



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

Tuesday, July 12, 2016

12:00 PM

**Parks and Recreation Department Main Office**

200 S. Lamar Blvd.

Austin, Texas 78704

**CONCESSIONS AND CONTRACTS COMMITTEE MEMBERS**

**Michael Casias, Chair**

**Rick Cofer (absent)**

**Richard DePalma**

**Alesha Larkins**

**Francoise Luca (absent)**

**Jane Rivera, ex-officio**

**MINUTES**

**A. CALL TO ORDER**

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

**B. APPROVAL OF MINUTES**

1. Approve the minutes from the Concessions and Contracts Committee meeting on June 14, 2016.

Committee Member Larkins made a motion to approve the minutes from the Concessions and Contracts Committee meeting on June 14, 2016. Committee Member DePalma seconded the motion. The motion carried on a vote of 3-0.

**C. CITIZEN COMMUNICATION**

There were no requests for comments from Austin citizens at the July 12, 2016, Concessions and Contracts Committee.

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

2. **Action Item:** Make a recommendation to the Parks and Recreation Board regarding authorization to negotiate and execute the second amendment to the Interlocal Cooperation Agreement between the City of Austin and the Austin Independent School District to Support the ACE Reading Tutoring Intervention Program.

**Presenter:** Lucas Massie, Division Manager, Austin Parks and Recreation Department

Chair Casias read item 2 into the record. Board Member Larkins moved to approve item 2 on the agenda, Board Member DePalma seconded the motion. The motion carried on a vote of 3-0. Chair Casias requested a

copy of interlocal agreement and the ACE report for school year 2015-16. The Committee recommended that item 2 be placed on the consent portion of the Parks and Recreation Department.

3. **Action Item:** Make a recommendation to the Parks and Recreation Board regarding authorization to negotiate and execute a Building Use Agreement with the Austin Area Garden Council and to recommend the waiver of associated fees.

**Presenter:** Margaret Russell, Program Manager Austin Nature & Science Center

Chair Casias read item 3 into the record. Board Member DePalma moved to approve item 3 on the agenda, Board Member Larkins seconded the motion. The motion carried on a vote of 3-0. Chair Casias requested a copy of existing agreement. Members were provided a copy of the current agreement during the meeting. The Committee recommended that item 3 be placed on the consent portion of the Parks and Recreation Department.

4. **Discussion Item and Possible Action :** Concessions and Contracts Committee Board Members Discussion of Future Projects and Solicitation Methods

**Presenter:** Michael Casias, Committee Chair

Chair Casias facilitated the discussion on prioritization and criteria for future projects. Projects in priority order include:

1. Dove Springs Recreation Center and Park
2. Plaza Saltillo
3. Givens Park
4. Auditorium Shores

The July 12, 2016, discussion focused on:

Zilker Botanical Gardens – Members recommended that consideration be given to including a café at Zilker Botanical Gardens. This addition could serve as a revenue stream to support the Zilker Botanical Garden Conservancy’s vision. Members recommended that the Conservancy ensure that the food service component complements the environment and fits within its vision.

Dove Springs Recreation Center and Park - Ricardo Soliz, Division Manager, provided an update on the Dove Springs community outreach effort and reported that the community requested that the meeting be part of the Concessions and Contracts Committee September meeting and that it be held in the evening to facilitate community member participation.

Plaza Saltillo – Ricardo Soliz invited representatives of the Hope Farmers Market to discuss program expansion to take advantage of growing population and to respond to community needs. Representatives proposed to expand the existing farmers market to a night market to further activate the site. The target for the program expansion launch is in October 2016 to coincide with the East Austin Studio Tour. Park improvements were also recommended and discussed, such as activation of the existing fountain. Hope Farmers Market requested the original planning documents for Plaza Saltillo.

Auditorium Shores – The Committee recommended that consideration be given to vendors who provide a community benefit in addition to food. The Committee requested that a Request for Proposal be developed to solicit vendors for Auditorium Shores. The target audience would be daily trail users.

Action Items stemming from this discussion:

- Request an agenda item at the next Zilker Botanical Garden Conservancy meeting to discuss the possibility of the inclusion of a food service component at Zilker Gardens.
- Hope Farmers Market present proposed improvements to PARD and PARD consider changes to existing agreement to support the program expansion and proposed improvements.
- Draft criteria for RFP for Auditorium Shores
- Research restrictions that have been established in current agreements that might restrict future vendors at Auditorium Shores

## **E. COMMITTEE COORDINATOR REPORT**

The Committee Coordinator report was presented to the Committee by Pat Rossett, Contract Administrator.

## **F. FUTURE ITEMS FROM COMMITTEE MEMBERS**

Future items included:

- Continued discussion of future projects and solicitation methods.
  - Zilker
  - Plaza Saltillo
- Discussion of acceptable solicitation methodology with Purchasing Officer James Scarborough to support recommended future projects.

## **G. ADJOURNMENT**

Meeting adjourned at 1:33pm

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For more information on the Concessions and Contracts Committee, please contact Beverly Mendez at [beverly.mendez@austintexas.gov](mailto:beverly.mendez@austintexas.gov) or by phone at 512-974-6784.