

CITY OF BELLAIRE TEXAS
AD HOC MUNICIPAL FACILITIES COMMITTEE
NOVEMBER 10, 2014

**CenterPoint Energy
Community Center**

Regular Session
7008 S. RICE AVENUE
BELLAIRE, TX 77401

6:00 PM

REGULAR SESSION - 6:00 P.M.

A. Call to Order – Gus E. Pappas, Councilman.

Gus E. Pappas, Councilman, called the Regular Session of the Ad Hoc Municipal Facilities Committee ("Committee") to order at 6:01 p.m. on Monday, November 10, 2014. He advised that a quorum of members were present as set forth below.

Attendee Name	Title	Status	Arrived
Charlotte Aguilar	Member	Absent	
Dolores Avioli	Member	Present	
Christopher Butler	Member	Present	
John Gabriel	Member	Present	
Chris Kaitson	Member	Present	
Kristin Schuster	Member	Present	
Suzanne Shelby	Member	Present	
Gus E. Pappas	Council Liaison	Present	

B. Swearing in Committee.

City Clerk Tracy L. Dutton led the swearing in of Committee Members that were present.

C. Public Comments.

Lynn McBee addressed the Committee on several matters. She referred to the acoustics of the CenterPoint Energy Community Center and advised that it was difficult to hear the discussions of the Committee. She urged the Committee to recommend a functional, nice building rather than a "Taj Mahal." In closing, Ms. McBee referenced the "Texas Open Meetings Act" ("Act") and advised that it was her understanding that the Act required minutes of meetings of governing bodies.

D. Recap of Prior Meeting.

Jeff Gerber, Architect with PGAL, provided an overview of discussions held at the Committee's kick-off meeting held on Monday, October 27, 2014.

Mr. Gerber advised that a brief background description and description of the charge of the Committee (Ordinance No. 14-058) were provided at that meeting.

A review of decisions that had already been made by City Council was presented and included the following: project scope, project program, project budget, and the campus concept.

Also reviewed were the overall project schedule, project work plan, and the role and function of the Committee.

The "Areas of Focus" for the Committee were reviewed and included the following:

- Park/Great Lawn Impact Approach;
- Signature Corner Concept Approach;
- South Rice Avenue Median Concept Approach;
- Direction of Style of Architecture for Each Building;
- Exterior Building Design Approach;
- Interior Finish Design Approach; and
- Overall LEED (Leadership in Energy and Environmental Design) Approach.

Meeting format, dates, times, and venues were discussed. Committee Members agreed that Monday evenings at 6:00 p.m. were acceptable for them.

Ms. Gerber closed and stated there was a general consensus among Committee Members regarding all items of discussion during the kick-off meeting with the exception of the role of the Committee.

E. Documentation of Decisions and Process.

Councilman Gus E. Pappas advised that Mr. Gerber and his team from PGAL would prepare notes from the meetings of the Committee and provide general conclusions for the record. There was no intent to provide a verbatim record of the full discussions held by Committee Members.

Discussion ensued among Committee Members regarding the type of documentation they wished to have of their meetings for the record. Member Christopher Butler suggested the use of a GoPro® camera to record Committee meetings. Member Kristin Schuster referred to the process the City followed with other committees whereby meetings were video-recorded and video-streamed, with minutes prepared by City staff.

Following the discussion, a consensus was reached by Committee Members to proceed with City staff drafting minutes for Committee review and approval.

F. Present and Discuss Avenues for Public Input.

Shawn Cox, Assistant to the City Manager of the City of Bellaire, Texas, presented a plan to disseminate and receive public input related to the Municipal Facilities Project ("Project"). Mr. Cox's presentation included the objectives of, outlets available for, and the process related to public input. It was noted that the focus for the dissemination of information would consist of interactive online information (City's website and Facebook page), presentation of materials in the City Hall Lobby, presentation of materials during special events, and feedback opportunities, followed by a public presentation of the status of the Committee's work on the Project during the City's February 2, 2015, State of the City event. Feedback and questions received by the City would be provided to Council Liaison Gus E. Pappas, the Committee, and the City Council.

Following Mr. Cox's presentation, Committee Members had an opportunity to ask questions regarding the presentation and provide comments. The questions and comments have been included for the record below.

- Q: Member Christopher Butler inquired as to whether someone had to have a Facebook account in order to access the City's Facebook page.
- R: Mr. Cox advised that the City's Facebook page did not require a Facebook account to view.
- Q: Member Chris Kaitson inquired as to the number of "notify me" subscriptions on the City's website.
- R: Mr. Cox indicated that approximately 3,000 persons had subscribed to "notify me" on the City's website.
- Q: Member Kristin Schuster inquired as to the scheduling of public meetings regarding the Project.
- R: Mr. Cox indicated that a public meeting would be scheduled as a part of the "State of the City" event in February of 2015.
- C: Member John Gabriel suggested that a public meeting in February would be too late in the process. He advised that a public meeting could be held without renderings of the facilities.
- C: Member Schuster suggested a handout sheet as a means to disseminate information.
- C: Mr. Gerber commented that public feedback needed to be timely.
- C: Member Dolores Avioli stated that she felt that renderings would be helpful during the public meetings and suggested that multiple versions of elevation schemes be provided.
- C: Mr. Gerber commented that the focus at the time of the State of The City event would be broad. Changes could still be made based on feedback received.

Committee Members reached a consensus that a public meeting in February would be acceptable.

{Legend: C – Comment; Q – Question; R – Response}

G. Big Idea Discussions.

Mr. Gerber indicated to Committee Members that nothing had been drawn with respect to the Project at this point in time. Following a PowerPoint presentation by Mr. Gerber, the following question was posed to the Committee: "How do we turn this project into a campus?" Mr. Gerber suggested several different ways to address the question, as follows: materials and colors, hardscape, softscape, streetscape, and building scale.

The following comments were offered by Committee Members to the question "How do we turn this project into a campus?"

Member Kaitson: Location of buildings relative to green space.

Member Butler: Walkability, interact with South Rice Avenue.

Member Schuster: Landscape, perpetuate the feeling of a park.

Member Gabriel: Expand the boundary, relationship to Evelyn's Park, do not need another red brick, green roof building.

Member Avioli: Need to work with pool area facing South Rice Avenue.

Member Butler: Not just Evelyn's Park, also downtown.

Member Avioli: Consider how signage ties things together.

Member Schuster: Consider work of Ad Hoc Wayfinding Committee.

Member Suzanne Shelby: Loop 610 splits the city, important to tie to Evelyn's Park.

Member Butler: Most critical part is South Rice Avenue.

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Mr. Gerber posed a second question to Committee Members as follows: "What does campus mean?"

The following comments were offered by Committee Members:

Member Butler: Transparency.

Member Schuster: Scale, character of City of Homes.

Member Butler: Welcoming, inviting, accessible, multi-directional, parking.

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The next topic of discussion among members of the Committee related to existing municipal facilities (i.e., Recreation Center, Bellaire Family Aquatic Center, and Fire Station).

The following comments/questions were offered by Committee Members:

Member Schuster: Referenced the Rice University campus, material palette, and diversity in architecture.

Member Butler: Inquired as to whether existing space would allow for diversity?

Member Avioli: Suggested uniformity, but not a cookie-cutter approach.

Member Kaitson: Suggested consideration of the Condit Elementary School architecture.

Councilman Pappas: Suggested consideration of landscaping.

Member Schuster: Suggested that the existing architecture should not be ignored, nor backed into. She suggested seeking different, but complementary styles.

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The next topic of discussion among members of the Committee related to building strategies (i.e., slope of roof, scale, elements, texture, and transparency).

The following comments/questions were offered by Committee Members:

Member Schuster: Avoid parody of a residence (i.e., no out-of-scale home design).

Member Butler: Indicated that height would be a sensitive issue.

Member Gabriel: Suggested that buildings should be architecturally "quiet."

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The next topic of discussion among members of the Committee related to an overall LEED ((Leadership in Energy and Environmental Design) Approach.

Mr. Gerber provided a LEED overview, including site strategies, water use, energy, materials, air quality, and innovation in design.

The following comments/questions were offered by Committee Members:

Member Gabriel: Suggested a passive approach.

Member Kaitson: Inquired about solar as means of energy. Mr. Gerber responded that payback was difficult.

Member Butler: Suggested a publically accessible green roof.

Member Schuster: Indicated that the Committee should make a responsible statement about the flood plain. She suggested a detention element and educating the community.

H. New Business.

Mr. Gerber ensured that he had correct contact information for each Committee Member.

I. Review of Consensus from Meeting.

Mr. Gerber provided a summary of consensus decisions reached by Committee Members throughout the evening as follows: filming of future meetings, staff-prepared minutes, and public participation plan. He indicated that a scan of flipchart notes would be attached to meeting minutes.

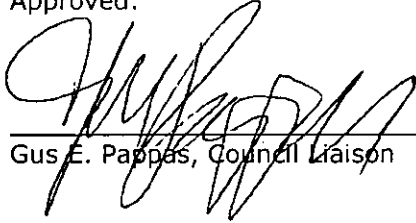
J. Discussion Regarding Next Meeting.

Mr. Gerber advised that Sheila Condon of Clark Condon Associates, a landscape architecture firm, would lead a discussion on the interface of municipal facilities with the park, a signature corner, and the South Rice Avenue median. It was noted that the next meeting would be held on Monday, November 24, 2014, at 6:00 p.m. at the CenterPoint Energy Community Center, 7001 Fifth Street, Bellaire, Texas 77401.

K. Adjournment.

Councilman Gus E. Pappas advised that the Regular Session of the Ad Hoc Municipal Facilities Meeting was adjourned at 7:37 p.m. on Monday, November 10, 2014.

Approved:

A handwritten signature in black ink, appearing to read 'Gus E. Pappas', written over a horizontal line.

Gus E. Pappas, Council Liaison

MEETING RECORDS:

- VIDEO TAPE
- CITY STAFF CREATE MINUTES FROM VIDEO & DISTRIBUTE PRIOR TO MTC

CAMPUS STRATEGIES.

- LOCATION BLDG & GREEN SPACES
- BLDGS TO HAVE MULTIPLE FRONTS.
- WALKABILITY
- LANDSCAPE / PARKS
- BROADER CONNECTIVITY

CAMPUS STRATEGIES:

- GLO & EVELYN PARK
- SIGNS / WAYFINDING
- SOUTH RICE & INTERACTION WITH OTHER AREAS.
- SPACE BETWEEN BLDGS.
- TRANSPARENCY - Make Bldg FEEL ALIVE
- CREATE INVITING SPACES - EASILY ACCESSIBLE - NON IMPOSING.
- MULTI DIRECTIONAL APPROACH
- SCALE OF BLDG - RELATES TO COMMUNITY
- PARKING STRATEGIES.

- BALANCE BETWEEN GREEN SPACES & PARKING.

EXISTING BLDG:

- REC CTR
- FIRE STATION
- AQUATIC CTR.

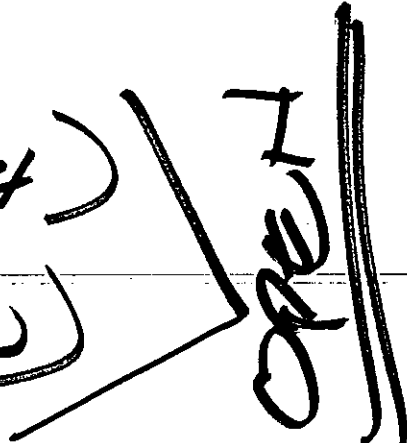
AESTHETICS OF BLDG IN

- COMMON ELEMENTS CAMPUS
- COLOR OF MATERIAL
- CAMPUS WILL EVOLVE
- UNIFORMITY WITHOUT COOKIE CUTTER LOOK
- WHAT DOES BELLAIRE WANT AESTHETICS TO BE??

BLDG AESTHETICS:

- START WITH SOMETHING DIFFERENT BUT COMPLEMENTARY TO EXISTING IS 1 IDEA

ROOF:

- SLOPED ROOF (HIGH)
 - SLOPED ROOF (LOW)
 - COMBINATION
 - CAREFUL WITH RESIDENTIAL.
 - SCALE - ARCHITECTURALLY QUIET.
 - TREES TO HELP SOFTEN BLDG.
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BLDG SCALE:

- RESPONSE TO RESIDENTS
- " PEDESTRIANS

- OPEN

- TRANSPARENT

LEED STRATEGIES:

- PRIORITIES???
- SITE: - MAINTAIN NATURAL ENVIRONMENT AS POSSIBLE
- WATER USE:
^{EN}
- ENERGY EFFICIENCY COULD BE PRIORITY
- PASSIVE SYSTEMS TO AID ENERGY SAVINGS
- SOLAR ENERGY HAS LONG PAY BACK TIME ESP. WITH GOAL TO ~~KEEP~~ BUILDING WORK W/ TREES.

LEED STRATEGIES:

- VISUAL SHOWING OF BLDG UTILIZING LEED ^{SUSTAINABILITY} WITHOUT OVERBOARD
 - BLDG SHOWN DEALING WITH ENVIRONMENT.
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- GREEN ROOF - NOT MANY IN HOUSTON
 - MAKE STATEMENT ON RESPONSIBILITY TO FLOOD ~~RA~~ - RAISE AWARENESS
 - DETENTION ELEMENTS
 - SUSTAINABILITY EDUCATION OF PUBLIC