

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

Tuesday, September 19, 2017
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>Bob Busby</i>	<i>Present</i>	<i>Molly Wichman</i>	<i>Present</i>
<i>Craig Luebbert</i>	<i>Absent</i>	<i>Eric Kratz</i>	<i>Present</i>
<i>*Eric Vaughan</i>	<i>Absent</i>	<i>Greg Hunsucker</i>	<i>Present</i>
<i>Jarrold Gravatt</i>	<i>Absent</i>	<i>James Ray</i>	<i>Absent</i>
<i>Gary Denny</i>	<i>Present</i>		

**Chair*

City Council Liaison Diane Forte was absent and Staff Liaison Michael Park was present.

1. CALL TO ORDER:

Vice-Chair Gary Denny called the meeting to order at 6:31 p.m.

2. PUBLIC COMMENTS: *None*

3. APPROVAL OF AGENDA:

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

4. APPROVAL OF August 15, 2017 MEETING MINUTES:

On motion of Bob Busby, second by Greg Hunsucker, the Board voted unanimously to approve the August 15, 2017 meeting minutes as written.

5. ACTIVITIES, ASSIGNMENTS AND REPORTS:

- Encouragement/Education Committee
 - Articles and Media

Molly Wichman said she has an article ready to publish for the Bike/Walk to School event. Greg Hunsucker will help with an article next month that provides a summary of Bike/Walk to School event activity that occurs.

- Development Standards/Codes Committee

Greg Hunsucker indicated the committee did not meet, but they are working on a meeting schedule to further discuss this subject. Bob Busby was added to the committee and Craig Luebbert was removed from the committee at the direction of Vice-Chair presiding to help with committee meeting attendance/engagement/discussions without potentially reaching quorum of the board. The committee asked Michael Park if there was more time to work on this issue. Mr. Park noted the process would take many months to not only initiate, but many months to also complete, and consequently there's ample time for the committee to do its review.

- Event/Organizational Champions

- Bike/Walk to School Day (National Oct. 4)

Mr. Hunsucker will continue to reach out to individual schools and the district office encouraging participation in the Walk/Bike to School Day event. A note from Eric Vaughan reported a lack of Lee's Summit R7 School District involvement in the Safe Routes to School Summit held last week when most other districts were present.

- Miscellaneous Topics

Ed Kraemer sent out Shape-Up Lee's Summit information through the Health Education Advisory Board. Information from Eric Vaughan noted progress with Downtown Lee's Summit Main Street bicycle rack project. This project is pending agreement with the City for right-of-way encroachment. Ms. Wichman provided a reminder for Oktoberfest next week, hosted by the Chamber of Commerce. Mr. Busby shared an update on the Parks and Recreation Department Shared-Use Plan (KATY Connection) that is still moving forward with additional coordination between the department, Jackson County, Greenwood and other stakeholders. Eric Kratz said Oct. 7th is Trick and Bike event at Legacy Park.

6. Project Updates/Upcoming Events

- Development and CIP Activity Update

Michael Park gave an update on recent development and CIP activity, including the Apartment Project near Bowlin Road and Lakewood Way, conceptual planning for development near Tudor and Main, Kessler Ridge development progress and associated livable streets issues.

7. ROUNDTABLE:

Greg Hunsucker asked if board members should resign or be replaced if attendance is problematic for quorum of the board. The board had a discussion on this issue. Gary Denny will ask Eric Vaughan to contact board members that are frequently absent to see if any change is needed. If the attendance issue is not resolved, the board will continue discussion and consider attendance policy on a future agenda.

Ed Kraemer attended the Mayors State of the City and said it was a very nice event in which Livable Streets Advisory Board was acknowledged and congratulated.

8. NEXT MEETING: October 17, 2017

9. ADJOURN:

*There being no further business, on motion by Ed Kraemer, second by Greg Hunsucker, the Board voted unanimously to adjourn the meeting. The September 19, 2017 Livable Streets Advisory Board meeting was **ADJOURNED** at 7:49 p.m.*

Michael Park
City Traffic Engineer