



**MBE/WBE and Small Business Enterprise  
Procurement Program Advisory Committee Meeting Minutes**

**Regular Meeting  
Tuesday, October 4, 2016**

**The MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee convened in a regular meeting on Tuesday, October 4, 2016 at 301 W. 2<sup>nd</sup> Street, Boards & Commission Room 1101, in Austin, Texas.**

Chair Eliza May called the Board Meeting to order at 5:35 p.m.

**Board Members in Attendance:**

Eliza May, Regina Adams, Barbra Boeta, Marjorie Burciaga, Victoria Espinoza, Diane Harrison, Schiller Liao, Reginald Worlds

**1. APPROVAL OF MINUTES**

The minutes for the regular meeting of August 2, 2016 were approved on Committee Liao's motion, seconded by Committee Member Worlds, on an 8-0 vote.

**2. CITIZEN COMMUNICATION: GENERAL**

**There were no speakers signed for Citizen Communication.**

**3. NEW BUSINESS**

For discussion and possible action on recommendations to City Council (City Code § 2-1-163(B)) regarding the following:

- a. Welcome and introduction of new Committee Member Diane Harrison.  
**Welcome and introductions made; no action taken.**

**4. OLD BUSINESS**

For discussion and possible action on recommendations to City Council (City Code § 2-1-163(B)) regarding the following:

- a. Update from the Purchasing Office on purchasing policies and processes  
**Presentation made. The Committee requested an update in November with additional details (flow chart and on purchasing awards).**
- b. Discussion and recommendations on Local Preference in Local Government Procurement  
**A motion to approve the recommendation from the June 7, 2016 meeting was passed on a motion by Member Boeta, seconded by Member Liao, on a 7-0 vote. Committee Member Madrid was absent, Committee Member Adams abstained.**
- c. Update on the status of the Minority, Women and Veteran-Owned Business Enterprise (MBE/WBE and VBE) Disparity Study

**An update was provided. A draft ordinance will be provided in November for the Committee's review.**

- d. Monthly update on the 1) Council Awards; 2) Third Party Project; and 3) Request for Change (RFC) reports**

**Updates provided. The Committee requested a follow-up request for a presentation from Constructive Ventures, Aspen Heights & CIM Group and representatives of Balfour Beatty (The Independent at 3rd & West/ Austin Energy Block 24).**

**5. AGENDA ITEMS**

- a. Update from the Purchasing Office on purchasing policies and processes presentation**
- b. Discussion and recommendations on Local Preference in Local Government Procurement**
- c. Update on the proposed changes to the Minority-Owned, Women-Owned and Small Business Enterprise (MBE/WBE and SBE) Ordinances**
- d. Presentation from Constructive Ventures, Aspen Heights & CIM Group and representatives of Balfour Beatty (The Independent at 3rd & West/ Austin Energy Block 24) regarding compliance with the City's Third Party Resolution (Resolution No. 20120112-058) and terms of their agreement with the City**
- e. Monthly reports**

**ADJOURN**

Chair May adjourned the meeting at 6:50 p.m. without objection.