



**FLORENCE CITY COUNCIL**  
**Regular Meeting Minutes**  
**Monday, June 1, 2026, 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 6:31 p.m. with the Pledge of Allegiance.

**2) ROLL CALL:**

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

**OTHERS PRESENT:** City Clerk Cortlyne Huppe, City Manager Lori Cobler, Public Works Director Sam Elstun, Planning Director Ashley Fox, Finance Manager Brandi Sheets, 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).

Joen Elliott- Florence Chamber  
Announced the upcoming June Tunes event at Pioneer Park.

**4) CONSENT AGENDA**

- a) Consider approving the minutes as written for the Regular City Council Meeting on May 18, 2026
- b) Consider approving City expenditures prepared on May 20, 2026, in the amount of \$232,937.04 and May 28, 2026, in the amount of \$31,055.74
- c) Consider awarding a contract to Community Planning Strategies for the Comprehensive Zoning and Subdivision Regulations Update
- d) Consider moving the City's Certificates of Deposit (CDs) held at Bank of San Juans into the COLO Trust account

Councilor MacKinnon removed item 4a from the Consent Agenda.

Councilor Mergelman motioned to approve the Consent Agenda items 4b, 4c, and 4d. Councilor Gardner seconded. With the Councilmembers voting in favor of the motion, the motion carried.

Councilor Stone 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

**5) OLD BUSINESS**

- a) Consider approving the second reading of Ordinance No. 3 - 2026, an Ordinance amending sections of Chapter 5 of the Florence Municipal Code relating to Contractors Licensing

City Clerk Cortlyne Huppe explained the proposed code revisions. The revisions would condense contractors licensing, tree trimmers licensing, and trash haulers licensing into one section of code.

Councilor Stiefel motioned to adopt the second reading of Ordinance No. 3-2026, an Ordinance amending sections of Chapter 5 of the Florence Municipal Code relating to Contractors Licensing.  
Seconded by: Councilor Mergelman

6 Ayes

Motion Passed: 6 - 0

## 6) **NEW BUSINESS**

- a) Consider adopting Ordinance No. 4-2026, an Ordinance adopting a comprehensive citywide fee schedule system within the Florence Municipal Code.

City Clerk Huppe explained this Ordinance allows the City to follow and establish a fee schedule system.

Councilor Mergelman confirmed no fees have been modified.

Councilor Gardner motioned to adopt the first reading of Ordinance No. 4-2026, an Ordinance amending the Florence Municipal Code to establish a consolidated, citywide fee schedule system.  
Seconded by: Councilor Mergelman

6 Ayes

Motion Passed: 6 - 0

- b) Consider adopting Resolution No. 7-2026, a resolution adopting the initial phase of the consolidated, citywide fee schedule by implementing and adjusting certain fees set forth within the fee schedule.

City Clerk Huppe explained this Resolution is an initial example of the citywide fee schedule. The fees on this variation are contractors licensing, CORA, and Special Event Liquor Applications.

Councilor MacKinnon motioned to approve Resolution No. 7-2026, a resolution adopting certain licensing and administrative fees as set forth in the consolidated citywide fee schedule framework.  
Seconded by: Councilor Stiefel

6 Ayes

Motion Passed: 6 - 0

## 7) **COUNCIL REPORTS**

- a) City Council Reports

Councilor Gardner appreciated City Hall's 150/250 decorations.

Councilor Stone announced the upcoming Business After Hours, and new business ribbon cutting.

Councilor MacKinnon attended Historic Preservation Committee and announced the upcoming Tavern Talk at the Florence Brewing Company.

Councilor Mergelman announced the Farmer's Market 19<sup>th</sup> annual event and that the Florence pool was open. He attended FEDC and CML District 13 Spring event.

Mayor Wolfe attended Senior Coffee Chat, CML District 13 Spring event, and the Amrize community luncheon.

b) City Manager Reports

City Manager Lori Cobler announced the pool and Pioneer Park bathroom project progress. Finance Manager Brandi Sheets was working on a pollinator garden at the Florence River Park, a Building Inspector had been hired, and the City's podcast was coming soon. She elaborated on the bulk station updates to better mirror the drought plan, the importance of calling dispatch outside of office hours, weed enforcement, and the 2027 budget calendar.

Finance Manager Sheets presented the City's current revenue data.

City Attorney reminded City Council of the City Manager's upcoming performance review.

City Clerk Huppe announced swim lesson registration was opening soon, and the Clerk Department's new intern.

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

Pursuant to C.R.S. § 24-6-402(4)(a) for the purpose of discussing the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; and C.R.S. § 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators regarding the property located at 231 West Main Street, Florence and 621 North Pikes Peak Avenue, Florence

Councilor Stiefel motioned to enter into executive session at 7:05 p.m., pursuant to C.R.S. § 24-6-402(4)(a) for the purpose of discussing the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; and C.R.S. § 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators regarding the property located at 231 West Main Street, Florence and 621 North Pikes Peak Avenue, Florence

Seconded by: Councilor Gardner

6 Ayes

Motion Passed: 6 – 0

Attendees of the executive session were the City Council, the City Attorney, the City Manager, the Planning Director, and the City Clerk. The executive session adjourned at 7:32 p.m.

Mayor Wolfe stated the City Council instructs Staff and City Attorney to pursue negotiations regarding the above listed properties.

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 regular City Council Meeting Monday, June 15, 2026.

Councilor Mergelman 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 7:32 p.m.

CITY OF FLORENCE, CO

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

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