

**FLORENCE CITY COUNCIL**  
**Regular Meeting Agenda**  
**Monday, May 6, 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
- 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 April 15, 2024
  - b) Consider approving City expenditures prepared on April 18, 2024, in the amount of \$37,888.18; April 25, 2024, in the amount of \$4,447.86, and May 2, 2024, in the amount of \$166,744.95
  - c) Consider approving the annual liquor license renewal for Big D's Superfoods
  - d) Consider approving the annual liquor license renewal for the Rialto Theater
  - e) Consider approving the annual liquor license renewal for the Pour House
  - f) Consider approving the annual liquor license renewal for the Florence Brewing Company
- 5) **NEW BUSINESS**
  - a) Consider adopting Ordinance No. 6 - 2024, an Ordinance approving the re-zoning of Lot 2, Homestead Hills Subdivision Filing No. 1 from C – General Commercial to R-3 High-Density Residential Zone District
- 6) **COUNCIL UPDATES**
  - a) City Council Reports
  - b) City Manager Reports
- 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, May 20, 2024



**FLORENCE CITY COUNCIL**  
**Regular Meeting Minutes**  
**Monday, April 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:** Secretary Quiana Hess, City Manager Amy Nasta, and City Attorney Dan Findlay (virtual).

**3) PRESENTATIONS**

a) Arbor Day Proclamation

Mayor Wolfe recited the Arbor Day Proclamation, and proclaimed April 26, 2024, as Arbor Day in the city of Florence, Colorado.

b) Randy Gradishar Proclamation

Mayor Wolfe recited the Randy Gradishar Proclamation, and proclaimed May 3, 2024, as Randy Gradishar Day.

c) Tree Board recommendations

Tree Board President Jane Chess announced the board's intention to continue advocating for the care of hazardous trees. The board plans to provide relevant information to Florence citizens, change the City's codes, promote the planting of new trees, and assist in writing potential grant proposals.

**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).

Kati Scheibler- 609 W 2<sup>nd</sup> Street

Noted her unresolved issues with the City's pesticide spraying, bat conservation, and bear conflicts within the community.

**5) CONSENT AGENDA**

- a) Consider approving the minutes as written for the Regular City Council Meeting on April 1, 2024
- b) Consider approving City expenditures prepared April 4, 2024, in the amount of \$74,233.61; April 11, 2024 in the amount of \$77,908.30
- c) Consider approving the annual liquor license renewal for The Patio Pub
- d) Consider approving a modification of premises request for The Patio Pub
- e) Consider authorizing the City Manager to enter into an agreement with Tri-State Fireworks, Inc. for the purchase and delivery of fireworks in the amount of \$16,000

Councilor MacKinnon motioned to approve the Consent Agenda. Councilor Stone 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. 3 –2024, an Ordinance authorizing the lease agreement renewal for the Colorado State Patrol, Troop 2A

City Manager Amy Nasta noted the first reading was approved at the April 1, 2024, City Council meeting, and this is the statutorily required second reading of an ordinance. The ordinance renews the Colorado State Patrol lease within City Hall.

Motion to approve the second reading of Ordinance No. 3 –2024, an Ordinance authorizing the lease agreement renewal for the Colorado State Patrol, Troop 2A: Councilor Stone  
Seconded by: Councilor Stiefel

7 Ayes

Motion passed: 7 – 0

- b) Consider approving the second reading of Ordinance 4-2024, an Ordinance amending Chapter 2.20 of the Florence Municipal Code relating to the Planning Commission

City Manager Nasta noted the first reading was approved at the April 1, 2024, City Council meeting, and this ordinance updates policies and procedures surrounding the Planning Commission.

Motion to approve the second reading of Ordinance 4-2024, an Ordinance amending Chapter 2.20 of the Florence Municipal Code relating to the Planning Commission: Councilor Mergelman

Seconded by: Councilor Gardner

7 Ayes

Motion passed: 7 – 0

- c) Consider approving the second reading of Ordinance 5-2024, an Ordinance adding Chapter 2.25 of the Florence Municipal Code relating to the Board of Zoning Adjustment

City Manager Nasta noted the first reading was approved at the April 1, 2024, City Council meeting. This ordinance moves BOZA to Chapter 2 of the municipal code, and outlines updated policies and procedures.

Motion to approve the second reading of Ordinance 5-2024, an Ordinance adding Chapter 2.25 of the Florence Municipal Code relating to the Board of Zoning Adjustment: Councilor Stone

Seconded by: Councilor Gardner

7 Ayes

Motion passed: 7 – 0

**7) NEW BUSINESS**

- a) Consider adopting a Resolution adopting an ARPA Tree Maintenance Program for the City of Florence, Colorado

City Manager Nasta stated Resolution 5-2024 adopts and outlines an ARPA tree maintenance program by reference. It's a one-time program for the mitigation of hazardous trees and associated sidewalk damage utilizing the allocated \$113, 500 in ARPA funding. The document's program provides rules and procedures for allocating funding based on the City Council's goals and criteria from the March 18, 2024, City Council workshop. The program intends to ensure the most hazardous trees are mitigated first.

Kathy Madonna- 504 Brookeway

Confirmed the ARPA funds must be spent before the end of 2026 and requested the City Council include a reporting system with the program.

Bridger Langston- Canon City

Runs a local tree company in Canon City and is interested in submitting a proposal to the City Council for the tree removals.

Sue Kinzer- 302 Wilson Avenue

Questioned if the Safe Streets grant could be used for sidewalk repair and if any tree mitigation would take place in Rainbow Park.

Mayor Wolfe stated Rainbow Park is outside of city limits, and agreed to the inclusion of a status report.

Councilor Mergelman requested a calendar and project schedule be included in the report.

Motion to adopt Resolution 5-2024, a Resolution adopting an ARPA Tree Maintenance Program for the City of Florence, Colorado, to include a quarterly status report:

Councilor Mergelman

Second: Councilor MacKinnon

7 Ayes

Motion passed: 7 – 0

- b) Consider adopting a Resolution setting water rates and capital improvement charges to be assessed to the East Florence Water Association

City Manager Nasta stated the East Florence Water Association contract requires an annual re-evaluation of water rates. The increase will be \$668.17 per month, which EFWA would relay to its customers. This increase covers operating and capital costs.

Motion to adopt Resolution 6-2024 setting water rates and capital improvement charges to be assessed to the East Florence Water Association from May 1, 2024, to April 30, 2025:

Councilor Stone

Seconded by: Councilor Gardner

7 Ayes

Motion passed: 7 – 0

**8) COUNCIL UPDATES**

a) City Council Reports

Councilor Stone attended the Florence Chamber of Commerce meeting and announced their upcoming Business After Hours event. She also attended the Florence Marchants meeting where they're working on a billboard, the upcoming Car Show, and Second Saturday events.

Councilor Mergelman promoted the 5<sup>th</sup> Annual Chili and Pie Cookoff July 4<sup>th</sup> fundraiser.

Mayor Wolfe attended the Tree Board, 4<sup>th</sup> of July Planning, City/City/County, Senior Center Coffee Chat, Mayor's Round Table, Merchants meeting, and KRLN radio show with Councilor Mergelman. Fremont County is working to expand its Pathfinder Park capabilities, the EPA is demolishing the Penrose funeral home location, and Canon City is still undergoing road construction. Mayor Wolfe announced a new three-mile trail at Red Canon Park, clarified that May 25<sup>th</sup> is Fremont County's electronic recycling, and reminded the City Council he would be absent for the next meeting.

b) City Manager Reports

City Manager Nasta addressed Ms. Schleibler's concern regarding mosquito spraying certification. She stated Public Works Director Sam Elstun and one member of staff conduct the local mosquito spraying. Both would hold the proper certification before the scheduled spray on April 19.

**9) EXECUTIVE SESSION(S):**

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.

**10) ADJOURNMENT:** Adjournment until the next regular City Council Meeting  
Monday, May 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 7:10 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 |
|---------------|---------------------|----------------|------------|----------------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
| 110           | COLORADO STATE TREA | 2021 248       | 0120002031 | UNEMPLOYMENT TAX           | 1   | 04/17/2024   | 920.33         | .00             | 920.33       | 45252        | 04/18/2024       |
| Total 110:    |                     |                |            |                            |     |              | 920.33         | .00             | 920.33       |              |                  |
| 182           | FREMONT PAVING      | CC17416        | 1743107520 | aphalt                     | 1   | 04/10/2024   | 595.85         | .00             | 595.85       | 45255        | 04/18/2024       |
| Total 182:    |                     |                |            |                            |     |              | 595.85         | .00             | 595.85       |              |                  |
| 201           | ATMOS ENERGY        | 3016435394     | 0140608751 | MUNI CENTER                | 1   | 04/09/2024   | 1,805.75       | .00             | 1,805.75     | 20244181     | 04/18/2024       |
|               |                     | 3016936816     | 0243607710 | Filtration Plant           | 1   | 04/09/2024   | 1,166.05       | .00             | 1,166.05     | 20244179     | 04/18/2024       |
|               |                     | 3017912536     | 0444151900 | pool                       | 1   | 04/09/2024   | 102.34         | .00             | 102.34       | 20244180     | 04/18/2024       |
| Total 201:    |                     |                |            |                            |     |              | 3,074.14       | .00             | 3,074.14     |              |                  |
| 318           | PETTY CASH          | CHILI COOK     | 0146008030 | Chili Cook off Petty Cash- | 1   | 04/18/2024   | 300.00         | .00             | 300.00       | 45259        | 04/18/2024       |
| Total 318:    |                     |                |            |                            |     |              | 300.00         | .00             | 300.00       |              |                  |
| 916           | MARTIN AND WOOD     | 27482          | 0243707890 | ENG fees                   | 1   | 03/31/2024   | 57.50          | .00             | 57.50        | 45257        | 04/18/2024       |
| Total 916:    |                     |                |            |                            |     |              | 57.50          | .00             | 57.50        |              |                  |
| 955           | FLORENCE TRUE VALUE | 2404-009552    | 0145207720 | Weed/Feed                  | 1   | 04/16/2024   | 2,499.50       | .00             | 2,499.50     | 45254        | 04/18/2024       |
| Total 955:    |                     |                |            |                            |     |              | 2,499.50       | .00             | 2,499.50     |              |                  |
| 1253          | AT & T MOBILITY     | 2872703950     | 0241505000 | Water Tower                | 1   | 04/06/2024   | 84.96          | .00             | 84.96        | 45251        | 04/18/2024       |
| Total 1253:   |                     |                |            |                            |     |              | 84.96          | .00             | 84.96        |              |                  |
| 1718          | BLACK HILLS ENERGY  | 1645566418     | 0243557650 | 2 MG TANK                  | 1   | 04/09/2024   | 19.07          | .00             | 19.07        | 20244169     | 04/16/2024       |
|               |                     | 1944485829     | 0145207830 | RIVER PARK                 | 1   | 04/12/2024   | 65.00          | .00             | 65.00        | 20244175     | 04/16/2024       |
|               |                     | 2010553787     | 0243557693 | BULK WATER STATION         | 1   | 04/09/2024   | 337.38         | .00             | 337.38       | 20244165     | 04/16/2024       |
|               |                     | 2273109055     | 1446602600 | CONCESSION STAND           | 1   | 04/09/2024   | 22.05          | .00             | 22.05        | 20244166     | 04/16/2024       |
|               |                     | 4125488554     | 0243557670 | SOUTH PLANT                | 1   | 04/09/2024   | 392.65         | .00             | 392.65       | 20244164     | 04/16/2024       |
|               |                     | 4240921842     | 0143107540 | STREET LIGHTS              | 1   | 04/09/2024   | 1,008.09       | .00             | 1,008.09     | 20244174     | 04/16/2024       |
|               |                     | 4388081497     | 0145207830 | SKATE PARK                 | 1   | 04/09/2024   | 107.98         | .00             | 107.98       | 20244163     | 04/16/2024       |

| Vendor Number | Name                 | Invoice Number | GL Account | Description         | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|----------------------|----------------|------------|---------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
|               |                      | 4402785897     | 0140608753 | MUNI ANNEX          | 1   | 04/09/2024   | 56.36          | .00             | 56.36        | 20244168     | 04/16/2024       |
|               |                      | 4905461526     | 0143107540 | STREET LIGHTS       | 1   | 04/09/2024   | 1,258.60       | .00             | 1,258.60     | 20244161     | 04/16/2024       |
|               |                      | 5427493790     | 0145207830 | TRIANGLE PARK       | 1   | 04/09/2024   | 14.07          | .00             | 14.07        | 20244171     | 04/16/2024       |
|               |                      | 5509677786     | 1446602600 | WILCOX LIGHTS       | 1   | 04/09/2024   | 28.96          | .00             | 28.96        | 20244167     | 04/16/2024       |
|               |                      | 5796648483     | 0140608751 | MUNI CENTER         | 1   | 04/09/2024   | 2,771.88       | .00             | 2,771.88     | 20244170     | 04/16/2024       |
|               |                      | 6649764712     | 0243557660 | S RESERVOIR PUMP    | 1   | 04/09/2024   | 13.68          | .00             | 13.68        | 20244173     | 04/16/2024       |
|               |                      | 7296507422     | 0243557690 | NEWLIN CABIN        | 1   | 04/09/2024   | 151.33         | .00             | 151.33       | 20244172     | 04/16/2024       |
|               |                      | 7723236321     | 0243557675 | NEW SOUTH PLANT     | 1   | 04/09/2024   | 9,503.46       | .00             | 9,503.46     | 20244162     | 04/16/2024       |
| Total 1718:   |                      |                |            |                     |     |              | 15,750.56      | .00             | 15,750.56    |              |                  |
| 1927          | HEATING & PLUMBING E | 1121           | 0140608420 | Prevention          | 1   | 04/11/2024   | 306.50         | .00             | 306.50       | 45256        | 04/18/2024       |
| Total 1927:   |                      |                |            |                     |     |              | 306.50         | .00             | 306.50       |              |                  |
| 2045          | Omnigo Software      | I-OS018333     | 0142105050 | MOBILE WORK STATION | 1   | 04/18/2024   | 500.00         | .00             | 500.00       | 45258        | 04/18/2024       |
| Total 2045:   |                      |                |            |                     |     |              | 500.00         | .00             | 500.00       |              |                  |
| 2219          | CHARTER COMMUNICATI  | 1726308010     | 0141505000 | CITY HALL           | 1   | 04/07/2024   | 339.93         | .00             | 339.93       | 20244178     | 04/18/2024       |
|               |                      | 1726308010     | 0142105000 | PD PHONES           | 2   | 04/07/2024   | 649.61         | .00             | 649.61       | 20244178     | 04/18/2024       |
|               |                      | 1726308010     | 0143105000 | shop                | 3   | 04/07/2024   | 239.95         | .00             | 239.95       | 20244178     | 04/18/2024       |
|               |                      | 1726308010     | 0444152000 | pool                | 4   | 04/07/2024   | 139.98         | .00             | 139.98       | 20244178     | 04/18/2024       |
| Total 2219:   |                      |                |            |                     |     |              | 1,369.47       | .00             | 1,369.47     |              |                  |
| 2467          | Century Link         | 300805105 0    | 0241505000 | SOUTH PLANT fax     | 1   | 04/08/2024   | 171.20         | .00             | 171.20       | 20244177     | 04/18/2024       |
| Total 2467:   |                      |                |            |                     |     |              | 171.20         | .00             | 171.20       |              |                  |
| 2614          | Amnet Inc.           | 18349          | 0141505600 | admin               | 1   | 04/18/2024   | 1,038.19       | .00             | 1,038.19     | 20244176     | 04/18/2024       |
|               |                      | 18349          | 0141505600 | court               | 2   | 04/18/2024   | 115.28         | .00             | 115.28       | 20244176     | 04/18/2024       |
|               |                      | 18349          | 0241505600 | water               | 3   | 04/18/2024   | 7,190.53       | .00             | 7,190.53     | 20244176     | 04/18/2024       |
|               |                      | 18349          | 0142106600 | police              | 4   | 04/18/2024   | 2,891.24       | .00             | 2,891.24     | 20244176     | 04/18/2024       |
|               |                      | 18349          | 0142105050 | pw                  | 5   | 04/18/2024   | 522.69         | .00             | 522.69       | 20244176     | 04/18/2024       |
|               |                      | 18349          | 0444152300 | pool firewall       | 6   | 04/18/2024   | 200.00         | .00             | 200.00       | 20244176     | 04/18/2024       |
|               |                      | 18349          | 0141306000 | executive           | 7   | 04/18/2024   | 110.24         | .00             | 110.24       | 20244176     | 04/18/2024       |
| Total 2614:   |                      |                |            |                     |     |              | 12,068.17      | .00             | 12,068.17    |              |                  |

| Vendor Number | Name                  | Invoice Number | GL Account | Description                | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|-----------------------|----------------|------------|----------------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
| 2916          | Compound Towing , inc | 0044           | 0142107420 | Towing 24-0178             | 1   | 03/13/2024   | 150.00         | .00             | 150.00       | 45253        | 04/18/2024       |
| Total 2916:   |                       |                |            |                            |     |              | 150.00         | .00             | 150.00       |              |                  |
| 3025          | A Better Tree Service | REFUND FO      | 0132101000 | refund overpayment of lice | 1   | 04/17/2024   | 40.00          | .00             | 40.00        | 45250        | 04/18/2024       |
| Total 3025:   |                       |                |            |                            |     |              | 40.00          | .00             | 40.00        |              |                  |
| Grand Totals: |                       |                |            |                            |     |              | 37,888.18      | .00             | 37,888.18    |              |                  |

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 |
|---------------|----------------------|----------------|------------|--------------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
| 122           | MOHR'S               | 18310          | 0141103500 | NAME TAG                 | 1   | 04/18/2024   | 65.25          | .00             | 65.25        | 45265        | 04/25/2024       |
| Total 122:    |                      |                |            |                          |     |              | 65.25          | .00             | 65.25        |              |                  |
| 923           | ALSCO                | LDEN291319     | 0144202000 | UNIFORM RENTAL-Street    | 1   | 04/03/2024   | 127.67         | .00             | 127.67       | 45260        | 04/25/2024       |
|               |                      | LDEN291319     | 0144202000 | UNIFORM RENTAL - Cem     | 2   | 04/03/2024   | 11.33          | .00             | 11.33        | 45260        | 04/25/2024       |
|               |                      | LDEN291319     | 0144202000 | UNIFORM RENTAL-Street    | 3   | 04/03/2024   | 6.00           | .00             | 6.00         | 45260        | 04/25/2024       |
|               |                      | LDEN291676     | 0144202000 | UNIFORM RENTAL-Street    | 1   | 04/10/2024   | 127.67         | .00             | 127.67       | 45260        | 04/25/2024       |
|               |                      | LDEN291676     | 0144202000 | UNIFORM RENTAL - Cem     | 2   | 04/10/2024   | 11.33          | .00             | 11.33        | 45260        | 04/25/2024       |
|               |                      | LDEN292011     | 0144202000 | UNIFORM RENTAL-Street    | 1   | 04/17/2024   | 127.67         | .00             | 127.67       | 45260        | 04/25/2024       |
|               |                      | LDEN292011     | 0144202000 | UNIFORM RENTAL - Cem     | 2   | 04/17/2024   | 11.33          | .00             | 11.33        | 45260        | 04/25/2024       |
|               |                      | LDEN292348     | 0144202000 | MATS                     | 1   | 04/24/2024   | 56.20          | .00             | 56.20        | 45260        | 04/25/2024       |
| Total 923:    |                      |                |            |                          |     |              | 479.20         | .00             | 479.20       |              |                  |
| 1020          | TWIN ENVIRO SERVICES | 234564         | 0143204100 | Spring Clean Up Dumpster | 1   | 04/15/2024   | 395.00         | .00             | 395.00       | 45267        | 04/25/2024       |
|               |                      | 234565         | 0143204100 | Spring Clean Up Dumpster | 1   | 04/15/2024   | 395.00         | .00             | 395.00       | 45267        | 04/25/2024       |
|               |                      | 234566         | 0143204100 | Spring Clean Up Dumpster | 1   | 04/15/2024   | 395.00         | .00             | 395.00       | 45267        | 04/25/2024       |
| Total 1020:   |                      |                |            |                          |     |              | 1,185.00       | .00             | 1,185.00     |              |                  |
| 1718          | BLACK HILLS ENERGY   | 1225088886     | 0140608600 | CEMETERY HOUSE           | 1   | 04/24/2024   | 60.12          | .00             | 60.12        | 20242401     | 04/24/2024       |
|               |                      | 3135165503     | 0243507660 | PUMP @ AIRPORT           | 1   | 04/24/2024   | 1,004.35       | .00             | 1,004.35     | 20242407     | 04/24/2024       |
|               |                      | 4197016039     | 0144207700 | CEMETERY SPRINKLERS      | 1   | 04/24/2024   | 30.37          | .00             | 30.37        | 20242405     | 04/24/2024       |
|               |                      | 5278901611     | 0243557680 | COAL CREEK TANK          | 1   | 04/24/2024   | .07            | .00             | .07          | 20242406     | 04/24/2024       |
| Total 1718:   |                      |                |            |                          |     |              | 1,094.91       | .00             | 1,094.91     |              |                  |
| 1719          | STAPLES BUSINESS ADV | 7000336479     | 0141503000 | admin supplies           | 1   | 04/13/2024   | 73.61          | .00             | 73.61        | 45266        | 04/25/2024       |
| Total 1719:   |                      |                |            |                          |     |              | 73.61          | .00             | 73.61        |              |                  |
| 2467          | Century Link         | 33406856 04    | 0241505000 | SOUTH PLANT              | 1   | 04/24/2024   | 116.13         | .00             | 116.13       | 20242402     | 04/24/2024       |
|               |                      | 7197840617     | 0241505000 | SOUTH PLANT fax          | 1   | 04/13/2024   | 264.77         | .00             | 264.77       | 20242403     | 04/24/2024       |
| Total 2467:   |                      |                |            |                          |     |              | 380.90         | .00             | 380.90       |              |                  |

| Vendor Number | Name                  | Invoice Number | GL Account | Description                | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|-----------------------|----------------|------------|----------------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
| 2614          | Amnet Inc.            | 18378          | 0141505600 | admin                      | 1   | 04/22/2024   | 809.09         | .00             | 809.09       | 20242404     | 04/24/2024       |
| Total 2614:   |                       |                |            |                            |     |              | 809.09         | .00             | 809.09       |              |                  |
| 2916          | Compound Towing , inc | 24-0178 00     | 0142107420 | Towing                     | 1   | 04/24/2024   | 150.00         | .00             | 150.00       | 45262        | 04/25/2024       |
| Total 2916:   |                       |                |            |                            |     |              | 150.00         | .00             | 150.00       |              |                  |
| 3127          | Eric Hatfield         | CHILI COOK     | 0146008030 | Pie Winner- Chili Cook off | 1   | 04/25/2024   | 50.00          | .00             | 50.00        | 45263        | 04/25/2024       |
| Total 3127:   |                       |                |            |                            |     |              | 50.00          | .00             | 50.00        |              |                  |
| 3178          | Brandon Harris        | CHILI COOK     | 0146008030 | Chili Cook off 2024 Winner | 1   | 04/25/2024   | 100.00         | .00             | 100.00       | 45261        | 04/25/2024       |
| Total 3178:   |                       |                |            |                            |     |              | 100.00         | .00             | 100.00       |              |                  |
| 3188          | John Shattuck         | REFUND         | 0234101050 | Refund                     | 1   | 04/22/2024   | 59.90          | .00             | 59.90        | 45264        | 04/25/2024       |
| Total 3188:   |                       |                |            |                            |     |              | 59.90          | .00             | 59.90        |              |                  |
| Grand Totals: |                       |                |            |                            |     |              | 4,447.86       | .00             | 4,447.86     |              |                  |

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 |
|---------------|---------------------|----------------|------------|-----------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
| 3             | DANA KEPNER         | 1546852-03     | 0243808080 | RNI/ Sensus Training  | 1   | 04/29/2024   | 15,984.65      | .00             | 15,984.65    | 45272        | 05/02/2024       |
|               |                     | 1597064-00     | 0243807940 | METERS & PITS         | 1   | 04/24/2024   | 2,294.12       | .00             | 2,294.12     | 45272        | 05/02/2024       |
| Total 3:      |                     |                |            |                       |     |              | 18,278.77      | .00             | 18,278.77    |              |                  |
| 71            | CANON RENTAL CENTER | 294864         | 0145205000 | lions park            | 1   | 04/30/2024   | 82.50          | .00             | 82.50        | 45285        | 05/02/2024       |
|               |                     | 295079         | 0145204583 | Skate park            | 1   | 04/30/2024   | 75.00          | .00             | 75.00        | 45285        | 05/02/2024       |
|               |                     | 295079         | 0144203500 | CEMETERY              | 2   | 04/30/2024   | 75.00          | .00             | 75.00        | 45285        | 05/02/2024       |
|               |                     | 295216         | 0143103500 | shop                  | 1   | 04/30/2024   | 84.00          | .00             | 84.00        | 45285        | 05/02/2024       |
| Total 71:     |                     |                |            |                       |     |              | 316.50         | .00             | 316.50       |              |                  |
| 182           | FREMONT PAVING      | CC17586        | 1743107520 | aphalt                | 1   | 04/25/2024   | 429.25         | .00             | 429.25       | 45274        | 05/02/2024       |
| Total 182:    |                     |                |            |                       |     |              | 429.25         | .00             | 429.25       |              |                  |
| 274           | MASTER PRINTERS     | 40977 40981    | 0241503100 | Water Bills           | 1   | 04/18/2024   | 2,800.00       | .00             | 2,800.00     | 45276        | 05/02/2024       |
|               |                     | 40977 40981    | 0241503000 | ENVELOPES             | 2   | 04/18/2024   | 210.00         | .00             | 210.00       | 45276        | 05/02/2024       |
|               |                     | 41088          | 0241503000 | ENVELOPES             | 1   | 05/01/2024   | 110.00         | .00             | 110.00       | 45286        | 05/02/2024       |
| Total 274:    |                     |                |            |                       |     |              | 3,120.00       | .00             | 3,120.00     |              |                  |
| 397           | U S POSTAL SERVICE  | MAY BILLIN     | 0241503100 | UTILITY BILLING       | 1   | 05/02/2024   | 757.01         | .00             | 757.01       | 45281        | 05/02/2024       |
| Total 397:    |                     |                |            |                       |     |              | 757.01         | .00             | 757.01       |              |                  |
| 923           | ALSCO               | LDEN292348     | 0144202000 | UNIFORM RENTAL-Street | 1   | 04/24/2024   | 127.67         | .00             | 127.67       | 45269        | 05/02/2024       |
|               |                     | LDEN292348     | 0144202000 | UNIFORM RENTAL - Cem  | 2   | 04/24/2024   | 11.33          | .00             | 11.33        | 45269        | 05/02/2024       |
| Total 923:    |                     |                |            |                       |     |              | 139.00         | .00             | 139.00       |              |                  |
| 934           | UNCC                | 224040566      | 0243808090 | LINE LOCATES          | 1   | 04/30/2024   | 70.95          | .00             | 70.95        | 45282        | 05/02/2024       |
| Total 934:    |                     |                |            |                       |     |              | 70.95          | .00             | 70.95        |              |                  |
| 1455          | SAN ISABEL SERVICES | U0066441       | 0243658790 | SO PLANT PROPANE      | 1   | 04/29/2024   | 364.24         | .00             | 364.24       | 45279        | 05/02/2024       |

| Vendor Number | Name                       | Invoice Number | GL Account | Description                  | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|----------------------------|----------------|------------|------------------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
| Total 1455:   |                            |                |            |                              |     |              | 364.24         | .00             | 364.24       |              |                  |
| 1719          | STAPLES BUSINESS ADV       | 7000386988     | 0141503000 | admin                        | 1   | 04/20/2024   | 21.74          | .00             | 21.74        | 45280        | 05/02/2024       |
| Total 1719:   |                            |                |            |                              |     |              | 21.74          | .00             | 21.74        |              |                  |
| 2614          | Amnet Inc.                 | 18381          | 0143103500 | Hardrive replacement Shop    | 1   | 04/26/2024   | 222.22         | .00             | 222.22       | 20240501     | 05/01/2024       |
|               |                            | 18387          | 0142103100 | Hardrive replacement         | 1   | 04/30/2024   | 332.57         | .00             | 332.57       | 20240501     | 05/01/2024       |
| Total 2614:   |                            |                |            |                              |     |              | 554.79         | .00             | 554.79       |              |                  |
| 2871          | Core & Main                | U639443        | 0249509043 | 67 Pipeline Project - Pipe s | 1   | 04/15/2024   | 56,740.13      | .00             | 56,740.13    | 45287        | 05/02/2024       |
|               |                            | U650162        | 0249509043 | 67 Pipeline Project - Pipe s | 1   | 04/22/2024   | 51,663.50      | .00             | 51,663.50    | 45287        | 05/02/2024       |
|               |                            | U737596        | 0249509043 | 67 Pipeline Project - Pipe s | 1   | 04/22/2024   | 8,300.25       | .00             | 8,300.25     | 45287        | 05/02/2024       |
| Total 2871:   |                            |                |            |                              |     |              | 116,703.88     | .00             | 116,703.88   |              |                  |
| 2882          | Fiber Platform, LLC        | SI-24-014637   | 0142105000 | Ethernet Access PD           | 1   | 05/01/2024   | 1,532.00       | .00             | 1,532.00     | 45273        | 05/02/2024       |
| Total 2882:   |                            |                |            |                              |     |              | 1,532.00       | .00             | 1,532.00     |              |                  |
| 2916          | Compound Towing , inc      | 24-0178 00     | 0142107420 | Towing                       | 1   | 04/24/2024   | 150.00         | .00             | .00          | 45262        | Multiple         |
|               |                            | 24-0178 00     | 0142107420 | Towing                       | 2   | 04/24/2024   | 150.00-        |                 |              |              |                  |
| Total 2916:   |                            |                |            |                              |     |              | .00            | .00             | .00          |              |                  |
| 2947          | SECOM, INC                 | 377805 5/01/   | 0241505000 | Internet                     | 1   | 05/01/2024   | 70.16          | .00             | 70.16        | 20240501     | 05/01/2024       |
| Total 2947:   |                            |                |            |                              |     |              | 70.16          | .00             | 70.16        |              |                  |
| 3008          | Great American Financial S | 36385253       | 0141503500 | Printer lease                | 1   | 04/18/2024   | 337.00         | .00             | 337.00       | 45275        | 05/02/2024       |
| Total 3008:   |                            |                |            |                              |     |              | 337.00         | .00             | 337.00       |              |                  |
| 3051          | CivicPlus, LLC             | 300684         | 0141107310 | Municode Full service code   | 1   | 04/30/2024   | 631.61         | .00             | 631.61       | 45271        | 05/02/2024       |
| Total 3051:   |                            |                |            |                              |     |              | 631.61         | .00             | 631.61       |              |                  |
| 3128          | Lynn Rae                   | MILEAGE M      | 0141503000 | Mileage-                     | 1   | 05/02/2024   | 34.17          | .00             | 34.17        | 45288        | 05/02/2024       |

| Vendor Number | Name                    | Invoice Number | GL Account | Description           | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |  |
|---------------|-------------------------|----------------|------------|-----------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|--|
| Total 3128:   |                         |                |            |                       |     |              | 34.17          | .00             | 34.17        |              |                  |  |
| 3151          | Badger Daylighting Corp | 2665405        | 1743107510 | Culvert Project 2024  | 1   | 03/22/2024   | 16,460.00      | .00             | .00          | 45206        | Multiple         |  |
|               |                         | 2665405        | 1743107510 | Culvert Project 2024  | 2   | 03/22/2024   | 16,460.00-     |                 |              |              |                  |  |
|               |                         | 2665405- RE    | 1743107510 | Culvert Project 2024  | 1   | 05/01/2024   | 14,640.00      | .00             | 14,640.00    | 45270        | 05/02/2024       |  |
| Total 3151:   |                         |                |            |                       |     |              | 14,640.00      | .00             | 14,640.00    |              |                  |  |
| 3171          | PVS DX INC.             | 737001317-2    | 0243458510 | Sodium Hypo 10%       | 1   | 04/26/2024   | 8,693.88       | .00             | 8,693.88     | 45283        | 05/02/2024       |  |
| Total 3171:   |                         |                |            |                       |     |              | 8,693.88       | .00             | 8,693.88     |              |                  |  |
| 3189          | Michael Cundiff         | REFUND-        | 0132101200 | Refund                | 1   | 05/01/2024   | 25.00          | .00             | 25.00        | 45277        | 05/02/2024       |  |
| Total 3189:   |                         |                |            |                       |     |              | 25.00          | .00             | 25.00        |              |                  |  |
| 3190          | Randy Stacy             | REFUND         | 0136003850 | Refund VIN inspection | 1   | 05/01/2024   | 25.00          | .00             | 25.00        | 45278        | 05/02/2024       |  |
| Total 3190:   |                         |                |            |                       |     |              | 25.00          | .00             | 25.00        |              |                  |  |
| Grand Totals: |                         |                |            |                       |     |              | 166,744.95     | .00             | 166,744.95   |              |                  |  |

Report Criteria:  
 Detail report type printed

## **COUNCIL ACTION FORM**

**MEETING DATE: MAY 6, 2024**

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

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**Agenda Item:** Consider approving the annual liquor license renewal for Big D's Super Foods

**Department:** Administration

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**Staff Recommendation:**

Approve the annual liquor license renewal for Big D's Super Foods

**Background/Description of Item:**

Big D's Super Foods is located at 1100 East Main Street. The applicant has submitted all required renewal documentation.

**Financial Impact:**

The City fee for this application was \$103.75

**Suggested Motion:**

Approve the annual liquor license renewal for Big D's Super Foods

## **COUNCIL ACTION FORM**

**MEETING DATE: MAY 6, 2024**

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

---

**Agenda Item:** Consider approving the annual liquor license renewal of the Rialto Theater

**Department:** Administration

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**Staff Recommendation:**

Approve the annual liquor license renewal for the Rialto Theater

**Background/Description of Item:**

The Rialto Theater is located at 209 West Main Street. The applicant has submitted all required renewal documentation.

**Financial Impact:**

The City fee for this application was \$141.25

**Suggested Motion:**

Approve the annual liquor license renewal for the Rialto Theater

## **COUNCIL ACTION FORM**

**MEETING DATE: MAY 6, 2024**

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

---

**Agenda Item:** Consider approving the annual liquor license renewal of the Pour House

**Department:** Administration

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**Staff Recommendation:**

Approve the annual liquor license renewal for the Pour House

**Background/Description of Item:**

The Pour House is located at 117 West Main Street. The applicant has submitted all required renewal documentation.

**Financial Impact:**

The City fee for this application was \$175.00

**Suggested Motion:**

Approve the annual liquor license renewal for the Pour House



## **COUNCIL ACTION FORM**

**MEETING DATE: MAY 6, 2024**

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

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**Agenda Item:** Consider approving the annual liquor license renewal of the Florence Brewing Company

**Department:** Administration

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**Staff Recommendation:**

Approve the annual liquor license renewal for the Florence Brewing Company

**Background/Description of Item:**

The Florence Brewing Company is located at 200 South Pikes Peak Avenue. The applicant has submitted all required renewal documentation.

**Financial Impact:**

The City fee for this application was \$175.00

**Suggested Motion:**

Approve the annual liquor license renewal for the Florence Brewing Company

# COUNCIL ACTION FORM

MEETING DATE: MAY 6, 2024

STAFF REPORT: ASHLEY FOX, PLANNING DIRECTOR

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**Agenda Item:** Ordinance No. 6 - 2024, an Ordinance approving the re-zoning of Lot 2, Homestead Hills Subdivision Filing No. 1 from C – General Commercial to R-3 High Density Residential Zone District

**Department:** Planning

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

Rezoning request is for property located at 4540 State Highway 67 and legally known as Lot 2, Homestead Hills Filing No. 1. The current structure, built in the early 1990s, was originally a Super 8 Motel, which did serve the community for several years. The applicant, Justin Shae and owner of the building, now called the Florence Inn, has requested the zone change to provide affordable housing for the area.

## **Staff Comments:**

- The adjacent properties along State Highway 67 are Planned Unit Development, Commercial or Residential.
- Per Municipal Code - R-3 – High Density Residential is comprised of residential areas primarily intended for residential development containing five (5) or more units per structure.
- A new CDOT access permit for the Florence Inn has been approved.
- Hydraulic calculations and analysis of the sprinkler system for the building have been conducted and do meet current building code standards.
- The fire detection monitoring system has been inspected and is functioning. Florence Fire Protection District has approved the system.
- The Planning Commission held a Public Hearing on December 21, 2023 and then on January 18, 2024 voted unanimously to recommend to City Council that the subject property be re-zoned to R-3 High Density Residential based on the proposed rezoning is necessary in order to provide land for a community related use which was not anticipated at the time of the adoption of the City's comprehensive plan, and that such rezoning will be consistent with the policies and goals of the comprehensive plan.

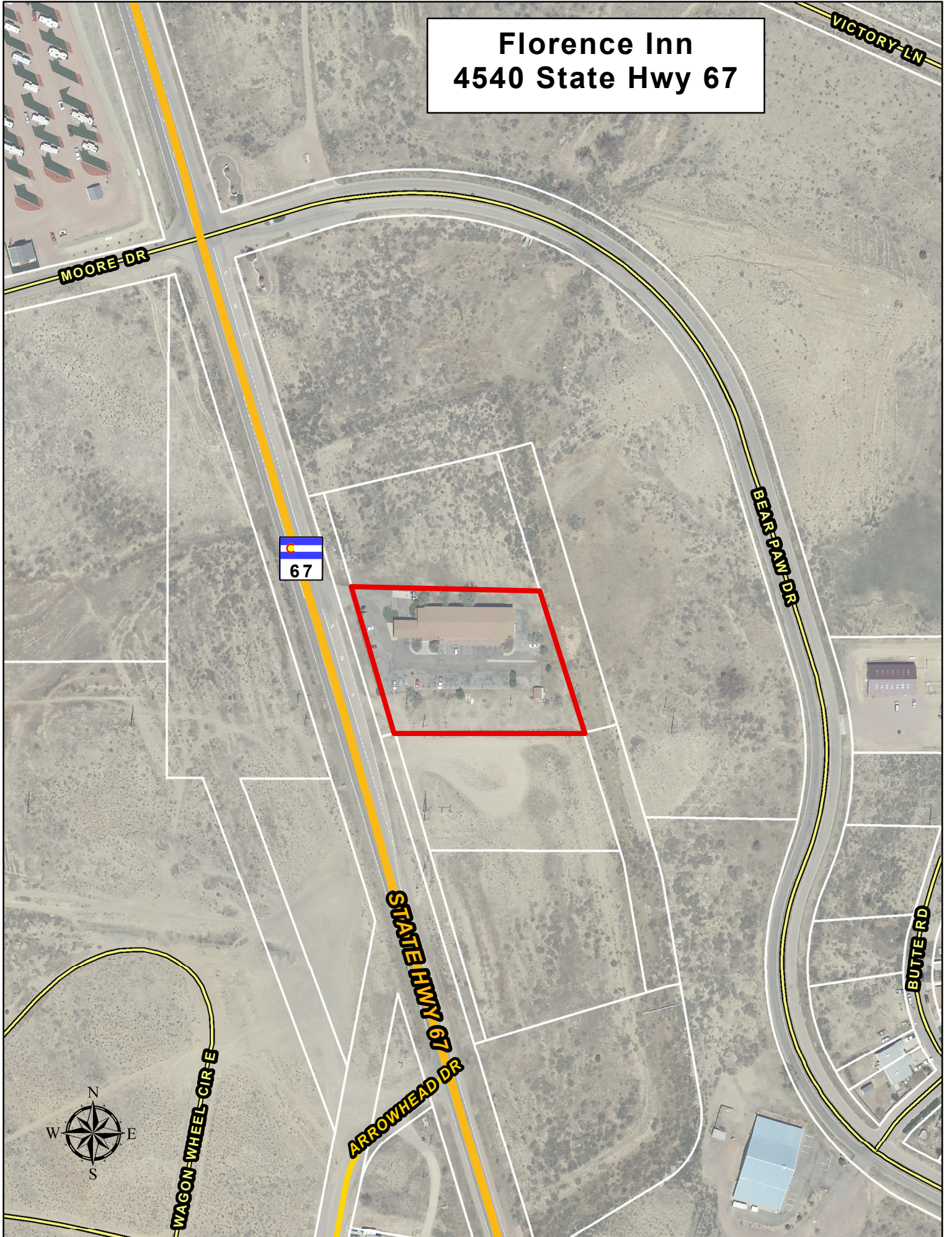
## **Attachments included:**

- Overview Map
- Ordinance No. 6 - 2024

## **Suggested Motions:**

Approve Ordinance No. 6 - 2024, an ordinance approving the re-zoning of Lot 2, Homestead Hills Subdivision Filing No. 1 from C – General Commercial to R-3 High Density Residential Zone District.

Florence Inn  
4540 State Hwy 67



**ORDINANCE NO. 6 - 2024**

**An Ordinance Approving Re-Zoning of Lot 2, Homestead Hills Filing No. 1  
From C – General Commercial to R-3 – High Density Residential**

**WHEREAS**, the City Council of the City of Florence, Colorado, pursuant to Colorado statute and the Florence Municipal Code, is vested with the authority of administering the affairs of the City of Florence, Colorado; and

**WHEREAS**, Florence Inn LLC, being the sole owner of all of the subject property; and

**WHEREAS**, The owner submitted the proper application and paid the appropriate fee to request re-zoning of the subject lot in the platted Homestead Hills Subdivision Filing No. 1 pursuant to Title 17 of the Florence Municipal Code; and

**WHEREAS**, a public hearing was held, after proper notice was published, posted, and mailed, before the Florence Planning Commission pursuant to Florence Municipal Code Section 17.76 on Thursday, December 21, 2023. Florence Planning Commission on January 18, 2024, by unanimous vote, recommended to the City Council that the said property be re-zoned to the R-3 High Density Residential Zone District, finding that the proposed rezoning is necessary in order to provide land for a community related use which was not anticipated at the time of the adoption of the City's comprehensive plan, and that such rezoning will be consistent with the policies and goals of the comprehensive plan.

NOW, THEREFORE, BE IT ORDAINED BY THE FLORENCE CITY COUNCIL AS FOLLOWS:

1. The land described in the title statement of this Ordinance is hereby re-zoned to the R-3 High Density Residential Zone District.
2. The zoning map of the City of Florence shall be amended to reflect the above zone designation.

**INTRODUCED AS AN ORDINANCE, PASSED ON ITS FIRST READING, ASSIGNED AN ORDINANCE NUMBER AND ORDERED TO BE PUBLISHED IN *THE DAILY RECORD*, THE CITY'S OFFICIAL NEWSPAPER ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024.**

**ATTEST:**

**CITY OF FLORENCE, COLORADO**

\_\_\_\_\_  
Cortlyne Huppe, City Clerk

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

Ordinance published in full on \_\_\_\_\_, 2024 in the *Daily Record*

Passed and adopted on its second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**ATTEST:**

**CITY OF FLORENCE, COLORADO**

\_\_\_\_\_  
Cortlyne Huppe, City Clerk

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

Ordinance published by title, on \_\_\_\_\_, 2024 in the *Daily Record*



# CITY OF FLORENCE

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

cityofflorence@florencecolorado.org  
www.florencecolorado.org

## City Manager Report

April 12, 2024 -- May 2, 2024

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

- **City/City/County meeting – April 8, 2024**
  - Attended the quarterly City/City/County meeting between Cañon City, Fremont County, and the City of Florence.

### Internal Meetings/Discussion/Projects

- Have started the process of moving the City to a modern, electronic billing system. The target date for the switch to this system to go live for the public is mid-May 2024. This includes integrating the billing system with the City's accounting system. The installation of the cash receipting component of this system, which interfaces with the general ledger, has been completed and is currently live. This addition alone is already saving an average of ten to fifteen (10-15) minutes of time each day at closing.
- The City of Florence has started the process of reviewing website content in preparation for compliance with upcoming legislation regarding ADA accessibility requirements. One of the requirements of this legislation is that all items and documents on the City's website will need to become fully ADA accessible. This includes both items currently posted to the City's website and any items which may be posted in the future. The City remains committed to providing citizens with transparency and access to all information. In order to honor this commitment while still being cognizant of the administrative burden this compliance creates, we are reviewing where redundancies in document posting may exist and plan on discontinuing the current practice of redundant document posting in the near future. This does ***not*** mean the City will discontinue posting any of the information that is currently posted; rather, the City will only be posting the majority of items in one location on the website.
- Continuing the process of migrating all fees into a single, unified document. This will be a complex, lengthy process involving significant Code revisions in order to make the fee-setting process as consistent as possible. When completed, the governance of fees will be significantly more efficient and access to fee information will be greatly improved through centralization of said information. The first major associated Code revision is currently undergoing review.