

# Parks and Recreation Concession Agreements Policy

City Ordinance 27-1 6.3 excludes the promotion, offer to sell, or sale of any item in a City park unless such promotion, offer to sell, or sale is authorized by the Parks and Recreation Board. The Board authorizes the following two forms of concession agreements when such promotion, offer to sell, or sale is deemed to be in the best interest of the public park and recreation system.

## Long-term agreements:

- One year or more in term length.
- Covers sale of food and/or beverage items.
- Fee may be negotiated, but a minimum often (10) percent of gross sales excluding sales tax is charged.
- Complies with all applicable federal, state, and City laws including City Health Department guidelines.
- Location is site specific.
- Utilities typically paid by the vendor.
- Insurance is required.

## Short-term agreements:

- Event is three calendar days or less in length.
- Event location is site specific.
- Utilities are generally paid by the Park Department.
- An advance flat fee of \$50 per selling point per event is charged.
- Complies with all applicable federal, state, and City laws including City Health Department guidelines.
- Insurance is required.
- Request for concession permit must be made to the Parks and Recreation Department at least 15 days in advance of the event.
- Event sponsors giving away items or promoting items must have a signed concession permit issued by the Parks and Recreation Department. The fee is waived.

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