



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, May 13, 2025, at 5:00 PM

Mayor: Matthew Fries
Mayor Pro-tem: Brittany Vandermark
Council Members: David Bruen
Craig Joseph
Stephen Gagliardi
Tad Borrett
Karen Hessler

Audience: Josh Olhava, Dave Land and Nathan Silberhorn from Ayres Associates, Chase Zajc, Jennifer Shaw, Peter Hendrick, John Padora

Staff: Nicholas Wharton, Town Manager
Sarah Jacobsen, Town Clerk
Shani Porter, Planning Director
Ken Chavez, Police Chief
Erica Romberg, Town Attorney

A. SAFEUILT SCHOLARSHIP PRESENTATION (4:30 PM)

B. CALL TO ORDER WORK SESSION (5:00 PM)

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. Pg. 4 - Community Park Phase 5 Concept Plan

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager
Dave Land and Nathan Silberhorn from Ayres Associates presented the concept plan and asked the Town Council for feedback on the layout and theme for Community Park.

C. CALL TO ORDER REGULAR MEETING (6:00PM)

1. Roll Call

Present: Mayor Matthew Fries, Mayor Pro-Tem Brittany Vandermark, Council Member

Stephen Gagliardi, Council Member Dave Bruen, Council Member Craig Joseph, Council Member Tad Borrett, Council Member Karen Hessler (sworn in May 13, 2025)

2. Pledge of Allegiance

3. Agenda Review by Town Manager

4. 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 Bruen to Approve Consent Calendar. All Council Members present voting Yes.

MOTION PASSED

a. Pg. 5 - Tecate Liquor License Transfer

b. Pg. 62 - 4.22.25 Minutes

5. Approval of Agenda

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Gagliardi to Approve the Agenda. All Council Members present voting Yes.

MOTION PASSED

6. 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.

No members of the public wished to speak.

7. Council Member Comments

8. Reports

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

a. Town Attorney

b. Town Staff

c. Town Management

Town Manager Nicholas Wharton asked the Town Council for consensus to cancel the Town Council meeting on May 27, 2025. The Council agreed to cancel the May 27, 2025 meeting.

d. Council Members Liaisons

e. Mayor

D. TOWN COUNCIL

1. Pg. 88 - Town Council Member Appointment

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

Town Council interviewed each applicant during the meeting, except for Scott Braugher, who did not attend the meeting. The Council voted by ballot with the majority vote to appoint Karen Hessler until the 2025 election. Ms. Hessler was sworn in after the appointment and seated as a voting Council Member thereafter.

2. Pg. 141 - Ordinance 2025-XX: Light Nuisance

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

Town Council discussed the item and agreed to move forward with this Ordinance. Town staff will add it to a future Town Council meeting.

3. Pg. 146 - Ordinance 2025-XX: Text Amendments to the Land Use Code - Chapter 16 of the Severance Municipal Code for Purposes of Reorganizing Article 5 - Site Development Standards

- Discussion
- Staff Presentation: Shani Porter, Planning Director

Josh Ohalva with Ayres Associates presented the item, discussing the redline changes.

E. COUNCIL MEMBER PETITIONS

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

Council Member Gagliardi reported receiving several complaints of speeding issues on Audubon Boulevard. He requested that staff collect speeding data and explore potential solutions to address the problem in the affected neighborhood.

F. EXECUTIVE SESSION

1. ADJOURN TO EXECUTIVE SESSION

Pursuant to subsections (4)(b) and (4)(e)(I) of C.R.S. § 24-6-402 for purposes of conferring with the Town Attorney to receive legal advice on specific legal questions, and determining positions relative to matters that may be subject to negotiations and instructing negotiators with respect to North Weld County Water District.

MOTION WAS MADE BY Council Member Bruen, seconded by Mayor Pro-tem

Vandermark to ADJOURN INTO EXECUTIVE SESSION Pursuant to subsections (4)(b) and (4)(e)(I) of C.R.S. § 24-6-402 for purposes of conferring with the Town Attorney to receive legal advice on specific legal questions, and determining positions relative to matters that may be subject to negotiations and instructing negotiators with respect to North Weld County Water District. All Council Members present voting Yes.

MOTION PASSED

2. ADJOURN TO EXECUTIVE SESSION

Pursuant to C.R.S. § 24-6-402(4)(a) and (4)(e)(I) for purposes of discussing the potential lease, transfer, sale, or purchase of real property located at 106 W. 4th Street in the Town of Severance, and to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators pertaining thereto.

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 (4)(e)(I) for purposes of discussing the potential lease, transfer, sale, or purchase of real property located at 106 W. 4th Street in the Town of Severance, and to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators pertaining thereto. All Council Members present voting Yes.

MOTION PASSED

3. ADJOURN TO EXECUTIVE SESSION

Pursuant to subsections (4)(b) and (4)(e)(I) of C.R.S. § 24-6-402 for purposes of conferring with the Town Attorney to receive legal advice on specific legal questions, and determining positions relative to matters that may be subject to negotiations and instructing negotiators with respect to Settler's Landing Subdivision.

MOTION WAS MADE BY Council Member Bruen, seconded by Mayor Pro-tem Vandermark to ADJOURN INTO EXECUTIVE SESSION Pursuant to subsections (4)(b) and (4)(e)(I) of C.R.S. § 24-6-402 for purposes of conferring with the Town Attorney to receive legal advice on specific legal questions, and determining positions relative to matters that may be subject to negotiations and instructing negotiators with respect to Settler's Landing Subdivision. All Council Members present voting Yes.

MOTION PASSED

G. ADJOURN

The meeting adjourned at 8:41 p.m.

TOWN OF SEVERANCE

Matthew Fries, Mayor

ATTEST

Sarah Jacobsen, Town Clerk

