

**Board Building Committee  
San Jacinto Community College District  
September 23, 2025**

The Building Committee of the San Jacinto Community College District met for a Board Building Committee Meeting at 4:00 p.m., Tuesday, September 23, 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 Dan Mims (Ex officio member) <b>Chancellor:</b> Brenda Hellyer <b>Other:</b> Dianne Duron, Damon Harris, Brenda Hellyer, 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 Dr. Michelle Cantú-Wilson:  Dr. Michelle Cantú-Wilson, Present Judy Harrison, Present Dan Mims (Ex officio member), Present
<b>III.</b>	<b>Approval of Minutes from August 26, 2025</b>	Building Committee Meeting Minutes from August 26, 2025, were reviewed with a motion made by Dr. Michelle Cantú-Wilson to accept the minutes with corrections, and was seconded by Dan Mims.
<b>IV.</b>	<b>Recommended Projects and Delivery Methods</b>	A. Bond Funds <ol style="list-style-type: none"> <li>1. Consideration of Delegation of Authority to Contract for Central Campus Building C12/C13 Roof Coating <ul style="list-style-type: none"> <li>• The project includes cleaning and coating the existing roof system with high-performance silicone and a separate Owner’s contract to service smoke dampers while scaffolding is in place.</li> </ul> </li> <li>2. Consideration of Delegation of Authority to Contract for Central Campus Building C3 Roof Upgrade <ul style="list-style-type: none"> <li>• The project includes full replacement of the McCollum Tower roof and cleaning and coating</li> </ul> </li> </ol>

		<p>of the main mid-roof.</p> <ol style="list-style-type: none"> <li>3. Consideration of Approval of Allocation of Capital Project Funds             <ul style="list-style-type: none"> <li>• The College is requesting approval of funds to replace the leaking skylight in the South Campus S1 Science and Allied Health Building with an architectural metal deck, tubular daylighting devices, and a new PVC roof, due to the deteriorating condition of the existing fiberglass system.</li> </ul> </li> </ol> <p>B. Operating Funds</p> <ol style="list-style-type: none"> <li>1. Consideration of Approval to Renew the Contract for Asphalt, Concrete, and Parking Lot Striping Services             <ul style="list-style-type: none"> <li>• The College is requesting approval to renew the contract with Corestone Construction Services, increasing the contract amount from \$300,000 to \$500,000 to include previously approved pavement and concrete repairs at Central and South Campuses.</li> </ul> </li> </ol>
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<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>• Zero safety incidents were reported.</li> </ul> </li> <li>2. Progress updates were provided for the following projects:             <ul style="list-style-type: none"> <li>○ Central Campus – C4 &amp; C10 Roof Coating                 <ul style="list-style-type: none"> <li>• The project is progressing well, with coating underway on C-4. Extra attention to the roof seams is expected to extend the system’s lifespan.</li> </ul> </li> <li>○ Central Campus – C14 Storm Sewer Repairs                 <ul style="list-style-type: none"> <li>• Excavation and removal of existing piping on the south side of the Student Center have been completed. New storm sewer lines and cleanouts were installed and approved by the City of Pasadena, and the project is approximately 40% complete.</li> </ul> </li> <li>○ South Campus – Rick Schneider, P7 &amp; P9                 <ul style="list-style-type: none"> <li>• Concrete work at Rick Schneider Drive is ongoing, with curbs being placed and full reopening expected in about one month. Repairs at P7 and P9 to address drainage issues are progressing, with the parking lots expected to return to service in early October 2025.</li> </ul> </li> </ul> </li> </ol>
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		<ul style="list-style-type: none"> <li>○ South Campus – P16 &amp; P17             <ul style="list-style-type: none"> <li>● Due to minimal use and the high cost of repairs, maintenance of Lots P16 and P17 will be deferred indefinitely. Usage data from the census week confirmed that these parking lots are not needed even during peak demand.</li> </ul> </li> <li>○ South Campus – S14 Re-Roof             <ul style="list-style-type: none"> <li>● The re-roofing of Building S14 was completed earlier this month with the installation of the ridge cap. The system is expected to provide a long and low-maintenance service life.</li> </ul> </li> <li>○ South Campus – S15 Building Envelope             <ul style="list-style-type: none"> <li>● Initial envelope testing began last week, with more invasive assessments underway to identify the source of leaks. A proposed solution for this building and N2 at North Campus is expected to be presented at the next Building Committee meeting.</li> </ul> </li> <li>○ South Campus – Softball Outbuilding &amp; Dugouts             <ul style="list-style-type: none"> <li>● Five feet of soil beneath the foundation were replaced and compacted, and piers for the dugouts were placed. Delays in structural steel and polished concrete block deliveries will postpone completion until spring break 2025.</li> </ul> </li> <li>○ North Campus – N2 Storm Drains             <ul style="list-style-type: none"> <li>● A drainage failure beneath the foundation has been identified and is causing soil erosion during rain events. A long-term solution is being developed to re-route roof drains to the building exterior. This is pending approval by the City of Houston.</li> </ul> </li> <li>○ South Campus – S12 Storm Drains             <ul style="list-style-type: none"> <li>● S12 is experiencing similar issues as N2 with broken underground drainage components. A temporary drainage plan is being implemented to avoid major repairs until full re-routing can be completed.</li> </ul> </li> <li>○ Generation Park – G9 Center for Biotechnology             <ul style="list-style-type: none"> <li>● Final preparations are underway for the grand opening of the Center for Biotechnology. The event is scheduled to take place on Friday, September 26, 2025.</li> </ul> </li> </ul>
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September 23, 2025, Board Building Committee Meeting Minutes – Final after Committee approval at next meeting

<b>VI.</b>	<b>Status of Delegation of Authority</b>	Reviewed the status of the Delegation of Authority Summary
<b>XIV.</b>	<b>Adjournment</b>	M. Cantú-Wilson adjourned the meeting at 4:28 p.m.