



Facilities Planning

**Meeting Minutes
Bellaire High School**

MEETING NO.: 009

LOCATION: Bellaire High School

DATE / TIME: June 25, 2014, 9:30 am

ATTENDEES: Michael McDonough, Principal; Diana Leeson, School Business Manager; Amy McIntyre, Teacher/ Dept. Chair; Swati Narayan, Parent; Judy Long, Community Member; Steven Gee, TCM Project Manager; Sue Robertson, HISD- GM of Facilities Planning; Dave Funk, HISD Facilities Planning; Melissa Turnbaugh, PBK – Architect; Rick Blan, PBK – Architect; Phil Rutter, PBK – Architect; Richard Chi, PBK - Architect; Leisa Lovy, Community Member/Parent; Carl Casteel, Librarian, Debra Campbell, Communications; Ashley Heng, Teacher; Todd Blitzer, Community Member; Dan Wikes, Science Teacher; Rocky Manuel, Teacher/Coach; Diana Leeson, School Business Manager; Andrew Monzon, Assistant Principal; Todd Blitzer, Community Member; Clay Clayton, HISD- Facilities Planning; C.H. Van Landingham, Parent; Albert Wong, HISD Facilities Design; Todd Granato, Turner Construction; Cornelius Banks, Global Momentum Construction; Hermie Thomas, Global Momentum Construction; John Preston, Turner – Global; Shonda Huery, Chief of HS-HISD; Chris Fields, Program Director-Heery International; David Waggoner, Heery International; Sylvia Wood, HISD; Chris Koeper, HISD – Sr. Manager of Construction; Sizwe Lewis, HISD –Construction Manager; Robin Foster, News Reporter; Paul Hoffman, City of Bellaire; John McDonald, City of Bellaire; Troi Taylor, TCM- Project Manager; Dexter Fuller, TCM- Project Manager; Tiffany Davila, HISD; Anne Marie Kilday, News Reporter; Heather Gray, Neighbor- Holly & Ferris; Justin Fuentes, HISD- Director

PURPOSE: The purpose of this meeting was to continue discussion about siting of Bellaire High School.

AGENDA ITEMS:

1. Review planning parameters
2. Discuss options
3. Discuss community meeting date and outreach
4. What to expect at the next Project Advisory Team Meeting
 - Next PAT Meeting date: July 15, 2014 at 9:30 am

NOTES:

1. Steven Gee, Program Manager welcomed the PAT to the meeting and introduced Sue Robertson, HISD's General Manager of Facilities Planning. Ms. Robertson noted that a number of non-PAT members were in attendance including representatives from the City of Bellaire, press, design firm, construction management firm, and HISD.

2. She noted that, during this meeting, she planned to share best-practice site planning parameters particularly in relation to urban sites and work with the PAT to review the options for the site planning and how option each addressed the parameters.
3. Ms. Robertson began by sharing research related to the current student body. She reviewed the breakdown by grade of the student body and their home locations in relation to Bellaire. She noted that this impacts transportation and arrival on campus. It was noted that approximately 2,800 students can be expected to not be transported by HISD.
4. Ms. Robertson then discussed best practices related to school planning. These included:
 - Absolute separation of students from construction
 - Construction cannot interfere with learning
 - Safe path from class to class
 - Ease of travel from class to class for students and staff
 - Spaces and fields available
 - Maintain/increase educational program
 - Clear separation of vehicular and pedestrian traffic
 - Required fields
5. Ms. Robertson then noted some preferences for planning:
 - Minimize disruption to neighbors both during construction and regular occupancy
 - Increase programmatic options
 - Maintain traditions
6. She asked the group to consider any additional issues that need to be added and the following were noted:
 - Judy Long noted that simply providing a planning space would not allow for the tutoring that is taking place within the teachers' classrooms.
 - Carl Casteel requested that maintaining a functioning library be added to the list – collaboration, individual study, teaching research, teaching writing, using online databases, learning to differ between good and bad information - all as part of preparing students for college. Amy McIntyre noted that the curriculum standards require that students understand the use and limitations of information gathered via the internet.
 - Ms. McIntyre requested that maintaining a variety of programming alternatives – fine arts, etc. be included in the planning parameters
7. Ms. Robertson noted that after reviewing the various options for the siting of the school, she will ask the PAT to break into small groups to review the planning parameters and develop thoughts about each option.
8. Ms. Robertson reviewed South Rice options first. She noted that one option is to build the new facility on the current location of the building. She noted that if this option is pursued, students will either need to be moved off campus or the new facility built in a phased method. Ms. Robertson noted that currently there is no single available HISD facility large enough to house the Bellaire student body. She then reviewed the step by step phasing required for demolishing and building the new facility. She noted her concerns with the complexities and impacts inherent with phasing the construction. The City noted that construction is allowed seven days a week between 7am and 7 pm.
9. Mr. Casteen asked about the specifics of the phasing related to the renovation/demolition in the vicinity of the auditorium. Ms. Robertson noted that the specifics will need to be determined as the design is further developed. Mr. Dan Wilkes noted that the phasing would separate the science building from much of the campus.

10. Ms. Robertson then reviewed two versions of building the facility on the existing fields – the difference being the location of the parking garage.
11. Ms. Robertson asked the PAT members to work in small groups and discuss the impacts of each scheme with consideration for the previously discussed best practices. Each group was asked to report back on their discussion
12. Mr. Casteen asked if HISD had identified a facility to house Bellaire offsite. Ms. Robertson noted that currently it would require the student body be split amongst several facilities. Mrs. Long noted that separating the student body would impact their educational program. Ms. Robertson noted that it would likely require additional transportation between the remote facilities. Mrs. Narayan asked the Architects and Construction Managers to discuss how they have phased the construction of other facilities-she mentioned the work currently underway at Clearlake. Rick Bland noted that each facility is different. He noted that at Clearlake, in addition to a much larger site, they are using their adjacent 9th grade center for swing space. Further, he noted that a number of temporary spaces will be re-purposed during and after the construction. Ms. Robertson stated her belief that the relatively small site at Bellaire was negatively impacting the possible phasing options. Mr. Bland agreed. Mrs. Swati Narayan asked if it is possible to successfully phase the project. Mr. Bland stated it could but it will be impacted by how much disruption and how much time Bellaire is willing to have construction be ongoing. Ms. Robertson noted that her goal is to be sure that the PAT is fully informed of the impacts of any decisions.
13. Mr. Wilkes asked about the status of preparing the financial estimates for each option that were requested at a previous meeting. Ms. Robertson stated that since the estimates to date were based solely on assumptions; she didn't believe it was fruitful to place faith in them. She preferred for the PAT to consider how the impacts of the options affect the educational program and to accept that a phased solution was more expensive than a non-phased option. Mr. Wilkes agreed that a phased solution would be more expense than a non-phased construction. Mrs. Long stated that since it is not possible to have a real estimate, HISD shouldn't state that any option is cost prohibitive.
14. Coach Manuel asked for clarification on the timeline for phasing. Mr. Todd Granato, of Turner Construction, stated that based upon a number of assumptions (including transitions only taking place during major school holidays) the phased solution would take approximately five years. He stated that a best-case scenario would be 4 years if moves could take place over weekends or on teacher workdays. He further stated that if built on a clean site, the construction would likely take three years. Mr. Casteen asked if spending more on phasing meant less money to spend on the building. Ms. Robertson noted that there is a fixed budget for the project. Coach Manuel asked Mr. Granato if it were possible to shorten the time that outdoor sports are displaced. Mr. Granato noted that until the design is complete a schedule is impossible to finalize.
15. Ms. Narayan asked Ms. Robertson to explain the logistics involved with moving Milby's student body offsite. Ms. Robertson asked Mr. Justin Fuentes, High School Support Officer to address this question. He noted that in addition to transportation between Milby's two campuses for students and occasionally teachers, they have adjusted their bell schedule and made other programmatic changes. Ms. Robertson was asked if it was possible to assign a cost for moving students off campus, she said it was not at this time, since the number of campuses is unknown.
16. Ms. Robertson asked the PAT to break into smaller groups to discuss the impacts of each option and how each addressed the planning preferences introduced earlier.

17. Group 1-Mr. McDonough reported that they spent most of their time discussing the South Rice options. They noted there are lots of questions to be answered before a decision to move offsite can be made. The phased is “ugly” but there are portions of keeping the South Rice frontage that are appealing.
18. Group 2-Mr. Casteen reported that his group found it very difficult to consider the offsite options. They are especially concerned about the long term impact to Bellaire students and its culture, as well as academic and sports programs. He stated that it was his belief that many students and teachers would leave Bellaire and while some might return once the new facility was completed that many would not. It was noted by one group member that the South Rice phasing option was preferred as long as serious efforts were made to minimize the phasing impacts. Ms. Robertson asked if presence or front entry on South Rice was the critical issue. Mr. Michael McDonough noted the impact could be not only to Bellaire but to the district as a whole - that some families and teachers might leave the district.
19. Group 3- Mr. Todd Blitzer noted that Bellaire is the most unusual school in HISD – largest population, smallest site, only school not in the City of Houston, and this impacts the facility. He noted that this will likely be the most complicated phasing project that HISD has encountered. It was noted that the City of Bellaire has requested that HISD investigate the use of temporary buildings. Ms. Robertson stated she was at the meeting when the City so stated and that she will inform HISD. She further stated that when considering that request, she wondered if it was possible to fit a sufficient number of t-buildings on site to impact the project. The group noted that they could serve as swing space to reduce the length or complexity of the phasing. Coach Manuel stated that in a previous project there were 40 t-buildings were placed on the perimeter of the site. Mr. Blitzer noted that his group believes that moving students off-site is not a real option for reasons similar to those stated by the other groups. He further stated that his group believes that flipping the campus would likely not be well received by the Community due to parking and traffic issues that would result. Ms. Robertson requested the PAT focus on the needs of Bellaire High School students and staff but recognized that they must also keep in mind the nearby community. Mr. Blitzer stated that Bellaire is a small community, and therefore the opinions of the entire community must be considered. Mr. Blitzer expressed his concern about the feasibility of the planned project given the current construction budget. Ms. Robertson stated that since Bellaire is not yet designed it is impossible to estimate with any certainty the project and that it was her hope that the PAT would set aside those concerns and focus instead on which of the options would best serve Bellaire High School. Mr. Blitzer stated that his group suggests a fifth option be considered – rather than replacing the school that significant additions and renovations be made to the existing school. They believe this could be done within the current budget, meet the needs of the school and be acceptable to the City. Ms. Robertson noted that the Bond program currently calls for the replacement and that any modification would require action by the Board of Trustees. Ms. Narayan noted that Trustee Lunsford has stated that it is his belief that the Bond program only sets a dollar value to be spent. Ms. Robertson acknowledged Mr. Lunsford’s statement but noted that she has been directed to implement the current direction. Ms. Narayan asked if the PAT should approach the Board to request consideration of modifying the plan to be an addition and renovation project. Ms. Robertson suggested letting the current process continue a bit longer before pursuing that option. Ms. Heather Gray stated that the field option would not be feasible due to traffic concerns on the narrow neighborhood streets.
20. Ms. Robertson thanked the PAT for their interest and opinions will discuss the opinions expressed with HISD and will share the results at the next PAT meeting. Mr. Casteen asked Ms. Robertson to summarize what she had learned. Ms. Robertson stated that it is her understanding that the PAT believes taking students off campus is not feasible; that there is a strong belief that the building should be located towards South Rice rather than

on the ball fields; and that while there are some concerns about phasing there is a desire to understand the specifics better and that the committee hopes that phasing could be simplified to provide a safe environment. When she asked if her understanding fully summarized the PAT's statements, Mrs. Long noted that additionally the PAT believes the use of temporary buildings and additional renovations could help address the phasing concerns.

21. Ms. Robertson again thanked the PAT and Mr. Gee noted that the next meeting will be on July 15th.

ACTION ITEMS

- None

What to Expect at the Next PAT Meeting:

- Further discussion of siting options

NEXT MEETING: The next PAT meeting will be held on July 15, 2014 at 9:30 am.

Please review the meeting minutes and submit any changes or corrections to Steven Gee. After five (5) days, the minutes will be assumed to be accurate.

Sincerely,

Steven Gee
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