

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

Tuesday, June 17, 2014
6:30 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>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>Present</i>
<i>Gary Denny</i>	<i>Present</i>		

Staff Liaison Michael Park and City Council Liaison Trish Carlyle were present.

1. CALL TO ORDER:

Bob Busby called the meeting to order at 6:30 p.m.

2. PUBLIC COMMENTS:

Councilman Rob Binney introduced Trish Carlyle and thanked the board for their work and his participation during the last couple years he served as its liaison. The board reciprocated in its appreciation to Mr. Binney for his assistance and support. Chair Bob Busby invited Rob to help facilitate the board work session in a few weeks to which Rob welcomed.

The board made introductions to Ms. Carlyle.

3. APPROVAL OF AGENDA:

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

4. APPROVAL OF May 20, 2014 MEETING MINUTES:

On motion of Ed Kraemer, second by Eric Vaughan, the Board voted unanimously to approve the May 20th, 2014 meeting minutes as written.

5. COMMITTEE ASSIGNMENTS AND REPORTS:

- Encouragement/Education Committee

Matthew Fuller noted an article had been submitted to him by Eric Vaughan, a BikeWalkKC article regarding Women in Biking. He shared information about the Handlebar Happy Hour, organized by BikeWalkKC. This is a KC regional event that moves monthly to different locations. Lee's Summit hosting a Handlebar Happy Hour event, coordinated by LSAB, is under consideration. The board opted not to "sponsor" or "sanction" the event, but desired to help coordinate the event for a presence in Lee's Summit. Bob Busby and the committee will continue to seek a venue for the event in Lee's Summit. Matthew Fuller and Eric Vaughan will help coordinate the event in Lee's Summit. The board is not organizing the activities, this is a BikeWalkKC function, but volunteered to attend and make a presentation as a normal guest speaker. The presentation opportunity would further the Livable Streets Lee's Summit advocacy and public education. The event may also help generate interest in Lee's Summit and partnerships with businesses for future regular scheduling. These business partnerships could encourage more bike accommodations

(bike racks) that attract and facilitate the event. Eric Vaughan said another round of articles will be available after August 1st. Matthew and Greg asked for more LSAB authored articles.

Michael Park said he forward the question regarding LSAB's ability to accept grants to the Finance Director. He also requested a line-item budget detail for shirts and/or badges for submittal to Administration; Administration requires more information for consideration of this expenditure. Matthew Fuller committed to work with Bob Busby and send this information to Michael.

- Designations/Awards Committee

There was nothing to report. The Walk Friendly Community application schedule is November 1st.

- Development Standards/Codes Committee

Bob Busby provided a brief recap of a meeting held between the Police Chief, law department, city staff, board chair and committee members (Ed Kraemer) where the proposed bicycle related ordinances were reviewed. There were no substantial changes. The ordinance revisions will be processed by the Police Department over the next several months. The ordinances would go through a review by the Public Safety Advisory Board, then Public Works Committee or Community and Economic Development Committee and finally to City Council for adoption consideration. The board has concluded its work in this area and will be asked to support the presentation of ordinance at the Council committee and full Council when needed. The process would likely begin in August or September.

6. REVIEW COMMITTEE APPOINTMENTS AND COMMITTEE CHAIR DESIGNATIONS:

Bob Busby as Chair of the board stepped down from the Development Standards/Codes Committee Chair position. He would ask Craig Faith to Chair this committee, if declined Ed Kraemer indicated he would Chair the committee. Gary Denny joined the Development Standards/Codes Committee. There were no other committee changes at this time. Further committee restructuring and assignments would be considered at the work session and next months agenda.

7. BUSINESS/DISCUSSIONS:

- Board Work Session Agenda/Schedule

Michael Park shared board feedback from the work session survey of priority topics/issues. He also provided a draft agenda for the work session to consider. The board discussed the feedback and agenda. Four agenda topics were determined: Exposure/Recognition, Education/Encouragement, Advocacy/Partnerships, and Committee Reconstruction for the pending work session. They requested a copy of the survey feedback be included with the work session agenda for the meeting. The remainder of the draft agenda was supported by the board. Dates and times for the work session were also discussed. The work session would be held on July 1st (Tuesday) from 6:30 to 9:30 PM at City Hall. Mr. Park would make room reservations. Each board member was asked to bring several actionable items to the work session related to the four priority topics noted above. The work session would be plan specific, short term goals, with intent to establish performance measures, targets, and assignments. This would not be a strategic planning effort or retreat. Mr. Park and Mr. Binney would facilitate the meeting.

- Event Scheduling Continued Discussion

This item was tabled moved to the pending work session as a desired discussion item.

- Neighborhood Assessments for Walkability

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

8. PROJECT UPDATES/UPCOMING EVENTS:

- State and Federal Project Funding Update

Michael Park shared an update on the ¾ cent Missouri Transportation Sales Tax issue and applications for federal transportation funding as it relates to Lee's Summit projects. The City's priority project is M291 South Junction at US 50 Highway Interchange. Other projects include airport expansion, bikeways (Colbern shared use path, paved shoulders along Todd George Pkwy north of Colbern, and paved shoulders along Main Street south of Colbern), Rock Island Corridor acquisition and Katy Trail extension, and phase 2 of the I470 and US 50 Interchange improvements/Chipman Road interchange. The state sales tax will be on the August statewide ballot. The federal funding priorities should be determined by October through programming committees at MARC.

- Development Activity Update

Michael Park provided a brief summary of recent development activity. He also shared project updates for Orchard, Pryor Road shoulders, 2nd Street improvements, and Hook Road. It was noted that all recent development has complied with the Livable Streets resolution, or exceeded the current requirements for pedestrian and bicycle accommodation. The capital improvements were all on schedule and ready to begin construction within the next several weeks.

9. ROUNDTABLE:

Eric Kratz asked the board to review the Livable Streets Lee's Summit website and Facebook page, noting some outdated material, and provide comments back to him. He noted several events are approaching such as the Tour de Lakes, Tour of Kansas City, Weekly Spin Pizza Rides, etc. Barbara Keller received information about opportunities to attend a healthy community leadership academy through the Greater KC Healthcare Foundation. She will send out information to the board next week for interested applications. Eric Vaughan noted a Handlebar Happy Hour is planned on July 6th. BikeWalkKC is hosting the Handlebar Happy Hour on July 15th and the event is still interested in locating in Lee's Summit.

Bob Busby offered to make the monthly meeting time at 6:30 permanent. The board agreed.

10. NEXT MEETING: July 15, 2014

11. ADJOURN:

*There being no further business, on motion by Eric Vaughan, second by Greg Hunsucker, the Board voted unanimously to adjourn the meeting. The June 17, 2014 Livable Streets Advisory Board meeting was **ADJOURNED** at 8:24 p.m.*

Michael Park, PE, PTOE
City Traffic Engineer