



AGENDA

BOARD OF DIRECTORS MEETING

Wednesday, February 11, 2026 at 6:00 pm

138 S. Brandon Rd., Fallbrook, CA 92028

Administrative Office, 1st Floor Community Room

**All meetings are hybrid unless otherwise noted.*

*Please contact the Board clerk for language translation services 48 hours in advance of the meeting

In accordance with California Government Code Section 54956 teleconferencing will be used for this meeting. Members of the public will be able to participate by webinar by using this link: <https://us02web.zoom.us/j/5659435988?pwd=WmZlNHZ2eXp0cndqdC9Wc0ZDZlBlUT09&omn=82920864813> Meeting ID: 565 943 5988. Passcode: 695141 Participants will need to download the Zoom app onto their mobile device. Members of the public will also be able to participate by telephone using the following number:

+1-669-900-6833 Meeting ID: 565 943 5988. Passcode: 695141

BOARD MEMBERS:

Board Chair Jennifer Jeffries, Vice-Chair Sally DeVito, Treasurer Howard Salmon, Secretary Anabel Canseco, Member Cindy Acosta

A. CALL MEETING TO ORDER | ESTABLISH A QUORUM | PLEDGE OF ALLEGIANCE

B. APPROVAL OF THE AGENDA -

C. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA | ANNOUNCEMENTS -

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

D. PRESENTATION- North County Fire Protection District- Deputy Fire Chief Brian MacMillan & MSO Mary Murphy EMS Program

E. CONSENT ITEMS -

E1. Minutes of January 14, 2026, Facilities Committee Meeting

(Staff Recommendation: Approve minutes of January 14, 2026, Facilities Committee meeting)

E2. Minutes of January 14, 2026, Board of Directors Meeting

(Staff Recommendation: Approve Minutes of January 14, 2026, Board of Directors Meeting)

E3. Minutes of January 21, 2026, Strategic Planning Committee Meeting

(Staff Recommendation: Approve Minutes of January 21, 2026, Strategic Planning Committee Meeting)

E4. Chief Programs Officer Report - Theresa Geracitano

(Staff Recommendation: Receive and file report)

E5. Chief Administrative Officer Report - Judith Oswald

(Staff Recommendation: Receive and file report)

E6. Chief Executive Officer Report - Rachel Mason

(Staff Recommendation: Receive and file report)

F. DISCUSSION ITEMS-

- F1. **February 4, 2026, Finance Committee Meeting Packet & Minutes**
(Staff Recommendation: Approve Minutes of the February 4, 2026, Finance Committee Meeting)
- F2. **Recommendation from the Finance Committee for reimbursement of \$25,000.00 for the Community Development Disbursements**
(Staff Recommendation: Approve the reimbursement of \$25,000.00 for the Community Development Disbursements)
- F3. **Consideration of RESOLUTION 475 To Move Operating Account to Five Star Account and Open Cash Flow account at Commerce Bank of California.**
(Staff Recommendation: Approve And Adopt Resolution 475 To Authorize Administrators of the Five Star Account)
- F4. **Consideration to Approve FY26.27 Grant Application**
(Staff Recommendation: Approve FY26.27 Grant Application)
- F5. **Consideration to Approve Contract for MPMC, Inc. dba Classic Handyman Services for renovation of Community Health & Wellness Center Exterior Restrooms in the amount of \$166,988.00**
(Staff Recommendation: Approve Contract for MPMC, Inc. dba Classic Handyman Services in the amount of \$166,988.00)

G. BOARD MEMBER COMMENTS & ITEMS FOR SUBSEQUENT MEETINGS -
Announcements for upcoming events:

See the District website event calendar at <https://www.fallbrookhealth.org/community-health-wellness-center>

District Offices will be closed on Monday, February 16, 2026, in Observance of Presidents' Day

Government & Public Engagement Committee meets this month on Wednesday, February 18, 2026, at 5:30 pm

H. ADJOURNMENT-

NOTE: I certify that on Friday, February 6, 2026, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Fallbrook Regional Health District, said time being at least 72 hours in advance of the meeting. The American with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in or denied the benefits of District business. *If you need assistance to participate in this meeting, please contact the District office 24 hours prior to the meeting on 760-731-9187. **Please contact the Board clerk for language translation services 48 hours before the meeting. "The purpose of the Board meeting is to conduct District business. All demonstrations which disrupt, interrupt, or obstruct the Board's ability to conduct District business are prohibited. Members of the public that behave in a manner that disrupts, interrupts, or obstructs the Board's ability to conduct District business may be asked to leave the meeting. No signs, posters or other large objects shall be brought into the Board Conference Room or other meeting place if doing so would disrupt, interrupt, or obstruct the orderly course of the meeting."

Raquel A. Williams

Executive Assistant/Board Clerk

**NORTH COUNTY FIRE
PROTECTION DISTRICT
DEPUTY FIRE CHIEF BRIAN MACMILLAN
MSO MARY MURPHY**



North County
Fire Protection District

MINUTES
BOARD OF DIRECTORS MEETING
Wednesday, January 14, 2026, at 6:00 pm
138 S. Brandon Rd., Fallbrook, CA 92028
Administrative Office, 1st Floor Community Room
**All meetings are hybrid unless otherwise noted.*

*Please contact the Board clerk for language translation services 48 hours in advance of the meeting
In accordance with California Government Code Section 54956 teleconferencing was used for this meeting. Members of the public were able to participate by webinar.

BOARD MEMBERS:

Board Chair Jennifer Jeffries, Vice-Chair Sally DeVito, Treasurer Howard Salmon, Secretary Anabel Canseco, Member Cindy Acosta

A CALL MEETING TO ORDER | ESTABLISH A QUORUM | PLEDGE OF ALLEGIANCE -

Chair Jennifer Jeffries called the meeting to order at 6:00 p.m. and lead the Pledge of Allegiance.
In attendance: Directors Jennifer Jeffries, Sally DeVito, Howard Salmon, Anabel Canseco, Cindy Acosta, General Counsel Aleks Giragosian. Staff members: Chief Executive Officer Rachel Mason, Chief Administrative Officer Judith Oswald, Chief Programs Officer Theresa Geracitano, CPA Susan Woodward, Executive Assistant/Board Clerk Raquel Williams.
Members of the public: Tom Frew, Roy Moosa, Jessica Munoz

B. APPROVAL OF THE AGENDA -

Action: It was moved by Director Howard Salmon, seconded by Director Sally DeVito to approve the agenda as presented.

Motion carried (5-0) - unanimous vote

C. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA | ANNOUNCEMENTS - None

D. PRESENTATIONS-

Jackie Arditti Advancement Manager from Children's Museum of Discovery - Grantee Children's Museum of Discovery asked to give an update on the grant funds that have brought the Children's Museum of Discovery Mobile Museum to all Fallbrook Transitional Kindergarten (TK) and Kindergarten students. Thanks to the Boards generosity 819 Students and 80 adults were served.

TK students were able to enjoy the Mobile Museum and Kindergarten students got to see the Creature Feature program in action, and they loved all the different creatures. The program has been well received by the Fallbrook School District Educators and staff.

General Counsel Aleks Giragosian- Updates to the Brown Act under SB 707- Presentation included in the minutes.

E. CONSENT ITEMS -

- E1. **Minutes of December 10, 2025, Facilities Committee Meeting**
(Staff Recommendation: Approve minutes of December 10, 2025, Facilities Committee meeting)
- E2. **Minutes of December 10, 2025, Board of Directors Meeting**
(Staff Recommendation: Approve Minutes of December 10, Board of Directors Meeting)
- E3. **Chief Programs Officer Report – Theresa Geracitano** – CEO Rachel Mason shared about a new partnership with the American Heart Association an onsite blood pressure monitoring station at the CH&WC and a home monitoring option allowing participants to check out a blood pressure cuff for two weeks.
(Staff Recommendation: Receive and file report)
- E4. **Chief Administrative Officer Report – Judith Oswald** – CAO Judith Oswald is working tirelessly on streamlining the payroll and HR components.
(Staff Recommendation: Receive and file report)
- E5. **Chief Executive Officer Report – Rachel Mason**
(Staff Recommendation: Receive and file report)

Action: It was moved by Director DeVito, seconded by Director Acosta to approve the consent items as presented.

Motion carried (5-0) – unanimous vote

F. DISCUSSION ITEMS-

- F1. **January 7, 2026, Finance Committee Meeting Packet & Minutes**
(Staff Recommendation: Approve Minutes of the January 7, 2026, Finance Committee Meeting)

Action: It was moved by Director Acosta, seconded by Director Salmon to approve minutes of January 7, 2026, Finance Committee Meeting.

Motion carried (5-0) – unanimous vote

G. BOARD MEMBER COMMENTS & ITEMS FOR SUBSEQUENT MEETINGS -

Announcements for upcoming events:

See the District website event calendar at <https://www.fallbrookhealth.org/community-health-wellness-center>

Mental Health First Aid for Adults | Saturday, January 17, 2026, from 9:00 am to 5:00 pm
District Offices will be closed on Monday, January 19, 2026, in observance of Martin Luther King Day

H. ADJOURNMENT-

There being no further business, the meeting was adjourned at 7:07 pm

Raquel A Williams

Executive Assistant/Board Clerk

Expanding Public Access: SB 707's Updates to the Brown Act

Fallbrook Regional Health Care District

Presented by:

Aleks R. Giragosian, General Counsel
Colantuono, Highsmith and Whatley, PC

**COLANTUONO
HIGHSMITH
WHATLEY, PC**

Three Elements of SB 707

- Purpose: “This act is necessary to modernize the Ralph M. Brown Act to reflect recent technological changes that can promote greater public access to local officials.”
- The Primary Changes:
 - Clarification and Expansion of Teleconferencing Rules;
 - Miscellaneous Changes; and
 - Public Access Updates for Eligible Legislative Bodies.

Existing Teleconferencing Exceptions

- Traditional
(added in 1988)
- State of Emergency
(added in 2021)
- Just Cause
(added in 2023)
- Emergency Circumstance
(added in 2023)
- Neighborhood Council
(added in 2023)
- Student Body Association or
Student-run Community College Org.
(added in 2024)

Traditional Teleconferencing*

- Requirement:
 - Identify each teleconference location
 - Post agenda at teleconference location
- Limit: No limit
- Quorum: Remote participant does not count toward quorum
- Means: Call-in or internet-based service
- Public: Each location accessible to public
- Disclosure: No disclosure required
- Vote: Roll Call

Reasonable Accommodation Teleconferencing*

- Requirement: Traditional teleconferencing rules do not apply
- Limit: No limit
- Quorum: Remote participant does count toward quorum
- Means: Two-way audio-visual platform**
- Public: Not afforded to public***
- Disclosure: 18+ present and relationship
- Vote: Roll Call

Exceptions to Traditional Teleconferencing*

- Health Authority (GC 54953.8.1)
- State of Emergency (GC 54953.8.2)
- Just Cause (GC 54953.8.3)
- Neighborhood Council (GC 54953.8.4)
- Community College Student Organization (GC 54953.8.5)
- Eligible Subsidiary Body (GC 54953.8.6)
- Multi-jurisdictional body (GC 54953.8.7)

Requirements to Use Exceptions to Traditional Teleconferencing

- Public Access
 - Two-way audiovisual platform; or
 - Two-way telephonic service and a live webcasting of the meeting
- Pausing meeting until disruption to teleconferencing for public resolved
- Remote participation of members of legislative body noted in minutes
- Member's disclosure of 18+ participants and relationship

State of Emergency or Local Emergency Teleconferencing

	Existing Rule	New Rule
Requirement	Determine by majority vote that meeting in person presents risks to health or safety due to state of emergency & renew vote every 45 days	Finding now includes state of emergency or local emergency*
Limit	No Limit	No Change
Quorum	Remote participant does count toward quorum	Remote participant does count toward quorum
Vote	Roll Call	Roll Call
Method	Call-in or internet-based service	Two-way telephonic or two-way audio-visual platform

Just Cause Teleconferencing

Former Definition of Emergency Circumstances	Former Definition of Just Cause	New Definition of Just Cause
Physical or family medical emergency		Physical or family medical emergency
	Childcare or caregiving need	Childcare or caregiving need
	Contagious illness	Contagious illness
	Travel while on official business of legislative body	Travel while on official business of legislative body
		Immunocompromised family member
		Military service obligations that requires the member to be at least 50 miles outside the boundaries of agency
		Physical or mental condition that is not subject to accommodation

Just Cause Teleconferencing

- Requirement:
 - Disclose reason to legislative body at earliest opportunity
- Limit:*
 - 2 meetings/year (body meets 1- per month)
 - 5 meetings/year (body meets 2 per month)
 - 7 meetings/year (body meets 3+ per month)
- Quorum: Remote participant does not count toward quorum
- Means: two-way audio-visual platform

Subsidiary Body Teleconferencing

“Eligible Subsidiary Body”

- “A commission, committee, board, or other body of a local agency, whether permanent or temporary, ... created by charter, ordinance, resolution, or formal action of a legislative body”;
- Exclusively advisory;
- Not authorized to take final action on legislation, regulations, contracts, licenses, permits, or any other entitlements, grants, or allocations of funds;
- Does not have primary subject matter jurisdiction regarding elections, budgets, police oversight, privacy, public library materials, or taxes

Subsidiary Body Teleconferencing

- Requirement:
 - Legislative body must authorize the use of teleconferencing and renew the vote every 6 months; may withdraw authorization at will
 - At least one staff member shall be present at the physical location designated in the meeting
 - Elected official serving as a member of the subsidiary body cannot take advantage of this provision
 - Procedure for acting on recommendation of legislative body
- Means: two-way audio-visual platform
- Quorum: Remote participant does count toward quorum
- Limit: No limit

Multijurisdictional Body Teleconferencing

- “Eligible Multijurisdictional Body”
 - A multijurisdictional board, commission, or advisory body of a multijurisdictional, **cross-county agency**,* the membership of which board, commission, or advisory body is appointed
- “Multijurisdictional”
 - Legislative body that includes representatives from more than one county, city, or special district;
 - Legislative body of a joint powers entity

Multijurisdictional Body Teleconferencing

- Requirement:
 - Legislative body must authorize itself to use teleconferencing via resolution
 - If member receives compensation, then must remotely attend from location open to the public
 - Agenda and minutes reflect which members participate remotely
 - Remote location must be at least 20 miles away from the physical meeting location
- Means: two-way audio-visual platform
- Quorum: Remote participant does not count toward quorum
- Limit:*
 - 2 meetings/year (body meets 1- per month)
 - 5 meetings/year (body meets 2 per month)
 - 7 meetings/year (body meets 3+ per month)

Side-by-Side Comparison of Teleconferencing Exceptions

Teleconferencing Exceptions	Existing	SB 707
Traditional	GC 54953(b)	GC 54953(b)
ADA	N/A	GC 54953(c)
Health Authority	N/A	GC 54953.8.1
State of Emergency	GC 54953(e)	GC 54953.8.2
Just Cause	GC 54953(f)	GC 54953.8.3
Emergency Circumstance	GC 54953(f)	N/A
Neighborhood Council	GC 54953.8	GC 54953.8.4
Community College Student Organization	GC 54953.9	GC 54953.8.5
Eligible Subsidiary Body	N/A	GC 54953.8.6
Multi-jurisdictional body	N/A	GC 54953.8.7

Miscellaneous Changes

Compensation of Executives

- Must orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits for either:
 - A “local agency executive”;
 - A department head or other similar administrative officer of the local agency

Public Comment

- Rule: The agenda need not provide an opportunity for members of the public to address the legislative body on any item that has already been considered by a committee composed exclusively of members of the legislative body at a public meeting
- Former Exception: unless the item has been substantially changed since the committee heard the item
- New Exception:
 - The item has been substantially changed since the committee heard the item;
OR
 - When considering the item, a quorum of the committee members did not participate from a singular physical location, identified on agenda, open to public, and within jurisdiction;
OR
 - The committee has primary subject matter jurisdiction over elections, budgets, police oversight, privacy, removing from, or restricting access to, materials available in public libraries, or taxes or related spending proposals.*

Mandating Copies of Brown Act

Existing Law

- A legislative body of a local agency **may** require that a copy of this chapter be given to each member of the legislative body and any person elected to serve as a member of the legislative body who has not assumed the duties of office.

New Requirement

- A local agency **shall** provide a copy of this chapter to any person elected or appointed to serve as a member of a legislative body of the local agency.

Social Media Exception Extended Indefinitely

- AB 992 (2021) added the social media exception to the Brown Act, allowing members of a legislative body to engage in communications outside of a meeting using an internet-based social media platform to answer questions, provide information to the public, or to solicit information from the public regarding a matter that is within the subject matter jurisdiction of the legislative body, provided that a majority of the members do not use the internet-based social media platform to discuss among themselves or respond directly to any a matter that is made, posted, or shared by any other member of the legislative body.
- Was set to expire on January 1, 2026
- SB 707 repeals expiration date

Special Meetings

- Notification requirements for special meetings: have to provide written notice all the members of the legislative body and newspaper/radio/TV station requesting notice, unless waived.
 - Member may waive notice by ~~telegram~~ telephone or email or in person
- Removes the limitation that only special meeting notices for the **governing body** must be posted on the agency's website
- Cannot call a special meeting to discuss local agency executive salaries/benefits and to discuss salaries/benefits of the legislative body

Removal of Disruptive Members

- Authority to remove a disruptive member of the public from a meeting includes from a teleconferenced meeting
- Must still provide warning before removal
- “Disrupting” means engaging in behavior during a meeting of a legislative body that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes:
 - A failure to comply with reasonable and lawful regulations adopted by a legislative body or any other law.
 - Engaging in behavior that constitutes use of force or a true threat of force.

State Mandates for “Eligible Legislative Bodies”

54953.4

“Eligible legislative body” Defined

- A city council* of a city with a population of 30,000 or more.
- A city council of a city located in a county with a population of 600,000 or more.
- The board of directors of a special district that has an internet website and meets **any** of the following conditions:
 - Includes all of County with 600,000+ population and 200+ FTE employees;
 - 1,000+ FTE employees; or
 - Annual revenues of \$400,000,000+ and 200+ FTE employees.

Three Separate Mandates Effective July 1, 2026

1. Remote public access
2. Translation
3. Web Access

Mandate #1: Remote Public Access

54953.4(b)(1)

What: Remote Public Access

- Members of the public must be able to attend and participate in meetings via:
 - Two-way telephonic service: a dial-in service that does not require internet
 - Two-way audiovisual platform: an online platform allowing both video conference and telephonic service; must activate automatic captioning function
- Exception:
 - If adequate telephonic or internet service is not operational at the meeting location;
 - If meeting is taking place outside the usual meeting location under specified circumstances;*
 - If the meeting is pursuant to an “emergency situation”

Next Step

- Determine whether agency is an “eligible legislative body”
- Install infrastructure needed to facilitate remote public access
- Approve a policy regarding disruption of telephonic or internet service occurring during the meeting
 - Policy cannot be approved on consent;
 - Disruption triggers a recess for at least one hour;
 - If disruption not resolved within an hour, legislative body may approve to proceed by roll call vote upon making certain findings;
 - Policy must address procedures for recessing and reconvening a meeting in the event of a disruption and the efforts the eligible legislative body shall make to attempt to restore the service*

Mandate #2: Translation

54953.4(b)(2) & (c)(1)

Existing Translation Requirement

- The Brown Act currently requires a legislative body to provide at least twice the allotted time to a member of the public who utilizes a translator to ensure that non-English speakers receive the same opportunity to directly address the legislative body of a local agency.
- Unless the legislative body utilizes a simultaneous translation equipment in a manner that allows the legislative body of a local agency to hear the translated public testimony simultaneously.

New Translation Requirement

- Legislative body “shall reasonably assist” members of the public who wish to translate a public meeting into any language or wish to receive interpretation provided by another member of the public, so long as the interpretation is not disrupting to the meeting.*
- Must publicize translation request instructions.
- Translation assistance may include:
 - Arranging space for one or more interpreters at the meeting location.
 - Allowing extra time during the meeting for interpretation to occur.
 - Ensuring participants may utilize their personal equipment or reasonably access to commercially available interpretation services.

New Agenda Translation Requirement

- The agenda for each meeting shall be translated into all “applicable languages”*
- The meeting webpage shall be translated into all applicable languages, and each translation shall be accessible through a prominent direct link posted on the home page
- Translation can be made using a digital translation service
- Agency shall allow members of the public to post additional translations of the agenda in a physical location
- For the purposes of this section, the agenda does not include the entire agenda packet.

New Agenda Translation Requirement

- “Applicable languages” means languages, according to data from the most recent American Community Survey, spoken jointly by 20 percent or more of the applicable population, if that population speaks English less than “very well.”
- If more than three languages meet the criteria of “applicable languages,” then “applicable language shall mean the three languages that are spoken by the largest percentage of the population

Next Step

- Determine whether agency is an eligible legislative body
- Determine whether the agency has an applicable language
- Revise procedures to facilitate translation of webpages and agendas

Mandate #3: Web Access

54953.4(b)(3)

Existing Requirement re Web Access

- The Brown Act requires that either the agenda or a prominent, direct link to the agenda be posted to the agency's homepage*
- The agenda posted in an integrated agenda management platform shall be posted in an open format**
- “Integrated agenda management platform” means an internet website dedicated to providing the entirety of the agenda information for the legislative body to the public.

New Requirement re Web Access

- Establish a system for electronically accepting and fulfilling requests for meeting agendas and agenda documents through:
 - Email; or
 - an integrated agenda management platformaccessible through a prominent direct link posted on the primary internet website home page
- Appears repetitive of existing law

New Requirement re Web Access

- Establish an accessible webpage dedicated to public meetings that includes, or provides a link to, all of the following information:
 - A general explanation of the public meeting process;
 - An explanation of the procedures for a member of the public to provide in-person or remote oral public comment during a public meeting or to submit written public comment;
 - A calendar of all public meeting dates with calendar listings that include the date, time, and location of each public meeting; and
 - The agenda posted online
- Appears to clarify the best practice

New Requirement re Web Access

- Make reasonable efforts* to invite groups that do not traditionally participate in public meetings by inviting:
 - media organizations, including media organizations that serve non-English-speaking communities;
 - Good government organizations;
 - civil rights or civic engagement organizations;
 - Neighborhood or community groups, including organizations active in non-English-speaking communities.



QUESTIONS?

THANK YOU

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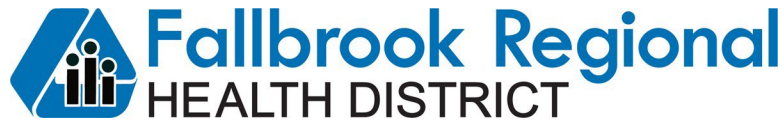
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MINUTES

FACILITIES COMMITTEE MEETING

Wednesday, January 14, 2026, at 5:00 pm

Administrative Office, 1st Floor Community Room
138 S. Brandon Rd., Fallbrook CA 92028

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

Committee Members: Chair Howard Salmon and Director Anabel Canseco

1. CALL MEETING TO ORDER/ROLL CALL-

In attendance- Chair Howard Salmon, Director Anabel Canseco, Chief Executive Officer Rachel Mason, Chief Administrative Officer Judith Oswald, Chief Programs Officer Theresa Geracitano, Executive Assistant/Board Clerk Raquel Williams, Property Manager Roy Moosa

2. PUBLIC COMMENTS – ANNOUNCEMENT – None

3. DISCUSSION ITEMS-

Ongoing/Completed Projects at the Community Health & Wellness Center

- a.) **New General Contractor Agreement-** CEO Rachel Mason opened the discussion with our efforts to remain in compliance with DIR (Department of Industrial Relations) we had to contract a General Contractor/Handyman Services to maintain the buildings and provide large- and small-scale repairs and installations. We will have a contract with MPMC, Inc. dba Classic Handyman Services and they will be on call as needed.
- b.) **Building A: Room 2 - Encinitas Design Group Updates | Demonstration Kitchen Project** – This project remains on hold since the encroachment permit is still pending. County of San Diego documents are being prepared for review.
- c.) **Building B: Education Rooms 3-6 and Exterior Restrooms Renovation-**
CEO Rachel Mason shared with the committee that the plan for the rooms has changed and the renovations will be able to be done by the General Contractor moving forward.
- d.) **Review and Approve Pursuit of Contract for CH&WC Exterior Restroom ADA Access and Renovation-** We received three estimates for the project and CEO Rachel Mason recommended that the Committee approve the estimate from



MPMC, Inc. dba Classic Handyman Services for \$166,988.00. Side note the District received \$120,000.00 from the FPUD Community Development Fund which will offset the costs for this project. The Committee Approved the estimate from MPMC, Inc. dba Classic Handyman Services for \$166,988.00.

4. BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS- CEO Mason provided an update on the dirt patch in between buildings A & B. We will be partnering with Mission Resource Conservation District to create an extension of the pollinator garden that will have an educational component as well as being a drought tolerant landscape.

5. ADJOURNMENT – There being no further business the meeting was adjourned at 5:23 pm.

Raquel A Williams

Executive Assistant/Board Clerk





MINUTES

Strategic Planning Committee Meeting January 21, 2026, at 5:30 pm Administrative Office, 1st Floor Community Room 138 S. Brandon Rd., Fallbrook, CA 92028

In accordance with California Government Code Section 54953 teleconferencing was used for this meeting. The public were able to participate by webinar.

BOARD COMMITTEE MEMBERS- Chair Jennifer Jeffries & Director Cindy Acosta

1. CALL MEETING TO ORDER/ROLL CALL –

In attendance- Director/Chair Jennifer Jeffries, Director Cindy Acosta, Chief Executive Officer Rachel Mason, Chief Programs Officer Theresa Geracitano, Chief Administrative Officer Judith Oswald, Executive Assistant/Board Clerk Raquel Williams

2. PUBLIC COMMENTS – ANNOUNCEMENT- None

3. DISCUSSION ITEMS-

- a.) Review of Palomar Family Counseling Services Outcomes – CEO Rachel Mason opened the discussion; they are continuing to provide crucial mental health services to the community and the partnership with them has been a great one so far. Bilingual Spanish services have been well received. The core counseling services are being utilized, and they have noticed a new need for Alzheimer's/Dementia caregivers, and future group meetings are being planned.
- b.) FY 26/27 Community Needs Assessment- Update- CEO Rachel Mason shared with the Committee that a more detailed assessment will be needed. There are two agencies that have been approached and more information is being obtained. Proposals will be reviewed and should be approved by the committee in April and for full Board approval by July.
- c.) Clinical Services – CEO Rachel Mason shared that we are in a holding pattern for the time being as conversations continue.
- d.) Client Relations Management Software – Chief Programs Officer Theresa Geracitano has been in negotiations with two different CRM vendors. Scheduling software and Client Relations Management software is needed for the Community Health & Wellness Center to be able to track attendance and client information. More information will be collected and brought to the committee for approval.
- e.) FRHD Programming Decision Tree – Chief Programs Officer Theresa Geracitano opened the discussion with a PowerPoint presentation: Program Prioritization Decision Overview a tool used to assess the priority, value and readiness for potential new programming. Programs Coordinator Bianca Heyming spoke on the programming framework and definitions; explanations and purpose of the individual programs offered at the Community Health & Wellness Center. PowerPoint attached to the minutes.

4. **BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS-** CEO Rachel Mason brought forth a future agenda item for the committee's awareness. Looking towards the future of the District and the ability to fund future projects and programming, we need to search for and apply for multi-year multi-million-dollar grant funds. The District will need to apply for larger grants, the process is lengthy and cumbersome, and a grant writer will need to be contracted for this service. More information on this matter will be brought to the committee at a future meeting.
5. **ADJOURNMENT-**
There being no further business, the meeting was adjourned at 6:24 pm.

Raquel A. Williams

Executive Assistant/Board Clerk



Programming

- Highlights
 - The first Wellness Walk of the year welcomed 30 participants at Los Jilgueros Preserve.
 - Launched the Self-Measured Blood Pressure Monitoring Program in partnership with the American Heart Association which allows residents to check their blood pressure at the Center or check out a blood pressure monitor kit with educational materials for home use.
 - Wellness Wednesday programming now includes hands-only CPR instruction, using video education and practice with an AHA-provided mannequin.
- Spanish-language programming highlights:
 - The second Lifestyle Change Lotería event attracted 40 community members, expanding engagement beyond current program participants and strengthening connections with Spanish-speaking residents.
 - Ongoing Spanish-language offerings included the Diabetes Prevention Program, insurance enrollment assistance, and Wellness Wednesday screenings.
 - A new Spanish-language programs page has been added to the District website to improve access and visibility.

Program Development

- New District-owned programming is in development for 2026, with additional details to be shared as each program moves toward launch.
 - Mindful Stress Reduction
 - Food Smarts for Kids
 - Around the Table (nutrition, cooking and movement)
 - Art Therapy for youth
 - Hypertension / Heart Health education

Resource Navigation

- The Application Assistance Program in partnership with the Fallbrook Library continues to gain traction, with community members receiving support both at the library and through scheduled appointments at the Center.

Community Presentations

- Staff training was conducted with Fallbrook Library staff on all District programs and how to refer and get the community involved.
- Presentation to Encore Club on District's Gentle Fitness programs.

Facilities & Systems

- A maintenance agreement is now in place with a service provider that meets District contracting requirements and will provide regular service for both the Center and Administrative offices.
- A contract was executed for HubSpot CRM to support improved tracking of participation, engagement, and communications. System onboarding is expected to take 2–3 months.
- The District is supporting North County Fire Protection District by providing space at the Center for monthly paramedic training while their usual training site undergoes remodeling.
- Participant waivers have been reviewed by legal counsel and approved to support expanded programming.

Wellness Center 2026	JAN
Mental Health First Aid	6
CCHW	15
Wellness Wednesday- Screening/Workshop	14
Disease Specific Education (Lifestyle Change)	96
Partner Health & Wellness activities	201
Support Groups	58
FRHD Yoga	168
Community Safety	0
Club/ Organizational meetings	257
District Special Events	0
Youth Activity	0
Affiliate	0
Wellness Walks	30
Private Party/Event	0
Total Wellness Center Visits	845

Number of Events 2026	JAN
Private events	19
Public Events	67
Total Events	86
Events held by Grantees	11
Private Health Event/Rental	0

Spanish Events	7
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Self-Measured Blood Pressure Monitoring (SMBP) Program

Program Overview

The Self-Measured Blood Pressure Monitoring (SMBP) Program provides community members with easy, no-cost access to blood pressure monitoring in a supportive, non-clinical setting. Participants may check their blood pressure on site at the Community Health & Wellness Center or borrow blood pressure monitor for up to two weeks at home. This program supports early awareness, physician-directed monitoring, and improved health literacy around heart health.

The program also serves residents whose healthcare providers have asked them to monitor their blood pressure at home but who may not have access to equipment.

Why It Matters

High blood pressure (hypertension) is one of the most common—and preventable—risk factors for heart disease and stroke.

- Nearly half of U.S. adults have high blood pressure
- About 50% of adults with high blood pressure are unaware they have it
- High blood pressure often has no symptoms, making routine monitoring essential
(Source: American Heart Association)

Regular blood pressure monitoring helps individuals understand their numbers, recognize concerning trends, and follow up appropriately with a healthcare provider.

Evidence & Best Practice

Self-measured blood pressure monitoring is a proven, evidence-based approach that:

- Provides more accurate readings than single office visits
- Improves patient-provider communication

Regular self-monitoring has been shown to support blood pressure reduction when combined with education and follow-up

How the Program Works

- Community members may self-check blood pressure on site during open hours
- Two-week checkout of home blood pressure monitors



- Educational materials included to guide follow-up care
- For individuals without access to care, the Community Resource Navigator may assist with referrals

This program is part of the national initiative led by the American Heart Association, Libraries with a Heart, which demonstrates that community-based access to monitors increases awareness and reduces barriers to care

District Value

The SMBP Program advances prevention and access goals by:

- Supporting early identification of hypertension
- Reducing barriers to physician-directed home monitoring
- Offering a low-cost, high-impact chronic disease prevention service
- Complementing existing lifestyle and heart-health programming

Program materials including 10 blood pressure monitoring kits and education materials were provided the American Heart Association at no-cost.



Chief Administrative Officer Report – February 2026

Recruitment & Staffing

Spent the majority of two weeks intermittently reviewing and processing approximately 300+ employment applications. Recruitment activities included candidate screening, selection, outreach, phone interviews, rejection notifications, and interview invitations. Selected candidates participated in on-site interviews with me, CEO Rachel Mason, and CPA Susan Woodward. We look forward to bringing on a new Administrative Coordinator in the very near future.

Financial & Banking Operations

Met with the Five Star Bank team for an online banking platform demonstration. Although the District currently maintains a backup account with Five Star and does not conduct transactions through it, the platform was reviewed and found to be feature-rich and user-friendly.

Following multiple platform demonstrations with different financial institutions and in-depth discussions with CEO Rachel Mason, staff are recommending Five Star Bank as the District's primary operating account. Resolution language has been requested from Legal Counsel Aleks Giragosian to support this transition.

Professional Development

Attended the California Employer Law Update (CELU) conference in San Diego, which provided in-depth analysis of current and emerging employment law issues affecting private and public-sector employers.

Participated in a CSDA webinar focused on Prevailing Wage requirements, reinforcing compliance considerations applicable to District projects and vendor coordination.

Attended the California Debt and Investment Advisory Commission (CDIAC) conference in Costa Mesa. During discussions with an Investment Advisor, it was suggested that, given the District's size relative to larger agencies, Municipal Services Advisors may be more appropriate than traditional investment advisory services for fund allocation support. It was further noted that for funds at the District's current level, utilization of CAMP and LAIF remains the most practical approach.

Payroll & Timekeeping Systems

Spent a full day working directly with Administrative Assistant Jessalyn Lopez to process payroll following the District's transition from a semi-monthly to a bi-weekly payroll schedule. This included verifying that all system changes were applied correctly, confirming recalculated retirement contribution deductions, and ensuring the accurate implementation of new health insurance premiums under the SDRMA contract.



Operational Safety & Vendor Coordination

Coordinated and met with a representative from Cintas for an initial walkthrough of the fire sprinkler systems at both the Administration Office and the Community Health & Wellness Center. This walkthrough was conducted to evaluate vendor options and compliance considerations in anticipation of future facility development at CHWC.

Risk Management & Compliance

Worked through the preparation of the District's annual workers' compensation report for SDRMA, ensuring accuracy and timely submission.

CHIEF EXECUTIVE OFFICER'S REPORT – FEBRUARY

Community Health & Wellness Center:

- Facility construction updates
 - Bldg. B Rooms 3/6 and exterior restrooms.
 - Bldg. B (exterior restrooms) – Vendor was selected at the January Facilities Committee meeting, MPMC came in with the lowest bid and already has a working relationship with the District. The contract is an action item on the agenda.
 - Room 3 renovations are being scheduled for the next month or so.
 - Room 6 (room renovation and interior restroom upgrades) RFP is being developed and will be published by end of Feb. Expect to bring bids to March Facilities committee.
 - EDG – Teaching Kitchen (bldg. A.) – We were informed that a Minor Deviation will be required from the County to move forward with permitting. An issue came up regarding the Right Turn Only sign, which required an encroachment permit that was never completed by the J Walen group back in 2021. I am working on that and hope to be able to complete our MD paperwork by the end of the month. – still in progress
 - Expansion of pollinator garden space at the CHWC – the dirt area between bldgs. A & B is being designed in conjunction with Mission Resource Conservation District so that we can mitigate some drainage issues and create an attractive, yet education space. It will be a dry rock “riverbed” and lots of native plants that can be used to help educate community members about options for local plants that tolerate our climate, attract pollinators, and are still pretty.
 - SiteLogIQ –
 - We are still in process of closing out the final costs for the contract.

CHC Grant Trainings

- Our new grant process was explained at two grantee training events: 1.20 and 1.28. The grant training slide deck and Trust Philanthropy white paper are on our website. The grant application window will open on March 2. Board members will be invited to conduct site visits during the evaluation period.

Clinical Care Option – Pending additional info

- Awaiting information with Sharp medical regarding a potential partnership to bring advanced clinical services to our area. Discussing options for expanded clinical and urgent care services along the 76 corridor.

Administrative Projects:

- We found a CRM for tracking the attendance and other utilization data the CHWC. We have signed up with HubSpot, which has lots of tools that Theresa and her team can use to provide detailed information on programming attendance and community interest. See the attached one-page options list.
- The RFP for our Community Needs Assessment was posted and at least three consultants have expressed interest in submitting. The due date for that submission is April 20.

CHIEF EXECUTIVE OFFICER'S REPORT - JANUARY

- The LAFCO MSR is still working its way through the LAFCO consultants; no new delivery date of the draft has been offered.

Staff Updates:

- Happy to celebrate the three-year work anniversary for Katia!
- Happy Birthday to Theresa!

Benefits of Adopting HubSpot CRM Community Health & Wellness Center

Purpose

Adopting HubSpot CRM will provide the Community Health & Wellness Center with a single, integrated system to manage participant engagement, communications, and reporting. This investment supports a clearer and more accurate measurement of community impact, including the ability to track the number of unique individuals visiting the Center each month, rather than total visits alone.

What We Are Implementing

- Marketing Hub Professional – for demographic information, managing class communications, segmenting audiences, and supporting reporting needs.
- Service Hub Enterprise (1 seat) – to support integration with Event Temple and enable tracking of surveys, feedback and program follow up.
- Event Temple Integration – allowing events to be created once and automatically synced, eliminating duplicate data entry

Key Organizational Benefits

1. Centralized Contact & Engagement Data –A single source of truth for participants, partners, instructors, and community organizations. Allows contacts to be created with minimal information (name only, no email required) while supporting the capture of demographic data.
2. Improved Reporting –Enables tracking of unique individuals served, not just total visits, strengthening monthly reporting.
3. More Effective Communication – Targeted communication to class participants, including timely updates on schedule changes and improved event outreach.
4. Streamlined Event Management –Event Temple integration reduces manual data entry into the CRM and improves data accuracy across programs.
5. Survey & Feedback Tracking – Program-specific surveys tied directly to participant records.
6. Comprehensive View of Participant Engagement- integrates with Constant Contact to display email interaction, website activity, and event participation in a single participant record.
7. Scalable, Long-Term Solution – A flexible platform that can grow with the Center’s needs over time.

Fallbrook Regional Health District

Report #1 - Balance Sheet Comparison

As of December 31, 2025

	TOTAL		
	AS OF DEC 31, 2025	AS OF NOV 30, 2025 (PP)	% CHANGE
ASSETS			
Current Assets			
Bank Accounts			
Banc of California - Checking	848,447.45	365,932.32	131.86 %
Five Star Bank Account	250,000.09	144,814.09	72.64 %
Petty Cash	0.00	0.00	
Total Bank Accounts	\$1,098,447.54	\$510,746.41	115.07 %
Other Current Assets			
Interest Receivable - Foundation	1,031.62	713.54	44.58 %
Interest Receivable - LAIF	0.00	0.00	
Loan Receivable - FRHD Foundation	26,317.05	26,317.05	0.00 %
Prepaid Expenses	0.00	0.00	
Prepaid Insurance	18,327.42	21,382.02	(14.29 %)
Reimbursement Receivable - CDD	(1,569.02)	(1,569.02)	0.00 %
Tax Apportionment Receivable	382,755.23	807,431.85	(52.60 %)
Total Other Current Assets	\$426,862.30	\$854,275.44	(50.03 %)
Total Current Assets	\$1,525,309.84	\$1,365,021.85	11.74 %
Fixed Assets			
Accumulated Depreciation - All Buildings	(389,296.92)	(384,447.50)	(1.26 %)
Accumulated Depreciation - Equipment	(74,356.04)	(73,892.54)	(0.63 %)
Construction in Progress	1,109,384.19	1,109,384.19	0.00 %
E. Mission Road	1,441,539.86	1,441,539.86	0.00 %
E. Mission Road - Improvements	521,719.96	498,444.96	4.67 %
E. Mission Road - Land	360,629.00	360,629.00	0.00 %
Total E. Mission Road	2,323,888.82	2,300,613.82	1.01 %
Equipment	85,471.17	85,471.17	0.00 %
S. Brandon Road	161,578.00	161,578.00	0.00 %
S. Brandon Road - Improvements	258,645.55	258,645.55	0.00 %
S. Brandon Road - Land	129,662.00	129,662.00	0.00 %
Total S. Brandon Road	549,885.55	549,885.55	0.00 %
Total Fixed Assets	\$3,604,976.77	\$3,587,014.69	0.50 %
Other Assets			
California Class	1,477,540.87	1,472,691.83	0.33 %
CalTrust - Liquidity Fund	1,411,527.57	1,406,864.16	0.33 %
CalTrust - Medium Term Fund	5,287,498.26	5,268,821.52	0.35 %
LAIF	385,840.22	385,840.22	0.00 %
Note Receivable - East Alvarado Street	0.00	0.00	
Total Other Assets	\$8,562,406.92	\$8,534,217.73	0.33 %
TOTAL ASSETS	\$13,692,693.53	\$13,486,254.27	1.53 %

Fallbrook Regional Health District

Report #1 - Balance Sheet Comparison

As of December 31, 2025

	TOTAL		
	AS OF DEC 31, 2025	AS OF NOV 30, 2025 (PP)	% CHANGE
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable (A/P)	7,744.77	14,304.20	(45.86 %)
Total Accounts Payable	\$7,744.77	\$14,304.20	(45.86 %)
Credit Cards			
Five Star Bank - CC			
Five Star Bank - CC	0.00	0.00	
Umpqua Bank - Credit Card			
Umpqua Bank - Credit Card	0.00	0.00	
Total Credit Cards	\$0.00	\$0.00	0.00%
Other Current Liabilities			
Payroll - Tax Payable			
Payroll - Tax Payable	11,606.58	10,667.92	8.80 %
Payroll - Vacation & Sick Payable			
Payroll - Vacation & Sick Payable	43,207.56	51,064.74	(15.39 %)
Payroll - Wages Payable			
Payroll - Wages Payable	26,645.87	25,079.32	6.25 %
Refundable Deposits - Rental Security			
Refundable Deposits - Rental Security	480.00	480.00	0.00 %
Simple IRA Plan - Payable			
Simple IRA Plan - Payable	5,026.01	5,025.61	0.01 %
Total Other Current Liabilities	\$86,966.02	\$92,317.59	(5.80 %)
Total Current Liabilities	\$94,710.79	\$106,621.79	(11.17 %)
Total Liabilities	\$94,710.79	\$106,621.79	(11.17 %)
Equity			
Community Development Disbursement			
Community Development Disbursement	8,391,943.70	8,391,943.70	0.00 %
Opening balance equity			
Opening balance equity	0.00	0.00	
Retained Earnings			
Retained Earnings	0.00	0.00	
Unrestricted Operations Fund			
Unrestricted Operations Fund	4,701,354.80	4,701,354.80	0.00 %
Net Income			
Net Income	504,684.24	286,333.98	76.26 %
Total Equity	\$13,597,982.74	\$13,379,632.48	1.63 %
TOTAL LIABILITIES AND EQUITY	\$13,692,693.53	\$13,486,254.27	1.53 %

Fallbrook Regional Health District

Report #2 - Profit and Loss and YTD

December 2025

	TOTAL	
	DEC 2025	JUL - DEC, 2025 (YTD)
Income		
Interest Income - Foundation	318.08	318.08
Property Tax Revenue	382,755.23	1,565,720.41
Rental Income	950.00	5,554.29
Wellness Center Income - Event/Space Rental		425.00
Total Income	\$384,023.31	\$1,572,017.78
GROSS PROFIT	\$384,023.31	\$1,572,017.78
Expenses		
Advertising & Promotions	998.01	13,542.05
Auto Expenses	206.70	3,292.80
Community Health Contracts		
Boys & Girls Club of North County - TP		18,978.40
Boys & Girls Club of North County - WS		19,539.00
D'Vine Path		29,250.00
Fallbrook Food Pantry	40,000.00	130,000.00
Fallbrook Senior Citizens		22,500.00
Foundation for Senior Care		42,750.00
Reins Therapeutic Horsemanship Program		13,500.00
San Diego Children's Discovery Museum		9,000.00
Voices for Children		6,750.00
Youth Fitness Grants		
Bonsall/Fallbrook Little League		5,000.00
Boys & Girls Club North County - Soccer		5,000.00
Fallbrook Band Boosters		5,000.00
Fallbrook Girls Softball		5,000.00
Total Youth Fitness Grants		20,000.00
Total Community Health Contracts	40,000.00	312,267.40
District Direct Care Services		
District Sponsored Events		33.82
Health Services & Clinics	10,167.21	99,805.08
Total District Direct Care Services	10,167.21	99,838.90
Dues & Subscriptions	881.95	19,409.94
Education & Conferences	1,431.60	50,043.55
Equipment Lease	1,592.55	9,709.88
General Insurance	2,747.80	14,885.62
IT Services	600.00	3,600.00

Fallbrook Regional Health District

Report #2 - Profit and Loss and YTD

December 2025

	TOTAL	
	DEC 2025	JUL - DEC, 2025 (YTD)
Legal & Accounting services		
Accounting	3,500.00	21,000.00
Independent Audit	7,500.00	15,500.00
Legal	5,500.00	27,185.50
Total Legal & Accounting services	16,500.00	63,685.50
Medical Records Expense	2,850.88	14,638.96
Meeting Expenses	1,016.60	2,414.37
Office Expenses		
General Office Expenses	159.50	1,150.02
Maintenance & Repairs	5,874.78	34,347.46
Office Supplies	1,321.33	4,027.84
Postage & Shipping		437.03
Software & Website	701.58	6,078.37
Total Office Expenses	8,057.19	46,040.72
Other Tax and Licenses		(266.58)
Payroll Expenses		
Board Stipends	1,984.50	10,143.00
Employee Benefits	23,226.15	72,159.09
Payroll Processing Fees	396.88	2,348.48
Payroll Taxes	5,716.70	32,606.12
Salaries	70,516.68	414,317.30
Simple IRA Match	1,750.17	10,501.02
Vacation & Sick Leave	(7,857.18)	(9,310.88)
Workers Compensation	306.80	2,323.80
Total Payroll Expenses	96,040.70	535,087.93
Property Management Fees	600.00	600.00
Utilities		
Cell Phones	531.88	2,495.55
General Utilities	2,681.29	18,776.84
Internet/Telephone	1,644.96	7,824.79
Total Utilities	4,858.13	29,097.18
Total Expenses	\$188,549.32	\$1,217,888.22
NET OPERATING INCOME	\$195,473.99	\$354,129.56
Other Income		
Interest/Dividend Income	28,189.19	167,064.73
Unrealized Gain/Loss - LAIF		(485.81)
Unrealized Gain/Loss CalTrust - Medium Term		15,853.28
Total Other Income	\$28,189.19	\$182,432.20

Fallbrook Regional Health District

Report #2 - Profit and Loss and YTD

December 2025

	TOTAL	
	DEC 2025	JUL - DEC, 2025 (YTD)
Other Expenses		
Depreciation Expense		
Depreciation Expense - Brandon Road	1,108.42	6,650.52
Depreciation Expense - Mission Road	4,204.50	25,227.00
Total Depreciation Expense	5,312.92	31,877.52
Total Other Expenses	\$5,312.92	\$31,877.52
NET OTHER INCOME	\$22,876.27	\$150,554.68
NET INCOME	\$218,350.26	\$504,684.24

Fallbrook Regional Health District

Report #3 - Profit & Loss Actual vs Operating Plan FY 25 - 26 - District

July - December, 2025

	ADMINISTRATIVE				WELLNESS CENTER				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income												
Interest Income - Foundation	318.08		318.08						\$318.08	\$0.00	\$318.08	0.00%
Program Fees						0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
Property Tax Revenue	1,565,720.41	1,576,464.02	(10,743.61)	99.32 %					\$1,565,720.41	\$1,576,464.02	\$ (10,743.61)	99.32 %
Rental Income	4,879.29	4,080.00	799.29	119.59 %	675.00		675.00		\$5,554.29	\$4,080.00	\$1,474.29	136.13 %
Wellness Center Income - Event/Space Rental		1,500.00	(1,500.00)		425.00	1,500.00	(1,075.00)	28.33 %	\$425.00	\$3,000.00	\$ (2,575.00)	14.17 %
Total Income	\$1,570,917.78	\$1,582,044.02	\$ (11,126.24)	99.30 %	\$1,100.00	\$1,500.00	\$ (400.00)	73.33 %	\$1,572,017.78	\$1,583,544.02	\$ (11,526.24)	99.27 %
GROSS PROFIT	\$1,570,917.78	\$1,582,044.02	\$ (11,126.24)	99.30 %	\$1,100.00	\$1,500.00	\$ (400.00)	73.33 %	\$1,572,017.78	\$1,583,544.02	\$ (11,526.24)	99.27 %
Expenses												
Advertising & Promotions	4,205.85	750.00	3,455.85	560.78 %	9,336.20	4,500.00	4,836.20	207.47 %	\$13,542.05	\$5,250.00	\$8,292.05	257.94 %
Auto Expenses	3,035.00	784.14	2,250.86	387.05 %	257.80	450.00	(192.20)	57.29 %	\$3,292.80	\$1,234.14	\$2,058.66	266.81 %
Community Health Contracts									\$0.00	\$0.00	\$0.00	0.00%
Boys & Girls Club of North County - TP	18,978.40	18,978.40	0.00	100.00 %					\$18,978.40	\$18,978.40	\$0.00	100.00 %
Boys & Girls Club of North County - WS	19,539.00	19,539.00	0.00	100.00 %					\$19,539.00	\$19,539.00	\$0.00	100.00 %
D'Vine Path	29,250.00	29,250.00	0.00	100.00 %					\$29,250.00	\$29,250.00	\$0.00	100.00 %
Fallbrook Food Pantry	130,000.00	50,000.00	80,000.00	260.00 %					\$130,000.00	\$50,000.00	\$80,000.00	260.00 %
Fallbrook Senior Citizens	22,500.00	22,500.00	0.00	100.00 %					\$22,500.00	\$22,500.00	\$0.00	100.00 %
Foundation for Senior Care	42,750.00	42,750.00	0.00	100.00 %					\$42,750.00	\$42,750.00	\$0.00	100.00 %
NC Fire JPA (Ambulance)		100,000.00	(100,000.00)						\$0.00	\$100,000.00	\$ (100,000.00)	0.00%
Reins Therapeutic Horsemanship Program	13,500.00	13,500.00	0.00	100.00 %					\$13,500.00	\$13,500.00	\$0.00	100.00 %
San Diego Children's Discovery Museum	9,000.00	9,000.00	0.00	100.00 %					\$9,000.00	\$9,000.00	\$0.00	100.00 %
Voices for Children	6,750.00	6,750.00	0.00	100.00 %					\$6,750.00	\$6,750.00	\$0.00	100.00 %
Youth Fitness Grants									\$0.00	\$0.00	\$0.00	0.00%
Bonsall/Fallbrook Little League	5,000.00	5,000.00	0.00	100.00 %					\$5,000.00	\$5,000.00	\$0.00	100.00 %
Boys & Girls Club North County - Soccer	5,000.00	5,000.00	0.00	100.00 %					\$5,000.00	\$5,000.00	\$0.00	100.00 %
Fallbrook Band Boosters	5,000.00	5,000.00	0.00	100.00 %					\$5,000.00	\$5,000.00	\$0.00	100.00 %
Fallbrook Girls Softball	5,000.00	5,000.00	0.00	100.00 %					\$5,000.00	\$5,000.00	\$0.00	100.00 %
Total Youth Fitness Grants	20,000.00	20,000.00	0.00	100.00 %					\$20,000.00	\$20,000.00	\$0.00	100.00 %
Total Community Health Contracts	312,267.40	332,267.40	(20,000.00)	93.98 %					\$312,267.40	\$332,267.40	\$ (20,000.00)	93.98 %
District Direct Care Services									\$0.00	\$0.00	\$0.00	0.00%
District Sponsored Events		0.00	0.00		33.82	5,000.00	(4,966.18)	0.68 %	\$33.82	\$5,000.00	\$ (4,966.18)	0.68 %
Health Services & Clinics		250,000.02	(250,000.02)		99,805.08	103,069.98	(3,264.90)	96.83 %	\$99,805.08	\$353,070.00	\$ (253,264.92)	28.27 %
Total District Direct Care Services		250,000.02	(250,000.02)		99,838.90	108,069.98	(8,231.08)	92.38 %	\$99,838.90	\$358,070.00	\$ (258,231.10)	27.88 %
Dues & Subscriptions	18,453.94	18,395.00	58.94	100.32 %	956.00	1,895.00	(939.00)	50.45 %	\$19,409.94	\$20,290.00	\$ (880.06)	95.66 %
Education & Conferences	34,536.33	36,385.52	(1,849.19)	94.92 %	15,507.22	28,956.65	(13,449.43)	53.55 %	\$50,043.55	\$65,342.17	\$ (15,298.62)	76.59 %
Equipment Lease	4,854.94	4,777.68	77.26	101.62 %	4,854.94	4,777.62	77.32	101.62 %	\$9,709.88	\$9,555.30	\$154.58	101.62 %
General Election		0.00	0.00						\$0.00	\$0.00	\$0.00	0.00%
General Insurance	6,642.22	8,010.00	(1,367.78)	82.92 %	8,243.40	8,010.00	233.40	102.91 %	\$14,885.62	\$16,020.00	\$ (1,134.38)	92.92 %
IT Services	1,800.00	2,100.00	(300.00)	85.71 %	1,800.00	2,100.00	(300.00)	85.71 %	\$3,600.00	\$4,200.00	\$ (600.00)	85.71 %
Legal & Accounting services									\$0.00	\$0.00	\$0.00	0.00%
Accounting	21,000.00	21,000.00	0.00	100.00 %					\$21,000.00	\$21,000.00	\$0.00	100.00 %
Independent Audit	15,500.00	18,500.00	(3,000.00)	83.78 %					\$15,500.00	\$18,500.00	\$ (3,000.00)	83.78 %
Legal	24,564.04	33,000.00	(8,435.96)	74.44 %	2,621.46	0.00	2,621.46		\$27,185.50	\$33,000.00	\$ (5,814.50)	82.38 %
Total Legal & Accounting services	61,064.04	72,500.00	(11,435.96)	84.23 %	2,621.46	0.00	2,621.46		\$63,685.50	\$72,500.00	\$ (8,814.50)	87.84 %
Medical Records Expense	14,638.96	26,800.00	(12,161.04)	54.62 %					\$14,638.96	\$26,800.00	\$ (12,161.04)	54.62 %

Fallbrook Regional Health District

Report #3 - Profit & Loss Actual vs Operating Plan FY 25 - 26 - District

July - December, 2025

	ADMINISTRATIVE				WELLNESS CENTER				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Meeting Expenses	1,518.36	2,150.00	(631.64)	70.62 %	896.01	300.00	596.01	298.67 %	\$2,414.37	\$2,450.00	\$ (35.63)	98.55 %
Office Expenses									\$0.00	\$0.00	\$0.00	0.00%
General Office Expenses	631.43	1,775.00	(1,143.57)	35.57 %	518.59	1,350.00	(831.41)	38.41 %	\$1,150.02	\$3,125.00	\$ (1,974.98)	36.80 %
Maintenance & Repairs	15,351.63	18,222.70	(2,871.07)	84.24 %	18,995.83	18,749.50	246.33	101.31 %	\$34,347.46	\$36,972.20	\$ (2,624.74)	92.90 %
Office Equipment & Fixtures						0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
Office Supplies	2,288.21	2,250.00	38.21	101.70 %	1,739.63	2,400.00	(660.37)	72.48 %	\$4,027.84	\$4,650.00	\$ (622.16)	86.62 %
Postage & Shipping	437.03	539.76	(102.73)	80.97 %		115.00	(115.00)		\$437.03	\$654.76	\$ (217.73)	66.75 %
Software & Website	3,440.43	2,745.88	694.55	125.29 %	2,637.94	3,200.50	(562.56)	82.42 %	\$6,078.37	\$5,946.38	\$131.99	102.22 %
Total Office Expenses	22,148.73	25,533.34	(3,384.61)	86.74 %	23,891.99	25,815.00	(1,923.01)	92.55 %	\$46,040.72	\$51,348.34	\$ (5,307.62)	89.66 %
Other Tax and Licenses	(266.58)		(266.58)						\$ (266.58)	\$0.00	\$ (266.58)	0.00%
Payroll Expenses									\$0.00	\$0.00	\$0.00	0.00%
Board Stipends	10,143.00	13,230.00	(3,087.00)	76.67 %					\$10,143.00	\$13,230.00	\$ (3,087.00)	76.67 %
Employee Benefits	28,089.34	28,755.67	(666.33)	97.68 %	44,069.75	36,000.00	8,069.75	122.42 %	\$72,159.09	\$64,755.67	\$7,403.42	111.43 %
Payroll Processing Fees	1,174.24	1,074.60	99.64	109.27 %	1,174.24	716.40	457.84	163.91 %	\$2,348.48	\$1,791.00	\$557.48	131.13 %
Payroll Taxes	22,158.08	22,783.56	(625.48)	97.25 %	10,448.04	10,543.14	(95.10)	99.10 %	\$32,606.12	\$33,326.70	\$ (720.58)	97.84 %
Salaries	277,614.33	284,794.74	(7,180.41)	97.48 %	136,702.97	131,789.52	4,913.45	103.73 %	\$414,317.30	\$416,584.26	\$ (2,266.96)	99.46 %
Simple IRA Match	6,620.94	8,543.82	(1,922.88)	77.49 %	3,880.08	15,238.19	(11,358.11)	25.46 %	\$10,501.02	\$23,782.01	\$ (13,280.99)	44.16 %
Vacation & Sick Leave	(7,958.08)		(7,958.08)		(1,352.80)	0.00	(1,352.80)		\$ (9,310.88)	\$0.00	\$ (9,310.88)	0.00%
Workers Compensation	1,403.40	9,000.00	(7,596.60)	15.59 %	920.40	8,940.00	(8,019.60)	10.30 %	\$2,323.80	\$17,940.00	\$ (15,616.20)	12.95 %
Total Payroll Expenses	339,245.25	368,182.39	(28,937.14)	92.14 %	195,842.68	203,227.25	(7,384.57)	96.37 %	\$535,087.93	\$571,409.64	\$ (36,321.71)	93.64 %
Property Management Fees	600.00	500.00	100.00	120.00 %					\$600.00	\$500.00	\$100.00	120.00 %
Utilities									\$0.00	\$0.00	\$0.00	0.00%
Cell Phones	1,527.06	1,200.00	327.06	127.26 %	968.49	900.00	68.49	107.61 %	\$2,495.55	\$2,100.00	\$395.55	118.84 %
General Utilities	7,402.72	8,619.43	(1,216.71)	85.88 %	11,374.12	16,300.00	(4,925.88)	69.78 %	\$18,776.84	\$24,919.43	\$ (6,142.59)	75.35 %
Internet/Telephone	4,202.31	3,660.36	541.95	114.81 %	3,622.48	3,150.00	472.48	115.00 %	\$7,824.79	\$6,810.36	\$1,014.43	114.90 %
Total Utilities	13,132.09	13,479.79	(347.70)	97.42 %	15,965.09	20,350.00	(4,384.91)	78.45 %	\$29,097.18	\$33,829.79	\$ (4,732.61)	86.01 %
Total Expenses	\$837,876.53	\$1,162,615.28	\$ (324,738.75)	72.07 %	\$380,011.69	\$408,451.50	\$ (28,439.81)	93.04 %	\$1,217,888.22	\$1,571,066.78	\$ (353,178.56)	77.52 %
NET OPERATING INCOME	\$733,041.25	\$419,428.74	\$313,612.51	174.77 %	\$ (378,911.69)	\$ (406,951.50)	\$28,039.81	93.11 %	\$354,129.56	\$12,477.24	\$341,652.32	2,838.20 %
Other Income												
Interest/Dividend Income	167,064.73	0.00	167,064.73						\$167,064.73	\$0.00	\$167,064.73	0.00%
Unrealized Gain/Loss - LAIF	(485.81)		(485.81)						\$ (485.81)	\$0.00	\$ (485.81)	0.00%
Unrealized Gain/Loss CalTrust - Medium Term	15,853.28		15,853.28						\$15,853.28	\$0.00	\$15,853.28	0.00%
Total Other Income	\$182,432.20	\$0.00	\$182,432.20	0.00%	\$0.00	\$0.00	\$0.00	0.00%	\$182,432.20	\$0.00	\$182,432.20	0.00%
Other Expenses												
Depreciation Expense									\$0.00	\$0.00	\$0.00	0.00%
Depreciation Expense - Brandon Road	6,650.52		6,650.52						\$6,650.52	\$0.00	\$6,650.52	0.00%
Depreciation Expense - Mission Road					25,227.00		25,227.00		\$25,227.00	\$0.00	\$25,227.00	0.00%
Total Depreciation Expense	6,650.52	\$0.00	6,650.52	0.00%	25,227.00	\$0.00	25,227.00	0.00%	\$31,877.52	\$0.00	\$31,877.52	0.00%
Total Other Expenses	\$6,650.52	\$0.00	\$6,650.52	0.00%	\$25,227.00	\$0.00	\$25,227.00	0.00%	\$31,877.52	\$0.00	\$31,877.52	0.00%
NET OTHER INCOME	\$175,781.68	\$0.00	\$175,781.68	0.00%	\$ (25,227.00)	\$0.00	\$ (25,227.00)	0.00%	\$150,554.68	\$0.00	\$150,554.68	0.00%
NET INCOME	\$908,822.93	\$419,428.74	\$489,394.19	216.68 %	\$ (404,138.69)	\$ (406,951.50)	\$2,812.81	99.31 %	\$504,684.24	\$12,477.24	\$492,207.00	4,044.84 %

INVESTMENT COMPLIANCE REPORT

This report is provided in compliance with Section 53646 of the California Government Code and aligns with best practice recommendations outlined in the Local Agency Investment Guidelines (LAIG).

LOCAL AGENCY INVESTMENT FUND (LAIF)

Through the Pooled Money Investment Account (PMIA), the State Treasurer invests taxpayers' money to manage the State's cash flow and strengthen the financial security of local governmental entities. PMIA policy sets as primary investment objectives safety, liquidity and yield.

As of December 31, 2025, the District's balance was \$385,840.22. This represents 4.50% of the District's investment portfolio. The Average Monthly Effective Yield for the month of December, 2025 was 4.025%. In December 2025, the District reported \$0.00 in quarterly earnings.

As of December 31, 2025, the PMIA's holdings include US Treasury Securities, Federal Agency Debentures and Discount Notes, along with CDs and Commercial Paper.

CalTRUST

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

The District is invested in two CalTRUST Funds: Medium Term Fund and Liquidity Fund. As of December 31, 2025, the District's closing Net Asset Value was \$6,699,025.83. This represents 78.24% of the District's investment portfolio.

In December, 2025, the District earned \$23,340.15 in dividend income and reported \$0.00 in unrealized gains/losses. The One Year Yield on the Medium-Term Fund was 4.10% and the One Year Yield on the Liquidity Fund was 4.39%.

As of December 31, 2025, CalTRUST's holdings include US Treasury Securities, Investment Grade Corporates, Commercial Paper and CD's.

California CLASS

The California Cooperative Liquid Assets Securities System (California CLASS) is a pooled investment option that invests in high-quality, short-to-medium-term securities that prioritize principal preservation. The California CLASS management has appointed Public Trust Advisors, LLC to serve as the Investment Advisor and Administrator. As of December 31, 2025, the District's balance was \$1,477,540.87. This represents 17.26% of the District's investment portfolio. In December, 2025, the District reported \$4,849.04 in earnings. The 30-day average yield was 3.8767%.

As of December 31, 2025, California CLASS's holdings include US Treasury Securities, Federal Agency Securities, and CD's.

The investments of the District are in compliance with the District's 2025-2026 Investment Policy. The balances in the District's investment accounts give the District the ability to meet its expenditure requirements for the next twelve (12) months.



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 Granite Bay, CA 95746
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Investment Account Summary

12/01/2025 through 12/31/2025

SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Dec 31 (\$)	Value on Dec 31 (\$)	Average Cost Amount (\$)	Cumulative Change in Value (\$)
FALLBROOK REGIONAL HEALTH DISTRICT						
CalTRUST Medium Term Fund	[REDACTED]	532,477.166	9.93	5,287,498.26	5,327,380.12	(39,881.86)
CalTRUST Liquidity Fund	[REDACTED]	1,411,527.570	1.00	1,411,527.57	1,411,527.57	0.00
Portfolios Total value as of 12/31/2025				6,699,025.83		

DETAIL OF TRANSACTION ACTIVITY

Activity Description	Activity Date	Amount (\$)	Amount in Shares	Balance in Shares	Price per Share (\$)	Balance (\$)	Average Cost Amt (\$)	Realized Gain/(Loss) (\$)
		FALLBROOK REGIONAL HEALTH DISTRICT					Account Number: [REDACTED]	
CalTRUST Medium Term Fund								
Beginning Balance	12/01/2025			530,596.326	9.93	5,268,821.52		
Accrual Income Div Reinvestment	12/31/2025	18,676.74	1,880.840	532,477.166	9.93	5,287,498.26	0.00	0.00
Change in Value						0.00		
Closing Balance as of	Dec 31			532,477.166	9.93	5,287,498.26		
		FALLBROOK REGIONAL HEALTH DISTRICT					Account Number: [REDACTED]	
CalTRUST Liquidity Fund								
Beginning Balance	12/01/2025			1,406,864.160	1.00	1,406,864.16		
Accrual Income Div Reinvestment	12/31/2025	4,663.41	4,663.410	1,411,527.570	1.00	1,411,527.57	0.00	0.00
Change in Value						0.00		
Closing Balance as of	Dec 31			1,411,527.570	1.00	1,411,527.57		

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



Summary Statement

December 31, 2025

Page 1 of 3

Investor ID: [REDACTED]

0000078-0000346 PDF 878745

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

California CLASS

California CLASS

Average Monthly Yield: 3.8767%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
[REDACTED]	FRHD_CLASS_Prime	1,472,691.83	0.00	0.00	4,849.04	55,758.11	1,472,848.25	1,477,540.87
TOTAL		1,472,691.83	0.00	0.00	4,849.04	55,758.11	1,472,848.25	1,477,540.87



Account Number: [REDACTED]

FRHD_CLASS_Prime

Account Summary

Average Monthly Yield: 3.8767%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,472,691.83	0.00	0.00	4,849.04	55,758.11	1,472,848.25	1,477,540.87

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
12/01/2025	Beginning Balance			1,472,691.83	
12/31/2025	Income Dividend Reinvestment	4,849.04			
12/31/2025	Ending Balance			1,477,540.87	



California CLASS

California CLASS

Date	Dividend Rate	Daily Yield
12/01/2025	0.000111607	4.0703%
12/02/2025	0.000111341	4.0640%
12/03/2025	0.000109861	4.0099%
12/04/2025	0.000108995	3.9783%
12/05/2025	0.000326559	3.9731%
12/06/2025	0.000000000	3.9731%
12/07/2025	0.000000000	3.9731%
12/08/2025	0.000109137	3.9835%
12/09/2025	0.000108986	3.9780%
12/10/2025	0.000108590	3.9636%
12/11/2025	0.000106753	3.8965%
12/12/2025	0.000313020	3.8084%
12/13/2025	0.000000000	3.8084%
12/14/2025	0.000000000	3.8084%
12/15/2025	0.000104665	3.8203%
12/16/2025	0.000104605	3.8181%
12/17/2025	0.000103916	3.7929%
12/18/2025	0.000104064	3.7983%
12/19/2025	0.000312213	3.7986%
12/20/2025	0.000000000	3.7986%
12/21/2025	0.000000000	3.7986%
12/22/2025	0.000104458	3.8127%
12/23/2025	0.000104475	3.8134%
12/24/2025	0.000208438	3.8040%
12/25/2025	0.000000000	3.8040%
12/26/2025	0.000314034	3.8208%
12/27/2025	0.000000000	3.8208%
12/28/2025	0.000000000	3.8208%
12/29/2025	0.000105620	3.8551%
12/30/2025	0.000105603	3.8545%
12/31/2025	0.000105696	3.8579%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

California State Treasurer *Fiona Ma, CPA*



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

January 05, 2026

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

FALLBROOK REGIONAL HEALTH DISTRICT

DISTRICT ADMINISTRATOR
138 SOUTH BRANDON ROAD
FALLBROOK, CA 92028

[Tran Type Definitions](#)



Account Number: XXXXXXXXXX

December 2025 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	385,840.22
Total Withdrawal:	0.00	Ending Balance:	385,840.22

Fallbrook Regional Health District

Report #5 - Check Detail

December 2025

DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT
Banc of California - Checking				
12/01/2025	Check	15281	Department of Education - MOHELA	(437.50)
				437.50
12/01/2025	Check	15289	U.S. Department of Education	(437.50)
				437.50
12/01/2025	Bill Payment (Check)	15280	Classic Handyman Services	(470.01)
				(470.01)
12/01/2025	Bill Payment (Check)	15287	Rotary Club of Fallbrook	(228.00)
				(228.00)
12/01/2025	Bill Payment (Check)	15290	WCA Inc.	(1,500.00)
				(1,500.00)
12/01/2025	Bill Payment (Check)	15285	Leslie Salmon	(712.50)
				(712.50)
12/01/2025	Bill Payment (Check)	15284	Juana Diaz	(600.00)
				(600.00)
12/01/2025	Bill Payment (Check)	15286	Portero Services LLC	(2,000.00)
				(2,000.00)
12/01/2025	Bill Payment (Check)	15288	Shirley Saenz	(700.00)
				(700.00)
12/01/2025	Bill Payment (Check)	15278	Amazon Capital Services	(329.65)
				(329.65)
12/01/2025	Bill Payment (Check)	15279	Bonsall Chamber of Commerce	(250.00)
				(250.00)
12/01/2025	Bill Payment (Check)	15282	Jasmine Thomas	(47.60)
				(47.60)
12/01/2025	Bill Payment (Check)	15283	Jessalyn Lopez	(30.80)
				(30.80)
12/02/2025	Expense		CalPERS	(9,283.98)
				5,748.74
				3,535.24
12/04/2025	Expense		ADP, LLC	(25,079.32)

Fallbrook Regional Health District

Report #5 - Check Detail

December 2025

DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT
				(25,079.32)
12/04/2025	Expense		ADP, LLC	(10,667.92)
				(10,667.92)
12/04/2025	Expense		Iron Mountain	(2,850.88)
				2,850.88
12/08/2025	Expense		American Funds Investment	(6,945.97)
				(6,945.97)
12/08/2025	Expense		Fallbrook Waste & Recycling - S. Brandon	(107.68)
				107.68
12/08/2025	Expense		Fallbrook Waste & Recycling - E. Mission	(218.22)
				218.22
12/09/2025	Bill Payment (Check)	15294	Colantuono, Highsmith & Whatley, PC	(5,500.00)
				(5,500.00)
12/09/2025	Bill Payment (Check)	15306	T-Mobile	(115.94)
				(115.94)
12/09/2025	Bill Payment (Check)	15292	America's Janitorial Service	(968.20)
				(968.20)
12/09/2025	Bill Payment (Check)	15297	Juana Diaz	(400.00)
				(400.00)
12/09/2025	Bill Payment (Check)	15291	Amazon Capital Services	(211.03)
				(211.03)
12/09/2025	Bill Payment (Check)	15301	Small Steps Coaching	(700.00)
				(700.00)
12/09/2025	Bill Payment (Check)	15295	Culligan of San Diego	(170.81)
				(170.81)
12/09/2025	Bill Payment (Check)	15298	Knight Security & Fire Systems	(44.00)
				(44.00)
12/09/2025	Bill Payment (Check)	15296	Fowler Pest Control, Inc.	(252.00)
				(252.00)
12/09/2025	Bill Payment (Check)	15299	Rotary Club of Fallbrook Village	(35.00)

Fallbrook Regional Health District

Report #5 - Check Detail

December 2025

DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT
				(35.00)
12/09/2025	Bill Payment (Check)	15305	Susan Woodward	(1,500.00)
				(1,500.00)
12/09/2025	Bill Payment (Check)	15293	Bianca Heyming	(75.60)
				(75.60)
12/09/2025	Bill Payment (Check)	15300	Safe and Sound Security	(75.87)
				(75.87)
12/09/2025	Bill Payment (Check)	15302	Spectrum - Mission	(538.75)
				(538.75)
12/09/2025	Bill Payment (Check)	15303	Spectrum Business-Brandon	(326.25)
				(326.25)
12/09/2025	Bill Payment (Check)	15304	Springston Design LLC	(600.00)
				(600.00)
12/09/2025	Bill Payment (Check)	15307	JW Mechanical	(23,275.00)
				(23,275.00)
12/09/2025	Expense		SDG&E - 6994 - Brandon	(684.34)
				684.34
12/09/2025	Expense		SDG&E - 6994 - Brandon	(849.07)
				849.07
12/09/2025	Expense		FPUD - 7720-003 - E. Mission Rd.	(474.41)
				474.41
12/09/2025	Expense		FPUD - 7720-002 - E. Mission Rd.	(52.48)
				52.48
12/09/2025	Expense		FPUD - 7720-001	(242.61)
				242.61
12/09/2025	Expense		FPUD - 7721-000	(52.48)
				52.48
12/12/2025	Expense		ADP, LLC	(218.94)
				109.47
				109.47

Fallbrook Regional Health District

Report #5 - Check Detail

December 2025

DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT
12/15/2025	Check	15308	Fallbrook Food Pantry	(40,000.00) 40,000.00
12/15/2025	Check	15309	Skinny Gene Project	(4,200.00) 4,200.00
12/15/2025	Check	15310	Michelle's Place Cancer Resource Center	(3,541.66) 3,541.66
12/16/2025	Bill Payment (Check)	15311	Juana Diaz	(400.00) (400.00)
12/16/2025	Bill Payment (Check)	15312	Amazon Capital Services	(96.86) (96.86)
12/16/2025	Bill Payment (Check)	15313	SDRMA	(14,163.20) (14,163.20)
12/16/2025	Bill Payment (Check)	15314	National Council for Mental Wellbeing	(1,633.49) (1,633.49)
12/16/2025	Bill Payment (Check)	15315	Culligan of Escondido	(66.44) (66.44)
12/16/2025	Bill Payment (Check)	15316	Five Star Bank - CC	(5,139.79) (5,139.79)
12/16/2025	Bill Payment (Check)	15317	Nigro & Nigro	(7,500.00) (7,500.00)
12/16/2025	Bill Payment (Check)	15318	Impact Marketing & Design, Inc.	(385.52) (385.52)
12/18/2025	Expense		ADP, LLC	(10,777.42) (10,777.42)
12/18/2025	Expense		ADP, LLC	(24,070.78) (24,070.78)
12/23/2025	Bill Payment (Check)	15319	24 Hour Elevator Inc.	(272.97) (272.97)
12/23/2025	Bill Payment (Check)	15324	Sun Realty	(600.00) (600.00)

Fallbrook Regional Health District

Report #5 - Check Detail

December 2025

DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT
12/23/2025	Bill Payment (Check)	15322	FRHD - Five Star Bank	(105,186.00) (105,186.00)
12/23/2025	Bill Payment (Check)	15320	Amazon Capital Services	(878.81) (878.81)
12/23/2025	Bill Payment (Check)	15325	Vista Lock & Safe Co.	(267.61) (267.61)
12/23/2025	Bill Payment (Check)	15321	California Association of Nonprofits	(250.00) (250.00)
12/23/2025	Bill Payment (Check)	15323	Impact Marketing & Design, Inc.	(347.74) (347.74)
12/26/2025	Expense		ADP, LLC	(177.94) 88.97 88.97
12/26/2025	Expense		Konica Minolta	(1,592.55) 796.27 796.28
12/30/2025	Bill Payment (Check)	15331	Village News	(89.95) (89.95)
12/30/2025	Bill Payment (Check)	15327	LDC Always Green Landscape	(1,080.00) (1,080.00)
12/30/2025	Bill Payment (Check)	15330	T-Mobile	(115.94) (115.94)
12/30/2025	Bill Payment (Check)	15326	Juana Diaz	(400.00) (400.00)
12/30/2025	Bill Payment (Check)	15328	Portero Services LLC	(2,000.00) (2,000.00)
12/30/2025	Bill Payment (Check)	15329	Spectrum Business-Brandon	(326.25) (326.25)
12/30/2025	Check	15332	Bianca Heyming	(45.49) 22.75 22.74

Fallbrook Regional Health District

Report #5 - Check Detail

December 2025

DATE	TRANSACTION TYPE	NUM NAME	AMOUNT
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ACCOUNTS PAYABLE

Account Number: XXXX XXXX XXXX 0944

ACCOUNT SUMMARY	
Credit Limit	\$15,000.00
Credit Available	\$11,193.00
Statement Closing Date	December 31, 2025
Days in Billing Cycle	31
Previous Balance	\$5,139.79
- Payments & Credits	\$6,773.28
+ Purchases & Other Charges	\$5,390.01
+ Cash Advances	\$0.00
+ Finance Charges	\$0.00
= New Balance	\$3,756.52
Questions?	Call Cardmember Services 1-855-401-4743
Or Write:	PO Box 332509 Murfreesboro, TN 37133-2509
Or visit:	MyApexCard.com

PAYMENT INFORMATION	
New Balance	\$3,756.52
Minimum Payment Due	\$3,756.52
Payment Due Date	January 25, 2026

Notice: SEE REVERSE SIDE FOR MORE IMPORTANT INFORMATION

TRANSACTIONS

Tran Date	Post Date	Reference Number	Transaction Description	Amount
			TOTAL XXXXXXXXXXXX 0944	\$5,139.79-
12/23	12/23	8559325B500XV5MB3	PAYMENT - THANK YOU	5,139.79-
		JUDITH OSWALD	TOTAL XXXXXXXXXXXX 2307	\$1,333.37
11/30	12/01	5543286AE5SMHK9DG	VBS*VONAGE BUSINESS ATLANTA GA	389.34
12/01	12/01	5550629AFGGM1PFTD	SHAREFILE PAYLINK BURLINGTON MA	70.40
12/03	12/03	1230202AH0033E265	ADOBE SAN JOSE CA	159.91
12/07	12/07	5104323AN1Z2XP3ET	AMERICAN RE 7035169300 VA	180.00
12/20	12/20	5543286B261L58MBR	RIV EXPRESS LANES RIVERSIDE CA	52.70
12/26	12/26	8230509B8EHNFPZ82	CLAUDE.AI SUBSCRIPTION SAN FRANCISCO CA	20.00
12/28	12/28	5550629BAHQ452VF6	SHAREFILE PAYLINK BURLINGTON MA	70.40
12/30	12/30	5543286BQ5VT5QEJA	VBS*VONAGE BUSINESS ATLANTA GA	390.62
		JASMINE THOMAS	TOTAL XXXXXXXXXXXX 8726	\$385.06
11/30	12/01	5543286AE5SJ5E305	FACEBK *QL2CB6ZH42 MENLO PARK CA	105.61
12/05	12/05	1163648AL01FN1LTS	HAWTHORNE COUNTRY STO FALLBROOK CA	23.17

Transactions continued on next page

Please detach bottom portion and submit with payment using enclosed envelope



Cardmember Services
PO BOX 332509
Murfreesboro TN 37133

Payment Information

Account Number: XXXX XXXX XXXX 0944
 Payment Due Date: January 25, 2026
 New Balance: \$3,756.52
 Minimum Payment Due: \$3,756.52
 Past Due Amount: \$0.00

Make Check Payable to:

Amount Enclosed: \$

ACCOUNTS PAYABLE
FALLBROOK REGIONAL HD
138 S BRANDON RD
FALLBROOK CA 92028-2205



Cardmember Services
PO BOX 306005
Nashville TN 37230-6005



TRANSACTIONS (continued)

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/14	12/14	0230537AXEHZM9Q4Z	TRADER JOE S #022 OCEANSIDE CA	45.84
12/17	12/17	8702130AZEHR4JLXX	BONSALLCHAMBER.ORG BONSALL CA	85.00
12/30	12/30	5543286BQ5VMZEOPN	FACEBK *Y8YVJ8ZH42 MENLO PARK CA	125.44
		BIANCA HEYMING	TOTAL XXXXXXXXXXXXX 3600 \$92.06	
12/16	12/16	5526352AZH0GYBV5D	NORTHGATE MARKET #030 FALLBROOK CA	49.11
12/16	12/16	0514048AZLM8SVESN	SPROUTS FARMERS MARK VISTA CA	42.95
		RACHEL MASON-RUNNELLS	TOTAL XXXXXXXXXXXXX 6849 \$1,090.30	
12/10	12/10	0514047AT2X47LZHT	MAJOR MARKET FALLBROOK CA	134.63
12/16	12/16	5543286AZ60M1FVVP	TST*VILLAGE ROOTS DELI FALLBROOK CA	34.24
12/17	12/17	5530959B078A36Y4Q	SAN DIEGO UNION TRIB-S IRVINE CA	14.00
12/22	12/22	5543286B562X5N0A3	SOUTHWES 5262114738496 DALLAS TX	556.60
			RUNNELLS/RACHEL MASON	
		12/23/25 1	SAN DIEGO SACRAMENTO	
		12/26/25 2	SACRAMENTO SAN DIEGO	
12/22	12/22	8271116B5EHMA9H8V	VOICEOFSANDIEGO.ORG SAN DIEGO CA	10.53
12/24	12/24	5543286B66323RDWH	STARBUCKS 8007827282 SEATTLE WA	35.30
12/27	12/27	7541823B975MN97BP	CCI*CONSTANT-CONTACT WALTHAM MA	131.00
12/28	12/28	8230509BBEHMLQQQY	JOTFORM INC SAN FRANCISCO CA	174.00
		THERESA GERACITANO	TOTAL XXXXXXXXXXXXX 9242 \$855.73	
12/04	12/04	0543684AK00DGS510	DOLLAR TREE FALLBROOK CA	20.24
12/09	12/09	0514048APMHE5BYV7	GROCERY OUTLET OF FA FALLBROOK CA	6.73
12/12	12/12	5530959AS764W1HZ0	NATL CNCL FOR BHVRL HT WASHINGTON DC	1,633.49
12/14	12/14	5550080AXGZ0N8NEJ	MYSTIC LUXURY LIMO SAN DIEGO CA	524.00
12/16	12/16	5531020AYA0Y9RWSV	YARD HOUSE ZK 0108322 TEMECULA CA	304.76
12/30	12/30	5530959BQ7QWX704W	NATL CNCL FOR BHVRL HT WASHINGTON CREDIT	1,633.49-

INTEREST CHARGE CALCULATION

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account

Type of Balance	ANNUAL PERCENTAGE RATE (APR)	Expiration Date	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	23.99% (v)	-	\$0.00	31	\$0.00
Cash Advances	21.00% (f)	-	\$0.00	31	\$0.00

(v) = variable (f) = fixed

Fallbrook Regional Health District
Report #7 - Community Development Disbursements
 July - December, 2025

DATE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT
Administration					
07/09/2025		County of San Diego Planning Services	CDD - Sitelogic - COUNTY OF SAN DIEGO PL SAN DIEGO CA	S. Brandon Road:S. Brandon Road - Improvements	739.87
Total for Administration					\$739.87
Wellness Center					
08/01/2025	1896	Kuhlman Scott Architecture	Permits and Printing	E. Mission Road:E. Mission Road - Improvements	997.35
08/29/2025	1873	Kuhlman Scott Architecture		E. Mission Road:E. Mission Road - Improvements	22,950.00
10/01/2025		County of San Diego Planning Services	COUNTY OF SAN DIEGO PL SAN DIEGO CA	E. Mission Road:E. Mission Road - Improvements	571.56
11/02/2025	1236	Active Power Solutions	CDD - Relocate underground conduit	Office Expenses:Maintenance & Repairs	250.00
12/03/2025	1636BAR	JW Mechanical		E. Mission Road:E. Mission Road - Improvements	4,215.00
12/03/2025	1636BBRTU1	JW Mechanical		E. Mission Road:E. Mission Road - Improvements	9,530.00
12/03/2025	1636BBRTU2	JW Mechanical		E. Mission Road:E. Mission Road - Improvements	9,530.00
Total for Wellness Center					\$48,043.91



MINUTES
FINANCE COMMITTEE MEETING
Wednesday, February 4, 2026, at 2:00 pm
138 S. Brandon Road, Fallbrook, CA 92028
First floor Zoom Room

***All meetings are hybrid unless otherwise noted**

In accordance with California Government Code Section 54953 teleconferencing was used for this meeting. Members of the public were able to participate by webinar.

Finance Committee Members- Treasurer/Chair Howard Salmon & Director Sally DeVito

- 1. Call to Order-** In attendance: Treasurer/Chair Howard Salmon & Director Sally DeVito, Chief Executive Officer Rachel Mason, Chief Administrative Officer Judith Oswald, Chief Programs Officer Theresa Geracitano, Certified Public Accountant Susan Woodward, Executive Assistant/Board Clerk Raquel Williams
- 2. Public Comments – Announcement – None**
- 3. Review of Financial Statements for December 2025**
 - Report 1 – Balance Sheet of **December 2025**
 - Report 2 – Profit & Loss - **December 2025**
 - Report 3 – Profit & Loss Actual vs YTD Budget – **December 2025-** Treasurer Howard Salmon commented that certain budget lines were remarkable, CEO Rachel Mason was able to budget within 10% of actual costs.
 - Report 4 – Investment Compliance Report – **December 2025**
 - Report 5 - Check Detail Report as of **December 2025-** Vice Chair Sally DeVito inquired on the double checks that were issued to Michelle's Place. CEO Rachel Mason informed her that there was a glitch with the bookkeeper, and it has been remedied. They have not been overpaid.
 - Report 6 – Credit Card Statements– **December 2025**
 - Report 7 – Community Development Disbursement as of **December 2025**
- 4. Discussion Items-**
 - a. Move Operating Account to Five Star Account and Open Cash Flow Account at Commerce Bank of California – CEO Rachel Mason reiterated her dissatisfaction with Banc of California and has proposed that the District move the accounts to Five Star and Commerce Bank of Ca. for better continuity of business. The Finance committee agrees with CEO Rachel Mason and to move this item to the full Board for approval.
 - b. Recommendation for reimbursement of \$25,000.00 for the Community Development Disbursements- The Finance Committee agrees with the recommendation from the Finance Team for reimbursement of \$25,000.00 for the Community Development Disbursements.
- 5. Board Member Comments and Future Agenda Item-**

Vice-Chair Sally DeVito inquired about how the interviews for the Bookkeeper. CAO Judith Oswald informed the committee that a candidate has been chosen and she accepted the position. The committee can expect to meet her at next month's meeting.

Next Finance Committee Meeting Wednesday, March 4, 2026, at 2:00 pm.

6. Adjournment

There being no further business the meeting was adjourned at 2:40pm

Raquel A Williams

Executive Assistant/Board Clerk



RESOLUTION 475

**RESOLUTION OF THE FALLBROOK REGIONAL HEALTH DISTRICT TO
AUTHORIZE ADMINISTRATORS OF THE FIVE STAR BANK ACCOUNT**

RECITALS

WHEREAS, Health and Safety Code sections 32127 and 32121(k) grant a healthcare district the power to manage financial accounts; and

WHEREAS, the Fallbrook Regional Health District desires to deposit funds with Five Star Bank; and

NOW, THEREFORE, the Board of Directors of the Fallbrook Regional Health District does resolve as follows:

Section 1. Authorization. The Board hereby authorizes Judith Oswald, Chief Administrative Officer, and Rachel Mason, Chief Executive Officer, to deposit funds with Five Star Bank and to act as administrators and signatories on any account with Five Star Bank.

Section 2. Effective Date. This Resolution shall take effect upon its adoption.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Fallbrook Regional Health District held on February 11, 2026, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Jennifer Jeffries, Chair
Board of Directors

ATTEST:

Anabel Canseco, Secretary
Board of Directors

FY 2026.2027 Fallbrook Regional Health District Community Health Contract Grant Application – Questions and Upload requirements.

All file uploads should be submitted as a pdf, but Word or Excel documents will be accepted. Specific document lengths and format will be listed in the application and as noted within this template. All narrative documents should be written with no less than a 12 point font, 1.5 or double spaced, with 1-inch margins, and include the Organization Name in the header.

1. Provide your 501c3 tax designation identification number. -
2. Service Area – *What area(s) does your organization serve (check all that apply).*
3. Organization Name - *Provide the legal name of the organization, as it appears on your 990. If you have a different DBA or nickname, please add that in the box adjacent to the legal name. State NA if the DBA is not applicable.*
4. Contact Information: Submission - *Please add the contact information for the person responsible for the submission and administration of this grant proposal.*
5. Organization Physical Address - *This is the primary address where the Organization provides services.*
6. Is the Organization's mailing address the same as the service address?
 - a. Yes – move to question 7
 - b. No – provide mailing address
7. Date Founded/Services Offered in Fallbrook area - *Provide the legal date your organization was founded, and when did your organization begin offering services in the Greater Fallbrook area?*
 - a. *Date Founded*
 - b. *Date services in Fallbrook area began*
8. Organization’s Mission Statement (150 words).
9. Organization’s Vision Statement (150 words).
10. Statement of Need - *Be sure your file meets our submission requirements as listed on our website, please limit this section to two pages. Discuss the need for your organization’s activities within the service area of the Fallbrook Regional Health District (FRHD). The Statement of Need must clearly relate to your organization's mission and purpose. It should focus on the people you serve, not organizational needs, and it should be well supported by evidence and trends within your service sector. Identify which social determinants of health are addressed within this need. Include qualitative and quantitative data that support your argument, as well as relevant statistics and research, to demonstrate why this is a need within the District. Using the Social Determinants of Health as the model, provide examples of how your organization’s activities support disease prevention or the promotion of healthy lifestyle behaviors. Briefly describe how your organization aligns with FRHD’s strategic priorities of: Diabetes prevention or management, cardiovascular disease management – i.e., hypertension, obesity, mental health, and basic needs and healthcare access.*

FY 2026.2027 Fallbrook Regional Health District Community Health Contract Grant Application – Questions and Upload requirements.

11. Outcomes & Impact - *Be sure your file meets our submission requirements as listed on our website, please limit this section to one page. Discuss how the organization's activities are measured for impact. Provide details on the short and or long-term impact of these activities from within the context of the social determinants of health. Include both qualitative and quantitative data that reflect your organization's impact. Be sure to include how this impacts FRHD's strategic priorities of: Diabetes prevention or management, cardiovascular disease management – i.e., hypertension, obesity, mental health, basic needs and healthcare access.*
12. Organization Collaborations - *Active collaboration is demonstrated by specific ongoing actions that benefit two or more organizations. Explain how this collaboration provides support for your organization. These collaborations may be already established or initiated within the grant cycle. Applications with established or planned collaborations will receive greater consideration. Do not list funders or other financial supporters who are not directly involved in the provision of the service/program. (300 words)*
13. How are other organizations addressing these needs in the community? - *What other organizations within the community offer similar programs/services that address the needs outlined in your Statement of Need section? Explain why your organization's provision of services is different from/or compliments offerings from other providers.*
14. Funding Amount Being Requested - *We encourage you to request an amount that reasonably reflects your organization's size, budget, and community impact. With a limited grantmaking budget and a commitment to support as many qualified applicants as possible we ask that you thoughtfully consider your organization's needs and overall context when determining your request. Final grant award amounts may differ from the requested figure.*
15. Organization Budget - *Upload your organization's budget. You may include a single page budget narrative to help explain unique aspects of your operations.*
16. Additional Funding Support - *Upload a list of funding partners for the last two years. Grants should be listed by funding entity name, amount awarded and date. Include a separate line that reports the total, by year, for organizational funding support from events and general donations. Donor names do not need to be disclosed.*
17. Projected number of residents that directly benefit (participant/client) from your organization's services and programs in FY26.27 - July to June.
18. Target Population: Age - *List the percentages and number of your program participants' ages. Percentages must add up to 100%.*
 - a. *Children (infants to 12)*
 - b. *Young Adults (13-17)*
 - c. *Adults (18-60)*
 - d. *Seniors (60+)*
 - e. *We do not collect this data (indicate with 100%)**

FY 2026.2027 Fallbrook Regional Health District Community Health Contract Grant Application – Questions and Upload requirements.

19. *Target Population not collected: Age - *If you indicated that you do not collect data on the above question, please provide a rationale as to why that information is not sought. Write NA if this question does not apply to your organization.*
20. Target Population: Gender - *List the percentages of your program participants' gender identification. Percentages must add up to 100%.*
- a. *Female*
 - b. *Male*
 - c. *Non-binary/Other*
 - d. *Unknown**
21. *Target Population: Gender - *If you indicated that you do not collect data on the above question, please provide a rationale as to why that information is not sought. Write NA if this question does not apply to your organization.*
22. Target Population: Income Level - *List the percentages of your program participants' income limit category - 2024 HUD – AMI Income limits (4 person family). Percentages must add up to 100%. **
- a. **Target Population - Income Level - If you indicated that you do not collect data on the above question, please provide a rationale as to why that information is not sought. Write NA if this question does not apply to your organization*
23. In what language(s) does your organization provide services? –
- a. *English*
 - b. *Spanish*
 - c. *Tagalog*
 - d. *Chinese (Mandarin/Cantonese)*
 - e. *Other*
24. What demographic group does your organization program predominately serve? - *Select the one category that best describes your program's participants.*
- a. *Youth- School based*
 - b. *You – other setting*
 - c. *Community Health & Fitness*
 - d. *Older Adults*
 - e. *Special Populations*

Anticipated Acknowledgment - Please describe how the Fallbrook Regional Health District's investment in your organization will be acknowledged. This includes all print and electronic materials, press releases, website references, and any other form of written and verbal publicity that relates to the grant funding.

25. Anticipated Acknowledgment - *Please select the methods by which the Organization will acknowledge the District's investment of funding.*
- a. *Social Media Postings*

FY 2026.2027 Fallbrook Regional Health District Community Health Contract Grant Application – Questions and Upload requirements.

- b. *Signage as Service Sites*
- c. *Print Materials to Service Recipients*
- d. *Website Display*
- e. *Other*

26. Anticipated Acknowledgment - *Please explain how the District's name or logo will be promoted. If social media is selected, please identify which platforms your organization utilizes.*

Site Visits & Board of Directors Meetings - Members of the Fallbrook Regional Health District's Board of Directors or staff may perform a site visit prior to the announcement of funding awards. If awarded, District Board members or staff may ask to visit your organization's Board of Director's meeting as a guest. Please provide information regarding your organization's hours of operation and date/time when your Board meetings occur.

27. Hours of Operation - *Provide the days and times when site visits can be made to the organization. Note that the site visit should be able to observe service activities when possible.*

28. Dates/Times of Organization Board of Directors Meetings - *Provide the days and times when your organization's Board of Directors meet. If these meetings do not occur on a regular basis, please explain how these meetings are arranged.*

29. Board of Directors - *Upload a list of your Board of Directors: including Full Name - First, Last, Board Position, Professional Affiliation/Industry and contact email address.*

30. Financial Documents: Audit - *Most recent audited financials with management letter. If your agency does not have audited financials, please contact the District. *Please note that audited financials will be required for any agency older than 5 years or with an annual budget over \$500,000.*

31. Financial Documents: P&L/Income Statement and Balance Sheet - *From the most recent fiscal year end.*

32. Financial Documents: 990 - *Most recent fiscal year end.*

33. Terms and Conditions - *Checking this box certifies that all information presented in, or attached to, this application is complete and accurate, and that the organization is aware and will comply with the District's grant policies as posted.*

Rights Reserved by the Board of Directors - found online at <https://www.fallbrookhealth.org/community-health-contracts-grants-policy-procedures>.

**CONSTRUCTION SERVICES AGREEMENT
Providing Payment of Prevailing Wages**

(Fallbrook Regional Health District / MPMC, Inc. DBA Classic Handyman Services)

1. IDENTIFICATION

This CONSTRUCTION SERVICES AGREEMENT (“Agreement”) is entered into by and between Fallbrook Regional Health District, a California district (“District”), and MPMC, Inc DBA Classic Handyman Services, a California General Stock Corporation (“Contractor”).

2. RECITALS

- 2.1** District has determined that it requires the following construction services from a contractor: renovations and upgrades to exterior restrooms at District Community Health and Wellness Center.
- 2.2** Contractor represents that it is fully qualified to perform such construction services by virtue of its experience and the training, education and expertise of its principals and employees. Contractor further represents that it will accept responsibility for performing such services under the terms and conditions set forth in this Agreement.
- 2.3** Contractor further represents that Contractor, or it’s representative, is properly licensed to perform the construction services described above as determined by the State Contractor’s License Board.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, District and Contractor agree as follows:

3. DEFINITIONS

- 3.1** “Scope of Services”: Such construction services as set forth in Contractor’s 1.7.2026 proposal to District attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2** “Standard Specification”: The latest edition of the Standard Specifications for Public Works Construction (“SSPWC” or “Greenbook”) shall be incorporated by reference into this Agreement.
- 3.3** “Agreement Administrator”: The Agreement Administrator for this project is Rachel Mason, CEO. The Agreement Administrator shall be the principal point of contact at the District for this project. All services under this Agreement shall be performed at the request of the Agreement Administrator. The Agreement Administrator will establish the timetable for completion of services and any interim milestones. District reserves the right to change this designation upon written notice to Contractor.

3.4 “Maximum Amount”: The highest total compensation and costs payable to Contractor by District under this Agreement. The Maximum Amount under this Agreement is one hundred sixty-six thousand, nine hundred eighty-eight Dollars (\$166,988.00).

3.5 “Commencement Date”: 2.17.2026.

3.6 “Termination Date”: 5.1.2026

4. CAMPAIGN CONTRIBUTIONS:

This Construction Services Agreement is subject to Government Code Section 84308, as amended by SB 1439. Contractor shall disclose any contribution in an amount of more than two hundred fifty dollars (\$250) made within the preceding 12 months by the party or the party’s agent. Contractor shall provide a signed copy of the attached Campaign Contribution Disclosure Form to the District prior to, or concurrent with, the Contractor’s execution of this Agreement.

5. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Termination Date unless extended by written agreement of the parties or terminated earlier under Section 17 (“Termination”) below. Contractor may request extensions of time to perform the services required hereunder. Such extensions shall be effective if authorized in advance by District in writing and incorporated in written amendments to this agreement.

6. CONTRACTOR’S DUTIES

6.1 Services. Contractor shall perform the services identified in the Scope of Services. District shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.

6.2 Coordination with District. In performing services under this Agreement, Contractor shall coordinate all contact with District through its Agreement Administrator.

6.3 Budgetary Notification. Contractor shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the Maximum Amount. Contractor shall concurrently inform the Agreement Administrator, in writing, of Contractor’s estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work on such assignments would exceed the Maximum Amount.

6.4 Professional Standards. Contractor shall perform all work to the highest standards of Contractor’s profession and in a manner reasonably satisfactory to District.

Contractor shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of this Agreement, including all Cal/OSHA requirements, the conflict-of-interest provisions of Government Code § 1090 and the Political Reform Act (Government Code § 81000 et seq.).

- 6.5 Appropriate Personnel.** Contractor has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Contractor or under its supervision or by subcontractor(s) of Contractor, and all personnel engaged in the work shall be qualified to perform such services. Peter Monteith shall be Contractor's project administrator and shall have direct responsibility for management of Contractor's performance under this Agreement. No change shall be made in Contractor's project administrator without District's prior written consent.
- 6.6 Prevailing Wages.** This Agreement is subject to the prevailing wage law as more fully set forth in Section 8 (Labor Code), for all work performed under this Agreement for which the payment of prevailing wages is required under the California Labor Code. In particular, Contractor acknowledges that prevailing wage determinations are available for work performed under this Agreement.
- 6.7 Unauthorized Delay.** In accordance with Government Code 53069.85, and all other applicable laws, the Contractor agrees to forfeit and pay District the amount of Two Hundred Dollars (\$200.00) per day for each day of unauthorized delay beyond the Termination Date, which shall be deducted from any monies due to Contractor. This payment shall be considered liquidated damages. Contractor agrees that such liquidated damages are reasonable under the circumstances existing at the time of execution of the contract, that such liquidated damages are to compensate District for losses that are difficult to measure, and that such damages are not a penalty.
- 6.8 Unforeseeable Delay.** Contractor shall not be deemed in breach of this Agreement and no forfeiture due to delay shall be made because of any delays in the completion of the Scope of Services due to unforeseeable causes beyond the control and without the fault or negligence of Contractor provided Contractor requests from the Agreement Administrator an extension of time in writing. Unforeseeable causes of delay beyond the control of Contractor shall include acts of God, acts of a public enemy, acts of the government, acts of the District, or acts of another contractor in the performance of a contract with District, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and weather, or delays of subcontractors due to such causes, or delays caused by failure of the owner of a utility to provide for removal or relocation of existing utility facilities. Delays caused by actions or negligence of Contractor or its agents, servants, employees, officers, subcontractors, directors, or of any party contracting to perform part of all of the Scope of Services or to supply any equipment or materials shall not be unforeseeable delays. Unforeseeable delays (those beyond Contractor's control) shall not entitle Contractor to any additional compensation beyond the Maximum

Amount. The sole recourse of Contractor shall be to seek an extension of time from the Agreement Administrator.

- 6.9 Defective Work.** All work which is defective in its construction or deficient in any of the requirements set by District. Reference Specifications shall be remedied or replaced by Contractor in an acceptable manner at its own expense. Defective work shall not entitle Contractor to any additional compensation beyond the Maximum Amount.
- 6.10 Permits and Approvals.** Contractor shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Contractor's performance of this Agreement. This includes, but shall not be limited to, professional licenses, encroachment permits and building and safety permits and inspections.
- 6.11 Notification of Organizational Changes.** Contractor shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Contractor's firm or of any subcontractor. Change of ownership or control of Contractor's firm may require an amendment to this Agreement.
- 6.12 Records.** Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to District under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Contractor under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of District. In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of District or as part of any audit of District, for a period of three (3) years after final payment under this Agreement.

7. SUBCONTRACTING AND ASSIGNMENT

- 7.1 General Prohibition of Assignment.** This Agreement covers construction services of a specific and unique nature. Except as otherwise provided herein, Contractor shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.
- 7.2 Contractor Responsible.** Contractor shall be responsible to District for all services to be performed under this Agreement.
- 7.3 Subcontracting.** Contractor shall not subcontract any portion of the performance contemplated and provided for herein unless (1) such subcontracting is specifically described in the proposal attached hereto or (2) the District provides prior written approval. In any event, Contractor shall supervise all work subcontracted by Contractor in performing the Services and shall be responsible for all work

performed by a subcontractor as if Contractor itself had performed such work. The subcontracting of any work shall not relieve Contractor from any of its obligations under this Agreement with respect to the Services. Contractor is obligated to ensure that any and all subcontractors performing any Services shall be fully insured in all respects and to the same extent as set forth under Section 13 (Insurance), to District's satisfaction.

7.4 Compensation for Subcontractors. Contractor shall be liable and accountable for any and all payments, compensation, and federal and state taxes to all subcontractors performing services under this Agreement. District shall not be liable for any payment, compensation, or federal and state taxes for any subcontractors.

8. COMPENSATION

8.1 General. District agrees to compensate Contractor for the services provided under this Agreement, and Contractor agrees to accept payment, of the Maximum Amount in full satisfaction for such services. Compensation shall not exceed the Maximum Amount. Contractor shall not be reimbursed for any expenses unless provided for in this Agreement or authorized in writing by District in advance.

8.2 Retention. District may retain up to 5% of each payment until project completion. Contractor may at its own expense substitute securities equivalent to the amount withheld as retention (or the retained percentage) in accordance with Public Contract Code 22300. At the request and expense of Contractor, securities equivalent to the amount withheld shall be deposited with District, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to District. Upon satisfactory completion of this Agreement, the securities shall be returned to Contractor.

8.3 Invoices. Contractor shall submit to District the invoice, on a monthly basis or as otherwise agreed to by the Agreement Administrator, for services performed pursuant to this Agreement. Each invoice shall identify the Maximum Amount, the services rendered during the billing period, the amount due for the invoice, and the total amount previously invoiced. Contractor shall include a copy of each subcontractor invoice, if any, for which reimbursement is sought in the invoice.

8.4 Taxes. District shall not withhold applicable taxes or other payroll deductions from payments made to Contractor except as otherwise required by law. Contractor shall be solely responsible for calculating, withholding, and paying all taxes.

8.5 Disputes. The parties agree to meet and confer at mutually agreeable times to resolve any disputed amounts contained in an invoice submitted by Contractor.

8.6 Additional Work. Contractor shall not be reimbursed for any expenses incurred for work performed outside the Scope of Services unless prior written approval is given by the District on a time-and-materials basis pursuant to a written change

order. Contractor shall not undertake any such work without prior written approval of the District. A written change order may be issued without amendment to this Agreement, so long as such written change order does not cause the Maximum Amount to be exceeded. Contractor shall only be compensated for such additional work at the rates and costs for labor and materials included in the bid or proposal.

8.7 District-Initiated Changes – District may propose in writing changes to Contractor’s work within the Scope of Services described. If Contractor is of the opinion that any proposed change causes an increase or decrease in the cost, or a change in the schedule for performance, of the services, Contractor shall notify District in writing of that fact within five (5) days after receipt of written proposal for changes.

8.8 Contractor-Initiated Changes – Contractor may propose in writing changes to the Scope of Services, upon identifying a condition which may change the Scope of Services as agreed at the time of execution of this Agreement. Contractor must notify the District’s Agreement Administrator of any changed conditions upon discovery and before they are disturbed. The Public Works Director shall investigate, and if the Public Works Director determines that the conditions will materially affect costs, the District’s Agreement Administrator will issue a Change Order adjusting the compensation for such portion of the Scope of Services. If the District’s Agreement Administrator determines that conditions are changed conditions and they will materially affect performance time, the Contractor, upon submitting a written request, will be granted an extension of time. If the District’s Agreement Administrator determines that the conditions do not justify an adjustment in compensation or time, the Contractor will be notified in writing. This notice will also advise the Contractor of its obligation to notify the District’s Agreement Administrator in writing if the Contractor disagrees.

When and if District and Contractor agree on any such proposed change and its effect on the cost and time for performance, they shall confirm such agreement in writing as an amendment to this Agreement. Contractor may not cease work or delay progress on the original project pending negotiations over changes and must continue to diligently complete the project.

Should the Contractor disagree with the decision, it may submit a written notice of potential claim to the District’s Agreement Administrator before commencing the disputed work. In the event of such a dispute, the Contractor shall not be excused from any scheduled completion date provided by the Contract and shall proceed with all work to be performed under the Contract. However, the Contractor shall retain any and all rights provided by either Contract or law which pertain to the resolution of disputes and protests between the contracting parties.

The Contractor’s failure to give notice of changed conditions promptly upon their discovery and before they are disturbed shall constitute a waiver of all claims in connection therewith.

9. LABOR CODE

- 9.1 Prevailing Wage Law.** This Agreement is subject to the requirements of the prevailing wage laws, including, but not limited to, Labor Code Section 1720 et seq., Labor Code Section 1770 et seq., and Code of Regulations, Title 8, Section 16000 et seq., which require payment of prevailing wage rates and the performance of other requirements on certain “public works” and “maintenance” projects. Contractor shall defend, indemnify, and hold harmless District, and its officers, employees, agents, and volunteers free and harmless from any claim or liability arising out of failure or alleged failure of Contractor to comply with such prevailing wage laws.
- 9.2 Payment of Prevailing Wages.** Contractor shall pay the prevailing wage rates for all work performed under this Agreement. When any craft or classification is omitted from the general prevailing wage determinations, the Contractor shall pay the wage rate of the craft or classification most closely related to the omitted classification.
- 9.3 Forfeiture.** Contractor shall forfeit as a penalty to District Two Hundred Dollars (\$200.00), or any greater penalty provided in the Labor Code, for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rates for any work done under this Agreement employed in the performance of the Scope of Services by Contractor or by any subcontractor of Contractor in violation of the provisions of the Labor Code. In addition, the difference between such prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate shall be paid to each worker by Contractor.
- 9.4 Apprentices.** Contractor shall comply with the provisions of Labor Code 1777.5 concerning the employment of apprentices on public works projects. Contractor shall be responsible for ensuring compliance by its subcontractors with Labor Code 1777.5.
- 9.5 Payroll Records.** Pursuant to Labor Code 1776, Contractor and any subcontractor(s) shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by Contractor in connection with this Agreement. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Labor Code 1811 and Labor Code 1815 for any work performed by his or her employees on the public works project. The payroll records shall be certified and shall be available for inspection at all reasonable hours as required by Labor Code 1776. Contractor and all subcontractors shall keep and maintain certified payroll records during construction and for 7 years past completing the work. If the City requests copies of the payroll

records, Contractor and subcontractors shall provide copies to the City within 10 days of receiving the request. City will redact the names, addresses, and social security numbers before making copies available to the public. Any failure to comply within 10 days of the request will be reported to the California Division of Labor Standards.

- 9.6 8-Hour Workday.** This Agreement is subject to 8-hour workday and wage and hour penalty laws, including, but not limited to, Labor Code 1810 and Labor Code 1813. Contractor and any subcontractor(s) of Contractor shall strictly adhere to the provisions of the Labor Code regarding 8-hour workday and 40-hour work week requirements, and overtime, Saturday, Sunday, and holiday work. Pursuant to the Labor Code, eight hours' labor shall constitute a legal day's work. Work performed by Contractor's employees in excess of eight hours per day, and 40 hours during one week, must include compensation for all hours worked in excess of eight hours per day, or 40 hours during any one week, at not less than one and one-half times the basic rate of pay. Contractor shall forfeit as a penalty to District \$25.00, or any greater penalty set forth in the Labor Code, for each worker employed in the execution of the work by Contractor or by any subcontractor(s) of Contractor, for each calendar day during which such worker is required or permitted to the work more than eight hours in one calendar day or more than 40 hours in any one calendar week in violation of the Labor Code. Contractor acknowledges that these statutory provisions pertaining to penalties for failure to comply with the wage and hourly laws will be strictly enforced.
- 9.7 Registration with DIR.** Contractor and any subcontractor(s) of Contractor shall comply with the provisions of Labor Code 1771 and Labor Code 1725.5 requiring registration with the Department of Industrial Relations (DIR).

10. PUBLIC CONTRACT CODE.

- 10.1 Prompt Payment.** This Agreement is subject to the provisions of Article 1.7 (commencing at § 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to the contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with this Article. This Agreement hereby incorporates the provisions of Article 1.7 as though fully set forth herein.
- 10.2 Public Works Claims.** To the extent applicable, this Agreement is subject to the provisions of Public Contract Code Section 9204, which mandates certain procedures regarding the resolution of public works claims. The following is a summary of the required procedures:
- A. The Contractor shall submit a written claim to the District with reasonable documentation to support the claim.

- B. Within 45 days after receipt of the claim and documentation, the District will respond to the claim, identifying what portion of the claim is disputed and what portion is undisputed. The parties may extend this time by mutual agreement.
- C. Any payment due on an undisputed portion of the claim will be processed and made.
- D. Within 10 business days following the District's response, any disputed portion of the claim shall be submitted to nonbinding mediation. The District and Contractor shall mutually agree to a mediator and share the associated costs equally.
- E. If mediation does not resolve the dispute, the District may require arbitration of the dispute under private arbitration or the Public Works Contract Arbitration Program,

This Agreement is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by the contractor, for the response to such claims by the contracting public agency, for a mandatory meet and confer conference upon the request of the contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration if the parties fail to resolve the dispute through mediation. This Agreement hereby incorporates the provisions of Article 1.5 as though fully set forth herein.

10.3 Ineligible Subcontractor(s). This Agreement is further subject to the provisions of Public Contracts Code 6109 which prohibits Contractor from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to Labor Code 1777.1 or Labor Code 1777.7.

10.4 Assignment of Actions. Contractor and any and all subcontractors shall offer and agree to assign to District all rights, title, and interest in and to all causes of action it/they may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 4) or under the Cartwright Act (Chapter 2 [commencing with Section 16700] of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to this Agreement. This assignment shall be made and become effective at the time District tenders final payment to Contractor, without further acknowledgment by the parties.

11. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material, and all electronic files, including computer-aided design files, developed by Contractor in the performance of this Agreement (such written material and electronic files are collectively known as "written products") shall be and remain the property of District without restriction or limitation upon its use or dissemination by District except as provided by law. Contractor may take and retain copies of such written products

as desired, but no such written products shall be the subject of a copyright application by Contractor.

12. RELATIONSHIP OF PARTIES

- 12.1 General.** Contractor is, and shall at all times remain as to District, a wholly independent contractor.
- 12.2 No Agent Authority.** Contractor shall have no power to incur any debt, obligation, or liability on behalf of District or otherwise to act on behalf of District as an agent. Neither District nor any of its agents shall have control over the conduct of Contractor or any of Contractor's employees, except as set forth in this Agreement. Contractor shall not represent that it is, or that any of its agents or employees are, in any manner employees of District.
- 12.3 Independent Contractor Status.** Under no circumstances shall Contractor or its employees look to the District as an employer. Contractor shall not be entitled to any benefits. District makes no representation as to the effect of this independent contractor relationship on Contractor's previously earned California Public Employees Retirement System ("CalPERS") retirement benefits, if any, and Contractor specifically assumes the responsibility for making such a determination. Contractor shall be responsible for all reports and obligations including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation, and other applicable federal and state taxes.
- 12.4 Indemnification of CalPERS Determination.** In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the District, Contractor shall indemnify, defend, and hold harmless District for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of District.

13. INDEMNIFICATION

- 13.1 Definitions.** For purposes of this Section 12, "Contractor" shall include Contractor, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Contractor or its subcontractors, in the performance of this Agreement. "District" shall include District, its officers, agents, employees and volunteers.
- 13.2 Contractor to Indemnify District.** To the fullest extent permitted by law, Contractor shall indemnify, hold harmless, and defend District from and against any and all claims, losses, costs or expenses for any personal injury or property

damage arising out of or in connection with Contractor's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Contractor or failure to comply with any provision in this Agreement.

- 13.3 Scope of Indemnity.** Personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential, or otherwise. Property damage shall include injury to any personal or real property. Contractor shall not be required to indemnify District for such loss or damage caused by the sole active negligence or willful misconduct of the District.
- 13.4 Attorneys' Fees.** Such costs and expenses shall include reasonable attorneys' fees for counsel of District's choice, expert fees and all other costs and fees of litigation. Contractor shall be entitled to refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.
- 13.5 Defense Deposit.** The District may request a deposit for defense costs from Contractor with respect to a claim. If the District requests a defense deposit, Contractor shall provide it within 15 days of the request.
- 13.6 Waiver of Statutory Immunity.** The obligations of Contractor under this Section 12 are not limited by the provisions of any workers' compensation act or similar act. Contractor expressly waives its statutory immunity under such statutes or laws as to District.
- 13.7 Indemnification by Subcontractors.** Contractor agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 12 from each and every subcontractor or any other person or entity involved in the performance of this Agreement on Contractor's behalf.
- 13.8 Insurance Not a Substitute.** District does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Contractor's indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

14. INSURANCE

- 14.1 Insurance Required.** Contractor shall maintain insurance as described in this section and shall require all its subcontractors, contractors, and other agents to do the same. Approval of the insurance by the District shall not relieve or decrease any liability of Contractor. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement. A category of risk and the applicable insurance requirements will be determined on a "per subcontractor" basis, considering the particular work to be done by the subcontractor and the interrelationship of that work to other work being conducted by the Contractor.

14.4 General Liability Insurance. Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited or restricted Occurrence forms are not acceptable. The policy shall cover inter-insured suits and include a “Separation of Insureds” or “severability” clause which treats each insured separately. The policy shall not contain a Contractors’ Warranty or other similar language which eliminates or restricts insurance because of a subcontractor’s failure to carry specific insurance or to supply evidence of such coverage.

14.5 Worker’s Compensation Insurance. Contractor is aware of the provisions of Section 3700 of the Labor Code which requires every employer to carry Workers’ Compensation (or to undertake equivalent self-insurance), and Contractor will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State Compensation Fund, such agency shall be a company authorized to do business in the State of California.

Contractor shall take out and maintain, during the life of this contract, Worker’s Compensation Insurance for all of Contractor’s employees employed at the site of improvement; and, if any work is sublet, Contractor shall require the subcontractor similarly to provide Worker’s Compensation Insurance for all of the latter’s employees, unless such employees are covered by the protection afforded by Contractor. Contractor and any of Contractor’s subcontractors shall be required to provide District with a written statement acknowledging its obligation to secure payment of Worker’s Compensation Insurance as required by Labor Code § 1861; to wit: ‘I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers’ compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.’ If any class of employees engaged in work under this contract at the site of the Project is not protected under any Worker’s Compensation law, Contractor shall provide and shall cause each subcontractor to provide adequate insurance for the protection of employees not otherwise protected. Contractor shall indemnify and hold harmless District for any damage resulting from failure of either Contractor or any subcontractor to take out or maintain such insurance.

14.6 Automobile Liability Insurance. Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks using ISO Business Auto Coverage form CA 00 01 (or equivalent).

14.7 Claims-Made Policies. If any of the required policies provide coverage on a claims-made basis the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Claims-Made Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase “extended

reporting” coverage for a minimum of five (5) years after completion of contract work.

- 14.8 Additional Insured Endorsements.** The Fallbrook Regional Health District, its General Counsel, Commissions, officers, employees, and agents must be endorsed as an additional insured for each policy required herein, for liability arising out of ongoing and completed operations by or on behalf of the Contractor. Contractor’s insurance policies shall be primary as respects any claims related to or as the result of the Contractor’s work. Any insurance, pooled coverage or self-insurance maintained by the District, its elected or appointed officials, directors, officers, agents, employees, volunteers, or Contractors shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the Contractor’s insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.
- 14.9 Failure to Maintain Coverage.** In the event any policy is canceled prior to the completion of the project and the Contractor does not furnish a new certificate of insurance prior to cancellation, District has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the Contractor under this Agreement. Failure of the Contractor to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.
- 14.10 Notices. Contractor** shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. Each insurance policy required by this Agreement shall be endorsed to state that coverage shall not be suspended, voided, cancelled, or reduced in limits except after thirty (30) days’ prior written notice has been given to the District; however, ten (10) days’ prior written notice shall apply in the event of cancellation for nonpayment of premium. Contractor shall provide proof that cancelled or expired policies of insurance have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages. The name and address for Additional Insured Endorsements, Certificates of Insurance and Notices of Cancellation is: Fallbrook Regional Health District, Attn: Rachel Maosn, CEO, 138 S. Brandon Road, Fallbrook, CA 92028.
- 14.11 Contractor’s Insurance Primary.** The insurance provided by Contractor, including all endorsements, shall be primary to any coverage available to District and be endorsed using Insurance Services office form CG 20 10 (or equivalent) to provide that District and its officers, employees, and agents shall be additional insureds under such policies. Any insurance or self-insurance maintained by District and/or its officers, employees, agents or volunteers, shall be in excess of Contractor’s insurance and shall not contribute with it.

14.12 Waiver of Subrogation. Contractor hereby waives all rights of subrogation against the District. Contractor shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.

14.13 Report of Claims to District. Contractor shall report to the District, in addition to the Contractor's insurer, any and all insurance claims submitted to Contractor's insurer in connection with the services under this Agreement.

14.14 Premium Payments and Deductibles. Contractor must disclose all deductibles and self-insured retention amounts to the District. The District may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within retention amounts. Ultimately, District must approve all such amounts prior to execution of this Agreement.

14.15 District has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. Contractor shall be responsible for all premiums and deductibles in all of Contractor's insurance policies. The amount of deductibles for insurance coverage required herein are subject to District's approval.

14.16 Duty to Defend and Indemnify. Contractor's duties to defend and indemnify District under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

15. MUTUAL COOPERATION

15.1 District Cooperation in Performance. District shall provide Contractor with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Contractor's services under this Agreement.

15.2 Contractor Cooperation in Defense of Claims. If any claim or action is brought against District relating to Contractor's performance in connection with this Agreement, Contractor shall render any reasonable assistance that District may require in the defense of that claim or action.

16. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Contractor's and District's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to District:
Rachel Mason, CEO
Fallbrook Regional Health District

If to Contractor:
MPMC Inc. DBA Classic Handyman Services
387 Magnolia Ave., Suite 103 PMB 839

138 S. Brandon Road
rmason@fallbrookhealth.org
Fallbrook, CA 92028
Telephone: (760) 731.9187

Corona, CA 92879
pete@mpmc-inc.com
Telephone: (951) 453.8945

With courtesy copy to:
Aleks R. Giragosian, Esq.
District Counsel
Colantuono, Highsmith & Whatley, PC
790 E. Colorado Blvd., Suite 850
Pasadena, CA 91101-2109
agiragosian@chwlaw.us
Telephone: (213) 542-5734
Facsimile: (213) 542-5710

17. SURVIVING COVENANTS

The parties agree that the covenants contained in Section 5.12 (Records), Section 11.4 (Indemnification of CalPERS Determination), Section 12 (Indemnification), Section 13.7 (Claims-Made Policies), Section 14.2 (Contractor Cooperation in Defense of Claims), and Section 19.1 (Confidentiality) of this Agreement shall survive the expiration or termination of this Agreement, subject to the provisions and limitations of this Agreement and all otherwise applicable statutes of limitations and repose.

18. TERMINATION

18.1 District Termination. District may terminate this Agreement for any reason on five calendar days' written notice to Contractor. Contractor agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All District data, documents, objects, materials or other tangible things shall be returned to District upon the termination or expiration of this Agreement.

18.2 Contractor Termination. Contractor may terminate this Agreement for a material breach of this Agreement upon 30 days' notice.

18.3 Compensation Following Termination. Upon termination, Contractor shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Contractor be entitled to receive more than the amount that would be paid to Contractor for the full performance of the services required by this Agreement. The District shall have the benefit of such work as may have been completed up to the time of such termination.

18.4 Remedies. District retains any and all available legal and equitable remedies for Contractor's breach of this Agreement.

19. INTERPRETATION OF AGREEMENT

- 19.1 Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 19.2 Integration of Exhibits.** All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between District and Contractor with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed on by District and Contractor.
- 19.3 Headings.** The headings and captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the language of the section or paragraph shall control and govern in the construction of this Agreement.
- 19.4 Pronouns.** Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).
- 19.5 Severability.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 19.6 No Presumption Against Drafter.** Each party had an opportunity to consult with an attorney in reviewing and drafting this agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

20. GENERAL PROVISIONS

- 20.1 Confidentiality.** All data, documents, discussion, or other information developed or received by Contractor for performance of this Agreement are deemed confidential and Contractor shall not disclose it without prior written consent by District. District shall grant such consent if disclosure is legally required. All District data shall be returned to District upon the termination or expiration of this Agreement.

- 20.2 Conflicts of Interest.** Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid, nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Contractor further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the District's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, District shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of District, during the term of his or her service with District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 20.3 Non-assignment.** Contractor shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without District's prior written consent, and any attempt to do so shall be void and of no effect. District shall not be obligated or liable under this Agreement to any party other than Contractor.
- 20.4 Binding on Successors.** This Agreement shall be binding on the successors and assigns of the parties.
- 20.5 No Third-Party Beneficiaries.** Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.
- 20.6 Time of the Essence.** Time is of the essence for each and every provision of this Agreement.
- 20.7 Non-Discrimination.** Contractor shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical condition (cancer-related), marital status, ancestry, or sexual orientation. Employment actions to which this provision applies shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions or privileges of employment, and selection for training. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this nondiscrimination clause.
- 20.8 Waiver.** No provision, covenant, or condition of this Agreement shall be deemed to have been waived by District or Contractor unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by District or Contractor of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.

- 20.9 Excused Failure to Perform.** Contractor shall not be liable for any failure to perform if Contractor presents acceptable evidence, in District's sole judgment that such failure was due to causes beyond the control and without the fault or negligence of Contractor.
- 20.10 Remedies Non-Exclusive.** Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies.
- 20.11 Attorneys' Fees.** If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, each party shall pay its own costs, including any accountants' and attorneys' fees expended in the action.
- 20.12 Venue.** The venue for any litigation shall be the Superior Court of California for the County of San Diego and Contractor hereby consents to sole jurisdiction in that court for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

[Signatures on following page]

TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

“District”
Fallbrook Regional Health District

“Contractor”
MPMC, Inc DBA Classic Handyman Services]

By: _____
Signature

By: _____
Signature

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

By: _____
District Clerk

Date: _____

Approved as to form:

By: _____
Aleks R. Giragosian, District Counsel

Date: _____

CAMPAIGN CONTRIBUTION DISCLOSURE PROVISIONS

Districts are subject to the campaign disclosure provisions detailed in Government Code Section 84308.

Please carefully read the following information to determine if the provisions apply to you. If you determine that the provisions are applicable, the Campaign Disclosure Form must be completed and returned to the District with your application.

No Board Member shall accept, solicit, or direct a contribution of more than \$500 from any party¹ or agent² for 12 months subsequent to the date a final decision is rendered by the District. This prohibition commences when your application has been filed, or the proceeding is otherwise initiated.

A party to a District proceeding shall disclose on the record of the proceeding any contribution of more than \$500 made to any Board Member by the party, or agent, during the preceding 12 months. No party to a proceeding, or agent, shall make a contribution to a Board Member during the proceeding and for 12 months following the date a final decision is rendered by the District.

Prior to rendering a decision on a proceeding, any Board Member who received contribution of more than \$500 within the preceding 12 months from any party, or agent, to a proceeding shall disclose that fact on the record of the proceeding, and shall be disqualified from participating in the proceeding. However, if any Board Member receives a contribution that otherwise would require disqualification, and returns the contribution within 30 days of knowing about the contribution and the relevant proceeding, that Board Member shall be permitted to participate in the proceeding.

¹ "Party" is defined as any person who files an application for, or is the subject of, a proceeding.

² "Agent" is defined as a person who represents a party in connection with a proceeding. If an individual acting as an agent also is acting as an employee or member of a law, architectural, engineering, or consulting firm, or a similar entity or corporation, both the individual and the entity or corporation are agents. When a closed corporation is a party to a proceeding, the majority shareholder is subject to these provisions.

To determine whether a campaign contribution of more than \$500 has been made by you or your agent to a Board Member within the preceding 12 months, all contributions made by you or your agent during that period must be aggregated.

Names of current Directors are available on the City's website. If you have questions about Government Code Section 84308, FPPC regulations, or the Campaign Disclosure Form, please contact the District Chief Executive Officer.

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

(a) Document:

- License
- Lease
- Permit
- Franchise
- Other Contract
- Other Entitlement

Name and address of any party, or agent, who has contributed more than \$50 to any Director within the preceding 12 months:

1. _____
2. _____
3. _____

(b) Date and amount of contribution:

Date _____ Amount \$ _____

Date _____ Amount \$ _____

(c) Name of Director to whom contribution was made:

1. _____
2. _____
3. _____

(d) I certify that the above information is provided to the best of my knowledge.

Printed Name _____

Signature _____

Date _____ Phone _____

WORKERS' COMPENSATION INSURANCE CERTIFICATE

The CONTRACTOR shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

DATE: _____

CONTRACTOR's Business Name

By: _____
(Signature)

(Title)

Attest:

By: _____
(Signature)

(Title)

NOTE: See Section 5-4 INSURANCE, Paragraph 5-4.1 of the Standard Specifications for insurance carrier rating requirements.

STATEMENT REGARDING CONTRACTOR'S LICENSING LAWS

FALLBROOK REGIONAL HEALTH DISTRICT

[Business & Professions Code § 7028.15]

[Public Contract Code § 20103.5]

I, the undersigned, certify that I am aware of the following provisions of California law and that I, or the entity on whose behalf this certification is given, hold a currently valid California CONTRACTOR's license as set forth below:

Business & Professions Code § 7028.15:

- a) **It is a misdemeanor for any person to submit a bid to a public agency to engage in the business or act in the capacity of a CONTRACTOR within this state without having a license therefor, except in any of the following cases:**
 - (1) The person is particularly exempted from this chapter.
 - (2) The bid is submitted on a state project governed by Section 10164 of the Public Contract Code or on any local agency project governed by Section 20104 [now § 20103.5] of the Public Contract Code.
- b) If a person has been previously convicted of the offense described in this section, the court shall impose a fine of 20 percent of the price of the contract under which the unlicensed person performed contracting work, or four thousand five hundred dollars (\$4,500), whichever is greater, or imprisonment in the county jail for not less than 10 days nor more than six months, or both.

In the event the person performing the contracting work has agreed to furnish materials and labor on an hourly basis, "the price of the contract" for the purposes of this subdivision means the aggregate sum of the cost of materials and labor furnished and the cost of completing the work to be performed.
- c) This section shall not apply to a joint venture license, as required by Section 7029.1. However, at the time of making a bid as a joint venture, each person submitting the bid shall be subject to this section with respect to his/her individual licenser.
- d) This section shall not affect the right or ability of a licensed architect, land surveyor, or registered professional engineer to form joint ventures with licensed CONTRACTORS to render services within the scope of their respective practices.
- e) Unless one of the foregoing exceptions applies, a bid submitted to a public agency by a CONTRACTOR who is not licensed in accordance with this chapter shall be considered nonresponsive and shall be rejected by the public agency. Unless one of the foregoing exceptions applies, a local public agency shall, before awarding a contract or issuing a purchase order, verify that the CONTRACTOR was properly licensed when the CONTRACTOR submitted the bid. Notwithstanding any other provision of law, unless one of the foregoing exceptions applies, the registrar may issue a citation to any public officer or employee of a public entity who knowingly awards a contract or issues a purchase order to a CONTRACTOR who is not licensed pursuant to this chapter. The amount of civil penalties, appeal, and finality

of such citations shall be subject to Sections 7028.7 to 7028.13, inclusive. **Any contract awarded to, or any purchase order issued to, as CONTRACTOR who is not licensed pursuant to this chapter is void.**

- f) Any compliance or noncompliance with subdivision (e) of this section, as added by Chapter 863 of the Statutes of 1989, shall not invalidate any contract or bid awarded by a public agency during which time that subdivision was in effect.
- g) A public employee or officer shall not be subject to a citation pursuant to this section if the public employee, officer, or employing agency made an inquiry to the board for the purposes of verifying the license status of any person or CONTRACTOR and the board failed to respond to the inquiry within three business days. For purposes of this section, a telephone response by the board shall be deemed sufficient.

Public Contract Code § 20103.5:

In all contracts subject to this part where federal funds are involved, no bid submitted shall be invalidated by the failure of the bidder to be licensed in accordance with the laws of this state. However, at the time the contract is awarded, the CONTRACTOR shall be properly licensed in accordance with the laws of this state. The first payment for work or material under any contract shall not be made unless and until the Registrar of CONTRACTORS verifies to the AGENCY that the records of the Contractors' State License Board indicate that the CONTRACTOR was properly licensed at the time the contract was awarded. Any bidder or CONTRACTOR not so licensed shall be subject to all legal penalties imposed by law, including, but not limited to, any appropriate disciplinary action by the Contractors' State License Board. The AGENCY shall include a statement to that effect in the standard form of pre-qualification questionnaire and financial statement. **Failure of the bidder to obtain proper and adequate licensing for an award of a contract shall constitute a failure to execute the contract and shall result in the forfeiture of the security of the bidder.**

CONTRACTOR's License Number: _____

License Expiration Date: _____

Authorized Signature: _____

Date: _____

NON-COLLUSION AFFIDAVIT

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at _____ [city], _____ [state].

CONTRACTOR's Signer's Name

CONTRACTOR's Signer's Title

CONTRACTOR's Business Name

Business Address:

CONTRACTOR's Business Name

Mailing Street Address

City, State, Zip Code

Telephone #

EXHIBIT A



MPMC, Inc dba Classic Handyman Services

387 Magnolia Ave Ste 103 PMB 839, Corona, CA 92679
Office (951) 453-8945 • LIC # 1027514 DIR # 1000052016

COMPANY	Fallbrook Regional Health District	DATE	01/07/2026
ATTENTION	Theresa Geracitano	QUOTE NUMBER	PM20250107
PROJECT	Restroom Refresh	VALID FOR	30 Days
PROJECT ADDRESS	Fallbrook	E-MAIL ADDRESS	pete@mpmc-inc.com
		FAX NUMBER	
SUBJECT	General construction	TOTAL PAGES	2

General Scope of Work:

- Provide and install all work for the large restrooms as shown on plans and specs.

Detailed Scope of Work:

- Demo restroom fixtures, partitions, tile, etc.
- Re-pipe water and waste for new plumbing fixtures.
- Adjust electrical switches and outlets, and HVAC grills, and confirm exhaust fans are working.
- Install new tile, Partitions, and plumbing fixtures.
- Paint.
- Provide final clean-up.
- Provide close-out documents.
- All wages to be paid per the current DIR prevailing wages.

Exclusions:

- All permits, fees, and bonds.
- Any exposed gutter drains and downspouts.

General construction	One Hundred and sixty-six Thousand and nine hundred Ninety-Eight dollars.	\$ 166,988.00
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Acceptance of this proposal by Owner shall constitute acceptance of all terms and conditions herein and shall supersede any conflicting term(s) in any other past or future contract or project document. The Contractor's agreement herewith shall be evidenced by the Owner listing MPMC, Inc., dba Classic Handyman Services (CHS), in its bid documents or by permitting CHS to commence work on the project.

CHS will be paid monthly progress payments on or before the 15th of each month for the value of the work completed plus the total of materials and equipment stored on site. Final payment shall be due 30 days after the work described in the proposal is substantially completed. CHS shall have the right to stop working if any payment is not timely made and MPMC may keep the job idle until all payments due are received. In no such event will CHS be held liable for costs incurred by the Owner due to filing of stop notices by CHS for Owners's failure to comply with these payment provisions.

1. No back charges by, or claim of, the Owner for services performed by others, including Owners forces shall be valid against CHS unless agreed upon in writing by CHS before the work is performed. This includes back charges for clean-up.



MPMC, Inc dba Classic Handyman Services

387 Magnolia Ave Ste 103 PMB 839, Corona, CA 92879
Office (951) 453-8945 • LIC # 1027514 DIR # 1000052016

2. CHS will not be called upon to start work until sufficient areas are ready to ensure a continuous work sequence, which the proposal price is based upon. Contractor shall furnish all temporary site facilities, including suitable storage space, hoisting equipment, man-lifts, dumpsters, ample parking, temporary electrical, water, toilets, and security at no cost to CHS.
3. Work called for herein is to be performed during CHS's normal working hours. All work performed outside of such hours shall be the basis for a change order, charged at MPMC prevailing overtime rates. Proposal based on Davis-Bacon wages.
4. In the event of a price increase of materials, supplies, equipment, or energy greater than (10%) ten percent occurring between the expiration date of this proposal and the first day of performance of the specific work affected by the price increase, through no fault of CHS, the amount owed CHS shall be equitably adjusted by change order to reflect the price increase. CHS shall be entitled to such escalation of costs.
5. The Base bid price excludes all costs for permits or fees of any kind, and inspections.
6. This proposal excludes any drilling, blasting, boring, rock removal, dewatering of trenches and/or removal of spoils from project
7. This proposal is valid for 60 days and contingent upon acceptance of negotiated contracted terms.

By signing below, I acknowledge that I am the legal owner, or a legal representative of the owner and I am authorized to sign this contract as an agent of the legal owner:

MPMC, Inc dba Classic Handyman Services. authorized representative:

Date	Print Name	Title	Signature
01/06/2025	Peter Monteith	President	<i>Peter Monteith</i>

Thank you for the opportunity to submit this quotation for your review. We look forward to working with you on the above-specified project and to discussing this, and future projects, with you at your convenience.

Please feel free to contact me with any questions or comments you may have regarding this quotation.
Email- pete@mpmc-inc.com
Phone- (951) 453-8945.

Best Regards,

Peter Monteith