



FLORENCE CITY COUNCIL
Regular Meeting Agenda
Monday, August 3, 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) PRESENTATIONS

- a) San Juan Bautista Cemetery / Colorado State Register of Historic Properties

4) PUBLIC COMMENTS

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

5) CONSENT AGENDA

- a) Consider approving the minutes as written for the Regular City Council Meeting on July 20, 2026
- b) Consider approving City expenditures prepared on July 23, 2026, in the amount of \$66,592.05, and on July 31 in the amount of \$39,829.10.
- c) Consider approving the annual liquor license renewal for Paradise Liquor
- d) Consider approving the Temporary Use Permit for the Florence Merchants Association
- e) Consider approving the Temporary Use Permit for the Louie's Place
- f) Consider approving the Temporary Modification of Premises for Louie's Place
- g) Ratification of Emergency Facilities and Land Use Agreement with the USDA Forest Service for hydrant and water access during Aspen Acres Fire incident operations

6) OLD BUSINESS

- a) Consider adopting the second reading of Ordinance No. 6 – 2026, an Ordinance approving the designation of the First Baptist Church of Florence (Bell Tower) at 201 East 2nd Street as a Local Historic Landmark
- b) Consider adopting the second reading of Ordinance No. 7 – 2026, an Ordinance approving the designation of the Lobach Block at 125 East Main Street as a Local Historic Landmark

7) NEW BUSINESS

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

8) COUNCIL REPORTS

- a) City Council Reports
- b) City Manager Reports

9) EXECUTIVE SESSION(S): IF NECESSARY

Pursuant to C.R.S. § 24-6-402(4)(a), (b), and (e) to discuss real property lease interests, receive legal advice regarding City Hall lease agreements, and instruct negotiators regarding tenant agreements for the Chamber of Commerce and Florence Historical Archives.

Pursuant to C.R.S. §24-6-402(4)(b), an executive session for the purpose of conferencing with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions pertaining to any item listed on the agenda herein and/or any related discussion that may arise thereto. Such executive session may be entered into at any time or at any point on the agenda, if necessary and with the requisite Council approval.

10) ADJOURNMENT: Adjournment until the regular City Council Meeting
Monday, August 17, 2026.

COUNCIL ACTION FORM

MEETING DATE: AUGUST 3, 2026

STAFF REPORT: ASHLEY FOX, PLANNING DIRECTOR

Agenda Item: San Juan Bautista Cemetery / Colorado State Register of Historic Properties

Department: Planning

Background/Description:

History Colorado is the state's official historic preservation agency and serves as the State Historic Preservation Office (SHPO). The organization works to preserve and promote Colorado's history by providing technical assistance, education, grant opportunities, and oversight for preservation programs throughout the state.

In 2025, History Colorado initiated the Colorado Heritage for All Initiative, a statewide historic preservation effort focused on expanding the stories represented on the Colorado State Register of Historic Properties and ensuring that Colorado's historic record reflects the experiences, cultures, and contributions of all communities. Launched in recognition of Colorado's 150th anniversary of statehood, the initiative seeks to identify and recognize historic places associated with communities and stories that have been underrepresented in the historic preservation record, with the goal of adding 150 new historic places to the State Register by the end of 2026. History Colorado encouraged a community-driven approach for the Colorado Heritage for All Initiative, inviting communities to identify and recognize historic places that represent the diverse heritage of Coloradans and contribute to a more inclusive preservation record throughout the state.

Staff Comments:

In 2025, staff began the process of exploring whether the San Juan Bautista Cemetery may be eligible for historic designation through History Colorado. A Preliminary Property Evaluation Form was initiated to begin the review process and provide background information regarding the cemetery's history and significance. Based on the information provided, History Colorado determined that the property could potentially be eligible for designation and encouraged further consideration through the State Register nomination process.

Staff presented the opportunity to pursue a State Register nomination for the San Juan Bautista Cemetery to the Florence Historic Preservation Commission, and the Commission expressed support for moving forward with the effort. Following several months of research, documentation, and review of historical resources, the nomination was completed and submitted to History Colorado in May 2026 for formal consideration.

The nomination was successfully reviewed by the Colorado State Register Review Board and the Colorado Historic Preservation Review Board on July 17, 2026. Following the Review Boards' recommendation for approval, the nomination advanced through History Colorado's final review process. San Juan Bautista Cemetery was then officially listed on the Colorado State Register of Historic Properties on July 22, 2026.

San Juan Bautista Cemetery was determined eligible for listing on the State Register of Historic Properties under Criterion A – Ethnic Heritage (Hispanic), in the area of Exploration/Settlement, for its association with significant historic events and patterns of development that reflect the contributions of the Hispanic community to the growth of Florence and the surrounding region.



FLORENCE CITY COUNCIL
Regular Meeting Minutes
Monday, July 20, 2026, 6:30 PM

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<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	Absent
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, Finance Manager Brandi Sheets, and Water Superintendent Brandon Harris.

3) PRESENTATIONS

a) Presentation of the 2025 Audit

Uli Keely of Prospective Solutions presented the City of Florence's 2025 financial audit report. The report included a Management Discussion and Analysis that has a summarized report of the 2025 financials and funds. She then elaborated on the financial statements and different fund balances.

4) PUBLIC COMMENTS

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

Susie Berardi- 561 N. Robinson Avenue

Inquired about a modification to the Pioneer Museum's OAFP grant, and if they could purchase a different piece of equipment than previously requested.

Cathey Young- 220 E. 6th Street

Expressed concerns over local code enforcement violations.

Sue Kinzer- 302 Wilson Avenue

Voiced concerns over increased local bear activity.

5) CONSENT AGENDA

- Consider approving the minutes as written for the Regular City Council Meeting on July 13, 2026
- Consider approving City expenditures prepared on July 16, 2026, in the amount of \$277,050.42.
- Consider approving the Temporary Use Permit for the Florence Pioneer Association
- Consider authorizing the Pioneer Day Association to utilize CIRSA's Special Event Liability Insurance coverage with full cost reimbursement

- e) Consider approving the revised Temporary Use Application for the America's Parade Committee

Councilor Mergelman requested item 4e be removed from the Consent Agenda.

Councilor Stone motioned to approve the Consent Agenda items 4a through 4d. Councilor Gardner seconded. With the Councilmembers voting in favor of the motion, the motion carried.

Councilor Mergelman voiced concerns over scheduling conflicts with the local fair.

Councilor Stone motioned to Approve the revised Temporary Use Permit for the America's Parade Committee (as presented), provide the parade with special event coverage, provide street closure set up/breakdown, Police Officer presence at CO HWY 115 entry/closure points, and collaborate city resources with the committee volunteers. Councilor Mergelman seconded. With the Councilmembers voting in favor of the motion, the motion carried.

6) NEW BUSINESS

- a) Consider adopting Ordinance No. 6 – 2026, an Ordinance approving the designation of the First Baptist Church of Florence (Bell Tower) at 201 East 2nd Street as a Local Historic Landmark

Planning Director Ashley Fox reported on the Local Historic Landmark for 201 East 2nd Street. The Historic Planning Commission unanimously approved the application for City Council's approval on June 30, 2026.

Beverley Little- 5104 Woodlawn

Reported on the historic significance of the Bell Town, including architectural history and building utilization.

Councilor MacKinnon motioned to move that the Florence City Council approve the first reading of Ordinance No. 6 - 2026, designating the First Baptist Church of Florence (Bell Tower) as a Local Historic Landmark and listing it on the Local Historic Registry, based on the findings of fact outlined in Chapter 15.60.080 of the Florence Municipal Code, and in consideration of the recommendation of the Historic Preservation Commission and the testimony during the City Council public hearing.

Seconded by: Councilor Stone

6 Ayes

Motion Passed: 6 - 0

- b) Consider adopting Ordinance No. 7 – 2026, an Ordinance approving the designation of the Lobach Block at 125 East Main Street as a Local Historic Landmark

Planning Director Ashley Fox reported on the Local Historic Landmark for the Lobach Block at 125 East Main Street. The Historic Planning Commission unanimously approved the application for City Council's approval on June 30, 2026.

Councilor MacKinnon motioned to move that the Florence City Council approve the first reading of Ordinance No. 7 - 2026, designating the Lobach Block as a Local Historic Landmark and placing it on the Local Historic Registry, based on the findings of fact outlined in Chapter 15.60.080 of the Florence Municipal Code, and in consideration of the recommendation of the Historic Preservation Commission and the testimony during the City Council public hearing.

Seconded by: Councilor Gardner

5 Ayes, 1 Abstain

Motion Passed: 5 - 0

- c) Consider adopting Resolution No. 9 - 2026, a Resolution establishing a Drought Response Plan for the City of Florence, Colorado

City Manager Lori Cobler elaborated on the Drought Response Plan's modification to be more inclusive and consistent for Bulk Water Station users, outlined specifically in Level 4.

Mayor Wolfe confirmed the pricing implications still applied to Bulk Water Station users.

Councilor Mergelman motioned to adopt Resolution No. 9- 2026, a Resolution establishing a Drought Response Plan for the City of Florence, Colorado, as presented.

Seconded by: Councilor Vanhoutan

6 Ayes

Motion Passed: 6 - 0

7) **COUNCIL REPORTS**

- a) City Council Reports

Councilor Mergelman attended FEDC and reported on the upcoming Fremont County Fair.

Councilor Gardner attended the 62nd birthday party for the Pioneer Museum and expressed excitement for the Chip and Seal Project.

Councilor Stone attended the Museum's birthday and announced a 150/250 celebration on August 28th to recognize local historic landmarks.

Mayor Wolfe attended the birthday party as well.

- b) City Manager Reports

City Manager Cobler reported the Aspen Acres Fire organization would discontinue status postings at City Hall and Big D's Superfoods due to good containment numbers. The City has a Drought Town Hall scheduled, and a Farmers Market booth for the duration of the summer.

8) **EXECUTIVE SESSION(S): IF NECESSARY**

Pursuant to C.R.S. §24-6-402(4)(b), an executive session for the purpose of conferencing with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions pertaining to any item listed on the agenda herein and/or any related discussion that may arise thereto. Such executive session may be entered into at any time or at any point on the agenda, if necessary and with the requisite Council approval.

9) **ADJOURNMENT:** Adjournment until the regular City Council Meeting Monday, August 3, 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 7:35 p.m.

CITY OF FLORENCE, CO

BY: _____
Steve Wolfe, Mayor

RESPECTFULLY SUBMITTED: _____
Cortlyne Huppe, City Clerk

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
122	MOHR'S	18997	0144003500	NAME PLATE	1	07/20/2026	23.75	.00	23.75	46921	07/23/2026
Total 122:							23.75	.00	23.75		
323	PITNEY BOWES INC PUR	1029675764	0241503100	postage	1	06/28/2026	762.99	.00	762.99	20260729	07/15/2026
Total 323:							762.99	.00	762.99		
916	MARTIN AND WOOD	29098	0243707890	Union Ditch Diversion draft	1	06/30/2026	64.75	.00	64.75	46913	07/23/2026
Total 916:							64.75	.00	64.75		
923	ALSCO	LDEN331678	0140608750	FLOOR MAT	1	07/15/2026	76.86	.00	76.86	46909	07/23/2026
		LDEN331678	0143102000	UNIFORM RENTAL-Street	1	07/15/2026	256.45	.00	256.45	46909	07/23/2026
Total 923:							333.31	.00	333.31		
1160	RIVER VALLEY PLUMBIN	I-51864-1	0444152200	repair at pool boiler	1	07/15/2026	244.24	.00	244.24	20260803	07/21/2026
Total 1160:							244.24	.00	244.24		
1253	AT & T MOBILITY	2872703950	0142105000	Water Tower	1	07/06/2026	86.96	.00	86.96	46911	07/23/2026
Total 1253:							86.96	.00	86.96		
1718	BLACK HILLS ENERGY	0520289929	0143107540	STREET LIGHTS	1	06/30/2026	87.19	.00	87.19	20260703	07/08/2026
		0872425770	0243507640	NEW RAW WATER PUMP	1	07/02/2026	14,391.09	.00	14,391.09	20260702	07/08/2026
		2439373063	0243507600	MINNEQUA CANAL PUMP	1	07/02/2026	5,956.40	.00	5,956.40	20260703	07/08/2026
		2985218401	0140608510	CITY SHOP	1	07/02/2026	289.13	.00	289.13	20260702	07/08/2026
		3075375677	0145207830	QUARTZ PARK	1	07/02/2026	21.45	.00	21.45	20260702	07/08/2026
		5372636848	0243507620	W PUMP STATION	1	07/02/2026	211.37	.00	211.37	20260702	07/08/2026
		6887028421	0140608632	North Plant	1	07/02/2026	258.91	.00	258.91	20260703	07/08/2026
		7844257155	0243507660	PUMP @ RIVER	1	07/02/2026	1,839.56	.00	1,839.56	20260702	07/08/2026
		8398746140	0143107540	STREET LIGHTS	1	06/30/2026	8.67	.00	8.67	20260703	07/08/2026
		8763452423	0143107540	STREET LIGHTS	1	06/30/2026	119.53	.00	119.53	20260703	07/08/2026
		8890269732	0145207830	PIONEER PARK	1	07/02/2026	88.57	.00	88.57	20260702	07/08/2026
		9423297176	0145207830	PAVILION	1	07/02/2026	39.57	.00	39.57	20260702	07/08/2026

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		9740686534	0444151800	POOL	1	07/02/2026	1,268.74	.00	1,268.74	20260702	07/08/2026
	Total 1718:						24,580.18	.00	24,580.18		
1965	PRAIRIE MOUNTAIN medi	0000455777	0141107300	Public hearing	1	06/30/2026	182.70	.00	182.70	46898	07/15/2026
	Total 1965:						182.70	.00	182.70		
2496	TAYLOR MECHANICAL	1260708904	0140608750	AIR CONDITIONER REPAI	1	07/08/2026	135.00	.00	135.00	46903	07/15/2026
	Total 2496:						135.00	.00	135.00		
2614	Amnet Inc.	19896	0141505050	admin	1	07/15/2026	6,576.00	.00	6,576.00	46910	07/23/2026
		19896	0141505600	TEAMS mitigation	2	07/15/2026	410.93	.00	410.93	46910	07/23/2026
		19896	0141506600	admin cybersecurity	3	07/15/2026	3,710.00	.00	3,710.00	46910	07/23/2026
		19896	0141505050	admin microsoft	4	07/15/2026	1,285.75	.00	1,285.75	46910	07/23/2026
		19896	0141506600	admin cybersecurity last pa	5	07/15/2026	84.00	.00	84.00	46910	07/23/2026
		19896	0142103100	police Teams phone	6	07/15/2026	371.63	.00	371.63	46910	07/23/2026
		19896	0241506600	water cybersecurity monthl	7	07/15/2026	380.00	.00	380.00	46910	07/23/2026
		19896	0444152300	pool firewall	8	07/15/2026	210.00	.00	210.00	46910	07/23/2026
		19896	0143104550	public works24 port switch	9	07/15/2026	125.00	.00	125.00	46910	07/23/2026
		19896	0141505050	admin harddrive install and	10	07/15/2026	1,544.43	.00	1,544.43	46910	07/23/2026
	Total 2614:						14,697.74	.00	14,697.74		
2803	Prospective Business Solut	1571	0241505500	Audit Reports	1	07/15/2026	550.88	.00	550.88	46915	07/23/2026
	Total 2803:						550.88	.00	550.88		
2871	Core & Main	Z322248	0243807940	Water equipment	1	07/09/2026	2,839.20	.00	2,839.20	46924	07/23/2026
		Z322286	1743107510	Culvert Pipes	1	07/06/2026	252.00	.00	252.00	46912	07/23/2026
	Total 2871:						3,091.20	.00	3,091.20		
2930	METRON-FARNIER, LLC	992426240	0243807920	Water distrubution supplies	1	07/15/2026	10.00	.00	10.00	46914	07/23/2026
	Total 2930:						10.00	.00	10.00		
2970	TK Elevator Corporation	3009619856-	0140608420	Elevator Maintaince 4 Qrt	1	07/21/2026	591.33	.00	591.33	20260803	07/21/2026

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 2970:							591.33	.00	591.33		
3114	Wyatt Legal Services PLLC	487	0243707890	City Attorney	1	07/01/2026	9,106.76	.00	9,106.76	20260730	07/15/2026
Total 3114:							9,106.76	.00	9,106.76		
3171	PVS DX INC.	737002026-2	0243458510	Sodium Hypo 10%	1	07/07/2026	9,000.79	.00	9,000.79	46899	07/15/2026
Total 3171:							9,000.79	.00	9,000.79		
3194	Miss Independent Distributi	658903540	0444152400	Little Debbie- Pool Conces	1	06/24/2026	324.00	.00	324.00	46922	07/23/2026
		658903628	0444152400	Little Debbie- Pool Conces	1	07/10/2026	144.00	.00	144.00	46922	07/23/2026
Total 3194:							468.00	.00	468.00		
3261	Quench USA , INC	INV11096064	0141503000	Water coolers	1	07/11/2026	249.27	.00	249.27	20260729	07/15/2026
Total 3261:							249.27	.00	249.27		
3313	Tye Dye Sheep LLC	000172	0141505050	Podcast	1	07/07/2026	550.00	.00	550.00	46905	07/15/2026
Total 3313:							550.00	.00	550.00		
3314	Joe Sanders	BACK PAY	0145201100	Reimbursement pay	1	07/23/2026	62.20	.00	62.20	46886	07/23/2026
Total 3314:							62.20	.00	62.20		
3315	Ryan	7.15.26	0135001000	Refund from Court	1	07/15/2026	300.00	.00	300.00	46916	07/23/2026
Total 3315:							300.00	.00	300.00		
3316	Tailored West	FLAGS 7.16.	0144007400	Flags forLocal Historic Pro	1	07/16/2026	1,500.00	.00	1,500.00	46917	07/23/2026
Total 3316:							1,500.00	.00	1,500.00		
Grand Totals:							66,592.05	.00	66,592.05		

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
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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
201	ATMOS ENERGY	3016435394	0140608751	MUNI CENTER	1	07/10/2026	93.33	.00	93.33	20260803	07/21/2026
		3016936816	0243607710	Filtration Plant	1	07/10/2026	39.78	.00	39.78	20260803	07/21/2026
Total 201:							133.11	.00	133.11		
916	MARTIN AND WOOD	29097	0243707890	ENG fees	1	06/30/2026	323.75	.00	323.75	46931	07/29/2026
Total 916:							323.75	.00	323.75		
1203	SE WATER ACTIVITY ENT	EN2Q26-04	0249509062	ENLARGEMENT COSTS	1	07/16/2026	850.68	.00	850.68	46925	07/23/2026
		MC2Q26-11	0249509063	excess cap	1	07/17/2026	1,593.91	.00	1,593.91	46925	07/23/2026
Total 1203:							2,444.59	.00	2,444.59		
1718	BLACK HILLS ENERGY	07142026	0144207700	CEMETERY SPRINKLERS	1	07/14/2026	67.61	.00	67.61	20260804	07/29/2026
		1645566418	0243557650	2 MG TANK	1	07/08/2026	22.34	.00	22.34	20260729	07/14/2026
		2010553787	0243557693	BULK WATER STATION	1	07/08/2026	32.92	.00	32.92	20260728	07/14/2026
		2273109055	1446602600	CONCESSION STAND	1	07/08/2026	50.56	.00	50.56	20260729	07/14/2026
		4125488554	0243557670	SOUTH PLANT	1	07/08/2026	292.00	.00	292.00	20260728	07/14/2026
		4240921842	0143107540	STREET LIGHTS	1	07/08/2026	1,035.74	.00	1,035.74	20260728	07/14/2026
		4388081497	0145207830	SKATE PARK	1	07/08/2026	111.91	.00	111.91	20260728	07/14/2026
		4402785897	0140608753	MUNI ANNEX	1	07/08/2026	59.82	.00	59.82	20260729	07/14/2026
		4905461526	0143107540	STREET LIGHTS	1	07/08/2026	1,199.04	.00	1,199.04	20260729	07/14/2026
		5427493790	0145207830	TRIANGLE PARK	1	07/08/2026	21.59	.00	21.59	20260728	07/14/2026
		5509677786	1446602600	WILCOX LIGHTS	1	07/08/2026	42.84	.00	42.84	20260728	07/14/2026
		5796648483	0140608751	MUNI CENTER	1	07/08/2026	3,926.22	.00	3,926.22	20260728	07/14/2026
		6649764712	0243557660	S RESERVOIR PUMP	1	07/08/2026	20.82	.00	20.82	20260728	07/14/2026
		7296507422	0243557690	NEWLIN CABIN	1	07/08/2026	130.93	.00	130.93	20260728	07/14/2026
		7723236321	0243507640	NEW SOUTH PLANT	1	07/08/2026	12,849.74	.00	12,849.74	20260729	07/14/2026
		9725605064	0145207830	LIONS PARK	1	07/08/2026	23.04	.00	23.04	20260729	07/14/2026
Total 1718:							19,887.12	.00	19,887.12		
2219	CHARTER COMMUNICATI	2551355010	0444152000	pool	1	07/21/2026	206.11	.00	206.11	46926	07/29/2026
Total 2219:							206.11	.00	206.11		

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
2871	Core & Main	Z149290	0243807940	East Florence Meter	1	07/22/2026	6,781.56	.00	6,781.56	46927	07/29/2026
Total 2871:							6,781.56	.00	6,781.56		
2947	SECOM, INC	AUGUST 202	0241505000	Internet	1	07/27/2026	70.16	.00	70.16	46933	07/29/2026
Total 2947:							70.16	.00	70.16		
3008	Great American Financial S	42541778	0141503500	standard payment	1	07/27/2026	337.00	.00	337.00	46928	07/29/2026
Total 3008:							337.00	.00	337.00		
3128	Lynn Rae	07/27/2026	0141105700	City/City/County Lunch Rei	1	07/27/2026	220.45	.00	220.45	46930	07/29/2026
Total 3128:							220.45	.00	220.45		
3231	Grindle Upholstery	475314	0143104500	headliner and seat reuphol	1	07/29/2026	450.00	.00	450.00	46929	07/29/2026
Total 3231:							450.00	.00	450.00		
3233	Down to Earth Tree Servic	EAST 2ND M	0143107571	East 2nd and McCandles T	1	07/21/2026	2,150.00	.00	2,150.00	46923	07/23/2026
Total 3233:							2,150.00	.00	2,150.00		
3257	Robert S Willett , ESQ	014	0141203700	july Prosectuor 2026	1	07/26/2026	975.00	.00	975.00	46932	07/29/2026
Total 3257:							975.00	.00	975.00		
3262	DKHorn Engineering & Des	22884	0757708100	Pioneer Park Bathroom Pr	1	07/27/2026	5,751.25	.00	5,751.25	20260804	07/29/2026
Total 3262:							5,751.25	.00	5,751.25		
3317	Business Branding	832160	0144003500	branded shirts	1	07/23/2026	25.00	.00	25.00	46920	07/23/2026
		832160	0143103500	branded shirts	2	07/23/2026	25.00	.00	25.00	46920	07/23/2026
		832160	0141503000	branded shirts	3	07/23/2026	49.00	.00	49.00	46920	07/23/2026
Total 3317:							99.00	.00	99.00		
Grand Totals:							39,829.10	.00	39,829.10		

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
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Report Criteria:
Detail report type printed

COUNCIL ACTION FORM

MEETING DATE: AUGUST 3, 2026

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider approving the annual liquor license renewal for Paradise Liquor

Department: Administration

Staff Recommendation:

Approve the annual liquor license renewal for Paradise Liquor

Background/Description of Item:

Green Parrot Lounge is located at 201 East Main Street. The applicant has submitted all required renewal documentation.

Financial Impact:

The City fee for this application was \$122.50

Suggested Motion:

Approve the annual liquor license renewal for Paradise Liquor

COUNCIL ACTION FORM

MEETING DATE: AUGUST 3, 2026

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider approving the Temporary Use Permit for the Florence Merchants Association

Department: Administration

Staff Recommendation:

Approve the Temporary Use Permit for the Florence Merchants Association

Background/Description of Item:

The Florence Merchants Association has submitted a Temporary Use Permit requesting to close specific streets and utilize City property for a “FloCo Fall Fest & Street Market”.

The Temporary Use Permit lists the following dates/times:

- Main Street/Highway 115 Closure: October 10, 2026, 7:00 AM to 4:00 PM

The temporary street closure for the fall festival would take place on Main Street between Santa Fe and Petroleum Avenue. Specifics regarding these modifications can be found on the attached map.

Upon approval, street closure maps and details will be shared with the Colorado State Patrol, Fremont County Emergency Management, Fremont County Dispatch, Florence Police Department, and Florence Fire Protection District.

Financial Impact:

None

Attachments:

- Temporary Use Permit
- Proposed Street Closures/Maps

Suggested Motion:

Approve the Temporary Use Permit for the Florence Merchants Association, as presented, contingent upon proof of Special Event coverage.



TEMPORARY USE PERMIT APPLICATION

City of Florence
600 W. Third Street
Florence, CO 81226
www.cityofflorenceco.gov

REQUEST TO USE PUBLIC RIGHT-OF-WAY OR REQUEST FOR SPECIAL EVENT ON PUBLIC PROPERTY

All applications require City Council approval and must be submitted 30 days prior to the event date.

Fee _____
Permit No. _____

APPLICANT INFORMATION

Name(s) Florence Merchants Association
Contact Sarah Gossage
Address 203 W. Main St
City Florence State CO Zip 81226
Phone 719-323-5199 Email Sarah.gossage01@gmail.com

EVENT COORDINATOR INFORMATION (If different from applicant, contact must be reachable on event day.)

Name(s) _____
Contact _____
Address _____
City _____ State _____ Zip _____
Phone _____ Email _____

SITE INFORMATION

Facilities to be utilized Main St from Maple Ave. to Petroleum Ave.
Property Address Main St/Florence Current Land Use city street

USE SPECIFICATIONS

Type of Use/Activities to Take Place Fall Festival & Street Market
Name of Event FLOCO Fall Fest & Street Market
Days and Hours of Operation Oct 10, 2026 9am - 4pm
Starting Date/Time 10/10 7am (set up) Ending Date/Time 10/10 4pm
Include time needed for setup and cleanup
Anticipated # of attendees 200 Anticipated # of workers/volunteers 12
Cost of attendance \$ 0.00 Anticipated # of vendors 75

SIGNATURE

I/We, am/are the applicant for use of the aforementioned property. By execution of my/our signature, I/we do hereby officially apply for a temporary use permit as indicated above.

Signature: Sarah Gossage Date 7-1-26



APPLICATION QUESTIONS AND SUBMITTAL REQUIREMENTS

Yes No

- yes 1. Completed application packet.
- yes 2. Application Fee(s) Paid.
- yes 3. Are you, the Applicant, in good standing with the City
- yes 4. Scaled site plan or map showing all existing and proposed structures and/or enclosures.
- n/a 5. State Tax ID / Health Inspection Certificate / Any other applicable licenses.
- yes 6. Proof of signatures (petition) of adjacent property owners affirming consent to have the street closed for the event or activity.
- no 7. Will you be selling alcohol
For Temporary Uses with alcoholic beverages please call the City Clerk for State regulated information.*
- emailed yes 8. Established emergency, security, medical, and handicap parking plan details.
- no 9. Will you be setting up temporary structures such as staging, tents, temporary lighting or flags on the property Will inflatable displays, bounce houses, hot air balloons or similar devices be used at your event *If yes, please provide proof of the Public Works Department's approval.*
- no 10. Will you need access to park water (available at some locations for \$0/event)
- no 11. Will you need access to park electricity (available at some locations for \$0/event)
- no 12. Will you be providing your own generator for power
If yes, please indicate where the generator will be placed on your site plan.
- yes 13. Do you plan to provide trash receptacles at your event



City of Florence
600 W. Third Street
Florence, CO 81226
www.cityofflorenceco.gov

AFFIDAVIT OF APPLICATION

I, Sarah Gossage am authorized to represent and bind the above listed applicant, and certify as follows:

1. That the information contained in this Special Event Application is true and correct to the best of my knowledge.
2. That the applicant, has read, understands and agrees to comply with the rules and regulations governing the proposed special event as set forth by the City of Florence.
3. To comply with all other laws, rules, regulations and requirements of the City, County, State, and Federal governments, and any other applicable entity which may pertain to or govern the use of the event venue and the overall conduct of the special event.
4. The applicant acknowledges that the acceptance of any plans required as a part of the Special Event Application does not constitute an approval or an acknowledgment by the City or the adequacy of the information contained in the plans.
5. To pay all applicable fees and/or taxes, and understands that the payment of any such taxes shall not reduce any consideration paid to the City pursuant to this special event or any other related permit.
6. I/We acknowledge that special events are required to meet all listed regulations and are the responsibility of the applicant.
7. Cancellations requested less than 15 days prior to the event will lose 50% of the deposit. Cancellations requested less than 7 days prior to the event will not receive a refund. The requests for refunds will be considered on an individual basis. Refunds will not be issued due to weather conditions existing on your event date.
8. I/We acknowledge that the Event Coordinator must be on-site of the event at ALL times.

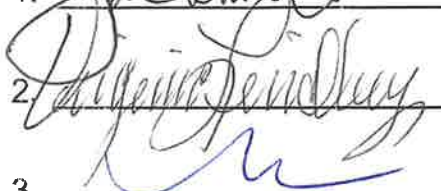
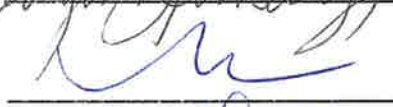
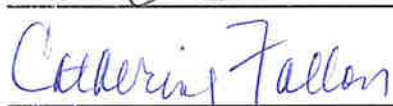
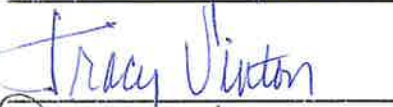
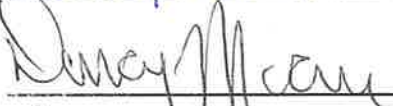
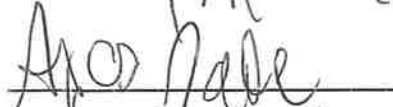
SIGNATURE

I/We, am/are the applicant for use of the aforementioned property. By execution of my/our signature, I/we do hereby officially apply for a temporary use permit as indicated above.

Signature: Sarah Gossage Date 7-1-26
Print Name of organization contact: Sarah Gossage

PETITION FOR TEMPORARY USE APPLICATION

I, Florence Merchants, do hereby state that I am an adjacent property owner or tenant of the subject location, and support the application submitted by the applicant below:

	Signature	Printed Name of owner or tenant	Address
1.		<u>Lynn Lemmon-Oliver</u>	<u>Blue Spruce 205 W. Main</u>
2.		<u>Virginia Lindley</u>	<u>124 E. Main</u>
3.		<u>Mary McGrail</u>	<u>118 E. Main</u>
4.		<u>Tom Cleveland</u>	<u>120 E. Main</u>
5.		<u>Cole Cheek</u>	<u>116 E. Main</u>
6.		<u>Catherine Fallon</u>	<u>105 W Main</u>
7.		<u>Tracy Vinton</u>	<u>105 W. Main</u>
8.		<u>Darcy Moore</u>	<u>109 W Main</u>
9.		<u>Alyas Jade Beard</u>	<u>119 W Main</u>
10.		<u>Skip Older</u>	<u>127 W. Main</u>

SIGNATURE OF CIRCULATOR:

Signature: _____

Date: _____

7-2-2026

PETITION FOR TEMPORARY USE APPLICATION

I, _____, do hereby state that I am an adjacent property owner or tenant of the subject location, and support the application submitted by the applicant below:

	Signature	Printed Name of owner or tenant	Address
	<u>Paul R Perry</u>	<u>PAUL R. PERRY</u>	<u>1318 W. MAIN, FLORENCE</u>
2.	<u>Boq Ht</u>	<u>Bailey Hunt</u>	<u>115 E main</u>
3.	<u>Darlene Coley</u>	<u>Darlene Colyer</u>	<u>115 E Main</u>
4.	<u>Sarah J Gossage</u>	<u>Sarah J Gossage</u>	<u>203 W. Main St</u>
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____

SIGNATURE OF CIRCULATOR:

Signature:  Date 7-2-2020

FloCo Fall Festival and Street Market

Prepared By: Florence Merchants Association

1. Overview: Florence Merchants Associations Fall Festival and Street Market will include music, food trucks, carnival games, vendors and booths, as well as an Emergency Operations Plan in coordination with emergency response agencies, if necessary.
2. Objectives: Ensure the safety and well-being of all attendees, vendors, and volunteers. Coordinate effective communication and response among emergency providers including the Fire Dept. and the Police Dept. Mitigate and manage risks related to medical emergencies, traffic, and potential security threats. We will establish clear protocols for incident response and evacuation, if necessary.
3. Participating Agencies related to the event: Merchants Association- coordinating the event in compliance with all regulatory needs. Police Dept- crowd management, law enforcement, incident response and emergency dispatch. Fire Dept- EMS services and coordination of vendor setup to remain compliant in case of necessity for emergency vehicles to enter closed area. City clerk/administration- coordination of permits, vendor management, public communications, city event approval. Public Works- road closures coordination for barricades at start and end of event day of. (A Fall Festival Committee member will be present day of from time barricades go up until they go down)
4. Emergency Medical Services: 911 will be used in case of any emergencies. Fire District is located on one end of Main Street event. Designated Emergency routes will be left maintained and unobstructed at all times.
5. Traffic & Crowd Control: Road closures will be in place per the approved plans of the Public Works and Police Dept. Traffic barricades and detours will be clearly marked. The Florence Police Dept will monitor foot traffic and crowd control if necessary.
6. Communications: In case of major insurances the Police Dept and/or Fire Dept will coordinate public messaging. Florence Police Dept- Emergency Dispatch (911 OR 719-784-3411 opt. 7) Fire and EMS (911)

7. Handicap Parking will be available on all side streets.

Event Detail Plan

Created by the Florence Merchants Association for the Fall
Festival and Street Market

1. Event Location and Schedule Overview: Downtown Main Street (from Petroleum Ave to Maple Ave)
Date: October 10th 2026
Hours: 9AM to 4PM (barricades 6AM to 5PM)
2. Parking: there will be handicap parking available along the side streets. Public parking available along 2nd street and beyond. Vendors will be allowed inside the barricades with their vehicles to unload wares. They must then move their vehicles to available public parking outside of the barricades. Vehicles will not be allowed in after 830AM for safety. We plan on having a tow truck, just in case. We will also be doing at least two rounds of notices for businesses/ residents along the closure area. At least one upon approval by the city for closure, alerting well ahead, and at least one other on October 1st.
3. Vendor Coordination Plans: Vendor booths will be marked down the middle of the street and assigned by the Fall Festival Committee. We do plan to have vendor booths down the entirety. Booth placement will be in compliance with the Fire/Police Dept requirements for emergency response. Vendors expected include- Food Trucks/Booths, Artisan/Craft Booths, Antique Booths. Requirements of vendors include- completed application (and any required documentation necessary), paid fees, weights for tents/canopies. Setup will be from 7AM to 9AM with no vehicles allowed after 830AM or before 4PM. Breakdowns can begin no earlier than 3PM.
4. Sanitation, Restrooms, Trash: Twin Enviro will be providing our porta potties (including an ADA compliant) as well as a dumpster. New this year, Volunteers will walk the event area every 2 hours and collect trash from the bins and throw it into the dumpster to avoid overflow/leftover trash. Cans will be checked after breakdowns as well to ensure no city cans are left filled at end of event.

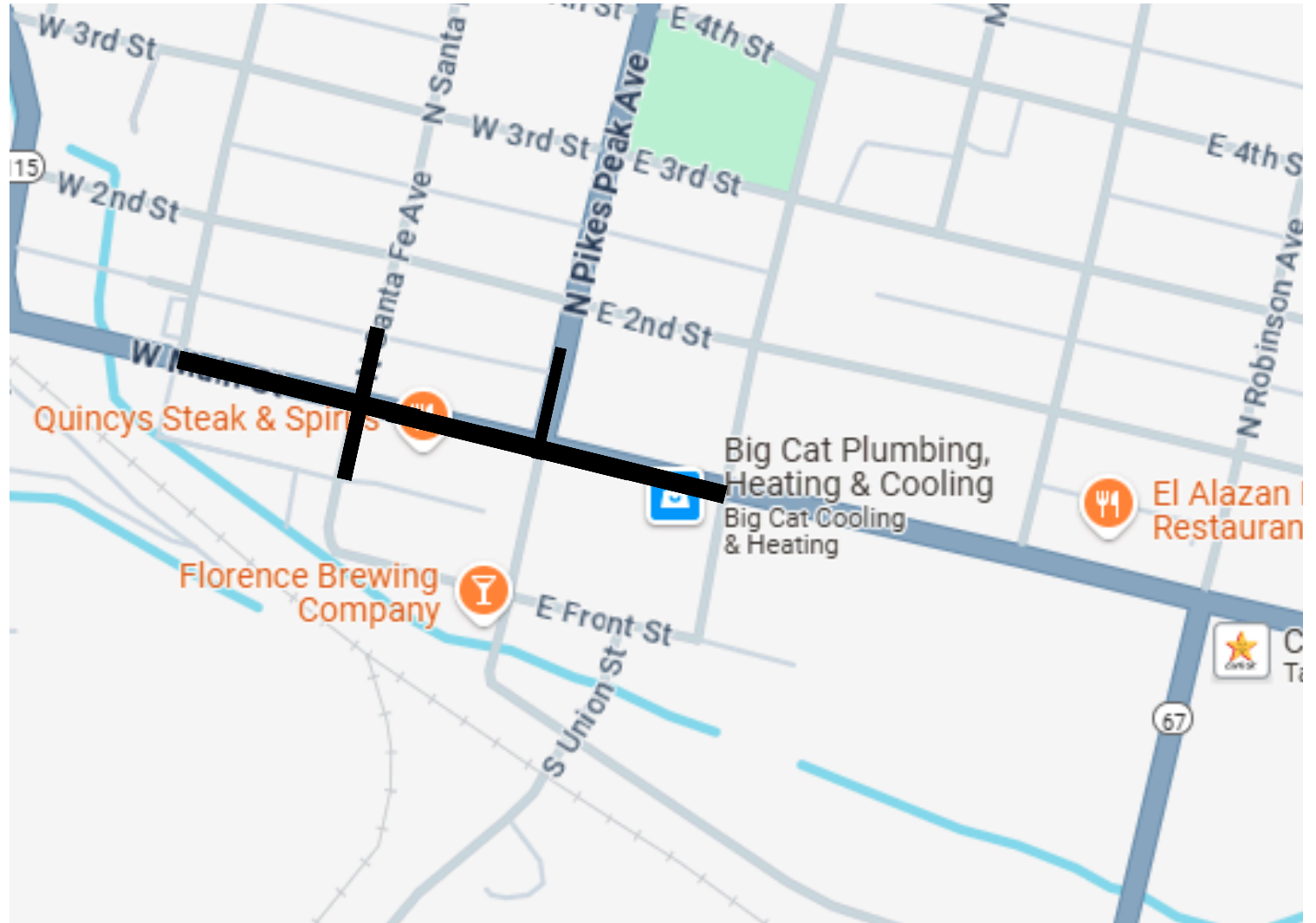
5. Alcohol: Our event will not be selling or permitting alcohol inside its event area
6. Additional Event Details: Fall Festival is designed to bring a different type of market to Florence and the surrounding areas as well as more hands-on experiences with our activities such as the different carnival games.

Fall Festival & Street Market

Florence Merchants Association

October 10, 2026

Road Closure:



COUNCIL ACTION FORM

MEETING DATE: AUGUST 3, 2026

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider approving the Temporary Use Permit for Louie's Place

Department: Administration

Staff Recommendation:

Approve the Temporary Use Permit for Louie's Place, as presented.

Background/Description of Item:

Louies has submit a Temporary Use Permit requesting to close specific streets within the City of Florence.

The Temporary Use Permit lists the following dates/times:

- September 19, 2026, 3 AM to 12 AM

The temporary street closures would take place solely on the 100 block of South Pikes Peak. This Temporary Use Permit will coincide with Louie's Report of Changes application required by the Colorado Department of Revenue. Specifics regarding the street closures can be found on the attached map.

Upon approval, street closure maps and details will be shared with the Colorado State Patrol, Florence Police Department, Fremont Emergency Management, Fremont County Dispatch, and Florence Fire Protection District.

Financial Impact:

None

Attachments:

- Temporary Use Permit
- Proposed Street Closure Maps

Suggested Motion:

Approve the Temporary Use Permit for Louie's Place, as presented, contingent on proof of Special Events coverage.



TEMPORARY USE PERMIT APPLICATION

City of Florence
600 W. Third Street
Florence, CO 81226
www.cityofflorenceco.gov

REQUEST TO USE PUBLIC RIGHT-OF-WAY OR REQUEST FOR SPECIAL EVENT ON PUBLIC PROPERTY

All applications require City Council approval and must be submitted 30 days prior to the event date.

Fee _____

Permit No. _____

APPLICANT INFORMATION

Name(s) Louie's Place
Contact TAMARA Gordon - Cell 719-510-2769
Address 109 South Pikes Peak Ave.
City Florence State CO Zip 81226
Phone Louie's Place 719-784-3015 Email tdjgordon@gordoncon.com

EVENT COORDINATOR INFORMATION (If different from applicant, contact must be reachable on event day.)

Name(s) DEB BRAY
Contact LOUIE'S MANAGER
Address 109 S. PIKES PEAK AVENUE
City FLORENCE State CO Zip 81226
Phone 719-285-5105 Email _____

SITE INFORMATION

Facilities to be utilized S. Pikes Peak Ave.
Property Address _____ Current Land Use City Streets Sidewalks

USE SPECIFICATIONS

Type of Use/Activities to Take Place Street Closure for Street Dance
Name of Event Louie's Street Dance
Days and Hours of Operation 9/19/26 3PM-12AM
Starting Date/Time 3AM 9/19/26 Ending Date/Time 12AM 9/19/26
Include time needed for setup and cleanup
Anticipated # of attendees 200-300 Anticipated # of workers/volunteers 7+
Cost of attendance 0 Anticipated # of vendors 2 FOOD / 2 BANDS

SIGNATURE

I/We, am/are the applicant for use of the aforementioned property. By execution of my/our signature, I/we do hereby officially apply for a temporary use permit as indicated above.

Signature: _____

Date 7-20-26



AFFIDAVIT OF APPLICATION

I, TAMARA Gordon am authorized to represent and bind the above listed applicant, and certify as follows:

1. That the information contained in this Special Event Application is true and correct to the best of my knowledge.
2. That the applicant, has read, understands and agrees to comply with the rules and regulations governing the proposed special event as set forth by the City of Florence.
3. To comply with all other laws, rules, regulations and requirements of the City, County, State, and Federal governments, and any other applicable entity which may pertain to or govern the use of the event venue and the overall conduct of the special event.
4. The applicant acknowledges that the acceptance of any plans required as a part of the Special Event Application does not constitute an approval or an acknowledgment by the City or the adequacy of the information contained in the plans.
5. To pay all applicable fees and/or taxes, and understands that the payment of any such taxes shall not reduce any consideration paid to the City pursuant to this special event or any other related permit.
6. I/We acknowledge that special events are required to meet all listed regulations and are the responsibility of the applicant.
7. Cancellations requested less than 15 days prior to the event will lose 50% of the deposit. Cancellations requested less than 7 days prior to the event will not receive a refund. The requests for refunds will be considered on an individual basis. Refunds will not be issued due to weather conditions existing on your event date.
8. I/We acknowledge that the Event Coordinator must be on-site of the event at ALL times.

SIGNATURE

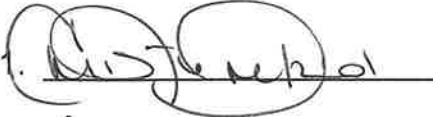
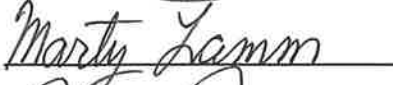
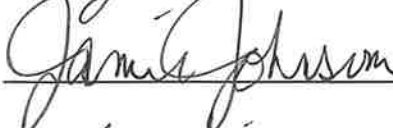
I/We, am/are the applicant for use of the aforementioned property. By execution of my/our signature, I/we do hereby officially apply for a temporary use permit as indicated above.

Signature: [Signature] Date 7.20.20

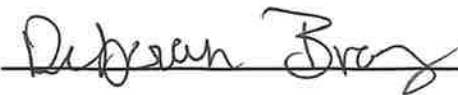
Print Name of organization contact: Louise

PETITION FOR TEMPORARY USE APPLICATION

I, _____, do hereby state that I am an adjacent property owner or tenant of the subject location, and support the application submitted by the applicant below:

	Signature	Printed Name of owner or tenant	Address
1.		Christie Ireland	106 S. Pikes Peak Florence
2.		Marty Lamm	100 E. Front Florence
3.		Jamie Johnson	113 S. Pike Peak Ave
4.		Jorgia Molinet	112 S Pikes Peak
5.		Debbie Solko	101 E Main St
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____

SIGNATURE OF CIRCULATOR:

Signature:  Date: 7/13/26

Event Detail Plan

Louies Street Dance - 2026

Prepared By: Tamara Gordon – Managing Member / Owner

Reviewed By: Florence Police Department, Public Works Department, City Administration

1. Event Location and Schedule Overview

- Main Venue: Downtown Florence – S. Pikes Peak Ave. / Highway 115 or Main Street
- Date: Saturday September 19, 2026
- Festival Hours:
 - o Vendors: 10:00 AM – 11:00 PM
 - o Band : I Be Normal - 3:00 PM – 6:00 PM
 - o Band : Spur of the Moment – 6:00 PM – 11:00 PM

2. Parking

Objectives:

- Maintain clear access for emergency vehicles

Designated Public Parking Areas:

- Parking Lots & City Streets (limited public availability)
- ADA Parking:
 - ADA marked spaces located on City Streets (limited public availability)

Vendor Layout & Assignments:

- Vendor spaces mapped

Vendor Types Expected:

- Food trucks

Requirements:

- Set-up times: 9:00 AM – 10:00 AM. No vehicle access. after 9:00 AM.

4. Sanitation & Restroom Facilities

Restroom Facilities:

- Permanent Restrooms: Louies
- Portable Toilets: Canon Rental
 - o 2 standard units and 1 ADA-compliant units placed on the East side of street by the sidewalk - North of Louies and South of Highway 115

Handwashing Stations:

- 1 portable handwashing stations placed near restrooms

1 Mobile Stage / 20 8' - Banquet Tables / 50 + Chairs

- Mobile Stage is included with a Generator
- Canon Rental – Possibly Tents (Undecided)
- Canon Rental

Servicing Schedule:

- Canon Rental will deliver portable facilities on Saturday, Sept. 19, 2026 AM.

- Canon Rental will remove portable facilities on Saturday Sept. 19, 2026 PM.

5. Trash & Waste Management

Plan Objectives:

- Keep public spaces clean and safe during and after the event.
- Ensure proper disposal of food waste and general refuse.

Trash Infrastructure:

- Provide trash receptacles

7. Permits & Compliance Checklist

Permit / Item Responsible Party Status

Special Event Permit - In Progress

Special Sales Tax License - Louies - On File

Insurance – Louies - In Progress

8. Communications

- In case of major incident, the Police Department will coordinate public messaging.

Agency / Contact Phone / Role

- Florence Police Department Dispatch 911 (719) 784-3411, opt. 7
- Emergency Dispatch Florence Fire District/ Fremont County EMS
911 Fire/EMS Coordination

Louie's Street Dance

September 19, 2026
Street Closure 3 AM - 12 AM
Street Dance 3 PM - 11 PM

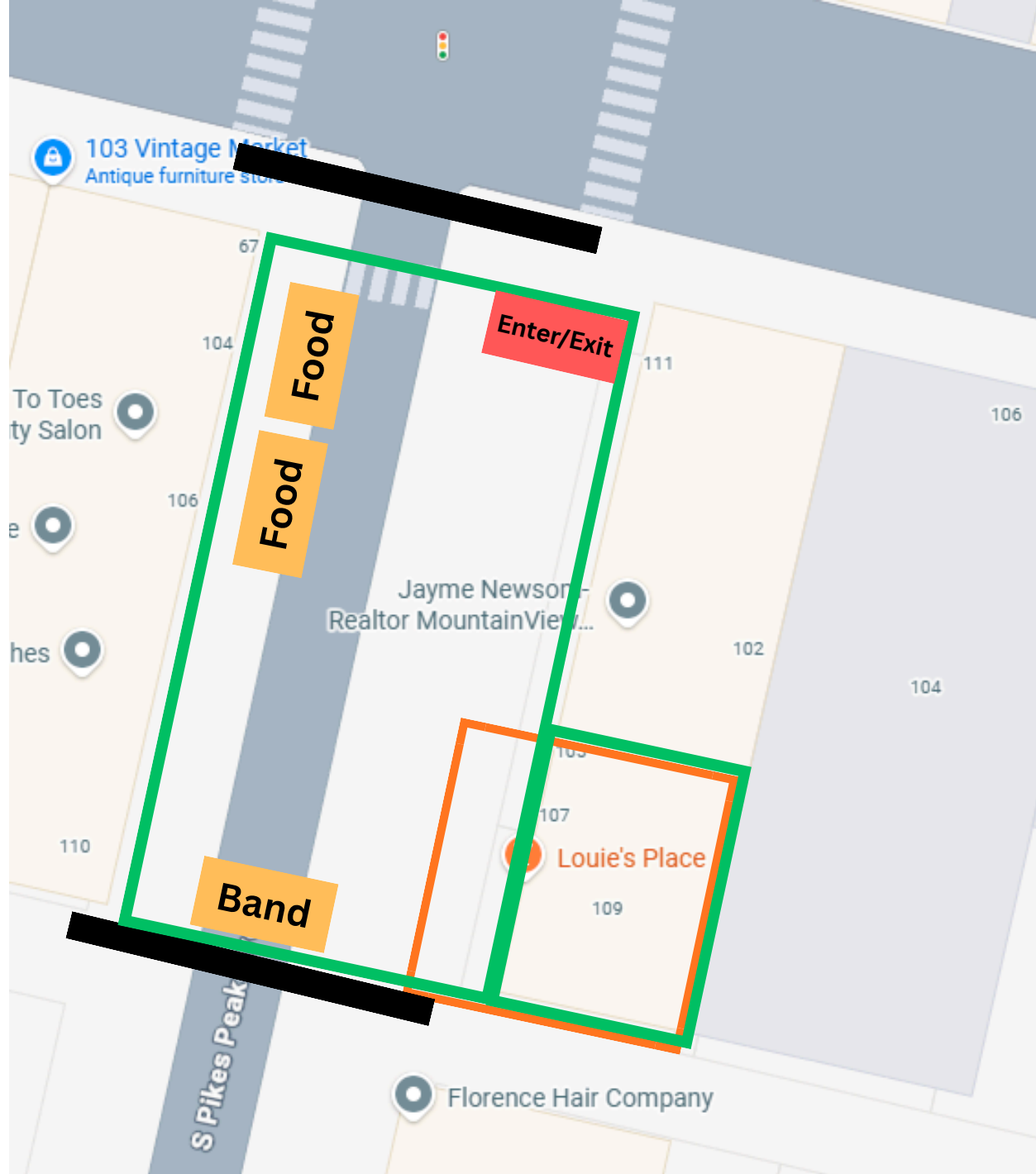
Road Closure:



Current Licensed Boundary:



Modified Licensed Boundary:



COUNCIL ACTION FORM

MEETING DATE: AUGUST 3, 2026

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider approving the temporary Modification of Premises for Louie's Place

Department: Administration

Staff Recommendation:

Approve the Temporary Modification of Premises for Louie's, contingent upon receipt of Special Event coverage, as presented.

Background/Description of Item:

Liquor Regulations 47-302(A): "Without the prior written consent of the local and state licensing authorities, a licensee may not make any "physical change, alteration or modification of the licensed premises..."

Louies is located at 109 South Pikes Peak Avenue, and is requesting a temporary modification of premises on the following day:

- September 19, 2026, 3 AM to 12 AM

Please note this application is in conjunction with Louie's Temporary Use Permit which is requesting street closure permission for a street dance event.

The temporary modifications would take place on South Pikes Peak Avenue, and extend from HWY 115/Main Street to the ally between Main Street and Front Street. Specifics regarding these modifications can be found on the attached map.

The modification of premises application requires the applicant to obtain Special Event Insurance as a provision for the expanded liquor boundary. It should be noted that Special Event coverage is typically granted to an applicant by their insurer approximately 30-45 prior to the event. As such, Staff suggests making approval contingent upon receipt of proof of Special Event coverage.

With the City Council's approval, this item will also need to be processed by the Colorado Department of Revenue Liquor Enforcement Division.

Attachments:

- DR 8442: Report of Changes Application
- Proposed liquor boundary modification

Suggested Motion:

Approve the temporary modification of premises for Louies Place, contingent upon receipt of Special Event coverage, as presented.

Permit Application and Report of Changes

All Answers Must Be Printed in Black Ink or Typewritten

Applicant is a ☐ Corporation ☐ Individual ☐ Partnership ☒ Limited Liability Company

License Number

03-20332

Name of Licensee

TAMARA Gordon

Trade Name of Establishment (DBA)

T+TLP, LLC - DBA Louies Place.

Address of Premises (specify exact location of premises)

109 S. Pike Peak Ave.

City

Johns Creek

County

Fremont

State

CO

ZIP Code

81226

Business Email Address

t.gordon@gordoncon.com

Business Phone Number

719-784-3015

Select the Appropriate Section Below and Reference the Instructions on Page 1.

Section A – Manager

- ☐ Manager's Registration (Hotel & Restaurant)..... \$30.00
- ☐ Manager's Registration (Tavern)..... \$30.00
- ☐ Manager's Registration (Lodging Facility)..... \$30.00
- ☐ Manager's Registration (Entertainment Facility)..... \$30.00
- ☐ Change of Manager (Other Licenses pursuant to section 44-3-301(8), C.R.S.)..... No Fee

Please note that Manager's Registration for Hotel & Restaurant, Lodging Facility, Entertainment Facility, and Tavern licenses requires a local fee with submission to the local licensing authority as well. Please reach out to local licensing authorities directly regarding local processing and fees.

Section B – Duplicate License

- ☐ Duplicate License \$50.00

Section C

- ☐ Retail Warehouse Storage Permit (each)..... \$100.00
- ☐ Wholesale Branch House Permit (each)..... \$100.00
- ☐ Change Corporation or Trade Name Permit (each)..... \$50.00
- ☐ Change Location Permit (each)..... \$150.00
- ☐ Noncontiguous or Primary Manufacturing Location Change..... \$150.00
- ☒ Change, Alter or Modify Premises.....\$150.00 x Total Fee:
- ☐ Addition of Optional Premises to
Existing Hotel/Restaurant\$100.00 x Total Fee:
- ☐ Addition of Related Facility to an Existing
Resort or Campus Liquor Complex.....\$160.00 x Total Fee:
- ☐ Campus Liquor Complex Designation..... No Fee
- ☐ Sidewalk Service Area..... \$75.00

Do Not Write in This Space – For Department of Revenue Use Only

Date License Issued

License Account Number

Period

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

Total Amount Due.....

\$

.00

Modify Premises or Addition of Optional Premises, Related Facility, or Sidewalk Service Area

Note: Licensees may not modify or add to their licensed premises until approved by state and local authorities.

(a) Describe change proposed

Moving Liquor Boundary for Temporary Event.

(b) If the modification is temporary, when will the proposed change:

Start (month/day/year)

9.19.26.

End (month/day/year)

9.19.26.

Note: The total state fee for temporary modification is \$300.00

(c) Will the proposed change result in the licensed premises now being located within 500 feet of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?.....

☐ Yes

☒ No

(If yes, explain in detail and describe any exemptions that apply)

(d) Is the proposed change in compliance with local building and zoning laws?..... ☒ Yes ☐ No

(e) If this modification is for an additional Hotel and Restaurant Optional Premises has the local authority authorized by resolution or ordinance the issuance of optional premises?.....

☐ Yes

☒ No

(f) Attach a diagram of the current licensed premises and a diagram of the proposed changes for the licensed premises.

(g) Attach any existing lease that is revised due to the modification.

(h) For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), 1 C.C.R. 203-2, include documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.

Campus Liquor Complex Designation

An institution of higher education or a person who contracts with the institution to provide food services
I wish to designate my existing:

Liquor License Type

Liquor License Number

to a Campus Liquor Complex..... ☐ Yes ☐ No

Additional Related Facility

To add a Related Facility to an existing Resort or Campus Liquor Complex, include the name of the Related Facility and include the address and an outlined drawing of the Related Facility Premises.

Address of Related Facility

Address

City

State

ZIP Code

Outlined diagram provided..... ☐ Yes ☐ No

Oath of Applicant

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Print Name

Title

Electronic signature is not accepted, physical signature is required.

Date (MM/DD/YY)

Report and Approval of Local Licensing Authority (City / County)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the applicable provisions of Title 44, Articles 4 and 3, C.R.S., as amended. Therefore, This Application is Approved.

Local Licensing Authority (City or County)

Date filed with Local Authority

Signature

Title

Date (MM/DD/YY)

Report of State Licensing Authority

The foregoing has been examined and complies with the filing requirements of Title 44, Article 3, C.R.S., as amended.

Electronic signature is not accepted, physical signature is required.

Title

Date (MM/DD/YY)

Louie's Street Dance

September 19, 2026
Street Closure 3 AM - 12 AM
Street Dance 3 PM - 11 PM

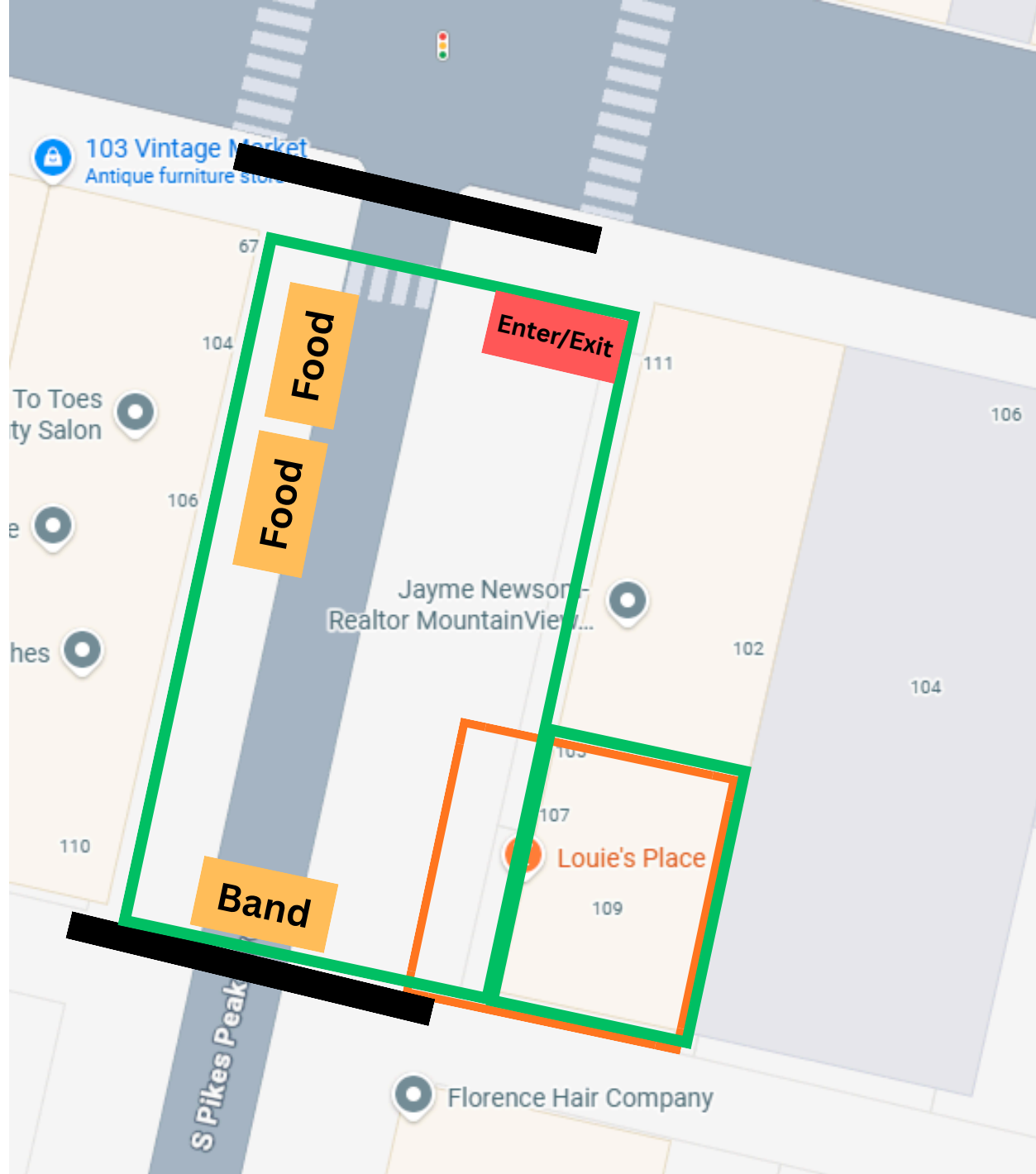
Road Closure:



Current Licensed Boundary:



Modified Licensed Boundary:



COUNCIL ACTION FORM

MEETING DATE: AUGUST 3, 2026

STAFF CONTACT: BRANDON HARRIS, WATER SUPERINTENDENT

Agenda Item: Ratification of Emergency Facilities and Land Use Agreement with the USDA Forest Service for hydrant and water access during Aspen Acres Fire incident operations.

Department: Administration

Staff Recommendation:

Approve and ratify the Emergency Facilities and Land Use Agreement with the USDA Forest service for hydrant and water access during Aspen Acres Fire incident operations.

Background/Description of Item:

During the rapid escalation of the Aspen Acres Fire, the USDA Forest Service required immediate, localized access to treated water and strategic hydrant locations to support emergency incident air operations.. To facilitate an immediate and coordinated regional emergency response, City staff executed a temporary, zero-dollar Land Use Agreement to grant the Forest Service immediate access to certain hydrant(s).

Because the agreement had to be executed in real-time under rapidly approaching emergency conditions to avoid delaying critical firefighting aircraft, the contract was signed at the department level to ensure zero operational delay. The agreement successfully protected the City's financial and physical interests by requiring staff supervision during water draws, securing a zero-dollar utility rate, and ensuring that the federal government remains liable for any physical damage beyond ordinary wear and tear. Formal ratification by the City Council serves as the proper mechanism to finalize this emergency administrative action, formally document the City's critical role in regional wildfire suppression, and ensure appropriate legal alignment for an essential public safety operation where time was of the essence.

Financial Impact:

None

Attachments:

- Emergency Facilities & Land Use Agreement

Suggested Motion:

Motion to ratify the Emergency Facilities and Land Use Agreement between the City of Florence and the USDA Forest Service for the use of City hydrants and treated water during incident air operations for the Aspen Acres Fire.

EMERGENCY FACILITIES & LAND USE AGREEMENT

rev. 02/2026

INCIDENT AGENCY (name, address, phone number)
USDA Forest Service
At-Incident Management Support Branch (AIMS)
26 Fort Missoula Rd
Missoula, MT 59804

Page 1 of 3

**AGREEMENT NUMBER MUST APPEAR ON ALL PAPERS
RELATING TO THIS AGREEMENT**

AGREEMENT NUMBER:
1282X926K4017

EFFECTIVE DATES

a. beginning: 7/03/2026

b. ending: End of Incident

OWNER (name, address, phone number-include day/night/cell)
City of Florence
600 W 3rd Street
Florence, CO 81226

POINT OF CONTACT: Brandon Harris - 719-240-4719

EMAIL: brandon.harris@florencecolorado.org

PAYMENT ADDRESS: ☒ Same as above

UEI: GYWKXNBEABZ6

REGISTERED IN SAM.GOV: ☒ Yes

County: _____ State: CO Township: _____ Range: _____ Section: _____

INCIDENT NAME: Aspen AcresINCIDENT NUMBER: CO-CUX-001160RESOURCE ORDER NUMBER: S-257**TYPE OF CONTRACTOR ("X" APPROPRIATE BOXES):**

☐ SMALL BUSINESS ☐ LARGE BUSINESS ☐ SMALL DISADVANTAGED OWNED ☐ WOMEN OWNED ☐ HUBZONE
☐ SERVICE DISABLED VETERAN ☐ PUBLIC ENTITY ☒ GOVERNMENT ☐ OTHER

The owner of the property described herein, or the duly appointed representative of the owner, agrees to furnish the land/facilities for use as Hydrant for Water.

DESCRIPTION OF LAND/FACILITIES: Address or specific location. If street or highway address is unavailable, use distance from nearest city, crossroads, or other significant landmark. The local description of how to get to the land/facilities is also acceptable. (attach separate sheet if more space is necessary)

Location:

SW corner of the Fremont Co. Airport 60298 Hwy 50 Penrose, CO. 81240.

lat/long: 38°25'2.9"N; 105°06'16.4"W

Agreement for use of Hydrant and water for Incident Air Operations.



RATE: For each day that the land/facilities are used, the Government will pay the rate of \$0.00 or as indicated below. Ordinary wear and tear is included in the rate. Payment shall be in accordance with the incident Agency payment procedures.

Rate breakout: The consideration for this land use agreement will be restoration if damage is caused by this use.

Note: All restoration details are outlined on page 2 of this agreement.

UTILITIES AND SERVICES:

☒ The above rate includes utility charges for the following: ☐ DIESEL ☐ GAS ☐ ELECTRICITY ☒ WATER ☐ TOILET SUPPLIES ☐ JANITORIAL SERVICES & SUPPLIES ☐ TRASH REMOVAL ☐ SEPTIC SERVICE ☐ EXISTING TELECOMMUNICATIONS

☐ The above rate excludes utility charges. The Government will pay to the owner the sum determined due by the Contracting Officer based on: _____.

RESTORATION: Restoration beyond ordinary wear and tear.

☐ Restoration costs have been pre-negotiated. The Government restoration of land/facilities includes:

☐ Work to be performed: _____

OR

☐ A one-time payment of _____ to cover the restoration associated with this agreement.

☒ No restoration costs have been pre-negotiated for this agreement. Restoration above ordinary wear and tear and associated with the performance of the agreement will be assessed upon completion of the agreement. Request for restoration shall be submitted in writing to the contracting officer.

ALTERATIONS: The Government may make alterations, attach fixtures or signs, erect temporary structures in or upon the land/facilities, install temporary culverts, trenching for utilities, which shall be the property of the Government. Alterations will be removed by the Government after the termination of the emergency use, unless otherwise agreed.

ORAL STATEMENTS: Oral statements or commitments supplementary or contrary to any provisions of this Agreement shall not be considered as modifying or affecting the provisions of this Agreement.

ORDINARY WEAR AND TEAR: Ordinary wear and tear is based on the customary use of the land/facilities, and not the use resulting from the incident.

CONDITION REPORTS: A joint pre and post-use physical inspection report of the land/facilities shall be made and signed by the parties; the purpose of the inspections shall be to reflect the existing site condition.

OTHER: Describe in detail: None.

TERMS AND CONDITIONS: See attachment.

INSURANCE/ INDEMINIFICATION: The United States Federal Government is self-insured and does not have the authority to indemnify and hold harmless the Owner, from any and all claims, liabilities, losses, damages, charges, etc. The Owner does not have the authority to indemnify and hold harmless the United States Federal Government from any and all claims, liabilities, losses, damages, charges etc. The Owner will be responsible for errors, omissions and negligence of its employees. The United States Federal Government will be responsible for errors, omissions and negligence of its employees to the extent provided by Congress under the Federal Tort Claims Act [28 U.S.C. 1346(b), 2401(b), 2671-2680, as amended by P.L. 89-506, 80-Stat. 306].

CHECKLIST(s): See attachment. Fill in the following drawing showing the land/facilities under agreement. Include buildings, roads, paved areas, utility lines, fences, ditches, landscaping and any other physical features which help describe the area.

FEDERAL ACQUISITION REGULATION CLAUSES:

FAR 52.252-2 Clauses Incorporated by Reference (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es): www.acquisition.gov/

FAR 52.213-4 Terms and Conditions -- Simplified Acquisitions (Noncommercial) (NOV 2025)

FAR 52.222-3 Convict Labor (NOV 2025)

FAR 52.232-1 Payments (APR 1984)

FAR 52.232-11 Extras (APR 1984)

FAR 52.232-17 Interest (MAY 2014)

FAR 52.232-25 Prompt Payment (Jan 2017)

FAR 52.233-1 Disputes (SEP 2025) ALT I (SEP 2025)

FAR 52.243-1 Changes—Fixed Price (JUN 2025) ALT I (JUN 2025)

Loss, Damage or Destruction: The Government will assume liability for the loss, damage, or destruction of facilities furnished under this Agreement, provided that no reimbursement will be made for loss, damage, or destruction when due to (1) ordinary wear and tear or (2) the fault or negligence of the owner or the owner's agent(s).

OWNER / OWNER'S AGENT SIGNATURE:

DATE:

CONTRACTOR'S SIGNATURE:

Contractor's Signature

ERICSON

Date: 2026.07.08 16:03:05 -07'00'

PRINT NAME AND TITLE: Brandon Harris
 719-240-4719 Regional Water Superintendent
 PHONE NUMBER:
 EMAIL: brandon.harris@florence.colorado.org

PRINT NAME AND TITLE:
 Craig Ericson, USDA Forest Service
 PHONE NUMBER: 530-559-6264
 EMAIL: craig.ericson@usda.gov

ATTACHMENT 1

PRE-USE INSPECTION: Description or photos/ condition immediately prior the Government's occupancy. Refer to attached checklist.

Hydrant is in operable condition, see Pre-Use photo below.



OWNER / OWNER'S AGENT SIGNATURE:

DATE:

GOVERN

EMPLOYEE'S SIGNATURE:

DATE:

[Signature]

7-6-26

[Signature]

Digitally signed by CRAIG ERICSON
Date: 2026.07.08 16:03:35 -07'00'

PRINT NAME AND TITLE:

Brandon Harris Regional Water Superintendent

PRINT NAME AND TITLE:

POST-USE INSPECTION: Description of photos/ condition immediately following the Government's occupancy. To include all modification added areas.

☐ NO DAMAGE NO CLAIMS

Requested Amount Due for Damage \$ _____

Invoice Amount \$ _____

TOTAL AMOUNT DUE to Vendor \$ _____

RELEASE OF CLAIMS STATEMENT: Contract release for and in consideration of receipt of payment in the amount shown in 'total amount due'. Contractor hereby releases the Government from any and all claims arising under this agreement except as reserved in remarks.

REMARKS:

OWNER / OWNER'S AGENT SIGNATURE:

DATE:

GOVERNMENT AGENT/ EMPLOYEE'S SIGNATURE:

DATE:

PRINT NAME AND TITLE:

PRINT NAME AND TITLE:

RESOURCE ORDER		Initial Date/Time		2.Incident / Project Name				3. Incident / Project				Financial Codes											
SUPPLY		06-29-2026 0604 MST		Aspen Acres				CO-CUX-001160				SOA 7363704026 LDP: 39161 PN SSB5 (1542) [P] 221-IOB (WADNR)											
5. Descriptive Location 2200 Bonforte Blvd Occhitto Student Center Pueblo, CO 81001 Follow Signs				6. TWN		RNG		SEC		Base MDM		8. Incident Base / Phone Number COPBC Email copbc@firenet.gov COPBC Dispatch 24 Hr (719) 553-1600 COPBC Fax (719) 553-1616				9. Jurisdiction / Agency Custer County				10. Ordering Office Pueblo Interagency Dispatch Center			
				LAT. 38° 01' 10" N																			
				LONG. 105° 04' 17" W																			
11. Aircraft Information																							
Bearing		Distance		VOR		Contact Name		Frequency Type		Assigned Frequency				Reload Base		Other Aircraft / Hazards							
NaN°		3952		NL				FQAA - Air to Air AM		FQAA - 124.4750 TX 124.4750 RX 124.4750													
NaN°		3953		ZYT				FQAA - Air to Air AM		FQAA - 128.7250 TX 128.7250 RX 128.7250													
NaN°		3955		YYT				FQAA - Air to Air AM		FQAA - 132.4000 TX 132.4000 RX 132.4000													
								FQAG - Air to Ground FM		FQAG - 167.0625 TX 167.0625 RX 167.0625													
								FQAG - Air to Ground FM		FQAG - 172.4375 TX 172.4375 RX 172.4375													
								FQAG - Air to Ground FM		FQAG - 172.6500 TX 172.6500 RX 172.6500													
								FQAG - Air to Ground FM		FQAG - CO07 Air to Ground 35 TX 167.2250 RX 167.2250													
								FQTA - Tactical		FQTA - 166.7250 TX 166.7250 RX 166.7250													
								FQTA - Tactical		FQTA - 166.7750 TX 166.7750 RX 166.7750													
								FQTA - Tactical		FQTA - 168.0500 TX 168.0500 RX 168.0500													
								FQTA - Tactical		FQTA - 168.2000 TX 168.2000 RX 168.2000													
								FQTA - Tactical		FQTA - 168.2500 TX 168.2500 RX 168.2500													
								FQTA - Tactical		FQTA - 168.6000 TX 168.6000 RX 168.6000													

12. Request Number	Ordered Date/Time	From	To	Qty	Resource Requested	Needed Date/Time	Deliver To	From Unit	To Unit	Assigned Date/Time	Resource Assigned Unit ID	Resource Assigned	M/D Ind	Estimated Time Of Departure	Estimated Time Of Arrival	Released Date	Released To
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12. Request Number	Ordered Date/Time	From	To	Qty	Resource Requested	Needed Date/Time	Deliver To	From Unit	To Unit	Assigned Date/Time	Resource Assigned Unit ID	Resource Assigned	M/D Ind	Estimated Time Of Departure	Estimated Time Of Arrival	Released Date	Released To
S-257	2026-07-03 1103 MDT	Cassandra Shortman 406-750-4 535 ORDM	CO-PBC	1	Service - Land Rental	2026-07-03 1600 MDT	CSU Pueblo ICP	CO-PBC	CO-PBC	Invalid date		LUA: 1282X926K4017 Landowner: City of Florance Start Date: 7/03/2026					
Travel Mode G		Financial Code PN SSB5 (1542)		Named Request		Special Needs LUA - Fremont County Airport						Navigation/Reporting Instructions Incident Jetport(s): PUB*, COS 2200 Bonforte Blvd Occhitto Student Center Pueblo, CO 81001 Follow Signs					

13. User Documentation																	
Req. No.	Documentation															Entered By	

COUNCIL ACTION FORM

MEETING DATE: AUGUST 3, 2026

STAFF REPORT: ASHLEY FOX, PLANNING DIRECTOR

Agenda Item: Consider adopting the second reading of Ordinance No. 6 - 2026 – an ordinance approving the designation of the First Baptist Church of Florence (Bell Tower) at 201 East 2nd Street as a Local Historic Landmark

Department: Planning

Background/Description:

- The City of Florence’s Historic Preservation Code recognizes the conservation of historic and cultural resources as an essential public policy that enhances the community’s character, economy, and quality of life.
- The Historic Preservation Code establishes the framework for identifying, designating, and protecting landmarks and historic districts that reflect the City’s architectural, cultural, and multiethnic heritage.
- The purpose of the Code is to preserve significant structures and sites ensuring that Florence’s historic legacy is maintained for future generations.
- The Florence Arts Council, owner of the property, applied for local historic designation related to 201 East 2nd Street.
 - **Property Information:**
 - Name of Structure:** First Baptist Church of Florence
 - Year(s) of Original Construction:** 1898
 - Original Builder, Architect, or Designer:** Unknown
 - Original Owner:** Unknown

Historic Preservation Code:

- Florence Municipal Code Chapter 15.60.080 outlines the criteria and requirements for designating any building, object, monument, structure, or site as an individual Local Landmark.
- The following are referenced in the chapter as the Findings of Facts, and any proposed designation must meet one or more of the following:
 - Historic significance – Associated with important events, persons, or cultural heritage, or significant character, interest, or value as part of the development of the City of Florence.
 - Architectural or engineering importance – Exemplifies a distinctive style, craftsmanship, innovation, or is the work of a notable designer.
 - Recognized historic status – Already listed on the Colorado or National Register of Historic Places.

Historic Preservation Commission Review:

- The Historic Preservation Commission held a Public Hearing on June 30, 2026, with notice published, posted, and mailed in accordance with City requirements, to consider the application for Local Landmark Dedication for First Baptist Church of Florence.
- During the hearing, the Commission reviewed the information submitted by the property owner, along with additional statements provided by staff.
- The Historic Preservation Commission voted unanimously that the First Baptist Church of Florence (Bell Tower), located at 201 East 2nd Street, met the Finding of Facts related to the historical and architectural significance criteria for local historic designation as outlined in Florence Municipal Code Chapter 15.60.080, and recommended that City Council approve its designation as a Local Historic Landmark.

History:

- 1) *The building has significant character, interest, or value as part of the development of the City of Florence.*
 - The building has significant character, interest, and value as part of the development of the City of Florence, reflecting its role as a long-standing community anchor that evolved alongside the city's growth and industrial-era expansion.

Architecture:

- 1) *Portrays the environment in an era of history characterized by a distinctive architectural style.*
 - The church portrays the environment of its era through its Gothic Revival design
- 2) *Contains elements of design, detail, materials or craftsmanship which represent a significant innovation.*
 - The church contains stained glass windows that exemplify skilled craftsmanship and distinctive design, representing a notable artistic and material feature that enhances the building's architectural character and reflects period-era innovation in ecclesiastical construction.

Historical Background:

After completion in 1898, the church remained an active center of community life. Church records indicate that in 1927 the congregation incurred debt to excavate a basement for educational purposes, which included the addition of kitchen facilities. In 1939, the church bell and bell tower were dedicated; the bell had been donated by a church in Pagosa Springs. In 1957, a three-story education building was constructed, with design plans prepared by a local high school senior.

The church continued to thrive for several decades, serving as an important community anchor. However, by the early 2000s, declining membership made it increasingly difficult to maintain the complex. In 2013, the remaining congregation members donated the property to the Florence Arts Council.

Since that time, the sanctuary has been adaptively reused as a performance hall, hosting concerts, plays, lectures, and art exhibitions. The former education building now contains an art gallery, reception space, offices, and instructional studios offering classes in art, weaving, pottery, music, needlework, and other crafts. The surrounding landscape has also been enhanced, with the south courtyard and north garden now featuring a variety of public artworks.

Statement of Significance:

The First Baptist Church of Florence is significant for its contribution to the architectural, cultural, and community development of Florence during the city's period of rapid growth between 1880 and 1920. As part of the historic East 2nd Street church corridor, the property reflects the important role religious institutions played in shaping Florence's civic identity and neighborhood development. Constructed in 1898, the church is an excellent example of a late nineteenth-century Gothic Revival pattern-book design, exhibiting characteristic features including its steeply pitched roof, rectangular form, and prominent corner entry tower. The building also demonstrates notable craftsmanship through its masonry construction, heavy timber framing, and historic stained-glass windows, which contribute to its architectural integrity and character. Collectively, these features illustrate how nationally recognized architectural styles were adapted to meet the needs of a growing western community, making the First Baptist Church a significant and enduring historic landmark within the City of Florence.

Staff Comments:

- Staff agree with the findings of the Florence Historic Preservation Commission.
- The proposed designation complies with the adopted Historic Preservation Code.
- The proposed designation will not impose unreasonable restrictions on current use and will ensure appropriate review for future alterations under the City's preservation guidelines.

City Council:

On July 20, 2026, City Council unanimously approved the first reading of Ordinance No. 6-2026.

Attachments included:

- Ordinance No. 6 – 2026

Suggested Motion:

- I move that the Florence City Council approve the second reading of Ordinance No. 6 - 2026, designating the First Baptist Church of Florence (Bell Tower) as a Local Historic Landmark and listing it on the Local Historic Registry, based on the findings of fact outlined in Chapter 15.60.080 of the Florence Municipal Code, and in consideration of the recommendation of the Historic Preservation Commission and the testimony during the City Council public hearing.

ORDINANCE NO. 6 - 2026

An Ordinance Designating the First Baptist Church of Florence located at 201 East 2nd Street, as a Local Historic Landmark

WHEREAS, the City Council of the City of Florence, Colorado, pursuant to Colorado statute and the Florence Municipal Code, is vested with the authority of administering the affairs of the City of Florence, Colorado; and

WHEREAS, the City of Florence Historic Preservation Code, Chapter 15.60.020 declares that the City shall identify, designate, and preserve those buildings, objects, monuments, structures, and sites which reflect outstanding elements of the community's architectural and cultural heritage; and

WHEREAS, the owner submitted the proper application to initiate local historic designation of the subject structure pursuant to Title 15 of the Florence Municipal Code; and

WHEREAS, a public hearing was held, after proper notice was published, posted and mailed, before the Florence Historic Preservation Commission pursuant to Florence Municipal Code Section 15.60.080 on Tuesday, June 30, 2026, at which time the Florence Historic Preservation Commission reviewed the application and, by unanimous vote, recommended to City Council that the said structure be approved as a Local Historic Landmark.

WHEREAS, the building historically known as the First Baptist Church of Florence, now commonly known as the Bell Tower, located on the property at 201 East 2nd Street, has been determined by the Florence Historic Preservation Commission to possess historic and architectural significance worthy of preservation; and

WHEREAS, the Florence City Council held a duly noticed public hearing on July 20, 2026, to consider said designation and received all public testimony and evidence presented.

NOW, THEREFORE, BE IT ORDAINED BY THE FLORENCE CITY COUNCIL AS FOLLOWS:

1. The First Baptist Church of Florence does have significant character, interest, or value as part of the development of the City of Florence.
 - a. This building embodies a captivating history intertwined with the development of the City of Florence as a long-standing community anchor that evolved alongside the city's growth and industrial-era expansion. It played a pivotal role in shaping the community and holds enduring significance within the broader narrative of the City's history.

2. The First Baptist Church of Florence portrays the environment in an era of history characterized by a distinctive architectural style.
 - a. The building portrays the architectural character of its era through its Gothic Revival design.
 - b. The building contains stained glass windows that exemplify skilled craftsmanship and distinctive design, representing a notable artistic and material feature that enhances the building's architectural character and reflects period-era innovation in ecclesiastical construction.
3. The First Baptist Church of Florence, located on the property at 201 East 2nd Street, Florence, Colorado, is hereby designated as a Local Historic Landmark and placed on the Local Historic Registry, subject to the benefits, obligations, and restrictions resulting from such designation as described in Florence Municipal Code Section 15.60.
4. This designation applies only to the First Baptist Church of Florence footprint and does not extend to the remainder of the parcel or other buildings located thereon.

INTRODUCED AS AN ORDINANCE, PASSED ON ITS FIRST READING, ASSIGNED AN ORDINANCE NUMBER AND ORDERED TO BE PUBLISHED IN *THE DAILY RECORD*, THE CITY'S OFFICIAL NEWSPAPER ON THIS ____ DAY OF _____, 2026.

ATTEST:

CITY OF FLORENCE, COLORADO

Cortlyne Huppe, City Clerk

BY: _____
Steve Wolfe, Mayor

Ordinance published in full on _____, 2026 in the *Daily Record*

Passed and adopted on its second reading this _____ day of _____, 2026.

ATTEST:

CITY OF FLORENCE, COLORADO

Cortlyne Huppe, City Clerk

BY: _____
Steve Wolfe, Mayor

Ordinance published by title, on _____, 2026 in the *Daily Record*

COUNCIL ACTION FORM

MEETING DATE: AUGUST 3, 2026

STAFF REPORT: ASHLEY FOX, PLANNING DIRECTOR

Agenda Item: Consider adopting the second reading of Ordinance No. 7 - 2026 – an ordinance approving the designation of the Lobach Block at 125 East Main Street as a Local Historic Landmark

Department: Planning

Background/Description:

- The City of Florence’s Historic Preservation Code recognizes the conservation of historic and cultural resources as an essential public policy that enhances the community’s character, economy, and quality of life.
- The Historic Preservation Code establishes the framework for identifying, designating, and protecting landmarks and historic districts that reflect the City’s architectural, cultural, and multiethnic heritage.
- The purpose of the Code is to preserve significant structures and sites ensuring that Florence’s historic legacy is maintained for future generations.
- Tammy Stone, owner of the property, applied for local historic designation related to 125 East Main Street.

- **Property Information:**

- Name of Structure:** Lobach Block

- Year(s) of Original Construction:** 1898

- Original Builder, Architect, or Designer:** Unknown

- Original Owner:** Edwin Lobach Sr.

Historic Preservation Code:

- Florence Municipal Code Chapter 15.60.080 outlines the criteria and requirements for designating any building, object, monument, structure, or site as an individual Local Landmark.
- The following are referenced in the chapter as the Findings of Facts, and any proposed designation must meet one or more of the following:
 - Historic significance – Associated with important events, persons, or cultural heritage, or significant character, interest, or value as part of the development of the City of Florence.
 - Architectural or engineering importance – Exemplifies a distinctive style, craftsmanship, innovation, or is the work of a notable designer.
 - Recognized historic status – Already listed on the Colorado or National Register of Historic Places.

Historic Preservation Commission Review:

- The Historic Preservation Commission held a Public Hearing on June 30, 2026, with notice published, posted, and mailed in accordance with City requirements, to consider the application for Local Landmark Dedication for the Lobach Block.
- During the hearing, the Commission reviewed the information submitted by the property owner, along with additional statement provided by staff.
- The Historic Preservation Commission voted unanimously that the Lobach Block, located at 125 East Main Street, met the Finding of Facts related to the historical and architectural significance criteria for local historic designation as outlined in Florence Municipal Code Chapter 15.60.080, and recommended that City Council approve its designation as a Local Historic Landmark.

History:

- 1) *The building has significant character, interest, or value as part of the development of the City of Florence or is associated with the life of a person significant in the past.*
 - The building has and continues to serve as an important contributor to the city's commercial growth and as a prominent downtown business block that reflects the city's early economic expansion and its evolution as a center of trade and services. The property is significant for its association with Florence pioneer Edwin Lobach, an early participant in the city's oil development whose contributions helped shape the community's economic growth during its formative years.

Architecture:

- 1) *Portrays the environment in an era of history characterized by a distinctive architectural style.*
 - The Lobach Block is an excellent representation of a late nineteenth-century commercial building. Its two-story brick construction, inset storefront, decorative stone trim, brick pilasters, corbelled parapet, rock-faced stone belt course, and ornamental detailing are all characteristic of commercial architecture erected during Florence's boom period in the late 1890s. The building continues to convey the appearance and character of downtown Florence during this important era of development.
- 2) *Embodies those distinguishing characteristics of an architectural-type or engineering specimen.*
 - The Lobach Block strongly embodies the distinguishing characteristics of a late nineteenth-century commercial block through its form, massing, storefront configuration, decorative masonry, and intact historic façade features.
- 3) *Contains elements of design, detail, materials or craftsmanship which represent a significant innovation.*
 - The Lobach Block's use of ornamental cast-iron storefront columns manufactured by John Seaton of Atchison, Kansas, which represent the craftsmanship and technological advancements in prefabricated architectural ironwork that influenced commercial building design throughout the late nineteenth century.

Recognized Historic Status

- 1) The Lobach Block is listed as a contributing building on the City of Florence's Historic Downtown District.

Historical Background:

Florence pioneer Edwin Lobach had the building erected in 1897–1898. Lobach was born in Pennsylvania in 1834 and traveled primarily on foot to California in 1854 before coming to Colorado in 1859. Along with six others, he organized the first oil company in Florence, and an oil well was drilled on his land around 1880.

In 1897, R. C. Thompson opened a confectionery and cigar store in the new block. Another original business was the millinery firm of Kirk & Rinner. The Elks Lodge occupied the upstairs space. By 1904, Walker Brothers, a grocery and dry goods firm, operated from the building, and by 1909 the Florence Citizen conducted its business there. In 1916, the Golden Rule dry goods store occupied the space. After Golden Rule relocated in 1921, Salmon Grocery and Pritchard's Candies moved into the building. By 1937, Dailey's Tire Shop was the sole business operating at 125 E. Main Street and remained there through at least 1951. In 1953, the building housed Bell Garage, and in 1960 it was occupied by the Western Geophysical Company. By 1985, Turnon Limited operated there, and in 1994 the furniture manufacturer Builders of the Southwest occupied the space. Since that time, the building has housed various retail businesses and art galleries.

Statement of Significance:

The Lobach Block is significant for its association with the early commercial development of Florence and the city's period of growth during the late nineteenth century. Lobach played an important role in the area's early petroleum industry, and the building served as a prominent commercial and social center, housing a diverse mix of businesses that supported the community for more than a century. Architecturally, the two-story brick building is an excellent example of late nineteenth-century commercial design, retaining its historic massing, decorative stone detailing, and distinctive façade. Notable features include its rock-faced stone belt course, carved stone ornamentation, and rare cast-iron storefront columns manufactured by the John Seaton Foundry of Atchison, Kansas. Although the building has undergone alterations over time, it retains sufficient historic integrity to convey its architectural and historical significance, making it an important contributor to the historic character of downtown Florence.

Staff Comments:

- Staff agree with the findings of the Florence Historic Preservation Commission.
- The proposed designation complies with the adopted Historic Preservation Code.
- The proposed designation will not impose unreasonable restrictions on current use and will ensure appropriate review for future alterations under the City's preservation guidelines.

City Council:

On July 20, 2026, City Council unanimously approved the first reading of Ordinance No. 7-2026.

Attachments included:

- Ordinance No. 7 – 2026

Suggested Motion:

- I move that the Florence City Council approve the second reading of Ordinance No. 7 - 2026, designating the Lobach Block as a Local Historic Landmark and placing it on the Local Historic Registry, based on the findings of fact outlined in Chapter 15.60.080 of the Florence Municipal Code, and in consideration of the recommendation of the Historic Preservation Commission and the testimony during the City Council public hearing.

ORDINANCE NO. 7 - 2026

An Ordinance Designating the Lobach Block located at 125 East Main Street, as a Local Historic Landmark

WHEREAS, the City Council of the City of Florence, Colorado, pursuant to Colorado statute and the Florence Municipal Code, is vested with the authority of administering the affairs of the City of Florence, Colorado; and

WHEREAS, the City of Florence Historic Preservation Code, Chapter 15.60.020 declares that the City shall identify, designate, and preserve those buildings, objects, monuments, structures, and sites which reflect outstanding elements of the community's architectural and cultural heritage; and

WHEREAS, the owner submitted the proper application to initiate local historic designation of the subject structure pursuant to Title 15 of the Florence Municipal Code; and

WHEREAS, a public hearing was held, after proper notice was published, posted and mailed, before the Florence Historic Preservation Commission pursuant to Florence Municipal Code Section 15.60.080 on Tuesday, June 30, 2026, at which time the Florence Historic Preservation Commission reviewed the application and, by unanimous vote, recommended to City Council that the said structure be approved as a Local Historic Landmark.

WHEREAS, the building known as the Lobach Block, located at 125 East Main Street, has been determined by the Florence Historic Preservation Commission to possess historic and architectural significance worthy of preservation; and

WHEREAS, the Florence City Council held a duly noticed public hearing on July 20, 2026, to consider said designation and received all public testimony and evidence presented.

NOW, THEREFORE, BE IT ORDAINED BY THE FLORENCE CITY COUNCIL AS FOLLOWS:

1. The Lobach Block does have significant character, interest, or value as part of the development of the City of Florence and is associated with the life of a person significant in the past.
 - a. The Lobach Block has served as a prominent downtown commercial building since its construction, reflecting Florence's early growth and development. The property is significant for its association with pioneer Edwin Lobach, whose contributions to the city's early oil industry and community development helped shape Florence during its formative years.

2. The Lobach Block portrays the architectural character of Florence's late nineteenth-century commercial development, embodies the distinguishing characteristics of a historic commercial building through its form, massing, decorative masonry, and intact façade, and contains significant elements of design and craftsmanship, including its ornamental cast-iron storefront columns, that contribute to its architectural significance.
3. The Lobach Block, located on the property at 125 East Main Street, Florence, Colorado, is hereby designated as a Local Historic Landmark and placed on the Local Historic Registry, subject to the benefits, obligations, and restrictions resulting from such designation as described in Florence Municipal Code Section 15.60.

INTRODUCED AS AN ORDINANCE, PASSED ON ITS FIRST READING, ASSIGNED AN ORDINANCE NUMBER AND ORDERED TO BE PUBLISHED IN *THE DAILY RECORD*, THE CITY'S OFFICIAL NEWSPAPER ON THIS ____ DAY OF _____, 2026.

ATTEST:

CITY OF FLORENCE, COLORADO

Cortlyne Huppe, City Clerk

BY: _____
Steve Wolfe, Mayor

Ordinance published in full on _____, 2026 in the *Daily Record*

Passed and adopted on its second reading this _____ day of _____, 2026.

ATTEST:

CITY OF FLORENCE, COLORADO

Cortlyne Huppe, City Clerk

BY: _____
Steve Wolfe, Mayor

Ordinance published by title, on _____, 2026 in the *Daily Record*

COUNCIL ACTION FORM

MEETING DATE: AUGUST 3, 2026

STAFF REPORT: ASHLEY FOX, PLANNING DIRECTOR

Agenda Item: Consider adopting Ordinance No. 8 - 2026 – an ordinance approving the designation of the Morgan Building at 109 West Main Street as a Local Historic Landmark

Department: Planning

Background/Description:

- The City of Florence’s Historic Preservation Code recognizes the conservation of historic and cultural resources as an essential public policy that enhances the community’s character, economy, and quality of life.
- The Historic Preservation Code establishes the framework for identifying, designating, and protecting landmarks and historic districts that reflect the City’s architectural, cultural, and multiethnic heritage.
- The purpose of the Code is to preserve significant structures and sites ensuring that Florence’s historic legacy is maintained for future generations.
- KPTH LLC, owner of the property, applied for local historic designation related to 109 West Main Street.

- **Property Information:**

- Name of Structure:** Morgan Building

- Year(s) of Original Construction:** 1900

- Original Builder, Architect, or Designer:** Hugh Houston

- Original Owner:** Samuel R. Amter

Historic Preservation Code:

- Florence Municipal Code Chapter 15.60.080 outlines the criteria and requirements for designating any building, object, monument, structure, or site as an individual Local Landmark.
- The following are referenced in the chapter as the Findings of Facts, and any proposed designation must meet one or more of the following:
 - Historic significance – Associated with important events, persons, or cultural heritage, or significant character, interest, or value as part of the development of the City of Florence.
 - Architectural or engineering importance – Exemplifies a distinctive style, craftsmanship, innovation, or is the work of a notable designer.
 - Recognized historic status – Already listed on the Colorado or National Register of Historic Places.

Historic Preservation Commission Review:

- The Historic Preservation Commission held a Public Hearing on July 28, 2026, with notice published, posted, and mailed in accordance with City requirements, to consider the application for Local Landmark Dedication for the Morgan Building.
- During the hearing, the Commission reviewed the information submitted by the property owner, along with additional statement provided by staff.
- The Historic Preservation Commission voted unanimously that the Morgan Building, located at 109 West Main Street, met the Finding of Facts related to the historical and architectural significance criteria for local historic designation as outlined in Florence Municipal Code Chapter 15.60.080, and recommended that City Council approve its designation as a Local Historic Landmark.

History:

- 1) The building has significant character, interest, or value as part of the development of the City of Florence or is associated with the life of a person significant in the past.**
 - The Morgan Building has significant character and value as part of the commercial development and heritage of the City of Florence. Constructed between 1899 and 1900, it has continuously served as a prominent commercial building in the downtown district and is associated with Hugh Houston, an early builder and developer who contributed to the city's expansion through the Houston & Hawkins Addition.
- 2) Exemplifies the cultural heritage of the community.**
 - The Morgan Building exemplifies the cultural heritage of Florence through its long-standing commercial use and role as a social gathering place. Its historic businesses and second-story dance hall illustrate the economic and community life of Florence during the early twentieth century.

Architecture:

- 1) Portrays the environment in an era of history characterized by a distinctive architectural style.**
 - The Morgan Building portrays the architectural character of Florence's downtown commercial district at the turn of the twentieth century. Its red brick construction, symmetrical façade, decorative masonry, cast-iron storefront columns, stone detailing, and corbelled cornice are representative of the architectural style and craftsmanship common to commercial buildings constructed during this period.
- 2) Embodies those distinguishing characteristics of an architectural-type or engineering specimen.**
 - The Morgan Building embodies the distinguishing characteristics of an early twentieth-century commercial building. Despite mid-century alterations to the storefront, the restoration of the original brick façade has preserved the building's historic character and many of its defining architectural features, including decorative brickwork, cast-iron columns, stone ornamentation, original window openings, and the historic "MORGAN 1900" name plaque.

Listed on another historic registry:

- 1) The Morgan Building is listed as a contributing building in the City of Florence's Historic Downtown District.

Historical Background:

- Hugh Houston constructed the Morgan Building between 1899 and 1900. Although the building prominently displays the name "Morgan," the individual for whom it was named is unknown. Houston, a Scottish immigrant, came to Coal Creek in 1876 and, in 1894, partnered with M.W.J. Hawkins to acquire eight acres on the west side of Florence, which they platted as the Houston & Hawkins Addition.

Following its completion, the Morgan Building became an important commercial and social center in downtown Florence. Its first commercial occupant was the Globe, a dry goods, clothing, and shoe store operated by Samuel R. Amter. By 1906, the second floor housed a public dance hall, which continued in operation through at least 1912. Beginning in 1916, the building was occupied by the Globe Stores Company. Later commercial tenants included C.H. Bastian Clothing and the Southern Colorado Power Company beginning in 1929, followed by the Sarah Amter Clothing Company in 1934–1935. From approximately 1937 through 1946, the building also housed the Magnet Cafe, reflecting its continued role as a prominent commercial establishment in Florence.

Statement of Significance:

- The Morgan Building is significant for its architectural integrity and its association with the commercial development of downtown Florence at the turn of the twentieth century. Constructed between 1899 and 1900 by Hugh Houston, the building is a well-preserved example of a historic commercial structure and retains many of its original character-defining features, including its red brick façade, decorative brickwork, cast-iron storefront columns, stone detailing, corbelled cornice, and the sandstone "MORGAN 1900" name plaque. These architectural elements exemplify the craftsmanship and design of Florence's early commercial buildings.

Historically, the Morgan Building played an important role in the economic and social life of the community. Throughout its history, the building housed a variety of commercial enterprises, including dry goods and clothing stores, the Southern Colorado Power Company, and the Magnet Cafe, while the second floor served as a public dance hall during the early twentieth century. Its long-standing commercial use reflects the growth and vitality of Florence's historic downtown business district.

Although the building underwent storefront alterations in the mid-twentieth century, the removal of the stucco façade in 2003 restored the original historic brick façade, preserving its architectural character and reinforcing its contribution to Florence's historic streetscape. The Morgan Building continues to represent an important link to the city's commercial, architectural, and community history, making it a significant historic resource worthy of local landmark designation.

Staff Comments:

- Staff agree with the findings of the Florence Historic Preservation Commission.
- The proposed designation complies with the adopted Historic Preservation Code.
- The proposed designation will not impose unreasonable restrictions on current use and will ensure appropriate review for future alterations under the City's preservation guidelines.

Attachments included:

- Ordinance No. 8 – 2026
- Picture

Suggested Motion:

- I move that the Florence City Council approve the first 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 outlined in Chapter 15.60.080 of the Florence Municipal Code, and in consideration of the recommendation of the Historic Preservation Commission and the testimony during the City Council public hearing.



ORDINANCE NO. 8 - 2026

An Ordinance Designating the Morgan Building located at 109 West Main Street, as a Local Historic Landmark

WHEREAS, the City Council of the City of Florence, Colorado, pursuant to Colorado statute and the Florence Municipal Code, is vested with the authority of administering the affairs of the City of Florence, Colorado; and

WHEREAS, the City of Florence Historic Preservation Code, Chapter 15.60.020 declares that the City shall identify, designate, and preserve those buildings, objects, monuments, structures, and sites which reflect outstanding elements of the community's architectural and cultural heritage; and

WHEREAS, the owner submitted the proper application to initiate local historic designation of the subject structure pursuant to Title 15 of the Florence Municipal Code; and

WHEREAS, a public hearing was held, after proper notice was published, posted and mailed, before the Florence Historic Preservation Commission pursuant to Florence Municipal Code Section 15.60.080 on Tuesday, July 28, 2026, at which time the Florence Historic Preservation Commission reviewed the application and, by unanimous vote, recommended to City Council that the said structure be approved as a Local Historic Landmark.

WHEREAS, the building known as the Morgan Building, located at 109 West Main Street, has been determined by the Florence Historic Preservation Commission to possess historic and architectural significance worthy of preservation; and

WHEREAS, the Florence City Council held a duly noticed public hearing on August 3, 2026, to consider said designation and received all public testimony and evidence presented.

NOW, THEREFORE, BE IT ORDAINED BY THE FLORENCE CITY COUNCIL AS FOLLOWS:

1. The Morgan Building does have significant character, interest, or value as part of the development of the City of Florence and is associated with the life of a person significant in the past.
 - a) The building has significant character and value as part of the commercial development and heritage of the City of Florence. Constructed between 1899 and 1900, it has and continues to serve as a prominent downtown commercial building and is associated with Hugh Houston, an early builder and developer who contributed to the city's growth.

2. The Morgan Building exemplifies the cultural heritage of the community.
 - a) The building exemplifies the cultural heritage of Florence through its long-standing commercial use and role as a social gathering place.
3. The Morgan Building portrays the environment in an era of history characterized by a distinctive architectural style.
 - a) The building portrays the architectural character of Florence's downtown commercial district at the turn of the twentieth century and embodies the distinguishing characteristics of commercial architecture from that period.
4. The Morgan Building embodies those distinguishing characteristics of an architectural-type or engineering specimen.
 - a) The building embodies the distinguishing characteristics of an early twentieth-century commercial building and retains the architectural features that convey its historic character.

The Morgan Building, located on the property at 109 West Main Street, Florence, Colorado, is hereby designated as a Local Historic Landmark and placed on the Local Historic Registry, subject to the benefits, obligations, and restrictions resulting from such designation as described in Florence Municipal Code Section 15.60.

INTRODUCED AS AN ORDINANCE, PASSED ON ITS FIRST READING, ASSIGNED AN ORDINANCE NUMBER AND ORDERED TO BE PUBLISHED IN *THE DAILY RECORD*, THE CITY'S OFFICIAL NEWSPAPER ON THIS ____ DAY OF _____, 2026.

ATTEST:

CITY OF FLORENCE, COLORADO

Cortlyne Huppe, City Clerk

BY: _____
Steve Wolfe, Mayor

Ordinance published in full on _____, 2026 in the *Daily Record*

Passed and adopted on its second reading this _____ day of _____, 2026.

ATTEST:

CITY OF FLORENCE, COLORADO

Cortlyne Huppe, City Clerk

BY: _____
Steve Wolfe, Mayor

Ordinance published by title, on _____, 2026 in the *Daily Record*

COUNCIL ACTION FORM

MEETING DATE: AUGUST 3, 2026

STAFF REPORT: ASHLEY FOX, PLANNING DIRECTOR

Agenda Item: Consider adopting 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

Department: Planning

Background/Description:

- The City of Florence’s Historic Preservation Code recognizes the conservation of historic and cultural resources as an essential public policy that enhances the community’s character, economy, and quality of life.
- The Historic Preservation Code establishes the framework for identifying, designating, and protecting landmarks and historic districts that reflect the City’s architectural, cultural, and multiethnic heritage.
- The purpose of the Code is to preserve significant structures and sites ensuring that Florence’s historic legacy is maintained for future generations.
- Fran Black, owner of the property, applied for local historic designation related to 307 East 2nd Street.

- **Property Information:**

- Name of Structure:** St. Alban’s Episcopal Church

- Year(s) of Original Construction:** 1898

- Original Builder, Architect, or Designer:** Members of the church

- Original Owner:** Fran Black

Historic Preservation Code:

- Florence Municipal Code Chapter 15.60.080 outlines the criteria and requirements for designating any building, object, monument, structure, or site as an individual Local Landmark.
- The following are referenced in the chapter as the Findings of Facts, and any proposed designation must meet one or more of the following:
 - Historic significance – Associated with important events, persons, or cultural heritage, or significant character, interest, or value as part of the development of the City of Florence.
 - Architectural or engineering importance – Exemplifies a distinctive style, craftsmanship, innovation, or is the work of a notable designer.
 - Recognized historic status – Already listed on the Colorado or National Register of Historic Places.

Historic Preservation Commission Review:

- The Historic Preservation Commission held a Public Hearing on July 28, 2026, with notice published, posted, and mailed in accordance with City requirements, to consider the application for Local Landmark Dedication for the St. Alban’s Episcopal Church.
- During the hearing, the Commission reviewed the information submitted by the property owner, along with additional statement provided by staff.
- The Historic Preservation Commission voted unanimously that the St. Alban’s Episcopal Church, located at 307 East 2nd Street, met the Finding of Facts related to the historical significance criteria for local historic designation as outlined in Florence Municipal Code Chapter 15.60.080, and recommended that City Council approve its designation as a Local Historic Landmark.

History:

1) The building has significant character, interest, or value as part of the development of the City of Florence or is associated with the life of a person significant in the past.

- Constructed during the city's period of rapid industrial growth, St. Alban's Episcopal Church contributed to the establishment of "Church Row," which became a defining feature of Florence's social and religious development. The building has served the community for more than a century through religious and civic uses, reflecting the city's evolving cultural heritage.

2) Exemplifies the cultural heritage of the community.

- a. The property exemplifies the cultural heritage of the Florence community through its longstanding role as a place of worship, community gathering, and civic activity. As one of the historic churches that formed "Church Row," St. Alban's Episcopal Church reflects the religious and social institutions that supported Florence's residents during its formative years and continued to serve the community through changing congregations and adaptive reuse.

Historical Background:

- St. Alban's Episcopal Church was established during Florence's period of rapid industrial growth in the late nineteenth century. The congregation organized in 1888 and constructed the church at 307 E. 2nd Street using materials gathered and donated by its members. The church was dedicated on Easter Sunday in 1898 after the congregation officially adopted the name St. Alban's in 1897. An attached parsonage and educational wing were added sometime between 1899 and 1912.

The church was one of six denominational churches that lined East 2nd Street during Florence's boom years, creating what a local historian describes as "Church Row." These churches served the growing population of miners, industrial workers, business owners, and their families and became an important part of Florence's cultural, religious, and social development. In 1901, St. Alban's became an independent parish, reflecting the growth and stability of both the congregation and the community.

Following the decline of its Episcopal congregation, the property was sold in 1956 to the Seventh-day Adventist Church, which occupied the building until approximately 1974. The building subsequently housed several congregations, and community uses before being purchased in 2005 by the current owner, who rehabilitated the property as Chelsea's Chapel, a community center that served nonprofit organizations, religious groups, and community events until 2014.

Statement of Significance:

- St. Alban's Episcopal Church is significant for its association with the development of the City of Florence during its period of rapid industrial and population growth in the late nineteenth and early twentieth centuries. Organized in 1888 and dedicated in 1898, the church represents the establishment of permanent religious institutions that accompanied the expansion of Florence's mining, oil, and commercial industries. Constructed through the efforts of its congregation, the building reflects the commitment of early residents to establishing places of worship that served the growing community.

The property is one of the remaining structures that formed the collection of denominational churches known as "Church Row" along East Second Street. These churches became important centers of religious, social, and community life, serving the city's workers, business owners, and families during Florence's boom years. St. Alban's became an independent Episcopal parish in 1901, reflecting both the growth of the congregation and the continued development of the community. The prominence of Florence's churches was recognized beyond the local level, as contemporary publications promoting Colorado highlighted the city's churches as an important contributor to its cultural identity.

The property also demonstrates a long history of community service through its continued use. Following its service as an Episcopal church until 1956, the building housed the Seventh-day

Adventist Church, before being rehabilitated as Chelsea's Chapel, a community center that served nonprofit organizations, religious groups, and community events. This continuity of community-oriented use reinforces the property's longstanding role as a place of gathering, worship, and public service.

Staff Comments:

- Staff agree with the findings of the Florence Historic Preservation Commission.
- The proposed designation complies with the adopted Historic Preservation Code.
- The proposed designation will not impose unreasonable restrictions on current use and will ensure appropriate review for future alterations under the City's preservation guidelines.

Attachments included:

- Ordinance No. 9 – 2026
- Picture

Suggested Motion:

- I move that the Florence City Council approve the first 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 outlined in Chapter 15.60.080 of the Florence Municipal Code, and in consideration of the recommendation of the Historic Preservation Commission and the testimony during the City Council public hearing.



ORDINANCE NO. 9 - 2026

An Ordinance Designating the St. Alban's Episcopal Church located at 307 East 2nd Street, as a Local Historic Landmark

WHEREAS, the City Council of the City of Florence, Colorado, pursuant to Colorado statute and the Florence Municipal Code, is vested with the authority of administering the affairs of the City of Florence, Colorado; and

WHEREAS, the City of Florence Historic Preservation Code, Chapter 15.60.020 declares that the City shall identify, designate, and preserve those buildings, objects, monuments, structures, and sites which reflect outstanding elements of the community's architectural and cultural heritage; and

WHEREAS, the owner submitted the proper application to initiate local historic designation of the subject structure pursuant to Title 15 of the Florence Municipal Code; and

WHEREAS, a public hearing was held, after proper notice was published, posted and mailed, before the Florence Historic Preservation Commission pursuant to Florence Municipal Code Section 15.60.080 on Tuesday, July 28, 2026, at which time the Florence Historic Preservation Commission reviewed the application and, by unanimous vote, recommended to City Council that the said structure be approved as a Local Historic Landmark.

WHEREAS, the building known as the St. Alban's Episcopal Church, located at 307 East 2nd Street, has been determined by the Florence Historic Preservation Commission to possess historic significance worthy of preservation; and

WHEREAS, the Florence City Council held a duly noticed public hearing on August 3, 2026, to consider said designation and received all public testimony and evidence presented.

NOW, THEREFORE, BE IT ORDAINED BY THE FLORENCE CITY COUNCIL AS FOLLOWS:

1. The St. Alban's Episcopal Church does have significant character, interest, or value as part of the development of the City of Florence or is associated with the life of a person significant in the past.
 - a) The building was constructed during the city's period of rapid industrial growth, St. Alban's Episcopal Church contributed to the establishment of "Church Row," which became a defining feature of Florence's social and religious development.

2. The St. Alban's Episcopal Church exemplifies the cultural heritage of the community.
 - a) The building exemplifies the cultural heritage of the Florence community through its longstanding role as a place of worship, community gathering, and civic activity.
3. This designation applies only to the footprint of St. Alban's Episcopal Church and does not extend to the remainder of the parcel or to any other buildings located thereon.

The St. Alban's Episcopal Church, located on the property at 307 East 2nd Street, Florence, Colorado, is hereby designated as a Local Historic Landmark and placed on the Local Historic Registry, subject to the benefits, obligations, and restrictions resulting from such designation as described in Florence Municipal Code Section 15.60.

INTRODUCED AS AN ORDINANCE, PASSED ON ITS FIRST READING, ASSIGNED AN ORDINANCE NUMBER AND ORDERED TO BE PUBLISHED IN *THE DAILY RECORD*, THE CITY'S OFFICIAL NEWSPAPER ON THIS ____ DAY OF _____, 2026.

ATTEST:

CITY OF FLORENCE, COLORADO

Cortlyne Huppe, City Clerk

BY: _____
Steve Wolfe, Mayor

Ordinance published in full on _____, 2026 in the *Daily Record*

Passed and adopted on its second reading this _____ day of _____, 2026.

ATTEST:

CITY OF FLORENCE, COLORADO

Cortlyne Huppe, City Clerk

BY: _____
Steve Wolfe, Mayor

Ordinance published by title, on _____, 2026 in the *Daily Record*



CITY OF FLORENCE

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

City Manager Report August 3, 2026

Meetings with Agencies, Boards, and Committees

- Hosted and participated in a Council requested workshop on dilapidated buildings, providing guidance, resources, and strategy discussions for future policy considerations.
- Completed Episode 3 of *The 81226 Report* podcast, contributing to community outreach and accessible public communication.
- Provided initial Accounts Payable training with Cortlyne to support a smooth departmental transition and ensure continuity of financial operations.
- Attended the Senior Coffee Chat alongside the City Clerk to strengthen community engagement and provide accessible conversations with residents.
- Participated in the Drought Town Hall with Brandon, supporting public education, answering community questions, and reinforcing awareness of drought conditions and levels.
- Successfully hired an additional Code Enforcement Officer
- Joined interagency discussions on Safe Streets and GOCO grant opportunities, exploring funding avenues and safety improvements for Florence.
- Staffed the City booth at the Florence Farmers Market to enhance visibility and citizen engagement.
- Celebrated the completion of the Pioneer Park Bathroom project by attending and supporting the formal ribbon cutting ceremony.
- Attended CRCA Board meeting with Chief Humphrey

Discussion Topics & Upcoming Items

- Public Works break room renovation: progress update and ongoing planning discussions
- Bulk Station: status update on the access code project. 241 customer PIN generated
- Budget planning discussions continue.
- Drought Plan update and communication plan
- Compensations survey underway, first round of information sent.
- 2 Weed abatements completed, 2 scheduled

Farmers Market Staff/Council rotation schedule:

July 23- Brandon

July 30- Ashley

August 6- Brandi

August 13- Sean

August 20- John

August 27- Steve

September 3- Rudl

September 10- Tammy

September 17- Brenda

September 24- Quiana



CITY OF FLORENCE

600 West 3rd Street
Florence, Colorado 81226
(719) 784-4848
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www.cityofflorenceco.gov

2027 Budget Calander

June 15 – City Manager and Finance Manager prepare documents for Department Directors to begin the budget development process.

July 6 – City Manager meets with staff to outline budget direction and establish guidelines for the upcoming fiscal year.

July 6 through August 1 – City Manager and Finance Manager prepare the budget summary, including salary projections, non-negotiable expenditures, and revenue forecasts.

August 3– Schedule is set for the Goal Setting Work Session.

August 15 – Directors submit their budget summaries to the Finance Manager.

August 28 – County Assessor provides the City with the Preliminary Valuation.

September 3 – Initial Mill Levy and updated revenue forecasting are completed.

September 8 – Second Goal Setting Session held to review the Capital Improvement Plan (CIP) and preliminary department summaries.

September 21 – First draft of the budget presented to City Council (tentative).

Late September – Notice of Budget to be announced and published.

**These timelines are subject to when the City receives valuations from Fremont County*

July

Complaint Address	Complaint	First Notice Ser	Comply By	Resolved?	Second Notice Ser	Comply By -	Resolved??	Summons Issued
	Homeless Camp			Moved out of area				
	Site Visit							
	Abandoned Vehicle	7/6/2026		Vehicle Towed				2026-00004125
	Animal Complaint	7/7/2026		Taken to Humane Society				2026-00004155
	Accumulation of Trash							
	Undesirable Growth	7/9/2026	7/20/2026					
	Homeless Camp			Moved out of area				
	Site Visit			Pictures for Abatement				
	Site Visit			Pictures for Abatement				
	Site Visit			Pictures for Abatement				
	Site Visit			Pictures for Abatement				
	Site Visit			Pictures for Abatement				
	Site Visit			Pictures for Abatement				
	Site Visit			Pictures for Abatement				
	Site Visit			Pictures for Abatement				
	Undesirable Growth	7/15/2026	7/27/2026					
	Undesirable Growth	7/15/2026	7/27/2026					
	Undesirable Growth	7/20/2026	7/31/2026					
	Animal Complaint			Taken to Humane Society				
	Undesirable Growth	7/21/2026	7/31/2026					
	Accumulation of Trash	7/21/2026	7/31/2026					
	Undesirable Growth	7/21/2026	7/31/2026					
	Undesirable Growth	7/21/2026	7/31/2026					
	Homeless Camp			Moved out of area				
	Accumulation of Trash	7/23/2026	8/3/2026					
	Liquor License Check							



CITY OF FLORENCE PLANNING DEPARTMENT

600 West 3rd Street
Florence, Colorado 81226
(719) 784-4848
planning@florencecolorado.org
www.cityofflorenceco.gov

August 3, 2026
Director's Report

The Planning Department remains actively engaged in the day-to-day operations of the City, including and responding to public inquiries.

Projects:

Fremont 250/150 Anniversary Coordination –

Continued collaboration with the Fremont County 250/150 organizers to support planning efforts for this year's commemorative events celebrating the anniversaries of the United States and the State of Colorado.

- The Tavern Talks series is scheduled throughout the month of August. Penrose will host its Tavern Talk on August 8 at 1:00 p.m. at the Bugling Elk Winery, 1215 Apple Lane, Penrose, CO.
- The Florence Pioneer Museum will host its next Tavern Talk on August 22 at 2:00 p.m. at the museum building.

Historic Preservation - Florence City Flag Project -

Florence Archives and the City continue to collaborate on a project to recreate the historic City flag and present it to property owners whose buildings/properties are listed on the City's Local Historic Registry. The event is scheduled for August 28, beginning at 4:00 p.m., at Pioneer Park and will feature a walking tour to the participating historic properties where a wall hanging City Flag will be presented. The Fort Carson 4th Infantry Division Brass Band will accompany the tour and presentations.

Online Building Permit Project –

Working with Caselle over the past several months to implement an online building permit module for the City's website. The new system was anticipated to go live by the end of July; however, due to scheduling conflicts, implementation has been postponed to a future date.

This program will allow applicants to complete and submit building permit applications electronically, upload supporting documents such as plans and specifications, and streamline the permit submittal process for both applicants and staff.

Comprehensive Zoning and Subdivision Regulations Update –

The consultant has been selected and is currently reviewing background materials and supporting documents to begin the comprehensive update of the City's zoning and subdivision regulations. A steering committee has also been established and will begin reviewing project materials with its first meeting on August 24th. The committee will provide guidance and feedback to the Planning Commission throughout the project as the regulations are updated to align with the City's Master Plan and current planning objectives.



CITY OF FLORENCE

PLANNING DEPARTMENT

600 West 3rd Street
Florence, Colorado 81226
(719) 784-4848
planning@florencecolorado.org
www.cityofflorenceco.gov

Meetings/Trainings:

Weekly OAC meeting with Spire Building Group – Pioneer Park Restrooms
150/250 Consortium
Colorado Wildfire Resiliency Code Map
Historic Preservation
BOZA

Building Department –

The Building Department remains actively engaged in facilitating development through ongoing inspections, plan reviews, and permitting services.

Dave Wales officially became certified as a Building Inspector in July.

Ashley Fox
Planning Director



CITY OF FLORENCE
PUBLIC WORKS DEPARTMENT
310 MICA STREET
FLORENCE, CO 81226
CITY HALL (719) 784-4848 OPTION 4



8-3-2026

Public Works Department Report

The Public Works Department continues to provide essential services supporting the City's streets, fleet, parks, cemetery, public facilities, and grounds. Over the past month, staff have remained focused on routine maintenance, infrastructure upkeep, and responding to operational needs while also advancing ongoing projects and addressing maintenance priorities. Below is a summary of recent activities, completed work, and items requiring follow-up.

Projects: Progress and Milestones

- Vehicle Inspection Meeting. Vehicles with CDOT numbers are being inspected at Dirk's Truck Repair.
- Fleet program consideration meeting.
- Pioneer Park Bathroom Meetings-ongoing to identify and correct issues for deadline.
- Chipseal project is underway for 9 streets. Should be concluded in 2 weeks.

Completed Projects

- Cirsa mandatory training LO/TO, Safe Driving completed
- Met with developer at Hayden's Hideout to discuss possible remedies for Dry Creek issues. Solution Reached.
- Cleanup after heavy rains. Tree branch removal and multiple rodding of ditches and street culverts.
- Purchased 2024 GMC Sierra for Public Works Director
- Day to day operations with Cemetery and parks being mindful and obey the City's drought plan

Upcoming Projects

- America's Parade meeting- Beautifying town. Street Sweeping etc.
- W. Front Street project meetings and remeasuring. Possibility of out for bid next week.
- Called 3 companies for bid on electrical phase of employee breakroom. 2 responded with estimates-

JAY Electric @ \$19,876.48 and Territory Electric @ \$8000.00.

Respectfully,
John Verneti
Director of Public Works

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Finance Department

Brandi Sheets, Finance Manager

Finance • Grants Administration

Economic Development • Community Vitality

7/29/26

Finance Manager, Brandi Sheets-

Meetings and Actions-

- Attended Fremont County Hazard Waste and Recycling planning effort meeting, Big Horn Round Table Meeting, RTAP grant meeting, Senior Coffee
- Reassigned pay code entry for the PD for efficiency in Caselle.
- AT&T bill reduction and credit processed, New Account Manager established
- Bear Proof Trash Cans for Human/Bear reduction grant with CPW discussion
- Coordinated with Justin Whedon with Adventure Acres Foundation for trail connectivity and greater county collaboration in outdoor goals
- AP
- Economic Development/URA/Tiff research
- Hiring and Onboarding complete for new Code Enforcement Officer

Upcoming-

- Financial ½ year reports- Budget Summaries for all revenues and expenditures
- Big Horn Round Table Steering Committee
- Economic Development/URA/Tiff research/meetings with FEDC, Rick Harrmann, Downtown CO Inc.
- Economic Development grants research- Small Business, Downtown, Historic, Cemetery, Manor
- CEBT Training, FPPA Training
- Farmers Market Rotation, Senior Coffee
- Finance Officers Lunch



City of Florence

Water Treatment Plant

571 County Road 100

Florence, CO 81226

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



8-3-2026

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: Progress and Achievements

- 💧 **Fremont County Airport Storm Drainage Project**
 - 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.
 - Fremont County anticipates reaching the phase of the project requiring water line relocation in approximately 1–2 weeks.

- 💧 **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.
 - Work is now focused on updating the Emergency Response Plan for submission to the EPA by December 31, 2026.

- 💧 **East Florence Master Meter Replacement Project**
 - We are working with Jacobs to develop a plan and drawings to replace the existing master meter and backflow prevention assembly. A bypass line will also be installed to allow future maintenance or equipment replacement without interrupting service. The project is currently in the initial planning and design phase.

💧 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 next step is issuing a Request for Proposals (RFP) for the communications upgrade. Council should expect to see the RFP presented soon.

💧 Bulk Water Station Access Code & PIN Implementation

- The water department has implemented the access code and PIN requirement for all bulk water station users.
- As of now, we have issued 238 access codes and PINs.

Brandon Harris
Regional Water Superintendent



CITY OF FLORENCE

City Clerk

August 3, 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.
- Coordinated and delivered educational City Council work sessions on Emergency Preparedness and other emerging topics, strengthening Council's operational awareness and readiness.
- Contributed to the City's podcast, *The 81226 Report*
- Planned, organized, and executed all logistics for the Pioneer Park Bathroom Ribbon Cutting ceremony, and the Farmer's Market booth rotation.
- Oversaw pool season operations, supported policy implementation, managed swim lesson registration, and initiated early budgeting and planning for essential repairs and maintenance for the 2027 Swim Season.
- Completed initial Accounts Payable training as the City Clerk's Office assumes responsibility for AP functions, ensuring seamless financial processing and continued budget accuracy.
- Completed initial training as the City Clerk's Office transitions back to managing Dog Licensing, ensuring smooth operations, improved customer service, and compliance with licensure procedures.
- Hosted and actively participated in the City/City/County collaborative meeting with local leaders to strengthen intergovernmental relationships and shared priorities.
- Managed all public communication, marketing materials, messaging strategies, and community awareness efforts associated with the City's Drought Response Plan.
- Completed the mandatory CJIS audit for Florence Municipal Court, coordinated the CIRSA appraisal inspection with Public Works, submit the 2026 FMCSA report with help from the Building Department, and managed the City's 2026 fire extinguisher inspection to maintain safety and compliance standards.
- Proudly attended the 250/150 America's Parade in downtown Florence.

Upcoming

- Advancing code modifications related to peddlers licensing, and dog licensing.
- Kelci and I are working to establish a City Council onboarding program to better educate electeds for the City of Florence



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Pool Manager Report

July 28, 2026

This month at the pool we have been focusing on professionalism and having appropriate interactions with all patrons. We have coached staff in the moment and at staff meetings when difficult situations arise, and we have already seen marked improvement in this area.

Accomplishments

- Continued training staff in all areas of job performance and pool operations.
- Had a very successful 4th of July weekend with games and activities.
- During the Aspen Acres fire evacuations, we offered free water and popsicles to all evacuees.
- Provided feedback to all swim instructors at the conclusion of session 1 swim lessons and ensured proper implementation of feedback during session 2.
- Documented incredible improvement in the facilitation of swim lessons during round 2 and completed that session.
- Confirmed registration and began session 3 swim lessons.
- Held the second in-service for guards where they practiced their rescues and how to have a safe zone.
- Performed many cleaning tasks inside and outside of the facility to improve the environment and sanitation for all.
- Minimized the number of manager hours and overall labor hours.
- Completed writing the policy manual- under review with the City Clerk

Upcoming

- Hold the last staff party of the season and celebrate accomplishments and improvements.
- Prepare the facility and the staff for the final week of operations.
- Prepare social media communication to inform the public of the last day and other operational measures.
- Celebrate all staff during lifeguard appreciation week from 7/27-7/31.

Goals

- Commend season accomplishments and continue developing areas of improvement.
- Prepare a thank you poster board for the water department for their assistance with the pool season.
- Finish adding city logos and colors to the policy manual for final publication.