



Healthy Parks Healthy People

2950 PERALTA OAKS COURT • OAKLAND • CALIFORNIA • 94605-0381 • T: 1-888-EBPARKS • F: 510-569-4319 • TRS RELAY: 711 • EBPARKS.ORG

12:30 p.m. Item

TO: Board Operations Committee

FROM: Jeff Manley, Shoreline Unit Manager

DATE: April 18, 2019

SUBJECT: Update: Shoreline Unit Overview and Highlights

Shoreline Unit Manager Jeff Manley will provide an overview and highlights for the Shoreline Unit. This presentation will provide background on the parks and highlight several projects completed by park staff. The Shoreline Unit comprises parks in about 65 miles of shoreline along San Francisco Bay from City of Hayward up to Crockett near the Delta. These parks provide a variety of unique habitats and distinctive recreation opportunities, ranging from boating to wind-surfing, that are not found in other Park District locations. Manley will showcase these opportunities and the successes enjoyed by staff in these parks.

Board of Directors

Ayn Wieskamp
President
Ward 5

Ellen Corbett
Vice-President
Ward 4

Dee Rosario
Treasurer
Ward 2

Colin Coffey
Secretary
Ward 7

Whitney Dotson
Ward 1

Dennis Waespi
Ward 3

Beverly Lane
Ward 6

Robert E. Doyle
General Manager



Healthy Parks Healthy People

2950 PERALTA OAKS COURT • OAKLAND • CALIFORNIA • 94605-0381 • T: 1-888-EBPARKS • F: 510-569-4319 • TRS RELAY: 711 • EBPARKS.ORG

12:50 p.m. Item

TO: Board Operations Committee

FROM: Katy Hornbeck, Acting Business Services Manager

DATE: April 18, 2019

**SUBJECT: Authorization to Amend the Tilden Merry-Go-Round Concession Agreement:
Tilden Regional Park**

Staff is recommending an extension of the current agreement with Sycamore Concessions Corporation (Sycamore), operator of the Tilden Merry-Go-Round, for a term of 18 months in lieu of approving the 5-year extension option in the current agreement. This limited extension will allow staff to work more closely with Sycamore to optimize their compliance with the requirements of the agreement as well as allowing staff more time to complete a Request for Proposal (RFP) process for the Tilden Merry-Go-Round concession operation.

On October 31, 2013, the East Bay Regional Park District issued a Request for Proposals (RFP) seeking an experienced operator to manage the Merry-Go-Round and Food Service Concession for Tilden Regional Park and staff recommended the selection of Sycamore as the new concessionaire. The current agreement includes an initial 5-year term with an option for an additional 5-years by mutual agreement. Sycamore's proposal included a concession fee of 7% of gross sales and 10% to be set aside in a Concession Maintenance Fund (CMF). During their first term Sycamore has addressed many issues that are essential to the effective and safe operation of the Merry-Go-Round facility, with emphasis on routine maintenance, regular State safety inspections, and preservation of the historic structure. However, Sycamore has not fully met the financial requirements of the current agreement and currently has an outstanding balance of \$32,125.19 in fee payments to the Park District including late payment charges. Because of these non-compliance issues staff are recommending against moving forward with the 5-year extension option in the current agreement and instead are recommending an alternate term extension based on the following amendments to the current agreement:

1. The license will be extended starting June 18, 2019 and terminating January 31, 2021. (18 months)
2. The concession fee will remain at 7% of gross sales and the Concession Maintenance Fee will be reduced to 5% of gross sales.
3. In addition to the regular and on-time monthly payments for the concession fee and concession maintenance fund fee, Sycamore shall pay the outstanding balance of \$32,125.19 due to the Park District in twelve (12) monthly payments beginning June 1, 2019.

Board of Directors

Ayn Wieskamp
President
Ward 5

Ellen Corbett
Vice-President
Ward 4

Dee Rosario
Treasurer
Ward 2

Colin Coffey
Secretary
Ward 7

Whitney Dotson
Ward 1

Dennis Waespi
Ward 3

Beverly Lane
Ward 6

Robert E. Doyle
General Manager

4. Beginning June 1, 2019, Sycamore shall track, record, and report on a monthly basis to the Park District all expenses related to the operation, maintenance, and administration of the Merry-Go-Round facility for the full term of this agreement. The intention of this accounting is to determine an accurate fee structure to support the future operation and maintenance of this facility.
5. Before September 30, 2020, Park District staff will complete an RPF process to determine the future operator of the Merry-Go-Round concession.

Staff recommends that the Board Operations Committee approve and recommend to the full Board an amendment to extend the Sycamore concession agreement to operate the Merry-Go-Round facility at Tilden Regional Park from June 18, 2019 to January 31, 2021 and to require a 7% concession fee based on gross revenues and 5% concession maintenance fund fee based on gross revenues.