



**Horticulture, Ecology and Beautification Committee
Committee Meeting Agenda
February 8, 2017
4:30 PM
Meeting Room 2**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
 - 1. Approval of January 11, 2017 Horticulture, Ecology and Beautification Committee Meeting Minutes**
- 4. Unfinished Business**
 - A. Arbor Day - Update*
 - B. Tree Board - Meeting Date Discussion*
 - C. Police Station Landscape*
 - D. Olive Median Landscape Article*
- 5. New Business**
 - A. HEB Goals*
 - B. Communication with City Council and City Administrator*
- 6. Business from Members**
- 7. Business from Staff Liaison**
- 8. Comments from the Public**

(Citizens are asked to limit comments to three minutes and to complete a speaker card)
- 9. Adjourn**



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1. Call to Order

2. Roll Call

Fran Cantor	Board Member	
Rachel Eilbott	Board Member	
Nancy Meyer	Board Member	
Margie Richards	Board Member	(Absent)
James Graham	Chair	
Claire Chosid	Vice Chair	
Sue Cohen	Board Members	(Absent)
Teresa Bell	Board Members	(Absent)
Sharon Stott	Asst to the City Administrator	
Lauren Khawaja	Human Resources & Management Analyst	
Robert Hoffman	Councilman	
David McCoy	Guest	

3. Comments from the Public

- Parks & Historic Preservation Vice-Chair David McCoy attended the meeting.
- David McCoy discussed best ways for the committee to coordinate projects such as many goals included in the recent Comprehensive Plan update. He suggested all committee members or chairs meet quarterly to discuss joint projects. An example was to improve or develop park trails and signage.
- David McCoy had written a report outlining some goals which he will provide to Sharon Stott to submit to HEB committee.
- Sharon Stott discussed the City Council and staff met last weeks to develop a 3-5 year Strategic Plan. The vision, values and objectives were drafted during those meetings. Ideas from the Comprehensive Plan update, citizen survey and prior Strategic Plan were used to develop objectives. Committees could use the Strategic Plan to establish some committee goals that support the direction City Council would like to proceed.
- The draft Strategic Plan will be discussed with Council at a work session in February 2017.
- Sharon Stott will inform the HEB of the date of City Council Work Session when the Strategic Plan will be discussed in case any HEB would like to attend.
- Fran Cantor moved, seconded by Claire Chosid for the HEB Committee to meet with the Parks & Historic Preservation Committee in the next two months to discuss projects of mutual interest. Motion passed unanimously.

4. Approval of Minutes

1. Approval of December 14, 2016 Horticulture, Ecology and Beautification Committee Meeting Minutes

Fran Cantor moved, seconded by Claire Chosid to approve the meeting summary from December 14, 2016. Motioned passed unanimously.

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RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Cantor, Eilbott, Meyer, Graham, Chosid
ABSENT:	Richards, Cohen, Bell

5. Unfinished Business

A. Arbor Day - 4/30/2017

i. School Invitations

- Fran Cantor will contact the private schools.
- Rachel Eilbott will contact the public schools.
- Schools contacted last year by Tracy Grass will be split and shared between Fran and Rachel.

ii. Participants & Activities

- Fran Cantor confirmed with Danny Moncheski, Community Forester, from Missouri Department of Conservation will have a table about the Emerald Ash Borer and pollinators.
- All members to confirm attendance with other vendors.

iii. Plant Giveaways

- James Graham ordered 48 milkweed plants (\$2.12 per plant) from Missouri Wildflower Nursery. Jim will pick the plants up from the Kirkwood Farmers Market on April 28.
- Sharon Stott will contact them again to see if she can pre-purchase with a credit card so Jim does not have to get reimbursed for the purchase.
- Sharon Stott successfully applied to receive 32 free milkweed plants from National Wildlife Federation Monarch Watch's milkweed market. The contact, Jenny Kordick, suggested the City would receive them before Arbor Day. If the plants do not arrive in time, the plants will be given to Claire Chosid to plant in Millennium Park as part of the new plantings adjacent to the detention area.

iv. Art Contest Process

- Sharon Stott provide a timeline to the staff liaison to the Arts Committee, Bess McCoy, for the art contest judging:
 - Art contest deadline: March 31, 2017
 - All artwork to Bess McCoy from Sharon Stott/Lauren Khawaja: April 3
 - Art Committee Judging: April 4 through April 19
 - Return Artwork to Sharon Stott/Lauren Khawaja with list of winners by category/award: April 19
 - Hang artwork (all committees invited): Friday, April 28
 - Event: April 30, 1-3 p.m.; award ceremony at 2:30 p.m.
- Sharon Stott will resend Arbor Day flyer to HEB Committee.

6. New Business

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A. HEB as City Tree Board

- Fran Cantor spoke with Danny Moncheski about the Tree City USA requirements which include a certified tree arborist on staff and having a tree board.
- By ordinance, the HEB serves as the tree board for the City of Creve Coeur.
- A former employee served as the city arborist for Creve Coeur until his employment ended in 2016. Shortly thereafter, two public works employees signed up to train and test for the arborist certification. One of those employees is scheduled to take the test within the next month.
- Committee discussed the importance of having more ongoing communication between the public works department, particularly the new arborist, regarding tree related activities and other landscape projects within the city. Communication could be in form of attending HEB meetings periodically; sending emails to the staff liaison to be forwarded to HEB about activities, and/or written reports submitted to the HEB.
- Jim Graham will request Danny Moncheski from the Missouri Department of Conservation to attend the HEB meeting on February 8, 2017, to discuss best practices, new ideas or goals of other tree boards.
- Sharon Stott will share HEB comments with Public Works staff to improve communication about PW projects.

B. Olive Median Plant Selection

- Claire Chosid and Margie Richards met with Operations Superintendent Mike Fogg, Public Works Director Jim Heines, Foreman Bill Kelley, Human Resources & Management Analyst Lauren Khawaja and Assistant to the City Administrator Sharon Stott to discuss new landscaping plans on the Olive Boulevard medians.
- Bill Kelley provided the landscaping plans which included replacing annuals with perennials.
- Claire Chosid and Margie Richards reviewed the perennial list and suggested including some native plants which were later added.
- Jim Graham thanked Claire Chosid and Margie Richards (absent) for responding so quickly to Public Works' request to meet and review the plans.

i. Communication to Public

- Committee suggested a short article in the May newsletter to inform residents of the new landscaping.
- Claire Chosid will draft a short article and submit to Sharon Stott by April 1 with a photo of Public Works crews planting the perennials.

7. Business from Members

New Police Station Landscape Plan

- Nancy Meyer discussed that City Council will vote on the architect for the new Police Station in February. She recommended the landscape architect of the chosen vendor meet with HEB for the purpose of discussing the importance of using native and sustainable plants for the project.
- Sharon Stott stated the City has a Facilities Task Force has been assigned to work with the architect. The Facilities Task Force consists of representatives from several City board and committees. The representative from HEB is Fran Cantor.
- There will be three public meetings of the Task Force and the architect to review the plans. Sharon Stott suggested the committee submit a formal written recommendation to the Task Force/City Council through HEB Fran Cantor which can be included in the minutes at a future

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Task Force Meeting regarding the importance of landscaping with native and sustainable plants in the landscape portion of the overall plan.

- Fran Cantor, Nancy Meyer and Claire Chosid will prepare a draft for HEB review at the next HEB meeting on February 8.

8. Business from Staff Liaison

A. Newly Appointed Staff Liaison

- Sharon Stott discussed recent re-assignments of staff liaisons to City Committees by the City Administrator.
- Sharon Stott has been re-assigned to the Economic Development Committee.
- Lauren Khawaja is the new staff liaison to the HEB Committee. Sharon Stott will attend the February 8 meeting and assist Lauren and the HEB with the transition.
- Committee members thanked Sharon Stott for her leadership, kindness and sincerity in serving the HEB Committee for the past almost six years.

9. Adjourn

Meeting adjourned at 5:49 p.m.

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