



**Minutes**  
**2012 Bond Project Advisory Team (PAT) Meeting**  
**Bellaire High School**

**MEETING #:** 13

**LOCATION:** Bellaire High School Library

**DATE / TIME:** October 21, 2014, 4:00pm

**ATTENDEES:** (those marked with a check were present)

<input checked="" type="checkbox"/>	Michael McDonough	Principal	<input checked="" type="checkbox"/>	Leisa Lovy	Parent
<input type="checkbox"/>	Sandi Johnson	Parent	<input type="checkbox"/>	Dan Wilkes	Teacher
<input checked="" type="checkbox"/>	Rocky Manuel	Coach	<input checked="" type="checkbox"/>	Debra Campbell	Communications
<input checked="" type="checkbox"/>	Diana Leeson	Staff	<input checked="" type="checkbox"/>	Clay Clayton	HISD
<input type="checkbox"/>	Andrew Monzon	Asst. Principal	<input checked="" type="checkbox"/>	Steven Gee	HISD
<input checked="" type="checkbox"/>	Allen Scarrow	Teacher	<input checked="" type="checkbox"/>	Dave Funk	HISD
<input type="checkbox"/>	Marina Finley	Student	<input type="checkbox"/>	Tracy Christie	Parent
<input type="checkbox"/>	Zachary Wood	Student	<input checked="" type="checkbox"/>	Ashley Heng	Teacher
<input type="checkbox"/>	Jay Stubbs	Teacher	<input checked="" type="checkbox"/>	Kent Cantrell	Parent
<input checked="" type="checkbox"/>	Any McIntyre	Teacher	<input type="checkbox"/>	Tyler Smith	Student
<input checked="" type="checkbox"/>	Swati Narayan	Parent	<input checked="" type="checkbox"/>	Ashley Moody	Student
<input checked="" type="checkbox"/>	Carl Casteel	Librarian	<input checked="" type="checkbox"/>	Lizi Ziong	Student
<input checked="" type="checkbox"/>	Justin Fuentes	HISD	<input checked="" type="checkbox"/>	Jorge Tiscareno	PBK Architects
<input type="checkbox"/>	Sue Robertson	HISD	<input checked="" type="checkbox"/>	Rhichard Chi	PBK Architects
<input checked="" type="checkbox"/>	Judy Long	Community	<input checked="" type="checkbox"/>	Sam Savage	PBK Architects
<input checked="" type="checkbox"/>	Todd Blitzer	Community	<input checked="" type="checkbox"/>	Ian Powell	PBK Architects

**PURPOSE:** Discussion focused on site plan development and initial floor plan studies.

**AGENDA:**

- Presentation by PBK Architects.
  - Where are we now?
  - Preliminary Traffic Impact Analysis
  - Selection & Development of Site Plan
  - Initial Floor Plan Studies
- What to expect at the next PAT meeting.

**DISCUSSION:**

1. Steven Gee, HISD Project Manager welcomed the participants and introduced Sam Savage of PBK Architects.



2. Mr. Savage reviewed the planning and design process for the group and described each step. He noted that currently the project is in the Pre-Design phase and that the goal for the PAT meeting is to select a site plan option for further development.
3. Mr. Savage and Mr. Jorge Tiscareno, PBK reviewed the five site plan options discussed at the previous meetings and PBK's belief that the PAT generally expressed interest in Scheme E, but had a few questions and therefore PBK further developed this scheme to address the questions raised with this scheme at last month's meeting.
4. Mr. Savage reported that the preliminary Traffic Impact Analysis (TIA)/Traffic Study from the traffic engineer had been received. The engineers have determined that approximately 900 parking spaces will be needed. This will be finalized once the site plan is more completely developed. Mr. Savage reiterated the number of parking spaces was the recommendation developed by the traffic study and has not been reviewed or approved by the city of Bellaire.
5. The architects presented the development of the "new E" site plan option. This scheme was developed to include 900 parking spaces – approximately 700 in a three level (one below grade, one at grade, and one above grade) parking structure. The scheme also illustrated the general location of the various programmatic blocks which make up the school.
  - a. A member of the public asked if the required parking could be reduced if the school capacity is reduced. Mr. Savage noted that the preliminary 900 spaces is based upon the design capacity of 3,100 students and that any change in the planned capacity would require Board of Trustee action.
  - b. A member of the public asked for detailed information on the location for garbage collection. Mr. Tiscareno stated that the details have not been fully resolved but that the general location was between the parking structure and the building to assure that it would be hidden from view.
6. Mr. Tiscareno reviewed three options for the layout of the parking garage. Each option provides between 700 and 730 spaces. PBK shared renderings and models of each option.
  - a. Coach Manuel asked which was the most affordable. PBK responded all were about the same price, but they will be engaging a parking garage consultant to assist in determining which option would best serve Bellaire and the community.
  - b. The PAT noted that the garage was a large percentage of the project budget and asked if any relief could be given. PBK explained the parking engineers would provide a recommendation to the City of Bellaire and that the City Council would then determine the number of parking spaces required.
7. Mr. Tiscareno reviewed each of the preliminary floor plans and explained how each was configured:
  - a. Swati Narayan, PAT member asked why programming is still ongoing. Principal McDonough explained that he was keeping that process moving. Mr. Tiscareno noted that the layout illustrated in "New E" would allow for growth if required.
  - b. Mr. Tiscareno noted that the gym and associated spaces fit between the science and existing ball fields. Additionally, the arts spaces are located in the spaces left around the existing auditorium which remains in this option.
  - c. Mr. Tiscareno noted that in conjunction with Principal McDonough, it had been determined to have Special Education, CTE, Visual Arts, Performing Arts, Food Service and Administration on the first floor with academic spaces on the upper floors.



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BUILDING EXCELLENCE

- d. PBK reviewed the preliminary layout of the upper floors. It was noted that in addition to the central Learning Commons (Library) the layout provides Extended Learning Areas in the academic neighborhoods. In response to a question from a PAT member, Mr. Tiscareno stated the centralized Learning Commons is approximately 8,000 square feet and there are four distributed areas each about 1,200 square feet. Mr. Carl Casteel confirmed that the existing library is approximately 8,400 square feet. The architects noted that a Large Group Instruction space is located adjacent to the Learning Commons and could open to it. It was noted that the Learning Commons is located on the corner of Rice and Maple and is a two story space to highlight the importance of learning to the community.
  - e. The group discussed the possible use of the Extended Learning Areas. It was noted that in addition to collaboration during the academic day these spaces could be used for booster clubs, small lectures, etc.
  - f. Coach Manuel requested that an outdoor basketball court be added in the area between the north side of the auxiliary gym and the track. PBK will explore this possibility.
  - g. Coach Manuel discussed the possibility of using the upper level of the parking lot for band practice or tennis. It was confirmed that this is a possibility though PBK noted that the width of the parking garage is unlikely to be as wide as a football field.
  - h. Mr. Casteel noted that the orientation of the Learning Commons needs to be taken into account when designing the exterior façade's glass due to heat gain. PBK noted that the east orientation is preferred to one facing west and that high efficiency glass and sun shades will likely be incorporated.
  - i. Todd Blitzer, PAT member asked if it was intended to have glass on the north facing CTE Learning Centers. PBK stated that all learning centers are to have windows. Mr. Blitzer asked if it would be possible to move the garage closer to the building, PBK stated that this would be considered but the need to have service access to the building was a constraint.
  - j. A neighbor asked how tall the parking garage would be. PBK noted that it was likely to be between 15-20 feet, but could go as high as 25 feet if it was decided to make the upper level guard wall higher. A lengthy discussion followed which resulted in advice from the PAT member to move the parking structure further from the neighbors, make it as low as possible and screen it with landscaping and trees. PBK will further develop the structure with this input in mind.
  - k. A member of the public asked who would provide the funds if the project is over budget. PBK noted that they will work with HISD to design the project within the budget. A member of the public asked John McDonald, Director-Community Development/Permits and Inspections for the City of Bellaire if the City will disallow parking along Rice if it proves too difficult to access the parking structure. Mr. McDonald stated until the Traffic Impact Analysis (TIA) is submitted and the Council acts that this is an unknown. PBK noted and PAT members agreed that there will be a learning process with any new building.
8. Mr. Savage asked the PAT if there was consensus that the "new" E should be further developed.
- a. The group discussed programmatic concerns. Mr. McDonough noted he is working with Sue Robertson (HISD General Manager-Facilities Planning) on the programmatic issues and stated that they are "heading in the right direction". Mr. Blitzer asked what the City of Bellaire required for parking. Mr. McDonald stated the City asked for the TIA which includes a parking demand study and will then make a final decision on what will be required.
  - b. Judy Long, PAT member stated there is "much to like" about the "new" E. She further noted there is much to be worked out. She expressed concern about spending so much on a parking garage given the overall needs of the school; she also noted concern about the amount of land being used for parking. Ms. Narayan noted that she was pleased to see the amount of parking reduced



from previous parameters. The group requested that consideration be made to reduce the parking requirement so that only two levels of parking are required. PBK stated they would work with the traffic engineers and the City but that they would have the final decision on this issue. Mrs. Long noted that below grade parking is more costly and she would prefer to see one level at grade and one above grade. The group then discussed a number of possibilities including moving the garage closer to the school, adding a level of parking below the gym, and staggering the parking levels to move it further from the neighbors. PBK will research these possibilities.

- c. A PAT member expressed concern whether the site plan was within budget. Principal McDonough and Ms. Narayan noted that the scheme currently being proposed was the result of discussions with HISD upper management and a trustee and they believed that if additional funding was required that this was a possibility.  
*Author's Note: Any change to the 2012 Bond program budget will require Board of Trustee approval.*
- d. Mr. Blitzer expressed concern about the head in parking along Maple due to fire department access. Mr. McDonald stated that whether head in or street parking, the road would be 28' curb to curb. PBK confirmed it is proposed for the parking to be in the right-of-way.
- e. Coach Manuel proposed approval of new scheme E as a starting point for further development. The PAT approved unanimously.

9. Mr. Savage reviewed next steps which include:
- Development of site plan
  - Development of floor plans
  - Development of Academic Neighborhoods
  - Development of Learning Center/Commons
  - Completion of traffic study
  - Development of phasing plans.

10. Ms. Narayan requested that the traffic engineer attend the next PAT meeting. Mr. Gee will explore this possibility.

11. A neighbor expressed concern that security for students and staff while using the parking garage was not being considered. Ms. Narayan noted that the PAT has discussed this issue and determined that once the design is developed that operational plans will be prepared. The neighbor asked if this would include uniformed personnel. It was stated that this was a possibility.

#### **ACTION ITEMS:**

- 9-1 Review the comments received and further develop the design accordingly (PBK)
- 9-2 Follow up on TIA/Traffic Study and determine if possible for the Traffic Engineer to be present at the next meeting to answer questions. (Gee)

#### **WHAT TO EXPECT AT THE NEXT PAT MEETING:**

- 1. Review of further development of the site, floor plans, traffic study and phasing plans.

**NEXT PAT MEETING:** Tuesday, November 18, 2014 4:00 pm, Bellaire High School Library



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

Sincerely,

**Steven Gee**

Project Manager

HISD – Construction & Facility Services

3200 Center Street, Houston, TX 77007

Phone: (713) 556-9261

Email: [sgee@houstonisd.org](mailto:sgee@houstonisd.org)