

MINUTES | May 8th, 2014

7:30 am • Leawood City Hall • 4800 Town Center Drive • Main Conference Room

Members Present: Debra Filla, Julie Cain, Martha Conradt, Mike Gillaspie, Alicia Jennings, Gareth Matthews, Scott Pashia, Bob Pierson, Jim Potter, Chris Schultz

Staff Present: Chris Claxton, Brian Anderson, Marica Putman

Members Absent: Mike Schaad, Chris Schultz

Guests: None

✦ Welcome & Introductions

- The SAB meeting came to order at 7:40 am.

Approval of today's meeting agenda.

- Alicia Jennings made a motion to approve the amended agenda. Scott Pashia seconded the motion. Motion passed unanimously.

✦ Approval of the past meeting minutes.

- Vice-Chair Cain made a motion to approve the amended April 10th minutes. Mike Gillaspie seconded the motion. Motion passed unanimously.

✦ Master Calendar – Mike Gillaspie

- Appointment renewals were added to April 2015 and follow-up surveys added to February 2015.
- Marica Putman has taken the role to keep the new formatted master calendar updated for each meeting.

✦ Roles and Responsibilities – All HOA Assignments

- Members received and divided up assignments for each HOA listing.
- HOAs are not matching to the AIMS (automatic mapping system). HOAs that are listed and are currently not active have been assigned to the 'Not Active' section. Some of these HOAs may be within a larger HOA.
- Mark Andrasik provided an HOA list that included the number of buildings (homes) in each HOA. This is to ensure the 80/20 rule is followed when inviting HOA's to the annual dinner meeting.
- Members discuss the interest survey cards and passed them out to their assigned liaisons.

Roles and Responsibilities

- Martha Conradt shares the list that will be helpful for new members or those seeking information about what is involved as a SAB member. This list will provide increased focus or awareness, what are the overall things we do in support of our mission, etc.
- Members discuss ownership of various roles.
 - ✓ Master Calendar – Marica
 - ✓ Water conservation e.g. Stream Team, BMP – Joe Johnson (Public Works) – Mike S
 - ✓ HOA Meeting Event Manager – Chris S.
 - ✓ HOA Liaison – Marica (All members participate)
 - ✓ Walk Bike Event – Alicia
 - ✓ Recycling – Bob
 - ✓ Sustainability Award for Schools – Gareth and Jim
 - ✓ Communications – Martha

July/August Meeting

- Members voted not to change the summer meeting schedule. The SAB will meet for the July meeting and skip the August meeting.

MEMBERS

Debra Filla, Chair
Corinth

Julie Cain, Vice-Chair
BV High Schools

Martha Conradt
Cure

Mike Gillaspie
Leawood Middle

Alicia Jennings
Nativity

Gareth Matthews
Mission Trail

Scott Pashia
Brookwood

Bob Pierson
St. Michaels

Jim Potter
Prairie Star Elementary

Mike Schaad
Leawood Elementary

Chris Schultz
Prairie Star Middle

Chris Claxton,
Director of Parks
& Recreation

Brian Anderson,
Parks Superintendent

Marica Putman,
Adm. Graphics Tech

Scott Lambers,
City Administrator

Kevin Jeffries,
Pres. & CEO Leawood
Chamber of Commerce

SAB Repository

- An SAB folder has been set up under citywide drive. The folder will contain SAB documents, files, and more within categories. Members can send [Marica Putman](#) a file and she will deposit it into this folder.

Email Program

- In the past, staff has been asked to use Mail List King. [Chris Claxton](#) will contact [Mark Andrasik](#) about using a program like Constant Contact or Eventbrite. Members discuss various programs.

Green Street Pilot – BMP for cleaner storm water

- [Chair Filla](#) and her neighbor is piloting a green street (20' x 4' green strip right off the curb). There will be a curb inlet, substructure, and native grasses with long roots to try and clean the 1.4 inches, or the first flush which has all the oil, grease, grit, before it goes into the storm drain.

✚ School Sustainability Initiative Awards – All

- [Gareth Matthews](#) and [Jim Potter](#) have provided the group with structure and examples for these awards. [Corinth](#) examples were also sent out. [Martha Conradt](#) mentioned that Prairie Village Post may do an article on Corinth. Members discuss conference calls and strategy of exchanging information.
- [Jim Potter](#). Prairie Star Elementary: no grant proposal until fall.
- [Gareth Matthews](#). Mission Trail: slow activity, possibly more in the summer.
- [Scott Pashig](#). Brookwood: did not pursue it in the spring. They will be approached in the fall.
- [Martha Conradt](#). Cure: no participation.

✚ Green Mobility – All

Walk/Bike

- Prairie Star Elementary: no future participation.
- Corinth Elementary: held 4 Walking Wednesday and will continue in the fall.
- Mission Trail: participated in their event a month ago. Students received stickers for participating. The class who had the highest participation received a picnic outside. Next fall they will participate in Walking Wednesdays.
- Brookwood: did not participate in the walk/bike event. They do participate in the Walking Wednesdays. They will probably participate in the fall event.
- Cure: participated last Wednesday. Committed for the fall event.
- Leawood Elementary: 85-90% participated yesterday. They also participate in Walking Wednesdays.
- Leawood Middle: did not participate.
- Members discuss idling issues at various schools. It is a big issue at Nativity.
- [Chair Filla](#) asked [Alicia Jennings](#) to contact the person at St. Elizabeth's who started Walking Wednesdays for a meeting to talk to the schools to compare notes, safe routes to school, etc.

Consultant Update – Brian Anderson

- A meeting is scheduled next Tuesday. They will provide an update for the Planning Commission that evening.
- He should be receiving a draft copy of the ped bike plan and will send out to the steering committee for comments. He sent out bike route information to key staff members to review. He has driven most of the bike routes and liked many of the streets that were selected. Sidewalk has not been inventoried yet. There are some missing sidewalk connections. There will be more discussion and strategies for that. A council work session was scheduled for June 2nd and has been changed to June 19th.
- [Mike Gillaspie](#) asked when the plan will be implemented. [Brian Anderson](#) answers that it will be implemented when planned street improvements are going to happen and CIP. [Chair Filla](#) shares the process with others, priorities, and various issues to discuss.

Recirculation Days – Bob Pierson

- They felt they needed more help. However, those who volunteered said there were plenty of volunteers.

✚ Adjourn

- Meeting adjourns at 9:11 am. Next meeting is June 12th, 2014.
- No meetings in March, August, and December.
- Future meetings: July, 10th, September 11th, October 9th, November 13th, 2014.