Youth Council Task Force
Thursday, May 1, 2025 at 4:00 PM

City Commission Chambers
214 Sams Avenue, New Smyrna Beach, Florida 32168

1. CALL TO ORDER

A. Roll Call

2. PUBLIC PARTICIPATION

3. NEW BUSINESS

3.A Consider the adoption of the Youth Task Force minutes from the regular meeting held on Thursday, March 27, 2025, and Thursday, April 3, 2025.

4. OLD BUSINESS

4.A Project Discussion

4.B Discussion: Shark Statue Placement Discussion

4.C Discussion: Little Libraries

5. ADJOURNMENT

Pursuant to Florida Statutes 286.0105, if an individual decides to appeal any decision made by the board, agency or

commission of the City of New Smyrna Beach with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. Such person must provide a method for recording the proceedings.

In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk's office in person or by mail at 210 Sams Avenue, New Smyrna Beach, Florida 32168, (386) 410-2630, prior to the meeting.

THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

CONSIDER THE ADOPTION OF THE YOUTH TASK FORCE MINUTES FROM THE REGULAR MEETING HELD ON THURSDAY, MARCH 27, 2025, AND THURSDAY, APRIL 3, 2025.

May 1, 2025

Background:

A Youth Council Task Force held meetings on Thursday, March 27, and Thursday, April 3, 2025. The meeting minutes are attached for your review and adoption consideration.

Fiscal Analysis:

N/A

Strategic Plan Item:

No

Staff Report Created By: Sharon Taylor-Harding

Attachments:

Youth Council Task Force March 27, 2025.pdf
Youth Council Task Force MINUTES - April 3, 2025.pdf

Youth Council Task Force
Thursday, March 27, 2025, at 4:00 PM

MINUTES

1. CALL TO ORDER

Having been duly advertised as required by law, the regular meeting of the Youth Council Task Force of the City of New Smyrna Beach, Florida, was held on Thursday, March 27, 2025, at the City Commission Chambers, 214 Sams Avenue, New Smyrna Beach, Florida 32168.

YCTF Chair Piper Lehmann called the meeting to order at 4:00 PM.

Present: Member Mya Erwin, Member Jessica Purkiss, Vice-Chair Abbey McCartha, Member Peyton Elkind, and Eden Broomall

Excused Absent: Kyla Kavanaugh

2. PUBLIC PARTICIPATION

No action.

3. NEW BUSINESS

3.A Consider the adoption of the Youth Task Force minutes from the regular meeting held on Thursday, March 6, 2025.

Motion:
Member Elkind moved to adopt the Youth Task Force minutes from the regular meeting held on Thursday, March 6, 2025. Member McCartha seconded the motion, and the motion carried unanimously.

4. OLD BUSINESS

4.A Project Discussion

Piper Lehmann led the discussion regarding the Boater Safety class to be held at New Smyrna Beach High School.

Walter Franek, from the Coast Guard Auxiliary District 7, outlined the process for holding a boater safety class.

A discussion followed regarding the boater safety class.

Chair Lehmann then led the discussion regarding the student-led market and the painting of the lending libraries.

A discussion ensued regarding the student-led market and the painting of the lending libraries.

5. ADJOURNMENT

As there was no further business to discuss, Chair, Lehmann adjourned the meeting at 4:48 pm.

Youth Council Task Force
Thursday, April 3, 2025, at 4:00 PM

MINUTES

1. CALL TO ORDER

Having been duly advertised as required by law, the regular meeting of the Youth Council Task Force of the City of New Smyrna Beach, Florida, was held on Thursday, April 3, 2025, at the City Commission Chambers, 214 Sams Avenue, New Smyrna Beach, Florida 32168.

YCTF Chair Piper Lehmann called the meeting to order at 4:00 PM.

Present: Member Jessica Purkiss, Member Peyton Elkind, Member Eden Broomall, Chair Kyla Kavanaugh, Member Piper Lehmann

Excused Absent: Vice-Chair Abbey McCartha and Member Mya Erwin

2. PUBLIC PARTICIPATION

No action.

3. NEW BUSINESS

No action.

4. OLD BUSINESS

4.A Project Discussion

Member Elkind led the discussion regarding the boater safety course.

Chair Lehmann stated that the cost of the boater safety class, excluding lunch, would be $35 per student.

Mr. Woodard mentioned that the class would be held on a Saturday, and the Coast Guard would conduct recruitment during lunch.

A discussion followed regarding the exact date for the boater safety class and the payment process.

Chair Lehmann led the discussion on painting the Little Libraries.

A discussion ensued about the Little Libraries.

The Youth Task Force reached a consensus to paint the Little Libraries on either Wednesday, April 30, 2025, or Wednesday, May 21, 2025.

Member Purkiss inquired about the special event process for a Youth Market.

Member Elkind clarified that the festival would focus on youth and local businesses that cater to youth.

A discussion followed regarding the Youth Market.

Director Rob Salazar stated that a 30-day advance notice was required for the event.

Chair Lehmann suggested that the youth-led market could take place in early May of 2026. She also commented on receiving damaged books from the Volusia County libraries.

5. ADJOURNMENT

As there was no further business to discuss, Chair Lehmann adjourned the meeting at 4:28 pm.

THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

PROJECT DISCUSSION

May 1, 2025

Background:
The Youth Council will continue to discuss project ideas.

Fiscal Analysis:
N/A

Strategic Plan Item:
No

Staff Report Created By: Sharon Taylor-Harding

Attachments:

City of New Smyrna Beach Parks & Recreation - Special Event Application.pdf

Special Event Application

CITY OF NEW SMYRNA BEACH SPECIAL EVENT APPLICATION

SPECIAL EVENTS:

A **Special Event** is an event which, by itself or in conjunction with other events occurring during the same time (such as during a community wide event), is likely to have an impact on the community, including but not limited to factors such as traffic, noise, or other aspects of public health, safety and welfare. Special Events must be approved in advance by the City Commission at which time staff will make their recommendation.

Application for Special Events must be **submitted at least thirty (30) days** in advance of the requested event.

*This application is **not** a permit to conduct a special event.*

Name of Event *

Name of Producer and/or Promoter *

Type of Organization *

--- Not Selected ---

Contact First Name *

Contact Last Name *

Address *

City *

State *

Zip Code *

0

Work Phone *

Home Phone *

Fax *

Email *

Website *

Billing Information:

Is the party responsible for billing the same as above? *

--- Not Selected ---

If no, please provide the proper information below.

Name

Address

EVENT INFORMATION:

Date(s) Requested *

Location of Event *

Description of Event *

Site Plans are required and must include:

- Pedestrian Access
- Parking and Vehicular Access
- Location of Port-O-Lets (if any)
- Dumpsters and/or Trash Cans
- Number and Location of Vendor Display Areas Venue/Stage (if any)
- Tents
- Barricades/Cones

Insurance: An insurance policy naming the City of New Smyrna Beach additionally insured for a minimum of $1,000,000 must be provided no later than five days prior to the scheduled event. Proof of insurance is required for all events if applicable.

Will an admission fee be charged at or prior to the event? *

--- Not Selected ---

Will fees be collected on-site before/during the event? *

--- Not Selected ---

Event Date: *

Event Start Time: *

Event End Time: *

Set Up Start Time: *

Setup End Time: *

Breakdown Start Time: *

Breakdown End Time: *

Alternative Date:

How will the general public be notified about a cancellation/ postponement of the event? *

Anticipated number of attendees? *

0

Have you held this event in the City of New Smyrna Beach previously? *

--- Not Selected ---

If yes, when?

Have you held this event in another city? *

--- Not Selected ---

If yes, list location(s):

Will the special event require the use of watercraft for competition, servicing, maintenance, safety, or any other reason? *

--- Not Selected ---

NOTE: Temporary buoys and markers may be placed with approval from the U.S. Coast Guard. Also, water rescue and lifesaving personnel and equipment shall be on-duty and prepared to act to protect competitors and spectators during all competition and practice.

Will the special event involve the use of aircraft? *

--- Not Selected ---

NOTE: All aircraft flight operations shall conform to FAA regulations and meet minimum pilot qualifications for the given type of operation intended. Also, all operators of any type of aircraft being used shall provide the city with a certificate of insurance coverage. Insurance coverage shall provide liability insurance protection for the City in the amount of not less than $1,000,000 per person for bodily injury or death, $2,000,000 per occurrence of death, and $500,000 per occurrence for property damage, naming the City of New Smyrna Beach as "additionally insured."

Will the special event involve the use of motorcycles? *

--- Not Selected ---

ENTERTAINMENT:

Will there be entertainment? *

--- Not Selected ---

If yes, a complete list of entertainers, contracts, licenses, and schedules must be provided.

Will you be using a sound system? *

--- Not Selected ---

NOTE: The City's Ordinances regarding noise must be complied with during the event, or receive City Commission approval to generate excessive noise outside the accepted hours.

Name of Contractor

Type of System:

Sound Start Time:

Sound End Time:

Will there be carnival games and/or rides? *

--- Not Selected ---

If yes, please describe the types of games and/or rides.

Name of Contractor

Proof of insurance is required for all carnival games and rides. The City must be listed as additionally insured on the insurance policy.

Insurance Company

Policy Number

SPECIAL EFFECTS:

Will there be any special effects used? *

--- Not Selected ---

Type of Effects:

Effect Time: Date:_____Start:___a.m./p.m. End: ____a.m./p.m.

Location of Special Effects

Effects Producer/Company Name

Address

Phone Number

Fax Number

Proof of insurance is required for all special events.

Insurance Company

Policy Number

NOTE: A permit from the New Smyrna Beach Fire Department will be required.

PARADES:

Will this be considered a parade? *

--- Not Selected ---

If yes, complete below.

How many will participate?

0

Plan of route attached? *

--- Not Selected ---

Parade Time: Date:___Start:___a.m./p.m. End:___a.m./p.m.

Breakdown: Date:___Start:___a.m./p.m. End:___a.m./p.m.

PROPOSED RETAIL SALES:

Will there be any retail sales? *

--- Not Selected ---

If yes, complete below.

How many vendor locations do you hope to accomodate?

0

Type of vending (including number of each): Clothing, Food/Beverage, Jewelry, Other (describe)

PROPOSED SPONSORS:

Will there be any sponsors? *

--- Not Selected ---

If yes, complete below.

How many commercial sponsors with on-site visibility do you anticipate (including product sampling, giveaways, exhibits, an advertising)

ALCOHOLIC BEVERAGES/LIQUOR LIABILITY:

Will alcoholic beverages be dispensed, provided, or served? *

--- Not Selected ---

If yes, complete below.

Name of organization licensed to sell alcohol at the event:

Limit of liquor liability coverage, if required, will not be less than $500,000.

The organization hosting the event is:

--- Not Selected ---

PROMOTION:

At what level will the event be promoted? *

--- Not Selected ---

What type of publicity will be used? *

Telephone number to be released for public information *

SIGNS:

Will you be using signs at your event? *

--- Not Selected ---

How many signs and what dimensions?

Will you use temporary structures? *

--- Not Selected ---

How many tents exceeding 120 square feet or greater?

0

Tent locations and sizes must be included on the site plan.

List the state-certified electrical contractor that will accept responsibility for the quality and code compliance of electrical w performed on behalf of the applicant?

TRAFFIC AND PARKING:

Will normal traffic patterns be altered by the event? *

--- Not Selected ---

Will there be any road closures? *

--- Not Selected ---

If yes, City Commission approval will be required.

If yes, list road name(s):

Will public parking areas, streets, sidewalks, etc., be restricted or obstructed? *

--- Not Selected ---

PORT-O-LETS & SANITATION:

How many Port-O-Lets will be on-site? *

- The location of the Port-O-Lets must be included on the site plan.
- RECOMMENDATION: One toilet is recommended for every 300 people attending an event. If public toilets are not available at the event site, one ADA accessible toilet is required for the first 300 people, and a minimum of 5% of the restrooms must be ADA accessible. If there is a beer/ alcohol being served at the event, the recommended ratio for toilets per is 1:150 people. Existing park toilets count towards the toilet per anticipated attendee ratio.

- If dumpster service is needed it is required that refuse service be provided through the City's Public Works Department. The dumpster service, fee schedule, and information pertaining to recycling can be obtained by contacting the Public Works Department at 386-424-2212.
- Payment arrangements should be made prior to the event though the Public Works Department.
- Trash receptacles and recycling containers are to be provided by the applicant and must be located not only on event grounds, but in parking areas as well.
- Event grounds must be completely cleared of trash and all receptacles removed by the end of the event and is the sole responsibility of the applicant.

I acknowledge the above Port-O-Lets & Sanitation requirements: *

SECURITY/EMERGENCY FIRE/MEDICAL SERVICES:

What are your plans for providing security at the event? *

- The New Smyrna Beach Police and Fire Department will evaluate the events security measures to determine if the measures are sufficient to run a safe event. The New Smyrna Beach Police and Fire Department reserve the right to require additional security measures.
- There will be a minimum requirement of five (5) business days to evaluate the event requirements.
- NOTE: All events held on City/Public property require the use of City Police and Fire personnel if additional security measures are required.

CONFIRMATION:

Event Contact Information:
Please provide the name of the contact person who will be available on-site at all times.
Depending on the length of the event, this may require several people. Please list the contact person for each period of time. (Please Print)

Contact Name & Phone Number (1): *

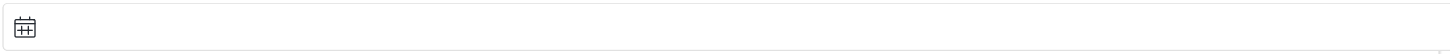
Contact Name & Phone Number (2): *

I understand that this is an application only and does not obligate the City in any fashion to reserve any facility or approve any event.

Signature: *

Printed Name: *

Date: *



THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

DISCUSSION: SHARK STATUE PLACEMENT DISCUSSION

May 1, 2025

Background:

Discussion: Shark Statue Placement

Riverside Park - Liza Midgett
Municipal Airport - Megan Bosma
North Causeway Boat Ramp - Laura Johnson
Sports Complex - Katie Smith
Municipal Golf Course - Nancy Connors

Fiscal Analysis:

N/A

Strategic Plan Item:

No

Staff Report Created By: Sharon Taylor-Harding

THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

DISCUSSION: LITTLE LIBRARIES

May 1, 2025

Background:

Primary Locations:

- Manatee Park
- 27th Avenue Park
- NSB Sports Complex
- Mary Avenue Tot Lot

Alternative Locations:

- Detwiler Park
- Coastal Woods Trail Head

Fiscal Analysis:

N/A

Strategic Plan Item:

No

Staff Report Created By: Sharon Taylor-Harding