



**FLORENCE CITY COUNCIL**  
**Regular Meeting Minutes**  
**Monday, June 2, 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	Present
Councilwoman Stone	Present
Councilman Mergelman	Present
Councilwoman Gardner	Present
Councilwoman MacKinnon	Absent

**OTHERS PRESENT:** City Clerk Cortlyne Huppe, City Manager Amy Nasta, 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 Muhmalji- PO Box 19, Coal Creek  
Expressed discontent over the City's transparency.

**4) CONSENT AGENDA**

- a) Consider approving the minutes as written for the Regular City Council Meeting on May 19, 2025
- b) Consider approving City expenditures prepared on May 22, 2025, in the amount of \$60,430.72
- c) Consider approving the annual liquor license renewal for Big D's Superfoods
- d) Consider authorizing the Mayor to sign a letter of support on behalf of the City Council for the HolcimUS Grant Application to the US Department of Energy Point Source Carbon Capture Large-Scale Projects

Mayor Wolfe requested item 4d be removed from the Consent Agenda.

Councilor Stone motioned to approve the Consent Agenda, excluding item 4d. Councilor Mergelman seconded. With the Councilmembers voting in favor of the motion, the motion carried.

City Manager Amy Nasta stated this item was removed from the agenda by Holcim's request.

Councilor Vanhoutan motioned to table Consent Agenda item 4d. Councilor Gardner seconded. With the Councilmembers voting in favor of the motion, the motion carried.

**5) OLD BUSINESS**

- a) Consider adopting the second reading of Ordinance No. 5-2025, an Ordinance creating a new base salary structure for the City of Florence, Colorado, based on position classification

City Manager Nasta stated this is the required second reading of the position classification Ordinance.

Motion to adopt the second reading of Ordinance No. 5-2025, an Ordinance creating a new base salary structure for the City of Florence, Colorado, based on position classifications: Councilor Stone

Seconded by: Councilor Mergelman

6 Ayes

Motion passed: 6 – 0

**6) NEW BUSINESS**

- a) Award funding under the City of Florence's Outside Agency Funding Requests Program for 2025

Mayor Wolfe thanked all of the entities for participating in the program and explained the funding allocation process from the 5 p.m. City Council workshop.

Award the Florence Arts Council funding in the amount of \$2,800 under the City of Florence's Outside Agency Funding Requests Program: Councilor Stone

Seconded by: Councilor Gardner

6 Ayes

Motion passed: 6 – 0

Award the Florence Chamber of Commerce funding in the amount of \$2,600 under the City of Florence's Outside Agency Funding Requests Program: Councilor Stiefel

Seconded by: Councilor Stone

6 Ayes

Motion passed: 6 – 0

Award Florence Historical Archives, Inc. funding in the amount of \$750 under the City of Florence's Outside Agency Funding Requests Program: Councilor Vanhoutan

Seconded by: Councilor Stone

6 Ayes

Motion passed: 6 – 0

Award Florence Merchants Association funding in the amount of \$3,600 under the City of Florence's Outside Agency Funding Requests Program: Councilor Stone

Seconded by: Councilor Gardner

6 Ayes

Motion passed: 6 – 0

Award Florence Pioneer Museum and Research Center funding in the amount of \$2,000 under the City of Florence's Outside Agency Funding Requests Program: Councilor Stiefel

Seconded by: Councilor Mergelman

6 Ayes

Motion passed: 6 – 0

Award Florence Senior Community Center funding in the amount of \$2,400 under the City of Florence's Outside Agency Funding Requests Program: Councilor Mergelman

Seconded by: Councilor Vanhoutan  
6 Ayes  
Motion passed: 6 – 0

Award Fremont County Crime Stoppers funding in the amount of \$900 under the City of Florence's Outside Agency Funding Requests Program: Councilor Stone  
Seconded by: Councilor Gardner  
6 Ayes  
Motion passed: 6 – 0

Award JJ's Helping Paws funding in the amount of \$1,500 under the City of Florence's Outside Agency Funding Requests Program: Councilor Stiefel  
Seconded by: Councilor Mergelman  
6 Ayes  
Motion passed: 6 – 0

Award Miller-Kito American Legion Post 25 funding in the amount of \$1,000 under the City of Florence's Outside Agency Funding Requests Program: Councilor Stone  
Seconded by: Councilor Gardner  
6 Ayes  
Motion passed: 6 – 0

Award Nature's Educators funding in the amount of \$750 under the City of Florence's Outside Agency Funding Requests Program: Councilor Stone  
Seconded by: Councilor Mergelman Vanhoutan  
6 Ayes  
Motion passed: 6 – 0

Award Pioneer Day Board funding in the amount of \$1,700 under the City of Florence's Outside Agency Funding Requests Program: Councilor Stiefel  
Seconded by: Councilor Vanhoutan  
6 Ayes  
Motion passed: 6 – 0

- b) Consider adopting a Resolution amending the ARPA Tree Maintenance Program for the City of Florence, Colorado, to include guidelines on tree replacement and replanting locations

City Manager Nasta explained this Resolution provides an amendment to the original ARPA Tree Maintenance Program. It outlines details on the replanting of trees removed from the APRPA program. She also confirmed detailed record keeping would be utilized for the program.

Motion to adopt Resolution No. 6-2025, a Resolution amending the ARPA Tree Maintenance Program for the City of Florence, Colorado, to include guidelines on tree replacement and replanting locations: Councilor Gardner  
Seconded by: Councilor Stone  
6 Ayes  
Motion passed: 6 – 0

**7) COUNCIL REPORTS**  
a) City Council Reports

Councilor Vanhoutan attended the federal prison's community outreach meeting.

Councilor Mergelman attended FEDC, business after hours, and announced the Florence farmer's market would open on Thursday.

Councilor Gardner thanked the city crew for their work on Union Highland Cemetery.

Councilor Stone attended business after hours and expressed excitement over the 2025 pool season.

Mayor Wolfe reminded the City Council that they are sponsoring the band for the July 4<sup>th</sup> festival, and announced bike to work day. He attended the noxious weeds meeting, prison community outreach meeting, and business after hours. He also announced the upcoming CDOT open house meeting for the Highway 115 project, and Coal Creek's new playground grand opening.

b) City Manager Reports

City Manager Nasta was working on the City's upcoming master plan project and made a small update to the quarterly tree report.

City Clerk Cortlyne Huppe elaborated on details for the City's July 4<sup>th</sup> Festival and 2025 pool season.

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

Pursuant to C.R.S. Section 24-6-402(4)(f), discussion of a personnel issue, specifically the City Manager's performance review and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.

Councilor Stiefel motioned to enter executive session at 6:55 p.m., C.R.S. Section 24-6-402(4)(f), discussion of a personnel issue, specifically the City Manager's performance review and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.

Seconded by: Councilor Vanhoutan

6 Ayes

Motion Passed: 6 - 0

Attendees of the executive session were the City Council, the City Attorney, and the City Manager. The executive session adjourned at 8:13 p.m.

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  
Monday, June 16, 2025

Councilor Stiefel motioned to adjourn the meeting. Councilor Stone seconded. With all of the Councilmembers voting in favor of the motion, the motion carried.  
Mayor Wolfe adjourned the City Council Meeting at 8:14 p.m.

CITY OF FLORENCE, CO

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

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