



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

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**MEETING MINUTES**  
**Wednesday, August 6, 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  
**Audience:** Brittany Vandermark Council Liaison, Elizabeth Atkins Severance  
Chamber, Lisa Myklak, Cassidy White WestWater Research, Kelsey  
Dudziak WestWater Research, Adam Jokerst WestWater Research  
**Staff:** Nicholas Wharton, Town Manager  
Sarah Jacobsen, Town Clerk

**A. CALL TO ORDER**

**1. Roll Call**

PRESENT: Chair Josh Green, Vice-Chair Chase Zajc, Member Dale Garland, Member  
Melissa Riopelle, Member Felicia Jarrett, Member Richard Vandenberg and Alternate  
Member SarahMae Williams  
ABSENT: Member Stephen Olt

**2. Pledge of Allegiance**

**3. Approval of Agenda**

**MOTION WAS MADE BY Member Garland**, seconded by Member Jarrett to Approved the  
Agenda. All Members present voting Yes.

**MOTION PASSED**

**4. Approval of July 2, 2025 Minutes**

**MOTION WAS MADE BY Member Garland**, seconded by Vice-Chair Zajc to Approved the  
July 2, 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**

**1. Community Grant Request: Carnival of Dreams**

- Legislative, Discussion
- Staff Presentation: Nicholas Wharton, Town Manager  
Applicant representatives Elizabeth Atkins with the Severance Chamber of Commerce and Lisa Myklak were present to answer questions.

**MOTION WAS MADE BY Chair Green**, seconded by Member Vandenberg to Approve Community Grant Request: Carnival of Dreams. All Members present voting Yes.

**MOTION PASSED**

**2. Water Master Plan**

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager  
A presentation from WestWater Research on the proposed phase two of the Town's Water Master Plan was given by Cassidy White, Kelsey Dudziak and Adam Jokerst.

**C. COMMUNICATIONS**

1. Town Staff  
Town Manager Nicholas Wharton gave an update on Town projects.
2. Board Members

**D. ADJOURN**

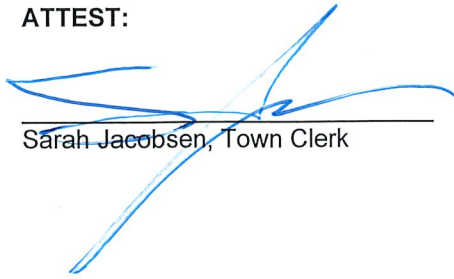
**MOTION WAS MADE BY Member Garland**, seconded by Member Jarrett to adjourn at 7:03 p.m. All Members present voting Yes.

**MOTION PASSED**

**TOWN OF SEVERANCE**

  
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Josh Green, Chair

ATTEST:



Sarah Jacobsen, Town Clerk

