



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

Tuesday, November 17, 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; Richard DePalma; Francoise Luca; Alesha Larkins

Jane Rivera, ex-officio

#### Committee Members Absent:

Rick Cofer

### **B. APPROVAL OF MINUTES**

1. Approve the minutes of the Contracts and Concessions Committee meeting of October 11, 2016.

Committee Member DePalma made a motion to approve the minutes of the Contracts and Concessions Committee meeting of October 11, 2016. Committee Member Larkins seconded the motion. The motion carried on a vote of 4-0-0 with Committee Member Cofer of dais.

### **C. CITIZEN COMMUNICATION**

None.

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

2. Discussion and action: Adoption of the Contracts and Concessions Committee meeting schedule for calendar year 2017

Committee Member DePalma moved to adopt the 2017 Contracts and Concessions Committee meeting schedule with changing the March 14, 2017 meeting date to March 7, 2017. Committee Member Luca seconded the motion. The motion carried on a vote of 4-0-0 with Committee Member Cofer off dais.

### **E. BRIEFING ITEMS**

3. Briefing: Working Group vs. Committee  
Vera Labriola, Business Process Specialist, provided an overview of differences between working groups and committees as they relate to Boards and Commissions.

## **F. DISCUSSION ITEMS**

4. Discussion: PARB Bylaws Recommendation Relating to Contracts and Concessions Committee Language

Michael Casias, Committee Chair, facilitated the discussion on PARB Bylaws Recommendation Relating to Contracts and Concessions Committee Language.

To recommend to the Board to amend the Bylaws to include concessions planning and in the meantime to recommend to the Board to establish a working group.

5. Auditorium Shores Request for Application

Beverly Mendez, Acting Division Manager, provided the Committee with a memo regarding an update on the Auditorium Shores Request for Application. Michael Casias, Committee Chair, facilitated the discussion on Auditorium Shores Request for Application.

6. Seaholm Intake Facility Request for Proposal Update

Michael Casias, Committee Chair, facilitated the discussion on the Seaholm Intake Facility Request for Proposal.

7. Contract Report

Gerard Bickham and Pat Rossett, Contract Administrators, provided the Committee with an updated report on upcoming contracts.

## **8. FUTURE AGENDA ITEMS**

None.

## **9. ADJOURNMENT**

Committee Chair Casias adjourned the meeting at 1:04 p.m.