



FLORENCE CITY COUNCIL
Regular Meeting Minutes
Monday, February 3, 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	Absent
Councilman Stiefel	Present
Councilwoman Stone	Present
Councilman Mergelman	Present
Councilwoman Gardner	Present
Councilwoman MacKinnon	Absent

OTHERS PRESENT: City Clerk Cortlyne Huppe, City Manager Amy Nasta, Chief of Police Sean Humphrey, and City Attorney Dan Findlay.

3) PRESENTATIONS

a) Discussion on the City of Florence's Union Ditch Shares

City Manager Amy Nasta gave a presentation on the City's history with the Union Ditch Company. The presentation included information about the City's position as a shareholder, how the City uses Union Ditch shares for its regional water system, why the City converts Union Ditch shares for municipal use, the overall importance of preserving the City's water supply and resources and protecting the interests of the water supply to allow for future development.

Mayor Wolfe confirmed there was a rider attached to the \$2,500/ per share to allow for annual inflation in relation to the Consumer Price Index.

Councilor Mergelman reiterated the security and importance of Florence's regional water system.

Mayor Wolfe commented on other municipal developments and the intricate details of their water system. He stated the City should protect its water system, and hold onto its water shares because they are the most valuable asset.

4) PUBLIC COMMENTS

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

There was no public input.

5) CONSENT AGENDA

- Consider approving the minutes as written for the Regular City Council Meeting on January 21, 2025
- Consider approving City expenditures prepared on January 23, 2025, in the amount of \$234,168.50 and January 30, 2025, in the amount of \$30,274.19

- c) Consider approving the annual liquor license renewal for Florence Elks Lodge #611
- d) Consider approving the Special Events Permit for the Florence Elks Lodge #611 as presented

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

6) NEW BUSINESS

- a) Consider adopting an Ordinance declaring, establishing, amending and creating codes, procedures and policies for administration and personnel, including the City Council, City Manager, City Attorney, Municipal Courts, purchase of City property, and salaries, amending chapters 2.04, 2.08, 2.12, 2.16, 2.40, and 2.44, and repealing chapters 2.22, 2.28, 2.32, 2.34, 2.36, 2.48, 4.50, 2.51, and 2.52 of Title 2 – Administration and Personnel of the Florence, Colorado Municipal Code, and amending or repealing all ordinances or regulations not in conformity herewith.

City Manager Nasta stated this item is the first item of a holistic code review. The chapters included in the Ordinance underwent revision to update language to reflect the State Statute or to remove outdated information. The Planning Commission and Board of Zoning Adjustment chapters are excluded from this Title 2 revision because they have already been addressed. She also noted the typo that chapter 4.50 should be 2.50.

Councilor Mergelman stated all his questions had been addressed.

Mayor Wolfe confirmed the Tree Board was not in State Statute and questioned if the board could be re-formed through a Resolution.

City Manager Nasta stated a Master Resolution could be established with written bylaws for non-statutory boards. She also announced revisions to the Personnel Policy, Purchasing Policy, and City Council Rules and Procedures would come before the City Council in the upcoming meetings.

City Attorney Dan Findley echoed the municipal code revision process removes language from code that could be better established with a Resolution or policy.

Motion to adopt an Ordinance declaring, establishing, amending and creating codes, procedures and policies for administration and personnel, including the City Council, City Manager, City Attorney, Municipal Courts, purchase of City property, and salaries, amending chapters 2.04, 2.08, 2.12, 2.16, 2.40, and 2.44, and repealing chapters 2.22, 2.28, 2.32, 2.34, 2.36, 2.48, 2.50, 2.51, and 2.52 of Title 2 – Administration and Personnel of the Florence, Colorado Municipal Code, and amending or repealing all ordinances or regulations not in conformity

herewith.: Councilor Stone

Seconded by: Councilor Stiefel

5 Ayes

Motion passed: 5 – 0

7) COUNCIL REPORTS

- a) City Council reports

Councilor Mergelman attended the Fremont Economical Development Board's annual banquet, and thanked City Manager Nasta for her work on the code revisions.

Councilor Gardner and Councilor Stone also voiced appreciation for City Manager Nasta’s work on the code revision.

Mayor Wolfe attended the Senior Coffee Chat, the Florence Rotary meeting, and the Fremont River Corridor Group meeting, He thanked the Florence Chamber of Commerce for sponsoring a table at the FEDC annual banquet and questioned when the next cycle of the Outside Agency Funding Program would take place. He updated the City Council on the Minnequa Dam project, announced AARP would provide tax aid at Pathfinder Park, and congratulated all Florence businesses awarded Daily Record’s 2024 Reader’s Choice Award.

b) City Manager Reports

City Manager Nasta announced the Outside Agency Funding Program would commence at the first meeting of April. Following entity presentations, the 2025 application would be posted to the City’s website.

Mayor Wolfe confirmed the Purchasing Policy, Personnel Policy, and Street Needs Assessment Program would be on the next City Council agenda.

City Manager Findley gave kudos to City Manager Nasta on the code revision and had no major developments on the Black Hills Energy rate case.

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
Tuesday, February 18, 2025

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

Mayor Wolfe adjourned the City Council Meeting at 7:08 p.m.

CITY OF FLORENCE, CO

BY: _____
Steve Wolfe, Mayor

RESPECTFULLY SUBMITTED: _____
Cortlyne Huppe, City Clerk