



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, April 14, 2026, at 5:00 PM

Mayor: Matthew Fries
Mayor Pro-tem: Brittany Vandermark
Council Members: David Bruen
Craig Joseph
Stephen Gagliardi
Karen Hessler
Josh Ochs
Audience: Josh Olhava Ayres Director of Planning & Economic
Development, Lindsey Wilson Ayres Community Planner
Staff: Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Sarah Jacobsen, Town Clerk
Shani Porter, Planning Director
Ken Chavez, Police Chief
Andrew Rogers, 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 - Great Western Railway Rehab Discussion

- Discussion
- Staff Presentation: Stephen Gagliardi, Council Member
This item was discussed second on the agenda. Councilmember Gagliardi spoke to the Town Council about the Great Western Railway Engine and Caboose rehab estimated costs.

2. Pg. 5 - Downtown Project Discussion

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager
This item was discussed first on the agenda. A presentation was given by the Town Manager, Nicholas Wharton, on the revitalization options for the Severance downtown area, the northeast block of 4th and CR23.

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

1. Roll Call
2. Pledge of Allegiance
3. Pg. 10 - Proclamation: Arbor Day April 24, 2026
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 Gagliardi to Approve Consent Calendar. All Council Members present voting Yes.

MOTION PASSED

- a. Pg. 11 - Town Council Meeting Minutes 3.24.26

6. Approval of Agenda

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Ochs to Approve the Agenda. 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. 15 - Planning Commissioner Appointment

- Legislative, Discussion
- Staff Presentation: Shani Porter, Planning Director
The Town Council interviewed and selected Michael Hall to fill the Planning Commissioner seat for a term through June 2027.

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Gagliardi to appoint the Planning Commissioner as Michael Hall. All Council Members present voting Yes.

MOTION PASSED

2. Pg. 24 - Resolution 2026-12R: A Resolution of the Town Council of the Town of Severance, Colorado, amending the Code of Conduct and Ethics in accordance with section 3.06 of the Home Rule Charter

- Legislative
- Staff Presentation: Andrew Rogers, Town Attorney

MOTION WAS MADE BY Mayor Pro-tem Vandermark, seconded by Council Member Ochs to Approve Resolution 2026-12R: A Resolution of the Town Council of the Town of Severance, Colorado, amending the Code of Conduct and Ethics in accordance with section 3.06 of the Home Rule Charter with an amendment to section 10 L to include reasonable attorney fees.. All Council Members present voting Yes.

MOTION PASSED

3. Pg. 63 - Ordinance 2026-03: An Ordinance of the Town Council of the Town of Severance, Colorado, repealing and reenacting section 6-1-150 of the Severance Municipal Code regarding Solicitors, Door-to-Door Salespersons

- Legislative, Public Comment
- Staff Presentation: Andrew Rogers, Town Attorney
Public comment opened at 7:21 p.m. No one wished to comment.

MOTION WAS MADE BY Council Member Bruen, seconded by Council Member Hessler to Adopt Ordinance 2026-03: An Ordinance of the Town Council of the Town of Severance, Colorado, repealing and reenacting section 6-1-150 of the Severance Municipal Code regarding Solicitors, Door-to-Door Salespersons. All Council Members present voting Yes.

MOTION PASSED

4. Pg. 81 - Comprehensive Plan Discussion

- Discussion
- Staff Presentation: Josh Olhava

Josh Olhava, Director of Planning and Economic Development with Ayres, presented to the Town Council the timeline and overview of the Comprehensive Plan update.

D. COUNCIL MEMBER PETITIONS

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

Mayor Pro-Tem Vandermark petitioned for a dog treat and stick library at the dog park.


Mayor Fries petitioned for an outdoor skate rink.

Both items will be brought to the Citizen Advisory Board for feedback.

E. ADJOURN

The meeting adjourned at 8:11 p.m.

TOWN OF SEVERANCE


Matthew Fries, Mayor

ATTEST


Sarah Jacobsen, Town Clerk

