Mobile Food Vending Advisory Board Meeting Minutes

10/16/2025

- The meeting was called to order by Chair Benjamin Lee at 2:05 pm.
- The roll call of Board Members showed fourteen (14) members present, zero (0) members absent and three (3) currently vacant representatives.
- Board Member Kelli Hykes made a motion to dispense of the reading of July 17, 2025, Board Meeting Minutes. The motion was seconded by Board Member Rachel Kengeter, motion carried.
- Board Member Kelli Hykes made a motion to accept the April 17, 2025, Board Meeting Minutes. The motion was seconded by Board Member James Pashovich, motion carried.

Old Business

- License Officer Glenn Rutter updated the Board on current Mobile Food Vending License Stats
  - 463 Mobile Food Vending issued with 64 Public Right of Ways
  - 254 of those were Mobile Food Trucks with 30 Public Right of Ways
  - 174 of those were Mobile Food Trailers with 4 Public Right of Ways
  - 35 of those were Pushcarts with 30 Public Right of Ways

New Business

- Board Chair Benjamin Lee updated the Board on 311 options hopefully will be up and running by next month.
- The Board was introduced to the new South of 670 Representative Ashley Vandyke
- Board Chair Benjamin Lee advised the Board on the current three board vacancies. The question of possible Virtual Board Meetings was discussed but would need look into.
- Board Chair Benjamin Lee discussed Reservation Spot suggestions.
- The Pledge of Ethical Conduct and Oath of Office for those who have not yet completed it was moved to the end of the meeting.
- The Board was advised of the next MFV meeting will be on Thursday, January 15th, at 2:00 pm.

Discussion

- Board Chair Benjamin Lee opened the discussion for annual review of the reservation spots. After a discussion of opening spots, a motion was made by Board Member Kelli Hykes to expand current PROW spots for daytime. The motion was seconded by Board Member Adam Wallace, motion carried.
- The Board discussed how current spots and congestion zones were established. A motion was made by Board Member Kelli Hykes for an investigation into how current spots, operating times and congestion zones were established. The motion was seconded by Board Member Adam Wallace, motion carried.
- Mobile Food Vendor Victor Dabbs requested to address the Board. Mr. Dabbs addressed the Board with his concerns regarding reservation and congestion zones but was asked to reframe from further comments due to his pending appeal on his violations in the congestion zone.

- Board Member Adam Wallce addressed the Board on his concern of Background Checks taking 30 days or more and why does the License Section require all documents before doing the Background Check. Board Chair Benjamin Lee advised that the Office of the Ohio Attorney General requires that the License Section must have a complete application before the License Section can perform the required Background and for those last-minute renewals, they can go to a third-party location to complete their background. That must be mailed directly to the License Section.
- Board Member Zach James asked for an update on the RFP for Reservation System. Board Chair Benjamin Lee advised that there was no update at this time.
- Board Member Adam Wallace asked for update on current spots that have been measured for the required 25'. Board Chair Benjamin Lee advised none at this time.

Adjournment

- Board Member Zack James made a motion to adjourn the meeting. The motion was seconded by Board Member Adam Wallace, motion carried.

- Meeting adjourned at 3:24 pm.