

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

Tuesday, March 20, 2018
6:30 p.m.

Present at the Meeting Call to Order –

<i>Justin Larson</i>	<i>Absent</i>	<i>Ed Kraemer</i>	<i>Present</i>
<i>Jan Nelson</i>	<i>Present</i>	<i>Molly Wichman</i>	<i>Present</i>
<i>Jeffrey Brandhorst</i>	<i>Absent</i>	<i>Eric Kratz</i>	<i>Absent</i>
<i>*Eric Vaughan</i>	<i>Present</i>	<i>Greg Hunsucker</i>	<i>Present</i>
<i>Jarrold Gravatt</i>	<i>Absent</i>	<i>Yvonne Ventimiglia</i>	<i>Absent</i>
<i>Gary Denny</i>	<i>Present</i>		

**Chair*

City Council Liaison Diane Forte and Staff Liaison Michael Park were present.

1. CALL TO ORDER:

Chair Eric Vaughan called the meeting to order at 6:34 p.m.

2. PUBLIC COMMENTS: *None*

3. APPROVAL OF AGENDA:

On motion of Ed Kraemer, second by Gary Denny, the Board voted unanimously to approve the agenda as published.

4. APPROVAL OF September 19, 2017 MEETING MINUTES:

On motion of Gary Denny, second by Eric Vaughan, the Board voted unanimously to approve the September 19, 2017 meeting minutes as written.

5. WELCOME NEW MEMBERS, REAPPOINTED MEMBERS & REVIEW BOARD HISTORY/ACTIVITY:

Ed Kraemer provided a historical account of Livable Streets in Lee's Summit and the board. Jeff Brandhorst and Jan Nelson shared their background and interest as new board members.

6. ACTIVITIES, ASSIGNMENTS AND REPORTS:

Some general information regarding committees, assignments, champions, etc. was discussed among board members and staff. New members were encouraged to consider committee and champion engagement.

- Encouragement/Education Committee
 - Articles and Media

Molly Wichman reported a few completed articles (e.g. Downtown Bike Racks, Boardwalk, etc.). Additional articles are expected for May Bike and Walk Month. Michael indicated a request from Public Works Committee Chair Craig Faith to consider an article focused on crosswalk safety. Molly said she will need more article materials for future months.

- Development Standards/Codes Committee

Greg Hunsucker, Ed Kraemer and others provided some historical reference to past and current activities by the committee. An update on the sidewalk UDO recommendations is still pending the UDO format transition and staff prioritization among other UDO amendments. The committee discussed other subjects to engage and agreed a review of bicycle parking requirements for development would be the next committee priority. Ed Kraemer will contact the Police Chief to see if there is anything LSAB could work on to assist the Police Department.

- Event/Organizational Champions
 - Miscellaneous Topics

Ed Kraemer provided an update on HEAB and other healthcare activities which might involve Livable Streets. Eric Vaughan gave an update on Bike Share in the region and notice of several bike events planned in May (e.g. Tour de Beer). He also said TREKK Bike is opening a location in Lee's Summit. He will see if they are interested in a Handlebar Happy Hour.

- Committee Participation Discussion

Refer to notes preceding the Encouragement/Education report. Michael will send out the list of suggested organizations, departments, associations, etc. for possible engagement to new members. This list was previously compiled by the board as identified interest areas for Livable Streets partnership, but not all inclusive. Other partnerships can be proposed, new members are not required to champion any partnership and members can change commitments any time.

7. DISCUSSION:

- May Bike and Walk Month

Michael Park and Gary Denny reviewed May Bike and Walk Month past participation and activities. Gary can use some assistance from other willing board members in coordinating this year's efforts. Michael will address Utility Billing messages, Mayor's Proclamation, and other City materials (City Newsletter and LSTV Commercial, if available). For reference, prior efforts included Library displays, grocery store/nutrition displays, multiple article publications, event participation, Bicycle Shop activities, etc. Other ideas that engage and generate awareness among the community and elected officials, schools, and others have been discussed (such as bike to work promotion). This issue will be worked on more extensively during April.

- Bike Routes Map

Michael Park noted progress on a City Bike Route Map. The developing map is similar to other pocket maps referenced in the region and other Bike Friendly Communities. There are no funds for publication when completed. Progress is slowed due to available staff resources. The board mentioned a preference for digital map in lieu of pocket map. The City ITS Department is working on a GIS Bike Route Layer that might help move the pocket map into a digital format that is more accessible and usable (which could also be printed if needed). When a GIS Bike Route Layer is available, it can also be shared with MARC and other partners for distribution and user reference (e.g. Google Maps, Bing, Yahoo).

8. PROJECT UPDATES/UPCOMING EVENTS:

- CIP Sales Tax Project Prioritization Update

Michael Park gave an update regarding City Council and Staff recommendations for project prioritization funded by the 2017 CIP Sales Tax, most of which projects are Livable Streets. That information can be referenced from the most recent Public Works Committee meeting.

- CIP Schedule

Michael Park gave some background about the CIP and advised the board the Capital Improvement Plan (CIP) is currently in draft and should be presented at the next board meeting for their review (assuming the schedule is not deferred by City Council/Committee for further project priority discussion).

- Development and CIP Activity Update

Michael Park talked about various Capital Projects and Development activity. He addressed questions from board members and noted other project interests such as STP Federal Fund applications for Colbern Road and Pryor Road and SPC Federal Fund applications for Transit Study related to regional transit expansion.

9. ROUNDTABLE:

Michael Park noted the Rock Island Trail construction progress and ground breaking in Lee's Summit, many in attendance including Dr. Kraemer. He also mentioned staff completion of Downtown Parking Study (available on the City's website) and MARC Green Infrastructure Handbook that was recently issued.

Eric Vaughan provided an update on the Katy Trail Connector Project/Plan.

Gary Denny asked about the Sienna at Longview request for Sampson Road improvements north of Scherer Road. Michael indicated he had talked with the residents that inquired about these improvements and thought any reconstruction of Sampson was not funded, but those requested improvements might be coordinated with the planned Scherer Road Improvement Project. In the interim, Michael said they would consider the potential for some minor shoulder paving through maintenance to improve the conditions for non-motorized transportation. Although sidewalk was more recently constructed along the Sienna side of Sampson, some bike accommodation was still desired, especially along the west side of the road connecting the paved shoulder north of Sienna to Scherer. Gary thought some minor paving on the west side of the road would help and may temporarily address the resident concerns/request.

Michael asked if anyone wanted to help the City create a video for downtown biking promotion, bike rack use. Molly said she would help.

10. NEXT MEETING: April 17, 2018

11. ADJOURN:

*There being no further business, on motion by Greg Hunsucker, second by Gary Denny, the Board voted unanimously to adjourn the meeting. The March 20, 2018 Livable Streets Advisory Board meeting was **ADJOURNED** at 8:41 p.m.*

Michael Park
City Traffic Engineer