



Facilities Committee Meeting Minutes

November 24, 2025

Roll Call

Committee Members:

Administrators (3): Alberto Vasquez (Chair), Erin Denney, Edith Kaeuper

Faculty (3): Steven Brown (co-Chair), Madeline Mueller, Alan D'Souza

Classified Staff (3): Michael Snider, David Delgado

Students (3): Angelica Campos, Brianna Smith

Committee Alternates:

Administrators (3):

Faculty (3): Anna-Lisa Helmy

Classified Staff (3): Jeffrey Kelly

Students (3):

Not Present:

Administrators: Kit Dai, Zachary Lam

Faculty: Stephanie Robison, Jennifer Rudd

Classified Staff: Maria Salazar-Colon

Students: Christina Michaud

Resources: [Facilities Committee Web Page](#)

1. Call to Order

- a. The meeting was called to order by Chair Alberto Vasquez at 1:05 PM.

2. Approval of Agenda

- a. Discussion – there were proposals for the addition of New Business Items 8C and 8D (see New Business section below)
- a. A motion to approve the agenda with modifications was made by Steven Brown, seconded by Edie Kaeuper.
- b. Voice vote to approve the agenda as amended
 - i. No abstentions
 - ii. No nays
 - iii. Motion passes

3. Public Comment – Items not on the agenda

- a. None.

4. Approval of Minutes – 10/24/25

- a. Discussion – none.
- b. Motion to approve the agenda was made by Steven Brown, seconded by Angelica Campos.
- c. Voice vote to approve the agenda
 - i. No abstentions
 - ii. No nays
 - iii. Motion passes

5. AVC Report – Design & Construction Projects

a. Balboa Reservoir update

- i. A couple of notices have gone out in the past week regarding the project and its impact on the college.
- ii. There is currently an additional blocked off section in the HBB parking lot that is temporary and related to a fire hydrant line that needs to be relocated.
- iii. We want to put developer's information online, but that is not up yet. It needs to be clear that it is not a CCSF project and we have no responsibility for what happens on the other side of the fence.

b. Hiring

- i. A couple of new Gardeners have been hired.
- ii. Interviews to fill Custodian positions are coming up in a couple of weeks.
- iii. A new Plumber will be joining us soon.
- iv. Two Stationary Engineers are in the hiring process.
- v. We are working with HR on hiring a Locksmith, a Custodial Supervisor and a couple of Painters.
- vi. The Director of Buildings & Grounds position is being restarted. The job listing will be posted soon.

c. Heating

- i. Creative Arts is scheduled to be done at the end of December.
- ii. Smith/Statler is now on an independent system.
- iii. The Rosenberg Library boilers are finished; cooling will be in testing by end of the month.
- iv. The Science Hall heating project is still waiting for DSA Approval.
- v. Cloud Hall, Creative Arts and Visual Arts are all DSA approved, and we are putting together a schedule to transition those buildings from being heated by steam lines from Cloud Hall to independent systems.

d. Bond Projects

- i. Diego Rivera Performing Arts Center
 - 1. It is still at DSA for the review of a roof item. It should be done in the next several days.

e. Parking Structure

- i. We had a Notice of Preparation in July.
- ii. There will be a draft Supplemental EIR that will be made publicly available in December.
- iii. The comments and feedback process will be scheduled for the spring.
- iv. The design is for a 5-story structure that will be lower than the Steam Building and will not cast shadows on Riordan HS.

f. Student Success Center

- i. The contractors are finishing some punch list items.
- ii. There is a sidewalk item delay due to the bus depot that involves clearance issue for the bus turning radius.

g. State-Funded Projects

i. Utility Infrastructure

- 1. We met with the state in November at a conference. They are planning to go to the Department of Finance in December for approval, which will give us the green light to start bidding the project.

ii. 750 Eddy

- 1. The college has not made a formal/final decision on next steps for this project.

- iii. Cloud Hall
 - 1. The roof is almost completed. We have submitted an exterior door replacement and a draft of a new elevator addition to DSA.
- iv. John Adams
 - 1. Disposal and e-waste procedure was approved last month. It is a fairly complicated process that involves internal, local and state-wide procedures.
- v. Science Hall
 - 1. We are working with departments to confirm their spaces. With adjustments to right-size spaces there may be an opportunity to add another department in, with the balance being classrooms and offices.
- vi. Evans Center
 - 1. The project is at DSA and is expected to be approved in January with bid out in the spring. The AMT program will be included in the plans.
- vii. Campus-Wide Roof Project
 - 1. The Batmale Hall roof is complete. The Mission Center and Rosenberg Library are almost complete.
- viii. Exterior cameras
 - 1. We are working with IT to support and streamline the project.
- ix. Multi-Media building
 - 1. There was a discussion in the past that it was supposed to be part of Creative Arts Extension, but it was not feasible due to their unique space requirements. We explored other areas but there were adjacency issues that came into play, so it did not move forward.
 - 2. We are now exploring other possibilities, but it is challenging because there are plans to take down existing buildings and occupants need to be relocated as well. There are a lot of things that will need to be explored in the interest of continuing the project.

6. Buildings & Grounds Report

- a. We are continuing to work with BIM Genie. There is a little glitch in the system with the SSC that we are trying to figure out and resolve.
- b. Batmale Hall - We have been working with rodent-control vendors to come 1-2 times a week. There are some areas that are under Faculty control that we can't enter/clean up without prior approval.

7. Old Business – AVC Alberto Vasquez

- a. 1550 Evans
 - i. Without any further discussions on a lease term there is no change. SF PUC does not want to provide a 30-year lease to the college, and we cannot move forward without that. It is also a multi-party agreement which complicates matters further.
- b. Parking Structure update
 - i. See notes for item 5E.

- c. Student Union MLK space
 - i. We walked the site after the rains and there was no sign of any problem. We will continue to monitor the situation throughout the rainy season. If there are no further problems we will develop a plan to seal the concrete below the flooring.
- d. Security camera
 - i. See notes for item 5G, section viii.
- e. Building Space Inventory
 - i. There has been some progress on this. We hope to have a presentation in January for several buildings.

8. New Business

- a. Board Items – Informational
 - i. none
- b. Board Items – Action
 - i. None
- c. Naming of SSC – Brianna Smith
 - i. Brianna read a resolution to name the Student Success Center in honor of Dr. Henry L. Augustine Jr.
 - ii. This was developed by Evangel Brewster and Brianna Smith, Co-Presidents of the Black Student Union & UMOJA.
- d. Food Pantry – Patty Baldwin (taken at 1:10 PM)
 - i. Patty has been working with Associated Students on a resolution regarding putting a full-time food pantry on campus, featuring ingredients students can take home to prepare meals. This would be primarily non-perishable items but hopefully could grow to include some fresh items as well.
 - ii. There is a great need among students for this service.
 - iii. The long-range goal is for a Pantry at each CCSF location (the Centers), but they would use the Ocean Campus as a starting point/pilot.
 - iv. They need to identify a good space for this. Ideally it would be near Smith Hall, but that location may not be logistically possible.
 - v. They are looking at models at other community colleges for ideas on how to enact this idea.

9. Future Business

- a. Call for agenda items
 - i. Next meeting 12/15/25.
 - ii. Steven – Cherisa's spreadsheet
 - iii. 2nd read SSC naming
 - iv. Reflection/Mediation Space

10. Adjournment

- a. Adjournment at 2:26 PM