



**TOWN BOARD MEETING**  
Town Board Chamber  
3 S. Timber Ridge Parkway, Severance, CO 80550

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**MINUTES**  
**REGULAR MEETING 2017-17**  
**Monday, October 2, 2017**  
**6:00 p.m.**

**Present:**

**Mayor:**

**Mayor Pro-Tem**

**Trustees:**

Don Brookshire  
Dennis "Zeke" Kane  
Bruce Florquist  
Mike Kinney  
Alison Koster  
Matt Gordon  
Don McLeod

**Absent:**

None

**Staff:**

John Holdren, Town Administrator  
Nicholas Wharton, Assistant Town Administrator  
Betty Mauch, Town Clerk/Treasurer  
Greg Bell, Town Attorney  
Mitch Nelson, Town Planner

**Audience:** Julie Stout, Gunnar Stout, Ann Kling, Zack Goodell, Tim Reichel, Keith & Brenda Rangel, Scott Paulson

**A. CALL TO ORDER**

**1. Roll Call**

All members were present.

**2. Pledge of Allegiance**

A moment of silence was taken before the Pledge of Allegiance in memory of the victims of the Las Vega shooting.

**3. Approval of Agenda**

**MOTION WAS MADE BY TRUSTEE KANE** second by Trustee Florquist to approve the agenda. All members present voting **YES**,

**MOTION CARRIED**

4. **Public Comment:** Gunnar Stout, 308 2<sup>nd</sup> St, told the Board he liked the field trip to the Town Hall for the third graders from Rangeview Elementary. He noted they got to see the equipment and the police car.
5. **Consent Agenda**
  - a. Minutes – September 18, 2017 Regular Meeting

**MOTION WAS MADE BY TRUSTEE FLORQUIST** second by Trustee Kinney to approve the consent agenda.

**RECORDED VOTE:**

**AYES:** Trustees Koster, Kinney, Gordon, Florquist, Kane and Mayor Brookshire.....6  
**NAYS:** None.....0  
**ABSTAIN:** Trustee McLeod.....1  
**ABSENT:** None.....0

**MOTION CARRIED**

**B. REGULAR MEETING**

**1. Hunter’s Crossing 1-5 Annexation**

• **Public Hearing**

○ **Open Public Hearing**

Mayor Brookshire opened the public hearing at 6:08 p.m.

○ **Comments from applicant** – There were none.

○ **Comments from Town Planner, Engineer and Town Staff**

Town Planner Mitch Nelson stated this is the Hunter’s Crossing Annexation project that we have looked at in the past. He asked to continue the public hearing to a later date.

Town Attorney Greg Bell stated that you are not allowed to continue a public hearing, unless you have one hour of public comment. He recommended leaving the public hearing open for an hour before closing the public hearing.

○ **Comments from Board**

Mayor Brookshire stated that the public comment portion would remain open until 7:09 p.m. at which time any public comments will be noted and the public hearing will be continued to a later date.

○ **Comments from Public** – There were none.

○ **Adjourn public hearing**

Mayor Brookshire adjourned the public meeting at 7:09 p.m. this public hearing will be continued to a later date.

• **Action**

- **Resolution 2017-33R:** The Board of Trustees setting forth findings of fact and determinations regarding the eligibility for annexation of Hunter’s Crossing Annexation

- **Ordinance 2017-22:** The Town of Severance annexing property known as Hunter's Crossing Annexation to the Town of Severance, Colorado

**No action was taken.**

## 2. **Hunter's Crossing 1-5 Zoning**

- **Public Hearing**

- **Open Public Hearing**

Mayor Brookshire opened the public hearing at 6:11 p.m. He stated that since this follows the annexation it will be continued to a later date to be determined.

- **Comments from Applicant** – There were none.
- **Comments from Town Planner, Engineer and Town Staff** – There were none.
- **Comments from Board** - There were none.
- **Comments from Public** – There were none.

- **Adjourn public hearing**

Mayor Brookshire adjourned the public meeting at 6:12 p.m.

- **Action**

- **Ordinance 2017-23:** An Ordinance amending the zoning map of the Town of Severance to establish the zoning of property known as the "Hunter's Crossing Annexation", newly annexed to the Town of Severance

**No action was taken**

## 3. **Community Park Frisbee Golf Course**

- **Action**

Wade Lieuwallen, 317 Maple Ave, Eaton, member of Windsor and Northern Colorado Frisbee Golf Clubs, asked permission to work with Town Planner Mitch Nelson to add a Frisbee golf course to the new Community Park. They will stay away from the dog park and the trees. He showed a sketch of how the course could possibly be located in the park. He stated it would be at his expense and asked if he could start raising funds for one.

Town Planner Mitch Nelson stated he is looking to work with Mr. Lieuwallen as we determine what to put in the park. He is asking the Board to think about it and when the layout is finalized he will bring it back to the Board.

Mayor Brookshire stated he is supportive of working with the staff on that as part of our design.

**MOTION WAS MADE BY TRUSTEE FLORQUIST** second by Trustee Kinney to approve the applicants request to use space in the community park for a regulation frisbee golf course at the applicant's expense and with staff coordination.

Following further discussion Trustee Florquist withdrew his motion and Trustee Kinney withdrew his second. The frisbee golf course will be considered as they work on the community park design and what will be included in it.

4. **NISP IGA Purchase Agreement**

- **Action**

John stated that Fort Lupton is wanting to sell their NISP Participation of 3,000 acre feet of yield from the project. He and Attorney Bell have reviewed the Intergovernmental Agreement (IGA). The purchase price is \$507,500 for 700 acre feet of NISP Participation. \$50,000 in earnest money shall be paid up front. This water cannot be sold and taken somewhere else.

Discussion

- **Intergovernmental Agreement for the Purchase and Sale of NISP Participation**

**MOTION WAS MADE BY TRUSTEE McLEOD** second by Trustee Kinney to approve the Intergovernmental Agreement for the Purchase of NISP Participation totaling 700 shares at a purchase price of \$507,500.

**RECORDED VOTE:**

**AYES:** Mayor Brookshire, Trustees McLeod, Kinney and Gordon.....4  
**NAYS:** Trustees Kane, Koster and Florquist.....3  
**ABSTAIN:** None.....0  
**ABSENT:** None.....0

**MOTION CARRIED**

**C. STAFF REPORTS**

*Board approval may be sought for administrative actions in association with staff reports.*

- **Town Administrator**
  - **Miscellaneous Reports**

John introduced the Town’s new Treasurer, Steve Christensen.

Steve told the Board he is thrilled to be here and gave them some background information. He has been a controller and finance manager for 25 years and has worked for special districts.

- **Assistant Town Administrator**
  - **Special Event Permit (x2)**

Nick stated that he has two special event applications. One is a wedding at Lakeview Park and they would like to serve beer, champagne and spiked punch. They will have to have the area fenced. Since there will be less than 50 people this is a Board approval, the Board has the right to put any restrictions on they feel necessary. Administration recommends making sure they have a fenced area where the liquor will be served.

**MOTION WAS MADE BY TRUSTEE GORDON** second by Trustee McLeod to approve a special event permit for a wedding in Lakeview Park on May 27, 2018 and allow them to serve beer, champagne and spiked punch at the wedding with the conditions they fence the area, provide their own insurance and comply with staff recommendations. All members present voting **YES**,

**MOTION CARRIED**

Nick stated he has a Special Event application from Grace River Church who is looking for a temporary place to hold church. They would like to rent the Board Room for the next four Sundays in October. This will require an extra employee to open and close the building. His concern is if we allow this and they can't find a new spot and want to continue here. They are nonprofit and are not charged so there is no offset to cover the open and close cost.

**MOTION WAS MADE BY TRUSTEE McLEOD** second by Trustee Gordon to approve a special event permit to Grace River Church to rent the Board room for services on October 8, 15, 22 and 29, 2017 with them to cover the cost to open and close the building.

**RECORDED VOTE:**

**AYES:** Mayor Brookshire, Trustees Kinney, McLeod, Koster, Kane and Gordon.....6  
**NAYS:** Trustee Florquist.....1  
**ABSTAIN:** None.....0  
**ABSENT:** None.....0

**MOTION CARRIED**

○ **Miscellaneous Reports - None**

• **Mayor**

Mayor Brookshire stated he is continuing to work with the County on the WCR 74 project between WCR 29 and WCR 39. They have completed their scope of work and are preparing the reports.

• **Town Attorney**

Greg stated that Timnath had 60 days to bring an action complaining about the non-overlap portion of the Buffalo Creek Annexation. Depending on how you read the statute they brought it in either 60 or 61 days. He will respond as needed.

Greg stated that the hole that was put in the Severance sewer line by an outside party is getting stonewalled. They stated that they filed an 811 and no one called Severance, so it is not our fault. We may have to have our insurance pay us and take care of it.

• **Town Planner**

Mitch reported that he received a batch of signed permits that are bigger in size than permitted and they are requesting a variance. They will all be on private property. The requirement is 4X6 and these signs are 8X8.

John noted that variances need to come before the Board of Adjustments. Mayor Brookshire agreed they must go through official channels with a public hearing.

Mitch stated he will contact them and let them know the procedure. This will be scheduled for a November meeting.

• **Town Engineer – not present no report**

Discussion was held on Hunters Crossing

Mayor Brookshire stated it is now 7:09 and no public comments have been made on the Hunters Crossing annexation, so we will close the public hearing at 7:09 p.m. and this public hearing will be continued to a later date.

**D. ADJOURN**


Meeting adjourned at 7:10 p.m.

**TOWN OF SEVERANCE**



Donald R. Brookshire, Mayor

**ATTEST:**

  
Betty Mauch, Town Clerk

