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Meeting Minutes

Project Name: Hunters Creek ES Replacement
Project Number: 18-056
Owner: Spring Branch ISD
Meeting Description: HCE PAT - Meeting # 3

Meeting Date and Time: 02/06/19 @ 3:20pm
Meeting Location: Hunters Creek Elementary
Owner's Representative: Kris Drosche/Noel Moreno
Report Date and Author: 02/07/19 J. Sharp

ATTENDEES

Delia Dunavin	CIT Kinder teacher
Lauren Early	CIT 1st grade teacher
Laura Shucosky Jones	CIT 2nd grade teacher
Payton Kerr	CIT 2nd grade teacher
Amanda (Mandie) Badrak	CIT 3rd grade teacher
Noemi Lopez	CIT 4th grade teacher
Devin Kerr	CIT Lifeskills teacher
Brooke Marquart	CIT Parent
Leslie Parkan	CIT Parent
John Pisklak	CIT Business Rep
Robalyn Snyder	Principal
Deana Ratnala	Assistant Principal
Kristi Thibaut	PTA President
Mary (Blair) Breaux	Lottery Staff
Meredith Lerner	Lottery Staff
Katherine Strange	Lottery Parent
Sheri Gross	Lottery HOA Adjacent
Bryan Stanford	Lottery HOA Adjacent
Mary Lou Strange	Lottery HOA
Emma Martinsen	Local Business Representative
Travis Stanford	Director of Planning & Construction
Kris Drosche	Senior Project Manager
Noel Moreno	Project Manager

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Matisia Hollingsworth	Project Manager
Sherri Lawson	SBISD Transportation
Kristi Thibaut	PTA President
Chris Kamradt	SBISD – CNS
Stephen Johnston	SBISD - Technology
Michelle Dudley	Pfluger Architects
Rawa Rassam	Pfluger Architects
Deborah Yocham	Pfluger Architects
Jonathan Sharp	Pfluger Architects
Tony Plascencia	Pfluger Architects

Comments below were captured during a campus walk-thru and sit-down discussion with the PAT.

Minutes

Item #	Item Discussed And/Or Resolutions	Assigned to	Status
	GENERAL		
1.00	Reviewed the SBISD charge and engagement process for the PAT.		
1.02	Reviewed PAT #2 cube exercise and discussed the outcomes.		
1.03	Feedback from the cube exercise: <ul style="list-style-type: none"> D Table – Previously there was discussion that the classrooms facing the back of the site, near the field and track, could pose a problem with distracting the students during class. After discussing this topic with several teachers over the course of the past week, it was concluded that many of the teachers would prefer the classrooms to face the field, rather than the surrounding homes. C Table – Concerns that the shape of the courtyards and the volume of the building could present problems with shade and heat/humidity. 		
1.04	Reviewed Design Considerations: <ul style="list-style-type: none"> SBISD Educational Specifications Site Parameters and Restrictions Staff Survey Feedback School Visioning Exercise Cube Exercise 		
1.05	Reviewed design approach and proposed the schematic layout.		

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1.06	Feedback of proposed schematic layout.		
1.07	<p><u>Site:</u></p> <ul style="list-style-type: none"> Concerns regarding the amount of “queuing” on site (approx. 1400LF shown; 1288LF min. required). As currently shown, there is a fear that too much of the field and track is being lost. <ul style="list-style-type: none"> Field is very important to the community. Try to maintain as much as possible or redesign the layout so that its current usage is maintained. <ul style="list-style-type: none"> Reshape track and relocate playscape. Concerns that the queuing drive is too close to the homes located along the north property line. <ul style="list-style-type: none"> Suggestion that this can be addressed with landscaping. PAT members expressed concerns with the configuration of the parking lot and queuing drive aisle. How to utilize the parking lot during the afternoon? <ul style="list-style-type: none"> Pfluger described the layout and functionality of the parking lot and drive aisle. The drive aisle is two lanes wide, and at a width to accommodate a fire truck. One lane would be used in the afternoon for queuing, while the other lane would be used for egress of the parking lot. Currently, the 6-7 parking spaces located at the corner of Beinhorn and Wade Hampton Dr. are a problem with the bus traffic. <ul style="list-style-type: none"> Relocate the parking spaces elsewhere on the site. Parking along the queuing route is too far from the front door. It was mentioned that the neighborhood on the south side of Beinhorn is considered the “natural overflow lot” for the school. It is safe to assume this will be true for the new school. <ul style="list-style-type: none"> Must account for the pedestrian traffic walking from the neighborhood. The design intent of the scheme presented was to preserve the front of the site (along Beinhorn) and limit the number of trees that would be eliminated. <ul style="list-style-type: none"> There were several comments expressing that current design was not utilizing the front of the site to its full potential. Comments included pushing the building closer to Beinhorn, creating 		

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	<p>a fenced in yard/play area, and creating a parking lot.</p> <ul style="list-style-type: none"> • Per SBISD standards, the service areas (ie: central plant and dumpster) will be screened in and not visible to the public. • Separate the walkway from the bus drop off and pedestrian traffic on the west side of the building. • Parking on the proposed site plan equates to 130 spots, which is approximately 40 more spots than what is existing. Consider eliminating excess parking as required to alleviate concerns previously mentioned at the southwest side of the site. 		
1.08	<p><u>Building Layout:</u></p> <ul style="list-style-type: none"> • The PAT disliked locating the two-story volume so close to Wade Hampton Dr. <ul style="list-style-type: none"> ◦ One group preferred having the two-story volume be closer to the fields, at the location of the gym/cafeteria. Another group preferred having the two-story volume be located on the front of the site along Beinhorn. <ul style="list-style-type: none"> ▪ PAT members to speak with surrounding homeowners regarding preference, if any. • PAT preferred the classrooms be located closer together. For example, swap the Admin/Library block with the Kinder/1st block. This would allow for the Admin (front door) to be closer to the parking lot. Additionally, the Library would be more centrally located. Lastly, stack the classrooms along Beinhorn. <ul style="list-style-type: none"> ◦ Refer to Exhibit 1.00. • Concerns were raised about segregating the 4th and 5th graders on the second floor, as they would not have “direct” access to the outdoors and would have to travel down a flight of stairs to go outside. A discussion was had about planning for other activities to be located on the second floor, ie: the library, fine arts, etc. However, per SBISD standards, Kinders and 1st should not be permitted to travel up and down flights of stairs, therefore this was not a viable option to pursue. <ul style="list-style-type: none"> ◦ Consider terraces/balconies for 4th/5th shared outdoor learning areas. • PAT reacted positively to the courtyard and shared outdoor activity spaces. <ul style="list-style-type: none"> ◦ Love the Outdoor Dining space. 		

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	<ul style="list-style-type: none"> ○ It was requested to enclose the courtyard with a conditioned space, from the Kinder wing to the Gym. <ul style="list-style-type: none"> ▪ Pfluger reminded the PAT, that consideration must be made for allowing maintenance access into the courtyard (ie: lawn mowers). ▪ Synthetic turf? ○ Special Ed liked the idea of having an enclosed play area. • Positive feedback regarding the Gym/Cafeteria layout and flow/connectivity to the Classroom wings. Some PAT members were okay with having the covered walkway from Kinder to the Gym. 		
1.09	<p>Security:</p> <ul style="list-style-type: none"> • Proposed layout promotes a safe environment and allows for easier monitoring by the security staff. • Limit the main points of entry. • For security concerns, staff preferred that the secondary entrances in the northeast and northwest to be locked during the day and unlocked only in the morning and afternoon (drop off/pick up). Limit accessibility to the main vestibule only. • Concerns about the students walking to campus from the north. How do they access the site? Currently they walk through a man gate in the fence and cross the fields. 		
1.10	The PAT will meet Wednesday (02/20/19 @ 3:20pm) for PAT Meeting #4.		

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Exhibit 1.00



Copies transmitted by email to:

- Meeting Attendees

The foregoing conveys my understanding of items discussed and conclusions reached during this meeting. I assume my understanding to be correct unless notice to the contrary is brought to my attention within 7 calendar days.

cc: File