



February 24, 2020

VIA OnTrac
Tim Sheeper
Team Sheeper, Inc.
501 Laurel Street
Menlo Park, CA 94025

RE: Mutual agreement to suspend Belle Haven Pool operations

Dear Mr. Sheeper,

The Professional Services Agreement between the City of Menlo Park ("City") and Team Sheeper, Inc. dated March 27, 2018 (Agreement) requires that either party can request an evaluation of the terms and conditions of the agreement or termination as long as they provide 180 days prior to the expiration of the term of extended term. For the current agreement term which ends on August 31, 2020, the notice must be provided by February 29. This letter confirms that the City of Menlo Park provided notice to you on February 24, 2020, of its intent to re-examine the Agreement/terminate. This notice was given in light of the City's current plan to temporarily close the Belle Haven Pool to allow for the renovation of the Onetta Harris Community Center.

This letter further confirms that effective October 1, 2020, the City and Team Sheeper, Inc., by mutual agreement, are hereby suspending the provisions of the Agreement only to the extent it applies to the operation and use of the Belle Haven Pool located at 100 Terminal Avenue.

As part of the current agreement, the City pays Team Sheeper a management fee of \$5,000 per month or \$60,000 per year for the operation of the Belle Haven pool. The agreement states that if the services at Belle Haven pool are terminated, the management fee shall also terminate. This letter confirms, that by mutual agreement, the City shall terminate the \$60,000 management fee to Team Sheeper, Inc. to subsidize the operation of the Belle Haven Pool.

All other terms of the Agreement shall remain in place.

Thank you for your continuing partnership in operating the City's pools.

Please indicate your agreement to the above terms by signing below.

Sincerely,

CITY OF MENLO PARK
By: DocuSigned by:
Starla Jerome-Robinson
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TEAM SHEEPER, Inc.
501 Laurel Street
Menlo Park, CA 94025
By: DocuSigned by:
Tim Sheeper
09FDB12D95194EC
Tim Sheeper, Chief Executive Officer