



**FLORENCE CITY COUNCIL**  
**Regular Meeting Minutes**  
**Monday, July 15, 2024, 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	Present

**OTHERS PRESENT:** City Clerk Cortlyne Huppe, City Manager Amy Nasta, and City Attorney Dan Findlay.

**3) PRESENTATIONS**

- a) Presentations from applicants for 2024 Outside Agency Funding Program
  - Florence Architectural and Cultural Traditions
  - Florence Arts Council
  - Florence Chamber of Commerce
  - Florence Historical Archives, Inc.
  - Florence Merchants’ Association
  - Florence Pioneer Museum and Research Center
  - Florence Senior Community Center
  - JJs Helping Paws
  - Miller-Kitto American Legion Post 25
  - Nature’s Educators
  - Pioneer Day Board

City Manager Amy Nasta elaborated on the Outside Agency Funding Program, and explained that the application finalists were required to give a presentation before the City Council in order to qualify for funding. For 2024 funding the City received 11 applications, and all met the minimum 20 points required for qualification. Funding disbursement would be discussed at the City Council’s workshop at 5 PM on August 5, 2024, prior to a formal vote at the 6:30 PM City Council meeting. The workshop would also allow discussion and improvements to the application process.

City Attorney Dan Findlay reiterated the City Council will vote individually on each entity, allowing opportunity for the City Councilmembers to recuse themselves from potential conflict of interest. There has been no pecuniary interest for any of the members; therefore, recusal is not mandatory.

The above outside agency applicants gave presentations for the City of Florence's 2024 Outside Agency Funding Program.

**4) PUBLIC COMMENTS**

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

There was no public comment.

**5) CONSENT AGENDA**

- a) Consider approving the minutes as written for the Regular City Council Meeting on July 1, 2024
- b) Consider approving City expenditures prepared on July 4, 2024, in the amount of \$4,100.47, and July 11, 2024, in the amount of \$92,362.83
- c) Consider approving the annual liquor license renewal for the Green Parrot Lounge
- d) Consider approving Outside Water Tap
- e) Consider ratifying the purchase of one hundred fifty (150) sections of crowd control barricade

Mayor Wolfe requested item 5e be removed from the Consent Agenda.

Councilor Stone motioned to approve the Consent Agenda, excluding item 5e. Councilor Mergelman seconded. With the Councilmembers voting in favor of the motion, the motion carried.

City Manager Amy Nasta noted a minor purchasing policy violation. The City's new crowd control barricades were expected to be around \$13,948.80, but when expedited shipping was added to the order it amounted to \$16,435.00, which surpassed the City Manager's \$15,000 spending authority. Per the Purchasing Policy, when a violation has occurred the City Manager makes a report to the City Council. This purchase falls under the "Emergency Purchase" section which states, "An emergency purchase is a purchase made when a lack thereof would threaten the health or safety of any person, public or private."

Councilor Stiefel motioned to ratify the purchase of one hundred fifty (150) sections eight and one half feet (8.5') sections of yellow steel crowd control barricades with flat bases, including expedited shipping, from Epic Solutions in the amount \$16,435.00. Councilor MacKinnon seconded. With the Councilmembers voting in favor of the motion, the motion carried.

**6) OLD BUSINESS**

- a) Consider approving the second reading of Ordinance No. 8 – 2024: An Ordinance approving re-zoning of lots 17 through 20, Block L of the United Oil Company's Mesa Subdivision from I – 1 Light Industrial Zone District to R-1 Low Density Residential Zone District

City Manager Amy Nasta stated this is the statutorily required second reading of Ordinance No. 8- 2024. The first reading was passed at the July 1, 2024, City Council meeting.

Motion to approve the second reading of Ordinance No. 8 – 2024: An Ordinance approving re-zoning of lots 17 through 20, Block L of the United Oil Company's Mesa Subdivision from I – 1 Light Industrial Zone District to R-1 Low Density Residential Zone District: Councilor Stone  
Seconded by: Councilor MacKinnon

7 Ayes

Motion passed: 7 – 0

7) **COUNCIL UPDATES**

a) City Council Reports

Councilor Mergelman wanted to gift Public Works Director Sam Elstun a Rotary Duck as a thank you for his work on the 4<sup>th</sup> of July Festival.

Councilor Gardner thanked the City for its July 4<sup>th</sup> Festival.

Councilor Stone attended the Chamber of Commerce meeting which was working on a fall festival, and a business after hours event at the Baker’s Rack. She attended the Merchant’s Meeting where the advisory Tree Board was present. Councilor Stone also visited an art reception at the Florence Bell Tower and Blue Spruce.

Councilor MacKinnon attended the City/City/County Meeting and announced the upcoming Historic Preservation Commission meeting.

Mayor Wolfe announced the 100<sup>th</sup> Fremont County Fair, and upcoming party for Fremont County’s long-time attorney, Brenda Jackson. He attended Mayor’s Round Table, the City/City/County meeting, Senior Coffee Chat, and Merchant’s Meeting. He thanked City staff for their resolution to the Pioneer Park bathroom operational hours, and work on the July 4<sup>th</sup> Festival.

b) City Manager Reports

City Manager Nasta thanked City staff and City Council for their work on the July 4<sup>th</sup> Festival. She stated the City received a \$10,000 mini-grant from UAACOG for pool façade improvements. She then encouraged citizens to sign -up for the Constant Contact platform and enroll in the City’s new automated billing program.

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  
Monday, August 5, 2024

Councilor Gardner motioned to adjourn the meeting. Councilor Vanhoutan seconded. With all of the Councilmembers voting in favor of the motion, the motion carried.  
Mayor Wolfe adjourned the City Council Meeting at 7:49 p.m.

CITY OF FLORENCE, CO

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

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