



**FLORENCE CITY COUNCIL**  
**Regular Meeting Agenda**  
**Monday, July 21, 2025, 6:30 PM**

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

**1) CALL TO ORDER & PLEDGE OF ALLEGIANCE**

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

**2) ROLL CALL:**

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

**3) PRESENTATIONS**

- a) America 250 - Colorado 150 Proclamation

**4) PUBLIC COMMENTS**

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

**5) CONSENT AGENDA**

- a) Consider approving the minutes as written for the Regular City Council Meeting on July 7, 2025, and the Special Meeting Minutes on July 16, 2025
- b) Consider approving City expenditures prepared on July 10, 2025, in the amount of \$77,997.79, and July 17, 2025 in the amount of \$68,917.50
- c) Consider approving the Agreement for Water Service for East Florence Water Association
- d) Consider authorizing the trade-in and upgrade of water plant's tractor mower
- e) Consider approving the Temporary Use Permit for the Florence Pioneer Association
- f) Consider authorizing the purchase of a cemetery mower and a snowplow

**6) COUNCIL REPORTS**

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

**7) 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.

**8) ADJOURNMENT:** Adjournment until the next regular City Council Meeting

Monday, August 4, 2025

# PROCLAMATION

## America 250 - Colorado 150 Proclamation for Local Governments

**WHEREAS**, the year 2026 marks the 250th anniversary of the signing of the Declaration of Independence; and

**WHEREAS**, the year 2026 marks Colorado's 150th anniversary of statehood; and

**WHEREAS**, in 2016 the United States Congress established by Joint Resolution the America 250 Commission to encourage observance of the 250 years of our nation's existence; and

**WHEREAS**, the Colorado legislature established the America 250 - Colorado 150 Commission with the passage of Senate Bill 2022-011, and the Commission has determined its mission and purpose is to celebrate Colorado by acknowledging the completeness of our shared history, honor that which makes Colorado unique, and strive toward a more perfect union; and

**WHEREAS**, it is appropriate that the City of Florence engages fully with our past and looks toward a shared future; and

**WHEREAS**, the mayor and city council of Florence thus encourage its citizens to create and participate in programs that will commemorate the history of our city, our state, and our nation; and

**NOW, THEREFORE BE IT RESOLVED**, that I, Steve Wolfe, Mayor of the City of Florence, Colorado, do hereby proclaim that the City of Florence will fully engage in commemorative activities leading up to and during the Commission's stated length of observance: July 4, 2025, through December 31, 2026.

I urge all community members to take advantage of the resources available from the America 250 Commission, the America 250 - Colorado 150 Commission, and the City of Florence to observe the Sesquicentennial anniversary.

In witness whereof, I have hereunto set my hand and caused the Seal of the City of Florence, Colorado to be affixed this 21st day of July 2025.

CITY OF FLORENCE, COLORADO

\_\_\_\_\_  
Steve Wolfe, Mayor

Attest:

\_\_\_\_\_  
Cortlyne Huppe, City Clerk

(SEAL)



## FLORENCE CITY COUNCIL

### Regular Meeting Minutes

Monday, July 7, 2025, 6:30 PM

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

#### 1) CALL TO ORDER & PLEDGE OF ALLEGIANCE

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

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

#### 2) ROLL CALL:

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

**OTHERS PRESENT:** City Clerk Cortlyne Huppe, Finance Officer Lori Cobler, 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).

Paula Price- Miller-Kitto American Legion Post 25

Thanked the City Council for the 2025 Outside Agency Funding and awarded Councilor MacKinnon a certificate of appreciation for her services to the American Legion.

Rob McDaniel- 329 Kelsey Court

Inquired about street improvements and development on Kelsey Court.

#### 4) CONSENT AGENDA

- Consider approving the minutes as written for the Regular City Council Meeting on June 16, 2025, and the Special Meeting Minutes on July 1, 2025
- Consider approving City expenditures prepared on June 18, 2025, in the amount of \$60,643.89, June 26, 2025 in the amount of \$292,773.88, and July 1, 2025 in the amount of \$24,875.01
- Consider approving the annual liquor license renewal for the Green Parrott Lounge
- Consider approving the annual liquor license renewal for Paradise Liquor
- Consideration of Approval of an Intergovernmental Agreement (IGA) Between the City of Florence and the Fremont County Sheriff's Office for Use of the Florence Shooting Range
- Consideration of Approval of an Intergovernmental Agreement (IGA) Between the City of Florence and the Immigration and Customs Enforcement for Use of the Florence Shooting Range
- Consideration of Approval of an Intergovernmental Agreement (IGA) Between the City of Florence and the Colorado State Patrol for Use of the Florence Shooting Range
- Consider Authorizing Participation in the 2025 Coordinated Election with the Fremont County Clerk and Recorder

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

**5) OLD BUSINESS**

- a) Consider adopting an Ordinance setting the ballot language to be used in the November 4, 2025, coordinated general election regarding the extension of an existing sales tax.

City Clerk Cortlyne Huppe reported this was the statutorily required second reading of the Ordinance. This Ordinance represented the anticipated language on the November 2025 ballot.

Motion to adopt the second reading of Ordinance No. 6-2025, Ordinance setting the ballot language to be used at the November 4, 2025, coordinated general election as follows: Shall the City of Florence's existing 0.5% sales and use tax, scheduled to sunset on December 31, 2025, be extended until December 31, 2035, with all revenue to be used exclusively for the construction, reconstruction, repair, and maintenance of streets and other public rights of way within the City; and shall the City be authorized to collect, retain, and spend such revenue as a voter-approved revenue change under article x, section 20 of the Colorado Constitution?: Councilor MacKinnon

Seconded by: Councilor Mergelman

6 Ayes

Motion passed: 6 – 0

**6) NEW BUSINESS**

- a) Consider updating the City of Florence's bank signature cards

Finance Officer Lori Cobler stated the City's bank signature cards needed to be updated with the resignation of Amy Nasta.

Motion to update the City of Florence's signature cards for Rocky Mountain Bank and Trust, Colotrust, Flatirons Bank, Sunflower Bank, Cañon National Bank, and Multi-Bank Securities, Inc. by removing the following authorized signers from all signature cards: Lori Cobler, Amy Nasta, Cortlyne Huppe, Gayle MacKinnon, Steve Wolfe, Rudl Mergelman, and Brenda Gardner. Then adding the following authorized signers to all signature cards: Lori Cobler, Cortlyne Huppe, Gayle MacKinnon, Steve Wolfe, Rudl Mergelman, Brenda Gardner, and Sean Humphrey:

Councilor Stiefel

Seconded by: Councilor Mergelman

6 Ayes

Motion passed: 6 – 0

**7) COUNCIL REPORTS**

- a) City Council Reports

City Council thanked all the city departments for their work on the City's July 4<sup>th</sup> Festival.

Councilor MacKinnon anticipated celebrations for Colorado's Sesquicentennial anniversary in 2026.

Mayor Wolfe reported on Public Works' McCandless Project, Bighorn Round Table projects, Mayor's Round Table, a regional meeting to prioritize smaller community projects, Board of County Commissioners meeting, and Senior Coffee Chats.

- b) City Manager Reports

Interim City Manager Sean Humphrey highlighted the CBI compliance report and the police department's recent Lexipol achievement on educational excellence. Interim City Manager

Humphrey announced the return of baby Archuletta to Union Highland Cemetery, and thanked city staff for their hard work and support with the ongoing City projects.

Mayor Wolfe inquired about the Master Plan's implementation meetings.

City Clerk Huppe elaborated on the upcoming Master Plan community engagement opportunities.

City Attorney Dan Findley reported on the Colorado Municipal League Conference.

**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 next regular City Council Meeting  
Monday, July 21, 2025

Councilor Gardner motioned to adjourn the meeting. Councilor MacKinnon seconded. With all of the Councilmembers voting in favor of the motion, the motion carried.  
Mayor Wolfe adjourned the City Council Meeting at 7:03 p.m.

CITY OF FLORENCE, CO

BY: \_\_\_\_\_  
Steve Wolfe, Mayor

RESPECTFULLY SUBMITTED: \_\_\_\_\_  
Cortlyne Huppe, City Clerk



**FLORENCE CITY COUNCIL**  
**Special Meeting Minutes**  
**Wednesday, July 16, 2025, 1:00 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 1:00 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, Interim City Manager Sean Humphrey, and City Attorney Dan Findlay (virtually).

**3) NEW BUSINESS**

- a) Consider entering into an agreement for recruitment services for the City Manager position.
- High Altitude Partners
  - KRW Associates LLC
  - Strategic Government Resources

City Clerk Cortlyne Huppe stated that, per City Council's direction, staff had reached out to the selected municipalities for references. However, few responses were received, and as a result, staff did not have a report to present.

The City Council discussed preferences regarding recruiting companies.

Motion to authorize the Mayor to execute a contract with Strategic Government Resources (SGR) for City Manager recruitment services, with the final terms and conditions to be negotiated and approved by City staff, provided that such terms are consistent with the proposal presented and do not exceed the authorized or proposed not-to-exceed amount: Councilor MacKinnon

Seconded by: Councilor Mergelman

6 Ayes

Motion passed: 6 – 0

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

Pursuant to C.R.S. §24-6-402(4)(e), the City Council may enter into executive session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators. Specifically, this executive session may be convened to interview potential recruitment firms for the city manager position, discuss and evaluate their proposals, and to instruct staff and/or legal counsel regarding the terms and parameters of any potential negotiations with such firms.

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) ADJOURNMENT:** Adjournment until the next regular City Council Meeting  
Monday, July 21, 2025

Councilor MacKinnon 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 1:11 p.m.

CITY OF FLORENCE, CO

BY: \_\_\_\_\_  
Steve Wolfe, Mayor

RESPECTFULLY SUBMITTED: \_\_\_\_\_  
Cortlyne Huppe, City Clerk

## Report Criteria:

Detail report type printed

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
7	FREMONT SANITATION D	JUNE 2025	0140608751	10938-2559 Muni Annex	1	06/30/2025	60.45	.00	60.45	20257245	07/09/2025
		JUNE 2025	0140608751	10935-4758	2	06/30/2025	34.53	.00	34.53	20257245	07/09/2025
		JUNE 2025	0140608635	10837-2467 Water Plant	3	06/30/2025	34.53	.00	34.53	20257245	07/09/2025
		JUNE 2025	0140608751	10838-2468 City Shop	4	06/30/2025	34.53	.00	34.53	20257245	07/09/2025
		JUNE 2025	0140608635	10936-4759	5	06/30/2025	34.53	.00	34.53	20257245	07/09/2025
		JUNE 2025	0444152100	10910-2537 Pool	6	06/30/2025	34.53	.00	34.53	20257245	07/09/2025
		JUNE 2025	0140608440	10829-2459 Museum	7	06/30/2025	34.53	.00	34.53	20257245	07/09/2025
		JUNE 2025	0140608751	22838-4761	8	06/30/2025	34.53	.00	34.53	20257245	07/09/2025
Total 7:							302.16	.00	302.16		
149	ROCKY MOUNTAIN BANK	BANK FEE	0241505550	Bank Fees	1	06/30/2025	15.95	.00	15.95	20257237	07/09/2025
Total 149:							15.95	.00	15.95		
245	KRASSA & MILLER, LLC	JUNE 2025	0243707890	LEGAL FEES	1	06/30/2025	1,342.96	.00	1,342.96	46155	07/10/2025
Total 245:							1,342.96	.00	1,342.96		
332	Pueblo Dept of Public Heal	JUNE 2025 S	0243707810	WATER TESTING	1	06/30/2025	168.00	.00	168.00	46158	07/10/2025
Total 332:							168.00	.00	168.00		
397	U S POSTAL SERVICE	JULY 2025 W	0241503100	UTILITY BILLING	1	07/02/2025	592.93	.00	592.93	20257238	07/09/2025
Total 397:							592.93	.00	592.93		
923	ALSCO	LDEN312581	0143102000	UNIFORM RENTAL-Street	1	06/11/2025	177.55	.00	177.55	46147	07/10/2025
		LDEN313579	0140608420	MATS	1	07/02/2025	63.16	.00	63.16	46147	07/10/2025
		LDEN313579	0143102000	UNIFORM RENTAL	1	07/02/2025	177.50	.00	177.50	46147	07/10/2025
		LDEN313910	0143102000	UNIFORM RENTAL-Street	1	07/09/2025	177.55	.00	177.55	46147	07/10/2025
Total 923:							595.76	.00	595.76		
1229	CASELLE, INC.	INV-07535	0243707890	Check On Demand Module	1	06/30/2025	250.00	.00	250.00	46150	07/10/2025
		INV-08917	0141505600	Software Support - Admin	1	06/30/2025	726.85	.00	726.85	46150	07/10/2025
		INV-08917	0241505600	Software Support - Court	2	06/30/2025	231.15	.00	231.15	46150	07/10/2025



Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		INV-08917	0241505600	Software Support - Water	3	06/30/2025	1,191.00	.00	1,191.00	46150	07/10/2025
Total 1229:							2,399.00	.00	2,399.00		
1253	AT & T MOBILITY	2872917141	0141505000	ADMIN	1	06/30/2025	183.04	.00	183.04	46148	07/10/2025
		2872917141	0144205000	CEMETARY	2	06/30/2025	39.99	.00	39.99	46148	07/10/2025
		2872917141	0142105000	PD	3	06/30/2025	1,755.23	.00	1,755.23	46148	07/10/2025
		2872917141	0144005000	PLANNING	4	06/30/2025	165.95	.00	165.95	46148	07/10/2025
		2872917141	0444152000	POol	5	06/30/2025	79.98	.00	79.98	46148	07/10/2025
		2872917141	0143105000	STREETS	6	06/30/2025	395.82	.00	395.82	46148	07/10/2025
		2872917141	0241505000	WATER	7	06/30/2025	1,077.68	.00	1,077.68	46148	07/10/2025
Total 1253:							3,697.69	.00	3,697.69		
1718	BLACK HILLS ENERGY	0520289929	0143107540	STREET LIGHTS	1	06/30/2025	80.17	.00	80.17	20257222	07/08/2025
		0872425770	0243507640	NEW RAW WATER PUMP	1	07/02/2025	8,902.95	.00	8,902.95	20257225	07/08/2025
		2439373063	0243507600	MINNEQUA CANAL PUMP	1	07/02/2025	3,979.68	.00	3,979.68	20257229	07/08/2025
		2985218401	0140608510	CITY SHOP	1	07/02/2025	246.38	.00	246.38	20257230	07/08/2025
		3075375677	0145207830	QUARTZ PARK	1	07/02/2025	18.86	.00	18.86	20257233	07/08/2025
		5372636848	0243507620	W PUMP STATION	1	07/02/2025	201.15	.00	201.15	20257228	07/08/2025
		6887028421	0140608632	N PLANT	1	07/02/2025	279.19	.00	279.19	20257231	07/08/2025
		7844257155	0243507650	PUMP @ RIVER	1	07/02/2025	3,276.46	.00	3,276.46	20257221	07/08/2025
		8398746140	0143107540	STREET LIGHTS	1	06/30/2025	7.40	.00	7.40	20257223	07/08/2025
		8763452423	0143107540	STREET LIGHTS	1	06/30/2025	115.22	.00	115.22	20257224	07/08/2025
		8890269732	0145207830	PIONEER PARK	1	07/02/2025	85.52	.00	85.52	20257226	07/08/2025
		9423297176	0145207830	PAVILION	1	07/02/2025	39.77	.00	39.77	20257232	07/08/2025
		9740686534	0444151800	POOL	1	07/02/2025	936.96	.00	936.96	20257227	07/08/2025
Total 1718:							18,169.71	.00	18,169.71		
1719	STAPLES BUSINESS ADV	7005869580	0141503000	admin- Copy Paper and offi	1	06/30/2025	154.04	.00	154.04	46161	07/10/2025
Total 1719:							154.04	.00	154.04		
1809	TERRITORY ELECTRIC	POOL PUMP	0444152200	POol	1	07/01/2025	360.00	.00	360.00	46162	07/10/2025
Total 1809:							360.00	.00	360.00		
2219	CHARTER COMMUNICATI	11599590162	0241505600	INTERNET SERVICE and	1	06/21/2025	1,467.41	.00	1,467.41	20257241	07/09/2025
		25117450106	0144203500	Cemetery Internet	1	06/30/2025	170.00	.00	170.00	20257242	07/09/2025

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 2219:							1,637.41	.00	1,637.41		
2467	Century Link	JUNE 2025	0241505000	SOUTH PLANT internet	1	06/30/2025	297.85	.00	297.85	20257239	07/09/2025
		JUNE 2025 2	0241505000	SOUTH PLANT fax	1	06/30/2025	129.14	.00	129.14	20257240	07/09/2025
Total 2467:							426.99	.00	426.99		
2497	Gobins Inc	AR4863780	0141503000	copier lease city hall	1	07/02/2025	362.09	.00	362.09	46153	07/10/2025
Total 2497:							362.09	.00	362.09		
2871	Core & Main	W604228	0243807950	#71 upper rod	1	06/26/2025	335.01	.00	335.01	46151	07/10/2025
		X245212	0243808080	Annual RNI	1	06/27/2025	7,459.94	.00	7,459.94	46151	07/10/2025
		X245212	0243808080	sensus analytics annual	2	06/27/2025	7,459.94	.00	7,459.94	46151	07/10/2025
Total 2871:							15,254.89	.00	15,254.89		
2947	SECOM, INC	377805 7/01/	0241505000	Internet	1	07/01/2025	70.16	.00	70.16	20257243	07/09/2025
Total 2947:							70.16	.00	70.16		
2970	TK Elevator Corporation	3008716443	0140608750	Elevator Maintaince 3rd Qr	1	07/01/2025	535.15	.00	535.15	46163	07/10/2025
Total 2970:							535.15	.00	535.15		
3114	Wyatt Legal Services PLLC	143	0141105300	City Attorney	1	06/30/2025	8,767.25	.00	8,767.25	20257244	07/09/2025
Total 3114:							8,767.25	.00	8,767.25		
3115	Rocco F. Meconi, PC	FINAL BILLI	0141203700	Prosecutor	1	06/30/2025	2,710.50	.00	2,710.50	46160	07/10/2025
Total 3115:							2,710.50	.00	2,710.50		
3128	Lynn Rae	MILEAGE M	0141505750	Mileage-	1	06/30/2025	49.00	.00	49.00	46156	07/10/2025
Total 3128:							49.00	.00	49.00		
3151	Badger Daylighting Corp	2882072	0243808090	3rd and Maint culvert clean	1	06/30/2025	3,665.26	.00	3,665.26	46149	07/10/2025

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 3151:							3,665.26	.00	3,665.26		
3156	Republic Services#653	0653000696	0143204100	City Of Florence - Trash Se	1	06/30/2025	17.00	.00	17.00	20257236	07/09/2025
		0653000696	0143204100	City Of Florence - Trash Se	1	06/30/2025	1,557.73	.00	1,557.73	20257234	07/09/2025
		6530006969	0143204100	City Of Florence - Trash Se	1	06/30/2025	48.75	.00	48.75	20257235	07/09/2025
Total 3156:							1,623.48	.00	1,623.48		
3174	Lasater & Martin, P.C.	12084	0141106700	PC-6026581	1	07/07/2025	3,200.00	.00	.00	46145	Multiple
		12084	0141106700	PC-6026581	2	07/07/2025	3,200.00-				
		PC-6602658	0141106700	PC-66026581	1	07/08/2025	3,250.00	.00	3,250.00	46146	07/08/2025
Total 3174:							3,250.00	.00	3,250.00		
3194	Miss Independent Distributi	624896512	0444152400	Little Debbie- Pool Conces	1	06/25/2025	180.00	.00	180.00	46157	07/10/2025
		624896567	0444152400	Little Debbie- Pool Conces	1	07/07/2025	252.00	.00	252.00	46157	07/10/2025
Total 3194:							432.00	.00	432.00		
3231	Grindle Upholstery	9207830	0243707861	Seat Repair	1	06/26/2025	200.00	.00	200.00	46154	07/10/2025
Total 3231:							200.00	.00	200.00		
3261	Quench USA , INC	INV0922398	0143103500	Water coolers	1	07/09/2025	238.47	.00	238.47	46159	07/10/2025
		INV0922398	0141503000	Water Coolers	2	07/09/2025	476.94	.00	476.94	46159	07/10/2025
Total 3261:							715.41	.00	715.41		
3262	DKHorn Engineering & Des	22608	0757708000	Pioneer Park Bathroom Pr	1	06/23/2025	10,500.00	.00	10,500.00	46152	07/10/2025
Total 3262:							10,500.00	.00	10,500.00		
Grand Totals:							77,997.79	.00	77,997.79		

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

## Report Criteria:

Detail report type printed

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
201	ATMOS ENERGY	3016435394	0140608751	MUNI CENTER	1	07/10/2025	97.24	.00	97.24	20257301	07/17/2025
		3017912536	0444151900	pool	1	07/09/2025	241.65	.00	241.65	20257300	07/17/2025
Total 201:							338.89	.00	338.89		
916	MARTIN AND WOOD	28386	0146008030	Duck Derby Union Ditch Di	1	06/30/2025	544.50	.00	544.50	46166	07/17/2025
		28386	0243707890	ENG fees	2	06/30/2025	605.00	.00	605.00	46166	07/17/2025
Total 916:							1,149.50	.00	1,149.50		
923	ALSCO	LDEN314244	0140608420	MATS	1	07/16/2025	63.16	.00	63.16	46164	07/17/2025
		LDEN314244	0143102000	UNIFORM RENTAL-Street	1	07/16/2025	177.55	.00	177.55	46164	07/17/2025
		LDEN314244	0143102000	UNIFORM RENTAL-Street	2	07/16/2025	114.34-	.00	114.34-	46164	07/17/2025
Total 923:							126.37	.00	126.37		
1718	BLACK HILLS ENERGY	1225088862	0140608600	CEMETERY HOUSE	1	07/14/2025	54.42	.00	54.42	20257303	07/17/2025
		1645566418	0243557650	2 MG TANK	1	07/08/2025	23.45	.00	23.45	20257290	07/15/2025
		1944485829	0145207830	RIVER PARK	1	07/11/2025	81.45	.00	81.45	20257304	07/17/2025
		2010553787	0243557693	BULK WATER STATION	1	07/08/2025	29.58	.00	29.58	20257281	07/15/2025
		2273109055	1446602600	CONCESSION STAND	1	07/08/2025	40.48	.00	40.48	20257287	07/15/2025
		4125488554	0243557670	SOUTH PLANT	1	07/08/2025	282.79	.00	282.79	20257282	07/15/2025
		4197016039	0144207700	CEMETERY SPRINKLERS	1	07/14/2025	51.85	.00	51.85	20257302	07/17/2025
		4240921842	0143107540	STREET LIGHTS	1	07/08/2025	1,012.52	.00	1,012.52	20257295	07/16/2025
		4388081497	0145207830	SKATE PARK	1	07/08/2025	104.83	.00	104.83	20257284	07/15/2025
		4402785897	0140608753	MUNI ANNEX	1	07/08/2025	76.73	.00	76.73	20257292	07/15/2025
		4905461526	0143107540	STREET LIGHTS	1	07/08/2025	1,149.86	.00	1,149.86	20257286	07/15/2025
		5427493790	0145207830	TRIANGLE PARK	1	07/08/2025	18.86	.00	18.86	20257289	07/15/2025
		5509677786	1446602600	WILCOX LIGHTS	1	07/08/2025	38.22	.00	38.22	20257291	07/15/2025
		5796648483	0140608751	MUNI CENTER	1	07/08/2025	3,523.65	.00	3,523.65	20257288	07/15/2025
		6649764712	0243557660	S RESERVOIR PUMP	1	07/08/2025	18.33	.00	18.33	20257294	07/15/2025
		7296507422	0243557690	NEWLIN CABIN	1	07/08/2025	81.05	.00	81.05	20257293	07/15/2025
		7723236321	0243557675	NEW SOUTH PLANT	1	07/08/2025	11,815.93	.00	11,815.93	20257285	07/15/2025
		9725605064	0145207830	LIONS PARK	1	07/08/2025	20.28	.00	20.28	20257283	07/15/2025
Total 1718:							18,424.28	.00	18,424.28		

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
2104	UMB Card Services	ELSTUN JU	0144207750	ball and couplings	1	06/01/2025	163.16	.00	163.16	46168	07/17/2025
		ELSTUN JU	0144207750	joints, couplings, primer, et	2	06/01/2025	126.28	.00	126.28	46168	07/17/2025
		ELSTUN JU	0144203500	water	3	06/01/2025	11.98	.00	11.98	46168	07/17/2025
		ELSTUN JU	0144207750	misc. items for sprinkle rep	4	06/01/2025	52.14	.00	52.14	46168	07/17/2025
		ELSTUN JU	0144203500	pruner, saw	5	06/01/2025	137.95	.00	137.95	46168	07/17/2025
		ELSTUN JU	0144203500	rubbe rsheet	6	06/01/2025	7.59-	.00	7.59-	46168	07/17/2025
		ELSTUN JU	1743107510	pipe	7	06/01/2025	210.72	.00	210.72	46168	07/17/2025
		EVANS JUN	0144204500	Cords/mallet	1	06/01/2025	168.95	.00	168.95	46168	07/17/2025
		EVANS JUN	0143104500	freon	2	06/01/2025	263.76	.00	263.76	46168	07/17/2025
		EVANS JUN	0144204500	brake clean	3	06/01/2025	83.76	.00	83.76	46168	07/17/2025
		EVANS JUN	0144204500	Grease	4	06/01/2025	225.99	.00	225.99	46168	07/17/2025
		EVANS JUN	0144204500	brake pad cover	5	06/01/2025	94.99	.00	94.99	46168	07/17/2025
		EVANS JUN	0144204500	door handle mirror	6	06/01/2025	63.45	.00	63.45	46168	07/17/2025
		EVANS JUN	0144204500	floor dry	7	06/01/2025	75.96	.00	75.96	46168	07/17/2025
		EVANS JUN	0144204500	Paint for headstone	8	06/01/2025	43.70	.00	43.70	46168	07/17/2025
		EVANS JUN	0142104600	4 tires	9	06/01/2025	806.92	.00	806.92	46168	07/17/2025
		EVANS JUN	0144204500	ladder	10	06/01/2025	85.98	.00	85.98	46168	07/17/2025
		EVANS JUN	0143104500	bearing shaft	11	06/01/2025	27.48	.00	27.48	46168	07/17/2025
		EVANS JUN	0143104500	Weed eater parts	12	06/01/2025	350.00	.00	350.00	46168	07/17/2025
		EVANS JUN	0143104500	Aero quick dry	13	06/01/2025	17.58	.00	17.58	46168	07/17/2025
		EVANS JUN	0144204500	lawn mower blades	14	06/01/2025	825.07	.00	825.07	46168	07/17/2025
		EVANS JUN	0243707861	hydro boost	15	06/01/2025	284.00	.00	284.00	46168	07/17/2025
		EVANS JUN	0143104500	labor to cut spacer	16	06/01/2025	40.00	.00	40.00	46168	07/17/2025
		EVANS JUN	0143104500	diesel	17	06/01/2025	19.29	.00	19.29	46168	07/17/2025
		EVANS JUN	0143104500	lift inspection	18	06/01/2025	1,000.62	.00	1,000.62	46168	07/17/2025
		EVANS JUN	0143104500	oil	19	06/01/2025	18.98	.00	18.98	46168	07/17/2025
		EVANS JUN	0144204500	jack stands	20	06/01/2025	319.97	.00	319.97	46168	07/17/2025
		EVANS JUN	0144204500	bearings/ seal	21	06/01/2025	72.20	.00	72.20	46168	07/17/2025
		EVANS JUN	0142104600	spark plugs	22	06/01/2025	213.32	.00	213.32	46168	07/17/2025
		EVANS JUN	0142104500	over billed credit	23	06/01/2025	981.00-	.00	981.00-	46168	07/17/2025
		EVANS JUN	0143104500	Radiators and caps	24	06/01/2025	575.02	.00	575.02	46168	07/17/2025
		EVANS JUN	0143104500	Coolant	25	06/01/2025	67.96	.00	67.96	46168	07/17/2025
		EVANS JUN	0142104600	hood shocks	26	06/01/2025	25.98	.00	25.98	46168	07/17/2025
		EVANS JUN	0143104500	Radiator credit	27	06/01/2025	280.65-	.00	280.65-	46168	07/17/2025
		EVANS JUN	0142104600	Washer nozzle	28	06/01/2025	24.19	.00	24.19	46168	07/17/2025
		EVANS JUN	0143104500	break away switch	29	06/01/2025	18.72	.00	18.72	46168	07/17/2025
		EVANS JUN	0243707861	tiger hair/hardner	30	06/01/2025	201.27	.00	201.27	46168	07/17/2025
		EVANS JUN	0243707861	brake clean	31	06/01/2025	125.64	.00	125.64	46168	07/17/2025
		FOX JUNE 2	0144006000	monthly adobe subscription	1	06/01/2025	19.99	.00	19.99	46168	07/17/2025
		FOX JUNE 2	0144003500	Richard retirement	2	06/01/2025	74.71	.00	74.71	46168	07/17/2025

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		GLEN JUNE	0142104600	Car wash	1	06/01/2025	2.75	.00	2.75	46168	07/17/2025
		GLEN JUNE	0142104600	Car wash	2	06/01/2025	5.75	.00	5.75	46168	07/17/2025
		GLEN JUNE	0142104600	Car wash	3	06/01/2025	2.75	.00	2.75	46168	07/17/2025
		HARRIS JUN	0444151700	Pool water testing kit	1	06/01/2025	218.00	.00	218.00	46168	07/17/2025
		HARRIS JUN	0444151700	Pool testing reagents	2	06/01/2025	11.95	.00	11.95	46168	07/17/2025
		HARRIS JUN	0444151700	Pool testing reagents	3	06/01/2025	13.42	.00	13.42	46168	07/17/2025
		HARRIS JUN	0444151700	Pool testing reagents	4	06/01/2025	16.94	.00	16.94	46168	07/17/2025
		HARRIS JUN	0243302000	uniform pants	5	06/01/2025	69.90	.00	69.90	46168	07/17/2025
		HARRIS JUN	0444151700	Pool chemicals	6	06/01/2025	759.95	.00	759.95	46168	07/17/2025
		HARRIS JUN	0444151700	Pool chemicals	7	06/01/2025	66.45	.00	66.45	46168	07/17/2025
		HARRIS JUN	0243302000	uniform shirts	8	06/01/2025	99.96	.00	99.96	46168	07/17/2025
		HARRIS JUN	0444151700	Pool water testing reagents	9	06/01/2025	129.78	.00	129.78	46168	07/17/2025
		HARRIS JUN	0249509019	hole punch tool set	10	06/01/2025	26.99	.00	26.99	46168	07/17/2025
		HARRIS JUN	0444152200	Pool pump and motor	11	06/01/2025	7,700.00	.00	7,700.00	46168	07/17/2025
		HARRIS JUN	0243302000	city logo shirts	12	06/01/2025	32.00	.00	32.00	46168	07/17/2025
		HARRIS JUN	0249509046	canal pump diagnosis	13	06/01/2025	2,500.00	.00	2,500.00	46168	07/17/2025
		HARRIS JUN	0144003500	Retirement party	14	06/01/2025	24.20	.00	24.20	46168	07/17/2025
		HARRIS JUN	0144004300	Ashley web cam	15	06/01/2025	27.99	.00	27.99	46168	07/17/2025
		HARRIS JUN	0243807910	backflow assembly kit	16	06/01/2025	23.99	.00	23.99	46168	07/17/2025
		HUMPHREY	0142104600	car wash	1	06/01/2025	5.75	.00	5.75	46168	07/17/2025
		HUMPHREY	0142103100	officer equipment supplies	2	06/01/2025	36.99	.00	36.99	46168	07/17/2025
		HUPPE JUN	0141503000	background check	1	06/01/2025	6.00	.00	6.00	46168	07/17/2025
		HUPPE JUN	0141503000	background check	2	06/01/2025	6.00	.00	6.00	46168	07/17/2025
		HUPPE JUN	0141503000	background check	3	06/01/2025	6.00	.00	6.00	46168	07/17/2025
		HUPPE JUN	0141503000	shred service	4	06/01/2025	77.08	.00	77.08	46168	07/17/2025
		HUPPE JUN	0444152300	pool SWIVEL SEAT	5	06/01/2025	401.49	.00	401.49	46168	07/17/2025
		HUPPE JUN	0444152300	pool CHAIRS FOR GUAR	6	06/01/2025	283.57	.00	283.57	46168	07/17/2025
		HUPPE JUN	0141503000	background check	7	06/01/2025	6.00	.00	6.00	46168	07/17/2025
		HUPPE JUN	0144003500	BUSINESS CARDS	8	06/01/2025	20.98	.00	20.98	46168	07/17/2025
		HUPPE JUN	0141501970	drug testS	9	06/01/2025	140.00	.00	140.00	46168	07/17/2025
		HUPPE JUN	0444151970	drug testS	10	06/01/2025	2,325.00	.00	2,325.00	46168	07/17/2025
		HUPPE JUN	0444152300	GUARD TUBES	11	06/01/2025	107.00	.00	107.00	46168	07/17/2025
		HUPPE JUN	0141503000	THANK YOU CARDS	12	06/01/2025	9.99	.00	9.99	46168	07/17/2025
		INGLE JUNE	0142103100	postage	1	06/01/2025	19.36	.00	19.36	46168	07/17/2025
		JACKSON J	0243659999	rubber coupler	1	06/01/2025	8.06	.00	8.06	46168	07/17/2025
		JACKSON J	0243659999	Pipe	2	06/01/2025	64.99	.00	64.99	46168	07/17/2025
		JACKSON J	0243659999	coupler	3	06/01/2025	28.79	.00	28.79	46168	07/17/2025
		JACKSON J	0249509019	tools and supplies	4	06/01/2025	150.93	.00	150.93	46168	07/17/2025
		JACKSON J	0444152200	filter plug fix	5	06/01/2025	8.59	.00	8.59	46168	07/17/2025
		JACKSON J	0243707861	spark plugs	6	06/01/2025	23.96	.00	23.96	46168	07/17/2025

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		JACKSON J	0243707845	Ant bait	7	06/01/2025	11.99	.00	11.99	46168	07/17/2025
		JUNE 2025	0241505000	Internet Bulk Station	1	06/30/2025	240.00	.00	240.00	46168	07/17/2025
		JUNE 2025	0141505600	Adobe	2	06/30/2025	29.99	.00	29.99	46168	07/17/2025
		JUNE 2025	0141505600	Adobe	3	06/30/2025	19.99	.00	19.99	46168	07/17/2025
		JUNE 2025	0241505600	Adobe	4	06/30/2025	23.99	.00	23.99	46168	07/17/2025
		JUNE 2025	0141505000	Ring- Fax City hall	5	06/30/2025	90.20	.00	90.20	46168	07/17/2025
		JUNE 2025	0141503000	Employee Party	6	06/30/2025	346.69	.00	346.69	46168	07/17/2025
		KARPILO JU	0444152300	Ice pops and toile tpaper	1	06/01/2025	24.46	.00	24.46	46168	07/17/2025
		KARPILO JU	0444152300	trash bags	2	06/01/2025	8.09	.00	8.09	46168	07/17/2025
		KLINE JUNE	0142106000	notary fee	1	06/01/2025	10.00	.00	10.00	46168	07/17/2025
		LANCASTER	0145204585	service	1	06/01/2025	9.00	.00	9.00	46168	07/17/2025
		LANCASTER	0143103500	shovel	2	06/01/2025	53.98	.00	53.98	46168	07/17/2025
		LANCASTER	0143103500	supplies	3	06/01/2025	208.91	.00	208.91	46168	07/17/2025
		LANCASTER	0143107565	lunch	4	06/01/2025	30.00	.00	30.00	46168	07/17/2025
		LANCASTER	0143103500	handles for shovels	5	06/01/2025	159.53	.00	159.53	46168	07/17/2025
		MARTINEZ J	0141503000	office supplies	1	06/01/2025	46.10	.00	46.10	46168	07/17/2025
		MARTINEZ J	0143103500	battery charger	2	06/01/2025	71.98	.00	71.98	46168	07/17/2025
		MARTINEZ J	0143103500	blades for saw	3	06/01/2025	75.78	.00	75.78	46168	07/17/2025
		MARTINEZ J	0143107410	brett license for water	4	06/01/2025	85.00	.00	85.00	46168	07/17/2025
		MARTINEZ J	0140608750	flooring	5	06/01/2025	44.70	.00	44.70	46168	07/17/2025
		MARTINEZ J	0141503000	Error payment	6	06/01/2025	2.53	.00	2.53	46168	07/17/2025
		MARTINEZ J	0143107410	CDL Physical	7	06/01/2025	100.00	.00	100.00	46168	07/17/2025
		MONTOYA J	0142102000	uniform supplies	1	06/01/2025	158.97	.00	158.97	46168	07/17/2025
		NASTA JUNE	0141505600	Adobe	1	06/30/2025	19.99	.00	19.99	46168	07/17/2025
		NELSON JU	0142106000	detective program	1	06/01/2025	125.00	.00	125.00	46168	07/17/2025
		NELSON JU	0142103100	Intox power strip	2	06/01/2025	44.00	.00	44.00	46168	07/17/2025
		NELSON JU	0142102000	uniform shirts	3	06/01/2025	194.04	.00	194.04	46168	07/17/2025
		NELSON JU	0142102500	Applicant psych evals	4	06/01/2025	463.05	.00	463.05	46168	07/17/2025
		NELSON JU	0142106000	notary application	5	06/01/2025	10.00	.00	10.00	46168	07/17/2025
		NELSON JU	0142103100	movie in park supplies	6	06/01/2025	14.32	.00	14.32	46168	07/17/2025
		NELSON JU	0142103100	movie in park supplies	7	06/01/2025	15.35	.00	15.35	46168	07/17/2025
		NELSON JU	0142102000	uniforma patches	8	06/01/2025	16.00	.00	16.00	46168	07/17/2025
		NELSON JU	0142102000	uniform patches	9	06/01/2025	32.00	.00	32.00	46168	07/17/2025
		NELSON JU	0142103100	notary supplies	10	06/01/2025	45.96	.00	45.96	46168	07/17/2025
		NELSON JU	0142103100	office supplies	11	06/01/2025	63.13	.00	63.13	46168	07/17/2025
		NELSON JU	0142103100	business cards	12	06/01/2025	129.90	.00	129.90	46168	07/17/2025
		NELSON JU	0142107410	training classes	13	06/01/2025	946.00	.00	946.00	46168	07/17/2025
		NELSON JU	0142102000	uniform supplies	14	06/01/2025	197.99	.00	197.99	46168	07/17/2025
		RAE JUNE 2	0141107300	Publishing for Muni Court	1	06/30/2025	331.20	.00	331.20	46168	07/17/2025
		RAE JUNE 2	0141503000	birthday cards- Employee	2	06/30/2025	40.55	.00	40.55	46168	07/17/2025



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		RAE JUNE 2	0141503000	Employee Party	3	06/30/2025	72.03	.00	72.03	46168	07/17/2025
		RAE JUNE 2	0141503000	gift cards	4	06/30/2025	60.00	.00	60.00	46168	07/17/2025
		SMITH JUNE	0145204500	drYWALL ANCHORS	1	06/01/2025	3.30	.00	3.30	46168	07/17/2025
		SMITH JUNE	0145203500	PAINT BRUSHES AND PAI	2	06/01/2025	143.35	.00	143.35	46168	07/17/2025
		SMITH JUNE	0145203500	PVC CEMENT	3	06/01/2025	17.75	.00	17.75	46168	07/17/2025
		SMITH JUNE	0145203800	cYLINOID FOR CEMETER	4	06/01/2025	12.99	.00	12.99	46168	07/17/2025
		SMITH JUNE	0145203800	rETURUN CYLINOID	5	06/01/2025	12.99-	.00	12.99-	46168	07/17/2025
		VERNETTI J	0146008030	construction materials	1	06/01/2025	59.40	.00	59.40	46168	07/17/2025
		VERNETTI J	0146008030	tape and foil	2	06/01/2025	17.05	.00	17.05	46168	07/17/2025
		VERNETTI J	0146008030	hearing protection	3	06/01/2025	40.51	.00	40.51	46168	07/17/2025
		WERTSBAU	0243658760	seal kits	1	06/01/2025	242.98	.00	242.98	46168	07/17/2025
		WERTSBAU	0243707861	Weed trimmer heads	2	06/01/2025	85.98	.00	85.98	46168	07/17/2025
		WERTSBAU	0243607731	Plumbing fittings	3	06/01/2025	48.35	.00	48.35	46168	07/17/2025
		WERTSBAU	0243707845	sealent, flashlight	4	06/01/2025	39.53	.00	39.53	46168	07/17/2025
		WERTSBAU	0243707851	emergency generatyor serv	5	06/01/2025	5,219.77	.00	5,219.77	46168	07/17/2025
		WOOD A. JU	0243707845	PC fittings	1	06/01/2025	30.98	.00	30.98	46168	07/17/2025
		WOOD L. JU	0444152300	supplies	1	06/01/2025	44.95	.00	44.95	46168	07/17/2025
		WOOD L. JU	0444152400	concessions	2	06/01/2025	97.68	.00	97.68	46168	07/17/2025
		WOOD L. JU	0444152300	supplies	3	06/01/2025	17.78	.00	17.78	46168	07/17/2025
		WOOD L. JU	0444152400	concessions	4	06/01/2025	99.89	.00	99.89	46168	07/17/2025
		WOOD L. JU	0444152300	supplies	5	06/01/2025	99.89	.00	99.89	46168	07/17/2025
		WOOD L. JU	0444152400	concessions	6	06/01/2025	123.18	.00	123.18	46168	07/17/2025
		WOOD L. JU	0444152300	supplies	7	06/01/2025	123.12	.00	123.12	46168	07/17/2025
Total 2104:							32,365.57	.00	32,365.57		
2219	CHARTER COMMUNICATI	1726308017	0141505000	CITY HALL	1	07/07/2025	329.99	.00	329.99	20257299	07/17/2025
		1726308017	0143105000	shop	2	07/07/2025	249.96	.00	249.96	20257299	07/17/2025
		1726308017	0444152000	pool	3	07/07/2025	150.00	.00	150.00	20257299	07/17/2025
Total 2219:							729.95	.00	729.95		
2501	AT&T MOBILITY	2872703950	0241505000	water tower	1	07/06/2025	84.96	.00	84.96	46165	07/17/2025
Total 2501:							84.96	.00	84.96		
2614	Amnet Inc.	19174	0141505600	admin	1	07/15/2025	546.63	.00	546.63	20257298	07/17/2025
		19174	0141506600	admin cybersecurity monthl	2	07/15/2025	1,200.00	.00	1,200.00	20257298	07/17/2025
		19174	0141205600	court	3	07/15/2025	115.08	.00	115.08	20257298	07/17/2025
		19174	0142105050	pd	4	07/15/2025	2,530.67	.00	2,530.67	20257298	07/17/2025

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		19174	0142105050	pw	5	07/15/2025	520.60	.00	520.60	20257298	07/17/2025
		19174	0241505600	water	6	07/15/2025	2,984.71	.00	2,984.71	20257298	07/17/2025
		19174	0241506600	water cybersecurity monthl	7	07/15/2025	1,890.01	.00	1,890.01	20257298	07/17/2025
		19174	0144004550	planning	8	07/15/2025	596.64	.00	596.64	20257298	07/17/2025
		19174	0444152300	pool firewall	9	07/15/2025	210.00	.00	210.00	20257298	07/17/2025
		19174	0241505600	water	10	07/15/2025	2,567.79	.00	2,567.79	20257298	07/17/2025
		19210	0144004300	printer for building inspecto	1	07/14/2025	316.17	.00	316.17	20257297	07/17/2025
		19213	0142105050	pd Hardrive	1	07/15/2025	219.68	.00	219.68	20257296	07/17/2025
Total 2614:							13,697.98	.00	13,697.98		
3263	Tony Carochi	UNION DITC	0249509070	Purchase of Union Ditch S	1	07/17/2025	2,000.00	.00	2,000.00	46167	07/17/2025
Total 3263:							2,000.00	.00	2,000.00		
Grand Totals:							68,917.50	.00	68,917.50		

## Report Criteria:

Detail report type printed

# **COUNCIL ACTION FORM**

**MEETING DATE:** JULY 21, 2025

**STAFF REPORT:** CORTLYNE HUPPE, CITY CLERK

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**Agenda Item:** Consider approving the Agreement for Water Service for East Florence Water Association

**Department:** Administration

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## **Background / Description of Item:**

Howard McDowell has submitted an Agreement for Water Service for the location at 541 County Road 119, Florence, Colorado 81226.

This parcel is located outside Florence's city limits and within the East Florence Water Association's service boundaries. As stated in the East Florence Water Association Agreement, "That any and all water taps issued by Association during the term of this agreement and any renewal thereof, shall be done so conditionally upon application to and approval by City Council."

In addition to an Agreement for Water Service, applicants must submit Union Ditch share(s), a Dryup Covenant and Affidavit, and the appropriate fee dependent on the size of water tap requested. Howard McDowell is requesting a ¾" water tap which is equivalent to one (1) Union Ditch Share per Resolution 8-2022.

Florence Municipal Code 13.04.330(b), "All Union Ditch water shares transferred to the City of Florence shall be accompanied by a signed and notarized "Dryup Covenant and Affidavit" by the owner of the water share(s)..."

## **Staff Comments:**

Staff has received all required documentation from East Florence Water Association (EFWA), including payment, the completed affidavit, the ditch share, EFWA's water tap agreement (attached), and our executed agreement. Please note that the City will not be responsible for installing the water meter, as EFWA maintains and manages its own water lines and infrastructure.

## **Financial Impact:**

- For a ¾" tap, the City will receive 51% of \$13,440 (\$6,854.4), per Resolution 8-2022

## **Suggested Motion:**

- Approve the Agreement for Water Service for East Florence Water Association's Howard McDowell at 541 County Road 119, contingent on complete payment, completed Dryup Covenant and Affidavit, completed Outside Water Tap Agreement, and 1 Union Ditch share.

# COUNCIL ACTION FORM

**MEETING DATE:** JULY 21<sup>ST</sup>, 2025

**STAFF CONTACT:** BRANDON HARRIS, WATER SUPERINTENDENT

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**Agenda Item:** Consider authorizing the trade-in and upgrade of water plant's tractor mower

**Department:** Water Treatment Plant

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## **Staff Recommendation:**

Staff is requesting that the City Council approve the routine reallocation and trade-in/purchase of a new tractor mower at the South Water Treatment Plant. This larger tractor mower is better equipped to handle the rough terrain and steep slopes located at the city's reservoirs and treatment facilities.

## **Background/Description of Item:**

Florence's Water Department is required to maintain the vegetation growth around all the City's raw water reservoirs/dams, as required by the Division of Water Resources. The water department also has a responsibility to maintain the grounds at all water treatment facilities. The current tractor mower that the water department is utilizing has proven unfit for the high desert Terrain, clumpy grass and steep hillsides. Upgrading to a larger, more appropriately suited tractor with a rear mounted mowing deck would improve operational efficiency and reduce maintenance downtime, allowing staff to fulfill regulatory and public stewardship responsibilities with greater effectiveness.

## **Financial Impact:**

The 2025 budget was approved with \$15,000.00 allocated towards new equipment (Turbidity Meter) at our canal pump station. However, this is a project that can be deferred to a later date, allowing for a routine reallocation of the existing budgeted funds to upgrade the water plant's tractor mower. This request does not increase total expenditures— it simply repurposes previously approved funds within the same major budget category (equipment acquisition).

The total cost to the city after trade-in is \$12,437.06.

## **Attachments:**

- Quotation from Bobcat of the Rockies

## **Suggested Motion:**

Authorize the routine reallocation of budgeted funds from the canal pump station equipment line to purchase a more suitable tractor mower for the water plant, enhancing reservoir and grounds maintenance efficiency.



Quotation Number: **JR1303848**  
Quote Sent Date: **Jul 15, 2025**  
Expiration Date: **Aug 14, 2025**  
Prepared By: **Jay Robinson**  
Phone: 7196009242  
Email: jrobinson@bobcatoftherockies.com

Customer  
**City of Florence Water Treatment**  
571 COUNTY ROAD 100  
FLORENCE, CO, 81226

Contact

Dealer  
**Bobcat of the Rockies, Colorado Springs, CO**  
910 EAST CHEYENNE ROAD  
COLORADO SPRINGS, CO, 80906

Item Name	Item Number	Quantity	Price Each	Total
<b>CT2025 Compact Tractor HST</b>	M1626	1	21,012.64	21,012.64
<b>Standard Equipment:</b> Bobcat CT2025 HST Glow Plug Engine Pre Heat Electric Key Shutoff Horn Cupholder Vinyl Suspension seat, w/ retractable seat belt Hydrostatic Power Steering Floor Mat Instrumentation: Hourmeter, tachometer, engine temperature, fuel gauge, and warning lights Lights: headlights, tail lights, brake lights, hazard flashers and turn signals Safety Interlock System ROPS two post, Foldable * Parking Brake		Four Wheel Drive Rear Differential Lock Brakes, Wet Multi Disc Loader Joystick & Valve Fuel Heater (excluded CT2025) Rear PTO PTO Shield Three-Point Hitch, Category 1 Hydraulic Three Point Lift Position Control System Lift rod Turnbuckle Draw Bar, Adjustable Tires: Bobcat Industrial Tires 25X8.5-14, Front; 15 19.5 Rear		
<b>Assembled Tractor with Assembled Loader</b>	M1626-R01-C01	1	1,340.00	1,340.00
<b>Factory Installed Front End Loader (FL7)</b>	M1626-A01-C02	1	4,650.88	4,650.88
<b>60" 3PT Box Blade</b>	7365525	1	1,344.71	1,344.71
<b>60" 3PT Rotary Cutter</b>	7365545	1	3,020.60	3,020.60
<b>Block Heater</b>	7388933	1	276.85	276.85
<b>Bolt-On Cutting Edge - FL7/FL8</b>	7393034	1	291.38	291.38
<i>Government Rebate: US Jul-Aug 2025</i>		1	1,000.00	- 1,000.00
Total for CT2025 Compact Tractor HST				30,937.06
Quote Total - USD				30,937.06
Charges				
<i>Rim Guard Liquid Tire Ballast</i>				400.00
Discount				
<i>Customer Discount</i>				-3,000.00
<i>Model Year 2024 Discount</i>				-500.00
<i>Attachment Discount</i>				-400.00
<i>BOBCAT TRADE ASSISTANCE</i>				-3,000.00
Trade-In				

	<i>Bobcat CT1025</i>	-12,000.00
	Sales total before Taxes	12,437.06
	Taxes	0.00
	<b>Quote Total - USD</b>	<b>12,437.06</b>

**Customer acceptance:**

Quotation Number:: JR1303848

Purchase Order: \_\_\_\_\_

**Authorized Signature:**

Print: \_\_\_\_\_ Sign: \_\_\_\_\_

Date: \_\_\_\_\_ Email: \_\_\_\_\_ Tax Exempt: Y ☐ / N ☐

# COUNCIL ACTION FORM

**MEETING DATE:** JULY 21, 2025

**STAFF CONTACT:** CORTLYNE HUPPE, CITY CLERK

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

**Department:** Administration

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**Staff Recommendation:**

Approve the Temporary Use Permit for the Pioneer Day Association

**Background/Description of Item:**

The Pioneer Day Association has submitted a Temporary use Permit requesting to close specific streets and utilize City property for their annual Pioneer Day celebration.

The Temporary Use Permit lists the following dates/times:

- Pioneer Day Parade & Celebration of Pioneers: September 20, 2025, 6:00 AM to 6:00 PM

The temporary street closure for the Pioneer Day Parade would take place on Main Street between West 3<sup>rd</sup> Street and N Robinson Avenue. An additional closure would take place on Petroleum Avenue parallel to Pioneer Park. Specifics regarding these modifications can be found on the attached map.

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

**Financial Impact:**

None

**Attachments:**

- Temporary Use Permit
- Proposed Street Closures/Maps

**Suggested Motion:**

Approve the Temporary Use Permit for the Florence Pioneer Association, as presented.



## TEMPORARY USE PERMIT APPLICATION

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

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

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

Fee _____
Permit No. _____

#### APPLICANT INFORMATION

Name(s) Florence Pioneer Assoc.  
Contact Tony Shaffer  
Address 409 Oracle Rd  
City Florence State CO Zip 81226  
Phone 719-784-6462 Email tonyshaffer278@gmail.com

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

Name(s) \_\_\_\_\_  
Contact \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

#### SITE INFORMATION

Facilities to be utilized Pioneer Park + Pavilion / See site map  
Property Address \_\_\_\_\_ Current Land Use Park & Pavilion

#### USE SPECIFICATIONS

Type of Use/Activities to Take Place Annual Celebration of Pioneers  
Name of Event Pioneer Parade - and Celebration of Pioneers  
Days and Hours of Operation 9-20-2025  
Starting Date/Time 6 am Ending Date/Time 6 pm  
Include time needed for setup and cleanup  
Anticipated # of attendees 2,000 Anticipated # of workers/volunteers 35  
Cost of attendance 0 Anticipated # of vendors 45-10 food trucks

#### 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: Anthony Shaffer Date 7/14/25





## AFFIDAVIT OF APPLICATION

I, Anthony J. Shaffer 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.

### 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: Anthony J. Shaffer Date 7/19/25  
Print Name of organization contact:

# Florence Pioneer Days

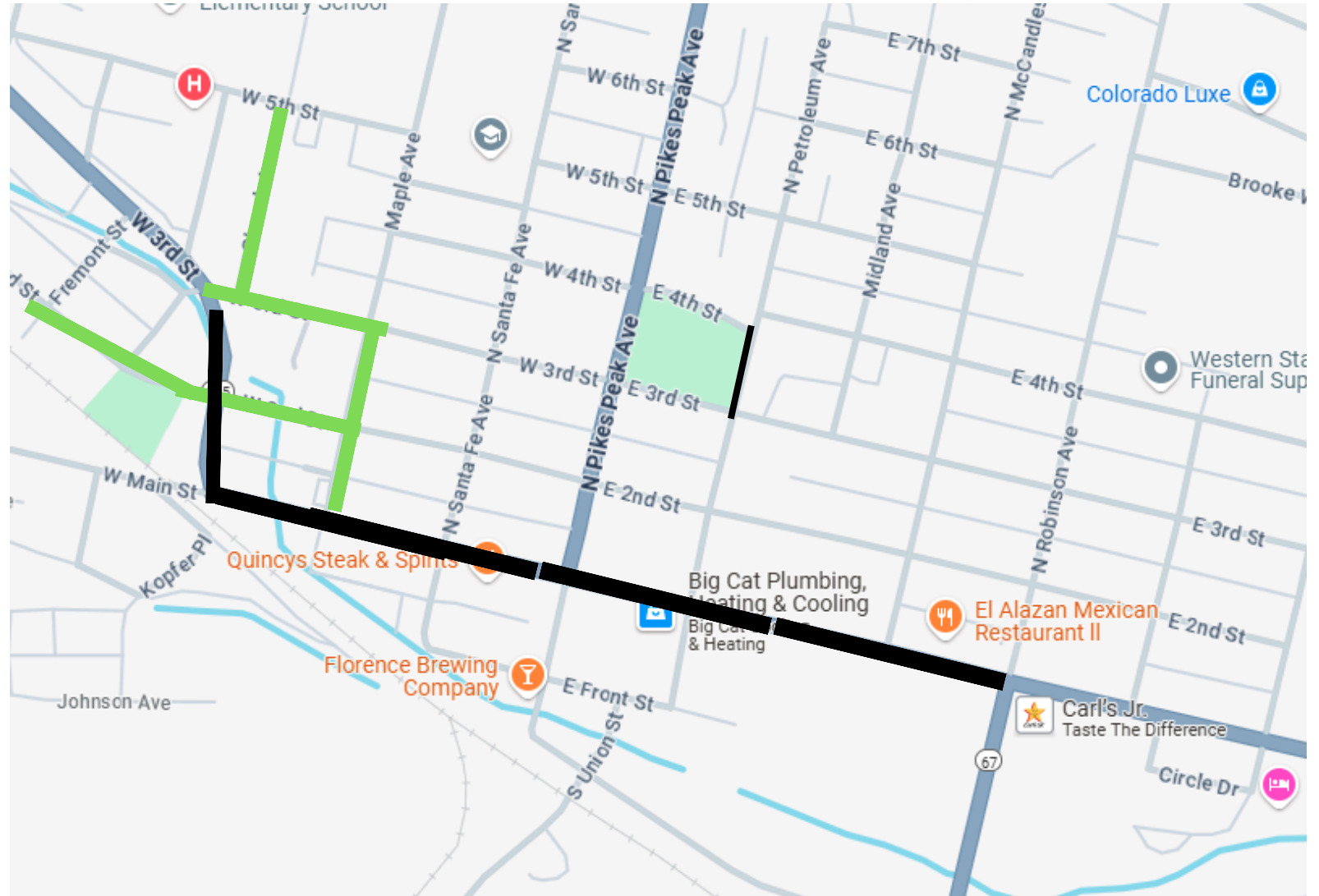
## Florence Pioneer Days Parade

September 20, 2025

Road Closure:



Parade Lineup:



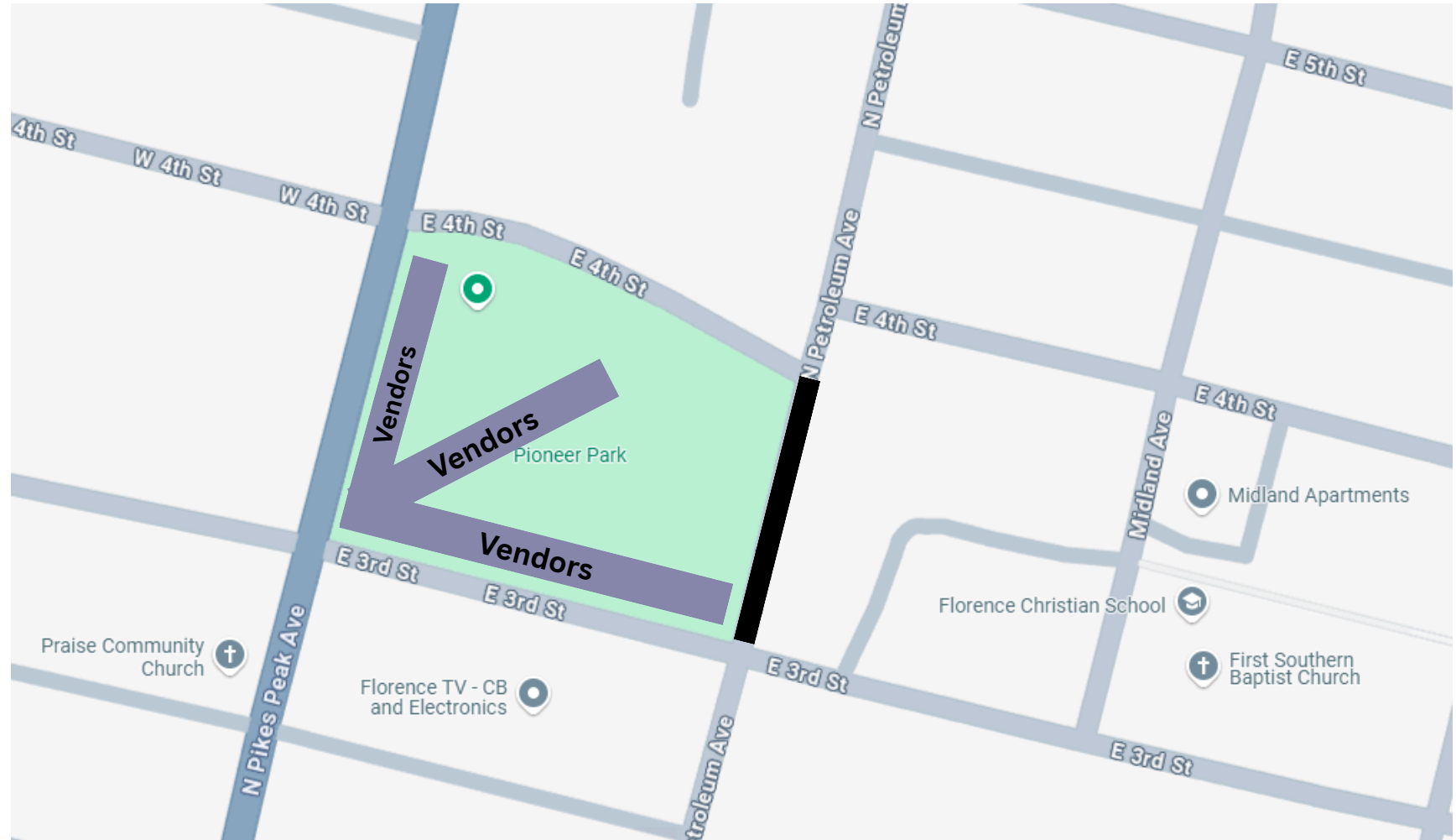
# Florence Pioneer Days

## Florence Pioneer Days

September 20, 2025


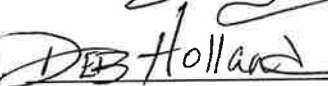
6 AM - 6 PM

Road Closure:



## PETITION FOR TEMPORARY USE APPLICATION





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

	Signature	Printed Name of owner or tenant	Address
1.		Cheryl Loefer	115
2.		Deb Holland	216
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

100 & 200 Block N. M<sup>c</sup> Candless Ave

## PETITION FOR TEMPORARY USE APPLICATION




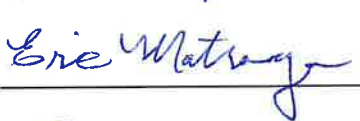

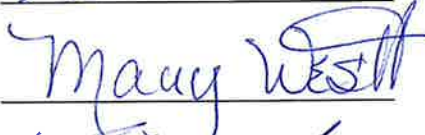

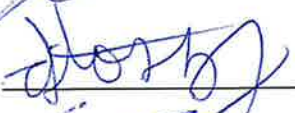

I, \_\_\_\_\_, do hereby state that I am an adjacent property owner or tenant of the subject location, and support the application submitted by the applicant below:

	Signature	Printed Name of owner or tenant	Address
1.		Amy Parks	211 W. 2nd St.
2.		Craig Lutz	204 W. 2nd
3.		John Mansfield	208 W. 2nd
4.		Robyn Huey	218 W 2nd
5.		Kenneth Crizen	228 W. 2nd.
6.		Cory Seaven	305 W. 2nd.
7.			
8.			
9.			
10.			





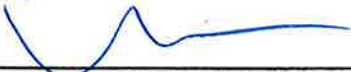

## PETITION FOR TEMPORARY USE APPLICATION

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

	Signature	Printed Name of owner or tenant	Address
1.		Paul Atencio	418 <sup>th</sup> 2nd st.
2.		Heather Valentine	219 Dewey st.
3.		Tim McDowell	215 Dewey St.
4.		Eric Montoya	510 W. 2 <sup>nd</sup>
5.			516 W 2nd st
6.		MARY WEST	220 FREMONT ST.
7.		Zac Veav	315 W. 2nd st
8.		Stussy Weaver	315 W 2nd St
9.		Stephanie Stine	231 W 2nd St
10.		Virginia Boffe	227 W. 2 <sup>nd</sup>

## PETITION FOR TEMPORARY USE APPLICATION

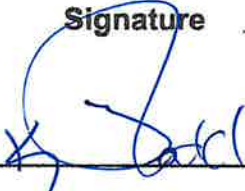






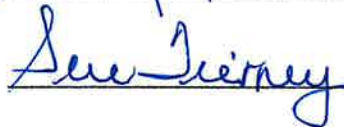
I, \_\_\_\_\_, do hereby state that I am an adjacent property owner or tenant of the subject location, and support the application submitted by the applicant below:

	Signature	Printed Name of owner or tenant	Address
1.		JOHN TYNER	110 E. MAIN ST
2.		mandy little	114 E Main St
3.		Mary McGee	118 E. main St
4.	Kat Brewitt	Wesley Anteger	124 Main
5.		Lawrence Nelson	132 E Main St
6.	Bank - OK Verbal 7/3/25 Jm		
7.	Brenda Samra	Kopper Kettle	115 E Main St.
8.			
9.			
10.			

100 East

## PETITION FOR TEMPORARY USE APPLICATION

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

	Signature	Printed Name of owner or tenant	Address
1.		K. Tordhansen	103 W Main St.
2.		Paul Kaufer	109 W. Main St.
3.		Kris Espinoza	113 W Main St
4.		Marissa McIntosh	117 W Main St
5.		Rob Perry	127 W. Main St.
6.		Amy Kachner	131 W. MAIN ST.
7.		Antonio DeFrancesco	W main St.
8.		Sue Tierney	111 W. Main St.
9.			
10.			

100 West



## PETITION FOR TEMPORARY USE APPLICATION

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

	Signature	Printed Name of owner or tenant	Address
1.	<u>[Signature]</u>	<u>Sarah Gossage</u>	<u>203 W. Main St</u>
2.	<u>[Signature]</u>	<u>Lynn Oliver</u>	<u>2 Main St.</u>
3.	<u>[Signature]</u>	<u>Amanda Reed</u>	<u>215 W main</u>
4.	<u>[Signature]</u>	<u>C Deanna Richardson</u>	<u>218 W. Main Street</u>
5.	<u>[Signature]</u>	<u>Erin Sauer</u>	<u>208 W. Main St.</u>
6.	<u>[Signature]</u>	<u>John Hegler</u>	<u>126 W MAIN ST.</u>
7.	<u>[Signature]</u>	<u>WORLDWIDE TREASURES</u>	<u>202 W. MAIN ST.</u>
8.	<u>[Signature]</u>	<u>Jenny Cristelli</u>	<u>200 W main St.</u>
9.	<u>[Signature]</u>	<u>Sandy Dale</u>	<u>220 A West Main St.</u>
10.	_____	_____	_____

200 West

Sat  
Sept 20

## PETITION FOR TEMPORARY USE APPLICATION

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

	Signature	Printed Name of owner or tenant	Address
1.	Lisa West	Verbal	OK 7/4/25 son
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

300 West

## **Emergency Operations Plan**

**Pioneer Day Sept. 20, 2025**

**Prepared By: Tony Shaffer President Pioneer Day Board**

**Reviewed By: Florence Police Department & Public Works Department**

### **1. Overview**

The City of Florence's annual Pioneer Day Festival is a high-attendance community event featuring live music, vendors, food trucks, and a parade. To ensure the safety of attendees, staff, and vendors, a comprehensive Emergency Operations Plan has been developed in coordination with public safety and emergency response agencies.

---

### **2. Objectives**

- Ensure the safety and well-being of all attendees, staff, and participants
- Coordinate effective communication and response among emergency service providers
- Mitigate and manage risks related to fire, medical emergencies, severe weather, crowd control, traffic, and potential security threats
- Establish clear protocols for incident response and evacuation, if necessary

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### **3. Participating Agencies & Roles**

<b>Agency/Department</b>	<b>Responsibilities</b>
<b>Florence Police Department</b>	Crowd management, traffic control, law enforcement, incident response, emergency dispatch
<b>Florence Fire District/ Fremont County EMS</b>	Fire/EMS coordination
<b>City Clerk / City Administration</b>	Coordination of permits/licensing
<b>Public Works Department</b>	Road closures, traffic control, signage, barricades

---

### **5. Emergency Medical Services**

- Ambulance Staging will be present at Pioneer Park (as call volume dictates)

Common Spirit St. Thoms More Hospital  
1338 Phay Avenue  
Canon City, Colorado 81212  
(719) 285-2000

### **6. Traffic & Crowd Control**

- Road closures will be in place per approved Public Works and Police Department plans.
- Traffic barricades and detours will be clearly marked.
- Designated emergency vehicle routes will be maintained and remain unobstructed at all times.
- Florence Police officers will respond to potential issues with foot traffic and crowd control

## 7. Communications

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

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

## **Event Detail Plan**

### **Pioneer Day Festival, 2025**

**Prepared By: Tony Shaffer Pioneer Day Board President**

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

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#### **1. Event Location and Schedule Overview**

- **Main Venue:** Downtown Florence and Pioneer Park/ Highway 115 or Main Street
  - **Date:** Saturday September 20<sup>th</sup>, 2025
  - **Festival Hours:**
    - Vendors: 10:00 AM – 4:00 PM
    - Parade: 10:00 AM
- 

#### **2. Parking**

##### **Objectives:**

- Provide safe and accessible parking for attendees, vendors, and staff.
- Maintain clear access for emergency vehicles

##### **Designated Public Parking Areas:**

- City Hall Parking Lot & City Streets (limited public availability)
- ADA Parking:
  - ADA marked spaces located within Pioneer Park parking lot and Rocky Mountain Bank and Trust parking lot

##### **Vendor Parking:**

- After unloading wares, vendors must move their vehicles to an adjacent city street for the entirety of the festival

##### **Traffic Control:**

- Florence Police and Public Works will coordinate traffic control efforts
- 

#### **3. Vendor Coordination Plan**

##### **Vendor Layout & Assignments:**

- Vendor spaces mapped and assigned via Event Coordinator
- Booths/stalls located along walkways in Pioneer Park each assigned a numbered space

##### **Vendor Types Expected:**

- Food trucks
- Artisan/craft vendors
- Civic and nonprofit groups

##### **Requirements:**

- All vendors must complete an application and submit it to Famers Market coordinator Joanne Mohr
  - All electrical needs will be declared prior to the event day. Same Requirements as last year.
  - Set-up times: 6:00 AM – 8:30 AM. No vehicle access. after 9:00 AM.
- 

#### **4. Sanitation & Restroom Facilities**

##### **Restroom Facilities:**

- Permanent Restrooms: Florence Pioneer Park
- Portable Toilets:
  - 4 standard units and 1 ADA-compliant units placed in Pioneer Park parking lot

##### **Handwashing Stations:**

- 2 portable handwashing stations placed near restrooms

##### **Servicing Schedule:**

- Canon Rental will deliver portable facilities on Friday PM, Sept.19, 2025.
- Canon Rental will remove portable facilities on Monday AM Sept. 21, 2025.

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## 5. Trash & Waste Management

### Plan Objectives:

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

### Trash Infrastructure:

- Public Works to deploy:
  - The City's additional trash bins to high volume areas
    - Pioneer Park
    - Main Street

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## 7. Permits & Compliance Checklist

Permit / Item	Responsible Party	Status
Special Event Permit	Pioneer Day Board	In Progress
Special Sales Tax License	Famers Market	On File
Vendor Registrations	Famers Market	In Progress
Insurance	Pioneer Day Board	In Progress

## **COUNCIL ACTION FORM**

**MEETING DATE:** JULY 21, 2025

**STAFF CONTACT:** SAM ELSTUN, PUBLIC WORKS DIRECTOR

**Agenda Item:** Consider authorizing the purchase of a cemetery mower and a snowplow

**Department:** Public Works

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### **Staff Recommendation:**

Staff is requesting that the City Council approve the purchase of a cemetery mower/bagger and a snowplow.

### **Background/Description of Item:**

The Public Works Department is responsible for maintaining the Union Highland Cemetery as part of the perpetual care provided with lot purchases. This includes routine mowing and general grounds maintenance to ensure the cemetery remains safe and well-kept for visitors.

To perform this work efficiently and safely, dependable equipment is essential. The department's current mower is over nine years old and has become increasingly unreliable, resulting in frequent breakdowns and costly repairs.

Although the purchase of a new mower was originally planned for the FY2026 budget, the deteriorating condition of the existing equipment has made earlier replacement both practical and necessary to maintain service levels and prevent further disruption.

Additionally, Public Works handles snow removal for the city's streets. With the scheduled purchase of a new vehicle in 2025 (ARPA funds), we now have the opportunity to equip it with a properly fitting snowplow. This would allow us to retire the existing plow, which is over 20 years old and well past its prime. Upgrading to a modern plow will significantly improve our snow-clearing efficiency and safety.

Both purchases were initially planned for FY2026 but, due to operational needs and the deteriorating condition of existing equipment, we are requesting to move forward with these in the current cycle.

### **Financial Impact:**

This item is not currently included in the 2025 budget. However, the City recently sold the 2007 Street Sweeper for \$21,000. These proceeds were not allocated in the budget and are therefore available for use. Utilizing these unbudgeted funds for this purchase would have no impact on the existing 2025 budget.

### **Attachments:**

- Quotations from True Value Trailer  
Mower/Bagger \$10,468.00  
Snowplow \$7,420.00  
Total \$17,888.00

### **Suggested Motion:**

Staff suggest that they authorize the purchase of the mower/bagger and the snowplow with the funds from the sale of street sweeper, and a budget amendment for the \$17,888.00 expense if needed for fund balance.

**True Value Trailers**

635 Shoop Drive

Penrose, CO. 81240

Phone: 719-784-0123 Fax: 719-784-3485

058124

**REPAIR ORDER - RO****City Of Florence**

600 W. 3rd St

Florence, CO 81226

Home 719-310-4765 --- Office 719-240-4857

Cust ID : 6159

Last Service: No History

Scheduled : 01/15/2025 01:32 PM

Print Date : 1/15/2025

2024 Chevrolet - Silverado 3500 HD WT -

Lic # : - CO

VIN # :

MFG Date : 1/15/2025

Current Odom : 0

Elapsed : 0

Labor Requested / Part Description	Part #	Qty	Parts List	Extended
Meyer Super V3 8ft 6"	53600	1.00	6,600.00	6,600.00
Meyer mtg kit	17198	1.00	715.00	715.00
MEYER PARK/TURN CONTROL HARNESS	ME23061	1.00	105.00	105.00

*AFTER  
DISCOUNT***Parts: 7,420.00****Labor: 0.00****Total: 7,420.00****Balance: 7,420.00**

I hereby authorize the above repair work to be done along with the necessary material. Express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto.

All Parts removed will be discarded unless instructed otherwise:

Save all Parts\_\_\_\_\_.

NOT RESPONSIBLE FOR LOSS OR DAMAGE TO UNIT/VEHICLE OR ARTICLES LEFT IN UNIT/VEHICLE IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

Authorized By \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Service Advisor : Mcglasson, Fabian





Tractor / Truck Beds / Trailers / Power Equipment

635 SHOOP DR PENROSE CO 81240

719-784-0123

05/07/2025

QUOTE FOR THE CITY OF FLORENCE

• 2025 STIHL RZ 142 42" MOWER	RETAIL PRICE \$3999.99	QUOTE PRICE \$3650.00	4800.00
• BAGGER KIT FOR RZ142	RETAIL PRICE \$1299.98	QUOTE PRICE \$1150.00	
•			
• 2025 STIHL RZ560 60" MOWER	RETAIL PRICE \$8749.99	QUOTE PRICE \$7874.99	new price
• 2X BAGGER KIT FOR RZ560	RETAIL PRICE \$3299.99	QUOTE PRICE \$2969.99 EACH	7499.99
•			10,468.00
• 2X 2025 STIHL BR600 BLOWER	RETAIL PRICE \$549.99	QUOTE PRICE \$495 EACH	

Chris Walkinshaw



# CITY OF FLORENCE

600 West 3<sup>rd</sup> Street  
Florence, Colorado 81226  
(719) 784-4848  
[cityofflorence@florencecolorado.org](mailto:cityofflorence@florencecolorado.org)  
[www.florencecolorado.org](http://www.florencecolorado.org)

## Interim City Manager Report July 5 through July 20

### Meetings with agencies, boards, and committees:

- **Master Plan Implementation Meetings:** Staff and the contractor have coordinated efforts and initiated the early phases of the public launch for the Master Plan. Additional opportunities for community input will be available as the process moves forward.
- **Comprehensive Fee Schedule Updates:** Staff is in the final stages of preparing comprehensive updates to the City's fee schedules (excluding utility rates). These updates include substantial revisions to the Florence Municipal Code to enable a more efficient and streamlined update process in future years. Presentation to City Council is anticipated in late Q3 2025.
- **Fleet Management Program:** Staff is developing a citywide Fleet Management Program, which will be presented to City Council for consideration as part of the 2026 annual budget discussions. The program is currently under legal review.
- **Budget & Capital Planning:** Departments have submitted preliminary operating budgets, capital improvement plans (CIPs), and project listings. The Finance Department is currently reviewing revenue trends, calculating non-discretionary expenditures, and finalizing the FY2026 Budget Calendar. Budget workshop discussions will take place at the July 21 meeting.
- **Water Meter Replacement Strategy:** Staff is conducting a citywide meter inventory and assessment to support an end-of-life replacement strategy. This effort will coincide with an upcoming utility rate study and will inform long-term capital planning for the City's water distribution system. Staff recently installed and replaced meters as part of the ongoing implementation of the strategy.
- **Pool Feasibility Study:** The feasibility study for the City pool has been completed. Staff is reviewing recommendations and integrating them into future budget planning and the CIP.
- **Code Enforcement Activity:** The City's Code Enforcement Officer continues active community outreach, focusing on public education and follow-up related to potential municipal code violations.
- **Street Improvement Projects:** The final street project of the year, West First Street, has been formally advertised, and the City anticipates receiving bids in early August. The project has been assigned a soft completion date of October 2025.
- **Culvert Maintenance & Repair:** The Public Works Department recently completed repair and maintenance work on culverts located at East Seventh and Midland, West Third and Maple, and along Wilson Street.



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- **Caselle Program Enhancements:** Staff continues to implement technological upgrades within the Caselle system, focusing on streamlining internal processes, enhancing reporting capabilities, and improving user access for greater operational efficiency across departments. Staff anticipates an August launch for the work order module.
- **Reservoir State Inspection Preparation:** Staff is actively preparing for the upcoming state inspection of the reservoir, including documentation review, site assessments, and coordination with relevant agencies to ensure full compliance with regulatory standards.
- **UAACOG Grant:** Staff recently attended a Safe Streets Grant meeting, where Florence and neighboring communities are collaborating to strengthen regional eligibility and enhance opportunities for funding. A Request for Proposal (RFP) process is expected to be launched in the near future.
- **Municipal Pool:** The 2025 pool season is slowly coming to a close. As our lifeguards/students prepare to return to school, we currently anticipate the final full week of pool operations to be on August 3rd. Operations will then shift to a Saturday/Sunday schedule. And a public Back-to-School Pool Party is in the works to celebrate the successful season!
- **HVAC:** The Building Department continues to actively manage and maintain the City's HVAC systems by installing, upgrading, and repairing equipment and technologies to ensure reliability and long-term sustainability.