# **Campus Improvement User Committee**

## **NCI at Frederick**

### July 13, 2016 @ 9:00 AM - 10:30 AM

Next meeting Oct 19th @ 9:00 am

Attendees:	$\boxtimes$	Mike Addington (Chairman)	$\boxtimes$	Bob Lawler		
	$\boxtimes$	Chris Bell		Keith Leaman		
	$\boxtimes$	John Bell	$\boxtimes$	Melissa Porter (via phone)		
		Darren Henderson		Joel Schneider		
	$\boxtimes$	Helene Highbarger				
<b>General Notes</b>	51				1	Action:
1 Spro	adahaat	itema in "DED" are complete				A II

1. Spreads	neet items in "RED" are complete	All
2. Bolded of	comments in minutes are "new"	All

### Areas / Items identified that require attention: See attached spreadsheet

Items for future consideration:		Funded:
	On hold	No
develop standard design and pursue inclusion in new		
construction if possible		
Install more bike racks, locations TBD. Survey to be conducted of	On hold	No
Bike riders and their building location		
Building 560 curb / asphalt / dumpster area rework	On hold	No
Seasonal flowers? High profile Buildings	On hold	No
Generate / execute landscaping plans per building	On hold	No
Pursue possible NCI separation of landscaping activities from the	On hold	No
Garrison in 2017?		
Discuss possibility of NCI pavilion	On hold	No
	Concrete pads for dumpsters with enclosures? John Bell to develop standard design and pursue inclusion in new construction if possible Install more bike racks, locations TBD. Survey to be conducted of Bike riders and their building location Building 560 curb / asphalt / dumpster area rework Seasonal flowers? High profile Buildings Generate / execute landscaping plans per building Pursue possible NCI separation of landscaping activities from the	Concrete pads for dumpsters with enclosures? John Bell to develop standard design and pursue inclusion in new construction if possibleOn holdInstall more bike racks, locations TBD. Survey to be conducted of Bike riders and their building locationOn holdBuilding 560 curb / asphalt / dumpster area reworkOn holdSeasonal flowers? High profile BuildingsOn holdGenerate / execute landscaping plans per buildingOn holdPursue possible NCI separation of landscaping activities from the Garrison in 2017?On hold

Miscellaneous	discussion	Items:

1. Need to acquire the Garrison's current scope of work for Classic to identify gaps and to ensure quality control. Need to confirm frequency of trimming, edging, bed weeding, etc. Mike, Chr   2. Address the overall poor quality of landscaping services currently provided by Classic through the Army Chris, Mil   3. Melissa has expressed an interest in and will seek approval for (1) in-house Melissa, Chr	
edging, bed weeding, etc.   2. Address the overall poor quality of landscaping services currently provided by Classic through the Army	is
2. Address the overall poor quality of landscaping services currently provided by Chris, Mil Classic through the Army	
Classic through the Army	
	e
3. Melissa has expressed an interest in and will seek approval for (1) in-house Melissa, Ch	
	ris,
Landscape dedicated FME employee to assist in ad-hoc activities and Mike	
coordination of contractors. Melissa requested Mike to provide Job	
description for position	
4. Chris and Mike to collaborate on creation of site plan color coded by Chris, Mil	e
activity and indicating duration to ease routine landscaping activities	
5. Melissa to work with SPGM on temp CIC construction activity signage Melissa	
as well as revised NCI banners	

These are the meeting minutes as understood by the writer, all corrections and /or additions should be called to the attention of the writer.