



TOWN COUNCIL WORK SESSION & MEETING
Zoom Webinar and/or Town Council Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

WORK SESSION & MEETING MINUTES

Tuesday, February 13, 2024, at 6:00 PM

Present:

Mayor:

Matthew Fries

Mayor Pro-tem:

Michelle Duda

Council Members:

David Bruen

Stephen Gagliardi

Brittany Vandermark

Craig Joseph

Dan Meyers

Absent: Michelle Duda

Audience: Estevan & Kareena Montano, Richard Holtorf, & Scott Paulson

Staff:

Nicholas Wharton, Town Manager

Lindsay Radcliff-Coombes, Deputy Town Manager

Shani Porter, Town Planner

Nancy Mueller CPA, Finance Director

Leah Vanarsdall, Town Clerk

Mary Lynn Macsalka, Town Attorney

Zach Hahn, Sgt Severance PD

A. CALL TO ORDER WORK SESSION

The Goal of the Work Session is to have the Town Council receive information on topics of Town business from the Town Manager, Town Attorney and Town Staff in order to exchange ideas and opinions regarding these topics.

1. Pledge of Allegiance

- a. Pledge led by Estevan Montano

2. Pg 4 - Housing Assessment Survey

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

B. CALL TO ORDER REGULAR MEETING

1. Roll Call

Mayor Pro-tem Duda-not present

2. Agenda Review by Town Manager

3. Consent Calendar

The Consent Calendar is intended to allow the Town Council to spend time and energy on the important items and not routine actions. A Council Member may request an item on this calendar to be "pulled" off the Consent Calendar and considered separately as a regular agenda item. Items remaining on the Consent Calendar will be approved by Town Council with one vote.

MOTION WAS MADE BY Council Member Meyers, seconded by Council Member Vandermark to Approve the Consent Calendar. All Council Members present voting Yes,

MOTION PASSED

a. Pg 66 - 1.23.24 Minutes

b. Pg 70 - Resolution 2024-07R: A Resolution of the Town Council of the Town of Severance, Colorado, providing for additional appropriations in fiscal year 2024 for the reappropriation of the budget of 2023 capital projects still in progress and amendments to the 2024 adopted budget.

c. Pg 76 - Resolution 2024-08R: A Resolution of the Town Council of the Town of Severance, Colorado, adopting the code of conduct and ethics in accordance with section 3.06 of the Home Rule Charter

d. Pg 88 - Windsor/Severance 4-H CWF Group Grant Request

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

4. Approval of Agenda

MOTION WAS MADE BY Council Member Bruen, seconded by Council Member Joseph to Approve the Agenda as presented. All Council Members present voting Yes,

MOTION PASSED

5. Public Comment

The purpose of the Public Comment is for members of the public to speak to the Town Council

on any subject not scheduled on the agenda. To accomplish scheduled agenda items, comments should be limited to three minutes for those attending in person or an appropriate time as deemed by the Mayor. The Town Council is not obligated to make decisions or take action on comments but may choose to schedule the matter for a later discussion. Those addressing the Town Council, please state your name and address and sign-in.

Richard Holtorf - Representative for House Dist 63 & running for Congressional Dist 4 spoke

6. Council Member Comments

Town Council reminded everyone re: the Sate of the Town scheduled for Tuesday, February 27th, 2024 @ 6:00 pm

7. Reports

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

- a. Town Attorney
- b. Town Staff
- c. Town Management
- d. Council Members Liaisons
- e. Mayor

C. TOWN COUNCIL

- 1. Pg 94 - Resolution 2024-09R: A Resolution of the Town of Severance Town Council Approving, with Conditions, a Use by Special Review to Operate an Outdoor Storage and Enclosed Mini-Storage Facilities Business on Real Property Located within the Town of Severance, Commonly known as 10845 County Road 74.**

- Legislative
- Staff Presentation: Shani Porter, Town Planner

Tony Olaf, Justin Smith & Justin Morales presented for Severance Storage
MOTION WAS MADE BY Council Member Gagliardi, seconded by Council Member Joseph to Approve **Resolution 2024-09R: A Resolution of the Town of Severance Town Council Approving, with Conditions, a Use by Special Review to Operate an Outdoor Storage and Enclosed Mini-Storage Facilities Business on Real Property Located within the Town of Severance, Commonly known as 10845 County Road 74** with recommendation of fencing on the flood plain/way area. All Council Members present voting Yes,

MOTION PASSED

- 2. Pg 134 - Resolution 2024-10R: A Resolution of the Town of Severance Town Council Approving, with Conditions, a Site Plan for Real Property located within the Town of Severance, Commonly known as 10845 County Road 74.**

- Legislative

- Staff Presentation: Shani Porter, Town Planner

MOTION WAS MADE BY Council Member Meyers, seconded by Council Member Vandermark to Approve **Resolution 2024-10R**: A Resolution of the Town of Severance Town Council Approving, with Conditions, a Site Plan for Real Property located within the Town of Severance, Commonly known as 10845 County Road 74. All Council Members present voting Yes,

MOTION PASSED

3. Pg 137 - Resolution 2024-11R: A Resolution of the Town Council of the Town of Severance, Colorado, Approving a Site Plan for Severance Police Department located upon Lot 1, Town of Severance Subdivision, Adjustment No. 1, within the Town of Severance

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Council Member Meyers, seconded by Council Member Bruen to Approve **Resolution 2024-11R**: A Resolution of the Town Council of the Town of Severance, Colorado, Approving a Site Plan for Severance Police Department located upon Lot 1, Town of Severance Subdivision, Adjustment No. 1, within the Town of Severance. All Council Members present voting Yes,

MOTION

4. Pg 160 - Resolution 2024-12R: A Resolution of the Town Council of Severance, Colorado, Approving an Application to Northern Colorado Water Conservancy District for Annually Renewable Perpetual Water Contract for Right to Use Colorado-Big Thompson Project Water under C.R.S. 37-45-131

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Council Member Joseph, seconded by Council Member Vandermark to Approve **Resolution 2024-12R**: A Resolution of the Town Council of Severance, Colorado, Approving an Application to Northern Colorado Water Conservancy District for Annually Renewable Perpetual Water Contract for Right to Use Colorado-Big Thompson Project Water under C.R.S. 37-45-131. All Council Members present voting Yes,

MOTION PASSED

5. Pg 169 - Dedication of Roads

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager
Council would like more information re: policy and costs

D. COUNCIL MEMBER PETITIONS

Council Members may ask for items to be added to future agendas.

None

E. ADJOURN

8:01 pm



ATTEST:

Leah Vanarsdall

Leah Vanarsdall, MMC, Town Clerk

TOWN OF SEVERANCE

Matthew Fries

Matthew Fries, Mayor