



**MBE/WBE and Small Business Advisory Committee  
Minutes**

**Regular Meeting  
Tuesday June 1, 2010**

The MBE/WBE and Small Business Advisory Committee convened in a regular meeting on Tuesday, June 1, 2010 at 301 W. 2<sup>nd</sup> Street Room 1029 in Austin, Texas.

Chair Adrian Neely called the Board Meeting to order at 5:35 p.m.

**Board Members in Attendance:**

Adrian Neely, Ed Lowenberg, Barbra Boeta, Deirdre Moss, Andrew Ramirez, Brian Walters

**1. APPROVAL OF MINUTES**

Minutes from the March 2, 2010 regular meeting were approved on a vote of 5-0-1 on a motion by Mr. Lowenberg, seconded by Ms. Boeta with Mr. Ramirez abstaining. Minutes from the May 4, 2010 regular meeting were approved on a vote of 5-0-1 on a motion by Mr. Ramirez, seconded by Mr. Walters with Ms. Boeta abstaining.

**2. CITIZEN COMMUNICATION**

Carol Hadnot, Austin Area Black Contractors Association, requested that the Advisory Committee ask Assistant City Manager Rudy Garza to allow for City staff to return to the committee meetings. She also said that there was a meeting with the watershed protection department regarding the Waller Creek Tunnel project and that Gary Jackson did a great job and had a great presentation.

The committee requested that a discussion with Assistant City Manager Rudy Garza regarding staff attendance at meetings be added to the July agenda.

**3. NEW BUSINESS**

For discussion and possible action on recommendations to City Council (2-1-163(B))

**Discussion regarding Small & Minority Business Resources (SMBR) proposed budget (Report submitted to Advisory Committee from SMBR)**

Veronica Briseño Lara, Director – SMBR presented the proposed FY 2011 SMBR Budget.

The committee requested that SMBR consider reviewing the legal contract with Andrews & Kurth to see if it should go back out as a Request for Qualifications and asked if these services have ever gone over the \$100,000 that is budgeted. The committee also requested that if SMBR is mandated to make additional cuts, that the committee be notified.

**CITIZEN COMMUNICATION**

Carol Hadnot, Austin Area Black Contractors Association, said that it is important to keep Collette Holt in the loop as she is the expert. She said that the \$100,000 is only SMBR's part of the contract for Andrews and Kurth because she has the contract go for anywhere between 300 and 400 thousand on the Council agenda. She also said that another issue to look at is the service provider contracts and that it is the committee's responsibility to ask about increasing their funding.

#### **4. OLD BUSINESS**

##### **Update regarding the Construction Phase Package of Austin Energy's System Control Center Project. ( Update from Austin Energy)**

Ed Lowenberg recused himself from this item due to a conflict of interest.

Cheryl Mele, Deputy General Manager – Austin Energy gave an update what has occurred since the May meeting. She said that trade summaries for the first two pieces have been reviewed by SMBR, DPR and Austin Energy, and a meeting was held with the trade associations to have dialog and discussion regarding the trade summaries. She said the feedback was good and she is still waiting on any additional feedback. She also explained that the next step to develop goals for these work packages based on the trade summaries.

##### **CITIZEN COMMUNICATION**

Alayne Johnson, Austin Area Black Contractors Association – thanked Austin Energy, Jan Lawson, Cheryl Mele and DPR. She said the dialogue was great and she also said that she would like to see trucking on a rotational list as there is plenty of work on the project in that scope.

Mr. Lowenberg re-joined the dais.

#### **5. STAFF REPORTS**

##### **a. Monthly Report from the Small & Minority Business Resources (SMBR) Department on Request for Changes and Council Awards**

Ms. Briseño Lara presented the committee with the report and the committee asked for details on the Colorado River Park Development Project and also on the Twin Oaks Branch project. Ms. Briseño Lara said she will review the Good Faith Effort documentation on the Twin Oaks Branch Project.

#### **6. AGENDA ITEMS**

##### **Discussion and possible action on setting agenda items for the next meeting- July 6, 2010**

- Discussion regarding staff attending committee meetings
- Update on Service Provider Contracts
- Commodity Code Improvements
- Briefing on the Waller Creek Tunnel Project
- Update on Water Treatment Plant 4 Project

#### **7. ADJOURNMENT**

The meeting was adjourned at 6:37 p.m. on a motion by Ms. Boeta, seconded by Mr. Walters.