



HISD Project Advisory Team (PAT) Meeting Minutes
North Forest Early Childhood Center

MEETING NO.: 011

LOCATION: Fonwood Early Childhood Center

DATE / TIME: June 16, 2014 12:00pm

ATTENDEES: Princess Jenkins, HISD Facilities Planning; Kimberly Agnew Border, HISD Principal; Devin Kopp, HISD PK Teacher; Marianne Keating, HISD PK Teacher; Melba Williams, Kwame Building Group PM; Cheryl Lawrence, RWS Architects; Jason LaBay, Drymalla Construction

PURPOSE: The purpose of this meeting was to review the current design for North Forest Early Childhood Center.

AGENDA ITEMS:

- **Discuss the Community Meeting**
- **Review Project Timeline**
- **Floor Plan Update**
- **Site Plan Update**
- **What to Expect at the Next PAT Meeting**

NOTES:

Discussion

1. Dr. Agnew received no negative feedback from the community meeting held on June 3, 2014.
2. Drymalla Construction Company reviewed the project timeline:
 - a. The project documents have been issued for proposals.
 - b. Drymalla is currently soliciting subcontractor proposals. An ad appeared in the paper on Saturday and another will be in the paper next weekend.
 - c. Construction is scheduled to start in the third quarter of 2014 and be completed in the third quarter of 2015.
3. Floor Plan Update
 - a. Cheryl Lawrence of RWS Architects reviewed the floor plan. An egress corridor has been added to the 400 neighborhood. The size of self-contained classrooms was reduced to accommodate the corridor. Dr. Agnew would prefer that the adjacent three (3) learning centers be reduced in lieu of the self-contained classrooms. RWS will revise the plan.
4. Site Plan update:
 - a. The size of the detention pond has increased. It has been relocated to the location originally shown on the Schematic Design Site Plan on the east side of the site. It is approximately 6'-0" deep and will have a 6'-0" tall vinyl coated chain link fence around it.
 - b. Dr. Agnew requested that the fences around the outdoor play areas at the Bus Drop-off/Pick-up and Parent Drop-off/Pick-up be 6'-0" Ornamental Fences in lieu of 4'-0" Ornamental Fences.

NEXT PAT MEETING: The next PAT Meeting will be held on July 23, at 12:00 pm.

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

Sincerely,

Melba Williams

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