

ST. JOHN THE BAPTIST GREEK ORTHODOX CHURCH BUILDING COMMITTEE MEETING NO. 5

MEETING MINUTES 03/23/09

TO: **Joe Sullivan, Mirela Tudora, Stacia Leeders, George Moutafis, Mitch Chokas, Buck Kinman, Ted Stoycos, Fr. Vasile Tudora,**
Bold indicates those present for the meeting.

This meeting served as the Detailed Design Kick-Off Meeting with the Ashton Wynne-managed design team. Present at the meeting from the Design Team included:

Nick Mourton	Asthon Wynne
Tony Brutsche'	Icon Architects
Dana King	Icon Architects
Jim Dewey	JDJR Engineers (civil engineering)
Mark Portney	MEP Systems (MEP engineering)
Keith Leslie	Technistructures (structural engineering)

Weekly conference calls (Mondays at 6:00pm) will be used to communicate between the Building Committee and the Design Team throughout the project, with targeted dates scheduled to meet face to face.

Soils testing was completed on Wednesday, 03/18/09. Results are due to Ashton Wynne on 03/25/09.

Surveying will commence the week of 03/23/09. Along with this activity, JDJR will research and identify the 100 year floodplain relative to the creek location to determine elevation requirements of the Church foundation pad.

AI-1 Mirela Tudora to submit CAD file of the existing property site plan to the Design Team for reference.

Schematic drawings are scheduled to be delivered to the BC on 04/16/09 for initial review in PDF format. It was agreed to schedule a face to face meeting with the Design Team on Tuesday, 04/21/09 at 6:00pm at St. Johns to review the drawings. The schematic design will be based on the renderings and floor plans delivered by Mirela Tudora 03/12/09, which are deemed to be frozen moving forward. Any changes will be for mechanical / constructability reasons.

After a one week period to finalize any schematic design feedback from the BC, the Design Team proposed to have the Design Development package submitted to the BC three weeks after approval of the Schematic Design. This package will be the first of two submissions that the BC will offer the St. Johns congregation for review and comment.

Jim Dewey of JDJR Engineers is the Design Team's designated liaison with the City of Euless and will act on St. John's behalf for city submittals. There will be three submittals – initial Site Plan including request for code variance for Church height located within a single family district; Plat

reallocation; and Building Permit. It was recommended that the first two submissions be accomplished during the design process and the final Building Permit submission be done prior to construction activities. Jim confirmed that there is a 12 month expiration limitation on the approved Site Plan; however he was going to investigate if it could be extended based upon the Capital Campaign activities raising the necessary funds prior to construction. Jim also suggested having a member of St. Johns present during any meetings with the city.

It was confirmed that the parking code requirement for churches in Euless is 1 parking space for each 4 permanent seats (temporary overflow chairs in the apses do not count). Also confirmed was that parking stops are not required for end to end spaces, only a perimeter barrier separating the parking lot on the property. Jim was confident that asphalt could be used as the material of construction for the parking lot which will reduce construction costs over concrete.

George M. suggested that the BC perform an informal survey over the next 3-4 weeks to see what our actual current counts are for parking.

Based upon feedback from the Parish Council and George V. at the last BC meeting, the Design Team was requested to provide several options for the parking lot layout and the entry drop-off area in front of the Church. The goal would be to have all of the code-required spaces on the north side of the Church in lieu of using any property to the south of the creek. Also required will be necessary provisions for fire truck access per City of Euless code requirements. The actual location of the Church, while designated to be centrally located per concept plan, will be determined based upon soils analysis.

AI-2 Mirela Tudora to submit to the Design Team her latest concept for parking lot and drop-off area for reference.

The Design Team was requested to allow for a paved sidewalk around the perimeter of the Church for processions.

The Design Team was requested to consider a pergola type structure between the Church and Church Hall as depicted on the concept plan with a paved sidewalk. A complete covered walkway will be submitted as an additional allowance (future project). It was also discussed to have a covered entry at the Church Hall similar in design with the Church Exo-Narthex.

HVAC considerations were discussed. Mark Portney of MEP Systems recommended using split systems as the preferred basis of design over packaged units (or geothermal systems) for cost and aesthetic reasons. Location of the outdoor condensing units will need to be integrated into the overall architectural plan and site plan with possible half-wall screening surrounding the units.

It was confirmed that a second mechanical room above the room adjacent to the Altar would be desired for an HVAC unit providing conditioned air to the Altar area. Duct and diffuser arrangement in this area will be key to ensure candles are not adversely affected.

The Design Team was requested to consider a stand-alone Baptismal font adjacent to the Altar with hot water provided at its location.

Dana of Icon Architects presented several ideas on roof structure involving provisions of a ridged roof over the internal arched ceilings. However, it was decided that an arched roof is desired over the ridge design as shown on the concept plans to ensure that the integrity of the Byzantine-style

architecture is maintained. An air gap will be required to protect the heat transfer on all internal arched ceilings. A metal roof is the preferred and necessary material of construction due to the large amount of curved surfaces and will be used as the basis of design.

The idea of a model was discussed to assist the Capital Campaign Committee in fundraising efforts.

AI-3 Icon Architects to submit a cost proposal and timeline for creating a physical model.

Another consideration discussed in lieu of a physical model was using an electronic 3D “flyover” model which could be produced and loaded onto individual zip drives for distribution to parishioners. Mirela has the capability with her software package to perform this function.

To assist in understanding the overall concept plans of the Church, it was recommended that a sub-meeting be set up between Mirela and Icon Architects, possibly at their downtown Fort Worth office, to view the 3D renderings as well as to discuss compatibility with Icon’s AutoCAD program. Additionally, all electronic files of the concept plans are to be submitted to the Design Team as the overall basis of design.

AI-4 Mirela Tudora and Icon Architects to set up a sub-meeting to review 3D renderings, discuss compatibility of software packages for the transmission of electronic files no later than Tuesday, 03/31/09.

Initial payment to Ashton Wynne transmitted to Nick Mourton at the meeting.

Building Committee Meeting Schedule:

Tuesday, April 21st

Meeting will be at 6:00pm at the Church