



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Kashmere High School

MEETING #: 4

LOCATION: Kashmere High School

DATE / TIME: December 16, 2013, 4:30 PM

ATTENDEES: (those marked with a check were present)

✓	Amber Williams	Principal	✓	Douglas Lacy	HISD Program Manager
✓	Patsy Morehead Potts	Teacher		Sue Robertson	HISD GM Facilities Planning
✓	Ronnie Porter	Teacher		Bob Myers	HISD Design Manager
✓	Ken Williams	Community Member		Dave Funk	HISD Facilities Planner
✓	Huey German-Wilson	Community Member	✓	John Haugen	NATEX, Architects
✓	Esther Omogbehin	School Support Officer	✓	Anthony Payne	NATEX, Architects
✓	Princess Jenkins	HISD Facilities Planner	✓	Carolina Weitzman	NATEX, Architects

PURPOSE: Discussion focused on the development of the Renovation Priority List.

AGENDA:

- 2007 Bond Program Renovation Scope
- NATEX Corporation – Kashmere High School – Priority List
- What to expect at the next PAT meeting

DISCUSSION:

1. John Haugen, Project Manager, NATEX Corporation, Architects, requested feedback from the PAT regarding the scope of work from the 2007 Bond Program for Kashmere High. What work was performed under the bond program and was that work completed satisfactorily? The PAT identified some areas are complete while others were reassessed and redone. Light switches that operated lighting within a classroom were installed outside of the rooms they were to operate. The PAT requested that this item be addressed. It was noted that most of the work centered on electrical and mechanical upgrades.



2. Princess Jenkins, HISD Facilities Planner, introduced to the PAT a spread sheet which identified the recent priority listing of renovation items that were developed without involvement from the NATEX Corporation. However, the renovation priority listing specifically identifies the major concerns of the PAT and their priority listing from high to medium to low. A quick review of the priority listing occurred and reemphasized the concerns for HVAC upgrades, restroom ventilation, canopy repairs, safety/security, and upgrades to the Auditorium seating and floors.
3. Mr. Haugen presented floor plans of the existing facility to clearly understand the current layout and to receive feedback from the PAT regarding the existing conditions by descriptively walking through the floor plans. The following points were discussed:
 - a. Open walls to Gymnasium at courtyard for visibility into the Gymnasium space.
 - b. Natatorium – pump replacement, extreme moisture problem
 - c. Limited visitor parking at entrance
 - d. Interior views to the classrooms
 - e. Enclose exterior stairwells, views into closed stairwells
 - f. JROTC relocation to Auto Mechanics in Building “C”
 - g. Upgrade locker rooms
 - h. Convert outdoor basketball to tennis courts
 - i. Installation of a canopy between buildings near Life Skills entrance in Building “C”
 - j. Flexible spaces at classrooms adjacent to stairs at Building “A” for each floor
4. PAT identified areas within the floor plans which were presented by NATEX that were not accurately defined. NATEX shall re-visit the school to reexamine the floor plan to identify the discrepancies along with further studies required for the renovation assessment.

ACTION ITEMS:

- 4-01 Existing Conditions Assessment continues (NATEX Corporation)

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. The architects will report progress on the following item the Renovation Priority List Assessment

NEXT PAT MEETING: The next PAT meeting will be held on Tuesday, January 20, 2014 at 4:30pm.

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

Sincerely,

Douglas Lacy

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