

Process Improvement Steering Committee

May 30, 2018 at 3:30PM
Building 1, Conference Room #350
Virginia Beach, VA, 23456

Present: Jessica Abbott, Taylor Adams, Richard Tuck Bowie, David Browning, Bill Brunke, Larry Dotolo, Brad Martin, Bob Scott, Sabrina Wooten
Food Truck Subcommittee and Food Truck Owners in attendance

Absent: Bob Dyer, Tom Etter, Preston Midgett

Call to Order: 3:37pm by Richard Tuck Bowie

Adjourned: 4:32pm by Richard Tuck Bowie

MINUTES

1. Welcome and Call to Order

Tuck Bowie introduces new Recorder, Taryn Denham and begins meeting with Food Truck discussion.

2. New Business

a. Subcommittee to create standards for Food Trucks

Kay Wilson has made the changes to the Food Truck Ordinances that were discussed at the last meeting, she reviews them with the group in detail. All Ordinances can be approved through City Council except the Zoning Ordinance which would need to be approved by the Planning Commission.

Motion to send Food Truck Ordinances through the Planning Commission and City Council at the earliest dates available with the caveat that VBRA will have a comment period before then to discuss any issues they may have with the Ordinances.

1st – David Browning. 2nd – Brad Martin. Unanimously approved.

Food Truck Subcommittee and Food Truck Owners are dismissed.

b. Subcommittee to review appointee process for Boards, Commissions, and Committees

Bill Brunke updates the group that there has been no progress since the last meeting. He is working with Council Member Rosemary Wilson on finding a Council Liaison for further discussions on this subject.

c. Presentation by Taylor Adams on the City's PPEA (Unsolicited Proposal Procedures)

Taylor Adams states that all of the changes from the last meeting have been incorporated into this updated Procedure and will present to City Council on June 5.

3. Old Business

a. Development Review Process

Tuck Bowie and Brad Martin are working with City senior management on stormwater issues before bringing the discussion to the group. As that progresses, they will keep the group informed.

b. Small Business Subcommittee Report

*not discussed

4. Announcements – Next Meeting Discussion

- a.** Tuck Bowie recommends the Committee takes a recess in June, July, and August and requests that each subcommittee continue their work through this break. All are in favor of this recess.
- b.** Brad Martin states that he and Jeff Robertson have been participating in conversations regarding the constructions of new schools/renovations of old schools and how construction seems unable to stay on schedule. He asks if this issue is something that the Committee would like to discuss further to brainstorm potential solutions. Jessica Abbott states that she will reach out to the School Board to see if they are interested in getting help from the Committee.
- c.** Larry Dotolo shares a concern regarding the emergency closing of the Amphitheater during a severe weather event, particularly how to notify ticket holders on last minute decisions. David Browning states that the venue should have a policy with their vendors outlining how this process should work. Jessica Abbott will find out what this current policy is and will report back to the group.
- d.** Jessica Abbott shares interest in creating a subcommittee to discuss the City's current Traffic Calming Program, specifically the procedure for getting into the Program.

5. Adjournment

Tuck Bowie confirms that the next committee meeting will be September 26 and there will be a reminder sent out with the minutes from this meeting. He encourages the subcommittees to continue their work. Meeting is adjourned at 4:32pm.