

MINUTES | May 14, 2015

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

Members Present: Debra Filla, Julie Cain, Mike Gillaspie, Gareth Matthews, Scott Pashia, Bob Pierson, Chris Schultz, Andrew Van Der Laan

Staff Present: Chris Claxton, Brian Anderson, Marica Putman

Members Absent: Martha Conradt, Alicia Jennings, Jim Potter,

Guests: Brian Cullum, Chuck Sipple

- ✚ The SAB meeting came to order at 7:30 am. Welcome new members Councilman Chuck Sipple, Andrew Van Der Lann and Brian Cullum. Thank you for your time in service to Vice-Chair Julie Cain who is moving to the Stormwater committee in June and to Martha Conradt who is leaving to dedicate more time to various committees she currently serves.

 - Scott Pashia made a motion to approve the amended agenda. Gareth Matthews seconded the motion. Motion passed unanimously.
 - Scott Pashia made a motion to approve the April 9th minutes. Mike Gillaspie seconded the motion. Motion passed unanimously.
 - Brian Cullum is the new communications and marketing spokesperson.
- ✚ **Master Calendar**

 - Martha Conradt will contact Mark Andrasik, Chris Claxton, and Marica Putman to insure that the Sustainability Series KC Energy Project and Weatherproofing 101 class is posted on the website's calendar.
 - Chris Claxton will verify whether or not the rain garden class will held rain or shine.
- ✚ **Mission Statement Revision**

 - The committee supports changing a section of the mission statement from "citizen" to "the community". This change was approved by the mayor and city administrator. The revised mission statement will be listed at the bottom of future agenda pages.

Gareth Matthews made a motion to approve the SAB mission statement revision of "citizen" to "the community". Andrew Van Der Lann seconded the motion. The motion passed unanimously.

- ✚ **What next? 7 Year Review of Mission, Goals & Objectives - ALL**

 - Andrew Van Der Laan has stream team next to his name as a possible area of interest. Prior members have chosen these areas of interest and when they rotate off the board, their knowledge, expertise, and continuity maybe lost. Rather than assigning these specific areas of interest to members who may not be share that same interest he suggests that we review which issues are important and fill those seats appropriately. Chair Filla acknowledges that stream team has stopped temporarily and has even morphed into water conservation as a new focus. He sees a conflict that if citizens are surveyed and stream team is a real priority and no one wants that responsibility it may put the City into an awkward situation of 'we know it is important to you and we're not doing anything about it this year'. If it is what the community wants then we need to be prepared to staff appropriately. Chair Filla acknowledges this concern and notes that we be careful of what we ask.
 - Gareth Matthews added that he like the flexible volunteer position and had not realized the effort in putting teams together. He added that if that team were to drop, it may have a negative effort that outweighs the good effects into building capability in that area. Chuck Sipple suggested a succession plan for each of the teams to take up the mission as one leaves the other takes over. Scott Pashia pointed out a problem that as we build and progress at some point the committee has to get so huge to compensate for all that. We've handled as having a champion for each area. If it becomes one of our main initiatives that year then it's time to step up and really push that cause forward. There is an underlying continuity that is informal with great interest and continues to come back to the meetings when appropriate. Chuck Sipple suggested that we limit the amount of activities involved so that we can be very good at few things. Vice-Chair Cain agreed. She points out we need to be respectful to our volunteer's time and taxing our city staff for projects. Balance is needed or something has to give.
 - Gareth Matthews suggests looking at the Prairie Village's concept of active members, supporting members, and friends. It may be a way to enlarge the circle to people like Martha Conradt who would like to support us but cannot make the meeting. He acknowledges that staff does so well he is unaware of when they are being taxed. An example is the HOA meeting and is it worth the effort, time, and money involved. How we are spending staff's time that prevents us from do other things and is that the way we

want to spend it? Is this membership we stick with the upcoming year or do we want to expand it to the Prairie Village view that we take what people can offer and an opportunity to participate.

- Andrew Van Der Laan asks if during the summer planning time whether we've been rigorous with a project prioritization, these are what we want to work on or these are our goals for the year. Focus on a project prioritization plan and if we get this knock off the list then we can continue to move down. If resources are stalling out then this is how much we can get done this year. Vice-Chair Cain agreed. She mentions the recent talks of urban forestry and having a having tree committee is fabulous idea but it layers another group of volunteers, meetings, and staff. She reiterates again, what we are asking to staff do. And when we ask staff to do something, what is not getting done.
- Chair Filla commented on the board's laser like focus for the first year and being awarded a second year extension.
- Chair Filla asks Brian Cullum to meet with Martha Conradt to discuss PR, media and communications. Some of the roles and responsibilities have been defined and needs to stay the same that have a succession plan. An example is PR and communication. Others are project based like the BFC (Bicycle Friendly Committee). She asks Andrew Van Der Laan to meet with Martha Conradt and take the lead to define roles and responsibilities and communication strategies along with Brian Cullum, Gareth Matthews, Chuck Sipple, and herself.
- Chair Filla asks members to decide on a Prairie Village model or do members be involved with only one interest. Then there's a whole new thought of adding a Green Space Advisory Committee that focuses on trees either a separate or a sub under SAB. The committee will decide on this and whether to recommend it to Council.
- Members share their opinions and ideas of another kind of active supporting of friends of SAB or putting up Green Space Advisory.
 - Andrew Van Der Laan suggests picking one program, one opportunity or one project and trail using members outside the circle. He brings up excellent questions that could be asked.
 - Vice-Chair Cain shares that we already have that type of model which is the BFC (7 members), a sub of Parks & Recreation. The BFC has expanded its roles.
 - Chris Claxton shared the BFC history and should be back under the SAB due to the interest. Her first recommendation is bring BFC back under the SAB umbrella. Ongoing interests or projects are not going to be pushed aside. Water is the same; there's lots of it and effects many areas that we have (stormwater, parks & rec). It's important and the team has invested in it with testing kits, etc. A champion is needed so that this interest is not abandoned. Vice-Chair Cain is correct that adding a subcommittee means adding staff. Need to look at the bigger picture. Parks & Recreation have several really huge projects coming up and impacting staff. This will depend on its structure.
 - Scott Pashia commented that each year we take a main topic and grown into the HOA presentation. This year we went in a couple directions and in the year's past has been successful. The committee cannot tackle all interests every year. Aligning an interest, proposing it to the city is a good strategy.
 - Vice-Chair Cain suggests the HOA meeting be every other year due to the work load (40% + members and staff time). In the off years, then the committee can dive into bigger projects and so can the staff.
 - Bob Pierson asks if the committee is happy with the recycling results. Many members have felt that it is a success. Chair Filla expands on it.
 - Chuck Sipple echo Vice-Chair Cain's idea of having it every other year. As an HOA participant, you do not want to hear the same things every year that you go. He comments further.
 - Andrew Van Der Laan likes Vice-Chair Cain's idea. He mentions having a compelling benefit such as finding people for a subcommittee. If it is important to recruit, then that recruitment needs to be a part of the HOA meeting. Members discuss further.
 - Gareth Matthews was not aware of the issue of city staff time. He would like to find a solution to have more volunteers that can take on projects without burdening city staff. It's disappointing to be turning away people who want to donate their time and service like a supporting member.
 - Mike Gillaspie also pointed out that they may not want to volunteer on a regular basis every month.
 - Brian Anderson sits on various committees. He takes what citizens tell him as the direction they want to go. The recent focus is on trees. He feels it is important. It is what he went to school for. It's not just in change in staff time; it's multiple department staff time. Staff has to time to execute what the city decides to do and need someone to follow through with the program. BFC is an example. Other departments are present (City Engineer, Planning Official, and Police) are needed for their expertise. He has suggested having a bike coordinator and be further ahead. The BFC wants to apply for Bicycle Friendly Committee and have him draft it within a couple of weeks. He mentions that having an extra person would benefit him. Staff often has information that a volunteers does not have access to. It ends up coming back to staff even when a volunteer volunteers. Members discuss it further. He shared the community gardens plans and ideas. Chair Filla emphasizes that

sustainability is like a web. It changes all it touches. An example is how our Pedestrian and Bicycle Master Plan is changing Public Works and Planning. This is a natural success as BFC started from the SAB to become a working formal subcommittee. The biggest suggestion she has heard is how do we make the annual sustainability summit less effort and choose one topic like water and that's all we talk about. The city picks up the budget. Our list is constantly used. She liked the idea of having a meeting annually. She feels that the camaraderie was great at the last meeting. The simplicity of one topic is a fresh approach plus city updates, and socialization, etc. Several HOAs even helped distributed our sustainable activities. Members discuss it further. They also reviewed the spreadsheet of the Top 34, 80%.

- Chuck Sipple suggests developing a mailing list of active HOA officers to send a quarterly newsletters mailing of our sustainability projects. Members discuss this idea and expand on it further. Members like this idea.
 - Mike Gillaspie cites that the website is a completely underuse website. Tons of good information on there.
- Assigning the top 34 HOAs. Members need to contact their HOA and based on the information gathered, incorporate into our strategy. Talk to the president board, gather their current board information and feedback.

Debra The Cloisters
Huntington Farms
Highlands

Chuck Leawood Country Manor
Highlands Ranch
Worthington
Siena (lives there)

Mike Verona Gardens
Highlands Ranch Villas
Leawood Hills West (lives there)
Hunter's Ridge

Alicia Whitehorse
Highlands Creek

Gareth Waterford
Wilshire Place (lives there)
Wilshire

Scott Leawood Estates
Hallbrook Farms
The Woods

Bob East Oxford Hills
West Oxford Hills
Leawood Falls

Jim Leawood (lives there)
Carriage Crossing
Villas of Leawood

Chris S Steeplechase
Pavilions (lives there)
Camden Woods
Lea Brooke

Andrew Patrician Woods East
Patrician Woods West
Woodlands
Cherry Creek

Brian C Leawood South
Berkshire
Royse
Greenbrier

Adjourn

- Meeting adjourns at 9:09 am. Next meeting is June 11, 2015.
- Future meetings for 2015: July 9, Sept 10, Oct 8, and Nov 12.
- No meetings in March, August, and December.

Prairie Village Environment/Recycling Committee Membership

Active Members: Upon an invitation from the Mayor, the volunteer commits to serve a three-year term. Active members regularly attend Committee meetings at 7:00PM on the 4th Wednesday of every month. Ideally, there should be no more than three missed meetings in a given year. Dependable participation in Committee sponsored projects and events is expected, as is participation in public meetings, and in online or write-in efforts to address environmental issues.

Supporting Members: The term of a supporting member is three years. The supporting member is invited, but not required, to attend all regular Committee meetings. The supporting member is also invited to volunteer in support of at least one Committee sponsored project or event each year, and to participate in public meetings, and in online or write-in efforts to address environmental issues.

Friends: A friend of the Committee is welcome at all regular sessions and invited to volunteer on any committee sponsored project or event. Friends are encouraged to attend public meetings and to make their opinions known to their legislators on matters of the environment.