

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

Tuesday, June 21, 2016
6:30 p.m.

Present at the Meeting Call to Order –

<i>Justin Larson</i>	<i>Present</i>	<i>Ed Kraemer</i>	<i>Absent</i>
<i>Bob Busby</i>	<i>Present</i>	<i>Molly Wichman</i>	<i>Present</i>
<i>Craig Luebbert</i>	<i>Present</i>	<i>Eric Kratz</i>	<i>Present</i>
<i>*Eric Vaughan</i>	<i>Present</i>	<i>Greg Hunsucker</i>	<i>Present</i>
<i>Jarrod Gravatt</i>	<i>Absent</i>	<i>James Ray</i>	<i>Present</i>
<i>Gary Denny</i>	<i>Absent</i>		

*City Council Liaison Chris Moreno was Present and Staff Liaison Michael Park was Present. *Chair*

1. CALL TO ORDER:

Chairman Eric Vaughan called the meeting to order at 6:30 p.m. New board member Justin Larson introduced himself to the board and shared some of their interests and background. The board welcomed the new board member. City Councilmember Craig Faith, former board member, was in attendance to introduce City Councilmember Chris Moreno as the City Council liaison to the board. Mr. Moreno also introduced himself to the board and shared some of his background and interests in Livable Streets. Mr. Faith thanked the board for his time and service as a Livable Streets Advisory Board member and offered his continued support as a member of the City Council.

2. PUBLIC COMMENTS:

None

3. APPROVAL OF AGENDA:

On motion of Greg Hunsucker, second by Craig Luebbert, the Board voted unanimously to approve the published agenda.

4. APPROVAL OF April 19, 2016 MEETING MINUTES:

On motion of James Ray, second by Bob Busby, the Board voted unanimously to approve the April 19th, 2016 meeting minutes as written. There was no board meeting in May due to a lack of quorum.

5. ACTIVITIES, ASSIGNMENTS AND REPORTS:

- Encouragement/Education Committee

Molly Wichman reported on several articles recently produced and some that are developing. The June article is ready to publish and ideas for the next article included a review of bike hand signals, rules of bicycle use on the road and/or reporting facility maintenance issues (e.g. signal bike detection). Eric Kratz is seeking information to post online and indicated the website for livablestreetsls.com has been recently updated.

Greg Hunsucker reviewed the end of school year outreach initiative and generally indicated no response, but that he would try again next year with perhaps some alternative approach. He will compile some information to raise awareness of this initiative for the boards consideration in July that could be shared with schools at the beginning of the school year.

- Development Standards/Codes Committee

With regard to Priority 1, Sidewalk's Blocked by Vehicles on Driveways, Craig Luebbert said he is meeting with Kansas City, MO to better understand their enforcement strategies for this issue and will subsequently meet with the subcommittee to propose an ordinance or ordinance revisions for the boards consideration in July. Craig Luebbert asked Greg Hunsucker to begin working on Priority 2, the timing of sidewalk construction in new development (i.e. residential subdivision sidewalk construction requirements in the Unified Development Ordinance and Design and Construction Manual).

- Event/Organizational Champions

- Bike Month Review

Eric Vaughan deferred this review until Gary Denny, designated member to this issue, is in attendance to make the report and take part in related discussion. Otherwise, Mr. Vaughan provided a couple brief comments that Hy-Vee bike/health displays this year did not turn out and the public libraries bicycle month participation were 50%.

- Bike Share Update

Eric Vaughan said he, representing BikeWalkKC, met with Tom Lovell and Steve Casey at the Parks and Recreation Department to discuss bike share in Lee's Summit. The Parks and Recreation Department has requested BikeWalkKC to develop a scope and fee to conduct a bike share study for Lee's Summit. A general discussion among board members ensued regarding bike share, including bike share programs, alternatives, types, purpose, users, context in Lee's Summit, locations, examples, etc.

- Miscellaneous Topics

Brief updates were included in the Committee/Organizational Champion Appointments review. There were no actions required of the board or new information to share in these updates except that Eric Vaughan proposed a presentation during the July board meeting by Jackson County regarding the Rock Island Railroad Corridor transit/trail project.

- Committee/Organizational Champion Appointments

The following appointments were described and those previously appointed to champion an organization, association, etc. remained unchanged:

- *Bob Busby – Parks and Recreation Department*
- *Molly Wichman – Healthcare Industry, Chamber of Commerce*
- *Craig Luebbert – Architecture/Engineering Associations, Economic Development Council (EDC), Downtown Lee's Summit Main Street*
- *Eric Kratz – Tour de Lakes, Bicycle Clubs/Events, Website/Social Media*
- *Greg Hunsucker – Schools, Marketing, Police and Fire*
- *Ed Kramer – Health Education Advisory Board, EDC, Marketing*
- *Eric Vaughan – BikeWalkKC, Historic Preservation, Rock Island Corridor*
- *James Ray – Home's Associations'*
- *Gary Denny – Bike and Walk Month*
- *Justin Larson – To Be Determined/Undecided*
- *Jarrod Gravatt – To Be Determined/Undecided*

Other organizations to consider: Arts Council, John Knox Village, Market Center of Ideas. Councilmember Moreno encouraged the board to contact Matt Baird, Market Center of Ideas, to see if Livable Streets can partner with their initiatives.

Mr. Park noted there are also two standing board committees, the Education/Encouragement Committee (chaired by Molly Wichman) and the Development Standards/Codes Committee (chaired by Craig Luebbert). Individuals may serve on multiple committees or none, but no more than five board members may serve on any particular committee to avoid a quorum of the board. James Ray confirmed his desire to be appointed to the Development Standards/Codes Committee.

6. PROJECT UPDATES/UPCOMING EVENTS:

- Development Activity and Capital Project Updates

Michael Park generally shared information regarding current development projects and on-going progress of capital projects. In particular, he commented on the Westcott and Paragon Star development projects, senior living apartment projects (e.g. Todd George and Langsford), Summit Orchards and various residential subdivisions (e.g. Monticello, North Park Village, etc.). He also shared some updates on capital projects like Lee's Summit Road, Jefferson Street, Longview/Pryor Signal, Blackwell Medians, Arterial Curb, Sampson Sidewalks, Neighborhood Traffic Safety Program Projects, and Murray Road. Mr. Park noted a pending transit study presentation to City Council, work related to the Eastern Jackson County Transit Study (he is participating on the project steering committee) and information related to current federal fund (surface transportation funds) solicitation of projects through the Mid-America Regional Council (he represents Lee's Summit on the programming committee, among several other recommending review committees at MARC). Lastly, Michael indicated he will be preparing the City's next Bicycle Friendly Community application, submittal opportunity in August, for renewal consideration by the national accrediting organization (League of American Bicyclist). Current designation expires at the end of 2016.

7. ROUNDTABLE:

Councilmember Moreno shared with the board his request to City Council/City Staff to expedite the paved shoulder project along Todd George Parkway between Colbern Road and Woods Chapel Road. This project is scheduled for construction in the spring of 2017. He also encouraged the board to ask Minsky's Pizza to provide a bicycle rack at the proposed relocated restaurant site.

Michael Park noted another presentation on walkability in Lee's Summit that he is scheduled to provide at the Claycomo Public Library in July. These presentations continue to raise awareness of and highlight the quality of life and successes in Lee's Summit. These presentations also model livable streets for other professionals and communities.

8. NEXT MEETING: July 19, 2016

9. ADJOURN:

*There being no further business, on motion by Greg Hunsucker, second by Bob Busby, the Board voted unanimously to adjourn the meeting. The June 21, 2016 Livable Streets Advisory Board meeting was **ADJOURNED** at 8:30 p.m.*