# MINUTES OF THE CONCESSIONS/COMMERCIAL DEVELOPMENT COMMITTEE MEETING Tuesday, April 29, 2014 1:45 p.m.

<u>Convening of the Meeting</u> – The Regular Meeting of the Concessions/Commercial Development Committee was duly convened and held in the Board Room of the Administration Building of the Dallas-Fort Worth International Airport Board at 1:45 p.m., on Tuesday, April 29, 2014, pursuant to earlier notification thereof to the members of the Board and public. The following quorum was present:

Curtis E. Ransom, Chair Francisco Hernandez Regina Montoya William Tsao

# **Other Board Members in attendance:**

Lillie Biggins William Meadows Bernice J. Washington

## **Board staff in attendance:**

Sean Donohue, Ken Buchanan, Jim Crites, Chris Poinsatte, Linda Valdez Thompson, Rob Darby, Elaine Rodriguez, Paul Tomme, Zenola Campbell, Tamela Lee, Sharon McCloskey, Mike Phemister, Greg Spoon, John Terrell, Max Underwood and Donna Schnell

## CONCESSIONS/COMMERCIAL DEVELOPMENT COMMITTEE

32. The Minutes of the Concessions/Commercial Development Committee Meeting of April 1, 2014 were approved.

Board Member Forrest Smith joined the meeting.

## **Consent Items for Consideration**

- 33. The Committee recommended to the Board to approve execution of a lease with HDS & Partners at DFW, LLC, for the operation of an iStore Boutique.
- 34. The Committee recommended to the Board to approve execution of a Contract Modification for additional incremental work under reimbursement agreements for the removal, storage and relocation/reinstallation of Passenger Amenities concessionaire equipment.

## **Action Items for Consideration**

- 35. The Committee recommended to the Board to approve the reconcepting of Blue Bamboo owned by D&B Mitchell Group, LLC, Lease 238799, into Banh Shop Asian Street Food.
- 36. The Committee recommended to the Board to approve termination of Contract 7005511, Concessions Mystery Shopper Services, with A Customer's Point of View, Inc.
- 37. The Committee recommended to the Board to approve execution of leases with retail providers for Terminals B and D, Part 1 Concessions RFP Awards D1-2, as recommended by the DFW Terminal D Concessions Selection Committee.
- 38. The Committee recommended to the Board to approve expenditures by the PFIC Board in an amount not to exceed \$21,000,000 for the design and construction of the Southgate Hyatt Place Hotel, an amount not to exceed \$2,000,000 for hotel management and pre-opening expenses, and an amount not to exceed \$210,000 for asset management expenses.
- 39. The Committee recommended to the Board to approve execution of Contract 8004896, In-Country China Marketing Services, with Hung & Kit (Holdings) Ltd., in an amount not to exceed \$325,000.

# **Discussion Items**

- 40. Concessions Update was presented by Zenola Campbell, VP Concessions.
- 41. Concessions Sales Update was distributed to the Board.
- 42. Permits issued by Concessions were distributed to the Board.
- 43. Commercial Development Update was not presented.
- 44. The Marketing Update was presented by Sharon McCloskey, VP Marketing.