

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

Tuesday, August 20, 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>Absent</i>	<i>Ryan Philyaw</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>Present</i>	<i>Matthew Fuller</i>	<i>Present</i>
<i>Ajia Mignon</i>	<i>Absent</i>		

Staff Liaison Michael Park and City Council Liaison Rob Binney were present.

1. CALL TO ORDER:

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

2. PUBLIC COMMENTS:

None

3. APPROVAL OF AGENDA:

On motion of Dan Wiltshire, second by Ed Kraemer, the Board voted unanimously to approve the agenda as amended such that Item #6 – ITN Presentation would precede Item #5 (Committee Assignments and Reports) in order. The agenda amendment was moved by Dan Wiltshire, second by Ed Kraemer with unanimous Board support.

4. APPROVAL OF June 18, 2013 MEETING MINUTES:

On motion of Dan Wiltshire, second by Mike Barnett, the Board voted unanimously to approve the June 18th, 2013 meeting minutes. The July 16th, 2013 meeting was cancelled due to a lack of quorum.

5. COMMITTEE ASSIGNMENTS AND REPORTS:

- Encouragement/Education Committee

Kathy Biagioli had a meeting with Linda Thompson, R7 School District (Lee's Summit) Transportation Director, on Monday June 24th at 1:00 in her office (Stansbury Center on Tudor Road). She and Linda discussed the October 9th, 2013 National Walk/Bike to School Day event, which will be held on October 8th (or October 10th as a rain-out date) in Lee's Summit since October 9th is late-start Wednesday. Five elementary schools (Longview Farm, Westview, Lee's Summit, Highland Park, and Prairie View) have committed to participate. Last year, Longview Farm, Lee's Summit and Westview participated. Ms. Biagioli also noted the article she submitted for print in the local papers in July (Going Places While Aging in Place). An article regarding sidewalks is desired for September publication. Ms. Biagioli has a meeting scheduled with XXV Study Group on August 26th at 7:00 PM. The XXV Study Group, an organization, is generally interested in the Livable Streets initiative (e.g. what is Livable Streets...what is happening in Lee's Summit). Craig Faith asked the Committee to develop an orientation packet/outline for discussion at the next LSAB meeting. The board agreed this type of information would be helpful for new board members and continuity.

- Designations/Awards Committee

There was nothing to report.

- Development Standards/Codes Committee

There was nothing to report.

6. DISCUSSIONS/PRESENTATIONS:

- ITN (Elderly Transit)

Suzy Makalous from ITN (Independent Transportation Network) gave a presentation on ITN. Information regarding ITN is attached. ITN will pilot its program in Lee's Summit, being the first launch in the metro area. ITN has similar programs successfully operating in other metropolitan areas in the US. The Lee's Summit launch date is September 15th. They are seeking volunteer drivers and soliciting users. They need 17 drivers (10 volunteer drivers are already trained) before they can start operations. The services are limited to older adults (65 yrs and older) as well as visually impaired persons. All customers must be capable of getting in and out of transportation vehicles (cars). The cost for service will be \$125 per month for unlimited trips, but this can change if the cost model is unsupported (other city operations have a per trip cost basis). 24-Hour advance scheduling is required. They need at least 350 riders per year within 5 years to sustain the program. If successful in Lee's Summit, ITN plans to expand services throughout the Kansas City metropolitan area.

Ajia Mignon present at 7:07. Council Liaison Rob Binney absent at 7:10.

- LSAB Involvement/Livable Streets Information at Community Events (e.g. Downtown Days/Oktoberfest)

The Board shared a common interest in participating at community events to provide information related to Livable Streets Lee's Summit. Information about Livable Streets could be available for these types of events without much, if any, required resources or effort. This action was supported by the Board. Michael Park will bring informational pamphlets for LSAB membership and the Lee's Summit Livable Streets initiative to the next board meeting for further discussion, review and possible acceptance as resources at future community events.

- Livable Streets Presentation Template – Michael Park

Mr. Park provided a PowerPoint presentation he developed (with use of past presentations he and Ed Kraemer had completed) regarding Livable Streets Lee's Summit. This presentation included an unfocused discussion of Livable Streets, its definition, cause, benefits, the policy in Lee's Summit, its development and implementation with reference to many examples of Livable Streets issues, projects and accolades pertinent to Lee's Summit from 2008 to date. This presentation was formatted with the City's new brand and could be used by board members for Livable Streets education and promotion efforts. Other presentation slides are available from Michael Park for potential use that focus on public health, forestry, detailed development history, LS360 Planning, etc. The presentation was emailed to all board members for review, comment and discretionary use.

7. PROJECT UPDATES/UPCOMING EVENTS:

- Development Activity Update

Michael Park provided an update on current development projects (e.g. Family Ranch Land Reclamation for Redevelopment, Dental Office Downtown, Abundant Life Baptist Church expansion plans and increased residential development applications). He mentioned progress of several capital projects (e.g. O'Brien Road paved shoulders, Pryor Road paved shoulders, traffic signals at 2nd and Douglas and 3rd and Jefferson, traffic calming along Bridlewood Drive and Coral Drive).

8. ROUNDTABLE:

Craig Faith asked the board if it's regularly scheduled July and December meetings should be cancelled annually in consideration of past patterned quorum issues on these months. These months typically have significant conflict for board members. It was also noted, these months could provide a reprieve in activity throughout the year for board members. The board unanimously agreed. A formal change in this regard though board motion would be considered at the next meeting.

Ryan Philyaw will be vacating his position on the board due to other necessary commitments. He has given his notice and will remain on the board, serving as needed, until his replacement is appointed by the Mayor. The board expressed its appreciation for Ryan's service, an active member in the Livable Streets Planning Committee that preceded the board and a member of the board since it was created in February 2011. Mike Barnett indicated this would likely be his last term serving on LSAB (ending February 2014) since he cannot assure the necessary time commitment for continued board service in consideration of his new business endeavors.

Ed Kraemer shared Craig Faith's announcement for City Council campaign, congratulated Eric Kratz for completing the Iron Man Competition, mentioned several bike rides scheduled over the next several weeks in Lee's Summit, invited board members to attend a workshop for Planning Sustainable Communities & Integrating Public Health provided by MARC on September 10th (he and Matthew Fuller plan to attend), and noted board membership information on the website is outdated.

Michael Park shared information regarding his attendance at the national ITE (Institute of Transportation Engineers) Conference in Boston, his receipt of the ITE Past Presidents' Award for Merit in Transportation Engineering, which was largely related to Livable Streets Lee's Summit, and the City's receipt of the Mid-Western ITE Section Transportation Achievement Award for the Lee's Summit Neighborhood Traffic Safety Program. He is involved in the State Highway Safety Plan for Jackson County, noting crashes in Lee's Summit have continued to decline for another consecutive year. Mr. Park said City Council passed the motorized bicycle ordinance as recommended by the board with an additional condition requiring helmets. He is also coordinating a bicycle safety training opportunity for Lee's Summit through BikeWalk KC, if projected attendance can meet BikeWalk KC targets. All board members will be invited to attend if the training opportunity is scheduled.

9. NEXT MEETING: September 17, 2013

10. ADJOURN:

*There being no further business, on motion by Dan Wiltshire, second by Mike Barnett, the Board voted unanimously to adjourn the meeting. The August 20, 2013 Livable Streets Advisory Board meeting was **ADJOURNED** at 8:53 p.m.*