Minutes
2012 Bond Project Advisory Team (PAT) Meeting
North Forest Early Childhood Center

MEETING #: 25
LOCATION: North Forest Early Childhood Center
DATE / TIME: October 21, 2015, 3:00 P.M.
ATTENDEES: (those marked with a check were present)

- Calvin Smith, HISD
- Isabel Lopez, HISD
- Cheryl Lawrence, RWS
- Cedrick Winslow, HISD
- Kimberly A. Border, HISD
- Devin Kopp, HISD
- Marianne Keating, HISD
- Thomas Gries, DryMalla
- Alexandria Sholtz, RWS Intern
- Samantha Ding, RWS Intern

PURPOSE:
1. Discuss current site developments and issues, if any
   a. Concrete pour for building slab, bus loop, and parking area.
   b. Erection of the structural steel has begun and is ongoing.
   c. Installation of electrical duct bank in service yard.
   d. Discussed temporary power to building.
   e. Underground plumbing and electrical in kitchen area.
   f. Installation of grease trap.
   g. Grading of detention pond.
   h. Removal and relocating of power poles.
2. Review of construction look ahead
   a. Erection of structural steel and detailing.
   b. Concrete pour at parent drop off.
3. Discussion Items
   a. Set up a HISD walk for the first week of November.
   b. Schedule a design meeting with Architect, principal, & HISD.
   c. Signed rendering needs to be presented to principal from Architect.
   d. Change PAT meeting to 3:30pm per Cedrick Winslow’s suggestion. Make sure to send revised invite for 3:30 p.m.

AGENDA: N/A
NEXT PAT MEETING:  The next scheduled PAT meeting will be November 16, 2015 at 3:30 p.m.

Sincerely,

Calvin Smith  
Project Manager  
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