



Minutes 2012 Bond Project Advisory Team (PAT) Meeting Pilgrim Academy

MEETING #: 13

LOCATION: Pilgrim Academy K-8 Principal's Conference Room

DATE / TIME: September 10, 2015 @ 4:00 pm

ATTENDEES: (those marked with a check were present)

<input checked="" type="checkbox"/>	Diana Castillo	Principal	<input checked="" type="checkbox"/>	Edna Chible	Parent
<input checked="" type="checkbox"/>	Andrew Casler	Dean of Students	<input checked="" type="checkbox"/>	Carrie Flores	Asst. Principal
<input checked="" type="checkbox"/>	Jim Teater	Community	<input checked="" type="checkbox"/>	James Metoyer	Area Director
<input checked="" type="checkbox"/>	Tom Davies	Teacher	<input checked="" type="checkbox"/>	Eric Ford	HISD
<input type="checkbox"/>	Jarrad Lenoir	RDC Architects	<input checked="" type="checkbox"/>	Romerico Romero	Teacher
<input checked="" type="checkbox"/>	Stennis Lenoir	RDC Architects	<input checked="" type="checkbox"/>	Albert Wong	HISD

Purpose: Review the continued development of the earlier approved design concepts and discuss comments from the recent Pilgrim Academy Community Meeting held on August 12.

AGENDA:

- Review & discuss Pilgrim Academy Community Meeting comments & concerns.
- Review & discuss proposed locations for various new program additions and floor plan layouts.
- Review & discuss the exterior elevation studies and new courtyard connection.
- What to expect at the next PAT Meeting.

DISCUSSION:

1. The PAT Meeting began with Albert Wong handing out three comment cards to the PAT members from the recent Pilgrim Academy Community Meeting that were written in Spanish. When these were translated, it was noted that they were all comments about wanting more Pre-K and K classes made available in the current Pilgrim Academy Program but this was generally considered by the PAT members as not available, program-wise.
2. Stennis Lenoir discussed the perceived parking requirements by the City of Houston Planning Dept. for the new Pilgrim Academy and prepared a parking analysis based upon an all middle school program. This represents the most stringent occupancy application that the City of Houston typically uses for determining the parking spaces requirements for new construction. He believes that another 40 parking spaces are required, based upon a mixed occupancy elementary/middle school program and a parking variance from the City of Houston Planning Dept., with a total of 101 parking spaces required.
3. The proposed new Coaches Office locations were reviewed with the PAT, along with discussions about the athletic storage needs. Mr. Lenoir will make the floor plan revisions to reflect these decisions.
4. Mr. Lenoir presented some exterior elevation studies, with masonry as a primary exterior building material, along with some metal panels for accent and some proposed construction cost savings. The PAT appeared to accept these proposed exterior design materials. They preferred larger window glazed areas, with no arches over the window openings.



5. Mr. Lenoir discussed possible flooring materials in the new addition. He acknowledged that the current Pilgrim Academy has terrazzo flooring and proposed using some new terrazzo flooring areas to transition into some sealed, colored concrete areas that would be used in the corridors of the new addition, with Vinyl Composition Tile flooring typically in the new classrooms. The Gymnasium flooring will be scheduled as an oak wood flooring, with some alternate flooring materials should costs become a concern.
6. A question came up about any possible use for the newly acquired parcel of land to the northwest of the current campus and how it would be utilized. Since there was no construction funding provided in the 2012 Bond Program for any new playing fields, it was suggested that the COH Sparks Park Organization could be contacted to provide some financial assistance with developing this area into a playground or playing field for joint community use during after school hours. Mr. Wong will follow up with providing a contact with the Sparks Park Organization in this regard.

QUESTIONS/ANSWERS:

- 1-1 There were no additional questions.

ACTION ITEMS:

- 1-01 Provide a contact with the COH Sparks Park Program. Albert Wong forwarded a contact person.
- 1-02 Prepare for the next PAT Meeting.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Review developed Schematic Design drawings and ideas from the last PAT design work session.

NEXT PAT MEETING: Tuesday, October 6, 2015; 3:30 pm; Pilgrim Academy Principal's Conference Rm.

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

Sincerely,

Albert Wong, AIA

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