Facilities Committee Meeting Minutes
August 25, 2025

Roll Call
Committee Members:
Administrators (3): Alberto Vasquez (Chair), Edith Kaeuper
Faculty (3): Steven Brown (co-Chair), Madeline Mueller
Classified Staff (3): Michael Snider
Students (3): Angelica Campos, Brianna Smith

Committee Alternates:
Administrators (3): Zachary Lam, Kit Dai, Geisce Ly
Faculty (3): Jennifer Rudd
Classified Staff (3): Jeffrey Kelly
Students (3):

Not Present:
Administrators: Amy Coffey
Faculty: Alan D'Souza, Stephanie Robison, Anna-Lisa Helmy
Classified Staff: Maria Salazar-Colon, David Delgado
Students: Christina Michaud, Israel Gutierres

Resources: Facilities Committee Web Page

1. **Call to Order**
    a. The meeting was called to order by Chair Vasquez at 1:06 PM.

2. **Approval of Agenda**
    a. Discussion
        i. Noah Lystrup will be presenting Item 8c at approximately 1:40 PM. This is not a change to the agenda, just a shift in order to accommodate scheduling.
        ii. It was proposed to add
            1. Item 8e – Horticulture Projects
            2. Item 8f – Space Naming Proposal
    b. A motion to approve the agenda with the additional items was made by Steven Brown, seconded by Edie Kaeuper.
    c. Voice vote to approve the agenda
        i. No abstentions
        ii. No nays
        iii. Motion passes

3. **Public Comment – Items not on the agenda**
    a. Michael & Lais A. Park spoke regarding safety and sanitation concerns at the 750 Eddy St site.

4. **Approval of Minutes**
    a. Discussion – correction of Jeffrey Kelly's name – misspelled on minutes and agenda.
    b. A motion to approve the minutes with corrections was made by Steven Brown, seconded by Edith Kaeuper.
    c. Voice vote to approve the minutes
        i. No Abstentions
        ii. No nays
        iii. Motion passes

5. AVC Report – Design & Construction Projects –Alberto Vasquez

a. Balboa Reservoir update
   i. We are not part of the project, but we are in contact with the developer. They are a distinct and fully separate entity and are not always responsive, and we are not always kept in the loop. They will have a community event on Saturday 8/30/25 at Unity Plaza.

b. Hiring
   i. We are in the process for hiring Utility Workers and replacements for retired Custodians. Gardeners, Stationary Engineers and a Locksmith are also all being worked on.
   ii. The Director of Buildings & Grounds position needs to get back up to speed as well.

c. Safety Projects
   i. Last week there were a couple of safety incidents related to General Contractors moving materials without following proper safety procedures. We did notify them, and they acknowledged the error. We are working with them to ensure that safety procedures are followed.

d. Heating
   i. The Art Extension project is underway; they have removed the cooling tower and chiller from the rooftop. They are now obtaining the equipment for the installation of a boiler system.
   ii. The Smith/Statler boiler project will be starting soon. Before that begins, we need to make sure hot water is functional for Culinary Program.
   iii. The Rosenberg Library boilers are installed and will be tested soon. HVAC project is on the roof awaiting an electrical panel. We are expecting completion within a couple of months and will probably have the heat available sooner.
   iv. The Science Hall project is at DSA awaiting approval.
   v. The reason behind all these projects is that the old system is a high-pressure steam system that originates in Cloud Hall and feeds six other buildings. As a result, if there is an issue with the Cloud Hall system, all the buildings connected go down as well. Decoupling the buildings will provide safeguards to keep the campus buildings comfortable and operational.

e. Bond Projects
   i. Deigo Rivera Theater
      1. DSA has added some requirements in June; we are planning mid-September for sending back changes for approval. The contractor is working with their subs on the project. As soon as we get approval we can go to the Board of Trustees at the end of September.

   ii. STEAM Building
      1. All departments are now moved in and using their spaces for instruction.

   iii. Student Success Center
      1. The SSC opened on July 1. Staff has already moved in. There are still some punch-list items and a permit for sidewalk work is pending from the city. There is a ribbon cutting ceremony scheduled for 8/8/25 at 2 PM.

   iv. 200 Bungalows
      1. The demolition of the old bookstore took place during the summer. They are finishing up some site work and drainage. The perimeter fence is up, so it looks like they will be wrapping up soon.

f. State-Funded Projects
   i. 750 Eddy
      1. We are waiting for construction funding and for the college to make next-step decisions on planned use. We are working on cellular connections for the security and fire alarm systems.

We will be moving out what is stored there to the Ocean Campus so the departments can go through and determine what should be scanned or can be disposed of.

ii. Utility Infrastructure Project
   1. We are working with the state and have submitted some information. We haven't connected with the state representative but are hoping to check in with them soon.

iii. Cloud Hall
   1. Roof replacement is underway and scheduled for October completion. We will be going to DSA for exterior door replacement. We also are planning to add a new elevator to exterior of the building.

iv. John Adams
   1. We are working on relocation of Allied Health, creating spaces during the fall and spring for a summer move. Unused spaces will be emptied of old materials and recyclables. We will be following up with user groups now that school is in session.

v. Science Hall
   1. ECDD Architecture will be getting more detail on some questions with DSA regarding structural items, which will help with the design work. We are also working with user groups. There is a lot of good information gathered this summer to review and help make decisions.

vi. Evans Center
   1. This project is with DSA for final review. Approval is expected this fall. We are also working with on-site staff and department regarding the logistics for construction phasing. Once we get DSA approval, we are hoping to bid the project out before the end of the year.

vii. Campus-Wide Roofing
   1. Batmale Hall is almost complete. Mission Center had a project approved late in the summer, which will start soon. Rosenberg Library will be next, and they are walking the next phase of roofs which include Wellness and Horticulture.

viii. Exterior Cameras
   1. We connected with a state-wide vendor which will speed up the process.

6. Buildings & Grounds Report

a. We continue to review bin-genie work orders as they come in. There have been some pest-control concerns, and we had a meeting to come up with some opportunities. We will pilot a cleanup model providing specific recycling and shredding as well as identifying old furniture.
b. Lactation rooms located at our new buildings, as well as the Centers and HBB and are now fully functioning. Access pins have been set up that will work at all locations.

7. Old Business – AVC Alberto Vasquez

a. 1550 Evans
   i. No update at this time. We will follow up with David Yee to communicate anything; however, there are challenges with it being an SFPUC-owned site. They have not been willing to give us a lease.

b. Parking Structure Update
   i. We had a Notice of Preparation meeting on 7/9/25. We received a handful of individuals with comments. We will be getting more comments in the fall. We selected a design architect, which is going to the Board of Trustees meeting this week.

c. AMT Program update
    i. No specific update: we will communicate with David Yee for follow up.

d. Student Union MLK space
    i. We will try again this winter to see what happens with water intrusion. There was no issue last year, but we will see what happens this year. We will also get recommendations from waterproofing consultants.

e. Security Camera Projects
    i. We will try to ramp up a bigger budget to get the project done faster using a state contactor.

8. New Business

a. Board Items – Informational
    i. none

b. Board Items – Action
    i. None

c. Naming of the Multicultural Retention Center space in HBB after Dr. Henry L. Augustine Jr. – Dean Noah Lystrup (this agenda item was taken/discussed earlier in the meeting in the interest of scheduling)
    i. Noah Lystrup presented this item to the committee.
    ii. The Multicultural Retention Centers will be moving to the Harry Britt Building HBB 101 and HBB 39.
    iii. The proposal is to rename the collective space, but each individual space retaining its respective naming.
    iv. Dean Lystrup reviewed the biography and contributions of Dr. Augustine.
    v. This item will be brought back to the committee for a second read at a future meeting.

d. Building/Space Inventory
    i. Alberto had a pilot process with Erin Denney for ARTX. Alberto shared a Creative Arts Extension chart with an example of the project with a corresponding Excel spreadsheet.
    ii. We will be sharing more information as the process continues.

e. Horticulture Projects – Steven Brown
    i. There will be a roof project coming soon. There are a number of other projects that are pending for Horticulture. Steven requested to follow up on those items with Alberto in a separate meeting.

f. Naming a space for Lauren Miller - Angelica Campos / Leslie Simon
    i. There is interest from Associated Students for a Student Union or possibly Rosenberg Library prayer/meditation space to be named for Lauren Miller. Angelica wanted to know the process for getting a space allocated and subsequently named.

9. Future Business

a. Call for agenda items
    i. December Meeting Date needs to be changed.
    ii. Whale Statue Memorial Plaque
    iii. SFMTA 29 Sunset Improvement Project

10. Adjournment

a. Meeting adjourned at 2:32 PM