

**AMENDMENT NO. 3  
TO  
PERMIT AGREEMENT  
AC-17-0001-DR**



**LAKE STANLEY DRAPER MARINA & CONCESSION**

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**THIS AMENDMENT NO. 3** extension will provide staff time to complete preparation of a Request for Proposals (RFP) to meet service requirements that will be presented for consideration on a future date. The Amendment No. 3 to Permit Agreement is entered into, as of the date hereinafter set forth, by and among the Oklahoma City Water Utilities Trust, a public trust (hereinafter also referred to as OCWUT), the City of Oklahoma City, a municipal corporation organized and existing pursuant to the laws of the State of Oklahoma, (hereinafter referred to as "Oklahoma City"), and JTD Recreations, LLC, a limited liability company licensed by the State of Oklahoma pursuant to Title 18 of the Oklahoma Statutes, Section 2011 (hereinafter referred to as "JTD"). The Permit Agreement hereinafter being amended was originally agreed upon on January 31, 2017. The paragraphs and/or attachments, listed below, hereby modify and replace the corresponding paragraphs and/or attachments in the January 31, 2017, Permit Agreement. All other provisions of the January 31, 2017, Permit Agreement, not modified herein, shall remain in full force and effect.

**2. PERMIT TERM**

The existing Permit Agreement term will be extended from July 1, 2024, through December 31, 2024, provided, however, this Permit Agreement or any portion or any privileges granted hereunder may be terminated immediately by the OCWUT at its sole discretion.

**3. CONSIDERATION**

A. JTD agrees to provide professional services related to the management and operation of the Marina and Concessions and Campground as provided in this Permit and Attachment "F" (Scope of Work).

B. OCWUT agrees to pay JTD a monthly compensation of \$9,062.17 during the extension period of this agreement in accordance with this Permit and Attachment "F", for the management, operation, and maintenance of the Marina and Concessions Seasonal Operation, and Campground Management. Permittee agrees to submit monthly claims for services rendered and a detailed log listing any violations found and the dates and times that JTD staff performed campground inspections, wet and dry boat stall inspections, and cleaning of the playground restroom from the previous calendar month no later than the fifth day of the following month. Oklahoma City and OCWUT agree to process the claim in a timely manner.

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This Amendment No. 3 to the Permit Agreement was executed by Dana Aberle, on this 6<sup>th</sup>  
day of May, 2024.

A handwritten signature in blue ink, appearing to read "D Aberle".

Dana Aberle  
Vice-President and Chief Financial Officer  
JTD Recreations, LLC

Signed and sworn to, before me this 6 day of May  
2024.

A handwritten signature in blue ink, appearing to read "Priscilla Vasquez".

Notary Public

My Commission Expires: 04/21/2025



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This Amendment No. 3 to the Permit Agreement was approved by the Oklahoma City Water Utilities Trust this 4TH day of JUNE, 2024.

**ATTEST:**

**OKLAHOMA CITY WATER UTILITIES TRUST**

Amy K Simpson  
Secretary



Joe Cook  
Chairman

This Amendment No. 3 to the Permit Agreement was approved by The City of Oklahoma City this 4TH day of JUNE, 2024.

**ATTEST:**

**THE CITY OF OKLAHOMA CITY**

Amy K Simpson  
City Clerk



David Holt  
Mayor

Reviewed for form and legality.

Frank Green  
ASSISTANT MUNICIPAL COUNSELOR

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**ATTACHMENT "F"**

*Scope of Work*



## **JTD Recreations LLC**

### **Scope of Work**

Per our Teams Meeting on April 25th, JTD Recreations LLC is pleased to present the following proposal and option for the continued operations of the Lake Stanley Draper Marina.

Our proposal detailed below includes the offering of 'core' marina services. The proposal also includes optional service reductions during "Off-season" and increases during "Peak-season" that can be incorporated to better match services to demand.

### **SCOPE OF WORK DETAILS**

Term: Extension of current agreement from June 30, 2024 to December 31, 2024.

JTD will offer certain ancillary activities/services such as:

- Sale of snacks/concession items
- Sale of non-alcoholic drinks (soda, water, sports drinks, etc.)
- Sale of convenience items (rods, reels, lures, tubes, coolers, picnic supplies, bagged ice, etc.)
- Sale of bait (worms, minnows, catfish bait, etc.)
- Offering Grab & Go Hot Food (pizza, wings, etc.) during summer season.

Services to be provided / improvements to service include:

- Increase staffing (increase base wage to ensure quality applicants).
- Creating and implementing a Lake Stanley Draper information area.
- Increasing the number of computers to provide a quicker transaction for the customer wanting to purchase a city permit and/or state license.
- Providing a printer for those customers that would prefer a printed permit.
- Management / assistance with Wet and Dry Storage
- Overall Aerial Map of key areas (parking lots, fishing piers, boat ramps, airfield, trails, etc.)
- Detailed Campsite Map
- Implementing a social media platform
- Utilizing the social media platform to provide lake activities offered and suitable information
- Enhanced Seating area
- Offering wifi/internet to customers
- 4x daily cleaning / oversight of new playground restrooms
- Campground management assistance

**Core Operations: \$101,821 annually (CPI adjusted from previous contract & amendment)**

*Months: September through February*

M-F Hours per day: 6

Sat-Sun Hours per day: 8

Days per week: 6

Closed one day per week. *Months:*

*March through August* M-F Hours

per day: 9

Sat-Sun Hours per day: 10

Closed: Thanksgiving Day, Christmas Eve day, Christmas Day, New Year's Day, and days when OKC Offices are closed due to inclement weather

Core Services include Campground Management

Daily Monitoring

JTD proposes to manage the Draper Lake Campground on a daily basis. Inspecting the campsites to ensure the campground sites are in good condition and items are in working order. JTD agrees to:

- Perform a visual inspection of the campgrounds to confirm the site is in good working order and identify any maintenance issues. If issues are identified, JTD agrees to notify Utilities Administration. The visual inspection shall include, but not be limited to:
  - o Pad sites
  - o Campsite grills
  - o Trash receptacles
  - o Portable toilets
  - o Water faucets
- Monitor campground permittees to ensure code compliancy. Should JTD find any code violations, JTD agrees to notify Utilities Administration.
- Post notices as required for code violations
- Notify the Oklahoma City Police Department (OCPD) should a permittee not comply with a Notice to Correct, have an expired permit, or be in violation of the Municipal Code.

**Playground Restroom Cleaning: \$6,925 annually (CPI adjusted from previous contract & amendment)**

4x Daily Monitoring for all days concession is open/operating

JTD will clean both restrooms, provide cleaning supplies and consumable supplies for the restrooms