

# Fallbrook Regional HEALTH DISTRICT

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

## BOARD OF DIRECTORS REGULAR BOARD MEETING

WEDNESDAY  
JANUARY 9, 2019

6:00 PM

AT

**NEW MEETING LOCATION**  
**FALLBROOK WELLNESS CENTER**  
**1636 EAST MISSION ROAD**  
**FALLBROOK, CA 92028**



**AGENDA**

**FALLBROOK REGIONAL HEALTH DISTRICT  
REGULAR BOARD MEETING**

**Wednesday, January 9, 2019, 6:00 p.m.**

**NEW MEETING LOCATION**

**Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook**

**A. CALL MEETING TO ORDER – PLEDGE OF ALLEGIANCE**

**B. ADDITIONS TO AGENDA**

Pursuant to the Brown Act, additions to the Agenda as posted are exceptional, and expressly limited to three specific situations, as set forth in Government Code 54954.2(b): (1) an “emergency” as determined by majority vote of the board; (2) a 2/3 vote of the board finding that an item requires immediate action – and the need for this action arose in time after the agenda was posted or (3) the item was continued from an earlier meeting (no more than 5 days earlier), at which time the item was validly posted on the agenda of the earlier meeting.

**C. BOARD MEMBER AND PUBLIC COMMENTS**

Opportunity for board members and citizens to speak on items of interest within subject matter jurisdiction of the District. Please note that, for comments made on items not appearing on the current agenda, the Board may take no action as to the comment at the current meeting (Gov’t Code 54954.3[a]), and the Board is allowed only a brief response to the speaker’s comment. For the record, please state your name. “Request to speak” cards should be filled out in advance and presented to the Board President or the recording secretary. The Board has a policy limiting any speaker to not more than five minutes

**D. PRESENTATIONS**

D1. Public Hearing – Transition to Zone-Based Elections – National Demographics Corporation

**E. CONSENT ITEMS**

E1.	Approval of November 2018 Financial Statements .....	2
E2.	Minutes of December 5, 2018 Finance Committee Meeting .....	22
E3.	Minutes of December 12, 2018 Regular Board Meeting.....	25

**F. REPORTS**

Update of Committee Restructuring

- F1. Finance Committee – Chair: Directors Jeffries and Mroz
- F2. Gov’t and Community Relations and Public Engagement Committee – Directors Schwartz-Frates and Mroz
- F3. Facilities Committee – Directors Leach and Mroz
- F4. Strategic Planning Committee – Directors Salmon and Jeffries
- F5. Chief Executive Officer – Bobbi Palmer
- F6. General Counsel – Blaise Jackson

**G. DISCUSSION/ACTION ITEMS**

G1.	First Review – Revised Bylaws for District (committee structure) .....	42
G2.	Consideration of lease with MedPlus Urgent Care .....	51
G3.	Consideration of Centraforce 2019 bridge contract proposal.....	67
G4.	Consideration of Resolution 424 to change the location of regular meetings .....	70

- G5. Consideration of bank services and opening funds for account..... 72
- G6. Update designation of individuals authorized to deposit or withdraw funds in LAIF Account..... 87
- G7. Recommendation from accountant for amount transferred quarterly from LAIF account to Citibank account
- G8. Call for Nominations – San Diego Local Agency Formation Commission..... 89

**H. ITEMS FOR SUBSEQUENT MEETINGS**

- H1. Other Director/Staff discussion items
  - H1a. Item(s) for future board agendas
  - H1b. Announcements of upcoming events:
    - Wellness Advisory Committee meeting – 2<sup>nd</sup> Wednesday, January 9, 5:00-6:00pm, Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook
    - Community Collaborative for Health & Wellness Committee (CCH&W) meeting – 3<sup>rd</sup> Wednesday, January 16, 10:30-12:00am, Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook
    - NCCCHI meeting – 1<sup>st</sup> Wednesday, February 6 2:00-3:30pm, FRHD Administrative Office, 138 S. Brandon Rd., Fallbrook
    - Finance Committee of the Whole meeting – 1<sup>st</sup> Wednesday, February 6, 5:30pm, FRHD Administrative Office, 138 S. Brandon Rd., Fallbrook
    - Woman of Wellness – 1<sup>st</sup> Thursday, February 7, 6pm – FRHD Administrative Office, 138 S. Brandon Rd., Fallbrook
  
- H2. Next Regular Board meeting – Wednesday, February 13, 2019, 6:00pm


**I. CLOSED SESSION**

- I1. Conference with Legal Counsel Concerning Exposure to Litigation Pursuant to Gov't Code 54956.9(d)(2) – one case

**J. RETURN TO OPEN SESSION**

**K. ADJOURNMENT**

**NOTE:** This agenda posted at the Fallbrook Regional Health District Administration Office on Friday, January 4, 2019. 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

## **CONSENT ITEMS**

**FALLBROOK REGIONAL HEALTH DISTRICT  
BALANCE SHEET COMPARISON**

Comparison of November 2018 to October 2018

	Nov 30, 18	Oct 31, 18	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
102.2 · Cash in Bank - Operating	185,059.94	506,499.99	(321,440.05)
102.6 · Cash in Bank -LAIF	1,480,560.27	1,480,560.27	0.00
102.9 · Cal Trust Investment Account	6,767,628.30	6,748,515.68	19,112.62
102.91 · Petty Cash	91.56	141.76	(50.20)
<b>Total Checking/Savings</b>	<b>8,433,340.07</b>	<b>8,735,717.70</b>	<b>(302,377.63)</b>
<b>Other Current Assets</b>			
104 · Prepaid Insurance	14,359.24	16,382.59	(2,023.35)
107 · Tax apportion receivable	633,458.19	0.00	633,458.19
110 · Reimbursmnt Rec'ble - Comm Inv	109,884.70	0.00	109,884.70
<b>Total Other Current Assets</b>	<b>757,702.13</b>	<b>16,382.59</b>	<b>741,319.54</b>
<b>Total Current Assets</b>	<b>9,191,042.20</b>	<b>8,752,100.29</b>	<b>438,941.91</b>
<b>Fixed Assets</b>			
121 · Equipment	59,622.88	59,622.88	0.00
121.2 · Equipment Depreciation	(31,373.84)	(30,628.38)	(745.46)
<b>122.0 · ASSETS HELD FOR RESALE</b>			
122.01 · ALVARADO STREET	291,240.00	291,240.00	0.00
122.011 · ALVARADO FMV Appraisal 2018	358,760.00	358,760.00	0.00
122.02 · BRANDON ROAD - ADMIN BLDG	291,240.00	291,240.00	0.00
122.021 · BRANDON FMV Appraisal 2018	508,760.00	508,760.00	0.00
122.03 · E MISSION ROAD	1801418.86	1801418.86	0.00
<b>Total 122.0 · ASSETS HELD FOR RESALE</b>	<b>3,251,418.86</b>	<b>3,251,418.86</b>	<b>0.00</b>
<b>Total Fixed Assets</b>	<b>3,279,667.90</b>	<b>3,280,413.36</b>	<b>(745.46)</b>
<b>TOTAL ASSETS</b>	<b>12470710.10</b>	<b>12032513.65</b>	<b>438,196.45</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
140 · Accounts Payable	27,559.35	29,523.08	(1,963.73)
<b>Total Accounts Payable</b>	<b>27,559.35</b>	<b>29,523.08</b>	<b>(1,963.73)</b>
<b>Credit Cards</b>			
150 · American Express			
150.2 - American Express 42005	0.00	599.76	(599.76)
<b>Total 150 · American Express</b>	<b>0.00</b>	<b>599.76</b>	<b>(599.76)</b>
<b>Total Credit Cards</b>	<b>0.00</b>	<b>599.76</b>	<b>(599.76)</b>
<b>Other Current Liabilities</b>			
204 · Accrued Vacation & Sick Leave	30,361.79	30,361.79	0.00
<b>215 · District Wellness Initiatives</b>			
215.23 · Health Fair	1,500.00	1,500.00	0.00
215.39 · PSA Screening	2,000.00	2,000.00	0.00
215.42 · Chair Yoga	860.00	1,100.00	(240.00)
215.43 · Mah Jong	2,303.04	2,303.04	0.00
215.44 · Ballroom Dancing	1,000.00	1,000.00	0.00
215.46 · FHD Promotional Float	500.00	500.00	0.00

**FALLBROOK REGIONAL HEALTH DISTRICT  
BALANCE SHEET COMPARISON**

Comparison of November 2018 to October 2018

	Nov 30, 18	Oct 31, 18	\$ Change
Total 215 · District Wellness Initiatives	8,163.04	8,403.04	(240.00)
Total Other Current Liabilities	38,524.83	38,764.83	(240.00)
Total Current Liabilities	66,084.18	68,887.67	(2,803.49)
Total Liabilities	66,084.18	68,887.67	(2,803.49)
Equity			
300 · Unrestricted Operations Fund	1,686,665.33	1,686,665.33	0.00
301 · Adjustment for FMV Appraisals	867,520.00	867,520.00	0.00
302.2 · Community Investment Fund	9,843,462.82	9,843,462.82	0.00
Net Income	6,977.77	(434,022.17)	440,999.94
Total Equity	12404625.92	11963625.98	440,999.94
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>12470710.10</b>	<b>12032513.65</b>	<b>438,196.45</b>

**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Income Statement**  
**For the Month Ended November 30, 2018 & Fiscal Year to Date**

	Nov 18	Jul - Nov 18
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
400. · District		
402 · Property tax revenue	633,458	784,570
403 · Interest / Dividends	12,275	68,745
406 · Unearned Inc (Loss) - Cal Trust	6,837	(13,612)
<b>Total 400. · District</b>	<b>652,571</b>	<b>839,703</b>
450. · Properties		
450.02 · Cost of Elder Str Property Sale		(2,590)
<b>Total 450. · Properties</b>		<b>(2,590)</b>
460 · Lease Income		
460.01 · Med+ Urgent Care (formerly A+)	4,800	24,000
<b>Total 460 · Lease Income</b>	<b>4,800</b>	<b>24,000</b>
<b>Total Income</b>	<b>657,371</b>	<b>861,113</b>
<b>Gross Profit</b>	<b>657,371</b>	<b>861,113</b>
<b>Expense</b>		
500 · Admin. Expenses & Overhead		
500.10 · Salaries	24,262	121,308
500.12 · Payroll Taxes	1,154	7,637
500.14 · W/C Insurance	126	628
500.15 · Employee Health & Welfare	2,514	9,146
500.16 · Board Stipends	2,300	7,900
500.17 · Education & Conferences	210	9,629
500.18 · Dues & Subscriptions	110	13,731
500.19 · Insurance - General	1,898	8,539
500.20 · Independent Accounting Services	850	4,250
500.21 · Annual Independent Audit		8,995
500.23 · General Counsel	15,978	41,738
500.25 · Office Expense		
01 · Communications	334	3,469
02 · I.T. and Website services	200	1,920
03 · Refreshments	96	862
04 · Office Expenses	75	5,583
05 · LAFCO Admin fees		1,367
06 · Independent Contract Services	3,611	21,677
<b>Total 500.25 · Office Expense</b>	<b>4,316</b>	<b>34,878</b>
500.27 · Depreciation	745	3,528
500.29 · Dist Promotions & Publications	38	2,794
500.32 · Consultant Fees	17,288	18,862
500.33 · Copier Lease	778	3,890
<b>Total 500 · Admin. Expenses &amp; Overhead</b>	<b>72,566</b>	<b>297,453</b>
530 · Blue Zone Designation		
530.18 · Promotions & Publications		(98)

**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Income Statement**  
**For the Month Ended November 30, 2018 & Fiscal Year to Date**

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	Nov 18	Jul - Nov 18
530.21 · Consultants	3,000	15,000
<b>Total 530 · Blue Zone Designation</b>	<b>3,000</b>	<b>14,902</b>
<b>550 · Mgmt./Maint. - Alvarado Street</b>		
550.07 · Custodial Services		125
550.10 · Maintenance Services & Repairs	350	1,012
550.23 · General Counsel		438
<b>Total 550 · Mgmt./Maint. - Alvarado Street</b>	<b>350</b>	<b>1,575</b>
<b>570 · Mgmt./Maint. - E. Mission Road</b>		
570.02 · Gas & Electric	542	3,618
570.03 · Water	288	2,658
570.04 · Waste Management		127
570.06 · Landscape - Grounds Environment	1,851	12,483
570.07 · Custodial Services	360	745
570.10 · Maintenance Services & Repairs	2,138	6,116
570.12 · Fire Alarm System		1,138
570.25 · Office Expense		
25.01 · Communications	176	176
25.02 · I.T. & Website Services	100	100
25.04 · Office Expenses	455	5,989
25.06 · Independent Contract Services	8,511	39,254
<b>Total 570.25 · Office Expense</b>	<b>9,242</b>	<b>45,519</b>
570.29 · Dist. Promotions & Publications	1,297	6,490
570.32 · Consultant Fees	3,000	16,388
<b>Total 570 · Mgmt./Maint. - E. Mission Road</b>	<b>18,717</b>	<b>95,282</b>
<b>590 · Mgmt./Maint. - S. Brandon Road</b>		
590.01 · Property Manager		1,313
590.02 · Gas & Electric	689	5,633
590.03 · Water	208	999
590.04 · Waste Management		149
590.06 · Landscape - Grounds Environment	400	2,000
590.07 · Custodial Services	360	3,330
590.08 · Elevator	191	1,128
590.09 · Vehicle Expenses		61
590.10 · Maintenance Services & Repairs	370	881
590.11 · Medical Records Store & Service	2,067	9,793
590.12 · Fire Alarm System		781
<b>Total 590 · Mgmt./Maint. - S. Brandon Road</b>	<b>4,285</b>	<b>26,067</b>
<b>600 · Community Health Contracts</b>		
600.02 · Fbk Citizens Crime Prevention	2,625	5,250
600.04 · Boys & Girls Club	9,188	27,615
600.05 · Community Health Systems, Inc.	26,250	52,500
600.06 · Fallbrook Land Conservancy		10,000
600.07 · Fbk Senior Citizens Svc Club	19,688	39,375
600.08 · Fallbrook Smiles Project	18,769	37,538
600.09 · Fallbrook Union H. S. District	5,000	10,000



**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Income Statement**  
**For the Month Ended November 30, 2018 & Fiscal Year to Date**

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	<u>Nov 18</u>	<u>Jul - Nov 18</u>
600.11 · Palomar Family Counseling Srvc	20,738	41,475
600.17 · Foundation for Senior Care	54,882	109,764
600.18 · Fallbrook Food Pantry	25,200	75,200
600.33 · REINS Therapeutic Prgm	17,063	34,125
600.46 · Mental Health Systems, Inc.	2,428	4,856
600.48 · UCSD Eye Mobile for Children	2,975	5,975
600.53 · Jeremiah's Ranch	3,872	7,744
600.54 · Healthy Adventures Foundation	2,363	4,725
600.58 · Michelle's Place	6,300	12,600
<b>Total 600 · Community Health Contracts</b>	<b>217,338</b>	<b>478,740</b>
<b>800 · District Direct Care Services</b>		
800.02 · Med+ Urgent Care	10,000	50,000
<b>Total 800 · District Direct Care Services</b>	<b>10,000</b>	<b>50,000</b>
<b>Total Expense</b>	<b>326,256</b>	<b>964,020</b>
<b>Net Ordinary Income</b>	<b>331,115</b>	<b>(102,907)</b>
<b>Other Income/Expense</b>		
<b>Other Expense</b>		
900 · Community Invest Fd Reimbursmnt	(109,885)	(109,885)
<b>Total Other Expense</b>	<b>(109,885)</b>	<b>(109,885)</b>
<b>Net Other Income</b>	<b>109,885</b>	<b>109,885</b>
<b>Net Income</b>	<b>441,000</b>	<b>6,978</b>

**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Profit & Loss YTD Actual vs Budget**

July 2018 through November 2018

	Jul - Nov 18	Budget	\$ Over B...
Ordinary Income/Expense			
Income			
400 · District			
402 · Property tax revenue	784,570	830,479	(45,909)
403 · Interest / Dividends	68,745	52,083	16,662
406 · Unearned Inc (Loss) - Cal Trust	(13,612)	0	(13,612)
<b>Total 400 · District</b>	<b>839,703</b>	<b>882,562</b>	<b>(42,859)</b>
450 · Properties			
450.02 · Cost of Elder Str Property Sale	(2,590)	0	(2,590)
<b>Total 450 · Properties</b>	<b>(2,590)</b>	<b>0</b>	<b>(2,590)</b>
460 · Lease Income			
460.01 · Med+ Urgent Care (formerly A+)	24,000	24,000	0
<b>Total 460 · Lease Income</b>	<b>24,000</b>	<b>24,000</b>	<b>0</b>
<b>Total Income</b>	<b>861,113</b>	<b>906,562</b>	<b>(45,449)</b>
<b>Gross Profit</b>	<b>861,113</b>	<b>906,562</b>	<b>(45,449)</b>
Expense			
500 · Admin. Expenses & Overhead			
500.10 · Salaries	121,308	114,583	6,725
500.12 · Payroll Taxes	7,637	9,583	(1,947)
500.14 · W/C Insurance	628	628	(0)
500.15 · Employee Health & Welfare	9,146	6,250	2,896
500.16 · Board Stipends	7,900	8,750	(850)
500.17 · Education & Conferences	9,629	7,708	1,920
500.18 · Dues & Subscriptions	13,731	5,833	7,898
500.19 · Insurance - General	8,539	7,906	633
500.20 · Independent Accounting Services	4,250	4,250	0
500.21 · Annual Independent Audit	8,995	8,850	145
500.23 · General Counsel	41,738	18,750	22,988
500.25 · Office Expense			
01 · Communications	3,469	1,521	1,948
02 · I.T. and Website services	1,920	4,583	(2,663)
03 · Refreshments	862	1,042	(180)
04 · Office Expenses	5,583	6,542	(959)
05 · LAFCO Admin fees	1,367	570	797
06 · Independent Contract Services	21,677	25,000	(3,323)
<b>Total 500.25 · Office Expense</b>	<b>34,878</b>	<b>39,257</b>	<b>(4,379)</b>
500.27 · Depreciation	3,528	2,146	1,382
500.29 · Dist Promotions & Publications	2,794	15,938	(13,143)
500.32 · Consultant Fees	18,862	42,813	(23,950)
500.33 · Copier Lease	3,890	4,165	(275)
500.36 · Accrued Vacation & Sick Leave	0	2,500	(2,500)
500.40 · Video/AV Equipment	0	2,083	(2,083)
580.01 · General Election	0	16,500	(16,500)
<b>Total 500 · Admin. Expenses &amp; Overhead</b>	<b>297,453</b>	<b>318,494</b>	<b>(21,041)</b>
530 · Blue Zone Designation			
530.18 · Promotions & Publications	(98)		
530.21 · Consultants	15,000		

**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Profit & Loss YTD Actual vs Budget**

July 2018 through November 2018

	Jul - Nov 18	Budget	\$ Over B...
Total 530 · Blue Zone Designation	14,902	0	14,902
550 · Mgmt./Maint. - Alvarado Street			
550.07 · Custodial Services	125		
550.10 · Maintenance Services & Repairs	1,012		
550.23 · General Counsel	438		
Total 550 · Mgmt./Maint. - Alvarado Street	1,575		
570 · Mgmt./Maint. - E. Mission Road			
570.02 · Gas & Electric	3,618	6,667	(3,048)
570.03 · Water	2,658	1,250	1,408
570.04 · Waste Management	127	417	(290)
570.06 · Landscape - Grounds Environment	12,483	5,000	7,483
570.07 · Custodial Services	745	2,500	(1,755)
570.10 · Maintenance Services & Repairs	6,116	2,083	4,032
570.12 · Fire Alarm System	1,138		
570.25 · Office Expense			
25.01 · Communications	176		
25.02 · I.T. & Website Services	100	1,250	(1,150)
25.04 · Office Expenses	5,989	5,000	989
25.06 · Independent Contract Services	39,254	18,750	20,504
Total 570.25 · Office Expense	45,519	25,000	20,519
570.29 · Dist. Promotions & Publications	6,490	4,167	2,324
570.32 · Consultant Fees	16,388	6,250	10,138
Total 570 · Mgmt./Maint. - E. Mission Road	95,282	53,333	41,949
590 · Mgmt./Maint. - S. Brandon Road			
590.01 · Property Manager	1,313	10,417	(9,104)
590.02 · Gas & Electric	5,633	8,333	(2,701)
590.03 · Water	999	4,583	(3,584)
590.04 · Waste Management	149	708	(559)
590.06 · Landscape - Grounds Environment	2,000	4,188	(2,188)
590.07 · Custodial Services	3,330	3,900	(570)
590.08 · Elevator	1,128	1,250	(122)
590.09 · Vehicle Expenses	61	167	(106)
590.10 · Maintenance Services & Repairs	881	2,083	(1,203)
590.11 · Medical Records Store & Service	9,793	12,500	(2,707)
590.12 · Fire Alarm System	781	1,042	(261)
Total 590 · Mgmt./Maint. - S. Brandon Road	26,067	49,171	(23,104)
600 · Community Health Contracts			
600.02 · Fbk Citizens Crime Prevention	5,250	5,250	0
600.04 · Boys & Girls Club	27,615	27,615	0
600.05 · Community Health Systems, Inc.	52,500	52,500	0
600.06 · Fallbrook Land Conservancy	10,000	10,000	0
600.07 · Fbk Senior Citizens Srvc Club	39,375	39,375	0
600.08 · Fallbrook Smiles Project	37,538	37,538	0
600.09 · Fallbrook Union H. S. District	10,000	10,000	0
600.11 · Palomar Family Counseling Srvc	41,475	41,475	0
600.17 · Foundation for Senior Care	109,764	109,764	(0)
600.18 · Fallbrook Food Pantry	75,200	75,200	0
600.33 · REINS Therapeutic Prgm	34,125	34,125	0
600.46 · Mental Health Systems, Inc.	4,856	4,856	0
600.48 · UCSD Eye Mobile for Children	5,975	2,975	3,000
600.53 · Jeremiah's Ranch	7,744	7,744	0

**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Profit & Loss YTD Actual vs Budget**

July 2018 through November 2018

	Jul - Nov 18	Budget	\$ Over B...
600.54 · Healthy Adventures Foundation	4,725	4,725	0
600.58 · Michelle's Place	12,600	12,600	0
<b>Total 600 · Community Health Contracts</b>	<b>478,740</b>	<b>475,741</b>	<b>3,000</b>
800 · District Direct Care Services			
800.02 · Med+ Urgent Care	50,000	50,000	0
<b>Total 800 · District Direct Care Services</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>
<b>Total Expense</b>	<b>964,020</b>	<b>946,739</b>	<b>17,281</b>
<b>Net Ordinary Income</b>	<b>(102,907)</b>	<b>(40,177)</b>	<b>(62,730)</b>
<b>Other Income/Expense</b>			
Other Expense			
900 · Community Invest Fd Reimbursmnt	(109,885)		
<b>Total Other Expense</b>	<b>(109,885)</b>		
<b>Net Other Income</b>	<b>109,885</b>		
<b>Net Income</b>	<b>6,978</b>	<b>(40,177)</b>	<b>47,155</b>

**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Profit & Loss Budget Overview**  
 July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL Jul '18 - Jun 19
<b>Ordinary Income/Expense</b>													
<b>Income</b>													
<b>400 · District</b>													
402 · Property tax revenue	29,432	38,328	42,990	89,729	630,000	435,000	47,635	406,000	42,500	214,000	48,477	32,285	2,056,376
403 · Interest / Dividends	10,417	10,417	10,416	10,417	10,416	10,416	10,417	10,417	10,416	10,417	10,417	10,417	125,000
<b>Total 400 · District</b>	39,849	48,745	53,406	100,146	640,416	445,416	58,052	416,417	52,916	224,417	58,894	42,702	2,181,376
<b>460 · Lease Income</b>													
460.01 · Med+ Urgent Care (formerly A+)	4,800	4,800	4,800	4,800	4,800	4,800	0	0	0	0	0	0	28,800
<b>Total 460 · Lease Income</b>	4,800	4,800	4,800	4,800	4,800	4,800	0	0	0	0	0	0	28,800
<b>Total Income</b>	44,649	53,545	58,206	104,946	645,216	450,216	58,052	416,417	52,916	224,417	58,894	42,702	2,210,176
<b>Gross Profit</b>	44,649	53,545	58,206	104,946	645,216	450,216	58,052	416,417	52,916	224,417	58,894	42,702	2,210,176
<b>Expense</b>													
<b>500 · Admin. Expenses &amp; Overhead</b>													
500.10 · Salaries	22,917	22,917	22,917	22,917	22,917	22,917	22,917	22,917	22,917	22,917	22,917	22,917	275,000
500.12 · Payroll Taxes	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	23,000
500.14 · W/C Insurance	126	126	126	126	126	126	126	126	126	126	126	126	1,507
500.15 · Employee Health & Welfare	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000
500.16 · Board Stipends	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	21,000
500.17 · Education & Conferences	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	18,500
500.18 · Dues & Subscriptions	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	14,000
500.19 · Insurance - General	1,581	1,581	1,581	1,581	1,581	1,581	1,581	1,581	1,581	1,581	1,581	1,581	18,975
500.20 · Independent Accounting Services	850	850	850	850	850	850	850	850	850	850	850	850	10,200
500.21 · Annual Independent Audit	0	8,850	0	0	0	0	0	0	0	0	0	0	8,850
500.23 · General Counsel	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	45,000
500.25 · Office Expense													
01 · Communications	304	304	304	304	304	304	304	304	304	304	304	304	3,650
02 · I.T. and Website services	917	917	917	917	917	917	917	917	917	917	917	917	11,000
03 · Refreshments	208	208	208	208	208	208	208	208	208	208	208	208	2,500
04 · Office Expenses	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	1,308	15,700
05 · LAFCO Admin fees	114	114	114	114	114	114	114	114	114	114	114	114	1,367
06 · Independent Contract Services	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	60,000
<b>Total 500.25 · Office Expense</b>	7,851	7,851	7,851	7,851	7,851	7,851	7,851	7,851	7,851	7,851	7,851	7,851	94,217
500.27 · Depreciation	429	429	429	429	429	429	429	429	429	429	429	429	5,151
500.29 · Dist Promotions & Publications	3,188	3,188	3,188	3,188	3,188	3,188	3,188	3,188	3,188	3,188	3,188	3,188	38,250
500.32 · Consultant Fees	8,563	8,563	8,563	8,563	8,563	8,563	8,563	8,563	8,563	8,563	8,563	8,563	102,750
500.33 · Copier Lease	833	833	833	833	833	833	834	833	834	833	834	834	10,000
500.36 · Accrued Vacation & Sick Leave	0	0	2,500	0	0	2,500	0	0	2,500	0	0	2,500	10,000
500.40 · Video/AV Equipment	417	417	417	417	417	417	417	417	417	417	417	417	5,000
580.01 · General Election	0	0	16,500	0	0	0	0	0	0	0	0	0	16,500
<b>Total 500 · Admin. Expenses &amp; Overhead</b>	58,129	66,979	77,129	58,129	58,129	60,629	58,130	58,129	60,630	58,129	58,130	60,630	732,900
<b>570 · Mgmt./Maint. - E. Mission Road</b>													
570.02 · Gas & Electric	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	16,000
570.03 · Water	250	250	250	250	250	250	250	250	250	250	250	250	3,000
570.04 · Waste Management	83	83	83	83	83	83	83	83	83	83	83	83	1,000
570.06 · Landscape - Grounds Environment	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
570.07 · Custodial Services	500	500	500	500	500	500	500	500	500	500	500	500	6,000
570.10 · Maintenance Services & Repairs	417	417	417	417	417	417	417	417	417	417	417	417	5,000
570.25 · Office Expense													
25.02 · I.T. & Website Services	250	250	250	250	250	250	250	250	250	250	250	250	3,000
25.04 · Office Expenses	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
25.06 · Independent Contract Services	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	45,000
<b>Total 570.25 · Office Expense</b>	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	60,000
570.29 · Dist. Promotions & Publications	833	833	833	833	833	833	833	833	833	833	833	833	10,000
570.32 · Consultant Fees	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000
<b>Total 570 · Mgmt./Maint. - E. Mission Road</b>	10,667	10,667	10,667	10,667	10,667	10,667	10,667	10,667	10,667	10,667	10,667	10,667	128,000

**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Profit & Loss Budget Overview**  
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL Jul '18 - Jun 19
<b>590 · Mgmt./Maint. - S. Brandon Road</b>													
590.01 · Property Manager	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	25,000
590.02 · Gas & Electric	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	20,000
590.03 · Water	917	917	917	917	917	917	917	917	917	917	917	917	11,000
590.04 · Waste Management	142	142	142	142	142	142	142	142	142	142	142	142	1,700
590.06 · Landscape - Grounds Environment	838	838	838	838	838	838	838	838	838	838	838	838	10,050
590.07 · Custodial Services	780	780	780	780	780	780	780	780	780	780	780	780	9,360
590.08 · Elevator	250	250	250	250	250	250	250	250	250	250	250	250	3,000
590.09 · Vehicle Expenses	33	33	33	33	33	33	33	33	33	33	33	33	400
590.10 · Maintenance Services & Repairs	417	417	417	417	417	417	417	417	417	417	417	417	5,000
590.11 · Medical Records Store & Service	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000
590.12 · Fire Alarm System	208	208	208	208	208	208	208	208	208	208	208	208	2,500
<b>Total 590 · Mgmt./Maint. - S. Brandon Road</b>	<b>9,834</b>	<b>9,834</b>	<b>9,834</b>	<b>9,834</b>	<b>9,834</b>	<b>9,834</b>	<b>9,834</b>	<b>9,834</b>	<b>9,834</b>	<b>9,834</b>	<b>9,834</b>	<b>9,834</b>	<b>118,010</b>
<b>600 · Community Health Contracts</b>													
600.02 · Fbk Citizens Crime Prevention	2,625	0	0	0	2,625	0	0	2,625	0	0	2,625	0	10,500
600.04 · Boys & Girls Club	18,428	0	0	0	9,188	0	0	9,188	0	0	9,188	0	45,990
600.05 · Community Health Systems, Inc.	26,250	0	0	0	26,250	0	0	26,250	0	0	26,250	0	105,000
600.06 · Fallbrook Land Conservancy	10,000	0	0	0	0	0	0	0	0	0	0	0	10,000
600.07 · Fbk Senior Citizens Srvc Club	19,688	0	0	0	19,688	0	0	19,688	0	0	19,688	0	78,750
600.08 · Fallbrook Smiles Project	18,769	0	0	0	18,769	0	0	18,769	0	0	18,769	0	75,075
600.09 · Fallbrook Union H. S. District	5,000	0	0	0	5,000	0	0	5,000	0	0	5,000	0	20,000
600.11 · Palomar Family Counseling Srvc	20,738	0	0	0	20,738	0	0	20,738	0	0	20,738	0	82,950
600.17 · Foundation for Senior Care	54,882	0	0	0	54,882	0	0	54,882	0	0	54,882	0	219,527
600.18 · Fallbrook Food Pantry	50,000	0	0	0	25,200	0	0	25,200	0	0	25,200	0	125,600
600.33 · REINS Therapeutic Prgm	17,063	0	0	0	17,063	0	0	17,063	0	0	17,063	0	68,250
600.46 · Mental Health Systems, Inc.	2,428	0	0	0	2,428	0	0	2,428	0	0	2,428	0	9,711
600.48 · UCSD Eye Mobile for Children	0	0	0	0	2,975	0	0	2,975	0	0	2,975	0	8,925
600.53 · Jeremiah's Ranch	3,872	0	0	0	3,872	0	0	3,872	0	0	3,872	0	15,488
600.54 · Healthy Adventures Foundation	2,363	0	0	0	2,363	0	0	2,363	0	0	2,363	0	9,450
600.57 · NC Fire Protection District	0	0	0	0	0	0	0	25,000	0	0	0	0	25,000
600.58 · Michelle's Place	6,300	0	0	0	6,300	0	0	6,300	0	0	6,300	0	25,200
<b>Total 600 · Community Health Contracts</b>	<b>258,403</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>217,338</b>	<b>0</b>	<b>0</b>	<b>242,338</b>	<b>0</b>	<b>0</b>	<b>217,338</b>	<b>0</b>	<b>935,416</b>
<b>800 · District Direct Care Services</b>													
800.02 · Med+ Urgent Care	10,000	10,000	10,000	10,000	10,000	10,000	0	0	0	0	0	0	60,000
<b>Total 800 · District Direct Care Services</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60,000</b>
<b>Total Expense</b>	<b>347,032</b>	<b>97,480</b>	<b>107,630</b>	<b>88,630</b>	<b>305,967</b>	<b>91,130</b>	<b>78,631</b>	<b>320,967</b>	<b>81,131</b>	<b>78,630</b>	<b>295,968</b>	<b>81,131</b>	<b>1,974,326</b>
<b>Net Ordinary Income</b>	<b>(302,383)</b>	<b>(43,935)</b>	<b>(49,424)</b>	<b>16,316</b>	<b>339,249</b>	<b>359,086</b>	<b>(20,579)</b>	<b>95,450</b>	<b>(28,215)</b>	<b>145,787</b>	<b>(237,074)</b>	<b>(38,429)</b>	<b>235,850</b>
<b>Net Income</b>	<b>(302,383)</b>	<b>(43,935)</b>	<b>(49,424)</b>	<b>16,316</b>	<b>339,249</b>	<b>359,086</b>	<b>(20,579)</b>	<b>95,450</b>	<b>(28,215)</b>	<b>145,787</b>	<b>(237,074)</b>	<b>(38,429)</b>	<b>235,850</b>

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

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
December 14,  
2018

FALLBROOK HEALTHCARE DISTRICT

ADMINISTRATOR  
P.O. BOX 2587  
FALLBROOK, CA 92088

PMIA Average Monthly Yields

**Account Number:**

Tran Type Definitions

November 2018 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	1,480,560.27
Total Withdrawal:	0.00	Ending Balance:	1,480,560.27



CalTRUST  
 c/o Gemini Fund Services LLC  
 PO Box 541150  
 Omaha, NE 68154-9150  
 www.caltrust.org  
 Email: CalTRUSTSupport@thegeminicompanies.com  
 Fax: 402-963-9094  
 Phone: 833-CALTRUST (225-8787)

## Investment Account Summary

11/01/2018 through 11/30/2018

### 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 Unrealized Gain/(Loss) (\$)
<b>FALLBROOK REGIONAL HEALTH DISTRICT</b>						
CalTRUST Medium Term Fund		684,982.621	9.88	6,767,628.30	6,869,303.41	(101,675.11)
<b>Portfolios Total value as of 11/30/2018</b>				<b>6,767,628.30</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>						
					<b>Account Number:</b>			
Beginning Balance	11/01/2018			683,740.190	9.87	6,748,515.68		
Accrual Income Div Reinvestment	11/30/2018	12,275.22	1,242.431	684,982.621	9.88	6,767,628.30	0.00	0.00
Unrealized Gain/(Loss)						6,837.40		
Closing Balance as of	Nov 30			684,982.621	9.88	6,767,628.30		

Please note that this information should not be construed as tax advice and it is recommended that you consult with a tax professional regarding your account.



**FALLBROOK REGIONAL HEALTH DISTRICT**  
**Property Tax Revenue - Fiscal Year to Date**  
 July 2018 through June 2019

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<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Amount</u>	<u>Balance</u>
<b>400. · District</b>				
<b>402 · Property tax revenue</b>				
Gener...	07/31/18		29,034.48	29,034.48
Gener...	08/31/18		11,303.72	40,338.20
Gener...	09/30/18		28,010.22	68,348.42
Gener...	10/31/18		82,763.50	151,111.92
Gener...	11/30/18		633,458.19	784,570.11
Total 402 · Property tax revenue			784,570.11	784,570.11
Total 400. · District			784,570.11	784,570.11
<b>TOTAL</b>			<b>784,570.11</b>	<b>784,570.11</b>

FALLBROOK REGIONAL HEALTH DISTRICT  
Check Detail Report - November 2018

Type	Date	Num	Name	Memo	Amount
102.2 - Cash in Bank - Operating					
Bill ...	11/02/18	10172	Aztec Cleaning & Mai...	Office cleaning - Inv. 055...	-180.00
Bill ...	11/02/18	10173	Fitness Moves	5 Chair Yoga classes @ \$...	-300.00
Bill ...	11/02/18	10174	Galvanized Strategie...	Retainer - Community en...	-6,000.00
Bill ...	11/02/18	10175	L & M Enterprises, Inc.	October bookkeeping	-4,792.50
Bill ...	11/02/18	10176	Landscape One Incor...	Inv. 0004626-IN; 1636 E. ...	-350.00
Bill ...	11/02/18	10177	SDG&E - East Missio...	5182 613 597 1	-808.79
Bill ...	11/02/18	10178	Village News	1641	-259.00
Bill ...	11/05/18	10179	24 Hour Fire Protecti...	Inv. 3995845; Wellness C...	-376.59
Bill ...	11/05/18	10180	American Express - ...	0-41007	-1,287.11
Bill ...	11/05/18	10181	Ebobisse, Solange	Weekly stipend for intern; ...	-400.00
Bill ...	11/05/18	10182	Iron Mountain-153	CHSRM	-1,849.23
Bill ...	11/05/18	10183	Iron Mountain SX-302	SX302/Fallbrook Hosp.	-916.96
Bill ...	11/05/18	10184	Quest Diagnostics	Inv. 9178979050; Client 9...	-480.00
Bill ...	11/05/18	10185	Rainbow Sign Co.	Wellness Center: 3 signs ...	-684.00
Che...	11/07/18	10205	UCSD Eyemobile for ...	2017/18 CHC 317; REPL...	-2,500.00
Che...	11/07/18	10206	Healthy Adventures F...	2017/18 CHC 309; REPL...	-2,250.00
Bill ...	11/09/18	10207	Ascent Elevator Servi...	Elevator service - Inv. 317...	-191.00
Bill ...	11/09/18	10208	AT&T U-Verse - com...	146524365	-55.00
Bill ...	11/09/18	10209	Aztec Cleaning & Mai...	Office cleaning - Inv. 055...	-180.00
Bill ...	11/09/18	10210	Greene & Roberts LLP	Inv. 15037	-16,227.74
Bill ...	11/09/18	10211	Kathleen Bogle	October accounting	-850.00
Bill ...	11/09/18	10212	Palomar Mountain Pr...	45919	-42.86
Bill ...	11/09/18	10213	Ramirez Landscapin...	October landscaping - 13...	-400.00
Bill ...	11/09/18	10214	Scott & Jackson Esq.	Professional services 201...	-13,037.50
Bill ...	11/09/18	10215	Termin-8 Pest Control		-250.00
Bill ...	11/14/18	10216	Apple One Staffing	00102494-0000	-2,009.23
Bill ...	11/14/18	10217	Aztec Cleaning & Mai...	Office cleaning - Inv. 055...	-180.00
Bill ...	11/14/18	10218	Ebobisse, Solange	Intern stipend for week en...	-400.00
Bill ...	11/14/18	10219	Employment Develop...	Ltr. ID L0381369760; Acc...	-656.00
Bill ...	11/14/18	10220	Firehawk	FIRE EXT ANNUAL INSP...	-86.75
Bill ...	11/14/18	10221	Glennie's Office Prod...	6493	-214.00
Bill ...	11/14/18	10222	Holloway Computers	Invoice 6881: scanner rpr...	-100.00
Bill ...	11/14/18	10223	Streamline	Website monthly fee - No...	-200.00
Bill ...	11/14/18	10224	Sun Realty	Repairs/maint./research f...	-1,800.00
Che...	11/15/18	10187	Boys & Girls Club - T...	CHC NO. 319 - TRIPLE P...	-9,187.50
Che...	11/15/18	10188	Community Health Sy...	CHC NO. 320 - INT. WO...	-26,250.00
Che...	11/15/18	10189	Fallbrook Citizens - F...	CHC NO. 321 - GANAS ...	-2,625.00
Che...	11/15/18	10190	Fallbrook Food Pantry	CHC NO. 322 - PREVEN...	-25,200.00
Che...	11/15/18	10191	Foundation for Senior...	CHC NO. 323 - SENIOR ...	-15,707.54
Che...	11/15/18	10192	Foundation for Senior...	CHC NO. 324 - SENIOR ...	-18,042.41
Che...	11/15/18	10193	Foundation for Senior...	CHC NO. 325 - DOOR T...	-13,366.16
Che...	11/15/18	10194	Foundation for Senior...	CHC NO. 326 - RESPITE...	-7,765.64
Che...	11/15/18	10195	Fallbrook Senior Citiz...	CHC NO. 328 - HOME D...	-19,687.50
Che...	11/15/18	10196	Fallbrook Smiles Proj...	CHC NO. 329 - FALLBR...	-18,768.75
Che...	11/15/18	10197	Fallbrook Union High ...	CHC NO. 330 - FALLBR...	-5,000.00
Che...	11/15/18	10198	Healthy Adventures F...	CHC NO. 331 - FALLBR...	-2,362.50
Che...	11/15/18	10199	Jeremiah's Ranch	CHC NO. 332 - JEREMIA...	-3,871.87
Che...	11/15/18	10200	Mental Health Syste...	CHC NO. 333 - FALLBR...	-2,427.86
Che...	11/15/18	10201	Michelle's Place	CHC NO. 334 - BREAST ...	-6,300.00
Che...	11/15/18	10202	Palomar Family Coun...	CHC NO. 335 - HEALTH...	-20,737.50
Che...	11/15/18	10203	Reins	CHC NO. 336 - BEHAVIO...	-17,062.50
Che...	11/15/18	10204	UCSD Eyemobile for ...	CHC 337 - UCSD EYEM...	-2,975.00
Che...	11/15/18	10186	Pamela Knox	REIMBURSEMENTS: We...	-135.93
Che...	11/15/18	10227	Mireya Banuelos	Reimbursement-11/14/18 ...	-96.09
Che...	11/16/18	10232	Joe Valerio	Reimbursement-mileage t...	-28.95

Type	Date	Num	Name	Memo	Amount
Bill ...	11/19/18	10228	Apple One Staffing	00102494-0000	-5,746.99
Bill ...	11/19/18	10229	Sun Realty	Repairs/maint. parts and l...	-807.05
Che...	11/19/18	10225		VOID: Printer error	0.00
Che...	11/19/18	10226		VOID: Printer error	0.00
Che...	11/19/18	10230	Pamela Knox	Reimburse - Medicare Oc...	-220.00
Bill ...	11/21/18	10231	Ebobisse, Solange	Stipend for intern for wee...	-300.00
Bill ...	11/21/18	10233	Ahrend Studios	11/14/18 Board Meeting; l...	-125.00
Bill ...	11/21/18	10234	AT&T 1636 E. Missio...	289713009	-176.24
Bill ...	11/21/18	10235	Aztec Cleaning & Mai...	Office cleaning - Inv. 055...	-180.00
Bill ...	11/21/18	10236	BEST BEST & KRIE...	Inv. 836333; Services thro...	-385.00
Bill ...	11/21/18	10237	CalPERS	1559595490	-1,358.78
Bill ...	11/21/18	10238	Fallbrook Wellness D...	Annual membership	-110.00
Bill ...	11/21/18	10239	Landscape One Inco...	Inv. 0004645-IN; 1636 E. ...	-1,501.00
Che...	11/28/18	10240	A+ Urgent Care, Inc.	November 2018 subsidy p...	-10,000.00
Che...	11/28/18	10241	Mireya Banuelos	Reimbursement-dental plan	-279.51
Bill ...	11/28/18	10242	AT&T	760-731-9187-555 4; 11/1...	-216.72
Bill ...	11/28/18	10243	Aztec Cleaning & Mai...	Office cleaning - Inv. 055...	-180.00
Bill ...	11/28/18	10244	Ebobisse, Solange	Stipend for intern for wee...	-400.00
Bill ...	11/28/18	10245	FPUD - 7720-001	7720-001	-157.45
Bill ...	11/28/18	10246	FPUD - 7721-000	7721-000	-51.04
Bill ...	11/28/18	10247	FPUD - Wellness Ce...	7720-002	-51.04
Bill ...	11/28/18	10248	FPUD - Wellness Ce...	7720-003	-237.30
Bill ...	11/28/18	10249	Konica Minolta Leasi...	061-0116888-000	-1,756.71
Bill ...	11/28/18	10250	SDG&E - East Missio...	5182 613 597 1	-541.83
Bill ...	11/28/18	10251	SDG&E FHD - 6994	40605976994	-688.90
Bill ...	11/28/18	10252	Touchbase	344664	-58.01
Bill ...	11/28/18	10253	Village News	1641	-1,100.00
Total 102.2 · Cash in Bank - Operating					-304,541.53
TOTAL					<u>-304,541.53</u>

<b>CHECKBOOK REPORT NOVEMBER 2018</b>
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**COMMUNITY INVESTMENT FUND NOVEMBER 2018:**

BEGINNING BALANCE:	\$ 9,701,387.34
FUNDS SPENT:	\$ 22,597.79
ENDING BALANCE:	\$ 9,678,789.55

(See attached report for itemized detail)

	Jul-18 \$ (43,927.86)
	Aug-18 \$ (30,039.87)
<b>QUARTERLY TOTAL DUE FOR REIMBURSEMENT: \$109,884.70</b>	Sep-18 \$ (35,916.97)
	Oct-18 \$ (32,190.78)
	Nov-18 \$ (22,597.79)

<b>TOTAL COMMUNITY INVESTMENT FUNDS SPENT SINCE FISCAL YEAR BEGAN 7/1/18:</b>	<b>\$ (164,673.27)</b>
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**OPERATIONS FUND OCTOBER 2018:**

BEGINNING BALANCE:	\$ 506,499.99
DEPOSITS:	\$ 10,816.80
BILL PMTS./PAYROLL EXPENSES/COMM. HEALTH CONTRACTS:	\$ 332,256.85
ENDING BALANCE:	\$ 185,059.94

(See attached report for itemized detail)

	Jul-18 \$ (370,272.10)
	Aug-18 \$ (99,993.15)
	Sep-18 \$ (101,671.24)
	Oct-18 \$ (103,733.35)
	Nov-18 \$ (332,256.85)

<b>TOTAL OPERATIONS FUNDS SPENT SINCE FISCAL YEAR BEGAN 7/1/18:</b>	<b>\$ (1,007,926.69)</b>
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**FALLBROOK REGIONAL HEALTH DISTRICT  
USES OF COMMUNITY INVESTMENT FUNDS  
11/1/18 - 11/30/18**

<b>COMMUNITY INVESTMENT BEGINNING BALANCE 11/1/18:</b>	<b>\$ 9,701,387.34</b>
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	Date	Name	Memo		Amount
<b>140 · Accounts Payable</b>					
	11/01/2018	Galvanized Strategies	Retainer - Community engagement services; Inv. 0000326	\$	3,000.00
	11/03/2018	Village News	Inv. 31900; Social media pkg. for Wellness Ctr.	\$	1,100.00
	11/06/2018	Aztec Cleaning & Maintenance	Office cleaning - Inv. 055768	\$	90.00
	11/07/2018	Holloway Computers	Invoice 6881: scanner rpr./meeting re: Wellness Ctr. cable and phone	\$	100.00
	11/07/2018	Firehawk	FIRE EXT ANNUAL INSPECTION. 2018	\$	86.75
	11/08/2018	AT&T 1636 E. Mission Rd.	Acct. 289713009; 1636 E. Mission Rd.	\$	176.24
	11/09/2018	Sun Realty	Repairs/maint./research for all 3 properties	\$	1,800.00
	11/13/2018	Aztec Cleaning & Maintenance	Office cleaning - Inv. 055769	\$	90.00
	11/16/2018	That's Great News	Plaque re: FRHD breaks ground; Inv 363020	\$	196.90
	11/20/2018	Aztec Cleaning & Maintenance	Office cleaning - Inv. 055770	\$	90.00
	11/21/2018	Landscape One Incorporated	Inv. 0004645-IN; 1636 E. Mission Road	\$	1,501.00
	11/23/2018	SDG&E - East Mission Road	Account No. 5182 613 597 1; 11/23/18 invoice	\$	541.83
	11/26/2018	FPUD - Wellness Center - 7720	Meter 14359987; Account No. 7720-002; 10/20-11/26/18	\$	51.04
	11/26/2018	FPUD - Wellness Center - 7720	Meter Serial No. 06707358; Acct. 007720-003; 10/20-11/26/18	\$	237.30
	11/27/2018	Aztec Cleaning & Maintenance	Office cleaning - Inv. 055771	\$	90.00
	11/28/2018	Landscape One Incorporated	Inv. 0004698-IN; 1636 E. Mission Road	\$	350.00
<b>Total 140 · Accounts Payable</b>					<b>\$ 9,501.06</b>
<b>150. · American Express</b>					
	11/08/2018	Amazon.com	2 American flags w/poles for Wellness Center	\$	277.85
<b>Total 150.2 - American Express 42005</b>					<b>\$ 277.85</b>
<b>215 · District Wellness Initiatives</b>					
	11/29/2018	Fitness Moves	4 Chair Yoga classes @ \$60/class	\$	240.00
<b>Total 215 · District Wellness Initiatives</b>					<b>\$ 240.00</b>
<b>530 · Blue Zone Designation</b>					
	11/01/2018	Galvanized Strategies	Retainer - Community engagement services; Inv. 0000326	\$	3,000.00
<b>Total 530 · Blue Zone Designation</b>					<b>\$ 3,000.00</b>
<b>570.25.06 · Independent Contract Services</b>					
	11/01/2018	Ebobisse, Solange	Stipend for week ending 11/2/18	\$	400.00
	11/07/2018	Apple One Staffing	Project Admin/Support; Inv. 01-5047776 (Frauke/Joe)	\$	2,009.23
	11/08/2018	Ebobisse, Solange	Weekly stipend for intern; week ending 11/9/18	\$	400.00
	11/14/2018	Apple One Staffing	Project Admin/Support; Inv. 01-5054181	\$	1,947.70
	11/15/2018	Ebobisse, Solange	Intern stipend for week ending 11/16/18	\$	400.00
	11/21/2018	Ebobisse, Solange	Stipend for intern for week ending 11/23/18 (Thanksgiving holiday)	\$	300.00
	11/21/2018	Apple One Staffing	Project Admin/Support; Inv. 01-5062331	\$	1,585.91
	11/28/2018	Ebobisse, Solange	Stipend for intern for week ending 11/30/18	\$	400.00
	11/28/2018	Apple One Staffing	Project Admin/Support; Inv. 01-5062331	\$	1,068.02
<b>Total 570.25.06 · Independent Contract Services</b>					<b>\$ 9,578.88</b>
<b>NOVEMBER 2018 TOTAL:</b>					<b>\$ 22,597.79</b>
<b>COMMUNITY INVESTMENT ENDING BALANCE 11/30/18:</b>					<b>\$ 9,678,789.55</b>

**FALLBROOK REGIONAL HEALTH DISTRICT  
OPERATIONS ACCOUNT  
As of November 30, 2018**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>102.2 - Cash in Bank - Operating</b>							506,499.99
Bill Pmt -C...	11/02/18	10172	Aztec Cleaning & M...	Office cleanin...		180.00	506,319.99
Bill Pmt -C...	11/02/18	10173	Fitness Moves	5 Chair Yoga ...		300.00	506,019.99
Bill Pmt -C...	11/02/18	10174	Galvanized Strategi...	Retainer - Co...		6,000.00	500,019.99
Bill Pmt -C...	11/02/18	10175	L & M Enterprises, I...	October book...		4,792.50	495,227.49
Bill Pmt -C...	11/02/18	10176	Landscape One Inc...	Inv. 0004626-...		350.00	494,877.49
Bill Pmt -C...	11/02/18	10177	SDG&E - East Missi...	5182 613 597 1		808.79	494,068.70
Bill Pmt -C...	11/02/18	10178	Village News	1641		259.00	493,809.70
Deposit	11/05/18		CSDA-State	1589	50.00		493,859.70
Bill Pmt -C...	11/05/18	10179	24 Hour Fire Protect...	Inv. 3995845;...		376.59	493,483.11
Bill Pmt -C...	11/05/18	10180	American Express - ...	0-41007		1,287.11	492,196.00
Bill Pmt -C...	11/05/18	10181	Ebobisse, Solange	Weekly stipen...		400.00	491,796.00
Bill Pmt -C...	11/05/18	10182	Iron Mountain-153	CHSRM		1,849.23	489,946.77
Bill Pmt -C...	11/05/18	10183	Iron Mountain SX-302	SX302/Fallbro...		916.96	489,029.81
Bill Pmt -C...	11/05/18	10184	Quest Diagnostics	Inv. 91789790...		480.00	488,549.81
Bill Pmt -C...	11/05/18	10185	Rainbow Sign Co.	Wellness Cen...		684.00	487,865.81
Deposit	11/05/18			Deposit	4,800.00		492,665.81
Check	11/07/18	10205	UCSD Eyemobile fo...	2017/18 CHC ...		2,500.00	490,165.81
Check	11/07/18	10206	Healthy Adventures ...	2017/18 CHC ...		2,250.00	487,915.81
General Jo...	11/07/18	11-30		Reverse #942...	2,500.00		490,415.81
General Jo...	11/07/18	11-31		Reverse #977...	2,250.00		492,665.81
Bill Pmt -C...	11/09/18	10207	Ascent Elevator Ser...	Elevator servi...		191.00	492,474.81
Bill Pmt -C...	11/09/18	10208	AT&T U-Verse - co...	146524365		55.00	492,419.81
Bill Pmt -C...	11/09/18	10209	Aztec Cleaning & M...	Office cleanin...		180.00	492,239.81
Bill Pmt -C...	11/09/18	10210	Greene & Roberts L...	Inv. 15037		16,227.74	476,012.07
Bill Pmt -C...	11/09/18	10211	Kathleen Bogle	October acco...		850.00	475,162.07
Bill Pmt -C...	11/09/18	10212	Palomar Mountain P...	45919		42.86	475,119.21
Bill Pmt -C...	11/09/18	10213	Ramirez Landscapin...	October lands...		400.00	474,719.21
Bill Pmt -C...	11/09/18	10214	Scott & Jackson Esq.	Professional s...		13,037.50	461,681.71
Bill Pmt -C...	11/09/18	10215	Termin-8 Pest Control			250.00	461,431.71
Bill Pmt -C...	11/14/18	10216	Apple One Staffing	00102494-0000		2,009.23	459,422.48
Bill Pmt -C...	11/14/18	10217	Aztec Cleaning & M...	Office cleanin...		180.00	459,242.48
Bill Pmt -C...	11/14/18	10218	Ebobisse, Solange	Intern stipend...		400.00	458,842.48
Bill Pmt -C...	11/14/18	10219	Employment Develo...	Ltr. ID L0381...		656.00	458,186.48
Bill Pmt -C...	11/14/18	10220	Firehawk	FIRE EXT AN...		86.75	458,099.73
Bill Pmt -C...	11/14/18	10221	Glennie's Office Pro...	6493		214.00	457,885.73
Bill Pmt -C...	11/14/18	10222	Holloway Computers	Invoice 6881: ...		100.00	457,785.73
Bill Pmt -C...	11/14/18	10223	Streamline	Website mont...		200.00	457,585.73
Bill Pmt -C...	11/14/18	10224	Sun Realty	Repairs/maint...		1,800.00	455,785.73
Check	11/15/18	10187	Boys & Girls Club - ...	CHC NO. 319...		9,187.50	446,598.23
Check	11/15/18	10188	Community Health ...	CHC NO. 320...		26,250.00	420,348.23
Check	11/15/18	10189	Fallbrook Citizens - ...	CHC NO. 321...		2,625.00	417,723.23
Check	11/15/18	10190	Fallbrook Food Pantry	CHC NO. 322...		25,200.00	392,523.23
Check	11/15/18	10191	Foundation for Seni...	CHC NO. 323...		15,707.54	376,815.69
Check	11/15/18	10192	Foundation for Seni...	CHC NO. 324...		18,042.41	358,773.28
Check	11/15/18	10193	Foundation for Seni...	CHC NO. 325...		13,366.16	345,407.12
Check	11/15/18	10194	Foundation for Seni...	CHC NO. 326...		7,765.64	337,641.48
Check	11/15/18	10195	Fallbrook Senior Citi...	CHC NO. 328...		19,687.50	317,953.98
Check	11/15/18	10196	Fallbrook Smiles Pr...	CHC NO. 329...		18,768.75	299,185.23
Check	11/15/18	10197	Fallbrook Union Hig...	CHC NO. 330...		5,000.00	294,185.23
Check	11/15/18	10198	Healthy Adventures ...	CHC NO. 331...		2,362.50	291,822.73
Check	11/15/18	10199	Jeremiah's Ranch	CHC NO. 332...		3,871.87	287,950.86
Check	11/15/18	10200	Mental Health Syste...	CHC NO. 333...		2,427.86	285,523.00
Check	11/15/18	10201	Michelle's Place	CHC NO. 334...		6,300.00	279,223.00
Check	11/15/18	10202	Palomar Family Cou...	CHC NO. 335...		20,737.50	258,485.50
Check	11/15/18	10203	Reins	CHC NO. 336...		17,062.50	241,423.00
Check	11/15/18	10204	UCSD Eyemobile fo...	CHC 337 - U...		2,975.00	238,448.00
Check	11/15/18	10186	Pamela Knox	REIMBURSE...		135.93	238,312.07
Check	11/15/18	10227	Mireya Banuelos	Reimburseme...		96.09	238,215.98
General Jo...	11/15/18	11-2	Bobbi Palmer	SALARY: Pal...		5,506.88	232,709.10
General Jo...	11/15/18	11-6	Pamela Knox	SALARY: Knox		1,289.84	231,419.26
General Jo...	11/15/18	11-8	Mireya Banuelos	SALARY: Ban...		1,371.86	230,047.40
General Jo...	11/15/18	11-4	Linda Bannerman	SALARY: Ban...		1,420.47	228,626.93
General Jo...	11/15/18	11-15		Payroll Tax C...		624.42	228,002.51
General Jo...	11/15/18	11-16		IRS Tax Pay...		2,406.23	225,596.28
Deposit	11/16/18			Deposit	1,216.80		226,813.08
Check	11/16/18	10232	Joe Valerio	Reimburseme...		28.95	226,784.13
Bill Pmt -C...	11/19/18	10228	Apple One Staffing	00102494-0000		5,746.99	221,037.14

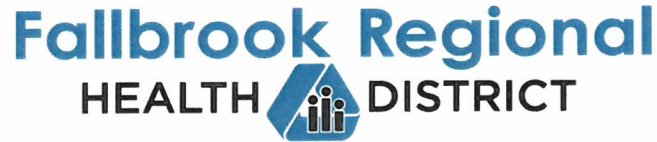
**FALLBROOK REGIONAL HEALTH DISTRICT  
OPERATIONS ACCOUNT**

As of November 30, 2018

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt -C...	11/19/18	10229	Sun Realty	Repairs/maint...		807.05	220,230.09
Check	11/19/18	10225		VOID: Printer...	0.00		220,230.09
Check	11/19/18	10226		VOID: Printer...	0.00		220,230.09
Check	11/19/18	10230	Pamela Knox	Reimburse - ...		220.00	220,010.09
Bill Pmt -C...	11/21/18	10231	Ebobisse, Solange	Stipend for int...		300.00	219,710.09
Bill Pmt -C...	11/21/18	10233	Ahrend Studios	11/14/18 Boar...		125.00	219,585.09
Bill Pmt -C...	11/21/18	10234	AT&T 1636 E. Missi...	289713009		176.24	219,408.85
Bill Pmt -C...	11/21/18	10235	Aztec Cleaning & M...	Office cleanin...		180.00	219,228.85
Bill Pmt -C...	11/21/18	10236	BEST BEST & KRIE...	Inv. 836333; ...		385.00	218,843.85
Bill Pmt -C...	11/21/18	10237	CalPERS	1559595490		1,358.78	217,485.07
Bill Pmt -C...	11/21/18	10238	Fallbrook Wellness ...	Annual memb...		110.00	217,375.07
Bill Pmt -C...	11/21/18	10239	Landscape One Inc...	Inv. 0004645-...		1,501.00	215,874.07
Check	11/28/18	10240	A+ Urgent Care, Inc.	November 20...		10,000.00	205,874.07
Check	11/28/18	10241	Mireya Banuelos	Reimburseme...		279.51	205,594.56
Bill Pmt -C...	11/28/18	10242	AT&T	760-731-9187...		216.72	205,377.84
Bill Pmt -C...	11/28/18	10243	Aztec Cleaning & M...	Office cleanin...		180.00	205,197.84
Bill Pmt -C...	11/28/18	10244	Ebobisse, Solange	Stipend for int...		400.00	204,797.84
Bill Pmt -C...	11/28/18	10245	FPUD - 7720-001	7720-001		157.45	204,640.39
Bill Pmt -C...	11/28/18	10246	FPUD - 7721-000	7721-000		51.04	204,589.35
Bill Pmt -C...	11/28/18	10247	FPUD - Wellness C...	7720-002		51.04	204,538.31
Bill Pmt -C...	11/28/18	10248	FPUD - Wellness C...	7720-003		237.30	204,301.01
Bill Pmt -C...	11/28/18	10249	Konica Minolta Leas...	061-0116888-...		1,756.71	202,544.30
Bill Pmt -C...	11/28/18	10250	SDG&E - East Missi...	5182 613 597 1		541.83	202,002.47
Bill Pmt -C...	11/28/18	10251	SDG&E FHD - 6994	40605976994		688.90	201,313.57
Bill Pmt -C...	11/28/18	10252	Touchbase	344664		58.01	201,255.56
Bill Pmt -C...	11/28/18	10253	Village News	1641		1,100.00	200,155.56
General Jo...	11/30/18	11-10	Gordon Tinker	STIPEND: Tin...		461.75	199,693.81
General Jo...	11/30/18	11-11	Howard Salmon	STIPEND: Sa...		461.75	199,232.06
General Jo...	11/30/18	11-3	Bobbi Palmer	SALARY: Pal...		5,506.88	193,725.18
General Jo...	11/30/18	11-13	Barbara Mroz	STIPEND-Mroz		461.75	193,263.43
General Jo...	11/30/18	11-14	William Leach	STIPEND: Le...		369.40	192,894.03
General Jo...	11/30/18	11-7	Pamela Knox	SALARY: Knox		1,289.87	191,604.16
General Jo...	11/30/18	11-9	Mireya Banuelos	SALARY: Ban...		1,371.88	190,232.28
General Jo...	11/30/18	11-5	Linda Bannerman	SALARY: Ban...		1,420.46	188,811.82
General Jo...	11/30/18	11-12	Stephen Abbott	STIPEND: Ab...		369.40	188,442.42
General Jo...	11/30/18	11-17		Payroll Tax C...		624.41	187,818.01
General Jo...	11/30/18	11-18		IRS Tax Pay...		2,758.07	185,059.94
Total 102.2 - Cash in Bank - Operating					10,816.80	332,256.85	185,059.94
<b>TOTAL</b>					<b>10,816.80</b>	<b>332,256.85</b>	<b>185,059.94</b>







**MINUTES**

**FINANCE COMMITTEE OF THE WHOLE  
Wednesday, December 5, 2018 at 5:00 P.M.  
Community Meeting Room, 1636 E. Mission Road, Fallbrook CA 92028**

Committee Members in Attendance: Finance Committee of the Whole, Barbara Mroz, Chair  
Staff Members: Chief Executive Officer Bobbi Palmer & Administrative Assistant Linda Bannerman  
Accountant: Kathy Bogle Bookkeeper: Wendy Lyon  
Attending via Teleconference: Legal Counsel Blaise Jackson

1. Call to Order/Roll Call  
Chair Barbara Mroz called the meeting to order at 5:07 p.m.
2. Public Comments  
None
3. Review of Financial Statements for October 2018
  - 1) Balance Sheet Comparison of October 2018 to September 2018
  - 2) Income Statement for the Month Ended October 31, 2018 & Fiscal Year to Date
  - 3) Profit & Loss Actual vs Budget – July 2018 through October 2018
  - 4) Profit & Loss Budget Overview July 2018 through June 2019  
The above listed financial statements through October 31, 2018 were reviewed and found to be consistent and sound.
  - 5) Local Agency Investment Fund (LAIF) Statement – October 2018  
The account balance through October 2018 was \$1,480,560.
  - 6) CalTRUST Statement – October 2018  
The account balance through October 2018 was \$6,748,516.
  - 7) Property Tax Revenue – Fiscal Year to Date  
Fiscal Year-to-Date the balance received from property taxes was \$151,112.
  - 8) Check Detail Report – October 2018
  - 9) Checkbook Report – October 2018  
The above listed reports are included for transparency purposes.
4. Discussion Items
  - 1) Review proposal from National Demographics Corporation  
The proposal from this corporation would provide needed mapping services for the redistricting of FRHD. Following review, it was recommended that this proposal be brought to the full board at the next regular meeting with recommendation for approval.
  - 2) Review bids for roof repairs for the Alvarado Street and Brandon Road and Wellness Center properties – Roy Moosa, Property Manager

Mr. Moosa discussed the three District properties with roof leaks. He was asked to attend the December regular board meeting to provide this information to the full board. Legal Counsel noted the need for a public bidding process on construction/repairs exceeding \$25,000 and was also asked to address this at the December 12<sup>th</sup> meeting.

Mr. Moosa said the fence gate will be installed very soon at The Wellness Center. In addition, there has been damage in the urgent care building from the roof leaks and a large pot hole continues to be problematic.

- 3) Review extension of the monthly subsidy for Med+ Urgent Care  
The Finance Committee recommended this item be considered by the full board at the December meeting. A 90-day extension was recommended at this time.
- 4) Review extension of contracted services for accounting/bookkeeping  
Chair Mroz asked both the accountant and bookkeeper to bring extensions to their contracts for services to the December 12<sup>th</sup> meeting for consideration by the full board.
- 5) Review of staff salary increases  
Chair Mroz said this will be an item for action by the full board at the regular meeting on December 12.
- 6) Update designation of individuals authorized to deposit or withdraw funds in LAIF account  
It was recommended that any board member no longer serving on the board following the election process and having such authorization have their authorization to deposit or withdraw funds in the LAIF account rescinded. New individuals will be authorized by the Board President after the next regular meeting.
- 7) Recommendation from accountant for amount transferred quarterly from LAIF account to Citibank account  
This item will be considered by the full board on December 12<sup>th</sup>.
- 8) Centraforce 2019 bridge contract proposal  
Centraforce has proposed an extension to their contract from Jan. 1 – June 30, 2019 for \$40,000. Chair Mroz requested that this be placed on the agenda for the regular board meeting on December 12.

5. Adjournment

There being no further business, the meeting was adjourned at 5:25 p.m.

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Barbara Mroz, Chair  
Finance Committee



# Fallbrook Regional HEALTH DISTRICT

## MINUTES

### FALLBROOK REGIONAL HEALTH DISTRICT REGULAR BOARD MEETING

Wednesday, December 12, 2018, 6:00 p.m.

**NEW MEETING LOCATION**

Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook

**A. CALL MEETING TO ORDER – PLEDGE OF ALLEGIANCE**

General Counsel Blaise Jackson called the meeting to order at 6:01 p.m. and led the Pledge of Allegiance.

**B. OATH OF OFFICE ADMINISTERED TO DIRECTORS – Blaise Jackson, General Counsel**

Karen “Kate” Schwartz-Frates	4-year term	December 2018 to December 2022
Jennifer Jeffries	4-year term	December 2018 to December 2022
Howard Salmon	4-year term	December 2018 to December 2022

Counsel proceeded to administer the Oath of Office to newly elected members of the Board of Directors Karen “Kate” Schwartz-Frates, Jennifer Jeffries and re-elected member Howard Salmon. Each will serve a 4-year term (December 2018 – December 2022).

**C. OFFICERS AND COMMITTEES OF THE BOARD**

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

Counsel Jackson presided over the nominations for the office of President. A motion and second is required (more than one nomination can be made until there are no more nominations and the nominations are closed) and followed by a roll call vote.

**Motion:** It was moved by Director Mroz, seconded by Director Schwartz-Frates to nominate Howard Salmon to serve as President for the ensuing year. There were no other nominations and the nominations were closed.

**Action:** Roll Call Vote – Director Mroz: Aye; Director Schwartz-Frates – Aye; Director Jeffries – Aye; Director Leach – Aye. And Director Salmon – Abstain.

**Motion Carried:** 4-0 with 1 Abstention.

Vice President

President Salmon called for nominations for the office of Vice-President.

**Motion:** It was moved by President Salmon, seconded by Director Jeffries to nominate Director Mroz to serve as Vice-President. There were no other nominations and the nominations were closed.

**Action:** Roll Call Vote; Director Schwartz-Frates – Aye; Director Jeffries – Aye, Director Salmon – Aye; Director Leach – Aye and Director Mroz abstained.

**Motion carried.** 4-0 with 1 Abstention.

Secretary

President Salmon called for nominations for the office of Secretary.

**Motion:** It was moved by Director Schwartz-Frates and seconded by Director Jeffries to nominate Director Leach to serve as Secretary. There were no other nominations and the nominations were closed.

**Action:** Roll Call Vote; Director Mroz – Aye; Director Schwartz-Frates – Aye; Director Jeffries – Aye; Director Salmon – Aye and Director Leach – Abstained

**Motion carried:** 4-0 with 1 abstention.

C2. Appointment of the Treasurer (President)

President Salmon said the Bylaws require that the President appoint a Treasurer and he appointed Director Jeffries to serve as Treasurer for the ensuing year.

C3. Committee Assignment(s)

President Salmon said the committees of the board are as follows:

Facilities

Public Engagement

Strategic Planning (of the Whole?)

Finance Committee of the Whole

He then made the following appointments:

Facilities Committee: Directors Leach & Jeffries

Public Engagement: Directors Schwartz-Frates and Mroz

Strategic Planning: (of the whole?)

Finance Committee: All members of the Board

President Salmon said he is still considering assignments to committees and the above could change.

**D. ADDITIONS TO AGENDA**

No additions were requested, however legal counsel said Agenda Item H10 could be deleted from this meeting as it was prepared in advance in the event changes to the date, time, and place for regular meetings might change and requires a resolution. He said it is likely premature for this to be determined at this meeting.

**E. BOARD MEMBER AND PUBLIC COMMENTS**

President Salmon said two members of the public had completed cards to address the Board of Directors.

Jeanne Meadow congratulated the new board and those continuing to serve. She said she has lived in Fallbrook over ten years. She said she has been a licensed forensics examiner and her goal is to help the Board. She said she had three topics to address:

North County Fire Protection District (NCFPD)

She said NCFPD had recently published the poor condition of their fire stations and she said she and her husband visited them and found it to be true. She invited members of the Board to visit for themselves.

The Wellness Advisory Committee

She expressed concern regarding this committee and representation from the public on the committee. Transparency.

She expressed concern regarding the District website and transparency in all areas. She offered her assistance to the District.

Tom Frew congratulated the newly elected and serving board members. He said the National Demographics Corporation is currently working with local school districts regarding redistricting efforts and he urged the Fallbrook Regional Health District (FRHD) to do the same.

Jennifer Jeffries thanked the team at FRHD and legal counsel for excellence in providing the needed information to new board members as they assume office.

#### F. CONSENT ITEMS

- F1. Approval of October 2018 Financial Statements
- F2. Minutes of November 7, 2018 Finance Committee Meeting
- F3. Minutes of November 8, 2018 Special Board Meeting
- F4. Minutes of November 14, 2018 Regular Board Meeting
- F5. Minutes of November 16, 2018 Special Board Meeting

There was no request to pull any consent item for further discussion.

**Motion;** It was moved by Director Jeffries, seconded by Director Mroz to approve the above listed Consent Items as presented.

**Motion carried.** 5-0

#### G. REPORTS

- G1. Finance Committee – Committee of the Whole, Chair: Director Mroz  
Finance Committee Chair Barbara Mroz presented the report for the meeting of December 5, 2018. She said the financial statements through October 31 were reviewed and found to be consistent and sound. The balance in the Local Agency Investment Fund (LAIF) account was \$1,480,560 and \$6,748,516 in the CalTRUST account through October 31, 2018. Property tax revenue fiscal year-to-date was \$151,112. There was review of the proposal from National Demographics Corporation for redistricting services and the Finance Committee recommended the proposal be considered for approval by the full board at the December 12, 2018 regular meeting. There was discussion regarding the need for either roof repair or replacement at three locations (The Wellness Center, Administrative Office and Alvarado Street property). In addition, there was review of extensions for services with MedPlus Urgent Care and the District Accountant and Bookkeeper. Staff salary increases were also discussed. It was recognized that with a new board, it will be necessary to designate individuals authorized to deposit or withdraw funds in the LAIF account, as well as a recommendation from the Accountant for an amount to be transferred quarterly from LAIF to the operations account. Lastly, Centraforce submitted a proposed 2019 bridge contract for consideration. Most of these items will be considered by the full board at the next regular meeting.

Barbara said it has been a pleasure serving at the Treasurer.

- G2. Gov't/Public Relation/Community Relations Committee  
No report
- G3. Facilities/Strategic Planning Committee  
No report
- G4. Chief Executive Officer – Bobbi Palmer MBA MSW  
CEO Bobbi Palmer said for this month she asked staff to provide an update known as the T.E.A.S. Report (Team Efforts, Achievements and Successes) which was originated and compiled by Wendy Lyon, Bookkeeper.  
(See attached report)

- G5. General Counsel – Blaise Jackson  
 Counsel reviewed the history of responsibility for medical records from Fallbrook Hospital. Community Health Systems (CHS), the entity operating the hospital from November of 1998 to its closure, had been facilitating medical records requests. They are no longer doing that, and Counsel has been helping to facilitate the process. Once the procedures are in place, it will be brought to the Board for approval and staff will handle most of the requests with the help of legal when needed, e.g. subpoenas. Mr. Jackson said the remainder of his comments would be confined to some Action/Discussion items and Closed Session.

## H. DISCUSSION/ACTION ITEMS

- H1. Retention Items – Authorization to Destroy Outdated Records (Gov Code 34090, Per Board Resolution 393)\*\*  
**Motion:** It was moved by Director Jeffries, seconded by Director Mroz, to authorize destruction of outdated District and hospital records.  
 Discussion ensued. CEO Bobbi Palmer explained the process and Linda Bannerman provided additional information.  
**Motion carried:** 5-0
- H2. Consideration of proposal from National Demographics Corporation/Election Transition. Legal Counsel said he had solicited this proposal to assist the District in the process of redistricting FRHD prior to the 2020 election. This Corporation has an excellent reputation and the cost proposal is well within the standard range. Legal Counsel recommended approval of this proposal. Counsel stated that attendance by the public was typically greater after proposed maps are developed. He noted that representatives from National Demographics Corporation are available to attend the District's next regular board meeting on January 9, 2019. Further discussion ensued regarding optional elements in the proposal.  
**Motion:** It was moved by Director Leach, seconded by Director Mroz to approve the proposal from National Demographics Corporation as presented at this time for a figure not to exceed \$28,500 (the basic fee and three other meetings at \$2,000 each) and the option to add additional services as needed.  
**Motion carried:** 5-0
- H3. Review bids for roof repairs for the Alvarado Street and Brandon Road and Wellness Center properties – Roy Moosa, Property Manager  
 Roy Moosa discussed the existing roof leaks at three properties owned by FRHD: The Wellness Center (Health Under One Roof building), the FRHD administrative office on S. Brandon Street, and the MedPlus Urgent Care building on East Alvarado. Bids had previously been received for repairs to replacements ranging from \$17,800 - \$65,000 for just one of the buildings. Those were received prior to the question being raised about whether it had been clear that "at prevailing wages" was required. If prevailing wages are required, bids for roof repair for each of the buildings would likely exceed \$25,000. Mr. Moosa asked for clarification.  
 Legal Counsel stated that under the Health & Safety Code (32132), construction and repair services with a value of \$25,000 or more must go through a public bidding

process, with a notice inviting bids from public contractors and sealed bids are then submitted. The purpose for this is to assure that each and every bid is speaking to the same process. Prevailing wages are required for public agencies. Therefore, no action can be taken on this agenda item at this time. It will require plans and specifications prior to the bidding process.

Further discussion ensued. Given it is the time of year when we typically experience rain, there was concern that perhaps repairs can be made in the interim for an amount under \$25,000.

**Motion:** It was moved by Director Jeffries, seconded by Director Leach to direct the property manager to pursue roof repair services at prevailing wage rates for each of the buildings with roof leaks, not to exceed \$25,000 per building.

**Motion carried.** 4-0 (Director Mroz had temporarily left the room)

**Motion:** It was moved by Director Leach, seconded by Director Schwartz-Frates to direct staff to prepare an RFP for an architect or engineer to develop plans and specifications for roof replacement for each of the buildings with roof leaks.

**Motion carried:** 4-0 (Director Mroz had temporarily left the room)

Mr. Moosa noted that there are repairs needed at MedPlus Urgent Care as a result of the roof leaks; specifically carpet and cabinet replacement. Discussion ensued.

**Motion:** It was moved by Director Salmon, seconded by Director Mroz to replace as needed the carpet and cabinetry damaged by leaks at the MedPlus Urgent Care following repair of the leaks.

**Motion carried:** 5-0

Mr. Moosa said there are additional issues with The Wellness Center property including water collecting in specific areas on the property and the matter of addressing a zoning change for the property. These matters will be further addressed at the Board Workshop on Saturday, January 12, 2019.

H4. Consideration of extension of support for extended hours for Med+ Urgent Care

**Motion:** It was moved by Director Jeffries, seconded by Director Mroz to approve a 90-day extension to the agreement with MedPlus Urgent Care.

Discussion ensued. Director Mroz provided a history of the District's support for urgent care services following the closure of Fallbrook Hospital. Legal Counsel said the support was originally for a one-year period and has been extended since that time. CEO Palmer stated that the last Municipal Services Review by LAFCO had strongly recommended support for emergency/urgent care with the closure of the hospital. Further discussion ensued regarding the need for additional information from the urgent care provider regarding when will the support no longer be needed.

**Motion carried:** 5-0

There was consensus by the Board to have further discuss regarding this matter at the Board Workshop on January 12<sup>th</sup>. President Salmon said he wants to add discussion of the provision of transportation services through LYFT at the Workshop as well.



- H5. Consideration of extension of contracted services for accounting/bookkeeping. Director Mroz said the Finance Committee had recommended extension of the contracts for both the accountant and bookkeeper  
**Motion:** It was moved by Director Mroz, seconded by Director Schwartz-Frates, to extend the agreement with Accountant Kathy Bogle for a period of up to six months or until a replacement has been approved.  
**Motion carried:** 5-0  
**Motion:** It was moved by Director Jeffries, seconded by Director Leach to approve the 1<sup>st</sup> Amendment to the contract with Wendy Lyon for bookkeeping services, extending the contract for two-year period at a rate of \$50.00 per hour.  
**Motion carried:** 5-0
- H6. Review of staff salary increases  
 CEO Bobbi Palmer said the District's three employees, Linda Bannerman, Pamela Knox and Mireya Banuelos received their evaluations and she had recommended a 5-7 percent increase. Accountant Kathy Bogle recommended 10 percent increases for Ms. Bannerman and Ms. Knox and a 5 percent increase for Ms. Banuelos since she had not been here for a year. It was noted that Ms. Bannerman and Ms. Knox had not received an evaluation or increase for two and one-half years. Discussion ensued. CEO Bobbi Palmer recommended that Ms. Banuelos be evaluated in 60 days when her first year has been completed in order to be equitable. Discussion ensued.  
**Motion:** It was moved by Director Leach, seconded by Director Jeffries, to approve the 10 percent increase for Linda Bannerman and Pamela Knox, effective January 1, 2019 and wait to evaluate Mireya Banuelos for 60 days when her first year is completed.  
**Motion carried:** 5-0
- H7. Update designation of individuals authorized to deposit or withdraw funds in LAIF account  
 Discussion ensued regarding current designated signers.  
**Motion:** It was moved by Director Salmon, seconded by Director Mroz to remove former Director Gordon Tinker as a designated signer since he is no longer on the Board.  
**Motion carried:** 5-0  
 Designated signers will be appointed by President Salmon at a future date.
- H8. Recommendation from accountant for amount transferred quarterly from LAIF account to Citibank account  
 CEO Bobbi Palmer said the District will be moving its operating account to another bank and the January Finance Committee will interview proposals. The accountant said that expenses related to the funds obtained through the sale of the former E. Elder Street property were placed in either the LAIF or CalTRUST.  
**Motion:** It was moved by Director Mroz, seconded by Director Jeffries that funds will be transferred on a quarterly basis from either the LAIF or CalTRUST accounts to the Operating Account based on monies spent from the Operating Account for the Community Investment Fund and will be equal to the amount itemized on the Checkbook Report.

After further discussion, the following motion was made.

**Motion:** It was moved by Director Mroz, seconded by Director Jeffries to table this discussion to the regular meeting in January 2019.

**Motion carried.** 5-0

H9. Consideration of Centraforce 2019 bridge contract proposal.

**Motion:** It was moved by Director Salmon, seconded by Director Schwartz-Frates to table this item to the January 12<sup>th</sup> Workshop.

**Motion carried.** 5-0

H10. Consideration of Resolution memorializing Board Officers and Setting Date, Time and Place for Regular Board Meetings 2019

This item was removed from this meeting's agenda and can be considered at a future meeting if needed.

#### I. ITEMS FOR SUBSEQUENT MEETINGS

I1. Other Director/Staff discussion items

I1a. Item(s) for future board agendas

I1b. Announcements of upcoming events:

- **NCCCHI** meeting – 1<sup>st</sup> Wednesday, **January 2**, 2:00-2:30pm, Fallbrook Wellness Center, Health Under One Roof, Rm 2, 1636 E. Mission Rd. Fallbrook
- **Finance Committee of the Whole** meeting – 1<sup>st</sup> Wednesday, **January 2**, 5:00pm, Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd. Fallbrook
- **Woman of Wellness** meeting – 1<sup>st</sup> Thursday, **January 3**, 6pm – Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook
- **Wellness Advisory Committee** meeting – 2<sup>nd</sup> Wednesday, **January 9**, 5:00-6:00pm, Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook
- **Board of Directors Workshop** – Saturday, **January 12**, 8:00am – Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook
- **Community Collaborative for Health & Wellness Committee (CCH&W)** meeting – 3<sup>rd</sup> Wednesday, **January 16**, 9:00-10:30am, Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook

I2. **Next Regular Board meeting** – Wednesday, **January 9**, 6:00pm, Fallbrook Wellness Center, Community Room, 1636 E. Mission Rd., Fallbrook

The board adjourned to a break at 8:22 p.m. to be followed by Closed Session.

#### J. CLOSED SESSION

J1. Personnel Matters Pursuant to Government Code Section 54957 – Annual Evaluation of Chief Executive Officer.

J2. Conference with Legal Counsel Concerning Exposure to Litigation Per Government Code Section 54956.9(d)(2) – one case.

#### K. RETURN TO OPEN SESSION – Report of Action taken in Closed Session (if any).

K1. The Board took no action on item J1.

K2. The Board unanimously directed Counsel to take appropriate action with respect to the item of Potential litigation.

**L. ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:12 p.m.

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Howard Salmon, President

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Board Secretary/Clerk

DRAFT

## REPORTS

**REPORTS**  
Legislative Communication

## Chair

Jo MacKenzie, Director  
Vista Irrigation District

## NOTICE OF REVIEW

RECEIVED  
12/10/18

## Vice Chair

Ed Sprague, Director  
Olivenhain Municipal Water

## PROPOSED FEE SCHEDULE UPDATE Comment Deadline: Monday, January 21, 2019

## Members

Catherine Blakespear, Mayor  
City of Encinitas

Bill Horn, Supervisor  
County of San Diego

Dianne Jacob, Supervisor  
County of San Diego

Andrew Vanderlaan  
Public Member

Bill Wells, Mayor  
City of El Cajon

Lorie Zapf, Councilmember  
City of San Diego

The San Diego Local Agency Formation Commission (LAFCO) invites all interested parties and individuals to review and provide written comments on a proposed fee schedule update through January 21, 2019. Three substantive changes underlie the proposed update and involves transitioning the fee schedule emphasis from variable charges based on acreage to fixed charges based on proposal type, establishing a municipal service review maintenance fee, and revising fee reduction and waiver allowances. The substantive effect of the proposed update is the overall levelling of fees in step with synching to current review standards and proportionally improving cost-recovery.

## Alternate Members

Lorie Bragg, Councilmember  
City of Imperial Beach

Chris Cate, Councilmember  
City of San Diego

Greg Cox, Supervisor  
County of San Diego

A complete discussion of the proposed fee schedule update is available online ([www.sdlafco.org](http://www.sdlafco.org)) by reviewing Agenda Item No. 14 from LAFCO's December 3, 2018 meeting. Written comments received on the proposed update by the January 21<sup>st</sup> deadline will be incorporated into the preparation of a final version that is expected to be presented for adoption by LAFCO at its February 4, 2019 meeting. Comments are also welcomed at the hearing, which will be separately noticed.

Judy Hanson, Director  
Leucadia Wastewater District

Harry Mathis  
Public Member

All comments and questions on the proposed update should be directed to Keene Simonds at [keene.simonds@sdcounty.ca.gov](mailto:keene.simonds@sdcounty.ca.gov) or 858-614-7755.

## Executive Officer

Keene Simonds

## Counsel

Michael G. Colantuono

**REPORTS**  
Communication Only

# Fallbrook Regional HEALTH DISTRICT

138 S. Brandon Road • Fallbrook, CA 92028  
760-731-9187 • Fax 760-731-9131

## NEWS RELEASE FOR IMMEDIATE RELEASE

News from: Fallbrook Regional Health District  
138 S. Brandon Road, Fallbrook, CA 92028  
P.O. Box 2587, Fallbrook, CA 92088

Contact: Pamela Knox, Special Events Coordinator  
Office: 760-731-9187 Fax: 760-731-9131  
[pknox@fallbrookhealth.org](mailto:pknox@fallbrookhealth.org)

Date: December 27, 2018

Re: Fallbrook Regional Health District Welcomes New Members of the Board of Directors and Elects Officers for the Ensuing Year

The Board of Directors of Fallbrook Regional Health District (FRHD) held its regular meeting on December 12, 2018. Newly elected board members Jennifer Jeffries, Ed.D. Howard Salmon and Karen (Kate) Schwartz-Frates, LCSW took the oath of office to each serve a four-year term (2018-2022). In addition, officers were elected as follows:

President - Howard Salmon  
Vice-President – Barbara Mroz  
Secretary – William (Bill) Leach  
Treasurer – Jennifer Jeffries  
Member – Kate Schwartz-Frates

The regular meeting of the Board of Directors takes place at 6:00 p.m. on the 2<sup>nd</sup> Wednesday of each month. Fallbrook Regional Health District is a special district covering affordable community health needs for residents of Bonsall, De Luz, Fallbrook and Rainbow. The District supports community health services addressing top health disparities, including behavioral health, cancer, diabetes, heart disease and stroke, as well as extended hour urgent care. Learn more about community health services provided by the district at [www.fallbrookhealth.org](http://www.fallbrookhealth.org).

#####



**New Location**



**New Location**

**Thursday, January 3, 2019**

**The Wellness Center**

**1636 E. Mission Rd.**

**6:00 p.m. – Social & Refreshments**

**6:30 p.m.—7:30 p.m. Presentation/Door Prizes**

**Sponsored by**

**Fallbrook Regional**  
**HEALTH  DISTRICT**

*Featured Presentation:*

***“The Thyroid Gland and its Importance.”***

*Learn about the importance of this regulatory gland in our bodies, what can go wrong, the symptoms and treatments.*

*Presenter:*

***Nurse Practitioner Nicole Yadon***  
***Fallbrook Family Health Center***

**Free Event including Refreshments • Door Prizes**

**Please Note: No need for Reservations at this time**

**Please plan to attend and bring a friend!**

**Questions? Contact Pam Knox at [pknox@fallbrookhealth.org](mailto:pknox@fallbrookhealth.org)**

**Or call 760-731-9187**

**Fallbrook Regional**

HEALTH  DISTRICT

**COMMUNITY  
WELLNESS  
KICK-OFF DAY  
*POSTPONED!***

**Stay tuned for new date**

The Community Wellness Kick-Off Day originally scheduled for Saturday, January 12, 2019 will be rescheduled for a later date. We apologize for any inconvenience this has caused.



## **DISCUSSION/ACTION ITEMS**

**DISCUSSION/ACTION ITEMS**

Review of Updated Bylaws 1<sup>st</sup> Reading

**AMENDED & RESTATED BYLAWS  
OF  
FALLBROOK REGIONAL HEALTH DISTRICT**

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**ARTICLE I  
DEFINITIONS**

- 1.1 “Administrator” means the Executive Director or Chief Executive of the District.
- 1.2 "Board" means the Board of Directors of the District.
- 1.3 “Director” means an elected/appointed member of the Board of Directors.
- 1.4 "District" means the Fallbrook Regional Health District.
- 1.5 "Facilities" means the health care facilities and services operated by the District.

**ARTICLE II  
ORGANIZATION, POWERS AND PURPOSES**

- 2.1 ORGANIZATION. The District is a political subdivision of the State of California organized under the Local Health Care District Law, Division 23 of the Health and Safety Code.
- 2.2 GENERAL PURPOSES AND POWERS. The District is organized for the purposes described in the Local Hospital District Law and shall have and may exercise such powers in the furtherance of its purposes as are now or may hereafter be set forth in the Local Health Care District Law and any other applicable statutes, rules, or regulations of the State of California. The powers of the District include, but are not necessarily limited to, all of those powers authorized by Health and Safety Code Sections 32121 through 32138, inclusive.
- 2.4 DISSOLUTION. Any proposal for dissolution of the District shall be subject to confirmation by the voters of the District in accordance with Cortese-Knox Local Government Reorganization Act of 1985 (Gov. Code, § 56000 et seq.).

**ARTICLE III  
OFFICES**

- 3.1 PRINCIPAL OFFICE. The principal office of the District is hereby fixed and located at 138 South Brandon Road, Fallbrook, California 92028.

**ARTICLE IV**  
**BOARD**

- 4.1 **GENERAL POWERS.** The Board is the governing body of the District. All District powers shall be exercised by or under the direction of the Board. The Board is authorized to make appropriate delegations of its powers and authority to officers and employees. The Board shall evaluate the performance of its principal Administrator, as well as the Board's own performance.
- 4.2 **OPERATION OF FACILITIES.** The Board shall be responsible for the operation of all Facilities owned, leased, or operated by the District, according to the best interests of the public health, and shall make and enforce all rules, regulations, and bylaws necessary for the administration, government, protection, and maintenance of the Facilities under the Board's management and all property belonging thereto, and may prescribe the terms upon which patients may be admitted thereto.
- 4.3 **NUMBER AND QUALIFICATION.** The Board shall consist of five (5) members, each of whom shall be a registered voter residing in the District.
- 4.4 **ELECTION AND TERM OF OFFICE.** An election shall be held in the District on the first Tuesday after the first Monday in November in each even-numbered year, at which a successor shall be chosen to each Director whose term shall expire on the first Friday of December following such election. The election of Board members shall be an election at large within the District and shall be consolidated with the statewide general election. The candidates receiving the highest number of votes for the offices to be filled at the election shall be elected thereto. The term of office of each elected Board member shall be four (4) years or until the Board member's successor is elected and has qualified, except as otherwise provided by law in the event of a vacancy. An orientation shall be provided which familiarizes each new Board member with his or her duties and responsibilities, including the Board's responsibilities for quality care and the Facilities' quality assurance programs. Continuing education opportunities shall be made available to Board members.
- 4.5 **VACANCIES.** When a vacancy occurs on the Board of Directors, and except as otherwise specified by statute, the remaining Board members may fill any vacancy on the Board by appointment as outlined in Government Code Section 1780.
- 4.6 **RESIGNATION OR REMOVAL.** Any Board member may resign effective upon giving written notice to the Chairman, the Secretary, or the Board, unless the notice specifies a later time for the effectiveness of such resignation. The term of any member of the Board shall expire if the member is absent from three consecutive regular meetings or from three of any five consecutive meetings of the Board and if the Board by resolution declares that a vacancy exists on the Board. All or any of the members of the Board may be recalled at any time by the voters following the recall procedure set forth in Division 16 of the Elections Code.

- 4.8 **COMPENSATION.** Each Director shall be compensated as authorized by the Local Health Care District Law (Health & Saf. Code, § 32103) at the rate of One Hundred Dollars (\$100) per meeting, with a limit of five (5) meetings per month. For purposes of this paragraph, the word “meeting” includes all regularly scheduled Board meetings, special Board meetings, Board committee meetings, and sanctioned meetings inclusive of events sponsored by other local governments at which the District is expected or is invited to be represented as an official participant; meetings and/or events of agencies of which the District is a member or a subscribing participant, including events presented or sponsored by the Association of California Healthcare Districts (“ACHD”), the California Special District’s Association (“CSDA”), and any Board-approved educational seminars, including attendance at periodic ethics training prescribed by Assembly Bill 1234. Additionally, included are any and all occasions that constitute the performance of official duties such as District-sponsored special events, activities promotional of District-sponsored events, and in conducting review and/or site visits of District grant program applicants or recipients.

**ARTICLE V**  
**BOARD MEETINGS**

- 5.1 **BOARD MEETING.** A meeting of the Board is any congregation of a majority of the members of the Board at the same time and place to hear, discuss, or deliberate upon any item that is within the subject matter jurisdiction of the Board. A meeting is also the use of direct communication, personal intermediaries, or technological devices that is employed by a majority of the members of the Board to develop a collective concurrence as to action to be taken on an item by the members of the Board.
- 5.2 **REGULAR MEETINGS.** Regular meetings of the Board shall be held as follows:  
  
On the second Wednesday of each month at 6:00 p.m. at 1636 E. Mission Road, Fallbrook, California 92028; provided, however, that should said date fall upon a legal holiday, then the meeting shall be held at the same time on the next business day.
- 5.3 **ANNUAL ORGANIZATION MEETING.** The Board's annual organizational meeting shall be held on the second Wednesday in December at the place designated in a resolution by the Board. At that meeting, the Board shall organize by the election of one of its members as President, one as Vice-President, and one as Secretary. The President shall appoint a Treasurer who shall serve at the pleasure of the Board. The Board shall also fix the date, time, and location for the regular Board meetings for the ensuing year.
- 5.4 **SPECIAL MEETINGS.** A special meeting may be called at any time by the Board President or by a majority three-fifths (3/5<sup>th</sup>) of the Board members, by delivering personally or by mail written notice to each Board member and to each local newspaper of general circulation, radio, or television station requesting notice in writing. Such notice must be delivered personally, by mail, or by electronic or digital means at least twenty-four (24) hours before the time of such meeting as specified in the notice. The call and notice

shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at special meetings.

- 5.5 **QUORUM.** A majority of the members of the Board shall constitute a quorum for the transaction of business. The act of a majority of the Board members present at a meeting at which a quorum is present shall be the act of the Board. No action shall be taken by secret ballot.
- 5.6 **ADJOURNMENT.** The Board may adjourn any regular, adjourned regular, special, or adjourned special meeting to a time and place specified in the Order of Adjournment. Less than a quorum may so adjourn from time to time. A copy of the Order or Notice of Adjournment shall be conspicuously posted on or near the door of the place where the meeting was held within twenty-four (24) hours after the time of the adjournment.
- 5.7 **RULES AND REGULATIONS.** The Board may adopt rules, regulations, and standard procedures governing the Board, the District, and any District Facilities and programs. Any rules, regulations, or procedures shall not conflict with these Bylaws.
- 5.8 **MEMBERS OF THE PUBLIC.** The public shall be entitled to attend the open session portion of every Board meeting. Every agenda for regular meetings shall provide an opportunity for members of the public to address the Board on items of interest to the public that are within the jurisdiction of the Board, regardless of whether such items are on the current agenda. If a member of the public addresses an item within the Board's jurisdiction that is not on the agenda, the Board shall take no action respecting the item addressed by the member of the public. The Board may adopt reasonable regulations concerning the amount and duration of time individual speakers are permitted to address the Board. The Board shall not prohibit any speaker from raising public criticism of any District program or action taken by the Board, or public criticism of any District rule, regulation, or standard procedure.

## **ARTICLE VI** **BOARD COMMITTEES**

- 6.1 **APPOINTMENT.** All committees, whether standing or special (ad hoc), shall be appointed by the Board President and shall be comprised of not more than two (2) members of the Board of Directors and such additional members as may be appropriate. The chairman of each committee shall be appointed by the President. All committees shall be advisory only to the Board unless otherwise specifically authorized to act by the Board.
- 6.2 **STANDING COMMITTEES.** Standing Committees shall meet periodically. The District shall have the following Standing Committees:

Finance. This committee shall be responsible for review of budgetary and financial matters related to the District including the annual audit and community health contracts program. This committee shall also be responsible for review of the District investments and



appraisal of market conditions relating to prudent investment of District funds. The Finance committee shall meet monthly.

Facilities. This committee shall be responsible for periodic inspection of buildings owned by the District and for review and consideration of real estate matters. The committee shall meet at least quarterly.

Strategic Planning. This committee shall determine health needs of the District residents and prioritize those needs, recommend long-term services and programs to address those needs. The committee shall meet at least quarterly.

Governmental and Public Engagement. This committee shall be responsible for monitoring of healthcare legislation and public policy and for advisement of the District Board of possible/probable impact on matters of the District as/when indicated and for the initiation of appropriate action as/when indicated. This committee shall be responsible for interface with other agencies, including other government levels, as well as the public; inclusive of speeches or public appearances, press releases, etc. for the purpose of edification of the District's position/action on matters within the jurisdiction of the District. The committee shall meet at least quarterly.

- 6.3 SPECIAL OR AD HOC COMMITTEES. A special or ad hoc committee is an advisory committee composed solely of the members of the Board, which are less than a quorum of the Board and which does not have continuing subject matter jurisdiction and does not have a meeting schedule fixed by resolution or formal action of the Board. Special or ad hoc committees may be appointed by the President for special tasks as circumstances warrant and upon completion of the task for which appointed such special or ad hoc committee shall stand discharged.
- 6.4 ADDITIONAL CONSULTANTS. A committee chairman may invite additional individuals with expertise in a pertinent area to meet with and assist the committee. Such consultants shall not vote or be counted in determining the existence of a quorum and may be excluded from any committee session.
- 6.5 MEETINGS AND NOTICE. Meetings of a committee may be called by the Chairman or President of the Board, the chairman of the committee, or a majority of the committee's voting members. Meetings and notice of all standing committees, and of any other committee, board, or other body, irrespective of their composition, whether permanent or temporary, decision-making or advisory, created by resolution or formal action of the Board, excluding special or ad hoc committees as defined in section 6.3 above, shall be noticed and held in accordance with the requirements of The Ralph M. Brown Act.

- 6.6 **QUORUM.** A majority of the voting members of a committee shall constitute a quorum for the transaction of business at any meeting of such committee. Each committee shall keep minutes of its proceedings.
- 6.7 **MANNER OF ACTING.** The act of a majority of the members of a committee present at a meeting at which a quorum is present shall be the act of the committee so meeting. No act taken at a meeting at which less than a quorum was present shall be valid unless approved in writing by the absent members. For special or ad hoc committees, action may be taken without a meeting by a writing setting forth the action so taken signed by each member of the committee entitled to vote.
- 6.8 **TENURE.** Each member of a standing committee shall hold office for a period of one (1) year or until a successor is appointed. Any member of a committee may be removed at any time by the Chairman or President subject to the consent of the Board. A member of the Board shall cease to hold committee membership upon ceasing to be a Board member.

## **ARTICLE VII**

### **OFFICERS**

- 7.1 **PRESIDENT.** The Board shall elect one of its members as President at the annual organizational meeting, and the President shall hold office until a successor is elected. In the event of a vacancy in the office of President, the Board may elect a new President. The President shall be the principal officer of the District and shall preside at all meetings of the Board. The President shall appoint all Board committee members and committee chairmen, shall consult with the Administrator in the preparation of meeting agendas, and shall perform all duties incident to the office and such other duties as may be prescribed by the Board from time to time.
- 7.2 **VICE PRESIDENT.** The Board shall elect one of its members as Vice President at the annual organizational meeting, and the Vice President shall hold office until a successor is elected. In the absence of the President, the Vice President shall perform the duties of the President.
- 7.3 **SECRETARY.** The Board shall elect one of its members as Secretary at the annual organizational meeting, and the Secretary shall hold office until a successor is elected. The Secretary shall provide for or coordinate the keeping of minutes of all meetings of the Board. The Secretary shall give or cause to be given appropriate notices in accordance with these Bylaws, or as required by law, and shall authenticate all resolutions and other official reports and records of the District as needed.
- 7.4 **TREASURER.** The Board President shall appoint a Treasurer who shall serve at the pleasure of the Board. The Treasurer shall be charged with the safekeeping and disbursal of the funds in the treasury of the District. The Treasurer shall also serve as the chairman of the Finance/Audit/Grant/Investment Committee.

7.5 DISTRICT ADMINISTRATOR. The Board shall select and employ a District Administrator who shall serve as Executive Director or Chief Executive, and shall report to the Board. The Administrator be a full-time employee of the District and shall be responsible for the day-to-day administration of the District and the implementation of policies adopted by the Board. The Board shall develop, maintain, and periodically update a job description for the District Administrator, which job description shall outline in greater detail the functions and responsibilities of the Administrator's position with the District.

**ARTICLE VIII**  
**AMENDMENT**

These Bylaws may be amended or repealed by vote of at least three (3) members of the Board at any Board meeting. Such amendments or repeal shall be effective immediately, except as otherwise indicated by the Board.

DRAFT

SECRETARY'S CERTIFICATE

I, the undersigned, the duly appointed, qualified, and acting Secretary of the Board of Directors for the Fallbrook Regional Health District, do hereby certify that attached hereto is a true, complete and correct copy of the current Bylaws of Fallbrook Regional Health District, duly adopted by the Board of Directors on \_\_\_\_\_, 2019.

Dated: \_\_\_\_\_, 2019

\_\_\_\_\_  
Secretary

DRAFT

**DISCUSSION/ACTION ITEMS**

Consideration of lease with MedPlus Urgent Care

**COMMERCIAL LEASE OF PREMISES BETWEEN  
FALLBROOK REGIONAL HEALTH DISTRICT  
AND MEDPLUS  
(617 Alvarado St., Fallbrook, CA 92028)**

**ARTICLE 1. PARTIES**

**1.01** THIS LEASE (“Lease”) is executed at Fallbrook, California, this \_\_\_\_\_ of \_\_\_\_\_, 2019, by and between **Fallbrook Regional Health District**, a public entity organized and existing under Health & Safety Code 32000 et seq. (hereinafter “Landlord”), and **MedPlus**, a medical corporation (hereinafter "Tenant").

**ARTICLE 2. LEASED PREMISES**

**2.01** **Description.** Landlord leases to Tenant, and Tenant hires from Landlord, for the term, at the rental, and upon the conditions in this Lease, the building (including all adjacent pylons, monuments, and signage), office space, and immediately adjacent parking lot area consisting of \_\_\_\_\_ spaces, located at 617 Alvarado Street, Fallbrook, California, 92028, consisting of approximately 2,400 sq.ft. of the northerly portion of the building (hereinafter the “Premises”). Attached as Exhibit “B” is a diagram and drawing depicting the Premises.

A. **Personal Property.** In addition to the Premises, Landlord also leases to Tenant, for the term of this Lease, the items of personal property listed on Exhibit “A” herein.

B. **Exemption from Premises.** As shown on Exhibit “B,” a portion of the building at 617 Alvarado Street is specifically exempted from the Premises, as that portion of the building has been placed under containment, and the parties are aware that this portion of the building has been determined to have experienced water intrusion (“the Exempt Portion.”). The parties have inspected the Exempt Portion prior to the Commencement Date of this Lease, and the parties agree that this Exempt Portion will be the subject of a remediation or demolition project to be undertaken by Landlord at a future date. Said remediation or demolition project will not result in any abatement of rent for Tenant.

**ARTICLE 3. TERM OF LEASE**

**3.01 Term of Months.** The term of the Lease shall be for a period of \_\_\_\_\_ ( ) calendar months commencing on later than January 1, 2019, and ending no later than \_\_\_\_\_, 20\_\_\_\_.

**3.02 Commencement of Term.**

A. Definition. The term Commencement Date, as used in this Lease, shall be construed to mean the \_\_\_ day of \_\_\_\_\_, 2019, as agreed upon by Landlord and Tenant.

**3.03 Holding Over.** Holding over after the expiration of the term of this Lease, or any oral extension thereof, with the consent of Landlord, shall be a tenancy from month to month for a period not to exceed 90 days, and the rentals and additional rentals upon the covenants, conditions, limitations, and agreements are subject to the exceptions and reservations contained in this Lease.

**ARTICLE 4. RENT**

**4.01 Rental Payment.** Tenant agrees to and shall pay to Landlord at Fallbrook, California, or at such other place as Landlord shall from time to time in writing designate, as minimum annual rental for the Premises, the total sum of **Fifty-Seven Thousand Six Hundred Dollars (\$57,600), payable in advance in the amount of \$4,800 per month,** on or before the tenth (10<sup>th</sup>) day of each month of the foregoing term.

**ARTICLE 5. UTILITIES AND TAXES**

**5.01 Utilities and Maintenance.** Tenant shall pay for all gas, heat, light, power, telephone service, internet connectivity and service, water and wastewater service, janitorial services, and any and all other utilities serving the Premises.

## **ARTICLE 6. USE AND OCCUPANCY**

**6.01 Use.** Tenant shall use the Premises solely for the purpose of the business of an extended hours (to include weekday evenings and weekend hours) urgent care clinic and ancillary services therein, and for no other purpose whatsoever without the prior written consent of the Landlord.

**6.02 Restrictions on Tenant's Use.** Tenant agrees, in using the Premises:

A. **Waste.** Not to commit any waste or suffer any waste to be committed upon the Premises.

B. **Nuisance.** Not to commit any public or private nuisance or any other act or thing that might or would disturb the quiet enjoyment of any other tenant of the leased premises or any occupancy of nearby property.

C. **Insurance Risks.** Not to keep, use, sell or offer for sale on the Premise any article, or conduct any activity thereon, which may be prohibited by the standard form of fire insurance policy, and, if Tenant does keep, use, sell or offer for sale any such article, or if any acts are performed on the Premise by Tenant which increase the rate of fire insurance premiums attributable thereto on demand.

## **ARTICLE 7. ALTERATIONS, REPAIRS, RESTORATION**

**7.01 Consent of Landlord to Alterations.** Tenant shall make no installations, additions or improvements in or to the Premises, except as otherwise authorized in this Lease, or structural alterations or changes either to the interior or exterior of the building on the Premises, or in the bearing walls, supports, beam or foundations without the written consent of the Landlord.

**7.02 Tenant to Pay Alteration Cost.** All installations, additional, or improvements, and alterations and changes made, with the consent of the Landlord, after Tenant occupies the Premises, shall be made at the sole cost and expense of Tenant.

**7.03 Alterations Required by Law.** If, during the term of this Lease, any additions, alterations or improvements in or to the Premises, as distinguished from repairs, are required by



governmental regulations because of the use to which the Premises are put by Tenant and not by reason of the character or structure of the building, they shall be made and paid for by Tenant.

**7.04 Surrender or Removal of Improvements.** All alterations, additions or improvements which are made in or to the Premises shall be the property of Landlord upon the termination of this Lease, unless prior to such termination Landlord gives Tenant written notice to remove some or all thereof, in which case Tenant shall cause the items so designated to be removed and the Premises to be restored to their condition at the commencement of Tenant's Lease, normal wear and tear excepted, all at the expense of the Tenant.

**7.05 Maintenance and Repairs.** Landlord agrees during the term hereof to keep and maintain at Landlord's expense the Premises and every part thereof in and about the Premises in good order, condition, and repair, including, without limiting the foregoing, all fixtures in existence or in place at the time of the commencement of this Lease, interior walls, floors, ceilings, sides, plumbing, all interior building appliances and similar equipment, windows, doors and plate glass. For purposes of this section, the parties agree that fixtures shall not include any alterations, additions, improvements or changes made pursuant to subparagraphs 7.02 or 7.03, above, nor shall fixtures include any item listed on Exhibit "A" attached hereto.

**7.06 Mechanic's Liens.** Tenant agrees to pay promptly for all labor done or materials furnished for any work of repair, maintenance, improvements, alterations, or additions done by Tenant in connection with the Premises, and to keep and to hold the Premises free, clear, and harmless of and from all liens that could arise by reason of any such work. If any such lien shall at any time be filed against the Premises, Tenant shall either cause the same to be discharged of record within twenty (20) days after the date of filing the same, or if Tenant in its discretion and in good faith, determines that such lien should be contested, Tenant shall furnish such security as may be necessary or required to prevent any foreclosure proceedings against the Premises during the pendency of such contest. If Tenant shall fail to discharge such lien within such period or fails to furnish such security, then, in addition to any other right or remedy, Landlord may, but shall not

be obligated to, discharge the same, either by paying the amount claimed to be due or by procuring the discharge of such lien by deposit in court or by giving security or in such other manner as is or may be prescribed by law. Tenant shall repay to Landlord on demand all sums disbursed or deposited by Landlord in connection therewith. Nothing contained herein shall imply any consent or agreement on the part of the Landlord to subject Landlord's interest in the property, of which the Premises are a part of, to liability under any mechanic's lien law.

**7.07 Notice of Non-Responsibility.** Landlord shall at all times have the right to post and to keep posted on the demised premises such notices provided for under the laws of the State of California for the protection of the Premises from Mechanic's Liens of a similar nature.

**7.08 Partial Destruction—Repairs by Landlord.** Should the building situated upon the Premises and the leasehold improvements be damaged or destroyed by fire, casualty, or hazard, then, if damaged or destroyed by fire, casualty, or hazard, then, if damage is so slight as not to interfere substantially with Tenant's use of the Premises, Tenant shall notify Landlord, who shall immediately, undertake to make repairs to the building and improvements and restore the same to substantially the same condition as they were in immediately preceding such damage or destruction. Such work shall be done as rapidly as conditions permit. In the event such damage is so slight as not to interfere substantially with Tenant's uses of the Premises, there shall be no abatement of rent.

**7.09 Total or Substantial Destruction—Termination of Lease.** Should there be total or substantial destruction and Premises are rendered unusable, either in whole or in part, either party shall have the right to terminate the Lease.

**7.10 Rebuilding by Landlord.** In the event neither party elects to terminate this Lease, Landlord shall, to the extent of available insurance proceeds, repair or rebuild such building and improvements to substantially the same condition that they were in immediately preceding such damage or destruction.

**7.11 Use of Insurance Proceeds on Termination.** Should either party elect to terminate this Lease, the proceeds of insurance on the building and improvements shall be paid over to the Landlord, and such insurance proceeds shall be and become the sole and absolute property of Landlord. Nothing in this paragraph or in Paragraph (F) below shall be construed to require Tenant to pay over to Landlord proceeds of insurance on Tenant's personal property.

**7.12 Use of Insurance Proceeds to Repair and Rebuild.** Should either party elect to terminate this Lease, the proceeds of insurance on the building and improvements shall be paid over to Landlord, and Landlord shall hold the same in trust for the purpose of repairing or rebuilding such buildings and improvements to substantially the same condition that they were in immediately preceding such damage or destruction. In the event after such repair or rebuilding any of such insurance proceeds remains in the hands of Landlord, such balance shall be and become the sole and absolute property of Landlord.

**7.13 Continuation of Operation.** Tenant agrees to continue the operation of its business in the Premises to the extent reasonably practicable from the standpoint of good business and good patient care during any period of reconstruction or repair.

## **ARTICLE 8. CONDEMNATION**

**8.01 Total Condemnation.** If, during the term hereof, there shall be a "total taking" by a public authority under the power of eminent domain, then the leasehold estate of Tenant in the Premises shall cease and terminate as of the date actual physical possession thereof shall be taken. "Total taking" is defined to be the taking of the entire Premises under the power of eminent domain or a taking of so much of the Premises as to prevent or substantially impair the conduct of Tenant's business therein.

**8.02 Partial Condemnation.** If, during the term thereof, there shall be a "partial taking" of the Premises, this Lease shall terminate as to the portion of the Premises taken upon the date which actual possession of the portion of the Premises is taken pursuant to eminent domain proceedings, but this lease shall continue in force and effect as to the remainder of the Premises.

The rental payable by Tenant for the balance of the term, but not taxes and assessments, shall be abated in the ratio that the square footage of the floor area of the building taken bears to the total floor area of the building at the time of such taking. "Partial taking" is defined to be the taking of only a portion of the Premises under the power to eminent domain which does not constitute a "total taking" as defined in Section 8.01.

**8.03 Allocation of Award.** All compensation and damages awarded for the taking of the Premises or the common facilities, or any portion or portions thereof, shall, except as otherwise herein provided, belong to and be the sole property of Landlord, and Tenant shall not have any claim or be entitled to any award for diminution in value of its leasehold hereunder or for the value of any unexpired term of this Lease; provided, however, Tenant shall be entitled to any award that may be made for the taking of or injury to, or on account of any cost or loss Tenant may sustain in the removal of Tenant's merchandise, fixtures, equipment and furnishings.

**8.04 Effect of Termination.** If this Lease is terminated, in whole or in part, pursuant to any of the provisions of this Article 8, all rentals and other charges payable by Tenant to Landlord hereunder and attributable to the Premises taken, shall be paid up to the date upon which actual physical possession shall be taken by the condemnor, and the parties shall thereupon be released from all further liability in relation thereto.

## **ARTICLE 9. INDEMNITY AND INSURANCE**

**9.01 No Liability of Landlord for Tenant's Acts.** Landlord shall not be liable at any time for any loss, damage or injury to the property or person of any person whomsoever at any time occasioned by or arising out of any act or omission of the Tenant, or of anyone holding under Tenant or the occupancy or use of the Premises or any part thereof or the parking lot by or under the Tenant, or directly or indirectly from any state or condition of the Premises or any part during the term of this Lease.

**9.02 Indemnification of Landlord.** Notwithstanding anything to the contrary in this Lease and irrespective of any insurance carried by Tenant for the benefit of Landlord, Tenant

agrees to protect, indemnify and hold Landlord and the Premises harmless from any and all damages or liabilities of whatsoever nature arising under the terms of this Lease or arising out of or in connection with the operation carried on by Tenant on, or the use or occupancy of, the Premises by Tenant.

**9.03 Tenant's Insurance.** The Tenant shall carry and maintain, during the entire term hereof, at Tenant's sole cost and expense, the following types of coverage in the amount specified and in the form provided for in this section. Landlord shall be named as an additional insured as to all required Insurance coverage under this Section 9.03.

A. Liability and Property Damage. Broad-form commercial general liability coverage with limits of not less than Five Hundred Thousand Dollars (\$500,000) per person and One Million Dollars (\$1,000,000) each occurrence, insuring against any and all liability of Tenant with respect to the Premises or arising out of the maintenance, use, or occupancy thereof, and property damage liability insurance with a limit of not less than Five Hundred Thousand Dollars (\$500,000) each accident.

B. Delivery of Policy or Certificate. Tenant shall deliver to Landlord certificates evidencing the coverage procured by Tenant, or deliver in lieu thereof certificates of coverage from the insurance company or organization providing the coverage, which certificates shall, among other things, designate the company writing the same, the number, amount, and provisions thereof. Upon Landlord's written request, duplicate copies of such certificates of insurance shall be delivered at reasonable intervals.

C. Notice of Cancellation. All coverages shall contain a provision that no coverage shall be canceled or terminated without ten (10) days prior notice from the insurance company to Landlord. Tenant agrees that on or before ten (10) days prior to expiration of any insurance coverage, Tenant will deliver to Landlord written notification in the form of a receipt or other similar document from the applicable insurance company or organization that said policy or

coverages have been renewed, or delivered certificates of coverage from another good and solvent insurance company or other entity for such coverage.

D. Waiver of Subrogation Rights. Tenant shall procure an appropriate clause in, or an endorsement on, any policy of fire or extended coverage insurance covering the personal property, fixtures and equipment located in or on the Premises, pursuant to which the insurance companies waive subrogation or consent to a waiver of right of recovery against Landlord, and Tenant does hereby agree that it shall not make any claim against or seek to recover from Landlord any loss or damage to its property or the property of others, resulting from fire or other hazards covered by such fire and extended coverage insurance.

#### **ARTICLE 10. ASSIGNMENT AND SUBLETTING**

**10.01 Landlord's Consent Required.** Tenant shall not assign, mortgage, or hypothecate this Lease in whole or in part, not sublet all or any part of the Premises, without the prior written consent of Landlord in each instance. Notwithstanding the foregoing sentence, Tenant may assign its option to purchase the premises to an affiliate of Tenant (as used in this paragraph, "affiliate of Tenant" shall mean a corporation, limited liability company, or other entity in which any member or owner of Tenant holds more than fifty percent (50%) of the outstanding voting capital stock, or other means of control). This prohibition against assigning or subletting shall be construed to include a prohibition against any assignment or subletting by operation of law.

**10.02 Condition to Consent.** As a condition to its consent, Landlord may require Tenant to pay all expenses in connection with the assignment, and Landlord may require Tenant's assignee to assume in writing the obligations of Tenant under his Lease.

## **ARTICLE 11. DEFAULT AND REMEDIES**

**11.01 Termination for Tenant's Insolvency or Dissolution.** This Lease shall be deemed repudiated and breached by Tenant if, during the term of this Lease:

1. A petition to have Tenant adjudicated a bankrupt or a petition for reorganization or arrangement under any of the laws of the United States relating to bankruptcy be filed by Tenant, or be filed against Tenant, and if so filed against Tenant not be dismissed within thirty (30) days from the date of such filing;
2. The assets of Tenant or the business conducted by Tenant on the Premises be assumed by any trustee or other person pursuant to any judicial proceedings;
3. Tenant becomes insolvent or makes an assignment for the benefit of creditors;
4. Tenant commits any act of bankruptcy, or;
5. Any corporate Tenant or assignee or successor in interest of Tenant commences proceedings for winding up.

**11.02 Landlord's Right of Termination, Reentry, Damages.** Tenant expressly agrees that Landlord may, at its election, terminate this Lease in the event of the occurrence of any of the contingencies hereinabove described by giving no less than three (3) days written notice to Tenant and, when so terminated, Landlord may reenter the Premises, and the leasehold interest created by this Lease shall not be treated as an asset of Tenant's estate. It is further expressly understood and agreed that Landlord shall be entitled upon such reentry, notwithstanding any other provisions of this Lease, to exercise such rights and remedies and to recover from Tenant as damages for loss of the bargain resulting from such breach, and not as a penalty, such amounts as are specified in Section 11.03.

**11.03 Default.** Landlord may, at its option and without limiting Landlord in the exercise of any other right or remedy he may have on account of a default or breach by Tenant, exercise the rights and remedies specified in Section 11.03 if:

A. Rent Default. Tenant defaults in the payment of any money agreed to be paid by Tenant to Landlord for rent or to be paid for taxes and utilities or for any other purpose under this Lease, and if such default continues for **three (3)** days after written notice to Tenant by Landlord.

B. Abandonment. Tenant abandons the Premises for a period of thirty (30) days.

C. Other Default. Tenant defaults in the performance of any other of its agreements, conditions, or covenants under this Lease and such default continues for thirty (30) days, plus such period of delay as Tenant may encounter in the performance of its agreements by reason of matters beyond the control of Tenant.

**11.04 Remedies.** On any breach, default or abandonment, Landlord may exercise any of the following rights after the periods of time stated in Section 11.02.

A. Continuation of Lease After Breach. Even though Tenant has breached this Lease and abandoned the property, this Lease continues in effect for so long as Landlord does not terminate Tenant's right to possession; and Landlord may enforce all his rights and remedies under this Lease, including the right to recover the rent as it becomes due under this Lease. For the purposes of this Section, the following do not constitute a termination of Tenant's right to possession:

1. Acts of maintenance or preservation or efforts to re-let the property.
2. The appointment of a receiver on initiative of Landlord to protect his interest in this Lease. Tenant may, at its option, transfer its interest hereunder in the following manner so long as Landlord has not terminated Tenant's right to possession; sublet the property, assign its interest in the Lease, or both, with the consent of Landlord, which consent shall not be withheld unreasonably.

B. Termination of Lease. Landlord may terminate this Lease, and recover from Tenant all damages permitted by Civil Code Section 1951.2 including the worth at the time of



award of the amount by which the unpaid rent for the balance of the term after the time of award exceeds the amount of such rental loss for the same period that the Tenant proves could be reasonably avoid, and in the event of such a termination said Section 1951.2 shall govern with respect to the rights, duties and liabilities of Landlord and Tenant.

**11.05 No Waiver of Default.** Landlord's failure to take advantage of any default or breach of covenant on the part of Tenant shall not be, or be construed as a waiver thereof, nor shall not be, or be construed as a waiver thereof, nor shall any custom or practice which may grow up between the parties in the course of administering this instrument be construed to waive or to lessen the right of Landlord to insist upon the performance by Tenant of any term, covenant or condition hereof, or to exercise rights given him on account of any such default.

**11.06 Landlord's Right to Cure Default.** If the Tenant shall be in default in the performance of any covenant on its part to be performed under this Lease, then after notice and without waiving or releasing Tenant from the performance thereof, Landlord may, but shall not be obligated so to do, perform any such covenant, and, in exercising any such right, pay necessary and incidental costs and expenses in connection therewith. All sums so paid by Landlord, together with interest thereon at the rate of ten percent (10%) per annum, shall be deemed additional rent and shall be payable to Landlord on the next rent paying day.

## **ARTICLE 12. LANDLORD'S GENERAL PROTECTIVE PROVISIONS**

**12.01 Surrender at End of Term.** Tenant shall peaceably give up and surrender to Landlord the Premises and every part thereof to Landlord at the termination of the term of this Lease in as good a condition and repair as reasonable use and wear thereof will permit.

**12.02 Landlord's Right to Inspect.** Landlord shall be entitled, at all reasonable times, to go on the Premises for the purpose of inspecting the performance by Tenant of the terms and conditions of this Lease, or for the purpose of posting and keeping posted thereon notices of non-responsibility for any construction, alteration, or repair thereof, as required or permitted by any

law or ordinance.

**12.03 Landlord's Right of Entry.** Landlord reserves, and shall at any and all times, except in the event of an emergency, provide Tenant two hours notice of Landlord's intent to enter the Premises and Tenant shall have the opportunity to have a representative of the Tenant accompany Landlord for the purpose of inspecting the premises, to submit said premises to prospective purchasers or tenants, to post notices of non-responsibility, to repair the Premises and any portion of the Building of which the Premises are a part that Landlord may deem necessary or desirable, without abatement of rent, and may for that purpose erect scaffolding and other necessary structures where reasonably required by the character of the work to be performed, always providing that the entrance to the Premises shall not be unreasonably blocked thereby, and further providing that the business of the Tenant shall not be interfered with unreasonably. Landlord agrees at all times to comply with applicable HIPAA and state medical privacy regulations.

Tenant hereby waives any claim for damages for any injury or inconvenience to or interference with Tenant's business, any loss of occupancy or quiet enjoyment of the Premises, and any other loss occasioned thereby. For each of the aforesaid purposes, Landlord shall at all times have and retain a key with which to unlock all of the doors in, upon and about the Premises, excluding Tenant's vaults, safes and files, and Landlord shall have the right to use any and all means which Landlord may deem proper to open said doors in an emergency, in order to obtain entry to the Premises without liability to Tenant except for any failure to exercise due care for Tenant's property and any entry to the Premises obtained by Landlord by any of said means, or otherwise, shall not under any circumstances be construed or deemed to be a forcible or unlawful entry into, or a detainer of, the Premises, or an eviction of Tenant from the Premises or any portion thereof.

### **ARTICLE 13. GENERAL PROVISIONS**

**13.01 Conditions and Covenants.** All of the provisions of this Lease shall be construed

to be "conditions" as well as "covenants" as though the words specifically expressing or imparting covenants and conditions were used in each separate provision.

**13.02 No Waiver of Breach.** No failure by either Landlord or Tenant to insist upon the strict performance by the other of any covenant, agreement, term or condition of this Lease or to exercise any right or remedy consequent upon a breach thereof, shall constitute a waiver of any such breach or of such covenant, agreement, term, or condition. No waiver of any breach shall affect or alter this Lease, but each and every covenant, condition, agreement, and term of this Lease shall continue in full force and effect with respect to any other then existing or subsequent breach.

**13.03 Time of Essence.** Time is of the essence of this Lease, and of each provision.

**13.04 Unavoidable Delay—Force Majeure.** If either party shall be delayed or prevented from the performance of any act required by the Lease by reason of acts of God, strikes, lockouts, labor troubles, inability to procure materials, restrictive governmental laws, or regulations or other cause, without fault and beyond the reasonable control of the party obligation (financial inability excepted), performance of such act shall be excused for the period of the delay; and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay, provided, however, nothing in this section shall excuse Tenant from the prompt payment of any rental or other charge required of Tenant except as may be expressly provided elsewhere in this Lease.

**13.05 Successors in Interest.** Each and all of the covenants, conditions, and restrictions in this Lease shall incur to the benefit of and shall be binding upon the heirs, assignees, and successors in interest of Landlord, and subject to the restrictions of Article 12, the authorized assignees, transfers, subtenants, licensees, and other successors in interest of Tenant.

**13.06 Entire Agreement.** This Lease contains the entire Agreement of the parties with respect to the matters covered by this Lease, and no other agreements, statements, or promise

made by any party, which is not contained in this Lease shall be binding or valid.

Landlord and Tenant have executed this Lease as of the day and year written above in Article 3, Section 3.02.

**LANDLORD:**

**Fallbrook Regional Health District**

By: \_\_\_\_\_  
Howard Salmon, President  
Board of Directors

**TENANT:**

**MedPlus**

By: \_\_\_\_\_  
Graydon Skeoch, D.O.

DRAFT

## **DISCUSSION/ACTION ITEMS**

Consideration of Centraforce 2019 bridge contract proposal

### STATEMENT OF WORK

This is a Statement of Work (“SOW”) pursuant to the terms of the Master Services Agreement (“Agreement”) between CentraForce, LLC (“CentraForce”) and Fallbrook Regional Health District (“Customer”). Capitalized terms used herein have the meanings ascribed to them in the Agreement, unless expressly defined herein. The effective date of this SOW is December 30th, 2018 (“SOW Effective Date”).

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

**1. CUSTOMER INFORMATION:**

<b>Executive Sponsor/Customer:</b>	Bobbi Palmer Chief Executive Officer
<b>Project Manager/Customer Contact:</b> (for the SOW)	Name: Bobbi Palmer Phone: 760) 731-9187 Email: bpalmer@fallbrookhealth.org
<b>Billing Information:</b>	Address: 138 South Brandon Road, Fallbrook CA 92028 Contact: Same as above Phone: Same as above Email: Same as above Special Instructions for Billing/Invoicing:

**2. SUBSCRIPTION TERM: 6 months commencing from the Go Live Date (defined below).**

**3. CUSTOMER END USER: Fallbrook Health District**

	Microsoft Power BI Visualizations/Risk Scores: 1. 107 Comprehensive Determinant Risk Scores 2. 25 Communication Channel Preference Scores 3. Geospatial mapping of risk physicians and facilities	
<b>Payment Terms</b>	50% billed at SOW signing and 50% billed upon delivery. All invoices due 30 days from the date of the invoice.	
	<b>Total Fees:</b>	<b>\$40,000</b>

\* CentraForce’s fees do not include any taxes, levies, duties or similar governmental assessments of any nature, including value-added, sales, use or withholding taxes, assessable by any local, state, provincial, federal or foreign jurisdiction (collectively, “Taxes”). Except for taxes assessable against CentraForce based on CentraForce’s income, Customer is responsible for paying all Taxes associated with Customer’s purchases hereunder. If CentraForce has the legal obligation to pay or collect Taxes for which Customer is responsible under this SOW, the appropriate amount will be invoiced to and paid by Customer in accordance with the above payment terms, unless Customer provides CentraForce with a valid tax exemption certificate authorized by the appropriate taxing authority.

By signing below, the parties agree to be bound by the terms and conditions of this SOW. This SOW may be executed in counterparts, each of which will be deemed to be an original but all of which together will constitute one and the same instrument. Any executed copy of this SOW made by reliable means (e.g. photocopy, pdf or facsimile) is considered an original.

Each of the individuals executing this SOW on behalf of a party individually represents and warrants that he or she has been authorized to do so and has the power to bind the party for whom they are signing.

**CENTRAFORCE, LLC**
**FALLBROOK REGIONAL HEALTH DISTRICT**

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

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

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

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

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

**DISCUSSION/ACTION ITEMS**

Consideration of Resolution 424 to change  
the location of regular meetings



**RESOLUTION NO. 424**

**RESOLUTION OF THE BOARD OF DIRECTORS OF FALLBROOK REGIONAL HEALTH DISTRICT TO CHANGE THE LOCATION OF REGULAR MEETINGS**

WHEREAS, FALLBROOK REGIONAL HEALTH DISTRICT ("FRHD") is a California health care district duly organized and existing under the laws of the State of California, particularly the Local Health Care District Law, constituting Division 23 of the Health and Safety Code of the State of California, and more particularly, Health and Safety Code §§ 32000 et seq. (the "Law"); and,

WHEREAS, the governing board ("Board") must take formal action to change the date, time, place or location of the Regular meeting; and,

WHEREAS, the Board desires to change the location of the regular board meeting;

NOW, THEREFORE, this Board of Directors of Fallbrook Regional Health District does hereby resolve:

Section 1. The foregoing recitals are true and correct.

Section 2. The Board hereby changes the location of the monthly Regular board meeting to the District Office Conference Room, at 138 Brandon Road, Fallbrook, CA 92028. The date and time shall remain the same (second Wednesday of the month, at 6:00 pm).

**PASSED, APPROVED, AND ADOPTED** by the Board of Directors of Fallbrook Regional Health District at a Regular meeting held this 9<sup>th</sup> day of January, 2019, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Howard Salmon, President  
Board of Directors

ATTEST:

\_\_\_\_\_, Secretary

## **DISCUSSION/ACTION ITEMS**

Consideration of bank services and  
opening funds for account

**Expertise.  
Support.  
Access.**



PACIFIC WESTERN BANK®

# Commercial Banking Services

**Fallbrook Regional Health District**

*December 20, 2018*

[pacificwesternbank.com](http://pacificwesternbank.com)



December 20, 2018

Fallbrook Regional Health District  
 138 S Brandon Rd  
 Fallbrook, Ca. 92028

Re: Banking Proposal

Dear Staff of Fallbrook Regional Health District,

On behalf of Pacific Western Bank we thank you for the opportunity to provide Fallbrook Regional Health District with the following banking proposal.

**Business Account Analysis**

Pacific Western Bank is proud to offer Fallbrook Regional Health District a premium Earnings Credit Rate (“ECR”) of 75 basis points (0.75%). The ECR is a monthly credit calculated on your account analysis average monthly deposit balance and can be applied towards all bank fees and many third party cash management services. We provided you with a tentative pricing comparison Account Analysis Summary in Exhibit A illustrating the **\$2174.88** Annual Benefit for banking with Pacific Western Bank. These financial benefits and banking solutions are summarized below for the month ending 11/18. Because there are credits left over, you would be able to apply any or all of the \$181.24 for payments of third party vendors. In other words, let us know if you need new checks, have an audit that needs to be paid or maybe a payroll company invoice. We are happy to discuss all of the ways to utilize these credits.

	<b><u>Citibank</u></b>	<b><u>Pacific Western Bank</u></b>
Total Activity Charges	\$115.72	\$97.93
Earnings Credit Rate	.30%	0.75%
Net Earnings / (Charges)	0	\$181.24
<b>Annual Benefit</b>	<b>\$2174.88</b>	

**Pacific Western Bank: Fallbrook Office**

The team of experienced bankers at Pacific Western Bank dedicated to exclusively serving the depository and cash management needs of its customers across the country. A relationship manager will supervise Fallbrook Regional Health District’s accounts in a trusted advisor capacity to provide personalized service and a comprehensive suite of products.

We understand and partner with hundreds of Public entities throughout the Nation. We have implemented policies and procedures for collateralizing Public funds and are experienced in those account set ups.

**Online Solutions**

Fallbrook Regional Health District can do its banking safely, securely, anytime, and anywhere using Pacific Western Bank's Electronic Banking Services:

1. Access & Manage your accounts online
2. Print copies of cleared items and statements
3. Automated Bill Pay
4. Initiate ACH and wire transactions

Remote Deposit Services

1. Conveniently process checks from your home office
2. Extended Hours of operation
3. Faster clearings with enhanced security

**Stronger Together**

Pacific Western Bank has long focused on the needs of the business community by being creative, flexible, and service-centered. We have donated the following to the Fallbrook community over the past 33 years, which is when we were first known as Fallbrook National Bank-

- Fallbrook Firefighter Association
- Fallbrook Boys & Girls Club
- Fallbrook Senior Healthcare Center
- Fallbrook Food Pantry (Food drive)
- Fallbrook A Leer/Family Literacy
- Fallbrook Student of the Month
- Toys For Tots
- REINS Therapeutic Horsemanship Program
- Fallbrook Avocado Festival

We are a Los Angeles-based commercial bank with over \$24 billion in assets providing lending and deposit services primarily to middle-market clients. Regardless of your company's size, scope, industry, or location, Pacific Western Bank has a proven track record of delivering a level of service, expertise, and speed of execution that is unmatched in our industry.

Sincerely,



Gerald Alcantara  
Senior Financial Services Representative



# Fallbrook Regional Health District

## Analysis Pricing Proforma

Pro forma based on data from Citibank October 2018 Analysis Statement

<b>Balances</b>			
Average Ledger Balance		\$503,202.78	\$503,202.78
Less: Average Float		\$0.00	\$0.00
Average Collected Balance		\$503,202.78	\$503,202.78
Less: Reserve Requirements	10.00%	\$50,320.28	
Average Available Service Balance		\$452,882.50	\$503,202.78

### Net Analysis Position

Earnings Value of Applicable Available Balance		\$279.17	\$124.08
Current Earnings Credit Rate	0.75%		
Less: Estimated Service Charges		\$97.93	\$115.72
Excess Earnings Credit		\$181.24	\$8.36
<b>(Excess Earnings Credit)/Service Charge Due</b>		<b>(\$181.24)</b>	<b>(\$8.36)</b>

Services Provided	Volume	Unit Price	PWB	Citibank
<b><u>Demand Deposit Services</u></b>				
Deposit Administrative Fee	503,202	0.1200	\$49.63	\$74.79
Account Maintenance	1	22.00	\$22.00	\$20.00
Account Maintenance for HOA/Property MGMT		10.00		
Checks Paid	73	0.25	\$18.25	\$14.60
Deposits Credited	2	1.50	\$3.00	\$2.80
Deposited Items	2	0.15	\$0.30	\$0.30
Deposit Correction		5.00	\$0.00	
Electronic Debits and Credits Posted	19	0.25	\$4.75	\$3.23
Insufficient Funds Fee		35.00	\$0.00	
Special Instructions for Returned Items		25.00	\$0.00	
Business TTAX Fee		10.00	\$0.00	
Returned Item Re-deposited Fee		10.00	\$0.00	
Returned Item Duplicate Advice		4.00	\$0.00	
Returned Item eMail Advice		2.00	\$0.00	
Returned Item Special Handling – per Month		25.00	\$0.00	
Returned Item Fee		10.00	\$0.00	
Stop Payment via Branch		35.00	\$0.00	
Stop Payment – Paper Confirmation		N/A	\$0.00	
Stop Payment – Auto Renewal		N/A	\$0.00	
OTC Debit Block Monthly Base		10.00	\$0.00	
Check Cashing Threshold Mo. Base		No Charge	\$0.00	
Check Pay to Indiv Block Mo. Base		No Charge	\$0.00	
Branch Assisted Telephone Transfers Per Transfer		5.00	\$0.00	
Domestic and International Wires – Incoming		12.00	\$0.00	
Domestic Wires – Outgoing		35.00	\$0.00	
Domestic Wires – Repetitive		25.00	\$0.00	
International Wires – Outgoing US Dollars		50.00	\$0.00	
International Wires – Outgoing Foreign Currency		50.00	\$0.00	
Wire Advice by Email		No Charge	\$0.00	
DDA Statement – Paper		5.00	\$0.00	
DDA Statement – Special Instructions		25.00	\$0.00	
Cashiers Check		8.00	\$0.00	
CD-ROM		30.00	\$0.00	
<b><u>Cash Vault Services</u></b>				
Currency Deposited/Furnished (per \$1,000)		0.015	\$0.00	
Standing Cash Order (per order)		10.00	\$0.00	
Manual Cash Order (per order)		20.00	\$0.00	
Special Cash Order (per order)		25.00	\$0.00	
<b><u>Commercial Online Banking – Premium</u></b>				
Online Banking Monthly Fee – 1st Account		25.00	\$0.00	
Online Banking Monthly Fee – Per Additional Acct(s)		5.00	\$0.00	
Bill Pay		Included		

Check Images	Included	
Electronic Statements	Included	
Internal Transfers	Included	
Incoming Wire Report	Included	
Stop Payment Requests	15.00	\$0.00
Loan Reporting	25.00	

**Remote Image Deposit Services**

Remote Monthly Maintenance	50.00	\$0.00
Remote Transaction Fee	Included	\$0.00
Remote Deposit Scanner (Monthly)		

**Suggested Enhancements:**

**ACH Origination Services**

ACH Origination Monthly Fee Per Company ID	50.00	\$0.00
ACH Origination per Item Fee	0.15	\$0.00
ACH Origination per File Fee	No Charge	\$0.00
ACH Notification of Change Fee	2.00	\$0.00
ACH Returned Item	5.00	\$0.00
ACH Return Subscription Account	No Charge	\$0.00
ACH Return Subscription Item	5.00	\$0.00
ACH Originated Addenda	Included	\$0.00
ACH Returned - Quality Fee	5.00	\$0.00
ACH Payments Online Batch	Included	\$0.00
ACH Transmission Charge	Included	\$0.00
ACH Fax Service	N/A	\$0.00
CEO ACH Hyp Tem Det Inq. - Per Item	N/A	\$0.00

**Wire Transfer Services**

Wire Origination Monthly Fee	30.00	\$0.00
Wire Monthly DDA Base - Voice	Included	\$0.00
Wire Template Storage - Mo. Base	Included	\$0.00
Domestic Wires - Outgoing	10.00	\$0.00
International Outgoing US Dollar Wire	15.00	\$0.00
International Outgoing Foreign Currency Wire	25.00	\$0.00

**ACH Positive Pay**

ACH Positive Pay Monthly Fee Per Account	10.00	\$0.00
ACH Block Monthly Fee - Per Account	10.00	\$0.00
ACH Positive Pay Decision	Included	\$0.00
ACH Positive Pay Return Item	Included	\$0.00

**Positive Pay Fraud Control**

Positive Pay Monthly Fee - Per Account	10.00	\$0.00
Positive Pay Exception	Included	\$0.00
Positive Pay Issued Per Item	0.06	\$0.00
Positive Pay Checks with No Issue	Included	\$0.00
Positive Pay Non Resolved Per Item	5.00	\$0.00

\$0.00  
\$0.00  
  
\$0.00  
\$0.00

<b>Total:</b>	<b>\$97.93</b>	<b>\$115.72</b>
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The above figures are for illustrative purposes only. The actual net benefit may be higher or lower based on services provided and any fluctuations of account activity, collected balance, and/or earnings credit rate.



# Corporate Profile

Pacific Western Bank has long focused on the needs of the business community by being creative, flexible, and service-centered. This commitment has led us to the pinnacle of achievement in the banking industry.

We are a Los Angeles-based commercial bank with approximately \$24 billion in assets providing lending and deposit services primarily to middle-market clients.

Pacific Western Bank's local focus and national reach is achieved through the concerted efforts of our entire team, which includes our community bank, our national lending division, and our venture banking division. Together we offer clients a holistic solution to achieve a complete banking experience for all those we serve. Regardless of your company's size, scope industry, or location, Pacific Western bank has a proven track record of delivering a level of service, expertise, and speed of execution that is unmatched in our industry.

Our financial strength stands at the top among banks of our size and scale, which is another reason why so many of our clients choose and remain with Pacific Western Bank for many years. We take your financial needs seriously, no matter the complexity or volume.

At Pacific Western Bank, our money is on you.





# Cash Management

For over 30 years, we have been working with small and medium-sized businesses and their principals throughout California. We have developed a comprehensive suite of products and services to help optimize cash flow and enhance the operating efficiency of your business. Our financial strength, stability and security have us well-positioned to meet your banking needs and exceed your expectations.

Pacific Western Bank's Cash Management Solutions include:

## Deposit Services

- » Small Business Checking
- » Small Business Interest Checking
- » Business Checking
- » Business Account Analysis
- » Attorney Client Trust Accounts (IOLTA)

## Collection Solutions

- » Remote Deposit
- » Lockbox Services
- » Courier Services
- » Merchant Services

## Savings and Retirement Plans

- » Business Money Market Accounts
- » Certificate of Deposit
- » Business Savings
- » Simplified Pension Plan

## Disbursement Solutions

- » Visa® Business Credit Card
- » Mastercard® Business Debit Card
- » Positive Pay
- » Zero Balance Accounts

## Online Solutions

- » eStatements
- » Bill Pay
- » Tax Payments
- » Automated Clearing House (ACH)
- » Wire Transfer Services

## Additional Services

- » Payroll Processing
- » International Services



# Deposit Services

We understand that proper financial management is critical to your success and no matter the size or complexity of your business, Pacific Western Bank has a variety of accounts designed to fit your needs. For every stage of your growth, we offer a complete solution for the business owner.

## **Small Business Checking**

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Designed with the small business in mind, our Small Business Checking is the perfect account for businesses with basic banking needs. Plus, with online banking and bill pay, enjoy the convenience and efficiency of managing your accounts whenever and wherever you want.

## **Small Business Interest Checking**

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Developed for sole proprietors as well as local and community based non-profit organizations with moderate transaction volumes. Not only do you earn interest on your checking account balance, but we bring 24x7 banking to your fingertips with online banking and bill pay.

## **Business Checking**

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Our Business Checking is the everyday banking solution for growing businesses. This account comes with a generous allowance of check and deposit transactions along with coin and currency deposits.

## **Business Analysis Checking**

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Designed for businesses with high volume activity, this account will give you a comprehensive look at your account activity each month. This account's per-item pricing means you pay only for the additional services you actually use and our competitive earnings credit may reduce or offset the monthly account maintenance fee and certain transaction fees.

## **Attorney Client Trust Accounts (IOLTA)**

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Our account lets you hold your client funds in an interest-bearing account with the earnings sent automatically to the California State Bar, which means less bookkeeping and more convenience for you. And with the interest going to support legal aid and our justice system, everyone benefits in the end.

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*All accounts are subject to approval and applicable fees, terms and conditions. See banker for details.*



# Savings and Retirement Plans

Maintaining liquidity without sacrificing return is a key element in maximizing business profitability. Pacific Western Bank assists companies with both short and long-term management of excess cash through a variety of savings and investment options. Additionally, our Retirement Plans can help you understand the best way to save for and realize the retirement you envisioned.

## **Business Money Market and High Yield Money Market**

---

Put your money to work when you need quick, convenient access to your funds while earning premium money market rates. Higher balances earn higher rates so your account can grow even faster. Account is limited to 6 pre-authorized or automatic transfers, checks or drafts or a combination thereof, during the statement cycle.

## **Certificate of Deposit (CD)**

---

Safe and secure, our CDs are a convenient savings option for business owners. With a wide variety of terms and tiered interest rates, you can choose an option that is perfectly suited to the needs of your business. CDs are subject to penalties if principal is withdrawn before maturity date.

## **Business Savings**

---

Earning your money takes work but helping it grow doesn't have to. Start saving today and give your company a strong foundation to build on.

## **Simplified Pension Plan**

---

Simplified Employee Pension (SEP) plans can provide a significant source of income at retirement by allowing employers to set aside money in retirement accounts for themselves and their employees. SEP Plans are designed for business owners who want a simple, easy-to-administer, low-cost plan with no complicated tax filings.

---

*All accounts are subject to approval and applicable fees, terms and conditions. See banker for details.*





# Collection Solutions

Pacific Western Bank offers you a wide range of solutions to accelerate your cash flow by streamlining your systems for collecting payments and managing your receivables. Our collection services include:

## Remote Deposit Service

---

Deposit checks from your business 24/7 without making a trip to the bank, with our Remote Deposit Service. Not only can Remote Deposit help improve your cash flow, but it is convenient, secure and easy to use. All you need is our internet-based Service, a desktop scanner and a PC. Images are transmitted electronically to the Bank and deposits can be made as late as 7:00 p.m. PST for same day credit.\*

## Lockbox Services

---

Fast, accurate and flexible, lockbox is one of the most widely used cash management tools for accelerating cash flow. Your clients remit payments directly to our lockbox processing center and items are processed and deposited for same-day credit in accordance with our Funds Availability Policy. This reduces the time and handling costs usually associated with processing a large number of remittances, maximizing your cash flow while minimizing float.

## Courier Services

---

We make it easy and convenient for you to make deposits into your Pacific Western Bank account(s). Your company's deposits can be picked up by a bonded, insured courier and delivered to a centralized location meaning you never have to leave your office. Same day or next day credit is available depending on pick-up time and location.

## Merchant Services

---

In today's highly competitive marketplace, providing your customers with convenient payment options is important. Through our partnership with Merchant e-Solutions, we offer simple and cost-effective solutions to accept Visa®, Mastercard®, Discover®, American Express®, debit cards and check payments.

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*\*Refer to our Funds Availability Policy for more detailed information.*





# Disbursement Solutions

Pacific Western Bank offers a wide range of payment solutions to help you administer your daily cash position accurately and effectively. These flexible, comprehensive services will help reduce risk and simplify reporting, providing greater predictability, convenience and control.

## **Visa® Business Credit Card**

---

Managing your company's financial needs requires more than a checking account. Our Visa® Business Credit Card is one solution that can help by providing a flexible and cost-effective way to manage all your business expenses, such as travel and entertainment or day-to-day operating expenses.

## **Positive Pay**

---

Positive Pay is the most effective fraud-fighting tool available today. Our automated check-matching service guarantees the highest level of check and balance to virtually eliminate exposure to check fraud arising from amount-altered or counterfeit checks. Through our online banking platform you can compare checks issued by your company with the checks presented for payment against your account. Any exceptions in which the issued and paid amounts do not match are reported to you, giving you the opportunity to have Pacific Western Bank pay or return each exception.

## **Mastercard® Business Debit Card**

---

Make purchases faster and more conveniently at thousands of locations that accept Mastercard® debit cards with our Business Debit Card. Funds are automatically deducted from your checking account and you can view your transaction online. Our Mastercard® Business Debit Card also allows you access to over 22,000 surcharge-free ATMs nationwide, making it easy to obtain cash where you live, work and travel.

## **Zero Balance Accounts (ZBA's)**

---

Our automated Zero Balance Accounting Service is designed to simplify daily cash management functions by consolidating your corporate checking balances into one concentration account. With these specialty depository accounts, deposits and checks are posted into the account and the net balance is transferred to a concentration account. ZBA's ensure that funds do not sit idle in multiple accounts and they eliminate the need to initiate account transfers.



# Lending Solutions

Pacific Western Bank takes great pride in developing flexible and creative financing solutions, designed to support your short and long-term business objectives. We demonstrate this commitment by delivering customized programs, allowing you better management and control of your cash flow and growth. Our experienced and knowledgeable team of lending professionals will work with you to achieve the financial stability you desire.

## **Revolving Lines of Credit**

---

A revolving line of credit gives your business the advantage of ready access to capital. It can be used to finance short-term working capital needs like inventory purchases, or to capitalize on business opportunities where time is of the essence. A revolving line can also support your treasury management program: it reduces the need to liquidate investments in order to free up capital.

## **Accounts Receivable Financing**

---

Your business can accelerate its cash flow with an accounts receivable line. Eligible receivables support advances for inventory purchases, vendor payments, and other short-term working capital needs. The support provided by your eligible receivables allows ongoing borrowing -- a benefit to businesses experiencing growth, little to no seasonality, or more limited liquidity.

## **Equipment Financing and Leasing**

---

Adding or upgrading equipment can make your business more efficient, more productive, and more competitive. Our leasing programs spread

the cost of new equipment over a longer term, helping to preserve valuable capital for current uses. We have designed equipment financing solutions for customers in numerous industries.

## **Working Capital Financing**

---

Having the right forms of capital is critical to long-term growth. Our working capital loans provide financing for purposes such as business acquisitions, business expansion, and buyouts. We understand that opportunities won't wait, and we're committed to providing intelligent solutions, quickly.

## **Letters of Credit**

---

*Are you importing or exporting goods? Do you need to provide a financial assurance to a party under a long-term project or contract?*

Put our creditworthiness to work for you. Commercial letters of credit can help you secure better terms and reduce certain risks of importing and exporting goods. Standby letters of credit give beneficiaries the comfort that your business has the resources to complete a project or meet other obligations.





### Real Estate Loans and Services

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If you're thinking about purchasing, improving, or refinancing your owner-occupied commercial property, we can help you identify the right solution. Our lending professionals are very familiar with market trends and financing options for owner-users.

### Small Business Administration Loans

---

Pacific Western Bank is committed to providing our small business customers with the loans and services they need to successfully grow and manage their businesses.

Additionally, our designation as a **Preferred Lender** by the United States Small Business Administration means there is less paperwork required to process your loan. Decisions are made at the bank, so your business benefits from faster evaluations. In most cases, conditional loan approval can occur within 24 hours. (Subject to credit underwriting and/or evaluation.)

**Terms and Uses:** SBA Loans offer longer repayment terms and lower rates than conventional loan programs. Business owners benefit from smaller payment amounts and less stress on operating cash flow. Pacific Western Bank's SBA Loans can be used to enhance your business in a variety of ways:

- » Business acquisition
- » General business expansion
- » Real estate acquisition
- » Leasehold improvements
- » Machinery and equipment acquisition
- » Working capital

## Accounts Receivable Financing and Factoring

Through our division **CapitalSource**, Pacific Western Bank also provides working capital financing to growing companies located throughout the United States. Our flexible financing programs enable your company to fund sales growth, reduce debt, improve vendor relations and comfortably meet cash flow requirements.

### Accounts Receivable Financing

---

Using accounts receivable as collateral, clients can assign and borrow against all eligible outstanding receivables.

### Inventory Financing

---

Along with accounts receivable financing, clients can obtain financing against specific types of inventory including raw materials, work in progress, and finished goods for seasonal inventory builds.

### Equipment Financing

---

In addition to accounts receivable financing and inventory lines of credit, clients can obtain capital equipment or a capital expenditure line to purchase additional capital equipment.

### Technology Financing

---

Designed specifically for emerging technology companies that may lack sufficient operating results, our technology finance loans allow companies to obtain growth financing with limited to no equity dilution.

**Terms and Conditions:** Financing subject to credit and any applicable collateral approval. Additional terms, conditions and restrictions may apply. Terms and conditions subject to change. Please contact one of our banking services representatives for a complete explanation of our services.



# Branch Locations





## **DISCUSSION/ACTION ITEMS**

Update designation of individuals authorized to deposit or  
withdraw funds in LAIF account



## DISTRICT ACCOUNTS

<b>TYPE</b>	<b>COMPANY</b>	<b>SIGNATORS</b>
INVESTMENT	LAIF	
INVESTMENT	CALTRUST	
OPERATING		
CREDIT CARD		

**DISCUSSION/ACTION ITEMS**

Call for Nominations –  
San Diego Local Agency Formation Commission

RECEIVED  
12/10/18

# LAFCO

9335 Hazard Way • Suite 200 • San Diego, CA 92123  
(858) 614-7755 • FAX (858) 614-7766

San Diego Local Agency Formation Commission

www.sdlafco.org

## Chairwoman

Jo MacKenzie, Director  
Vista Irrigation District

December 6, 2018

## Vice Chairman

Ed Sprague, Director  
Olivenhain Municipal  
Water District

**TO:** Independent Special Districts

**FROM:** Tamaron Lockett, Executive Assistant

## Members

Catherine Blakespear, Mayor  
City of Encinitas

**SUBJECT: Nominations for Special District Elections to LAFCO |  
Deadline Extended to January 31, 2019**

Bill Horn, Supervisor  
County of San Diego

San Diego Local Agency Formation Commission is extending the deadline for special districts to submit nominations for the two district seats (regular and alternate) subject to election from January 7, 2019 to January 31, 2019. This extension is intended to provide additional time for special districts to discuss and consider making nominations while still ahead of the candidate form at the CSDA – San Diego Chapter meeting tentatively scheduled for February 14, 2019. Should you have any questions please contact Tamaron Lockett at 858-614-7755 or [tamaron.lockett@sdcounty.ca.gov](mailto:tamaron.lockett@sdcounty.ca.gov).

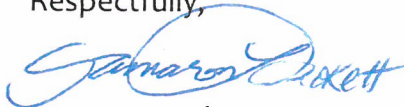
Dianne Jacob, Supervisor  
County of San Diego

Bill Wells, Mayor  
City of El Cajon

Andrew Vanderlaan  
Public Member

Lorie Zapf, Councilmember  
City of San Diego

Respectfully,



Tamaron Lockett  
Executive Assistant

## Alternate Members

Lorie Bragg, Mayor Pro Tem  
City of Imperial Beach

Chris Cate, Councilmember  
City of San Diego

Greg Cox, Supervisor  
County of San Diego

Judy Hanson, Director  
Leucadia Wastewater District

Harry Mathis  
Public Member

## Executive Officer

Keene Simonds

## Counsel

Michael G. Colantuono

**Chair** November 28, 2018

Jo MacKenzie, Director  
Vista Irrigation District

**Vice Chair**

Ed Sprague, Director  
Olivenhain Municipal Water

**Members**

Catherine Blakespear, Mayor  
City of Encinitas

Bill Horn, Supervisor  
County of San Diego

Dianne Jacob, Supervisor  
County of San Diego

Andrew Vanderlaan  
Public Member

Bill Wells, Mayor  
City of El Cajon

Lorie Zapf, Councilmember  
City of San Diego

**Alternate Members**

Lorie Bragg, Councilmember  
City of Imperial Beach

Chris Cate, Councilmember  
City of San Diego

Greg Cox, Supervisor  
County of San Diego

Judy Hanson, Director  
Leucadia Wastewater District

Harry Mathis  
Public Member

**Executive Officer**

Keene Simonds

**Counsel**

Michael G. Colantuono

**TO:** Independent Special Districts in San Diego County

**FROM:** Taron Lockett, Executive Assistant   
San Diego Local Agency Formation Commission

**SUBJECT:** Call for Nominations | San Diego Local Agency Formation Commission

This notice serves as a call to nominations pursuant to Government Code Section 56332(1) to solicit two special district members – (a) one regular and (b) one alternate – to serve on the San Diego Local Agency Formation Commission (LAFCO).

San Diego LAFCO Commissioners serve four-year terms. The term of the incumbents – regular district member (Ed Sprague)<sup>1</sup> and alternate district member (Judy Hanson)<sup>2</sup> – expires May 2019.

- The new term of the regular district member expires May 2023.
- The new term of the alternate district member expires May 2023.
- 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.

State law specifies only the presiding officer or their alternate as designated by the governing board must sign the nomination form. Attached is nomination form for the LAFCO regular and alternate special district member (**Attachment A**). 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 Monday, January 7, 2019**. Nominations and resumes can be emailed to [taron.lockett@sdcountry.ca.gov](mailto:taron.lockett@sdcountry.ca.gov), if necessary to meet the submission deadline, but the original form must be submitted.

<sup>1</sup> The term of the regular member position expires on May 6, 2019, but will be extended to 2023 if approved by a majority of special districts.

<sup>2</sup> The term of the alternate member position expires on May 6, 2019, but will be extended to 2023 if approved by a majority of special districts.