



*(Construction Advisory Committee)*  
**MINUTES**

**REGULAR MEETING**  
**(May 11, 2021)**

**CALL TO ORDER**

The Construction Advisory Committee convened in a Regular meeting on May 11th via Video Conference.

Chair Lyn Nance-Hendricks called the Committee Meeting to order at 10:39 AM

**LIAISONS**

Eric Bailey– Executive Liaison

**CURRENT BOARD MEMBERS:**

- (P) Mayoral – Jolsna Thomas, Committee Member**
- (P) District 1 – Calvin Williams, Committee Member**
- (P) District 2 – Juan Pedro Munoz, Committee Member**
- (A) District 3 – Bob Batlan, Vice Chair**
- (P) District 4 – Lyn Nance-Hendricks, Chair**
- (A) District 5 – Candelario Vazquez, Committee Member**
- (A) District 6 – Vacant**
- (A) District 7 – Bobby Smith, Committee Member**
- (P) District 8 – Sean Forkner, Committee Member**
- (A) District 9 – Anna Bocchini, Committee Member**
- (P) District 10 – Jeff Musgrove, Committee Member**

**City Staff**

Richard Mendoza, Director, Public Works  
Susan Delgado, Admin Manager, Public Works  
Melissa Pool, Admin & Finance Manager, Capital Contracting Office  
Jennifer Golech, Project Connect Deputy Officer

**CITIZENS COMMUNICATION**

- a. No citizen communications

**1. APPROVAL OF MINUTES**

- a. Committee Member Jolsna Thomas motioned to approve the April 13<sup>th</sup> meeting Minutes. Committee Member Jeff Musgrove Seconds-Unanimous agreement.

**2. DIRECTOR'S REPORT**

- a. Update on Public Works Projects

- i. Public Works Director, Richard Mendoza shared a presentation on Public Works Capital Project Delivery, and active ongoing construction.

### **3. NEW BUSINESS**

- a. Update and discussion regarding contractor evaluation program
  - i. Melissa Pool, Division Manager, Capital Contracting Office, presented on evaluations to date, history of program, process
- b. Update and discussion regarding CapMetro and Project Connect
  - i. Due to loss of quorum, item was postponed to next month. Dave Couch will present then.

### **4. FUTURE AGENDA ITEMS**

- a. CapMetro and Project Connect, June
- b. Budget discussion, June
- c. Construction training program update, September

### **5. NEXT MEETING:** June 8, 2021

### **6. ADJOURNMENT**

Committee Member Jolsna Thomas needed to leave the meeting, so we no longer had a quorum. Chair Lyn Nance-Henricks adjourned the meeting at 11:12 AM.

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Please call Shelley Franklin with the Public Works Department, at 512-974-3957, for additional information; TTY users route through Relay Texas at 711.

For more information on the Construction Advisory Committee, please contact Shelley Franklin at 512-974-3957.

### **NOTES FOR SHELLEY/POST-MEETING DISCUSSION**

- 1. I updated the Agenda to reflect Jolsna as the current Vice Chair
- 2. We need the April Spanish meeting Minutes, new process: Areli to translate full document, lets not cut-paste
- 3. We posted the agenda for 10:30, but the link showed 10:00, and the website shows 10:00. Confirm and ensure this doesn't happen again (half the Committee showed up at 10, but Lyn made an announcement and the meeting will start at 10:30, as posted). LYN REQUESTED THAT THE COMMITTEE MEETINGS OCCUR AT 10:00 AM FROM NOW ON.
- 4. NEXT MONTH: Richard/James will give a Budget Update
- 5. Lyn discussed that CAC would like to have Sub Committees