



**Horticulture, Ecology and Beautification Committee  
Committee Meeting Agenda  
March 6, 2017  
2:30 PM  
PW Administrative Conference Room**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
  - 1. Approval of February 8, 2017 Horticulture, Ecology and Beautification Committee Meeting Minutes**
- 4. Unfinished Business**
  - A. Arbor Day Update*
  - B. HEB Goals*
- 5. New Business**
  - A. Tree Board Discussion with MDC*
  - B. Art Committee Collaboration Discussion*
- 6. Comments from the Public**

(Citizens are asked to limit comments to three minutes and to complete a speaker card)
- 7. Business from Members**
- 8. Business from Staff Liaison**
- 9. Adjourn**



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

**1. Call to Order**

- HEB Committee thanked Sharon Stott her six years of service as the staff liaison to the committee and congratulated her on winning the 2016 City of Creve Coeur Employee of the Year Award.
- Sharon Stott thanked the HEB Committee and said it was a joy to work with such an enthusiastic and driven group of volunteers.
- Sharon Stott said she will continue to work closely with the new staff liaison, Lauren Khawaja, and will be available to assist as needed during the transition and in the future.

**2. Roll Call**

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

**3. Approval of Minutes**

**1. Approval of January 11, 2017 Horticulture, Ecology and Beautification Committee Meeting Minutes**

- Claire Chosid moved, seconded by Nancy Meyer to approve the HEB Committee meeting summary from January 11, 2017. Motion passed unanimously.

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>AYES:</b>	Cantor, Eilbott, Meyer, Richards, Graham, Chosid, Cohen, Bell

**4. Unfinished Business**

**A. Arbor Day - Update**

- Rachel Eilbott and Fran Cantor have contacted schools to remind them about the art contest.
- Fran Cantor contacted the Missouri Prairie Foundation to get additional milkweed plants, but has not yet heard back from them.
- Sue Cohen brought in samples of painted rocks - one of the kids activities.
- Lauren Khawaja will send a list of art supplies to the committee (glue, disposable tablecloths, googly eyes, etc.).
- Sharon Stott has still not heard back from Danforth Plant Science Center as to whether or not they will participate. She will follow up.
- Claire Chosid will contact HEB as the event draws near to assist in digging up Black-Eyed

Minutes Acceptance: Minutes of Feb 8, 2017 4:30 PM (Approval of Minutes)



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Susan plants from the Tappmeyer House for the plant giveaway.

- Sharon Stott will send Jim Graham the emails of chairs and staff liaisons of the Parks and Historic Preservation, Energy and Environment, and Arts committees to discuss their participation in the event.
- Lauren Khawaja will notify Clair Chosid when the Missouri Department of Conservation trees arrive in April so she can pick them up.
- All members will need to touch base with booth vendors between now and April.

***B. Tree Board - Meeting Date Discussion***

- Danny Moncheski from the Missouri Department of Conservation will be at the next meeting on March 8, 2017 to discuss best practices for Tree Boards. Also in attendance will be Operations Superintendent Mike Fogg and Foreman I/Arborist-in-Training Bill Kelley, and possibly Director of Public Works Jim Heines.
- The meeting will be held 2:30-4:00 p.m. to accommodate Bill Kelley's schedule and will be held in the Public Works Conference Room located on the main floor of the Creve Coeur Government Center.
- Sharon Stott will send out a meeting reminder to the committee.

***C. Police Station Landscape***

- Fran Cantor is one of the members of the Facilities Task Force involved in the Police Building project. The Task Force met on February 1.
- Fran Cantor said the landscape budget for the project was approximately \$70,000 and is currently included in the funds for site work, but has not yet itemized.
- Committee asked if the landscape architect could come to an HEB meeting when the plan is ready for review. Sharon Stott said the landscape architect will most likely charge by-the-hour for meeting attendance and recommended the HEB attend the Task Force meeting when the landscape draft is ready for review.
- Committee discussed several members of the Facilities Task Force have similar areas of interest for the project such as the Stormwater Committee encouraging use of pervious pavers.
- Fran Cantor stated a recent training she attended focused on formal gardening with native plants presented by Scott Woodbury from Shaw Garden.
- Committee discussed whether Scott Woodbury would be interested in providing suggestions for the Police Building landscaping, the Dielmann Recreation Complex or other landscape plantings in the city.
- Claire Chosid will email Scott Woodbury to see if he would be willing to provide some guidance.

***D. Olive Median Landscape Article***

- Claire Chosid will send the blurb this week for the Olive Median Landscape to Sharon Stott for inclusion in the May newsletter. She suggested getting a photo of the staff planting the native plants for inclusion with the article.
- Claire Chosid also noted the demonstration garden in Millennium park is moving forward. Public works staff have already cleared the area at Millennium Park where the demonstration garden will be installed. Leftover plants from the Arbor Day event can be used to begin planting in the area.

**5. New Business**



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**A. HEB Goals**

- Jim Graham discussed idea of setting some goals for the committee.
- HEB already has recurring goals while others occur organically.
- Committee discussed suggestions of goals including working creatively and cooperatively with other committees; removal of invasive species from public land, ways to improve processes for communication with City Council and the City Administrator.
- Goals and activities of all committees are discussed annually with the Mayor and other committee chairs around the beginning of the fiscal year (July). The staff liaison assists in drafting an activity memo for the chair's review for submission to the Mayor before the meeting.
- Searching (CTRL-F) key words in city documents such as the Comprehensive Plan, Climate Action Plan-Phase 2, Stormwater Master Plan, and Strategic Plan are useful coming up with goal ideas.
- Jim Graham will draft a document and submit to the HEB for discussion at a future meeting.

**B. Communication with City Council and City Administrator**

- Committee continued discussion of goals specifically improved communication between City Council and the City Administrator.
- Ideas included updates during Council Liaison Reports at City Council meetings and between the various staff liaisons can also help in developing joint projects of interest.
- Jim Graham hopes to better define protocol and procedures for improved communication of goals and projects.
- Sharon Stott recommended committee members always inform staff liaisons beforehand when addressing the City Council or City Administrator so everyone is informed of issues, concerns or priorities and can then can assist in facilitation.

**6. Business from Members**

- Fran Cantor asked about the Barnes-Jewish West County Hospital expansion and if it would be on the vacant property adjacent to Millennium Park.
- Council Member Hoffmann explained the multi-medical building and new hospital plans.
- Committee discussed the probability of increased visitors to Millennium Park with expansion.

**7. Business from Staff Liaison**

- Sharon Stott and Council Member Robert Hoffman said the new Strategic Planning initiative is moving forward. A work session with staff will be held on February 17.
- The 3-5 year draft is anticipated to be presented to City Council in early March with discussions in March or early April depending on Council Work Session availability.

**8. Comments from the Public**

- No comments from the public.

**9. Adjourn**

- Meeting adjourned at 5:30 p.m.