



TO: BOARD OF DIRECTORS **BOD Meeting: 10/08/2026**
FROM: Katharine Wylie, Agency Administrator **Item: 5b)**
SUBJECT: AGENCY ADMINISTRATOR REPORT OCTOBER 2026

Seismic Retrofit Update

The project team continues to work with City of Fort Bragg staff on storage tanks, stormwater, water and sewer connections, and backflow prevention. The project does not need a CEQA environmental review. City planners said their review usually takes eight to twelve weeks after an application is complete. This includes engineering and planning reviews, agency referrals, and preparing for a hearing. We hope to have approved plans back to the district for the seismic retrofit project by the end of December.

For NPC-4 (Non-structural performance category), the team sent its first response to state reviewers on June 24. The state sent comments on July 28. Most were about structural design, with a few small requests to clarify the building plans. The team submitted its second package for review on September 28, and we are currently awaiting response from HCAI, the state agency responsible for seismic retrofit project oversight.

For NPC-5, the team is working through comments received from the state on May 22. The team filed for more time and expects to send its response before November 18. Engineers are updating plans based on what they found during a site visit on August 7.

The state also requested more information about the underground fuel tanks. The tank maker, Xerxes, sent calculations on July 28 and is preparing more documents. Xerxes' tank drawings were sent for outside engineering review on September 30. The structural team needs the final tank information to finish its work. The other consultants are due to send their final work to DGL by October 9 to support the next state review.

The SPC 4D (structural performance category) and MTCAP (Materials Testing and Conditions Assessment Program) documents are nearly complete and are being checked by Degenkolb. The team has sent some reports and responses to the state. The updated Geotechnical Report must be approved before the SPC 4D analysis can be sent back. The state's MTCAP review is expected to take about three to four months. Some testing will happen after the City approves the coastal permit and a



general contractor is hired. DGL received updated SPC 4D and MTCAP documents on September 30 and is preparing the next submittal.

The state asked for changes to the Geotechnical Report on April 26, mainly to include the SPC 4D work. SHN is revising the report and waiting for information from the geophysics consultant. The final report from the geologist was expected by October 5. Once the revised report is ready, the team will work with the structural engineers to review it.

As you know, the City also requires easements for water mains it maintains on the hospital property. This work is being handled separately from the permit application. Devenney Civil Engineers have prepared the first map and legal documents and have located much of the existing piping. The team is continuing to check pipe locations and update its utility maps. Civil has not yet provided a completion date for the easement work.

2026/27 Audit

CFO Allen and I have submitted all requested documents and information to DZA for the current audit work underway. The audit work should be completed soon, and I expect to bring the 26/27 audit to the Board for review and approval in December or January.

The Electronic Municipal Market Access (EMMA) website—operated by the Municipal Securities Rulemaking Board (MSRB) and designated by the SEC as the official repository—is a free public database for municipal bond disclosures, including audited financial statements. The website contains basic financial statements released by state and local governments, school districts, public universities, and healthcare districts. The District's current audits are now posted to: <https://emma.msrb.org/>

State Controller's Reporting

In 2010, the State Controller's Office (SCO) created the Government Compensation in California (GCC) website to enhance government transparency and provide a single statewide database that is accessible by anyone at any time.

Government Code (GC) 53891 requires special districts to submit an annual Government Compensation in California (GCC) report to the State Controller's Office (SCO). Pursuant to GC 53891, the GCC report for the previous calendar year is due no later than April 30th. Find information about MCHCD at: <https://gcc.sco.ca.gov/reports/specialdistricts/specialdistricts.aspx>

HCAI Grant Award Notice

The District has received grant award notification for partial reimbursement of design costs for the hospital seismic retrofit project. HCAI determined an award of up to \$983,000 for our seismic-related project, based on the grant proposal I submitted earlier this year. Below is a list of the project milestones, milestone award amounts, and due dates associated with each milestone.

<u>HCAI Project Number</u>	<u>HCAI Project Type / Milestone</u>	<u>estimated / actual cost</u>	<u>award amount</u>	<u>anticipated completion date</u>	<u>actual completion date</u>
SCR-2023-00018, SRU-2023-01301, SRU-2023-04314, SRU-2023-04315, SRU-2023-04316, SRU-2023-04317, SRU-2023-04318, SRU-2023-04319, SRU-2023-04320	NPC 4/5 Evaluations, Compliance Plan, Equip Inventory for 7 bldgs	\$255,770	\$230,000		8/16/2024
SER-2025-00133, SER-2025-00134, SRU-2025-00066, SRU-2025-00067; TBD	MTCAP, SPC 4D evaluation submittal, MTCAP drawings, Construction Administration, and MTCAR Submittal- 2 bldgs (arch/struc)	\$297,800	\$265,000	9/28/2026	
S260264-23-00; S260368-23-00	NPC 4 and 5 CDs, No CA (arch/struc/MEP/Civil) - 5 bldgs, 3 are fire sprinkler only. No CA(arch/struc)	\$536,311	\$485,000		2/23/2026
G260021-23-00	Updated Geotech Report	\$4,000	\$3,000		1/9/2026
Current Grant Request Total:		\$1,093,881	\$983,000		

As always, my priorities are:

- ⇒ Fiscal Responsibility and Transparency for the Board & District Residents
- ⇒ Compliance
- ⇒ Facilities Maintenance and Planning
- ⇒ Community Engagement