

Sustainability Advisory Board

November 10TH, 2016 MINUTES

✦ Welcome, Introductions, and News

- Members meet and greet.

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

- Vice-Chair Filla motioned to approve the amended agenda. Alicia Jennings seconded. Motion passed unanimously.
- Kenny Johnston motioned to approve the amended October 13th meeting minutes. Scott Pashia seconded. Motion passed unanimously.

✦ Action Items

- Will be reviewed next meeting.

✦ Master Calendar

- Members reviewed and revised the calendar.

✦ Communications

▪ DB Update/HOA Assignments

- Mark Andrasik explains the database process from entering home owner information, population of the website and verifying that information. He also explains the kinds of information the group is hoping to receive and maintain to which everybody can use as the one main source. The goal is eliminate shadow systems from city departments. He emphasized that the information contained in the database will be monitored and protected.
- Greg Damron, Police, was a key developer in building this database.
- Gareth Matthews suggests sending out another letter in attempt to collect HOA information prior to calling people.
- Vice-Chair Filla's HOA spreadsheet's informational color statuses are explained. She has made liaison assignments with HOAs. Members are encouraged to be liaisons to 4-5 HOAs each. Yellow highlighted HOAs are current in their information. Members discuss talking to homeowners and retrieving their information.
- Members discuss their concerns and suggestions for the database.

Action Items:

- Members are to send their updated HOA contact information to Mark Andrasik by November 14th.
- Mark Andrasik will send out one more mailing/request for HOA information to homeowners left on the list but have not updated their information. All information should be received by December 8th.
- Gareth Matthew's letter will be updated and sent out November 16th.

- **Schools – Leadership Award, Tree Poster Contest** - Pass

- **Friends of SAB** - Pass

▪ Main Routes to School

- BFC meeting included parents from Brookwood School who voiced their child's safety concerns regarding school routes. Gareth Matthews explained the process that first begins with the Principal and

ATTENDEES

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

- Chuck Sipple, Chair**
- Debra Filla, Vice-Chair**
- Brian Cullum**
- Katherine Gallion**
- Alicia Jennings**
- Kenny Johnston**
- Gareth Matthews**
- Kenn Miller**
- Scott Pashia**
- Bob Pierson**
- Jim Potter**

- Chris Claxton**
Parks & Recreation Director
- Brian Anderson**
Parks Superintendent
- Marica Putman**
Administrative Graphics Tech
- Scott Gamerl**
Outdoor Education Supervisor
- Scott Lambers**
City Administrator
- Kevin Jeffries**
President & CEO
Leawood Chamber of
Commerce

Guests

- Kathy Corbin**
- Mark Andrasik, IS Director**
- _____

PTO. Vice-Chair Filla suggests that she, Gareth Matthews, Chair Sipple, and Alicia Jennings meet with Mayor Peggy Dunn and City Administrator Scott Lambers to discuss the process and draft a letter to explain the process to all the schools.

- Members discuss problematic areas.
- Gareth Matthews explains the process.
 - 1. Identify routes in the school community (PTO).
 - 2. Match routes to the student population.
 - 3. Principal's agreement and the school community (PTO) to sign off, then a consensus of what they want and to move forward. Then the City gets involved.

Action Items:

- *Vice-Chair Filla will set up the meeting, inviting key members of the BFC to discuss main routes to school and its purpose.*
- *After meeting with the mayor and city administrator, Gareth Matthews can then draft a letter for the mayor to send out to schools that explains this process of determining main routes to school.*

🌿 Conservation

▪ Stream Team Clean Up

- Fall Tomahawk Trail Clean-Up took place at Tomahawk Park last week. Chair Sipple offers his thanks and congrats to Kenn Miller, who made things happen. Up to seventy-five families showed up to assist in the clean-up. A majority of the participants were Cubs.
- Scott Gamerl shares event details, noting that 2 trucks of trash were collected.
- Members involved are discussing improvements for next year and making this event is exclusive.

Action Items:

- *Scott Gamerl to draft a letter to send out, an all-city blast along with committees mentioning this great service opportunity that can be forwarded.*
- *Kenn Miller will send photos to Marica Putman for use in the program guide.*

▪ Community Gardens

- The community garden at the fire station is closed for 2017/2018 because they are building a new fire station.
- Vice-Chair Filla wrote up a council report for a new working Community Garden subcommittee from now until March to ask questions about potential sites, partnerships with schools, churches, HOA common ground areas, retirement homes, etc. Discussions include care and maintenance of the grounds, etc.
- On board is Kayla Bruce who started the gardens and Hershy Hershman who signed up to be a leader for the gardens. Scott Gamerl will also be on the committee along with Vice-Chair Filla.
- There is a work session for trees and landscaping with Planning on Tuesday, November 29th. Members will discuss planting issues and more.

▪ Water Irrigation

- Kenny Johnston cites that we can offer subsidies for smart water irrigation systems similar to the one Johnson County Stormwater offers for rain gardens and rain barrels. He will continue to work on a proposal.
- Brian Anderson informs all that the City's system is progressive and explains the system in depth. These systems have the ability to sense moisture and turn them on or off. There are mishaps and malfunctions from time to time.
- Members discuss matching dollars, Hallbrook's system, and the having WaterOne present as a vendor.

Action Items:

- *If interested in the community gardens, please contact Vice-Chair Filla.*

🌿 Sustainability Summit (Annual HOA Meeting)

▪ Assignments: Save the Date Review

- Members review the Save the Date pdf and suggest changes.

- **Assignments: Food**
 - Hereford House's heavy appetizers.
 - Heavy appetizers provide more social interaction for guests to mingle rather than the sit and stay with a dinner meal.
- **Presentation Quick Look**
 - Members get a quick look at the presentation in progress.
 - Suggestions and revisions are made.
- **Assignments: Vendor Tables**
 - Suggested vendors are added to [Alicia Jennings](#) list.

Action Items:

- *Marica Putman to revise the Save the Date postcard and send via email.*
- *Chris Claxton will review Hereford House's heavy appetizer choices.*
- *Kathy Corbin to contact Johnson County Environmental and have 2 tables set up with samples of what can be recycled and cannot be recycled curbside.*

Adjourn

- **Upcoming Meetings**
 - Work Session December 8th.
 - Next SAB meeting is January 12, 2017.
 - Future meeting dates in 2017: February 9th, and April 13th.
 - No meetings in March, August, and December.