



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

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

1) CALL TO ORDER & PLEDGE OF ALLEGIANCE

City Council Chambers, 600 W. 3rd Street, Florence, CO 81226

2) ROLL CALL:

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

3) PUBLIC COMMENTS

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

4) CONSENT AGENDA

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

5) OLD BUSINESS

- a) Consider approving Ordinance No. 2 - 2026, an ordinance adding Chapter 15.13 "Wildfire Resiliency Code" to Title 15 of the Florence Municipal Code and therefore adopting the Colorado Wildfire Resiliency Code by reference.
- b) Consider adopting the second reading of Ordinance No. 8 - 2026 – an ordinance approving the designation of the Morgan Building at 109 West Main Street as a Local Historic Landmark
- c) Consider adopting the second reading of Ordinance No. 9 - 2026 – an ordinance approving the designation of the St. Alban's Episcopal Church at 307 East 2nd Street as a Local Historic Landmark

6) NEW BUSINESS

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

7) COUNCIL REPORTS

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

- 8) **EXECUTIVE SESSION(S): IF NECESSARY**
- 9) **ADJOURNMENT:** Adjournment until the regular City Council Meeting Monday, September 8, 2026.



FLORENCE CITY COUNCIL
Regular Meeting Minutes
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

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, and Water Superintendent Brandon Harris.

3) PRESENTATIONS

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

Planning Director Ashley Fox presented formal recognition of the San Juan Bautista Cemetery's official placement on the Colorado State Register of Historic Properties. The cemetery was listed through History Colorado as part of the Colorado Heritage for All Initiative, a statewide effort launched in celebration of Colorado's 150th anniversary to recognize and preserve historically significant properties throughout the state. Planning Director Fox then acknowledged all the people and organizations who contributed.

Rick Archuletta- San Juan Bautista Cemetery Association President
Donated a book on the history of the cemetery written by Sherri Skye Stuart, and elaborated on upcoming celebration plans.

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).

There was no public input.

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

Councilor Gardner requested item 5e and 5f be removed from the Consent Agenda.

Councilor Stone motioned to approve the Consent Agenda items 5a, 5b, 5c, 5d, and 5g. Councilor Mergelman seconded. With the Councilmembers voting in favor of the motion, the motion carried.

City Council inquired about event specifics regarding Louie's Temporary Use Permit.

Councilor Gardner motioned to approve the Temporary Use Permit for Louie's Place, as presented, contingent on proof of Special Events coverage and two additional security guards. Councilor Stone seconded. With the Councilmembers voting in favor of the motion, the motion carried.

Councilor Mergelman motioned to approve the temporary modification of premises for Louie's Place, contingent upon receipt of Special Event coverage, as presented. Councilor MacKinnon seconded. With the Councilmembers voting in favor of the motion, the motion carried.

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

Planning Director Fox elaborated on Ordinance No. 6 – 2026. City Council approved the first reading of this ordinance on July 20, 2026.

Councilor MacKinnon motioned to approve Ordinance No. 6 – 2026 on second reading, a designation of the First Baptist Church of Florence (Bell Tower) as a Local Historic Landmark and listing it on the Local Historic Registry.

Seconded by: Councilor Stone

6 Ayes

Motion Passed: 6 – 0

- 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

Planning Director Fox elaborated on Ordinance No. 7 – 2026. City Council approved the first reading of this ordinance on July 20, 2026.

Councilor MacKinnon motioned to approve Ordinance No. 7 – 2026 on second reading, a designation of the Lobach Block as a Local Historic Landmark and listing it on the Local Historic Registry.

Seconded by: Councilor Mergelman

5 Ayes, 1 Abstain Stone

Motion Passed: 5 – 0

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

Planning Director Fox reported on the Local Historic Landmark for 109 West Main Street. The Historic Planning Commission unanimously approved the application for City Council's approval on July 28, 2026.

Councilor MacKinnon motioned to approve Ordinance No. 8 – 2026 on first reading, a designation of the Morgan Building as a Local Historic Landmark and listing it on the Local Historic Registry.

Seconded by: Councilor Stone

6 Ayes

Motion Passed: 6 – 0

- 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

Planning Director Fox reported on the Local Historic Landmark for 307 East 2nd Street. The Historic Planning Commission unanimously approved the application for City Council's approval on July 28, 2026.

Councilor MacKinnon motioned to approve Ordinance 9 – 2026 on first reading, a designation of St. Alban's Episcopal Church as a Local Historic Landmark and listing it on the Local Historic Registry.

Seconded by: Councilor Mergelman

6 Ayes

Motion Passed: 6 – 0

8) COUNCIL REPORTS

- a) City Council Reports

Councilor Gardner spoke positively of the America's Parade.

Councilor Mergelman and Councilor Stone attended the City/City/County meeting, the Pioneer Park bathroom ribbon cutting, and the America's Parade. Councilor Stone elaborated on the Historic Preservation Committee's local initiatives.

Councilor Vanhoutan commended the America's Parade Committee.

Mayor Wolfe attended the City/City/County meeting, the Pioneer Park bathroom ribbon cutting, America's Parade, Senior Coffee Chat, Florence Chamber meeting, and scouted information to establish better camping opportunities in Florence.

- b) City Manager Reports

City Manager Lori Cobler stated the City would be modifying the Council Chambers technology and discussing economic development in the upcoming 81226 Report podcast. She attended the Pioneer Park bathroom ribbon cutting and the Farmers Market. She also announced the Chip Seal project progression and the recently mailed Drought Response Plan infographic.

City Clerk Cortlyne Huppe announced the 2026 pool season closure date.

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.

Councilor MacKinnon motioned to enter into executive session at 7:07 p.m., 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.

Seconded by: Councilor Gardner

6 Ayes

Motion Passed: 6 – 0

Attendees of the executive session were the City Council, the City Attorney, the City Manager, and the City Clerk. The executive session adjourned at 7:42 p.m.

Mayor Wolfe stated the City Council requests more information regarding the above-mentioned leases, and the future vision for City Hall.

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.

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 7:43 p.m.

CITY OF FLORENCE, CO

BY: _____
Steve Wolfe, Mayor

RESPECTFULLY SUBMITTED: _____
Cortlyne Huppe, City Clerk

HONORARILY PREPARED IN SERVICE: _____
Kelci Barr, City Clerk Intern

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	3078310474-	0444151900	MUNICIPAL pool	1	07/28/2026	669.15	.00	669.15	20260804	08/05/2026
Total 201:							669.15	.00	669.15		
245	KRASSA & MILLER, LLC	JULY 2026	0243707890	LEGAL FEES	1	07/30/2026	4,823.52	.00	4,823.52	46947	08/05/2026
Total 245:							4,823.52	.00	4,823.52		
861	CIRSA	INV1004773	0141106700	PUBLIC WORKS	1	08/04/2026	2,423.19	.00	2,423.19	20260805	08/05/2026
Total 861:							2,423.19	.00	2,423.19		
923	ALSCO	LDEN332349	0140608750	FLOOR MAT	1	07/29/2026	75.72	.00	75.72	46938	08/05/2026
		LDEN332350	0143102000	UNIFORM RENTAL-Street	1	07/29/2026	245.45	.00	245.45	46938	08/05/2026
Total 923:							321.17	.00	321.17		
1184	MCCASLAND GLASS, INC	I-26-1624	0140608750	REPAIRED WINDOW	1	08/04/2026	512.24	.00	512.24	46949	08/05/2026
Total 1184:							512.24	.00	512.24		
1718	BLACK HILLS ENERGY	1225088862	0140608600	CEMETERY HOUSE	1	07/14/2026	77.82	.00	77.82	20260803	07/21/2026
		1944485829	0145207830	RIVER PARK	1	07/13/2026	85.25	.00	85.25	20260803	07/16/2026
Total 1718:							163.07	.00	163.07		
1809	TERRITORY ELECTRIC	BOILER BUI	0140608750	Exterior Lighting/ Cable ins	1	06/24/2026	4,700.00	.00	4,700.00	46952	08/05/2026
Total 1809:							4,700.00	.00	4,700.00		
1919	CDPHE	FGD2026036	0241506000	ANNUAL FEE	1	07/27/2026	1,143.00	.00	1,143.00	46940	08/05/2026
Total 1919:							1,143.00	.00	1,143.00		
2467	Century Link	334006856 2	0241505000	SOUTH PLANT	1	07/13/2026	6.10	.00	6.10	20260804	07/28/2026
		334009996 2	0141505000	CITY HALL	1	07/13/2026	17.59	.00	17.59	20260804	07/28/2026

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 2467:							23.69	.00	23.69		
2792	Kindered Kids Child Advoc	1290	0142102500	acute exam	1	07/30/2026	550.00	.00	550.00	46946	08/05/2026
Total 2792:							550.00	.00	550.00		
2871	Core & Main	Z430469	0249509999	AIRPORT PROJECT	1	07/23/2026	16,864.48	.00	16,864.48	46941	08/05/2026
		Z445168	0243807950	sUPPLY RESTOCK	1	07/28/2026	168.00	.00	168.00	46941	08/05/2026
Total 2871:							17,032.48	.00	17,032.48		
2880	Flowpoint Environmental S	2512858	0243557693	license upgrade	1	07/24/2026	500.00	.00	500.00	46943	08/05/2026
		2512859	0243557693	license upgrade	1	07/24/2026	500.00	.00	500.00	46943	08/05/2026
Total 2880:							1,000.00	.00	1,000.00		
2882	Fiber Platform, LLC	SI-26-058433	0142105000	Ethernet Access PD	1	08/01/2026	733.00	.00	733.00	46942	08/05/2026
Total 2882:							733.00	.00	733.00		
2970	TK Elevator Corporation	4800095768	0140608750	fuel surcharge	1	07/24/2026	100.00	.00	100.00	46953	08/05/2026
Total 2970:							100.00	.00	100.00		
3044	3 Rocks Engineering	07/01/26-07/	0243707890	Airport Water Line Project	1	08/04/2026	5,800.00	.00	5,800.00	46937	08/05/2026
Total 3044:							5,800.00	.00	5,800.00		
3110	Old School Concrete & Re	HUSKY PAR	0145207720	HUSKY PARK 150/250 PR	1	08/03/2026	2,000.00	.00	2,000.00	46950	08/05/2026
		HUSKY PAR	0145204585	HUSKY PARK 150/250 PR	2	08/03/2026	1,450.00	.00	1,450.00	46950	08/05/2026
Total 3110:							3,450.00	.00	3,450.00		
3114	Wyatt Legal Services PLLC	534	0141105300	Legal fees City Attorney	1	07/31/2026	4,527.40	.00	4,527.40	46956	08/05/2026
Total 3114:							4,527.40	.00	4,527.40		
3128	Lynn Rae	08032026	0141505750	Mileage-	1	08/03/2026	35.00	.00	35.00	46948	08/05/2026

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 3128:							35.00	.00	35.00		
3249	Amber L. Dickson	14287	0140608755	Monthly cleaning	1	07/30/2026	1,400.00	.00	1,400.00	46939	08/05/2026
Total 3249:							1,400.00	.00	1,400.00		
3302	Utility Notification Center of	226070332	0141105600	4th billing tier annual asses	1	07/31/2026	70.32	.00	70.32	46955	08/05/2026
Total 3302:							70.32	.00	70.32		
3311	Graves Consulting LLC	20260804	0243707890	Compensation Study	1	08/01/2026	2,021.50	.00	2,021.50	46944	08/05/2026
		20260804	0144007400	Compensation Study	2	08/01/2026	2,021.50	.00	2,021.50	46944	08/05/2026
Total 3311:							4,043.00	.00	4,043.00		
3318	Ron Fritz	BULK CARD	0234401200	BULK STATION CARD RE	1	08/03/2026	71.50	.00	71.50	46951	08/05/2026
Total 3318:							71.50	.00	71.50		
3319	Tuffy Lawson	BULK STATI	0234401200	BULK STATION PRE PAID	1	08/03/2026	99.10	.00	99.10	46954	08/05/2026
Total 3319:							99.10	.00	99.10		
3320	High Country Appraisal Ser	26-0706	0144007400	Property Appraisal- 621 N	1	07/29/2026	600.00	.00	600.00	46945	08/05/2026
Total 3320:							600.00	.00	600.00		
Grand Totals:							54,290.83	.00	54,290.83		

Report Criteria:

Detail report type printed

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
71	CANON RENTAL CENTER	311947	0146008030	4th of July	1	07/26/2026	769.56	.00	769.56	46959	08/12/2026
		312099	0145205000	lions park	1	07/29/2026	82.50	.00	82.50	46959	08/12/2026
		312100	0145204583	Skate park	1	07/29/2026	150.00	.00	150.00	46959	08/12/2026
		312113	0145204581	Pioneer Park	1	07/29/2026	280.00	.00	280.00	46959	08/12/2026
		312274	0143103500	Portable	1	07/29/2026	84.00	.00	84.00	46959	08/12/2026
		312477	0145205000	lions park	1	07/28/2026	82.50	.00	82.50	46959	08/12/2026
Total 71:							1,448.56	.00	1,448.56		
274	MASTER PRINTERS	44552	0141503000	Self inking stamp	1	08/06/2026	45.00	.00	45.00	46972	08/12/2026
Total 274:							45.00	.00	45.00		
861	CIRSA	08/11/2026	0141106700	Workers comp	1	08/11/2026	500.00	.00	500.00	20260807	08/12/2026
Total 861:							500.00	.00	500.00		
923	ALSCO	LDEN332013	0143102000	UNIFORM RENTAL	1	07/22/2026	238.45	.00	238.45	46957	08/12/2026
		LDEN332687	0143102000	UNIFORM RENTAL	1	08/05/2026	237.45	.00	237.45	46957	08/12/2026
Total 923:							475.90	.00	475.90		
1461	CITY OF CANON CITY	CML 75031	0141105700	2026 CML DISTRICT 13 M	1	08/10/2026	210.00	.00	210.00	46962	08/12/2026
Total 1461:							210.00	.00	210.00		
1718	BLACK HILLS ENERGY	3135165503	0243507660	PUMP @ AIRPORT	1	07/21/2026	1,281.13	.00	1,281.13	20260804	07/27/2026
		5278901611	0243557680	COAL CREEK TANK	1	07/20/2026	20.78	.00	20.78	20260803	07/23/2026
Total 1718:							1,301.91	.00	1,301.91		
1965	PRAIRIE MOUNTAIN medi	458299	0141107300	LEGAL PUBLICATIONS	1	07/31/2026	161.70	.00	161.70	46974	08/12/2026
Total 1965:							161.70	.00	161.70		
2496	TAYLOR MECHANICAL	I260728932	0140608750	Service call/Trip Charge	1	07/28/2026	135.00	.00	135.00	46976	08/12/2026

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 2496:							135.00	.00	135.00		
2497	Gobins Inc	08112026	0141503000	coNTRACT	1	07/31/2026	239.95	.00	239.95	46969	08/12/2026
		AR5331285	0141503000	copier maintenance	1	08/03/2026	381.98	.00	381.98	46969	08/12/2026
Total 2497:							621.93	.00	621.93		
2693	CH2M Hill Engineers, Inc.	709336CH03	0243707890	EFWA VAULT ASSESMEN	1	08/07/2026	7,170.25	.00	7,170.25	46961	08/12/2026
Total 2693:							7,170.25	.00	7,170.25		
2748	The Rock Parts Company	174-999136	0243707861	Water TRUCK VEHICLE M	1	07/20/2026	140.82	.00	140.82	46977	08/12/2026
Total 2748:							140.82	.00	140.82		
2871	Core & Main	Z084685	0243807950	PIONEER BATHROOM RE	1	06/04/2026	183.00	.00	183.00	46963	08/12/2026
		Z497854	0243808090	sUPPLY RESTOCK	1	08/05/2026	3,727.52	.00	3,727.52	46963	08/12/2026
Total 2871:							3,910.52	.00	3,910.52		
2880	Flowpoint Environmental S	2512747	0243557693	PROGRAMMING AND SO	1	06/10/2026	3,000.00	.00	3,000.00	46968	08/12/2026
Total 2880:							3,000.00	.00	3,000.00		
3057	Ashley Fox	08112026	0144006500	Training Meals Mileage Per	1	08/04/2026	471.80	.00	471.80	46958	08/12/2026
Total 3057:							471.80	.00	471.80		
3194	Miss Independent Distributi	658903725	0444152400	concessions	1	07/27/2026	72.00	.00	72.00	46973	08/12/2026
Total 3194:							72.00	.00	72.00		
3233	Down to Earth Tree Servic	07312026	0143107571	FRAIZER AND hwy 115 TR	1	07/31/2026	1,600.00	.00	1,600.00	46967	08/12/2026
Total 3233:							1,600.00	.00	1,600.00		
3291	Spire Building Group	075770	0757708100	Pioneer Park Bathrooms Pr	1	07/31/2026	61,354.78	.00	61,354.78	46975	08/12/2026

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 3291:							61,354.78	.00	61,354.78		
3312	Catherine Karpilo	08102026	0444151100	Aquatics Consulting	1	08/10/2026	175.00	.00	175.00	46960	08/12/2026
Total 3312:							175.00	.00	175.00		
3321	HAROLD LAYBOURN	08062026	0234201050	SOLD PROPERTY-OVERP	1	08/11/2026	80.98	.00	80.98	46970	08/12/2026
Total 3321:							80.98	.00	80.98		
3322	Jennifer Evans	08112026	0136001700	park reservation refund	1	08/11/2026	125.00	.00	125.00	46971	08/12/2026
Total 3322:							125.00	.00	125.00		
3323	Community Planning Strate	2026-0060	0144007400	Zoning Codification Project	1	08/12/2026	4,250.00	.00	4,250.00	20260807	08/12/2026
Total 3323:							4,250.00	.00	4,250.00		
Grand Totals:							87,251.15	.00	87,251.15		

Report Criteria:

Detail report type printed

COUNCIL ACTION FORM

MEETING DATE: AUGUST 17, 2026

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider approving the Special Events Permit for Fremont Community Cares

Department: Administration

Staff Recommendation:

Approve the Special Events Permit for the Fremont Community Cares, as presented.

Background/Description of Item:

Fremont Community Cares requests a Special Events Permit to coincide with the Florence Merchants Association's "FloCo Fall Fest & Street Market".

The events is proposed to take place on/at:

- October 10, 2026, 7:00 AM to 6:00 PM
- South Pikes Peak Avenue

Fremont Community Cares is well within its annual permitted dates, and with the City Council's approval the total dates requested would 1/15.

Due to the location of this proposed Special Events Permit, a Temporary Use Permit application was also required. The proposed area for closure would take place on South Pikes Peak Avenue. Specifics regarding the proposed boundary/map can be found in the application.

The applicant has paid the requested fees, and all supporting documentation has been submitted. With the Council's approval, this item is ready to be sent to the Department of Revenue Liquor Enforcement Division.

Financial Impact:

The City fee for this application is \$100.

Attachments:

- Special Events Permit Application
- Proposed Liquor Boundary/Maps

Suggested Motion:

Approve the Special Events Permit for the Fremont Community Cares, as presented, contingent upon proof of Special Event coverage.

Departmental Use Only

Application for a Special Events Permit

Liquor Permit Number (Do Not Fill Out)

In order to qualify for a Special Events Permit, You **Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following (See back for details.)**

- ☐ Social ☐ Athletic ☒ Philanthropic Institution
☐ Fraternal ☐ Chartered Branch, Lodge or Chapter ☐ Political Candidate
☐ Patriotic ☐ National Organization or Society ☐ Municipality Owned Arts Facilities
☐ Political ☐ Religious Institution ☐ Chamber of Commerce

LIAB Type of Special Event Applicant is Applying for:

- 2110 ☐ Malt, Vinous And Spirituous Liquor \$25.00 Per Day
2170 ☐ Fermented Malt Beverage \$10.00 Per Day

Name of Applicant Organization or Political Candidate

Fremont County Community Cares

State Sales Tax Number (Required)

96417801-003-SLS

Mailing Address of Organization or Political Candidate

100 E Main

City

Florence

State

CO

ZIP Code

81226

Address of Place to Have Special Event

100 E Main and Pikes Peak Ave from Main to Front

City

Florence

State

CO

ZIP Code

81226

Authorized Representative of Qualifying Organization or Political Candidate

Jayme Newsom

Date of Birth (MM/DD/YY)

Phone Number

719 419 4190

Authorized Representative's Mailing Address (if different than address provided in Question 2.)

City

State

CO

ZIP Code

Event Manager

Jayme Newsom

Date of Birth (MM/DD/YY)

Phone Number

Event Manager Home Address

City

State

ZIP Code

Email Address of Event Manager

1. Is the place to have the Special Event located on State-owned property?

☐ Yes ☒ No

2. Has Applicant Organization or Political Candidate been issued a Special Event Permit this Calendar Year?

☒ No ☒ Yes, How many days? (10/15)

3. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes?

☒ No ☐ Yes, License Number

4. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed?

☒ Yes ☐ No

5. For Chambers of Commerce - Each member who holds a retail establishment permit attests they are not exercising the privileges of the retail establishment permit for the duration of the SEP days.

☐ Yes ☐ No

6. For Chambers of Commerce - Please list all members participating in the SEP.

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date

10-10-2026

Date

From:

7am

To:

6PM

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Date

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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.

Title

EXECUTIVE DIRECTOR

Signature



Date (MM/DD/YY)

8-2-26

Report and Approval of Local Licensing Authority (City or 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 provisions of Title 44, Article 5, C.R.S., as amended.

Therefore, this Application is Approved.

Local Licensing Authority (City or County)

☐ City ☐ County

Telephone Number of City/County Clerk

Title

Signature

Date (MM/DD/YY)

Do Not Write in this Space - For Department of Revenue Use Only

Liability Information

License Account Number

Liability Date

State

Total

-750 (999) \$.00



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Louie's Place

Florence Hair Company



Sidewalks Open

Sidewalks Open

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COUNCIL ACTION FORM

MEETING DATE: AUGUST 17, 2026

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider approving the Temporary Use Permit for Fremont Community Cares

Department: Administration

Staff Recommendation:

Approve the Temporary Use Permit for the Fremont Community Cares, as presented.

Background/Description of Item:

Fremont Community Cares has submit a Temporary Use Permit to coincide with the Florence Merchants Association's "FloCo Fall Fest & Street Market".

The Temporary Use Permit lists the following dates/times:

- October 10, 2026, 7:00 AM to 6:00 PM
- South Pikes Peak Avenue

The temporary street closure for this application would take place on South Pikes Peak Avenue. Specifics regarding this modification 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 County Emergency Management, Fremont County Dispatch, and Florence Fire Protection District.

Attachments:

- Temporary Use Permit Application
- Proposed Map(s)

Suggested Motion:

Approve the Temporary Use Permit for the Fremont Community Cares, 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) Fremont County Community Cares
Contact Jayne Newsom
Address 100 E Main St
City Florence State CO Zip 81226
Phone (719) 419-4190 Email Jayne@MountainViewHomesCo.Com

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

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

SITE INFORMATION

Facilities to be utilized 100 E Main and Pikes Peak Ave from Main to (possibly) Front Street
Property Address 100 E Main Current Land Use CITY STREET

USE SPECIFICATIONS

Type of Use/Activities to Take Place BBQ Comp. and Beer and Wine Sales
Name of Event FCCC ANNUAL BEER + BBQ BENEFIT COMPETITION
Days and Hours of Operation Oct. 10th during the fall festival
Starting Date/Time 7am Ending Date/Time 6pm
Include time needed for setup and cleanup
Anticipated # of attendees 100 Anticipated # of workers/volunteers 10/12
Cost of attendance TBD Anticipated # of vendors 6-12

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 7/2/20



AFFIDAVIT OF APPLICATION

I, April J. Kiser 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 5/2/20

Print Name of organization contact: _____

PETITION FOR TEMPORARY USE APPLICATION

I, Travis Newson, 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:

1

Fremont County Community LAZ45

Signature

Printed Name of owner or tenant

Address

1. Cheek Amber Cheek 116 E Main St Florence
2. Devine Molly Devine 830 M. St Penrose
3. Darlene Polyn Mary St Barber 115 E Main St #4
4. Faye Roberts Faye Roberts 107 E Main
5. Stephanie Miller Stephanie Miller 101 E Main St
6. Brandy Wilson Brandy Wilson 101 E Main St
7. K. Todd K. Todd 103 W Main St.
8. Jodee Pearsall Jodee Pearsall 100 S. Pikes Peak Ave.
9. Shannon McCall Shannon McCall 113 S. Pikes Peak
10. Becky Houser Becky Houser 123 S. Pikes Peak

SIGNATURE OF CIRCULATOR:

Signature: [Signature]

Date

7-

Emergency Operations & Safety Plan FCCC Annual Beer & BBQ Benefit Competition

Event: FCCC Annual Beer & BBQ Benefit Competition

Host: Fremont County Community Cares (501(c)(3))

Location: Pikes Peak Avenue, between Main Street and Front Street, Florence, Colorado

Event Type: Public charitable fundraiser with controlled alcohol service Purpose

The purpose of this plan is to provide procedures for responding to emergencies while ensuring the safety of attendees, volunteers, vendors, and staff. Event Safety Alcohol consumption is restricted to the designated event area. Volunteers will continuously monitor the event perimeter and exits to ensure no alcoholic beverages leave the licensed premises. Anyone attempting to leave with an alcoholic beverage will be politely instructed to dispose of it or remain within the event boundaries. Volunteers will immediately notify event leadership of any safety concerns or disruptive behavior. Medical Emergencies A licensed paramedic will be on-site throughout the event. Volunteers should immediately notify the paramedic and event coordinator of any medical emergency. If additional emergency medical services are needed, 911 will be called immediately. Volunteers should assist with crowd control and provide responders with clear access to the patient. Fire or Other Emergency In the event of fire, hazardous conditions, severe weather, or any situation requiring evacuation: Notify the Event Coordinator immediately. Call 911 if emergency services are required. Volunteers will calmly direct attendees toward the nearest safe exit. Keep emergency access routes open at all times. Volunteers will assist emergency responders in accessing the incident area. Lost Child or Missing Person Notify the Event Coordinator immediately. Volunteers will monitor exits and assist in locating the individual. If necessary, law enforcement will be contacted. Intoxicated or Disruptive Individuals Alcohol service will cease immediately to any visibly intoxicated person. Volunteers should avoid confrontation and notify the Event Coordinator or security personnel. If necessary, law enforcement will be contacted. Safe transportation should be encouraged whenever possible. Volunteer Responsibilities Volunteers are responsible for: Monitoring event boundaries and exits. Helping maintain safe pedestrian traffic. Reporting hazards or emergencies immediately. Assisting emergency responders as directed. Remaining calm and providing clear information during any incident. Emergency Vehicle Access Emergency vehicle access shall remain unobstructed at all times. Volunteers will assist emergency responders by clearing pathways and directing them to the incident location. Primary Goal: Protect the safety of all attendees, volunteers, vendors, and emergency responders while ensuring a prompt and orderly response to any incident.



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Louie's Place

Florence Hair Company



Sidewalks Open

Sidewalks Open

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COUNCIL ACTION FORM

MEETING DATE: AUGUST 17, 2026

STAFF CONTACT: LORI COBLER, CITY MANAGER

Agenda Item: Consider approving Amendment 2-04 pursuant to Professional Services Agreement Task Order No. 2 with CH2M Hill Engineers, Inc. for the provision of general engineering services

Department: Administration

Staff Recommendation:

Approve Amendment 2-04 pursuant to Professional Services Agreement Task Order No. 2 with CH2M Hill Engineers, Inc. for the provision of general engineering services.

Background/Description of Item:

CH2M Hill Engineers provides the City of Florence with general engineering services for various projects where engineering expertise is needed. This amendment provides an additional \$35,000 in annual services. The increase is anticipated to be necessary to support upcoming Water Department projects and the airport pump station analysis, which will be required to facilitate any future development to the north.

Financial Impact:

The cost of this item will be split between the General Fund and the Water Fund. The amount paid by each fund will be based upon what services are being provided (i.e. water-related services are paid by the Water Fund; street and planning related services are paid by the General Fund, etc.). This amount is within the total budget allocated for professional services across the General and Water Funds.

It is important to note that the cost is not paid in full up front, but only as the services are utilized.

Attachments:

- Amendment 2-04

Suggested Motion:

Approve Amendment 2-04 pursuant to Professional Services Agreement Task Order No. 2 with CH2M Hill Engineers, Inc. for the provision of general engineering services for an amount not to exceed \$35,000.

AMENDMENT NO. 2-04

This amendment is issued pursuant to the Professional Services Agreement Task Order No. 2, dated September 2018, which is incorporated herein by this reference, with respect to City of Florence General Engineering Services:

This Amendment 4, to Task Order No. 2, made and entered into this _____ day of _____, 2026 by and between the City of Florence, Colorado ("Owner") and CH2M HILL Engineers, Inc. ("ENGINEER").

WHEREAS, the Owner and ENGINEER entered into a Master Agreement for Professional Services ("AGREEMENT") for providing engineering and related services on an as-needed basis, effective August 6, 2018; and

WHEREAS, the Owner and ENGINEER wish to increase the scope and fee and duration of Task Order No. 2 ("PROJECT") to include General Engineering Services; and

WHEREAS, the parties may modify the PROJECT upon mutual written agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth herein the adequacy of which is hereby acknowledged by the parties to be sufficient, the parties agree to the additional changes as follows:

1. TASK ORDER NO. 2: Add \$35,000 to the compensation budget for additional General Engineering Services to be provided. Work shall be invoiced on a time and expense basis in accordance with the current billing rates Established in the MSA with amendments, and up to the amount budgeted in this task order. The General Engineering Services anticipated are as defined in Exhibit A2-04.

Original Budget Task Order No. 2	\$25,000
Sub-total of Prior Amendments 1-3	\$85,000
<u>Additional Budget Requested by this Amendment 4 to Task Order 2</u>	<u>\$35,000</u>
Total Budget Task Order No. 2 with Amendment 4	\$145,000

All other terms and conditions set forth in the AGREEMENT shall remain unchanged and in full force and effect.

Authorized Representatives designated below are authorized to act with respect to this Amendment.	
For the OWNER: City of Florence, CO	For CH2M HILL Engineers, Inc.
Address: 600 West 3 rd Street Florence, CO 81226	Address: 7001 E. Belleview Ave. Suite 1000 Denver, CO 80237
Telephone: (719) 784-4848	Telephone: (303) 771-0900

Accepted for OWNER by:	Accepted for CH2M HILL Engineers, Inc. by:
Signature:	Signature: 
Name (print):	Name (print): Kyle Hamilton
Title:	Title: Vice President
Date:	Date: 7/29/2026



Exhibit – A2-04

City of Florence, CO

City of Florence General Engineering Services (Project).

Amendment No. 2-04 Additional Funding

Scope of Services

Purpose for this Task Order:

The City wishes to utilize Engineer for on-call work for a variety of general engineering services. This task order is intended to support that, with a not-to-exceed fee budget being allocated in increments, as necessary to fund the work being requested.

1. Scope, Schedule and Fee Verification:

a. Owner Responsibilities:

- i. Provide an email request to the Engineer's Project Manager outlining the scope of work and schedule requirements for each request for engineering services.
- ii. Review Engineer's estimate of fee required to accomplish the services and provide confirmation via email to Engineer to proceed prior to Engineer executing the work.

b. Engineer Responsibilities:

- i. Provide City with an estimate of the fee required and advise City promptly if the scope of work is expected to increase beyond that amount.

2. Compensation Provisions:

- a. Work shall be invoiced on a time and expense basis in accordance with the rates established in the current MSA and up to the amount budgeted in this task order. The hourly billing rates will include allowances for salary, benefits, overhead, and profit. Direct expenses will be billed at actual cost or standard billing rates. Other expenses will include travel, printing, mailing, copying, supplies, and other similar costs incurred in performance of the work. Any subconsultants and outside services will include a 5% markup, although none are anticipated to be required for this proposed scope of services.
- b. Engineer's invoices shall include a breakout of the services performed so that the City can allocate the work to their appropriate budget(s).
- c. Budget established by the City:

Original Task Order No. 2:	\$25,000
Prior Amendments (1-3):	\$85,000
Amendment Task Order 2-04:	<u>\$35,000</u>
Total Task Order No. 2 Budget with Amendment 2-04:	\$145,000
- d. Increases to this budget may be authorized by the City at any time by advising the Engineer's Project Manager via email, with a formal task order amendment then being prepared by the Engineer for formal City approval within 3 weeks thereafter.

3. Anticipated scope of work that may be included under this task order for general engineering services includes, but is not limited to, planning, analysis, or design for the following types of projects:
 - a. Planning assistance for public works projects
 - b. Street improvements, including sidewalks
 - c. Water lines
 - d. Development reviews
 - e. Water storage tanks
 - f. Water treatment plant improvements
 - g. Raw water intake, diversion and pipelines
 - h. Raw water storage
 - i. Storm water storage and conveyance projects
 - j. Surveying
 - k. Geographic Information Systems
 - l. Water distribution system mapping and hydraulic modeling
 - m. Opinions of cost
4. Option for large or unique scopes of work:
 - a. It is anticipated that there will be projects that are of sufficient magnitude or complexity that individual task orders will be negotiated. A request for this may be initiated by the City or the Engineer, especially if either party identifies a need to add scope-specific language to the task order.
 - b. For work associated with dams, tunneling, or other disciplines with elevated risks, Engineer will develop a scope and fee for that specific work and a corresponding task order will be requested.

Assumptions:

- Data by Others: It is assumed that data provided by others is accurate, complete, and will be provided in a timely fashion. Correction of data provided by others is not included herein.
- Opinions of Cost and Schedules: In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for the Project, Engineer has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by operating personnel or third parties; and other economic and operational factors that may materially affect the ultimate Project cost or schedule. Therefore, Engineer makes no warranty that the actual Project costs, financial aspects, economic feasibility, or schedules will not vary from Engineer's opinions, analyses, projections, or estimates.

COUNCIL ACTION FORM

MEETING DATE: AUGUST 17, 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.

This LUA includes the previously approved airport hydrant meter, the two untreated water reservoirs, and an additional water hydrant located at the City of Florence water treatment plant. The USDA Forest Service provided an all-inclusive LUA which is attached.

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 1:

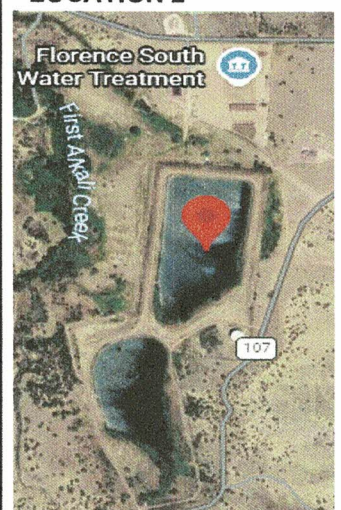
SW corner of the Fremont Co. Airport 60298 Hwy 50 Penrose, CO. 81240. lat/long: 38°25'2.9"N; 105°06'16.4"W. Agreement for use of one Hydrant and water for Incident Air Operations.

Location 2:

38.3403482, -105.1175218

The coordinates are for a total of 3 sites: Two untreated water reservoirs that lie South of the Florence water treatment plant located at 500 Co Rd 100, Florence, CO 81226; and a treated water hydrant at the City of Florence water treatment plan

Agreement for use of One Hydrant and Two untreated ponds for Incident Air Operations.

LOCATION 1**LOCATION 2**

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)

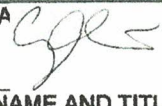
FAR 52.232-17 Interest (MAY 2014)

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).

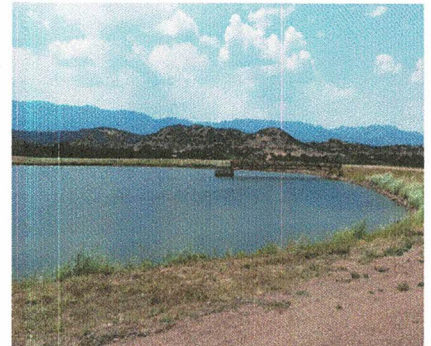
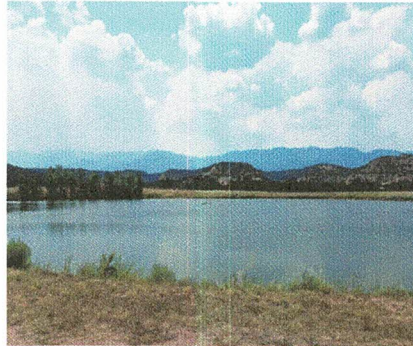
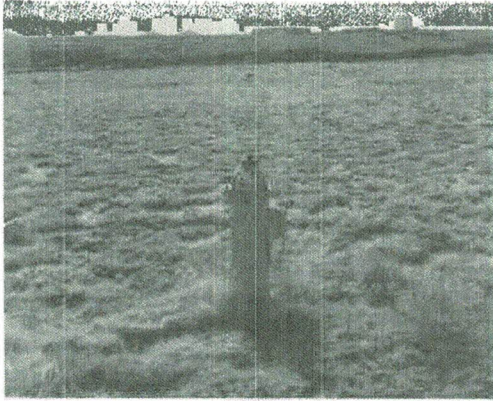
OWNER / OWNER'S AGENT SIGNATURE: 	DATE: 7-6-26	CONTRACTOR'S SIGNATURE: 	DATE: ERICSON Date: 2026.07.08 16:03:05 -07'00'
PRINT NAME AND TITLE: Brandon Harris 719-240-4719 Regional Water Superintendent PHONE NUMBER: EMAIL: brandon.harris@florence.colorado.org		PRINT NAME AND TITLE: Craig Ericson, USDA 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.

Location 1: Hydrant is in operable condition, see Pre-Use photo below.

Location 2: Pre-Use photos of the untreated ponds below



OWNER / OWNER'S AGENT SIGNATURE:

DATE:

GOVERNMENT AGENT / EMPLOYEE'S SIGNATURE:

DATE:

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.

Per conversations between the contractor and government representatives on 08/04 & 08/06, there is no damage reported at Location 1 or Location 2.

Government representative shared with contractor that at location 2, a total of 15,280 gallons were used.

☒ 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:

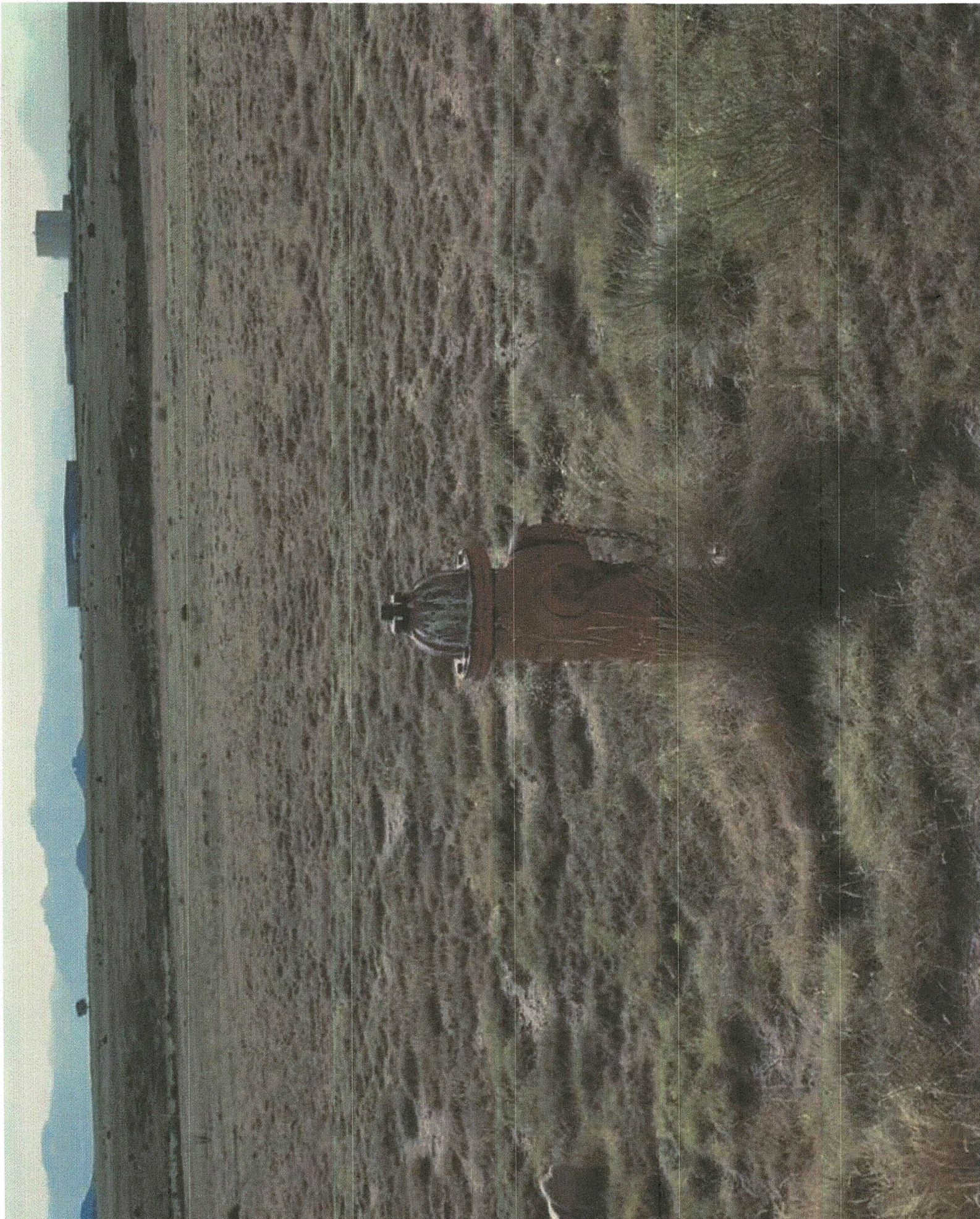
DATE:

PRINT NAME AND TITLE:

Brandon Harris, Regional Water Superintendent

PRINT NAME AND TITLE:

Andrea Delgado, Liaison Officer (v), O-910



Federal Land Use Agreement (LUA) Intake Form

Intent: Logistics, Facilities, PROC, Lead EQTR, FSC etc. to gather the below information and submit to Buying Team CO, AIMS CO or Federal PROC/COPA to initiate LUA on incidents both Federal and State

Incident Name	Aspen Acres
Resource Order S#	☐ Yes, S# _____ ☐ S# has been requested through ordering/dispatch
Purpose (e.g., ICP, Staging, Dip Site)	Helibase> to have a water source at the Fremont Co. airport for the helicopter to fill buckets.
Owners Name	City of Florence
Owner Address (Physical & Mailing)	600 West 3rd street Florence CO. 81226 (City Hall) same for both physical and mailing
Owner Phone (Home & Cell)	719-240-4719
Owner Email	brandon.harris@florencecolorado.org
Active registration in SAM.gov	☐ Yes, Unique Entity Identifier No: _____ ☐ No, provide vendor code worksheet (One-Time Payment ONLY)
Description of Land/Facility (Address, physical location, local description, etc.)	SW corner of the Fremont Co. Airport 60298 Hwy 50 Penrose, CO. 81240. lat/long: 38°25'2.9" X 105°06'16.4"
Proposed Start Date	07/03/2026
Utilities and Services Utilized	1-fire hydrant to fill a fold-a-tank or heliwell.
IMT Point of Contact (Name, Phone Number & Email)	AOBD-Jerry Rule 253-548-7711, AOBD JR. Sullivan 210-396-3304 aspenairops@gmail.com
Other important items to note	Brandon Harris is the City of Florence Regional Water Supt. 719-240-4719. I have talked to Brandon and he said that there is no need to pay for the water or have a meter on it.

Notes:

- Attach pictures and maps of facility / land.
- Please do NOT discuss pricing or rates with landowner.

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	4. Office Reference Number	9. Jurisdiction / Agency
						001160	Custer County
		LAT. 38° 01' 10" N				8. Incident Base / Phone Number COPBC Email copbc@firenet.gov COPBC Dispatch 24 Hr (719) 553-1600 COPBC Fax (719) 553-1616	10. Ordering Office Pueblo Interagency Dispatch Center
		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 - C007 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
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COUNCIL ACTION FORM

MEETING DATE: AUGUST 17, 2026
STAFF REPORT: ASHLEY FOX

Agenda Item: Consider approving Ordinance No. 2 - 2026, an ordinance adding Chapter 15.13 “Wildfire Resiliency Code” to Title 15 of the Florence Municipal Code and therefore adopting the Colorado Wildfire Resiliency Code by reference.

Department: Planning Department

Background / Description of Item:

On March 24, 2026, City Council was first presented with the Colorado Wildfire Resiliency Code (CWRC) for consideration. Following discussion, Council voted to table the item for further review and continued consideration at the May 18, 2026, meeting.

On May 18, 2026, City Council reviewed additional information regarding the Colorado Wildfire Resiliency Code (CWRC). During the discussion, Council raised additional questions and concerns regarding the accuracy of the official Colorado Wildfire Resiliency Code Map and how the mapped areas apply to the City.

Council also discussed whether the City could develop its own wildfire hazard map that more accurately reflects local conditions and, if so, what requirements, process, and costs would be associated with developing and adopting a local map. City Council tabled the item and directed staff to research the process for developing a local map, including associated costs, technical requirements, and any other information necessary for the City to determine whether a locally developed map would be appropriate.

A workshop with City Council was held on August 17, 2026 to discuss the current Colorado Wildfire Resiliency Code Map and the possibility of developing a local wildfire code map.

The State of Colorado adopted Senate Bill 23-166, which required local jurisdictions to adopt the Colorado Wildfire Resiliency Code by April 1, 2026, in order to establish statewide standards intended to reduce wildfire risk to life, property, and infrastructure.

The Colorado Division of Fire Prevention and Control (DFPC), in coordination with the Colorado State Forest Service (CSFS), developed the Colorado Wildfire Resiliency Code to provide minimum construction standards for development located in wildfire hazard areas. The Code addresses items such as building materials, defensible space, and site design intended to improve the resilience of structures and infrastructure in areas at risk of wildfire.

Earlier this year House Bill 26-1334, (Modify Standards of Wildfire Resiliency Code Board) was introduced and presented to the House Committee on Transportation, Housing, and Local Government. The bill was intended to change the required adoption date of the Wildfire Resiliency Code from April 1, 2026, to December 31, 2026, and to require the Wildfire Resiliency Code Board review the code before July 1, 2026.

House Bill 26-1334 was postponed indefinitely by the House Committee on Transportation, Housing, and Local Government, effectively ending its consideration.

Staff Comments:

The proposed ordinance adopts the Colorado Wildfire Resiliency Code by reference and incorporates it into the Florence Municipal Code as Chapter 15.13 under Title 15 – Buildings and Construction.

The ordinance establishes that:

- The Code will apply to new construction, substantial improvements, and other development activities occurring within those designated areas.
- The provisions of the Code will supplement the City's existing building and fire codes and will not replace the City's currently adopted building code.
- The Florence Building Department will administer and enforce the Code through existing permitting, plan review, inspection, and enforcement procedures.
- Existing structures will not be required to retrofit, unless they undergo substantial improvement or other development activities as defined by the Code.

The ordinance also adopts by reference the official Colorado Wildfire Resiliency Code Map, developed by Colorado Division of Fire Prevention and Control (DFPC) and the Colorado State Forest Service, which identifies wildfire hazard classifications.

- The Code will apply only within designated Wildfire Hazard Areas as identified on the official Wildfire Hazard Area Map adopted by the City Council.
- The requirements of the Colorado Wildfire Resiliency Code will apply only to properties located within the designated wildfire hazard areas shown on the adopted map.

Financial Impact:

Staff does not anticipate a significant fiscal impact to the City. Administration and enforcement of the Code will be handled through existing Building Department permitting and inspection processes.

Attachments included:

- Ordinance No. 2 – 2026

Suggested Motions:

- I move that the Florence City Council approve the 1st reading of Ordinance No. 2 - 2026, an ordinance adopting the Colorado Wildfire Resiliency Code and the Colorado Wildfire Resiliency Code Map by reference and adding Chapter 15.13 to the Florence Municipal Code.

ORDINANCE NO. 2 - 2026

AN ORDINANCE ADDING CHAPTER 15.13 “WILDFIRE RESILIENCY CODE” TO TITLE 15 OF THE FLORENCE MUNICIPAL CODE AND THEREBY ADOPTING THE COLORADO WILDFIRE RESILIENCY CODE BY REFERENCE; ESTABLISHING APPLICABILITY WITHIN DESIGNATED WILDFIRE HAZARD AREAS; AND PROVIDING FOR ADMINISTRATION AND ENFORCEMENT.

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

WHEREAS, municipalities are authorized pursuant to § 31-16-201, C.R.S., to adopt codes by reference; and

WHEREAS, the Colorado Wildfire Resiliency Code Board has developed the state model code to establish minimum standards intended to reduce wildfire risk to life, property, and infrastructure; and

WHEREAS, Senate Bill 23-166 requires local jurisdictions to adopt the Colorado Wildfire Resiliency Code by April 1, 2026, to ensure statewide wildfire mitigation readiness by July 1, 2026; and

WHEREAS, the City Council finds that adoption of the Colorado Wildfire Resiliency Code within designated wildfire hazard areas is necessary to promote public health, safety, and welfare; and

WHEREAS, the City Council desires to adopt the Code by reference and incorporate it into the Municipal Code as a new chapter under Title 15 – Buildings and Construction, without repealing or replacing the City’s existing adopted building code.

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

Section 1 – Addition to Municipal Code

Title 15 of the Florence Municipal Code is hereby amended by adding Chapter 15.13, to read as follows:

CHAPTER 15.13 – WILDFIRE RESILIENCY CODE

15.13.010 – Adoption by Reference

Pursuant to § 31-16-201, C.R.S., the Colorado Wildfire Resiliency Code, as published by the Colorado Wildfire Resiliency Code Board, including any appendices and referenced standards, is hereby adopted by reference as if fully set forth herein.

15.13.020 - Applicability

A. The provisions of this Chapter and the adopted Code shall apply only to properties located within designated Wildfire Hazard Areas as identified on the official Wildfire Hazard Area Map adopted by the City Council.

B. Effective July 1, 2026, the Code shall apply to new construction, substantial improvements, and other development activities as defined therein, occurring within such designated Wildfire Hazard Areas.

15.13.030 - Relationship to Other Codes

A. This Chapter supplements the City's adopted building and fire codes.

B. Where provisions of the Colorado Wildfire Resiliency Code conflict with other adopted codes of the City, the more restrictive provision shall apply within designated Wildfire Hazard Areas.

C. Nothing in this Chapter shall be construed to repeal or replace the City's adopted building code, except as specifically applicable within designated Wildfire Hazard Areas.

15.13.040 – Administration

A. The Florence Building Department is designated as the Code Official for purposes of administration and enforcement of this Chapter.

B. Permits, plan review, inspections, and enforcement procedures shall be consistent with those established under Title 15 of the Municipal Code.

15.13.050 – Enforcement and Penalties

A. Any violation of this Chapter or the adopted Colorado Wildfire Resiliency Code shall constitute a violation of the Florence Municipal Code.

B. The Building Official shall have authority to issue correction notices, stop-work orders, and other administrative enforcement actions authorized under Title 15.

C. In addition, any authorized Code Enforcement Officer of the City is hereby empowered to enforce the provisions of this Chapter and may issue municipal summonses and complaints for violations in the same manner as set forth in Chapter 1.12 of the Florence Municipal Code.

Section 2. Adoption of Wildfire Hazard Area Map.

A. The City Council hereby adopts the official Colorado Wildfire Resiliency Code Map, developed by the Colorado Wildfire Resiliency Code Board identifying areas within the City subject to the fire intensity classifications for purposes of applicability of Chapter 15.13 - Wildfire Resiliency Code.

B. The Colorado Wildfire Resiliency Code Map is incorporated herein by reference as if fully set forth and shall be accessible online, and/or maintained on file in the office of the City Clerk and the Building Department.

C. The provisions of Chapter 15.13 and the adopted Colorado Wildfire Resiliency Code shall apply only to properties located within the designated fire intensity classifications as identified on the officially adopted map.

Section 3. Severability.

If any section, subsection, sentence, clause, or phrase of this Ordinance is held invalid, such decision shall not affect the remaining portions of this Ordinance.

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 17, 2026

STAFF REPORT: ASHLEY FOX, PLANNING DIRECTOR

Agenda Item: Consider approving the second reading of Ordinance No. 8 - 2026 – an ordinance designating 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.

City Council:

On August 3, 2026, City Council unanimously approved the first reading of Ordinance No. 8-2026.

Attachments included:

- Ordinance No. 8 – 2026

Suggested Motion:

- I move that the Florence City Council approve the second reading of Ordinance No. 8-2026, designating the Morgan Building as a Local Historic Landmark and placing it on the Local Historic Registry, based on the findings of fact set forth in Section 15.60.080 of the Florence Municipal Code.

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 17, 2026

STAFF REPORT: ASHLEY FOX, PLANNING DIRECTOR

Agenda Item: Consider approving the second reading of Ordinance No. 9 - 2026 – an ordinance designating 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:** Episcopal Diocese of Colorado

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 use 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.

City Council:

On August 3, 2026, City Council unanimously approved the first reading of Ordinance No. 8-2026.

Attachments included:

- Ordinance No. 9 – 2026

Suggested Motion:

- I move that the Florence City Council approve the second reading of Ordinance No. 9 - 2026, designating the St. Alban's Episcopal Church as a Local Historic Landmark and placing it on the Local Historic Registry, based on the findings of fact set forth in Chapter 15.60.080 of the Florence Municipal Code.

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*

COUNCIL ACTION FORM

MEETING DATE: AUGUST 17, 2026

STAFF CONTACT : LORI COBLER, CITY MANAGER

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

Department: Administration

Staff Recommendation:

Adopt Resolution No. 10-2026 authorizing Special Water Counsel to withdraw the 1980 conditional fill right from pending Water Court Case No. 25CW3001.

Background/Description of Item:

In 1980, a Colorado Water Court awarded the Town of Williamsburg, Town of Coal Creek, and the City of Florence (hereafter the “parties”) two conditional water rights in a Water Court case numbered 80CW92.

- 80CW92 awarded the parties a conditional water storage right for a 2,250 acre foot reservoir named the Florence-Coal Creek-Williamsburg Reservoir, now more commonly known as the Oak Creek Reservoir.
- 80CW92 awarded the parties a conditional water storage right with a 1980 priority date to fill the reservoir from the Arkansas River.

This 1980 conditional storage right is so junior that it will never be in priority to allow for water from the Arkansas River unless the Arkansas River is at flood stage. Flooding on the Arkansas River is a 35-year event.

Both conditional water rights from 80CW92 are currently pending diligence review in Water Court Case No. 25CW3001. The State Engineer and Penrose Water District are actively opposing the 1980 conditional fill right due to strict diligence standards.

Abandoning and withdrawing this specific 1980 fill right from Case No. 25CW3001 is intended to resolve the principal objection of the State Engineer and Penrose Water District. This would in theory allow the parties to obtain a stipulated decree preserving the conditional storage right for Oak Creek Reservoir itself.

**The City and the Towns of Williamsburg and Coal Creek have other deeded water rights provided by a Water Court decree entitled 80CW93 that allow for storage of their water in the Oak Creek Reservoir without relying on this 1980 conditional water right.*

Financial Measures

Continued pursuit in water court of this 1980 conditional storage right will most probably force a trial in Water Court, an expensive proposition everyone would hope to avoid. Authorizing special water counsel to withdraw the 1980 fill right from Case No. 25CW3001 is intended to resolve opposing claims and avoid the substantial expense of preparing expert reports and litigating a water court trial.

The Colorado Water Conservation Board has indicated that they support funding a feasibility study of the Oak Creek Reservoir site in the amount of \$200,000. Two new additional parties, Pueblo West Metropolitan District and Canon City, are interested in partnering with the current parties in the Oak Creek Reservoir study. Pueblo West and Canon City have indicated that they will contribute the required 10% match for the feasibility study and have joined the original parties in the current court case before Water Court.

Legal fees for a “Joint Prosecution, Defense and Common Interest Agreement” signed by the parties and Canon City and Pueblo West have been expended. Future legal fees necessary for an Intergovernmental Agreement (IGA) will be necessary in the future, the amount of which is currently unknown.

Attachments:

- Resolution No. 10-2026

Suggested Motion:

Adopt Resolution No. 10-2026, a Resolution authorizing the abandonment and withdrawal of the 1980 conditional fill right in Water Court Case No. 25CW3001.

RESOLUTION NO. 10-2026

A RESOLUTION AUTHORIZING THE ABANDONMENT AND WITHDRAWAL OF THE 1980 CONDITIONAL FILL RIGHT FROM WATER COURT CASE NO. 25CW3001

WHEREAS, in 1980, a Colorado Water Court awarded the Town of Williamsburg, Town of Coal Creek and the City of Florence two conditional water rights in a Water Court case numbered 80CW92.

WHEREAS, 80CW92 awarded the parties a conditional water storage right for a 2,250 acre foot reservoir named the Florence-Coal Creek-Williamsburg Reservoir, now more commonly known as the Oak Creek Reservoir.

WHEREAS, 80CW92 awarded the parties a conditional water storage right with a 1980 priority date for water from the Arkansas River to the Florence-Coal Creek-Williamsburg Reservoir.

WHEREAS, these two conditional water rights are currently pending diligence review in Water Court Case No. 25CW3001 and are opposed by the State Engineer and Penrose Water District.

WHEREAS, this 1980 conditional water storage right is so junior that it will never be in priority to allow for water from the Arkansas River unless the Arkansas River is at flood stage.

WHEREAS, a later Water Court Case named 80CW93 provides for the parties storage of their water rights, not associated with the 1980 conditional right, within the now called Oak Creek Reservoir.

WHEREAS, on advice of special water counsel, abandoning and withdrawing this specific 1980 conditional fill right from Case No. 25CW3001 is intended to resolve the principal objection of the State Engineer and Penrose Water District and best position the parties to preserve the conditional storage right for Oak Creek Reservoir.

WHEREAS, by abandoning this water right by formal action we will be suggesting to the State Engineer and Penrose Water District that they drop their opposition to the now called Oak Creek Reservoir.

WHEREAS, The Town of Coal Creek and the Town of Williamsburg are taking corresponding formal action to authorize the abandonment and withdrawal of this 1980 conditional fill right from Case No. 25CW3001.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FLORENCE, COLORADO, that:

The City of Florence hereby authorizes the abandonment and withdrawal of the 1980 conditional fill right originally awarded in Case No. 80CW92 from pending Water Court Case No. 25CW3001 and special water counsel is hereby authorized to file all necessary court pleadings and amendments in Case No. 25CW3001 to effectuate this withdrawal while continuing to pursue reasonable diligence for the Oak Creek Reservoir conditional storage right.

DULY RESOLVED AND ADOPTED this ____ day of _____ 2026.

ATTEST:

CITY OF FLORENCE, COLORADO

Cortlyne Huppe, City Clerk

Steve Wolfe, Mayor



CITY OF FLORENCE

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

City Manager Report August 17, 2026

Meetings with Agencies, Boards, and Committees

- The 81226 Report Podcast- On Economic Development
- Met with City Hall leasing organizations/entities
- Toured Florence's remaining dirt roads with Public Works Director
- Met with Directors for 2026 and 2027 projects
- Coordinated personnel management and City Hall initiatives with Directors

Discussion Topics & Upcoming Items

- Interview and hired new Water Plant Manager- Congrats Dan Kelso!
- Completed initial compensation survey data compilation
- Public Works break room renovation: progress, electrical install underway
- Bulk Station: status update on the access code project. 202 customer PIN generated
- Pioneer Park bathroom, last of punch list currently being completed
- Budget planning discussions continue.
- 1 Weed abatements completed
- Knocked over trash cans
- Expenses Reports and Sales Tax analysis

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

August 20- John

August 27- Steve

September 3- Rudl

September 10- Tammy

September 17- Brenda

September 24- Q



CITY OF FLORENCE

2% Sales Tax

Historical Perspective | 2016–2026 YTD

THE BIG PICTURE

2016	2020	2023	2025	2026 YTD
\$607,479	\$986,121	\$1,327,907	\$1,322,117	\$639,070

Starting point +28.34% growth Highest annual revenue +8.02% growth Jan.–June

1. Long-term revenue growth

Annual 2% revenue increased from **\$607,479 in 2016 to \$1,322,117 in 2025 — an increase of approximately 118%.**

2. Growth varies from year to year

The strongest annual increase occurred in **2020 at 28.34%**. Since then, annual growth has generally remained positive, except for 2024.

3. Recent performance

2025 showed **8.02% year-over-year growth**, bringing annual revenue back above \$1.32 million.

4. 2026 should be viewed as YTD

Through June 2026, revenue is **\$639,070**, compared with **\$646,955 for January–June 2025**, representing approximately a **1.26% decrease** for the same period.

COUNCIL TAKEAWAY

The 2% revenue stream has more than doubled since 2016, but the rate of growth is not consistent from year to year. The historical trend demonstrates overall long-term growth while also showing periods of flat or declining year-over-year collections.

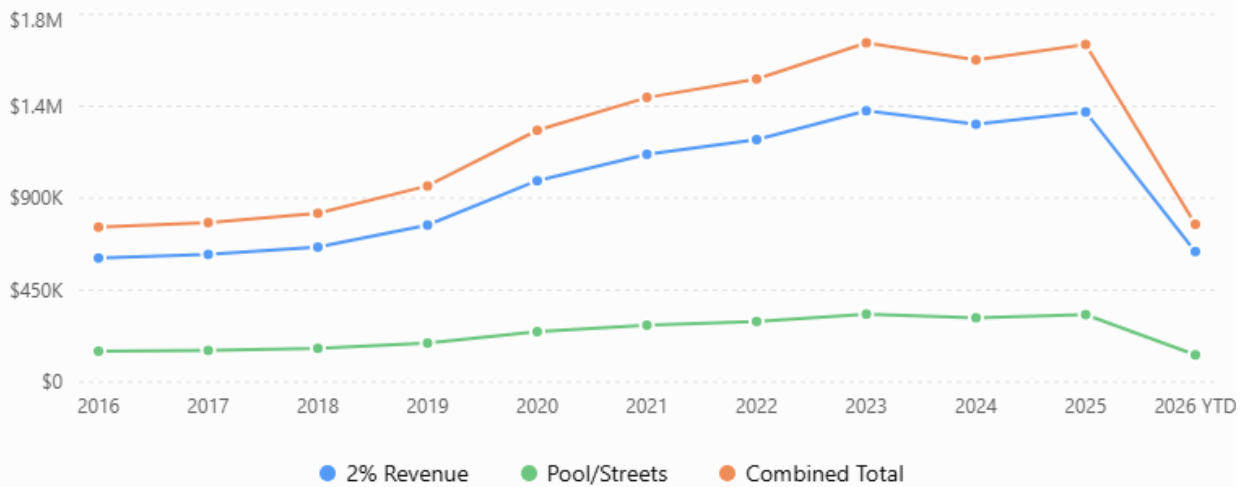
Annual percentage change in 2% of revenue compared with the prior year.

2017	2.9
2018	6
2019	14
2020	28.34
2021	11.51
2022	6.1
2023	10.63
2024	-0.14
2025	8.02
2026 YTD	-1.26

2% Revenue, Pool/Streets Allocation & Combined Total

...

Annual revenue comparison from 2016 through 2026. 2026 reflects year-to-date revenue through June.

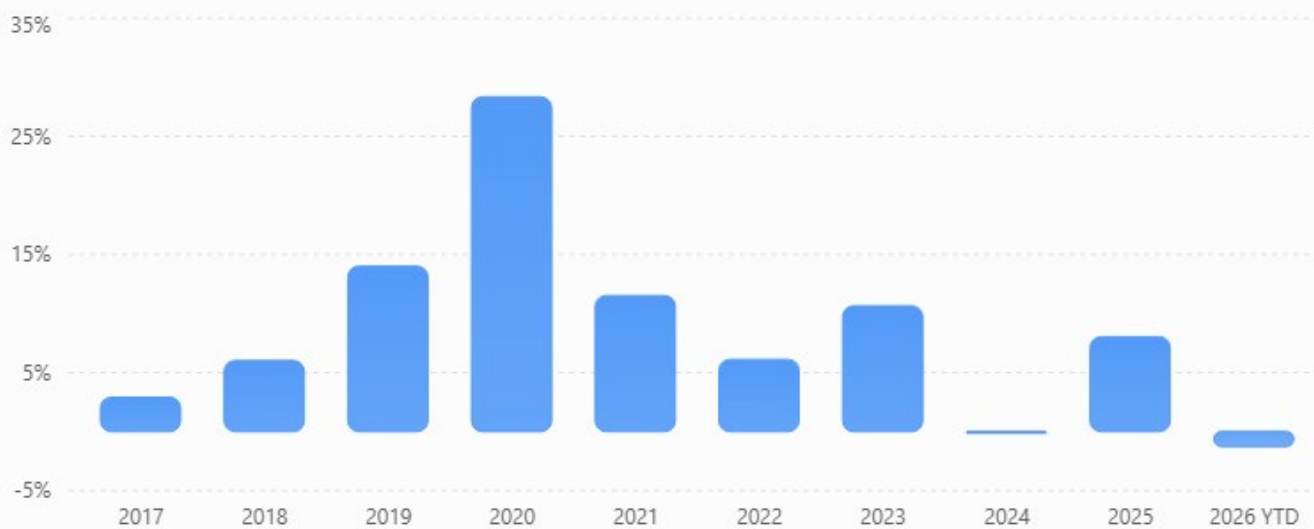


2026 is year-to-date; all other years represent full-year totals.

City of Florence — 2% Revenue Year-to-Year Growth

...

Percentage change in 2% revenue compared with the prior year.



2026 reflects January–June collections compared with January–June 2025. The 2026 YTD change is approximately -1.3%.

**CITY OF FLORENCE
RETAIL SALES TAX COLLECTIONS
2026**

2%	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
January	43,370.78	46,826.53	44,553.70	47,498.23	65,635.43	86,716.06	85,329.31	99,189.58	90,822.95	95,681.18	89,038.94
February	43,424.40	46,101.38	48,725.14	49,240.18	69,337.66	74,560.41	81,456.28	109,619.64	95,903.53	99,932.40	113,616.62
March	54,338.97	54,754.33	57,344.25	66,518.73	73,194.95	100,608.69	94,491.07	123,986.88	98,773.30	118,506.34	111,053.54
April	52,578.71	50,096.32	54,639.86	57,855.64	73,648.82	95,020.17	113,046.77	144,684.69	101,339.81	107,694.44	104,886.65
May	49,679.27	54,822.11	58,320.84	65,961.13	88,045.56	92,982.80	46,103.50	119,137.16	105,204.09	113,214.85	102,896.82
June	57,248.50	57,115.88	64,047.23	66,464.35	97,658.69	99,017.27	105,628.35	102,885.38	107,104.34	112,164.41	117,577.07
July	60,909.95	52,905.87	53,145.06	72,505.96	90,971.62	96,136.58	104,660.87	108,618.44	108,236.48	119,603.66	
August	48,628.40	57,863.38	59,004.84	65,581.48	84,676.51	89,706.90	102,099.36	110,753.22	112,196.71	115,453.49	
September	56,114.58	52,997.46	61,114.02	68,200.46	94,055.55	97,072.31	108,851.93	102,309.41	111,395.25	111,676.13	
October	47,803.76	50,070.74	51,533.30	68,423.76	81,855.62	89,000.71	105,225.34	107,205.55	103,279.55	105,044.14	
November	44,996.49	50,320.11	47,341.47	65,398.15	76,287.90	85,024.26	118,944.56	100,251.74	100,506.18	102,458.39	
December	48,384.90	51,213.06	61,346.11	74,688.66	90,752.82	108,508.64	120,956.38	99,265.30	127,460.35	120,687.61	
TOTAL	607,478.72	625,087.15	661,115.83	768,336.72	986,121.16	1,114,354.81	1,186,793.72	1,327,906.99	1,262,222.55	1,322,117.03	639,069.62
% CHG-PRIOR YEAR	6.1%	2.9%	6%	14%	28.34	11.51	6.10	10.63	(0.14)	8.02%	-1%
Pool 1/2%	Streets 1/2%		2018	2019	2020	2021	2022	2023	2024	2025	2026
January	10,842.70	11,706.63	11,138.43	11,874.56	16,408.86	21,679.02	21,332.33	24,797.39	22,705.74	23,920.29	22,259.73
February	10,856.10	11,525.34	12,181.29	12,310.04	17,334.42	18,640.10	20,364.07	27,404.91	23,975.88	24,983.10	28,404.15
March	13,584.74	13,688.58	14,336.06	16,629.68	18,298.74	25,152.17	23,622.77	30,996.72	24,693.33	29,626.58	27,763.38
April	13,144.68	12,524.08	13,659.97	14,463.91	18,412.21	23,755.04	28,261.69	36,171.17	25,334.95	26,923.61	25,724.20
May	12,419.82	13,705.53	14,580.21	16,490.28	22,011.39	23,245.70	11,525.87	29,784.29	26,301.02	28,303.71	29,394.27
June	14,312.13	14,278.97	16,011.81	16,616.09	24,414.67	24,754.32	26,407.09	25,721.35	26,776.09	28,041.10	
July	15,227.49	13,226.47	13,286.27	18,126.49	22,742.91	24,034.14	26,165.22	27,154.61	27,059.12	29,900.92	
August	12,157.10	14,465.84	14,751.21	16,395.37	21,169.13	22,426.73	25,524.84	27,688.31	28,049.18	28,863.37	
September	14,028.65	13,249.36	15,278.50	17,050.11	23,513.89	24,268.08	27,212.98	25,577.35	27,848.81	27,919.03	
October	11,950.94	12,517.68	12,883.32	17,105.94	20,463.91	22,250.18	26,306.33	26,801.39	25,819.89	26,261.04	
November	11,249.12	12,580.03	11,835.37	16,349.54	19,071.98	21,256.07	29,736.14	25,062.93	25,126.55	25,614.60	
December	12,096.22	12,803.26	15,336.53	18,672.16	22,688.21	27,127.16	30,239.10	24,816.33	31,865.09	30,171.90	
POOL/STREETS	151,869.68	156,271.79	165,278.96	192,084.18	246,530.29	278,588.70	296,698.43	331,976.75	315,555.64	330,529.26	133,545.74
COMBINED TOTAL	759,348.40	781,358.94	826,394.79	960,420.90	1,232,651.45	1,392,943.51	1,483,492.15	1,659,883.74	1,577,778.19	1,652,646.29	772,615.37

Budget Summary

Through July 2026 58% Year Completed



Budget area	Budget	Actual	Difference
Administration	\$ 742,949.00	\$ 455,044.23	\$ 287,904.77
Planning	\$ 204,533.00	\$ 79,715.85	\$ 124,817.15
Public Works	\$ 1,047,484.00	\$ 672,435.41	\$ 375,048.59
Building Maint./Other Expenditures	\$ 219,744.00	\$ 157,095.84	\$ 62,648.16
Water	\$ 6,250,179.00	\$ 2,109,873.48	\$ 4,140,305.52
Balance	\$ 8,464,889.00	\$ 3,474,164.81	\$ 4,990,724.19

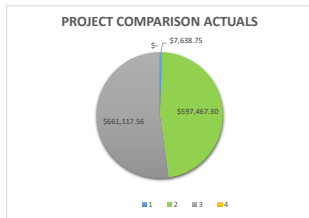
Budget overview YTD thru July 2026



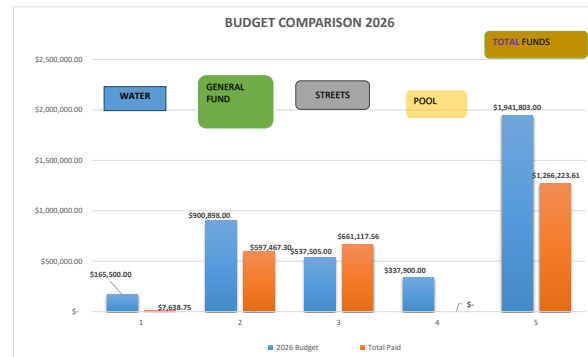


2026 PROJECT DASHBOARD

	Budget Cost	Change Order Amount	Total Cost	Contingency	Invoiced Amt YTD	Within Contingency	Completion %	Pending Invoices	NOTES
POOL PROJECT	\$ 337,900.00	\$ -	\$ -	\$33,790.00	\$ -	\$ -	5%		Starts 8/13
WATER PROJECTS	\$ 165,500.00	\$ -	\$ -	\$ -	\$ 7,638.75	\$ -	0%		RFP Out for Radios
Bathroom Pioneer Park	\$ 591,000.00	\$ -	\$ -	\$ -	\$ 597,467.30	\$ -	40%		Finishing Punchlist
SIP PROJECTS	\$ 482,000.00	\$ -	\$ -	\$ -	\$ 597,467.30	\$ -	90%	Y- Retainer	
PD VEHICLES	\$ 150,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0%		Waiting on Invoice
PD PARKING LOT PROJECT	\$ 159,898.00	\$ -	\$ -	\$ -	\$ -	\$ -	0%		CANCELLED
ADA SIDEWALKS	\$ 43,690.00	\$9,285.16	\$ 52,975.26	\$ 4,369.00	\$ 52,975.26	\$ -	100%	n/a	Complete
ADDITIONAL ADA SIDEWALKS HWY 115	\$ 10,675.00	\$ -	\$ 10,675.00	\$ -	\$ 10,675.00	\$ -	100%	n/a	Complete
STREET SPEED BUMP- HIGH MEADOWS	\$ 1,140.00	\$ -	\$ -	\$ -	\$ -	\$ -			3 Rocks is working on Engineering
JOHNSON HILL DRAINAGE PLAN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			3 Rocks is working on Engineering
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%		
	\$ 1,941,803.00	\$ 9,285.16	\$ 63,650.26	\$ 4,369.00	\$ 1,266,223.61				



	2026 Budget	Total Paid
Water Fund	\$ 165,500.00	\$ 7,638.75
General Fund	\$ 900,898.00	\$ 597,467.30
Streets	\$ 537,505.00	\$ 661,117.56
POOL	\$ 337,900.00	\$ -
	\$1,941,803.00	\$ 1,266,223.61
COMPLETE %		65%



July

[illegible]



CITY OF FLORENCE

600 West 3rd Street
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www.cityofflorenceco.gov

End of Season Pool Review

Run time: 71 days, May 31st through August 11th

Staffing:

17 Lifeguards, 1 Head Guard

3 Cashiers

1 Assistant Manager

1 Pool Manager

**Had several staff members affected by the fire/evacuations, pool team came together and offered assistance/support*

** Staff performed 10 saves throughout the season*

Seasonal Closures:

- Lightning/Thunder: 8
- Bodily Fluids Contaminant: 2
- Chemical Complications: 1

Revenue:

Student: 5,808: \$31,400

Adult: 2,034: \$12,498

Senior: 480: \$2,748

Concessions: \$12,012.25

Aerobics: 523: \$3,864

Parties: 56: \$5,550

Swim Lessons: 110: \$8,250

June Monthly Pool Passes: \$500

Groups Serviced:

- **Kids Klub:** \$1,591.35
**Included in student/adult revenue*
- **Penrose Park and Rec:** \$540
**Included in student/adult revenue*
- **Boys and Girls Club:** \$2,240
- **Canon City Swim Team:** \$2,250

Total Revenue: \$81,312.25

2026 Swim Lessons:

Session 1: June 15 - June 26: 36 Students

Session 2: July 6 - July 17: 40 Students

**Several students moved to session 3 due to fire/evacuations*



CITY OF FLORENCE

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Session 3: July 27 - August 7: 34 Students

Total Revenue: \$8,250

Staff Contributions:

Facility/Seasonal Improvements:

- Implemented online and credit card payments
- Appropriate use of budget to replace equipment/supplies
 - Guard tubes, umbrella bases, guard Shack chairs, hose sprayers, etc.
- Improved monitorization and utilization of pool communication channels
- Staff attendance bonus to increase morale and overall scheduling accountability

Looking Ahead:

- Bathroom floor, install locks on stall doors, install new shower heads
- Purchase new chlorine pump and vacuum
- New facility front doors, and paint lap lines

2026 Pool Project CIP:

Contractor- Jason Hill, Landmark Aquatic

Project Manager Brian Hill, Waters Edge Aquatic Design

Project Timeline- August 24 through December 7, Final Payment December 18, 2026

Awarded: May 4, 2026

The total project cost is \$338,700 (Schedule A: \$291,800 and Schedule B: \$46,900), plus a ten percent (10%) contingency.

The total budgeted amount for this project was \$253,000. Due to the project cost, a budget amendment will be required, and Staff recommends funding the cost difference out of invested cash.

Notes:

We thank the Fremont County Commissioners, Black Hills Energy, and Canon City Area Recreation and Park District for their generous monetary and equipment contributions to the City of Florence. All donations were well received and appreciated by the 2026 pool season patrons.

Approximately 2.5 weeks of attendance, which accounts for 24% of the season, was affected by the fire/evacuations

Bid Proposal

Florance, CO. Pool Renovation Florance, CO.

Proposal Submitted To: Cortlyne Huppe
Proposal Date: 04.21.2026
Proposed Scope of Work: Division 13 (Swimming Pool)
Estimated Construction Timeline: 2026

Base Bid (Schedule A)

General:

- Performance and Payment Bond.
- Pool/Renovation Permit (if needed).
- Health Department Coordination and Inspection Scheduling (if needed).
- Travel, housing, and per diem for out-of-town work.
- 12-month warranty on workmanship and parts (to include return trips)
 - Please note that the Chemistry Controller in Schedule B has a multi-year warranty.

Structural:

- Demo Pool Deck to find and replace broken pipe.
 - Includes haul-off of demo debris.
 - Without knowing the extent of the drainpipe damage, a budgetary number was carried.
 - This bid docs requested that the contractor notifies the engineer of any damage to the skimmer, but does not mention replacing the skimmer as part of the base bid.
 - Since skimmer replacement was not included in the proposal, contractor to leave a small section of deck at each skimmer. This will be a consistent square.
 - Protect all railing wedge anchors for reuse (per the bid docs).
- Demo Pool deck to assess tree root damage.
 - Includes haul-off of demo debris.
- Demo Pool deck to find and repair broken recirculation piping.
 - Includes haul-off of demo debris.
 - Without knowing the extent of the drainpipe damage, a budgetary number was carried.
 - This covers only the area indicated in the bid documents. If the breakage is found to be in a different location, that won't be covered in the base bid.
- Concrete pour-back of all demoed pool deck (to include rebar installation and saw cuts).
- Repair voids/cracks in existing pool shell with Xypex Concentrate. Without having seen the extent of the damage, this proposal only covers repairable cracks (as described in the bid docs). Complete demo not covered in base bid.

Bid Proposal

Base Bid (Schedule A) (Continued)...

Finishes:

- Replace/patch existing plaster finish, to match to the best of contractor's ability.
 - Please note that new plaster will not match exiting paint finish right away.

Equipment:

- Supply and install new ADA Handicap lift (with anchor).
- Remove and replace existing zero depth entry stainless steel handrails.
- Remove and replace existing step stainless steel handrails (two locations).
- Add additional handrail for ADA entry.

Filter Equipment Room:

- Increase backwash fill funnel size.
 - This includes the above grade fill funnel only. No underground piping was called out.
 - The bid docs call for a 12"x8" fill funnel. This indicates that the below piping is already 8".
 - Minimal concrete demo and replacement included, as called out in the bid docs.
 - Backwash line and fill funnel to be completed with a minimum of 6" airgap.
- Provide new pipe supports on existing plumbing.
 - To include wall mounted stainless steel Unistrut with stainless steel pipe clamps.
 - Contractor would like help verifying pipe sizes, so that we can mobilize with the proper pipe clamps. This proposal does not include an additional mobilization for verification.

Base Bid Amount: \$291,800.00

Add Alternate #1 (Schedule B)

Provide New Water Chemistry Controller:

- Provide and install new water chemistry controller.
 - The bid docs indicate that this needs to include installation of a new sample stream.
 - This includes unwiring the existing line voltage to the existing chemical feeds and wiring the controlled voltage supply from the controllers to the existing chemical feed outlets (thus creating automation).

Add Alternate #1 Amount: \$46,900.00



CITY OF FLORENCE

PLANNING DEPARTMENT

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

August 17, 2026
Director's Report

Projects:

Comprehensive Zoning and Land Use Regulations Update –

This year, the Planning Department has been taking steps toward a comprehensive update of the City's Zoning and Land Use Regulations to align them with the goals and policies established in the City's adopted Master Plan. The City was also awarded a Colorado Department of Local Affairs (DOLA) Local Planning Capacity Grant to assist with the project. The project is scheduled to run from August 2026 through June 2027.

The project includes a comprehensive review of the City's zoning and subdivision regulations, including development standards, procedures, definitions, and other land use regulations. The consultant has been selected and is currently reviewing background materials, existing regulations, and supporting documents to begin the update. A steering committee has also been established and will hold its first meeting on August 24, 2026. The committee will provide guidance and feedback throughout the project and assist the Planning Commission as the regulations are reviewed and updated.

The project is a significant step toward implementing the City's Master Plan. The updated regulations will provide the City with the tools necessary to carry out the goals and policies established in the Master Plan and guide future growth and development in a manner consistent with the community's vision and current planning objectives. The update will also provide greater clarity and predictability for residents, property owners, developers, and City staff when navigating the City's development regulations.

Fremont County 250/150 Consortium –

The Fremont County 250/150 Consortium has been a collaborative effort involving the Cañon City Museum, Pioneer Museum, Florence Historical Archives, libraries in Penrose and Florence, Western Fremont Historical Society, and many other community organizations. The consortium was formed to coordinate and support programs and events celebrating the 250th anniversary of the United States and the 150th anniversary of Colorado.

As part of its educational outreach, the consortium developed a student handbook featuring local historical stories and items, which was distributed to fifth-grade students at schools throughout Fremont County in May. The consortium also organized a series of Tavern Talks in Cañon City, Florence, Howard, and Penrose. Each Tavern Talk focused on a significant historical event, person, or story connected to the local community, providing residents with an opportunity to learn more about Fremont County's history in an informal and engaging setting.

The Consortium is an example of how the City can implement the goals of the Master Plan through partnerships and community-based initiatives.



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Florence Mountain Park COSWAP Project –

The Florence Mountain Park COSWAP Project is a wildfire mitigation and forest health project funded through the Colorado Strategic Wildfire Response and Recovery Initiative (COSWAP). The Planning Department played a key role in submitting the COSWAP grant application and continues to assist with coordination and implementation of the project.

The project is designed to reduce wildfire risk, improve forest health, and increase the resiliency of Florence Mountain Park and surrounding areas through strategic vegetation management and fuels reduction. The approved project scope includes 13 weeks of mitigation work. To date, three of the 13 scheduled weeks have been completed. The DOC SWIFT crew is anticipated to return to Florence Mountain Park in the fall/winter season to continue the remaining mitigation work. The project also includes coordination with the U.S. Forest Service, which provides technical assistance and oversight of the work.

The COSWAP project represents an important investment in the City's long-term wildfire mitigation efforts. In addition to reducing hazardous fuels, the project will help improve forest health, protect critical infrastructure and increase the resiliency of Florence Mountain Park for the community. **The project also supports the goals and priorities identified in the City's Master Plan, which emphasizes the importance of maintaining, improving, and investing in the City's parks and recreational resources.**

Historic Preservation - Florence City Flag Project -

Florence Archives and the City continue to collaborate on a project to recreate the City flag and present it to property owners whose buildings or properties are listed on the City's Local Historic Registry.

An 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 replica of the City Flag will be presented to the property owners in recognition of their property's historic significance and contribution to Florence's heritage.

The Fort Carson 4th Infantry Division Brass Band will accompany the tour and presentations, adding to the celebration and providing a unique opportunity for the community to recognize Florence's historic properties. **This project supports the goals of the City's Master Plan by promoting historic preservation, community identity, and civic engagement.**

San Juan Batista Cemetery State Historical Nomination -

In 2025, History Colorado launched 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, document, and recognize historic places associated with communities and stories that have historically been underrepresented in the state's preservation record.



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The City of Florence has participated in this effort through the nomination of the San Juan Bautista Cemetery to the Colorado State Register of Historic Properties. The property was officially listed on the Colorado State Register in July 2026, helping to preserve and recognize an important part of Florence's Hispanic heritage. **This effort supports the City's Master Plan goals related to historic preservation, community identity, and recognition of Florence's diverse history and cultural resources.**

Ashley Fox
Planning Director



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

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



8-17-2026

Water Department Mid-year CIP Updates

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 provides an update on the Capital Improvement Projects identified for 2026, including current project status and anticipated next steps.

Projects

💧 Fremont County Airport Storm Drainage Project – Water Line Relocation

- 3 Rocks Engineering has provided detailed construction drawings for the required water line relocations.
- All materials and parts required for this project have been delivered.
- Water line relocation work is scheduled to begin August 17, 2026.

💧 North Reservoir No. 2 Intake Tower – Slide Gate Valve Repair/Replacement

- The Water Department met with KT Civil, a local contractor, to evaluate options for repairing or replacing the slide gate valves at the North Reservoir No. 2 intake tower.
- We are currently awaiting a cost estimate from the contractor. Once received, the estimated project cost will help determine the appropriate procurement process.
- This is anticipated to be a smaller project that will likely fall within the City Manager's spending authority or, if slightly above that threshold, require the solicitation of three competitive quotes.



💧 East Florence Master Meter Replacement Project

- Jacobs has provided preliminary project cost estimates.
- The Water Department is now working with Jacobs to develop the project plans and construction drawings for replacement of the existing master meter and backflow prevention assembly as well as a bypass line that will be installed to allow for future maintenance and equipment replacement without interrupting water service.



💧 System-Wide Radio & Communications Upgrade

- The first phase of the project has been completed, including an RF path survey to identify the most suitable radio communication system for reliable communication between the Water Treatment Plant and all remote facilities.
- The Water Department plans to issue the Request for Proposals (RFP) for the project shortly. Bid results are anticipated to be presented at the first City Council meeting in September.

💧 Canal Pump Station Turbidity Meter

- All parts and equipment required for the project have been ordered and are currently awaiting delivery.
- Once the equipment is installed, it will be integrated into the Water Department's SCADA system for remote monitoring and alarm capabilities

Brandon Harris
Regional Water Superintendent



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



8-12-2026

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 Year to Date

❖ ADA Ramps

- Roughly 65% of the ADA ramps on the assessment are completed

❖ Chip seal of 9 of the City's dirt roads.

- Should be finished in 2 weeks

❖ Employee Breakroom for the City Shop scheduled to be wired for electricity

❖ Public Restroom at Pioneer Park nearing completion

- 95% completed. Finishing up punchlist details

❖ Working on CDOT annual inspections for all CDOT numbered vehicles

- On going

❖ Going out for bid on W. Front St., South Pikes Peak, and Sunnyside Road and sidewalk project

Completed Projects

- ❖ Began updating the Fleet with purchase of 2024 truck for Public works
- ❖ 42 tons of hot patch asphalt for potholes (26 tons for water leaks)
- ❖ 3000 lbs of cold patch for potholes as well
- ❖ Approx 260 tons of tree branches trimmed and hauled off
- ❖ Approx 180 tons of debris cleaned up during alley clean up week
- ❖ Over 43 tons of trash removed during spring clean up week
- ❖ Over 500 tons of gravel used YTD for roads and cemetery (116 tons used for water leaks.)

Upcoming Projects

- ❖ Going out to bid for W. Front, South Pikes Peak, & Sunnyside Road and sidewalk project
- ❖ Bids for completion of employee breakroom at City Shop.
 - Bids still needed for insulation and heating and cooling

John Verneti
Director of Public Works