



FLORENCE CITY COUNCIL
Regular Meeting Agenda
Monday, November 18, 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) **PRESENTATIONS**
 - a) Florence Howling Husky Pride Marching Band Proclamation

- 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).

- 5) **CONSENT AGENDA**
 - a) Consider approving the minutes as written for the Regular City Council Meeting on November 4, 2024
 - b) Consider approving City expenditures prepared on November 7, 2024, in the amount of \$783,784.00, and November 14, 2024, in the amount of \$58,084.97
 - c) Consider approving the annual liquor license renewal for Alta Convenience #6323
 - d) Consider approving the annual liquor license renewal for Alta Convenience #6329
 - e) Consider approving the annual liquor license renewal for Quincy's
 - f) Consider approving the annual liquor license renewal for Chips y Salsa

- 6) **COUNCIL UPDATES**
 - a) City Council Reports
 - b) City Manager Report

- 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, December 2, 2024

PROCLAMATION

WHEREAS, the Florence High School Howling Husky Pride Marching Band defended their 2023 1A State Championship Title by taking first place in the 2024 Colorado Bandmasters Association State Championship; and

WHEREAS, this is the second 1A State Championship Band Title in the school's history, and the second in as many years; and

WHEREAS, The Florence Howling Husky Pride Marching Band placed first in every marching band competition in which they participated in 2024; and

WHEREAS, the members of the Florence Howling Husky Pride Marching Band are to be commended for their unwavering dedication, hard work, devotion to excellence, and extraordinary talent; and

WHEREAS, this achievement would not be possible without the support of organizations such as the Florence Band Boosters and generous community sponsors; and

WHEREAS, the Florence Howling Husky Pride parents demonstrated incredible dedication to the success of the Band, providing immense time, resources, and support; and

WHEREAS, the Florence RE-2 School District was instrumental in providing support to the Florence Howling Husky Pride Marching Band throughout the 2024 season and;

WHEREAS, the City of Florence takes pride in the achievements of the Florence Howling Husky Pride Marching Band.

NOW, THEREFORE BE IT RESOLVED, that I, Steve Wolfe, Mayor of the City of Florence, Colorado, do hereby proclaim November 18, 2024 as

Howling Husky Pride Day

in the City of Florence, Colorado, and urge all citizens to celebrate the tremendous achievements of the Florence Howling Husky Pride Marching Band.

In witness whereof, I have hereunto set my hand and caused the Seal of the City of Florence, Colorado to be affixed this 18th day of November, 2024.

CITY OF FLORENCE, COLORADO

Steve Wolfe, Mayor

Attest:

Cortlyne Huppe, City Clerk

(SEAL)



FLORENCE CITY COUNCIL
Regular Meeting Minutes
Monday, November 4, 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, Planning Director Ashley Fox, 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).

Mayor Wolfe recited the following statement, "Per Colorado law, electioneering is prohibited within 100 feet of polling places while voting is open. This includes campaigning, displaying political materials, wearing advocacy clothing, distributing literature, and collecting signatures. City Hall and the Council Chambers are within 100 feet of a ballot box and thus subject to these restrictions. Public comment, elected official discussions, and audience participation will be conducted accordingly in order to protect voters from undue influence and help ensure a fair electoral process."

Cathey Young- 220 East 6th

Requested Public Works Director Sam Elstun utilize a microphone when speaking about City projects.

Paula Price- 104 W Highland

Introduced herself as the new American Legion Post Commander and invited the Council to the Legion's Veterans Day celebration. She also questioned the status of the Legion's previous proposal on Union Highland Cemetery's columbarium.

4) CONSENT AGENDA

- a) Consider approving the minutes as written for the Regular City Council Meeting on October 21, 2024
- b) Consider approving City expenditures prepared on October 24, 2024, in the amount of \$13,312.76, and October 31, 2024, in the amount of \$13,990.40

- c) Consider awarding a contract for Phase 2 ADA Sidewalk Improvements at multiple locations in Florence
- d) Consider approving the Agreement for Water Service for 2499 State Highway 67, Florence, CO 81226

Councilor Stone motioned to approve the Consent Agenda. Councilor Gardner seconded. With the Councilmembers voting in favor of the motion, the motion carried.

5) NEW BUSINESS

- a) Consider approving Resolution No.12 - 2024, a resolution amending the City of Florence Colorado Open Records Act (CORA) Policy

City Attorney Dan Findlay presented the updated CORA policy. The updated version modernizes recent House Bill actions or discussions.

Councilor Mergleman questioned if the CORA policy was unique to this City Council.

City Attorney Findlay replied it is unique to Florence, but the included language is consistent with other municipalities.

Motion to approve Resolution No. 12 - 2024, a resolution amending the City of Florence Colorado Open Records Act (CORA) Policy: Councilor Stone

Seconded by: Councilor Mergelman

7 Ayes

Motion passed: 7 – 0

- b) Consider approving Resolution No. 13 – 2024, a resolution allowing a residential unit within a building situated in the C – General Commercial Zone District as a Use by Special Review at 429 East Main Street.

Planning Director Ashley Fox stated the building at 429/431 East Main Street historically served as a residential duplex. In 2010, the current owner renovated the property and requested a zone change to commercial. An apartment is an allowed use in the C – General Commercial Zone District by a Special Use Review. The Planning Commission held a Public Hearing on October 24, 2024, and voted 2 in favor, 1 opposed, and 1 abstention on the special use review. The Planning Commission then recommended the application to the City Council for a final decision.

Sue Kinzer- 302 Wilson

Inquired about the existing businesses at the location.

Mayor Wolfe confirmed the building was originally residential, before rezoning to commercial.

Planning Director Fox stated the Special Use Review will allow the building to remain commercial, while also allowing for a residential unit to occupy half of the building.

Councilor Mergelman expressed interest in protecting prime retail business locations.

Linda Mattson- 410 County Road 84B

Stated the property has been listed for sale for quite a while, and potential buyers are interested in a half-commercial, half-residential building. With a Special Use Review, they could achieve both. She was in favor of the potential multi-use.

Councilor Gardner questioned how long the building has been for sale.

Ms. Mattson replied the building has been listed for about 1.5 years.

Councilor MacKinnon stated historically buildings have served as commercial businesses and residential housing.

Motion to approve Resolution No. 13 – 2024, a resolution allowing a residential unit within a building situated in the C – General Commercial Zone District as a Use by Special Review at 429 East Main Street: Councilor Stiefel

Seconded by: Councilor MacKinnon

5 Ayes, 2 Nays Mergelman, Stone

Motion passed: 5 – 2

6) **COUNCIL UPDATES**

a) City Council Reports

Councilor MacKinnon said Trick or Treat was successful, and that she'd be attending the upcoming Gold Belt Tour meeting.

Councilor Vanhoutan thanked the Florence Police Department for their escort with the Florence Junior/Senior High School's Howling Husky Band after winning the state championship.

Councilor Gardner thanked all of the entities for a great Trick or Treat event.

Mayor Wolfe attended the Trick or Treat event, senior coffee chat, and Planning Commission meeting. He also met with legal counsel for the PUC Black Hills Energy issue. The PUC's informational workshop is at Florence's City Hall on November 18, 2024, at 5:30 PM.

b) City Manager Reports

City Manager Amy Nasta announced the quarterly report on the tree program will be in her city manager report on November 18, 2024. She and Water Superintendent Brandon Harris have been working on the EPA's water treatment compliance for the Lead and Copper Program. She stated there is no lead or copper in the city's pipes, and that the Water Service Line Inventory Survey helps the EPA also know the makeup of citizens' water lines. She thanked Water Superintendent Harris and his staff for their work towards efficient communication and project success.

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, November 18, 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 6:53 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
7	FREMONT SANITATION D	OCTOBER S	0140608751	22838-4761	1	10/29/2024	32.88	.00	32.88	20241107	11/07/2024
		OCTOBER S	0140608635	10936-4759	2	10/29/2024	32.88	.00	32.88	20241107	11/07/2024
		OCTOBER S	0140608751	10935-4758	3	10/29/2024	32.88	.00	32.88	20241107	11/07/2024
		OCTOBER S	0444152100	10910-2537 Pool	4	10/29/2024	32.88	.00	32.88	20241107	11/07/2024
		OCTOBER S	0140608660	10829-2459 Museum	5	10/29/2024	32.88	.00	32.88	20241107	11/07/2024
		OCTOBER S	0140608751	10938-4760 Muni Annex	6	10/29/2024	36.99	.00	36.99	20241107	11/07/2024
		OCTOBER S	0140608635	10837-2467 Water Plant	7	10/29/2024	32.88	.00	32.88	20241107	11/07/2024
		OCTOBER S	0140608540	10838-2468 City Shop	8	10/29/2024	32.88	.00	32.88	20241107	11/07/2024
Total 7:							267.15	.00	267.15		
105	COLORADO MUNICIPAL L	MEMBERSHI	0146008020	MEMBERSHIP DUES	1	11/01/2024	2,394.00	.00	2,394.00	45660	11/07/2024
Total 105:							2,394.00	.00	2,394.00		
149	ROCKY MOUNTAIN BANK	DECEMBER	0267008595	LOAN PAYMENT D03B148	1	11/05/2024	439,492.96	.00	439,492.96	45670	11/07/2024
		DECEMBER	0277008595	LOAN PAYMENT D05F148	2	11/05/2024	26,969.45	.00	26,969.45	45670	11/07/2024
		DECEMBER	0267008590	LOAN PAYMENT DO9Z14	3	11/05/2024	50,000.00	.00	50,000.00	45670	11/07/2024
		DECEMBER	0267008589	BOND PAYMENT SERIES	4	11/05/2024	47,729.00	.00	47,729.00	45670	11/07/2024
		DECEMBER	0267008588	BOND PAYMENT SERIES	5	11/05/2024	161,901.50	.00	161,901.50	45670	11/07/2024
Total 149:							726,092.91	.00	726,092.91		
193	GOBINS	AR4580004	0141503700	LEASE	1	11/04/2024	285.39	.00	285.39	45664	11/07/2024
Total 193:							285.39	.00	285.39		
245	KRASSA & MILLER, LLC	OCTOBER 2	0243707890	LEGAL FEES	1	10/31/2024	515.00	.00	515.00	45666	11/07/2024
Total 245:							515.00	.00	515.00		
323	PITNEY BOWES INC PUR	23650820	0241503100	INK CARTRIDGES and cle	1	11/04/2024	128.77	.00	128.77	20241104	11/04/2024
Total 323:							128.77	.00	128.77		
397	U S POSTAL SERVICE	NOVEMBER	0241503100	UTILITY BILLING	1	11/04/2024	583.93	.00	583.93	45657	11/04/2024

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 397:							583.93	.00	583.93		
923	ALSCO	LDEN301930	0140608420	MATS	1	11/06/2024	56.20	.00	56.20	45658	11/07/2024
		LDEN301931	0143102000	UNIFORM RENTAL-Street	1	11/06/2024	173.50	.00	173.50	45658	11/07/2024
Total 923:							229.70	.00	229.70		
934	UNCC	224100581	0243808090	LINE LOCATES	1	10/31/2024	52.89	.00	52.89	45672	11/07/2024
Total 934:							52.89	.00	52.89		
1229	CASELLE, INC.	136665	0141505600	Software Support - Admin	1	11/01/2024	449.85	.00	449.85	45659	11/07/2024
		136665	0141205600	Software Support - Court	2	11/01/2024	231.15	.00	231.15	45659	11/07/2024
		136665	0241505600	Software Support - Water	3	11/01/2024	910.00	.00	910.00	45659	11/07/2024
Total 1229:							1,591.00	.00	1,591.00		
1718	BLACK HILLS ENERGY	3313516550	0243507660	PUMP @ AIRPORT	1	11/06/2024	1,007.83	.00	1,007.83	20241104	11/04/2024
		9725605064	0145207830	LIONS PARK	1	11/07/2024	100.61	.00	100.61	20241107	11/07/2024
Total 1718:							1,108.44	.00	1,108.44		
1719	STAPLES BUSINESS ADV	7002748731	0141503000	admin	1	10/26/2024	119.98	.00	119.98	45671	11/07/2024
Total 1719:							119.98	.00	119.98		
1803	ORKIN, INC.	268306777	0140608750	PEST CONTROL	1	11/01/2024	163.99	.00	163.99	45668	11/07/2024
Total 1803:							163.99	.00	163.99		
1859	Matthew Bender & CO Inc	43146163	0141203500	CO Rev Stats	1	10/28/2024	40.44	.00	40.44	45667	11/07/2024
Total 1859:							40.44	.00	40.44		
1965	PRAIRIE MOUNTAIN medi	400435	0141107300	LEGAL PUBLICATIONS	1	10/31/2024	60.72	.00	60.72	45669	11/07/2024
		400435	0241507300	Publication to Bid North Pik	2	10/31/2024	80.08	.00	80.08	45669	11/07/2024
Total 1965:							140.80	.00	140.80		

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
2413	PITNEY BOWES	LEAD AND C	0241503100	RESERVE ACCT 3258608	1	11/04/2024	1,500.00	.00	1,500.00	20241104	11/04/2024
Total 2413:							1,500.00	.00	1,500.00		
2497	Gobins Inc	AR4547343	0249509071	Printer for Water Departme	1	10/07/2024	3,520.00	.00	3,520.00	45665	11/07/2024
Total 2497:							3,520.00	.00	3,520.00		
2614	Amnet Inc.	18722	0141505050	Internet Extender	1	11/06/2024	365.06	.00	365.06	20241107	11/07/2024
Total 2614:							365.06	.00	365.06		
2871	Core & Main	V634987	0243807900	PRV Vault	1	10/17/2024	4,160.73	.00	4,160.73	45661	11/07/2024
		V861332	0243807900	PSI liquid gauge	1	10/24/2024	16.50	.00	16.50	45661	11/07/2024
Total 2871:							4,177.23	.00	4,177.23		
2882	Fiber Platform, LLC	SI-24-038487	0142105000	Ethernet Access PD	1	11/01/2024	1,532.00	.00	1,532.00	45663	11/07/2024
Total 2882:							1,532.00	.00	1,532.00		
3114	Wyatt Legal Services PLLC	484	0243707890	City Attorney	1	10/31/2024	168.75	.00	168.75	20241104	11/04/2024
		484	0141105300	City Attorney	2	10/31/2024	8,535.70	.00	8,535.70	20241104	11/04/2024
Total 3114:							8,704.45	.00	8,704.45		
3156	Republic Services#653	0653-000512	0143204300	City Of Florence - Trash Se	1	10/31/2024	17.00	.00	17.00	20241107	11/07/2024
		0653-000513	0241503000	Water Treatment Plant - Re	1	10/31/2024	9.75	.00	9.75	20241107	11/07/2024
		0653-000513	0143204100	City Of Florence - Trash Se	1	10/31/2024	1,763.14	.00	1,763.14	20241107	11/07/2024
		0653-000561	0143204100	City Of Florence - Trash Se	1	10/31/2024	48.75	.00	48.75	20241107	11/07/2024
Total 3156:							1,838.64	.00	1,838.64		
3173	Delta Dental Of Colorado	NOVEMBER	0120002032	Dental Insurance Premium	1	11/01/2024	2,458.18	.00	2,458.18	20241106	11/06/2024
Total 3173:							2,458.18	.00	2,458.18		
3220	Wilson Williams Fellman Di	1152	0141105300	Black Hills Rate Case- Cos	1	10/31/2024	2,677.05	.00	2,677.05	45673	11/07/2024

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 3220:							2,677.05	.00	2,677.05		
3222	Dominic P. Bellino III	1668	0144107660	Clean up 500 South Union	1	11/06/2024	10,500.00	.00	10,500.00	45662	11/07/2024
Total 3222:							10,500.00	.00	10,500.00		
3229	TALOS TECHNOLOGIES,	1010	0243707700	SCADA FIREWALL CONT	1	11/07/2024	12,797.00	.00	12,797.00	20241107	11/07/2024
Total 3229:							12,797.00	.00	12,797.00		
Grand Totals:							783,784.00	.00	783,784.00		

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
149	ROCKY MOUNTAIN BANK	OCT BANK F	0241505550	Bank Fees	1	10/31/2024	15.95	.00	15.95	20241113	11/13/2024
Total 149:							15.95	.00	15.95		
201	ATMOS ENERGY	3017912536	0444151900	pool	1	11/07/2024	45.13	.00	45.13	20241113	11/13/2024
Total 201:							45.13	.00	45.13		
916	MARTIN AND WOOD	27918	0243707890	PROF SVCS	1	10/31/2024	2,363.50	.00	2,363.50	45683	11/14/2024
Total 916:							2,363.50	.00	2,363.50		
923	ALSCO	LDEN302285	0143102000	UNIFORM RENTAL-Street	1	11/13/2024	173.50	.00	173.50	45675	11/14/2024
Total 923:							173.50	.00	173.50		
1229	CASELLE, INC.	136353	0243707890	Utility Service Work Orders	1	10/25/2024	3,750.00	.00	3,750.00	45676	11/14/2024
		136359	0241505600	Increase License	1	10/31/2024	1,600.00	.00	1,600.00	45676	11/14/2024
Total 1229:							5,350.00	.00	5,350.00		
1455	SAN ISABEL SERVICES	U0066962	0243658790	SO PLANT PROPANE	1	11/11/2024	679.78	.00	679.78	45681	11/14/2024
Total 1455:							679.78	.00	679.78		
1718	BLACK HILLS ENERGY	0520289929	0143107540	STREET LIGHTS	1	10/31/2024	77.68	.00	77.68	20241120	11/13/2024
		0872425770	0243507640	NEW RAW WATER PUMP	1	11/04/2024	9,663.64	.00	9,663.64	20241119	11/13/2024
		1645566418	0243557650	2 MG TANK	1	11/07/2024	22.27	.00	22.27	20241120	11/13/2024
		2010553787	0243557693	BULK WATER STATION	1	11/07/2024	51.08	.00	51.08	20241121	11/13/2024
		2273109055	1446602600	CONCESSION STAND	1	11/07/2024	28.36	.00	28.36	20241120	11/13/2024
		2439373063	0243507600	MINNEQUA CANAL PUMP	1	11/04/2024	4,363.06	.00	4,363.06	20241119	11/13/2024
		2985218401	0140608510	CITY SHOP	1	11/04/2024	201.48	.00	201.48	20241119	11/13/2024
		3075375677	0145207830	QUARTZ PARK	1	11/04/2024	18.20	.00	18.20	20241119	11/13/2024
		4125488554	0243557670	SOUTH PLANT	1	11/07/2024	189.48	.00	189.48	20241120	11/13/2024
		4240921842	0143107540	STREET LIGHTS	1	11/07/2024	896.39	.00	896.39	20241121	11/13/2024
		4388081497	0145207830	SKATE PARK	1	11/07/2024	100.85	.00	100.85	20241120	11/13/2024
		4402785897	0140608753	MUNI ANNEX	1	11/07/2024	94.88	.00	94.88	20241120	11/13/2024

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		4905461526	0143107540	STREET LIGHTS	1	11/07/2024	1,096.60	.00	1,096.60	20241121	11/13/2024
		5372636848	0243507620	W PUMP STATION	1	11/04/2024	195.14	.00	195.14	20241119	11/13/2024
		5427493790	0145207830	TRIANGLE PARK	1	11/07/2024	18.20	.00	18.20	20241121	11/13/2024
		5509677786	1446602600	WILCOX LIGHTS	1	11/07/2024	36.99	.00	36.99	20241121	11/13/2024
		5796648483	0140608751	MUNI CENTER	1	11/07/2024	2,894.05	.00	2,894.05	20241121	11/13/2024
		6649764712	0243557660	S RESERVOIR PUMP	1	11/07/2024	17.69	.00	17.69	20241121	11/13/2024
		6887028421	0140608632	N PLANT	1	11/04/2024	247.60	.00	247.60	20241119	11/13/2024
		7296507422	0243557690	NEWLIN CABIN	1	11/07/2024	62.90	.00	62.90	20241121	11/13/2024
		7723236321	0243557675	NEW SOUTH PLANT	1	11/07/2024	8,222.65	.00	8,222.65	20241120	11/13/2024
		7844257155	0243507650	PUMP @ RIVER	1	11/04/2024	1,537.53	.00	1,537.53	20241120	11/13/2024
		8398746140	0143107540	STREET LIGHTS	1	10/31/2024	7.07	.00	7.07	20241120	11/13/2024
		8763452423	0143107540	STREET LIGHTS	1	10/31/2024	101.48	.00	101.48	20241121	11/13/2024
		8890269732	0145207830	PIONEER PARK	1	11/04/2024	82.25	.00	82.25	20241119	11/13/2024
		9423297176	0145207830	PAVILION	1	11/04/2024	34.57	.00	34.57	20241119	11/13/2024
		9740686534	0444151800	POOL	1	11/04/2024	26.45	.00	26.45	20241119	11/13/2024
		9914607095	0143107540	STREET LIGHTS	1	10/28/2024	373.80	.00	373.80	20241120	11/13/2024
Total 1718:							30,662.34	.00	30,662.34		
1719	STAPLES BUSINESS ADV	7002850476	0141505700	admin privacy filter	1	11/02/2024	242.92	.00	242.92	45682	11/14/2024
		7002850476	0141503000	admin supplies	2	11/02/2024	115.41	.00	115.41	45682	11/14/2024
Total 1719:							358.33	.00	358.33		
1805	ACORN PETROLEUM	OCT 2024	0142104000	GASOLINE Police	1	01/01/2024	3,319.18	.00	3,319.18	45674	11/14/2024
		OCT 2024	0143104000	GASOLINE - Streets	2	01/01/2024	1,922.93	.00	1,922.93	45674	11/14/2024
		OCT 2024	0143104000	GASOLINE - Streets	3	01/01/2024	85.06	.00	85.06	45674	11/14/2024
		OCT 2024	0144204000	GASOLINE - Cemetery	4	01/01/2024	290.39	.00	290.39	45674	11/14/2024
		OCT 2024	0145203900	GASOLINE - Parks	5	01/01/2024	361.12	.00	361.12	45674	11/14/2024
		OCT 2024	0243707850	GASOLINE - Water	6	01/01/2024	802.81	.00	802.81	45674	11/14/2024
Total 1805:							6,781.49	.00	6,781.49		
2693	CH2M Hill Engineers, Inc.	D3728000-12	0243707890	Task Order 5 North Pike P	1	11/12/2024	8,175.28	.00	8,175.28	45677	11/14/2024
Total 2693:							8,175.28	.00	8,175.28		
3098	Eaton Sales and Service, L	0180165-IN	0140608530	Shop Lift Move	1	10/06/2024	2,792.90	.00	2,792.90	45679	11/14/2024

Vendor Number	Name	Invoice Number	GL Account	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 3098:							2,792.90	.00	2,792.90		
3115	Rocco F. Meconi, PC	SEPTEMBE	0141203700	Sept 2024 Prosecutor	1	09/30/2024	624.00	.00	624.00	45680	11/14/2024
Total 3115:							624.00	.00	624.00		
3230	Colorado Interactive, LLC	14821146	0241505550	Failed Net	1	11/14/2024	62.77	.00	62.77	45678	11/14/2024
Total 3230:							62.77	.00	62.77		
Grand Totals:							58,084.97	.00	58,084.97		

Report Criteria:
 Detail report type printed

COUNCIL ACTION FORM

MEETING DATE: NOVEMBER 18, 2024

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider approving the annual liquor license renewal for Alta Convenience #6323

Department: Administration

Staff Recommendation:

Approve the annual liquor license renewal for Alta Convenience #6323.

Background/Description of Item:

Alta Convenience #6323 is located at 921 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 Alta Convenience #6323.

COUNCIL ACTION FORM

MEETING DATE: NOVEMBER 18, 2024

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider approving the annual liquor license renewal for Alta Convenience #6329

Department: Administration

Staff Recommendation:

Approve the annual liquor license renewal for Alta Convenience #6329.

Background/Description of Item:

Alta Convenience #6329 is located at 217 Church Avenue. 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 Alta Convenience #6329.

COUNCIL ACTION FORM

MEETING DATE: NOVEMBER 18, 2024

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider approving the annual liquor license renewal for Quincy's

Department: Administration

Staff Recommendation:

Approve the annual liquor license renewal for Quincy's.

Background/Description of Item:

Quincy's is located at 121-123 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 Quincy's.

COUNCIL ACTION FORM

MEETING DATE: NOVEMBER 18, 2024

STAFF CONTACT: CORTLYNE HUPPE, CITY CLERK

Agenda Item: Consider approving the annual liquor license renewal for Chips Y Salsa

Department: Administration

Staff Recommendation:

Approve the annual liquor license renewal for Chips Y Salsa.

Background/Description of Item:

Chips Y Salsa is located at 122 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 Chips Y Salsa.



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City Manager Report

November 1, 2024 – November 14, 2024

Meetings with agencies, boards, and committees:

- ***Colorado Department of Transportation (CDOT) – November 4, 2024***
 - Attended a meeting with CDOT representatives to receive a preliminary overview of a large-scale future project CDOT is currently engineering for Highway 115. The project includes Florence but stretches roughly from Cañon City to Penrose. CDOT indicated they will be hosting public meetings and releasing additional information in 2025.
- ***Colorado Employee Benefit Trust (CEBT) – November 5, 2024***
 - Met with CEBT representatives to discuss changes to employee health insurance plans and go over plan options with employees in a group setting.

Internal Meetings/Discussion/Projects

- Staff is preparing to start 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. These programs are expected to be presented for Council approval in early 2025.
- Staff sent out information regarding the Water Service Line Inventory and has been working with residents to determine the composition of homeowner lines.
- Staff is working on upcoming water treatment compliance communications regarding programs mandated by the State of Colorado. These communications will be mailed out to citizens and posted electronically.

ARPA Tree Program Quarterly Update (Originally passed by the Florence City Council on April 15, 2024):

Phase I:

Phase I of the ARPA Tree Program included a limited amount of trees in the initial phase of the program in order to more easily utilize the first phase to facilitate a test and adjust. These trees



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were identified as being among those in need of the most immediate attention based on location and degree of hazard. The six (6) trees are as follows:

- 223 North Pikes Peak (2 trees)
- 514 North Pikes Peak
- 515 North Pikes Peak (2 trees)
- 601 North Pikes Peak

As these trees are all located on North Pikes Peak, the City is still waiting for final approval from the Colorado Department of Transportation (CDOT) for the traffic control plan to be utilized during the tree removal process. Once the traffic control plan is approved, a final date will be set for removal and work will commence.

The City originally contracted with Complete Tree Care for Phase I at an estimated cost of \$18,000. Unfortunately, Complete Tree Care rescinded their offer for reasons unrelated to the City of Florence. Public Works Director Elstun then reached out to a different contractor, Down to Earth Tree Service, who provided an estimated bid of \$18,450 for Phase I.

Phase II:

While waiting for CDOT to complete the permitting process, Staff put Phase II of the program out for bid. Phase II originally included eighteen (18) total trees. No bids were received by the published bid deadline. Staff reached out to Down to Earth Tree Service, as they had placed a bid on Phase I and were waiting for CDOT approval of their submitted traffic plan to commence work on Phase I, as outlined above:

Down to Earth Tree Service provided an estimated bid of \$22,250 for the following fourteen (14) trees:

- 402 E. 3rd Street (removal)
- 301 E. 2nd Street (removal)
- 504 W. 2nd Street (pruning; two (2) trees)
- 204 W. 2nd Street (pruning; three (3) trees)
- 418 W. 2nd Street (pruning)
- 100 E. Front Street (pruning)
- 113 N. Robinson Avenue (pruning)
- 114 N. Robinson Avenue (pruning)



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- 117 N. Robinson Avenue (pruning)
- 215 N. Maple Avenue (pruning)
- 303 W. 4th Street (pruning)

One (1) additional tree located at 302 E. 2nd Street was removed from the bid by Down to Earth Tree Service as unnecessary to remove after review.

Three (3) additional trees will be priced separately once CDOT traffic control permits have been obtained:

- 325 N. Pikes Peak Avenue (pruning)
- 402 N. Pikes Peak Avenue (pruning)
- 610 N. Pikes Peak Avenue (pruning).

At this time, Down to Earth Tree Service has completed work on the fourteen (14) trees not requiring CDOT traffic control permits, with the exception of stump grinding on those trees which were removed.

Phase III:

Staff is finalizing the Phase III list and anticipates putting it out for bid early in the week of November 18, 2024. Phase III is anticipated to include ten (10) trees; three (3) of which may require CDOT traffic control permits.

Staff also notified seven (7) tree removal services that a bid packet was available. One (1) packet was picked up and returned. The contractor for the first six (6) trees will be Complete Tree Care, with an estimated cost of \$18,000 for all six (6) trees.

We anticipate future phases will move more quickly now that all of the necessary documentation has been created and put in place, and now that the Fourth of July has passed, as this had previously blocked off a large amount of Public Works' Staff availability to be on site to manage the removal process, as this is a City project.