
Meter Size	Year 1	Year 2	Year 3	Year 4	Year 5		
0.625	52.00	54.60	57.33	60.20	63.21		

**Scenario Y** Raising the drinking water rate by only \$2.00 leaves a deficit of almost \$1.7M after five years.

Propos	Name of Class	Rate Structure		Schedule			
1	Residential	Tiered Block		A		Go to row 69 and enter the Tie	
3	Comercial	Tiered Block		C		Go to row 69 and enter the Tie	
Rate Schedules							
Tiered	Meter Size	A	B	C	D	E	F
Base	0.625	\$71.50	\$71.50	\$71.50			
	0.750	\$71.50	\$71.50	\$71.50			
Break (All yell Tier Br contair	1	1,000	1,000	1,000			
	2	4,000	4,000	4,000			
	3	8,000	8,000	8,000			
	4	15,000	15,000	15,000			
	5	25,000	25,000	25,000			
	6	50,000	50,000	50,000			
	7	100,000	100,000	100,000			
	8	99,999,999	99,999,999	99,999,999	99,999,999	99,999,999	99,999,999
Gallons	1	\$0.00	\$0.00	\$0.00			
	2	\$3.25	\$3.25	\$3.25			
	3	\$3.75	\$3.75	\$3.75			
	4	\$4.25	\$4.25	\$4.25			
	5	\$4.75	\$4.75	\$4.75			
	6	\$5.25	\$5.25	\$5.25			
	7	\$5.75	\$5.75	\$5.75			
	8	\$6.25	\$6.25	\$6.25			
Growth Factor of Rates		Year 2	Year 3	Year 4	Year 5		
Base		5.00%	5.00%	5.00%	5.00%		
Usage		5.00%	5.00%	5.00%	5.00%		
Results of the new r		2022	2023	2024	2025	2026	5 Years
TOTAL EXPENSES		\$10,236,403	\$1,890,995	\$1,901,198	\$2,240,047	\$2,526,139	\$18,794,783
TOTAL REVENUE		\$10,247,895	\$1,928,419	\$1,569,704	\$1,640,021	\$1,714,661	\$17,100,699
ort/Over to Reserves)		\$11,491	\$37,424	-\$331,494	-\$600,026	-\$811,478	-\$1,694,084
tribution to Reserves)		\$536,372	\$339,469	-\$45,284	-\$368,349	-\$654,234	-\$192,025
MHI of \$53438 for residential meters.		2.37%	2.52%	2.67%	2.84%	3.01%	
gh money in reserves?		Yes	Yes	No	No	No	
ve Annual Cash Flow?		Yes	Yes	No	No	No	
Draft Base Rates							
Class 1: Residential, Tiered Block, Schedule A							
eter Si	Year 1	Year 2	Year 3	Year 4	Year 5		
0.625	71.50	75.08	78.83	82.77	86.91		

## Scenario W

Proposed Customer Classes	Name of Class	Rate Structure	Schedule				
1	Residential	Tiered Block	A	Go to row 69 and enter the Tie			
3	Commercial	Tiered Block	C	Go to row 69 and enter the Tie			
		Rate Schedules					
Tiered Block	Meter Size	A	B	C	D	E	F
Base	0.625	\$40.00		\$40.00			
	0.750	\$40.00		\$40.00			
	1.000	\$40.00		\$40.00			
	1.500	\$40.00		\$40.00			
	2.000	\$40.00		\$40.00			
Tier Break (All yellow cells in this Tier Break table must contain data.)	1	0		0			
	2	1,000		1,000			
	3	10,000		10,000			
	4	9,999,999		9,999,999			
	8	99,999,999		99,999,999	99,999,999	99,999,999	99,999,999
Usage Rate per 1000 Gallons	1	\$2.00		\$2.00			
Growth Factor of Rates			Year 2	Year 3	Year 4	Year 5	
	Base		5.00%	5.00%	5.00%	5.00%	
	Usage		5.00%	5.00%	5.00%	5.00%	
Results of the new rates		2023	2024	2025	2026	2027	5 Years
TOTAL EXPENSES		\$1,498,476	\$1,451,773	\$928,492	\$932,889	\$1,189,761	\$6,001,390
TOTAL REVENUE		\$2,355,457	\$845,921	\$717,422	\$750,758	\$786,033	\$5,455,592
NET LOSS OR GAIN: (Short/Over to Reserves)		\$856,982	-\$605,852	-\$211,070	-\$182,131	-\$403,727	-\$545,799
NET CASH FLOW (Contribution to Reserves)		\$1,292,116	-\$277,006	\$57,573	\$78,641	-\$285,064	\$866,261
Affordability assuming MHI of \$53438 for residential meters.		1.31%	1.39%	1.47%	1.55%	1.65%	
Are you putting enough money in reserves?		Yes	No	No	No	No	
Positive Annual Cash Flow?		Yes	No	Yes	Yes	No	
Draft Base Rates							
Class 1: Residential, Tiered Block, Schedule A							
Meter Size	Year 1	Year 2	Year 3	Year 4	Year 5		
0.625	40.00	42.00	44.10	46.31	48.62		

**TOWN OF WIGGINS, COLORADO  
RESOLUTION NO. 24-2022**

**A RESOLUTION AMENDING WATER AND SEWER RATES**

**WHEREAS**, pursuant to Town of Wiggins Ordinance Nos. 6-03 and 7-03, the Board of Trustees may from time to time establish and amend a schedule of rates and charges for water and sewer service provided by the Town; and

**WHEREAS**, the Board of Trustees previously increased water rates in 2015 and sewer rates in 2020; and

**WHEREAS**, the Board of Trustees has reviewed the June 2022 Drinking Water and Wastewater Rate Study prepared by Rural Community Assistance Corporation; and

**WHEREAS**, the Board of Trustees has concluded that rate increases as set forth herein are necessary to finance needed infrastructure maintenance and improvements.

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

**Section 1.** The following water and sewer rates are hereby established, effective with the billings issued on or after August 1, 2022.

**A. Water Rates.** A minimum monthly base rate of \$71.50 per month shall be charged for water service provided by the Town, which includes service of water up to 1,000 gallons. Water delivered in excess of 1,000 gallons in a month shall be assessed an additional usage charge in accordance with the following table:

***Residential and Commercial Water Users***

0 to 1,000 gallons	\$71.50 minimum (No usage charge)
1,001 to 4,000 gallons	\$ 3.25 per thousand gallons
4,001 to 8,000 gallons	\$ 3.75 per thousand gallons
8,001 to 15,000 gallons	\$ 4.25 per thousand gallons
15,001 to 25,000 gallons	\$ 4.75 per thousand gallons
25,001 to 50,000 gallons	\$ 5.25 per thousand gallons
50,001 to 100,000 gallons	\$ 5.75 per thousand gallons
100,001 gallons and above	\$ 6.25 per thousand gallons



**B. Sewer Rates.** A monthly base rate and usage charge shall be charged for sewer service provided by the Town in accordance with the following table:

***Residential and Commercial Sewer Users***

Base Rate:	\$ 40.00 per month
User Charge:	\$ 2.00 per thousand gallons of water*

\* The usage charge is based on the average monthly water use during the winter months of November to March and shall be calculated annually.

**Section 2.** Beginning January 1, 2024, the monthly base rates and usage charges for water and sewer service shall automatically increase five percent (5%) per year unless otherwise provided by resolution of the Board of Trustees.

**Section 3.** The monthly water and sewer rate shall be assessed and due for any property for which Town water and sewer taps have been purchased regardless of whether the building on the property is occupied and regardless of whether water is actually used on the property. Customers wishing to permanently disconnect from the Town's water and sewer system shall only be allowed to reconnect upon payment of the water and sewer tap fees at the rate in effect at the time of reconnection.

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

**Section 5.** This resolution 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 any prior resolution, and each provision of any such prior resolution 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, ADOPTED AND RESOLVED THIS 27<sup>TH</sup> DAY OF JULY 2022.**

TOWN OF WIGGINS, COLORADO

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Christopher Franzen, Mayor

ATTEST:

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Deborah Lee, Town Clerk



## **STAFF SUMMARY**

### **Board of Trustees Meeting July 27, 2022**

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**DATE:** July 22, 2022

**AGENDA ITEM NUMBER:** 7

**TOPIC:** Consideration of Resolution No. 25-2022 – A Resolution Authorizing the Town Manager to Purchase Water Meters for the Town of Wiggins Water Enterprise

**STAFF MEMBER RESPONSIBLE:** Tom Acre, Town Manager

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#### **BACKGROUND:**

Per the Town of Wiggins Purchasing Policy, staff is requesting approval to purchase 36 water meters at a cost of approximately \$ 10,500. The Town of Wiggins Water Enterprise purchases water meters periodically throughout the year. The water meters are installed in new homes as they are built or to replace failing meters or meters that do not have remote read capabilities. The cost of the meters is recovered through the sale of water taps and as customers pay their water bills.

#### **SUMMARY:**

Staff in the Water Enterprise has requested to purchase 36 meters to have on hand. It is anticipated that 23 of the meters in this purchase of meters will be depleted in two months. This number of meters is an adequate number to have on hand and does not cause a storage issue.

Staff has compared the cost of meters in the past and Core and Main in Denver was found to be the most cost effective. Core and Main has been responsive when staff interacts with them or has a special need.

#### **FISCAL IMPACT:**

The purchase of water meters will have a temporary negative impact to the Water Enterprise Fund budget. As homes are sold and tap fees are collected and customers pay for water usage, the funds expended for the purchase will be recovered.

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

This supports the Board's desire to maintain Town's infrastructure.

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

The Board of Trustees could approve the resolution as presented, request amendments, or not approve this resolution.

**MOTION FOR APPROVAL:**

I make a motion to approve Resolution No. 25-2022 – A Resolution Authorizing the Town Manager to Purchase Water Meters for the Town of Wiggins Water Enterprise.

**ACTION REQUESTED:**

MOTION, SECOND, ROLL-CALL, VOTE.

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

**TOWN OF WIGGINS, COLORADO  
RESOLUTION 25-2022**

**A RESOLUTION AUTHORIZING THE TOWN MANAGER TO PURCHASE  
WATER METERS FOR THE WATER ENTERPRISE**

**WHEREAS**, the Town of Wiggins (“Town”) desires to purchase water meters for installation of new and replacement water service; and

**WHEREAS**, the Board of Trustees have budgeted money for the purchase of the water meters.

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

**Section 1.** The Board of Trustees hereby authorizes the Town Manager or his designee to purchase water meters to be used for new installations and to replace old/failing meters by the Town of Wiggins Water Enterprise.

**Section 2.** The Town Manager and Town Clerk are hereby authorized to execute and deliver all documents and monies in accordance with this resolution.

**INTRODUCED, ADOPTED AND RESOLVED THIS 27<sup>TH</sup> DAY OF JULY 2022.**

TOWN OF WIGGINS, COLORADO

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

ATTEST:

\_\_\_\_\_  
Deborah Lee, Town Clerk



## STAFF SUMMARY

### Board of Trustees Meeting July 27, 2022

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**DATE:** July 22, 2022

**AGENDA ITEM NUMBER:** 8

**TOPIC:** Consideration of Ordinance No. 10-2022 - Submitting a Ballot Question Asking Voters to Increase Sales Tax by 1% for the Purpose of Constructing and Maintaining Town Streets.

**STAFF MEMBER RESPONSIBLE:** Tom Acre, Town Manager

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#### **BACKGROUND:**

The Town Board of Trustees and staff have been discussing various needs and priorities for infrastructure improvements in Town for several years. This list includes improving miles of unpaved streets, streets that need repaved, and adding curb, gutter and sidewalks. Methods to increase revenues have often been included in these discussions. The cost to construct/repave is estimated to be in the several millions of dollars. A sales tax increase, often dedicated to a specific need is one common method to fund improvements like these.

The current 2% sales tax is split equally between general government and capital improvements. The capital improvements portion is not dedicated to just street capital improvement projects. The current capital improvement fund balance alone is not sufficient to complete both street improvement and other capital improvement needs.

#### **SUMMARY:**

Earlier this year, the Town Board of Trustees discussed placing a ballot question on the November 8, 2022 election asking the registered voters if they would support an additional 1% sales tax dedicated to street construction a maintenance. Using the additional sales tax for more than streets was discussed, however with need for street dedicated funding being large, the decision was made to dedicated the 1% sales tax to streets construction and maintenance. It is estimated that revenue of approximately \$300,000 to \$350,000 per year in the beginning will be generated by this sales tax by all who shop in Wiggins.

Attached to this staff summary are two version of the ordinance approving the proposed ballot language. The difference between the two ordinances is the option to include a sunset clause or time limit for which the sales tax would be collected. Staff is proposing that if a sunset

clause is desired, it be set at 35 years based on the estimated total funds needed for street construction and the yearly revenue generated by the sales tax.

**FISCAL IMPACT:**

Increasing the sales tax percentage by 1% will have a positive impact on the Town's adopted budget in the coming years directly by collecting increased tax revenue and having the ability to bond against those revenues.

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

This ordinance supports the Board's desire to maintain the Town's Street infrastructure and be fiscally responsible.

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

The Board of Trustees could approve the ordinance as presented, request amendments, or not approve this ordinance.

**MOTION FOR APPROVAL:**

I make a motion to approve Ordinance No. 10-2022 – An Ordinance Increasing the Town of Wiggins Sales Tax Rate from 2 Percent to 3 Percent with the Revenues from Such Increase to be Used to Fund Street Construction and Street Repair Projects and Providing for the Submission of the Tax Rate Increase to a Vote of the Registered Electors at a Special Election to be Held on November 8, 2022.

**ACTION REQUESTED:**

MOTION, SECOND, ROLL-CALL, VOTE.

*(Ordinances require affirmative votes from the majority of Trustees present)*

**TOWN OF WIGGINS, COLORADO  
ORDINANCE NO.10-2022**

**AN ORDINANCE INCREASING THE TOWN OF WIGGINS' SALES TAX RATE FROM 2 PERCENT TO 3 PERCENT WITH THE REVENUES FROM SUCH INCREASE TO BE USED TO FUND STREET CONSTRUCTION AND STREET REPAIR PROJECTS AND PROVIDING FOR THE SUBMISSION OF THE TAX RATE INCREASE TO A VOTE OF THE REGISTERED ELECTORS AT A SPECIAL ELECTION TO BE HELD NOVEMBER 8, 2022**

**WHEREAS**, the Town of Wiggins is a Colorado statutory town duly organized and existing under laws of the State of Colorado; and

**WHEREAS**, the members of the Board of Trustees of the Town have been duly elected and qualified; and

**WHEREAS**, Article X, Section 20 of the Colorado Constitution, also referred to as the Taxpayer's Bill of Rights ("TABOR") requires voter approval for any new tax, any increase in any tax rate, the creation of any debt, extension of an expiring tax, and the spending of certain funds above limits established by TABOR; and

**WHEREAS**, pursuant to applicable law, including but not limited to Article 2 of Title 29, Colorado Revised Statutes, the Town is authorized to adopt a municipal sales tax and has previously adopted, after voter approval, a municipal sales tax of two percent (2.0%); and

**WHEREAS**, pursuant to a resolution adopted by the Board of Trustees, the Town will hold a special election on November 8, 2022, as a coordinated mail ballot election pursuant to the Uniform Election Code of 1992, as amended; and

**WHEREAS**, TABOR requires that the Town submit ballot issues, as defined in TABOR, to the Town's registered electors on specified election days; and

**WHEREAS**, November 8, 2022, is one of the election dates at which TABOR ballot issues may be submitted to the registered electors of the Town pursuant to TABOR; and

**WHEREAS**, the Town Board of Trustees is of the opinion that it should refer to the voters at the November 8, 2022 election a TABOR ballot issue concerning the imposition of an additional sales tax of one percent (1.0%) for the purposes specified in this ordinance.

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

**Section 1.** A special municipal election will be held in the Town of Wiggins on November 8, 2022 as a coordinated mail ballot election with Morgan County (the "Election").

**Section 2.** Pursuant to the applicable provisions of the laws of the State of Colorado,

## Option #1 - Permanent Increase

the Board of Trustees hereby submits to the registered electors of the Town at the Election the ballot issue specified in Section 3 of this ordinance.

**Section 3.** The following ballot issue, certified in substantially the form set forth below, is hereby referred to the registered electors of the Town and shall appear on the ballot of the Election:

SHALL TOWN OF WIGGINS TAXES BE INCREASED \$350,000 IN 2023, AND BY WHATEVER ADDITIONAL AMOUNTS ARE RAISED THEREAFTER, BY IMPOSING AN ADDITIONAL SALES TAX OF 1.0 PERCENT FOR THE PURPOSE OF FINANCING THE CONSTRUCTION, MAINTENANCE, REPAIR, REPLACEMENT, EXPANSION, ACQUISITION, REHABILITATION AND RENOVATION OF EXISTING AND PLANNED STREETS AND OTHER STREET RELATED CAPITAL IMPROVEMENTS WITHIN THE TOWN AS DETERMINED BY THE BOARD OF TRUSTEES; AND SHALL THE SALES TAX INCREASE COMMENCE JANUARY 1, 2023; AND SHALL THE REVENUES RAISED BY SUCH SALES TAX RATE INCREASE, AND INVESTMENT INCOME THEREON, BE COLLECTED AND SPENT BY THE TOWN AS A VOTER-APPROVED REVENUE CHANGE PURSUANT TO ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION?

**Section 4.** If a majority of the registered electors voting at the Election vote “yes” in response to the ballot issue specified in Section 3 of this ordinance, the issue shall be deemed to have passed and the Town of Wiggins Sales Tax Ordinances shall be amended as set forth in Section 5 of this ordinance, effective January 1, 2023.

**Section 5.** Town of Wiggins Ordinance Nos. 3-84 and 3-85 are hereby amended to replace all references to the current sales tax of two percent (2%) with the new sales tax of three percent (3%). Ordinance Nos. 3-84 and 3-85 are hereby further amended by the addition of the following new Section 5.3 to read as follows:

5.3 Revenues from the one percent (1%) sales tax approved by the registered electors of the Town at the November 8, 2022 election shall be collected, retained and spent for construction, maintenance, repair, replacement, expansion, acquisition, rehabilitation and renovation of existing and planned streets and other street related capital improvements within the Town as determined by the Board of Trustees.

**Section 6.** Total Town tax revenues are estimated to increase by up to \$500,000 in 2023, the first full year in which the sales tax provided for in this ordinance is in effect. However, the revenues from said sales tax may be collected, retained and spent regardless of whether said revenues, in any year after the first full year in which said sales tax is in effect, exceed the estimated dollar amount stated above, and without any other limitation or condition, and without limiting the collection or spending of any other revenues or funds by the Town, under Article X, Section 20 of



Option #1 - Permanent Increase

the Colorado Constitution or any other law.

**Section 7.** If any portion of this ordinance is held to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Trustees and the registered voters of the Town hereby declare that they would have passed and approved this ordinance and each part hereof irrespective of the fact that any one part be declared invalid.

**Section 7.** 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, PASSED AND ADOPTED AND ORDERED PUBLISHED  
BY TITLE ONLY THIS 27<sup>TH</sup> DAY OF JULY 2022.**

TOWN OF WIGGINS, COLORADO

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

ATTEST:

\_\_\_\_\_  
Deborah Lee, Town Clerk

I, Deborah Lee, Town Clerk of the Town of Wiggins, Colorado, hereby certify and attest that the foregoing Ordinance No. 10-2022 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 27<sup>th</sup> day of July, 2022. This Ordinance was published in The Fort Morgan Times on July\_\_\_\_, 2022.

Dated \_\_\_\_\_

**TOWN OF WIGGINS, COLORADO  
ORDINANCE NO. 10-2022**

**AN ORDINANCE IMPOSING A TEMPORARY SALES TAX OF ONE PERCENT (1.0%) FOR A THIRTY-FIVE YEAR PERIOD WITH THE REVENUES FROM SUCH INCREASE TO BE USED TO FUND STREET CONSTRUCTION AND STREET REPAIR PROJECTS AND PROVIDING FOR THE SUBMISSION OF THE TAX RATE INCREASE TO A VOTE OF THE REGISTERED ELECTORS AT A SPECIAL ELECTION TO BE HELD NOVEMBER 8, 2022**

**WHEREAS**, the Town of Wiggins is a Colorado statutory town duly organized and existing under laws of the State of Colorado; and

**WHEREAS**, the members of the Board of Trustees of the Town have been duly elected and qualified; and

**WHEREAS**, Article X, Section 20 of the Colorado Constitution, also referred to as the Taxpayer's Bill of Rights ("TABOR") requires voter approval for any new tax, any increase in any tax rate, the creation of any debt, extension of an expiring tax, and the spending of certain funds above limits established by TABOR; and

**WHEREAS**, pursuant to applicable law, including but not limited to Article 2 of Title 29, Colorado Revised Statutes, the Town is authorized to adopt a municipal sales tax and has previously adopted, after voter approval, a municipal sales tax of two percent (2.0%); and

**WHEREAS**, pursuant to a resolution adopted by the Board of Trustees, the Town will hold a special election on November 8, 2022, as a coordinated mail ballot election pursuant to the Uniform Election Code of 1992, as amended; and

**WHEREAS**, TABOR requires that the Town submit ballot issues, as defined in TABOR, to the Town's registered electors on specified election days; and

**WHEREAS**, November 8, 2022, is one of the election dates at which TABOR ballot issues may be submitted to the registered electors of the Town pursuant to TABOR; and

**WHEREAS**, the Town Board of Trustees is of the opinion that it should refer to the voters at the November 8, 2022 election a TABOR ballot issue concerning the imposition of a temporary sales tax of one percent (1.0%) for the thirty-five year period commencing January 1, 2023 and for the purposes specified in this ordinance.

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

**Section 1.** A special municipal election will be held in the Town of Wiggins on November 8, 2022 as a coordinated mail ballot election with Morgan County (the "Election").

## Option #2 - Temporary Increase

**Section 2.** Pursuant to the applicable provisions of the laws of the State of Colorado, the Board of Trustees hereby submits to the registered electors of the Town at the Election the ballot issue specified in Section 3 of this ordinance.

**Section 3.** The following ballot issue, certified in substantially the form set forth below, is hereby referred to the registered electors of the Town and shall appear on the ballot of the Election:

SHALL TOWN OF WIGGINS TAXES BE INCREASED \$350,000 IN 2023, AND BY WHATEVER ADDITIONAL AMOUNTS ARE RAISED THEREAFTER, BY IMPOSING AN ADDITIONAL TEMPORARY SALES TAX OF 1.0 PERCENT FOR THE PURPOSE OF FINANCING THE CONSTRUCTION, MAINTENANCE, REPAIR, REPLACEMENT, EXPANSION, ACQUISITION, REHABILITATION AND RENOVATION OF EXISTING AND PLANNED STREETS AND OTHER STREET RELATED CAPITAL IMPROVEMENTS WITHIN THE TOWN AS DETERMINED BY THE BOARD OF TRUSTEES; AND SHALL THE SALES TAX INCREASE COMMENCE JANUARY 1, 2023 AND EXPIRE THIRTY-FIVE YEARS THEREAFTER; AND SHALL THE REVENUES RAISED BY SUCH SALES TAX RATE INCREASE, AND INVESTMENT INCOME THEREON, BE COLLECTED AND SPENT BY THE TOWN AS A VOTER-APPROVED REVENUE CHANGE PURSUANT TO ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION?

**Section 4.** If a majority of the registered electors voting at the Election vote “yes” in response to the ballot issue specified in Section 3 of this ordinance, the issue shall be deemed to have passed and the Town of Wiggins Sales Tax Ordinances shall be amended as set forth in Section 5 of this ordinance, effective January 1, 2023.

**Section 5.** Town of Wiggins Ordinance Nos. 3-84 and 3-85 are hereby amended to reflect that for the thirty-five (35) year period beginning January 1, 2023, the sales tax rate shall be three percent (3%). Ordinance Nos. 3-84 and 3-85 are hereby further amended by the addition of the following new Section 5.3 to read as follows:

5.3 Revenues from the temporary one percent sales tax approved by the registered electors of the Town at the November 8, 2022 election shall be collected, retained and spent for construction, maintenance, repair, replacement, expansion, acquisition, rehabilitation and renovation of existing and planned streets and other street related capital improvements within the Town as determined by the Board of Trustees.

**Section 6.** Total Town tax revenues are estimated to increase by up to \$500,000 in 2023, the first full year in which the sales tax provided for in this ordinance is in effect. However, the revenues from said sales tax may be collected, retained and spent regardless of whether said revenues, in any year after the first full year in which said sales tax is in effect, exceed the estimated

Option #2 - Temporary Increase

dollar amount stated above, and without any other limitation or condition, and without limiting the collection or spending of any other revenues or funds by the Town, under Article X, Section 20 of the Colorado Constitution or any other law.

**Section 7.** If any portion of this ordinance is held to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Trustees and the registered voters of the Town hereby declare that they would have passed and approved this ordinance and each part hereof irrespective of the fact that any one part be declared invalid.

**Section 7.** 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, PASSED AND ADOPTED AND ORDERED PUBLISHED  
BY TITLE ONLY THIS 27<sup>TH</sup> DAY OF JULY 2022.**

TOWN OF WIGGINS, COLORADO

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

ATTEST:

\_\_\_\_\_  
Deborah Lee, Town Clerk

I, Deborah Lee, Town Clerk of the Town of Wiggins, Colorado, hereby certify and attest that the foregoing Ordinance No. 10-2022 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 27<sup>th</sup> day of July, 2022. This Ordinance was published in The Fort Morgan Times on July\_\_\_\_, 2022.

Dated \_\_\_\_\_



## **STAFF SUMMARY**

**Board of Trustees Meeting  
July 27, 2022**

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**DATE:** July 21, 2022

**AGENDA ITEM NUMBER:** 9

**TOPIC:** Consideration to Change Date of Board of Trustees Election

**STAFF MEMBER RESPONSIBLE:** Deb Lee, Town Clerk

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**BACKGROUND:** The Town currently holds its municipal election in April of even-numbered years. The Town has the ability and has held coordinated elections with Morgan County in November as needed. Staff is proposing that the Town hold the municipal election as a coordinated election with Morgan County in November of even-numbered years.

The Town of Wiggins municipal election in April cost approximately \$2,200. The Special election that was coordinated with Morgan County in November 2021 cost approximately \$1,200. Staff dedicated a week to the municipal election this past April. A coordinated November election will significantly reduce staff time associated with holding the municipal election as they will no longer be stuffing and stamping envelopes and making sure they were all mailed out; hiring election judges; handing out replacement ballots and answering questions for voters. With a coordinated election, staff will still be available to answer voter questions while performing other duties.

More voters tend to turn out when the municipal election is held when State and National elections are held. There was a total of 447 people that voted in the November 2021 election. There was a total of 311 votes cast in the April municipal election, even though we had two people running for Mayor. Holding this election in November will increase the term of office for the current Mayor and Trustees by seven months the first year of the coordinated election.

**SUMMARY:**

Moving the municipal election to a coordinated election with Morgan County in November will reduce costs, staff time spent on elections and may increase voter turnout.

**FISCAL IMPACT:**

This action has no negative impact on the Town's adopted budget.

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

The Town of Wiggins strives to be as fiscally responsible as possible. Holding coordinated elections allows the Town to achieve this goal.

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

The Board of Trustees can adopt the ordinance and resolution as presented or elect not to adopt the ordinance and resolution and keep the municipal election in April.

**MOTION FOR APPROVAL:**

I make the motion to adopt Ordinance 11-2022 – An Ordinance Submitting to the Registered Electors of the Town of Wiggins at a Special Election to be Held on Tuesday, November 8, 2022, the Question of Changing the Date of the Town’s Regular Municipal Elections.

**ACTION REQUESTED:**

Motion, Second, Roll-Call Vote.

*(These actions require affirmative votes from the majority of the Trustees present.)*

**TOWN OF WIGGINS, COLORADO**  
**ORDINANCE NO. 11-2022**

**AN ORDINANCE SUBMITTING TO THE REGISTERED ELECTORS OF THE TOWN OF WIGGINS AT A SPECIAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2022, THE QUESTION OF CHANGING THE DATE OF THE TOWN'S REGULAR MUNICIPAL ELECTIONS**

**WHEREAS**, the Town of Wiggins (the "Town") is a Colorado municipal corporation duly organized and existing under laws of the State of Colorado; and

**WHEREAS**, the Town's regular municipal elections are currently held on the first Tuesday in April in each even-numbered year; and

**WHEREAS**, C.R.S. § 31-10-109 authorizes the Board of Trustees to submit to a vote of the registered electors of the Town the question of whether the regular election date of the Town should be changed to the Tuesday succeeding the first Monday of November in each even-numbered year; and

**WHEREAS**, the State of Colorado holds its general election on the Tuesday succeeding the first Monday of November in even-numbered years; and

**WHEREAS**, if the Town were to change the date of its regular municipal elections to November of even numbered years then the Town's elections could be held as coordinated elections with Morgan County; and

**WHEREAS**, coordinating the Town's elections with the County and holding them on the same day as the State's general election may increase voter turnout and may reduce costs to the Town; and

**WHEREAS**, the Board of Trustees is of the opinion that it should refer to the voters at the November 8, 2022 election a ballot question concerning whether the date of the Town's regular municipal election should be changed to the Tuesday succeeding the first Monday of November in each even-numbered year; and

**WHEREAS**, C.R.S. § 31-10-109 provides that if a majority of the registered electors vote to approve the change to the Town's regular election date, the Board of Trustees shall by ordinance establish its new regular election date and may include in the ordinance any alteration in the terms of office of officials that may be necessary to accomplish the change in election dates; and

**WHEREAS**, C.R.S. § 31-10-109 provides that no such ordinance shall shorten the term of any elected official in office at the time of its adoption; and

**WHEREAS**, the Board of Trustees is of the opinion that it should adopt the Ordinance set forth herein, which shall become effective if a majority of the voters approve the change to the Town's regular election date.

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

**Section 1.** A special election will be held in the Town of Wiggins on Tuesday, November 8, 2022 as part of a coordinated election (the “Election”).

**Section 2.** Pursuant to applicable provisions of the laws of the State of Colorado, the Board of Trustees hereby submits to the registered electors of the Town at such Election, the ballot question specified in Section 3 of this Ordinance.

**Section 3.** The following ballot question, certified in substantially the form set forth below, is hereby referred to the registered electors of the Town and shall appear on the ballot of the Election:

BALLOT QUESTION NO. \_\_\_\_\_

SHALL THE DATES OF THE TOWN OF WIGGINS’S REGULAR MUNICIPAL ELECTIONS BE CHANGED TO THE TUESDAY SUCCEEDING THE FIRST MONDAY OF NOVEMBER IN EACH EVEN NUMBERED YEAR BEGINNING IN 2024?

**Section 4.** If a majority of the registered electors voting at the Election vote “yes” in response to the ballot question specified in Section 3 of this Ordinance, the issue shall be deemed to have passed and Section 5 of this Ordinance shall become effective automatically.

**Section 5.** The Board of Trustees hereby adopts the following ordinance, which shall be known as the “Town of Wiggins Election Ordinance:”

**ELECTIONS**

**I. Date of regular election**

A regular election shall be held on the Tuesday succeeding the first Monday of November in each even-numbered year.

**II. Conduct of elections**

All elections that are coordinated with Morgan County shall be held and conducted in accordance with the Uniform Election Code of 1992, as amended from time to time. Elections that are not coordinated with Morgan County and are conducted by the Town shall be held and conducted in accordance with the Colorado Municipal Election Code of 1965, as amended from time to time.



### **III. Transition to November regular elections**

Notwithstanding any other provision of this Code to the contrary, the terms of Board members whose terms will expire in April 2024 shall be extended to the November 2024 regular election. The terms of Board members whose terms will expire in April 2026 will be extended to the November 2026 regular election.

**Section 6.** If any portion of this Ordinance is held to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this resolution. The Board of Trustees and the registered voters of the Town hereby declare that they would have passed and approved this resolution and each part hereof irrespective of the fact that any one part be declared invalid.

**INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED PUBLISHED  
BY TITLE ONLY THIS 27<sup>TH</sup> DAY OF JULY 2022.**

TOWN OF WIGGINS, COLORADO

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Christopher Franzen, Mayor

ATTEST:

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Deborah Lee, Town Clerk

I, Deborah Lee, Town Clerk of the Town of Wiggins, Colorado, hereby certify and attest that the foregoing Ordinance No. 09-2022 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 27<sup>th</sup> day of July 2022. This Ordinance was published in The Fort Morgan Times on \_\_\_\_\_, 2022.

ATTEST:

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Deborah Lee, Town Clerk