

## MEMORANDUM

TO: University Facilities Planning Board: Royce Smith - Chair, Walt Banziger - Vice Chair, Kurt Blunck, Chris Catlett, Kylar Clifton – ASMSU President, Michael Everts, Chris Fastnow, Greg Gilpin, Brett Gunnink, Keith Hamburg, David Kack Terry Leist, Robert Mokwa, Duane Morris, Chris Kearns, Renee Reijo Pera, Fatih Rifki, Tom Rogers - City of Bozeman, Tom Stump, Julie Tatarka, Jim Thull, , Leslie Schmidt (representative for Renee Reijo Pera), David Singel (representative for Robert Mokwa), Glen Steinhoff, and Dan Stevenson (representative for Terry Leist)

FROM: Candace Mastel, Planner; Campus Planning, Design & Construction

RE: **March 6, 2018** 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**

Draft notes from February 20, 2018 to be distributed before next meeting.

### **ITEM No. 2 – EXECUTIVE COMMITTEE REPORT**

Report on any current Executive Committee actions

### **ITEM No. 3 – CONSENT AGENDA**      **None**

### **ITEM No. 4 – RECOMMENDATION**      **Sola Sandwich Board** **Presenter: Candace Mastel**

### **HORIZON ITEMS**

- **Interior Public Spaces Signage**
- **Turf Fields Facility Concept**
- **Renne Library Spaces & Technology Renovation**
- **External Building Signage Policy**
- **Master Planning Issues**
- **Revisit and Update Policies**
- **Second Phase of Garage Art**
- **Transportation Master Plan**
- **New Residence Hall Site Proposal**

CM/as

PC:

President Cruzado  
Amber Vestal, President's Office  
Maggie Hayes, President's Office  
Julie Heard, Provost Office  
ASMSU President  
Lisa Hespen, VP Admin & Finance

Heidi Gagnon, VP Admin & Finance  
Jennifer Joyce, VP Student Success  
Leslie Schmidt, Asst. VP Research Office  
Tony Campeau, Registrar  
Frank Parrish, MSU Police  
Becky McMillan, Auxiliaries Services

Julie Kipfer, Communications  
Jody Barney, College of Agriculture  
Susan Fraser, College of Agriculture  
Robin Happel, College of Agriculture  
Elizabeth Schmidt, College of Business  
Candace Mastel, Campus Planning

**MEETING MINUTES OF THE  
UNIVERSITY FACILITIES PLANNING BOARD  
February 20, 2018**

**Members Present:** Royce Smith – Chair, Walt Banziger – Vice Chair, Kurt Blunck, Sandy Sward, Keith Hamburg, Fatih Rifki, Chris Catlett, Tom Rogers, Duane Morris, Glen Steinhoff, Matt Campbell, Kylar Clifton, Tom Stump, and Dan Stevenson

**Members Absent:** C Mike Everts, Christina Fastnow, David Kack, Chris Kearns, Robert Mokwa, Renee Reijo Pera, and Jim Thull

**Staff & Guests:** Randy Stephens, Candace Mastel, Jaclyn Liebscher, Grant Petersen, Tony Campeau, Brian Rossman, Allie Stimatze, Leslie Schroeder

**ITEM No. 1 – APPROVAL OF NOTES**

Tom Stump moved to approve the draft notes from February 20, 2018. Kurt Blunck seconded the motion. The meeting notes were unanimously approved.

**ITEM No. 2 – EXECUTIVE COMMITTEE REPORT**      **None**

**ITEM No. 3 – CONSENT AGENDA**      **None**

**Agenda items 4-7 were discussed out of order, to accommodate the schedules of the students who attended.**

**ITEM No. 7 – INFORMATIONAL - Centennial Mall Bike Lane Demonstration Project**

Candace Mastel and Matt Campbell (MSU student) presented the plan to create a temporary bike path down Centennial Mall. This is a student-led project which is supported by the Bicycle Master Plan.

Matt Campbell is a student involved with the Institute of Transportation Engineers (a transportation-specific student club on campus). The group would like to use temporary materials to create bike lanes along Centennial Mall for a trial period of a week or two (in alignment with Bike-to-School week), in order to gather information about bike lane usage. Pedestrian and bicycle lanes would be defined using cones and temporary signage. Kurt Blunck offered the use of cones from the campus police department. He voiced concerns about the clean up after the project and suggested monitoring the cones multiple times each day. He also suggested ITE consider how to enforce bike lane rules. Past efforts to enforce the “no ride zone” on campus were challenging. Candace provided examples of different implementations of bike lanes adjacent to pedestrian lanes. ITE believes that bike lanes will enhance safety. The project started last fall with ASMSU’s resolution to look at bike lanes on campus. The resolution had strong student support, as well as full support from the Bike Task Force and the Office of Sustainability.

Study metrics will consist of an online questionnaire to students. Kurt suggested that Chris Fastnow can set up a survey and distribute it to faculty, staff and students. The group is working with WTI (Dani Hess), who will be a great resource. ITE would like to evaluate the usage/safety/success of temporary (“pop-up”) bike lanes and then come back to UFPB in the fall to present their findings. “Stoked on Spokes”, a new club on campus, will also help out with the implementation. Dan Stevenson commented that Grant Street will be closed for three weeks in April, and he wondered if the project would benefit by coinciding with this time frame. He acknowledged that several factors may play into this, such as weather and student work load. Glen observed that cyclists don’t use the bike lanes on South 11<sup>th</sup> Avenue, but rather they ride on the sidewalks instead. Candace replied that most people are not “intrepid riders”, meaning that most people are not comfortable riding next to faster traffic.

Fatih offered to connect Candace with an architecture student who is writing a thesis on bike lanes. Dean Smith suggested that once the project is past the pilot period, the School of Architecture has a robust relationship with the masonry community and it may be interested in collaborating on installation ideas. Candace asked if the committee thought this needs a formal recommendation from UFPB; the committee did not think so. The presentation was simply an FYI and to gather feedback for Matt and his constituents. Dean Smith congratulated Matt and Candace,

saying that this is a great example of different entities working together on our campus.

**ITEM No. 5 – RECOMMENDATION – Student R&R Funds for Harrison Classroom and Instructional Labs**

Grant Petersen, project manager, presented for approval the proposal to use student R&R funds for the creation of up to three new classrooms and an instructional lab as part of the Harrison Dining Hall renovation, so that he can go to ASMSU for their approval. This proposal was unanimously approved by the Classroom Committee last week.

As the university continues to grow, the need for more classrooms grows. This is a unique opportunity to create academic space without having to build a new building. This will take some of the load off of existing classrooms on campus. The project will be split into two phases for multiple reasons, including funding authority. Today Grant only talked about Phase I. This phase is focused on general classroom and instructional lab space, not on the culinary cooking lab spaces. The goal is to add up to three new classrooms and one instructional lab space. The design of the classrooms will be focused on active learning principles. These will be registrar-administered class spaces. Phase II will focus on spaces specific for the Hospitality program. Grant asked for approval of the request to use \$1M of previously approved ASMSU funding and an additional \$1M of funding from Student Building Fee Funds for the remodel of Harrison Hall to create classroom and instructional lab space.

Kylar asked for clarification regarding whether the funds would come from general or non-resident building fees. He expressed concern that funds which have been approved for a designated purpose not be transferred to other projects as a common practice. Walt assured the committee that the original project would be funded next year, but it was important to take advantage of the opportunity to decompress classroom space now. These additional classrooms will make it easier for future classroom remodels. CPDC is trying to “right size” classes, which means that class labs would provide 20-23 square feet per student. Many of the existing labs contain 17-18 square feet per student. Walt described this proposal as a win-win situation, because the square foot per student will increase in these new classrooms and class labs which will make the educational experience better, the viewing angles better, the room will be more comfortable, and the spaces originally designated for remodel will be still be remodeled (though postponed one year). Dean Smith congratulated CPDC on their foresight and he thanked ASMSU for their understanding.

Kylar Clifton motioned to approve the use of R&R funds for the Harrison Hall Remodel.

Kurt Blunck seconded the motion.

The motion was unanimously approved.

The Vote:

Yes: 12

No: 0

**ITEM No. 6 – RECOMMENDATION - Huffman Gun Storage Addition**

Jaclyn Liebscher, project manager, presented the proposal for the Huffman Gun Storage Addition.

In order to serve the needs of the MSU students, the gun storage needs on campus have been evaluated with the support of Tom Stump, Chief Parrish, and Jeff Bondy. The project will use \$300k of Auxiliary funds to build an 800 square foot addition to the southeast corner of the Huffman Building. The addition would be inconspicuous, just slightly visible from Kagy Boulevard. It will have its own access from the outside for the students to use, and an additional access from the dispatch area within the police station so that the officers don't have to leave the building. The building was designed with a separate entrance, because future plans for the building include a gun cleaning room where the students can come to clean their guns before turning them back in for storage. Kurt Blunck mentioned that the separate entrance is near the football trailer storage. He also asked if the door would have glass in it and if it would be alarmed. Currently, there is no alarm system budgeted for the project. The building will be temperature-controlled, but not humidity-controlled.

The proposed siding is metal, which comes in a variety of colors. The siding will be low maintenance. Dean Smith raised a concern about the aesthetics, given that Kagy Boulevard is a main corridor and that the Huffman Building is a point of contact for the community (for parking passes and other non-gun-related purposes). Walt Banziger agreed that it needs to be architecturally appropriate to the Huffman Building and not look like a shed attached to the building. Metal trim is acceptable, but not full metal siding. Tom Rogers (City of Bozeman) reiterated that Kagy Boulevard is an important corridor to the city. He referenced section 386 (Metal Appropriateness) of the City

Building Code. A full exterior metal building would not be permitted within the city limits. He suggested charging a fee which would help offset the cost of a more expensive siding. The problem with charging a fee is that it doesn't encourage compliance. The gun policy on campus is zero-tolerance. Dean Smith suggested that if the facility is a little nicer/bigger budget (humidity controlled, for example), then perhaps that would contribute to compliance. Dan Stevenson suggested that the building be designed with appropriate security and environmental controls. Jaclyn asked about landscaping as an option to hide the exterior from Kagy. Randy Stephens added that the design of the addition needs to be quiet and not call attention to itself. He also clarified that this addition is not a metal building, it is a metal-sided building, so it still has to abide by insulation requirements, etc. A metal-sided building is not a shed. Jaclyn asked the board for approval to move forward with the addition.

Walt Banziger motioned to approve the size and location of the addition, with the intent to come back for approval of materials and finishes at a later time.

Kurt Blunck seconded the motion.

The motion was unanimously approved.

The Vote:

Yes: 12

No: 0

#### **ITEM No. 4 – Recommendation – Renne Library Circulation Desk Renovation**

Grant Petersen, project manager, presented the proposal for the renovation of the Renne Library Circulation Desk for approval.

As we continue to see growth on campus, we want to improve access to resources on campus. The current library circulation desk is a big, long desk that serves as the first point of contact. The main goals of this project are to improve the interface and promote service excellence through a few architectural changes. Specifically, the design will make the library more user-friendly, provide easier wheelchair access to resources, and enhance staff experience to improve their productivity. The current space is dated and not welcoming. The back corner is unorganized and lacks a clean workflow.

The proposed new floor plan keeps space similar in function, but it is organized differently to improve point of contact and employee work experience. By breaking up the large wall, students with ADA needs will have easier access. The single long desk will be replaced with a large, detached desk with height adjustment and a privacy partition will be added for the employees, to allow them to work more productively in a quiet space. They will still have access to quickly interact with the students out front if needed. Students will be able to see past the barrier, due to frosted glass inserts in the partitions. A furniture system will be included for a semi-private conference area for employees, which will also serve as a more private research consultation space. The book shelves and carts will be consolidated to one area and seismic restraints will be added to improve safety. Relocated printers and plan table will improve workflow. The worn carpet will be replaced and the main walls will be freshly painted.

Brian Rossman (Associate Dean MLS, Library) said that one of the goals of this project is to consolidate library services to a single location. Currently, the resource desk is at the back of the library. Brian added that the current resource desk (large L-shaped desk) will be repurposed in the new plan to keep costs down. Is there sufficient space for through traffic with the L-shaped desk jutting out into the space? Dean Smith pointed out that there is a column in front of the L-shaped desk. He also wanted to make sure that there is access from both sides of the partition. Dean Smith congratulated the library on its efforts to keep up with the demands of students and resources.

Duane Morris motioned to approve the recommendation for the Renne Library Circulation Desk renovation.

Glen Steinhoff seconded the motion.

The motion was unanimously approved.

The Vote:

Yes: 12

No: 0

**HORIZON ITEMS**

- **Huffman Gun Storage Addition – materials and finishes**

CM/Is

PC:

President Cruzado  
Amber Vestal, President's Office  
Maggie Hayes, President's Office  
  
Julie Heard, Provost Office  
ASMSU President  
Lisa Hesper, VP Admin & Finance

Heidi Gagnon, VP Admin & Finance  
Jennifer Joyce, VP Student Success  
Leslie Schmidt, Asst. VP Research  
Office  
Tony Campeau, Registrar  
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Elizabeth Schmidt, College of Business  
Candace Mastel, Campus Planning

DRAFT

<b>ITEM # 4</b>	<b>Sola Sandwich Board</b>
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**PRESENTERS:**

Candace Mastel, Assistant Planner

<b>PROJECT PHASE:</b>	<b>PLANNING</b>	<b>SCHEMATIC</b>	<b>X</b>	<b>DESIGN DOCUMENTS</b>	<b>CONSTRUCTION DOCUMENTS</b>
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**VICINITY MAP:**



**STAFF COMMENTS:**

Sola Café, located in Jabs Hall, has requested that they be permitted to post sandwich board signs on the east and west sides of Jabs Hall to inform people that its café is located within the building. The occupants of Jabs Hall and the University Food Services are in agreement that these sandwich boards are appropriate. The sandwich boards themselves are approximately 30” x 40” in size and will only be displayed during operation hours of the café.

Sola café understands that the sandwich boards are not to be placed where they impede safe flow of foot, bicycle or service vehicle traffic. At Pre-UFPB it was suggested that the words “in Jabs Hall” or something similar be added to the sign face.

**Sandwich Board Graphics**

21"



35"

	YES	NO
<b>MSU POLICIES</b>	<b>X</b>	
<b>COMMITTEE OR APPROPRIATE REVIEW</b>	<b>X</b>	
<b>MASTER PLAN</b>	<b>X</b>	
<b>BOARD ACTION REQUIRED:</b>		
<b>Approve the temporary (during business hours) use of sandwich boards (2) by Sola Café outside Jabs Hall.</b>		