



**TOWN OF WIGGINS
BOARD MEETING AGENDA**

SEPTEMBER 24, 2025 at 7:00 P.M.

**304 CENTRAL AVENUE
WIGGINS, CO 80654**

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

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

I. INTRODUCTIONS

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

II. APPROVAL OF CONSENT AGENDA

1. Approval of Minutes from the Board Meeting held on August 27, 2025
2. Approval of Minutes from the Special Meeting held on September 10, 2025

III. REPORTS

1. Town Staff Report
2. Board of Trustees
3. Approval of Bills September 2025
4. Financials-Budget to Actual

IV. PUBLIC COMMENTS

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

V. CONSIDERATION OF RESOLUTION NO. 25-2025

A Resolution Approving Agreement with Rick Engineering Company for Consulting Services

1. Resolution No. 25-2025

VI. CONSIDERATION OF RESOLUTION NO. 26-2025

A Resolution Approving a Tap Purchase Agreement for 109 Central Avenue

1. Resolution No. 26-2025

VII. CONSIDERATION OF ORDINANCE NO. 6-2025

An Ordinance of the Town of Wiggins Prohibiting Dogs on Certain Public Property

1. Ordinance No. 6-2025

VIII. EXECUTIVE SESSION

1. 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 water and sewer taps for the Harrison project.

IX. REPORT FROM EXECUTIVE SESSION

For Discussion, Direction, or Action

X. ADJOURNMENT

1. Closing Remarks by Mayor and Adjournment of Meeting



MINUTES OF MEETING

TOWN OF WIGGINS BOARD OF TRUSTEES

August 28, 2025 at 7:00 P.M.

CALL TO ORDER & ROLL CALL

A meeting of the Town Board of Trustees for the Town of Wiggins, Colorado was held on Wednesday, 27, 2025. Mayor Chris Franzen called the meeting to order at 7:00 P.M. The following answered roll call: Mayor Pro-Tem Steven Perrott, and Trustees: Michael Seiber, Steven Klecka, Robert McKeighan, Trustee Berry Tomlinson, Trustee Bruce Miller was absent. Staff present were Craig Miller, Town Manager; Nichole Seiber, Town Clerk/Treasurer, Jim Parks, Chief of Police. Melinda Culley, Town Attorney.

APPROVAL OF THE AGENDA

- Motion made by Mayor Pro-Tem Perrott, seconded by Trustee Klecka. Roll Call: Unanimously Approved.

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APPROVAL OF THE CONSENT AGENDA

- Motion made by Mayor Pro-Tem Perrott, seconded by Trustee Seiber to approve the minutes from August 13, 2025 and minutes from the Special Meeting held August 13, 2025. Roll Call: Unanimously Approved.

TOWN STAFF REPORTS

- Town Manager: attended a lot of webinars, seminars for grants; EcoVap discussion of evaporation of run-off; MCED meeting and Retail Strategies partnership with TOW; Bore holes report.
- Public Works: Town home barn rafters in progress; Retention pond debris cleared, survey at silos and area of 3rd, 4th, Chapman, Main; Coatings Inc asphalt patching update; Fall Festival worker update; Gas line update; Quality Water hookup update; Bulk water invoices to date; Non-Pot line update.
- BOT: Knievel farm lease expires this week; Who is responsible for NW of Johnson St property, HOA and Town coming to agreement; Timing of lights billed to HOA.

APPROVAL OF BILLS, AUGUST 2025

- Motion made by Trustee Klecka, seconded by Trustee Tomlinson to approve the bills for August 2025. Roll Call: Unanimously Approved.

APPROVAL OF FINANCIALS, ACTUAL TO BUDGET

- Nothing new or alarming on bills this month, revenue is up; Karen Street expenditures in street repairs/maintenance line item; Hot asphalt expenses may be under snow removal line item.
- Motion made by Mayor Pro-Tem Perrott, seconded by Trustee Sieber to approve the Financials Actual to Budget.

PUBLIC COMMENTS

- None

AUDIT PRESENTATION – 2024 YEAR-END FINANCIALS

- Uli Keeley, Prospective Business Solutions, LLC. Audit discussion.
- Lorraine Trotter, Professional Management Solutions discussion. Auditor's Report, Management Discussion/Highlights.

CONSIDERATION OF RESOLUTION NO. 22-2025

- A Resolution Approving an Exclusive Right-to-Sell Listing Contract.
- Motion made by Mayor Pro-Tem Perrott seconded by Trustee McKeighan to approve Resolution 22-2025. Roll Call: Mayor Franzen abstain, all others Approved.

ADJOURNMENT

- Closing Remarks by Mayor and Adjournment of Meeting.



MINUTES OF MEETING

TOWN OF WIGGINS BOARD OF TRUSTEES SPECIAL MEETING

September 10, 2025 at 7:58 P.M.

CALL TO ORDER & ROLL CALL

A meeting of the Town Board of Trustees for the Town of Wiggins, Colorado was held on Wednesday, September 10, 2025. Mayor Chris Franzen called the meeting to order at 7:00 P.M. The following answered roll call: Mayor Pro-Tem Steven Perrott, and Trustees: Bruce Miller, Michael Seiber, Steven Klecka. Trustee Robert McKeighan and Trustee Berry Tomlinson were absent. Staff present were Craig Miller, Town Manager; Nichole Seiber, Town Clerk/Treasurer; Melinda Culley, Town Attorney.

APPROVAL OF THE AGENDA

- Motion made by Trustee Miller, seconded by Mayor Pro-Tem Perrott. Roll Call: Unanimously Approved.

CONSIDERATION OF RESOLUTION 23-2025

- Resolution in support of and Authorizing Town Staff to Apply for a Local Planning Capacity Grant from the Colorado Department of Local Affairs.
- Motion was made by Trustee Miller, seconded by Mayor Pro-Tem Perrott to approve Resolution 23-2025. Roll Call: Unanimously Approved.

CONSIDERATION OF RESOLUTION 24-2025

- A Resolution to Establish an Expedited Development Review Process for Affordable Housing.
- Motion made by Mayor Pro-Tem Perrott, seconded by Trustee Klecka . Roll Call: Unanimously Approved.

ADJOURNMENT

- Closing Remarks by Mayor and Adjournment of Meeting



TOWN STAFF'S REPORT

**Board of Trustees Meeting
September 24, 2025**

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

INCIDENT ANALYSIS - DAY

Date 09/18/2025

Time 9:57:02AM

Report CFS03

Agency Wiggins Police Dept.

Dates 08/01/2025 Thru 09/18/2025

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Agency: WPD Wiggins Police Dept.								
00400 Assault	0	0	0	0	0	1	0	1
00600 Theft	1	0	0	0	0	0	0	1
01100 Fraud	0	1	1	0	0	1	0	3
02000 Off Agnst Fam & Chld	0	0	0	0	1	0	0	1
02415 Domestic Violence	0	0	1	0	0	0	0	1
02620 Trespassing	0	0	0	0	0	2	0	2
02660 Harass/threat	0	0	0	0	3	2	3	8
02670 Local Ordinance Violation	0	0	3	1	4	0	4	12
02671 Dog At Large	1	0	2	2	0	0	1	6
02678 Watering Violation	0	0	1	0	0	0	1	2
02700 Susp Pers/veh/inc	1	0	1	1	0	3	0	6
03000 Community Policing	0	1	0	0	0	1	3	5
03010 Assist Other Agency	2	4	1	1	5	2	3	18
03020 Bar Check	0	0	0	0	0	0	1	1
03030 Building Check	0	0	0	0	0	1	1	2
03050 Escort	1	3	0	7	2	4	1	18
03070 Keep The Peace	1	0	1	0	0	0	0	2
03080 Medical Assist	2	0	0	1	0	1	0	4
03090 Open Door/window	0	0	0	0	0	0	1	1
03100 Welfare Check	0	0	0	1	1	1	1	4
03120 Extra Patrol	12	5	5	4	12	13	9	60
03540 Traffic Accident	0	0	2	0	0	0	0	2
03590 Traffic Ctrl	0	0	0	0	4	3	0	7
03600 Driving Complaint	0	5	2	0	0	0	0	7
03610 Parking Complaint	0	2	0	0	0	0	0	2
03644 Vicious Dog	0	0	0	1	0	0	0	1
03660 Animal Cruelty	0	0	0	0	0	1	0	1
03670 Animal Bite	0	0	0	0	1	0	0	1
03680 Warrant Attempt/arrest	0	1	0	1	0	0	0	2
03690 Neighborhood Dispute	0	0	0	2	0	0	0	2
03710 Vehicle Impound Release	0	0	1	0	0	0	0	1
03730 Lost/found	1	0	0	0	0	0	0	1
03750 Meet Party	1	1	0	3	3	2	0	10
03760 Information	1	3	0	1	0	5	1	11
03770 Return Phone Call	1	0	3	2	3	5	0	14
07410 Disturbance	2	1	0	0	0	0	1	4
07510 Abandoned Vehicle	0	6	2	0	0	2	1	11
07520 Motorist Assist	0	1	0	0	0	0	2	3
07530 Traffic Contact	3	0	0	2	3	1	5	14
07531 Pedestrian Contact	0	0	0	0	1	0	0	1
07580 Vehicle Inspection	0	2	2	0	2	2	0	8
07700 Juv Problem	1	0	0	1	0	0	1	3
09000 Fire Investigation LE	1	0	1	0	0	0	1	3
09001 911-Welfare Check	1	4	0	3	2	1	2	13
09006 Registered Sex Offender	0	2	0	0	0	0	0	2
09900 Follow Up/Investigation	10	3	7	3	3	11	1	38
09902 Civil Issues	1	2	2	1	1	0	0	7
REPO Repossession	0	1	0	2	0	0	0	3
SEO Select Enforce Off Init	0	1	17	10	6	4	2	40

INCIDENT ANALYSIS - DAY

Date	09/18/2025								
Time	9:57:02AM								
Report	CFS03								
		Agency	Wiggins Police Dept.						
		Dates	08/01/2025	Thru	09/18/2025				
Activity		Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Wiggins Police Dept. Agency Total		44	49	55	50	57	69	46	370
Total		44	49	55	50	57	69	46	370

TOWN OF WIGGINS - BILLS PAID

AUGUST 2025

Vendor Name	Description	Amount Paid
AMERICAN WEST LAND SURVEYING CO	Grade Staking	\$800.00
ASHLEY SIDELL	Softball/Game Book, Umpire Clicker	\$185.62
BLOEDORN LUMBER	Teets Batting Cage	\$451.00
CASELLE, INC	Support Services	\$1,664.00
CITY OF FORT MORGAN UTILITIES	Glassey Pump #89	\$8.17
COLORADO ANALYTICAL LABORATORY	Water Testing	\$1,267.20
COUNTRY HARDWARE	RO/Sprinkler/Fall Festival/Teets Park	\$1,691.39
ELIZABETH RAMOS MARTINEZ	Fall Festival Selfie Booth	\$400.00
EVANS, DIANA	Mileage Reimbursement	\$44.10
FORTRESS DEVELOPMENT SOLUTION, LLC	Sewr Palnt Dumpster	\$450.00
GERTGE TECHNOLOGY, LLC	Phone/IT Support	\$1,298.06
GREAT COPIER SERVICE	Copier Lease	\$80.77
HAHN REINDEER FARM	Deposit Reindeer Display XMAS	\$500.00
HARBOR FREIGHT TOOLS	Sewer Plant Supplies	\$42.65
HAYES POZNANOVIC KORVER, LLC	Attorney's fees	\$465.00
HIGH COUNTRY PIPE & UTILITY	RO Discharge Line	\$1,065.55
HOLLY COULEHAN	September Judge Fees	\$300.00
JARVIS	Sports Software Subscription	\$175.00
JAZMINE MARTINEZ	Fall Festival Cake Walk	\$363.00
JESS BACKHOE SERVICE LLC	Sewer Main Plug Hydrovac	\$2,575.00
JONES IRRIGATION SERVICE	Grading/Karen St/High St Water Meter	\$34,435.00
JUKE JOINT CRUISERS LLC	Fall Festival Band	\$300.00
KELLY, PC	Legal Fees	\$11,767.50
M & S ELECTRIC, INC.	RO Plant Skid Pump Motor	\$3,474.30
MILLER, CRAIG	Mileage Reimbursement	\$406.20
MORGAN COUNTY REA	Street Lights	\$10,940.78
MOZO'S PIXELS	Fall Festival Mobile Arcade	\$786.00
NVAA	Volleyball Tournament	\$252.00
OUT EAST CONTRACTING, LLC	Asphalt, Base	\$2,950.00
PROFESSIONAL MANAGEMENT SOLUTIONS	Accounting Services	\$7,076.25
PUTT AND JUMP ON THE GO, LLC	Harvest Festival Mini Golf/Carousel	\$731.25
RH WATER & WASTEWATER, INC.	Water Contract Operator	\$800.00
RIVAL SERVICES, LLC	Fall Festival Portable Toilet	\$565.00
RUDER'S HVAC+LLC	Office A/C Repair	\$120.00
SAFEBUILT LOCHBOX #88135, LLC	Residential Permit Review	\$991.35
SANCHEZ, MARCELLO	Band for the Fall Festival	\$6,000.00
SINGLEPOINT LLC	Copier Lease	\$203.19
SMASH ATHLETICS	Volleyball/Soccer Jerseys	\$1,405.22
STATE OF CO DEPT OF HEALTH AND ENVIRON	WWTF Annual Billing	\$1,000.00
STATEWIDE INTERNET PORTAL AUTH	Domain Renewal	\$1,155.00
STUB'S LLC	PW/PD Fuel	\$626.20
UMB	CMCA Membership/Equip Rental	\$4,147.37
WELDON VALLEY DITCH COMPANY	Water Assessments	\$109.50

TOWN OF WIGGINS - BILLS PAID

AUGUST 2025

WESTERN CLEAN UP CORPORATION	Concrete Main & County Road P	\$1,150.00
WICKHAM TRACTOR COMPANY	Kubota Clutch/Gasket/Seal	\$2,083.49
WIGGINS COMMUNITY BBQ	Donation	\$500.00
WIGGINS FARM AND AUTO SUPPLY	Weeds, Tahoe, Mower	\$49.20
WIGGINS SCHOOL DISTRICT RE-50J	Main Gym Rental for Volleyball	\$80.00
WOLF WASTE, LLC	Trash Service	\$378.00
XCEL ENERGY	Utilities	\$160.34

Approved By:  _____

Date: 09/19/2025

Total: \$108,469.65

TOWN OF WIGGINS
COMBINED CASH INVESTMENT
SEPTEMBER 30, 2025

COMBINED CASH ACCOUNTS

01-10210	HIGH PLAINS-MAIN CHECKING	34,605.85
01-10211	XPRESS DEPOSIT ACCOUNT	188,471.02
01-10220	HIGH PLAINS-SWEEP ACCOUNT	3,562,600.78
01-10750	UTILITY CASH CLEARING ACCOUNT	(129,764.19)
TOTAL COMBINED CASH		3,655,913.46
01-10100	CASH ALLOCATED TO OTHER FUNDS	(3,693,089.09)
TOTAL UNALLOCATED CASH		(37,175.63)

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,795,679.35
20	ALLOCATION TO WATER ENTERPRISE	332,484.83
30	ALLOCATION TO SEWER ENTERPRISE	1,334,388.88
40	ALLOCATION TO SALES TAX CAPITAL IMPROVEMENT	(181,031.04)
45	ALLOCATION TO SALES TAX STREETS	401,530.85
50	ALLOCATION TO CONSERVATION TRUST	10,036.22
TOTAL ALLOCATIONS TO OTHER FUNDS		3,693,089.09
ALLOCATION FROM COMBINED CASH FUND - 01-10100		(3,693,089.09)
ZERO PROOF IF ALLOCATIONS BALANCE		.00

TOWN OF WIGGINS
BALANCE SHEET
SEPTEMBER 30, 2025

GENERAL FUND

ASSETS

10-10100	CASH IN COMBINED CASH FUND	1,795,679.35	
10-10110	PETTY CASH (T. MANAGER)	44.30	
10-10120	PETTY CASH (T. CLERK)	805.39	
10-10240	CASH IN BANK COMM HALL FUND SA	18,993.57	
10-10250	COLOTRUST FUND	124.15	
10-10260	CASH IN USE TAX FUND	267,277.31	
10-10310	CASH W/ COUNTY TREASURER	4,731.65	
10-10500	PROPERTY TAXES RECEIVABLE	713,869.00	
10-11500	ACCOUNTS RECEIVABLE	65,449.11	
10-11510	EMPLOYEE ADVANCES RECEIVABLE	2,908.35	
10-14100	PREPAID EXPENSES	180.27	
TOTAL ASSETS			2,870,062.45

LIABILITIES AND EQUITY

LIABILITIES

10-20200	ACCOUNTS PAYABLE	(480.06)	
10-22210	DEFERRED PROPERTY TAX	713,869.00	
10-22705	ACCRUED SALARIES & BENEFITS	20,025.46	
10-22710	FED/ FICA TAXES PAYABLE	10,953.30	
10-22720	STATE W/H TAXES PAYABLE	2,695.72	
10-22740	POLICE PENSION PAYABLE	(1,618.59)	
10-22760	DEFERRED COMP CONTRIB PAYABLE	1,064.29	
10-22770	UNEMPLOYMENT PAYABLE	510.97	
10-22820	HEALTH INSURANCE PAYABLE	(54,839.37)	
10-22825	AFLAC PAYABLE	1,800.38	
10-22830	LIFE INSURANCE PAYABLE	50.40	
10-22840	VISION INSURANCE PAYABLE	126.27	
10-22905	DEVELOPER PERFORMANCE DEPOSIT	2,000.00	
10-25320	FUND BALANCE	1,906,680.87	
TOTAL LIABILITIES			2,602,838.64

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		143,362.66	
BALANCE - CURRENT DATE		143,362.66	
TOTAL FUND EQUITY			143,362.66
TOTAL LIABILITIES AND EQUITY			2,746,201.30

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
10-30004 GENERAL MISCELLANEOUS	164.73	1,734.30	50.00	(1,684.30)	3468.6
10-31100 CURRENT PROPERTY TAX	.00	677,710.86	710,000.00	32,289.14	95.5
10-31200 SPECIFIC OWNERSHIP	.00	34,367.92	50,000.00	15,632.08	68.7
10-31300 1% TOWN SALES TAX	30,122.34	245,942.80	309,750.00	63,807.20	79.4
10-31301 USE TAX	52.50	10,971.03	105,000.00	94,028.97	10.5
10-31420 CIGARETTE TAX	401.21	1,377.86	1,800.00	422.14	76.6
10-31810 SEVERENCE TAX	.00	.00	40,000.00	40,000.00	.0
10-31820 FRANCHISE FEE-MORGAN CTY REA	.00	6,459.00	8,000.00	1,541.00	80.7
10-31821 FRANCHISE FEE-XCEL ENERGY	497.44	11,377.95	12,000.00	622.05	94.8
10-31823 FRANCHISE FEE--BLUE LIGHTNING	.00	2,264.50	2,700.00	435.50	83.9
10-31900 PENALTIES & INTEREST	.00	188.53	1,200.00	1,011.47	15.7
10-32110 LIQUOR LICENSE (15%)	.00	120.00	175.00	55.00	68.6
10-32210 BUILDING PERMITS	94.55	14,110.55	70,000.00	55,889.45	20.2
10-33412 DOLA EIAF 2021	.00	.00	11,000.00	11,000.00	.0
10-33413 DOLA REDI GRANT -ECON DEVEL	.00	.00	11,000.00	11,000.00	.0
10-33430 MISCELLANEOUS FEES	72.36	393.14	.00	(393.14)	.0
10-33530 HIGHWAY USERS TAX	.00	44,634.72	.00	(44,634.72)	.0
10-33550 ADDITIONAL MOTOR VEHICLE	.00	5,510.92	.00	(5,510.92)	.0
10-33800 ROAD & BRIDGE	.00	77,340.12	.00	(77,340.12)	.0
10-34210 SPECIAL POLICE SERVICES	.00	225.00	300.00	75.00	75.0
10-34215 VIN INSPECTIONS	15.00	500.00	750.00	250.00	66.7
10-34220 BUILDING DEVELOPMENT REVIEW	.00	495.10	5,000.00	4,504.90	9.9
10-34221 BUILDING INSPECTION PLAN REV	.00	2,472.24	45,500.00	43,027.76	5.4
10-34281 ADULT ACTIVITIES FEE	.00	350.00	700.00	350.00	50.0
10-34282 PARKS & REC FEES	.00	16,550.00	4,000.00	(12,550.00)	413.8
10-34283 SOFTBALL REG FEES	.00	350.00	2,000.00	1,650.00	17.5
10-34284 BASEBALL REG FEES	.00	475.00	9,000.00	8,525.00	5.3
10-34286 VOLLEYBALL REG FEES	.00	.00	1,000.00	1,000.00	.0
10-34287 SOCCER REG FEES	.00	.00	5,000.00	5,000.00	.0
10-35110 COURT FINES-MUNICIPAL	.00	4,492.00	30,000.00	25,508.00	15.0
10-36000 OTHER MISCELLANEOUS REVENUE	1,258.29	6,827.23	4,000.00	(2,827.23)	170.7
10-36005 CASH OVER/SHORT	.00	34.10	.00	(34.10)	.0
10-36010 DOG LICENSES/CLINIC	20.00	375.00	350.00	(25.00)	107.1
10-36011 BUSINESS LICENSES	25.00	285.00	850.00	565.00	33.5
10-36012 CONTRACTOR LICENSES	25.00	1,100.00	1,300.00	200.00	84.6
10-36013 GOLF CART LICENSES	.00	125.00	500.00	375.00	25.0
10-36040 INSURANCE PROCEEDS	.00	1,044.17	.00	(1,044.17)	.0
10-36050 CAPITAL CREDITS RECEIVED	.00	2,318.79	5,000.00	2,681.21	46.4
10-36100 INTEREST ON SAVINGS	.00	78,956.45	139,500.00	60,543.55	56.6
10-36310 BUILDING & FARM RENT	250.00	8,060.93	6,600.00	(1,460.93)	122.1
10-36500 CONTRIBUTIONS/DONATIONS	.00	350.00	.00	(350.00)	.0
10-36501 SPONSORSHIPS	237.00	7,832.00	.00	(7,832.00)	.0
10-36505 TEETS PARK PAVILION FEES & DEP	500.00	400.00	.00	(400.00)	.0
10-36512 GRANTS--DUI	.00	200.00	5,500.00	5,300.00	3.6
10-36515 GRANT--C.I.O.T.	.00	.00	2,000.00	2,000.00	.0
 TOTAL FUND REVENUE	 33,735.42	 1,268,322.21	 1,601,525.00	 333,202.79	 79.2

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENTAL</u>					
10-410-13 FINANCIAL AUDIT	.00	3,280.00	6,531.00	3,251.00	50.2
10-410-22 EMPLOYEE EVAL/TESTING	.00	.00	500.00	500.00	.0
10-410-32 PROFESSIONAL SERVICES	1,362.49	25,933.42	32,000.00	6,066.58	81.0
10-410-34 CODIFICATION	.00	1,837.16	1,000.00	(837.16)	183.7
10-410-35 COPIER LEASE	.00	2,492.73	2,000.00	(492.73)	124.6
10-410-40 EMPLOYEE TRAINING	.00	3,229.30	5,000.00	1,770.70	64.6
10-410-41 TELEPHONE & INTERNET	414.61	1,286.29	500.00	(786.29)	257.3
10-410-42 UTILITIES--ELECTRIC	94.67	846.13	1,000.00	153.87	84.6
10-410-43 OFFICE BLDG REPAIRS & MAINT	.00	9,696.18	5,000.00	(4,696.18)	193.9
10-410-44 POSTAGE METER LEASE	.00	71.93	1,600.00	1,528.07	4.5
10-410-45 UTILITIES-GAS	.00	2,382.42	2,500.00	117.58	95.3
10-410-46 CELL PHONE	.00	999.88	1,400.00	400.12	71.4
10-410-48 TRASH	125.00	625.00	300.00	(325.00)	208.3
10-410-52 INSURANCE & BONDS	.00	28,023.94	48,000.00	19,976.06	58.4
10-410-55 POSTAGE & SHIPPING	.00	1,140.90	800.00	(340.90)	142.6
10-410-58 TRAVEL & MEETINGS	44.10	7,946.42	6,000.00	(1,946.42)	132.4
10-410-61 OFFICE SUPPLIES	.00	4,360.29	6,000.00	1,639.71	72.7
10-410-68 COPIER EXPENSE	.00	.00	1,500.00	1,500.00	.0
10-410-70 IT SUPPORT	554.78	10,254.22	20,000.00	9,745.78	51.3
10-410-71 COMPUTER SOFTWARE	184.80	1,388.26	3,000.00	1,611.74	46.3
10-410-87 CAPITAL EQUIPMENT	.00	365.44	2,000.00	1,634.56	18.3
10-410-90 DUES & SUBSCRIPTIONS	.00	6,778.16	2,000.00	(4,778.16)	338.9
10-410-91 NEWSLETTERS & PUBLICATIONS	.00	92.49	500.00	407.51	18.5
TOTAL GENERAL GOVERNMENTAL	2,780.45	113,030.56	149,131.00	36,100.44	75.8
<u>ADMINISTRATION DEPARTMENT</u>					
10-411-15 ADMINISTRATION DEPT EMPLOYEES	4,587.61	83,029.82	112,787.00	29,757.18	73.6
10-411-20 EMPLOYEE BENEFITS	1,343.66	13,872.33	10,000.00	(3,872.33)	138.7
10-411-22 FICA & MEDICARE	357.21	6,468.83	8,628.00	2,159.17	75.0
10-411-23 457 RETIREMENT	91.94	1,692.34	5,365.00	3,672.66	31.5
10-411-25 UNEMPLOYMENT INS	.00	69.33	117.00	47.67	59.3
10-411-26 WORKERS' COMPENSATION	.00	3,080.54	5,639.00	2,558.46	54.6
10-411-27 EMPLOYEE APPRECIATION	.00	643.90	1,500.00	856.10	42.9
10-411-28 TA VEHICLE STIPEND	.00	1,454.26	1,000.00	(454.26)	145.4
TOTAL ADMINISTRATION DEPARTMENT	6,380.42	110,311.35	145,036.00	34,724.65	76.1

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>JUDICIAL DEPARTMENT</u>					
10-412-00 CONTRACT-JUDGE	(300.00)	1,500.00	3,600.00	2,100.00	41.7
10-412-01 CONTRACT-TOWN PROSECUTOR	.00	2,485.00	5,000.00	2,515.00	49.7
10-412-11 COURT SPANISH INTERPRETOR	.00	.00	500.00	500.00	.0
10-412-35 COPIER LEASE	.00	440.58	.00	(440.58)	.0
10-412-44 POSTAGE METER LEASE	.00	43.16	200.00	156.84	21.6
10-412-55 POSTAGE	.00	684.53	400.00	(284.53)	171.1
10-412-61 OFFICE SUPPLIES	.00	.00	150.00	150.00	.0
10-412-68 COPIER EXPENSE	.00	.00	100.00	100.00	.0
10-412-71 COMPUTER SOFTWARE	69.30	138.60	.00	(138.60)	.0
TOTAL JUDICIAL DEPARTMENT	(230.70)	5,291.87	9,950.00	4,658.13	53.2
<u>MAYOR & LEGISLATIVE BOARDS</u>					
10-413-10 MAYOR COMPENSATION	.00	2,000.00	4,800.00	2,800.00	41.7
10-413-11 MAYOR & TRUSTEES COMPENSATION	1,300.00	9,942.31	5,760.00	(4,182.31)	172.6
10-413-12 BOARD OF TRUSTEES APPRECIATION	.00	.00	500.00	500.00	.0
10-413-22 FICA & MEDICARE	99.48	913.89	808.00	(105.89)	113.1
10-413-25 UNEMPLOYMENT	.00	1.66	.00	(1.66)	.0
10-413-26 WORKERS' COMPENSATION	.00	1,286.45	528.00	(758.45)	243.7
10-413-40 BOARD OF TRUSTEES TRAINING	.00	.00	1,500.00	1,500.00	.0
10-413-51 E & O INSURANCE	.00	.00	1,600.00	1,600.00	.0
10-413-58 BOARD TRAVEL & MEETINGS	.00	.00	3,000.00	3,000.00	.0
10-413-70 IT SUPPORT	.00	68.35	200.00	131.65	34.2
10-413-71 COMPUTER SOFTWARE	323.40	646.80	500.00	(146.80)	129.4
10-413-90 DUES & SUBSCRIPTIONS	.00	.00	850.00	850.00	.0
TOTAL MAYOR & LEGISLATIVE BOARDS	1,722.88	14,859.46	20,046.00	5,186.54	74.1
<u>TREASURER'S OFFICE</u>					
10-415-15 COLLECTIONS (TREASURERS FEE)	.00	13,558.00	14,200.00	642.00	95.5
10-415-30 TOWN LEGAL	11,070.00	35,460.00	50,000.00	14,540.00	70.9
10-415-40 REPORTING & PUBLISHING	.00	5.04	.00	(5.04)	.0
10-415-99 OTHER MISCELLANEOUS	.00	202.59	.00	(202.59)	.0
TOTAL TREASURER'S OFFICE	11,070.00	49,225.63	64,200.00	14,974.37	76.7
<u>ECONOMIC DEVELOPMENT</u>					
10-416-50 ECONOMIC DEVELOPMENT	.00	1,009.33	75,000.00	73,990.67	1.4
10-416-51 MEMBERSHP FEE/DUES	.00	.00	2,800.00	2,800.00	.0
TOTAL ECONOMIC DEVELOPMENT	.00	1,009.33	77,800.00	76,790.67	1.3

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
10-417-30 COMMUNITY MEETINGS	.00	.00	1,000.00	1,000.00	.0
10-417-35 COPIER LEASE	.00	533.34	400.00	(133.34)	133.3
10-417-44 POSTAGE MACHINE LEASE	.00	28.77	100.00	71.23	28.8
10-417-55 POSTAGE	.00	.00	100.00	100.00	.0
10-417-61 OFFICE SUPPLIES	.00	.00	50.00	50.00	.0
10-417-63 ABATEMENT	.00	1,795.47	3,000.00	1,204.53	59.9
10-417-68 COPIER EXPENSE	.00	.00	350.00	350.00	.0
10-417-70 IT SUPPORT	.00	136.71	1,000.00	863.29	13.7
10-417-71 COMPUTER SOFTWARE	69.30	138.60	100.00	(38.60)	138.6
10-417-85 CODE ENFORCEMENT	.00	.00	1,000.00	1,000.00	.0
10-417-91 NEWSLETTER	.00	989.38	1,000.00	10.62	98.9
TOTAL COMMUNITY DEVELOPMENT	69.30	3,622.27	8,100.00	4,477.73	44.7
<u>PLANNING & ZONING</u>					
10-418-30 LEGAL/ENGINEERING SUPPORT	697.50	16,756.25	40,000.00	23,243.75	41.9
10-418-35 COPIER LEASE	.00	533.28	500.00	(33.28)	106.7
10-418-40 STAFF TRAINING	.00	.00	2,000.00	2,000.00	.0
10-418-41 TELEPHONE & INTERNET	129.81	349.88	150.00	(199.88)	233.3
10-418-44 POSTAGE MACHINE LEASE	.00	43.16	200.00	156.84	21.6
10-418-49 COMMISSION TRAINING	.00	.00	500.00	500.00	.0
10-418-51 MEMBERSHIPS/PUBLICATIONS	.00	.00	100.00	100.00	.0
10-418-54 NOTICES/PUBLICATIONS	.00	4.92	100.00	95.08	4.9
10-418-55 POSTAGE	.00	.00	100.00	100.00	.0
10-418-61 OFFICE SUPPLIES	.00	.00	100.00	100.00	.0
10-418-68 COPIER EXPENSE	.00	.00	300.00	300.00	.0
10-418-70 IT SUPPORT	.00	136.71	1,000.00	863.29	13.7
10-418-71 COMPUTER SOFTWARE	231.00	462.00	300.00	(162.00)	154.0
10-418-93 COMPREHENSIVE PLAN	.00	5,850.57	15,000.00	9,149.43	39.0
10-418-94 ZONING MAP	.00	.00	7,500.00	7,500.00	.0
10-418-97 LAND DEVELOPMENT CODE	.00	.00	125,000.00	125,000.00	.0
10-418-98 IMPACT FEE STUDY	.00	.00	15,000.00	15,000.00	.0
10-418-99 COUNTY FEES	.00	300.00	.00	(300.00)	.0
TOTAL PLANNING & ZONING	1,058.31	24,436.77	207,850.00	183,413.23	11.8

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY PROGRAMS</u>					
10-419-00 FOURTH OF JULY FESTIVAL	.00	26,746.52	35,000.00	8,253.48	76.4
10-419-01 WIGGINS OLD TIME CHRISTMAS	.00	1,524.27	5,000.00	3,475.73	30.5
10-419-02 FALL HARVEST FESTIVAL	6,877.48	11,902.68	15,000.00	3,097.32	79.4
10-419-05 BUSINESS DIST BEAUTIFICATION	.00	466.97	3,000.00	2,533.03	15.6
10-419-10 SALARIES & WAGES	260.40	3,936.12	4,434.00	497.88	88.8
10-419-20 DONATIONS/GRANTS	500.00	2,900.00	10,000.00	7,100.00	29.0
10-419-22 FICA P&R	19.92	301.10	339.00	37.90	88.8
10-419-25 UNEMPLOYMENT INSURANCE	.52	7.10	9.00	1.90	78.9
10-419-58 COMMUNITY MEETINGS	.00	.00	1,000.00	1,000.00	.0
10-419-61 OFFICE EQUIPMENT LEASES	.00	250.00	200.00	(50.00)	125.0
10-419-62 MAIN STREET PROGRAMS	.00	.00	10,000.00	10,000.00	.0
10-419-65 TREES/TREE PLANTING	.00	1,804.63	10,000.00	8,195.37	18.1
10-419-66 PLANTERS	.00	.00	250.00	250.00	.0
10-419-91 NEWSLETTER/EVENT POSTCARD	.00	.00	1,000.00	1,000.00	.0
10-419-99 OTHER MISCELLANEOUS	.00	.00	1,000.00	1,000.00	.0
 TOTAL COMMUNITY PROGRAMS	 7,658.32	 49,839.39	 96,232.00	 46,392.61	 51.8

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
10-421-02 CONTRACT SERVICES	.00	556.50	1,200.00	643.50	46.4
10-421-15 POLICE SALARIES	9,759.77	177,648.81	216,254.00	38,605.19	82.2
10-421-20 EMPLOYEE BENEFITS	1,855.40	16,694.80	20,000.00	3,305.20	83.5
10-421-21 VEHICLE/MOBILE EQUIPMENT	.00	8,454.37	10,000.00	1,545.63	84.5
10-421-22 FICA & MEDICARE	134.36	2,471.83	3,136.00	664.17	78.8
10-421-23 PENSION-FPPA	1,090.68	18,664.41	22,707.00	4,042.59	82.2
10-421-24 DEATH & DISABILITY-FPPA	113.71	1,828.89	4,109.00	2,280.11	44.5
10-421-25 UNEMPLOYMENT INSURANCE	.00	122.42	649.00	526.58	18.9
10-421-26 WORKERS' COMPENSATION	.00	2,552.85	4,500.00	1,947.15	56.7
10-421-28 FARM HOUSE UTILITIES-GAS/ELECT	190.61	2,611.58	2,200.00	(411.58)	118.7
10-421-29 UNIFORMS	.00	310.00	3,000.00	2,690.00	10.3
10-421-30 PROFESSIONAL LEGAL SERVICES	.00	.00	1,000.00	1,000.00	.0
10-421-35 COPIER LEASE	.00	533.34	400.00	(133.34)	133.3
10-421-40 TRAINING	.00	579.21	4,000.00	3,420.79	14.5
10-421-41 TELEPHONE & INTERNET	247.87	896.94	700.00	(196.94)	128.1
10-421-42 MC COM CENTER PHONE LINE	.00	.00	1,300.00	1,300.00	.0
10-421-43 REPAIRS AND MAINTENANCE (AUTO)	.00	3,103.90	5,000.00	1,896.10	62.1
10-421-44 UTILITIES-ELECTRIC	94.67	849.14	1,000.00	150.86	84.9
10-421-45 UTILITIES-GAS	.00	.00	1,000.00	1,000.00	.0
10-421-46 CELL PHONE	.00	2,033.12	2,000.00	(33.12)	101.7
10-421-48 TRASH	.00	125.00	200.00	75.00	62.5
10-421-49 OTHER MISCELLANEOUS	.00	15.96	1,000.00	984.04	1.6
10-421-52 INSURANCE & BONDS	.00	18,935.11	20,000.00	1,064.89	94.7
10-421-55 PRINTING	.00	366.00	750.00	384.00	48.8
10-421-61 OFFICE/GEN OPERATING SUPPLIES	.00	228.20	500.00	271.80	45.6
10-421-62 FUEL	.00	2,845.26	10,000.00	7,154.74	28.5
10-421-64 CRIME PREVENTION	.00	1,070.66	1,000.00	(70.66)	107.1
10-421-68 COPIER EXPENSE	.00	.00	400.00	400.00	.0
10-421-70 IT SUPPORT	.00	478.47	2,500.00	2,021.53	19.1
10-421-71 COMPUTER SOFTWARE	138.60	552.20	5,000.00	4,447.80	11.0
10-421-72 AMMUNITION	.00	.00	2,500.00	2,500.00	.0
10-421-73 LEXIPOLE	.00	2,904.54	3,000.00	95.46	96.8
10-421-75 CRIMINAL INVESTIGATIONS	.00	1,200.00	.00	(1,200.00)	.0
10-421-85 ANIMAL CONTROL	.00	.00	1,000.00	1,000.00	.0
10-421-87 EQUIPMENT/ COMPUTERS	.00	1,055.00	.00	(1,055.00)	.0
10-421-90 MEMBERSHIP DUES	.00	63.00	200.00	137.00	31.5
TOTAL POLICE DEPARTMENT	13,625.67	269,751.51	352,205.00	82,453.49	76.6
<u>BUILDING INSPECTION DEPARTMENT</u>					
10-424-30 DEVELOPMENT REVIEW MISC EXP	.00	.00	250.00	250.00	.0
10-424-31 COMMERCIAL BUILDING REVIEW	.00	45.00	10,000.00	9,955.00	.5
10-424-32 RESIDENTIAL BUILDING REVIEW	.00	7,951.19	30,000.00	22,048.81	26.5
10-424-40 EMPLOYEE TRAINING	.00	.00	1,000.00	1,000.00	.0
TOTAL BUILDING INSPECTION DEPARTMEN	.00	7,996.19	41,250.00	33,253.81	19.4

TOWN OF WIGGINS
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS ADMINISTRATION</u>					
10-430-11 SALARY - PW MAINTENANCE(1)	5,387.50	68,169.06	153,909.00	85,739.94	44.3
10-430-15 SALARY-PW SEASONAL (MOWING)	.00	1,881.64	.00	(1,881.64)	.0
10-430-16 PW EMPLOYEES-FULL TIME	.00	34,121.15	.00	(34,121.15)	.0
10-430-20 EMPLOYEE BENEFITS - PW	1,440.15	13,418.99	18,000.00	4,581.01	74.6
10-430-22 FICA & MEDICARE	390.40	7,634.99	11,774.00	4,139.01	64.9
10-430-23 457 RETIREMENT	215.72	3,368.74	3,100.00	(268.74)	108.7
10-430-25 UNEMPLOYMENT INSURANCE - PW	.00	93.43	308.00	214.57	30.3
10-430-26 WORKERS' COMPENSATION - PW	.00	2,183.48	6,156.00	3,972.52	35.5
TOTAL PUBLIC WORKS ADMINISTRATION	7,433.77	130,871.48	193,247.00	62,375.52	67.7
<u>PUBLIC WORKS & STREETS DEPT</u>					
10-431-00 UNIFORMS - PW	.00	495.92	2,000.00	1,504.08	24.8
10-431-20 REPAIRS-EQUIPMENT & VEHICLES	.00	22,786.01	15,000.00	(7,786.01)	151.9
10-431-21 STREETS-SIGNS & MATERIAL	.00	5,475.70	2,000.00	(3,475.70)	273.8
10-431-22 SNOW REMOVAL	.00	.00	25,000.00	25,000.00	.0
10-431-23 EQUIPMENT RENTAL	.00	.00	200.00	200.00	.0
10-431-24 REPAIRS & MAINTENANCE-STREETS	.00	142.70	.00	(142.70)	.0
10-431-25 FARM HOUSE MAINT	.00	5,752.82	5,000.00	(752.82)	115.1
10-431-28 FARM HOUSE UTILITIES	.00	1,099.65	.00	(1,099.65)	.0
10-431-35 COPIER LEASE	.00	266.66	200.00	(66.66)	133.3
10-431-40 EMPLOYEE TRAINING	.00	100.00	2,000.00	1,900.00	5.0
10-431-41 UTILITIES - ELECTRIC	117.53	986.31	1,500.00	513.69	65.8
10-431-43 BUIDING MAINT	.00	17,634.11	20,000.00	2,365.89	88.2
10-431-45 UTILITIES-GAS	.00	1,374.32	1,400.00	25.68	98.2
10-431-46 CELL PHONE	.00	1,319.23	1,600.00	280.77	82.5
10-431-47 TELEPHONE & INTERNET	141.00	428.22	500.00	71.78	85.6
10-431-48 TRASH	125.00	831.00	1,000.00	169.00	83.1
10-431-52 INSURANCE - PW	.00	13,633.27	17,000.00	3,366.73	80.2
10-431-55 POSTAGE & SHIPPING-PW	.00	228.06	100.00	(128.06)	228.1
10-431-60 STREET LIGHTING - PW	1,505.22	13,235.35	17,000.00	3,764.65	77.9
10-431-61 OFFICE SUPPLIES	.00	500.76	500.00	(.76)	100.2
10-431-62 FUEL - PW	.00	4,861.57	10,000.00	5,138.43	48.6
10-431-63 CONTRACT REFUSE REMOVAL - PW	.00	165.00	1,000.00	835.00	16.5
10-431-65 TREE PROGRAM	.00	148.98	3,000.00	2,851.02	5.0
10-431-66 PEST/WEED CONTROL - PW	.00	2,266.96	1,500.00	(766.96)	151.1
10-431-68 COPIER EXPENSE	.00	.00	400.00	400.00	.0
10-431-70 IT SUPPORT	.00	478.47	2,500.00	2,021.53	19.1
10-431-71 COMPUTER SOFTWARE	138.60	277.20	500.00	222.80	55.4
10-431-74 EQUIPMENT- CAPITAL OUTLAY	.00	80,088.06	2,250.00	(77,838.06)	3559.5
10-431-99 OTHER MISCELLANEOUS - PW	.00	200.32	1,000.00	799.68	20.0
TOTAL PUBLIC WORKS & STREETS DEPT	2,027.35	174,776.65	134,150.00	(40,626.65)	130.3

TOWN OF WIGGINS
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORMWATER</u>					
10-432-59 STORMWATER ENGINEERING/DESIGN	.00	.00	6,000.00	6,000.00	.0
10-432-60 STORMWATER CONSTRUCTION	.00	14,118.95	5,000.00	(9,118.95)	282.4
10-432-61 RETENTION/DETENTION POND MAINT	.00	157.00	750.00	593.00	20.9
10-432-62 CULVERT/DITCH MAINT	.00	12,978.03	6,000.00	(6,978.03)	216.3
10-432-63 3RD AVE STORM LIFT STATION	.00	.00	500.00	500.00	.0
10-432-64 STREET SWEEPING	.00	.00	1,200.00	1,200.00	.0
10-432-65 LEVEE REPAIR & MAINT	.00	425.61	5,000.00	4,574.39	8.5
TOTAL STORMWATER	.00	27,679.59	24,450.00	(3,229.59)	113.2

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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARK & RECREATION</u>					
10-451-11 SALARIES - P&R DIRECTOR (SEAS)	1,041.60	28,238.13	61,014.00	32,775.87	46.3
10-451-12 SALARIES - SUMMER HELP (SEAS)	.00	10,337.23	16,547.00	6,209.77	62.5
10-451-16 SALARIES-PW FULL-TIME	1,953.75	21,500.03	.00 (21,500.03)	.0
10-451-20 EMPLOYEE BENEFITS	881.80	6,694.40	10,000.00	3,305.60	66.9
10-451-22 FICA P&R	229.14	4,595.80	5,933.00	1,337.20	77.5
10-451-23 RENTS	58.61	2,624.80	1,400.00 (1,224.80)	187.5
10-451-25 UNEMPLOYMENT INSURANCE	5.99	117.08	233.00	115.92	50.3
10-451-26 WORKERS' COMPENSATION	.00	1,286.45	2,327.00	1,040.55	55.3
10-451-30 SPECIAL EVENTS - P&R	.00	.00	1,000.00	1,000.00	.0
10-451-38 CELL PHONE	.00	338.85	400.00	61.15	84.7
10-451-39 TELEPHONE & INTERNET	141.01	428.26	300.00 (128.26)	142.8
10-451-40 TRAINING	.00	.00	1,000.00	1,000.00	.0
10-451-41 UTILITIES - ELECTRIC	421.66	6,057.77	12,000.00	5,942.23	50.5
10-451-42 PARK BUILDING MAINTENANCE	.00	8,263.38	12,000.00	3,736.62	68.9
10-451-43 PARK REPAIR AND MAINTENANCE	.00	13,969.84	20,000.00	6,030.16	69.9
10-451-44 CAPITAL OUTLAY - PARKS	.00	12,295.69	.00 (12,295.69)	.0
10-451-45 PARKS PAVILION EXPENSE	.00	300.00	.00 (300.00)	.0
10-451-46 TEETS PARK PAVILION DEP REFUN	.00	1,275.00	.00 (1,275.00)	.0
10-451-48 TRASH	103.00	1,503.00	2,000.00	497.00	75.2
10-451-55 NEWSLETTERS/POSTCARDS/POSTAGE	.00	523.26	1,200.00	676.74	43.6
10-451-60 BACKGROUND CHECKS	.00 (310.55)	600.00	910.55 (51.8)
10-451-61 OPERATING SUPPLIES - P&R	.00	1,311.03	1,200.00 (111.03)	109.3
10-451-62 PARKS & RECREATION PROGRAMS	196.13	2,257.44	1,800.00 (457.44)	125.4
10-451-70 IT SUPPORT	.00	136.71	1,000.00	863.29	13.7
10-451-71 COMPUTER SOFTWARE	.00	350.00	1,000.00	650.00	35.0
10-451-81 ADULT ACTIVITIES	.00	.00	600.00	600.00	.0
10-451-83 SOFTBALL	18.26	690.05	1,000.00	309.95	69.0
10-451-84 BASEBALL	.00	13,009.79	7,000.00 (6,009.79)	185.9
10-451-85 BASKETBALL	.00	.00	1,000.00	1,000.00	.0
10-451-86 VOLLEYBALL	332.00	332.00	500.00	168.00	66.4
10-451-87 SOCCER	321.50	2,289.98	2,000.00 (289.98)	114.5
10-451-88 SUMMER ACTIVITY	.00	1,247.66	1,000.00 (247.66)	124.8
10-451-90 UNIFORMS & EQUIPMENT P&R	.00	42.93	100.00	57.07	42.9
10-451-91 MISC FEES	.00	431.49	300.00 (131.49)	143.8
10-451-92 PARK CONCESSION EXPENSE	.00	.00	2,500.00	2,500.00	.0
10-451-93 MEMBERSHIP/PUBLICATIONS	.00	120.00	100.00 (20.00)	120.0
TOTAL PARK & RECREATION	5,704.45	142,257.50	169,054.00	26,796.50	84.2
TOTAL FUND EXPENDITURES	59,300.22	1,124,959.55	1,692,701.00	567,741.45	66.5
NET REVENUE OVER EXPENDITURES	(25,564.80)	143,362.66	(91,176.00)	(234,538.66)	157.2

TOWN OF WIGGINS
BALANCE SHEET
SEPTEMBER 30, 2025

WATER ENTERPRISE

ASSETS

20-10100	CASH IN COMBINED CASH FUND	332,484.83	
20-10120	CASH ON HAND	50.00	
20-10210	WATER ENTERPRISE CLEARING ACCT	7,603.69	
20-10250	COLOTRUST-WATER FUND	124.50	
20-10251	HIGH PLAINS WATER ENTPR FUND	184,517.31	
20-10260	COLOTRUST - DEVELOPMENT FEES	124.96	
20-10261	2011 USDA DEBT SERV RESERVE	102,229.98	
20-10262	2013 USDA DEBT SERV RESERVE	156,054.57	
20-10270	COLOTRUST-WATER BOND ACCOUNT	23.69	
20-10271	63.23% BOTW DEBT SERVICE	35,137.54	
20-10273	2020 BOTW LOAN--SINKING FUND	959,493.68	
20-10280	COLOTRUST-WATER BOND RESERVE	126.11	
20-10281	BANK OF THE WEST WTR RESRVS	20,934.36	
20-10282	2020 BOTW LOAN--D.S. RESERVE	255,864.69	
20-10290	OPERATION & MAINTENANCE FUND	124.60	
20-11500	ACCOUNTS RECEIVABLE	146,062.51	
20-14000	CWCB LOAN PROCEEDS ESCROW	1,133,775.50	
20-16100	LAND	661,549.57	
20-16200	WATER RIGHTS	5,022,202.92	
20-16300	CONSTRUCTION IN PROGRESS	317,400.29	
20-16400	PLANT EQUIPMENT	7,706,959.65	
20-16401	OTHER EQUIPMENT	28,834.06	
20-16410	ACCUMULATED DEPRECIATION	(2,258,817.76)	
TOTAL ASSETS			14,812,861.25

LIABILITIES AND EQUITY

LIABILITIES

20-20200	ACCOUNTS PAYABLE	315.05	
20-20300	ACCRUED COMPENSATED ABSENCES	17,875.23	
20-20301	ACCR'D COMP ABS--CURR. PORTION	4,468.81	
20-20400	ACCRUED INTEREST PAYABLE	30,954.30	
20-22530	2013 USDA LOAN-LT PORTION	427,859.98	
20-22531	2013 USDA LOAN-CURRENT PORTION	11,115.00	
20-22540	REVENUE BOND PAY REA-LT PORT	2,447,879.50	
20-22541	REVENUE BOND PAY REA-CURRENT	69,957.00	
20-22550	BOTW LOAN--63.23% WATER LT POR	1,827,739.03	
20-22600	CAPITAL LEASES PAYABLE-LT PORT	113,504.55	
20-22601	CAPITAL LEASES PAY-CURRENT POR	34,221.00	
20-22650	2017 CWCB NOTE PAY-LT PORTION	2,408,850.00	
20-22705	ACCRUED SALARIES & BENEFITS	4,065.54	
20-22900	CUSTOMER DEPOSIT LIABILITY	68,362.85	
TOTAL LIABILITIES			7,467,167.84

FUND EQUITY

20-27900	RETAINED EARNINGS	7,236,103.32
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TOWN OF WIGGINS
BALANCE SHEET
SEPTEMBER 30, 2025

WATER ENTERPRISE

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	140,872.84		
BALANCE - CURRENT DATE		140,872.84	
TOTAL FUND EQUITY			7,376,976.16
TOTAL LIABILITIES AND EQUITY			14,844,144.00

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
20-34000 WATER SALES	.00	702,932.00	1,073,518.00	370,586.00	65.5
20-34002 BULK WATER SALES	4,645.31	23,438.16	.00	(23,438.16)	.0
20-34440 TAP FEES & ACQUISITION FEES	.00	.00	840,000.00	840,000.00	.0
20-34442 WATER METER SALES	.00	305.00	7,320.00	7,015.00	4.2
20-34450 MISCELLANEOUS WATER INCOME	.00	10,802.76	10,000.00	(802.76)	108.0
20-36001 RENTAL INCOME	592.50	12,823.25	42,000.00	29,176.75	30.5
20-36005 WIGGINS NORTH LAND RENT	.00	.00	2,500.00	2,500.00	.0
20-36012 GLASSEY REVENUE	.00	.00	10,000.00	10,000.00	.0
20-36100 INTEREST EARNED	.00	911.66	1,288.00	376.34	70.8
TOTAL FUND REVENUE	5,237.81	751,212.83	1,986,626.00	1,235,413.17	37.8

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROFESSIONAL SERVICES</u>					
20-410-13 FINANCIAL AUDIT	.00	3,280.00	6,531.00	3,251.00	50.2
20-410-30 LEGAL SERVICE	.00	1,320.00	5,000.00	3,680.00	26.4
20-410-31 WATER RIGHTS EXPENSES (LEGAL)	465.00	12,519.75	80,000.00	67,480.25	15.7
20-410-32 PROFESSIONAL SERVICES WATER	1,403.78	67,530.35	100,000.00	32,469.65	67.5
20-410-33 POSTAGE	.00	1,140.90	1,200.00	59.10	95.1
20-410-34 WATER DEPOSIT REFUND	.00	.00	1,000.00	1,000.00	.0
20-410-38 PROFESSIONAL SERVICES ACCT	.00	.00	10,000.00	10,000.00	.0
20-410-40 TRAVEL, MEETINGS & TRAINING	.00	.00	4,000.00	4,000.00	.0
20-410-44 POSTAGE MACHINE LEASE	.00	28.77	120.00	91.23	24.0
20-410-59 DESIGN/SYSTEM ENGINEERING	.00	.00	60,000.00	60,000.00	.0
20-410-68 COPIER EXPENSE	.00	.00	200.00	200.00	.0
TOTAL PROFESSIONAL SERVICES	1,868.78	85,819.77	268,051.00	182,231.23	32.0
<u>WATER ADMINISTRATION</u>					
20-411-12 EMPLOYEE SALARY-ADMINISTRATION	3,394.48	60,700.40	.00 (60,700.40)	.0
20-411-15 SALARIES & WAGES	.00	.00	82,459.00	82,459.00	.0
20-411-20 EMPLOYEE BENEFITS	677.77	6,099.93	5,016.00 (1,083.93)	121.6
20-411-22 FICA & MEDICARE	267.88	4,794.51	6,308.00	1,513.49	76.0
20-411-23 457 RETIREMENT	48.52	889.34	2,916.00	2,026.66	30.5
20-411-25 UNEMPLOYMENT INSURANCE	.00	46.91	165.00	118.09	28.4
20-411-26 WORKERS' COMPENSATION	.00	1,233.68	165.00 (1,068.68)	747.7
TOTAL WATER ADMINISTRATION	4,388.65	73,764.77	97,029.00	23,264.23	76.0
<u>PUBLIC WORKS ADMINISTRATION</u>					
20-430-11 SALARY-PW MAINTENANCE	2,525.43	47,273.63	56,221.00	8,947.37	84.1
20-430-20 EMPLOYEE BENEFITS	673.30	6,125.20	7,084.00	958.80	86.5
20-430-22 FICA & MEDICARE	182.34	3,449.55	4,301.00	851.45	80.2
20-430-23 457 RETIREMENT	102.81	1,588.82	1,528.00 (60.82)	104.0
20-430-25 UNEMPLOYMENT INSURANCE	.00	39.88	106.00	66.12	37.6
20-430-26 WORKERS' COMPENSATION	.00	527.67	1,013.00	485.33	52.1
TOTAL PUBLIC WORKS ADMINISTRATION	3,483.88	59,004.75	70,253.00	11,248.25	84.0
<u>SUPPLIES</u>					
20-431-22 EQUIPMENT REPAIRS AND MAINT	.00	.00	4,500.00	4,500.00	.0
20-431-62 FUEL	.00	816.08	2,000.00	1,183.92	40.8
20-431-75 VEHICLE REPAIR	.00	.00	1,500.00	1,500.00	.0
TOTAL SUPPLIES	.00	816.08	8,000.00	7,183.92	10.2

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATIONS</u>					
20-432-00 LINE MAINTENANCE	.00	25,249.88	50,000.00	24,750.12	50.5
20-432-05 UTILITY LOCATE EXPENSE	.00	211.44	400.00	188.56	52.9
20-432-30 CONTRACT OPERATOR	.00	4,580.00	6,000.00	1,420.00	76.3
20-432-35 COPIER LEASE	.00	266.66	600.00	333.34	44.4
20-432-37 ANALYTICAL/SAMPLING EXPENSE	1,109.20	19,555.80	25,000.00	5,444.20	78.2
20-432-40 TELEPHONE & INTERNET	504.60	3,260.95	2,500.00	(760.95)	130.4
20-432-41 UTILITIES-ELECTRIC	6,447.55	51,209.26	70,000.00	18,790.74	73.2
20-432-45 UTILITIES-GAS	.00	1,325.66	2,000.00	674.34	66.3
20-432-46 CELL PHONE	.00	.00	764.00	764.00	.0
20-432-48 TRASH	.00	75.00	100.00	25.00	75.0
20-432-49 UTILITIES-PROPANE	.00	1,034.69	6,000.00	4,965.31	17.2
20-432-50 PERMIT FEES	.00	1,350.00	27,500.00	26,150.00	4.9
20-432-52 INSURANCE AND BONDS	.00	7,574.04	8,000.00	425.96	94.7
20-432-53 BOOSTER STATION MAINTENANCE	.00	4,017.71	4,000.00	(17.71)	100.4
20-432-54 WATER MAIN INSTALLATION EXP	.00	.00	2,000.00	2,000.00	.0
20-432-55 METER INSTALL EXPENSE	.00	2,693.26	7,000.00	4,306.74	38.5
20-432-56 MAINTENANCE (PLANT) RO	.00	19,974.48	80,000.00	60,025.52	25.0
20-432-57 TREATMENT/OPERATING SUPPLIES	.00	11,224.54	22,000.00	10,775.46	51.0
20-432-59 WATER WELL MAINTENANCE	.00	165.99	6,000.00	5,834.01	2.8
20-432-61 OFFICE SUPPLIES	.00	35.00	500.00	465.00	7.0
20-432-68 COPIER EXPENSE	.00	.00	500.00	500.00	.0
20-432-70 IT SUPPORT	554.61	5,935.17	5,000.00	(935.17)	118.7
20-432-75 SYSTEM REPAIR & MAINTENANCE	.00	16.07	2,000.00	1,983.93	.8
20-432-76 EMERGENCY SUPPLY VAULT	.00	900.00	.00	(900.00)	.0
20-432-85 WATER LEASES	109.50	3,476.00	85,000.00	81,524.00	4.1
20-432-87 EQUIPMENT	.00	.00	15,000.00	15,000.00	.0
20-432-99 OTHER MISCELLANEOUS EXPENSE	.00	228.51	1,000.00	771.49	22.9
TOTAL OPERATIONS	8,725.46	164,360.11	428,864.00	264,503.89	38.3
<u>DEBT SERVICE</u>					
20-471-09 LOAN PMT-CWCB	.00	.00	400,000.00	400,000.00	.0
20-471-11 LOAN PAYMENT-USDA	.00	73,536.00	147,072.00	73,536.00	50.0
20-471-12 LEASE/PURCHASE PMT-KAMMERER	.00	31,593.78	42,125.00	10,531.22	75.0
20-471-13 BOTW SINKING FUND PAYMENT	.00	45,693.48	.00	(45,693.48)	.0
20-471-14 BOTW INTEREST PAYMENT	.00	75,751.25	133,000.00	57,248.75	57.0
20-471-18 OTHER INTEREST EXPENSE	.00	.00	15,560.00	15,560.00	.0
20-471-50 LOAN ISSUANCE COSTS	.00	.00	20,000.00	20,000.00	.0
TOTAL DEBT SERVICE	.00	226,574.51	757,757.00	531,182.49	29.9
TOTAL FUND EXPENDITURES	18,466.77	610,339.99	1,629,954.00	1,019,614.01	37.5
NET REVENUE OVER EXPENDITURES	(13,228.96)	140,872.84	356,672.00	215,799.16	39.5

TOWN OF WIGGINS
BALANCE SHEET
SEPTEMBER 30, 2025

SEWER ENTERPRISE

ASSETS

30-10100	CASH IN COMBINED CASH FUND	1,334,388.88	
30-10250	COLOTRUST FUND	124.50	
30-10251	HIGH PLAINS SEWER ENTPR FUND	64,248.14	
30-10260	COLOTRUST SEWER PROJECT	124.50	
30-10271	36.77% BOTW DEBT SERVICE	20,433.87	
30-10273	2020 BOTW LOAN--SINKING FUND	557,971.82	
30-10282	2020 BOTW LOAN--D.S. RESERVE	148,792.31	
30-10290	CD 1726--STORM SEWER WGNS SCH	12,765.96	
30-11500	ACCOUNTS RECEIVABLE	58,678.49	
30-16100	LAND	821,659.00	
30-16200	BUILDINGS	130,310.00	
30-16300	CONSTRUCTION IN PROGRESS	36,921.15	
30-16400	EQUIPMENT	2,711,925.91	
30-16401	OTHER EQUIPMENT	25,098.72	
30-16410	ACCUMULATED DEPRECIATION-EQ	(928,651.58)	
TOTAL ASSETS			4,994,791.67

LIABILITIES AND EQUITY

LIABILITIES

30-20200	ACCOUNTS PAYABLE	328.31	
30-20300	ACCRUED COMPENSATED ABSENCES	17,681.97	
30-20301	ACCR'D COMP ABS--CURR. PORTION	4,420.49	
30-20400	ACCRUED INTEREST PAYABLE	6,752.60	
30-22550	BOTW 36.77% SEWER LOAN-LT PORT	1,062,880.97	
30-22705	ACCRUED SALARIES & BENEFITS	3,810.93	
30-22900	CUSTOMER DEPOSIT LIABILITY	5,302.90	
30-22905	DEVELOPER PERFORMANCE DEPOSIT	11,750.00	
TOTAL LIABILITIES			1,112,928.17

FUND EQUITY

30-27900	RETAINED EARNINGS	3,873,883.84	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		1,044.33	
BALANCE - CURRENT DATE		1,044.33	
TOTAL FUND EQUITY			3,874,928.17
TOTAL LIABILITIES AND EQUITY			4,987,856.34

TOWN OF WIGGINS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

SEWER ENTERPRISE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUES</u>					
30-34000	SEWER SALES	.00	325,721.93	482,908.00	157,186.07	67.5
30-34440	TAP FEES	.00	.00	240,000.00	240,000.00	.0
30-34450	MISCELLANEOUS SEWER INCOME	.00	(30.00)	.00	30.00	.0
30-36100	INTEREST EARNED	.00	136.06	400.00	263.94	34.0
	TOTAL FUND REVENUE	.00	325,827.99	723,308.00	397,480.01	45.1

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROFESSIONAL SERVICES</u>					
30-410-13 FINANCIAL AUDIT	.00	3,280.00	6,531.00	3,251.00	50.2
30-410-30 LEGAL SERVICE	.00	.00	2,000.00	2,000.00	.0
30-410-32 PROFESSIONAL SERVICES	1,362.48	14,699.54	15,000.00	300.46	98.0
30-410-33 POSTAGE	.00	1,140.90	1,000.00	(140.90)	114.1
30-410-35 COPIER LEASE	.00	266.66	125.00	(141.66)	213.3
30-410-40 TRAINING	.00	.00	2,000.00	2,000.00	.0
30-410-44 POSTAGE MACHINE LEASE	.00	28.77	105.00	76.23	27.4
30-410-67 OFFICE SUPPLIES	.00	.00	100.00	100.00	.0
30-410-68 COPIER EXPENSE	.00	.00	200.00	200.00	.0
TOTAL PROFESSIONAL SERVICES	1,362.48	19,415.87	27,061.00	7,645.13	71.8
<u>SEWER ADMINISTRATION</u>					
30-411-14 EMPLOYEE SALARIES-ADMIN	3,394.49	60,700.60	.00	(60,700.60)	.0
30-411-15 ADMINISTRATION DEPT EMPLOYEES	.00	.00	82,459.00	82,459.00	.0
30-411-20 EMPLOYEE BENEFITS	677.77	6,099.93	5,015.00	(1,084.93)	121.6
30-411-22 FICA & MEDICARE	267.89	4,794.40	6,308.00	1,513.60	76.0
30-411-23 457 RETIREMENT	48.53	889.34	2,873.00	1,983.66	31.0
30-411-25 UNEMPLOYMENT INSURANCE	.00	46.93	45.00	(1.93)	104.3
30-411-26 WORKERS' COMPENSATION	.00	.00	165.00	165.00	.0
30-411-70 IT SUPPORT	554.61	5,935.19	4,400.00	(1,535.19)	134.9
30-411-72 UTILITY SOFTWARE EXPENSE	.00	.00	1,000.00	1,000.00	.0
TOTAL SEWER ADMINISTRATION	4,943.29	78,466.39	102,265.00	23,798.61	76.7
<u>PUBLIC WORKS ADMINISTRATION</u>					
30-430-11 SALARIES & WAGES	2,188.67	18,540.36	47,943.00	29,402.64	38.7
30-430-12 SALARY-PW MAINTENANCE	.00	22,105.67	.00	(22,105.67)	.0
30-430-20 EMPLOYEE BENEFITS	579.75	5,260.61	6,404.00	1,143.39	82.2
30-430-22 FICA & MEDICARE	156.56	2,942.42	3,668.00	725.58	80.2
30-430-23 457 RETIREMENT	92.70	1,397.37	1,404.00	6.63	99.5
30-430-25 UNEMPLOYMENT	.00	32.09	96.00	63.91	33.4
30-430-26 WORKERS' COMPENSATION	.00	1,761.34	100.00	(1,661.34)	1761.3
TOTAL PUBLIC WORKS ADMINISTRATION	3,017.68	52,039.86	59,615.00	7,575.14	87.3

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WWTP</u>					
30-431-22 EQUIPMENT MAINTENANCE/REPAIRS	.00	.00	1,500.00	1,500.00	.0
30-431-41 UTILITIES-ELECTRIC	.00	.00	500.00	500.00	.0
30-431-45 UTILITIES-GAS	.00	.00	400.00	400.00	.0
30-431-48 TRASH	.00	.00	876.00	876.00	.0
30-431-51 WWTP ENGINEERING & CONTINGENCY	.00	.00	6,500.00	6,500.00	.0
30-431-59 ENGINEERING DESIGN	.00	.00	14,000.00	14,000.00	.0
30-431-62 FUEL	.00	1,757.94	800.00	(957.94)	219.7
30-431-74 CAPITAL OUTLAY WWTP	.00	.00	25,000.00	25,000.00	.0
30-431-75 VEHICLE REPAIRS	.00	.00	4,000.00	4,000.00	.0
TOTAL WWTP	.00	1,757.94	53,576.00	51,818.06	3.3
<u>OPERATIONS</u>					
30-432-00 LINE MAINTENANCE	3,145.00	4,197.96	6,500.00	2,302.04	64.6
30-432-05 UTILITY LOCATE EXPENSE	.00	152.72	500.00	347.28	30.5
30-432-30 CONTRACT OPERATOR	.00	2,000.00	6,500.00	4,500.00	30.8
30-432-41 UTILITIES-ELECTRIC	2,077.04	21,680.97	29,000.00	7,319.03	74.8
30-432-42 TELEPHONE/INTERNET	247.44	1,947.35	1,000.00	(947.35)	194.7
30-432-45 UTILITIES --GAS	.00	198.14	500.00	301.86	39.6
30-432-46 CELL PHONE	.00	.00	300.00	300.00	.0
30-432-48 TRASH	25.00	253.00	500.00	247.00	50.6
30-432-50 PERMIT FEES	.00	.00	3,500.00	3,500.00	.0
30-432-51 ANALYTICAL/SAMPLING EXPENSE	158.00	2,150.00	8,000.00	5,850.00	26.9
30-432-52 INSURANCE AND BONDS	.00	7,574.05	9,000.00	1,425.95	84.2
30-432-53 SEWER CLEANING/VIDEO	.00	.00	20,000.00	20,000.00	.0
30-432-54 INSTALLATION OF LINE EXPENSE	.00	84.96	500.00	415.04	17.0
30-432-55 GENERAL MAINT CENT LIFT ST	.00	48.98	500.00	451.02	9.8
30-432-56 GENERAL MAINTENANCE OF PLANT	.00	14,091.43	17,500.00	3,408.57	80.5
30-432-57 GENERAL MAINT JOHNSON LT ST	.00	6,516.85	5,000.00	(1,516.85)	130.3
30-432-59 ENGINEERING DESIGN	.00	.00	5,000.00	5,000.00	.0
30-432-60 TREATMENT OPERATIONS	.00	9,762.08	8,500.00	(1,262.08)	114.9
30-432-61 OFFICE SUPPLIES	.00	77.94	200.00	122.06	39.0
30-432-75 CAPITAL OUTLAY - LINES	.00	.00	60,000.00	60,000.00	.0
30-432-99 OTHER MISCELLANEOUS EXPENSE	.00	43.89	100.00	56.11	43.9
TOTAL OPERATIONS	5,652.48	70,780.32	182,600.00	111,819.68	38.8
<u>DEBT SERVICE</u>					
30-471-13 BOTW SINKING FUND PAYMENT	.00	26,572.02	.00	(26,572.02)	.0
30-471-14 BOTW INTEREST PAYMENT	.00	75,751.26	105,000.00	29,248.74	72.1
TOTAL DEBT SERVICE	.00	102,323.28	105,000.00	2,676.72	97.5
TOTAL FUND EXPENDITURES	14,975.93	324,783.66	530,117.00	205,333.34	61.3

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

	SEWER ENTERPRISE				
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	(14,975.93)	1,044.33	193,191.00	192,146.67	.5

TOWN OF WIGGINS
BALANCE SHEET
SEPTEMBER 30, 2025

SALES TAX CAPITAL IMPROVEMENT

ASSETS

40-10100	CASH IN COMBINED CASH FUND	(181,031.04)	
40-10250	COLOTRUST FUND		124.50	
40-10251	HIGH PLAINS 1% TAX FUND		15,382.16	
40-11500	ACCOUNTS RECEIVABLE		53,509.85	
	TOTAL ASSETS		(112,014.53)

LIABILITIES AND EQUITY

LIABILITIES

40-20200	ACCOUNTS PAYABLE	(1,241.32)	
40-25320	FUND BALANCE	(203,711.32)	
	TOTAL LIABILITIES		(204,952.64)

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
REVENUE OVER EXPENDITURES - YTD	103,156.73			
BALANCE - CURRENT DATE			103,156.73	
TOTAL FUND EQUITY				103,156.73
TOTAL LIABILITIES AND EQUITY			(101,795.91)

TOWN OF WIGGINS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

SALES TAX CAPITAL IMPROVEMENT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUES</u>					
40-31300	1% TOWN SALES TAX	30,122.34	245,942.73	321,264.00	75,321.27	76.6
40-36100	INTEREST EARNED	.00	47.40	76.00	28.60	62.4
40-36503	GRANT--DOLA	.00	.00	46,000.00	46,000.00	.0
	TOTAL FUND REVENUE	30,122.34	245,990.13	367,340.00	121,349.87	67.0

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

SALES TAX CAPITAL IMPROVEMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPARTMENT 410</u>					
40-410-13 FINANCIAL AUDIT	.00	3,280.00	.00	(3,280.00)	.0
TOTAL DEPARTMENT 410	.00	3,280.00	.00	(3,280.00)	.0
<u>CAPITAL PROJECTS</u>					
40-430-05 CIP-NORTH STORM DETENTION	25,950.00	53,750.00	75,000.00	21,250.00	71.7
40-430-16 CIP-TOWN HALL DIGITAL SIGN	.00	.00	2,500.00	2,500.00	.0
40-430-18 CIP-NON POT WATER MAIN	.00	85,803.40	105,000.00	19,196.60	81.7
40-430-22 CIP-ENTRY SIGN IMPROVEMENTS	.00	.00	10,000.00	10,000.00	.0
TOTAL CAPITAL PROJECTS	25,950.00	139,553.40	192,500.00	52,946.60	72.5
TOTAL FUND EXPENDITURES	25,950.00	142,833.40	192,500.00	49,666.60	74.2
NET REVENUE OVER EXPENDITURES	4,172.34	103,156.73	174,840.00	71,683.27	59.0

TOWN OF WIGGINS
BALANCE SHEET
SEPTEMBER 30, 2025

SALES TAX STREETS

ASSETS

45-10100	CASH IN COMBINED CASH FUND	401,530.85	
45-11500	ACCOUNTS RECEIVABLE	53,509.86	
	TOTAL ASSETS		455,040.71

LIABILITIES AND EQUITY

LIABILITIES

45-20200	ACCOUNTS PAYABLE	.01	
45-25320	FUND BALANCE	313,669.20	
	TOTAL LIABILITIES		313,669.21

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	189,229.10		
BALANCE - CURRENT DATE		189,229.10	
TOTAL FUND EQUITY			189,229.10
TOTAL LIABILITIES AND EQUITY			502,898.31

TOWN OF WIGGINS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

SALES TAX STREETS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUES</u>					
45-31300	1% TOWN SALES TAX (2022)	30,122.34	245,942.72	320,556.00	74,613.28	76.7
45-36100	INTEREST EARNED	.00	.00	17,905.00	17,905.00	.0
	TOTAL FUND REVENUE	30,122.34	245,942.72	338,461.00	92,518.28	72.7

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

SALES TAX STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPARTMENT 410</u>					
45-410-13 FINANCIAL AUDIT	.00	3,280.00	.00	(3,280.00)	.0
TOTAL DEPARTMENT 410	.00	3,280.00	.00	(3,280.00)	.0
<u>CAPITAL PROJECTS</u>					
45-430-11 CIP-CHAPMAN 3RD TO 4TH	.00	.00	300,000.00	300,000.00	.0
45-430-12 CIP-3RD AVE CHAPMAN TO MAIN ST	.00	.00	250,000.00	250,000.00	.0
45-430-59 CIP ENGINEERING SERVICES	.00	.00	15,000.00	15,000.00	.0
TOTAL CAPITAL PROJECTS	.00	.00	565,000.00	565,000.00	.0
<u>DEPARTMENT 431</u>					
45-431-22 REPAIRS & MAINTENANCE-STREETS	7,915.00	53,433.62	50,000.00	(3,433.62)	106.9
45-431-24 SNOW REMOVAL	.00	.00	15,000.00	15,000.00	.0
TOTAL DEPARTMENT 431	7,915.00	53,433.62	65,000.00	11,566.38	82.2
TOTAL FUND EXPENDITURES	7,915.00	56,713.62	630,000.00	573,286.38	9.0
NET REVENUE OVER EXPENDITURES	22,207.34	189,229.10	(291,539.00)	(480,768.10)	64.9

TOWN OF WIGGINS
BALANCE SHEET
SEPTEMBER 30, 2025

CONSERVATION TRUST

ASSETS

50-10100	CASH IN COMBINED CASH FUND	10,036.22	
50-10250	COLOTRUST FUND	124.50	
50-10251	HIGH PLAINS CNSRVTN TRST FUND	14,359.85	
	TOTAL ASSETS		24,520.57

LIABILITIES AND EQUITY

LIABILITIES

50-20200	ACCOUNTS PAYABLE	283.02	
50-25320	FUND BALANCE	26,737.47	
	TOTAL LIABILITIES		27,020.49

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:
REVENUE OVER EXPENDITURES - YTD

1,761.96

BALANCE - CURRENT DATE

1,761.96

TOTAL FUND EQUITY

1,761.96

TOTAL LIABILITIES AND EQUITY

28,782.45

TOWN OF WIGGINS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

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)	4,261.88	13,588.45	17,100.00	3,511.55	79.5
50-36100	INTEREST EARNED	.00	31.95	54.00	22.05	59.2
	TOTAL FUND REVENUE	4,261.88	13,620.40	17,154.00	3,533.60	79.4

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

CONSERVATION TRUST

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DEPARTMENT 430</u>					
50-430-16	TOWN PARKS IMPROVEMENTS	.00	2,048.27	10,000.00	7,951.73	20.5
50-430-17	CAPITAL OUTLAY -BLEACHER SHADE	.00	7,425.54	10,000.00	2,574.46	74.3
	TOTAL DEPARTMENT 430	.00	9,473.81	20,000.00	10,526.19	47.4
	<u>PARK OPERATIONS</u>					
50-452-60	REPAIRS AND MAINTENANCE	.00	2,384.63	.00	(2,384.63)	.0
	TOTAL PARK OPERATIONS	.00	2,384.63	.00	(2,384.63)	.0
	TOTAL FUND EXPENDITURES	.00	11,858.44	20,000.00	8,141.56	59.3
	NET REVENUE OVER EXPENDITURES	4,261.88	1,761.96	(2,846.00)	(4,607.96)	61.9

**AN AGREEMENT BY AND BETWEEN THE TOWN OF WIGGINS
AND RICK ENGINEERING COMPANY FOR CONSULTING SERVICES**

1.0 PARTIES

This AGREEMENT FOR CONSULTING SERVICES (this “Agreement”) is made and entered into this ____ day of _____, 20____ (the “Effective Date”), by and between the **Town of Wiggins**, a Colorado municipal corporation, hereinafter referred to as the “Town,” and **Rick Engineering Company – Colorado**, a Colorado corporation, hereinafter referred to as the “Consultant”.

2.0 RECITALS AND PURPOSE

- 2.1 The Town desires to engage the Consultant to update the Land Development Code for the Town of Wiggins with the overall goals of modernizing the code to reflect current best practices in planning, ensure that the code will be in compliance with current state statutes, and to reflect the outcomes of the recently adopted Wiggins Comprehensive Plan, as set forth in the Consultant’s Scope of Services (which services are hereinafter referred to as the “Services”).
- 2.2 The Consultant represents that it has the special expertise, qualifications and background necessary to complete the Services.

3.0 SCOPE OF SERVICES

The Consultant agrees to provide the Town with the specific Services and to perform the specific tasks, duties and responsibilities set forth in Scope of Services attached hereto as **Exhibit A** and incorporated herein by reference.

4.0 COMPENSATION

4.1 The Town shall pay the Consultant for services under this agreement a total not to exceed **Forty Thousand Dollars (\$40,000.00)**, as set forth in **Exhibit A**, attached hereto and incorporated herein by this reference. For Services compensated at hourly or per unit rates, or on a per-task basis, such rates or costs per task shall not exceed the amounts set forth in **Exhibit A**. The Town shall pay mileage and other reimbursable expenses (such as meals, parking, travel expenses, necessary memberships, etc.), that are (1) clearly set forth in the Scope of Services, and (2) necessary for performance of the Services (“Pre-Approved Expenses”). The foregoing amounts of compensation shall be inclusive of all costs of whatsoever nature associated with the Consultant’s efforts, including but not limited to salaries, benefits, overhead, administration, profits, expenses, and outside consultant fees. The Scope of Services and payment therefor shall only be changed by a properly authorized amendment to this Agreement. No Town employee has the authority to bind the Town with regard to any payment for any services which exceeds the amount payable under the terms of this Agreement.

- 4.2 The Consultant shall submit monthly an invoice to the Town for Services rendered and a detailed expense report for Pre-Approved Expenses incurred during the previous month. The invoice shall document the Services provided during the preceding month, identifying by work category and subcategory the work and tasks performed and such other information as may be required by the Town. The Consultant shall provide such additional backup documentation as may be required by the Town. The Town shall pay the invoice within thirty (30) days of receipt unless the Services or the documentation therefor are unsatisfactory. Payments made after thirty (30) days may be assessed an interest charge of one percent (1%) per month unless the delay in payment resulted from unsatisfactory work or documentation therefor.

5.0 PROJECT REPRESENTATION

- 5.1 The Town designates the Town Manager as the responsible Town staff to provide direction to the Consultant during the conduct of the Services. The Consultant shall comply with the directions given by the Town Manager and such person's designees.
- 5.2 The Consultant designates Brit Palmberg as its project manager and as the principal in charge who shall be providing the Services under this Agreement. Should any of the representatives be replaced, and such replacement require the Town or the Consultant to undertake additional reevaluations, coordination, orientations, etc., the Consultant shall be fully responsible for all such additional costs and services.

6.0 TERM

- 6.1 The term of this Agreement shall be from the Effective Date until the Services are fully performed, unless sooner terminated pursuant to Section 13, below. The Consultant's Services under this Agreement shall commence on the Effective Date and Consultant shall proceed with diligence and promptness so that the Services are completed in a timely fashion consistent with the Town's requirements.
- 6.2 Nothing in this Agreement is intended or shall be deemed or construed as creating any multiple-fiscal year direct or indirect debt or financial obligation on the part of the Town within the meaning of Colorado Constitution Article X, Section 20 or any other constitutional or statutory provision. All financial obligations of the Town under this Agreement are subject to annual budgeting and appropriation by the Wiggins Board of Trustees, in its sole discretion. Notwithstanding anything in this Agreement to the contrary, in the event of non-appropriation, this Agreement shall terminate effective December 31 of the then-current fiscal year.

7.0 INSURANCE

- 7.1 The Consultant agrees to procure and maintain, at its own cost, the policies of insurance set forth in Subsections 7.1.1 through 7.1.4. The Consultant shall not be relieved of any

liability, claims, demands, or other obligations assumed pursuant to this Agreement by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types. The coverages required below shall be procured and maintained with forms and insurers acceptable to the Town. All coverages shall be continuously maintained from the date of commencement of services hereunder. The required coverages are:

- 7.1.1 Workers' Compensation insurance as required by the Labor Code of the State of Colorado and Employers Liability Insurance. Evidence of qualified self-insured status may be substituted.
- 7.1.2 General Liability insurance with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000) each occurrence and TWO MILLION DOLLARS (\$2,000,000) aggregate. The policy shall include the Town of Wiggins, its officers and its employees, as additional insureds, with primary coverage as respects the Town of Wiggins, its officers and its employees, and shall contain a severability of interests provision.
- 7.1.3 Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than FIVE HUNDRED THOUSAND DOLLARS (\$500,000) per person in any one occurrence and ONE MILLION DOLLARS (\$1,000,000) for two or more persons in any one occurrence, and auto property damage insurance of at least FIFTY THOUSAND DOLLARS (\$50,000) per occurrence, with respect to each of Consultant's owned, hired or non-owned vehicles assigned to or used in performance of the services. The policy shall contain a severability of interests provision. If the Consultant has no owned automobiles, the requirements of this paragraph shall be met by each employee of the Consultant providing services to the Town of Wiggins under this Agreement.
- 7.1.4 Professional Liability coverage with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000) each occurrence and ONE MILLION DOLLARS (\$1,000,000) aggregate.
- 7.2 The Consultant's general liability insurance, automobile liability and physical damage insurance shall be endorsed to include the Town, and its elected and appointed officers and employees, as additional insureds, unless the Town in its sole discretion waives such requirement. Every policy required above shall be primary insurance, and any insurance carried by the Town, its officers, or its employees, shall be excess and not contributory insurance to that provided by the Consultant. Such policies shall contain a severability of interests provision. The Consultant shall be solely responsible for any deductible losses under each of the policies required above.
- 7.3 Certificates of insurance shall be provided by the Consultant as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and

effect, and shall be subject to review and approval by the Town. No required coverage shall be cancelled, terminated or materially changed until at least 30 days' prior written notice has been given to the Town. The Town reserves the right to request and receive a certified copy of any policy and any endorsement thereto.

- 7.4 Failure on the part of the Consultant to procure or maintain policies providing the required coverages, conditions, and minimum limits shall constitute a material breach of contract upon which the Town may immediately terminate this Agreement, or at its discretion may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by the Town shall be repaid by Consultant to the Town upon demand, or the Town may offset the cost of the premiums against any monies due to Consultant from the Town.
- 7.5 The parties understand and agree that the Town is relying on, and does not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, § 24-10-101 et seq., C.R.S., as from time to time amended, or otherwise available to the Town, its officers, or its employees.

8.0 INDEMNIFICATION

To the fullest extent permitted by law, the Consultant agrees to indemnify and hold harmless the Town, and its elected and appointed officers and its employees, from and against all liability, claims, and demands, on account of any injury, loss, or damage, which arise out of or are connected with the services hereunder, if and to the extent such injury, loss, or damage is caused by the negligent act, omission, or other fault of the Consultant or any subcontractor of the Consultant, or any officer, employee, or agent of the Consultant or any subcontractor, or any other person for whom Consultant is responsible. The Consultant shall investigate, handle, respond to, and provide defense for and defend against any such liability, claims, and demands. The Consultant shall further bear all other costs and expenses incurred by the Town or Consultant and related to any such liability, claims and demands, including but not limited to court costs, expert witness fees and attorneys' fees if the court determines that these incurred costs and expenses are related to such negligent acts, errors, and omissions or other fault of the Consultant. Notwithstanding the foregoing, if the Services are for architectural, engineering, or surveying services; design; construction; alteration; repair; or maintenance of any building, structure, highway, bridge, viaduct, water, sewer, or gas distribution system, or other works dealing with construction, or any moving, demolition, or excavation connected with such construction, the Consultant's duty to defend, indemnify and hold harmless the Town, and its elected and appointed officials and employees as set forth in this section shall only arise upon determination, by adjudication, alternative dispute resolution, or mutual agreement between Consultant and the Town, of the Consultant's liability or fault. The Town shall be entitled to its costs and attorneys' fees incurred in any action to enforce the provisions of this Section 8.0. The Consultant's indemnification obligation shall not be construed to extend to any injury, loss, or damage which is caused by the act, omission, or other fault of the Town.

9.0 QUALITY OF WORK

Consultant's professional services shall be in accordance with the prevailing standard of practice normally exercised in the performance of services of a similar nature in the Denver metropolitan area.

10.0 INDEPENDENT CONTRACTOR

It is the expressed intent of the parties that the Consultant is an independent contractor and not the agent, employee or servant of the Town, and that:

- 10.1. Consultant shall satisfy all tax and other governmentally imposed responsibilities including but not limited to, payment of state, federal, and social security taxes, unemployment taxes, worker's compensation and self-employment taxes. No state, federal or local taxes of any kind shall be withheld or paid by the Town.
- 10.2. **Consultant is not entitled to worker's compensation benefits except as may be provided by the Consultant nor to unemployment insurance benefits unless unemployment compensation coverage is provided by the Consultant or some entity other than the Town.**
- 10.3. Consultant does not have the authority to act for the Town, or to bind the Town in any respect whatsoever, or to incur any debts or liabilities in the name of or on behalf of the Town.
- 10.4. Consultant has and retains control of and supervision over the performance of Consultant's obligations hereunder and control over any persons employed by Consultant for performing the Services hereunder.
- 10.5. The Town will not provide training or instruction to Consultant or any of its employees regarding the performance of the Services hereunder.
- 10.6. Neither the Consultant nor any of its officers or employees will receive benefits of any type from the Town.
- 10.7. Consultant represents that it is engaged in providing similar services to other clients and/or the general public and is not required to work exclusively for the Town.
- 10.8. All Services are to be performed solely at the risk of Consultant and Consultant shall take all precautions necessary for the proper and sole performance thereof.
- 10.9. Consultant will not combine its business operations in any way with the Town's

business operations and each party shall maintain their operations as separate and distinct.

11.0 ASSIGNMENT

Except as provided in section 22.0 hereof, Consultant shall not assign or delegate this Agreement or any portion thereof, or any monies due or to become due hereunder without the Town's prior written consent.

12.0 DEFAULT

Each and every term and condition hereof shall be deemed to be a material element of this Agreement. In the event either party should fail or refuse to perform according to the terms of this Agreement, such party may be declared in default.

13.0 TERMINATION

13.1 This Agreement may be terminated by either party for material breach or default of this Agreement by the other party not caused by any action or omission of the other party by giving the other party written notice at least thirty (30) days in advance of the termination date. Termination pursuant to this subsection shall not prevent either party from exercising any other legal remedies which may be available to it.

13.2 In addition to the foregoing, this Agreement may be terminated by the Town for its convenience and without cause of any nature by giving written notice at least fifteen (15) days in advance of the termination date. In the event of such termination, the Consultant will be paid for the reasonable value of the services rendered to the date of termination, not to exceed a pro-rated daily rate, for the services rendered to the date of termination, and upon such payment, all obligations of the Town to the Consultant under this Agreement will cease. Termination pursuant to this subsection shall not prevent either party from exercising any other legal remedies which may be available to it.

14.0 INSPECTION AND AUDIT

The Town and its duly authorized representatives shall have access to any books, documents, papers, and records of the Consultant that are related to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

15.0 DOCUMENTS

All computer input and output, analyses, plans, documents photographic images, tests, maps, surveys, electronic files and written material of any kind generated in the performance of this Agreement or developed for the Town in performance of the Services are and shall remain the sole and exclusive property of the Town. All such materials shall be promptly provided to the

Town upon request therefor and at the time of termination of this Agreement, without further charge or expense to the Town. Consultant shall not provide copies of any such material to any other party without the prior written consent of the Town.

16.0 ENFORCEMENT

16.1 In the event that suit is brought upon this Agreement to enforce its terms, the prevailing party shall be entitled to its reasonable attorneys' fees and related court costs.

16.2 This Agreement shall be deemed entered into in Morgan County, Colorado, and shall be governed by and interpreted under the laws of the State of Colorado. Any action arising out of, in connection with, or relating to this Agreement shall be filed in the District Court of Morgan County of the State of Colorado, and in no other court. Consultant hereby waives its right to challenge the personal jurisdiction of the District Court of Morgan County of the State of Colorado over it.

17.0 COMPLIANCE WITH LAWS

Consultant shall be solely responsible for compliance with all applicable federal, state, and local laws, including the ordinances, resolutions, rules, and regulations of the Town; for payment of all applicable taxes; and obtaining and keeping in force all applicable permits and approvals.

18.0 INTEGRATION AND AMENDMENT

This Agreement represents the entire Agreement between the parties and there are no oral or collateral agreements or understandings. This Agreement may be amended only by an instrument in writing signed by the parties.

19.0 NOTICES

All notices required or permitted under this Agreement shall be in writing and shall be given by hand delivery, by United States first class mail, postage prepaid, registered or certified, return receipt requested, by national overnight carrier, or by facsimile or email transmission, addressed to the party for whom it is intended at the following address:

If to the Town:
Town of Wiggins
Attn: Town Manager
304 Central Ave
Wiggins, CO 80654
Phone: (970) 483-6161
Fax: (970) 483-7364
Email: craig.miller@wigginsco.com

If to the Consultant:

RICK Engineering
Attn: Brit Palmberg, AICP
5690 Webster Street
Arvada, CO 80002
Phone: 303-423-6036
Email:

Any such notice or other communication shall be effective when received as indicated on the delivery receipt, if by hand delivery or overnight carrier; on the United States mail return receipt, if by United States mail; or on facsimile transmission receipt. Notices by email transmission shall be effective on transmission, so long as no message of error or non-receipt is received by the party giving notice. Either party may by similar notice given, change the address to which future notices or other communications shall be sent.

20.0 EQUAL OPPORTUNITY EMPLOYER

- 20.1 Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability or national origin. Consultant will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, age, sex, disability, or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by an agency of the federal government, setting forth the provisions of the Equal Opportunity Laws.
- 20.2 Consultant shall be in compliance with the applicable provisions of the American with Disabilities Act of 1990 as enacted and from time to time amended and any other applicable federal, state, or local laws and regulations. A signed, written certificate stating compliance with the Americans with Disabilities Act may be requested at any time during the life of this Agreement or any renewal thereof.

21.0 NO THIRD PARTY BENEFICIARIES

It is expressly understood and agreed that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to Town and Consultant, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other third party on such Agreement. It is the express intention of the parties that any person other than Town or Consultant

receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.

22.0 SUBCONTRACTORS

Consultant may utilize subcontractors identified in its qualifications submittal to assist with non-specialized works as necessary to complete projects. Consultant will submit any proposed subcontractor and the description of its services to the Town for approval. The Town will not work directly with subcontractors.

23.0 AUTHORITY TO BIND

Each of the persons signing below on behalf of any party hereby represents and warrants that such person is signing with full and complete authority to bind the party on whose behalf of whom such person is signing, to each and every term of this Agreement.

In witness whereof, the parties have executed this Agreement to be effective on the date first above written.

TOWN OF WIGGINS,
a Colorado Municipal Corporation

By: _____
Chris Franzen, Mayor

Attest: _____
Nichole Seiber, Town Clerk

CONSULTANT:
RICK ENGINEERING COMPANY – COLORADO

By: _____
Title: _____

Exhibit A – Scope of Services and Consultant Service Pricing

The following summarizes some high level assumptions and an associated budget estimate regarding the work that will be involved in updating the Land Development Code for the Town of Wiggins. The overall goals are to modernize the code to reflect current best practices in planning, ensure that the code will be in compliance with current state statutes, and to reflect the outcomes of the recently adopted Wiggins Comprehensive Plan.

This document does not constitute a formal proposal from RICK, but instead reflects a general budget estimate, for the budget planning purposes of the Town of Wiggins.

Overall Components of the Land Development Code (LDC) Update

Part 1: Diagnostic Review and Outline of Proposed Structure / Changes to the LDC

- Review of the existing code and discussions with Town staff and elected leaders concerning issues experienced with the code over the last few years
- Outline of proposed structure for the new LDC
- Outline of proposed zoning districts, and associated dimensional and development standards
- Outline of overall direction for changes for other parts of the code
- Briefing with Town staff and the Town Board reviewing the outline of proposed changes to the LDC

Part 2: Initial Drafting of Land Use Code

- Drafting of the full text and associated graphics needed, for the various sections of the new LDC
- Review of drafts by Town staff, including the Town Attorney
- Briefing with Town staff and the Town Board to review a summary of the initial draft of the LDC

Part 3: Finalizing the LDC

- Second draft and finalization of all sections of the LDC
- Review of the final version of the LDC by Town staff and the Town Attorney
- Final briefing with Town staff and the Town Board to review final changes

Budget Estimates (Labor):

Part 1	\$7,000
Part 2	\$21,000
Part 3	\$11,000

Total Estimate (Labor): \$39,000

Reimbursable expenses (primarily mileage to/from Wiggins for briefings with the Town Board, and some minor printing expenses) would be in addition to the labor expenses. We are assuming that reimbursable expenses would be in the range of \$800.

Note: The budget estimate also assumes that the Town attorney (separate from the consultant budget) would be able to review the code from a legal standpoint, just to make sure it is in alignment with statutes, etc.

The total of the labor and expenses in this estimate equal \$39,800. Thus, an overall budget estimate of \$40,000 would be appropriate.

**WIGGINS, COLORADO
RESOLUTION NO. 25-2025**

**A RESOLUTION APPROVING AN AGREEMENT WITH RICK ENGINEERING COMPANY FOR
CONSULTING SERVICES**

WHEREAS, the Town desires to contract with Rick Engineering Company for the purpose of updating the Town’s Land Development Code; and

WHEREAS, the Board of Trustees has determined that the proposed agreement is in the best interests of the Town and its citizens.

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

Section 1. The proposed Agreement by and between the Town of Wiggins and Rick Engineering Company for Consulting Services (the “Agreement”) is hereby approved in essentially the same form as the copy of such Agreement accompanying this Resolution.

Section 2. The Mayor and Town Clerk are authorized to execute the Agreement in substantially the same form as the copy attached hereto; further, the Mayor is hereby granted the authority to negotiate and approve such revisions to the Agreement as he determines are necessary or desirable for the protection of the Town, so long as the material terms and conditions of the Agreement are not altered.

INTRODUCED, ADOPTED AND RESOLVED THIS 24TH DAY OF SEPTEMBER, 2025.

TOWN OF WIGGINS, COLORADO

Christopher Franzen, Mayor

ATTEST:

Nichole Seiber, Town Clerk

**TAP PURCHASE AGREEMENT
109 CENTRAL AVENUE**

THIS AGREEMENT is made and entered into this _____ day of _____, 2025, by and between the **TOWN OF WIGGINS**, a Colorado municipal corporation whose address is 304 Central Avenue, Wiggins, Colorado 80654 (the “**Town**”) and **RICHARD AND ROBIN SEWING** whose address is 10756 County Road 20, Fort Lupton, Colorado 80621 (the “**Owner**”).

WHEREAS, Owner owns the property located at 109 E Central Avenue in Wiggins and legally described as Lot 1 of the Wiggins-Walton Minor Subdivision – Corrected Plat and Lots 1 and 3 of the Thomas Minor Subdivision (the “**Property**”); and

WHEREAS, there are currently five (5) metal buildings and six (6) metal grain bins located on the Property; and

WHEREAS, Section 50.15 of the Wiggins Municipal Code generally requires that each structurally independent building have separate meters and taps to the Town’s water and sewer meters, regardless of ownership; and

WHEREAS, the Owner has requested that it be allowed to purchase one inch (1”) water and sewer taps to serve three (3) of the metal buildings located on the Property; and

WHEREAS, the Town has determined that the three (3) budlings are projected to have a low water demand and, thus, may be served by one water and one sewer tap, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the recitals, terms and conditions herein contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Water and Sewer Taps Approved. The Town approves the purchase by Owner of a one inch (1”) water tap and a one inch (1”) sewer tap (the “**Taps**”) to serve the three metal buildings on the Property that are identified as Metal Buildings #1, #3, and #4 (the “**Served Buildings**”) on **Exhibit A**, attached hereto and incorporated herein by reference. The fees for the Taps shall be at the rate in effect at the time application is made for the tap permit.

2. Water and Sewer Facilities. Owner shall purchase and install, at its expense, separate water meters for each of the three (3) Served Buildings. All lines, valves, meters and other facilities required for water and sewer service to the Served Buildings shall be installed at the Property Owner’s sole expense and in accordance with the ordinances, rules, regulations, specifications and policies of the Town in effect at the time of installation.

3. Limitations on Taps. The Taps approved under this Agreement shall be appurtenant to and non-transferable from the Property and shall be used solely for the Served Buildings. If

Owner desires to connect any other structure on the Property to the Town's water and sewer mains, including but not limited to Buildings #2 and #5 and the metal grain bins, Owner shall purchase and install separate taps for such structures.

4. Limitation on Annual Water Usage. The Owner acknowledges and agrees that the annual water demand contemplated for a 1" tap is _____ gallons. If the total water demand for the Served Properties exceeds _____ gallons, the Owner shall be required to pay additional tap fees based on the actual water used by the Served Buildings.

5. Water Pressure. Owner acknowledges and agrees that a 1" water tap may not achieve the water pressure intended for the Property in view of Owner's current and future water usage. If at any time, Owner desires to increase water pressure to the Property, Owner shall pay the full cost to physically upsize the tap, including the service line and appurtenances, and shall pay for the difference in cost between the 1" tap and larger tap.

6. Binding Effect. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns.

7. Assignment. This Agreement may not be assigned by Owner without the written consent of the Town, which consent shall not be unreasonably withheld or unduly delayed.

8. No Third-Party Rights. This Agreement is made solely for the benefit of the parties hereto, and is not intended to nor shall it be deemed to confer rights to any persons or entities not named as parties hereto.

9. Governing Law. The laws of the State of Colorado shall govern the validity, performance, and enforcement of this Agreement. Should either party institute legal suit or action for enforcement of any obligation contained herein, it is agreed that the venue of such suit or action shall be in Morgan County, Colorado.

10. Headings. The paragraph headings in this Agreement shall not be used in the construction or interpretation hereof as they have no substantive effect and are for convenience only.

11. Modification. This Agreement contains all of the terms agreed upon by the parties. Any amendments or modifications to this Agreement shall be reduced to writing and executed by the parties in order to be valid and binding.

12. Severability. If any clause or provision herein contained shall be adjudged to be invalid or unenforceable by a court of competent jurisdiction or by operation of any applicable law, such invalid or unenforceable clause or provision shall not affect the validity of this Agreement as a whole and all other clauses or provisions shall be given full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed effective the day, month and year first written above.

TOWN OF WIGGINS, COLORADO

By: _____
Chris Franzen, Mayor

ATTEST:

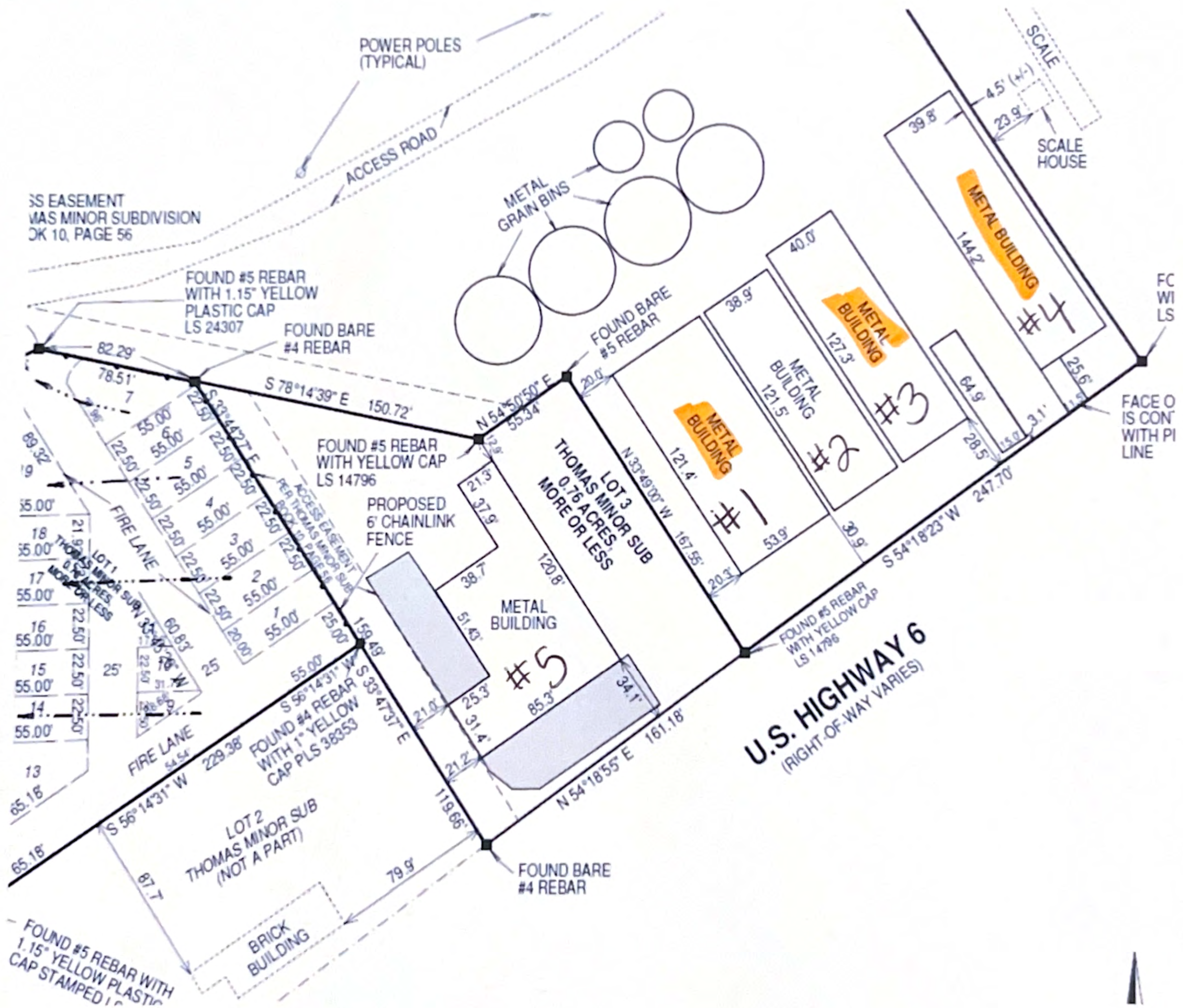
Nichole Seiber, Town Clerk

OWNERS:

RICHARD SEWING

ROBIN SEWING

EXHIBIT A to
TAP PURCHASE AGREEMENT
109 CENTRAL AVENUE



Metal Buildings #1, 3, and 4 are the "Served Buildings" as defined in the Agreement.

**WIGGINS, COLORADO
RESOLUTION NO. 26-2025**

A RESOLUTION APPROVING A TAP PURCHASE AGREEMENT FOR 109 CENTRAL AVENUE

WHEREAS, a Tap Purchase Agreement for 109 Central Avenue has been proposed between the Town and Richard and Robin Sewing; and

WHEREAS, the Board of Trustees desires to approve the agreement.

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

Section 1. The Tap Purchase Agreement for 109 Central Avenue has been proposed between the Town and Richard and Robin Sewing (the "Agreement") is hereby approved in essentially the same form as the copy of such Agreement accompanying this Resolution.

Section 2. The Mayor is authorized to execute the Agreement in substantially the same form as the copy attached hereto; further, the Mayor s hereby granted the authority to negotiate and approve such revisions to the Agreement as determined necessary or desirable for the protection of the Town, so long as the material terms and conditions of the Agreement are not altered.

INTRODUCED, ADOPTED AND RESOLVED THIS 24TH DAY OF SEPTEMBER, 2025.

TOWN OF WIGGINS, COLORADO

Chris Franzen, Mayor

ATTEST:

Nichole Seiber, Town Clerk

**WIGGINS, COLORADO
ORDINANCE NO. 06-2025**

**AN ORDINANCE OF THE TOWN OF WIGGINS PROHIBITING DOGS ON CERTAIN PUBLIC
PROPERTY**

WHEREAS, Town ordinance requires dog owners to promptly pick up their dog's waste;
and

WHEREAS, despite enforcement efforts by the Wiggins Police Department, dog waste
continues to be found on Town-owned property, specifically at the Delbert Teets Ballfields; and

WHEREAS, the Board of Trustees finds it is in the best interest for the health and safety
of its residents to prohibit dogs on Town-owned properties that have been posted with signs
prohibiting dogs.

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

Section 1. Chapter 90 of the Wiggins Municipal Code is hereby amended by the
addition of a new Section 90.32 to read as follows:

§ 90.32 Dogs prohibited on certain public property.

Dogs, whether leashed or unleashed, are prohibited on or in any Town-
owned park, ballfield, or other public property that has been posted with signs
prohibiting dogs on such property.

Section 2. If any section, paragraph, sentence, clause, or phrase of this ordinance is
held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or
constitutionality of the remaining portions of this ordinance. The Board of Trustees hereby
declares that it would have passed this ordinance and each part or parts hereof irrespective of
the fact that any one part or parts be declared unconstitutional or invalid.

Section 3. 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
24th day of SEPTEMBER, 2025.

TOWN OF WIGGINS, COLORADO

Chris Franzen, Mayor

ATTEST:

Nichole Seiber, Town Clerk