



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, August 12, 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 Ayres Associates, Lori Garcia Sander House District 65, Lisa Grimes, Justin Hays Stacklot
Staff: Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Sarah Jacobsen, Town Clerk
Shani Porter, Planning Director
Walter Arvisais, Police Sergeant
Geoff Wilson, Town Attorney
Chris Messersmith, Town Engineer

A. 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 - Student Involvement in Severance Local Government

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

2. Pg. 5 - Photo and Camera Radar System

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

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

1. Roll Call

Present: Mayor Matthew Fries, Mayor Pro-Tem Brittany Vandermark, Council Member Stephen Gagliardi (arrived at 6:10 p.m.), Council Member Dave Bruen, Council Member Craig Joseph, Council Member Tad Borrett, Council Member Karen Hessler

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 the Consent Calendar. All Council Members present voting Yes. Council Member Gagliardi was not present for this vote.

MOTION PASSED

a. Pg. 11 - Town Council Minutes July 8, 2025

b. Pg. 17 - Resolution 2025-29R: A Resolution for the Town Council of the Town of Severance, Colorado, to appropriate funds from the fund balance

5. Approval of Agenda

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Borrett to Approve the Agenda. All Council Members present voting Yes. Council Member Gagliardi was not present for this vote.

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.

Lori Garcia Sander House District 65 Representative, introduced herself and was present to show her support.

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
- d. Council Members Liaisons
- e. Mayor

C. TOWN COUNCIL

1. Pg. 91 - Ordinance 2025-13 Bower North Annexation and approving the associated Annexation Agreement

- Legislative, Public Comment
- Staff Presentation: Shani Porter, Planning Director

Planning Director Shani Porter and Justin Hay, representing the landowner, presented on items one and two for Bower North Annexation and zoning.

Public Comment opened

1. Lisa Grimes, Overlook resident, spoke about not being against growth but being against poorly planned and unconsidered growth. The main concerns are increased traffic being a burden to residents, a plan for the additional wastewater needs, and the belief that Metro Districts are a financial burden on homeowners.

2. Bruce Kelly, Golden Eagle resident, is concerned about the cost of the development and spoke about commercial usage.

Town Manager Nicholas Wharton responded to the comments.

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Gagliardi to Adopt Ordinance 2025-13 Bower North Annexation and approve the associated Annexation Agreement with an amendment to add a minimum of four acres being dedicated for commercial use and all staff recommendations be addressed. All Council Members present voting Yes.

MOTION PASSED

2. Pg. 126 - Ordinance 2025-14 Bower North Zoning to the Town of Severance Suburban Perimeter and Rural Residential

- Legislative, Public Comment
- Staff Presentation: Shani Porter, Planning Director

This item was presented in conjunction with item one, and public comment was taken at that time.

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

Vandermark to Adopt Ordinance 2025-14 Bower North Zoning to the Town of Severance Suburban Perimeter and Rural Residential and all staff recommendations be addressed. All Council Members present voting Yes.

MOTION PASSED

3. Pg. 281 - Ordinance 2025-15 LUC Final Adoption - an Ordinance of the Town Council of the Town of Severance, repealing and replacing Chapter 16 of the Severance Municipal Code concerning land use and development regulations.

- Legislative, Public Comment
- Staff Presentation: Shani Porter, Planning Director
Planning Director Shani Porter and Ayres Associate Planning Lead Josh Olhava presented on the item.
No public comment.

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Borrett to Adopt Ordinance 2025-15 LUC Final Adoption - an Ordinance of the Town Council of the Town of Severance, repealing and replacing Chapter 16 of the Severance Municipal Code concerning land use and development regulations and amending to strike where it says Tree Board and replacing with the Town. All Council Members present voting Yes.

MOTION PASSED

4. Pg. 527 - Ordinance 2025-16 Construction Debris in the Roadway

- Legislative, Public Comment
- Staff Presentation: Sarah Jacobsen
Town Manager Nicholas Wharton presented on the item.
No public comment.

MOTION WAS MADE BY Council Member Bruen, seconded by Mayor Pro-tem Vandermark to Adopt Ordinance 2025-16 Construction Debris in the Roadway. All Council Members present voting Yes.

MOTION PASSED

5. Pg. 530 - Resolution 2025-30R: A Resolution of the Town Council of the Town of Severance, Colorado, authorizing the Intergovernmental Agreement for Signage

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager
Town Manager Nicholas Wharton presented on the item.

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Hessler to Approve Resolution 2025-30R: A Resolution of the Town Council of the Town of Severance, Colorado, authorizing the Intergovernmental Agreement for Signage. All Council Members present voting Yes.

MOTION PASSED

6. Pg. 547 - Ordinance 2025-17: An ordinance repealing the ordinance creating a tree board for the Town of Severance, Colorado

- Legislative, Public Comment
- Staff Presentation: Sarah Jacobsen
Town Manager Nicholas Wharton presented on the item.
No public comment.

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

Hessler to Adopt Ordinance 2025-17: An ordinance repealing the ordinance creating a tree board for the Town of Severance, Colorado. All Council Members present voting Yes.

MOTION PASSED

7. Pg. 551 - November 2025 Ballot Questions

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

Town Council discussed the three potential ballot items, and there was consensus to move forward with a Lodging Tax ballot item which will come before Council at the August 26, 2025, meeting.

D. COUNCIL MEMBER PETITIONS

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

Council Member Gagliardi has two petitions: 1. Petition to create a Severance High School scholarship for Constitution Week; 2. Petition to form a committee to look at recreational opportunities geared towards a recreational center, agreed that this will be looked at with the creation of a committee for the Parks Master Plan.

Mayor Pro Tem Vandermark petitioned that if the Lodging Tax Passes, then the creation of a licensing program for Airbnbs.

E. EXECUTIVE SESSION

1. Pursuant to C.R.S. 24-6-402(4)(a) concerning the acquisition of a real property interest, and C.R.S. 24-6-402(4)(b), for conferences with an attorney for the Town for the purpose of receiving advice on specific legal questions, concerning discussion of options for acquisition an interest or interests in certain real property.

MOTION WAS MADE BY Council Member Bruen, seconded by Mayor Pro-tem Vandermark to ADJOURN INTO the executive session Pursuant to C.R.S. 24-6-402(4)(a) concerning the acquisition of a real property interest, and C.R.S. 24-6-402(4)(b), for conferences with an attorney for the Town for the purpose of receiving advice on specific legal questions, concerning discussion of options for acquisition an interest or interests in certain real property.. All Council Members present voting Yes.

MOTION PASSED

2. Pursuant to C.R.S. 24-6-402(4)(b), for conferences with an attorney for the Town for the purpose of receiving advice on specific legal questions, and C.R.S 24-6-402(e)(I), for determining positions relative to matters that may be subject to negotiations; developing a strategy for negotiations; and instructing negotiators, concerning the Town's water supply agreement with the North Poudre Irrigation Company, and related cost and payment issues.

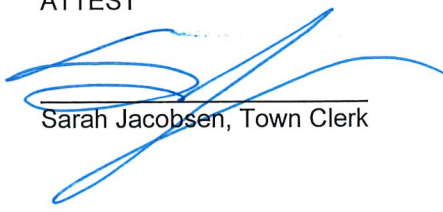
MOTION WAS MADE BY Council Member Bruen, seconded by Mayor Pro-tem Vandermark to ADJOURN INTO executive session Pursuant to C.R.S. 24-6-402(4)(b), for conferences with an attorney for the Town for the purpose of receiving advice on specific legal questions, and C.R.S 24-6-402(e)(I), for determining positions relative to matters that may be subject to negotiations; developing a strategy for negotiations; and instructing negotiators, concerning the Town's water supply agreement with the North Poudre Irrigation Company, and related cost and payment issues.. All Council Members present voting Yes.

MOTION PASSED

F. ADJOURN

The meeting adjourned at 9:10 p.m.

ATTEST



Sarah Jacobsen, Town Clerk




TOWN OF SEVERANCE

Matthew Fries, Mayor