



**Construction Advisory Committee  
MINUTES**

**REGULAR MEETING  
Tuesday, March 18, 2014**

**The Construction Advisory Committee convened in a regular meeting on Tuesday, March 18, 2014  
One Texas Center, 505 Barton Springs Road, Public Works Director's Conference Room, 13<sup>th</sup> Floor.**

**Current Members**

   P    Martin A. Prisant – Chair  
   P    Suzanne Litz  
   P    Jason Cato  
   P    Howard Lazarus – Ex-Officio Member

   A    Calvin Williams – Vice Chair  
   A    Robert Drake  
   P    Carson Fisk  
   A    Thomas Dodd

**City Staff in Attendance:**

Rosie Truelove, Director – Contract Management Department  
Rolando Fernandez, Assistant Director – Contract Management Department  
Veronica Lara, Director – Small & Minority Business Resources  
Debra Dibble, Assistant Director – Small & Minority Business Resources  
Edwards Campos, Division Manager – Contract Management Department  
Thomas Owens, Division Manager – Small & Minority Business Resources  
Cynthia Gonzales, Division Manager – Contract Management Department  
Vicky Valdez, Manager – Economic Development Department  
Luke Ortega, Financial Consultant – Small & Minority Business Resources  
Cindy Garcia, Business Development Counselor – Economic Development Division  
Rick Wilson, Program Consultant – Contract Management Department  
Lucy Bonee, Executive Assistant – Public Works Department  
Jennifer Pierce, Administrative Specialist – Public Works Department

**Chair Prisant called the meeting to order at 10:07 a.m.**

- 1. CITIZEN COMMUNICATION: GENERAL** – Stephanie Gharakhanian, Workers Defense Group addressed the committee in regards to the Economic Development Incentive Ordinance which was passed last fall. Stephanie encouraged the Committee to request a presentation from CMD and EDD on the implementation process for the ordinance.
- 2. APPROVAL OF MINUTES**  
Minutes from the meeting of 2/18/2014 were approved on a 4-0 vote.

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

Howard Lazarus, Director presented the Public Work's Financial Forecast to the committee.

### **4. NEW BUSINESS**

- a. *Collateral Pool Program* – Veronica Lara, SMBR Director and Rosie Truelove, CMD Director gave a presentation to the committee on the program. Ms. Lara and Ms. Truelove walked the committee through the process and provided a detailed briefing. Ms. Lara also informed the committee that they are identifying solutions and ideas and plan to return this item to Council for further action.
- b. *Bond Assistance Program Update* – Veronica Lara, Director gave a brief update on the program to the committee. Luke Ortega, Financial Consultant was also present to address any questions from the Committee.
- c. *Small Business Lending Technical Assistance Loan Underwriting Program* – Vicky Valdez, EDD Manager gave the committee a thorough overview of the program.

### **5. OLD BUSINESS**

- a. *Standing Agenda Item – Update of Contractors Evaluation Worksheet – CMD*  
Rolando Fernandez, Assistant Director, CMD briefly updated the committee and requested to remove this item from the monthly agenda. The committee agreed to this request and requested a quarterly update for this item.

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

The committee reviewed the agenda items for the following month.

### **7. NEXT MEETING (April 15, 2014)**

### **8. ADJOURN**

*Meeting was motioned to adjourn at 11:36 a.m. by Member Litz; Members Cato and Fisk seconded.*