

Ordinance Number ORD-2018-19

## ORDINANCE

To enact an amended Article I of Chapter 34 – the Community Development Ordinance, to authorize a City Tree Advisory Board to manage trees on City-owned property, and to limit the authority of the Keep Douglasville Beautiful Board to efforts not involving trees on City- owned property; to repeal any conflicting ordinances; to provide an effective date; and other purposes.

BE IT ORDAINED by the Mayor and City Council of Douglasville, Georgia, and it is hereby ordained by the authority thereof as follows:

### SECTION ONE

Article I of the Community Development Ordinance of the Code of the City of Douglasville is amended to read as follows:

#### ARTICLE I. - IN GENERAL

#### DIVISION 1. - KEEP DOUGLASVILLE BEAUTIFUL BOARD

##### **Sec. 34-1. - Establishment; purpose.**

This article establishes a Keep Douglasville Beautiful Board for the purpose of assisting the mayor and city council in establishing a city-wide policy for beautification projects and other environmental issues, but excluding the management of trees on City-owned property.

##### **Sec. 34-2. - Short title; citing ordinance.**

This article shall be known as "The Keep Douglasville Beautiful Board Ordinance of the City of Douglasville, Georgia," and shall be cited as "Keep Douglasville Beautiful."

##### **Sec. 34-3. - Membership.**

- (a) The Keep Douglasville Beautiful Board shall be comprised of an eight-member board, all of whom are residents of Douglas County or have a business in Douglasville. Each board member shall be appointed by vote of the city council and mayor, and shall serve in an advisory capacity. Each member of the board shall be appointed to one of eight designated posts numbered 1 through 8. The Keep Douglasville Beautiful Board will also have an executive coordinator, who shall be a city employee.

**Sec. 34-4. - Term of office.**

- (a) The initial terms of office for Posts 1, 2, 3 and 4 shall expire December 31, 2002, and the initial terms of office for Posts 5, 6, 7 and 8 shall expire December 31, 2003. All terms for Posts 1, 2, 3 and 4 after the initial term shall expire in even-numbered years, and all terms for Posts 5, 6, 7, and 8 after the initial term shall expire in odd-numbered years. Each board member shall serve until the later of the end of his or her term or until a successor is named.
- (b) The Keep Douglasville Beautiful Board shall elect from its membership a chair, vice-chair, secretary and treasurer and such other officers as may be desired. The first officers shall be elected to terms to extend until December 31, 2002; thereafter, officers shall be elected on a calendar year basis, shall serve until a successor is named, and may be re-elected for succeeding terms.

**Sec. 34-5. - Duties of executive coordinator.**

- (a) The executive coordinator of the Keep Douglasville Beautiful Board shall be its facilitator for purposes of meetings and shall be the custodian of all minutes and records of the board, and shall perform such other duties as the board may deem necessary and desirable. The executive coordinator shall work under the supervision and control of the city for purposes of implementing the provisions of this article.

**Sec. 34-6. - Board's duties.**

- (a) The Keep Douglasville Beautiful Board shall recommend refuse and environmental management policies to the mayor and council in order that all city refuse, beautification and other Keep Douglasville Beautiful activities may follow a common purpose, except that the Keep Douglasville Beautiful Board shall have no authority over trees on city-owned property. The Board shall have the following responsibilities:
  - (1) Develop city-wide beautification efforts and other environmental projects and recommendations;
  - (2) Determine and recommend to the mayor and council program environmental and beautification priorities on a city-wide basis;
  - (3) Recommend enforcement and additional program alternatives;
  - (4) Study city performance from data collected and examined under the Keep America Beautiful, Inc., Clean City Council;
  - (5) Encourage and plan landscaping, planting and/or preservation of trees, flowers, plants, shrubs and other objects or ornamentations other than trees on city-owned property;
  - (6) Carry out such other tasks as the mayor and council may designate.

- (b) To accomplish the responsibilities outlined in subsection (a) of this section, the board may establish subcommittees including, but not limited to, the areas of business and industry, communications, community organizations, municipal operations, schools, finance and recycling. Each subcommittee shall be chaired by a board member, with any number of community volunteers chosen by the board as a working subcommittee staff.

**Sec. 34-7. - Conducting business.**

- (a) The Keep Douglasville Beautiful Board shall meet regularly and shall designate the time and place of its meetings.
- (b) The Keep Douglasville Beautiful Board shall hold an organizational meeting in January of each year to elect officers.
- (c) Four members of the Keep Douglasville Beautiful Board shall constitute a quorum for the conduct of business. The members of the board shall regularly attend its meetings and public hearings and shall serve without compensation, except for reimbursement for authorized expenses attendant to the performance of their duties, which may be paid as authorized by the mayor and council from time to time or in conjunction with the city budgeting process.
- (d) The Keep Douglasville Beautiful Board shall adopt rules of procedure and keep a record of its proceedings in accordance with the provisions of the Georgia Open Meetings Act. Newly appointed members shall be installed at the first regular meeting after their appointment.

**Sec. 34-8. - Office operations.**

- (a) Office space, supplies, telephone, postage and secretarial support for the executive coordinator may be furnished by the city, in its sole discretion, within the budgetary appropriation process. Additional funds for the Keep Douglasville Beautiful Board activities involving travel or training for the executive coordinator may also be supplied by the city within council-imposed budgetary restraints.

**Sec. 34-9. - Management of funds.**

- (a) The Keep Douglasville Beautiful Board will submit an annual budget for approval by the mayor and council in sufficient time to be considered with budgetary requests from city departments, for each budgeting year. Any such funds received from the city shall be spent exclusively for office operations and reimbursement of board member expenses; no portion of any such funds shall be spent for improvements to property, gifts or grants.

## **DIVISION 2. – TREE ADVISORY BOARD**

### **Sec. 34-20. - Creation; purpose.**

- (a) The Tree Advisory Board is hereby created for the purpose of establishing and giving direction to the tree management aspects of the city-wide beautification plan and programs of the city for City-owned property.

### **Sec. 34-21. - Membership.**

- (a) The Tree Advisory Board shall be composed of five (5) members, four of whom shall be appointed by the mayor and council for the terms hereinafter specified. The fifth member shall be the Douglas County Cooperative Extension Agent, who shall serve ex officio. Each appointed member shall be either a Douglas County resident, an owner of real property located in the city, or a holder of a city business license.

### **Sec. 34-22. - Terms.**

- (a) The appointed members of the Tree Advisory Board will be appointed to serve staggered terms, with the Post One member to serve an initial term of one (1) year, the Post Two member to serve an initial term of two (2) years, the Post Three member to serve an initial term of three (3) years, and the Post Four member to serve an initial term of four (4) years. After the expiration of each initial term, each succeeding term shall be for four (4) years.

### **Sec. 34-23. - Duties and responsibilities.**

- (a) The Tree Advisory Board will be responsible for directing attention to the planting, care, preservation, replanting, pruning, removal and disposition of trees on all property owned by the city. The Tree Advisory Board is further authorized and encouraged to recommend annually the establishment of Arbor Day, to recommend to the mayor and council the day annually fixed for such celebration and to recognize the same with the appropriate planting of a tree on city owned property or such other action as may be deemed appropriate.
- (b) The board shall be authorized to review provisions of the Code of the city as pertains to the maintenance of trees and the tree management programs of the city and make such recommendations to the mayor and council as they may deem appropriate for action by that body.

**Sec. 34-23. - Organization and operation.**

- (a) The Tree Advisory Board will have the right to adopt such rules and regulations for its internal operation as it may deem appropriate, including but not limited to, the fixing of an annual meeting at least once each calendar year and such other special meetings as the board may deem appropriate; provided however, that no action taken by the Tree Advisory Board shall have any legal effect or be binding upon the mayor and council of the city or the city unless or until the same is later adopted by the mayor and council.

**SECTION TWO**

This ordinance shall become effective on the date after its enactment.

**SECTION THREE**

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Ordained this 16<sup>th</sup> day of April, 2018.

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

DELIVERED TO MAYOR \_\_\_\_\_ / \_\_\_\_\_ / **2018** CITY CLERK \_\_\_\_\_  
RECEIVED FROM MAYOR \_\_\_\_\_ / \_\_\_\_\_ / **2018** CITY CLERK \_\_\_\_\_