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CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT MUNICIPAL COMPLEX
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7070
CITY COUNCIL WORKSESSION AGENDA
October 12, 2021
STATEMENT OF MEDIA NOTIFICATION

"In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, all local media was duly notified of the time, date, place and agenda of this meeting."

WORKSESSION - City Hall, Planning Conference Room, 1st Floor - 5:00 PM

Please note, this meeting will be broadcasted via zoom and live streamed on Facebook. You can view the meeting at the City's page; City Beaufort SC

I. CALL TO ORDER

A. Stephen D. Murray III, Mayor

II. PRESENTATION

A. Housing Trust, Eric Greenway, Beaufort County Administrator

III. DISCUSSION ITEMS

A. Proposed changes to the Parks and Tree Advisory Committee Ordinance

IV. EXECUTIVE SESSION

A. Pursuant to Title 30, Chapter 4, Section (70) (a) (2) of the South Carolina Code of Law: Discussion regarding Contractual Services



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 10/1/2021
FROM:
AGENDA ITEM
TITLE: Housing Trust, Eric Greenway, Beaufort County Administrator
MEETING
DATE: 10/12/2021
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR:

REMARKS:



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 10/4/2021
FROM: Bill Prokop, City Manager
AGENDA ITEM TITLE: Proposed changes to the Parks and Tree Advisory Committee Ordinance
MEETING DATE: 10/12/2021
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

Proposing changes to the membership criteria and terms of service.

PLACED ON AGENDA FOR: Discussion

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance	Backup Material	10/6/2021

ORDINANCE

AMENDING PART 3, CHAPTER 3, SECTION 3-3002 CREATION AND ESTABLISHMENT OF BOARD; AND SECTION 3-3003 TERMS, OF THE CODE OF ORDINANCES OF THE CITY OF BEAUFORT, SOUTH CAROLINA,

WHEREAS, the City of Beaufort has established a Park and Tree Advisory Commission to comply with the requirements from Tree City USA; and

WHEREAS, it is necessary to change the composition of the Board as written; and

WHEREAS, staff has prepared an amendment that revises Part 3, Chapter 3, Sections 3-3002 and 3-3003 of the Code of Ordinances;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Beaufort, South Carolina, duly assembled and by authority of same, that Chapter 3 Sections 3-3002 and 3-3003 of the *Code of Ordinances of the City of Beaufort, South Carolina*, "Park and Tree Advisory Commission," be amended by replacing the current language with the below:

CHAPTER 3. PARK AND TREE ADVISORY COMMISSION

Section 3-3001 Definitions

Street trees are herein defined as all woody vegetation located in the right-of-way of all publicly owned streets within the city.

Park trees are herein defined as all woody vegetation which is located in publicly owned parks and open spaces within the city.

Section 3-3002. Creation and Establishment of Board.

There is hereby created and established the Parks and Tree Advisory Commission for the City, which shall consist of five (5) members who are either residents of the City of Beaufort, own property within the City, or either hold or are associated with a business that holds a current City of Beaufort business license. Members shall be appointed by the City Council. The Park and Tree Advisory Commission shall include two (2) Master Gardeners, one (1) Design Professional/Landscape Architect/Landscaper, and two (2) Citizen Representatives. If a Design Professional is not available, the commission may utilize the services of a city approved certified arborist. (Right now, it reads: 1 Certified Arborist, 2 design professionals and 2 citizen representatives)

Section 3-3003. Terms.

All terms shall be for three years. All terms will expire on June 30 of the applicable year. At the end of a term, City Council may re-appoint a Commission member for another term. Council retains the authority to remove any member of the Commission for cause. In the event a vacancy occurs during the term of any member, a successor shall be appointed by City Council and will serve out the remainder of the unexpired term. Terms shall be staggered.

Section 3-3004. Compensation.

Members of the commission shall serve without compensation. Members may be reimbursed for actual expenses incurred in the performance of their duties from available funds approved in advance by the administrator.

Section 3-3005. Duties and Responsibilities.

It shall be the responsibility of the commission to maintain and periodically update, an urban forestry management plan which supplements and corresponds with the comprehensive plan for the city. The management plan shall define the species of trees to be utilized as street, easement, right-of-way, and park trees when appropriate. It will specify the best practices and horticultural requirements for the planting, maintenance, and preservation of said trees. It shall provide to the city manager, as requested, an assessment of the city parks and will make recommendations as to improvements, decommissioning, and/or the commissioning of parks and public open spaces within the city. It shall be responsible for the planning of the annual Arbor Day celebration and will recommend necessary procurements. It will be responsible for the maintenance of the requisite data for recertification by the Arbor Day Foundation of the city as a Tree City USA. It shall make recommendations to the city council for the prioritized allocation of monies from within the city's tree fund account on an annual basis.

Section 3-3006. Operation.

The commission shall elect a chairperson and a vice-chairperson from its members who shall serve for one (1) year or until reelected, or until a successor is elected. The commission shall make its own rules and regulations and keep minutes of its proceedings. A simple majority of the available members shall constitute a quorum for the transaction of business. All meetings of the commission shall be open to the public. Commission members may attend any regular, special, or emergency meeting of the commission by telephonic or other electronic means, and shall be considered present for all purposes, if the meeting has been properly noticed, and all commission members and members of the public can hear the public proceedings and be heard. Any number of commission members, including all, may attend telephonically or by other electronic means. Commissioners in attendance by telephonic or other electronic means shall have all rights, including, but not limited to, the right to make motions, second motions, and discuss and vote on all matters under consideration by the commission. All procedural rules of the commission shall be revised in order to permit and allow for electronic meetings.

Section 3-3007. Reserved.

Section 3-3008. Review by City Council.

The City Council shall have the right to review the conduct, acts and decisions of the Park and Tree Advisory Commission. Any person may appeal any ruling of the Commission to the City Council who may hear the matter and make final disposition of same.

This Ordinance shall become effective immediately upon adoption.

Stephen D. Murray III, Mayor

Attest

Traci Guldner, City Clerk

First Reading _____

Second Reading and adoption _____

Approved in Form _____

William B. Harvey, III, City Attorney