

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

Tuesday, September 17, 2013
7:00 p.m.

Present –

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

Staff Liaison Michael Park was present.

1. CALL TO ORDER:

Vice-Chair, Dan Wiltshire, called the meeting to order at 7:02 p.m.

2. PUBLIC COMMENTS:

None

3. APPROVAL OF AGENDA:

On motion of Ed Kraemer, second by Matthew Fuller, the Board voted unanimously to approve the agenda as posted.

4. APPROVAL OF August 20, 2013 MEETING MINUTES:

On motion of Ed Kraemer, second by Matthew Fuller, the Board voted unanimously to approve the August 20th, 2013 meeting minutes.

5. COMMITTEE ASSIGNMENTS AND REPORTS:

- Encouragement/Education Committee

Kathy Biagioli had a meeting with Study Group XXV on August 26th at 7:00 PM. Study Group XXV, a women's organization, was generally interested in the Livable Streets initiative. They were very positive and offered to help further develop livable streets in the future. The August article, "Walk to School Day Around the Corner" was done by participating elementary school principals. The September article is a reprint of the history and fun facts for Safe Routes to School. Ms. Biagioli met with Vince Schmoeger from Public Works (Sidewalk Program Manager) and will use some of the meeting information for the October article regarding city sidewalk work. Bike and Walk to School Day is the week of October 7th. Information for this event, particularly data collection and participation registration requested by the Mid-America Regional Council, was sent to all five participating elementary schools.

Ed Kraemer noted his interview with the media regarding bicycle safety. Craig Faith, Jim Green (Police Department) and Chris Depue (Police Department) were also part of the media interview. The Journal wrote an article on bicycle safety using parts of the interview. The article was instigated and referenced the recent bicycle crash on Colbern Road. Fox 4 also ran the story. The story focused on bicycles and automobiles operating safely together in the roadway and

offered safety tips. The video may be purchased from Fox 4. If purchased, the video may be useful on the LSAB website or the City's Access Channel.

Kathy Biagioli did not have an update regarding the LSAB orientation packet. She said the PowerPoint presentation given last month and provided to the board was very useful in her discussions with Study Group XXV. This PowerPoint should be part of the orientation packet. She will focus on orientation packet information for the Encouragement and Education Committee. The board will provide other committee information as well as general board information (e.g. background, plans, and procedures).

In the absence of Eric Kratz, website administrator, an update regarding the website revisions proposed by the board will be provided next month. Mr. Park said the City website was updated to reflect the current LSAB roster and contact information.

- Designations/Awards Committee

There was nothing to report.

- Development Standards/Codes Committee

Bob Busby presented an introduction, goals and way forward from the committee review of bike related ordinances. He provided a copy of the committees comments and recommendations for all available existing ordinances related to bicycle travel in Lee's Summit. The board discussed the committee's suggestions, questions were addressed and revisions were made. Ed Kraemer will send Michael Park information regarding "Dead Red Bike Laws" and "Non-Harassment Bike Laws" as additions to the existing ordinances for inclusion. Michael Park will draft the final version of the recommended ordinances. The final version that summarizes this review with board recommended revisions and additions to the ordinances will be given to the board for adoption at the next meeting. These proposed ordinance revisions and additions will then be given to the Police Department for consideration. When the ordinances are given to the Police Department, the board requests delivery by the Chair and at least one member of the committee responsible for the initial review. Board leadership should consider what is next for the committee to work on. Until the board, staff or council provides the committee with another specific task (e.g. review of pedestrian related ordinances, trail intersections, leash laws, etc.), there work is done.

6. BUSINESS/DISCUSSIONS:

- Consideration to annually cancel the July and December board meetings

The board generally decided to cancel the December 2013 meeting. Other meeting cancellations would be determined each year, as needed, rather than by any set cancellation schedule.

- Review Livable Streets Information for Community Events (e.g. Downtown Days/Oktoberfest)

Michael Park shared several livable streets related pamphlets. These pamphlets were in draft form. Specifically discussed with the board were the Bike pamphlet and Livable Streets pamphlet. The board liked the information, some of which came from previous pamphlets used in the planning livable streets committee work. The board desired more color and graphics if possible. Michael requested a QR code for the website and the bike route map. Ms. Biagioli will send Michael the QR codes with help from Eric Kratz. Other pamphlets will be developed by Michael (e.g. Transit and adapted to the current brand of Lee's Summit). Any additional comments by the board were requested by Michael as soon as possible for inclusion in the pamphlets before Oktoberfest. The intent is to share the pamphlets at Oktoberfest and other events thereafter.

Ryan Philyaw suggested this information also be given to the public libraries in Lee's Summit. Depending on funding to produce the pamphlets, the information will be distributed as much as possible, including libraries. The board would also like the development of a large bike map that folds into a pocket size similar to what KCMO has available.

- Review LSAB Strategic Plan

Due to time constraints and the desire for full board attendance this item was deferred to a future meeting.

7. PROJECT UPDATES/UPCOMING EVENTS:

- Development Activity Update

Due to time constraints there was no discussion.

8. ROUNDTABLE:

Due to time constraints there was no discussion.

9. NEXT MEETING: October 15, 2013

10. ADJOURN:

*There being no further business, on motion by Bob Busby, second by Matthew Fuller, the Board voted unanimously to adjourn the meeting. The September 17, 2013 Livable Streets Advisory Board meeting was **ADJOURNED** at 8:41 p.m.*

Michael Park, PE, PTOE
City Traffic Engineer