

REQUEST FOR COUNCIL ACTION



CITY COUNCIL MEETING DATE:

DECEMBER 1, 2020

TITLE:

**RECEIVE AND FILE PUSH CARTS IN
PARKS PILOT PROGRAM
INFORMATIONAL UPDATE**

CLERK OF COUNCIL USE ONLY:

APPROVED

- ☐ As Recommended
- ☐ As Amended
- ☐ Ordinance on 1st Reading
- ☐ Ordinance on 2nd Reading
- ☐ Implementing Resolution
- ☐ Set Public Hearing For _____

CONTINUED TO _____

FILE NUMBER _____

/s/ Kristine Ridge

CITY MANAGER

RECOMMENDED ACTION

Receive and file Push Carts in Parks Pilot Program informational update.

DISCUSSION

At the March 17, 2020 City Council meeting, the City Council directed the City Manager to explore opportunities for food vendors to operate in City parks to encourage greater utilization of this space.

At the May 19, 2020 City Council meeting, the City Council received and filed a Food Vendors Operating in City Parks informational report.

The Parks, Recreation and Community Services Agency (PRCSA) is prepared to implement a Push Carts in the Parks Pilot program from April through September 2021, pending any COVID-19 restrictions restricting such activity. This six-month pilot program is open to vendors who operate manual pushcarts and have an interest in vending within select City parks (Exhibit 1). A Santa Ana Municipal Code (SAMC) amendment is not needed during this six-month pilot program. Once the pilot program is completed, City staff will evaluate and determine if the program will become permanent and at that time amend SAMC as appropriate.

Pilot Program Overview

- Vendors submit application (Exhibit 2)
- Program runs April through September 2021
- Up to three vendors per park site
- Park sites: Centennial, Madison, Delhi, Jerome, Rosita, and El Salvador
- One time permit fee of \$287.28
- Vendor requirements: Santa Ana business license, OC Mobile Food Facility Permit, California State Seller's Permit, and food handler certificate
- Fingerprinting and background check

FISCAL IMPACT

There is no fiscal impact associated with this action.

Submitted By: Lisa Rudloff, Executive Director – Parks, Recreation, and Community Services Agency

Exhibits: 1. Push Carts in Parks Flyer
2. Draft Mobile Food Vendor Application

PUSHCARTS *In The Park*



PILOT PUSHCART PROGRAM

The City of Santa Ana will be piloting a new mobile food vending program. The program is open to vendors who operate manual pushcarts and have interest in vending within select City parks. Vendor applications are now being accepted for those who qualify.

PROGRAM OVERVIEW

- Program runs April to September 2021
- Up to three (3) vendors per park site
- One time permit fee of \$287.28
- Vendor Application Deadline:
Thursday, February 4, 2021

For more information or to download a vendor application, visit www.santa-ana.org/parks/pushcart or call the City of Santa Ana Special Events Office at (714) 571-4227.



MOBILE FOOD VENDOR APPLICATION

A completed application, payment and copies of all requested materials must be submitted together for consideration. Incomplete or late submittals will not be accepted. Neither the filing of this application, nor the payment of the permit fee, shall authorize the vending from, operation or management of a pushcart until such permit has been granted or renewed (SAMC 26-12B).

Please type in blue or black ink.

APPLICANT INFORMATION			
FIRST NAME AND MIDDLE INITIAL			LAST NAME
HOME ADDRESS			APT/SUITE/UNIT
CITY	STATE	ZIP	EMAIL ADDRESS
PRIMARY PHONE NUMBER			SECONDARY PHONE NUMBER
DATE OF BIRTH		CA DRIVERS LICENSE NO.	
BUSINESS INFORMATION			
OWNER'S NAME (IF DIFFERENT THAN ABOVE)			BUSINESS NAME
TYPE OF BUSINESS ENTITY (SELECT ONE)			
<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Partnership	<input type="checkbox"/> Corporation	<input type="checkbox"/> Limited Liability Co.
IF A CORPORATION, PLEASE COMPLETE THE FOLLOWING <i>Attach a copy of the articles of incorporation</i>			
Corporate Name and Number		Date of Corporation	Place of Corporation
BUSINESS ADDRESS		APT/SUITE/UNIT	
CITY	STATE	ZIP	EMAIL ADDRESS
PRIMARY PHONE NUMBER		SECONDARY PHONE NUMBER	

Exhibit 2

SANTA ANA BUSINESS LICENSE NO.		DATE OF EXPIRATION	
NUMBER OF EMPLOYEES		IF UNIFORMS ARE REQUIRED, PLEASE DESCRIBE	
COMMISSARY NAME, ADDRESS AND PHONE NUMBER			
PREVIOUS EMPLOYMENT			
List the business, occupation or employment history of the applicant for three (3) years immediately preceding the date of the application, including, if applicable, the business license and permit history while operating as an ice cream or pushcart vendor, in order of most recent experience.			
Name of Employer #1		Employment Date From:	Employment Date To:
Employer's Address		Employer's Primary Phone Number	
Type of Business		Type of Pushcart/Concession	
Name of Employer #2		Employment Date From:	Employment Date To:
Employer's Address		Employer's Primary Phone Number	
Type of Business		Type of Pushcart/Concession	
Name of Employer #3		Employment Date From:	Employment Date To:
Employer's Address		Employer's Primary Phone Number	
Type of Business		Type of Pushcart/Concession	
List all cities in which the business now holds a vending permit:			
<p>Has the applicant ever had any permit, franchise or similar license in this or any other city, county, state or territory suspended, revoked, or denied?</p> <p><input type="checkbox"/> NO</p> <p><input type="checkbox"/> YES If checked "yes", list the location and state the circumstances of such suspension, revocation or denial below: _____</p> <p>_____</p>			

EQUIPMENT SPECIFICATIONS				
Type of Concession(s):			Pushcart Dimensions:	
<input type="checkbox"/> Ice Cream <input type="checkbox"/> Hot Dogs <input type="checkbox"/> Pre-Packaged Goods: _____ <input type="checkbox"/> Other: _____			_____W x _____H x _____L	
Please select all the features of your pushcart or trailer:				
<input type="checkbox"/> Sink	<input type="checkbox"/> Warmer	<input type="checkbox"/> Refrigerator	<input type="checkbox"/> Propane	<input type="checkbox"/> Other: _____
Describe your pushcart in detail, including operational features as well as distinguishing logos, trademarks and color schemes.				
PARK SITE PREFERENCE				
Mark your 1 st , 2 nd and 3 rd preference for park site. Preferences will be considered, however final location will be determined by the Parks, Recreation and Community Services Agency.				
	Centennial Park 3000 W. Edinger Ave.		Jerome Park 726 S. Center Street	
	Madison Park 1528 S. Standard Ave.		Rosita Park 706 N. Newhope	
	Delhi Park 2314 S. Halladay		El Salvador Park 1825 W. Civic Center Drive	

VENDOR REQUIREMENTS

The following materials must be submitted for evaluation. Any submittals with late or missing documents, information or materials will be considered incomplete and will not be accepted.

	COMPLETED VENDOR APPLICATION
	CITY OF SANTA ANA BUSINESS LICENSE Click here to apply for a business license
	ORANGE COUNTY MOBILE FOOD FACILITY PERMIT (MFF) Copy of your current Mobile Food Facility Permit from the Orange County Health Care Agency, white sticker (Food Vehicle Program Record Number), and current Food Vehicle Program Sticker. Permit must be installed on the pushcart at all times.
	CERTIFICATE OF LIABILITY INSURANCE & ADDITIONAL INSURED ENDORSEMENT Requirements are as follows: <ol style="list-style-type: none"> 1. Insurance Certificate including General Liability for one (1) million dollars. 2. Auto Liability Insurance for one (1) million dollars. 3. Workers' Compensation Insurance for one (1) million dollars. 4. The City of Santa Ana should be the certificate holder and must include an endorsement naming the "City of Santa Ana" and their officers, employees, agents, volunteers and representatives' as an additional insured.
	CALIFORNIA STATE SELLER'S PERMIT
	FOOD HANDLER CERTIFICATE
	COPY OF CA DRIVERS LICENSE Must include owner's driver's license and ALL participating pushcart operators
	TWO PHOTO(S) OF PUSHCART Photos should be high resolution and demonstrate all elements/features of the pushcart.
	VENDOR PERMIT FEE OF \$287.28 May be paid via check, cashier's check, money order or credit card (Visa or MasterCard only)

ACKNOWLEDGEMENT

I, the undersigned, hereby declare under penalty of perjury, that I have prepared all answers to the questions posed herein, that I have carefully read and reviewed them, and that all are true.

If the establishment is signal ownership or partnership, have the following signature(s) notarized:

BY

BY

TITLE

TITLE

STATE OF CALIFORNIA
COUNTY OF ORANGE

On _____, 20_____
Before me, the undersigned, a Notary
Public in and for said State, personally
appeared _____

Known to me, to be the person(s) whose
name(s)

Subscribe to the within instrument, and
acknowledge to me that _____
He _____ executed the same.

WITNESS my hand and official seal.

Notary Public In and For Said State

If the establishment is a corporation, have the following signatures notarized:

BY

BY

TITLE

TITLE

STATE OF CALIFORNIA
COUNTY OF ORANGE

On _____, 20_____
Before me, the undersigned, a Notary
Public in and for said State, personally
appeared _____

Known to me, to be the person(s) whose
name(s)

Subscribe to the within instrument, and
acknowledge to me that _____
He _____ executed the same.

WITNESS my hand and official seal.

Notary Public In and For Said State

OFFICE USE ONLY

<i>DOCUMENTS SUBMITTED</i>	<i>DATE RECEIVED</i>	<i>EXPIRATION DATE</i>
<input type="checkbox"/> <i>VENDOR APPLICATION</i>		
<input type="checkbox"/> <i>COPY OF SANTA ANA BUSINESS LICENSE</i>		
<input type="checkbox"/> <i>COPY OF MOBILE FOOD FACILITY PERMIT</i>		
<input type="checkbox"/> <i>INSURANCE & ADDITIONAL INSURED ENDORSEMENT</i>		
<input type="checkbox"/> <i>COPY OF SELLERS PERMIT</i>		
<input type="checkbox"/> <i>COPY OF FOOD HANDLERS CERTIFICATE</i>		
<input type="checkbox"/> <i>COPY OF DRIVERS LICENSE</i>		
<input type="checkbox"/> <i>PHOTOS OF PUSHCART</i>		
<input type="checkbox"/> <i>VENDOR PERMIT FEE OF \$287.28</i>		

NOTES: