



**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.