



Project Advisory Team Meeting Minutes

Condit Elementary School

MEETING NO.: 009

LOCATION: Condit Elementary School

DATE / TIME: November 7, 2013, 1:00pm

ATTENDEES: Dan Greenberg, Principal; Julia Tamm, Parent; Michelle Driscoll, Faculty; Lenette Pruetz, IT Manager; Pegi Newhouse, Parent & Past PTO President; Swati Narayan, Parent; Jeny Cortez, PTO Pres./Parent; Princess Jenkins, HISD, Facility Planning; Kedrick Wright, HISD, Facility Design; Eric Ford, HISD-Facility Design Todd Lien, VLK Architects, Design Architect; Richard Hunt, VLK Architects, Design Architect; Steven Gee, TCM, LLC., Program Manager; Tracy Hester, UH Law Center; Lauren Hall, Condit ES

PURPOSE: Discuss floor and site plans for Condit Elementary School from VLK Architects and the upcoming Furniture Expo hosted by HISD.

AGENDA ITEMS:

- Review feedback from community meeting
- Floor Plan Update
 - Review previously presented floor plan
 - Review updated floor plan
- Review Administration layout
- Review Food Service layout
- Site Plan Update
- Review site option based on feedback received during community meeting

NOTES:

Discussion:

1. VLK Architects presented an overview of the feedback from the Community Meeting as well as follow up conversations with the City of Bellaire.
 - a. Parking on South Rice Boulevard that could be shared with the City as outlined in the current joint use agreement should be maintained.
 - b. Concern was raised by residents about providing a parking lot located along Third Street.
 - c. Concerns about parent drop off and parking occurring in the same location were raised.
 - d. Concerns about coordination of vehicle and pedestrian traffic along south Rice at the crosswalk at Bellaire Town Square were raised.
 - e. Additional separate play areas by grade level should be provided.
 - f. Concerns were raised the about durability of materials to be used for the new building.
 - g. Concerns about the scale of the building and interior spaces as it relates to small children were raised.
 - h. Concerns about acoustics in the open spaces were expressed.
 - i. Concerns about re-use of materials and history of Condit Elementary being preserved should be addressed.
2. VLK Architects presented a Site Plan that incorporated comments from the Community Meeting.
 - a. The site plan provides for a parking lot on South Rice Street near the corner at Jessamine and will provide for a connection to the crosswalk and the Bellaire Town Square as well as the new joint use park.
 - i. Further development is needed to address pedestrian traffic at this area.
 - b. The parking lot on South Third Street was reduced in size.
 - i. It was requested that the area for parent drop off at the front of the school be made larger to accommodate at least 4 cars at a time
 - ii. Further concern about having parking along the north side of this lot along with the parent drop off was not desirable.
 1. VLK will show more detailed views of this parking lot with existing and new trees and fencing shown to provide a buffer to the existing neighborhood.

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3. VLK Architects presented the progress of the preliminary floor plan to the PAT.
 - a. Further development of the Administration area, Kitchen, Dining Commons, and Multipurpose area of the building was presented.
 - i. Administration comments about location of community room, break room, and conference room will be addressed in the next meeting.
 - ii. The group liked the Multipurpose area and Dining Commons layout but further development of the kitchen and service areas was needed, as well as the need for additional doors leading out of multi-purpose areas and dining commons to the play area.
 - b. The learning center arrangement was discussed and will continue to be refined with input from the PAT.
 - i. The desire to provide secondary access from the learning centers to the Dining Commons and Multipurpose area of the building will be explored.
 - ii. Further labeling of the spaces is needed to ensure that all program spaces are being accommodated and so that everyone understands how the spaces are planned to be used.
 - c. Additional playground areas have been included around the building to address separate age appropriate play areas.
 - i. The playground area at the corner of Rice and Linden will be moved near the Pre-K Kindergarten courtyard.
 - d. The Architect included faculty toilets in the learning center wings for both the first and second floors. An additional faculty toilet is needed by the teacher work area.
 - e. The second floor administration area was relocated to be between 4th and 5th grade near the main stair.
 - i. The need to create a closed off reception area for these offices was discussed and was not desired by the group.
 - ii. The Assistant Principal and GT Clerk offices will be flipped to keep the GT clerk closer to textbook storage.

What to Expect at the Next PAT Meeting:

1. Site and floor plans will be reviewed.
2. Exterior elevations and massing will be discussed.

NEXT PAT MEETING: Thursday, November 21, 2013 at 1:00 pm.

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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