



CITY OF FLORENCE

600 West 3rd Street
Florence, Colorado 81226
(719) 784-4848
cityofflorence@florencecolorado.org
www.florencecolorado.org

City Manager Report

December 29, 2023 – January 11, 2024

Meetings with agencies, boards, and committees:

- ***Board of Zoning Adjustments (BOZA) – January 3, 2024***
 - Attended the December City of Florence Board of Zoning Adjustments meeting. The meeting was canceled due to a lack of quorum.
- ***City/City/County Meeting – January 8, 2024***
 - Attended the quarterly City/City/County meeting between Fremont County, Cañon City, and the City of Florence to discuss issues happening within each entity as well as issues which may impact the larger area.
- ***County Manager’s Lunch – January 11, 2024***
 - Attended the monthly Fremont County Manager’s lunch.

Internal Meetings/Discussion/Projects

- Continuing to work with Amnet to develop a solution to the City’s consistent phone system issues.
- Have started the process of moving the City to a modern, electronic billing system. The target date for the switch to this system is early 2024.
- After careful evaluation, Staff will be testing a change to City Hall’s operating hours in order to better accommodate citizens who are unable to visit City Hall and conduct necessary business during the current operating hours of 08:30 AM – 04:30 PM. During this planned three (3) month test period, City Hall operating hours will be adjusted to 07:30 AM – 05:30 PM, Monday – Thursday. These hours will not be reduced (except under extraordinary circumstances or in case of emergency), but may be adjusted slightly as dictated by customer visitation patterns.

This change aligns with the City’s push to become more accessible for citizens. In conjunction with the shift to electronic billing, planned changes to the City’s antiquated phone system, and updates to the City’s website planned for later this year, the City will be significantly better equipped to meet citizen needs and provide excellent and timely customer service.



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The change in City Hall operating hours will go into effect on Monday, January 29, 2024. This information will be communicated via signage, on the City's website, on social media, and in the *Cañon City Daily Record*.

- The initial version of the DRAFT Personnel Policies has been provided to the Council for their review and will be brought forward for Council Consideration at the February 5, 2024 City Council meeting.