



CITY OF FLORENCE
REGULAR MEETING MINUTES
Tuesday, January 2, 2024
6:30 PM

1) **CALL TO ORDER:** City Council Chambers, 600 W. 3rd Street, Florence, CO 81226

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

2) **ROLL CALL:**

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

OTHERS PRESENT: City Clerk Cortlyne Huppe, City Manager Amy Nasta, City Attorney Dan Findlay, and Public Works Director Sam Elstun.

3) **VISITORS**

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

4) **MEETING MINUTES**

4.a Meeting Minutes for December 18, 2023

Cortlyne Huppe, City Clerk, presented the Meeting Minutes. She questioned if the Council had any amendments or corrections.

Motion to approve Meeting Minutes for December 18, 2023, as presented:

Councilor Stiefel

Seconded by Councilor Mergelman

6 Ayes

Motion passed: 6 – 0

4.b Meeting Minutes for December 19, 2023

Cortlyne Huppe, City Clerk, presented the Meeting Minutes. She questioned if the Council had any amendments or corrections.

Motion to approve Meeting Minutes for December 19, 2023, as presented:

Councilor MacKinnon

Seconded by Councilor Stone

6 Ayes

Motion passed: 6 – 0



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5) BILLS ALLOWED

5.a Bills Allowed for \$221,350.21

Amy Nasta opened for questions regarding the bill run from 12/18/2023 to 1/2/2024 for \$221,350.21.

Mayor Wolfe questioned when the bar screen project would be completed.

Amy would confirm and notify the Council of the intended installation date.

Motion to approve Bills Allowed as presented for \$221,350.21: Councilor Stone

Seconded by: Councilor Gardner

6 Ayes

Motion passed: 6 – 0

6) OLD BUSINESS

6.a Ordinance 9-2023: “City Council Rules and Procedure”

Amy reiterated this is the second reading of Ordinance 9-2023. During the first reading on December 18, 2023, the City Council asked for a change in verbiage, which was reflected in the updated version.

Mayor Wolfe confirmed the Council would utilize the City Council Rules and Procedures for the next City Council meeting.

Motion to adopt Ordinance 9-2023: an Ordinance amending Chapter 2.08.010 of the Municipal Code of the City of Florence, Colorado, previously entitled “Meeting Dates”, updating the title to “City Council Rules and Procedure” and incorporating by reference the *City Council Rules of Procedure* document: Councilor Stiefel

Seconded by: Councilor MacKinnon

6 Ayes

Motion passed: 6 – 0

7) NEW BUSINESS

7.a Resolution 1-2024: A Resolution Levying Property Taxes For The Year 2024

Amy stated Resolution 1-2024 levies property taxes for the year 2024. The City had to certify the mill levy to Fremont County by January 10, 2024. This Resolution sets the City’s mills at 18.06 with a revenue of \$784, 681, which matched the anticipated revenues in the preliminary budget.

Kathy Madonna- 504 Brookeway

Questioned the previous mill levy, and the assessed valuation.



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Amy stated the City's mills were 18.06, or similar, and elaborated on the exemption from Tabor Laws.

Motion to adopt Resolution 1-2024: A Resolution Levying Property Taxes For The Year 2024 to help defray costs of government for the City of Florence, Colorado for the 2024 budget year: Councilor Stone

Seconded by: Councilor Mergelman

6 Ayes

Motion passed: 6 – 0

7.b Official Posting Place

Cortlyne reiterated the statutory requirement to designate a location to post official city notices. Historically the City has used its front door kiosk for an official posting location and recently simultaneously posted to the City's official website.

Dan Findlay, City Attorney, noted the Legislature's goal of eventually transitioning to virtual formats for posting.

Motion to designate City Hall's front entrance kiosk as the City of Florence's primary posting location: Councilor Gardner

Seconded by: Councilor MacKinnon

6 Ayes

Motion passed: 6 – 0

7.c Appoint Proxy to Represent City Shares at Annual Ditch Board Meetings for Union Ditch, Rainbow Ditch and Fremont Ditch Companies

Cortlyne elaborated on the ditch bylaws that require a proxy to represent the City of Florence's water shares. The City recommends the city manager serve as the proxy for Rainbow, Fremont, and Union Ditch Companies.

Motion to appoint the City Manager as proxy to represent the City of Florence's ditch shares at annual ditch board meetings for the Union Ditch, Rainbow Ditch, and Fremont Ditch Companies: Councilor Stone

Seconded by: Councilor Gardner

6 Ayes

Motion passed: 6 – 0

8) ADMINISTRATIVE/INFORMATION

8.a Mayor & Council Reports

Councilor Stone reported on the Tree Board meeting.



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Mayor Wolfe announced upcoming appointments for the Planning Commission would take place at the next City Council meeting, and thanked the Finance Officer for the financial reports.

8.b City Manager Report

Amy opened her report for questions.

Mayor Wolfe questioned the electronic billing system and if the option for in-person payment would still be available.

Amy replied affirmatively. She then noted the recently distributed purchasing policy and personnel policy in their entirety, which would be presented in upcoming meetings.

9) 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.

10) ADJOURNMENT: Adjournment until the next regular City Council Meeting
Tuesday, January 16, 2024

Councilor Stiefel motioned to adjourn the meeting. Councilor Gardner seconded. With consensus, Mayor Wolfe adjourned the City Council Meeting at 6:45 p.m.

CITY OF FLORENCE, CO

BY: Steve Wolfe
Steve Wolfe, Mayor

RESPECTFULLY SUBMITTED:
Cortlyne Huppe, City Clerk

Cortlyne Huppe