



**TREE BOARD REGULAR MEETING**  
Zoom Webinar and/or Town Council Chamber  
3 S. Timber Ridge Parkway, Severance, CO 80550

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**REGULAR MEETING MINUTES**

**Monday, February 24, 2025, at 6:00 PM**

**Present:**

**Chair:** Vacant

**Vice-Chair:** Vacant

**Board:** William Hill  
Patrick Ryan  
Mark White  
James West, Alternate Member

**Absent:** Erik Peter, Mike Thompson

**Audience:**

**Staff:**

Shani Porter, Planning Director  
Sarah Jacobsen, Town Clerk  
Regina Olson, Planner I  
Brad Davison, Parks Supervisor

**A. CALL TO ORDER**

**1. Roll Call**

**2. Pledge of Allegiance**

**3. Public Comment**

*The purpose of the Public Comment is for members of the public to speak to the Tree Board 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 Chair. The Tree Board 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 Tree Board must state their name and address for the record and sign-in.*

No one in attendance for public comment.

#### 4. Consent Agenda

*The Consent Calendar is intended to allow the Tree Board to spend time and energy on the important items and not routine actions. A Tree Board 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 Tree Board with one vote.*

- a. Minutes 4.22.24 & 10.28.24

**MOTION WAS MADE BY Member Ryan**, seconded by Member White to Approve Minutes from 4.22.24 & 10.28.24. All Tree Board Members present voting Yes.

**MOTION PASSED**

#### 5. Approval of Agenda

**MOTION WAS MADE BY Member West**, seconded by Member White to Approve the Agenda. All Tree Board Members present voting Yes.

**MOTION PASSED**

### B. REGULAR MEETING

#### 1. Appoint Chair and Vice Chair

- Legislative
- Staff Presentation: Shani Porter, Planning Director

Planning Director Porter discussed moving appointments of the Chair and Vice-Chair to the next Tree Board meeting for all Members to participate. All Tree Board Members present agreed and voted to add this item to the next Tree Board meeting.

#### 2. Work Plan Review

- Legislative
- Staff Presentation: Shani Porter, Planning Director

**MOTION WAS MADE BY Member White**, seconded by Member Ryan to Approve the 2025 Work Plan. All Tree Board Members present voting Yes.

**MOTION PASSED**

### C. BOARD MEMBER PETITIONS

*Board Members may ask for items to be added to future agendas.*

### D. COMMUNICATIONS

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

1. Town Staff  
Planning Director Porter discussed the Tree Board scope and future events.
2. Town Management

3. Board Members

4. Chair

**E. ADJOURN**


The meeting was adjourned at 6:31 p.m.

TOWN OF SEVERANCE

  
\_\_\_\_\_  
Mike Thompson

Tree Board Chair

ATTEST:

  
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Sarah Jacobsen, Town Clerk

