



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

AGENDA

Wednesday, June 3, 2026, at 6:00 PM

A. CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
4. Approval of May 4, 2026 Minutes
5. Public Comment

The purpose of the Public Comment is for members of the public to speak to the Citizen Advisory Board 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 Chair. The Citizen Advisory Board 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 Citizen Advisory Board, please state your name and address and sign-in.

B. REGULAR MEETING

1. **Council Petition: Outdoor Skate Rink Discussion**
 - Discussion
 - Staff Presentation: Matthew Fries, Mayor
2. **Council Petition: Dog Treat & Toy Library**
 - Discussion
 - Staff Presentation: Brittany Vandermark, Mayor Pro-tem

C. COMMUNICATIONS

1. Town Staff
2. Board Members

D. ADJOURN

Citizen Advisory Board Meeting
Wednesday, June 3, 2026, 6:00 PM (MDT)

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

Registration URL
https://us02web.zoom.us/webinar/register/WN_J9wtQzhkS56xgipTliAaYA

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 / COMPREHENSIVE PLAN ADVISORY COMMITTEE
MEETING**

Zoom Webinar and/or Town Council Chamber
3 S Timber Ridge Parkway, Severance, CO 80550

**CITIZEN ADVISORY BOARD MEETING MINUTES
Wednesday, May 6, 2026, at 6:00 PM**

Chair: Josh Green
Vice-Chair: Chase Zajc
Board Members: Dale Garland
Richard Vandenberg
Felicia Jarrett
Stephen Olt
SarahMae Williams
Brittany Vandermark, Council Liaison

Staff: Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Sarah Jacobsen, Town Clerk
Shani Porter, Planning Director
Andrew Rogers, Town Attorney
Josh Olhava, Planner

A. CITIZEN ADVISORY BOARD CALL TO ORDER

1. Roll Call

Present: Chair Josh Green, Vice-Chair Chase Zajc, Member Dale Garland, Member Richard Vandenberg, Member Felicia Jarrett, Member Stephen Olt, Member SarahMae Williams

2. Pledge of Allegiance

3. Approval of Agenda

Motion by Member Vandenberg to approve the agenda, seconded by Vice-Chair Zajc. All Members present voting yes. **MOTION PASSED**

4. Approval of Minutes 4.1.26

Motion by Member Olt to approve April 1, 2026, meeting minutes, seconded by Member Vandenberg. All Members present voting yes. **MOTION PASSED**

5. Public Comment

No public comment.

B. REGULAR MEETING

1. Council Petition: Adopt a Street/Trail

- Discussion, Legislative
- Staff Presentation: David Bruen, Council Member

The Board discussed the item, providing feedback, and would like to see organizations that wish to adopt a street or trail clean it at least four times a year. The Board had consensus to recommend this item to the Town Council and suggested that the item go to the Youth Council to gather feedback and gain interest in participation.

2. Council Petition: E-Bike, E-Scooter & E-Moto

- Discussion, Legislative
- Staff Presentation: Karen Hessler, Council Member

The Board discussed the item, with consensus that this is a serious issue and that they would like to see an Ordinance brought to the Town Council, including safety requirements, clarification on the types of electric recreation modes, and where they can and cannot be used within the Town. The Board had suggestions for the item going to the Youth Council and providing more education and training on electric bikes/motors.

C. COMMUNICATIONS

1. Town Staff
2. Board Members

D. CITIZEN ADVISORY BOARD ADJOURN

Motion was made by Chair Green and seconded by Member Jarrett to Adjourn the meeting at 6:47 p.m., all Members voting yes.

TOWN OF SEVERANCE

Josh Green, Chair

ATTEST

Sarah Jacobsen, Town Clerk



AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Council Petition: Outdoor Skate Rink Discussion	Matthew Fries, Mayor	Mayor Matthew Fries
ACTION REQUESTED		
<p>Mayor Fries asks the Citizen Advisory Board (CAB) to discuss and make a recommendation based on the conclusions of the discussions. For purposes of the discussion, assume the Town has the funds and answer, "Is this proposed project something we should be spending money on?"</p> <p>Action that may be taken:</p> <ul style="list-style-type: none"> • Recommend to not move forward with the project • Recommend to move forward with Versacourt • Recommend to move forward with a concrete rink • If recommending to move forward what is the ideal location? 		<p><u>Presentation Discussion</u></p>
BRIEF HISTORY OF ITEM		
BRIEF SUMMARY		
<p>Approximately two months ago, a 9-year-old Severance resident sent the Mayor a request for the Town to consider providing the community with a "skate rink." Mayor Fries and the Town Manager met with the young man and his mother to discuss the request. The primary purpose of the rink is for outdoor rollerblade hockey since Severance doesn't currently often utilize this amenity, and there are limited options available to the public in Northern Colorado. There are no options that allow safe passage for youth or others without using a motor vehicle. Currently, youth in Severance use their neighborhood streets to play street hockey.</p> <p>An outdoor skate park would offer unique, in-demand recreational activities for our community, especially our young residents. This request aligns with the Town Council's vision and goals. The proposed project is requested by a "youth", and will most likely be used primarily by "youth"; however, adults would be welcome, and there could be an option for other sporting activities on the rink.</p>		
PUBLIC SUPPORT/CONCERN		
<p>This project is being proposed by the public, not by the Town Council or staff. To date, there are no concerns or specific opposition to the project.</p>		
ANALYSIS AND RECOMMENDATION		
<p>Having multiple conversations with individual Council Members and Town Management regarding this project, as with any request of this type, funding is always a key issue, as is the timing of the funding. If the CAB recommends moving this project forward, it will be the Town Council and Management who will need to determine funding and timing.</p>		
MATERIALS SUBMITTED		

The following materials were submitted and included in this packet:

1. Skate Rink PPT CAB 6.3.26
2. VersaCourt Information



Proposed Outdoor Skate Rink

Citizen Advisory Board Discussion | Mayor Matthew Fries





The Vision

AN OUTDOOR MULTI-USE SKATING SURFACE FOR SEVERANCE

- Dedicated outdoor rink for roller blade hockey
- Open to all ages, skating, recreation, and community gathering
- Safely accessible without a motor vehicle – on foot or by bike
- No comparable facility in Northern Colorado – fills a real gap
- Consistent with Town Council's vision for unique recreational amenities





Community Impact

WHY THIS MATTERS FOR SEVERANCE RESIDENTS

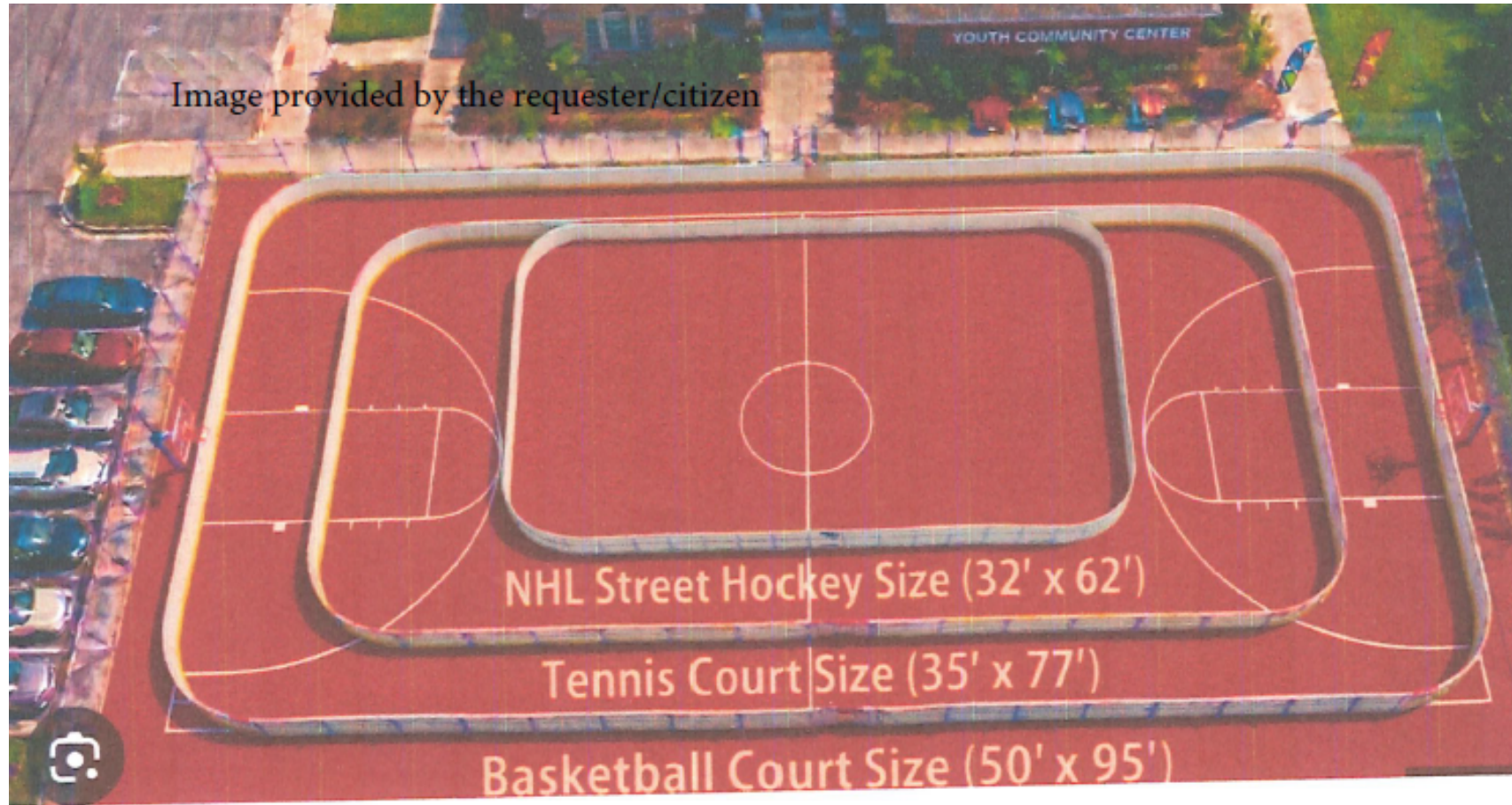
- Proposed by the community – not Town staff or Council
- Youth currently play hockey in neighborhood streets – safety risk
- Primarily serves youth, with potential adult and multi-sport use
- Consistent with the Town Council's vision and goals for recreation



Image provided by requester/citizen



Court Examples





Surface Options

VERSACOURT

- ✓ Modular interlocking tiles – no concrete needed
- ✓ Designed for roller hockey & skating
- ✓ Lower upfront cost vs. concrete
- ✓ Faster installation – minimal disruption
- ✓ Tiles can be replaced individually if damaged
- ✓ UV-resistant; handles Colorado weather
- ✗ Shorter lifespan than poured concrete
- ✗ May require base prep / sub-base leveling

CONCRETE

- ✓ Extremely durable 20-30 year lifespan
- ✓ Smooth, consistent surface for all skating activities
- ✓ No tile shifting or movement over time
- ✓ Low ongoing maintenance costs
- ✗ Higher upfront construction cost
- ✗ Longer installation timeline
- ✗ Cracks may develop over freeze/thaw cycles
- ✗ Cracks require professional repair

Estimated costs
Versacourt \$150k - \$250k
Concrete \$150k
Ongoing maintenance \$ TBD



Potential Locations



Community Park



Lakeview Park



Blue Spruce Park



CAB Discussion & Recommendation

1

Should we move forward?

Is this something the Town of Severance should be spending money on?

2

Which surface?

Versacourt (modular tiles) or Concrete (traditional poured)?

3

Where should it go?

Where is the ideal location within Severance?

QUESTIONS?

Thank you for your time





VersaCourt manufactures, designs and delivers innovative courts.
Then we back our products with a lifetime of warranty solutions.

VersaCourt wants you to be a customer for life and we plan to achieve this by providing you the highest quality products and the industry's best and most clear warranty. Our desire is that when you place your faith in us you will have a worry-free recreational surface for years to come. That's why we have invested heavily in state-of-the-art injection molding equipment and control all aspects of manufacturing every tile we sell. Also, we partner with the best automotive additive suppliers to ensure our UV stabilizers and other proprietary additives will provide our products with the longest life possible.

As an added benefit to our customers we've developed a multitude of warranty solutions to fit your needs.

<p>MATERIAL AND WORKMANSHIP WARRANTY</p> 	<p>NO QUESTIONS ASKED REPLACEMENT</p> 	<p>REFER A FRIEND PROGRAM</p> 	<p>YOU CARE, WE CARE INITIATIVE</p> 
---	--	---	--



MATERIAL AND WORKMANSHIP

If the court tile provided to you is defective in materials or workmanship, then VersaCourt will replace the defective tile with like product at no cost for the first 5 years, provide a 50% discount off MSRP in years 6-8, and then will provide a 30% discount for life.

Please note that this does NOT cover damage caused by accident, improper installation or disassembly, improper care, negligence, abuse, abnormal wear and tear, fitness for use, acts of God, or any other cause not arising out of defects in material or workmanship of the components. Also, the replacement of tiles that VersaCourt is providing does not include covering the labor to complete the work. Shipping is paid for by VersaCourt in the first five years and covered by the customer after that.



NO QUESTIONS ASKED REPLACEMENT

There doesn't need to be a manufacturing defect (or any other reason) for exchanging your court. If you decide you want a new court we'll offer 40% off MSRP in Years 0-8 (tile only), and 30% off MSRP after the 8-year window has passed, for the life of the court.

Change teams? Did your favorite coach leave for greener pastures? Move? Kids decide they want to go somewhere else to college? No problem – contact us, ship us your old court, tell us what changes to make, we ship a new court and Bam! Everybody is happy again!

Below is what you will be responsible for as the customer:

- Providing labor to remove old tiles, re-palletize or package them and ship them back to VersaCourt (You will pay for shipping both to and from, unless it is for a manufacturing defect then we will cover the shipping)
- Providing labor to install the new tile
- Paying for the paint to be reapplied, including logos (We provide a 50% of MSRP on painted lines and logos if they were originally painted by VersaCourt)

YOU'RE FRIENDS ARE OUR FRIENDS
WE'LL EVEN PAY YOU FOR THEM
EARN \$100 EGIFT CARDS



REFER A FRIEND PROGRAM

Refer our product to your friends and we will show our thanks by sending you a \$100 E-Gift card for each referral who makes a qualifying purchase.

- Minimum order amount of \$1,500
- The Referral must identify who referred them
- Purchase must happen within 6 months of identification
- \$100 E-Gift card will be distributed when Referral purchases and pays in full
- No limit to the number of \$100 E-Gift cards you can earn

ENOUGH PLASTIC IS
THROWN AWAY EACH
YEAR TO CIRCLE THE
EARTH FOUR TIMES, LET'S
HELP CURB THIS WASTE.



YOU CARE, WE CARE INITIATIVE

Find piece of mind in knowing that at the end of its life your VersaCourt doesn't have to end up in our country's landfills. We'll gladly accept it back and repurpose the court for other uses. We'll even pay the shipping to get it back to us.

- Only applies to VersaCourt Tile and does not include accessories
- You pack it up, we pay the return shipping
- Labor to remove and package tile is not included

THE FINE PRINT

BECAUSE WE ARE PROVIDING THE WARRANTY DESCRIBED ABOVE, VERSACOURT DISCLAIMS ALL OTHER WARRANTIES OF ANY KIND, EXPRESSED OR IMPLIED, IN FACT OR IN LAW, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES FOR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. OUR WARRANTY IS LIMITED TO REMEDIES OF REPLACEMENT, WHICH SHALL CONSTITUTE THE EXCLUSIVE REMEDY AVAILABLE UNDER OUR WARRANTIES, AND ALL OTHER REMEDIES OR RESOURCES WHICH MIGHT OTHERWISE BE AVAILABLE ARE HEREBY WAIVED BY THE BUYER. VERSACOURT WILL HAVE NO OTHER OBLIGATIONS OR LIABILITY FOR DAMAGES ARISING OUT OF, OR IN CONNECTION WITH, THE USE OR PERFORMANCE OF THE PRODUCT INCLUDING BUT WITHOUT LIMITATION FOR PERSONAL INJURY OR ECONOMIC LOSSES. TO THE MAXIMUM EXTENT PERMITTED BY LAW, VERSACOURT IS NOT RESPONSIBLE FOR ANY DIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES RESULTING FROM ANY BREACH OF WARRANTY OR UNDER ANY OTHER LEGAL THEORY. THE REPLACEMENT OF PARTS IS VALID AS LONG AS THE CURRENT MOLD DESIGN IS ACTIVE AND IN USE. MSRP SHALL MEAN AS OF THE DATE ON WHICH ANY WARRANTY CLAIM IS FILED WITH VERSACOURT. WARRANTY APPLIES TO 48 CONTIGUOUS STATES IN THE US AND CANADA. FOR CLAIMS INVOLVING ALASKA, HAWAII, AND ALL OTHER INTERNATIONAL COUNTRIES, PLEASE CONTACT YOUR LOCAL VERSACOURT REPRESENTATIVE.

Some states (or jurisdictions) do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

Discounts and cash back offers cannot be combined with each other or any other available offers.

CLAIMS PROCEDURE

1. Call VersaCourt at 800-540-4899, or write warranty@versacourt.com for verification of your warranty and instructions.
2. You will be requested to send a sample of one full tile and/or photograph of the entire surface that is believed to be defective. You may be requested to send one tile of each color.
3. The claim will be promptly resolved either by replacement or a written explanation for the denial of the claim.
4. VersaCourt may request that all or part of the defective items be returned to the plant. Costs are the responsibility of the party identified in the warranty.

THESE LIMITED WARRANTIES GIVE YOU SPECIFIC LEGAL RIGHTS, AND YOU MAY ALSO HAVE OTHER RIGHTS, WHICH VARY FROM STATE TO STATE.



VersaCourt Outdoor Skating Rink Surfacing

VersaCourt Compete can also be used for outdoor skating applications. The precision locking system and surface profile provides a smooth, monolithic skating surface with the best wheel grip in the industry.

VersaCourt Compete courts are engineered to stand up to the toughest weather conditions and its specially shaped perforations allow water to drain easily and the surface to dry quickly, so your facility can be up and running quickly, even after heavy rainfall.



DESIGN YOUR OWN SKATING RINK

With our interactive court designer, you can create the skating rink of your dreams. Mix and match colors, add game lines and accessorize.

START DESIGNING

[\(HTTPS://COURTDESIGNER.VERSACOURT.COM/\)](https://courtdesigner.versacourt.com/)



HOCKEY GOALS AND ACCESSORIES

We offer the best hockey goals in the business. These are the most authentic styled, using the most impact resistant steel and finest construction techniques.

[LEARN MORE \(/HOCKEY-NETS.HTML\)](/hockey-nets.html)



PROFESSIONAL DESIGN ASSISTANCE

When you choose VersaCourt, you'll work with our in-house designers that create hundreds of court designs each year.

REQUEST DESIGN ASSISTANCE

[\(/CONTACT-US.HTML\)](/contact-us.html)





AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Council Petition: Dog Treat & Toy Library	Brittany Vandermark, Mayor Pro-tem	Mayor Pro-Tem Brittany Vandermark
ACTION REQUESTED		
Mayor Pro-Tem Vandermark is asking the Citizen Advisory Board (CAB) for a recommendation to move the topic of the dog park stick and ball library to the Council for a Work Session.	<u>Presentation Discussion</u>	
BRIEF SUMMARY		
<p>This topic was brought up on a local social media page, that had a lot of interest. The dog park is well used, and I think it is important to look at amenities that community members are interested in. I have included the proposal from the local community member who would build and help maintain the library. If approved, the funding could come from the Council's discretionary fund.</p> <p>This ties to the Town's core value of neighborly and bringing community together and the Town Council's vision of bringing community together.</p>		
PUBLIC SUPPORT/CONCERN		
There is citizen support for this item.		
ANALYSIS AND RECOMMENDATION		
MATERIALS SUBMITTED		
<p>The following materials were submitted and included in this packet:</p> <ol style="list-style-type: none"> 1. Dog Park Library Proposal 6.3.26 2. Dog Park Library Draft Drawing 6.3.26 		



WOODWORKING

Jay Blue
 (970) 817-4608
 jblue3224@gmail.com

Date: 19-May-2026 Project Type: Dog Park Stick and Ball Lending Library
 Project Name: Severance Dog Park Stick Library
 Customer: Town of Severance, Colorado
 Project Contact: Mayor Pro Tem Brittany Vandermark
 Contact Email: brittany.vandermark@townofseverance.org
 Contact Phone: TBD
 Proposed Total Project Cost: \$525

Project: Bear Designs Woodworking (Jay Blue) will construct a Dog Stick and Ball Lending Library for installation at a location identified by the Town of Severance.

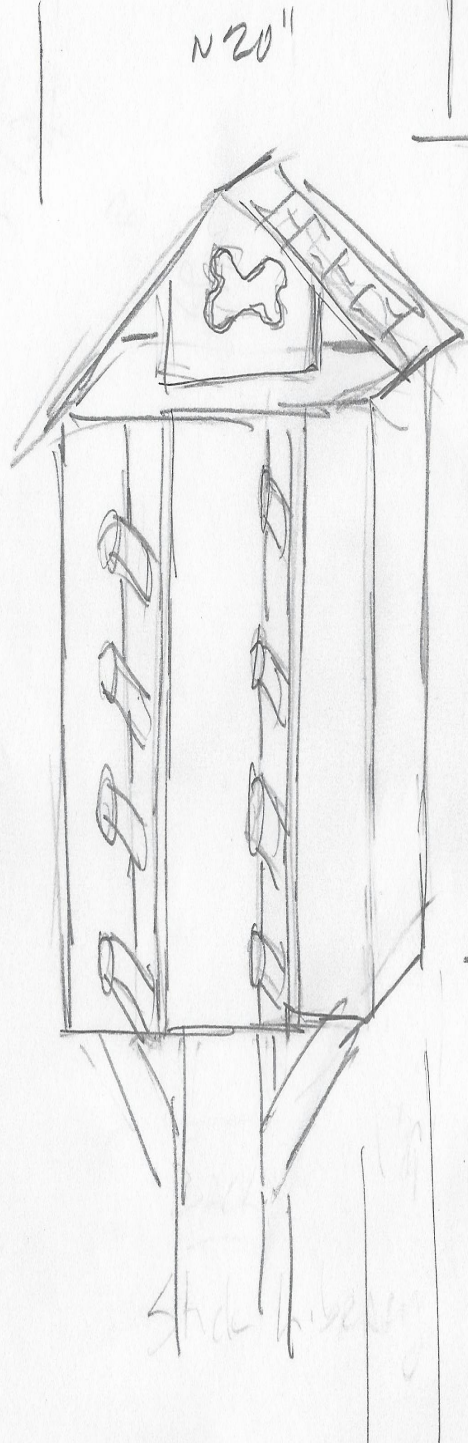
- The project will be constructed of pine boards and plywood. It will measure approximately 12” deep, 20” wide, 24” tall, with a pitched roof and a windowed door. The inside of the cabinet will have shelves for holding balls up to 4” diameter and a lidded box for dog treats. The back of the cabinet will have 4 sets of pegs to hold sticks of various sizes. The door will have a clear window of LEXAN polycarbonate, an external hook latch, and two internal magnetic latches. The treat box will have an internal magnetic latch as well. The roof will be covered with asphalt shingle.
- The project will be sealed and finished with a base primer paint and premium exterior latex paints. The interior of the box will be painted white. The exterior of the box will be painted in a color of the customer’s specification.
- The project will be mounted on a 4x4 post that the Town of Severance will install at their chosen location. The post must be treated cedar or similar 4”x4” post, set in concrete, and set at a minimum height of 36” above grade.

Payment & Delivery: A deposit of \$200 is required to get the project started. The remaining balance of \$325 would be due upon delivery and installation.

- Payment can be made by a check made payable to Bear Designs Woodworking.
- If an electronic form of payment is preferred, please let me know and I’ll provide the needed information.
- Estimated would be approximately 2 to 3 weeks from acceptance of this proposal and receipt of initial down payment.

Thanks!

Jay Blue



n 20"

n 24"

NOT NECESSARILY
TO SCALE

☺

CONCEPT DWG

n 24"

MAY

Translat 24" dia
R4000 31cm
SF7000 n 4" dia