

LAKE FORK HEALTH SERVICE DISTRICT
BOARD OF DIRECTORS MONTHLY MEETING AGENDA

MISSION STATEMENT

The mission of the Lake Fork Health Service District is to enhance the quality of life in our community by compassionately promoting wellness and providing quality health services.

Thursday, August 27, 2020 – Moseley Health Care Complex, Zeller Wellness Center

I. CALL TO ORDER- Approximately 8:30AM

II. ROLL CALL

III. WORKSHOP

- A. Meet new acupuncturist/nutrition consultant- Kim Brown
- B. 2019 Financial Audit Review- David Green
- C. Executive Director Report-
 - 1. Financial (Michael M., Lynn, Dr. Carr, Jessica)-
 - 2. Business Development (Mike A., Michael M.)-
 - 3. Community Relations (Julie, Jerry)- Blood Drive, Monday, August 31. Health Fair, Monday November 16.
 - 4. Personnel (Dr. Carr, Jessica, Lynn, Jerry)- Medical Director update. Dental Director CV update.
- D. Board Members Report-
- E. Medical Director Report- Mental Health Hub
- F. Dental Director Report-
- G. Strategic Planning Updates-
- H. Any other items-

IV. MEETING AGENDA ITEMS

- A. Consider any updates to the meeting agenda.
- B. Consider approval of minutes from prior board meetings- 07/23/2020 and 08/06/2020.
- C. Consider approval of 2019 financial audit.

V. CITIZEN COMMENTS FROM THE FLOOR

VI. EXECUTIVE SESSION per 24-6-402(4)(f), C.R.S, pertaining to personnel matters regarding Dr. Gina Carr and particulars of succession planning.

VII. ADJOURN

Times stated are approximate and the agenda may be modified as necessary at the discretion of the Board.

Green & Associates LLC

Certified Public Accountants & Business Consultants

August 7, 2020

Board of Directors
Lake Fork Health Service District

We have audited the financial statements of Lake Fork Health Service District for the year ended December 31, 2019 and have issued our report thereon dated August 7, 2020. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility under Generally Accepted Auditing Standards

As stated in our engagement letter, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatements and are fairly presented in accordance with generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute, assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements, illegal acts, or noncompliance may exist and not be detected by us including fraud and defalcations.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. As part of our audit, we considered the internal control structure of the District as a basis for designing our auditing procedures not for the purpose of providing any assurance concerning the effectiveness of the internal controls. Our consideration of internal control was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. Accordingly, we do not express an opinion on the effectiveness of the District's internal controls. We did not note any items we considered to be significant deficiencies or material weaknesses in internal control.

Significant Audit Adjustments

For purposes of this letter, professional standards define a significant audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. These adjustments may include those proposed by us but not recorded by the District that could potentially cause future financial statements to be materially misstated even though we have concluded that such adjustments are not material to the current financial statements. Attached are all proposed audit adjustments.

Significant Accounting Policies

Management has the responsibility for selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Lake Fork Health Service District are outlined in Note 1 to the financial statements.

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We noted no transactions entered into by the District during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based upon management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We evaluated the key factors and assumptions used to develop the significant estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Issues Discussed Prior to Retention of Independent Auditors

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Difficulties Encountered When Performing the Audit

During the audit we encountered difficulties obtaining information from the District's contract accountant Value Enhancement Group, Inc. Many requests were not returned and the requests that were answered contained incomplete information and were significantly delayed. This caused delays in the audit process and required changes to the process.

It should be noted that the employees of the District were of great assistance in the process and provided their information timely, thoroughly, and were able to provide the information that was not received from the accountant.

Independence

We are also required to disclose to you in writing, at least annually, all relationships between our firm and Lake Fork Health Service District that in our professional judgment may reasonably be thought to bear on independence. We are not aware of any such relationships and therefore confirm to you that we are independent with respect to Lake Fork Health Service District.

This information is intended solely for the use of the Board of Directors and management of Lake Fork Health Service District and should not be used for any other purpose.

Sincerely,

A handwritten signature in cursive script that reads "Green & Associates LLC".

Green & Associates, LLC

**LAKE FORK HEALTH SERVICE DISTRICT
Lake City, CO**

**FINANCIAL STATEMENTS
December 31, 2019 and 2018**

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Green & Associates LLC

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INDEPENDENT AUDITOR'S REPORT

Board of Directors
Lake Fork Health Service District

We have audited the accompanying financial statements of the business-type activities of Lake Fork Health Service District as of and for the year ended December 31, 2019 and 2018, which collectively comprise the District's basic financial statements as listed in the table of contents and the notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the Lake Fork Health Service District as of December 31, 2019 and 2018, and the respective changes in financial position and, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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Other-Matters

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 6 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Lake Fork Health Service District's financial statements as a whole. The Budgetary Comparison Schedule on page 17 is presented for purposes of additional analysis and is not a required part of the financial statements. The Budgetary Comparison Schedule is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

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August 7, 2020
Longmont, CO

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Management's Discussion and Analysis

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Lake Fork Health Service District

Management's Discussion and Analysis

Introduction:

The Lake Fork Health Service District's management discussion and analysis is intended to provide you, the reader and user of our financial statements, with (a) an understanding of the financial issues of the District; (b) an overview of the District's financial activities; (c) an explanation of the changes in the District's financial position; (d) an explanatory analysis of the variations of the annual, approved budget; and, (e) an assessment of any future financial or operating issues of the District.

Because this discussion and analysis is intended to focus on the 2019 activities, resulting changes, and currently known facts and conditions, it should be read in conjunction with, and with reference to, the accompanying audited financial statements and related notes to the financial statements beginning on page 7.

Overview of the Financial Statements of the District:

The audited financial statements of the District are:

- Statements of Net Position
- Statements of Revenues, Expenses, and Changes in Net Position
- Statements of Cash Flows
- Notes to Financial Statements

These statements are on pages 7 through 16. These and the Other Supplementary Information, Budgetary Comparison Schedule of Revenues and Expenditures on page 17 provide information about the District's financial position as of each December 31, its results of operations and the resulting cash flows for each year ended December 31, and information comparing actual revenues and expenditures with budgeted revenues and expenditures for the year. Except for the budgetary comparison schedule, these are presented with current year and prior year comparison.

The **Statement of Net Position** provides information about what is owned (assets) by the District, what is owed (liabilities) by the District, and what is the District's equity in assets (net position). Over time, the comparison of changes in net position may provide a useful method of evaluating whether the financial position of the District is improving, deteriorating, or maintaining the status quo.

The **Statement of Revenues, Expenses, and Changes in Net Position** provides information about the components – Operating Revenues, Operating Expenses and Nonoperating Revenues and Expenses – of the District's annual operating activities and how those activities affected net position.

The **Statement of Cash Flows** provides an analysis about the sources and uses of District cash during the year and how the operating and investment activities affected the District's cash balances.

The **Notes to Financial Statements** provide additional, required disclosures about the District, its accounting policies and practices, its financial position and operating activities, and other required information. The information included in these notes is essential to a full understanding of the information contained in the financial statements.

The **Budgetary Comparison Schedule of Revenues and Expenditures** provides information comparing budgeted revenue and expenditure activities with the actual revenue and expenditure activities. When applicable, this will include a comparison of the originally approved budget with the final amended budget.

Condensed Comparative Financial Information:

Statement of Net Position

	<u>2019</u>	<u>2018</u>	<u>2017</u>
Current Assets			
Cash and cash equivalents	\$ 304,734	\$ 362,530	\$ 292,816
Other current assets	473,346	485,269	584,584
	<u>778,080</u>	<u>847,799</u>	<u>877,400</u>
Non Current Assets			
Capital assets – net	2,401,792	2,486,264	2,611,180
Total Assets	<u>3,179,872</u>	<u>3,334,063</u>	<u>3,488,580</u>
Current Liabilities	30,229	64,872	46,061
Total Liabilities	<u>30,229</u>	<u>64,872</u>	<u>46,061</u>
Deferred Inflows of Resources	<u>290,385</u>	<u>313,323</u>	<u>311,981</u>
Net Position			
Net investment in capital assets	2,401,792	2,486,264	2,611,180
Restricted	15,324	14,354	15,141
Unrestricted	442,142	455,250	504,217
Total Net Position	<u>\$ 2,859,258</u>	<u>\$ 2,955,868</u>	<u>\$ 3,130,538</u>

Statement of Revenues, Expenses, and Changes in Net Position

	<u>2019</u>	<u>2018</u>	<u>2017</u>
Operating Revenues	\$ 462,758	\$ 496,456	\$ 479,195
Operating Expenses	1,093,230	1,156,196	1,218,415
Operating Income (Loss)	<u>(630,472)</u>	<u>(659,740)</u>	<u>(739,220)</u>
Non Operating Revenues (Expenses)	533,862	485,070	498,193
Change in Net Position	<u>(96,610)</u>	<u>(174,670)</u>	<u>(241,027)</u>
Net Position Beginning of Year	2,955,868	3,130,538	3,371,565
Net Position, End of Year	<u>\$ 2,859,258</u>	<u>\$ 2,955,868</u>	<u>\$ 3,130,538</u>

Statement of Cash Flows

	<u>2019</u>	<u>2018</u>	<u>2017</u>
Cash from (for) Operating Activities	\$ (582,056)	\$ (413,624)	\$ (590,096)
Cash from Non Capital Financing Activities	529,265	481,204	495,898
Cash from (for) Capital and Related Financing Activities	(9,602)	(1,732)	(31,760)
Cash from (for) Investing Activities	<u>4,597</u>	<u>3,866</u>	<u>2,295</u>
Increase (Decrease)	<u>(57,796)</u>	<u>69,714</u>	<u>(123,663)</u>
Cash and Cash Equivalents, Beginning of Year	<u>362,530</u>	<u>292,816</u>	<u>416,479</u>
Cash and Cash Equivalents, End of Year	<u>\$ 304,734</u>	<u>\$ 362,530</u>	<u>\$ 292,816</u>

This foregoing information is a summary of the financial information contained in the District's financial statements. For more about the information contained in this condensed, comparative financial information, we recommend a close review of the accompanying audited financial statements beginning on page 7.

Analysis of Financial Position and Operating Results:

Net position decreased in 2019 by \$96,610 to \$2,859,258. This is the result of the operating loss of \$630,472, less net non-operating revenues of \$533,862.

Unrestricted cash, cash equivalents, and investments of the District at December 31, 2019, totaled \$304,734, which represents approximately 10% of the District's total assets.

Capital Assets, net of accumulated depreciation, of the District at December 31, 2019, totaled \$2,401,792, which represents approximately 75% of the District's total assets.

Net non-operating revenues for 2019 were \$48,792 more than in 2018, due to higher sales tax revenues.

For more information about these changes in net position and the operating activities, please review the accompanying audited financial statements beginning on page 7.

Analysis of Budgetary Comparison Schedule of Revenues and Expenditures:

Actual revenues in 2019 were \$6,700 less than the final budgeted revenues for the District. This is principally due to lower than expected patient count. The District's actual expenditures in 2019 were \$15,904 more than the final budgeted expenditures. This is principally due to higher than anticipated wages.

For more information about the budgeted and actual revenues and expenditures, please review the Budgetary Comparison Schedule of Revenues and Expenditures, which is on page 17 in the accompanying audited financial statements.

Capital Asset and Long-Term Debt Activity:

In fiscal year 2019 LFHSD added \$9,602 of capital assets before depreciation. These assets consisted principally of the addition of medical equipment. The District did not acquire any new long-term debt or retire any existing long-term debt in 2019.

For more information about the District's capital assets and long-term debt, please review page 15 of the Notes to Financial Statements in the accompanying audited financial statements.

Infrastructure Assets:

The District depreciates its capital assets. See Note 1 of Notes to Financial Statements – Summary of Significant Accounting Policies – Assets and Liabilities – Capital Assets Note 4 of Notes to Financial Statements – Capital Assets.

Financial Condition of the District:

The District continues to look at an Operation Income measure which is calculated as patient revenue plus tax revenue less Operating Expenses (less depreciation, a non-Cash expense) and District Expenses. This measure provides the District a view of the unrestricted cash generated to maintain on-going operations before capital expense.

All Capital Expenditures have been financed through donations or grants to the District, as a result they do not impact the Operating Cash position of the District. The District will continue to watch the impact of operations and changes in patient revenue in relation to insurance and Medicare repayments on Operation Income and its unrestricted cash position.

Requests for information from the District should be mailed to: Lake City Area Medical Center, Post Office Box 999, Lake City, Colorado 81235.

Basic Financial Statements

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**Lake Fork Health Service District
Statements of Net Position
December 31, 2019 and 2018**

	2019	2018
Assets		
Current Assets		
Cash and cash equivalents	\$ 304,734	\$ 362,530
Accounts receivable- net of allowance	77,961	80,607
Cash at county treasurer	27,524	7,055
Other receivables	28,989	31,147
Inventory	48,487	53,137
Property taxes receivable	290,385	313,323
Total Current Assets	778,080	847,799
Noncurrent Assets		
Capital Assets		
Nondepreciable	121,500	121,500
Depreciable	4,162,037	4,152,435
Total Capital Assets	4,283,537	4,273,935
Less: Accumulated depreciation	(1,881,745)	(1,787,671)
Net Capital Assets	2,401,792	2,486,264
Total Noncurrent Assets	2,401,792	2,486,264
Total Assets	3,179,872	3,334,063
Liabilities		
Current Liabilities		
Accounts payable	21,997	33,252
Other accrued liabilities	8,232	31,620
Total Current Liabilities	30,229	64,872
Deferred Inflows of Resources		
Deferred property taxes	290,385	313,323
Total Deferred Inflows of Resources	290,385	313,323
Net Position		
Net Investment in capital assets	2,401,792	2,486,264
Restricted for emergencies	15,324	14,354
Unrestricted	442,142	455,250
Total Net Position	\$ 2,859,258	\$ 2,955,868

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The accompanying notes are an integral part of these financial statements

Lake Fork Health Service District
Statement of Revenues, Expenses and Changes in Net Position
For the Year Ended December 31, 2019 and 2018

	<u>2019</u>	<u>2018</u>
Operating Revenues		
Medical center revenue	\$ 544,465	\$ 532,569
Less adjustments and allowances	(179,810)	(152,420)
Dental center revenue	132,965	149,986
Less adjustments and allowances	<u>(34,862)</u>	<u>(33,679)</u>
Total Operating Revenues	<u>462,758</u>	<u>496,456</u>
Operating Expenses		
Wages and employee benefits	651,129	665,599
General and administration	106,535	116,257
Supplies	73,821	69,638
Repairs and maintenance	14,219	16,036
Utilities and telephone	31,779	29,292
Education	7,311	9,415
Insurance	69,367	65,722
Consultants	2,341	14,433
Dental center expenses	42,654	43,156
Depreciation expense	<u>94,074</u>	<u>126,648</u>
Total Operating Expenses	<u>1,093,230</u>	<u>1,156,196</u>
Operating Loss	<u>(630,472)</u>	<u>(659,740)</u>
Nonoperating Revenues (Expenses)		
Property taxes	303,504	291,458
Specific ownership taxes	25,580	22,493
Sales taxes	181,710	164,518
Grants	13,000	1,999
Donations	14,969	11,836
Investment income	4,597	3,866
Other income	5,677	3,540
County treasurer fees	<u>(15,175)</u>	<u>(14,640)</u>
Total Nonoperating Revenues (Expenses)	<u>533,862</u>	<u>485,070</u>
Change in Net Position	(96,610)	(174,670)
Net Position, beginning of year	<u>2,955,868</u>	<u>3,130,538</u>
Net Position, end of year	<u>\$ 2,859,258</u>	<u>\$ 2,955,868</u>

The accompanying notes are an integral part of these financial statements

**Lake Fork Health Service District
Statements of Cash Flows
For the Year Ended December 31, 2019 and 2018**

	2019	2018
Cash Flows From Operating Activities		
Cash received from customers	\$ 447,093	\$ 573,677
Cash paid to suppliers	(421,405)	(403,635)
Cash paid to employees	(607,744)	(583,666)
Net cash (used) by operating activities	(582,056)	(413,624)
 Cash Flows From Non-Capital Financing Activities		
Tax revenues, net of fees	495,619	463,829
Donations	14,969	11,836
Grants	13,000	1,999
Other income	5,677	3,540
Net cash provided by non-capital financing activities	529,265	481,204
 Cash Flows From Capital And Related Financing Activities		
Acquisitions and construction of capital assets	(9,602)	(1,732)
Net cash (used) in capital and related financing activities	(9,602)	(1,732)
 Cash Flows From Investing Activities		
Investment income received	4,597	3,866
Net cash provided by investing activities	4,597	3,866
 Net increase (decrease) in cash and cash equivalents	(57,796)	69,714
 Cash and cash equivalents, beginning of year	362,530	292,816
Cash and cash equivalents, end of year	\$ 304,734	\$ 362,530
 Reconciliation of Operating (Loss) to Net Cash Provided (Used) by Operating Activities		
Operating Loss	\$ (630,472)	\$ (659,740)
Adjustments to reconcile operating loss to cash provided / (used) by operating activities		
Depreciation and amortization	94,074	126,648
Changes in assets and liabilities		
Accounts receivable, net of allowance	2,646	61,188
Other receivables	(18,311)	16,033
Prepaid expenses	-	25,494
Inventory	4,650	(2,058)
Accounts payable	(11,255)	7,194
Other accrued liabilities	(23,388)	11,617
Net Cash Provided (Used) by Operating Activities	\$ (582,056)	\$ (413,624)

The accompanying notes are an integral part of these financial statements

**Lake Fork Health Service District
Notes to Financial Statements
December 31, 2019 and 2018**

Note 1 Summary of Significant Accounting Policies

Lake Fork Health Service District (the District) is a political subdivision of the State of Colorado and is governed by a Board of Directors consisting of five people elected by the residents of the District. Until January 1, 2003, the District operated as Lake City Area Medical Center, Inc. (the Center) in Lake City, Colorado. On that date the Center transferred the operations and donated certain assets to the District. The District provides medical services in the Lake City area.

Financial Reporting Entity

The financial statements of the Lake Fork Health Service District have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to governmental units. The District follows the Governmental Accounting Standards Board (GASB) accounting pronouncements which provide guidance for determining which governmental activities, organizations, and functions should be included within the financial reporting entity. GASB pronouncements set forth the financial accountability of a governmental organization's elected governing body as the basic criterion for including a possible component governmental organization in a primary government's legal entity. Financial accountability includes, but is not limited to, appointment of a voting majority of the District's governing body, ability to impose its will on the organization, a potential for the District to provide specific financial benefits or burdens, and fiscal dependency.

The District is not financially accountable for any other entity, nor is the District a component unit of any other governmental entity; therefore, no other entities are included in the District's financial statements.

Basis of Presentation

Enterprise fund accounting is utilized by the District in accordance with accounting principles generally accepted in the United States of America.

Enterprise funds are accounted for using the economic resources measurement focus and the accrual basis of accounting. Revenues are recognized when they are earned and expenses are recorded when incurred. Depreciation is computed and recorded as an operating expense. Expenditures for capital outlay are recognized as increases in capital assets. Retirement of bonds is recorded as a reduction of liabilities.

The District distinguishes *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services in connection with the District's principal ongoing operations. The principal operating revenues of the District are charges to customers for medical and dental services. Operating expenses include the cost of providing medical and dental services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**Lake Fork Health Service District
Notes to Financial Statements (Continued)
December 31, 2019 and 2018**

Note 1 Summary of Significant Accounting Policies (Continued)

Basis of Accounting (continued)

The District follows the provisions of Governmental Accounting Standards Board (GASB) Statement No. 34 *Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments* as amended by Statement No. 61 *The Financial Reporting Entity: Omnibus—an amendment of GASB Statements No. 14 and No. 34* and Statement No. 63 *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. These statements establish standards for external financial reporting for all state and local governmental entities which includes a management’s discussion and analysis section; a statement of net position; a statement of revenues, expenses, and changes in net position; and a statement of cash flows. It requires the classification of net position into three components: net investment in capital assets; restricted; and unrestricted.

Budgets and Budgetary Accounting

Budgets are adopted on a cash basis except for accrual of current vendor invoices and medical billings. Annual appropriated budgets are adopted for the fund. All annual appropriations lapse at fiscal year-end.

The District adheres to the following procedures in establishing the budgetary data reflected in the financial statements:

- Prior to October 15 the District manager submits the proposed budget to the District Board of Directors.
- Prior to its adoption, the budget is open for public inspection by the public.
- After the public inspection and consideration of any objections filed, the Board reviews the proposed budget and formally adopts it by resolution.
- At the time of adopting the budget the Board passes an appropriating ordinance giving the District legal authority to spend.
- Prior to December 15th the Board adopts the property tax mill levy.

Budgets for the District’s enterprise fund are not prepared in accordance with accounting principles generally accepted in the United States of America because they include capital assets as expenditures and do not include depreciation. Budgets may be amended during the year, after adequate notice and public hearing, by approval of the Board of Directors. Any amendments to the budget are incorporated in the budget in these financial statements. Appropriations lapse at the end of the budget year. The budget was not amended in 2019. The District’s actual expenditures exceeded budgeted expenditures for the year; which may be a violation of State budget law.

Property Taxes

The County Treasurer collects and remits property taxes to the District monthly. Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on January 1st and payable in either one installment on or before April 30th, or two installments due on or before February 28th and June 15th of each year. The collections and the assessments are made by Hinsdale County and are remitted to the District monthly. District property taxes which are due to be paid in the next period, and representing an enforceable lien at January 1st of the next year, have been recorded as a receivable and deferred revenue.

**Lake Fork Health Service District
Notes to Financial Statements (Continued)
December 31, 2019 and 2018**

Note 1 Summary of Significant Accounting Policies (Continued)

Assets and Liabilities

Investments – investments are recorded at fair value, which approximates cost.

Receivables – are valued at the estimated collectible value. Reserves are reviewed by the District’s staff and are based on historical facts and anticipated collections.

Capital assets – are recorded at cost except for the assets which have been contributed, which are stated at estimated fair market value at the date of contribution. The capitalization threshold for fixed assets is \$500. Depreciation expense has been computed using the straight-line method over the estimated economic useful lives. The estimated useful lives are as follows:

Furniture and Equipment	5-10 years
Buildings and Improvements	40 years

Inventories – of medical, dental and pharmacy supplies are stated at the lower of cost or market, using the first-in, first-out method.

Accrued vacation and sick pay –are recorded as current salary when paid, and expire at the end of each calendar year. Any unused time is forfeited.

Net position

Equity is classified as net position and displayed in three components:

- a. Net investment in capital assets – consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position – consists of net position with constraints placed on the use either by (1) external groups, such as creditors, grantors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation. The District utilizes restricted net position before utilizing unrestricted net position when an expense is incurred for both purposes.
- c. Unrestricted net position – all other net position that do not meet the definition of “restricted” or “net investment in capital assets.” This net position is available for future operations or distributions.

Cash Equivalents

For purposes of the financial statements, including the statement of cash flows, the District considers all restricted and unrestricted highly liquid investments with maturity of three months or less when purchased to be cash equivalents.

Use of Estimates in the Preparation of Financial Statements

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Lake Fork Health Service District
Notes to Financial Statements (Continued)
December 31, 2019 and 2018**

Note 1 Summary of Significant Accounting Policies (Continued)

Deferred Inflows of Resources

Deferred revenues – deferred revenues include property taxes, which have been certified but not yet collected.

Note 2 Cash and Investments

Cash Deposits

As of December 31, 2019, and 2018, the District's cash deposits had a carrying balance of \$109,934 and \$179,225 and a corresponding bank balance of \$118,532 and \$190,997, of which \$118,532 and \$190,997 was insured by the Federal Deposit Insurance Corporation, respectively.

The Colorado Public Deposit Protection Act (PDPA) requires that all units of local government deposit cash in eligible public depositories. Eligibility is determined by state regulations. Amounts on deposit in excess of federal insurance levels must be collateralized. The eligible collateral is specified under the PDPA. PDPA allows the institution to create a single collateral pool for all public funds. The pool for all the uninsured public deposits as a group is to be maintained by another institution or held in trust. The market value of the collateral must be at least equal to 102% of the uninsured deposits. As of December 31, 2019, the District had \$0 and \$0 collateralized under PDPA, respectively.

The Colorado Divisions of Banking and Financial Services are required by statute to monitor the naming of eligible depositories and reporting of the uninsured deposits and assets maintained in the collateral pools.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial credit risk. As of December 31, 2019, and 2018, none of the District's bank deposits were exposed to custodial credit risk.

Investments

Colorado statutes specify in which investment instruments the units of local government may invest. The District has not adopted a formal investment policy.

- Obligations of the United States and certain United States government agency securities.
- Certain international agency securities.
- General obligation and revenue bonds of United States local government entities.
- Bankers' acceptances of certain banks.
- Commercial paper.
- Local government investment pools.
- Written repurchase agreements collateralized by certain authorized securities.
- Certain money market funds.
- Guaranteed investment contracts.

**Lake Fork Health Service District
Notes to Financial Statements (Continued)
December 31, 2019 and 2018**

Note 2 Cash and Investments (Continued)

At December 31, 2019 and 2018, the District had \$194,480 and \$182,985 invested in Colorado Local Government Liquid Asset Trust (COLOTRUST), which is an investment vehicle established for local government entities in Colorado to pool surplus funds. The State Securities Commissioner administers and enforces all State statutes governing the Trust. The Trust operates similarly to a money market fund and each share is equal in value to \$1.00. The Trust offers shares in two portfolios, COLOTRUST PRIME and COLOTRUST PLUS+. Both portfolios may invest in U.S. Treasury securities and repurchase agreements collateralized by U.S. Treasury securities. COLOTRUST PLUS+ may also invest in certain obligations of U.S. government agencies, highest rated commercial paper and any security allowed under CRS 24-75-601.

A designated custodial bank serves as custodian for the Trust's portfolios pursuant to a custodian agreement. The custodian acts as safekeeping agent for the Trust's investment portfolios and provides services as the depository in connection with direct investments and withdrawals. The custodian's internal records segregate investments owned by the Trust. COLOTRUST is rated AAAM by Standard & Poor's and is measured at net asset value (NAV). There are no unfunded commitments, the redemption frequency is daily and there is no redemption notice period.

A summary of cash and investments at December 31, 2019 and 2018, is as follows:

	<u>2019</u>	<u>2018</u>
Cash on hand	\$ 320	\$ 320
Cash deposits	109,934	179,225
COLOTRUST	<u>194,480</u>	<u>182,985</u>
Total cash and cash equivalents	<u>\$ 304,734</u>	<u>\$ 362,530</u>

Note 3 Accounts Receivable

Accounts receivable balances, net of allowance, at December 31, 2019 and 2018, were comprised of the following:

	<u>2019</u>	<u>2018</u>
Patient fees receivable	\$ 116,897	\$ 124,322
Less Allowance for doubtful accounts	(38,936)	(43,715)
Net Receivables	<u>\$ 77,961</u>	<u>\$ 80,607</u>

**Lake Fork Health Service District
Notes to Financial Statements (Continued)
December 31, 2019 and 2018**

Note 4 Capital Assets

A summary of changes to capital assets for 2019 and 2018 are as follows:

	Balance at 12/31/2018	Additions	Deletions	Balance at 12/31/2019
Nondepreciable				
Land	\$ 121,500	-	-	\$ 121,500
Total Nondepreciable	<u>121,500</u>	<u>-</u>	<u>-</u>	<u>121,500</u>
Depreciable				
Building	2,968,642	-	-	2,968,642
Furniture & Equipment	453,109	9,602	-	462,711
Machinery & Equipment	391,585	-	-	391,585
Dental Equipment	112,212	-	-	112,212
Other	226,887	-	-	226,887
Total Depreciable	<u>4,152,435</u>	<u>9,602</u>	<u>-</u>	<u>4,162,037</u>
TOTAL	<u>4,273,935</u>	<u>9,602</u>	<u>-</u>	<u>4,283,537</u>
Less Accumulated Depreciation	<u>(1,787,671)</u>	<u>(94,074)</u>		<u>(1,881,745)</u>
Net Capital Assets	<u>\$ 2,486,264</u>	<u>\$ (84,472)</u>	<u>\$ -</u>	<u>\$ 2,401,792</u>

	Balance at 12/31/2017	Additions	Deletions	Balance at 12/31/2018
Nondepreciable				
Land	\$ 121,500	-	-	\$ 121,500
Total Nondepreciable	<u>121,500</u>	<u>-</u>	<u>-</u>	<u>121,500</u>
Depreciable				
Building	2,968,642	-	-	2,968,642
Furniture & Equipment	451,377	1,732	-	453,109
Machinery & Equipment	391,585	-	-	391,585
Dental Equipment	112,212	-	-	112,212
Other	226,887	-	-	226,887
Total Depreciable	<u>4,150,703</u>	<u>1,732</u>	<u>-</u>	<u>4,152,435</u>
TOTAL	<u>4,272,203</u>	<u>1,732</u>	<u>-</u>	<u>4,273,935</u>
Less Accumulated Depreciation	<u>(1,661,023)</u>	<u>(126,648)</u>		<u>(1,787,671)</u>
Net Capital Assets	<u>\$ 2,611,180</u>	<u>\$ (124,916)</u>	<u>\$ -</u>	<u>\$ 2,486,264</u>

Note 5 Tax, Spending, and Debt Limitation

Article X, Section 20 of the Colorado Constitution, The Taxpayer's Bill of Rights (TABOR), contains several limitations, including revenue raising, spending abilities, and other specific requirements of state and local governments. TABOR is complex and subject to judicial interpretation. The District believes it is in compliance with the requirements of TABOR.

TABOR requires local governments to establish Emergency Reserves. These reserves must be at least 3% of Fiscal Year Spending, excluding bonded debt service. Local governments are not allowed to use the emergency reserves to compensate for economic conditions, revenue shortfalls, and salary or benefit increases. The District has restricted net position of \$15,324 and \$14,354 related to TABOR for the year ended December 31, 2019 and 2018, respectively.

**Lake Fork Health Service District
Notes to Financial Statements (Continued)
December 31, 2019 and 2018**

Note 6 Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disaster. The District is a participant in the Colorado Special District Association Property and Liability Pool. The Pool was formed by an agreement by member special districts of the Special District Association as a separate and independent governmental and legal entity pursuant to the provisions of Article XIV, Section 18(2) of the Colorado Constitution and Sections 29-1-201 et. seq., 8-44-101(1)(c) and (3), 8-44-204, 24-10-115.5, and 29-13-102, C.R.S, as amended. Membership is restricted to Colorado special districts which are members of the Special District Association.

The purpose of the Pool is to provide defined property, liability, workers' compensation and associated coverages, and claims and risk management services related thereto, for member special districts through a self-insurance pool. The Pool has contracted with other third parties to operate, administer and manage the Pool. In the event aggregated losses incurred by the Pool exceed amounts recoverable from the reinsurance contracts and capital and surplus accumulated by the Pool, additional contributions may be required from the Pool members. Settled claims have not exceeded this commercial coverage in any of the last three years.

Note 7 Reclassifications

Certain items have been reclassified from the previous year to conform with the presentation of the current year's financial statements.

Other Supplementary Information

DRAFT

Lake Fork Health Service District
Budgetary vs. Actual Comparison - Non GAAP Basis
For the Year Ended December 31, 2019

	Original and Final Budget	Actual	Variance Favorable (Unfavorable)
Revenues			
Medical patient fees	\$ 368,500	\$ 316,365	\$ (52,135)
Dental patient fees	115,245	98,103	(17,142)
Medicare cost audit report	40,800	48,290	7,490
Property taxes	303,000	303,504	504
Specific ownership taxes	23,000	25,580	2,580
Sales taxes	144,600	181,710	37,110
Donations	5,200	14,969	9,769
Grants	-	13,000	13,000
Interest	3,400	4,597	1,197
Other income	14,750	5,677	(9,073)
Total Revenues	<u>1,018,495</u>	<u>1,011,795</u>	<u>(6,700)</u>
Expenses			
Wages and benefits	624,957	651,129	(26,172)
General and Administration	98,100	106,535	(8,435)
Supplies	60,250	73,821	(13,571)
Repairs and maintenance	27,571	14,219	13,352
Utilities and telephone	34,344	31,779	2,565
Education	14,000	7,311	6,689
Insurance	74,338	69,367	4,971
Consultants and contracts	16,800	2,341	14,459
Dental expenses	41,969	42,654	(685)
County treasurer fees	15,700	15,175	525
Capital outlay	-	9,602	(9,602)
Total Expenses	<u>1,008,029</u>	<u>1,023,933</u>	<u>(15,904)</u>
Revenues over (under) Expenditures	<u>\$ 10,466</u>	<u>\$ (12,138)</u>	<u>\$ (22,604)</u>
Reconciliation to Net Income			
Add Capital Outlay		9,602	
Less Depreciation Expense		(94,074)	
Net Income		<u>\$ (96,610)</u>	

See the Independent Auditor's Report

Hinsdale County Social Media Example

8.7 SOCIAL MEDIA.

8.7.1 Whenever an employee uses social media, the employee should use good judgment. County employees shall be respectful of the County, its employees, customers, partners and affiliates, and others when using social media.

8.7.2 Personal use of social media is prohibited during work hours, except as set forth in Section 8.2 above.

8.7.3 Nothing in these policies is meant to interfere with an employee's right under federal law to engage in protected and concerted activity, including the employee's ability to discuss terms and conditions of his/her employment.

8.7.4 No pictures taken at a County job site or of County property/materials should be posted on social media or sent via email without Supervisor permission.

SDA Social Media Example

At Lake Fork Health Service District we understand that social media can be a fun and rewarding way to share your life and opinions with family, friends and co-workers around the world. However, use of social media also presents certain risks and carries with it certain responsibilities. To assist you in making responsible decisions about your use of social media, we have established these guidelines for appropriate use of social media. This policy applies to all who work for Lake Fork Health Service District.

GUIDELINES

In the rapidly expanding world of electronic communication, *social media* can mean many things. *Social media* includes all means of communicating or posting information or content of any sort on the Internet, including to your own or someone else's web log or blog, journal or diary, personal web site, social networking or affinity web site, web bulletin board or a chat room, whether or not associated or affiliated with Lake Fork Health Service District, as well as any other form of electronic communication. Ultimately, you are solely responsible for what you post online. Before creating online content, consider some of the risks and rewards that are involved. Keep in mind that any of your conduct that adversely affects your job performance, the performance of fellow associates or otherwise adversely affects members, customers, suppliers, people who work on behalf of Lake Fork Health Service District or our legitimate business interests may result in corrective action up to and including termination.

Know and follow the rules

Carefully read these guidelines, our Ethics Policy and Discrimination & Harassment/Anti-Harassment Policy, and ensure your postings are consistent with these policies. Inappropriate postings that may include discriminatory remarks, harassment, and threats of violence or similar inappropriate or unlawful conduct will not be tolerated and may subject you to corrective action up to and including termination.

Be respectful

Always be fair and courteous to fellow employees, customers, suppliers or people who work on behalf of Lake Fork Health Service District. It is important to keep in mind that you are more likely to resolved work related complaints by speaking directly with your co-workers or by utilizing our Open Door Policy than by posting complaints to a social media outlet. Nevertheless, if you decide to post complaints or criticism, avoid using statements, photographs, video or audio that reasonably could be viewed as malicious, obscene, threatening or intimidating, that disparage customers, employees or suppliers, or that might constitute harassment or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone's reputation or posts that could contribute to a hostile work environment on the basis of race, sex, disability, religion or any other status protected by law or company policy.

Be honest and accurate

Make sure you are always honest and accurate when posting information or news, and if you make a mistake, correct it quickly. Be open about any previous posts you have altered. Remember that the Internet archives almost everything; therefore, even deleted postings can be searched. Never post any information or rumors that you know to be false about Lake Fork Health Service District, fellow employees, customers, suppliers, people working on behalf of Lake Fork Health Service District or competitors.

Post only appropriate and respectful content

- Maintain the confidentiality of Lake Fork Health Service District trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. Do not post internal reports, policies, procedures or other internal business-related confidential communications.
- Respect financial disclosure laws. It is illegal to communicate or give a "tip" on inside information to others so that they may buy or sell stocks or securities. Such online conduct may also violate the Insider Trading Policy.
- Do not create a link from your blog, website or other social networking site to a Lake Fork Health Service District website without identifying yourself as an employee of Lake Fork Health Service District.
- Express only your personal opinions. Never represent yourself as a spokesperson for Lake Fork Health Service District. If Lake Fork Health Service District is a subject of the content you are creating, be clear and open about the fact that you are an employee and make it clear that your views do not represent those of Lake Fork Health Service District, fellow employees, customers, suppliers or people working on behalf of Lake Fork Health Service District. If you do publish a blog or post online related to the work you do or subjects associated with Lake Fork Health Service District, make it clear that you are not speaking on behalf of Lake Fork Health Service District. It is best to include a disclaimer such as "The postings on this site are my own and do not necessarily reflect the views of Lake Fork Health Service District."

Using social media at work

Refrain from using social media while on work time or on equipment we provide, unless it is work-related as authorized by your manager or consistent with the Company Equipment Usage Policy. Do not use Lake Fork Health Service District email addresses to register on social networks, blogs or other online tools utilized for personal use.

Retaliation is prohibited

Lake Fork Health Service District prohibits taking negative action against any employee for reporting a possible deviation from this policy or for cooperating in an investigation. Any

employee who retaliates against another employee for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to further corrective action, up to and including termination.

Media contacts

Employees should not speak to the media on behalf without contacting Lake Fork Health Service District management. All media inquiries should be directed to them.

For more information

If you have questions or need further guidance, please contact your HR Manager.

**LAKE FORK HEALTH SERVICE DISTRICT
BOARD OF DIRECTORS- REGULAR MONTHLY MEETING**

Today's Date is Thursday, July 23, 2020.

I. The regular monthly meeting of the Lake Fork Health Service District was called to order by Lynn McNitt at 8:35 a.m.

II. Roll Call: In attendance were board members: Lynn McNitt, Jerry Johnson, Mike Schell, Mike Mines and Julie Stephens. Bob Downs, Ashley Mines, Jess Whiddon and Dr. Gina Carr were also present. Malinda McDonald is the recording secretary.

Board of Directors:

President: Lynn McNitt

Vice-President: Jerry Johnson

Secretary: Mike Schell

Treasurer: Michael Mines

Board Member: Julie Stephens

III. Workshop

A. Executive Director Report- Currently sending in items for 2019 audit as well as the 2019 Medicare Cost Report.

For the month of April 2020-

Dental patient income was down about \$10,700 less than 2019. Dental expenses were down about \$4,300. Accounting is up about \$7,000 because EMR cost is in that category. Medical income is down about \$21,000 less than 2019. Computer expenses down about \$11,700 which also is due to EMR change. Dues and subscriptions were up about \$3,000. Staff education was down about \$5,000. Personnel expenses were down about \$14,000. Bottom line shows about \$11,700 better off than 2019.

1. Business Development- *None*

2. Community Relations- Blood drive scheduled for Monday, August 31. Health Fair is scheduled for Monday, November 16.

3. Personnel-

Medical Director Position Update- Dr. Alcindor thanked everyone for attending his interview. He did contact us to let us know that after interviewing, he feels that this is not the right position for him. Dr. Gattis was interviewed on Friday, July 17th. Final interview will be on July 31st with Dr. Cribbs. Board will need to meet to make a hiring decision shortly after July 31st. The board will meet at 8:30 am on Thursday August 6th to make a final decision.

Dental Director Position Update- Have received 4 CV's. Will leave posting open until August 15th, then invite candidates for an interview and tour of the clinic.

4. Clinic advertised hours- For approval by the board per policy and procedure.

B. Board Members Report-

Lynn- Sales tax has continuously gone up and on-line sales are a huge part of that. Compared to May 31st of last year Hinsdale County is up 48%.

Mike Mines-Dashboard is not out today. The CPA is a little behind because of COVID and the extended tax season. Rough numbers show about \$6,000 positive cash flow, we lost about \$26,000 in net earnings. **No Red Flags.**

Julie- Wrote an article for the Silver World on the upcoming blood drive.

FACEBOOK concerns- When we write anything and post it for the public to see we need to state that this is our personal opinion. Also we can say that “we do not have a medical background” or “we do”. “We’re following the Governor’s Orders” or “we’re not”, but we do not speak for the Medical Center.

C. Medical Director-

Lab issues have been addressed. Staff is staying on track with the busy patient load.

D. Dental Director- None

E. Strategic Planning Update- None

F. Any other items-

IV. MEETING

A. Consider any updates to the meeting agenda: None

B. Consider approval of Minutes from prior month’s board meetings 06/25/2020):

Motion: Julie Stephens

Second: Mike Mines

Vote: All vote yes.

Motion Carries

C. Consider approval of revision to advertised clinic hours for Appendix G:

Motion: Jerry Johnson

Second: Mike Schell

Vote: All vote yes.

Motion Carries

V. CITIZEN COMMENTS FROM FLOOR:

None

VII. Adjourn

Meeting is adjourned at 9:20am. Next meeting will be August 27, 2020 at approximately 8:30 a.m. in the Zeller Wellness & Education Center in the Mosley Health Care Complex.

(President)

Date

(Secretary)

Date

(Recording Secretary)

Date

LAKE FORK HEALTH SERVICE DISTRICT BOARD OF DIRECTORS- SPECIAL MEETING

Today's Date is Thursday, August 6, 2020.

I. The regular monthly meeting of the Lake Fork Health Service District was called to order by Jerry Johnson at 8:34 a.m.

II. Roll Call: In attendance were board members: Jerry Johnson, Mike Schell, Mike Mines and Julie Stephens. Lynn McNitt was absent. Bob Downs, Ashley Mines, Grant Houston, Bruce Uchida, Jess Whiddon (via phone) and Dr. Gina Carr were also present. Malinda McDonald is the recording secretary.

Board of Directors:

President: Lynn McNitt
Vice-President: Jerry Johnson
Secretary: Mike Schell
Treasurer: Michael Mines
Board Member: Julie Stephens

III. Workshop

A. Discuss MD candidates-

Dr. Carr explained the process: A total of 8 resumes were received. A couple candidates dropped out before we got to the ZOOM interviews. 5 Zoom interviews took place, and 4 onsite interviews were offered afterward. 3 candidates accepted onsite interviews one of which withdrew after the onsite visit. Once we were down to 2 candidates (Cribbs and Gattis) the search committee used a scoring rubrik and extensive discussion to come to a decision. Based on all of the information gathered the search committees recommendation to the board is Dr. Gattis.

B. Any other items-

Bruce Uchida was present to let the board know that he will be retiring beginning November 2020. He wanted to let them know in person. He will be available to assist in hiring if needed. He wanted to say "thank you" for all the support.

IV. MEETING AGENDA ITEMS

A. Consider any updates to the meeting agenda:

Motion: Add item B, consider search committees decision to hire Dr. Gattis. Add item C, executive session to discuss personnel matters not pertaining to any particular employee.

Motion: Jerry Johnson

Motion: Julie Stephens

Motion Carries

B. Consider approval of search committees decision to offer the MD position to Dr. Gattis:

Motion: Julie Stephens

Second: Mike Schell

Vote: All vote yes.

Motion Carries

Jerry Johnson has agreed to make an offer to Dr. Gattis.

C. Consider approval to add an executive session to this meeting:

Motion: **Add an executive session to discuss personnel matters.**

Motion: Jerry Johnson

Second: Julie Stephens

Vote: All vote yes.

Motion Carries

Executive Session: Enter into executive session at 8:55am per Colorado Statue 24-6-402(4)(f), C.R.S, discussion of personnel matters not pertaining to any particular employee.

Motion: Jerry Johnson

Second: Julie Stephens

Vote: All vote yes.

Motion Carries

Exit executive session at 9:35am.

V. CITIZEN COMMENTS FROM FLOOR:

None

VI. Adjourn

(President)

Date

(Secretary)

Date

(Recording Secretary)

Date

ESTIMATE

Superior Alarm & Fire Protection
A Division of Peak Alarm
960 N. Townsend Avenue
(970) 249-4537

Date 7/27/2020
Estimate # M2643A

BILL TO
Lake City Medical Center
700 North Henson Street
Lake City Colorado 81235

SHIP TO
Lake City Medical Center
700 North Henson Street
Lake City Colorado 81235

DESCRIPTION	QTY	UNIT PRICE	TOTAL
Equipment::			
New Fire Lite ES-200X Fire Alarm Panel	1	1520.00	1520.00
Labor to install and test 100%	6	85.00	510.00

SUBTOTAL 2030.00

To accept this estimate; sign and date

Don Wampler
7/30/20

DISCOUNT	0.00
NET TOTAL LESS DISCOUNT	2030.00
TAX RATE	8%
TOTAL TAX	120.08
SHIPPING/HANDLING	0.00
Quote Total	\$ 2,150.08



Capital Authorization Request Lake Fork Health Service District

Date: 07/30/2020

Control Number (year plus project# i.e. 06-001): 19-003

Project: Fire Alarm Panel Replacement

Project Description: Replace fire alarm panel

Estimated Cost (Please itemize):

- Equipment cost	\$1,520
- Installation cost	\$510.00
- Training cost	
- Other	
- Total cost	\$2,150.08

Rationale for Project (include annualized cost savings or revenue generation):
Our main phone line is not working due to this panel needing replacement. We will ask that the new panel be connected to an insignificant line if needed. Time is of essence.

Estimated Start and Completion for Project with key steps:
July 2020

Requested by:
Jessica Whiddon

Jessica Whiddon <jesswhiddon22@gmail.com>

Fire Alarm Panel Replacement

geraldjohnson <johnson.geraldf@gmail.com>

Thu, Jul 30, 2020 at 10:07 AM

To: Jessica Whiddon <jesswhiddon22@gmail.com>

Cc: Julie Stephens <julie@handsbestrong.com>, Lynn Bradley McNitt <lynnmcnitt@icloud.com>, Mike M <mrrmmrmines@gmail.com>, Mike Schell <n321am@gmail.com>

Approve.

Jerry

> On Jul 30, 2020, at 9:55 AM, Jessica Whiddon <

> wrote:

>

> <Capital Authorization Request 20-003 Fire Alarm Panel Replacement.pdf>

Jessica Whiddon <jesswhiddon22@gmail.com>

Fire Alarm Panel Replacement

Lynn Bradstreet-McNitt <lynnmcnitt@icloud.com>

Thu, Jul 30, 2020 at 10:08 AM

To: Jessica Whiddon <jesswhiddon22@gmail.com>

Cc: "Jerry Johnson (Johnson.gerald@gmail.com)" <Johnson.GeraldF@gmail.com>, Julie Stephens <julie@handsbestrong.com>, Mike M <mrmrmines@gmail.com>, Mike Schell <n321am@gmail.com>

Approve

[Quoted text hidden]

 **Capital Authorization Request 20-003 Fire Alarm Panel Replacement.pdf**
332K

Jessica Whiddon <jesswhiddon22@gmail.com>

Fire Alarm Panel Replacement**Julie Stephens** <julie@handsbestrong.com>

Thu, Jul 30, 2020 at 10:43 AM

To: Jessica Whiddon <jesswhiddon22@gmail.com>, Jerry Johnson <Johnson.GeraldF@gmail.com>, Lynn Bradstreet-McNitt <lynnmcnitt@icloud.com>, Mike M <mrmrmines@gmail.com>, Mike Schell <n321am@gmail.com>

From: Jessica Whiddon [mailto:
Sent: Thursday, July 30, 2020 9:55 AM
To: Jerry Johnson (
Subject: Fire Alarm Panel Replacement

]

); Julie Stephens; Lynn Bradstreet-McNitt; Mike M; Mike Schell

Good morning board members,

We need to replace the main fire alarm panel in the building. This is also linked to our main phone line not working. If I can please get 3 approvals on this capital authorization by email, I would appreciate it.

Thank you!

--

Jessica Whiddon,
Executive Director
Lake Fork Health Service District dba
Lake City Area Medical Center
PO Box 999 Lake City, CO 81235
(970)944-2331

CONSENT FOR ACCESS TO PROPERTY
Lake Fork River Enhancement Project Phase II
HINSDALE COUNTY, COLORADO

Name of Owner(s): Lake Fork Health Service District

Address of Property: 700 Henson Street, Lake City, CO, 81235

Property Legal Description: LOTS 12-21, BLOCK 21, TOWN OF LAKE CITY

LFVC Lake Fork River Enhancement Project

1. Starting in 2009, LFVC contracted with the Colorado Water Conservation Board (CWCB) and the Colorado Department of Public Health and Environment to conduct feasibility studies and planning for a river enhancement project through the Town of Lake City. The Conceptual Design for the entire project reach was completed in 2012.
2. LFVC contracted with the (CWCB) Water Supply Reserve Account (WSRA) to implement channel restoration work along the lower Henson Creek (Phase I of above Project), from the Town head gate to the confluence with the Lake Fork of the Gunnison (approximately 2600 feet of channel). Final design was completed in fall of 2013 and construction was completed in the fall of 2014.
3. In 2016, LFVC, with additional funding from the CWCB and other donors, completed river channel construction from Ocean Wave Bridge down through town above the sewage treatment facility.
4. Final river design work will be completed this summer by Hydro-Geo Designs and in-stream construction will commence as early as fall of 2020, depending on completion of necessary permits. Landowner access for design and construction is requested for 2 years.
5. Performance monitoring will be conducted along the improved reach for several years following construction, to assess that the structures are functioning as designed. Landowner access for monitoring is requested for 10 years.
6. Maintenance of structures will be required on an as needed basis. Landowner access for maintenance is requested for 10 years.

CONSENT FOR ACCESS

We, the undersigned, are the owners, representatives, or otherwise control the real property designated above, located in Hinsdale County, Colorado. The Lake Fork Valley Conservancy (LFVC) is requesting access to our property pursuant to the LFVC Lake Fork River Enhancement Project.

We, the owners, consent to permit officers, employees, contractors, subcontractors, and other authorized representatives of the Lake Fork Valley Conservancy (LFVC), Town of Lake City, Colorado Water Conservation Board (CWCB), Colorado Division of Parks and Wildlife (DPW), and other partners and donors affiliated with the project, to enter and have access to the property described above to the full extent of our ownership interest in such property for the following purposes: Perform design, construction, and post-construction monitoring and maintenance of the Lake Fork River Enhancement Project, including but not limited to Project evaluation (i.e. pre-bid walk through and design, selection of contractors, scoping, and Project development), performing Project work, conducting inspections, monitoring the affected lands, and implementing maintenance for a 10 year period following Project completion.

We understand that access shall be limited to those portions of our property where the Project is to be performed and any additional portion of the property which is reasonably necessary to implement the Project.

The term of this Agreement shall be 24 months from the date signed below for design and Project construction and implementation, and 10 additional years from the date the Project construction work is certified as complete for maintenance, inspection, and monitoring purposes. Access is strictly related to the activities of the project. Other than this, no public access will be allowed.

LFVC shall give Landowners reasonable notice prior to accessing the Property for all preconstruction, construction, monitoring and maintenance activities. LFVC shall provide reasonable notice of the commencement of construction work for the Project and need not provide daily notice to obtain continued access for the duration of the construction for each needed access. Reasonable and actual notice may be given by email, U.S. Mail, in person, or by telephone.

As the designated owners of the above referenced property, we give this written permission, voluntarily, with knowledge of my right to refuse and without threats or promises of any kind.

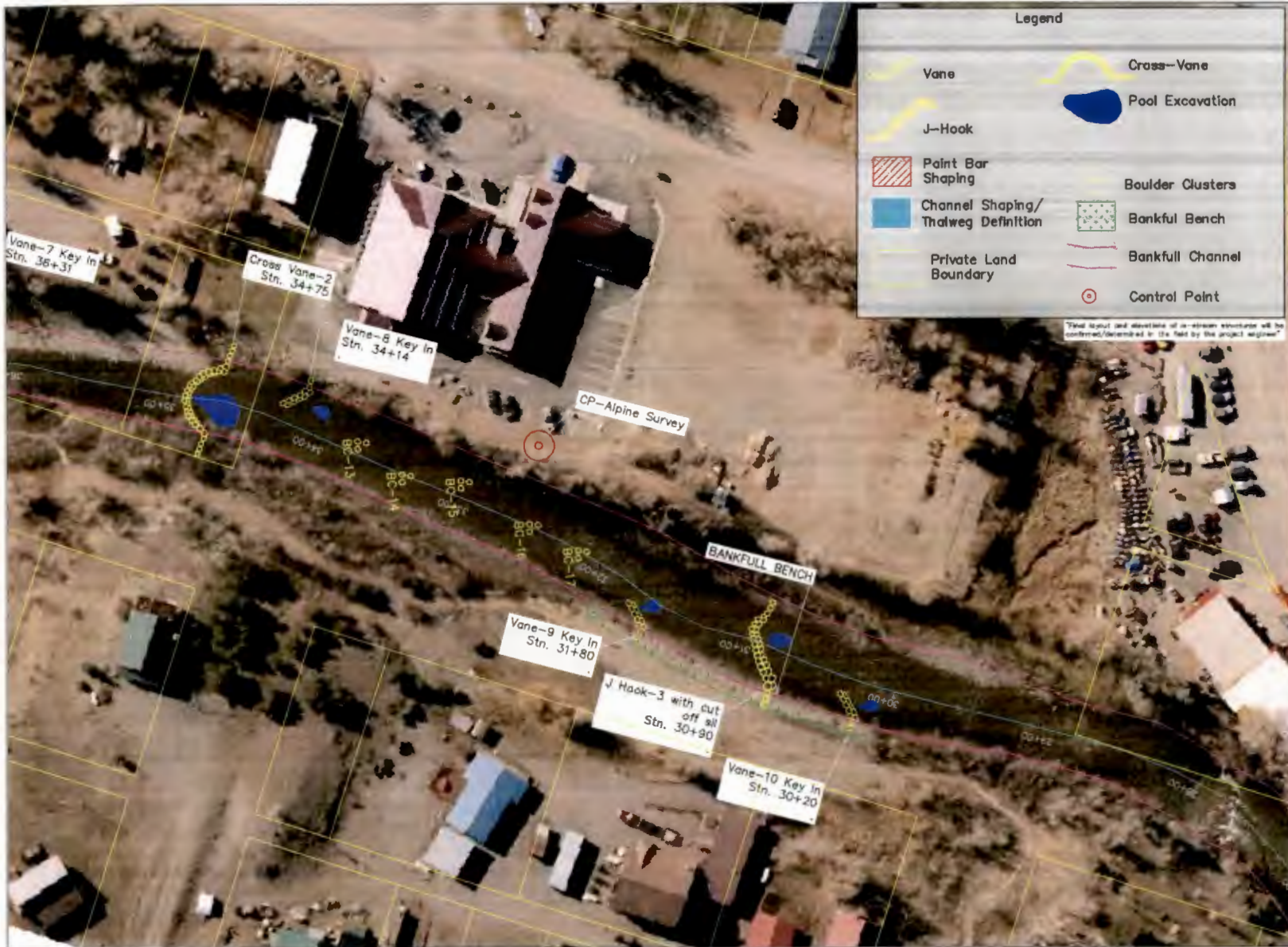
The signatory certifies that he/she has full authority to sign this Consent for Access to Property.

(Owner Signature)

(Date)

(Owner Signature)

(Date)



Legend	
	Vane
	J-Hook
	Paint Bar Shaping
	Channel Shaping/Thalweg Definition
	Private Land Boundary
	Cross-Vane
	Pool Excavation
	Boulder Clusters
	Bankfull Bench
	Bankfull Channel
	Control Point

*Total length and placement of in-stream structures will be confirmed/determined in the field by the project engineer.

REV.	DESCRIPTION	DATE

PROJECT ID
 Lake Fork of the Gunnison River
 AirPhoto
 Stn. 35+00-28+00

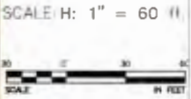
PREPARED BY:

 12560 W US HWY 50
 SALIDA CO 81201

PREPARED FOR:
 Lake Fork Valley Conservancy
 Lake City Co.



Date: 5AUG2020



SHEET NUMBER
 4 OF 5