



CITIZEN ADVISORY BOARD MEETING
Zoom Webinar and Town Council Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

MEETING MINUTES

Wednesday, September 6, 2023, at 6:00 PM

Present:

Chair:

Vice-Chair:

Board Members:

Tad Borrett
Richard Vandenberg
Josh Green
Karen Hessler
Councilor Duda, Liaison

Absent:

Audience: Ashley Jacobson, Colin McManus, & Marissa Riopelle

Staff:

Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Leah Vanarsdall, Town Clerk

A. CALL TO ORDER

1. Roll Call

2. Pledge of Allegiance

3. Approval of Agenda

MOTION WAS MADE BY Member Green, seconded by Member Borrett to approve the Agenda. All CAB Members present voting Yes,

MOTION PASSED

B. REGULAR MEETING

1. Onboarding Presentation

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

2. Chair and Vice-Chair Selection

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager
Item was tabled until October 4th, 2023, meeting.

3. Future Meeting Availability

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Member Vandenberg, seconded by Member Borrett to approve future Meeting date for the first Wednesday of each month as needed at 6:00 pm . All CAB Members present voting Yes,

MOTION PASSED

4. Criminal Mischief Reward Program

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Council Member Duda, seconded by Member Borrett to forward a recommendation of approval to the Town Council for the Criminal Mischief Reward Program as presented. All CAB Members present voting Yes,

MOTION PASSED

5. Severance High School FFA Community Grant Request

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Member Hessler, seconded by Member Green to approve the Severance High School FFA Community Grant Request of \$1500.00 as presented and forward to the Town Council for approval. All CAB Members present voting Yes,

MOTION PASSED

6. Citizen, Business, and Youth of the Year

- Legislative
- Staff Presentation: Lindsay Radcliff, Deputy Town Manager
Discussion was held-no motions/decisions were made

C. COMMUNICATIONS

Commission approval may be sought for administrative actions in association with staff reports.

1. Town Staff

2. Committee Members

D. ADJOURN

7:12 pm



ATTEST:

Leah Vanarsdall

Leah Vanarsdall, Town Clerk

TOWN OF SEVERANCE

Josh Green

Josh Green, CAB Chair

