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MEETING MINUTES

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PARTICIPANTS: See sign in sheet

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PLACE/DATE OF MEETING: District Ops / Feb. 15, 2011 MINUTES BY: Benito Lozano III

PROJECT: HCISD PAC

PROJECT #:1027

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**Discussion Items:**

1. Meeting proceeded according to agenda distributed. Notes are indicated below each major discussion topic/ agenda item.
2. Review of last meeting's committee minutes:
  - a. Minutes are posted online for those wishing to review previous meeting's discussions. Mention made here only to the finalization of a building program at the previous meeting and of the count that took place with regards to the committee's site selection votes.
3. Review of latest Building Program Spaces and Sizes:
  - a. There have been no changes to the decisions made at previous meeting. It is pointed out although, that these are subject to modification once pencil is put to paper.
  - b. Highlighting some of the key points concerning the program are as follows: Lobby to remain generously sized for comfort of patrons; Seating capacity remains at 900; Two multi-purpose rooms to be fitted with operable partitions and creating a separate, smaller multi-purpose room; Conference room to service office spaces and small meetings; Secretarial office with space allotted to accommodate multiple staff.
  - c. WJHW—technical and acoustical consultant—has prepared a detailed Technical Program Preliminary Review Document that is handed out to all in attendance. Following are highlighted as key discussion topics and cost associated with such:
    - Rene Garza points out that the systems proposed and cost estimate derived are based on their extensive experience with similar projects and typical, basic high school level systems.
    - The rigging system is estimated with the greatest associated cost at \$425,000. Rigging system is based on a full height fly tower designed with a manually operated counterweight system with electronically controlled stage electrics and orchestra shell ceilings. Question is made with comparison to Hays ISD PAC and if this proposed system is similar. Mr. Garza points out that Hays utilizes a half height fly tower and is actually under designed for high school use.
    - The second most costly system is the Sound System at \$285,000. Sound System is designed around a 48 channel system, including 8 wireless mics (upgradeable to 16).

Should need arise for more channels, the digital mixer can be easily upgraded. Concern is presented as to whether such a sound system is actually necessary—if the auditorium is to be designed acoustically “perfect.” There are several points made in favor of having a sound system. One such point being that although choral performances may not necessitate amplification, the theater arts would greatly benefit from such a system--ranging from being able to hear for their cues, to being heard over background audio, to listening comfort of the audience. Question is further posed if wireless devices are more costly than wired devices, are they necessary. It is further pointed out that for the movement of participants in theater performances, wireless mics are necessary. They are needed as well for management and coordination amongst staff who may be located throughout the facility.

- Mr. Garza points out that the technical program handed out does not include TV infrastructure. Should one be desired, it would add approximately another \$50,000 to the proposed estimate. Currently as well, the multi-purpose rooms are not designed with a sound system, which outfitting with would cost an additional \$17,500. Committee members seem to be in favor of incorporating a TV system.
- It is favored amongst the committee that a monitoring system be incorporated as well. Surveillance deters vandalism and can be used to hold people accountable for their actions.
- As presented by WJHW, the Probable Cost Summary for technical systems is estimated at \$1.1 million.

4. Review of committee’s site selection votes:

a. All committee members have voted and final tallies are as follows:

- Wilson Rd Site: 1<sup>st</sup> place votes (11); 2<sup>nd</sup> place (4); 3<sup>rd</sup> place (5)
- Rio Hondo Rd Site: 1<sup>st</sup> place (8); 2<sup>nd</sup> place (7); 3<sup>rd</sup> place (5)
- Fair Park site: 1<sup>st</sup> place (1); 2<sup>nd</sup> place (9); 3<sup>rd</sup> place (10)

b. A pointed system is also presented with multipliers for each ranking with the following results: Wilson Rd site—Score 42; Rio Hondo Rd site—Score 37; Fair Park site—Score 34

5. Review of photos of Veterans Memorial High School’s PAC:

- a. VMHS’s PAC was looked at as an example of having the control booth located at rear of seating with leveled view of stage rather than above in a balcony.
- b. Control booth is enclosed with windowed front wall.
- c. Spotlighting is directed from this location, but has been unfavorable with light being direct with eyesight of performers.
- d. Stage is 32” above floor. Handed out are points of recommended guidelines for theater facilities by the One-Act Play League that recommends having an elevated stage at least 40” above floor.

- e. Seating is generously spaces with approximately 6' from back of seat to back of seat. Schemes for this project have a more typical seat spacing of 3'-6" from similar points. VMHS seating capacity is in the range of 500 while our project seats 900.
6. Review of architect's preliminary floor plan design:
- a. John Percy begins by mentioning the following plans are purely schematic to give an idea of what the numbers that have been discussed with the building program look like. The proposed options are also independent of site.
- b. Schematic floor plan-Option A
- Long narrow layout
  - Control booth centrally located in auditorium with seating similar to Hays—gently sloped seating front half with steep sloped back half seating.
  - Lobby, Central cross aisle, and stage all at same elevation. This layout eliminates the need for elevators which are costly, thus allowing funds to be opened for the installation of a TV system.
  - Layout separates public function and back of house performer spaces.
  - Front of house operations and amenities are located beneath upper level seating.
  - Ticket windows approached from inside as well as outside. Preference of members to have ticket windows to the exterior of the building.
  - Upper level seating can be accessed from a grand staircase rising from the lobby.
  - Side corridors create buffer space to the auditorium sealing off outside noise and light bleed into the auditorium.
  - This plan allows to for future expansion at the sides.
  - Committee would like to have a single occupant restroom at the back of house area and at front of house as well.
  - Concern is voiced about having unsecured entries. Committee would like to see entries arranged in a manner better suited for controlling of visitors.
- c. Schematic floor plan-Option B
- Layout expands to the sides as opposed to the previous plan.
  - Has a grand central entrance to the auditorium.
  - All front of house is located beneath balcony seating.
  - Control booth located at back of upper level seating.
  - Restrooms flank both sides of the building.
  - Entrances from side corridors have buffer space to control light bleed.
  - Convex lobby facade opens space.
  - Outdoor plazas at both sides of the building.
7. Comments/Questions:
- a. Mr. Tapia questions who will be the operators of the technical systems. It is answered that the students should be the operators as that is part of the teaching and the learning of the

program. It would be a detriment to them to have a state of the art facility and leave the school with no knowledge of how to operate such systems.

- b. Preference for having an enclosed, centrally located sound booth is strongly advocated. It is voiced that if sound booth should be open, communications between operators could become a distraction to the surrounding audience or vice versa. It is questioned as well how storing or protection of the board would be handled with area being open. John Pearcy mentions that if enclosing the sound booth is preferred, it would eliminate some upper level seating to accommodate for head room inside the booth. Mr. Tapia also voices his preference for having rear access to the sound booth, and expresses that if students are to be the operators, perhaps a separate entrance for non-staff/administration should be planned. Could a sound booth at the rear of the auditorium be considered? It is expressed that this would not be an issue for musical performances because amplification is not required and the operator can hear clearly without having to be in proximity to the stage. The issue is arisen with theatrical performances, where it would be beneficial for the operator(s) to be able to hear the raw noise of the performance to better help them in their controlling of the system.

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Additions and/or corrections to these minutes should be sent to [mega@megamorphosisdesign.net](mailto:mega@megamorphosisdesign.net) within seven (7) days of receipt.

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