

Posted on July 25, 2023 at: 18:30



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

July 26, 2023, at 7:00 P.M.

**304 CENTRAL AVENUE
WIGGINS, CO 80654**

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

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

MEETING AGENDA

I. INTRODUCTIONS

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

II. CONSENT AGENDA

1. Approval of Board of Trustees Meeting Minutes June 28, 2023
2. Approval of Board of Trustees Special Meeting Minutes June 29, 2023
3. Approval of Bills July 2023

III. REPORTS

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

IV. PUBLIC COMMENTS

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

V. AUDIT PRESENTATION – 2022 YEAR-END FINANCIALS

1. Uli Keeley, Prospective Business Solutions, LLC
2. Lorraine Trotter, Professional Management Solutions

VI. CONSIDERATION OF RESOLUTION NO. 30-2023

Resolution No. 30-2023 - A Resolution Authorizing the Town Mayor to Sign the Development Agreement with Stubs Gas & Oil, Inc. for the Roberts 81 Subdivision of the Board of Trustees of the Town of Wiggins, Colorado

1. Resolution No. 30-2023

VII. CONSIDERATION OF RESOLUTION NO. 31-2023

A Resolution Entering into an Intergovernmental Agreement Regarding CentralSquare Contract for Morgan County Communication Center

1. Resolution No. 31-2023

VIII. CONSIDERATION OF RESOLUTION NO. 32-2023

A Resolution Authorizing the Town to Enter into a Memorandum of Understanding with Morgan County to Chip Seal Main Street from County Road P to 5th Avenue and from Central Avenue to the CDOT Right-of-Way

1. Resolution No. 32-2023

IX. CONSIDERATION OF RESOLUTION NO. 33-2023

A Resolution Authorizing the Town Manager to Enter into a Contract for the Painting of Town Hall and the Public Works Shop Building

1. Resolution No. 33-2023

X. CONSIDERATION OF RESOLUTION NO. 34-2023

A Resolution Designating Truck Routes in the Town of Wiggins

1. Resolution No. 34-2023

XI. ADJOURNMENT

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



MINUTES OF MEETING

TOWN OF WIGGINS BOARD OF TRUSTEES MEETING

June 28, 2023 at 7:00 p.m.

CALL TO ORDER & ROLL CALL

A meeting of the Town Board of Trustees for the Town of Wiggins, Colorado was held on Wednesday, June 28, 2023. Mayor Chris Franzen called the meeting to order at 7:04 p.m. The following Trustees answered roll call: Mayor Chris Franzen, Mayor Pro-Tem David Herbstman, and Trustees: Bryan Flax, Steven Perrott, Bruce Miller, Mandy Camilleri, and Jerry Schwindt. Staff present were Tom Acre, Town Manager and Hope Becker, Planning & Zoning Administrator.

APPROVAL OF THE AGENDA

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

CONSENT AGENDA

Approval of Board of Trustees Meeting Minutes May 24, 2023.

Approval of Bills June 2023

Trustee Miller inquired if the Town was caught up with the Jones now. Tom stated that he thought the Town was getting caught up from last year and with current bills.

Trustee Miller asked about getting Beau into the meetings so that public works questions could be better answered.

Trustee Miller asked if the Town was still on time with August water court. Tom stated that the attorneys will be meeting with the last of participants about stipulations. Tom provided additional updates about Glassy Farms as well. Miller also asked about free water and Kammerer Ponds. Tom stated that we are taking advantage of free water and monitoring it so that there are no problems

Trustee Miller asked about Country Hardware, CIRSA, and lightning and electrical and if CIRSA is paying for it? Tom stated that the reference of Country Hardware was money received from a insurance proceeds. The electrical was insurance proceeds that went towards the Amphitheatre. The insurance checks have to go into the general fund and then the funds are used to pay for the repairs.

Trustee Miller asked about Equity Title of Colorado for StageCoach Meats for \$142,500. Tom explained that this was similar situation as the Cirsa insurance proceeds. It was the REDI Grant that the Town applied for through DOLA on behalf of StageCoach Meats. It is a reimbursement grant.



StageCoach gives the Town the invoices from Keefe Construction and then receives the reimbursements from DOLA.

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

TOWN MANAGER REPORT

- The Town Manager provided an update on the Main Street project. The final lift was completed on the east side and the first lift completed on the west side. Striping is scheduled for Friday. Discussions have been scheduled to determine who will be financially responsible for the survey mistakes.
- Bobstock is still looking for volunteers
- He attended the CML conference and he will share some of the slideshows to the trustees regarding some of the topics that were taught at the sessions.
- He will be working for eligibility survey for water projects that is due on Friday.
- Informed the Board of Trustees that they will need to meet briefly in a special meeting to vote on the American Legion Beer Garden for the 4th of July. The application paperwork was not completed in time to place it on this agenda so there needs to be a separate meeting, however, the Board can do it via ZOOM.

CHIEF OF POLICE REPORT

- Chief Miller stated that there were 118 code enforcement contacts 98 since June 9th, three of which were summons citations. All staff will be checking them consistently. The Trustees agreed that things are better looking. Education is going a long way. Chief reminded that complaint forms are also online and at Town Hall. For code enforcement purposes the town has been split up into 4 zones between the three officers and Hope.

PARKS & RECREATION AND EVENTS

- Staff provided an update on the 4th of July booths, fireworks, volunteers, car show, and parade.
- Staff reported that spring baseball went well. We had 12 teams total sign up for summer baseball. She is pushing back the deadline for adult softball due to lack of teams signing up. They only have three teams so far.

BOARD OF TRUSTEES REPORTS

Mayor Franzen provided an update regarding the Comprehensive Plan Steering Committee update. Learning a lot about Wiggins and learned that Wiggins has a higher average of income per household which was an interesting tidbit. The steering committee has talked about housing, recreation activities and locations, and zones. The conversations are good. RICK Engineering has been doing well with over 200 completed surveys from residents in the area and has been interesting to see the thoughts of the community as to where they want to see Wiggins in 20 years.



FINANCIALS - ACTUAL TO BUDGET

Tom reminded the Board of Trustees that he would be coming to the them with a budget amendment to true up the numbers.

Mayor Franzen asked the Town Manager to update the Board of Trustees regarding the IGA regarding the chip sealing on Main Street or County Road 4. He stated that the IGA has been received but he is still working with the County to finalize the document.

Trustee Miller asked if CIRSA why the Insurance Proceeds to not go directly back into the Public Works budget so that it does not appear that he's over budget when in fact the CIRSA checks cover the work. The Town Manager explained that it was probably his own error. The CIRSA checks go into the general fund and the projects come out of the general funds.

Trustee Flax inquired about the 1% sales tax that was passed last November and where is is shown on the budget to differentiate from the regular 1% sales tax. The Town Manager stated that it is called dedicated streets sales tax fund. There was further discussion on the length of time it will take to accumulate the revenue.

Trustee Miller inquired the status of the non-potable line. The Townn Manager stated he needs to get a few more estimates from Core and Main and then he plans to bring it back to the Board of Trustees to determine if they want to bid it out or sole source the project.

Trustee Flax asked why we have not spent anything out of the fireworks budget. The Town Manager indicated that it is coming and it will include fireworks, decorations, and supplies for setting up the 4th event.

Motion was made by Mayor Pro Tem Herbstman to approve Financials Actual to Budget. Seconded by Trustee Perrott. Roll Call: Motion was unanimously approved.

PUBLIC COMMENTS

The Public Comments portion of the meeting was opened at 7:34 p.m. No public comments were made from the board room or Zoom Audience.

Bob Palmer of 302 Curry Street – Mr. Palmer stated his concerns regarding the methods the public works has used for reconstructing the dirt streets. The Public Works Supervisor provided the Board of Trustees a response as to what the road crews are doing with each road and stormwater plans.

Larry, a contractor that does road grading stated his methods and results are what he sees from the driver seat of the grader.

The Public Comment portion of the meeting was closed at 8:07 p.m.



CONSIDERATION OF RESOLUTION 27-2023 – A Resolution for the Town Manager to purchase aerators for the Town’s wastewater treatment plant.

The Town Manager provided the Board of Trustees information regarding the repairs needed on the sewer discharge monitor system that we need to upgrade aeration and oxidation ditch. He has been working with Beau and Miller & Associates. They have looked at several different options and decided on a floating aerator system. The project was put out to bid and only one responded as it is a specialized equipment. Staff still needs to speak to the original electrician that did the sewer system. It takes a while for the equipment to ship and there is rumor that the price is going to increase so staff thinks now is the time to get the order in. The funding is coming from the American Rescue Plan fund.

Trustee Miller inquired if Town staff could do the work. The town Manager indicated that staff could do some of the work which will save money but some will have to be contracted out. He also confirmed that the aerators can be re-used if a new plant is built.

Motion was made by Trustee Schwindt to approve Resolution 27-2023 Seconded by Trustee Perrott. Roll Call: Motion was unanimously approved.

CONSIDERATION OF RESOLUTION 28-2023 – A resolution authorizing changes to the authorized signers on the Town’s bank accounts.

The Town Manager reminded the Board of Trustees that Joenne Quimby was recently added to the accounts as an authorized signer but then has since retired. This is a housekeeping item to remove Joenne’s name off the accounts. The authorized signers will remain as the Mayor, Mayor Pro-Tem and the Town Manager.

Motion was made by Trustee Camilleri to approve Resolution 28-2023 Seconded by Trustee Perrott. 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) – South Platte Mitigation Bank Sediment Placement Proposal.

Motion was made by Mayor Pro Tem Herbstman to move into Executive Session. Seconded by Trustee Miller. Roll Call: Motion was unanimously approved. The Board of Trustees moved into Executive Session at 8:14 pm.

The Board came out of Executive Session at 8:32 pm.



REPORT FROM EXECUTIVE SESSION

The Board gave general direction to the Town Manager regarding the sediment placement proposal. No formal action was taken during the executive session.

ADJOURNMENT

Mayor Franzen adjourned the meeting at 8:33pm.

Respectfully submitted by:

A handwritten signature in blue ink that reads "Tom Acre". The signature is written in a cursive style and is positioned above a horizontal line.

Tom Acre, Interim Town Clerk



MINUTES OF MEETING

TOWN OF WIGGINS BOARD OF TRUSTEES SPECIAL MEETING

June 29, 2023 at 7:00 p.m.

CALL TO ORDER & ROLL CALL

A Special Meeting of the Town Board of Trustees for the Town of Wiggins, Colorado was held on Thursday June 29, 2023. Mayor Chris Franzen called the meeting to order at 7:00 p.m. The following Trustees answered roll call: Mayor Chris Franzen, Mayor Pro-Tem David Herbstman, and Trustees: Bryan Flax, Steven Perrott, Bruce Miller, and Jerry Schwindt. Staff present was Tom Acre, Town Manager.

APPROVAL OF THE AGENDA

Motion was made by Trustee Perrott to approve the agenda. Seconded by Trustee Miller. Roll Call: The agenda was unanimously approved.

Consideration of Resolution No. 29-2023

The Town Manager provided a summary of this item explaining this as a resolution approving a Revocable License Agreement with the American Legion to have a beer garden in the Teets Park for the 4th of July celebration.

Motion was made by Trustee Perrott to approve Resolution 29-2023. Seconded by Trustee Camilleri. Roll Call: Motion was unanimously approved.

LIQUOR LICENSE AUTHORITY

The Board of Trustees serving as the Liquor License Authority approved the Special Events License for the American Legion Beer Garden.

ADJOURNMENT

Mayor Franzen adjourned the meeting at 7:13 pm.

Respectfully submitted by:

A handwritten signature in blue ink that reads "Tom Acre".

Tom Acre, Interim Town Clerk

TOWN OF WIGGINS - BILLS PAID
JULY 2023

Vendor	Description	Amount Paid
AMERICAN LEGAL PUBLISHING	Codification	\$4,010.00
BANK OF THE WEST	Credit Card Charges	\$4,324.43
BLOEDORN LUMBER	Misc Materials PW	\$1,207.07
BLUE LIGHTNING	Internet and Phone	\$455.52
CASELLE, INC	Caselle Support and Maintenance	\$974.00
CHS HIGH PLAINS	Weed & Feed Parks	\$227.10
CITY OF FORT MORGAN UTILITIES	Glassey Pmp 89	\$8.17
COLORADO ANALYTICAL LABORATORY	Water Analysis-Water, RO, WWTP	\$2,416.40
CORE & MAIN	Kiowa Bijou-SW KP Well Maint	\$966.27
COSTCO	Paper Towels, Hand Soap, PW Safety	\$32.88
Drake Heating & Cooling LLC	AC Install Road P House	\$1,125.00
ENNIS-FLINT, INC	Street Striping Paint	\$1,367.96
EQUITY TITLE OF COLORADO	Stagecoach DOLA REDI Reimb	\$7,500.00
GERTGE TECHNOLOGY, LLC	Telephone	\$127.12
HARMAN, STEPHANIE	CIS/NIBRS	\$189.00
HE LLC	PW Assist Streets Maintenance	\$3,275.00
HULL, KALEB	Baseball Umpire	\$125.00
IMPRESSIONS BY BIRD, LLC	Code Enforcement Door Hangers	\$240.00
KAMMERER, WILLIAM M.	Water Shares Lease/Purch Paymt	\$3,510.42
KELLY, PC	Legal Fees	\$2,838.00
LEAF	Copier Lease	\$159.00
MARTENS, VIRGINIA	Reimbursement-4th	\$14.67
MORGAN COUNTY QUALITY WATER	3261 CR U	\$36.04
NOCO ENGINEERING COMPANY	BNSF Sewer Line Replacement-Engineering	\$16,084.38
PRAIRIE MOUNTAIN MEDIA	Public Hearing Notice Pub	\$29.44
PROCELL, WOODIE	Snowy River Band Fourth Celebration	\$2,600.00
PROFESSIONAL MANAGEMENT SOLUTION	Contract Accountant	\$6,283.75
PROSPECTIVE BUSINESS SOLUTIONS LLC	Financial Audit 2022	\$16,400.00
RBM DESIGN	Baseball Caps Adult (66) Child (93)	\$765.00
REVELATION STEEL, LLC	Steel Amphitheater Shade	\$1,704.06
RH WATER & WASTEWATER, INC.	Water /WWTF Contracr Op & Sampling	\$400.00
RH WATER & WASTEWATER, INC.	Water Analysis RO WET	\$2,490.00
RUDY'S G.T.O.	Tires PD Crown Vic&Mwr Tire Repr	\$702.96
SAFEbuilt, LLC	Building Inspections and Plan Review	\$804.24
SEIBER FARMS	Organic Material Spread Teets Park	\$4,111.74
STUB'S GAS & OIL, INC.	PW-Fuel	\$1,276.30
TEST GAUGE INC	Backflow Calibration S/N 06171074	\$115.00
Traffic and Parking Control Co. Inc.	Cross Walk PedestrianL Solar LED Sign (Pair)	\$12,940.00
TREATMENT TECHNOLOGY	Treatment Chemicals	\$3,588.00
TRI-STATE FIREWORKS, INC.	July 4th 2023 Fireworks Package	\$15,500.00
VIAERO WIRELESS	Cell Phone Charges	\$490.86
Walker Repair Services	Welding Lbr & Drill Bits	\$1,750.00

TOWN OF WIGGINS - BILLS PAID
JULY 2023

Vendor	Description	Amount Paid
WELDON VALLEY DITCH COMPANY	Kammerer Accounting -2-Months	\$199.00
WELLER FABRICATION & MACHINE	Steel For 4TH 4' 1/4X8	\$75.00
WICKHAM TRACTOR COMPANY	Kubota Zero Mower Starter	\$101.90
WIGGINS FARM AND AUTO SUPPLY	PW Vehicle Repair	\$318.04
WOLF WASTE, LLC	Trash removal	\$298.00
XCEL ENERGY	Utilities-Gas	\$14.93

Approved: 

Date: 07/25/2023

Total: \$124,171.65

INCIDENT ANALYSIS - DAY

Date 07/12/2023

Time 13:33:38

Report CFS03

Agency Wiggins Police Dept.

Dates 06/01/2023 Thru 06/30/2023

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Agency: WPD Wiggins Police Dept.								
00400 Assault	0	0	0	0	0	1	0	1
00500 Burglary	0	1	0	0	0	0	0	1
00600 Theft	1	0	0	0	2	0	0	3
01100 Fraud	0	0	0	1	0	0	0	1
02430 Loud Noise	0	1	0	1	0	1	1	4
02620 Trespassing	0	0	0	0	2	0	0	2
02660 Harass/threat	0	2	0	0	0	1	1	4
02670 Local Ordinance Violation	0	1	21	0	9	15	0	46
02671 Dog At Large	1	0	0	2	0	1	0	4
02672 Fireworks	0	1	0	0	0	0	0	1
02679 Weed Violation	0	0	0	0	0	23	0	23
02700 Susp Pers/veh/inc	0	0	1	2	0	0	1	4
02900 Runaway/missing Prsn	0	0	0	0	0	1	0	1
03000 Community Policing	0	2	2	0	0	1	1	6
03010 Assist Other Agency	1	5	0	1	2	2	1	12
03030 Building Check	0	1	0	0	0	0	0	1
03055 Remove A Party	0	0	1	0	0	0	0	1
03080 Medical Assist	0	0	1	0	0	1	1	3
03100 Welfare Check	0	0	1	1	0	0	1	3
03120 Extra Patrol	18	13	25	22	60	31	18	187
03121 Vacation House Check	2	0	3	2	2	1	0	10
03540 Traffic Accident	0	0	1	0	0	1	0	2
03600 Driving Complaint	0	0	0	0	1	0	0	1
03610 Parking Complaint	1	0	0	0	0	0	0	1
03620 Traffic Hazard	0	0	0	0	1	0	0	1
03640 Animal Control	1	0	0	0	1	0	0	2
03670 Animal Bite	0	0	1	0	0	0	0	1
03679 Warrant Confirmation	0	0	0	0	1	0	0	1
03680 Warrant Attempt/arrest	0	1	0	0	0	0	0	1
03730 Lost/found	0	1	0	0	1	0	0	2
03750 Meet Party	0	0	1	0	0	0	0	1
03760 Information	0	2	0	1	2	2	1	8
04000 Alarm	0	0	0	0	0	1	0	1
05000 Misc	0	0	0	3	0	0	0	3
05599 Littering	0	0	0	0	1	0	0	1
07410 Disturbance	0	0	0	0	1	0	0	1
07510 Abandoned Vehicle	0	1	0	0	0	3	0	4
07520 Motorist Assist	0	0	1	0	1	1	1	4
07530 Traffic Contact	7	9	3	7	17	23	7	73
07540 Traffic Accident	0	0	0	0	1	0	0	1
07580 Vehicle Inspection	0	3	0	0	0	1	0	4
09000 Fire Investigation LE	0	0	0	0	0	1	0	1
09001 911-Welfare Check	4	3	3	0	3	2	4	19
09900 Follow Up/Investigation	0	8	3	2	6	4	1	24
35DU Traffic Contact-DUI Inv	0	0	0	0	0	3	1	4
REPO Repossession	0	1	0	0	0	0	0	1
SEO Select Enforce Off Init	4	5	5	3	20	19	6	62
Wiggins Police Dept. Agency Total	40	61	73	48	134	140	46	542

INCIDENT ANALYSIS - DAY

Date 07/12/2023

Time 13:33:38

Report CFS03

Agency Wiggins Police Dept.

Dates 06/01/2023 Thru 06/30/2023

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Total	40	61	73	48	134	140	46	542

TOWN OF WIGGINS
 COMBINED CASH INVESTMENT
 JUNE 30, 2023

COMBINED CASH ACCOUNTS

01-10210	HIGH PLAINS-MAIN CHECKING	447,868.16
01-10220	HIGH PLAINS-SWEEP ACCOUNT	3,917,253.80
01-10700	RETURNED CHECK CLEARING ACCT	(100.30)
01-10750	UTILITY CASH CLEARING ACCOUNT	638.99
	TOTAL COMBINED CASH	4,365,660.65
01-20200	ACCOUNTS PAYABLE	548.34
01-10100	CASH ALLOCATED TO OTHER FUNDS	(4,954,767.35)
	TOTAL UNALLOCATED CASH	(588,558.36)

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,648,318.19
20	ALLOCATION TO WATER ENTERPRISE	1,217,016.00
30	ALLOCATION TO SEWER ENTERPRISE	1,230,352.54
40	ALLOCATION TO SALES TAX CAPITAL IMPROVEMENT	833,692.04
50	ALLOCATION TO CONSERVATION TRUST	25,388.58
	TOTAL ALLOCATIONS TO OTHER FUNDS	4,954,767.35
	ALLOCATION FROM COMBINED CASH FUND - 01-10100	(4,954,767.35)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF WIGGINS
BALANCE SHEET
JUNE 30, 2023

GENERAL FUND

ASSETS

10-10100	CASH IN COMBINED CASH FUND	1,648,318.19	
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	18,841.38	
10-10250	COLOTRUST FUND	110.99	
10-10260	CASH IN USE TAX FUND	267,277.31	
10-10310	CASH W/ COUNTY TREASURER	3,905.23	
10-10500	PROPERTY TAXES RECEIVABLE	524,163.97	
10-11500	ACCOUNTS RECEIVABLE	69,483.13	
10-14100	PREPAID EXPENSES	302.06	
	TOTAL ASSETS		2,533,251.95

LIABILITIES AND EQUITY

LIABILITIES

10-20200	ACCOUNTS PAYABLE	3,058.46	
10-20210	PAYABLE TO SCHOOL DISTRICT	25,037.57	
10-22210	DEFERRED PROPERTY TAX	524,163.97	
10-22410	UNEARNED REVENUE	292,319.77	
10-22710	FED/ FICA TAXES PAYABLE	14,816.03	
10-22720	STATE W/H TAXES PAYABLE	13,275.58	
10-22740	POLICE PENSION PAYABLE	8,395.10	
10-22760	DEFERRED COMP CONTRIB PAYABLE	1,968.28	
10-22770	UNEMPLOYMENT PAYABLE	(2,731.47)	
10-22790	GARNISHMENT PAYABLE	(647.50)	
10-22820	HEALTH INSURANCE PAYABLE	903.93	
10-22825	AFLAC PAYABLE	85.30	
10-22830	LIFE INSURANCE PAYABLE	50.40	
10-22840	VISION INSURANCE PAYABLE	129.27	
10-25320	FUND BALANCE	1,630,064.23	
	TOTAL LIABILITIES		2,510,888.92

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	61,130.46		
BALANCE - CURRENT DATE		61,130.46	
TOTAL FUND EQUITY			61,130.46
TOTAL LIABILITIES AND EQUITY			2,572,019.38

TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
10-30004 GENERAL MISCELLANEOUS	.00	800.10	.00	(800.10)	.0
10-31100 CURRENT PROPERTY TAX	.00	320,910.09	524,164.00	203,253.91	61.2
10-31200 SPECIFIC OWNERSHIP	.00	17,224.94	30,000.00	12,775.06	57.4
10-31300 1% TOWN SALES TAX	.00	135,191.12	300,000.00	164,808.88	45.1
10-31301 USE TAX	7,193.01	57,101.48	10,000.00	(47,101.48)	571.0
10-31420 CIGARETTE TAX	.00	653.61	1,500.00	846.39	43.6
10-31810 SEVERENCE TAX	.00	.00	10,000.00	10,000.00	.0
10-31820 FRANCHISE FEE-MORGAN CTY REA	.00	7,312.00	8,000.00	688.00	91.4
10-31821 FRANCHISE FEE-XCEL ENERGY	993.57	14,424.01	8,000.00	(6,424.01)	180.3
10-31823 FRANCHISE FEE--BLUE LIGHTNING	.00	2,011.71	2,750.00	738.29	73.2
10-31900 PENALTIES & INTEREST	.00	121.16	.00	(121.16)	.0
10-32110 LIQUOR LICENSE (15%)	.00	97.50	175.00	77.50	55.7
10-32210 BUILDING PERMITS	8,554.34	34,211.58	25,000.00	(9,211.58)	136.9
10-33412 DOLA EIAF 2021	.00	.00	82,500.00	82,500.00	.0
10-33413 DOLA REDI GRANT (PASS THRU)	.00	.00	150,000.00	150,000.00	.0
10-33430 MISCELLANEOUS FEES	.00	(4.95)	.00	4.95	.0
10-33530 HIGHWAY USERS TAX	.00	23,050.28	55,000.00	31,949.72	41.9
10-33550 ADDITIONAL MOTOR VEHICLE	.00	3,427.94	6,000.00	2,572.06	57.1
10-33800 ROAD & BRIDGE	.00	36,622.71	40,000.00	3,377.29	91.6
10-34210 SPECIAL POLICE SERVICES	8.00	120.10	.00	(120.10)	.0
10-34215 VIN INSPECTIONS	70.00	280.00	250.00	(30.00)	112.0
10-34220 BUILDING DEVELOPMENT REVIEW	.00	3,536.05	5,000.00	1,463.95	70.7
10-34221 BUILDING INSPECTION PLAN REV	.00	19,494.58	1,000.00	(18,494.58)	1949.5
10-34282 PARKS & REC FEES	.00	70.00	.00	(70.00)	.0
10-34283 SOFTBALL REG FEES	.00	.00	2,000.00	2,000.00	.0
10-34284 BASEBALL REG FEES	.00	9,030.00	11,000.00	1,970.00	82.1
10-34286 VOLLEYBALL REG FEES	.00	25.00	1,000.00	975.00	2.5
10-34287 SOCCER REG FEES	.00	1,816.00	1,500.00	(316.00)	121.1
10-34289 MISCELLANEOUS ACTIVITY FEES	.00	.00	2,000.00	2,000.00	.0
10-35110 COURT FINES-MUNICIPAL	1,470.00	19,180.18	30,000.00	10,819.82	63.9
10-36000 OTHER MISCELLANEOUS REVENUE	30.00	45.00	.00	(45.00)	.0
10-36010 DOG LICENSES/CLINIC	35.00	320.00	300.00	(20.00)	106.7
10-36011 BUSINESS LICENSES	.00	290.00	3,500.00	3,210.00	8.3
10-36012 CONTRACTOR LICENSES	125.00	1,150.00	1,800.00	650.00	63.9
10-36013 GOLF CART LICENSES	225.00	350.00	150.00	(200.00)	233.3
10-36040 INSURANCE PROCEEDS	.00	32,392.57	.00	(32,392.57)	.0
10-36050 CAPITAL CREDITS RECEIVED	.00	2,200.98	.00	(2,200.98)	.0
10-36100 INTEREST ON SAVINGS	.00	8,526.48	10.00	(8,516.48)	85264.
10-36310 BUILDING & FARM RENT	.00	3,250.00	6,000.00	2,750.00	54.2
10-36420 REFUNDS	.00	(8.94)	.00	8.94	.0
10-36500 CONTRIBUTIONS/DONATIONS	105.00	165.00	.00	(165.00)	.0
10-36501 SPONSORSHIPS	1,100.00	1,125.00	.00	(1,125.00)	.0
10-36512 GRANTS--DUI	.00	500.00	.00	(500.00)	.0
10-39210 SALE OF FIXED ASSETS	.00	1,207.60	.00	(1,207.60)	.0
TOTAL FUND REVENUE	19,908.92	758,220.88	1,318,599.00	560,378.12	57.5

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENTAL</u>					
10-410-13 FINANCIAL AUDIT	.00	.00	5,000.00	5,000.00	.0
10-410-32 PROFESSIONAL SERVICES	324.73	6,625.66	22,500.00	15,874.34	29.5
10-410-34 CODIFICATION	.00	3,920.00	12,000.00	8,080.00	32.7
10-410-35 COPIER LEASE	.00	404.66	650.00	245.34	62.3
10-410-40 EMPLOYEE TRAINING	.00	2,860.62	5,000.00	2,139.38	57.2
10-410-41 TELEPHONE & INTERNET	70.60	1,784.31	1,400.00	(384.31)	127.5
10-410-42 UTILITIES--ELECTRIC	.00	315.73	2,000.00	1,684.27	15.8
10-410-43 OFFICE BLDG REPAIRS & MAINT	.00	1,482.00	5,000.00	3,518.00	29.6
10-410-44 POSTAGE METER LEASE	.00	105.13	250.00	144.87	42.1
10-410-45 UTILITIES-GAS	93.69	747.49	1,500.00	752.51	49.8
10-410-46 CELL PHONE	.00	640.06	1,260.00	619.94	50.8
10-410-48 TRASH	.00	.00	300.00	300.00	.0
10-410-52 INSURANCE & BONDS	.00	14,806.94	32,180.00	17,373.06	46.0
10-410-54 ADVERTISING	.00	.00	600.00	600.00	.0
10-410-55 POSTAGE & SHIPPING	.00	275.43	800.00	524.57	34.4
10-410-58 TRAVEL & MEETINGS	584.18	1,699.11	5,200.00	3,500.89	32.7
10-410-61 OPERATING SUPPLIES	412.33	1,797.35	5,500.00	3,702.65	32.7
10-410-68 COPIER EXPENSE	.00	863.66	725.00	(138.66)	119.1
10-410-70 IT SUPPORT	.00	.00	15,000.00	15,000.00	.0
10-410-71 COMPUTER SOFTWARE	225.69	3,989.14	3,000.00	(989.14)	133.0
10-410-87 EQUIPMENT	.00	4,960.00	.00	(4,960.00)	.0
10-410-90 DUES & SUBSCRIPTIONS	.00	190.00	4,000.00	3,810.00	4.8
10-410-91 NEWSLETTERS & PUBLICATIONS	.00	382.16	800.00	417.84	47.8
TOTAL GENERAL GOVERNMENTAL	1,711.22	47,849.45	124,665.00	76,815.55	38.4
<u>ADMINISTRATION DEPARTMENT</u>					
10-411-11 SALARY-TOWN CLERK	1,684.90	2,288.40	.00	(2,288.40)	.0
10-411-15 ADMINISTRATION DEPT EMPLOYEES	5,501.46	34,959.17	134,102.00	99,142.83	26.1
10-411-20 EMPLOYEE BENEFITS	491.78	2,971.53	18,115.00	15,143.47	16.4
10-411-22 FICA & MEDICARE	487.92	2,760.17	10,259.00	7,498.83	26.9
10-411-23 457 RETIREMENT	239.85	1,473.22	6,500.00	5,026.78	22.7
10-411-25 UNEMPLOYMENT INS	4.99	48.89	402.00	353.11	12.2
10-411-26 WORKERS' COMPENSATION	.00	2,590.45	200.00	(2,390.45)	1295.2
10-411-27 EMPLOYEE APPRECIATION	.00	126.30	1,200.00	1,073.70	10.5
10-411-28 TA VEHICLE STIPEND	.00	.00	1,000.00	1,000.00	.0
TOTAL ADMINISTRATION DEPARTMENT	8,410.90	47,218.13	171,778.00	124,559.87	27.5

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>JUDICIAL DEPARTMENT</u>					
10-412-00 CONTRACT-JUDGE	312.50	1,875.00	3,800.00	1,925.00	49.3
10-412-01 CONTRACT-TOWN PROSECUTOR	1,592.50	3,517.50	3,250.00	(267.50)	108.2
10-412-35 COPIER LEASE	.00	104.94	400.00	295.06	26.2
10-412-41 TELEPHONE & INTERNET	.00	.00	100.00	100.00	.0
10-412-44 POSTAGE METER LEASE	.00	63.08	.00	(63.08)	.0
10-412-55 POSTAGE	.00	515.23	200.00	(315.23)	257.6
10-412-61 OFFICE SUPPLIES	.00	.00	150.00	150.00	.0
10-412-68 COPIER EXPENSE	.00	215.92	100.00	(115.92)	215.9
10-412-70 IT SUPPORT	.00	.00	100.00	100.00	.0
10-412-71 COMPUTER SOFTWARE	.00	115.50	200.00	84.50	57.8
TOTAL JUDICIAL DEPARTMENT	1,905.00	6,407.17	8,300.00	1,892.83	77.2
<u>MAYOR & LEGISLATIVE BOARDS</u>					
10-413-10 MAYOR COMPENSATION	.00	200.00	2,400.00	2,200.00	8.3
10-413-11 BOARD OF TRUSTEES COMPENSATION	440.00	2,400.00	2,880.00	480.00	83.3
10-413-12 BOARD OF TRUSTEES APPRECIATION	.00	.00	500.00	500.00	.0
10-413-22 FICA & MEDICARE	33.66	198.90	404.00	205.10	49.2
10-413-26 WORKERS' COMPENSATION	.00	183.31	100.00	(83.31)	183.3
10-413-40 BOARD OF TRUSTEES TRAINING	.00	.00	3,000.00	3,000.00	.0
10-413-51 E & O INSURANCE	.00	.00	3,200.00	3,200.00	.0
10-413-58 BOARD TRAVEL & MEETINGS	.00	.00	5,000.00	5,000.00	.0
10-413-71 COMPUTER SOFTWARE	.00	.00	200.00	200.00	.0
10-413-90 DUES & SUBSCRIPTIONS	.00	.00	2,500.00	2,500.00	.0
TOTAL MAYOR & LEGISLATIVE BOARDS	473.66	2,982.21	20,184.00	17,201.79	14.8
<u>ELECTIONS</u>					
10-414-00 ELECTIONS	.00	.00	3,000.00	3,000.00	.0
TOTAL ELECTIONS	.00	.00	3,000.00	3,000.00	.0
<u>TREASURER'S OFFICE</u>					
10-415-15 COLLECTIONS (TREASURERS FEE)	.00	6,406.22	10,000.00	3,593.78	64.1
10-415-30 TOWN LEGAL	5,246.00	23,392.00	60,000.00	36,608.00	39.0
10-415-40 REPORTING & PUBLISHING	.00	18.40	500.00	481.60	3.7
TOTAL TREASURER'S OFFICE	5,246.00	29,816.62	70,500.00	40,683.38	42.3

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ECONOMIC DEVELOPMENT</u>					
10-416-50 ECONOMIC DEVELOPMENT	.00	142,500.00	160,000.00	17,500.00	89.1
10-416-51 MEMBERSHP FEE/DUES	.00	.00	2,800.00	2,800.00	.0
TOTAL ECONOMIC DEVELOPMENT	.00	142,500.00	162,800.00	20,300.00	87.5
<u>COMMUNITY DEVELOPMENT</u>					
10-417-30 COMMUNITY MEETINGS	.00	.00	1,000.00	1,000.00	.0
10-417-35 COPIER LEASE	.00	81.09	95.00	13.91	85.4
10-417-44 POSTAGE MACHINE LEASE	.00	42.04	105.00	62.96	40.0
10-417-55 POSTAGE	.00	.00	500.00	500.00	.0
10-417-61 OFFICE SUPPLIES	.00	.00	120.00	120.00	.0
10-417-63 ABATEMENT	.00	.00	1,500.00	1,500.00	.0
10-417-68 COPIER EXPENSE	.00	215.92	120.00	(95.92)	179.9
10-417-70 IT SUPPORT	.00	.00	200.00	200.00	.0
10-417-71 COMPUTER SOFTWARE	.00	115.50	100.00	(15.50)	115.5
10-417-85 CODE ENFORCEMENT	.00	.00	500.00	500.00	.0
10-417-91 NEWSLETTER	.00	.00	2,100.00	2,100.00	.0
TOTAL COMMUNITY DEVELOPMENT	.00	454.55	6,340.00	5,885.45	7.2
<u>PLANNING & ZONING</u>					
10-418-30 LEGAL/ENGINEERING SUPPORT	.00	2,164.25	3,500.00	1,335.75	61.8
10-418-35 COPIER LEASE	.00	81.07	95.00	13.93	85.3
10-418-40 STAFF TRAINING	.00	.00	1,500.00	1,500.00	.0
10-418-41 TELEPHONE & INTERNET	23.53	23.53	425.00	401.47	5.5
10-418-44 POSTAGE MACHINE LEASE	.00	43.16	200.00	156.84	21.6
10-418-49 COMMISSION TRAINING	.00	.00	500.00	500.00	.0
10-418-51 MEMBERSHIPS/PUBLICATIONS	.00	39.98	200.00	160.02	20.0
10-418-54 NOTICES/PUBLICATIONS	179.68	273.65	1,000.00	726.35	27.4
10-418-55 POSTAGE	.00	116.37	105.00	(11.37)	110.8
10-418-61 OFFICE SUPPLIES	.00	9.49	50.00	40.51	19.0
10-418-68 COPIER EXPENSE	.00	215.92	100.00	(115.92)	215.9
10-418-70 IT SUPPORT	.00	.00	100.00	100.00	.0
10-418-71 COMPUTER SOFTWARE	26.33	352.20	100.00	(252.20)	352.2
10-418-93 COMPREHENSIVE PLAN	7,127.26	14,109.36	165,000.00	150,890.64	8.6
10-418-94 ZONING MAP	.00	.00	5,000.00	5,000.00	.0
10-418-98 IMPACT FEE STUDY	.00	.00	15,000.00	15,000.00	.0
TOTAL PLANNING & ZONING	7,356.80	17,428.98	192,875.00	175,446.02	9.0

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY PROGRAMS</u>					
10-419-00	81.13	51.13	22,500.00	22,448.87	.2
10-419-01	.00	617.41	5,000.00	4,382.59	12.4
10-419-02	.00	.00	1,000.00	1,000.00	.0
10-419-05	26.97	51.97	3,000.00	2,948.03	1.7
10-419-10	.00	.00	10,800.00	10,800.00	.0
10-419-20	.00	250.00	10,000.00	9,750.00	2.5
10-419-58	.00	.00	2,000.00	2,000.00	.0
10-419-62	.00	.00	5,000.00	5,000.00	.0
10-419-65	95.65	2,647.51	2,500.00	(147.51)	105.9
10-419-66	.00	.00	250.00	250.00	.0
10-419-91	.00	498.26	750.00	251.74	66.4
10-419-99	.00	30.60	.00	(30.60)	.0
	<u>203.75</u>	<u>4,146.88</u>	<u>62,800.00</u>	<u>58,653.12</u>	<u>6.6</u>
TOTAL COMMUNITY PROGRAMS					

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
10-421-02 CONTRACT SERVICES	.00	99.00	1,800.00	1,701.00	5.5
10-421-04 OFFICER EQUIPMENT	7,751.25	8,366.25	30,000.00	21,633.75	27.9
10-421-15 POLICE SALARIES	17,903.17	99,312.34	194,443.00	95,130.66	51.1
10-421-20 EMPLOYEE BENEFITS	1,775.40	10,652.40	28,602.00	17,949.60	37.2
10-421-21 VEHICLE/MOBILE EQUIPMENT	.00	86.47	15,000.00	14,913.53	.6
10-421-22 FICA & MEDICARE	270.23	1,503.88	14,875.00	13,371.12	10.1
10-421-23 PENSION-FPPA	1,600.24	9,489.13	19,444.00	9,954.87	48.8
10-421-24 DEATH & DISABILITY-FPPA	161.78	1,012.12	3,306.00	2,293.88	30.6
10-421-25 UNEMPLOYMENT INSURANCE	.00	114.77	583.00	468.23	19.7
10-421-26 WORKERS' COMPENSATION	.00	2,631.96	6,500.00	3,868.04	40.5
10-421-28 FARM HOUSE UTILITIES-GAS/ELECT	.00	1,491.97	3,700.00	2,208.03	40.3
10-421-29 UNIFORMS	.00	567.33	2,500.00	1,932.67	22.7
10-421-30 PROFESSIONAL LEGAL SERVICES	.00	.00	1,000.00	1,000.00	.0
10-421-35 COPIER LEASE	.00	89.04	150.00	60.96	59.4
10-421-40 TRAINING	.00	1,641.37	3,000.00	1,358.63	54.7
10-421-41 TELEPHONE & INTERNET	35.30	35.30	750.00	714.70	4.7
10-421-42 MC COM CENTER PHONE LINE	.00	162.62	600.00	437.38	27.1
10-421-43 REPAIRS AND MAINTENANCE (AUTO)	9.25	549.89	7,500.00	6,950.11	7.3
10-421-44 UTILITIES-ELECTRIC	.00	315.74	1,200.00	884.26	26.3
10-421-45 UTILITIES-GAS	.00	.00	600.00	600.00	.0
10-421-46 CELL PHONE	.00	1,183.77	2,400.00	1,216.23	49.3
10-421-48 TRASH	.00	.00	270.00	270.00	.0
10-421-49 OTHER MISCELLANEOUS	1.27	1.27	1,200.00	1,198.73	.1
10-421-52 INSURANCE & BONDS	.00	9,884.72	15,000.00	5,115.28	65.9
10-421-55 PRINTING	.00	.00	1,000.00	1,000.00	.0
10-421-61 OFFICE/GEN OPERATING SUPPLIES	.00	414.32	1,000.00	585.68	41.4
10-421-62 FUEL	.00	2,866.17	13,000.00	10,133.83	22.1
10-421-64 CRIME PREVENTION	.00	32.70	250.00	217.30	13.1
10-421-68 COPIER EXPENSE	.00	215.92	100.00	(115.92)	215.9
10-421-70 IT SUPPORT	.00	.00	2,500.00	2,500.00	.0
10-421-71 COMPUTER SOFTWARE	.00	249.99	4,000.00	3,750.01	6.3
10-421-72 AMMUNITION	.00	.00	2,000.00	2,000.00	.0
10-421-73 LEXIPOLE	.00	2,572.89	2,400.00	(172.89)	107.2
10-421-85 ANIMAL CONTROL	52.74	52.74	500.00	447.26	10.6
10-421-90 MEMBERSHIP DUES	25.72	75.72	300.00	224.28	25.2
10-421-91 POLICE VEHICLE SINKING FUND	.00	.00	5,000.00	5,000.00	.0
TOTAL POLICE DEPARTMENT	29,586.35	155,671.79	386,473.00	230,801.21	40.3
<u>BUILDING INSPECTION DEPARTMENT</u>					
10-424-20 BUILDING INSPECTIONS MATERIALS	.00	.00	200.00	200.00	.0
10-424-30 DEVELOPMENT REVIEW MISC EXP	537.50	2,840.00	1,000.00	(1,840.00)	284.0
10-424-31 COMMERCIAL BUILDING REVIEW	.00	13,290.20	5,000.00	(8,290.20)	265.8
10-424-32 RESIDENTIAL BUILDING REVIEW	3,364.73	13,851.79	5,000.00	(8,851.79)	277.0
TOTAL BUILDING INSPECTION DEPARTMEN	3,902.23	29,981.99	11,200.00	(18,781.99)	267.7

TOWN OF WIGGINS
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS ADMINISTRATION</u>					
10-430-11 SALARY - PW MAINTENANCE(1)	9,344.50	48,282.84	5,428.00	(42,854.84)	889.5
10-430-15 SALARY-PW SEASONAL (MOWING)	.00	325.26	6,000.00	5,674.74	5.4
10-430-16 PW EMPLOYEES-FULL TIME	.00	2,307.75	40,419.00	38,111.25	5.7
10-430-20 EMPLOYEE BENEFITS - PW	770.30	4,621.80	8,104.00	3,482.20	57.0
10-430-22 FICA & MEDICARE	686.75	3,726.69	3,092.00	(634.69)	120.5
10-430-23 457 RETIREMENT	118.23	682.53	1,213.00	530.47	56.3
10-430-25 UNEMPLOYMENT INSURANCE - PW	16.48	95.82	138.00	42.18	69.4
10-430-26 WORKERS' COMPENSATION - PW	.00	2,631.96	3,000.00	368.04	87.7
TOTAL PUBLIC WORKS ADMINISTRATION	10,936.26	62,674.65	67,394.00	4,719.35	93.0
<u>PUBLIC WORKS & STREETS DEPT</u>					
10-431-00 UNIFORMS - PW	.00	497.44	3,500.00	3,002.56	14.2
10-431-20 REPAIRS-EQUIPMENT & VEHICLES	319.91	11,151.63	9,500.00	(1,651.63)	117.4
10-431-21 STREETS-SIGNS & MATERIAL	.00	667.96	10,000.00	9,332.04	6.7
10-431-22 SNOW REMOVAL	5.92	4,506.64	.00	(4,506.64)	.0
10-431-23 EQUIPMENT RENTAL	.00	.00	200.00	200.00	.0
10-431-24 REPAIRS & MAINTENANCE-STREETS	11,337.37	23,109.33	.00	(23,109.33)	.0
10-431-25 FARM HOUSE MAINT	2,070.87	2,510.78	3,000.00	489.22	83.7
10-431-28 FARM HOUSE UTILITIES	69.77	69.77	2,700.00	2,630.23	2.6
10-431-35 COPIER LEASE	.00	48.50	95.00	46.50	51.1
10-431-39 GIS	.00	.00	250.00	250.00	.0
10-431-40 EMPLOYEE TRAINING	.00	65.62	2,500.00	2,434.38	2.6
10-431-41 UTILITIES - ELECTRIC	22.86	430.04	1,500.00	1,069.96	28.7
10-431-43 BUIDING MAINT	.00	9,335.47	3,000.00	(6,335.47)	311.2
10-431-45 UTILITIES-GAS	93.69	747.49	1,200.00	452.51	62.3
10-431-46 CELL PHONE	.00	563.95	975.00	411.05	57.8
10-431-47 TELEPHONE & INTERNET	10.82	95.86	800.00	704.14	12.0
10-431-48 TRASH	.00	.00	540.00	540.00	.0
10-431-52 INSURANCE - PW	.00	9,396.00	9,611.00	215.00	97.8
10-431-55 POSTAGE & SHIPPING-PW	5.16	35.16	50.00	14.84	70.3
10-431-60 STREET LIGHTING - PW	882.48	4,412.40	11,000.00	6,587.60	40.1
10-431-61 OFFICE SUPPLIES	16.58	16.58	1,400.00	1,383.42	1.2
10-431-62 FUEL - PW	406.90	4,785.29	8,500.00	3,714.71	56.3
10-431-63 CONTRACT REFUSE REMOVAL - PW	.00	1,788.00	2,000.00	212.00	89.4
10-431-65 TREE PROGRAM	133.25	2,253.02	1,500.00	(753.02)	150.2
10-431-66 PEST/WEED CONTROL - PW	65.97	65.97	1,600.00	1,534.03	4.1
10-431-68 COPIER EXPENSE	.00	215.92	78.00	(137.92)	276.8
10-431-70 IT SUPPORT	.00	.00	2,500.00	2,500.00	.0
10-431-71 COMPUTER SOFTWARE	175.00	612.25	424.00	(188.25)	144.4
10-431-74 EQUIPMENT- CAPITAL OUTLAY	.00	14.99	2,250.00	2,235.01	.7
10-431-75 RESERVE CAPITAL OUTLAY	.00	7,395.00	.00	(7,395.00)	.0
10-431-76 PW VEHICLES SINKING FUND	.00	.00	5,000.00	5,000.00	.0
10-431-77 PW HEAVY EQUIP SINKING FUND	.00	.00	5,000.00	5,000.00	.0
10-431-99 OTHER MISCELLANEOUS - PW	25.33	943.20	.00	(943.20)	.0
TOTAL PUBLIC WORKS & STREETS DEPT	15,641.88	85,734.26	90,673.00	4,938.74	94.6

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORMWATER</u>					
10-432-59	.00	11,391.25	5,000.00	(6,391.25)	227.8
10-432-60	3,950.00	7,240.76	.00	(7,240.76)	.0
10-432-61	.00	131.94	750.00	618.06	17.6
10-432-62	375.00	3,975.00	1,000.00	(2,975.00)	397.5
10-432-63	.00	.00	500.00	500.00	.0
10-432-64	.00	.00	500.00	500.00	.0
10-432-65	.00	401.17	500.00	98.83	80.2
	<u>4,325.00</u>	<u>23,140.12</u>	<u>8,250.00</u>	<u>(14,890.12)</u>	<u>280.5</u>
<u>PARK & RECREATION</u>					
10-451-11	3,178.24	14,650.37	16,200.00	1,549.63	90.4
10-451-12	.00	.00	8,108.00	8,108.00	.0
10-451-16	.00	461.55	5,337.00	4,875.45	8.7
10-451-20	79.18	475.08	.00	(475.08)	.0
10-451-22	243.15	1,156.07	2,268.00	1,111.93	51.0
10-451-23	10.25	57.10	.00	(57.10)	.0
10-451-25	6.36	30.26	23.00	(7.26)	131.6
10-451-26	.00	971.87	1,500.00	528.13	64.8
10-451-30	.00	.00	1,000.00	1,000.00	.0
10-451-38	.00	189.63	490.00	300.37	38.7
10-451-39	10.82	95.86	1,200.00	1,104.14	8.0
10-451-40	.00	15.71	1,000.00	984.29	1.6
10-451-41	374.36	3,285.38	12,000.00	8,714.62	27.4
10-451-42	5,060.89	5,282.01	.00	(5,282.01)	.0
10-451-43	5,156.89	5,843.93	.00	(5,843.93)	.0
10-451-48	.00	.00	800.00	800.00	.0
10-451-55	.00	43.14	1,200.00	1,156.86	3.6
10-451-60	393.50	393.50	735.00	341.50	53.5
10-451-61	16.99	643.51	4,500.00	3,856.49	14.3
10-451-62	.00	344.13	3,000.00	2,655.87	11.5
10-451-70	.00	.00	100.00	100.00	.0
10-451-71	351.00	1,319.12	2,100.00	780.88	62.8
10-451-83	.00	.00	2,750.00	2,750.00	.0
10-451-84	2,582.72	4,035.44	8,000.00	3,964.56	50.4
10-451-86	.00	.00	750.00	750.00	.0
10-451-87	.00	1,415.67	1,200.00	(215.67)	118.0
10-451-88	.00	.00	2,000.00	2,000.00	.0
10-451-90	.00	138.75	2,100.00	1,961.25	6.6
10-451-91	.00	235.54	.00	(235.54)	.0
10-451-92	.00	.00	100.00	100.00	.0
10-451-93	.00	.00	200.00	200.00	.0
	<u>17,464.35</u>	<u>41,083.62</u>	<u>78,661.00</u>	<u>37,577.38</u>	<u>52.2</u>
	<u>107,163.40</u>	<u>697,090.42</u>	<u>1,465,893.00</u>	<u>768,802.58</u>	<u>47.6</u>

TOWN OF WIGGINS
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	(87,254.48)	61,130.46	(147,294.00)	(208,424.46)	41.5

TOWN OF WIGGINS
BALANCE SHEET
JUNE 30, 2023

WATER ENTERPRISE

ASSETS

20-10100	CASH IN COMBINED CASH FUND	1,217,016.00	
20-10120	CASH ON HAND	50.00	
20-10210	WATER ENTERPRISE CLEARING ACCT	7,603.69	
20-10250	COLOTRUST-WATER FUND	110.99	
20-10251	HIGH PLAINS WATER ENTPR FUND	183,038.79	
20-10260	COLOTRUST - DEVELOPMENT FEES	109.45	
20-10261	2011 USDA DEBT SERV RESERVE	101,410.82	
20-10262	2013 USDA DEBT SERV RESERVE	154,804.12	
20-10270	COLOTRUST-WATER BOND ACCOUNT	22.48	
20-10271	63.23% BOTW DEBT SERVICE	1,339.24	
20-10273	2020 BOTW LOAN--SINKING FUND	548,271.17	
20-10280	COLOTRUST-WATER BOND RESERVE	112.03	
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	111.06	
20-11500	ACCOUNTS RECEIVABLE	91,526.73	
20-14000	CWCB LOAN PROCEEDS ESCROW	1,133,775.50	
20-14100	PREPAID EXPENSE	(35,830.78)	
20-16100	LAND	661,549.57	
20-16200	WATER RIGHTS	5,022,202.92	
20-16300	CONSTRUCTION IN PROGRESS	126,211.75	
20-16400	PLANT EQUIPMENT	7,382,696.17	
20-16401	OTHER EQUIPMENT	28,834.06	
20-16410	ACCUMULATED DEPRECIATION	(1,951,573.65)	
	TOTAL ASSETS		14,950,570.79

LIABILITIES AND EQUITY

LIABILITIES

20-20200	ACCOUNTS PAYABLE	(36,255.75)	
20-20300	ACCRUED COMPENSATED ABSENCES	7,854.14	
20-20301	ACCR'D COMP ABS--CURR. PORTION	1,963.54	
20-20400	ACCRUED INTEREST PAYABLE	193,135.55	
20-22530	2013 USDA	460,570.66	
20-22540	REVENUE BOND PAYABLE-REA	2,655,099.89	
20-22550	BOTW LOAN--63.23% WATER	1,827,739.03	
20-22600	CAPITAL LEASES PAYABLE	210,843.50	
20-22650	2017 CWCB NOTE PAYABLE	2,408,850.00	
20-22900	CUSTOMER DEPOSIT LIABILITY	60,819.85	
	TOTAL LIABILITIES		7,790,620.41

FUND EQUITY

20-27900	RETAINED EARNINGS	7,073,503.05	
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TOWN OF WIGGINS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
20-34000 WATER SALES	87,044.53	421,330.42	900,000.00	478,669.58	46.8
20-34001 CUSTOMER DEPOSITS	.00	.00	500.00	500.00	.0
20-34002 BULK WATER SALES	.00	178.00	5,000.00	4,822.00	3.6
20-34440 TAP FEES & ACQUISITION FEES	.00	23,278.00	.00	(23,278.00)	.0
20-34442 WATER METER SALES	305.00	1,166.00	7,800.00	6,634.00	15.0
20-34450 MISCELLANEOUS WATER INCOME	1,725.00	9,170.00	15,000.00	5,830.00	61.1
20-36000 WATER DEVELOPMENT CONTRIBUTION	150.00	375.00	.00	(375.00)	.0
20-36001 RENTAL INCOME	319.32	771.32	10,000.00	9,228.68	7.7
20-36100 INTEREST EARNED	.00	248.94	.00	(248.94)	.0
TOTAL FUND REVENUE	89,543.85	456,517.68	938,300.00	481,782.32	48.7

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROFESSIONAL SERVICES</u>					
20-410-13 FINANCIAL AUDIT	.00	.00	5,000.00	5,000.00	.0
20-410-30 LEGAL SERVICE	480.00	480.00	5,000.00	4,520.00	9.6
20-410-31 WATER RIGHTS EXPENSES (LEGAL)	15,780.00	43,745.10	80,000.00	36,254.90	54.7
20-410-32 PROFESSIONAL SERVICES WATER	17,092.38	49,538.84	90,000.00	40,461.16	55.0
20-410-33 POSTAGE	.00	536.81	1,200.00	663.19	44.7
20-410-34 WATER DEPOSIT REFUND	.00	.00	1,000.00	1,000.00	.0
20-410-38 PROFESSIONAL SERVICES ACCT	.00	.00	10,000.00	10,000.00	.0
20-410-40 TRAVEL, MEETINGS & TRAINING	.00	.00	4,000.00	4,000.00	.0
20-410-44 POSTAGE MACHINE LEASE	.00	61.97	105.00	43.03	59.0
20-410-59 DESIGN/SYSTEM ENGINEERING	.00	81,929.25	50,000.00	(31,929.25)	163.9
20-410-68 COPIER EXPENSE	.00	107.95	.00	(107.95)	.0
TOTAL PROFESSIONAL SERVICES	33,352.38	176,399.92	246,305.00	69,905.08	71.6
<u>WATER ADMINISTRATION</u>					
20-411-11 SALARY-TOWN CLERK	1,835.93	2,454.97	.00	(2,454.97)	.0
20-411-12 EMPLOYEE SALARY-ADMINISTRATION	.00	.00	67,195.00	67,195.00	.0
20-411-15 ADMINISTRATION DEPT EMPLOYEES	3,318.24	30,235.88	.00	(30,235.88)	.0
20-411-20 EMPLOYEE BENEFITS	308.91	1,947.26	10,011.00	8,063.74	19.5
20-411-22 FICA & MEDICARE	354.07	2,428.58	5,141.00	2,712.42	47.2
20-411-23 457 RETIREMENT	186.82	1,338.87	3,500.00	2,161.13	38.3
20-411-25 UNEMPLOYMENT INSURANCE	3.23	39.32	202.00	162.68	19.5
20-411-26 WORKERS' COMPENSATION	.00	141.81	175.00	33.19	81.0
20-411-72 UTILITY BILLING SOFTWARE EXP	324.67	324.67	2,920.00	2,595.33	11.1
TOTAL WATER ADMINISTRATION	6,331.87	38,911.36	89,144.00	50,232.64	43.7
<u>PUBLIC WORKS ADMINISTRATION</u>					
20-430-11 SALARY-PW MAINTENANCE	1,799.67	10,423.22	24,017.00	13,593.78	43.4
20-430-15 EMPL SALARY-PW P/T SEASONAL	.00	.00	7,332.00	7,332.00	.0
20-430-20 EMPLOYEE BENEFITS	345.56	2,073.36	4,767.00	2,693.64	43.5
20-430-22 FICA & MEDICARE	123.64	713.19	2,398.00	1,684.81	29.7
20-430-23 457 RETIREMENT	54.00	312.75	720.00	407.25	43.4
20-430-25 UNEMPLOYMENT INSURANCE	2.49	17.85	72.00	54.15	24.8
20-430-26 WORKERS' COMPENSATION	.00	.00	750.00	750.00	.0
TOTAL PUBLIC WORKS ADMINISTRATION	2,325.36	13,540.37	40,056.00	26,515.63	33.8
<u>SUPPLIES</u>					
20-431-22 EQUIPMENT REPAIRS AND MAINT	.00	64.12	5,000.00	4,935.88	1.3
20-431-62 FUEL	.00	1,013.86	750.00	(263.86)	135.2
20-431-75 VEHICLE REPAIR	.00	.00	1,500.00	1,500.00	.0
TOTAL SUPPLIES	.00	1,077.98	7,250.00	6,172.02	14.9

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

WATER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATIONS</u>					
20-432-00	.00	.00	5,000.00	5,000.00	.0
20-432-05	124.49	124.49	400.00	275.51	31.1
20-432-30	400.00	1,520.00	6,000.00	4,480.00	25.3
20-432-35	.00	80.30	600.00	519.70	13.4
20-432-37	.00	3,132.80	13,500.00	10,367.20	23.2
20-432-39	.00	57.75	1,125.00	1,067.25	5.1
20-432-40	21.65	552.44	2,000.00	1,447.56	27.6
20-432-41	8.17	19,866.33	80,000.00	60,133.67	24.8
20-432-45	267.27	1,380.03	2,500.00	1,119.97	55.2
20-432-46	.00	.00	764.00	764.00	.0
20-432-48	.00	.00	100.00	100.00	.0
20-432-49	.00	2,292.27	7,000.00	4,707.73	32.8
20-432-50	.00	.00	1,500.00	1,500.00	.0
20-432-52	.00	4,560.39	8,000.00	3,439.61	57.0
20-432-53	.00	.00	5,000.00	5,000.00	.0
20-432-54	.00	1,756.50	2,500.00	743.50	70.3
20-432-55	9,283.39	10,378.79	7,800.00	(2,578.79)	133.1
20-432-56	234.06	672.00	10,000.00	9,328.00	6.7
20-432-57	.00	1,502.20	8,000.00	6,497.80	18.8
20-432-59	.00	337.09	1,000.00	662.91	33.7
20-432-61	.00	.00	1,500.00	1,500.00	.0
20-432-68	.00	.00	800.00	800.00	.0
20-432-70	.00	2,500.00	500.00	(2,000.00)	500.0
20-432-75	620.00	671.96	2,000.00	1,328.04	33.6
20-432-85	.00	3,148.50	70,000.00	66,851.50	4.5
20-432-87	.00	.00	5,000.00	5,000.00	.0
20-432-99	.00	48.48	1,000.00	951.52	4.9
TOTAL OPERATIONS	10,959.03	54,582.32	243,589.00	189,006.68	22.4
<u>DEBT SERVICE</u>					
20-471-09	.00	.00	45,000.00	45,000.00	.0
20-471-11	.00	73,536.00	147,000.00	73,464.00	50.0
20-471-12	3,510.42	21,062.52	42,125.00	21,062.48	50.0
20-471-13	45,693.48	81,826.23	40,000.00	(41,826.23)	204.6
20-471-14	34,764.82	105,938.04	95,000.00	(10,938.04)	111.5
20-471-50	.00	.00	18,969.00	18,969.00	.0
TOTAL DEBT SERVICE	83,968.72	282,362.79	388,094.00	105,731.21	72.8
TOTAL FUND EXPENDITURES	136,937.36	566,874.74	1,014,438.00	447,563.26	55.9
NET REVENUE OVER EXPENDITURES	(47,393.51)	(110,357.06)	(76,138.00)	34,219.06	(144.9)

TOWN OF WIGGINS
BALANCE SHEET
JUNE 30, 2023

SEWER ENTERPRISE

ASSETS

30-10100	CASH IN COMBINED CASH FUND	1,230,352.54	
30-10250	COLOTRUST FUND	110.99	
30-10251	HIGH PLAINS SEWER ENTPR FUND	63,733.32	
30-10260	COLOTRUST SEWER PROJECT	110.99	
30-10271	36.77% BOTW DEBT SERVICE	779.46	
30-10273	2020 BOTW LOAN--SINKING FUND	318,834.83	
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	43,947.30	
30-14100	PREPAID EXPENSE	(35,830.78)	
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	(819,302.04)	
	TOTAL ASSETS		4,122,522.13

LIABILITIES AND EQUITY

LIABILITIES

30-20200	ACCOUNTS PAYABLE	(36,297.66)	
30-20300	ACCRUED COMPENSATED ABSENCES	7,854.14	
30-20301	ACCR'D COMP ABS--CURR. PORTION	1,963.54	
30-20400	ACCRUED INTEREST PAYABLE	9,208.09	
30-22550	BOTH 36.77% SEWER LOAN	1,062,880.97	
30-22900	CUSTOMER DEPOSIT LIABILITY	9,254.90	
30-22905	DEVELOPER PERFORMANCE DEPOSIT	11,750.00	
	TOTAL LIABILITIES		1,066,613.98

FUND EQUITY

30-27900	RETAINED EARNINGS	3,035,619.63	
	UNAPPROPRIATED FUND BALANCE:		
30-29001	SUSPENSE	26,572.02	
	REVENUE OVER EXPENDITURES - YTD	1,427.62	
	BALANCE - CURRENT DATE	27,999.64	
	TOTAL FUND EQUITY		3,063,619.27
	TOTAL LIABILITIES AND EQUITY		4,130,233.25

TOWN OF WIGGINS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2023

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
30-34000 SEWER SALES	36,369.34	218,036.40	420,000.00	201,963.60	51.9
30-34001 CUSTOMER DEPOSITS	.00	.00	150.00	150.00	.0
30-36100 INTEREST EARNED	.00	39.36	.00	(39.36)	.0
	<u>36,369.34</u>	<u>218,075.76</u>	<u>420,150.00</u>	<u>202,074.24</u>	<u>51.9</u>
TOTAL FUND REVENUE					

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROFESSIONAL SERVICES</u>					
30-410-13 FINANCIAL AUDIT	.00	.00	5,000.00	5,000.00	.0
30-410-30 LEGAL SERVICE	.00	.00	2,000.00	2,000.00	.0
30-410-32 PROFESSIONAL SERVICES	324.64	6,123.28	20,000.00	13,876.72	30.6
30-410-33 POSTAGE	.00	536.81	1,000.00	463.19	53.7
30-410-34 SEWER DEPOSIT REFUND	.00	.00	500.00	500.00	.0
30-410-35 COPIER LEASE	.00	80.30	600.00	519.70	13.4
30-410-40 TRAINING	.00	.00	1,000.00	1,000.00	.0
30-410-44 POSTAGE MACHINE LEASE	.00	61.97	105.00	43.03	59.0
30-410-67 OFFICE SUPPLIES	.00	.00	200.00	200.00	.0
30-410-68 COPIER EXPENSE	.00	107.95	600.00	492.05	18.0
TOTAL PROFESSIONAL SERVICES	324.64	6,910.31	31,005.00	24,094.69	22.3
<u>SEWER ADMINISTRATION</u>					
30-411-11 SALARY-TOWN CLERK	1,541.24	2,052.75	.00 (2,052.75)	.0
30-411-14 EMPLOYEE SALARIES-ADMIN	.00	.00	67,195.00	67,195.00	.0
30-411-15 ADMINISTRATION DEPT EMPLOYEES	3,318.23	30,235.72	.00 (30,235.72)	.0
30-411-20 EMPLOYEE BENEFITS	308.91	1,947.21	10,011.00	8,063.79	19.5
30-411-22 FICA & MEDICARE	342.75	2,408.84	5,141.00	2,732.16	46.9
30-411-23 457 RETIREMENT	186.85	1,338.94	3,500.00	2,161.06	38.3
30-411-25 UNEMPLOYMENT INSURANCE	2.94	38.90	202.00	163.10	19.3
30-411-26 WORKERS' COMPENSATION	.00	.00	175.00	175.00	.0
30-411-70 IT SUPPORT	.00	.00	250.00	250.00	.0
30-411-72 UTILITY SOFTWARE EXPENSE	324.66	324.66	2,920.00	2,595.34	11.1
TOTAL SEWER ADMINISTRATION	6,025.58	38,347.02	89,394.00	51,046.98	42.9
<u>PUBLIC WORKS ADMINISTRATION</u>					
30-430-11 SALARY-PW MAINTENANCE	1,799.67	9,500.12	.00 (9,500.12)	.0
30-430-12 SALARY-PW MAINTENANCE	.00	923.10	24,017.00	23,093.90	3.8
30-430-13 EMPL SALARY-PW P/T SEASONAL	.00	.00	7,332.00	7,332.00	.0
30-430-20 EMPLOYEE BENEFITS	345.56	2,073.36	4,767.00	2,693.64	43.5
30-430-22 FICA & MEDICARE	123.63	713.03	2,398.00	1,684.97	29.7
30-430-23 457 RETIREMENT	53.98	312.63	720.00	407.37	43.4
30-430-25 UNEMPLOYMENT	2.48	17.72	72.00	54.28	24.6
30-430-26 WORKERS' COMPENSATION	.00	141.81	750.00	608.19	18.9
TOTAL PUBLIC WORKS ADMINISTRATION	2,325.32	13,681.77	40,056.00	26,374.23	34.2

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WWTP</u>					
30-431-22 EQUIPMENT MAINTENANCE/REPAIRS	.00	.00	1,500.00	1,500.00	.0
30-431-45 UTILITIES-GAS	.00	.00	400.00	400.00	.0
30-431-48 TRASH	.00	.00	876.00	876.00	.0
30-431-51 WWTP ENGINEERING & CONTINGENCY	.00	.00	7,500.00	7,500.00	.0
30-431-59 ENGINEERING DESIGN	.00	8,125.00	15,000.00	6,875.00	54.2
30-431-62 FUEL	.00	675.34	800.00	124.66	84.4
30-431-74 CAPITAL OUTLAY WWTP	.00	.00	25,000.00	25,000.00	.0
30-431-75 VEHICLE REPAIRS	.00	64.12	5,000.00	4,935.88	1.3
TOTAL WWTP	.00	8,864.46	56,076.00	47,211.54	15.8
<u>OPERATIONS</u>					
30-432-00 LINE MAINTENANCE	.00	.00	5,000.00	5,000.00	.0
30-432-05 UTILITY LOCATE EXPENSE	.00	.00	300.00	300.00	.0
30-432-30 CONTRACT OPERATOR	400.00	1,520.00	6,000.00	4,480.00	25.3
30-432-39 COMPUTER SOFTWARE-GIS	.00	57.75	1,125.00	1,067.25	5.1
30-432-41 UTILITIES-ELECTRIC	124.48	7,945.10	28,000.00	20,054.90	28.4
30-432-42 TELEPHONE/INTERNET	5.41	323.82	500.00	176.18	64.8
30-432-45 UTILITIES --GAS	93.69	747.49	1,200.00	452.51	62.3
30-432-46 CELL PHONE	.00	.00	300.00	300.00	.0
30-432-48 TRASH	.00	400.00	1,200.00	800.00	33.3
30-432-50 PERMIT FEES	.00	1,708.00	3,500.00	1,792.00	48.8
30-432-51 ANALYTICAL/SAMPLING EXPENSE	.00	4,668.40	3,000.00	(1,668.40)	155.6
30-432-52 INSURANCE AND BONDS	.00	4,560.39	9,000.00	4,439.61	50.7
30-432-53 SEWER CLEANING/VIDEO	.00	.00	5,000.00	5,000.00	.0
30-432-54 INSTALLATION OF LINE EXPENSE	.00	.00	500.00	500.00	.0
30-432-55 GENERAL MAINT CENT LIFT ST	.00	.00	500.00	500.00	.0
30-432-56 GENERAL MAINTENANCE OF PLANT	3,876.04	12,135.11	2,000.00	(10,135.11)	606.8
30-432-57 GENERAL MAINT JOHNSON LT ST	27.96	254.16	500.00	245.84	50.8
30-432-59 ENGINEERING DESIGN	.00	.00	5,000.00	5,000.00	.0
30-432-60 TREATMENT OPERATIONS	.00	5,111.80	7,500.00	2,388.20	68.2
30-432-61 OFFICE SUPPLIES	.00	.00	800.00	800.00	.0
30-432-99 OTHER MISCELLANEOUS EXPENSE	.00	.00	1,000.00	1,000.00	.0
TOTAL OPERATIONS	4,527.58	39,432.02	81,925.00	42,492.98	48.1
<u>DEBT SERVICE</u>					
30-471-13 BOTW SINKING FUND PAYMENT	26,572.02	69,964.24	106,288.00	36,323.76	65.8
30-471-14 BOTW INTEREST PAYMENT	20,216.71	39,448.32	44,124.00	4,675.68	89.4
30-471-50 LOAN ISSUANCE COSTS	.00	.00	11,031.00	11,031.00	.0
TOTAL DEBT SERVICE	46,788.73	109,412.56	161,443.00	52,030.44	67.8
TOTAL FUND EXPENDITURES	59,991.85	216,648.14	459,899.00	243,250.86	47.1

TOWN OF WIGGINS
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2023

SEWER ENTERPRISE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	(23,622.51)	1,427.62	(39,749.00)	(41,176.62)	3.6

TOWN OF WIGGINS
BALANCE SHEET
JUNE 30, 2023

SALES TAX CAPITAL IMPROVEMENT

<u>ASSETS</u>			
40-10100	CASH IN COMBINED CASH FUND	833,692.04	
40-10250	COLOTRUST FUND	110.99	
40-10251	HIGH PLAINS 1% TAX FUND	15,216.18	
40-11500	ACCOUNTS RECEIVABLE	50,679.16	
	TOTAL ASSETS		899,698.37
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
40-20200	ACCOUNTS PAYABLE	(1,250.00)	
40-25320	FUND BALANCE	897,307.97	
	TOTAL LIABILITIES		896,057.97
<u>FUND EQUITY</u>			
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	(206,894.69)	
	BALANCE - CURRENT DATE	(206,894.69)	
	TOTAL FUND EQUITY		(206,894.69)
	TOTAL LIABILITIES AND EQUITY		689,163.28

TOWN OF WIGGINS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2023

SALES TAX CAPITAL IMPROVEMENT

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>REVENUES</u>					
40-31300 1% TOWN SALES TAX	.00	135,191.10	300,000.00	164,808.90	45.1
40-36100 INTEREST EARNED	.00	30.40	5.00	(25.40)	608.0
TOTAL FUND REVENUE	.00	135,221.50	300,005.00	164,783.50	45.1

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

SALES TAX CAPITAL IMPROVEMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL PROJECTS</u>					
40-430-00 CIP - SEWER REPLACE BNSF	15,187.63	308,121.41	.00	(308,121.41)	.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	702.50	.00	(702.50)	.0
40-430-16 CIP-TOWN HALL DIGITAL SIGN	339.28	33,292.28	50,000.00	16,707.72	66.6
40-430-17 CIP-TH/PW EXT IMP	.00	.00	10,000.00	10,000.00	.0
40-430-18 CIP-NON POT WATER MAIN	.00	.00	100,000.00	100,000.00	.0
40-430-19 CIP-CR P CROSSING SIGNAL	.00	.00	10,000.00	10,000.00	.0
TOTAL CAPITAL PROJECTS	<u>15,526.91</u>	<u>342,116.19</u>	<u>245,000.00</u>	<u>(97,116.19)</u>	<u>139.6</u>
TOTAL FUND EXPENDITURES	<u>15,526.91</u>	<u>342,116.19</u>	<u>245,000.00</u>	<u>(97,116.19)</u>	<u>139.6</u>
NET REVENUE OVER EXPENDITURES	<u>(15,526.91)</u>	<u>(206,894.69)</u>	<u>55,005.00</u>	<u>261,899.69</u>	<u>(376.1)</u>

TOWN OF WIGGINS
BALANCE SHEET
JUNE 30, 2023

SALES TAX STREETS

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

REVENUE OVER EXPENDITURES - YTD (280,863.26)

BALANCE - CURRENT DATE (280,863.26)

TOTAL FUND EQUITY (280,863.26)

TOTAL LIABILITIES AND EQUITY (280,863.26)

TOWN OF WIGGINS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2023

SALES TAX STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
45-31300 1% TOWN SALES TAX (2022)	.00	23,863.27	300,000.00	276,136.73	8.0
45-36100 INTEREST EARNED	.00	.00	5.00	5.00	.0
TOTAL FUND REVENUE	.00	23,863.27	300,005.00	276,141.73	8.0

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

SALES TAX STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL PROJECTS</u>					
45-430-10 CIP-MAIN STREET C&G 3RD TO 5TH	178,197.11	303,426.53	100,000.00	(203,426.53)	303.4
TOTAL CAPITAL PROJECTS	178,197.11	303,426.53	100,000.00	(203,426.53)	303.4
<u>DEPARTMENT 431</u>					
45-431-22 REPAIRS & MAINTENANCE-STREETS	.00	1,300.00	25,000.00	23,700.00	5.2
TOTAL DEPARTMENT 431	.00	1,300.00	25,000.00	23,700.00	5.2
TOTAL FUND EXPENDITURES	178,197.11	304,726.53	125,000.00	(179,726.53)	243.8
NET REVENUE OVER EXPENDITURES	(178,197.11)	(280,863.26)	175,005.00	455,868.26	(160.5)

TOWN OF WIGGINS
 BALANCE SHEET
 JUNE 30, 2023

CONSERVATION TRUST

ASSETS

50-10100	CASH IN COMBINED CASH FUND	25,388.58	
50-10250	COLOTRUST FUND	112.25	
50-10251	HIGH PLAINS CNSRVTN TRST FUND	14,244.79	
	TOTAL ASSETS		39,745.62

LIABILITIES AND EQUITY

LIABILITIES

50-25320	FUND BALANCE	39,734.35	
	TOTAL LIABILITIES		39,734.35

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	6,183.62	
	BALANCE - CURRENT DATE	6,183.62	
	TOTAL FUND EQUITY		6,183.62
	TOTAL LIABILITIES AND EQUITY		45,917.97

TOWN OF WIGGINS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2023

CONSERVATION TRUST

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>REVENUES</u>						
50-33501	CT - ST PROCEEDS (LOTTERY)	5,091.10	11,577.35	13,000.00	1,422.65	89.1
50-36100	INTEREST EARNED	.00	11.27	10.00	(1.27)	112.7
TOTAL FUND REVENUE		<u>5,091.10</u>	<u>11,588.62</u>	<u>13,010.00</u>	<u>1,421.38</u>	<u>89.1</u>

TOWN OF WIGGINS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2023

CONSERVATION TRUST

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPARTMENT 430</u>					
50-430-15 CAPITAL OUTLAY--K PARK ELEC	.00	5,405.00	10,000.00	4,595.00	54.1
TOTAL DEPARTMENT 430	.00	5,405.00	10,000.00	4,595.00	54.1
<u>PARK OPERATIONS</u>					
50-452-60 REPAIRS AND MAINTENANCE	.00	.00	2,500.00	2,500.00	.0
TOTAL PARK OPERATIONS	.00	.00	2,500.00	2,500.00	.0
TOTAL FUND EXPENDITURES	.00	5,405.00	12,500.00	7,095.00	43.2
NET REVENUE OVER EXPENDITURES	5,091.10	6,183.62	510.00	(5,673.62)	1212.5



STAFF SUMMARY
Board of Trustees Meeting

July 26, 2023

DATE: July 17, 2023

AGENDA ITEM NUMBER: 5

TOPIC: Presentation of the 2022 Year End Financial Audit

STAFF MEMBER RESPONSIBLE: Tom Acre, Town Manager

BACKGROUND:

Prospective Business Solutions, LLC (PBS) previously completed the 2020 and 2021 Audits and was retained by the Board of Trustees to complete the 2022 Audit for the Town. Prospective Business Solutions did the field work portion of the audit in April of this year and provided the draft to the Town in June.

SUMMARY:

Ms. Uli Keeley of Prospective Business Solutions will present her firms findings from the Audit performed on the 2022-year end financials for the Town of Wiggins. After the presentation, Lorraine Trotter with Professional Management Solutions, the Town's outside accounting consultant will present the financial statements information to the Board.

FISCAL IMPACT:

The presentation of the 2022 Audit will not impact the adopted 2023 budget as the 2022-year end audit is a budgeted item.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

Having an annual audit of the Town's finances supports the Town of Wiggins goals of being a good steward of financial resources and providing transparency in government.



STAFF SUMMARY

Board of Trustees Work Session July 26, 2023

DATE: July 23, 2023

AGEND ITEM NUMBER: 6

TOPIC: Consideration of Resolution No. 30-2023 – Roberts 81 Development Agreement

STAFF MEMBER RESPONSIBLE: Hope Becker, Planning & Zoning Administrator

BACKGROUND:

Roberts 81 entered into a Bulk Subdivision Agreement on January 18, 2018. Entering into a Development Agreements a requirement of the Bulk Subdivision Agreement and as part of the final plat review in the Wiggins Land Development Code. Although the bulk subdivision agreement does cover the scope of some public improvement construction and development, it was done so in a broad scope to cover the concept of general development within Roberts 81. The types of development for each tract and lot were unknown at the time of the annexation which was why a bulk subdivision agreement was created. However, the bulk subdivision agreement stipulates that the developer must enter into further agreements prior to the start of any development or issuance of any building, grading, or other permits to establish the improvement guarantee and any further provisions or requirements related to the specific development being constructed.

Roberts 81 has some water and sewer pipe stored on the premises for the purpose of constructing water and sewer utility lines within the subdivision. The Development Agreement will allow the owners to proceed with construction. The agreement also requires the Property Owner to provide an improvement guarantee in the amount of 125% of the construction costs that is typically held with a letter of credit. This improvement guarantee will be reduced to 25% of the construction costs once the Town provides conditional acceptance of the improvements specific to this agreement.

SUMMARY:

A Development Agreement focusing on the installation of water and sewer lines within Roberts 81 provides assurance the construction will be completed with proper permitting, inspections, testing, and other requirements or standards that govern the placement of such infrastructure. The

attached Development Agreement outlines the improvements to be made by Stubs Gas & Oil, Inc. within Roberts 81.

FISCAL IMPACT:

The Town of Wiggins' adopted budget will not be negatively impacted by the adoption of this resolution.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

The approval of this resolution will meet the Town's objective to continue to encourage development in a positive direction for Roberts 81.

OPTIONS AVAILABLE TO THE BOARD OF TRUSTEES:

- The Board of Trustees may approve the Resolution as presented by staff for their consideration.
- The Board of Trustees may approve the Resolution with conditions.
- The Board of Trustees may disapprove the Resolution and direct staff what steps should be taken next.

MOTION FOR APPROVAL:

I make the motion to approve Resolution No. 30-2023 - A Resolution Authorizing the Town Mayor to Sign the Development Agreement with Stubs Gas & Oil, Inc. for the Roberts 81 Subdivision.

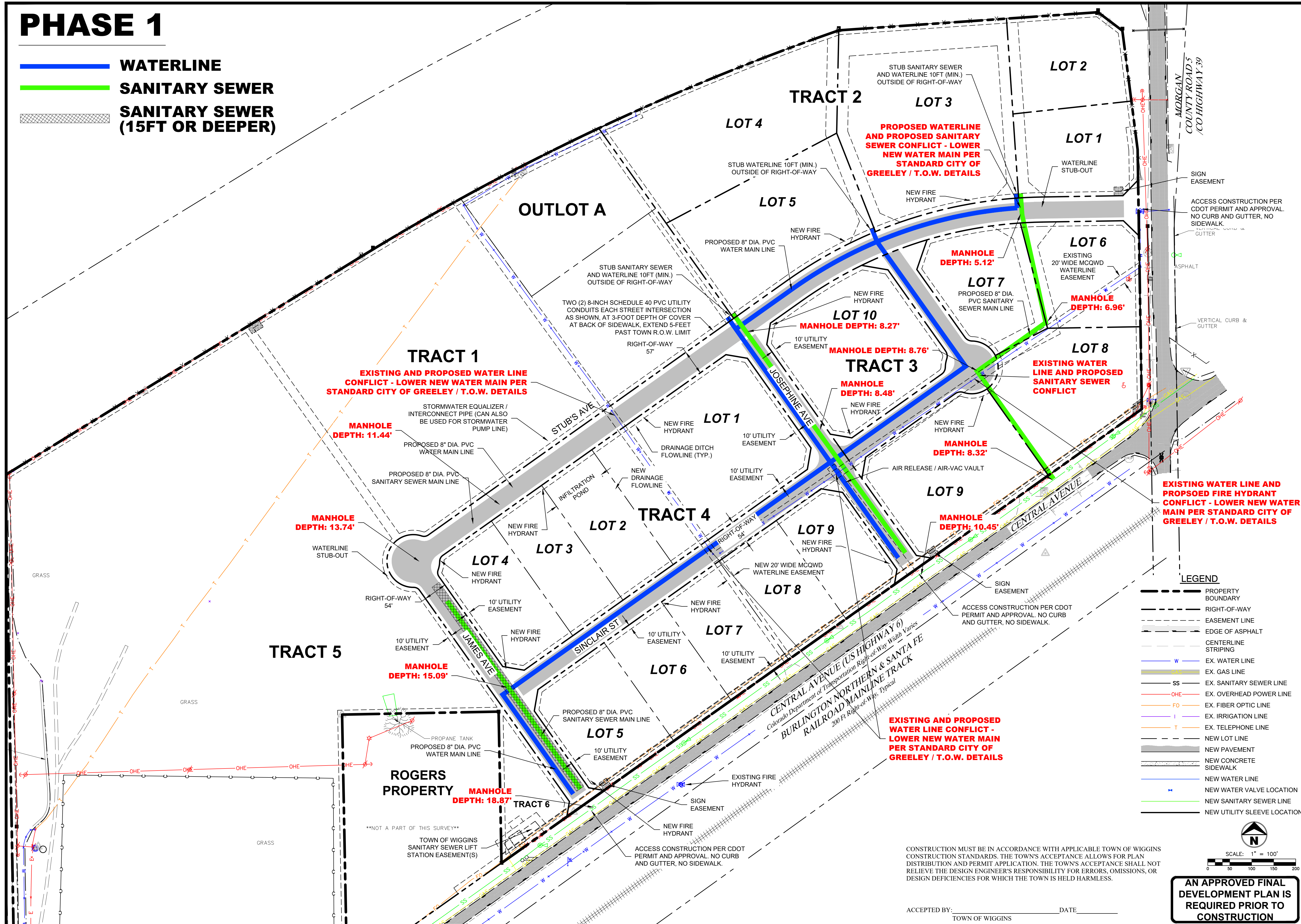
ACTION REQUIRED:

Motion, Second, Roll-Call, Vote.

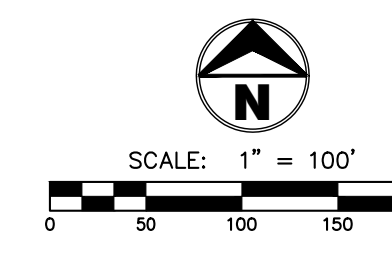
(Resolutions require affirmative votes from the majority of Trustees present.)

PHASE 1

- WATERLINE
- SANITARY SEWER
- SANITARY SEWER (15FT OR DEEPER)



- LEGEND**
- PROPERTY BOUNDARY
 - RIGHT-OF-WAY
 - EASEMENT LINE
 - EDGE OF ASPHALT
 - CENTERLINE STRIPING
 - EX. WATER LINE
 - EX. GAS LINE
 - EX. SANITARY SEWER LINE
 - EX. OVERHEAD POWER LINE
 - EX. FIBER OPTIC LINE
 - EX. IRRIGATION LINE
 - EX. TELEPHONE LINE
 - NEW LOT LINE
 - NEW PAVEMENT
 - NEW CONCRETE SIDEWALK
 - NEW WATER LINE
 - NEW WATER VALVE LOCATION
 - NEW SANITARY SEWER LINE
 - NEW UTILITY SLEEVE LOCATION



CONSTRUCTION MUST BE IN ACCORDANCE WITH APPLICABLE TOWN OF WIGGINS CONSTRUCTION STANDARDS. THE TOWN'S ACCEPTANCE ALLOWS FOR PLAN DISTRIBUTION AND PERMIT APPLICATION. THE TOWN'S ACCEPTANCE SHALL NOT RELIEVE THE DESIGN ENGINEER'S RESPONSIBILITY FOR ERRORS, OMISSIONS, OR DESIGN DEFICIENCIES FOR WHICH THE TOWN IS HELD HARMLESS.

ACCEPTED BY: _____ DATE: _____
TOWN OF WIGGINS

AN APPROVED FINAL DEVELOPMENT PLAN IS REQUIRED PRIOR TO CONSTRUCTION

TERRAMAX, INC.
CONSULTING ENGINEERING

4220 GOLF VISTA DRIVE
LOVELAND, COLORADO 80537
DANGHOLUX@TERRAMAX.US
(303) 929-3194

PUBLIC IMPROVEMENTS CONSTRUCTION DOCUMENTS

UTILITY PLAN

ROBERTS 81 PD SECOND REPLAT

TOWN OF WIGGINS, COLORADO

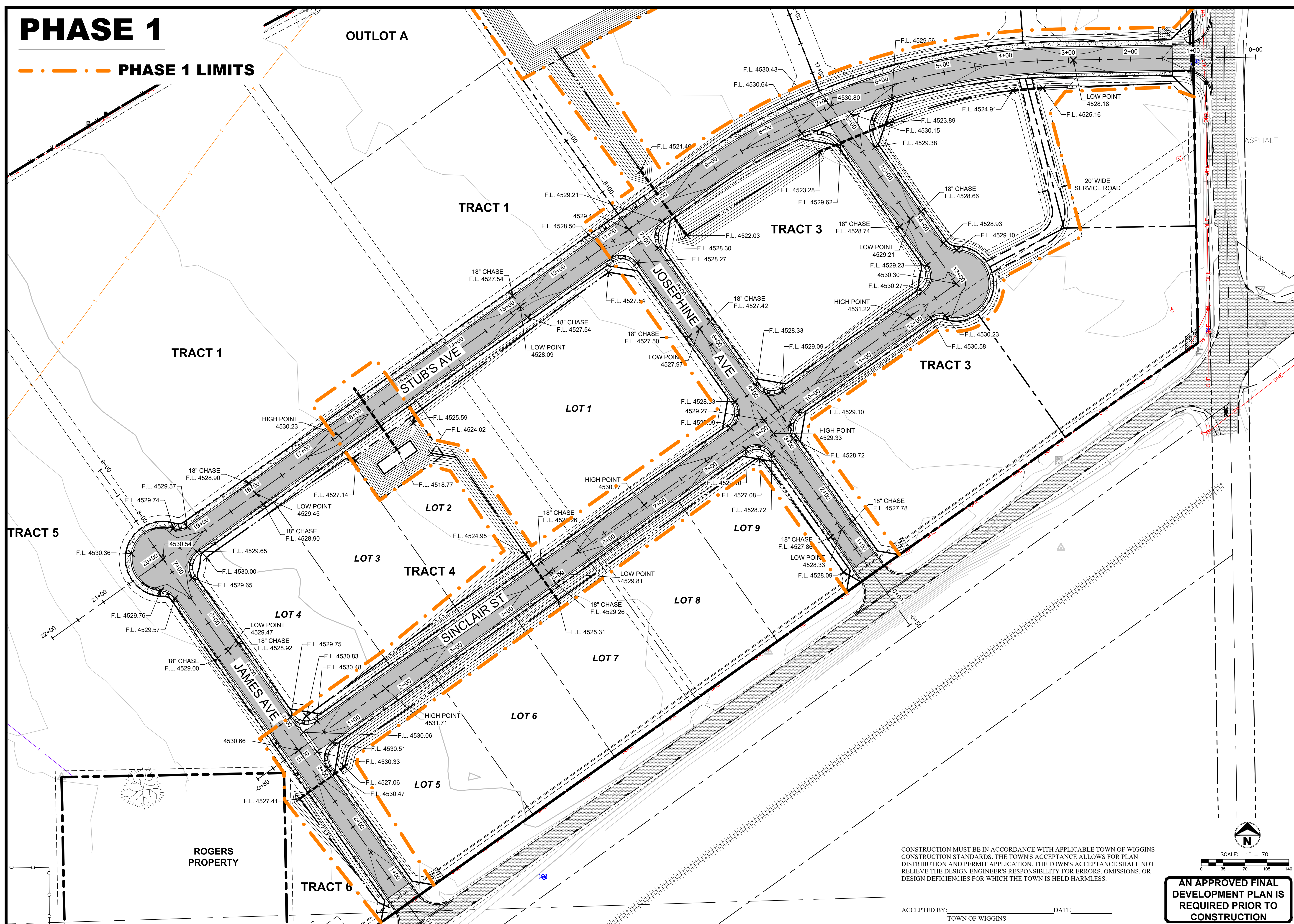
NO.	DATE	BY	CHKD	DESCRIPTION
1	14/APR/23	LLD	DPG	Revised Sanitary Sewer Plan at James and Sinclair Streets

Project No. 728
Date 07/SEP/22
By LD
Scale 1" = 100'
Sheet 1 of 24

Plot Date: 04/18/23 - 10:55am. Plotted by: mchd. Drawing Path: N:\TerraMax\Wiggins\County\Plan\81 PD\81 PD Utility Plan.dwg

PHASE 1

--- PHASE 1 LIMITS



TERRAMAX, INC.
 CONSULTING ENGINEERING
 4220 GOLF VISTA DRIVE
 LOVELAND, COLORADO 80537
 DANGHOLUX@TERRAMAX.US
 (303) 929-3194

**PUBLIC IMPROVEMENTS
 CONSTRUCTION DOCUMENTS**
GRADING PLAN

**ROBERTS 81 PD
 SECOND REPLAT
 TOWN OF WIGGINS, COLORADO**

REVISIONS	
NO.	DESCRIPTION
1	14/APR/23
2	07/SEP/22

Project No. 728
 Date 07/SEP/22
 By LD
 Scale 1" = 70'
 Sheet 2 of 24

CONSTRUCTION MUST BE IN ACCORDANCE WITH APPLICABLE TOWN OF WIGGINS CONSTRUCTION STANDARDS. THE TOWN'S ACCEPTANCE ALLOWS FOR PLAN DISTRIBUTION AND PERMIT APPLICATION. THE TOWN'S ACCEPTANCE SHALL NOT RELIEVE THE DESIGN ENGINEER'S RESPONSIBILITY FOR ERRORS, OMISSIONS, OR DESIGN DEFICIENCIES FOR WHICH THE TOWN IS HELD HARMLESS.

ACCEPTED BY: _____ DATE: _____
 TOWN OF WIGGINS

SCALE: 1" = 70'

AN APPROVED FINAL DEVELOPMENT PLAN IS REQUIRED PRIOR TO CONSTRUCTION

Plot Date: 04/18/23 10:54am. Plotted by: mchd. Drawing Path: N:\TERRAMAX\Morgan County\Plan Set\1st\2nd.dwg Drawing Name: Wiggins_P1 03 Grading Plan.dwg

**TOWN OF WIGGINS, COLORADO
RESOLUTION NO. 30-2023**

**A RESOLUTION AUTHORIZING THE TOWN MAYOR TO SIGN THE
DEVELOPMENT AGREEMENT WITH STUBS GAS & OIL, INC. FOR THE ROBERTS
81 SUBDIVISION**

WHEREAS, a development agreement has been proposed between the Town of Wiggins (“Town”) and Stubs Gas & Oil, Inc. (Owner) for the Roberts 81 Subdivision (“Property”); and

WHEREAS, the Board of Trustees previously approved a Final Plat and a Preliminary Planned Development for the Roberts 81 Subdivision; and

WHEREAS, a Development Agreement addressing completion of public improvements for the Subdivision was required as a condition of the Bulk Subdivision Agreement approved on January 18, 2018; and

WHEREAS, the Town and the Owner desires to enter into this Agreement to set forth the terms pursuant to which the Property Owner will construct a portion of the water and sewer public improvements required.

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

Section 1. The proposed Development Agreement for the Roberts 81 Subdivision for the purpose of constructing water and sewer infrastructure as described in the Development Agreement (Exhibit A), is hereby approved in essentially the same form as accompanying this resolution.

Section 2. The Mayor is authorized to execute the Agreement and is further authorized to negotiate and approve on behalf of the Town such revisions to the Agreement as the Mayor, in consultation with the Town Manager, determines are necessary or desirable for the protection of the Town, so long as the essential terms and conditions of the Development Agreement are not altered.

INTRODUCED, READ, AND ADOPTED THIS 26TH DAY OF JULY, 2023.

TOWN OF WIGGINS, COLORADO

Christopher Franzen, Mayor

ATTEST:

Tom Acre, Interim Town Clerk

EXHIBIT A
(Development Agreement)

DEVELOPMENT AGREEMENT
Roberts 81 Subdivision Phase 1 –
Water and Sanitary Sewer Utilities Improvements

THIS AGREEMENT is made and entered into this 26th day of July, 2023, by and between the **TOWN OF WIGGINS**, a Colorado municipal corporation whose address is 304 Central Avenue, Wiggins, Colorado 80654 (“Town”) and **STUB’S GAS & OIL, INC.**, a Colorado corporation, whose address is 16740 Highway 39, Wiggins, Colorado 80654 (“Owner”).

WHEREAS, Owner is the owner of the Roberts 81 Subdivision, which is legally described in Exhibit A, attached hereto and incorporated herein by reference, (the “Property”); and

WHEREAS, the Owner and Town entered into that certain Bulk Subdivision Agreement dated January 18, 2018 and recorded in the property records of Morgan County on February 16, 2018 at Reception No. 910367, which requires the Owner to enter into further agreement(s) with the Town relative to and guaranteeing the completion of infrastructure improvements required for the Property; and

WHEREAS, the Owner plans to construct water and wastewater utility improvements that will serve the Property; and

WHEREAS, the Town and the Owner desire to enter into this Agreement to set forth the terms pursuant to which the Property will construct the public improvements.

NOW, THEREFORE, in consideration of the foregoing, the parties hereto promise, covenant and agree as follows:

1. Owner Obligation. The Owner shall be responsible for performance of the covenants set forth herein.

2. Construction Deadline; Warranty; Acceptance of Public Improvements. (a) Owner shall at its sole expense construct and install, on or before _____, all improvements required by this Agreement, including water lines, and sanitary sewer collection lines, which public improvements are set forth in Exhibit B. All such public improvements shall be completed by such date and in full conformance with drawings, plans and specifications approved in writing by the Town, and in full conformity with the Town’s construction specifications, ordinances, rule and regulations applicable at the time of construction plan approval.

(b) No later than fourteen (14) days after the public improvements are completed, Owner shall request inspection by the Town. If Owner does not request this inspection within fourteen (14) days of completion of improvements, the Town may conduct the inspection without the approval of Owner. Owner shall provide “as-built” drawings, in both hard copy and electronic file format acceptable to the Town no later than forty-five (45) days after the public improvements are completed. If Owner has not completed the public improvements on or before the completion date set forth in subsection (a), the Town may exercise its rights to secure performance as provided in Section 6 of this Agreement. If public improvements completed by Owner are satisfactory, the Town shall grant conditional acceptance,” which shall be subject to “final acceptance” as set forth in subsection (d). If

the public improvements completed by Owner are unsatisfactory, the Town shall provide written notice to Owner of the repairs, replacements, construction or other work required to receive “conditional acceptance.” Owner shall complete all needed repairs, replacements, construction or other work within thirty (30) days of said notice, weather permitting. After Owner completes the repairs, replacements, construction, or other work required, Owner shall request the Town re-inspect the work to determine if conditional acceptance can be granted, and the Town shall provide written notice to Owner of the acceptability or unacceptability of such work prior to proceeding to complete any such work at Owner’s expense. If Owner does not complete the repairs, replacements, construction or other work required within thirty (30) days of said notice, the Town may exercise its rights to secure performance as provided in Section 6 of this Agreement. The Town reserves the right to schedule re-inspections, depending upon scope of deficiencies.

(c) For a two (2) year period from the date of “conditional acceptance” of the public improvements, Owner shall warrant all said improvements and, at its own expense, take all actions necessary to maintain said improvements and make all needed repairs or replacements which, in the reasonable opinion of the Town, shall become necessary. If within thirty (30) days after Owner’s receipt of written notice from the Town requesting such repairs or replacements, the Owner has not completed such repairs, the Town may exercise its rights to secure performance as provided in Section 6 of this Agreement.

(d) At least thirty (30) days before two (2) years has elapsed from the issuance of conditional acceptance, or as soon thereafter as weather permits, Owner shall request a “final acceptance” inspection. The Town shall inspect the improvements and shall notify the Owner in writing of all deficiencies and necessary repairs, if any. If there are no deficiencies, or after Owner has corrected all deficiencies and made all necessary repairs identified in said written notice, the Town shall issue to Owner a letter of “final acceptance.” If Owner does not correct all deficiencies and make repairs identified in said inspection to the Town’s satisfaction within thirty (30) days after receipt of said notice, weather permitting, the Town may exercise its rights to secure performance as is provided in Section 6 of this Agreement.

(e) No certificates of occupancy for the Property shall be issued until all improvements required by the Wiggins Land Development Code, including but not limited to streets, curbs, gutter, sidewalks, drainage improvements, water lines, sanitary sewer collection lines, storm sewer lines, and any other improvements constructed in relation to the Property have been completed and have been granted conditional acceptance.

3. Guarantee. (a) Concurrently with its execution of this Agreement, Owner shall submit to the Town an improvement guarantee (the “Guarantee”) to ensure completion of the public improvements set forth in Exhibit B.

(b) The term of the Guarantee shall be for a period of time sufficient to cover the completion of construction of the public improvements and shall not be released until conditional acceptance of the public improvements has been granted by the Town except as set forth in subsection (c), below. Said Guarantee may be in cash, certified check, or a letter of credit in form and substance as shown on Exhibit C attached hereto and incorporated herein by reference. Said Guarantee, if a letter of credit, shall not expire during the winter season (November 1 - March 1). Said Guarantee shall

include, but not be limited to, all public improvements.

(c) The total amount of the Guarantee shall be calculated as one hundred and twenty-five percent (125%) of the total estimated cost including labor and materials of all public improvements to be constructed as described on Exhibit B. At the time of conditional acceptance of all of the public improvements specified in this agreement, the Town shall reduce the amount of the required improvement guarantee to twenty-five percent (25%) of the certified statement of construction costs.

(d) At the time of final acceptance of the public improvements, the Town shall release the Guarantee provided no mechanics' liens have been filed with respect to the public improvements and the Owner is not otherwise in breach of this Agreement. If any mechanics' liens have been filed with respect to the public improvements, the Town may retain all or a portion of the Guarantee up to the amount of such liens. If Owner fails to have improvements finally accepted within two (2) years of the date of the issuance of conditional acceptance or any improvements are found not to conform to this Agreement, or to applicable Town standards and specifications, then Owner shall be in default of the Agreement and the Town may exercise its rights under Section 6 of this Agreement.

(e) In addition to any other remedies it may have, the Town may, at any time prior to final acceptance, draw on any Guarantee issued or provided pursuant to this Agreement if Owner fails to extend or replace any such Guarantee at least thirty (30) days prior to expiration of such Guarantee. If the Town draws on the Guarantee to correct deficiencies and complete improvements, any portion of said Guarantee not utilized in correcting the deficiencies and/or completing improvements shall be returned to Owner within thirty (30) days after said final acceptance. In the event that the Improvement Guarantee expires or the entity issuing the Guarantee becomes non-qualifying, or the cost of improvements and construction is reasonably determined by the Town to be greater than the amount of the Guarantee, then the Town shall furnish written notice to the Owner of the condition, along with supporting documentation, and within thirty (30) days of receipt of such notice the Owner shall provide the Town with a substituted qualifying improvement guarantee, or augment the deficient security as necessary to bring the security into compliance with the requirements of this Section 3. If such an improvement guarantee is not submitted or maintained, then Owner is in default of this Agreement and is subject to the provisions of Section 6 of this Agreement, as well as the suspension of development activities by the Town including, but not limited to, the issuance of building permits and certificates of occupancy; provided, however, that no additional 30-day notice to cure under Section 6 is required prior to the suspension of the issuance of building permits and certificates of occupancy.

4. Construction of Improvements.

(a) Rights-of-way, Easements and Permits. Before the Town may approve construction plans for the public improvements herein agreed upon, the Owner shall acquire at its own expense and convey to the Town, all necessary land, rights-of-way and easements required by the Town for the construction of the public improvements. All such conveyances shall be free and clear of liens, taxes and encumbrances and shall be by Special Warranty Deed in form and substance acceptable to the Town Attorney. All title documents shall be recorded by the Town at the Owner's

expense. The Owner shall also furnish, at its own expense, an ALTA title policy for all interest(s) so conveyed, subject to approval by the Town Attorney.

(b) Trash, Debris, Mud. Owner agrees that during construction of the public improvements, the Owner shall take any and all steps necessary to control trash, debris and wind or water erosion. If the Town determines that said trash, debris or wind or water erosion causes damage or injury or creates a nuisance, Owner agrees to abate said nuisance and/or to correct any damage or injury within five (5) working days after notification by Town. If Owner does not abate said nuisance or if an emergency situation exists, to be determined by the Town in its sole discretion, the Town may abate the nuisance and/or correct any damage or injury without notice to Owner at Owner's expense. Owner also agrees to take any and all steps necessary to prevent the transfer of mud or debris from the construction site onto public rights-of-way and to immediately remove such mud and debris from public rights-of-way after notification by the Town. If Owner does not abate such mud or debris, or if an emergency exists, Town may abate the same at Owner's expense.

(c) Limitation of Construction Hours. The operation of construction equipment shall be prohibited between the hours of 7:00 p.m. and 7:00 a.m. The Town Manager may, upon written application and for good cause, alter the hours of operation for a defined period of time.

(d) As-Built Drawings. The Owner shall provide the Town with certified Record Plan hard copies, and PDF scans, as well as AutoCAD .dwg or ESRI GIS electronic files upon completion of the construction of public improvements and other documents as required by the Town. These documents shall show "as-built" locations of such improvements.

5. Testing and Inspection. (a) Owner, at its own expense and prior to the permitting and installation of public infrastructure, shall provide a current letter or certificate from the manufacturer or a licensed expert that assures the infrastructure product continues to demonstrate structural compliance and durability. Owner shall employ, at its own expense, a licensed and registered testing company, previously approved by the Town in writing, to perform all testing of materials or construction that may be reasonably required by the Town, including but not limited to structural backfills, pipe bedding, trench backfills, subgrades, , and shall furnish copies of test results to the Town on a timely basis for Town review and approval prior to commencement or continuation of construction to which the testing is applicable. In addition, at all times during said construction the Town shall have access to inspect the materials and workmanship of said construction, determine the progress of the work, and determine compliance of the work with the approved plans and the Town's construction regulations, and all materials and work not conforming to such regulations, plans and specifications shall be repaired or removed and replaced at Owner's expense so as to conform to such regulations, plans and specifications. The Public Works Supervisor shall be present to inspect the pressure leakage testing of potable water lines conducted by the Owner, and the Owner shall employ, at the Owner's expense, a testing laboratory acceptable to the Town to conduct bacteriological tests of the potable water lines after the Owner has disinfected said lines according to the Town's construction regulations. The Owner shall be responsible for, and shall promptly pay upon receipt of invoice therefore, all actual costs incurred by the Town for engineering, planning, inspection, testing, and legal services related to the improvements to be constructed under this Agreement or to the administration of this Agreement.

(b) All work shown on the approved public improvement plans shall be subject to

inspection by the Public Works Supervisor or designee. Inspection by the Public Works Supervisor or designee shall not relieve the Owner from compliance with the approved plans and specifications or the Town's construction regulations. Inspection services requiring the presence of the Public Works Supervisor are provided Monday through Friday, except legal holidays, from 9:00 a.m. to 4:00 p.m. During the hours listed above, inspections shall be scheduled a minimum of forty-eight (48) hours in advance with the Public Works Supervisor. No requests for after-hours inspection services shall be made. If any requests are denied, the work shall not proceed after the time requested until an inspection has been performed during the hours listed above.

6. Breach of Agreement. In the event that the Owner should fail to timely comply with any of the terms, conditions, covenants and undertakings of the Agreement, and if such noncompliance is not cured and brought into compliance within fifteen (15) days of written notice of breach of the Owner by the Town, unless the Town in writing and in its sole discretion designates a longer cure period, then the Town may exercise any one or more of the following rights and remedies: (a) immediately upon the expiration of such cure period draw upon the Guarantee and complete or cause to be completed the public improvements at Owner's expense; (b) restrict or revoke the issuance of any building permits, certificates of occupancy or other approvals or permits; (c) if the Town so chooses, complete the required public improvements with funds other than the Guarantee, in which event Owner shall reimburse the Town within thirty (30) days after receipt of written demand and supporting documentation from the Town; or (d) pursue any other remedy at law or in equity which may be appropriate under municipal, state or federal law, including but not limited to an action for specific performance. All costs incurred by the Town, including, but not limited to, administrative costs, court costs and reasonable attorney fees, in pursuit of any remedies due to the breach by the Owner shall be the responsibility of the Owner. The Town may deduct these costs from the Guarantee. All of the foregoing rights and remedies of the Town shall be cumulative, and the Town may exercise any one or all of such rights and remedies without prejudice to any other right or remedy available to the Town.

7. Recording of Agreement. The Town shall record this Agreement at Owner's expense in the office of the Clerk and Recorder, County of Morgan, State of Colorado, and the Town shall retain the recorded Agreement.

8. Binding Effect of Agreement. This Agreement shall run with the Property and shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto.

9. Assignment, Delegation and Notice. Owner shall provide to the Town for approval written notice of any proposed transfer of the Property to any successor, as well as arrangements, if any, for assignment or delegation of the obligations hereunder. Owner and successor shall, until written Town approval of the proposed transfer of title and assignment or delegation of obligations, be jointly and severally liable for the obligations of Owner under this Agreement.

10. Modification and Waiver. No modification of the terms of this Agreement shall be valid unless in writing and executed with the same formality as this Agreement, and no waiver of the breach of the provisions of any section of this Agreement shall be construed as a waiver of any subsequent breach of the same section or any other sections which are contained herein.

11. Addresses for Notice. Any notice or communication required or permitted hereunder shall be given in writing and shall be personally delivered, or sent by United States mail, postage prepaid, registered or certified mail, return receipt requested, addressed to the parties at the addresses set forth above, or to such other address or the attention of such other person(s) as hereafter designated in writing by the applicable parties in conformance with this procedure. Notices shall be effective upon personal delivery or the date of deposit in the United States mail in compliance with this paragraph.

12. Title and Authority. Owner warrants to the Town that it is the record owner of the Property, and that he has full power and authority to enter into this Agreement.

13. Applicable Law; Venue; Severability. This Agreement is to be governed and construed according to the laws of the State of Colorado. Venue for any action related to this Agreement shall be in the district courts of Morgan County. In the event that upon request of Owner or any agent thereof, any provision of the Agreement is held to be violative of the municipal, state, or federal laws and hereby rendered unenforceable, the Town, in its sole discretion, may determine whether the remaining provisions will or will not remain in force.

14. Indemnity. Owner agrees to indemnify and hold harmless the Town and its officers, agents, and employees from and against all liability, claims, damages, losses, and expenses, including but not limited to, attorney fees arising out of, resulting from, or in any way connected with this Agreement or the right and obligations of the Owner hereunder.

15. Agreement Status After Completion. Upon completion of the public improvements and inspection approval thereof by the Town, and provided that no litigation or claim is pending relating to this Agreement, this Agreement shall no longer be in effect.

EXHIBIT A
(Legal Description)

PROPERTY DESCRIPTION:

A parcel of land being a portion of the East Half (E1/2) of Section Eleven (I 1), Township Three North (T.3N.), Range Sixty West (R.60W.) of the Sixth Principal Meridian (6th P.M.), County of Morgan, State of Colorado and being more particularly described as follows:

COMMENCING at the South Quarter corner of said Section 11 and assuming the West line of the E1/2 of said Section 11 as bearing North 01°01'47" West being a Grid Bearing of the Colorado State Plane Coordinate System, North Zone, North American Datum 1983/2011, a distance of 5265.93 feet with all other bearings contained herein relative thereto;

THENCE North 01°01'47" West along the West line of the E1/2 of said Section 11 a distance of 1783.89 feet to the intersection of the West line of the E1/2 of said Section 11 and the North Right of Way line of State Highway No. 6 and to the POINT OF BEGINNING;

THENCE North 01°01'47" West along the West line of the E1/2 of said Section II a distance of 1660.36 feet to the Southerly Right of Way line of Interstate No. 76 as conveyed to the Department of Highways, State of Colorado in a Special Warranty Deed (SWD) recorded November 24, 1958 in Book 608 Page 484 of the Records of Morgan County;

The following Five (5) courses are along the Southerly lines of said Interstate No. 76: THENCE North 58°27'12" East a distance of 948.15 feet (SWD=947.0 feet) to a Point of Curvature;

THENCE along the arc of a curve concave to the Southeast a distance of 1205.36 feet (SWD=1204.9 feet), said curve has a Radius of 5580.00 feet, a Delta of 12°22'36" and is subtended by a Chord bearing North 64°38'30" East a distance of 1203.02 feet to the end point of said curve;

THENCE North 86°00'30" East along a line non-tangent to the aforesaid curve a distance of 590.90 feet (SWD=590.9 feet);

THENCE South 52°49'30" East a distance of 69.50 feet (SWD=69.5 feet);

THENCE South 07°18'00" East a distance of 272.46 feet to a line parallel with and 50.00 feet Westerly of, as measured at a right angle to the East line of the Northeast Quarter of Section 11; THENCE South 00°56'06" East along said parallel line a distance of 590.38 feet to the Northerly line of that parcel of land described in a Warranty Deed recorded March 14, 1938 in Book 365, Page 150 of the Records of Morgan County, said line being the Northerly Right of Way line of State Highway No. 6;

THENCE South 54°39'10" West along said Northerly Right of way line a distance of 1574.31 feet to the South line of the Northeast Quarter of Section 11, and to the Northerly line of that parcel of land described in a Warranty Deed recorded March 14, 1938 in Book 365, Page 148 of the Records of Morgan County, and also to a point being 217.00 feet Northwesterly of, as measured at a right angle to the centerline of the existing main line of the BNSF Railway THENCE South 54°42'26" West along said Northerly Right of way line a distance of 210.62 feet to the Southeast corner of that parcel of land described in a Quit Claim Deed (QCD) recorded October 25, 2007 as Reception No. 845936 of the Morgan County Records;

The following Three (3) courses are along the East, North and West lines of said QCD at Reception No. 845936:

THENCE North 01°06'01" West a distance of 344.45 feet (QCD=344.19 feet);

THENCE South 88°54'45" West a distance of 356.00 feet (QCD=356.00 feet);
THENCE South 01'06'01" East a distance of 586.40 feet (QCD=586.06 feet) to the Northerly line of that parcel of land described in a Warranty Deed recorded March 14, 1938 in Book 365, Page 148 of the Records of Morgan County, said line being the Northerly Right of Way line of State Highway No. 6
THENCE South 54°42'26" West along said Northerly Right of Way line a distance of 915.31 feet to the West line of the E1/2 of said Section 11 and to the POINT OF BEGINNING.

Said described parcel of land contains 81.150 Acres, more or less (\pm), and is subject to any rights-of-way or other easements of record or as now existing on said described parcel of land.

EXHIBIT B

List of Public Improvements and Costs

COST ESTIMATE OF PUBLIC IMPROVEMENTS

Roberts 81 Development, Wiggins, Colorado

PHASE 1 - UTILITIES

Water & Sanitary Sewer



TERRAMAX, INC.
4220 GOLF VISTA DRIVE
LOVELAND, COLORADO 80537

7/19/2023

Item No.	Description	Engr's Est'd Quantity	Unit	Unit Cost	Total Cost
	Mobilization	1	LS	\$5,000	\$5,000
	Sanitary Sewer Main - 8-inch PVC	1,990	LF	\$70.00	\$139,300
	4' dia Sanitary Sewer Manhole	7	EA	\$5,500	\$38,500
	Water Main - 8-inch PVC	3,360	LF	\$28	\$94,080
	Gate Valves - RSG x 8-inch	14	EA	\$2,500	\$35,000
	Fire Hydrant Assemblys	8	EA	\$5,000	\$40,000
	Pipe bedding	1,200	CY	\$25	\$30,000
	Additional Items:				
TOTAL					\$381,880

EXHIBIT C

**IRREVOCABLE LETTER OF CREDIT
Standard Form**

[date of Letter of Credit - the date the credit is opened]

Town of Wiggins, CO
304 Central Avenue
Wiggins, CO 80654

Attn: Town Clerk:

We hereby issue our Irrevocable Letter of Credit Number in your favor for the account of _____, in an amount not to exceed _____ effective immediately and expiring at our counters on (except November 1 - March 1) or any extended expiration date as indicated below.

Funds under this Letter of Credit are available for payment by sight, by presentation of your sight draft(s) substantially in the form of Exhibit "1" accompanied by your written certificate substantially in the form of Exhibit "2".

Partial and multiple drawings are permitted.

This Letter of Credit will automatically be extended for a period of sixty (60) days from the present or any future expiration date unless we notify you in writing by certified mail thirty (30) days prior to any expiration date that we elect not to renew this Letter of Credit for any additional period.

We hereby engage with you that all drawings in conformity with terms and conditions of the Letter of Credit will be duly honored upon presentation to our counters on or before any expiration date as indicated above.

All bank charges, including any advising bank charges, are to be charged to (account party's name).

If a demand for payment by you hereunder does not, in any instance, conform to the terms and conditions of this Letter of Credit, the bank shall give the Town written notice, and send copy of this notice by FAX to the Town of Wiggins (Attn: Town Clerk), within three business days of presentment of any nonconforming draft that the purported negotiation was not effective in accordance with the terms and conditions of the Letter of Credit, stating with particularity the reasons therefore. The bank will hold all documents at the bank for the Town, or send them to the Town, at the Town's option. Any such nonconforming demand may be corrected and resubmitted within three (3) business days of receipt of the bank's mailed notice of nonconformity. A resubmittal will be deemed to have been presented to the bank on the date of the original demand for payment.

We are a current member of (FDIC) (FSLIC).

This credit is subject to the Uniform Customs and Practice for Documentary Credits, 1993 revision, ICC publication number 500.

This Irrevocable Letter of Credit sets forth in full the terms of our undertaking and such undertaking shall not in any way be modified, amended or amplified by reference to any document or instrument referred to herein or in which the Irrevocable Letter of Credit relates and any such reference shall not be deemed to incorporate herein by reference any document or instrument.

Sincerely,

(Bank)

EXHIBIT 1 TO LETTER OF CREDIT
DRAFT FOR PAYMENT DRAWN UNDER

IRREVOCABLE LETTER OF CREDIT NO. _____

DATE: _____, 20__.

PAY TO: The account of the Town of Wiggins, Colorado, Account
No. _____, at _____,
Colorado, THE SUM OF _____ DOLLARS
(\$ _____).

TOWN OF WIGGINS, COLORADO

By: _____
Town Clerk

EXHIBIT 2 TO LETTER OF CREDIT

To: _____

CERTIFICATE FOR PAYMENT

The undersigned, a duly appointed officer of the Town of Wiggins, Colorado (the "Town"), hereby certifies to _____ (the "Bank"), with reference to the Bank's Irrevocable Letter of Credit No. _____ (the "Letter of Credit"), issued by the Bank in favor of the Town, that:

- (1) The undersigned is the Town Clerk for the Town.
- (2) The Town is authorized to make a drawing under the Letter of Credit.
- (3) The amount which is due and payable from the Letter of Credit is \$_____, and the amount of the sight draft accompanying this certificate does not exceed such amount.

IN WITNESS WHEREOF, the undersigned has executed and delivered this certificate as of the _____ day of _____, 20__.

TOWN OF WIGGINS, COLORADO

By: _____
Town Clerk



STAFF SUMMARY

Board of Trustees Meeting July 26, 2023

DATE: July 21, 2023

AGENDA ITEM NUMBER: 7

TOPIC: Resolution Entering into an Intergovernmental Agreement Regarding CentralSquare Contract for Morgan County Communication Center

STAFF MEMBER RESPONSIBLE: Craig Miller, Chief of Police

BACKGROUND:

On June 8, 2023, the Morgan County 911 Authority Board voted to enter into a contract with CentralSquare to replace Computer Information System, Inc. (CIS) as the provider of computer-aided dispatch/records management systems (CAD/RMS) services for Morgan County law enforcement agencies. This was done due to the age and inefficiencies of the CIS systems.

SUMMARY:

The 911 Authority Board researched a few competitors, and after conferring with current CentralSquare customers, they were the most advantageous company to partner with in this endeavor. The Wiggins Police Department will benefit from participating in this contract by using CAD/RMS in everyday activities.

FISCAL IMPACT:

This resolution will have an impact on the 2023 budget. Our share of the costs will amount to \$2272.64 upon execution for the fiscal year 2023.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

This resolution supports the Town's objectives and goals to enhance community safety by continuing our partnership with County Law Enforcement and support services. The Police Department will be able to provide improved and more efficient services by using the new CAD/RMS software systems.

OPTIONS AVAILABLE TO THE BOARD OF TRUSTEES:

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

MOTION FOR APPROVAL:

I make the motion to adopt Resolution 31-2023 - A Resolution Entering into an Intergovernmental Agreement Regarding CentralSquare Contract for Morgan County Communication Center.

ACTION REQUESTED:

Motion, Second, Roll-Call Vote.

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

INTERGOVERNMENTAL AGREEMENT REGARDING CENTRALSQUARE CONTRACT
FOR MORGAN COUNTY COMMUNICATION CENTER

THIS INTERGOVERNMENTAL AGREEMENT (the “Agreement”) is made and entered into this _____ day of _____, 2023 (the “Effective Date”), between Morgan County, Colorado, a political subdivision of the State of Colorado (the “County) and the the Town of Wiggins, a Colorado municipal corporation (“Municipality”).

WHEREAS, the County established the Morgan County Communications Center (the “Center”), a County department, to receive emergency telephone charges and continues to operate the Center and the Municipality uses the Center, along with other emergency services agencies for cooperative emergency communications pursuant to C.R.S. § 29-11-100.2 *et seq.*;

WHEREAS, pursuant to Article 11 of Title 29, C.R.S., as amended, the Municipality and the County are authorized to enter into agreements to provide for emergency telephone service;

WHEREAS, Part 2 of Article 1 of Title 29, C.R.S., as amended, specifically C.R.S. §§ 29-1-203 and 204, encourage and authorize agreements of this nature;

WHEREAS, upon the recommendation of agencies which utilize the Center, the County has entered into an agreement with CentralSquare for certain services, as described in the agreement between the County and CentralSquare (“CentralSquare Contract”), attached as Exhibit A; and

WHEREAS, the County and Municipality enter into this Agreement to address payment of Municipality’s share of the costs of CentralSquare’s services.

NOW THEREFORE, in consideration of the mutual covenants hereinafter set forth, the value and sufficiency of which are hereby acknowledged, the Municipality and the County covenant and agree as follows:

1. Municipality shall pay its proportional share as described in Exhibit B to this Agreement:

Upon execution of this Agreement (50% of proportional share)	\$2,272.64
10 days after Go Live (remaining 50% of proportional share)	\$2,272.64

2. The proportional share above may increase if not all the agencies which use the Center executed an intergovernmental agreement with the County to share in the costs of the CentralSquare’s Contract. If an agency or agencies do not execute an intergovernmental agreement with the County, the County will send written notice of the increase in the proportional share to Municipality. Municipality will be responsible for paying the increase within fifteen (15) days of date of the County’s notice.

3. Municipality shall also pay its proportional share of the annual subscription fee for subsequent years that the CentralSquare Contract is in effect. Payment is due thirty (30) days from the date of the invoice from the County for the annual subscription fee.
4. If Municipality fails to make payments in accordance with this Agreement, the County may terminate Municipality's services under the CentralSquare Contract, upon ten (10) days written notice to Municipality. Municipality shall be responsible for any additional costs incurred by the County due to termination of Municipality's services under the CentralSquare Contract. Municipality further acknowledges that termination of services under the CentralSquare Contract may result in the Municipality's inability to receive services from the Center.
5. Assignment. This Agreement shall not be assigned by either party.
6. Governing Law and Venue. The laws of the State of Colorado shall govern this Agreement, and the exclusive venue for any legal proceeding arising out of this Agreement shall be Morgan County, Colorado.
7. Severability. If any provision of this Agreement is found by a court of competent jurisdiction to be unlawful or unenforceable for any reason, the remaining provisions hereof shall remain in full force and effect.
8. Governmental Immunity. Nothing herein shall be construed as a waiver of any protections or immunities the parties, each of them, or their employees, officials or attorneys may have under the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq., as amended.
9. Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of any party not performed during the current fiscal year is subject to annual appropriation, shall extend only to monies currently appropriated, and shall not constitute a mandatory charge, requirement or liability beyond the current fiscal year.

IN WITNESS WHEREOF, the Parties hereto have set their hands and seals as of the day and year first written above.

COUNTY OF MORGAN, COLORADO,
Acting through the BOARD OF COUNTY
COMMISSIONERS

Gordon H. Westhoff, Chair

Jon J. Becker, Commissioner

Mark A. Arndt, Commissioner

(SEAL)

ATTEST:

Kevin Strauch, County Clerk

TOWN OF WIGGINS

Christopher Franzen, Mayor

(SEAL)

ATTEST:

Tom Acre, Interim Town Clerk

Brush PD		Quantity	Unit Price	Discount	Total
Administration PS Pro Core (Agency Site License) Annual Subscription Fee	Brush PD	1	\$133.90	\$26.78	\$107.12
Mobile PS Pro NCIC Annual Subscription Fee	Brush PD	4	\$0.00	\$0.00	\$0.00
Mobile PS Pro Records Annual Subscription Fee	Brush PD	4	\$279.78	\$223.84	\$895.28
Personnel PS Pro Advanced (Agency Site License) Annual Subscription Fee	Brush PD	1	\$629.89	\$125.98	\$503.91
Personnel PS Pro Core (Agency Site License) Annual Subscription Fee	Brush PD	1	\$0.00	\$0.00	\$0.00
PS Pro Additional Agency CCIC/NCIC Interface Annual Subscription Fee	Brush PD	1	\$232.76	\$0.00	\$232.76
Records PS Pro Advanced (Agency Site License) Annual Subscription Fee	Brush PD	1	\$382.85	\$76.57	\$306.28
Records PS Pro Core (Agency Site License) Annual Subscription Fee	Brush PD	1	\$1,148.55	\$229.71	\$918.84
Records PS Pro Evidence.com Integration Annual Subscription Fee	Brush PD	1	\$3,000.00	\$0.00	\$3,000.00
Administration PS Pro Core Annual Subscription Fee	Brush PD	1/5th Share	\$942.40		\$188.48
Records PS Pro Core Annual Subscription Fee	Brush PD	1/5th Share	\$1,767.20		\$353.44
Records PS Pro eDiscovery Interface (Export) Annual Subscription Fee	Brush PD	1/5th Share	\$2,120.94		\$424.19
Total					\$6,930.30

Brush VFD/Brush Rural Fire Protection District

Field Ops Subscription (for VFD users) Annual Subscription Fee	Brush VFD	3	\$360.00	\$72.00	\$288.00
Total					\$288.00

Fort Morgan PD

Administration PS Pro Core (Agency Site License) Annual Subscription Fee	Fort Morgan PD	1	\$360.50	\$72.10	\$288.40
Mobile PS Pro NCIC Annual Subscription Fee	Fort Morgan PD	26	\$0.00		\$0.00
Mobile PS Pro Records Annual Subscription Fee	Fort Morgan PD	26	\$279.78	\$1,454.96	\$5,819.32
Personnel PS Pro Advanced (Agency Site License) Annual Subscription Fee	Fort Morgan PD	1	\$649.25	\$129.85	\$519.40
Personnel PS Pro Core (Agency Site License) Annual Subscription Fee	Fort Morgan PD	1	\$0.00		\$0.00
PS Pro Additional Agency CCIC/NCIC Interface Annual Subscription Fee	Fort Morgan PD	1	\$775.85		\$775.85
Records PS Pro Advanced (Agency Site License) Annual Subscription Fee	Fort Morgan PD	1	\$1,030.75	\$206.15	\$824.60
Records PS Pro Core (Agency Site License) Annual Subscription Fee	Fort Morgan PD	1	\$3,092.25	\$618.45	\$2,473.80
Records PS Pro WatchGuard Integration Subscription Annual Subscription Fee	Fort Morgan PD	1	\$3,000.00		\$3,000.00
Administration PS Pro Core Annual Subscription Fee	Fort Morgan PD	1/5th Share	\$942.40		\$188.48
Records PS Pro Core Annual Subscription Fee	Fort Morgan PD	1/5th Share	\$1,767.20		\$353.44
Records PS Pro eDiscovery Interface (Export) Annual Subscription Fee	Fort Morgan PD	1/5th Share	\$2,120.94		\$424.19
Records PS Pro digiTICKET Interface (Import) Annual Subscription Fee	Fort Morgan PD	1/3rd Share			\$1,178.30
Total					\$15,845.78

Fort Morgan VFD/Fort Morgan Rural Fire Protection District

Field Ops Subscription (for VFD users) Annual Subscription Fee	Fort Morgan VFD	3	\$360.00	\$72.00	\$288.00
Total					\$288.00

Hillrose Rural Fire Protection District

Field Ops Subscription (for VFD users) Annual Subscription Fee	Hillrose RFPD	3	\$360.00	\$72.00	\$288.00
Total					\$288.00

Log Lane Village PD

Administration PS Pro Core (Agency Site License) Annual Subscription Fee	Log Lane PD	1	\$41.20	\$8.24	\$32.96
Mobile PS Pro NCIC Annual Subscription Fee	Log Lane PD	3	\$0.00		\$0.00
Mobile PS Pro Records Annual Subscription Fee	Log Lane PD	3	\$279.78	\$167.88	\$671.46
Personnel PS Pro Advanced (Agency Site License) Annual Subscription Fee	Log Lane PD	1	\$621.97	\$124.39	\$497.58
Personnel PS Pro Core (Agency Site License) Annual Subscription Fee	Log Lane PD	1	\$0.00		\$0.00
PS Pro Additional Agency CCIC/NCIC Interface Annual Subscription Fee	Log Lane PD	1	\$232.76		\$232.76
Records PS Pro Advanced (Agency Site License) Annual Subscription Fee	Log Lane PD	1	\$117.80	\$23.56	\$94.24
Records PS Pro Core (Agency Site License) Annual Subscription Fee	Log Lane PD	1	\$353.40	\$70.68	\$282.72
Administration PS Pro Core Annual Subscription Fee	Log Lane PD	1/5th Share	\$942.40		\$188.48
Records PS Pro Core Annual Subscription Fee	Log Lane PD	1/5th Share	\$1,767.20		\$353.44
Records PS Pro eDiscovery Interface (Export) Annual Subscription Fee	Log Lane PD	1/5th Share	\$2,120.94		\$424.19
Records PS Pro digiTICKET Interface (Import) Annual Subscription Fee	Log Lane PD	1/3rd Share			\$1,178.30
Total					\$3,956.13

Morgan County Ambulance

CAD PS Pro ImageTrend Interface (Export) Annual Subscription Fee	MC Ambulance	1	\$2,208.75	\$441.75	\$1,767.00
CAD PS Pro PulsePoint API Interface (Export) Annual Subscription Fee	MC Ambulance	1	\$2,209.31	\$441.86	\$1,767.45
Total					\$3,534.45

Morgan County Communications

Administration PS Pro Core (Agency Site License) Annual Subscription Fee	MC Communications	1	\$185.40	\$37.08	\$148.32
CAD CLQ Location & Image Retrieval Sub Core (Agency Site License) Annual Subscription Fee	MC Communications	1	\$2,500.00	\$500.00	\$2,000.00
CAD CLQ Location & Image Retrieval Subscription Core Annual Subscription Fee	MC Communications	1	\$3,000.00	\$600.00	\$2,400.00
CAD Priority SMS Paging Subscription Core (Agency Site License) Annual Subscription Fee	MC Communications	1	\$2,500.00	\$500.00	\$2,000.00
CAD Priority SMS Paging Subscription Core Annual Subscription Fee	MC Communications	1	\$2,000.00	\$400.00	\$1,600.00
CAD PS Pro Advanced (Agency Site License) Annual Subscription Fee	MC Communications	1	\$2,760.95	\$552.19	\$2,208.76
CAD PS Pro Advanced (Backup Seat License) Annual Subscription Fee	MC Communications	2	\$0.00	\$0.00	\$0.00
CAD PS Pro Basic Paging (SMTP/Email) Interface Annual Subscription Fee	MC Communications	1	\$0.00	\$0.00	\$0.00
CAD PS Pro Core (Agency Site License) Annual Subscription Fee	MC Communications	1	\$8,282.80	\$1,656.56	\$6,626.24
CAD PS Pro Core (Backup Seat License) Annual Subscription Fee	MC Communications	2	\$0.00	\$0.00	\$0.00
CAD PS Pro Core Annual Subscription Fee	MC Communications	1	\$4,418.63	\$883.73	\$3,534.90
CAD PS Pro E911 (ANI/ALI) Interface Annual Subscription Fee	MC Communications	1	\$0.00	\$0.00	\$0.00
CAD PS Pro ImageTrend Interface (Export) Annual Subscription Fee	MC Communications	1	\$2,208.75	\$441.75	\$1,767.00
CAD PS Pro ProQA PlatinumCertified Interface (Import and Export) Annual Subscription Fee	MC Communications	1	\$4,417.50	\$883.50	\$3,534.00
CAD PS Pro Rip and Run (Fax/Email) Interface Annual Subscription Fee	MC Communications	1	\$0.00	\$0.00	\$0.00
Mapping PS Pro AVL (Agency Site License) for FullTime CAD Workstations Annual Subscription Fee	MC Communications	1	\$3,092.25	\$618.45	\$2,473.80
Mapping PS Pro AVL (Seat License) for Backup/Supervisor/PartTime Workstations Annual Subscription Fee	MC Communications	2	\$206.16	\$41.24	\$164.92
Mapping PS Pro AVL Playback (Agency Site License) for FullTime CAD Workstations Annual Subscription Fee	MC Communications	1	\$1,619.75	\$323.95	\$1,295.80
Mapping PS Pro Core (Agency Site License) for FullTime CAD Workstations Annual Subscription Fee	MC Communications	1	\$3,918.65	\$783.73	\$3,134.92
Mapping PS Pro Core (Seat License) for Backup/Supervisor/PartTime Workstations Annual Subscription Fee	MC Communications	2	\$470.24	\$0.00	\$470.24
Mapping PS Pro Core Annual Subscription Fee	MC Communications	1	\$3,134.90	\$626.98	\$2,507.92
Mapping PS Pro TAIP AVL Interface (Import) Annual Subscription Fee	MC Communications	1	\$3,681.25	\$736.25	\$2,945.00
Mobile PS Pro CAD Annual Subscription Fee	MC Communications	4	\$530.12	\$106.04	\$424.08
Mobile PS Pro CAD Annual Subscription Fee	MC Communications	26	\$3,445.78	\$689.26	\$2,756.52
Mobile PS Pro CAD Annual Subscription Fee	MC Communications	3	\$397.59	\$79.53	\$318.06
Mobile PS Pro CAD Annual Subscription Fee	MC Communications	20	\$2,650.60	\$530.20	\$2,120.40
Mobile PS Pro CAD Annual Subscription Fee	MC Communications	3	\$397.59	\$79.53	\$318.06
Mobile PS Pro CAD Annual Subscription Fee	MC Communications	5	\$662.65	\$132.55	\$530.10
Mobile PS Pro Core Annual Subscription Fee	MC Communications	1	\$1,472.50	\$294.50	\$1,178.00
Mobile PS Pro Mapping Annual Subscription Fee	MC Communications	4	\$856.12	\$0.00	\$856.12
Mobile PS Pro Mapping Annual Subscription Fee	MC Communications	3	\$642.09	\$0.00	\$642.09
Mobile PS Pro Mapping Annual Subscription Fee	MC Communications	20	\$4,280.60	\$0.00	\$4,280.60
Mobile PS Pro Mapping Annual Subscription Fee	MC Communications	3	\$642.09	\$0.00	\$642.09
Mobile PS Pro Mapping Annual Subscription Fee	MC Communications	5	\$1,070.15	\$0.00	\$1,070.15
Mobile PS Pro Mapping Annual Subscription Fee	MC Communications	26	\$5,564.78	\$0.00	\$5,564.78
Personnel PS Pro Advanced (Agency Site License) Annual Subscription Fee	MC Communications	1	\$634.29	\$126.86	\$507.43
Personnel PS Pro Core (Agency Site License) Annual Subscription Fee	MC Communications	1	\$0.00	\$0.00	\$0.00
PS Pro CCIC/NCIC Interface (Basic Queries) Annual Subscription Fee	MC Communications	1	\$4,267.18	\$0.00	\$4,267.18
PS Pro CCIC/NCIC Interface (Criminal History) Annual Subscription Fee	MC Communications	1	\$387.93	\$0.00	\$387.93
PS Pro CCIC/NCIC Interface (Warrants) Annual Subscription Fee	MC Communications	1	\$3,103.40	\$0.00	\$3,103.40
Total					\$67,778.81

Morgan County SO

Administration PS Pro Core (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$556.20	\$111.24	\$444.96
Civil PS Pro Advanced (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$190.62	\$38.12	\$152.50
Civil PS Pro Core (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$572.40	\$114.48	\$457.92
Civil PS Pro Core Annual Subscription Fee	Morgan County SO	1	\$1,472.50	\$294.50	\$1,178.00
Financial PS Pro Core (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$0.00	\$0.00	\$0.00
Financial PS Pro Core Annual Subscription Fee	Morgan County SO	1	\$0.00	\$0.00	\$0.00
Jail PS Pro Advanced (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$1,758.32	\$351.66	\$1,406.66
Jail PS Pro Commissary Interface (Export) Annual Subscription Fee	Morgan County SO	1	\$1,821.04	\$364.21	\$1,456.83
Jail PS Pro Core (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$5,273.72	\$1,054.74	\$4,218.98

Jail PS Pro Core Annual Subscription Fee	Morgan County SO	1	\$6,480.65	\$1,296.13	\$5,184.52
Jail PS Pro Inmate Phone Interface (Export) Annual Subscription Fee	Morgan County SO	1	\$1,821.04	\$364.21	\$1,456.83
Jail PS Pro LiveScan/AFIS Interface (Export) Annual Subscription Fee	Morgan County SO	1	\$2,345.96	\$469.19	\$1,876.77
Jail PS Pro Medical Records Interface (Export) Annual Subscription Fee	Morgan County SO	1	\$1,821.04	\$364.21	\$1,456.83
Jail PS Pro NDEx Adapter (IB IEPD) Annual Subscription Fee	Morgan County SO	1	\$0.00	\$0.00	\$0.00
Jail PS Pro VINE Interface (Export) Annual Subscription Fee	Morgan County SO	1	\$1,821.04	\$364.21	\$1,456.83
Mobile PS Pro Civil Annual Subscription Fee	Morgan County SO	20	\$0.00	\$0.00	\$0.00
Mobile PS Pro NCIC Annual Subscription Fee	Morgan County SO	20	\$0.00	\$0.00	\$0.00
Mobile PS Pro Records Annual Subscription Fee	Morgan County SO	20	\$279.78	\$1,119.20	\$4,476.40
Personnel PS Pro Advanced (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$665.97	\$133.19	\$532.78
Personnel PS Pro Core (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$0.00	\$0.00	\$0.00
PS Pro Additional Agency CCIC/NCIC Interface Annual Subscription Fee	Morgan County SO	1	\$775.85	\$0.00	\$775.85
Records PS Pro Advanced (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$706.80	\$141.36	\$565.44
Records PS Pro Core (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$2,120.40	\$424.08	\$1,696.32
CAD PS Pro Utility DEMS Interface (Export) Annual Subscription Fee	Morgan County SO	1/2 Share	\$1,767.45		\$1,767.45
Administration PS Pro Core Annual Subscription Fee	Morgan County SO	1/5th Share	\$942.40		\$188.48
Records PS Pro Core Annual Subscription Fee	Morgan County SO	1/5th Share	\$1,767.20		\$353.44
Records PS Pro eDiscovery Interface (Export) Annual Subscription Fee	Morgan County SO	1/5th Share	\$2,120.94		\$424.19
Records PS Pro digiTICKET Interface (Import) Annual Subscription Fee	Morgan County SO	1/3rd Share			\$1,178.30
Total					\$32,706.28

Servers

PS Pro Esri Server License Annual Subscription Fee			\$1,788.00		\$1,788.00
PS Pro Production GIS Virtual Server Annual Subscription Fee			\$0.00		\$0.00
PS Pro Production NCIC Virtual Server Annual Subscription Fee			\$0.00		\$0.00
Total					\$1,788.00

Shared Core Licenses **Divided up amongst agencies using Core License**

Wiggins Rural FPD

Field Ops Subscription (for VFD users) Annual Subscription Fee	Fort Morgan VFD	3	\$360.00	\$72.00	\$288.00
Total					\$288.00

Wiggins PD

Administration PS Pro Core (Agency Site License) Annual Subscription Fee	Wiggins PD	1	\$41.20	\$8.24	\$32.96
Mobile PS Pro NCIC Annual Subscription Fee	Wiggins PD	3	\$0.00	\$0.00	\$0.00
Mobile PS Pro Records Annual Subscription Fee	Wiggins PD	3	\$279.78	\$167.88	\$671.46
Personnel PS Pro Advanced (Agency Site License) Annual Subscription Fee	Wiggins PD	1	\$621.97	\$124.39	\$497.58
Personnel PS Pro Core (Agency Site License) Annual Subscription Fee	Wiggins PD	1	\$0.00	\$0.00	\$0.00
PS Pro Additional Agency CCIC/NCIC Interface Annual Subscription Fee	Wiggins PD	1	\$232.76	\$0.00	\$232.76
Records PS Pro Advanced (Agency Site License) Annual Subscription Fee	Wiggins PD	1	\$117.80	\$23.56	\$94.24
Records PS Pro Core (Agency Site License) Annual Subscription Fee	Wiggins PD	1	\$353.40	\$70.68	\$282.72
CAD PS Pro Utility DEMS Interface (Export) Annual Subscription Fee	Wiggins PD	1/2 Share	\$1,767.45		\$1,767.45
Administration PS Pro Core Annual Subscription Fee	Wiggins PD	1/5th Share	\$942.40		\$188.48
Records PS Pro Core Annual Subscription Fee	Wiggins PD	1/5th Share	\$1,767.20		\$353.44
Records PS Pro eDiscovery Interface (Export) Annual Subscription Fee	Wiggins PD	1/5th Share	\$2,120.94		\$424.19
Total					\$4,545.28

\$138,237.03

Services

Public Safety Project Management Services - Fixed Fee					\$58,305.00
Public Safety Consulting Services - Fixed Fee					\$7,800.00
Public Safety Training Services - Fixed Fee					\$34,125.00
Public Safety GIS/Analytics Services - Fixed Fee					\$49,140.00
Public Safety Technical Services - Fixed Fee					\$30,810.00
Public Safety Travel & Living Expenses Estimate					\$18,400.00
Subtotal					\$198,580.00
Services Discount					\$18,018.00
Total					\$180,562.00

Servers

PS Pro Production Server Annual Subscription Fee	\$7,288.00	\$7,288.00
PS Pro Training/Testing Server Annual Subscription Fee	\$5,312.16	\$5,312.16
Total		\$12,600.16

Quote Summary

Software Subtotal	\$164,966.23
Services Subtotal	\$198,580.00
Hardware Subtotal	\$12,600.16
Quote Subtotal	\$376,146.39
Discount	\$44,747.21
Quote Total	\$331,399.18

First Year Subscription Total **\$150,837.18**

	TOTAL SERVICES DUE AT SIGNING	\$ 180,562.00	100%	TOTAL COSTS	
COMMUNICATIONS		\$ 108,337.20	60%	\$ 67,778.81	
		\$ 72,224.80			
Brush PD		\$ 7,413.40		\$6,930.30	10%
Fort Morgan PD		\$ 16,950.36		\$15,845.78	23%
Log Lane PD		\$ 4,231.91		\$3,956.13	6%
MCAS		\$ 3,780.83		\$3,534.45	5%
MCSO		\$ 34,986.18		\$32,706.28	48%
Wiggins PD		\$ 4,862.12		\$4,545.28	7%
	TOTAL	\$ 72,224.80		\$67,518.22	100%

The Total Services was divided by the agencies total amount paid percentage. COMM pays 60% in this equation. Each agency after is calculated to pay their percentage based off of the percentage that they are paying for the total amount of the project to make each agencies cost appropriate to their total amount paid.

	TOTAL SERVERS ANNUALLY	\$ 12,600.16	100%	TOTAL COSTS	
COMMUNICATIONS		\$ 7,560.10	60%	\$ 67,778.81	
		\$ 5,040.06			
Brush PD		\$ 517.33		\$6,930.30	10%
Fort Morgan PD		\$ 1,182.85		\$15,845.78	23%
Log Lane PD		\$ 295.32		\$3,956.13	6%
MCAS		\$ 263.84		\$3,534.45	5%
MCSO		\$ 2,441.44		\$32,706.28	48%
Wiggins PD		\$ 339.29		\$4,545.28	7%
	TOTAL	\$ 5,040.06		\$67,518.22	100%

The Total Servers amount was divided by the agencies total amount paid percentage. COMM pays 60% in this equation. Each agency after is calculated to pay their percentage based off of the percentage that they are paying for the total amount of the project to make each agencies cost appropriate to their total amount paid.

	TOTAL SERVERS ANNUALLY LINE 139 UPDTE 7.22.2023 DM	\$ 1,788.00	100%	TOTAL COSTS	
COMMUNICATIONS		\$ 1,072.80	60%	\$ 67,778.81	

	\$	715.20		
Brush PD	\$	73.41	\$6,930.30	10%
Fort Morgan PD	\$	167.85	\$15,845.78	23%
Log Lane PD	\$	41.91	\$3,956.13	6%
MCAS	\$	37.44	\$3,534.45	5%
MCSO	\$	346.45	\$32,706.28	48%
Wiggins PD	\$	48.15	\$4,545.28	7%
TOTAL	\$	715.20	\$67,518.22	100%

50% Due at contract signing - Services
 30% Due at BPR - 60-90 Days after contract signing - Services
 20% Due at GO LIVE in addition to the yearly subscription fee - NOV 1st, 2024
 Year 2 Subscriptions - NOV 1, 2025
 Year 3 Subscriptions - NOV 1, 2026
 Year 4 Subscriptions - NOV 1, 2027
 Year 5 Subscriptions - NOV 1, 2028
 Annual subscription fee not to exceed 5%

Brush PD ANNUAL

		Quantity	Unit Price	Discount	Total
Administration PS Pro Core (Agency Site License) Annual Subscription Fee	Brush PD	1	\$133.90	\$26.78	\$107.12
Mobile PS Pro NCIC Annual Subscription Fee	Brush PD	4	\$0.00	\$0.00	\$0.00
Mobile PS Pro Records Annual Subscription Fee	Brush PD	4	\$279.78	\$223.84	\$895.28
Personnel PS Pro Advanced (Agency Site License) Annual Subscription Fee	Brush PD	1	\$629.89	\$125.98	\$503.91
Personnel PS Pro Core (Agency Site License) Annual Subscription Fee	Brush PD	1	\$0.00	\$0.00	\$0.00
PS Pro Additional Agency CCIC/NCIC Interface Annual Subscription Fee	Brush PD	1	\$232.76	\$0.00	\$232.76
Records PS Pro Advanced (Agency Site License) Annual Subscription Fee	Brush PD	1	\$382.85	\$76.57	\$306.28
Records PS Pro Core (Agency Site License) Annual Subscription Fee	Brush PD	1	\$1,148.55	\$229.71	\$918.84
Records PS Pro Evidence.com Integration Annual Subscription Fee	Brush PD	1	\$3,000.00	\$0.00	\$3,000.00
Administration PS Pro Core Annual Subscription Fee	Brush PD	1/5th Share	\$942.40		\$188.48
Records PS Pro Core Annual Subscription Fee	Brush PD	1/5th Share	\$1,767.20		\$353.44
Records PS Pro eDiscovery Interface (Export) Annual Subscription Fee	Brush PD	1/5th Share	\$2,120.94		\$424.19
SERVERS SHARED COST					\$517.33
SERVERS SHARED COST (Line 139)					\$73.41
Total ANNUAL FEE					\$7,521.04

TOTAL SERVICES	\$ 7,413.40
Due at contract signing 50% of Services Amount	\$ 3,706.70
30% Due at BPR - 60-90 Days after contract signing - Services	\$ 2,224.02
20% Due at GO LIVE in addition to the yearly subscription fee - NOV 1st, 2024	\$ 9,003.72
2nd Year after go live	\$7,521.04
3rd year after go live	\$7,521.04
4 the year after go live	\$7,521.04
final year of contract	\$7,521.04

Brush VFD/Brush Rural Fire Protection District

Field Ops Subscription (for VFD users) Annual Subscription Fee	Brush VFD	3	\$360.00	\$72.00	\$288.00
Total ANNUAL FEE					\$288.00

Fort Morgan PD

Administration PS Pro Core (Agency Site License) Annual Subscription Fee	Fort Morgan PD	1	\$360.50	\$72.10	\$288.40
Mobile PS Pro NCIC Annual Subscription Fee	Fort Morgan PD	26	\$0.00		\$0.00
Mobile PS Pro Records Annual Subscription Fee	Fort Morgan PD	26	\$279.78	\$1,454.96	\$5,819.32
Personnel PS Pro Advanced (Agency Site License) Annual Subscription Fee	Fort Morgan PD	1	\$649.25	\$129.85	\$519.40
Personnel PS Pro Core (Agency Site License) Annual Subscription Fee	Fort Morgan PD	1	\$0.00		\$0.00
PS Pro Additional Agency CCIC/NCIC Interface Annual Subscription Fee	Fort Morgan PD	1	\$775.85		\$775.85
Records PS Pro Advanced (Agency Site License) Annual Subscription Fee	Fort Morgan PD	1	\$1,030.75	\$206.15	\$824.60
Records PS Pro Core (Agency Site License) Annual Subscription Fee	Fort Morgan PD	1	\$3,092.25	\$618.45	\$2,473.80
Records PS Pro WatchGuard Integration Subscription Annual Subscription Fee	Fort Morgan PD	1	\$3,000.00		\$3,000.00
Administration PS Pro Core Annual Subscription Fee	Fort Morgan PD	1/5th Share	\$942.40		\$188.48
Records PS Pro Core Annual Subscription Fee	Fort Morgan PD	1/5th Share	\$1,767.20		\$353.44
Records PS Pro eDiscovery Interface (Export) Annual Subscription Fee	Fort Morgan PD	1/5th Share	\$2,120.94		\$424.19
Records PS Pro digiTICKET Interface (Import) Annual Subscription Fee	Fort Morgan PD	1/3rd Share			\$1,178.30
SERVERS SHARED					\$1,182.85
SERVERS SHARED COST (Line 139)					\$167.85
Total ANNUAL FEE					\$17,196.48

TOTAL SERVICES	\$	16,950.36
Due at contract signing 50% of Services Amount	\$	8,475.18
30% Due at BPR - 60-90 Days after contract signing - Services	\$	5,085.11
20% Due at GO LIVE in addition to the yearly subscription fee - NOV 1st, 2024	\$	20,586.55
2nd Year after go live		\$17,196.48
3rd year after go live		\$17,196.48
4 the year after go live		\$17,196.48
final year of contract		\$17,196.48

Fort Morgan VFD/Fort Morgan Rural Fire Protection District

Field Ops Subscription (for VFD users) Annual Subscription Fee	Fort Morgan VFD	3	\$360.00	\$72.00	\$288.00
Total ANNUAL FEE					\$288.00

Hillrose Rural Fire Protection District

Field Ops Subscription (for VFD users) Annual Subscription Fee	Hillrose RFPD	3	\$360.00	\$72.00	\$288.00
Total ANNUAL FEE					\$288.00

Log Lane Village PD

Administration PS Pro Core (Agency Site License) Annual Subscription Fee	Log Lane PD	1	\$41.20	\$8.24	\$32.96
Mobile PS Pro NCIC Annual Subscription Fee	Log Lane PD	3	\$0.00		\$0.00
Mobile PS Pro Records Annual Subscription Fee	Log Lane PD	3	\$279.78	\$167.88	\$671.46
Personnel PS Pro Advanced (Agency Site License) Annual Subscription Fee	Log Lane PD	1	\$621.97	\$124.39	\$497.58
Personnel PS Pro Core (Agency Site License) Annual Subscription Fee	Log Lane PD	1	\$0.00		\$0.00
PS Pro Additional Agency CCIC/NCIC Interface Annual Subscription Fee	Log Lane PD	1	\$232.76		\$232.76
Records PS Pro Advanced (Agency Site License) Annual Subscription Fee	Log Lane PD	1	\$117.80	\$23.56	\$94.24
Records PS Pro Core (Agency Site License) Annual Subscription Fee	Log Lane PD	1	\$353.40	\$70.68	\$282.72
Administration PS Pro Core Annual Subscription Fee	Log Lane PD	1/5th Share	\$942.40		\$188.48
Records PS Pro Core Annual Subscription Fee	Log Lane PD	1/5th Share	\$1,767.20		\$353.44
Records PS Pro eDiscovery Interface (Export) Annual Subscription Fee	Log Lane PD	1/5th Share	\$2,120.94		\$424.19
Records PS Pro digiTICKET Interface (Import) Annual Subscription Fee	Log Lane PD	1/3rd Share			\$1,178.30
SERVERS SHARED					\$295.32
SERVERS SHARED COST (Line 139)					\$41.91
Total ANNUAL FEE					\$4,293.36

TOTAL SERVICES	\$	4,231.91
Due at contract signing 50% of Services Amount	\$	2,115.96
30% Due at BPR - 60-90 Days after contract signing - Services	\$	1,269.57
20% Due at GO LIVE in addition to the yearly subscription fee - NOV 1st, 2024	\$	5,139.74
2nd Year after go live	\$4,293.36	
3rd year after go live	\$4,293.36	
4 the year after go live	\$4,293.36	
final year of contract	\$4,293.36	

Morgan County Ambulance

CAD PS Pro ImageTrend Interface (Export) Annual Subscription Fee	MC Ambulance	1	\$2,208.75	\$441.75	\$1,767.00
CAD PS Pro PulsePoint API Interface (Export) Annual Subscription Fee	MC Ambulance	1	\$2,209.31	\$441.86	\$1,767.45
SERVERS SHARED					\$263.84
SERVERS SHARED COST (Line 139)					\$37.44
Total ANNUAL FEE					\$3,835.73

TOTAL SERVICES	\$	3,780.83
Due at contract signing 50% of Services Amount	\$	1,890.42
30% Due at BPR - 60-90 Days after contract signing - Services	\$	1,134.25
20% Due at GO LIVE in addition to the yearly subscription fee - NOV 1st, 2024	\$	4,591.90
2nd Year after go live		\$3,835.73
3rd year after go live		\$3,835.73
4 the year after go live		\$3,835.73
final year of contract		\$3,835.73

Morgan County Communications

Administration PS Pro Core (Agency Site License) Annual Subscription Fee	MC Communications	1	\$185.40	\$37.08	\$148.32
CAD CLQ Location & Image Retrieval Sub Core (Agency Site License) Annual Subscription Fee	MC Communications	1	\$2,500.00	\$500.00	\$2,000.00
CAD CLQ Location & Image Retrieval Subscription Core Annual Subscription Fee	MC Communications	1	\$3,000.00	\$600.00	\$2,400.00
CAD Priority SMS Paging Subscription Core (Agency Site License) Annual Subscription Fee	MC Communications	1	\$2,500.00	\$500.00	\$2,000.00
CAD Priority SMS Paging Subscription Core Annual Subscription Fee	MC Communications	1	\$2,000.00	\$400.00	\$1,600.00
CAD PS Pro Advanced (Agency Site License) Annual Subscription Fee	MC Communications	1	\$2,760.95	\$552.19	\$2,208.76
CAD PS Pro Advanced (Backup Seat License) Annual Subscription Fee	MC Communications	2	\$0.00	\$0.00	\$0.00
CAD PS Pro Basic Paging (SMTP/Email) Interface Annual Subscription Fee	MC Communications	1	\$0.00	\$0.00	\$0.00
CAD PS Pro Core (Agency Site License) Annual Subscription Fee	MC Communications	1	\$8,282.80	\$1,656.56	\$6,626.24
CAD PS Pro Core (Backup Seat License) Annual Subscription Fee	MC Communications	2	\$0.00	\$0.00	\$0.00
CAD PS Pro Core Annual Subscription Fee	MC Communications	1	\$4,418.63	\$883.73	\$3,534.90
CAD PS Pro E911 (ANI/ALI) Interface Annual Subscription Fee	MC Communications	1	\$0.00	\$0.00	\$0.00
CAD PS Pro ImageTrend Interface (Export) Annual Subscription Fee	MC Communications	1	\$2,208.75	\$441.75	\$1,767.00
CAD PS Pro ProQA PlatinumCertified Interface (Import and Export) Annual Subscription Fee	MC Communications	1	\$4,417.50	\$883.50	\$3,534.00
CAD PS Pro Rip and Run (Fax/Email) Interface Annual Subscription Fee	MC Communications	1	\$0.00	\$0.00	\$0.00
Mapping PS Pro AVL (Agency Site License) for FullTime CAD Workstations Annual Subscription Fee	MC Communications	1	\$3,092.25	\$618.45	\$2,473.80
Mapping PS Pro AVL (Seat License) for Backup/Supervisor/PartTime Workstations Annual Subscription Fee	MC Communications	2	\$206.16	\$41.24	\$164.92
Mapping PS Pro AVL Playback (Agency Site License) for FullTime CAD Workstations Annual Subscription Fee	MC Communications	1	\$1,619.75	\$323.95	\$1,295.80
Mapping PS Pro Core (Agency Site License) for FullTime CAD Workstations Annual Subscription Fee	MC Communications	1	\$3,918.65	\$783.73	\$3,134.92
Mapping PS Pro Core (Seat License) for Backup/Supervisor/PartTime Workstations Annual Subscription Fee	MC Communications	2	\$470.24	\$0.00	\$470.24
Mapping PS Pro Core Annual Subscription Fee	MC Communications	1	\$3,134.90	\$626.98	\$2,507.92
Mapping PS Pro TAIP AVL Interface (Import) Annual Subscription Fee	MC Communications	1	\$3,681.25	\$736.25	\$2,945.00
Mobile PS Pro CAD Annual Subscription Fee	MC Communications	4	\$530.12	\$106.04	\$424.08
Mobile PS Pro CAD Annual Subscription Fee	MC Communications	26	\$3,445.78	\$689.26	\$2,756.52
Mobile PS Pro CAD Annual Subscription Fee	MC Communications	3	\$397.59	\$79.53	\$318.06
Mobile PS Pro CAD Annual Subscription Fee	MC Communications	20	\$2,650.60	\$530.20	\$2,120.40
Mobile PS Pro CAD Annual Subscription Fee	MC Communications	3	\$397.59	\$79.53	\$318.06
Mobile PS Pro CAD Annual Subscription Fee	MC Communications	5	\$662.65	\$132.55	\$530.10
Mobile PS Pro Core Annual Subscription Fee	MC Communications	1	\$1,472.50	\$294.50	\$1,178.00
Mobile PS Pro Mapping Annual Subscription Fee	MC Communications	4	\$856.12	\$0.00	\$856.12
Mobile PS Pro Mapping Annual Subscription Fee	MC Communications	3	\$642.09	\$0.00	\$642.09
Mobile PS Pro Mapping Annual Subscription Fee	MC Communications	20	\$4,280.60	\$0.00	\$4,280.60
Mobile PS Pro Mapping Annual Subscription Fee	MC Communications	3	\$642.09	\$0.00	\$642.09
Mobile PS Pro Mapping Annual Subscription Fee	MC Communications	5	\$1,070.15	\$0.00	\$1,070.15
Mobile PS Pro Mapping Annual Subscription Fee	MC Communications	26	\$5,564.78	\$0.00	\$5,564.78
Personnel PS Pro Advanced (Agency Site License) Annual Subscription Fee	MC Communications	1	\$634.29	\$126.86	\$507.43
Personnel PS Pro Core (Agency Site License) Annual Subscription Fee	MC Communications	1	\$0.00	\$0.00	\$0.00

PS Pro CCIC/NCIC Interface (Basic Queries) Annual Subscription Fee	MC Communications	1	\$4,267.18	\$0.00	\$4,267.18
PS Pro CCIC/NCIC Interface (Criminal History) Annual Subscription Fee	MC Communications	1	\$387.93	\$0.00	\$387.93
PS Pro CCIC/NCIC Interface (Warrants) Annual Subscription Fee	MC Communications	1	\$3,103.40	\$0.00	\$3,103.40
SERVERS SHARED					\$7,560.10
SERVERS SHARED COST (Line 139)					\$1,072.80
Total ANNUAL FEE					\$76,411.71

TOTAL SERVICES	\$	108,337.20
Due at contract signing 50% of Services Amount	\$	54,168.60
30% Due at BPR - 60-90 Days after contract signing - Services	\$	32,501.16
20% Due at GO LIVE in addition to the yearly subscription fee - NOV 1st, 2024	\$	98,079.15
2nd Year after go live		\$76,411.71
3rd year after go live		\$76,411.71
4 the year after go live		\$76,411.71
final year of contract		\$76,411.71

Morgan County SO

Administration PS Pro Core (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$556.20	\$111.24	\$444.96
Civil PS Pro Advanced (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$190.62	\$38.12	\$152.50
Civil PS Pro Core (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$572.40	\$114.48	\$457.92
Civil PS Pro Core Annual Subscription Fee	Morgan County SO	1	\$1,472.50	\$294.50	\$1,178.00
Financial PS Pro Core (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$0.00	\$0.00	\$0.00
Financial PS Pro Core Annual Subscription Fee	Morgan County SO	1	\$0.00	\$0.00	\$0.00
Jail PS Pro Advanced (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$1,758.32	\$351.66	\$1,406.66
Jail PS Pro Commissary Interface (Export) Annual Subscription Fee	Morgan County SO	1	\$1,821.04	\$364.21	\$1,456.83
Jail PS Pro Core (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$5,273.72	\$1,054.74	\$4,218.98
Jail PS Pro Core Annual Subscription Fee	Morgan County SO	1	\$6,480.65	\$1,296.13	\$5,184.52
Jail PS Pro Inmate Phone Interface (Export) Annual Subscription Fee	Morgan County SO	1	\$1,821.04	\$364.21	\$1,456.83
Jail PS Pro LiveScan/AFIS Interface (Export) Annual Subscription Fee	Morgan County SO	1	\$2,345.96	\$469.19	\$1,876.77
Jail PS Pro Medical Records Interface (Export) Annual Subscription Fee	Morgan County SO	1	\$1,821.04	\$364.21	\$1,456.83
Jail PS Pro NDEx Adapter (IB IEPD) Annual Subscription Fee	Morgan County SO	1	\$0.00	\$0.00	\$0.00
Jail PS Pro VINE Interface (Export) Annual Subscription Fee	Morgan County SO	1	\$1,821.04	\$364.21	\$1,456.83
Mobile PS Pro Civil Annual Subscription Fee	Morgan County SO	20	\$0.00	\$0.00	\$0.00
Mobile PS Pro NCIC Annual Subscription Fee	Morgan County SO	20	\$0.00	\$0.00	\$0.00
Mobile PS Pro Records Annual Subscription Fee	Morgan County SO	20	\$279.78	\$1,119.20	\$4,476.40
Personnel PS Pro Advanced (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$665.97	\$133.19	\$532.78
Personnel PS Pro Core (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$0.00	\$0.00	\$0.00
PS Pro Additional Agency CCIC/NCIC Interface Annual Subscription Fee	Morgan County SO	1	\$775.85	\$0.00	\$775.85
Records PS Pro Advanced (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$706.80	\$141.36	\$565.44
Records PS Pro Core (Agency Site License) Annual Subscription Fee	Morgan County SO	1	\$2,120.40	\$424.08	\$1,696.32
CAD PS Pro Utility DEMS Interface (Export) Annual Subscription Fee	Morgan County SO	1/2 Share	\$1,767.45		\$1,767.45
Administration PS Pro Core Annual Subscription Fee	Morgan County SO	1/5th Share	\$942.40		\$188.48
Records PS Pro Core Annual Subscription Fee	Morgan County SO	1/5th Share	\$1,767.20		\$353.44
Records PS Pro eDiscovery Interface (Export) Annual Subscription Fee	Morgan County SO	1/5th Share	\$2,120.94		\$424.19
Records PS Pro digiTICKET Interface (Import) Annual Subscription Fee	Morgan County SO	1/3rd Share			\$1,178.30
SERVERS SHARED					\$2,441.44
SERVERS SHARED COST (Line 139)					\$346.45
Total ANNUAL FEE					\$35,494.17

TOTAL SERVICES	\$	34,986.18
Due at contract signing 50% of Services Amount	\$	17,493.09
30% Due at BPR - 60-90 Days after contract signing - Services	\$	10,495.85
20% Due at GO LIVE in addition to the yearly subscription fee - NOV 1st, 2024	\$	42,491.41
2nd Year after go live		\$35,494.17
3rd year after go live		\$35,494.17

4 the year after go live	\$35,494.17
final year of contract	\$35,494.17

Wiggins Rural FPD

Field Ops Subscription (for VFD users) Annual Subscription Fee	Fort Morgan VFD	3	\$360.00	\$72.00	\$288.00
Total ANNUAL FEE					\$288.00

Wiggins PD

Administration PS Pro Core (Agency Site License) Annual Subscription Fee	Wiggins PD	1	\$41.20	\$8.24	\$32.96
Mobile PS Pro NCIC Annual Subscription Fee	Wiggins PD	3	\$0.00	\$0.00	\$0.00
Mobile PS Pro Records Annual Subscription Fee	Wiggins PD	3	\$279.78	\$167.88	\$671.46
Personnel PS Pro Advanced (Agency Site License) Annual Subscription Fee	Wiggins PD	1	\$621.97	\$124.39	\$497.58
Personnel PS Pro Core (Agency Site License) Annual Subscription Fee	Wiggins PD	1	\$0.00	\$0.00	\$0.00
PS Pro Additional Agency CCIC/NCIC Interface Annual Subscription Fee	Wiggins PD	1	\$232.76	\$0.00	\$232.76
Records PS Pro Advanced (Agency Site License) Annual Subscription Fee	Wiggins PD	1	\$117.80	\$23.56	\$94.24
Records PS Pro Core (Agency Site License) Annual Subscription Fee	Wiggins PD	1	\$353.40	\$70.68	\$282.72
CAD PS Pro Utility DEMS Interface (Export) Annual Subscription Fee	Wiggins PD	1/2 Share	\$1,767.45		\$1,767.45
Administration PS Pro Core Annual Subscription Fee	Wiggins PD	1/5th Share	\$942.40		\$188.48
Records PS Pro Core Annual Subscription Fee	Wiggins PD	1/5th Share	\$1,767.20		\$353.44
Records PS Pro eDiscovery Interface (Export) Annual Subscription Fee	Wiggins PD	1/5th Share	\$2,120.94		\$424.19
SERVERS SHARED					\$339.29
SERVERS SHARED COST (Line 139)					\$48.15
Total ANNUAL FEE					\$4,932.72

TOTAL SERVICES	\$	4,862.12
Due at contract signing 50% of Services Amount	\$	2,431.06
30% Due at BPR - 60-90 Days after contract signing - Services	\$	1,458.64
20% Due at GO LIVE in addition to the yearly subscription fee - NOV 1st, 2024	\$	5,905.14
2nd Year after go live		\$4,932.72
3rd year after go live		\$4,932.72
4 the year after go live		\$4,932.72
final year of contract		\$4,932.72

AGENCIES	TOTAL SERVICES (ONE TIME COSTS)	50% SERVICES AT CONTRACT SIGNING 8/1/2023	30% SERVICES DUE AT PBR (EST 11/1/2023)	20% SERVICES AT GO LIVE PLUS 1ST YEAR SUBSCRIPTION (EST 11/1/2024)	2ND YEAR SUBSCRIPTION (EST 11/1/2025)	3RD YEAR SUBSCRIPTION (EST 11/1/2026)	4TH YEAR SUBSCRIPTION (EST 11/1/2027)	5TH YEAR SUBSCRIPTION (EST 11/1/2028)
BRUSH POLICE DEPARTMENT	\$7,413.40	\$3,706.70	\$2,224.02	\$9,003.72	\$7,521.04	\$7,521.04	\$7,521.04	\$7,521.04
BRUSH FIRE DEPARTMENT	\$0.00	\$0.00	\$0.00	\$288.00	\$288.00	\$288.00	\$288.00	\$288.00
FORT MORGAN POLICE DEPARTMENT	\$16,950.36	\$8,475.18	\$5,085.11	\$20,586.55	\$17,196.48	\$17,196.48	\$17,196.48	\$17,196.48
FORT MORGAN FIRE DEPARTMENT	\$0.00	\$0.00	\$0.00	\$288.00	\$288.00	\$288.00	\$288.00	\$288.00
HILLROSE/SNYDER FIRE DEPT	\$0.00	\$0.00	\$0.00	\$288.00	\$288.00	\$288.00	\$288.00	\$288.00
LOG LANE POLICE DEPARTMENT	\$4,231.91	\$2,115.96	\$1,269.57	\$5,139.74	\$4,293.36	\$4,293.36	\$4,293.36	\$4,293.36
MORGAN COUNTY AMBULANCE	\$3,780.83	\$1,890.42	\$1,134.25	\$4,591.90	\$3,835.73	\$3,835.73	\$3,835.73	\$3,835.73
MORGAN COUNTY 911	\$108,337.20	\$54,168.60	\$32,501.16	\$98,079.12	\$76,411.68	\$76,411.68	\$76,411.68	\$76,411.68
MORGAN COUNTY SHERIFF	\$34,986.18	\$17,493.09	\$10,495.85	\$42,491.41	\$35,494.17	\$35,494.17	\$35,494.17	\$35,494.17
WIGGINS FIRE DEPARTMENT	\$0.00	\$0.00	\$0.00	\$288.00	\$288.00	\$288.00	\$288.00	\$288.00
WIGGINS POLICE DEPARTMENT	\$4,862.12	\$2,431.06	\$1,458.64	\$5,905.14	\$4,932.72	\$4,932.72	\$4,932.72	\$4,932.72
TOTAL	\$180,562.00	\$90,281.01	\$54,168.60	\$186,949.58	\$150,837.18	\$150,837.18	\$150,837.18	\$150,837.18

*** Adjustment made by \$.03 on 911 in columns 5-9 to match with Central Square.

**TOWN OF WIGGINS, COLORADO
RESOLUTION NO. 31-2023**

**A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT
REGARDING CENTRALSQUARE CONTRACT FOR MORGAN COUNTY
COMMUNICATION CENTER**

WHEREAS, an Intergovernmental Agreement has been proposed between the Town and Morgan County to address the payment of the Town’s share of the costs of CentralSquare’s services for the Morgan County Communications Center; and

WHEREAS, the Town has determined that it is in its best interest to enter into the Intergovernmental Agreement.

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

Section 1. The proposed Intergovernmental Agreement Regarding CentralSqaure Contract for Morgan County Communication Center by and between the Town of Wiggins and Morgan County (the “Agreement”) is hereby approved in essentially the same form as the copy of such Agreement accompanying this Resolution.

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

INTRODUCED, READ, AND ADOPTED this 26th day of July, 2023.

TOWN OF WIGGINS, COLORADO

Christopher Franzen, Mayor

ATTEST:

Tom Acre, Interim Town Clerk



STAFF SUMMARY

Board of Trustees Meeting
July 26, 2023

DATE: July 24, 2023

AGENDA ITEM NUMBER: 8

TOPIC: Consideration of Resolution No. 32-2023 – Memorandum of Understanding with Morgan County for Chip Sealing Main Street from CR P to 5th Ave and Central Ave to CDOT ROW

STAFF MEMBER RESPONSIBLE: Tom Acre, Town Manager

BACKGROUND:

As previously communicated to the Board of Trustees, Morgan County Road and Bridge has agreed to add sections of Main Street (County Road 4) to their 2023 road chip seal project anticipated to occur starting in August. The sections in the Town of Wiggins that are included consist of Main Street from County Road P north to 5th Avenue and from Central Avenue to the CDOT/I-76 right-of-way (ROW). The west half of Main Street from County Road P to 5th Avenue was annexed into the Town of Wiggins when the Farm Subdivision was annexed, the east half is currently in the County.

The County has agreed to share in the cost of the chip seal for the section south of 5th Avenue by providing the equipment and labor. The Town is responsible for the cost of the materials used. The Town is responsible for the equipment, labor and materials for the section north of Central.

SUMMARY:

The Town of Wiggins and Morgan County are sharing the cost to chip seal sections of Main Street. Applying a chip seal will extend the life of the roadway several years until the road can be improved as part of the Farm Subdivision project. The cost of materials for the section from County Road P to 5th Avenue is estimated to be \$15,066.38. For the section of Main Street from Central Avenue to the CDOT/I-76 ROW, the cost of equipment and labor is estimated to be \$1,800.00, and the materials are estimated at is \$11,840.62. The total estimated cost of Main Street chip seal project is estimated at \$28,707.00. Morgan County will bill the Town at the completion of the project.

FISCAL IMPACT:

Approval of a Resolution authorizing the Town to enter into a Memorandum of Understanding with Morgan County for the Main Street chip seal project will impact the Town's budget by approximately \$28,707.00.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

Improving streets and roads in the Town of Wiggins is one goal of the Town Board of Trustees and Staff. Leveraging Town funds to accomplish this supports effective use of the citizens resources.

MOTION FOR APPROVAL:

I make a motion to adopt Resolution No. 32-2023 – A Resolution Authorizing the Town Manager to Memorandum of Understanding with Morgan County for Chip Sealing Main Street from County Road P to 5th Ave and Central Ave to CDOT ROW

ACTION REQUESTED:

MOTION, SECOND, ROLL-CALL VOTE

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

July 12,2023

Memorandum of Understanding
Between
Morgan County Government and
Town of Wiggins

It is understood that the representatives agreeing and signing this document, Exhibit A are authorized to do so by their respective agencies and enter into this agreement willingly.

1. Purpose:

The Town of Wiggins and Morgan County will partner in the Chip Seal Project described below. Morgan County will chip seal Morgan County Road 4/Main Street from Morgan County Road P to 5th Avenue and from Central Avenue (Highway 6) to the CDOT/I-76 ROW.

2. Roles and Responsibilities:

For the road segment from Morgan County Road P to 5th Ave., Morgan County will provide the equipment and labor to perform the work as part of their annual chip seal program. The Town of Wiggins will reimburse Morgan County for the cost of materials used based on the estimate provided as "Exhibit A". For the road segment from Central Ave. to the I-76 ROW, the Town will reimburse Morgan County for the equipment, labor and materials. The materials estimate is based on "Exhibit A" and the equipment and labor is estimated at \$1,800. Morgan County will bill the Town of Wiggins at the completion of the project.

The Town of Wiggins and Morgan County will work together to prep the road prior to chip sealing. Prep may include filling pot holes, grading the edge of the road to remove vegetation, and brooming the road.

Morgan County Representative:

Printed Name: _____

Title: _____

Signature

Date

Town of Wiggins Representative:

Printed Name: _____

Title: _____

Signature

Date

Exhibit A

Morgan County

Aggregate Calculator (Feet)

Year: Based on 2023 Actual Prices

Road Project	Enter Road Length in Feet	Enter Road Width in Feet	Aggregate Pounds per Square Yard
Road 4 from County Road P to WCL	2354	24	35
			35
Wiggins, Road 4 from Central Ave to I76	1850	24	35
			35
			35
			35
			35
			35
			35

Estimate Price Per Ton (Aggregate)	\$50.75
Pounds Per Sq/Yard	35

Road Project	Length of Road/Feet	Width of Road/Feet	Area of Road/ Square Feet	Area of Road/ Square Yard	Total Pounds Required	Total Tons Required	Estimated Cost of Aggregate
Road 4 from County Road P to WCL	2,354.00	24.00	56,496.00	6,277.3333	219,706.67	109.85	\$5,575.06
0	0.00	0.00	0.00	0.0000	0.00	0.00	\$0.00
Wiggins, Road 4 from Central Ave to I76	1,850.00	24.00	44,400.00	4,933.3333	172,666.67	86.33	\$4,381.42
0	0.00	0.00	0.00	0.0000	0.00	0.00	\$0.00
0	0.00	0.00	0.00	0.0000	0.00	0.00	\$0.00
0	0.00	0.00	0.00	0.0000	0.00	0.00	\$0.00
0	0.00	0.00	0.00	0.0000	0.00	0.00	\$0.00
0	0.00	0.00	0.00	0.0000	0.00	0.00	\$0.00
0	0.00	0.00	0.00	0.0000	0.00	0.00	\$0.00
0	0.00	0.00	0.00	0.0000	0.00	0.00	\$0.00
Total Aggregate in Tons						196.19	
Total Estimated Cost of All Aggregate							\$9,956.47

Morgan County

Emulsion Calculator (Feet)

Year: Based on 2023 Actual Prices

Road Project	Enter Road Length in Feet	Enter Road Width in Feet	Shot Rate - Gallons Per Square Yard
Road 4 from County Road P to WCL	2354	24	0.45
0	0	0	0.45
Wiggins, Road 4 from Central Ave to I76	1850	24	0.45
0	0	0	0.45
0	0	0	0.45
0	0	0	0.45
0	0	0	0.45
0	0	0	0.45
0	0	0	0.45
0	0	0	0.45

Estimate Price Per Gallon (Emulsion) Delivered	\$3.36
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Shot Rate	0.45
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Road Project	Length of Road/Feet	Width of Road/Feet	Area of Road/ Square Feet	Area of Road/ Square Yard	Total Gallons Emulsion Required	Estimated Cost of Emulsion
Road 4 from County Road P to WCL	2,354.00	24.00	56,496.00	6,277.3333	2,824.80	\$9,491.33
0	0.00	0.00	0.00	0.0000	0.00	\$0.00
Wiggins, Road 4 from Central Ave to I76	1,850.00	24.00	44,400.00	4,933.3333	2,220.00	\$7,459.20
0	0.00	0.00	0.00	0.0000	0.00	\$0.00
0	0.00	0.00	0.00	0.0000	0.00	\$0.00
0	0.00	0.00	0.00	0.0000	0.00	\$0.00
0	0.00	0.00	0.00	0.0000	0.00	\$0.00
0	0.00	0.00	0.00	0.0000	0.00	\$0.00
0	0.00	0.00	0.00	0.0000	0.00	\$0.00
0	0.00	0.00	0.00	0.0000	0.00	\$0.00
Total Emulsion in Gallons					5,044.80	
Total Estimated Cost of All Emulsion						\$16,950.53

Morgan County
Chip Seal Projects
Materials Calculator Summary

Road Project	Aggregate		Emulsion	
	Estimated Tons	Estimated Cost	Estimated Gallons	Estimated Cost
Road 4 from County Road P to WCL	109.85	5,575.06	2,824.80	9491.328
0	0.00	0.00	0.00	0
Wiggins, Road 4 from Central Ave to I76	86.33	4,381.42	2,220.00	7459.2
0	0.00	0.00	0.00	0
0	0.00	0.00	0.00	0
0	0.00	0.00	0.00	0
0	0.00	0.00	0.00	0
0	0.00	0.00	0.00	0
0	0.00	0.00	0.00	0
0	0.00	0.00	0.00	0
All Road Projects Estimate Totals	196.19	9,956.47	5,044.80	16,950.53
			Total Estimated Materials Cost	26,907.00



**TOWN OF WIGGINS, COLORADO
RESOLUTION NO. 32-2023**

A RESOLUTION AUTHORIZING THE TOWN TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH MORGAN COUNTY TO CHIP SEAL MAIN STREET FROM COUNTY ROAD P TO 5TH AVENUE AND FROM CENTRAL AVENUE TO THE CDOT RIGHT-OF-WAY

WHEREAS, the Town of Wiggins Board of Trustees desires to make improvements to specific sections of Main Street within the Town of Wiggins; and

WHEREAS, Main Street from County Road P to 5th Avenue is in poor condition and in need of repair to prevent the road from further degradation; and

WHEREAS, Main Street from Central Avenue to the CDOT/ I-76 Right-of-Way is in need of preventative maintenance to extend the life of the street; and

WHEREAS, Chip sealing streets and roads is an approved method to add useful life to streets like Main Street; and

WHEREAS, Morgan County is willing to partner with the Town by including the sections of Main Street identified above in their chip seal program for 2023 if the Town provides a cost share for Main Street within the Town of Wiggins; and

WHEREAS, Morgan County has provided the Town with an acceptable estimate and scope of work for the project.

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

Section 1. The Board of Trustees hereby authorizes the Town Manager or Mayor to execute the Memorandum of Understanding with Morgan County for the Main Street Chip Seal project estimated to cost \$28,707.00.

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

INTRODUCED, ADOPTED AND RESOLVED THIS 26TH DAY OF JULY, 2023.

TOWN OF WIGGINS, COLORADO

Christopher Franzen, Mayor

ATTEST:

Tom Acre, Interim Town Clerk



STAFF SUMMARY

**Board of Trustees Meeting
July 26, 2023**

DATE: July 24, 2023

AGENDA ITEM NUMBER: 9

TOPIC: Consideration of Resolution No. 33-2023 – A Resolution Authorizing the Town Manager to Enter into a Contract for the Painting of Town Hall and the Public Works Shop Building

STAFF MEMBER RESPONSIBLE: Tom Acre, Town Manager

BACKGROUND:

As previously discussed with the Board of Trustees the Town has had several buildings in Town and near Town Hall undergo renovation and/or be built new. Improvements that have been made specifically along Central Avenue include the new Family Dollar store, the new High Plains Bank Building, Stagecoach Meat Company's retail store, Colorado Fire Arms, Paint Shop 76, JD Heiskell, Extreme Welding and the Market on Main Street. The Town encourages this type of investment in the Town and should be a part of the efforts to enhance buildings in Town. The Town has added flower planters in front of Town Hall and a new digital sign. Continued enhancement of Town Hall and the Public Works Shop by adding a new coat of paint with a trim color will add to attractiveness along Central Avenue.

SUMMARY:

The Town solicited quotes from several painters in the area. The quote from Jireh Home Services was selected as the lowest responsive quote. Painting Town Hall with one main area color and the trim a second color is estimated at \$3,272.14 for paint and labor. Painting the Public Works Shop one main color and a trim color, including painting the concrete is estimated \$4,770.29. Town staff will prep the building prior to painting.

FISCAL IMPACT:

Approval of a Resolution authorizing the Town Manager to enter contract with Jireh Home Services paint Town Hall and the Public Works Shop Building will impact the Town's budget by approximately \$8,042.43. This project was budgeted in the 1% Sales Tax Capital Improvement Projects Fund.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

Improving the look and appeal of the Town is one goal of the Town Board of Trustees and Staff. Improving Town facilities by doing something such as painting our buildings supports this goal.

MOTION FOR APPROVAL:

I make a motion to adopt Resolution No. 33-2023 – A Resolution Authorizing the Town Manager to Enter into a Contract for the Painting of Town Hall and the Public Works Shop Building

ACTION REQUESTED:

MOTION, SECOND, ROLL-CALL VOTE

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



Jireh Home Services
 (970)405-8328
 42996 US HWY 34
 Orchard, CO 80649

Prepared For
 City of Wiggins

Estimate Date
 03/23/2023

Estimate Number
 0000074

Reference
 Paint Town Hall

Description	Rate	Qty	Line Total
Materials to paint town hall 10yr no fade guarantee paint tape, paper and other materials needed to spray paint	\$1,499.64	1	\$1,499.64
Labor to paint town hall tape off windows and doors fix and reattach siding on back corner of building as best as possible without replaceing paint with premium exterior paint clean up	\$1,772.50	1	\$1,772.50
	Subtotal		3,272.14
	Tax		0.00
	Estimate Total (USD)		\$3,272.14

Notes

Estimate includes Behr 10- year fade resistant exterior paint in any scheene and color requested by customer. One main color for the building and one trim color for windows and doors. If estimate is accepted, I will need payment in full for all materials before we can begin project. Once we begin, I am estimating 1 to 2 days on location to paint town hall. Once work is complete payment for labor is expected. If you have any questions, please let me know.



Jireh Home Services
 (970)405-8328
 42996 US HWY 34
 Orchard, CO 80649

Prepared For
 City of Wiggins

Estimate Date
 03/23/2023

Estimate Number
 0000075

Reference
 Painting Town Shop

Description	Rate	Qty	Line Total
Materials needed to paint town shop paint and any other materials to complete job 10 year fade resistant paint	\$2,290.29	1	\$2,290.29
Labor to paint town shop spray all unfinished concrete with a concrete and masonry primer/ bonder so paint will adhere pray entire building and cement foundation with premium exterior paint one color for building and doors. if we are wanting to add a second color we may need to purchase more paint in smaller containers	\$2,480.00	1	\$2,480.00
	Subtotal		4,770.29
	Tax		0.00
	Estimate Total (USD)		\$4,770.29

Notes

Estimate includes Behr 10- year fade resistant exterior paint in any scheene and color requested by customer. One main color for the building which includes trim around windows and also large overhead doors and walk thru doors. If a secondary color is wanted we may need to purchase in smaller amounts a secondary color on top of main color. We will spray on a cement and masonry primer to all unfinished concrete foundation first to ensure the paint will adhere. If estimate is accepted, I will need payment in full for all materials before we can begin project. Once we begin, I am estimating 2 to 4 days on location to paint town shop. Once work is complete payment for labor is expected. If you have any questions, please let me know.



**TOWN OF WIGGINS, COLORADO
RESOLUTION NO. 33-2023**

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER INTO A CONTRACT FOR THE PAINTING OF TOWN HALL AND THE PUBLIC WORKS SHOP BUILDING

WHEREAS, the Town of Wiggins Board of Trustees desires to make improvements to Town facilities; and

WHEREAS, the Town of Wiggins has seen other property owners make significant investment in their buildings adjacent to Central Avenue, including building new buildings; and

WHEREAS, such investment increases the value and enhances the aesthetics of the Town of Wiggins; and

WHEREAS, Town Hall and the Town Public Works shop are in needed of enhancement; and

WHEREAS, the Town of Wiggins solicited quotes for this work; and

WHEREAS, the Town of Wiggins budgeted this work in the 2023 Adopted Town Budget.

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

Section 1. The Board of Trustees hereby authorizes the Town Manager to enter into a contract for painting Town Hall and the Public Works Shop Building Jireh Home Services for \$8,042.43; and

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

INTRODUCED, ADOPTED AND RESOLVED THIS 26TH DAY OF JULY, 2023.

TOWN OF WIGGINS, COLORADO

Christopher Franzen, Mayor

ATTEST:

Tom Acre, Interim Town Clerk



STAFF SUMMARY

**Board of Trustees Meeting
July 26, 2023**

DATE: July 24, 2023

AGENDA ITEM NUMBER: 10

TOPIC: Consideration of Resolution No. 34-2023 – A Resolution Designating Truck Routes in the Town of Wiggins

STAFF MEMBER RESPONSIBLE: Tom Acre, Town Manager

BACKGROUND:

The Town of Wiggins recently repaved Main Street from 3rd Avenue south to 5th Avenue and made repairs to the intersection of Main Street at 2nd Avenue/Corona Avenue. To preserve these improvements, Staff and the Board of Trustees discussed not allowing heavy/large trucks to use Main Street south of Central Avenue and north of 5th Avenue at the July 12, 2023 Work Session. Staff reviewed and made suggested modifications to the streets designated for truck use or the designated truck routes in Wiggins. Designating truck routes does not prevent vehicles such as a fire truck or plow truck from traveling on Main Street, or the occasional truck delivering goods to a specific location such as a business. The 4th of July Celebration and Parade will should not be impacted by this action.

SUMMARY:

Staff has modified the current Resolution 28-2015 that established a truck route in Town. The modified resolution restricts truck use of Main Street south of Central Avenue. The attached resolution designates streets a truck route that routinely have the need for large/heavy truck access such as CDOT's facility. Staff has identified there are a couple of routes that can be used to bypass the restricted portion of main street to access locations adjacent to Town. These include using CR 3 and Highway 52/39 off of Central Avenue. Staff has been in contact with users outside of the community that routinely have used Main Street and overall, there is support. During the Main Street construction many users adjusted and continue to do so.

FISCAL IMPACT:

Approval of this resolution designating truck routes will not have an impact on the Town's adopted budget.

APPLICABILITY TO TOWN OBJECTIVES AND GOALS TO PROVIDE SERVICES:

Preserving Town resources is a goal of the Town is one goal of the Town Board of Trustees and Staff. Restricting truck use on a street to preserve and extend the life of that asset supports this goal.

MOTION FOR APPROVAL:

I make a motion to adopt Resolution No. 34-2023 – A Resolution Designating Truck Routes in the Town of Wiggins

ACTION REQUESTED:

MOTION, SECOND, ROLL-CALL VOTE

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

**TOWN OF WIGGINS, COLORADO
RESOLUTION NO. 34-2023**

A RESOLUTION DESIGNATING TRUCK ROUTES IN THE TOWN OF WIGGINS

WHEREAS, pursuant to C.R.S. § 42-4-106(3), the Town has the power to prohibit the operation of trucks or commercial vehicles on designated streets and highways or to impose weight limitations on such vehicles; and

WHEREAS, pursuant to Ordinance No. 04-2015, the Board of Trustees shall from time to time establish a truck route over which overweight vehicles shall be permitted to drive, operate and move; and

WHEREAS, The Board of Trustees adopted Resolution No. 28-2015 on May 13, 20215 establishing a truck route in Wiggins; and

WHEREAS, the Board of Trustees desires to designate and restrict trucks traffic on certain streets in the Town of Wiggins; and

WHEREAS, the Board of Trustees finds that the restriction of overweight and oversized vehicles on Town streets, with the exception of truck routes, is necessary to protect the health, safety and welfare of the Town's citizens.

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

Section 1. Vehicles in excess of ten thousand (10,000) pounds shall be driven, moved or operated within the corporate limits of the Town only on streets designated and posted as truck routes, a designation of which truck routes is incorporated herein and is set forth as follows:

- (1) Central Avenue from Highway 52/39 to Granite Street
- (2) North Main Street from Central Avenue (Highway 6) to the CDOT/I-76 Right-of-Way
- (3) Granite Street from Central Avenue (Highway 6) to West 3rd Avenue
- (4) West 3rd Avenue from Granite Street to Agate Street
- (5) West Corona from Main Street to the Town limits
- (6) Curry Street from West Corona to 4th Avenue
- (7) East Corona from Main Street to the Town limits

Section 2. Truck traffic is prohibited on Main Street south from Central Avenue to 5th Avenue. No vehicles in excess of ten thousand (10,000) pounds shall be driven, moved or operated on Main Street between Central Avenue and 5th Avenue.

Section 3. The terms and provisions of this Resolution shall not apply to emergency vehicles, vehicles making deliveries or pick-ups in the normal course of business, school buses on a regular route, vehicles patronizing businesses accessible only via the restricted roadways, utility and maintenance vehicles engaged in utility upgrades or restoration or road maintenance on the restricted roadway, recreational vehicles, and vehicles operated by the State, Town or other political subdivision, as further detailed in Ordinance No. 04-2015.

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

Section 5. This resolution shall not release, extinguish, alter, modify, or change in whole or in part any penalty, forfeiture, or liability, either civil or criminal, which shall have been incurred under any prior resolution, and each provision of any such prior resolution shall be treated and held as still remaining in force for the purpose of sustaining any and all proper actions, suits, proceedings, and prosecutions for the enforcement of the penalty, forfeiture, or liability, as well as for the purpose of sustaining any judgment, decree, or order which can or may be rendered, entered, or made in such actions, suits, proceedings, or prosecutions.

INTRODUCED, ADOPTED AND RESOLVED THIS 26th DAY OF JULY, 2023.

TOWN OF WIGGINS, COLORADO

Christopher Franzen, Mayor

ATTEST:

Tom Acre, Interim Town Clerk