

MEETING MINUTES

**Des Moines Area Metropolitan Planning Organization (MPO)
Transportation Technical Committee Engineering Subcommittee
1:30 p.m., Monday, December 19, 2016
Des Moines Area MPO Meeting Mead Conference Room
Des Moines, Iowa**

Members Present:

Jon Hanson, City of Altoona
Jeff May, City of Clive
Jennifer McCoy, City of Des Moines
Kurt Bailey, Polk County
Joe Cory, City of West Des Moines

Members Absent:

Dave Cubit, City of Johnston
Dave McKay, City of Urbandale

Staff Present:

Zach Young, Principal Planner
Marcus Coenen, Associate Transportation Planner

1. Call to Order

Jennifer McCoy called the meeting to order at 1:37 p.m.

2. Approval of Agenda

Subcommittee members voted to approve the meeting agenda.

3. Approval of Meeting Minutes

Subcommittee members voted to approve the October 17, 2016, meeting minutes.

4. Food Truck Policies

Staff provided an overview of the research they conducted regarding food truck policies. Staff reviewed a document they prepared that covered a variety of different issues to explore when preparing a food truck policy. These included ways to streamline the process, recommended costs for permits, how to address trucks in the public Right-of-Way, how to address food trucks at special events, in public parks, and on private property. The document also covered health and safety concerns and recommendations for the applications process.

Discussion ensued regarding the various aspects of food truck policies and how each community has different needs when it comes to addressing food trucks.

5. Fiscal Impact Model

Staff provided an overview of the fiscal impact model they had developed using Envision Tomorrow and provided a demonstration of the tool.

6. Pavement Condition Report

Staff provided an overview of the pavement condition report.

7. Other Non-Action Items of Interest

8. Next Meeting Date

1:30 p.m., Monday, March 20, 2016

9. Adjournment

The meeting adjourned at 2:19 p.m.