



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

Tuesday, February 13, 2018 - 12:00 p.m.

Britton, Durst, Howard and Spence Building

1183 Chesnut Ave.,

Austin, Texas

MINUTES

A. CALL TO ORDER

Chair Casias called the meeting to order at 12:03 p.m.

Committee Members in Attendance:

Michael Casias—Chair; Richard DePalma; Romteen Farasat; Jane Rivera—ex officio

Committee Members Absent:

Francoise Luca

Dawn Lewis

B. APPROVAL OF MINUTES

1. Approve the minutes of the regular meeting of the Contracts and Concessions Committee of January 9, 2017.

Committee Member DePalma made a motion to approve the minutes of Contracts and Concessions Committee regular meeting of January 9, 2018. Committee Member Farasat seconded the motion. The motion carried on a vote of 3-0 with Committee Members Luca and Lewis absent.

C. CITIZEN COMMUNICATION

None.

D. NEW BUSINESS: DISCUSSION ITEMS

2. Discussion regarding the process for reviewing Board Bylaws and regarding clarification of the committee section of the Bylaws of the Parks and Recreation Department

Vera Labriola, Business Process Specialist, Parks and Recreation Department, explained the process for revising board bylaws.

Chair Casias discussed the proposed changes to the Bylaws of the Parks and Recreation Board.

Chair Casias decided to table discussion on clarification of the Bylaws until after discussion on item 3.

After finishing the discussion on item 3., committee discussed the changes and clarification of the Bylaws. Draft of proposed changes will be brought to the next committee meeting.

3. Discussion of best mechanisms to broadly discuss concession and/or contract innovation opportunities and concepts

John Nixon, Acting Assistant Director, Parks and Recreation Department, informed the Committee about possible ways for the Committee to participate and be able to provide feedback at the beginning of the process when it comes to contracts involving concessions. Public engagement process were also discussed. Mr. Nixon and answered Committee members' questions.

4. Discussion on concession options for Auditorium Shores and for the Holly Shores Warehouse (after power plant decommissioning is complete)

John Nixon, Acting Assistant Director, Parks and Recreation Department, presented information regarding the Auditorium Shores and Holly Shores warehouse and answered Committee members' questions.

Committee discussed concession possibilities on both projects.

E. NEW BUSINESS: DISCUSSION AND ACTION ITEMS

5. Discussion and possible action regarding a recommendation on concession opportunities at Nash Hernandez joint use facility

Committee Chair Casias introduced a recommendation regarding concession opportunities at Nash Hernandez joint use facility. Committee discussed and made changes to the recommendation.

Committee Member Casias made a motion to present the recommendation to the full Board at the regular meeting of February 27, 2018. Committee Member Farasat seconded the motion. The motion carried on a vote of 3-0 with Committee Members Luca and Lewis absent.

F. CONTRACT REPORT

Patricia Rossett, Contract Administrator, Beverly Mendez, Contract Supervisor, and Idella Wilson, Contract Management Specialist IV, Parks and Recreation Department, provided information regarding items on the Contract Report and a list of expiring contracts.

G. FUTURE ITEMS

Chair Casias—requested a discussion and action item briefing on providers and non-concession vendors (list of the vendors who have temporary permits, but are not concessions)

H. ADJOURNMENT

Committee Chair Casias adjourned the meeting at 1:43 p.m.