



**Construction Advisory Committee  
MINUTES**

**REGULAR MEETING  
Tuesday, August 20, 2013**

**The Construction Advisory Committee convened in a regular meeting on Tuesday, August 20, 2013  
One Texas Center, 505 Barton Springs Road, Public Works Director's Conference Room, 13<sup>th</sup> Floor.**

**Current Board Members**

<input type="checkbox"/> P <input type="checkbox"/> Martin A. Prisant – Chair	<input type="checkbox"/> A <input type="checkbox"/> Calvin Williams – Vice Chair
<input type="checkbox"/> P <input type="checkbox"/> Suzanne Litz	<input type="checkbox"/> A <input type="checkbox"/> Shane Smith
<input type="checkbox"/> P <input type="checkbox"/> Jason Cato	<input type="checkbox"/> P <input type="checkbox"/> Robert Drake
<input type="checkbox"/> P <input type="checkbox"/> Howard Lazarus – Ex-Officio Member	<input type="checkbox"/> P <input type="checkbox"/> Carson Fisk

**City Staff in Attendance:**

Howard Lazarus, Director – Public Works Department  
Keri Juarez, Assistant Director – Public Works Department  
Veronica Lara, Director – Small & Minority Business Resources  
Rosie Truelove, Director – Contract Management Department  
Edward Campos, Division Manager – Contract Management Department  
Jonathon Josephson, Division Manager – Contract Management Department  
Chris Maldonado, Code Compliance Officer – Code Compliance  
Teri Roberts, Division Manager – Code Compliance  
Cyrenthia Ellis, Contract Relations Consultant – Contract Management Department  
Lucy Bonee, Executive Assistant – Public Works Department  
Barbara Kuhl, Division Manager – Contract Management Department  
Frank Mays, Division Manager – Contract Management Department  
Rick Wilson, Program Consultant – Contract Management Department

**Chair Prisant called the Board Meeting to order at 10:00 a.m.**

**1. CITIZEN COMMUNICATION: GENERAL** – Christian Gonzales, Greg Cazar, Workers Defense Project; Phillip Lawhon, International Brotherhood of Electrical Workers; and Phil Thoden, Austin Chapter of the Associated General Contractors of America addressed the Committee regarding their concerns, experiences and ideas related to improving the City's Rest Break Ordinance. Mr. Thoden and Michele Yule, Greater Austin Contractors and Engineers Association also submitted memorandums to the committee for review.

**2. APPROVAL OF MINUTES**

Minutes from the meeting of 7/16/13 were approved by member Litz, member Cato seconded on a 5-0 vote.

### **3. DIRECTOR'S REPORT-**

Howard Lazarus, Director made a presentation to the Committee on the current events for Public Works. The presentation also included an update on the Overlay Status report and the Seal Coat Status report.

### **4. NEW BUSINESS**

- a. Veronica Lara, Director, SMBR presented an overview of the City's Surety Bond program. Chair Prisant informed Ms. Lara that he would like to revisit this item at a later date and discuss the possibility of the COA not only consulting on the bonding process but also issuing bonds. Ms. Lara informed Chair Prisant that she would be glad to have that discussion and Ms. Lara also recommended that the discussion include someone from the City's Law department. Chair Prisant and the committee agreed to discuss at a later date with Ms. Lara and the City's Law department.
- b. Terri Roberts, Division Manager, Code Compliance made a presentation to the Committee regarding the City's enforcement process related to the Rest Break Ordinance. Ms. Roberts concluded her presentation by proposing a few suggestions for improving the City's enforcement process. The suggestions included hiring a temporary code enforcement officer dedicated to investigating the rest break violations. The Committee supported the suggestions made by Code Compliance.
- c. Chair Prisant requested input from the members regarding the proposed memorandum from Member Cato to the City Staff for improved rest break ordinance enforcement. The discussion amongst the members was very productive and resulted in the Committee agreeing to revise the proposed memorandum. Chair Prisant motioned to approve the recommended changes, and member Litz seconded the motion. Member Cato will modify the original memorandum to reflect the changes that were approved by the committee. Once the Committee approves the final memorandum, Lucy Bonee, Staff Liaison will forward to City Staff on behalf of the Committee.

### **5. OLD BUSINESS**

No items were discussed

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

No items were discussed

### **7. NEXT MEETING (September 17, 2013)**

### **8. ADJOURN**

*Meeting was adjourned at 11:30 a.m. by Member Litz.*