



## MINUTES | September 13, 2012

7:45 am • Leawood City Hall • 4800 Town Center Drive • Main Conference Room

**Members Present:** Debra Filla, Julie Cain, Martha Conradt, Paul Duffendack, Alicia Jennings, Gareth Matthews, Scott Pashia, Chris Schultz

**Staff Present:** Chris Claxton, Brian Anderson, Marica Putman

**Members Absent:** Jennifer Hassler, Bob Pierson, Mike Schaadt

**Guests:** None

### MEMBERS

Debra Filla, Chair  
Julie Cain, Vice-Chair  
Paul Duffendack  
Jennifer Hassler  
Alicia Jennings  
Gareth Matthews  
Scott Pashia  
Bob Pierson  
Mike Schaadt

Scott Lambers,  
City Administrator

Kevin Jeffries,  
Pres. & CEO Leawood  
Chamber of Commerce

Chris Claxton,  
Director of Parks  
& Recreation

Brian Anderson,  
Parks Superintendent

Marica Putman,  
Adm. Graphics Tech

#### ✚ Welcome & Introductions

- The SAB meeting came to order at 7:45 am. Introductions are made to one another.

#### ✚ Approval of today's meeting agenda.

- Scott Pashia made a motion to approve the agenda. Gareth Matthews seconded the motion. Motion passed unanimously.

#### ✚ Approval of the past meeting minutes.

- Gareth Matthews made a motion to approve the July 26th minutes. Scott Pashia seconded the motion. Motion passed unanimously.

#### ✚ Recycling

##### Recirculation Day – September 15<sup>th</sup>

- JR of Town & Country Disposal confirmed that they were ready for the event. Brian Anderson received calls concerning item qualification.

##### Backyard Composting Class: September 22<sup>nd</sup>, 1-2:30 pm

##### Ironwoods Park

- Class reminder.
- Chair Filla complimented Marica Putman for the graphic work on the program guide and on the website.

#### ✚ Green Mobility

##### Complete Streets Policy – Council Report

- Chair Filla did make a council report on the Complete Streets Policy. This report will be sent to Public Works to review our recommendation for approval.

##### Update on Consultant – Brian Anderson

- Brian Anderson contacted RDG (Omaha, Nebraska office, they did Topeka's Bikeway Masterplan. The head person for their project is an avid commuting cyclist that rode nearly every street in Topeka. He also spoke with a local consultant who has done Trails Masterplans in our area. Our focus is mainly on a walking and biking transportation plan, a trails masterplan could be a element of the overall Bike/Ped Plan. Members discussed urban settings, maximizing retail, and other corridors similar to the 135<sup>th</sup> Street corridor.

### ACTION ITEMS

- ✓ Scott Pashia to revised art contest letter to include 6<sup>th</sup> graders.
- ✓ Marica to create a customizable Walk/Bike to School Event.
- ✓ Martha Conradt will revise the checklist and toolkit will be ready on Monday.
- ✓ Brian Anderson will provide signage.
- ✓ Get SRO contact list, talking points, and school liaison list. Meet with teachers.

- Chair Filla: On a side note, 37 people applied for the \$125,000 grant for the 135<sup>th</sup> street corridor master plan and Leawood will know in November if it will receive that grant or not.
- The budget for the Bicycle and Pedestrian Master Plan is \$60,000. Topeka paid over \$100,000 for their plan which included several public input meetings at various sections of town. The cost for Leawood's plan will be much less due to our smaller size and limiting public input meetings. Brian Anderson is confident that we can fit it in our budget and get the whole community done. The plan will include trails and bike lanes and would review the map staff has created for a starting point. The engineering staff would like to have the professional expertise of the consultant for deciding upon the best type of bike facility at various locations. He would like to have a signage network that is designed to be a part of this Master Plan so routes were organized and directional signage standards get decided.

### **Essay and Art Contest – Scott Pashia, Martha Conradt**

- Scott Pashia sent out initial essay and art contest request letters and received one response. A staffing change at Cure prompted a former 5<sup>th</sup> grade teacher, now a 6<sup>th</sup> grade teacher, to ask if 6<sup>th</sup> graders can participate in the 5<sup>th</sup> grade art contest. Members decided to extend the contest to 6<sup>th</sup> graders and will award each grade its own award. Scott Pashia will revise the letters and resend them.
- Timeline for the contest is: Due on January 6, 2013 and awards presented at the HOA meeting in February. Schools have been selected and will be represented by their school liaisons.
- Martha Conradt, Cure's school liaison, is working with Alicia Jennings on the Walk/Bike to School event. She has created a great planning checklist for the event and has suggested we create a toolkit or packet to give to each school (school nurse or PE teacher) by its liaison to assist the school in their planning or promoting of the event. This toolkit includes event evaluations and future building of events. Chris Schultz volunteered his assistance with the planning tools and thanked Martha Conradt for creating the checklist. Members discussed, revised, and made members assignments from the checklist. Each packet/toolkit will be ready on Monday and will have the following items:
  - Checklist
  - Flier
  - Bulletin/Save the Date
  - Raffle Form (allow the school the responsibility of running their raffle)
  - Signage
  - Follow-Up (event evaluations/future events)
- Chair Filla brought up for discussion, the hope to get a 50/50 match from Bike Source for our \$50 to each participating school to total a \$100 gift card. Kids who participated can fill out a slip to enter the raffle. Members discussed the gift card matching, scenarios, and other options. They also discussed school notifications like fliers, banners/signage, flashers, volunteers, and event talks. Alicia Jennings shared her experience from last year's walk/bike event. She spoke about a North Kansas City school called Briarcliff Elementary School, headed by Meg McFarland, who regularly participates in walking to school on the streets – no sidewalks – once a week that has become a tradition. They have approximately 150-200 kids walking with police presence and they walk a ½ mile.
- Sergeant Kirt Yoder, Leawood Kansas Police Department, 913.642.5555 x 267, is the Traffic Sergeant who can assist with police presence and our safety concerns.
- Marica Putman will design a customizable event flier and send it to Martha Conradt who shared a flier example. Brian Anderson will provide signage (2 per school). Members discuss signage wording and design.

- ✚ **Conservation - Water**  
**Rain Garden & Barrels Class; Sept. 18<sup>th</sup>, 7-8:30 pm Ironwoods Park**
  - Note the upcoming class on rain garden and barrels.

- ✚ **MARC Air Quality Action Plan & Progress Report – Follow Up Discussion**
  - Chair Filla asks the committee if they would like to recommend to Council that we officially support, endorse, and incorporate when possible these action items as part of our city goals. They are very congruent to what SAB is doing. Chair Filla restated the action plans. Members discuss the issues, pros, and cons of these action items.
    1. Promote options that are Pedestrian, Bike transient friendly for communities.
    2. Native and Sustainable Streetscaping (landscaping) – Green infrastructure for governments and residences.
    3. Green Building, Sustainable Site Design, Improved Building Codes for Local Governments which includes LEED.
    4. Encourage Energy Efficiencies Incentives for Homeowners and Renter.
  - It was decided that members would review and discuss these action items separately before bringing it to Council. Action item 1 is already in progress and 2 can be discussed at the next meeting.

- ✚ **Other Items**  
**Expending Our Sphere - Churches**
  - Chair Filla suggested discussing churches in the next meeting.

#### **Web Support**

- Gareth Matthews will be the guru for the web information with assistance from Martha Conradt and Marica Putman.

- ✚ **Adjourn**
  - Meeting adjourns at 9:05 am. Next meeting is on November 8, 2012.