



# Fallbrook Regional HEALTH DISTRICT

138 S. Brandon St. • Fallbrook CA 92028 • 760-731-9187

## **BOARD OF DIRECTORS** **MEETING**

WEDNESDAY,  
JANUARY 11, 2023

6:00 PM

AT

**MEETING LOCATIONS:  
ZOOM, TELECONFERENCE AND  
FALLBROOK REGIONAL HEALTH DISTRICT  
ADMINISTRATIVE OFFICE  
138 SOUTH BRANDON ROAD  
FALLBROOK, CA 92028**



**AGENDA**

**Board of Directors Meeting**

January 11, 2023, 6:00 p.m.

Hybrid Meeting at Administrative Office,  
1<sup>st</sup> Floor Community Room, 138 S. Brandon Rd., Fallbrook

In accordance with California Government Code Section 54953 teleconferencing will be used for this meeting. Board members, staff and members of the public will be able to participate by webinar by using the following link:

<https://us02web.zoom.us/j/87605337985?pwd=NUpneE5BeFM4dEIOY0dFcGROSmZJdz09>

Meeting ID: **87605337985**. Participants will need to download the Zoom app on their mobile device. Members of the public will also be able to participate by telephone using the following dial in information: **Dial in #: (310) 372-7549, Passcode 660448.**

**A. CALL MEETING TO ORDER / ROLL CALL / ESTABLISH A QUORUM / PLEDGE OF ALLEGIANCE**

**B. APPROVAL OF THE AGENDA**

**C. PUBLIC COMMENTS - ANNOUNCEMENT**

Members of the public may address the Board regarding any item listed on the Agenda at the time the item is being considered. Members of the public may also speak on any item not listed on the Agenda which falls within the subject matter jurisdiction of the District immediately prior to Board Comments & Items for Subsequent Meetings section below. Members of the public attending in-person need to fill-out a "Request to Speak" card and those attending by webinar need to raise your hand at this time and identify the Agenda item they would like to speak on. The Board has a policy limiting any speaker to not more than five minutes.

**D. GRANTEE PRESENTATION – FOUNDATION FOR SENIOR CARE**

**E. CONSENT ITEMS**

- E1. Minutes of December 7, 2022, Finance Committee Meeting.....
- E2. Minutes of December 14, 2022, Board of Directors Meeting.....
- E3. Consideration of Resolution 458 – Re-Ratifying the State of Emergency and Re-Authorizing Remote Teleconference Meetings.....

**F. REPORTS/POSSIBLE ACTION**

- F1. Finance Committee – Directors Brown and Jeffries.....
- F2. Wellness Center Administrator - Theresa Geracitano.....
- F3. Chief Executive Officer – Rachel Mason.....
- F4. General Counsel – Jeffrey Scott.....

**G. DISCUSSION/POSSIBLE ACTION ITEMS**

- G1. Consideration of Grant Policy Fiscal Year 2023/2024 – Rachel Mason.....
- G2. Discussion of Wellness Center Development Budget - Directors.....
- G3. Update LAIF Access Authorization – Rachel Mason.....
- G4. Update CALTRUST Access Authorization – Rachel Mason.....
- G5. Update Pacific Western Access Authorization – Rachel Mason.....
- G6. LAFCO Call for Nominations - Directors.....

**H. COMMENTS BY MEMBERS OF THE PUBLIC ON ITEMS NOT ON THE AGENDA**

**I. BOARD MEMBER COMMENTS & ITEMS FOR SUBSEQUENT MEETINGS**

11. Other Director/Staff discussion items

11a. Item(s) for future board agendas

11b. Announcements of upcoming events:

- See the District website event calendar at

<https://www.fallbrookhealth.org/community-health-wellness-center>

**\*All meetings are Hybrid unless otherwise noted**

**Facilities Committee** – 3<sup>rd</sup> Wednesday, January 18, 2023, at 2:00pm.

**Strategic Planning Committee** - 3<sup>rd</sup> Wednesday, January 18, 2023, at 5:30pm.

**Board Training & Strategic Planning Workshop** – Saturday, January 21, 2023,  
from 10:00am to 2:00pm

**Governmental and Public Engagement Committee** – 4<sup>th</sup> Wednesday, January  
25, 2023, at 5:30pm

**Finance Committee** - 1<sup>st</sup> Wednesday, February 1, 2023, at 4:30pm

12. **Next Board of Directors Meeting** – 2<sup>nd</sup> Wednesday, **February 8, 2023**, 6:00pm

**J. ADJOURNMENT**

**NOTE:** I certify that on Friday, January 6, 2022 I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Fallbrook Regional Health District, said time being at least 72 hours in advance of the meeting. The American with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of District business. If you need assistance to participate in this meeting, please contact the District office 24 hours prior to the meeting at 760-731-9187.

Board Secretary/Clerk

**GRANTEE PRESENTATION  
FOUNDATION FOR SENIOR CARE**



**MINUTES  
FINANCE COMMITTEE  
Wednesday, December 7, 2022, at 4:30 P.M.**

**Virtual and In-Person at Administrative Office, 1<sup>st</sup> Floor Community Room, 138 S. Brandon Rd., Fallbrook**

In accordance with California Government Code Section 54953 teleconferencing was used for this meeting. Board members, staff and members of the public were able to participate by webinar and members of the public were also able to participate by telephone.

1. Call to Order/Roll Call

Committee Chair Jennifer Jeffries called the meeting to order at 4:30pm

In attendance: Committee Members Jennifer Jeffries and Barbara Mroz. CEO Rachel Mason, Executive Assistant Raquel Williams, Administrative Officer Judith Oswald, Wellness Center Administrator Theresa Geracitano, Accountant Susan Woodward, and members of the public.

2. Public Comments - Announcement

None

3. Review of Financial Statements for **October 2022**

Report 1 – Balance Sheet Comparison of **October 2022**

Report 2 – Income Statement for the Month Ended **October 2022 & Fiscal Year to Date**

Report 3 – Profit & Loss Actual vs YTD Budget – **October 2022**

Report 4 – Approved Annual Budget **July 2022 – June 2023**

Report 5 – Local Agency Investment Fund (LAIF) Statement – **October 2022**

Report 6 – CalTrust Statement – **October 2022**

FRHD Compliance Report

Report 7 – Property Tax Revenue – **July 2022 – October 2022**

Report 8 – Check Detail Report as of **October 2022**

Report 9 – VISA Credit Card Statement – **October 2022**

Report 10 – Community Investment Fund Report as of **October 2022**

Committee Chair Jeffries reviewed the above October 2022 financial reports.

*Disclosures:* The investments of the District are in compliance with the District's 2022-23 Investment Policy. The balances in the district's investment accounts give the District the ability to meet its expenditure requirements for the next eighteen (18) months.

4. Discussion Items

a. Transfer of funds from the LAIF (Community Investment Fund) account to the Operating account

**Recommendation:** That the board approve the transfer of \$90,000 from the LAIF (Community Investment Fund) account to reimburse the Operating account to for \$89,597.13 in funds used for the Community Health & Wellness Center

b. Reissue of Umpqua Bank Credit Card from Linda Bannerman to Judith Oswald

Committee agrees to reissue Umpqua Bank Credit Card from Linda Bannerman to Judith Oswald

c. Recommend change to CalTrust and LAIF accounts to include Judith Oswald for access of statements.

Committee agrees to change to CalTrust and LAIF accounts to include Judith Oswald for access of statements

d. QuickBooks Upgrade

CEO Rachel Mason and Accountant Susan Woodward provided information on migrating to QuickBooks Online, the approximate cost and the need for the change due to obsolescence of QuickBooks Desktop.

5. Board Member Comments and Future Agenda Items  
None

6. Adjournment

There being no further business, the meeting was adjourned at 4:53 p.m.

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Jennifer Jeffries, Committee Chair

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Board Secretary/Clerk

DRAFT

# Fallbrook Regional HEALTH DISTRICT

## MINUTES REGULAR BOARD MEETING Wednesday, December 14, 2022, 6:00 p.m. Virtual and In-Person Meeting at Administrative Office 1<sup>st</sup> Floor Community Room, 138 S. Brandon Rd., Fallbrook

In accordance with California Government Code Section 54953 teleconferencing was used for this meeting. Board members, staff and members of the public were able to participate by webinar and members of the public were also able to participate by telephone.

**A. CALL MEETING TO ORDER / ROLL CALL / ESTABLISH A QUORUM / PLEDGE OF ALLEGIANCE**

Director Mroz called the meeting to order at 6:00 pm and led the Pledge of Allegiance. In attendance: Directors Barbara Mroz, Bill Leach, Jennifer Jeffries, and Director-elect Terry Brown. CEO Rachel Mason, Accountant Susan Woodward, Legal Counsel Jeffrey Scott. Staff members and associates: Judith Oswald, Theresa Geracitano, Bianca Heyming, Patty Taylor, and Tracy Rosalee. Tomedes translator, members of the public, and candidate for Zone 2 seat Mike Stanicek.

**B. OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED DIRECTOR TERRY BROWN– Counsel Scott**

Legal Counsel Jeff Scott administered oath of office to newly elected Director Terry Brown

**C. ANNUAL ORGANIZATIONAL MEETING**

**C1. Nomination and Election of Officers of the Board**

- Counsel Scott conducted the election of officers Counsel Jeff Scott provided overview of process and opened the nomination process

Director Barbara Mroz nominated Director Bill Leach for Board Chair; no further nominations were put forth. Counsel Jeff Scott closed nominations

**Action:** It was moved by Director Terry Brown seconded by Director Barbara Mroz to elect Director Bill Leach as Board Chair.

**Motion carried** by the following roll call vote (4-0)

Director Mroz .....	Aye
Director Jeffries .....	Aye
Director Leach .....	Aye
Director Brown .....	Aye

Director Bill Leach nominated Director Barbara Mroz for Board Vice-Chair; no further nominations were put forth. Counsel Jeff Scott closed nominations

**Action:** It was moved by Director Terry Brown seconded by Director Bill Leach to elect Director Barbara Mroz as Board Vice-Chair.

**Motion carried** by the following roll call vote (4-0)

Director Mroz .....	Aye
Director Jeffries.....	Aye
Director Leach .....	Aye
Director Brown .....	Aye

Director Bill Leach nominated Director Jennifer Jeffries for Board Secretary; no further nominations were put forth. Counsel Jeff Scott closed nominations

**Action:** It was moved by Director Terry Brown seconded by Director Barbara Mroz to elect Director Jennifer Jeffries as Board Secretary.

**Motion carried** by the following roll call vote (4-0)

Director Mroz .....	Aye
Director Jeffries.....	Aye
Director Leach .....	Aye
Director Brown .....	Aye

C2. Appointment of the Treasurer (Chair)  
Legal Counsel Jeff Scott indicated newly elected Chair Bill Leach shall appoint the Treasurer. Director Bill Leach stated he will take some time to appoint Treasurer and committee assignments.

C3. Committee Assignment(s)  
Finance Committee  
Facilities Committee  
Strategic Planning Committee  
Gov't and Public Engagement Committee  
Director Leach stated he will take time to provide committee assignments

**D. APPROVAL OF THE AGENDA**

**Action:** It was moved by Director Jennifer Jeffries seconded by Director Barbara Mroz to approve the agenda as presented.

**Motion carried** by the following roll call vote (4-0)

Director Mroz.....	Aye
Director Jeffries .....	Aye
Director Leach .....	Aye
Director Brown.....	Aye

**E. PUBLIC COMMENTS - ANNOUNCEMENT**

Leticia Maldonado-Stamos, long-term resident of Fallbrook, made public comment regarding Zone 2 candidate Mike Stanicek as it pertains to the representation of the Latino constituents that represent the minority-majority in this Zone. She thanked Mr. Stanicek for his desire to serve on the board.

**F. DISCUSSION/POSSIBLE ACTION ITEMS**

Consideration of Appointment of a New Board Member to Zone 2

- Introductory comments from the Board Chair and interviews of the Applicants by the Board



Candidate Mike Stanicek was introduced as a returning candidate. Mr. Stanicek addressed the public comments concerns and was open to answering any further questions from the Board. Chair Bill Leach invited each Director to provide further questions or comments, each director commented on candidate.

- Board nominations and potential appointment of new Director  
**Action:** It was moved by Director Jennifer Jeffries seconded by Director Terry Brown to appoint Mike Stanicek to the open position on the Board for Zone 2  
**Motion carried** by the following roll call vote (4-0)  
 Director Mroz ..... Aye  
 Director Jeffries ..... Aye  
 Director Leach ..... Aye  
 Director Brown ..... Aye
  
- Consideration of Resolution 455 Appointing New Director to Serve as the Representative from Zone 2 on the Board of Directors until the next District General Election in November 2024  
**Action:** It was moved by Director Bill Leach seconded by Director Barbara Mroz to approve Resolution 455 Appointing New Director to Serve as the Representative from Zone 2 on the Board of Directors until the next District General Election in November 2024  
**Motion carried** by the following roll call vote (4-0)  
 Director Mroz ..... Aye  
 Director Jeffries ..... Aye  
 Director Leach ..... Aye  
 Director Brown ..... Aye
  
- Administer Oath of Office to new Director  
 Legal Counsel Jeff Scott administered oath of office to newly appointed Director Mike Stanicek

**G. CONSENT ITEMS**

- G1. Approval of September 2022, Financial Statements
  - G2. Minutes of November 2, 2022, Finance Committee Meeting
  - G3. Minutes of November 9, 2022, Regular Board Meeting
  - G4. Minutes of November 30, 2022, Special Board Meeting/Public Forum
  - G5. Consideration of Resolution 457 – Re-Ratifying the State of Emergency and Re-Authorizing Remote Teleconference Meetings
  - G6. Consideration of Resolution 456 – Reissuance of Umpqua Bank Credit Card from Linda Bannerman to Judith Oswald
- No member of the Board asked to pull a consent item for further discussion.
- Action:** It was moved by Director Jennifer Jeffries seconded by Director Barbara Mroz to approve the Consent Items as presented.  
**Motion carried** by the following roll call vote (5-0)  
 Director Mroz ..... Aye  
 Director Jeffries ..... Aye  
 Director Leach ..... Aye  
 Director Brown ..... Aye  
 Director Stanicek ..... Aye

**H. REPORTS/POSSIBLE ACTION**

- H1. Finance Committee – Directors Jeffries and Mroz  
 Committee Chair Jeffries reviewed the Financials for October.

*Disclosures:* The investments of the District are in compliance with the District's 2022-23 Investment Policy. The balances in the District's investment accounts give the District the ability to meet its expenditure requirements for the next eighteen (18) months.

*Recommendation:* That the board approved the transfer of \$90,000 from the Community Investment Fund account to the Operating account to cover expenses of \$89,597.13.

**Action:** It was moved by Director Barbara Mroz seconded by Director Jennifer Jeffries for the board to approve the transfer of \$90,000 from the Community Investment Fund account to the Operating account to cover expenses of \$89,597.13

**Motion carried** by the following roll call vote (5-0)

Director Mroz .....	Aye
Director Jeffries .....	Aye
Director Leach .....	Aye
Director Brown .....	Aye
Director Stanicek .....	Aye

H2. Wellness Center Administrator – Theresa Geracitano  
Wellness Center Administrator, Theresa Geracitano, provided summary of data collected at the Community Health & Wellness Center, shared information on the usage of the facility and groups hosting events there. For the upcoming year, we will continue with health screenings and rebranding a 'Wellness Wednesday'. CEO Mason stated the programming is following the community needs assessment provided by consulting firm Catalyst that pinpointed the communities' health needs. Wellness Center Administrator shared social media and email marketing campaign data.

H3. Chief Executive Officer – Rachel Mason  
CEO Rachel Mason provided COVID updates. Taylor Design has provided overall project estimates that will be reviewed in the January Board workshop. The Community Resource Navigator was posted and we had a great response to the posting. Updated the Board on the change to the new portal that is tied to Streamline, our website host.. Discussed the agenda and date for the January 21 Board Workshop.

H4. General Counsel – Jeffrey Scott  
Legal Counsel Jeff Scott indicated that the Legislation is not in session and therefore there are no updated to provide.

**I. COMMENTS BY MEMBERS OF THE PUBLIC ON ITEMS NOT ON THE AGENDA**

None

**J. BOARD MEMBER COMMENTS & ITEMS FOR SUBSEQUENT MEETINGS**

J1. Other Director/Staff discussion items

J1a. Item(s) for future board agendas

J1b. Announcements of upcoming events:

- See the District website event calendar at <https://www.fallbrookhealth.org/community-health-wellness-center>
- **Administrative Office Closed December 19**, for Staff Development.
- **Christmas Holidays- Office Closed Friday, December 23 & Monday, December 26, 2022**
- **New Year's Holiday – Office Closed Monday, January 2, 2023**

J2. **Next Regular Board meeting – 2<sup>nd</sup> Wednesday, January 11, 2023, 6:00pm, Virtual and**

In-Person Meeting at Administrative Office, 1st Floor Community Room, 138 S. Brandon Rd., Fallbrook

**L. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:09 p.m.

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Bill Leach, Board Chair

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Board Secretary/Clerk

DRAFT

**RESOLUTION NO. 458**

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
FALLBROOK REGIONAL HEALTH DISTRICT RE-RATIFYING  
THE STATE OF EMERGENCY AND RE-AUTHORIZING  
REMOTE TELECONFERENCE MEETINGS**

WHEREAS, Fallbrook Regional Health District (“District”) is committed to preserving and fostering access and participation in meetings of its Board of Directors; and

WHEREAS, Government Code section 54953(e) makes provisions for remote teleconferencing participation in meetings by members of a legislative body without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain emergency conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote vaccines, masking, and social distancing, and that meeting in person at the hospital would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted Resolution No. 437 on October 13, 2021, finding that the requisite conditions exist for the Board of Directors of the District to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in Government Code section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District and vaccine compliance, masking, and social distancing measures are required to be followed for the continued health and safety of the staff, Board, and public; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the District shall conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by Government Code section 54953(e), and that such meetings shall comply with the requirements to provide the public with access to the meetings as prescribed in Government Code section 54953(e);

THEREFORE, BE IT RESOLVED by the Fallbrook Regional Health District Board of Directors as follows:

Section 1: Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2: Affirmation that a Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District.

Section 3: Re-Ratification of the Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor's Proclamation of a State of Emergency.

Section 4. Remote Teleconference Meetings. The District's Chief Executive Officer is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this resolution, including conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Ralph M. Brown Act.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Fallbrook Regional Health District held on January 11, 2023, by the following roll call vote:

AYES: Directors \_\_\_\_\_  
NOES: Directors \_\_\_\_\_  
ABSTAIN: Directors \_\_\_\_\_  
ABSENT: Directors \_\_\_\_\_

\_\_\_\_\_  
Chair  
Board of Directors

ATTEST:

\_\_\_\_\_  
Secretary  
Board of Directors

**Fallbrook Regional Health District**  
**REPORT 1 - BALANCE SHEET COMPARISON**  
Comparison of Nov 2022 to Oct 2022

	Nov 30, 22	Oct 31, 22	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
102.3 - Cash in Bank - Pacific Western	618,500.36	614,371.91	4,128.45
102.6 - Cash in Bank - LAIF	1,667,359.73	1,667,359.73	0.00
102.9 - Cash in Bank - CalTRUST	5,558,885.25	5,514,122.06	44,763.19
102.10 - Petty Cash	418.84	418.84	0.00
<b>Total Checking/Savings</b>	<b>7,845,164.18</b>	<b>7,796,272.54</b>	<b>48,891.64</b>
<b>Other Current Assets</b>			
104 - Prepaid Insurance	17,848.13	20,397.85	-2,549.72
107 - Tax Apportionment Receivable	748,316.37	101,462.22	646,854.15
110 - Reimbursement Rec'ble - CIF	-369.42	-369.42	0.00
<b>Total Other Current Assets</b>	<b>765,795.08</b>	<b>121,490.65</b>	<b>644,304.43</b>
<b>Total Current Assets</b>	<b>8,610,959.26</b>	<b>7,917,763.19</b>	<b>693,196.07</b>
<b>Fixed Assets</b>			
121 - Equipment	79,034.49	79,034.49	0.00
121.2 - Equipment Depreciation	-50,526.25	-49,756.00	-770.25
<b>122.0 - Assets</b>			
122.01 - S. Brandon Road	161,578.00	161,578.00	0.00
122.011 - S. Brandon Road Improvements	223,424.76	223,424.76	0.00
122.012 - S. Brandon Road Land	129,662.00	129,662.00	0.00
122.02 - E. Mission Road	1,441,539.86	1,441,539.86	0.00
122.021 - E. Mission Road Improvements	467,486.37	450,806.49	16,679.88
122.022 - E. Mission Road Land	360,629.00	360,629.00	0.00
122.04 - Accum Depr - All Buildings	-215,114.50	-210,741.00	-4,373.50
<b>Total 122.0 - Assets</b>	<b>2,569,205.49</b>	<b>2,556,899.11</b>	<b>12,306.38</b>
<b>Total Fixed Assets</b>	<b>2,597,713.73</b>	<b>2,586,177.60</b>	<b>11,536.13</b>
<b>Other Assets</b>			
130 - Note Receivable - East Alvarado	466,235.37	466,790.41	-555.04
<b>Total Other Assets</b>	<b>466,235.37</b>	<b>466,790.41</b>	<b>-555.04</b>
<b>TOTAL ASSETS</b>	<b>11,674,908.36</b>	<b>10,970,731.20</b>	<b>704,177.16</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
140 - Accounts Payable	36,175.75	12,368.41	23,807.34
<b>Total Accounts Payable</b>	<b>36,175.75</b>	<b>12,368.41</b>	<b>23,807.34</b>
<b>Other Current Liabilities</b>			
203 - Accrued Payroll	18,451.54	17,673.93	777.61
204 - Accrued Vacation & Sick Leave	35,930.38	35,930.38	0.00
211 - Payroll Taxes Payable	7,058.42	6,544.27	514.15
213 - Simple Plan Payable	3,060.89	3,060.92	-0.03
220 - Refundable Deposit Payable	200.00	0.00	200.00
<b>Total Other Current Liabilities</b>	<b>64,701.23</b>	<b>63,209.50</b>	<b>1,491.73</b>
<b>Total Current Liabilities</b>	<b>100,876.98</b>	<b>75,577.91</b>	<b>25,299.07</b>
<b>Total Liabilities</b>	<b>100,876.98</b>	<b>75,577.91</b>	<b>25,299.07</b>

**Fallbrook Regional Health District**  
**REPORT 1 - BALANCE SHEET COMPARISON**  
 Comparison of Nov 2022 to Oct 2022

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	<u>Nov 30, 22</u>	<u>Oct 31, 22</u>	<u>\$ Change</u>
Equity			
302.2 · Community Investment Funds	8,912,578.12	8,912,578.12	0.00
300 · Unrestricted Operations Fund	2,485,148.17	2,485,148.17	0.00
Net Income	176,305.09	-502,573.00	678,878.09
<b>Total Equity</b>	<u>11,574,031.38</u>	<u>10,895,153.29</u>	<u>678,878.09</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>11,674,908.36</u>	<u>10,970,731.20</u>	<u>704,177.16</u>

**Fallbrook Regional Health District  
REPORT 2 - INCOME STATEMENT**

For the Month Ended November 2022 & Fiscal Year to Date

	Nov 22	Jul - Nov 22
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
400 · District Income		
402 · Property Tax Revenue	748,316.37	940,184.62
403 · Interest / Dividends	10,442.93	50,906.47
<b>Total 400 · District Income</b>	<b>758,759.30</b>	<b>991,091.09</b>
<b>Total Income</b>	<b>758,759.30</b>	<b>991,091.09</b>
<b>Expense</b>		
500 · Administrative Expenses		
500.01 · Communications	814.98	3,498.74
500.02 · IT Services	400.00	2,060.00
500.03 · Refreshments	37.18	258.70
500.04 · Office Expenses	1,238.32	6,256.50
500.05 · Utilities	813.51	5,848.43
500.06 · Independent Contract Services	0.00	6,693.75
500.07 · Maintenance Services & Repairs	3,103.11	30,585.38
500.08 · Vehicle Expenses	20.00	492.10
500.10 · Salaries	34,209.21	172,926.27
500.12 · Payroll Taxes	2,752.41	16,766.44
500.14 · W/C Insurance	230.33	1,039.15
500.15 · Employee Health & Welfare	2,563.28	12,800.04
500.16 · Board Stipends	1,212.75	7,512.75
500.17 · Education & Conferences	1,349.03	15,652.06
500.18 · Dues & Subscriptions	925.21	13,681.62
500.19 · Insurance - General	1,712.87	8,564.35
500.20 · Independent Accounting Services	1,500.00	7,500.00
500.21 · Annual Independent Audit	0.00	5,000.00
500.22 · Medical Records Store & Service	2,690.35	13,063.69
500.23 · General Counsel	2,800.00	11,865.00
500.29 · Dist Promotions & Publications	1,090.00	3,505.48
500.30 · Simple IRA Expense	838.06	3,286.21
500.33 · Copier Lease	902.85	4,505.25
500.36 · Accrued Vacation & Sick Leave	0.00	3,028.48
500.40 · Office Equipment	0.00	1,727.41
<b>Total 500 · Administrative Expenses</b>	<b>61,203.45</b>	<b>358,117.80</b>
570 · Comm. Health & Wellness Center		
570.32 · Vehicle Expenses	43.13	265.12
570.01 · Communications	435.91	1,974.55
570.04 · Office Expenses	1,005.47	3,405.97
570.05 · Utilities	1,512.90	5,946.25
570.07 · Maintenance Services & Repairs	7,842.00	25,598.61
570.10 · Salaries	13,431.13	57,289.79
570.12 · Payroll Taxes	1,033.75	4,426.54
570.15 · Employee Health & Welfare	2,323.13	13,196.90
570.18 · Dues & Subscriptions	344.00	516.00
570.19 · Insurance - General	606.52	3,032.60
570.29 · Dist Promotions & Publications	276.89	3,784.84
570.30 · Simple IRA Expense	283.91	1,232.05
570.40 · Office Equipment	0.00	1,315.79
<b>Total 570 · Comm. Health &amp; Wellness Center</b>	<b>29,138.74</b>	<b>121,985.01</b>



**Fallbrook Regional Health District  
REPORT 2 - INCOME STATEMENT**

For the Month Ended November 2022 & Fiscal Year to Date

	Nov 22	Jul - Nov 22
<b>600 - Community Health Contracts</b>		
600.02 - Boys & Girls Clubs of North Cty	0.00	35,312.00
600.04 - D'Vine Path	0.00	23,574.00
600.05 - Fallbrook Food Pantry	0.00	75,200.00
600.07 - Fallbrook Senior Citizens Serv	0.00	20,339.56
600.10 - Foundation for Senior Care	0.00	61,002.42
600.11 - Hospice of the Valleys	0.00	8,922.22
600.12 - Michelle's Place Cancer Res Ctr	0.00	23,703.00
600.14 - Palomar Family Counseling Svc	0.00	30,000.00
600.51 - NC Fire JPA (EMSO)	20,660.49	39,702.57
600.52 - NC Fire JPA (Public Comms)	0.00	8,479.67
	20,660.49	326,235.44
<b>800 - District Direct Care Services</b>		
800.01 - Health Services and Clinics	0.00	3,671.05
	0.00	3,671.05
<b>Total 800 - District Direct Care Services</b>		
	0.00	3,671.05
<b>Total Expense</b>	111,002.68	810,009.30
<b>Net Ordinary Income</b>	647,756.62	181,081.79
<b>Other Income/Expense</b>		
<b>Other Income</b>		
406 - Unearned Gain/Loss - CalTRUST	34,320.26	-85,432.94
810 - Interest Income - Alvarado Str.	1,944.96	9,747.74
	36,265.22	-75,685.20
<b>Other Expense</b>		
825 - Depreciation		
500.27 - Depreciation - Brandon Rd.	1,408.45	7,042.25
570.27 - Depreciation - Mission Rd.	3,735.30	18,676.50
	5,143.75	25,718.75
835 - FRHD Foundation		
580 - FRHD Foundation Support		
580.17 - Education & Conferences	0.00	176.71
	0.00	176.71
<b>Total 580 - FRHD Foundation Support</b>		
	0.00	176.71
<b>Total 835 - FRHD Foundation</b>		
	0.00	176.71
900 - Community Investment Fund Reimb	0.00	-96,803.96
	5,143.75	-70,908.50
<b>Total Other Expense</b>		
	5,143.75	-70,908.50
<b>Net Other Income</b>	31,121.47	-4,776.70
<b>Net Income</b>	678,878.09	176,305.09

**Fallbrook Regional Health District**  
**REPORT 3 - PROFIT & LOSS ACTUAL vs. YTD BUDGET**  
 July through November 2022

	Jul - Nov 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
400 · District Income				
402 · Property Tax Revenue	940,184.62	839,694.54	100,490.08	112.0%
403 · Interest / Dividends	50,906.47	8,440.72	42,465.75	603.1%
<b>Total 400 · District Income</b>	<b>991,091.09</b>	<b>848,135.26</b>	<b>142,955.83</b>	<b>116.9%</b>
460 · Lease Income				
570.00 · Wellness Center Income	0.00	500.00	(500.00)	0.0%
<b>Total 460 · Lease Income</b>	<b>0.00</b>	<b>500.00</b>	<b>(500.00)</b>	<b>0.0%</b>
<b>Total Income</b>	<b>991,091.09</b>	<b>848,635.26</b>	<b>142,455.83</b>	<b>116.8%</b>
<b>Expense</b>				
500 · Administrative Expenses				
500.01 · Communications	3,498.74	4,065.00	(566.26)	86.1%
500.02 · IT Services	2,060.00	1,425.00	635.00	144.6%
500.03 · Refreshments	258.70	200.00	58.70	129.4%
500.04 · Office Expenses	6,256.50	4,750.00	1,506.50	131.7%
500.05 · Utilities	5,848.43	6,769.60	(921.17)	86.4%
500.06 · Independent Contract Services	6,693.75	7,085.00	(391.25)	94.5%
500.07 · Maintenance Services & Repairs	30,585.38	7,100.00	23,485.38	430.8%
500.08 · Vehicle Expenses	492.10	305.00	187.10	161.3%
500.10 · Salaries	172,926.27	138,104.20	34,822.07	125.2%
500.12 · Payroll Taxes	16,766.44	11,048.35	5,718.09	151.8%
500.14 · W/C Insurance	1,039.15	1,050.00	(10.85)	99.0%
500.15 · Employee Health & Welfare	12,800.04	18,133.50	(5,333.46)	70.6%
500.16 · Board Stipends	7,512.75	7,875.00	(362.25)	95.4%
500.17 · Education & Conferences	15,652.06	4,800.00	10,852.06	326.1%
500.18 · Dues & Subscriptions	13,681.62	22,575.00	(8,893.38)	60.6%
500.19 · Insurance - General	8,564.35	11,190.40	(2,626.05)	76.5%
500.20 · Independent Accounting Services	7,500.00	7,000.00	500.00	107.1%
500.21 · Annual Independent Audit	5,000.00	12,000.00	(7,000.00)	41.7%
500.22 · Medical Records Store & Service	13,063.69	11,090.05	1,973.64	117.8%
500.23 · General Counsel	11,865.00	13,965.00	(2,100.00)	85.0%
500.29 · Dist Promotions & Publications	3,505.48	5,625.00	(2,119.52)	62.3%
500.30 · Simple IRA Expense	3,286.21	4,143.15	(856.94)	79.3%
500.33 · Copier Lease	4,505.25	4,231.70	273.55	106.5%
500.36 · Accrued Vacation & Sick Leave	3,028.48	0.00	3,028.48	100.0%
500.40 · Office Equipment	1,727.41	3,600.00	(1,872.59)	48.0%
<b>Total 500 · Administrative Expenses</b>	<b>358,117.80</b>	<b>308,130.95</b>	<b>49,986.85</b>	<b>116.2%</b>
570 · Comm. Health & Wellness Center				
570.32 · Vehicle Expenses	265.12	0.00	265.12	100.0%
570.01 · Communications	1,974.55	1,100.00	874.55	179.5%
570.02 · IT Services	0.00	550.00	(550.00)	0.0%
570.04 · Office Expenses	3,405.97	2,500.00	905.97	136.2%
570.05 · Utilities	5,946.25	6,808.98	(862.73)	87.3%
570.06 · Independent Contract Services	0.00	577.50	(577.50)	0.0%
570.07 · Maintenance Services & Repairs	25,598.61	10,175.00	15,423.61	251.6%
570.10 · Salaries	57,289.79	64,011.00	(6,721.21)	89.5%
570.12 · Payroll Taxes	4,426.54	5,120.90	(694.36)	86.4%
570.15 · Employee Health & Welfare	13,196.90	14,239.10	(1,042.20)	92.7%
570.18 · Dues & Subscriptions	516.00	0.00	516.00	100.0%
570.19 · Insurance - General	3,032.60	3,750.00	(717.40)	80.9%
570.23 · General Counsel	0.00	10,000.00	(10,000.00)	0.0%
570.29 · Dist Promotions & Publications	3,784.84	9,633.35	(5,848.51)	39.3%
570.30 · Simple IRA Expense	1,232.05	1,944.10	(712.05)	63.4%
570.33 · Copier Lease	0.00	4,231.70	(4,231.70)	0.0%
570.40 · Office Equipment	1,315.79	4,000.00	(2,684.21)	32.9%
<b>Total 570 · Comm. Health &amp; Wellness Center</b>	<b>121,985.01</b>	<b>138,641.63</b>	<b>(16,656.62)</b>	<b>88.0%</b>

**Fallbrook Regional Health District**  
**REPORT 3 - PROFIT & LOSS ACTUAL vs. YTD BUDGET**  
 July through November 2022

	Jul - Nov 22	Budget	\$ Over Budget	% of Budget
<b>600 - Community Health Contracts</b>				
600.02 · Boys & Girls Clubs of North Cty	35,312.00	25,156.00	10,156.00	140.4%
600.04 · D'Vine Path	23,574.00	11,787.00	11,787.00	200.0%
600.05 · Fallbrook Food Pantry	75,200.00	37,600.00	37,600.00	200.0%
600.07 · Fallbrook Senior Citizens Serv	20,339.56	10,169.78	10,169.78	200.0%
600.10 · Foundation for Senior Care	61,002.42	30,501.21	30,501.21	200.0%
600.11 · Hospice of the Valleys	8,922.22	4,461.11	4,461.11	200.0%
600.12 · Michelle's Place Cancer Res Ctr	23,703.00	11,851.50	11,851.50	200.0%
600.14 · Palomar Family Counseling Svc	30,000.00	15,000.00	15,000.00	200.0%
600.50 · NC Fire JPA (Ambulance)	0.00	105,000.00	(105,000.00)	0.0%
600.51 · NC Fire JPA (EMSO)	39,702.57	20,000.00	19,702.57	198.5%
600.52 · NC Fire JPA (Public Comms)	8,479.67	7,500.00	979.67	113.1%
<b>Total 600 · Community Health Contracts</b>	<b>326,235.44</b>	<b>279,026.60</b>	<b>47,208.84</b>	<b>116.9%</b>
<b>800 - District Direct Care Services</b>				
800.01 · Health Services and Clinics	3,671.05	89,583.35	(85,912.30)	4.1%
<b>Total 800 · District Direct Care Services</b>	<b>3,671.05</b>	<b>89,583.35</b>	<b>(85,912.30)</b>	<b>4.1%</b>
<b>Total Expense</b>	<b>810,009.30</b>	<b>815,382.53</b>	<b>(5,373.23)</b>	<b>99.3%</b>
<b>Net Ordinary Income</b>	<b>181,081.79</b>	<b>33,252.73</b>	<b>147,829.06</b>	<b>544.6%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
406 · Unearned Gain/Loss - CalTRUST	(85,432.94)	0.00	(85,432.94)	100.0%
810 · Interest Income - Alvarado Str.	9,747.74	0.00	9,747.74	100.0%
<b>Total Other Income</b>	<b>(75,685.20)</b>	<b>0.00</b>	<b>(75,685.20)</b>	<b>100.0%</b>
<b>Other Expense</b>				
825 · Depreciation				
500.27 · Depreciation - Brandon Rd.	7,042.25	0.00	7,042.25	100.0%
570.27 · Depreciation - Mission Rd.	18,676.50	0.00	18,676.50	100.0%
<b>Total 825 · Depreciation</b>	<b>25,718.75</b>	<b>0.00</b>	<b>25,718.75</b>	<b>100.0%</b>
835 · FRHD Foundation				
580 · FRHD Foundation Support				
580.17 · Education & Conferences	176.71	0.00	176.71	100.0%
<b>Total 580 · FRHD Foundation Support</b>	<b>176.71</b>	<b>0.00</b>	<b>176.71</b>	<b>100.0%</b>
<b>Total 835 · FRHD Foundation</b>	<b>176.71</b>	<b>0.00</b>	<b>176.71</b>	<b>100.0%</b>
900 · Community Investment Fund Reimb	(96,803.96)	0.00	(96,803.96)	100.0%
<b>Total Other Expense</b>	<b>(70,908.50)</b>	<b>0.00</b>	<b>(70,908.50)</b>	<b>100.0%</b>
<b>Net Other Income</b>	<b>(4,776.70)</b>	<b>0.00</b>	<b>(4,776.70)</b>	<b>100.0%</b>
<b>Net Income</b>	<b>176,305.09</b>	<b>33,252.73</b>	<b>143,052.36</b>	<b>530.2%</b>



Fallbrook Regional Health District  
**REPORT 4 - APPROVED ANNUAL BUDGET**

July 2022 through June 2023

	TOTAL												
	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	
<b>835 - FRHD Foundation</b>													
580 - FRHD Foundation Support													
580.01 - Communications	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.02 - LT. Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.03 - Remenments	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.04 - Office Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.05 - Utilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.07 - Maintenance Services & Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.10 - Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.12 - Payroll Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.14 - WIC Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.17 - Education & Commercial	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.18 - Dues & Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.19 - Insurance - General	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.20 - Independent Accounting Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.21 - Annual Independent Audit	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.23 - General Counsel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.33 - Copier Lease	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580.40 - Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580 - FRHD Foundation Support - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 580 - FRHD Foundation Support	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 835 - FRHD Foundation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
900 - Community Investment Fund Reimb	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Net Income</b>	<b>340,580.25</b>	<b>105,213.42</b>	<b>64,632.08</b>	<b>7,067.56</b>	<b>540,610.52</b>	<b>192,408.34</b>	<b>12,744.26</b>	<b>40,836.96</b>	<b>313,806.46</b>	<b>174,116.18</b>	<b>68,822.72</b>	<b>104,739.00</b>	<b>486,321.37</b>

California State Treasurer  
**Fiona Ma, CPA**



Local Agency Investment Fund  
PO Box 942809  
Sacramento, CA 94209-0001  
(916) 653 3001

December 13, 2022

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

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FALLBROOK REGIONAL HEALTH DISTRICT

DISTRICT ADMINISTRATOR  
138 SOUTH BRANDON ROAD  
FALLBROOK, CA 92028

[Tran Type Definitions](#)

Account Number: [REDACTED]

November 2022 Statement

**Account Summary**

Total Deposit	0 00	Beginning Balance	1,667,359 73
Total Withdrawal:	0.00	Ending Balance:	1,667,359.73



CalTRUST  
 PO Box 2709  
 Granite Bay, CA 95746  
 www.caltrust.org  
 Email: admin@caltrust.org  
 Fax: 402-963-9094  
 Phone: 833-CALTRUST (225-8787)

## Investment Account Summary

11/01/2022 through 11/30/2022

### SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Nov 30 (\$)	Value on Nov 30 (\$)	Average Cost Amount (\$)	Cumulative Change in Value (\$)
<b>FALLBROOK REGIONAL HEALTH DISTRICT</b>						
CalTRUST Medium Term Fund		573,080.954	9.70	5,558,885.25	5,747,912.28	(189,027.03)
<b>Portfolios Total value as of 11/30/2022</b>				<b>5,558,885.25</b>		

### DETAIL OF TRANSACTION ACTIVITY

Activity Description	Activity Date	Amount (\$)	Amount in Shares	Balance in Shares	Price per Share (\$)	Balance (\$)	Average Cost Amt (\$)	Realized Gain/(Loss) (\$)
		<b>FALLBROOK REGIONAL HEALTH DISTRICT</b>			Account Number: [REDACTED]			
Beginning Balance	11/01/2022			572,004.363	9.64	5,514,122.06		
Accrual Income Div Reinvestment	11/30/2022	10,442.93	1,076.591	573,080.954	9.70	5,558,885.25	0.00	0.00
Change in Value						34,320.26		
Closing Balance as of	Nov 30			573,080.954	9.70	5,558,885.25		

## **LOCAL AGENCY INVESTMENT FUND (LAIF)**

Through the Pooled Money Investment Account (PMIA), the State Treasurer invests taxpayers' money to manage the State's cash flow and strengthen the financial security of local governmental entities. PMIA policy sets as primary investment objectives safety, liquidity and yield. Total assets under LAIF Management at month-end was \$27.6 billion.

As of November 30, 2022, the PMIA's holdings included US Treasury Bills and Notes (66.35% of portfolio), Federal Agency Debentures and Discount Notes (19.46% of portfolio), CDs and Commercial Paper (11.17% of portfolio).

As of November 30, 2022, the District's balance was \$1,667,359.73. This represents 23.07% of the District's investment portfolio. The Performance Rate for the month of November was 2.007%.

In November, 2022, the District reported \$0.00 in quarterly earnings.

## **CalTRUST**

The CalTRUST Board works closely with the investment manager, BlackRock, to ensure that public dollars are managed securely and efficiently and are in full compliance with California Law. The primary objective is to safeguard the preservation of principal.

The District is invested in the CalTRUST Medium Term Fund which held, in part, the following sectors at November 30, 2022: Corporate Bonds (31.88% of portfolio), US Government and Agencies (48.95% of portfolio) and CDs (3.19% of portfolio). Total assets under CalTRUST Management at month-end was over \$2.4 billion.

As of November 30, 2022, the District's closing Net Asset Value was \$5,558,885.25. This represents 76.93% of the District's investment portfolio.

In November 2022, the District earned \$10,442.93 in dividend income and reported an unrealized gain of \$34,320.26. The One Year Yield on the Medium-Term Fund was 1.16%

The investments of the District are in compliance with the District's 2022-2023 Investment Policy. The balances in the District's investment accounts give the District the ability to meet its expenditure requirements for the next eighteen (18) months.



**Fallbrook Regional Health District**  
**REPORT 7 - PROPERTY TAX REVENUE**  
 November 2022

Type	Date	Name	Amount	Balance
<b>400 - District Income</b>				
<b>402 - Property Tax Revenue</b>				
General Journal	07/31/2022		33,039.59	33,039.59
General Journal	08/31/2022		19,112.02	52,151.61
General Journal	09/30/2022		38,254.42	90,406.03
General Journal	10/31/2022		101,462.22	191,868.25
General Journal	11/30/2022		748,316.37	940,184.62
Total 402 - Property Tax Revenue			940,184.62	940,184.62
Total 400 - District Income			940,184.62	940,184.62
<b>TOTAL</b>			<b>940,184.62</b>	<b>940,184.62</b>

**Fallbrook Regional Health District**  
**REPORT 8 - CHECK DETAIL REPORT**  
**November 2022**

Date	Num	Name	Memo	Amount
<b>102.3 - Cash in Bank - Pacific Western</b>				
11/02/2022		Getstreamline		-200.00
11/02/2022	279		October Simple Plan - American Funds	-4,182.86
11/03/2022	13034	Juana Diaz	Office Cleaning	-420.00
11/03/2022	13035	Brand Assasins	Signage - WC	-172.29
11/03/2022	13036	California Special Dist...	Conference	-625.00
11/03/2022	13037	CSDA-SD Chapter	Meeting Registration	-60.00
11/03/2022	13038	Fallbrook Chamber of ...	Christmas Parade registration	-20.00
11/03/2022	13039	Fallbrook Local Locks...	Replace lock project - 50% deposit	-3,972.00
11/03/2022	13040	Fallbrook Waste & Re...	Utilities - WC	-283.38
11/03/2022	13041	Fowler Pest Control, L...	Pest Control - WC	-155.00
11/03/2022	13042	Geracitano-reimburse...	Mileage reimbursement	-13.75
11/03/2022	13043	Iron Mountain	Medical Records Storage	-2,590.71
11/03/2022	13044	Konica Minolta	Copier Lease - Admin	-902.85
11/03/2022	13045	LDC Always Green La...		-1,585.00
11/03/2022	13046	Patty Taylor	Supplies - WC	-137.47
11/03/2022	13047	SDG&E - 5971 - E. Mi...	Utilities - WC	-585.78
11/03/2022	13048	SDG&E - 6994 - Bran...	Utilities - Admin	-719.38
11/03/2022	13049	Spectrum - Mission	8448 20 899 0060354	-285.91
11/03/2022	13050	Spectrum Business-Br...	8448 20 899 0060321	-342.91
11/03/2022	13051	Springston Design LLC	IT Management	-400.00
11/03/2022	13052	Village News	Underpayment of invoice	-10.00
11/04/2022	263		10/31/22 Payroll/Tax Disbursement	-24,218.20
11/10/2022	13053	24 Hour Elevator Inc.	Maintenance - Admin	-238.11
11/10/2022	13054	Ahrend Studios	Portraits - WC	-204.73
11/10/2022	13055	Association of Fundrai...	Membership Dues	-350.00
11/10/2022	13056	Juana Diaz	Cleaning Service	-380.00
11/10/2022	13057	Culligan of Escondido	Water service - Admin	-58.50
11/10/2022	13058	Fallbrook Directory	Promo and Pubs - Admin	-575.00
11/10/2022	13059	Fallbrook Printing Cor...	Business Cards - WC	-122.84
11/10/2022	13060	Patty Taylor	Sept & Oct mileage	-30.58
11/10/2022	13061	Pitney Bowes - Purch...	8000-9090-0976-9550	-150.00
11/10/2022	13062	SDRMA	Health Coverage	-293.35
11/10/2022			Deposit	2,700.00
11/14/2022		ADP, LLC		-130.70
11/16/2022	277		Tax Apportionment for November	101,462.22
11/17/2022	13063	Juana Diaz	Office Cleaning	-380.00
11/17/2022	13064	Key, Darren		-1,905.00
11/17/2022	13065	UMPQUA Bank		-1,999.53
11/17/2022	13066	Judith Oswald	Travel reimbursement	-687.45
11/18/2022	265		11/15/22 Payroll/Tax Disbursement	-24,059.62
11/18/2022		GoDaddy		-191.88
11/21/2022		GoDaddy		-71.88
11/22/2022	13067	CalPERS	ID 1559595490	-5,001.83
11/22/2022	13068	Rotary Club of Fallbrook	Sept/Oct Dues	-172.00
11/22/2022	13069	Sun Realty	Maintenance & Repairs - Admin	-375.00
11/22/2022	13140	North County Fire Prot...	MSO - Salaries	-20,660.49
11/25/2022		ADP, LLC		-112.79
Total 102.3 - Cash in Bank - Pacific Western				4,128.45
<b>TOTAL</b>				<b>4,128.45</b>



**UMPQUA BANK**

BL ACCT 00002840-20000001  
FALLBROOK REG HEALTH DIST  
Account Number: ####-####-####-7117  
Page 1 of 3



**Account Summary**




Billing Cycle		11/30/2022
Days In Billing Cycle		30
Previous Balance		\$1,999.53
Purchases	+	\$1,983.84
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$1,999.53
Other Charges	+	\$4.20
Finance Charges	+	\$0.00

**NEW BALANCE \$1,988.04**

**Credit Summary**

Total Credit Line	\$6,000.00
Available Credit Line	\$4,011.96
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

**Account Inquiries**

-  Call us at: (866) 777-9013  
Lost or Stolen Card: (866) 839-3485
-  Go to [www.umpquabank.com](http://www.umpquabank.com)
-  Write us at PO BOX 35142 - LB1181, SEATTLE, WA 98124-5142

**Payment Summary**

<b>NEW BALANCE</b>	<b>\$1,988.04</b>
<b>MINIMUM PAYMENT</b>	<b>\$1,988.04</b>
<b>PAYMENT DUE DATE</b>	<b>12/25/2022</b>

*NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.*

**Corporate Activity**

TOTAL CORPORATE ACTIVITY				\$1,999.53-
Trans Date	Post Date	Reference Number	Transaction Description	Amount
11/22	11/22	000000L BX2211224205001	PAYMENT - THANK YOU	\$1,999.53-

**Cardholder Account Summary**

LINDA BANNERMAN #### #### #### 7133	Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
	\$0.00	\$1,192.51	\$0.00	\$1,192.51

**Cardholder Account Detail**

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
11/03	11/03	PPLN01	24692162307109172381741	VAST CONFERENCE 888-8868869 CA	\$7.87
11/03	11/04	PPLN01	24492152307719202614433	ADOBE *ACROPRO SUBS 408-536-6 000 CA	\$67.96
11/10	11/13	PPLN01	24943002315708323045330	HOLIDAY INN EXPRESS MONT SEASIDE CA	\$661.58
11/17	11/17	PPLN01	24692162321109632594208	WWW COSTCO COM 800-955-2292 WA	\$35.99

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE ALLOW UP TO 7 DAYS FOR RECEIPT

UMPQUA BANK  
PO BOX 35142 - LB1181  
SEATTLE WA 98124-5142



**UMPQUA BANK**

**Account Number**  
#### #### #### 7117

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
11/30/22	\$1,988.04	\$1,988.04	12/25/22

\$



BL ACCT 00002840-20000001  
FALLBROOK REG HEALTH DIST  
138 SOUTH BRANDON ROAD  
FALLBROOK CA 92028



MAKE CHECK PAYABLE TO:

UMPQUA BANK COMMERCIAL CARD OPS  
PO BOX 35142 - LB1181  
SEATTLE WA 98124-5142

Cardholder Account Detail Continued					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
11/14	11/17	PPLN01	74579162320459080782761	BLS*TOMEDES LTD8777748914 LONDON	\$70.00
11/14	11/17	PPLN01	74579162320459080782779	BLS*TOMEDES LTD8777748914 LONDON	\$140.00
11/14	11/17	PPLN01	74579162320459080782761	INTERNATIONAL TRANS FEE	\$1.40
11/14	11/17	PPLN01	74579162320459080782779	INTERNATIONAL TRANS FEE	\$2.80
11/17	11/18	PPLN01	24801972321726160694009	AED SUPERSTORE 800-544-0048 WI	\$109.91
11/27	11/28	PPLN01	24906412331161478028147	EIG*CONSTANTCONTACT.COM 855-2295506 MA	\$95.00

Cardholder Account Summary				
RACHEL MASON ##### 2600	Payments & Other Credits \$0.00	Purchases & Other Charges \$257.18	Cash Advances \$0.00	Total Activity \$257.18

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
11/01	11/02	PPLN01	24793382305000094303828	ONLINE JOB ADS INDEED 512-4595300 TX	\$120.00
11/18	11/20	PPLN01	24692162322100873813828	SQ *THE COAL BUNKER Fallbrook CA	\$37.18
11/29	11/30	PPLN01	24801972333200835600334	GARDEN CENTER CAFE FALLBROOK CA	\$100.00

Cardholder Account Summary				
THERESA GERACITANO ##### 9073	Payments & Other Credits \$0.00	Purchases & Other Charges \$538.35	Cash Advances \$0.00	Total Activity \$538.35

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
11/08	11/09	PPLN01	24204292312000153818166	FACEBK GPL4DJSF2 650-5434800 CA	\$27.00
11/09	11/10	PPLN01	24445002314000923257299	DOLLAR TREE FALLBROOK CA	\$17.51
11/15	11/16	PPLN01	24427332319740279612047	GROCERY OUTLET OF F FALLBROOK CA	\$40.38
11/16	11/18	PPLN01	24129422321100000637472	MAJOR MARKET FALLBROOK CA	\$166.34
11/16	11/18	PPLN01	24129422321100000638413	MAJOR MARKET FALLBROOK CA	\$8.74
11/23	11/24	PPLN01	24692162327104870614010	SQ *FALLBROOK ANIMAL SANC Fallbrook CA	\$128.00
11/26	11/27	PPLN01	24692162330106955175796	SQ *SEW ECO CHIC Fallbrook CA	\$50.00
11/26	11/28	PPLN01	24755422331163316251742	FALLBROOK ART CENTER FALLBROOK CA	\$73.27
11/28	11/29	PPLN01	24692162332108577423016	SQ *FALLBROOK ANIMAL SANC Fallbrook CA	\$11.00
11/28	11/30	PPLN01	24540452333202000300061	HAWTHORNE COUNTRY STO 760-7281150 CA	\$16.11

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM <sup>1</sup>	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
<b>Purchases</b>									
PPLN01 001	PURCHASE	E	\$0.00	0.06024%(D)	21.9900%	\$0.00	\$0.00	0.0000%	\$1,988.04
<b>Cash</b>									
CPLN01 001	CASH	A	\$0.00	0.06572%(D)	23.9900%	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 30		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
<sup>1</sup> FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									

**Fallbrook Regional Health District  
Uses of Community Investment Funds**

<b>Community Investment Fund Beginning Balance as of 11/01/2022</b>				<b>\$8,579,619.53</b>
	<b>Date</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
<b>122.021 - E. Mission Road Improvements</b>				
	11/10/2022	JW Mechanical	WC - HVAC	9,582.50
	11/23/2022	Fallbrook Local Locksmith	WC - Upgrade Locks	3,962.38
	11/23/2022	Taylor Design	WC - Services	3,135.00
Total 122.021 - E. Mission Road Improvements				16,679.88
<b>570.07 · Maintenance Services &amp; Repairs</b>				
	44867	Fallbrook Local Locksmith	Replace lock project - 50% deposi	3,972.00
	44874	Key, Darren	Repairs - WC	1,795.00
Total 570.07 · Maintenance Services & Repairs				5,767.00
<b>Community Investment Fund Ending Balance as of 11/30/2022</b>				<b>\$8,557,172.65</b>
<b>Total Community Funds used FY 2022-2023</b>				<b>\$ 112,044.01</b>

RECEIVED  
11/21/22



**BETTY T. YEE**  
California State Controller

November 17, 2022

District Fiscal Officer  
Fallbrook Regional Health District  
138 South Brandon Road  
Fallbrook, CA 92028

**SUBJECT: 2021-22 Special Districts' Financial Transactions Report**

Dear District Fiscal Officer:

This letter provides information regarding the 2021-22 Special Districts' Financial Transactions Report (FTR). Government Code (GC) section 53891 requires that the financial transactions of each local agency be submitted to the State Controller's Office (SCO) within seven months after the close of the fiscal year or within the time prescribed by the Controller, whichever is later. The report must contain underlying data from audited financial statements prepared in accordance with generally accepted accounting principles, if this data is available.

The FTR is due to SCO by January 31, 2023. Reporting instructions, including COVID-19 reporting guidance, and information for the 2021-22 Special Districts' FTR are available on the SCO website at [https://www.sco.ca.gov/ard\\_locinstr\\_districts\\_forms.html](https://www.sco.ca.gov/ard_locinstr_districts_forms.html).

To file your FTR, visit Local Government Reporting System Online (LGRS Online) at <https://lgrsonline.sco.ca.gov>. The entity type, username, and password for the web-based reporting program are:

Entity Type: Special Districts  
Username: Fallbrook Regional Health District  
Password: Ab#12143704200

The 2021-22 FTR cover page can be signed electronically on LGRS Online.

Blended component units (BCUs), although legally separate entities, are, in substance, part of the primary special district operations. According to GAAP, the financial data from BCUs should be integrated into the appropriate primary special district funds for reporting purposes. The financial data of BCUs must be included in the primary Special Districts' FTR.

District Fiscal Officer  
November 17, 2022  
Page 2

BCUs that meet the requirements to be Special Districts, as defined in GC section 12463(d)(2), must separately prepare and submit the Special Districts' FTR to SCO.

Please note that in accordance with GC section 12464, if the reports are not made in the time, form, and manner required—or there is reason to believe that a report is false, incomplete, or incorrect—SCO is authorized to conduct an investigation to obtain the required information. Any costs incurred by SCO as a result of such an investigation shall be borne by the district.

GC section 26909 requires an audit to be completed and filed with our office within 12 months after the close of the fiscal year(s) under examination. Please email an electronic copy to [SDsupport@sco.ca.gov](mailto:SDsupport@sco.ca.gov).

If you have any questions, please contact the Special Districts' Reporting Unit at [SDsupport@sco.ca.gov](mailto:SDsupport@sco.ca.gov) or (916) 327-1017.

Sincerely,



EDWARD SERAFICA  
Supervisor  
Special Districts' Reporting Unit

Enclosure

## Top Ten Reporting Issues for Special Districts' Financial Transactions Report

1. A Special District that has no financial transactions during the year must file the Cover Page form and the General Information form of the Special Districts' Financial Transactions Report, stating "No Activity" on the Cover Page form. A Special District that has no financial transactions but has outstanding debt taken out in the Special District's name must report the debt and any debt payments on the appropriate Debt and Statement of Revenues, Expenditures, and Changes in Fund Balances forms.
2. The activity type must reflect the services the Special District provides. Select the type of governmental/enterprise activity for which this report is being prepared.
3. Major variances require footnotes. If there is an overall reporting change, add an explanation in the Comments form. Access the footnote panel by double-clicking on the field in which the balance was reported. Invalid footnotes will be questioned by staff upon review of the Financial Transactions Report (FTR). Simply noting "Correct," "Confirmed OK," or "increase/decrease" is not acceptable. Please indicate what caused the variance (i.e., New AB 1234 law enforcement grant).
4. The Other fields on the revenue and expenditure forms are for items that do not apply to a hard-coded field elsewhere on the form. Please review all of the fields on the forms before reporting an item as Other. A footnote is required for those entries.
5. Include a footnote to explain the reason for a prior period adjustment exceeding 20% of the Fund Balance/Net Position, Beginning of Period.
6. Report residual equity transfers and transfers of capital assets as Transfer In and Transfer Out. Include a footnote to explain why and where a transfer was made.
7. The Appropriations Limit Information form must be completed by all special districts that receive property taxes and are subject to the provisions of California Constitutional Article XIII B. Refer to California Constitutional Article XIII B for specific information on this requirement. If the Special District is exempt from having an appropriation, note that in the General Comment form. Failure to report your Appropriations Limit might affect your mandated cost reimbursement.



8. If the Special District has any debt reported on the debt forms, the activity reported on the debt form must match the activity on the governmental/enterprise form (i.e., Fire Protection activity reported on the governmental form must have Fire Protection selected as the activity type on the debt form). All debt reported must have Principal and Interest (P&I) payments. If there are no P&I payments, include footnotes to explain why there are no current-year payments.
- Long-Term Debt
    - Principal Amount Issued During Fiscal Year
      - Report the total amount of principal **issued** during the fiscal year on the appropriate Long-Term Debt form.
      - Use a separate form for each debt issued.
      - For Governmental Activities, the principal amount issued must also be reflected on the Governmental Activity's Revenues, Expenditures, and Change in Fund Balance form, on a Long-Term Debt Proceeds line.
    - Principal Amount Matured During Fiscal Year
      - Report the amount of principal paid during the fiscal year on the Long-Term Debt form. Do not include the current portion of principal amounts that are payable in the following fiscal year or the interest payment during the fiscal year.
      - For Governmental Activities, the principal payments reported must also be reflected on the Governmental Activity's Revenues, Expenditures, and Changes in Fund Balance form on the Retirement of Long-Term Debt line.
    - Interest Payment During the Fiscal Year
      - Report the amount of interest paid during the fiscal year on the Long-Term Debt Form.
      - Report interest payments on the Interest on Long-Term Debt/Interest Expense line of the Revenues, Expenditures, and Changes in Fund Balance form of the governmental or enterprise activity related to the debt.
  - Other Long-Term Debt
    - Do not include liability type debts that have no P&I payments [e.g. Compensated Absences and Other Post-Employment Benefits (OPEB)] or interfund loans (e.g., copiers, vehicles, etc.) on the Long-Term Debt forms as Other Long-Term Debt.
9. Improvement District, Special Assessment, Mello-Roos, and Mark Roos Bonds
- Improvement District (1911 Act, 1913 Act, and 1915 Act), Other Special Assessment, Mello-Roos, and Marks-Roos bonds and Other Nonagency debts are liabilities of property owners to bondholders and not primary liabilities of the local agency. Any transactions and balances relating to these bonds should not be reported elsewhere in the Financial Transaction Report, but on Long-Term Debt form only. Unless the debt is backed fully by the faith and credit of the government or fully or partly backed by some other type of the general government commitment.
10. We cannot grant extensions to submit reports. If you are unable to submit your report, please contact the Special Districts' Reporting Unit at [SDsupport@sco.ca.gov](mailto:SDsupport@sco.ca.gov) or (916) 327-1017. Audited financial statements can also be submitted electronically to the same email address. You must submit the signed Cover Page.

**Wellness Center Administrator Report- December 2022**  
**\*Data from November\***

**Community Health & Wellness Center:**

- Activity at the Center continues strong over the holiday months with a total of 70 events in the month of December and 67 in November. This number includes both closed and open to the public events.
- Community was appreciative of the November vaccination event which had a strong turn out with 82 people vaccinated.
- Three holiday parties will be held by clubs and businesses in December.
- Palomar Family Counseling will be starting their Life After COVID support group in January.
- Programming for 2023 is being finalized and includes continuation of monthly Health Screenings (blood pressure, blood glucose and BMI) as a “Wellness Wednesday” event, Mental Health First Aid (every other month), Cultivate Health Workshops, blood drives every 8 weeks, introduction of Diabetes Prevention Program, financial literacy and mindfulness.
- Current grantee and community programming will continue including support groups (Parkinson’s, Maternal Mental Health, Cancer, Caregiver, Grief), club meetings & events, chair yoga, Boys & Girls Junior Chef Club.

<b>Wellness Center Events</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>
COVID Booster Clinic		74				47			82
COVID-19 PCR Testing	54	53	58	88	92	133	51	20	20
Mental Health First Aid		15	16	12	16	5	4	4	9
CCHW	17	19	23	18	12	12	16	18	16
Hands Only CPR Training with North County Fire	15	11		7		11			
Health Screening	11	12	16	19	11	9	8	6	4
Blood Drive with San Diego Blood Bank		26		29	17	24		24	
Cultivate Health				9	7	13	11	4	2
Grantee Events			24	123	68	24	51	21	27
Tours/ Fallbrook Chamber of Commerce	4	22	43	115	27	25	31	28	45
North County Parkinsons Support Group	18	20	19	24	20	43	30	12	
Michelle’s Place office hours & events	32	37	34	54	40	33	31	17	25
Yoga	116	128	111	128	122	163	236	206	164
Foundation for Senior Care- Fix It Fridays/Computer Classes		18	16	15	12	12	57	20	17
Nonprofit/club meetings	53	80	53	55	56	127	159	192	131
<b>Total Wellness Center Visits (approximate)</b>	<b>320</b>	<b>515</b>	<b>413</b>	<b>696</b>	<b>500</b>	<b>681</b>	<b>685</b>	<b>572</b>	<b>542</b>

**North County Fire- Senior Medical Services Officer, Mary Murphy:**

- Waiting for Mary’s report as she was out with COVID this past week.

**Flyer Distribution:**

- Printed flyers were distributed at the following:
  - 4 grocery stores (including 3 Hispanic markets)
  - Chamber of Commerce, library, and community center
  - 1 pharmacy
  - 2 physical therapists

- 3 grantees – FFSC, Senior Center, Food Pantry
- Digital flyers were provided to area schools -Fallbrook Elementary school district, Fallbrook High School District, Bonsall School District, Rainbow School District
- Digital flyers were provided directly to Bonsall Chamber, Fallbrook Forum, Fallbrook Chamber for community calendar, community housing works, head start program, WIC and 3 grantees- this is in addition to receiving the constant contact email
- Digital flyers are in Fallbrook Features, the monthly newsletter of the Fallbrook Chamber.
- Event dates are provided to the Village News for the calendar monthly.
- Monthly events newsletter includes the option to download each flyer as a PDF which can be printed.

**Marketing:**

**Press (Village News):**

- Only articles were in relation to board of directors election.

**Email Marketing & Constant Contact Overview:**

- Email list continues to grow and open and click rates remain at or above industry average demonstrating that the Community Health & Wellness Center continues to interest community members.

EMAIL MARKETING	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV
Total Contacts	3143	3207	3373	3468	3629	3660	3679	3758	3752
New Contacts Added	155	141	179	95	185	115	83	76	27
Number of emails sent	11,903	8,629	4,453	4,008	13,706	10,675	10,862	9,989	18,745
Number of emails opened	5,048	4,069	1,992	1,793	6,336	4,896	5,070	4,497	8,589
Open rate	44%	49%	48%	48%	49%	49%	50%	48%	49%
Open rate over industry average	15%	20%	20%	19%	20%	17%	18%	16%	15%
# of Clicks	129	251	68	99	256	156	150	127	345
Click rate	3%	6%	2%	3%	4%	3%	3%	3%	4%
Click rate over industry average	same	3%	1%	2%	2%	1%	1%	0%	1%

**Social Media:**

Social Media Metrics	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov
Total number of posts (Instagram & Facebook)	52	63	46	46	45	54	38	51	58
Instagram Followers	406	418	421	430	443	462	466	468	475
Facebook Likes	831	833	848	855	871	887	896	904	908
Post Reach Instagram	0.17%	1667%	-94.80%	104%	24.70%	-37.40%	35.80%	-22.30%	-2.50%
Post Reach Facebook	-10%	47.30%	-36.00%	-32.70%	19.10%	4.80%	-56.10%	65.90%	-30.40%
Audience Growth Instagram	1.72%	0.02%	0.71%	2%	2.90%	4%	0.90%	0.02%	12%
Audience Growth Facebook	0	0	1.77%	0.82%	1.84%	1.80%	1%	0.08%	1.50%
Engagement rate Instagram	-8.60%	18.70%	-34.30%	4%	8.60%	25%	-6.20%	-13.20%	-2.60%
Engagement rate Facebook	23%	51%	-22%	71%	8%	43.97%	-59%	-23%	-5%
Website Views	39,065	43,206	41,122	37,439	34,391	45,823	60,484	48,117	51,297



## CHIEF EXECUTIVE OFFICER'S REPORT - JANUARY

### COVID-19 Updates:

- Continuing testing on Mondays and Thursdays, no new vaccination events are currently scheduled. With the surge of cases, we have ordered more Rapid Test kits to distribute to our Community networks. Theresa and I will target our higher density apartment complexes and the agricultural growers.

### Community Health & Wellness Center:

- Taylor Design
  - Taylor Design is finalizing the overall project cost estimates that are based on all the concept design ideas. This will be a point of discussion at the Jan 21<sup>st</sup> workshop.

### CHC-Grants:

- We will resume grant site visits soon. Raquel will begin coordinating the site visits and the Board Members calendars.

### Staff & Operations:

- Theresa and I have begun interviewing candidates for the Community Resource Navigator position.

### Administrative Projects:

- Board Member Portal – launch date is pending: we will be decommissioning the Chrome books and moving to a web-based portal that you'll be able to access via our website. You will be able to access all your Board packets and a link to your email from this site.
- Budget/Chart of Account changes: the Finance team will be bringing a new chart of accounts list to the Feb Finance Committee. Our goal is to have our District Budget chart of accounts (line items) better align with our current operations.

### Board Notes:

REMINDER our January 21<sup>st</sup> Board Training & Strategic Planning Workshop:

- Update on Brown Act and Governance from Jeff Scott
- Review and discussion of the 23.24 CHC-Grant budget/priorities
- Community Health & Wellness Center Priorities

LAW OFFICES  
**JEFFREY G. SCOTT**

16935 WEST BERNARDO DRIVE, SUITE 170  
SAN DIEGO, CA 92127

JEFFREY G. SCOTT

\_\_\_\_\_  
(858) 675-9896  
FAX (858) 675-9897

*Of Counsel*  
JAMES R. DODSON

Date: January 9, 2023

To: Board of Directors  
Rachel Mason, CEO  
Fallbrook Regional Health District

From: Jeffrey G. Scott, General Counsel

Re: Expenditure of District Funds

---

Chairman Leach has asked that the following questions be addressed:

1. How is the District allowed to spend money under the law?
2. What are the potential pitfalls?
3. What is the District suppose to use the money for?
4. Can the District hold the funds in perpetuity?
5. Provide examples of other Districts that have had legal difficulties surrounding their investment of tax dollars.

**Expenditures of funds under the law**

Healthcare Districts are creatures of the Legislature. They were created, are overseen, and can be dissolved by the Legislature. Consequently, the expenditure of District funds is subject to both constitutional and statutory laws. Article V XI, Section 6 of the California Constitution requires that public funds must be spent for a proper public purpose and not expended to benefit a private corporation or private individuals. Funds that are not spent for a proper public purpose are viewed by the courts as illegal gifts of public funds and the individuals responsible for the expenditure could be exposed to personal liability.

For an expenditure of District funds to legally qualify as a proper public purpose, the expenditure must be related to the purposes in which the District was created. What qualifies as a health-related purpose as reflected in the Health & Safety code is broad and includes providing funds for health care facilities, wellness and prevention

programs, and providing funds to organizations that are necessary for the maintenance of good physical and mental health of the communities served by a district. Moreover, because the Board is a legislative body, courts give deference to their decisions of what constitutes a health-related purpose.

### **Potential pitfalls and restrictions on the use of funds**

While the courts give deference to decisions of legislative bodies, as noted above, the expenditure must meet the proper purpose test or the expenditure could be an illegal gift of public funds and the individuals responsible for the expenditure could be held personally liable. In addition, AB 2019 (Aguiar-Curry) was passed in 2018 and sets forth specific requirements for the expenditure of healthcare district funds. AB 2019 requires that all healthcare districts post, on the district's website, the district's annual policy for providing assistance or grant funding must include:

- A grant recipient must meet, specific grant contract terms and conditions, fiscal and programmatic monitoring by the district, and providing reports to the district;
- The district's plan for distributing grant funds for each fiscal year;
- A process for providing, accepting, and reviewing grant applications;
- A prohibition against individual meetings regarding grant applications between a grant applicant and a district board member, officer, or staff outside of the district's grant award process;
- Award grants to organizations that meet the needs of underserved individuals and communities;
- Award grants to multiple recipients with the goal of preventing more than 50% of grant funds from being awarded to a single recipient, and exceptions to this goal;
- Evaluating the financial need of grant applicants;
- Consider whether organization that do not provide direct patient care programs will be eligible for grant funding and if so, under what criteria;
- Considering sponsorships of charitable events;
- Funding other government agencies; and
- Awarding grants to, and limiting funds for, foundations that are sponsored, controlled by, or associated with a separate grant recipient.

While there are no specific legal restrictions on length of time in which a healthcare district can hold public funds, over the last decade there has been potential legislation

and legislative investigations that would have significantly affected the ability of healthcare districts not operating a hospital to hold and expend healthcare district funds. In 2012, AB 2418 (Gordon and Dickinson) was introduced and would have required healthcare districts to expend 95% of their annual tax revenues on the operation of a healthcare facility or the performance of the district's powers under existing law. Principal concerns of the bill's authors were that some healthcare districts that did not operate hospitals were carrying too high of reserves, were engaging in non-health related activities, and expending tax dollars in ways that failed to contribute to community health. This bill would have severely restricted the ability for healthcare districts to accumulate reserve funds or use of funds for other, broader healthcare related purposes. The bill died in the assembly and has not been reintroduced.

#### **Examples of legal difficulties experienced by other healthcare districts over investments and expenditures**

After the Orange County bankruptcy in December 1994, the California Legislature amended Government Code 53600 et. seq., which strictly regulates the investment of surplus public funds by public agencies in California. Since then, local agencies have followed the investment requirements of Government Code 53600 and I am not aware of any reported prosecutions or investigations over the investment of surplus funds.

However, on the expenditure side, there have been some significant incidences. In 2010 the City of Bell was involved in a serious scandal involving the misappropriation of public funds. Seven (7) City of Bell officials, including the former mayor and four city council members, were convicted of graft and corruption, and were given sentences ranging from probation to twelve years in prison. Concerns have also been raised over some healthcare districts that do not operate hospitals having too large of reserves of unrestricted funds. Peninsula Healthcare District and Beach Cities Healthcare District each have unrestricted reserves of over Fifty Million Dollars which raised concerns by the County and state legislature. The Santa Clara County grand jury also investigated El Camino Hospital District over concerns of whether the district had improperly expended property taxes to purchase a healthcare facility outside of its boundaries. The Mt. Diablo Health Care District has also been the subject of grand jury investigations and LAFCO recommendations to dissolve the District over the improper expenditure of its property taxes. Los Medanos Health Care District was dissolved last year over the expenditure of too much money on administrative costs, duplication of services, and not effectively tracking its grant programs.



**FALLBROOK REGIONAL HEALTH DISTRICT**  
POLICY MANUAL

TITLE: **COMMUNITY HEALTH CONTRACTS/  
GRANT POLICY & PROCEDURES**

REVISED: 12/29/2022

## **DISTRICT BACKGROUND INFORMATION**

Fallbrook Regional Health District (“District”) is a government entity under the Local Health Care District Law (Statutes 1945, Chapter 932; Health and Safety Code, Division 23, Sections 32000 et seq., of the State of California). The District serves residents of the Fallbrook, Bonsall, Rainbow and De Luz areas of northern San Diego County.

Created by residents for residents, Healthcare Districts throughout California provide vital services for the community members who create and oversee them. As the most responsive form of local government, Healthcare Districts are established, operated, and controlled by local voters who understand each community's concerns and ensure that each District is effectively meeting their local health care needs.

### **The Fallbrook Regional Health District Mission:**

The Fallbrook Regional Health District assists residents to lead healthy lives, supporting a greater life span and independence.

### **The Fallbrook Regional Health District Vision:**

Fallbrook Regional Health District will offer and support services and programs that measurably improve physical and mental health, social engagement and increased life span and independence.

## GUIDELINES

### **PROGRAMS FUNDED**

The Fallbrook Regional Health District (District) provides grant funding through our Community Health Contract Grant process to organizations that meet the health and wellness needs of our community and are consistent with the District's mission.

The Health Care District Act (Health & Safety Code section 32121) has evolved over the years to provide very broad authority to Health Care Districts. Currently, Health Care Districts have numerous powers, which include the establishment, maintenance, and operation, or the providing of assistance in the operation of, one or more health facilities or health services, including but not limited to, outpatient programs, services and facilities; retirement programs, services, and facilities; chemical dependency programs, services, and facilities; or other health care programs, services, and facilities for the benefit of the people served by the district.

Moreover, among other powers, the Health District may establish, maintain, and operate, or provide assistance in the operation of, free clinics, diagnostic and testing centers; health education, wellness and prevention programs; rehabilitation, aftercare and any other healthcare services; provider groups; and organizations that are necessary for the maintenance of good physical and mental health in the communities served by the District.

### **POPULATION SERVED**

The District provides grant funding through the Community Health Contracts (CHC) program. Community Health Contract funds must benefit the residents of the communities served by the Fallbrook Regional Health District. The District's service area and sphere of influence area covers 110.57 square miles. This includes Bonsall, De Luz, Fallbrook, and Rainbow. Estimated population of the District is 50,985 (US Census, 2020).

### **APPLICANT ELIGIBILITY**

To be eligible for consideration, the applicant must meet the following requirements:

1. The agency must be an incorporated nonprofit organization with a tax-exempt status under California state law and Section 501(c)(3) of the Internal Revenue Code, or, be a public/governmental agency, program or institution.

Newly established agencies must:

- a. Demonstrate, through written agreement with a 501(c)(3) qualified agency that, for the one-year period of the CHC, they will fall under the auspices of that qualified agency. The agency providing the umbrella status must meet the District requirement of being an established provider of healthcare related preventive or intervention services to the public in the District community.
  - b. Secure 501(c)(3) status within the CHC funded year. If they fail to secure 501(c)(3) status, they will be ineligible for subsequent application for Fallbrook Regional Health District funding until such time as proof of 501(c)(3) status has been attained and presented.
2. For-profit (commercial) organizations are eligible to apply but will only be considered if providing services that are not available by a nonprofit provider. All policies and requirements apply equally to for-profit and non-profit recipients. Including, but not limited to the inclusion of financial information, budgets and reporting or results.
  3. The agency must demonstrate the ability to provide services and/or programs that will benefit the residents of the District.

4. The funded services must be provided within the District and demonstrate the ability to make services and/or programs easily accessible to District residents.
5. Awarding contracts to underserved individuals will be taken under consideration; however, support for this application would likely be referred to a nonprofit partner to coordinate services.

### **MULTIPLE APPLICATION SUBMISSIONS**

An agency may submit multiple grant applications per fiscal year for multiple programs. For example: If an agency operates two distinct programs, one dental clinic and one mental health clinic, the agency would be eligible to receive two district CHCs.

### **PRIOR GRANT RECIPIENTS**

The District will fund a distinct program for up to three consecutive years, however, after that consecutive three years the program will become ineligible for one year. Agency's may reapply after that one-year hiatus. Noncompliant or inefficient use of funds may render organizations ineligible for future funding. The District reserves the right to consider extenuating circumstances under which grants may be provided to prior grant recipients, and exceptions to these circumstances.

### **INELIGIBLE FOR FUNDING**

The District will not fund:

- Endowments
- Awarding grants to, and limiting funds for, foundations that are sponsored or controlled by, or associated with, a separate grant recipient.
- Expenses related to fundraising or lobbying of public officials or other political purposes
- Organizations intending to "pass-through" or re-grant District funds to other organizations; unless serving as the fiscal agent or umbrella for a designated local nonprofit. Funds must be clearly used to support District residents.
- Basic research, defined herein as the pursuit of knowledge without immediate practical program or human applications
- Sectarian purposes
- Programs related solely to the provision of housing, or for employment opportunity and/or educational pursuits for the purpose of employment.
- All other restricted uses contained herein.

### **REVIEW PROCESS**

All CHC funding requests are reviewed by the District Chief Executive Officer and Board Directors. During the review process, the District may require additional information from applicants. This information may include oral or written clarification of CHC request detail. The District may include a panel of community stakeholders to review the completeness and merit of the applicants and provide feedback to the Chief Executive Officer. Final funding decisions will be made by the District Board of Directors at a public meeting. See application and review schedule for specific dates. Certain rights are reserved to Board discretion and action.

### **RIGHTS RESERVED BY THE BOARD OF DIRECTORS**

The Fallbrook Regional Health District Board of Directors reserves the right to decline or accept application(s) upon fair consideration in accord with CHC guidelines established and provided to all applicants. On applications accepted and approved, the Board reserves the right to determine

the amount of funding to be awarded.

The Board reserves the right to adjust category designation in accord with its established criteria. In addition, the Board reserves the right to seek additional information as necessary to make their funding determinations. This shall be by request for clarification in written form. Requests shall be presented to the applicant by the appropriate District Staff Member and must be returned to the District office in a timely manner. Site visits and/or interviews may also be scheduled in the application review process.

### **APPLICATION CRITERIA**

All CHC Grant applications must be able to demonstrate that health and /or wellness activities will meet the following criteria:

1. Proposed program addresses the Social Determinant of Health paradigm, and must demonstrate how it positively addresses better health and/or wellness outcomes:
  - Economic Stability (Employment, Food Insecurity, Housing Instability, Poverty)
  - Education Access & Quality (Early Childhood Education and Development, Enrollment in Higher Education, High School Graduation, Language and Literacy)
  - Social & Community Context (Civic Participation, Discrimination, Incarceration, Social Cohesion)
  - Healthcare Access & Quality (Access to Health Care, Access to Primary Care, Health Literacy)
  - Neighborhood & Built Environment (Access to Foods that Support Healthy Eating Patterns, Crime and Violence, Environmental Conditions, Quality of Housing)
2. At least 80% of FRHD funded program participants are District residents.
3. At least 20% of proposed program's budget is funded by another funding source/in-kind support.
4. Program has fully developed program goal(s) with corresponding SMART (Specific, Measurable, Achievable/Attainable, Realistic, Time-Bound) Objectives to demonstrate how those goals will be achieved.
  - a. Quarterly reports demonstrating progress of goal(s) and objective(s) will be required. If your program is a one-time event, only one report will be required by the next quarterly report due date.
5. Programs or services should be able to demonstrate that they are developed from evidence-based program(s)/best practices.
  - a. New programs, services or initiatives, should be able to demonstrate the need for this service, that there is no existing organization working toward the same goal, and/or that collaboration with an existing organization is anticipated.
6. The application will list how and where acknowledgement of Fallbrook Regional Health District funding support will be included. This includes all print and electronic materials, press releases, website references, and any other form of written and verbal publicity that relates to the funded program. Acknowledgment should include an official sponsor line, as well as the FRHD logo. Examples of these acknowledgments are to be included in the quarterly report.

7. While not a required element of proposals, programs that demonstrate collaborations with other agencies in the provision of the services will be viewed favorably in the reviewing process.

### **APPLICATION & EVALUATION SCHEDULE**

**COMMUNITY HEALTH CONTRACT WORKSHOPS:** Informational session, Q&A, and collaborative brainstorming will occur in January where applicants will meet with District staff to understand how the application portal operates, clarify eligibility criteria and other technical aspects of the application.

**APPLICATION WINDOW:** Open, first business day in February at 10:00am, and closes on the last business day of the month at 4:00pm. Applications are accepted via an online portal accessible through the District's website; <https://www.fallbrookhealth.org/community-health-contracts>.

*Technical assistance from District staff is available upon request during the application window.*

### **APPLICATION EVALUATION PERIOD:**

The Chief Executive Officer and staff will review each application for completeness before submitting copies to the Board of Directors. All applications are evaluated by each Board Director. Site visits may be scheduled.

**ANNOUNCEMENT OF AWARDS:** The Board of Directors may call a special meeting or announce the awards sometime within the month of April. The date and location for this meeting will be announced publicly and all applicants will be notified.

**DISTRIBUTION OF CHC GRANT AGREEMENT:** Signed agreements must be returned to the District by the 1st Wednesday of July to complete execution prior to scheduling Quarter 1 payments and/or site visits.

**QUARTER 1 PAYMENT AND SITE VISITS:** Board of Directors and staff will begin making disbursements and or may conduct site visits during the month of July.

Exact dates will be updated and posted on <https://www.fallbrookhealth.org/calendar> annually.

### **REPORTING & PAYMENT DISTRIBUTION GUIDELINES**

By accepting the contract, the recipient agrees to periodic monitoring of their contracted program by District staff members. Recipient agrees to submit timely periodic written and/or oral reports to the Board as defined in the executed agreement and to participate in District Community Health Program events and attend, representatively, District Board meetings when requested.

Reports must be submitted by the following due dates:

- 1<sup>st</sup> Quarter: 2<sup>nd</sup> Wednesday of October
- 2<sup>nd</sup> Quarter: 2<sup>nd</sup> Wednesday of January
- 3<sup>rd</sup> Quarter: 2<sup>nd</sup> Wednesday of April
- 4<sup>th</sup> Quarter: 2<sup>nd</sup> Wednesday of July

Contract holders must contact the District if these deadlines cannot be met before the due date. Reports that are more than one month late may cause the contract to be cancelled.

Payment Distribution will be on or after the following payment dates:

- 1<sup>st</sup> Quarter Check: 1<sup>st</sup> Wednesday of July – may vary depending on the July 4<sup>th</sup> holiday
- 2<sup>nd</sup> Quarter Check: 1<sup>st</sup> Wednesday of November
- 3<sup>rd</sup> Quarter Check: 1<sup>st</sup> Wednesday of February
- 4<sup>th</sup> Quarter Check: 1<sup>st</sup> Wednesday of May

A District staff member will contact recipients to schedule a site visit when payment distributions will be made. Payment is contingent upon receipt of quarterly reports. Board Member(s), the Chief Executive Officer and/or other District staff may be present at site visit.

### **SPONSORSHIP OF CHARITABLE EVENTS**

FRHD does not currently provide sponsorships of charitable events. However, support for these events may be considered at a future time, which would be publicly announced and would follow the below guidelines:

1. Organizations requesting the District to sponsor a charitable event shall solicit in the form of a letter or in combination with a grant request application, as well as any appropriate back-up materials, including a list of sponsorship levels, if applicable.
2. The request shall clearly indicate the amount requested, the sponsorship opportunity levels, and how the event will benefit a community health care program that provides services in the District.
3. The request shall include the price per individual ticket/pass to attend, as well as the portion of the amount attributed to the purchase of goods and services.
4. The request shall include a final accounting of the prior year's event, if applicable, as well as a budget for the event being requested, so the District can clearly determine the cost of holding the event in comparison to the funds benefitting community health care programs. No less than 80 percent of the revenue shall be applied to the organization's programs and not to event expenses.
5. Events advertised in brochures and/or fliers that give the appearance of being sent by the District as part of a mass mailing shall not be considered.



California State Treasurer's Office  
Local Agency Investment Fund (LAIF)

Authorization for Transfer of Funds

Effective Date

1.11.2023

Agency Name

Fallbrook Regional Health District

LAIF Account #

██████████

Agency's LAIF Resolution # 396 or Resolution Date 7.13.2005

**ONLY** the following individuals whose names appear in the table below are hereby authorized to order the deposit or withdrawal of funds in LAIF. ***This authorization REPLACES AND SUPERSEDES all prior authorizations on file with LAIF for the transfer of funds.***

Name	Title
Terry Brown	Treasurer/Director
Jennifer Jeffries	Secretary/Director
Barbara Mroz	ViceChair/Director
Rachel Mason	Administrator/CEO

**Two authorized signatures required.** Each of the undersigned certifies that he/she is authorized to execute this form under the agency's resolution, and that the information contained herein is true and correct.

Signature  
William "Bill" Leach

Print Name  
Chair, Board of Directors

Title  
760.802.9589

Telephone

Signature  
Terry Brown

Print Name  
Treasurer, Board of Directors

Title  
760.218.1047

Telephone

Please provide email address to receive LAIF notifications.

Name	Email
Rachel Mason	rmason@fallbrookhealth.org
Judith Oswald	joswald@fallbrookhealth.org

Please email the completed form for review to [laif@treasurer.ca.gov](mailto:laif@treasurer.ca.gov) and allow 2 days for the review. **DO NOT** mail the original form until you receive a response from LAIF that the form is acceptable.

Mail the approved form to: CA State Treasurer's Office  
Local Agency Investment Fund  
P.O. Box 942809  
Sacramento, CA 94209-0001



Our mission is to assist residents of Fallbrook, Bonsall, Rainbow and De Luz, to lead healthy lives, supporting a greater life span and independence.

El Fallbrook Regional Health District ayuda a los residentes a llevar una vida saludable, apoyando una mayor esperanza de vida e independencia.

December 29, 2022

CalTRUST

admin@caltrust.org

To Whom it May Concern:

Please note the following changes to the Fallbrook Regional Health District CalTRUST accounts, including all related subaccounts:

Main Account: [REDACTED] (Fallbrook Regional Health District)

Authorized Individuals:

Name	Role(s)	No Change	Remove	Add
Howard Salmon	Secondary Contact/Auth Signer		X	
Barbara Mroz	Additional Contact/Auth Signer	X		
Jennifer Jeffries	Authorized Signer	X		
Rachel Mason	Primary Contact	X		
Linda Bannerman	View Access Only		X	
Judith Oswald	View Access Only			X
Terry Brown	Authorized Signer			X

Please add additional representatives per the attached Authorized Representatives & Signatories Form.

Regards,

William "Bill" Leach  
Chair, Board of Directors  
Fallbrook Regional Health District.





## Part 2. Authorized Representatives and Signatories

(Below are the individuals authorized to conduct business on behalf of the participating entity)

Authorized Representatives of: Fallbrook Regional Health District  
(Name of Agency)

Minimum Number of Signatories Required to Authorize a Trade: 1

### Trustee/Fiduciary Signatures and Online Access

(The total number of Trustees/Fiduciaries signing below must equal or exceed the number of authorized signatories required per trade, as listed on the line above.)

Complete the form below to designate agency contacts and their roles. Please check the appropriate box(es) for each individual. The individual listed as the Primary Contact will be considered the main point-of-contact for the agency's CalTRUST account.

**Authorized Signatory Trustee/Fiduciary:** The undersigned certify that any of the persons signing below as an authorized signatory of the Participant have the full authority and capacity to invest funds in and withdraw funds from the Shares Program, as well as manage accounts through the CalTRUST Online Portal, pursuant to compliance with the minimum number of authorized traders listed above. The undersigned agree that the certifications, instructions, and authorizations contained in this Program Registration Form and Participation Agreement will remain in effect until CalTRUST receives written notice of change. It is only necessary for individuals certified as an Authorized Signatory to provide a signature.

**Online Trading Opt-OUT:** Selecting the Opt-OUT indicates that your agency does not allow for the Authorized Signatory to have access to conduct trades online.

**Statement Only Access:** The individual(s) for which Statement Only Access is selected will be granted access to the CalTRUST Online Participant Portal, but will only be able to access monthly statements and fund information. Authorized Signatories will have this access already and do not need to be indicated here.

### Primary Contact

Name: Rachel Mason

Title: CEO

Email: rmason@fallbrookhealth.org Phone: 760.731.9187

Signature:  Date: 12.29.2022

### Select Account Access Option:


Authorized Signatory Trustee/Fiduciary	Online Trading Opt-OUT	Statement Only Online Access
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Secondary Contact**

Name: Judith Oswald

Title: Administrative Officer

Email: joswald@fallbrookhealth.org Phone: 760.731.9187

Signature:  Date: 12.29.2023

Select Account Access Option:

Authorized Signatory Trustee/Fiduciary	Online Trading Opt-OUT	Statement Only Online Access
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Additional Representative**

Name: Terry Brown

Title: Treasurer/Board Director

Email: tbrown@fallbrookhealth.org Phone: 760.218.1047

Signature: \_\_\_\_\_ Date: 12.29.2022

Select Account Access Option:

Authorized Signatory Trustee/Fiduciary	Online Trading Opt-OUT	Statement Only Online Access
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Additional Representative**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Select Account Access Option:

Authorized Signatory Trustee/Fiduciary	Online Trading Opt-OUT	Statement Only Online Access
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RECEIVED  
12/22/22



San Diego County  
Local Agency Formation Commission  
Regional Service Planning | Subdivision of the State of California

CALL FOR NOMINATIONS

December 19, 2022

TO: Independent Special Districts in San Diego County

FROM: Tamaron Lockett, Commission Clerk

SUBJECT: Call for Nominations |  
Regular and Alternate Special District Member Election on LAFCO

This notice serves as a call to nominations pursuant to Government Code Section 56332(1) to solicit (a) one regular and (b) one alternate special district member to serve on the San Diego Local Agency Formation Commission (LAFCO). The term is four years and commences on May 1, 2023. The incumbent holders – Barry Willis, regular with Alpine Fire Protection District and David Drake, alternate with Rincon del Diablo Municipal Water District are expected to seek nomination and run for a new term. Additional details follow.

• Eligibility

Candidates eligible for election must be members of the legislative body of an independent special district who reside within San Diego County but may not be members of the legislative body of a city or county.

• Authorized Nominations

State Law specifies only the presiding officer or their alternate as designated by the governing board must sign the nomination form. Attached are nomination forms for the LAFCO regular special district member (**Attachment A**) and LAFCO alternate special district member (**Attachment B**).

• Submittal Process and Deadline

Signed nominations and a limited **two-page** resume indicating the candidate’s District and LAFCO experience must be returned to San Diego LAFCO **no later than Tuesday, February 21, 2023**. Nominations received after this date will be invalid. Nominations

<b>Administration</b> Keene Simonds, Executive Officer 2550 Fifth Avenue, Suite 725 San Diego, California 92103-6624 T 619.321.3380 F 619.404.6508 www.sdlafco.org	<b>Chair Jim Desmond</b> County of San Diego  <b>Joel Anderson</b> County of San Diego  <b>Nora Vargas, Alt.</b> County of San Diego	<b>Vacant</b> City Representative  <b>Vacant</b> City Representative  <b>Kristi Becker, Alt.</b> City of Solana Beach	<b>Vacant</b> City representative  <b>Marni von Wilpert, Alt.</b> City of San Diego	<b>Jo MacKenzie</b> Vista Irrigation  <b>Barry Willis</b> Alpine Fire Protection  <b>David A. Drake, Alt.</b> Rincon del Diablo	<b>Andy Vanderlaan</b> General Public  <b>Harry Mathis, Alt.</b> General Public
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and resumes may be mailed to San Diego LAFCO Office at 2550 Fifth Avenue, Suite 725, San Diego, CA 92103-6624 or email to [tamaron.luckett@sdcounty.ca.gov](mailto:tamaron.luckett@sdcounty.ca.gov), include **“Special District Call for Nominations 2023”** and your **“District Name”** in the subject title, if necessary to meet the submission deadline, but the original form must be submitted.

After nominations and resumes are received it is anticipated a candidate’s forum will be held in conjunction with the California Special Districts Association Quarterly Dinner with confirmation being provided under separate/future cover. Election materials will be mailed out **no later than Friday, February 24, 2023** unless otherwise communicated by the LAFCO Executive Officer. Should you have any questions, please contact me at 619-321-3380.

Attachments:

- 1) Nomination form – LAFCO regular and alternate special district member

**ATTACHMENT A**

**NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE  
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION  
REGULAR MEMBER**

The \_\_\_\_\_ is pleased to nominate \_\_\_\_\_ as a  
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a regular special district member with a term expiring 2027.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

\_\_\_\_\_  
(Presiding Officer Signature)

\_\_\_\_\_  
(Print name)

\_\_\_\_\_  
(Print Title)

\_\_\_\_\_  
(Date)

**PLEASE ATTACH RESUME FOR NOMINEE**

- Limit two-pages
- Must be submitted with Nomination Form

**ATTACHMENT B**

**NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE  
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION  
ALTERNATE MEMBER**

The \_\_\_\_\_ is pleased to nominate \_\_\_\_\_ as a  
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as an alternate special district member with a term expiring 2027.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

\_\_\_\_\_  
(Presiding Officer Signature)

\_\_\_\_\_  
(Print name)

\_\_\_\_\_  
(Print Title)

\_\_\_\_\_  
(Date)

**PLEASE ATTACH RESUME FOR NOMINEE**

- Limit two-pages
- Must be submitted with Nomination Form