



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, September 9, 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: Mary Zenzen
Staff: Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Sarah Jacobsen, Town Clerk
Shani Porter, Planning Director
Ken Chavez, Police Chief
Geoff Wilson, Town Attorney

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 - Water Alliance Resolution

- Discussion
- Staff Presentation: Shani Porter, Planning Director
Planning Director Shani Porter presented on the item and answered questions.

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

1. Roll Call

Present: Mayor Matthew Fries, Mayor Pro-Tem Brittany Vandermark, Council Member David Bruen, Council Member Craig Joseph, Council Member Tad Borrett, Council Member Karen Hessler
Absent: Council Member Stephen Gagliardi

2. Pledge of Allegiance

3. Proclamation

a. Pg. 8 - Constitution Week Proclamation

Mary Zenzen with Blessings of Liberty Program, was present to accept the proclamation.

b. Pg. 9 - Suicide Awareness Month Proclamation

4. Agenda Review by Town Manager

5. 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.

MOTION PASSED

a. Pg. 10 - Severance High School Grant Request

6. Approval of Agenda

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

MOTION PASSED

7. 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 public comment.

8. Council Member Comments

9. 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. 49 - Resolution 2025-34R: A Resolution of the Town of Severance approving the first amendment to the Cobb Lake Regional Water Treatment Authority agreement**
 - Legislative
 - Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Borrett to Approve Resolution 2025-34R: A Resolution of the Town of Severance approving the first amendment to the Cobb Lake Regional Water Treatment Authority agreement. All Council Members present voting Yes.

MOTION PASSED

2. **Pg. 59 - Ordinance 2025-20: An Ordinance of the Town Council of the Town of Severance, Colorado, amending various provisions within Chapter 8 of the Severance Municipal Code**
 - Legislative, Public Comment
 - Staff Presentation: Nicholas Wharton, Town Manager
 - No public comment.

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Hessler to Adopt Ordinance 2025-20: An Ordinance of the Town Council of the Town of Severance, Colorado, amending various provisions within Chapter 8 of the Severance Municipal Code. All Council Members present voting Yes, _

MOTION PASSED

3. **Pg. 66 - Resolution 2025-35R: A Resolution of the Town of Severance approving the first amendment to the consolidated service plan of Severance Shores Metropolitan District no. 1, no. 2, no. 3 and no. 4 and authorizing the execution of an updated intergovernmental Agreement between the Town and the Districts**
 - Legislative
 - Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Council Member Bruen, seconded by Mayor Pro-tem Vandermark to Approve Resolution 2025-35R: A Resolution of the Town of Severance approving the first amendment to the consolidated service plan of Severance Shores Metropolitan District no. 1, no. 2, no. 3 and no. 4 and authorizing the execution of an updated intergovernmental Agreement between the Town and the Districts. All Council

Members present voting Yes.

MOTION PASSED

4. **Pg. 105 - Ordinance 2025-21: An emergency Ordinance of the Severance Town Council extending the temporary moratorium on the submission, acceptance, processing, and approval of applications for and/or the establishment of natural medicine healing centers and businesses within Town limits**

- Legislative, Public Comment
 - Staff Presentation: Betsy Stewart
- No public comment.

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Bruen to Adopt Ordinance 2025-21: An emergency Ordinance of the Severance Town Council extending the temporary moratorium on the submission, acceptance, processing, and approval of applications for and/or the establishment of natural medicine healing centers and businesses within Town limits. All Council Members present voting Yes.

MOTION PASSED

5. **Pg. 111 - PUBLIC HEARING**

Ordinance 2025-22: An Ordinance of the Severance Town Council adopting a new article 21 in chapter 16 regarding local regulation of natural medicine and amending section 16.6.40.3 regarding development nodes uses

- Legislative, Public Comment
- Staff Presentation: Betsy Stewart

The public hearing opened at 6:33 p.m., no members of the public were present for public comment. The public hearing closed at 6:36 p.m.

MOTION WAS MADE BY Council Member Bruen, seconded by Council Member Borrett to Adopt Ordinance 2025-22: An Ordinance of the Severance Town Council adopting a new article 21 in chapter 16 regarding local regulation of natural medicine and amending section 16.6.40.3 regarding development nodes uses. All Council Members present voting Yes.

MOTION PASSED

6. **Pg. 124 - Ordinance 2025-23: An Ordinance of the Town Council of the town of Severance, Colorado, adding Article 7, Youth Council, to Chapter 2 of the Severance Municipal Code**

- Legislative, Public Comment
 - Staff Presentation: Nicholas Wharton, Town Manager
- No public comment.

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Hessler to Adopt Pg. 124 - Ordinance 2025-23: An Ordinance of the Town Council of the town of Severance, Colorado, adding Article 7, Youth Council, to Chapter 2 of the Severance Municipal Code. All Council Members present voting Yes.

MOTION PASSED

7. **Pg. 128 - Resolution 2025-36R: A Resolution of the Town Council of the Town of Severance, Colorado, authorizing the Town Manager to enter into an agreement with the Colorado Department of Local Affairs concerning a housing planning grant**

- Legislative
- Staff Presentation: Nicholas Wharton, Town Manager

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Hessler to Approve Resolution 2025-36R: A Resolution of the Town Council of the Town of Severance, Colorado, authorizing the Town Manager to enter into an agreement with the Colorado Department of Local Affairs concerning a housing planning grant. All Council Members present voting Yes.

MOTION PASSED

8. **Pg. 133 - Resolution 2025-37R: A Resolution of the Town Council of the Town of Severance, Colorado, approving an Intergovernmental Agreement between the Town of Severance and the City of Longmont concerning training facility use**

- Legislative
- Staff Presentation: Kenneth Chavez, Chief of Police

MOTION WAS MADE BY Council Member Bruen, seconded by Council Member Borrett to Approve Resolution 2025-37R: A Resolution of the Town Council of the Town of Severance, Colorado, approving an Intergovernmental Agreement between the Town of Severance and the City of Longmont concerning training facility use. All Council Members present voting Yes.

MOTION PASSED

D. COUNCIL MEMBER PETITIONS

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

E. EXECUTIVE SESSION

1. **For determining positions relative to matters that may be subject to negotiations; developing a strategy for negotiations; and instructing negotiators, pursuant to C.R.S. 24-6-402(4)(b), concerning the North Weld County Water District Water Service Agreement.**

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Bruen to ADJOURN INTO the executive session to determine positions relative to matters that may be subject to negotiations; developing a strategy for negotiations; and instructing negotiators, pursuant to C.R.S. 24-6-402(4)(b), concerning the North Weld County Water District Water Service Agreement. All Council Members present voting Yes.

MOTION PASSED

2. **For determining positions relative to matters that may be subject to negotiations; developing a strategy for negotiations; and instructing negotiators, pursuant to C.R.S. 24-6-402(4)(b), and concerning the purchase, acquisition, lease, transfer or sale of a property interest, pursuant to C.R.S. 24-6-402(4)(a), concerning Tract A, Tailholt Subdivision Third Filling**

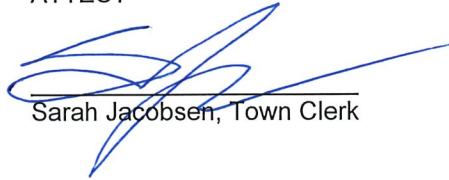
MOTION WAS MADE BY Council Member Bruen, seconded by Council Member Borrett to ADJOURN INTO executive session to determine positions relative to matters that may be subject to negotiations; developing a strategy for negotiations; and instructing negotiators, pursuant to C.R.S. 24-6-402(4)(b), and concerning the purchase, acquisition, lease, transfer or sale of a property interest, pursuant to C.R.S. 24-6-402(4)(a), concerning Tract A, Tailholt Subdivision Third Filling. All Council

Members present voting Yes.

F. ADJOURN

The meeting adjourned at 7:01 p.m.

ATTEST



Sarah Jacobsen, Town Clerk



MOTION PASSED

TOWN OF SEVERANCE



Matthew Fries, Mayor