



**YOUTH COUNCIL MEETING**

Town Council Chambers

3 S. Timber Ridge Parkway, Severance, CO 80550

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**AGENDA**

**YOUTH COUNCIL MEETING**

**Monday, January 5, 2026, at 5:00 PM**

**A. CALL TO ORDER**

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Approval of Meeting Minutes 12.1.25**
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. **Presentation: Administrative Services Department Overview**
  - Discussion
  - Staff Presentation: Sarah Jacobsen
2. **Naming of Conference Rooms**
  - Legislative
  - Staff Presentation: Nicholas Wharton, Town Manager
3. **2026 Service Project**
  - Legislative
  - Staff Presentation: Nicholas Wharton, Town Manager
4. **Logo and Website Design Committee Breakout**

**C. ADJOURN**

**Youth Council MEETING**  
*Monday, January 5, 2026, 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 YOUTH COUNCIL**  
Town Council Chambers  
3 S. Timber Ridge Parkway, Severance, CO 80550

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

**Chair:** Torry Rowell  
**Vice-Chair:** Mackenzie Williams  
**Treasurer:** Kai Sapinoro  
**Vice-Treasurer:** Charlie Vandermark  
**Secretary:** Summer Flores  
**Vice-Secretary:** Kollyns Kelly  
**Members:** Soren Simpson, Sophia Farrington-Valdivia, Sophia Cabazos  
**Alternate Member:** Noah Abram and Alix Getitis  
**Audience:** Gary Martin, Council Member Karen Hessler  
**Staff:** Nicholas Wharton, Town Manager  
Lindsay Radcliff-Coombes, Deputy Town Manager  
Sarah Jacobsen, Town Clerk

**A. CALL TO ORDER**

**1. Roll Call**

Present

Members: Sophia Cabazos, Torry Rowell, Summer Flores, Sophia Farrington Valdivia, Charlie Vandermark, Soren Simpson, Kai Sapinoro, Mackenzie Williams, Kollyns Kelly and Alternate Members: Noah Abram and Alix Getitis

**2. Pledge of Allegiance**

**3. Approval of 11.3.25 Minutes**

**MOTION WAS MADE BY Member Rowell**, seconded by Member Flores to Approve the meeting minutes from 11.3.25. All Members present voting Yes.

**MOTION PASSED**

**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.*

Gary Martin with the Windsor Severance Historical Society shared the story of a 9-year-old resident who successfully petitioned the Severance Town Council to change the Town's code to allow throwing of snowballs.

## **B. REGULAR MEETING**

### **1. Ice Breaker**

### **2. Chair Appointment**

The Members cast their votes for Youth Council Chair, and Torry Rowell was appointed by the majority.

**MOTION WAS MADE BY Member Flores**, seconded by Member Vandermark to appoint Torry Rowell as Chair. All Members present voting Yes.

**MOTION PASSED**

### **3. Vice Chair Appointment**

The Members cast their votes for Youth Council Vice Chair, and Mackenzie Williams was appointed by the majority.

**MOTION WAS MADE BY Chair Rowell**, seconded by Member Kelly to appoint Mackenzie Williams as Vice Chair. All Members present voting Yes.

**MOTION PASSED**

### **4. Secretary and Vice Secretary Appointments**

The Members cast their votes for Youth Council Secretary, and Summer Flores was appointed by the majority. The Members cast their votes for Youth Council Vice Secretary, and Kollyns Kelly was appointed by the majority.

**MOTION WAS MADE BY Member Vandermark**, seconded by Member Farrington-Valdivia to appoint Summer Flores as Secretary. All Members present voting Yes.

**MOTION PASSED**

**MOTION WAS MADE BY Member Flores**, seconded by Member Farrington-Valdivia, to appoint Kollyns Kelly as Vice Secretary. All Members present voting Yes.

**MOTION PASSED**

### **5. Treasurer and Vice Treasurer Appointments**

The Members cast their votes for Youth Council Treasurer, and Kai Sapinoro was appointed by the majority. The Members cast their votes for Youth Council Vice Treasurer, and Charlie Vandermark was appointed by the majority.

**MOTION WAS MADE BY Member Vandermark**, seconded by Chair Rowell to appoint Kai Sapinoro as Treasurer. All Members present voting Yes.

**MOTION PASSED**

**MOTION WAS MADE BY Member Flores**, seconded by Member Farrington-Valdivia, to appoint Charlie Vandermark as Vice Treasurer. All Members present voting Yes.

**MOTION PASSED**

## **6. Formation of Subcommittees**

- Discussion
- Staff Presentation: Nicholas Wharton, Town Manager

Two subcommittees will be formed for the Youth Council Logo and the Youth Council Webpage, with the following members volunteering to participate.

1. Logo Committee with the following members: Kai, Soren, Alix, Sophia C, Sophia F, Charlie and Mackinez

Members were tasked with creating the logo and considering the following: What does Severance mean to you? Selection of colors for the logo. What will the logo represent and why?

2. Webpage Committee with the following members: Kollyns, Summer, Torry and Noah  
Members were tasked with the following consideration in forming a webpage: What should be on the page? What do you want to get across to the audience? Research and look through the existing Town's website.

## **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**

Members discussed several project ideas. The top two projects are Mental Health and a Town Clean up.

1. More recreation in town, projects that improve existing facilities/parks
2. Youth clubs
3. Park clean up
4. Mental health
5. Adding more art and/or gardens throughout the town
6. Mini community fair
7. Dog water fountains at the parks
8. Teens and senior dinner
9. Technology help day
10. Blankets for the homeless
11. Fundraiser for the Town
12. Public pool
13. Suicide prevention
14. Youth engagement and online boards
15. Youth parade

## **9. Moment of Silence**

Vice-Chair Williams motioned for a moment of silence for Ervin Wood. Second by Secretary Flores.

## **C. ADJOURN**

The meeting adjourned at 6:03 p.m.

**TOWN OF SEVERANCE**

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Torry Rowell, Chair

**ATTEST:**

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Summer Flores, Secretary



## AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Presentation: Administrative Services Department Overview	Sarah Jacobsen	Sarah Jacobsen, Town Clerk
<b>ACTION REQUESTED</b>		
No action is requested.	<b>Presentation</b>	
<b>BRIEF SUMMARY</b>		
Get to know your local government. An overview of administrative services for the Town of Severance.		
<b>PUBLIC SUPPORT/CONCERN</b>		
None at this time.		
<b>ANALYSIS AND RECOMMENDATION</b>		
This is a presentation and discussion item.		
<b>MATERIALS SUBMITTED</b>		
The following materials were submitted and included in this packet: None		



## AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Naming of Conference Rooms	Nicholas Wharton, Town Manager	Lindsay Radcliff-Coombes
<b>ACTION REQUESTED</b>		
The Town Management requests that the Youth Council take action and move to approve names for the conference rooms in Town Hall.		<b><u>Action Requested Presentation</u></b>
<b>BRIEF HISTORY OF ITEM</b>		
<b>BRIEF SUMMARY</b>		
<p>The Youth Council is asked to lead in the naming of the Town Hall Board Room and conference rooms. Youth Council Members will review the purpose and use of each space, discuss potential naming themes that reflect the Town of Severance’s identity, values, and community character, and select the final names for each room. The Youth Council’s selections will be implemented by staff and used for official Town Hall signage and future reference, reinforcing youth leadership and civic engagement in a visible and lasting way.</p>		
<b>Establish Naming Criteria (Ground Rules)</b>		
<p>The Youth Council will review and agree to the following criteria before discussion begins:</p>		
<ul style="list-style-type: none"> <li>• Names must be <b>professional, neutral, and appropriate for long-term municipal use</b></li> <li>• Names should reflect <b>Severance’s identity, values, community character, or local features</b></li> <li>• Names must be <b>clear, easy to pronounce, and suitable for public agendas and signage</b></li> <li>• Names may <b>not reference living individuals or political topics</b></li> </ul>		
<b>Select a Naming Theme</b>		
<p>Youth Council discussion and selection of <b>one overall naming theme</b> to apply consistently across all rooms (e.g., values, local landmarks, civic leadership, nature, Colorado features).</p>		
<ul style="list-style-type: none"> <li>• Members may propose themes</li> <li>• One theme selected by majority vote</li> </ul>		
<b>Generate Room Name Options</b>		
<p>Using the selected theme, members will propose name options for:</p>		
<ul style="list-style-type: none"> <li>• Town Hall Board Room</li> </ul>		

- Conference Room(s)
- Members may propose up to **two names per room**
- Names will be recorded, and duplicates consolidated

### **Narrow to Finalists**

The Youth Council will review proposed names using the agreed-upon criteria and narrow each room's list to **2–3 finalist names**.

### **Final Selection & Vote**

The Youth Council will conduct a final vote for each room:

- One vote per member, per room
- Names receiving a majority vote will be adopted
- Tie votes will be resolved through a revote

### **Formal Adoption**

Motion and vote to formally adopt the selected room names.

#### **PUBLIC SUPPORT/CONCERN**

None at this time.

#### **ANALYSIS AND RECOMMENDATION**

The Town Management requests that the Youth Council take action and move to approve names for the conference rooms in Town Hall.

#### **MATERIALS SUBMITTED**

The following materials were submitted and included in this packet:

None



## AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
2026 Service Project	Nicholas Wharton, Town Manager	Nicholas J. Wharton
<b>ACTION REQUESTED</b>		
Management requests that the Youth Council take action and proceed with selecting a 2026 service project.		<b><u>Action Requested</u></b>
<b>BRIEF HISTORY OF ITEM</b>		
<b>BRIEF SUMMARY</b>		
<p>At the December 3rd Council Meeting, Youth Council Members discussed several project ideas as listed below:</p> <ul style="list-style-type: none"> <li>• More recreation in town, projects that improve existing facilities/parks</li> <li>• Youth clubs</li> <li>• Park clean up</li> <li>• Mental health</li> <li>• Adding more art and/or gardens throughout the town</li> <li>• Mini community fair</li> <li>• Dog water fountains at the parks</li> <li>• Teens and senior dinner</li> <li>• Technology help day</li> <li>• Blankets for the homeless</li> <li>• Fundraiser for the Town</li> <li>• Public pool</li> <li>• Suicide prevention</li> <li>• Youth engagement and online boards</li> <li>• Youth parade</li> </ul> <p>The top three projects that were discussed and voted for revolved around Mental Health, a Town Clean-Up Event, or a Youth Event. Management requests that the Youth Council proceed with selecting a 2026 service project from this list of top three projects.</p>		
<b>PUBLIC SUPPORT/CONCERN</b>		
None at this time.		
<b>ANALYSIS AND RECOMMENDATION</b>		
Management requests that the Youth Council take action and proceed with selecting a 2026 service project.		
<b>MATERIALS SUBMITTED</b>		
The following materials were submitted and included in this packet: None		