



**CITY OF FLORENCE  
REGULAR MEETING MINUTES  
Tuesday, January 16, 2024  
6:30 PM**

- 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) Tree Board Annual Report

Cathey Young- Tree Board Secretary  
Highlighted the Tree Board's End of Year Report. She voiced the need for direction from City Council members on the hazardous and dangerous trees.

- 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).

Joann Mohr- Florence Farmers Market  
Sought permission to use Pioneer Park for the 2024 Florence Farmer's Market.  
Requested the City Council waive the \$25 park reservation fees.

- 5) **CONSENT AGENDA**

- a) Meeting Minutes for January 2, 2024  
b) Bills Allowed for \$114,901.57  
c) Meeting Minutes Amendment for February 6, 2023

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



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**6) NEW BUSINESS**

- a) Resolution 2-2024, A Resolution Providing For the Adoption of A Purchasing Policy For The City Of Florence, Colorado

City Manager Amy Nasta stated the Purchasing Policy provides conduct for efficient purchasing, competitive bidding, best practices, and rules and procedures for purchasing.

Kathy Madonna- 504 Brookeway  
Questioned the policy's specifics on maximum amounts to spend, and cautionary procedures.

City Manager Nasta noted the Purchasing Policy would go into effect immediately upon approval from the Council.

Motion to approve Resolution 2-2024: A Resolution Providing for the Adoption of a Purchasing Policy for the City of Florence, Colorado: Councilor MacKinnon  
Seconded by: Councilor Mergelman

7 Ayes

Motion passed: 7 – 0

**7) COUNCIL UPDATES**

- a) City Council Reports

Councilor Mergelman attended the Mayor's Round Table in the Mayor's absence and the Florence Art's Council.

Councilor Stiefel thanked Public Works for their diligence with the frozen meters in Florence.

Councilor MacKinnon attended the City/City/County meeting and noted Historical Preservation's meeting on Tuesday at 4:30 PM.

Mayor Wolfe attended the City/City/County meeting and noted the need for a nominee to represent Florence on the E911 Authority Board. He then asked the Council to approve the appointment of Tabby Selakovich and Paul Villagrana to the Planning Commission, and Charlette Henager to BOZA.

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

- b) City Manager Reports

City Manager Nasta reported the City staff is testing a change in operating hours to better accommodate citizens outside regular working hours. During the three-month test



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period, City Hall will be open from 7:30 AM to 5:30 PM on Monday through Thursday. These hours would go into effect on Monday, January 29, 2024, and notice would be posted on the website, on social media, and in The Daily Record.

**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, February 5, 2024

With all of the Councilmembers voting in favor of the motion, the motion carried.  
Mayor Wolfe adjourned the City Council Meeting at 6:54 p.m.

CITY OF FLORENCE, CO

BY:   
Steve Wolfe, Mayor

RESPECTFULLY SUBMITTED:  
Cortlyne Huppe, City Clerk



