



**MEETING OF THE BOARD OF REGENTS
LEE COLLEGE DISTRICT
BUILDING COMMITTEE
August 20, 2025**

The Board of Regents Building Committee of the Lee College District met August 20, 2025, at the President's Conference Room, Rundell Hall, Room 200-G. Daryl Fontenot, Committee Chair, called the meeting to order at 3:35 p.m.

PRESENT: Daryl Fontenot, Committee Chair; Pam Warford; Gilbert Santana

Dr. Lynda Villanueva, President; Jacob Atkin, Chief Financial Officer and Vice President, Finance; Leslie Gallagher, Chief of Staff and Vice President, Strategic Initiatives; John Ditto, Executive Director, Facilities; Philip Handley, Director, Physical Plant; David Mohlman, Coordinator of Board Relations

VIRTUAL: Annette Ferguson, Chief Operations Officer and Executive Vice President; Stephen Dorman, Sledge Engineering

ABSENT: Mark Himself; Mark Jaime, Director, Physical Plant

ITEMS TO PRESENT TO FULL BOARD ON AUGUST 21

None.

DISCUSSION

- **Facilities Master Plan Update** – Mr. Ditto reported facilities leadership is meeting with PBK Architects as the firm works to complete its facilities condition assessment, and to combine that assessment with building utilization information the firm compiled earlier this summer. Ms. Ferguson said a meeting is anticipated in September involving Dr. Villanueva and administrators, then a meeting with the Building Committee, prior to a presentation to the full board.
- **Follow Up, Fire Hydrants on Campus** – A main campus map was presented, indicating in green the location of fire hydrants believed to belong to Lee College and in red the location of fire hydrants believed to belong to the City of Baytown. After fire hydrants belonging to Lee College are confirmed, the plan is to incorporate these hydrants, along with the water lines that supply them, into the college's regular preventive maintenance program, Mr. Ditto said. Brief discussion ensued as to locations or gap areas on the map that appear to lack appropriate access to a fire hydrant.

Mr. Handley said a quote has been requested and is being developed for needed repairs to existing fire hydrants. Discussion ensued as to the need for sufficient valves on college property to isolate water lines and hydrants prior to repair, and the need for cooperation with the City of Baytown as to location/isolation/condition of city valves and city water lines that supply Lee College. Dr. Villanueva indicated she will plan to discuss this with the Baytown City Manager.

- **Properties For Sale-1320 Market St.** – Mr. Ditto said the owner approached Lee College to ask if the college would be interested in buying this property. Ms. Ferguson said the half-acre of land includes a 1,900-square-foot building. The administration sees no particular use of this land for the college, she said. Committee members concurred.
- **Proposed Lease of I-10 Property Acreage** – A contractor preparing a bid for road work asked the college to consider leasing a 10-acre portion of the college’s property at North Main Street and Interstate 10, Ms. Ferguson said. The lease would be for three years at \$700 to \$1,000 per month, to provide a site for operations and staging of equipment. To the administration, the proposal does not seem greatly beneficial, Ms. Ferguson said, but the committee’s level of interest is desired. Agreeing with the administration, committee members briefly discussed alternative circumstances under which it might make sense for the college to consider entering such an agreement.

UPDATES ON CURRENT PROJECTS

- **Life Safety and ADA Phase 2** – Mr. Handley reviewed a spreadsheet reflecting status of these projects. Fire sprinkler systems are being installed, including permits submitted for installation of related water lines. For installation of fire alarms, smoke detectors and strobes, the need for asbestos abatement is expected but the hope is this will be minimal.

Parking lot lighting now is on web-based control, Mr. Handley said. Exterior building lighting is a work in progress, with electrical engineer approval needed. The hope is that DNA door security work will be completed in the next month or so. All miscellaneous ADA repairs are completed. License plate readers are installed at parking lot entrances.

At this time \$585,174 will remain upon completion of all Life Safety and ADA Phase 2 work, Mr. Handley said. However, it was noted that additional expenses may yet be incurred for asbestos abatement, fire sprinkler system contingencies, and perhaps for ADA modifications to additional buildings after the facilities master plan is completed.

- **Cosmetology** – Mr. Handley reported a delay involving electrical power held up the project, and that traffic control needed to be resolved for work, now planned for August 29, to replace the 1½-inch water line to the building with a 2-inch line for improved capacity. September 5 is now the target date for completion. For this semester, the 16-week cosmetology curriculum has been changed to 13 weeks.
- **Furniture** – Mr. Handley said six tractor-trailers will deliver hundreds of new tables and thousands of new chairs this week. The administration is working on plans for sale or disposal of old/surplus furniture, Mr. Atkin said.
- **Current-Year and Next-Year Projects** – Mr. Handley reviewed a spreadsheet of maintenance and repair projects, including a column of nearly \$1.6 million of FY25 projects that have been moved to FY26, and another column listing more than \$1.5 million in FY25 projects that will be completed and closed out by the end of August. Committee Chair Fontenot said work on campus appearance is being noticed. Brief discussion ensued regarding Friends of Lee Mall lighting.

MATTERS OF CONCERN FOR FUTURE AGENDAS

Committee Chair Fontenot asked for continued updates on communications and cooperation with the City of Baytown about fire hydrants and fire water lines.

Adjournment

Committee Chair Fontenot declared the meeting adjourned at 4:18 p.m.

Chairman, Board of Regents

Secretary, Board of Regents