



**MEETING OF THE BOARD OF REGENTS
LEE COLLEGE DISTRICT
BUILDING COMMITTEE
May 14, 2025**

The Board of Regents Building Committee of the Lee College District met May 14, 2025, at the President's Conference Room, Rundell Hall, Room 200-G. Gilbert Santana, Committee Chair, called the meeting to order at 3:35 p.m.

PRESENT: Gilbert Santana, Committee Chair; Pam Warford; Mark Hall; Daryl Fontenot
Dr. Lynda Villanueva, President; Annette Ferguson, Chief Operations Officer and Executive Vice President; Jacob Atkin, Chief Financial Officer and Vice President, Finance; Philip Handley, Director, Physical Plant; Mark Jaime, Director, Physical Plant; Jim Campisi, Manager, Shipping & Receiving/Surplus Property; David Mohlman, Coordinator of Board Relations

VIRTUAL: Leslie Gallagher, Chief of Staff and Vice President, Strategic Initiatives; John Ditto, Executive Director, Facilities; Stephen Dorman, Sledge Engineering

INFORMATIONAL REPORT

Resulting from the recent tour of salvage and surplus property storage, procedures developed within existing board policy for management and disposal of surplus property were overviewed by Mr. Atkin. The procedures, to be managed by Mr. Campisi, will facilitate disposal of surplus property in a timely fashion while obtaining as much value as possible, Mr. Atkin said.

Items valued at an estimated \$300 or more will be sold through a competitive process – an online auction, or some other method, Mr. Atkin said. Items valued at less than \$300 will be sold in regularly scheduled public community sales, he said. Yet to be determined are details such as date of first sale, establishment of display of items along with access and security logistics, sales transaction procedures, advertisement methods, and donation/disposal of unsold items.

ITEMS TO PRESENT TO FULL BOARD ON MAY 14

- External DNA Door Locks – Mr. Handley said this project for \$203,359 will complete DNA application to all external doors on the main campus. A previous \$148k project installed others, he said. DNA capability allows locking to be customized for time of day, for selected doors, and for lockdown of all doors in an emergency, Mr. Handley said. Also, he reported similar door security is mostly complete at the McNair campus, and is being negotiated for the Barbers Hill branch campus. Liberty ISD owns the Lee College Education Center-South Liberty County, and so is responsible for door security, active shooter response, etc., he said.
- PAC Stage Lighting – Mr. Handley said this upgrade will replace outdated stage lighting and will re-do mezzanine lighting in the audience seating area. The project includes installation of software upgrades needed to operate the new lighting equipment, he said.
- Gray Science Building – Work to paint walls and to replace ceiling tiles is planned throughout the first and second floor hallways and corridors, Mr. Handley said.

DISCUSSION

- **Buildings Tour Follow Up** – Committee provided brief feedback on the recent tour of the gymnasium, greenhouse, arena, science building and pool.
- **Facilities Master Plan Update** – With PBK’s assessment walks of the campus now complete, data review meetings are planned May 22, May 30, and the first week of June involving PBK, Sledge Engineering and the Lee College facilities team. PBK will meet the week of June 9 with academic leadership regarding campus utilization, and also will meet with students and faculty, Ms. Ferguson said. At this time, the idea is to make sure everyone is in agreement regarding data collected and current campus utilization (“where we are right now”) before PBK proceeds with developing recommendations, she said. Presentation to the Board of Regents of the completed master plan is set for November.
- **Site Utility Survey Update** – Mr. Ditto reported electronic drawings are received, and a final report is awaited. Some water lines are not traceable because they are made of PVC – follow up is planned, he said. Information received has been forwarded to PBK in support of the facilities master plan, Mr. Ditto said.
- **Buildings Included in Next Tour** – Scheduled for the next tour May 29 are the North Central Plant, John Britt Hall and the Advanced Technology Center/Library (ATC).

UPDATES ON CURRENT PROJECTS

At the new cosmetology site, a “major issue” was uncovered – a column corroded by water over the years. Replacement of the column and lintel beam will add an estimated \$137k to the \$3.2 million project. Citing scheduling concerns and the need for adjacent loft apartments to be available for habitation in June, Ms. Ferguson said this work will require an estimated two weeks and needs to move forward. Saying the college is committed to the project, Committee Chair Santana noted this additional expense will exhaust contingency funding for this project, but that the Board of Regents at its next meeting can consider replacing those contingency funds.

For the ADA Phase 2 and Life Safety Project, Mr. Handley confirmed pricing for fire alarm and sprinkler systems is to be added for consideration by the full Board of Regents at a future meeting. Work on exterior building lights for repairs and improved visibility is estimated at \$254k, he said. Of the total budget for this project, \$318k remains, he said.

A spreadsheet was reviewed showing status of \$3.5 million in maintenance projects scheduled for the current fiscal year. By fiscal year end, just over \$1.9 million of the work is expected to be complete, with remaining projects to be rolled over into the new fiscal year, Mr. Handley said. Discussion ensued as to reasons why some projects will not be completed, and the rationale by which work not completed at fiscal year end is tracked/monitored.

MATTERS OF CONCERN FOR FUTURE AGENDAS

None.

Adjournment

Committee Chair Santana declared the meeting adjourned at 4:20 p.m.

Chairman, Board of Regents

Secretary, Board of Regents