

TO: James L. App, City Manager
FROM: Barbara Partridge, Director Library and Recreation Services
SUBJECT: Appointment of Council Ad Hoc Committee – BSP Concession Stand Proposal
DATE: November 4, 2003

Needs: For the City Council to appoint an ad hoc committee to review Barney Schwartz Park concession operation proposal.

Facts:

1. At their August 20, 2002 meeting, Council awarded concession operations at Barney Schwartz Park to Brett Butterfield.
2. The City received a letter from Brett Butterfield on August 29, 2003, requesting to be released from his concession contract as provided for in paragraph 13 of the concession agreement.
3. The City released Brett Butterfield from his contract, effective October 30, 2003.
4. Request For Proposals were solicited for concession operations at Barney Schwartz Park. One proposal (NCI Affiliates) was received by the deadline.

**Analysis
and**

Conclusion: Effective October 30, 2003, the City will be without a contract concessionaire for the operation of concession stands at Barney Schwartz Park. Request For Proposals were solicited, with only one response by the deadline. The City can enter into a contract with the proposer, or consider other options.

**Policy
Reference:** None.

**Fiscal
Impact:** None at this time.

Options:

- a. Appoint two members to an ad hoc committee to review proposal or consider other options for concession operations, reporting back to full Council by December 2, 2003.
- b. Amend, modify or reject the foregoing option.

Attachments:

1. none