

MEMORANDUM

TO: University Facilities Planning Board: Nancy Cornwell - Chair, Walt Banziger - Vice Chair, Jim Becker, Kurt Blunck, Allyson Brekke, Jeff Butler, ASMSU President, Michael Everts, Chris Fastnow, Mandy Hansen, Jeff Jacobsen, Patricia Lane, Terry Leist, Tom McCoy, Martha Potvin, Jim Rimpau, Tom Stump, Jim Thull, Troy Duker – ASMSU, Brenda York

FROM: Victoria Drummond, Assoc. University Planner, Planning, Design & Construction

RE: **September 11, 2012**, meeting of the University Facilities Planning Board to be held in the **Facilities Meeting Quonset at 3:30 pm**

ITEM No. 1 – APPROVAL OF NOTES

Approval of the draft notes from August 28, 2012.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

Report on any current Executive Committee actions.

ITEM No. 3 – CONSENT AGENDA

No items.

ITEM No. 4 – RECOMMENDATION – Banners on Grant Street (between S. 11th and S. 6th Avenues) Presenter - Victoria Drummond

HORIZON ITEMS

- **External Building Signage Policy**
- **Seminar Materials**
- **Master Planning Issues**
- **Revisit and Update Policies**
- **HBO5 Amendment for lab Facility**

VCD/lk

PC:

President Cruzado

ASMSU President

Bonnie Ashley Registrar

Jody Barney, College of Agriculture

Pat Chansley, Provost Office

Julie Kipfer, Communications

Victoria Drummond, Facilities PDC

Lisa Duffey, College of Agriculture

Heidi Gagnon, VP Admin & Finance

Diane Heck, Provost Office

Jennifer Joyce, VP Student Success

Linda LaCrone, VP Research Office

Shari McCoy, Presidents Office

Becky McMillan, Auxiliaries Services

Robert Putzke, MSU Police

JoDee Palin, Arts & Architecture

Allen Yarnell, Presidents Office

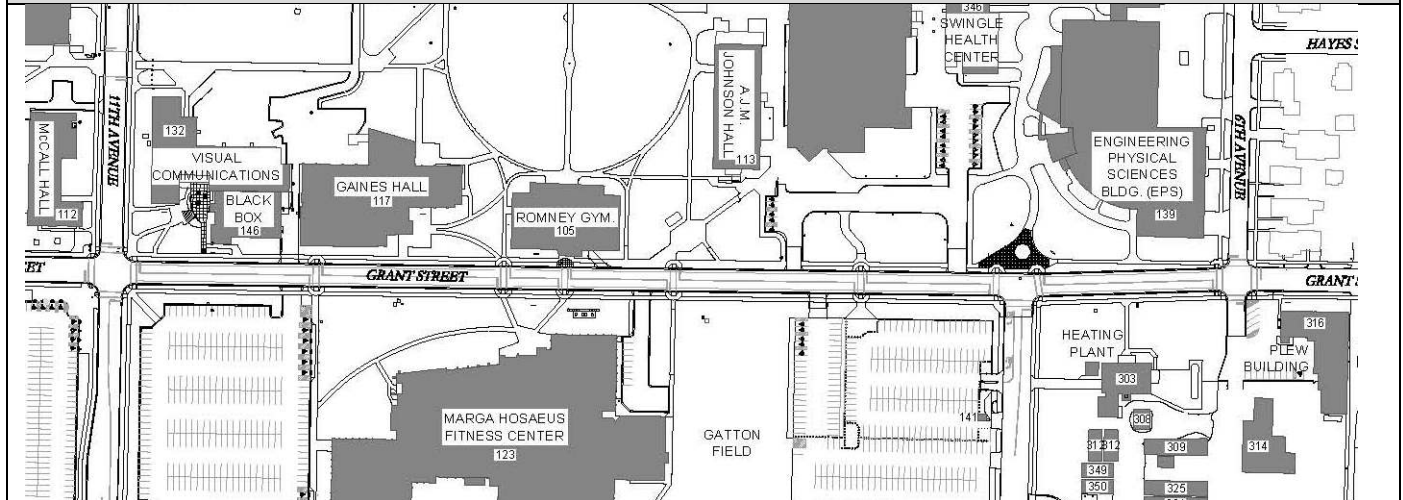
ITEM # 4	Extend Light Pole Banners along Grant Avenue from South 11th Avenue to South 6th Avenue
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PRESENTERS:

Victoria Drummond, Associate University Planner

PROJECT PHASE:	PLANNING	X	SCHEMATIC	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS
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VICINITY MAP:



STAFF COMMENTS:

On April 26, 2011 University Communications provided an Informational presentation to UFPB that at the request of President Cruzado banners were being installed on the light poles along the west side of South 11th Avenue from College Street to Grant Street in time for 2011 commencement.

The banner installation received positive recognition and University Communications would like to continue to frame the campus and emphasize the visitor entrance to the campus and to the Strand Union Building. University Communications is requesting approval to install banners along Grant Street from South 11th Avenue to South 6th Avenue using the same two-banner design (one 18" x 60" long and one 30" x 60" long) currently on South 11th Avenue.

University Communications will purchase the first set of banners and arrange to have Work Control install the brackets and banners. Facilities Services will assume ongoing maintenance of the installed banners including replacement. According to Environmental Services Manager, EJ Hook, the banners have a typical two-year life cycle.

MSU Arborist, Rod Walters, reviewed the area proposed and determined that no trees would be impacted along the south side of Grant Street and only one tree – the large spruce at the corner of Grant and South 6th Avenue would be impacted by installing the banners on the light poles on the north side.

Facilities Planning suggests the banners be placed along the south side of Grant Avenue for the following reasons:

- Connects and continues the flow of banners from the west side of South 11th Avenue (outer edge from the center of campus and the historic core)
- Draws attention to the Marga Hosaeus Fitness Center
- Will not conflict with the Black Box Theater banners – on the south side of the building
- Will not conflict with the UFPB approved (7/3/2012) banners to be installed on four light poles in the SUB loop drive
- Avoids conflict with trees along Grant Street without skipping a light pole
- With buildings set back from the street and the more openness around the light poles emphasizes the row of banners sightline

Views of the North side of Grant Street



Views of the South side of Grant Street



COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		

Recommend approval to add permanent banners along Grant Street located on the light poles along the south side of the road from South 11th Avenue to South 6th Avenue.

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
August 28, 2012**

Members Present: Nancy Cornwell – Chair, Walt Banziger - Vice Chair, Kurt Blunck, Ritchie Boyd for Martha Potvin, Jeff Butler, Lisa Duffey for Jeff Jacobsen, Patricia Lane, Bob Lashaway for Terry Leist, Tom Stump, Brenda York

Proxy: Allyson Brekke, Tom McCoy and Jim Thull carried by Victoria Drummond; Jim Rimpau carried by Brenda York

Members Absent: James Becker, Troy Duker – ASMSU, Michael Everts, Christina Fastnow, Mandy Hansen

Guests: Matt Carr, EJ Hook, Dan Stevenson

The University Facilities Planning Board met beginning at 3:30 pm to discuss the following:

ITEM No. 1 – Approval of Meeting Notes

Lashaway moved to approve the meeting notes from July 31, 2012. Stump seconded the Motion. The meeting notes were approved unanimously.

ITEM No. 2 – Executive Committee Report

There was no action from the Executive Committee to report.

ITEM No. 3 – Consent Agenda

No items.

ITEM No. 4 – Recommendation –Campus Air Conditioning Policy – Review and Update

Matt Carr presented an overview of the update to the Air Conditioning Policy, which is part of the Energy Policy. Jeff Butler, Dan Stevenson, Walt Banziger and Victoria Drummond took part in reviewing early drafts. It has been updated and portable air conditioners were added to the AC Policy. Duffey asked what the process would be for getting an exemption from the policy. Carr suggested that they contact Facilities Services and they would review the situation. Once Facilities Services has been involved to look at the issue to see if there is a solution that could be derived without the addition of air conditioning, then they would either approve the installation of air conditioning or not based on the analysis. The AC Policy would be recommended to the President and then given to University Council for a first reading, posted for comments, and voted on by University Council. Butler pointed out that assistance on air conditioning and comfort of work stations does not have to wait for the updated policy. Anyone can come to Facilities Services any time and talk about how to cool a building.

Stevenson brought up that in a lot of cases portable units are going to be the right answer in the short term. In other places they have successfully implemented a night purge system without adding air conditioning or a chiller system to the building and that prevented a million dollars of capital improvement and energy cost by just running the facility differently. There are ways to manage buildings at night to make it more livable, but everyone in the building would have to work together and that is what this evaluation does. The AC Policy ties into the Energy Policy that is in early draft.

Blunck expressed concern that the policy didn't have a specific time frame for Facilities Services to review problems. Butler replied that there aren't any guidelines, but Facilities Services would respond as soon as they could. Stevenson also mentioned that they would respond in a reasonable time frame and that the complexity can also vary greatly. There should be some kind of feedback within a month of the request. Winter is the best time for an air conditioning request rather than in the summer when it is identified. Winter would allow time to think through it and have a head start.

There is no funding that comes with this. The new AC Policy allows more flexibility. Facilities Services can now look at an evaluated building and determine that if there is no economical solution in the short term then a window unit is allowed. The previous policy did not allow any new air conditioners.

Blunck pointed out that consent is through Facilities Services and/or UFPB and he questioned why UFPB should talk about everyone's air conditioning. He believes UFPB would be the appropriate body for appeals or exceptions. Banziger mentioned if a building has no other solutions UFPB should be aware that the air conditioners are being put in there. Then future additions to that building would not have to come to the board. Blunck then questioned who was responsible for the cost. Butler replied that the capital expense of putting a system in is usually bourn by the department, but Facilities Services pays for the operating costs. Blunck also questioned what the enforcement mechanism is. Lashaway replied that it would be treated as a policy violation.

Carr then presented the broader draft Energy Policy. He is looking for input and advice in moving forward. Blunck commented in the opening statement that the last sentence should be changed to "the President's commitment to climate action" rather than "the President's commitment to climate change." Lashaway pointed out that the intent goes immediately to energy conservation and it's an energy policy, not necessarily an energy conservation policy. He suggested talking about using energy responsibly where it has to be used. Stump would like to see electric heaters, swamp coolers, and fume hoods including kitchen exhaust fans expanded on. Boyd would like to see an education component so people understand the costs to use energy. Stevenson mentioned that Carr is also working on education and outreach through website and campus interaction so people can begin to understand the costs. Cornwell suggested breaking the policy into three sections: conservation, responsible energy use, and education. The policy will be brought back to UFPB with adjustments for recommendation to the President.

ITEM No. 5 – Recommendation – South 13th Avenue Recycle Center Expansion

EJ Hook presented an overview of the South 13th Avenue Recycle Center expansion. The recycle center on Harrison Street at Langford Hall was removed. There is potential to expand the one on South 13th Avenue by adding about 40 feet and it would be the one large community spot on campus. It's located next to Family and Graduate Housing and funded through Facilities Services. There would be two large boxes (20-24 ft long) and six small boxes. In the Long Range Campus Development Plan the Family and Graduate Housing is designated as parking in the future. This location is convenient for the housing, residence halls and the core of campus. A second location at the stadium could be added in the future and might relieve some of the community use. It could also open up more customers from the south end of town. Duffey moved to approve the site for consideration for expansion. Stump seconded the Motion and it was unanimously approved [14:0]. Hook will return to UFPB with the final design for the expanded Recycle Center.

Information

Lashaway brought up that the President sent an email about the investments they're making and one thing on their list that did not make the funding level was the next round of master planning for the university. The hope is that they keep it on the list of highly desirable things to be funded for next year. The Strategic Plan suggests that the Master Plan be updated by 2014. It's about a 24 month process and was suggested that it be put out to 2015 with the idea that it be funded next year.

Patricia Lane questioned if the issue of the parking garage has gone away. Lashaway replied that through Parking and Planning we will begin the campus conversation about the potential for a parking garage.

This meeting was adjourned at 4:40 p.m.

VCD:lk

PC:

President Cruzado
ASMSU President
Jody Barney, College of Agriculture
Pat Chansley, Provost Office
Victoria Drummond, Facilities PDC
Heidi Gagnon, VP Admin & Finance

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Jennifer Joyce, Planning & CIO Office
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Shari McCoy, Presidents Office
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Julie Kipfer, Communications

Lisa Duffey, College of Agriculture
Robert Putzke, MSU Police
Bonnie Ashley, Registrar
JoDee Palin, Coll of Arts & Arch