

July 21, 2016

From: Donald R. Tarbell, Chief of Police

To: John J. Kispert, Vice President for Business Affairs

Subj: Annual Safety Inspection Report for 2016

1. On July 19, 2016 from 2045 hours to 2230 hours, an inspection of the Francis Marion University campus was conducted in order to identify any safety and/or maintenance deficiencies which need to be addressed prior to the start of the fall semester.

2. The following personnel participated in the inspection:

- Donald R. Tarbell – Campus Police
- Ralph Davis – Facilities Management
- Mike Richey – Facilities Management
- Pat Boswell – Facilities Management
- Wyman Owens – Facilities Management
- Fred Kunz – Facilities Management
- Teresa Ramey – Student Affairs
- Ericka Poole – Housing & Residence Life

3. The inspectors identified 55 items requiring some type of maintenance remedy from Building Maintenance or Grounds Maintenance. The inspectors also identified 3 areas in which it is suggested lighting or traffic control improvements could be made. All of the below maintenance items and suggestions have been entered into the WorkReq system for action by Facilities Management personnel.

4. The following 42 items were forwarded to Building Maintenance for action:

- Light HDW-15 is out.
- Light HDW-32 is out.
- Light HD-1 is out.
- Light HD-2 is out.
- One of the rack lights under the bike rack behind E dorm near the Heyward community center is out.
- The wallpack light on the south end of V Villas is out.
- Light FVT-5 is out.
- The light under the awning on the back side of U Villas is out.
- The light under the awning on the back side of S Villas is out.
- Light G-17 is out.
- There is a wallpack light out on the Ferguson stairwell.

- There is a wallpack light out on the Gallington stairwell near G-8.
- There are two wallpack lights out on the Dalton stairwell.
- There is a wallpack light out on the Logan stairwell side closest to Newton.
- There is a wallpack light out on the Johnston stairwell side closest to Newton
- Light HV-13 is out.
- There is a wallpack light out on the Ervin stairwell
- Light WG-A is out near the fountain.
- Light WG-B is out near the fountain.
- Light WG-C is out near the fountain.
- Light WE-5 is out.
- There are three missile lights out to the southwest of Stokes near lot E.
- Light SA-1 is out.
- The lights at the information kiosk are out.
- Light A-6 is out.
- Light SE-2 is out.
- Light UC-41 is out.
- Light UC-37 is out.
- The ceiling lights on the southwest side of the Rogers Library Reames Wing are all out.
- Two of the ceiling lights at the front entrance to the Rogers Library are out.
- The lightpole on the northwest end of RL near the handicap ramp is out.
- There are two lights out at the RCC parking lot.
- The north and east wallpack lights are out at the Pee Dee Ed building.
- There is a pole light out on the southwest corner of the UC.
- There is a light out on the northwest patio of the UC.
- There is an overhead light out near the UC auto-doors.
- There are two overhead lights out on the east side of LSF.
- There are two overhead lights out by the south side door to Chapman Auditorium.
- There is an emergency exit light out on the south side of Chapman Auditorium.
- There are several overhead lights out near the north entrance to MSB.
- There is an overhead light out near the entrance to LSF.
- There is a wallpack light out on the east side of the shop in the Warehouse compound.

5. The following 12 items were forwarded to Grounds Maintenance for action:

- The bushes as you come out the main exit of the dining hall should be cut down and thinned out a bit.
- The bushes between B and C dorm near the triangle can be cut down and thinned out a bit.
- The bushes on the south side of Patriot Drive at the intersection of Patriot and Wallace Woods Road should be cut down so as to allow drivers a better view of cross traffic.
- There is a pothole which needs to be filled on the Cottage Road near Ervin.
- The tree near light pole W-3 near the ACC needs to be trimmed back as it is covering too much of the sidewalk.

- The bushes on the sidewalk between the S-curve of Alumni Drive and Wallace Drive need to be trimmed down so they aren't so tall.
- The tree near the emergency callbox in Lot G near the northern most access road to the inner Villas circle needs to be trimmed so it doesn't cover the box so much.
- The bushes need to be trimmed down at the entrance/exit of Lot C onto Robert Scott Drive so as to increase visibility of cross traffic.
- The low plants along the sidewalk along the back side of the PP compound wall need to be trimmed back so students can walk on the sidewalk and not have to walk on the grass.
- The tree limbs near light SC-12 need to be trimmed.
- The trees in the front of the Physical Plant need to be trimmed so you can read the parking signs as well as see pedestrian traffic as you enter and leave the back compound.
- The branches of the trees on the northeast side of the UC need to be trimmed.
- The limbs on the northwest side of MSB need to be trimmed.

6. The following 3 items were forward to Facilities Management as suggestions:

- Think about putting some type of light to brighten up the Warehouse loading dock area.
- We should think about adding a light to the northwest side of parking Lot A in line with the CEMC. There isn't a light which covers this corner.
- We should look at adding a stop or yield sign to the southwest corner of Lot C near where drivers are exiting and entering the lot from Robert Scott Drive.