



MINUTES | March 2, 2011

6:00 pm • Leawood City Hall • 4800 Town Center Drive • Main Conference Room

Members Present: Rod Crawford, Steve Hassler, Alicia Jennings, Brian Neilson, Jill Paton

Staff Present: Brian Anderson, Marica Putman

Members Absent: None

Guest: Joe Rexwinkle, Planner II

MEMBERS

Rod Crawford, Chair
Steve Hassler
Alicia Jennings
Brian Neilson
Jill Paton

The BFC meeting came to order at 6:15 pm. Welcome and introducing our newest member Brian Neilson.

Chris Claxton,
Director of Parks
& Recreation

Call to order

- Jill Patton made a motion to approve December 1, 2010 minutes.
- Alicia Jennings seconded the motion. Motion passed unanimously.

Brian Anderson,
Parks Superintendent

Old Business

✚ Complete Streets Policy Update – Brian Anderson, Joe Rexwinkle

- Joe Rexwinkle updated the members about the policy's previous progress. The policy is the draft resolution submitted by the BFC and it is being compared to other city's that have done a Complete Streets Policy. The Planning Department is working with various departments, reviewing language, and working with the City Attorney's office to ensure that it meets legal requirements for resolutions and ordinances. The resolution will then be presented to the Planning Commission.
- They had a work session and the Planning Commission seemed generally supportive of it. Need to decide what the basic Complete Streets Policy will be. Currently, the policy is being reviewed by the Legal Department. The next Planning Commission work session for the policy discussion is date is April 12th. Afterwards, the Planning Commission would formerly vote at a business meeting and then make a recommendation to the City Council. The City Council's final action would be whether or not to support the policy in the terms listed. This policy is very detailed and it could be brought back to this committee for review and for member to be aware of the changes that were made prior to going to Council. Fundamentally, the policy is the same as it was before with more or less specific in the edits.
- Approval timeline perspective. Typically, Planning Commission work sessions are two weeks before their business meetings (2nd Tuesdays of each month are work sessions, 4th Tuesdays are business meetings). It is entirely possible to have a written draft resolution for the April 12th work session, a final vote at the business meeting on April 26th, and then presented to the City Council at the next available date, possibly May 2nd. The agenda is not set up by the Planning Department. The City Administrator and Mayor are responsible for setting the agenda.
- Chair Crawford asked if BFC members should attend the Planning Commission work session. Joe Rexwinkle replied that it would be helpful to have committee members attend so that the Planning Commission may ask questions. Once we adopt policy there is this expectation that the City will follow it and how specific the policy will be. He will send out an email about the work session to include committee members for policy review. Once approved, the next step is for staff to work with this committee, Planning Commission, and Public Works through joint work sessions to start developing a plan. A big part of this process is due to Public Works. They operate out of the Capital Improvement Program, which allocates funding for certain infrastructure and improvements, that what comes out of this policy is realistic to go with their CIP and

Marica Putman,
Adm. Graphics Tech

actually gets funded, otherwise they cannot fulfill the policy. The policy creates expectations that there will be a plan and map created from it. Basically ensures that something will happen in the future.

- Members discussed the map mark ups that were given out earlier to gather people's input where they think are good bike and walking route designations. Eventually we will have to designate certain routes for complete streets because we cannot build every street to that level.

Trail Segment at 123rd and Mission (erosion) Update – Brian Anderson

- Engineering Report received. There were ten areas of varying differences and the report listed what needed to be fixed along with an estimated cost analysis. Some costs were driven by trail repairs to other areas. The estimate was over a million dollars.
- Members discussed problematic trail areas and previous solutions. Currently, no work session scheduled for this trail segment.

Spoke 'n Art - Brian Anderson

- Members loved the name change; previously Tour'd Art.
- The route is more downhill and easier from Ironwoods Park to here with a decent hill at Mission Road.
- The Mission Farms Coordinator will try to get all the retailers and vendors to participate by providing discounts for the riders. She is speaking with the art gallery Artichokes (an art gallery) to have an outdoor gallery display.
- Elite Cycling owner is worried that he may not have adequate staff store presence to be able to supply a support van during the ride. Will know more when the date gets nearer.
- [April Bishop](#) and [Marica Putman](#) are working on the art brochure. This Spoke 'n Art event might encourage people to tour the art pieces in Leawood and provide Leawood a bit of tourism. Members discuss PR opportunities such as packet info and designing a PowerPoint to emphasize our plans or projected improvements for the biking scene in Leawood.
- Members discussed event details such as riding time, art time, etc.

New Business

Select Board Officers – Brian Anderson

- BFC is almost one. March marks one year of service.
- Time to select officers. According to our bylaws, a Chair and a Vice-Chair is required for this committee.
- [Chair Crawford](#) is happy to remain Chair if no other person is interested in the position.
- [Alicia Jennings](#) makes a motion that [Rod Crawford](#) retains Chairmanship for the BFC. [Jill Paton](#) seconded the motion. Motion passed unanimously.
- Select a Vice-Chair at the next meeting. If interested, please email [Chair Crawford](#).

Bike Events – Brian Anderson

- Members viewed upcoming bike event and class ads.
- CycleSmarts 101 class. This year's class is heavily discounted and will be taught by two bicycle league instructors.
- Spoke 'n Art flier is being revised.
- [Brian Anderson](#) and [Alicia Jennings](#) attended a MARC meeting. MARC is having a bike week planning meeting for the KC Metro area every 4th Thursday of each month for a period of time. The National Bike Week is May 16th-20th. Bike to Work Day is May 20th.
- Last year, the Mayor declared a Proclamation for May 2nd- May 8th as Leawood's bike week. It was on the on the City Council Agenda. This is good for our bike friendly designation. Our bike week did not coordinate with the national dates. Ours coincided with the Party in the Park recreational event in Ironwoods Park. Though we had many

bicycles, bike rodeos, selling bike helmets, etc., the event turnout was low. The event was not renewed for 2011.

- Jill Paton and Alicia Jennings have been organizing their own bike week information with the schools. However, Alicia Jennings will be out of town during the official bike week and her next available dates are the 4th-11th. They must decide on a date soon because they need to start publishing the dates for the PTOs. Corinth and Tomahawk schools are participating.
- Members discussed about providing an informational kit (certificates, banners, etc.) to be given to the schools so they plan and participate in their own bike week. Discussed possible activities for this year's Bike Week.
- Alicia Jennings is providing a table presentation at the Sprint Earth Day event on April 21st. Amy is her contact.
- Alicia Jennings provided a table presentation at the HOA meeting. Joe Rexwinkle is working on safe routes map, mapping addresses around the schools. He suggested contacting the Chamber of Commerce for their involvement with the BFC.
- Members suggested providing media materials for a 5 -10 minute presentation about the BFC, description of our Complete Streets Policy, what we are doing and what we hope to achieve in the future. The BFC could provide the Chamber of Commerce Bicycle Friendly Business pamphlets for Kevin Jeffries to hand out to those interested.
- Bike Errand Program for Employees. The Sustainability Advisory Board funded two bikes and 2 more bikes were donated from the city's health and wellness dollars through our insurance carrier. We have 4 bikes total (2 ladies, 2 men's) along with a couple of packs and racks. Brian Anderson is finishing up the program bike rules. The bikes will be stored in the basement area at city hall for employees to use for running work errands or for recreational purposes. Cody Kennedy and Sally Harper in the Parks & Recreation office will check these bikes out. Brian Anderson is researching bike racks for the lower level area. Members discussed tag and marking options.

Safe Routes to School – Brian Anderson

- Safe Routes to Schools has a grant program from the State Bicycle and Pedestrian Coordinator for KDOT.
- Due date for grant submission is May 5th. Aaron Bartlett of MARC is the contact person. Applications will be received, rated, and moved forward to the state for funding. There are 2 different phases.

Phase 1: Master Plan

Applicants can only apply for this phase, master plan development before infrastructure funding will be considered.

The application must address the 5 E's: Education, Encouragement, Enforcement, Engineering, and Evaluation in the master plan.

Have a Master Plan for Safe Routes to Schools (prerequisite for phase 2) and working with the school districts.

Phase 2:

Other programs like funding bike lanes, intersection improvements, walking school buses, crossing guards, etc.

- Discussed safety and issues walking to and from school, changing the perceived and real danger issues, and changing the culture by eliminating the fear.
- Phase 1: The maximum matched is \$15,000 and is 100% paid back. We pay and get reimbursed by the state. Phase 2: Maximum is \$250,000.
- Joe Rexwinkle suggested a vote by the committee to initiate the application process. He is concern about the amount of work it may take to complete the application, suggesting that a volunteer complete the application with assistance and guidance from him and the Planning Department and then submitting the application to MARC.

Anyone can apply for the grant. It need not be a city employee. There are only so many grants that are given out and they will not want to give out a grant where the city and school districts plans conflict with their goals. Making sure that the Planning Department and School Districts are on board would be helpful in applying for this grant. We will then need to decide who we want to target, how many schools, etc. Approve the plan and to receive help in paying to have the plan created.

- The Safe Routes to School plan can be an element or chapter of the Complete Streets plan. Safe Routes are in essence the Complete Street. The grant can be awarded before the plan is adopted. The grant award is based upon the application and expected to make the plan and then eligible for phase 2.
- Discussed problematic area 95th and Mission. Olathe has done a successful application for Safe Routes to School. There infrastructural changes are in signage and crosswalks.
- It doesn't hurt to apply and it can be tied in with the Complete Streets plan. There are slight differences in goals but in general it should be a safe route for children. The City is heading toward a master pedestrian and bicycle plan, which includes identifying complete streets, indentifying safe routes to over combat fear issues, notifying police that children will be walking on these routes most of the time and they know where to patrol.
- Brian Neilson made a motion to have the Planning Department to study what is required in order to get an effective Safe Routes to School Grant application in place and address specific steps in the next meeting on how to implement it. Alicia Jennings seconded the motion. Motion passed unanimously.
- Joe Rexwinkle's position is to review application and their content of it doesn't conflict with any exciting city policy. So that going forward, if we get the grant, we could actual follow through with the plan.
- Brian Anderson will fill out the application with Joe Rexwinkle's assistance who will act as a liaison with the agencies.

Adjourn

- Steve Hassler makes a motion to adjourn the meeting. Brian Neilson seconded the motion. Motion passes unanimously. Meeting adjourns at 7:53 pm.

- Next meeting is Tuesday, April 5, 2011.