



TOWN COUNCIL WORK SESSION & MEETING

Zoom Webinar ONLY

Public Works Dept, 145 3rd Ave, Severance, CO 80550

WORK SESSION & MEETING MINUTES

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

Present:

Mayor:

Matthew Fries

Mayor Pro-tem:

Brittany Vandermark

Council Members:

David Bruen

Dan Meyers

Tad Borrett

Stephen Gagliardi

Craig Joseph (Virtually)

Audience:

Patrick Ryan, Gary Coulter, Lynn Meyers, Chase Zajc, Jackson Hessler, Kenna Van, Dan Kasson, Troy Winter

Staff:

Nicholas Wharton, Town Manager

Lindsay Radcliff-Coombes, Deputy Town Manager

Sarah Jacobsen, Assistant to the Town Manager

Mary Lynn Macsalka, Town Attorney (Virtually)

Shani Porter, Planning Director

Ken Chavez, Chief of Police

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

2. Pg 4 - VIA Mobility Discussion

- Discussion
- Staff Presentation: Shani Porter, Planning Director , Nicholas Wharton, Town Manager

3. Pg 11 - Resolution in Support of Removing the Transportation Utility Fee Upon Voter Approval of the Proposed Sales and Use Tax Increase

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

B. CALL TO ORDER REGULAR MEETING

1. Roll Call

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 Mayor Pro-tem Vandermark, seconded by Council Member Gagliardi to Approve Consent Calendar. All Council Members present voting Yes.

MOTION PASSED

a. Pg 12 - 7.09.24 Minutes

b. Pg 15 - Resolution 2024-28R: Approving an Agreement to Transfer NISP Units to Fort Collins-Loveland Water District and Authorizing Submittal of Petition to Amend NISP Participation Agreements

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

c. Pg 30 - June 2024 Payables

d. Pg 37 - June 2024 Financials

4. Approval of Agenda

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Borrett to Approve the Agenda Review by Town Manager with one amendment to flip-flop the two Executive Session items. 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.

Patrick Ryan spoke about updating the Town of Severance information on other websites.
Public comment closed at 6:53 p.m.

6. Council Member Comments

7. Reports

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

- a. Town Attorney
- b. Town Staff
- c. Town Management

MOTION WAS MADE BY Council Member Meyers, seconded by Council Member Gagliardi to Approve to produce a mailing paying no more than \$5,000 for the mailing and containing the items discussed at the meeting with the approval of the Mayor and Mayor Pro Tem. All Council Members present voting Yes.

MOTION PASSED

- d. Council Members Liaisons
- e. Mayor

C. TOWN COUNCIL

1. Pg 87 - Retail Strategies Presentation

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Council member Gagliardi, seconded by Council Member Borrett to Approve the Retail Strategies contract of \$25,000 for purposes of economic development for retail training on October 22, 23 or December 4, 5, and for the Town to pay for three staff members and two Council Members to participate in the Retail Training. All present Council Members voting Yes. Council Member Bruen abstained.

MOTION PASSED

2. Pg 148 - Resolution 2024-29R: Approving an IGA with Weld County School District RE-4

for the School Resource Officer Program

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Council Member Meyers, seconded by Council Member Bruen to Approve **Resolution 2024-29R**: Approving an IGA with Weld County School District RE-4 for the School Resource Officer Program. All Council Members present voting Yes.

MOTION

3. Pg 166 - Resolution 2024-30R: A resolution of the Town Council of the Town of Severance, Colorado, regarding its website and information accessibility policy and plan

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Council Member Gagliardi, seconded by Mayor Pro-tem Vandermark to Approve **Resolution 2024-30R**: A resolution of the Town Council of the Town of Severance, Colorado, regarding its website and information accessibility policy and plan. All Council Members present voting Yes.

MOTION

D. COUNCIL MEMBER PETITIONS

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

Mayor Pro Tem Vandermark: Bring to the Citizen Advisory Board (CAB) to start the conversation about drones in Severance.

Council Member Borrett: Bring to the CAB the installation of some type of sunshade on the eastern side of the Community Park playground.

E. ADJOURN

F. EXECUTIVE SESSION

1. Adjourn into Executive Session pursuant to C.R.S. 24-6-402(4)(f)(I) to discuss personnel matters pertaining to the Town Manager's performance review.

MOTION WAS MADE BY Council Member Bruen, seconded by Mayor Pro-tem Vandermark to ADJOURN INTO Executive Session pursuant to C.R.S. 24-6-402(4)(f)(I) to discuss personnel matters pertaining to the Town Manager's performance review. All Council Members present voting Yes.

MOTION

2. Adjourn into Executive Session pursuant to C.R.S. §§ 24-6-402(4)(a) and 24-6-402(e)(I) for purposes of (1) discussing the Town's potential acquisition of real property within the Town for purposes of future economic development, and (2) determining positions relative to matters subject to negotiations, developing strategy for negotiations, and instructing negotiators, regarding the potential acquisition of such property.

MOTION WAS MADE BY Council Member Bruen, seconded by Mayor Pro-tem Vandermark to ADJOURN INTO Executive Session pursuant to C.R.S. §§ 24-6-402(4)(a) and 24-6-402(e)(I) for purposes of (1) discussing the Town's potential acquisition of real property within the Town for purposes of future economic development, and (2)

determining positions relative to matters subject to negotiations, developing strategy for negotiations, and instructing negotiators, regarding the potential acquisition of such property. All Council Members present voting Yes.

MOTION PASSED



ATTEST:

A handwritten signature in blue ink, reading "Leah Vanarsdall".

Leah Vanarsdall, MMC, Town Clerk

TOWN OF SEVERANCE

A handwritten signature in blue ink, reading "Matthew Fries".

Matthew Fries, Mayor