



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

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
  - 1. Approval of October 11, 2017 Horticulture, Ecology and Beautification Committee Meeting Minutes**
- 4. Unfinished Business**
  - A. Landscape Design Funding Request*
  - B. Beautification Awards Update*
  - C. Tree Board - Tree Selection*
- 5. New Business**
- 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  
October 11, 2017  
4:30 PM  
Meeting Room 2**

**1. Call to Order**

**2. Roll Call**

Fran Cantor	Committee Member	
Rachel Eilbott	Committee Member	(Absent)
Nancy Meyer	Committee Member	
James Graham	Committee Chair	
Claire Chosid	Committee Vice-Chair	
Sue Cohen	Committee Member	(Absent)
Teresa Bell	Committee Member	
Ted Ruzicka	Council Liaison	(Absent)
Lauren Khawaja	Staff Liaison	

**A. Joyce Steiger Resigned from Committee**

**3. Approval of Minutes**

**1. Approval of September 18, 2017 Horticulture, Ecology and Beautification Committee Meeting Minutes**

Claire Chosid moved, seconded by Fran Cantor to approve the meeting minutes from September 18, 2017. Motion passed unanimously.

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Claire Chosid, Committee Vice-Chair
<b>SECONDER:</b>	Fran Cantor, Committee Member
<b>AYES:</b>	Cantor, Meyer, Graham, Chosid, Bell
<b>ABSENT:</b>	Eilbott, Cohen

**4. Unfinished Business**

**A. Olive Bridge Deck Landscape Design Proposal**

- Jim Graham drafted a memo and presented it to the committee for review and comments. The letter was a proposal to seek money and approval from the City Council to hire through the RFQ process a landscape design specialist to create a design for the Olive Bridge Deck replacement.
- Committee had general discussion about this topic and provided feedback and revision to the memo.
- HEB Committee is requesting the Public Works Department to hold all planting plans for the Olive Bridge Deck replacement until the memo moves forward and is approved.
- Committee thanked the Public Works Department for their hard work on the planting designs.
- Claire Chosid and Fran Cantor to serve as the primary committee contacts for the possible RFQ process with the Public Works Department.
- Lauren Khawaja to find out what information the Public Works Department needs to get this process started once the memo is approved.

**1. To approve the memo that has been modified by the HEB Committee.**



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Claire Chosid moved, seconded by Nancy Meyer to approve the memo that has been modified by the HEB Committee. Motion passed unanimously.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Claire Chosid, Committee Vice-Chair
<b>SECONDER:</b>	Nancy Meyer, Committee Member
<b>AYES:</b>	Cantor, Meyer, Graham, Chosid, Bell
<b>ABSENT:</b>	Eilbott, Cohen

**B. Tree Board**

**i. HEB Committee Member Liaison**

- Fran Cantor to serve again as the Tree Board committee liaison to Public Works Department for things such as the Tree City USA application.

**ii. Replacement Tree Selection**

- Lauren Khawaja to email committee tree list from last year. Committee to review and provide updates.

**5. New Business**

**A. Beautification Awards**

- Committee reviewed beautification award categories and made some updates.  
 - Lauren Khawaja to email committee beautification award timeline. Committee to review and provide updates at the next meeting.

**B. Arbor Day Support and Solicitation**

-General discussion on event and plan to contact vendors to notify them of the date.

**6. Comments from the Public**

**7. Business from Members**

- Jim Graham requests the City Clerk, at a minimum, to forward by email to him any new member applications that may come in. He also requested that he is made aware of when the nominating committee will meet in the future.  
 - HEB Committee asks that the nominating committee meet to appoint two new members to the committee since there are multiple events coming up that are planned by the committee and the additional help and members will make these events more successful.

**8. Business from Staff Liaison**

**A. Biennial Ethics Training Follow-Up**

-Lauren Khawaja to email HEB Committee members who were not able to attend the recent Biennial Ethics Training video recording for viewing.



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**9. Adjourn**

Adjourned at 5:32 p.m.

**Minutes Acceptance: Minutes of Oct 11, 2017 4:30 PM (Approval of Minutes)**