



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

Tuesday, April 10, 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 12:05 p.m.

Committee Members in Attendance:

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

Committee Members Absent:

None.

**B. APPROVAL OF MINUTES**

**1. Approve the minutes of the regular meeting of the Contracts and Concessions Committee of February 13, 2018.**

A correction was made to item 1. to change the date of approved meeting minutes to January 9, 2018. Committee Member DePalma made a motion to approve the minutes of Contracts and Concessions Committee regular meeting of February 13, 2018 with correction. Committee Member Farasat seconded the motion. The motion carried on a vote of 5-0.

**C. CITIZEN COMMUNICATION**

**Darla McDonnel, Congress Avenue Kayaks**, addressed the Committee and provided description of the improvements her company did to the Waller Creek Boat House.

**Nicole Goad, Austin Rowing Club**, spoke in support of improvements to the Waller Creek Boat House and expressed her desire to keep working with the Parks and Recreation Department.

**Madalyn Sharar, Kent Kohlee, Austin Retro Boat Rental**, donated time to John Sharar.

**John Sharar, Austin Retro Boat Rental**, informed the Committee about Retro Boat Rental and expressed their desire to expand their operations to Austin.

**Mike Shafar, Austin Retro Boat Rental**, spoke on behalf of the manufacturer about the environmentally friendly engines used by Retro Boat Rental.

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

##### **2. Make a recommendation to the Parks and Recreation Board for approval of the negotiation and execution of an interlocal agreement between the City of Austin and the Austin Independent School District to provide its students educational experience through the programs offered at McBeth Recreation Center**

David Bjornaas, Recreation Program Manager, Sara Carlson, Recreation Program Supervisor, Parks and Recreation Department, and Melissa Royer, Austin Independent School District, explained the purpose of the interlocal agreement and answered Committee members' questions.

Committee Member DePalma made a motion for approval of the item with the recommendation to expand the program to other school in the Austin Independent School District. Committee Member Lewis seconded the motion. The item was approved on a vote of 5:0.

Item is to be placed on the consent the Parks and Recreation Board agenda.

#### **E. NEW BUSINESS: DISCUSSION ITEMS**

##### **3. Engagement process for future concessions**

April Thedford, Business Process Consultant, and Ricardo Soliz, Planning Division Manager, Parks and Recreation Department spoke about for engagement options for future concessions and requested feedback and ideas from the Committee. The Committee discussed the options and brainstormed ideas for positives, challenges, and things to consider when evaluating concessions.

##### **4. Discussion regarding tour groups operating on parkland and permitting options**

Michael Suda, Contract Management Specialist, and Jason Maurer, Sales and Events Manager, Parks and Recreation Department, informed the Committee about tour groups operating on parkland and permitting options. Discussion was held on the topic.

Committee Member Farasat departed at 1:15 p.m.

Committee Member DePalma made a motion to table items E. 5. and F. 6. Committee Member Lewis seconded the motion. The motion carried on a vote of 5:0.

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

Item was tabled.

## **F. NEW BUSINESS: BRIEFING ITEMS**

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

Item was tabled.

## **G. CONTRACT REPORT**

Beverly Mendez, Contract Management Supervisor, provided the Committee with the monthly Contract Report.

Committee Member Luca departed at 1:28 p.m.

## **H. FUTURE ITEMS**

Tabled items.

## **I. ADJOURNMENT**

Committee Chair Casias adjourned the meeting at 1:29 p.m.