

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

Tuesday, April 15, 2014  
7:00 p.m.

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Present –

|                       |                |                       |                |
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| <i>* Craig Faith</i>  | <i>Absent</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>Absent</i>  | <i>Eric Kratz</i>     | <i>Present</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>Absent</i>  |
| <i>Vacant</i>         | <i>Absent</i>  |                       |                |

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

**1. CALL TO ORDER:**

*Bob Busby called the meeting to order at 7:05 p.m.*

**2. PUBLIC COMMENTS:**

*None*

**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 March 18, 2014 MEETING MINUTES:**

*On motion of Ed Kraemer, second by Greg Hunsucker, the Board voted unanimously to approve the March 18<sup>th</sup>, 2014 meeting minutes as written.*

**5. ELECTION OF CHAIR AND VICE-CHAIR BOARD POSITIONS:**

*The board tabled this agenda item until later in the agenda such that the election of Chair and Vice-Chair would occur prior to roundtable discussion in the event additional board members might arrive to the meeting late with interest in either the Chair or Vice-Chair position. Greg Hunsucker made the motion, second by Eric Vaughan, with unanimous support.*

*Mr. Park shared an interest conveyed by Craig Faith that he would serve if accepted by the board in either board position if there was no other board member with a strong desire to be Chair or Vice-Chair. Mr. Park also received notice from Bob Busby indicating a willingness to serve in the Chair position. He received no other expressed interests from board members in these positions from solicitations that occurred prior to the meeting. Chair and Vice-Chair nominations were openly taken at the meeting. Bob Busby was nominated for Chair and Greg Hunsucker volunteered for Vice-Chair. Both candidates provided their leadership statements and intended direction for each respective position during the coming year. The board unanimously approved its Chair, Bob Busby, and Vice-Chair, Greg Hunsucker.*

**6. COMMITTEE ASSIGNMENTS AND REPORTS:**

- Encouragement/Education Committee

Matthew Fuller provided the attached information to Michael Park and Craig Faith prior to the meeting to update the board in his absence. Mr. Park shared this information. While addressing questions it was noted that additional school coordination and engagement generally occurs with the October events. Michael and Bob Busby gave a brief history of prior May events and the October activities (last year there were 5 participating elementary schools). The May Bike/Walk Month activities summarized in 2013 were reassigned and will be pursued for 2014. A list of those assignments is also attached in reference to Mr. Fuller's correspondence. In addition, the Chamber of Commerce event coordination was deemed unsuccessful last year such that it would not be a task this year. It was too late to coordinate an event during the Kite Festival but Councilman Binney would be present and board involvement for the 2015 Kite Festival is desired. Bob Busby noted a Mayor/Council event is a good idea for Bike/Walk Month, but months of advance planning is strongly recommended. The Committee will work on a potential event identification (selection) and coordination for Mayor/Council participation in the future then revisit with the board for a recommendation prior the Chair writing any invitation to the Mayor/Council. The board agreed to this approach. Ed Kraemer suggested more work with Parks and Recreation on education/encouragement classes would be helpful. Eric Vaughan said BikeWalkKC could provide bike classes with its resources. Eric Kratz will reach out to Tede Price at Parks and Recreation for other activities and partnerships. The Committee would research these opportunities in more detail and report back to the board.

- Designations/Awards Committee

Michael Park provided a date status for Bicycle Friendly Community designation expiration (end of 2016) and Walk Friendly Community designation expiration (end of 2014). He will prepare and submit a Walk Friendly Community application according to the program schedule prior to the current year expiration for consideration of renewal and/or advancement. If any research assistance from the board is needed, he would make that known at the time. The Walk Friendly Community application would be presented to the board on a future agenda.

- Development Standards/Codes Committee

There was no significant activity to share.

## **7. BUSINESS/DISCUSSIONS:**

- Capital Improvement Plan 2015-2019

Mr. Park reviewed the Capital Improvement Plan 2015-2019 and addressed questions. He also provided some background information related to project selection, funding (bonds, sales tax, etc.), categories (maintenance programs, new construction, airport, streets, water, parks, etc.) and the limited scope of changes and few opportunities for negotiation. He described the Livable Streets summary, its requirement, and matrix reference of project elements. The board was in general concurrence with the plan and had no suggested project revisions. Mr. Park provided the approval process; involving both the Planning Commission and City Council.

- Neighborhood Assessments for Walkability

On motion of Ed Kraemer, second by Eric Vaughan, the Board voted unanimously to defer this discussion until Craig Faith is present. It will be reconsidered on the May agenda.

## **8. 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.*

## **9. ROUNDTABLE:**

*Bob Busby, with board consensus, requests a work session discussion on the next agenda.*

*Ed Kraemer provided an update from his attendance at Bike/Ped Day at the Capital in Jefferson City. The number one issue of discussion was eliminating bicycle from the funding bill. There was a ride with the legislature too.*

*Eric Vaughan noted several events planned for Bike/Ped Month in the region, including: Handle Bar Happy Hour at Spin Pizza on May 10<sup>th</sup>, The Women's Bike Summit at the Kauffman Foundation, Tour de Beer Bike Ride on May 18<sup>th</sup>, Clips of Faith Bike Ride, Beer, and Movies on May 22<sup>nd</sup> at the Nelson Atkins. Additional events and information are available online from BikeWalkKC.*

*Greg Hunsucker asked Eric Vaughan to send Eric Kratz BikeWalkKC information, especially pertaining to special events in the region for inclusion to the Livable Streets Lee's Summit webpage and Facebook page. Eric Vaughan agreed to send this information to Eric Kratz and copy Greg Hunsucker. He will also send them other available calendar information. The board would like to discuss a scheduled/assigned presence at public events. The assignments should be done for at least a couple months in advance, preferably up to a year. A discussion regarding this issue will be placed on a future agenda.*

*The board asked for consideration of identification badges, shirts, banner or the like to market themselves/Livable Streets Advisory Board when present at events, festivals, conferences, organizational meetings, etc. as they represent the City, Livable Streets, and the board. Michael Park will submit this inquiry to city administration and report back to the board at the next meeting.*

## **10. NEXT MEETING: May 20, 2014**

*The board discussed meeting time. Given a historical tendency to adjourn later than scheduled, the board agreed by consensus to change the meeting start time from 7:00 p.m. to 6:30 p.m. and make the agenda 2 hours typical rather than 1 hour 30 minutes. The agenda should then conclude as previously planned (8:30 p.m.). The day and location were not changed. Future meetings will be on the 3<sup>rd</sup> Tuesday of each month from 6:30 p.m. to 8:30 p.m. at City Hall in the Strother Conference Room.*

## **11. ADJOURN:**

*There being no further business, on motion by Barbara Keller, second by Eric Vaughan, the Board voted unanimously to adjourn the meeting. The April 15, 2014 Livable Streets Advisory Board meeting was **ADJOURNED** at 8:55 p.m.*

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Michael Park, PE, PTOE  
City Traffic Engineer

Attachments: Email correspondence (2) and Word document pertaining to Education/Encouragement Committee Update and Discussion