

**MINUTES OF
THE UNIVERSITY FACILITIES PLANNING BOARD
May 1, 2007**

Members Present: Banziger – Acting Chair, Butler, McIlhattan, Rimpau, Rutherford (ASMSU), Stump, Thull, York

Members Absent: Burns, Dooley, Johns, Johnson, Miles,

Members Excused: Garnick, Jacobsen,

Members Represented: LaCrone for McCoy, Lashaway for Roloff

Guests: Victoria Drummond – Associate Planner; Michael Everts-School of Architecture; Jon Ford-Facilities Manager – Environmental Services; Robert Marley – Dean, College of Engineering; Scott Keller-WTI; Randy Babbitt-Spectrum Labs; Sue Martin – Spectrum Labs; Rochelle Neilson-Swingle Health Clinic

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

ITEM No. 1 – APPROVAL OF MINUTES

Minutes from the April 17th, 2007 meeting were approved with no corrections or additions.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

- Banziger announced that Clark Llewellyn has accepted a Deanship in Hawaii as of July 1, 2007. This will leave a vacancy for the position of Chair on UFPB.
- Ferd Johns is also retiring, leaving a Faculty vacancy on UFPB.
- MSU-Tomorrow Public Forums will be held May 3rd, at Noon and at 6:00 P.M. in Room 275 of the Strand Union Building.

ITEM No. 3 – CAMPUS – RECYCLING –WHITE PAPER BIN PLACEMENT & PICKUP

Jon Ford, Facilities Manager for Environmental Services presented information on the proposed changes to the white paper recycling on Campus. Recycling has not been a funded enterprise. It originated with a small student Recycling Club that placed small bins around campus for the purpose of recycling white paper. The Recycling Club is no longer in existence, yet the need to recycle still exists. Dave Levert, Full Circle Recycling, has proposed to place designated dumpster style bins in eight strategic locations on campus for all regular paper, with the exception of glossy, “neon” or newsprint, and to also maintain and collect these sites at no cost to the University. Collection will be made with a 20-yard rear-load compaction truck prior to 7:00 a.m., reducing conflict with other trades and vendors. The selected location for these bins is in areas that already house existing dumpsters.

McIlhattan made a motion to recommend approval of the pilot program for paper recycling with Full Circle Recycling. Thull seconded the motion and it received unanimous approval.

ITEM No. 4 – CAMPUS – RECYCLING – “BINNY” SWITCH TO SECTIONED ROLL-OFFS

Jon Ford, Facilities Manager for Environmental Services presented information on the changeover from the current “Binny” recycling centers. Currently, MSU houses a location for the “Binny” recycling. Under the new system of sectioned roll-offs, 20 sites will be placed throughout the countywide area. MSU may or may not be considered for one of these sites. Under this new system, collection cardboard will be included off to the side; however, glass collection will be dropped.

ITEM No. 5 – SWINGLE HEALTH CENTER – DENTAL CLINIC SIGNAGE

Victoria Drummond returned with additional information for consideration regarding exterior sign design and placement. She reiterated some of the previous history behind this signage request.

- The Office of Communications has helped develop appropriate branding for this form of signage.
- The Student Health Advisory Committee (SHAC) have recommended this signage as the student body has a need to know how to find this facility and the Dental Clinic is funded by a portion of their fees.

The current hand-made signage is not large enough to be readily visible and does not reflect current campus marketability trends. It is proposed to place the signage above the doorway on the latticework and below the existing light. The sign will be 2 feet by 3 feet.

Lashaway made a motion to recommend approval as the signage will designate a specific entry into an area with a specific functionality. A recommendation was made for placement of signage in the proposed location, and of the proposed size, and that Facilities work with Communications, the Dental Clinic, and SHAC to develop the appropriate signage. Thull seconded the motion and it was passed unanimously.

ITEM No. 6 – SOUTH SEVENTH STREET ACCESS ROUTE

Lashaway presented background materials and a draft recommendation for the Board’s consideration (see attached). Dean Marley and representatives from various MSU-related tenants occupying space in the Clotfelter (CFT2) building were present and provided input to the Board.

Marley noted that MSU-related entities employ approximately seventy people and occupy approximately 30k gross square feet in the CFT2 building. The developer, Clotfelter, expects to construct at least two more buildings on this site and it is likely that several more university-related entities may be interested in leasing space in the complex. These MSU-related entities desire to maintain the most convenient vehicle and pedestrian access to the main campus, i.e., north to campus via the South Seventh access drive. Traffic would be expected to remain relatively stable between campus and the CFT2 complex. The proposed recommendation is too strident in tone and appears to promote closing the route in the future without any further analysis or discussion with those university entities that would be affected. There is a need to have some opportunity for discussion before an objective forum if closing is considered in future.

Steve Albert, Western Transportation Institute (WTI), noted that they have proposed traffic management devices to Facilities in the past, but there could be associated costs. WTI desires to have some directional signage – soft-funded entities require/deserve some evidence of their presence and location. Tone of the draft recommendation is too harsh and includes little or no qualitative measures. WTI would expect to be included in any decisions affecting them as MSU entities.

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Scott Keller, MDT, employs 3-4 FTE plus ~12 student employees regularly. Pedestrian route to campus is very important to him and his students. Public, not just MSU uses pedestrian route (trail). Even if the route were to close in the future, maintaining the pedestrian route would be important.

Randy Babbit requested that the first sentence of the recommendation change to allow/require some review and opportunity for input prior to closure.

Sue Martin appealed that every property requires two means of emergency egress and that closing the route would deprive the CFT2 property of its second egress route; and that the route does not meet city street standards regarding width or fencing at the water crossing. Lashaway explained that those issues are of concern to MSU, i.e., the route **is not** to be considered a second egress route by the CFT2 property owners, the City of Bozeman or the tenants in the building. The City does not rely on the route for emergency egress and MSU will reiterate that fact with the final decision on this issue. In addition, MSU does not want to be leveraged into improving the route to any city standard to benefit any adjacent property owner.

Lashaway noted that the recent traffic counts done by WTI indicate that approximately 202 vehicle trips per day occur. The counters were located just south of the Museum of the Rockies lower service drive.

Rutherford moved to have Lashaway revise the recommendation to accommodate some of the important issues raised in discussion and to return to UFPB for further consideration. Second was made by Thull and passed unanimously.

The meeting was adjourned at 5:20 pm.

Respectfully submitted,

Anne K McBee,
For Walter Banziger, Director-Planning, Design & Construction

pc: Geoffrey Gamble, President
Al Bertelsen, Director, Strand Union
Patricia Chansley, Assistant to the Provost
Cathy Conover, Director, Communications & Public Affairs
Victoria Drummond, Associate Planner
Lisa Duffey, Assistant to the Dean, College of Agriculture/Agricultural Experiment Station
Michael Everts, Assistant Professor of Architecture
Joseph Fedock, Senior Vice-Provost
Heidi Gagnon, Assistant to the Vice President, Administration & Finance
Mandy Hansen, Financial Aid Officer
Linda LaCrone, Assistant to the Vice President for Research
Donna LaRue, Assistant Chief, University Police
Glenn Lewis, Assistant to Vice President for Student Affairs
Anne McBee, Administrative Associate, Planning Design & Construction
Shari McCoy, Assistant to the President

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Becky McMillan, Administrative Associate, Auxiliary Services

Charles Nelson, Registrar and Director of Admissions

Robert Putzke, Director, University Police

Madeline Rogers, Assistant to the Chief Information Officer

Connie Shelhamer, Budget and Fiscal Director, Office of Agricultural Experiment Stations

Scott Stroh, Interim University Architect

ASMSU President