

**LIVABLE STREETS ADVISORY BOARD
ACTION LETTER
CITY OF LEE'S SUMMIT**

Tuesday, October 15, 2013
7:00 p.m.

Present –

<i>* Craig Faith</i>	<i>Present</i>	<i>Ed Kraemer</i>	<i>Present</i>
<i>Bob Busby</i>	<i>Present</i>	<i>Molly Wichman</i>	<i>Present</i>
<i>Dan Wiltshire</i>	<i>Present</i>	<i>Eric Kratz</i>	<i>Present</i>
<i>Kathryn Biagioli</i>	<i>Present</i>	<i>Greg Hunsucker</i>	<i>Present</i>
<i>Mike Barnett</i>	<i>Absent</i>	<i>Matthew Fuller</i>	<i>Absent</i>
<i>Ajia Mignon</i>	<i>Absent</i>		

Staff Liaison Michael Park, City Council Liaison Rob Binney, and former board member Ryan Philyaw were present.

1. CALL TO ORDER:

Chair, Craig Faith, called the meeting to order at 7:01 p.m.

2. PUBLIC COMMENTS:

None. Craig Faith welcomed Molly Wichman, replacing Ryan Philyaw, to the board. She introduced herself, her background and her interests in Livable Streets.

3. APPROVAL OF AGENDA:

On motion of Bob Busby, second by Greg Hunsucker, the Board voted unanimously to approve the agenda as posted.

4. APPROVAL OF September 17, 2013 MEETING MINUTES:

On motion of Dan Wiltshire, second by Ed Kraemer, the Board voted unanimously to approve the September 17th, 2013 meeting minutes.

5. COMMITTEE ASSIGNMENTS AND REPORTS:

A general description of each board committee and associated responsibilities was provided to Ms. Wichman.

- Encouragement/Education Committee

Kathy Biagioli had a meeting with Vince Schmoeger, Public Works Project Manager for sidewalk improvements, regarding information for an article she submitted to the Journal on October 2nd. The article has yet to be published. The article is titled "Where the Sidewalk Begins." She reported participation by five elementary schools (Longview, Lee's Summit, Highland Park, Prairie View, and Westview) in Walk/Bike to School Day on October 9th. The event was very successful. With the help of Linda Thompson, R7 Transportation Director, all five schools registered for the event online at walktoschoolkc.com, a regional initiative for tracking activities. The November article is about "road diets" and traffic calming. She will coordinate her material research with Michael Park. Mr. Park will send Ms. Biagioli and Craig Faith the traffic calming paper he authored for the Institute of Transportation Engineers. Ms. Biagioli provided a draft orientation packet for Encouragement/Education Committee activities and procedures to Michael Park and

Ed Kraemer prior to the meeting for review. That review has not yet been completed. Eric Kratz gave an update on the website revisions. All the suggested changes developed by the board at previous meetings have been incorporated. Mr. Kratz will make additional changes to the website as future comments from the board are received. He is also collecting statistics on web traffic that will be available to board members on request and distributed weekly to board leadership.

- Designations/Awards Committee

There was nothing to report.

- Development Standards/Codes Committee

Bob Busby presented the bicycle related ordinances that were reviewed by the board at the previous meeting and revised accordingly for board approval. He briefly gave a description of the changes and process. The proposed ordinance revisions would go to the Police Department for consideration. The Police Department would shepherd these ordinance revisions, as recommended by the Police Department, through the established Council approval process. Michael Park confirmed that all of the recommendations submitted by the board had been incorporated in the presented ordinances. Ed Kraemer noted the absence of a harassment ordinance, safe passing ordinance and “dead red” ordinance proposals. He still needed to draft these ordinances for board consideration. Michael Park noted the “dead red” ordinance was already state law, but local ordinance would aid in enforcement activity. Craig Faith expressed a desire to have a complete package of bicycle related ordinance revisions before sending the information to the Police Department and City Council. The board agreed to wait for this additional information (e.g. Ed Kraemer’s ordinance proposals); a complete package, before a formal recommendation by the board is made. There was still some remaining disagreement among board members on the final recommendations, particularly associated commentary. The commentary would not be included in the final ordinance recommendations. Although there was discussion regarding specific ordinance 29-520 revisions, the consensus of the board was not to change the recommended language agreed upon in committee and determined at the last board meeting. Several other provisional changes to these ordinances were clarified for board members that were absent at the last board meeting. Additional discussion regarding the current draft of bicycle related ordinance revisions could occur at the next committee meeting. Another committee meeting will be held before the next board meeting to consider these issues and additional requested information provided by Ed Kraemer.

6. BUSINESS/DISCUSSIONS:

- Review Final Livable Streets Information/Pamphlets (e.g. Downtown Days/Oktoberfest)

Michael Park provided copies of the final Livable Streets pamphlet, Transit pamphlet, and Bike Routes pamphlet for board reference. These pamphlets contained the same information as presented at the previous monthly board meeting. At the request of the board, more color, graphics, pictures and brand integration were incorporated. QR Codes were added for maps and web links (developed by Eric Kratz). These pamphlets were approved by City Administration. These informational resources can be used at events and other places. The board expressed its gratitude and appreciation for these materials. Michael Park will send these pamphlets to the board in a pdf format for future use. If additional copies are needed the board should submit a request to either Michael Park or the City Administration Department (Melissa Fears).

- Neighborhood Assessments for Walkability

Craig Faith shared some information about student engaged walkability surveys done in

Springfield, MO. The board was interested in discussing potential opportunities for its application in Lee's Summit. Mr. Faith will collect more information regarding this initiative for discussion at the next board meeting and Mr. Park will be prepared to address relative questions to past experience, if any, in the community.

- Review LSAB Strategic Plan

Mr. Park handed out the LSAB Strategic Plan and reviewed progress for each action item listed. All short term action items were either completed (e.g. Bicycle Transportation Plan adoption and Bicycle Friendly Community Designation) or ongoing (e.g. Bicycle and Pedestrian Education Activities and Improve Safety via Policy Recommendations). Several examples of accomplishment were shared. Some performance and objective measures were available, such as the Annual Transportation Report, but there was a general lacking of documented, accessible, progress/performance relative to the strategic goals. A scorecard is a long-term strategy in the plan that is has not been developed. Some of the other long-term goals are already in progress or a continuation of short-term goals. Additional discussion regarding strategic plan performance measurement and board activity measures were desired by the board and scheduled for the next meeting.

7. PROJECT UPDATES/UPCOMING EVENTS:

Council Liaison Rob Binney absent at 8:30 p.m.

- Development Activity Update

Michael Park provided a brief summary of recent development activity. It was noted that all recent development has complied with the Livable Streets resolution, or exceeded the current requirements for pedestrian and bicycle accommodation. There was no discussion.

8. ROUNDTABLE:

Mr. Park shared his experience and attendance, along with board member Bob Busby, at a locally hosted Bicycle Transportation Planning Workshop provided by BikeWalkKC. This was a two-day workshop that included other engineers, planners, administrators/management, and parks and recreation staff from Raytown and Lee's Summit.

Kathy Biagioli commented on Ed Kraemer's article published from the Kansas City Academy of Physicians on Livable Streets in the Sunday Kansas City Star. Ed Kraemer will talk to physicians at the University of Missouri Medical School on October 30th and later in November in Branson, MO, about the health impacts of active lifestyles (Livable Streets).

9. NEXT MEETING: November 19, 2013

10. ADJOURN:

There being no further business, on motion by Bob Busby, second by Greg Hunsucker, the Board voted unanimously to adjourn the meeting. The October 15, 2013 Livable Streets Advisory Board meeting was **ADJOURNED** at 8:46 p.m.

Michael Park, PE, PTOE
City Traffic Engineer