Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Wilson Montessori School

MEETING #: 010

LOCATION: Wilson Montessori School

DATE / TIME: June 8, 2015 at 5:00pm

ATTENDEES: (those marked with a check were present)

- [✓] Beth Bonnette Principal
- [✓] Jodi Aserkoff Elem. Teacher
- [✓] Melissa Bohls Lower Elem. Teacher
- [✓] Jeff Molthagen Teacher
- [✓] Deborah Cogley Teacher
- [✓] Wendy Freed Early Childhood Teacher
- [✓] Debra Loewenstein Teacher
- [✓] R. Robbins Teacher
- [✓] Ernesto Alfaro Parent
- [✓] Elizabeth Eriksen Parent
- [✓] David Jans Parent
- [✓] Amber Moncla Parent
- [✓] Ken Smart Parent
- [✓] Patsy Cavazos School Support Officer
- [✓] June Spencer Friends of Cherryhurst Park
- [✓] David Funk HISD Planner
- [✓] Bob Myers HISD Designer
- [✓] Brian Alling HISD Project Manager
- [✓] Parra Camilo Neighborhood citizen
- [✓] Terry Smith Smith & Company Architects
- [✓] Meredith Reed Smith & Company Architects
- [✓] Charles Shepherd Smith & Company Architects
- [✓] Michelle Dudley Pfluger Architects
- [✓] Stefi Santa Cruz Pfluger Architects
- [✓] Martin Brennan Pfluger Architects

PURPOSE: The purpose of the meeting was to update attendees of the project status.

AGENDA:
- Project design status update
- Questions and Answers
- What to expect at the next Project Advisory Team (PAT) meeting

DISCUSSION:
1. Mr. Brian Alling, HISD Project Manager, welcomed the Project Advisory Team (PAT) members and thanked them for their time and participation in the project design process.
2. Mr. Alling informed the meeting attendees that the architect and engineers were continuing work to further develop and analyze the initial design schemes developed during the design charrette.
3. Project cost estimating consultants as well as the design team have been reviewing the existing campus conditions in relation to the proposed design to determine any cost impacts to the budget which may arise from existing conditions, mechanical/plumbing/electrical systems, or physical barriers which may require modifying the design.
4. The project team’s focus is to develop as many of the campus facility needs within the bond program that have been identified project framework and established construction budget.

QUESTIONS/ANSWERS:
1. Mr. Alling asked Principal Bonnette if there were any summer school or other campus activities consultant teams visiting the campus need to be aware of. Ms. Bonnette noted there is no recess in summer school so the playground areas are relatively open for site survey and geotech engineer investigation work. Mr. Alling assured the campus any visiting consultants would first check in with the main office to notify the campus they were on site and to ensure their efforts do not disrupt campus operations.
2. Mr. Alling asked if there were any preferred dates for the district to schedule a Community Meeting event at the campus to introduce the community to the project. Ms. Bonnette suggested Wednesday, September 23, 2015, which is the date of a campus open-house and would be a good event for a community meeting.

ACTION ITEMS:
None

WHAT TO EXPECT AT THE NEXT PAT MEETING:
1. The PAT will be presented with an updated project schedule and schematic design drawings for their input and advisement.

NEXT PAT MEETING: The next PAT meeting will be Monday, July 13, 2015 at 5:00 pm at Wilson Montessori Library.

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,

Brian S. Alling
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Direct Phone: (713) 556-9250
Mobile Phone: (713) 498-5417
Email: balling@houstonisd.org