



Construction Advisory Committee
REGULAR MEETING MINUTES
April 12, 2022

CALL TO ORDER

The Construction Advisory Committee convened in a Regular meeting on April 12th.

Chair Lyn Nance-Hendricks called the Committee Meeting to order at 10:20 AM

LIAISONS

Eric Bailey– Executive Liaison

Susan Delgado – Staff Liaison

CURRENT BOARD MEMBERS:

(A) Mayoral – Vacant

(P) District 1 – Calvin Williams, Committee Member

(A) District 2 – Vacant

(A) District 3 – Bob Batlan, Committee Member

(P) District 4 – Lyn Nance-Hendricks, Chair

(P) District 5 – Candelario Vazquez, Committee Member

(P) District 6 – Drew Hanish, Committee Member

(A) District 7 – Vacant

(P) District 8 – Sean Forkner, Committee Member

(A) District 9 – Anna Bocchini, Committee Member

(P) District 10 – Jeff Musgrove, Vice Chair

City Staff

Richard Mendoza, Director, Public Works Department

Eric Bailey, Assistant Director, Public Works Department

Susan Delgado, Administrative Manager, Public Works Department

Keyes Clemons, Program Coordinator, Public Works Department

Vanessa Ibanez, Administrative Specialist, Public Works

Garrett Cox, Procurement Manager, Capital Contracting Office

Cynthia Gonzales, Assistant Director, Capital Contracting Office

Rolando Fernandez, Capital Contracting Officer, Capital Contracting Office

CITIZENS COMMUNICATION

- a. No citizen communications

1. APPROVAL OF MINUTES

- a. Committee Member Calvin Williams motioned to approve the March 8th Minutes as amended, Committee Member Jeff Musgrove Seconded-Unanimous agreement.

2. DIRECTOR'S REPORT

- a. Update on Public Works Projects
 - i. Public Works Assistant Director, Eric Bailey, shared a presentation on Public Works Capital Project Delivery.

3. NEW BUSINESS

- a. Update and discussion on the Bidding Process
 - i. Garrett Cox, Capital Contracting Office, presented on the Bidding Process.
- b. CAC Nominations of Officers
 - i. Chair: Jeff Musgrove nominate Lyn Nance-Hendricks; Calvin Williams seconds. No other nominations. Lyn Nance-Hendricks voted as Chair.
 - ii. Vice Chair: Lyn Nance-Hendricks nominate Jeff Musgrove; Calvin Williams seconds. No other nominations. Jeff Musgrove voted as Vice Chair.
- c. CAC discussion of work plan
 - i. Lyn Nance-Hendricks received several workplan topics last month; requested a work group to discuss work plan for next year. Jeff Musgrove and Sean Forkner volunteered.

4. NEXT MEETING: May 10, 2022

5. ADJOURNMENT

Vice Chair Jeff Musgrove motioned to adjourn; Committee Member Calvin Williams seconded. Meeting ended at 10:57 AM.

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For more information on the Construction Advisory Committee, please contact Susan Delgado at 512-974-7065.

The minutes were approved at the May 10, 2022, meeting on Jeff Musgrove's motion, Sean Forkner second on a 6-0 vote.