



1015 Cultural Park Blvd.  
Cape Coral, FL

**AGENDA FOR THE REGULAR MEETING OF THE  
CAPE CORAL YOUTH COUNCIL**

July 12, 2019

3:00 PM

Council Chambers

**PLEDGE OF CIVILITY**

We will be respectful of each other even when we disagree.  
We will direct all comments to the issues. We will avoid personal attacks.

**VIDEO**

**1. MEETING CALLED TO ORDER**

A. Vice Chair Gorbanovski

**2. PLEDGE OF ALLEGIANCE**

A. Vice Chair Gorbanovski

**3. ROLL CALL**

A. Benitez, Bradish, Cranford, Dougherty, Figueroa, German,  
Gorbanovski, Ico, Logan, Nguyen, Orozco, Roh, Russell, and  
Ziegler

**4. CHANGES TO AGENDA/ADOPTION OF AGENDA**

**5. APPROVAL OF MINUTES**

A. June 14, 2019 Meeting Minutes

B. June 28, 2019 Meeting Minutes

**6. ADVISOR PRESENTATION (30 MINUTES MAXIMUM)**

A. Florida League of Cities Annual Conference Continued Discussion

**7. CITIZENS INPUT TIME**

Input of citizens on matters concerning City Government; 3 minutes per

individual.

## **8. RECOMMENDATIONS TO COUNCIL**

- A. Update of Quarterly Report/Presentation to City Council - Members Bradish and Ico

## **9. BUSINESS**

- A. Bus Stop Movement Continued Discussion - Member Ico
- B. Junior Project Continued Discussion - Adopt-A-Road
- C. Senior Project Continued Discussion - Youth Council Fall Gala

## **10. NEXT MEETING AGENDA TOPICS**

## **11. REPORTS**

## **12. REPORTS OF THE COUNCIL LIAISON AND ADVISORS**

## **13. TIME AND PLACE OF FUTURE MEETINGS**

- A. A regular meeting of the Cape Coral Youth Council will be held on Friday, July 26, 2019, at 3:00 p.m. in Council Chambers.

## **14. MOTION TO ADJOURN**

### **GENERAL RULES AND PROCEDURES REGARDING THE CAPE CORAL CITY COUNCIL AGENDA**

In accordance with the Americans with Disabilities Act and Section of 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the Office of the City Clerk at least forty-eight (48) hours prior to the meeting. If hearing impaired, telephone the Florida Relay Service Numbers, 1-800-955-8771 (TDD) or 1-800-955-8770 (v) for assistance.

Persons wishing to address the Youth Council under Citizens Input may do so during the designated times at each meeting. No prior scheduling is necessary. All speakers must have their presentations approved by the City Clerk's office no later than 11:00 AM the day of the meeting. Members of the audience who address the Youth Council shall step up to the speaker's lectern and give his or her full name, address, and whom he or she represents. Proper decorum shall be maintained at all times. Any audience member who is boisterous or disruptive in any manner to the conduct of this meeting shall be asked to leave or be escorted from the meeting room.

Copies of the agenda are available in the main lobby of Cape Coral City Hall and in the City Council Office, 1015 Cultural Park Boulevard. Copies of all back-up documentation are also available for review in the lobby of Council Chambers. You are asked to refrain from removing any documentation. If you desire copies, please request they be made for you. Copies are 15 cents per page. Agendas and back-up documentation are also available on-line on the City website (capecoral.net) after 4:00 PM on the Wednesday prior to the Youth Council Meeting.

<b>Item Number:</b>	<b>5.A.</b>
<b>Meeting Date:</b>	<b>7/12/2019</b>
<b>Item Type:</b>	<b>APPROVAL OF MINUTES</b>

**AGENDA REQUEST  
FORM**  
CITY OF CAPE CORAL



**TITLE:**

June 14, 2019 Meeting Minutes

**REQUESTED ACTION:**

**STRATEGIC PLAN INFO:**

1. Will this action result in a Budget Amendment?
2. Is this a Strategic Decision?

If Yes, Priority Goals Supported are listed below.

If No, will it harm the intent or success of the Strategic Plan?

**Planning & Zoning/Staff Recommendations:**

**SUMMARY EXPLANATION AND BACKGROUND:**

**LEGAL REVIEW:**

**EXHIBITS:**

**PREPARED BY:**

Division- Department-

**SOURCE OF ADDITIONAL INFORMATION:**

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
☐ June 14, 2019 Meeting Minutes	Backup Material

**MINUTES FOR THE MEETING  
OF THE CAPE CORAL YOUTH COUNCIL**

**Friday, June 14, 2019**

Chair Benitez called the meeting to order at 3:03 p.m.

Pledge of Allegiance – Chair Benitez

Roll Call: Members Benitez, Bradish, Cranford, Dougherty, Figueroa, German, Gorbanovski, Ico, Nguyen, and Ziegler were present. Members Logan, Orozco and Russell were excused. Member Roh arrived at 3:04 p.m.

Also in attendance: Jessica Cosden, Council Liaison  
Joe Mazurkiewicz, Advisor  
Mark Cagle, Staff Liaison  
Connie Griglin, Youth Council Administrative Contact

**CHANGES TO AGENDA/ADOPTION OF AGENDA**

***Vice Chair Gorbanovski moved, seconded by Member German, to adopt the Agenda, as presented.***

***Council polled as follows: Bradish, Cranford, Dougherty, Figueroa, German, Gorbanovski, Ico, Nguyen, Roh, Ziegler, and Benitez voted “aye.” All “ayes.” Motion carried 11-0.***

**APPROVAL OF MINUTES – May 24, 2019**

***Member Bradish moved, seconded by Member Ico, to approve the Minutes of the Cape Coral Youth Council meeting dated May 24, 2019. Voice Poll: All “ayes.” Motion carried.***

**ADVISOR PRESENTATIONS**

**Upcoming Council Report – Advisor Mazurkiewicz**

Advisor Mazurkiewicz provided the following update of the City Council upcoming meetings:

- June 17, 2019 Council Workshop Meeting – Reviewed the Florida SUN Trail across Kismet Parkway and North Cape Coral
- Council hiatus begins on June 18<sup>th</sup> and ends on July 21<sup>st</sup>
- August 5, 2019 City Council Meeting – Final Hearings for the Land Use and Development Regulations and Official Zoning District Map

### **Florida League of Cities – Program Scholarship and Annual Conference Update**

Administrative Contact Griglin welcomed the two new Youth Council Members Dougherty and Ziegler. She provided an update of the 2019 Florida League of Cities (FLC):

- Youth Council Annual Conference being held on Saturday, August 17, 2019
- Traveling arrangements to share the 1-day bus trip with the Fort Myers team
- Conference being held in Orlando
- No out of pocket fees – costs covered out of the Youth Council budget

Chair Benitez shared her experience of attending the FLC conference last year and stated that it would be an extensive learning experience for the Youth Council Members. The benefits include networking and sharing ideas, opportunity to discuss hot topics, and inspire future topics and debates to be held at the meetings.

Member Nguyen shared her FLC conference experience and she recalled having the opportunity to discuss issues dealing with teenage mental health. She mentioned that attending the Conference would be favorable for those Members that enjoy communicating with others.

### **CITIZENS INPUT TIME**

None.

### **RECOMMENDATIONS TO COUNCIL**

#### **Quarterly Report/Presentation to City Council – Members Bradish and Ico**

Chair Benitez summarized the requirements pursuant to Ordinance 47-16 for the Youth Council's quarterly reporting to the City Council on the first day of October, January, March and May of each year. The Executive Summary should have bullet points outlining the Youth Council's recommendations and accomplishments. She stated that at the last meeting, Members Bradish and Ico were appointed to provide the first quarterly report to the City Council. The first available date on the City Council's calendar for the presentation would be on July 29<sup>th</sup>.

Member Ico mentioned that she reviewed her notes and created a bulleted list of the top five highlights for the year. She suggested to start with the most relevant topics as follows:

- Bus Stop Movement to maintain the school bus stop benches
- Recommendation to form a group effort and divide the work among the Youth Council Members to visit the sites on a quarterly basis to clean and maintain sites
- Adopt-A-Road – Youth Council getting involved in the beautification of the City
- Highlight the Youth Council Fall Gala
- Discuss the collective goals in impacting the City's most recent land Ordinance to adopt new parks and recreation systems within the Community

Chair Benitez agreed with Member Ico's suggestions. She inquired if there were any other items to include on this quarterly report.

Member Ico inquired if the rough draft of the quarterly report could be reviewed by the Youth Council as a whole prior to the presentation to the City Council on July 29<sup>th</sup>.

Advisor Mazurkiewicz responded that the draft report could be forwarded to the City Clerk (Recording Secretary) to be distributed among the Youth Council Members. The Members would be able to provide comments only on the report and there should not be any issues with the Sunshine Law.

Chair Benitez responded in the affirmative. She requested that the presentation along with the written quarterly report be forwarded for the Members to provide comments.

***Member German moved, seconded by Member Figueroa, to approve that Members Bradish and Ico present the Youth Council Quarterly Report to the City Council on July 29th. Voice Poll: All "ayes." Motion carried.***

## **BUSINESS**

### **Interviews and Selection of the Youth Council Communications Director**

Chair Benitez provided the format that the interviews would be conducted and stated that the standard and supplemental questions, Interviews Dos and Don'ts, and submitted applications were distributed before the meeting. She requested clarification on the six standard questions.

Advisor Mazurkiewicz suggested that the applicants be allowed to complete the interview process first and then address any concerns regarding the applications afterwards.

Recording Secretary Castillo acknowledged that the Applicant Shaun Mitchinson was present and requested that he address the Council for interviewing.

Chair Benitez requested a brief introduction of the applicant.

Shaun Mitchinson presented himself as a rising Senior at Cape Coral High School, and he applied for the position based on the Snapchat post that Chair Benitez posted. His volunteer experience included the Chamber of Commerce, Kiwanis, Rotary Club, and Keep Lee County Beautiful. He is currently an employee at the Cultural Park Theatre.

Member Ico inquired how the applicant would actively promote the Youth Council and increase their exposure within the Community.

Applicant Mitchinson responded that he researched the position before applying and discovered that the Youth Council only had a Twitter page available. He suggested to create profiles in other social platforms, such as Instagram, Facebook, and creating a newsletter to circulate periodically.

Chair Benitez inquired about the ideas Mr. Mitchinson would recommend to increase the Youth Council meetings attendance, participation, and awareness.

Applicant Mitchinson responded that more students from across the local schools could be reachable by using Instagram—a relatable platform of communications. He commented that by providing more exposure via different social media platforms, the youth would be enlightened to attend the meetings and learn more about the Youth Council.

Member Ziegler inquired about applicant's communications experience with his other organizations.

Applicant Mitchinson stated that he was on the Board of Trustees for the Florida District of Key Club International, which operates across the State of Florida, Cayman Islands, and Turks and Caicos. Among his responsibilities, he handled the communications between the student leaders, advisors, school administration, and leaders of the community. He understands and uses his professional communication skills to represent the organization.

Member Cranford inquired about the techniques that would be utilized to spike up the interest of the Youth Council within the youth and community.

Applicant Mitchinson responded that the focus would be on showcasing the purpose of the Youth Council, cultivating the Community that the meetings would be a platform for them to voice their opinions, and getting more involved in the Community, which could inspire more participation.

Advisor Mazurkiewicz recommended that the Chair request a motion to appoint as there were no other applicants present.

***Vice Chair Gorbanovski moved, seconded by Member Ziegler, to appoint Shaun Mitchinson as the Youth Council Communications Director.***

***Council polled as follows: Bradish, Cranford, Dougherty, Figueroa, German, Gorbanovski, Ico, Nguyen, Roh, Ziegler, and Benitez voted "aye." All "ayes." Motion carried 11-0.***

Advisor Mazurkiewicz announced that a qualified applicant was selected and there were no application issues to be addressed.

Chair Benitez congratulated Communications Director Mitchinson to his appointment. She provided him with information about the next meeting and requested that he contact the City Clerk's Office regarding the completion of his volunteer application and forms.

### **Bus Stop Movement Continued Discussion – Member Ico**

Chair Benitez stated that this was a continued discussion from the last meeting and she requested feedback from Member Ico and the Advisors.

Member Ico provided the following update and feedback:

- Organizing a group effort from each of their schools
- Visiting the bus stop benches sites on a quarterly basis
- Cleaning the bus stop benches grounds
- Designating specific sites to each of the Members
- Guidance on implementing the tasks
- Number of bus stop benches where grounds would be cleaned
- Map reflecting where bus stop benches located

Advisor Mazurkiewicz reported that the bus stops were still being identified and starting this weekend the initial thirty benches would be deployed. The map with the location of the benches would be developed throughout the summer. At that point, discussion could be held on grouping the sites and assignment based on the school locations.

Advisor Mazurkiewicz suggested to have this item added to the August meeting Agenda.

Member Roh recommended that the Youth Council discuss and create a campaigning plan prior to the new school year to share with the students and schools.

Discussion held regarding:

- First day of school – second week of August for most local schools
- Youth Council meeting on August 9<sup>th</sup> – assignment of locations would be discussed

Member Ziegler inquired about who would be participating in the maintenance of the bus stop benches and sites.

Advisor Mazurkiewicz responded that the Youth Council would only be policing the sites. The City has committed to maintaining the grounds, benches, slabs, and grass. The Youth Council would only be picking up and policing the areas.

Member Ico mentioned that this was the beginning of a progressive movement. The idea was to first obtain schools involvement and then increase the participation within the Community.

Advisor Mazurkiewicz reminded everyone that the initial 200 benches were part of the Pilot Bus Stop Benches Program. The success of the program would be measured from the beginning of the school year until December. Afterwards the data gathered would be reviewed by the City Council for possible program expansion. He stated that this was a high-profile project with immense responsibility to perform. The Youth Council full commitment to participate would be required—need to commit and perform.



Chair Benitez provided an overview of the Pilot Bus Stop Benches Program to the new Members and discussed the purpose and expected involvement of the Youth Council in the program. She also provided information on the education program being hosted by the Lee County Schools to entice awareness and safety at the bus stops.

Advisor Mazurkiewicz responded that the education program was a cooperative effort between the Lee County School system and policing agencies. The purpose would be to create a single education piece to promote the same message. The schools would be highlighting the message in the orientations in the start of the year and reinforce on a reoccurring basis throughout the school year.

Member Dougherty inquired about the usage of reflective surfaces to make the benches more visible.

Advisor Mazurkiewicz responded in the affirmative. There would be reflective tape on the edges of the benches. He mentioned that there was discussion about equipping ten of the benches with solar lighting around the sites. Further studies and discussion would need to be considered throughout the pilot program regarding the solar lighting.

Chair Benitez suggested that the Communications Director assist with pushing the information out in the social media platforms and promoting awareness of the movement.

Discussion held regarding daily post on social media announcing safety guidelines and visiting schools to present the bus stop safety education program.

Member Bradish inquired about how many Members would be required to be involved, and which schools would be targeted—Middle and/or Elementary schools.

Discussion held regarding:

- Pilot benches being deployed around Elementary and Middle Schools
- Youth Council Members to collaboratively present at each of the schools
- Presentation could be prepared in July and should only be a five-minute long

Advisor Mazurkiewicz announced that he was part of the steering committee. If the Youth Council wanted to participate in the educational component, he would facilitate their involvement with the Task Force. The Youth Council would be a welcomed addition to the group.

### **Junior Project Discussion – Adopt-A-Road Update**

Chair Benitez stated that the Youth Council approved a motion to participate in the Adopt-A-Road program at the May 10, 2019 meeting and she requested an update on the application process.

Administrative Contact Griglin provided an update on the program as follows:

- Offered by the City and partnership between the residents and City of Cape Coral
- Youth Council would adopt a segment of a road
- Minimum requirement would be one mile and it could be extended
- Map reflect roads in red which are available
- Volunteering to clean the median six times a year
- Decide on clean up schedule: July to December or every other month
- No cost to the Youth Council – City would provide all items
- Meeting in a central location and volunteering as a team to clean up the median
- City would provide two signs showcasing that the Youth Council adopted the road
- Clean up frequency schedule: once a month or every other month
- Which road would the Youth Council want to adopt?

Member Ziegler suggested to select a road with more visibility and traffic for better exposure, such as Del Prado Boulevard or a more well-known street.

Chair Benitez responded in the affirmative. She added that the Youth Council would need to commit to the frequency schedule selected and fulfill their obligation.

Discussion held regarding:

- Program availability seven days a week and weekends would be the best
- Typically, one mile would be about two to three hours
- Program start/end guidelines: one hour after sunrise and one hour before sunset

Member Cranford inquired about the map and cutoffs.

Administrative Contact Griglin responded that the map reflected the available areas and there were no other areas after the cutoffs.

Discussion held regarding:

- Selection of road and frequency required to submit the application
- Renewal of membership and choosing a different road to adopt in 2020
- Which roads were available on the map?
- Available street highlighted in black with X mark and all other areas in red
- Clean up frequency: once a month and designation of set weekend each month
- Saturday vs. Sunday availability and clean up time morning vs. afternoon
- Deciding at the June 28<sup>th</sup> meeting which weekend in July to meet and time
- Cape Coral roads affected by the Utilities Expansion Project (UEP)
- Suggested roads to consider for better signage visibility and traffic volume
- Transportation challenges
- UEP in NW areas between Burnt Store Road and Santa Barbara Boulevard
- Diplomat, Kismet, and Gator Circle not affected by UEP
- Cultural Park Boulevard between Hancock Bridge Parkway and Pine Island Road
- Cultural Park has great visibility, exposure, and branding as road to City Hall

***Council was polled as follows:***

<b><i>Member Bradish:</i></b>	<b><i>Cultural Park Boulevard</i></b>
<b><i>Member Cranford:</i></b>	<b><i>Cultural Park Boulevard</i></b>
<b><i>Member Dougherty:</i></b>	<b><i>Cultural Park Boulevard</i></b>
<b><i>Member Figueroa:</i></b>	<b><i>Cultural Park Boulevard</i></b>
<b><i>Member German:</i></b>	<b><i>Cultural Park Boulevard</i></b>
<b><i>Member Gorbanovski:</i></b>	<b><i>Cultural Park Boulevard</i></b>
<b><i>Member Ico:</i></b>	<b><i>Cultural Park Boulevard</i></b>
<b><i>Member Nguyen:</i></b>	<b><i>Cultural Park Boulevard</i></b>
<b><i>Member Roh:</i></b>	<b><i>Cultural Park Boulevard</i></b>
<b><i>Member Ziegler:</i></b>	<b><i>Cultural Park Boulevard</i></b>
<b><i>Chair Benitez:</i></b>	<b><i>Cultural Park Boulevard</i></b>

Recording Secretary Castillo announced the tally results were 11 for Cultural Park Boulevard (between Hancock Bridge Parkway and Pine Island Road).

Advisor Mazurkiewicz instructed the Youth Council to decide on the frequency of the clean up schedule between once a month or every other month. He suggested that seven Members could form the crew at a time and all fourteen Members would participate. Each Member would individually commit to the schedule every other month.

Discussion held regarding:

- Recruitment of family, friends, and other students from social clubs to participate
- Volunteering opportunities and scholarship community service letters
- Once a month frequency preferable to keep the City clean on a consistent basis

***Member Ziegler moved, seconded by Member German, to have the frequency to clean up the Adopt-A-Road program for once a month.***

***Council polled as follows: Bradish, Cranford, Dougherty, Figueroa, German, Gorbanovski, Ico, Nguyen, Roh, Ziegler, and Benitez voted “aye.” All “ayes.” Motion carried 11-0.***

Administrative Contact Griglin requested that the Members have for the June 28<sup>th</sup> meeting at least a date, backup date, and preferred time for the first clean up in July.

**Senior Project Discussion – Youth Council Fall Gala – Member Benitez**

Chair Benitez provided an update on the planning details and event itinerary for the Youth Council Fall Gala. She met with the Advisors to discuss the logistics.

Member Ico left at 4:01 p.m.

Discussion held regarding:

- Event Date and Time: September 14<sup>th</sup> or 21<sup>st</sup> between 6-11pm
- Itinerary: 6-7pm networking; 8-9pm dinner and program; 9-11pm entertainment
- Presentations: Youth Council and possibly include Mayor and Councilmembers
- Kiwanis Hall: 360 Santa Barbara Boulevard South
- Ballroom: up to 130 guests, with tables, chairs, food warmers, and ice machine
- Dress Code: business casual attire
- Tickets: \$5 for the youth and \$25 for adults
- Catering – pending update
- Cash bar from the Chamber of Commerce – pending update; no permit needed
- North High String Quartet – pending update
- National Anthem singer from Oasis High School – confirmed
- Preferred DJ option: PeterK DJ – \$650 for 5-hours; photo booth only for 3-hours
- PeterK DJ only available on September 14<sup>th</sup>
- DJ cost could be covered by a sponsor
- Sponsor logo could be designed on picture frame template – free picture
- Promotional opportunity for the sponsor on the custom-made picture template
- Security pricing: no more than 3 officers at \$59 per officer per hour
- Donations from ticket sales and any profit would benefit “Blessings in a Backpack”
- Suggestion of 50/50 raffle or silent auction

Advisor Mazurkiewicz informed that the complete budget included expenses estimated at \$5,550. There could be three levels of sponsorships to cover the expenses. The adult ticket may be increased to \$30 to include beer and wine, which would be preferred by the Chamber of Commerce.

Discussion held regarding:

- Budget projected to raise \$2,050 for “Blessings in a Backpack” based on activity
- Youth Council responsible for obtaining 60 youth and 70 adult attendees
- Suggestion to select September 14<sup>th</sup> and backup date of September 21<sup>st</sup>
- Cocktail napkin or elevator speech: purpose to showcase the Youth Council and provide opportunity for the youth and adult community to network and socialize with government officials and local businesses
- Timeline and performance suggestions
- Benefits of reaching out to other schools to get larger involvement
- Youth attendance: Members, volunteers, performers, and student bodies
- Volunteer opportunities for decorations, setup, and clean up
- Suggested event performers: variety of singers and dance group performances
- Pulling from various schools for performances in jazz, string quartet, etc.
- Targeted audience and all age groups welcomed
- Collectively working with Parks and Rec on the presale of tickets and operations
- Dance group availability; type of music; school musicals promotional opportunities

Chair Benitez suggested that the Members continue to gather more information regarding the presentations, performances, and any other ideas to discuss at the next meeting.

***Vice Chair Gorbanovski moved, seconded by Member German, to host the Cape Coral Youth Council Fall Gall on September 14, 2019 at the Kiwanis Club from 6:00 p.m. to 11:00 p.m.***

***Council polled as follows: Bradish, Cranford, Dougherty, Figueroa, German, Gorbanovski, Nguyen, Roh, Ziegler, and Benitez voted "aye." All "ayes." Motion carried 10-0.***

### NEXT MEETING AGENDA TOPICS

Chair Benitez opened the floor and inquired if there were any other Agenda topics for consideration for the next meeting.

Advisor Mazurkiewicz suggested that the Bus Stop Movement Discussion, Junior Project Discussion – Adopt-A-Road, and Senior Project Discussion – Youth Council Fall Gala topics be continued to the next meeting Agenda as one mass motion.

***Member Bradish moved, seconded by Member Figueroa, to approve the three topics to be added to the next meeting Agenda (Bus Stop Movement Continued Discussion – Member Ico, Junior Project Discussion – Adopt-A-Road, and Senior Project Discussion – Youth Council Fall Gala – Chair Benitez). Voice Poll: All "ayes." Motion carried.***

### REPORTS

<u>Member Bradish:</u>	Topic: No Report
<u>Member Cranford:</u>	Topic: No Report
<u>Member Dougherty:</u>	Topic: No Report
<u>Member Figueroa:</u>	Topic: No Report
<u>Vice Chair Gorbanovski:</u>	Topic: No Report
<u>Member Ico:</u>	Topic: Excused
<u>Member German:</u>	Topic: No Report
<u>Member Logan:</u>	Topic: Excused
<u>Member Nguyen:</u>	Topic: No Report
<u>Member Orozco:</u>	Topic: Excused
<u>Member Roh:</u>	Topic: No Report
<u>Member Russell:</u>	Topic: Excused
<u>Member Ziegler:</u>	Topic: She introduced herself and will be looking forward to what the Youth Council could accomplish during her term.
<u>Chair Benitez:</u>	Topic: No Report

## **REPORTS OF COUNCIL LIAISON AND ADVISORS**

Council Liaison Cosden announced that she was covering for Council Liaison Williams. She welcomed the new Members and the Communications Director to the Youth Council.

Advisor Mazurkiewicz addressed the Sunshine Law with the new Members.

Chair Benitez suggested that the new Members review the May 10<sup>th</sup> Youth Council meeting video and minutes as there were presentations about the Sunshine Law and other important topics.

Member Ziegler inquired about the note taking process and whether the notes would need to be turned in afterwards.

Advisor Mazurkiewicz responded that the notes would need to be kept as they could become public records and should be turned in at the end of their term.

## **TIME AND PLACE OF FUTURE MEETINGS**

A regular meeting of the Cape Coral Youth Council was scheduled for Friday, June 28, 2019, at 3:00 p.m. in Council Chambers.

## **MOTION TO ADJOURN**

There being no further business, the meeting was adjourned at 4:37 p.m.

Submitted by,

Betty Castillo  
Recording Secretary

<b>Item Number:</b>	<b>5.B.</b>
<b>Meeting Date:</b>	<b>7/12/2019</b>
<b>Item Type:</b>	<b>APPROVAL OF MINUTES</b>

**AGENDA REQUEST  
FORM**  
CITY OF CAPE CORAL



**TITLE:**

June 28, 2019 Meeting Minutes

**REQUESTED ACTION:**

**STRATEGIC PLAN INFO:**

1. Will this action result in a Budget Amendment?

2. Is this a Strategic Decision?

If Yes, Priority Goals Supported are listed below.

If No, will it harm the intent or success of the Strategic Plan?

**Planning & Zoning/Staff Recommendations:**

**SUMMARY EXPLANATION AND BACKGROUND:**

**LEGAL REVIEW:**

**EXHIBITS:**

**PREPARED BY:**

Division- Department-

**SOURCE OF ADDITIONAL INFORMATION:**

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
<input type="checkbox"/> June 28, 2019 Meeting Minutes	Backup Material

**MINUTES FOR THE MEETING  
OF THE CAPE CORAL YOUTH COUNCIL**

**Friday, June 28, 2019**

Chair Benitez called the meeting to order at 3:12 p.m.

Pledge of Allegiance – Chair Benitez

Roll Call: Chair Benitez, Members Bradish, Dougherty, Figueroa, Logan, and Roh were present. Members Cranford, German, Gorbanovski, Nguyen, Russell, and Ziegler were excused. Members Orozco was absent. Member Ico was excused after the Clerk received written correspondence at 3:20 p.m.

Also in attendance: Richard Williams, Council Liaison  
Joe Mazurkiewicz, Advisor  
Mark Cagle, Staff Liaison  
Connie Griglin, Youth Council Administrative Contact

***Due to the absence of a quorum,  
the Youth Council met as a Committee of the Whole***

**CHANGES TO AGENDA/ADOPTION OF AGENDA**

***Member Dougherty moved, seconded by Member Logan, to adopt the Agenda as a Committee of the Whole, as presented. Consensus agreed without objection.***

**APPROVAL OF MINUTES – June 14, 2019  
(moved to the next meeting)**

Advisor Mazurkiewicz stated that the approval of the minutes from June 14, 2019 would not be voted today as there was no quorum.

**ADVISOR PRESENTATIONS**

**Florida League of Cities – Annual Conference Update  
Administrative Contact Griglin**

Chair Benitez mentioned that the Florida League of Cities (FLC) Conference and registration forms were attached to the backup material.

Administrative Contact Griglin provided the following update:

- Fillable internal registration form – email or hand deliver at any meeting
- Confirmed transportation on a school bus with the Fort Myers group



- Conference date/location: Saturday, August 17, 2019 in Orlando
- Departure time: 5:00 – 5:30 a.m. in Fort Myers – location to be determined
- Returning about 9:00 p.m.

Advisor Mazurkiewicz discussed the value of attendance and participation at the conference. There would be no cost to the Members that want to attend.

Council Liaison Williams mentioned that the registration, food, and transportation would be covered by the Youth Council budget and he requested full commitment by those Members interested in attending the conference. He discussed the following:

- Overview of the conference
- Attendees working directly with other youth councils around the state
- Advisors and Staff accompanying the Youth Council and attending conference
- Council Liaison serves as facilitator of communications with the City Council
- Cape Coral Youth Council serves as an advisory board to the City Council
- Members appointed by the City Council
- Abiding by the Sunshine Law
- Ability to present and recommend topics and issues to the City Council
- Mr. Mazurkiewicz serves as the Advisor and parliamentarian – go to person
- Mr. Cagle serves as the Staff Liaison and would provide project resources
- Ms. Griglin serves as the Administrative Contact and Staff

Chair Benitez concurred that the Advisors and Staff have been supportive during her tenure. She acknowledged the success of the Youth Council's projects with the guidance and mentoring of the Advisors and Staff.

#### **CITIZENS INPUT TIME**

None.

#### **RECOMMENDATIONS TO COUNCIL**

##### **Update of Quarterly Report/Presentation to City Council** **Members Bradish (Member Ico was not present)**

Chair Benitez turned the floor over to Member Bradish for an update on the presentation of the Youth Council Quarterly Report.

Member Bradish provided an overview of the topics that would be discussed in the presentation and quarterly report as follows:

- Bus Stop Movement
- Adopt-A-Road Update
- Fall Gala Event
- Florida League of Cities Conference

Chair Benitez recommended that the PowerPoint be shared with the Board for review and commentary prior to the final presentation to the City Council at the July 29<sup>th</sup> meeting.

Member Logan inquired about who would handle the coverage of the FLC Conference.

Discussion held regarding Communications Director Mitchinson acting as the photographer, and individual pictures could be part of the footage to include in the quarterly report and presentation to the City Council.

Member Roh inquired about the attire for the FLC Conference.

Administrative Contact Griglin stated that the Members decided to wear the Youth Council t-shirts and khaki pants last year. The Members could decide on the attire at a later date.

Discussion held regarding:

- Youth Council t-shirts order being placed soon
- Attire and wearing comfortable footwear
- Departure from Fort Myers between 5:00-5:30 a.m.
- Bus trip to/from Orlando about three hours
- Internal registration form deadline: July 12<sup>th</sup>
- Breakfast arrangements

Council Liaison Williams shared the main purpose of the FLC Conference and informed that the attendees would be among Florida youth council groups, Councilmembers, Commissioners, current and past Mayors, and other Tallahassee governmental bodies.

Chair Benitez suggested that the Members attending the FLC Conference gather information, topics, ideas to be shared at the conference and bring back new topics to explore and discuss among their group.

## **BUSINESS**

### **Communications Director's Expectations**

Chair Benitez informed the Members that the Communications Director's list of Responsibilities and Duties were attached to the backup material. She requested input from the Members on the Communications Director's expectations.

Discussion held regarding:

- Role and duties of the prior Communications Director
- Serving as the voice between the Youth Council and the Community
- Platforms of communications: Facebook, Twitter, and other social media

Advisor Mazurkiewicz suggested that the Communications Director meet with the Staff to discuss expectations, social media policies and procedures, and possibilities of press

releases for the current projects—Adopt-A-Road and Fall Gala. The Public Information Specialist Maureen Buice would be the point of contact.

Communications Director Mitchinson responded in the affirmative.

Council Liaison Williams suggested newspaper exposure, printing an article in the News-Press, and possible media coverage at the meetings.

Advisor Mazurkiewicz reiterated that the Communications Director would be able to discuss these suggestions with the Public Information Specialist.

Discussion held regarding interviews with a local newspaper or news outlets.

Chair Benitez inquired about the suggestion of creating a Youth Council newsletter.

Communications Director Mitchinson responded that the one-page newsletter would feature articles of upcoming events and information to be distributed at the schools and other locations.

Chair Benitez offered to assist with the articles and newsletter development.

Advisor Mazurkiewicz recommended the placement of an article highlighting the Youth Council in the “On The Move” quarterly Community newsletter. He suggested that the Communications Director also discuss this item with the Public Information Specialist.

Discussion held regarding the Youth Council brochure and business card containing the mission, contact information, and Council’s highlights. The Members were provided with promotional printed material and pens to be distributed to their peers, schools, etc.

Chair Benitez recalled from past discussions the possibility of posting the Members’ bios on the City website.

Administrative Contact Griglin advised that this needed to be a collective group effort and commitment, headshots and brief bios would be required, and an email with the requirements would be forwarded to all before the next meeting.

Member Dougherty shared the idea of posting Youth Council posters at the Open Houses, Community Day, and other school related events to gain traction from students and clubs.

Chair Benitez agreed with creating more exposure at the schools and suggested to have a table at Open Houses and other events.

### **Bus Stop Movement Continued Discussion – Member Ico**

Chair Benitez suggested to move this topic to the next meeting for further discussion.

Advisor Mazurkiewicz reported the following:

- Update on the deployment of the benches – approx. 50 benches already installed
- Youth Council policing the areas of the benches adjacent to their schools
- Welcomed involvement of the Youth Council
- Ongoing program being developed

Chair Benitez stated that the Youth Council's involvement should contribute to the success of the Pilot Bus Stop Benches Program and Citizens' safety. She suggested to create a log and participation sign-up form for recordkeeping purposes.

### **Junior Project Discussion – Adopt-A-Road Update**

Chair Benitez summarized that the Youth Council approved a motion on May 10, 2019 to participate in the Adopt-A-Road program and the Board unanimously agreed to adopt the road on Cultural Park Boulevard. After the application was submitted, Administrative Contact Griglin learned that this road was not available in the program, as it was already being maintained by the mowing service. In the backup material a copy of the map showing the available areas were highlighted in red and marked with an "X." She informed them that the action required today would be to select an area north of Pine Island Road and at least one mile in length.

Discussion held regarding the new suggested road located at Santa Barbara Boulevard, the first mile north of Pine Island Road.

Member Dougherty agreed with the suggested road as it would provide steady exposure.

Member Bradish inquired about the future construction plans on the new suggested road.

Advisor Mazurkiewicz responded that the road was part of the ongoing construction plan and when this became a factor, the Board would postpone upkeep until construction completed. However, at this time the road was available to be adopted and maintained.

**Consensus agreed without objection to adopt the new selected road: Santa Barbara Boulevard, the first mile north of Pine Island Road.**

Administrative Contact Griglin agreed to resubmit the contract with the new road selection.

Discussion held regarding:

- Postponing the clean up date and time selection
- City providing material to pick-up trash and City would dispose of trash
- Availability of the Youth Center's van and Fun Mobile with solar power capabilities
- Advantages of traveling as a group in one vehicle
- No cost for using the van or Fun Mobile

### **Senior Project Discussion – Youth Council Fall Gala Update – Member Benitez**

Chair Benitez provided an update on the Youth Council Fall Gala details as follows:

- String Quartet, National Anthem Singer, and other performances
- Event date and location at Kiwanis Hall – pending approval by coordinator
- Decorations ideas and table centerpieces to match the City Blue color scheme
- Incorporating posters from “Blessings in a Backpack”

Advisor Mazurkiewicz requested a consensus to agree to start the creation of the flyer once the event date has been confirmed. This would facilitate the solicitation of sponsorships and sale of tickets.

**Consensus agreed without objection to approve the creation of the flyer for the Fall Gala for review and approval once the event date and location has been confirmed.**

Chair Benitez inquired if Communications Director Mitchinson would be interested in drafting the flyer for the Fall Gala, as well accompanying email and contacting news outlets to promote the event.

Communications Director Mitchinson agreed to create the flyer for review and approval.

Discussion held regarding sharing information between the event Chair and Communications Director, content for the flyer, and meeting within the Sunshine Law.

### **NEXT MEETING AGENDA TOPICS**

Chair Benitez suggested to place the following topics on the next meeting agenda:

- Florida Leagues of Cities Annual Conference Continued Discussion
- Bus Stop Movement Continued Discussion
- Junior Project Continued Discussion – Adopt-A-Road
- Senior Project Continued Discussion – Youth Council Fall Gala

### **REPORTS**

Advisor Mazurkiewicz, at the request of Council Liaison Williams, invited each Member to provide a brief introduction specifying which school they attended and their reason for volunteering.

Member Dougherty: Topic: Cape Coral High School student, she volunteered to be part of the local government and due to the importance for the youth to have a stance.

Member Figueroa: Topic: Oasis High School student, she became involved to work out of her comfort zone and become more involved with society.

Vice Chair Gorbanovski: Topic: Excused

Member Ico: Topic: Excused

Member German: Topic: Excused

Member Logan: Topic: Island Coast High School student, he joined to change

the concept that the youth was too young to be involved in governmental issues.

Member Nguyen: Topic: Excused

Member Orozco: Topic: Absent

Member Roh: Topic: Ida S. Baker High School student, she joined as she wanted to get involved in her community and gain more governmental exposure.

Member Russell: Topic: Excused

Member Ziegler: Topic: Excused

Member Bradish: Topic: Cape Coral High School student, he expressed that he wanted to learn more about the City government and be part of making a difference.

Member Cranford: Topic: Excused

Chair Benitez: Topic: Senior at Cape Coral High School, she recalled attending her first Youth Council meeting as a freshman, which peaked her interest and encouraged her to join. She now has a stronger connection with the Community.

### **REPORTS OF COUNCIL LIAISON AND ADVISORS**

Council Liaison Williams inquired about the appropriate title for the Youth Council Members.

Advisor Mazurkiewicz suggested that the title should be “young adults.”

Discussion held regarding why the Youth Council was originally created. The idea was to facilitate more youth involvement in local government affairs and minimize the gap of communications and interactions among the two groups.

Administrative Griglin reminded the Members to pick up their promotional material. She informed the new Members to complete the security awareness training to transition from using their personal emails to the City emails.

Advisor Mazurkiewicz provided the importance of completing this training. He shared the current hacking scenario that a Florida municipality has faced due to a security breach.

### **TIME AND PLACE OF FUTURE MEETINGS**

A regular meeting of the Cape Coral Youth Council was scheduled for Friday, July 12, 2019, at 3:00 p.m. in Council Chambers.

### **MOTION TO ADJOURN**

There being no further business, the meeting was adjourned at 4:24 p.m.

Submitted by,

Betty Castillo  
Recording Secretary

<b>Item Number:</b>	<b>6.A.</b>
<b>Meeting Date:</b>	<b>7/12/2019</b>
<b>Item Type:</b>	<b>ADVISOR PRESENTATION</b>

**AGENDA REQUEST  
FORM**  
CITY OF CAPE CORAL



**TITLE:**

Florida League of Cities Annual Conference Continued Discussion

**REQUESTED ACTION:**

**STRATEGIC PLAN INFO:**

1. Will this action result in a Budget Amendment?
2. Is this a Strategic Decision?  
If Yes, Priority Goals Supported are listed below.  
If No, will it harm the intent or success of the Strategic Plan?

**Planning & Zoning/Staff Recommendations:**

**SUMMARY EXPLANATION AND BACKGROUND:**

**LEGAL REVIEW:**

**EXHIBITS:**

**PREPARED BY:**

Division- Department-

**SOURCE OF ADDITIONAL INFORMATION:**

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
<input type="checkbox"/> FLC - 2019 Youth Council Program Registration Form Due 2019-07-12	Backup Material

## Betty Castillo

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**From:** Connie Griglin  
**Sent:** Wednesday, June 26, 2019 8:24 AM  
**To:** Amanda Benitez; Isabella Ico; Javier Orozco; Lisa Nguyen; Sasha Gorbanovski; lisanxsl@gmail.com; Sasha Gorbanovski; Ryan Logan; Ryan Logan; Jaden Bradish; Jaden Bradish; Devon Cranford; Devon Plays; Miranda Figueroa; Miranda Figueroa; Danays German; Danays German; Adyssa Roh; Dessa 001; Morgan D. Russell; Morgan Russell; ShaunMitchinson100@gmail.com; Shannon Dougherty; Shannon Dougherty; Payton Ziegler; Payton Ziegler  
**Cc:** Austin O'Brien; Joe Mazurkiewicz; Mark Cagle; Richard Williams; Betty Castillo  
**Subject:** 2019 Florida League of Cities Youth Council Program  
**Attachments:** 2019 FLC Youth Council Program 8.17.2019.pdf

Youth Council Members:

At our last two Youth Council meetings, we have been discussing the Florida League of Cities Annual Youth Council Program. It is being held on Saturday August 17, 2019, at the Orlando World Center Marriott in Orlando, Florida from 8:30 a.m. – 4:30 p.m. To give you a little background, youth councils from throughout the state participate in this conference to share ideas, attend educational workshops and sessions, discuss strategies for Florida's future, determine League policies, and visit the Municipal Marketplace.

The registration fee which will include the keynote presentation, lunch and youth-targeted sessions is being paid out of the youth council budget fund. We are planning to partner together with the Fort Myers Youth Council to drive up on the same bus.

In order for us to start registering members and get a head count for the bus, upon acceptance, we need full commitment that you intend to go.

Please complete the attached form in entirety. The form has been saved so that it can be filled out once opened, save to your device and then email back to me at [cgriglin@capecoral.net](mailto:cgriglin@capecoral.net) or hand deliver to me at a Youth Council meeting **no later than July 12.**

If anyone has any additional questions, please feel free to reach out to me directly.

Thank you ~

**Connie Griglin**  
Legislative Executive Assistant to the Council  
City of Cape Coral  
1015 Cultural Park Blvd.  
Cape Coral, FL 33990  
239-574-0437



# 2019 Florida League of Cities Youth Council Program

**Saturday, August 17, 2019 | 8:30 a.m. - 4:30 p.m.**

Youth councils from throughout the state are invited to participate in this annual conference. Attendees will learn about issues facing municipalities across the country and have the opportunity to network with other Florida youth councils. This is a great opportunity that no one should miss.

The registration fee which will include the keynote presentation, lunch and youth-targeted presentations is being paid out of the youth council budget funds. We are also planning to partner together with the Fort Myers Youth Council to drive up on the same bus to FLC Annual Conference.

In order for us to start registering members and get a head count for the bus, upon acceptance, we need full commitment that you intend to go.

Please complete the form below in entirety. The form has been saved so that it can be filled out once opened, save to your device and then email back to me at [cgriglin@capecoral.net](mailto:cgriglin@capecoral.net) or hand deliver to me at the Youth Council meeting.

Youth Council Member's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency contact person(s): \_\_\_\_\_

Emergency contact person(s) phone #(s): \_\_\_\_\_

**Item Number:** 9.C.  
**Meeting Date:** 7/12/2019  
**Item Type:** BUSINESS

**AGENDA REQUEST FORM**  
CITY OF CAPE CORAL



**TITLE:**

Senior Project Continued Discussion - Youth Council Fall Gala

**REQUESTED ACTION:**

**STRATEGIC PLAN INFO:**

1. Will this action result in a Budget Amendment?
2. Is this a Strategic Decision?
  - If Yes, Priority Goals Supported are listed below.
  - If No, will it harm the intent or success of the Strategic Plan?

**Planning & Zoning/Staff Recommendations:**

**SUMMARY EXPLANATION AND BACKGROUND:**

**LEGAL REVIEW:**

**EXHIBITS:**

**PREPARED BY:**

Division- Department-

**SOURCE OF ADDITIONAL INFORMATION:**

**ATTACHMENTS:**

Description	Type
<input type="checkbox"/> Flyer 1	Backup Material
<input type="checkbox"/> Flyer 2	Backup Material
<input type="checkbox"/> Flyer 3	Backup Material
<input type="checkbox"/> Instagram Post 1	Backup Material
<input type="checkbox"/> Instagram Post 2	Backup Material
<input type="checkbox"/> Instagram Post 3	Backup Material



# FALL GALA

CAPE CORAL YOUTH COUNCIL

## NIGHT OF CELEBRATION

SEPTEMBER 14th, 2019

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STARTS AT 6PM // FOOD & DRINKS

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KIWANIS HALL - 203 SANTA BARBARA BLVD, CAPE CORAL, FL

# FALL GALA

**The Cape Coral Youth Council Presents:  
The 2019 Youth Council Fall Gala**

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**14TH SEPTEMBER 2019**

**KIWANIS HALL  
203 SANTA BARBARA BLVD, CAPE CORAL, FL**

**YOUTH TICKETS \$5 | ADULT TICKETS \$30  
BUSINESS CASUAL ATTIRE**





# FALL GALA

**The Cape Coral Youth Council Presents:  
The 2019 Youth Council Fall Gala**

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**14TH SEPTEMBER 2019**

**KIWANIS HALL  
203 SANTA BARBARA BLVD, CAPE CORAL, FL**

**YOUTH TICKETS \$5 | ADULT TICKETS \$30  
BUSINESS CASUAL ATTIRE**



CITY OF CAPE CORAL

# YOUTH COUNCIL FALL GALA

BUSINESS CASUAL ATTIRE  
AT THE KIWANIS HALL, 6 PM  
ON SEPT 14, 2019

PROGRAM DETAILS TO FOLLOW







THE CAPE CORAL YOUTH COUNCIL  
INVITES YOU TO THE

# YOUTH COUNCIL FALL GALA



September 14, 2019 • 6pm

THE KIWANIS HALL  
360 Santa Barbara Blvd, Cape Coral  
Florida

THE CAPE CORAL YOUTH COUNCIL

# *Fall Gala*

SEPT  
14  
2019

Kiwanis Hall  
230 SANTA BARBARA BLVD.  
CAPE CORAL, FLORIDA

6:00  
EVENING