



(Construction Advisory Committee)
MINUTES

SPECIAL CALLED MEETING
(May 13, 2020)

CALL TO ORDER

The Construction Advisory Committee convened in a Special Called meeting on March 13th via Video Conference.

Chair Carson Fisk called the Committee Meeting to order at 10:05 AM

LIAISONS+

Roxanne Cook– Executive Liaison
Jessica Bild – Staff 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**
- (P) District 3 – Bob Batlan, Committee Member**
- (P) District 4 – Lyn Nance-Hendricks, Committee Member**
- () District 5 – Candelario Vazquez, Committee Member**
- () District 6 – Vacant**
- (A) District 7 – Bobby Smith, Committee Member**
- () District 8 – Vacant**
- (P) District 9 – Anna Bocchini, Committee Member**
- (P) District 10 – Carson Fisk, Chair**

City Staff

Richard Mendoza, Director, Public Works
Kristi Fenton, Division Finance Manager, Public Works

CITIZENS COMMUNICATION

- a. No citizens communications

1. APPROVAL OF MINUTES

- b. March 10, 2020
- c. Committee Member Jolsna Thomas motioned to approve March 10th minutes
- d. Committee Member Lyn Nance-Hendricks Seconds-Unanimous agreement

2. OLD BUSINESS

- a. Chair Carson Fisk took up Old Business out of order and began discussion of potential date changes and rescheduling of Work Plan for 2020
 - i. Chair Carson Fisk discussed the issue of changing meeting dates affecting the schedule of discussion items with the Committee.

- ii. Committee Member Bob Batlan requested that PWD Projects updates and the ongoing response to COVID-19 become a regularly discussed item.
- iii. It was agreed by the Committee that the 2020 Work Plan will be adjusted as needed to fit the evolving meeting schedule due to COVID-19.

3. DIRECTOR'S REPORT

- a. Update on Public Works Projects and the response to COVID-19.
 - i. Public Works Director, Richard Mendoza shared the Construction fliers created by Public Works to post at all Project sites and the precautions put in place to respond to COVID-19.
 - ii. Richard provided an overview of Safety Protocols being put in place at Construction Work Zones which include staggered crew assignments and schedules to minimize large groups of workers.
 - iii. Richard provided information on the prioritization of upcoming projects this Summer.

4. NEW BUSINESS

- a. Discussion and Possible Action on PWD Budget Process
 - i. Kristie Fenton, Public Works Division Finance Manager, provided an update on the Public Works Budget Process and the proposed budget that was submitted in May.
- b. Discussion and Possible Action on Committee Elections
 - i. Chair Carson Fisk nominated Committee Member Lyn Nance-Hendricks for Chair
 - a. Committee Member Lyn Nance-Hendricks was elected Chair via unanimous vote.
 - ii. Newly elected Chair Lyn Nance-Hendricks nominated Committee Member Bob Batlan for Vice-Chair
 - a. Committee Member Bob Batlan was elected Vice-Chair via unanimous vote.

5. FUTURE AGENDA ITEMS

- a. Discussion and Possible Action on Corridor Plan Update
- b. Discussion and Possible Action on Contractor Evaluation Program
- c. Discussion and Possible Action on Prevailing Wage & Compliance

6. NEXT MEETING: June 9, 2020

7. ADJOURNMENT

Committee Member Lynn Nance-Hendricks moved to adjourn, Committee Member Jolsna Thomas seconds, unanimous agreement.

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 [Jessica Bild](#) with the Public Works Department, at [512-974-7065](#), for additional information; TTY users route through Relay Texas at 711.

For more information on the [Construction Advisory Committee](#), please contact [Jessica Bild](#) at [512-974-7065](#).