



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

MEETING #: 25

LOCATION: Condit Elementary School

DATE / TIME: February 26, 2015 at 11:50 a.m.

ATTENDEES: (those marked with a check were present)

<input checked="" type="checkbox"/>	Dan Greenberg	Principal	<input checked="" type="checkbox"/>	Lenette Pruetz	IT Manager
<input checked="" type="checkbox"/>	Julia Tamm	Parent	<input type="checkbox"/>	Swati Narayan	Parent
<input checked="" type="checkbox"/>	Michelle Driscoll	Faculty	<input checked="" type="checkbox"/>	Princess Jenkins	HISD
<input type="checkbox"/>	Meg Pieri	Teacher	<input type="checkbox"/>	Eric Ford	HISD
<input type="checkbox"/>	Bill Johnson	Faculty	<input type="checkbox"/>	Tim Kunz	VLK
<input checked="" type="checkbox"/>	Sally Reed	Community	<input checked="" type="checkbox"/>	John Nowak	VLK
<input checked="" type="checkbox"/>	Pegi Newhouse	Parent	<input checked="" type="checkbox"/>	Fred Bowyer	Community
<input checked="" type="checkbox"/>	Sarah Lavine-Kass	Parent	<input type="checkbox"/>	Lacy Grimm	Asst. Principal
<input type="checkbox"/>	Keith Robinson	Division	<input checked="" type="checkbox"/>	Tom Weis	Division One
<input type="checkbox"/>	Todd Lien	VLK	<input checked="" type="checkbox"/>	Steven Gee	HISD

PURPOSE: The purpose of this meeting was to update the PAT on the status of construction.

AGENDA:

- Receive a project update
- What to expect at the next PAT meeting

DISCUSSION:

1. Steven Gee, HISD Project Manager gave the following construction progress report:
 - City of Bellaire issued the demolition permit for Condit Elementary school on February 17, 2015. The permit authorized Division One to start tree removal and the clearing of the site for construction.
 - Mr. Gee informed the PAT that we have not received the building permit, but anticipated HISD would have it soon. The Parking Plan, Joint Use Agreement, and Easement release letter from Center Point Energy are all still needed for the permit.
 - HISD will submit the signed Joint Use Agreement and Parking Plan to the City of Bellaire no later than tomorrow February 27, 2015.
 - School faculty will utilize the parking lot at Cross Point Church, as well as temporary parking located on the Condit Elementary School site, designated parking area near the construction trailer, and authorized street parking in the vicinity the school. The onsite temporary parking lot will be inaccessible during school hours (7:30 am to 3:45 pm).



- Centerpoint Energy is scheduled to complete the necessary work to release the utility easement on Wednesday, March 4, 2015. Once the work is completed Center Point Energy will forward HISD the release needed for the building permit.

QUESTIONS/ANSWERS:

N/A

ACTION ITEMS:

N/A

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. The next PAT meeting will include updates on the construction schedule and define milestone dates.

NEXT PAT MEETING: Thursday, March 26, 2015 at 11:50 a.m. in the Condit Elementary School Library

Please review the meeting minutes and submit any changes or corrections to the author. After five (5) calendar days, the minutes will be assumed to be accurate.

Sincerely,

Steven Gee

Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9261
Email: sgee@houstonisd.org