



Minutes 2012 Bond Project Advisory Team (PAT) Meeting Askew Elementary School

MEETING #: 024

LOCATION: Askew Elementary School

DATE / TIME: May 12, 2016, 4:30pm

ATTENDEES: (those marked with an “x” check were present)

	Amanda Polk	
	Derek Blair	cre8 – Project Architect
X	Beverly Fisher	Secretary
	Dawn Danowski	Teacher
	Earle Taylor	Technologist
X	Ebony Cumby	Principal
X	Fatima Spinner	Teacher
X	Jane Farley	Teacher
X	Jennifer Major	Parent/Community
X	Karen Calhoun	Teacher
	Kathy Geer	Registrar
	Raul Ruiz	Assistant Principal
	Scott Bounds	Vanguard Magnet Coordinator
X	Veronica Pina	Vanguard Magnet Secretary
X	Rick Sperandio	Community Member

	Bankhead, Dan	HISD – Facilities Design
X	Taylor, Scott	Division One
	Helen Spencer	HISD – Communications
	Funk, Dave	HISD - Facilities Design
	Carlos Ramirez	HISD - SSO
	Weis, Tom	Division One
X	Michael Scott	HISD Bond – Senior Project Mgr.
X	Dinah Wiafe	HISD Bond – Design Mgr.
	Mike Huang	cre8 – Design / PA
X	Amber Moncla	cre8 – Design / PA
	George Watanabe	cre8 – Project Manager
	Matisia Hollingsworth	HISD Bond – Senior Manager
X	Rebecca Kiest	HISD - Communications
	Nicole Moore	HISD - SSO

PURPOSE

The purpose of this meeting was to review and discuss further Community Meeting and to provide an update on remote parking.

AGENDA ITEMS:

- Introductions
- Remote Parking Update
- Community Meeting Presentation & Update
- What to expect at the next Project Advisory Team meeting?



NOTES:

- Michael Scott, Senior Project Manager with the HISD Bond Office, welcomed visitors and members to the meeting.
- Mr. Scott presented and reviewed with the PAT updated slides reflective of the remote parking options at Westside Tennis Center (WTC).
- In reviewing the parking options noted, the PAT requested that the following items be revisited/researched:
 - Vehicular and pedestrian access off of Briar Forest Drive in lieu of Wilcrest Drive
 - Possibly change the route of the shuttle bus from Hayes Road to Lynbrook via Sandy Spring Road
 - Have feasibility or dry run be performed on the actual bus route in an effort to measure duration and timing
 - Have a traffic study completed in an effort to gauge the flow of vehicular traffic on the actual bus route to and from WTC
 - HISD to look into suitable options for staff who arrive early and leave late
 - HISD to verify with City of Houston(COH) current on street parking ordinances
- Mr. Scott advised that he would be scheduling a meeting with principal Cumby and HISD transportation in an effort to finalize outstanding items relative to the shuttle bus route and driver
- Several PAT members expressed concerns regarding the resolution of the COH building code issue involving current location of classrooms.
- Principal Cumby offered a solution which would be verified by cre8 via a meeting with COH Building Department plan reviewers. Once confirmed by cre8 with COH, RGCI would be providing an update to the PAT via Principal Cumby.
- One PAT member confirmed that he would be applying for 2018 Spark Park funding via a walk through to be performed in January 2017. Spark Park criteria mandates that the area be accessible after hours.
- The PAT requested that the use of existing playground equipment be confirmed by cre8; Division One confirmed the current scope of work for same for the new building.
- Mr. Scott confirmed that he would follow up with HISD regarding the relocation of the existing furniture currently located in the existing temporary buildings.

Questions / Concerns

Next Steps? What to expect at next Project Advisory Team Meeting? (June 9, 2016)

- Update on Remote Parking
- Community Meeting Feedback



ACTION ITEMS - (June 9, 2016):

- 24-01 Remote Parking – RGCI(Michael Scott)
- 24-02 Community Meeting – cre8(George Watanabe)

NEXT MEETING: Thursday, June 9, 2016 - @ 4:30 pm

Please review the meeting minutes once posted and submit any corrections to Michael Scott. If no corrections are submitted with five (5) days from HISD posting, the minutes will be assumed to be accurate.

Sincerely,

Michael J. Scott, Sr.
Senior Project Manager
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