



AGENDA
FERNANDINA BEACH YOUTH ADVISORY COMMITTEE
REGULAR MEETING
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034
APRIL 20, 2016
2:30 PM

1. CALL TO ORDER / ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

3.1. MARCH 16TH REGULAR MEETING AND APRIL 6TH SPECIAL MEETING

Documents: [2016 04-06 FBYAC SM Minutes Draft.pdf](#), [2016 03-16 FBYAC RM Minutes Draft.pdf](#)

4. DISCUSSION

4.1. FLORIDA LEAGUE OF CITIES VIDEO COMPETITION

Review images for the video and begin work on the written action plan.

Documents: [Video Competition.pdf](#)

5. PUBLIC COMMENT

6. ADJOURNMENT

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at 904-310-3115 or TTY/TDD 711 (for the hearing or speech impaired).

1. Call to Order/Roll Call: The Fernandina Beach Youth Advisory Committee Special Meeting was called to order at 2:40 pm in the City Commission Chambers of City Hall, Wednesday, April 6, 2016.

Present: Bethy Spillane, Elizabeth Lai, and Shelby Bradley - Secretary/Clerk (Not voting).

Absent: Shanaya Thompson, Dillon Basse (Vice-Chair), and Jesse Chapman (Chair).

Others present: Vice-Mayor Robin Lentz, and Staff Assistant Cathy Sabattini

2. Pledge of Allegiance – Member Lai led the committee in the Pledge of Allegiance.

3. Discussion Items

3.1 Community Recycling Event Project – April 16, 2016 – There was a review of the volunteer coverage for the upcoming recycling event. It was noted that each shift had at least 5 volunteers except for the 1 pm to 3 pm shift. Members would reach out to the volunteers to remind them of the Recycling Event.

3.2 Florida League of Cities Video Competition – There was some discussion about making a video at the Pirate Playground before the next meeting on April 20th. *The consensus of the committee was to submit pictures to Ms. Sabattini for inclusion in the video by April 13th.*

The April 20th meeting would be to focus on the submission for the video competition.

4. Committee Comments – There were no comments at this time.

5. Public Comment – There were no comments at this time.

6. Adjournment - There being no further business to come before the Safety Committee the meeting adjourned at 3:11 pm.

Shelby Bradley, Secretary

Jesse Chapman, Chair

1. Call to Order/Roll Call: The Fernandina Beach Youth Advisory Committee Meeting was called to order at 2:40 pm in the City Commission Chambers of City Hall, Wednesday, March 16, 2016.

Present: Bethy Spillane, Dillon Basse (Vice-Chair), Jesse Chapman (Chair), Elizabeth Lai, Shelby Bradley - Secretary/Clerk (Not voting).

Absent: Shanaya Thompson.

Others present: Vice-Mayor Robin Lentz, and Staff Assistant Cathy Sabattini

2. Pledge of Allegiance – Chair Chapman led the committee in the Pledge of Allegiance.

3. Discussion Items

3.1 Committee By-Laws- Vice-Mayor Lentz pointed out the Committee members were sent the draft by-laws. She noted there was one change suggested by Ms. Sabattini. Ms. Sabattini clarified the change was regarding Election of Officers to be consistent with the expiration of terms, which was June 15th. Vice-Mayor Lentz questioned if the Election of Officers date needed to be changed. Ms. Sabattini replied no and explained that the newly appointed Committee would elect officers after the City Commission has appointed the Committee members. She reminded the Committee that terms expire in July and members have to be reappointed by the City Commission. After a review of the proposed by-laws, **a motion was made by Member Spillane, seconded by Vice-Chair Basse, to approve the Committee by-laws. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

3.2 Community Recycling Event Project – April 16, 2016 – There was some discussion about getting word out to the school and how to recruit volunteers to cover the event from 7 am to 3 pm. ***The consensus of the Committee was to meet April 6th to verify that there is adequate volunteer coverage for the recycling event.***

There was further discussion about recruiting volunteers, and the Committee divided up the shifts so they could focus on getting 10 volunteers per shift.

Vice-Chair Basse: 7-9 A.M. shift
Member Lai: 9-11 A.M. shift
Member Spillane: 11 A.M.-1 P.M. shift
Chair Chapman: 1-3 P.M. shift

Vice-Mayor Lentz inquired about ways to promote the event in the community. It was noted the flyer was sent out in the utility bills. Ideas discussed were getting word out on the school news, the public access channel (Comcast 264), and through social media.

3.3 Florida League of Cities Video Competition – Vice-Mayor Lentz briefly reminded the Committee of the Florida League of Cities video competition. There was some discussion about why the Committee members love our City and each member briefly commented about what they love. The results of “Why we love our city” #youthcitylove included the following:

- Events
- Beach
- Parks (Fort Clinch, Public Spaces)
- Involvement (Community Strong)
- “Home”

The Committee discussed what should be the focal point of the video and ways to show the sense of community. Ideas of images to put in the video included: sports (softball & basketball), Pirate Playground (universally accessible playground), community events, and recycle event. It was noted that Chair Chapman was able to do video editing. The deadline to submit the video is May 6, 2016 and the Committee wanted to have a 60 second video. The members would gather images and videos so that on April 6th after reviewing the volunteers for the recycling event the Committee could work on the video for the competition.

3.4. Sounds on Centre – Youth Night – Vice-Chair Basse reported that July 1, 2016 would be themed as Youth Night and Flipturn (Vice-Chair Basse’s band) would be playing from 6-8 P.M. Vice-Mayor Lentz inquired about the equipment. Vice-Chair Basse explained the band would rent the equipment (money made from playing would be used to pay for the equipment). He requested everyone to promote this event to have people come out.

3.5. Tour of City Facilities – Vice-Mayor Lentz commented two weeks ago the tour of the Fire Department and the Police Department fell through and only Member Lai was in attendance. She questioned if the members felt tours were beneficial or should tours be held off. Member Spillane stated she liked the tours, but was unable to attend that one. It was noted it was a tough day to get everyone together.

Vice-Mayor Lentz briefly mentioned touring the recycling center in Jacksonville, and commented it was amazing to see that. She commented it was an idea for the Committee to consider, but it was about an hour away. She questioned if there was another type of facility the Committee would like to tour. After a brief discussion, *the consensus of the Committee was to hold off on doing tours and to make sure next year’s Youth Advisory Committee tours various facilities.*

4. APPROVAL OF MINUTES – *February 17, 2016* – After a review of the minutes, **a motion was made by Vice-Chair Basse, seconded by Member Lai, to approve the minutes. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

5. Committee Comments – Vice-Mayor Lentz reminded the Committee that they brought up recycling Styrofoam in school. She explained while touring the recycling facility she found they don’t recycle Styrofoam; however Hilliard and another school were trying to recycle their Styrofoam. Ms. Sabattini pointed out Emma Love has a machine for their Styrofoam trays as well as Yulee Elementary. She explained the trays are melted down into bricks, but she was unsure who recycles the material. Vice-Mayor Lentz reported she would do more research on this and report back to the Committee.

6. Public Comment – There were no comments at this time.

7. Adjournment - There being no further business to come before the Safety Committee the meeting adjourned at 3:23 pm.

Shelby Bradley, Secretary

Jesse Chapman, Chair



301 S. Bronough Street, Suite 300 • Post Office Box 1757 • Tallahassee, FL 32302-1757
(850) 222-9684 • Fax: (850) 222-3806 • Website: www.flcities.com

To: Florida Member Cities
From: Florida League of Cities
Date: January 29, 2016
Re: Nomination Forms for 2016 Florida Municipal Achievement Awards &
2016 FLC Municipal Youth Council Video Competition

Please find enclosed a nomination form for the 2016 Florida Municipal Achievement Awards and a nomination form for the 2016 FLC Municipal Youth Council Video Competition.

The goal of the *Florida Municipal Achievement Awards Program* is to recognize innovations and excellence in municipal government. **Achievement Award nominations must be received by Friday, May 6, 2016.**

The goal of the FLC Municipal Youth Council Video Competition is to provide a way for Florida's youth councils to showcase their ideas, creativity and commitment to their community. The competition is open to youth councils sponsored by a city, town or village government that is a member of the Florida League of Cities. **Youth Council Video Competition nominations must also be received by Friday, May 6, 2016.**

We hope your city will participate in these award programs. **PLEASE BE SURE TO CAREFULLY READ THE NOMINATION REQUIREMENTS FOR EACH.** For more information, please contact Sharon Berrian at sberrian@flcities.com or call (850) 222-9684. Thank you.

Enclosures: Nomination brochures



FLORIDA LEAGUE OF CITIES MUNICIPAL YOUTH COUNCIL VIDEO COMPETITION



CONTEST OVERVIEW

The Florida League of Cities is pleased to announce the **Fifth Annual Youth Council Video Competition**. The goal is to provide a way for Florida's youth councils to showcase their ideas, creativity and commitment to their community.

This year's youth council video competition asks youth councils to create a 30-second or 60-second video (public service announcement, or PSA) to answer one simple question: **Why I Love My City?**

By participating in a youth council, you are uniquely positioned to see your city in a new light. Hopefully, you have become more aware of its amenities, natural beauty, effective service delivery, and initiatives that support community engagement.

Take some time to consider why your city is special – what elements do you love the most? Be creative and develop an action plan to use as a guide for your video. Include in the action plan a strategy for your video to have a viral impact on social media. The competition's official hashtag is **#YouthCityLove**. Be sure to use it so that the Florida League of Cities can retweet/share.

Your entry will be evaluated on a number of criteria, including the presentation and evaluation of the competition's theme, an effective/creative action plan, the video and adherence to the competition's criteria.



ABOUT YOUTH COUNCILS

Youth councils are composed of students, typically from different high schools within the city, who may also serve as an advisory board to the city commission/council. These students are the leaders of tomorrow. Youth councils are a great way to get local youth involved in their city governments. It is important to expose them to municipal government at an early age. Youth councils benefit both the city and the students.

For more information, read the League's publication, "A Guide for Creating a City Youth Council," on our website at: <http://www.floridaleagueofcities.com/Publications.aspx?CNID=178>



QUESTIONS?

If you have any general questions, please contact Sharon Berrian at sberrian@flcities.com or by calling (850) 701-3660. Or contact Jenna Tala at jtala@flcities.com for questions or assistance on the social media aspect of your nomination or by calling (850) 701-3674. We look forward to receiving your material.





CRITERIA FOR VIDEO/PUBLIC SERVICE ANNOUNCEMENT

The video (PSA) should be **30-seconds long** or **60-seconds long** (if you decide to do the longer PSA). The video must incorporate the elements stated in this brochure. The video must be student developed and edited. Creativity is encouraged! Any use of music, language, animation or special effects must be appropriate. The video cannot include any language, photos, images, music or effects that would be patently offensive or inappropriate for viewing by a general audience of all ages. Copyrighted material should not be used unless you have received permission from the owner of the material.

We are not looking for professional quality – but we are looking for creativity and imagination!



APPLICATION PACKET SUBMISSION INSTRUCTIONS

Please email your entry to Sharon Berrian at sberrian@flicities.com and Jenna Tala at jtala@flicities.com on or before the **Friday, May 6, 2016, deadline** or mail it to Sharon Berrian, Florida League of Cities, P.O. Box 1757, Tallahassee, FL 32302-1757.

(NOTE: You should receive an email of receipt following the submission of your nomination and video. If you do not receive it, please contact sberrian@flicities.com.)



APPLICATION PROCESS

The Florida League of Cities Municipal Youth Council Competition is open to youth councils sponsored by a city, town or village government that is a member of the Florida League of Cities.

The application packet **must** include:

- ▶ A completed nomination form. See form on last page.
- ▶ One 30-second or 60-second video (PSA) nomination saved to YouTube that the judges can view. Include specific written instructions for accessing the website. See "Criteria for Video/Public Service Announcement".
- ▶ A 500 word or less action plan supporting your PSA and proposal stating your case. This is intended to be a brief proposal explaining your video concept. See "Criteria for Action Plan" below.
- ▶ A letter of recommendation on behalf of the mayor and/or council/commission. A letter may also be provided on their behalf by the city manager.

Your nomination **WILL NOT** be complete if missing any of the above.



JUDGING

Judging will be based entirely on the youth council's submitted entry.

All materials must be received by the League no later than Friday, May 6, 2015.

Judging will be conducted by an independent panel of judges (composed of non-League staff) with considerable expertise in youth/civic programs and governance.



CRITERIA FOR ACTION PLAN

The following award criteria must be thoughtfully and clearly presented in your written narrative, which should be no longer than 500 words. The action plan is intended to be a brief proposal explaining your video concept.

Tell us about your city. Take some time to consider why your city is so special to you - what elements do you love the most? Be creative and include in the action plan a strategy for your video to have a viral impact on social media. Remember: The competition's official hashtag is **#YouthCityLove**. Be sure to use it so that the Florida League of Cities can retweet/share.

Tell us about your youth council. Provide a brief opening paragraph about your youth council, its make up, purpose/projects and work with your city.

Use of award money. If your youth council is selected for one of the awards (listed under *Announcement of Winners on the following page*), how will this money be used to further enhance the goals/efforts of your youth council and the city/citizens it serves?



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(**NOTE:** You should receive an email of receipt following the submission of your nomination and video. If you do not receive it, please contact sberrian@flcities.com.)



ANNOUNCEMENT OF WINNERS

Winners will be announced in June 2016. There will be five awards presented (First through fifth place). Winners will:

Be showcased on the League's website and social media platforms

- ▶ Be highlighted in the League's *Quality Cities* magazine and recognized in press announcements
- ▶ Be recognized at the League's annual conference in August during the Youth Council educational Summit, or another appropriate venue/event.
- ▶ Receive a monetary award and trophy:

First Prize: \$500

Second Prize: \$350

Third Prize: \$250

Fourth Prize: \$150

Fifth Prize: \$100

The League reserves the right not to award all prizes in any of the categories.



FLORIDA LEAGUE OF CITIES MUNICIPAL YOUTH COUNCIL VIDEO COMPETITION

NOMINATION FORM

DEADLINE: FRIDAY, MAY 6, 2016

Name of Youth Council: _____

Video Title: _____

Name of City/Town/Village Represented by Youth Council:

Name of Youth Council Coordinator: _____

Title: _____

Address: _____

Telephone: _____ Mobile: _____ Fax: _____

Email Address: _____

Name of Contact Person (This is the person submitting this application who can answer specific questions about the entry, if needed.):

Title: _____

Address: _____

Telephone: _____ Mobile: _____ Fax: _____

Email Address: _____

IMPORTANT: Include judges' instructions or link for accessing your video via the Internet/youtube (use additional sheet of paper, if necessary).

For more information, please contact Sharon Berrian at (850) 701-3660 or by email at sberrian@flcities.com.

Length of Video:

30 seconds

60 seconds