

## **Campus Recreation Advisory Committee**

### **Minutes**

Wednesday, November 19, 2008

4 PM, Large Conference Room, ARC

**Attendees:** Scott Havlir (Chair), Judith Martinez, LaWanda Cook, Pat Szuta, Becki Galardy, Dan Marcus, Cristina Rebellon, Alyssa Ramirez, Tony Clements (Ex-Officio), Ashley Rodriguez

**Absent:** Dinah Armstead, Bill Goodman, Jen Themanson, Kirstin Phelps, Kenneth Wang, Paul Cruse III, Sheena Johnson, Michael McDonough

**Guests:** Tessa Hile, Gary Miller, Robyn Deterding, Kristina Pettigrew, Doug Boyer, Bill Williamson

#### **1. Special Announcement – Tony Clements**

- Director Clements will be retiring at the end of January.

#### **2. Sustainability Initiatives – Robyn Deterding**

- Chancellor Herman has put out a statement about sustainability.
- The University has hired a person from Public Engagement Office who has been working on sustainability for the entire campus.
  - The individual units have also been working on sustainability plans.
- As defined by the University, sustainability refers to development that meets the needs of the present without compromising the ability of the future generations to meet their own needs.
  - There are three components to sustainability: the environment, the economy and society; they all intermingle in some way.
- The Campus Recreation proposal is in draft form. Upon approval by Director Clements, we will share this information with the Committee.
  - Campus Recreation will meet with the new sustainability person on Friday to look at the things being done across campus.
  - We have a committee of 7 people working on our plan.
  - Specific things that we are working on include:
    - Making sure that we report and record the results.
    - Making our actions visible to members so that they see that we are an active partner in this initiative.
    - An augmented auditing function so that we maintain what we are doing.
    - Continual review to see if our efforts are working.

- Doing research to see what others are doing and if they have seen success.
- Engaging internal and external stakeholders so that we create an inclusive group; marketing is very important for this aspect.
- Innovative process – practices that are the very best, not just good
- There is a re-commissioning committee – Big 80 Energy Reduction Re-commissioning Committee Office
  - They have analyzed the top 80 facilities who are the biggest users of energy in order to adjust the systems and create more energy efficient facilities.
    - Campus Recreation (CRCE) was part of this list, and the intent is that the ARC will go onto a computerized system so that we can control temperatures in the building.
    - This would allow us to detect problems quickly.
    - We are projecting about 15-20% decrease in the cost of energy with this new system.
  - Krannert was another facility on the list; they are projecting substantial savings in energy as well.
  - ARC is trying to get onto this system as soon as possible
- We want to have a better system of changing out air-handling belts, which control the climate in the building and improve air quality.
  - Now, they must be changed twice per year; we are purchasing new belts that will only have to be changed every two years. This change will save about \$35,000.
- Campus Recreation is looking at putting together a lighting usage statement and policies.
  - At CRCE, we are able to adjust when lights are on / off.
  - The lights have been taken off timers.
  - We want to implement more options that will prevent unnecessary lighting usage. For example, motion censored lighting, etc.
- In order to save costs by using low-energy light bulbs, Campus Recreation has set up a contract with Tepper Electric where we can purchase and store T-5 and T-8 lights which are more efficient and not provided by the University; this will also be a cost savings.
- There is a continual effort to partake in the best marketing options.
- We are focusing on significant water-saving opportunities, such as the use of native plants being added to the landscaping of the ARC and 2 new Astro-Turf fields, which will eliminated about 2.5 million gallons of water for just those two fields.
- Overall, Campus Recreation is looking top to bottom for opportunities to partake in this initiative and become a more sustainable Unit.
- Questions?
  - If anyone has further interest or questions, Robyn will be happy to provide insight: [rdeterdi@illinois.edu](mailto:rdeterdi@illinois.edu)

- Also, if anyone is interested in receiving a copy of the draft sustainability plan, Robyn or Ashley would be happy to email you a copy.
- Have you thought about getting a LEED certification for the ARC? We have talked to engineers from Purdue; LEED is very expensive because it has to be incorporated in construction and can't be done now that we are already open, but there are things that we can do that are part of this certification. We are putting together a plan and analyzing from a cost standpoint.

### 3. Budget Updates – Tessa Hile

- As Robyn mentioned, there is an economy portion to the sustainability plan.
- The University is losing state dollars, which has affected the budget.
- The University is pressured to keep student fees down to therefore minimize the effect of this budget crisis on the students.
- Currently, Campus Rec is doing an exercise to reduce our budget by 10% to see what areas we can reduce or eliminate. The goal of this exercise is that the cuts will not be apparent to or affect the students in the end.
- We will be compiling the data and submitting report to the Associate Vice Chancellor.
- Internally to save money, we have taken the following actions:
  - Submitting PDF statements, rather than paper statements.
  - Switching to electronic work / purchase orders.
  - Creating a database to track maintenance costs and work orders; we also want to manage time well to save costs.
    - Once complete, we will be able to analyze the cost of a whole project, which will help us to better monitor things in the maintenance area.
  - Development of a new purchasing policy: upon purchasing, individuals must come up with several vendor quotes so that we are sure that we are receiving the best prices.
    - Scrutinizing purchases, i.e. they must be pre-approved.
    - No overnight shipping to encourage forward thinking.
- Questions?
  - What purchases does this new policy apply to? It applies to all purchases across the board.
  - Can you please explain the increase to utility costs and how that will affect the budget in the future? This was an expected increase; in June we were working on a project and we met with the Utility Administration at that time. We were told to expect an upward increase of about 30-50% for utilities. We were going into an unknown with the ARC, but when budgeted for the year, we did budget for significant increases in utilities.
  - Is anyone looking at the quality of the purchases being made? We do a lot of research before we make purchases so that we can find the best

cost and the best value. An example of this is by using local vendors – we receive quicker repair time, save on maintenance costs, etc.

- What does the Committee believe the best / worst cuts are? PLEASE FORWARD ALONG YOUR FEEDBACK

#### **4. Campus Recreation Usage Data – Krissy Pettigrew**

- The attached PowerPoint is a comparison of data from August to October between 2007 and 2008.
- Background data: There are two types of card swipes.
  - A **valid** card swipe signifies that someone came into the facility; there is not a limit of valid card swipes per user per day.
  - A **distinct** card swipe recognizes each user one time per day.
    - This is a better representation of the actual amount of users per day.
- Questions?
  - Can Campus Rec track the number of times that user come in per week? Can get this information from the I-Card system if desired.
  - Average amount of valid swipes per day? About 6,000-8,000 per day. The goal (after the creation of CRCE and prior to the ARC completion) was for users to come into a facility 4 times per month. Now, the target is 8 days per month. Also, goals include: to increase frequency and to increase use by non-users.
  - Have you considered an online system to sign-up for machines? The sign-up system has been eliminated all together. It is very difficult if we cannot penalize people for not showing up. Likewise, we do not want to deter people from coming into the facilities, nor do we want to put an uncomfortable pressure on the users. We will re-evaluate this in the spring.
  - Have you looked at an IMPE v. ARC comparison? This is hard because they are not comparable, as the ARC has 6X the space that IMPE did. It would be good to have that data, but we must realize that the old activities were different.

#### **5. Building Updates – Gary Miller**

- The indoor pool roof is complete; the remaining funds will be redistributed to other projects.
- Today we had a meeting with the new engineering firm to investigate the flooding problems behind the ARC.
  - Two future meetings are also scheduled, and they will be supplemented with the bi-weekly conference call.
  - We believe that a solution is due to us by January 31, 2009.
- The fire doors in central stairway are open now because they are officially hooked up to the fire alarm system.
- The door-positioning switches and way-finding signage still being worked on.
- The work order for the bike parking has been finalized, and the work will begin soon.

- The security cameras are going to bid.
- We are evaluating the key watchers system, which is used to monitor keys that are being checked out.
- The punch list will continue through the year.
- The work on MP6 floor began yesterday, and work will continue for the next 3-4 weeks.
  - The old wood will be re-used.
- Public address system should be done by next Friday.
- Questions?
  - Have you considered creating a new FAQ about the building updates? We will speak with the Marketing department and have them place this on the website. We will also print copies of the Minutes for any users to take.

**6. Meeting Date for Spring – Scott Havlir**

- PLEASE SEND YOUR AVAILABILITY FOR SPRING. THERE IS AN ATTACHMENT TO THE EMAIL. THANKS!