



**The City of Lee's Summit**  
**Final Agenda**  
**City Council Communications Task Force**

Monday, April 24, 2017

4:00 PM

City Council Committee Room

City Hall

220 SE Green Street

Lee's Summit, MO 64063

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- 1 CALL TO ORDER
  - 2 ROLL CALL
  - 3 APPROVAL OF AGENDA
  - 4 PUBLIC COMMENTS
  - 5 ITEMS FOR DISCUSSION
    - A. [2016-0675](#) Review/Discussion - Significant Topics list
    - B. [2016-0676](#) Discussion/Consideration - City Councilmember Communication and Citizen Engagement Tool
    - C. [2017-1003](#) City Website Redesign - status report
  - 6 ROUNDTABLE
- ADJOURNMENT

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## Packet Information

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**File #:** 2016-0675, **Version:** 1

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Review/Discussion - Significant Topics list

Issue/Request:

Review/Discussion - Significant Topics list

Key Issues:

At the August 8, 2016 Communications Task Force meeting, the Task Force requested staff develop a significant topics list for the Task Force to review and consider in an effort to better define and identify topics in which the Council would prefer to receive a more in depth communication report similar to the "Lee's Summit Road" report (attached). Staff has prepared the attached listing of topics for the Task Force's review and consideration. The thought of conducting this exercise is to identify topics that staff felt may be of interest and seek input on what the Task Force is considering to be topics of interest in an attempt to better identify what topics or concerns may require more in depth informational communication reports.

The goal is to develop an understanding and process by which these in-depth communication reports are requested and developed in order to maximize effectiveness and efficiency with communication efforts.

Background:

As part of the efforts of the Communications Task Force, a communication/report template ("Lee's Summit Road") has been created to share information considered to be significant topics based on the level of interest or significance of the topic. In order to better identify and develop what is considered significant topics to prepare these types of reports it is felt that a process or system should be developed to identify, request and prepare these informational communication reports. Various significant topics or concerns may be fully within the City's control and oversight such as CIP projects, while many projects are managed or led by other entities, such as private developments and MoDOT managed projects. A consideration as to what significant topics should be considered for these reports may be whether or not the City is leading or managing the project or topic of significance. In preparing the attached list, staff considered topics in which the City is managing or has authority/control, therefore projects such as Blackwell Road interchange or project information concerning private developments were not listed.

In reviewing the attached list, there may be topics that are considered "front burner" topics and "back burner" topics. In other words, what topics may be of most significance at this time, and what topics may be forthcoming that may need or require more comprehensive communication reports in the future.

Presenter: Mark Dunning, Assistant City Manager, Development Services & Communications

## Department Communication Topics

### Administration:

- Downtown Performing Arts Space / Farmers Market
- Budget
- Market Center of Ideas
- Strategic Planning / Council Goals
- Creative Services – (Communications reorganization)
- Website Redesign

### Development Services

- Development Project updates
- Master Planning Efforts
- Reorganization - Development Services

### Police

- Radio systems upgrade
- Special Events Planning
- Reaccreditation

### Public Works

- Curb Replacement
- Recycling
- Rock Island Railroad corridor
- Transfer Station
- Snow Removal
- Stormwater (quantity and quality)
- Capital Improvement Projects

### Fire

- Rescue 6 (Ambulance Staffing)
- New Station 3
- Radio upgrade
- City build out – system demand
- ISO resurvey (due to reaccreditation)

# Lee's Summit Road

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## **Top Line Nuggets:**

- Lee's Summit Road is expected to remain closed until spring 2016.
  - The project was originally anticipated for completion by the end of 2015, but this was not possible due to unforeseen delays.
- The overall project is still anticipated for completion by the end of 2016.
- Once completed, the improvements will consist of widening the roadway to three lanes; adding shoulders, a multi-use trail, and street lighting as well as reducing steep grades and sharp curves to improve safety for the traveling public.
- The section of Douglas Street/Lee's Summit Road from Colbern Road to just north of the Douglas Street split has been re-opened to local traffic and Lee's Summit Municipal Airport customers since mid-December.
- The detour route will remain the same and is Gregory Boulevard/Woods Chapel Road, Interstate 470/Missouri Route 291, and Colbern Road. Click for [detour map](#).
- For more information, contact the Public Works Department at 816.969.1800

## **Executive Summary:**

Improvements to Lee's Summit Road will consist of widening the roadway to three lanes; adding shoulders, a multi-use trail, and street lighting as well as reducing steep grades and sharp curves to improve safety for the traveling public.

After the completion of phases 1 and 2 in the spring 2016, Lee's Summit Road will re-open and will remain open during phases 3 and 4 of construction.

### **Project Rationale:**

Primary purpose is safety improvements. Lee's Summit Road is a heavily traveled minor arterial, but has several alignment and safety issues. This project will improve safety and expand capacity along this road.

### **Status Details:**

Construction started on August 3, 2015. Lee's Summit Road is closed just north of the Douglas Street split, and will remain closed to through traffic until spring 2016.

### **Project Cost:**

The construction cost is \$10.3 million for the 2 1/4-mile section between Colbern Road and Gregory Boulevard, with Lee's Summit and Kansas City each paying for the portion of the project within their city limits. This project is one of six projects funded by the 1/2 cent sales tax



approved by voters in 2007. There have also been federal Surface Transportation Program (STP) funds allocated for this project.

**Questions about the Project:**

Contact the Lee's Summit Public Works Department at 816.969.1800.

**Deep Dive:**

Lee's Summit Road between Colbern Road and Gregory Boulevard is now expected to remain closed until spring 2016 due to several delays during phase 1 of the Lee's Summit Road Improvement project. The detour route will remain the same and is Gregory Boulevard/Woods Chapel Road, Interstate 470/Missouri Route 291, and Colbern Road. The overall project is still anticipated for completion by the end of 2016.

Phases 1 and 2 of the Lee's Summit Road Improvement Project were originally anticipated to be completed by November 2015, with Lee's Summit Road reopening before winter. However, the approval process for certain construction materials caused by the inclusion of federal funding and issues with a waterline design created delays in phase 1 of the project. The revised project schedule extends construction on phase 1 until at least the end of the year, and phase 2 through spring 2016. Phases 1 and 2 of the project cannot be completed at the same time; working on both at the same time would close all access to Douglas Street for businesses, residents and the Lee's Summit Municipal Airport.

The most critical event in the revised phase 1 construction schedule is installing fly ash for the soil stabilization under the new road, which is tentatively scheduled for mid-November. Fly ash requires a minimum ground temperature of 40 degrees for installation, and an air temperature of 40 degrees for curing, so suitable weather days in November may be limited. In the original project schedule, the fly ash and asphalt should have been completed by mid-October when the temperature requirements are less of a concern. The fly ash is scheduled to be followed by an asphalt base in late November, and then concrete drives, sidewalks and restoration through mid- to late-December. If weather conditions are not favorable, phase 1 construction could be extended until spring 2016.

The City evaluated options for shutting down construction to open the road throughout the winter, but none of the options were feasible. Stopping construction would jeopardize federal funding due to contractual requirements, and shutting down construction this winter would extend construction of phases 3 and 4 into next winter, thus adding even more time to the project. Several critical construction items in phase 2 can be completed in the winter; therefore; it has been the contractor's intent to complete as much phase 2 construction as possible during the winter months.

Access to the Lee's Summit Municipal Airport at 2751 NE Douglas St. will continue to be

impacted by the closure. Northbound traffic should use the northbound detour east on Colbern Road, north on I470/M291, west on Woods Chapel Road, and then south on Lee's Summit Road to the Douglas Street split. Southbound traffic on Lee's Summit Road will access the Airport as usual at the Douglas Street split. In addition, the North Recycling Center (NRC) will be open during normal hours at its temporary location on the east side of the Airport at Hagan and Leinweber roads. The NRC moved to its temporary location in July in anticipation of Lee's Summit Road construction.

After the completion of phases 1 and 2, Lee's Summit Road will re-open and will remain open during phases 3 and 4 of construction. Improvements to Lee's Summit Road will consist of widening the roadway to three lanes; adding shoulders, a multi-use trail, and street lighting as well as reducing steep grades and sharp curves to improve safety for the traveling public. The construction cost is \$10.3 million for the 2 1/4-mile section between Colbern Road and Gregory Boulevard, with Lee's Summit and Kansas City each paying for the portion of the project within their city limits.

**For more information about the Lee's Summit Road Improvement project, contact the Public Works Department at 816.969.1800.**

#### **Background Documents:**

#### **City Council Actions:**

- [Award of bid to VF Anderson](#)

#### **News releases:**

- [Lee's Summit Road Expected to Remain Closed Until Spring 2016](#)
- [Section of Lee's Summit Road Set to Close on Monday, Aug. 3](#)
- [Cities Celebrate Lee's Summit Road Groundbreaking](#)
- [Groundbreaking for Lee's Summit Road Improvements: July 27 at 9:30 a.m.](#)
- [Private Utility Work for Lee's Summit Road Improvements is Underway; Road Construction Tentatively Set to Begin in July](#)

#### **Related News Stories:**

- [North Drop-off Recycling Center Temporarily Relocated on July 15](#)
- [North Drop-off Recycling Center Temporarily Relocated Beginning in July](#)

#### **Video:**

- [Lee's Summit Road Groundbreaking](#)



**Additional Resources:**

- [Capital Improvement Projects Status website](#)
- Project was included as part of the [City's Thoroughfare Master Plan](#)

**For more information, contact the Public Works Department at 816.969.1800**

## Packet Information

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**File #:** 2016-0676, **Version:** 1

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Discussion/Consideration - City Councilmember Communication and Citizen Engagement Tool

Issue/Request:

Discussion/Consideration - City Councilmember Communication and Citizen Engagement Tool

Key Issues:

A request has been received to assist Councilmembers with tools by which Councilmembers can communicate with and engage their constituency. An option that staff has identified that may be ideal is to create a portal on the City's website, where constituents may subscribe to receive communication and information from a Councilmember(s). Prior to creating such a tool or "portal", staff felt it would be beneficial to discuss first with the Communications Task Force to develop a recommendation for the full City Council to consider prior to developing and implementing such a tool.

Background:

In the past, Councilmembers may have generated and shared information with their constituents through e-mail or other avenues such as Councilmember newsletters. Councilmembers may also choose to hold District informational meetings inviting constituents to district meetings to share City news. A tool that could be implemented would be to develop a portal on the City's website where constituents could subscribe to receive information from City Councilmembers. Implementing such a tool would provide Councilmembers with an avenue to create an effective and efficient communication and constituent engagement option to utilize if they so choose.

If such a tool were created and implemented, disclaimer language would be incorporated indicating the information is the views and opinions of the individual Councilmember and not that of the Mayor and Council as a governing body or of the City's. The disclaimer language would need to be incorporated on the communication transmitted to the subscribed constituents.

Presenter: Mark Dunning, Assistant City Manager, Development Services & Communications



## Packet Information

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**File #:** 2017-1003, **Version:** 1

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City Website Redesign - status report

Issue/Request:

City Website Redesign - status report

Key Issues:

Time permitting, staff will provide an update on the progress of the City's website redesign. This will be informational only and provided to keep the Council Communications Task Force apprised of the progress made to date.

Presenter: Mark Dunning, Assistant City Manager

# City of LS – Website Redesign Project



