



FLORENCE CITY COUNCIL
Special Meeting Minutes
Wednesday, July 16, 2025, 1:00 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 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