

Draft Policy on Allowing Vendors in City Parks

1. Permissible Locations: Jefferson Park, Curtis Reed Square, Marina Terrace, Riverwalk, Marina, Koslo Park and Smith Park.
2. Fee to be established on a daily basis and approved by the Common Council. 50% of the fee is due before vending begins.
3. Non-profit groups will pay half the established rate.
4. Vendor must fill out a Park Reservation Form to include a diagram.
5. Vendor will make a good faith effort to be present at all scheduled events and may terminate a vending agreement by giving the City a minimum of forty-eight (48) hour notice.
6. Policy does not apply to Special Events that arrange for their own vendors (i.e. Seafoodfest, softball tournaments, etc.).
7. Vendor hours of operation will not overlap with another vendor in the same park.
8. Vendor will not be allowed to set up at days/times during events that offer potentially competing concessions, such as food items.
9. A maximum of five (5) permits will be allowed in a calendar year.
10. Any application to vend for more than ten (10) days per year must be approved by the Park Board.
11. Police Department will be notified of any vendors that are permitted to be in a city park.
12. Fermented malt beverages shall not be sold by the vendor.
13. All other city ordinances related to vending, food licensing shall be followed.
14. For-profit vendors must submit an acceptable Certificate of Insurance and Endorsement prior to vending. Non-profit groups (bonafide or otherwise) may either submit a certificate of insurance and endorsement or sign a release and hold harmless agreement with the City.