



**FLORENCE CITY COUNCIL**  
**Special Meeting Minutes**  
**Wednesday, November 19, 2025, 8:00 AM**

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 8:00 a.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, Marsha Reed from SGR Recruiting (virtually), and City Attorney Dan Findlay (virtually).

**3) NEW BUSINESS**

- a) City Manager Candidate Interviews
  - Clint Brown
  - Lori Cobler
  - Daniel Seguin
  - Chad Rooney

**4) EXECUTIVE SESSION(S): IF NECESSARY**

Executive session pursuant to C.R.S. § 24-6-402(4)(e), (4)(f)(I), and (4)(g) to: review recruitment and application materials; determine the council’s negotiating position, develop strategy, and instruct negotiators regarding recruitment and potential employment contract terms for the new city manager -- including engagement with, or direction to, the recruiting firm and negotiation representatives; conduct interviews of the publicly-noticed finalists for city manager as permitted, to the extent applicable, under personnel matters and in accordance with the prior announcement of finalists required by C.R.S. § 24-6-402(3.5); discuss, if applicable, personnel matters, including interviews with finalists, specifically related to the recruitment and appointment of the city manager position and that position only; and discuss matters involving records or information protected from disclosure by law in order to preserve confidentiality, as authorized by statute.

Councilor Stiefel motioned to enter executive session at 8:03 a.m., pursuant to C.R.S. § 24-6-402(4)(e), (4)(f)(I), and (4)(g) to: review recruitment and application materials; determine the council’s negotiating position, develop strategy, and instruct negotiators regarding recruitment and potential employment contract terms for the new city manager -- including engagement with, or direction to, the recruiting firm and negotiation representatives; conduct interviews of the publicly-noticed finalists for city manager as permitted, to the extent applicable, under personnel matters and in accordance with the prior announcement of finalists required by C.R.S. § 24-6-402(3.5); discuss, if applicable, personnel matters, including interviews with finalists, specifically related to the

recruitment and appointment of the city manager position and that position only; and discuss matters involving records or information protected from disclosure by law in order to preserve confidentiality, as authorized by statute.

Seconded by: Councilor Stone

7 Ayes

Motion Passed: 7 - 0

Attendees of the executive session were the City Council, the City Attorney (virtually), City Clerk Cortlyne Huppe (as needed), and Marsha Reed of SGR Recruiting. The session adjourned at 11:51 a.m.

City Council took a short lunch break during open session, conducted roll call, and then continued the special city council meeting.

Councilor Stiefel motioned to enter executive session at 12:36 p.m., pursuant to C.R.S. § 24-6-402(4)(e), (4)(f)(I), and (4)(g) to: review recruitment and application materials; determine the council's negotiating position, develop strategy, and instruct negotiators regarding recruitment and potential employment contract terms for the new city manager -- including engagement with, or direction to, the recruiting firm and negotiation representatives; conduct interviews of the publicly-noticed finalists for city manager as permitted, to the extent applicable, under personnel matters and in accordance with the prior announcement of finalists required by C.R.S. § 24-6-402(3.5); discuss, if applicable, personnel matters, including interviews with finalists, specifically related to the recruitment and appointment of the city manager position and that position only; and discuss matters involving records or information protected from disclosure by law in order to preserve confidentiality, as authorized by statute.

Seconded by: Councilor Stone

7 Ayes

Motion Passed: 7 - 0

Attendees of the executive session were the City Council, the City Attorney (virtually), City Clerk Cortlyne Huppe (as needed), and Marsha Reed of SGR Recruiting. The session adjourned at 3:44 p.m.

**5) ADJOURNMENT:** Adjournment until the next regular City Council Meeting  
Monday, December 1, 2025

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 3:47 p.m.

CITY OF FLORENCE, CO

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

RESPECTFULLY SUBMITTED: \_\_\_\_\_  
Cortlyne Huppe, City Clerk