



AGENDA
BEACH TASK FORCE
April 21, 2022 at 12:00 PM

Call to Order

Approval of Minutes

1. Minutes, January 20, 2022

Old Business

New Business

2. Past, Present and Future of the BTF

3. Bylaws - BTF

Adjournment

File Attachments for Item:

1. Minutes, January 20, 2022

Cathy Lewis called the meeting to order at 12:00PM, January 20, 2022, via zoom.

Those in attendance were: Cathy Lewis, Mark Padgett, Michael Foran, Harvey Ferrell, Jimmy Burke, Kate Burns, Sam Adams, Frank Wooldridge, Shawn Gillen and Nancy DeVetter.

Harvey Ferrell made a motion to approve the minutes as amended from September 16, 2021. **Sam Adams** seconded. Vote was unanimous to approve.

New Business

- **Ms. Lewis** stated her term has concluded and the Task Force will need to elect a Vice Chairman as current Vice Chairman, Mark Padgett, will now take the Chairman. **Michael Foran** made a motion to elect Jimmy Burke as new Vice Chairman. **Harvey Ferrell** seconded. Vote was unanimous to approve.
- **Nancy DeVetter** gave a report on the direction of the Beach Task Force. She continued the Beach Task Force (BTF) is a victim of their own success and many of the projects have been overtaken by the City through contracts with Alan Robertson. Ms. DeVetter recommended the BTF taking on the resilience issues and sustainability issues that no one is overseeing on behalf of the City. This would include litter, trash, high tides and pollution. Ms. DeVetter feels taking on the sustainability issues would be very powerful and a necessary project. With the revamp, the BTF would need to communicate with Mayor and Council on policy decisions that affect the Island. Mark Padgett asked for a better definition of sustainability and resiliency. Ms. DeVetter responded, the City is hoping the BTF will take on that research i.e., what are the issues the City need to focus on. Jimmy Burke asked why the BTF could not take the position of the back side of the Island to stop the flooding from the Back River. Dr. Gillen stated the University of Georgia is currently doing a study and they will bring a report to Mayor and Council at an upcoming meeting. Ms. Lewis recommended the City address the recent sand fencing and dune planting that was done. She feels this has proven to be successful. Dr. Gillen stated the current ordinance regarding the BTF will be reviewed and rework the charge from Mayor and Council. Kate Burns stated the doors need to be opened relatively soon to other Tybee residents that would like to participate. Ms. DeVetter concurred. Mr. Padgett would like to see the BTF as a beach protection for the City of Tybee. He is also in favor of addressing sustainability as this is a major issue. It is his desire as Chairman to revamp the guidelines and reestablishing expertise to match the guidelines. Mr. Adams stated his main concern is beach re-nourishment. He asked if it is the desire of Mayor and Council not to move forward to develop a new replacement plan for future re-nourishments. Dr. Gillen stated in 2024 the Federal Authorization for funding comes to an end and the City still has the ability to receive funding if the City is hit by a name storm. He continued the City still has use of dredge materials from the channel for possible re-nourishment. Money is currently being set aside for future re-nourishments from the Hotel/Motel Tax as well as other sources. Ms. Burns asked about membership and renewals. Mr. Ferrell stated in the past it was a three (3) obligation to the BTF which was then approved by Mayor and Council. It was recommended that the Beach Management Plan be updated as it is out of date. **Mark Padgett** made a motion the Chair and Vice Chair of the BTF initially meet with the City in the pretense of reviewing the BTF Charter to happen no later than March 1, 2022. **Jimmy Burke** seconded. Vote was unanimous to approve.

Old Business

Kate Burns stated there is a new campaign underway regarding the ashcan program. Ms. Burns stated she is working with the Main Street Coordinator for businesses to take ownership of the ashcans in front of their businesses. She will bring more information back to the BTF as it unfolds.

City Manager Update

Dr. Gillen stated the focus currently is working on a strategic planning workshop. The Strategic Plan and Budget will be one in the same. He stated he has given an update on the beach earlier in the meeting and anticipates a trip to Washington, DC to work on potential funding.

Cathy Lewis took a moment to thank the BTF and everyone in the City for their support for the past few years.

Being no further business, meeting was adjourned at 12:55PM.

Jan LeViner, MMC
City Clerk

File Attachments for Item:

3. Bylaws - BTF

TYBEE ISLAND BEACH TASK FORCE BYLAWS Revision 3, February 2020

Article I Membership

Section 1. Appointment of Members. Members shall be appointed by the Mayor and Council of the City of Tybee Island, Georgia

Section 2. Membership:

- A. The Beach Task Force shall consist of not less than ten (10) or more than 15 (fifteen) members. Prospective members should attend at least two (2) meeting prior to approval by Mayor and Council. They should be selected on the basis of their knowledge and interest in protecting and promoting the natural characteristics of Tybee Island, especially its beaches and shorelines.
- B. Ex Officio Members: Mayor of Tybee Island, City Manager, Representatives from the Savannah District Corps of Engineers, Georgia Ports Authority, Georgia Department of Natural Resources, Chatham County Commission, Georgia Senate and House of Representatives.
- C. Ad Hoc Members: Based upon the need for special expertise for a given project, the Chair of the Beach Task Force may appoint Ad Hoc members to serve for a specific period of time. Such members shall not count toward the total Beach Task Force membership size and shall be non-voting members.

Section 3. Period of Appointment: Members are appointed for a three (3) year term and may be reappointed. Terms shall be fixed and staggered.

Article II Meeting of the Members

Section 1. Location of Meetings. All meetings of members shall be held monthly at a place within Tybee Island, Georgia as may be from time to time fixed by the Chair and shall be stated in the notice of the meeting posted at Tybee Island City Hall and on the website.

Section 2. Annual Meeting: Annual meetings of the members shall be held at the February meeting. At each such meeting, the members shall, by majority vote, elect officers.

Section 3. Special Meetings: the Chair, the Mayor or City Manager, or four of the members may call special meetings of members for any purpose.

Section 4. Notice of Meetings: Written notice of all meetings stating the place, day and hour, and in the case of special meetings, the purpose for which the meeting is called, shall be delivered

not less than ten (10) or more than thirty (30) days before the date of the meeting and shall be posted at Tybee Island City Hall and on the website.

Section 5. Business of Meetings: the business of the meeting shall be so stated in the meeting agenda. Members shall have an opportunity to modify the agenda during the request by the Chair for its approval.

Section 6. Quorum: A quorum shall constitute fifty (50%) percent of the membership. The secretary shall call the roll to confirm the presence of a quorum as a regular part of the agenda. If a quorum shall not be present, the members present in person or by proxy (written and signed) shall have the power to adjourn the meeting from time to time, or without notice other than announcement at the meeting, until a quorum shall be present. At any such reconvened meeting, any business may be transacted which might be transacted at the adjourned meeting if a quorum is present.

Section 7. Majority: If a quorum is present, the affirmative vote of a majority of the members entitled to vote and represented at the meetings shall be the act of the members.

Section 8. Voting: The Beach Task Force shall conduct by Robert's Rules of Order. A simple majority shall prevail except in the cases of by-laws amendments and removal.

Section 9. Action by Consent: Any action required or permitted to be taken at a meeting of the members may be taken without a meeting if consent in writing setting forth the action as adopted at a meeting.

Section 10. Decorum: Each speaker shall speak only to the merits of the subject under consideration. Beach Task Force members and all speakers shall remain germane to the matter on hand, shall not engage in personalities or invectives and shall not repeat unless requested to do so. Each speaker and/or member of the Beach Task Force shall refrain from personal attacks on any other speaker. Each speaker shall refrain from any discussion of facts or opinions not relevant to the subject under consideration. The Chair may limit or refuse a speaker the right to continue, if the speaker after first being cautioned continues to violate this section.

Article III Officers

Section 1. Officers: The officers of the Beach Task Force shall consist of a Chair and one Vice-Chair. Officers shall be elected for a one-year term at the Annual Meeting and shall hold office until their respective successors have been elected. Beginning in February at the Annual Meeting, the Chair will be elected to a two-year term. At the end of the two-year term, the Vice-Chair will move into the position of Chair.

Section 2. Additional Officers and Agents: The Secretary to the Beach Task Force shall be appointed by the City Manager or Mayor and serve as an agent of the City of Tybee Island. The Beach Task Force may appoint other such officers, as it shall deem necessary. Such officers and agents shall hold their respective offices and perform such duties as shall be determined from time to time by the membership.

Section 3. Salaries and Expenses: The officers shall receive no compensation. Should an officer(s) of the Beach Task Force be called upon by the City of Tybee Island to represent the Beach Task Force at a conference, meeting, or other official occasion, the officer shall be reimbursed for expenses as defined by the City's personnel policy.

Section 4. Removal/Vacancies: Any officer or agent appointed by the City of Tybee Island maybe removed at any time by two-thirds affirmative vote of those present. The Tybee Island Mayor and Council shall fill any vacancy by removal or resignation for the remainder of the term. A member who fails to attend two (2) consecutive regular meetings or four (4) meetings of the Beach Task Force in a one (1) year period without notice to the Chair or Secretary shall either resign or become subject to a recommendation to Mayor and Council for dismissal from the Beach Task Force. The Chair, with the concurrence of four (4) members may recommend to the Mayor and Council that the vacancy is declared and that the vacant position is filled by appointment.

Section 5. Chair: The Chair shall be the Chief Executive Officer of the Beach Task Force and shall preside at all meetings of the members, shall have general and active management of the business of the Beach Task Force, and shall see that all orders and resolutions of the Beach Task Force are carried into effect. He/she shall be the liaison of the Tybee Island elected officials and represent the Island at-large.

Section 6. Vice-Chair: The Vice-Chair, in the absence or disability of the Chair shall perform the duties and exercise the powers of the Chair. The Vice-Chair shall chair the Funding Committee. The role of the Funding Committee will be solely to research and procure funding opportunities for future re-nourishments.

Section 7. Secretary: The Secretary shall attend all meetings of the members and shall record the proceedings of such meetings. He/she shall give all notices of all meetings of the members and all special meetings and shall perform such duties as may be prescribed by the Chair.

Article IV

Section 1. Functions and Duties

- A. Promote beach preservation and maintenance
- B. Promote beach re-nourishment
- C. Promote prevention of shoreline erosion
- D. Serve as a consultant body on beach and shoreline issues
- E. Assist other entities in promoting the preservation of the ecology and natural beauty of Tybee Island
- F. Report on Beach Task Force recommendations to the Mayor and Council
- G. Lobby local, state and federal entities on behalf of Tybee's beaches
- H. To perform other duties related to the above functions as may be directed by the Mayor and Council or the City Manager

Article V

Section 1. Conflict of Interest: Members or their families that have a personal financial interest in any of the action items under consideration by the Task Force shall state their interests prior to speaking to the issue and shall abstain from voting on any personal financial issue.

Section 2. By-Law Amendments: These By-Laws may be altered, amended or repealed or new By-Laws may be adopted by an affirmative vote of two-thirds of the members of the Task Force after 30 days written notice of the meeting and notice stating the changes to the members.

Revised:

Cathy Lewis, Chair

Janet LeViner, Secretary

Date:_____