



CAMBRIA COMMUNITY HEALTHCARE DISTRICT
OCTOBER 28, 2022
FACILITY PROJECT AD-HOC COMMITTEE MEETING
MINUTES

A) OPENING:

- 1) The meeting was called to order at 9:59 am.
- 2) The pledge of allegiance was not conducted.
- 3) Board of Directors and committee members Laurie Mileur and Iggy Fedoroff were present via Zoom. Also present were soon to be new Director and committee member John Nilon, as well as Don Sather and Gary Moyer. Present in the District office were Director of Operations/Administrator Tim Benes, Director of Finance Linda Hendy and Office Manager Simone Rathbun.

B) PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Two members of the public were present.

C) CONSENT AGENDA

INTRODUCTIONS – John Nilon introduced himself, followed by everyone in attendance introducing themselves to John.

D) REVIEW ACTION ITEMS FROM THE 10/10/22 MEETING

- 1) Civil Engineer review of Preliminary Site Plan - Gary emailed scope of work to North Coast. Tim will request proposal.
- 2) Fire Chief review -the new Fire Chief will be starting on 12/6/22. There is a question regarding the three standards for fuel storage vaults, and this question will be deferred to new Chief.
- 3) Revised proposal to update cost estimate – Director Mileur reached out to Rob Nash at Vanir and negotiated from \$16,000 down to \$4,200.
- 4) No contracts for site plan review (North Coast) or updating of probable cost of construction estimate (Vanir) will be issued unless the bond is approved.
- 5) Project Manager candidate - Laura McCarty expressed interest and Gary forwarded her resume to the committee.
- 6) The services of outside legal counsel for the design/build contract, Project Manager and Criteria Architect will be needed. It is a priority to procure these services as soon as the bond is approved. The District will need to prepare and issue RFP's.
- 7) John inquired as to the dollar threshold for this, Director Fedoroff stated that this is in the bylaws.
- 8) Financial oversight – Special Districts Financing Administration – the County will collect the funds and then deposit them into a separate account. They would not go into the district operating bank account. Laurie and Linda met with a financial consulting service whose specialty is organizing and reporting, including project development updates and required

financial updates. They suggested adding a page to our website of the progress, to maintain transparency, and to seek out a CPA firm that would do the oversight. Don asked if they specialize in capital bond funding or any special districts that have bonds, and would this be an RFP situation as well. Director Mileur stated that yes, it would be out for bid.

- 9) Solar Contractors – Don had talked to County; they work with Forefront Energy and the County pays them a set fee for their power and he was not able to get any details. He also contacted Solarponics to see what the solar requirements might be and came up with number for solar array which would be quite large, which would mean a lot of panels on the hill. The PG&E project submittal form has been completed and it will be submitted once the bond passes.

Director Fedoroff asked Gary to explain to John what we would expect from him on the board as a gatekeeper for this project. Gary stated the committee will have to have a single point of contact for the District. John would be communicating directly with the project manager.

Gary shared a CCHD pre-award schedule, Gantt chart, and a Vanir schedule which Gary revised. The project manager would be taking over the schedule.

The SDFA is going to provide us with a couple of referrals for RFP and RFQs. Tim stated that the CSDA will also be reaching out with some contact info for this.

E) DECLARATION OF FUTURE AGENDA ITEMS

Post-election roadmap:

- 1) The next meeting will be held on 11/09/2022 at 5:00 pm, to begin pushing things forward.
- 2) Gary to see if he can set us up on MS Project online as a test basis and he will see if it can a tool that we can incorporate.

F) ADJOURNMENT

The meeting was adjourned at 11:05 am.