

# City Council Work Session Meeting Minutes

Dawes Conference Room  
113 W. Dawes Ave., Bixby, OK 74008  
March 13, 2023 at 5:00 PM

This Notice and Agenda was posted on the bulletin board this day of March 10, 2023, on or before 6:00 p.m., at City Hall, 116 W. Needles Bixby Oklahoma

## Call to Order

Mayor Guthrie called the meeting to order at 5:01 p.m.

## Roll Call

Shannon Duran, City Clerk, called the roll, and the following were present:

### Members Present

Mayor Guthrie  
Vice Mayor Blair  
Councilor Founds  
Councilor Girard  
Councilor Revelis (Not present)

### Staff Present

Shannon Duran, City Clerk  
Phil Frazier, City Attorney  
Charles Barnes, Finance Director  
Bea Aamodt, Public Works Director  
OC Walker, City Planner  
Todd Blish, Police Chief  
Mike Butler, Fire Chief  
Justin Dowd, City Engineer  
Bryan Toney, Public Information Officer

## Agenda

### 1) Discussion of Mobile Food Vendor Ordinances and Regulations.

Mayor Guthrie says the first item for discussion is Mobile Food Vendors Ordinance and Regulations.

Presented by Shannon Duran and Gladys Gill

A presentation was presented to the council regarding proposed changes, additions and modifications to the Mobile Food Vendor Ordinance. The two additions to the current ordinance would include adding vending on private property zoned commercial and mobile catering. Council was provided with copies of the slideshow and a copy of the drafted Food Truck Ordinance with the proposed modifications. These attachments are incorporated into the minutes.

Further discussions regarding the changes once presented to the council for approval.

2) Discussion and presentation on the Bixhoma Lake Trail Marking program.

Discussion and presentation on Bixhoma Lake Trail Marking Program presented by Parks Director, John Wood.

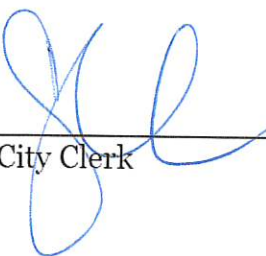
John Wood presented the Council with proposed trails with color coded markers and QR codes on trailhead posts throughout Bixhoma Lake. John also stated that he would like to have GPS locations throughout the trails for First Responders to locate and respond in case of emergencies. Council was provided with a possible trail post option and a map of Lake Bixhoma with the different trails color coded. These attachments are incorporated into the minutes.

John also asked for direction from council on how to address the issue of cell service being spotty.

The council would like John to proceed with the Bixhoma Lake Trail Marking Program.

3) Adjournment

An adjournment was called at 5:59 p.m. by Mayor Guthrie.

  
City Clerk



  
Mayor

# Mobile Food Vending Ordinance Update Proposal



# Changes to Ordinance

## AMENDATORY, Section 3-11-1 of Chapter 11: DEFINITIONS

### ADD

- **CATERING:** Activity providing food or drinks at a private event and is characterized by one person paying the vendor for all services and items provided rather than multiple sales at the same location.
- **SPECIAL EVENT:** (1) Any event which is conducted in whole or in part on public property or on public rights-of-way or easements; or (2) any event held on private property but which would have a direct and significant impact on ordinary traffic congestion or traffic flow to and from the event over public streets or rights-of-way; or which would significantly affect public streets or rights-of-way near the event; or which would significantly affect the need for city-provided emergency services such as police, fire or medical aid. Special events may include but are not limited to fun runs, roadway foot races, fundraising walks, auctions, bike-a-thons, parades, carnivals, shows, filming/movie events, circuses, block parties and fairs.

# Changes to Ordinance cont.

## AMENDATORY, Section 3-11-3 of Chapter 11: EXEMPTIONS

The following activities, businesses and/or persons, as such are commonly known, shall be exempt from coverage of this chapter, but this exemption shall not be construed to limit or restrict the application of other laws and regulations pertaining to such activities, businesses and/or persons:



### ADD

- G: Special events that have been permitted and approved by the council.
- H: Events hosted by neighborhood associations.

Adding H will help address events hosted by an HOA.

# Changes to Ordinance cont.

## AMENDATORY, Section 3-11-4 of Chapter 11: OPERATIONS AND REQUIREMENTS

Mobile food vendors licensed pursuant to this chapter must meet the below requirements and all applicable legal requirements:

- B. Maintain a **valid food** license from the City of Bixby;



**Instead of a business license, we would issue a food license just like we do with our brick and mortar restaurants.**

# Changes to Ordinance cont.

## AMENDATORY, Section 3-11-4 of Chapter 11: OPERATIONS AND REQUIREMENTS

Remove the following from F:

"All required insurance policies shall include the City of Bixby, its officials, representatives, agents and employees as additional insured."



**We would still require one million dollar liability insurance but we would not require that the City be named as additional insured.**

Proposed Senate Bill limits the authority to require a mobile food vendor to maintain an insurance policy that names the local authority as an additional insured.

# Changes to Ordinance cont.

## AMENDATORY, Section 3-11-5 of Chapter 11: MOBILE FOOD VENDOR LICENSE PROCESS

### MODIFY

- **C. Fees** by replacing *processing fee* with *Life Safety Inspection fee*.

### MODIFY

- **D. Expiration of License** by removing *180 days* and add one year.

In this section, the main difference would be adding **Life Safety Inspection** fee. This will be a new procedure for the City of Bixby and staff but one that's already implemented in other cities like Broken Arrow.

A Life Safety Inspection fee is already in our fee schedule.

We would not have a processing fee but we would take a fee for the Life Safety. Current Life Safety fee is \$50.00.

The Tulsa Health Department recommended that we do not issue day license. They do issue day licenses but only for scheduled special events.

# Changes to Ordinance cont.

AMENDATORY, Section 3-11-7 of Chapter 11:

## MOBILE FOOD VENDOR STANDARDS AND RESTRICTIONS

All mobile food vendors licensed under this chapter shall conform to the following standards and restrictions unless otherwise approved by the Council:

A. Geographical Restrictions: No mobile food vendor shall sell or vend from his or her vehicle or conveyance:

### MODIFY

- 1. Outside of an approved area *within or immediately adjacent to Bentley Park and Sports Complex, Charley Young Event Park, Washington Irving Memorial Park and Arboretum and Lake Bixhoma; Harmony Bridge* or

### ADD

- 2. Upon public property without the authorization of the City.

This will allow the City to add other city owned properties for temporary use without amending the ordinance.

# Changes to Ordinance cont.

AMENDATORY, Section 3-11-7 of Chapter 11:

## MOBILE FOOD VENDOR STANDARDS AND RESTRICTIONS cont.

A. Geographical Restrictions: No mobile food vendor shall sell or vend from his or her vehicle or conveyance:

### REMOVE

- 3. Within one hundred fifty feet (150') of a brick and mortar restaurant business, except as approved by the City.



Current proposed Senate bill has limitations on local regulations. We cannot require a mobile food vendor to operate a specific distance from restaurants or commercial establishments.

# Changes to Ordinance cont.

AMENDATORY, Section 3-11-7 of Chapter 11:

## MOBILE FOOD VENDOR STANDARDS AND RESTRICTIONS

A. Geographical Restrictions: No mobile food vendor shall sell or vend from his or her vehicle or conveyance:

### MODIFY

- 4. Unless operating under blanket approval granted by a City authorized *tier 1* or *tier 2* special event, or a *tier 3* event with a City issued itinerant license. (Ord. 2279, 5-13-2019)

### ADD

- a. With written approval, a mobile food vendors may contract with the operators of an authorized special event and operate under the blanket approval granted for the special event. This also includes private events not open to the general public.

This means, a mobile food vendor may contract with the Corn Festival, BBQ N Blues, etc. and operate under the blanket approval granted for the special event.

# Changes to Ordinance cont.

AMENDATORY, Section 3-11-7 of Chapter 11:

## MOBILE FOOD VENDOR STANDARDS AND RESTRICTIONS

A. Geographical Restrictions: No mobile food vendor shall sell or vend from his or her vehicle or conveyance:

### ADD

- 5. Upon private property zoned residential with the exception of events hosted by neighborhood associations.

Adding this will help address HOA events and Mobile Catering Vendors.



# Changes to Ordinance cont.

AMENDATORY, Section 3-11-7 of Chapter 11:

## MOBILE FOOD VENDOR STANDARDS AND RESTRICTIONS

All mobile food vendors licensed under this chapter shall conform to the following standards and restrictions unless otherwise approved by the Council:

### MODIFY

- L. Location Of Vehicle Or Conveyance: No mobile food vendor shall locate his or her vehicle or other conveyance in such a manner as to cause a traffic hazard or within ten feet of the extension of any building entranceway, doorway, or driveway;

### ADD

- R. Life Safety Inspection: All mobile food vendor vehicles should be inspected by a Fire Marshal for compliance.

# Proposed Section of Law to Be Added



## Private Property Vending:

Mobile food trucks are permitted on private property provided certain standards are met in addition to 3-11-7: MOBILE FOOD VENDOR STANDARDS AND RESTRICTIONS in this chapter.

- A. Location. Shall be a permitted on private property within all zoning districts allowing commercial retail sales or restaurants and bars.
- B. Permission. Shall have the written, notarized permission of the registered owner of the subject property, which shall be available upon request.
- C. Frequency. Shall be limited to no more than (X) consecutive days per calendar week. This limitation shall apply only to mobile food trucks, and shall not prohibit the property owner from hosting a permitted special event or a city co-sponsored event.
- D. Limit. Shall be limited to no more than (X) mobile food trucks at one (1) time, except as may be allowed in conjunction with an approved special event or as part of a city co-sponsored event.

# Proposed Section of Law to Be Added



## Private Mobile Catering:

No City permit is required upon private property zoned residential. Mobile food vendors may operate as a private food and beverage caterer in accordance with the following:

- A. The mobile food truck shall be parked entirely on private property;
  - B. Service shall be limited to private guests of the catering event host only. No walk-up customers are permitted;
  - C. Payment shall occur directly between the catering event host and the mobile food vendor. No payment transactions shall occur for individual orders;
  - D. A maximum of (X) hours;
  - E. A maximum of (X) catering event per month is permitted in residential zones.
- More frequent catering activities shall be subject to a Mobile Food Vendor Permit.

# Staff Recommendations

- Remove all approved areas so that the city can have flexibility in the future for more public property locations like utilizing vacant city owned properties for temp food truck courts.
- On private property, limit consecutive days per week a food vendor can operate and;
- Limit the number of mobile food trucks at one time.
- Limit hours a private mobile catering vendor can operate at one time and;
- Limit the frequency.
- We can limit what part of town Mobile Food Vendors operate in.  
Example: No Mobile Food Trucks shall operate north of 131st.
- Only issue 1 year licenses. This was a recommendation of THD.

CHAPTER 11  
MOBILE FOOD VENDORS

SECTION:

3-11-1: Definitions

3-11-2: Mobile Food Vendor License Required

3-11-3: Exemptions

3-11-4: Operations And Requirements

3-11-5: Mobile Food Vendor License Process

3-11-6: Health Regulations

3-11-7: Mobile Food Vendor Standards And Restrictions

3-11-8: Penalty

AMENDATORY, Section 3-11-1 of Chapter 11, is amended to read as follows:

3-11-1: DEFINITIONS:

The following words and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

CATERING: Activity providing food or drinks at a private event and is characterized by one person paying the vendor for all services and items provided rather than multiple sales at the same location.

Commented [GG1]: Adding CATERING in the definition for the purpose of private events.

COMMISSARY: An approved facility that provides support services for specific required functions of a mobile food vendor. Any food establishment permitted or licensed by a regulatory agency, such as a catering operation, restaurant, grocery store or similar establishment or any otherwise approved facility in which food, containers or supplies are kept, handled, prepared, packaged or stored can be considered a commissary. When not required in a mobile food vendor vehicle, commissaries may provide a three (3) compartment sink for washing, rinsing and sanitization of equipment/utensils in addition to hand wash and rest room facilities. Services required of the commissary will be based on the food sold and the mobile food vendor type and capabilities. A private residence may not be used as a commissary.

CONCESSIONAIRE: A person or entity engaged in the sale of food or other goods or services in a City park or on City property who operates or maintains a concession stand in accordance with a written agreement, as lawfully approved in writing by the City.

FARMERS MARKET: A designated area in which farmers, growers or producers from a defined region gather on a regularly scheduled basis to sell at retail non-potentially hazardous farm food products and whole shell eggs to the public. A portion of the raw food ingredients used by the individual vendor to produce a product must have been grown or raised by the vendor. This definition does not include individual farmers who grow and sell flowers, unprocessed fruit, vegetables, produce or plants grown on the property where the seller is located.

FOOD: All items designed for human consumption, including but not limited to ice cream, candy, gum, popcorn, hotdogs, sandwiches, peanuts, soft drinks, coffee and dairy products.

MOBILE FOOD VENDOR: All persons and corporate entities, as well as their agents and employees, who offer or expose food for sale from a vehicle or conveyance.

SPECIAL EVENT: (1) Any event which is conducted in whole or in part on public property or on public rights-of-way or easements; or (2) any event held on private property but which would have a direct and significant impact on ordinary traffic congestion or traffic flow to and from the event over public streets or rights-of-way; or which would significantly affect public streets or rights-of-way near the event; or which would significantly affect the need for city-provided emergency services such as police, fire or medical aid. Special events may include but are not limited to fun runs, roadway foot races, fundraising walks, auctions, bike-a-thons, parades, carnivals, shows, filming/movie events, circuses, block parties and fairs.

Commented [GG2]: Add SPECIAL EVENT definition.

VEHICLE: A push cart, a trailer, a three-wheeled pedal carrier or like device or a motorized vehicle that is required to be registered and licensed by the Motor Vehicle Division of the Oklahoma Tax Commission. (Ord. 2215, 6-26-2017)

### 3-11-2: MOBILE FOOD VENDOR LICENSE REQUIRED:

It shall be unlawful and an offense for a mobile food vendor to engage in sales or to attempt to engage in sales within the City except when licensed as a mobile food vendor in compliance with the provisions of this chapter. (Ord. 2215, 6-26-2017)

AMENDATORY, Section 3-11-3 of Chapter 11, is amended to read as follows:

### 3-11-3: EXEMPTIONS:

The following activities, businesses and/or persons, as such are commonly known, shall be exempt from coverage of this chapter, but this exemption shall not be construed to limit or restrict the application of other laws and regulations pertaining to such activities, businesses and/or persons:

- A. Traditional neighborhood lemonade stands;

- B. Stands used to sell or distribute flowers, fruit, vegetables, produce or plants grown on the property where the stand is located;
- C. Delivery or distribution of food, goods or products ordered or purchased by customers from a source or point of sale other than a mobile vehicle operated for the purpose of soliciting customers while traveling or while located on City streets or property;
- D. Delivery or distribution of food by or for any not-for-profit organization, governmental agency or other charitable organization, including without limitation Meals on Wheels and the Food Bank; and
- E. Concessionaires, except that concession agreements with the City shall include health, sanitation and insurance requirements generally conforming to those established for similar businesses and vendors covered by this chapter.
- F. Farmers markets. (Ord. 2215, 6-26-2017)

G. Special events that have been permitted and approved by the council.

H. Events hosted by neighborhood associations.

Commented [GG3]: Address events hosted by an HOA.

AMENDATORY, Section 3-11-4 of Chapter 11, is amended to read as follows:

#### 3-11-4: OPERATIONS AND REQUIREMENTS:

Mobile food vendors licensed pursuant to this chapter must meet the below requirements and all applicable legal requirements:

- A. Maintain a valid food license from the Tulsa City-County Health Department;
- B. Maintain a valid food business license from the City of Bixby;
- C. Remit all sales taxes collected from sales made within the City of Bixby in compliance with the Oklahoma Sales Tax Code and the Bixby Sales Tax ordinance;
- D. Obtain a temporary building permit, if applicable;
- E. Obtain a temporary tent permit, if applicable; and
- F. Maintain comprehensive general liability insurance with an applicable limit of liability of not less than one million dollars (\$1,000,000.00); comprehensive automobile liability insurance applicable to all owned, hired and non-owned vehicles with an applicable limit of liability of not less than one million dollars (\$1,000,000.00); and worker's compensation insurance which complies with all legal requirements. All required insurance policies shall include the City of Bixby, its officials, representatives, agents and employees as additional insured. (Ord. 2215, 6-26-2017)

Commented [GG4]: "valid food" should be added instead of business since the health department will require anyone selling a consumable product to maintain and renew their food license.

Commented [GG5]: One million dollars (\$1,000,000.00) Limit of liability is common and required in most cities.

Commented [GG6R5]: REMOVE THE LAST SECTION PER SENATE BILL.

AMENDATORY, Section 3-11-5 of Chapter 11, is amended to read as follows:

**3-11-5: MOBILE FOOD VENDOR LICENSE PROCESS:**

**A. Application Requirements:** Applicants for a mobile food vendor license shall file with the City Clerk a verified application on a form to be furnished by the City Clerk, which shall contain the following information:

1. The name or names, birth date, social security number, and address (street and mailing, if different) of the applicant or of an individual agent of the applicant if the applicant is a corporate entity;
2. Vehicle license number and description of all vehicles from which the applicant proposes to conduct business;
3. Description of the general type of food or non-food items to be sold;
4. A schedule of times and the place or places where the applicant proposes to engage in business;
5. A site plan or detailed site description specifying the fixed outdoor location desired and the design and make-up of all structures, vehicles, signs or displays to be used while conducting business at such fixed location;
6. The content of any signs proposed to be used and their proposed location, demonstrating compliance with the Zoning Code of the City of Bixby;
7. The identity of the commissary, if applicable, its proprietor, its street and mailing address and phone number;
8. A business license from the Tulsa City-County Health Department, certifying that the mobile vending business has complied with all applicable State and local Health Department regulations;
9. Documentation showing the applicant is a vendor registered with the Oklahoma Tax Commission, or other proof that Sales Tax has been or is being paid on the items sold or to be sold; or proof that the applicant is exempt from the payment of Sales Tax;
10. A business license from the City of Bixby, issued in accordance with chapter 1 of this title;
11. Documentation of comprehensive general liability insurance with an applicable limit of liability of not less than one million dollars (\$1,000,000.00); comprehensive automobile liability insurance applicable to all owned, hired and non-owned vehicles with an applicable limit of liability of not less than one million dollars (\$1,000,000.00); and worker's compensation insurance which complies with all legal requirements;
12. Such other information as the City Manager may require and as requested in the application form.

B. Determination of Application: Within fifteen (15) business days after receipt of the application, the City Clerk shall either approve or disapprove of the application. Grounds for disapproval shall include, but not be limited to, the following:

1. A finding that the application is incomplete;
2. Nonpayment of all applicable fees;
3. A finding that the application is not in conformance with any other applicable provisions of this Code;
4. The applicant or its agent is a person required to be registered pursuant to the Oklahoma Sex Offenders Registration Act 1, as amended; and
5. The applicant or its agent is the subject of an outstanding warrant for arrest.

C. Fees: Applications for a license shall be accompanied by a nonrefundable ~~processing~~ **Life Safety Inspection** fee. A license fee will be due and payable by the applicant at the time a license is issued. The amount of these fees shall be as established by resolution of the City Council. In the event that the licensee shall cease operation, either voluntarily or involuntarily, before the end of the period for which a license issued, no part of the license fee shall be refunded.

**Commented [GG7]:** Remove *processing* and add *Life Safety Inspection*. This Life Safety Inspection fee is so that the city Fire Marshal can do their inspection before we issue the approved city food license.

**Commented [GG8]:** We should keep this language.

D. Expiration of License: A license issued under this chapter shall expire ~~no later than one (1) year~~ **hundred eighty (180) days** from the date of its issuance.

**Commented [GG9]:** Keep this section and change 180 days to 1 year.

E. Exhibition of License - License Non-Transferable: A license issued under this chapter shall be posted conspicuously at the place of business. Licenses issued under this chapter shall be non-transferable.

F. Renewal of License: The holder of any expiring license, issued under this chapter, who desires a new license, shall file a written application for renewal with the City Clerk. The City Clerk, in determining whether to approve or disapprove an application for renewal of a license, shall be guided by the provisions of this chapter. (Ord. 2215, 6-26-2017)

### 3-11-6: HEALTH REGULATIONS:

All mobile food vendors shall comply with all laws, rules and regulations regarding food handling, and all vehicles, equipment and devices used for the handling, storage, transportation and/or sale of food shall comply with all applicable laws, rules and regulations, as presently worded and as may be amended by law, in addition to any other rules and regulations respecting such vehicles, equipment, devices as may be established by the Tulsa City-County Health Department. (Ord. 2215, 6-26-2017)

AMENDATORY, Section 3-11-7 of Chapter 11, is amended to read as follows:

### 3-11-7: MOBILE FOOD VENDOR STANDARDS AND RESTRICTIONS:

All mobile food vendors licensed under this chapter shall conform to the following standards and restrictions unless otherwise approved by the Council:

A. Geographical Restrictions: No mobile food vendor shall sell or vend from his or her vehicle or conveyance:

1. Outside of an approved area ~~within or immediately adjacent to Bentley Park and Sports Complex, Charley Young Event Park, Washington Irving Memorial Park and Arboretum and Lake Bixhoma; Harmony Bridge or~~

2. Upon public property without the authorization of the City.

3. ~~Within one hundred fifty feet (150') of a brick and mortar restaurant business, except as approved by the City.~~

4. Unless operating under blanket approval granted by a City authorized tier 1 or tier 2 special event, or a tier 3 event with a City issued itinerant license. (Ord. 2279, 5-13-2019)

- a. With written approval, a mobile food vendors may contract with the operators of an authorized special event and operate under the blanket approval granted for the special event. This also includes private events not open to the general public.

5. Upon private property zoned residential with the exception of events hosted by neighborhood associations.

B. Site Plan Restrictions: No mobile food vendor shall sell or vend from his vehicle or conveyance in a location other than the one reflected on a site plan or detailed site description approved by the City. If a vendor desires to amend an approved site plan or detailed site description, the vendor shall file an amended site plan or detailed site description prior to deviating from the site plan or detailed site description then on file with the City Clerk. If the amended site plan or detailed site description is approved, the City Clerk shall amend the business license to indicate any new fixed outdoor location for the conduct of the business. Failure of a mobile food vendor to comply with the original or amended site plan or detailed site description on file with the City Clerk shall constitute a violation of this chapter and an offense subject to the penalty specified in this chapter.

C. Operational Time Restrictions: No mobile food vendor shall sell or vend from his vehicle or conveyance other than pursuant to a schedule of dates and times approved by the City.

D. Types Of Food Preparations: Mobile food vendors are limited to the types of food preparation operations as identified and permitted by the Tulsa City-County Health Department.

E. Return For Compliance: Mobile food vendors must physically return to their commissaries daily for Health Department compliance, including but not limited to wastewater disposal, maintenance, cleaning, etc.

**Commented [GG10]:** Remove, this all together and add "Upon public property without the authorization of the City" This will allow the City to add other city owned properties for temporary use without amending the ordinance.

**Commented [GG11]:** Add this language and we can, administratively, notify applicants what is an approved area for business operations.

**Commented [GG12]:** Per proposed Senate Bill remove this.

**Commented [GG13]:** Better clarification

**Commented [GG14]:** Add this for those that have a yearly license and want to participate in special events.

**Commented [GG15]:** This is common practice in other cities.

**Commented [GG16]:** Adding this will help address HOA events.

**Commented [GG17]:** Site plans will be required for each private property location vendors wish to be at. This process will be part of the Life Safety Inspection by the Fire Marshal.

**Commented [GG18R17]:** This will also help the office of the City Clerk to keep record of where vendors are selling.

F. Compliance With Traffic Regulations: No mobile food vendor shall conduct business so as to violate any ordinance of the City regulating traffic and rights-of-way, as now in effect or hereafter amended.

G. Obstruction Prohibited: No mobile vendor shall obstruct the passage of a sidewalk, street, avenue, alley or any other public place by causing or permitting people to congregate at or near the place where food or other items are being sold or offered for sale.

H. Street Side Service Prohibited: No customer shall be served on the street side of the mobile food vendor vehicle. All service must be on the curb side when the mobile unit is on or abutting a public street.

I. Seating: Absolutely no seating shall be provided or permitted as part of a mobile food vendor business as contemplated in this chapter.

J. Drive Thrus: No drive thru or drive by customer service shall be provided or permitted as part of a mobile vendor business as contemplated in this chapter.

K. Garbage Receptacles: All mobile food vendors shall provide garbage receptacles for customer use.

L. Location Of Vehicle Or Conveyance: No mobile food vendor shall locate his or her vehicle or other conveyance in such a manner as to cause a traffic hazard or within ten feet of the extension of any building entranceway, doorway, or driveway;

Commented [GG19]: This should be added for the purpose of vending on private property.

M. Cleaning of Site: At the conclusion of business activities at a given location the mobile food vendor shall clean all the public way surrounding his or her vehicle of all debris, trash and litter generated by the vendor's business activities.

N. Fire Extinguishers: All mobile food vendors preparing food by cooking, frying or other means shall be equipped with at least one fire extinguisher with a minimum rating of 2A-40-BC.

O. Compliance With Park Rules: Mobile food vendors must comply with all applicable park rules.

P. Additional Requirements: Applicants for licenses issued pursuant to this chapter should be prepared to meet all additional requirements and conditions to operate in certain restricted areas of the City such as ~~Bentley Park and Sports Complex, Charley Young Event Park and Harmony Bridge Washington Irving Memorial Park and Arboretum and Lake Bixhoma.~~

Q. Electrical Connections: All electrical connections by mobile food vendors shall fully comply with requirements of the National Electrical Code (NEC). (Ord. 2215, 6-26-2017)

R. Life Safety Inspection: All mobile food vendor vehicles should be inspected by a Fire Marshal for compliance.

Commented [GG20]: Add Life Safety Inspection to ordinance.

## NEW LAW

A new section of law to be codified in the Bixby Statutes as Section 3-11-8 of Chapter 11, unless there is created a duplication in numbering, reads as follows:

### 3-11-8: PRIVATE PROPERTY VENDING:

Mobile food trucks are permitted on private property provided certain standards are met in addition to 3-11-7: MOBILE FOOD VENDOR STANDARDS AND RESTRICTIONS in this chapter.

- A. Location. Shall be a permitted on private property within all zoning districts allowing commercial retail sales or restaurants and bars.
- B. Permission. Shall have the written, notarized permission of the registered owner of the subject property, which shall be available upon request.
- C. Frequency. Shall be limited to no more than (X) consecutive days per calendar week. This limitation shall apply only to mobile food trucks, and shall not prohibit the property owner from hosting a permitted special event or a city co-sponsored event.
- D. Limit. Shall be limited to no more than (X) mobile food trucks at one (1) time, except as may be allowed in conjunction with an approved special event or as part of a city co-sponsored event.

**Commented [GG21]:** The proposed amendments will allow for exceptions by geographic location. Should we exclude vacant and undeveloped property

**Commented [GG22]:** Due to their temporary status, mobile food trucks are conferred certain benefits and exclusions. A limitation on the number of days per calendar week will reinforce the temporary characteristics of the proposed business type. Furthermore, this standard will allow creation of a consistent, weekly schedule upon which both operators and customers can depend.

**Commented [GG23]:** Add section for Private Property Vending with regulations and restrictions.

**Commented [GG24]:** Other cities will allow podding on private property zoned industrial or away from their main corridor.

**Commented [GG25R24]:** Podding is when two or more Mobile Food Vehicles operate in close proximity to each other.

## NEW LAW

A new section of law to be codified in the Bixby Statutes as Section 3-11-9 of Chapter 11, unless there is created a duplication in numbering, reads as follows:

### 3-11-9: PRIVATE MOBILE CATERING:

No City permit is required upon private property zoned residential. Mobile food vendors may operate as a private food and beverage caterer in accordance with the following:

- A. The mobile food truck shall be parked entirely on private property;
- B. Service shall be limited to private guests of the catering event host only. No walk-up customers are permitted;
- C. Payment shall occur directly between the catering event host and the mobile food vendor. No payment transactions shall occur for individual orders;
- D. A maximum of (X) hours;
- E. A maximum of (X) catering event per month is permitted in residential zones. More frequent catering activities shall be subject to a Mobile Food Vendor Permit.

**Commented [GG26]:** This can help limit vendors or hosts from making sales outside of private catering on residential properties.

**Commented [GG27]:** This will address HOA hosting neighborhood events and residents having a vendor posted longer than permitted.

AMENDATORY, Section 3-11-8 of Chapter 11, is amended to read as follows:

### 3-11-10: PENALTY:

Any person violating the provisions of this chapter shall, upon conviction, be punished by a fine not exceeding five hundred dollars (\$500.00), excluding costs, fees and assessments. Each day a violation continues shall be a separate offense. Additionally, a subsequent license or licenses shall not be issued for a period of one year following the date of last violation and no license shall be issued to any vendor who has fines or fees owing to the City. (Ord. 2215, 6-26-2017)

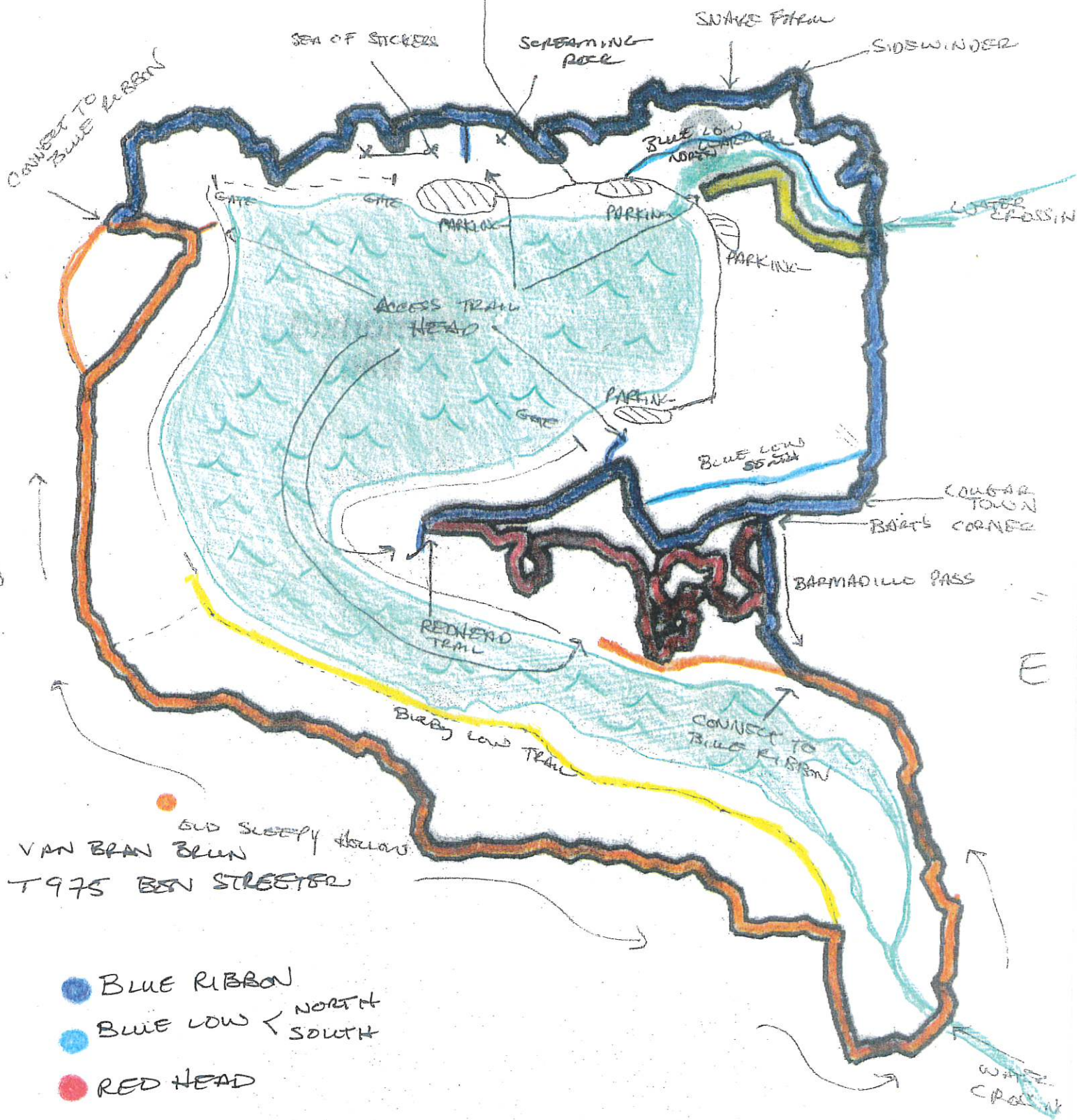
**Commented [GG28]:** Change PENALTY section

## Lake Bixhoma Trails

- Trail Head Post
- Trail Post Distance apart
- Tree Markers
- First Responders GPS locations on Trail Post
- QR codes on Trail Head Post's
- South and Southwest end of the lake cell service is spotty and/or non existence

Bikby  
Blue Ribbon

Bicycles  
Trail Project





**Fire Road**  
6.8 miles/one way

**Childers Trail**  
6.15 mile loop  
easy

**Frank Trail**  
1.4 miles/one way  
moderate

Parking/Entrance  
Visitors Center  
Information  
Swag Shop  
Trailhead  
Water

**Less Traveled Trail**  
4.1 miles/one way  
moderate

**Wilson Trail**  
1.0 mile/one way  
difficult

**Falls Trails**  
3.5 miles/one way  
difficult

