



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

**MEETING #:** 014

**LOCATION:** Askew Elementary School

**DATE / TIME:** September 10, 2015, 3:30pm

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

	Amanda Polk	
X	Derek Blair	cre8 – Project Architect
X	Beverly Fisher	Secretary
	Dawn Danowski	Teacher
	Earle Taylor	Technologist
	Ebony Cumby	Principal
	Fatima Spinner	Teacher
X	Jane Farley	Teacher
X	Jennifer Major	Parent/Community
X	Karen Calhoun	Teacher
X	Kathy Geer	Registrar
X	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
	Barrera, Gloria	HISD – Facilities Design
	Clayton, Clay	HISD – Facilities Planning
	Funk, Dave	HISD - Facilities Design
	Robertson, Sue	HISD - Facilities Planning
	Wright, Kedrick	HISD - Facilities Design
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
	Bayardo Selva	cre8 – Design / PA
X	George Watanabe	cre8 – Project Manager
	Matisia Hollingsworth	HISD Bond – Senior Manager
X	Rebecca Kiest	HISD - Communications

**PURPOSE**

The purpose of this meeting was to provide an update on feedback received from the Community Meeting(held 7/29/2015) comments discussed at the last PAT held 8/13/2015.

**AGENDA ITEMS:**

- Introductions
- Review and discuss Relocated Service Yard Options as proposed per feedback from Community Meeting Presentation
- Review and discuss Flipped Core Plan Option
- Provided update relative to Swing Space/Relocation Options
- Review and discuss schedule for Design Development interviews
- What to expect at the next Project Advisory Team meeting?



## NOTES:

- Michael Scott, Senior Project Manager for the HISD Bond Program opened the meeting advising the PAT of specific items to be covered per the provided agenda. Mr. Scott also advised the school staff of upcoming additional soil borings to be taken on site later this month.
- Mr. Scott introduced cre8 architects who presented and reviewed with PAT an alternate plan option which basically flipped the current SD floor plan and provided a longer bus drive around the west and north sides of the site. Cre8 relayed the following advantages and disadvantages as follows: members provide feedback from the Community Meeting as follows:
  - Advantages:
    - Moves service side of building away from residential neighbors.
    - Allows space for portable buildings.
    - Cafeteria has easier access to bus and auto drive drop off areas.
    - Easier access for delivery trucks to the service drive.
  - Disadvantages:
    - Buses and daycare vans share the same drive. Noise from buses and vans will be closer to neighbors.
    - Service area (ugly) is highly visible to Hayes Road.
    - No service parking.
    - Service yard is very small.
    - Loses more trees.
    - Displaces all of the portable buildings during construction. Would require 4 additional portable buildings to be used (11 total).
    - More expensive due to additional pavement.
    - Learning Commons looks out onto the neighbor's fence rather than Hughes Rd.
  - PAT Members offered the following feedback relative to the flipped core design as follows:
    - Hayes Road is now a busy road so having the Learning Commons looking out to neighbor's fences should not be a problem.
    - There was a security concern having the Learning Commons along Hayes Road.
    - The PAT liked the drive along the north side of the existing lot. However, it will most likely become the auto drive instead of the bus drive.
    - There might be a need to provide gates at service drive entry and exit to control unauthorized access.
    - The PAT liked the improved access to the Cafeteria from the bus and auto drives.
    - The PAT did not have an issue with having the service area along Hayes Road. Several examples were cited where this is currently occurring (Walnut Bend Elementary, etc.)



- Swing Space Update
  - Mr. Scott provided an update to the PAT Members specific to the status of HISD's communication with the COH Department of Asset Management regarding use of the adjacent area north of the existing Water Tower as temporary parking during construction of the new building. He advised that the COH Department of Public Works had not provided a response to HISD as of yet. But a decision was pending. He also advised that the CMAR(Construction Manager At Risk) hired for the project was currently in the process of providing a cost estimate for the temporary parking lot.
  - Cre8 also presented and reviewed with the PAT a site plan showing the effects the flipped plan option would have on the proposed layout of the temporary buildings and playground locations during construction.
  - The AP felt that losing the temporary drive near the portables would be a major problem because they were planning to use it for auto pickup.
  - The staff also advised that at least one additional restroom building will be needed in the revised configuration.
  - The idea of the possibility use a two story "temporary" structure to be provided instead of temporary buildings was also discussed.
  - In light of the feedback received at today's PAT meeting and in an effort to fully vet the proposed flipped plan option, the PAT felt that it would be necessary to schedule an interim meeting to further discuss and decide upon the "flipped core" concept versus the current schematic design layout.
  - As a result, a follow up **meeting was scheduled for Thursday, September 24, 2015 at 4:30 PM.**
- Design Development Interview Schedule
  - Cre8 architects reviewed the upcoming interviews scheduled with the current askew school staff. The school acknowledged and confirmed the current schedule as presented.

#### Questions / Concerns

- Does the current layout of the temporary buildings encroach into the existing buildings? Cre8 confirmed that it did not.
- Is the current Educational Specification current or the Design Standards? HISD Design to confirm.

#### Next Steps? What to expect at next Project Advisory Team Meeting? (September 24, 2015)

- Review of Flipped Plan Option versus current Schematic Design
- Update from HOA Meeting



**ACTION ITEMS** - (September 24, 2015):

14-01 Update Flipped Plan Option

14-02 Swing Space/Relocation Transition Plan – Update

**NEXT MEETING:** Thursday, September 24, 2015 - @ 4:30 p.m.

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  
Senior Project Manager  
HISD – Construction & Facility Services  
3200 Center Street, Houston, TX 77007  
Phone: 832 – 732 - 2648  
Email: [mScott14@houstonisd.org](mailto:mScott14@houstonisd.org)  
C: All attendees