



FLORENCE CITY COUNCIL
Regular Meeting Minutes
Monday, April 1, 2024, 6:30 PM

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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, Director of Public Works Sam Elstun, and City Attorney Dan Findlay.

3) PRESENTATIONS

a) Sexual Assault Awareness Month Proclamation

Mayor Wolfe invited Ashley Ruth from the Family Crisis Center to the dais while he recited the Sexual Assault Awareness Month 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).

Kathy Madonna- 504 Brookeway

Spoke in favor of Sarah Glenn, and encouraged City Council to educate themselves on matters of the lawsuit.

5) CONSENT AGENDA

a) Meeting Minutes for March 18, 2024

b) Expenditure Approval for March 14, 2024, in the amount of \$83,705.07, March 21, 2024, in the amount of \$132,928.54, and for March 28, 2024, in the amount of \$93,189.66

Councilor Gardner 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. 2-2024 budgeting and appropriating additional sums of money for the Pool Park and Recreation Fund for the 2023 budget year**

City Manager Amy Nasta noted the statutory requirement to update the appropriated sums of money because the expenditures exceeded the allocated fund amounts.

Motion to approve Ordinance No. 2-2024: an ordinance budgeting and appropriating additional sums of money for the Pool Park and Recreation Fund for the 2023 budget year: Councilor MacKinnon

Seconded by: Councilor Mergelman

7 Ayes

Motion passed: 7 – 0

7) **NEW BUSINESS**

- a) **Consider adopting a Resolution adopting an Outside Agency Funding Requests Program for the City of Florence, Colorado**

City Manager Nasta presented the Outside Agency Funding Requests Program, which was created utilizing City Council's direction provided at the March 4, 2024 work session. The program focuses on improving Florence citizen's quality of life, and being of a direct benefit to the City of Florence and its local businesses. At the work session, the City Council requested certain criteria be a part of the selection process: preference towards local/physical locations, consideration of services offered by the organization, projects or specific use preferred, end-of-year follow-up, 501c3 preferred, show history of grant or funding sources, maximum \$5k per entity, and the listing of ineligible uses. The overview document, included with the program, also outlined the funding selection process, which City Manager Nasta elaborated on. She stated the City Council ultimately provides consensus to determine who receives funding.

Peg Piltingsrud- 5019 County Road 123, Penrose

Noted the number of organizations that impact Florence's quality of life, and the volunteer hours it takes to be successful.

Sue Kinzer- 302 Wilson Avenue

Questioned who the review committee would be comprised of.

Mayor Wolfe confirmed the City Council would only be approving the program, and overview document.

Councilor Mergelman questioned the timeline for the proposed program.

City Manager Nasta anticipated the funding process would take place in early fall before the annual budget public hearing in October. She also clarified the review committee would be comprised of two appointed City Council members, the City Manager, and the Finance Officer. The committee make up could be modified by action from the Council.

Mayor Wolfe confirmed the City Council would have to accelerate the 2024 Outside Agency Funding process once the program was established.

Discussion ensued on the 501c3 requirements, and Mayor Wolfe suggested the language be adjusted to be 501c inclusive.

City Manager Nasta reiterated applicants would be required to present before the City Council, and the application format could be altered.

Motion to adopt Resolution 5 – 2024, a Resolution providing for the adoption of an Outside Agency Funding Requests Program for the City of Florence, Colorado, amending the 501c3 language to 501c:

Councilor Vanhoutan

Seconded by: Councilor Mergelman

6 Ayes, 1 Abstain MacKinnon

Motion passed: 6 - 0

b) Consider adopting an Ordinance authorizing the lease agreement renewal for the Colorado State Patrol, Troop 2A

City Manager Nasta stated the lease agreement needed to be approved by Ordinance per statute.

City Attorney Dan Findlay negotiated rental rates with the Colorado State Patrol, and opened them for questioning from the City Council.

Motion to approve Ordinance 3- 2024, an Ordinance approving the lease of the City property to the State of Colorado, acting by and through the Department of Public Safety for the use of the Colorado State Patrol and authorizing execution of related lease document(s): Councilor Gardner

Seconded by: Councilor MacKinnon

7 Ayes

Motion passed: 7 – 0

c) Consider adopting an Ordinance amending Chapter 2.20 of the Florence Municipal Code relating to the Planning Commission

City Manager Nasta stated staff is in the early stages of holistically revising the Florence Municipal Code. The ordinance being considered for Chapter 2.20 focuses on contextual changes for clarification and language updates that would not affect how the Planning Commission conducts business. City Council received an updated Ordinance with a language change in Section 2.20.110 stating “Except as specifically provided *in Statute or to contrary...*”

Mayor Wolfe questioned if the selection and application process would apply to all City committees.

City Manager Nasta stated the Board of Zoning Adjustments (BOZA) would have an identical selection process if the upcoming agenda item regarding the ordinance for BOZA were approved by the Council and she recommended adopting the same procedure for all City boards, committees, etc.

Motion to adopt Ordinance 4-2024, and Ordinance amending Chapter 2.20 of the Florence Municipal Code relating to the Planning Commission, as amended: Councilor Stone

Seconded by: Councilor Vanhoutan

7 Ayes

Motion passed: 7 – 0

d) Consider adopting an Ordinance adding Chapter 2.25 of the Florence Municipal Code relating to the Board of Zoning Adjustment

City Manager Nasta stated the main contextual change moves part of the BOZA chapter from Title 17 Zoning, to Title 2 Administration and Personnel. The move is consistent to where BOZA is housed in codes of other municipalities. The other changes in this ordinance were intended to provide clarification on selection and appointment, not how the board conducts business.

Motion to adopt Ordinance 5-2024, an Ordinance adding Chapter 2.25 of the Florence Municipal Code and repealing Chapter 17.88 both relating to the Board of Zoning Adjustment: Councilor Mergelman
Seconded by: Councilor Stone
7 Ayes
Motion passed: 7 – 0

8) **COUNCIL UPDATES**
a) City Council Reports

Councilor Stone was present for the Merchants Meeting where they are seeking volunteers for the upcoming Car Show. She also announced the Florence Chamber of Commerce's upcoming events.

Councilor Mergelman attended FEDC and commented on the incoming business, which constructs state of the art mini homes.

Councilor Vanhoutan attended Regional Water Board.

Mayor Wolfe enjoyed the Senior Center coffee chat, and business after-hours at Papa's. He went to the Merchant's Meeting, Regional Water Board, and acknowledged the hard work and willingness to volunteer by members of the Florence Chamber and Merchants Association.

b) City Manager Reports

City Manager Nasta noted the City's training and implementation of an improved billing and cash receipting systems. She also noted the statutorily required field audit was currently taking place.

Mayor Wolfe questioned how the new Code Enforcement Officer was doing.

Police Chief Sean Humphrey spoke positively and voiced his approval.

9) **EXECUTIVE SESSION(S):**
a) PC6015936-1 - Glenn v. City of Florence. Pursuant to C.R.S. §24-6-402(4)(b), an executive session for the purpose of conferencing with the City Attorney to receive legal advice pertaining to this pending litigation against the City.

Councilor Gardner motioned to enter into executive session at 7:19 p.m., under C.R.S. 24-6-402(4)(b) for the purpose of conferencing with the City Attorney to receive legal advice pertaining to pending litigation against the City.

Seconded by: Councilor MacKinnon

7 Ayes

Motion Passed: 7 - 0

Attendees of the executive session were the Council, the City Attorney, and the City Manager.

The executive session adjourned at 7:36 p.m.

b) IF NECESSARY - Pursuant to C.R.S. §24-6-402(4)(b), an executive session for the purpose of conferencing with an attorney and/or to receive 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, April 15, 2024

Councilor Gardner motioned to adjourn the meeting. Councilor MacKinnon seconded. With all of the Councilmembers voting in favor of the motion, the motion carried.

Mayor Wolfe adjourned the City Council Meeting at 7:36 p.m.

CITY OF FLORENCE, CO

BY: _____
Steve Wolfe, Mayor

RESPECTFULLY SUBMITTED: _____
Cortlyne Huppe, City Clerk