



**Project Advisory Team Meeting Minutes**  
**The High School for Law Enforcement & Criminal Justice**

**MEETING NO.:** 011

**LOCATION:** **The High School for Law Enforcement & Criminal Justice Library**

**DATE / TIME:** July 14, 2013, 2:30 - 4:00pm

**ATTENDEES:** Patricia Alexander, HSLECJ; Ken Black, Page; Clay Clayton, HISD – Facility Planning; Grace Diaz, Student; Schmecka Franklin, HSLECJ; Dave Funk, HISD - Facilities Planning; HSLECJ; Juan Garza, Student; Josh Hooten, HSLECJ; Miyanna Kirksey, Student; Elaine Lee, Page; Michael Martindale, HSLECJ; John Moreau, B3Ci; Carol Mosteit, HSLECJ Principal; Christina Rodriguez, HSLECJ; Mike Woods, HISD PM, Rice & Gardner.

**PURPOSE:** The meeting was held to review development of the previously approved conceptual design.

**AGENDA ITEMS:**

- Introductions
- Review of schematic design
- Schedule the next design review

**NOTES:**

1. HISD real estate indicates that the site purchase is progress. Additionally, purchase of Pease between Sampson and Scott was favorably received. Progress will be monitored and reported to the PAT.
2. Development of the schematic design was reviewed by the architect:
  - a. Site Plan
    1. Capturing Pease expands the available building area by approximately 30' to the north. Given the additional space provided when capturing Pease, parking has been expanded to 170 cars. This total is still less than the COH planning requirement but within the comfortable needs of the campus. A formal application for variance will be submitted when purchase of the site is complete.
    2. A security fence will be included in the design. Basic parameters and difficulties were discussed. The preference is for complete enclosure. Management of the gates will be considered in a subsequent meeting.
    3. Storm water detention has been dispersed in small areas around the site.
  - b. First Floor
    1. Two PE instructor showers are required.

2. Access to the ROTC instructor's office directly from the corridor is preferred. ROTC storage spaces should be behind a second, secure door.
  3. The arrangement of shooting gallery lanes was acceptable.
  4. The Black Box egress route will be totally separated from the kitchen access route. A man door will be added adjacent to the coiling overhead door in the Black Box suite.
  5. The security vestibule will be discussed fort her with campus at a later date.
  6. Student access to the administrative office area will be through the magnet office area.
- c. Second Floor
1. The instructor responsible for managing Law Library will be contacted to review the Law Library arrangement and clarify relationships between the stack and study areas.
  2. Restroom access points should be located to maximize separation.
  3. A roof deck area has been shown adjacent to the Visual Arts leaning center. Construction will be contingent to the budget.
- d. Renderings
1. Interior renderings currently show full glass walls into the classrooms. The budget will only allow for a limited amount of glazing.
  2. Exterior materials were generally discussed. The primary material will be tilt up concrete providing both structure and exterior skin The finish will be painted with multiple cast in textures. Other materials include both vision glass and opaque spandrel glazing as well as metal panels.

**ACTION ITEMS:**

- 1-01 Confirm date of the design charrette.

**MEETING SCHEDULE:**

Design review meeting: May 27, 2014, 2:00-3:00pm

Next PAT meeting: June 12, 2014, 2:30 - 4:00pm

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

Sincerely,

Mike G. Woods  
Senior Project Manager  
Rice & Gardner Consultants, Inc.  
3200 Center Street, Houston, TX 77007  
Phone: (832) 754.7142.  
mike.woods@ricegardner.com  
Attachment:

**Customer Focused . . . Always Responsive!**

**Office: 713-556-9299**

**Fax: 713-676-9582**