



**FLORENCE CITY COUNCIL**  
**Regular Meeting Agenda**  
**Monday, January 6, 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
- 2) **ROLL CALL:**
  - Mayor Wolfe
  - Councilman Vanhoutan
  - Councilman Stiefel
  - Councilwoman Stone
  - Councilman Mergelman
  - Councilwoman Gardner
  - Councilwoman MacKinnon
- 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).
- 4) **CONSENT AGENDA**
  - a) Consider approving the minutes as written for the Regular City Council Meeting on December 16, 2024, and the Special City Council Meeting on December 30, 2024
  - b) Consider approving City expenditures prepared on December 19, 2024, in the amount of \$121,109.82 and January 2, 2025, in the amount of \$64,141.63
  - c) Consider selecting an applicant for the vacant position on the Planning Commission
  - d) Consider selecting an applicant for the vacant position on the Board of Zoning and Adjustments
  - e) Designate the City of Florence's primary posting location
  - f) Consider allowing the Florence Farmer's Market special use of Pioneer Park
- 5) **COUNCIL UPDATES**
  - a) City Council Reports
  - b) City Manager Reports
- 6) **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.
- 7) **ADJOURNMENT:** Adjournment until the next regular City Council Meeting  
Tuesday, January 21, 2025



**FLORENCE CITY COUNCIL**  
**Regular Meeting Minutes**  
**Monday, December 16, 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) PUBLIC COMMENTS**

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

Jennifer Miley- Ward 3

Objected against the Ute Nation's cultural representation on a Gold Belt Tour sign outside of Florissant, and requested the sign be removed.

**4) CONSENT AGENDA**

- a) Consider approving the minutes as written for the Regular City Council Meeting on December 2, 2024, and the Special City Council Meeting on December 9, 2024
- b) Consider approving City expenditures prepared on December 5, 2024, in the amount of \$35,725.98 and December 11, 2024, in the amount of \$21,854.08
- c) Consider approving the 2024 holiday bonus for City of Florence employees
- d) Consider authorizing the City Manager to purchase a skid steer for the Water Department

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

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

Councilor Mergelman requested the item be inclusive to all City employees.

Councilor MacKinnon thanked the City staff for their hard work in 2024.

Councilor Mergelman motioned to approve the 2024 holiday bonus in the amount of \$250 per employee for all regular employees of the City of Florence. Councilor MacKinnon seconded. With the Councilmembers voting in favor of the motion, the motion carried.

**5) NEW BUSINESS**

- a) Consider adopting an Ordinance appropriating sums of money for the 2025 budget for the City of Florence, Colorado

City Manager Amy Nasta reiterated this is the statutorily required second reading of the 2025 budget. This ordinance has a new number because of the added emergency clause language to ensure it is enacted before State deadlines.

Motion to adopt Ordinance No. 12-2024, an Ordinance appropriating sums of money to the various funds and spending agencies in the amounts and for the purposes as set forth below for the City of Florence, Colorado, for the 2025 budget year: Councilor Gardner

Seconded by: Councilor Stone

7 Ayes

Motion passed: 7 – 0

**6) COUNCIL UPDATES**

- a) City Council Reports

Councilor Gardner attended the Christmas plaza choir concert, and the Florence Chamber of Commerce Business After Hours event.

Councilor Vanhoutan thanked the community for their support at the Florence Howling Husky Band's craft fair fundraiser.

Mayor Wolfe attended the Florence fire district meetings, Mayor's Round Table, a PUC intervention team meeting, and the local animal welfare/animal control meeting. He reported the UAACOG's mini-grants are delayed, the Safe Streets & Roads grant was approved, and the ongoing Fremont County and CDOT projects. Mayor Wolfe also expressed enthusiasm over the Hazardous Tree Removal Project's success.

- b) City Manager Reports

City Manager Nasta thanked the City Council and Finance Director Lori Cobler for their work on the budget.

Mayor Wolfe inquired about the EPA's Lead and Copper survey responses.

City Manager Nasta stated the survey is done through the State, but the City is going door to door to inquire if property owners would allow third-party contractors to determine their home's service line material. At this time, the CDPHE and EPA have not required property owners to replace their service lines if there is lead. The City is required to replace its service lines if there is lead.

**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, January 6, 2024

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 6:47 p.m.

CITY OF FLORENCE, CO

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

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



**FLORENCE CITY COUNCIL**  
**Special Meeting Minutes**  
**Monday, December 30, 2024, 5:30 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 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:** Secretary Quiana Hess, City Manager Amy Nasta, and City Attorney Dan Findlay (via telephone).

**3) PRESENTATIONS:**

a) American Rescue Plan Act Obligations

City Manager Amy Nasta announced the American Rescue Plan Act (ARPA) recently established a requirement for anticipated monetary obligations to be under a contract by December 31, 2024. City Manager Nasta looked at 2025 budgeted items, and non-negotiable items for 2026, and sought contracts to execute by the end of 2024 to not lose any funds previously awarded to the City. The Purchasing Policy allows the City Manager to waive the formal bidding process; which, due to time constraints, would've disabled the City from securing the ARPA funding.

Mayor Wolfe questioned potential funding for the Hazardous Tree Program.

City Manager Nasta stated because it was a previously budgeted item, the City can take the \$113,500 budgeted for the tree program, subtract completed tree projects from that amount, and draw down the remaining funds with the existing contractor, who has agreed to finish the remaining phases. The item was previously budgeted and doesn't require Council approval.

Councilor MacKinnon questioned which communities were undergoing the same ARPA process.

City Manager Nasta was uncertain. She stated the ARPA program funds previously required the simple action of obligating monies, but now obligation requires monies to be under contract. She stated the money would be irreplaceable to the community if lost. She then clarified that the New Business items have multiple motions on the Council Action Form that can be voice vote, instead of a roll call vote unless the City Council requested otherwise.

**4) NEW BUSINESS**

a) Consider authorizing the City Manager to enter into contracts with Daniels Long Chevrolet for the purchase of vehicles.

Councilor Stone motioned to authorize the City Manager to enter into an agreement with Daniels Long Chevrolet in the amount of \$80,110.00 for the purchase of a Chevy Silverado 3500 with dump bed, and authorize the City Manager to enter into an agreement with Daniels Long Chevrolet in the amount of \$53,787.00 for the purchase of a Chevy Silverado 1500. Councilor MacKinnon seconded.

Councilor Vanhoutan confirmed the purchase was for two (2) separate vehicles.

With the Councilmembers voting in favor of the motion, the motion carried.

- b) Consider authorizing the City Manager to enter into a contract with Colorado Shed Company for the purchase of a pre-fabricated building.

Councilor Stiefel motioned to authorize the City Manager to enter into an agreement with Colorado Shed Company in the amount of \$29,460.68 for the purchase of a pre-fabricated building. Councilor Vanhoutan seconded.

City Manager Nasta added that the interior finish work may result in the project being close to \$40,000. The remaining funds would come out of the General Fund, and this item is a vote for the shed purchase only. She also stated this project would have been recommended as a non-negotiable 2026 Capital Improvement Project (CIP) because the City's insurance company has requested it for multiple years.

With the Councilmembers voting in favor of the motion, the motion carried.

- c) Consider authorizing the City Manager to enter into contracts with Amnet for the purchase of computer equipment.

Councilor Stone motioned to authorize the City Manager to enter into an agreement with Amnet in the amount of \$30,392.18 for the purchase of ten (10) new Dell Pro Rugged 14 laptops; and authorize the City Manager to enter into an agreement with Amnet in the amount of \$21,021.16 for the purchase of twelve (12) new desktop computers and six (6) new laptop computers. Councilor Gardner seconded.

City Manager Nasta reiterated this item's Council Action Form was corrected to include \$3,600 for Amnet labor to install the Police Department's Tyler system.

Councilor Mergelman confirmed some of the City's computer systems were too dated to accept new software systems.

With the Councilmembers voting in favor of the motion, the motion carried.

- d) Consider authorizing the City Manager to enter into contracts with Tri-State Fireworks, Inc. for the 2025 and 2026 fireworks for the City of Florence's annual Fourth of July celebration for each respective year.

Councilor MacKinnon motioned to authorize the City Manager to enter into an agreement with Tri-State Fireworks, Inc. in the amount of \$16,000 for the 2025 fireworks for the City of Florence's annual Fourth of July celebration; and authorize the City Manager to enter into an agreement with Tri-State Fireworks, Inc. in the amount of \$16,500 for the 2026 fireworks for the City of Florence's annual Fourth of July celebration. Councilor Stone seconded.

City Manager Nasta clarified this item was to purchase the fireworks in advance, which would've been included in the draft 2026 budget.

With the Councilmembers voting in favor of the motion, the motion carried.

- e) Consider authorizing the City Manager to enter into a contract with Shake Handlers Roofing Co. for replacement of the pool guard shack roof.

Councilor Gardner motioned to authorize the City Manager to enter into a contract with Shake Handlers Roofing Co. for \$39,996, including a ten percent (10%) contingency for the replacement of the pool guard shack roof. Councilor Vanhoutan seconded.

City Manager Nasta explained this item falls within the City Council's scope of work for anticipated Pioneer Park improvements.

Councilor Mergelman confirmed the City would not only replace the guard shack roof, but also damaged structural roof joists and trusses.

With the Councilmembers voting in favor of the motion, the motion carried.

- f) Consider authorizing the City Manager to enter into contracts with Matthew Little and Brady's Locksmith for replacement of the front entryway doors and locks at the Florence Municipal Building.

Councilor Stiefel motioned to authorize the City Manager to enter into a contract with Matthew Little in the amount of \$18,000 for the replacement of the two (2) exterior front entry doors at the Florence Municipal Building; and authorize the City Manager to enter into a contract with Matthew Little in the amount of \$5,000 for the replacement of the interior front entry doors at the Florence Municipal Building; and authorize the City Manager to enter into a contract with Brady's Locksmith in the amount of \$7,205 for the addition of an electronic locking system on the front entry doors of the Florence Municipal building and on the State Patrol entry door at the Florence Municipal Building. Councilor Gardner seconded.

City Manager Nasta explained this item would've been included in the 2026 CIP, because the doors don't latch properly, and should be included on the existing electronic lock system.

With the Councilmembers voting in favor of the motion, the motion carried.

**5) ADJOURNMENT:** Adjournment until the next regular City Council Meeting  
Monday, January 6, 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 5:48 p.m.

CITY OF FLORENCE, CO

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

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

Report Criteria:  
 Detail report type printed

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
201	ATMOS ENERGY	3016435394	0140608751	MUNI CENTER	1	12/09/2024	780.62	.00	780.62	20241216	12/16/2024
		3016936816	0243607710	Filtration Plant	1	12/09/2024	684.78	.00	684.78	20241216	12/16/2024
		3017912536	0444151900	pool	1	12/06/2024	64.56	.00	64.56	20241216	12/16/2024
Total 201:							1,529.96	.00	1,529.96		
923	ALSCO	LDEN303652	0143102000	UNIFORM RENTAL-Street	1	12/11/2024	173.50	.00	173.50	45724	12/19/2024
		LDEN303996	0140608420	MATS	1	12/18/2024	56.20	.00	56.20	45724	12/19/2024
		LDEN303997	0143102000	UNIFORM RENTAL-Street	1	12/18/2024	173.50	.00	173.50	45724	12/19/2024
Total 923:							403.20	.00	403.20		
1253	AT & T MOBILITY	2872703950	0241505000	Water Tower	1	12/06/2024	84.96	.00	84.96	45725	12/19/2024
Total 1253:							84.96	.00	84.96		
1455	SAN ISABEL SERVICES	U0066998	0243658790	SO PLANT PROPANE	1	12/17/2024	252.75	.00	252.75	45732	12/19/2024
Total 1455:							252.75	.00	252.75		
1718	BLACK HILLS ENERGY	1645566418	0243557650	2 MG TANK	1	12/09/2024	22.56	.00	22.56	20241227	12/17/2024
		1944485829	0145207830	RIVER PARK	1	12/12/2024	68.38	.00	68.38	20241227	12/17/2024
		2010553787	0243557693	BULK WATER STATION	1	12/09/2024	201.93	.00	201.93	20241226	12/17/2024
		2273109055	1446602600	CONCESSION STAND	1	12/09/2024	24.69	.00	24.69	20241226	12/17/2024
		4125488554	0243557670	SOUTH PLANT	1	12/09/2024	361.29	.00	361.29	20241227	12/17/2024
		4240921842	0143107540	STREET LIGHTS	1	12/09/2024	896.39	.00	896.39	20241226	12/17/2024
		4388081497	0145207830	SKATE PARK	1	12/09/2024	100.85	.00	100.85	20241226	12/17/2024
		4402785897	0140608753	MUNI ANNEX	1	12/09/2024	80.12	.00	80.12	20241226	12/17/2024
		4905461526	0143107540	STREET LIGHTS	1	12/09/2024	1,096.60	.00	1,096.60	20241226	12/17/2024
		5427493790	0145207830	TRIANGLE PARK	1	12/09/2024	18.20	.00	18.20	20241227	12/17/2024
		5509677786	1446602600	WILCOX LIGHTS	1	12/09/2024	36.99	.00	36.99	20241227	12/17/2024
		5796648483	0140608751	MUNI CENTER	1	12/09/2024	2,651.56	.00	2,651.56	20241227	12/17/2024
		6649764712	0243557660	S RESERVOIR PUMP	1	12/09/2024	17.69	.00	17.69	20241226	12/17/2024
		7296507422	0243557690	NEWLIN CABIN	1	12/09/2024	81.83	.00	81.83	20241226	12/17/2024
7723236321	0243557675	NEW SOUTH PLANT	1	12/09/2024	7,919.60	.00	7,919.60	20241226	12/17/2024		



Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1718:							13,578.68	.00	13,578.68		
1719	STAPLES BUSINESS ADV	6018941471	0140608754	Cleaning supplies	1	12/07/2024	39.28	.00	39.28	45733	12/19/2024
		6018941471	0241503000	admin- Copy Paper	2	12/07/2024	185.49	.00	185.49	45733	12/19/2024
		6018941471	0141203500	planner	3	12/07/2024	12.39	.00	12.39	45733	12/19/2024
Total 1719:							237.16	.00	237.16		
1805	ACORN PETROLEUM	INVOICES 2	0144204000	GASOLINE - Cemetery	1	12/18/2024	73.63	.00	73.63	45723	12/19/2024
		INVOICES 2	0142104000	GASOLINE Police	2	12/18/2024	2,822.40	.00	2,822.40	45723	12/19/2024
		INVOICES 2	0143104000	GASOLINE - Streets	3	12/18/2024	153.39	.00	153.39	45723	12/19/2024
		INVOICES 2	0143104000	GASOLINE - Streets	4	12/18/2024	1,703.52	.00	1,703.52	45723	12/19/2024
		INVOICES 2	0243707850	GASOLINE - Water	5	12/18/2024	839.97	.00	839.97	45723	12/19/2024
Total 1805:							5,592.91	.00	5,592.91		
1927	HEATING & PLUMBING E	71400	0140608750	Drained Pipe Loop	1	12/12/2024	2,741.00	.00	2,741.00	45728	12/19/2024
Total 1927:							2,741.00	.00	2,741.00		
2051	TITAN MACHINERY	ES0031508	0249509071	BUDGETED 2024 SKIDST	1	12/19/2024	53,999.59	.00	53,999.59	45735	12/19/2024
		ES0031508	0249509071	BUDGETED 2024 48 IN P	2	12/19/2024	1,057.92	.00	1,057.92	45735	12/19/2024
Total 2051:							55,057.51	.00	55,057.51		
2052	MARTIN MARIETTA MATE	22411795	1743107573	emulsion	1	12/06/2024	675.00	.00	675.00	45729	12/19/2024
Total 2052:							675.00	.00	675.00		
2104	UMB Card Services	COBLER NO	0141505000	ring Central- Fax	1	11/01/2024	85.82	.00	85.82	45734	12/19/2024
		COBLER NO	0141503000	Meeting supplies	2	11/01/2024	41.95	.00	41.95	45734	12/19/2024
		COBLER NO	0241505600	adobe	3	11/01/2024	73.97	.00	73.97	45734	12/19/2024
		COBLER NO	0144007400	gps LICENSE esri	4	11/01/2024	810.00	.00	810.00	45734	12/19/2024
		ELSTUN NO	0144203500	keys	1	11/01/2024	11.97	.00	11.97	45734	12/19/2024
		ELSTUN NO	0143103500	hillmans	2	11/01/2024	23.39	.00	23.39	45734	12/19/2024
		EVANS NOV	0142104600	flapper disk	1	11/01/2024	19.95	.00	19.95	45734	12/19/2024
		EVANS NOV	0243707861	Brake clean	2	11/01/2024	233.58	.00	233.58	45734	12/19/2024
		EVANS NOV	0143104500	air filter	3	11/01/2024	35.15	.00	35.15	45734	12/19/2024
		EVANS NOV	0142104600	oil filters	4	11/01/2024	33.70	.00	33.70	45734	12/19/2024

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
EVANS NOV	0142104600	COre return	5	11/01/2024	20.00-	.00	20.00-	45734	12/19/2024		
EVANS NOV	0143104500	towls	6	11/01/2024	35.79	.00	35.79	45734	12/19/2024		
EVANS NOV	0143104500	Chain loops	7	11/01/2024	251.94	.00	251.94	45734	12/19/2024		
EVANS NOV	0143104500	spark plugs	8	11/01/2024	44.40	.00	44.40	45734	12/19/2024		
EVANS NOV	0143104500	shop parts	9	11/01/2024	147.96	.00	147.96	45734	12/19/2024		
EVANS NOV	0143104500	white bred paint	10	11/01/2024	102.37	.00	102.37	45734	12/19/2024		
EVANS NOV	0143104500	oil & fuel filter	11	11/01/2024	75.58	.00	75.58	45734	12/19/2024		
EVANS NOV	0143104500	hydro filter	12	11/01/2024	11.03	.00	11.03	45734	12/19/2024		
EVANS NOV	0142104600	filter for service	13	11/01/2024	218.03	.00	218.03	45734	12/19/2024		
EVANS NOV	0143104500	bulbs for strobes	14	11/01/2024	123.62	.00	123.62	45734	12/19/2024		
EVANS NOV	0143104500	battery	15	11/01/2024	32.08	.00	32.08	45734	12/19/2024		
EVANS NOV	0142104600	service call for tire	16	11/01/2024	588.45	.00	588.45	45734	12/19/2024		
EVANS NOV	0143104500	air filters inj cleaner	17	11/01/2024	39.33	.00	39.33	45734	12/19/2024		
EVANS NOV	0143104500	key tag rack	18	11/01/2024	10.99	.00	10.99	45734	12/19/2024		
EVANS NOV	0143104500	extra door key	19	11/01/2024	25.00	.00	25.00	45734	12/19/2024		
EVANS NOV	0142104600	loader tire	20	11/01/2024	1,340.29	.00	1,340.29	45734	12/19/2024		
FOX NOV 20	0144005700	lunch for employees	1	11/01/2024	70.76	.00	70.76	45734	12/19/2024		
FOX NOV 20	0144006500	building code training	2	11/01/2024	365.00	.00	365.00	45734	12/19/2024		
FOX NOV 20	0144006000	monthly subscription	3	11/01/2024	19.99	.00	19.99	45734	12/19/2024		
FOX NOV 20	0144006000	lcode council membership	4	11/01/2024	163.00	.00	163.00	45734	12/19/2024		
GLEN NOV 2	0142104600	car wash	1	11/01/2024	2.00	.00	2.00	45734	12/19/2024		
HARRIS NO	0144004300	planning-keyboard	1	11/01/2024	24.99	.00	24.99	45734	12/19/2024		
HARRIS NO	0241506000	amazon prime membership	2	11/01/2024	139.00	.00	139.00	45734	12/19/2024		
HARRIS NO	0243707845	hose ends and cups swtp	3	11/01/2024	56.84	.00	56.84	45734	12/19/2024		
HARRIS NO	0144003500	planning printer ink	4	11/01/2024	37.00	.00	37.00	45734	12/19/2024		
HARRIS NO	0243302000	uniform shirts	5	11/01/2024	115.96	.00	115.96	45734	12/19/2024		
HARRIS NO	0144004300	planning phone case	6	11/01/2024	11.99	.00	11.99	45734	12/19/2024		
HARRIS NO	0144004300	planning phone charger	7	11/01/2024	14.38	.00	14.38	45734	12/19/2024		
HARRIS NO	0144004300	planning office chair	8	11/01/2024	173.99	.00	173.99	45734	12/19/2024		
HARRIS NO	0243707845	phone case	9	11/01/2024	14.99	.00	14.99	45734	12/19/2024		
HARRIS NO	0144003500	refund item	10	11/01/2024	154.99-	.00	154.99-	45734	12/19/2024		
HARRIS NO	0144003500	refund item	11	11/01/2024	14.38-	.00	14.38-	45734	12/19/2024		
HARRIS NO	0243302000	uniform boots	12	11/01/2024	199.95	.00	199.95	45734	12/19/2024		
HUMPHREY	0142104600	Car wash	1	11/01/2024	4.25	.00	4.25	45734	12/19/2024		
HUMPHREY	0142103100	postage	2	11/01/2024	60.35	.00	60.35	45734	12/19/2024		
HUPPE NOV	0141502300	drug testing	1	11/01/2024	125.00	.00	125.00	45734	12/19/2024		
HUPPE NOV	0141503000	Clerk lunch	2	11/01/2024	21.98	.00	21.98	45734	12/19/2024		
HUPPE NOV	0141503000	business cards	3	11/01/2024	20.98-	.00	20.98-	45734	12/19/2024		
HUPPE NOV	0141503000	business cards	4	11/01/2024	20.98	.00	20.98	45734	12/19/2024		
HUPPE NOV	0141503000	business cards	5	11/01/2024	20.98	.00	20.98	45734	12/19/2024		

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		HUPPE NOV 0141503000		shred service	6	11/01/2024	70.07	.00	70.07	45734	12/19/2024
		HUPPE NOV 0141503000		pool meeting	7	11/01/2024	19.24	.00	19.24	45734	12/19/2024
		JACKSON N 0243707861		wiper blades	1	11/01/2024	75.98	.00	75.98	45734	12/19/2024
		JACKSON N 0243707810		4t quarter samples	2	11/01/2024	134.52	.00	134.52	45734	12/19/2024
		KELSO NOV 0144203500		supplies for cem house	1	11/01/2024	53.97	.00	53.97	45734	12/19/2024
		KLINE NOV 0142107410		training lunch	1	11/01/2024	27.76	.00	27.76	45734	12/19/2024
		LANCASTER 0143103500		batteries, markers, wd40	1	11/01/2024	82.33	.00	82.33	45734	12/19/2024
		LANCASTER 0143107565		breakfast for city light crew	2	11/01/2024	43.04	.00	43.04	45734	12/19/2024
		LANCASTER 0143107565		electrical tape	3	11/01/2024	36.97	.00	36.97	45734	12/19/2024
		LANCASTER 0243807950		pump	4	11/01/2024	150.72	.00	150.72	45734	12/19/2024
		MARTINEZ N 0243808090		I & C Lists	1	11/01/2024	53.00	.00	53.00	45734	12/19/2024
		MARTINEZ N 0143103500		pole outlet connector	2	11/01/2024	17.99	.00	17.99	45734	12/19/2024
		MARTINEZ N 0143103500		outlets x 3	3	11/01/2024	3.87	.00	3.87	45734	12/19/2024
		MARTINEZ N 0143103500		pole outlet connector	4	11/01/2024	17.99	.00	17.99	45734	12/19/2024
		MONTOYA N 0142104600		Car wash	1	11/01/2024	16.00	.00	16.00	45734	12/19/2024
		MONTOYA N 0142102000		uniform	2	11/01/2024	191.44	.00	191.44	45734	12/19/2024
		NASTA NOV 0141502300		hr meeting/engagement	1	11/01/2024	39.42	.00	39.42	45734	12/19/2024
		NASTA NOV 0141505600		adobe subscription	2	11/01/2024	19.99	.00	19.99	45734	12/19/2024
		NELSON NO 0142103100		business cards	1	11/01/2024	145.25	.00	145.25	45734	12/19/2024
		NELSON NO 0142102000		unifirma gear	2	11/01/2024	408.00	.00	408.00	45734	12/19/2024
		NELSON NO 0142103100		Copy paper	3	11/01/2024	43.99	.00	43.99	45734	12/19/2024
		NELSON NO 0142103100		office supplies	4	11/01/2024	37.50	.00	37.50	45734	12/19/2024
		NELSON NO 0142103100		dete tive program	5	11/01/2024	125.00	.00	125.00	45734	12/19/2024
		NELSON NO 0142103100		Citizen contact	6	11/01/2024	285.68	.00	285.68	45734	12/19/2024
		NELSON NO 0142103100		flash drives	7	11/01/2024	23.10	.00	23.10	45734	12/19/2024
		NELSON NO 0142103100		pr bond forms	8	11/01/2024	47.50	.00	47.50	45734	12/19/2024
		NELSON NO 0142102000		new pd badges	9	11/01/2024	481.50	.00	481.50	45734	12/19/2024
		NELSON NO 0142107410		records training	10	11/01/2024	493.60	.00	493.60	45734	12/19/2024
		RAE NOVEM 0141503000		Christmas Cards and Birth	1	11/01/2024	16.45	.00	16.45	45734	12/19/2024
		RAE NOVEM 0141503000		Gift cards	2	11/01/2024	60.00	.00	60.00	45734	12/19/2024
		RUDNIK NO 0142102000		uniform	1	11/01/2024	9.99	.00	9.99	45734	12/19/2024
		RUDNIK NO 0142104600		Car wash	2	11/01/2024	5.50	.00	5.50	45734	12/19/2024
		RUDNIK NO 0142107410		training lunch	3	11/01/2024	23.76	.00	23.76	45734	12/19/2024
		RUDNIK NO 0142104600		Car wash	4	11/01/2024	9.00	.00	9.00	45734	12/19/2024
		SMITH NOV 0145203500		heat lamp bulbs	1	11/01/2024	25.98	.00	25.98	45734	12/19/2024
		SMITH NOV 0142104600		sub pump	2	11/01/2024	99.99	.00	99.99	45734	12/19/2024
		SOLANO NO 0142102000		uniform	1	11/01/2024	15.99	.00	15.99	45734	12/19/2024
		WERTSBUA 0243607710		INSULATION CANAL PS	1	11/01/2024	37.98	.00	37.98	45734	12/19/2024
		WERTSBUA 0243607731		HINGES	2	11/01/2024	22.54	.00	22.54	45734	12/19/2024
		WERTSBUA 0243707845		icemelt	3	11/01/2024	70.56	.00	70.56	45734	12/19/2024

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		WERTSBUA	0243707845	Clay liter- oil absorbant	4	11/01/2024	11.00	.00	11.00	45734	12/19/2024
		WERTSBUA	0243707845	Oil absorbant	5	11/01/2024	20.85	.00	20.85	45734	12/19/2024
		WERTSBUA	0243707845	generator service	6	11/01/2024	3,209.71	.00	3,209.71	45734	12/19/2024
		WOOD NOV	0243658780	light bulbs for plant	1	11/01/2024	95.94	.00	95.94	45734	12/19/2024
Total 2104:							12,750.03	.00	12,750.03		
2295	DIRK'S TRUCK & EQUIP.	196-EUG 12/	0143104500	Range Valve	1	12/02/2024	518.84	.00	518.84	45727	12/19/2024
Total 2295:							518.84	.00	518.84		
2467	Century Link	300805105 1	0241505000	SOUTH PLANT internet	1	12/08/2024	171.20	.00	171.20	20241216	12/16/2024
Total 2467:							171.20	.00	171.20		
2614	Amnet Inc.	18795 JAN 2	0141505600	admin	1	12/18/2024	2,943.72	.00	2,943.72	20241227	12/18/2024
		18795 JAN 2	0141506600	admin cybersecurity monthl	2	12/18/2024	255.45	.00	255.45	20241227	12/18/2024
		18795 JAN 2	0141505600	court	3	12/18/2024	120.52	.00	120.52	20241227	12/18/2024
		18795 JAN 2	0241505600	water	4	12/18/2024	3,205.75	.00	3,205.75	20241227	12/18/2024
		18795 JAN 2	0241506600	water cybersecurity monthl	5	12/18/2024	1,943.66	.00	1,943.66	20241227	12/18/2024
		18795 JAN 2	0142106600	police	6	12/18/2024	2,394.37	.00	2,394.37	20241227	12/18/2024
		18795 JAN 2	0142106600	pd cybersecurity monthly	7	12/18/2024	1,071.98	.00	1,071.98	20241227	12/18/2024
		18795 JAN 2	0143104550	public works	8	12/18/2024	596.64	.00	596.64	20241227	12/18/2024
		18795 JAN 2	0444152300	pool firewall	9	12/18/2024	200.00	.00	200.00	20241227	12/18/2024
		18795 JAN 2	0143104550	public works	10	12/18/2024	125.00	.00	125.00	20241227	12/18/2024
		18795 JAN 2	0141505600	admin	11	12/18/2024	125.61	.00	125.61	20241227	12/18/2024
Total 2614:							12,982.70	.00	12,982.70		
2714	Bobcat Of Rockies	83064414	0243707861	Arm Tensioner	1	12/16/2024	178.82	.00	178.82	45726	12/19/2024
Total 2714:							178.82	.00	178.82		
3110	Old School Concrete & Re	916090	1743107570	ADA Sidewalk Replacemen	1	12/17/2024	7,500.00	.00	7,500.00	45730	12/19/2024
		916091	1743107570	ADA Sidewalk Replacemen	1	12/17/2024	6,000.00	.00	6,000.00	45730	12/19/2024
Total 3110:							13,500.00	.00	13,500.00		
3225	Oldcastle SW Group Inc	1612757	1743107520	ASPHALT	1	12/05/2024	425.85	.00	425.85	45731	12/19/2024
		1612890	1743107520	ASPHALT	1	12/06/2024	429.25	.00	429.25	45731	12/19/2024

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 3225:							855.10	.00	855.10		
Grand Totals:							121,109.82	.00	121,109.82		

Report Criteria:  
Detail report type printed

Report Criteria:  
Detail report type printed

---

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total :							<u>.00</u>	<u>.00</u>	<u>.00</u>		
Grand Totals:							<u><u>.00</u></u>	<u><u>.00</u></u>	<u><u>.00</u></u>		

---

Report Criteria:  
 Detail report type printed

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
7	FREMONT SANITATION D	DECEMBER	0140608751	10938-4760 Muni Annex	1	12/31/2024	38.64	.00	38.64	20250102	01/02/2025
		DECEMBER	0140608751	22838-4761	2	12/31/2024	34.53	.00	34.53	20250102	01/02/2025
		DECEMBER	0140608540	10838-2468 City Shop	3	12/31/2024	34.53	.00	34.53	20250102	01/02/2025
		DECEMBER	0140608751	10935-4758	4	12/31/2024	34.53	.00	34.53	20250102	01/02/2025
		DECEMBER	0140608635	10837-2467 Water Plant	5	12/31/2024	34.53	.00	34.53	20250102	01/02/2025
		DECEMBER	0140608635	10936-4759	6	12/31/2024	34.53	.00	34.53	20250102	01/02/2025
		DECEMBER	0444152100	10910-2537 Pool	7	12/31/2024	34.53	.00	34.53	20250102	01/02/2025
		DECEMBER	0140608440	10829-2459 Museum	8	12/31/2024	34.53	.00	34.53	20250102	01/02/2025
Total 7:							280.35	.00	280.35		
923	ALSCO	LDEN304330	0143102000	UNIFORM RENTAL-Street	1	12/25/2024	173.50	.00	173.50	45736	01/02/2025
Total 923:							173.50	.00	173.50		
934	UNCC	224120541 2	0243808090	LINE LOCATES	1	12/31/2024	136.74	.00	136.74	45747	01/02/2025
		STATMENT 6	0243808090	LINE LOCATES 22411055	1	12/28/2024	74.82	.00	74.82	45747	01/02/2025
		STATMENT 6	0243808090	LINE LOCATES 22409057	2	12/28/2024	39.99	.00	39.99	45747	01/02/2025
Total 934:							251.55	.00	251.55		
1232	FEDC	2064	0141505900	MEMBERSHIP 2025	1	12/20/2024	500.00	.00	500.00	45749	01/02/2025
Total 1232:							500.00	.00	500.00		
1253	AT & T MOBILITY	2872917141	0141505000	ADMIN	1	12/28/2024	135.71	.00	135.71	45737	01/02/2025
		2872917141	0144205000	CEMETARY	2	12/28/2024	39.99	.00	39.99	45737	01/02/2025
		2872917141	0141305000	EXECUTIVE	3	12/28/2024	47.33	.00	47.33	45737	01/02/2025
		2872917141	0142105000	PD	4	12/28/2024	1,755.23	.00	1,755.23	45737	01/02/2025
		2872917141	0144005000	PLANNING	5	12/28/2024	79.98	.00	79.98	45737	01/02/2025
		2872917141	0444152000	POol	6	12/28/2024	79.98	.00	79.98	45737	01/02/2025
		2872917141	0143105000	STREETS	7	12/28/2024	325.79	.00	325.79	45737	01/02/2025
		2872917141	0241505000	WATER	8	12/28/2024	1,213.20	.00	1,213.20	45737	01/02/2025
Total 1253:							3,677.21	.00	3,677.21		
1455	SAN ISABEL SERVICES	U0067063 20	0243658790	SO PLANT PROPANE	1	12/31/2024	487.93	.00	487.93	45745	01/02/2025

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		U0067064 2	0243658790	SO PLANT PROPANE	1	12/31/2024	634.67	.00	634.67	45745	01/02/2025
Total 1455:							1,122.60	.00	1,122.60		
1718	BLACK HILLS ENERGY	3135165503	0243507660	PUMP @ AIRPORT	1	12/20/2024	1,077.09	.00	1,077.09	20250103	12/30/2024
		5278901611	0243557680	COAL CREEK TANK	1	12/19/2024	17.69	.00	17.69	20250103	12/30/2024
Total 1718:							1,094.78	.00	1,094.78		
1719	STAPLES BUSINESS ADV	7003357849	0141503000	admin supplies	1	12/14/2024	156.14	.00	156.14	45746	01/02/2025
		7003436207	0241503000	Billing clerk stamp	1	12/21/2024	21.59	.00	21.59	45746	01/02/2025
		7003436207	0142103100	pd Filing cabinet	2	12/21/2024	579.99	.00	579.99	45746	01/02/2025
		7003436207	0140608754	Cleaning supplies	3	12/21/2024	91.19	.00	91.19	45746	01/02/2025
Total 1719:							848.91	.00	848.91		
2341	CRCA	2024-0216 T	0142305200	Tyler Billable Fees 2024	1	12/30/2024	3,902.62	.00	3,902.62	45739	01/02/2025
		2025-0223 T	0142305200	Tyler Billable Fees 2025	1	01/02/2025	16,403.91	.00	16,403.91	45748	01/02/2025
Total 2341:							20,306.53	.00	20,306.53		
2460	LANGSTON CONCRETE	16193 2024	1743107565	gravel	1	12/30/2024	1,628.73	.00	1,628.73	45742	01/02/2025
Total 2460:							1,628.73	.00	1,628.73		
2467	Century Link	334006856 1	0241505000	SOUTH PLANT	1	12/13/2024	123.73	.00	123.73	20250102	01/02/2025
		334009996	0241505000	SOUTH PLANT fax	1	12/13/2024	286.83	.00	286.83	20250102	01/02/2025
Total 2467:							410.56	.00	410.56		
2614	Amnet Inc.	18795 2025	0141506600	admin cybersecurity monthl	1	01/01/2025	255.45	.00	255.45	20250102	01/02/2025
		18795 2025	0241506600	water cybersecurity monthl	2	01/01/2025	1,943.66	.00	1,943.66	20250102	01/02/2025
		18795 2025	0142106600	pd cybersecurity monthly	3	01/01/2025	1,071.98	.00	1,071.98	20250102	01/02/2025
		18795 2025	0141505600	admin	4	01/01/2025	2,943.72	.00	2,943.72	20250102	01/02/2025
		18795 2025	0141505600	court	5	01/01/2025	120.52	.00	120.52	20250102	01/02/2025
		18795 2025	0241505600	water	6	01/01/2025	3,205.75	.00	3,205.75	20250102	01/02/2025
		18795 2025	0142105050	pd	7	01/01/2025	2,394.37	.00	2,394.37	20250102	01/02/2025
		18795 2025	0144004550	planning	8	01/01/2025	596.64	.00	596.64	20250102	01/02/2025
		18795 2025	0444152300	pool firewall	9	01/01/2025	200.00	.00	200.00	20250102	01/02/2025
		18795 2025	0142105050	pw	10	01/01/2025	125.00	.00	125.00	20250102	01/02/2025



Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		18795 2025	0141505600	admin	11	01/01/2025	125.61	.00	125.61	20250102	01/02/2025
Total 2614:							12,982.70	.00	12,982.70		
2693	CH2M Hill Engineers, Inc.	709336CH02	0243707890	Task Order #2 Airport Wat	1	12/31/2024	826.00	.00	826.00	45738	01/02/2025
Total 2693:							826.00	.00	826.00		
3008	Great American Financial S	38142065	0141503500	Printer lease	1	12/19/2024	337.00	.00	337.00	45741	01/02/2025
Total 3008:							337.00	.00	337.00		
3115	Rocco F. Meconi, PC	500 S UNIO	0141203700	500 S Union Clean up	1	11/30/2024	351.00	.00	351.00	45744	01/02/2025
		NOV 2024 CI	0141203700	Nov 2024 Prosecutor	1	11/30/2024	858.00	.00	858.00	45744	01/02/2025
Total 3115:							1,209.00	.00	1,209.00		
3128	Lynn Rae	OCT 2024 T	0141505750	Mileage- 2024	1	12/30/2024	42.21	.00	42.21	45743	01/02/2025
Total 3128:							42.21	.00	42.21		
3233	Down to Earth Tree Servic	2024 TREE P	0757703000	Phase 2 Tree Project 2024	1	12/30/2024	18,450.00	.00	18,450.00	45740	01/02/2025
Total 3233:							18,450.00	.00	18,450.00		
Grand Totals:							64,141.63	.00	64,141.63		

Report Criteria:  
 Detail report type printed

## COUNCIL ACTION FORM

**MEETING DATE: JANUARY 6, 2025**

**STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK**

---

**Agenda Item:** Consider selecting an applicant for the vacant position on the Planning Commission

**Department:** Administration

---

**Staff Recommendation:**

It is recommended to fill the vacancy on the City of Florence Planning Commission by appointing a qualified applicant.

**Background/Description of Item:**

Following the revised Florence Municipal Code 2.20.060(E), the City of Florence has received one (1) Public Service Application for the vacancy on the Planning Commission.

After completing the required appointment process, the City Council shall consider the appointment as part of the Consent Agenda at their first regular meeting after the Interview Team has selected a nominee.

The vacancy was formally announced on November 20, 2024.

**Applicants:**

- Kirk Nelson

**Suggested Motion:**

Appoint Kirk Nelson to fill the vacant position on the Planning Commission.

## COUNCIL ACTION FORM

**MEETING DATE: JANUARY 6, 2025**

**STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK**

---

**Agenda Item:** Consider selecting an applicant for the vacant position on the Board of Zoning and Adjustments

**Department:** Administration

---

### **Staff Recommendation:**

It is recommended to fill the vacancy on the City of Florence Board of Zoning and Adjustments by appointing a qualified applicant.

### **Background/Description of Item:**

Following the revised Florence Municipal Code 2.25.050(E), the City of Florence has received one (1) Public Service Application for the vacancy on the Board of Zoning and Adjustments.

After completing the required appointment process, the City Council shall consider the appointment as part of the Consent Agenda at their first regular meeting after the Interview Team has selected a nominee.

The vacancy was formally announced on November 20, 2024.

### **Applicants:**

- Bliss Eckland

### **Suggested Motion:**

Appoint Bliss Eckland to fill the vacant position on the Board of Zoning and Adjustments.

## **COUNCIL ACTION FORM**

**MEETING DATE: JANUARY 6, 2025**

**STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK**

---

**Agenda Item:** Designate the City of Florence's primary posting location

**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. The City also aims to be more accessible and simultaneously post the relevant information in a virtual format onto the City's official website.

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.

### **Suggested Motion:**

Designate City Hall's front entrance kiosk as the City of Florence's primary posting location.

# COUNCIL ACTION FORM

**MEETING DATE: JANUARY 6, 2025**

**STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK**

---

**Agenda Item:** Consider allowing the Florence Farmer's Market special use of Pioneer Park

**Department:** Administration

---

**Staff Recommendation:**

Approve the Florence Farmer's Market's use of Pioneer Park for their 2025 season, waiving all associated park reservation fees.

**Background/Description of Item:**

The Florence Farmer's Market is held annually at Pioneer Park on Thursdays from June through September. The Market allows local food/craft vendors and organizations to establish a temporary booth for the sale of goods or services.

The Florence Farmer's Market is requesting the City Council waive the \$25 park reservation fees for the entirety of their 2025 season. The Farmer's Market requests permission to use the park on Thursdays from June 5th through September 25th during the hours of 7:00 AM through 2:00 PM.

Event insurance coverage will be provided by the organization prior to the first scheduled operating day in June.

**Financial Impact:**

The requested timeframe would reserve Pioneer Park for a total of 17 days. Based on the current park reservation fee of \$25 per day, this would equate to a total waiver of \$425:

- o Days x fee per day = total waiver
- o 17 Days x \$25 Daily Reservation Cost = \$425

**Attachments:**

- Florence Farmer's Market Request Letter

**Suggested Motion:**

Approve the Florence Farmer's Market's utilization of Pioneer Park between the hours of 7:00 AM and 2:00 PM each Thursday from June 5th through September 25<sup>th</sup>, and waiving the associated \$25 daily reservation fees for a total waiver of \$425.

121 West Front St.  
Florence, Co. 81226

December 5, 2024

Florence City Council  
City of Florence  
600 West 3rd Street  
Florence, Co. 81226

Dear Council Member:

The Florence Farmers Market would like your permission to use the Pioneer Park on Thursdays from June 5th thru September 25th 2025 This will be our 18th year.

Hours of this market will be 7:00am thru 2:00pm  
Liability insurance for this market will be purchased thru State Farm Insurance. A copy of this insurance will be delivered to the city.

The Florence Market Association would request that the council consider waving any and all licenses fees that may be associated with sales of goods

The Farmers Market has partnered with Florence Pioneer Day Board to help with their annual celebration..

The Florence Farmers Market Committee would like to take this opportunity to Thank you for letting us use the Pioneer Park.

Sincerely,  
Farmers Market Committee:  
Diane Dobyms  
Rudl Mergelman  
Joanne Mohr  
Sheryl Ezell



# CITY OF FLORENCE

600 West 3<sup>rd</sup> Street  
Florence, Colorado 81226  
(719) 784-4848

[cityofflorence@florencecolorado.org](mailto:cityofflorence@florencecolorado.org)  
[www.florencecolorado.org](http://www.florencecolorado.org)

## City Manager Report

December 13, 2024 – January 2, 2024

### Meetings with agencies, boards, and committees:

- ***Fremont Economic Development Corp (FEDC) – December 18, 2024***
  - Attended the December, 2024 FEDC meeting and provided an update on the City of Florence.

### Internal Meetings/Discussion/Projects

- Staff has started work on several new programs to improve asset and program management and budgeting processes. These include a fleet management program and a meter and service line maintenance and replacement program. Staff is also continuing to develop the Pavement Management program based on the Street Needs Assessment. The pavement management program is nearly complete and expected to come before Council in February 2025. Fleet Management is currently scheduled to be presented to Council in the first quarter of 2025. The meter and service line programs will be concurrent with the 2025 rate study.
- Staff is finalizing notices to proceed and financial awards of ARPA contracts approved the City Council at the December 30, 2024 Special Meeting.
- Updates to the Purchasing and Personnel Policies are in progress and will come before the Council during the first quarter of 2025.
- The Request for Qualifications for the Master Plan is complete and will be officially posted in advance of the January 21, 2025 City Council meeting.
- Staff is nearing the final stage of completing comprehensive fee updates (excluding utility rates) and expects to present them to Council in the first quarter of 2025. These updates involve significant Code revisions as well in order to make future updates more efficient and streamlined.
- Staff is working on an exciting new series of community engagement events to offer residents the opportunity to learn more in-depth about their local government, how it functions, and what services the City offers.