FLORENCE CITY COUNCIL
Regular Meeting Agenda
Tuesday, September 8, 2026, 6:30 PM

Watch this meeting live on the City's YouTube channel at
https://www.youtube.com/@CityofFlorenceCO

1) **CALL TO ORDER & PLEDGE OF ALLEGIANCE**
City Council Chambers, 600 W. 3rd Street, Florence, CO 81226

2) **ROLL CALL:**
Mayor Wolfe
Councilman Vanhoutan
Councilman Stiefel
Councilwoman Stone
Councilman Mergelman
Councilwoman Gardner
Councilwoman MacKinnon

3) **PUBLIC COMMENTS**
Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion (three minutes).

4) **CONSENT AGENDA**
a) Consider approving the minutes as written for the Regular City Council Meeting on August 17, 2026
b) Consider approving City expenditures prepared on August 20, 2026, in the amount of $29,534.95, on August 26, 2026 in the amount of $45,921.64, and on September 2, 2026 in the amount of $43,858.67

5) **NEW BUSINESS**
a) Consider authorizing the City Manager to pursue grant funding and proceed with an RFP to execute the East Florence Water Association's Master Meter Replacement Project

6) **COUNCIL REPORTS**
a) City Council Reports
b) City Manager Report

7) **EXECUTIVE SESSION(S): IF NECESSARY**
Pursuant to C.R.S. § 24-6-402(4)(a), (b), and (e), for a conference with the City Attorney, City staff, and City Council for the purpose of receiving legal advice on specific legal questions, determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators regarding:

SUMO Golf Course/ 5201 Gary Player Drive, Florence, CO 81226 - water rights, municipal utility service and billing, PUD compliance, and rights-of-way and access matters.

231 West Main Street, Florence, CO 81226 - potential real property acquisitions, land use strategy, and negotiating parameters.

621 North Pikes Peak Avenue, Florence, CO 81226- potential real property acquisitions, land use strategy, and negotiating parameters.

8) **ADJOURNMENT:** Adjournment until the regular City Council Meeting Monday, September 21, 2026.

FLORENCE CITY COUNCIL
Regular Meeting Minutes
Monday, August 17, 2026, 6:30 PM

Watch this meeting live on the City's YouTube channel at
https://www.youtube.com/@CityofFlorenceCO

1) CALL TO ORDER & PLEDGE OF ALLEGIANCE
City Council Chambers, 600 W. 3rd Street, Florence, CO 81226

Mayor Wolfe called the meeting to order at 6:30 p.m. with the Pledge of Allegiance

2) ROLL CALL:

Mayor Wolfe	Present
Councilman Vanhoutan	Present
Councilman Stiefel	Present
Councilwoman Stone	Present
Councilman Mergelman	Present
Councilwoman Gardner	Present
Councilwoman MacKinnon	Present

OTHERS PRESENT: City Clerk Cortlyne Huppe, City Manager Lori Cobler, City Attorney Dan Findlay, Planning Director Asley Fox, Water Superintendent Brandon Harris, Water Consultant Tom Piltingsrud, Deputy City Clerk Quiana Hess, Public Works Director John Vernetti, and Finance Manager Brandi Sheets.

3) PUBLIC COMMENTS
Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion (three minutes).

There was no public input.

4) CONSENT AGENDA
a) Consider approving the minutes as written for the Regular City Council Meeting on August 3, 2026
b) Consider approving City expenditures prepared on August 5, 2026, in the amount of $54,290.83, and on August 12, 2026 in the amount of $87,251.15
c) Consider approving the Temporary Use Permit for Fremont Community Cares
d) Consider approving the Special Events Permit for Fremont Community Cares
e) Consider approving Amendment 2-04 pursuant to Professional Services Agreement Task Order No. 2 with CH2M Hill Engineers, Inc. for the provision of general engineering services
f) Ratification of Emergency Facilities and Land Use Agreement with the USDA Forest Service for hydrant and water access during Aspen Acres Fire incident operations.

Councilor Stone motioned to approve the Consent Agenda. Councilor Gardner seconded. With the Councilmembers voting in favor of the motion, the motion carried.

5) OLD BUSINESS
a) Consider approving Ordinance No. 2 - 2026, an ordinance adding Chapter 15.13 "Wildfire Resiliency Code" to Title 15 of the Florence Municipal Code and therefore adopting the Colorado Wildfire Resiliency Code by reference.

Planning Director Ahley Fox referenced previous discussion from the May City Council meeting when this item was presented. Council expressed concerns over the wildfire mapping, and Planning Director Fox addressed these concerns in a council work session.

Councilor Vanhoutan specified the difference of how this code would affect current homes versus future developments.

Mayor Wolfe expressed interest in waiting for more definitive information or data from the State and how it would affect local builders.

Councilor MacKinnon requested more information and input from citizens and local builders.

Councilor Stiefel motioned to table the first reading of Ordinance No. 2 - 2026, an ordinance adopting the Colorado Wildfire Resiliency Code and the Colorado Wildfire Resiliency Code Map by reference and adding Chapter 15.13 to the Florence Municipal Code, per Staff's availability and the opportunity for public input.
Seconded by: Councilor Mergelman
7 Ayes
Motion Passed: 7 – 0

b) Consider adopting the second reading of Ordinance No. 8 - 2026 – an ordinance approving the designation of the Morgan Building at 109 West Main Street as a Local Historic Landmark

Councilor Mergelman motioned that the Florence City Council approve the second reading of Ordinance No. 8-2026, designating the Morgan Building as a Local Historic Landmark and placing it on the Local Historic Registry, based on the findings of fact set forth in Section 15.60.080 of the Florence Municipal Code.
Seconded by: Councilor MacKinnon
7 Ayes
Motion Passed: 7 – 0

c) Consider adopting the second reading of Ordinance No. 9 - 2026 – an ordinance approving the designation of the St. Alban's Episcopal Church at 307 East 2nd Street as a Local Historic Landmark

Councilor Mergelman motioned that the Florence City Council approve the second reading of Ordinance No. 9 - 2026, designating the St. Alban's Episcopal Church as a Local Historic Landmark and placing it on the Local Historic Registry, based on the findings of fact set forth in Chapter 15.60.080 of the Florence Municipal Code.
Seconded by: Councilor MacKinnon
7 Ayes
Motion Passed: 7 – 0

6) NEW BUSINESS

a) Consider approving Resolution No. 10-2026, a resolution authorizing the abandonment and withdrawal of the 1980 conditional fill right from Water Court Case No. 25CW3001

City of Florence Water Consultant Tom Piltingsrud elaborated on the history of Water Court Case 25CW3001, and the potential impact of withdrawing the 1980 conditional water fill right associated with Oak Creek Reservoir. He stated the State Engineers are seeking to refine conditional water rights and are opposing Florence's water court case due to lack of diligence. Water Consultant Piltingsrud suggested the withdrawal of the conditional water right would potentially keep Florence from entering trial while still retaining the Oak Creek Reservoir storage right.

City Council then questioned details of Oak Creek Reservoir, and the anticipated feasibility study being conducted with Pueblo West and Canon City.

Councilor Stone motioned to adopt Resolution No. 10-2026, a Resolution authorizing the abandonment and withdrawal of the 1980 conditional fill right in Water Court Case No. 25CW3001.
Seconded by: Councilor Mergelman
7 Ayes
Motion Passed: 7 – 0

7) COUNCIL REPORTS

a) City Council Reports

Councilor MacKinnon reported on upcoming Tavern Talk events.

Councilor Stone reported the Merchants are working on marketing attempts for Florence, and the upcoming flag presentation for the 150/250 celebration.

Councilor Mergelman attended a proposal for a solar farm and reported on Pioneer Day planning.

Mayor Wolfe attended Senior Coffee Chat, Mayors Round Table, and discussed bear activity in Florence.

b) City Manager Reports

City Manager Lori Cobler discussed bear activity, the 2026 pool season successes, the upcoming Request for Proposal on Sunnyside Street, Fall Clean Up, a Request for Proposal for the Water Department, and current sales tax forecasts.

8) EXECUTIVE SESSION(S): IF NECESSARY

9) ADJOURNMENT: Adjournment until the regular City Council Meeting Monday, September 8, 2026.

Councilor Stone motioned to adjourn the meeting. Councilor Gardner seconded. With all of the Councilmembers voting in favor of the motion, the motion carried.
Mayor Wolfe adjourned the City Council Meeting at 7:23 p.m.

CITY OF FLORENCE, CO

BY: ________________________________
Steve Wolfe, Mayor

RESPECTFULLY SUBMITTED: ______________________________
Cortlyne Huppe, City Clerk

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
7	FREMONT SANITATION D	JULY 2026	0444152100	POOL	1	08/20/2026	73.75	.00	73.75	20260808	08/20/2026
		JULY 2026	0140608540	CITY SHOP	2	08/20/2026	73.75	.00	73.75	20260808	08/20/2026
		JULY 2026	0140608660	MUSEUM	3	08/20/2026	73.75	.00	73.75	20260808	08/20/2026
		JULY 2026	0140608635	10837-2467 Water Plant	4	08/20/2026	73.75	.00	73.75	20260808	08/20/2026
		JULY 2026	0140608635	10837-2467 Water Plant	5	08/20/2026	73.75	.00	73.75	20260808	08/20/2026
		JULY 2026	0140608751	MUNI center	6	08/20/2026	73.75	.00	73.75	20260808	08/20/2026
		JULY 2026	0140608751	MUNI center	7	08/20/2026	73.75	.00	73.75	20260808	08/20/2026
		JULY 2026	0140608751	MUNI center	8	08/20/2026	175.27	.00	175.27	20260808	08/20/2026
Total 7:							691.52	.00	691.52		
916	MARTIN AND WOOD	29153	0243707890	ENG fees	1	07/31/2026	1,748.25	.00	1,748.25	46986	08/20/2026
Total 916:							1,748.25	.00	1,748.25		
923	ALSCO	LDEN331003	0143102000	UNIFORM RENTAL	1	07/01/2026	253.37	.00	253.37	46980	08/20/2026
		LDEN333031	0140608750	FLOOR MAT	1	08/12/2026	75.72	.00	75.72	46980	08/20/2026
		LDEN333031	0143102000	UNIFORM RENTAL	1	08/12/2026	237.45	.00	237.45	46980	08/20/2026
		LDEN333373	0143102000	UNIFORM RENTAL	1	08/19/2026	26.50	.00	26.50	46980	08/20/2026
		RCPT117962	0142302000	Credit Memo	1	04/30/2026	75.72-	.00	75.72-	46980	08/20/2026
		RCPT119980	0142302000	Credit Memo	1	08/11/2026	75.72-	.00	75.72-	46980	08/20/2026
Total 923:							441.60	.00	441.60		
1160	RIVER VALLEY PLUMBIN	49939-1	0444152200	BOILER REPAIR	1	07/28/2026	165.29	.00	165.29	20260808	08/20/2026
Total 1160:							165.29	.00	165.29		
1253	AT & T MOBILITY	2872703950	0241505000	Water Tower	1	08/06/2026	4.00	.00	4.00	46982	08/20/2026
		2872917141	0142105000	CELL PHONES	1	07/20/2026	1,833.59	.00	1,833.59	46982	08/20/2026
		2872917141	0141505000	CELL PHONES	2	07/20/2026	133.43	.00	133.43	46982	08/20/2026
		2872917141	0143105000	CELL PHONES	3	07/20/2026	342.37	.00	342.37	46982	08/20/2026
		2872917141	0144005000	CELL PHONES	4	07/20/2026	122.57	.00	122.57	46982	08/20/2026
		2872917141	0444152000	CELL PHONES	5	07/20/2026	75.40	.00	75.40	46982	08/20/2026
		2872917141	0144205000	CELL PHONES	6	07/20/2026	41.17	.00	41.17	46982	08/20/2026
		2872917141	0241505000	CELL PHONES	7	07/20/2026	502.83	.00	502.83	46982	08/20/2026
		2872917141	0145203500	CELL PHONES	8	07/20/2026	41.17	.00	41.17	46982	08/20/2026

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		2872917141	0142105000	CELL PHONES	1	07/20/2026	1,833.59	.00	1,833.59	46982	08/20/2026
		2872917141	0141505000	CELL PHONES	2	07/20/2026	133.43	.00	133.43	46982	08/20/2026
		2872917141	0143105000	CELL PHONES	3	07/20/2026	342.37	.00	342.37	46982	08/20/2026
		2872917141	0144005000	CELL PHONES	4	07/20/2026	122.57	.00	122.57	46982	08/20/2026
		2872917141	0444152000	CELL PHONES	5	07/20/2026	75.40	.00	75.40	46982	08/20/2026
		2872917141	0144205000	CELL PHONES	6	07/20/2026	41.17	.00	41.17	46982	08/20/2026
		2872917141	0241505000	CELL PHONES	7	07/20/2026	502.83	.00	502.83	46982	08/20/2026
		2872917141	0145203500	CELL PHONES	8	07/20/2026	41.17	.00	41.17	46982	08/20/2026
Total 1253:							6,189.06	.00	6,189.06		
1718	BLACK HILLS ENERGY	0520289929	0143107540	STREET LIGHTS	1	07/31/2026	83.70	.00	83.70	20260804	08/04/2026
		2273109055	1446602600	CONCESSION STAND	1	08/07/2026	48.53	.00	48.53	20260806	08/11/2026
		8398746140	0143107540	STREET LIGHTS	1	07/31/2026	8.47	.00	8.47	20260804	08/04/2026
		8763452423	0143107540	STREET LIGHTS	1	07/31/2026	117.29	.00	117.29	20260804	08/04/2026
		9914607095	0143107540	STREET LIGHTS	1	07/17/2026	393.76	.00	393.76	20260804	07/30/2026
Total 1718:							651.75	.00	651.75		
2219	CHARTER COMMUNICATI	2557072010	0444152000	pool	1	07/21/2026	126.34-	.00	126.34-	46926	07/29/2026
Total 2219:							126.34-	.00	126.34-		
2412	J.A.Y ELECTRIC INC COR	377400	0140608650	PIONEER PARK Bathroom	1	08/20/2026	1,275.58	.00	1,275.58	46984	08/20/2026
Total 2412:							1,275.58	.00	1,275.58		
2614	Amnet Inc.	19956	0141506600	admin cybersecurity	1	08/14/2026	1,678.25	.00	1,678.25	20260808	08/20/2026
		19956	0241506600	Cybersecurity	2	08/14/2026	1,678.25	.00	1,678.25	20260808	08/20/2026
		19956	0143104550	Cybersecurity	3	08/14/2026	1,678.25	.00	1,678.25	20260808	08/20/2026
		19956	0142106600	Cybersecurity	4	08/14/2026	1,678.25	.00	1,678.25	20260808	08/20/2026
		19956	0141506600	TEAMS mitigation	5	08/14/2026	210.00	.00	210.00	20260808	08/20/2026
		19956	0142106600	new user	6	08/14/2026	150.26	.00	150.26	20260808	08/20/2026
		19956	0241506600	new user	7	08/14/2026	119.32	.00	119.32	20260808	08/20/2026
		19956	0141506600	Cybersecurity	8	08/14/2026	918.75	.00	918.75	20260808	08/20/2026
		19956	0241506600	Cybersecurity	9	08/14/2026	918.75	.00	918.75	20260808	08/20/2026
		19956	0143104550	Cybersecurity	10	08/14/2026	918.75	.00	918.75	20260808	08/20/2026
		19956	0142106600	Cybersecurity	11	08/14/2026	918.75	.00	918.75	20260808	08/20/2026
		19956	0142106600	new user	12	08/14/2026	82.26	.00	82.26	20260808	08/20/2026
		19956	0241506600	new user	13	08/14/2026	65.32	.00	65.32	20260808	08/20/2026

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		19956	0141506600	licesnes/platforms	14	08/14/2026	975.77	.00	975.77	20260808	08/20/2026
		19956	0241506600	licenses/platforms	15	08/14/2026	975.77	.00	975.77	20260808	08/20/2026
		19956	0143104550	licenses/platforms	16	08/14/2026	975.77	.00	975.77	20260808	08/20/2026
		19956	0142106600	licenses/platforms	17	08/14/2026	975.77	.00	975.77	20260808	08/20/2026
		19956	0143105000	City SHop Switch	18	08/14/2026	125.00	.00	125.00	20260808	08/20/2026
Total 2614:							15,043.24	.00	15,043.24		
3289	Darren Jones	08202026	0144107660	500 Pikes Peak Abatement	1	08/20/2026	1,740.00	.00	1,740.00	46983	08/20/2026
		08202026	0144107660	Ditch Between Railroad an	2	08/20/2026	1,170.00	.00	1,170.00	46983	08/20/2026
		08202026	0144107660	603 E 3rd Street	3	08/20/2026	285.00	.00	285.00	46983	08/20/2026
Total 3289:							3,195.00	.00	3,195.00		
3324	Ashley Nestman	08172026	0136001300	Alcohol Deposit for Park R	1	08/17/2026	100.00	.00	100.00	46981	08/20/2026
Total 3324:							100.00	.00	100.00		
3325	Joy Soltani	08192026	0135001000	case dissmied due to appe	1	08/19/2026	160.00	.00	160.00	46985	08/20/2026
Total 3325:							160.00	.00	160.00		
Grand Totals:							29,534.95	.00	29,534.95		

Report Criteria:
Detail report type printed

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
323	PITNEY BOWES INC PUR	4109894699	0141503100	postage fill	1	08/24/2026	1,640.00	.00	1,640.00	20260809	08/26/2026
Total 323:							1,640.00	.00	1,640.00		
1066	CHEMQUEST, INC,	3795	0144107650	mosquito spray	1	08/17/2026	5,805.00	.00	5,805.00	46988	08/26/2026
Total 1066:							5,805.00	.00	5,805.00		
1288	JOHNNY'S PLUMBING	39665	0140608752	Backflow test	1	08/17/2026	97.85	.00	97.85	46992	08/26/2026
Total 1288:							97.85	.00	97.85		
1718	BLACK HILLS ENERGY	0872425770	0243507640	NEW RAW WATER PUMP	1	08/04/2026	14,142.80	.00	14,142.80	20260805	08/10/2026
		2985218401	0140608510	CITY SHOP	1	08/04/2026	318.76	.00	318.76	20260805	08/10/2026
		3075375677	0145207830	QUARTZ PARK	1	08/04/2026	21.32	.00	21.32	20260805	08/10/2026
		5372636848	0243507620	W PUMP STATION	1	08/04/2026	264.81	.00	264.81	20260805	08/10/2026
		6887028421	0140608632	North Plant	1	08/04/2026	316.24	.00	316.24	20260805	08/10/2026
		7844257155	0243507650	RIVER Pump	1	08/04/2026	1,883.30	.00	1,883.30	20260805	08/10/2026
		8890269732	0145207830	PIONEER PARK	1	08/04/2026	97.12	.00	97.12	20260805	08/10/2026
		9423297176	0145207830	PAVILION	1	08/04/2026	40.41	.00	40.41	20260805	08/10/2026
		9740686534	0444151800	POOL	1	08/04/2026	1,346.30	.00	1,346.30	20260805	08/10/2026
Total 1718:							18,431.06	.00	18,431.06		
2871	Core & Main	Z524670	0249509999	AIRPORT PROJECT	1	08/13/2026	5,144.81	.00	5,144.81	46989	08/26/2026
		Z557017	0243807940	sUPPLY RESTOCK	1	08/18/2026	1,899.42	.00	1,899.42	46989	08/26/2026
Total 2871:							7,044.23	.00	7,044.23		
2955	HR Green, INC	206315	0243707890	Risk & Resilience Assesme	1	08/14/2026	10,609.00	.00	10,609.00	46991	08/26/2026
Total 2955:							10,609.00	.00	10,609.00		
3008	Great American Financial S	42794877	0141503500	standard payment	1	08/19/2026	337.00	.00	337.00	46990	08/26/2026
Total 3008:							337.00	.00	337.00		

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
3229	TALOS TECHNOLOGIES,	1142	0249509060	SCADA Service	1	08/24/2026	1,567.50	.00	1,567.50	20260809	08/26/2026
Total 3229:							1,567.50	.00	1,567.50		
3257	Robert S Willett , ESQ	014 832026	0141203700	Aug prosecutor 2026	1	08/23/2026	390.00	.00	390.00	46993	08/26/2026
Total 3257:							390.00	.00	390.00		
Grand Totals:							45,921.64	.00	45,921.64		

Report Criteria:
Detail report type printed

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
71	CANON RENTAL CENTER	AUGUST 202	0145204581	312572	1	08/01/2026	280.00	.00	280.00	46999	09/02/2026
		AUGUST 202	0145204581	30633	2	08/01/2026	210.00-	.00	210.00-	46999	09/02/2026
		AUGUST 202	0143103500	312791	3	08/01/2026	84.00	.00	84.00	46999	09/02/2026
		AUGUST 202	0144203500	312796	4	08/01/2026	75.00	.00	75.00	46999	09/02/2026
		AUGUST 202	0145204583	312796	5	08/01/2026	75.00	.00	75.00	46999	09/02/2026
		AUGUST 202	0145205000	313102	6	08/01/2026	82.50	.00	82.50	46999	09/02/2026
Total 71:							386.50	.00	386.50		
201	ATMOS ENERGY	3016435394	0140608751	MUNI CENTER	1	08/11/2026	194.32	.00	194.32	46980	08/17/2026
		3016936816	0243607710	Filtration Plant	1	08/11/2026	80.06	.00	80.06	46979	08/17/2026
		3078310474	0444151900	pool	1	08/11/2026	156.87	.00	156.87	20260809	09/01/2026
Total 201:							431.25	.00	431.25		
877	POWER MOTIVE CORPO	085200	0243707840	Freight In	1	08/22/2026	207.44	.00	207.44	47008	09/02/2026
Total 877:							207.44	.00	207.44		
1020	TWIN ENVIRO SERVICES	1351824 202	0143204100	3 YD RL MSW SERVICE	1	07/31/2026	56.16	.00	56.16	20260807	08/13/2026
		1363490 202	0143204100	3 YD RCY SERVICE	1	08/03/2026	33.23	.00	33.23	20260807	08/13/2026
		1363538 202	0143204100	RCY SERVICE	1	08/03/2026	24.00	.00	24.00	20260807	08/13/2026
		1363682 202	0143204100	MSW SERVICE	1	08/03/2026	1,747.19	.00	1,747.19	20260808	08/13/2026
Total 1020:							1,860.58	.00	1,860.58		
1066	CHEMQUEST, INC,	3809	0144107650	Curtis Flogger Flush Gal.	1	08/25/2026	370.00	.00	370.00	47001	09/02/2026
Total 1066:							370.00	.00	370.00		
1229	CASELLE, INC.	INV-22050	0241505600	Annual Platform Fees for A	1	08/24/2026	412.00	.00	412.00	47000	09/02/2026
		INV-22050	0141505600	Annual Platform Fees for A	2	08/24/2026	412.00	.00	412.00	47000	09/02/2026
Total 1229:							824.00	.00	824.00		
1253	AT & T MOBILITY	AUGUST BIL	0141505000	ADMIN	1	08/20/2026	93.28	.00	93.28	46998	09/02/2026
		AUGUST BIL	0142105000	POLICE	2	08/20/2026	1,046.34	.00	1,046.34	46998	09/02/2026

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		AUGUST BIL	0143105000	STREETS	3	08/20/2026	342.37	.00	342.37	46998	09/02/2026
		AUGUST BIL	0144005000	PLANNING	4	08/20/2026	122.57	.00	122.57	46998	09/02/2026
		AUGUST BIL	0444152000	POol	5	08/20/2026	75.40	.00	75.40	46998	09/02/2026
		AUGUST BIL	0141505000	EXECUTIVE	6	08/20/2026	40.15	.00	40.15	46998	09/02/2026
		AUGUST BIL	0241505000	WATER	7	08/20/2026	350.12	.00	350.12	46998	09/02/2026
		AUGUST BIL	0142105000	hotspots	8	08/20/2026	636.54	.00	636.54	46998	09/02/2026
		AUGUST BIL	0144205000	CEMETARY	9	08/20/2026	41.17	.00	41.17	46998	09/02/2026
		AUGUST BIL	0143203500	Parks	10	08/20/2026	41.17	.00	41.17	46998	09/02/2026
Total 1253:							2,789.11	.00	2,789.11		
1281	HD Supply, Inc	INV0108567	0243707845	Ratchet Torque Wrench	1	06/25/2026	77.99	.00	77.99	47006	09/02/2026
Total 1281:							77.99	.00	77.99		
1718	BLACK HILLS ENERGY	1225088862	0140608600	CEMETERY HOUSE	1	08/13/2026	92.01	.00	92.01	20260808	08/17/2026
		1944485829	0145207830	RIVER PARK	1	08/12/2026	84.82	.00	84.82	20260808	08/17/2026
		4197016039	0144207700	CEMETERY SPRINKLERS	1	08/13/2026	76.44	.00	76.44	20260808	08/17/2026
		5509677786	1446602600	WILCOX LIGHTS	1	08/11/2026	42.60	.00	42.60	20260808	08/17/2026
Total 1718:							295.87	.00	295.87		
1809	TERRITORY ELECTRIC	WATERDEP	0243607999	north pump station	1	07/09/2026	1,385.53	.00	1,385.53	47012	09/02/2026
Total 1809:							1,385.53	.00	1,385.53		
2219	CHARTER COMMUNICATI	255135501 2	0444152000	pool	1	08/21/2026	332.45	.00	332.45	20260809	09/01/2026
Total 2219:							332.45	.00	332.45		
2467	Century Link	334006856 2	0241505000	SOUTH PLANT	1	08/13/2026	143.93	.00	143.93	Multiple	08/26/2026
Total 2467:							143.93	.00	143.93		
2468	SGS ACCUTEST	5216017659	0243707810	LAB RESULTS	1	08/27/2026	563.00	.00	563.00	47011	09/02/2026
Total 2468:							563.00	.00	563.00		
2614	Amnet Inc.	19991	0142103100	Ubiquiti Cameras	1	08/28/2026	246.41	.00	246.41	46997	09/02/2026
		19998	0142105050	after hours	1	08/31/2026	202.50	.00	202.50	46997	09/02/2026

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 2614:							448.91	.00	448.91		
2871	Core & Main	Z526922	0243301000	sUPPLies	1	08/20/2026	388.64	.00	388.64	47002	09/02/2026
		Z526922	0243301000	sUPPLies	2	08/20/2026	257.12	.00	257.12	47002	09/02/2026
Total 2871:							645.76	.00	645.76		
2947	SECOM, INC	09012026	0241505000	Internet	1	09/01/2026	70.16	.00	70.16	47010	09/02/2026
Total 2947:							70.16	.00	70.16		
3114	Wyatt Legal Services PLLC	561	0243707890	legal fees	1	08/31/2026	840.00	.00	840.00	20260809	09/01/2026
		561	0141105300	City Attorney	2	08/31/2026	8,784.80	.00	8,784.80	20260809	09/01/2026
Total 3114:							9,624.80	.00	9,624.80		
3249	Amber L. Dickson	14346	0140608755	Monthly cleaning	1	08/28/2026	1,400.00	.00	1,400.00	46996	09/02/2026
Total 3249:							1,400.00	.00	1,400.00		
3261	Quench USA , INC	INV11413351	0141503000	Water coolers	1	09/01/2026	249.27	.00	249.27	47009	09/02/2026
Total 3261:							249.27	.00	249.27		
3271	P & A Pump Install & Repai	4200	0249509046	ROBCO Turbine Pump reb	1	07/21/2026	6,218.12	.00	6,218.12	47007	09/02/2026
Total 3271:							6,218.12	.00	6,218.12		
3311	Graves Consulting LLC	20260906	0144007400	Compensation Study	1	09/01/2026	2,646.00	.00	2,646.00	47005	09/02/2026
		20260906	0243707890	Compensation Study	2	09/01/2026	2,646.00	.00	2,646.00	47005	09/02/2026
Total 3311:							5,292.00	.00	5,292.00		
3326	Amanda Jones	08/26/2026	0142106000	CAPET FAll Training	1	08/26/2026	121.00	.00	121.00	46995	09/02/2026
Total 3326:							121.00	.00	121.00		
3327	Felicia Cecil	08/26/2026	0142106000	CAPET Fall Training	1	08/26/2026	121.00	.00	121.00	47004	09/02/2026

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 3327:							121.00	.00	121.00		
3328	Evidence Management for	0725	0142107500	Evidence Unity Audit	1	07/20/2026	10,000.00	.00	10,000.00	47003	09/02/2026
Total 3328:							10,000.00	.00	10,000.00		
Grand Totals:							43,858.67	.00	43,858.67		

Report Criteria:

Detail report type printed

COUNCIL ACTION FORM
MEETING DATE: SEPTEMBER 8, 2026
STAFF CONTACT: BRANDON HARRIS WATER SUPERINTENDENT

Agenda Item:	Consider authorizing the City Manager to pursue grant funding and proceed with an RFP to execute the East Florence Water Association's Master Meter Replacement Project
Department:	Water Department

Staff Recommendation:
Staff recommends that City Council authorize the City of Florence Water Department to proceed with the East Florence Water Association Master Meter Replacement Project and authorize the City Manager to execute the necessary agreements and contracts associated with the project, including pursuing and accepting grant funding on behalf of the East Florence Water Association and entering into a contract with a qualified contractor following the City's competitive procurement process.

Background/Description of Item:
The City of Florence provides water service to the East Florence Water Association through a master meter connection. The East Florence Water Association initially obtained a $30,000 grant specifically designated for the replacement of its existing master meter.

As the Water Department began evaluating the existing installation in preparation for the master meter replacement, it was determined that the existing configuration presented additional operational and regulatory concerns that need to be addressed as part of the project.

The existing installation does not have a bypass around the master meter and backflow prevention assembly. A bypass is present on all other consecutive water systems connected to the City's distribution system. Although it is not known why a bypass was not originally installed at the East Florence connection, the Water Department has determined that a bypass is necessary to allow the City to perform future maintenance, repair, testing, and replacement of the master meter and backflow prevention equipment without completely interrupting water service to East Florence.

This is particularly important given the current condition of the East Florence distribution system. If water service to East Florence is required to be shut off for maintenance, repair, or replacement of the master meter or backflow prevention assembly, East Florence would be required to issue a boil water order due to the condition and vulnerability of its distribution system.

Further evaluation also determined that the existing backflow prevention assembly and associated piping are in need of replacement. As a result, the project has expanded beyond the original master meter replacement to address the overall configuration and condition of the existing connection.

Project Scope:
The proposed project consists of the following major components:
- Replacement of the existing East Florence Water Association master meter.
- Replacement of the existing backflow prevention assembly, including the associated components located within the backflow prevention assembly vault.

- Replacement of several feet of existing piping on both sides of the backflow prevention vault as necessary to accommodate the new equipment and provide a reliable installation.
- Installation of a bypass line around both the backflow prevention vault and master meter vault.
- Associated excavation, piping, valves, fittings, restoration, testing, and other work necessary to complete the project.
- The addition of the bypass will provide the City with the ability to isolate and maintain the master meter and backflow prevention assembly while maintaining a means of providing water service to East Florence, reducing the likelihood that future maintenance activities will require a complete interruption of service.

PROJECT COST:
The City requested Aaron Smith of Jacobs Engineering to develop a preliminary cost estimate for the expanded project scope. Based on the current scope, the estimated total project cost is approximately: $77,000
East Florence Water Association has secured a $30,000 grant toward the project.
This leaves an estimated remaining project cost of approximately: $47,000

The final project cost will be determined through the City's procurement process and may vary from the current estimate.

FUNDING
The preliminary estimated cost for the expanded scope is $77,000. The East Florence Water Association has secured a $30,000 grant toward the project, leaving an estimated $47,000 funding gap. Because the East Florence Water Association does not have the liquid capital to pay for the project upfront, the City of Florence will temporarily advance the necessary municipal funds from unscheduled project accounts to facilitate procurement and construction.

The total financial liability and ultimate cost obligation for this infrastructure rests entirely with the East Florence Water Association. To protect the City against financial exposure, the final reimbursement amount and risk allocation will depend on three key factors.

First, the baseline $77,000 figure is an engineering estimate. The actual financial obligation will be established through the competitive Request for Proposals process, with the East Florence Water Association absorbing any cost variance above or below the estimate.

Second, we will continue to use City resources to pursue additional grant funding for the East Florence Water Association's behalf. If any additional grant revenue is received, it will directly reduce the East Florence Water Association's final principal balance.

Third, prior to executing a contract with the selected construction vendor, the City and the East Florence Water Association will execute a binding Reimbursement Agreement. This agreement will establish the definitive repayment terms for any remaining balance, secured through a lump-sum payment or a structured repayment schedule integrated into the East Florence Water Association's monthly bulk water bill.

PROCUREMENT:
The City of Florence Water Department does not currently have the equipment, personnel, or capabilities necessary to complete the entire project with City forces.

The current estimated project cost of approximately $77,000 exceeds the City's $50,000 procurement threshold. Therefore, the City will utilize a Request for Proposals (RFP) process to obtain proposals from qualified contractors capable of completing the work per the City's established Purchasing Policy.

Following the procurement process, the City Manager would be authorized to execute the resulting contract in accordance with applicable City purchasing requirements and the amount herein authorized by City Council. Any contract exceeding the presented budget projection will require subsequent Council approval.

Attachments:

N/A

PROPOSED COUNCIL MOTION:

Move to authorize the City of Florence Water Department to proceed with the East Florence Water Association Master Meter Replacement Project RFP, authorize the City Manager and staff to pursue and accept applicable grant funding on behalf of the East Florence Water Association, and authorize the expenditure of municipal funds for the project on a full cost-reimbursement basis, contingent upon the execution of a binding reimbursement agreement with the East Florence Water Association prior to construction contract award.

CITY OF FLORENCE

600 West 3rd Street
Florence, Colorado 81226
(719) 784-4848
cityofflorence@florencecolorado.org

City Manager Report
September 8, 2026

Meetings with Agencies, Boards, and Committees

- The 81226 Report Podcast- On Florence Pool and Bear Activity
- Met with and collaborated with local developers in Florence
- Continued project progression with the Graves Consulting on the compensation survey, including pay equity portions
- Met with Directors for 2027 budget, and managed all aspects of first draft implementation
- Coordinated personnel management and support Director's in various projects/conflicts
- Met with City's Benefit Administrators CEBT, to discuss 2027 Plan and Open Enrollment
- Attended FEDC with Councilman Mergelman
- Attended the ACCE Stakeholder Kickoff Meeting

Discussion Topics & Upcoming Items

- Public Works break room renovation: progress update and ongoing planning discussions, electrical work currently in progress
- Pioneer Park bathroom: progress update
- Code Enforcement updates
- Cortlyne and Brandi's ASCEND nominations
- Welcome to our new Evidence Tech- Felicia!
- 2027 Important Budget Dates

Farmers Market Schedule: Pioneer Park, 8 AM – 1PM

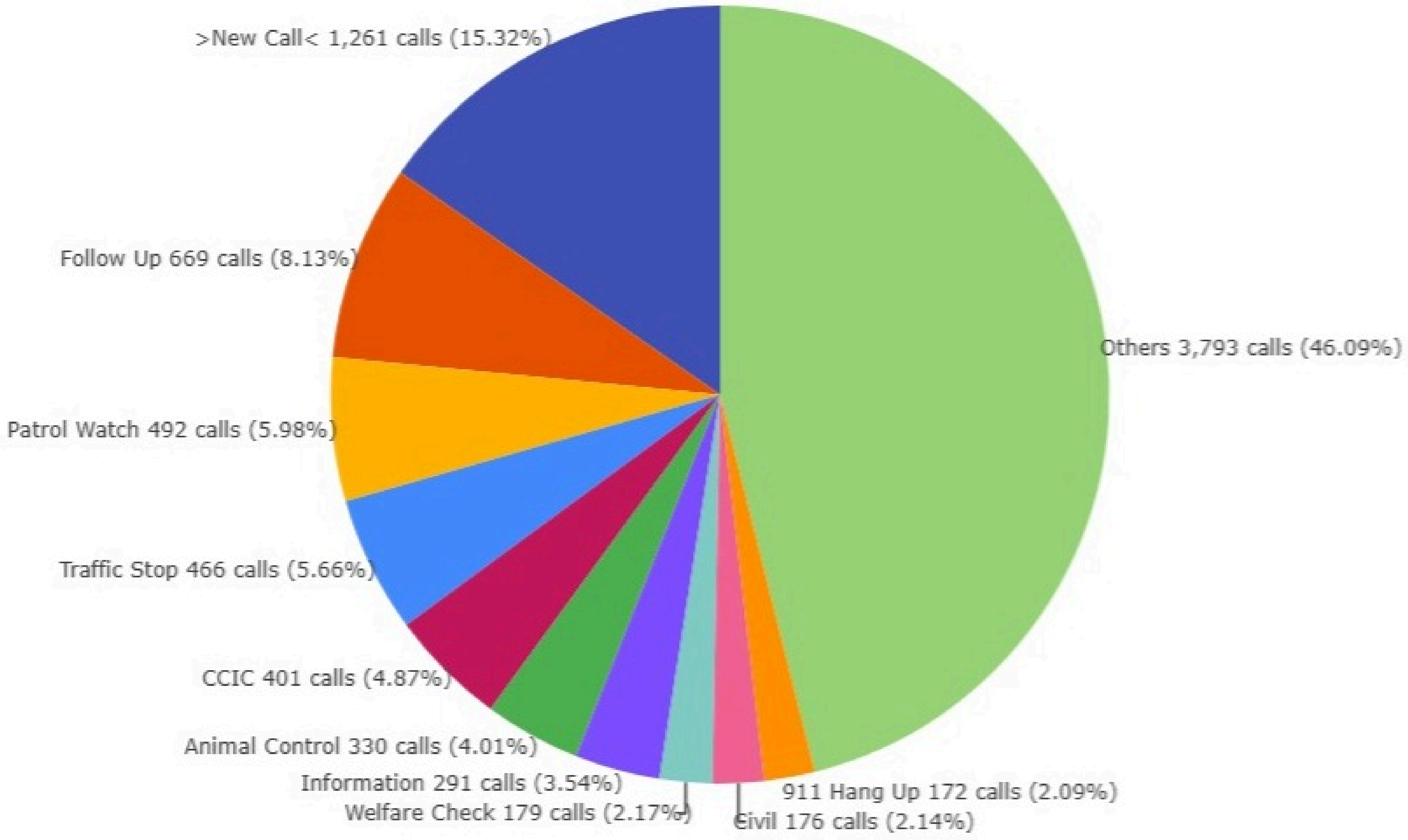
September 10- Tammy
September 17- Brenda
September 24- Q

August (2)

Complaint Address	Complaint	First Notice Sent	Comply By	Resolved?	Second Notice Sent	Comply By -	Resolved??	Summons Issued
	Site Visit							
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/24/2026	9/7/2026					
	Undesirable Growth	8/25/2026	9/7/2026					
	Site Visit			Yes				
	Site Visit			Yes				
	Site Visit			Yes				
	Site Visit			No				
	Animal Complaint							
	Animal Complaint							
	Accumulation of Trash							
	Site Visit			Yes				
	Animal Complaint							
	Undesirable Growth	8/26/2026	9/7/2026					
	Undesirable Growth	8/26/2026	9/7/2026					
	Undesirable Growth	8/26/2026	9/7/2026					
	Undesirable Growth	8/26/2026	9/7/2026					
	Undesirable Growth	8/26/2026	9/7/2026					
	Undesirable Growth	8/26/2026	9/7/2026					
	Undesirable Growth	8/26/2026	9/7/2026					
	Accumulation of Trash							

Calls for Service

8,230 calls



Showing calls for service within the specified time range from all agencies.
Data last updated **September 2, 2026 at 1:59 PM**. **Calls** is calculated by taking a **count of call_id**. This visualization shows **Calls** displayed by **Call Type** where **Created Date Time** is between **Aug 1, 2026 and Aug 31, 2026**.

CITY OF FLORENCE
City Clerk

September 8, 2026

Over the past month, the Clerk's Office continued to provide timely and efficient support to all departments, ensuring accurate recordkeeping, agenda preparation, and public meeting coordination. We maintained compliance with statutory requirements and continue to remain committed to improving internal workflows and supporting the City's operational needs.

Accomplishments

- Successfully completed multiple Colorado Open Records Act (CORA) requests by coordinating cross-departmental responses, organizing and verifying all required records, and ensuring timely, accurate, and fully statute-compliant delivery of information to requestors.
- Led the creation of a comprehensive and modernized Citywide Fee Schedule, consolidating all municipal fees into one transparent, accessible, and easy-to-use document for residents, staff, and Council.
- Contributed to the City's podcast, *The 81226 Report*
- Successfully completed the 2026 Pool Season. Thank you to Amanda Jones and all City employees for their collaboration, professionalism, and diligence in ensuring a safe and successful season for residents!
- Managed and coordinated the launch of the 2026 Pool Project, a City Council–initiated Capital Improvement Project. Oversaw early-phase planning, contractor communications, and documentation processes. Change orders are anticipated and will be communicated promptly as they are processed.
- Managed all components of project openings, bid postings, public notices, and award procedures while ensuring full compliance with municipal purchasing policies and maintaining transparent communication with vendors, staff, and the public.
- Completed all 2027 Budget anticipations for the Clerk's Department, including cost projections for approved software/systems, pool renovations, and upcoming Capital Improvement Projects.
- Completed Event Security Planning for Rural Communities training and am now working to integrate these principles into the City's Temporary Use Application review process to enhance public safety and consistency.
- Continued working toward the Master Municipal Clerk designation through active service on CMCA committees. Implemented new internal processes and provided data analysis to strengthen support systems and educational resources available to municipal clerks statewide.

Upcoming

- Advancing the City's fee schedule

Chief of Police - Florence Police Department
600 West 3rd St | Florence, CO 81226 | 719-784-3411 | Sean.humphrey@pd.florencecolorado.org

Florence Police Department Council Report

September 8, 2026 Council meeting

- Code Enforcement Ed & Matt working hard conducting several abatements
- Amanda Nelson has contacted several community colleges by sending out recruitment flyers for the position of Police Officer
- The speed trailer has been deployed in High Meadows, North Robinson Ave., 800 block East Main Street, Tanner Ave., and Brookeway. The trailer is usually deployed for approximately 1 week
- Shout-out to the Fremont County Sheriff's Office for answering the call to deploy their Drone to assist with the Florence Water Department.
- School back in session, and officers are stopping speeders in the school zones and writing tickets.
- Just received two brand new handheld radar units to replace the old and out-of-date radars.
- Received the new (TrafficSTAT) traffic Data collector, and it will be deployed soon in the areas in the community where we get complaints of consistent speeding.

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cityofflorence@florencecolorado.org
www.cityofflorenceco.gov
719-784-4848

Finance Department
Brandi Sheets, Finance Manager
Finance • Grants Administration
Economic Development • Community Vitality

Finance Manager, Brandi Sheets-

Meetings and Actions-

· Big Horn Round Table Steering Committee Meeting, RTAP grant meeting, Senior Coffee, Tech Start, SS4A Grant meeting, Finance Managers Lunch, KV Region 15 Governance Meeting, Farmers Market

· CEBT Renewal Meeting, FPPA Training

· Coordinated with Justin Whedon with Adventure Acres Foundation for trail connectivity and greater county collaboration in outdoor goals; Musser Funds Grant potential

· Payroll

· Economic Development/URA/Tiff research

-Hiring and Onboarding complete for new Evidence Tech position

-St. Josephs Manor meeting with State for potential use of Childcare Facility

-Economic Dev. Podcast with Lori

Upcoming-

·· Economic Development/URA/Tiff research/meetings with FEDC, Rick Harrmann, Downtown CO Inc.

· Economic Development grants research- Small Business, Downtown, Historic, Cemetery, Manor

- Two potential business outreach and conversations, one potential investor contacted and conversation continued

- Receive bids on future potential Community Vitality office (walk throughs complete)

-Budget

-Hazardous Household Waste Event Planning Meeting

CML

HR Training

City of Florence
Water Treatment Plant
571 County Road 100
Florence, CO 81226

Water Treatment Plant (719) 784-0618- City Hall (719) 784-4848

9-8-2026

Water Department Report

The Water Department continues routine treatment-plant and distribution system operations to provide safe, reliable water service while advancing key projects and initiatives that support the City's water infrastructure. This report highlights significant activities, major project updates, and other noteworthy accomplishments from the past month, along with any important issues requiring attention or follow-up.

Water Department Projects & Major Initiatives

Fremont County Airport Storm Drainage Project

- Due to unforeseen delays Fremont County now anticipates reaching the phase of the project requiring water line relocation this week.
- 3 Rocks Engineering has provided detailed construction drawings for the water line relocations.
- Core and Main has delivered all the parts that we have ordered for this project.

Risk & Resilience Assessment / Emergency Response Plan Updates

- The updated Risk and Resilience Assessment has been completed, and certification has been submitted to the United States Environmental Protection Agency.
- We are continuing to work with HR Green to update the Emergency Response Plan for submission to the EPA by December 31, 2026.

East Florence Master Meter Replacement Project

- Preliminary cost estimates have been received from Jacobs for the replacement of the existing East Florence master meter and backflow prevention assembly, as well as the installation of a bypass line.
- We plan to meet with East Florence soon to discuss the City's preferred approach, review the preliminary costs, and determine the appropriate next steps for moving the project forward.

- **Procurement** - Jacobs provided two preliminary cost options for the project, each representing a different approach and associated cost. Regardless of which option the City elects to pursue, the anticipated project cost will require the City to issue a Request for Proposals (RFP) and obtain competitive bids from qualified contractors for the work.

System-Wide Radio & Communications Upgrade

- The first phase of the project has been completed with an RF path survey to determine the most suitable radio communication system for connecting the water treatment plant with all remote facilities.
- The City issued Request for Proposals (RFP) for the communications upgrade with a project completion date of November 30th 2026.
- The mandatory pre-bid meeting was held August 25th, with final questions due August 31st. The bid opening was held on Wednesday September 3rd.

Bulk Water Station Access Code & PIN Implementation

- As of September 1st, the Water Department has issued 253 access codes and PINs for the bulk water station.

Significant Events & Unplanned Activities

Major Water Leak / Emergency Response on August 27th

- The Water Department responded to a significant and rapidly developing water loss initially believed to involve the regional water transmission line.
- The West Booster Station activated and operated continuously at approximately 600–1,400 GPM, resulting in a rapid water level decline in the West Tank and prompting an emergency response.
- The Water Department coordinated with available employees from all City departments, the Fremont County Sheriff's Office, and the Fremont County Emergency Manager to locate the source.
- Reports of low water pressure from west-side residents helped narrow the search area.
- The leak surfaced near Johnson Hill in the Dry Creek ditch at approximately 3:00–3:30 p.m.; crews located and isolated the failed section and immediately began repairs.
- Approximately 10 homes were temporarily without water service. City staff provided bottled water to affected residents during the repair.
- Water service was restored by approximately 10:00 p.m.
- This coordinated response allowed the City to locate and repair a major water loss within the same day while maintaining service to the remainder of the system.

Brandon Harris
Regional Water Superintendent