



Annual Internal Review

This report covers the time period of 1/1/2020 to 12/31/2020

(Please note that this is to be completed by the Chair of the board, commission or committee.)

Contracts and Concessions Committee of the Parks and Recreation Board

The Contracts and Concessions Committee mission statement (per the City Code) **is:** to serve in an advisory capacity to the full board on issues related to contracts managed by the Parks and Recreation Department, not contracts managed by other departments that would ordinarily go to the City Council for approval because they exceed the dollar amount of the City Manager's authority, or are interlocal agreements. The Committee shall serve in an advisory capacity to the full board with respect to agreements covered by §8-1-62 of the City Code. The Committee may serve in an advisory capacity to the board's representative under §8-1-74 of the City Code with respect to boating concessions.

- 1. Describe the board's actions supporting their mission during the previous calendar year. Address all elements of the board's mission statement as provided in the relevant sections of the City Code.**

2020 Overview

The Contracts and Concessions Committee (CCC) of the City of Austin Parks and Recreation Board met a total of five times in 2020. The committee met in January, June, August, September and November.

January 2020

Discussion on Draft Scope of Work for Request for Proposals (RFP) for a Boating Concession on Lady Bird Lake.

Committee members provided feedback on the draft scope of work as it relates to RFP response.

Make a recommendation to the Parks and Recreation Board to recommend to the City Council the execution of Amendment No 1. to the Parkland Improvement, Management and Operations Agreement for Republic Square Park between the City, Austin Parks Foundation, and the Downtown Austin Parks, LLC.

Action Taken: A motion to approve moving this item forward to the full Parks and Recreation Board for action as a non-consent agenda item was passed on a

vote of 3-0 with Committee Members DePalma and DiCarlo absent.

February 2020

CCC was cancelled due to lack of agenda items.

March 2020

CCC was cancelled due to lack of agenda items.

April 2020

CCC was cancelled due to lack of agenda items.

May 2020

CCC was cancelled due to lack of agenda items.

June 2020

Presentation, discussion and possible action regarding a recommendation to the Parks and Recreation Board to recommend to the Parks and Recreation Director the approval of a five-year extension to the Contract between the City of Austin and Lone Star Riverboat, Inc. for the Excursion Boat Operation on Lady Bird Lake.

Action Taken: A motion to approve moving this item forward to the full Parks and Recreation Board for action as a consent agenda item was passed on a vote of 5-0.

Presentation, discussion and possible action regarding a recommendation to the Parks and Recreation Board to recommend to the City Council to approve the negotiation and execution of an agreement with the successful proposer, Texas Rowing Center, Inc., to provide management and operation of a boating concession on Lady Bird Lake.

Action Taken: A motion to approve moving this item forward to the full Parks and Recreation Board for action as a consent agenda item was passed on a vote of 5-0.

Presentation, discussion and possible action regarding a recommendation to the Parks and Recreation Board to recommend to the City Council to authorize the negotiation and execution of an Interlocal Cooperation Agreement Amendment between the City of Austin and Capital Area Council of Governments for the direct management of the congregate meal service offered at nine Parks and Recreation Department sites and one Austin Public Health site.

Action Taken: A motion to approve moving this item forward to the full Parks and Recreation Board for action as a consent agenda item was passed on a vote of 5-0.

July 2020

No CCC meeting traditionally scheduled during the month of July.

August 2020

Recommendation to the Parks and Recreation Board to recommend to the City Council the negotiation and execution of an interlocal agreement with the Save Historic Mundy District for the operations and management of the food and beverage concession at Lions Municipal Golf Course.

Action Taken: A motion to approve moving this item forward to the full Parks and Recreation Board for action as a consent agenda item was passed on a vote of 4-0 with Committee Member DePalma absent.

Discussion of draft scope of work for request for proposals for a boating concession on Barton Creek.

Action Taken: Committee Members provided feedback.

Discussion of draft scope of work for request for proposals for the Land Management Plan.

Action Taken: Committee Members provided feedback.

September 2020

Discussion of facility use and maintenance agreement with Austin Metro Baseball League.

Action Taken: Received presentation from staff and discussed the current agreement.

Discussion regarding the opportunity to identify and potentially procure innovative park and recreation related solutions, services and materials in the procurement process.

Action Taken: Committee Member Richard DePalma made the presentation and the Committee discussed.

October 2020

CCC was cancelled due to lack of agenda items.

November 2020

Recommend to the Parks and Recreation Board the negotiation and execution of an amendment to the Interlocal Cooperation Agreement with the Austin Independent School District for support of the Literacy First Program.

Action Taken: A motion to approve moving this item forward to the full Parks and Recreation Board for action as a consent agenda item was passed on a 5-0 vote.

Recommendation to the Parks and Recreation Board regarding creation, continuation, termination or status of a concession including issuance of a Request for Proposal for a concession in Town Lake Metropolitan Park for inclusion in the joint report between the Parks and Recreation Board and the Environmental Commission that is provided to the City Council annually.

Action Taken: A motion to approve moving this item forward to the full Parks and Recreation Board for action as a consent agenda item was passed on a 5-0 vote.

2021 Contracts and Concessions Committee meeting schedule.

Action Taken: Committee approved the 2021 meeting schedule (2nd Tuesday of each month except July and December at 12:00pm) on a vote of 5-0.

December 2020

No LFPC meeting traditionally scheduled during the month of December.

2. Determine if the board's actions throughout the year comply with the mission statement.

All activities of the Committee were within the scope of the mission statement.

3. List the board's goals and objectives for the new calendar year.

In 2021, CCC will adhere to a regular meeting schedule to review, discuss and act on items within the scope of the mission of the Committee. The Committee will continue to provide advice and recommendations to the full Parks and Recreation Board concerning contracts and concessions managed by the Parks and Recreation Department.