

Facilities Management Newsletter

October 2025

Facilities Management District Office, Prescott Campus, Bldg 20
Office Hours: Monday – Thursday 7:30am – 4:30pm, Friday by appointment
Phone: 928-776-2180 Email: facilities@yc.edu

Fall is here!

Safe Decorating Reminders

We love seeing everyone's seasonal spirit — from pumpkins to papel picado! As you decorate for Halloween, Día de los Muertos, or any fall celebration, please keep these safety tips in mind so everyone can enjoy the season safely:

- **Keep door windows clear** — no paper ghosts, decorations, or anything covering visibility.
- **Don't hang anything from grid ceilings** — tiles and frames can't support extra weight. You definitely don't want THAT surprise!
- **Use only battery-powered or UL-listed lights.** Avoid daisy-chaining cords — circuits have limits, even if the Halloween spirit doesn't!
- **Keep exits, sprinklers, and alarms unobstructed.**
- **Use flameless candles** for altars or displays — they look great and keep everyone safe.

These simple steps help ensure that every festive display — whether spooky, sacred, or seasonal — shines safely.

Communication with Facilities

*"If there's somethin' weird, and it don't look good, who you gon' call?
GHOSTBUST...ers... wait... FACILITIES!!"*

(Sounded catchier when I was singing it in the office.)

This fall, don't let your maintenance requests vanish into thin air! To make sure nothing gets lost in the shadows, all requests for Trades/Construction, Custodial, Electrical, Grounds, or HVAC should come through our main office — either by phone or email.



Why?

- Helps us track requests and respond quickly
- Keeps your spooky surprises (like leaks, flickering lights, or mysterious HVAC noises) from haunting anyone
- Ensures the right crew gets to your request the first time — no ghost-chasing required

Contact Info:

Email: facilities@yc.edu
Phone: 928-776-2180

After-Hours & Emergencies:

If something happens after hours, don't panic — Campus PD is your first stop! They help triage emergencies and communicate with the on-call Facilities staff as needed. Make sure to submit a work request as soon as you're able. This helps keep all the tricky ghouls in containment.

Remember: One portal to rule them all — all other direct calls or emails may vanish like ghosts in the night. Keep us in the loop, and we'll keep the campus safe, cozy, and free of haunted mishaps!

Facilities Updates: Tiny Housing

Verde Campus Progress:

Four tiny homes have been successfully craned into position at Verde Campus — three for housing and one spooky laundry facility. These homes are built in the Verde Campus construction class, giving students hands-on experience in crafting the units. After construction, the homes are wheeled into the parking lot and then craned onto prepared foundations, ready to host residents by the new year. This milestone comes after months of underground utility work, foundation construction, and surface preparation — proving that even ghosts and goblins need a solid foundation!

Chino Campus Progress:

At Chino Campus, the tiny homes are following a similar path, scheduled just a few weeks behind Verde. Four homes are currently ready to be craned onto foundations, with plans for another 20 units in the works. These homes are built at CTEC, then craned onto trailers for transport and finally placed onto prepared foundations at the campus. All 16 RV spots are fully prepared, each with complete hookups, and awaiting one final APS inspection for electrical. Once the Town of Chino approves the work, this will be the final step before the first units and RV spots are ready for residents.



Both campuses are on track for this initial phase to be completed by January 2026, providing functional, innovative housing — no haunted surprises included! Stay tuned as these tiny homes rise from the shadows... and maybe inspire a few “spook-tacular” student projects along the way.

Thanks for reading!