



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

April 27, 2022 at 7:00 P.M.

**304 CENTRAL AVENUE
WIGGINS, CO 80654**

***NOTE: DUE TO LIMITED SEATING CAPACITY, THE PUBLIC IS HIGHLY
ENCOURAGED TO ATTEND THE MEETING VIA ZOOM***

GO TO <https://us06web.zoom.us/j/89138082108> FOR THE MEETING LINK

MEETING AGENDA

I. INTRODUCTIONS

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

II. CONSENT AGENDA

1. Approval of Board of Trustees Meeting Minutes March 23, 2022
2. Approval of Board of Trustees Special Meeting Minutes April 7, 2022
3. Approval of Board of Trustees Special Meeting Minutes April 13, 2022
4. Approval of Board of Trustees Special Meeting Minutes April 20, 2022
5. Approval of Bills April 2022

III. REPORTS

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

IV. PUBLIC COMMENTS

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

V. CONSIDERATION OF RESOLUTION NO. 11-2022

1. A Resolution Approving the Purchase of Body Worn Cameras for the Wiggins Police Department
2. Resolution 11-2022

VI. CONSIDERATION OF ORDINANCE NO. 06-2022

1. An Ordinance Approving the Vacation of an Alley Within Block 8 of the Woods First Addition to the Town of Wiggins
2. Ordinance 06-2022

VII. RECOGNITION OF OUTGOING MEMBERS AND SWEARING IN CEREMONY

1. Recognition of outgoing members of Board of Trustees
2. Swearing in of Mayor Franzen and
Trustees: Mark Strickland, Bruce Miller, and Mandy Camilleri

VIII. RECESS MEETING

1. Closing Remarks by Mayor and Trustees and Recess Meeting

IX. RECONVENE MEETING

1. Continue Meeting with New Board of Trustees

X. APPOINTMENT OF MAYOR PRO-TEM

1. Appointment Mayor Pro-Tem

XI. ASSIGN TRUSTEE MEMBERS TO PLANNING & ZONING COMMISSION

1. Planning and Zoning Commissioners (2)

XII. APPOINTMENT OF TOWN OFFICERS

1. Town Clerk/Treasurer (currently Deborah Lee)
2. Town Attorney (currently Melinda Culley, Kelly PC)
3. Municipal Judge (currently Kimberly A. Emil)

XIII. PROCLAMATION

1. Arbor Day Proclamation

XIV. SWEARING IN OF NEW POLICE OFFICER

1. Swear in Officer Robbie Camilleri

XV. CONSIDERATION OF RESOLUTION NO. 12-2022

1. A Resolution Authorizing Changes to the Authorized Signers for the Town's Banking Accounts
2. Resolution No. 12-2022

XVI. LIQUOR LICENSE RENEWAL

1. Wiggins Super's Liquor License Renewal

XVII. ADJOURNMENT

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



MINUTES OF MEETING

TOWN OF WIGGINS BOARD OF TRUSTEES MEETING

March 23, 2022 at 7:00 p.m.

CALL TO ORDER & ROLL CALL:

A regular meeting of the Town Board of Trustees for the Town of Wiggins, Colorado was held on Wednesday, March 23, 2022. Mayor Jeff Palmer called the meeting to order at 7:03 p.m. The following Trustees answered roll call: Mayor Jeff Palmer; Mayor Pro-Tem David Herbstman; Trustees Bruce Miller, Mark Strickland, Bryan Flax, Chad Forbes and Jerry Schwindt were present. Staff present were Hope Becker, Town Planning and Zoning Administrator; Beau Warden, Public Works Supervisor and Deb Lee, Town Clerk. Tom Acre, Town Manager and Craig Miller, Chief of Police joined through Zoom.

APPROVAL OF AGENDA:

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

CONSENT AGENDA AND BILLS:

Questions were asked about Burlington Northern insurance; propane bill; and cell phones.

Motion was made by Mayor Pro-Tem David Herbstman to approve the consent agenda. Seconded by Trustee Mark Strickland. Roll Call: The agenda was approved unanimously.

TOWN MANAGER REPORT:

Town Manager: The Town Manager's report was given by Tom Acre.

- Busy with staff issues
- Working with USDA about water
- Virtual CIRSA meeting
- Cyber security meetings coming up soon
- CML Employee Benefit Survey
- Met with Kent with Morgan County Quality Water and talked about ordering equipment and installation. Also discussed their Lost Creek water project to see if Wiggins can benefit from it in the future.
- Met with Wiggins Business Alliance. They had a successful Candidates Forum. They talked about putting a guide out that has all the businesses in Town. Holding a monthly to start Farmers Market in Wiggins that compliments a potential Morgan County Farmers Market that rotates and goes from Brush, Fort Morgan and Wiggins.
- Had a meeting with community members talking about Parks and Rec and some of their concerns; moving forward with a part-time Parks & Rec and Events Coordinator; maintenance, spraying and getting a head start on the fields; they provided good thoughts for the position; contacting the college in Greeley to help bolster that as well.
- Assisted the Chief in police interviews. Had two interested gentleman and gave a tentative offer to one.



- Had a meeting with Kiowa Park HOA; discussed how they could help with some of the maintenance of the trail and park and potentially taking over the entrances. Typically, entrances are an HOA responsibility not a town responsibility, this will be an ongoing discussion this summer.
- He participated in a functional exercise testing our ability to respond to a fictional emergency in our water system. It's through the CDPHE and EPA. It's the CoWarn (Colorado Water/Wastewater Agency Response Network). It's a membership organization that we are a member of. They gave us a fictional snow storm situation and waterline breaks. One scenario was not having diesel for 5 days. We did well and learned some things, but overall, it is something we get to deal with on a pretty routine basis due to the age of our system.
- He attended a seminar on water loss and another seminar on drought is coming up.
- He attended "The Block" grand opening last Friday. It is the commissary kitchen; food truck and baked goods training.
- He's also looking at vendors for a system to get information to the public out.
- He reminded the Board that the CML conference is in June.
- The Morgan County Economic Development Cooperation annual meeting is next Thursday.
- Met virtually with USDA today to look at phasing the water and wastewater project in a more manageable manner from a cost standpoint and project management. With the increase of costs going up 37%, it has put all the costs up tremendously. We might have to put in a deep well injection system.

The Mayor and Trustees asked questions about those interested in the concessions; Glassey Farms; grants for Main Street; Roberts 81; speeding and people using a driveway as a road; the water attorney and engineer bills and people not receiving their ballots. Their questions were answered.

CHIEF OF POLICE, CRAIG MILLER REPORT

- He tested something similar to pepper spray. It goes directly to the person and not all around the room.
- He has Bola Wraps that are set up like a Taser. It will wrap around people's legs or arms. It works great in our area where backup might be ten minutes away. It doesn't use the same Taser, but has something similar.
- They have 3 new ballistic helmets that are three for \$1,000. Brush offered to let us go in on that with them and we did.
- Tom mentioned the recruitment process. He has someone that is going through the background check that should be finished by the end of the week.
- He participated in a Con Board meeting. There is discussion about a new CAD system.

The Chief was asked about the thefts in Morgan County; teaching citizens how to be safe and keeping doors locked; purchasing the flock cameras and how to pay for them. He answered all the questions.

BOARD OF TRUSTEES REPORTS:

Nothing to report.

FINANCIALS ACTUAL TO BUDGET:

The Board asked questions about the Old Time Christmas; building permits; impact fee study; the Comprehensive Plan; if people had applied for the Planning and Zoning Board; how often the property tax came



into the Town; and planting trees. Manager Acre answered all the questions and let the Board know High Plains Bank is having a Shred It and Electronic recycling on April 23rd, the Arbor Day planting will be on April 29th and there will be a barbecue lunch. May 7th is the community wide garage sale. May 14 there is a park specific clean-up day at the High Plains Park; Teets Park and Kiowa Park. It's the 150-year anniversary of Arbor Day and the 50-year anniversary of Arbor Day Association.

PUBLIC COMMENT:

The Mayor, Jeff Palmer opened the meeting for public comments at 8:11 p.m. There was no public present who wished to speak. Public comment was closed at 8:11 p.m.

PROCLAMATION:

The Mayor's wife was born in Ukraine and he would like to read a Proclamation stating the Town of Wiggins stands in unwavering solidarity with the people of the sovereign nation of Ukraine as they defend themselves against Russia. The Board thanked Mayor Palmer and Manager Acre for getting the Proclamation done.

PUBLIC HEARING:

THE FINAL PLAT FOR EMERALD MINOR SUBDIVISION ON EMERALD STREET

Mayor Jeff Palmer, opened the public hearing at 8:15 p.m.

Hope provided her report reviewing the changes the applicant is putting in to combine three residential lots into one. The applicant, Kyle Doney spoke. The Mayor wanted to make sure Mr. Doney knows that the sewer pipe is only 18" deep and is actually showing in the alley in some spaces. Mr. Doney said he could build to rent or build to sell on the property. He will check to see if duplexes are a way to go as well. Trustee Forbes said he prefers it be a single-family home that is sold instead of rented out due to the care of the property is poorer if it is rented out. Mayor Pro-Tem Herbstman agreed with Trustee Forbes. He thanked Mr. Doney for cleaning up the area. Mr. Doney said he has another property on 4th Avenue that he will be working on as well.

The Public Comment portion of the Public Hearing was opened at 8:32 p.m. There were no public comments made during this time. The Public Comment portion of the Public Hearing was closed at 8:33 p.m.

The Public Hearing was closed at 8:34 p.m.

CONSIDERATION OF RESOLUTION 08-2022:

A Resolution Approving the Final Plat for the Emerald Minor Subdivision Located on Emerald Street

Motion was made by Trustee Mark Strickland to approve Resolution No. 08-2022. Seconded by Trustee Chad Forbes. Roll Call: Ordinance No. 08-2022 was unanimously approved.

PUBLIC HEARING:

REZONING PORTIONS OF THE WOOD'S FIRST ADDITION SUBDIVISION TO THE INDUSTRIAL (ID) ZONING DISTRICT

The Public Hearing on the Woods First Addition Subdivision opened at 8:36 p.m.

Hope provided her presentation. This area of Town is currently zoned both Industrial and Mobile Home District, however the property uses are more light-industrial in nature, and have been for some time. Rezoning this area will bring property usages into compliance with the zoning.



The Mayor and Board had questions and they were answered by staff.

The Public Comment portion of the Public Hearing was opened at 8:49 p.m. There were no public comments made during this time. The Public Comment portion of the Public Hearing was closed at 8:49 p.m.

The Public Hearing was closed at 8:51 p.m.

CONSIDERATION OF ORDINANCE NO. 04-2022:

An Ordinance Rezoning Portions of the Woods First Addition Subdivision to the Industrial (ID) Zoning District

Motion was made by Mayor Pro-Tem David Herbstman to approve Ordinance No. 04-2022. Seconded by Trustee Bryan Flax. Roll Call: Ordinance No. 04-2022 was unanimously approved.

The Mayor asked if there was any interest in the vacant lot. Hope replied that there is interest.

PUBLIC HEARING:

AMENDING THE WIGGINS LAND DEVELOPMENT CODE CONCERNING BUILDING PERMITS AND BOUNDARY LINE ADJUSTMENTS

The Public Hearing was opened at 8:55 p.m.

Hope provided her presentation. The Town is trying to make the process more streamlined on boundary issues and permits.

Hope answered questions for the Board. Trustee Strickland asked the Mayor if he had any objections to this on the Planning and Zoning Board. The Mayor said he did not. Hope was asked why the Town wants this. She said it was taking applicants too long to go through the Board of Adjustments; Planning and Zoning and the Board then to the County and back to the Board again. This will stream line the process. It will only go to Hope; the Manager and the lawyer for boundary line situations.

The Board reviewed the information presented during the Public Hearing. The Trustees and the Mayor discussed the changes that are to be made.

The Public Comment was opened at 9:06 p.m. There were no public comments made during this time. The Public Comment portion of the Public Hearing was closed at 9:06 p.m.

The Public Hearing closed at 9:07 p.m.

CONSIDERATION OF ORDINANCE NO. 05-2022:

An Ordinance Amending the Wiggins Land Development Code Concerning Building Permits and Boundary Line Adjustments

Motion was made by Trustee Mark Strickland to approve Ordinance No. 05-2022. Seconded by Trustee Bryan Flax. Roll Call: Ordinance No. 05-2022 was unanimously approved.



CONSIDERATION OF RESOLUTION NO. 09-2022:

A Resolution Recognizing the CDOT Click It or Ticket (CIOT) Grant Funding for Occupant Restraint Enforcement

Chief Miller talked about getting a grant for increased seat belt restraint enforcement. They will concentrate around the school during the school year and will continue in the summer.

Trustee Forbes said it sounds great. The Mayor said that since 5th Street is closed, the speeding has been greatly reduced. The racing has decreased. Traffic was discussed.

Motion was made by Mayor Pro-Tem David Herbstman to approve Resolution No. 09-2022. Seconded by Trustee Mark Schwindt. Roll Call: Resolution 09-2022 was unanimously approved.

ADJOURNMENT:

Mayor Palmer adjourned the meeting at 9:22 p.m.

Respectfully submitted by:

Deborah Lee, Town Clerk



MINUTES OF MEETING

TOWN OF WIGGINS BOARD OF TRUSTEES SPECIAL MEETING

April 7, 2022 at 6:30 p.m.

CALL TO ORDER & ROLL CALL

A regular meeting of the Town Board of Trustees for the Town of Wiggins, Colorado was held on Thursday, April 7, 2022. Mayor Jeff Palmer called the meeting to order at 6:35 p.m. The following Trustees answered roll call through Zoom: Mayor Jeff Palmer and Mayor Pro-Tem David Herbstman Trustees: Bruce Miller; Bryan Flax; Mark Strickland, Chad Forbes and Jerry Schwindt. Staff present were Tom Acre, Town Manager and Deb Lee, Town Clerk.

APPROVAL OF AGENDA

Motion was made by Trustee Bruce Miller to approve the agenda. Seconded by Mayor Pro-Tem David Herbstman. Roll Call: The agenda was approved unanimously.

CONSIDERATION OF RESOLUTION NO. 10-2022

Consideration of Resolution No. 10-2022 - A Resolution in Support of and Authorizing the Town Manager to Apply for FY23 Congressionally Directed Spending Federal Funding Requests.

Town Manager Acre let the board know that the Senator's office in Eastern/Colorado/Morgan County reached out and asked if the Town had any projects that we wanted to submit for FY23 Congressionally Directed Spending. He is going to concentrate on submitting the water tank project, the deep well injection and the WWTF headworks and bar screen that they tried to get funded last year. He spoke to our USDA Representative and let her know we will be applying for these funds. The Senator's office and agencies the funding goes through will look at the projects. There is no guarantee that Congress will approve these projects.

Motion was made by Trustee Jerry Schwindt to approve Resolution No. 10-2022. Seconded by Trustee Mark Strickland. Roll Call: Resolution 10-2022 was unanimously approved.

GENERAL UPDATES

- The power outage was caused by the Town. The roof of a dugout flew off and hit a power pole. The roofs need hurricane clips.
- Likely to see some activity next week. John Enoch came out to Wiggins today to check out ideas Public Works has for a couple of quick fixes along 5th Avenue. They will direct the water towards Suzann Street to drain 5th Avenue. They also plan to improve the drainage by the trailer park on 2nd Avenue.
- We are doing Arbor Day Plantings. In conjunction with that we are installing a short section of irrigation pipe by the Frisbee course. They will have a volunteer event.
- There's a teacher at the High School that is a part of the Morgan County Frisbee Golf Association. He has played the course. We have a couple extra baskets. The school is interested in the baskets. They have some kids interested in having Frisbee Golf in the physical education class.
- Little League Baseball ages 9-12: Hope has sent out a flyer to get that going. He has gotten some job descriptions to get out and has a couple people that are interested.

- We're replacing the front door of Town Hall. Last year it fell off again in one of the windy days. Standard Glass will be replacing it.

ADJOURNMENT

Mayor Palmer adjourned the meeting at 6:55 p.m.

Respectfully submitted by:

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

Deborah Lee, Town Clerk



MINUTES OF MEETING

TOWN OF WIGGINS BOARD OF TRUSTEES SPECIAL MEETING

April 13, 2022 at 8:30 p.m.

CALL TO ORDER & ROLL CALL

A special meeting of the Town Board of Trustees for the Town of Wiggins, Colorado was held on Wednesday, April 13, 2022. Mayor Jeff Palmer called the meeting to order at 8:27 p.m. The following answered roll call: Mayor Jeff Palmer, Mayor Pro-Tem David Herbstman and Trustees: Bruce Miller, Bryan Flax, Chad Forbes and Jerry Schwindt were present. Mark Strickland joined the meeting through Zoom. Staff present were Tom Acre, Town Manager; Deb Lee, Town Clerk, and Melinda Culley, Town Attorney.

APPROVAL OF AGENDA

Motion was made by Mayor Pro-Tem David Herbstman to approve the agenda. Seconded by Trustee Bruce Miller. Roll Call: Unanimously approved.

EXECUTIVE SESSION

The Board conducted the following three Executive Sessions:

1. An Executive Session for the discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees – Town Manager Evaluation

Motion was made by Mayor Pro-Tem David Herbstman to go into Executive Session for topics listed above. Seconded by Trustee Bryan Flax. Roll Call: Unanimously approved. The first Executive Session started at 8:30 p.m. and was concluded at 9:24 p.m.

2. 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)(c) - Glassey Farm

Motion was made by Mayor Pro-Tem David Herbstman to go into Executive Session for topics listed above. Seconded by Trustee Bruce Miller. Roll Call: Unanimously approved. The second Executive Session started at 9:26 p.m. and was concluded at 9:40 p.m.

3. For discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees – Police Chief Salary.

Motion was made by Mayor Pro-Tem David Herbstman to go into Executive Session for topics listed above. Seconded by Trustee Chad Forbes. Roll Call: Unanimously approved. The second Executive Session started at 9:42 p.m. and was concluded at 10:13 p.m.

REPORT FROM EXECUTIVE SESSIONS

Town Attorney Culley reported that during the three executive sessions, the Board of Trustees:

- Discussed a personnel matter under C.R.S. Section 24-6- 402(4)(f) concerning the Town Manager Evaluation.
- Determined positions relative to matters that may be subject to negotiations, developed strategy for negotiations, and/or instructed negotiators under C.R.S. Section 24-6-402(4)(c) concerning a possible contract for the Glassey Farm
- Discussed a personnel matter under C.R.S. Section 24-6- 402(4)(f) concerning the Police Chief Salary.

ADJOURNMENT

Mayor Palmer adjourned the meeting at 10:14 p.m.

Respectfully submitted by:



Deborah Lee, Town Clerk



MINUTES OF MEETING

TOWN OF WIGGINS BOARD OF TRUSTEES SPECIAL MEETING

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

CALL TO ORDER & ROLL CALL

A special meeting of the Town Board of Trustees for the Town of Wiggins, Colorado was held on Wednesday, April 20, 2022. Mayor Jeff Palmer called the meeting to order at 7:08 p.m. The following answered roll call: Mayor Jeff Palmer, Mayor Pro-Tem David Herbstman and Trustees: Bruce Miller, Bryan Flax and Jerry Schwindt were present. Mark Strickland and Chad Forbes joined the meeting through Zoom. Staff present were Tom Acre, Town Manager; Deb Lee, Town Clerk and Melinda Culley, Town Attorney.

APPROVAL OF AGENDA

Motion was made by Mayor Pro-Tem David Herbstman to approve the agenda. Seconded by Trustee Bryan Flax. Roll Call: Unanimously approved.

EXECUTIVE SESSION

1. An Executive Session for the discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees – Town Manager Evaluation

Motion was made by Trustee Bryan Flax to go into Executive Session for the topic listed above. Seconded by Trustee Mark Strickland. Roll Call: Unanimously approved. The Executive Session started at 7:10 p.m. and was concluded at 8:24 p.m.

REPORT FROM EXECUTIVE SESSION

Town Attorney Culley reported that during the executive session, the Board of Trustees discussed a personnel matter under C.R.S. Section 24-6-402(4)(f) concerning the Town Manager Evaluation.

ADJOURNMENT

Mayor Palmer adjourned the meeting at 8:25 p.m.

Respectfully submitted by:

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

Deborah Lee, Town Clerk

TOWN of WIGGINS - BILLS PAID
APRIL 2022

Vendor Name	Description	Amount Paid
AQUASERVE	RO Filter Media	\$3,271.88
ARROW REALTY	Utility Refund	\$59.70
BADGE & WALLET	Uniform - WPD	\$445.00
BANK OF THE WEST	Syncing Fund Deposit	\$72,265.50
BANK OF THE WEST	Credit Card Payment	\$3,710.18
Bank of the West - 1135	Loan Interest	\$28,263.84
BLOEDORN LUMBER	Misc Supplies	\$4,024.52
BLUE LIGHTNING	Internet/Phones	\$515.02
BNSF RAILWAY COMPANY	ROW Lease -Flood Control	\$389.49
CAMILLERI, ROBERT	Bulletproof vest and tactical belt	\$789.56
CASELLE, INC	Accounting software	\$879.00
CIRSA	Public Officials E & O Liability	\$100.00
CIRSA	Gen Property Liability Ins	\$23,761.68
CIRSA	Workers Comp Audit	\$52.19
CITY OF BRUSH	SWAT Helmets	\$894.00
CITY OF FORT MORGAN	Glassey Farm Pump Electric	\$8.17
CO DEPT OF PUBLIC HEALTH & ENV	Site Location Application	\$1,574.00
COLORADO ANALYTICAL LABORATORY	Water Analysis	\$2,425.90
COLORADO DEPARTMENTOF AGRICULTURE	Laser Speed Units & Radar Tuning Forks	\$80.00
CORE & MAIN	Meter Repair - Bells, Pitsws, Roadway Boxes	\$5,995.27
COUNTRY HARDWARE	Public Works Supplies	\$1,968.60
DNA SOLUTIONS LLC	Background Investigation WPD Employee	\$500.00
DON BURNS	Used small single axle trailer	\$400.00
EMIL, KIMBERLY A	Judge salary	\$625.00
EPIC SPORTS	Rec equipment	\$463.55
FORTRESS DEVELOPMENT SOLUTION, LLC	Roll-off for Metal Recycling	\$400.00
GARRETSON'S SPORT CENTER	Rec equipment	\$184.17
GRAINGER	Fire Hose Reel- Bulk Water Fill-Compressor Truck	\$185.44
HARMAN, STEPHANIE	CIS/NIBRS	\$90.00
HAYES POZNANOVIC KORVER, LLC	Water Rights - Attorney Fees	\$5,213.50
INVOICE CLOUD	Monthly invoice fees	\$320.90
KAMMERER, WILLIAM M.	Water Shares Lease/Purch Paymt (March&April)	\$7,020.84
KC'S GRAPHICS	Rec shirts	\$842.50
KELLY, PC	Town Attoney Fees	\$3,977.50
LAW OFFICE OF AMY C. PENFOLD LLC	Municipal Court Attorney	\$360.00
LEAF	Copy machine lease	\$159.00
LIRA, SAVANNAH	Rec shirts	\$147.00
LRE Water	Water Rights Engineering	\$15,366.00
MORGAN CNTY ECONOMIC DEV CORP	2022 Annual Meeting	\$210.00
MORGAN COUNTY QUALITY WATER	Road U, 3261	\$32.52
MORGAN COUNTY REA	Utilities: Electric	\$7,745.16
NORTHERN COLORADO FRIENDS OF FERALS	Donation - Feral Cats	\$1,000.00
PITNEY BOWES-PURCHASE POWER	Postage	\$600.00
POLIMORPHIC, INC	CRM - Communication Software	\$1,201.00

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

PRAIRIE MOUNTAIN MEDIA	Publication of ordinances	\$11.96
PROFESSIONAL MANAGEMENT SYSTEMS	Contract Accountant	\$4,230.00
PROFORCE LAW ENFORCEMENT	Bolawraps	\$4,001.60
Protect Youth Sports	Soccer Background Checks	\$189.90
REFLEX PROTECT	Equipment PD	\$67.65
RH WATER & WASTEWATER, INC.	Water - WWTF Contract Operator	\$912.50
SMASH ATHLETICS	Rec shirts	\$1,076.32
STANDARD GLASS CO	Windshield for 1995 Chevy PW	\$251.75
STUB'S GAS & OIL, INC.	Public Works Fuel	\$2,237.13
UNCC	Water & Sewer Locate Fees	\$124.80
USA BLUEBOOK	Public Works Supplies	\$293.98
VERIZON WIRELESS	Water System Com Sys & 2 phones - diconnect	\$154.11
VIAERO WIRELESS	Cell Phones	\$580.21
WALKER REPAIR SERVICES	Oil Change & Repairs	\$141.58
WATER TECHNOLOGY GROUP	Aurora Seal Kit- RO	\$860.44
WELDON VALLEY DITCH COMPANY	Kammerer Accounting	\$199.00
WEX BANK	Fuel-WPD	\$386.27
WIGGINS FARM AND AUTO SUPPLY	Small tools & Vehicle Repair	\$483.62
WIGGINS SUPER'S 1846	Supplies	\$136.44
WOLF WASTE, LLC	Trash removal	\$249.00
XCEL ENERGY	Utilities- Natural Gas	\$601.35

Total \$215,707.19**Approved:****Date: 04/25/2022**

INCIDENT ANALYSIS - DAY

Date 04/01/2022

Time 12:32:54

Report CFS03

Agency Wiggins Police Dept.

Dates 03/01/2022 Thru 03/31/2022

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
<div> <div>Agency: WPD Wiggins Police Dept.</div> </div>								
00700 M/V Theft	0	0	0	1	0	0	0	1
01100 Fraud	0	0	1	0	0	0	0	1
02415 Domestic Violence	0	0	2	2	0	0	1	5
02430 Loud Noise	0	0	0	0	0	1	0	1
02660 Harass/threat	0	0	0	1	0	0	0	1
02671 Dog At Large	0	0	1	0	2	0	0	3
03000 Community Policing	1	0	0	0	1	0	2	4
03010 Assist Other Agency	1	0	2	2	0	0	1	6
03100 Welfare Check	0	3	0	1	1	2	2	9
03120 Extra Patrol	9	10	5	11	5	4	3	47
03121 Vacation House Check	1	2	2	2	2	2	2	13
03540 Traffic Accident	0	0	0	1	1	0	0	2
03600 Driving Complaint	0	2	1	0	0	1	0	4
03610 Parking Complaint	0	0	0	1	0	0	0	1
03695 Family Dispute	0	0	1	0	0	0	0	1
03720 Bicycle/Golf/ATV Reg.	0	0	1	1	2	1	0	5
03730 Lost/found	0	0	1	0	1	0	0	2
03750 Meet Party	0	1	0	0	1	1	0	3
03760 Information	0	1	0	1	1	0	1	4
03770 Return Phone Call	0	0	1	0	0	0	0	1
04000 Alarm	0	1	0	0	0	0	0	1
07410 Disturbance	0	0	0	0	1	0	0	1
07510 Abandoned Vehicle	0	1	0	0	0	0	0	1
07520 Motorist Assist	0	0	0	1	0	0	1	2
07530 Traffic Contact	0	0	4	3	5	5	2	19
07580 Vehicle Inspection	0	1	1	0	2	0	0	4
09001 911-Welfare Check	0	0	0	0	0	1	0	1
09007 Animal Welfare Check	0	1	0	0	0	0	0	1
09900 Follow Up/Investigation	1	2	3	3	4	3	2	18
09902 Civil Issues	0	0	1	0	0	0	0	1
09913 Door To Door Sales	0	0	1	0	0	0	0	1
35DU Traffic Contact-DUI Inv	1	0	0	0	0	0	0	1
REPO Repossession	0	1	0	0	0	0	0	1
S2T Safe2Tell	0	1	0	0	0	0	0	1
SEO Select Enforce Off Init	0	1	7	4	5	5	0	22
Wiggins Police Dept. Agency Total	14	28	35	35	34	26	17	189
Total	14	28	35	35	34	26	17	189

TOWN OF WIGGINS
COMBINED CASH INVESTMENT
APRIL 30, 2022

COMBINED CASH ACCOUNTS

01-10210	HIGH PLAINS-MAIN CHECKING	4,122,481.70
01-10750	UTILITY CASH CLEARING ACCOUNT	(53,480.79)
TOTAL COMBINED CASH		4,069,000.91
01-20200	ACCOUNTS PAYABLE	(5.90)
01-10100	CASH ALLOCATED TO OTHER FUNDS	(3,609,082.78)
TOTAL UNALLOCATED CASH		459,912.23

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,011,156.22
20	ALLOCATION TO WATER ENTERPRISE	863,974.30
30	ALLOCATION TO SEWER ENTERPRISE	1,113,996.33
40	ALLOCATION TO SALES TAX CAPITAL IMPROVEMENT	605,827.37
50	ALLOCATION TO CONSERVATION TRUST	14,128.56
TOTAL ALLOCATIONS TO OTHER FUNDS		3,609,082.78
ALLOCATION FROM COMBINED CASH FUND - 01-10100		(3,609,082.78)
ZERO PROOF IF ALLOCATIONS BALANCE		.00

TOWN OF WIGGINS
BALANCE SHEET
APRIL 30, 2022

GENERAL FUND

ASSETS

10-10100	CASH IN COMBINED CASH FUND	1,011,156.22	
10-10110	PETTY CASH (T. MANAGER)	44.30	
10-10120	PETTY CASH (T. CLERK)	808.39	
10-10240	CASH IN BANK COMM HALL FUND SA	18,812.96	
10-10250	COLOTRUST FUND	107.09	
10-10260	CASH IN USE TAX FUND	267,277.31	
10-10290	CD 1718--PERFORM DEP GDM DEVEL	253.80	
10-10310	CASH W/ COUNTY TREASURER	18,830.49	
10-10500	PROPERTY TAXES RECEIVABLE	403,665.00	
10-11500	ACCOUNTS RECEIVABLE	102,514.20	
	TOTAL ASSETS		1,823,469.76

LIABILITIES AND EQUITY

LIABILITIES

10-20200	ACCOUNTS PAYABLE	(8,176.36)	
10-20210	PAYABLE TO SCHOOL DISTRICT	8,708.72	
10-22210	DEFERRED PROPERTY TAX	403,665.00	
10-22710	FED/ FICA TAXES PAYABLE	(29,032.58)	
10-22720	STATE W/H TAXES PAYABLE	8,442.58	
10-22740	POLICE PENSION PAYABLE	7,000.65	
10-22760	DEFERRED COMP CONTRIB PAYABLE	(3,910.76)	
10-22770	UNEMPLOYMENT PAYABLE	(788.16)	
10-22820	HEALTH INSURANCE PAYABLE	(17,919.13)	
10-22830	LIFE INSURANCE PAYABLE	25.20	
10-22840	VISION INSURANCE PAYABLE	2,433.00	
10-25320	FUND BALANCE	1,393,524.25	
	TOTAL LIABILITIES		1,763,972.41

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	424,924.07		
BALANCE - CURRENT DATE		424,924.07	
TOTAL FUND EQUITY			424,924.07
TOTAL LIABILITIES AND EQUITY			2,188,896.48

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
10-31100 CURRENT PROPERTY TAX	.00	365,825.19	499,772.00	133,946.81	73.2
10-31200 SPECIFIC OWNERSHIP	.00	12,585.90	25,000.00	12,414.10	50.3
10-31300 1% TOWN SALES TAX	.00	63,955.32	200,000.00	136,044.68	32.0
10-31301 USE TAX	205.20	66,018.53	120,000.00	53,981.47	55.0
10-31420 CIGARETTE TAX	.00	882.74	1,800.00	917.26	49.0
10-31810 SEVERENCE TAX	.00	.00	6,500.00	6,500.00	.0
10-31820 FRANCHISE FEE-MORGAN CTY REA	2,318.00	4,609.00	8,000.00	3,391.00	57.6
10-31821 FRANCHISE FEE-XCEL ENERGY	1,436.44	6,163.02	8,000.00	1,836.98	77.0
10-31823 FRANCHISE FEE--BLUE LIGHTNING	920.94	1,825.40	2,750.00	924.60	66.4
10-32110 LIQUOR LICENSE (15%)	.00	.00	175.00	175.00	.0
10-32210 BUILDING PERMITS	767.00	46,973.49	50,000.00	3,026.51	94.0
10-33410 GRANTS (DOLA CARES ACT)	.00	100.00	.00	(100.00)	.0
10-33412 DOLA EIAF 2021	.00	.00	82,500.00	82,500.00	.0
10-33415 FEDERAL GRANT--ARP	.00	.00	146,160.00	146,160.00	.0
10-33430 MISCELLANEOUS FEES	.00	395.38	.00	(395.38)	.0
10-33530 HIGHWAY USERS TAX	.00	6,980.66	38,000.00	31,019.34	18.4
10-33550 ADDITIONAL MOTOR VEHICLE	.00	2,479.14	6,000.00	3,520.86	41.3
10-33800 ROAD & BRIDGE	.00	41,736.23	38,000.00	(3,736.23)	109.8
10-34210 SPECIAL POLICE SERVICES	28.47	33.47	.00	(33.47)	.0
10-34215 VIN INSPECTIONS	65.00	240.00	250.00	10.00	96.0
10-34220 BUILDING DEVELOPMENT REVIEW	.00	4,231.85	5,000.00	768.15	84.6
10-34221 BUILDING INSPECTION PLAN REV	.00	.00	1,000.00	1,000.00	.0
10-34283 SOFTBALL REG FEES	.00	.00	2,000.00	2,000.00	.0
10-34284 BASEBALL REG FEES	410.00	4,695.00	11,000.00	6,305.00	42.7
10-34286 VOLLEYBALL REG FEES	.00	.00	1,000.00	1,000.00	.0
10-34287 SOCCER REG FEES	50.00	3,190.00	1,500.00	(1,690.00)	212.7
10-34289 MISCELLANEOUS ACTIVITY FEES	.00	.00	2,000.00	2,000.00	.0
10-35110 COURT FINES-MUNICIPAL	965.00	9,385.00	30,000.00	20,615.00	31.3
10-36000 OTHER MISCELLANEOUS	.00	(1,250.00)	.00	1,250.00	.0
10-36010 DOG LICENSES/CLINIC	15.00	165.00	300.00	135.00	55.0
10-36011 BUSINESS LICENSES	20.00	3,870.90	3,500.00	(370.90)	110.6
10-36012 CONTRACTOR LICENSES	75.00	675.00	1,800.00	1,125.00	37.5
10-36013 GOLF CART LICENSES	25.00	245.00	150.00	(95.00)	163.3
10-36100 INTEREST ON SAVINGS	.00	4.64	10.00	5.36	46.4
10-36310 BUILDING & FARM RENT	.00	1,115.00	6,000.00	4,885.00	18.6
10-36420 REFUNDS	838.75	2,585.24	.00	(2,585.24)	.0
10-36500 CONTRIBUTIONS/DONATIONS	(1,000.00)	(800.00)	.00	800.00	.0
10-36511 GRANTS--LEAF	.00	700.00	.00	(700.00)	.0
10-36512 GRANTS--DUI	.00	2,200.00	.00	(2,200.00)	.0
10-36513 GRANTS--TRAINING	1,289.91	1,575.87	.00	(1,575.87)	.0
10-39160 TRANSFER FROM SALES TAX FUND	.00	.00	50,000.00	50,000.00	.0
10-39210 SALE OF FIXED ASSETS	.00	23,899.00	.00	(23,899.00)	.0
 TOTAL FUND REVENUE	 8,429.71	 677,290.97	 1,348,167.00	 670,876.03	 50.2

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENTAL</u>					
10-410-13 FINANCIAL AUDIT	.00	.00	9,000.00	9,000.00	.0
10-410-32 PROFESSIONAL SERVICES	3,084.86	6,405.04	15,000.00	8,594.96	42.7
10-410-34 CODIFICATION	.00	.00	12,000.00	12,000.00	.0
10-410-35 COPIER LEASE	.00	191.18	477.00	285.82	40.1
10-410-40 EMPLOYEE TRAINING	.00	938.00	5,000.00	4,062.00	18.8
10-410-41 TELEPHONE & INTERNET	.00	231.17	800.00	568.83	28.9
10-410-42 UTILITIES--ELECTRIC	67.96	288.44	3,000.00	2,711.56	9.6
10-410-43 OFFICE BLDG REPAIRS & MAINT	.00 (926.73)	2,000.00	2,926.73 (46.3)
10-410-44 POSTAGE METER LEASE	.00	.00	525.00	525.00	.0
10-410-45 UTILITES-GAS	.00	584.65	1,200.00	615.35	48.7
10-410-46 CELL PHONE	108.64	491.66	980.00	488.34	50.2
10-410-48 TRASH	.00	.00	270.00	270.00	.0
10-410-52 INSURANCE & BONDS	21,148.44	22,126.08	25,000.00	2,873.92	88.5
10-410-54 ADVERTISING	.00	500.00	250.00 (250.00)	200.0
10-410-55 POSTAGE & SHIPPING	.00	125.64	1,500.00	1,374.36	8.4
10-410-58 TRAVEL & MEETINGS	.00	799.76	3,500.00	2,700.24	22.9
10-410-61 OPERATING SUPPLIES	.00	1,054.59	10,000.00	8,945.41	10.6
10-410-68 COPIER EXPENSE	.00	273.88	600.00	326.12	45.7
10-410-70 IT SUPPORT	.00	23.98	15,000.00	14,976.02	.2
10-410-71 COMPUTER SOFTWARE	168.14	1,602.23	3,000.00	1,397.77	53.4
10-410-90 DUES & SUBSCRIPTIONS	.00	20.00	2,500.00	2,480.00	.8
10-410-91 NEWSLETTERS & PUBLICATIONS	.00	702.37	.00 (702.37)	.0
TOTAL GENERAL GOVERNMENTAL	24,578.04	35,431.94	111,602.00	76,170.06	31.8
<u>ADMINISTRATION DEPARTMENT</u>					
10-411-15 ADMINISTRATION DEPT EMPLOYEES	.00	21,251.22	86,649.00	65,397.78	24.5
10-411-20 EMPLOYEE BENEFITS	.00	2,369.61	13,847.00	11,477.39	17.1
10-411-22 FICA & MEDICARE	.00	1,609.20	6,629.00	5,019.80	24.3
10-411-23 457 RETIREMENT	.00	851.28	6,190.00	5,338.72	13.8
10-411-25 UNEMPLOYMENT INS	.00	39.61	254.00	214.39	15.6
10-411-26 WORKERS' COMPENSATION	7.46	104.46	150.00	45.54	69.6
10-411-27 EMPLOYEE APPRECIATION	.00	.00	1,000.00	1,000.00	.0
10-411-28 TA VEHICLE STIPEND	.00	.00	1,000.00	1,000.00	.0
TOTAL ADMINISTRATION DEPARTMENT	7.46	26,225.38	115,719.00	89,493.62	22.7

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>JUDICIAL DEPARTMENT</u>					
10-412-00 CONTRACT-JUDGE	312.50	1,562.50	3,600.00	2,037.50	43.4
10-412-01 CONTRACT-TOWN PROSECUTOR	.00	750.00	3,000.00	2,250.00	25.0
10-412-35 COPIER LEASE	.00	114.71	125.00	10.29	91.8
10-412-41 TELEPHONE & INTERNET	.00	.00	100.00	100.00	.0
10-412-55 POSTAGE	.00	57.42	50.00	(7.42)	114.8
10-412-61 OFFICE SUPPLIES	.00	33.14	150.00	116.86	22.1
10-412-68 COPIER EXPENSE	.00	.00	200.00	200.00	.0
10-412-70 IT SUPPORT	.00	.00	100.00	100.00	.0
10-412-71 COMPUTER SOFTWARE	.00	.00	200.00	200.00	.0
TOTAL JUDICIAL DEPARTMENT	312.50	2,517.77	7,525.00	5,007.23	33.5
<u>MAYOR & LEGISLATIVE BOARDS</u>					
10-413-10 MAYOR COMPENSATION	.00	600.00	2,400.00	1,800.00	25.0
10-413-11 BOARD OF TRUSTEES COMPENSATION	.00	720.00	2,880.00	2,160.00	25.0
10-413-12 BOARD OF TRUSTEES APPRECIATION	.00	.00	500.00	500.00	.0
10-413-22 FICA & MEDICARE	.00	100.98	404.00	303.02	25.0
10-413-26 WORKER'S COMPENSATION	7.46	28.46	140.00	111.54	20.3
10-413-40 BOARD OF TRUSTEES TRAINING	.00	.00	3,000.00	3,000.00	.0
10-413-51 E & O INSURANCE	.00	3,084.63	2,000.00	(1,084.63)	154.2
10-413-58 BOARD TRAVEL & MEETINGS	210.00	210.00	5,000.00	4,790.00	4.2
10-413-71 COMPUTER SOFTWARE	168.14	168.14	.00	(168.14)	.0
10-413-90 DUES & SUBSCRIPTIONS	.00	.00	2,500.00	2,500.00	.0
TOTAL MAYOR & LEGISLATIVE BOARDS	385.60	4,912.21	18,824.00	13,911.79	26.1
<u>ELECTIONS</u>					
10-414-00 ELECTIONS	.00	1,544.05	3,000.00	1,455.95	51.5
TOTAL ELECTIONS	.00	1,544.05	3,000.00	1,455.95	51.5
<u>TREASURER'S OFFICE</u>					
10-415-15 COLLECTIONS (TREASURERS FEE)	.00	7,316.51	8,000.00	683.49	91.5
10-415-30 TOWN LEGAL	.00	15,394.00	35,000.00	19,606.00	44.0
10-415-40 REPORTING & PUBLISHING	.00	79.12	1,200.00	1,120.88	6.6
TOTAL TREASURER'S OFFICE	.00	22,789.63	44,200.00	21,410.37	51.6

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ECONOMIC DEVELOPMENT</u>						
10-416-50	ECONOMIC DEVELOPMENT	.00	.00	20,000.00	20,000.00	.0
10-416-51	MEMBERSHP FEE/DUES	.00	.00	4,500.00	4,500.00	.0
	TOTAL ECONOMIC DEVELOPMENT	.00	.00	24,500.00	24,500.00	.0
<u>COMMUNITY DEVELOPMENT</u>						
10-417-30	COMMUNITY MEETING	.00	.00	1,000.00	1,000.00	.0
10-417-35	COPIER LEASE	.00	.00	95.00	95.00	.0
10-417-44	POSTAGE	.00	.00	105.00	105.00	.0
10-417-55	POSTAGE MACHINE LEASE	.00	.00	500.00	500.00	.0
10-417-61	OFFICE SUPPLIES	.00	.00	120.00	120.00	.0
10-417-63	ABATEMENT	.00	.00	500.00	500.00	.0
10-417-68	COPIER EXPENSE	.00	.00	120.00	120.00	.0
10-417-70	IT SUPPORT	.00	.00	200.00	200.00	.0
10-417-71	COMPUTER SOFTWARE	168.14	168.14	100.00	(68.14)	168.1
10-417-85	CODE ENFORCEMENT	.00	.00	500.00	500.00	.0
10-417-91	NEWSLETTER	.00	.00	2,100.00	2,100.00	.0
	TOTAL COMMUNITY DEVELOPMENT	168.14	168.14	5,340.00	5,171.86	3.2
<u>PLANNING & ZONING</u>						
10-418-30	LEGAL/ENGINEERING SUPPORT	.00	.00	3,500.00	3,500.00	.0
10-418-35	COPIER LEASE	.00	.00	95.00	95.00	.0
10-418-40	STAFF TRAINING	.00	.00	1,000.00	1,000.00	.0
10-418-41	TELEPHONE & INTERNET	.00	.00	425.00	425.00	.0
10-418-44	POSTAGE	.00	12.00	105.00	93.00	11.4
10-418-49	COMMISSION TRAINING	.00	.00	500.00	500.00	.0
10-418-51	MEMBERSHIPS/PUBLICATIONS	.00	.00	200.00	200.00	.0
10-418-54	NOTICES/PUBLICATION	.00	137.88	1,000.00	862.12	13.8
10-418-55	POSTAGE	.00	.00	420.00	420.00	.0
10-418-61	OFFICE SUPPLIES	.00	35.40	50.00	14.60	70.8
10-418-68	COPIER EXPENSE	.00	.00	100.00	100.00	.0
10-418-70	IT SUPPORT	.00	.00	100.00	100.00	.0
10-418-71	COMPUTER SOFTWARE	168.14	168.14	100.00	(68.14)	168.1
10-418-93	COMPREHENSIVE PLAN	.00	.00	82,500.00	82,500.00	.0
10-418-94	ZONING MAP	.00	.00	5,000.00	5,000.00	.0
10-418-97	LAND DEVELOPMENT CODE	.00	.00	37,500.00	37,500.00	.0
10-418-98	IMPACT FEE STUDY	.00	.00	30,000.00	30,000.00	.0
	TOTAL PLANNING & ZONING	168.14	353.42	162,595.00	162,241.58	.2

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY PROGRAMS</u>					
10-419-00 FOURTH OF JULY FESTIVAL	200.00	274.49	20,000.00	19,725.51	1.4
10-419-01 WIGGINS OLD TIME CHRISTMAS	200.00	5,658.22	4,000.00	(1,658.22)	141.5
10-419-02 FALL HARVEST FEST	.00	.00	4,000.00	4,000.00	.0
10-419-05 BUSINESS DIST BEAUTIFICATION	.00	93.48	2,000.00	1,906.52	4.7
10-419-10 EVENTS COORINATOR	.00	.00	25,000.00	25,000.00	.0
10-419-20 DONATIONS	.00	.00	10,000.00	10,000.00	.0
10-419-50 ECONOMIC DEVELOPMENT	.00	81.45	.00	(81.45)	.0
10-419-58 COMMUNITY MEETING	.00	.00	2,000.00	2,000.00	.0
10-419-62 MAIN STREET PROGRAMS	.00	.00	20,000.00	20,000.00	.0
10-419-65 TREES/TREE PLANTING	.00	.00	2,000.00	2,000.00	.0
10-419-66 PLANTERS	.00	.00	1,500.00	1,500.00	.0
10-419-91 NEWSLETTER/EVENT POSTCARD	.00	.00	1,200.00	1,200.00	.0
10-419-99 OTHER MISCELLANEOUS	.00	63.98	.00	(63.98)	.0
 TOTAL COMMUNITY PROGRAMS	 400.00	 6,171.62	 91,700.00	 85,528.38	 6.7

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
10-421-02 CONTRACT SERVICES	554.00	788.00	3,600.00	2,812.00	21.9
10-421-04 EQUIPMENT	.00	1,902.41	45,250.00	43,347.59	4.2
10-421-15 POLICE SALARIES	.00	31,421.00	179,727.00	148,306.00	17.5
10-421-20 EMPLOYEE BENEFITS	.00	4,336.80	28,649.00	24,312.20	15.1
10-421-21 VEHICLE/MOBILE EQUIPMENT	.00	39.95	6,000.00	5,960.05	.7
10-421-22 FICA & MEDICARE	.00	475.63	13,749.00	13,273.37	3.5
10-421-23 PENSION-FPPA	.00	2,899.21	16,175.00	13,275.79	17.9
10-421-24 DEATH & DISABILITY-FPPA	.00	205.79	2,876.00	2,670.21	7.2
10-421-25 UNEMPLOYMENT INSURANCE	.00	57.39	539.00	481.61	10.7
10-421-26 WORKERS' COMPENSATION	7.46	1,923.96	7,510.00	5,586.04	25.6
10-421-28 FARM HOUSE UTILITIES-GAS & ELC	195.13	1,270.94	.00	(1,270.94)	.0
10-421-29 UNIFORMS	1,234.56	1,404.53	3,000.00	1,595.47	46.8
10-421-30 PROFESSIONAL LEGAL SERVICES	.00	.00	1,000.00	1,000.00	.0
10-421-35 COPIER LEASE	.00	38.24	95.00	56.76	40.3
10-421-40 TRAINING	.00	2,882.30	3,000.00	117.70	96.1
10-421-41 TELEPHONE & INTERNET	108.66	108.66	2,735.00	2,626.34	4.0
10-421-42 COM CENTER PHONE LINE	.00	76.24	1,821.00	1,744.76	4.2
10-421-43 REPAIRS AND MAINTENANCE (AUTO)	(1.00)	365.72	5,525.00	5,159.28	6.6
10-421-44 UTILITIES-ELECTRIC	67.96	288.45	750.00	461.55	38.5
10-421-45 UTILITIES-GAS	.00	461.78	400.00	(61.78)	115.5
10-421-46 CELL PHONE	.00	532.50	350.00	(182.50)	152.1
10-421-48 TRASH	.00	.00	270.00	270.00	.0
10-421-49 OTHER MISCELLANEOUS	.00	46.78	1,000.00	953.22	4.7
10-421-52 INSURANCE & BONDS	1,037.00	5,359.91	25,000.00	19,640.09	21.4
10-421-55 PRINTING	.00	745.00	800.00	55.00	93.1
10-421-61 OFFICE/GEN OPERATING SUPPLIES	.00	374.53	1,000.00	625.47	37.5
10-421-62 FUEL	.00	865.11	8,500.00	7,634.89	10.2
10-421-64 CRIME PREVENTION	.00	12.50	500.00	487.50	2.5
10-421-68 COPIER EXPENSE	.00	.00	100.00	100.00	.0
10-421-70 IT SUPPORT	.00	8.95	2,500.00	2,491.05	.4
10-421-71 COMPUTER SOFTWARE	180.15	180.15	9,760.00	9,579.85	1.9
10-421-72 AMUNITION	.00	.00	1,700.00	1,700.00	.0
10-421-73 LEXIPOLE	.00	.00	2,239.00	2,239.00	.0
10-421-85 ANIMAL CONTROL	.00	.00	100.00	100.00	.0
10-421-90 MEMBERSHIP DUES	.00	50.00	253.00	203.00	19.8
TOTAL POLICE DEPARTMENT	3,383.92	59,122.43	376,473.00	317,350.57	15.7
<u>BUILDING INSPECTION DEPARTMENT</u>					
10-424-20 BUILDING INSPECTIONS MATERIALS	.00	128.44	1,000.00	871.56	12.8
10-424-30 DEVELOPMENT REVIEW MISC EXP	.00	.00	5,000.00	5,000.00	.0
10-424-31 COMMERCIAL BUILDING REVIEW	.00	9,874.84	5,000.00	(4,874.84)	197.5
10-424-32 RESIDENTIAL BUILDING REVIEW	.00	10,960.60	5,000.00	(5,960.60)	219.2
10-424-40 EMPLOYEE TRAINING	.00	.00	2,000.00	2,000.00	.0
TOTAL BUILDING INSPECTION DEPARTMEN	.00	20,963.88	18,000.00	(2,963.88)	116.5

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS ADMINISTRATION</u>					
10-430-11 SALARY - PW MAINTENANCE(1)	.00	19,420.27	30,779.00	11,358.73	63.1
10-430-12 SALARY-PW MAINTENANCE(2)	.00	487.00	.00 (487.00)	.0
10-430-15 SALARY-PW SEASONAL (MOWING)	.00	368.82	6,000.00	5,631.18	6.2
10-430-16 PW EMPLOYEES-FULL TIME	.00	.00	32,718.00	32,718.00	.0
10-430-20 EMPLOYEE BENEFITS - PW	.00	1,084.20	13,857.00	12,772.80	7.8
10-430-22 FICA & MEDICARE	.00	1,470.57	4,493.00	3,022.43	32.7
10-430-23 457 RETIREMENT	.00	191.22	1,603.00	1,411.78	11.9
10-430-25 UNEMPLOYMENT INSURANCE - PW	.00	40.80	181.00	140.20	22.5
10-430-26 WORKERS' COMPENSATION - PW	7.46	1,036.46	8,250.00	7,213.54	12.6
TOTAL PUBLIC WORKS ADMINISTRATION	7.46	24,099.34	97,881.00	73,781.66	24.6
<u>PUBLIC WORKS & STREETS DEPT</u>					
10-431-00 UNIFORMS - PW	.00	659.61	3,500.00	2,840.39	18.9
10-431-20 REPAIRS-EQUIPMENT & VEHICLES	.00	5,432.57	9,500.00	4,067.43	57.2
10-431-21 STREETS-SIGNS & MATERIAL	.00	949.99	10,000.00	9,050.01	9.5
10-431-22 REPAIRS & MAINTENANCE-STREETS	.00	8,720.68	.00 (8,720.68)	.0
10-431-23 EQUIPMENT RENTAL	.00	.00	200.00	200.00	.0
10-431-24 REPAIRS & MAINTENANCE-STREETS	.00	33.96	10,000.00	9,966.04	.3
10-431-25 FARM HOUSE MAINT	.00	301.03	1,000.00	698.97	30.1
10-431-28 FARM HOUSE UTILITIES	.00	.00	2,700.00	2,700.00	.0
10-431-35 COPIER LEASE	.00	38.24	95.00	56.76	40.3
10-431-39 GIS	.00	.00	250.00	250.00	.0
10-431-40 EMPLOYEE TRAINING	.00	.00	2,500.00	2,500.00	.0
10-431-41 UTILITIES - ELECTRIC	90.82	357.00	1,500.00	1,143.00	23.8
10-431-43 BUIDING MAINT	.00	823.15	3,000.00	2,176.85	27.4
10-431-45 UTILITIES-GAS	.00	584.65	1,200.00	615.35	48.7
10-431-46 CELL PHONE	36.22	373.10	975.00	601.90	38.3
10-431-47 TELEPHONE & INTERNET	.00	231.17	800.00	568.83	28.9
10-431-48 TRASH	.00	.00	540.00	540.00	.0
10-431-52 INSURANCE - PW	746.64	3,935.88	9,611.00	5,675.12	41.0
10-431-55 POSTAGE & SHIPPING-PW	.00	18.53	.00 (18.53)	.0
10-431-60 STREET LIGHTING - PW	900.29	2,665.25	9,600.00	6,934.75	27.8
10-431-61 OFFICE SUPPLIES	.00	.00	1,400.00	1,400.00	.0
10-431-62 FUEL - PW	.00	3,778.32	8,500.00	4,721.68	44.5
10-431-63 CONTRACT REFUSE REMOVAL - PW	.00	747.00	2,000.00	1,253.00	37.4
10-431-64 LEVEE REPAIR & MAINT	389.49	389.49	.00 (389.49)	.0
10-431-65 TREE PROGRAM	.00	.00	1,500.00	1,500.00	.0
10-431-66 PEST/WEED CONTROL - PW	.00	.00	1,600.00	1,600.00	.0
10-431-68 COPIER EXPENSE	.00	.00	78.00	78.00	.0
10-431-70 IT SUPPORT	.00	.00	2,500.00	2,500.00	.0
10-431-71 COMPUTER SOFTWARE	180.15	180.15	424.00	243.85	42.5
10-431-74 EQUIPMENT- CAPITAL OUTLAY	.00	.00	2,250.00	2,250.00	.0
10-431-99 OTHER MISCELLANEOUS - PW	27.93	2,826.60	.00 (2,826.60)	.0
TOTAL PUBLIC WORKS & STREETS DEPT	2,371.54	33,046.37	87,223.00	54,176.63	37.9

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORMWATER</u>					
10-432-59 STORMWATER ENGINEERING/DESIGN	.00	.00	5,000.00	5,000.00	.0
10-432-60 STORMWATER CONSTRUCTION	.00	.00	50,000.00	50,000.00	.0
10-432-61 RETENTION/DETENTION POND MAINT	.00	.00	5,000.00	5,000.00	.0
10-432-62 CULVERT/DITCH MAINT	.00	.00	1,000.00	1,000.00	.0
10-432-63 3RD AVE STORM LIFT STATION	.00	.00	1,000.00	1,000.00	.0
10-432-64 STREET SWEEPING	.00	.00	500.00	500.00	.0
10-432-65 LEVEE REPAIR & MAINT	.00	.00	2,000.00	2,000.00	.0
TOTAL STORMWATER	.00	.00	64,500.00	64,500.00	.0
<u>PARK & RECREATION</u>					
10-451-11 SALARIES - P&R DIRECTOR (SEAS)	.00	.00	17,991.00	17,991.00	.0
10-451-12 SALARIES - SUMMER HELP (SEAS)	.00	1,780.36	16,141.00	14,360.64	11.0
10-451-16 SALARIES-PW FULL-TIME	.00	.00	5,006.00	5,006.00	.0
10-451-22 FICA P&R	.00	136.22	641.00	504.78	21.3
10-451-25 UNEMPLOYMENT INSURANCE	.00	3.14	25.00	21.86	12.6
10-451-26 WORKERS' COMPENSATION	7.45	521.70	1,500.00	978.30	34.8
10-451-30 SPECIAL EVENTS - P&R	.00	.00	1,000.00	1,000.00	.0
10-451-38 CELL PHONE	36.22	319.00	490.00	171.00	65.1
10-451-39 TELEPHONE & INTERNET	.00	231.17	1,200.00	968.83	19.3
10-451-40 TRAINING	.00	.00	1,000.00	1,000.00	.0
10-451-41 UTILITIES - ELECTRIC	1,128.09	2,634.63	12,000.00	9,365.37	22.0
10-451-43 PARK REPAIR AND MAINTENANCE	159.99	2,478.48	15,000.00	12,521.52	16.5
10-451-44 CAPITAL OUTLAY - PARKS	.00	.00	15,000.00	15,000.00	.0
10-451-48 TRASH	.00	.00	800.00	800.00	.0
10-451-55 NEWSLETTERS/POSTCARDS	.00	.00	1,200.00	1,200.00	.0
10-451-60 BACKGROUNDCHECKS	.00	.00	735.00	735.00	.0
10-451-61 OPERATING SUPPLIES - P&R	654.81	3,003.68	4,500.00	1,496.32	66.8
10-451-62 PARKS & RECREATION PROGRAMS	.00	350.00	3,000.00	2,650.00	11.7
10-451-70 IT SUPPORT	.00	.00	100.00	100.00	.0
10-451-71 COMPUTER SOFTWARE	168.14	343.14	2,100.00	1,756.86	16.3
10-451-83 SOFTBALL	.00	.00	2,000.00	2,000.00	.0
10-451-84 BASEBALL	842.50	1,355.26	10,100.00	8,744.74	13.4
10-451-86 VOLLEYBALL	.00	.00	1,000.00	1,000.00	.0
10-451-87 SOCCER	.00	1,863.94	1,200.00	(663.94)	155.3
10-451-88 SUMMER ACTIVITY	.00	.00	2,000.00	2,000.00	.0
10-451-90 UNIFORMS & EQUIPMENT P&R	.00	.00	500.00	500.00	.0
10-451-92 PARK CONCESSION EXPENSE	.00	.00	100.00	100.00	.0
10-451-93 MEMBERSHIP/PUBLICATIONS	.00	.00	200.00	200.00	.0
TOTAL PARK & RECREATION	2,997.20	15,020.72	116,529.00	101,508.28	12.9
TOTAL FUND EXPENDITURES	34,780.00	252,366.90	1,345,611.00	1,093,244.10	18.8
NET REVENUE OVER EXPENDITURES	(26,350.29)	424,924.07	2,556.00	(422,368.07)	16624.

TOWN OF WIGGINS
BALANCE SHEET
APRIL 30, 2022

WATER ENTERPRISE

ASSETS

20-10100	CASH IN COMBINED CASH FUND	863,974.30	
20-10120	CASH ON HAND	50.00	
20-10210	WATER ENTERPRISE CLEARING ACCT	7,603.69	
20-10250	COLOTRUST-WATER FUND	107.09	
20-10251	HIGH PLAINS WATER ENTPR FUND	182,762.69	
20-10260	COLOTRUST - DEVELOPMENT FEES	107.16	
20-10261	2011 USDA DEBT SERV RESERVE	101,257.85	
20-10262	2013 USDA DEBT SERV RESERVE	154,570.61	
20-10270	COLOTRUST-WATER BOND ACCOUNT	22.11	
20-10271	63.23% BOTW DEBT SERVICE	18,577.18	
20-10273	2020 BOTW LOAN--SINKING FUND	365,497.25	
20-10280	COLOTRUST-WATER BOND RESERVE	108.09	
20-10281	BANK OF THE WEST WTR RESRVS	21,295.09	
20-10282	2020 BOTW LOAN--D.S. RESERVE	255,883.59	
20-10290	OPERATION & MAINTENANCE FUND	107.15	
20-11500	ACCOUNTS RECEIVABLE	53,255.39	
20-14000	CWCB LOAN PROCEEDS ESCROW	1,133,775.50	
20-16100	LAND	661,549.57	
20-16200	WATER RIGHTS	4,916,334.11	
20-16300	CONSTRUCTION IN PROGRESS	46,000.00	
20-16400	PLANT EQUIPMENT	7,346,946.20	
20-16401	OTHER EQUIPMENT	28,834.06	
20-16410	ACCUMULATED DEPRECIATION	(1,642,525.25)	
	TOTAL ASSETS		14,516,093.43

LIABILITIES AND EQUITY

LIABILITIES

20-20200	ACCOUNTS PAYABLE	12,795.00	
20-20300	ACCRUED COMPENSATED ABSENCES	3,946.96	
20-20301	ACCR'D COMP ABS--CURR. PORTION	986.74	
20-20400	ACCRUED INTEREST PAYABLE	137,407.82	
20-22530	2013 USDA	481,333.12	
20-22540	REVENUE BOND PAYABLE-REA	2,783,729.68	
20-22550	BOTW LOAN--63.23% WATER	1,827,739.03	
20-22600	CAPITAL LEASES PAYABLE	262,928.57	
20-22650	2017 CWCB NOTE PAYABLE	2,408,850.00	
20-22900	CUSTOMER DEPOSIT LIABILITY	36,864.00	
	TOTAL LIABILITIES		7,956,580.92

FUND EQUITY

20-27900	RETAINED EARNINGS	6,232,405.58	
	UNAPPROPRIATED FUND BALANCE:		
20-29001	SUSPENSE	265,496.31	
	REVENUE OVER EXPENDITURES - YTD	131,339.26	
	BALANCE - CURRENT DATE	396,835.57	

TOWN OF WIGGINS
BALANCE SHEET
APRIL 30, 2022

WATER ENTERPRISE

TOTAL FUND EQUITY	<hr/>	6,629,241.15
TOTAL LIABILITIES AND EQUITY		<hr/> <hr/>
		14,585,822.07

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
20-34000 WATER SALES	332.50	175,392.94	882,000.00	706,607.06	19.9
20-34001 CUSTOMER DEPOSITS	.00	445.00	35,000.00	34,555.00	1.3
20-34002 BULK WATER SALES	512.00	1,686.60	3,000.00	1,313.40	56.2
20-34440 TAP FEES & ACQUISITION FEES	.00	175,000.00	800,000.00	625,000.00	21.9
20-34450 MISCELLANEOUS WATER INCOME	35.00	2,935.00	15,000.00	12,065.00	19.6
20-36000 WATER DEVELOPMENT CONTRIBUTION	.00	300.00	.00	(300.00)	.0
20-36001 RENTAL INCOME	.00	.00	12,000.00	12,000.00	.0
20-36100 INTEREST EARNED	.00	108.14	.00	(108.14)	.0
TOTAL FUND REVENUE	879.50	355,867.68	1,747,000.00	1,391,132.32	20.4

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROFESSIONAL SERVICES</u>					
20-410-13 FINANCIAL AUDIT	.00	.00	4,000.00	4,000.00	.0
20-410-30 LEGAL SERVICE	.00	.00	5,000.00	5,000.00	.0
20-410-31 WATER RIGHTS EXPENSES	.00	29,495.50	95,000.00	65,504.50	31.1
20-410-32 PROFESSIONAL SERVICES	3,127.07	31,659.11	90,000.00	58,340.89	35.2
20-410-33 POSTAGE	.00	168.20	2,000.00	1,831.80	8.4
20-410-34 WATER DEPOSIT REFUND	.00	.00	1,000.00	1,000.00	.0
20-410-38 PROFESSIONAL SERVICES	.00	.00	10,000.00	10,000.00	.0
20-410-40 TRAVEL, MEETINGS, & TRAINING	.00	.00	4,000.00	4,000.00	.0
20-410-44 POSTAGE MACHINE LEASE	.00	.00	105.00	105.00	.0
20-410-59 DESIGN/SYSTEM ENGINEERING	.00	.00	5,000.00	5,000.00	.0
TOTAL PROFESSIONAL SERVICES	3,127.07	61,322.81	216,105.00	154,782.19	28.4
<u>WATER ADMINISTRATION</u>					
20-411-12 EMPLOYEE SALARY-ADMINISTRATION	.00	.00	65,793.00	65,793.00	.0
20-411-15 ADMINISTRATION DEPT EMPLOYEES	.00	16,804.80	.00	(16,804.80)	.0
20-411-20 EMPLOYEE BENEFITS	.00	1,644.33	10,505.00	8,860.67	15.7
20-411-22 FICA & MEDICARE	.00	1,266.30	5,033.00	3,766.70	25.2
20-411-23 457 RETIREMENT	.00	753.54	5,116.00	4,362.46	14.7
20-411-25 UNEMPLOYMENT INSURANCE	.00	28.92	197.00	168.08	14.7
20-411-26 WORKERS' COMPENSATION	7.45	7.45	145.00	137.55	5.1
20-411-72 UTILITY BILLING SOFTWARE EXP	.00	.00	2,920.00	2,920.00	.0
TOTAL WATER ADMINISTRATION	7.45	20,505.34	89,709.00	69,203.66	22.9
<u>PUBLIC WORKS ADMINISTRATION</u>					
20-430-11 SALARY-PW MAINTENANCE	.00	3,187.74	30,040.00	26,852.26	10.6
20-430-15 EMPL SALARY-PW P/T SEASONAL	.00	.00	1,950.00	1,950.00	.0
20-430-20 EMPLOYEE BENEFITS	.00	542.10	5,730.00	5,187.90	9.5
20-430-22 FICA & MEDICARE	.00	203.58	2,298.00	2,094.42	8.9
20-430-23 457 RETIREMENT	.00	95.64	901.00	805.36	10.6
20-430-25 UNEMPLOYMENT INSURANCE	.00	5.72	90.00	84.28	6.4
20-430-26 WORKERS' COMPENSATION	.00	354.75	3,345.00	2,990.25	10.6
TOTAL PUBLIC WORKS ADMINISTRATION	.00	4,389.53	44,354.00	39,964.47	9.9
<u>SUPPLIES</u>					
20-431-22 EQUIPMENT REPAIRS AND MAINT	.00	.00	5,000.00	5,000.00	.0
20-431-62 FUEL	.00	53.06	6,000.00	5,946.94	.9
20-431-75 VEHICLE REPAIR	.00	.00	5,000.00	5,000.00	.0
TOTAL SUPPLIES	.00	53.06	16,000.00	15,946.94	.3

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATIONS</u>					
20-432-00 LINE MAINTENANCE	.00	.00	2,500.00	2,500.00	.0
20-432-05 UTILITY LOCATE EXPENSE	.00	191.57	.00	(191.57)	.0
20-432-30 CONTRACT OPERATOR	.00	800.00	6,000.00	5,200.00	13.3
20-432-35 COPIER LEASE	.00	191.18	477.00	285.82	40.1
20-432-37 ANALYTICAL/SAMPLING EXPENSE	503.70	6,411.65	12,000.00	5,588.35	53.4
20-432-39 GIS	.00	.00	1,125.00	1,125.00	.0
20-432-40 TELEPHONE & INTERNET	.00	461.21	800.00	338.79	57.7
20-432-41 UTILITIES-ELECTRIC	3,611.03	14,167.95	70,000.00	55,832.05	20.2
20-432-45 UTILITIES-GAS	.00	1,004.75	500.00	(504.75)	201.0
20-432-46 CELL PHONE	.00	.00	764.00	764.00	.0
20-432-48 TRASH	.00	.00	100.00	100.00	.0
20-432-49 UTILITIES-PROPANE	.00	4,167.06	100.00	(4,067.06)	4167.1
20-432-50 PERMIT FEES	.00	.00	300.00	300.00	.0
20-432-52 INSURANCE AND BONDS	414.80	5,111.14	8,000.00	2,888.86	63.9
20-432-53 BOOSTER STATION MAINTENANCE	.00	.00	12,000.00	12,000.00	.0
20-432-54 WATER MAIN INSTALLATION EXP	439.73	439.73	7,500.00	7,060.27	5.9
20-432-55 METER INSTALL EXPENSE	537.14	6,757.80	30,000.00	23,242.20	22.5
20-432-56 MAINTENANCE (PLANT) RO	3,295.85	5,623.87	15,000.00	9,376.13	37.5
20-432-57 TREATMENT/OPERATING SUPPLIES	.00	372.00	7,500.00	7,128.00	5.0
20-432-59 WATER WELL MAINTENANCE	.00	158.43	1,000.00	841.57	15.8
20-432-61 OFFICE SUPPLIES	.00	.00	1,500.00	1,500.00	.0
20-432-68 COPIER EXPENSE	.00	282.18	390.00	107.82	72.4
20-432-70 IT SUPPORT	.00	.00	500.00	500.00	.0
20-432-85 WATER LEASES	.00	.00	70,000.00	70,000.00	.0
20-432-87 EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
20-432-90 CAPITAL IMPROVEMENT PROJECT	.00	.00	100,000.00	100,000.00	.0
20-432-99 OTHER MISCELLANEOUS EXPENSE	.00	4,304.94	1,000.00	(3,304.94)	430.5
TOTAL OPERATIONS	8,802.25	50,445.46	354,056.00	303,610.54	14.3
<u>DEBT SERVICE</u>					
20-471-09 LOAN PMT-CWCB	.00	.00	45,000.00	45,000.00	.0
20-471-11 LOAN PAYMENT-USDA	.00	.00	147,000.00	147,000.00	.0
20-471-12 LEASE/PURCHASE PAYMTS-KAMMERER	3,510.42	17,552.10	42,125.00	24,572.90	41.7
20-471-13 BOTW SINKING FUND PYMT	.00	.00	40,000.00	40,000.00	.0
20-471-14 BOTW INTEREST PYMT	.00	70,260.12	95,000.00	24,739.88	74.0
TOTAL DEBT SERVICE	3,510.42	87,812.22	369,125.00	281,312.78	23.8
TOTAL FUND EXPENDITURES	15,447.19	224,528.42	1,089,349.00	864,820.58	20.6
NET REVENUE OVER EXPENDITURES	(14,567.69)	131,339.26	657,651.00	526,311.74	20.0

TOWN OF WIGGINS
BALANCE SHEET
APRIL 30, 2022

SEWER ENTERPRISE

ASSETS

30-10100	CASH IN COMBINED CASH FUND	1,113,996.33	
30-10250	COLOTRUST FUND	107.09	
30-10251	HIGH PLAINS SEWER ENTPR FUND	63,637.18	
30-10260	COLOTRUST SEWER PROJECT	107.09	
30-10271	36.77% BOTW DEBT SERVICE	12,139.45	
30-10273	2020 BOTW LOAN--SINKING FUND	212,546.75	
30-10282	2020 BOTW LOAN--D.S. RESERVE	148,803.41	
30-10290	CD 1726--STORM SEWER WGNS SCH	12,131.28	
30-11500	ACCOUNTS RECEIVABLE	21,730.65	
30-16100	LAND	821,659.00	
30-16200	BUILDINGS	130,310.00	
30-16300	CONSTRUCTION IN PROGRESS	22,867.50	
30-16400	EQUIPMENT	2,118,488.31	
30-16401	OTHER EQUIPMENT	25,098.72	
30-16410	ACCUMULATED DEPRECIATION-EQ	(717,624.34)	
TOTAL ASSETS			<u><u>3,985,998.42</u></u>

LIABILITIES AND EQUITY

LIABILITIES

30-20200	ACCOUNTS PAYABLE	(34,436.57)	
30-20300	ACCRUED COMPENSATED ABSENCES	3,946.96	
30-20301	ACCR'D COMP ABS--CURR. PORTION	986.74	
30-20400	ACCRUED INTEREST PAYABLE	11,663.59	
30-22550	BOTH 36.77% SEWER LOAN	1,062,880.97	
30-22900	CUSTOMER DEPOSIT LIABILITY	7,273.00	
30-22905	DEVELOPER PERFORMANCE DEPOSIT	11,750.00	
TOTAL LIABILITIES			1,064,064.69

FUND EQUITY

30-27900	RETAINED EARNINGS	2,754,631.27	
UNAPPROPRIATED FUND BALANCE:			
30-29001	SUSPENSE	143,184.75	
	REVENUE OVER EXPENDITURES - YTD	<u>23,944.19</u>	
BALANCE - CURRENT DATE		<u>167,128.94</u>	
TOTAL FUND EQUITY			<u><u>2,921,760.21</u></u>
TOTAL LIABILITIES AND EQUITY			<u><u>3,985,824.90</u></u>

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

SEWER ENTERPRISE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	REVENUES					
30-33420	DOLA GRANT	.00	.00	155,000.00	155,000.00	.0
30-34000	SEWER SALES	.00	63,177.81	248,400.00	185,222.19	25.4
30-34001	CUSTOMER DEPOSITS	.00	130.00	35,000.00	34,870.00	.4
30-34440	TAP FEES	.00	78,000.00	320,000.00	242,000.00	24.4
30-36100	INTEREST EARNED	.00	15.68	.00	(15.68)	.0
30-39110	TRANSFER FROM SALES TAX FUND	.00	.00	85,000.00	85,000.00	.0
	TOTAL FUND REVENUE	.00	141,323.49	843,400.00	702,076.51	16.8

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROFESSIONAL SERVICES</u>					
30-410-13 FINANCIAL AUDIT	.00	.00	8,000.00	8,000.00	.0
30-410-30 LEGAL SERVICE	.00	.00	500.00	500.00	.0
30-410-32 PROFESSIONAL SERVICES	3,127.07	6,465.16	15,000.00	8,534.84	43.1
30-410-33 POSTAGE	.00	168.20	2,100.00	1,931.80	8.0
30-410-34 SEWER DEPOSIT REFUND	.00	.00	500.00	500.00	.0
30-410-35 COPIER LEASE	.00	191.15	477.00	285.85	40.1
30-410-40 TRAINING	.00	.00	1,000.00	1,000.00	.0
30-410-44 POSTAGE MACHINE LEASE	.00	.00	105.00	105.00	.0
30-410-67 OFFICE SUPPLIES	.00	.00	200.00	200.00	.0
30-410-68 COPIER EXPENSE	.00	.00	600.00	600.00	.0
TOTAL PROFESSIONAL SERVICES	3,127.07	6,824.51	28,482.00	21,657.49	24.0
<u>SEWER ADMINISTRATION</u>					
30-411-14 EMPL SALARY'S-ADMINISTRATION	.00	.00	45,524.00	45,524.00	.0
30-411-15 ADMINISTRATION DEPT EMPLOYEES	.00	16,804.80	.00	(16,804.80)	.0
30-411-20 EMPLOYEE BENEFITS	.00	1,644.30	7,162.00	5,517.70	23.0
30-411-22 FICA & MEDICARE	.00	1,266.36	3,483.00	2,216.64	36.4
30-411-23 457 RETIREMENT	.00	753.48	3,610.00	2,856.52	20.9
30-411-25 UNEMPLOYMENT INSURANCE	.00	28.92	137.00	108.08	21.1
30-411-26 WORKERS' COMPENSATION	.00	.00	145.00	145.00	.0
30-411-70 IT SUPPORT	.00	.00	250.00	250.00	.0
30-411-72 UTILITY SOFTWARE EXP	.00	.00	2,920.00	2,920.00	.0
TOTAL SEWER ADMINISTRATION	.00	20,497.86	63,231.00	42,733.14	32.4
<u>PUBLIC WORKS ADMINISTRATION</u>					
30-430-11 SALARY-PW MAINTENANCE	.00	3,187.74	.00	(3,187.74)	.0
30-430-12 SALARY-PW MAINTENANCE	.00	1,410.78	30,040.00	28,629.22	4.7
30-430-13 EMPL SALARY-PW P/T SEASONAL	.00	.00	1,950.00	1,950.00	.0
30-430-20 EMPLOYEE BENEFITS	.00	542.10	5,730.00	5,187.90	9.5
30-430-22 FICA & MEDICARE	.00	311.54	2,298.00	1,986.46	13.6
30-430-23 457 RETIREMENT	.00	95.64	901.00	805.36	10.6
30-430-25 UNEMPLOYMENT	.00	7.98	149.00	141.02	5.4
30-430-26 WORKERS' COMPENSATION	7.45	222.95	90.00	(132.95)	247.7
TOTAL PUBLIC WORKS ADMINISTRATION	7.45	5,778.73	41,158.00	35,379.27	14.0

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WWTP</u>					
30-431-22 EQUIPMENT MTNCE & REPAIRS	.00	.00	10,000.00	10,000.00	.0
30-431-41 UTILITIES-ELECTRIC	.00	.00	11,000.00	11,000.00	.0
30-431-45 UTILITIES-GAS	.00	.00	400.00	400.00	.0
30-431-48 TRASH	.00	.00	876.00	876.00	.0
30-431-51 WWTP ENGINEERING & CONTINGENCY	.00	.00	5,000.00	5,000.00	.0
30-431-59 ENGINEERING DESIGN	.00	.00	5,000.00	5,000.00	.0
30-431-62 FUEL	.00	53.06	3,500.00	3,446.94	1.5
30-431-74 CAPITAL OUTLAY WWTP	.00	.00	25,000.00	25,000.00	.0
30-431-75 VEHICLE REPAIRS	.00	.00	5,000.00	5,000.00	.0
TOTAL WWTP	.00	53.06	65,776.00	65,722.94	.1
<u>OPERATIONS</u>					
30-432-00 LINE MAINTENANCE	.00	.00	12,000.00	12,000.00	.0
30-432-05 UTILITY LOCATE EXPENSE	.00	134.78	.00 (134.78)	.0
30-432-30 CONTRACT OPERATOR	.00	800.00	6,000.00	5,200.00	13.3
30-432-39 COMPUTER SOFTWARE-GIS	.00	.00	1,125.00	1,125.00	.0
30-432-41 UTILITIES(ELECTRIC)	1,683.88	7,958.35	25,000.00	17,041.65	31.8
30-432-42 TELEPHONE/INTERNET	.00	333.00	800.00	467.00	41.6
30-432-45 UTILITIES --GAS	.00	584.64	100.00 (484.64)	584.6
30-432-46 CELL PHONE	.00	.00	764.00	764.00	.0
30-432-50 PERMIT FEES	.00	1,574.00	1,650.00	76.00	95.4
30-432-51 ANALYTICAL/SAMPLING EXPENSE	726.20	3,237.00	4,500.00	1,263.00	71.9
30-432-52 INSURANCE AND BONDS	414.80	5,111.12	8,000.00	2,888.88	63.9
30-432-53 SEWER CLEANING/VIDEO	.00	.00	15,000.00	15,000.00	.0
30-432-55 GENERAL MAINT CENT LIFT ST	.00	.00	1,000.00	1,000.00	.0
30-432-56 GENERAL MAINT OF PLANT	400.00	767.90	2,500.00	1,732.10	30.7
30-432-57 GENERAL MAINT JOHNSON LT ST	.00	.00	2,000.00	2,000.00	.0
30-432-59 ENGINEERING DESIGN	.00	.00	15,000.00	15,000.00	.0
30-432-60 TREATMENT OPERATIONS	6.48	1,724.32	10,000.00	8,275.68	17.2
30-432-61 OFFICE SUPPLIES	.00	273.89	1,500.00	1,226.11	18.3
30-432-75 CAPITAL OUTLAY - LINES	.00	1,266.00	331,730.00	330,464.00	.4
30-432-99 OTHER MISCELLANEOUS EXPENSE	.00	.00	1,000.00	1,000.00	.0
TOTAL OPERATIONS	3,231.36	23,765.00	439,669.00	415,904.00	5.4
<u>DEBT SERVICE</u>					
30-471-13 BOTW SINKING FUND PYMT	.00	50,264.67	80,000.00	29,735.33	62.8
30-471-14 BOTW INTEREST PYMT	.00	10,195.47	.00 (10,195.47)	.0
TOTAL DEBT SERVICE	.00	60,460.14	80,000.00	19,539.86	75.6
TOTAL FUND EXPENDITURES	6,365.88	117,379.30	718,316.00	600,936.70	16.3

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	(6,365.88)	23,944.19	125,084.00	101,139.81	19.1

TOWN OF WIGGINS
BALANCE SHEET
APRIL 30, 2022

SALES TAX CAPITAL IMPROVEMENT

ASSETS

40-10100	CASH IN COMBINED CASH FUND	605,827.37	
40-10250	COLOTRUST FUND	107.09	
40-10251	HIGH PLAINS 1% TAX FUND	15,174.09	
40-11500	ACCOUNTS RECEIVABLE	36,453.77	
	TOTAL ASSETS		657,562.32

LIABILITIES AND EQUITY

LIABILITIES

40-25320	FUND BALANCE	613,545.02	
	TOTAL LIABILITIES		613,545.02

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:
REVENUE OVER EXPENDITURES - YTD

63,957.16

BALANCE - CURRENT DATE

63,957.16

TOTAL FUND EQUITY

63,957.16

TOTAL LIABILITIES AND EQUITY

677,502.18

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

SALES TAX CAPITAL IMPROVEMENT

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
	<u>REVENUES</u>					
40-31300	1% TOWN SALES TAX	.00	63,955.29	200,000.00	136,044.71	32.0
40-36100	INTEREST EARNED	.00	1.87	5.00	3.13	37.4
	TOTAL FUND REVENUE	.00	63,957.16	200,005.00	136,047.84	32.0

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

SALES TAX CAPITAL IMPROVEMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL PROJECTS</u>					
40-430-00 CAPITAL PROJECTS - SEWER	.00	.00	85,000.00	85,000.00	.0
40-430-05 CIP-NORTH STORM DETENTION	.00	.00	75,000.00	75,000.00	.0
40-430-10 CIP-MAIN STREET C&G 3RD TO 5TH	.00	.00	60,000.00	60,000.00	.0
TOTAL CAPITAL PROJECTS	.00	.00	220,000.00	220,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	220,000.00	220,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	63,957.16	(19,995.00)	(83,952.16)	319.9

TOWN OF WIGGINS
BALANCE SHEET
APRIL 30, 2022

CONSERVATION TRUST

ASSETS

50-10100	CASH IN COMBINED CASH FUND	14,128.56	
50-10250	COLOTRUST FUND	107.09	
50-10251	HIGH PLAINS CNSRVTN TRST FUND	14,223.30	
	TOTAL ASSETS		28,458.95

LIABILITIES AND EQUITY

LIABILITIES

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

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	8,576.35		
BALANCE - CURRENT DATE		8,576.35	
TOTAL FUND EQUITY			8,576.35
TOTAL LIABILITIES AND EQUITY			33,449.48

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

CONSERVATION TRUST

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
	<u>REVENUES</u>					
50-33501	CT - ST PROCEEDS (LOTTERY)	.00	8,572.84	10,000.00	1,427.16	85.7
50-36100	INTEREST EARNED	.00	3.51	10.00	6.49	35.1
	TOTAL FUND REVENUE	.00	8,576.35	10,010.00	1,433.65	85.7

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

CONSERVATION TRUST

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
50-411-11 GROUNDKEEPER SALARY	.00	.00	5,460.00	5,460.00	.0
50-411-22 FICA	.00	.00	418.00	418.00	.0
50-411-25 UNEMPLOYMENT	.00	.00	16.00	16.00	.0
50-411-26 WORKERS' COMPENSATION	.00	.00	100.00	100.00	.0
TOTAL ADMINISTRATION	.00	.00	5,994.00	5,994.00	.0
<u>PARK OPERATIONS</u>					
50-452-60 REPAIRS AND MAINTENANCE	.00	.00	3,000.00	3,000.00	.0
TOTAL PARK OPERATIONS	.00	.00	3,000.00	3,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	8,994.00	8,994.00	.0
NET REVENUE OVER EXPENDITURES	.00	8,576.35	1,016.00	(7,560.35)	844.1



STAFF SUMMARY

Board of Trustee Regular Meeting

April 27, 2022

DATE: April 20, 2022

AGENDA ITEM NUMBER: 5

TOPIC: Resolution 11-2022 - A Resolution Approving the Purchase of Body Worn Cameras for the Wiggins Police Department.

STAFF MEMBER RESPONSIBLE: Craig Miller, Chief of Police

BACKGROUND:

On June 20, 2020, Senate Bill 20-217 was adopted in the State of Colorado. One of the provisions of SB 20-217 was that all law enforcement agencies would be required to provide body cameras to all officers effective July 1, 2023. To assist agencies with purchasing body cameras the Colorado Division of Justice initiated a grant program. On October 15, 2021, staff submitted a grant request and on December 21, 2021, were notified that we were eligible for \$28,995 in grant funding. Numerous law enforcement agencies applied for the body camera grants, but for various reasons, not all agencies received funding.

Wiggins Police staff over the past two years has evaluated or tested three different body camera systems. The three systems considered were:

- BodyWorn by Utility
- PatrolEyes by Stunt Cams
- Watch Guard by Motorola

This item was presented and discussed at the April 13, 2022 Work Session. The Board of Trustees directed staff to bring this forward at a future meeting for consideration.

SUMMARY:

Of the body-worn cameras/systems researched, staff believes the Utility-BodyWorn camera offers the most comprehensive and desirable system for the Wiggins Police Department. Staff recommends the Utility-BodyWorn for the following reasons:

1. In the event that an officer has become prone in the field and needs backup, BodyWorn starts an automatic recording, alerts all nearby officers, and sends a call-for-help message to AVailWeb that includes the officer's GPS coordinates.
2. Detects the moment a firearm is removed from its holster, activating BodyWorn and sending real-time alerts to dispatch and nearby officers.
3. BodyWorn makes intelligent, configurable decisions on when to start and stop recording such as when the light bar is turned on and when the vehicle door is opened. These automatic recording triggers allow police officers to focus on serving the community.
4. A foot pursuit can be a dangerous situation for a law enforcement officer. With a built-in accelerometer, BodyWorn can detect when an officer is running and trigger recording, allowing the officer to focus on remaining safe during a high-stress encounter.
5. Automatically react when the officer enters or exits a pre-defined geographical area or action zone. Recording and non-recording zones provide intuitive feedback needed in the force. Action zones can be created manually or from CAD calls, making it flexible enough to create real value to the department.
6. The RocketIoT is the only proven and mature communication platform with a seamlessly integrated digital media recorder in the market. A key component of the mobile ecosystem, the RocketIoT enables full, secure automation of evidence gathering. At its heart, the RocketIoT powers situational awareness.
7. Smart Advanced License Plate Reader (ALPR), when combined with the RocketIoT in-car video system will receive BOLOs with vehicle information to gather real-time evidence at the edge to enhance alerting capabilities.

This system is currently being used locally by the El Paso County Sheriff's Office, Weld County Sheriff's Office, Jefferson County Sheriff's Office, and Colorado Springs Police Department. The Morgan County Sheriff's Office is in the process of purchasing this system.

The Wiggins Police Department will receive \$28,995 in body camera funding from the Colorado Division of Justice grant/funding program. The funding will allow us to enter into a contract that will provide us with the required equipment, additional equipment, features, and supporting software for the next five years in order to comply with SB 20-217. At that time, we will re-evaluate the contract for renewal.

FISCAL IMPACT:

Purchase of the body-worn cameras will not have a significant impact on the adopted 2022 budget. The 2022 Town Budget anticipated the purchase of body-worn cameras. The body camera grant of \$28,995 in body camera funding from the Colorado Division of Justice grant/funding program will pay for almost half of the quote we received from our preferred vendor, Utility-BodyWorn. The matching dollar grant means we will be utilizing budgeted funds in the amount of \$7,764 per year for the years 2023-2026. The funding will allow us to enter into a contract that will provide us with the required equipment, additional equipment, features, and supporting software for the next five years to comply with SB 20-217. At that time, we will re-evaluate the contract for renewal.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

This Resolution supports the Town's objectives and goals to enhance community safety.

OPTIONS AVAILABLE TO THE BOARD OF TRUSTEES:

The Board of Trustees could adopt this Resolution as presented, request a modification, or not adopt the Resolution.

MOTION FOR APPROVAL: I make a motion to adopt Resolution 11-2022, A Resolution Approving the Purchase of Body Worn Cameras for the Wiggins Police Department.

ACTION REQUESTED: MOTION, SECOND, ROLL-CALL VOTE
(Resolutions require affirmative votes from the majority of Trustees present)

**TOWN OF WIGGINS
RESOLUTION 11-2022**

**A RESOLUTION APPROVING THE PURCHASE OF BODY WORN
CAMERAS FOR THE WIGGINS POLICE DEPARTMENT**

WHEREAS, the Senate Bill 20-2017 was adopted by the State of Colorado on June 20, 2020; and

WHEREAS, one of the provisions of SB 20-2020 was that all law enforcement agencies are required to provide body worn cameras to all officers effective July 1, 2023; and

WHEREAS, the Wiggins Police Department applied for and received a grant from the Colorado Department of Justice to assist with the purchase of body worn cameras; and

WHEREAS, the Town of Wiggins (“Town”) desires to purchase body worn cameras for the Wiggins Police Department; and

WHEREAS, the Board of Trustees have budgeted money for the purchase of officer equipment including body worn cameras.

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

Section 1. The Board of Trustees hereby authorizes the Town Manager or his designee to purchase body worn cameras for the Wiggins Police Department.

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

INTRODUCED, ADOPTED AND RESOLVED THIS 27TH DAY OF APRIL, 2022.

TOWN OF WIGGINS, COLORADO

Jeffrey Palmer, Mayor

ATTEST:

Deborah Lee, Town Clerk



STAFF SUMMARY

Board of Trustee Meeting April 27, 2022

DATE: April 20, 2022

AGENDA ITEM NUMBER: 6

TOPIC: Consideration of Ordinance 06-2022-An Ordinance Approving the Vacation of an Alley within Block 8 of the Woods First Addition to the Town of Wiggins.

STAFF MEMBER RESPONSIBLE: Hope Becker, Planning & Zoning Administrator

BACKGROUND:

Periodically, staff is approached by a property owner and/or the staff identifies a street or alley that may no longer be needed for utilities and/or property access. Vacating the right-of-way may allow the adjoining property to put the right-of-way to better use.

The alley located within the Block 8 of the Woods First Addition subdivision is bounded to the south by a vacant lot, by Agate Street to the east, Stage Coach Meats to the north, and by Granite Street to the west. Access to the vacant lot is by Granite Street.

Staff brought the vacating streets and alleys topic to the board at the April 13, 2022 Work Session. After discussion, the Board was in agreement with staff that doing this may benefit properties owners and the Town in certain circumstances.

SUMMARY:

Staff has identified an instance where it may be advantageous to vacate an alley. Stagecoach Meats is working on the expansion of its facility. Vacating the alley to south will allow the new building to be shifted to the south on the lot and allow access to the south side of the building for deliveries. The alley is not being used for water or sewer lines and the Town does not have future intensions to use the alley for such use. In addition, vacating this alley does not leave the property to the south landlocked. Granite Street will continue to be used to access the vacant property located to the south of Stage Coach Meats.

FISCAL IMPACT:

Approving this Ordinance has no negative impact on the Town's adopted budget. There will be some attorney fees for the review of the Ordinance.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

Vacation of the alley supports the Town's goal of supporting business development and expansion.

OPTIONS AVAILABLE TO THE BOARD OF TRUSTEES

The Board of Trustees may approve the vacation of the alley, or disapprove the vacation of the alley.

MOTION FOR APPROVAL:

I make the motion to adopt Ordinance 06-2022: An Ordinance Approving the Vacation within Block 8 of the Woods First Addition to the Town of Wiggins.

ACTION REQUESTED:

Motion, Second, Roll-Call Vote.

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

TOWN OF WIGGINS, COLORADO
ORDINANCE NO. 06-2022

**AN ORDINANCE APPROVING THE VACATION OF AN ALLEY WITHIN BLOCK 8 OF THE WOODS
FIRST ADDITION TO THE TOWN OF WIGGINS**

WHEREAS, by the plat of the Woods First Addition to the Town of Wiggins, recorded September 6, 1946 at Reception No. 325276 in the Records of Morgan County, there was dedicated to the Town an alley running east to west between Ruby Street (now known as Granite Street) and Agate Street, running parallel to Elm Avenue (now known as West Third Avenue), which alley is directly south of Lots 1-15, Block 8, Woods First Addition, as highlighted on the map attached as **Exhibit A** (the "Alley"); and

WHEREAS, the Board of Trustees has determined that the Alley is not needed by the Town for use as an alley; and

WHEREAS, the Board of Trustees has determined that the above-referenced Alley is not being held for street, park, or for any other governmental purposes; and

WHEREAS, the Board of Trustees has therefore determined it is appropriate to vacate the Town's interest in the Alley as provided in this Ordinance.

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

Section 1. Subject to the provisions of Section 2, the Board of Trustees of the Town of Wiggins hereby vacates all of the Town's interest in and to the alley running east to west between Ruby Street (now known as Granite Street) and Agate Street, running parallel to Elm Avenue (now known as West Third Avenue), which alley is directly south of Lots 1-15, Block 8, Woods First Addition, as highlighted on the map attached as **Exhibit A** (the "Alley"). Title to the Alley shall vest upon vacation as set forth in Section § 43-2-302, C.R.S.

Section 2. Pursuant to C.R.S. § 43-2-303(3), the Town of Wiggins hereby reserves an easement for the continued use of existing electric, telephone, and similar lines and appurtenances, and for any other public utilities located in the Alley.

Section 3. The Mayor is authorized to execute such additional documents as may be necessary to evidence the vacation affected by this ordinance.

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

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED PUBLISHED BY TITLE ONLY
this 27th day of April 2022.

TOWN OF WIGGINS, COLORADO

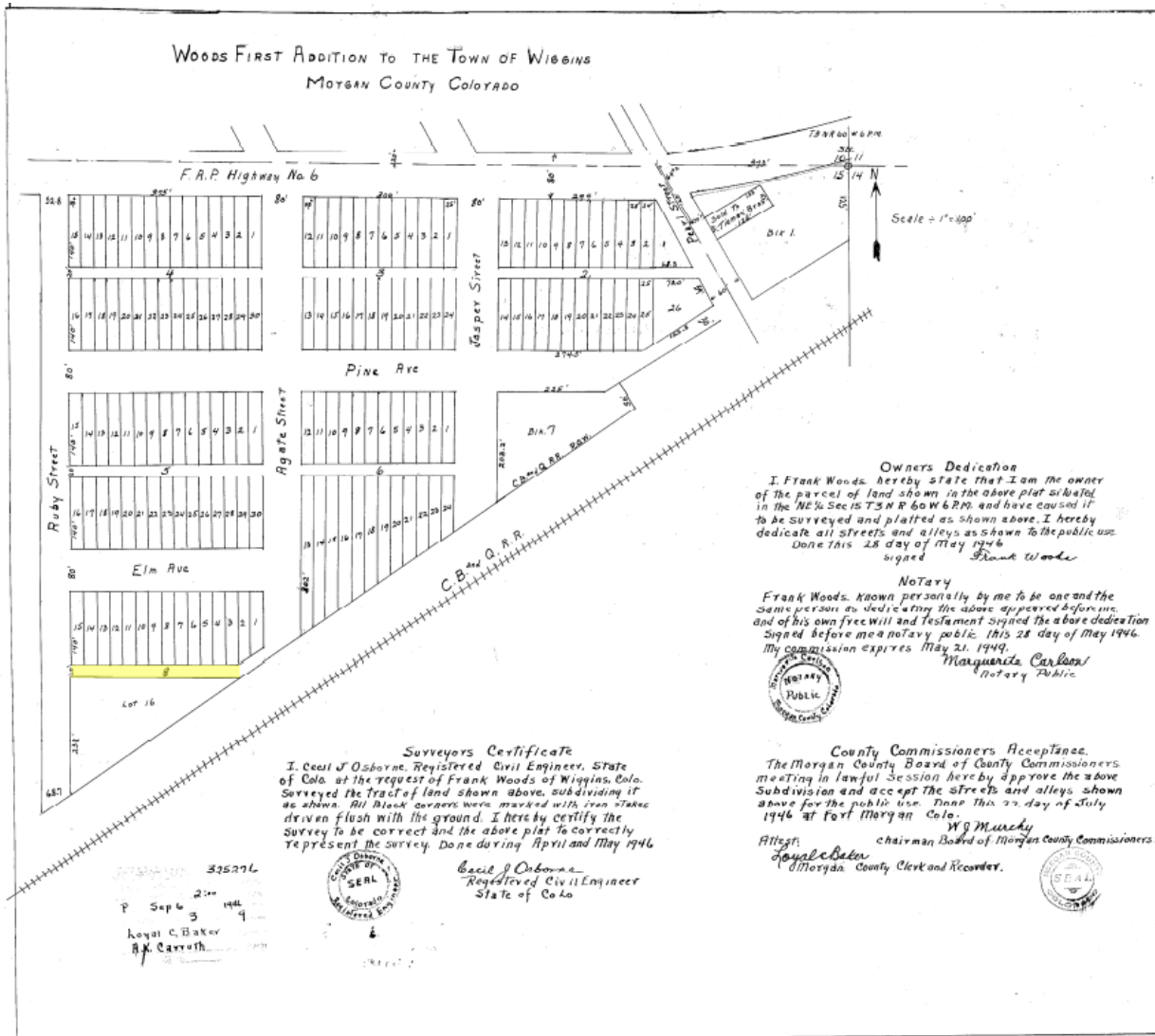
Jeffrey Palmer, Mayor

ATTEST:

Deborah Lee, Town Clerk

I, Deborah Lee, Town Clerk of the Town of Wiggins, Colorado, hereby certify and attest that the foregoing Ordinance No. 06-2022 was introduced, read, adopted and ordered published by title only, at a regular meeting of the Board of Trustees of the Town of Wiggins, Colorado on the 27th day of April, 2022. This Ordinance was published in The Fort Morgan Times on _____, 2022.

EXHIBIT A Alley Vacation





OFFICIAL PROCLAMATION

WHEREAS in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, *and*

WHEREAS this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, *and*

WHEREAS Arbor Day is now observed throughout the nation and the world, *and*

WHEREAS 2022 commemorates the 150th anniversary of Arbor Day, *and*

WHEREAS trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, *and*

WHEREAS trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, *and*

WHEREAS trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, *and*

WHEREAS trees — wherever they are planted — are a source of joy and spiritual renewal.

NOW, THEREFORE I Chris Franzen, Mayor of the Town of Wiggins, Colorado, do hereby proclaim April 30, 2022 as ARBOR DAY in the Town of Wiggins, Colorado, and I urge all citizens to celebrate 150 years of Arbor Day and to support efforts to protect our trees and woodlands, *and*

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED THIS 27th, DAY OF APRIL, 2022.

Mayor, Town of Wiggins: _____

**TOWN OF WIGGINS
RESOLUTION NO. 12-2022**

**A RESOLUTION AUTHORIZING CHANGES TO THE AUTHORIZED SIGNERS FOR
THE TOWN'S BANKING ACCOUNTS**

WHEREAS, the Town has commercial checking, savings and credit accounts and safe deposit boxes with High Plains Bank, Bank of the West, WEX and other financial institutions; and

WHEREAS, the Board of Trustees desires to add authorized signers to such accounts and safe deposit boxes;

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

Section 1. The Board of Trustees hereby authorizes Chris Franzen, Mayor and as a signatory agent and authorized for all checking, savings, and credit accounts effective no earlier than April 28, 2022.

Section 2. The Mayor and Town Clerk are hereby authorized to execute and deliver any and all documents necessary to effect the change.

INTRODUCED, ADOPTED AND RESOLVED THIS 27TH DAY OF APRIL, 2022.

TOWN OF WIGGINS, COLORADO

Chris Franzen, Mayor

ATTEST:

Deborah Lee, Town Clerk

Submit to Local Licensing Authority

WIGGINS SUPER'S
PO BOX 87
Wiggins CO 80654

Fees Due	
Renewal Fee	146.25
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name LB HOLDINGS INC		Doing Business As Name (DBA) WIGGINS SUPER'S	
Liquor License # 04-01110	License Type Fermented Malt Beverage Off (city)		
Sales Tax License Number 29862318	Expiration Date 04/07/2022	Due Date 02/21/2022	
Business Address 611 CENTRAL AVENUE Wiggins CO 80654			Phone Number 9704837868
Mailing Address PO BOX 87 Wiggins CO 80654		Email	
Operating Manager IAB DWELL	Date of Birth 10-4-59	Home Address 7900 SHUMAKER, BENNETT, CO	Phone Number 303-253-1291
1. Do you have legal possession of the premises at the street address above? <input type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease <u>2027</u>			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. ☐ Yes ☒ No
8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. ☐ Yes ☒ No

Affirmation & Consent

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

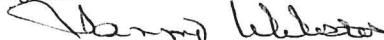
Type or Print Name of Applicant/Authorized Agent of Business

Title

Tammy Webster

owner / Sec

Signature



Date

11-11-22

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For

Date

Signature

Title

Attest

Tax Check Authorization, Waiver, and Request to Release Information

I, Tammy Webster am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Wiggins Super's LLC (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business) <u>Tammy Webster / Wiggins Super's LLC</u>		Social Security Number/Tax Identification Number <u>523-0-8509</u>	
Address <u>34799 CR EE</u>			
City <u>Wray</u>		State <u>CO</u>	Zip <u>80758</u>
Home Phone Number <u>970-630-3859</u>		Business/Work Phone Number <u>970-345-2022</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Tammy Webster</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>Tammy Webster</u>			Date signed <u>4-11-22</u>

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

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