



CITY OF TITUSVILLE  
STUDENT ADVISORY COUNCIL  
AGENDA

Regular Meeting

September 16, 2025 - 4:00 PM

Council Chamber at City Hall

555 South Washington Avenue, Titusville, FL 32796

Any person who decides to appeal any decision of the Student Advisory Council with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings be made, which record includes the testimony and evidence upon which the appeal is to be based.

The City desires to accommodate persons with disabilities. Accordingly, any physically handicapped persons, pursuant to Chamber 286.26 Florida Statutes, should, at least 48 hours prior to the meeting, submit a written request to the chairpersons that the physically handicapped person desires to attend the meeting.

**1. CALL TO ORDER**

**2. DETERMINATION OF A QUORUM**

**3. COMMENTS FROM THE PUBLIC PRESENT**

**4. APPROVAL OF MINUTES**

**A. Minutes**

Approve the minutes of the Student Advisory Council meeting on August 19, 2025.

**5. NEW BUSINESS**

**A. Presentation by City Attorney's Office**

State's Sunshine Laws (Florida Statutes) and Robert's Rules of Order (Guidelines for conducting public meetings).

**B. Host a Youth Leadership Seminar in Spring of 2026**

Begin planning using the planning guide in the meeting agenda packet. Take on assignments. Select date options for seminar.

**C. Host a Clothes Drive**

Begin planning the clothes drive. Discuss when, where and how you want to take on this project.

**D. Volunteer Project with Elementary School Students**

Begin planning the project. Discuss when, where and how you want to take on this project.

**6. OLD BUSINESS**

**7. MEMBER REPORTS**

**8. STAFF LIAISON REPORT**

**A. Action Items**

**B. Informational Items**

1. Boards and Commissions Recognition Dinner
2. Council Budget
3. Attendance at Meetings
4. Polo Shirt Order Form
5. Media Waiver Release

**9. ADJOURNMENT**

**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Student Advisory Council  
**From:** Emily Campbell, Sr. Administrative Assistant  
**Subject:** **Minutes**  
**Department/Office:** City Clerk

**Recommended Action:**

Approve the minutes of the Student Adviosry Council meeting on August 19, 2025.

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

**Strategic Plan Impact:**

**ATTACHMENTS:**

1. Draft SAC Minutes 8-19-2025

Student Advisory Council  
Regular meeting  
August 19, 2025

The 2025/2026 Student Advisory Council (SAC) met in regular session on Tuesday, August 19, 2025 in the Council Chamber, 2<sup>nd</sup> Floor, City Hall, 555 South Washington Avenue, Titusville, Florida. Co-Chairperson Peyton Redfern called the meeting to order at 4:00 p.m.

Present were Co-Chairperson Peyton Redfern, Co-Chairperson Kaden Ramos, Vice-Chairperson Sydney Lelle and Members Christa Sims, Grace Barraza, Luke Donhoff and Ava Sperr were present. Co-Chairperson Cadyn Fiebig and Alexis Peer were absent.

Also present was City staff Liaison Emily Campbell.

xxx

COMMENTS FROM THE PUBLIC PRESENT – None.

xxx

#### MINUTES

##### Motion:

Vice-Chairperson Sydney Lelle moved to approve the minutes of the regular Student Advisory Council (SAC) meeting of April 15, 2025, as submitted. Member Christa Sims seconded the motion and it carried unanimously.

xxx

#### NEW BUSINESS –

Welcome 2025-2026 Student Advisory Council (SAC)! – Member introductions. Also, meet the School Advisors, City Staff Liaison, etc.

xxx

SAC's Purpose and Orientation Packet – SAC Members should review the packet prior to your 1st meeting (did everyone receive the orientation packet?). Take this opportunity to ask questions on the packet's contents, review the purpose of your Council as a government advisory board, etc.

xxx

Assignment of Vice-Chairperson and Secretary Positions – Per City Resolution No. 5-2023, your Council will assign members of its cabinet to the positions of Vice-Chairperson, Secretary, and any other officers that your Council deems appropriate.

Council decided to keep the positions the same as last year with Sydney Lelle as Vice-Chairperson and Christa Sims as Secretary.

xxx

2025/2026 Goals/Recommendations – Chairpersons: staff suggests providing background info (for new members) on each goal. The 2024/2025 Annual Report to City Council (Orientation Packet) may provide useful background info. Then, begin discussing, planning, and taking on individual elective tasks to complete the 3 goals or projects shown below. Secure all details, such as event dates and locations, deadlines, costs, commitments from outside agencies, etc. Projects typically require SAC members to individually complete simple or easy, but important tasks outside of your meetings.

1. Host a Youth Leadership Seminar in Spring 2026
2. Host a Clothes drive
3. Volunteer project with elementary school students

xxx

MEMBER REPORTS – Student Advisory Council (SAC) Members may individually share info they feel may benefit other SAC members, the community, etc.

xxx

#### STAFF LIAISON REPORT

A. Action items – None.

B. Informational Items

1. Council Budget – For your information: the available funding for SAC projects (Council Reserve Project GF2103) was included in this agenda packet.
2. Attendance at Meetings – Reminder (your responsibility) please be aware of City Ordinance (local law) and the SAC Scholarship Policy provide the City’s policy on board member and SAC scholarship attendance requirements. This info was provided to each school and SAC Members in the orientation packet.
3. Polo Shirt Order Form – For Students that do not have a SAC polo shirt (dark blue with white embroidery), please submit your order form and shirt size to the CityStaff liaison, Emily Campbell (form provided in the orientation packet).

4. Media Waiver Release – New SAC Members: please submit your completed form (included in the orientation packet) to City staff Liaison Emily Campbell.
5. Meeting Agendas & Delivery Methods – Following the first SAC meeting on August 19, 2025, the monthly meeting agenda will be emailed to you at least five (5) calendar days prior to each meeting; however, emails are sometimes undeliverable. To this, it is each SAC Member’s responsibility to get and review meeting agendas prior to your meetings. Another option - pick-up hardcopy of the SAC meeting agenda from City Hall (Information Desk). A hardcopy of the agenda will also be available at meetings.

xxx

#### ADJOURNMENT

With no further business to discuss, the meeting adjourned at 4:17 p.m.

**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Student Advisory Council  
**From:** Emily Campbell, Sr. Administrative Assistant  
**Subject:** **Presentation by City Attorney's Office**  
**Department/Office:** City Clerk

**Recommended Action:**

State's Sunshine Laws (Florida Statutes) and Robert's Rules of Order (Guidelines for conducting public meetings).

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

**Strategic Plan Impact:**

**ATTACHMENTS:**

1. (22) FL Sunshine Law powerpoint
2. (23) Roberts Rules Of Order (002)

# FLORIDA SUNSHINE LAW

Wanda Wells,  
City Clerk

## Florida's Government in the Sunshine Law

- Open Meetings Law – Florida Statutes Section 286.011
- Public Records Law – Florida Statutes Chapter 119

## Sunshine Law/Open Meetings Law

- Formally enacted in 1967
- Basic Premise – establishes the public's basic right of access to governmental proceedings.
- All meetings of a board of commission of a state agency... or municipal corporation... at which official acts are to be taken are declared to be public meetings open to the public at all times.

## Requirements

- Meetings must be open to the public.
  - *Meetings shall not be held at a facility providing limited access or where there may be a "chilling" effect on the public's willingness to attend.*
- Reasonable notice of such meetings.
- Minutes of the meeting must be taken.

## Applicability

- Public Officers
  - *Elected Officials*
  - *Appointed members of boards, commissions, authorities, etc.*
  - *Members Elect*
- Staff members are NOT subject to Sunshine Law
- Members of two different boards are not subject to Sunshine Law

## Applicability

- Social Gatherings
- Telephone Conversations
- Written Communications (including e-mails and fax)

# Basic Roberts Rules Of Order

## *For use for reference during meetings*

<b>AGENDAS</b> A typical agenda includes...	<b>TYPICAL LANGUAGE USED BY PERSON RUNNING MEETING</b>
Call To Order	"I call this meeting to order"
Roll Call	"Will the secretary please do roll call?"  "We have a quorum. Will the secretary please read the minutes of the last meeting"
Reading & Approval of Minutes	"Are there any corrections to the minutes?"  "If there are no corrections, the minutes stand approved".
Reports of Officers	"We'll now move to the officer's reports. Will the treasurer, Jane Doe please read/submit their report.  "Are there any questions concerning the treasurer's report? (if none) Will the Vice President now give their report?
Unfinished Business	"We'll now move on to unfinished business. At the last meeting..."
New Business	"The meeting is now open for new business"  "It has been moved and seconded that.....is there any further discussion?"  "We will now vote on that motion that...Al in favor say "Aye". All opposed say "Nay". The motion has passed.
Announcements	"Are there any announcements?" The next meeting will be held on....."
Adjournment	"May I please have a motion to adjourn the meeting?"

### HANDLING MOTIONS

Member says, "I move that....". Another member seconds the motion, or chair asks, "is there a second?"

Chair states motion and asks for discussion.

Members enter into a debate. Make of motion has first right of floor. Debate only on merits of motion.

Debate is closed when no members seek further discussion.

Chair puts motion to vote.

Chair announces results of vote.

### WHAT MINUTES MUST INCLUDE

- The kind of meeting begin held..regular, special, etc.
- The name of club
- Date, time and place of meeting
- Names of person running meeting
- Names of everyone in attendance.
- Approval of past meeting minutes with any corrections.
- Summaries of reports from officers.
- Exact final working of all motions with names of movers and seconders.
- Results of all votes.
- Points of order raised an appeals made, with the chair's ruling on each.
- Announcements.
- The time of adjournment.
- The signature of the secretary or person who took minutes.

**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Student Advisory Council  
**From:** Emily Campbell, Sr. Administrative Assistant  
**Subject:** **Host a Youth Leadership Seminar in Spring of 2026**  
**Department/Office:** City Clerk

**Recommended Action:**

Begin planning using the planning guide in the meeting agenda packet. Take on assignments. Select date options for seminar.

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

**Strategic Plan Impact:**

**ATTACHMENTS:**

1. 2026 Leadership Action Plan and Scripts\_Status 9.9.26

**City of Titusville  
2025/2026 Student Advisory Council (SAC)**

*Youth Leadership Seminar*  
**Draft/Working Planning Guide**

**Goal:** *Students will learn and use leadership skills for successful interaction with others. Listen, ask, reflect, equip, support, motivate, and inspire others.*

**Core Planning Items**

1. **Seminar Date:** Thursday, March 12, 2026
2. **Venue/Location:** *Hospital/Parrish Medical, 951 N. Washington Ave. (Conference Rooms 2-5)*
3. **Facilitator:** *Student Advisory Council*
4. **Seminar Format:** **In-person** and combo of **lecture** and **interactive**
5. **Main Activity Theme:** *Sustainability Planner Lily Galleo will provide options at the October 21 SAC meeting*
6. **Keynote Speakers on LEADERSHIP**/in general (if desired and how many?): **Three ?**

**6. Keynote (Guest) Speakers**

**SAC members need to seek out guest speakers for the leadership seminar. Three time options available to choose from.**

- 9:00 - 9:20 a.m.**
- 12:20 -12:40 p.m.**
- 2:10 – 2:30 p.m.**

Next, obtain or create a brief biography for each keynote speaker and facilitator (use during introductions). Email speaker bios to City Liaison Emily Campbell at **Emily.Campbell@Titusville.com**.

2026 Guest Speaker & their contact info	Who's Responsible for contact and biography (brief intro)	Has biography been received?
<b>9:00 AM – 9:20 AM</b>		

<b>12:20 PM – 12:40 PM</b>		
<b>2:10 PM – 2:30 PM</b>		

**7. Main Activity Plan:**

Sustainability Planner Lily Galleo will provide options at the October 21 SAC meeting

**8. Peer Applications –**

Due January XX, 2026

**9. Publicity** (Start by Sept/Oct. 2025).

**10. Donations and Door Prizes**

- Decide whether to seek donation assistance to hold the event (breakfast foods, drinks, snacks, etc.)?
- **Decide whether to distribute door prizes** (gift certificates, t-shirts, gift baskets, etc.)?
- **Distribute goody bags** (candy and misc. freebies)?
- SAC members should have the **merchant letter** from the City on-hand before approaching businesses for donations.

Ideas:

1. Contact grocery stores, Wal-Mart, SAMS, BJ's, etc. for snacks, water, soda, etc.
2. Individual donations (Checks payable to the City of Titusville)
3. Donations from donut shops (breakfast), restaurants, department stores, movie theaters, bowling alley, coffee shops, apparel stores, airboat rides, etc.
4. Letters to major attractions on City letterhead.

Who is doing what? (Elective tasks necessary to support goals): \_\_\_\_\_

**11. Ice Breaker Exercise – Pasta and Marshmallows (Who will facilitate)**

Each group has spaghetti, and Marshmallows. The challenge is to build with them, within 5-10minutes range, a self-sustaining structure with the Marshmallow on top of it. The winner is the group that achieve the maximum height between the Marshmallow and the table.

**12. Food - Breakfast, Lunch, Snacks and Drinks**

- **Head count** including all students, the facilitator, advisors and city staff

- **How will you feed your guests?**
  - Breakfast – Breakfast from Publix
  - Lunch: Provided by Parrish Medical Center
  - Snacks – Publix
  - Drinks – Publix
  - Plastic ware, cups, napkins, paper plates, mints/candies, garbage bags -
  - Big Coolers needed? Who can bring them? **Callie**
  
- **If seminar at hospital, confirm the hospital can provide:**
  - Coffee in morning – hospital
  - Ice - hospital
  - Hospital comfort cart or cooler to store drinks inside prior or during the event – UNSURE
  - **Lunch** – (XX boxed lunches)

**13. POSSIBLE VISITORS DURING SEMINAR (Make them feel welcome!)**

Welcome, find them a seat, be attentive.

**City Council - Mayor Andrew Connors, Vice-Mayor Herman Cole, and City Council Members JoLynn Nelson, Megan Moscoso and Sarah Stoeckel  
City Manager – Tom Abbate**

**14. Venue Set-up – Supplies - Equipment***(Hospital contact Jackie Hurley 268-6122 or Lisa Cavallero 225-7641)**(PMC Security Office x6565. Can ask the concierge to call Security)***Items SAC/the City Must Bring to Seminar**

- 1 laptop
- 1 flash drive (for misc.)
- Main activity supplies!! (coordinate w/Planning)
- Extra pencils/pens/paper
- Name tags
- Welcome packets/info inside
- Donations
- Ticket Stubs for door prizes
- Sign-In Sheets
- Certificates: participants
- Certificates: Guest speakers
- Green Registration table sign with stars
- Sunshine notice at City Hall
- Foods (Breakfast/Snacks/Drinks/Candy)
- Updated Scripts for all SAC!!
- Serving trays
- Coolers (Who??)

**Items Hospital is Providing**

- American Flag
- Tables and chairs
- Podium
- Microphone
- Projector and projection screens
- Audio for room
- Internet

**Hospital Policy\*\*\*\*****No decorations or banners attached to walls****Must Purchase????**

- Snacks and drinks
- cups
- napkins
- small paper plates
- plastic forks and knives
- juices

**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Student Advisory Council  
**From:** Emily Campbell, Sr. Administrative Assistant  
**Subject:** **Host a Clothes Drive**  
**Department/Office:** City Clerk

**Recommended Action:**

Begin planning the clothes drive. Discuss when, where and how you want to take on this project.

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

**Strategic Plan Impact:**

**ATTACHMENTS:**

None

**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Student Advisory Council  
**From:** Emily Campbell, Sr. Administrative Assistant  
**Subject:** **Volunteer Project with Elementary School Students**  
**Department/Office:** City Clerk

**Recommended Action:**

Begin planning the project. Discuss when, where and how you want to take on this project.

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

**Strategic Plan Impact:**

**ATTACHMENTS:**

None

**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Student Advisory Council

**From:**

**Subject:** Informational Items

**Department/Office:**

**Recommended Action:**

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

**Strategic Plan Impact:**

**ATTACHMENTS:**

None

**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Student Advisory Council  
**From:** Emily Campbell, Sr. Administrative Assistant  
**Subject:** **Boards and Commissions Recognition Dinner**  
**Department/Office:** City Clerk

**Recommended Action:**

The Boards and Commissions recognition dinner is on October 9, 2025 at 6:00 p.m. at Indian River Preserve Golf Club (3950 Club House Drive, Mims, FL 32754). All members and advisors were invited, please RSVP if you plan on attending.

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

**Strategic Plan Impact:**

**ATTACHMENTS:**

None

**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Student Advisory Council  
**From:** Emily Campbell, Sr. Administrative Assistant  
**Subject:** **Council Budget**  
**Department/Office:** City Clerk

**Recommended Action:**

For your information: the available funding for SAC projects (Council Reserve Project GF2103) is included in this agenda packet.

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

**Strategic Plan Impact:**

**ATTACHMENTS:**

1. 2025 Student Advisory Council Budget Report

**Student Advisory Council Budget Report**  
**Updated: FY 2025**

**2025/2026**

**The Student Council Reserve Project GF2103**  
**(requires City Council approval)**

**\$2,205.31**

City of Titusville  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Student Advisory Council  
**From:** Emily Campbell, Sr. Administrative Assistant  
**Subject:** **Attendance at Meetings**  
**Department/Office:** City Clerk

**Recommended Action:**

Reminder (your responsibility) please be aware of City Ordinance (local law) and the SAC *Scholarship Policy* provide the City's policy on board member and SAC scholarship attendance requirements. This info was provided to each school and SAC Members in the orientation packet.

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

**Strategic Plan Impact:**

**ATTACHMENTS:**

1. (15-18) Scholarship Award Policy\_Signed\_

# **SCHOLARSHIP AWARD POLICY**

## **STUDENT ADVISORY COUNCIL**

### **Background**

Since 1993 the City of Titusville has partnered with the Titusville High School and Astronaut High School for the implementation of the Titusville Student Advisory Council (TSAC). Students from the home school environment also participate on the Council. The TSAC allows these young people to undertake a variety of important projects targeted for the benefit of the youth of our community, as well as providing an opportunity to potentially inspire this next generation of civic leaders to get involved in their local governments.

In recognition of the efforts of the members of the TSAC and as an ability to encourage other students to fill vacancies on this important council, Titusville City Council at its December 9, 2008 meeting authorized the City Manager to award a scholarship program for members of the TSAC.

### **Qualification Guidelines**

1. The student must actively participate in the projects and events sponsored by the TSAC. Examples of active participation include: diligent and committed involvement in undertaking and timely completing tasks required to successfully carry out the activities and projects undertaken by the Council (as determined by the staff liaison and/or school advisors).
2. Physically (in-person) attend at least 75% of regular and special meetings of the Council during the TSAC's term, commencing in August of each calendar year and ending after the presentation of the TSAC's annual report to City Council in April of the same term. Special meetings authorized by City Council during summer months do not count toward the scholarship qualification guidelines.
3. Exhibit a cooperative, enthusiastic and respectful attitude toward Council members, advisors and liaisons (as reported by the staff liaison and/or school advisors).
4. Exceptions. Based upon extraordinary circumstances, the City Manager retains the right and responsibility as the final arbitrator of scholarship qualifications and to make determinations contrary to and/or waive one or more of the qualification requirements noted above.

### **Scholarship Remuneration**

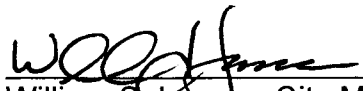
1. The total amount of scholarships awarded annually cannot exceed \$3,000.00.
2. Each TSAC member may qualify for \$250.00 per year of participation on the Council, with a total scholarship not to exceed \$1,000.00 per member.

3. The (accumulated scholarship) shall be awarded to each Council member only during their graduating (senior) year of high school.
4. Scholarships shall be awarded following City Council's approval or acceptance of the TSAC's annual report each calendar year.

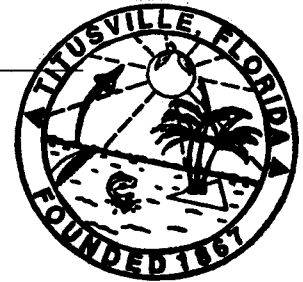
**Process**

1. A copy of the scholarship guidelines and applicable forms will be provided to incoming TSAC members as part of their introductory membership packet each August.
2. Annually at the SAC's final April meeting, the TSAC liaison shall provide each TSAC member with a statement attesting whether the student met the scholarship qualification guidelines for that year.
3. It is the responsibility of any senior TSAC member to submit an application request (form attached) to the TSAC liaison for accrued scholarship award, with the prior annual attesting forms attached. The application must be received no later than March 1 of the year of their graduation.
4. Staff will provide the City Manager with a list of qualified graduating TSAC members, along with the total amount of the scholarship award for each member.
5. Once authorized to proceed by the City Manager, a Report to Council will be prepared (no later than the second Council meeting in March), requesting Council's approval of the expenditure.
6. Upon approval of City Council, staff will submit the necessary paperwork to the Finance Department for preparation of the individual checks.
7. The checks will be presented by the Mayor at Council's second meeting in April at the conclusion of the annual report presentation by the Student Advisory Council.

Policy Approval:

  
 \_\_\_\_\_  
 William S. Larese, City Manager

263-119  
 \_\_\_\_\_  
 Date



**STUDENT ADVISORY COUNCIL SCHOLARSHIP AWARD  
REQUEST FOR SCHOLARSHIP DISBURSEMENT**

**Date:** \_\_\_\_\_

**Name of Student:** \_\_\_\_\_

**Social Security Number (mandatory):** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Contact Telephone Number:** \_\_\_\_\_

**Scholarship Amount Request: \$**\_\_\_\_\_

**SAC Membership Years:** \_\_\_\_\_  
**(Annual attesting forms from staff liaison MUST be attached)**

**Approved for disbursement:**

\_\_\_\_\_  
**Signature of City Manager**

\_\_\_\_\_  
**Date**



**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Student Advisory Council  
**From:** Emily Campbell, Sr. Administrative Assistant  
**Subject:** **Polo Shirt Order Form**  
**Department/Office:** City Clerk

**Recommended Action:**

For Students that do not have a SAC polo shirt (dark blue with white embroidery), please submit your order form and shirt size to the City Staff liaison, Emily Campbell (form provided in the orientation packet).

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

**Strategic Plan Impact:**

**ATTACHMENTS:**

1. (6) SHIRT ORDER FORM 6.30.25

# STUDENT ADVISORY COUNCIL SHIRT ORDER FORM



**EMBROIDERED POLO NAVY BLUE**

**PRICE \$25 EXTENDED SIZES 2XL AND 3XL \$2 MORE**

**Note to students: The City will pay the cost for this polo shirt (one or two times over a possible 4-years of serving on the City's Student Advisory Council)**

Student Name \_\_\_\_\_ Date \_\_\_\_\_

SM \_\_\_\_\_ MD \_\_\_\_\_ LG \_\_\_\_\_ XL \_\_\_\_\_ 2XL \_\_\_\_\_ 3XL \_\_\_\_\_

**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Student Advisory Council  
**From:** Emily Campbell, Sr. Administrative Assistant  
**Subject:** **Media Waiver Release**  
**Department/Office:** City Clerk

**Recommended Action:**

New SAC Members: please submit your completed form (included in the orientation packet) to City staff Liaison Emily Campbell.

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

**Strategic Plan Impact:**

**ATTACHMENTS:**

1. (26) WAIVER Master Sept 2013 - 2021



# WAIVER-DISCLAIMER

CITY OF TITUSVILLE

555 SOUTH WASHINGTON AVENUE; TITUSVILLE, FL 32796

Print Name: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

Program Title: **For All Student Advisory Council Sponsored Activities**

## RELEASE:

I hereby consent to the recording, broadcast(s) of my name, voice and/ or likeness over the facilities of the City of Titusville Government Television Station and internet. My name, voice and/ or likeness may also be used in promoting broadcast(s). I represent that I am at least eighteen (18) years of age and have the right to consent to this agreement. If I am under the age of eighteen (18), my parent or guardian has consent to my participation and his/her signature confirms consent. I agree to accept no compensation for my appearance and I release the City of Titusville its municipality, charter officer, and their agents and assigns from any and all liabilities for any violation of any personal or property rights which I might have a connection with such materials. I further agree to indemnify and hold harmless the City of Titusville its municipality, charter officer and their agents and assigns and any licensees of the aforementioned against any liability, loss, or other injury whatsoever caused by or arising out of my appearance on the program or any utterance made by me on the program or the use of any materials furnished by me for use by me for use on the program, including reasonable costs and attorney's fees. The City of Titusville permitting me to appear on the program shall constitute its approval of this agreement.

## AUTHORIZATION TO AIR:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Relation (parent, guardian, self)

\_\_\_\_\_  
Date/Time

\_\_\_\_\_  
(PLEASE PRINT NAME)