

Posted on December 12, 2022 at: 16:15



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

December 14, 2022 at 7:00 P.M.

**304 CENTRAL AVENUE
WIGGINS, CO 80654**

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

GO TO <https://us06web.zoom.us/j/88202736268> 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 November 30, 2022
2. Approval of Bills December 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 five (5) minutes. The Board will not respond to your comments this evening, rather they will take your comments and suggestions under advisement and provide direction to the appropriate member of Town Staff for follow-up.

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

- 1. 2023 Town of Wiggins Budget**
- 2. Consideration of Resolution No. 43-2022** - A Resolution Levying General Property Taxes for the Year 2022 to Help Defray the Costs of Government for the Town of Wiggins, Colorado for the 2023 Budget Year
- 3. Consideration of Resolution No. 44-2022** – A Resolution Summarizing Expenditures and Revenues for Each Fund and Adopting a Budget for the Town of Wiggins, Colorado for the Calendar Year Beginning January 1, 2023 and Ending December 31, 2023.
- 4. Consideration of Resolution No. 45-2022** – A Resolution Appropriating Sums of Money to the Various Funds and Spending Agencies in the Amounts and for the Purposes Set Forth Below for the Town of Wiggins, Colorado for the 2023 Budget Year.
- 5. Consideration of Resolution No. 46-2022** – A Resolution Certifying Compliance with Article X, Section 20 of the Colorado Constitution.
- 6. Consideration of Resolution No. 47-2022** – A Resolution Creating a Non-Emergency Reserve for the Town of Wiggins, Colorado.

VI. CONSIDERATION OF RESOLUTION NO. 48-2022

1. A Resolution Authorizing the Mayor to Sign a Letter Requesting an Extension from DOLA for the Sewer Line Replacement Project.

VII. EXECUTIVE SESSION

1. For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e) – 1) Potential ROW Easement Vacation, 2) Potential Kiowa Bijou Water Well acquisition, and 3) Potential future water augmentation lease.

VIII. REPORT FROM EXECUTIVE SESSION

IX. ADJOURNMENT

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



MINUTES OF MEETING

TOWN OF WIGGINS BOARD OF TRUSTEES MEETING

November 30, 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, November 30, 2022. Mayor Pro Tem David Herbstman called the meeting to order at 7:00 p.m. The following Trustees answered roll call: Mayor Pro-Tem David Herbstman and Trustees: Mandy Camilleri, Bryan Flax, and Bruce Miller. Absent: Mayor Chris Franzen and Trustee Jerry Schwindt. Staff present was Tom Acre, Town Manager.

APPROVAL OF THE AGENDA

Motion was made by Trustee Bruce Miller to approve the agenda. Seconded by Mandy Camilleri. Roll Call: The agenda were unanimously approved.

CONSENT AGENDA

Trustee Mark Strickland asked Tom for clarification as to what CIRSA Property Insurance. Tom provided answer.

Trustee Bruce Miller inquired what the charges from Diamondback Engineering included. Tom stated that the charges were for projects pertaining to Main Street, the Family Dollar Store project, USDA and the PER projects, and they are also assisting the attorneys in the water court case.

Further discussion regarding other minor questions were answered.

Motion was made by Trustee Mandy Camilleri to approve the Consent Agenda. Seconded by Bryan Flax. Roll Call: The agenda were unanimously approved.

TOWN MANAGER REPORT

- Tom provided a couple of updates regarding the sewer line project and contractor. The surveyor has started and should be done within three weeks. The DOLA grant is good through the end of January, but Tom has spoken with DOLA and an extension request would be understandable.
- Main Street Project – The Town is waiting for the Geotech firm to finish the pavement design and then the Town will have the design put into specs. The project will then be ready to go out for bid in December. The bids will be evaluated by the first quarter of next year. If weather permits, the Town can start doing non-potable water line work from Kiowa Park into Town. Western Engineering did a drone fly over of the route to do some mapping and they have the surveyor on schedule to do the physical survey. They project the mapping and surveying results will be complete in January.



- The PED signal – Tom stated he found a firm out of California that has what the Town is looking for. He thought he would have a quote by now, but the sales representative has been ill. Another firm employee is now filling in and will hopefully get that bid to Tom soon. Tom reaffirmed that this signal will be at the intersection of County Road P and Main Street.
- Tom reported that they have all but 3 or 4 people settled with the town for the water court case. There are still 3-4 people remaining and the attorneys hope to settle with them in hopes of avoiding a trial and the extra court expenses.
- Tom and Diamondback are working with USDA to update the PER and the environment assessment. It is a long process but coming along.
- Trustee Jerry Schwindt and Tom went to the cyber training with CIRSA. They both learned a lot about a variety of things and Tom currently has a few staff members testing a password program while he's also looking into a multi-factor authentication and VPN that are all necessary yet inexpensive to free.
- Tom will be attending the CML Policy Committee meeting next week
- Tom provided an update that Hope and he spent 5-6 hours interviewing five firms whom they thought were good candidates for the Comprehensive Plan Project. He reported that it has not been easy to narrow down the prospects as they all could do the job.
- Tom reported that Hope is also finalizing the comparisons and updates on the codification project.
- Trustee Bryan Flax asked Tom if election ballot results were official. Tom reported that he has not received anything official from the county yet but stated that it's been enough time that he believed the results were solid on the Town ballot issues passing.
- Tom reported that Family Dollar is looking at opening in the first Quarter. Tom updated that Dollar General had a staff member resign and staff has been trying to get in touch with them.

BOARD OF TRUSTEES REPORTS

There were no reports from the Trustees.

FINANCIALS - ACTUAL TO BUDGET

Trustee Mark Strickland asked about water tap fees in the amount of \$20,000. Tom confirmed that this was a building permit water tap fee from a builder in The Farm Subdivision.

Mayor Pro Tem David Herbstman inquired if building permits were still slow. Tom confirmed that the builders in The Farm subdivision were occasionally picking up a permit as lots are still available. He confirmed with Bryan Flax that Baessler Homes were near completion with all homes in the Kiowa Park Subdivision.

Motion was made by Trustee Mark Strickland to approve the Financials to Actual. Seconded by Trustee Bruce Miller. Roll Call: The Financials to Actual agenda were unanimously approved.



PUBLIC COMMENTS

The Public Comments portion of the meeting was opened at 7:27 p.m.

There were no comments from the Board Room or Zoom audiences.

The Public Comment portion of the meeting was closed at 7:28 p.m.

CONSIDERATION OF RESOLUTION NO. 42-2022

Consideration of a resolution to authorize signers to access the town's safe deposit box.

Tom stated that this resolution is considered a routine housekeeping item for the board's approval. With the recent resignation of Deborah Lee, Town Clerk, the Town needs to have her name removed from the safe deposit box as we have done with other financial accounts. Tom stated that it was assumed that the previously approved resolution to remove her name from financial accounts would include the Town's safe deposit box. Discussions with the bank indicated that the previous mayor, Jeffrey Palmer was also still on the bank documents and the current Mayor, Chris Franzen, was not listed. This resolution will remove Jeff and Deb's name as authorized signers and will add the current mayor. Tom confirmed that the Mayor Pro Tem's name and his own name were already on the authorized access to the deposit box from a previous resolution.

Motion was made by Trustee Bruce Miller to approve Resolution 41-2022. Seconded by Trustee Bryan Flax. Roll Call: Motion was unanimously approved.

LIQUOR LICENSE AUTHORITY

Consideration of a liquor license renewal for Stubs Gas and Oil.

Tom reported that it was the time of year for Stubs to renew their liquor license which was in good standing with the Town. Pat and Joenne check with Chief Craig Miller if there were any issues related to the liquor license within the police department. No issues were reported. All the appropriate fees were paid. The applicant is requesting approval from the Board of the Liquor Authority. Renewal needs to be completed before the end of December.

Motion was made by Trustee Mark Strickland to approve the liquor license for Stubs Gas and Oil. Seconded by Trustee Bruce Miller. Roll Call: Motion was unanimously approved.

EXECUTIVE SESSION

For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S Section 24-6-402(4)(e) – Potential incentive for Family Dollar.

Motion was made by Trustee Mark Strickland to go into an Executive Session for the purpose as stated above. Seconded by Trustee Mandy Camilleri. Roll Call: Motion was unanimously approved.



The Board was adjourned to enter into Executive Session at 7:32 pm.

The Board of Trustees returned from Executive Session at 7:46.

REPORT FROM EXECUTIVE SESSION

The Board provided general direction for the Town Manager to continue discussions with Family Dollar concerning a potential incentive agreement. No formal action was taken during the Executive Session.

ADJOURNMENT

Mayor Pro Tem David Herbstman adjourned the meeting at 7:48 pm.

Respectfully submitted by:

A handwritten signature in blue ink that reads "Tom Acre". The signature is written in a cursive, flowing style.

Tom Acre, Interim Town Clerk

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

Vendor	Description	Amount
BAESSLER HOMES	Utility Refund	\$30.75
BANK OF THE WEST	Credit Card Payment	\$2,114.36
BANK OF THE WEST	Yearly Loan Service Fee	\$28,906.20
CASELLE, INC	Software Support	\$906.00
CEBT	Employee Health Benefits	\$4,424.48
CGOFA	Membership Dues	\$65.00
CITY OF FORT MORGAN UTILITIES	Glassey Well Electric	\$8.17
COSTCO	Chrstmas Supplies	\$110.92
COUNTRY HARDWARE	Supplies PW	\$1,362.80
FORT MORGAN ACE HARDWARE	Christmas Supplies	\$66.50
HAYES POZNANOVIC KORVER, LLC	Water Rights Legal Fees	\$10,011.00
KELLY, PC	Town Attorney	\$8,320.50
LAW OFFICE OF AMY C. PENFOLD LLC	Proscuting Attorney	\$630.00
MORGAN COUNTY QUALITY WATER	Water 3261 Road U	\$37.40
RH WATER & WASTEWATER, INC.	Contact Water/WWTF Operator	\$800.00
UNCC	Locate Service Fees	\$53.30

Approved: 

Date: 12/13/2022

Total: \$57,847.38

INCIDENT ANALYSIS - DAY

Date 12/12/2022

Time 08:48:45

Report CFS03

Agency Wiggins Police Dept.

Dates 11/01/2022 Thru 11/30/2022

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Agency: WPD Wiggins Police Dept.								
00600 Theft	0	0	1	0	0	0	2	3
01100 Fraud	1	0	1	0	0	1	0	3
01400 Vandalism/crim Mischf	0	1	0	0	0	0	0	1
02430 Loud Noise	0	0	2	1	1	1	0	5
02660 Harass/threat	1	0	1	0	0	0	0	2
02670 Local Ordinance Violation	0	0	0	0	2	1	0	3
02671 Dog At Large	0	2	2	0	0	0	0	4
02700 Susp Pers/veh/inc	0	1	1	0	1	2	0	5
02900 Runaway/missing Prsn	0	0	0	1	0	0	0	1
03000 Community Policing	1	0	2	0	0	0	2	5
03010 Assist Other Agency	2	2	2	1	0	3	1	11
03030 Building Check	1	1	0	2	2	0	0	6
03070 Keep The Peace	0	0	1	1	0	0	0	2
03080 Medical Assist	0	0	1	1	1	0	0	3
03090 Open Door/window	1	0	0	0	0	0	0	1
03100 Welfare Check	2	1	1	1	0	1	1	7
03120 Extra Patrol	41	19	35	27	34	20	15	191
03121 Vacation House Check	0	0	0	1	0	0	0	1
03540 Traffic Accident	0	0	0	0	0	1	0	1
03670 Animal Bite	0	1	0	0	0	0	0	1
03695 Family Dispute	0	1	0	0	0	0	0	1
03730 Lost/found	0	0	1	0	0	0	0	1
03750 Meet Party	0	0	2	0	0	0	0	2
03760 Information	1	0	2	1	1	0	0	5
04000 Alarm	0	0	0	1	0	0	0	1
07410 Disturbance	0	0	1	0	0	0	0	1
07510 Abandoned Vehicle	1	0	0	1	1	0	0	3
07530 Traffic Contact	1	3	14	9	25	13	20	85
07580 Vehicle Inspection	0	3	0	4	0	0	0	7
09000 Fire Investigation LE	0	0	1	1	0	2	2	6
09001 911-Welfare Check	0	0	0	2	0	1	0	3
09007 Animal Welfare Check	0	0	0	1	1	0	0	2
09900 Follow Up/Investigation	1	4	6	2	2	2	1	18
09902 Civil Issues	0	0	0	0	0	1	2	3
35HR Traffic Accident-H & R	0	0	2	0	0	0	0	2
REPO Repossession	0	1	0	0	0	0	0	1
SEO Select Enforce Off Init	1	6	19	10	23	8	3	70
Wiggins Police Dept. Agency Total	55	46	98	68	94	57	49	467
Total	55	46	98	68	94	57	49	467

TOWN OF WIGGINS
 COMBINED CASH INVESTMENT
 NOVEMBER 30, 2022

COMBINED CASH ACCOUNTS

01-10210	HIGH PLAINS-MAIN CHECKING	5,148,968.58
01-10700	RETURNED CHECK CLEARING ACCT	354.36
01-10750	UTILITY CASH CLEARING ACCOUNT	435.70
		5,149,758.64
01-10100	CASH ALLOCATED TO OTHER FUNDS	(5,141,342.31)
		8,416.33

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,772,270.02
20	ALLOCATION TO WATER ENTERPRISE	1,341,017.96
30	ALLOCATION TO SEWER ENTERPRISE	1,225,843.96
40	ALLOCATION TO SALES TAX CAPITAL IMPROVEMENT	781,750.39
50	ALLOCATION TO CONSERVATION TRUST	20,459.98
		5,141,342.31
	ALLOCATION FROM COMBINED CASH FUND - 01-10100	(5,141,342.31)
		.00

TOWN OF WIGGINS
BALANCE SHEET
NOVEMBER 30, 2022

GENERAL FUND

ASSETS

10-10100	CASH IN COMBINED CASH FUND	1,772,270.02	
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	18,822.50	
10-10250	COLOTRUST FUND	108.45	
10-10260	CASH IN USE TAX FUND	267,277.31	
10-10310	CASH W/ COUNTY TREASURER	3,505.36	
10-10500	PROPERTY TAXES RECEIVABLE	499,772.00	
10-11500	ACCOUNTS RECEIVABLE	55,352.50	
10-14100	PREPAID EXPENSES	1,079.39	
10-16400	EQUIPMENT & MACHINERY	(731.50)	
	TOTAL ASSETS		2,618,305.72

LIABILITIES AND EQUITY

LIABILITIES

10-20210	PAYABLE TO SCHOOL DISTRICT	20,683.21	
10-22210	DEFERRED PROPERTY TAX	499,772.00	
10-22710	FED/ FICA TAXES PAYABLE	10,659.32	
10-22720	STATE W/H TAXES PAYABLE	12,687.40	
10-22740	POLICE PENSION PAYABLE	4,832.61	
10-22760	DEFERRED COMP CONTRIB PAYABLE	1,531.50	
10-22770	UNEMPLOYMENT PAYABLE	(2,023.42)	
10-22790	GARNISHMENT PAYABLE	(647.50)	
10-22820	HEALTH INSURANCE PAYABLE	(5,507.78)	
10-22825	AFLAC PAYABLE	86.72	
10-22830	LIFE INSURANCE PAYABLE	30.80	
10-22840	VISION INSURANCE PAYABLE	70.77	
10-25320	FUND BALANCE	1,324,817.00	
	TOTAL LIABILITIES		1,866,992.63

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	686,406.65		
BALANCE - CURRENT DATE		686,406.65	
TOTAL FUND EQUITY			686,406.65
TOTAL LIABILITIES AND EQUITY			2,553,399.28

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
10-30004 GENERAL MISCELLANEOUS	.00	1,266.08	.00	(1,266.08)	.0
10-31100 CURRENT PROPERTY TAX	357.87	499,387.49	499,772.00	384.51	99.9
10-31200 SPECIFIC OWNERSHIP	3,935.93	36,967.43	25,000.00	(11,967.43)	147.9
10-31300 1% TOWN SALES TAX	32,078.09	263,077.71	200,000.00	(63,077.71)	131.5
10-31301 USE TAX	13,181.38	200,794.55	120,000.00	(80,794.55)	167.3
10-31420 CIGARETTE TAX	231.41	1,667.00	1,800.00	133.00	92.6
10-31810 SEVERENCE TAX	.00	53,074.06	6,500.00	(46,574.06)	816.5
10-31820 FRANCHISE FEE-MORGAN CTY REA	.00	6,978.00	8,000.00	1,022.00	87.2
10-31821 FRANCHISE FEE-XCEL ENERGY	613.88	12,376.58	8,000.00	(4,376.58)	154.7
10-31823 FRANCHISE FEE--BLUE LIGHTNING	.00	3,703.11	2,750.00	(953.11)	134.7
10-31900 PENALTIES & INTEREST	21.47	909.12	.00	(909.12)	.0
10-32110 LIQUOR LICENSE (15%)	75.00	160.00	175.00	15.00	91.4
10-32210 BUILDING PERMITS	11,726.92	147,410.17	50,000.00	(97,410.17)	294.8
10-33412 DOLA EIAF 2021	.00	.00	82,500.00	82,500.00	.0
10-33415 FEDERAL GRANT--ARP	.00	146,159.89	146,160.00	.11	100.0
10-33430 MISCELLANEOUS FEES	.00	395.38	.00	(395.38)	.0
10-33530 HIGHWAY USERS TAX	4,842.61	52,740.02	38,000.00	(14,740.02)	138.8
10-33550 ADDITIONAL MOTOR VEHICLE	1,006.88	9,123.69	6,000.00	(3,123.69)	152.1
10-33800 ROAD & BRIDGE	43.28	57,067.71	38,000.00	(19,067.71)	150.2
10-34210 SPECIAL POLICE SERVICES	.00	101.88	.00	(101.88)	.0
10-34215 VIN INSPECTIONS	60.00	900.00	250.00	(650.00)	360.0
10-34220 BUILDING DEVELOPMENT REVIEW	16.25	15,584.40	5,000.00	(10,584.40)	311.7
10-34221 BUILDING INSPECTION PLAN REV	3,865.22	48,890.89	1,000.00	(47,890.89)	4889.1
10-34282 PARKS & REC FEES	.00	(25.00)	.00	25.00	.0
10-34283 SOFTBALL REG FEES	.00	2,100.00	2,000.00	(100.00)	105.0
10-34284 BASEBALL REG FEES	.00	8,635.00	11,000.00	2,365.00	78.5
10-34286 VOLLEYBALL REG FEES	.00	530.00	1,000.00	470.00	53.0
10-34287 SOCCER REG FEES	.00	6,420.00	1,500.00	(4,920.00)	428.0
10-34289 MISCELLANEOUS ACTIVITY FEES	.00	.00	2,000.00	2,000.00	.0
10-35110 COURT FINES-MUNICIPAL	7,346.00	40,654.12	30,000.00	(10,654.12)	135.5
10-36000 OTHER MISCELLANEOUS	.00	681.14	.00	(681.14)	.0
10-36010 DOG LICENSES/CLINIC	10.00	325.00	300.00	(25.00)	108.3
10-36011 BUSINESS LICENSES	30.00	3,910.90	3,500.00	(410.90)	111.7
10-36012 CONTRACTOR LICENSES	100.00	1,375.00	1,800.00	425.00	76.4
10-36013 GOLF CART LICENSES	.00	730.00	150.00	(580.00)	486.7
10-36030 SPECIAL EVENT FEES	.00	410.00	.00	(410.00)	.0
10-36040 INSURANCE PROCEEDS	.00	5,597.65	.00	(5,597.65)	.0
10-36050 CAPITAL CREDITS RECEIVED	.00	1,746.49	.00	(1,746.49)	.0
10-36100 INTEREST ON SAVINGS	.32	15.54	10.00	(5.54)	155.4
10-36310 BUILDING & FARM RENT	500.00	3,665.00	6,000.00	2,335.00	61.1
10-36420 REFUNDS	.00	(838.75)	.00	838.75	.0
10-36500 CONTRIBUTIONS/DONATIONS	.00	315.00	.00	(315.00)	.0
10-36501 SPONSORSHIPS	.00	1,500.00	.00	(1,500.00)	.0
10-36510 OTHER GRANTS	.00	28,995.00	.00	(28,995.00)	.0
10-36511 GRANTS--LEAF	.00	2,900.00	.00	(2,900.00)	.0
10-36512 GRANTS--DUI	.00	4,850.00	.00	(4,850.00)	.0
10-36513 GRANTS--TRAINING	.00	1,575.87	.00	(1,575.87)	.0
10-36514 GRANT--SIPA	.00	6,500.00	.00	(6,500.00)	.0
10-36515 GRANT--C.I.O.T.	.00	2,189.37	.00	(2,189.37)	.0
10-39160 TRANSFER FROM SALES TAX FUND	.00	.00	50,000.00	50,000.00	.0
10-39210 SALE OF FIXED ASSETS	.00	24,737.75	.00	(24,737.75)	.0

TOWN OF WIGGINS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TOTAL FUND REVENUE	80,042.51	1,708,230.24	1,348,167.00	(360,063.24)	126.7

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENTAL</u>					
10-410-13 FINANCIAL AUDIT	.00	5,000.00	9,000.00	4,000.00	55.6
10-410-32 PROFESSIONAL SERVICES	1,464.07	21,063.44	15,000.00	(6,063.44)	140.4
10-410-34 CODIFICATION	.00	.00	12,000.00	12,000.00	.0
10-410-35 COPIER LEASE	151.43	724.97	477.00	(247.97)	152.0
10-410-40 EMPLOYEE TRAINING	.00	1,302.86	5,000.00	3,697.14	26.1
10-410-41 TELEPHONE & INTERNET	92.08	1,069.93	800.00	(269.93)	133.7
10-410-42 UTILITIES--ELECTRIC	57.35	764.64	3,000.00	2,235.36	25.5
10-410-43 OFFICE BLDG REPAIRS & MAINT	125.00	2,396.27	2,000.00	(396.27)	119.8
10-410-44 POSTAGE METER LEASE	.00	.00	525.00	525.00	.0
10-410-45 UTILITES-GAS	14.62	960.22	1,200.00	239.78	80.0
10-410-46 CELL PHONE	110.22	1,071.22	980.00	(91.22)	109.3
10-410-48 TRASH	.00	.00	270.00	270.00	.0
10-410-52 INSURANCE & BONDS	7,257.06	36,825.20	25,000.00	(11,825.20)	147.3
10-410-54 ADVERTISING	.00	512.88	250.00	(262.88)	205.2
10-410-55 POSTAGE & SHIPPING	150.00	530.64	1,500.00	969.36	35.4
10-410-58 TRAVEL & MEETINGS	99.57	2,714.94	3,500.00	785.06	77.6
10-410-61 OPERATING SUPPLIES	1,024.59	4,581.90	10,000.00	5,418.10	45.8
10-410-68 COPIER EXPENSE	122.81	814.38	600.00	(214.38)	135.7
10-410-70 IT SUPPORT	.00	281.96	15,000.00	14,718.04	1.9
10-410-71 COMPUTER SOFTWARE	638.99	1,604.74	3,000.00	1,395.26	53.5
10-410-90 DUES & SUBSCRIPTIONS	.00	876.08	2,500.00	1,623.92	35.0
10-410-91 NEWSLETTERS & PUBLICATIONS	.00	738.25	.00	(738.25)	.0
TOTAL GENERAL GOVERNMENTAL	11,307.79	83,834.52	111,602.00	27,767.48	75.1
<u>ADMINISTRATION DEPARTMENT</u>					
10-411-11 SALARY-TOWN CLERK	.00	543.00	.00	(543.00)	.0
10-411-15 ADMINISTRATION DEPT EMPLOYEES	6,887.14	78,887.70	86,649.00	7,761.30	91.0
10-411-20 EMPLOYEE BENEFITS	500.75	8,383.38	13,847.00	5,463.62	60.5
10-411-22 FICA & MEDICARE	444.87	5,998.53	6,629.00	630.47	90.5
10-411-23 457 RETIREMENT	240.22	3,095.40	6,190.00	3,094.60	50.0
10-411-25 UNEMPLOYMENT INS	.51	90.46	254.00	163.54	35.6
10-411-26 WORKERS' COMPENSATION	.00	(3,330.54)	150.00	3,480.54	(2220.
10-411-27 EMPLOYEE APPRECIATION	.00	66.91	1,000.00	933.09	6.7
10-411-28 TA VEHICLE STIPEND	.00	.00	1,000.00	1,000.00	.0
TOTAL ADMINISTRATION DEPARTMENT	8,073.49	93,734.84	115,719.00	21,984.16	81.0

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>JUDICIAL DEPARTMENT</u>					
10-412-00 CONTRACT-JUDGE	625.00	3,750.00	3,600.00	(150.00)	104.2
10-412-01 CONTRACT-TOWN PROSECUTOR	.00	2,655.00	3,000.00	345.00	88.5
10-412-35 COPIER LEASE	90.86	434.99	125.00	(309.99)	348.0
10-412-41 TELEPHONE & INTERNET	.00	.00	100.00	100.00	.0
10-412-55 POSTAGE	90.00	198.65	50.00	(148.65)	397.3
10-412-61 OFFICE SUPPLIES	6.98	90.12	150.00	59.88	60.1
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	812.84	7,128.76	7,525.00	396.24	94.7
<u>MAYOR & LEGISLATIVE BOARDS</u>					
10-413-10 MAYOR COMPENSATION	200.00	2,200.00	2,400.00	200.00	91.7
10-413-11 BOARD OF TRUSTEES COMPENSATION	240.00	2,640.00	2,880.00	240.00	91.7
10-413-12 BOARD OF TRUSTEES APPRECIATION	.00	.00	500.00	500.00	.0
10-413-22 FICA & MEDICARE	33.66	370.26	404.00	33.74	91.7
10-413-26 WORKER'S COMPENSATION	.00	49.46	140.00	90.54	35.3
10-413-40 BOARD OF TRUSTEES TRAINING	.00	.00	3,000.00	3,000.00	.0
10-413-51 E & O INSURANCE	.00	3,084.63	2,000.00	(1,084.63)	154.2
10-413-58 BOARD TRAVEL & MEETINGS	.00	260.00	5,000.00	4,740.00	5.2
10-413-71 COMPUTER SOFTWARE	137.47	305.61	.00	(305.61)	.0
10-413-90 DUES & SUBSCRIPTIONS	843.00	843.00	2,500.00	1,657.00	33.7
TOTAL MAYOR & LEGISLATIVE BOARDS	1,454.13	9,752.96	18,824.00	9,071.04	51.8
<u>ELECTIONS</u>					
10-414-00 ELECTIONS	.00	2,748.81	3,000.00	251.19	91.6
TOTAL ELECTIONS	.00	2,748.81	3,000.00	251.19	91.6
<u>TREASURER'S OFFICE</u>					
10-415-15 COLLECTIONS (TREASURERS FEE)	7.59	9,832.50	8,000.00	(1,832.50)	122.9
10-415-30 TOWN LEGAL	3,827.00	49,053.00	35,000.00	(14,053.00)	140.2
10-415-40 REPORTING & PUBLISHING	.00	87.40	1,200.00	1,112.60	7.3
TOTAL TREASURER'S OFFICE	3,834.59	58,972.90	44,200.00	(14,772.90)	133.4

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ECONOMIC DEVELOPMENT</u>					
10-416-50	.00	.00	20,000.00	20,000.00	.0
10-416-51	.00	2,670.00	4,500.00	1,830.00	59.3
	.00	2,670.00	24,500.00	21,830.00	10.9
<u>COMMUNITY DEVELOPMENT</u>					
10-417-30	.00	.00	1,000.00	1,000.00	.0
10-417-35	.00	.00	95.00	95.00	.0
10-417-44	.00	.00	105.00	105.00	.0
10-417-55	.00	.00	500.00	500.00	.0
10-417-61	.00	.00	120.00	120.00	.0
10-417-63	.00	.00	500.00	500.00	.0
10-417-68	.00	.00	120.00	120.00	.0
10-417-70	.00	.00	200.00	200.00	.0
10-417-71	.00	168.14	100.00	(68.14)	168.1
10-417-85	.00	.00	500.00	500.00	.0
10-417-91	.00	.00	2,100.00	2,100.00	.0
	.00	168.14	5,340.00	5,171.86	3.2
<u>PLANNING & ZONING</u>					
10-418-30	2,171.50	5,542.50	3,500.00	(2,042.50)	158.4
10-418-35	.00	.00	95.00	95.00	.0
10-418-40	.00	.00	1,000.00	1,000.00	.0
10-418-41	.00	.00	425.00	425.00	.0
10-418-44	.00	51.86	105.00	53.14	49.4
10-418-49	.00	.00	500.00	500.00	.0
10-418-51	.00	14.06	200.00	185.94	7.0
10-418-54	.00	667.91	1,000.00	332.09	66.8
10-418-55	.00	17.94	420.00	402.06	4.3
10-418-61	.00	225.54	50.00	(175.54)	451.1
10-418-68	.00	.00	100.00	100.00	.0
10-418-70	.00	.00	100.00	100.00	.0
10-418-71	.00	278.14	100.00	(178.14)	278.1
10-418-93	.00	.00	82,500.00	82,500.00	.0
10-418-94	.00	.00	5,000.00	5,000.00	.0
10-418-97	.00	.00	37,500.00	37,500.00	.0
10-418-98	.00	.00	30,000.00	30,000.00	.0
	2,171.50	6,797.95	162,595.00	155,797.05	4.2

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY PROGRAMS</u>					
10-419-00	.00	20,071.85	20,000.00	(71.85)	100.4
10-419-01	1,380.79	7,417.11	4,000.00	(3,417.11)	185.4
10-419-02	.00	.00	4,000.00	4,000.00	.0
10-419-05	.00	625.70	2,000.00	1,374.30	31.3
10-419-10	.00	.00	25,000.00	25,000.00	.0
10-419-20	.00	2,190.00	10,000.00	7,810.00	21.9
10-419-50	.00	(6,925.20)	.00	6,925.20	.0
10-419-58	.00	.00	2,000.00	2,000.00	.0
10-419-61	.00	13.77	.00	(13.77)	.0
10-419-62	.00	.00	20,000.00	20,000.00	.0
10-419-65	.00	1,692.78	2,000.00	307.22	84.6
10-419-66	.00	.00	1,500.00	1,500.00	.0
10-419-91	.00	320.40	1,200.00	879.60	26.7
10-419-99	65.06	475.66	.00	(475.66)	.0
TOTAL COMMUNITY PROGRAMS	1,445.85	25,882.07	91,700.00	65,817.93	28.2

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
10-421-02 CONTRACT SERVICES	.00	1,134.50	3,600.00	2,465.50	31.5
10-421-04 EQUIPMENT	1,398.13	32,819.49	45,250.00	12,430.51	72.5
10-421-15 POLICE SALARIES	15,104.88	155,335.24	179,727.00	24,391.76	86.4
10-421-20 EMPLOYEE BENEFITS	1,723.40	17,475.00	28,649.00	11,174.00	61.0
10-421-21 VEHICLE/MOBILE EQUIPMENT	.00	11,105.46	6,000.00	(5,105.46)	185.1
10-421-22 FICA & MEDICARE	229.67	2,355.96	13,749.00	11,393.04	17.1
10-421-23 PENSION-FPPA	1,447.02	14,862.11	16,175.00	1,312.89	91.9
10-421-24 DEATH & DISABILITY-FPPA	143.52	1,312.72	2,876.00	1,563.28	45.6
10-421-25 UNEMPLOYMENT INSURANCE	.00	83.58	539.00	455.42	15.5
10-421-26 WORKERS' COMPENSATION	.00	3,840.46	7,510.00	3,669.54	51.1
10-421-28 FARM HOUSE UTILITIES-GAS & ELC	530.40	2,961.27	.00	(2,961.27)	.0
10-421-29 UNIFORMS	.00	1,704.57	3,000.00	1,295.43	56.8
10-421-30 PROFESSIONAL LEGAL SERVICES	64.50	964.50	1,000.00	35.50	96.5
10-421-35 COPIER LEASE	30.29	145.01	95.00	(50.01)	152.6
10-421-40 TRAINING	44.00	2,798.66	3,000.00	201.34	93.3
10-421-41 TELEPHONE & INTERNET	.00	255.44	2,735.00	2,479.56	9.3
10-421-42 COM CENTER PHONE LINE	.00	364.73	1,821.00	1,456.27	20.0
10-421-43 REPAIRS AND MAINTENANCE (AUTO)	7.75	1,531.99	5,525.00	3,993.01	27.7
10-421-44 UTILITIES-ELECTRIC	57.35	764.65	750.00	(14.65)	102.0
10-421-45 UTILITIES-GAS	.00	461.78	400.00	(61.78)	115.5
10-421-46 CELL PHONE	223.08	2,050.34	350.00	(1,700.34)	585.8
10-421-48 TRASH	.00	.00	270.00	270.00	.0
10-421-49 OTHER MISCELLANEOUS	116.52	1,223.90	1,000.00	(223.90)	122.4
10-421-52 INSURANCE & BONDS	4,903.42	15,225.18	25,000.00	9,774.82	60.9
10-421-55 PRINTING	.00	745.00	800.00	55.00	93.1
10-421-61 OFFICE/GEN OPERATING SUPPLIES	1,640.69	2,225.60	1,000.00	(1,225.60)	222.6
10-421-62 FUEL	.00	6,989.72	8,500.00	1,510.28	82.2
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	137.47	497.62	9,760.00	9,262.38	5.1
10-421-72 AMMUNITION	.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	599.73	100.00	(499.73)	599.7
10-421-90 MEMBERSHIP DUES	.00	110.00	253.00	143.00	43.5
TOTAL POLICE DEPARTMENT	27,802.09	281,965.66	376,473.00	94,507.34	74.9
<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	865.00	5,000.00	4,135.00	17.3
10-424-31 COMMERCIAL BUILDING REVIEW	172.50	23,705.41	5,000.00	(18,705.41)	474.1
10-424-32 RESIDENTIAL BUILDING REVIEW	737.50	89,922.60	5,000.00	(84,922.60)	1798.5
10-424-40 EMPLOYEE TRAINING	.00	.00	2,000.00	2,000.00	.0
TOTAL BUILDING INSPECTION DEPARTMEN	910.00	114,621.45	18,000.00	(96,621.45)	636.8

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS ADMINISTRATION</u>					
10-430-11 SALARY - PW MAINTENANCE(1)	5,208.54	74,026.61	30,779.00	(43,247.61)	240.5
10-430-12 SALARY-PW MAINTENANCE(2)	.00	487.00	.00	(487.00)	.0
10-430-15 SALARY-PW SEASONAL (MOWING)	121.86	1,310.94	6,000.00	4,689.06	21.9
10-430-16 PW EMPLOYEES-FULL TIME	1,538.50	4,624.37	32,718.00	28,093.63	14.1
10-430-20 EMPLOYEE BENEFITS - PW	759.30	4,771.20	13,857.00	9,085.80	34.4
10-430-22 FICA & MEDICARE	498.67	5,858.35	4,493.00	(1,365.35)	130.4
10-430-23 457 RETIREMENT	111.20	847.28	1,603.00	755.72	52.9
10-430-25 UNEMPLOYMENT INSURANCE - PW	4.07	119.79	181.00	61.21	66.2
10-430-26 WORKERS' COMPENSATION - PW	.00	2,065.46	8,250.00	6,184.54	25.0
TOTAL PUBLIC WORKS ADMINISTRATION	8,242.14	94,111.00	97,881.00	3,770.00	96.2
<u>PUBLIC WORKS & STREETS DEPT</u>					
10-431-00 UNIFORMS - PW	52.25	726.35	3,500.00	2,773.65	20.8
10-431-20 REPAIRS-EQUIPMENT & VEHICLES	921.61	13,024.79	9,500.00	(3,524.79)	137.1
10-431-21 STREETS-SIGNS & MATERIAL	118.90	2,294.51	10,000.00	7,705.49	23.0
10-431-22 REPAIRS & MAINTENANCE-STREETS	2,825.00	21,438.68	.00	(21,438.68)	.0
10-431-23 EQUIPMENT RENTAL	.00	.00	200.00	200.00	.0
10-431-24 REPAIRS & MAINTENANCE-STREETS	.00	.00	10,000.00	10,000.00	.0
10-431-25 FARM HOUSE MAINT	.00	3,130.69	1,000.00	(2,130.69)	313.1
10-431-28 FARM HOUSE UTILITIES	.00	.00	2,700.00	2,700.00	.0
10-431-35 COPIER LEASE	30.29	145.01	95.00	(50.01)	152.6
10-431-39 GIS	250.00	250.00	250.00	.00	100.0
10-431-40 EMPLOYEE TRAINING	44.00	44.00	2,500.00	2,456.00	1.8
10-431-41 UTILITIES - ELECTRIC	80.21	2,875.53	1,500.00	(1,375.53)	191.7
10-431-43 BUIDING MAINT	1,111.49	22,051.24	3,000.00	(19,051.24)	735.0
10-431-45 UTILITIES-GAS	14.62	960.22	1,200.00	239.78	80.0
10-431-46 CELL PHONE	74.36	778.32	975.00	196.68	79.8
10-431-47 TELEPHONE & INTERNET	92.08	986.18	800.00	(186.18)	123.3
10-431-48 TRASH	.00	.00	540.00	540.00	.0
10-431-52 INSURANCE - PW	3,530.46	10,477.90	9,611.00	(866.90)	109.0
10-431-55 POSTAGE & SHIPPING-PW	30.00	62.50	.00	(62.50)	.0
10-431-60 STREET LIGHTING - PW	882.48	8,882.33	9,600.00	717.67	92.5
10-431-61 OFFICE SUPPLIES	.00	.00	1,400.00	1,400.00	.0
10-431-62 FUEL - PW	831.40	11,513.49	8,500.00	(3,013.49)	135.5
10-431-63 CONTRACT REFUSE REMOVAL - PW	544.00	2,923.00	2,000.00	(923.00)	146.2
10-431-65 TREE PROGRAM	.00	.00	1,500.00	1,500.00	.0
10-431-66 PEST/WEED CONTROL - PW	.00	567.80	1,600.00	1,032.20	35.5
10-431-68 COPIER EXPENSE	.00	.00	78.00	78.00	.0
10-431-70 IT SUPPORT	.00	.00	2,500.00	2,500.00	.0
10-431-71 COMPUTER SOFTWARE	.00	180.15	424.00	243.85	42.5
10-431-74 EQUIPMENT- CAPITAL OUTLAY	5,558.00	6,768.00	2,250.00	(4,518.00)	300.8
10-431-99 OTHER MISCELLANEOUS - PW	2,462.56	6,007.60	.00	(6,007.60)	.0
TOTAL PUBLIC WORKS & STREETS DEPT	19,453.71	116,088.29	87,223.00	(28,865.29)	133.1

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORMWATER</u>					
10-432-59	11,517.50	23,215.00	5,000.00	(18,215.00)	464.3
10-432-60	14,637.50	27,200.00	50,000.00	22,800.00	54.4
10-432-61	.00	.00	5,000.00	5,000.00	.0
10-432-62	.00	.00	1,000.00	1,000.00	.0
10-432-63	.00	.00	1,000.00	1,000.00	.0
10-432-64	.00	.00	500.00	500.00	.0
10-432-65	.00	389.49	2,000.00	1,610.51	19.5
	<u>26,155.00</u>	<u>50,804.49</u>	<u>64,500.00</u>	<u>13,695.51</u>	<u>78.8</u>
<u>PARK & RECREATION</u>					
10-451-10	.00	480.00	.00	(480.00)	.0
10-451-11	1,606.50	5,722.08	17,991.00	12,268.92	31.8
10-451-12	190.00	1,970.36	16,141.00	14,170.64	12.2
10-451-16	307.70	923.07	5,006.00	4,082.93	18.4
10-451-20	79.58	159.16	.00	(159.16)	.0
10-451-22	160.98	659.12	641.00	(18.12)	102.8
10-451-23	9.24	18.65	.00	(18.65)	.0
10-451-25	4.21	16.83	25.00	8.17	67.3
10-451-26	.00	1,035.95	1,500.00	464.05	69.1
10-451-30	.00	56.39	1,000.00	943.61	5.6
10-451-38	37.18	649.86	490.00	(159.86)	132.6
10-451-39	92.08	791.18	1,200.00	408.82	65.9
10-451-40	.00	.00	1,000.00	1,000.00	.0
10-451-41	(200.31)	6,820.44	12,000.00	5,179.56	56.8
10-451-43	266.13	15,953.17	15,000.00	(953.17)	106.4
10-451-44	1,450.00	12,468.50	15,000.00	2,531.50	83.1
10-451-48	.00	.00	800.00	800.00	.0
10-451-55	.00	460.20	1,200.00	739.80	38.4
10-451-60	216.70	216.70	735.00	518.30	29.5
10-451-61	70.99	3,852.91	4,500.00	647.09	85.6
10-451-62	.00	1,180.41	3,000.00	1,819.59	39.4
10-451-70	.00	.00	100.00	100.00	.0
10-451-71	159.99	1,586.13	2,100.00	513.87	75.5
10-451-81	.00	2,004.75	.00	(2,004.75)	.0
10-451-83	.00	155.68	2,000.00	1,844.32	7.8
10-451-84	667.80	7,863.19	10,100.00	2,236.81	77.9
10-451-86	.00	496.88	1,000.00	503.12	49.7
10-451-87	40.00	4,778.00	1,200.00	(3,578.00)	398.2
10-451-88	.00	1,971.71	2,000.00	28.29	98.6
10-451-90	.00	.00	500.00	500.00	.0
10-451-91	.00	8.98	.00	(8.98)	.0
10-451-92	.00	241.45	100.00	(141.45)	241.5
10-451-93	.00	.00	200.00	200.00	.0
	<u>5,158.77</u>	<u>72,541.75</u>	<u>116,529.00</u>	<u>43,987.25</u>	<u>62.3</u>

TOWN OF WIGGINS
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	116,821.90	1,021,823.59	1,345,611.00	323,787.41	75.9
NET REVENUE OVER EXPENDITURES	(36,779.39)	686,406.65	2,556.00	(683,850.65)	26854.

TOWN OF WIGGINS
BALANCE SHEET
NOVEMBER 30, 2022

WATER ENTERPRISE

<u>ASSETS</u>		
20-10100	CASH IN COMBINED CASH FUND	1,341,017.96
20-10120	CASH ON HAND	50.00
20-10210	WATER ENTERPRISE CLEARING ACCT	7,603.69
20-10250	COLOTRUST-WATER FUND	108.45
20-10251	HIGH PLAINS WATER ENTPR FUND	182,855.34
20-10260	COLOTRUST - DEVELOPMENT FEES	108.52
20-10261	2011 USDA DEBT SERV RESERVE	101,283.09
20-10262	2013 USDA DEBT SERV RESERVE	154,648.97
20-10270	COLOTRUST-WATER BOND ACCOUNT	22.21
20-10271	63.23% BOTW DEBT SERVICE	520.31
20-10273	2020 BOTW LOAN--SINKING FUND	456,884.21
20-10280	COLOTRUST-WATER BOND RESERVE	109.47
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	108.51
20-11500	ACCOUNTS RECEIVABLE	71,841.58
20-14000	CWCB LOAN PROCEEDS ESCROW	1,133,775.50
20-14100	PREPAID EXPENSE	276.31
20-16100	LAND	661,549.57
20-16200	WATER RIGHTS	5,022,202.92
20-16300	CONSTRUCTION IN PROGRESS	46,000.00
20-16400	PLANT EQUIPMENT	7,382,696.17
20-16401	OTHER EQUIPMENT	28,834.06
20-16410	ACCUMULATED DEPRECIATION	(1,796,869.05)
	TOTAL ASSETS	15,072,806.47
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
20-20300	ACCRUED COMPENSATED ABSENCES	7,101.64
20-20301	ACCR'D COMP ABS--CURR. PORTION	1,775.41
20-20400	ACCRUED INTEREST PAYABLE	157,563.15
20-22530	2013 USDA	471,062.09
20-22540	REVENUE BOND PAYABLE-REA	2,719,371.76
20-22550	BOTW LOAN--63.23% WATER	1,827,739.03
20-22600	CAPITAL LEASES PAYABLE	239,931.50
20-22650	2017 CWCB NOTE PAYABLE	2,408,850.00
20-22900	CUSTOMER DEPOSIT LIABILITY	66,886.85
	TOTAL LIABILITIES	7,900,281.43
<u>FUND EQUITY</u>		
20-27900	RETAINED EARNINGS	6,464,467.93
UNAPPROPRIATED FUND BALANCE:		
20-29001	SUSPENSE	154,951.67
	REVENUE OVER EXPENDITURES - YTD	561,669.92
	BALANCE - CURRENT DATE	716,621.59

TOWN OF WIGGINS
BALANCE SHEET
NOVEMBER 30, 2022

WATER ENTERPRISE

TOTAL FUND EQUITY	<hr/>	7,181,089.52
TOTAL LIABILITIES AND EQUITY		<hr/> <hr/>

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
20-34000 WATER SALES	75,387.99	870,738.76	882,000.00	11,261.24	98.7
20-34001 CUSTOMER DEPOSITS	.00	445.00	35,000.00	34,555.00	1.3
20-34002 BULK WATER SALES	.00	5,508.20	3,000.00	(2,508.20)	183.6
20-34440 TAP FEES & ACQUISITION FEES	60,000.00	553,000.00	800,000.00	247,000.00	69.1
20-34442 WATER METER SALES	556.00	834.00	.00	(834.00)	.0
20-34450 MISCELLANEOUS WATER INCOME	1,303.00	17,299.00	15,000.00	(2,299.00)	115.3
20-36000 WATER DEVELOPMENT CONTRIBUTION	.00	703.91	.00	(703.91)	.0
20-36001 RENTAL INCOME	.00	.00	12,000.00	12,000.00	.0
20-36100 INTEREST EARNED	1.33	310.26	.00	(310.26)	.0
TOTAL FUND REVENUE	137,248.32	1,448,839.13	1,747,000.00	298,160.87	82.9

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROFESSIONAL SERVICES</u>					
20-410-13 FINANCIAL AUDIT	.00	5,000.00	4,000.00	(1,000.00)	125.0
20-410-30 LEGAL SERVICE	.00	2,436.50	5,000.00	2,563.50	48.7
20-410-31 WATER RIGHTS EXPENSES	4,446.00	60,997.07	95,000.00	34,002.93	64.2
20-410-32 PROFESSIONAL SERVICES	7,896.61	87,149.09	90,000.00	2,850.91	96.8
20-410-33 POSTAGE	150.00	1,051.91	2,000.00	948.09	52.6
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	348.22	4,000.00	3,651.78	8.7
20-410-44 POSTAGE MACHINE LEASE	.00	.00	105.00	105.00	.0
20-410-59 DESIGN/SYSTEM ENGINEERING	16,818.00	51,498.00	5,000.00	(46,498.00)	1030.0
TOTAL PROFESSIONAL SERVICES	29,310.61	208,480.79	216,105.00	7,624.21	96.5

WATER ADMINISTRATION

20-411-11 SALARY-TOWN CLERK	.00	407.26	.00	(407.26)	.0
20-411-12 EMPLOYEE SALARY-ADMINISTRATION	.00	.00	65,793.00	65,793.00	.0
20-411-15 ADMINISTRATION DEPT EMPLOYEES	5,832.01	63,227.27	.00	(63,227.27)	.0
20-411-20 EMPLOYEE BENEFITS	331.27	5,800.31	10,505.00	4,704.69	55.2
20-411-22 FICA & MEDICARE	439.71	4,804.77	5,033.00	228.23	95.5
20-411-23 457 RETIREMENT	223.74	2,749.45	5,116.00	2,366.55	53.7
20-411-25 UNEMPLOYMENT INSURANCE	2.29	36.49	197.00	160.51	18.5
20-411-26 WORKERS' COMPENSATION	.00	(1,758.55)	145.00	1,903.55	(1212.
20-411-72 UTILITY BILLING SOFTWARE EXP	.00	2,172.00	2,920.00	748.00	74.4
TOTAL WATER ADMINISTRATION	6,829.02	77,439.00	89,709.00	12,270.00	86.3

PUBLIC WORKS ADMINISTRATION

20-430-11 SALARY-PW MAINTENANCE	1,699.22	13,662.01	30,040.00	16,377.99	45.5
20-430-15 EMPL SALARY-PW P/T SEASONAL	.00	.00	1,950.00	1,950.00	.0
20-430-20 EMPLOYEE BENEFITS	339.86	2,306.02	5,730.00	3,423.98	40.2
20-430-22 FICA & MEDICARE	116.58	897.45	2,298.00	1,400.55	39.1
20-430-23 457 RETIREMENT	50.98	409.89	901.00	491.11	45.5
20-430-25 UNEMPLOYMENT INSURANCE	1.24	10.71	90.00	79.29	11.9
20-430-26 WORKERS' COMPENSATION	.00	354.75	3,345.00	2,990.25	10.6
TOTAL PUBLIC WORKS ADMINISTRATION	2,207.88	17,640.83	44,354.00	26,713.17	39.8

SUPPLIES

20-431-20 REPAIRS-EQUIPMENT & VEHICLES	8.48	8.48	.00	(8.48)	.0
20-431-22 EQUIPMENT REPAIRS AND MAINT	.00	2,753.16	5,000.00	2,246.84	55.1
20-431-62 FUEL	.00	262.81	6,000.00	5,737.19	4.4
20-431-75 VEHICLE REPAIR	.00	.00	5,000.00	5,000.00	.0
TOTAL SUPPLIES	8.48	3,024.45	16,000.00	12,975.55	18.9

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATIONS</u>					
20-432-00	.00	.00	2,500.00	2,500.00	.0
20-432-05	.00	267.41	.00	(267.41)	.0
20-432-30	160.00	2,960.00	6,000.00	3,040.00	49.3
20-432-35	151.43	724.97	477.00	(247.97)	152.0
20-432-37	670.70	11,755.05	12,000.00	244.95	98.0
20-432-39	1,125.00	1,125.00	1,125.00	.00	100.0
20-432-40	190.12	1,580.65	800.00	(780.65)	197.6
20-432-41	5,144.32	56,397.89	70,000.00	13,602.11	80.6
20-432-45	156.18	1,984.50	500.00	(1,484.50)	396.9
20-432-46	.00	.00	764.00	764.00	.0
20-432-48	.00	.00	100.00	100.00	.0
20-432-49	.00	6,066.66	100.00	(5,966.66)	6066.7
20-432-50	.00	1,220.00	300.00	(920.00)	406.7
20-432-52	1,961.37	9,083.88	8,000.00	(1,083.88)	113.6
20-432-53	69.29	424.94	12,000.00	11,575.06	3.5
20-432-54	.00	1,234.48	7,500.00	6,265.52	16.5
20-432-55	4,575.83	22,651.27	30,000.00	7,348.73	75.5
20-432-56	3,523.56	28,408.44	15,000.00	(13,408.44)	189.4
20-432-57	1,344.40	4,978.11	7,500.00	2,521.89	66.4
20-432-59	5.87	2,258.68	1,000.00	(1,258.68)	225.9
20-432-61	.00	406.51	1,500.00	1,093.49	27.1
20-432-68	126.53	839.05	390.00	(449.05)	215.1
20-432-70	.00	.00	500.00	500.00	.0
20-432-75	.00	1,302.24	.00	(1,302.24)	.0
20-432-85	.00	.00	70,000.00	70,000.00	.0
20-432-87	.00	.00	5,000.00	5,000.00	.0
20-432-90	.00	.00	100,000.00	100,000.00	.0
20-432-99	199.00	42,900.95	1,000.00	(41,900.95)	4290.1
TOTAL OPERATIONS	19,403.60	198,570.68	354,056.00	155,485.32	56.1
<u>DEBT SERVICE</u>					
20-471-09	.00	.00	45,000.00	45,000.00	.0
20-471-11	63,313.00	147,072.00	147,000.00	(72.00)	100.1
20-471-12	7,020.84	42,125.04	42,125.00	(.04)	100.0
20-471-13	.00	36,132.75	40,000.00	3,867.25	90.3
20-471-14	.00	156,683.67	95,000.00	(61,683.67)	164.9
TOTAL DEBT SERVICE	70,333.84	382,013.46	369,125.00	(12,888.46)	103.5
TOTAL FUND EXPENDITURES	128,093.43	887,169.21	1,089,349.00	202,179.79	81.4
NET REVENUE OVER EXPENDITURES	9,154.89	561,669.92	657,651.00	95,981.08	85.4

TOWN OF WIGGINS
BALANCE SHEET
NOVEMBER 30, 2022

SEWER ENTERPRISE

ASSETS

30-10100	CASH IN COMBINED CASH FUND	1,225,843.96	
30-10250	COLOTRUST FUND	108.45	
30-10251	HIGH PLAINS SEWER ENTPR FUND	63,669.45	
30-10260	COLOTRUST SEWER PROJECT	108.45	
30-10271	36.77% BOTW DEBT SERVICE	1,723.39	
30-10273	2020 BOTW LOAN--SINKING FUND	265,690.79	
30-10282	2020 BOTW LOAN--D.S. RESERVE	148,803.41	
30-10290	CD 1726--STORM SEWER WGNS SCH	12,344.09	
30-11500	ACCOUNTS RECEIVABLE	34,381.93	
30-14100	PREPAID EXPENSE	276.30	
30-16100	LAND	821,659.00	
30-16200	BUILDINGS	130,310.00	
30-16300	CONSTRUCTION IN PROGRESS	63,081.99	
30-16400	EQUIPMENT	2,118,488.31	
30-16401	OTHER EQUIPMENT	25,098.72	
30-16410	ACCUMULATED DEPRECIATION-EQ	(768,463.19)	
	TOTAL ASSETS		<u><u>4,143,125.05</u></u>

LIABILITIES AND EQUITY

LIABILITIES

30-20300	ACCRUED COMPENSATED ABSENCES	7,101.64	
30-20301	ACCR'D COMP ABS--CURR. PORTION	1,775.41	
30-20400	ACCRUED INTEREST PAYABLE	10,435.84	
30-22550	BOTH 36.77% SEWER LOAN	1,062,880.97	
30-22900	CUSTOMER DEPOSIT LIABILITY	9,848.32	
30-22905	DEVELOPER PERFORMANCE DEPOSIT	11,750.00	
	TOTAL LIABILITIES		1,103,792.18

FUND EQUITY

30-27900	RETAINED EARNINGS	2,830,717.65	
	UNAPPROPRIATED FUND BALANCE:		
30-29001	SUSPENSE	90,108.67	
	REVENUE OVER EXPENDITURES - YTD	151,112.83	
	BALANCE - CURRENT DATE	241,221.50	
	TOTAL FUND EQUITY		<u><u>3,071,939.15</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>4,175,731.33</u></u>

TOWN OF WIGGINS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
30-33420 DOLA GRANT	.00	.00	155,000.00	155,000.00	.0
30-34000 SEWER SALES	35,834.54	289,077.16	248,400.00	(40,677.16)	116.4
30-34001 CUSTOMER DEPOSITS	.00	130.00	35,000.00	34,870.00	.4
30-34440 TAP FEES	24,000.00	238,000.00	320,000.00	82,000.00	74.4
30-36100 INTEREST EARNED	43.65	93.68	.00	(93.68)	.0
30-39110 TRANSFER FROM SALES TAX FUND	.00	.00	85,000.00	85,000.00	.0
TOTAL FUND REVENUE	59,878.19	527,300.84	843,400.00	316,099.16	62.5

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROFESSIONAL SERVICES</u>					
30-410-13 FINANCIAL AUDIT	.00	5,000.00	8,000.00	3,000.00	62.5
30-410-30 LEGAL SERVICE	.00	1,581.00	500.00	(1,081.00)	316.2
30-410-32 PROFESSIONAL SERVICES	1,473.07	19,858.32	15,000.00	(4,858.32)	132.4
30-410-33 POSTAGE	150.00	717.09	2,100.00	1,382.91	34.2
30-410-34 SEWER DEPOSIT REFUND	.00	.00	500.00	500.00	.0
30-410-35 COPIER LEASE	151.40	724.85	477.00	(247.85)	152.0
30-410-40 TRAINING	.00	310.06	1,000.00	689.94	31.0
30-410-44 POSTAGE MACHINE LEASE	.00	.00	105.00	105.00	.0
30-410-67 OFFICE SUPPLIES	.00	.00	200.00	200.00	.0
30-410-68 COPIER EXPENSE	.00	.00	600.00	600.00	.0
TOTAL PROFESSIONAL SERVICES	1,774.47	28,191.32	28,482.00	290.68	99.0
<u>SEWER ADMINISTRATION</u>					
30-411-11 SALARY-TOWN CLERK	.00	407.26	.00	(407.26)	.0
30-411-14 EMPL SALARY'S-ADMINISTRATION	.00	.00	45,524.00	45,524.00	.0
30-411-15 ADMINISTRATION DEPT EMPLOYEES	5,831.99	63,227.23	.00	(63,227.23)	.0
30-411-20 EMPLOYEE BENEFITS	331.26	5,800.20	7,162.00	1,361.80	81.0
30-411-22 FICA & MEDICARE	439.73	4,804.99	3,483.00	(1,321.99)	138.0
30-411-23 457 RETIREMENT	223.72	2,749.21	3,610.00	860.79	76.2
30-411-25 UNEMPLOYMENT INSURANCE	2.29	36.48	137.00	100.52	26.6
30-411-26 WORKERS' COMPENSATION	.00	(1,195.75)	145.00	1,340.75	(824.7)
30-411-70 IT SUPPORT	.00	.00	250.00	250.00	.0
30-411-72 UTILITY SOFTWARE EXP	.00	.00	2,920.00	2,920.00	.0
TOTAL SEWER ADMINISTRATION	6,828.99	75,829.62	63,231.00	(12,598.62)	119.9
<u>PUBLIC WORKS ADMINISTRATION</u>					
30-430-11 SALARY-PW MAINTENANCE	1,083.82	11,815.87	.00	(11,815.87)	.0
30-430-12 SALARY-PW MAINTENANCE	615.40	3,256.92	30,040.00	26,783.08	10.8
30-430-13 EMPL SALARY-PW P/T SEASONAL	.00	.00	1,950.00	1,950.00	.0
30-430-20 EMPLOYEE BENEFITS	339.86	2,306.02	5,730.00	3,423.98	40.2
30-430-22 FICA & MEDICARE	116.52	1,005.52	2,298.00	1,292.48	43.8
30-430-23 457 RETIREMENT	50.96	409.87	901.00	491.13	45.5
30-430-25 UNEMPLOYMENT	1.22	12.97	149.00	136.03	8.7
30-430-26 WORKERS' COMPENSATION	.00	222.95	90.00	(132.95)	247.7
TOTAL PUBLIC WORKS ADMINISTRATION	2,207.78	19,030.12	41,158.00	22,127.88	46.2

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WWTP</u>					
30-431-22	.00	.00	10,000.00	10,000.00	.0
30-431-41	.00	.00	11,000.00	11,000.00	.0
30-431-45	.00	.00	400.00	400.00	.0
30-431-48	.00	.00	876.00	876.00	.0
30-431-51	145.00	4,862.50	5,000.00	137.50	97.3
30-431-59	.00	8,052.50	5,000.00	(3,052.50)	161.1
30-431-62	.00	262.82	3,500.00	3,237.18	7.5
30-431-74	.00	4,162.50	25,000.00	20,837.50	16.7
30-431-75	.00	.00	5,000.00	5,000.00	.0
TOTAL WWTP	145.00	17,340.32	65,776.00	48,435.68	26.4
<u>OPERATIONS</u>					
30-432-00	.00	.00	12,000.00	12,000.00	.0
30-432-05	.00	210.61	.00	(210.61)	.0
30-432-30	160.00	2,960.00	6,000.00	3,040.00	49.3
30-432-39	1,125.00	1,125.00	1,125.00	.00	100.0
30-432-41	1,539.35	19,138.73	25,000.00	5,861.27	76.6
30-432-42	126.03	1,028.24	800.00	(228.24)	128.5
30-432-45	14.61	960.11	100.00	(860.11)	960.1
30-432-46	.00	.00	764.00	764.00	.0
30-432-48	.00	800.00	.00	(800.00)	.0
30-432-50	.00	3,331.00	1,650.00	(1,681.00)	201.9
30-432-51	1,096.90	9,818.90	4,500.00	(5,318.90)	218.2
30-432-52	1,961.37	9,083.86	8,000.00	(1,083.86)	113.6
30-432-53	.00	.00	15,000.00	15,000.00	.0
30-432-54	.00	295.62	.00	(295.62)	.0
30-432-55	.00	.00	1,000.00	1,000.00	.0
30-432-56	120.39	3,158.93	2,500.00	(658.93)	126.4
30-432-57	.00	326.00	2,000.00	1,674.00	16.3
30-432-59	.00	.00	15,000.00	15,000.00	.0
30-432-60	1,965.60	7,936.41	10,000.00	2,063.59	79.4
30-432-61	122.80	915.95	1,500.00	584.05	61.1
30-432-75	.00	1,266.00	331,730.00	330,464.00	.4
30-432-99	.00	(2,113.50)	1,000.00	3,113.50	(211.4)
TOTAL OPERATIONS	8,232.05	60,241.86	439,669.00	379,427.14	13.7
<u>DEBT SERVICE</u>					
30-471-13	.00	132,931.26	80,000.00	(52,931.26)	166.2
30-471-14	.00	42,623.51	.00	(42,623.51)	.0
TOTAL DEBT SERVICE	.00	175,554.77	80,000.00	(95,554.77)	219.4

TOWN OF WIGGINS
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	19,188.29	376,188.01	718,316.00	342,127.99	52.4
NET REVENUE OVER EXPENDITURES	40,689.90	151,112.83	125,084.00	(26,028.83)	120.8

TOWN OF WIGGINS
BALANCE SHEET
NOVEMBER 30, 2022

SALES TAX CAPITAL IMPROVEMENT

<u>ASSETS</u>			
40-10100	CASH IN COMBINED CASH FUND	781,750.39	
40-10250	COLOTRUST FUND	108.45	
40-10251	HIGH PLAINS 1% TAX FUND	15,184.09	
40-11500	ACCOUNTS RECEIVABLE	44,015.44	
	TOTAL ASSETS		841,058.37
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
40-25320	FUND BALANCE	620,845.59	
	TOTAL LIABILITIES		620,845.59
<u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	252,290.86	
	BALANCE - CURRENT DATE	252,290.86	
	TOTAL FUND EQUITY		252,290.86
	TOTAL LIABILITIES AND EQUITY		873,136.45

TOWN OF WIGGINS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

SALES TAX CAPITAL IMPROVEMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
40-31300 1% TOWN SALES TAX	32,078.08	263,077.63	200,000.00	(63,077.63)	131.5
40-36100 INTEREST EARNED	4.06	13.23	5.00	(8.23)	264.6
TOTAL FUND REVENUE	32,082.14	263,090.86	200,005.00	(63,085.86)	131.5

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 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
40-430-15 CAPITAL PROJECT--K PARK ELEC	.00	10,800.00	.00	(10,800.00)	.0
TOTAL CAPITAL PROJECTS	.00	10,800.00	220,000.00	209,200.00	4.9
TOTAL FUND EXPENDITURES	.00	10,800.00	220,000.00	209,200.00	4.9
NET REVENUE OVER EXPENDITURES	32,082.14	252,290.86	(19,995.00)	(272,285.86)	1261.8

TOWN OF WIGGINS
 BALANCE SHEET
 NOVEMBER 30, 2022

CONSERVATION TRUST

<u>ASSETS</u>			
50-10100	CASH IN COMBINED CASH FUND	20,459.98	
50-10250	COLOTRUST FUND	108.45	
50-10251	HIGH PLAINS CNSRVTN TRST FUND	14,230.51	
	TOTAL ASSETS		<u>34,798.94</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
50-25320	FUND BALANCE	24,873.13	
	TOTAL LIABILITIES		24,873.13
<u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	9,999.74	
	BALANCE - CURRENT DATE	9,999.74	
	TOTAL FUND EQUITY		<u>9,999.74</u>
	TOTAL LIABILITIES AND EQUITY		<u>34,872.87</u>

TOWN OF WIGGINS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

CONSERVATION TRUST

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
50-33501 CT - ST PROCEEDS (LOTTERY)	.00	13,514.04	10,000.00	(3,514.04)	135.1
50-36100 INTEREST EARNED	.32	11.77	10.00	(1.77)	117.7
TOTAL FUND REVENUE	.32	13,525.81	10,010.00	(3,515.81)	135.1

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

CONSERVATION TRUST

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
50-411-11	GROUNDSCKEEPER SALARY	.00	.00	5,460.00	5,460.00 .0
50-411-22	FICA	.00 (73.93)	418.00	491.93 (17.7)
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 (73.93)	5,994.00	6,067.93 (1.2)
<u>DEPARTMENT 430</u>					
50-430-15	CAPITAL OUTLAY--K PARK ELEC	.00	3,600.00	.00 (3,600.00) .0
	TOTAL DEPARTMENT 430	.00	3,600.00	.00 (3,600.00) .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	3,526.07	8,994.00	5,467.93 39.2
	NET REVENUE OVER EXPENDITURES	.32	9,999.74	1,016.00 (8,983.74) 984.2



STAFF SUMMARY

Board of Trustees Meeting

December 14, 2022

DATE: December 9, 2022

AGENDA ITEM NUMBER: 5

TOPIC: 2023 Town of Wiggins Budget Public Hearing

STAFF MEMBER RESPONSIBLE: Tom Acre, Town Manager

BACKGROUND:

Each year staff prepares a budget for the upcoming year to present to the Board of Trustees to hold a Public Hearing and formal budget adoption by December 15th. Staff presented and discussed drafts of the 2023 budget at several meetings prior to this meeting. The Board of Trustees provided guidance to staff as the draft budget was presented and discussed. Staff has prepared the 2023 Town of Wiggins Budget for consideration by the citizens and Board of Trustees of the Town of Wiggins at a Public Hearing. After the public hearing, the Board of Trustees will be asked to consider several resolutions required to enact the budget.

SUMMARY:

The 2023 Town Budget takes into consideration the revenues and expenses required to provide the core functions on which to operate the Town. These costs include staff related expenses such as salaries and benefits, department operational costs, water, and wastewater utility costs. Revenues include sales tax, use tax, franchise fees, property tax, various fees for service water, and sewer tap fees, and revenues from water and wastewater utilities.

Staff is presenting a budget that is conservative, reflects priorities, and reflects the goal of using ongoing revenue to fund ongoing needs, while using one-time revenue to fund one-time expenses. The budget includes a proposed 8% salary increase (3% COLA, up to 5% merit) and reflects a modest 5 % increase in the costs of benefits. The Building Permits revenue and inspection expenses are decreased to reflect a potential slowdown in building due to increased interest rates. Water and Sewer Fund revenues also reflect the potential for home building to slow and the use of tap fees for future capital projects and not using those fees to fund operations. Capital Improvement Fund projects include a monument sign at Town Hall, exterior improvements for Town Hall and the Public Works Shop, a crosswalk signal at County Road P and Main Street, Main Street improvements and, a non-potable water line and a stormwater detention pond north of Central.

FISCAL IMPACT:

There is no impact to the 2022 budget by going through this process.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

Adopting the 2023 Budget by or on December 15th each year is a requirement by Colorado State statute of a local government.

OPTIONS AVAILABLE TO THE BOARD OF TRUSTEES:

The Board of Trustees could adopt the Resolutions as presented, request modifications, or not adopt the Resolutions.

MOTION FOR APPROVAL: I make a motion to adopt **Resolution No. 43-2022** – A Resolution Levying General Property Taxes for the Taxable Year 2022 to Help Defray the Costs of Government for the Town of Wiggins, Colorado for the 2023 Budget Year.

MOTION FOR APPROVAL: I make a motion to adopt **Resolution No. 44-2022** - A Resolution Summarizing Expenditures and Revenues for Each Fund and Adopting a Budget for the Town of Wiggins, Colorado for the Calendar Year Beginning January 1, 2023 and Ending December 31, 2023

MOTION FOR APPROVAL: I make a motion to adopt **Resolution No. 45-2022** – A Resolution Appropriating Sums of Money to the Various Funds and Spending Agencies in the Amounts and for the Purposes Set Forth Below for the Town of Wiggins, Colorado for the 2023 Budget Year

MOTION FOR APPROVAL: I make a motion to adopt **Resolution No. 46-2022** - A Resolution Certifying Compliance with Article X, Section 20 of the Colorado Constitution.

MOTION FOR APPROVAL: I make a motion to adopt **Resolution No. 47-2022** - A Resolution Creating a Non-Emergency Reserve for the Town of Wiggins, Colorado.

ACTION REQUESTED: MOTION, SECOND, ROLL-CALL VOTE

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

TOWN OF WIGGINS 2023 BUDGET FINAL

December 14, 2022

GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
GENERAL FUND					
Beginning General Fund Balance		\$763,045	\$1,664,103	\$1,178,653	\$1,871,613
General Fund Revenue					
10-30004	GENERAL MISCELLANEOUS	\$0	\$0	\$1,266	\$0
10-31100	CURRENT PROPERTY TAX	\$404,887	\$499,772	\$500,799	\$524,164
10-31200	SPECIFIC OWNERSHIP	\$34,786	\$25,000	\$33,031	\$30,000
10-31300	1% TOWN SALES TAX	\$256,680	\$200,000	\$271,200	\$300,000
10-31301	USE TAX	\$167,596	\$120,000	\$287,860	\$10,000
10-31420	CIGARETTE TAX	\$2,560	\$1,800	\$1,624	\$1,500
10-31810	SEVERENCE TAX	\$7,996	\$6,500	\$53,075	\$10,000
10-31820	FRANCHISE FEE-MORGAN CTY REA	\$8,872	\$8,000	\$6,978	\$8,000
10-31821	FRANCHISE FEE-XCEL ENERGY	\$9,209	\$8,000	\$11,763	\$8,000
10-31823	FRANCHISE FEE-WIGGINS TELE (Blue Lightening)	\$3,431	\$2,750	\$2,755	\$2,750
10-31900	PENALTIES & INTEREST	\$628	\$0	\$885	\$0
10-32110	LIQUOR LICENSE (15%)	\$386	\$175	\$100	\$175
10-32210	BUILDING PERMITS	\$139,198	\$50,000	\$135,490	\$25,000
10-33410	GRANTS (DOLA CARES Act)	\$92	\$0	\$0	\$0
10-33412	DOLA EIAF 2021	\$0	\$82,500	\$0	\$82,500
	DOLA REDI GRANT (pass thru)	\$0	\$0	\$0	\$150,000
10-33415	FEDERAL GRANT - ARP	\$146,160	\$146,160	\$146,160	\$0
10-33430	MISCELLANEOUS FEES	\$4,270	\$0	\$395	\$0
10-33530	HIGHWAY USERS TAX	\$56,561	\$38,000	\$47,000	\$55,000
10-33550	ADDITIONAL MOTOR VEHICLE	\$8,681	\$6,000	\$8,250	\$6,000
10-33800	ROAD & BRIDGE	\$46,091	\$38,000	\$55,024	\$40,000
10-34210	SPECIAL POLICE SERVICES	\$95	\$0	\$102	\$0
10-34215	VIN INSPECTIONS	\$615	\$250	\$780	\$250
10-34220	BUILDING DEVELOPMENT REVIEW	\$10,463	\$5,000	\$15,500	\$5,000
10-34221	BUILDING INSPECTION PLAN REVIEW	\$500	\$1,000	\$45,360	\$1,000
10-34281	ADULT ACTIVITIES FEE	\$0	\$0	\$3,500	\$0
10-34282	PARKS & REC FEES	\$7,564	\$0	\$0	\$0
10-34283	SOFTBALL REG FEES	\$0	\$2,000	\$0	\$2,000
10-34284	BASEBALL REG FEES	\$7,640	\$11,000	\$8,635	\$11,000
10-34286	VOLLEYBALL REG FEES	\$860	\$1,000	\$530	\$1,000
10-34287	SOCCER REG FEES	\$885	\$1,500	\$6,395	\$1,500
10-34289	MISCELLANEOUS ACTIVITY FEES	\$385	\$2,000	\$0	\$2,000
10-34290	MISCELLANEOUS FEES	\$1,511	\$0	\$0	\$0
10-34292	ABATEMENTS	\$0	\$0	\$0	\$0
10-35100	COURT APPEAL & BONDS	\$0	\$0	\$0	\$0
10-35110	COURT FINES-MUNICIPAL	\$47,847	\$30,000	\$33,200	\$30,000
10-36000	OTHER MISCELLANEOUS	\$1,682	\$0	\$29,893	\$0
10-36005	CASH OVER/SHORT	\$0	\$0	\$0	\$0

TOWN OF WIGGINS 2023 BUDGET FINAL

December 14, 2022

GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
10-36010	DOG LICENSES/CLINIC	\$470	\$300	\$315	\$300
10-36011	BUSINESS LICENSES	\$340	\$3,500	\$3,881	\$3,500
10-36012	CONTRACTOR LICENSES	\$2,011	\$1,800	\$1,125	\$1,800
10-36013	GOLF CART LICENSES	\$370	\$150	\$730	\$150
10-36014	MISCELLANEOUS FEES	\$0	\$0	\$0	\$0
10-36020	CULTURE & RECREATIONAL FEES	\$0	\$0	\$0	\$0
10-36030	DONATIONS & SPECIAL EVENTS	\$1,150	\$0	\$410	\$0
10-36040	INSURANCE PROCEEDS	\$46,201	\$0	\$5,598	\$0
10-36050	CAPITAL CREDITS RECEIVED	\$0	\$0	\$0	\$0
10-36100	INTEREST ON SAVINGS	\$19	\$10	\$10	\$10
10-36310	BUILDING & FARM RENT	\$5,730	\$6,000	\$6,000	\$6,000
10-36314	LEGAL SETTLEMENTS	\$0	\$0	\$0	\$0
10-36420	REFUNDS	\$17,421	\$0	\$3,446	\$0
10-36500	CONTRIBUTIONS/DONATIONS	\$395	\$0	\$315	\$0
10-36501	SPONSORSHIPS	\$465	\$0	\$1,500	\$0
10-36510	OTHER GRANTS	\$0	\$0	\$28,995	\$0
10-36511	GRANTS - LEAF	\$2,925	\$0	\$2,900	\$0
10-36512	GRANTS -DUI	\$3,014	\$0	\$4,750	\$0
10-36513	GRANTS - POLICE TRAINING	\$2,107	\$0	\$1,576	\$0
10-36514	GRANTS- SIPA	\$0	\$0	\$6,500	\$0
10-36515	GRANTS - CIOT	\$975	\$0	\$2,189	\$0
10-39001	DEBT PROCEEDS	\$0	\$0	\$0	\$0
10-39160	TRANSFER FROM SALES TAX FUND	\$0	\$50,000	\$50,000	\$0
10-39210	SALE OF FIXED ASSETS	\$0	\$0	\$23,899	\$0
Total General Fund Revenue		\$1,461,724	\$1,348,167	\$1,851,688	\$1,318,599
General Government					
10-410-13	FINANCIAL AUDIT	\$7,667	\$9,000	\$5,000	\$5,000
10-410-32	PROFESSIONAL SERVICES	\$18,014	\$15,000	\$20,500	\$22,500
10-410-34	CODIFICATION	\$0	\$12,000	\$0	\$12,000
10-410-35	COPIER LEASE	\$1,026	\$477	\$650	\$650
10-410-40	EMPLOYEE TRAINING	\$2,621	\$5,000	\$1,500	\$5,000
10-410-41	TELEPHONE & INTERNET	\$1,197	\$800	\$1,200	\$1,400
10-410-42	UTILITIES--ELECTRIC	\$1,271	\$3,000	\$850	\$2,000
10-410-43	OFFICE BLDG REPAIRS & MAINT	\$3,535	\$2,000	\$2,500	\$5,000
10-410-44	POSTAGE METER LEASE	\$218	\$525	\$250	\$250
10-410-45	UTILITES-GAS	\$864	\$1,200	\$1,200	\$1,500
10-410-46	CELL PHONE	\$813	\$980	\$1,130	\$1,260
10-410-48	TRASH	\$0	\$270	\$270	\$300
10-410-52	INSURANCE & BONDS	\$30,647	\$25,000	\$29,568	\$32,180
10-410-54	ADVERTISING	\$375	\$250	\$525	\$600
10-410-55	POSTAGE & SHIPPING	\$1,444	\$1,500	\$500	\$800
10-410-58	TRAVEL & MEETINGS	\$1,921	\$3,500	\$2,825	\$5,200
10-410-61	OPERATING SUPPLIES	\$13,225	\$10,000	\$4,825	\$5,500

TOWN OF WIGGINS 2023 BUDGET FINAL

December 14, 2022

GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
10-410-68	COPIER EXPENSE	\$127	\$600	\$700	\$725
10-410-70	IT SUPPORT	\$314	\$15,000	\$300	\$15,000
10-410-71	COMPUTER SOFTWARE	\$4,045	\$3,000	\$2,500	\$3,000
10-410-87	EQUIPMENT	\$0	\$0	\$0	\$0
10-410-90	DUES & SUBSCRIPTIONS	\$452	\$2,500	\$900	\$4,000
10-410-91	NEWSLETTERS & PUBLICATIONS	\$342	\$0	\$750	\$800
Total General Government		\$90,117	\$111,602	\$78,443	\$124,665
General Administration					
10-411-15	ADMINISTRATION DEPT EMPLOYEES	\$89,975	\$86,649	\$86,649	\$134,102
10-411-20	EMPLOYEE BENEFITS	\$12,863	\$13,847	\$9,509	\$18,115
10-411-22	FICA & MEDICARE	\$6,587	\$6,629	\$6,437	\$10,259
10-411-23	457 RETIREMENT	\$522	\$6,190	\$3,405	\$6,500
10-411-25	UNEMPLOYMENT INS	\$106	\$254	\$175	\$402
10-411-26	WORKERS' COMPENSATION	\$0	\$150	\$150	\$200
10-411-27	EMPLOYEE APPRECIATION	\$890	\$1,000	\$500	\$1,200
10-411-28	TA VEHICLE MILEAGE	\$0	\$1,000	\$900	\$1,000
Total General Administration		\$110,942	\$115,719	\$107,725	\$171,778
Judicial Department					
10-412-00	CONTRACT-JUDGE	\$4,063	\$3,600	\$3,765	\$3,800
10-412-01	CONTRACT-TOWN PROSECUTOR	\$4,095	\$3,000	\$3,155	\$3,250
10-412-35	COPIER LEASE	\$260	\$125	\$415	\$400
10-412-41	TELEPHONE & INTERNET	\$0	\$100	\$0	\$100
10-412-55	POSTAGE	\$202	\$50	\$165	\$200
10-412-61	OFFICE SUPPLIES	\$614	\$150	\$100	\$150
10-412-68	COPIER EXPENSE	\$0	\$200	\$0	\$100
10-412-70	IT SUPPORT	\$0	\$100	\$0	\$100
10-412-71	COMPUTER SOFTWARE	\$0	\$200	\$0	\$200
Total Judicial Department		\$9,233	\$7,525	\$7,600	\$8,300
Legislative					
10-413-10	MAYOR COMPENSATION	\$2,400	\$2,400	\$2,400	\$2,400
10-413-11	BOARD OF TRUSTEES COMPENSATION	\$2,840	\$2,880	\$2,880	\$2,880
10-413-12	BOARD OF TRUSTEES APPRECIATION	\$532	\$500	\$500	\$500
10-413-22	FICA & MEDICARE	\$367	\$404	\$404	\$404
10-413-26	WORKER'S COMPENSATION	\$0	\$140	\$75	\$100
10-413-40	BOARD OF TRUSTEES TRAINING	\$0	\$3,000	\$3,000	\$3,000
10-413-51	E & O INSURANCE	\$0	\$2,000	\$3,100	\$3,200
10-413-58	BOARD TRAVEL & MEETINGS	\$76	\$5,000	\$350	\$5,000
10-413-71	COMPUTER SOFTWARE	\$0	\$0	\$168	\$200
10-413-90	DUES & SUBSCRIPTIONS	\$0	\$2,500	\$0	\$2,500
Total Legislative		\$6,215	\$18,824	\$12,877	\$20,184

TOWN OF WIGGINS 2023 BUDGET FINAL

December 14, 2022

GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
Elections					
10-414-00	ELECTIONS	\$1,210	\$3,000	\$2,800	\$3,000
Total Elections		\$1,210	\$3,000	\$2,800	\$3,000
Treasurer					
10-415-15	COLLECTIONS (TREASURERS FEE)	\$8,095	\$8,000	\$9,930	\$10,000
10-415-30	TOWN LEGAL	\$51,536	\$35,000	\$52,000	\$60,000
10-415-40	REPORTING & PUBLISHING	\$509	\$1,200	\$90	\$500
Total Treasurer		\$60,139	\$44,200	\$62,020	\$70,500
Economic Development					
10-416-50	ECONOMIC DEVELOPMENT	\$12,751	\$20,000	\$0	\$160,000
10-416-51	MEMBERSHIP FEES/DUES	\$0	\$4,500	\$2,670	\$2,800
10-419-53	ECONOMIC DEVELOPMENT-TELEPHONE	\$362	\$0	\$0	\$0
Total Economic Development		\$13,113	\$24,500	\$2,670	\$162,800
Community Development					
10-417-30	COMMUNITY MEETINGS	\$0	\$1,000	\$0	\$1,000
10-417-35	COPIER LEASE	\$0	\$95	\$0	\$95
10-417-44	POSTAGE	\$0	\$105	\$0	\$105
10-417-55	POSTAGE MACHINE LEASE	\$0	\$500	\$0	\$500
10-417-61	OFFICE SUPPLIES	\$0	\$120	\$0	\$120
10-417-63	ABATEMENT	\$0	\$500	\$0	\$1,500
10-417-68	COPIER EXPENSE	\$0	\$120	\$0	\$120
10-417-70	IT SUPPORT	\$0	\$200	\$0	\$200
10-417-71	COMPUTER SOFTWARE	\$0	\$100	\$168	\$100
10-417-85	CODE ENFORCEMENT	\$0	\$500	\$0	\$500
10-417-91	NEWSLETTER	\$0	\$2,100	\$0	\$2,100
Total Community Development		\$0	\$5,340	\$168	\$6,340
Planning & Zoning					
10-418-30	LEGAL / ENGINEERING SUPPORT	\$0	\$3,500	\$3,600	\$3,500
10-418-35	COPIER LEASE	\$0	\$95	\$0	\$95
10-418-40	STAFF TRAINING	\$0	\$1,000	\$0	\$1,500
10-418-41	TELEPHONE & INTERNET	\$0	\$425	\$0	\$425
10-418-44	POSTAGE	\$0	\$105	\$60	\$200
10-418-49	COMMISSION TRAINING	\$0	\$500	\$0	\$500
10-418-51	MEMBERSHIPS/PUBLICATIONS	\$0	\$200	\$20	\$200
10-418-54	NOTICES/PUBLICATION	\$0	\$1,000	\$725	\$1,000
10-418-55	POSTAGE MACHINE LEASE	\$0	\$420	\$20	\$105
10-418-61	OFFICE SUPPLIES	\$0	\$50	\$250	\$50
10-418-68	COPIER EXPENSE	\$0	\$100	\$0	\$100
10-418-70	IT SUPPORT	\$0	\$100	\$0	\$100
10-418-71	COMPUTER SOFTWARE	\$0	\$100	\$0	\$100

TOWN OF WIGGINS 2023 BUDGET FINAL

December 14, 2022

GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
10-418-93	COMPREHENSIVE PLAN	\$0	\$82,500	\$0	\$165,000
10-418-94	ZONING MAP	\$0	\$5,000	\$0	\$5,000
10-418-97	LAND DEVELOPMENT CODE	\$0	\$37,500	\$0	\$0
10-418-98	IMPACT FEE STUDY	\$0	\$30,000	\$0	\$15,000
Total Planning & Zoning		\$0	\$162,595	\$4,675	\$192,875
Community Programs					
10-419-00	FOURTH OF JULY FESTIVAL	\$18,164	\$20,000	\$20,072	\$22,500
10-419-01	WIGGINS OLD TIME CHRISTMAS	\$9,883	\$4,000	\$7,000	\$5,000
10-419-02	FALL HARVEST FEST	\$0	\$4,000	\$0	\$1,000
10-419-05	BUSINESS DIST BEAUTIFICATION	\$1,741	\$2,000	\$1,000	\$3,000
10-419-10	EVENTS COORDINATOR	\$0	\$25,000	\$7,000	\$10,800
10-419-20	DONATIONS/GRANTS	\$5,038	\$10,000	\$5,000	\$10,000
10-419-58	COMMUNITY MEETINGS	\$0	\$2,000	\$0	\$2,000
10-419-61	OFFICE EQUIPMENT LEASES	\$0		\$14	\$0
10-419-62	MAIN STREET PROGAM	\$0	\$20,000	\$0	\$5,000
10-419-65	TREES/TREE PLANTING	\$0	\$2,000	\$1,693	\$2,500
10-419-66	PLANTERS	\$0	\$1,500	\$0	\$250
10-419-91	NEWSLETTER/EVENT POSTCARDS/FLYERS	\$342	\$1,200	\$380	\$750
10-419-99	OTHER MISCELLANEOUS	\$215	\$0	\$415	\$0
TOTALCommunity Programs		\$35,383	\$91,700	\$42,573	\$62,800
Police Department					
10-421-00	CAPITAL OUTLAY	\$0	\$0	\$105	\$0
10-421-02	CONTRACT SERVICES	\$72	\$3,600	\$1,364	\$1,800
10-421-04	OFFICER EQUIPMENT	\$6,141	\$45,250	\$35,000	\$30,000
10-421-15	POLICE SALARIES	\$161,850	\$179,727	\$179,727	\$194,442
10-421-20	EMPLOYEE BENEFITS	\$33,120	\$28,649	\$28,649	\$28,602
10-421-21	VECHICLE/MOBILE EQUIPMENT	\$0	\$6,000	\$11,105	\$15,000
10-421-22	FICA & MEDICARE	\$2,387	\$13,749	\$13,749	\$14,875
10-421-23	PENSION-FPPA	\$13,065	\$16,175	\$16,175	\$19,444
10-421-24	DEATH & DISABILITY-FPPA	\$803	\$2,876	\$1,014	\$3,306
10-421-25	UNEMPLOYMENT INSURANCE	\$162	\$539	\$100	\$583
10-421-26	WORKERS' COMPENSATION	\$0	\$7,510	\$5,000	\$6,500
10-421-28	FARM HOUSE UTILITIES-GAS & ELC	\$2,309	\$0	\$3,330	\$3,700
10-421-29	UNIFORMS	\$1,470	\$3,000	\$1,900	\$2,500
10-421-30	PROFESSIONAL LEGAL SERVICES	\$0	\$1,000	\$900	\$1,000
10-421-35	COPIER LEASE	\$87	\$95	\$140	\$150
10-421-40	TRAINING	\$2,497	\$3,000	\$2,000	\$3,000
10-421-41	TELEPHONE & INTERNET	\$516	\$2,735	\$500	\$750
10-421-42	MORGAN COUNTY COM CENTER PHONE LINE	\$524	\$1,821	\$500	\$600
10-421-43	VEHICLE REPAIRS AND MAINTENANCE	\$5,863	\$5,525	\$1,200	\$7,500
10-421-44	UTILITIES-ELECTRIC	\$1,038	\$750	\$960	\$1,200
10-421-45	UTILITIES-GAS	\$0	\$400	\$500	\$600

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GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
10-421-46	CELL PHONE	\$1,756	\$350	\$2,326	\$2,400
10-421-48	TRASH	\$0	\$270	\$0	\$270
10-421-49	OTHER MISCELLANEOUS	\$889	\$1,000	\$1,110	\$1,200
10-421-52	INSURANCE & BONDS	\$22,847	\$25,000	\$12,000	\$15,000
10-421-55	PRINTING	\$0	\$800	\$745	\$1,000
10-421-60	SPECIAL DETAIL SERVICES	\$47	\$0	\$0	\$0
10-421-61	OFFICE/GEN OPERATING SUPPLIES	\$500	\$1,000	\$590	\$1,000
10-421-62	FUEL	\$8,390	\$8,500	\$9,950	\$13,000
10-421-64	CRIME PREVENTION	\$364	\$500	\$50	\$250
10-421-68	COPIER EXPENSE	\$0	\$100	\$0	\$100
10-421-70	IT SUPPORT	\$0	\$2,500	\$25	\$2,500
10-421-71	COMPUTER SOFTWARE	\$1,582	\$9,760	\$3,000	\$4,000
10-421-72	AMUNITION	\$0	\$1,700	\$700	\$2,000
10-421-73	LEXIPOLE	\$0	\$2,239	\$2,239	\$2,400
10-421-85	ANIMAL CONTROL	\$56	\$100	\$390	\$500
10-421-90	MEMBERSHIP DUES	\$0	\$253	\$125	\$300
	POLICE VEHICLE SINKING FUND	\$0	\$0	\$0	\$5,000
Total Police Department		\$268,333	\$376,474	\$337,169	\$386,471
Building Inspection Department					
10-424-20	BUILDING INSPECTIONS MATERIALS	\$45	\$1,000	\$128	\$200
10-424-30	DEVELOPMENT REVIEW MISC EXP	\$3,780	\$5,000	\$865	\$1,000
10-424-31	COMMERCIAL BUILDING REVIEW/INSPECTION	\$0	\$5,000	\$26,550	\$5,000
10-424-32	REIDENTIAL BUILDING REVIEW/INSPECTION	\$0	\$5,000	\$104,995	\$5,000
10-424-40	EMPLOYEE TRAINING	\$0	\$2,000	\$0	\$0
Total Building Inspection Department		\$3,825	\$18,000	\$132,538	\$11,200
Public Works Administration					
10-430-11	SALARY- PW EMPLOYEES PART TIME MAINT	\$37,157	\$30,779	\$80,544	\$5,429
10-430-12	SALARY-PW MAINTENANCE(2)	\$667	\$0	\$487	\$0
10-430-15	SALARY-PW SEASONAL (MOWING)	\$7,360	\$6,000	\$1,500	\$6,000
10-430-16	SALARY PW EMPLOYEES-FULL TIME	\$40,001	\$32,718	\$6,033	\$40,419
10-430-20	EMPLOYEE BENEFITS - PW	\$13,149	\$13,857	\$4,337	\$8,104
10-430-22	FICA & MEDICARE	\$5,858	\$4,493	\$6,083	\$3,092
10-430-23	457 RETIREMENT	\$1,420	\$1,603	\$810	\$1,213
10-430-25	UNEMPLOYMENT INSURANCE - PW	\$165	\$181	\$120	\$138
10-430-26	WORKERS' COMPENSATION - PW	\$0	\$8,250	\$2,800	\$3,000
Total Public Works Administration		\$105,778	\$97,881	\$102,714	\$67,394
Public Works & Streets Deptment					
10-431-00	UNIFORMS - PW	\$213	\$3,500	\$1,000	\$3,500
10-431-20	REPAIRS-EQUIPMENT & VEHICLES	\$15,047	\$9,500	\$13,000	\$9,500
10-431-21	STREETS-SIGNS & MATERIAL	\$3,759	\$10,000	\$10,000	\$10,000
10-431-22	REPAIRS & MAINTENANCE-STREETS	\$8,016	\$10,000	\$18,653	\$0

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GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
10-431-23	EQUIPMENT RENTAL	\$0	\$200	\$0	\$200
10-431-24	REPAIRS & MAINTENANCE-STREETS	\$8,016	\$10,000	\$6,000	\$0
10-431-25	FARM HOUSE MAINT	\$0	\$1,000	\$3,250	\$3,000
10-431-28	FARM HOUSE UTILITIES	\$0	\$2,700	\$0	\$2,700
10-431-35	COPIER LEASE	\$87	\$95	\$140	\$95
10-431-39	GIS	\$279	\$250	\$250	\$250
10-431-40	EMPLOYEE TRAINING	\$0	\$2,500	\$0	\$2,500
10-431-41	UTILITIES - ELECTRIC	\$1,744	\$1,500	\$3,045	\$1,500
10-431-43	BUIDING MAINT	\$9,006	\$3,000	\$20,940	\$3,000
10-431-45	UTILITIES-GAS	\$630	\$1,200	\$1,071	\$1,200
10-431-46	CELL PHONE	\$365	\$975	\$800	\$975
10-431-47	TELEPHONE & INTERNET	\$1,888	\$800	\$1,270	\$800
10-431-48	TRASH REMOVAL	\$0	\$540	\$0	\$540
10-431-52	INSURANCE - PW	\$18,832	\$9,611	\$9,611	\$9,611
10-431-55	POSTAGE & SHIPPING-PW	\$34	\$0	\$35	\$50
10-431-60	STREET LIGHTING - PW	\$8,885	\$8,500	\$10,600	\$11,000
10-431-61	OFFICE SUPPLIES	\$259	\$1,400	\$100	\$1,400
10-431-62	FUEL - PW	\$4,803	\$8,500	\$14,282	\$8,500
10-431-63	CONTRACT REFUSE REMOVAL - PW	\$3,235	\$2,000	\$3,195	\$2,000
10-431-65	TREE PROGRAM	\$0	\$1,500	\$0	\$1,500
10-431-66	PEST/WEED CONTROL - PW	\$1,889	\$1,600	\$560	\$1,600
10-431-68	COPIER EXPENSE	\$0	\$78	\$0	\$78
10-431-70	IT SUPPORT	\$0	\$2,500	\$0	\$2,500
10-431-71	COMPUTER SOFTWARE	\$252	\$424	\$180	\$424
10-431-74	EQUIPMENT- CAPITAL OUTLAY	\$92	\$2,250	\$10,000	\$2,250
	PW VEHICLE SINKING FUND	\$0	\$0	\$0	\$5,000
	PW HEAVY EQUIPMENT SINKING FUND	\$0	\$0	\$0	\$5,000
10-431-99	OTHER MISCELLANEOUS - PW	\$4,366	\$0	\$3,600	\$0
Total Public Works & Streets Department		\$91,696	\$96,123	\$131,582	\$90,673
Stormwater					
10-432-59	ENGINEERING/DESIGN	\$15,291	\$5,000	\$15,000	\$5,000
10-432-60	CONSTRUCTION	\$11,363	\$50,000	\$40,000	\$0
10-432-61	RETENTION/DETENTION POND MAINT	\$0	\$5,000	\$0	\$750
10-432-62	CULVERT/DITCH MAINT	\$4,874	\$1,000	\$0	\$1,000
10-432-63	3rd AVE STORM LIFT STATION	\$0	\$1,000	\$0	\$500
10-432-64	STREET SWEEPING	\$0	\$500	\$0	\$500
10-432-65	LEVEE REPAIR & MAINT	\$795	\$2,000	\$389	\$500
Total Stormwater		\$32,323	\$64,500	\$55,389	\$8,250
Parks & Recreation					
10-451-10	CONTRACT LABOR	\$0	\$0	\$500	\$0
10-451-11	SALARIES - P&R COORDINATOR (SEAS)	\$500	\$17,991	\$3,390	\$16,200
10-451-12	SALARIES - SUMMER HELP (PT/SEAS)	\$13,807	\$16,141	\$1,780	\$8,108

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GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
10-451-16	SALARIES - PW FULL-TIME	\$0	\$5,006	\$302	\$5,337
10-451-22	FICA P&R	\$1,068	\$641	\$458	\$2,268
10-451-23	RENTS	\$0	\$0	\$84	\$0
10-451-25	UNEMPLOYMENT INSURANCE	\$40	\$25	\$18	\$23
10-451-26	WORKERS' COMPENSATION	\$0	\$1,500	\$1,036	\$1,500
10-451-30	SPECIAL EVENTS - P&R	\$137	\$1,000	\$500	\$1,000
10-451-38	CELL PHONE	\$406	\$490	\$686	\$490
10-451-39	TELEPHONE & INTERNET	\$993	\$1,200	\$1,079	\$1,200
10-451-40	TRAINING	\$0	\$1,000	\$0	\$1,000
10-451-41	UTILITIES - ELECTRIC	\$6,952	\$12,000	\$8,024	\$12,000
10-451-43	PARK REPAIR AND MAINTENANCE	\$16,890	\$15,000	\$16,500	\$0
10-451-44	CAPITAL OUTLAY - PARKS	\$2,049	\$15,000	\$12,000	\$0
10-451-48	TRASH	\$0	\$800	\$0	\$800
10-451-55	NEWSLETTERS/POSTCARDS	\$0	\$1,200	\$1,000	\$1,200
10-451-60	BACKGROUND CHECKS	\$0	\$735	\$0	\$735
10-451-61	OPERATING SUPPLIES - P&R	\$5,462	\$4,500	\$4,000	\$4,500
10-451-62	PARKS & RECREATION PROGRAMS	\$13,759	\$3,000	\$5,033	\$3,000
10-451-70	IT SUPPORT	\$0	\$100	\$0	\$100
10-451-71	COMPUTER SOFTWARE	\$0	\$2,100	\$2,000	\$2,100
10-451-83	SOFTBALL	\$12	\$2,000	\$2,640	\$2,750
10-451-84	BASEBALL	\$0	\$10,100	\$7,195	\$8,000
10-451-86	VOLLEYBALL	\$0	\$1,000	\$500	\$750
10-451-87	SOCCER	\$498	\$1,200	\$4,457	\$1,200
10-451-88	SUMMER ACTIVITY	\$0	\$2,000	\$2,268	\$2,000
10-451-90	UNIFORMS & EQUIPMENT P&R	\$2,089	\$500	\$2,089	\$2,100
10-451-91	MISC FEES	-\$384	\$0	\$4	\$0
10-451-92	PARK CONCESSION EXPENSE	\$44	\$100	\$241	\$100
10-451-93	MEMBERSHIP/PUBLICATIONS	\$0	\$200	\$0	\$200
Total Parks & Recreation		\$64,323	\$116,529	\$77,784	\$78,661
TOTAL GENERAL FUND EXPENDITURES		\$892,630	\$1,354,511	\$1,158,728	\$1,465,892
TOTAL GENERAL FUND REVENUE		\$1,461,724	\$1,348,167	\$1,851,688	\$1,318,599
NET REVENUE OVER EXPENDITURES		\$569,094	-\$6,344	\$692,960	-\$147,293
Ending General Fund Balance		\$1,178,653	\$1,657,759	\$1,871,613	\$1,724,320

TOWN OF WIGGINS 2023 BUDGET FINAL

December 14, 2022

GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
<u>WATER ENTERPRISE FUND</u>					
Beginning Water Enterprise Funds Available		\$319,546	\$1,108,077	\$1,653,234	\$2,123,567
Water Fund Revenue					
20-34000	WATER SALES	\$819,194	\$882,000	\$870,875	\$900,000
20-34001	CUSTOMER DEPOSITS	\$0	\$35,000	\$500	\$500
20-34002	BULK WATER SALES/DEPOSITS	-\$11,172	\$3,000	\$6,000	\$5,000
20-34440	TAP FEES & ACQUISITION FEES	\$655,500	\$800,000	\$473,000	\$0
20-34442	WATER METER SALES	\$0	\$0	\$556	\$7,800
20-34450	MISCELLANEOUS WATER INCOME	\$16,431	\$15,000	\$14,500	\$15,000
20-36000	WATER DEVELOPMENT CONTRIBUTION	\$326	\$0	\$522	\$0
20-36001	RENTAL INCOME	\$17,704	\$12,000	\$17,704	\$10,000
20-36100	INTEREST EARNED	\$438	\$0	\$230	\$0
20-39110	TRANSFER FROM SALES TAX FUND	\$0	\$0	\$0	\$0
Total Water Fund Revenue		\$1,498,421	\$1,747,000	\$1,383,887	\$938,300
Professional Services					
20-410-13	FINANCIAL AUDIT	\$3,834	\$4,000	\$5,000	\$5,000
20-410-30	LEGAL SERVICE	\$2,848	\$5,000	\$3,000	\$5,000
20-410-31	WATER RIGHTS EXPENSES (LEGAL)	\$0	\$95,000	\$70,000	\$80,000
20-410-32	PROF SERVICES WATER RIGHTS (ENGRNG)	\$143,438	\$90,000	\$85,000	\$90,000
20-410-33	POSTAGE	\$2,461	\$2,000	\$1,000	\$1,200
20-410-34	WATER DEPOSIT REFUND	\$0	\$1,000	\$0	\$1,000
20-410-38	PROFESSIONAL SERVICES ACCOUNTANT	\$11,525	\$10,000	\$0	\$10,000
20-410-40	TRAVEL, MEETINGS, & TRAINING	\$110	\$4,000	\$310	\$4,000
20-410-44	POSTAGE MACHINE LEASE	\$0	\$105	\$0	\$105
20-410-59	DESIGN/SYSTEM ENGINEERING	\$5,144	\$5,000	\$40,000	\$50,000
Total Professional Services		\$169,359	\$216,105	\$204,310	\$246,305
Water Administration					
20-411-12	EMPLOYEE SALARY-ADMINISTRATION	\$60,994	\$65,793	\$0	\$67,196
20-411-15	ADMINISTRATION DEPT EMPLOYEES	\$12,402	\$0	\$67,219	\$0
20-411-20	EMPLOYEE BENEFITS	\$18,538	\$10,505	\$6,577	\$10,011
20-411-22	FICA & MEDICARE	\$5,327	\$5,033	\$5,065	\$5,141
20-411-23	457 RETIREMENT	\$2,890	\$5,116	\$3,014	\$3,500
20-411-25	UNEMPLOYMENT INSURANCE	\$92	\$197	\$102	\$202
20-411-26	WORKERS' COMPENSATION	\$0	\$145	\$145	\$175
20-411-72	UTILITY BILLING SOFTWARE EXP	\$0	\$2,920	\$0	\$2,920
Total Water Administration		\$100,242	\$89,709	\$82,123	\$89,144
Public Works Administration					
20-430-11	SALARY-PW MAINTENANCE	\$31,983	\$30,040	\$13,354	\$24,016

TOWN OF WIGGINS 2023 BUDGET FINAL

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GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
20-430-15	EMPL SALARY-PW P/T SEASONAL	\$0	\$1,950	\$0	\$7,332
20-430-20	EMPLOYEE BENEFITS	\$9,490	\$5,730	\$2,168	\$4,767
20-430-22	FICA & MEDICARE	\$2,210	\$2,298	\$860	\$2,398
20-430-23	457 RETIREMENT	\$754	\$901	\$401	\$720
20-430-25	UNEMPLOYMENT INSURANCE	\$30	\$90	\$12	\$72
20-430-26	WORKERS' COMPENSATION	\$0	\$3,345	\$500	\$750
Total Public Works Administration		\$44,467	\$44,354	\$17,296	\$40,056
Supplies					
20-431-22	EQUIPMENT REPAIRS AND MAINT	\$605	\$5,000	\$3,000	\$5,000
20-431-62	FUEL	\$4,786	\$6,000	\$400	\$750
20-431-75	VEHICLE REPAIR	\$4,150	\$5,000	\$500	\$1,500
Total Supplies		\$9,541	\$16,000	\$3,900	\$7,250
Operations					
20-432-00	LINE MAINTENANCE	\$0	\$2,500	\$0	\$5,000
20-432-05	UTILITY LOCATE EXPENSE	\$85	\$0	\$300	\$400
20-432-30	CONTRACT OPERATOR	\$4,260	\$6,000	\$4,400	\$6,000
20-432-35	COPIER LEASE	\$434	\$477	\$600	\$600
20-432-37	ANALYTICAL/SAMPLING EXPENSE	\$14,789	\$12,000	\$12,000	\$13,500
20-432-39	GIS	\$1,125	\$1,125	\$1,125	\$1,125
20-432-40	TELEPHONE & INTERNET	\$357	\$800	\$1,968	\$2,000
20-432-41	UTILITIES-ELECTRIC	\$51,942	\$70,000	\$73,372	\$80,000
20-432-45	UTILITIES-GAS	\$3,649	\$500	\$1,953	\$2,500
20-432-46	CELL PHONE	\$0	\$764	\$0	\$764
20-432-48	TRASH	\$0	\$100	\$0	\$100
20-432-49	UTILITIES-PROPANE	\$3,851	\$100	\$6,500	\$7,000
20-432-50	PERMIT FEES	\$220	\$300	\$1,220	\$1,500
20-432-52	INSURANCE AND BONDS	\$9,189	\$8,000	\$7,123	\$8,000
20-432-53	BOOSTER STATION MAINTENANCE	\$1,528	\$12,000	\$500	\$5,000
20-432-54	WATER MAIN INSTALLATION EXP	\$5,639	\$7,500	\$1,500	\$2,500
20-432-55	METER INSTALL EXPENSE	\$0	\$30,000	\$22,500	\$7,800
20-432-56	MAINTENANCE (PLANT) RO	\$3,535	\$15,000	\$25,652	\$10,000
20-432-57	TREATMENT/OPERATING SUPPLIES	\$3,795	\$7,500	\$8,000	\$8,000
20-432-59	WATER WELL MAINTENANCE	\$497	\$1,000	\$2,500	\$1,000
20-432-61	OFFICE SUPPLIES	\$729	\$1,500	\$500	\$1,500
20-432-68	COPIER EXPENSE	\$131	\$390	\$750	\$800
20-432-70	IT SUPPORT	\$0	\$500	\$0	\$500
20-432-75	SYSTEM REPAIR & MAINTENANCE	\$14,126	\$0	\$1,500	\$2,000
20-432-85	WATER LEASES	\$41,278	\$70,000	\$0	\$70,000
20-432-87	EQUIPMENT	\$1,862	\$5,000	\$0	\$5,000
20-432-90	CAPITAL IMPROVEMENT PROJECT	\$0	\$100,000	\$0	\$0
20-432-99	OTHER MISCELLANEOUS EXPENSE	\$1,045	\$1,000	\$45,000	\$1,000
Total Operations		\$164,065	\$354,056	\$218,963	\$243,589

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GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
Debt Service					
20-471-09	LOAN PMT-CWCB	\$22,526	\$45,000	\$0	\$45,000
20-471-11	LOAN PAYMENT-USDA	\$72,184	\$147,000	\$147,000	\$147,000
20-471-12	LEASE/PURCHASE PAYMTS-KAMMERER	\$35,104	\$42,125	\$42,125	\$42,125
20-471-13	BOTW SINKING FUND PYMNT	\$0	\$40,000	\$40,000	\$40,000
20-471-14	BOTW INTEREST PYMT	\$74,125	\$95,000	\$138,869	\$95,000
20-471-50	LOAN ISSUANCE COSTS	\$18,277	\$0	\$18,969	\$18,969
Total Debt Service		\$222,216	\$369,125	\$386,963	\$388,094
TOTAL WATER FUND EXPENDITURES		\$709,890	\$1,089,350	\$913,555	\$1,014,438
TOTAL WATER FUND REVENUE		\$1,498,421	\$1,747,000	\$1,383,887	\$938,300
NET REVENUE OVER EXPENDITURES		\$788,531	\$657,650	\$470,333	-\$76,138
Ending Water Enterprise Funds Available		\$1,108,077	\$1,765,727	\$2,123,567	\$2,047,429

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December 14, 2022

GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
<u>SEWER ENTERPRISE FUND</u>					
Beginning Sewer Enterprise Funds Available		\$1,093,708	\$1,318,092	\$1,503,420	\$1,535,216
Sewer Fund Revenue					
30-33420	DOLA GRANT	\$0	\$155,000	\$155,000	\$0
30-34000	SEWER SALES	\$243,071	\$248,400	\$325,123	\$420,000
30-34001	CUSTOMER DEPOSITS	\$0	\$35,000	\$130	\$150
30-34440	TAP FEES	\$328,000	\$320,000	\$206,000	\$0
30-36100	INTEREST EARNED	\$233	\$0	\$32	\$0
30-39110	TRANSFER FROM SALES TAX FUND	\$0	\$85,000	\$85,000	\$0
Total Sewer Fund Revenue		\$571,304	\$843,400	\$771,285	\$420,150
Professional Services					
30-410-13	FINANCIAL AUDIT	\$3,834	\$8,000	\$5,000	\$5,000
30-410-30	LEGAL SERVICE	\$0	\$500	\$1,600	\$2,000
30-410-32	PROFESSIONAL SERVICES	\$17,797	\$15,000	\$18,600	\$20,000
30-410-33	POSTAGE	\$2,489	\$2,100	\$1,000	\$1,000
30-410-34	SEWER DEPOSIT REFUND	\$0	\$500	\$0	\$500
30-410-35	COPIER LEASE	\$434	\$477	\$692	\$600
30-410-40	TRAINING	\$495	\$1,000	\$310	\$1,000
30-410-44	POSTAGE MACHINE LEASE	\$0	\$105	\$0	\$105
30-410-67	OFFICE SUPPLIES	\$18	\$200	\$0	\$200
30-410-68	COPIER EXPENSE	\$0	\$600	\$0	\$600
Total Professional Services		\$25,066	\$28,482	\$27,202	\$31,005
Sewer Administration					
30-411-14	EMPL SALARY'S-ADMINISTRATION	\$49,071	\$45,524	\$0	\$67,196
30-411-15	ADMINISTRATION DEPT EMPLOYEES	\$23,936	\$0	\$67,219	\$0
30-411-20	EMPLOYEE BENEFITS	\$18,538	\$7,162	\$6,577	\$10,011
30-411-21	COMPENSATED ABSENCE EXPENCE	\$3,943	\$0	\$0	\$0
30-411-22	FICA & MEDICARE	\$5,297	\$3,483	\$5,065	\$5,141
30-411-23	457 RETIREMENT	\$2,878	\$3,610	\$3,014	\$3,500
30-411-25	UNEMPLOYMENT INSURANCE	\$92	\$137	\$65	\$202
30-411-26	WORKERS' COMPENSATION	\$0	\$145	\$145	\$175
30-411-70	IT SUPPORT	\$0	\$250	\$0	\$250
30-411-72	UTILITY SOFTWARE EXP	\$0	\$2,920	\$0	\$2,920
Total Sewer Administration		\$103,756	\$63,230	\$82,086	\$89,394
Public Works Administration					
30-430-11	SALARY-PW MAINTENANCE	\$10,895	\$0	\$12,751	\$0
30-430-12	SALARY-PW MAINTENANCE	\$25,833	\$30,040	\$5,643	\$24,016
30-430-13	EMPL SALARY-PW P/T SEASONAL	\$3,614	\$1,950	\$0	\$7,332
30-430-20	EMPLOYEE BENEFITS	\$9,496	\$5,730	\$2,168	\$4,767

TOWN OF WIGGINS 2023 BUDGET FINAL

December 14, 2022

GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
30-430-22	FICA & MEDICARE	\$2,788	\$2,298	\$814	\$2,398
30-430-23	457 RETIREMENT	\$754	\$901	\$383	\$720
30-430-25	UNEMPLOYMENT	\$51	\$149	\$15	\$72
30-430-26	WORKERS' COMPENSATION	\$7,488	\$90	\$300	\$750
Total Public Works Administration		\$60,920	\$41,158	\$22,074	\$40,056
WWTP					
30-431-22	EQUIPMENT MTNCE & REPAIRS	\$143	\$10,000	\$0	\$1,500
30-431-41	UTILITIES-ELECTRIC	\$0	\$11,000	\$0	\$0
30-431-45	UTILITIES-GAS	\$0	\$400	\$0	\$400
30-431-48	TRASH	\$0	\$876	\$0	\$876
30-431-51	WWTP ENGINEERING & CONTINGENCY	\$3,300	\$5,000	\$5,200	\$7,500
30-431-59	ENGINEERING DESIGN	\$24,375	\$5,000	\$10,000	\$15,000
30-431-62	FUEL	\$3,447	\$3,500	\$500	\$800
30-431-74	CAPITAL OUTLAY WWTP	\$0	\$25,000	\$0	\$25,000
30-431-75	VEHICLE REPAIRS	\$2,650	\$5,000	\$0	\$5,000
Total WWTP		\$33,915	\$65,776	\$15,700	\$56,076
Operations					
30-432-00	LINE MAINTENANCE	\$720	\$12,000	\$0	\$5,000
30-432-05	UTILITY LOCATE EXPENSE	\$162	\$0	\$300	\$300
30-432-30	CONTRACT OPERATOR	\$4,669	\$6,000	\$4,000	\$6,000
30-432-39	COMPUTER SOFTWARE-GIS	\$1,125	\$1,125	\$1,125	\$1,125
30-432-41	UTILITIES(ELECTRIC)	\$24,733	\$25,000	\$22,650	\$28,000
30-432-42	TELEPHONE/INTERNET	\$232	\$800	\$1,384	\$500
30-432-45	UTILITIES --GAS	\$175	\$100	\$1,071	\$1,200
30-432-46	CELL PHONE	\$0	\$764	\$0	\$300
30-432-48	TRASH	\$0	\$0	\$1,200	\$1,200
30-432-50	PERMIT FEES	\$2,428	\$1,650	\$3,331	\$3,500
30-432-51	ANALYTICAL/SAMPLING EXPENSE	\$2,796	\$4,500	\$10,000	\$3,000
30-432-52	INSURANCE AND BONDS	\$8,815	\$8,000	\$8,000	\$9,000
30-432-53	SEWER CLEANING/VIDEO	\$4,130	\$15,000	\$5,000	\$5,000
30-432-54	INSTALLATION OF LINE EXPENSE	\$0	\$0	\$350	\$500
30-432-55	GENERAL MAINT CENT LIFT ST	\$625	\$1,000	\$0	\$500
30-432-56	GENERAL MAINT OF PLANT	\$1,283	\$2,500	\$3,500	\$2,000
30-432-57	GENERAL MAINT JOHNSON LT ST	\$625	\$2,000	\$400	\$500
30-432-59	ENGINEERING DESIGN	\$0	\$15,000	\$5,000	\$5,000
30-432-60	TREATMENT OPERATIONS	\$13,632	\$10,000	\$6,000	\$7,500
30-432-61	OFFICE SUPPLIES	\$660	\$1,500	\$800	\$800
30-432-75	CAPITAL OUTLAY - LINES	\$0	\$331,730	\$331,730	\$0
30-432-99	OTHER MISCELLANEOUS EXPENSE	\$2,911	\$1,000	\$0	\$1,000
Total Operations		\$69,722	\$439,669	\$405,841	\$81,925

TOWN OF WIGGINS 2023 BUDGET FINAL
December 14, 2022

GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
Debt Service					
30-471-13	BOTW SINKING FUND PYMT	\$0	\$80,000	\$132,931	\$106,288
30-471-14	BOTW INTEREST PYMT	\$42,913	\$0	\$42,624	\$44,124
30-471-50	LOAN ISSUANCE COSTS	\$10,629	\$0	\$11,031	\$11,031
Total Debt Service		\$53,542	\$80,000	\$186,586	\$161,443
TOTAL SEWER FUND EXPENDITURES		\$346,920	\$718,316	\$739,489	\$459,899
TOTAL SEWER FUND REVENUE		\$571,304	\$843,400	\$771,285	\$420,150
NET REVENUE OVER EXPENDITURES		\$224,384	\$125,084	\$31,796	-\$39,749
Ending Sewer Enterprise Funds Available		\$1,318,092	\$1,443,176	\$1,535,216	\$1,495,467

TOWN OF WIGGINS 2023 BUDGET FINAL

December 14, 2022

GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
<u>2015 TAX CAPITAL IMPROVEMENT FUND</u>					
Beginning Sales Tax Capital Projects Fund Balance		\$364,158	\$604,164	\$620,845	\$721,250
Sales Tax Capital Projects Fund Revenue					
40-31300	1% TOWN SALES TAX (2015)	\$256,680	\$200,000	\$271,200	\$300,000
40-36100	INTEREST EARNED	\$7	\$5	\$6	\$5
Total Sales Tax Capital Projects Fund Revenue		\$256,687	\$200,005	\$271,206	\$300,005
Capital Projects					
40-430-00	CAPITAL PROJECTS - SEWER BNSF	\$0	\$85,000	\$85,000	\$0
40-430-05	CIP - NORTH STORM DETENTION	\$0	\$75,000	\$75,000	\$75,000
40-430-10	CIP - MAIN STREET C&G 3RD-TO 5TH	\$0	\$60,000	\$0	\$0
40-430-15	CAPITAL PROJECT--K PARK ELEC	\$0	\$0	\$10,800	\$0
	CAPITAL PROJECT - TOWN HALL LIGHTED SIGN	\$0	\$0	\$0	\$50,000
	CAPIAL PROJECT - TH/PW EXT IMPROVE	\$0	\$0	\$0	\$10,000
	Capital Project - Non-Pot Water Main	\$0	\$0	\$0	\$100,000
	Capital Project- Crossing Signal	\$0	\$0	\$0	\$10,000
Total Capital Projects		\$0	\$220,000	\$170,800	\$245,000
TOTAL SALES TAX CIP FUND EXPENDITURES		\$0	\$220,000	\$170,800	\$245,000
TOTAL SALES TAX CIP FUND REVENUE		\$256,687	\$200,005	\$271,206	\$300,005
NET REVENUE OVER EXPENDITURES		\$256,687	-\$19,995	\$100,406	\$55,005
Ending Sales Tax Capital Projects Fund Balance		\$620,845	\$584,169	\$721,250	\$776,255

TOWN OF WIGGINS 2023 BUDGET FINAL

December 14, 2022

GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
<u>2022 DEDICATED STREETS CIP SALES TAX FUND</u>					
Beginning Dedicated Streets CIP Sales Tax Fund Balance					\$0
Dedicated Streets CIP Sales Tax Fund					
45-31300	1% TOWN SALES TAX (2022)	\$0	\$0	\$0	\$300,000
45-36100	INTEREST EARNED	\$0	\$0	\$0	\$5
Total Dedicated Streets CIP Sales Tax Fund		\$0	\$0	\$0	\$300,005
Streets Capital Projects					
45-430-10	CIP - MAIN STREET C&G 3RD-TO 5TH	\$0	\$0	\$0	\$100,000
Total Streets CIP Capital Projects		\$0	\$0	\$0	\$100,000
Streets Repair and Maintenance					
45-431-22	REPAIRS & MAINTENANCE-STREETS	\$0	\$0	\$0	\$25,000
Total Streets Repair and Maintenance		\$0	\$0	\$0	\$25,000
TOTAL DEDICATED STREETS CIP SALES TAX FUND EXPEND		\$0	\$0	\$0	\$125,000
TOTAL DEDICATED STREETS CIP SALES TAX FUND REVENUE		\$0	\$0	\$0	\$300,005
NET REVENUE OVER EXPENDITURES		\$0	\$0	\$0	\$175,005
Ending Dedicated Streets CIP Sales Tax Fund Balance					\$175,005

TOWN OF WIGGINS 2023 BUDGET FINAL

December 14, 2022

GL Account	Account Description	2021 Actual	2022 Budget	2022 Actual Est. YTD	2023 Proposed
<u>CONSERVATION TRUST FUND</u>					
Beginning Conservation Trust Fund Balance		\$10,649	\$21,288	\$24,873	\$34,795
Conservation Trust Fund Revenue					
50-33501	CTF- ST PROCEEDS (LOTTERY)	\$14,210	\$10,000	\$13,514	\$13,000
50-36100	INTEREST EARNED	\$14	\$10	\$8	\$10
Total Conservation Trust Fund Revenue		\$14,224	\$10,010	\$13,522	\$13,010
Administration					
50-411-11	GRUNDSKEEPER SALARY	\$0	\$5,460	\$0	\$0
50-411-22	FICA	\$0	\$418	\$0	\$0
50-411-25	UNEMPLOYMENT	\$0	\$16	\$0	\$0
50-411-26	WORKERS' COMPENSATION	\$0	\$100	\$0	\$0
Total Administration		\$0	\$5,994	\$0	\$0
Park Improvements					
50-430-15	K-PARK ELECT	\$0	\$0	\$3,600	\$0
	TOWN PAKS IMPROVEMENTS	\$0	\$0	\$0	\$10,000
Total Park Improvements		\$0	\$0	\$3,600	\$10,000
Park Operations					
50-452-60	REPAIRS AND MAINTENANCE	\$0	\$3,000	\$0	\$2,500
Total Park Operations		\$0	\$3,000	\$0	\$2,500
TOTAL CTF FUND EXPENDITURES		\$0	\$8,994	\$3,600	\$12,500
TOTAL CTF FUND REVENUE		\$14,224	\$10,010	\$13,522	\$13,010
NET REVENUE OVER EXPENDITURES		\$14,224	\$1,016	\$9,922	\$510
Ending Conservation Trust Fund Balance		\$24,873	\$22,303	\$34,795	\$35,305

**TOWN OF WIGGINS, COLORADO
RESOLUTION NO. 43-2022**

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE TAXABLE YEAR 2022 TO HELP DEFRAID THE COSTS OF GOVERNMENT FOR THE TOWN OF WIGGINS, COLORADO FOR THE 2023 BUDGET YEAR

WHEREAS, the Board of Trustees of the Town of Wiggins has adopted the annual budget in accordance with the Local Government Budget law on December 14, 2022; and

WHEREAS, the amount of money necessary to balance the budget for general operating expenses is \$524,163.97; and

WHEREAS, the 2022 taxable year valuation for assessment for the Town of Wiggins as certified by the County Assessor is \$16,272,320.

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

Section 1. That for the purpose of meeting all operating expenses of the Town of Wiggins during the 2023 budget year, there is hereby levied a tax of 32.212 mills upon each one thousand (\$1,000.00) dollars of the total valuation for assessment of all taxable property within the Town for the taxable year 2022.

Section 2. That the Town Clerk is hereby authorized and directed to immediately certify to the County Commissioners of Morgan County, Colorado, the mill levies for the Town of Wiggins as hereinabove determined and set.

INTRODUCED, ADOPTED, AND RESOLVED THIS 14th DAY OF DECEMBER 2022.

TOWN OF WIGGINS, COLORADO

Christopher Franzen, Mayor

ATTEST:

Tom Acre, Interim Town Clerk

**TOWN OF WIGGINS, COLORADO
RESOLUTION NO. 44-2022**

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF WIGGINS, COLORADO FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2023 AND ENDING ON THE LAST DAY OF DECEMBER 2023

WHEREAS, various members of the Board of Trustees of the Town of Wiggins have served as an *ad hoc* Budget Committee to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the Town Manager has submitted a proposed budget to this governing body on December 14, 2022; and

WHEREAS, upon due and proper notice, published or posted in accordance with the Local Government Budget Law of Colorado, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 14, 2022, and interested taxpayers were given an opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

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

Section 1. That estimated expenditures for each fund are as follows:

General Fund	\$ 1,465,892
Water Enterprise Fund	\$ 1,014,438
Sewer Enterprise Fund	\$ 459,899
2015 Sales Tax Capital Improvement Fund	\$ 245,000
2022 Dedicated Streets CIP Fund	\$ 125,000
<u>Conservation Trust Fund</u>	<u>\$ 12,500</u>
Total Expenditures	\$ 3,322,729

Section 2. That estimated revenues for each fund are as follows:

General Fund	\$ 1,318,599
Water Enterprise Fund	\$ 938,300
Sewer Enterprise Fund	\$ 420,150
2015 Sales Tax Capital Improvement Fund	\$ 300,005
2022 Dedicated Streets CIP Fund	\$ 300,005
<u>Conservation Trust Fund</u>	<u>\$ 13,010</u>
Total Revenues	\$ 3,290,069

Section 3. That the budget as submitted, and hereinabove summarized by fund, a copy of which is attached hereto as Exhibit A and incorporated herein by reference, is hereby approved and adopted as the Budget of the Town of Wiggins for the 2023 fiscal year.

Section 4. That the budget hereby approved and adopted and made a part of the public records of the Town of Wiggins.

INTRODUCED, ADOPTED, AND RESOLVED THIS 14th DAY OF DECEMBER, 2022.

TOWN OF WIGGINS, COLORADO

Christopher Franzen, Mayor

ATTEST:

Tom Acre, Interim Town Clerk

**EXHIBIT A
2023 BUDGET**

**TOWN OF WIGGINS, COLORADO
RESOLUTION NO. 45-2022**

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH BELOW FOR THE TOWN OF WIGGINS, COLORADO FOR THE 2023 BUDGET YEAR

WHEREAS, the Board of Trustees has adopted the annual budget in accordance with the Local Government Budget Law on December 14, 2022; and

WHEREAS, the Board of Trustees has made provisions therein for revenues in an amount equal or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues as provided in the budget to and for the purposes described below, so as not to impair the operation of the Town.

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

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for the purpose state, for the fiscal year beginning January 1, 2023:

Total General Fund	\$ 1,465,892
Total Water Enterprise Fund	\$ 1,014,438
Total Sewer Enterprise Fund	\$ 459,899
Total 2015 Sales Tax Capital Improvement Fund	\$ 245,000
Total 2022 Dedicated Streets CIP Fund	\$ 125,000
<u>Total Conservation Trust Fund</u>	<u>\$ 12,500</u>
Total Revenues	\$ 3,322,729

INTRODUCED, ADOPTED, AND RESOLVED THIS 14th DAY OF DECEMBER, 2022.

TOWN OF WIGGINS, COLORADO

Christopher Franzen, Mayor

ATTEST:

Tom Acre, Interim Town Clerk

**TOWN OF WIGGINS, COLORADO
RESOLUTION NO. 46-2022**

A RESOLUTION CERTIFYING COMPLIANCE WITH ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION

WHEREAS, the Board of Trustees of the Town of Wiggins certified the mill levy on December 14, 2022 and the Certification of the Mill Levy will be submitted to the Morgan County Commissioners on or before December 15, 2022; and

WHEREAS, the Board of Trustees of the Town has certified the mill levy at 32.212 mills.

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

Section 1. In so certifying the mill levy at 32.212 mills, the Board of Trustees hereby additionally certifies to the Morgan County Assessor and the Board of County Commissioners for Morgan County that the Trustees of the Town of Wiggins have utilized their best efforts to comply with Article X, Section 20 of the Colorado Constitution, as enacted by a vote of the people on November 3, 1992 (commonly known as TABOR) in preparing its 2023 budget and budget appropriations, and certifying its mill levy.

INTRODUCED, ADOPTED AND RESOLVED THIS 14th DAY OF DECEMBER, 2022.

TOWN OF WIGGINS, COLORADO

Christopher Franzen, Mayor

ATTEST:

Tom Acre, Interim Town Clerk

**TOWN OF WIGGINS, COLORADO
RESOLUTION NO. 47-2022**

A RESOLUTION CREATING A NON-EMERGENCY RESERVE FOR THE TOWN OF WIGGINS

WHEREAS, the Town of Wiggins Board of Trustees has adopted the 2023 Town Budget;
and

WHEREAS, the Town of Wiggins has accumulated fund balances from years prior to and including 2022.

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

Section 1. Any and all year-end fund balances shall be considered a reserve increase and therefore, a part of 2023 fiscal year spending, within the meaning of Article X, Section 20(2)(e) of the Colorado Constitution.

INTRODUCED, ADOPTED AND RESOLVED THIS 14th DAY OF DECEMBER, 2022.

TOWN OF WIGGINS, COLORADO

Christopher Franzen, Mayor

ATTEST:

Tom Acre, Interim Town Clerk



STAFF SUMMARY

Board of Trustees Meeting

December 14, 2022

DATE: December 12, 2022

AGENDA ITEM NUMBER: 6

TOPIC: Consideration of Resolution No. 48-2022 - A Resolution Authorizing the Mayor to Sign a Letter Requesting an Extension from DOLA for the Sewer Line Replacement Project

STAFF MEMBER RESPONSIBLE: Tom Acre, Town Manager

BACKGROUND:

Staff applied for and the Town was awarded an Energy and Mineral Impact Assistance Grant from DOLA to assist in funding the replacement of the sewer line under the BNSF railroad track in 2020. The Board of Trustees awarded the contract for the work at the July 2021 Board Meeting to Gopher Excavating. The anticipated project completion date was November 2021. The contractor encountered delays associated with the Covid-19 pandemic supply chain issues for the replacement pipe specified and manhole availability. Gopher Excavating also experienced difficulties scheduling the required meetings with BNSF and their contract project scheduler and challenges scheduling the work as a result of the prior delays. Gopher Excavating was onsite digging the boring pit on Monday, December 12, 2022 after a delay last week due to an existing utility locate question.

SUMMARY:

Staff has kept DOLA informed of the situation occurring with the project. It was communicated to staff that extensions are commonly granted as long as the project is within 5-years of the project award date. We recently discussed the project progress as of last earlier this week our DOLA Regional Manager. Given the time of year and the potential for weather related delays and even though the contractor is confident they will complete the project near the end of 2022, it was suggested that we draft a letter requesting an extension of 1-year just in case further delays occur.

FISCAL IMPACT:

There is no impact to the 2022 budget by requesting the extension of time.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

The Town strives to be fiscally responsible and does so by maintaining communication with grant funders, including requesting extensions for grants if necessary to maintain grant funding availability.

OPTIONS AVAILABLE TO THE BOARD OF TRUSTEES:

The Board of Trustees could adopt the Resolution as presented, request modifications, or not adopt the Resolution.

MOTION FOR APPROVAL: Consideration of Resolution No. 48-2022 - A Resolution Authorizing the Mayor to Sign a Letter Requesting an Extension from DOLA for the Sewer Line Replacement Project

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

**TOWN OF WIGGINS, COLORADO
RESOLUTION NO. 48-2022**

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A LETTER REQUESTING
AN EXTENSION FROM DOLA FOR THE SEWER LINE REPLACEMENT PROJECT**

WHEREAS, the Town of Wiggins applied for and was awarded an Energy and Mineral Impact Assistance Grant from DOLA to assist in funding the replacement of the sewer line under the BNSF railroad track in 2020; and,

WHEREAS, the Energy and Mineral Assistance Grant award was for a term from January 27, 2021 to January 31, 2023; and,

WHEREAS, the Town of Wiggins awarded the contract for the work in July 2021 to Gopher Excavating with the anticipation the project would be complete in November 2021; and,

WHEREAS, Gopher Excavating delays in the project including supply chain issues related to the Covid-19 Pandemic, difficulty scheduling meetings with BNSF representatives and scheduling challenges; and,

WHEREAS, Gopher Excavating has commenced with the project in December 2022 and anticipated the project completion would occur by the end of the year; and,

WHEREAS, DOLA is supportive of granting extensions and Town Staff is anticipating that the project may potentially experience brief delays.

**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 Mayor to sign the letter to DOLA requesting an time extension for the Sewer Line Replacement Project.

Section 2. The Town Manager and Town Clerk are further authorized to submit an extension of time request on behalf of the Town to DOLA.

INTRODUCED, ADOPTED AND RESOLVED THIS 14th DAY OF DECEMBER, 2022.

TOWN OF WIGGINS, COLORADO

Christopher Franzen, Mayor

ATTEST:

Tom Acre, Interim Town Clerk



December 14, 2022

via email

Mr. Greg Etl
State of Colorado
Department of Local Affairs
Local Government Northeastern Regional Manager
1313 Sherman Street
Suite #518
Denver, CO 80203

RE: EIAF- 09287 Town of Wiggins Sanitary Sewer Line Replacement

Dear Greg;

The Town of Wiggins is requesting an extension of time for the above EIAF Grant for the Sanitary Sewer Line replacement under the BNSF Railroad. We request a 1-year extension, however we anticipate the project will be complete within the original grant award duration. Given the recent weather caused delay, we feel it is prudent on our part to make this request.

The contract for the work was originally awarded by the Town of Wiggins to Gopher Excavating in July 2021 with completion anticipated in November 2021. The contractor encountered delays associated the Covid-19 pandemic supply chain issues related to acquiring the replacement pipe specified and manhole availability. Gopher Excavating also experienced difficulties scheduling the required meetings with BNSF and their contract project scheduler and challenges scheduling the work as a result of the prior delays. Gopher Excavating was onsite digging the boring pit on Monday, December 12, 2022 after a delay last week due to an existing utility locate question.

Thank you for considering our request for an extension for time to complete the project.

Please contact Tom Acre, Wiggins Town Manager and Project Administrator if you should have any questions or need additional information.

Sincerely,

Christopher Franzen, Mayor

cc: Tom Acre, Town Manager
Robert Thompson, DOLA Regional Assistant

Town of Wiggins
304 E Central Avenue :: Wiggins, CO 80654
970-483-6161 :: townofwiggins.colorado.gov