



**Special Meeting of the CVSWMD's Executive Board  
and Ad Hoc Facility Committee**  
**Wednesday, July 5, 2023**  
**10:00 a.m.**

**Minutes**

1. Call to Order  
Fred Thumm called the AHFC meeting to order at 10:05 AM with a quorum of the committee present.  
Committee Members present via Zoom: Fred Thumm, Lee Cattaneo, Jon Jewett, Shari Cornish, Bill Ahearn.  
Board Members present via Zoom: Bill Powell, Peter Carbee,  
Staff Present via Zoom: General Manager Dan Casey and Assistant General Manager Theron Lay-Sleeper.  
Others present: David Nightingale
2. Agenda Revisions: None
3. Public Comment Period and Announcements: None
4. Minutes: Lee Cattaneo moved to adopt the minutes from the May 30, 2023 meeting. Shari Cornish seconded and the motion passed unanimously.  
At 10:13 Jay Labare joined the meeting.
5. HHW Facility Update  
The project is moving forward with architecture and engineering proposals up for review. Staff are pursuing pushing out the closing date until after permits are secured. A site visit to the new property last week was attended by the grant team from the state and representatives from an architecture and engineering firm. The design and construction timeline will likely be extended due to delays in signing on the design team, but overall project completion remains on track so far.
6. Engineering, Architectural Service Proposal review  
The Committee discussed the proposal for phase one of the project and the consensus among committee members was that the scope needs to be refined to meet the District's needs. Staff has already done some of the project design and permit review work are able to take on some of the tasks listed moving forward. Staff will prepare a marked-up version of the proposal and return it to the firm for discussion and revision. Members of the committee and representatives from the firm will be invited to negotiate on a contract in the coming weeks.
7. Other Old or New Business: None
8. Adjourned at 10:55 by consensus.