



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

Tuesday, May 8, 2018 - 12:00 p.m.

**Britton, Durst, Howard and Spence Building**  
1183 Chestnut Ave.,  
Austin, Texas

**MINUTES**

**A. CALL TO ORDER**

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

Committee Members in Attendance:

Dawn Lewis—Chair; Michael Casias; Richard DePalma; Francoise Luca  
Jane Rivera—ex officio

Committee Members Absent:

Romteen Farasat

**B. APPROVAL OF MINUTES**

**1. Approve the minutes of the regular meeting of the Contracts and Concessions Committee of April 10, 2018.**

Committee Member Casias made a motion to approve the minutes of Contracts and Concessions Committee regular meeting of April 10, 2018. Committee Member Luca seconded the motion. The motion carried on a vote of 4-0 with Committee Member Farasat absent.

**C. CITIZEN COMMUNICATION**

**Wade McNeil, Lake Travis Zipline Adventures**, addressed the Committee, introduced his company, and described his company's desire for expansion in downtown area and recreational activities they offer.

**D. OLD BUSINESS: DISCUSSION ITEMS**

**5. Discussion regarding review and proposed changes of the "Committees" section of the Bylaws of the Parks and Recreation Department**

Committee Member Casias, recommended moving this item to the June committee meeting. Item was not discussed.

## **E. OLD BUSINESS: BRIEFING ITEMS**

### **6. Briefing on agreements with service providers and non-concession vendors**

Patricia Rossett, Business Process Consultant, and Lonnie Lyman, Event Coordinator Senior, Parks and Recreation Department, provided the Committee with a briefing on non-concession vendors and providers of recreational programs and classes.

## **F. CONTRACT REPORT**

Patricia Rossett, Business Process Consultant, provided the Committee with the monthly Contract Report.

## **G. FUTURE ITEMS**

Committee Member Casias requested a presentation from the current hostel concessionaire for September 2018.

Committee Member DePalma requested update on contracts regarding PARD led summer camp activities (contracts are being utilized, registration numbers).

## **H. ADJOURNMENT**

Committee Chair Lewis adjourned the meeting at 1:11 p.m.