TOWN OF BLUFFTON BEAUTIFICATION COMMITTEE  
Large Meeting Room, Theodore D. Washington Municipal Building  
Thursday, December 15, 2016

Present: David Waugh, Chair; Hugh Williamson, Vice-Chair; Shere Colborn  
Absent: Eric Walsnovich; Regina Banis  
Staff: Pat Rooney, Project Manager; Rocio Rexrode, Engineering & Public Works Coordinator

I. CALL TO ORDER  
Waugh called the meeting to order at 10:02 a.m.

II. ROLL CALL

III. ADOPTION OF THE AGENDA  
Colborn made a motion to approve the December 15, 2016, Beautification Committee agenda. Williamson seconded the motion. All were in favor and the motion passed.

IV. ADOPTION OF THE MINUTES – September 15, 2016  
Colborn made a motion to approve the September 15, 2016, Beautification Committee minutes. Williamson seconded the motion. All were in favor and the motion passed.

V. PUBLIC COMMENTS  
There were no Public Comments.

VI. OLD BUSINESS  
1. Update of Tree Plantings at Oyster Factory Park Parking Area  
Rooney presented.  
Rooney mentioned that the trees were planted before Hurricane Matthew and some are left. He said it is too soon to know how many will have to be replaced due to the storm.

2. Update of proposed May River Road Tree Replacements  
Rooney presented.  
Rooney asked the Members to check out six locations (cut-outs) along May River Road, from the four-way stop to Calhoun Street, and offer suggestions for tree replacements. He asked them to consider the street lights and pedestrian flow.  
Rooney said that he would like to replace the trees as soon as possible.
3. Continued Planning for the Adopt a Planter Program

   Rooney presented.

   A. Draft Brochure
      Rexrode provided a draft. Rooney made suggestions regarding the content. There was a discussion about having more detailed information and linking an application on the Town website.

   B. Update on Order for Tabby Planters
      Rooney mentioned that the planters should be delivered in 6 to 8 weeks.

   C. Next Steps
      Rooney suggested that at the next meeting they should talk about the priorities – contacting people to participate in the program and the location of the planters.

VII. NEW BUSINESS

1. Adoption of 2017 Meeting Dates

   The Members decided that moving forward the Committee will not be meeting in December.

   Williamson made a motion to approve the 2017 meeting dates excluding December. Colborn seconded the motion. All were in favor and the motion passed.

2. Seasonal Annual Replacements – Planters and Entry Sign

   Rooney presented.

   Rooney mentioned that the planters and the entry signs seasonal annual replacements were planted in November and annuals were planted at the Stock Farm sign.

VIII. DISCUSSION

   There was a discussion regarding Tree City USA annual certification and Arbor Day celebration. Rooney mentioned that he would be submitting an application for the Tree City USA certification before the end of the year.

IX. ADJOURNMENT

   The December 15, 2016, Beautification Committee Meeting adjourned at 10:40 a.m.