



FLORENCE CITY COUNCIL
Regular Meeting Agenda
Monday, January 5, 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
VACANT
Councilwoman Stone
Councilman Mergelman
Councilwoman Gardner
Councilwoman MacKinnon

3) PRESENTATIONS

- a) Black Hills Energy Donation to the Florence Municipal Pool
- b) Dam Safety Recognition Award to Water Department and Public Works
- c) City of Florence Employee Milestone Recognition

4) PUBLIC COMMENTS

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

5) CONSENT AGENDA

- a) Consider approving the minutes as written for the Regular City Council Meeting on December 1, 2025
- b) Consider approving the minutes as written for the Special City Council Meeting on December 4, 2025
- c) Consider approving City expenditures prepared on December 18, 2025, in the amount of \$77,716.43, December 23, 2025, in the amount of \$37,368.63, and December 31, 2025, in the amount of \$40,202.45
- d) Consider Appointing a Proxy to Represent City Shares at Annual Ditch Board Meetings
- e) Consider Designating the City of Florence's Official Posting Place

6) NEW BUSINESS

- a) Consider Approving a Resolution to Declare a Ward Two Vacancy Within the City Council and to Establish a Process to Fill Said Vacancy

7) COUNCIL REPORTS

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

8) EXECUTIVE SESSION(S): IF NECESSARY

Pursuant to C.R.S. §24-6-402(4)(b), an executive session for the purpose of conferencing with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions pertaining to any item listed on the agenda herein and/or any related discussion that may

arise thereto. Such executive session may be entered into at any time or at any point on the agenda, if necessary and with the requisite Council approval.

- 9) **ADJOURNMENT:** Adjournment until the regular City Council Meeting Tuesday, January 20, 2026.

COUNCIL ACTION FORM

MEETING DATE: JANUARY 5, 2026

STAFF CONTACT: LORI COBLER CITY MANAGER

Agenda Item: Black Hills Energy Donation to Florence Municipal Pool

Department: Administration

Background/Description of Item:

Black Hills Energy have generously made a monetary contribution to the City of Florence in support of the upcoming Municipal Pool renovation project. This act of partnership demonstrates continued commitment to fostering community wellness, recreation, and collaboration across Fremont County. The City of Florence extends its deepest gratitude to Black Hills for their ongoing support and investment in the future of our shared community spaces.

COUNCIL ACTION FORM

MEETING DATE: JANUARY 5, 2026

STAFF CONTACT: LORI COBLER CITY MANAGER

Agenda Item: State Engineer's Office, Dam Safety Recognition Award to Water Department and Public Works

Department: Water Department and Public Works

Background/Description of Item:

Mark Perry, representing the State Engineer's Office of Dam Safety, will present the City with an Award of Excellence in Dam Safety. The award recognizes the City's proactive efforts and long-term commitment to exceeding required standards in the improvement, maintenance, and operation of its five High Hazard Dams, as well as the City's dedication over the past decade to ensuring these facilities remain safe and well maintained.

COUNCIL ACTION FORM

MEETING DATE: JANUARY 5, 2026

STAFF CONTACT: LORI COBLER, CITY MANAGER

Agenda Item: City of Florence Employee Milestone Recognition

Department: Administration

Background/Description of Item:

The success of the City of Florence is built upon the daily contributions of its workforce. City employees uphold public trust through professional expertise, institutional knowledge, and consistent delivery of essential services including public safety, water treatment, public works, parks, administration, finance, and community engagement.

Employee tenure represents not only time served but also deepening investment in organizational outcomes, cultural continuity, historical insight, emergency preparedness, and evolving community needs. Recognizing service milestones reinforces workforce morale, retention, civic pride, and the City's appreciation for those who serve behind the scenes to maintain Florence as a safe, efficient, and thriving community.

5-9 Years of Service:

Dan Kelso- Water Treatment

10-14 Years of Service:

Kevin Wertsbaugh- Water Treatment

15-19 Years of Service:

Brandon Harris- Water Treatment

20+ Years of Service:

Sam Elstun- Public Works

Dave Smith- Public Works



FLORENCE CITY COUNCIL
Regular Meeting Minutes
Monday, December 1, 2025, 6:30 PM

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<https://www.youtube.com/@CityofFlorenceCO>

1) CALL TO ORDER & PLEDGE OF ALLEGIANCE

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

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

2) ROLL CALL:

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

OTHERS PRESENT: City Clerk Cortlyne Huppe, Finance Officer Lori Cobler, Public Works Director Sam Elstun, Planning Director Ashley Fox, Interim City Manager Sean Humphrey, and City Attorney Dan Findlay.

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).

Joen Elliott- 404 Wilson Street

Thanked the City for their participation in the Holly Jolly Christmas Parade and announced additional upcoming events.

Mayor Wolfe suggested an Agenda amendment by moving New Business Item 5d after City Council Reports.

Councilor MacKinnon motioned to amend the City Council Agenda by moving New Business Item 5d to after the City Council Reports.

Seconded by: Councilor Stone

6 Ayes

Motion Passed: 6 - 0

4) CONSENT AGENDA

- a) Consider approving the minutes as written for the Regular City Council Meeting on November 17, 2025
- b) Consider approving the minutes as written for the Special City Council Meeting on November 19, 2025
- c) Consider approving City expenditures prepared on November 20, 2025, in the amount of \$44,888.05 and November 26, 2025, in the amount of \$24,827.54.
- d) Consider approving the 2025 holiday bonus for City of Florence employees
- e) Consider authorizing the City Manager to enter into an agreement with 3 Rocks Engineering & Surveying for the purpose of conducting sidewalk assessment

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

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

Finance Officer Lori Cobler explained the amended sidewalk assessment project which would include 5,000 linear feet to the original 3 Rocks Engineering proposal. The inclusion assesses Highway 67 sidewalks; originally excluded due to anticipated construction projects by CDOT. She highlighted the November 17, 2025, sidewalk program workshop, and that 3 Rocks Engineering also conducted the street assessment for the City's formally adopted Pavement Plan. The additional sidewalk resulted in a not to exceed project amount of \$44,100, including a \$2,100 contingency.

Mayor Wolfe questioned details on the proposal's specifics.

Councilor Mergelman and Councilor Gardner inquired about obtaining more project proposals or bids.

Finance Officer Cobler reiterated the extra money in the fund would need to be used before the end of 2025, and the consistency with utilizing a company who assessed the City's infrastructure before.

Councilor MacKinnon motioned to authorize the City Manager to enter into an agreement with 3 Rocks Engineering & Surveying for the purpose of conducting a street assessment in the City of Florence for an amount not to exceed \$44,100 including a \$2,100 contingency. Councilor Stone seconded. With the Councilmembers voting in favor of the motion, the motion carried.

5) NEW BUSINESS

- a) Consider adopting a Resolution levying Property taxes for the year 2026 and set the 2026 mill levy for the City of Florence, Colorado

Finance Officer Cobler explained the Resolution was one of the first steps to approve the 2026 budget. This Resolution would set the 2026 mill levy for the City of Florence and must be certified to Fremont County by December 15. She explained the temporary mill levy credit from recent legislative changes, and how it affected Florence citizens. This modification would give property owners a credit from the temporary mill levy reduction.

Councilor Gardner motioned adopt Resolution No. 8-2025, a resolution levying property taxes for the year 2026 to help defray costs of government for the City of Florence, Colorado for the 2026 budget year.

Seconded by: Councilor Mergelman

6 Ayes

Motion Passed: 6 - 0

- b) Consider adopting a Resolution summarizing expenditures and revenues and adopting the 2026 budget for the City of Florence, Colorado

Finance Officer Cobler explained the Resolution was part of the 2026 budget process. She reiterated how the City Council's project prioritizes built the 2026 budget, and how they were represented in the final draft.

Councilor Stone motioned to adopt Resolution No. 9 - 2025, a Resolution summarizing expenditures and revenues for each fund and adopting the budget for the City of Florence, Colorado for the calendar year beginning on the first day of January 2026 and ending on the last day of December 2026

Seconded by: Councilor Gardner

6 Ayes

Motion Passed: 6 - 0

- c) Consider adopting an Ordinance appropriating sums of money for the 2026 budget for the City of Florence, Colorado

Finance Officer Cobler explained this Ordinance allowed the City of Florence to appropriate funds within the 2026 budget.

City Attorney Dan Findlay highlighted the emergency clause utilized for deadline compliance.

Councilor Stone motioned to adopt Ordinance No. 10 - 2025, an Ordinance appropriating sums of money to the various funds and spending agencies in the amounts and for the purposes as set forth below for the City of Florence, Colorado, for the 2026 budget year.

Seconded by: Councilor Gardner

6 Ayes

Motion Passed: 6 - 0

- d) Deliberate and instruct negotiators regarding City Manager recruitment

Action item moved to after City Council Reports

6) COUNCIL REPORTS

- a) City Council Reports

Councilor Mergelman attended the public hearing for the master plan and thanked Planning Director Ashley Fox for her hard work on the project. He attended the City Manager Open House for the city manager candidates, and the Holly Jolly Christmas Parade.

Councilor Gardner thanked the Chamber, Merchants and city crew for their work on the Holly Jolly Christmas Parade.

Councilor Stone reported on the parade, the master plan's final draft, and the upcoming Florence Chamber Elf Run event.

Councilor MacKinnon attended the Historic Preservation meeting, and thanked Florence Chamber of Commerce President Joen Elliot, and her committee, for the parade.

Mayor Wolfe reported on the parade, the master plan meeting, and the Business After Hours event at Rocky Mountain Bank and Trust. He announced Regional Water Board was cancelled due to lack of quorum, and shared information from Amrize's Community Relations meeting.

- b) City Manager Reports

Interim City Manager Sean Humphrey thanked Public Works for their work on the parade, and shared information on the annual Shop with a Cop event.

Finance Officer Cobler shared information regarding the Pioneer Park Bathroom Project. The initial proposal came back over the budgeted amount. Staff are working on re design discussions with the engineer, and hope to rebid in early 2026. She also announced the winter bulk station hours to combat hazardous icy conditions.

d) Deliberate and instruct negotiators regarding City Manager recruitment

Councilor Mackinnon motioned to enter into executive session at 7:20 p.m., pursuant to C.R.S. § 24-6-402(4)(e), (4)(f)(I), and (4)(g) to: review recruitment and application materials; determine the council's negotiating position, develop strategy, and instruct negotiators regarding recruitment and potential employment contract terms for the new city manager -- including engagement with, or direction to, the recruiting firm and negotiation representatives; discuss, if applicable, personnel matters, including interviews with finalists, specifically related to the recruitment and appointment of the city manager position and that position only; and discuss matters involving records or information protected from disclosure by law in order to preserve confidentiality, as authorized by statute.

Seconded by: Councilor Stone

6 Ayes

Motion Passed: 6 - 0

Attendees of the executive session were the City Council, the City Attorney, City Clerk Cortlyne Huppe (as needed), and Marsha Reed of SGR Recruiting. The session adjourned at 7:46 p.m.

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

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

Pursuant to C.R.S. § 24-6-402(4)(e), (4)(f)(I), and (4)(g) to: review recruitment and application materials; determine the council's negotiating position, develop strategy, and instruct negotiators regarding recruitment and potential employment contract terms for the new city manager -- including engagement with, or direction to, the recruiting firm and negotiation representatives; discuss, if applicable, personnel matters, including interviews with finalists, specifically related to the recruitment and appointment of the city manager position and that position only; and discuss matters involving records or information protected from disclosure by law in order to preserve confidentiality, as authorized by statute.

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.

f) **ADJOURNMENT:** Adjournment until the next regular City Council Meeting
Monday, December 15, 2025

Councilor Stone motioned to adjourn the meeting. Councilor Mergelman seconded. With all of the Councilmembers voting in favor of the motion, the motion carried.
Mayor Wolfe adjourned the City Council Meeting at 7:47 p.m.

CITY OF FLORENCE, CO

BY: _____
Steve Wolfe, Mayor

RESPECTFULLY SUBMITTED: _____
Cortlyne Huppe, City Clerk



FLORENCE CITY COUNCIL

Special Meeting Minutes

Thursday, December 4, 2025, 5:00 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 5:00 p.m. with the Pledge of Allegiance.

2) ROLL CALL:

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

OTHERS PRESENT: City Clerk Cortlyne Huppe, Finance Officer Lori Cobler, Water Consultant Tom Piltingsrud, Planning Director Ashley Fox, and City Attorney Dan Findlay (virtually).

3) CONSENT AGENDA

- Consider approving the annual liquor license renewal for the Louie's Place
- Consider approving the annual liquor license renewal for El Alazan Mexican Restaurant II

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

4) EXECUTIVE SESSION(S): IF NECESSARY

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

5) NEW BUSINESS

- Consider approval of an employment agreement with Lori Cobler to serve as City Manager.

Zoe Catsulous- 916 West Second Street

Voiced concerns on the expense of a recruiting firm and expressed confusion on the discrepancy of the job description with the selected city manager candidate.

Kevin Mahmalji- PO Box 100

Expressed concerns of transparency, the job description's requirements, and the recruiting process.

Pat Hansen- 603 West Fifth Street

Voiced concerns over the city manager's job description and discrepancy in candidate selection.

Susie Seelbach- 524 Brookeway

Questioned the city manager selection process and stated she would've been a good selection for the Civic Panel.

Councilor Mergelman shared positive sentiments towards Lori Cobler as the city manager selection and thanked the city staff for their work during another transition in leadership.

Councilor Stone referenced Lori Cobler's professional background and its applicability to the city manager role.

Councilor Vanhoutan explained the city manager recruiting process with Strategic Government Resource and spoke positively about the city manager candidate selection.

Councilor Stiefel reiterated comments about the thorough recruitment process.

Councilor Gardner shared positive sentiments toward Lori Cobler and her skills in being a qualified city manager candidate.

Councilor MacKinnon reiterated Lori Cobler's qualifications and intelligence for the city manager role and City policy.

Mayor Wolfe thanked all who participated and aided in the city manager recruitment process. He reiterated the efficiencies of the process, and stated the Civic Panel was comprised of local community organizational leaders, mirroring the same recruiting process as before. He then expressed excitement towards the upcoming City projects and Lori Cobler's 100-day plan.

Motion to approve an employment agreement with Lori Cobler to serve as Florence City

Manager: Councilor Mergelman

Seconded by: Councilor Stone

6 Ayes, 1 Nay Stiefel

Motion passed: 6 – 1

6) ADJOURNMENT: Adjournment until the regular City Council Meeting
Monday, December 15, 2025

Due to lack of agenda items for the December 15, 2025, meeting, the City Council provided a verbal consensus to cancel the meeting. Mayor Wolfe also expressed interest in a City Water 101 workshop, and commented on the City's recent TOC water testing compliance.

Councilor Stone motioned to adjourn the meeting. Councilor Gardner seconded. With all the Councilmembers voting in favor of the motion, the motion carried.

Mayor Wolfe adjourned the City Council Meeting at 5:28 p.m.

CITY OF FLORENCE, CO

BY: _____
Steve Wolfe, Mayor

RESPECTFULLY SUBMITTED: _____
Cortlyne Huppe, City Clerk

Report Criteria:
 Detail report type printed

Vendor Number	Vendor Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
201	ATMOS ENERGY	3016435394	0140608751	MUNI CENTER	1	12/09/2025	919.13	.00	919.13	20251223	12/18/2025
		3016936816	0243607710	Filtration Plant	1	12/09/2025	609.11	.00	609.11	20251223	12/18/2025
Total 201:							1,528.24	.00	1,528.24		
715	FREMONT COUNTY CLE	2506	0141106800	ELECTION	1	12/15/2025	6,904.13	.00	6,904.13	46456	12/18/2025
		2506	0141106800	TABOR Book Cost	2	12/15/2025	1,307.52	.00	1,307.52	46456	12/18/2025
Total 715:							8,211.65	.00	8,211.65		
916	MARTIN AND WOOD	28690	0243707890	ENG fees	1	11/30/2025	665.50	.00	665.50	46458	12/18/2025
Total 916:							665.50	.00	665.50		
923	ALSCO	LDEN321618	0140608430	MATS	1	12/17/2025	66.60	.00	66.60	46450	12/18/2025
		LDEN321618	0143102000	UNIFORM RENTAL-Street	1	12/17/2025	238.14	.00	238.14	46450	12/18/2025
Total 923:							304.74	.00	304.74		
1020	TWIN ENVIRO SERVICES	723322	0143204300	RECYCLING	1	11/17/2025	21.00	.00	21.00	20251223	12/18/2025
		723373	0143204300	RECYCLING	1	11/17/2025	13.75	.00	13.75	20251224	12/18/2025
		723521	0143204100	LANDFILL FEES	1	11/17/2025	1,315.72	.00	1,315.72	20251224	12/18/2025
		757224	0143204100	Cemetery Trash	1	11/30/2025	57.75	.00	57.75	20251223	12/18/2025
Total 1020:							1,408.22	.00	1,408.22		
1253	AT & T MOBILITY	2872703950	0241505000	Water Tower	1	12/06/2025	84.96	.00	84.96	46451	12/18/2025
Total 1253:							84.96	.00	84.96		
1719	STAPLES BUSINESS ADV	7007932960	0141503000	admin supplies	1	12/05/2025	474.27	.00	474.27	46462	12/18/2025
Total 1719:							474.27	.00	474.27		
1826	JAY ELECTRIC, INC	006525	0140608530	Flood Light shop	1	12/01/2025	185.67	.00	185.67	46457	12/18/2025

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1826:							185.67	.00	185.67		
1965	PRAIRIE MOUNTAIN medi	436532	0141107300	LEGAL PUBLICATIONS	1	11/30/2025	68.64	.00	68.64	46459	12/18/2025
Total 1965:							68.64	.00	68.64		
2051	TITAN MACHINERY	PS1027104-	1743107600	case Skid Steer	1	12/05/2025	5,989.25	.00	5,989.25	46464	12/18/2025
Total 2051:							5,989.25	.00	5,989.25		
2104	UMB Card Services	COBLER NO	0141502300	Mountain stated employme	1	11/30/2025	349.86	.00	349.86	46465	12/18/2025
		COBLER NO	0141505600	adobe	2	11/30/2025	73.97	.00	73.97	46465	12/18/2025
		COBLER NO	0141505000	ring fax	3	11/30/2025	90.45	.00	90.45	46465	12/18/2025
		COBLER NO	0144205000	spectrum	4	11/30/2025	340.00	.00	340.00	46465	12/18/2025
		COBLER NO	0141505000	spectrum	5	11/30/2025	729.95	.00	729.95	46465	12/18/2025
		COBLER NO	0241505000	spectrum	6	11/30/2025	454.49	.00	454.49	46465	12/18/2025
		ELSTUN NO	0757703000	tREES	1	11/01/2025	5,653.67	.00	5,653.67	46465	12/18/2025
		ELSTUN NO	0143103500	16 INCH BAR	2	11/01/2025	36.99	.00	36.99	46465	12/18/2025
		ELSTUN NO	0140608750	HILLMAN	3	11/01/2025	12.75	.00	12.75	46465	12/18/2025
		ELSTUN NO	0144003500	supplies	4	11/01/2025	133.97	.00	133.97	46465	12/18/2025
		ELSTUN NO	0145204560	WELDING SUPPLIES	5	11/01/2025	85.22	.00	85.22	46465	12/18/2025
		ELSTUN NO	1743107565	STUMP GRINDER AND T	6	11/01/2025	246.96	.00	246.96	46465	12/18/2025
		EVANS NOV	0143104500	trUCK CHAINS	1	11/01/2025	731.90	.00	731.90	46465	12/18/2025
		EVANS NOV	0143104500	CHAINS ADJUSTERS	2	11/01/2025	1,396.44	.00	1,396.44	46465	12/18/2025
		EVANS NOV	0143104500	CUT OFF WHEEL HOOK	3	11/01/2025	39.96	.00	39.96	46465	12/18/2025
		EVANS NOV	0143104500	tiRE CHAIN CREDIT	4	11/01/2025	25.51-	.00	25.51-	46465	12/18/2025
		EVANS NOV	0143104500	d RINGS	5	11/01/2025	13.98	.00	13.98	46465	12/18/2025
		EVANS NOV	0143104500	tiRE CHAINS	6	11/01/2025	992.19	.00	992.19	46465	12/18/2025
		EVANS NOV	0243707861	rOLOC DISC	7	11/01/2025	80.75	.00	80.75	46465	12/18/2025
		EVANS NOV	0143104500	CHAIN ADJUSTERS	8	11/01/2025	182.32	.00	182.32	46465	12/18/2025
		EVANS NOV	0142104600	baTTERY	9	11/01/2025	223.99	.00	223.99	46465	12/18/2025
		EVANS NOV	0143104500	FILTERS SWEEPER	10	11/01/2025	144.46	.00	144.46	46465	12/18/2025
		EVANS NOV	0143104500	WIPER BLADES	11	11/01/2025	59.80	.00	59.80	46465	12/18/2025
		EVANS NOV	0143104500	FILTER WRENCH	12	11/01/2025	51.99	.00	51.99	46465	12/18/2025
		EVANS NOV	0143104500	alR FILTER	13	11/01/2025	121.88	.00	121.88	46465	12/18/2025
		EVANS NOV	0243707861	HUB BEARINGS	14	11/01/2025	440.64	.00	440.64	46465	12/18/2025
		EVANS NOV	0143104500	WRENCH CHAIN CORD	15	11/01/2025	160.96	.00	160.96	46465	12/18/2025
		EVANS NOV	0143104500	CHAIN VISE GRIP	16	11/01/2025	34.99	.00	34.99	46465	12/18/2025
		EVANS NOV	0143104500	CREDIT	17	11/01/2025	199.63-	.00	199.63-	46465	12/18/2025

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
EVANS NOV		0142104600		bLOWER MOTOR	18	11/01/2025	125.93	.00	125.93	46465	12/18/2025
EVANS NOV		0142104600		tHERMOSTAT	19	11/01/2025	20.49	.00	20.49	46465	12/18/2025
EVANS NOV		0143104500		aIR FILTER	20	11/01/2025	89.99	.00	89.99	46465	12/18/2025
EVANS NOV		0142104600		HVAC MODULE USED	21	11/01/2025	73.57	.00	73.57	46465	12/18/2025
EVANS NOV		0143104500		LIQUID WRENCH CHAIN	22	11/01/2025	25.76	.00	25.76	46465	12/18/2025
EVANS NOV		0143104500		baTTERY	23	11/01/2025	225.14	.00	225.14	46465	12/18/2025
EVANS NOV		0142104600		V BELT	24	11/01/2025	46.36	.00	46.36	46465	12/18/2025
EVANS NOV		0142104600		tIMING COVER GASKET	25	11/01/2025	603.74	.00	603.74	46465	12/18/2025
EVANS NOV		0143104500		CLAMPS	26	11/01/2025	111.24	.00	111.24	46465	12/18/2025
EVANS NOV		0143104500		STARTERS FOR SANDER	27	11/01/2025	257.51	.00	257.51	46465	12/18/2025
EVANS NOV		0143104500		eLECTRIC CLEANER	28	11/01/2025	33.98	.00	33.98	46465	12/18/2025
EVANS NOV		0143104500		hillman PARTS	29	11/01/2025	4.96	.00	4.96	46465	12/18/2025
EVANS NOV		0143104500		toILET PAPER	30	11/01/2025	32.69	.00	32.69	46465	12/18/2025
EVANS NOV		0143104500		WIRE WHEELS	31	11/01/2025	31.17	.00	31.17	46465	12/18/2025
EVANS NOV		0143104500		STARTER	32	11/01/2025	156.43	.00	156.43	46465	12/18/2025
EVANS NOV		0143104500		bEARINGS FOR SANDER	33	11/01/2025	254.75	.00	254.75	46465	12/18/2025
EVANS NOV		0143104500		ePOXY	34	11/01/2025	13.99	.00	13.99	46465	12/18/2025
EVANS NOV		0142104600		aIR FILTER	35	11/01/2025	11.90	.00	11.90	46465	12/18/2025
EVANS NOV		0142104600		SWITCH ASSEMBLY	36	11/01/2025	90.59	.00	90.59	46465	12/18/2025
EVANS NOV		0143104500		LIGHT BAR PLOW	37	11/01/2025	75.98	.00	75.98	46465	12/18/2025
EVANS NOV		0143104500		tie STRAPS	38	11/01/2025	25.98	.00	25.98	46465	12/18/2025
EVANS NOV		0143104500		OIL AIR FILTER	39	11/01/2025	164.81	.00	164.81	46465	12/18/2025
FOX NOV 20		0144007400		dEED FOR SENIOR CENT	1	11/01/2025	6.00	.00	6.00	46465	12/18/2025
FOX NOV 20		0144007400		dEED FOR SERVICE CEN	2	11/01/2025	.21	.00	.21	46465	12/18/2025
FOX NOV 20		0144007400		dEVELOPMENT DOCUME	3	11/01/2025	150.00	.00	150.00	46465	12/18/2025
FOX NOV 20		0144007400		COPIES OF PLATS	4	11/01/2025	15.00	.00	15.00	46465	12/18/2025
FOX NOV 20		0144007400		COPIES OF PLATS	5	11/01/2025	.52	.00	.52	46465	12/18/2025
FOX NOV 20		0144006000		Adobe SUBSCRIPTION	6	11/01/2025	19.99	.00	19.99	46465	12/18/2025
GLEN NOV 2		0142103100		oFFICER KEYS	1	11/01/2025	128.00	.00	128.00	46465	12/18/2025
HARRIS NO		0241506000		AMazon prime membershi	1	11/01/2025	139.00	.00	139.00	46465	12/18/2025
HARRIS NO		0243707800		backflow cert	2	11/01/2025	575.00	.00	575.00	46465	12/18/2025
HARRIS NO		0243707800		backflow cert	3	11/01/2025	575.00	.00	575.00	46465	12/18/2025
HARRIS NO		0243707800		refund for backflow cert	4	11/01/2025	575.00-	.00	575.00-	46465	12/18/2025
HARRIS NO		0243807910		backflow assembly repair k	5	11/01/2025	341.46	.00	341.46	46465	12/18/2025
HUMPHREY		0142103500		AMMON	1	11/01/2025	124.79	.00	124.79	46465	12/18/2025
HUMPHREY		0142104600		Car wash	2	11/01/2025	3.00	.00	3.00	46465	12/18/2025
HUPPE NOV		0141105750		baND RECEPTION	1	11/01/2025	23.96	.00	23.96	46465	12/18/2025
HUPPE NOV		0141105750		baND RECEPTION	2	11/01/2025	145.00	.00	145.00	46465	12/18/2025
HUPPE NOV		0141503000		sHRED SERVICE	3	11/01/2025	77.08	.00	77.08	46465	12/18/2025
HUPPE NOV		0141505750		DIRECTOR TRAINING	4	11/01/2025	139.97	.00	139.97	46465	12/18/2025

Check issue dates: 12/15/2025 - 12/18/2025

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Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		HUPPE NOV	0141502300	CITY HALL SUPPLIES	5	11/01/2025	119.97	.00	119.97	46465	12/18/2025
		HUPPE NOV	0141502300	CONFERENCE TABLE	6	11/01/2025	305.98	.00	305.98	46465	12/18/2025
		HUPPE NOV	0140608754	CLEANING SUPPLIES	7	11/01/2025	111.28	.00	111.28	46465	12/18/2025
		HUPPE NOV	0141502300	ANNIVERSARY SUPPLIE	8	11/01/2025	308.68	.00	308.68	46465	12/18/2025
		JACKSON N	0243607731	dECKING MATERIALS, SC	1	11/01/2025	295.39	.00	295.39	46465	12/18/2025
		JACKSON N	0243707810	shIPPING SAMPLES	2	11/01/2025	130.17	.00	130.17	46465	12/18/2025
		JACKSON N	0243707810	shIPPING SAMPLES	3	11/01/2025	125.97	.00	125.97	46465	12/18/2025
		LANCASTER	0143103500	bOLTS	1	11/01/2025	2.18	.00	2.18	46465	12/18/2025
		LANCASTER	0143107565	HANDWARNERS AND SC	2	11/01/2025	299.84	.00	299.84	46465	12/18/2025
		LANCASTER	0145204585	CaMERAS	3	11/01/2025	9.00	.00	9.00	46465	12/18/2025
		LANCASTER	0143105000	pHONE CASE	4	11/01/2025	78.95	.00	78.95	46465	12/18/2025
		LANCASTER	0143105000	CHARGING BRICKS	5	11/01/2025	50.97	.00	50.97	46465	12/18/2025
		LANCASTER	0143103500	tIE DOWNS	6	11/01/2025	105.96	.00	105.96	46465	12/18/2025
		LANCASTER	0144003500	bREAKFAST FOR XMAS L	7	11/01/2025	114.49	.00	114.49	46465	12/18/2025
		LANCASTER	0143103500	bUCKETS	8	11/01/2025	20.36	.00	20.36	46465	12/18/2025
		LANCASTER	0144003500	CaNDY FOR PARADE	9	11/01/2025	75.60	.00	75.60	46465	12/18/2025
		LANCASTER	0143103500	sUPPLIES	10	11/01/2025	18.15	.00	18.15	46465	12/18/2025
		LANCASTER	0144003500	pARADE BREAKFAST	11	11/01/2025	125.47	.00	125.47	46465	12/18/2025
		MARTINEZ N	0243707845	ENVELOPES	1	11/01/2025	16.50	.00	16.50	46465	12/18/2025
		MARTINEZ N	0243707845	pICTURE FRAMES	2	11/01/2025	12.94	.00	12.94	46465	12/18/2025
		MARTINEZ N	0249509071	METAL PLATE	3	11/01/2025	55.08	.00	55.08	46465	12/18/2025
		NELSON NO	0142103000	DRUG TESTING KITS	1	11/01/2025	177.00	.00	177.00	46465	12/18/2025
		NELSON NO	0142103100	OFFICER EQUIPMENT	2	11/01/2025	144.57	.00	144.57	46465	12/18/2025
		NELSON NO	0142106000	DETECTIVE RPOGRAM	3	11/01/2025	125.00	.00	125.00	46465	12/18/2025
		NELSON NO	0142103510	CODE ENFORCEMENT S	4	11/01/2025	54.00	.00	54.00	46465	12/18/2025
		NELSON NO	0142103100	FLASH DRIVES	5	11/01/2025	51.50	.00	51.50	46465	12/18/2025
		NELSON NO	0142103100	OFFICER RESOURCES	6	11/01/2025	179.94	.00	179.94	46465	12/18/2025
		NELSON NO	0142102000	OFFICER UNIFORMS	7	11/01/2025	194.99	.00	194.99	46465	12/18/2025
		NELSON NO	0142107410	CODE ENFORCEMENT T	8	11/01/2025	45.00	.00	45.00	46465	12/18/2025
		NELSON NO	0142103100	EVIDENCE NOTIFICATIO	9	11/01/2025	7.80	.00	7.80	46465	12/18/2025
		NELSON NO	0142103100	OFFICER LEGAL GUIDES	10	11/01/2025	299.70	.00	299.70	46465	12/18/2025
		RAE NOV 20	0141502300	bIRTHDAY GIFTCARD	1	11/01/2025	20.00	.00	20.00	46465	12/18/2025
		RAE NOV 20	0141502300	bIRTHDAY GIFTCARDS	2	11/01/2025	20.00	.00	20.00	46465	12/18/2025
		RAE NOV 20	0141502300	bIRTHDAY GIFTCARD	3	11/01/2025	20.00	.00	20.00	46465	12/18/2025
		RAE NOV 20	0141502300	bIRTHDAY CARDS AND C	4	11/01/2025	35.92	.00	35.92	46465	12/18/2025
		REEDER NO	0144207750	tEE COMP 2 INCH	1	11/01/2025	16.99	.00	16.99	46465	12/18/2025
		REEDER NO	0144207700	sPRINKLER PARTS	2	11/01/2025	10.58	.00	10.58	46465	12/18/2025
		REEDER NO	0144207750	2 INCH VALVES	3	11/01/2025	290.80	.00	290.80	46465	12/18/2025
		REEDER NO	0144203500	bLADES BATTERIES	4	11/01/2025	78.98	.00	78.98	46465	12/18/2025
		REEDER NO	0144203500	supplies	5	11/01/2025	34.72	.00	34.72	46465	12/18/2025

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		REEDER NO	0144203500	toW ROPE	6	11/01/2025	49.99	.00	49.99	46465	12/18/2025
		REEDER NO	0144203500	WORK PANTS	7	11/01/2025	224.97	.00	224.97	46465	12/18/2025
		REEDER NO	0144203500	sCREWS	8	11/01/2025	29.80	.00	29.80	46465	12/18/2025
		RUDNIK NO	0142104600	CAR WASH	1	11/01/2025	4.25	.00	4.25	46465	12/18/2025
		RUDNIK NO	0142104600	CARWASH	2	11/01/2025	2.75	.00	2.75	46465	12/18/2025
		SMITH NOV	0145203800	sPRINKLER PARTS	1	11/01/2025	283.20	.00	283.20	46465	12/18/2025
		SMITH NOV	0145203800	Bolt HOOK	2	11/01/2025	14.99	.00	14.99	46465	12/18/2025
		SMITH NOV	0145203500	pAINT ROLLERS	3	11/01/2025	4.59	.00	4.59	46465	12/18/2025
		VERNETTI N	0141105750	CITY MANAGER INTERVI	1	11/01/2025	60.39	.00	60.39	46465	12/18/2025
		WERTSBAU	0243607731	dECKING MATERIAL	1	11/01/2025	671.30	.00	671.30	46465	12/18/2025
		WERTSBAU	0249509019	TOOLS	2	11/01/2025	143.89	.00	143.89	46465	12/18/2025
		WERTSBAU	0243707850	DIESEL FUEL	3	11/01/2025	531.98	.00	531.98	46465	12/18/2025
		WOOD NOV	0249509019	supplieS FOR BULK STATI	1	11/01/2025	60.96	.00	60.96	46465	12/18/2025
		WOOD NOV	0243658760	CARTLIDGES AND VIALS	2	11/01/2025	738.78	.00	738.78	46465	12/18/2025
Total 2104:							24,037.59	.00	24,037.59		
2219	CHARTER COMMUNICATI	17263080112	0141505000	CITY HALL	1	12/07/2025	329.99	.00	329.99	20251223	12/18/2025
		17263080112	0143105000	shop	2	12/07/2025	249.96	.00	249.96	20251223	12/18/2025
		17263080112	0142105000	pool	3	12/07/2025	150.00	.00	150.00	20251223	12/18/2025
Total 2219:							729.95	.00	729.95		
2468	SGS ACCUTEST	5216016892	0243707810	TOK alkaline samples	1	12/15/2025	186.00	.00	186.00	46460	12/18/2025
Total 2468:							186.00	.00	186.00		
2496	TAYLOR MECHANICAL	l251215612	0140608750	Service call/Trip Charge	1	12/15/2025	1,003.25	.00	1,003.25	46463	12/18/2025
Total 2496:							1,003.25	.00	1,003.25		
2871	Core & Main	Y192186	0243807950	ssi - 4.85X12 Rep CLP	1	12/03/2025	197.22	.00	197.22	46453	12/18/2025
Total 2871:							197.22	.00	197.22		
3044	3 Rocks Engineering	24.064-05	1743107565	Street Survey Project - Hig	1	12/03/2025	1,701.75	.00	1,701.75	46449	12/18/2025
Total 3044:							1,701.75	.00	1,701.75		
3111	Blackie Police Equipment-	9367	0142108000	Body Armor for Officers	1	11/17/2025	4,489.53	.00	4,489.53	46452	12/18/2025

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Total 3111:							4,489.53	.00	4,489.53		
3233	Down to Earth Tree Servic	ARPA TREE	0757703000	Phase 4 Tree Project 2025	1	12/15/2025	5,900.00	.00	5,900.00	46454	12/18/2025
		ARPA TREE	0145207810	Lions Park Tree Maint	2	12/15/2025	1,050.00	.00	1,050.00	46454	12/18/2025
Total 3233:							6,950.00	.00	6,950.00		
3267	Shea, Carr & Jewell, Inc	25-000149	0144007400	Master Plan 2025	1	12/17/2025	16,500.00	.00	16,500.00	46461	12/18/2025
Total 3267:							16,500.00	.00	16,500.00		
3275	EDMUND WALRATH	PURCHASE	0249509070	Purchase of 2 water shares	1	12/16/2025	3,000.00	.00	3,000.00	46455	12/18/2025
Total 3275:							3,000.00	.00	3,000.00		
Grand Totals:							77,716.43	.00	77,716.43		

Report Criteria:
 Detail report type printed

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Vendor Number	Vendor Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
149	ROCKY MOUNTAIN BANK	NOV BANK F	0241505550	Bank Fees	1	11/30/2025	15.95	.00	15.95	20260108	12/23/2025
Total 149:							15.95	.00	15.95		
395	UNION DITCH COMPANY	TRANSFER	0249509070	TRANSFER FEE	1	12/15/2025	25.00	.00	25.00	46469	12/23/2025
Total 395:							25.00	.00	25.00		
1718	BLACK HILLS ENERGY	1225088862	0140608600	CEMETERY HOUSE	1	12/12/2025	65.36	.00	65.36	20251230	12/22/2025
		1645566418	0243557650	2 MG TANK	1	12/08/2025	22.37	.00	22.37	20251230	12/22/2025
		1944485829	0145207830	RIVER PARK	1	12/11/2025	82.51	.00	82.51	20251230	12/22/2025
		2010553787	0243557693	BULK WATER STATION	1	12/08/2025	136.20	.00	136.20	20251229	12/22/2025
		2273109055	1446602600	CONCESSION STAND	1	12/08/2025	29.44	.00	29.44	20251229	12/22/2025
		3135165503	0243507660	PUMP @ AIRPORT	1	12/19/2025	885.99	.00	885.99	20260108	12/23/2025
		4125488554	0243557670	SOUTH PLANT	1	12/08/2025	366.88	.00	366.88	20251229	12/22/2025
		4197016039	0140608600	CEMETERY HOUSE	1	12/12/2025	119.26	.00	119.26	20251230	12/22/2025
		4240921842	0143107540	STREET LIGHTS	1	12/08/2025	1,051.40	.00	1,051.40	20251229	12/22/2025
		4388081497	0145207830	SKATE PARK	1	12/08/2025	114.52	.00	114.52	20251230	12/22/2025
		4402785897	0140608753	MUNI ANNEX	1	12/08/2025	71.31	.00	71.31	20251230	12/22/2025
		4905461526	0143107540	STREET LIGHTS	1	12/08/2025	1,232.96	.00	1,232.96	20251230	12/22/2025
		5278901611	0243557680	COAL CREEK TANK	1	12/18/2025	20.82	.00	20.82	20260108	12/23/2025
		5427493790	0145207830	TRIANGLE PARK	1	12/08/2025	21.42	.00	21.42	20251229	12/22/2025
		5509677786	1446602600	WILCOX LIGHTS	1	12/08/2025	42.84	.00	42.84	20251230	12/22/2025
		5796648483	0140608751	MUNI CENTER	1	12/08/2025	3,342.52	.00	3,342.52	20251229	12/22/2025
		6649764712	0243557660	S RESERVOIR PUMP	1	12/08/2025	20.82	.00	20.82	20251229	12/22/2025
		7296507422	0243557690	NEWLIN CABIN	1	12/08/2025	134.96	.00	134.96	20251229	12/22/2025
		7723236321	0243557675	NEW SOUTH PLANT	1	12/08/2025	9,838.98	.00	9,838.98	20251229	12/22/2025
		9725605064	0145207830	LIONS PARK	1	12/08/2025	24.20	.00	24.20	20251230	12/22/2025
Total 1718:							17,624.76	.00	17,624.76		
1805	ACORN PETROLEUM	NOVEMBER	0142104000	GASOLINE Police	1	11/30/2025	1,659.06	.00	1,659.06	46466	12/23/2025
		NOVEMBER	0143104000	GASOLINE - Streets	2	11/30/2025	2,558.73	.00	2,558.73	46466	12/23/2025
		NOVEMBER	0144204000	GASOLINE - Cemetery	3	11/30/2025	21.32	.00	21.32	46466	12/23/2025
		NOVEMBER	0145203900	GASOLINE - Parks	4	11/30/2025	99.98	.00	99.98	46466	12/23/2025
		NOVEMBER	0243707850	GASOLINE - Water	5	11/30/2025	397.27	.00	397.27	46466	12/23/2025

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1805:							4,736.36	.00	4,736.36		
2467	Century Link	300805105 1	0241505000	SOUTH PLANT	1	12/08/2025	171.20	.00	171.20	20260108	12/23/2025
		334006856 1	0241505000	SOUTH PLANT fax	1	12/13/2025	131.48	.00	131.48	20260108	12/23/2025
		334009996 1	0241505000	SOUTH PLANT internet	1	12/13/2025	305.99	.00	305.99	20260108	12/23/2025
Total 2467:							608.67	.00	608.67		
2871	Core & Main	Y135128	0243807940	meter and pits	1	11/19/2025	330.09	.00	330.09	46467	12/23/2025
		Y138756	0243807940	meter and pits	1	11/20/2025	1,746.18	.00	1,746.18	46467	12/23/2025
		Y138827	0243807940	meter and pits	1	11/26/2025	2,839.20	.00	2,839.20	46467	12/23/2025
		Y178155	0243807940	meters and pit parts	1	11/26/2025	4,642.42	.00	4,642.42	46467	12/23/2025
Total 2871:							9,557.89	.00	9,557.89		
3110	Old School Concrete & Re	410 W 3RD	1743107565	410 West 3rd Sudewalk 20	1	12/23/2025	4,800.00	.00	4,800.00	46468	12/23/2025
Total 3110:							4,800.00	.00	4,800.00		
Grand Totals:							37,368.63	.00	37,368.63		

Report Criteria:
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Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
7	FREMONT SANITATION D	DEC 2025 S	0140608751	10938-2559 Muni Annex	1	12/30/2025	64.08	.00	64.08	20260108	12/31/2025
		DEC 2025 S	0140608440	10829-2459 Museum	2	12/30/2025	36.60	.00	36.60	20260108	12/31/2025
		DEC 2025 S	0140608751	10935-2559 Muni Center	3	12/30/2025	36.60	.00	36.60	20260108	12/31/2025
		DEC 2025 S	0140608635	10837-2467 Water Plant	4	12/30/2025	36.60	.00	36.60	20260108	12/31/2025
		DEC 2025 S	0140608751	10838-2468 City Shop	5	12/30/2025	36.60	.00	36.60	20260108	12/31/2025
		DEC 2025 S	0140608635	10938-4760 Muni Annex	6	12/30/2025	36.60	.00	36.60	20260108	12/31/2025
		DEC 2025 S	0444152100	10910-2537 Pool	7	12/30/2025	36.60	.00	36.60	20260108	12/31/2025
		DEC 2025 S	0140608751	22838-2559 N Plant	8	12/30/2025	36.60	.00	36.60	20260108	12/31/2025
Total 7:							320.28	.00	320.28		
71	CANON RENTAL CENTER	DECEMBER	0145205000	300744 lions park	1	12/30/2025	82.50	.00	82.50	46473	12/31/2025
		DECEMBER	0145204583	300171 Skate park	2	12/30/2025	75.00	.00	75.00	46473	12/31/2025
		DECEMBER	0144203500	301509 cemetary	3	12/30/2025	75.00	.00	75.00	46473	12/31/2025
		DECEMBER	0145204581	306515 Pioneer Park	4	12/30/2025	280.00	.00	280.00	46473	12/31/2025
		DECEMBER	0143103500	301783 Portable	5	12/30/2025	84.00	.00	84.00	46473	12/31/2025
Total 71:							596.50	.00	596.50		
122	MOHR'S	18741	0141502300	pLAQUES	1	12/29/2025	410.75	.00	410.75	46479	12/31/2025
Total 122:							410.75	.00	410.75		
635	SAFETY KLEEN CORPOR	98781161	0143103500	FLUIDS CONTRACT	1	12/17/2025	331.12	.00	331.12	46483	12/31/2025
Total 635:							331.12	.00	331.12		
916	MARTIN AND WOOD	28455	0243707890	ENG fees Union Ditch Sha	1	12/29/2025	242.00	.00	242.00	46477	12/31/2025
Total 916:							242.00	.00	242.00		
923	ALSCO	LDEN321954	0143102000	UNIFORM RENTAL-Street	1	12/24/2025	241.03	.00	241.03	46470	12/31/2025
Total 923:							241.03	.00	241.03		
1253	AT & T MOBILITY	2872917141	0141505000	ADMIN	1	12/20/2025	183.04	.00	183.04	46472	12/31/2025
		2872917141	0144205000	CEMETARY	2	12/20/2025	39.99	.00	39.99	46472	12/31/2025

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		2872917141	0142105000	POLICE	3	12/20/2025	1,752.23	.00	1,752.23	46472	12/31/2025
		2872917141	0144005000	PLANNING	4	12/20/2025	165.95	.00	165.95	46472	12/31/2025
		2872917141	0444152000	POol	5	12/20/2025	79.98	.00	79.98	46472	12/31/2025
		2872917141	0143105000	STREETS	6	12/20/2025	501.49	.00	501.49	46472	12/31/2025
		2872917141	0241505000	WATER	7	12/20/2025	1,067.86	.00	1,067.86	46472	12/31/2025
		2872917141	0141505000	EXECUTIVE	8	12/20/2025	47.33	.00	47.33	46472	12/31/2025
	Total 1253:						3,837.87	.00	3,837.87		
1281	HD Supply, Inc	INV0091033	0249509020	lab supplies	1	12/15/2025	194.72	.00	194.72	46475	12/31/2025
	Total 1281:						194.72	.00	194.72		
1719	STAPLES BUSINESS ADV	7008092927	0141203500	admin supplies	1	12/20/2025	58.55	.00	58.55	46484	12/31/2025
	Total 1719:						58.55	.00	58.55		
1809	TERRITORY ELECTRIC	PD TRAININ	0142103100	POlice	1	12/09/2025	150.00	.00	150.00	46486	12/31/2025
	Total 1809:						150.00	.00	150.00		
2052	MARTIN MARIETTA MATE	48151471	1743107573	emulsion	1	12/17/2025	900.00	.00	900.00	46478	12/31/2025
	Total 2052:						900.00	.00	900.00		
2220	KAGAN & SON, LLC	18675	1743107530	class 5 road base	1	12/16/2025	4,624.00	.00	4,624.00	46476	12/31/2025
	Total 2220:						4,624.00	.00	4,624.00		
2614	Amnet Inc.	19531	0144007500	Mapping Zoning Printer	1	12/23/2025	1,209.93	.00	1,209.93	20260108	12/31/2025
		19535	0142105050	police after hours	1	12/31/2025	540.00	.00	540.00	20260108	12/31/2025
	Total 2614:						1,749.93	.00	1,749.93		
3008	Great American Financial S	40840569	0141503500	Lease on copier	1	12/19/2025	337.00	.00	337.00	46474	12/31/2025
	Total 3008:						337.00	.00	337.00		
3110	Old School Concrete & Re	FINAL BILL-	1743107572	410 West 3rd Sidewalk Co	1	12/30/2025	4,800.00	.00	4,800.00	46480	12/31/2025

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 3110:							4,800.00	.00	4,800.00		
3249	Amber L. Dickson	13877	0140608755	Dec Cleaning 2025	1	12/31/2025	1,400.00	.00	1,400.00	46471	12/31/2025
Total 3249:							1,400.00	.00	1,400.00		
3257	Robert S Willett , ESQ	008	0141203700	Dec Prosectuor 2025	1	12/30/2025	975.00	.00	975.00	46481	12/31/2025
Total 3257:							975.00	.00	975.00		
3264	Strategic Governmental Se	2025-110154	0243707890	2025 CM Reruitment Paym	1	12/05/2025	4,845.42	.00	4,845.42	46485	12/31/2025
		2025-110154	0144007400	2025 CM Reruitment Paym	2	12/05/2025	3,230.28	.00	3,230.28	46485	12/31/2025
Total 3264:							8,075.70	.00	8,075.70		
3276	Rocky Mountain Microfilm	24498	0141505650	Scanning and Inventory Se	1	12/30/2025	9,000.00	.00	9,000.00	46482	12/31/2025
		24498	0141107310	Scanning and Inventory Pr	2	12/30/2025	1,958.00	.00	1,958.00	46482	12/31/2025
Total 3276:							10,958.00	.00	10,958.00		
Grand Totals:							40,202.45	.00	40,202.45		

Report Criteria:
 Detail report type printed

COUNCIL ACTION FORM

MEETING DATE: JANUARY 5, 2026

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider Appointing a Proxy to Represent City Shares at Annual Ditch Board Meetings

Department: Administration

Staff Recommendation:

Appoint the City Manager as proxy to represent City ditch shares at the annual ditch board meetings for the Union Ditch, Rainbow Ditch, and Fremont Ditch Companies.

Background/Description of Item:

The bylaws for the surrounding ditch companies require a proxy to represent the City of Florence's water shares for Union Ditch, Fremont Ditch, and Rainbow Ditch. The designated ditch proxy will attend the annual ditch board meetings and vote on behalf of the City of Florence.

In the instance where the City Manager is unable to serve as the proxy, the City Clerk shall serve in their absence.

Financial Impact:

- None

Suggested Motion:

Appoint the City Manager as proxy to represent the City of Florence's shares at annual ditch board meetings for the Union Ditch, Rainbow Ditch, and Fremont Ditch Companies.

COUNCIL ACTION FORM

MEETING DATE: JANUARY 5, 2026

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider Designating the City of Florence's Official Posting Place

Department: Administration

Staff Recommendation:

Designate City Hall's front entrance kiosk as the City of Florence's primary posting location.

Background/Description of Item:

The kiosk serves as the City's primary physical posting location for meetings, announcements, notices, etc. Recently, the City has aimed to be more accessible and simultaneously post the relevant information in a virtual format onto the City's official website as well.

Pursuant to C.R.S. 24-6-402(2(c)) (in pertinent part):

"The public place or places for posting such notice must be designated annually at the local public body's first regular meeting of each calendar year. The posting must include specific agenda information where possible..."

The selection of a designated posting place for the City of Florence fulfills this statutory requirement.

Attachments:

- None

Suggested Motion:

Designate City Hall's front entrance kiosk as the City of Florence's primary posting location.

COUNCIL ACTION FORM

MEETING DATE: JANUARY 5, 2026

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider Approving a Resolution to Declare a Ward Two Vacancy Within the City Council and to Establish a Process to Fill Said Vacancy

Department: Administration

Staff Recommendation:

Approve a Resolution authorizing the City of Florence to declare a Ward Two vacancy within the City of Florence City Council.

Background/Description of Item:

The City of Florence and the City Council acknowledge the importance of addressing this vacancy in a timely manner to support continued, effective, and stable municipal governance.

Consistent with the authority granted in Colorado Revised Statutes §31-4-303, which provides that a governing body may, by appointment, fill vacancies on the board with the appointee serving until the next regular municipal election, the City Council is empowered to take action to fill the unexpired term. Further, Florence Municipal Code 2.08.030 establishes that upon occurrence of a vacancy due to death, resignation, removal, or any other qualifying cause, the City Council shall formally declare the vacancy and fill the seat by majority vote within sixty (60) days of that declaration.

To ensure procedural consistency, fairness, and adherence to established local practice, City staff recommends that the City Council consider utilizing a structured appointment process (generally but not precisely modeled on the framework provided in Florence Municipal Code 2.20.060), which outlines an impartial, transparent method for municipal advisory body appointments. In taking this approach, the City of Florence affirms its commitment to a fair, neutral, and unbiased selection process, while also responsibly relying on existing municipal procedures to maintain public confidence, institutional integrity, and sound governance standards.

Attachments included:

- Resolution No. 1-2026

Suggested Motion:

Adopt Resolution No. 1-2026, a Resolution Declaring A Ward Two Vacancy Within the City of Florence City Council and Establishing a Process to Fill Said Vacancy.

RESOLUTION NO. 1 -2026

A RESOLUTION, PURSUANT TO FLORENCE MUNICIPAL CODE 2.08.030(B), TO DECLARE A VACANCY IN THE OFFICE OF COUNCILMEMBER, WARD TWO, CITY OF FLORENCE, COLORADO, AND TO RESOLVE TO FILL SUCH SEAT IN ACCORDANCE WITH LAW AND AS HEREIN SPECIFIED.

WHEREAS, following the final certification of the 2025 regular municipal election, a vacancy exists in the office of Councilmember, Ward 2; and

WHEREAS, Florence Municipal Code 2.08.030(B) empowers the City Council to declare a vacancy in the office of Councilmember when such a vacancy occurs due to death, resignation, removal, or any other reason; and

WHEREAS, Florence Municipal Code 2.08.030(B) further stipulates that the City Council shall fill the vacancy by a majority vote within sixty (60) days from the declaration of the vacancy; and

WHEREAS, Florence Municipal Code 2.08.030(B) also provides the option to fill the vacancy by special election, as outlined in CRS 31-4-108(b) and the City of Florence hereby reserves such option, if necessary or as approved by Council; and

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Florence hereby declares a vacancy in the office of Councilmember, Ward 2 and elects to conduct a robust interview and selection process to fill the vacancy in the office of Ward Two by majority vote as prescribed in Florence Municipal Code 2.08.030(B); and

BE IT FURTHER RESOLVED, that the City Council shall appoint a new Councilmember within sixty (60) days from the date of this declaration, in accordance with Florence Municipal Code 2.08.030(B); and

BE IT FURTHER RESOLVED, that the City Council will take the necessary actions to ensure a smooth transition in City governance during the interim period until the successor elected at the next regular municipal election commences their term, as required by C.R.S. § 31-4-106.

RESOLVED THIS _____ day of _____, 2026

CITY OF FLORENCE, COLORADO

ATTEST:

BY: _____
Steve Wolfe, Mayor

BY _____
Cortlyne Huppe, City Clerk



CITY OF FLORENCE

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

City Manager Report

End of 2025

Meetings with agencies, boards, and committees:

- Attended the EOY meeting for Union and Fremont Ditches on 12/8
- Attended Fremont County Managers Meeting on 12/11
- City Manager Introduction tour with Chief Humphrey in downtown Florence on 12/15
- Tour of the city with Code Enforcement and Planning 12/16
- Introduction Meeting with new COLOTRUST representative 12/16
- Citizen Meeting on 12/31
- Attended Planning Commission Meeting 12/18
- Attended FEDC Meeting 12/17
- Worked with Staff on implementing new policies: Operational Closure Policy, Employee Milestone and Retirement Recognition Policy, and Employee Professional Appearance Standards
- Working to create a 2026 electronic project dashboard for the website
- Meeting with staff on new organizational chart and role expectations
- Scheduled 2026 active shooter training, sexual harassment, and hostile work environment training.

- **Planning Department**
 - Anticipating Planning Commission's formal adoption of the Master Plan at the January 15, 2026 meeting. Should present to City Council on February 2, 2026.
 - Staff and DK Design are reviewing the Pioneer Park Bathroom project. Will re publish for proposals in early January.
 - Staff is working with 3 Rocks Engineering to finalize the Sidewalk Assessment Project for City Council's formal adoption.
 - Staff completed the High Meadows subdivision street pavement condition assessment with support from 3 Rocks Engineering. The findings will be presented to Council as a proposed amendment to the City's Street Needs Program, with anticipated consideration for incorporation into the City Pavement Management Plan at a later date.
 - Staff obtaining a grant for the Florence mountain Park from COSWAP for \$12,700 for fire mitigation

- **Finance Department**
 - Staff is very excited to announce that the Black Hills Energy Community Giving Grant has been approved. They will be gifting/awarding the City \$25,000 for the Pool Projects in 2026. We will be celebrating BHE's contributions at the first meeting in January 2026.
 - Completed and submitted the 2026 Budget
 - Preparing for the 2025-2026 Financial Audit
 - Staff is preparing to close out the 2025 payroll year and prepare W2's



CITY OF FLORENCE

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- **Police Department:**
 - The City's Code Enforcement Officer continues to engage in active community outreach, with an emphasis on public education and follow-up regarding potential municipal code violations.
 - The 2025 Shop with a Cop event was a success! Thank you to all volunteers, community members, and law enforcement officials who made the day successful.

- **Water Department:**
 - Staff completed testing filter media samples, have sent them for engineered testing.

- **City Clerk Department:**
 - Staff is working with the Water's Edge project manager on the 2026 pool project(s) coordination.
 - Staff has initiated a comprehensive records management project aimed at restoring efficient, well-organized record systems while also laying the groundwork for future digitization efforts.
 - Staff worked with the City's Water Consultant on EOY ditch/water projects.
 - Staff is organizing and planning to host the 2026 Student Leadership Week with the local high school leadership organizations.
 - 2025 wrap-up, clean-up. On to 2026!

- **Public Works Department:**
 - Public Works assisted the Florence Chamber of Commerce in collecting Christmas trees for the Holly Jolly Christmas event and illuminated Main Street with Christmas lights.
 - Staff planted the 2025 ARPA trees in Lions Park and Union Highland Cemetery.

- **Building Department**
 - Staff has continued to coordination with the contractors regarding HVAC system programming and improvements.