



**CONCESSIONS AND CONTRACTS COMMITTEE
OF THE PARKS AND RECREATION BOARD**

Tuesday, January 13, 2015 - 12:00 p.m.

Parks and Recreation Department Main Office

200 South Lamar Blvd.

Austin, Texas 78704

MINUTES

A. CALL TO ORDER

The meeting was called to order at 12:02 p.m.

Board Members in Attendance:

Jeff Francell, Chair; Dale Glover; Susan Roth

B. APPROVAL OF MINUTES

1. Committee Chair Francell made a motion to approve the minutes of the Concessions and Contracts Committee meeting of December 9, 2014. Committee Member Glover seconded the motion. The motion carried on a vote of 3-0.

C. CITIZEN COMMUNICATION

There were two requests and comments from Austin citizens at the November 25, 2014, Concessions and Contracts Committee.

Dave O'Neil, University of Texas, Women's Rowing, Head Coach, addressed the Committee regarding the potential use of Decker Lake at Walter E. Long Metropolitan Park for sculling. He noted that the lake has the length, wave action and wind breaks to provide support to the sport. While the current infrastructure and amenities for sculling are minimal, he noted that with some investment the lake could be suitable to host regional and national events (Big 12 National Championships) as well be a draw during the winter months for colleges in the north. This, he argued, would provide a substantial economic impact to the City through visitor dollars spent on shelter, food and sundries. He requested that UT Women's Rowing be a stakeholder in any future planning of Walter E. Long Park in order to advocate for sculling as a potential use.

Mark Gentle, Austin citizen, requested that PARD make an assessment of damaged created by sponsored events to Zilker Park. He stated that the latest event (Cyclocross Nationals) created damage to the park directly attributed to mismanagement and over programming of the parks by the City. He requested that a moratorium on all sponsored events be implemented until the study on the effect of sponsored events on the park is complete.

D. NEW BUSINESS: DISCUSSION AND ACTION ITEMS

1. **Walter E. Long Metropolitan Park/Travis County Expo Center – Market and Feasibility Study Contract Recommendation**

- a. Planning and Development staff, Brian Block, provided members an overview of the Walter E. Long Metropolitan Park/Travis County Expo Center – Market and Feasibility Study Contract, which included the following:
 - i. Purpose of market and feasibility study,
 - ii. Overview of implemented master plan components and pending components;
 - iii. Travis County Expo Center lease details and facility make up;
 - iv. Terms and conditions of Interlocal Agreement with Travis County to share the cost;
 - v. Project schedule; and
 - vi. Next steps.
- b. Committee members unanimously agreed to place the item on the PARB consent agenda with the friendly amendment that reference to Walter E. Long Metropolitan Park be removed from the title to waylay any confusion or misinterpretation that this is a master plan for the Park.

2. Lady Bird Lake Excursion Boat Master Contract Recommendation.

- a. Grounds Maintenance Staff Charles Vaclavik and Kirk Scanlon, Contract Administrator, provided members an overview of the proposal provided by Lone Star Riverboats to provide excursion boat services on Lady Bird Lake. Staff requested the subcommittee make a recommendation to the Board to recommend to the City Council the approval of the negotiation and execution of an agreement which includes the following terms:
 - i. Increase in commissions paid to the City from the current 8% of gross revenue to 9% of gross revenue.
 - ii. The respondent shall finance, design, permit and construct the sidewalks, railings; parking and sundries to ensure compliance with the American Disabilities Act;
 - iii. The respondent shall increase the capacity of the fleet; and
 - iv. The respondent shall operate the concession in a way to eliminate conflict with trail use; and,
 - v. The term of the agreement will be one (1) five year initial term with one (1) five year option period.
- c. Committee members unanimously agreed to place the item on the PARB non-consent agenda for the January 27th meeting.

3. Make a recommendation to the Board to accept the Concessions and Contracts Committee Annual Report for 2014.

- a. Contract Compliance staff, Pat Rossett, provided members a draft of the Concessions and Contracts Committee Annual Report for 2014. Highlights of the report included:
 - i. A brief summary of the work completed by the Committee since its inception in August 2014.
 - 1. One committee work session;
 - 2. One committee training;
 - 3. Two briefing items;
 - 4. Three interlocal agreements;
 - 5. One agreement regarding proposed golf course at Walter E. Long Metropolitan Park;
 - 6. Receipt of one citizen communication; and
 - 7. A recommendation that the committee continue to meet on an as-needed basis and provide recommendations to the full board on issues related to department contract matters subject to action by the City Council.
 - ii. Committee members accepted the report.

E. COMMITTEE COORDINATOR REPORT

Contract compliance staff, Pat Rossett, briefed members on PARD contracts that are in development.

F. FUTURE ITEMS FROM COMMITTEE MEMBERS

The Committee asked staff complete the following actions and provide the requested information to the committee.

- Research if “reservation fees” are or are not included as gross revenue under the current contract with Lone Star Riverboat, Inc.
- Obtain a legal opinion on whether the water is City/public property.
- Provide a future update on the Seaholm project.

G. ADJOURNMENT

Committee Chair Francell adjourned the meeting at 1:08 p.m.

DRAFT