



YOUTH COUNCIL YOUTH COUNCIL
Town Council Chambers
3 S. Timber Ridge Parkway, Severance, CO 80550

AGENDA
YOUTH COUNCIL YOUTH COUNCIL
Monday, December 1, 2025, at 5:00 PM

A. CALL TO ORDER

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Approval of 11.3.25 Minutes**
- 4. Public Comment**

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

B. REGULAR MEETING

- 1. Ice Breaker**
- 2. Chair Appointment**
- 3. Vice Chair Appointment**
- 4. Secretary and Vice Secretary Appointments**
- 5. Treasurer and Vice Treasurer Appointments**
- 6. Formation of Subcommittees**
 - Discussion
 - Staff Presentation: Nicholas Wharton, Town Manager
- 7. Presentation: Town Management's Role in Local Government**
 - Discussion
 - Staff Presentation: Nicholas Wharton, Town Manager, Lindsay Radcliff-Coombes, Deputy Town Manager
- 8. Service Project Discussion**

C. ADJOURN

Youth Council MEETING
Monday, December 1, 2025, 5:00 PM (MDT)

The Youth Council reserves the right to adjourn to a virtual-only meeting at their discretion should the need arise.

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.



YOUTH COUNCIL MEETING

Town Council Chambers

3 S. Timber Ridge Parkway, Severance, CO 80550

Meeting MINUTES

Monday, November 3, 2025, at 5:00 PM

Members: Mackenzie Williams, Kai Sapinoro, Charlie Vandermark, Kollyns Kelly, Torry Rowell and Alternate Members: Noah Abram, Josijha Grismore and Alix Getitis

Audience: Summer Flores, Soren Simpson, Sophia Farrington Valdivia, Sophia Cabazos

Staff: Brittany Vandermark, Mayor Pro Tem
Lindsay Radcliff-Coombes, Deputy Town Manager
Sarah Jacobsen, Town Clerk

A. CALL TO ORDER

1. Roll Call

Members Present:

Mackenzie Williams, Kai Sapinoro, Charlie Vandermark, Kollyns Kelly, Torry Rowell and Alternate Member Noah Abram

Members Absent:

Josijha Grismore and Alix Getitis

2. Pledge of Allegiance

3. Public Comment

The purpose of the Public Comment is for members of the public to speak to the Youth 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 Chair or Staff. The Youth 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 Youth Council, please state your name and address and sign-in.

No Public Comment

B. REGULAR MEETING

1. Welcome

Mayor Pro Tem Vandermark opened the meeting with an ice breaker and welcomed the Youth Council.

2. Youth Council Overview

- Discussion
- Staff Presentation: Brittany Vandermark, Mayor Pro-tem, Lindsay Radcliff-Coombes, Deputy Town Manager

Mayor Pro Tem Vandermark provided an overview of the Youth Council, and the following positions will be selected at the next meeting: Chair, Vice Chair, Secretary, Vice Secretary, Treasurer, and Vice Treasurer.

3. Rules and Procedures

- Discussion
- Staff Presentation: Brittany Vandermark, Mayor Pro-tem, Lindsay Radcliff-Coombes, Deputy Town Manager

Mayor Pro Tem Vandermark discussed the rules and procedures, explaining the absence policy, the meetings follow Robert's Rules of Order, and staff are available to assist the members. Mayor Pro Tem Vandermark explained that the Youth Council runs the meetings with support from her and staff.

4. Youth Council Goals & Next Steps

- Discussion
- Staff Presentation: Brittany Vandermark, Mayor Pro-tem, Lindsay Radcliff-Coombes, Deputy Town Manager

The Youth Council discussed goals and ideas for projects, agenda items, and the option to establish subcommittees for specific projects.

C. ADJOURN

Meeting adjourned at 5:51 p.m.

TOWN OF SEVERANCE

Chair

ATTEST:

_____, Secretary



AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Formation of Subcommittees	Nicholas Wharton, Town Manager	Nicholas J. Wharton
ACTION REQUESTED		
Management asks that the Youth Council discuss the creation of two subcommittees and make appointments if they see fit.	<u>Presentation Action Requested</u>	
BRIEF HISTORY OF ITEM		
BRIEF SUMMARY		
It was discussed at the first meeting that two subcommittees would be created to work on a logo design and a website page for the Youth Council.		
PUBLIC SUPPORT/CONCERN		
None at this time.		
ANALYSIS AND RECOMMENDATION		
Management asks that the Youth Council discuss the creation of two subcommittees and make appointments if they see fit.		
MATERIALS SUBMITTED		
The following materials were submitted and included in this packet: None		



AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Presentation: Town Management's Role in Local Government	Nicholas Wharton, Town Manager Lindsay Radcliff-Coombes, Deputy Town Manager	Nicholas J. Wharton and Lindsay Radcliff-Coombes
ACTION REQUESTED		
None at this time.		<u>Presentation</u>
BRIEF HISTORY OF ITEM		
BRIEF SUMMARY		
<p>Over the next six months, each Department Director will provide the Youth Council with a 10 to 15-minute presentation on their department's role at the Town and its functions.</p> <ul style="list-style-type: none"> • December 1st - Management • January 5th - Administrative Services • February 2nd - Finance • March 2nd - Community Development/Planning • April 6th - Public Safety • May 4th - Public Works 		
PUBLIC SUPPORT/CONCERN		
None at this time.		
ANALYSIS AND RECOMMENDATION		
None at this time.		
MATERIALS SUBMITTED		
<p>The following materials were submitted and included in this packet: None</p>		