



AGENDA
YOUTH ADVISORY BOARD
CITY OF PORT ORANGE

Meeting Date: Tuesday, March 1, 2016

Time: 5:15 PM

Type of Meeting: Regular

Location: 1st Floor Conference Room
City Hall, 1000 City Center Circle

A. CALL TO ORDER

1. Roll Call

B. DISCUSSION/ACTION

2. Consideration of Minutes
3. UPDATE: Resolution Changes
4. UPDATE: Youth Achievement Award Packet
5. UPDATE: Adopt-A-Road project date

C. PUBLIC COMMENTS

D. BOARD COMMENTS

E. NEXT MEETING DATE

6. Next Meeting Date: 4-5-2016

F. ADJOURNMENT

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE **YOUTH ADVISORY BOARD** WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE HE OR SHE MAY NEED TO ENSURE AT HIS OR HER OWN EXPENSE FOR THE TAKING AND PREPARATION OF A VERBATIM RECORD OF ALL TESTIMONY AND EVIDENCE OF THE PROCEEDINGS UPON WHICH THE APPEAL IS TO BE BASED. NOTE: IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS ANY ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE CITY CLERK FOR THE CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129, TELEPHONE NUMBER 386-506-5563, WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING DATE; IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 1-800-955-8771.

MEETING MINUTES
YOUTH ADVISORY BOARD MEETING
CITY OF PORT ORANGE
1000 CITY CENTER CIRCLE
1ST FLOOR CONFERENCE ROOM
TUESDAY, FEBRUARY 2, 2016 at 5:15 p.m.

THE REGULAR MEETING OF THE YOUTH ADVISORY BOARD of the City of Port Orange was called to order by Chairman Burnette at 5:19 p.m.

Present: Matthew Burnette, Chairman
Patrick Burnette, Treasurer
Scott Kelley, Vice Chairman
Anthony Fox

Absent: Samantha Babiez, Historian

Also Present: Kent Donahue, Grants Coordinator / PIO
Barbara Abbate, City Clerk's Office

A. DISCUSSION/ACTION

1. Consideration of Minutes

Motion to approve the minutes from the December 1, 2015 meeting was made by Member Kelley, seconded by Member Burnette, Motion carried unanimously by voice vote.

2. UPDATE: Renaming Coraci Sports Complex

Motion to bring to City Council the renaming of Coraci Sports Complex to Zachary Siegfried Park was made by Member Kelley, seconded by Member Fox, Motion carried unanimously by voice vote.

Kent Donahue, Grants Coordinator / PIO, asked if Chairman Burnette was ready to bring the recommendation to the City Council. Chairman Burnette will be reporting to City Council on March 1, 2016.

3. UPDATE: Adopt-A-Road

There was some discussion about the roadway picked by the Board. Mr. Donahue is concerned about safety of the Board Members. Mr. Donahue will be the adult supervision for the project and said there will need to be some guidelines set for the safety of the members.

Motion to shorten the decided length of the Adopt-A-Road project to the area of Clyde Morris Boulevard between Victoria Gardens to Dunlawton Avenue was made by Member Kelley, seconded by Member Burnette, Motion carried unanimously by voice vote.

There was some discussion about the date to start the Adopt-A-Road project.

Motion to start the Adopt-A-Road project clean up on March 5, 2016 at 8:30 a.m. with an alternant date of March 12, 2016 at 8:30 a.m. was made by Member Burnette, seconded by Member Fox. Motion carried unanimously by voice vote.

4. UPDATE: Youth Achievement Award Packet

Member Kelley believes the only thing that will need changing are the dates.

Motion to revise the dates in the Youth Achievement Award packet that Ms. Abbate has in her packet was made by Member Kelley, seconded by Member Fox, Motion carried unanimously by voice vote.

B. PUBLIC COMMENTS

There was none

C. BOARD COMMENTS

Member Kelley asked what the responsibilities of the historian are. Chairman Burnette said to document what the Board does in the community. Member Kelley believes Member Babiez should document the activity on the Adopt-A-Road project and the Board agreed.

D. NEXT MEETING DATE

5. Next Meeting Date: 3-1-16

E. ADJOURNMENT

Motion to adjourn was made by Member Kelley and seconded by Member Fox. Motion carried unanimously by voice vote. The meeting adjourned at 5:43 p.m.

Chairman Burnette

YOUTH ACHIEVEMENT AWARD
2016
Nomination Packet



Sponsored by the
City of Port Orange Youth Advisory Board

Applications due by 5:00 p.m. on Friday, March 25, 2016

By mail, fax or in person

to

City Manager's Office

City Hall

1000 City Center Circle

Port Orange, FL 32129

Fax (386) 756-5208

City of Port Orange Youth Achievement Award 2016

The City of Port Orange Youth Achievement Award is sponsored by the City's Youth Advisory Board and is awarded annually to a young individual who makes a significant contribution to the welfare of the community through their accomplishments, leadership and service.

Eligibility Criteria

Applicants must:

- Currently be enrolled in grades 8-12.
- Be residents of Port Orange or attend a Port Orange school.
- Be nominated by a person who is not a relative.
- Demonstrate a significant commitment and contribution to the welfare of the community through their accomplishments, leadership and service.

Conditions

- Completed nomination forms must be received before 5:00 p.m. on Friday, March 25, 2016 in order to be considered. Late nominations will not be accepted.
- Applicants cannot have previously received the Youth Achievement Award or be current members of the Port Orange Youth Advisory Board.
- All applicants must provide letters of support and recommendation from two references who are not relatives or minor friends.
- Youth Advisory Board Members will review applications for completeness. All complete applications will be forwarded to the selection committee.
- The Youth Achievement Award recipient will be recognized by the City Council at the Tuesday, May 17, 2016 City Council Meeting.

Assessment

Applications will be reviewed and ranked by a committee that includes a Port Orange City Council Member, the City Manager or his designee and a member of the Youth Advisory Board. The committee will consider the applicant's accomplishments, leadership and service to the enhancement and welfare of the community.

The committee reserves the right to withhold granting an award if no applicant meets the criteria and conditions set forth above. All decisions of the committee are final.



YOUTH ACHIEVEMENT AWARD 2016 Nomination Form

(Please print or type)

Nominee

Name: _____
Age: _____ Birth Date: _____
School: _____ Grade: _____ Weighted G.P.A.: _____
Mailing Address: _____
Home Phone: _____ Cell Phone: _____
Email: _____

Applicant Making the Nomination

Name: _____
Organization (if applicable): _____
Mailing Address: _____
Home Phone: _____ Cell Phone: _____
Email: _____

Relationship to Nominee: _____

Required Information

Does the Nominee meet all of the eligibility requirements? ☐ Yes ☐ No

Has the Nominee received any other awards for his/her accomplishments, leadership or service? ☐ Yes ☐ No If yes, please provide details: _____

Letters of Support and Recommendation

Reference #1

Name: _____

Daytime Phone: _____

Email: _____

Reference #2

Name: _____

Daytime Phone: _____

Email: _____

Each individual listed above must provide the following for judging:

On a separate sheet of paper, please provide details and examples of how the nominee has demonstrated significant accomplishments, leadership or service which has enhanced the welfare of the community. Please differentiate between individual and group achievements. Although back-up documentation may be provided (up to 10 pages), the judges will rely on the information contained in the letters of recommendation to make their final determination.

Checklist

Have you:

- ☐ Completed each section of the form
- ☐ Enclosed two letters of support and recommendation from your references

Deadline

Applications must be delivered by 5:00 p.m. on Friday, March 25, 2016 to: City Manager's Office, City Hall, 1000 City Center Circle, Port Orange, FL 32129. Please call (386) 506-5522 with any questions.

Signatures

Nominee's Signature: _____

Name: _____ Date: _____

Applicant's Signature: _____

Name: _____ Date: _____