

**Ad hoc Outdoor Dining & Food Truck Committee**  
**Meeting #5**  
**Large 2<sup>nd</sup> Floor Conference Room; City Hall**  
**March 23, 2022**  
**DRAFT MEETING MINUTES**

In attendance:

Committee: Councilor Karen McNamara (Acting Chair); Mayor Jim Bouley; and Councilor Stacy Brown

Absent: Councilor Erle Pierce

Staff: Deputy City Manager Carlos Baía; Deputy City Solicitor Danielle Pacik; Health and Licensing Officer Gwen Williams; Local Gov't Management Fellow Crayton Brubaker

*Councilor McNamara called the meeting to order at 3:10 pm*

Approval of the March 10, 2022 minutes

Councilor Brown moved approval; Councilor McNamara seconded the motion. Motion approved unanimously.

Review of the Draft Peddler's Ordinance & Food Truck Policy

Deputy Solicitor Pacik noted that the committee was provided with the draft at the last meeting. She explained that 80% of the changes are "housekeeping" items. She focused her comments on the food truck portion of the ordinance.

The committee expressed support for the ordinance changes and the food truck element but was concerned that the 10-day maximum in a single calendar year before Planning staff review was required might be too limiting. Ultimately, the committee consensus was to make the maximum number of days food truck operations could take place on a site, in a calendar year, without Planning review to be 12 days.

*Councilor Brown moved to recommend approval of the ordinance to City Council with the change noted. Mayor Bouley seconded the motion. Motion passes unanimously.*

Ms. Pacik noted that the food truck operating rules will be included in the report to Council accompanying the ordinance.

The Mayor noted that although this may be the last meeting of this ad hoc committee, he would like staff to keep the committee apprised of significant concerns that might be raised by the public between the posting of the ordinance and the hearing. The committee agreed.

*Meeting adjourned at 3:45 p.m.*

*Respectfully submitted,*

*Carlos P. Baía*