

## Board Building Committee San Jacinto Community College District November 11, 2025

The Board Building Committee of the San Jacinto Community College District met at 4:00 p.m., Tuesday, November 11, 2025, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

### MINUTES

	<b>Building Committee Meeting Attendees:</b>	<b>Board Members:</b> Dr. Michelle Cantú-Wilson (Chair), Judy Harrison, and Chad Burke <b>Absent:</b> Dan Mims (ex-officio) <b>Chancellor:</b> Brenda Hellyer <b>Others Present:</b> Dianne Duron, Damon Harris, Carin Hutchins, Bryan Jones, Deborah Paulson, Genie Scholes, Charles Smith, and Bianca Torres
	<b>Agenda Item:</b>	<b>Discussion/Information</b>
<b>I.</b>	<b>Call the Meeting to Order</b>	Dr. Michelle Cantú-Wilson called the meeting to order at 4:01 p.m.
<b>II.</b>	<b>Roll Call of Board Members</b>	Roll call of the Committee members was conducted by Chair Michelle Cantú-Wilson:  Dr. Michelle Cantú-Wilson, Present Judy Harrison, Present Chad Burke, Present Dan Mims, Not Present
<b>III.</b>	<b>Approval of Minutes from September 23, 2025</b>	Building Committee Meeting Minutes from September 23, 2025, were reviewed with a motion made by Judy Harrison to accept the minutes which was seconded by Chad Burke.
<b>IV.</b>	<b>Recommended Projects and Delivery Methods</b>	A. Bond Funds (Reported by Charles Smith) 1. Consideration of Delegation of Authority to Contract for South Campus Science and Allied Health Building (S1) Skylight Replacement. <ul style="list-style-type: none"> <li>• This project replaces the deteriorated skylight in S1 to prevent leaks and improve energy performance. Delegation of authority allows the Chancellor to approve selected contractors enabling a high probability of project completion during Spring Break.</li> </ul> 2. Consideration of Delegation of Authority to Contract for North Campus Interactive Learning Center (N2) Plumbing Repairs. <ul style="list-style-type: none"> <li>• This project repairs and reroutes failing roof-drain piping at N2</li> </ul>

		<p>to prevent hidden leaks and resulting foundation damage.</p> <ol style="list-style-type: none"> <li>3. Consideration of Delegation of Authority to Contract for South Campus Interactive Learning Center (S12) Plumbing Repairs.             <ul style="list-style-type: none"> <li>• This project replaces failed roof-drain piping at the S12, where active leaks are undermining soil. Delegated approval authority for use of Job Order Contracting will provide for timely project execution.</li> </ul> </li> <li>4. Consideration of Approval to Contract for South Campus Distributed Generation Transfer Trip.             <ul style="list-style-type: none"> <li>• The College is requesting approval of funding to install a transfer trip relay system to safely integrate the South Campus solar array with the utility grid, which will provide significant energy-cost savings.</li> </ul> </li> <li>5. Consideration of Approval of Allocation of Capital Projects Funds.             <ul style="list-style-type: none"> <li>• The College is requesting approval to allocate a total of \$500,000 (\$250,000 for each project) for critical roof-drain repair work at N2 and S12. The funding source will be 2015 Bond contingency funds.</li> </ul> </li> </ol> <p>B. Operating Funds</p> <ol style="list-style-type: none"> <li>1. None</li> </ol>
<p><b>V.</b></p>	<p><b>Bond Funds</b></p>	<p>A. Bond Funds (Reported by Charles Smith)</p> <ol style="list-style-type: none"> <li>1. Safety Metrics             <ul style="list-style-type: none"> <li>• One property damage incident occurred when a landscape worker damaged a buried electrical conduit while planting trees. This caused a loss of power at the Academic Building - North (S7), occupied by Pasadena Early College High School. San Jacinto College electricians identified and repaired the damaged conduit and restored power to the building.</li> <li>• Several contractor safety glasses violations at four different College worksites were noted and addressed during the recent reporting period.</li> </ul> </li> <li>2. Project Updates             <ul style="list-style-type: none"> <li>• Central Campus – Allied Health Building (C11) Roof Repair                 <ul style="list-style-type: none"> <li>○ The roofing manufacturer is correcting deficiencies and will issue a new 20-year warranty upon completion.</li> </ul> </li> <li>• Central Campus – McCollum Building (C3) Low and High Section Roof Repair                 <ul style="list-style-type: none"> <li>○ A competitive sealed proposal solicitation is underway for full roof replacement and coating. The project will include a 20-year warranty.</li> </ul> </li> <li>• Central Campus – East Classroom Building (C4) &amp; Central Plant (C10) Roof Coating                 <ul style="list-style-type: none"> <li>○ Roof coating and drainage repairs have been completed to extend the roof life and reduce maintenance.</li> </ul> </li> </ul> </li> </ol>

		<ul style="list-style-type: none"><li>• Central Campus – Slocomb Auditorium (C12) &amp; Fine Arts Center (C13) Roof Coating<ul style="list-style-type: none"><li>○ Contract has been awarded, and work to restore and protect the roofs is planned to commence prior to Thanksgiving.</li></ul></li><li>• Central Campus – Student Center (C14) Storm Sewer Repairs<ul style="list-style-type: none"><li>○ Storm sewer reconstruction has been completed, restoring proper site drainage and building foundation stability.</li></ul></li><li>• North Campus – Uvalde Road Sidewalk Installation<ul style="list-style-type: none"><li>○ Harris County Precinct 2 has moved the sidewalk project into design with bidding expected to commence in February.</li></ul></li><li>• North Campus – Student Center (N12) Plumbing Repairs<ul style="list-style-type: none"><li>○ Major plumbing replacement using pipe-bursting is underway, which will achieve significant cost savings and restore building functionality.</li></ul></li><li>• South Campus – College-wide Pavement Preservation Projects<ul style="list-style-type: none"><li>○ Pavement improvements, curb adjustments, and slope corrections are being performed to improve drainage and extend asphalt life at Rick Schneider Boulevard and parking lot P7.</li></ul></li><li>• South Campus – Softball Outbuilding &amp; Dugouts<ul style="list-style-type: none"><li>○ Structural and foundation work is nearing completion, with the project on track for February completion.</li></ul></li><li>• Energy Efficiency Update<ul style="list-style-type: none"><li>○ The College has reduced total electricity usage by 29 percent and total natural gas usage by 65 percent over the past four years. Opportunities for future savings are more limited with energy unit costs increasing and will require behavioral changes such as efficient class and office scheduling in low demand periods and months.</li></ul></li></ul> <p>3. Financial Reports</p> <ul style="list-style-type: none"><li>• 2015 Bond – Report was presented without questions.</li><li>• Center for Biotechnology at Generation Park – Report was presented without questions.</li><li>• Bond Interest Earnings –<ul style="list-style-type: none"><li>○ C. Hutchins explained the arbitrage calculations and liability.</li></ul></li><li>• Future Capital Projects –<ul style="list-style-type: none"><li>○ C. Hutchins and B. Hellyer explained the College’s process of allocating funds for future capital projects. A portion of these funds were approved to be used for the baseball and softball field upgrades that are currently in process.</li></ul></li></ul>
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<b>VI.</b>	<b>Status of Delegation of Authority</b>	Reviewed Status of Delegation of Authority Summary – Report was presented without questions.
<b>VII.</b>	<b>Adjournment</b>	M. Cantú-Wilson adjourned the meeting at 4:55 p.m.