

City of Vestavia Hills Parks & Recreation
1973 Merryvale Road
Vestavia Hills, AL 35216
205.978.0166

Memorandum

November 10, 2016

TO: Park Board Members

FROM: Jason Burnett
P & R Superintendent

RE: November Board Meeting

Please find the packet for the Park Board Meeting scheduled for Tuesday, November 15, 2016, at 7:00 a.m. at the Vestavia Hills City Hall executive conference room (1032 Montgomery Hwy).

The packet includes the following:

- Minutes from regular meeting on 9/20/2016
- Minutes from work session on 10/18/2016
- Minutes from work session on 11/2/2016
- Agenda for regular meeting on 11/15/2016
- Miscellaneous Reports

Please let BJ know if you won't be in attendance.

CC: Parks and Recreation Staff Members



CITY OF VESTAVIA HILLS
PARKS AND RECREATION DEPARTMENT

ALBERTO "BUTCH"
ZARAGOZA

BRIAN C. DAVIS
DIRECTOR

CHRISTOPHER BRADY
ASSISTANT DIRECTOR

PARKS AND RECREATION BOARD
MINUTES

September 20th, 2016

CALL TO ORDER

On Tuesday, September 20th, President Anne Smyth called the Vestavia Park Board meeting to order at 7:00 a.m.

Park Board Members present were:	Anne Smyth, President David Myers, Vice President Tommy Coggin Tommy Dazzio Earl Lawson
Park Board Members absent were:	None
Mayor Alberto C. Zaragoza	Absent
Mayor Pro Tem Steve Ammons	Present
Parks and Recreation Staff Members:	Brian C. Davis, Director of Public Services Jason Burnett, Parks and Rec Superintendent B.J. Dubose, Business Office Manager Candi Cole, Pool Supervisor
Invocation & Pledge of Allegiance	Tommy Dazzio

APPROVAL OF JULY 19TH REGULAR MEETING MINUTES

David Myers made a motion to approve the July 19th regular minutes. Tommy Dazzio seconded the motion. The vote was unanimous.

APPROVAL OF AUGUST 17TH SPECIAL CALLED MEETING MINUTES

David Myers made a motion to approve the August 17th special called meeting minutes. Tommy Dazzio seconded the motion. The vote was unanimous.

APPROVAL OF AUGUST 24TH WORK SESSION MINUTES

Tommy Dazzio made a motion to approve the August 24th work session minutes. David Myers seconded the motion. The vote was not unanimous. Steve Ammons abstained.

APPROVAL OF SEPTEMBER 9TH EXECUTIVE SESSION MINUTES

David Myers made a motion to approve the September 9th executive session minutes. Tommy Dazzio seconded the motion. The vote was unanimous.

SUPERINTENDENTS REPORT

- Had volunteers paint the Dogwood room last week and looks really good. Anne Boston with Beautification Board paid for the paint supplies. Thanks to Anne Smyth for working on the color.
- New Royal Field and McCallum field banners at SHAC.
- The city's Community Night Out event will be at city hall on Oct 11 from 5:30pm-8:00pm.
- BSL is back in operation of the pool now through Memorial Day.
- In the middle of doing the annual stripping and waxing of VCT flooring throughout the Rec Center.

MAYORS REPORT

From Mayor Pro Tem Steve Ammons

- The budget was approved.
- Meadowlawn Park sewer line approved.
- The council discussed Wald Park.
- They are looking at other funding for the bridge over 31.
- The new council had an organizational meeting last week.
- Community Night Out will be October 11th, from 5:30 to 8:00 p.m. OLLI will be there recruiting seniors.

PUBLIC SERVICES REPORT

From Brian Davis,

- A box is being put in to catch the water drainage at Kelly Field.
- The parks maintenance staff will construct the shade structures at the parks.
- We are still looking at painting estimates.
- Melanie Perry, New Merkel House Director, is working on community outreach opportunities.

OLD BUSINESS

None.

NEW BUSINESS

Concessionaire Recommendation to Council

This item was tabled.

PARK FOUNDATION REPORT

Per Leigh Belcher, SHAC Phase II is moving along. The trail has been cut, stone and stairs are going in. The groundbreaking ceremony will be October 8th. The campaign finishes up by the end of the year.

POOL REPORT

BSL has taken over the pool. Everything is going well.

CONCESSIONS REPORT

Problems with freezers at SHAC.

Per Trent, youth complex freezers were put in by the city a long time ago. The freezer at the adult field went down and was repaired by Jones McCloud. Then the one at Wald Park went down. The city owns the built in

freezers. The ICEE machine is contingent upon using their product. If the equipment belongs to Turner Concessions, Trent handles it.

The month of July they did nothing, \$18,000 in revenue. The bulk of which was from a soccer tournament. He apologized to the board, city and guest for the scheduling oversight that happened last night.

Last night the concessions were not open. Jason said he is committed to rectifying the situation that led to the oversight. The lights have been going off at 9:30 but the game went passed that time. The time for the lights to go off will be extended to 10:10. Jason apologized for any problems they had.

LEAGUE REPORTS

Baseball-
None.

Basketball-
None.

Cheerleading-
None.

Flag Football-
Per Mitch Bevill, they have 323 kids. They have played two Saturdays. The concessions stand was good.

OTM-
Kirk McCulley said all is well. He thanked Jason and Trent for their apologies. They have had a few hiccups on practice availability.

JSYFL-
None.

Lacrosse-
Per Rachel Harwell, they are participating in last their last game the First Friday in November.

Seniors-
In Julie's absence, Anne thanked Anne Boston and the Beautification Board for have the Dogwood Room painted.

Soccer-
Per Rocky Harmon, all is good.

Let's Play Vestavia-
Per Rocky, They are hosting games this weekend. He gave a personal and professional thank you to Steve Ammons for his work and to the board.

Softball-
Lyles Box reported that the fall rec season has been planned. Games start this Sunday. They will be playing with other parks. He thanked the board for the fields. They want to work to prioritize future improvements.

Swimming-
None.

Wrestling-
Tommy Dazzio reported swimming is in their off season and are getting ready for next year.

COMMENTS

None.

ANNOUNCEMENTS

The next regular meeting will be Tuesday, November 15th at 7:00 a.m. in the conference room.

The next work session will be 11:30 a.m., Tuesday, October 18th at the city hall conference room.

ADJOURNMENT

The meeting adjourned at 7:45 a.m.

GUESTS IN ATTENDANCE

Phillip Wood/BSL
Kirk McCulley/VHOTM
Chad Long/Flag Football
Mitch Bevill/Flag Football
Trenton Turner/Concessions
Rachel Harwell/VLO
Lyles Box/Softball

Vestavia Hills Parks and Recreation Board
Work Session
10-18-16, 11:30am, City Hall (1032 Montgomery Hwy)

Attendance: Anne Smyth, David Myers, Jason Burnett, Brian Davis, Steve Ammons, Tommy Dazzio, Earl Lawson, Tommy Coggin, Rocky Harmon, Bob Elliott, Paul Head

- Progress report on FY16 capital improvement package
- Scheduling software
- Master 501c3 Status/Update
- Concessions
- Birmingham Hammers/LPV
- Recreation Facilities Master Plan
- Old Berry

Vestavia Hills Park and Recreation Board
Special Called Meeting, November 2, 2016

Agenda: Discussion of Master 501c3 concept with youth sports board presidents and treasurers.

Park Board Members Present: Anne Smyth, Davis Myers, Earl Lawson, Tommy Coggins, Tommy Dazzio, Steve Ammons

Absent: Mayor Zaragoza

Meeting was called to order by Anne Smyth at 6PM.

Presentation of the 501c3 concept was made by David Myers. Floor was opened to questions and comments at conclusion of presentation. Items discussed included: cost of participation, flat fee vs. per participant fee, alternatives to quick books, exposure to state bid laws and required financial controls.

The Park Board will have additional discussion and vote on this item at the November 15th regular meeting of the Park Board.

Ms. Smyth adjourned the meeting at 6:43 PM.



CITY OF VESTAVIA HILLS
PARKS AND RECREATION BOARD MEETING
November 15, 2016

ASHLEY CURRY
MAYOR

JASON BURNETT
SUPERINTENDENT

1. Call to order
2. Invocation & Pledge of Allegiance
3. Special Recognition of Tommy Dazzio (outgoing board member)
4. Approval of September 20, 2016 minutes.
5. Approval of October 18, 2016 work session minutes.
6. Approval of November 2, 2016 work session minutes.
7. Parks & Recreation Superintendent’s Report – Jason Burnett
8. Mayor’s Report – Ashley Curry
9. Public Services Director’s Report – Brian Davis
10. Old Business – None
11. New Business – Recommendation to Council (Concessionaire)
 - Steve Thackerson
 - McCallum Park Bike Trail
 - 501c3 Status
 - Cahaba Heights parking
12. VHPR Foundation Report – Leigh Belcher
13. Pool Report – Phillip Wood (BSL)
14. Concession Report – Trent Turner
15. League Reports

Baseball – Bill Morrison	Seniors – Julie Harper
Basketball – Jackson Bryant (boys), Patrick Osborne (girls)	Soccer – Rocky Harmon Let’s Play Vestavia – Rocky Harmon
Cheerleading – Mindy Tarrant	Softball – Lyles Box
Football – Mitch Bevill (Flag), Kirk McCulley (OTM), Dan McMurray (JSYFL)	Swimming – Derrell Winter
Lacrosse – Rachel Harwell	Wrestling – Scott Nailen

16. Upcoming meetings –
 - a. Next work session will be on _____ @ 11:30 a.m. at _____.
 - b. Next regular meeting will be Tuesday, January 17, 2017 at 7:00 a.m.



CITY OF VESTAVIA HILLS

C. Upcoming Community Space Town Hall meetings at city hall

11-15-16 @ 6pm

11-22-16 @ 7:30am

12-6-16 @ Noon

17. Adjournment

Executive Summary

RFP Vestavia Hills Concessionaire

Introduction:

For the past three years, Vestavia Hills Parks and Recreation has a contract with Turner Food Systems, LLC (TFS) to provide concession services to all of our athletic facilities for sports programming.

On August 5, 2016, we sent out a Request for Proposal (RFP) to eleven (11) concessionaires (see attachment) for the operation and staffing of the Parks and Recreation Concessions for three years. A sample contract was included for their review. Sealed proposals were to be open at city hall on August 25. Only our current vendor, Turner Food Systems, LLC submitted an RFP. The majority of the eleven companies were not interested and only one said he simply missed the deadline.

An executive summary was provided to the Park Board for their review to be approved at their September 20 meeting. It was decided to table the issue and further discuss the proposal and survey other parties.

The Parks and Recreation Department contacted 17 other municipalities in the metro area (see attachment) to ask who they use for concessions. Seven of them use Turner Food, seven allow the parents to operate concessions, 2 use one of the vendors we asked for an RFP, as well as one more. We also reached out to concessionaires with the Birmingham Barons and the Bruno Event Team, with no leads resulting.

The Park Board held a meeting with all sport boards to gauge interest in each board running the concessions themselves, with no interest on the table from Baseball, Softball, all three Football leagues, Lacrosse, or Soccer.

We met with Turner Food on October 31st to discuss some key items we would like to see moving forward...

- Sports should send schedules to P&R and P&R sends that information to Turner Food Systems (TFS). (There should not be direct instructions from sports to TFS)
- TFS agrees to have concession windows open at least 45 minutes prior to first scheduled event.
- Start the process of obtaining information to place the entire Square system in each location to serve as a point of sale system for inventory purposes as well as process credit card transactions.
- If a sport wants special event items to be sold (food trucks, bake sale, etc.), they should make those requests to Parks and Rec at least 2 weeks prior to the event. Parks and Recreation will get that information to TFS. TFS will coordinate with P&R and sports representatives on these events. No more than two weekends per sport per year.
- \$100 fine imposed to TFS if his staff doesn't show up and \$100 fine to Sports if they schedule games but no one shows up. Weather related cancellations should also be run through Jason Burnett and Jim Treest so there is documentation. If concessions are open and there are no games/events, concession worker is to call the P&R maintenance staff to have them verify there is no activity. The same goes for the concession not being open – sport representative should contact park maintenance to have them verify the concession stand is not open. The park maintenance personnel should take a picture and text Jason Burnett, Jim Treest, and Bobby McDaniel.

The Park Board will discuss this item under new business for their November 15 meeting and will send their recommendation to the city council for their November 28 meeting.

RFP Summary

Turner Food Systems, LLC will provide operations of all concessions in the city of Vestavia Hills Parks and Recreation system. Turner Food Systems, LLC will be responsible for making available for purchase items of food and nonalcoholic beverages to the general public participating in or attending recreational activities. In return for this exclusivity, the selected vendor must provide the City with a revenue stream based on activity levels.

The current RFP submitted by Turner Food Systems, LLC continues the current concession and catering management services for the City of Vestavia Hills Parks and Recreation.

Currently, TFS provides the city 15% of gross receipts of zero to \$250,000, 17% for \$250,001 to \$350,000, 19% for \$350,001 to \$450,000, and 20% for \$450,001 and greater. In 2015, the city's cut was \$32,835, in 2014 it was \$44,880, and in 2013 it was \$45,050

In the RFP, TFS would provide the city 10% of gross receipts of zero to \$350,000, 12% for \$350,001 to \$550,000, and 15% for \$550,001 and greater. If this was applied to the past three years of revenue, in 2015 the city's cut would have been \$21,890, in 2014 it would have been \$26,400, and in 2013 it would have been \$26,500.

Basically TFS is attempting to bring to the attention of the Park Board the fact that their revenue has decreased substantially since the LP tournaments have been removed since we are focusing more on recreation baseball there, but their expenses have remained constant. Expanding baseball to Liberty Park has increased their costs (dual staffing of facilities). However, both parties understand though the commission percentage has decreased, the level of service should be elevated.

As far as enhancements, TFS listed and offered to do such things as market the facilities, sell sponsorship's for the facilities, develop a merchandising plan (it will not interfere with the Soccer business model), start using their portable units daily (ex: placing the fully functional BBQ trailer in a spot which can generate daily revenue pretty much year round), provide ATMs at special events, coordinate special events, place a Mini Melts Ice Cream vending machine in the Civic Center and find ways to develop catering.

TFS also mentioned the need to develop a plan to remodel / build Exchange Field since the Health Department will no longer allow that facility to 'piggy-back' off Wald Park. We are looking at expanding food offerings.

The Park Board reserves the right to reject any and all proposals; to waive minor irregularities in any proposal; to request clarification of information submitted; to request additional information from any proposer; and to make the final decision as to the best proposal.

Recommendation

Considering the concessionaire profession/market is so small in the Birmingham area and TFS has always provided us with a professional service/product, my recommendation is to continue our relationship with TFS LLC and obviously continue to improve our offering to the citizens of Vestavia Hills, AL.

Submitted: Jason Burnett (VHPR Superintendent) 11-8-16

Brian Trammell 965-3052 way too much
2511 Joey Akins Drive
Moody, AL 35004

Darian Howell 281-7950 too late to submit
331 16th Avenue South
Birmingham, AL 35222

Trenton Turner, Jr.
Turner Food Systems, LLC
Post Office Box 660842
Vestavia Hills, AL 35266-0842

Ashley Mac's
3147 Green Valley Road
Cahaba Heights, AL 35243

Iz the Place
3325 Rocky Ridge Plaza, Suite 100
Vestavia Hills, AL 35243

Moe's Southwest Grill
The Vestavia Hills City Center
716 Montgomery Hwy
Vestavia Hills, AL 35216

Moe's Original Barbeque
2520 Rocky Ridge Rd.
Vestavia Hills, AL 35243

Saw's BBQ
1008 Oxmoor Rd
Homewood, AL 35209

MELT
4105 4th Ave S
Birmingham, AL 35222

The Ridge Eat and Drink
3325 Rocky Ridge Rd
Vestavia Hills, AL 35216

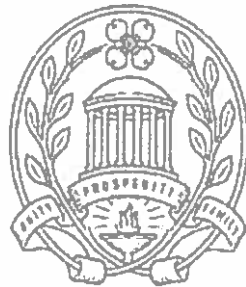
Shindigs Catering
3700 Spring Valley Rd
Birmingham, AL 35223

Park	Concessionaire
Alabaster	Parent run
Calera	Trent Turner
Clay	Trent Turner
Fultondale	Darian Howell
Gardendale	Parent run
Green Springs	Darian Howell
Helena	Parent run
Homewood	Trent Turner
Hoover	Parent run
Montgomery	Trent Turner
Mountain Brook	Brian Trammell
Oxford	Trent Turner
Pelham	Parent run
Pinson	Trent Turner
Tarant	Parent run
Trussville	Parent run
Tuscaloosa	Trent Turner

PROPOSAL

Food Concessions Operation

City of Vestavia Hills Department of Public Services Parks and Recreation



August 25, 2016

**TURNER FOOD SYSTEMS, LLC
225 Oxmoor Circle, Suite 813
Birmingham, Alabama 35209-6640**

INTRODUCTION

Mr. Davis,

Turner Food Systems, directly and through its affiliates, is submitting this proposal to continue concession and catering management services for the City of Vestavia Hills Department of Public Services ("Parks") within the Parks and Recreation facilities.

Should this proposal receive favorable consideration, we are prepared to immediately initiate the steps to negotiate an agreement to continue operations.

Turner Food Systems is an Alabama Limited Liability Company (LLC), whose members are Trenton Turner, Jr., and Donna L. Turner. These two members will have the sole and complete responsibility for managing and oversight of the services as defined in the Request for Proposal (RFP). Trenton Turner, Jr., a member of Turner Food Systems with the title of President/CEO (Member) prepared this submission.

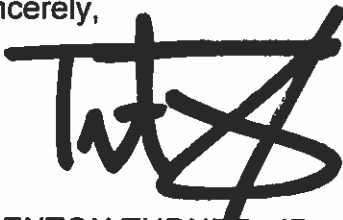
Turner Food Systems is a growing event hospitality company but remains small enough to handle any unique requests of the City of Vestavia Hills. We have the flexibility to meet any specific requirements while maintaining the professional representation normally seen of larger food service corporations.

We will continue to provide quality, brand recognized products at reasonable prices. This will allow participants and guests the opportunity to enjoy high quality food and beverage offerings in the Parks.

This proposal, although lengthy, provides an overview of our entire operation.

Thank you for the opportunity to submit this proposal.

Sincerely,

A handwritten signature in black ink, appearing to be 'Trenton Turner, Jr.', written in a cursive style.

TRENTON TURNER, JR.
President / Chief Executive Officer

Trenton Turner, Jr., the President /Chief Executive Officer of Turner Food Systems, is the author of this response to the Request for Proposal. Trenton Turner, Jr. has the authority to legally bind Turner Food Systems, LLC, an Alabama corporation, into a contract for professional services for Food Concessions Operation as set forth to furnish, manage and operate the food and beverage services at the same at the Parks in Vestavia Hills, Alabama.

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TAB A – Attachment A – Certification of Proposer

TAB B – Authority for Release of Information

TAB C – Revenue (2011 – 2016 YTD) (**Proprietary Information**)

TAB D – Concession / Specialty Menus

TAB E – ServSafe Certification (TURNER, Donna L.)

TAB F – Certificate of Insurance

PROFILE DATA



TURNER FOOD SYSTEMS, LLC

Point of Contact(s)

Trenton Turner, Jr.	Trenton@TurnerFoodSystems.com
Donna L. Turner	Donna@TurnerFoodSystems.com
Stacy Crenshaw	Stacy@TurnerFoodSystems.com
Greg Howton	GHowton@TurnerFoodSystems.com
Angel Mesa	Angel@TurnerFoodSystems.com

Physical Address

225 Oxmoor Circle
Suite 813
Birmingham, AL 35209-6640

Mailing Address

Post Office Box 660842
Vestavia Hills, AL 35266-0842

Communication

205.490.6883 Main Office
205.490.6884 Facsimile

Trenton Turner, Jr., is the primary point of contact for this proposal, personal cell telephone number, 205.515.4828.

Any related contracts with the City of Vestavia Hills will comply with criteria defined in this RFP, and that all material, dates and conditions contained in the Turner Food Systems proposal to this RFP shall remain in effect for at least 30 days.

A handwritten signature in black ink, appearing to be 'Trenton Turner, Jr.', written over a horizontal line.

Trenton Turner, Jr.



MISSION OF OUR ORGANIZATION

A food service and hospitality company, specializing in quality, brand recognizable fun foods, for governmental entities.

CREDENTIALS OF OUR ORGANIZATION

Turner Food Systems, is a limited liability company, established in Jefferson County, Alabama on February 18, 2000, organized under the laws of the State of Alabama and domiciled in Vestavia Hills.

Turner Food Systems is recognized by the Internal Revenue Service as a partnership entity under Federal Taxpayer Identification Number 63-1219089.

Turner Food Systems business credit profile is established under the Dun & Bradstreet Credibility Corp™ (D&B) D-U-N-S® Number 00-491-8673.

Turner Food Systems is extended privileges under the provisions of Title 28, Code of Alabama (1975) by the State of Alabama Alcoholic Beverage Control (ABC) Board under license numbers 010156249 (Ladd-Peebles Stadium), 010581663 (Munny Sokol Park), 010234051 (Montgomery Multiplex) and 010471951 (Cramton Bowl Football Stadium) to retail and serve alcohol, beer and wine.

Turner Food Systems is extended privileges by the State of Louisiana, Department of Revenue, Office of Alcohol and Tobacco Control under permit number C-SA.37.0020003477 to operate as a Stand Alone Caterer. Permit authorizes alcohol, beer and wine service with catering.

Affiliates associated with Turner Food Systems include:

- FAB BBQ, Inc., a franchisee of Golden Rule Bar-B-Q;
- Copeland Restaurant Group, a franchisee of Golden Rule Bar-B-Q;
- Kuloneli Hawaiian Concepts, a franchisee of Maui Wowi Hawaiian Coffees and Smoothies;
- Liberty Park Concessions, an independent affiliate;
- Rocky Ridge Ice Company, an independent affiliate;
- Vision Boardwalk Fries, a franchisee of Boardwalk Fries.

Turner Food Systems distinguishes itself from other similar organizations in that we offer brand recognizable food and beverage options without the reliance on external partners.

Management and Key Personnel

Mr. Trenton Turner, Jr., President / Chief Executive Officer, February 2000 until Present. Trenton has over 29 years of experience in the management of personnel. As a career military officer, Trenton completed numerous courses in financial operations and human resource management. He holds an MBA from the University of Alabama as well as degrees in Public Management and Business Administration.

Mrs. Donna L. Turner, Vice President / Chief Financial Officer, February 2000 until Present. Donna has over 18 years of experience in the management of personnel. As a career military officer, Donna has completed courses in human resource management and received training in related fields. She holds a BS degree from Jacksonville State University and an AS degree from Elizabethtown Community College in Nursing.

Ms. Stacy Crenshaw, Chief Operating Officer, March 2013 until Present. Ms. Crenshaw is employed in a full-time capacity with oversight of our daily operations. Prior to this assignment, Ms. Crenshaw was the General Manager for our Gulf Coast Operations.

Mr. Greg Howton, Chief Financial Officer January 2016 until Present. Mr. Howton is employed in a full-time capacity with responsibilities of accounting and fiscal services management. Mr. Howton retired from the US Army, Finance Corps also holds degrees in Accounting and Finance from the University of Alabama at Birmingham (UAB).

Ms. Angel Mesa, Administrative Officer, June 2013 until Present. Ms. Mesa is employed in a full-time capacity whose responsibilities include all administrative functions and human resource management of our organization.

Mr. Jonathan Dean, General Manager, ULM Operations, July 2013 until Present. Mr. Dean is employed in a full-time capacity with management and operational responsibilities for all our operations with the University of Louisiana at Monroe (ULM).

Mr. Justin House, General Manager, Montgomery Operations, February 2008 until Present. Mr. House is employed in a full-time capacity with management and operational responsibilities for all our venues in the Montgomery area of operations. Prior to this assignment, Mr. House had responsibility for our venues in the Vestavia Hills area of operations; Clay and Calera.

Mr. Tyrone McMillan, General Manager, Tuscaloosa Operations, January 2015 to Present. Mr. McMillan is employed in a full-time capacity for operations in the Tuscaloosa area. Mr. McMillan has an extensive background in food and beverage, concessions and merchandise management, most recently with CenterPlate with the University of Alabama.

Ms. Nicole Byram, Warehouse Manager, February 2015 until Present. Ms. Byram is employed in a full-time capacity with management and oversight of all warehouse and distribution operations.

Ms. Caitlyn Trice, Warehouse Manager, April 2015 until Present. Ms. Trice is employed in a full-time capacity with management and oversight of all warehouse and distribution operations.

EXPERIENCE

Turner Food Systems, directly or through its affiliates, has performed concession and catering services of similar scope, complexity and size with the following entities:

The University of Louisiana at Monroe (ULM), a public university under the University of Louisiana System

Turner Food Systems is the exclusive concession provider for the athletic facilities of ULM. These facilities include Malone Stadium (capacity 30,427), Fant-Ewing Coliseum (capacity 7,000), Warhawk Field (capacity 1,800), ULM Softball Complex (capacity 500), ULM Soccer Complex (capacity 500) and Raymond Heard Tennis Stadium (capacity 515).

In July 2013, Turner Food Systems was awarded this agreement after selection from a Request for Proposal (RFP) process by the University of Louisiana System. In July 2014, ULM extended this agreement until June 30, 2015. In May 2015, the agreement was extended until June 30, 2016. In July 2016, TFS was awarded a new one year agreement after being selected from an RFP process.

Revenue for 2015, including catering, was \$201.0K; in 2014 was \$190.2K; and in 2013 was \$122.9K.

Mr. Kevin VanDerzee, Associate Director of Athletics / Chief Financial Officer, 308 Warhawk Way, Monroe, LA 71209, office 318.342.5380, cell 315.491.7025, email, vanderzee@ulm.edu. July 2013 to present.

City of Mobile, an Alabama city

Turner Food Systems was the food and beverage service provider for the Parks and Recreation Board of the City of Mobile (Ernest F. Ladd Memorial Stadium), a corporation doing business as Ladd-Peebles Stadium.

Ladd-Peebles Stadium is a 40,000 seat facility which serves as the home football facility for three Mobile area high schools, the University of South Alabama football program, the GoDaddy Bowl and the Senior Bowl.

In June 2012, Turner Food Systems was awarded this agreement after selection from a Request for Proposal (RFP) process by the Parks and Recreation Board of the City of Mobile (Ernest F Ladd Memorial Stadium). In January 2014, the Board extended this agreement until February 15, 2016.

Revenue for 2015, including catering, was \$492.0K; in 2014, was \$450.0K; in 2013 was \$371.4K and in 2012 was \$235.9K.

Mr. Joseph W. Mishkin, President, The Mishkin Group, 1621 Virginia Avenue, Mobile, AL 36603, office 251.300.2230, cell 251.751.2055, email, joe@themishkingroup.com. June 2012 to February 2016.

City of Vestavia Hills, an Alabama city

Turner Food Systems is the exclusive food service provider / concessionaire for the City of Vestavia Hills Park and Recreation facilities. These facilities include the Liberty Park Sports Complex, Cahaba Heights Athletic Fields, Sicard Hollow Athletic Complex and Wald Park.

Liberty Park Sports Complex features 4 youth softball fields, 5 adult softball fields, 4 soccer fields, and 1 football field.

Cahaba Heights Athletic Fields has 3 youth baseball fields, and one multipurpose field that can be used for baseball, soccer, flag football, or lacrosse.

Sicard Hollow features 4 synthetic turf fields for use by the Vestavia Hills Soccer Club, the Vestavia Hills Lacrosse Club, the Over-the-Mountain Football Program and the Jefferson Shelby Youth Football Association.

Wald Park features 5 baseball fields, a walking track, the Vestavia Hills Swimming Pool, picnic areas, the Civic Center, the Senior's Lodge, and the Community Playground.

Revenue for 2015, including catering, was \$218.9K; in 2014 was \$264.0K; for 2013, was \$265.0; in 2012 was \$251.7K; in 2011 was \$261.9K; in 2010 was \$218.2K; in 2009 was \$223.6K; in 2008 was \$228.6K; in 2007 was \$177.6K; and in 2006 was \$189.0K.

Mr. Brian Davis, Director, Director, Public Services Department, City of Vestavia Hills, 513 Montgomery Highway, Vestavia Hills, AL 35216, office 205.978.0150, cell 205 999.8239, email, bdavis@vhal.org. September 2005 to present.

City of Montgomery, an Alabama city

Turner Food Systems provides operations of all food and beverage services for the City of Montgomery Cramton Bowl Football Stadium and the Multiplex. This includes exclusive vendor rights for all alcoholic beverages.

In June 2013, Turner Food Systems was awarded this agreement after selection from a Request for Proposal (RFP) process by the Parks and Recreation Board of the City of Montgomery. In January 2014, the agreement was expanded to include food service support to Patterson Field, Lagoon Park and Fain Park. In August 2015, the agreement was expanded to include the Multiplex.

Revenue for 2015, including catering, was \$292.7K; in 2014 was \$174.0K; and in 2013 was \$84.6K

Mr. Robert Hollingshead, Superintendent, Parks and Recreation Department, City of Montgomery, 1010 Forest Avenue, Montgomery, AL 36106, office 334.625.2301, cell 334.354.6012, email, rhollingshead@montgomeryal.gov. July 2013 to present.

City of Homewood, an Alabama city

Turner Food Systems is the food service provider / concessionaire for the City of Homewood Park and Recreation facilities. These facilities include West Homewood Park (Upper and Lower), and the Homewood Community Center.

West Homewood Park is the largest multi-use facility within the Homewood Parks and Recreation system. Primary use of the facilities is youth baseball, youth softball, adult softball, tennis and other sports activities. The facility has 9 fields used for baseball and softball and one large multi-purpose field used primarily for soccer and lacrosse, two picnic pavilions, playground, eight tennis courts and a public swimming pool for summer use.

The Homewood Community Center includes the Central Pool. This is a daily operation from Memorial Day until Labor Day.

Revenue for 2015, including catering, was \$111.4K; in 2014 was \$103.0K; in 2013 was \$67.3K; in 2012 was \$62.1K; in 2011 was \$47.1K; in 2010 was \$37.9K; and in 2008 was \$32.3K.

Mr. Berkley Squires, Superintendent, Parks and Recreation Department, City of Homewood, 1632 Oxmoor Road, Homewood, AL 35209, office 205.332.6704, cell 205.229.7318, email, berkley.squires@homewoodal.org. March 2008 to present.

City of Clay, an Alabama city

Turner Food Systems is the exclusive food and beverage service provider for the City of Clay Park and Recreation facilities. This includes the Clay Football and Soccer Complex, Clay Park and Cosby Lake Park.

Revenue for 2015, including catering, was \$36.5K; in 2014 was \$48.4K; in 2013 was \$53.5K.

Mr. Ronnie Dixon, City Manager, City of Clay, 6757 Old Springville Road, Post Office Box 345, Clay, AL 35048, office 205.680.1223, cell 205.229.2153, email, rdixon@clayalabama.org. December 2012 to present

Tuscaloosa County, an Alabama County

Turner Food Systems is the food and beverage service provider for the Tuscaloosa County Park and Recreation Authority (PARA) facilities. This includes the Ray Jenkins Multipurpose Arena, Munny Sokol Park, the McDonald Hughes Recreational Facility, Bowers Pool and Palmore Splash Pad.

Revenue in 2015, including catering, was \$90.3K.

Ms. Erin Fernandez Wiggins, Director of Community Development, Tuscaloosa County Park and Recreation Authority, 614 Greensboro Road, Post Office Box 2496, Tuscaloosa, AL 35401, office 205.562.3220 x32, email, ewiggins@tcpara.org, February 2015 to present

Turner Food Systems, directly and through its affiliates, also has primary food and beverage agreements with the Alabama cities of Calera, Oxford and Pinson and Shelby County, Alabama. Our organization has third-party agreements with the Birmingham Jefferson Convention Complex (BJCC); Bancorp South Arena in Tupelo, MS; the Mobile Civic Center and the Arthur R. Outlaw Convention Center in Mobile, AL; the Chattanooga (TN) Convention Center; the Emerald Coast Convention Center in Destin, FL; the Music City Center in Nashville, TN; the Von Braun Center in Huntsville, AL and the Wharf Amphitheater in Orange Beach, AL.

ORGANIZATION QUALIFICATIONS / EXPERIENCE

Background of Ability and Experience

Turner Food Systems was awarded the concession agreement for the Liberty Park Sports Complex in February 2006. Turner Food Systems had been under contract with the City of Vestavia Hills as a third-party vendor for specific menu items on a verbal agreement since August 2005 until the award of the full concession agreement in February 2006.

Turner Food Systems, through its affiliate Alabaster Concessions, was awarded the concession agreement for the City of Alabaster in December 2006, with the agreement effective February 2007. The agreement expired in January 2010 with operations being transferred to the Alabaster Sports and Entertainment Foundation (ASEF), a non-profit organization, whose mission is to facilitate the planning, execution and maintenance of Sports and Entertainment facilities and improvements serving Thompson High School, the community of Alabaster and Shelby County, Alabama.

In January 2007, Turner Food Systems was awarded the concession rights for the Cahaba Heights and Wald Park facilities through an agreement with the Vestavia Hills Youth Baseball (VHYB) Association.

Turner Food Systems, through its affiliate Center Point Concessions (which has since consolidated into Turner Food Systems), was awarded the concession agreement for the City of Center Point in February 2007. In February 2009, through a RFP, the City of Center Point chose to make a change and awarded a three-year concession agreement to a different vendor. In July 2010, the selected vendor, with no advance warning or notification, discontinued its concession operations with the City. The City of Center Point contacted the Turner Food Systems with an emergency request to resume concession operations. Turner Food Systems closed out the calendar year and recommended the City of Center Point resume operations of its facilities with volunteers. The City of Center Point agreed and volunteers began operation of those facilities.

In March 2008, the City of Homewood contacted Turner Food Systems to assume concession responsibilities for their youth baseball and football programs. Turner Food Systems entered into an open-end agreement with the City of Homewood Parks and Recreation Department.

In September 2010, the City of Vestavia Hills consolidated all concession agreements for Park and Recreation facilities. The City of Vestavia Hills awarded Turner Food Systems a 3-year agreement commencing on October 1, 2010 to be the exclusive food service vendor for all park and recreational facilities and the "I Love America" series co-sponsored by the Vestavia Hills Chamber of Commerce. This agreement is in effect at this time.

In June 2012, Turner Food Systems entered into an agreement with the City of Mobile to furnish food and beverages, manage and operate food and beverage services, including suite and hospitality tent catering at Ladd-Peebles Stadium. In January 2014, this agreement was extended until February 2016.

In January 2013, Turner Food Systems entered into an agreement with the City of Clay as the exclusive food service vendor for all park and recreation facilities.

In March 2013, the management of the Saenger Theatre was transferred back to the City of Mobile. At the request of the Office of the Mayor, Turner Food Systems became the official food and beverage provider for this 1,921 seat facility. The Saenger Theatre serves as a performing arts theatre and is the home of the Mobile Symphony Orchestra. Upon award of a management agreement to SMG, the food and beverage operation was transferred to SAVOR...Mobile, a division of SMG. Turner Food Systems serves as a third-party vendor under SMG for their managed facilities in Mobile to include the Saenger Theatre.

In July 2013, Turner Food Systems was awarded the concession agreement for all athletic facilities for the University of Louisiana at Monroe (ULM).

In July 2013, Turner Food Systems was awarded the Food and Beverage Concessions Operation Service of the Cramton Bowl Football Stadium in Montgomery, Alabama.

In May 2014, the City of Homewood amended the agreement with Turner Food Systems to include all Park and Recreation facilities including the Homewood Community Center.

In September 2014, Turner Food Systems entered into a three-year agreement with Shelby County, Alabama as the exclusive food service vendor for the Heardmont Sports Park.

In February 2015, Turner Food Systems entered into two-year agreement with the City of Calera as their food service vendor for their Park and Recreation facilities.

In February 2015, Turner Food Systems entered into a two-year agreement with Tuscaloosa County, as the food service vendor for the Tuscaloosa County Park and Recreation Authority (PARA) facilities. In association with the City of Tuscaloosa, this agreement includes the "Celebration on the River" held annually on the 4th of July.

In August 2015, Turner Food Systems was awarded the Food and Beverage Concessions Operation Service Agreement for the Cramton Bowl Multi-Purpose Facility in Montgomery, Alabama.

In July 2016, Turner Food Systems was awarded the concession agreement for all athletic facilities for the University of Louisiana at Monroe (ULM). Louisiana law requires a bid on all state agreements every three years.

Turner Food Systems, directly or through its affiliates, has the resources to provide quality, dependable food and beverage services, featuring brand recognizable products, to the patrons and guests of any facility or sporting event location.

MANAGEMENT CAPABILITY

Project Approach

Turner Food Systems designates all Vestavia Hills recreational facilities as a separate entity in our organization. Internal controls are established to ensure our standard operating procedures are adhered.

Due to our numerous agreements, resulting in a year-round schedule, our organization has an advantage in we order product in abundance to safeguard no shortage during events. Should there be a lull in activities at any of our locations, our logistics capabilities allow us to transfer excess product to other locations.

Additional Personnel

Turner Food Systems utilizes hourly food service professionals, under the supervision of our full-time staff, to operate most of its current facilities. This practice will continue with the award of the Parks food concessions service.

We also supplement our workforce with Non-Profit Organizations (NPO). This ensures sufficient staffing and maintains professional standards while providing local NPO groups the opportunity to raise funds for their specific civic organization. Depending on the size of an event, it may be practical to allow NPO groups the opportunity to provide services during events in the Parks.

With our agreements throughout Central Alabama, we have developed a database of food service professionals. With these personnel, referrals and the ability to contract with the primary food service provider in facilities in which we serve as a third-party vendor, Turner Food Systems has the resources for obtaining additional personnel for special functions.

Additional Offerings

Our plan is the concession stands to remain generic, offering familiar concession type items, i.e., the Nathans Famous Hot Dog, corn dogs, popcorn, nachos with cheese, etc. With our Branded Program, we will continue to emphasize the Nathans Famous Hot Dog as the centerpiece menu item.

For special or specific sporting events or any other scheduled events, we can utilize our specific franchises – such as Golden Rule BBQ – as the unique offering.

Our Maui Wowi Hawaiian Coffee and Smoothie franchise is under the franchisor management of Kahala Brands. This affords Turner Food Systems the opportunity to develop licensing agreements for the other Kahala Brands offerings. Those offerings include such brand recognizable brands such as Blimpie, Cold Stone Creamery, Pinkberry and TacoTime.

Buffalo Rock has granted Turner Food Systems authorization to utilize ICEE and Red Diamond Coffee and Tea in our Pepsi contract venues.

Our model is developed to provide patrons and guests with brand recognizable and specialty menu offerings.

Specialty Menu and Products

Turner Food Systems has incorporated products from its affiliates into other venues, and will continue to do so in the Parks. These specialty menu items for the catering, concession and food service operations, and special events we have available are as follows:



BBQ Pork
BBQ Chicken
Ribs
Potato Salad
Baked Beans
Corn on the Cob
Cole Slaw
Banana Pudding
Homemade Pies



FRESH FRUIT SMOOTHIES



Strawberry Banana
Mango Orange
Pina Colada
Black Raspberry

HAWAIIAN COFFEES & KONA ESPRESSO



Coda Coffee
Blended Kona Coffee



Candy
Coffee Sauces
Hot Chocolate



Glazed Almonds
Glazed Pecans
Glazed Cashews
Glazed Peanuts



Cheese Pizza
Pepperoni Pizza



ICEE®



Dippin' Dots
Mini Melts

Management

Turner Food Systems will designate a Facility Manager for the Parks. The Facility Manager will ensure sufficient staffing, both full and part time personnel, to operate the Parks. The Facility Manager will ensure on-site management for all events.

Administrative functions, as with our other entities, will be consolidated at the Turner Food Systems level.

Permits / Licenses

Turner Food Systems has the appropriate and required licenses to perform business in the City of Vestavia Hills. This includes an active and current business licenses with the City of Vestavia Hills, Jefferson County and the State of Alabama.

Fiscal Services

Turner Food Systems has established and maintained an accounting system for its operations in accordance with Generally Accepted Accounting Practices (GAAP) consistently applied. Turner Food Systems will provide a monthly report outlining the gross receipts, the appropriate financial considerations, sales taxes paid and other information pertinent to the agreement and/or food concession operations. This report, including negative (null) reporting will be submitted by the 20th day of each month to coincide with sales tax reporting deadlines.

Turner Food Systems will continue to collect and remit to the appropriate governmental agencies the appropriate sales tax on all sales of product sold in the Parks. The collected sales tax is considered completely and separately apart from the exclusive rights fee.

Insurance

Due to the unique and expansive offerings of products through different points of sale (POS), Turner Food Systems, directly and through its affiliates, maintains several comprehensive policies of liability insurance.

For General Liability of our stadium, brick and mortar facilities, our policies are bound by the Boardwalk Insurance Group, through the agency of Kenneth Jeanes, 10849 Kinghurst Street, Suite 135, Houston, Texas 77099, telephone 713.987.3480, and facsimile 888.880.6393.

For Workers Compensation, our policies are bound by AmTrust North America, 800 Superior Avenue East, 21st Floor, Cleveland, OH 44114, telephone 216.328.6100, through the Boardwalk Insurance Group, through the agency of Kenneth Jeanes, 10849 Kinghurst Street, Suite 135, Houston, Texas 77099, telephone 713.987.3480, and facsimile 888.880.6393.

For the fleet vehicles necessary to deliver goods and products to the different park facilities and the point of sale concession trailers, the policy is bound by Progressive Specialty Insurance Company, Post Office Box 94739, Cleveland, Ohio 44101, telephone 800.444.4487 through the Boardwalk Insurance Group, through the agency of Kenneth Jeanes, 10849 Kinghurst Street, Suite 135, Houston, Texas 77099, telephone 713.987.3480, and facsimile 888.880.6393.

For the POS portables, carts, kiosks and fixtures, the policy is bound by The Travelers through the agency BBVA Compass Insurance Agency, Post Office Box 1467, Englewood, Colorado 80150, telephone 888.661.3938, and facsimile 877.552.6091.

These policies are established in accordance with industry standards at the time of this proposal. Should the City of Vestavia Hills deem these coverage amounts insufficient, Turner Food Systems will increase the insurance coverage to meet the required thresholds.

OPERATIONAL SERVICES

Turner Food Systems has the ability to generate additional revenue in the Parks. These additional revenue generators include:

Catering

Our organization has the resources to perform on-site catering in the Parks or other City of Vestavia Hills facilities. Our model is also designed for mobility. For special events or catering, patrons and guests can chose from the concession menu or for specific themed events, the full menu of Golden Rule BBQ, Boardwalk Fries, the Rocky Ridge Ice Company and Maui Wowi Hawaiian Coffees and Smoothies.

Automated Teller Machines (ATM) / Credit Cards

In our current facilities, Turner Food Systems offers guests and patrons the opportunity to make payment of their purchases with credit and debit cards. Guests and patrons making payment with credit cards seem to increase their overall ticket purchases. Turner Food Systems does not place a surcharge on the guests and patrons for such transactions.

Turner Food Systems offers ATM services to guests and patrons for designated events in other locations. Unless there is an agreement in place to prevent such, Turner Food Systems has the ability to provide these ATM machines for special events in the Parks.

Merchandising

Turner Food Systems has the ability to provide merchandise service management normally associated with entertainment venue operations. These services are primarily merchandise sales of event related material and novelties. This service includes coordinating all count in and out of merchandise with event promoters and tours or their designee, sellers, settlement and collections of appropriate fees.

Turner Food Systems has the ability to operate displays, sales counters and portable merchandise carts and/or temporary points of sale (on larger events) to offer approved merchandise on events that occur at the Parks to offer approved merchandise.

Marketing

Turner Food Systems will develop an aggressive marketing and promotion of the Parks in a manner that will maximize the use of the facilities (upon approval by the appropriate authority), area hotels and destinations. Food and beverage service is an integral part of the management and marketing of the Parks.

Operational Services

Turner Food Systems will develop operational services to include event coordination, production, staffing and servicing, facility operation, maintenance, security and parking services.

Should Turner Food Systems be afforded the opportunity to continue to provide food concessions in the Parks, our organization will take immediate steps to initiate operational services.

EQUIPMENT

Turner Food Systems utilizes additional points of sale to increase revenue. These points of sale include, but are not limited to, shaved ice carts and trailers, fresh squeezed lemonade carts, Minute Maid frozen lemonade carts, SuperPretzel carts, Funnel Cake Factory carts, Maui Wowi Hawaiian Smoothie carts, Oreo Churro carts, Dippin Dots and/or Mini Melts carts.

Turner Food Systems, with partners such as ICEE, J&J Snack Foods, Dippin Dots and Mini Melts, will continue to incorporate their unique offerings into the Parks. These offerings require specialized equipment, provided by the partner based on product and supply purchases.

Turner Food Systems has unique equipment, such as a shaved ice point of sale known as Polar Pete, to provide our specialty items for smaller or catered events and Mini Melts Ice Cream Vending Machine. With the permission of the City of Vestavia Hills, we can position a Mini Melts Ice Cream Vending Machine in the lobby of the Vestavia Hills Civic Center. This will allow the specialty ice cream at all events. For larger events, we will incorporate the additional points of sale.

Through our affiliates, Turner Food Systems has full-service mobile food units (MFU) which can be incorporated into a regular schedule. Placing these MFUs in the Parks during non-event periods will provide an additional source of revenue to the City of Vestavia Hills.

With the decision of the Jefferson County Health Department to designate Exchange Field as a separate entity from Wald Park (thus requiring a remodel of the facility), Turner Food Systems intends on developing and implementing a plan to transform the location into a full-service concession stand.

FINANCIAL PROPOSAL

Estimate of Income and Expenses

The estimate of income and expenses for the first year is subjective due to the changes of the business model for the Parks. Special events, such as tournaments, generate more revenue in a condensed period of time with than recreational activities. For the condensed period of time, expenses, such as staffing, can be managed more efficiently. For recreational activities, these same expenses become fixed thus reducing bottom line revenue.

In 2011, Turner Food Systems generated \$261,878.48 in revenue in the Parks. In 2015, this revenue decreased to \$218,901.47. This represents a decrease in revenue of \$42,977.01 (16.41%).

For January – July 2015, revenue was \$159,999.84. For this same period in 2016, the revenue was \$112,823.30, resulting in a decrease in revenue of \$47,176.54 (29.49%).

For January – July 2014, revenue was \$164,371.34. In comparison to this same period in 2016, this represents a decrease of revenue of \$51,548.04 (31.36%).

For January – July 2013, revenue was \$175,620.82. In comparison to this same period in 2016, this represents a decrease of revenue of \$62,797.52 (35.76%).

During this period, our expenses have remained constant.

This decrease in revenue is attributed to the loss of the travel baseball and softball tournaments at Liberty Park. In addition, with the expansion of the Vestavia Hills Youth Baseball to the Liberty Park Adult Complex, while our revenue has remained constant at the Parks, our expenses have increased due to the necessity for staffing the additional location.

Our partners, such as ICEE, require minimum purchases of products and supplies to substantiate their investment of equipment in the Parks. We must generate additional streams of income to return or increase revenue numbers to previous historical positions.

Concession Commission

Turner Food Systems is willing to provide the following percentage based guaranteed cash support (cumulative):

<u>Sales Category</u>	<u>Adjusted Gross Revenue</u>	<u>Percentage Commission</u>
Concessions	Zero to \$350,000	10%
	\$350,001 to \$550,000	12%
	\$550,001 and Greater	15%

Subcontractors Zero and Greater 50%

Our standard subcontractor percentage is 30% therefore the City of Vestavia Hills portion of the standard commission rate will be 15% (50% of the 30% rate).

Operational Services Commission

<u>Sales Category</u>	<u>Adjusted Gross Revenue</u>	<u>Percentage Commission</u>
Catering	Zero and Greater	10%
Merchandise	Zero to \$100,000	10%
	\$100,001 and Greater	12%
ATMs	Zero and Greater (50% of the ATM surcharge)	50%
Marketing	Zero and Greater	30%
Operational Services	Zero and Greater	30%

SUMMARY

Our organization has the qualifications, experience and professional knowledge to provide quality products in food and beverage services on a regular basis to participants, spectators and guests during events at the Parks.

As a partner with the City of Vestavia Hills, our priority will be to ensure a quality product at a reasonable price in which all interested parties may benefit. A 'win-win' situation. It is our sincere goal to ensure the City of Vestavia Hills, through its food and beverage offerings at the Parks, is reflected in a positive manner.

While past performance is no guarantee of future results, our track record has been positive in increasing revenue on a consistent basis. With the change of the business model in the Parks, we too understand we must adapt to those changes. As we listed in this proposal, to increase revenue through operational services. Our intent is to increase top-line revenue while maintaining food quality in a positive customer-service oriented environment.

Award of the agreement for food concession operation will ensure continuity in the Parks.

If there is anything in this proposal which requires clarification or additional negotiation, all we request is the opportunity to do so. It is our desire and intent to develop a long-term relationship with our clients. If there is any item not addressed in this proposal, we respectfully request the authority correct the deficiency. If this proposal fails to meet your standards, please allow us the opportunity to negotiate those points to standard.

With our experience with the Parks, we hope to continue our relationship with the City of Vestavia Hills.

CONCLUSION

Mr. Davis,

We are extremely excited for the opportunity to present this proposal. If awarded the agreement to continue to furnish, manage and operate the food and beverage concessions operation services for the Parks, I give you my personal assurance of a professional operation.

With our affiliate divisions, Turner Food Systems can offer an expanded menu, with traditional third-party options, normally available at larger sports facilities and venues. With all of these options 'in-house', this should increase overall revenues therefore providing a larger commission to the City of Vestavia Hills.

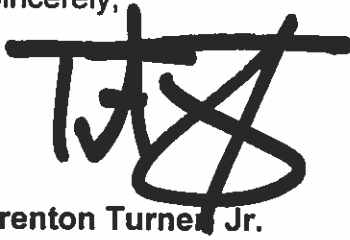
We are an equal opportunity employer offering a drug-free workplace for our employees, guests and patrons.

Turner Food Systems is a Service-Disabled Veteran Owned Business.

If this proposal omits any information necessary to make a positive decision concerning the agreement, please allow us the opportunity to submit such information. Although our proposal is based on the available information, our organization is receptive to negotiations or adjustments to said proposal.

We look forward continuing a long-term relationship with the City of Vestavia Hills.

Sincerely,

A handwritten signature in black ink, appearing to read 'TJ Turner', with a large, stylized flourish at the end.

Trenton Turner, Jr.

President / Chief Executive Officer

Turner Food Systems, LLC

Post Office Box 660842

Vestavia Hills, AL 35266-0842

205.428.8700 - office

205.515.4828 – personal cell telephone

TurnerTJr@aol.com – personal electronic mail address

Trenton@TurnerFoodSystems.com – business electronic mail address

**ATTACHMENT A
CERTIFICATION OF PROPOSER**

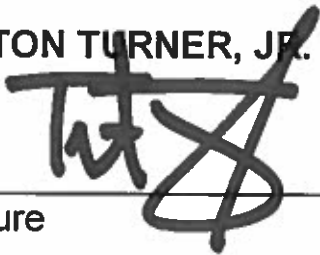
PROPOSAL SUBMITTED BY:

Company Name: Turner Food Systems, LLC
Contact Person: Trenton Turner, Jr.
Address: 225 Oxmoor Circle, Suite 813
Birmingham, AL 35209-6640
Mailing Address: Post Office Box 660842
(if different) Vestavia Hills, AL 35266-0842
Telephone Number: 205.490.6883 – office
205.490.6884 – facsimile

I certify that I am affiliated with the above noted company or individual and authorized to enter into a contract for concession rights and services for the City of Vestavia Hills as set forth in the Request for Proposal and the attached submission in response to such request. I further certify that the proposer will be able to comply with the insurance provision of the City, and that the proposer will obtain all necessary licenses and permits for the operation of the proposed concession as required by the State of Alabama, Jefferson County, the City of Vestavia Hills or any other lawful authority.

TRENTON TURNER, JR.

Signature



Date



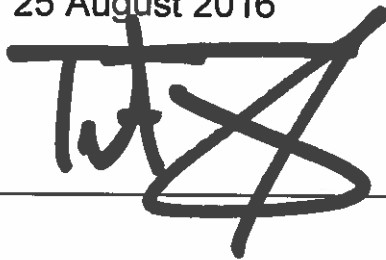
City of Vestavia Hills

AUTHORITY FOR RELEASE OF INFORMATION

I, Trenton Turner, Jr., authorize any law enforcement agency and/or Intelius (for nationwide/country employment background verification) to release any information relating to my criminal history record, arrest and conviction information. I release any individual for all liability for damages that may result on account of compliance with this authorization. This release is binding for one year.

PLEASE COMPLETE ALL SECTIONS

Date: 25 August 2016



Signature

Full Name: Trenton Orland Turner, Jr.
Previous Names: NA
Current Address: 1725 Crosswood Lane
City, State, ZIP: Vestavia Hills, AL 35216-3185
Telephone Number: 205.515.4828
Date of Birth: 22 March 1962
Social Security Number: 420-98-5698

Other Addresses within the last two (2) years

Previous Address: NA
City, State, ZIP: NA

Liberty Park Concessions, LLC

Cumulative

**Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
Sales Tax / Rebate**

Cumulative 2016	RECEIPTS					TOTAL	REBATE	
	Revenue	City of Vestavia Hills	Jefferson County	State of Alabama			VHPRD	
January	\$ 1,793.34	\$ 53.80	\$ 35.87	\$ 71.74	\$ 1,954.75	\$	269.00	
February	\$ 5,930.29	\$ 177.91	\$ 118.61	\$ 237.19	\$ 6,464.00	\$	889.54	
March	\$ 24,993.57	\$ 749.84	\$ 499.82	\$ 999.77	\$ 27,243.00	\$	3,749.04	
April	\$ 33,579.08	\$ 1,007.33	\$ 671.66	\$ 1,343.18	\$ 36,601.25	\$	5,036.86	
May	\$ 29,259.42	\$ 877.76	\$ 585.17	\$ 1,170.40	\$ 31,892.75	\$	4,388.91	
June	\$ 17,267.60	\$ 518.03	\$ 345.40	\$ 690.72	\$ 18,821.75	\$	2,590.14	
July	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-	
August	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-	
September	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-	
October	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-	
November	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-	
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-	
TOTALS	\$ 112,823.30	\$ 3,384.67	\$ 2,256.53	\$ 4,513.00	\$ 122,977.50	\$	16,923.50	

Liberty Park Concessions, LLC

Cumulative

Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama

Sales Tax / Rebate

Cumulative 2015	RECEIPTS				TOTAL	REBATE VHPRD
	Revenue	City of Vestavia Hills	Jefferson County	State of Alabama		
January	\$ 2,196.31	\$ 65.91	\$ 43.92	\$ 87.86	\$ 2,394.00	\$ 329.45
February	\$ 6,759.84	\$ 202.81	\$ 135.21	\$ 270.39	\$ 7,368.25	\$ 1,013.98
March	\$ 26,230.73	\$ 786.91	\$ 524.62	\$ 1,047.44	\$ 28,589.70	\$ 3,934.61
April	\$ 49,614.23	\$ 1,488.40	\$ 992.35	\$ 1,984.52	\$ 54,079.50	\$ 7,442.13
May	\$ 42,833.62	\$ 1,284.67	\$ 856.51	\$ 1,712.96	\$ 46,687.76	\$ 6,425.04
June	\$ 31,781.86	\$ 953.48	\$ 635.62	\$ 1,271.29	\$ 34,642.25	\$ 4,767.28
July	\$ 583.25	\$ 17.50	\$ 11.67	\$ 23.33	\$ 635.75	\$ 87.49
August	\$ 9,312.84	\$ 279.38	\$ 186.26	\$ 372.52	\$ 10,151.00	\$ 1,396.93
September	\$ 17,639.27	\$ 529.21	\$ 352.83	\$ 705.59	\$ 19,226.90	\$ 2,645.89
October	\$ 19,863.02	\$ 595.92	\$ 397.26	\$ 762.08	\$ 21,618.28	\$ 2,979.45
November	\$ 12,086.50	\$ 362.59	\$ 241.72	\$ 481.44	\$ 13,172.25	\$ 1,812.98
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 218,901.47	\$ 6,566.78	\$ 4,377.97	\$ 8,719.42	\$ 238,565.64	\$ 32,835.22

Liberty Park Concessions, LLC
Cumulative

Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
Sales Tax / Rebate

Cumulative 2014	RECEIPTS				TOTAL	REBATE Parks and Recreation
	Sales	City of Vestavia Hills	Jefferson County	State of Alabama		
January	\$ 1,376.84	\$ 41.30	\$ 27.54	\$ 55.07	\$ 1,500.75	\$ 206.53
February	\$ 15,569.23	\$ 467.09	\$ 311.39	\$ 622.78	\$ 16,970.49	\$ 2,335.38
March	\$ 31,427.65	\$ 942.82	\$ 641.66	\$ 1,257.12	\$ 34,269.25	\$ 4,714.15
April	\$ 40,916.85	\$ 1,227.51	\$ 824.88	\$ 1,636.71	\$ 44,605.95	\$ 6,137.53
May	\$ 41,399.37	\$ 1,241.99	\$ 834.72	\$ 1,655.92	\$ 45,132.00	\$ 6,209.91
June	\$ 30,423.14	\$ 912.66	\$ 643.27	\$ 1,216.93	\$ 33,196.00	\$ 4,563.47
July	\$ 3,258.26	\$ 97.75	\$ 65.16	\$ 130.33	\$ 3,551.50	\$ 488.74
August	\$ 18,300.59	\$ 549.03	\$ 310.34	\$ 732.04	\$ 19,892.00	\$ 2,745.09
September	\$ 35,673.17	\$ 1,070.02	\$ 713.40	\$ 1,424.66	\$ 38,881.25	\$ 5,350.98
October	\$ 31,430.99	\$ 965.10	\$ 643.39	\$ 1,257.27	\$ 34,296.75	\$ 4,714.65
November	\$ 13,909.85	\$ 417.30	\$ 278.18	\$ 556.42	\$ 15,161.75	\$ 2,086.48
December	\$ 350.45	\$ 10.52	\$ 7.01	\$ 14.02	\$ 382.00	\$ 52.57
TOTALS	\$ 264,036.39	\$ 7,943.09	\$ 5,300.94	\$ 10,559.27	\$ 287,839.69	\$ 39,605.46

Liberty Park Concessions, LLC

Cumulative

Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama

Sales Tax / Rebate

Cumulative 2013	RECEIPTS					TOTAL	REBATE Parks and Recreation
	Sales	City of Vestavia Hills	Jefferson County	State of Alabama			
January	\$ 1,187.38	\$ 35.62	\$ 23.75	\$ 47.50	\$	\$ 1,294.25	\$ 178.11
February	\$ 7,870.17	\$ 236.11	\$ 157.41	\$ 314.81	\$	\$ 8,578.50	\$ 1,180.53
March	\$ 35,541.82	\$ 1,065.98	\$ 710.71	\$ 1,421.24	\$	\$ 38,739.75	\$ 5,331.27
April	\$ 51,800.78	\$ 1,553.28	\$ 1,035.65	\$ 2,071.05	\$	\$ 56,460.76	\$ 7,770.12
May	\$ 25,447.97	\$ 763.43	\$ 508.99	\$ 1,017.91	\$	\$ 27,738.30	\$ 3,817.20
June	\$ 46,789.93	\$ 1,403.82	\$ 935.80	\$ 1,871.64	\$	\$ 51,001.19	\$ 7,018.49
July	\$ 6,982.77	\$ 209.49	\$ 139.67	\$ 279.31	\$	\$ 7,611.24	\$ 1,047.42
August	\$ 15,415.79	\$ 462.48	\$ 308.35	\$ 616.63	\$	\$ 16,803.25	\$ 2,312.37
September	\$ 22,305.03	\$ 669.15	\$ 446.13	\$ 892.19	\$	\$ 24,312.50	\$ 3,345.75
October	\$ 30,779.80	\$ 913.39	\$ 615.66	\$ 1,231.15	\$	\$ 33,540.00	\$ 4,616.97
November	\$ 20,866.24	\$ 625.99	\$ 417.36	\$ 834.66	\$	\$ 22,744.25	\$ 3,129.94
December	\$ -	\$ -	\$ -	\$ -	\$	\$ -	\$ -
TOTALS	\$ 264,987.68	\$ 7,938.74	\$ 5,299.48	\$ 10,598.09	\$	\$ 288,823.99	\$ 39,748.15

Liberty Park Concessions, LLC

Cumulative

Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama

Sales Tax / Rebate

Cumulative 2012	RECEIPTS				TOTAL	REBATE Parks and Recreation
	Sales	City of Vestavia Hills	Jefferson County	State of Alabama		
January	\$ 175.46	\$ 5.26	\$ 3.51	\$ 7.02	\$ 191.25	\$ 26.32
February	\$ 1,904.37	\$ 57.12	\$ 38.09	\$ 76.17	\$ 2,075.75	\$ 285.66
March	\$ 27,288.96	\$ 818.67	\$ 545.77	\$ 1,091.50	\$ 29,744.90	\$ 4,093.34
April	\$ 45,458.52	\$ 1,363.20	\$ 911.09	\$ 1,815.34	\$ 49,548.15	\$ 6,818.78
May	\$ 61,344.57	\$ 1,840.33	\$ 1,227.00	\$ 2,453.75	\$ 66,865.65	\$ 9,201.69
June	\$ 39,613.46	\$ 1,179.74	\$ 786.54	\$ 1,573.01	\$ 43,152.75	\$ 5,942.02
July	\$ 3,891.28	\$ 116.74	\$ 77.83	\$ 155.65	\$ 4,241.50	\$ 583.69
August	\$ 11,785.73	\$ 256.93	\$ 235.77	\$ 471.52	\$ 12,749.95	\$ 1,767.86
September	\$ 22,856.62	\$ 677.24	\$ 457.15	\$ 914.24	\$ 24,905.25	\$ 3,428.49
October	\$ 23,866.91	\$ 716.05	\$ 477.37	\$ 954.67	\$ 26,015.00	\$ 3,580.04
November	\$ 11,560.30	\$ 346.83	\$ 231.21	\$ 462.41	\$ 12,600.75	\$ 1,734.05
December	\$ 1,916.52	\$ 57.49	\$ 38.33	\$ 76.66	\$ 2,089.00	\$ 287.48
TOTALS	\$ 251,662.70	\$ 7,435.60	\$ 5,029.66	\$ 10,051.94	\$ 274,179.90	\$ 37,749.41

Liberty Park Concessions, LLC
City of Vestavia Hills Parks and Recreation Facilities
Cumulative
Sales Tax / Rebate

Cumulative 2011	RECEIPTS				TOTAL	REBATE Parks and Recreation
	Sales	City of Vestavia Hills	Jefferson County	State of Alabama		
January	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
February	\$ 12,272.11	\$ 368.17	\$ 245.44	\$ 490.68	\$ 13,376.40	\$ 1,841.82
March	\$ 30,039.69	\$ 904.19	\$ 602.79	\$ 1,205.57	\$ 32,752.24	\$ 4,596.71
April	\$ 37,742.80	\$ 1,132.34	\$ 754.85	\$ 1,509.71	\$ 41,139.70	\$ 5,756.54
May	\$ 55,117.92	\$ 1,653.59	\$ 1,102.32	\$ 2,204.74	\$ 60,078.57	\$ 8,643.74
June	\$ 43,260.69	\$ 1,297.81	\$ 865.22	\$ 1,730.43	\$ 47,154.15	\$ 6,489.10
July	\$ 10,973.87	\$ 329.22	\$ 219.46	\$ 438.96	\$ 11,961.51	\$ 1,646.08
August	\$ 16,955.83	\$ 508.69	\$ 337.09	\$ 672.86	\$ 18,474.47	\$ 2,543.37
September	\$ 15,395.79	\$ 461.88	\$ 307.96	\$ 615.82	\$ 16,781.45	\$ 2,309.37
October	\$ 22,789.53	\$ 683.72	\$ 455.80	\$ 872.54	\$ 24,801.59	\$ 3,418.43
November	\$ 13,957.78	\$ 418.74	\$ 289.18	\$ 558.35	\$ 15,224.05	\$ 2,351.24
December	\$ 3,372.47	\$ 101.17	\$ 67.46	\$ 134.90	\$ 3,676.00	\$ 573.32
TOTALS	\$ 261,878.48	\$ 7,859.52	\$ 5,247.57	\$ 10,434.56	\$ 285,420.13	\$ 40,169.73



Concessions at Sicard Hollow

City of Vestavia Hills Athletic Complex at Sicard Hollow



Menu

FOUNTAIN DRINKS

Specialty Cup (32 oz)	\$2.50
Large (20 oz)	\$2.00
Medium (16 oz)	\$1.50
Small (12 oz)	\$1.00

Pepsi Diet Pepsi
Dr. Pepper Sierra Mist



BOTTLE DRINKS

Bottle Drink (20 oz)	\$2.75
----------------------	--------

Pepsi
Diet Pepsi
Diet Mountain Dew
Diet Dr. Pepper



SPORT DRINKS

Gatorade® (20 oz)	\$3.00
Propel® (20 oz)	\$2.50



BOTTLED WATER

Aquafina® (20 oz)	\$2.50
Aquafina® (16.9 oz)	\$2.25

ICEE®

Large (32 oz)	\$4.00
Medium (24 oz)	\$3.00
Small (14 oz)	\$2.00



MISCELLANEOUS

Cup of Ice (16 oz)	\$.50
Small Coffee (12 oz)	\$1.75
Small Hot Chocolate (12 oz)	\$1.75
Large Coffee (16 oz)	\$2.00
Large Hot Chocolate (16 oz)	\$2.00



MAIN FOODS

Corn Dog	\$2.50
Nathan's Famous® Hot Dog	\$3.00
Hamburger	\$3.50
Cheeseburger	\$3.75
Chicken Fingers	\$4.50

SIDES AND SNACKS

Mozzarella Sticks (4)	\$3.75
Nachos (with Cheese)	\$3.50
SuperPretzel® Soft Pretzel	\$3.00
Cracker Jacks®	\$2.75
Popcorn	\$2.50
French Fries (4 oz)	\$2.25
Cinnamon Roll / Muffin / Chips	\$1.75
Cookie / Snack Crackers	\$1.50
Pickle	\$1.00
Candy	Range from 25¢ to \$2.50

COMBO MEALS

Combos include French Fries or Chips and Medium Fountain Drink

Corn Dog Combo	\$5.75
Hot Dog Combo	\$6.25
Hamburger Combo	\$6.75
Cheeseburger Combo	\$7.00
Chicken Finger Combo	\$7.75

EXTRA CONDIMENTS

Chili / Cheese / Jalapenos / Dipping Sauces
\$0.50 each

FROZEN TREATS

Ask About Our Selection of Frozen Treats!

All Prices Include Sales Tax

A portion of the proceeds from Concessions provides financial support to the Vestavia Hills Parks and Recreation Foundation



Concessions at Sicard Hollow



City of Vestavia Hills Athletic Complex at Sicard Hollow

Menu

CANDY



Spray Candy \$2.50



M&M's (Peanut) \$2.00



M&M's (Plain) \$2.00



Reese's Peanut Butter Cup \$2.00



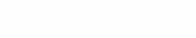
Snickers \$2.00



Twix \$2.00



Baby Bottle Pop \$1.75



Skittles \$1.75



Sour Punch Straws (Extreme) \$1.75



Push Pop \$1.50



Ring Pop \$1.25



Pixy Stix \$1.00

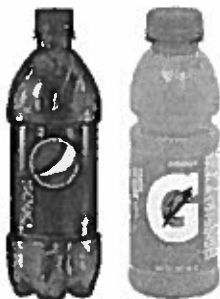


Air Heads \$.50

Bubble Gum \$.25

Bakers Dozen \$1.00

COMBO MEAL BOTTLE DRINK UPGRADE



Gatorade \$1.50

Bottle Drink \$1.25

Aquafina / Propel \$1.00



All Prices Include Sales Tax

A portion of the proceeds from Concessions provides financial support to the Vestavia Hills Parks and Recreation Foundation

Concessions at Wald Park

City of Vestavia Hills Sports Complex at Wald Park



Menu



MAIN FOODS

- Nathan's Famous® Hot Dog \$3.00
- Hamburger \$3.25
- Cheeseburger \$3.75



SIDES AND SNACKS

- Chips \$1.75



FOUNTAIN DRINKS

- Large Fountain Drink (20 oz.) \$2.00
- Medium Fountain Drink (16 oz.) \$1.50
- Small Fountain Drink (12 oz.) \$1.00



- Pepsi® Diet Pepsi®
- Dr. Pepper® Sierra Mist®

SPORT DRINKS

- Gatorade® (20 oz.) \$2.75

BOTTLED WATER

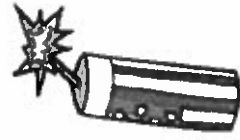
- Aquafina® (20 oz.) \$2.50

Drink Only
75¢
(With Special)

“I Love America” Day
Special

Golden Rule® BBQ
(With Choice of Two Sides)

Baked Beans



Potato Salad

Chips

\$7.25

Sandwich Only \$4.25



ServSafe® CERTIFICATION

DONNA TURNER

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

12461433

CERTIFICATE NUMBER

5048

EXAM FORM NUMBER

6/9/2015

DATE OF EXAMINATION

6/9/2020

DATE OF EXPIRATION

Local laws apply. Check with your local regulatory agency for recertification requirements.

Shepherd Brown
Shepherd Brown
SVP, National Restaurant Association Solutions



#0655

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TAB E





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/24/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Boardwalk Insurance Group, LLC 10849 Kinghurst Street Suite 135 Houston TX 77099	CONTACT NAME: Kenneth Jeanes PHONE (A/C No. Ext): (713) 987 - 3480 FAX (A/C No): (888) 880 - 6393 E-MAIL ADDRESS: kjeanes@boardwalkinsurance.com
INSURED Turner Food Systems, LLC P.O. Box 660842 Vestavia AL 35266	INSURER(S) AFFORDING COVERAGE INSURER A: Catlin Specialty Insurance Company INSURER B: Progressive Insurance Company INSURER C: Amtrust North America INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			1700514913	8/1/2016	8/1/2017	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COM/POP AGG \$ 2,000,000
							\$
GEN'L AGGREGATE LIMIT APPLIES PER:							
	<input checked="" type="checkbox"/> POLICY	<input type="checkbox"/> PRO-JECT	<input type="checkbox"/> LOC				\$
B	AUTOMOBILE LIABILITY			1007320873	9/23/2015	9/23/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS		<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS		<input checked="" type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
							\$
C	UMBRELLA LIAB			TWC3493494	8/10/2016	8/10/2017	EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH)						E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, If more space is required)
 Parks: Wald Park, Cahaba Heights, Liberty Park and Sicard Hollow

City of Vestavia Hills is hereby named as Additional Insured.

CERTIFICATE HOLDER City of Vestavia Hills Department of Public Services 1032 Montgomery Highway Vestavia Hills, AL 35216	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Concession Agreement For Recreational Facilities in Vestavia Hills, Alabama

This Concession Agreement is made as of the ____ day of _____, by and between Turner Food Systems, LLC, an Alabama corporation, (CONTRACTOR) and the City of Vestavia Hills, an Alabama City (City) through the Parks and Recreation Department and shall be valid through September 30, 2019, subject to annual review by the Parks and Recreation Board as set forth in paragraph 2 (Agreement), below.

Recitals

1. The City wishes to provide items of food, concessions and non-alcoholic beverages to patrons of the following recreational facilities:
 - Wald Park
 - Exchange Field
 - Cahaba Heights Park
 - Liberty Park Adult Complex
 - Liberty Park Youth Complex
 - Liberty Park Soccer/Football Complex
 - Sicard Hollow Complex
 - Any other facility or complex owned or operated by the City, at its option, during the term of this Concession Agreement
2. The City wishes to enter into an agreement with a professional food services organization to provide those services and products.
3. The City wishes to participate to some extent in the profit stream from such operations.

Agreement

In consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the parties agree as follows.

1. Scope of Services

CONTRACTOR will provide operations of all concessions at the recreational facilities listed in paragraph 1 (Recitals) above. CONTRACTOR will be responsible for making available for purchase items of food, concessions and nonalcoholic beverages to the general public participating in or attending recreational activities. In return for this exclusivity, the selected vendor must provide the City with a revenue stream based on activity levels.

2. Annual Review & Termination

This Agreement will be reviewed annually by the City's Parks and Recreation Board. The City may, at its sole option, elect to not renew or terminate this Agreement, at any

time, by providing CONTRACTOR with 30 days' written notice of its intent not to renew or to terminate this Agreement. Notwithstanding the foregoing, the City may terminate the Agreement at any time by providing seven days' written notice to CONTRACTOR for breach of this Agreement by CONTRACTOR.

3. Vendor Responsibilities

CONTRACTOR covenants and agrees to the following:

- a) To establish and maintain a specific set of detailed records reflecting the dollar amount of daily gross sales at each facility. These records will be separate and apart from any other accounts. These records shall be submitted monthly by Contractor for review by the Parks and Recreation Board no later than 5:00 pm on the second Monday of each month and will be retained by the Contractor for at least three years for audit purposes;
- b) CONTRACTOR or its designee shall be available at the request of the Parks and Recreation Board with at least 5 days' notice;
- c) CONTRACTOR or its designee must attend all Regular Park Board Meetings;
- d) Employing and training all of Contractors' employees necessary for the successful operation of the concessions operation;
- e) CONTRACTOR must maintain a current business license with the City of Vestavia Hills;
- f) Ordering, purchasing, receiving delivery of, and storing all consumable supplies and products necessary for the operation;
- g) Compliance with all existing laws and regulations relating to the preparation, handling, sale and disposal of food products and concession operations;
- h) Procuring and maintain, at all times the necessary, valid permits and licenses required by any laws and regulations for concessions operations. A copy of the Health Inspection report must be forwarded to the Director Parks and Recreation when obtained;
- i) Maintaining at all times storage, kitchen, service, and retail sales areas in a clean and sanitary condition to the sole satisfaction of the City's Parks and Recreation staff. Cleaning and waste removal from all food service areas to a central collection point outside of each stand shall be the vendor's responsibility. Parks and Recreation staff will do an inspection of cleanliness of all concession sites every three months or as necessary;
- j) Supplying any additional necessary equipment required for the preparation and serving of food and beverages;
- k) Preparation and service of all food, beverages and other items for consumption by the general public along with all necessary condiments;
- l) The City's Parks and Recreation Department will notify CONTRACTOR of any and all events which are scheduled at any of the facilities listed in Paragraph 1 (Recitals), above;
- m) CONTRACTOR agrees to have each necessary concession stand fully operational and open for business at least 45 minutes prior to the first scheduled event at any and all facilities for which CONTRACTOR was notified by the Parks and Recreation Department;

- n) CONTRACTOR shall pay a fine of \$100.00 per occurrence if it is notified of an event by the Parks and Recreation Department and fails to perform as outlined in paragraph 2(m), above;
- o) Prior to ceasing concession operations for weather related conditions or any other reason at any facility, CONTRACTOR agrees to contact the Parks and Recreation Department and secure pre-approval from Parks and Recreation for the closing of operations;
- p) CONTRACTOR agrees the level of services in this agreement and cannot change (i.e. from prepared food to vending machines) without the City's approval.

3. Exclusivity of Agreement

CONTRACTOR will have exclusive rights to all concessions contingent upon the following:

- a) The continued, uninterrupted service to all locations, which includes making available, a broad range of food products to satisfy the needs of the public;
- b) The prompt submission of returns and sales reporting documents as required;
- c) Periodically, occasions will arise when fund raising projects are requested by various organizations. These will be coordinated and approved by CONTRACTOR, and the Parks and Recreation Superintendent.

CONTRACTOR shall have the exclusive rights to refer to and/or advertise as the “Official Concessionaire of the City of Vestavia Hills Department of Parks and Recreation” and/or the “Official Food Vendor of the City of Vestavia Hills Department of Parks and Recreation.” CONTRACTOR will submit any promotional item or advertisement to the Parks and Recreation Superintendent for approval prior to release to the general public.

- 4. Special Event Items:** CONTRACTOR acknowledges that, from time to time, the various sports organizations may desire special event items to be sold at the event, (i.e. food trucks, bake sales, etc.). CONTRACTOR acknowledges that nothing contained within this Agreement shall prohibit these Special Event Items nor shall the Special Event Items violate the Exclusivity provisions of this Agreement contingent upon the CONTRACTOR being notified of the Special Event Items by the Parks and Recreation Department not to exceed two weekends per sport per year.

5. Equipment Utilization

- a. CONTRACTOR may use the existing City owned equipment. The City will retain ownership of the equipment. CONTRACTOR will be responsible for routine maintenance and minor repairs (under \$250.00). Major repairs and/or equipment replacement will be the responsibility of the City unless due to gross neglect.
- b. CONTRACTOR may install additional equipment for use in the fulfillment of this agreement. CONTRACTOR will retain ownership of the additional equipment. CONTRACTOR will be responsible for all routine maintenance and repairs associated with this additional equipment. CONTRACTOR will be responsible for installation and removal of the additional equipment. Equipment that

CONTRACTOR has placed in the facilities will become the property of the city at the end of this agreement should the agreement go full term.

- c. CONTRACTOR may use the existing City owned facilities as the commissary required by the Health Department of Jefferson County, Alabama for concession trailers associated with this agreement.

6. Approval Rights

The City of Vestavia Hills will have the following approval rights:

- a) The final approval of all policies and procedures relative to the operation and management of concessions;
- b) Final approval on the quality and retail prices of all products and services;
- c) Final approval of any change in the design, layout and location of all physical facilities and equipment for the operation;
- d) Final approval on which specific products will be sold at particular events in the facilities.

7. Menu

CONTRACTOR will provide a list of the items to be sold and the proposed selling price at the time of this Agreement's execution to be approved by the Parks and Recreation Superintendent and at any other time thereafter as requested by the Parks and Recreation Superintendent. CONTRACTOR agrees to modify said list of items to be sold or the proposed selling price at any time as determined feasible by the Parks and Recreation Superintendent.

8. Existing promotional agreements

The City currently has a promotional agreement (subject to annual competitive bidding) regarding soft drink sales. In return for exclusive use of said products, the City receives promotional considerations. CONTRACTOR agrees to abide by the terms of this agreement.

9. Fee

- a. CONTRACTOR agrees to pay to the City of Vestavia Hills the following percentages of the gross receipts from operations at the recreational facilities as compensation for the rights as the exclusive operator. These fees shall be paid to the Department of Parks and Recreation no later than 5:00 pm on the second Monday of each month:
 - (a) 10% of all gross receipts which are within the range of \$0.00 - \$350,000.00 for that calendar year;
 - (b) 12% of all gross receipts once the yearly total gross receipts exceed \$350,000.00 and are within the range of \$350,000.01 - \$550,000.00 for that calendar year;
 - (c) 15% of all gross receipts once the yearly total gross receipts exceed \$550,000.00 for that calendar year.
- b. CONTRACTOR will also collect and remit to the City the appropriate sales tax on all sales of merchandise sold at the recreational facilities. The sales tax will be

considered completely separate and apart from the above mentioned fee structure.
This sales tax will be remitted to the City of Vestavia Hills on a monthly basis.

10. Term of Agreement

The agreement shall not bind, nor purport to bind, the City of Vestavia Hills for any commitment in excess of the original agreement period stated above. The City of Vestavia Hills shall have the right, at its sole option, to extend the agreement for 2 additional 3 year terms. In the event that the City of Vestavia Hills exercises its options, all terms, conditions, and provisions of the original agreement shall remain the same and apply during the extension period.

11. Indemnification

CONTRACTOR agrees, at its own expense and without exception, to indemnify, defend and pay all damages, costs, expenses, including attorney fees, and otherwise hold harmless the City of Vestavia Hills, its employees, agents, servants and Board members from any liability of any nature or kind in regard to the delivery of these services.

12. Liability and Insurance:

CONTRACTOR will furnish the evidence showing the following insurance coverage to be in force throughout the term of the agreement: Certificate of Insurance acceptable.

- a) Due to the unique and expansive offerings of products through different points of sale (POS), CONTRACTOR, directly and through its affiliates, maintains several comprehensive policies of liability insurance.
- b) For brick and mortar facilities, the policy is bound by _____
- c) The limits of this policy are as follows:

General Aggregate	\$2,000,000
Products and Completed Operations – Aggregate	\$2,000,000
Each Occurrence	\$1,000,000
Personal and Advertising Injury	\$1,000,000
Damage to Premises	\$ 100,000
Medical Expense / Any One Person	\$ 5,000

- d) For the fleet vehicles necessary to deliver goods and products to the different park facilities and the point of sale concession trailers, the policy is bound by _____
- e) The limits of this policy are as follows:

Comprehensive	Varies by Vehicle
Collision	Varies by Vehicle
Uninsured/Underinsured Motorist	\$1,000,000
Personal and Advertising Injury	\$1,000,000
Property Damage	\$1,000,000
Medical Expense / Any One Person	\$ 5,000

f) For the POS portables, carts, kiosks and fixtures, the policy is bound by _____

g) The limits of this policy are as follows:

General Aggregate	\$2,000,000
Products and Completed Operations – Aggregate	\$2,000,000
Each Occurrence	\$1,000,000
Personal and Advertising Injury	\$1,000,000
Damage to Premises	\$ 300,000
Medical Expense / Any One Person	\$ 5,000

h) CONTRACTOR will name the Vestavia Hills Parks and Recreation Department and/or the City of Vestavia Hills and/or any other requested entity as a named insured under its policies. Should the Vestavia Hills Parks and Recreation Department deem these coverage amounts insufficient, CONTRACTOR will increase the insurance coverage to meet the required thresholds.

13. Termination of Agreement

Either party may cancel this agreement with 90 days' notice for any reason by providing written notice of such cancellation. Either party may cancel the agreement with seven days notice for breach of agreement.

14. Assignment

CONTRACTOR shall not sell, assign, transfer or convey this agreement or any portion thereof without the prior written consent of the City of Vestavia Hills.

15. Conflict of Interest

CONTRACTOR covenants that it presently has no interest and shall not acquire any interest, directly or indirectly, which would conflict in any manner or degree with the performance of the services hereunder. CONTRACTOR further covenants that no person having any such known conflict of interest shall be employed or conveyed an interest, directly or indirectly, in the Agreement.

16. Independent Operator

CONTRACTOR represents itself to be an independent operator offering such services to the general public and shall not represent himself or his employees to be an employee of the City of Vestavia Hills. Therefore, CONTRACTOR assumes all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save, and hold the City of Vestavia Hills, its officers, agents, and employees, harmless from and against, any and all loss; cost (including attorney fees); and damage of any kind related to such matters. CONTRACTOR shall further understand that the City of Vestavia Hills cannot save and hold-harmless and or indemnify the operator and/or the operator's employees against any liability incurred or arising as a result of any activity of

the operator or any activity of the operator's employees performed in connection with the agreement.

17 Compliance with Laws

In connection with the furnishing of supplies or performance of work under the agreement, CONTRACTOR agrees to comply with the Fair Labor Standard Act, Equal Opportunity Employment Act, and all other applicable Federal and State laws, regulations, and executive orders to the extent that the same may be applicable and further agrees to insert the foregoing provision in all sub agreements awarded hereunder.

18 Invalidation of this Agreement

If any part of this agreement is rendered invalid for any reason, it shall not invalidate the remainder of the agreement, but the agreement shall remain in full force for the balance of the term.

19. Effective Date of this Agreement

This agreement will go into effect on _____.

IN WITNESS WHEREOF, this Agreement has been duly executed by the parties hereto as of the date first above written.

CONTRACTOR

City of Vestavia Hills

By: _____

By: _____

Its: _____

Its: _____

BJ DuBose

From: Brian Davis
Sent: Monday, November 14, 2016 7:42 AM
To: Jason Burnett
Subject: Trail at McCallum overview
Attachments: mccallum sketch2.tiff; Overview of McCallum Park trails.docx; trailvisions_quote15006.pdf

Attached is a sketch of potential trails, an estimate from TrailVisions, LLC, and an overview of the timeline and players involved. On the sketch, the red and pink trails are what is included in the estimated costs. The yellow would be a second phase and would need to be adjusted from the VHHS property. Michael Enervold from TrailVisions, LLC, plans to be at the meeting to discuss this map and the estimate.

Leaders from the mountain bike team plan to be at the meeting to discuss the following questions:

Who is responsible for ongoing maintenance?

Any signs or rules that need to be posted?

Would there be a need to be any type of organization or sport under the parks and rec for this?

Would this be another area of a park for use by the public, with priority for certain days and times allocated to the teams?

There may be other questions that come up, and we will hopefully be able to answer them.

“While acting as my constituents’ representative I shall be governed by their will on all subjects upon which I have the means of knowing what their will is, and upon all others I shall do what my own judgment teaches me will best advance their interests.”

Abraham Lincoln



Brian C. Davis, Director
Department of Public Services
1032 Montgomery Highway
Vestavia Hills, AL 35216
P 205 978 0150 | vhal.org

  WWW.ALIFEABOVE.ORG

Overview of McCallum Park trails

Players

- Doug Brown and Tina Chancellor
- Michael Enervold of TrailVisions, LLC
- Freshwater Land Trust (FWLT)
- Board of Education (VHHS)
- Park Foundation
- Park Board
- City of Gardendale
- Parents of Mountain Bike team members
- B & D Study trails/sidewalks

Timeline

- November 2015 – Brian and Jeff met with Doug and Tina
- Early 2016 -- Doug and Tina presented to Park Board and met with Foundation
- Spring of 2016 Doug met with Freshwater Land Trust
- Summer of 2016 Brian and Doug walked the property adjacent to the VHHS and met with Tyler Burgess.
- Summer of 2016 Brian visited the Gardendale trails with Michael Enervold
- Fall 2016 Brian met with Jason, Jenny and Lee to discuss leadership of team
- Fall 2016 Brian and Michael walked McCallum Park – Brian asked Michael to submit an estimate to build trails without encroaching on VHHS property
- November 2016 -- Presenting the estimate to the Park Board for approval to send to council to as for funding to construct trails at McCallum Park.

Summary

In the fall of 2015 the city manager was approached by a group of people about mountain biking in Vestavia Hills. A conversation between Doug Brown, Tina Chancellor, Jeff Downes and Brian Davis was held to discuss options for the newly formed mountain bike team for 6th through 12th graders. The team is not affiliated with the AHSAA currently, but similar to lacrosse, is growing and has plans to affiliate at some point in the future. The team currently travels to Oak Mountain State Park to practice when they can. This option is feasible before daylight savings time, but when the time changes, the team doesn't get to practice during the week.

In the fall of 2015, the city had just acquired Altadena Valley Country Club, and it was offered as a place to practice during the week. The team was grateful for the space, however it wasn't ideal because it is flat. The discussion moved to creating or constructing trails at McCallum Park.

Michael Enervold of TrailVisions, LLC met with Doug, Tina and Brian at McCallum Park to walk the site. He was asked to put some information together on constructing some trails to potentially connect the high school to the park.

Doug Brown led the effort to discuss with Tyler Burgess of VHHS, but due to some potential erosion issues from the construction of the new parking lot, Tyler said the trail could not connect at this time.

Doug Brown also reached out to the Freshwater Land Trust (property owners along the creek in McCallum Park). FWLT were supportive of the trail construction, and they have since had a work day and improved the trail behind the Buckhead Subdivision.

Since there was going to be a cost to construct the trail, Doug Brown reached out to the Parks and Recreation Foundation to seek additional funding. The Foundation did not commit to funds, but was interested in know more as the discussions continued to move forward.

Brian Davis and Michael Enervold met in August 2016 and walked the trails that were under construction in Gardendale. From this conversation, they also met and walked at McCallum Park to discuss potential trails only on the property owned by the city and the FWLT. Brian asked for an estimate to construct potential bike trails as shown on the attached map. That estimate is also attached.

Brian met with parents of team members, Jenny and Jason Waters, and Lee Yielding to discuss the next steps. The next steps were to present the estimate to the park board for their support of the project, and if possible to ask the city council to fund the trails at McCallum Park.

The Brailsford and Dunlavey study that was completed a few years ago showed that nearly half of the respondents wanted additional trails or sidewalks in the city. This project would address a need that is currently unmet. The city is already constructing sidewalks, and have plans to continue into the future.



NE intersection?

5 points
Central Trail Access

SW trail access

Privet forest - Lift and Tilt tread

or

[Empty input field]

[Empty input field]

TrailVisions, LLC.

Quotation

Michael Enervold
1045 Sunset Blvd.
Birmingham, AL 35213
Phone: 205-914-8367
trailvisions.llc@gmail.com

Date	10/16/2015
Quote no.	15006

Project No.	P15005
Project Title	McCallum Park Singletrack Trails

Customer No.	1004
Company:	Vestavia Hills Parks & Recreation
Contact:	Brian Davis
Phone	205-276-9095
Email	bdavis@vhal.org
Address	1973 Merryvale Rd, Vestavia Hills, AL 35216

Length	Description		
	machine built singletrack recreational trail design & build compete service \$3.84 / foot, measured with rolling wheel, c/l of trail 1 round of mobilization/demobilization included (\$960 value) TrailVisions prefers a minimum of 1 mile, but will work to within the budgets of your department	1 mile @	\$20275.20

quoted prices valid through March 1, 2017

This quotation is for a design & build recreational trail. Permitting fees not included. Insurance & Licensing fees included.

TrailVisions, LLC.

Project Specialists in Recreational Trail Design, Planning, and Construction

Draft for Discussion

Vestavia Hills Park and Recreation 501(c)(3) Discussion

November, 2 2016

Park Board Work Session with Sports
Boards Presidents and Treasurers

Agenda

Draft for Discussion

- Request from City
- Current Challenges to Solve
- Current Status of Project
- Recommendations
- 501(c)(3) Mission
- 501(c)(3) Objective
- Financial Process and Procedures to Consider
- Financial Control Matrix Required for Each SB
- 501(c)(3) Roles and Responsibilities
- 501(c)(3) Legal Structure
- 501(c)(3) Board Membership
- 501(c)(3) Tools
- Value Add Proposition
- Questions

Request from City

Draft for Discussion

- In 2015 the City of Vestavia Hills asked the PRB to make a recommendation on how to accomplish the following objectives:
 - Ensure that all individual sports boards no longer have access to the city EIN and that each sports board was independently managed separately from the city
 - Determine the proper financial *controls over the financial management of each sports board

**note: this is an internal management function for the sports board; the outside CPA firm to be engaged by the sports board has not been engaged to perform any procedures related to the establishment of “internal controls”, or the efficacy of those internal controls established by a sports board. The outside CPA is being engaged to assist with the application for exempt status, to perform monthly bookkeeping, and to prepare annual reporting to the IRS)*

Current Challenges to Solve

Draft for Discussion

- Currently some boards have used the city EIN on the bank account and for purchases
- Sports boards need ability to have separate checking accounts to manage day-to-day operations
- Park board needs some type of oversight to ensure boards have proper financial controls (*), while recognizing the general limitations on functional controls for an entity with very limited staffing and opportunity for division of financial responsibility
- Address the current expectation of the sports boards as it relates to the sale tax exemption laws

Current Status of Project

Draft for Discussion

- **Complete:**
 - Conceptual design of 501(c)(3) with BMSS
 - Mission, Objectives, Roles, Draft 1023 framework
 - Cost estimate for bookkeeping, QBO setup, tax filing
- **Complete:**
 - Obtain letter from Carr Riggs & Ingram (CRI) regarding:
 - Clarified component definition of PRB, 501(c)(3), and Sport Boards
 - Clarified use of city's EIN for sale tax exemption purposes
- **Complete:**
 - Reviewed 501(c)(3) conceptual design and objectives with Jeff Downs, CRI, BMSS, Pat Boone and Melvin Turner
 - Reviewed final letter from CRI with Jeff Downs
 - Schedule working meeting 11.2.16 with presidents and treasurers of each sport board to present and discuss this document
- **Next Steps:**
 - Solve the sales tax exemption for sport boards (BMSS reviewing)
 - On PRB agenda for vote – November, 15 2016
 - BMSS finalize and submit 1023
 - BMSS start working with VLO as first organization – Setup QB, etc

Recommendations

Draft for Discussion

- Create a new master 501(c)(3) entity Vestavia Hills Park and Recreation Association (VHPRA)
 - Create a legal entity and EIN for each sports board
 - **Allow** each respective sports board legal entity to **submit a request to affiliate** with the master VHPRA 501(c)(3) organizations
 - Services provided to affiliated boards:
 - Monthly bookkeeping service for affiliated boards (monthly bank reconciliation, PL and BS preparation)
 - One time setup QB on-line
 - Provide 990 tax preparation
 - The **City will pay** for legal fees, CPA and QBO online setup if sport board choose to affiliate **by October 2017.**
- Require each sports board (**affiliate or not**) to open a banking account with a EIN (Not city)
- Each Sport Board (**affiliate or not**) is required to document the existing financial control procedures that prove that they can meet the minimum required financial controls defined by the PRB (See matrix)

501(c)(3) Mission **Draft for Discussion**

- The mission of the VHPRA is to provide the proper procedure and policies to govern the financial management and oversight of each sports board.
- VHPRA has a subset of responsibilities from the PRB and this is not intended to limit the existing responsibilities of the PRB, as defined by the City of Vestavia Hills, but to define the roles and responsibilities between VHPRA and individual sports boards regarding financial management.
- VHPRA is NOT:
 - To interfere with the individual sports boards operational and programming duties of the sport
 - To determine how funds for individual sports boards are used, as long as it is used for the individual sports operations and are for legal and ethical purposes.

501(c)(3) Objectives

Draft for Discussion

- Establish standard financial policies and procedures
- Reduce the time burden of volunteers to allow more focus on the mission of the sports boards
- To reduce the back office administration for the financial management of each board
- Establish standards tools, processes, banking and CPA relationships to create efficiencies and cost effectiveness

Financial Processes and Procedures to Consider

Draft for Discussion

- Create a centralized bookkeeping function and create basic financial controls recognizing complete separation of duties may be difficult to achieve due to small scale of organization and cost effectiveness
- Hire a bookkeeper to perform monthly bank reconciliations to monitor cash and have board treasurer approve and initial monthly bank reconciliation.
- Implement automated deposit process from the on-line registration system to bank account and develop a monthly reconciliation process that is approved by the sports board treasurer.
- Bookkeeper will establish an official financial record via QuickBooks (QB) for tax and financial reporting purposes and produce monthly financial statements to be reviewed by the sports board treasurer and president.
- Establish quarterly review for each sport boards (during season) of the financial statements by PRB.
- Explore implementing P-Card for each sports board to track all expenditures, provide documented approval process and automate journal entries into QB. Allow each sports boards to set limits and criteria for each P-card.
- With assistance from the CPA firm, including its bookkeeper, provide procedures on all donations, exemption requests and tax reporting.
- Establish standard tools and procedures; automate when possible.

Financial Control Matrix

Control Process (*) required	CPA firm Bookkeeper/ 3 rd party	SB Tres/ Pres	PRB 501(C) 3	CPA firm	Comments
(*)Bank reconciliation	Monthly – Primary	Monthly-Review	Only if an issue arises	Only if an issue arises	Most show complete separation of duty. The person reconciling bank account cannot have check writing privileges
On line registration system deposit to bank account	Monthly – Primary	Monthly-Review	Only if an issue arises	Only if an issue arises	Standard system streamlines this function and automated is strongly encouraged.
(*)Expense approval	Monthly-Review	Monthly-Primary	Only if an issue arises	Only if an issue arises	This may start out as manual process. P-Cards will automate (future item to consider)
(*)Receipt tracking	JE to QB	Monthly-Review			Need to keep copy of receipts or use designated debit/credit card. P-Cards will automate (future item to consider)
(*) Journal entries into QBO	Monthly – Primary	JE Approval		Only if an issue arises	1) Need to define process with each board. . P-Cards will automate expenses (future item to consider) 2) Auto deposit automates revenue 3) QBO becomes official financial records
(*)Prepare monthly financial statements	Monthly – Primary	Review		Only if an issue arises	Bookkeeper prepares sends to treasurer and president monthly
(*)Reviews Financial Statements		Monthly – Primary	Review after each season	Annual - review	3 levels of review
(*)Prepare donation acknowledgment if affiliated board	Monthly – Primary			Only if an issue arises	Need to work through how to send automated donation receipts
(*) Prepare 990 if affiliated board		Annually - review		Annually - Primary	If affiliated board CPA prepares and has all financial information via QB-Online

VHRPA Roles and Responsibilities

Draft for Discussion

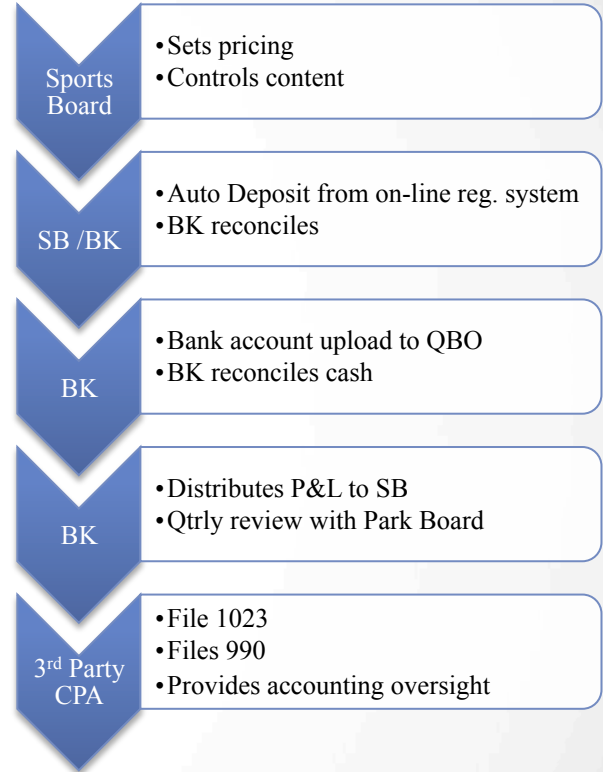
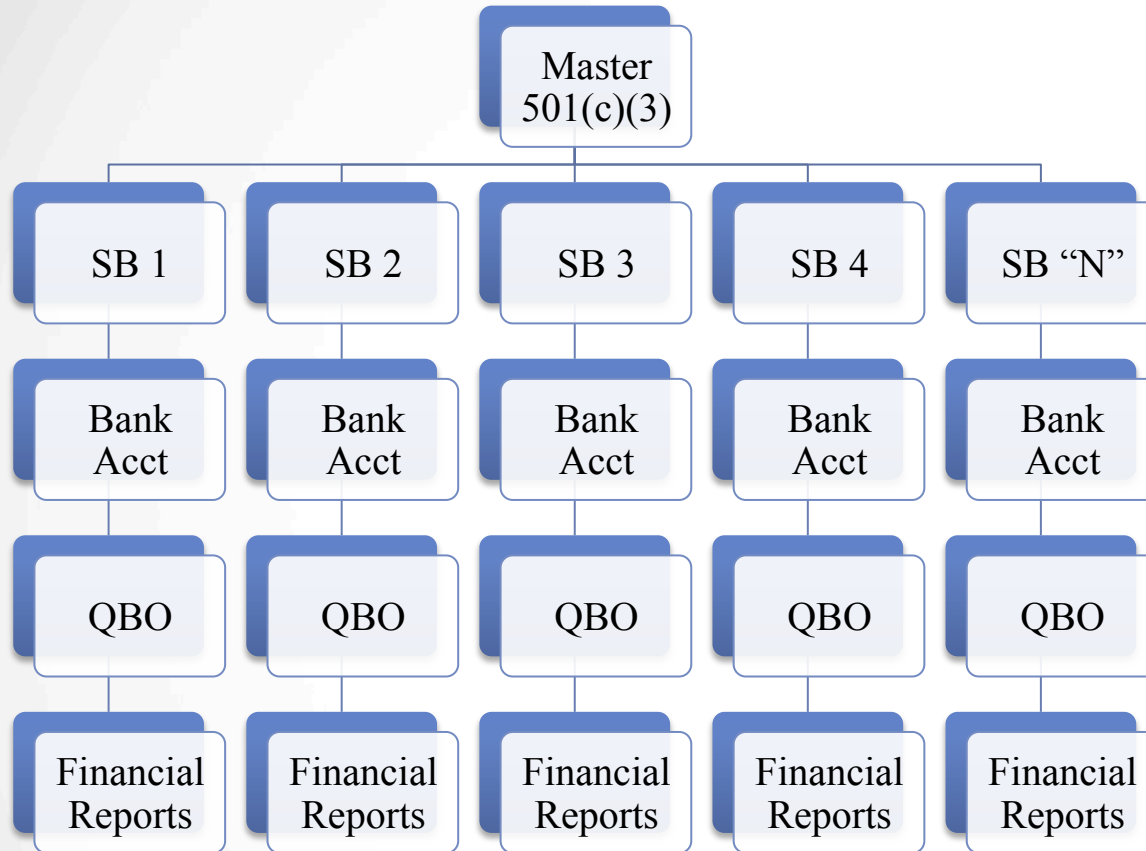
- Select and retain a qualified CPA firm to complete the 990 on an annual basis
- Manage or outsource a qualified bookkeeper that is responsible for the general bookkeeping and account reconciliation for each sports boards
- Provide annual financial review of each sport board
- Ensure proper financial controls are in place and followed by each sports board
- Support and standardize of an on-line registration tool to help streamline the financial controls and bookkeeping process

Sports Boards Roles and Responsibilities: **Draft for Discussion**

- The treasurer of each sports board will work with the designated bookkeeper to insure proper communication and procedures are followed.
- The treasurer is responsible for all cash deposits. This includes the accuracy of the amount, account and timeliness of each deposit.
- The treasurer or president must be available to answer any emails, questions or phone calls from the bookkeeper or CPA if there are reconciling items to address.
- The sports board will work with VHPRA to meet the following objectives:
 - Provide online registration and spirit gear to eliminate as many cash and check payments as possible.
 - Automate transfer of money from on-line registration to bank account to create an electronic audit trail.
 - When possible use a debit or credit card (P-cards) instead of cash or checks for purchases to create an electronic audit trail.
 - Proactively identify and communicate any official filing required such as 1099, W-2, etc.. to VHPRA.

501(c)(3) Legal Structure-Example

Draft for Discussion



BK = Bookkeeper – New position

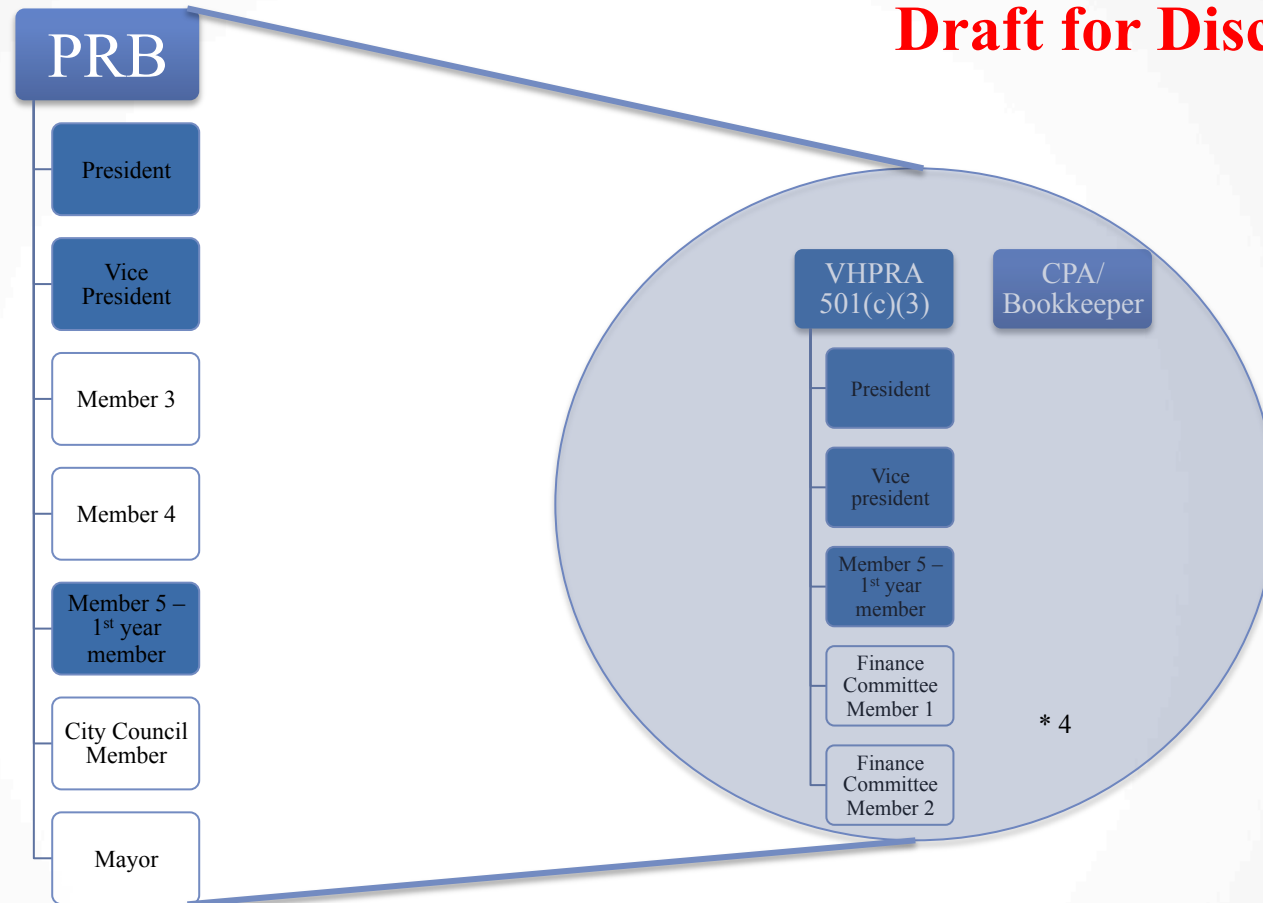
SB= Sports Board

QBO = QuickBooks Online or other cloud based accounting system

Each SB = legal entity and EIN

501(c)(3) Board Membership

Draft for Discussion



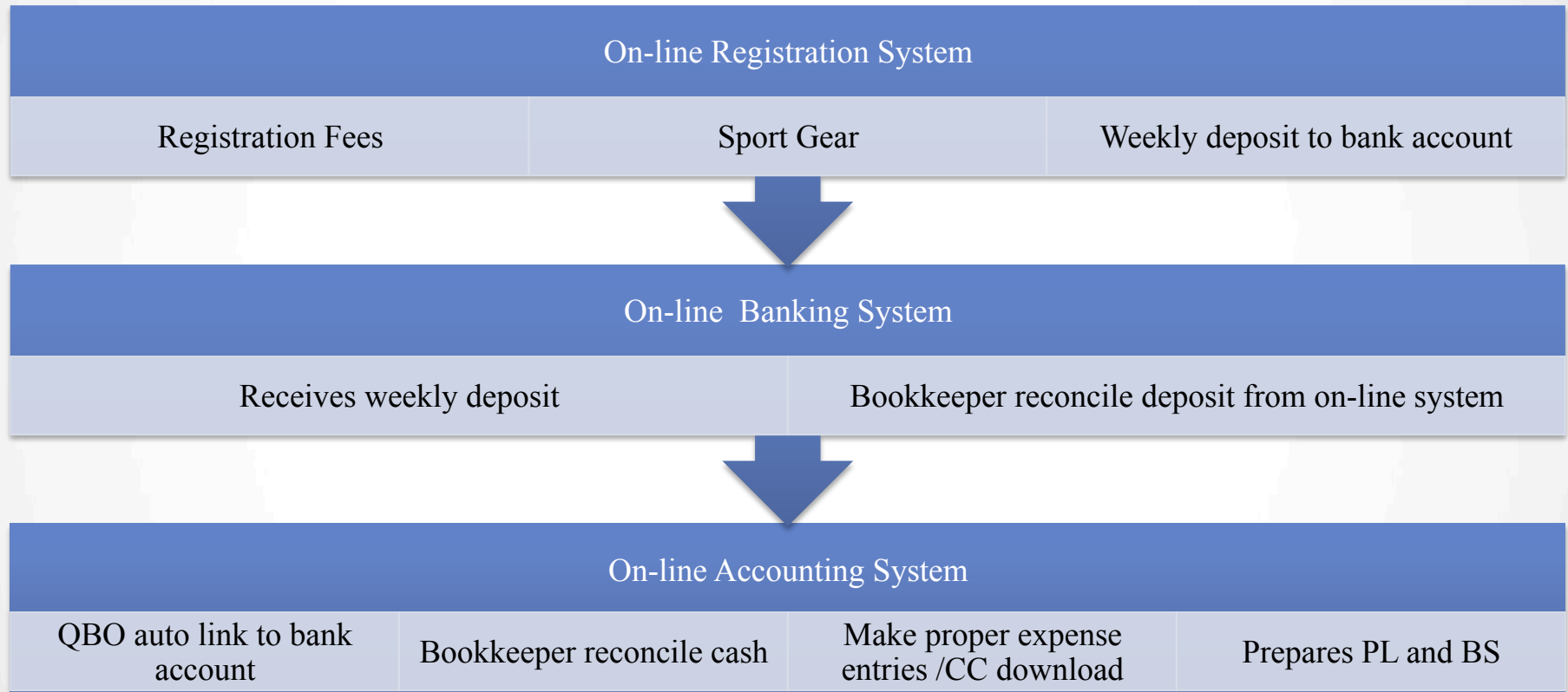
Suggestion: Goal is to have rotating members assigned by position to insure continuity.

- 1) President of PRB
- 2) VP of PRB add duties of : Treasurer of 501(c)(3) and manages bookkeeper
- 3) First year member of PRB
- 4) * From the Mayoral Appointments-Finance Committee
- 5) CPA as invited member – non voting

Confidential Property

501(c)(3) Tools and Conceptual

Business Process **Draft for Discussion**



- 1) Standardize tools to provide efficiency and scale
- 2) Create a center of excellence at P&R
- 3) Leverage cost

Value Added Proposition

Draft for Discussion

1. Improves financial controls

1. Creates more separation of duties
2. Provides official source of records for financial information via QBO
3. Creates transparency of financial records
4. Creates a stronger deterrent to fraud or thief

2. Standardization

1. Technical platform for on-line registration and content management
2. Process to simplify support
3. Improves internal controls limits risk and liability
4. Helps with rotating boards
5. Leverage cost for more robust systems

3. 501(c)(3)

1. Provides legal status for fundraising
2. Standardize accounting and controls for 990 filing
3. Ability to hire resources via 3rd party and issue W-2 and 1099

4. Improved fundraising

1. Focused fundraising efforts for operational support of each board
2. Equipment, maintenance capex, payroll, etc.

5. Allows P&R to provide value added support

1. Tool selections and support
2. Process control
3. Reduce liability of sports boards
4. Allows volunteer sports board to spend time on mission instead of admin support

Estimated Timeline

Draft for Discussion

Date	Task	Who
10.18.16	Work Session	PRB
11.2.16	Meeting with Presidents and Treasures to review	PRB and SB
11.15.16	PRB meeting – Vote on final 501(c) 3 proposal	PRB
11.15.16	File 1023	BMSS
11.1 – 11.23	First Board setup legal and QBO	Legal/BMSS/SB “N” / PRB
1.17	Start with next volunteer board	
2.17	Next board	

Draft for Discussion

Questions

Appendix **Draft for Discussion**

- Article: *“The Trusted Grown-Ups Who Steal Millions From Youth Sports”* New York Times By BILL PENNINGTON July 7, 2016
- Letter from Carl Riggs & Ingram dates 9.22.16

September 22, 2016

Dear Jeff:

This correspondence is in response to your letter dated July 25, 2016 requesting my written opinion associated with two questions resulting from recent conversations whereby the Parks and Recreation Board (Park Board) is attempting to develop financial policies with participating Vestavia Hills sports organizations (sports organizations). The two questions posed in your letter were:

1. If the Park Board institutes mandatory financial policies for the participating sports organizations and offers an optional means to participate in a master 501c3 organization, does that create a component unit relationship between the City and any of the parties?
2. Is it appropriate for the various sports organizations to utilize the City's tax identification number in order to receive tax free purchases or for other financial purposes?

In order to answer your first question, the definition of a component unit is required. A component unit is a legally separate organization for which the elected officials of the City are "financially accountable". Financial data of a component unit generally requires separate presentation in the City's financial statements.

"Financially accountable" is defined as a situation whereby the City:

1. Appoints a voting majority of the organization's governing body **and** (1) is able to impose its will on that organization (i.e. the City can significantly influence the programs, projects, activities, or level of services performed or provided by the organization) **or** (2) there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the City.

Or

2. Creates fiscal dependency (the organization must obtain City approval to determine or modify its budget, set its rates or charges, or issue bonded debt).

In the scenario you've presented in your first question, if the City Council or the City Park Board (whose members are entirely appointed by the City Council) does not appoint a voting majority of governing members of the master 501c3 or the individual sports organizations, no component unit relationship can be established under situation 1. And, as long as no fiscal dependency exists, no component unit relationship can be established under situation 2. So, assuming neither situation is met, the Park Board could institute mandatory financial policies and offer an optional means to participate in a master 501c3 without creating a component unit relationship.

Alternatively, if the City Council or the City Park Board appoints a voting majority of the governing members of the master 501c3 or the individual sports organizations and imposition of will or financial benefit/burden is present or fiscal dependency exists (as described above) then a component unit relationship will exist and the master 501c3's financial statements will qualify for presentation on the City's financial statements.

A component unit could have component units of its own if conditions described in the "Financially accountable" section above are met. The master 501c3 will not have component units if the aforementioned component unit criteria are not met. The City Council, the City Park Board or the master 501c3 will not appoint any of the governing members of the individual sports organizations. Also, no anticipated fiscal dependency exists between the City Council, the City Park Board or the master 501c3 and the individual sports organizations. As such, no component unit relationship will exist between the individual sports organizations and the City, the City Park Board or the master 501c3.

In financial reporting, the concept of "materiality" exists. Simplistically, this is the threshold above which missing or incorrect information in financial statements is considered to have an impact on the decision making of users. If a component unit's financial statements are deemed immaterial to the City, then presentation on the City's financial statements may not be necessary. Materiality has an element of judgment, so, determining inclusion of a component unit could change at each financial statement presentation interval.

When determining component units, many times the ultimate outcome is a matter of professional opinion. Also, conditions can change that might alter relationships and component unit evaluations must be made annually to determine status.

Your second question relates to the use of the City's tax identification number by various sports organizations to receive tax free purchases. Section 40-23-4(11) and 40-23-4(15) of the Code of Alabama exempt municipalities from payment of sales and use taxes. No other organizations or entities should use the City's tax identification number to receive tax free purchases or any other financial purpose. Only the City should use this tax identification number for financial purposes.

Furthermore, charitable and nonprofit organizations and institutions have no special exemption from sales and use taxes in Alabama. They are required to comply with all the provisions of the laws, relating to the filing of returns, making payments of taxes required to be collected, etc. A mechanism does exist whereby a charitable or nonprofit organization can request a special act of the Legislature of Alabama for sales tax exemption.

Sincerely,



Jason Harpe, CPA

The Trusted Grown-Ups Who Steal Millions From Youth Sports



A goalie for the Tri-Boro Youth Soccer Club in eastern Pennsylvania during a game in May. Investigators say embezzlement cases in youth sports have become common, as was the case when a Tri-Boro treasurer stole \$120,000 from the organization's bank accounts. Mark Makela for The New York Times

By BILL PENNINGTON

July 7, 2016

WHITEHALL TOWNSHIP, Pa. — With downcast eyes and a microphone clenched in one fist, Brian Farley stood uneasily before nearly 400 children from the Tri-Boro Youth Soccer Club in eastern Pennsylvania.

He had stolen their money.

Mr. Farley, 55, the longtime treasurer of the all-volunteer, nonprofit club, had pocketed \$120,000 from the organization's bank accounts — money paid by parents so that their children could play.

A county court judge had ordered Mr. Farley to repent publicly to club members as part of his guilty plea, and so there he stood, in front of a throng of children sitting cross-legged on a grassy ball field waiting to play. The club's leaders were so fearful that an irate parent might charge or assault Mr. Farley that they hired security to maintain order.

"You try to be a good example to your children," Mr. Farley, whose son and daughter had played for the club, [told the gathering](#). "What I did was one of the worst examples you could ever set for your children."

The youth sports boom in the United States, fortified by at least 30 million participants, has turned what were once homespun local leagues into quasi-professional enterprises with annual budgets that experts who track nonprofits say regularly reach \$250,000 — if not twice that.

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Yet with the growth and development has come a long list of embezzlement and other corruption cases unfolding in a void of oversight and regulation and capitalizing on community trust.

Across the country, people who volunteered as treasurers and other officers for Little Leagues and sports clubs have been prosecuted for pilfering gobs of money from the coffers: \$220,000 in Washington, \$431,000 in Minnesota, \$560,000 in New Jersey, and so on, according to law enforcement authorities, league officials, experts on nonprofit

organizations and news reports.

The approximately 14,000 youth sports organizations in the United States take in annual revenue of about \$9 billion, according to the National Center for Charitable Statistics. Oversight of those sums is haphazard and not centralized, as there is no national agency in the country watching over youth sports.

Investigators and prosecutors in several states say embezzlement investigations involving youth sports have become common, almost always committed by unpaid board members who are highly regarded in their communities.

It is difficult to say whether the problem with embezzlement has worsened or if the growth of the leagues simply means more cases; there is no clearinghouse comprehensively tracking fraud in youth sports.

Brian Farley, Tri-Boro's former longtime treasurer, repenting publicly to club members in 2013 as part of his guilty plea for embezzling money from the club. Stephen Flood/Express-Times

But investigators say the problem gets little public discussion even as, by some measures, there are signs of mounting cases. In the last five years, there have been hundreds of arrests and convictions in 43 states involving 15 sports, based on a study of news accounts and a database compiled by the Center for Fraud Prevention, an organization that aims to mitigate embezzlement in youth sports.

And those are only the cases that have become public.

Law enforcement officials estimate that they see only about half of the actual fraud in youth sports because organizations often cover up

smaller misappropriations to protect their reputations and preserve the ability to raise money in the future.

Some leagues have dissolved as a result. Most organizations survive, but they often must defer buying new uniforms; fixing up insufficient or dangerous fields; purchasing equipment; and financing capital projects.

Over all, the rate of fraud across the youth sports landscape, which includes thousands of prosperous travel teams, is probably small in scale given the vast scope of youth sports. In general, there is little data of any kind on how extensive embezzlement is among all nonprofit groups, let alone youth sports associations.

Yet watchdogs of the nonprofit industry note that youth sports organizations rarely put in place routine checks and balances, such as having multiple people in charge of the money, opening the door to fraud.

“People treat youth sports groups as social clubs and vest all their trust in one individual because they all know each other, but these organizations need to be treated like businesses with all the same internal and external financial controls,” said James Martin, the Lehigh County district attorney, whose office prosecuted Mr. Farley’s case. “Yes, everyone starts out with the best intentions, but then something usually goes wrong and no one is really watching.”

A husband and wife were implicated in Michigan after a neighbor, an accountant whose sons played for the baseball league, joined the board and scrutinized the books, leading investigators to a case that uncovered \$300,000 in missing money.

In Winslow, Me. (population 7,794), there were three theft charges against members of volunteer sports clubs in a four-year span, including one person who was charged with [stealing from two](#) clubs.

In Wisconsin, a self-described soccer mom confessed to another soccer mom about taking money from the local club, only to discover she was [taking even more](#) money.

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A woman in Vermont was convicted of stealing from a fund established to honor a dead child who had been a club member.

The exposure of embezzlement leaves communities thunderstruck and wounded at the revelation of neighbors stealing from neighbors, friends cheating friends. The children of the accused are often best friends with the children of the accusers.

"I couldn't comprehend having to tell the 700 kids in our entire membership that the money was gone and they couldn't play soccer anymore because their treasurer was a thief," Diane Miller, the Tri-Boro Youth Soccer Club's current treasurer, said last month, recalling Mr. Farley's arrest in 2013.

"I wanted to cry."

Skimming and Spending

While a preponderance of cases occur in suburbia, there have been dozens of arrests in farm communities and in big cities, too, [including Manhattan](#).

"There's always a lot of cash involved in these organizations, and whenever there's cash, there's people eyeing the cash," said Tim Delaney, president and chief executive of the National Council of Nonprofits.

Erik Carrozza, the founder of the Center for Fraud Prevention, said: "Someone can easily skim 20 percent off the top and it will not be noticed for a while. Twenty percent for five years ends up being a lot of money."

That money gets spent in a variety of ways.

The police have reported that purloined money has gone to dog grooming, tickets to Walt Disney World, illicit drugs, a child's wedding, fishing trips, financial advice, N.F.L. and Major League Baseball tickets, lingerie, large deliveries of yard mulch, college loans and the interest on personal property being held in pawn shops.

Gambling debt has played a role in many cases.

Kevin Short, a lawyer who represented a hockey league official in Minnesota convicted of tax evasion after stealing more than \$400,000 from a league, said casino debt in fraud cases is so common now that investigators routinely check gambling habits when embezzlement is suspected.

"It's a standard question," Mr. Short said. "Since gambling came into Minnesota, we've been having problems and embezzlement."

Prosecutors and defense lawyers say that many others who have embezzled from youth sports organizations have done so because they

were enduring a period of financial distress because of a divorce, a job loss or both.

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From a work-release facility where he is confined after serving several months in jail, Kevin L. Baker said he stole more than \$200,000 from the Kent Little League in Washington State because he was trying to survive financially.

"I'm usually a trustworthy, honest person," Mr. Baker, who was the league's treasurer for seven years, said in a telephone interview last month. "I got in a bad situation, and when you're in a bad situation, you make decisions that you wouldn't normally make."

Since 2007, Mr. Baker, who coached his two sons in the league, had been a responsible volunteer at the league's many activities.

But in 2011, he lost his job, and his wife moved to Idaho with the couple's sons as part of a divorce. A grandfather who had helped raise Mr. Baker and had been a father figure also died around the same time.

Kevin L. Baker, the former treasurer for the Kent Little League in Washington, in court last year after being sentenced to 22 months in jail for stealing more than \$200,000 from the club. Steve Hunter/Kent Reporter

To raise his spirits and to try something new — his grandparents had run a tavern — Mr. Baker decided to spend \$100,000 to buy a bar. The business started strong, then flagged precipitously.

Mindy Young, who prosecuted the case, said Mr. Baker had taken money from the Kent Little League in 271 transactions that included

cashier's checks for as much as \$20,000. He knew that no one truly scrutinized the treasurer's books he had been doctoring.

But on Dec. 9, 2014, Kent's Little League president, Greg Whitcomb, went to an Office Depot and tried to use the league's A.T.M. card to buy \$18 worth of envelopes. The purchase was denied.

Based on the financial reports he had been receiving from Mr. Baker, Mr. Whitcomb believed the league had \$227,000 in bank and investment accounts. For a decade, the league had been soliciting donations and were finally on the verge of buying their own baseball and softball fields.

The Kent Little League was actually in debt, owing uniform manufacturers \$20,000.

"Worse, all the hard work by volunteers raising money for years was lost," Mr. Whitcomb said.

Mr. Baker turned himself into the Kent police.

"I felt so guilty; I couldn't sleep at night," said Mr. Baker, who has since been ordered to pay \$208,000 in restitution.

Last year, Mr. Baker, who had no previous criminal record, [was sentenced](#) to 22 months in jail.

String of Tell-Tale Signs

It often takes suspicious board members or officers to uncover the wrongdoing.

In the case involving Pennsylvania's Tri-Boro Youth Soccer Club, Mr. Farley's crime was not uncovered until a new club president, Tino Babayan, hired a lawyer to advise the club about various matters, including its finances. The lawyer quickly became suspicious of Mr. Farley's bookkeeping, especially when the club's retainer check bounced.

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Mr. Babayan learned that 80 percent of the club's money was missing.

"Farley was basically paying off his bills and living as if the club's account were his own," said Steven Luksa, the assistant district attorney who prosecuted the case.

Mr. Farley declined to be interviewed last month, but his lawyer, George Heitzman, said that when his client lost his job working on Wall Street, he began making loans to himself from the club's account.

"He felt he was just borrowing, but that is a slippery slope," Mr. Heitzman said. "There were some payments back to the league, but Brian got so far behind."

Diane Miller, Tri-Boro's treasurer, and Tino Babayan, the club's former president, who exposed the embezzlement after learning 80 percent of the organization's money was missing. Mark Makela for The New York Times

Meanwhile, the club's board members, facing a host of unpaid bills, were suddenly desperate to keep Tri-Boro solvent.

Mr. Farley offered the club and prosecutors a restitution deal; the organization's leaders and the club's parent group balked.

Diane Miller, the new treasurer, had pored over the bank records and saw that the club's A.T.M. card had been used to pay for \$500 hairdressing appointments, hotel stays, wine and cigars.

"At that point, I wanted to find him," Ms. Miller said of Mr. Farley, "and spit in his face."

But the club, which needed the infusion of cash, took the deal, which amounted to \$55,000.

Mr. Farley received five years of probation and was ordered to make gradual, systematic repayments to Tri-Boro for the remainder of what he owed the club. Mr. Farley, who has remained in the Allentown, Pa., area, has been paying back the money at about \$225 a month and recently told another board member that he intended to pay back the roughly \$60,000 he owes the club.

Ms. Miller is skeptical. "We'll never see it all," she said.

Board members were forced to dip into their own pockets for \$200 or \$300 each to pay some of the club's most urgent expenses and keep it afloat.

This year, the club is thriving, with a growing membership roll.

Coaches and other club members have adapted to new policies mandating invoices and receipts for any reimbursable expenses, regardless of how small the sum. Two board members are also required to extensively review the club's books monthly.

"We can't let anything go unexamined," Ms. Miller said.

Like the Tri-Boro Soccer Club, the Kent Little League in Washington had to run on a skeleton budget before it rebounded in part because several local sponsors donated time and money when they heard of Mr. Baker's theft. A software company that had been working on a new league website chose to finish and install the website for free, allowing valuable registration fees to flow into the league's bank accounts faster.

Still, the Kent Little League misses the more than \$200,000 it intended to spend on new fields, cash Mr. Whitcomb knows the league will probably never recoup.

As Mr. Whitcomb retrieved the mail at home not long ago with his 15-year-old son, he saw an envelope from Mr. Baker.

"I smirked and handed it to my son and said, 'Here's the first restitution payment to your Little League,'" Mr. Whitcomb said.

Inside the envelope were two checks for \$14 and \$11.

Tri-Boro's players warming up before a game in May. The club's board members were forced to dip into their own pockets to help keep the club afloat after Farley's arrest. This year, the club is thriving, with a growing membership roll. Mark Makela for The New York Times

Reluctance to Commit

There is another common thread to many fraud cases in youth sports: the scarcity of people running them, which significantly hampers the necessary oversight.

Overscheduled, working parents are hesitant to commit the time to serve on boards. And no one wants to be an organization's treasurer, which is the most tedious, thankless job.

“People are always asking, ‘Can I pay to get out of my time working in the concession stand?’” Mr. Whitcomb said.

Many affluent organizations have turned to paying the officers of their boards of directors as an incentive to serve. Others are hiring bookkeepers. Crime or fraud insurance designed specifically to cover youth groups is gaining in popularity.

There are groups that have tried to fill the void, like the National Alliance for Youth Sports, a Florida-based nonprofit and youth sports advocate that helps train coaches and administrators. Little League offers guidelines to community leagues and training and information for volunteers.

Nonetheless, in recent years youth sports officials have found themselves forced into unforeseen roles: crime investigator, mediator and crisis management specialist.

“You start out wanting to help kids and you end up doing things you never thought you’d have to do,” said Mr. Babayan, no longer the Tri-Boro Soccer Club president.

When Mr. Farley concluded his 73-second apology to hundreds of young soccer players, Mr. Babayan, who had exposed Mr. Farley’s embezzlement, was standing a few feet away. As Mr. Farley dropped one arm and uncomfortably raised his gaze to the crowd, Mr. Babayan diplomatically stepped forward to grasp the microphone from Mr. Farley’s clenched fist.

The children appeared confused. The parents were miffed. An awkward silence enveloped the grounds.

“No one had ever seen anything like that before,” Mr. Babayan said.

Eventually, the players stood and separated into groups. It was time to play.

Correction: *July 10, 2016*

An earlier version of this article misstated the name of the organization that attempts to mitigate embezzlement in youth sports. It is the Center for Fraud Prevention, not the Center for Fraud Protection.

Susan C. Beachy and Doris Burke contributed research.



November 2016 Activity Report

Current Activity:

Birmingham Swim League (BSL) took over maintenance of the Wald Park pool on September 6th once the summer season ended. BSL coaching staff has worked each day to keep pool chemicals in balance and clean all three pools. Pool has recently been covered to preserve heat and chemicals each day.

BSL returned to practice at Wald Park on Monday, August 22. Currently our groups practice at Wald Park from 5:00pm-7:30pm on Monday through Friday, and Monday & Thursday from 5:30-6:30am.

Upcoming Activity:

In December BSL swimmers will compete at the Alabama High School Championships for the respective school, and at least one swimmer will compete at USA swimming Winter Junior National Championship in Ohio. In January BSL will host a meet for local teams at the Birmingham Crossplex.

Long Range Activity:

BSL will compete in the Southeastern Swimming LSC Championships in Auburn, AL at the end of February, as well as the USA Swimming Winter Junior National Championship in Ohio beginning of December.

We are currently accepting new swimmers on a regular basis and will continue to do so throughout the summer and fall. Registration is available by contacting Swim4BSL@gmail.com or by visiting BirminghamSwimLeague.org

LIBERTY PARK CONCESSIONS, LLC

An Affiliate of Turner Food Systems
Post Office Box 660842
Vestavia Hills, Alabama 35266-0842
205.428.8700



November 8, 2016

Mr. Jason Burnett, Director of Parks and Recreation
City of Vestavia Hills Parks and Recreation Department
1973 Merryvale Road
Vestavia Hills, Alabama 35216

SUBJECT: Concession Agreement Rebate / Revenue Share – October 2016

Mr. Burnett,

In accordance with the Concession Agreement for Recreational Facilities for the City of Vestavia Hills between Turner Food Systems, and the City of Vestavia Hills, the rebate fee / revenue share for October 2016 is enclosed.

Gross revenue receipts for concession operations at the City of Vestavia Hills Park and Recreation Facilities for the month of October 2016 were \$19,396.20. Based on these revenue receipts, the rebate fee / revenue share to the City of Vestavia Hills Parks and Recreation Department is \$2,909.43.

Gross revenue receipts for operations at the City of Vestavia Hills Park and Recreation Facilities year-to-date are \$160,887.17. The rebate fee / revenue share to the City of Vestavia Hills Parks and Recreation Department year-to-date is \$24,133.08.

Spreadsheets reflecting the daily revenue, sales tax collection and rebate fee / revenue share by facility and a cumulative summary are enclosed.

All sales taxes collected on the gross revenue receipts from the City of Vestavia Hills Parks and Recreation Facilities will be reported to the appropriate government agencies as follows:

SALES TAX	October Tax Receipts	YTD Tax Receipts
City of Vestavia Hills	\$ 594.99	\$ 4,839.68
Jefferson County	\$ 405.99	\$ 3,237.88
State of Alabama	\$ 811.82	\$ 6,471.52
TOTALS	<u>\$1,812.80</u>	<u>\$14,549.08</u>

SUBJECT: Concession Agreement Rebate / Revenue Share – October 2016
 Page Two

The gross revenue receipts, which are the basis for the rebate fee / revenue share for October 2016, with a comparison against the same period for the previous calendar year, were derived from the following facilities:

FACILITY	October 2016 Receipts	October 2015 Receipts	YTD 2016 Receipts	YTD 2015 Receipts	October Rebate Fee	YTD Rebate Fee
Adult Softball	\$ 1,115.36	\$ 0.00	\$ 29,007.10	\$ 41,111.42	\$ 167.30	\$ 4,351.07
Youth Softball	\$ 417.89	\$ 964.45	\$ 14,632.55	\$ 23,995.18	\$ 62.68	\$ 2,194.88
Soccer	\$ 3,953.21	\$ 1,967.56	\$ 8,937.38	\$ 8,580.87	\$ 592.98	\$ 1,340.61
Sicard Hollow	\$12,930.85	\$15,370.47	\$ 65,281.71	\$ 73,868.66	\$1,939.63	\$ 9,792.26
Cahaba Heights	\$ 0.00	\$ 462.61	\$ 14,094.05	\$ 18,462.33	\$ 0.00	\$ 2,114.11
Wald Park	\$ 978.89	\$1,097.93	\$ 28,934.38	\$ 35,601.57	\$ 146.84	\$ 4,340.15
Other*	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,194.94	\$ 0.00	\$ 0.00
TOTALS	<u>\$19,396.20</u>	<u>\$19,863.02</u>	<u>\$160,887.17</u>	<u>\$206,814.97</u>	<u>\$2,909.43</u>	<u>\$24,133.08</u>

*Includes external Points of Sale (POS) sites and third party vendors

If there are any questions or comments, please contact the undersigned at 205.428.8700 (office), 205.515.4828 (cell) or Trenton@TurnerFoodSystems.com (e-mail).

Sincerely,

Trenton Turner, Jr.

Encls
as

Liberty Park Concessions, LLC
 Cumulative
 Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
 Sales Tax / Rebate

October 2016		RECEIPTS					REBATE	
		Revenue	City of Vestavia Hills	Jefferson County	State of Alabama	TOTAL	VHPRD	
1	Sat	\$ 2,791.51	\$ 83.75	\$ 55.83	\$ 111.66	\$ 3,042.75	\$ 418.73	\$
2	Sun	\$ 2,183.49	\$ 65.50	\$ 43.68	\$ 87.33	\$ 2,380.00	\$ 327.52	\$
3	Mon	\$ 647.48	\$ 19.42	\$ 12.95	\$ 25.90	\$ 705.75	\$ 97.12	\$
4	Tue	\$ 1,461.24	\$ 43.84	\$ 29.22	\$ 58.45	\$ 1,592.75	\$ 219.19	\$
5	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$
6	Thur	\$ 364.90	\$ 10.95	\$ 7.30	\$ 14.60	\$ 397.75	\$ 54.74	\$
7	Fri	\$ 37.84	\$ 1.14	\$ 0.76	\$ 1.51	\$ 41.25	\$ 5.68	\$
8	Sat	\$ 466.05	\$ 13.98	\$ 9.33	\$ 18.64	\$ 508.00	\$ 69.91	\$
9	Sun	\$ 837.14	\$ 25.11	\$ 16.76	\$ 33.49	\$ 912.50	\$ 125.57	\$
10	Mon	\$ 531.87	\$ 15.97	\$ 10.64	\$ 21.27	\$ 579.75	\$ 79.78	\$
11	Tue	\$ 996.02	\$ 15.97	\$ 19.92	\$ 39.84	\$ 1,071.75	\$ 149.40	\$
12	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$
13	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$
14	Fri	\$ 156.19	\$ 4.69	\$ 3.12	\$ 6.25	\$ 170.25	\$ 23.43	\$
15	Sat	\$ 791.97	\$ 23.76	\$ 15.84	\$ 31.68	\$ 863.25	\$ 118.80	\$
16	Sun	\$ 876.14	\$ 26.29	\$ 17.53	\$ 35.04	\$ 955.00	\$ 131.42	\$
17	Mon	\$ 1,073.39	\$ 32.20	\$ 21.47	\$ 42.94	\$ 1,170.00	\$ 161.01	\$
18	Tue	\$ 100.46	\$ 30.01	\$ 20.01	\$ 40.02	\$ 190.50	\$ 15.07	\$
19	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$
20	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$
21	Fri	\$ 88.99	\$ 2.67	\$ 1.78	\$ 3.56	\$ 97.00	\$ 13.35	\$
22	Sat	\$ 413.99	\$ 12.42	\$ 8.28	\$ 16.56	\$ 451.25	\$ 62.10	\$
23	Sun	\$ 1,308.49	\$ 39.25	\$ 26.18	\$ 52.33	\$ 1,426.25	\$ 196.27	\$
24	Mon	\$ 388.30	\$ 11.65	\$ 7.77	\$ 15.53	\$ 423.25	\$ 58.25	\$
25	Tue	\$ 716.97	\$ 21.51	\$ 14.34	\$ 28.68	\$ 781.50	\$ 107.55	\$
26	Wed	\$ 674.09	\$ 20.22	\$ 13.48	\$ 26.96	\$ 734.75	\$ 101.11	\$
27	Thur	\$ 79.36	\$ 2.38	\$ 1.59	\$ 3.17	\$ 86.50	\$ 11.90	\$
28	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$
29	Sat	\$ 1,536.01	\$ 46.08	\$ 30.72	\$ 61.44	\$ 1,674.25	\$ 230.40	\$
30	Sun	\$ 874.31	\$ 26.23	\$ 17.49	\$ 34.97	\$ 953.00	\$ 131.15	\$
31	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$
TOTALS		\$ 19,396.20	\$ 594.99	\$ 405.99	\$ 811.82	\$ 21,209.00	\$ 2,909.43	\$

Liberty Park Concessions, LLC

Cumulative

Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama

Sales Tax / Rebate

Cumulative 2016	RECEIPTS					TOTAL	REBATE	
	Revenue	City of Vestavia Hills	Jefferson County	State of Alabama			VHPRD	
January	\$ 1,793.34	\$ 53.80	\$ 35.87	\$ 71.74	\$ 1,954.75	\$	269.00	
February	\$ 5,930.29	\$ 177.91	\$ 118.61	\$ 237.19	\$ 6,464.00	\$	889.54	
March	\$ 24,993.57	\$ 749.84	\$ 499.82	\$ 999.77	\$ 27,243.00	\$	3,749.04	
April	\$ 33,579.08	\$ 1,007.33	\$ 671.66	\$ 1,343.18	\$ 36,601.25	\$	5,036.86	
May	\$ 29,259.42	\$ 877.76	\$ 585.17	\$ 1,170.40	\$ 31,892.75	\$	4,388.91	
June	\$ 17,267.60	\$ 518.03	\$ 345.40	\$ 690.72	\$ 18,821.75	\$	2,590.14	
July	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-	
August	\$ 15,301.37	\$ 459.04	\$ 308.04	\$ 612.05	\$ 16,680.50	\$	2,295.21	
September	\$ 13,366.30	\$ 400.98	\$ 267.32	\$ 534.65	\$ 14,569.25	\$	2,004.95	
October	\$ 19,396.20	\$ 594.99	\$ 405.99	\$ 811.82	\$ 21,209.00	\$	2,909.43	
November	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-	
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-	
TOTALS	\$ 160,887.17	\$ 4,839.68	\$ 3,237.88	\$ 6,471.52	\$ 175,436.25	\$	24,133.08	

Liberty Park Concessions, LLC
Adult Softball Complex at Liberty Park
Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
Sales Tax / Rebate

October 2016		RECEIPTS					REBATE	
		Revenue	City of Vestavia Hills	Jefferson County	State of Alabama	TOTAL	VHPRD	
1	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	Sun	\$ 223.85	\$ 6.72	\$ 4.48	\$ 8.95	\$ 244.00	\$ 33.58	\$ -
3	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	Sun	\$ 171.79	\$ 5.15	\$ 3.44	\$ 6.87	\$ 187.25	\$ 25.77	\$ -
10	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Sun	\$ 259.86	\$ 7.80	\$ 5.20	\$ 10.39	\$ 283.25	\$ 38.98	\$ -
17	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Sun	\$ 285.55	\$ 8.57	\$ 5.71	\$ 11.42	\$ 311.25	\$ 42.83	\$ -
24	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
27	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
29	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Sun	\$ 174.31	\$ 5.23	\$ 3.49	\$ 6.97	\$ 190.00	\$ 26.15	\$ -
31	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS		\$ 1,115.36	\$ 33.47	\$ 22.32	\$ 44.60	\$ 1,215.75	\$ 167.30	\$ -

**Liberty Park Concessions, LLC
 Adult Softball Complex at Liberty Park
 Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
 Sales Tax / Rebate**

Cumulative 2016	RECEIPTS					TOTAL	REBATE	
	Revenue	City of Vestavia Hills	Jefferson County	State of Alabama			VHPRD	
January	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
February	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
March	\$ 2,326.60	\$ 69.81	\$ 46.52	\$ 93.07	\$ 2,536.00	\$ 348.99	\$ -	\$ -
April	\$ 4,850.68	\$ 145.51	\$ 97.02	\$ 194.04	\$ 5,287.25	\$ 727.60	\$ -	\$ -
May	\$ 12,457.12	\$ 373.70	\$ 249.13	\$ 498.30	\$ 13,578.25	\$ 1,868.57	\$ -	\$ -
June	\$ 6,509.86	\$ 195.29	\$ 130.21	\$ 260.39	\$ 7,095.75	\$ 976.48	\$ -	\$ -
July	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
August	\$ 1,613.54	\$ 48.40	\$ 32.27	\$ 64.54	\$ 1,758.75	\$ 242.03	\$ -	\$ -
September	\$ 133.94	\$ 4.02	\$ 2.68	\$ 5.36	\$ 146.00	\$ 20.09	\$ -	\$ -
October	\$ 1,115.36	\$ 33.47	\$ 22.32	\$ 44.60	\$ 1,215.75	\$ 167.30	\$ -	\$ -
November	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 29,007.10	\$ 870.20	\$ 580.15	\$ 1,160.30	\$ 31,617.75	\$ 4,351.07	\$ -	\$ -

Liberty Park Concessions, LLC
 Youth Softball Complex at Liberty Park
 Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
 Sales Tax / Rebate

October 2016		RECEIPTS				REBATE	
		Revenue	City of Vestavia Hills	Jefferson County	State of Alabama	TOTAL	VHPRD
1	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	Sun	\$ 293.12	\$ 8.79	\$ 5.87	\$ 11.72	\$ 319.50	\$ 43.97
3	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	Sun	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Sun	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Sat	\$ 124.77	\$ 3.74	\$ 2.50	\$ 4.99	\$ 136.00	\$ 18.72
23	Sun	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
27	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
29	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Sun	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
31	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS		\$ 417.89	\$ 12.53	\$ 8.37	\$ 16.71	\$ 455.50	\$ 62.68

Liberty Park Concessions, LLC
Youth Softball Complex at Liberty Park
Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
Sales Tax / Rebate

Cumulative 2016	RECEIPTS				TOTAL	REBATE VHPRD
	Revenue	City of Vestavia Hills	Jefferson County	State of Alabama		
January	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
February	\$ 1,658.50	\$ 49.75	\$ 33.17	\$ 66.33	\$ 1,807.75	\$ 248.78
March	\$ 3,904.14	\$ 117.13	\$ 78.07	\$ 156.16	\$ 4,255.50	\$ 585.62
April	\$ 3,856.85	\$ 115.71	\$ 77.15	\$ 154.29	\$ 4,204.00	\$ 578.53
May	\$ 4,686.00	\$ 140.58	\$ 93.72	\$ 187.45	\$ 5,107.75	\$ 702.90
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
July	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
August	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
September	\$ 109.17	\$ 3.28	\$ 2.18	\$ 4.37	\$ 119.00	\$ 16.38
October	\$ 417.89	\$ 12.53	\$ 8.37	\$ 16.71	\$ 455.50	\$ 62.68
November	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 14,632.55	\$ 438.98	\$ 292.66	\$ 585.31	\$ 15,949.50	\$ 2,194.88

Liberty Park Concessions, LLC
Soccer Complex at Liberty Park
Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
Sales Tax / Rebate

October 2016		RECEIPTS				TOTAL	REBATE
		Revenue	City of Vestavia Hills	Jefferson County	State of Alabama		VHPRD
1	Sat	\$ 1,900.23	\$ 57.01	\$ 38.00	\$ 76.01	\$ 2,071.25	\$ 285.03
2	Sun	\$ 919.73	\$ 27.59	\$ 18.39	\$ 36.79	\$ 1,002.50	\$ 137.96
3	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Sat	\$ 430.27	\$ 12.91	\$ 8.61	\$ 17.21	\$ 469.00	\$ 64.54
9	Sun	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Sat	\$ 171.56	\$ 5.15	\$ 3.43	\$ 6.86	\$ 187.00	\$ 25.73
16	Sun	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Sun	\$ 68.81	\$ 2.06	\$ 1.38	\$ 2.75	\$ 75.00	\$ 10.32
24	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
27	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
29	Sat	\$ 364.90	\$ 10.95	\$ 7.30	\$ 14.60	\$ 397.75	\$ 54.74
30	Sun	\$ 97.71	\$ 2.93	\$ 1.95	\$ 3.91	\$ 106.50	\$ 14.66
31	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS		\$ 3,953.21	\$ 118.60	\$ 79.06	\$ 158.13	\$ 4,309.00	\$ 592.98

Liberty Park Concessions, LLC
Soccer Complex at Liberty Park
Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
Sales Tax / Rebate

Cumulative 2016	RECEIPTS					TOTAL	REBATE	
	Revenue	City of Vestavia Hills	Jefferson County	State of Alabama			VHPRD	
January	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
February	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
March	\$ 67.43	\$ 2.02	\$ 1.35	\$ 2.70	\$ 73.50	\$ 10.11	\$ -	\$ 10.11
April	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
May	\$ 415.14	\$ 12.45	\$ 8.30	\$ 16.61	\$ 452.50	\$ 62.27	\$ -	\$ 62.27
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
July	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
August	\$ 3,790.13	\$ 113.71	\$ 77.81	\$ 151.60	\$ 4,133.25	\$ 568.52	\$ -	\$ 568.52
September	\$ 711.47	\$ 21.34	\$ 14.23	\$ 28.46	\$ 775.50	\$ 106.72	\$ -	\$ 106.72
October	\$ 3,953.21	\$ 118.60	\$ 79.06	\$ 158.13	\$ 4,309.00	\$ 592.98	\$ -	\$ 592.98
November	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 8,937.38	\$ 268.12	\$ 180.75	\$ 357.50	\$ 9,743.75	\$ 1,340.61		\$ 1,340.61

Liberty Park Concessions, LLC
Athletic Complex at Sicard Hollow
Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
Sales Tax / Rebate

October 2016	RECEIPTS				TOTAL	COMMISSION VHPRD
	Revenue	City of Vestavia Hills	Jefferson County	State of Alabama		
1	\$ 891.28	\$ 26.74	\$ 17.83	\$ 35.65	\$ 971.50	\$ 133.69
2	\$ 499.77	\$ 14.99	\$ 10.00	\$ 19.99	\$ 544.75	\$ 74.97
3	\$ 647.48	\$ 19.42	\$ 12.95	\$ 25.90	\$ 705.75	\$ 97.12
4	\$ 1,461.24	\$ 43.84	\$ 29.22	\$ 58.45	\$ 1,592.75	\$ 219.19
5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	\$ 364.90	\$ 10.95	\$ 7.30	\$ 14.60	\$ 397.75	\$ 54.74
7	\$ 37.84	\$ 1.14	\$ 0.76	\$ 1.51	\$ 41.25	\$ 5.68
8	\$ 35.78	\$ 1.07	\$ 0.72	\$ 1.43	\$ 39.00	\$ 5.37
9	\$ 569.49	\$ 17.08	\$ 11.40	\$ 22.78	\$ 620.75	\$ 85.42
10	\$ 531.87	\$ 15.97	\$ 10.64	\$ 21.27	\$ 579.75	\$ 79.78
11	\$ 996.02	\$ 15.97	\$ 19.92	\$ 39.84	\$ 1,071.75	\$ 149.40
12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	\$ 156.19	\$ 4.69	\$ 3.12	\$ 6.25	\$ 170.25	\$ 23.43
15	\$ 620.41	\$ 18.61	\$ 12.41	\$ 24.82	\$ 676.25	\$ 93.06
16	\$ 428.44	\$ 12.85	\$ 8.57	\$ 17.14	\$ 467.00	\$ 64.27
17	\$ 1,073.39	\$ 32.20	\$ 21.47	\$ 42.94	\$ 1,170.00	\$ 161.01
18	\$ 100.46	\$ 30.01	\$ 20.01	\$ 40.02	\$ 190.50	\$ 15.07
19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	\$ 88.99	\$ 2.67	\$ 1.78	\$ 3.56	\$ 97.00	\$ 13.35
22	\$ 413.99	\$ 12.42	\$ 8.28	\$ 16.56	\$ 451.25	\$ 62.10
23	\$ 641.74	\$ 19.25	\$ 12.84	\$ 25.67	\$ 699.50	\$ 96.26
24	\$ 388.30	\$ 11.65	\$ 7.77	\$ 15.53	\$ 423.25	\$ 58.25
25	\$ 716.97	\$ 21.51	\$ 14.34	\$ 28.68	\$ 781.50	\$ 107.55
26	\$ 674.09	\$ 20.22	\$ 13.48	\$ 26.96	\$ 734.75	\$ 101.11
27	\$ 79.36	\$ 2.38	\$ 1.59	\$ 3.17	\$ 86.50	\$ 11.90
28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
29	\$ 1,171.11	\$ 35.13	\$ 23.42	\$ 46.84	\$ 1,276.50	\$ 175.67
30	\$ 341.74	\$ 10.25	\$ 6.84	\$ 13.67	\$ 372.50	\$ 51.26
31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 12,930.85	\$ 401.01	\$ 276.66	\$ 553.23	\$ 14,161.75	\$ 1,939.63

Liberty Park Concessions, LLC
Athletic Complex at Sicard Hollow
Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
Sales Tax / Rebate

Cumulative 2016	RECEIPTS					TOTAL	COMMISSION VHPRD
	Revenue	City of Vestavia Hills	Jefferson County	State of Alabama			
January	\$ 1,793.34	\$ 53.80	\$ 35.87	\$ 71.74	\$ 1,954.75	\$ 269.00	
February	\$ 4,166.74	\$ 125.01	\$ 83.34	\$ 166.66	\$ 4,541.75	\$ 625.01	
March	\$ 5,724.32	\$ 171.74	\$ 114.46	\$ 228.98	\$ 6,239.50	\$ 858.65	
April	\$ 10,811.43	\$ 324.34	\$ 216.25	\$ 432.48	\$ 11,784.50	\$ 1,621.71	
May	\$ 4,865.37	\$ 145.96	\$ 97.31	\$ 194.61	\$ 5,303.25	\$ 729.81	
June	\$ 3,099.06	\$ 92.97	\$ 62.01	\$ 123.96	\$ 3,378.00	\$ 464.86	
July	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
August	\$ 9,897.70	\$ 296.93	\$ 197.96	\$ 395.91	\$ 10,788.50	\$ 1,484.66	
September	\$ 11,992.90	\$ 359.78	\$ 239.86	\$ 479.71	\$ 13,072.25	\$ 1,798.94	
October	\$ 12,930.85	\$ 401.01	\$ 276.66	\$ 553.23	\$ 14,161.75	\$ 1,939.63	
November	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTALS	\$ 65,281.71	\$ 1,971.54	\$ 1,323.72	\$ 2,647.28	\$ 71,224.25	\$ 9,792.26	

Liberty Park Concessions, LLC
 Cahaba Heights Athletic Facility
 Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
 Sales Tax / Rebate

October 2016		RECEIPTS				REBATE	
		Revenue	City of Vestavia Hills	Jefferson County	State of Alabama	TOTAL	VHPRD
1	Sat	\$	-	\$	-	\$	-
2	Sun	\$	-	\$	-	\$	-
3	Mon	\$	-	\$	-	\$	-
4	Tue	\$	-	\$	-	\$	-
5	Wed	\$	-	\$	-	\$	-
6	Thur	\$	-	\$	-	\$	-
7	Fri	\$	-	\$	-	\$	-
8	Sat	\$	-	\$	-	\$	-
9	Sun	\$	-	\$	-	\$	-
10	Mon	\$	-	\$	-	\$	-
11	Tue	\$	-	\$	-	\$	-
12	Wed	\$	-	\$	-	\$	-
13	Thur	\$	-	\$	-	\$	-
14	Fri	\$	-	\$	-	\$	-
15	Sat	\$	-	\$	-	\$	-
16	Sun	\$	-	\$	-	\$	-
17	Mon	\$	-	\$	-	\$	-
18	Tue	\$	-	\$	-	\$	-
19	Wed	\$	-	\$	-	\$	-
20	Thur	\$	-	\$	-	\$	-
21	Fri	\$	-	\$	-	\$	-
22	Sat	\$	-	\$	-	\$	-
23	Sun	\$	-	\$	-	\$	-
24	Mon	\$	-	\$	-	\$	-
25	Tue	\$	-	\$	-	\$	-
26	Wed	\$	-	\$	-	\$	-
27	Thur	\$	-	\$	-	\$	-
28	Fri	\$	-	\$	-	\$	-
29	Sat	\$	-	\$	-	\$	-
30	Sun	\$	-	\$	-	\$	-
31	Mon	\$	-	\$	-	\$	-
TOTALS		\$	-	\$	-	\$	-

Liberty Park Concessions, LLC
Cahaba Heights Athletic Facility
Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
Sales Tax / Rebate

Cumulative 2016	RECEIPTS				TOTAL	REBATE	
	Revenue	City of Vestavia Hills	Jefferson County	State of Alabama		VHPRD	
January	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
February	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
March	\$ 4,746.09	\$ 142.38	\$ 94.92	\$ 189.86	\$ 5,173.25	\$ 711.91	711.91
April	\$ 6,491.29	\$ 194.73	\$ 129.85	\$ 259.63	\$ 7,075.50	\$ 973.69	973.69
May	\$ 2,856.67	\$ 85.70	\$ 57.13	\$ 114.25	\$ 3,113.75	\$ 428.50	428.50
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
July	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
August	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
September	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
October	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
November	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
TOTALS	\$ 14,094.05	\$ 422.81	\$ 281.90	\$ 563.74	\$ 15,362.50	\$ 2,114.11	2,114.11

Liberty Park Concessions, LLC
Wald Park / Exchange Field
Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
Sales Tax / Rebate

October 2016		RECEIPTS				TOTAL	REBATE
		Revenue	City of Vestavia Hills	Jefferson County	State of Alabama		VHPRD
1	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	Sun	\$ 247.02	\$ 7.41	\$ 4.94	\$ 9.88	\$ 269.25	\$ 37.05
3	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	Sun	\$ 95.86	\$ 2.88	\$ 1.92	\$ 3.84	\$ 104.50	\$ 14.38
10	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Sun	\$ 187.84	\$ 5.64	\$ 3.76	\$ 7.51	\$ 204.75	\$ 28.18
17	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Sun	\$ 187.62	\$ 5.63	\$ 3.75	\$ 7.50	\$ 204.50	\$ 28.14
24	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25	Tue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26	Wed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
27	Thur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28	Fri	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
29	Sat	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Sun	\$ 260.55	\$ 7.82	\$ 5.21	\$ 10.42	\$ 284.00	\$ 39.08
31	Mon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS		\$ 978.89	\$ 29.38	\$ 19.58	\$ 39.15	\$ 1,067.00	\$ 146.83

Liberty Park Concessions, LLC
Wald Park / Exchange Field
Vestavia Hills Parks and Recreation Facilities, Vestavia Hills, Alabama
Sales Tax / Rebate

Cumulative 2016	RECEIPTS					TOTAL	REBATE	
	Revenue	City of Vestavia Hills	Jefferson County	State of Alabama			VHPRD	
January	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
February	\$ 105.05	\$ 3.15	\$ 2.10	\$ 4.20	\$ 114.50	\$ 15.76	\$ -	\$ 15.76
March	\$ 8,224.99	\$ 246.76	\$ 164.50	\$ 329.00	\$ 8,965.25	\$ 1,233.75	\$ -	\$ 1,233.75
April	\$ 7,568.83	\$ 227.04	\$ 151.39	\$ 302.74	\$ 8,250.00	\$ 1,135.32	\$ -	\$ 1,135.32
May	\$ 3,979.12	\$ 119.37	\$ 79.58	\$ 159.18	\$ 4,337.25	\$ 596.87	\$ -	\$ 596.87
June	\$ 7,658.68	\$ 229.77	\$ 153.18	\$ 306.37	\$ 8,348.00	\$ 1,148.80	\$ -	\$ 1,148.80
July	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
August	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
September	\$ 418.82	\$ 12.56	\$ 8.37	\$ 16.75	\$ 456.50	\$ 62.82	\$ -	\$ 62.82
October	\$ 978.89	\$ 29.38	\$ 19.58	\$ 39.15	\$ 1,067.00	\$ 146.83	\$ -	\$ 146.83
November	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 28,934.38	\$ 868.03	\$ 578.70	\$ 1,157.39	\$ 31,538.50	\$ 4,340.16	\$ -	\$ 4,340.16

VESTAVIA HILLS YOUTH GIRLS BASKETBALL

Youth Girls Basketball Report for Parks and Recreation Board November 2016

Our “Girls Night Out” Fall Basketball Training Sessions began on November 27th and ran on Tuesday nights through October 18th. We do skill lessons for two hours for all skill levels. The high school girls program helped by having their players work with ours at these programs. We feel this will help better align our Rec program with the school programs.

The “Girls Night Out” Training programs have had record numbers this year. We are averaging about 50 girls per training date. In previous years numbers have been in the 10-20 on average! We are very excited and encouraged about these numbers.

Registration closed on October 21st of this year. We ended up with 188 girls, about the same as the 190 from last year. We just wrapped up evaluations and drafts and ended up with the following number of teams:

8U 10 teams
10U 10 Teams
12U 5 Teams

We are looking forward to having a great season.

Let me know if you have any questions.

Best,

Patrick Osborne
Vestavia Hills Youth Girls Basketball Board



VESTAVIA HILLS SOCCER CLUB

*HOME OF THE ATTACK
HOME OF THE STEAMERS*

1973 Merryvale Road
Vestavia Hills, AL 35216
www.vestaviasoccer.com

Tel: 205-978-0182
Fax: 205-824-5018
E-mail: yhsoccer@bellsouth.net

Soccer Club Report for Parks and Recreation Board November, 2016

Fall soccer is coming down to the final months. Next weekend is the Division I State Cup in Foley....all ten of our top teams (u15-u19, boys and girls) have qualified for the semi- finals next Saturday.

Recreational soccer had a great season, due partially to no rain outs and great facilities.

The TopSoccer Program just finished its third season, a big thanks to LAX for adjusting their times to let us get on field #5 at SHAC.

Also, thanks to the city for allowing us to use the SHAC meeting room for our Free ACT Prep classes- we have had about 32 students this fall, and have now taught over 100 students since the program's inception four years ago!

Let me know if you have any questions or concerns.

**Respectfully submitted by:
Rocky Harmon
Executive Director**

Let's Play Vestavia Report for the Parks and Recreation Board November 2016

We had a quite fall at the SHAC. With all the regularly scheduled activities and leagues, there is not much time for outside field rental during this time frame.

We were able to host two events- the events held at this facility included:

31 Regional soccer games in October
Howard University Women's Varsity- two matches

Let me know if you have any questions or comments.

Respectfully submitted,
Rocky Harmon
VestaviaEvents LLC

VSA

Registrations/Swimmers

140 in 2016

130 in 2015

210 in 2014

We ended the 2016 season with good results and slightly higher numbers than last year. Our swimmers grew in skill, no doubt to the head coach we were able to secure, Nick Lambert, who coaches swimming year round at the Vestavia YMCA. The board received all positive comments on Nick and his staff. We are convinced that Nick brought new swimmers to the VSA summer program, and in turn will likely help grow the YMCA year round program by engaging younger swimmers in year round swimming, creating a net positive number for all parties.

The staff of the pool was easy to work with and was accommodating and we feel we are continuing a good relationship. We would like to see a resurfacing of the starting blocks.

The board is complete and has additional people willing to serve who have considerable summer and year round swimming experience. Our board is meeting regularly in person and we have updated our bylaws which I will pass on to you after a recent suggestion for change is voted on. The members are:

Rebecca Hartsough

Monica Carroll

Jennifer Hunsberger

Derrell Winter

Amanda Dixon

Kathryn Lott

Vestavia Swim Association Statement of Activity January 1 - September 8, 2016

	Total
Revenue	
Concession Revenue	842.62
Family Fun Night Income	350.00
Meet Entry Fee Income	1,149.00
Registration Fees	22,571.39
Discounts	-228.00
Refunds-Allowances	-280.00
Total Registration Fees	22,063.39

Total Revenue	\$24,405.01
Gross Profit	\$24,405.01
Expenditures	
Advertising	359.20
Bank Charges	86.67
Concesssion Expense	342.61
Dues & Subscriptions	53.95
Family Fun Night	394.47
JSSC Registration Fees	1,520.00
Meet Entry Fees	1,717.00
Office Expenses	488.18
Payroll - Hourly Coaches	2,939.52
Payroll - Salaried	8,500.00
Repair & Maintenance	232.28
Ribbons	359.05
T-Shirts	1,318.08
Trophies	519.98
Vestavia Park and Rec Fees	4,050.00
Total Expenditures	\$22,880.99
Net Operating Revenue	\$1,524.02
Other Revenue	
Interest Earned	1.35
Total Other Revenue	\$1.35
Net Other Revenue	\$1.35
Net Revenue	\$1,525.37

Thursday, Sep 08, 2016 12:12:38 PM PDT GMT-5 - Cash Basis

This report was created using QuickBooks Online Simple Start.

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Derrell Winter

205-837-5005

Vestavia Swim Association

STATEMENT OF ACTIVITY

January - October, 2016

	TOTAL
REVENUE	
Concession Revenue	791.12
Family Fun Night Income	350.00
Meet Entry Fee Income	1,528.00
Registration Fees	22,571.39
Discounts	-228.00
Refunds-Allowances	-280.00
Total Registration Fees	22,063.39
Total Revenue	\$24,732.51
GROSS PROFIT	\$24,732.51
EXPENDITURES	
Advertising	359.20
Bank Charges	86.67
Concesssion Expense	392.61
Dues & Subscriptions	53.95
Family Fun Night	394.47
JSSC Registration Fees	1,520.00
Meet Entry Fees	1,717.00
Office Expenses	505.00
Payroll - Hourly Coaches	3,539.52
Payroll - Salaried	9,200.00
Repair & Maintenance	232.28
Ribbons	359.05
T-Shirts	1,318.08
Trophies	519.98
Vestavia Park and Rec Fees	4,050.00
Total Expenditures	\$24,247.81
NET OPERATING REVENUE	\$484.70
OTHER REVENUE	
Interest Earned	1.71
Total Other Revenue	\$1.71
NET OTHER REVENUE	\$1.71
NET REVENUE	\$486.41

Vestavia Swim Association

STATEMENT OF FINANCIAL POSITION

As of October 31, 2016

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Operating Account (XXXXXX 3240)	9,856.41
Total Bank Accounts	\$9,856.41
Total Current Assets	\$9,856.41
TOTAL ASSETS	\$9,856.41
LIABILITIES AND EQUITY	
Total Liabilities	
Equity	
Opening Balance Equity	9,370.00
Retained Earnings	0.00
Net Revenue	486.41
Total Equity	\$9,856.41
TOTAL LIABILITIES AND EQUITY	\$9,856.41