



**TOWN OF WIGGINS
BOARD MEETING AGENDA**

October 22, 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 September 24, 2025

III. REPORTS

1. Town Staff Report
2. Board of Trustees
3. Approval of Bills October 2025
4. Financials-Budget to Actual
5. Jose Gonzalez - Safebuilt

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. PUBLIC HEARING

Rezoning & Plan Approval

1. Consideration of an Ordinance Approving a Rezoning from Residential (R-2) to Planned Development and Approving Final PD Plan for the Cottages at Aspen Grove
2. Ordinance No. 07-2025

VI. TAP FEE REQUEST FOR NORTH RIDGE SUBDIVISION

For Discussion, Direction, or Action

VII. CONSIDERATION OF RESOLUTION NO. 27-2025

A Resolution Ratifying and Adopting the Town of Wiggins Service Fees

1. Resolution No. 27-2025

VIII. ADJOURNMENT

1. Closing Remarks by Mayor and Adjournment of Meeting



MINUTES OF MEETING

TOWN OF WIGGINS BOARD OF TRUSTEES

September 24, 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, September 24, 2025. Mayor Pro-Tem Steven Perrott called the meeting to order at 7:04 P.M. The following answered roll call: Mayor Pro-Tem Steven Perrott, and Trustees: Michael Seiber, Steven Klecka, Robert McKeighan, Berry Tomlinson, Bruce Miller. Mayor Chris Franzen was absent. Staff present were Craig Miller, Town Manager; Nichole Seiber, Town Clerk/Treasurer; Jim Parks, Chief of Police; Melinda Culley, Town Attorney; Diana Evans, Planning/Zoning; Beau Warden, Public Works.

APPROVAL OF THE AGENDA

- Town Manager Miller suggested tabling the Executive Session until the Mayor returns. Motion made by Trustee Miller to table the Executive Session until the Mayor returns and accept remaining agenda, seconded by Trustee McKeighan. Roll Call: Unanimously Approved.

APPROVAL OF THE CONSENT AGENDA

- Motion made by Trustee Miller, seconded by Trustee Klecka to approve the minutes from Special Meeting September 10, 2025, and minutes from the August 27, 2025 Board Meeting. Roll Call: Unanimously Approved.

TOWN STAFF REPORTS

- Town Manager:
 - SE Weld Chamber of Commerce, MCED meetings attended. Common theme of grants/funding paused for 2025.
 - Grant writer from OJT is available to help staff with grants.
 - Compliance with CDPHE requirements for RO discharge continue.
 - Will meet with Lorraine for budget prep.
 - Prep for discussion at next work session regarding paving at Main Street/Rd P.
- Public Works:
 - Coatings, Inc. will begin patching 09-25-25.
 - Retention pond delayed due to rain.
 - Third/Main/Chapman project starts mid-October.
 - Mayor Pro-Tem Perrott questioned what the dirt piles are by playground at Kiowa Park. Beau explained they will spread dirt and plant seed to expand grass area around playground.

- Town Manager Miller and Trustee Miller thanked Public Works for removing excess dirt from roadways, mowing weeds, and working on rain drainage.
- BOT: Potholes status: Work starts 09-25-25 on 240 holes. Trustee Miller questioned status on Augmentation. Town Manager Miller stated it is approved through Water Court.

APPROVAL OF BILLS, SEPTEMBER 2025

- Motion made by Trustee Miller seconded by Trustee McKeighan to approve the bills for September 2025. Roll Call: Unanimously Approved.

APPROVAL OF FINANCIALS, ACTUAL TO BUDGET

- Motion made by Trustee Miller, seconded by Trustee Klecka to approve the Financials Actual to Budget.

PUBLIC COMMENTS

- Helen Anderson: Spoke of concerns regarding the Halloween Pumpkin smashing every year. Last year it was an extended celebration into the early morning of next day. Would like to see some restrictions placed for safety and peace for the Main St. neighbors.

CONSIDERATION OF RESOLUTION NO. 25-2025

- A Resolution Approving Agreement with Rick Engineering Company for Consulting Services.
- Motion made by Trustee Klecka seconded by Trustee Miller to approve Resolution 25-2025. Roll Call: Unanimously Approved.

CONSIDERATION OF RESOLUTION NO. 26-2025

- A Resolution Approving a Tap Purchase Agreement for 109 Central Avenue.
- Motion made by Trustee Miller, seconded by Trustee McKeighan to approve Resolution 26-2025. Roll Call: Unanimously Approved.

CONSIDERATION OF ORDINANCE NO. 6-2025

- An Ordinance of the Town of Wiggins Prohibiting Dogs on Certain Public Property.
- One suggested amendment to exclude service dogs from prohibition.
- Motion made by Trustee Miller, seconded by Trustee McKeighan to approve Ordinance 6-2025 with service dog amendment. Roll Call: Unanimously Approved.

EXECUTIVE SESSION

- Executive Session tabled until Mayor available.

ADJOURNMENT

- Closing Remarks by Mayor Pro-Tem Perrott. Police Chief Parks requested Police K9's also be exempt from Ordinance 6-2025. Adjournment of Meeting at 7:37 P.M.



TOWN STAFF'S REPORT

**Board of Trustees Meeting
October 22, 2025**

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

INCIDENT ANALYSIS - DAY

Date 10/09/2025

Time 4:44:21PM

Report CFS03

Agency Wiggins Police Dept.

Dates 09/01/2025 Thru 09/30/2025

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Agency: WPD Wiggins Police Dept.								
00400 Assault	0	0	0	0	0	1	1	2
01100 Fraud	0	0	1	0	0	0	0	1
02660 Harass/threat	0	1	0	0	0	2	1	4
02678 Watering Violation	0	0	0	0	0	0	1	1
02700 Susp Pers/veh/inc	0	0	1	1	1	0	2	5
03000 Community Policing	0	0	0	0	1	4	1	6
03010 Assist Other Agency	2	4	2	1	1	3	1	14
03020 Bar Check	0	0	0	0	0	0	1	1
03030 Building Check	1	0	0	0	0	0	0	1
03050 Escort	1	1	0	1	4	4	1	12
03070 Keep The Peace	2	0	1	0	0	0	1	4
03080 Medical Assist	0	0	0	1	0	0	0	1
03090 Open Door/window	0	0	0	0	0	0	1	1
03100 Welfare Check	0	0	0	0	1	0	1	2
03120 Extra Patrol	7	5	5	2	9	10	5	43
03590 Traffic Ctrl	0	0	0	0	4	5	0	9
03600 Driving Complaint	0	0	0	0	0	0	1	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	0	0	0	0	1
03690 Neighborhood Dispute	0	0	0	1	0	0	0	1
03730 Lost/found	1	0	0	0	0	0	0	1
03750 Meet Party	1	1	1	1	2	0	0	6
03760 Information	2	3	1	0	1	1	2	10
03770 Return Phone Call	0	0	2	1	2	4	0	9
07410 Disturbance	2	1	0	0	0	2	0	5
07510 Abandoned Vehicle	0	0	0	0	0	0	1	1
07520 Motorist Assist	0	0	0	0	0	0	2	2
07530 Traffic Contact	0	0	1	1	3	3	2	10
07531 Pedestrian Contact	0	0	0	0	1	0	0	1
07580 Vehicle Inspection	0	1	0	0	0	1	0	2
07700 Juv Problem	1	0	0	1	0	0	0	2
08100 Water	0	0	0	0	0	0	1	1
09000 Fire Investigation LE	0	0	1	0	0	0	1	2
09001 911-Welfare Check	0	4	1	2	3	2	1	13
09006 Registered Sex Offender	0	1	0	0	0	0	0	1
09007 Animal Welfare Check	0	0	0	1	0	0	0	1
09900 Follow Up/Investigation	7	5	9	2	2	3	3	31
09902 Civil Issues	0	0	2	0	1	0	0	3
35HR Traffic Accident-H & R	1	0	0	1	0	0	0	2
SEO Select Enforce Off Init	1	1	17	6	4	2	0	31
Wiggins Police Dept. Agency Total	29	29	45	23	41	48	31	246
Total	29	29	45	23	41	48	31	246

TOWN OF WIGGINS - BILLS PAID

OCTOBER 2025

Vendor Name	Description	Amount Paid
ASHLEY SIDELL	Meeting Reimbursement	\$22.64
BLAKE ELECTRIC LLC	Sewer Plant	\$700.00
BLOEDORN LUMBER	Dust Field Marker	\$280.14
BLUE LIGHTNING	Phones	\$529.28
BMO HARRIS	Sinking Fund/Interest Pymts	\$123,552.84
BUCKEYE WELDING SUPPLY CO INC	Welding Supplies	\$741.29
CASELLE, INC	Software Support	\$1,664.00
CIRSA	WC/PC Insurance	\$25,885.63
CIRSA	Claim PC60268011	\$7,154.00
CITY OF FORT MORGAN UTILITIES	Glassey Pump 89	\$8.17
COLORADO ANALYTICAL LABORATORY	Water Testing	\$1,433.20
COUNTRY HARDWARE	Sewer Plant/Park/Booster Shed	\$1,259.80
DAHL OF FORT MORGAN	8X10 PVC Pipe	\$4,313.03
GARRETSON'S SPORT CENTER	Basketballs, Bags	\$429.90
GERTGE TECHNOLOGY, LLC	Phone/IT Services	\$1,314.16
GREAT COPIER SERVICE	Copier Lease	\$77.22
HAYES POZNANOVIC KORVER, LLC	Attorney's fees	\$11.00
IMPRESSIONS BY BIRD, LLC	PD Forms	\$150.00
JARVIS	Sports Software Subscription	\$175.00
JONES IRRIGATION SERVICE	Road Base/Grading	\$12,510.00
KAMMERER, WILLIAM M.	Water Shares Lease	\$7,020.84
KELLY, PC	Legal Fees	\$7,087.50
LAW OFFICE OF AMY C. PENFOLD LLC	Prosecuting Atty Fees	\$770.00
LILY WALKER	Volleyball Tournament	\$60.00
LRE WATER	Engineering Services	\$5,551.25
MID-AMERICAN RESEARCH CHEMICAL	Chemicals	\$1,641.79
MILLER & ASSOCIATES	Engineering services	\$1,720.00
MILLER, CRAIG	Mileage Reimbursement	\$283.50
MILLER'S LANDSCAPING	Rock at Teets Park	\$6,313.59
MORGAN COUNTY REA	Street Lights	\$10,544.43
OUT WEST SENIOR CENTER	Donation-Sr. Ctr	\$2,000.00
PEYTON LONGAN	Volleyball Tournament	\$60.00
PITNEY BOWES-PURCHASE POWER (Postage)	Postage	\$603.75
PRAIRIE MOUNTAIN MEDIA	Notice Publishing	\$17.64
PROFESSIONAL MANAGEMENT SOLUTIONS	Accounting Services	\$2,880.00
REFUNDS FOR PAVILION RENTAL	Refund Pavilion Rental	\$200.00
RH WATER & WASTEWATER, INC.	Water Contract Operator	\$800.00
RIVAL SERVICES, LLC	Portable Toilets	\$300.00
RUDY'S G.T.O.	Dump Truck, Backhoe	\$668.00
SAFEBUILT LOCHBOX #88135, LLC	Residential Permits	\$146.73
SEIBER, NICHOLE	CMCA Conference Per Diem	\$238.00
SINGLEPOINT LLC	Copier Lease	\$203.19
STATE OF CO DEPT OF HEALTH AND ENVIRON	Annual Billing WWTF Permit	\$1,427.00

TOWN OF WIGGINS - BILLS PAID

OCTOBER 2025

STUB'S LLC	PD/PW Fuel	\$206.42
TREATMENT TECHNOLOGY	Water/Sewer Treatment Plant	\$3,578.00
UMB	Training/Newsletter Postage	\$982.66
VIAERO WIRELESS	Cell Phone/Laptops	\$518.37
WELDON VALLEY DITCH COMPANY	Assessments	\$209.50
WIGGINS ELECTRIC INC.	RO diagnosis	\$176.00
WIGGINS FARM AND AUTO SUPPLY	Kubota Mower	\$345.71
WIGGINS SUPER'S 1846	Skunk Bait, Pavillion	\$36.66
WOLF WASTE, LLC	Trash Service	\$378.00
XCEL ENERGY	Utilities	\$161.08
XPRESSMYSELF.COM LLC	No Dogs Allowed Signs	\$529.50

Approved By: 

Date: 10/17/2025

Total: \$239,870.41

TOWN OF WIGGINS
COMBINED CASH INVESTMENT
OCTOBER 31, 2025

COMBINED CASH ACCOUNTS

01-10210	HIGH PLAINS-MAIN CHECKING	3,278.10
01-10211	XPRESS DEPOSIT ACCOUNT	236,254.73
01-10220	HIGH PLAINS-SWEEP ACCOUNT	3,704,443.26
01-10750	UTILITY CASH CLEARING ACCOUNT	(270,387.88)
TOTAL COMBINED CASH		3,673,588.21
01-10100	CASH ALLOCATED TO OTHER FUNDS	(3,992,177.25)
TOTAL UNALLOCATED CASH		(318,589.04)

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,749,247.75
20	ALLOCATION TO WATER ENTERPRISE	441,793.24
30	ALLOCATION TO SEWER ENTERPRISE	1,396,120.86
40	ALLOCATION TO SALES TAX CAPITAL IMPROVEMENT	(33,387.16)
45	ALLOCATION TO SALES TAX STREETS	428,366.34
50	ALLOCATION TO CONSERVATION TRUST	10,036.22
TOTAL ALLOCATIONS TO OTHER FUNDS		3,992,177.25
ALLOCATION FROM COMBINED CASH FUND - 01-10100		(3,992,177.25)
ZERO PROOF IF ALLOCATIONS BALANCE		.00

TOWN OF WIGGINS
BALANCE SHEET
OCTOBER 31, 2025

GENERAL FUND

ASSETS

10-10100	CASH IN COMBINED CASH FUND	1,749,247.75	
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	18,999.40	
10-10250	COLOTRUST FUND	124.51	
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		2,823,637.04

LIABILITIES AND EQUITY

LIABILITIES

10-20200	ACCOUNTS PAYABLE	(1,675.53)	
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	4,752.72	
10-22740	POLICE PENSION PAYABLE	(1,631.40)	
10-22760	DEFERRED COMP CONTRIB PAYABLE	1,064.29	
10-22770	UNEMPLOYMENT PAYABLE	519.99	
10-22820	HEALTH INSURANCE PAYABLE	(74,628.05)	
10-22825	AFLAC PAYABLE	2,027.72	
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		2,584,135.04

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	128,958.00		
BALANCE - CURRENT DATE		128,958.00	
TOTAL FUND EQUITY			128,958.00
TOTAL LIABILITIES AND EQUITY			2,713,093.04

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
10-30004 GENERAL MISCELLANEOUS	6,404.93	8,000.71	50.00	(7,950.71)	16001.
10-31100 CURRENT PROPERTY TAX	.00	682,786.18	710,000.00	27,213.82	96.2
10-31200 SPECIFIC OWNERSHIP	.00	39,241.98	50,000.00	10,758.02	78.5
10-31300 1% TOWN SALES TAX	.00	246,532.83	309,750.00	63,217.17	79.6
10-31301 USE TAX	.00	11,010.70	105,000.00	93,989.30	10.5
10-31420 CIGARETTE TAX	172.35	1,550.21	1,800.00	249.79	86.1
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	.00	11,861.67	12,000.00	138.33	98.9
10-31823 FRANCHISE FEE--BLUE LIGHTNING	.00	2,264.50	2,700.00	435.50	83.9
10-31900 PENALTIES & INTEREST	.00	332.33	1,200.00	867.67	27.7
10-32110 LIQUOR LICENSE (15%)	.00	120.00	175.00	55.00	68.6
10-32210 BUILDING PERMITS	865.13	15,177.45	70,000.00	54,822.55	21.7
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	.00	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	6,334.65	.00	(6,334.65)	.0
10-33800 ROAD & BRIDGE	.00	77,935.56	.00	(77,935.56)	.0
10-34210 SPECIAL POLICE SERVICES	.00	225.00	300.00	75.00	75.0
10-34215 VIN INSPECTIONS	75.00	605.00	750.00	145.00	80.7
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	246.00	596.00	700.00	104.00	85.1
10-34282 PARKS & REC FEES	.00	18,060.00	4,000.00	(14,060.00)	451.5
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
10-34285 BASKETBALL REG FEES	120.00	120.00	.00	(120.00)	.0
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	4,692.00	30,000.00	25,308.00	15.6
10-36000 OTHER MISCELLANEOUS REVENUE	.00	7,067.23	4,000.00	(3,067.23)	176.7
10-36005 CASH OVER/SHORT	.00	34.10	.00	(34.10)	.0
10-36010 DOG LICENSES/CLINIC	5.00	390.00	350.00	(40.00)	111.4
10-36011 BUSINESS LICENSES	.00	285.00	850.00	565.00	33.5
10-36012 CONTRACTOR LICENSES	50.00	1,200.00	1,300.00	100.00	92.3
10-36013 GOLF CART LICENSES	.00	125.00	500.00	375.00	25.0
10-36040 INSURANCE PROCEEDS	65,563.66	66,607.83	.00	(66,607.83)	.0
10-36050 CAPITAL CREDITS RECEIVED	.00	2,318.79	5,000.00	2,681.21	46.4
10-36100 INTEREST ON SAVINGS	.00	91,350.15	139,500.00	48,149.85	65.5
10-36310 BUILDING & FARM RENT	250.00	8,560.93	6,600.00	(1,960.93)	129.7
10-36500 CONTRIBUTIONS/DONATIONS	.00	350.00	.00	(350.00)	.0
10-36501 SPONSORSHIPS	.00	7,832.00	.00	(7,832.00)	.0
10-36505 TEETS PARK PAVILION FEES & DEP	75.00	500.00	.00	(500.00)	.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	 73,827.07	 1,369,547.00	 1,601,525.00	 231,978.00	 85.5

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 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	.00	27,044.86	32,000.00	4,955.14	84.5
10-410-34 CODIFICATION	.00	1,837.16	1,000.00	(837.16)	183.7
10-410-35 COPIER LEASE	.00	2,643.09	2,000.00	(643.09)	132.2
10-410-40 EMPLOYEE TRAINING	.00	3,504.30	5,000.00	1,495.70	70.1
10-410-41 TELEPHONE & INTERNET	35.75	1,502.00	500.00	(1,002.00)	300.4
10-410-42 UTILITIES--ELECTRIC	85.98	932.11	1,000.00	67.89	93.2
10-410-43 OFFICE BLDG REPAIRS & MAINT	.00	9,737.15	5,000.00	(4,737.15)	194.7
10-410-44 POSTAGE METER LEASE	.00	71.93	1,600.00	1,528.07	4.5
10-410-45 UTILITIES-GAS	.00	2,422.69	2,500.00	77.31	96.9
10-410-46 CELL PHONE	233.27	1,466.58	1,400.00	(66.58)	104.8
10-410-48 TRASH	.00	625.00	300.00	(325.00)	208.3
10-410-52 INSURANCE & BONDS	1,497.28	29,521.22	48,000.00	18,478.78	61.5
10-410-55 POSTAGE & SHIPPING	.00	1,273.69	800.00	(473.69)	159.2
10-410-58 TRAVEL & MEETINGS	260.64	9,114.16	6,000.00	(3,114.16)	151.9
10-410-61 OFFICE SUPPLIES	.00	5,043.86	6,000.00	956.14	84.1
10-410-68 COPIER EXPENSE	.00	.00	1,500.00	1,500.00	.0
10-410-70 IT SUPPORT	1,188.13	11,442.35	20,000.00	8,557.65	57.2
10-410-71 COMPUTER SOFTWARE	.00	1,390.25	3,000.00	1,609.75	46.3
10-410-87 CAPITAL EQUIPMENT	.00	88.48	2,000.00	1,911.52	4.4
10-410-90 DUES & SUBSCRIPTIONS	.00	6,959.15	2,000.00	(4,959.15)	348.0
10-410-91 NEWSLETTERS & PUBLICATIONS	.00	92.49	500.00	407.51	18.5
TOTAL GENERAL GOVERNMENTAL	3,301.05	119,992.52	149,131.00	29,138.48	80.5
<u>ADMINISTRATION DEPARTMENT</u>					
10-411-15 ADMINISTRATION DEPT EMPLOYEES	4,300.81	91,629.95	112,787.00	21,157.05	81.2
10-411-20 EMPLOYEE BENEFITS	1,343.66	15,443.33	10,000.00	(5,443.33)	154.4
10-411-22 FICA & MEDICARE	335.27	7,139.26	8,628.00	1,488.74	82.8
10-411-23 457 RETIREMENT	87.49	1,867.27	5,365.00	3,497.73	34.8
10-411-25 UNEMPLOYMENT INS	.00	69.33	117.00	47.67	59.3
10-411-26 WORKERS' COMPENSATION	174.14	3,254.68	5,639.00	2,384.32	57.7
10-411-27 EMPLOYEE APPRECIATION	.00	809.15	1,500.00	690.85	53.9
10-411-28 TA VEHICLE STIPEND	.00	1,737.76	1,000.00	(737.76)	173.8
TOTAL ADMINISTRATION DEPARTMENT	6,241.37	121,950.73	145,036.00	23,085.27	84.1

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>JUDICIAL DEPARTMENT</u>					
10-412-00 CONTRACT-JUDGE	600.00	2,100.00	3,600.00	1,500.00	58.3
10-412-01 CONTRACT-TOWN PROSECUTOR	.00	3,255.00	5,000.00	1,745.00	65.1
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	.00	138.60	.00	(138.60)	.0
TOTAL JUDICIAL DEPARTMENT	600.00	6,661.87	9,950.00	3,288.13	67.0
<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	11,242.31	5,760.00	(5,482.31)	195.2
10-413-12 BOARD OF TRUSTEES APPRECIATION	.00	.00	500.00	500.00	.0
10-413-22 FICA & MEDICARE	99.48	1,013.37	808.00	(205.37)	125.4
10-413-25 UNEMPLOYMENT	.00	1.66	.00	(1.66)	.0
10-413-26 WORKERS' COMPENSATION	15.83	1,302.28	528.00	(774.28)	246.6
10-413-40 BOARD OF TRUSTEES TRAINING	.00	.00	1,500.00	1,500.00	.0
10-413-51 E & O INSURANCE	2,401.56	2,401.56	1,600.00	(801.56)	150.1
10-413-58 BOARD TRAVEL & MEETINGS	.00	.00	3,000.00	3,000.00	.0
10-413-70 IT SUPPORT	11.95	80.30	200.00	119.70	40.2
10-413-71 COMPUTER SOFTWARE	.00	646.80	500.00	(146.80)	129.4
10-413-90 DUES & SUBSCRIPTIONS	.00	.00	850.00	850.00	.0
TOTAL MAYOR & LEGISLATIVE BOARDS	3,828.82	18,688.28	20,046.00	1,357.72	93.2
<u>TREASURER'S OFFICE</u>					
10-415-15 COLLECTIONS (TREASURERS FEE)	.00	13,662.38	14,200.00	537.62	96.2
10-415-30 TOWN LEGAL	5,782.50	41,242.50	50,000.00	8,757.50	82.5
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	5,782.50	55,112.51	64,200.00	9,087.49	85.9
<u>ECONOMIC DEVELOPMENT</u>					
10-416-50 ECONOMIC DEVELOPMENT	.00	1,285.28	75,000.00	73,714.72	1.7
10-416-51 MEMBERSHP FEE/DUES	.00	.00	2,800.00	2,800.00	.0
TOTAL ECONOMIC DEVELOPMENT	.00	1,285.28	77,800.00	76,514.72	1.7

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
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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	553.66	400.00	(153.66)	138.4
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	23.90	160.61	1,000.00	839.39	16.1
10-417-71 COMPUTER SOFTWARE	.00	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	23.90	3,666.49	8,100.00	4,433.51	45.3
<u>PLANNING & ZONING</u>					
10-418-30 LEGAL/ENGINEERING SUPPORT	1,305.00	18,141.25	40,000.00	21,858.75	45.4
10-418-35 COPIER LEASE	.00	553.60	500.00	(53.60)	110.7
10-418-40 STAFF TRAINING	.00	.00	2,000.00	2,000.00	.0
10-418-41 TELEPHONE & INTERNET	11.92	361.80	150.00	(211.80)	241.2
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	22.56	100.00	77.44	22.6
10-418-55 POSTAGE	.00	.00	100.00	100.00	.0
10-418-61 OFFICE SUPPLIES	.00	10.98	100.00	89.02	11.0
10-418-68 COPIER EXPENSE	.00	.00	300.00	300.00	.0
10-418-70 IT SUPPORT	23.90	160.61	1,000.00	839.39	16.1
10-418-71 COMPUTER SOFTWARE	.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	1,340.82	25,906.53	207,850.00	181,943.47	12.5

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY PROGRAMS</u>					
10-419-00 FOURTH OF JULY FESTIVAL	.00	26,854.79	35,000.00	8,145.21	76.7
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	.00	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	252.00	4,444.32	4,434.00	(10.32)	100.2
10-419-20 DONATIONS/GRANTS	2,000.00	4,900.00	10,000.00	5,100.00	49.0
10-419-22 FICA P&R	19.27	339.96	339.00	(.96)	100.3
10-419-25 UNEMPLOYMENT INSURANCE	.50	8.11	9.00	.89	90.1
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	2,271.77	52,495.73	96,232.00	43,736.27	54.6

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
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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	8,934.65	195,882.42	216,254.00	20,371.58	90.6
10-421-20 EMPLOYEE BENEFITS	1,855.40	18,550.20	20,000.00	1,449.80	92.8
10-421-21 VEHICLE/MOBILE EQUIPMENT	.00	8,454.37	10,000.00	1,545.63	84.5
10-421-22 FICA & MEDICARE	122.40	2,721.90	3,136.00	414.10	86.8
10-421-23 PENSION-FPPA	920.71	20,505.83	22,707.00	2,201.17	90.3
10-421-24 DEATH & DISABILITY-FPPA	95.41	2,019.71	4,109.00	2,089.29	49.2
10-421-25 UNEMPLOYMENT INSURANCE	.00	122.42	649.00	526.58	18.9
10-421-26 WORKERS' COMPENSATION	2,084.29	4,637.14	4,500.00	(137.14)	103.1
10-421-28 FARM HOUSE UTILITIES-GAS/ELECT	148.85	2,760.43	2,200.00	(560.43)	125.5
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	553.66	400.00	(153.66)	138.4
10-421-40 TRAINING	.00	974.21	4,000.00	3,025.79	24.4
10-421-41 TELEPHONE & INTERNET	17.87	914.81	700.00	(214.81)	130.7
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	85.98	935.12	1,000.00	64.88	93.5
10-421-45 UTILITIES-GAS	.00	.00	1,000.00	1,000.00	.0
10-421-46 CELL PHONE	233.27	2,499.82	2,000.00	(499.82)	125.0
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	14,062.37	32,997.48	20,000.00	(12,997.48)	165.0
10-421-55 PRINTING	150.00	516.00	750.00	234.00	68.8
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	83.65	562.12	2,500.00	1,937.88	22.5
10-421-71 COMPUTER SOFTWARE	.00	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	28,794.85	309,637.86	352,205.00	42,567.14	87.9
<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	75.00	10,000.00	9,925.00	.8
10-424-32 RESIDENTIAL BUILDING REVIEW	.00	8,067.92	30,000.00	21,932.08	26.9
10-424-40 EMPLOYEE TRAINING	.00	.00	1,000.00	1,000.00	.0
TOTAL BUILDING INSPECTION DEPARTMEN	.00	8,142.92	41,250.00	33,107.08	19.7

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)	5,373.32	78,846.93	153,909.00	75,062.07	51.2
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	14,859.14	18,000.00	3,140.86	82.6
10-430-22 FICA & MEDICARE	389.32	8,408.36	11,774.00	3,365.64	71.4
10-430-23 457 RETIREMENT	215.28	3,797.24	3,100.00 (	697.24)	122.5
10-430-25 UNEMPLOYMENT INSURANCE - PW	.00	93.43	308.00	214.57	30.3
10-430-26 WORKERS' COMPENSATION - PW	1,298.06	3,481.54	6,156.00	2,674.46	56.6
TOTAL PUBLIC WORKS ADMINISTRATION	8,716.13	145,489.43	193,247.00	47,757.57	75.3
<u>PUBLIC WORKS & STREETS DEPT</u>					
10-431-00 UNIFORMS - PW	.00	579.16	2,000.00	1,420.84	29.0
10-431-20 REPAIRS-EQUIPMENT & VEHICLES	.00	24,918.64	15,000.00 (	9,918.64)	166.1
10-431-21 STREETS-SIGNS & MATERIAL	.00	5,475.70	2,000.00 (	3,475.70)	273.8
10-431-22 SNOW REMOVAL	.00	480.00	25,000.00	24,520.00	1.9
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	10,137.25	5,000.00 (	5,137.25)	202.8
10-431-28 FARM HOUSE UTILITIES	.00	1,158.11	.00 (	1,158.11)	.0
10-431-35 COPIER LEASE	.00	276.82	200.00 (	76.82)	138.4
10-431-40 EMPLOYEE TRAINING	.00	100.00	2,000.00	1,900.00	5.0
10-431-41 UTILITIES - ELECTRIC	108.84	1,095.15	1,500.00	404.85	73.0
10-431-43 BUIDING MAINT	.00	17,634.11	20,000.00	2,365.89	88.2
10-431-45 UTILITIES-GAS	.00	1,414.59	1,400.00 (	14.59)	101.0
10-431-46 CELL PHONE	.00	1,319.23	1,600.00	280.77	82.5
10-431-47 TELEPHONE & INTERNET	11.92	440.14	500.00	59.86	88.0
10-431-48 TRASH	125.00	956.00	1,000.00	44.00	95.6
10-431-52 INSURANCE - PW	3,273.79	16,907.06	17,000.00	92.94	99.5
10-431-55 POSTAGE & SHIPPING-PW	.00	228.06	100.00 (	128.06)	228.1
10-431-60 STREET LIGHTING - PW	1,505.83	14,741.18	17,000.00	2,258.82	86.7
10-431-61 OFFICE SUPPLIES	.00	500.76	500.00 (	.76)	100.2
10-431-62 FUEL - PW	.00	5,067.99	10,000.00	4,932.01	50.7
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	17.52	2,605.50	1,500.00 (	1,105.50)	173.7
10-431-68 COPIER EXPENSE	.00	.00	400.00	400.00	.0
10-431-70 IT SUPPORT	83.65	562.12	2,500.00	1,937.88	22.5
10-431-71 COMPUTER SOFTWARE	.00	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	5,126.55	187,619.83	134,150.00 (	53,469.83)	139.9

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	421.99	750.00	328.01	56.3
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	27,944.58	24,450.00	(3,494.58)	114.3

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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)	1,008.00	30,270.93	61,014.00	30,743.07	49.6
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	1,938.97	25,481.45	.00	(25,481.45)	.0
10-451-20 EMPLOYEE BENEFITS	881.80	7,576.20	10,000.00	2,423.80	75.8
10-451-22 FICA P&R	225.46	5,055.91	5,933.00	877.09	85.2
10-451-23 RENTS	58.17	2,744.24	1,400.00	(1,344.24)	196.0
10-451-25 UNEMPLOYMENT INSURANCE	2.02	125.09	233.00	107.91	53.7
10-451-26 WORKERS' COMPENSATION	823.16	2,109.61	2,327.00	217.39	90.7
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	11.92	440.18	300.00	(140.18)	146.7
10-451-40 TRAINING	.00	.00	1,000.00	1,000.00	.0
10-451-41 UTILITIES - ELECTRIC	456.82	6,514.59	12,000.00	5,485.41	54.3
10-451-42 PARK BUILDING MAINTENANCE	.00	8,373.11	12,000.00	3,626.89	69.8
10-451-43 PARK REPAIR AND MAINTENANCE	.00	15,190.80	20,000.00	4,809.20	76.0
10-451-44 CAPITAL OUTLAY - PARKS	.00	12,295.69	.00	(12,295.69)	.0
10-451-45 PARKS PAVILION EXPENSE	(13.98)	1,033.32	.00	(1,033.32)	.0
10-451-46 TEETS PARK PAVILION DEP REFUN	.00	1,475.00	.00	(1,475.00)	.0
10-451-48 TRASH	228.00	1,731.00	2,000.00	269.00	86.6
10-451-52 INSURANCE - P&R	693.98	693.98	.00	(693.98)	.0
10-451-55 NEWSLETTERS/POSTCARDS/POSTAGE	.00	940.94	1,200.00	259.06	78.4
10-451-60 BACKGROUND CHECKS	.00	(284.65)	600.00	884.65	(47.4)
10-451-61 OPERATING SUPPLIES - P&R	19.14	1,599.12	1,200.00	(399.12)	133.3
10-451-62 PARKS & RECREATION PROGRAMS	.00	2,607.44	1,800.00	(807.44)	144.9
10-451-70 IT SUPPORT	23.90	160.61	1,000.00	839.39	16.1
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	.00	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	429.90	429.90	1,000.00	570.10	43.0
10-451-86 VOLLEYBALL	.00	572.00	500.00	(72.00)	114.4
10-451-87 SOCCER	.00	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	6,787.26	155,994.44	169,054.00	13,059.56	92.3
TOTAL FUND EXPENDITURES	72,815.02	1,240,589.00	1,692,701.00	452,112.00	73.3
NET REVENUE OVER EXPENDITURES	1,012.05	128,958.00	(91,176.00)	(220,134.00)	141.4

TOWN OF WIGGINS
BALANCE SHEET
OCTOBER 31, 2025

WATER ENTERPRISE

ASSETS

20-10100	CASH IN COMBINED CASH FUND	441,793.24	
20-10120	CASH ON HAND	50.00	
20-10210	WATER ENTERPRISE CLEARING ACCT	7,603.69	
20-10250	COLOTRUST-WATER FUND	124.86	
20-10251	HIGH PLAINS WATER ENTPR FUND	184,573.93	
20-10260	COLOTRUST - DEVELOPMENT FEES	125.32	
20-10261	2011 USDA DEBT SERV RESERVE	102,261.35	
20-10262	2013 USDA DEBT SERV RESERVE	156,102.46	
20-10270	COLOTRUST-WATER BOND ACCOUNT	23.74	
20-10271	63.23% BOTW DEBT SERVICE	35,125.02	
20-10273	2020 BOTW LOAN--SINKING FUND	913,800.20	
20-10280	COLOTRUST-WATER BOND RESERVE	126.68	
20-10281	BANK OF THE WEST WTR RESRVS	20,916.90	
20-10282	2020 BOTW LOAN--D.S. RESERVE	255,864.69	
20-10290	OPERATION & MAINTENANCE FUND	124.96	
20-11500	ACCOUNTS RECEIVABLE	145,983.49	
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			14,876,504.76

LIABILITIES AND EQUITY

LIABILITIES

20-20200	ACCOUNTS PAYABLE	273.52	
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	69,130.85	
TOTAL LIABILITIES			7,467,894.31

FUND EQUITY

20-27900	RETAINED EARNINGS	7,236,103.32	
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TOWN OF WIGGINS
BALANCE SHEET
OCTOBER 31, 2025

WATER ENTERPRISE

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	54,717.82		
BALANCE - CURRENT DATE		54,717.82	
TOTAL FUND EQUITY			7,290,821.14
TOTAL LIABILITIES AND EQUITY			14,758,715.45

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2025

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
20-34000 WATER SALES	.00	703,072.29	1,073,518.00	370,445.71	65.5
20-34002 BULK WATER SALES	675.00	24,113.16	.00	(24,113.16)	.0
20-34440 TAP FEES & ACQUISITION FEES	53,270.00	53,270.00	840,000.00	786,730.00	6.3
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	567.50	13,390.75	42,000.00	28,609.25	31.9
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	1,049.24	1,288.00	238.76	81.5
TOTAL FUND REVENUE	54,512.50	806,003.20	1,986,626.00	1,180,622.80	40.6

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 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 ACQUIS--LEGAL	11.00	12,530.75	80,000.00	67,469.25	15.7
20-410-32 PROFESSIONAL SERVICES WATER	5,551.25	115,442.05	100,000.00	(15,442.05)	115.4
20-410-33 POSTAGE	.00	1,382.40	1,200.00	(182.40)	115.2
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	5,562.25	133,983.97	268,051.00	134,067.03	50.0
<u>WATER ADMINISTRATION</u>					
20-411-12 EMPLOYEE SALARY-ADMINISTRATION	3,146.72	66,990.84	.00	(66,990.84)	.0
20-411-15 SALARIES & WAGES	.00	.00	82,459.00	82,459.00	.0
20-411-20 EMPLOYEE BENEFITS	677.77	6,777.70	5,016.00	(1,761.70)	135.1
20-411-22 FICA & MEDICARE	248.93	5,292.14	6,308.00	1,015.86	83.9
20-411-23 457 RETIREMENT	45.94	981.13	2,916.00	1,934.87	33.7
20-411-25 UNEMPLOYMENT INSURANCE	.00	46.91	165.00	118.09	28.4
20-411-26 WORKERS' COMPENSATION	564.60	1,798.28	165.00	(1,633.28)	1089.9
TOTAL WATER ADMINISTRATION	4,683.96	81,887.00	97,029.00	15,142.00	84.4
<u>PUBLIC WORKS ADMINISTRATION</u>					
20-430-11 SALARY-PW MAINTENANCE	2,502.63	52,254.44	56,221.00	3,966.56	92.9
20-430-20 EMPLOYEE BENEFITS	673.31	6,798.51	7,084.00	285.49	96.0
20-430-22 FICA & MEDICARE	180.59	3,808.85	4,301.00	492.15	88.6
20-430-23 457 RETIREMENT	102.13	1,792.34	1,528.00	(264.34)	117.3
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	3,458.66	65,221.69	70,253.00	5,031.31	92.8
<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 10 MONTHS ENDING OCTOBER 31, 2025

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATIONS</u>					
20-432-00 LINE MAINTENANCE	.00	25,290.84	50,000.00	24,709.16	50.6
20-432-05 UTILITY LOCATE EXPENSE	.00	211.44	400.00	188.56	52.9
20-432-30 CONTRACT OPERATOR	.00	4,980.00	6,000.00	1,020.00	83.0
20-432-35 COPIER LEASE	.00	296.13	600.00	303.87	49.4
20-432-37 ANALYTICAL/SAMPLING EXPENSE	1,109.20	20,665.00	25,000.00	4,335.00	82.7
20-432-40 TELEPHONE & INTERNET	23.83	3,409.94	2,500.00	(909.94)	136.4
20-432-41 UTILITIES-ELECTRIC	5,807.26	57,055.52	70,000.00	12,944.48	81.5
20-432-45 UTILITIES-GAS	.00	1,365.93	2,000.00	634.07	68.3
20-432-46 CELL PHONE	25.92	51.86	764.00	712.14	6.8
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	1,427.00	2,777.00	27,500.00	24,723.00	10.1
20-432-52 INSURANCE AND BONDS	3,141.94	10,715.98	8,000.00	(2,715.98)	134.0
20-432-53 BOOSTER STATION MAINTENANCE	.00	4,041.69	4,000.00	(41.69)	101.0
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	20,172.93	80,000.00	59,827.07	25.2
20-432-57 TREATMENT/OPERATING SUPPLIES	.00	13,013.54	22,000.00	8,986.46	59.2
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	709.96	6,645.13	5,000.00	(1,645.13)	132.9
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	209.50	3,685.50	85,000.00	81,314.50	4.3
20-432-87 EQUIPMENT	.00	.00	15,000.00	15,000.00	.0
20-432-99 OTHER MISCELLANEOUS EXPENSE	.00	258.49	1,000.00	741.51	25.9
TOTAL OPERATIONS	12,454.61	179,556.93	428,864.00	249,307.07	41.9
<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	83,759.00	147,072.00	63,313.00	57.0
20-471-12 LEASE/PURCHASE PMT-KAMMERER	3,510.42	38,614.62	42,125.00	3,510.38	91.7
20-471-13 BOTW SINKING FUND PAYMENT	.00	91,386.96	.00	(91,386.96)	.0
20-471-14 BOTW INTEREST PAYMENT	.00	76,059.13	133,000.00	56,940.87	57.2
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	3,510.42	289,819.71	757,757.00	467,937.29	38.3
TOTAL FUND EXPENDITURES	29,669.90	751,285.38	1,629,954.00	878,668.62	46.1
NET REVENUE OVER EXPENDITURES	24,842.60	54,717.82	356,672.00	301,954.18	15.3

TOWN OF WIGGINS
BALANCE SHEET
OCTOBER 31, 2025

SEWER ENTERPRISE

ASSETS

30-10100	CASH IN COMBINED CASH FUND	1,396,120.86	
30-10250	COLOTRUST FUND	124.86	
30-10251	HIGH PLAINS SEWER ENTPR FUND	64,267.85	
30-10260	COLOTRUST SEWER PROJECT	124.86	
30-10271	36.77% BOTW DEBT SERVICE	20,426.58	
30-10273	2020 BOTW LOAN--SINKING FUND	531,399.80	
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	58,666.58	
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			5,029,952.86

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	5,224.90	
30-22905	DEVELOPER PERFORMANCE DEPOSIT	11,750.00	
TOTAL LIABILITIES			1,112,850.17

FUND EQUITY

30-27900	RETAINED EARNINGS	3,873,883.84	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		(60,243.18)	
BALANCE - CURRENT DATE		(60,243.18)	
TOTAL FUND EQUITY			3,813,640.66
TOTAL LIABILITIES AND EQUITY			4,926,490.83

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2025

SEWER ENTERPRISE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUES</u>					
30-34000	SEWER SALES	.00	325,835.71	482,908.00	157,072.29	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	156.49	400.00	243.51	39.1
	TOTAL FUND REVENUE	.00	325,962.20	723,308.00	397,345.80	45.1

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 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	.00	18,569.94	15,000.00	(3,569.94)	123.8
30-410-33 POSTAGE	.00	1,382.40	1,000.00	(382.40)	138.2
30-410-35 COPIER LEASE	.00	296.12	125.00	(171.12)	236.9
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	.00	23,557.23	27,061.00	3,503.77	87.1
<u>SEWER ADMINISTRATION</u>					
30-411-14 EMPLOYEE SALARIES-ADMIN	3,146.73	66,991.06	.00	(66,991.06)	.0
30-411-15 ADMINISTRATION DEPT EMPLOYEES	.00	.00	82,459.00	82,459.00	.0
30-411-20 EMPLOYEE BENEFITS	677.77	6,777.70	5,015.00	(1,762.70)	135.2
30-411-22 FICA & MEDICARE	248.93	5,292.02	6,308.00	1,015.98	83.9
30-411-23 457 RETIREMENT	45.94	981.13	2,873.00	1,891.87	34.2
30-411-25 UNEMPLOYMENT INSURANCE	.00	46.93	45.00	(1.93)	104.3
30-411-26 WORKERS' COMPENSATION	316.60	316.60	165.00	(151.60)	191.9
30-411-70 IT SUPPORT	709.96	6,645.15	4,400.00	(2,245.15)	151.0
30-411-72 UTILITY SOFTWARE EXPENSE	.00	.00	1,000.00	1,000.00	.0
TOTAL SEWER ADMINISTRATION	5,145.93	87,050.59	102,265.00	15,214.41	85.1
<u>PUBLIC WORKS ADMINISTRATION</u>					
30-430-11 SALARIES & WAGES	2,134.43	22,804.73	47,943.00	25,138.27	47.6
30-430-12 SALARY-PW MAINTENANCE	.00	22,105.67	.00	(22,105.67)	.0
30-430-20 EMPLOYEE BENEFITS	579.74	5,840.35	6,404.00	563.65	91.2
30-430-22 FICA & MEDICARE	152.41	3,246.92	3,668.00	421.08	88.5
30-430-23 457 RETIREMENT	91.07	1,579.38	1,404.00	(175.38)	112.5
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	2,957.65	57,370.48	59,615.00	2,244.52	96.2

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 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	.00	8,510.99	6,500.00	(2,010.99)	130.9
30-432-05 UTILITY LOCATE EXPENSE	.00	152.72	500.00	347.28	30.5
30-432-30 CONTRACT OPERATOR	.00	2,400.00	6,500.00	4,100.00	36.9
30-432-41 UTILITIES-ELECTRIC	2,344.87	24,025.84	29,000.00	4,974.16	82.9
30-432-42 TELEPHONE/INTERNET	5.95	2,127.96	1,000.00	(1,127.96)	212.8
30-432-45 UTILITIES --GAS	.00	238.41	500.00	261.59	47.7
30-432-46 CELL PHONE	25.91	51.85	300.00	248.15	17.3
30-432-48 TRASH	25.00	278.00	500.00	222.00	55.6
30-432-50 PERMIT FEES	.00	.00	3,500.00	3,500.00	.0
30-432-51 ANALYTICAL/SAMPLING EXPENSE	324.00	2,474.00	8,000.00	5,526.00	30.9
30-432-52 INSURANCE AND BONDS	2,692.03	10,266.08	9,000.00	(1,266.08)	114.1
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	4,225.00	18,409.13	17,500.00	(909.13)	105.2
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	11,551.08	8,500.00	(3,051.08)	135.9
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	51.18	100.00	48.82	51.2
TOTAL OPERATIONS	9,642.76	87,265.97	182,600.00	95,334.03	47.8
<u>DEBT SERVICE</u>					
30-471-13 BOTW SINKING FUND PAYMENT	.00	53,144.04	.00	(53,144.04)	.0
30-471-14 BOTW INTEREST PAYMENT	.00	76,059.13	105,000.00	28,940.87	72.4
TOTAL DEBT SERVICE	.00	129,203.17	105,000.00	(24,203.17)	123.1
TOTAL FUND EXPENDITURES	17,746.34	386,205.38	530,117.00	143,911.62	72.9

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2025

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	(17,746.34)	(60,243.18)	193,191.00	253,434.18	(31.2)

TOWN OF WIGGINS
BALANCE SHEET
OCTOBER 31, 2025

SALES TAX CAPITAL IMPROVEMENT

ASSETS

40-10100	CASH IN COMBINED CASH FUND	(	33,387.16)	
40-10250	COLOTRUST FUND		124.86	
40-10251	HIGH PLAINS 1% TAX FUND		15,388.91	
40-11500	ACCOUNTS RECEIVABLE		53,509.85	
	TOTAL ASSETS			35,636.46

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	243,961.44			
BALANCE - CURRENT DATE			243,961.44	
TOTAL FUND EQUITY				243,961.44
TOTAL LIABILITIES AND EQUITY				39,008.80

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2025

SALES TAX CAPITAL IMPROVEMENT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUES</u>					
40-31300	1% TOWN SALES TAX	.00	246,532.58	321,264.00	74,731.42	76.7
40-36100	INTEREST EARNED	.00	54.51	76.00	21.49	71.7
40-36503	GRANT--DOLA--STATE- EIAF 9783	.00	140,207.75	46,000.00	(94,207.75)	304.8
	TOTAL FUND REVENUE	.00	386,794.84	367,340.00	(19,454.84)	105.3

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 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	.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	.00	139,553.40	192,500.00	52,946.60	72.5
TOTAL FUND EXPENDITURES	.00	142,833.40	192,500.00	49,666.60	74.2
NET REVENUE OVER EXPENDITURES	.00	243,961.44	174,840.00	(69,121.44)	139.5

TOWN OF WIGGINS
BALANCE SHEET
OCTOBER 31, 2025

SALES TAX STREETS

ASSETS

45-10100	CASH IN COMBINED CASH FUND	428,366.34	
45-11500	ACCOUNTS RECEIVABLE	53,509.86	
	TOTAL ASSETS		481,876.20

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	180,833.95		
BALANCE - CURRENT DATE		180,833.95	
TOTAL FUND EQUITY			180,833.95
TOTAL LIABILITIES AND EQUITY			494,503.16

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2025

SALES TAX STREETS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>						
45-31300	1% TOWN SALES TAX (2022)	.00	246,532.57	320,556.00	74,023.43	76.9
45-36100	INTEREST EARNED	.00	.00	17,905.00	17,905.00	.0
TOTAL FUND REVENUE		.00	246,532.57	338,461.00	91,928.43	72.8

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 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	8,985.00	62,418.62	50,000.00	(12,418.62)	124.8
45-431-24 SNOW REMOVAL	.00	.00	15,000.00	15,000.00	.0
TOTAL DEPARTMENT 431	8,985.00	62,418.62	65,000.00	2,581.38	96.0
TOTAL FUND EXPENDITURES	8,985.00	65,698.62	630,000.00	564,301.38	10.4
NET REVENUE OVER EXPENDITURES	(8,985.00)	180,833.95	(291,539.00)	(472,372.95)	62.0

TOWN OF WIGGINS
BALANCE SHEET
OCTOBER 31, 2025

CONSERVATION TRUST

ASSETS

50-10100	CASH IN COMBINED CASH FUND	10,036.22	
50-10250	COLOTRUST FUND	124.86	
50-10251	HIGH PLAINS CNSRVTN TRST FUND	14,364.26	
	TOTAL ASSETS		24,525.34

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	(5,288.15)		
BALANCE - CURRENT DATE	(5,288.15)		
TOTAL FUND EQUITY		(5,288.15)	
TOTAL LIABILITIES AND EQUITY			21,732.34

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2025

CONSERVATION TRUST

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUES</u>					
50-33501	CT - ST PROCEEDS (LOTTERY)	.00	13,588.45	17,100.00	3,511.55	79.5
50-36100	INTEREST EARNED	.00	36.72	54.00	17.28	68.0
	TOTAL FUND REVENUE	.00	13,625.17	17,154.00	3,528.83	79.4

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2025

CONSERVATION TRUST

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DEPARTMENT 430</u>					
50-430-16	TOWN PARKS IMPROVEMENTS	741.29	9,103.15	10,000.00	896.85	91.0
50-430-17	CAPITAL OUTLAY -BLEACHER SHADE	.00	7,425.54	10,000.00	2,574.46	74.3
	TOTAL DEPARTMENT 430	741.29	16,528.69	20,000.00	3,471.31	82.6
	<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	741.29	18,913.32	20,000.00	1,086.68	94.6
	NET REVENUE OVER EXPENDITURES	(741.29)	(5,288.15)	(2,846.00)	2,442.15	(185.8)



STAFF SUMMARY

PLANNING/ZONING COMMISSIONERS MEETING
OCTOBER 7, 2025

BOT MEETING
OCTOBER 22, 2025

DATE: 10-01-25
AGENDA ITEM: 5
TOPIC: Mark Carns; Cottages at Aspen Grove
STAFF MEMBER RESPONSIBLE: Diana Evans, Planning & Zoning Administrator

BACKGROUND:

Mark Carns owns approximately 26 lots. The legal description of his property is: Lots 9-34, inclusive, Block 19, the original Town of Corona, Colorado, according to the recorded plat thereof, Morgan County, Colorado. The approximate location of the property is North side of Elm Avenue, East side of Pearl Street, West side of Emerald Street, Wiggins, CO.

The property is zoned R2, multi-family. Mr. Carns is requesting that the property be rezoned to Planned Development (PD) and has submitted a Final PD Plan to allow 26 single family dwellings and related uses.

SUMMARY:

Mr. Carns has met with the Planning Department several times in the past years trying to get this development off the ground. We believe now is the right time to proceed.

The purpose of PD zoning is to encourage innovations in residential, commercial, industrial and recreational development by allowing for mixed land uses, variations in development densities and variety in the type, design and layout of buildings in a manner not allowed under traditional zoning. PD zoning is being proposed for the Cottages at Aspen Grove because the development does not conform to the requirements of traditional R-2 zoning, including:

- **Setbacks:** The side setbacks in the R-2 district are 7feet, the PD Plan proposes side setbacks of 4-6 feet.
- **Lot area:** The minimum lot area in the R-2 district is 8,750 feet, but the PD Plan proposes lots that are 3,125 square feet.
- **Minimum lot width:** The minimum lot width in the R-2 district is 70 feet, but the PD Plan proposes lots that are only 25 feet wide.
-



PLANNING AND ZONING DEPARTMENT

304 E. CENTRAL AVENUE, WIGGINS, CO 80654 970-483-6161

diana.evans@wigginsco.gov townofwiggins.colorado.gov

- **Minimum dwelling space:** The minimum dwelling space in the R-2 district is 864 square feet, but the cottages will only be 500-800 square feet.

Our recently adopted Comprehensive Plan does specifically speak to the fact that Wiggins needs to provide more affordable homes for its community.

- "Data from the Community Assessment and input from residents and stakeholders indicate that the Town needs to work on improving...affordability and availability of housing options."
- *Comp Plan pg. 40* "...young adults just starting out, families with children and single person households are having the most trouble in finding suitable and affordable housing in Wiggins."
- "Over a third of respondents also noted that older adults were having trouble in securing affordable housing."
- *Comp Plan Pg. 41*, "The Town will encourage the construction of a mix of housing unit types and sizes to meet the needs of residents of different incomes, ages and household types"
- *Comp Plan Pg. 42*, "As part of updates to its Land Use Code and other regulations, the Town should remove unintended barriers to the development of affordable and workforce housing."

The Town of Wiggins recognizes that our Land Development Code is outdated and may not encourage affordable housing. Therefore, we have applied for a grant to help fund an update to our Land Development Code and have committed to 10 affordable units within the next two years. Colorado State Proposition 123 encourages local governments to address the housing crisis by increasing the supply of affordable housing. Currently, Mr. Carns' development is our best option to attain that.

The Cottages at Aspen Grove will be constructed on-site. Homes will be on a foundation, and approximately 500-600 square feet. There will be a 10x12 xeriscape lawn area with one tree per home and two car off-street parking for each home.

FISCAL IMPACT:

The Town of Wiggins' future budgets will be significantly impacted by this development. Mr. Carns will be purchasing 25 water/sewer taps to equal approximately \$1,215,000.00. These funds will boost our reserve for water/sewer associated purchases. 26 more households to shop local would be a great boost to Wiggins businesses.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

Townpeople have stated through surveys, questionnaires, and conversations that affordable housing is necessary. Wiggins' home prices are the highest in Morgan County, with the average being \$500,000.00. The average home price in Brush is about \$315,000.00 and Fort Morgan rings in at about \$345,000.00. We need to provide options for citizens who cannot afford to buy a large home, and don't need one. These will be great options for Seniors and Teachers- two of Mr. Carns' specific audience targets.

OPTIONS AVAILABLE TO THE BOARD:

- The Planning Commission may approve the resolution staff has provided for their consideration.



PLANNING AND ZONING DEPARTMENT

304 E. CENTRAL AVENUE, WIGGINS, CO 80654 970-483-6161

diana.evans@wigginsco.gov townofwiggins.colorado.gov

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



Town of Wiggins

Planning & Zoning Department

304 E Central Avenue * Wiggins, CO 80654

Phone: (970) 483-6161 * Fax: (970) 483-7364

diana.evans@wigginsco.gov <http://townofwiggins.colorado.gov>

LAND USE APPLICATION

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

STAFF USE ONLY		
FILE NAME: COTTAGES AT ASPEN GROVE		
FILE NO:	DATE SUBMITTED:	FEES PAID: N/A

Project Name: Cottages at Aspen Grove

Project Physical Address (if applicable): TBD Pearl Street and TBD Emerald Street

Project Description: Build 26 cottages, ranging from 550 sq. ft. to 800 sq. ft.

Legal Description: (Attach legal description if Metes & Bounds) Lots 9 thru 34, Block 19, the original Town of Corona, Colorado, according to the recorded plat thereof.

Subdivision Name: (If applicable) Cottages at Aspen Grove

Filing No. _____ **Lot No.** _____ **Block No.** _____ **Section** _____ **Township** _____ **Range** _____

PROPERTY OWNER (Attach separate sheets if multiple)	AUTHORIZED REPRESENTATIVE
Name/Company: Mark B. Carns	Company/Firm:
Contact Person: Mark B. Carns	Contact Person: Mark B. Carns
Address: 32661 E. 151st Avenue	Address:
City/State/Zip: Brighton, CO 80603	City/State/Zip:
Phone: 720-201-1205	Phone:
Email: mbcarns@aol.com	Email:
MINERAL RIGHTS OWNER (Attach separate sheets if multiple)	MINERAL LEASE OWNER (Attach separate sheets if multiple)
Name/Company: N/A	Name/Company: N/A
Address:	Address:
City/State/Zip:	City/State/Zip:
LAND-USE & SUMMARY INFORMATION	
Present Zoning:	Gross Site Density (du/ac):
Proposed Zoning:	# Lots/Units Proposed:
Gross Acreage:	

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

DEVELOPMENT REVIEW FEES					
ANNEXATION		VARIANCE		VACATION	
☐ Annexation	\$3,500.00	☐ Residential	\$250.00	☐ Vacation of	\$ 1,000.00
☐ Disconnection	\$500.00	☐ Commercial	\$350.00		
REZONING / SPECIAL REVIEW			SITE SPECIFIC (COMMERCIAL)		
☐ Rezoning	\$3,500.00	☐ Commercial Infill Final Dev Plan	\$3,500.00		
☐ Special Use Review	\$250.00				
☐ Conditional Use Review	\$250.00				
BOUNDARY LINE / LOT MERGERS					
☐ Boundary Line Adj / Lot Merger	\$350.00				
MINOR SUBDIVISION			MAJOR SUBDIVISION		
☐ Minor Subdivision	\$ 2,500.00	☒ Preliminary Development Plan	\$3,500.00		
☐ Sketch Plan Review	\$ 1,000.00	☐ Final Development Plan (Res)	\$3,000.00		
☐ Final Plat Review (Residential)	\$ 3,000.00	☐ Final Development Plan (Comm)	\$4,000.00		
☐ 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.

Applicant Signature: Mark Carns Date: 4/23/25

Applicant Signature: _____ Date: _____

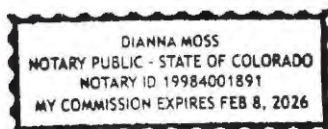
STATE OF COLORADO)
) ss.
County of Adams)

The foregoing instrument was acknowledged before me this 23rd day of April, 2025.

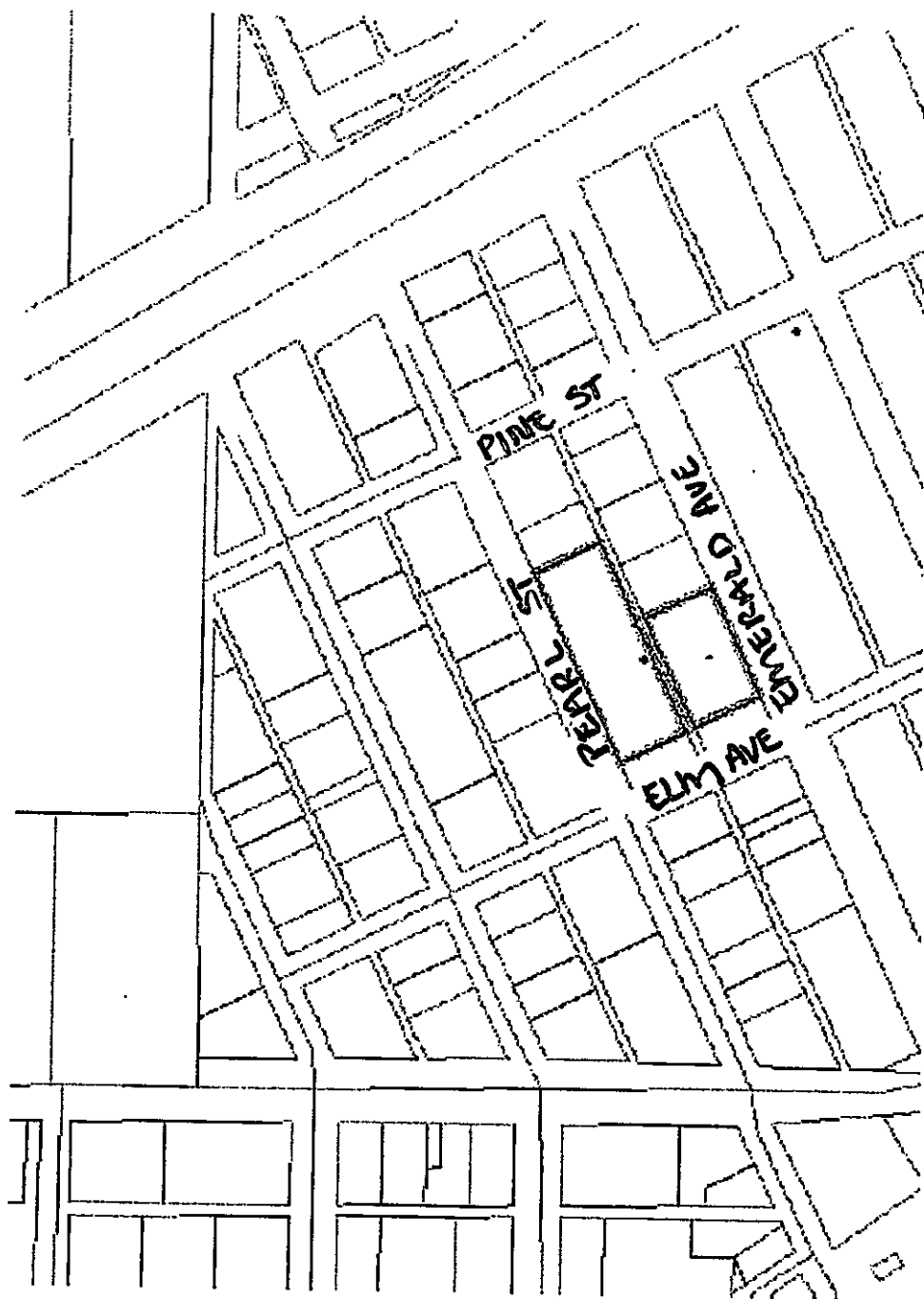
By Mark Carns

My commission expires: 2-8-2026

Witness my hand and official seal.



Dianna Moss
Notary Public



ELM STREET
60' R.O.W

NOTES:

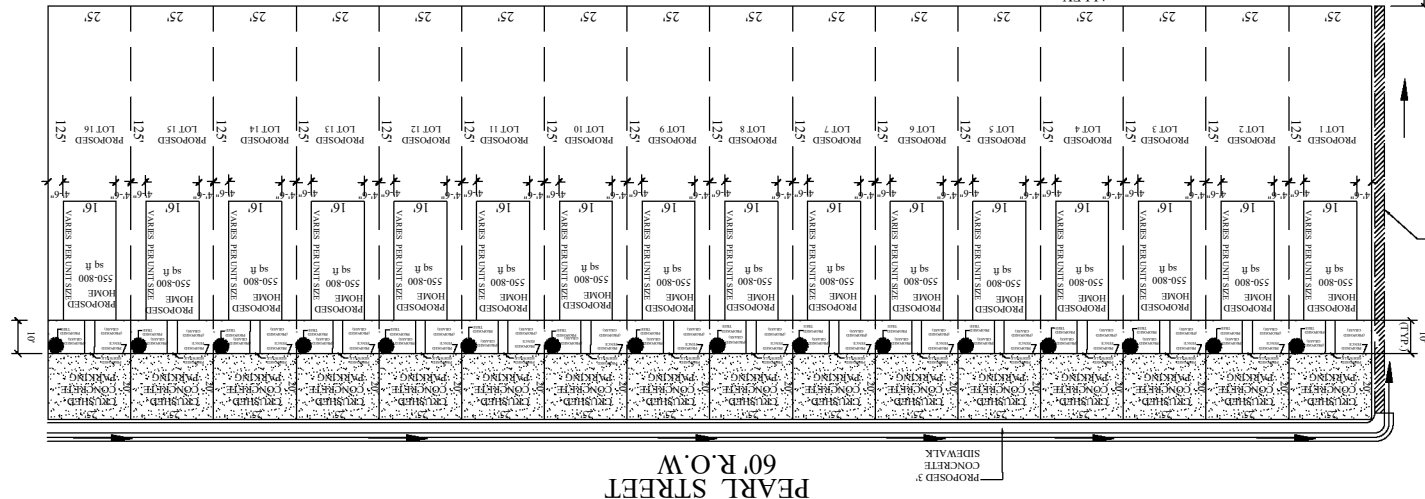
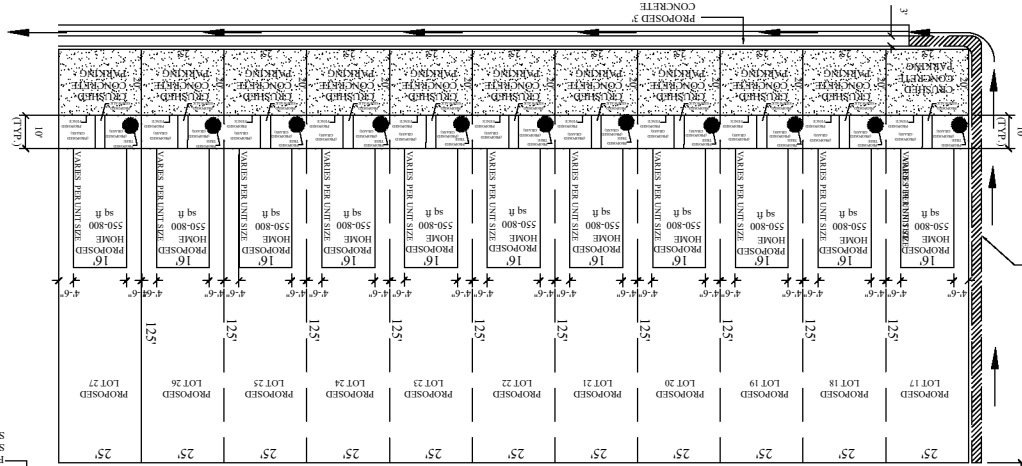
FINISHED FLOOR ELEVATIONS (FFE) ARE 100.9' AND BASE GROUND ELEVATIONS ARE 98.0' MAKING THE PROPOSED FINISHED FLOOR 2.9' ABOVE GROUND LEVEL.

4" SCHEDULE 40 PVC SEWER LINE
CONNECTED WITH FERNCO SEWER TAP
OR SIMILAR TO MAIN SEWER AT ALLEY
EXTERIOR CLEAN OUT WILL BE 2-WAY ON 4" SEWER LINE
INSTALLED 5' FROM FOUNDATION WALL

PROJECT DATA	ZONE DISTRICT	PROPOSED
TOTAL LOT AREA	3125 SQ. FT.	550-800 SQ. FT.
PROPOSED HOUSE COVERAGE	550-800 SQ. FT.	3125 SQ. FT.
SETBACKS	FRONT 30'	MIN. 5' FROM ALLEY
	SIDE STREET 4'-6"	
	REAR 4'-6"	

SITE PLAN
SCALE: 1"=20'

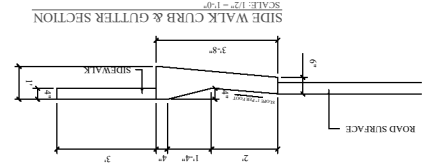
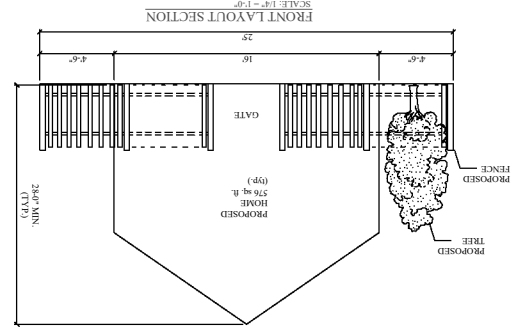
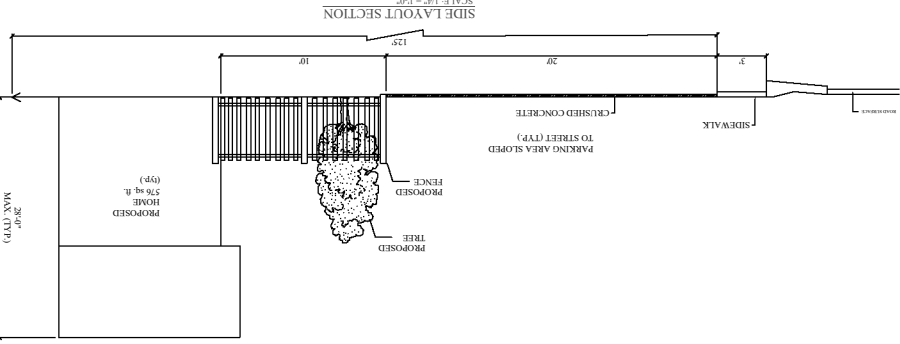
EMERALD STREET
80' R.O.W



PEARL STREET
60' R.O.W

LEGEND
PROPERTY OR ZONE LOT LINE
EXTERIOR BUILDING FOOTPRINT
PROPOSED WOOD FENCE
SS
DRAINAGE ARROW

LAND USE INFO TABLE	
ZONE DISTRICT	
BUILDING FORM ON ZONE LOT	ONE UNIT DWELLING
ZONING LAND USE	576 SF
GROSS FLOOR AREAS (SF)	576 SF



SHEET



PH 720.340.9206

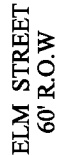


MARK CARNS
720.201.1205

PROPOSED SITE PLAN
COTTAGES AT ASPEN GROVE
WIGGINS MORGAN COUNTY
COLORADO.

REVISIONS
DATE: 04-25-2025
DR: MARY BR: TR: PP
JOB: 23-2900

PEARL STREET
60' R.O.W



	PROPERTY OR ZONE LOT LINE
	EXTERIOR BUILDING FOOTPRINT
X	PROPOSED WOOD FENCE
SS	PROPOSED NEW SANITARY SEWER
	DRAINAGE ARROW

SCALE: 1" = 20'

**4" SCHEDULE 40 PVC SEWER LINE
CONNECTED WITH FERNCO SEWER TAP
OR SIMILAR TO MAIN SEWER AT ALLEY
EXTERIOR CLEAN OUT WILL BE 2-WAY ON 4" SEWER LINE
INSTALLED 5' FROM FOUNDATION WALL**

Total site acreage: Approx. 1.863 acres
Existing zoning: Zoned as R-2 and is being rezoned to Planned Development.¹¹
Planned Development Zone District approved by
Ordinance No. _____ on _____, 2025.

MARK CARNS
720.201.1205



**WIGGINS, COLORADO
ORDINANCE NO. 07-2025**

AN ORDINANCE APPROVING A REZONING FROM RESIDENTIAL (R-2) TO PLANNED DEVELOPMENT AND APPROVING A FINAL PD PLAN FOR THE COTTAGES AT ASPEN GROVE

WHEREAS, there has been submitted to the Board of Trustees of the Town of Wiggins a request for approval of a Final PD Plan for the property known as the Cottages at Aspen Grove, which such property is legally described on Exhibit A attached hereto (the “Property”); and

WHEREAS, there has also been submitted to the Board of Trustees a request for rezoning of the Property from Residential (R-2) to Planned Development (PD) for single-family residential and related uses as set forth in the Final PD Plan; and

WHEREAS, the Wiggins Planning and Zoning Commission held a properly noticed public hearing on the application, at which the applicant and other interested persons presented testimony to the Commission and at which a number of documents were made a part of the record; and

WHEREAS, all materials related to the proposed rezoning and Final PD Plan have been reviewed by Town Staff and the Wiggins Planning and Zoning Commission and found with conditions to be in compliance with the Town of Wiggins Land Development Code and related Town ordinances, regulations, and policies; and

WHEREAS, the Board of Trustees considered the proposed rezoning and Final PD Plan at a duly noticed public hearing; and

WHEREAS, the Board of Trustees finds that the proposed rezoning and Final PD Plan are consistent with the Town’s plan for the area, that the applicant has demonstrated that the proposed rezoning and Final PD Plan meet the applicable criteria of the Town of Wiggins Land Development Code and related Town ordinances, regulations, and policies and that the application should be approved subject to certain conditions; and

WHEREAS, no protests were received by the Town pursuant to C.R.S. § 31-23-305.

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

Section 1. The Board of Trustees of the Town of Wiggins, Colorado does hereby approve the proposed Final PD Plan for the property known as the Cottages at Aspen Grove development, which such property is legally described on Exhibit A (the “Property”).

Section 2. The Board of Trustees also hereby approves rezoning for the Property from Residential (R-2) to Planned Development (PD) for single-family residential and related uses, subject to and in accordance with the Final PD Plan.

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED PUBLISHED BY TITLE ONLY
this 22nd day of OCTOBER, 2025.

TOWN OF WIGGINS, COLORADO

Chris Franzen, Mayor

ATTEST:

Nichole Seiber, Town Clerk

EXHIBIT A
COTTAGES AT ASPEN GROVE
LEGAL DESCRIPTION

Lots 9-34, inclusive, Block 19, the original Town of Corona, Colorado, according to the recorded plat thereof, Morgan County, Colorado



STAFF SUMMARY

BOT MEETING
OCTOBER 22, 2025

DATE: 10-22-25

AGENDA ITEM NUMBER: 6

TOPIC: Daniel Harrison; North Ridge Subdivision

STAFF MEMBER RESPONSIBLE: Diana Evans, Planning & Zoning Administrator

BACKGROUND:

Daniel Harrison appeared at the Board of Trustees meeting on October 8, 2025, requesting leniency on purchasing water and sewer taps to afford him the ability to continue building his project.

Mr. Harrison is requesting that the Town issue water and sewer taps for two of the building before they are paid for. In exchange, Harrison offered to provide:

- A lien against the North Ridge buildings. The North Ridge property is encumbered by construction loans, but Mr. Harrison provided appraisals indicating the value of the completed buildings exceeds the amount of the loans.
- Alternatively, Harrison stated he owns a business and property outright at a value of just under a million dollars and suggested it be used as security.

Mr. Harrison also told the Board that it would be cheaper for him to install the home, rather than selling the development since a new owner would have to hire out the installation process. However, as of 10-09-25 Harrison is not certified by the State of Colorado to do Modular Home installations (email from Division of Housing 10-09-25). The State has declined to renew Harrison's registration. This means Harrison may also have to hire out an installer, which Harrison previously stated is more than \$85,000.00.

The North Ridge Subdivision Agreement requires the developer to warrant the public improvements for two years after they have been conditionally accepted by the Town. If Harrison does not have the funds to purchase water taps, then Harrison may not have the funds to make two years' worth of warranty repairs to the public improvements.

SUMMARY:

Advancing utility taps to a developer in exchange for the "possibility" that the project will be completed and turn a profit sets a dangerous precedent.

The Town is not a lending bank or real-estate investment firm, and if the utility taps need to be advanced, then it may be a sign that the project is already underfunded.



PLANNING AND ZONING DEPARTMENT

304 E. CENTRAL AVENUE, WIGGINS, CO 80654 970-483-6161

diana.evans@wigginsco.gov townofwiggins.colorado.gov

It is not in the Town's interest to allow this type of leniency for payment of water and sewer taps. This community relies on water and sewer taps to pay for water and sewer infrastructure. It is not the Town's responsibility to cover costs for a developer to finish his project.

It is the opinion of the Planning/Zoning staff that it would be a significant risk to accept a lien to secure payment for water and sewer taps.

On the other hand, the Town is in need of affordable housing and Harrison's project may provide that. In order to encourage affordable housing, the Town may need to incentivize affordable housing development. Mr. Harrison has indicated he may not be able to complete the project without the requested assistance.

FISCAL IMPACT:

If the Town has to foreclose the liens, there will be costs to the Town to do so. In addition, if the project is not completed or sells for less than promised, the Town may not receive the full amount owed for the water and sewer taps.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

The town's objective is to bring housing to our community, but accomplishing our goals should not come at the cost of ensuring that the Town has adequate funds for water and sewer infrastructure.

OPTIONS AVAILABLE TO THE BOARD:

- If the Board agrees to Mr. Harrison's request, it should provide direction to the Town Attorney to work with Mr. Harrison's attorney to draft the appropriate security instrument, which will need to be presented to the Board for approval at a subsequent meeting.
- Alternatively, the Board can choose to deny Mr. Harrison's request.



STAFF SUMMARY

**Board of Trustees
October 22, 2025**

DATE: October 17, 2025

AGENDA ITEM NUMBER: 7

TOPIC: Consideration of Amending the Town Fee Schedule

STAFF MEMBER RESPONSIBLE: Nichole Seiber, Town Clerk/Treasurer

BACKGROUND:

The Board of Trustees amends the fee schedule from time to time as a house keeping item to maintain natural price increases in services the Town provides to the community members. The last time the fee schedule was amended was in 2025.

SUMMARY

Historically, the Town attempts to keep all fees as low as possible. However, there are items that take up staff hours or equipment that requires the Town to increase the fees. Some fees, such as the liquor license fees are also capped by state statutes.

Staff presented to the Board of Trustees new changes that needed to be amended on the Town's fee schedule. The Board of Trustees agreed that the recommended changes should be addressed at the next regular meeting.

FISCAL IMPACT:

Amending the fee schedule will not have a negative effect on the current budget.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

Amending the fee schedule continues to keep the Town fees current while remaining transparent to the community about what services and costs are provided.

OPTIONS AVAILABLE TO THE BOARD OF TRUSTEES:

The Board of Trustees can approve the Resolution for amendments to the Town Fee Schedule, the Board can request modifications to the Resolution, or not approve the Resolution.

MOTION TO RECOMMEND APPROVAL:

I make the motion to adopt Resolution 27-2025 – A Resolution Ratifying and Adopting the Town of Wiggins Service Fees.

ACTION REQUESTED:

Motion, Second, Roll-Call Vote.

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

**TOWN OF WIGGINS
RESOLUTION 27-2025**

**A RESOLUTION RATIFYING AND ADOPTING THE TOWN OF WIGGINS SERVICE
FEES**

WHEREAS, the Board of Trustees for the Town of Wiggins, Colorado recognizes the need for a uniform fee schedule; and

WHEREAS, the Board of Trustees has determined through inspection and review that some of the fees be increased and adjusted to support use, staff implementation, and facility maintenance. The Board of Trustees has determined them to be fair, equitable, and necessary to the operation and success of Town function.

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

Section 1. This Resolution applies only to fees included in the Fee Schedule; and voids previous occurrences, mention, or implementation specific to those by Resolution.

Section 2. The Town may offer a discount to local non-profit entities. Such discount requests must be approved by the Town Manager.

Section 3. The attached fee schedule (Attachment A), is hereby adopted and approved in its entirety and shall be effective immediately upon approval of this Resolution.

INTRODUCED, ADOPTED AND RESOLVED THIS 22nd DAY OF OCTOBER, 2025.

TOWN OF WIGGINS, COLORADO

Chris Franzen, Mayor

ATTEST:

Nichole Seiber, Town Clerk



TOWN OF WIGGINS FEE SCHEDULE

GENERAL FEES

Xerox or from Printer Copies	Per Page (B&W or Color)	\$1.00
Faxed Copies/Certified Copies	Per Page	\$1.00
Maps 8.5 x 11		\$10.00
Maps 11 x 17		\$13.00
Maps 18 x 24	Mileage, \$15/hr. staff time, & \$5 per print	At cost
Maps 24 x 36	Mileage, \$15/hr. staff time, & \$5 per print	At cost
Maps 36 x 58	Mileage, \$15/hr. staff time, & \$5 per print	At cost
Postage/Mailing Fees	Actual cost applicable on mail requests	
Photographs	Plus, cost of copies	\$15.00
Video Thumb Drive/USB		\$15.00
Audio Thumb Drive/USB		\$15.00-\$66.00
Laminating	Per page	\$1.00
Public Records Request	First 1 hour free then fee per hour thereafter Additional charges may apply for copies, drives, fax, etc.	\$30.00
Return Check Fee		\$25.00

ANIMAL LICENSE FEES

Dog License	Annually	\$5.00
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LICENSE FEES

Business License	Annually – Due every January	\$25.00
Contractor's License	Annually – Due every January	\$25.00
Mobile Food/Retail Vendor License	Annually – Due every January	\$50.00
Retail Fireworks License		\$50.00

PAVILION RENTAL FEES

Pavilion Rental – Event Center	Per Day/Deposit \$200 per Event	\$150
Open Container Permit Fee		\$25.00
Open Pavilions	Four Hours	\$35.00
Teets/Paychek Field Rental	Per Day for Non-Rec Sport/Parties	\$35.00

PARKS AND RECREATION FEES

YOUTH SPORTS

*****All volunteer coaches will receive a \$10 discount per child as an incentive for coaching*****

SPRINGS SPORTS

Umpires	\$35.00					
Baseball: Travel League	3/4	5/6	7/8	9/10	11/12	14U
	\$50.00	50.00	\$65.00	\$85.00	\$85.00	\$85.00
Softball: IPGSA Travel League	9/10	11/12				
	\$85.00	85.00				
Soccer: NVAA Travel League 3th/4th & 5th/6th grade	\$65.00					
Soccer: Little Kickers (home practices & games) Ages 3/4 & 5/6	\$45.00					
Volleyball: NVAA Travel League K-6 th Grade	\$65.00					

FALL SPORTS

Volleyball: NVAA Travel League K-6 th Grade	\$65.00
Soccer: NVAA Travel League 3th/4th & 5th/6th grade	\$65.00
Soccer: Little Kickers (home practices & games) Ages 3/4 & 5/6	\$45.00
Basketball: NVAA Travel League K-6 th Grade	\$55.00 Early Bird/\$65.00 Regular/\$75.00 Late

WINTER SPORTS

Basketball: NVAA Travel League K-6 th Grade	\$55.00 Early Bird/\$65.00 Regular/\$75.00 Late
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ADULT SPORTS

SUMMER SPORTS

Co-Ed Slow Pitch Softball – Umpires Volunteer (paid in Tournaments)	\$350.00 / Team	\$30/Individual
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ADVERTISEMENT/SPONSORSHIP

Signage at Teets Field	\$500.00 Initial (4X8 Mesch Banner)	\$100.00 Annually Thereafter
Event Center Sponsor	5 year - \$1,500.00 initial year & \$1,000.00 each additional/24"x24" logo received after end of sponsorship	
Newsletter Advertisement	.15 page \$75.00/.25 page \$100.00/.50 page \$150.00/1 page \$200.00	

VENDOR FEES

Food Trucks	\$50.00
Booth Rentals	\$35.00
Booth Rentals with Electricity	\$40.00
Consession Stand	\$25.00 (exception Non-Profits & School Clubs)

LIQUOR LICENSE FEES

	Local Fee	State Fee
Renewal Application Fee	Same as Reg Fee	\$250.00
Art	\$41.25	\$308.75
Beer & Wine	\$48.75	\$351.25
Brew Pub	\$75.00	\$750.00
Club	\$41.25	\$308.75
Distillery Pub	\$75.00	\$750.00
Hotel & Restaurant	\$75.00	\$500.00
Hotel Restaurant with one Optional Premises	\$75.00	\$600.00
Each Additional OP License	Intentionally blank	\$100.00
Resort Complex	\$75.00	\$160.00
Campus Liquor Complex	\$75.00	\$500.00
Related Facility – Resort Complex	\$15.00	\$500.00
Related Facility – Campus Liquor Complex	\$15.00	\$160.00
Liquor-Licensed Drugstore	\$22.50	\$227.50
Lodging & Entertainment	\$75.00	\$500.00
Optional Premises	\$75.00	\$500.00
Racetrack	\$75.00	\$500.00
Retail Gaming Tavern	\$75.00	\$500.00
Retail Liquor Store	\$22.50	\$227.50
Tavern	\$75.00	\$500.00
Vintner's Restaurant	\$75.00	\$750.00
Fermented Malt Beverage On Premises	\$3.75	\$96.25
Fermented Malt Beverage Off Premises	\$3.75	\$96.25
Fermented Malt Beverage On/Off Premises	\$3.75	\$96.25
Festival Permit Application	n/a	\$50.00

POLICE SERVICES/MUNICIPAL COURT

VIN Verification-Town Residents	Must pre-pay	\$20.00
VIN Verification-Non-Town Residents	Must pre-pay	\$35.00
VIN Verification-Non-County Residents	Must pre-pay	\$75.00
Golf Cart		\$25.00
Alarm Systems - False Alarms	After 3 false alarms/ per alarm	\$50.00
Court Fees		\$50.00
Deferred Judgment		\$55.00
Sex Offender Registration	Initial Registration	\$75.00
Sex Offender Registration	Subsequent / Quarterly	\$25.00

NUISANCE / ABATEMENT FEES

String Trimming	\$35.00 / hour	Clean up Debris / Material	\$30.00/hour
Walk Behind Mower	\$40.00 / hour	Dump Truck Debris Hauling	\$75.00/per load & \$35/hr./staff
Riding Mower	\$65.00 / hour	Truck Debris Hauling	\$55.00/per load and \$35/hr./staff
Tractor Mower	\$85.00 / hour	Dumpster Rental	Actual Cost & \$35/hr./staff
Front End Loader	\$115.00 / hour		

WATER AND SEWER FEES

UTILITY FEES

Return Check Fee		\$35.00
Late Payment Fee	Pymt not received by 20 th of each month	\$15.00
Disconnect/Reconnect Fee		\$50.00
Deposit - Water		\$89.00
Deposit - Sewer		\$26.00
RESIDENTIAL & COMMERCIAL RATES		
Water Base Rate – minimum	0 to 1,000 gallons	\$82.77
	1,001 to 4,000 gallons	\$3.76
	4,001 to 8,000 gallons	\$4.35
	8,001 to 15,000 gallons	\$4.91
	15,001 to 25,000 gallons	\$5.50
	25,001 to 50,000 gallons	\$6.08
	50,001 to 100,000 gallons	\$6.66
	100,001 gallons and above	\$7.23
Sewer Base Rate	Base rate per month	\$46.31
	Per 1,000 gallons	\$2.32
BULK WATER FEES/DEPOSITS		
Bulk Water Meter Deposit	Refundable	\$3,200.00
Bulk Water Rate	Per 1,000 gallons up to 4,000 gallons	\$50.00
	4,001 and above per 1,000 gallons	\$25.00

WATER INVESTMENT FEES (WATER TAP)

5/8"	\$ 35,000.00
3/4"	\$ 40,250.00
1"	\$ 53,270.00
1 1/2"	\$ 79,905.00
2"	\$ 133,175.00
3"	\$199,762.00
4"	\$292,985.00
6"	\$717,412.00

SEWER INVESTMENT FEES (SEWER TAP)

5/8"	\$ 10,000.00
3/4"	\$12,000.00
1"	\$16,800.00
1 1/2"	\$25,188.00
2"	\$40,932.00
3"	\$62,760.00
4"	\$100,416.00
6"	\$160,668.00

WATERING PERMIT (Watering outside of watering restrictions per Wiggins Municipal Code Chapter 52)

For Landscaping/Sod Installation – 30 days	\$35.00
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- 30 day extensions (up to 60 day max) allowed by Town Manager or designee

BACKFLOW	FEE
Backflow Test	\$50.00
Backflow Clean & Repair	\$50.00
Landscape Irrigation Systems	\$50.00

BUILDING AND CONSTRUCTION FEES

Building Permit fees for most projects are based on valuation of the project. Valuation for residential and commercial projects involving new floor area is calculated using the gross floor area and the applicable square foot construction cost based on occupancy/use and construction type as indicated in the most current ICC Building Valuation Data table or Table 1C below for some residential. The fees are then determined utilizing Table 1A below.

Building Permit Fee Table 1A

New Construction/Remodels/Additions	Based on value of project
\$1.00 to \$500.00	\$25.00
\$501.00 to \$2,000	\$24 for the first \$500; plus \$3 for each additional \$100 or fraction thereof, up to and including \$2,000
\$2,001 - \$40,000	\$69 for the first \$2,000; plus \$11 for each additional \$1,000 or fraction thereof, up to and including \$40,000
\$40,001 - \$100,000	\$487 for the first \$40,000; plus \$9 for each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 - \$500,000	\$1,343.75 for the first \$100,000 plus \$9.10 for each additional \$1,000 or fraction thereof, up to and including \$500,000
\$500,001 - \$1,000,000	\$3,827 for the first \$500,000; plus \$5 for each additional \$1,000 or fraction thereof, up to and including \$1,000,000
\$1,000,001 to \$5,000,000	\$6,327 for the first \$1,000,000; plus \$3 for each additional \$1,000 or fraction thereof, up to and including \$5,000,000
\$5,000,001 and over	\$18,327 for the first \$5,000,000; plus \$1 for each additional \$1,000 or fraction thereof

OTHER INSPECTION AND PLAN REVIEW FEES:

Violation Fee (Work done without a permit) - 2 times the assessed fee	Residential and Commercial plan review fees-60% of building permit fee*
Pre-move house inspection fee (within Town limits)- \$500.00	Additional plan review required by changes, additions or revisions to plans- \$110.00 an hour
Re-Inspection Fee: \$110.00	Temp Construction Trailer- \$500.00 (for construction projects)
Water Meter Fee – At Cost	Mobile Home set in Park - \$800.00
Master Plan Review Repeat Fee - \$500.00	Temporary Certificate of Occupancy Fee - \$600.00

*** Plan review fees shall be equal to sixty-five percent (60%) of the total permit fee for a permit to do the work proposed.** When plans are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged at the rate which has been established.

**ELECTRIAL & PLUMBING PERMITS AND THEIR INSPECTIONS MUST BE
OBTAINED THROUGH STATE OF COLORADO DEPARTMENT OF REGULATORY
AGENCIES**

One Stop and Other Fees Table 1B

FLAT RATE PERMIT FEES (RESIDENTIAL ONLY)				
Furnace/AC Replacement	\$150.00		Demolition	\$150.00
Fence	\$50.00		Driveway (New)	\$50.00
Re-Roof	\$150.00			

Residential Square Footage Valuation Table 1C

TOWN SINGLE-FAMILY DETACHED, DUPLEX DWELLING AND REMODEL/ADDITION CONSTRUCTION VALUE SCHEDULE	
Area	Value per Square Foot
Above Grade Floors	\$160.00
Foundation-Crawlspace	\$15.00
Foundation-Unfinished Area	\$50.00
Foundation + Basement Finished Basement	\$95.00
Basement Finish	\$45.00
Garage	\$55.00
Covered Porch	\$70.00
Patio	\$10.00
Covered Patio	\$50.00
Deck	\$35.00
Covered Deck	\$65.00

Misc. Other Fees Table 1D

MISCELLANEOUS BUILDING OFFICIAL FEES	
Inspections outside of normal business hours. (Monday to Friday 8:00 am to 5:00 pm)	\$250.00 per hour *
For use of outside consultants for plan checking and inspections, or both	Actual costs **
*This cost shall include supervision, overhead, equipment, and hourly wages. **Actual costs include administrative and overhead costs.	

USE TAX – 3% of material cost: Applicable sales/use tax on anticipated material cost is collected with building permit fees. Material cost is calculated as 50% of the project valuation as determined using the building valuation tables

Building permit fees for most projects are based on valuation of the project. Valuation for residential projects involving new floor area is calculated using the gross floor area and the applicable square foot construction cost based on occupancy/use and construction type as indicated in Table 1C of this fee schedule. The fees are then determined utilizing the table 1A. Valuation provided by the applicant is utilized for commercial projects unless determined to be a gross underestimate. Copies of contract documents may be required to verify project valuation.

For projects that do not involve new floor area (Flat rate fee projects), the valuation submitted on the application is utilized unless determined to be a gross underestimate. Copies of contract documents may be required to verify project valuation.

1. The permit fee for factory-built housing units that are set on a permanent foundation (HUD or UBC approved) shall be determined by the cost of materials for the foundation or basement requirements, other on-site improvements, and electrical, plumbing and mechanical work, using the Construction Fees table from the Building Department Fee Schedule.
2. The Town Building Department will not perform real estate inspections.

3. The Town Building Department will not locate property lines. It is the responsibility of the property owner to know where they are.
4. Any person, firm or corporation who violates any provision of the Building Code or any other construction code of the Town shall be subject to the penalties found in the Wiggins Land Development Code, set forth in the adopted Building Codes or other local, state, or federal law.

Land Development Fees Table 1E

Variance Application: Residential	\$250.00		Appeal from the Board of Adjustments to the Board of Trustees	\$ 250.00
Non-Residential	\$500.00			
Boundary Line Adjustment Application	\$350.00		Appeal of Administrative Decision to the Board of Trustees	\$250.00
Special Review Use Application	\$250.00			
Conditional Use Review	\$250.00		Site Specific- (Commercial Infill):	\$3,500.00
Annexation:	\$3,500.00		Construction Inspection –	\$500.00
Disconnection:	\$3,500.00		(Major Utilities)	
Property Rezoning	\$3,500.00		Grading Permit	\$500.00
Sketch Plan Review (major & minor subdivision)	\$1,000.00			
Site Development Plan	\$500.00			
Amendment to Site Development Plan	\$250.00			
Minor Subdivision	\$2,500.00		Vacation of Easement/Right-of-Way	\$1,000.00
Preliminary Development Plan	\$3,500.00		Preliminary Plat	\$3,500.00
Final Development Plat/Plan, or amendments (Residential)	\$3,000.00		Final Development Plan/Plat, or amendments (Commercial)	\$4,000.00

FAIR CONTRIBUTIONS FOR PUBLIC SCHOOL SITES

	Single Family Detached	Single Family Attached, Duplex, Triplex, Four-plex, Condo, Townhouse	Apartment
Site Dedication Acreage / Unit	0.0272	0.0136	0.00068
Fee-in-Lieu Per Unit	\$1,088.59	\$544.29	\$272.15

RIGHT-OF-WAY FEES

RIGHT-OF-WAY FEES			
Standard Fee	Admin, review and inspection	50.00	
Annual Permit	Admin, review, and inspection (Example – surveying, tree trimming, etc.)	100.00	
Road Bore	Road bore w/ bore pit(s) located in R.O.W. Road bore w/ bore pit(s) located outside R.O.W.	50.00 per location \$25.00 per location	
Work w/in a hard surface Roadway	Trench w/ structural fill or flowable fill Test Hole / Pot Hole	\$1.00 SF \$20.00 Each	Minimum \$25.00
Work within a Gravel Roadway	Trench w/Structural fill or Flowable fill Test Hole / Pot Hole	\$0.50 SF \$10.00 Each	Minimum \$20.00
Work in R.O.W. Outside of Roadway	Trenching / Plow or cable puller Test Hole / Pot Hole	\$20.00 Each \$10.00 Each	Minimum \$15.00
New Appurtenance (meters, vaults, poles, etc.)	3 sq/ft or less (new construction exempt from fee with paid investment fee) Greater than 3 sq/ft	\$25.00 Each \$50.00 Each	
Abandonment	Abandoning / retiring line in R.O.W.	\$25.00 Each	
Working Prior to Permit Approval	Emergency Repairs Excluded	Subtotal x 2	
Inspection Outside Normal Work Hours	*As determined by Town Manager (\$50.00 Minimum)	\$50.00 / hr.	

CONCRETE IMPROVEMENTS - New	FEE	MINIMUM
Sidewalk, Trail, Bike Path, Drive Approach	\$0.50 / LF	\$50.00
Combination Curb, Gutter, Sidewalk	\$0.75 / LF	\$50.00
Sidewalk Chase Drains	\$50.00 EA	\$0.00
ADA Access Ramps	\$100.00 EA	\$0.00
Street Cut	\$250.00	\$0.00
Access Permit (Driveway & Curb Cuts)	\$250.00	\$0.00