

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Agenda Item: Discussion on a program for Mobile Dessert/Food Establishments on City Park Properties.

Committee Review: Park Board

Meeting Date: October 27th, 2025

Requested by: Jodi Mieden- Recreation Director

Background: Looking to create a standard fee schedule and program for Conditional Use Permit for Mobile Dessert/Food Establishments on City Park Properties for multiple groups including Non-Profit fundraisers and For-Profit sellers.

The permit allows the use of the grounds and electricity and provides (2) picnic tables and (2) garbage cans for customers.

Requirements:

- Groups must acquire the necessary Mobile Dessert/Food Establishment permit from the City.
- Not allowed to sell, assign, subcontract or sublease its permit. Doing so will result in immediate revocation of vendor's permit.
- Groups will work with the Parks & Recreation Director during the time occupied, for any changes or extra needs.
- The grounds of Krouskop Park must be cleaned after the event, back to its original condition.
- Any damages to the Parks, grounds or buildings will be the responsibility of the organization to repair or fix, to bring it back to its original condition.
- Must apply first-come, first-served for dedicated spots and dates set by the Park Board.
- We would need to set location(s) and dedicated dates they could apply for each year.
- How many spots and how many dates do we want to allow for the fee

Financial Impact possibilities:

Non-Profits: \$50 for no more than 12 dates

For-Profits: \$150 for the year (+ 3% of gross sales per month).

Attachment(s):

- o *Mobile Food/Dessert and Peddler License Procedure*
- o *Lewisville Food Trucks in Parks Program Guidelines*

Department Recommendation:

Committee Recommendation: