



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

AGENDA
CITIZEN ADVISORY BOARD MEETING
Wednesday, November 5, 2025, at 6:00 PM

A. CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
4. Approval of 9.3.25 Minutes
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. **School Resource Officer Discussion**
 - Discussion
 - Staff Presentation: Stephen Gagliardi, Council Member
2. **Safety Fair Discussion**
 - Discussion
 - Staff Presentation: David Bruen, Council Member

C. COMMUNICATIONS

1. Town Staff
2. Board Members

D. ADJOURN

Citizen Advisory Board MEETING

Wednesday, November 5, 2025, 6:00 PM (MDT)

The Citizen Advisory Board reserves the right to adjourn to a virtual-only meeting at their discretion should the need arise.

Registration URL

https://us02web.zoom.us/webinar/register/WN_Mg9QsgE-RYa6TpighgRVuQ

The Town of Severance does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the provision of services. For disabled persons needing reasonable accommodation to attend or participate in a town service, program, public meeting, or activity, call 970-686-1218 at least 72 hours in advance. Disabled access is available from the front entrance of the Town Hall.



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

MEETING MINUTES
Wednesday, September 3, 2025, at 6:00 PM

Chair: Josh Green
Vice-Chair: Chase Zajc
Board Members: Dale Garland
Felicia Jarrett
Marissa Riopelle
Richard Vandenberg
Stephen Olt
SarahMae Williams, Alternate Member
Mayor Pro Tem Brittany Vandermark, Council Liaison
Audience: Lee Oldenburg, Cassidy White, Kelsey Dudziak and Adam Jokerst
Staff: Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Sarah Jacobsen, Town Clerk

A. CALL TO ORDER

1. Roll Call

PRESENT: Vice-Chair Chase Zajc, Member Dale Garland, Member Felicia Jarrett, Member Marissa Riopelle, Member Richard Vandenberg, Member Stephen Olt, Alternate Member SarahMae Williams.

ABSENT: Chair Josh Green.

2. Pledge of Allegiance

3. Approval of Agenda

MOTION WAS MADE BY Member Garland, seconded by Member Vandenberg to Approve the Agenda with an amendment to switch the order of the two items. All Members present voting Yes.

MOTION PASSED

4. Approval of August 6, 2025 Minutes

MOTION WAS MADE BY Member Vandenberg, seconded by Member Jarrett to Approve the August 6, 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.

No public comment.

B. REGULAR MEETING

2. Community Grant Request: Severance High School

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager
 Severance High School Business Teacher Lee Oldenburg, Student Kacie Laub and Student Steve Stack presented to the Board, giving an overview of the school store and student survey results.

Member Jarret motioned to approve the grant for \$3,000 to Severance High School, School Based Enterprise, no second on the motion and the motion died.

MOTION WAS MADE BY Member Garland, seconded by Member Vandenberg to Approve the Community Grant Request: Severance High School for \$2,500.00. All Members present voting Yes.

MOTION PASSED

1. Water Master Plan

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager
 The third and final presentation from WestWater Research was given by Cassidy White, Kelsey Dudziak and Adam Jokerst.

C. COMMUNICATIONS

1. Town Staff
2. Board Members

D. ADJOURN

The meeting adjourned at 7:47 p.m.

TOWN OF SEVERANCE

Josh Green, Chair

ATTEST:

Sarah Jacobsen, Town Clerk



AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
School Resource Officer Discussion	Stephen Gagliardi, Council Member	Council Member Stephen Gagliardi
ACTION REQUESTED		
Management asks that the Citizen Advisory Board review and discuss the proposed information in the School Resource Officer Discussion and provide Council Member Gagliardi with any comments or suggestions it deems necessary.	<u>Discussion</u>	
BRIEF HISTORY OF ITEM		
BRIEF SUMMARY		
<p>On the agenda for this meeting is a discussion item concerning the need for an additional School Resource Officer (SRO) dedicated to Severance High School. Currently, one SRO serves all three schools in Severance. As our community continues to grow, there may be a need to evaluate whether it is appropriate and sustainable to have one SRO for the middle and elementary schools and another assigned specifically to the high school.</p>		
PUBLIC SUPPORT/CONCERN		
None at this time.		
ANALYSIS AND RECOMMENDATION		
<p>Management asks that the Citizen Advisory Board review and discuss the proposed information in the School Resource Officer Discussion and provide Council Member Gagliardi with any comments or suggestions it deems necessary.</p>		
MATERIALS SUBMITTED		
<p>The following materials were submitted and included in this packet: None</p>		



AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Safety Fair Discussion	David Bruen, Council Member	Council Member Bruen
ACTION REQUESTED		
Management asks that the Citizen Advisory Board review and discuss the proposed information on the proposed Safety Fair and provide Council Member Bruen with any comments or suggestions it deems necessary.		<u>Discussion</u>
BRIEF SUMMARY		
<p>The proposed petition is to organize a safety fair that features public and emergency services like fire, police, SWAT, medical, Flight for Life, etc. This will provide hands-on demonstrations such as CPR and fire extinguisher use, K-9 demonstrations, and more. Below are some examples for interactive demonstrations and activities.</p> <ul style="list-style-type: none"> • Fire safety • Emergency Response • Traffic Safety • Workplace Safety • Emergency Preparedness • Home Safety • Cybersecurity 		
PUBLIC SUPPORT/CONCERN		
None at this time.		
ANALYSIS AND RECOMMENDATION		
Management asks that the Citizen Advisory Board review and discuss the proposed information on the proposed Safety Fair and provide Council Member Bruen with any comments or suggestions it deems necessary.		
MATERIALS SUBMITTED		
The following materials were submitted and included in this packet: None		