



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

MEETING MINUTES
Wednesday, June 4, 2025, at 6:00 PM

Chair: Josh Green
Vice-Chair:
Board Members: Dale Garland
Felicia Jarrett
Marissa Riopelle
Richard Vandenberg
Chase Zajc
Audience:
Staff: Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Sarah Jacobsen, Town Clerk

A. CALL TO ORDER

1. Roll Call

PRESENT: Chair Josh Green, Member Dale Garland, Member Marissa Riopelle, Member Chase Zajc, Member Richard Vandenberg
ABSENT: Member Felicia Jarrett

2. Pledge of Allegiance

3. Approval of Agenda

MOTION WAS MADE BY Member Garland, seconded by Member Riopelle to Approve the Agenda. All Members present voting Yes.

MOTION PASSED

4. Approval of Minutes 5.7.25

MOTION WAS MADE BY Member Garland, seconded by Member Zajc to Approve the May 7, 2025 meeting minutes. All 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.

B. REGULAR MEETING

1. Vice-Chair Selection

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

Vice-Chair Karen Hessler was appointed by the Town Council to fill the Council Member vacancy, which presented the opening on the Citizen Advisory Board. Chair Josh Green nominated Member Chase Zajc for Vice-Chair.

MOTION WAS MADE BY Chair Green, seconded by Member Garland to appoint Chase Zajc as Vice-Chair. All Members present voting Yes.

MOTION PASSED

2. Home Rule Charter Discussion

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

The Board discussed their review of the Charter and agreed that no changes need to be recommended.

C. COMMUNICATIONS

1. Town Staff

The two Citizen Advisory Board openings will be posted with a deadline for applicants on Thursday, June 26, 2025.

2. Board Members

Chair Green spoke about member participation, professional representation, and communication.

D. ADJOURN

MOTION WAS MADE BY Member Zajc, seconded by Member Garland to adjourn the meeting at 6:39 p.m. All Members present voting Yes.

MOTION PASSED

TOWN OF SEVERANCE

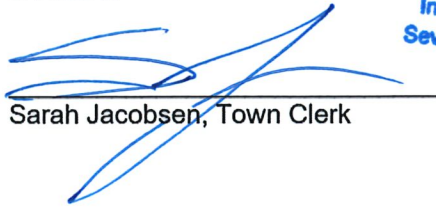


Josh Green, Chair



Incorporated 1920
Severance, Colorado

ATTEST:

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke, is written over a solid horizontal line.

Sarah Jacobsen, Town Clerk