

# Mobile Food Vendors



# Rules and Regulations for Mobile Food Vendors in the Parks

## Procedure

This policy applies to all parties interested in selling food and beverages in Lakeville parks including vending in conjunction with athletic association games and tournaments. The Parks and Recreation staff will ensure that each vendor request meets all of the criteria listed in this policy prior to issuing a license. An application as well as any fees that apply must be submitted before vending begins. If a food vendor is hired to cater a private event as part of a facility reservation, a permit is not required. Events held at the Heritage Center that will have mobile food vendors on-site are required to complete the permit process.

## Definition

A mobile food unit is defined as a food and beverage establishment that is: 1) a vehicle mounted unit, either motorized or trailered; 2) readily movable without disassembling for transport to another location; or 3) a nonmotorized vehicle self-propelled by the operator that intends to sell food within City Parks.

## Policy

Food vendors will be allowed in the parks at the discretion of the Parks and Recreation Department. Each food vendor request will be evaluated and approved only after the following requirements have been met:

- a. The applicant must be the owner of the mobile food unit.
- b. The applicant has provided their full legal name, other names the applicant uses or is known by, date of birth and driver's license number or other acceptable identification of the person applying.
- c. An insurance policy that has been issued to the applicant by an insurance company authorized to do business in the state of Minnesota verifying that the applicant is insured against claims arising out of all operations of such applicant under this chapter for the sum of at least one million dollars (\$1,000,000.00) against liability for bodily injuries and for at least one million dollars (\$1,000,000.00) against liability for damage or destruction of property.
- d. All vendors must provide a copy of the related license or permit issued by the State of Minnesota required to operate a mobile food unit.
- e. The dates and hours of operation must be specified.
- f. A site plan showing the exact location of the mobile food unit must accompany the application.
- g. Mobile food units shall comply with all applicable Fire Codes and shall be inspected by a City Fire official prior to operation of the mobile food unit.
- h. The City reserves the right to deny vendor access to parks based on safety issues and inadequate parking.
- i. No vendor can be in a park during a special event unless they are affiliated with that event and/or permitted by the Parks and Recreation Department. In addition, food vendors will not be allowed in parks where the City or athletic associations are operating the concessions without prior approval of the athletic association and permitted by the Parks and Recreation Department.

- j. The City reserves the right to enforce No Vending dates when needed. Communication will be sent to all current vending license holders regarding No Vending dates
- k. Beginning in 2024: In accordance with the City's agreement with Lakeville Brewing Company, for Food and Beverage Service at Antlers Park, the City reserves the right to enforce "No Vending" or blackout dates for all other vendors if the profitability and/or viability of Lakeville Brewing's concessions operation is being negatively impacted by the operation of other vendors at Antlers Park. The decision to enforce the "No Vending" or blackout dates will be at the discretion of the Parks and Recreation Director. Vendors who are impacted by these restrictions will have the ability to operate in other Lakeville park locations, the City will provide as much advanced notice as possible in these situations. This does not apply to vendors who have been hired for food and beverage service for private events, vendors at private events must prominently post signage that stipulates no sales to the general public.
- l. Food vendors will be issued a license in the parks on a first come, first served basis.
- m. The sale of alcoholic beverages is prohibited.
- n. Mobile food units shall not have a drive-through.
- o. Mobile food units shall provide an independent power supply that is screened from public view if it is not located on the food truck.
- p. Mobile food units shall not use any outside sound amplifying equipment, televisions or similar visual entertainment devices, lights, or noisemakers such as bells, horns or whistles.
- q. All waste, garbage, litter and refuse shall be contained in leak proof, nonabsorbent containers which shall be kept covered with tight fitting lids and properly disposed of. No waste, garbage, litter or refuse shall be dumped or drained onto sidewalks, streets, gutters, storm drains or public trash receptacles.
- r. Any signage on the exterior of the food vending unit shall comply with Chapter 11-23 of the City Code.
- s. The approved license shall be prominently displayed on the mobile food unit for the duration of the event.

### **Definition**

Fees are required for a mobile food vendor utilizing a park space in the amount of \$50 for an Annual License. No vendor will be approved by the Parks and Recreation Department without being licensed from the Lakeville Fire Department.

# Application for Mobile Food Vendor Permit

Has your unit been licensed by the Lakeville Fire Department? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Date of inspection:	License Number:
Group/Organization Applying for Permit:	Contact Person:
Mailing Address:	Email Address:
Preferred Phone Number:	

Please list the location(s), date(s) and time(s) that you would like to vend. Specific dates and times are required prior to permitting. Some park locations do not accommodate mobile food vendors.

<b>Park Location:</b>	<b>Date:</b>	<b>Time:</b>
<b>Park Location:</b>	<b>Date:</b>	<b>Time:</b>
<b>Park Location:</b>	<b>Date:</b>	<b>Time:</b>
<b>Park Location:</b>	<b>Date:</b>	<b>Time:</b>

Online permit requests can be made for Antlers Park for vendors who have been licensed by the Lakeville Fire Department.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_