



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606

Long Lake, MN 55356

MEETING DATE / March 19, 2024

SUBJECT: Consider Adoption of a Policy Regarding Mobile Food Unit(s) and Food Cart(s) on City Owned Property

Prepared By: Jeanette Moeller, City Clerk

Report Date: 3/12/2024

Recommended City Council Action

Staff recommends the following:

Motion to adopt the 'Policy Regarding Mobile Food Unit(s) and Food Cart(s) on City Owned Property', subject to final revisions by the City Attorney.

Overview / Background

Over the past couple of years, City staff and officials have periodically been contacted by individual food truck owners/operators who have had an interest in utilizing City property as a retail location. While the 1905 Wayzata Boulevard W property has been of particular interest, inquiries have also been received regarding locating at Nelson Lakeside Park.

Though staff's long term focus will be on updating the City's Code of Ordinance to fully address peddlers, solicitors, and mobile food vendors on both public and private property, staff consulted with the City Attorney to determine whether a policy document could be used as a tool to regulate and allow individual Mobile Food Units (MFU's) and Food Cart(s) on City owned property. City Attorney Thames confirmed that a policy could be adopted and employed for this purpose, provided it solely focused on City owned property use.

Staff has prepared the attached 'Policy Regarding Mobile Food Unit(s) and Food Cart(s) on City Owned Property' document, which would accomplish the following:

- Allows MFU or food cart owner/operators to apply to the City for a Special Event permit to enable them to operate at a City owned property for no more than 21 dates in a calendar year, consistent with state statute. Applicants would be subject to the Special Event Permit fee of \$125.00, and would be required to pay a \$25.00 per date site occupation fee prior to the start of permitted operations.
- A Special Event Permit for an individual MFU or food cart to locate on City property would be able to be approved administratively by City staff. Copies of all necessary State and County licensing would be required to be submitted with a Special Event Permit application, along with a Certificate of Insurance listing the City as an additional insured.
- Establishes operating procedures for MFUs or food carts on City property, including limits on sales hours (7:00 am to 9:00 pm), stating that no alcoholic beverages may be sold or consumed on City property, allowing for a sandwich board sign to be placed on site, addressing waste generated by the MFU or food cart, etc.

It should be noted that the proposed policy is not intended to address MFUs and food carts operating as vendors and as a component of larger community or private events on City owned property. In those situations, an event organizer's Special Event Permit application must include information about the presence and location of MFUs or food carts. Those events would continue to require all staff review and City Council approval.

At the time this report was prepared for the City Council's meeting informational packet, the City Attorney was unavailable to review the proposed policy document. Staff recommends the City Council consider adoption of the policy while allowing for final revisions to be made by the City Attorney.

Supporting Information

- Policy Regarding Mobile Food Unit(s) and Food Cart(s) on City Owned Property (subject to City Attorney review and revision)