



DATE: November 2, 2021

TIME: 6:00 pm

**MEETING:** Capital Planning Steering Committee Meeting  
Capital Planning Steering Committee Initial Meeting

**LOCATION:** Hattie Mae White  
4400 W 18<sup>th</sup> St.  
Houston, TX 77092

**DATE:** November 2, 2021

**TIME:** 6:00 P.M.

**PRESENT:**

**Capital Planning Steering Committee (CPSC)**

Marie Anstead (District 5)  
Brian Barragy (District 5)  
Rebecca Briscoe (District 5)  
Tanya Debose (District 2)  
Craig Johnson ((District 9)  
Abbey Roberson (District 7)  
Marc Flores (District 1)  
Alana Holmes (District 1)  
Michael Lunceford (District 5)  
Allison Marshall (District 1)  
Josh Wallenstein (District 6)  
Timothy Williams (District 8)

**Houston Independent School District (HISD)**

Millard House II, Superintendent  
Wanda Paul, Chief Operating Officer  
Andreas Peeples, Officer Construction Services  
Daniel Bankhead, Construction Services  
Eric Ford, Construction Services  
Sizwe Lewis, Construction Services  
Miranda Perez, Communications  
Jim Rice, Rice & Gardner  
Ron Keller, Rice & Gardner  
Claude Yoas, Rice & Gardner  
Ian Powell, PBK Architects  
Caroline Harris, PBK Architects  
Kathy Allen, Construction Services  
Bridget Ward, Construction Services

**ABSENT:**

David Danny (District 7)  
Brittany Hyman (District 4)  
Josephine Rice (District 2)  
Sandra Rodriguez (District 6)  
Roger Soto (District 5)

The general purpose of the meeting was to introduce the Capital Planning Steering Committee to a collaborative effort on developing a bond program for the 2022 Election. Related issues, questions and activities were also discussed.

## **Item 1 Welcome and Introductions**

Andreas Peeples, Officer of Construction Services, welcomed the Capital Planning Steering Committee (CPSC) and other guests. This was followed by the introduction of Millard House II, the HISD Superintendent of Schools.

- Millard House II, HISD Superintendent
  - Superintendent House thanked the CPSC for their time and talent. This CPSC is important to the students of HISD, Harris County and the community as a whole. The CPSC will be the eyes and ears of capital needs identified in the 2021 Facilities Condition Assessment. HISD is facing nearly \$5 billion in deferred maintenance needs. The expectations of the CPSC are as follows:
    - Keeping high standards
    - Facilities Assessment - giving strategic direction, feedback and guidance
    - Use the specialized knowledge and expertise that they have acquired
    - Add an equity lens to all decisions while using the information provided throughout the meetings
  - This CPSC will help with formulating a new bond proposal in hopes of submitting it to taxpayers for November 2022 elections.
  - This new bond proposal will allow campuses and facilities to better support student instruction
- Wanda Paul, Chief Operating Officer
  - Chief Paul indicated she has been a part of 4 Bonds, a graduate of HISD Debakey HS and Old Southland ES, and is excited about the new Bond
  - Important parts of the 2022 Bond:
    - Help keep our buildings alive
    - Decide where new capacity is needed
    - Decide where new renovations are needed

- Chief Paul introduced her staff:
  - Alishia Jollivette, Officer of Facilities Services (Maintenance & Operations)
  - Eugene Salazar, Operations Administrative Officer
  - Andreas Peeples, Officer of Construction Services
- 48 D and F rated schools: everything that we choose, our kids will be our focus
- For our students, the state of the facilities has affected the trajectory of learning
- Everything that we consider, we're going to look at it with an equity lens. This will include Finance, Technology, Facilities, Athletics, Safety and Security

## **Item 2 Roles and Expectations of Members**

Mr. Peeples introduced HISD Team members that developed the Facilities Assessment Report and Capital Planning Initiative. Following, Mr. Bankhead allowed for the CPSC members to introduce themselves.

- HISD Team Members
  - Daniel W. Bankhead, General Manager of Facilities Planning and Design
  - Eric Ford, Sr. Manager of Facilities Design
  - Sizwe Lewis, Sr. Manager of Construction Services
- Outside Team Members
  - Jim Rice, President - Rice & Gardner
  - Ian Powell, Principal – PBK Architects
- Steering Committee Members (by Trustee District)
  - District 1 - Marc Flores, Alana Holmes, Allison Marshall
  - District 2 - Tanya Debose
  - District 5 - Marie Anstead, Brian Barragy, Michael Lunceford
  - District 6 - Josh Wallenstein
  - District 7 - Abbey Roberson
  - District 8 – Timothy Williams
  - District 9 - Craig Johnson

Mr. Bankhead discussed the purpose and background of the Facilities Assessment conducted by Rice and Gardner. The assessment was based on these 3 conditions:

1. Facilities Condition Index (FCI)
2. Educational Adequacy Index (EAI)
3. Demographics

Mr. Bankhead stated the Bond Preparation Timeline (364 days) is underway. This timeline will allow the CPSC to present a good Bond proposal package to the City of Houston, the HISD Board, and taxpayers. The utilization of this Bond will help support both our students and teachers. In 2020, Rice and Gardner conducted a Facilities Condition Assessment (FCA). MOCAPLAN, a facilities database program, was utilized to determine the conditions of the campuses. Population and Survey Analysts (PASA), the largest demographic firms in Texas, was used to determine the Demographics portion. Bond programs are a critical tool for how we address our deferred maintenance, expansion and growth and the changing needs throughout the district. In the past, Assessment and Bond History is set every 5 – 6 years. The last assessment and bond passed in 2012, therefore a new Bond is required. (please see attached presentation for detailed information). 2007 Focused on Elementary Schools and repairs 2012 Focus on High Schools touching over 44 schools and campuses, which sets the stage of the new Long Range Capital Planning Initiative. Mr. Bankhead the introduced Jim Rice that would delve into deeper instruction and knowledge of the new 2020-2021 Facilities Assessment to campaign for the Capital Planning Initiative.

### **Item 3 HISD Facilities Assessment**

Mr. Jim Rice of Rice & Gardner introduced his team (Ron Keller, Claude Yoas) along with Ian Powell of PBK Architects (Caroline Harris). In 2015, Rice and Gardner were contracted by HISD to conduct a Facilities Assessment. In 2020, the request was to implement/refresh the Facilities Assessment with a Long-Range Capital Planning Tool (MOCAPLAN). During this time, Mr. Rice stated that HISD is the oldest and largest school district in the state of Texas. To explain as an example, Mr. Rice used the repairs on his home over a 32year period, roofing and repair and replacement, foundation, AC, and modernization of both the kitchen and the bathrooms. Imagine having to complete that for 258 homes. That's where the Facilities Assessment came into place. To complete the Facilities Assessment, all HISD facilities were visited to assess the roofs, foundations, windows, AC and Heating systems (HVAC), restrooms, and kitchens. Then, assign a life cycle to each system. The collection of all data was entered into the MOCAPLAN database and this database is a great working tool not only for 2022 but also until 2027. For planning purposes, 85% of the Maintenance and Operational Budget of school districts go to salaries and benefits. Due to the lack of funding to fix large capital replacement items, the passing of a Bond is required. The 3 major categories identified in the database were:

**1. Facility Condition Index (FCI) – Jim Rice**

- a. An analytical tool to see how much money required for the replacement of the aging systems as compared to how much money is required to replace the entire school and apply a coefficient
- b. The condition of the actual school
- c. The **higher** the percentage denotes the worst of the facilities for example:
  - i. 65% or higher, good candidate for replacement
  - ii. 50% - 65%, major renovation or replacement
  - iii. 30%-50%, major systems require replacement or repair
  - iv. 0%- 30%, facility is well maintained or new
- d. As seen below, there are an estimated 8 schools that would be recommended to be replaced

Please see the chart below for HISD’s current FCI:

All HISD Schools		ES	MS	HS	ECC	Other
Total	258	157	38	36	8	19
Below 30%	140	76	13	33	5	13
30%-50%	85	60	17	2	3	3
65%-50%	24	16	5	0	0	3
Higher than 65%	8	5	3	0	0	0
N/A (T-Bldg. Campus)	1	0	0	1	0	0

Mr. Rice then introduced Ian Powell to educate the CSPC on the next item utilized of the 3 components which is the Educational Adequacy Index (EAI). After thanking the CPSC, Mr. Powell stated that he is a Managing Partner with PBK Architects. PBK specializes in the building of educational facilities. When you analyze something, analyze it for its purpose. What is its fitness of purpose to distribute education to the students. The information also came from a legislative budget report that came to the districts. All the feedback from the report wasn’t popular but it helped sharpen the approach to obtain the EAI. The EAI approach was more rigorous, and it was based on the absolute requirements for the enrollment law for the TEA rolled into Facilities.

**2. Educational Adequacy Index (EAI) – Ian Powell (PBK Architects)**

- a. An Index that measures the adequacy of the facility as it relates to the instructional program of the students
- b. The **lower** the percentage denotes the worst of the facilities
- c. As seen below, there are 38 schools identified as having poor EAI %’s

Please see the chart below for HISD’s current EAI:

All HISD Schools		ES	MS	HS	ECC	Other
Total	258	157	38	36	8	19
A: 100%-90%	55	24	1	23	1	6
B: 90%-80%	65	38	8	9	3	7
C: 80%-70%	46	33	9	1	1	2
D: 70%-60%	54	34	14	1	3	2
F: 60% and below	38	28	6	2	0	2

**3. Demographics (Enrollment)**

- a. For research, Population and Survey Analysts (PASA), the largest demographic firms in Texas, was used to determine the Demographics portion.
- b. If the FCI is really high and the EAI is really low along with enrollment, difficult decisions have to be made
- c. Student population has declined each year since Fall of 2014
- d. Enrollment growth are expected in the Orem/Almeda Genoa corridor along with the Westheimer corridor and pockets in the Northeast
- e. Annual births within HISD zoned population declined by 10%
- f. The 10-year enrollment projections are expected to both increase and decrease
- g. The utilization of campuses with less than 50% utilization are expected to continue declining in population.



Mr. Rice passed the attention to the CPSC Timeline which was presented by Mr. Bankhead. Mr. Bankhead stated that the CPSC are scheduled to meet every first Tuesday of the month. We are hoping to go to the Board in April 2022 to go be submitted on the May 2022 Agenda. Please see the CPSC Timeline below:

2021: Quarter 4	
Oct. 2021	Assemble citizen steering committee
Nov. 2 <sup>nd</sup> , 2021	1 <sup>st</sup> Capital Planning Steering Committee (CPSC) Meeting
Dec. 7 <sup>th</sup> , 2021	2 <sup>nd</sup> CPSC Meeting

2022: Quarter 1	
Jan. 11 <sup>th</sup> , 2022	3 <sup>rd</sup> CPSC Meeting
Feb. 1 <sup>st</sup> , 2022	4 <sup>th</sup> CPSC Meeting
Mar. 1 <sup>st</sup> , 2022	5 <sup>th</sup> CPSC Meeting

2022: Quarter 2	
Apr. 5 <sup>th</sup> , 2022	6 <sup>th</sup> CPSC Meeting
April 2022	14 <sup>th</sup> Last day to add items for May Board agenda
May 2022	Trustees vote on 2022 Bond during Board meeting

2022: Quarter 3	
Aug. 11, 2022	Last regular Board meeting for bond approval
Aug. 22, 2021	Last day to notify county re: placing bond referendum on ballot

2022: Quarter 4	
Oct. 11, 2022	Final day of voter registration
Oct. 10, 2022	First day to publish election notice in newspaper
Oct 21, 2022	Last day to publish notice of election in newspaper and post notice of election, voter information document, and sample ballot
Oct 24, 2022	Early voting begins
Nov. 4, 2022	Early voting ends
Nov. 8, 2022	Election Day