



**FLORENCE CITY COUNCIL**  
**Regular Meeting Minutes**  
**Monday, March 3, 2025, 6:30 PM**

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

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

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

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

**2) ROLL CALL:**

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

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

**3) PUBLIC COMMENTS**

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

Kevin Mahmalji- PO Box 19

Reported details on the May 6, 2025, election for the Florence Fire Protection District.

**4) CONSENT AGENDA**

- a) Consider approving the minutes as written for the Regular City Council Meeting on February 18, 2025
- b) Consider approving City expenditures prepared on February 20, 2025, in the amount of \$20,108.90 and February 28, 2025, in the amount of \$119,990.03
- c) Consider approving the Temporary Use Permit for the Florence Brewing Company
- d) Consider approving the temporary Modification of Premises for the Florence Brewing Company

Councilor Stone requested item 4c be removed from the Consent Agenda.

Councilor Mergelman requested item 4c and 4d be removed from the Consent Agenda.

Councilor MacKinnon requested item 4a be removed from the Consent Agenda.

Councilor Vanhoutan motioned to approve the Consent Agenda, excluding items 4a, 4c, and 4d. Councilor Stone seconded. With the Councilmembers voting in favor of the motion, the motion carried.

Councilor Mergelman motioned to approve the Consent Agenda item 4a. Councilor Gardner seconded. Councilor MacKinnon abstained. With the Councilmembers voting in favor of the motion, the motion carried.

Councilor Stone requested a written Emergency Event Plan from the Florence Brewing Company's Temporary Use Permit.

Councilor Mergelman requested Consent Agenda items 4c and 4d modify the July 4, 2025, street closure times to remain open until noon for additional parade parking opportunities.

The Florence Brewing Company representatives expressed event set up and accessibility complexities with a later street closure over the July 4 holiday.

City Council members discussed parking impacts and event accessibility concerns regarding the brewery's July 4 street closure.

Councilor MacKinnon motioned to approve the Consent Agenda item 4c, contingent on receiving an emergency event plan. Councilor Vanhoutan seconded. With the Councilmembers voting in favor of the motion, the motion carried.

Councilor Vanhoutan motioned to approve the Consent Agenda item 4d, as written. Councilor MacKinnon seconded. Councilor Mergelman opposed. With the Councilmembers voting in favor of the motion, the motion carried.

## **5) NEW BUSINESS**

- a) Consider adopting an Ordinance amending Section 2.04.050(C), Term of Office – Commencement of Term of Chapter 2.04, City Council of the Florence, Colorado Municipal Code

City Manager Amy Nasta elaborated on the City Council Rules and Procedures and Title 2 code revisions. She explained some complexity with the City's regular elections and the seating of newly elected city councilmembers. To ensure consistency and continuity with the revisions and State statutes, the council was presented with two options: (1) Add language specifying the Mayor is to be seated following the survey of election results while the balance of the Council is to be seated in January, as Council has changed the seating with Ordinance 1-2025; or (2) Revert the language to seat all Councilmembers, including the Mayor, following the certification of election results.

City Attorney Dan Findlay envisioned that the meeting to elect a mayor pro tem would be a nominal action or interim appointment until the potential finalized January seating of all newly elected city councilmembers.

Councilor Stone voiced preference for a January seating of councilmembers to allow for more training with staff and other educational opportunities.

Councilor Mergelman voiced the potential effects to the budgetary approval process for both scenarios.

Councilor MacKinnon suggested tabling to allow for more consideration.

Motion to adopt Ordinance No. 2-2025, an Ordinance amending Section 2.04.050(C), Term of Office – Commencement of Term of Chapter 2.04, City Council of the Florence, Colorado Municipal Code, and amending or repealing all ordinances or regulations not in conformity herewith.: Councilor Stone  
Seconded by: Councilor Vanhoutan  
6 Ayes

Motion passed: 6 – 0

- b) Consider adopting an Ordinance amending Florence, Colorado Municipal Code Chapter 2.04.010, City Council – City Council Rules of Procedure

City Manager Nasta explained the item modifies the City Council Rules and Procedures to reflect updated and accurate information from the Title 2 revisions and City Council input.

Mayor Wolfe voiced appreciation for the Conduct of City Council and the clear definition of roles and expectations.

City Attorney Findlay reminded Council this was considered a “living document” to allow for input and changes at their discretion.

Motion to adopt Ordinance No. 3-2025, an ordinance amending Florence, Colorado Municipal Code Chapter 2.04.010, City Council – City Council Rules of Procedure: Councilor MacKinnon  
Seconded by: Councilor Gardner

6 Ayes

Motion passed: 6 – 0

- c) Consider adopting a Resolution providing for the adoption of the Fifth Addendum of the Agreement on Water Fees of the Regional Water Agreement

City Manager Amy Nasta presented the 5th Addendum to Agreement on Water Fees and its intent to improve the cash in lieu of shares process. This addendum provides more procedures, provisions, and guard rails to ensure sustainability and efficiency for all entities moving forward. The addendum revisions would allow for more responsible use of the cash in lieu of share program.

Mayor Wolfe inquired about how the cash in lieu of shares program looks financially.

Motion to Adopt Resolution 1-2025, a Resolution providing for the adoption of the Fifth Addendum of the Agreement on Water Fees of the Regional Water Agreement by the City of Florence, Colorado.: Councilor Mergelman

Seconded by: Councilor Stone

6 Ayes

Motion passed: 6 – 0

## 6) COUNCIL REPORTS

- a) City Council Reports

Councilor Vanhoutan reported on the Florence Junior/Senior High School’s Jazz Band concert and Mardi Gras event. He thanked the band boosters, parents, and community members who supported the event.

Councilor Mergelman attended FEDC and the Florence Farmers market meeting.

Councilor MacKinnon attended the Historic Preservation meeting and elaborated on the upcoming historical designation plaques being designed by FJSHS.

Mayor Wolfe attended Senior Center Coffee Chat, Florence Chamber of Commerce Business After Hours, Fremont County Commissioner’s Board meeting, Regional Water Board, and

Emergent Campus' Tech Night Out. He also reported on the Black Hills Energy Rate Case and how Florence's testimony to the Public Utility Commission has aided in the efforts.

b) City Manager Reports

City Manager Nasta extended the Master Plan's request for proposal project deadline. The 2024 year-end Outside Agency Funding Program process would take place before the April 7, 2025, City Council meeting, and the 2025 application would come available shortly after. The North Pikes Peak Project was in its final phase, and Public Works was attempting to mitigate the 7<sup>th</sup> Street deterioration. City Manager Nasta also noted the residential Main Street trash accumulation issue was being managed by code enforcement.

City Attorney Findlay reminded City Council the Black Hills Energy Rate Case was not final, and there was still potential for minor changes or an appeal process. He was pleased to hear Florence's testimony factored into the decision making.

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

Pursuant to C.R.S. §24-6-402(4)(b), an executive session for the purpose of conferencing with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions pertaining to any item listed on the agenda herein and/or any related discussion that may arise thereto. Such executive session may be entered into at any time or at any point on the agenda, if necessary and with the requisite Council approval.

8) **ADJOURNMENT:** Adjournment until the next regular City Council Meeting  
Monday, March 3, 2025

Councilor Stone motioned to adjourn the meeting. Councilor Gardner seconded. With all of the Councilmembers voting in favor of the motion, the motion carried.  
Mayor Wolfe adjourned the City Council Meeting at 7:24 p.m.

CITY OF FLORENCE, CO

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

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