

Regular Meeting Agenda
06/01/2021

AGENDA

EAST KERN HEALTH CARE DISTRICT BOARD OF DIRECTORS

REGULAR MEETING

8101 Bay Ave. CALIFORNIA CITY

Our mission is to expend financial resources to help residents of the District satisfy their healthcare needs.

06/01/2021 5:00PM

Special Notice

Teleconference Accessibility

Pursuant to Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak and as a precaution to protect both staff, our constituents, and elected officials, the East Kern Health Care District will hold its board meeting via teleconference or the most rapid means of communication at the time. The public may participate in the teleconference by clicking on the link below:

<https://us02web.zoom.us/j/9571124702>

Meeting ID: 957 112 4702

Public comments may be made through teleconference when prompted by the President during the public comment period. Public comments may also be provided through email by emailing eastkernhealthcaredistrict@gmail.com during or prior to the meeting.

Please indicate comments on the subject line.

If you have difficulty connecting to the teleconference line, please call 669-900-6833 or email eastkernhealthcaredistrict@gmail.com

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER

3. ROLL CALL

Director Rubi Foley
Chair Karen Macedonio
Director Richard Macedonio
Director LaMiya Patrick
Director Lois Peralta

Staff Present: Alex Lemieux- Legal Counsel-by phone
David Aranda, BHI Consultant

Linda Cook, Consultant

4. APPROVAL OF AGENDA

Motion _____ Second _____

Action _____

5. COMMENTS BY THE BOARD PRESIDENT

6. PUBLIC PRESENTATIONS:

This portion of the meeting is reserved for persons desiring to address the Board on any matter not on this agenda and over which the Board has jurisdiction. Please be advised that the Brown Act prohibits action on items that are not listed on the agenda. The board may set such items for consideration at some future Board meeting.

7. PRESENTATION OF THE 2020 FISCAL YEAR AUDIT BY NIGRO & NIGRO AND APPROVAL TO RECEIVE AND FILE THE AUDIT.

Motion _____ Second _____

Action _____

8. CONSULTING REPORT: Shawn Sprague

9. CONSULTING REPORT: David Aranda, BHI Consulting

10. CONSULTING REPORT: Linda Cook, Consultant

11. APPROVAL OF MINUTES AND REPORTS:

Approve Minutes from May 4, 2021 Regular Meeting, and May 19, 2021 Special Planning Meeting.

Motion _____ Second _____

Action _____

12. CONSENT CALENDAR:

Approve Warrants 2 EFT's, and check #'s 35687-35701 for a total amount \$14,433.13. (May) See attached Check Detail and Petty Cash Report (No Transactions).

Motion _____ Second _____

Action _____

13. APPROVAL OF FINANCIAL REPORTS: Profit and Loss report for April, Bank Balances with Interest Report and deposit Detail reports for April, 2021.

Motion _____ Second _____

Action _____

14. DISCUSSION AND DIRECTION REGARDING WORKERS COMPENSATION INSURANCE, PROPERTY/LIABILITY INSURANCE AND ERRORS AND OMISSION INSURANCE FOR EAST KERN HEALTH CARE DISTRICT.

15. DISCUSSION AND DIRECTION REGARDING CONTRACT WITH SHAWN SPRAGUE.

16. DISCUSSION AND DIRECTION REGARDING CONTRACT WITH SHARPER LANDSCAPE.

17. DISCUSSION AND DIRECTION REGARDING TREE REMOVAL AND TREE TRIMMING ALONG WITH THE INSTALLATION OF A 24" BOX TREE AT A COST NOT TO EXCEED \$7,000.00.

18. DISCUSSION AND APPROVAL OF AN ADDENDUM TO ARTICLE 5 COMPENSATION, BENEFITS AND EXPENSES FROM THE EAST KERN HEALTH CARE DISTRICT'S ADMINISTRATIVE CODE IN REGARD TO DIRECTOR COMPENSATION.

Motion _____ Second _____

Action _____

19. DISCUSSION AND APPROVAL FOR THE 2022 FISCAL YEAR BUDGET WHICH INCLUDES A DISCUSSION ABOUT CAPITAL EXPENSES FOR FISCAL YEAR 2022.

Motion _____ Second _____

Action _____

20. CLOSED SESSION: PENDING LITIGATION

FUTURE AGENDA ITEMS:

- Director: Rubi Foley
- Chair: Karen Macedonio:
- Director: Richard Macedonio:
- Director: LaMiya Patrick:
- Director: Lois Peralta

DIRECTORS COMMENTS FOR NON-AGENDA ITEMS:

- Director: Rubi Foley
- Chair: Karen Macedonio:
- Director: Richard Macedonio:
- Director: LaMiya Patrick:
- Director: Lois Peralta

STAFF COMMENTS:

- Linda Cook:
- David Aranda:
- Alex Lemieux:

ADJOURNMENT

Motion _____ Second _____ Time _____

NEXT REGULAR MEETING: July 6, 2021 5:00 pm. 8101 Bay Ave California City, CA

“Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in this agendized public meeting should be directed to the District’s office at (760) 373-2804 or Cell (661) 220-6100 at least 48 hours prior to said meeting.”
Agenda posted 05/24/2021

SUBJECT: Presentation of the 2020 Fiscal Year-end Audit by Nigro & Nigro and approval to receive and file the audit.

SUBMITTED BY: David Aranda, BHI Consulting

MEETING DATE: June 1, 2021

BACKGROUND: It was a priority to find an audit firm that would audit the financial records for EKHCD for the fiscal year 2020. This became necessary because of the prior auditor notifying the District that they would not be performing Special District Audits any longer.

The Board reviewed three proposals and selected Nigro & Nigro to perform the work.

Linda has provided, in a timely manner, all the documents that Nigro needed (the list of the items are attached) and the Board will now have a chance to review the audit and ask questions from the presenter Paul Kaymark.

RECOMMENDATION:

Paul does a good job of covering financial audits but the board should feel comfortable in asking Paul any questions that will assist board member to better understand the current financial condition of the District.

NOTE: HOPEFULLY THE ELECTRONIC COPY OF THE AUDIT WILL BE ATTACHED.

Agenda # 8

Shawn Sprague Consulting Report

(No report received)

BHI MANAGEMENT CONSULTING

"Organizational Efficiency for Public Agencies"

Board of Directors
East Kern Health Care District
California City, CA 93505

May 24, 2021

From: David Aranda, Sr. Associate
BHI Management Consulting
(661) 300-1231

Subject: Report from BHI Management Consulting (BHI) regarding work for East Kern Health Care District (District) in May. Section 1 outlines activities resulting in effort hours for the District in the month. Invoice #021-22 capture this work. 30 hrs. per month of Mr. Aranda's time was authorized by the Board of Directors at their regular April meeting. To the degree that circumstances present themselves, day-to-day, the work accomplished in may represents that priorities of the Board.

SECTION 1: ACTIVITIES

- Mr. Aranda worked thirty hours of work dating April 23, 2021-May 22, 2021 accomplished the following:
 1. Attended the California City Council Meeting regarding to the Lighting and Landscaping District Assessment. (I am meeting with the City Manager and Public Works Chief on Monday May 22nd and further reports should emerge from this meeting.)
 2. Reviewed the various District property leases. Made contact with all the individuals who are involved with their respective agencies and working with the District.
 3. Walked each of N. Loop buildings that the District rents out to AdventistHealth, Bartz-Altadonna, T.J. Srijaerajah, MD. And Westpoint Physical Therapy with Director R. Macedonio.
 4. Met with Tip-Top Tree Service and obtained recommendations and a quote regarding the trees in the front of the N. Loop buildings. See agenda item.
 5. Drafted a memo and attachments regarding the rentals and possible action items that needing to be addressed.
 6. Attended and participated in the Special Meeting of the District held May 19th.
 7. Attended and participated in a zoom webinar with SoCalREN. A nonprofit agency that assists governmental agencies in working with various utility providers to obtain the most cost-effective energy use from their operations.

BHI MANAGEMENT CONSULTING

"Organizational Efficiency for Public Agencies"

8. Numerous phone calls to various individuals, i.e. CSDA Legislative, SDLF, Tiffanie, Shirley, Jim at AH, Amber for Westpoint Therapy, Mary with Bartz, etc.
9. Met with Brent Ives and President Macedonio on Zoom regarding District priorities.
10. Reviewed and developed numerous e-mails and phone calls with SDRMA and Steffeni Moreno, Broker for IWV Insurance. Worked with Linda to obtain paperwork fill out all the forms to obtain quotes for Workers Compensation, Property/Liability and Errors and Omissions Insurance for the District. See agenda item.
11. Looked at files attempting to find the legal document for the name change of East Kern from Hospital to Health Care District. This is in conjunction with our application with Bank of the Sierra for a District Credit Card.
12. Drafted a policy for payroll payments to Directors. See agenda item.
13. Communicated with Nigro & Nigro regarding the 2020 Audit.
14. Visited and called several real estate agents and property management firms regarding the commercial sq.ft. rate for comparable medical office space and obtaining interest and costs for a property management company to oversee the rental of the District buildings.

SECTION 2: RECOMMENDATIONS:

Fortunately, the two newest Board members were able to receive 90 minutes of Board orientation training from Mr. Ives and the full board the Board of Directors was able to participate May in the first workshop on long-term planning.

At each regular Board meeting, the Board should discuss the BHI report and assure that priorities meet expectations.

Work on long-term planning should continue each month with Board to assure that specific priorities are being addressed.

Please feel free to contact Mr. Ives or myself with any questions or thoughts regarding this report.

David

From: info@csla.net
Sent: Wednesday, May 5, 2021 3:52 PM
To: daranda300@gmail.com
Subject: CSLA Order Confirmation



**California Spe
Districts Asso**

Dear LaMaya,

Thank you for your order! We are glad to be a resource for you and your agency.

Below are the details of your order. Please retain this email for your records.

Order Number: 92386
Order Date: May 5, 2021 3:31 PM
Bill To: LaMaya Patrick
Order Total: 350.00
Payment Method: Visa Credit Card *****1943
Name on Card: David Aranda

Item	Price	Qty	Total
Virtual Workshop: SDLA Module 3 - Board's Role in Finance - LaMaya Patrick <i>When:</i> May 12, 2021 9:00 AM - May 13, 2021 12:00 PM <i>Registration option:</i> May 12, 2021 - SDLA Module 3 - Board's Role in Finance	175.00	1	175.00
Virtual Workshop: Module 4: Board's Role in HR - LaMaya Patrick <i>When:</i> May 26, 2021 9:00 AM - May 27, 2021 12:00 PM <i>Registration option:</i> May 26, 2021 - SDLA Module 4: Board's Role in HR	175.00	1	175.00
	Item Total		350.00
	Shipping		0.00
	Handling		0.00
	Item Grand Total		350.00
	Transaction Grand Total		350.00

CSLA Anti-Discrimination and Harassment Policy

Thank you again for your support!

PAID
DAs cc.

David

From: Amy Whitehouse <awhitehouse@energycoalition.org>
Sent: Friday, May 21, 2021 9:02 AM
To: David; directormacedonio@ekhcd.org; Cruz, Joe; Justin Hart; Sandy Gabriel; Dodero, Samantha; East Kern Health Care District
Cc: Fernanda Craig; Rebecca Hausheer; Mallory Schaefer; Nicol Manzanares; Imedina@isd.lacounty.gov; Chauncy Tou; George Coronel
Subject: Re: East Kern Health Care District Initial Kick-off
Attachments: EKHCD Enrollment IKO Notes.pdf

Hello All,

I want to thank everyone for coming together on Wednesday for a very productive Initial-Kickoff Meeting that concluded in East Kern Health Care District's enrollment in the SoCalREN Public Agency Program. We are very excited to be able to work with the District and coordinate resources to support energy efficiency projects. Below you'll find the next steps for easy reference and attached are the full meeting notes. Please let me know if anyone has any questions, clarifications, or additions. We look forward to providing updates to this group as we usher the District into the project identification process.

Enrollment & Next Steps:

- East Kern Health District is officially enrolled in SoCalREN
- SJVCEO to support the District in initiating the utility data request (pending)
 - This will result in emails from the District to Justin (SCG and Sandy (SCE) creating a direct line of communication with the utilities
- SoCalREN will send notes & recording to all parties (done)
- SoCalREN will use utility data (once received) to develop a Comparative Energy Analysis to get a snapshot of energy usage and identify facility candidates for audits, etc.
- To access the recording of the meeting, use this [link](#) and use the passcode: gQ8BR5c#

Thanks all, and have an excellent weekend.

Amy

On Tue, May 18, 2021 at 4:27 PM Mallory Schaefer <mschaefer@energycoalition.org> wrote:
Hello all,

My name is Mallory Schaefer, and I will be assisting with the initial kick-off meeting tomorrow at noon. I have attached the slides and agenda for tomorrow, so you will all have access to them during the meeting if needed. Feel free to reach out ahead of time if there are any questions!

Thank you,

--

David

From: Julie Leiva <jleiva@bankofthesierra.com>
Sent: Friday, May 7, 2021 11:09 AM
To: 'David'
Subject: RE: Visa Application

Thank you,

Julie Leiva
VP Senior Operations Manager
Tehachapi Main
661 822-6801 X3702
jleiva@bankofthesierra.com



From: David <daranda300@gmail.com>
Sent: Friday, May 7, 2021 10:41 AM
To: Julie Leiva <jleiva@bankofthesierra.com>
Subject: RE: Visa Application

*****EXTERNAL SENDER*****

OK. I'll try to get that information. David.

From: Julie Leiva [<mailto:jleiva@bankofthesierra.com>]
Sent: Friday, May 7, 2021 10:07 AM
To: 'daranda300@gmail.com' <daranda300@gmail.com>
Subject: Visa Application

Good morning David,

Thanks for your recent application. Please send the following information to begin processing it:

1. Legal Identity Documentation - please see the application checklist for requirement details and acceptable options.
2. The most recent fiscal year-end financial statements (Income Statement and Balance Sheet) or business tax returns. All documents must be correctly dated and titled with the full legal business name.
3. **For municipal applicants, the most recent complete year end audited financial statements, with all preparer information and notes, can function as "Legal Proof of ID" (Item 1) and would include the best supporting financial information (Item 2). The name on the report would typically need to match the applicant's legal name.

Items will be needed within 10 business days to process.

Sincerely,

David

From: Amy Whitehouse <awhitehouse@energycoalition.org>
Sent: Friday, May 21, 2021 9:02 AM
To: David; directormacedonio@ekhcd.org; Cruz, Joe; Justin Hart; Sandy Gabriel; Dodero, Samantha; East Kern Health Care District
Cc: Fernanda Craig; Rebecca Hausheer; Mallory Schaefer; Nicol Manzanares; Imedina@isd.lacounty.gov; Chauncy Tou; George Coronel
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Thank you,

--



Mallory Schaefer

Pronouns: She | Her | Hers

Sr. Project Coordinator

Tel: 949-701-4646 | Dir: 949-379-1860

CONFIDENTIALITY NOTE: The information in this email is intended only for the use of the individual or entity named above. If you may have received this message in error, please email or call the sender. If you are not the intended recipient, any dissemination, distribution or copying is strictly prohibited.

--



Amy Whitehouse

Pronouns: She | Her | Hers

Project Manager

Tel: 949-701-4646 | Dir: 858-324-6483



Please consider the environment before printing this e-mail or its attachments.

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Fwd: NSDC Webinar - Special District Assistance in American Rescue Plan

1 message

david aranda <daranda300@gmail.com>
To: eastkernhealthcaredistrict@gmail.com

Mon, May 24, 2021 at 12:16 PM

Sent from my iPhone

Begin forwarded message:

From: David <daranda300@gmail.com>
Date: May 20, 2021 at 8:26:00 AM PDT
To: Karen Macedonio <directormacedonio@ekhcd.org>, Vanessa Stevens <vstevens@stallionspringscsd.com>
Subject: FW: NSDC Webinar - Special District Assistance in American Rescue Plan

FYI. David.

From: Cole Karr [mailto:colek@csla.net]
Sent: Thursday, May 20, 2021 8:16 AM
Subject: FW: NSDC Webinar - Special District Assistance in American Rescue Plan

Good morning, Central Network.

Re-forwarding the notification for today's live webinar covering COVID-19 funding opportunities, emphasizing the American Rescue Plan's Fiscal Recovery Funds, of which special districts may seek transfers from the state or county (or city), and how to advocate for these funds. There will be time for Q&A. The webinar will be live today (Thursday), at 11 a.m.

The recording will be available **as soon as** Monday on CSDA's Professional Development on-demand webinar page.

Let me know if you have any questions.

Thank you,

Cole

Cole Karr*Federal Advocacy Coordinator*

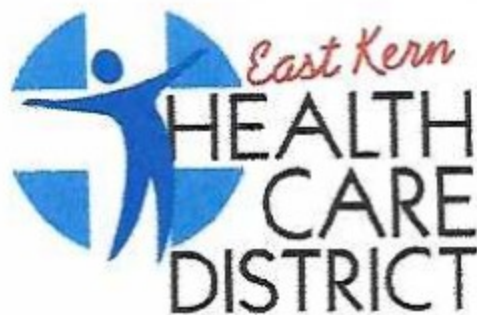
SPECIAL WEBINAR

State & Local Recovery Funds: Guidance, Advocacy and Alternatives

On Thursday, May 20, the National Special Districts Coalition will host a webinar detailing the American Rescue Plan Act's pandemic relief resources, including the recent U.S. Department of Treasury guidance on the \$350 billion State and Local Fiscal Recovery Funds, which special districts may access by transfer from states, counties, or cities.

This live webinar will offer details on key programs available for special districts relief and *how districts should advocate* for access to State & Local Fiscal Recovery Funds, the Emergency Rental Assistance and Homeowner Assistance programs, the Low-Income Household Water Assistance Program, and more. The NSDC Federal Advocacy Team will provide an overview of a library of template and sample documents and will take time to answer special districts' questions on the relief programs.

This event is open to members of the National Special Districts Coalition, comprised of the California Special Districts Association, Special Districts Association of Colorado, Florida Association of Special Districts, Special Districts Association of Oregon, and the Utah Association of Special Districts. Special district members of the South Carolina Association of Special Purpose Districts and Wyoming Association of Special Districts are also invited to attend.



Date: May 21, 2021

To: Board of Directors, East Kern Health Care District

From: David Aranda, Consultant for BHI

Subject: Overview of the District Buildings and Renters

Background: This memo will serve as a stepping-stone to action that the Board will need to take for a number of issues. You will note as I narrate this memo I have ** potential action items that should appear as agenda items for upcoming board meetings.

You will find attached to this memo a goggle map that outlines the buildings on N. Loop Dr. the District owns and rents out to various medical businesses. I have marked the goggle map with a letter that denotes the current renter in that portion of the building.

You will also find a very rudimentary drawing, not to scale of the insides of the buildings as I remember them based upon a quick walk through with Richard on Monday May 17, 2021.

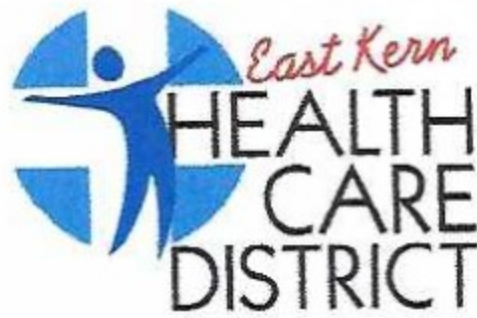
In conjunction with those attachments is an attachment that consists of a spreadsheet regarding pertinent information about each of our renters.

I am now going to provide information that I believe is important to the board, not in any particular order:

1. I called and stopped by a few real estate companies in Cal City. I found two individuals interested in property management of commercial businesses. Peggy at Coldwell Banker and Fred Whitney at IMC. Both stated that they manage properties for 10% of rental money collected. Currently this would be about \$575 per month based on our current monthly rental income. Based on my discussion with each of them their responsibility would include collection of rental money but more importantly regular oversight of the buildings, and taking care, in a responsive manner the needs of our tenants.

**Does the Board wish to "take action" in terminating the Sprague agreement?

**Does the Board wish to "enter into" negotiations in hiring a property management company?



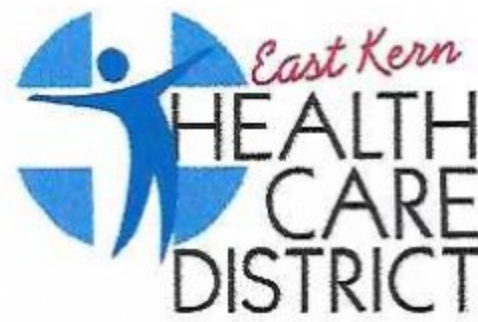
2. I also spoke to those two individuals, as well as others, regarding the going rate for office buildings per square foot. Fred stated around \$.75 per sq. ft. No one else I spoke to seems to have a dollar amount. Peggy stated that the offices she currently manages had renters in place prior to her managing them and thus she is not familiar with the going rate.

****Does the Board wish to review the current rates, as noted on the spread sheet and "take action" in regard to those rates?**

3. Space available and requests: After walking the various buildings, there is space in the area of the WestPoint operations for additional work areas. In walking through the Bartz-Altadonna work area one half of that area is not being rented by Bartz-Altadonna. I had a request about this space and its availability from Adventist Health. Based on that inquiry I spoke with Mary, of Bartz-Altadonna and she said they are interested in renting the additional space.

****I would suggest we pursue two things:**

- 1) Entering into an agreement with Bartz-Altadonna to rent the additional empty space in their portion of the building (Please note in the walkthrough they are already using some of the "empty space").
 - 2) I would also like to see if Adventist Health would be interested in renting the available space in the WestPoint Therapy portion of the building.
4. The walkthrough determined various areas that need to be addressed. A common theme seemed to be "nice to see you finally" or "we asked about this a long time ago, but nothing was done". I think it is very important for us to be responsive at this time to Richard and my observations as well as the specific requests that have been made by the tenants.
 5. I have contacted a locksmith and will be meeting with him on Monday the 24th regarding a complaint Dr. Srijaerajah's office made as to the doors/locks not working correctly and they were afraid the key may break in the lock. I would also like to move forward with contacting a HVAC company (Tiffanie says that we have used Reliable in the past) to change out filters, check and give an annual maintained to the HVAC and look at why the AC is not working in the Bartz-Altadonna empty area. I would also like to have an electrician come out and determine why the lights are not working in the same area.



6. There are other areas the Board needs to consider doing work on. There appears to be roof leaks that we will need to look more into, some of the carpet/flooring and walls need repair, repainting or replacing. Outside we obtained a quote for tree work and some additional work.

****Does the board wish to address the tree work, at this time? What about the sidewalk and other improvements to the outside area of the buildings?**

7. Finally, the Utilities. Currently Adventist Health and Dr. Sri pay their utility bills. Because of lack of separation, Westpoint and Bartz-Altadonna are not paying the utility bills. The District is, even though the rental agreement states that they are responsible for it. At a recent meeting with SoCalREN involving the possibility of utility audits, improvements for energy efficiency it was determined that as a governmental agency, the utility bills must be in the name of EKHCD.

****The Board needs to determine how we wish to proceed. The Board needs to determine if it is worth the District being responsible for all the utility bills and the District somehow recoups the cost in a revised rental agreement. Another possibility is to not worry about what SoCalREN may offer, leave the Dr. Sri's and Adventist Health as it and use a square footage calculation to determine what WestPoint and Bartz should be paying in relation to utility bills.**

I think that covers it. Let me know what your thoughts are and any questions you may have. As stated, this memo is to assist each board member have a better understanding of our issues and hopefully be better prepared as we bring these issues to the Board for decision making.

Thank you,

David Aranda

EAST KERN HEALTH CARE DISTRICT
TENANT INFO SHEETS

RENTER NAME	RENT AMOUNT	CONTACT INFO	NOTES
Adventist Health 9350 North Loop Blvd California City, CA 14,976	\$1,248.00	760-373-1785 ozatall@ah.org Contact: Jim Divian 559-383-4682	Term: 3 yrs 7/2/19-7/2/22 (automatically extended for 2 3 year terms Needs 6 mo's prior notice, to end current terms/or terminate. Square Feet: 1250 Rent is paid prior to 25th of each mo, or 1.5% penalty Utilities: Paid by Tenant Insurance Req: 2 Mill-Comp, 2 Mill-Liab
Adventist Health-Mod. 9350 North Loop Blvd (Modulars) California City, CA 8,867	\$738.97		Term: 3 yrs 11/1/20-11/1/23 (May be extended 2 Add'l Yrs if tenant provides 180 days prior w/ntc) Square Feet: 720 (1 modular building) Rent is paid prior to 25th of each mo, or 1.5% late penalty Utilities: Paid by Tenant Insurance Req: 1 Mill-Bodily Injury, 1 Mill-Aggregate, \$100,000 Prp Dmg + Medical Malpractice 1 Mill
Bartz-Altadonna 9300 N. Loop Blvd #A California City, CA 15,000	\$812.50 7/1/20 \$937.50 1/1/21 \$1250.00 7/1/21	661-874-4050 Ofc Mary Cummings 43322 Gingham Ave Lancaster,CA 93535 661-874-4050 ex 201	Term: 5 yrs 3/4/20-4/1/25 (5 YR Lease-Automatically Ext 2 add'l 5yr terms unless 6 mo's prior notice) First 4 mo's Free (flooring credit \$12,500, cur credit bal left \$2,937.50) Square Feet: 2500 Insurance Req: 2 Mill-Liability, 2 Mill-Property Comp
T.J. Srijaerajah, MD 9278 North Loop Blvd. California City, CA 19,200	\$1,600.00	760-373-4809 Ofc Debbie Ramirez 661-948-1611 Cell: 661-547-3548	Term: 3 yrs 5/1/18-5/1/21, 3 yrs extendable Square Feet: 2500 Rent is paid prior to 1st, 1.5% late after 60 days delinquent Utilities: Tenant Pays Holdover- tenant becomes m-t-m Insurance Req: 1 Mill-Bodily Injury, 3 Mill-Aggregate, 1 Mill-Prp Dmg + Medical Malpractice 1 Mill

EAST KERN HEALTH CARE DISTRICT
TENANT INFO SHEETS

Westpoint Physical Therapy 9300 N. Loop Blvd, #A&B California City, CA	\$900.00	760-373-7338 Ofc 661-265-0060 X102 Amber	Term: 3 yrs 5/1/18-5/1/21 (Can be extended add'tl 2 yrs w/ 6mo's prior ntc) Square Feet: 2880 Insurance Req: 1 Mill-Bodily Injury, 1 Mill-Aggregate, 100,000-Prp Liab + Medical Malpractice 1 Mill
10,800			

Tim Rifenberg 8101 Bay Avenue California City, CA	\$150.00		Term: Month to Month Square Feet: 500 Utilities: Landlord Pays Insurance Req: 1 Mill-Bodily Injury, 3 Mill-Aggregate
1,800			



East Kern Health Care District Properties

8101 and 8051 Bay Ave- District office space- 12,000sqft building, One office space occupied by Tim Rifenberg

8101 and 8051 Bay Ave building was appraised March 2018 for \$650,000.00

9278 North Loop Blvd. - occupied by Dr Sri- 2500sqft office space

9300 North Loop Blvd. Suite A- partially occupied by West Point Physical Therapy- 2880sqft office space

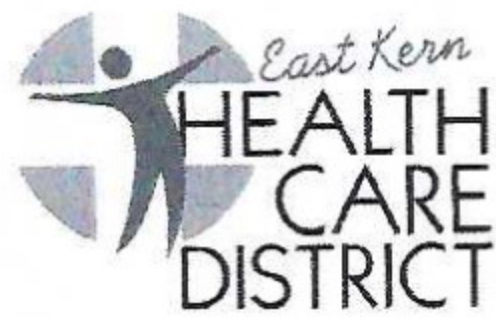
9300 North Loop Blvd. Suites B and C- partially occupied by Bartz Altadonna- 2500sqft office space

9350 North Loop Blvd. – occupied by Adventist Health- 1250sqft office space

9350 North Loop Blvd. Modular Unit- occupied by Adventist Health- 720sqft office space

9.15 acres of vacant land located on North Loop Blvd. APN# 208-080-34-4-1

2 acres of vacant land on the corner of North Loop Blvd and Hacienda Blvd- leased to the East Kern Historical Society



Property	Tenant	Square footage	Rent Rent per sqft.	Lease term Lease Expiration	Monthly Districts Expenses per property
9278 North Loop	Dr. Sri	2514.5sqft	\$1600.00 \$.64sqft	3 years ending May 2021	Exterminator-\$40 Water- Varies Trash- \$130
9300 North Loop Ste A	West Point	1440sqft used by West Point Total Sqft of building is 2880sqft	\$900.00 \$.63sqft	3 years ending May 2021	Exterminator-\$35 Water- Varies Trash- \$130 Gas- Varies Electric- Varies
9350 North Loop	Adventist Health	1248sqft	\$998.00 \$.80sqft	1 year ending July 2019	Exterminator-\$50 Water- Varies Trash- \$120
9350 North Loop Modular Unit	Adventist Health	720sqft	\$738.97	3 years ending October 2023	Our cost to modular company \$638.98 thru Oct 2023
8051 Bay Ave	Tim Rifenberg	462sqft	\$150.00 \$.32sqft	Month to Month	All utilities are paid with District office
9300 North Loop Suites B and C	Bartz Altadonna Ste C	1250 sqft used by Bartz Total sqft of buildings is 2500sqft	Jan 2021 - June 2021 \$937.50 July 2021 On \$1250.00 Bartz installed flooring in leu of rent flooring cost \$12,500 Rent payment will begin July 2021	5 years ending March 2025	Exterminator-\$35 Water- Varies Trash- \$130
2 acres of vacant land	East Kern Historical Society		\$1.00 a year	50 years ending April 2064	No Utilities

* All North Loop properties are on one water meter and District receives one bill for all properties

* All North Loop properties are on one trash bill- there are three 10yd dumpsters for all office buildings to use

* District will pay for repairs as needed to all office buildings and equipment. ie: A/C units etc.

Google Maps

E

C

A



Imagery ©2021 Maxar Technologies, Map data ©2021 20 ft

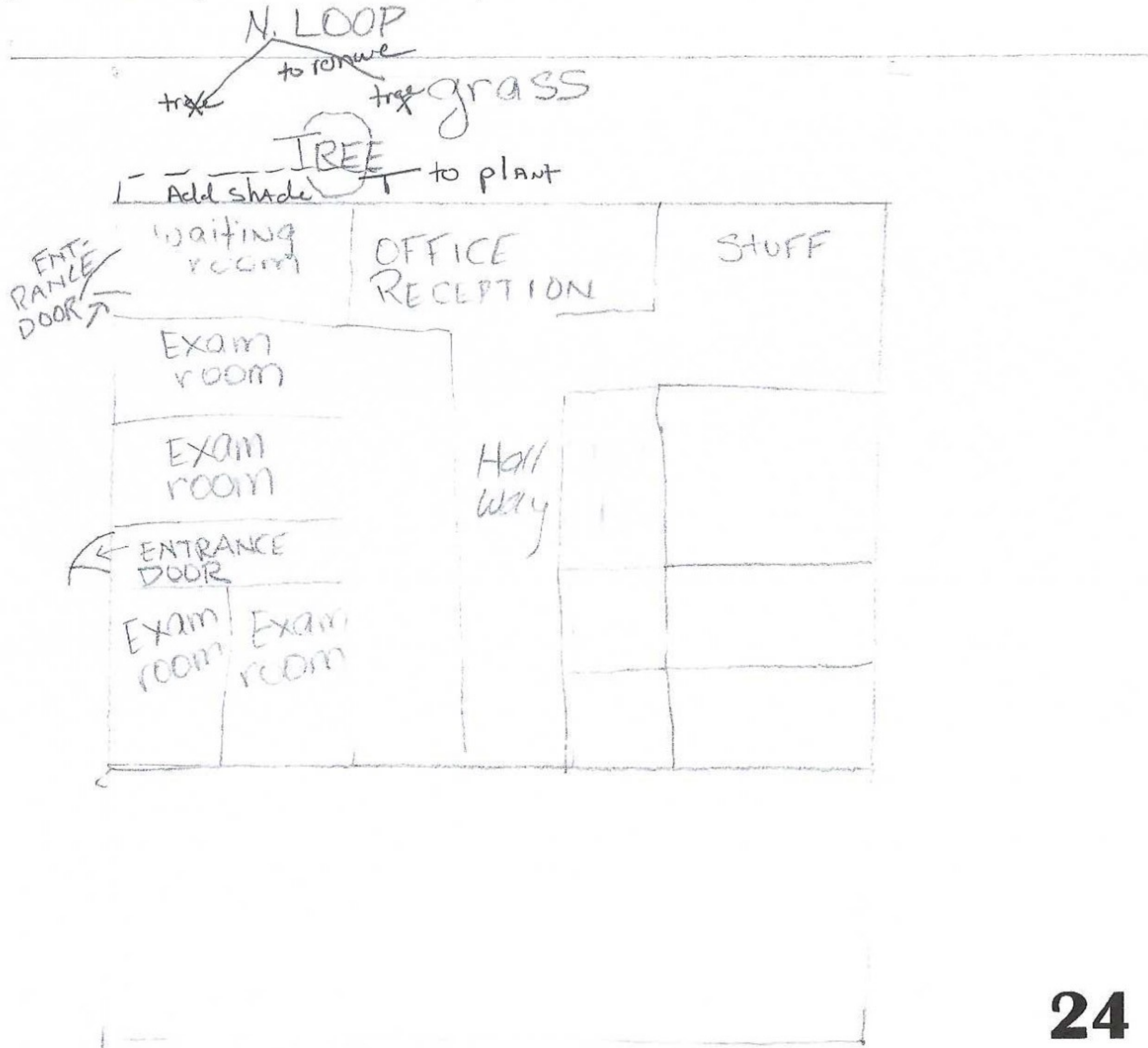
D-2

D-1

B

Modular
Not showing
on this map

A''



B" Adventist Health

↑ TO BUILDING A

ENTRANCE DOOR →

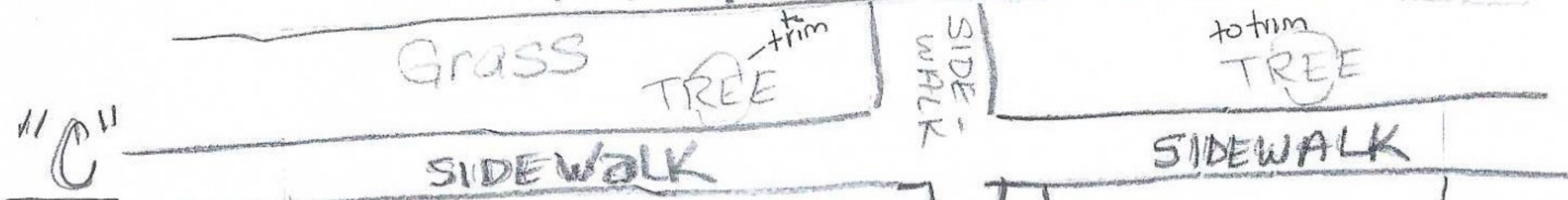
MODULAR

RAMP

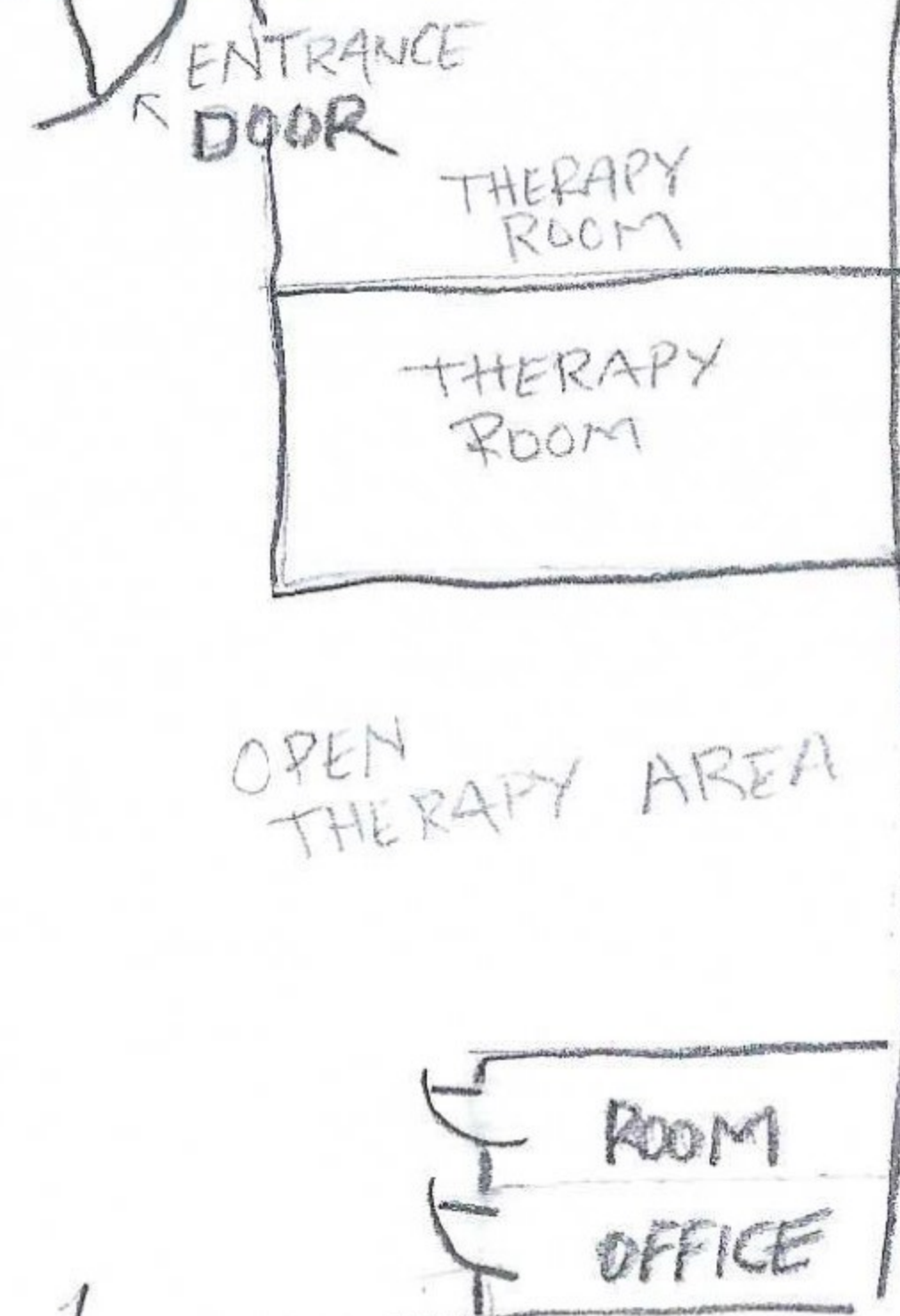
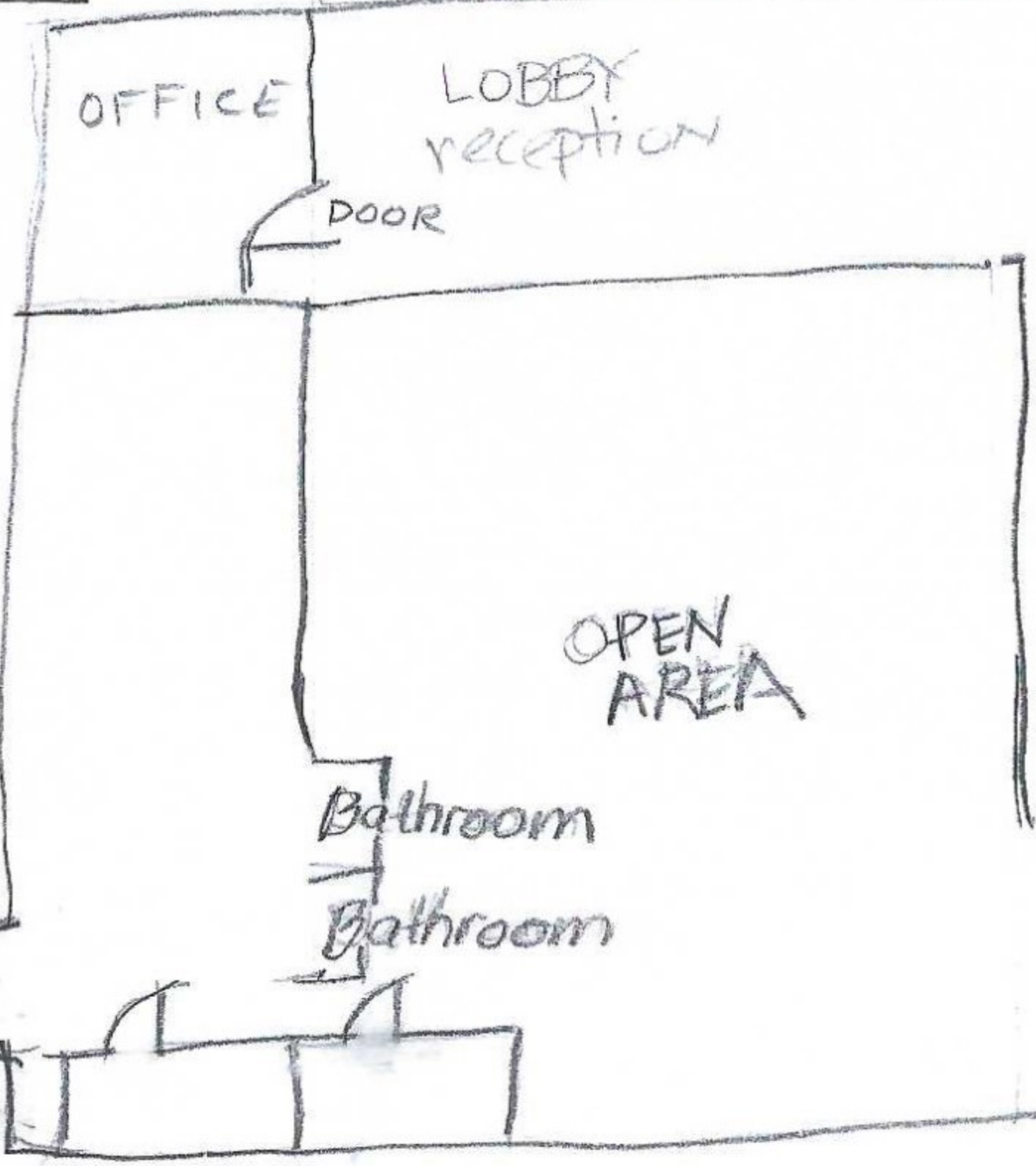
Westpoint Physical Therapy 9300 N. LOOP A

N LOOP

↓ mark "red"



"C"



EXIT DOOR

BARTZ-ALTADONNA 930 N. LOOP

D-1

TO BUILDING "C"

Empty Space
See D2

Parking

Bathroom

waiting room

Bathroom

reception

ENTRANCE

EXAM

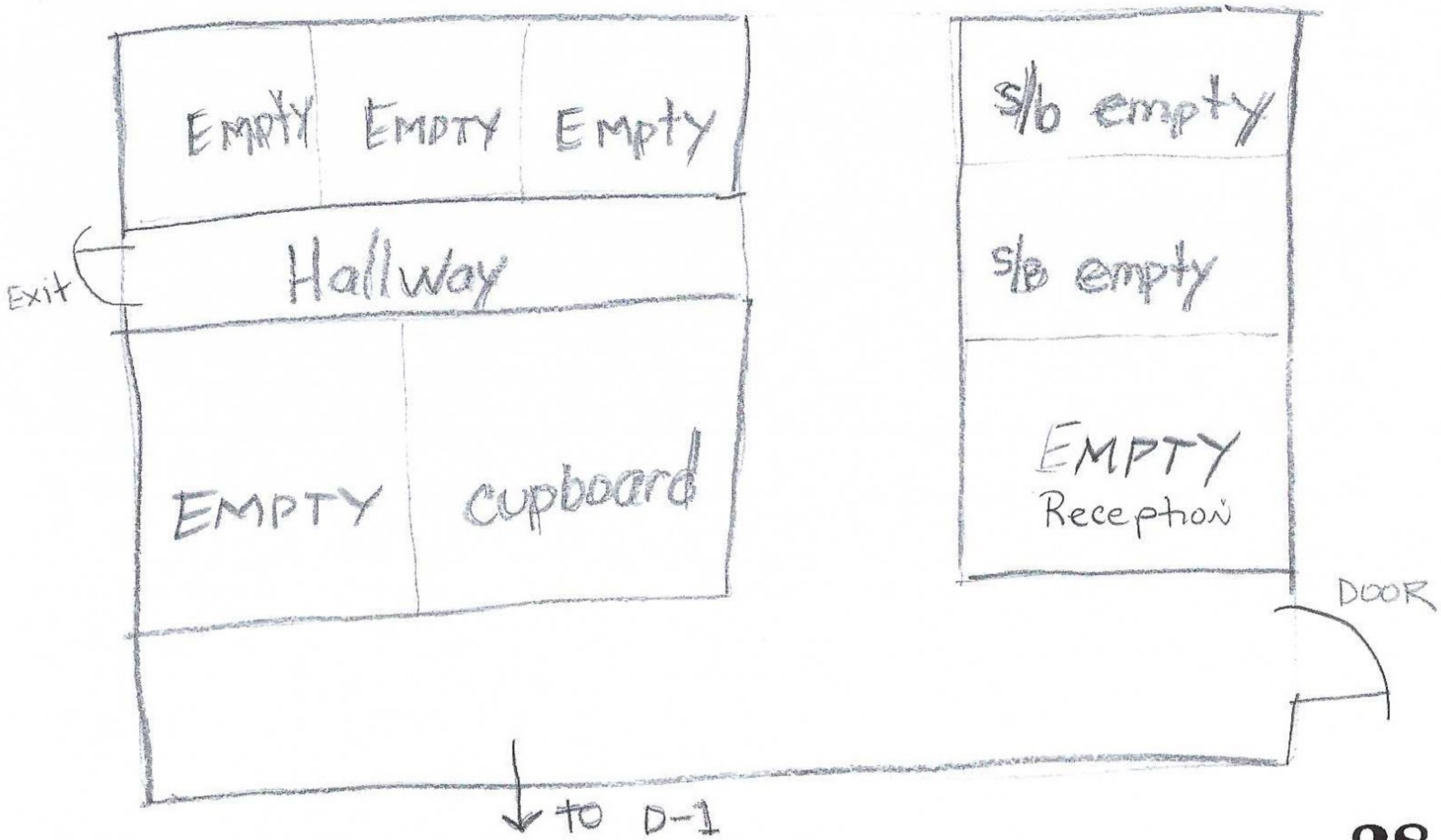
EXAM

EXAM

"D-2"

Bartz Altadonna
EMPTY SIDE

9300 N Loop

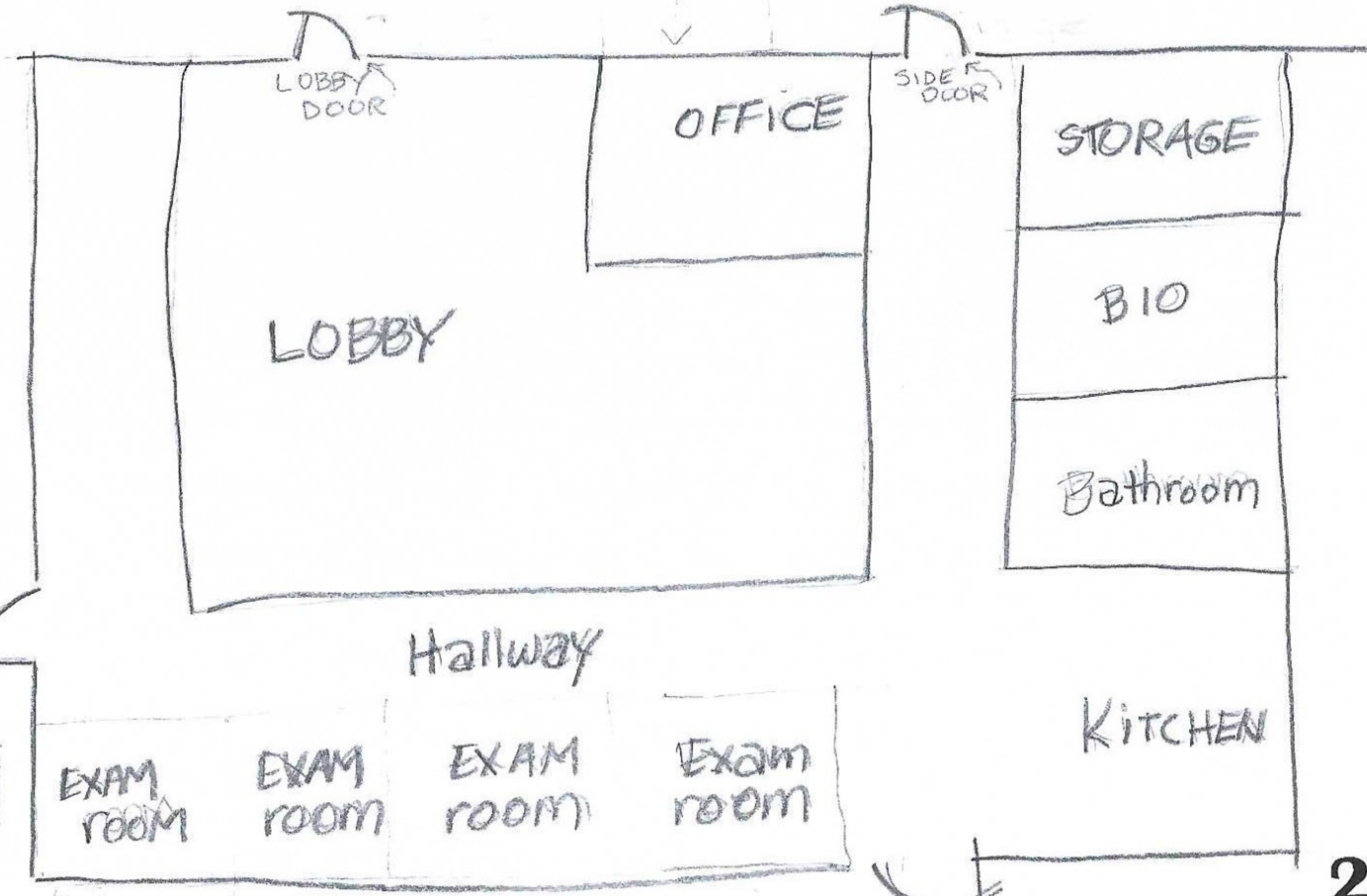


Dr. T. J. Srijaerajah 9278 N LOOP BLVD
N LOOP

"E"

SIDEWALK

GRASS



SIDE DOOR

Hallway

EXAM room

EXAM room

EXAM room

EXAM room

KITCHEN

EXIT DOOR

David

From: Bianca Franco <Bianca.Franco@mobilemodular.com>
Sent: Wednesday, May 12, 2021 3:49 PM
To: daranda300@gmail.com
Subject: POR Quote- East Kern Health Care District
Attachments: POR Quote.pdf

Good afternoon David,

Per your request attached is the quote to purchase the unit off rent. This is only a quote so if you want to move forward with the purchase please make sure that you get in touch with us so that we can send you the appropriate paperwork for signature and if you do not want to proceed do let me know so I can clear down the quote.

Please note that the quote is only valid for 30 days and pricing may change after the 30 days.

If you have any questions or concerns please feel free to ask me.

I look forward to your response.

Thank you,

Bianca Franco | Operations Administrator

Mobile Modular | 11450 Mission Blvd, Mira Loma, CA 91752

t: (951) 360-5117 | bianca.franco@mobilemodular.com





Mobile Modular Management Corporation
 11450 Mission Blvd.
 Mira Loma, CA 91752
 Phone: (951) 360-6600 Fax: (951) 360-6622
 www.mobilemodular.com

Purchase Off Rent
 Quotation Reference: 120053676.1
 Date of Quote: 05/12/2021

Customer & Site Information		Mobile Modular Contact
Customer Information: East Kern Health Care District PO Box 2546 California City, CA 93504	Site Information: East Kern Health Care District 9300 North Loop Boulevard California City, CA 93505 David daranda300@gmail.com (661) 300-1231	Questions? Please Contact: Ryan Swindell ryan.swindell@mobilemodular.com Direct Phone: (951) 360-5130 Fax:

Product Information				
	Qty	Purchase Price	Extended Purchase Price	Taxable
Office, 12x60 HCD (Item1615W) 2 Offices with Handicap Accessible Restroom. Size excludes 3' towbar. Lease 220036238, BID 35601	1	\$38,243.00	\$38,243.00	Y

Charges Upon Delivery:				
	Qty	Charge Each	Total One Time	Taxable
Office, 12x60 HCD (Item1615W) Fee, License or Registration for Sale	1	\$1,147.29	\$1,147.29	N
			\$1,147.29	

Special Notes

POR- Rent Due Until Paid in Full: Please be aware that rent is due until the purchase price quoted above and all open balances are paid in full.

Floor Plans

All drawings and specifications are nominal

Additional Information

- Quote is valid for 30 days
- A minimum cleaning charge per floor will apply for modular buildings and for containers with offices, no minimum cleaning charge applies for storage containers.
- Customer's site must be dry, compacted, level and accessible by normal truck delivery. Costs to dolly, crane, forklift, etc. will be paid by customer. Unless noted, prices do not include permits, ramp removal, stairs, foundation systems, foundation system removal, temporary power, skirting, skirting removal, engineering, taxes or utility hookups.
- Subject to equipment availability. Unless noted, equipment and related furnishings, finishes, accessories and appliances provided are previously leased and materials, dimensions, and specifications vary. Detailed specifications may be available upon request. For lease transactions, Mobile Modular reserves the right to substitute equal or better equipment prior to delivery without notice.
- This transaction is subject to prior credit approval and all terms, conditions, and attachments of MMMC's standard contract. Security deposit and payment in advance may be required.
- **Prices do not include applicable tax.**
- **Unless otherwise noted, prices do not include prevailing wages, Davis-Bacon wages, or other special or certified wages.**



Mobile Modular Management Corporation
 11450 Mission Blvd.
 Mira Loma, CA 91752
 Phone: (951) 360-6600 Fax: (951) 360-6622
 www.mobilemodular.com

Lease Agreement
 Contract: 220036238.1
 Contract Term: 36 Months
 Date Printed: 08/28/2020
 Start Rent Date: 01/01/2024

Customer & Site Information		Mobile Modular Contact
Customer Information: East Kern Health Care District PO Box 2546 California City, CA 93504 Tiffanie Breen eastkernhealthcaredistrict@gmail.com (760) 373-2804	Site Information: East Kern Health Care District 9300 North Loop Boulevard California City, CA 93505 Tiffanie Breen eastkernhealthcaredistrict@gmail.com 760-373-2804	Questions? Please Contact: Brandy Sacci Brandy.Sacci@mobilemodular.com Direct Phone: (951) 360-6600 All other inquiries: (951) 360-6600
Customer PO/Reference: Exp: // By:		

Product Information			
	Qty	Monthly Rent	Extended Monthly Rent Tax
Office, 12x60 HCD (Item1615W) 2 Offices with Handicap Accessible Restroom. Size excludes 3' towbar.	1	\$568.38	\$568.38

	Qty	Charge Each	Total One Time Tax
Charges Upon Delivery:			
Office, 12x60 HCD (Item1615W)	1	\$2,423.00	\$2,423.00
Modifications	1	\$162.00	\$162.00
Block and Level Building (A3)	1	\$968.00	\$968.00
Delivery Haulage 12 wide	1	\$212.00	\$212.00
Delivery Haulage Permit 12 wide	1	\$94.00	\$1,880.00
Install Foundation, Tiedown (Blvl)	20	\$300.00	\$300.00
Trip charge to install tie downs	1		\$5,945.00

Security Deposit 36 month
 10/5/20 -
 10/5/23 - keep a buy & a Return

Subtotal of Monthly Rent:	\$568.38
Monthly Personal Property Expense (PPE):	\$27.40
Taxes on Monthly Charges:	\$43.19
Total Monthly Charges (incl Taxes & PPE):	\$638.97
Subtotal of One-Time Charges upon Delivery:	\$5,945.00
Taxes On One Time Charges:	\$311.97
Security Deposit:	\$2,500.00 ✓
Est. Initial Invoice:	\$9,395.94

	Qty	Charge Each	Total One Time Tax
Charges Upon Return:			
Office, 12x60 HCD (Item1615W)	1	\$125.00	\$125.00
Cleaning Fee	1	\$128.00	\$128.00
Prepare Equipment For Removal (A3)	20	\$26.00	\$520.00
Removal, Tiedown	1	\$968.00	\$968.00
Return Haulage 12 wide	1	\$212.00	\$212.00
Return Haulage Permit 12 wide	1		\$1,953.00

Special Notes

Delivery Date:
Delivery Date: Delivery date will not be confirmed until Mobile Modular receives and approves the signed Agreement and credit conditions have been met.
General: Customer's site must be dry, compacted, level and accessible by normal truck delivery. Pricing does not include clearing or grading of sites, obstruction removal, site or final building clean up, any asphalt transitions, dolly, crane, forklift.



Remit to:
Mobile Modular Management Corporation
 PO Box 45043
 SAN FRANCISCO, CA 94145

Invoice

Invoice: 2089487
 Contract: 220036238
 Customer PO:
 Invoice Date: 06-Oct-2020

Customer Information

East Kern Health Care District
 PO Box 2546
 CALIFORNIA CITY, CA 93504

Questions about this invoice?

Contact Name: Stacy Labrucherie
 Email: stacy.labrucherie@mgrc.com
 Phone: 925-453-3191
 Fax: 925-453-3203
 All Other Inquiries: 951-360-6600

Item & Description	Tax	Charge
9300 North Loop Boulevard California City CA, 93505	Y	\$568.38 ✓
- Office, 12x60 HCD (Item.1615W) (Bldg ID # 35601 / E-Code 129) 10/06/2020 to 11/04/2020	N	\$162.00 ✓
-- Block and Level	N	\$968.00 ✓
-- Delivery Haul	Y	\$1,316.00
-- Install Foundation	Y	\$2,423.00 ✓
-- Modification	N	\$212.00 ✓
-- Permit Charge	N	\$300.00 ✓
-- Service, Trip Charge		
PO Box 2546 California City CA, 93504	N	\$2,500.00 ✓
-- Security Deposit		

*estimated to be \$1880.00 -
 refund given*

Total: \$8,449.38
Personal Property Expense: \$27.40
Total Taxes: \$314.28
Remit Total: \$8,791.06

SPECIAL INSTRUCTIONS

TERMS: NET DUE UPON RECEIPT

This transaction subject to the terms and conditions of McGrath RentCorp or Mobile Modular Management Corp.
FOR PROPER CREDIT, PLEASE DETACH & RETURN WITH PAYMENT TO THE REMIT TO ADDRESS ABOVE.

Remittance for: **East Kern Health Care District**

Amount enclosed \$ _____
 Please explain if the amount is different from the invoice amount:



Account: R1027347
 Invoice: 2089487
 Contract: 220036238
 Invoice Date: 06-Oct-2020
Remit Total: \$8,791.06

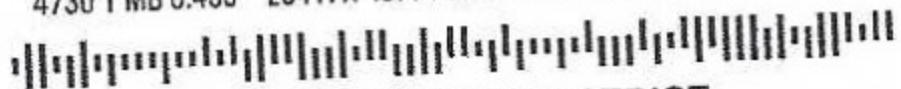
Thank you for the opportunity to serve you. We appreciate your business.

modular

5700 Las Positas Road
Livermore CA 94551

received
10/13/2020
Duplicate Invoice

4730 1 MB 0.439 E0417X I0771 D6704258977 S2 P7751203 0001:0001



EAST KERN HEALTH CARE DISTRICT
PO BOX 2546
CALIFORNIA CITY CA 93504-0546

INVOICE

ACCOUNT NO	INVOICE NO	INVOICE DATE
R1027347	2089487	06-OCT-2020
INVOICE AMT	TERMS	CONTRACT
\$8,791.06	NET DUE UPON RECEIPT	220036238
CUSTOMER PO		
NOTE		
Questions about this invoice? Contact Name: Stacy Labrucherie Email: stacy.labrucherie@mgrc.com Phone: 925-453-3191 Fax: 925-453-3203 For Returns, Service or Other Inquiries: 951-360-6600		

Item & Description	Tax	Charge
Site Location: 9300 North Loop Boulevard, California City, CA 93505		
Office, 12x60 HCD (Item 1615W) (Bldg ID # 35601 / E-Code 129)	Y	568.38
Rent 10/06/2020 to 11/04/2020	N	162.00
Block and Level	N	968.00
Delivery Haul	Y	1,316.00
Install Foundation	Y	2,423.00
Modification	N	212.00
Permit Charge	N	300.00
Service, Trip Charge		
	Site Total:	5,949.38
	Tax:	314.28
Site Location: Po Box 2546, California City, CA 93504		
Security Deposit	N	\$2,500.00
	Site Total:	2,500.00

LOOK, OUR REMIT-TO ADDRESS HAS MOVED TO THE BOTTOM OF THE INVOICE!



Why wait 3-4 days to receive your invoices in the mail?
Email billing delivers your invoices to you overnight, giving you access to your information faster.
It's an exact copy of your paper invoice in PDF format that you can easily save and review.

SIGN UP TODAY

by contacting the person in the "Questions about this invoice?" box

REMIT TO Mobile Modular P.O. Box 45043 San Francisco CA 94145-5043	Total:	\$8,449.38
	Personal Property Expense:	\$27.00
	Total Tax:	\$14.28
	Remit Total:	\$8,791.06



Mobile Modular Management Corporation
 11450 Mission Blvd.
 Mira Loma, CA 91752
 Phone: (951) 360-6600 Fax: (951) 360-6622
 www.mobilemodular.com

Lease Agreement
 Contract: 220036238.1
 Contract Term: 36 Months
 Date Printed: 08/28/2020
 Start Rent Date: 01/01/2024

electrical or plumbing connections, window coverings, furniture, casework, appliances, doorstops, phone or data lines, gutters, downspouts or tie-in, temporary power, temporary fencing, traffic control, flagmen, soil and/or pull test, custom engineering, fees associated with inspections, city or county submittals and/or use permits, security screens, door bars and any item not specifically listed as being included.

Stairs: Mobile Modular will provide standard 30" fixed height, one-piece metal stairs are at no additional charge. Securing stairs to the modular, adjusting stairs to the threshold of the doorway, adjusting the treads, landing or handrails to meet local, state or federal requirements are the sole responsibility of the Customer.

Tie-downs: Quantity and price may vary based on seismic source factor and site conditions. Patch and repair of site after removal is not included and is the responsibility of the Customer. Alternative non-penetrating seismic system is available for an additional charge. Wet-stamped engineering available for an additional charge.

Buildings containing a restroom(s): Restrooms are not self-contained. Where applicable, manifolds are shipped loose and assembled and connected by others. Water & sewer stub-out locations may vary. Paper & soap dispensers, sanitary and trash receptacles are not provided.

Special Terms & Important Contractual Information

- A minimum cleaning charge of \$125 per floor will apply for modular buildings.
- Prices will be adjusted for unknown circumstances, e.g. driver waiting time, pilot car requirements, special transport permits, difficult site, increase in fuel price, etc. Customer's site must be dry, compacted, level and accessible by normal truck delivery.
- This transaction is subject to credit approval. Security deposit or payment in advance may be required. Security deposit will be applied against account balance at the end of the contract.
- Unless noted, prices do not include permits, ramps, stairs, seismic foundation systems, temporary power, skirting, engineering, taxes or utilities or related installation and/or removal of same. Pricing quote for set up or installation (of building, skirting, earth anchors, ramps, etc.) does not include dismantle or removal unless otherwise noted. Except for skirting and earth anchors, unless noted, ownership of all installed or supplied items is retained by Lessor.
- Please treat our equipment with respect. All damages other than normal usage will be billed for at the end of lease.
- Contract subject to terms & conditions attached and made a part of this agreement by reference herein. Customer acknowledges that he/she has received and read and affirms that he/she is duly authorized to execute and commit to this agreement for the above named customer.
- Rent will be billed in advance every 30 calendar days.
- **Unless otherwise noted, prices do not include prevailing wages, Davis-Bacon wages, or other special or certified wages.**

Insurance Requirements

Please send, or have your insurance company send, a Certificate of Insurance to us. We require liability coverage (minimum of \$1,000,000) listing Mobile Modular Management Corporation as an additional insured and property coverage for the value of the unit(s) leased listing Mobile Modular Management Corporation as loss payee.

Item & Description	Qty	Item Code	Ins. Value
Office, 12x60 HCD (Item 1615W)	1	1615	\$35,550.00

EKHCD Report #4

Accomplishments:

The following things have been accomplished:

- Continued efforts of office files, to create ongoing files for correspondence and contracts, etc. Relabeling files for fiscal year, not calendar year.
- Another large accomplishment this month, was getting the Streamline Website up and running. I am still working toward getting all the necessary items up on it. The scanning is a work in progress. Some things that were already scanned have been helpful. Each of you can help, by completing your necessary required ethics training.
- In moving the website from WIX, we also had to move our email out from under WIX. This was an involved process, to make sure our email did not go down for any length of time, and that this process went smoothly. We have success, and our email is now only under Google Workspace, not subcontracted by Wix. Wix has also credited our account for the same amount of time we had left under Wix, but the account information has been set up so that when that time ends, it will continue without interruption.
- Located the DUN Bradstreet account, and its number. Contacted them about updating the current physical address for EKHCD. Created login information, which can be retained in a file for future use.
- Searched SAM records after setting up an account under the federal government, for a prior SAM number for EAST KERN HEALTH CARE DISTRICT or EAST KERN HOSPITAL DISTRICT. Neither entity was in the system. So began the process of creating an account to obtain a SAM number. We now have an official Cage Code number for SAM.
- Extensive time spent searching and scanning documents for the auditors. Had emails and phone conversations back and forth regarding items need, and preparation. Sent over some of the items that needed correction in the A/R, but nothing was done with them, so I went ahead and worked on them myself, as shown below in the QuickBooks findings area. (Attached are lists of documents scanned and sent to auditors).
- Spent time gathering information for the new website, and further updates to it.

- Prepared business cards for new director, Peralta, as well as governmental ID.
 - Time spent as specified in QB findings on reconciling A/R, and A/R clean up.
 - Time spent on preparation of Board Packets, Agenda's, Minutes and ASI's for meetings.
 - Time spent on daily postings, mail pick up, deposits to bank, ACH and check payments.
 - Time spent on various office tasks, typing memos, labels, emails, and scanning, etc.
 - Time spent going to pick up departmental folders for tenants, white out, etc. for office.
-

QuickBooks Online Findings Resolved:

There have been several issues with the QuickBooks Online Accounting System which were noted over the last three months:

- As you recall, there were several large Journal Entries hanging out there from long ago making the A/R look funky. I have attached an example of that, which would show up, whenever a report was ran in QuickBooks. In QuickBooks Online, if the right workflow is not followed, it leaves behind a mess in the A/R. There is an example on the spreadsheet provided to David. Unfortunately, these journal entries were done several years ago, and fixing that workflow now, was possible, but took a lot of diligence. What this meant for me, was spending several hours focusing on finding the initial journal entries that were created by CPA's, who meant well, but did not follow the correct workflow that anyone who uses QuickBooks Online **must** follow. These Journal Entries went all the way back to 2008, and one by one had to be pulled up, and linked to the correct Accounts Receivable customer. Many of them are already closed accounts in our eyes, or not an account at all, such as the account "CPA Adjustments", and the "Kern County Tax" account, which should not have been set up this way at all. Kern County Taxes are not a Sales customer for us. The taxes now flow directly into the Kern County Tax Asset account and show as an asset on our books from the moment the taxes are collected. The taxes are a deposit into our account, Fund# 42160, which is held by the County, but clearly belong to EKHCD, so it is listed on our books, then the transfers are done, as a transfer, not a deposit into our Mission Bank Checking account.
- The second thing I cleared up this week is Bartz Altadonna A/R account. I have set up an asset for the flooring, as well as bringing all the rent postings up to date for Bartz Altadonna. I then with that offset, applied the flooring charges to the rental amounts

that were posted, and now their account is accurate, and the credit should be cleared out in the next couple of months, and at that time, we will begin collecting rent from them.

- Spent some time reconciling individual account balances, to make sure there are no further mis-coded items hanging out there, and that what you see on the reports has an explanation.
- Finally, production of tidy Financial Reports.

EAST KERN HEALTH CARE DISTRICT
Deposit Detail
 July 2019 - June 2020

For each deposit sample, please provide a copy of the check, cash reconciliation sheet, invoice or explanation of charges, deposit slip,

Date	Transacti	Num	Customer	Vendor	Memo/Description	Clr	Amount
07/08/2019	Payment	ck#9133	T.J. Sri, M.D. ✓			R	1,600.00
07/18/2019	Payment	V011510020	Kern Cty Taxes			R	1,034.38
03/03/2020	Payment	ck#463197	Adventist Health ✓			R	998.00
04/13/2020	Payment	ck#9669	Bartz Altadonna Community Health Center ✓			R	5,000.00
05/20/2020	Payment	ck#40894	Westpoint Physical Therapy ✓			R	900.00
06/17/2020	Deposit				refund from Benz/State of CA	R	318.34
06/22/2020	Deposit				Refund from QB for QB Live ✓	R	567.74
11/07/2019	Deposit				Cancer Rally Income ✓	R	1,364.00
11/07/2019	Deposit				Cancer Walk Income ✓	R	1,640.00
01/23/2020	Deposit				EKHCD Cancer Fund Donation	R	4,310.88

Had to Scan CK Copy, Invoice,
 Bank Statement &
 Reconciliation
 for each

List of things Produced for Auditors

**EAST KERN HEALTH CARE DISTRICT
Check Detail**

July 2019 - June 2020

For each Disbursement, please provide the invoice and copy of cancelled check/stub.

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
07/29/2019	Bill Payment (Check)	DC0613	Amazon ✓		R	-63.33
08/06/2019	Bill Payment (Check)	35241	Digitech ✓	Inv. #10205(Monthly)	R	-42.99
08/06/2019	Bill Payment (Check)	35252	Tawney Sparks ✓	CSDA training	R	-55.00
09/03/2019	Bill Payment (Check)	35259	City of California City ✓	Acct 103347.01=\$933.30 & acct 101730.03=\$90.66	R	-1,023.96
09/03/2019	Bill Payment (Check)	35261	Digitech ✓	Invoice # 10342 monthly alarm system	R	-42.99
11/05/2019	Bill Payment (Check)	35314	Waste Management of Antelope Valley ✓	Cust. ID # 11-36667-23001 Monthly service October 2019	R	-575.08
11/12/2019	Bill Payment (Check)	DC 0613	Staples ✓	Order bound copies of Admin Code	R	-66.87
12/10/2019	Bill Payment (Check)	DC0613	The Bakersfield Californian ✓	Ad for bid for countertop- AD# 14675003	R	-190.28
01/08/2020	Bill Payment (Check)	DC 0613	Amazon ✓	order for office supplies/labels & envelopes	R	-24.06
02/04/2020	Bill Payment (Check)	35361	Robert E Smith ✓	January 2020 Regular Meeting	R	-100.00
02/04/2020	Bill Payment (Check)	35370	City of California City ✓	Acct 103347.01=\$338.25 & acct 101730.03=\$90.66	R	-428.91
03/03/2020	Bill Payment (Check)	35387	Tiffanie Breen ✓	Contract Labor for February 2020	R	-2,384.25
04/07/2020	Bill Payment (Check)	35400	José Pinedo ✓	Electrical Repair at 9300 North Loop Ste B & C	R	-676.78
04/07/2020	Bill Payment (Check)	35408	Steve O Plumbing ✓	Demolition of sinks and repairs at 9300 North Lp Suite B & C Inv# Final Payment	R	-2,074.00
04/07/2020	Bill Payment (Check)	35410	Thugs to Bugs Pest Control Co. Inc. ✓	Pest Control North Loop April 2020	R	-150.00
05/05/2020	Bill Payment (Check)	35421	Martha's Cleaning Service ✓	Cleaning Service at 9300 Ste C	R	-300.00
05/05/2020	Bill Payment (Check)	35426	Reliable Air Cond.&Heating ✓	Repairs at 9300 North Loop Ste B & C Inv #19551	R	-1,826.00
05/05/2020	Bill Payment (Check)	35434	Tiffanie Breen ✓	Contract Labor for April 2020	R	-2,792.25
06/02/2020	Bill Payment (Check)	35448	Shawn Sprague ✓	Contract Labor May 2020	R	-350.00
06/18/2020	Bill Payment (Check)	35454	Thorpe Roofing ✓	Inv #6082020 Roof repair 9300 North Loop Ste B & C	R	-6,100.00

Wednesday, Apr 21, 2021 12:14:37 PM GMT-7

**EAST KERN HEALTH CARE DISTRICT
Check Detail**

July - September, 2020

For each of the highlighted, please provide a copy of the related invoice and/or contract.

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
07/07/2020	Bill Payment (Check)	35455	City of California City ✓	Acct 103347.01=\$769.77 & acct 101730.03=\$113.70	R	-883.47
07/07/2020	Bill Payment (Check)	35457	Digitech ✓	Invoice # 11473 monthly alarm system- June 2020	R	-42.99
07/07/2020	Bill Payment (Check)	35460	Olivarez Madruga Lemieux O'neill LLP ✓	June 2020 Retainer fee	R	-882.00
07/07/2020	Bill Payment (Check)	35464	Sharper Landscaping Services, Inc ✓	Monthly Maintenance-June 2020	R	-520.00
07/07/2020	Bill Payment (Check)	35465	Shawn Sprague ✓	Contract Labor June 2020	R	-350.00
07/07/2020	Bill Payment (Check)	35469	Tiffany Breen ✓	Contract labor June 2020	R	-1,899.75
07/07/2020	Bill Payment (Check)	35471	Waste Management of Antelope Valley ✓	Cust. ID # 11-36667-23001 Monthly service June 2020	R	-505.21
07/08/2020	Bill Payment (Check)	35472	Nationwide	Acct# 607001258 July 2020- July 2021	R	-8,249.00
08/04/2020	Bill Payment (Check)	35487	Tiffany Breen	Contract labor July 2020	R	-2,448.00
08/26/2020	Bill Payment (Check)	DC0613	City of California City	Permit Fees for Modular Building	R	-1,432.06
09/01/2020	Bill Payment (Check)	35497	State Fund	Workers Comp- Premium Final Payment 6/2019-6/2020	R	-4,239.51
09/01/2020	Bill Payment (Check)	35499	Tiffany Breen	Contract labor August 2020	R	-2,249.52
09/04/2020	Bill Payment (Check)	Wire transfer	Mobile Modular	Deposit and first month's rent for modular building	R	-9,395.94
09/24/2020	Bill Payment (Check)	35505	Steve O Plumbing	Inv#1832 Repair water meter	R	-1,350.00

1135
Missi
on
Bank
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king

Wednesday, Apr 21, 2021 12:15:51 PM GMT-7

EAST KERN HEALTH CARE DISTRICT
Deposit Detail
 July - September, 2020

For each of the highlighted, please provide a copy of the check received as well as the related invoice or e

Date	Transac tion Type	Num	Customer	Vendor	Memo/Description	Clr	Amount
1135 Missio n Bank Check ing							
07/06/2020	Payment	ck#487839	Adventist Health			R	998.00
			Adventist Health				-998.00
07/06/2020	Deposit				Dividend refund from StateFund	R	79.50
							79.50
07/14/2020	Payment	ck#40987	Westpoint Physical Therapy			R	900.00
			Westpoint Physical Therapy				-900.00
07/14/2020	Payment	ck#8560	T.J. Sri, M.D.			R	1,600.00
			T.J. Sri, M.D.				-1,600.00
07/27/2020	Payment	V011544724	Kern Cty Taxes			R	832.18
			Kern Cty Taxes				-832.18
08/03/2020	Payment	ck#495147	Adventist Health			R	998.00
			Adventist Health				-998.00
08/03/2020	Deposit			CSDA	confernce refund	R	300.00
				CSDA			300.00

08/04/2020	Payment	ck#9579	T.J. Sri, M.D.	R	1,600.00
			T.J. Sri, M.D.		-1,600.00
08/12/2020	Payment	ck#41034	Westpoint Physical Therapy	R	900.00
			Westpoint Physical Therapy		-900.00
09/09/2020	Payment	ck#20001662	Adventist Health	R	998.00
			Adventist Health		-998.00
09/10/2020	Payment	ck#41093	Westpoint Physical Therapy	R	900.00
			Westpoint Physical Therapy		-900.00
09/22/2020	Payment	ck#9628	T.J. Sri, M.D.	R	1,600.00
			T.J. Sri, M.D.		-1,600.00

**1150
Local
Agency
Fund**

07/29/2020	Deposit	INTEREST	Interest Earned	R	2,077.69
					2,077.69

**1155
Bank
of
Sierra**

07/21/2020	Payment	ck#1090	T.Rifenberg	R	150.00
			T.Rifenberg		-150.00
08/12/2020	Payment	ck#1091	T.Rifenberg	R	150.00
			T.Rifenberg		-150.00

09/14/2020 Payment ck#2167

T.Rifenberg

R

150.00

T.Rifenberg

-150.00

List of things Scanned to Auditors

EAST KERN HEALTH CARE DISTRICT
Deposit Detail
July - September, 2020

For each of the highlighted, please provide a copy of the check received

1135 Mission Bank Checking

Date	Transaction Type	Num	Customer	Vendor
07/06/2020	Payment	ck#487839	Adventist Health Adventist Health	✓
07/06/2020	Deposit			
07/14/2020	Payment	ck#40987	Westpoint Physical Therapy Westpoint Physical Therapy	✓
07/14/2020	Payment	ck#8560	T.J. Sri, M.D. T.J. Sri, M.D.	✓
07/27/2020	Payment	V011544724	Kern Cty Taxes Kern Cty Taxes	
08/03/2020	Payment	ck#495147	Adventist Health Adventist Health	✓
08/03/2020	Deposit			CSDA CSDA
08/04/2020	Payment	ck#9579	T.J. Sri, M.D. T.J. Sri, M.D.	✓
08/12/2020	Payment	ck#41034	Westpoint Physical Therapy Westpoint Physical Therapy	✓
09/09/2020	Payment	ck#20001662	Adventist Health Adventist Health	✓
09/10/2020	Payment	ck#41093	Westpoint Physical Therapy Westpoint Physical Therapy	✓
09/22/2020	Payment	ck#9628	T.J. Sri, M.D. T.J. Sri, M.D.	✓

1150 Local Agency Fund

07/29/2020 Deposit INTEREST

1155 Bank of Sierra

07/21/2020 Payment ck#1090 T.Rifenberg ✓
T.Rifenberg

08/12/2020 Payment ck#1091 T.Rifenberg ✓
T.Rifenberg

09/14/2020 Payment ck#2167 T.Rifenberg ✓
T.Rifenberg

CT

as well as the related invoice or explanation of charges.

<u>Memo/Description</u>	<u>Clr</u>	<u>Amount</u>
	R	998.00
		-998.00
Dividend refund from StateFund	R	79.50
		79.50
	R	900.00
		-900.00
	R	1,600.00
		-1,600.00
	R	832.18
		-832.18
	R	998.00
		-998.00
confernce refund	R	300.00
		300.00
	R	1,600.00
		-1,600.00
	R	900.00
		-900.00
	R	998.00
		-998.00
	R	900.00
		-900.00
	R	1,600.00
		-1,600.00

Interest Earned

R 2,077.69
2,077.69

R 150.00
-150.00

R 150.00
-150.00

R 150.00
-150.00



East Kern Health Care District <eastkernhealthcaredistrict@gmail.com>

Documents Requested

1 message

East Kern Health Care District <eastkernhealthcaredistrict@gmail.com>

Wed, May 5, 2021 at 10:41 AM

To: Jared Solmosen <jsolmosen@nncpas.com>


Cc: David <daranda300@gmail.com>

Part two of documents.

Linda Cook
East Kern Health Care District
Consultant
Phone 760-373-2804
Fax 760-373-1054
PO Box 2546
California City CA 93504

2 attachments

 **LAIF Interest 7.15.20.pdf**
469K

 **KC Voucher VO11544724.pdf**
215K

Copies you requested on the Spreadsheet

1 message

East Kern Health Care District <eastkernhealthcaredistrict@gmail.com>









Wed, May 5, 2021 at 10:40 AM

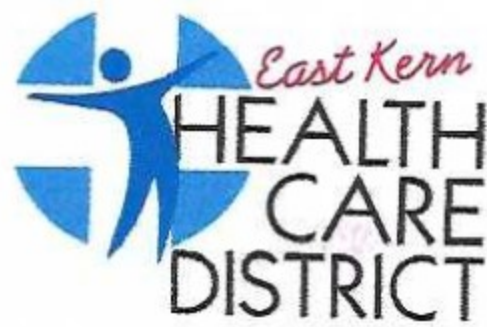
To: Jared Solmosen <jsolmosen@nncpas.com>

Cc: David <daranda300@gmail.com>

Part one of documents.

Linda Cook
East Kern Health Care District
Consultant
Phone 760-373-2804
Fax 760-373-1054
PO Box 2546
California City CA 93504

11 attachments **Adventist Health CK 487839.pdf**
495K **Adventist Health ck 495147.pdf**
457K **Westpoint Ck 40987.pdf**
401K **Westpoint ck 41034.pdf**
386K **Westpoint ck 41093.pdf**
387K **Dr Sri ck 9560.pdf**
392K **Dr Sri ck 9579.pdf**
383K **Dr Sri ck 9628.pdf**
397K **T Rifenberg ck 1090.pdf**
286K **T Rifenberg ck 1091.pdf**
286K **T Rifenberg ck 2167.pdf**
401K



MINUTES
REGULAR MEETING
EAST KERN HEALTH CARE DISTRICT BOARD OF DIRECTORS
8101 Bay Ave. CALIFORNIA CITY
*Our mission is to expend financial resources to help
residents of the District satisfy their healthcare needs.*

05/04/2021 5:00PM

Special Notice
Teleconference Accessibility

Pursuant to Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak and as a precaution to protect both staff, our constituents, and elected officials, the East Kern Health Care District will hold its board meeting via teleconference or the most rapid means of communication at the time. The public may participate in the teleconference by clicking on the link below:

<https://us02web.zoom.us/j/83702998254>

Meeting ID: 837 0299 8254

Passcode: 855664

Public comments may be made through teleconference when prompted by the President during the public comment period. Public comments may also be provided through email by emailing eastkernhealthcaredistrict@gmail.com during or prior to the meeting.

Please indicate comments on the subject line.

If you have difficulty connecting to the teleconference line, please call 669-900-6833 or email eastkernhealthcaredistrict@gmail.com

- 1. PLEDGE OF ALLEGIANCE**
- 2. CALL TO ORDER:** By President Karen Macedonio at 5:08 pm
- 3. ROLL CALL**
- 4.** Director R. Foley
Chair K. Macedonio
Director R. Macedonio
Director L. Patrick

Staff Present: Alex Lemieux- Legal Counsel-by phone
David Aranda, BHI Consultant
Linda Cook, Consultant

Public Present: Lois Peralta, Jeremy Kosick, Brent Ives

5. Approval of Agenda

Approval of agenda

Motion by Dir. R. Macedonio, Second by Dir. L. Patrick

APPROVED 4 Ayes

Dir. R. Foley: Aye

Chair K. Macedonio: Aye

Dir. R. Macedonio: Aye

Dir. L. Patrick: Aye

ACTION ITEMS: NEW BUSINESS

6. Approve the Appointment of Lois Peralta, to fill one vacancy for Director, East Kern Health Care District with term to end 2022.

Motion by Dir. R. Macedonio, Second by Chair K. Macedonio

APPROVED 4 Ayes

Dir. R. Foley: Aye

Chair K. Macedonio: Aye

Dir. R. Macedonio: Aye

Dir. L. Patrick: Aye

7. OATH OF OFFICE: Lois Peralta: Director R. Macedonio administered the oath of office for Lois Peralta.

8. ROLL CALL

Director R. Foley

Chair K. Macedonio

Director R. Macedonio

Director L. Patrick

Director L. Peralta

9. PUBLIC PRESENTATIONS:

This portion of the meeting is reserved for persons desiring to address the Board on any matter not on this agenda and over which the Board has jurisdiction. Please be advised that the Brown Act prohibits action on items that are not listed on the agenda. The board may set such items for consideration at some future Board meeting.

10. Presentation by Jeremy Kosick, Cal City Fire Chief regarding need for ambulance services in California City.

11. CONSULTING REPORT: Shawn Sprague: Brief comments were made by Mr. Aranda regarding Shawn Sprague, who did not show up to give a report.

12. CONSULTING REPORT: BHI, David Aranda: Mr. Aranda highlighted some of his accomplishments outline in his report.

13. CONSULTING REPORT: Linda Cook: See report submitted.

14. APPROVAL OF MINUTES FROM APRIL 6, 2021 REGULAR MEETING:

Approved Minutes from April 6, 2021 Regular Meeting

Motion by Dir. R. Macedonio, Second Dir. Rubi Foley

APPROVED 5 Ayes

Dir. R. Foley: Aye

Chair K. Macedonio: Aye

Dir. R. Macedonio: Aye

Dir. L. Patrick: Aye

Dir. L. Peralta: Aye

15. Approve Warrants 3 EFT, and check #'s 35667-35686 for a total amount \$16,574.08

See attached Check Detail & Petty Cash Report: No Transactions

Motion by Dir. R. Macedonio, Second by Dir. L. Patrick

APPROVED 5 Ayes

Dir. R. Foley: Aye

Chair K. Macedonio: Aye

Dir. R. Macedonio: Aye

Dir. L. Patrick: Aye

Dir. L. Peralta: Aye

16. APPROVAL OF FINANCIAL REPORTS - Profit and Loss report March & April 2021, Bank Balances with Interest Report, and Deposit Detail for March, 2021.

Motion by Dir. L. Patrick, Second by Dir. R. Macedonio

APPROVED 5 Ayes

Dir. R. Foley: Aye

Chair K. Macedonio: Aye

Dir. R. Macedonio: Aye

Dir. L. Patrick: Aye

Dir. L. Peralta: Aye

17. Approval for an increase in legal fees with Olivarez Madruga Lemieux O'Neill, LLP of 1.9% or \$17.00 per month to \$899.00 per month in conjunction with the consumer price index and the cost of living.

Motion by Dir. L. Patrick, Second by Dir. R. Foley

APPROVED 5 Ayes

Dir. R. Foley: Aye

Chair K. Macedonio: Aye

Dir. R. Macedonio: Aye

Dir. L. Patrick: Aye
Dir. L. Peralta: Aye

18. Approval of May 19th, 2021 @ 5:00 pm as date for a planning session with the Board of Directors based on preliminary information submitted by each director.

Motion by Dir. L. Patrick, Second by Dir. R. Foley

APPROVED 5 Ayes

Dir. R. Foley: Aye

Chair K. Macedonio: Aye

Dir. R. Macedonio: Aye

Dir. L. Patrick: Aye

Dir. L. Peralta: Aye

19. Discussion of preliminary draft budget for fiscal year 2022: No action taken; Will bring budget back to meeting on May 19th, back for discussion, then put on June Agenda.

**20. Discussion of addition of names of new directors to Kern County Vouchers, and signing new signature cards: It was noted there should be a policy in place for this.
No action Taken**

21. Motion was made to stop the work on the landscaping at the North Loop property with current contractor Rios Designs, and approve a payment to them for work done, of \$2,000.00

Motion by Dir. R. Macedonio, Second by Dir. L. Patrick

APPROVED 5 Ayes

Dir. R. Foley: Aye

Chair K. Macedonio: Aye

Dir. R. Macedonio: Aye

Dir. L. Patrick: Aye

Dir. L. Peralta: Aye

22. Motion was made to make an adjustment to the BHI Consulting contract for April, May and June for up to 30 hours instead of 20 hours, and a maximum of \$4,300.00.

Motion by Dir. R. Macedonio, Second by Dir. L. Patrick

APPROVED 5 Ayes

Dir. R. Foley: Aye

Chair K. Macedonio: Aye

Dir. R. Macedonio: Aye

Dir. L. Patrick: Aye

Dir. L. Peralta: Aye

23. Discussion and direction regarding Directors for East Kern Health Care District committing to the required training and following through on Board Direction for items such as being authorized check signers.

24. Update on how audit is progressing. No comments on past or future audits.

FUTURE AGENDA ITEMS:

Dir. R. Foley: Submitted future agenda items to David Aranda; These will be forwarded to the full Board.

Dir. K. Macedonio:

Dir. R. Macedonio: Would like to see rents increased; Need to look at a new maintenance person.

Dir. L. Patrick:

Dir. L. Peralta

DIRECTORS COMMENTS FOR NON-AGENDA ITEMS:

Dir. R. Foley

Dir. K. Macedonio:

Dir. R. Macedonio:

Dir. L. Patrick:

Dir. L. Peralta

STAFF COMMENTS:

Linda Cook: New adobe software requested for future agenda packets.

David Aranda:

Alex Lemieux: Will be sending information to the new director.

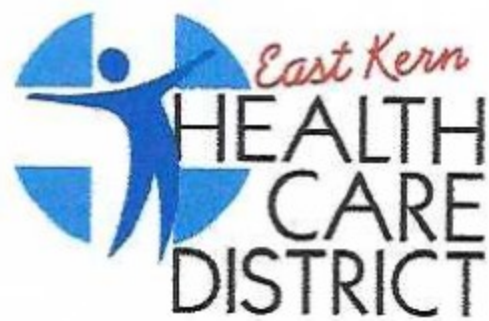
ADJOURNMENT: Motion by Dir. R. Macedonio, Second by Dir. L. Patrick; Time: 7:40pm

NEXT REGULAR MEETING: June 1, 2021 5:00 pm. 8101 Bay Ave California City, CA

SIGNED:

Karen Macedonio, President/Director

LaMiya Patrick, Vice President/Director



Special Meeting Minutes
05/19/2021

**MINUTES
SPECIAL PLANNING MEETING
EAST KERN HEALTH CARE DISTRICT BOARD OF DIRECTORS
8101 BAY AVE. CALIFORNIA CITY**

Our mission is to expend financial resources to help residents of the District satisfy their healthcare needs.

05/19/2021 5:00PM

Special Notice

Teleconference Accessibility

Pursuant to Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak and as a precaution to protect both staff, our constituents, and elected officials, the East Kern Health Care District will hold its board meeting via teleconference or the most rapid means of communication at the time. The public may participate in the teleconference by clicking on the link below:

<https://us02web.zoom.us/j/9571124702>
Meeting ID: 957 112 4702

Public comments may be made through teleconference when prompted by the President during the public comment period. Public comments may also be provided through email by emailing eastkernhealthcaredistrict@gmail.com during or prior to the meeting.

Please indicate comments on the subject line.

If you have difficulty connecting to the teleconference line, please call 669-900-6833 or email eastkernhealthcaredistrict@gmail.com

PLEDGE OF ALLEGIANCE – Lead by Brent Ives, BHI Consulting

CALL TO ORDER - By President K. Macedonio at 5:07 PM

ROLL CALL Directors Present:

Director R. Foley
Chair K. Macedonio
Director R. Macedonio
Director L. Patrick
Director L. Peralta

Staff Present: Alex Lemieux- Legal Counsel-by phone

Others Present: David Aranda, BHI Consultant
Brent Ives, BHI Consultant
Linda Cook, Consultant
Anna Linn, California City – City Manager

APPROVAL OF AGENDA:

Motion by Director Richard Macedonio, Second by LaMiya Patrick

APPROVED: 5 Ayes

Director R. Foley: Aye
Chair K. Macedonio: Aye
Director R. Macedonio: Aye
Director L. Patrick: Aye
Director L. Peralta: Aye

ACTION ITEMS: NEW BUSINESS

- 1. DISCUSSION REGARDING NEW WEBSITE FOR EKHCD, ESTABLISHED WITH STREAMLINE: Presentation by Linda Cook**
- 2. DISCUSSION REGARDING FINANCIAL REPORTS BROUGHT INTO BALANCE: Presentation by Linda Cook**
- 3. DISCUSSION REGARDING DRAFT BUDGET FOR FISCAL YEAR 2022: Presentation by David Aranda, BHI Consulting**
- 4. DISCUSSION AND DIRECTION REGARDING MISSION, VISION AND DIRECTION OF THE EAST KERN HEALTH CARE DISTRICT: Presentation by Brent Ives, BHI Consulting. Brent Ives separately sent a PowerPoint and information about his presentation and the discussion.**

Scheduling of continuation of planning meeting on Wednesday, June 9, 2021 @ 5 pm.

ADJOURNMENT at 6:45 PM

NEXT REGULAR MEETING: June 1, 2021 5:00 pm. 8101 Bay Ave California City, CA

“Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in this agendaized public meeting should be directed to the District’s office at [\(760\) 373-2804](tel:7603732804) or Cell (661) 220-6100 at least 48 hours prior to said meeting.”

Agenda posted 04/30/2021

EAST KERN HEALTH CARE DISTRICT
Check Detail
 May 2021

Date	Transaction Type	Num	Name	Clr	Amount
1135 Mission Bank Checking					
05/03/2021	Bill Payment (Check)	35687	Special District Leadership Foundation		-65.00
05/12/2021	ACH1340009		SoCalGas		-38.75
			Gas Service 04/13/21 - 05/12/21 9300 North Loop		
05/14/2021	ACH300001970162		SCE		-719.22
			Accts: 8000222683, 8001112753, 8001112989, 8001658860, 8001959862 Electric 4/9/21-5/9/21		
05/24/2021	Bill Payment (Check)	35688	Frontier		-173.98
05/31/2021	Bill Payment (Check)	35689	Kern County Auditor - Controller		-17.73
05/31/2021	Bill Payment (Check)	35690	Olivarez Madruga Lemieuz O'neill LLP		-882.00
05/31/2021	Bill Payment (Check)	35691	Sharper Landscaping Services, Inc		-540.00
05/31/2021	Bill Payment (Check)	35692	Waste Management Corporate Services, Inc.		-515.91
05/31/2021	Bill Payment (Check)	35693	Witts 101631		-411.73
05/31/2021	Bill Payment (Check)	35694	Linda Cook		-3,730.00
05/31/2021	Bill Payment (Check)	35695	Digitech		-42.99
05/31/2021	Bill Payment (Check)	35696	Mobile Modular		-638.98
05/31/2021	Bill Payment (Check)	35697	Senior Citizen Association of California City		-250.00
05/31/2021	Bill Payment (Check)	35698	Shawn Sprague		-350.00
05/31/2021	Bill Payment (Check)	35699	BHI Management Consulting		-4,758.64
05/31/2021	Bill Payment (Check)	35700	David Aranda		-401.88
05/31/2021	Bill Payment (Check)	35701	City of California City		-896.32
(Do Not have Directors Checks Info)					-14,433.13



East Kern Health Care District

Petty Cash Log

For 03/30/2021 through 05/31/2021

Balance \$98.59

Date	Receipt No.	Description	Amount Deposited	Amount Withdrawn	Charged to	Received by	Approved by
3/30/2021		Balance Forward	\$98.59				
4/30/2021		No petty cash used in April					
5/31/2021		No petty cash used in May					
Total			\$98.59	\$0.00			
			BALANCE:	\$98.59			

REIMBURSEMENT CK \$0.00

Management Report

EAST KERN HEALTH CARE DISTRICT

For the period ended April 30, 2021

April 1, 2021 thru April 30, 2021

Table of Contents

Profit and Loss	3
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Profit and Loss

April 2021

	Total
INCOME	
4010 Property Tax Revenues	54,372.81
4030 Lease Income	5,324.47
4040 Interest Income	700.31
Total Income	60,397.59
GROSS PROFIT	
EXPENSES	
6155 Directors Fees	2,200.00
6165 Election Costs - Kern County	17.73
6166 Election Costs- San Bernadino	79.00
6170 Groundskeeper	640.00
6180 Insurance	687.42
6240 Miscellaneous	103.87
6241 Donation- Senior Center Association	250.00
Total 6240 Miscellaneous	353.87
6243 Modular Unit Rental	638.98
6270 Professional Fees	2,000.00
6280 Legal Fees	1,764.00
6282 Consulting-Shawn Sprague	350.00
6283 Prof Services Accounting	250.00
6286 Consulting-BHI	7,957.65
6289 Consulting-Linda Cook	3,940.00
Total 6270 Professional Fees	16,261.65
6281 Board Meeting Costs-Zoom Mtgs	172.40
6300 Repairs & Maintenance	
6310 R&M- North Loop Bldg	265.00
6330 Alarm Monitoring-Bay Ave Bldg	85.98
Total 6300 Repairs & Maintenance	350.98
6350 Conference and Travel	
6380 Travel	105.28
Total 6350 Conference and Travel	105.28
6390 Utilities	
6340 Telephone	667.62
6400 Gas and Electric	1,092.07
6410 Water	1,883.32
6420 Trash	515.91
Total 6390 Utilities	4,158.92
6500 Office Expenses	
6550 Office Supplies	419.62
Total 6500 Office Expenses	419.62
6560 Payroll Expenses	877.78
6561 Payroll EDD Taxes	427.00

	Total
6562 Payroll Federal Taxes	1,068.77
Total 6560 Payroll Expenses	2,373.55
Total Expenses	28,459.40
NET OPERATING INCOME	31,938.19
NET INCOME	\$31,938.19

Balance Sheet

As of April 30, 2021

	Total
ASSETS	
Current Assets	
Bank Accounts	
1135 Mission Bank Checking	146,554.24
1140 Mision Bank Cancer Fund	28,954.45
1145 Cancer Fund CD	11,956.07
1150 Local Agency Fund	672,271.06
1155 Bank of Sierra	217,192.79
Total Bank Accounts	1,076,928.61
Accounts Receivable	
1200 Accounts Receivable	-2,937.50
Total Accounts Receivable	-2,937.50
Other Current Assets	
1498 Prepaid Expenses	1,372.96
Total Other Current Assets	1,372.96
Total Current Assets	1,075,364.07
Fixed Assets	
1500 Land	178,205.00
1510 Buildings	1,310,740.00
1511 New Flooring-9300 North Loop	17,500.00
Total 1510 Buildings	1,328,240.00
1530 Improvements	250,251.00
1550 Accumulated Depreciation	-682,174.00
Total Fixed Assets	1,074,522.00
TOTAL ASSETS	\$2,149,886.07
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	-4,630.55
Total Accounts Payable	-4,630.55
Other Current Liabilities	
2140 Lease Deposit	5,000.00
Total Other Current Liabilities	5,000.00
Total Current Liabilities	369.45
Total Liabilities	369.45
Equity	
2900 Retained Earnings	2,092,144.58
Net Income	57,372.04
Total Equity	2,149,516.62
TOTAL LIABILITIES AND EQUITY	\$2,149,886.07

Management Report

EAST KERN HEALTH CARE DISTRICT

For the period ended April 30, 2021

July 1, 2020 thru April 30, 2021

Table of Contents

Profit and Loss	3
Balance Sheet.....	5

Profit and Loss

July 2020 - April 2021

	Total
INCOME	
4010 Property Tax Revenues	179,914.83
4015 Reimbursement	1,777.19
4030 Lease Income	49,663.82
4040 Interest Income	2,999.84
Total Income	234,355.68
GROSS PROFIT	
	234,355.68
EXPENSES	
6120 Bank Service Charges	70.00
6155 Directors Fees	11,000.00
6160 Dues and Subscriptions	216.00
6165 Election Costs - Kern County	17.73
6166 Election Costs- San Bernadino	79.00
6170 Groundskeeper	5,460.00
6180 Insurance	6,876.04
6190 Work Comp	-235.44
Total 6180 Insurance	6,640.60
6240 Miscellaneous	103.87
6241 Donation- Senior Center Association	2,500.00
Total 6240 Miscellaneous	2,603.87
6243 Modular Unit Rental	3,833.88
6270 Professional Fees	2,000.00
6280 Legal Fees	10,584.00
6282 Consulting-Shawn Sprague	3,500.00
6283 Prof Services Accounting	5,250.00
6284 Professional Services- District Secretary	15,941.79
6286 Consulting-BHI	7,957.65
6289 Consulting-Linda Cook	3,940.00
Total 6270 Professional Fees	49,173.44
6281 Board Meeting Costs-Zoom Mtgs	399.82
6300 Repairs & Maintenance	
6310 R&M- North Loop Bldg	7,393.54
6330 Alarm Monitoring-Bay Ave Bldg	3,498.37
Total 6300 Repairs & Maintenance	10,891.91
6350 Conference and Travel	1,765.00
6380 Travel	105.28
6385 Confernece Fees	55.00
Total 6350 Conference and Travel	1,925.28
6386 Tax Collection Charges	4,957.78
6390 Utilities	
6340 Telephone	2,883.10
6400 Gas and Electric	11,364.76

	Total
6410 Water	9,899.64
6420 Trash	5,148.41
Total 6390 Utilities	29,295.91
6500 Office Expenses	
6550 Office Supplies	4,488.21
Total 6500 Office Expenses	4,488.21
6560 Payroll Expenses	6,893.60
6561 Payroll EDD Taxes	1,059.72
6562 Payroll Federal Taxes	1,068.77
Total 6560 Payroll Expenses	9,022.09
6690 Reconciliation Discrepancies	-1,749.47
Total Expenses	138,326.05
NET OPERATING INCOME	96,029.63
OTHER INCOME	
4035 Cancer Fund Income	3,530.00
Total Other Income	3,530.00
OTHER EXPENSES	
7010 Cancer Fund Awards	3,300.00
Total Other Expenses	3,300.00
NET OTHER INCOME	230.00
NET INCOME	\$96,259.63

Balance Sheet

As of April 30, 2021

	Total
ASSETS	
Current Assets	
Bank Accounts	
1135 Mission Bank Checking	146,554.24
1140 Mision Bank Cancer Fund	28,954.45
1145 Cancer Fund CD	11,956.07
1150 Local Agency Fund	672,271.06
1155 Bank of Sierra	217,192.79
Total Bank Accounts	1,076,928.61
Accounts Receivable	
1200 Accounts Receivable	-2,937.50
Total Accounts Receivable	-2,937.50
Other Current Assets	
1498 Prepaid Expenses	1,372.96
Total Other Current Assets	1,372.96
Total Current Assets	1,075,364.07
Fixed Assets	
1500 Land	178,205.00
1510 Buildings	1,310,740.00
1511 New Flooring-9300 North Loop	17,500.00
Total 1510 Buildings	1,328,240.00
1512 Parking Lot Resurfacing-N.Loop-East Side	11,900.00
1513 Modular Building-N. Loop (Adventist Health)	16,537.59
1514 Parking Lot ReSeal/ReStripe-N.Loop West	10,450.00
1530 Improvements	250,251.00
1550 Accumulated Depreciation	-682,174.00
Total Fixed Assets	1,113,409.59
TOTAL ASSETS	\$2,188,773.66
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	-4,630.55
Total Accounts Payable	-4,630.55
Other Current Liabilities	
2140 Lease Deposit	5,000.00
Total Other Current Liabilities	5,000.00
Total Current Liabilities	369.45
Total Liabilities	369.45
Equity	
2900 Retained Earnings	2,092,144.58

	Total
Net Income	96,259.63
Total Equity	2,188,404.21
TOTAL LIABILITIES AND EQUITY	\$2,188,773.66

East Kern Health Care District Account Balances

Checking Account Balances as of April 30, 2021

Account Name:	Account Balance	Interest Rate
Mission Bank Checking #3904	\$162,666.43	N/A
Bank of Sierra #6398	\$217,192.79	N/A
Total:	\$379,859.22	

Cancer Fund Account Balances as of April 30, 2021

Account Name:	Account Balance	Interest Rate
Mission Bank Cancer Fund Checking #252	\$28,954.45	N/A
Cancer Fund CD #2810	\$11,956.07	0.20%
Total:	\$40,910.52	

LAIF Account Balances as of April 30, 2021

Account Name:	Account Balance	Interest Rate
Local Agency Investment Fund	\$672,271.06	As of 7/15/2020 1.47%
Total:	\$672,271.06	

Grand Total of Account Balances per bank as of March 30, 2021

Bank Name:	
Mission Bank Grand Total:	\$203,576.95
Bank of Sierra Grand Total:	\$217,192.79
Local Agency Investment Fund:	\$672,271.06
Total:	\$1,093,040.80

Grand Total of Accounts as of April 30, 2021

Grand Total:	\$1,093,040.80
---------------------	-----------------------

 **BANK OF THE SIERRA**
 PO Box 1930
 Porterville CA 93258
 (888) 454-2265



Date 4/30/21 Page 1

9566526

East Kern Health Care District
 P O Box 2546
 California City CA 93504

*Reconciled
6/11/21 LC*

Checking Account

The Bank's Funds Availability policy does not apply to deposits of checks or drafts drawn on financial institutions located outside the U.S. These items cannot be processed the same as checks or drafts drawn on U.S. financial institutions. Generally, the availability of funds for deposits of foreign checks or drafts will be delayed for the time it takes us to collect the funds from the financial institutions upon which they are drawn.

Public Demand		Number of Enclosures	0
Account Number	XXXXXX6398	Statement Dates	4/01/21 thru 5/02/21
Previous Balance	209,849.94	Days in the statement period	32
2 Deposits/Credits	7,342.85	Average Ledger	214,438.99
Checks/Debits	.00	Average Collected	214,222.03
Service Charge	.00		
Interest Paid	.00		
Ending Balance	217,192.79		



Deposits and Credits

Date	Description	Amount
4/12	Business Deposit	6,292.85
4/19	Business Deposit	1,050.00

Daily Balance Information

Date	Balance	Date	Balance
4/01	209,849.94	4/12	216,142.79
			217,192.79

Keep Climbing

70

MISSION BANK
 PO Box 317
 Bakersfield CA 93302-0317
 1 (888) 965-7783



2809049

EAST KERN HEALTH CARE DISTRICT
 CANCER ASSISTANCE FUND
 PO BOX 2546
 CALIFORNIA CITY CA 93504

Date	4/30/21	Page	1
Account Number	XXXXXXXXX2526		
Enclosures			

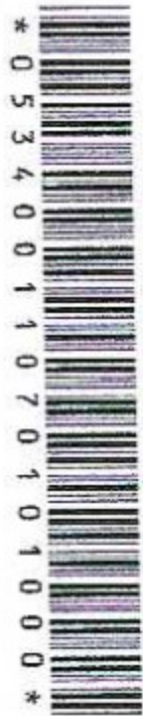
CHECKING ACCOUNTS

BUSINESS CHECKING		Number of Enclosures	0
Account Number	XXXXXXXXX2526	Statement Dates	4/01/21 thru 5/02/21
Previous Balance	28,954.45	Days in the statement period	32
Deposits/Credits	.00	Average Ledger	28,954.45
Checks/Debits	.00	Average Collected	28,954.45
Monthly Service Fee	.00		
Interest Paid	.00		
Ending Balance	28,954.45		

Daily Balance Information

Date	Balance
4/01	28,954.45

If you have been paying multiple overdraft fees we offer products to help you avoid unnecessary fees. Come in or call your Business Banking Center at 1-888-965-7783 to discuss your options. Report any discrepancies on your statement immediately.



MISSION BANK
 PO Box 317
 Bakersfield CA 93302-0317
 1 (888) 965-7783



2809052

EAST KERN HEALTH CARE DISTRICT
 PO BOX 2546
 CALIFORNIA CITY CA 93504

Date 4/30/21	Page 1
Account Number XXXXXXXXXX3904	
Enclosures 25	

CHECKING ACCOUNTS

BUSINESS CHECKING		Number of Enclosures	25
Account Number	XXXXXXXXXX3904	Statement Dates	4/01/21 thru 5/02/21
Previous Balance	127,294.17	Days in the statement period	32
2 Deposits/Credits	54,372.81	Average Ledger	136,211.81
35 Checks/Debits	19,000.55	Average Collected	136,211.81
Monthly Service Fee	.00		
Interest Paid	.00		
Ending Balance	162,666.43		

Deposits and Credits		Amount
Date	Description	
4/14	ACCTS PAY COUNTY OF KERN PPD 2956000925 21/04/14 TRACE #-091000015840223	11,637.64
4/23	ACCTS PAY COUNTY OF KERN PPD 2956000925 21/04/23 TRACE #-091000016928596	42,735.17

Withdrawals and Electronic Debits		Amount
Date	Description	
4/13	TAX PAYROLL 1943345425 21/04/13 TRACE #-111000026546538	65.87-
4/13	TAX PAYROLL 1943345425 21/04/13 TRACE #-111000026546539	125.87-
4/13	TAX PAYROLL 1943345425 21/04/13 TRACE #-111000026546540	235.26-
4/14	USATAXPYMT IRS 3387702000 21/04/14 TRACE #-061036010091785	40.33-
4/14	USATAXPYMT IRS 3387702000 21/04/14 TRACE #-061036010091694	350.32-
4/14	USATAXPYMT IRS 3387702000 21/04/14	678.12-



EAST KERN HEALTH CARE DISTRICT
 PO BOX 2546
 CALIFORNIA CITY CA 93504

Date	4/30/21	Page	2
Account Number	XXXXXXXXXX3904		
Enclosures			25

BUSINESS CHECKING XXXXXXXXXXXX3904 (Continued)

Withdrawals and Electronic Debits		Amount
Date	Description	
4/14	TRACE #-061036010091628 PAYROLL PAYROLL 4462800242 21/04/14	877.78-
4/22	TRACE #-111000022057896 PAID SCGC SO CAL GAS WEB 1992052494 21/04/22 1579603623	25.25-
4/22	TRACE #-122000496119867 PAID SCGC SO CAL GAS WEB 1992052494 21/04/22 0490139910	107.16-
4/22	TRACE #-122000496119866 BILL PAYMT SO CAL EDISON CO WEB 4951240335 21/04/22 700487827592 TRACE #-091000018253390	679.48-

05340011040506000

Checks in Serial Number Order

Date	Check No	Amount	Date	Check No	Amount
4/02	35610	5,000.00	4/16	35654	500.00
4/06	35626*	200.00	4/19	35655	740.00
4/27	35639*	140.00	4/15	35656	638.98
4/16	35642*	336.78	4/20	35657	108.00
4/16	35643	91.78	4/23	35658	882.00
4/16	35644	86.66	4/15	35659	500.00
4/15	35645	117.50	4/20	35660	250.00
4/19	35646	103.87	4/30	35661	540.00
4/19	35647	3,245.32	4/22	35663*	47.60
4/16	35648	743.04	4/22	35664	232.58
4/26	35649	42.99	4/16	35665	105.28
4/21	35650	246.82	4/19	35666	515.91
4/15	35653*	400.00			

* Denotes missing check numbers

Daily Balance Information

Date	Balance	Date	Balance	Balance
4/01	127,294.17	4/02	122,294.17	122,094.17

73



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

EAST KERN HOSPITAL DISTRICT

Agency Name

Account Number

20-15-002

As of 04/15/2021, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 03/31/2021.

Earnings Ratio		.00001214175683392	
Interest Rate		0.44%	
Dollar Day Total	\$	57,677,630.28	
Quarter End Principal Balance	\$	671,570.75	} 672,271.06
Quarterly Interest Earned	\$	700.31	

EAST KERN HEALTH CARE DISTRICT
Deposit Detail
 April 2021

Date	Transaction Type	Num	Customer	Vendor	Memo/Description	Clr	Amount
1135 Mission Bank Checking							
04/01/2021	Deposit				Tax Income April 2021		11,637.64
04/23/2021	Deposit				KC Tax Revenues; Voucher# V011568710		42,735.17
1150 Local Agency Fund							
04/15/2021	Deposit	INTEREST			Interest Earned	R	700.31
1155 Bank of Sierra							
04/12/2021	Payment	20042209	Adventist Health			R	998.00
			Adventist Health				-998.00
04/12/2021	Payment	20042209	Adventist Health- Modular Unit			R	738.97
			Adventist Health- Modular Unit				-738.97
04/12/2021	Payment	20042209	Adventist Health- Modular Unit			R	2,955.88
			Adventist Health- Modular Unit				-2,955.88
04/12/2021	Payment		T.J. Sri, M.D.			R	1,600.00
			T.J. Sri, M.D.				-1,600.00
04/19/2021	Payment	103	T.Rifenberg			R	150.00
			T.Rifenberg				-150.00
04/19/2021	Payment	41452	Westpoint Physical Therapy			R	900.00
			Westpoint Physical Therapy				-900.00

SUBJECT: Discussion and direction regarding workers compensation insurance, property/liability insurance and errors and omission insurance for East Kern Health Care District.

SUBMITTED BY: David Aranda, BHI Consulting

MEETING DATE: June 1, 2021

BACKGROUND: In reviewing the district files and operations, I found a file marked State Fund and another file marked Nationwide. In attempting to contact State Fund to look into the current status for workers compensation for EKHCD I was given the run around by a number of State Fund employees. One finally told me that the District had a broker who handled the insurance.

I made contact with Steffeni at IWV Insurance Agency in Ridgecrest, and have found her to be very helpful in working with me to better understand the District's position in regard to insurance coverage.

Steffeni confirmed that the District does NOT have Errors and Omission Insurance. She then notified me that Nationwide, who is currently insuring property and liability would not quote on the E&O Insurance. Steffeni then contacted another agency, The Hartford and sent me application forms to fill out. Those have been completed and hopefully I will be attaching a quote on E&O. Steffeni is also supposed to provide me with a quote for this upcoming year from Nationwide for Property and Liability Insurance. In the meantime, I along with Linda, have filled out paperwork and are currently working with Special District Risk Management Authority in obtaining quotes for Workers Compensation and Property/Liability Insurance and E&O Coverage. I am hopeful that we will have some quotes from SDRMA as well.

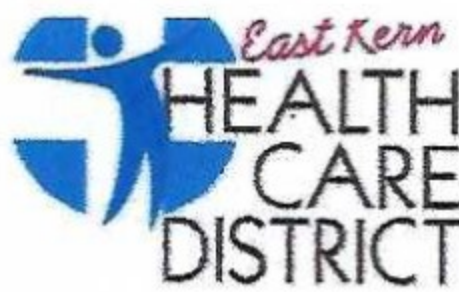
If the Board wishes to understand better the difference between commercial insurance and insurance pools such as SDRMA, please reach out to me or we can have a full discussion at a future board meeting.

There are a number of issues involving our considering and SDRMA considering the District moving the insurance coverage over with SDRMA. I am continuing to work on this and hopefully we have more to report verbally prior to the Board Meeting.

RECOMMENDATION:

✓

If I am able to capture all the pertinent information in regard to insurance coverage for the District, I will add that information to this report prior to the Board Meeting and possibly recommend some changes and additions to the District's insurance coverage.



May 21, 2021

Ms. Ellen Doughty
Chief Member Services Officer
Special District Risk Management Authority
1112 "I" Street, Suite 300
Sacramento, CA 95814

Dear Ms. Doughty:

East Kern Health Care District was formed in 1977 and exists to provide health care services for constituents in the unincorporated areas of Eastern Kern County.

Since formation of the East Kern Health Care District there have been no known losses. Additionally, we do not have any open claims. Please do not hesitate to call should you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "DAVID ARANDA".

David Aranda
Consultant for EKHCD

East Kern Health Care District
PO Box 2546
California City, CA 93504
760-373-2804
eastkernhealthcaredistrict@gmail.com
eckhd.org

Program Year 2020-21

East Kern Health Care District

Proposal Number: P-8034-202021-1
Proposal Status: New
Program(s): PL, WC
Print Date: March 10, 2021

Profile Information

Phone: 760-373-2804 , 661 220-6100 or David=661 300-1231

Fax: N/A

Website: eKHCD.org

Mailing Address Line 1: P.O. Box 2546

Mailing Address Line 2:

Mailing City: California City

Mailing State: CA

Mailing Zip Code: 93504

Physical Address Line 1: 8101 Bay Avenue

Physical Address Line 2:

Physical City: California City

Physical State: CA

Physical Zip Code: 93505

Physical County: Kern

Office Hours:

Contact Information

Please list Contacts associated with your Agency. You must list at least one person in each of the three required roles: PRIMARY CONTACT, GENERAL MANAGER, BOARD PRESIDENT The same person may be listed in all 3 roles.

Salutation	First Name	Last Name	Position	Email Address	Primary Contact	General Manager	Board President
Ms	KAREN	MACedonio	President	directormacedonio@ehhcd.org	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr.	DAVID	ATAUDA	CONSULTANT	daranda.300@gmail.com	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms	Linda	Cook	CONSULTANT-office/finance	ecusther@healthcare-districts@gmail.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

General Information

AA-01 Are you a government agency? If no, please stop and contact Member Services 800.537.7790. yes

EC-10 How many Full Time Employees does your Organization have? 0

EC-20 How many Part Time Employees does your Organization have? 0

EC-24 What year was your agency formed? _____ 0

EC-26 What is the population of your service area? _____ 0

EC-27 What is the size of your service area (acreage)? _____ 0

EC-30 Number of Governing Body members? 5 0

EC-31 What is your method of Governing Body member selection? Vote

EC-32 If your Board Members are appointed, by whom are they appointed? NA

GI-04 Does your Agency have Licensed or Certified Positions on Staff? (For example: engineers, accountants, attorneys, etc.) NO

GI-05 Does your Agency have a volunteer/auxiliary association? (If yes, please fax or mail detailed information) NO

GI-08 Is an attorney present at each of your Board meetings? yes

GI-09 How often is an outside (independent) financial audit performed? (annually, every two years etc.) Annually

GI-10 For which fiscal year was the last audit completed? FY 2020

GI-11 What is the name of the firm performing your financial audit? Nigro + Nigro

GI-12 Does a committee, or the full Board, discuss the audit report and any audit findings directly with the auditor? full board

GI-17 Has your agency had in the last 5 years, any Grand Jury investigations or recall proceedings? (If yes, forward a copy to SDRMA) NO

GI-19 Has your governing body adopted a resolution to cover volunteers and/or governing body members for workers' compensation? (If yes, forward a copy to SDRMA) NO

GI-20 Does your agency have any physical IT security procedures in place? (including procedures relating to mobile devices) NO

GI-21 Does your agency have risk management procedures/policies relating to media, privacy and network security? NO

GI-22 Has your agency had any claims relating to network security breaches and/or outages? NO

GI-23 Does your agency have critical data offsite storage? NO

GI-24 Does your agency train all employees on potential cyber attacks such as "phishing" NO

GI-25 Does your agency currently maintain a website? yes

GI-26 If your agency does not maintain a website, does your governing body pass a resolution annually claiming hardship? NA

GI-27 If your agency does maintain a website, is it ADA Compliant? yes

GI-28 Does your agency participate in an Employer Pull Notice (EPN) Program? NA

GI-29 Projected Total Gross Payroll for upcoming fiscal year (includes W-2, 1099 payroll, 2/3 of overtime and call-backs. Exclude benefits and subcontracted operations) 0

General Information

PC-01 Current Property/Liability Carrier(s) NATION wide

PC-02 Policy Liability Limits _____

PC-03 Current Property/Liability Deductibles _____

PC-04 Current Property/Liability Policy Expiration Date See attached policy

PC-05 Current Property/Liability Annual Premium _____

PC-06 How many 'Additional Insureds' do you have on your current policy? _____

PC-10 Current Workers' Compensation Carrier(s) State Fund

PC-11 Current Workers' Compensation Deductible * State Fund

PC-12 Current Workers' Compensation Policy Expiration Date ?

PC-13 Current Workers' Compensation Annual Premium \$ 5000

PC-14 Current Workers' Compensation Experience Modification Factor ?

PC-15 Total actual payroll for last fiscal year _____

PC-16 Total budgeted payroll for current fiscal year ZZ

PC-17 Total estimated payroll for next fiscal year _____

PC-20 During the past three (3) years has insurance been declined, canceled, or not renewed? NO

I cannot get any information from State Fund.

Operating Expense Budget Instructions

Annual operating expense budget includes all departments for the program year. Please exclude capital expenditures, reserves and principal/interest payments on long-term debt. In addition, only grants and pass through funding NOT used to support operations (risk transferred) should be excluded - therefore, grant funding used to support agency operations such as payroll and other administrative expenses should be included.

XO-01 What is the Total Operating Expense Budget for your Organization? \$80,000

Description of Services

Describe the Services provided by your Agency:

As a health care district for Eastern Kern County the District ^{owns &} MANAGES office / medical buildings to various health care providers

The District requires each route to carry their own insurance so the District is only requiring coverage for the buildings, liability & etc.

ZZ - There was a parttime G.M. on "staff" who initially was paid as a consultant

Beginning or around July 2021 I would expect one parttime person with a payroll of 40,000/yr.

Service Information (please mark applicable services)

Air Pollution Control	_____
Airport	_____
Ambulance	_____
Cemetery	_____
Dam	_____
Drainage Pond	_____
Electric	_____
Emergency Communications Center	_____
Fairs/Parades	_____
Fire	_____
Firing Ranges	_____
First 5	_____
Flood Control	_____
Garbage	_____
Golf Course	_____
Healthcare	_____ Yes
Irrigation	_____
JPA	_____
Lakes/Reservoirs	_____
Levees/Dikes/Canals/Ditches	_____
Library	_____
Local Agency Formation Commission	_____
Marina/Dock	_____
Parks/Recreation	_____
Police/Law Enforcement	_____
Resource Conservation	_____
Sewer	_____
Solid Waste Management	_____
Stadium	_____
Streetlighting	_____
Streets/Roads	_____
Vector/Pest Control	_____
Water	_____

Healthcare

S28-01 Does Agency provide medical services

NO

S28-02 Does Agency supervise medical staff

NO

S28-03 Is Agency involved in the daily operation of a medical facility

NO

Properties (photocopy this page for multiple items)

Address Line 1	_____
Area (Sq. Ft.)	_____
Bldg Bolted To Foundation (Yes/No)	_____
Building Value	_____
City	_____
Construction Type	_____
Content Value	_____
County	_____
Description (Main Office, Pump Station, Rec Center etc)	_____
EQ Coverage (Yes/No)	_____
Fire Zone	_____
Flood Zone	_____
Historical Property (Yes/No)	_____
Last Appraisal	_____
Last Major Renovation Year	_____
Number Floors	_____
Ownership Type (Leased, Owned, Rented/Loaned)	_____
Percent Sprinklered	_____
Renovation Cost	_____
Renovation Description	_____
Roof Type	_____
State	_____
Year Built	_____
Zip	_____

See attached information from Nationwide

Construction Types

- Joisted Masonry
- Metal
- Non-Combustible
- Wood Frame
- Other

Roof Types

- Shake
- Tile
- Metal
- Non-Combustible
- Other

Renovation Descriptions

- Joisted Masonry
- Electrical
- Plumbing
- Seismic Retrofitting
- Additions
- Roof Replacements
- Auto Sprinklers
- Other (describe)

Property/Liability and Workers' Compensation Program Application

Vehicles (photocopy this page for multiple items)

APD Coll Deductible

APD Comp Deductible

Gross Vehicle Weight (GVW)

Make/Model

Original Cost

Use

Vehicle Type

VIN Number

Year Built

NONE

Deductible Programs

Declined	No Comprehensive/No Collision
\$250/\$500	\$250 Comp / \$500 Coll Deductible
\$500/\$1000	\$500 Comp / \$1000 Coll Deductible

Vehicle Types

Auto Emergency (non-fire)	Non-fire autos that are used for emergency service and are dedicated to emergency response. (Ex. police car)
Auto Non-Emergency	Autos that are not used for emergency service.
Bus (0-8 Passengers)	Do not list Buses in Medium, Heavy or Extra Heavy
Extra Heavy Truck	All non-fire trucks with a GVW in excess of 30,000 pounds.
Fire Ambulance	Ambulances
Fire Auto	Autos used in fire service.
Fire Pick-Up or Light Truck	All fire trucks with a GVW less than 10,001 pounds.
Fire Truck	All fire trucks with a GVW greater than 10,000 pounds.
Fire Van	Fire vans all types (except Ambulance)
Heavy Truck	All non-fire trucks with a GVW from 20,001 - 30,000 pounds.
Light Truck	All non-fire, non-pick-up trucks with a GVW less than 10,000 pounds.
Medium Truck	All non-fire trucks with a GVW from 10,001 - 20,000 pounds.
Motor Bike	Motorcycles
Pick-Up Truck	Non-fire pick-up trucks with a GVW less than 10,000 pounds.
Tractor	Tractors that are registered with the DMV (unregistered tractors are Mobile Equipment / Floater and should be scheduled in that section).
Van (0-8 Passengers)	Do not list Vans in Light or Medium
Van (9-14 Passengers)	Do not list Vans in Light or Medium
Van (15+ Passengers)	Do not list Vans in Light or Medium

Property/Liability and Workers' Compensation Program Application

Trailers (photocopy this page for multiple items)

Gross Vehicle Weight (GVW)

Homemade (Yes/No)

Make/Model

Original Cost

Ownership Type (Leased, Owned, Rented/Loaned

Use

VIN Number

Year Built

NONE

Mobile / Contractors Equipment (photocopy this page for multiple items)

Actual Cash Value

Is Watercraft (Yes/No)

Make/Model

Original Cost

Serial Number

Year Built

NONE

Estimated Payroll Detail

Please report current employee count and payroll amounts by Class Code. Salaries and Wages are to be reported, but do not include benefits.

Class Code	Employee Count	Annual Payroll
0005 - Nursery Operations		\$
0050 - Orchard Work		\$
0251 - Irrigation, Drainage or Reclamation Works Operations		\$
3724 - Electrical Repair, Mechanic Supervisor		\$
4511 - Air Quality Lab Technician		\$
6220 - Heavy Equipment Operator; Grading Land, Excavation		\$
7332 - Ambulance		\$
7382 - Drivers; Bus and Limousine Operations		\$
7429 - Airport Operations		\$
7520 - Waterworks Operations		\$
7539 - Electric Light or Power Operations		\$
7580 - Sanitary or Sanitation Agency Operations		\$
7706 - Firefighters - including Fire Chiefs		\$
7707 - Volunteer Firefighters - per capita charge		\$ 0
7720 - Police/Sheriff		\$
7721 - Patrol or Guard Services (Armed)		\$
7722 - Volunteer Police/Sheriff - per capita charge		\$ 0
8389 - Heavy Equipment; Truck Mechanic		\$
8392 - Automobiles - Storage Garages or Parking Lots		\$
8601 - Engineers - Consulting; - not engaged in actual construction or operation		\$
8720 - Weighmasters		\$
8740 - Property and Building Operations (Management)		\$
8742-D - Paid Governing Body Members		\$
8742-M - Salespersons-Outside		\$
8742-P - Non-Paid Governing Body Members - per capita charge		\$ 0
8742-V - Non-Safety Volunteers		\$
8810 - Clerical/Office Employees	5	\$ 40,000
8830 - Institutional Employees		\$
9009 - Property and Building Operations (Non-Management)		\$
9015 - Building Operations including Janitorial		\$
9016 - Boat Anchorage and Rentals; Marinas		\$
9031 - Pest Control		\$
9033 - Housing Authorities		\$
9048 - Camps - Recreational or Educational		\$
9053 - Lifeguards		\$
9060 - Clubs - Country or Golf		\$
9066 - Patrol and Gate Officer (Unarmed)		\$
9182 - Athletic Teams or Parks		\$
9220 - Cemetery Operations		\$
9402 - Street Cleaning		\$
9403 - Garbage or Refuse Collection		\$
9410 - Non-Manual Labor; including Agency Managers and Recreation Personne		\$
9420 - Manual Labor; including Park and Landscape Maintenance Personnel		\$
9422 - Roads; Maintenance and Repair		\$
9424 - Garbage, or Refuse Dump Operations		\$

Property/Liability and Workers' Compensation Program Application



9993 - \$350K Deductible Program	_____	\$ _____
9995 - Claims TPA Reimbursement	_____	\$ _____
9999 - \$250K Deductible Program	_____	\$ _____
Total Number of Employees and Annual Payroll	.5	\$ 40,000

Loss History

Property/Liability Loss History

Please provide **10-years** of detailed loss history including paid claims, reserves, and total incurred for each year. This information is easily obtainable by contacting your current property/liability carrier. If your agency is not able to obtain the full ten years, please submit what is available along with a letter of explanation indicating the reason your agency is unable to obtain the information.

Workers' Compensation Loss History

Please provide **10-years** of detailed loss history including paid claims, reserves, and total incurred for each year. This information is easily obtainable by contacting your current workers' compensation carrier. If your agency is not able to obtain the full ten years, please submit what is available along with a letter of explanation indicating the reason your agency is unable to obtain the information.

East Kern Health Care District

Please review all information to ensure that it is complete, accurate and current. Be advised that any misrepresentation contained in this renewal questionnaire could potentially void coverages for your Agency and its Employees, Officers and Board Members. For questions and/or assistance, please call Member Services at 800.537.7790.

ATTEST

I have reviewed the attached Preliminary Questionnaire and warrant that to the best of my knowledge, the information contained herewithin is complete and correct and as the signer I am authorized on behalf of our Agency and its Employees, Officers and Board Members to attest to its accuracy.

Signature: 

Title: Acting GM - Consultant Date: 5/20/21
3/10/2021

PREMIER BUSINESSOWNERS POLICY

PREMIER OFFICE PROPERTY DECLARATIONS

Policy Period:

From 07-19-20 To 07-19-21

Policy Number: **ACP BPO 7800664427**

Description of Premises Number: **001** Building Number: **001** Construction: **FRAME**
Premises Address **9300 N LOOP BLVD** **CALIFORNIA CITY CA 93505-2269**
Premises ID
Occupancy **00** Classification: **MEDICAL CLINICS - OUTPATIENT ONLY**

Described as: **MEDICAL OFFICE**

WE PROVIDE INSURANCE ONLY FOR THOSE COVERAGES INDICATED BY A LIMIT OR BY "INCLUDED".

The Property Coverage provided at this premises is subject to a \$ **500** Deductible, unless otherwise stated.

COVERAGES	LIMITS OF INSURANCE	
Building - Replacement cost		\$607,400
Business Personal Property - Replacement cost		\$198,300
ADDITIONAL COVERAGES - the Coverage Form Includes other Additional Coverages not shown.		
Business Income - ALS - 12 Months - NO Hour Waiting Period - 60 Day Ordinary Payroll Limit		INCLUDED
Extra Expense - Actual Loss Sustained (ALS) - 12 Months - NO Hour Waiting Period		INCLUDED
Equipment Breakdown		INCLUDED
Automatic Increase in Insurance - Building		1%
Automatic Increase in Insurance - Business Personal Property		2.9%
Back Up of Sewer and Drain Water (limit shown per Building, subject to \$25,000 policy aggregate)		\$5,000
Appurtenant Structures - 10% of Building Limit of Insurance - maximum \$50,000 any one structure		INCLUDED
Increased Cost of Construction		\$25,000
OPTIONAL INCREASED LIMITS	Included Limit	Additional Limit
Account Receivable	\$25,000	\$25,000
Valuable Papers and Records (At the Described Premises)	\$25,000	\$25,000
Forgery and Alteration	\$10,000	\$10,000
Money and Securities - Inside the Premises	\$10,000	\$10,000
Outside the Premises (Limited)	\$10,000	\$10,000
Outdoor Signs	\$2,500	\$2,500
Outdoor Trees, Shrubs, Plants and Lawns	\$10,000	\$10,000
Business Personal Property Away From Premises	\$15,000	\$15,000
Business Personal Property Away From Premises - Transit	\$15,000	\$15,000
Electronic Data	\$10,000	\$10,000
Interruption of Computer Operations	\$10,000	\$10,000
Building Property of Others	\$10,000	\$10,000
OPTIONAL COVERAGES - Other frequently purchased coverage options.		
Employee Dishonesty		NOT PROVIDED
Ordinance or Law - 1 - Loss to Undamaged Portion		NOT PROVIDED
2 - Demolition Cost and Broadened Increased Cost of Construction		NOT PROVIDED
Ordinance or Law Broadened		NOT PROVIDED

PROTECTIVE SAFEGUARDS

This premise has Protective Safeguards identified by symbols below. Insurance for Fire or Burglary and Robbery at this premise will be excluded if you do not notify us immediately if any of these safeguards are impaired.

See **PB 04 30** for a description of each symbol. APPLICABLE SYMBOLS: **P-6;**

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AMCO INSURANCE COMPANY

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PREMIER BUSINESSOWNERS POLICY

PREMIER OFFICE PROPERTY DECLARATIONS

Policy Period:
From 07-19-20 To 07-19-21

Policy Number: **ACP BPO 7800664427**

Description of Premises Number: **002** Building Number: **001** Construction: **FRAME**
 Premises Address **9350 N LOOP BLVD** CALIFORNIA CITY CA **93505-2269**
 Premises ID
 Occupancy **OO** Classification: **MEDICAL CLINICS - OUTPATIENT ONLY**

Described as: **MEDICAL OFFICE-OUTPATIENT ONLY**

WE PROVIDE INSURANCE ONLY FOR THOSE COVERAGES INDICATED BY A LIMIT OR BY "INCLUDED".

The Property Coverage provided at this premises is subject to a \$ **500** Deductible, unless otherwise stated.

COVERAGES	LIMITS OF INSURANCE	
Building - Replacement cost		\$836,300
Business Personal Property - Replacement cost		\$11,000
ADDITIONAL COVERAGES - the Coverage Form Includes other Additional Coverages not shown.		
Business Income - ALS - 12 Months - NO Hour Waiting Period - 60 Day Ordinary Payroll Limit		INCLUDED
Extra Expense - Actual Loss Sustained (ALS) - 12 Months - NO Hour Waiting Period		INCLUDED
Equipment Breakdown		INCLUDED
Automatic Increase in Insurance - Building		1%
Automatic Increase in Insurance - Business Personal Property		2.9%
Back Up of Sewer and Drain Water (limit shown per Building, subject to \$25,000 policy aggregate)		\$5,000
Appurtenant Structures - 10% of Building Limit of Insurance - maximum \$50,000 any one structure		INCLUDED
Increased Cost of Construction		\$25,000
OPTIONAL INCREASED LIMITS	Included Limit	Additional Limit
Account Receivable	\$25,000	\$25,000
Valuable Papers and Records (At the Described Premises)	\$25,000	\$25,000
Forgery and Alteration	\$10,000	\$10,000
Money and Securities - Inside the Premises	\$10,000	\$10,000
Outside the Premises (Limited)	\$10,000	\$10,000
Outdoor Signs	\$2,500	\$2,500
Outdoor Trees, Shrubs, Plants and Lawns	\$10,000	\$10,000
Business Personal Property Away From Premises	\$15,000	\$15,000
Business Personal Property Away From Premises - Transit	\$15,000	\$15,000
Electronic Data	\$10,000	\$10,000
Interruption of Computer Operations	\$10,000	\$10,000
Building Property of Others	\$10,000	\$10,000
OPTIONAL COVERAGES - Other frequently purchased coverage options.		
Employee Dishonesty		NOT PROVIDED
Ordinance or Law - 1 - Loss to Undamaged Portion		NOT PROVIDED
2 - Demolition Cost and Broadened Increased Cost of Construction		NOT PROVIDED
Ordinance or Law Broadened		NOT PROVIDED

PROTECTIVE SAFEGUARDS

This premise has Protective Safeguards identified by symbols below. Insurance for Fire or Burglary and Robbery at this premise will be excluded if you do not notify us immediately if any of these safeguards are impaired.

See **PB 04 30** for a description of each symbol. APPLICABLE SYMBOLS: **P-6;**

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PREMIER BUSINESSOWNERS POLICY

PREMIER OFFICE PROPERTY DECLARATIONS

Policy Period:
From 07-19-20 To 07-19-21

Policy Number: **ACP BPO 7800664427**

Description of Premises Number: **003** Building Number: **001** Construction: **FRAME**
Premises Address **9278 N LOOP BLVD** CALIFORNIA CITY CA 93505-2236
Premises ID
Occupancy **OO** Classification: **MEDICAL CLINICS - OUTPATIENT ONLY**

Described as: **MEDICAL OFFICE**

WE PROVIDE INSURANCE ONLY FOR THOSE COVERAGES INDICATED BY A LIMIT OR BY "INCLUDED".

The Property Coverage provided at this premises is subject to a \$ **500** Deductible, unless otherwise stated.

COVERAGES	LIMITS OF INSURANCE	
Building - Replacement cost		\$539,200
Business Personal Property - Replacement cost		\$11,000
ADDITIONAL COVERAGES - the Coverage Form Includes other Additional Coverages not shown.		
Business Income - ALS - 12 Months - NO Hour Waiting Period - 60 Day Ordinary Payroll Limit		INCLUDED
Extra Expense - Actual Loss Sustained (ALS) - 12 Months - NO Hour Waiting Period		INCLUDED
Equipment Breakdown		INCLUDED
Automatic Increase in Insurance - Building		1%
Automatic Increase in Insurance - Business Personal Property		2.9%
Back Up of Sewer and Drain Water (limit shown per Building, subject to \$25,000 policy aggregate)		\$5,000
Appurtenant Structures - 10% of Building Limit of Insurance - maximum \$50,000 any one structure		INCLUDED
Increased Cost of Construction		\$25,000
OPTIONAL INCREASED LIMITS	Included Limit	Additional Limit
Account Receivable	\$25,000	\$25,000
Valuable Papers and Records (At the Described Premises)	\$25,000	\$25,000
Forgery and Alteration	\$10,000	\$10,000
Money and Securities - Inside the Premises	\$10,000	\$10,000
Outside the Premises (Limited)	\$10,000	\$10,000
Outdoor Signs	\$2,500	\$2,500
Outdoor Trees, Shrubs, Plants and Lawns	\$10,000	\$10,000
Business Personal Property Away From Premises	\$15,000	\$15,000
Business Personal Property Away From Premises - Transit	\$15,000	\$15,000
Electronic Data	\$10,000	\$10,000
Interruption of Computer Operations	\$10,000	\$10,000
Building Property of Others	\$10,000	\$10,000
OPTIONAL COVERAGES - Other frequently purchased coverage options.		
Employee Dishonesty		NOT PROVIDED
Ordinance or Law - 1 - Loss to Undamaged Portion		NOT PROVIDED
2 - Demolition Cost and Broadened Increased Cost of Construction		NOT PROVIDED
Ordinance or Law Broadened		NOT PROVIDED

PROTECTIVE SAFEGUARDS

This premise has Protective Safeguards identified by symbols below. Insurance for Fire or Burglary and Robbery at this premise will be excluded if you do not notify us immediately if any of these safeguards are impaired. See **PB 04 30** for a description of each symbol. APPLICABLE SYMBOLS: **NOT APPLICABLE**

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PREMIER BUSINESSOWNERS POLICY

PREMIER OFFICE PROPERTY DECLARATIONS

Policy Period:

From 07-19-20 To 07-19-21

Policy Number: **ACP BPO 7800664427**

Description of Premises Number: **004** Building Number: **001** Construction: **FRAME**
Premises Address **8051 BAY AVE** **RIDGECREST CA 93555-0000**
Premises ID
Occupancy **OL** Classification: **OFFICES OR AGENCIES - NOT OTHERWISE CLASSIFIED**

Described as: **ADMINISTRATIVE OFFICE ONLY**

WE PROVIDE INSURANCE ONLY FOR THOSE COVERAGES INDICATED BY A LIMIT OR BY "INCLUDED".

The Property Coverage provided at this premises is subject to a \$ **500** Deductible, unless otherwise stated.

COVERAGES

LIMITS OF INSURANCE

Building - Replacement cost **\$2,085,100**
Business Personal Property - Replacement cost **\$12,600**

ADDITIONAL COVERAGES - the Coverage Form Includes other Additional Coverages not shown.

Business Income - ALS - 12 Months - NO Hour Waiting Period - 60 Day Ordinary Payroll Limit **INCLUDED**
Extra Expense - Actual Loss Sustained (ALS) - 12 Months - NO Hour Waiting Period **INCLUDED**
Equipment Breakdown **INCLUDED**
Automatic Increase in Insurance - Building **1%**
Automatic Increase in Insurance - Business Personal Property **2.9%**
Back Up of Sewer and Drain Water (limit shown per Building, subject to \$25,000 policy aggregate) **\$5,000**

Appurtenant Structures - 10% of Building Limit of Insurance - maximum \$50,000 any one structure **INCLUDED**
Increased Cost of Construction **\$25,000**

OPTIONAL INCREASED LIMITS

Included Limit

Additional Limit

Account Receivable	\$25,000	\$25,000
Valuable Papers and Records (At the Described Premises)	\$25,000	\$25,000
Forgery and Alteration	\$10,000	\$10,000
Money and Securities - Inside the Premises	\$10,000	\$10,000
Outside the Premises (Limited)	\$10,000	\$10,000
Outdoor Signs	\$2,500	\$2,500
Outdoor Trees, Shrubs, Plants and Lawns	\$10,000	\$10,000
Business Personal Property Away From Premises	\$15,000	\$15,000
Business Personal Property Away From Premises - Transit	\$15,000	\$15,000
Electronic Data	\$10,000	\$10,000
Interruption of Computer Operations	\$10,000	\$10,000
Building Property of Others	\$10,000	\$10,000

OPTIONAL COVERAGES - Other frequently purchased coverage options.

Employee Dishonesty **NOT PROVIDED**
Ordinance or Law - 1 - Loss to Undamaged Portion **NOT PROVIDED**
2 - Demolition Cost and Broadened Increased Cost of Construction **NOT PROVIDED**
Ordinance or Law Broadened **NOT PROVIDED**

PROTECTIVE SAFEGUARDS

This premise has Protective Safeguards identified by symbols below. Insurance for Fire or Burglary and Robbery at this premise will be excluded if you do not notify us immediately if any of these safeguards are impaired.

See **PB 04 30** for a description of each symbol. APPLICABLE SYMBOLS: **P-1; P-2; P-7;**

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PREMIER BUSINESSOWNERS POLICY

PREMIER OFFICE

LIABILITY DECLARATIONS

Policy Number: **ACP BPO 7800664427**

Policy Period:
From **07-19-20** To **07-19-21**

LIMITS OF INSURANCE

Each Occurrence Limit of Insurance	Per Occurrence	\$1,000,000
Medical Payments Coverage Sub Limit	Per Person	\$5,000
Tenants Property Damage Legal Liability Sub Limit	Per Covered Loss	\$300,000
Personal and Advertising Injury	Per Person Or Organization	\$1,000,000
Products – Completed Operations Aggregate	All Occurrences	\$2,000,000
General Aggregate (Other than Products – Completed Operations)	All Occurrences	\$2,000,000

AUTOMATIC ADDITIONAL INSURED STATUS

The following persons or organizations are automatically insureds when you and they have agreed in a written contract or agreement that such person or organization be added as an additional insured on your policy.

Co-Owners of Insured Premises
Controlling Interest
Grantor of Franchise or License
Lessors of Leased Equipment
Managers or Lessors of Leased Premises
Mortgagee, Assignee or Receiver
Owners or Other Interest from Whom Land has been Leased
State or Political Subdivisions - Permits Relating to Premises

PROPERTY DAMAGE DEDUCTIBLE

NONE

OPTIONAL COVERAGES

NONE PROVIDED



Name of Insurance Company to which application is made

PRIVATE COMPANY APPLICATION ProntoSM Application

NOTICE: LIABILITY COVERAGE PARTS PROVIDE CLAIMS MADE COVERAGE. EXCEPT AS OTHERWISE SPECIFIED: COVERAGE APPLIES ONLY TO A CLAIM FIRST MADE AGAINST THE INSURED DURING THE POLICY PERIOD AND WHICH HAS BEEN REPORTED TO THE INSURER IN ACCORDANCE WITH THE APPLICABLE NOTICE PROVISIONS. COVERAGE IS SUBJECT TO THE INSURED'S PAYMENT OF THE APPLICABLE RETENTION. PAYMENTS OF DEFENSE COSTS ARE SUBJECT TO, AND REDUCE, THE AVAILABLE LIMIT OF LIABILITY. PLEASE READ THE POLICY CAREFULLY AND DISCUSS THE COVERAGE WITH YOUR INSURANCE AGENT OR BROKER.

GENERAL INFORMATION

- Name of Applicant Company: East Kern Health Care District
(Together with any subsidiaries for whom this policy is intended, hereinafter, "Applicant(s).")
- Address: 8101 Bay Ave
CALIFORNIA CITY, CA 93505
- Website:
- Nature of Business and NAIC or SIC Code: NAIC: 531120 SIC: 6512

property management for the properties owned by the District and leased to medical facilities with all maintenance contracted out

- Applicant Company is a:

Privately-owned company

* Non-profit organization (subject to IRS 501(c))

* Trust, General/Limited Partnership, or Other

* Governmental or public entity

* Publicly-traded company

** Please note this application will only be accepted for a privately-owned company*

COVERAGE REQUESTED

- Proposed Effective Date: 5/14/2021
- Please check the boxes below with an "X" to indicate which coverage is being requested. If you are not requesting a type of coverage, please leave the entire row blank. If a coverage requested is not currently purchased, a dollar amount of "\$0" will be assigned to current limits.

Coverage Requested	Limits Requested	Currently Purchased	Date Coverage First Purchased	Current Limits
<input checked="" type="checkbox"/> Directors, Officers & Entity Liability	\$	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		\$

PRIOR KNOWLEDGE

The following question must be answered if the Applicants are requesting higher limits than current limits, including requesting coverage which is not currently purchased.

Does an Applicant or any natural person for whom insurance is intended have any knowledge or information of any error, misstatement, misleading statement, act, omission, neglect, breach of duty or other matter that may give rise to a claim?

Yes No

If "YES," provide full details (attach a separate sheet if necessary).

IT IS AGREED THAT IF ANY SUCH KNOWLEDGE OR INFORMATION EXISTS, ANY CLAIM BASED ON, ARISING FROM, OR IN ANY WAY RELATING TO SUCH ERROR, MISSTATEMENT, MISLEADING STATEMENT, ACT, OMISSION, NEGLIGENCE, BREACH OF DUTY OR OTHER MATTER OF WHICH THERE IS KNOWLEDGE OR INFORMATION SHALL BE EXCLUDED FROM COVERAGE REQUESTED. HOWEVER, THIS EXCLUSION SHALL APPLY UNDER A SPECIFIC COVERAGE PART ONLY TO THE EXTENT THAT THE "LIMITS REQUESTED" ARE HIGHER THAN THE "CURRENT LIMITS" PURCHASED FOR THAT COVERAGE PART.

APPLICANT INFORMATION

- Total revenues as of most recent fiscal year end: \$0 \$ 180,000
- Total number of employees currently: 2 ϕ
- Is an Applicant a subsidiary of a non-U.S. Corporation? Yes No
- Does the Applicant have any Foreign Revenue, Employees or Locations? Yes No
- Has an Applicant experienced within the past 24 months, or does an Applicant anticipate in the next 12 months, any of the following events:
 - Merger, acquisition, sale of any assets or similar transaction? Yes No
 - Any financial restructuring, reorganization or filing for bankruptcy? Yes No
 - Any downsizing, layoffs, reduction in force, plant or office closings? Yes No

- Does the Applicant engage in any service or activity involving or similar to: initial offerings, mining, trading, exchanging, or storing of cryptocurrency, token, digital coin, or equivalent thereof? Yes No

DIRECTORS, OFFICERS & ENTITY LIABILITY COVERAGE PART (Complete Only if Requesting this Coverage)

Please provide the following based on the Applicants' most recent fiscal year end. Please use "()" or "-" to indicate negative figures. *(Fiscal year to date)*

Balance Sheet		
Current Assets	2154354.98	\$
Goodwill		\$
Total Assets	2154354.98	\$
Current Liabilities	2761.84	\$
Long Term Debt	0	\$
Total Liabilities	2761.84	\$
Retained Earnings	2,092,144.58	\$
Shareholder Equity	NA	\$

Profit & Loss or Income Statement		
Total Revenues	240,334.98	\$
Net income after taxes		\$
Earnings before Interest & Taxes	237,333.00	\$

- How many total individuals/entities own shares in the Applicant? *NA*
- What percentage of shares are held by Directors, Officers, or entities with direct representation on the Board of Directors? *NA*
- Is there multiple generation family ownership of the Applicant (including individuals or trusts that own shares in the Applicant)? Yes No
- Is there ownership or financial-support of the Applicant by any private equity or other type of non-venture capital investment firm? Yes No
- Is an Applicant currently, or has an Applicant been in the past 12 months, in breach or violation of any debt covenant or loan agreement or any other material contractual obligation? Yes No
- Has an Applicant, or any natural person for whom this insurance is intended, been involved in:
 - Any antitrust, copyright or patent litigation? Yes No
 - Any civil or criminal action or administrative proceeding alleging a violation of any federal or state security law or regulation? Yes No
 - Any representative actions, class actions or derivative suits? Yes No
 - Any other litigation? Yes No
- Year of Incorporation:

LOSS HISTORY (RENEWAL APPLICANTS OF THE HARTFORD NEED NOT ANSWER THIS QUESTION).

With respect to the Applicants and any natural person for whom this insurance is intended:

- Have there been any actual or potential lawsuits or claims that may fall within the scope of Yes No the coverage requested?
- Has any Insurer cancelled or refused to renew any Directors and Officers, Employment Practices, Fiduciary, Crime, Kidnap Ransom, Cyber, or similar insurance within the past 36 months? Yes No

*** MISSOURI APPLICANTS NEED NOT REPLY.**

Applicable to Liability Coverage Parts Only:

- Are there any pending claims or demands against an Applicant or any natural person for whom this insurance is intended that may fall within the scope of coverage afforded by any previously or currently purchased insurance policy? Yes No
- Has an Applicant or any natural person for whom this insurance is intended given notice under the provisions of any other previously or currently purchased insurance policy of any facts or circumstances which may give rise to a claim against any of them? Yes No

REGARDING THESE QUESTIONS C & D, IT IS AGREED THAT IF ANY SUCH CLAIMS, DEMANDS OR NOTICES EXIST, ANY CLAIM BASED UPON, ARISING FROM OR IN ANY WAY RELATED TO SUCH MATTERS SHALL BE EXCLUDED FROM THE INSURANCE BEING APPLIED FOR. THE INFORMATION PROVIDED IN THIS APPLICATION IS FOR UNDERWRITING PURPOSES ONLY AND DOES NOT CONSTITUTE NOTICE TO THE COMPANY OF A CLAIM OR POTENTIAL CLAIM UNDER ANY POLICY. IF YOU INTEND TO NOTICE A CLAIM OR POTENTIAL CLAIM FOR POSSIBLE COVERAGE, PLEASE COMPLY WITH THE NOTICE OF CLAIM CONDITIONS/PROVISIONS FOUND IN YOUR POLICY.

FRAUD WARNING STATEMENTS

ATTENTION ALABAMA, ARKANSAS, DISTRICT OF COLUMBIA, MARYLAND, RHODE ISLAND AND WEST VIRGINIA APPLICANTS: ANY PERSON WHO KNOWINGLY (OR WILLFULLY IN MARYLAND) PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY (OR WILLFULLY IN MARYLAND) PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON.

ATTENTION COLORADO APPLICANTS: IT IS UNLAWFUL TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES, DENIAL OF INSURANCE, AND CIVIL DAMAGES. ANY INSURANCE COMPANY OR AGENT OF AN INSURANCE COMPANY WHO KNOWINGLY PROVIDES FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO A POLICY HOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICY HOLDER OR CLAIMANT WITH REGARD TO A SETTLEMENT OR AWARD PAYABLE FROM INSURANCE PROCEEDS SHALL BE REPORTED TO THE COLORADO DIVISION OF INSURANCE WITHIN THE DEPARTMENT OF REGULATORY AGENCIES.

ATTENTION FLORIDA APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD OR DECEIVE ANY INSURER FILES A STATEMENT OF CLAIM OR AN APPLICATION CONTAINING ANY FALSE, INCOMPLETE, OR MISLEADING INFORMATION IS GUILTY OF A FELONY OF THE THIRD DEGREE.

ATTENTION KANSAS APPLICANTS: INSURANCE FRAUD IS A CRIMINAL OFFENSE IN KANSAS. A " FRAUDULENT INSURANCE ACT " MEANS AN ACT COMMITTED BY ANY PERSON WHO, KNOWINGLY AND WITH INTENT TO DEFRAUD, PRESENTS, CAUSES TO BE PRESENTED OR PREPARES WITH KNOWLEDGE OR BELIEF THAT IT WILL BE PRESENTED TO OR BY AN INSURER, PURPORTED INSURER, BROKER OR ANY AGENT THEREOF, ANY WRITTEN ELECTRONIC, ELECTRONIC IMPULSE, FACSIMILE, MAGNETIC, ORAL, OR TELEPHONIC COMMUNICATION OR STATEMENT AS PART OF, OR IN SUPPORT OF, AN APPLICATION FOR THE ISSUANCE OF, OR THE RATING OF AN INSURANCE POLICY FOR PERSONAL OR COMMERCIAL INSURANCE, OR A CLAIM FOR PAYMENT OR OTHER BENEFIT PURSUANT TO AN INSURANCE POLICY FOR COMMERCIAL OR PERSONAL INSURANCE WHICH SUCH PERSON KNOWS TO CONTAIN MATERIALLY FALSE INFORMATION CONCERNING ANY FACT MATERIAL THERETO; OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO.

ATTENTION KENTUCKY, OHIO AND PENNSYLVANIA APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SUBJECTS SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

ATTENTION LOUISIANA, MAINE, TENNESSEE, VIRGINIA AND WASHINGTON APPLICANTS: IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES OR A DENIAL OF INSURANCE BENEFITS.

ATTENTION NEW MEXICO APPLICANTS: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO CIVIL FINES AND CRIMINAL PENALTIES.

ATTENTION NEW HAMPSHIRE AND NEW JERSEY APPLICANTS: ANY PERSON WHO INCLUDES ANY FALSE OR MISLEADING INFORMATION TO THE BEST OF HER/HIS KNOWLEDGE ON AN APPLICATION FOR AN INSURANCE POLICY IS SUBJECT TO CRIMINAL AND CIVIL PENALTIES.

ATTENTION OKLAHOMA APPLICANTS: WARNING, ANY PERSON WHO KNOWINGLY, AND WITH INTENT TO INJURE, DEFRAUD OR DECEIVE ANY INSURER, MAKES ANY CLAIM FOR THE PROCEEDS OF AN INSURANCE POLICY CONTAINING ANY FALSE, INCOMPLETE OR MISLEADING INFORMATION IS GUILTY OF A FELONY.

ATTENTION OREGON APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD OR SOLICIT ANOTHER TO DEFRAUD AN INSURER: (1) BY SUBMITTING AN APPLICATION OR; (2) FILING A CLAIM CONTAINING A FALSE STATEMENT AS TO ANY MATERIAL FACT MAY BE VIOLATING STATE LAW.

THE UNDERSIGNED AUTHORIZED OFFICER OF THE APPLICANT DECLARES AND ACKNOWLEDGES THAT:

- THE POLICY CONTAINS A DEFENSE WITHIN LIMITS PROVISION WHICH MEANS THAT DEFENSE COSTS WILL REDUCE THE LIMIT OF LIABILITY AND MAY EXHAUST IT COMPLETELY AND SHOULD THAT OCCUR, THE INSURED SHALL BE LIABLE FOR ANY FURTHER LOSS, INCLUDING DEFENSE COSTS. IN ADDITION, DEFENSE COSTS ARE APPLIED AGAINST THE RETENTION.

- THE STATEMENTS SET FORTH HEREIN ARE TRUE AND COMPLETE¹. THE UNDERSIGNED AUTHORIZED OFFICER AGREES THAT IF THE INFORMATION SUPPLIED ON THIS APPLICATION CHANGES BETWEEN THE DATE OF THIS APPLICATION AND THE EFFECTIVE DATE OF THE INSURANCE, THE UNDERSIGNED WILL, IN ORDER FOR THE INFORMATION TO BE TRUE AND COMPLETE ON THE EFFECTIVE DATE OF THE INSURANCE, IMMEDIATELY NOTIFY THE INSURER OF SUCH CHANGES AND THE INSURER MAY WITHDRAW OR MODIFY ANY OUTSTANDING QUOTATIONS, AUTHORIZATIONS OR AGREEMENTS TO BIND THE INSURANCE². THE "EFFECTIVE DATE" IS THE DATE THE COVERAGE IS BOUND OR THE FIRST DAY OF THE POLICY PERIOD, WHICHEVER IS LATER. SIGNING OF THIS APPLICATION DOES NOT BIND THE APPLICANT OR THE INSURER TO COMPLETE THE INSURANCE, BUT IT IS AGREED THAT THIS APPLICATION SHALL BE THE BASIS OF THE CONTRACT SHOULD A POLICY BE ISSUED AND IT WILL BE DEEMED ATTACHED TO AND BECOME A PART OF THE POLICY³. ALL WRITTEN

STATEMENTS AND MATERIALS FURNISHED TO THE INSURER IN CONJUNCTION WITH THIS APPLICATION ARE HEREBY INCORPORATED BY REFERENCE INTO THIS APPLICATION AND MADE A PART HEREOF.

1 - In New Hampshire the truth and completeness shall be to the best of her/his knowledge.

2 - In Maine this sentence ends at the word "quotations."

3 - The application shall actually attach in the following states: North Carolina

THIS APPLICATION MUST BE SIGNED BY THE APPLICANT'S CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, OWNER, CONTROLLER, PRESIDENT OR BOARD CHAIRMAN.

ATTENTION NEW YORK APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME, AND SHALL ALSO BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION.

PRINT NAME: David Aiauda
SIGNATURE: [Handwritten Signature]
TITLE: Acting G.M. Consultant DATE: 5-20-21

PLEASE SUBMIT THIS PROPOSAL AND APPROPRIATE MATERIALS TO:
(Enter the address and phone number of the local The Hartford office.)



East Kern Health Care District <eastkernhealthcaredistrict@gmail.com>

FW: Directors and Officers Coverage

1 message

David <daranda300@gmail.com>
To: eastkernhealthcaredistrict@gmail.com

Thu, May 20, 2021 at 4:05 PM

Hi Linda: Steffeni is who you would send those documents to that I filled out. Let her know that it is coming from me for EKHCD. Thank you. David.

From: Steffeni Moreno [mailto:sm@iwvins.com]
Sent: Wednesday, May 12, 2021 10:08 AM
To: DAranda300@gmail.com
Subject: Re: Directors and Officers Coverage

Hello David,

I just heard back from Nationwide and they advised that they are declining to write the Directors and Officers coverage at this time. I might have another market that will accept it but I would have to run it past their underwriting team first.

I am going to speak with Underwriting at Nationwide, I have the current business operations for East Kern Healthcare as primarily property management for the properties owned by the District and leased to medical facilities with all maintenance contracted out. If this is still the case, it's possible Nationwide might reconsider the declination.

Sincerely,

Steffeni Moreno SBCS
Commercial Account Manager

IWV Insurance Agency
A Member of United Valley Insurance Services
p.760.446.3544 - f. 760.446.6999
www.iwvins.com

103

SUBJECT: Discussion and direction in regard to the contract with Shawn Sprague.

SUBMITTED BY: David Aranda, BHI Consultant

REQUESTED BY: Director, Richard Macedonio

MEETING DATE: June 1, 2021

BACKGROUND: Attached is an agreement prior boards entered into with Mr. Sprague. The concept and understanding was to pay Mr. Sprague \$350.00 for up to ten hours per month to oversee the needs of the buildings on N. Loop and Bay Street.

Over the past number of years it appears that Mr. Sprague was involved in taking care of various issues with the District owned facilities including overseeing some major construction work involving the District parking lots.

I met with Mr. Sprague about one month ago and he walked me around the N. Loop property. (He did not have time to walk with me at the Bay Street Property). He pointed out various items he considered that needed to be addressed, i.e. construction of sidewalks, painting, electrical work, etc.

Director R. Macedonio has expressed concerns about the agreement with Mr. Sprague and I will let Director R. Macedonio express those concerns.

I have already expressed one concern to Mr. Sprague and that was the fact that over some months the District as paying Mr. Sprague the monthly fee without any invoice or back up. After explaining to Mr. Srague that concern, the District did receive an "invoice" from Mr. Sprague, but there was not detail in regard to the work that was done for the month of April.

RECOMMENDATION:

The Board should review the agreement the District has in place with Mr. Sprague, and then determine what would work best for property management of the District facilities.

CONSULTANT AGREEMENT

As of February 2, 2021, East Kern Health Care District, hereinafter called "Agency," and Shawn Sprague, hereinafter called "Consultant," agree as follows:

1. Purpose, Services, and Limitations.

(a) Pursuant to this agreement, Consultant shall, in good workmanlike and professional manner and with consultation from Agency, utilize Consultant's expertise and knowledge to aid the Agency's efforts to maintain safe and quality facilities. Consultant shall routinely inspect Agency's facilities and properties for the purpose of identifying safety and maintenance concerns. Consultant shall make recommendations for resolving issues, and be available to facilitate maintenance repairs/projects. Consultant's specific duties include, but are not necessarily limited to:

- Being on call as Agency's point of contact for facilities issues;
- Working closely with Agency on facilities issues;
- Reviewing and identifying safety hazards and other facilities issues;
- Attending Agency's board meetings and reporting on observations;
- Identifying scope of work needed and making recommendations for repairs;
- Soliciting bids as needed for maintenance and repairs; and
- Being the point of contact for new tenants as it relates to facilities concerns and providing move-in assistance.

2. Consideration.

(a) In sole consideration for Consultant's work for Agency, as described within this Agreement, Agency shall pay Consultant a monthly rate of \$350.00 for up to 10 hours of work per month. Any time in excess of 10 hours per month will be charged at \$35.00 per hour.

(b) Consultant shall complete and submit invoices showing date(s) of work, description of work performed, amount of invoice, and supporting documentation on a monthly basis. Agency shall be afforded a minimum of thirty (30) days to pay each of the above-referenced invoices.

3. Term.

This Agreement shall commence on the date above written and expire automatically one year after the date of commencement, unless otherwise terminated by either party. Notwithstanding the foregoing, either party may terminate this agreement, with or without cause, on thirty (30) days' written notice.

4. Ownership of Data, Reports, and Documents.

The Consultant shall deliver to Agency on demand or termination of this Agreement data, notes, reports, studies, and other materials and documents pertaining

to Consultant's work for Agency, which shall be the property of the Agency. If the Agency uses any of the data, notes, reports, studies, and other materials and documents furnished or prepared by the Consultant for projects other than the project described in paragraph 1 above, the Consultant shall be released from responsibility to third parties concerning the use of the data, notes, reports, studies, and other materials and documents. The Consultant may retain copies of the materials. The Agency may use or reuse the materials prepared by Consultant without additional compensation to Consultant.

5. Subcontracts.

The Consultant shall not subcontract or assign responsibility for performance of any portion of this Agreement without the prior written consent of the Agency. Except as otherwise specifically approved by Agency, Consultant shall include appropriate provisions of this Agreement in subcontracts so rights conferred to Agency by this Agreement shall not be affected or diminished by subcontract. There shall be no contractual relationship intended, implied, or created between Agency and any subcontractor with respect to services under this Agreement.

6. Independent Contractor.

The Consultant is an independent contractor, and not an employee of Agency.

7. Indemnification.

Consultant shall defend, indemnify, and hold harmless Agency, its officers, employees and agents, from and against loss, injury, liability, or damages arising from any act or omission to act, including any negligent act or omission to act by Consultant or Consultant's officers, employees, or agents. Consultant's duty to indemnify and defend does not extend to the damages or liability caused by the Agency's sole negligence, active negligence, or willful misconduct.

8. Miscellaneous.

(a) Neither party hereto shall assign, sublet, or transfer interests hereunder without first obtaining written consent from the other party.

(b) The waiver by either party of any breach of this agreement shall not bar the other party from enforcing any subsequent breach thereof.

(c) Notices shall be deemed received when deposited in the U.S. Mail with postage prepaid and registered or certified addressed as follows unless advising in writing to the contrary:

Agency:
East Kern Health Care District
ATTN: General Manager
P.O. Box 2546
California City, CA 93505

Consultant:
Shawn Sprague
21282 Jeffery Rd.
Tehachapi, CA 93561

(d) If an action at law or in equity is brought to enforce this Agreement, the prevailing party shall be entitled to reasonable attorney fees and costs.

9. Integration.

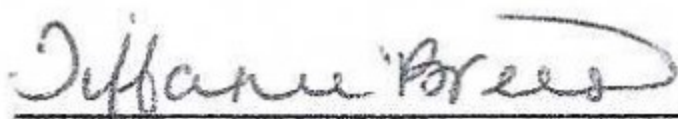
This Agreement represents the entire understanding of Agency and Consultant as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing, signed by both parties.

10. Governing Law.

This Agreement shall be interpreted and construed under, and the rights of the parties will be governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties hereby have caused this Agreement to be executed the date first above written.

APPROVED:
East Kern Health Care District



General Manager for Agency
Tiffanie Breen

APPROVED:
Shawn Sprague



Consultant

APPROVED AS TO FORM:

By: _____

Alex Lemieux, District Counsel

SUBJECT: Discussion and direction regarding the contract with Sharper Landscaping.

SUBMITTED BY: David Aranda, BHI Consultant

REQUESTED BY: Director R. Macedonio

MEETING DATE: June 1, 2021

BACKGROUND: Attached is the agreement with Sharper Landscaping. You will note that initially the landscaping company provided landscaping service at the N. Loop property only. The previous General Manager was very concerned about the looks and safety surrounding the Bay Street building and so Sharper Landscaping added to the scope of their work in providing landscaping and clean up around the Bay Street building.

Director R. Macedonio will express his concerns verbally.

I will express my thoughts in this ASI. Overall it appears to me that Sharper Landscaping is fulfilling their job in caring for the N. Loop building grounds and in caring for the area around the District's Bay St. Building.

I had a conversation with the owner/manager for Sharper Landscaping and he seems very willing to listen to our concerns and needs.

As your consultant and based on my observations, I would recommend that we terminate the work at the Bay Street building (based on what might be determined on the lighting and landscape District assessment the District will either receive some service from Cal City or the District will need to have work done around the Bay Street building from time to time) and continue using Sharper Landscaping to perform the work at the N. Loop buildings. If there are concerns about work not being done or done correctly at the N. Loop buildings, a meeting would be appropriate to address those with Sharper Landscaping.

RECOMMENDATION:

After listening to Director R. Macedonio, and a board discussion, I will wait for the board direction on this subject.

Purchase Order for Services: Terms and Conditions

1. **Acceptance.** By accepting this Purchase Order (PO), Sharper Landscaping Services, Inc. (the "Contractor") agrees to comply with these terms and conditions. Contractor shall sell and deliver, and East Kern Health Care District (the "District") shall purchase the services described ("Services") on this PO. The Services must comply with this PO and the notice inviting bids and information to bidders, (if any).
2. **Scope of Work.** Contractor will perform for District all of the services set forth in detail in attached "Proposal" (Proposal Number 1790, dated 6/12/2020) or set forth on the face of this PO. Contractor understands that time is of the essence in this Agreement and agrees to meet all milestones set forth herein.
3. **Compliance with Law.** Contractor agrees to comply with all federal, state, county, and local laws, ordinances, and regulations applicable to the work to be done under this PO.
4. **Licenses.** Contractor represents and declares to District that it has all licenses, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession.
5. **Independent Contractor.** At all times during the term of this Agreement, Contractor shall be an independent contractor and shall not be an employee of the District.
6. **Governing Law.** This Agreement shall be construed in accordance with and governed by the laws of the State of California.
7. **Assignment.** Contractor shall not assign or transfer its interest nor delegate its obligation in this contract without the express written consent of District.
8. **Maintenance of Records.** Contractor shall maintain all books, documents, papers, employee time sheets, accounting records, and other evidence pertaining to fees and costs incurred for each assignment and shall make such materials available at its office at all reasonable times for three (3) years from the date of the close of each individual assignment under this Agreement for inspection by District and copies thereof shall be furnished, if requested.
9. **Changes.** District reserves the right to modify this PO upon reasonable notice to Contractor. District, by written order, may delete services to be supplied under this PO, and the PO price will be equitably reduced and the PO shall be modified in writing accordingly.
10. **Inspection and Testing.** All services will be subject to final inspection and approval after performance. Payment for the service will not constitute final acceptance of the work. Contractor at its cost shall correct any service delivered that District designates as nonconforming or insufficient. District's failure to inspect does not relieve Contractor of any responsibility to perform according to the terms of the PO.
11. **Payment.** Payment will be made within 30 days after receipt of a properly prepared invoice or receipt of services, whichever is later. District may withhold 10% of the price until the Services are inspected. District shall pay all applicable sales and use taxes. The District is not responsible for payment for any Services delivered without a valid PO in effect.
12. **Termination.** District may terminate this PO at any time, with or without cause, and such termination shall not constitute default. In the event of partial termination, Contractor is not excused from performance of the non-terminated balance of work under this PO. The District shall pay the Contractor for any portion of the order that is completed prior to termination.
13. **Integration.** This PO constitutes the sole, final, complete, exclusive, and integrated expression and statement of the terms of this contract among the parties concerning the subject matter addressed herein, and supersedes all prior and contemporaneous negotiations, representations, and agreements, either oral or written, that may be related to the subject matter of this PO, except those other documents that are expressly referenced in this PO.
14. **Indemnification.** Contractor shall be responsible for all damage to property, injury to persons, and loss, expense, inconvenience, and delay which may be caused by, or result from, the conduct of work under this PO, or from any act, omission, or neglect of Contractor, its subcontractors, or employees. Contractor shall hold harmless, defend at its own expense, and indemnify District, its officers, employees, and agents against any and all liability, claims, losses, damages, or expenses, including reasonable attorneys' fees, arising from all acts or omissions to act of Contractor or its officers, agents, or employees in rendering services under this PO, excluding, however, such liability, claims, losses, damages, or expenses arising solely from District's active negligence or willful acts. This Indemnity Section of the PO shall survive the termination of this PO and/or the completion of the terms set forth in the PO.
15. **Severability.** If any provision of this PO shall be deemed to be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.
16. **Waiver.** The waiver at any time by any party of its rights with respect to a default or other matter arising in connection with this PO shall not be deemed a waiver with respect to any subsequent default or matter. No payment by District to Contractor shall be considered or construed to be an approval or acceptance of any defective, incomplete, or insufficient services or any other breach or default.
17. **Attorneys' Fees.** In any action or proceeding for the purpose of enforcing any provision of this PO, the prevailing party shall be entitled to an award of reasonable attorneys' fees and costs.
18. **Insurance.** Any contractor performing a service on District property or a District job site is required to have insurance. The District's minimum standard insurance requirements are as follows: General Liability with \$1 million per occurrence and \$2 million aggregate, Insured Autos \$1 million, and Worker's Compensation CA State Statutory Requirements. Additional insurance may be required. If so, it will be stated on front of PO or other related contract documents. Insurance certificates and endorsements specifically naming East Kern Health Care District, its officers, employees, and agents as additional insured are required before any work is performed.
19. **Modifications.** Any modifications or exceptions to these Terms and Conditions will be stated on the front of the PO.



Sharper Landscaping Services, Inc.
9136 California City Bl.
California City, CA 93505 US
(760)373-0016
admin@sharperlandscaping.com
www.sharperlandscaping.com

INVOICE

BILL TO

Denise Schofield
East Kern Heath Care District
P.O. Box 2546
California City, CA 93504

INVOICE # 5739

DATE 04/01/2021

DUE DATE 04/16/2021

TERMS Net 15

DATE	DESCRIPTION	QTY	RATE	AMOUNT
04/01/2021	April 2021 service.			540.00
04/01/2021	Mowing, string trimming, edging, weed and litter control, including all trash receptacles, dumpster enclosures performed weekly, hedge trimming as needed, any illegal dumping will be a separate charge if authorized. Tree trimming is not included.			

Thank you for your business; we truly appreciate it!

BALANCE DUE

\$540.00



pawl

Sharper Landscaping Services, Inc.
P.O. Box 2334
California City, CA 93505
(760)373-0016
admin@sharperlandscaping.com
www.sharperlandscaping.com

Received
1/2/18 TB

INVOICE

BILL TO

Denise Schofield
East Kern Heath Care District
P.O. Box 2546
California City, CA 93504

PAID
1/2/18 TB

INVOICE # 4387
DATE 01/01/2018
DUE DATE 01/16/2018
TERMS Net 15

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/02/2018	Landscape Maintenance Services for the month of January 2018.			320.00

Thank you for your business; we truly appreciate it! **BALANCE DUE \$320.00**

EAST KERN HEALTH CARE DISTRICT • California City, CA 93505
01/02/2018

Sharper Landscaping Services, Inc

Date	Type	Reference	Original Amount	Balance Due	3124
01/02/2018	Bill		320.00	320.00	
		Check Amount			Payment
					320.00
					320.00

SUBJECT: Discussion and direction in regard to tree removal and tree trimming along with installation of a 24" box tree at a cost not to exceed \$7,000.00.

SUBMITTED BY: David Aranda, BHI Consultant

MEETING DATE: June 1, 2021

BACKGROUND: This project was part of the overall landscaping improvement capital project that was initiated a number of months ago but never followed through on and the current board approved suspending the overall work for now.

Director Richard Macedonio and I met with Tip Top Arborists and discussed the four mulberry trees in front of two of the buildings on N. Loop. It was a good discussion and Thomas Baal of Tip Top recommended that two trees next to Adventist Health be removed due to their poor health and two trees in front of Westpoint Therapy be pruned properly. Along with Adventist Health building in conjunction with some sort of shade overhang off the building.

Attached is the quote from Tip Top. Tom's recommendation, due to us entering the heat of summer was to wait on the pruning until late fall to give those two trees a better chance of surviving the pruning.

RECOMMENDATION:

Approve Tip Top Arborists to remove the two mulberry trees in front of Adventist Health right away and approve the pruning and planting of new tree in October 2021. The OVERALL cost is not to exceed \$7,000.00



PO Box 2107
 Lancaster CA 93539
 Ph 877-942-8733
 www.tiptoparborists.com

Job Name: Aranda 20210510

Customer #: 828604

Customer:




David Aranda
 9350 N Loop Blvd
 California City, CA 93505

Proposed By: Thomas Baal

Work Site: 9350 N Loop Blvd
 California City, CA 93505

Mobile: 661-300-1231

All pruning is done in accordance to ANSI A300 Standards.

Item	Plant	Description	Qty	Cost
1	Mulberry	<p>Crown Reduction (Heavy)</p> <p>Two (2) mulberry are in front of the West Pointe office. Reduce crowns, raise lower frame to clear both street and structure.</p> <p>A proposed sidewalk will be poured between the curb and tree to match the west approach. It is recommended that this work be performed in Fall/Winter to reduce stress to the tree from loss of root system.</p> <p>Street in front of trees will need to be clear of vehicles.</p>	2	\$2,700.00
				
2	Mulberry	<p>Complete Removal</p> <p>Two (2) mulberry are in front of the complex, east end, and in the lawn.</p> <p>Remove trees, grinding stumps. At the same time, the crew will remove two (2) arborvitae along the entrance.</p> <p>DigAlert will be contacted to locate and mark underground utilities.</p> <p>Tip Top Arborists will not be responsible for damage to/repair of lawn irrigation that may be damaged during removal.</p> <p>Street in front of trees, along with limited parking next to the office, will need to be clear of vehicles.</p>	2	\$3,300.00
				
3	Tree	<p>New tree installation - 24" Box</p> <p>Install tree per industry specifications, price includes tree, all necessary stakes and ties, and labor costs.</p> <p>90 day warranty on stock, labor not included.</p> <p>Install one (1) boxed tree (species to be determined at later date) in lawn, east end, where two (2) mulberry are to be removed.</p>	1	\$875.00
				

SUBJECT: Discussion and approval of an addendum to Article 5 Compensation, Benefits and Expenses from the East Kern Health Care District's Administrative Code in regard to Director Compensation.

SUBMITTED BY: David Aranda, BHI Consultant

MEETING DATE: June 1, 2021

BACKGROUND: There are two issues that the District needs to address. First, the Board approved the Directors to receive their meeting stipend of \$100 per meeting in the form of payroll. It was determined that payroll should be done by an outside agency, not Linda Cook. What was not determined is the process in which directors are compensated so that it is accurately recorded month to month.

The attached addendum addresses that need.

The second item is the fact that if Director's are attending more than five meetings per month, there are some special provisions that must be in place in order to be compensated.

RECOMMENDATION:

Discuss the proposed addendum and take Board action to address the two issues so that the District can move forward in a legal manner.

ADDEMDUM TO ARTICLE 5

COMPENSATION, BENEFITS AND EXPENSES FROM THE EAST KERN HEALTH CARE DISTRICT ADMINISTRATIVE CODE ADOPTED OCTOBER 1, 2019

In conjunction with the policy stating that Directors shall be paid \$100.00 for each day's Attendance at meetings of the Board, the following changes and additions will take effect on June 1, 2021.

1. Due to IRS rules and specific instructions from the State of California, the \$100.00 per meeting compensation shall be in the form of payroll with the proper taxes to be taken out.
2. All directors expecting compensation must fill out the appropriate tax information in order to be compensated.
3. All directors shall fill out the form provided no later than the third Friday of each month for compensation to be processed.
4. Requests for compensation that is more than 90 days passed will not be eligible for processing and pay.
5. Compensation for "meetings" per month shall not exceed 5 per month. This replaces the current six mentioned in the policy, and is being changed because of the Health District Government Code.



Meeting/Training Tracking Form

Directors Name Home Address City, State Zipcode	<input style="width: 100%; height: 15px;" type="text"/> <input style="width: 100%; height: 15px;" type="text"/> <input style="width: 100%; height: 15px;" type="text"/>	Rate Per Meeting/Training Total # of meetings/training attended Total Payment Requested	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr style="background-color: #fce4ec;"> <td style="text-align: center;">\$100,000</td> </tr> <tr> <td style="height: 15px;"> </td> </tr> <tr> <td style="height: 15px;"> </td> </tr> </table>	\$100,000		
\$100,000						
<i>Note: Directors are only paid for one meeting per day</i>						
Date of Meeting/Training	Location or Type of Meeting/Training	Description/Notes/Comments	Paid	Check #		
Director's (signature):		Date:				

- taken by the Board. If any member of the Board arrives late or departs before the adjournment, the minutes shall reflect his or her arrival or departure time. Whenever the Board acts in a quasi-judicial proceeding, the minutes shall include a complete summary of the witnesses.
- (b) Preparation. Minutes shall be prepared by the Secretary or General Manager and presented to the Board for approval. The Board may then, by motion, make such corrections as conform to fact and formally adopt the minutes. Members of the Board are not required to have attended the meeting that is the subject of the minutes as a condition to vote on approval.

Article 5. Compensation, Benefits and Expenses

2-1.501 COMPENSATION

- (a) Directors shall be paid \$100.00 for each day's attendance at meetings of the Board or for each day's service rendered as a Director by request of the Board not to exceed six in any calendar month. A Director shall not be compensated for more than one per diem per day even if more than one meeting is attended in one day.
- (b) At least annually, the board shall determine the meetings for which directors shall be compensated. Directors shall be compensated only for meetings approved by the board.

2-1.502 EXPENSES

- (a) If previously approved by the Board, a Director shall receive actually, reasonable and necessary reimbursement for travel, meals, lodging, registration and similar expenses incurred on District business. The rate for reimbursement shall not exceed the rate published by the IRS for deduction from taxes. However, if the expenses are incurred in connection with a trade conference, the reimbursement rates shall not exceed the posted rates for the conference and if the posted rates are not available, the reimbursement rate shall be comparable to the posted rates.
- (b) Directors shall be authorized in advance to incur expenses for District purposes and shall submit a written request for reimbursement.
- (c) During August of each year, the General Manager shall prepare a list of amounts paid during the prior fiscal year to reimburse a director or employee for individual expenses of \$100.00 or more. To determine the value of an item, the total charges for the item for the day shall be considered. For example, several transportation bills, each less than \$100.00, but totaling more than \$100.00, requires a report. During August of each year, the list shall be reviewed by each person receiving expense reimbursement. The General Manager shall consider suggested corrections and post the final list on the District's website and put on September agenda.

32100.7. Notwithstanding Section 32100.01, the Board of Directors of Valley Health System, a local hospital district, may adopt a resolution to increase the number of members of its board of directors from five to seven without the necessity of a petition or approval thereof by voters residing within the district. The resolution shall become effective on the date and subject to any conditions specified in the resolution. The additional vacancies created by the expansion shall be filled by election. Notwithstanding Section 32100.02, if Valley Health System has duly adopted election of directors by zones pursuant to Section 32100.1, the additional vacancies created by expansion shall likewise be filled by election by zones. Notwithstanding Section 32100.1, the initial election to fill the additional vacancies may be at any one of the regular election dates provided for in Section 2500 of the Elections Code and the resolution shall designate the election date. The director elected at the election but receiving the lesser number of votes shall hold office until a successor elected at the next following general election takes office pursuant to Section 23556 of the Elections Code, and the director elected at the election receiving the greater number of votes shall hold office until a successor elected at the general election two years thereafter takes office. After the expiration of the initial terms as provided in the previous sentence, the terms of directors elected to fill each of the additional vacancies shall be as provided in Section 32100.

(Added by Stats. 1994, Ch. 201, Sec. 1, Effective July 18, 1994. Conditionally operative as prescribed by Sec. 2 of Ch. 201. Note: Operational condition relates to execution of certificate of completion for Riverside County LAFCO Case #94-16.)

32100.8. (a) The following definitions shall apply for purposes of this section:

- (1) "Board of supervisors" means the Board of Supervisors of the County of Contra Costa.
- (2) "County" means the County of Contra Costa.
- (3) "District" means the West Contra Costa Healthcare District.
- (4) "District board" means the board of directors of the West Contra Costa Healthcare District.

(b) Notwithstanding any other law, the district board shall be dissolved, effective January 1, 2019, and any remaining members removed from office. Thereafter, the board of supervisors shall either elect to serve as the district board, or may appoint a district board as provided in subdivision (c).

(c) (1) If the board of supervisors elects not to serve as the district board pursuant to subdivision (b), it shall appoint a district board consisting of five members, all of whom shall reside in the district. The members appointed by the board may include, but need not be limited to, at least one of each of the following:

- (A) A county supervisor.
- (B) A city council member of any city located within district boundaries.

(2) The term of a district board member appointed under this subdivision shall be for four years, or until his or her successor qualifies and takes office.

(3) The board of supervisors shall determine whether members of the district board shall serve at the pleasure of the board of supervisors, or for staggered four-year terms, subject to removal for cause. Vacancies shall be filled by appointment of the board of supervisors.

(Added by Stats. 2018, Ch. 133, Sec. 2. (SB 522) Effective January 1, 2019.)

32101. All registered voters residing within the territory comprising a district organized under this division are qualified electors.

(Added by Stats. 1945, Ch. 932.)

32103. (a) The board of directors shall serve without compensation except that the board of directors, by a resolution adopted by a majority vote of the members of the board, may authorize the payment of not to exceed one hundred dollars (\$100) per meeting not to exceed six meetings a calendar month as compensation to each member of the board of directors. Commencing January 1, 2019, if the district compensates its members for more than five meetings in a calendar month, the board of directors shall annually adopt a written policy describing, based on a finding supported by substantial evidence, why more than five meetings per month are necessary for the effective operation of the district.

(b) The board of directors, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the amount of compensation received for attending meetings of the board by no more than 5 percent annually.

(c) Each member of the board of directors shall be allowed his or her actual necessary traveling and incidental expenses incurred in the performance of official business of the district as approved by the board. For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code. Reimbursement for these expenses is subject to Sections 53232.2 and 53232.3 of the Government Code.

(Amended by Stats. 2018, Ch. 170, Sec. 3 (AB 2329) Effective January 1, 2019.)

SUBJECT: Discussion and approval for the 2022 fiscal year budget which will include a discussion about capital expenses for fiscal year 2022 and the Cancer Fund line item for fiscal year 2022.

SUBMITTED BY: David Aranda, BHI Consultant

MEETING DATE: June 1, 2021

BACKGROUND: I have attached a draft budget for fiscal year 2022 and alongside those numbers are the year to date numbers for corresponding line items in the current fiscal year.

The budget also now show capital expenses based on the Adventist Health project and the tree work. I added another \$10,000 thinking we are probably going to do some additional work on the buildings or outside the buildings. So the total I budgeted is \$35,000. Comments are welcomed.

The other area that we need to discuss in relation to the budget is the "Cancer Fund". I will be discussing this with the board verbally.

RECOMMENDATION:

Discussion and then approval for a 2022 fiscal year budget.

EAST KERN HEALTH CARE DISTRICT

Budget vs Actual

	ACTUAL 2020/2021	BUDGET
	Actual Amounts Thru 5/21/21	Budget Amounts
Revenue:		
		Annual
4010 Property Tax Revenues	\$181,332.16	\$200,000.00
4030 Lease Income	\$54,050.79	\$70,000.00
Other Misc Income	\$4,952.03	\$10,000.00
Total Revenue:	\$240,334.98	\$280,000.00
Expenses:		
		Annual
Payroll Expenses:		
6560 Payroll Expense/Taxes	\$9,022.09	
6284 Professional Fees: District Secretary	\$15,941.79	
6286 Professional Fees:Consulting-BHI	\$7,957.65	\$18,000.00
6289 Prof Fees:Consulting-Linda Cook	\$3,940.00	\$20,000.00
6282 Prof Fees:Consult-Shawn Sprague	\$3,850.00	\$4,200.00
6283 Prof Fees:Prof Services Accounting	\$5,250.00	\$1,500.00
6285 Audit Expense		\$11,000.00
6155 Directors Fees	\$11,000.00	\$18,000.00
	\$56,961.53	\$72,700.00
6160 Dues and Subscriptions	\$216.00	\$1,000.00
6280 Professional Fees:Legal Fees	\$10,584.00	\$11,000.00
6170 Groundskeeper	\$6,000.00	
6190 Insurance:Work Comp	\$7,563.46	\$5,000.00
6180 Insurance (Prop/Liab)	"	\$10,000.00
6350 Conference and Travel	\$1,925.28	\$5,000.00
6300 Repairs & Maintenance Bay Ave	\$4,009.59	\$2,000.00
6310 R & M- North Loop Bldg	\$9,093.54	\$5,000.00
Utilities:		
6400 Utilities: Gas Bay Ave	\$12,122.73	\$3,000.00
6400 Utilities: Electric Bay Ave	"	\$6,000.00
6410 Utilities:Water Bay Ave	\$9,899.64	\$8,000.00
6340 Utilities:Telephone	\$2,883.10	\$2,100.00
6420 Utilities:Trash	\$5,664.32	\$6,500.00
6243 Modular Unit Rental	\$2,555.92	\$8,400.00
6330 R & M Alarm Monitoring-Bay Ave	\$3,498.37	\$1,500.00
6550 Office Expenses:Office Supplies	\$4,650.71	\$3,000.00
	\$80,666.66	\$77,500.00
Total Expenses:	\$137,628.19	\$150,200.00
Net Profit	\$102,706.79	\$129,800.00
Capital Expense Items:	\$35,094.94	\$35,000.00