FACILITIES COMMITTEE – MEETING NOTES
SAN MATEO COUNTY EVENT CENTER
2495 South Delaware Street, San Mateo, CA
Monday, October 5, 2026
4:00 PM

Present:	Jim Tucker, Chair	Dana Stoehr
	Amy Buckmaster	Charlene King
		Craig Graber
		Gavin O'Hagan

I. Oral Communications

CEO Stoehr introduced our new Facilities Superintendent, Gavin O'Hagan, to the committee. Gavin provided an update on the current maintenance activities, including the following:

- Staff are evaluating improvements to the lawn areas using durable turf-type fescue. Several seeding methods will be tested to determine the most effective and economical approach.
- Electrical improvements are underway, including the potential installation of programmable RGB LED lighting in some locations, including Expo and Fiesta Halls, and the west gate entrance.
- Asphalt patching and repairs will be completed in-house by staff.
- A 3D printer was purchased and will be used to produce facility signage.
- Staff is preparing for the upcoming rainy season, and preventive measures are being put in place for flood prevention.

II. 2027 Facility and Maintenance Budget Items

CEO Stoehr reviewed the proposed capital purchases and facility improvements for the 2027 budget as outlined below:

- Life safety fire & sprinkler system upgrades for Expo and Fiesta Halls.
- Security cameras in the west parking lot.
- Asphalt repairs.
- Two new metal detection systems.
- Replacement of chairs and carts (2,000 black mesh event chairs and 1,000 black padded event chairs).
- Central Mall grass and landscaping.
- Campus tree planting.

CEO Stoehr asked the Committee to recommend that the proposed capital improvements, totaling $1,095,000, be included in the 2027 budget for presentation to the Board of Directors at its October meeting. The Committee expressed its support and agreed to recommend the proposed projects for inclusion in the 2027 budget.

There being no further business, the meeting was adjourned.

Next Meeting: Tuesday, November 10, 2026 – 4:00 PM