

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

Tuesday, May 20, 2014  
6:30 p.m.

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Present –

<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>Absent</i>
<i>Dan Wiltshire</i>	<i>Present</i>	<i>Eric Kratz</i>	<i>Present</i>
<i>Eric Vaughan</i>	<i>Absent</i>	<i>Greg Hunsucker</i>	<i>Present</i>
<i>Barbara Keller</i>	<i>Absent</i>	<i>Matthew Fuller</i>	<i>Present</i>
<i>Gary Denny</i>	<i>Present</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 6:38 p.m.*

**2. PUBLIC COMMENTS:**

*None*

**3. INTRODUCTION OF NEW BOARD MEMBER GARY DENNY:**

*The Board welcomed Gary Denny. Each member made introductions and provided some background to their interests and experiences with regard to Livable Streets.*

**4. APPROVAL OF AGENDA:**

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

**5. APPROVAL OF April 15, 2014 MEETING MINUTES:**

*On motion of Dan Wiltshire, second by Greg Hunsucker, the Board voted unanimously to approve the April 15<sup>th</sup>, 2014 meeting minutes as written.*

**6. COMMITTEE ASSIGNMENTS AND REPORTS:**

*Each committee chair described the respective committee and its general activities for the benefit of Mr. Denny, being a new board member. Committee assignments would be reviewed at the next board meeting.*

- Encouragement/Education Committee

*Matthew Fuller noted an article had been submitted to him by Molly Wichman for publication in May. He also submitted an article to the local papers for publication in May. Mr. Fuller requested new article ideas be sent to him. It was said that former board member Kathy Biagioli attended a Women's Conference with topics related to Livable Streets and her notes were captured by Mr. Fuller if anyone was interested in the Conference content. Eric Kratz posted both articles that were published by the local papers, authored by board members in May, and the May Bike and Walk Month Proclamation on the livable streets website, Facebook page, and Twitter account.*

*Eric Kratz mentioned exposure on Facebook is shrinking due to changes by Facebook that increased costs.*

*Eric Vaughan present at 7:02.*

*May Bike and Walk Month activities were discussed. The Mayor issued a proclamation, received by the board at the City Council Meeting. The board presence was very appreciated. May Bike and Walk Month messages were attached to the Water Utility Billing in May. Eric Kratz posted the bike education video developed by the City and board member(s) on YouTube. Several potential events for City Council engagement were discussed for potential fall participation. Matt Fuller will follow-up on this issue. With regard to Bike Classes, Eric Vaughan mentioned Confidence Cycling Class through BikeWalkKC could be available. It's a starter course for adults. He said there is also a Blast Program for elementary schools. Ed Kraemer noted past bicycle classes were coordinated with Parks and Recreation as part of summer camps and the Police Department (e.g. Bike Rodeo). Continued discussion about bike classes should be on a future agenda or work session topic. Bob Busby said he met with Hy-Vee and Bike America to coordinate a bike display that will be present in the produce section for about 2 weeks. There were 3 bikes on display.*

*Barbara Keller present at 7:15.*

*Some questions were asked about school involvement in Bike and Walk Month activities. Ed Kraemer noted Walk to School Day was in October and significant work is done in the fall to encourage school participation. Michael Park mentioned at least one elementary school, Longview Farm, did a spring Walk and Bike to School Event (walking school bus). Michael Park will send Matt Fuller some contact information for local schools to begin planning for the October events. Coordination should begin around the 1<sup>st</sup> week of August since personnel are dismissed for summer break. Mr. Park also coordinates school activities for October with BikeWalkKC and MARC as part of the regional efforts.*

- Designations/Awards Committee

*There was nothing to report.*

- Development Standards/Codes Committee

*Bob Busby provided a brief recap of previous work done by the committee and board regarding bicycle related ordinances/review and recommended revisions. This process was on hold until a new Police Chief is hired. Ed Kraemer shared his conversations with interim Chief Lyons and suggested the chair contact interim Chief Lyons to move the issue forward. Mr. Busby will coordinate a meeting as suggested. Mr. Park will send Mr. Busby a copy of the final recommendations approved by the board. Mr. Hunsucker and Mr. Busby generally described other potential work for the committee and board still exists; that the bike ordinance review is only one part of a larger list of interests, but they were approaching the list one item at a time.*

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

- Board Work Session

*The board discussed the need for a work session, whether a separate meeting was necessary or whether the topics could be addressed during the regularly scheduled monthly meetings. It was decided that a separate meeting is needed to get some specific work completed. Several issues were discussed as potential topics, including measurable, strategic plan update, education/encouragement improvements, reflection, etc. Meeting schedule was also*

discussed. There was a preliminary preference of Saturday or weekday for 3 hours (e.g. 9 to noon on Saturday or 6:30-9:30 weekday). Bob Busby requested the board send Mr. Park their list of discussion items listed in priority. Michael Park will also send out a questionnaire to request work session topics (the questionnaire that was previously used for the strategic planning work session). He and Mr. Busby will use the board survey feedback to generate a draft work session agenda for review at the June board meeting. Michael Park said he could facilitate the board meeting.

- Neighborhood Assessments for Walkability

*This item was tabled until Craig Faith is present. It will be reconsidered on the June agenda.*

## **8. PROJECT UPDATES/UPCOMING EVENTS:**

- Event Schedule

*Ed Kraemer noted several events that are planned, including Tour of KC (David Gale coordinator), Clips of Faith, Ride of Silence, etc. These events will be referenced on the Livable Streets website. Greg Hunsucker discussed the variety of calendars in Lee's Summit and metro area (e.g. City, Livable Streets, Chamber, Downtown Main Street, Parks and Recreation, BikeWalkKC, etc.) and desire for a consolidated calendar for all events related to Livable Streets hosted by the board on its website. This topic would make for a good work session item so that the calendar location and resource needs could be fully considered. This calendar should be introduced to the City's Brand/Marketing Manager, Jim McKenna. In the interim it event scheduling/calendar should continue on the monthly agenda to be built upon. Eric Kratz and Greg Hunsucker will coordinate interim improvements to the calendar and event schedule between meetings. Rob Binney noted a rotary ride is scheduled on July 12<sup>th</sup> at Unity Village (King of Summit).*

- MARC Regional Bikeway Plan

*Michael Park reviewed the intent and schedule of the Regional Bikeway Plan. This is a Bike Transportation Plan that supplements the MetroGreen trail plan much like the City has a Bike Transportation Plan and Greenway Plan. He represents the City on the steering committee for plan development at MARC. He sent out the solicitation for public comments to the board for individual response. There is no formal action requested from the board.*

- Development Activity Update

*Michael Park provided a brief summary of recent development activity, including Summit Place, Performing Arts Space, Legacy Amphitheater, etc. 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:**

*Michael Park mentioned the request for shirts and/or badges for board members were made to Administration. Administration has requested a specific budget request, line item, for consideration of unused general funds from its current budget. Mr. Fuller asked if the City could accept grants for this purchase. Mr. Park would ask Finance Director if this were a possibility and report back to the board in June. Mr. Park also noted Linda Thompson, R7 Transportation Director, announced her retirement. Public Works Week is the 3<sup>rd</sup> week of May.*

*Eric Vaughan noted the first edition of BikeLifeKC magazine was recently issued for the Kansas*

City, MO area. Kansas City decided not to fund distribution outside its corporate limits. He would send the magazine and contact information to Jim McKenna for consideration of Lee's Summit interest and marketing. Michael Park will send Eric Vaughan Mr. McKenna's contact information.

Rob Binney said he attended a KCEDC (Economic Development) luncheon and noted major companies like Toyota are increasingly interested in locating to communities based on Quality of Life, which directly relates to livable streets. He suggested the board contact Lee's Summit Economic Development Council to promote this connection locally. He complimented the board on its presence for receiving the Mayor's proclamation. He also noted that Miller Fields Park has an improvement project and a potential street or pedestrian connection along 5<sup>th</sup> Terrace on the east side of the park could be beneficial. Their support might be requested in the future for this consideration.

Mr. Park provided an update on several road projects with livable streets design/intentions; Pryor Road paved shoulders, Hook Road reconstruction with paved shoulders, and Orchard Street.

Eric Kratz said there would be Yoga Fridays monthly during the summer, 4<sup>th</sup> Friday at 6:30, at City Hall. Ed Kraemer attended a meeting sponsored by Urban Land Institute and MARC; there was a public health focus on land development and land planning. Eric Vaughan said the Tour de Beer and Annual Women's Bike Summit were both successful.

Bob Busby indicated we will try the 6:30 meeting time again next month.

**10. NEXT MEETING:** June 17, 2014

**11. ADJOURN:**

There being no further business, on motion by Greg Hunsucker, second by Ed Kraemer, the Board voted unanimously to adjourn the meeting. The May 20, 2014 Livable Streets Advisory Board meeting was **ADJOURNED** at 8:40 p.m.

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Michael Park, PE, PTOE  
City Traffic Engineer