

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
September 9, 2014**

Members Present: Nancy Cornwell - Chair, Walt Banziger - Vice Chair, Jeff Butler, Michael Everts, Chris Fastnow, Greg Gilpin, Neil Jorgensen, Fatih Rifki, Jim Thull

Proxy: Victoria Drummond for Renee Riejo Pera and Kurt Blunck; Walt Banziger for Bob Lashaway and Tom Stump

Members Absent: Allyson Brekke, Brett Gunnink, Glenn Duff, Chris Kearns, Martha Potvin, Julie Tatarka, Brenda York

Staff & Guests: Victoria Drummond, Andy Allen, Sam Des Jardins

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

ITEM No. 1 – Approval of Meeting Notes

Butler moved to approve the meeting notes from August 26, 2014. Jorgensen 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

The agenda was reorganized in the following order:

ITEM No. 6 – Recommendation – Headwaters Complex Natural Gardens Landscape Signage

Andy Allen presented proposed landscape signage for the natural gardens at the Headwaters Complex. There are two types of natural gardens in this area – meadows and retention basins (rain gardens). The reason for installing signage is to answer questions that have been brought up about these areas and educate about the benefits. The sign that the design team (SMA Architects) has selected with the help of Candace Mastel, MSU Assistant Planner, and EJ Hook, Environmental Services Manager, is 42 inches tall, 9 inches wide and is a steel plate with a slight bend in the middle; Jackson Contracting Group will install the signs. The first option is for the content of the sign will be on changeable high pressure laminate panel mounted on steel standoffs; this material is abrasion, fade/UV, and graffiti resistant and is cleanable. The second option is to have a vinyl wrap adhered to the steel plate; this would be less preferred as it is less durable. The proposed plan is to have a sign at each natural garden and have the content of the signs be the same by meadow and rain garden, totaling 6-8 signs. There are two meadows and 4 rain gardens; these areas have been weeded to contain Grounds preferred plantings. There is some similar signage on campus, some of which have been more effective than others. Fastnow asked if there is any campus standard for landscape signage and there is not currently.

Cornwell commented that some of the text may be too small; Fastnow suggested having less information on each sign so that the text can be larger, and different information on each one to provide intrigue and information. All comments from UFPB will be communicated to the design team and integrated into the design. Butler requested signs not be located in mowed grass areas; the exact locations are being determined and some areas may require a concrete pad but the design team will try not to have large amounts of concrete. Everts commented that we may be able to reduce the number of signs, since they are tall enough to be visible from a distance and draw people toward them. It was also suggested to put a map of the rain gardens on the signs, and have one sign at each meadow and one sign at the rain gardens that are along the heavy traffic paths; the Board collectively suggested having a maximum total of four signs.

Thull moved to approve the concept, location, and design for four signs. Butler seconded the motion. The motion passed unanimously.

The vote:

Yes:	13
No:	0

ITEM No. 4 – Informational – Jabs Hall Fireplace and Interior Recognition

Sam Des Jardins presented the updated design and renderings of the fireplace and space donor recognition. The fireplace will have “Jake Jabs” in large lettering, with “College of Business and Entrepreneurship” (which is the Board of Regents approved name of the college) in small letters below, and a plaque about Jake Jabs and his donation to MSU, on the right. The size of the lettering on the fireplace will be adjusted so that all of it is legible. Banziger clarified the name of the college is different than the name of the building, and noted that branding and logos do change over time and donor signage is intended to be timeless. Fastnow asked if there are standards for donor signage on campus; there is not, it is building specific. The donor recognition signage at spaces in the building will be sized depending on the size of the donation for the space. Some of these signs will be located on glass paneling walls and will be adhered to the glass; signs in locations where there is not a glass wall will be mounted standoff signs. The signs will not have the MSU logo but will say Montana State University. Drummond commented that the donor signage in the Animal Bioscience Building reflects the character of the College of Agriculture, but does not say Montana State University since it is already known as an MSU building. These donor signs will be in addition to the standard room signage that follows ADA requirements.

ITEM No. 5 – Recommendation – Renne Library/ITC Replacement Generator

Jeff Butler presented that background of the emergency backup generator in the basement of Renne Library and the proposed replacement generator. One of the two current emergency backup generators at Renne Library has now failed, and a temporary one is being rented and placed outside of the building. This natural gas generator was installed to provide backup power to the emergency systems in the library, including exit and emergency lights and ITC. In this area there is currently a building transformer and the second generator. The replacement generator is an upgrade to a diesel generator which is more reliable in an emergency; with this we need to install a diesel fuel tank outside of the building. The generator itself, along with a small day tank, will go in the same location of the current generator in the basement of the library. The options for the location of the diesel tank are next to near the building transformer and the second generator; code research is being done to determine if option 1 is possible due to the close proximity of the building. The exhaust from this generator will be routed to the roof. If ITC moves out of the basement in the library this generator will be relocated with them.

Everts asked if the diesel tank could go underground; Butler responded that there has been an effort in Montana to get rid of underground diesel tanks because it is harder to detect leakage. Drummond read Blunck’s proxy question – could the fuel propane instead, and Butler responded that propane is more expensive and would require a larger tank. Fastnow asked if it is possible to do screening similar to what currently surrounds the refrigeration equipment and Butler offered that re-screening that entire area is on the Major Maintenance list but there is not currently funding for screening with this project. Everts suggested option 1 or option 3, and taking into account landscaping for screening. Drummond indicated that her two proxy votes preferred option 1. Thull suggested getting input from Kenning Arlitsch, Dean of the Library, and Jerry Sheehan, Chief Information Officer.

Banziger moved to approve installation of the tank with consultation with Library and ITC administration, and consider landscaping. Thull seconded the motion. The motion passed unanimously.

The vote:

Yes: 13
No: 0

This meeting was adjourned at 4:30 p.m.

VCD:lsb

PC:

President Cruzado	Heidi Gagnon, VP Admin & Finance	Julie Kipfer, Communications
Adam Arlint, President’s Office	Jennifer Joyce, VP Student Success	Jody Barney, College of Agriculture
Maggie Hammett, President’s Office	Linda LaCrone, VP Research Office	Susan Fraser, College of Agriculture
Lisa Duffey, Provost Office	Bonnie Ashley, Registrar	Robin Happel, College of Agriculture
ASMSU President	Robert Putzke, MSU Police	JoDee Palin, College of Arts & Arch
Diane Heck, VP Admin & Finance	Becky McMillan, Auxiliaries Services	Victoria Drummond, Campus PDC