

Facilities and Support Services Committee
Meeting 10/20/16
10:30 – B2104
Minutes

Present: Steve Bistricky, Kent Case, Andrea Crucian, Lynn Glazner, Rajib Hasan, Brittany Hiett, Rebecca Huss-Keeler, Amanda Johnston, Ward Martaindale, Usha Mathew, David Palmer, Robert Phalen, Andrew Reitberger, Alix Valenti, Radu Vlas

Absent: Rodger Carr, Kim Edwards, Jennifer Holland, Mike Livingston, Samina Masood, Monica McKey, Mary Ann Shallberg, Mark Shermis, Cenzig Sisman, Nishok Vishnuganesan

1. ACTION ITEMS

Minutes of September 8, 2016 Kick-Off Meeting were approved.

2. INFORMATION ITEMS

a. Facilities Projects Update – Ward Martaindale

Arbor Building – Outfitting a broadcast studio and updating a conference room for HSH is well underway. Also adding on a suite which will be used by HSH. They anticipate being done by the end of December or beginning of January.

Enrollment Management in SSCB – A couple spaces are being carved out for a couple of new offices. Taking some storage space and enclosing an open area.

Library – carving out some space for a couple of offices.

EIH – They are building a boat barn to get their boats under cover.

Sidewalk Lighting Project – The contractors are on site. Along the sidewalks and the drive along the bayou building replacing 70+ sidewalk lighting. All will be LED lighting.

The Recreation Field by Delta – New lights are installed and the poles are erected. Four of the poles that were taken down to replace the lights were severely corroded. Only half of them are up. Currently getting quotes for the new poles.

Arbor Building – The roof will be replaced on Arbor Central probably in January or February.

The STEM Building and Rec Center are actively underway in the design work. We expect construction on both of those to get started late February or March. Site work should begin in January or February. Completion of both is scheduled to be summer 2018 to be used in fall 2018.

The Health Sciences and Classroom Building in Pearland – They are a little behind in design but are making good progress. Construction to start April 2017 with completion in summer 2018 to be occupied in fall 2018.

Student Housing Project will be up in the same area of the STEM and Recreation Building. In the process of evaluating architects that were submitted. We received 17 proposals. Contractors were posted for submittal. Student Housing builds pretty fast in comparison to other buildings. Hopefully construction will start by summer so that it will be open in fall 2018.

Campus Master Plan – This master plan will be a little more intense than the previous one. It will probably be a six month project. It will encompass everything that you would traditionally see on a campus master plan. The campus needs over the next several years, building needs, the location for buildings, the infrastructure to support it, traffic studies, traffic in and out and how it impacts the adjoining roadways, parking needs, expansion for parking and one other component that we are asking the architect to provide is the design guidelines to help us publish and set a template or palette for our campus so the next round of buildings that we have we will be able to hand something off to the architects to show them the direction we want them to go.

Ward Martaindale visited with the architect to negotiate and try to finalize the project. Outside of our normal monthly meeting he will try to bring in FSSC to meet with the architect team as one of the key components to talk about the master plan and what the vision is.

Police Building: a contract was just done through the system. There have been a couple of email exchanges on the materials to be used. Have not received a timeline from them as of yet.

A question was asked with the Master Plan in reference to student housing would it include parking around student housing and the new buildings so that the students won't have far to walk to and from their dorms. – Can't guarantee that because it's not the trend of most universities. They tend to have closed campuses with academic cores and activities where cars don't come and go and the parking is a little more remote. It will be discussed during the master plan process. The reason for doing the master plan now is to put the parking on them so that they could come up with a recommendation in time so that if we had to have something by fall of '18, we would still be able to do it and not burden the project with parking costs so we can focus more money on the building itself.

b. Parking and Traffic Safety Update – Rebecca Huss-Keeler

The parking committee met on Monday, October 17, 2016. We discussed a number of items which appeared unresolved from last year:

- Motorized wheelchair van parking issue
- Bike Rack Feasibility Study Timeline
- Parking Lot signs with emergency numbers
- Temporary Timed Space Issue

Motorized Wheelchair Van Issue – We came up with a proposal for a study of overall spaces in Lot D and the turn-around in front of Bayou for handicapped parking. If the

number exceeds the number, we will designate additional van accessible only parking spaces.

Postscript: Yesterday Gavin Steiger from Disabilities Services sent the following follow-up e-mail of the study he conducted since the meeting:

First I want to thank Harry for providing me with the parking lot numbers for all of the lots.

Second, Lot D has 1,962 total spaces. The ADA guidelines say that we have to have 30 accessible spaces for a lot that size (of which 5 have to be van accessible). I calculated that we have a total of 53 accessible spaces within lot D. I noted that only 7 of the spaces have signage that indicates they are van accessible. However, 43 of the 53 spaces are beside an access aisle, which is required to be identified as a van accessible space. The ADA guidelines state that one of every 6 accessible spaces has to be van accessible, which means that we need to have 9 van accessible spaces in Lot D. Since we surpass this requirement, I believe we can move forward **with our recommendation to convert at least 4 of the accessible spaces in Lot D to Van Accessible Only spaces**. Please let me know if you have any questions.

Thank you.

He subsequently said that he would look into the situation regarding Bayou traffic, circle, Delta and Arbor to see if we need more van accessible parking and that the wording on the signs would need to be changed to indicate Van Accessible Only so others with a disability tag which were not in vans did not park there, which is what was causing some of the issues in the first place. In front of Bayou, there may need to be another cut out on the left hand side of the circle like there is on the right, because it is closest to the handicapped ramp in the front. The only other cut out is along the sidewalk almost to the road.

This proposal to recommend the conversion of at least four of the accessible spaces in Lot D to Van Accessible Only spaces with proper signage will be taken to FSSC for approval.

There was a motion to vote this procedure in.

Bike Rack Issue

We discussed the bike rack situation. There is an overabundance of bikes which overflow the bike racks, especially in front of the Bayou. They are also attached to light poles, stair railings and benches. We would like to increase the number of bike racks. We were told Derrell Means was handling this and he was not able to be at the meeting, so it will be reintroduced at our November meeting.

Parking Lot Signs with Emergency Numbers

This issue has been taken care of.

Temporary Timed Parking Issue

This was another issue handled by Derrell Means and he could not report.

New Business

Concern about whether student workers are permitted to park in faculty lots taking up faculty and staff spaces

This was found to be false according to Harry Glass because all parking permits are run through PeopleSoft to verify the person's status. Only actual employees are given tags with E on them. Students even though they might be employed here as a student worker are given S tags and must park in student designated parking. Lots are patrolled 8 hours per day. They have a total of 9 people with 1-2 per shift. They check lots twice a day at Pearland Monday through Thursday and one time on Friday.

New Issues for the next meeting

- Examining pick up and drop off areas for Bayou, Delta and SSCB
- Pro-rating parking fees for part time employees

Additional Issue

One other issue was a request to see drawings of the new buildings to show where the parking was going to be. The chair contacted Ward Martaindale and he said in an e-mail on Wednesday, October 19.

There is no additional parking lot construction included in the new building projects. We are finalizing a contract right now with a firm to perform a campus master plan, which will include traffic analysis and parking needs. From that we will decide.

This email was forwarded to the Parking Committee.

SAUS Committee – No report. SAUS Committee has not met yet. Committee list is being verified and will be forwarded to Amanda Johnston.

Discussion Items

Library Constituency – What the status is with the electronic sign out by lot D. It has not been functioning properly. What will it take to have it fixed? – Have recently received a work request for it. Aside from the issue with the light bulbs, it is run off a wireless system which seems patchy. Sometimes it is operational but don't get many requests to put items on it.

University Forest - Fence is bashed in at University Forest but there is no place on their website to report it. Was told to send request to Dr. Biggers.

Is it possible to have **water bottle filling stations** around the facility? – Recommended to run it by University Life. There is believed to be one in the library and one in each of the restrooms in the fitness room. They will be installed in the new buildings. Ward Martaindale will talk with University Life co-chair. There are retrofit models that you can install on already existing water fountains.

Early morning traffic – Parking in the lot by Arbor building. Between the high school students trying to get to the high school and other students trying to avoid the very long line that goes up Bay Area Blvd to turn into the high school, some of them were pulling on to Graduate Drive driving to UHCL and then trying to directly cross the street to get to the high school. Between those two things it seemed a bit chaotic because there are a lot of high school students going across University Drive not in the stop walk because they were trying to get on the same side of the crossing guard. It was suggested that a sidewalk can be installed on the other side of University Drive it might make it a little more organized.

Recommended to use a different entrance or to get a second cross guard. There are cross walks on Graduate Drive and University Drive. The students just don't use them.

This is also a problem in the evening. There are vehicles parking on University Drive on the curb to wait on children which creates a traffic hazard. There are 75 high school children that have parking permits. Maybe the Parking and Safety subcommittee can speak with the police officers.

Meeting was adjourned at 12:35 p.m.