



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

- 1) **CALL TO ORDER:** City Council Chambers, 600 W. 3rd Street, Florence, CO 81226
- 2) **ROLL CALL:**
 - Mayor Wolfe
 - Councilman Vanhoutan
 - Councilman Stiefel
 - Councilman Mergelman
 - Councilwoman Stone
 - Councilwoman Gardner
 - Councilwoman MacKinnon
- 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
 - 4.b Meeting Minutes for December 19, 2023
- 5) **BILLS ALLOWED**
 - 5.a Bills Allowed for \$221,350.21
- 6) **OLD BUSINESS**
 - 6.a Ordinance 9-2023: “City Council Rules and Procedure”
- 7) **NEW BUSINESS**
 - 7.a Resolution 1-2024: A Resolution Levying Property Taxes For The Year 2024
 - 7.b Official Posting Place
 - 7.c Appoint Proxy to Represent City Shares at Annual Ditch Board Meetings for Union Ditch, Rainbow Ditch and Fremont Ditch Companies
- 8) **ADMINISTRATIVE/INFORMATION**
 - 8.a Mayor & Council Reports
 - 8.b City Manager Report
- 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



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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



CITY OF FLORENCE
REGULAR MEETING MINUTES
Monday, December 18, 2023
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	Present
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 (virtual), and Planning Director Ashley Fox.

3) **VISITORS**

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

Zoe Katsulos- 916 W 2nd Street

Voiced the importance of the 2024 Humane Society contract, and the direct correlation with public health and safety.

Sue Kinzer- 302 Wilson Avenue

Presented a HomeServ flyer regarding utility warranty and questioned where the funds would go, and how they'd be used by the City. She also reiterated the importance of the Humane Society contract.

Amy Nasta, City Manager, clarified the City has no affiliation with the HomeServ company.

4) **MEETING MINUTES**

4.a Meeting Minutes for December 4, 2023

Cortlyne Huppe, City Clerk, presented the Meeting Minutes. She noted an amendment to the motion on item 6.d, and an amendment to the roll call counts. She then questioned if the Council had any additional amendments or corrections.



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6:30 PM

Motion to approve Meeting Minutes for December 4, 2023, as amended:
Councilor Stiefel
Seconded by Councilor Vanhoutan
7 Ayes
Motion passed: 7 – 0

5) BILLS ALLOWED

5.a Bills Allowed for \$81,025.40

Amy Nasta opened for questions regarding the bill run from 12/4/2023 to 12/18/2023 for \$81,025.40.

Mayor Wolfe questioned the status of the City's HVAC system

Amy stated the system's control panel has been serviced, but the system's replacement is estimated to cost \$1 million and has been established as a Capital Improvement Project.

Motion to approve Bills Allowed as presented for \$81,025.40: Councilor Vanhoutan
Seconded by: Councilor Gardner
7 Ayes
Motion passed: 7 – 0

6) NEW BUSINESS

6.a 2024 Humane Society of Fremont County, Inc. Contract

Amy presented the 2024 contract, and noted the 4.85% increase from 2023. This contract was a budgeted item, and has potential for cost recovery through impound fees.

Mayor Wolfe requested an end of year report from the Humane Society.

Motion to authorize the City Manager to execute a contract with the Humane Society of Fremont County, Inc. in the amount of \$13,556.76 for animal impoundment services:
Councilor Gardner
Seconded by: Councilor Stone
7 Ayes
Motion passed: 7 – 0

6.b Ordinance 9-2023: "City Council Rules and Procedure"

Amy announced this ordinance would adopt rules and procedures, and incorporate them into the Florence Municipal Code to provide best practices, governing efficiency and proper conduct.



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6:30 PM

Kathy Madonna- 504 Brookeway

Relayed concerns on the citizen's requirement to state their physical address at the podium, and questioned the format of meeting minutes.

Dan Findlay, City Attorney, reiterated it is best practice for a citizen to voice their physical address to indicate the citizen's relationship to the community. He then noted the legal risks associated with poor storage policies and meeting minutes.

Mayor Wolfe questioned if the Council should consult with CIRSA on the meeting minutes format.

Cortlyne replied affirmatively. She then shared the importance of efficient and accurate meeting minutes, and why action minutes are best practice.

Councilor Vanhoutan confirmed the Ethical Conduct section is complementary to the City's personnel policy.

Steve Wolfe requested page 19's verbiage be changed from "proponent" to something more inclusive or specific.

Dan and Amy would fix the proposed language.

Zoe Katsulos- 916 W 2nd Street

Voiced concerns of public safety over the requirement to state a citizen's address at the podium.

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, as amended: Councilor Stiefel

Seconded by: Councilor MacKinnon

7 Ayes

Motion passed: 7 – 0

7) ADMINISTRATIVE/INFORMATION

7.a Mayor & Council Reports

Councilor MacKinnon thanked Complete Yard Service for donating their time and materials to landscape the Post Office.

Councilor Stone reported on the Florence Chamber of Commerce events and the Merchant's meetings.



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Councilor Mergelman attended the Mayor's Round Table.

Councilor Stiefel spent time implementing the City Council Chambers audio upgrades.

Councilor Vanhoutan thanked all who supported the Florence Junior/Senior High's craft fair.

Mayor Wolfe attended BOZA, Mayor's Round Table, and the Merchant's meeting. He also met with Brittany Petterson and noted the Tree Board's new trifold. Mayor Wolfe announced Rockvale's plan for a flight-for-life helicopter pad at their new fire station and the anticipated walking trail from Coal Creek to Florence. Mike Whitt at Fremont County had been working on projects in relation to the City's IGA for water usage. Justin Kurt, Brittany Petterson's representative, stated the County's VA clinic is set for construction in 2025-2026, and local Emergent Campus received the 2024 Stephen H. Hart Award for Historic Preservation.

Councilor Stiefel questioned if the City had received any letters of interest for the Planning Commission, and noted the potential of them lacking a quorum.

Cortlyne replied affirmatively.

Mayor Wolfe stated the applicant was out of town.

7.b City Manager Report

Amy opened her report for questions.

Mayor Wolfe requested more detail on her meeting with the UAACOG representative.

Amy elaborated on Proposition 123 and its effects on attainable housing and developers. She then reminded Council of the Special City Council Meeting on December 19, 2023 at 5:30 p.m.

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, January 2, 2024**



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Monday, December 18, 2023
6:30 PM

Councilor Vanhoutan motioned to adjourn the meeting. Councilor Gardner seconded.
With consensus, 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



**CITY OF FLORENCE
SPECIAL MEETING MINUTES
Tuesday, December 19, 2023
5:30 PM**

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

Mayor Wolfe called the meeting to order at 5:30 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, City Manager Amy Nasta, and Public Works Director Sam Elstun.

3) NEW BUSINESS

3.a Resolution No. 21-2023: 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 2024 and Ending on the last day of December 2024

Amy Nasta, City Manager, reiterated the proposed 2024 budget approval process. The valuation from the Fremont County assessor's office resulted in a revenue reduction of \$75,807. Therefore, the budget presented before the Council is reduced by \$65,541 to be fiscally and operationally sound.

Councilor Gardner sought information on the perpetual care construction fund of \$50,000.

Sam Elstun, Public Works Director, elaborated on the anticipated sprinkler system upgrades.

Motion to approve Resolution No. 21-2023: 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 2024 and Ending on the last day of December 2024: Councilor Mergelman
Seconded by: Councilor Gardner

7 Ayes

Motion passed: 7 – 0



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3.b Ordinance 10-2023: An Ordinance Appropriating Sums of Money to the Various Funds and Spending Agencies in the Amount and for the Purposes as set Forth Below, For the City of Florence, Colorado for the 2024 Budget Year

Amy noted the emergency clause written in the ordinance. The clause allows the City to pass the budget on its first reading to surpass the statutorily required second reading and publishing requirements.

Motion to approve Ordinance 10-2023: An Ordinance Appropriating Sums of Money to the Various Funds and Spending Agencies in the Amount and for the Purposes as set Forth Below, For the City of Florence, Colorado for the 2024 Budget Year: Councilor Stone

Seconded by: Councilor MacKinnon

7 Ayes

Motion passed: 7 – 0

4) **ADJOURNMENT:** Adjournment until the next regular City Council Meeting Tuesday, January 2, 2024

Councilor Stiefel motioned to adjourn the meeting. Councilor Gardner seconded. With consensus, Mayor Wolfe adjourned the City Council Meeting at 5:40 p.m.

CITY OF FLORENCE, CO

BY: _____
Steve Wolfe, Mayor

RESPECTFULLY SUBMITTED: _____
Cortlyne Huppe, City Clerk

Report Criteria:

Invoices with totals above \$0.00 included.
Only paid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
General Fund							
MAINTENANCE OF BUILDINGS							
01.4060.8420 MUNICIPAL BLDG-R&M							
1927	HEATING & PLUMBING ENGS	68246	Prevention	12/19/2023	485.00	485.00	12/19/2023
01.4060.8750 CENTURA BLDG-Repairs & Maint							
923	ALSCO	LDEN2861684	MATS	12/20/2023	50.65	50.65	12/21/2023
Total MAINTENANCE OF BUILDINGS:					535.65	535.65	
GENERAL GOVERNMENT							
01.4110.6700 INSURANCE & BONDS							
861	CIRSA	232328	Cemetery Building coverage, Stre	12/15/2023	1,595.06	1,595.06	12/21/2023
861	CIRSA	232390	PC Deductible	12/21/2023	610.50	610.50	12/26/2023
Total GENERAL GOVERNMENT:					2,205.56	2,205.56	
JUDICIAL							
01.4120.3700 CITY PROSECUTOR							
3115	Rocco F. Meconi, PC	NOVEMBER 2	Nov 2023 Prosecutor	11/01/2023	566.50	566.50	12/21/2023
Total JUDICIAL:					566.50	566.50	
ADMINISTRATIVE							
01.4150.2300 HR SERVICES							
2684	Centura Health	DECEMBER 2	Pre employment test	12/04/2023	355.00	355.00	12/26/2023
01.4150.3000 SUPPLIES							
2226	COLORADO ADVERTISING PRO	7748	A/P CHECKS	12/23/2023	219.41	219.41	12/26/2023
122	MOHR'S	18203	pLAQUES	12/19/2023	100.50	100.50	12/21/2023
Total ADMINISTRATIVE:					674.91	674.91	
PUBLIC WORKS-STREETS							
01.4310.1960 WORKMENS COMPENSATION							
861	CIRSA	W23721	DEDUCTIBLE WC	12/15/2023	558.33	558.33	12/21/2023
Total PUBLIC WORKS-STREETS:					558.33	558.33	
UNION HIGHLAND CEMETERY							
01.4420.2000 UNIFORMS							
923	ALSCO	LDEN2854754	UNIFORM RENTAL-Streets	12/06/2023	134.06	134.06	12/26/2023
923	ALSCO	LDEN2861686	UNIFORM RENTAL-Streets	12/20/2023	134.06	134.06	12/28/2023
Total UNION HIGHLAND CEMETERY:					268.12	268.12	
Total General Fund:					4,809.07	4,809.07	
WATER FUND							
ADMINISTRATION							
02.4150.3000 OFFICE SUPPLIES							
2226	COLORADO ADVERTISING PRO	7748	A/P CHECKS	12/23/2023	219.42	219.42	12/26/2023
02.4150.5000 TELEPHONE							
1253	AT & T MOBILITY	287270395083	Water Tower	12/21/2023	84.96	84.96	12/21/2023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total ADMINISTRATION:					304.38	304.38	
PLANT R&M SOUTH PLANT							
02.4365.8740 ELECTRICAL R&M-SOUTH							
2355	TIMBER LINE ELECTRIC	8498	florence-comm failure/trouble sho	12/18/2023	6,445.50	6,445.50	12/28/2023
02.4365.8790 PROPANE-SOUTH							
1455	SAN ISABEL SERVICES	U0065694	SO PLANT PROPANE	12/11/2023	958.65	958.65	12/26/2023
1455	SAN ISABEL SERVICES	U0065763	SO PLANT PROPANE	12/27/2023	1,304.14	1,304.14	12/28/2023
Total PLANT R&M SOUTH PLANT:					8,708.29	8,708.29	
OTHER COSTS							
02.4370.7890 PROFESSIONAL SERVICES							
916	MARTIN AND WOOD	27120	ENG fees	09/30/2023	935.00	935.00	12/28/2023
916	MARTIN AND WOOD	27121	PROF SVCS	09/30/2023	110.00	110.00	12/28/2023
02.4370.7900 RIPRAP & CRUSHER FINES							
3158	HOLCIM-WCR, INC	719048729	Drying Bed Rock	12/15/2023	772.53	772.53	12/21/2023
3158	HOLCIM-WCR, INC	719062159	Drying Bed Rock	12/19/2023	1,427.99	1,427.99	12/21/2023
Total OTHER COSTS:					3,245.52	3,245.52	
WATER DISTRIBUTION							
02.4380.8090 OTHER WATER DIST EXPENSE							
1489	UNION PACIFIC RAILROAD CO	325462005	Railroad Lease 4/16/23-4/15/24for	03/16/2023	4,243.60	4,243.60	12/28/2023
Total WATER DISTRIBUTION:					4,243.60	4,243.60	
CAPITAL OUTLAY							
02.4950.9043 67 N. Main Line Replacement							
2460	LANGSTON CONCRETE	10% RETIANE	North Pikes Peak Water Line and	12/29/2023	90,550.35	90,550.35	12/28/2023
Total CAPITAL OUTLAY:					90,550.35	90,550.35	
Regional Expenditures							
02.6960.9520 DEWATERING SYSTEM PROJECT 2023							
3141	AQUALITEC, CORP	P427318	BarScreen Project Balance	12/27/2023	109,371.50	109,371.50	12/28/2023
Total Regional Expenditures:					109,371.50	109,371.50	
Total WATER FUND:					216,423.64	216,423.64	
STREET IMPROVEMENT PROJECTS							
17.4310.7573 Major Street Improvements							
3044	3 Rocks Engineering	22.060.07	road survey	08/03/2023	117.50	117.50	12/21/2023
Total :					117.50	117.50	
Total STREET IMPROVEMENT PROJECTS:					117.50	117.50	
Grand Totals:					221,350.21	221,350.21	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Invoices with totals above \$0.00 included.

Only paid invoices included.

Report Criteria:
 Report type: Summary
 Check Volded = (<>) Yes

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Check Amount
45012									
12/23	12/19/2023	45012	1927	HEATING & PLUMBING ENGS	68246	1	01.4060.8420	.00	485.00
Total 45012:				HVAC Prevention and Service				.00	485.00
45013									
12/23	12/21/2023	45013	3044	3 Rocks Engineering	22.060.07	1	17.4310.7573	.00	117.50
Total 45013:				5th & Oriole Project				.00	117.50
45014									
12/23	12/21/2023	45014	923	ALSCO	LDEN286168	1	01.4060.8750	.00	50.65
Total 45014:				Uniforms				.00	50.65
45015									
12/23	12/21/2023	45015	1253	AT & T MOBILITY	2872703950	1	02.4150.5000	.00	84.96
Total 45015:				Water Tower				.00	84.96
45016									
12/23	12/21/2023	45016	861	CIRSA	Multiple	1	01.4310.1960	.00	2,153.39
Total 45016:				WC Deductible and added coverage				.00	2,153.39
45017									
12/23	12/21/2023	45017	3158	HOLCIM-WCR, INC	Multiple	1	02.4370.7900	.00	2,200.52
Total 45017:				Rock				.00	2,200.52
45018									
12/23	12/21/2023	45018	122	MOHR'S	18203	1	01.4150.3000	.00	100.50
Total 45018:				Plaques				.00	100.50
45019									
12/23	12/21/2023	45019	3115	Rocco F. Meconi, PC	NOVEMBER	1	01.4120.3700	.00	566.50
Total 45019:				City Prosecutor				.00	566.50
45020									
12/23	12/26/2023	45020	923	ALSCO	LDEN285475	1	01.4420.2000	.00	134.06
Total 45020:				Uniforms				.00	134.06
45021									
12/23	12/26/2023	45021	2684	Centura Health	DECEMBER	1	01.4150.2300	.00	355.00
Total 45021:				Drug Testing				.00	355.00
45022									
12/23	12/26/2023	45022	861	CIRSA	232390	1	01.4110.6700	.00	610.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Check Amount
Total 45022:									610.50
45023	12/23	12/26/2023	45023	2226	COLORADO ADVERTISING PRO	7748	2 02.4150.3000	.00	438.83
Total 45023:									438.83
AP Checks									
45024	12/23	12/26/2023	45024	1455	SAN ISABEL SERVICES	U0065694	1 02.4365.8790	.00	958.65
Total 45024:									958.65
Propane Water Plant									
45025	12/23	12/28/2023	45025	923	ALSCO	LDEN286168	1 01.4420.2000	.00	134.06
Total 45025:									134.06
Uniforms									
45026	12/23	12/28/2023	45026	3141	AQUALITEC, CORP	P427318	1 02.6960.9520	.00	109,371.50
Total 45026:									109,371.50
BarScreen Project									
45027	12/23	12/28/2023	45027	2460	LANGSTON CONCRETE	10% RETIAN	1 02.4950.9043	.00	90,550.35
Total 45027:									90,550.35
10% Retainer									
45028	12/23	12/28/2023	45028	916	MARTIN AND WOOD	Multiple	1 02.4370.7890	.00	1,045.00
Total 45028:									1,045.00
Water Attorney									
45029	12/23	12/28/2023	45029	1455	SAN ISABEL SERVICES	U0065763	1 02.4365.8790	.00	1,304.14
Total 45029:									1,304.14
Propane Water Plant									
45030	12/23	12/28/2023	45030	2355	TIMBER LINE ELECTRIC	8498	1 02.4365.8740	.00	6,445.50
Total 45030:									6,445.50
SCADA support									
45031	12/23	12/28/2023	45031	1489	UNION PACIFIC RAILROAD CO	325462005	1 02.4380.8090	.00	4,243.60
Total 45031:									4,243.60
Bulk Station Lease									
Grand Totals:									221,350.21

General Fund \$4,809.07
 Water Fund \$216,423.64
 Streets \$117.50
TOTAL \$221,350.21

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary

Check.Voided = {<>} Yes

COUNCIL ACTION FORM

MEETING DATE: JANUARY 2, 2024

STAFF CONTACT: AMY NASTA, CITY MANAGER

Agenda Item: Consider adopting an ordinance amending Florence Municipal Code Chapter 2.80, City Council

Department: Administration

Staff Recommendation:

Adopt an ordinance amending Chapter 2.80, City Council, of the Florence Municipal Code to incorporate, by reference, the *City Council Rules of Procedure* document.

Background/Description of Item:

This will be the second reading of the Ordinance. The City Council approved the Ordinance and conducted the first reading at the December 18, 2023 City Council meeting.

The *City Council Rules of Procedure* (CCRP) document provides the necessary guidelines for the conduct of orderly meetings of the Florence City Council. It contains rules and procedures found in City ordinances and includes best practices used by a wide variety of municipal governments.

The CCRP consists of five (5) chapters, each covering a variety of topics related to the efficient and orderly conduct of City Council meetings:

- **Authority of Rules**
 - Covers the process for the establishment of the rules contained within CCRP and their applicability;
- **Council Organization and Duties**
 - Covers how the City Council is organized; the duties of Councilmembers, the Mayor, and the Mayor Pro Tem; and succession in office;
- **Conduct of the City Council**
 - Covers how the Council is generally expected to conduct themselves both in general and with various groups including one another, the City Manager and City Staff, the public, other agencies, boards, committees, and commissions, and the media; and information on expectations regarding litigation, confidentiality, and ethics;
- **City Council Meetings and Schedules**
 - Covers time and location of regular City Council meetings; and information on how and when to call other types of meetings or parts of meetings such as special meetings, work sessions, emergency meetings, executive sessions, and public hearings;
- **Meeting Guidelines and Procedures**
 - Covers general information regarding the conduct of meetings; requirements for submitting agenda items; agenda packet preparation guidelines; and information regarding the format of the City Council agenda

The CCRP has been attached in its entirety for the Council's review. This document has been fully reviewed by both Staff and Legal Counsel.

Should the Council elect to pass this proposed Ordinance, the CCRP will be incorporated into the Florence Municipal Code by reference.

Attachments:

- Ordinance 9-2023
- *City Council Rules of Procedure*

Suggested Motion:

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 of Procedure" and incorporating by reference the *City Council Rules of Procedure* document.

ORDINANCE NO. 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 OF PROCEDURE" AND INCORPORATING BY REFERENCE THE CITY COUNCIL RULES OF PROCEDURE DOCUMENT.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF FLORENCE, COLORADO:

SECTION ONE: Chapter 2.08.010 of the Municipal Code of the City of Florence, Colorado entitled "Meeting Dates" is hereby amended to read as follows.

2.08.010 – City Council Rules of Procedure. The *City Council Rules of Procedure, December 18, 2023*, adopted document is hereby incorporated by reference. The City Council Rules of Procedure, December 18, 2023 document provides the necessary guidelines for the conduct of orderly meetings of the City Council of the City of Florence, Colorado.

SECTION TWO: All other ordinances not in conformity herewith are hereby repealed or amended to conform hereto.

SECTION THREE: This Ordinance shall take effect and be in force after its passage, approval and publication as provided by law.

INTRODUCED AS AN ORDINANCE, PASSED ON ITS FIRST READING, ASSIGNED AN ORDINANCE NUMBER AND ORDERED TO BE PUBLISHED IN *THE DAILY RECORD*, THE CITY'S OFFICIAL NEWSPAPER ON THIS 18 DAY OF DEC, 2023.

CITY OF FLORENCE:


Mayor



ATTEST:


City Clerk

Ordinance published in full on 12/21/23, 2023 in *The Daily Record*.

Passed and adopted on its second reading this _____ day of _____, 2024.

CITY OF FLORENCE:

Mayor

ATTEST:

City Clerk

Ordinance published by title on _____, 2024 in *The Daily Record*.



City Council Rules of Procedure

2023 Edition

Passed on DATE

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CHAPTER 1 – AUTHORITY OF RULES

A. AUTHORITY

The City Council shall establish its own Rules of Procedure in a clear and concise manner to assist it in the general conduct of City business. For those matters not covered by these rules, the procedure shall be decided by a majority vote of the City Council. These rules may be altered, amended or repealed by ordinance at any time by a majority vote of the City Council. Until such time as they are amended or new rules adopted by ordinance, these rules shall prevail to govern the order and conduct of business of the City Council. The rules may not be suspended by the City Council during any meeting.

During City Council discussions, deliberations, and proceedings, the Mayor has been designated with the primary responsibility to ensure that the City Council and members of the public adhere to the Council's norms and procedures.

B. APPLICATION

These procedures shall be applicable to all members of the City Council.

C. DEFINITIONS

Chair: When the term Chair is referred to in this publication, it is understood to mean the Mayor or the Mayor Pro Tem, in the event the Mayor is not in attendance.

City Council: The six (6) elected Council Members and Mayor, collectively

CHAPTER 2 – COUNCIL ORGANIZATION AND DUTIES

A. CITY COUNCIL

The Mayor and six Council Members shall constitute the City Council of the City. Two (2) Council Members shall be elected from each ward for staggered four-year terms or until their successors are qualified. The Mayor shall be elected at large for a two-year term. (F.M.C. 2.08.020)

The officers elected hereunder shall be qualified pursuant to the laws of the State of Colorado. The removal from the City of any officer elected hereunder, who is required to be a qualified elector thereof, shall occasion a vacancy in such office. (C.R.S 31-4-101 et seq.)

B. NEWLY ELECTED MEMBERS

Newly elected Council Members, including the Mayor, are sworn into office at the first regular meeting of the City Council immediately following the survey of election results. (F.M.C. 2.08.040)

C. DUTIES OF THE CITY COUNCIL

The City Council and City staff shall conduct the business of the City of Florence:

- Recognizing that the stewardship of the public interest must be of primary concern; and
- Working for the common good of the people of Florence; and
- Ensuring fair and equal treatment of all persons, claims and transactions coming before the City Council.

D. DUTIES OF THE MAYOR

The Mayor shall:

- Preside at all meetings of the Council and shall have a vote on all matters presented before the Council. (C.R.S. 31-4-207.5)
- Be responsible for the control, debate and order of speakers; and
- Decide all questions of order, subject to an appeal pursuant to *Bob's Rules of Order* by any Member to the City Council;
- Confine debate to matters under discussion; and
- Put to a vote all matters properly presented before the City Council and to declare the result thereof for the record; and

- Authenticate by signature all acts made by the authority of the City Council; and
- Have the authority necessary to enforce the rules and prevent the misuse of motions or established procedure, the abuse of privileges, or obstruction of the business of the City Council, subject to the appeal by any Member to the City Council;
- Serve as the representative of the City Council at ceremonial functions and may, at their own discretion, ask another Council Member to represent the Council at the function.

E. DUTIES OF THE MAYOR PRO TEM

The Mayor Pro Tem shall:

- Be appointed from members of the City Council by a majority vote at the first regular City Council meeting immediately following the survey of election results *(C.R.S. 31-4-207(2))*
- In the absence of the Mayor, preside at City Council meetings. *(C.R.S. 31-4-207(2))*

F. SUCCESSION IN OFFICE

In case of a vacancy in the Council occurring by reason of resignation, death, or removal, or for any other reason, the City Council shall declare a vacancy in the office, and shall fill the vacancy by a majority vote of the City Council within sixty (60) days from the declaration of the vacancy, or by special election, as provided in C.R.S. 31-4-108(b). A successor so appointed or elected shall serve until the term of a successor elected at the next regular municipal election has commenced. *(F.M.C. 2.08.030; C.R.S. 31-4-106; C.R.S. 31-4-108(b))*

In case of a vacancy in the office of Mayor occurring by reason of death, disability, resignation, or other vacation of office, the City Council shall declare a vacancy in the office of Mayor, and, upon such declaration, the City Council may order a special election as soon as practicable to fill the vacancy until the term of office of a successor elected at the next regular municipal election has commenced, as provided in C.R.S. 31-4-105, and the City Council may appoint a registered elector in the City of Florence to act as Mayor until such special election. If the City Council does not call a special election, it shall, within sixty (60) days of the declaration of vacancy, fill the vacancy by appointment until the term of the successor elected at the next regular municipal election has commenced *(F.M.C. 2.08.030; C.R.S. 31-4-103; C.R.S. 31-4-105)*

Appointment Process

The City Clerk will attempt, if practicable, as determined by the City, to coordinate the appointment process, if so declared by Council, beginning with the notification to the general public of the vacancy(s) on the City Council. Openings will, if possible and so long as to be in the presumed best interests of the City, be advertised for two weeks via the City's official newspaper, the City's website (<https://cityofflorence.colorado.gov/>), and other social media outlets.

Appointments to the City Council shall be based upon applications filed in the City Clerk's Office. Public Service Applications are always welcomed by the City Clerk and shall be kept for a period of one calendar year. The City Clerk will call upon the City Council to submit the names of potential candidates should there be no applications for appointment on file.

After the City Council opening has been advertised for two weeks, the City Clerk shall provide to the City Council a list of the applicants who are qualified pursuant to the laws of the State of Colorado. The Council will then be given one week to advise the City Clerk of any potential issues with any of the candidates.

The applicants will then be invited to the next regularly scheduled City Council Meeting for an interview with the City Council. The City Council will interview the applicants at the City Council Meeting and vote to appoint one of the applicants to fill the vacant City Council position until the next election. The City Council may conduct second interviews or start the appointment process over if they believe none of the applicants are qualified. A copy of the nominee's Public Service Application will be included in the Council packet for the meeting at which the interviews will be conducted.

CHAPTER 3 – CONDUCT OF THE CITY COUNCIL

A. GENERAL CONDUCT

These rules are intended to facilitate, and not obstruct, the orderly conduct of meetings of the Florence City Council. The purpose of these rules is to provide an orderly and consistent procedure for conducting such meetings. These rules should be followed as necessary to conduct the meetings of the Florence City Council.

All Members have and share equal rights, privileges, responsibilities and obligations, which include but are not limited to the following:

- All Members present and participating in meetings have the right to make, second, or amend motions;
- All Members present and participating have the right to participate in debate when discussion is permitted;
- All Members have the right to make inquiries and seek clarification or further information on pending matters;
- All Members present for meetings have the right to vote on matters, unless prevented by a conflict of interest. City Council members are strongly and legally encouraged to recuse themselves from participating in discussion about or voting on matters relating to items for which they have a conflict of interest. Conflict of interest shall be defined as having substantial interest in a topic being considered by the City Council. Substantial interest shall include the following:
 - A City Council member and/or their family or other direct beneficiaries with clear pecuniary interest (individually or collectively)
- It is important that all Members commit to attending meetings to ensure that the business of the City can be conducted effectively and to ensure fairness to the public, other Council Members, and staff that attend the meetings. Members expecting to be absent from a meeting should notify the City Clerk prior to the meeting, who will be responsible for notifying the Mayor and/or City Manager prior to the start of any meeting, ideally with as much advance notice as possible. Proper attendance shall be defined as the following:
 - Not missing two consecutive meetings without an excuse

- “Excuse” shall mean more than inconvenience and includes illness or family emergency, in which case the count is tolled for each and every legitimate instance, as determined by City Manager upon documentation provided.
- Failing to attend a minimum of 2/3 of regular meetings in a rolling 12 month period.
- While in-person attendance is very strongly preferred, and potentially, if circumstances require, may be mandated, City Council members or any other essential or non-essential members needing to attend the meeting via telephone or other technological medium shall contact the City Clerk in advance of the meeting to make arrangements to do so. Attendance via alternate channels is limited to as many members as can properly justify needing to be a remote participant of the City Council, and shall be determined on practicable basis, by the City Clerk, in consultation with the City Manager and/or City Attorney. It is the responsibility of the City Council member(s) attending via telephone or other technological means to notify the City Clerk immediately if the connection is lost in order to ensure accurate record keeping. While the City will always strive to conduct its meetings in the utmost compliance of Open Meetings Law, certain technological contingencies are unavoidable and the City will operate, as is best possible under the circumstances, to operate with or without any remote members, as the motion, vote, or law may require.

B. CONDUCT WITH MEMBERS

Members shall conduct themselves in a proper, businesslike manner during all proceedings of the City Council, and shall respect and follow the rules. Each Member shall demonstrate courtesy and respect for the Council, for the public, for staff and for other Members. No Member shall conduct themselves in a manner that is unbecoming of a Member of the City Council.

City Council Members shall:

- Value each other’s time;
- Treat each other and everyone with courtesy and refrain from inappropriate behavior and derogatory comments;
- Preserve order and decorum during the meeting;
- Support the laws established by the City Council;
- Abide by the *City Council Rules of Procedure* in conducting the business of the City of Florence;
- Govern themselves as to the length of their comments;
- Limit their comments to the subject matter, item, or motion being currently considered;
- Not delay or interrupt the proceedings or the peace of City Council meetings, nor disturb any Member while speaking, by conversation or otherwise, nor disobey the orders of the City Council or the presiding officer, except as

- otherwise herein provided;
- Attempt to build consensus on an item through an opportunity for dialogue, but when this is not possible, the majority vote shall prevail and the majority shall show respect for the opinion of the minority and vice versa;
 - Have the right to dissent from, protest, or comment upon any action of the City Council;
 - Respect each other's opportunity to speak and, if necessary, agree to disagree;
 - Avoid offensive negative comments and shall practice civility
 - Assist the Mayor's exercise of duty to maintain order.

C. CONDUCT WITH CITY MANAGER AND STAFF

City Council Members shall:

- Communicate with the City Manager directly on issues and concerns, requests for information or research on a given topic, and questions on City Council agenda item, including with an extreme preference that such communications occur in advance of any public meetings, so that all known variables and/or priorities can be discussed. Responses will be copied to all City Council members;
- Not direct staff to initiate any action, change a course of action, or prepare any report that is significant in nature or initiate any project or study without the approval of the City Manager;
- Direct the City Manager to implement City Council's policy decisions through the administrative functions of the City;
- Treat staff professionally and refrain from publicly criticizing individual employees, work units, or departments;
- Avoid involvement and any degree of public discussion or comment in personnel issues except and only during City Council executive or otherwise public sessions regarding City Council appointed staff such as the City Manager, including hiring, firing, promoting, disciplining and other personnel matters;
- Discuss directly with the City Manager privately, as appropriate, any displeasure over work or behavior with a department or staff member;
- Present citizen complaints to the City Manager so the complaint and request for information can be disseminated to staff for appropriate action.

D. CONDUCT WITH THE PUBLIC

City Council Members shall:

- Make the public feel welcome;
- Be impartial, respectful and without prejudice toward the public;
- Listen courteously and attentively to public comments;

- Not respond, even to direct questions, unless absolutely required (and subject to City Attorney recommending/interrupting to advise otherwise)
- Represent official policies or positions of the City Council first and foremost;
- Explicitly state, in any and all occasions, when their opinions and positions do not represent the City Council when representing their individual opinions and positions, including on social media;
- Make no promises, predictions, or other prognostications to the public on behalf of the Council, including on social media.

E. CONDUCT WITH OTHER AGENCIES

City Council Members shall:

- Project a positive image of the City when dealing with other agencies or otherwise discussing City business;
- Show tolerance and respect for other agencies', communities', and entities' opinions and issues and, if ultimately necessary, agree to disagree;
- Represent official policies or positions of the City Council first and clearly/officially when designated as delegates of a legislative body;
- Explicitly state when their opinions and positions do not represent the City Council when representing their individual opinions and positions;
- Have the ability to lobby, debate, or discuss issues that have been adopted by the legislative bodies or are standing policies of the legislative body with other legislators, government officials or developers.

F. CONDUCT WITH COMMISSIONS, BOARDS AND COMMITTEES

City Council Members shall:

- Treat all members of boards, committees and commissions with appreciation and respect;
- Refrain from participation in committee and commission meetings for the purpose of influencing the outcome of said meetings.

G. CONDUCT WITH THE MEDIA

City Council Members shall:

- Not discuss or go "off the record" with the media to discuss confidential or privileged information pertaining to executive sessions, attorney-client privileged or attorney work product communications, including, without limitation, personnel, litigation or real property negotiations;
- In conjunction with the City Manager, provide non-confidential, non-privileged background information when acceptable.
 - Press releases shall always be prepared by City Staff and routed to the City Manager for approval before release to the media.
 - Police responses and/or press releases regarding emergencies may be reported directly to the media by the Police Chief, or as otherwise designated by the City Manager, but the City Council, or any member thereof, shall not

issue any public statement, unless clearly personally stated in words and intent in their own personal capacity.

H. LITIGATION AND CONFIDENTIAL INFORMATION

City Council Members shall:

- Keep all written materials and verbal information provided to them on matters that are confidential under state law in complete confidence to ensure that the City's position is not compromised;
- Not disclose or mention any information in these materials to anyone other than City Council Members, the City Manager or City Attorney.

I. ETHICAL CONDUCT

City Council Members shall:

- Receive at least two hours of training in ethics, conflicts of interest, open meeting laws, bias prohibitions, etc., every year to be coordinated through the City Clerk's Office;
- Conduct themselves in accordance with such training.

CHAPTER 4 – CITY COUNCIL MEETINGS AND SCHEDULES

A. REGULAR MEETINGS

Regular meetings of the Council shall be held on the first and third Mondays of each month at the hour of six thirty (6:30) P.M., at the Florence City Hall, 600 West Third Street, Florence, Colorado, or at such other locations within the City as determined by a majority of the council members.

In the event the first or third Monday is a legal holiday, the regular meeting shall be held on the next day thereafter that is not a legal holiday.

Any alternate location or change in meeting time shall be specified in the notice for the meeting. All meeting notices are to be posted by the City Clerk on the City's website and in the public notice case outside the front doors of City Hall 72 hours prior to the meeting.

B. SPECIAL MEETINGS

All meetings that are not required as set forth in ordinance or otherwise legally required are considered "special meetings." Only the unique and/or special business for which the special meeting is called may be considered and acted upon by the City Council.

Special meetings may be called by the Mayor or acting Mayor on the written request of any two (2) members of the Council, not including the Mayor, specifying the object and purpose of such meeting, which request shall be read at the meeting.

The process to request a special meeting will be as follows:

- The Council Member seeking a special meeting shall contact, preferably by email or otherwise in a documentable manner, the Mayor or acting Mayor requesting such meeting, specifying the object and purpose
- The Mayor or acting Mayor will then, as soon as is reasonably practicable, inform the City Manager and the City Clerk of the special meeting request
- The City Clerk, shall then, as soon as is reasonably practicable, initiate an email or other appropriate contact, to the entire City Council explaining that a Council Member would like to call a special meeting to discuss a specific topic. The email or other contact shall, if required or prudent, will instruct the Council Members to reply only to the City Clerk with a "Yes" or a "No" answer as to whether they are in agreement with holding a special meeting

No other business shall be transacted except that mentioned in the pertinent communications or otherwise related thereto.

Special meetings shall be held at Florence City Hall or at such other locations as determined by a quorum of the Council Members and noticed accordingly

If the triggering events require it, the City Clerk shall provide written notice to all Members, local news media and to any person having requested in writing notification of such meetings pursuant to state law. The notice shall include the date, time, and location of the special meeting. All special meeting notices are to be sent via email blast, posted on the City's website and posted in the public notice case outside the front doors of City Hall.

C. WORK SESSIONS

Work sessions are scheduled on an as-needed basis and can be scheduled at any time during the day or evening. No official action may be taken during a work session.

Work sessions may be requested by any Council Member by submitting a written request to the City Manager or the Mayor. The City Manager may also request a work session.

Upon receiving the request for a work session, the City Clerk will initiate an email to the entire City Council explaining that a work session has been requested for a specific topic. The email will instruct the Council Members to reply only to the City Clerk with a "Yes" or a "No" answer as to whether they are in agreement with holding a work session.

Work sessions shall be held at Florence City Hall or at such other locations as determined by a quorum of the Council Members.

The City Clerk shall provide written notice to all Members, local news media and to any person having requested in writing notification of such meetings pursuant to state law. The notice shall include the date, time, and location of the work session. All work session notices are to be sent via email blast, posted on the City's website and posted in the public notice case outside the front doors of City Hall

D. EMERGENCY MEETINGS

In the event of an emergency, potentially involving injury or damage to persons or property or which impacts the service or operation of the City, or however so determined by the City Manager if circumstances warrant or at their own discretion, a special meeting may be called, if justified, with less than 24 hours' notice provided. Also, best efforts shall attempted to be made for notice and publication, as circumstances permit, for regular and special meetings, but shall otherwise comply with the Colorado Open Meetings Act procedures.

This notice shall be, to the extent the City may be able, given by email or telephone, and all email and addresses or telephone numbers provided in the most recent request for notification of special meetings shall be used.

The minutes of an emergency meeting, a list of persons whom the City Clerk notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for a minimum of ten (10) days in a public place as soon after the meeting as possible.

E. EXECUTIVE SESSIONS

Executive sessions shall generally be conducted only as legally or practically needed. In accordance with the Colorado Open Meetings Law, an executive session may only take place once an open meeting is convened. A formal motion must be made, seconded and carried by a two-thirds majority vote of the quorum present to recess into the executive session. The motion must contain two (2) parts: (1) a statement describing the topic to be discussed with as much specificity as is possible during the closed or executive meeting; and (2) the justification listed in C.R.S. 24-6-402(4) for closing the meeting.

The complete motion shall be recorded in the minutes of the meeting and shall be maintained as a part of the permanent records of the public body or agency. Discussion during the closed or executive meeting shall be limited to those subjects stated in the motion and recorded or preserved, as required by law or not, in accordance with governing law.

Certain defined executive sessions shall be recorded and said recordings shall be retained for a period of not less than ninety (90) days. Executive session recordings are not generally open for inspection by the public.

Except under extraordinary circumstances, at the determination of the City Council, no executive session will be held without the presence of the City attorney. Attendance for executive session, at the discretion of the City Council, may be conducted via telephone or electronic means pursuant to applicable law, but in-person attendance is the general expectation and preference for all Council Members and City Staff. No binding action may be taken during an executive session. However, entities covered by the Colorado Sunshine Law may generally discuss certain issues during an executive session in ways that may help inform members how they may choose to vote in open session, if applicable. *(See C.R.S. 24-6-402 et seq)*

F. PUBLIC HEARINGS

The City Council shall hold public hearings when required by federal, state or municipal law, or otherwise. Public hearings are officially opened and closed by the Chair.

The City Clerk will set City Council public hearing dates and notify the City Council via the agenda on all matters that require a notice and public hearing before the City Council. Scheduled public hearings may be withdrawn or continued at the request of the City Council, staff, and/or applicant if, at the time and place for which notice originally was given, the Chair specifies the time and place where the hearing will reconvene.

It is a requirement that either one (1) applicant or a representative be present at the public hearing. The general procedure for a public hearing shall be as follows:

- Opening of the Public Hearing: The Chair opens the public hearing;
- Presentations: Staff presents its report; Council Members may ask questions of staff. The applicant has the opportunity to present his/her comments, testimony, or arguments;
- Public Testimony: Members of the public may present their comments. Proponents of the item shall be heard first, followed by opponents of the item, as best as can be anticipated or accommodated. Comments from the public will be limited to three (3) minutes per speaker.
 - No proponent or opponent of an item shall be permitted to speak more than once with the following exceptions:
 - The rebuttal allowed the petitioner(s); and
 - In response to direct questions from the City Council.
 - Responses shall be limited to answers to the question as stated
- Staff may provide additional comments for clarification or in response to new evidence or questions from the City Council.
- The petitioner(s) may respond, but only to rebut new evidence.
- Questions from the City Council may be directed at any time to the applicant, Staff, or the public to clarify evidence presented in the hearing;
- The City Council may recess the hearing in order to obtain additional information pertaining to the petition;
- Close of the Public Hearing: The Chair shall always have the option to close, if and when appropriate, and at their sole discretion, the public hearing after everyone potentially or reasonably ascertained to be wishing to speak has had the opportunity to do so or has been reasonably been presented that opportunity.
- Action: Council proceeds with discussion and takes action, if decided or otherwise determined.

CHAPTER 5 - MEETING GUIDELINES & PROCEDURES

A. GENERAL

Authority

The City Council acts as a body and policy is established by majority vote. A decision of the majority binds the Council to a course of action. No Council Member has any extraordinary powers beyond those of other members and all members have equal votes.

Meetings to be Public

All meetings of the City Council are required to be open to the public with the potential exception of legally-authorized executive sessions. All meeting notices will be posted by the City Clerk on the City's website and in the public notice case on the exterior of City Hall 72 hours prior to the meeting. Notice shall also be provided to those persons having requested, in writing, notification of such meetings.

Quorum

A majority of the total number of members is necessary to constitute a quorum for the transaction of business (generally four (4) members, unless a vacancy or vacancies exist), but a smaller number may adjourn from day to day, and may compel the attendance of absent members, in such a manner and under such penalties as the Council by ordinance may have previously prescribed.

Location

All public meetings shall be held at Florence City Hall, or at such other locations as determined by a majority of the Council Members or as otherwise practically determined. Any alternate location or change in meeting time shall be specified in the notice for the meeting.

Action

Action by the City Council shall be taken by means of ordinance, resolution, or oral motion duly made and passed by the majority as a body or unit. The City Clerk shall call the roll of votes for ordinances and resolutions only, unless a roll call vote for any other item is requested by any member of the Council.

Public actions of the City Council will be recorded in the minutes of all regular meetings of the Council. Resolutions may also be recorded separately, serially numbered, and filed sequentially in the office of the City Clerk. Ordinances shall also be separately recorded, serially numbered, codified in the Municipal Code, and so remain until amended or voided.

The City Council, unless in extreme and special emergency circumstances, may not take action on items not included on the posted agenda except in the case of

emergency meetings where urgent items will be discussed.

Sequence of Agenda Items

At any time during the meeting, the Chair may direct a change in the sequence of discussion of items on the agenda, to the extent it is not reasonably unfair to any potential parties or is not otherwise outweighed by prudence. This exception is particularly used when a large crowd is in attendance for a particular item.

Minutes

It is the responsibility of the City Clerk or designated recording secretary secured by the City Clerk to keep and enter a written account of all Council meetings in the official City record books. Audio recordings will be destroyed after the minutes have been approved by the City Council. Video recordings will be retained for 6 months. The official record of the meeting is the minutes after they have been approved by the City Council.

It is the policy of the City Council that only the Council Members have the authority to make material and non-administrative revisions to the minutes subject to a majority vote of the City Council. City Council members having only typographical or other immaterial corrections to minutes are encouraged to provide such corrections to the City Clerk directly and need not wait to submit such corrections at a meeting.

Right of Floor

The Chair will recognize members of the Council, staff or audience desiring to speak, and confine such remarks to the subject under consideration.

City Manager

The City Manager or designee attends, as possible and unless without express permission otherwise, all Council meetings and work sessions and may make recommendations to the City Council.

City Attorney

The City Attorney or designee may attend all Council meetings, in person, by phone, virtual media, or otherwise, and may give written or oral opinions on questions of law. The City Attorney acts as the City Council's parliamentarian.

City Clerk

The City Clerk or designee shall attend all Council meetings, keep the official minutes, call the roll of votes, and perform other duties as requested by the City Council.

Department Directors and Staff

The Director or their representative shall be required to attend meetings at the

direction of the City Manager. This requirement will typically occur when a Department Director has an item on the agenda to present.

B. REQUIREMENTS FOR AGENDA ITEM SUBMISSION

The Mayor and/or City Manager may add items to the agenda. Any two Council Members together may submit items for inclusion by submitting a written request to the City Manager and the Mayor. All items should be submitted by noon five (5) calendar days in advance of the City Council meeting for which they are to be included on the agenda. Any time-sensitive or urgent items that cannot be submitted prior to this deadline should be submitted for inclusion as soon as possible in order to avoid changes to a published agenda.

C. AGENDA PACKET PREPARATION

The City Manager or designee will review and approve all items for the Council agenda and will submit to the Mayor and City Council a proposed agenda for each Council meeting at least 72 hours, or as otherwise practicable, in advance of the regular Council meeting.

The agenda and agenda packets will be compiled and distributed through the Administration Department. Packet information that is unable to be electronically transferred will be provided in paper form or will be on file in the City Clerk's office, as best as the City is able to promptly provide.

The City Council is encouraged to contact the City Manager with questions and clarifications prior to any meeting.

D. AGENDA FORMAT

Call to Order

The Mayor, or lawful replacement, shall open each regular meeting at the appointed time.

Pledge of Allegiance

The Mayor shall lead the recitation of the Pledge of Allegiance. The Mayor may invite or designate others to perform this duty.

Presentations

This time may be used as necessary to present awards, proclamations, other honors or to receive remarks by distinguished guests.

Public Hearings

The Public Hearings portion of the meeting is reserved for any and all items requiring a formal public hearing.

Public Comments

Time may be set aside, but is not required to be, at every regular meeting to allow the public to address the City Council on matters that may not be reasonably associated with those items on the printed agenda, but which relate to the business of the City. Those wishing to speak may do so during the "Public Comments" period at the beginning of the meeting.

Interested persons may also, at the will of the Council, and as specified herein, speak to individual new business agenda items (other than the consideration of minutes and appointments), not part of a public hearing, and may be allowed to do so, at Council's discretion, following staff's presentation and preceding the Council's discussion of any given item. In both cases, public comments will be limited to three (3) minutes. Speakers will not be allowed to concede any part of their allotted time to another speaker.

No person other than the applicant or individual directly involved with an agenda item will be permitted to address any single item before the City Council more than once during the same meeting, and shall limit their comments to no more than three minutes each time. In rare and exceptional circumstances, and only if City Council so directs or has additional follow-up questions for the public or certain member(s) thereof, City Council may, at the behest of the Mayor, request and allow additional comment.

Each person addressing the City Council must approach the podium when recognized by the Mayor, communicate his or her name and address and, if acting as spokesperson for a group, must name such group for the record. Lobbyists must identify themselves and their client(s), business, or organization they represent before speaking to the Council.

Any individual wishing to use the City's audiovisual equipment to display content as part of his or her public comments must make arrangements with the City Clerk to do so by no later than 12:00 noon on the day of the meeting. The City will generally work to accommodate reasonable and relevant requests, but reserves the right to deny usage of the City's audio visual equipment to anyone at any time and for any reason.

The City Council may not deliberate or take action on any request/item brought before them during the Public Comments period. The Council may ask clarifying questions and refer the request/item to staff for follow-up or they may request that it be added to a future meeting agenda, or, potentially, if part of a rationally subsequent and related agenda item, they may, or may not, with zero obligation, pursue deliberation or action at that point.

Members of the City Council are discouraged from engaging in debate with a member of the public in general and at any at City meetings since these debates seldom resolve concerns and may inflame feelings at a public meeting.

Consent Agenda

Those items on the Council agenda which are considered to be of a routine and non-controversial nature by the City Manager shall be listed on the consent agenda. These items shall be acted upon collectively under a single motion. A member of the City Council may remove any item from the consent agenda for discussion. Any item removed will be heard immediately following action on the remaining consent agenda items.

Planning and Zoning Consent Agenda

Those items on the Council agenda which have already received a recommendation from the Planning Commission and do not require a roll call vote shall be listed on the Planning and Zoning consent agenda. These items shall be acted upon collectively under a single motion. A member of the City Council may remove any item from the Planning and Zoning consent agenda for discussion. Any item removed will be heard immediately following action on the remaining planning and zoning consent agenda items.

Committee Recommendations

Committee Recommendations contain items being brought forward for consideration by recommendation from a City board, commission or committee.

Old Business

Old Business contains items which have been previously discussed at a previous City Council meeting. Any items the Council has previously discussed but not yet brought forward for vote, and if properly noticed, may be re-visited and potentially acted on at the next regular City Council meeting or at a date determined by majority vote of the City Council.

New Business

New Business contains items which may not have been previously discussed, require City Council direction, or are considered controversial.

Council Updates

The Council Updates portion of the meeting is reserved for updates to the Council on City business, operations, projects, and other items of Council interest. It is also a time to allow Council Members to comment on matters related to the business and operation of the City.

Executive Session

The Executive Session portion of the meeting is reserved for times when the Council, upon a legally valid vote, and/or potentially at the recommendation of City Staff, including the City Attorney, determines it appropriate to enter into Executive Session as allowed by state statute. Nothing precludes the Council from entering into Executive Session at any point during an open meeting as the Council deems necessary pursuant to law.

Adjournment

Before there can be an adjournment, the Council must, by proper action, move and vote for adjournment. Upon adjournment, the meeting is ended and no further business can be conducted.

COUNCIL ACTION FORM

MEETING DATE: JANUARY 2, 2024

STAFF CONTACT: AMY NASTA, CITY MANAGER

Agenda Item: Consider adopting a Resolution levying Property taxes for the year 2024 and set the 2024 mill levy for the City of Florence, Colorado

Department: Administration, Finance

Staff Recommendation:

Adopt a Resolution levying Property taxes for the year 2024 and setting the 2024 mill levy for the City of Florence, Colorado.

Background/Description of Item:

This resolution levies general property taxes for the year 2024. The mill levy must be certified to Fremont County by no later than January 10, 2024.

This resolution sets the mill levy for the City of Florence at 18.060 mills, with an anticipated revenue of \$784,681.

Attachments:

- Resolution 1-2024
- Letter to Fremont County

Suggested Motion:

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.

RESOLUTION NO. 1-2024

A RESOLUTION LEVYING PROPERTY TAXES FOR THE YEAR 2024 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE CITY OF FLORENCE, COLORADO FOR THE 2024 BUDGET YEAR

WHEREAS, the City Council of the City of Florence, Colorado has adopted the annual budget in accordance with the local government budget law on December 19, 2023.

WHEREAS, the amount of money necessary to balance the budget for general operating expenses is \$4,011,897; and

WHEREAS, the 2023 valuation for assessment for the City of Florence, Colorado as certified by the Fremont County Assessor is \$43,451,946

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FLORENCE, COLORADO:

SECTION 1. That for the purpose of meeting all general operating expenses of the City of Florence during the 2024 budget year, there is hereby levied a tax of 18.060 mills upon each dollar for the 2023 valuation for assessment of all taxable property within the City of Florence for the year 2024.

SECTION 2. That the City Finance Officer is hereby authorized and directed to immediately certify to the County Commissioners of Fremont County, Colorado the mill levy for the City of Florence as hereinabove determined and set.

RESOLVED this _____ day of _____ 2024.

Mayor

ATTEST:

City Clerk



CITY OF FLORENCE

FLORENCE MUNICIPAL CENTER
600 West 3rd Street
Florence, Colorado 81226
(719) 784-4848 Fax (719) 784-0228
E-mail: cityofflorence@florencecolorado.org

January 2, 2024

TO: COUNTY COMMISSIONERS OF FREMONT COUNTY, COLORADO

This is to certify the tax levy to be assessed by you upon all property within the city limits of the City of Florence, Colorado, for the year of 2023 (budget year 2024) as determined and fixed by the Florence City Council is:

GENERAL OPERATING EXPENSES 18.060

And you are hereby authorized and directed to extend said mill levy upon tax list.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED THE SEAL FOR THE CITY OF FLORENCE, COLORADO THIS 2nd DAY OF JANUARY 2024.

MAYOR

ATTEST:

CITY CLERK

COUNCIL ACTION FORM

MEETING DATE: JANUARY 2, 2024

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: 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 2, 2024

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Appoint 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 (certification fee waived)

Attachments:

- None

Suggested Motion:

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



CITY OF FLORENCE

600 West 3rd Street
Florence, Colorado 81226
(719) 784-4848

cityofflorence@florencecolorado.org
www.florencecolorado.org

City Manager Report

December 15, 2023 – December 28, 2023

Meetings with agencies, boards, and committees:

- ***Fremont Economic Development Corp (FEDC) – December 20, 2023***
 - Attended the monthly FEDC meeting and provided a quarterly update on the City of Florence to those in attendance.

- ***Planning Commission – December 21, 2023***
 - Attended the December City of Florence Planning Commission meeting.

Internal Meetings/Discussion/Projects

- Continuing to work with Amnet to develop a solution to the City's consistent phone system issues.

- Have started the process of moving the City to a modern, electronic billing system. The target date for the switch to this system is early 2024.

- Both Staff and Legal review of the DRAFT Purchasing Policy document have been completed. This document will be provided to the newly elected Council during the week of January 2, 2023 for their review and is scheduled to be placed on the January 16, 2024 City Council Meeting agenda for consideration for adoption.

- The initial version of the DRAFT Personnel Policies have been completed and are undergoing final legal review before being brought before Council. Please note, this is a lengthy, comprehensive document. These reviews will take significant time to complete. Staff will provide the dully reviewed chapters of this document to the City Council for their review during the week of January 2, 2024, with the remainder of the chapters to be brought forward for Council review by the week of January 16, 2024. Staff hopes to bring this document forward for Council Consideration in a February, 2024 City Council meeting.



CITY OF FLORENCE FINANCIAL OVERVIEW

THRU 11/30/2023

BUDGET PICTURE – GF REVENUE-UNAUDITED

	Actual	2023 Budget	Percent (92%)
<u>Revenues</u>			
Property Taxes	\$ 801,829.14	\$ 817,742.00	98.1%
Sales & Use Tax	\$ 1,434,834.98	\$ 1,413,000.00	101.6%
Business Tax	\$ 225,083.85	\$ 199,600.00	112.8%
Licenses & Permits	\$ 97,491.59	\$ 108,050.00	90.2%
Cemetery	\$ 29,313.00	\$ 19,000.00	154.3%
Shared Revenues /Fremont Cty	\$ 162,808.34	\$ 169,073.00	96.2%
Interest/Penalties	\$ 267,039.54	\$ 93,700.00	284.9%
Court Fines	\$ 32,816.00	\$ 92,000.00	35.7%
Other Revenues	\$ 144,209.93	\$ 216,408.00	66.6%
Transfers	<u>\$ 586,751.90</u>	<u>\$ 648,934.00</u>	<u>90.4%</u>
Total Fund Revenues	\$ 3,782,178.27	\$ 3,777,507.00	100.1%

BUDGET PICTURE – GF EXPENDITURES- UNAUDITED

<u>Expenditures</u>	Actual	2023 Budget	Percent (92%)
Building Maintenance	\$ 122,540.58	\$ 115,468.80	106.1%
Judicial & Admin	\$ 348,525.74	\$ 451,396.79	77.2%
General Gov & Exec	\$ 392,917.91	\$ 439,168.24	89.4%
Police / Public Safety	\$ 1,393,098.96	\$ 1,433,930.93	97.1%
Planning/Health& Welfare	\$ 137,780.57	\$ 271,354.17	50.7%
Streets	\$ 630,533.62	\$ 747,134.67	84.4%
Refuse	\$ 19,073.62	\$ 26,000.00	73.4%
Cemetery	\$ 130,022.54	\$ 128,732.57	101.0%
Parks/ Trees	\$ 67,781.92	\$ 95,007.43	71.3%
Other Expenditures	<u>\$ 52,957.13</u>	<u>\$ 51,973.00</u>	<u>101.9</u>
Total Fund Expenditures	\$ 3,295,232.59	\$ 3,760,166.60	87.6%

WATER FUND BUDGET PICTURE – REVENUES- UNAUDITED

	Actual	2023 Budget	Percent (92%)
Metered Water	\$ 2,357,952.38	\$ 2,640,000.00	89.3%
Debt Retirement	\$ 1,086,006.72	\$ 1,353,645.00	80.2%
Water Tap Fees	\$ 66,866.24	\$ 60,000.00	111.4%
Other Income/Interest	\$ 356,712.81	\$ 250,550.00	142.3%
Regional Income	\$ 1,565,403.51	\$ 1,436,896.57	108.9%
Distribution Reserve	<u>\$ 1,500,941.92</u>	<u>\$ 2,594,704.57</u>	57.9%
Total Fund Revenues	\$ 6,933,883.58	\$ 8,340,796.14	83.1%

WATER FUND

BUDGET PICTURE – EXPENSES- UNAUDITED

	Actual	2023Budget	Percent (92%)
Administration	\$ 547,937.83	\$ 578,139.00	94.8%
Personnel Services	\$ 659,402.48	\$ 810,143.27	81.4%
Chemicals - South Plant	\$ 167,465.16	\$ 172,000.00	97.3%
Electricity - South & North Plant	\$ 352,075.39	\$ 401,250.00	87.7%
Plant R&M - South & North	\$ 84,549.44	\$ 124,700.00	67.8%
Other Costs	\$ 211,916.05	\$ 294,130.91	72.1%
Water Distribution	\$ 174,131.90	\$ 252,795.00	68.9%
Unrestricted Transfers	\$ 2,349,632.41	\$ 2,633,348.04	89.2%
Capital Outlay	\$ 1,079,582.87	\$ 1,138,000.00	94.9%
Regional Debt Service/Dist Reserve Expenditures	\$ 1,353,643.46	\$ 1,353,644.57	100.0%
Regional Expenditures	<u>\$ 71,923.83</u>	<u>\$ 540,000.00</u>	<u>13.3%</u>
Total Fund Expenditures	\$ 7,052,260.82	\$ 8,298,150.79	-(277.6)%

BUDGET PICTURE – POOL REVENUES- UNAUDITED

<u>Revenues</u>	Actual	2023 Budget	Percent (92%)
Adults	\$ 10,362.00	\$ 6,500.00	159.0%
Students and Children	\$ 22,175.00	\$ 13,500.00	192.8%
Senior Citizens	\$ 734.00	\$ 600.00	122.3%
Discount Tickets	\$ 5,027.00	\$ 2,500.00	201.1%
Special Groups/Aerobics	\$ 3,685.00	\$ 750.00	486.8%
Parties	\$ 7,250.00	\$ 0	100.%
Lessons	\$ 7,620.00	\$ 5,000.00	152.4%
Pool Donations/Misc	\$ 2,164.11	\$ 0.0	100%
Concessions	\$ 10,033.37	\$ 8,000.00	125.4%
Transfer from Pool Park and Rec Fund	<u>\$ 42,425.07</u>	<u>\$ 46,000.00</u>	<u>92.2%</u>
Total Fund Expenditures	\$ 111,475.55	\$ 82,850.00	133.55%

BUDGET PICTURE – POOL EXPENDITURES- UNAUDITED

<u>Expenditures</u>	Actual	2023 Budget	Percent (92%)
Salaries	\$ 75,995.79	\$ 41,000.00	185.3%
Wage Withholdings	\$ 4,322.38	\$ 4450.00	97.1%
Chemicals	\$ 3,642.71	\$ 5000.00	72.9%
Utilities	\$ 10,065.60	\$ 9180.00	109.6%
Workman's Comp	\$ 2,226.62	\$ 2086.64	106.7%
Hiring Costs	\$ 2,798.13	\$ 500.00	559.6%
Repair and Maint.	\$ 5,896.64	\$ 7,000.00	84.2%
Supplies	\$ 3,165.29	\$ 10,000.00	31.7%
Concessions Purchases	<u>\$ 3,323.44</u>	<u>\$ 3,500.00</u>	95.0%
Total Fund Expenditures	\$ 111,475.55	\$ 82,716.64	133.36%



BUDGET PICTURE – STREETS EXPENDITURES- UNAUDITED

<u>Expenditures</u>	Actual	2023 Budget	Percent (92%)
Culverts	\$ 16,763.97	\$ 4500.00	372.5%
Asphalt Patching	\$ 5,799.95	\$ 12,000.00	47.7%
Gravel	\$ 13,464.51	\$ 12,000.00	112.2%
Street Striping	\$ 5,147.45	\$ 8,500.00	60.6%
Other Street Expense	\$ 5,811.02	\$ 4,500.00	129.1%
ADA Sidewalks	\$ 30,981.00	\$ 35,000.00	88.5%
Sidewalk Improvements	\$ 68,119.64	\$ 34,000.00	200.4%
Major Street Improvements	\$ <u>46,729.77</u>	\$ <u>350,000.00</u>	<u>13.4%</u>
Total Fund Expenditures	\$ 192,817.31	\$ 460,500.00	41.9%



BUDGET PICTURE – STREETS REVENUES- UNAUDITED

<u>Revenues</u>	Actual	2023 Budget	Percent (92%)
Interest	\$ 30,376.43	\$ 2000.00	1518.8%
Sales Tax received	\$ 315,271.34	\$ 250,000.00	126.1%
Use Tax- Automotive	\$ 34,677.01	\$ 25,000.00	138.7%
Use Tax Construction	\$ 9,403.04	\$ 13,000.00	72.3%
Transfer- Inv Cash SIP	\$ 0.00	\$ 179,500.00	0%
Phase I Sidewalk Replacement	\$ 15,107.00	\$ 0.00	<u>100.0%</u>
Total Fund Expenditures	\$ 404,834.82	\$ 469,500.00	86.2%



BUDGET PICTURE – ARPA EXPENDITURES- UNAUDITED

<u>Expenditures'</u>	Actual	2023 Budget	Percent (92%)
ARPA STREETS	\$ 209,019.00	\$ 230,000.00	90.9%
ARPA SIDEWALKS	\$ 0	\$ 75,000.00	0%
ARPA DANGEROUS TREES	\$ 36,500.00	\$ 20,000.00	73.0%
ARPA NON PROFIT	\$ 20,000.00	\$ 50,000.00	100.0%
ARPA ALLEYS	\$ 0	\$ 25,000.00	0%
ARPA CITY MANAGER			
RECRUITMENT CORRECTION	\$ 19,918.77	\$ 30,000.00	66.4%
Total Fund Expenditures	\$ 285,457.77	\$ 480,000.00	59.5%



CITY OF FLORENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>GENERAL PROPERTY TAXES</u>					
01.3110.1000	1,739.41	713,837.82	719,242.00	5,404.18	99.3
01.3110.1100	106.82	1,145.77	500.00	(645.77)	229.2
01.3110.1200	7,942.06	86,845.55	98,000.00	11,154.45	88.6
TOTAL GENERAL PROPERTY TAXES	9,788.29	801,829.14	817,742.00	15,912.86	98.1
<u>GENERAL SALES AND USE TAX</u>					
01.3130.1000	102,309.41	1,261,167.61	1,185,000.00	(76,167.61)	106.4
01.3130.2000	13,124.73	138,711.12	168,000.00	29,288.88	82.6
01.3130.2100	2,252.22	34,956.25	60,000.00	25,043.75	58.3
TOTAL GENERAL SALES AND USE TAX	117,686.36	1,434,834.98	1,413,000.00	(21,834.98)	101.6
<u>GROSS RECEIPT BUSINESS TAX</u>					
01.3160.1000	10,138.21	80,344.50	52,000.00	(28,344.50)	154.5
01.3160.1100	3.50	35.35	600.00	564.65	5.9
01.3160.1200	10,234.32	117,608.05	107,000.00	(10,608.05)	109.9
01.3160.1300	.00	27,095.95	40,000.00	12,904.05	67.7
TOTAL GROSS RECEIPT BUSINESS TAX	20,376.03	225,083.85	199,600.00	(25,483.85)	112.8
<u>INTEREST-DELINQUENT TAXES</u>					
01.3190.2000	103.61	122.34	500.00	377.66	24.5
TOTAL INTEREST-DELINQUENT TAXES	103.61	122.34	500.00	377.66	24.5
<u>LICENSES & PERMITS</u>					
01.3210.1100	3,440.57	55,944.12	60,000.00	4,055.88	93.2
01.3210.1150	550.00	5,000.00	3,800.00	(1,200.00)	131.6
01.3210.1200	2,081.50	22,805.64	29,000.00	6,194.36	78.6
01.3210.1300	1,110.79	13,331.83	15,000.00	1,668.17	88.9
01.3210.1400	.00	410.00	250.00	(160.00)	164.0
TOTAL LICENSES & PERMITS	7,182.86	97,491.59	108,050.00	10,558.41	90.2

CITY OF FLORENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STATE SHARED REVENUES</u>					
01.3350.1000	1,369.73	4,522.51	4,500.00	(22.51)	100.5
01.3350.2000	12,020.95	123,988.66	133,573.00	9,584.34	92.8
01.3350.3000	.00	17,499.93	14,000.00	(3,499.93)	125.0
TOTAL STATE SHARED REVENUES	13,390.68	146,011.10	152,073.00	6,061.90	96.0
<u>FREMONT COUNTY</u>					
01.3370.1000	40.93	16,797.24	17,000.00	202.76	98.8
TOTAL FREMONT COUNTY	40.93	16,797.24	17,000.00	202.76	98.8
<u>UNION HIGHLAND CEMETERY</u>					
01.3460.1000	600.00	12,280.00	8,000.00	(4,280.00)	153.5
01.3460.1100	725.00	15,755.00	10,000.00	(5,755.00)	157.6
01.3460.1200	30.00	1,278.00	500.00	(778.00)	255.6
01.3460.1300	.00	.00	500.00	500.00	.0
TOTAL UNION HIGHLAND CEMETERY	1,355.00	29,313.00	19,000.00	(10,313.00)	154.3
<u>FINES & FORFEITS</u>					
01.3500.1000	2,215.00	29,796.40	85,000.00	55,203.60	35.1
01.3500.1200	428.00	3,019.60	7,000.00	3,980.40	43.1
TOTAL FINES & FORFEITS	2,643.00	32,816.00	92,000.00	59,184.00	35.7

CITY OF FLORENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
01.3600.1000	.00	2,528.29	5,000.00	2,471.71	50.6
01.3600.1010	.00	291.12	.00	(291.12)	.0
01.3600.1300	.00	2,466.17	2,000.00	(466.17)	123.3
01.3600.1350	.00	14,107.21	22,000.00	7,892.79	64.1
01.3600.1360	51.12	746.35	500.00	(246.35)	149.3
01.3600.1600	.00	12,365.34	15,000.00	2,634.66	82.4
01.3600.1700	379.04	4,169.44	4,500.00	330.56	92.7
01.3600.1800	.00	29,725.09	25,000.00	(4,725.09)	118.9
01.3600.1900	.00	3,350.00	5,000.00	1,650.00	67.0
01.3600.3000	.00	.00	2,000.00	2,000.00	.0
01.3600.3800	.00	17,156.00	34,012.00	16,856.00	50.4
01.3600.3850	345.00	7,649.20	10,000.00	2,350.80	76.5
01.3600.3860	.00	500.00	5,000.00	4,500.00	10.0
01.3600.3900	100.00	100.00	1,000.00	900.00	10.0
01.3600.3955	225.00	11,130.07	18,000.00	6,869.93	61.8
01.3600.4300	.00	.00	900.00	900.00	.0
01.3600.4305	75.00	225.00	.00	(225.00)	.0
01.3600.4320	.00	2,315.90	6,300.00	3,984.10	36.8
01.3600.4325	.00	625.00	900.00	275.00	69.4
01.3600.4330	.00	13,970.00	16,296.00	2,326.00	85.7
01.3600.4340	2,100.00	8,110.00	15,000.00	6,890.00	54.1
01.3600.4445	.00	25.00	.00	(25.00)	.0
01.3600.4450	.00	5,223.00	.00	(5,223.00)	.0
01.3600.5000	595.00	6,191.75	15,000.00	8,808.25	41.3
01.3600.5100	.00	40.00	.00	(40.00)	.0
01.3600.6000	.00	1,200.00	3,000.00	1,800.00	40.0
01.3600.8200	.00	.00	10,000.00	10,000.00	.0
TOTAL MISCELLANEOUS REVENUE	3,870.16	144,209.93	216,408.00	72,198.07	66.6
<u>EARNINGS ON INVESTMENTS</u>					
01.3610.1000	27,229.49	265,852.67	7,500.00	(258,352.67)	3544.7
01.3610.1100	90.61	976.42	200.00	(776.42)	488.2
01.3610.1200	.00	88.11	500.00	411.89	17.6
01.3610.2000	(128,738.49)	.00	85,000.00	85,000.00	.0
TOTAL EARNINGS ON INVESTMENTS	(101,418.39)	266,917.20	93,200.00	(173,717.20)	286.4
<u>TRANSFER FROM OTHER FUNDS</u>					
01.3910.3000	29,215.60	313,268.15	350,588.00	37,319.85	89.4
01.3910.4000	10,441.25	114,853.75	125,295.00	10,441.25	91.7
01.3910.4050	5,000.00	55,000.00	60,000.00	5,000.00	91.7
01.3910.4200	5,670.91	62,380.00	68,051.00	5,671.00	91.7
01.3910.6000	3,750.00	41,250.00	45,000.00	3,750.00	91.7
TOTAL TRANSFER FROM OTHER FUNDS	54,077.76	586,751.90	648,934.00	62,182.10	90.4

CITY OF FLORENCE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TOTAL FUND REVENUE	129,096.29	3,782,178.27	3,777,507.00	(4,671.27)	100.1

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MAINTENANCE OF BUILDINGS</u>					
01.4060.1100	.00	275.24	.00	(275.24)	.0
01.4060.1300	350.40	8,846.57	15,247.30	6,400.73	58.0
01.4060.1400	.70	61.10	50.00	(11.10)	122.2
01.4060.1600	21.72	1,893.32	1,190.00	(703.32)	159.1
01.4060.1650	5.08	442.79	225.00	(217.79)	196.8
01.4060.5600	.00	.00	4,000.00	4,000.00	.0
01.4060.8420	7,464.50	14,049.34	8,000.00	(6,049.34)	175.6
01.4060.8430	(50.65)	(50.65)	.00	50.65	.0
01.4060.8510	236.25	3,613.29	4,000.00	386.71	90.3
01.4060.8520	.00	.00	300.00	300.00	.0
01.4060.8530	.00	221.97	5,000.00	4,778.03	4.4
01.4060.8540	.00	594.89	600.00	5.11	99.2
01.4060.8600	16.97	993.99	1,300.00	306.01	76.5
01.4060.8610	149.98	1,377.05	2,100.00	722.95	65.6
01.4060.8620	.00	3,240.27	1,000.00	(2,240.27)	324.0
01.4060.8632	239.37	3,186.96	3,000.00	(186.96)	106.2
01.4060.8635	.00	626.20	700.00	73.80	89.5
01.4060.8650	.00	.00	5,000.00	5,000.00	.0
01.4060.8660	.00	31.31	1,000.00	968.69	3.1
01.4060.8750	975.55	11,052.80	10,000.00	(1,052.80)	110.5
01.4060.8751	2,800.18	47,365.25	43,000.00	(4,365.25)	110.2
01.4060.8752	.00	13.77	150.00	136.23	9.2
01.4060.8753	631.54	1,142.13	1,300.00	157.87	87.9
01.4060.8754	.00	1,681.49	3,000.00	1,318.51	56.1
01.4060.8755	.00	119.00	.00	(119.00)	.0
01.4060.9001	.00	21,762.50	5,306.50	(16,456.00)	410.1
TOTAL MAINTENANCE OF BUILDINGS	12,841.59	122,540.58	115,468.80	(7,071.78)	106.1
<u>GENERAL GOVERNMENT</u>					
01.4110.1100	1,250.00	15,750.00	17,400.00	1,650.00	90.5
01.4110.1600	77.50	976.50	1,100.00	123.50	88.8
01.4110.1650	18.13	228.43	250.00	21.57	91.4
01.4110.1960	.00	132.36	132.38	.02	100.0
01.4110.3500	.00	2,365.60	1,000.00	(1,365.60)	236.6
01.4110.5300	8,733.76	68,895.08	75,940.00	7,044.92	90.7
01.4110.5500	.00	.00	2,500.00	2,500.00	.0
01.4110.5600	200.00	2,120.00	3,000.00	880.00	70.7
01.4110.5700	39.30	601.41	2,000.00	1,398.59	30.1
01.4110.5750	129.93	153.56	.00	(153.56)	.0
01.4110.6500	.00	78.41	2,650.00	2,571.59	3.0
01.4110.6700	5,327.00	130,003.96	150,000.00	19,996.04	86.7
01.4110.6800	.00	101.97	2,400.00	2,298.03	4.3
01.4110.7300	146.08	1,896.40	4,000.00	2,103.60	47.4
01.4110.7310	.00	1,200.00	3,000.00	1,800.00	40.0
01.4110.7315	2,000.00	24,100.00	24,000.00	(100.00)	100.4
TOTAL GENERAL GOVERNMENT	17,921.70	248,603.68	289,372.38	40,768.70	85.9

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>JUDICIAL</u>					
01.4120.1100 SALARIES-JUDICIAL	2,343.60	18,421.77	39,077.38	20,655.61	47.1
01.4120.1150 JUDGE CONTRACT	2,500.00	27,500.00	27,300.00	(200.00)	100.7
01.4120.1400 COLORADO UNEMPLOYMENT	4.68	38.35	120.00	81.65	32.0
01.4120.1600 FICA TAX	290.70	2,741.48	3,100.00	358.52	88.4
01.4120.1650 MEDICARE	68.00	641.26	800.00	158.74	80.2
01.4120.1800 HEALTH INSURANCE	620.83	6,829.17	9,000.00	2,170.83	75.9
01.4120.1950 DEFERRED COMP CONTRIBUTION	70.32	552.73	1,000.00	447.27	55.3
01.4120.1960 WORKMENS COMPENSATION	.00	84.52	84.51	(.01)	100.0
01.4120.3300 ASSOCIATE JUDGE	.00	500.00	375.00	(125.00)	133.3
01.4120.3500 OPERATING SUPPLIES	.00	527.67	1,200.00	672.33	44.0
01.4120.3700 CITY PROSECUTOR	.00	15,566.00	15,000.00	(566.00)	103.8
01.4120.5600 COURT SOFTWARE	510.02	4,508.43	6,500.00	1,991.57	69.4
01.4120.5700 TRAVEL & SEMINARS	(52.00)	71.54	2,500.00	2,428.46	2.9
01.4120.6000 DUES & SUBSCRIPTIONS	.00	50.99	50.00	(.99)	102.0
TOTAL JUDICIAL	6,356.15	78,033.91	106,106.89	28,072.98	73.5
<u>EXECUTIVE</u>					
01.4130.1100 SALARIES-EXECUTIVE	15,923.07	121,652.48	114,000.00	(7,652.48)	106.7
01.4130.1400 COLORADO UNEMPLOYMENT	31.86	247.01	312.00	64.99	79.2
01.4130.1600 FICA TAX	963.36	7,444.09	8,721.00	1,276.91	85.4
01.4130.1650 MEDICARE	225.30	1,740.94	2,000.01	259.07	87.1
01.4130.1800 HEALTH INSURANCE	1,529.54	9,177.24	17,000.00	7,822.76	54.0
01.4130.1950 DEFERRED COMP CONTRIBUTION	.00	973.42	4,620.00	3,646.58	21.1
01.4130.1960 WORKMENS COMPENSATION	.00	142.84	142.85	.01	100.0
01.4130.4500 VEHICLE R&M	.00	13.92	.00	(13.92)	.0
01.4130.5000 TELEPHONE & INTERNET	144.31	940.96	500.00	(440.96)	188.2
01.4130.5700 TRAVEL & SEMINARS	.00	916.33	2,000.00	1,083.67	45.8
01.4130.6000 DUES & MEMBERSHIPS	307.50	1,065.00	500.00	(565.00)	213.0
TOTAL EXECUTIVE	19,124.94	144,314.23	149,795.86	5,481.63	96.3

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATIVE</u>					
01.4150.1100 SALARIES-ADMINISTRATIVE	18,494.40	161,350.05	201,323.99	39,973.94	80.1
01.4150.1400 COLORADO UNEMPLOYMENT	36.99	331.34	600.00	268.66	55.2
01.4150.1600 FICA TAX	1,100.08	9,513.42	11,000.00	1,486.58	86.5
01.4150.1650 MEDICARE	257.27	2,224.84	2,510.00	285.16	88.6
01.4150.1800 HEALTH INSURANCE	819.41	9,016.71	21,000.00	11,983.29	42.9
01.4150.1950 DEFERRED COMP CONTRIBUTION	554.82	4,438.56	7,300.00	2,861.44	60.8
01.4150.1960 WORKMENS COMPENSATION	.00	358.44	477.91	119.47	75.0
01.4150.2200 CPA SERVICES	.00	.00	2,000.00	2,000.00	.0
01.4150.2300 HR SERVICES	316.81	8,601.75	15,000.00	6,398.25	57.4
01.4150.3000 SUPPLIES	286.19	11,322.47	10,000.00	(1,322.47)	113.2
01.4150.3100 POSTAGE	24.61	684.03	5,000.00	4,315.97	13.7
01.4150.3500 LEASE-COMPUTER	670.63	3,909.50	4,450.00	540.50	87.9
01.4150.3700 LEASE-COPIER	330.00	2,386.32	3,000.00	613.68	79.5
01.4150.4500 MAINT-EQUIPMENT	.00	956.94	1,500.00	543.06	63.8
01.4150.4550 MAINTENANCE-ELECTRONICS	.00	.00	2,100.00	2,100.00	.0
01.4150.5000 TELEPHONE	1,028.98	6,336.25	6,000.00	(336.25)	105.6
01.4150.5050 COMMUNICATIONS	.00	2,867.04	10,500.00	7,632.96	27.3
01.4150.5500 AUDIT	.00	5,216.00	5,500.00	284.00	94.8
01.4150.5600 SOFTWARE & TRAINING	3,151.63	28,226.40	20,000.00	(8,226.40)	141.1
01.4150.5650 SOFTWARE TRAINING	500.00	1,150.32	2,000.00	849.68	57.5
01.4150.5700 OFFICE EQUIPMENT	.00	22.97	500.00	477.03	4.6
01.4150.5750 TRAVEL & SEMINARS	.00	3,845.64	2,500.00	(1,345.64)	153.8
01.4150.5800 EDUCATION	.00	70.00	2,000.00	1,930.00	3.5
01.4150.5900 DUES & MEMBERSHIPS	1,262.63	2,529.70	2,000.00	(529.70)	126.5
01.4150.6500 MISCELLANEOUS GENERAL GOVT	16.00	23.20	500.00	476.80	4.6
01.4150.6600 COMPUTER CYBERSECURITY	.00	5,109.94	6,528.00	1,418.06	78.3
TOTAL ADMINISTRATIVE	28,850.45	270,491.83	345,289.90	74,798.07	78.3

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY-POLICE</u>					
01.4210.1100 SALARIES-POLICE	69,176.93	548,175.50	512,589.21	(35,586.29)	106.9
01.4210.1150 ADMINISTRATIVE WAGES	13,696.10	100,654.20	130,139.67	29,485.47	77.3
01.4210.1200 SALARIES-OVERTIME	616.36	7,278.80	20,000.00	12,721.20	36.4
01.4210.1300 SALARIES-PART TIME	4,895.40	32,137.79	72,044.58	39,906.79	44.6
01.4210.1400 COLORADO UNEMPLOYMENT	177.96	1,795.00	5,000.00	3,205.00	35.9
01.4210.1600 FICA TAX	1,644.18	12,313.23	9,700.00	(2,613.23)	126.9
01.4210.1650 MEDICARE	1,233.98	9,448.31	12,000.00	2,551.69	78.7
01.4210.1800 HEALTH INSURANCE	9,662.49	108,242.17	128,000.00	19,757.83	84.6
01.4210.1900 POLICE PENSION	5,185.38	42,515.68	60,000.00	17,484.32	70.9
01.4210.1950 DEFERRED COMP CONTRIBUTION	654.90	5,461.47	5,500.00	38.53	99.3
01.4210.1960 WORKMENS COMPENSATION	.00	23,578.90	21,579.89	(1,999.01)	109.3
01.4210.1970 FPPA-DISABILITY	1,788.29	14,668.15	17,500.00	2,831.85	83.8
01.4210.2000 UNIFORM ALLOWANCE	103.53	5,198.91	6,000.00	801.09	86.7
01.4210.2500 PSYCH/PHYSICAL EXAM	.00	4,799.92	1,500.00	(3,299.92)	320.0
01.4210.3000 BLOOD ALCOHOLS/LAB/HOSPITAL	.00	207.24	1,000.00	792.76	20.7
01.4210.3100 SUPPLIES	543.36	15,893.55	15,000.00	(893.55)	106.0
01.4210.3150 AMMUNITION	.00	565.19	800.00	234.81	70.7
01.4210.3510 CODE ENFORCEMENT	.00	.00	1,000.00	1,000.00	.0
01.4210.4000 GASOLINE & OIL	3,872.19	39,345.68	50,000.00	10,654.32	78.7
01.4210.4500 MAINTENANCE-OFFICE EQUIP	.00	639.08	1,000.00	360.92	63.9
01.4210.4550 MAINTENANCE-COMPUTERS	.00	1,439.71	2,000.00	560.29	72.0
01.4210.4600 VEHICLE R&M	365.43	27,044.73	15,000.00	(12,044.73)	180.3
01.4210.4650 MAINTENANCE-TELEPHONES	.00	.00	1,000.00	1,000.00	.0
01.4210.4700 RADIO EQUIP R&M	.00	.00	500.00	500.00	.0
01.4210.5000 TELEPHONE	7,480.52	53,561.00	30,000.00	(23,561.00)	178.5
01.4210.5050 COMMUNICATIONS-CABLE	7,143.96	73,759.05	57,000.00	(16,759.05)	129.4
01.4210.5700 TRAVEL & SEMINARS	.00	28.19	500.00	471.81	5.6
01.4210.6000 DUES & MEMBERSHIPS	.00	590.77	5,000.00	4,409.23	11.8
01.4210.6050 POLICE POLICIES	.00	5,185.98	.00	(5,185.98)	.0
01.4210.6600 POLICE CYBERSECURITY	.00	11,282.68	9,792.00	(1,490.68)	115.2
01.4210.7410 TRAINING	(151.15)	2,009.56	5,000.00	2,990.44	40.2
01.4210.7420 TOWING EXPENSE	.00	2,836.98	1,000.00	(1,836.98)	283.7
01.4210.7500 EQUIPMENT-POLICE	.00	2,539.79	.00	(2,539.79)	.0
01.4210.8200 POLICE NEW EQUIPMENT	.00	18,116.15	15,000.00	(3,116.15)	120.8
TOTAL PUBLIC SAFETY-POLICE	128,089.81	1,171,313.36	1,212,145.35	40,831.99	96.6
<u>PUBLIC SAFETY-DISPATCH</u>					
01.4230.5200 CRCA CONTRIBUTION MATCH	.00	221,785.60	221,785.58	(.02)	100.0
TOTAL PUBLIC SAFETY-DISPATCH	.00	221,785.60	221,785.58	(.02)	100.0

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS-STREETS</u>					
01.4310.1100	34,232.42	328,731.70	395,299.01	66,567.31	83.2
01.4310.1200	576.83	1,711.63	1,000.00	(711.63)	171.2
01.4310.1400	69.61	1,041.93	2,500.00	1,458.07	41.7
01.4310.1600	2,031.02	18,988.35	20,600.00	1,611.65	92.2
01.4310.1650	475.00	4,440.93	5,200.00	759.07	85.4
01.4310.1800	6,437.01	79,237.15	89,807.00	10,569.85	88.2
01.4310.1950	1,007.18	9,309.67	16,000.00	6,690.33	58.2
01.4310.1960	.00	23,438.20	22,283.66	(1,154.54)	105.2
01.4310.2000	823.04	5,812.73	8,000.00	2,187.27	72.7
01.4310.3500	2,472.34	7,627.34	10,000.00	2,372.66	76.3
01.4310.4000	2,651.73	25,341.41	40,000.00	14,658.59	63.4
01.4310.4500	743.58	29,254.07	25,000.00	(4,254.07)	117.0
01.4310.4550	510.63	3,090.51	3,500.00	409.49	88.3
01.4310.5000	1,368.95	8,947.77	15,000.00	6,052.23	59.7
01.4310.7410	.00	1,458.40	1,500.00	41.60	97.2
01.4310.7540	3,006.78	34,127.66	34,000.00	(127.66)	100.4
01.4310.7550	.00	1,883.29	2,800.00	916.71	67.3
01.4310.7565	1,293.14	2,489.55	3,500.00	1,010.45	71.1
01.4310.7571	.00	4,600.00	10,000.00	5,400.00	46.0
01.4310.7581	.00	.00	5,000.00	5,000.00	.0
01.4310.7590	.00	36,358.58	34,645.00	(1,713.58)	105.0
01.4310.7595	741.47	1,334.28	1,500.00	165.72	89.0
01.4310.7600	.00	1,308.47	.00	(1,308.47)	.0
TOTAL PUBLIC WORKS-STREETS	58,440.73	630,533.62	747,134.67	116,601.05	84.4
<u>PUBLIC WORKS-REFUSE COLLECTION</u>					
01.4320.4100	.00	19,039.62	20,000.00	960.38	95.2
01.4320.4300	.00	34.00	6,000.00	5,966.00	.6
TOTAL PUBLIC WORKS-REFUSE COLLECTION	.00	19,073.62	26,000.00	6,926.38	73.4

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PLANNING</u>					
01.4400.1100 SALARIES-FULL TIME	11,912.64	101,678.21	148,865.15	47,186.94	68.3
01.4400.1400 COLORADO UNEMPLOYMENT	23.83	209.37	600.00	390.63	34.9
01.4400.1600 FICA TAX	733.89	6,189.89	9,350.00	3,160.11	66.2
01.4400.1650 MEDICARE	171.62	1,447.64	3,000.00	1,552.36	48.3
01.4400.1800 HEALTH INSURANCE	304.56	3,358.00	28,000.00	24,642.00	12.0
01.4400.1950 DEFERRED COMP CONTRIBUTION	249.12	1,493.81	5,000.00	3,506.19	29.9
01.4400.1960 WORKMENS COMPENSATION	.00	439.00	439.02	.02	100.0
01.4400.3500 OPERATING SUPPLIES	109.45	1,532.92	1,500.00	(32.92)	102.2
01.4400.4000 GASOLINE	.00	.00	500.00	500.00	.0
01.4400.4300 NEW EQUIPMENT	.00	.00	700.00	700.00	.0
01.4400.4500 VEHICLE R&M	.00	.00	200.00	200.00	.0
01.4400.4550 MAINTENANCE- ELECTRONICS	.00	4,085.02	2,000.00	(2,085.02)	204.3
01.4400.5000 TELEPHONE	239.99	1,512.38	1,000.00	(512.38)	151.2
01.4400.5700 TRAVEL & SEMINARS	.00	191.31	2,000.00	1,808.69	9.6
01.4400.6000 DUES & MEMBERSHIPS	.00	145.00	1,500.00	1,355.00	9.7
01.4400.8500 TRAINING/EDUCATION	.00	.00	500.00	500.00	.0
01.4400.7400 PROFESSIONAL SERVICES	2,255.00	3,598.62	50,000.00	46,401.38	7.2
01.4400.7500 SUBDIVISION/ZONING REGS	.00	.00	2,000.00	2,000.00	.0
TOTAL PLANNING	16,000.10	125,881.17	257,154.17	131,273.00	49.0
<u>HEALTH & WELFARE</u>					
01.4410.7610 BLDG INSPECTOR SUPPLIES	.00	.00	200.00	200.00	.0
01.4410.7650 PEST CONTROL	.00	11,899.40	14,000.00	2,100.60	85.0
TOTAL HEALTH & WELFARE	.00	11,899.40	14,200.00	2,300.60	83.8

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UNION HIGHLAND CEMETERY</u>					
01.4420.1100 SALARIES-CEMETERY	4,166.41	66,480.24	71,419.65	4,939.41	93.1
01.4420.1200 SALARIES-OVERTIME	(154.26)	606.16	.00	(606.16)	.0
01.4420.1400 COLORADO UNEMPLOYMENT	8.46	211.56	600.00	388.44	35.3
01.4420.1600 FICA TAX	262.39	4,024.81	3,000.00	(1,024.81)	134.2
01.4420.1650 MEDICARE	61.36	941.24	700.00	(241.24)	134.5
01.4420.1800 HEALTH INSURANCE	.00	11,285.02	13,000.00	1,714.98	86.8
01.4420.1950 DEFERRED COMP CONTRIBUTION	126.96	930.48	.00	(930.48)	.0
01.4420.1960 WORKMENS COMPENSATION	.00	4,212.92	4,212.92	.00	100.0
01.4420.2000 UNIFORMS	492.54	2,040.07	1,800.00	(240.07)	113.3
01.4420.3500 SUPPLIES & MAINTENANCE	163.00	6,053.31	4,000.00	(2,053.31)	151.3
01.4420.4000 GASOLINE & OIL	508.81	5,314.46	5,000.00	(314.46)	106.3
01.4420.4500 R&M EQUIPMENT	406.41	6,126.54	2,200.00	(3,926.54)	278.5
01.4420.5000 TELEPHONE	.00	46.42	1,000.00	953.58	4.6
01.4420.7700 ELEC-SPRINKLER SYSTEM	24.43	246.05	500.00	253.95	49.2
01.4420.7710 GRAVEL	.00	.00	4,000.00	4,000.00	.0
01.4420.7720 FERTILIZER & SEED	.00	3,127.08	3,000.00	(127.08)	104.2
01.4420.7740 TREES	.00	1,349.88	1,500.00	150.12	90.0
01.4420.7750 SPRINKLING SYSTEM	54.45	2,339.80	800.00	(1,539.80)	292.5
01.4420.7760 TRANSFER-PERPETUAL CARE	338.75	7,343.25	6,000.00	(1,343.25)	122.4
01.4420.7765 TRANSFER CEMETERY CONSTRUCTION	338.75	7,343.25	6,000.00	(1,343.25)	122.4
 TOTAL UNION HIGHLAND CEMETERY	 6,798.46	 130,022.54	 128,732.57	 (1,289.97)	 101.0

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS & TREES</u>					
01.4520.1100 SALARIES-PARKS	4,509.60	39,562.81	45,633.29	6,070.48	86.7
01.4520.1200 SALARIES-OVERTIME	211.39	380.50	.00	(380.50)	.0
01.4520.1400 COLORADO UNEMPLOYMENT	9.44	95.11	300.00	204.89	31.7
01.4520.1600 FICA TAX	283.48	2,375.06	2,700.00	324.94	88.0
01.4520.1650 MEDICARE	66.30	555.50	800.00	244.50	69.4
01.4520.1800 HEALTH INSURANCE	597.17	6,572.07	6,835.00	262.93	96.2
01.4520.1950 DEFERRED COMP	.00	.00	500.00	500.00	.0
01.4520.1960 WORKMENS COMPENSATION	.00	839.16	839.14	(.02)	100.0
01.4520.3500 SUPPLIES	.00	2,790.60	3,200.00	409.40	87.2
01.4520.3600 MOUNTAIN PARK MAINTENANCE	.00	459.92	1,200.00	740.08	38.3
01.4520.3700 REPAIRS AND MAINTENANCE	.00	891.42	4,000.00	3,108.58	22.3
01.4520.3800 R & M-SPRINKLER	.00	632.69	4,500.00	3,867.31	14.1
01.4520.3900 GAS & OIL	475.69	4,055.77	2,500.00	(1,555.77)	162.2
01.4520.4500 REPAIRS & MAINT-EQUIPMENT	108.04	1,099.80	2,500.00	1,400.20	44.0
01.4520.4550 MAINTENANCE - SKATEBOARD PARK	.00	.00	250.00	250.00	.0
01.4520.4560 MAINTENANCE - RIVER PARK	.00	.00	1,250.00	1,250.00	.0
01.4520.4580 OPERATIONS - MOUNTAIN PARK	.00	14.53	500.00	485.47	2.9
01.4520.4581 OPERATIONS - PIONEER PARK	.00	.00	1,000.00	1,000.00	.0
01.4520.4583 OPERATIONS - SKATEBOARD PARK	75.00	750.00	500.00	(250.00)	150.0
01.4520.4584 OPERATIONS - QUARTZ PARK	.00	10.57	100.00	89.43	10.6
01.4520.4585 OPERATIONS - WILCOX PARK	.00	33.59	2,000.00	1,966.41	1.7
01.4520.5000 OPERATIONS-LIONS PARK	82.50	825.00	2,900.00	2,075.00	28.5
01.4520.7720 FERTILIZER/WEED KILLER	1,049.00	2,253.81	2,500.00	246.19	90.2
01.4520.7810 TREES	.00	.00	2,500.00	2,500.00	.0
01.4520.7830 ELECTRICITY	315.87	3,428.36	4,000.00	571.64	85.7
01.4520.7835 SEWER-PARKS	.00	.00	200.00	200.00	.0
01.4520.7840 GRAVEL	.00	.00	1,800.00	1,800.00	.0
01.4520.7850 NEW EQUIPMENT	.00	155.65	.00	(155.65)	.0
TOTAL PARKS & TREES	7,783.48	67,781.92	95,007.43	27,225.51	71.3
<u>OTHER EXPENDITURES</u>					
01.4600.8030 FOURTH OF JULY	.00	21,091.13	22,000.00	908.87	95.9
01.4600.8040 FREMONT COUNTY HUMANE SHELTER	.00	12,973.00	12,973.00	.00	100.0
01.4600.8065 GOLD BELT TOUR	500.00	500.00	.00	(500.00)	.0
01.4600.8090 TREASURER FEE	40.28	14,801.40	15,000.00	198.60	98.7
01.4600.8100 COMMUNITY OUTREACH	1,756.82	3,083.25	1,500.00	(1,583.25)	205.6
01.4600.8114 TRANSFER-RECREATION FUND	(53.11)	508.35	500.00	(8.35)	101.7
TOTAL OTHER EXPENDITURES	2,243.99	52,957.13	51,973.00	(984.13)	101.9
TOTAL FUND EXPENDITURES	304,451.40	3,295,232.59	3,760,166.60	464,934.01	87.6
NET REVENUE OVER EXPENDITURES	(175,355.11)	486,945.68	17,340.40	(469,605.28)	2808.2

CITY OF FLORENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>METERED WATER</u>					
02.3410.1050	METERED WATER	(37,444.09)	1,206,051.09	1,290,000.00	83,948.91 93.5
02.3410.2000	METERED OVER 5000 GALLONS	118,855.65	1,151,901.29	1,350,000.00	198,098.71 85.3
	TOTAL METERED WATER	81,411.56	2,357,952.38	2,640,000.00	282,047.62 89.3
<u>DEBT RETIREMENT</u>					
02.3420.1050	DEBT RETIREMENT	71,266.14	1,086,006.72	1,353,645.00	267,638.28 80.2
	TOTAL DEBT RETIREMENT	71,266.14	1,086,006.72	1,353,645.00	267,638.28 80.2
<u>WATER TAP FEES</u>					
02.3430.2000	WATER TAP FEES-49%	3,292.80	66,866.24	60,000.00	(6,866.24) 111.4
	TOTAL WATER TAP FEES	3,292.80	66,866.24	60,000.00	(6,866.24) 111.4
<u>OTHER INCOME</u>					
02.3440.1050	METER INSTALLATION FEES	1,880.00	41,232.86	50,000.00	8,767.14 82.5
02.3440.1060	HYDRANT METER RENTAL/DEPOSITS	.00	.00	500.00	500.00 .0
02.3440.1100	WATER TURN ON FEES	10.00	495.34	500.00	4.66 99.1
02.3440.1110	DECLARATION OF NONUSE FEE	.00	10.00	100.00	90.00 10.0
02.3440.1200	BULK WATER SALES	7,128.18	116,834.27	175,000.00	58,165.73 66.8
02.3440.1275	RAW BULK WATER	.00	.00	250.00	250.00 .0
02.3440.1300	MISCELLANOUS REVENUES	.00	50,187.39	10,000.00	(40,187.39) 501.9
02.3440.1500	DELINQUENT PAY ASSESSMENTS	130,907.06	130,907.06	.00	(130,907.06) .0
02.3440.1600	GOLF COURSE-UNTRTD IRRG WTR	13,498.67	13,498.67	13,000.00	(498.67) 103.8
02.3440.1800	MTN CABIN UTILITIES	100.00	1,100.00	1,200.00	100.00 91.7
	TOTAL OTHER INCOME	153,523.91	354,265.59	250,550.00	(103,715.59) 141.4
<u>UNRESTRICTED INTEREST</u>					
02.3450.1000	INTEREST INCOME	105.87	2,447.22	5,000.00	2,552.78 48.9
	TOTAL UNRESTRICTED INTEREST	105.87	2,447.22	5,000.00	2,552.78 48.9

CITY OF FLORENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REGIONAL INCOME</u>					
02.3560.1000	REGIONAL INTEREST INCOME	25,226.32	243,684.93	20,000.00 (223,684.93) 1218.4
02.3560.1050	TAPS - FLORENCE 51%	3,427.20	113,073.73	67,200.00 (45,873.73) 168.3
02.3560.2000	TAPS-COAL CREEK 51%	.00	14,280.00	2,856.00 (11,424.00) 500.0
02.3560.3000	TAPS-WILLIAMSBURG 51%	.00	15,525.15	17,136.00	1,610.85 90.6
02.3560.3500	TAPS-ROCKVALE 51%	.00	.00	30,000.00	30,000.00 .0
02.3560.6350	DEBT COLLECTIONS - 2003B	8,333.33	758,339.66	900,007.57	141,667.91 84.3
02.3560.6400	DEBT COLLECTIONS-2009	75,252.55	158,585.82	100,000.00 (58,585.82) 158.6
02.3560.6426	DEBT COLLECTION 2021AB	31,058.09	261,914.22	299,697.00	37,782.78 87.4
	TOTAL REGIONAL INCOME	143,297.49	1,565,403.51	1,436,896.57 (128,506.94) 108.9
<u>DISTRIBUTION RESERVE REVENUE</u>					
02.3660.1000	INTEREST RECD - DIST RESERVE	5,577.76	107,684.87	25,000.00 (82,684.87) 430.7
02.3660.6100	TRANSFER - UNRESTRICTED	360,211.41	1,393,257.05	2,569,704.57	1,176,447.52 54.2
	TOTAL DISTRIBUTION RESERVE REVENUE	365,789.17	1,500,941.92	2,594,704.57	1,093,762.65 57.9
	TOTAL FUND REVENUE	818,686.94	6,933,883.58	8,340,796.14	1,406,912.56 83.1

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
02.4150.1000	29,215.60	313,268.15	350,588.00	37,319.85	89.4
02.4150.1100	5,000.00	55,000.00	60,000.00	5,000.00	91.7
02.4150.3000	.00	844.76	2,000.00	1,155.24	42.2
02.4150.3100	.00	15,289.93	10,000.00	(5,289.93)	152.9
02.4150.3700	23.30	254.23	500.00	245.77	50.9
02.4150.4200	5,670.91	62,380.00	68,051.00	5,671.00	91.7
02.4150.4500	.00	.00	500.00	500.00	.0
02.4150.4600	.00	.00	1,000.00	1,000.00	.0
02.4150.5000	2,216.83	14,831.98	15,000.00	168.02	98.9
02.4150.5500	.00	5,216.00	8,000.00	2,784.00	65.2
02.4150.5550	1,089.30	10,734.64	10,000.00	(734.64)	107.4
02.4150.5600	4,808.15	46,256.30	30,000.00	(16,256.30)	154.2
02.4150.5650	.00	.00	1,000.00	1,000.00	.0
02.4150.6000	1,162.00	2,631.97	2,500.00	(131.97)	105.3
02.4150.6600	6,574.33	20,734.87	15,000.00	(5,734.87)	138.2
02.4150.7300	.00	495.00	4,000.00	3,505.00	12.4
TOTAL ADMINISTRATION	55,760.42	547,937.83	578,139.00	30,201.17	94.8
<u>PERSONNEL SERVICES</u>					
02.4330.1000	12,890.16	76,202.25	174,536.22	98,333.97	43.7
02.4330.1100	56,074.36	428,067.10	437,641.96	9,574.86	97.8
02.4330.1200	486.91	3,231.69	3,000.00	(231.69)	107.7
02.4330.1400	138.90	1,202.38	2,035.00	832.62	59.1
02.4330.1600	4,136.73	29,812.97	32,000.00	2,187.03	93.2
02.4330.1650	967.45	6,972.22	8,005.00	1,032.78	87.1
02.4330.1800	9,596.97	92,335.40	120,000.00	27,664.60	77.0
02.4330.1950	1,521.89	10,902.82	20,000.00	9,097.18	54.5
02.4330.1960	.00	8,425.08	8,425.09	.01	100.0
02.4330.2000	610.87	2,250.57	4,000.00	1,749.43	56.3
02.4330.2050	.00	.00	500.00	500.00	.0
TOTAL PERSONNEL SERVICES	86,424.24	659,402.48	810,143.27	150,740.79	81.4
<u>CHEMICALS-NORTH PLANT</u>					
02.4340.7520	1,325.00	1,325.00	.00	(1,325.00)	.0
TOTAL CHEMICALS-NORTH PLANT	1,325.00	1,325.00	.00	(1,325.00)	.0
<u>CHEMICALS-SOUTH PLANT</u>					
02.4345.8510	7,106.24	57,964.96	64,000.00	6,035.04	90.6
02.4345.8540	.00	108,175.20	108,000.00	(175.20)	100.2
TOTAL CHEMICALS-SOUTH PLANT	7,106.24	166,140.16	172,000.00	5,859.84	96.6

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ELECTRICITY-NORTH PLANT</u>					
02.4350.7600	4,974.65	64,554.04	78,000.00	13,445.96	82.8
02.4350.7620	215.74	3,624.33	10,000.00	6,375.67	36.2
02.4350.7640	11,298.09	123,817.30	150,000.00	26,182.70	82.5
02.4350.7650	1,432.05	15,880.80	24,000.00	8,119.20	66.2
02.4350.7660	1,022.54	12,393.05	15,000.00	2,606.95	82.6
TOTAL ELECTRICITY-NORTH PLANT	18,943.07	220,269.52	277,000.00	56,730.48	79.5
<u>ELECTRICITY-SOUTH PLANT</u>					
02.4355.7650	18.90	198.89	500.00	301.11	39.8
02.4355.7660	13.67	168.89	500.00	331.11	33.8
02.4355.7670	209.48	3,488.89	5,000.00	1,511.11	69.8
02.4355.7675	9,618.41	122,026.53	110,000.00	(12,026.53)	110.9
02.4355.7680	13.66	135.59	200.00	64.41	67.8
02.4355.7690	88.70	1,826.10	6,000.00	4,173.90	30.4
02.4355.7692	.00	.00	250.00	250.00	.0
02.4355.7693	110.56	3,960.98	1,000.00	(2,960.98)	396.1
02.4355.7694	.00	.00	800.00	800.00	.0
TOTAL ELECTRICITY-SOUTH PLANT	10,073.38	131,805.87	124,250.00	(7,555.87)	106.1
<u>PLANT R&M-NORTH PLANT</u>					
02.4360.7710	.00	8,403.99	5,000.00	(3,403.99)	168.1
02.4360.7731	107.04	14,043.71	12,000.00	(2,043.71)	117.0
02.4360.7999	.00	118.90	.00	(118.90)	.0
02.4360.8000	1,400.00	1,823.55	8,000.00	6,176.45	22.8
TOTAL PLANT R&M-NORTH PLANT	1,507.04	24,390.15	25,000.00	609.85	97.6
<u>PLANT R&M SOUTH PLANT</u>					
02.4365.8720	.00	.00	2,000.00	2,000.00	.0
02.4365.8760	2,301.96	39,893.52	45,000.00	5,106.48	88.7
02.4365.8781	28.19	589.41	10,000.00	9,410.59	5.9
02.4365.8790	2,214.43	17,261.42	30,000.00	12,738.58	57.5
02.4365.8840	325.00	2,325.00	2,000.00	(325.00)	116.3
02.4365.8850	.00	.00	700.00	700.00	.0
02.4365.9999	.00	89.94	10,000.00	9,910.06	.9
TOTAL PLANT R&M SOUTH PLANT	4,869.58	60,159.29	99,700.00	39,540.71	60.3

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER COSTS</u>					
02.4370.6700	.00	76,095.94	75,190.29	(905.65)	101.2
02.4370.7700	.00	.00	4,000.00	4,000.00	.0
02.4370.7711	.00	29.98	3,000.00	2,970.02	1.0
02.4370.7800	390.00	2,824.26	7,000.00	4,175.74	40.4
02.4370.7805	400.00	4,400.00	7,200.00	2,800.00	61.1
02.4370.7810	294.67	9,727.84	8,000.00	(1,727.84)	121.6
02.4370.7835	.00	477.96	5,000.00	4,522.04	9.6
02.4370.7845	105.11	1,654.90	3,500.00	1,845.10	47.3
02.4370.7850	890.12	9,129.83	20,000.00	10,870.17	45.7
02.4370.7851	.00	2,979.71	7,500.00	4,520.29	39.7
02.4370.7855	.00	2,519.95	5,000.00	2,480.05	50.4
02.4370.7860	.00	1,355.00	.00	(1,355.00)	.0
02.4370.7861	1,188.93	10,861.76	15,000.00	4,138.24	72.4
02.4370.7870	.00	80.00	.00	(80.00)	.0
02.4370.7875	.00	22,209.81	20,000.00	(2,209.81)	111.1
02.4370.7879	.00	6,330.48	5,740.62	(589.86)	110.3
02.4370.7888	.00	.00	4,000.00	4,000.00	.0
02.4370.7890	8,413.37	55,917.08	100,000.00	44,082.92	55.9
02.4370.7900	.00	5,321.55	4,000.00	(1,321.55)	133.0
TOTAL OTHER COSTS	11,682.20	211,916.05	294,130.91	82,214.86	72.1
<u>WATER DISTRIBUTION</u>					
02.4380.1000	10,441.25	114,853.75	125,295.00	10,441.25	91.7
02.4380.7900	.00	1,669.99	20,000.00	18,330.01	8.4
02.4380.7910	.00	.00	3,000.00	3,000.00	.0
02.4380.7920	.00	3,853.90	10,000.00	6,146.10	38.5
02.4380.7930	.00	16,691.71	15,000.00	(1,691.71)	111.3
02.4380.7940	165.92	12,026.36	15,000.00	2,973.64	80.2
02.4380.7950	925.97	8,909.55	20,000.00	11,090.45	44.6
02.4380.7970	.00	.00	3,500.00	3,500.00	.0
02.4380.7980	.00	.00	5,000.00	5,000.00	.0
02.4380.7990	.00	11,459.69	15,000.00	3,540.31	76.4
02.4380.8080	.00	.00	14,000.00	14,000.00	.0
02.4380.8090	629.55	4,666.95	7,000.00	2,333.05	66.7
TOTAL WATER DISTRIBUTION	12,162.69	174,131.90	252,795.00	78,663.10	68.9
<u>UNRESTRICTED TRANSFERS</u>					
02.4580.2000	118,855.65	1,151,901.29	1,279,704.57	127,803.28	90.0
02.4580.3500	114,643.97	1,197,731.12	1,353,643.47	155,912.35	88.5
TOTAL UNRESTRICTED TRANSFERS	233,499.62	2,349,632.41	2,633,348.04	283,715.63	89.2

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
02.4950.9015	.00	.00	10,000.00	10,000.00	.0
02.4950.9019	.00	423.68	8,000.00	7,576.32	5.3
02.4950.9020	.00	1,404.55	3,000.00	1,595.45	46.8
02.4950.9028	.00	.00	60,000.00	60,000.00	.0
02.4950.9030	.00	.00	6,000.00	6,000.00	.0
02.4950.9043	618,561.75	936,005.85	750,000.00	(186,005.85)	124.8
02.4950.9045	.00	.00	20,000.00	20,000.00	.0
02.4950.9046	.00	.00	12,000.00	12,000.00	.0
02.4950.9060	24,981.24	110,974.50	142,000.00	31,025.50	78.2
02.4950.9062	.00	1,906.87	2,000.00	93.13	95.3
02.4950.9063	.00	8,776.15	10,000.00	1,223.85	87.8
02.4950.9070	.00	75.00	20,000.00	19,925.00	.4
02.4950.9071	.00	20,016.27	50,000.00	29,983.73	40.0
02.4950.9999	.00	.00	45,000.00	45,000.00	.0
TOTAL CAPITAL OUTLAY	643,542.99	1,079,582.87	1,138,000.00	58,417.13	94.9
<u>REGIONAL DEBT SERVICE</u>					
02.6700.8588	137,254.00	244,508.00	244,508.00	.00	100.0
02.6700.8589	49,094.50	55,189.00	55,189.00	.00	100.0
02.6700.8590	50,000.00	100,000.00	100,000.00	.00	100.0
02.6700.8595	451,515.31	900,007.56	900,007.57	.01	100.0
TOTAL REGIONAL DEBT SERVICE	687,863.81	1,299,704.56	1,299,704.57	.01	100.0
<u>REGIONAL EXPENDITURES</u>					
02.6960.9520	.00	71,923.83	540,000.00	468,076.17	13.3
TOTAL REGIONAL EXPENDITURES	.00	71,923.83	540,000.00	468,076.17	13.3
<u>DIST RESERVE EXPEND</u>					
02.7700.8595	26,969.45	53,938.90	53,940.00	1.10	100.0
TOTAL DIST RESERVE EXPEND	26,969.45	53,938.90	53,940.00	1.10	100.0
TOTAL FUND EXPENDITURES	1,801,729.73	7,052,260.82	8,298,150.79	1,245,889.97	85.0
NET REVENUE OVER EXPENDITURES	(983,042.79)	(118,377.24)	42,645.35	161,022.59	(277.6)

CITY OF FLORENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

SWIMMING POOL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
04.3415.1000 ADULTS	.00	10,362.00	6,500.00	(3,862.00)	159.4
04.3415.1100 STUDENTS	.00	22,175.00	11,500.00	(10,675.00)	192.8
04.3415.1200 SENIOR CITIZENS	.00	734.00	600.00	(134.00)	122.3
04.3415.1300 DISCOUNT TICKETS	.00	5,027.00	2,500.00	(2,527.00)	201.1
04.3415.1500 SPECIAL GROUPS	.00	2,790.00	150.00	(2,640.00)	1860.0
04.3415.1800 PARTIES	.00	7,250.00	.00	(7,250.00)	.0
04.3415.1900 LESSONS	.00	7,620.00	5,000.00	(2,620.00)	152.4
04.3415.2000 CHILDREN	.00	.00	2,000.00	2,000.00	.0
04.3415.2100 POOL DONATIONS	.00	1,000.00	.00	(1,000.00)	.0
04.3415.2200 CONCESSIONS	.00	10,033.37	8,000.00	(2,033.37)	125.4
04.3415.2300 MISCELLANEOUS	.00	1,164.11	.00	(1,164.11)	.0
04.3415.2400 AEROBICS	.00	895.00	600.00	(295.00)	149.2
TOTAL REVENUE	.00	69,050.48	36,850.00	(32,200.48)	187.4
<u>TRANSFERS</u>					
04.3910.5200 TRANSFER - POOL, PARK, & REC	854.91	42,425.07	46,000.00	3,574.93	92.2
TOTAL TRANSFERS	854.91	42,425.07	46,000.00	3,574.93	92.2
TOTAL FUND REVENUE	854.91	111,475.55	82,850.00	(28,625.55)	134.6

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

SWIMMING POOL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
04.4415.1100 SALARIES	.00	53,667.73	.00	(53,667.73)	.0
04.4415.1200 SALARIES-OVERTIME	.00	912.27	.00	(912.27)	.0
04.4415.1300 SALARIES-PART TIME	.00	21,415.79	41,000.00	19,584.21	52.2
04.4415.1400 COLORADO UNEMPLOYMENT	.00	146.91	450.00	303.09	32.7
04.4415.1600 FICA TAX	.00	3,384.02	3,000.00	(384.02)	112.8
04.4415.1650 MEDICARE	.00	791.45	1,000.00	208.55	79.2
04.4415.1700 CHEMICALS	.00	3,642.71	5,000.00	1,357.29	72.9
04.4415.1800 ELECTRICITY	25.48	4,489.34	4,500.00	10.66	99.8
04.4415.1900 NATURAL GAS	52.46	2,495.80	2,400.00	(95.80)	104.0
04.4415.1960 WORKMENS COMPENSATION	.00	2,226.62	2,086.64	(139.98)	106.7
04.4415.1970 HIRING COSTS	.00	2,798.13	500.00	(2,298.13)	559.6
04.4415.2000 TELEPHONE	738.02	1,717.88	1,680.00	(37.88)	102.3
04.4415.2100 SEWER	.00	1,362.58	600.00	(762.58)	227.1
04.4415.2200 REPAIRS & MAINTENANCE	14.97	5,911.61	7,000.00	1,088.39	84.5
04.4415.2300 SUPPLIES	23.98	3,189.27	10,000.00	6,810.73	31.9
04.4415.2400 CONCESSION PURCHASES	.00	3,323.44	3,500.00	176.56	95.0
TOTAL EXPENDITURES	854.91	111,475.55	82,716.64	(28,758.91)	134.8
TOTAL FUND EXPENDITURES	854.91	111,475.55	82,716.64	(28,758.91)	134.8
NET REVENUE OVER EXPENDITURES	.00	.00	133.36	133.36	.0

CITY OF FLORENCE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

EQUIPMENT REPLACEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MISC. REVENUE</u>					
05.3610.1000 INTEREST INCOME	75.94	819.12	100.00	(719.12)	819.1
TOTAL MISC. REVENUE	75.94	819.12	100.00	(719.12)	819.1
TOTAL FUND REVENUE	75.94	819.12	100.00	(719.12)	819.1
NET REVENUE OVER EXPENDITURES	75.94	819.12	100.00	(719.12)	819.1

CITY OF FLORENCE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

CONSERVATION TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
06.3610.1000 INTEREST INCOME	346.55	6,043.22	500.00	(5,543.22)	1208.6
TOTAL REVENUE	346.55	6,043.22	500.00	(5,543.22)	1208.6
<u>COLORADO LOTTERY PROCEEDS</u>					
06.3660.1100 COLORADO LOTTERY PROCEEDS	.00	39,079.65	45,000.00	5,920.35	86.8
TOTAL COLORADO LOTTERY PROCEEDS	.00	39,079.65	45,000.00	5,920.35	86.8
TOTAL FUND REVENUE	346.55	45,122.87	45,500.00	377.13	99.2

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

CONSERVATION TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFERS</u>						
06.4900.8101	TRANSFER-GENERAL FUND	3,750.00	41,250.00	45,000.00	3,750.00	91.7
	TOTAL TRANSFERS	3,750.00	41,250.00	45,000.00	3,750.00	91.7
	TOTAL FUND EXPENDITURES	3,750.00	41,250.00	45,000.00	3,750.00	91.7
	NET REVENUE OVER EXPENDITURES	(3,403.45)	3,872.87	500.00	(3,372.87)	774.6

CITY OF FLORENCE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

CAPITAL IMPROVEMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
07.3610.1000 INTEREST INCOME	1,203.93	11,638.88	100.00	(11,538.88)	11638.
07.3610.1025 TRANSFER-INTEREST ON LOANS	.00	4,587.09	5,269.96	682.87	87.0
07.3610.1030 ARPA COLTRUST INV TRANSFER	(241,355.76)	238,644.24	480,000.00	241,355.76	49.7
TOTAL REVENUE	(240,151.83)	254,870.21	485,369.96	230,499.75	52.5
<u>LOAN RECEIVED</u>					
07.3770.1400 REPAYMENT-SWEEPER-NEW	.00	31,771.49	.00	(31,771.49)	.0
TOTAL LOAN RECEIVED	.00	31,771.49	.00	(31,771.49)	.0
TOTAL FUND REVENUE	(240,151.83)	286,641.70	485,369.96	198,728.26	59.1

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

CAPITAL IMPROVEMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPARTMENT 5770</u>					
07.5770.1000	.00	209,019.00	230,000.00	20,981.00	90.9
07.5770.2000	.00	.00	75,000.00	75,000.00	.0
07.5770.3000	.00	36,500.00	50,000.00	13,500.00	73.0
07.5770.4000	.00	20,000.00	20,000.00	.00	100.0
07.5770.5000	.00	.00	50,000.00	50,000.00	.0
07.5770.6000	.00	.00	25,000.00	25,000.00	.0
07.5770.7000	.00	19,918.77	30,000.00	10,081.23	66.4
TOTAL DEPARTMENT 5770	.00	285,437.77	480,000.00	194,562.23	59.5
TOTAL FUND EXPENDITURES	.00	285,437.77	480,000.00	194,562.23	59.5
NET REVENUE OVER EXPENDITURES	(240,151.83)	1,203.93	5,369.96	4,166.03	22.4

CITY OF FLORENCE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

COMMUNITY PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MISC. REVENUE</u>					
08.3610.1000 INTEREST INCOME	222.44	2,425.91	200.00	(2,225.91)	1213.0
TOTAL MISC. REVENUE	222.44	2,425.91	200.00	(2,225.91)	1213.0
TOTAL FUND REVENUE	222.44	2,425.91	200.00	(2,225.91)	1213.0
NET REVENUE OVER EXPENDITURES	222.44	2,425.91	200.00	(2,225.91)	1213.0

CITY OF FLORENCE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

PERPETUAL CARE RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
09.3610.1100 INTEREST INC	1,377.09	14,671.82	1,000.00	(13,671.82)	1467.2
09.3610.1500 TRANF GF-PERPETUAL CARE	338.75	7,343.25	6,000.00	(1,343.25)	122.4
TOTAL REVENUE	<u>1,715.84</u>	<u>22,015.07</u>	<u>7,000.00</u>	<u>(15,015.07)</u>	<u>314.5</u>
TOTAL FUND REVENUE	<u>1,715.84</u>	<u>22,015.07</u>	<u>7,000.00</u>	<u>(15,015.07)</u>	<u>314.5</u>
NET REVENUE OVER EXPENDITURES	<u>1,715.84</u>	<u>22,015.07</u>	<u>7,000.00</u>	<u>(15,015.07)</u>	<u>314.5</u>

CITY OF FLORENCE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

CEMETERY CONSTRUCTION FUND

<u>REVENUE</u>	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
12.3610.1110 INTEREST INCOME - CAP CONSTR	328.46	3,362.49	200.00	(3,162.49)	1681.3
12.3610.1200 DONATIONS	4,948.83	4,948.83	.00	(4,948.83)	.0
12.3610.1400 CAPITAL CONSTRUCTION TRANSFER	338.75	7,343.25	.00	(7,343.25)	.0
TOTAL REVENUE	5,616.04	15,654.57	200.00	(15,454.57)	7827.3
TOTAL FUND REVENUE	5,616.04	15,654.57	200.00	(15,454.57)	7827.3

CITY OF FLORENCE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

CEMETERY CONSTRUCTION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
12.4970.1125 CEMETERY IMPROVEMENTS	.00	1,575.00	.00	(1,575.00)	.0
TOTAL EXPENDITURES	.00	1,575.00	.00	(1,575.00)	.0
TOTAL FUND EXPENDITURES	.00	1,575.00	.00	(1,575.00)	.0
NET REVENUE OVER EXPENDITURES	5,616.04	14,079.57	200.00	(13,879.57)	7039.8

CITY OF FLORENCE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

POOL, PARK, & RECREATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
13.3610.1100 INTEREST EARNED	4,648.35	28,514.58	2,500.00	(26,014.58)	1140.6
TOTAL SOURCE 3610	4,648.35	28,514.58	2,500.00	(26,014.58)	1140.6
TOTAL FUND REVENUE	4,648.35	28,514.58	2,500.00	(26,014.58)	1140.6

CITY OF FLORENCE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

POOL, PARK, & RECREATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFERS</u>					
13.4380.1100 SWIMMING POOL TRANSFERS	854.91	42,425.07	46,000.00	3,574.93	92.2
13.4380.1200 TRANSFER - CAPITAL PROJECTS	.00	.00	43,500.00	43,500.00	.0
TOTAL TRANSFERS	854.91	42,425.07	89,500.00	47,074.93	47.4
TOTAL FUND EXPENDITURES	854.91	42,425.07	89,500.00	47,074.93	47.4
NET REVENUE OVER EXPENDITURES	3,793.44	(13,910.49)	(87,000.00)	(73,089.51)	(16.0)

CITY OF FLORENCE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

RECREATION PROGRAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
14.3610.1600 TRANSFER-GENERAL FUND	.00	561.46	500.00	(61.46)	112.3
TOTAL REVENUE	.00	561.46	500.00	(61.46)	112.3
TOTAL FUND REVENUE	.00	561.46	500.00	(61.46)	112.3

CITY OF FLORENCE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

RECREATION PROGRAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
14.4660.2600 ELEC-WILCOX PARK	106.22	667.68	500.00	(167.68)	133.5
TOTAL EXPENDITURES	106.22	667.68	500.00	(167.68)	133.5
TOTAL FUND EXPENDITURES	106.22	667.68	500.00	(167.68)	133.5
NET REVENUE OVER EXPENDITURES	(106.22)	(106.22)	.00	106.22	.0

CITY OF FLORENCE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

CAPITAL PROJECT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EARNINGS ON INVESTMENTS</u>						
15.3610.1000	INTEREST EARNED	1.99	21.49	.00	(21.49)	.0
	TOTAL EARNINGS ON INVESTMENTS	1.99	21.49	.00	(21.49)	.0
	TOTAL FUND REVENUE	1.99	21.49	.00	(21.49)	.0
	NET REVENUE OVER EXPENDITURES	1.99	21.49	.00	(21.49)	.0

CITY OF FLORENCE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

BOND SERIES 2013 PROJECTS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
16.3010.1000 INTEREST INCOME	.00	367.75	200.00	(167.75)	183.9
TOTAL REVENUE	.00	367.75	200.00	(167.75)	183.9
TOTAL FUND REVENUE	.00	367.75	200.00	(167.75)	183.9
NET REVENUE OVER EXPENDITURES	.00	367.75	200.00	(167.75)	183.9

CITY OF FLORENCE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

STREET IMPROVEMENT PROJECTS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SOURCE 3010</u>					
17.3010.1000 INTEREST -STREET IMPROVEMENT	1,415.06	30,376.43	2,000.00	(28,376.43)	1518.8
17.3010.2000 TRANSFER- INV CASH STREET IMP	.00	.00	179,500.00	179,500.00	.0
17.3010.7572 PHASE I SIDEWALK REPLACEMENT	.00	15,107.00	.00	(15,107.00)	.0
TOTAL SOURCE 3010	1,415.06	45,483.43	181,500.00	136,016.57	25.1
<u>SOURCE 3710</u>					
17.3710.1100 SALES TAX RECEIVED	25,577.35	315,271.34	250,000.00	(65,271.34)	126.1
17.3710.2000 USE TAX - AUTOMOTIVE	3,281.18	34,677.01	25,000.00	(9,677.01)	138.7
17.3710.2100 USE TAX - CONSTRUCTION	563.05	9,403.04	13,000.00	3,596.96	72.3
TOTAL SOURCE 3710	29,421.58	359,351.39	288,000.00	(71,351.39)	124.8
TOTAL FUND REVENUE	30,836.64	404,834.82	469,500.00	64,665.18	86.2

CITY OF FLORENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

STREET IMPROVEMENT PROJECTS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
17.4310.7510 CULVERTS	974.40	16,763.97	4,500.00	(12,263.97)	372.5
17.4310.7520 ASPHALT PATCHING	74.90	5,799.95	12,000.00	6,200.05	48.3
17.4310.7530 GRAVEL	.00	13,464.51	12,000.00	(1,464.51)	112.2
17.4310.7545 STREET STRIPING	.00	5,147.45	8,500.00	3,352.55	60.6
17.4310.7565 OTHER STREET EXPENSE	625.36	5,811.02	4,500.00	(1,311.02)	129.1
17.4310.7570 ADA SIDEWALK IMPROVEMENTS	.00	30,981.00	35,000.00	4,019.00	88.5
17.4310.7572 SIDEWALK IMPROVEMENTS	.00	68,119.64	34,000.00	(34,119.64)	200.4
17.4310.7573 MAJOR STREET IMPROVEMENTS	.00	46,729.77	350,000.00	303,270.23	13.4
TOTAL DEPARTMENT 4310	1,674.66	192,817.31	460,500.00	267,682.69	41.9
TOTAL FUND EXPENDITURES	1,674.66	192,817.31	460,500.00	267,682.69	41.9
NET REVENUE OVER EXPENDITURES	29,161.98	212,017.51	9,000.00	(203,017.51)	2355.8