

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

Tuesday, March 18, 2014
7:00 p.m.

Present –

<i>* Craig Faith</i>	<i>Absent</i>	<i>Ed Kraemer</i>	<i>Absent</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>Absent</i>
<i>Eric Vaughan</i>	<i>Present</i>	<i>Greg Hunsucker</i>	<i>Present</i>
<i>Barbara Keller</i>	<i>Present</i>	<i>Matthew Fuller</i>	<i>Present</i>
<i>Vacant</i>	<i>Absent</i>		

Staff Liaison Michael Park and City Council Liaison Rob Binney were 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 Bob Busby, second by Matthew Fuller, the Board voted unanimously to approve the agenda as posted.

The board welcomed new member Barbara Keller to her first meeting. Board members introduced themselves and their background to Ms. Keller and she did the same in return.

4. APPROVAL OF February 18, 2014 MEETING MINUTES:

On motion of Matthew Fuller, second by Bob Busby, the Board voted unanimously to approve the February 18th, 2014 meeting minutes as written.

5. COMMITTEE ASSIGNMENTS AND REPORTS:

- Committee Members

Barbara Keller confirmed her appointment to the Encouragement and Education Committee.

- Encouragement/Education Committee

Matthew Fuller noted an article he submitted to the Journal and Tribune for publication. He also reminded the group that May is Bike and Walk Month. Next month's agenda needs to include time for discussion of May Bike and Walk Month activities (e.g. advertisement, proclamation, etc.) Eric Vaughn volunteered to assist in producing articles for future news publications.

- Designations/Awards Committee

There was no significant activity to share. Dan Wiltshire provided a brief review of the Bicycle Friendly Community and Walk Friendly Community programs for new board members reference.

- Development Standards/Codes Committee

There was no significant activity to share. Bob Busby shared a description of committee role and responsibilities, past activities and current status of work (e.g. bicycle related ordinances) for new board members reference.

6. BUSINESS/DISCUSSIONS:

- Neighborhood Assessments for Walkability

There was no board discussion on the topic considering Craig Faith announced postponement of this agenda item prior to the meeting via email to the board. It will be reconsidered on the April agenda.

7. PROJECT UPDATES/UPCOMING EVENTS:

- 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. He also noted a review of the annual Capital Improvement Plan will be scheduled on the next board agenda. The 2015-2019 CIP will be presented to City Council and Planning Commission for adoption in April/May. Mr. Park also reminded the board of the upcoming April 8th Election. He briefly reviewed the election items and reiterated the board, like staff, cannot take an official position in support or opposed to the bond issue, and must remain unbiased and neutral while providing information. However, as individuals they may express their opinions freely.

8. ROUNDTABLE:

Michael Park mentioned a magazine introduction in the metro area, BikelifeKC from Boulder, CO. The magazine publishers inquired to Lee's Summit's participation and advertising. Eric Vaughan provided some additional information on this subject being a part of BikeWalkKC, the Kansas City organization leading its initiative for the area. Mr. Park indicated he had moved this issue into the direction of its Brand Manager for further consideration. Mr. Park noted the start of MARC's Regional Bikeway Plan update, which he is actively involved for the City. This update should be completed by the end of the year. The City also participated in a national study on Livable Streets by Smart Growth America; using the downtown project as a reference example. It's not known whether Lee's Summit will be featured or when the study will be completed. Mr. Park indicated the next agenda would include a CIP update and an election of board chair and vice-chair. Any interest in board positions would be solicited by Mr. Park before the next meeting and additional considerations would be heard at the time of election.

Mr. Busby suggested an agenda item on the next meeting or soon after to discuss a work session and whether a work session is desired by the board and what topics, dates, location, etc. would be included. Greg Hunsucker thought a work session or at least a regular meeting focused on strategic plan, goals and objectives review is needed. Other future meeting agenda items of interest to the board include a review of non-profit status for financial donations or funding and legal conditions/responsibilities of the board, its members and meetings/business/operations.

Councilman Binney recommended a report card be developed for future updates to City Council that aligns with the strategic plan, goals, objectives, etc. He announced an event on April 12th by the City, Recycle Fest, at City Hall from 8-12 in the morning. All recyclables will be collected at the event,

including bicycles. Years past have been very successful and hundreds of bicycles have been recycled and reused. Mr. Binney noted the Rock Island RR right-of-way purchase intent for \$60M by the County had been agreed to by the railroad. This would result in transit and trail development through Lee's Summit, if funded. He also noted the sidewalk bond issue funding has been all used up and that LSAB may want to seek opportunities in the future for support of sales tax issues, bond issues, etc. that continue the sidewalk projects since there remains a lot of maintenance needs and gaps in the network. Mr. Binney said he took the issue regarding sidewalk snow removal to the City Council for consideration and although there was some interest in discussion by he and a couple other council members, there was not enough overall support by the entire council to take interest in the matter and it would not be send it to Committee or LSAB for review. Perhaps this would be reconsidered at another time with different Council members.

9. NEXT MEETING: *April 15, 2014*

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 March 18, 2014 Livable Streets Advisory Board meeting was **ADJOURNED** at 8:06 p.m.*

Michael Park, PE, PTOE
City Traffic Engineer