

**MINUTES**  
**UNIVERSITY OF HOUSTON SYSTEM**  
**BOARD OF REGENTS**  
**FACILITIES, CONSTRUCTION AND MASTER PLANNING COMMITTEE**

Tuesday, February 25, 2014 – The members of the Facilities, Construction and Master Planning Committee (“FCMP”) of The University of Houston System Board of Regents convened at 10:48 a.m. on Tuesday, February 25, 2014, at the Hilton University of Houston Hotel, Conrad Hilton Ballroom, Second Floor, 4800 Calhoun, Houston, Texas, with the following members participating:

ATTENDANCE –

Present

Welcome W. Wilson, Jr., Chair  
Tilman J. Fertitta, Vice Chair  
Spencer D. Armour III, Regent  
Benjamin P. Wells, Student Regent  
Jarvis V. Hollingsworth, Ex Officio

Non-Member(s) Present

Durga D. Agrawal, Regent  
Peter K. Taaffe, Regent  
Roger F. Welder, Regent

In accordance with a notice being timely posted with the Secretary of State and there being a quorum in attendance, Chair of the Committee, Welcome W. Wilson, Jr. called the meeting to order and moved to the first item on the agenda, the approval of minutes.

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AGENDA ITEMS

**Action Items:**

1. Approval of Minutes – Item B

On motion of Regent Hollingsworth, seconded by Regent Fertitta, and by a unanimous vote of the committee members in attendance, the following minutes from the meeting listed below were approved:

- August 14, 2013, Facilities, Construction and Master Planning Committee Meeting

Regent Wilson stated there would be two (2) action items presented for the committee’s consideration and two (2) information items. Regent Wilson requested Dr. Carl Carlucci, Executive Vice Chancellor for Administration and Finance introduce the first action item for the committee’s consideration and approval.

2. Approval is requested to delegate authority to the Chancellor to negotiate and execute contracts for the conveyance of a driveway access easement to the City of Sugar Land at the University of Houston-Sugar Land campus – University of Houston System – FCMP-C4-6

## University of Houston System

Regent Wilson welcomed two special guests who had attended the meeting: Mr. Jim Brown, Director of Parks and Recreation and Ms. Mary Ann Powell, City Attorney for the City of Sugar Land. Regent Wilson asked Dr. Carlucci to present this item.

Dr. Carlucci introduced this item stating it was for an easement; a project the Board had previously seen and had been working on for some time. The item was for a driveway access easement of approximately 0.7022 acres (65 feet wide by 471 feet long) for a proposed driveway to be constructed by the City of Sugar Land. This driveway would connect their Roadway Easement, which the Board of Regents had previously approved, to the 52 acre site currently leased by the City. Dr. Carlucci requested Emily Messa, Associate Vice President for Administration, briefly explain the details using the exhibits that had been prepared.

Ms. Messa addressed two (2) exhibits. The first exhibit showed the site layout of the project which displayed the entire site; and the second exhibit showed the highlighted easement for the driveway easement. Mr. Dick Phillips, Associate Vice Chancellor for System Initiatives and Mr. Jim Brown, Director of Parks and Recreation for the City of Sugar Land were available to answer any questions.

Dr. Carlucci said the area highlighted in yellow on the second slide represented the specific driveway easement. In prior presentations to the Board, Dr. Carlucci stated that Regent Wilson, Jr. had brought up the issue of locating the parking lots off of the frontage which was now completed; but in order to accommodate this, an approval would be needed for a driveway easement for the City of Sugar Land in order for them to connect the main road to their property.

Regent Hollingsworth verified with Dr. Carlucci that the easement would connect Hwy 59 to the festival area. Mr. Brown stated that the concept plan that was shown on the graphic represented the work of the Parks and Recreation Advisory Board City Council of the City of Sugar Land and also their citizens' bond committees which have approved approximately \$6.0 million in bonds for this project last November.

Regent Wilson, Jr. inquired as to who was responsible for paying for the road within the easement for this project; and Mr. Brown stated that the City of Sugar Land was the responsible party. A brief discussion followed.

A copy of this presentation has been filed in the Board office.

On motion from Regent Hollingsworth, seconded by Regent Fertitta, and by a unanimous vote of the committee members in attendance, the approval to delegate authority to the Chancellor to negotiate and execute contracts for the conveyance of a driveway access easement to the City of Sugar Land at the University of Houston-Sugar Land campus was approved.

The last action item for the committee's consideration and approval was presented.

3. Approval is requested to delegate authority to the Chancellor to negotiate and execute contracts for the conveyance of two easements and a sale of land to the Houston Parks Board at the University of Houston – University of Houston – FCMP-D7-14

## University of Houston System

Dr. Carlucci introduced this item requesting the approval to delegate authority to the Chancellor to negotiate and execute contracts for the conveyance of two easements and a sale of land to the Houston Parks Board at the University of Houston.

This is the continuing work on the Bayou Trail that has been ongoing with the Houston Parks Board. This includes two (2) tracts of land for easements totaling approximately 2.55 acres and the sale of approximately 2.89 acres of land south of the UH Energy Research Park campus and along Brays Bayou.

Dr. Carlucci presented a powerpoint presentation to the committee and below is a brief summary of his remarks.

- Slide 1 showed what a roadway and/or trail would appear to be.
- The trail would actually be wider than what it appeared on the slide because the university had negotiated for a 22-foot trail. This is important to the university because it enables the university to run electric vehicles on the trail as well as allows access to the Research Park from the campus.
- The next slide addressed the Brays Bayou improvements before it was widened and after it was reconstructed and widened in order to accommodate the increase of water flow. Dr. Carlucci stated that this was the reason the university would sell them some of the land.
- A map of the Research Park and the campus was shown which displayed two easements for the trail and the actual part of the Bayou that the university would sell to the Houston Parks Board and widen the Bayou.
- Regent Wilson, Jr. clarified that the sale of the land was to increase the flood way of the Bayou and also improve any flooding issues potentially in our immediate area plus upstream; and Dr. Carlucci confirmed.
- Regent Wilson, Jr. also asked if there was any money attached to the sale of the property. Dr. Carlucci said yes; and Emily Messa commented that the cost of the property would be approximately \$350,000 which was market value for the land. A brief discussion followed.

A copy of this presentation has been filed in the Board office.

On motion from Regent Armour, seconded by Regent Hollingsworth, and by a unanimous vote of the committee members in attendance, the approval to delegate authority to the Chancellor to negotiate and execute contracts for the conveyance of two easements and a sale of land to the Houston Parks Board at the University of Houston was approved.

At the conclusion of the approval of the above action item, Regent Wilson, Jr. called for a motion to place the two action items presented to the committee and approved on the Board's Consent Docket Agenda for final board approval.

On motion of Regent Hollingsworth, seconded by Regent Armour, and by a unanimous vote of the committee members in attendance, the following two action items will be placed on the Board's Consent Docket Agenda at the Board of Regents meeting scheduled for February 26, 2014 for final board approval as follows:

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1. Approval is requested to delegate authority to the Chancellor to negotiate and execute contracts for the conveyance of a driveway access easement to the City of Sugar Land at the University of Houston-Sugar Land campus – University of Houston System; and
2. Approval is requested to delegate authority to the Chancellor to negotiate and execute contracts for the conveyance of two easements and a sale of land to the Houston Parks Board at the University of Houston.

### **Information Item(s)**

1. UH Energy Research Park Project and Master Plan Update – University of Houston, Item E – FCMP-E15-37 – University of Houston.

Dr. Carlucci introduced this item and stated that there has been approximately five (5) years' worth of work completed on this property and asked Emily Messa, Associate Vice Chancellor for Administration to present the update to the committee.

Ms. Messa reiterated that it has been just under five (5) years since the university purchased the Energy Research Park and it has already made important contributions to the University, e.g., providing overflow parking for our students and for many years, the Park has been home to Administrative offices for university staff. Ms. Messa presented the committee with an update on some of the major Energy Research Park projects including projects supporting research. Below is a summary of Ms. Messa's remarks.

- The Energy Research Park is composed of 15 buildings on 74 acres and has 692,000 square feet of industrial and office space.
- Included in the projects that will be presented at the Finance and Administration Committee on Wednesday, February 26, 2014, Building 1A and Building 5, the university has invested \$55.0 million in the Energy Research Park.

The updates provided to the Board include the CNG site and partnership which is located on the frontage of I-45; two (2) projects – Building 1A and Building 5; construction projects underway at Building 4; and the future ground lease proposals. As the Energy Research Park (ERP) expands it is important to have land allocated to the master plan for growth, ground leases and partnerships, stated Ms. Messa, and the Brays Bayou trail and the important connection that the trail will have to the UH campus.

- In the past year, there were a number of activities associated with a selection of a partner for the CNG facility at the ERP. At the May Board meeting last year, it was stated that a partner would be selected by 2014. Ms. Messa reported to the Board that through a competitive solicitation process, a partner – American Fueling Systems (AFS) – has been selected to be the university's partner in the CNG Station development.
- An example of an AFS Fueling Facility in Georgia was shown and as the university and AFS work to continue to develop the plans for the fueling station, we will incorporate important components of branding and marketing that signify the important contributions this facility will have in research and workforce development at the ERP.
- There continues to be a number of renovation and construction projects at the ERP. Recently completed and projects under construction as well as projects in design and construction were showcased as follows:
  - The Schlumberger Building (Building 1);

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- The 28,000 square foot renovation of ERP Building 1A, which currently has a \$7 million budget, and as bids come in for the work on this project, Ms. Messa stated the square footage costs have been just under \$200 per foot and it is hoped that as these bids continue to come in the numbers will be refined.
- Building 1A will house University Advancement offices as well as the use for flexible office space for University departments.
- Building 14A and Building 15 facilities have recently been completed for Dr. Silva as well as an addition of a high pressure gas line at the TxCEF facility (Texas Center for Clean Engines, Emissions and Fuel).
- Building 7, the National Wind Energy Center (NWECC) and at this facility there is innovative wind, energy and blade testing located in this 24,000 square foot facility.
- Building 4 will house the National Center for Airborne Laser Mapping which is currently under construction on the second floor. The Innovation Center will soon be under construction in Building 4 which is a partnership with the Bauer College and the Wolff Center for Entrepreneurship. This facility will provide space for faculty and students to grow and develop start-up companies.
- Building 5 will be an \$11 million project will be a Wet Lab Incubator and provide Wet Lab and manufacturing space for companies such as C-Voltaics.
- Mayer Electric, a private firm, is currently building-out Building 8; and this facility will become the regional hub for this electric supply company.

Ms. Messa also highlighted several important activities and goals for the park and those goals were largely to continue to serve, to provide facility space, to continue to make important contributions to the University and its overall goals in research, teaching and innovation.

Regent Wilson, Jr. inquired as to what percent of our building utilization be at the ERP following all of these activities. Dr. Carlucci stated the university was at a point where we do not have any remaining space in the park; we are currently at 100 percent rental.

This item was for information only and required no committee action.

### 2. 2014 Annual Security Update – University of Houston – Item F, FCMP-F38-65

Dr. Carlucci introduced this item which was a summary of the 2013 UH System Component Institutions' Annual Security Report, along with an overview of security improvements on the UH Campus resulting from recommendations made from the 2005 Bratton Group, LLC, the University of Houston Safety and Security Plan of Action, and the 2009 President's Blue Ribbon Task Force on Campus Safety Recommendations. Dr. Carlucci asked Malcolm Davis, Assistant Vice Chancellor for Public Safety and Security and Ceaser Moore, Chief of Police for the University of Houston to present their reports to the committee.

Mr. Davis recognized two individuals who had attended the meeting from two of our System institutions.

- (a) Paul Willingham – Chief of Police from the University of Houston-Clear Lake; and
- (b) Rick Gammon – Sergeant in the Police Department from the University of Houston-Victoria.

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(c) Richard Boyle, Chief of Police from the University of Houston-Downtown was unable to attend the meeting.

Mr. Davis presented the 2014 UH System Annual Security and Fire Safety Report to the committee and below is a brief summary of his remarks.

- The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act – “Clery Report” was addressed. A brief history of the Clery Report was outlined which stated why this report had been enacted and then became law in 1990.
- The Campus Fire Safety Right-to-Know Report was a result of a Seton Hall fire that had killed three students and injured 67 others. Like the Clery Report, this report is completed annually.

A decision was made to combine both reports into one report for this presentation and they tried to mirror the requirements of the Right-to-Know Act to match the Clery Act as much as possible. The requirements for both reports were listed as follows.

- An Annual Report is completed for both which needs to be provided to all students, faculty and staff by October 1<sup>st</sup> of each year. A link is placed on the University’s website with this updated information each year.
- There is a requirement in the report that must contain policies providing safety issues on campus; what to do if there is a fire; how to report a crime; safety trainings available; how to report missing students; evacuation procedures, etc.
- A Daily Crime Log and Daily Fire Log are maintained. The Daily Crime Log lists all crimes on campus for the past 60 days; must be available for the previous two (2) years; and must be archived for seven (7) years. The Daily Fire Log also lists all fires on campus.
- Crime Statistics and Statistics on Residential Fires are also maintained.

The Clery Definitions were outlined as follows and Mr. Davis briefed the committee on the meaning of these definitions for a better understanding.

<u>Crimes</u>	<u>Reportable Locations</u>
Murder/Non-negligent	On Campus Property
Manslaughter	Residential Facilities
Negligent Manslaughter	Non-Campus Facilities and Property
Forcible Sex Offenses – Includes “Forcible Fondling”	Public Property
Non-Forcible Sex Offenses	
Aggravated Assault	
Robbery	
Burglary – Reported by victor, not occurrence	
Motor Vehicle Theft	
Arson	

Mr. Davis reviewed the UH System Campus Criminal Statistics 2010 through 2012 report; and also discussed the Three Year Clery Comparison numbers listed for the UH System institutions versus other Texas universities. A discussion followed.

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A slide showing the Official Crime Rates on Houston College Campuses was addressed. Property crime per 1,000 students and serious crime per 1,000 students was outlined for various Houston campuses as noted below.

### Property Crime Per 1,000 Students

Rice - 30.1  
TSU - 26.7  
HBU - 15.8  
UH - 15.1  
UST - 1.4

### Serious Crime Per 1,000 Students

TSU - 1.5  
UST - 1.1  
Rice - 0.7  
UH - 0.2  
HBU - 0.0

The 2010-2012 statistics regarding fires in UH System residential facilities were addressed. Mr. Davis stated that currently the University of Houston has 13 residential facilities; UH-Clear Lake has one (1); and UH-Victoria has three (3). A brief overview of the incidents reported was discussed. It should be noted that UH-Clear Lake and UH-Victoria had no reportable incidents during this reporting period.

The University of Houston System Clery Reporting websites are listed below and goes into greater detail for reference.

University of Houston

<http://www.uh.edu/police/2012-University-of-Houston-Annual-Security-and-Fire-Report.pdf>.

University of Houston-Clear Lake

<http://prtl.uhcl.edu/portal/page/portal/POL/index/Alerts%20%20News/2013%20Annual%20Report.pdf>.

University of Houston-Downtown

<https://www.uhd.edu/campus/pd/documents/2012AnnualSecurityandFireReport.pdf>.

University of Houston-Victoria

[http://www.uhv.edu/business/safety/manual/SFSReport/Security\\_FireSafetyReport.pdf](http://www.uhv.edu/business/safety/manual/SFSReport/Security_FireSafetyReport.pdf).

Regent Fertitta asked that if someone were to go to a Clery Report that was not on the UH System website but rather at another state-wide or nation-wide university system site would their information be presented the same. Dr. Carlucci stated that the data are collected and supposedly reported all in the same standards. All Clery Reports are reported in the same format and look exactly the same unless the stated university does not have residences, in which case, there would not be a section listing residential crimes. A brief discussion followed.

Dr. Carlucci stated there were two reports that had been completed. The first report was a written report that compared the two previous reports completed – one by The Bratton Group, LLC and the other by the Blue Ribbon Task Force, both of which were analyzed and included in the written summary report submitted to the Board for reference.

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The Executive Summary of the UH Department of Public Safety – 2014 Safety and Security Report dated February 25, 2014 focused on the most important recommendations from both of those reports which were reviewed and are listed below for reference.

1. Perimeter safety;
2. Lighting;
3. Residential security; and
4. Police security presence.

Statistics were outlined and Dr. Carlucci stated these statistics have shown that the university has made improvements on all of the recommended measures. He asked Ceaser Moore, Chief of Police for the University of Houston, to give a brief summary of the progress that has been made at UH following these recommendations. Below is a brief overview of his remarks.

- Since Chief Moore's arrival at UH, the most significant change that has occurred from a staffing standpoint were the number of security positions. Initially there were 72 security positions on the books but normally we would have 59 security positions at any given time. The reason the number was lower than the actual allocated staffing was due to pay.
- 38 additional security officer positions have been added which now brings the total number of security officer positions to 110.
- The pay structure has changed. Different security ranks are now available and individuals are able to have a career and become a police officer if someone opted to do so. There are currently 95 security officers on campus and a great number of those have been hired since September.
- There is a plan to increase visibility on campus with security, but there is also a plan in the future to add additional officers, increase the pay, and things of that nature.
- There have been two significant changes with security:
  1. Mobility Assist – We now have security patrol officers which we did not have before. Normally, there was one security officer on patrol at any given time during the day. The plan is now to have four, one in each segment of the campus so that if there was a student that required an escort there was always someone available to do that. This also frees-up police officers from doing escorts so they can maintain security around the campus.
  2. The number of hours that security officers are in the residence halls has increased. The university would like to make certain that there is adequate protection. There were times when we have had two security officers working at the same time in some of the dorms; therefore, if we could have one security officer inside of the dorm and the other security officer walking around doing perimeter checks, we can not only increase the visibility, but we can also have a long-term plan to make sure that we increase the number of officers, investigators, etc. so when things occur on campus we are able to take care of it.

Chief Moore introduced Sgt. Rick Gammon who was added as a police officer presence at UHV in the past year; and it was noted that a police officer presence was also added at UH-Sugar Land as well during that time period.



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Chief Moore asked Sgt. Aaron O'Donley and Police Officer Monica Davison to stand and be recognized. These two officers are working the Police Department's Support Services Command and their primary function is to deal with the university's new Evidence Management System. The university did not have an up-to-date Evidence Management process so a new system was put into place. Chief Moore stated that one of the reasons that Police departments get into trouble is that they have problems with their property evidence as well as their crime statistics.

Chief Moore introduced two additional officers who were new to the Security Division and he reiterated that additional police officer ranks had been added to this division in order to make certain that adequate staffing was in place. He also mentioned the addition of career paths for officers, which is now in place. This is an important resource to encourage officers to stay and grow with the university.

In order to be proactive, a new Crime Prevention position was added and Lt. Dina Padovan's new position will be to deal with crime prevention issues. This position is centrally housed in the M.D. Anderson Library and Lt. Padovan has great accessibility for all of the students. She also works with UH-Victoria and UH-Sugar Land.

Corporal Troy Golden is the Interim Director of the new Security Division and Corp. Golden's responsibilities are to make certain that the appropriate individuals are hired and the backgrounds and interviews have been completed.

Lt. Walter Lucas is in the Support Services Command Center and his primary role is to do criminal investigations.

Captain Bret Collier was introduced and serves as Chief Moore's Chief of Staff and Public Information individual; and finally Assistant Chief Chandra Johnson, who came to UH a little over a year ago and worked for the Houston Police Department for 27 years.

Chief Moore said he was very excited about what his department was doing and very thankful for the support he has received as far as the visibility component of what they are trying to accomplish.

Mr. Davis also introduced Joe Tremont, Director of Environmental Health and Life Safety Department and Chris McDonald, Fire Marshal for the University of Houston.

Dr. Carlucci completed the summary of the report and stated that progress was being made in technology as the report suggested and the university continues to add card access. This gives us two things:

1. The ability to lock a building down should there be a critical event; and
2. It gives us the ability to track who is going in/out of a building.

The university has also added more cameras and specifically parking lot cameras that catch license plates. Security Kiosks have been added in parking lots so there is a manned security presence in the lots.

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The final recommendation was that perimeter fencing be installed. We have deferred this recommendation because of METRO. METRO has now started to install fencing along Wheeler and Scott; and once METRO has completed the fencing and sound walls are up, the university will review the perimeter again, look at the areas where there might be gaps and either install more fencing and gates or add more cameras. Dr. Carlucci stated again that we want to control access. Prevention is our focus said Dr. Carlucci and we are trying to improve all of the things that will prevent and deter as well as find anyone who has committed a crime on campus.

This item was for information only and required no committee action.

No Executive Session was called.

There being no further business to come before the committee, the meeting adjourned at 11:53 a.m.

All documentation submitted to the Committee in support of the foregoing action items, including but not limited to "Passed" agenda items and supporting documentation presented to the Committee, is incorporated herein and made a part of these minutes for all purposes; however, this does not constitute a waiver of any privileges contained herein.

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### Others Present:

Renu Khator  
Paula Myrick Short  
Carl Carlucci  
Dona Cornell  
Rathindra Bose  
Elwyn Lee  
Eloise Dunn Stuhr  
Sean York  
Ceaser Moore  
Joe Tremont  
Troy Golden  
Walter Lucas  
Chris McDonald  
Matthew Brawley  
Don Price  
Landon Jullien  
Marquette Hobbs

Emily Messa  
Raymond Bartlett  
Tom Ehardt  
Malcolm Davis  
Jonathan Thurston  
Mike Emery  
Dan Maxwell  
Bret Collier  
Aaron O'Donley  
Jim Browne  
Eric Gammon  
Chandra Johnson  
Anamarie Palla-Rubinstein  
Gordon Luce  
Joe Brueggeman  
Jon Aldrich  
Brenda Robles

Oscar Gutierrez  
Willie Munson  
Chris Stanich  
Maria Elena Soliño  
David Bradley  
Craig Ness  
Monica Davison  
Mark Clarke  
Cedric Bandoh  
Kasey Sosa  
Dina Padovan  
Alfonse Cervantes  
Brandon Alexander  
Phil Booth  
Brian Thomas  
Gerry Mathisen