

St. Martin de Porres Building Committee
Meeting Minutes—4/5/2017
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1. Fr. Charlie led the committee in an opening prayer.
2. Attendees: Michael, Stacy, David, Walt, Carroll, Marty, Flint, and Fr. Charlie. Guest: Francis Zordilla (Claycomb Architects).
3. Michael stated that the building design workgroup has been coordinating with the architect to come up with a new building layout and site plan, which would now be presented to the rest of the building committee.
4. Francis presented the updated site plan, which includes:
 - a. 112 additional parking spaces adjacent to Post Oak Drive;
 - b. One story multipurpose building east of the chapel;
 - c. Stations of the cross path recommended between the existing church and multipurpose building; and
 - d. Playground on south side of the multipurpose building.
5. Francis presented the updated building layout, which includes:
 - a. Option 1 has movable walls between the classrooms and the great room as well as between adjacent classrooms. Option 2 has permanent walls. Fr. Charlie commented that he would prefer permanent walls between the classrooms and great room and movable walls between classrooms.
 - b. Exterior wall finish will be stucco on the top, which is less expensive than metal. In addition, there will be masonry on the bottom and some select accent areas. Michael was concerned about ongoing maintenance of the stucco. Francis said stucco would need to be painted periodically, but metal walls would also need to have periodic maintenance to check and tighten the screws.
 - c. Total floor space is 21,365 SF.
 - d. There are 12 classrooms, which are 600 SF each, but these would need to be 750 SF to meet T.E.C. requirements for schools. This could be done within the same building footprint by using fewer classrooms.

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- e. The great room would seat just over 500 people on folding chairs and would include a raised altar area. Tables and chairs could be used for banquet situations and placed in storage room when not in use.
 - f. Entry will be a clear focal point and have a canopy covering the doors. Restrooms will open off the entry.
 - g. There will be covered porches running along both sides of the building and will have both exterior and interior doors.
 - h. Kitchen will have both exterior and interior doors.
 - i. There is also office space at one end of the building.
6. Francis said that he has gotten some rough preliminary estimates from two builders, Lee Lewis and NavCon, based on the updated drawings. Initial estimates are indicating a cost of around \$225/ SF, which includes utilities, parking, engineering fees, the structure, lower cabinets in the classrooms, etc. These estimates do not include the architect's fee or furnishings.
7. The building committee discussed the updated designs.
- a. The floor in the great room will be polished or painted concrete. The office space would have carpeting.
 - b. Fr. Charlie would like to add some masonry on the wall behind the altar as an accent. This will match the exterior of the building. We would also need to get a crucifix and some statues for this area.
 - c. The intention is to use the great room as a worship space for masses that exceed the seating capacity of the existing church, such as Christmas, Easter, and the Sunday 11:00 AM mass.
 - d. Michael suggested placing the support columns adjacent to the classroom walls instead of several feet from the walls. This would provide a more open space.
 - e. Committee requested that the architect consider how banquet table would fit into the great room. Specifically how many people could be accommodated with round tables versus rectangular tables. In addition, consider how the tables would be stored when not in use.

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- f. Fr. Charlie suggested that the nursery and pre-K rooms be placed at the far end of the building, closest to the office space. This would ensure that there are “jack & jill” bathrooms at the end of the building farthest from the main bathrooms.
 - g. For the master plan, we need to show possible expansion of the multipurpose building to include additional classrooms, a gym, and possibly a medical clinic. This expansion would basically be a mirror image of the phase 1 multipurpose building, placing the office space in the center of the future building.
 - h. For the master plan, assume that the sanctuary will accommodate 1000 to 1500 people, which will increase the amount of parking needed in the future.
8. The committee discussed a project timeline and plans for moving forward with the project.
- a. Revise the design based on today’s discussions and have drawings ready to present to the parish.
 - b. Start working on finding a builder and scheduling interviews.
 - c. First weekend of May - Fr. Charlie will present the updated site plan and building plan to the parish. He will also give an update on the progress of the capital campaign. The updated drawings will be posted on the parish website following this meeting.
 - d. Fr. Charlie would like to get at least \$2 million in the fund before we start construction.
 - e. We hope to start construction in November 2017.
 - f. Construction should take about ten months.
9. Action Items:
- a. Fr. Charlie will talk to the office staff to get input for finalizing the office space.
 - b. Francis will update the drawings to:
 - i. Move the jack and jill bathrooms closer to the office end of the building
 - ii. Move the columns toward the classroom walls.

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- iii. Use movable walls between the 8 center classrooms so they can be opened up to make 4 large classrooms.
 - iv. Move the records storage “vault” to an interior wall of the building and make sure that this space is fire resistant.
 - v. Revise office space based on input from the office staff.
 - c. Updated drawings will be provided to Fr. Charlie prior to the first weekend of May.
10. The next committee meeting will be determined later.
 11. Fr. Charlie closed the meeting by leading the committee in prayer.