



**CONTRACTS AND CONCESSIONS COMMITTEE  
of the PARKS AND RECREATION BOARD**

Tuesday, October 11, 2016 - 12:00 p.m.

**Parks and Recreation Department Main Office**

200 S. Lamar Blvd.

Austin, Texas 78704

**MINUTES**

**A. CALL TO ORDER**

Chair Casias called the meeting to order at 12:00 p.m.

Committee Members in Attendance:

Michael Casias, Chair; Rick Cofer; Richard DePalma; Alesha Larkins;  
Jane Rivera, ex-officio

Board Members Absent:

Francoise Luca

**B. APPROVAL OF MINUTES**

1. Approve the minutes of the Contracts and Concessions Committee meeting of September 13, 2016.

Committee Member DePalma made a motion to approve the minutes of the Contracts and Concessions Committee meeting of September 13, 2016. Board Member Larkins seconded the motion. The motion carried on a vote of 4-0-0 with Committee Member Luca absent.

**C. CITIZEN COMMUNICATION**

None.

**D. NEW BUSINESS: DISCUSSION AND ACTION ITEMS**

2. **Discussion and Possible Action Item:** PARD staff requests that the Concessions and Contracts Committee make a recommendation to the Parks and Recreation Board to recommend to the City Council the authorization of the negotiation and execution of a professional services agreement with Jaime Beaman AIA, INC./ Casabella Architects to provide design and planning services for the Emma S. Barrientos Mexican American Cultural Center in an amount not to exceed \$360,000.

Committee Member Cofer made a motion to recommend to the Parks and Recreation Board to recommend to the City Council the authorization of the negotiation and execution of a professional services agreement with Jaime Beaman AIA, INC./ Casabella Architects in an amount not to exceed \$360,000. It was further motioned to recommend including parking plan, addressing site and facility

security, bathroom allocation, financing, and management structures in the Scope of Work. Committee Member DePalma seconded the motion. The motion carried on a vote of 4-0-0 with Committee Member Luca absent. The item is to be placed on the consent agenda of the Parks and Recreation Board meeting.

**3. Discussion and Action Item: Draft Annual Concession Report**

Gerard Bickham, Contract Administrator, introduced the Draft Annual Concession Report.

Committee Member DePalma made a motion to recommend to the Parks and Recreation Board to approve the Annual Concessions Report with amendments. Committee Member Larkins seconded the motion. The motion carried on a vote of 4-0-0 with Committee Member Luca absent.

**4. Discussion and Possible Action: Update on Investigation of Possible Concession Opportunities**

Michael Casias, Committee Chair, facilitated the discussion on future concessions and solicitation methods with the Parks and Recreation Department Contract staff.

**D. FUTURE AGENDA ITEMS**

Committee Chair Casias requested a discussion item on the Concession Policy update process.

**E. ADJOURNMENT**

Committee Chair Casias adjourned the meeting at 1: 20 p.m.