

MINUTES OF
THE REGULAR MEETING OF THE
CITRUS COUNTY HOSPITAL BOARD

MARCH 21, 2022 6:00 P.M.

(1) CALL TO ORDER

A regular meeting of the Citrus County Hospital Board of Trustees was held Monday, March 21, 2022, in the Conference Room of the Annex Building located at 123 S. Pine Ave., Inverness, Florida. Vice Chairman Fallows called the meeting to order at 6:00P.M.

(2) PUBLISHED MEETING LEGAL NOTICE

(Agenda & Published Legal notice Copies On File)

(3) QUORUM PRESENT

COVID-19: All attendees to the meeting were required to use hand sanitizer. Social distancing was implemented and all persons were required to stay at least 6 feet apart, including Trustees and staff. The conference/meeting room was cleaned and sanitized pre and post meeting.

(4) ATTENDANCE

Board Members: Dr. Mark Fallows (Vice-Chairman); Dr. Jeff Wallis (Secretary/Treasurer) and Allan Bartell (Trustee)

Absent Member: Rick Harper (Trustee)

Also in attendance:

William Grant, Esq. (General Counsel)
Karen Schapira, Esq.
Karla Dozier (Administrative Assistant)

Members of the Public: Vernon Lawter (College of Central Florida), Gene McGee (Life Stream), Karla Poulos, (Doctors' Free Clinic), and Fred Hiers (Citrus County Chronicle).

(5) PUBLIC COMMENT

➤ Gene McGee: Mr. McGee addressed the Board to give an update and noted that LifeStream bought the Lecanto property, investing \$1.2 million of its own money. Also, Hernando County and Citrus County will give \$2M each to LifeStream and they will continue to negotiate with the BOCC. Mr. McGee expressed that LifeStream wants to ask the CCHB for financial help for the mental health baker act facility that will be a 30 bed residential for adults and children.

➤ Vernon Lawter: Mr. Lawter thanked the CCHB for the endowment to the College. Mr. Lawter informed the Board that the Florida Legislature will have \$19M of matching funding for nursing programs for all the colleges in Florida to compete for. The College of Central Florida wants to ask the CCHB for the possibility to consider giving additional funding to match the funding from the Legislature. These funds will help the nursing program to hire staff for the Lecanto Campus, because now they have share the staff from the Ocala Campus. Mr. Knife is the representative to seek funding from the Legislature on behalf of the College.

(6) APPROVAL OF MINUTES

MOTION by Mr. Bartell, second by Dr. Wallis to approve the Minutes from the February 15, 2022 Regular Meeting and March 04, 2022 Special Meeting. After discussion, the Motion passed unanimously, 3-0.

(7) FINANCE COMMITTEE REPORT

a) Approval of the Finance Report for January and February 2022: Dr. Fallows presented the Finance Report for January and February 2022. (Copy on file)

MOTION by Dr. Wallis, second by Mr. Bartell to approve the Finance Report for January and February 2022. The Motion passed unanimously, 3-0.

b) Approval of the Citrus County Hospital Board Invoices:

Dr. Fallows presented the invoices for March 2022. (Copy on file)

MOTION by Dr. Wallis, second by Mr. Bartell to approve payment of the CCHB invoices for March 2022 as presented. The motion passed unanimously, 3-0.

c) Approval of Invoices paid by the Citrus County Hospital Board o/b/o FRC:

Dr. Fallows presented a list of invoices to be considered for payment by the Citrus County Hospital Board o/b/o FRC for approval (Copy on file).

MOTION by Dr. Wallis, second by Mr. Bartell to approve CCHB payment of the invoices o/b/o FRC as presented. The motion passed unanimously, 3-0.

d) Other:

Dr. Fallows presented an updated Lease Proceeds report on the Escrow account (JP Morgan) and status of the money market account at Cadence Bank. (Copy on file)

(8) LEGAL

Mr. Grant advised the Board that after Mrs. Ressler's resignation the Board has to have elections to fill the vacancy of Chairperson.

Elections/ Conducted by General Counsel per direction of the CCHB Vice Chairperson.

Dr. Wallis nominates Dr. Mark Fallows for Chairperson. No additional nominations.

MOTION by Dr. Wallis, second by Mr. Bartell to close nominations for Chairperson. The Motion passed unanimously, 3-0. Dr. Mark Fallows elected Chairperson.

Dr. Wallis nominates Mr. Allan Bartell for Vice-Chairperson. No additional nominations.

MOTION by Dr. Wallis, second by Dr. Fallows to close nominations for Vice-Chairperson. The Motion passed, 3-0. Mr. Allan elected Vice-Chairperson.

The Officers of the Citrus County Hospital Board are as follows:

- 1) Chairman – Mark Fallows, DO
- 2) Vice Chairman – Allan Bartell
- 3) Secretary/Treasurer – Jeffrey Wallis, MD

Mr. Grant toured the Hospital Campus to inspect the expenditures mentioned by HCA in their annual report.

Mr. Hagar sent a letter to Mr. Grant stating the CCHB insurance carrier doesn't want to add the Foundation Resolution Corporation (FRC) as an additional insured because they don't think the CCHB has complete control of the Foundation. The next step could be to contact Mr. Stillwell to present an option to his Board to sign a Resolution where the Foundation gives the CCHB complete control of the FRC.

MOTION by Dr. Wallis, second by Mr. Bartell to approve a Resolution that would cause the Foundation Resolution Corporation to be 100% under CCHB control if the FRC consents. The motion passed unanimously, 3-0.

Mr. Grant reached out via email to Mid Florida Homeless Coalition (MFHC) to express the need to complete a Memorandum of Understanding (MOU) for them to receive the funding of \$250K. As of this day, there has been no response. Mr. Bartell asked Mr. Grant to send a letter to MFHC.

Mr. Grant distributed to the Board a Conveyance and Construction agreement between CCHB and Citrus County regarding the 491 project. *(Attached copy)*

MOTION by Dr. Wallis, second by Mr. Bartell to approve the Conveyance and Construction Agreement for the 491 project with Citrus County and authorize the Chairperson to sign. After discussion, the motion passed unanimously, 3-0.

The \$30K escrow deposit was made and is held in Escrow according to the contract for the two vacant lots in Crystal River. *(Attached copy)*

Mr. Morton sent to Mr. Grant the Broker Price Opinion (BPO) for Dr. Grillo's property *(Attached copy)*. The Board authorized Mr. Grant to contact Dr. Grillo with the BPO.

Attorney Shepard received the Commission on Ethics opinion *(Attached copy)* regarding Dr. Wallis possible conflict of Interest real estate transaction for the Doctors' Free Clinic of Citrus County. The opinion stated that Dr. Wallis will not have a conflict if his wife is the realtor of the transaction because the property will be owned by the Citrus County and they will lease the property to the (DFCCC). Mr. Grant will contact the County Attorney.

Mr. Grant noted that CCCC have not sent any By-Laws amendments since July 21, 2021 for CCHB consideration and/or approval.

Ms. Arnold, CEO of Citrus County Abuse Shelter Association (CASA) sent an email to CCHB *(Attached copy)* sharing a survivor success story about a mother and son that were live in safety with the help of CASA and the funding provided by the CCHB.

Dr. Patel is in the process of buying the property on Floral City (Dr. Gelin). Also, a medical group has mentioned to HCA their interest in buying the Annex building, house of the CCHB office.

RECESS

➤ **Medicaid Recoupment:** Attorney Schapira stated that she hired new consultant, because the other consultants didn't receive the information requested. The new consultant is less expensive and can acquire needed records for at least one year.

Mr. Grant asked the CCHB to fill the vacancy left by Mrs. Ressler in the HCA advisory Board. Via consensus the Board name Dr. Wallis to be the CCHB representative.

(9) UNFINISHED BUSINESS

➤ Foundation Resolution Corporation Update: Dr. Fallows presented to the Board the invoice from Oliver & Company. *(Copy on file)*

MOTION by Dr. Wallis second by Mr. Bartell to approve the invoice from Oliver & Company. After discussion, the motion passed unanimously, 3-0.

➤ Citrus County Community Charitable Foundation (CCCCF) Update: Meeting scheduled for March 24, 2022. Dr. Fallows can't attend the meeting on March 24; neither can Mr. Bartell and Mr. Harper, because of previous engagements.

Dr. Wallis praised the work of the new CCCC executive director Crystal Barton.

➤ Doctors' Free Clinic Update: Dr. Wallis expressed that the DFCCC has a general counsel and will work with the CCHB general counsel in the different issues. Also, the DFCCC continue to see more patients and now have a Cardiologist on their staff and they are trying to get an ultra sound machine to do more procedures.

(10) NEW BUSINESS

➤ Approval of Records Disposition that have met their assigned retention periods: Dr. Fallows requested the Board's approval to dispose of Citrus County Hospital Board records. (Copy on file)

MOTION by Dr. Wallis, second by Mr. Bartell to dispose of the records as presented. After discussion, the motion passed unanimously, 3-0.

(11) TRUSTEE COMMENTS

None.

(12) OTHER

None.

(13) NEXT SCHEDULE MEETING DATE

The next meeting is scheduled for Monday, April 25, 2022 at 6:00pm in the Conference Room of the Annex Building, 123 S. Pine Ave. Inverness, Florida.

(14) ADJOURNMENT

MOTION by Dr. Wallis, second by Mr. Bartell to adjourn the meeting. The motion passed unanimously, 3-0.

Respectfully Submitted,



Jeff Wallis, MD.
Secretary/Treasurer

03.21.2022 Minutes Copy on File:

1. Agenda & Public Notice
2. Presentation by MFHC
3. CCHB Finance Report
4. CCHB list of Invoices
5. Report of Escrow accounts
6. FRC list of Invoices

03.21.22 Minutes Attached copy

1. 491 Conveyance and Construction Agreement
2. Copy of Escrow Deposit – Crystal River vacant lots
3. Commission on Ethics Conflict of Interest Opinion
4. BPO for Dr. Grillo's property
5. Email from CASA – Survivor success story

AGENDA

CITRUS COUNTY HOSPITAL BOARD OF TRUSTEES MEETING REGULAR MEETING

CONFERENCE ROOM
ANNEX BUILDING
123 S. PINE AVE., FL 34452

Monday, March 21, 2022 at 6:00 p.m.

Welcome

(1) **Agenda**

Mission: Citrus County Hospital Board of Trustees (CCHB) consistently strives to ensure Citrus County citizens have access to safe quality health care while maintaining fiscal integrity.

- **Call to Order**

(2) **Published Meeting Legal Notice**

(3) **Quorum Present**

(4) **Attendance:**

Dr. Mark Fallows

Vice-Chairman

Dr. Jeffrey Wallis

Secretary/Treasurer

Allan Bartell

Trustee

Rick Harper

Trustee

William Grant

CCHB General Counsel

Others in attendance:

(5) **Public Comment (3 min per individual/5 min per group)**

(6) **Approval of minutes from**

- February 15, 2022 Regular Meeting.
- March 04, 2022 Special Meeting.

(7) **Finance Committee Report**

- Finance Committee.
 - a. Approval of the Finance Report for January and February 2022.
 - b. Approval of the Citrus County Hospital Board Invoices for March 2022.
 - c. Approval of Invoices paid by the Citrus County Hospital Board o/b/o FRC.
 - d. Other.

(8) **Legal**

(9) **Unfinished Business**

- Foundation Resolution Corporation Update.
- Citrus County Community Charitable Foundation Update.
- Doctor's Free Clinic Update.

(10) **New Business**

- Approval of Records Disposition that have met their assigned retention periods.

(11) **Trustee Comments**

- Fallows
- Bartell
- Wallis
- Harper

(12) **Other**

(13) The next scheduled Board Meeting of the Citrus County Hospital Board set for Monday, April 25, 2022 at 6:00pm.

(14) Adjournment.

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Proof of Publication

From the
CITRUS COUNTY CHRONICLE
Crystal River, Citrus County, Florida
PUBLISHED DAILY

STATE OF FLORIDA
COUNTY OF CITRUS

Before the undersigned authority personally appeared

Theresa Holland and/or Tonya Knight and/or Jeanne
Ethridge

Of the Citrus County Chronicle, a newspaper published
daily at Crystal River, in Citrus County, Florida, that the
attached copy of advertisement being a public notice in the
matter of the

ROP Ad# : 50016104

**Description: 1663-1031 SUCRN Citrus
County Hospital Board Mtgs Jan. 18, Feb. 15
& Mar. 21, 2021**

Legal Advertisement: to run 1 time(s)

Court, was published in said newspaper in the issue of
Date(s) of publication: October 31, 2021

Affiant further says that the Citrus County Chronicle is a
Newspaper published at Crystal River in said Citrus
County, Florida, and that the said newspaper has heretofore
been continuously published in Citrus County, Marion
County and Levy County, Florida, each week and has been
entered as second class mail matter at the post office in
Inverness in said Citrus County, Florida, for a period of one
year next preceding the first publication of the attached
copy of advertisement; and affiant further says that he/she
has neither paid nor promised any person, firm or
corporation any discount, rebate, commission or refund for
the purpose of securing this advertisement for publication
in the said newspaper.

Jeanne Ethridge

The foregoing instrument was acknowledged before me

This 1ST day of November 2021

By: Theresa Holland and/or Tonya Knight and/or
Jeanne Ethridge

Who appeared by () means of physical presence or ()
via online notarization.

Notary Public

Maria A Parks



MARIA A. PARKS
Commission # HH 090773
Expires April 20, 2025
Bonded Thru Budget Notary Services

MEETINGS

1663-1031 SUCRN
Citrus County Hospital Board

NOTICE

Regular meetings of the Citrus County Hospital Board will be
held on Tuesday, January 18, 2022 at 6:00pm and Tuesday,
February 15, 2022 at 6:00pm and Monday, March 21, 2022 at
6:00pm in the Conference Room of the Citrus Memorial Hospital
Building located at 123 S. Pine Ave., Inverness, FL 34452 to dis-
cuss:

- Approval of Minutes.
- Citrus County Hospital Board Finance Report.
- CCHB Legal.
- Other.

This notice informs and notifies the public that member(s) of the
Citrus County Community Charitable Foundation will be in at-
tendance at the Citrus County Hospital Board meetings on Tues-
day, January 18, 2022 at 6:00pm., and Tuesday, February 15,
2022 at 6:00pm and Monday, March 21, 2022 at 6:00pm in the
Conference Room of the Citrus Memorial Hospital Building loc-
ated at 123 S. Pine Ave., Inverness, FL 34452. This notice in-
forms and notifies the public that one or more members of the
Citrus County Community Charitable Foundation will be in at-
tendance at this meeting. The Citrus County Community Charit-
able Foundation will not vote or conduct business but may act-
ively participate in the discussion.

Copies of the Agenda are available by calling the Citrus County
Hospital Board at 352-341-2250. Any person wishing to appeal
any decision made by this Board, with respect to any matter con-
sidered at such meeting, must ensure that a verbatim record of
the proceedings is made, which record must include the testi-
mony and evidence upon which the appeal is to be based.

Persons who require special accommodations under the Ameri-
can with Disabilities should contact the Citrus County Hospital
Board Office, 123 S. Pine Ave., Inverness, Florida, 34452 (352)
341-2250

Published October 31, 2021

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MINUTES OF
THE REGULAR MEETING OF THE
CITRUS COUNTY HOSPITAL BOARD

FEBRUARY 15, 2022 6:00 P.M.

(1) CALL TO ORDER

A regular meeting of the Citrus County Hospital Board of Trustees was held Tuesday, February 15, 2022, in the Conference Room of the Annex Building located at 123 S. Pine Ave., Inverness, Florida. Chairwoman Ressler called the meeting to order at 6:00P.M.

(2) PUBLISHED MEETING LEGAL NOTICE

(Agenda & Published Legal notice Copies On File)

(3) QUORUM PRESENT

COVID-19: All attendees to the meeting were required to use hand sanitizer. Social distancing was implemented and all persons were required to stay at least 6 feet apart, including Trustees and staff. The conference/meeting room was cleaned and sanitized pre and post meeting.

(4) ATTENDANCE

Board Members: Debbie Ressler (Chairwoman); Dr. Jeff Wallis (Secretary/Treasurer) Allan Bartell (Trustee) and Rick Harper (Trustee)

Attendance via telephone: Dr. Mark Fallows (Vice-Chairman)

Also in attendance:

William Grant, Esq. (General Counsel)
Karla Dozier (Administrative Assistant)

Members of the Public: Dr. Paresh Desai, Dr. William Dixon (Veterans Village Citrus County), Dr. Barbara Wheeler, Tomi Steinruck, Diana Kingree, Cheryl Lambert (Mid Florida Homeless Coalition), Dr. Dennis Grillo, Karla Poulos, Dr. McNeal (Doctors' Free Clinic), JW Morton (Century 21 Real Estate) and Fred Hiers (Citrus County Chronicle).

(5) PUBLIC COMMENT

➤ *Dr. William Dixon:* Dr. Dixon sent an email (*Attached copy*) to the Citrus County Hospital Board providing an update regarding the Veteran's Village of Citrus County (VVCC). Dr. Dixon informed the Board that the bank who will loan the money asked them to put the project on hold because of the high cost of building materials; also the builder can't give them a fixed price. At this time VVCC wants to continue with plan A, but they will have to wait at least 6 months to see if price of construction materials go down. Plan B will be to build a smaller facility and going from 100 beds to 50 beds. The VVCC Board approached the legislators to request additional funding.

Mr. Harper inquired of Dr. Dixon and Dr. Desai if they are requesting an MOU extension with the CCHB. Dr. Desai replied with an affirmation. The Board instructed Mr. Grant to meet with the VVCC and update the CCHB at a future meeting.

Also, Mrs. Ressler asked if the Board of County Commissioners will extend the MOU with the VVCC. Dr. Desai stated that they will request the extension and they expect to get it without any problems.

(6) PRESENTATION BY MID FLORIDA HOMELESS COALITION

Mrs. Wheeler expressed that Mid Florida Homeless Coalition (MFHC) serves four (4) Counties Citrus, Hernando, Lake and Sumter and they receive State and Federal monies. MFHC moves individuals and families from homeless to housing and provides case management outreach.

They are different causes and factors of homeless: economic reasons, unemployment, mental illness and substance abuse. The goal of MFHC is to provide temporary shelter to the homeless, to become independent, self sufficient, education and employment subsidiary and they have an 87% success rate.

Mrs. Wheeler noted that during the year of 2021 MFHC provided services to 661 families and they are requesting funding of CCHB to buy homes or rent them out to the homeless or sell them when the residents can start paying a mortgage. *(Copy on file)*

(7) APPROVAL OF MINUTES

MOTION by Dr. Wallis, second by Dr. Fallows to approve the Minutes from the January 18, 2022 Regular Meeting. After discussion, the Motion passed unanimously, 5-0.

(8) FINANCE COMMITTEE REPORT

a) Approval of the Finance Report for January 2022: Tabled to the March meeting.

b) Approval of the Citrus County Hospital Board Invoices:

Mrs. Ressler presented the invoices for February 2022. *(Copy on file)*

MOTION by Mr. Bartell, second by Mr. Harper to approve payment of the CCHB invoices for February 2022 as presented. The motion passed unanimously, 5-0.

c) Other:

Mrs. Ressler presented an updated Lease Proceeds report on the Escrow account (JP Morgan) and status of the money market account at Cadence Bank. *(Copy on file)*

(10) UNFINISHED BUSINESS

➤ Foundation Resolution Corporation Update: Mrs. Ressler presented to the Board the list of the Foundation's invoices. *(Copy on file)*

MOTION by Dr. Wallis second by Mr. Bartell to approve the list of FRC invoices as presented. After discussion, the motion passed unanimously, 5-0.

➤ Citrus County Community Charitable Foundation (CCCCF) Update: Meeting scheduled for February 24, 2022; Mrs. Ressler will attend. The CCCCCF amended their Grant Policy that funds will not exceed 4% of assets, less the operational expenses, in each Fiscal Year. This was not approved by the CCHB.

➤ Doctors' Free Clinic Update: Dr. Grillo came to the meeting to answer any questions the CCHB has regarding his building. The DFCCC approached Dr. Grillo to evaluate the possibility of sharing space with him because he is planning to downsize and the DFCCC may be interested in buying the property. Dr. Grillo explained that if the property is sold he will rent from the DFCCC. The CCHB asked many questions like the size of the property, if there is enough parking spaces and if there is any tenants in the property. CCHB advised that the BPO from Jim Morton will be necessary.

Dr. Wallis presented to the Board a proposed operating expenses and he will search for an expert in taxes.

(9) LEGAL

HCA sent their annual report and HCA is in compliance with the agreement. Mr. Grant is to tour the facility.

Mr. Grant distributed to the Board a Memorandum from Attorney Schapira with an update of indemnification matters dated February 15, 2022. *(Attached copy)*

➤ **Medicaid Recoupment:** Status Quo. Mr. Grant noted that Attorney Schapira will have a detail report at the March meeting.

Attorney Shepard sent an email to the Ethics attorney requesting an opinion regarding a possible real estate transaction for the Doctors' Free Medical Clinic and Attorney Shepard is awaiting the reply.

The property sale to Dr. Kaushal still pending, according to the Lease agreement between the CCHB and HCA there shall be deed restrictions in place. Josh Moore, COO of the Hospital will contact Dr. Kaushal regarding this issue.

HCA has been approached again by different doctor's expressing interest in buying property in Citrus Springs and Inverness owned by the CCHB and leased to HCA.

Dr. Patel approached HCA expressing his desire to buy property on Floral City (Dr. Gelin) that is part of the CCHB lease. HCA did a Fair Market Value (FMV) to the property and the amount came back at approximately \$375K.

MOTION by Dr. Wallis, second by Mr. Bartell to proceed with the sale of the property to Dr. Patel. Also, Dr. Patel will incur all the costs (including attorney fees) associated with the transaction. An attorney fee deposit of \$25K shall be placed in Trust with Attorney Burks. The motion passed unanimously, 5-0.

The CCHB received an estoppel request for the Oncology Group in Allen Ridge (RBOI-Lecanto) a new owner is assuming the lease and they submitted an estoppel certificate to the CCHB for execution. Mr. Grant noted that Attorney Ford handled the lease for the CCHB, but Attorney Ford moved out of the State of Florida and Mr. Grant has requested Attorney Shepard to review the new request.

MOTION by Dr. Wallis, second by Mr. Bartell that after the CCHB lawyers review and recommend approval of the Estoppel Certificate submitted by Oncology Group in Allen Ridge-Lecanto and authorize the Chairperson to sign. The motion passed unanimously, 5-0.

Mr. Grant sent a letter to Mr. Hagar stating the CCHB desire to add the Foundation Resolution Corporation as an additional insured. Waiting for a response.

Mr. Morton presented to the CCHB an offer that he received for the two vacant lots in Crystal River *(Attached copy)* in the amount of \$450K for the two lots. Mr. Morton informed the Board that this is a serious

offer from a Company that bought property in Crystal River in the past. Discussion ensued and after reviewing the offer Mr. Harper proposed to the Board submit a counter offer and change some conditions.

MOTION by Mr. Harper, second by Dr. Wallis to submit a counter offer to Haroon Khawaja and/or Assigns in the amount of \$475K, 120 days for due diligence and seller keep the report. Also, \$15K non refundable for an additional extension and an additional \$15K if extended to 240 calendar days and \$50K if not closing in 365 days. The CCHB authorized the Chairperson to sign. The motion passed unanimously, 5-0.

Mrs. Ressler voiced her frustration and disappointment in the two (2) editorials (*Attached copy*) published by the newspaper (Citrus County Chronicle) for the inaccurate information presented to the public regarding the endowment to the College of Central Florida by the CCHB in the amount of \$1M instead of \$4M that was mention in the editorial. The editorial regarding LifeStream suggested that the CCHB will fund their their construction and the CCHB never voted for any funding to LifeStream.

MOTION by Dr. Wallis, second by Dr. Fallows to officially disavow the Citrus County Chronicle newspaper for publishing incorrect editorials. After discussion, the motion passed unanimously, 5-0.

(11) NEW BUSINESS

None.

(12) TRUSTEE COMMENTS

- Ressler. Mrs. Ressler read her resignation to the Citrus County Hospital Board (*Attached copy*). Dr. Wallis thanked and praised Mrs. Ressler's work in the Hospital Board. Mr. Bartell also expressed his sadness of Mrs. Ressler leaving the CCHB and thanked her for all the help and leadership. Dr. Fallows and Mr. Harper thanked Mrs. Ressler for her tireless leadership.

(13) OTHER

Discussion ensued regarding funding to Mid Florida Homeless Coalition (MFHC). Dr. Wallis would like the Doctor's Free Clinic to work with Mid Florida Homeless and the CCHB could support the MFHC with \$10K.

MOTION by Dr. Wallis, second by Mr. Harper to authorize funding to Mid Florida Homeless Coalition in the amount of \$10K. After discussion, the motion failed, 2-3.

Mr. Harper noted that would be a better fit for the mission of Mid Florida Homeless Coalition to buy a building with apartments, because buying a house will not serve all the people in need. Also, Mr. Harper stated that as a rental property owner, he didn't have good experience with organizations requesting help.

MOTION by Dr. Wallis, second by Mr. Bartell to authorize funding to Mid Florida Homeless Coalition in the amount of \$250K and authorize the Chairperson to sign the MOU. After discussion, the motion passed, 4-1.

Via consensus the Board decided to delay additional funding to the College of Central Florida at this time and to evaluate the current endowment.

The CCHB authorized Mr. Grant to reach out Dr. Grillo to bring a proposal for his property after a BPO.

MOTION by Mr. Bartell, second by Mrs. Ressler to authorize Mr. Grant to contact Dr. Grillo and bring a proposal for his property at a future CCHB after obtaining a BPO. After discussion, the motion passed unanimously, 5-0.

(14) NEXT SCHEDULE MEETING DATE

The next meeting is scheduled for Monday, March 21, 2022 at 6:00pm in the Conference Room of the Annex Building, 123 S. Pine Ave. Inverness, Florida.

The Board scheduled new meeting dates for April, May and June 2022.

(15) ADJOURNMENT

MOTION by Dr. Fallows, second by Dr. Wallis to adjourn the meeting. The motion passed unanimously, 5-0.

Respectfully Submitted,

Jeff Wallis, MD.
Secretary/Treasurer

02.15.2022 Minutes Copy on File:

1. Agenda & Public Notice
2. Presentation by MFHC
3. CCHB Finance Report
4. CCHB list of Invoices
5. Report of Escrow accounts
6. FRC list of Invoices

02.15.2022 Minutes Attached copy

1. Email from Dr. Dixon VVCC Update
2. Memorandum from Attorney Schapira
3. Doctors' Free Clinic of Citrus County operating expenses
4. Real Estate offer for the 2 vacant lots in Crystal River
5. Newspaper Editorials
6. Debbie Ressler resignation letter

MINUTES OF
SPECIAL MEETING OF THE
CITRUS COUNTY HOSPITAL BOARD

MARCH 04, 2022 6:00 P.M.

(1) CALL TO ORDER

A special meeting of the Citrus County Hospital Board of Trustees was held Friday, March 04, 2022, in the Conference Room of the Law Office Grant & Dozier located at 123 N. Apopka Ave., Inverness, Florida. Chairwoman Ressler called the meeting to order at 8:30A.M.

(2) PUBLISHED MEETING LEGAL NOTICE

(Agenda & Published Legal notice Copies On File)

(3) QUORUM PRESENT

COVID-19: All attendees to the meeting were required to use hand sanitizer. Social distancing was implemented and all persons were required to stay at least 6 feet apart, including Trustees and staff. The conference/meeting room was cleaned and sanitized pre and post meeting.

(4) ATTENDANCE

Board Members: Debbie Ressler (Chairwoman); Dr. Mark Fallows (Vice-Chairman); and Allan Bartell (Trustee)

Absent Members: Dr. Jeffrey Wallis (Secretary/Treasurer) and Rick Harper (Trustee)

Also in attendance:

William Grant, Esq. (General Counsel)

Karla Dozier (Administrative Assistant)

Members of the Public: JW. Morton (Century 21 Real Estate) and Fred Hiers (Citrus County Chronicle).

(5) PUBLIC COMMENT

None.

(6) OTHER

Mr. Morton presented to the CCHB the counter offer that he received for the two vacant lots in Crystal River (*Attached copy*) in the amount of \$475K for the two lots. Mr. Morton informed the Board that the buyer accepted almost every condition sent by the CCHB. Discussion ensued and after reviewing the counter offer the CCHB agreed to accept the conditions. Mr. Harper sent an email with his comments, which was shared at the meeting. (*Attached copy*)

MOTION by Dr. Fallows, second by Mr. Bartell to accept the counter offer sent by Haroon Khawaja. The CCHB authorized the Chairperson to sign. The motion passed unanimously, 3-0.

(7) OTHER

None.

(8) NEXT SCHEDULE MEETING DATE

The meeting scheduled for Monday, March 07, 2022 at 6:00pm has been cancelled. The next scheduled meeting date is Monday, March 21, 2022 at 6:00pm in the Conference Room of the Annex Building, 123 S. Pine Ave. Inverness, Florida.

(9) ADJOURNMENT

MOTION by *Dr. Fallows*, second by *Mr. Bartell* to adjourn the meeting. *The motion passed unanimously, 3-0.*

Respectfully Submitted,

Jeff Wallis, MD.
Secretary/Treasurer

03.04.2022 Minutes Copy on File:

1. Agenda & Public Notice

03.04.2022 Minutes Attached copy

1. Email from Mr. Harper
2. CCHB signed contract to the Vacant Lots in Crystal River

7 a.

**CITRUS COUNTY HOSPITAL BOARD
BALANCE SHEET
AS OF JANUARY 31, 2022**

	END OF MONTH
ASSETS	
Cash	\$ 5,041,783
Due from FRC	-
Accounts Receivable	-
From Escrow Accounts	-
Prepaid Expenses	-
TOTAL ASSETS	\$ 5,041,783
 LIABILITIES	
Accounts Payable	\$ 360
Payroll Liabilities	605
CCCCF Escrow Interest	-
Restricted - CMHF Expenses Payable	-
TOTAL LIABILITIES	965
 FUND BALANCE	
Beginning of Year	5,325,665
Current Year Revenues Over (Under) Expenditures	(284,847)
Total Fund Balance	5,040,818
 TOTAL LIABILITIES AND FUND BALANCE	 \$ 5,041,783

CITRUS COUNTY HOSPITAL BOARD
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ACCUMULATION OF MONTHLY AMOUNTS TO ARRIVE AT YEARLY AMOUNTS

REVENUES	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	YEAR TO DATE	2021/22 BUDGET
Ad valorem:														
Delinquent distributions	29	6	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	35	\$
Excess fees														
Interest income	438	124		116									493	120,000
Legal fees reimbursements														
Indemnity Refund CMS														
Miscellaneous income	168	130		116										
TOTAL REVENUES														
EXPENDITURES														
Personnel Expenditures														120,000
Salaries	10,439	10,550	23,753	10,661									55,405	124,000
Employer social security tax	647	654	1,473	661									3,436	8,600
Employer medicare tax	451	453	344	155									803	2,100
State unemployment tax				11									11	150
Health insurance														9,170
Employer FRS contribution	1,130	1,130	1,142	2,462									5,863	13,600
ADP fees	429	286	325	377									1,426	3,950
Total Personnel Expenditures	12,796	12,783	27,037	14,326									66,942	168,370
Administrative Expenditures														
Tax collector commissions	1	0		360									1	75,000
Legal services- CCHB	195	1,380											1,935	10,300
Legal services- FRC Issues	14,332												14,332	7,000
Transcription services														4,500
Audit fees														2,500
Audit fees- lease transactions														200
Accounting and website services														300
Consulting fees- Auditor General operations audit														500
Consulting fees- Funding needs study														4,000
Bank fees														200
Membership fees	175												175	300
Office supplies, equipment and maintenance														300
Telephone and internet	289	289	118	287									118	500
Printing and copying														4,000
Postage, shipping, delivery													1,164	
Rent	480	480	480	322									322	400
Travel, conferences and education				480									1,922	500
Insurance	47,165												47,165	48,000
Miscellaneous expense	43		17										60	300
Total Administrative Expenditures	82,679	2,150	2,155	1,449									1,250	3,000
Other Expenditures														
Contribution to Veterans Village of Citrus County														
Contribution to Salvation Army- Mobil Carteen				150,000										
Contribution to CCCC														
TOTAL EXPENDITURES	75,475	14,932	29,191	165,776									68,432	165,200
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(75,308)	(14,802)	(29,077)	(165,660)									285,375	335,570
OTHER SOURCES														
Reserve for preservation of CCHB assets														(284,847)
(Ch. 2014-254, Laws of Florida)	5,325,665	5,325,665	5,325,665	5,325,665									5,325,665	
EXCESS OF REVENUES AND OTHER USES OVER (UNDER) EXPENDITURES AND OTHER USES	\$ 5,250,357	\$ 5,310,862	\$ 5,296,587	\$ 5,160,005	\$	\$	\$	\$	\$	\$	\$	\$	\$ 5,040,813	\$ (213,570)

CITRUS COUNTY HOSPITAL BOARD
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE FOUR MONTH ENDED JANUARY 31, 2022

	MONTH	YEAR TO DATE	YEAR-TO-DATE BUDGET	POS/(NEG) VARIANCE	2021/22 BUDGET
REVENUES					
Ad valorem:					
Delinquent distributions	\$ -	\$ 35	\$ -	\$ 35	\$ -
Excess fees			-	-	-
Interest income	116	493	40,000	(39,507)	120,000
Legal fees reimbursement			-	-	-
Indemnity Refund CMS			-	-	-
Miscellaneous income			-	-	-
TOTAL REVENUES	116	528	40,000	(39,472)	120,000
EXPENDITURES					
Personnel Expenditures					
Salaries	10,661	55,405	43,663	(11,742)	131,000
Employer social security tax	661	3,435	2,833	(602)	8,500
Employer medicare tax	155	783	700	(83)	2,100
State unemployment tax	11	11	50	39	150
Health insurance			3,057	3,057	9,170
Employer FRS contribution	2,462	5,863	4,500	(1,363)	13,500
ADP fees	377	1,446	1,316	(130)	3,950
Total Personnel Expenditures	14,326	66,942	56,119	(10,823)	168,370
Administrative Expenditures					
Tax Collector commissions	-	1	-	(1)	-
Legal services- CCHB	360	1,935	24,997	23,062	75,000
Legal services- FRC Issues	-	14,332	-	(14,332)	-
Transcription services	-	-	-	-	-
Audit fees	-	-	3,433	3,433	10,300
Audit fees - lease transactions	-	-	833	833	2,500
Accounting and website services	-	-	1,500	1,500	4,500
Consulting fees- Auditor General operations audit	-	-	833	833	2,500
Consulting fees- Funding needs study	-	-	833	833	2,500
Bank fees	-	-	67	67	200
Membership fees	-	175	100	(75)	300
Office supplies, equipment and maintenance	-	118	167	49	500
Telephone and internet	287	1,154	1,333	179	4,000
Printing and copying	-	-	133	133	400
Postage, Shipping, Delivery	322	322	133	(189)	400
Rent	480	1,922	1,933	12	5,800
Travel, conferences and education	-	-	167	167	500
Insurance	-	47,165	15,999	(31,166)	48,000
Advertising	-	60	100	40	300
Miscellaneous expense	-	1,250	1,000	(250)	3,000
Total Administrative Expenditures	1,449	68,432	53,561	(14,871)	160,700
Other Expenditures					
Contribution to Veterans Village of Citrus County	-	-	-	-	-
Contribution to Salvation Army - Mobil Canteen	150,000	150,000	-	(150,000)	-
Contribution to CCCCF	-	-	-	-	-
TOTAL EXPENDITURES	165,776	285,375	109,680	(175,695)	329,070
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES					
	(165,660)	(284,847)	(69,680)	(215,167)	(209,070)
OTHER SOURCES (USES)					
Reserve for preservation of CCHB assets (Ch. 2014-254, Laws of Florida)					
	5,325,665	5,325,665	7,600,000	(2,274,335)	7,600,000
EXCESS OF REVENUES AND OTHER USES OVER (UNDER) EXPENDITURES AND OTHER USES					
	\$ 5,160,005	\$ 5,040,818	\$ 7,530,320	\$ (2,489,502)	\$ 7,390,930

**CITRUS COUNTY HOSPITAL BOARD
BALANCE SHEET
AS OF FEBRUARY 28, 2022**

	END OF MONTH
ASSETS	
Cash	\$ 5,026,668
Due from FRC	-
Accounts Receivable	-
From Escrow Accounts	-
Prepaid Expenses	-
TOTAL ASSETS	\$ 5,026,668
 LIABILITIES	
Accounts Payable	\$ 3,115
Payroll Liabilities	605
CCCCF Escrow Interest	-
Restricted - CMHF Expenses Payable	-
TOTAL LIABILITIES	3,720
 FUND BALANCE	
Beginning of Year	5,325,665
Current Year Revenues Over (Under) Expenditures	(302,717)
Total Fund Balance	5,022,948
 TOTAL LIABILITIES AND FUND BALANCE	 \$ 5,026,668

CITRUS COUNTY HOSPITAL BOARD
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ACCUMULATION OF MONTHLY AMOUNTS TO ARRIVE AT YEARLY AMOUNTS

	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	YEAR TO DATE	2021/22 BUDGET
REVENUES														
Ad valorem:														
Delinquent distributions	29	6	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Excess fees	138	124	114	116	402								35	
Interest income													595	120,000
Legal fees reimbursements														
Indemnity Refund OMS														
Miscellaneous income	168	130	114	116	402									
TOTAL REVENUES														
	10,439	10,550	23,753	10,661	10,661								66,086	131,000
EXPENDITURES														
Personnel Expenditures														
Salaries	647	654	1,473	661	661								4,096	6,500
Employer social security tax	151	153	344	155	155								14	150
Employer medicare tax													7,016	9,170
State unemployment tax													1,722	3,950
Health insurance	1,130	1,130	1,142	2,462	1,454								79,872	168,370
Employer FRS contribution	429	296	325	317	296								1	75,000
ADP fees	12,796	12,763	27,037	14,326	12,930								16,807	10,300
Total Personnel Expenditures														7,000
Administrative Expenditures														4,500
Tax collector commissions	1	0		360	840								750	2,500
Legal services-CCHB	195	1,380			2,275									200
Legal services-FRC issues	14,332													300
Transcription services														500
Audit fees														4,000
Audit fees - lease transactions														
Accounting and website services														
Consulting fees- Auditor General operations audit														
Consulting fees- Funding needs study														
Bank fees														
Membership fees	175													
Office supplies, equipment and maintenance	289	289	418	287	440								175	300
Telephone and internet													528	500
Printing and copying													1,440	4,000
Postage, shipping, delivery														
Rent	480	480	480	322	480								322	400
Travel, conferences and education													2,402	400
Insurance														5,800
Advertising	43		17											500
Miscellaneous expense														48,000
Total Administrative Expenditures	62,879	2,150	2,155	1,419	5,042								1,250	3,000
Other Expenditures														165,200
Contribution to Veterans Village of Citrus County				150,000										
Contribution to Salvation Army - Mobil Canteen														
Contribution to CCCF														
TOTAL EXPENDITURES														
	75,475	14,932	29,191	165,776	17,972								303,347	333,570
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES														
	(75,308)	(14,802)	(29,077)	(165,660)	(17,870)								(302,717)	(213,570)
OTHER SOURCES														
Reserve for preservation of CCHB assets	5,325,665	5,325,665	5,325,665	5,325,665	5,325,665								5,325,665	
(Ch. 2014-254, Laws of Florida)														
EXCESS OF REVENUES AND OTHER USES OVER (UNDER) EXPENDITURES AND OTHER USES														
	\$ 5,250,357	\$ 5,310,862	\$ 5,296,587	\$ 5,160,005	\$ 5,307,794	\$	\$	\$	\$	\$	\$	\$	\$ 5,022,948	\$ (213,570)

CITRUS COUNTY HOSPITAL BOARD
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE FIFTH MONTH ENDED FEBRUARY 28, 2022

	MONTH	YEAR TO DATE	YEAR-TO-DATE BUDGET	POS/(NEG) VARIANCE	2021/22 BUDGET
REVENUES					
Ad valorem:					
Delinquent distributions	\$ -	\$ 35	\$ -	\$ 35	\$ -
Excess fees					
Interest income	102	595	50,000	(49,405)	120,000
Legal fees reimbursement					
Indemnity Refund CMS					
Miscellaneous income					
TOTAL REVENUES	102	630	50,000	(49,370)	120,000
EXPENDITURES					
Personnel Expenditures					
Salaries	10,661	66,066	54,587	(11,479)	131,000
Employer social security tax	661	4,096	3,542	(554)	8,500
Employer medicare tax	155	938	875	(63)	2,100
State unemployment tax	3	14	62	48	150
Health insurance			3,821	3,821	9,170
Employer FRS contribution	1,154	7,016	5,625	(1,391)	13,500
ADP fees	296	1,742	1,646	(96)	3,950
Total Personnel Expenditures	12,930	79,872	70,158	(9,713)	168,370
Administrative Expenditures					
Tax Collector commissions	-	1	-	(1)	-
Legal services- CCHB	840	2,775	31,253	28,478	75,000
Legal services- FRC Issues	-	16,607	-	(16,607)	-
Transcription services	-				
Audit fees	-		4,292	4,292	10,300
Audit fees - lease transactions	-		1,042	1,042	2,500
Accounting and website services	750	750	1,875	1,125	4,500
Consulting fees- Auditor General operations audit			1,042	1,042	2,500
Consulting fees- Funding needs study			1,042	1,042	2,500
Bank fees			83	83	200
Membership fees	-	175	125	(50)	300
Office supplies, equipment and maintenance	410	528	208	(320)	500
Telephone and internet	287	1,440	1,667	226	4,000
Printing and copying			167	167	400
Postage, Shipping, Delivery	-	322	167	(155)	400
Rent	480	2,402	2,417	15	5,800
Travel, conferences and education			208	208	500
Insurance	-	47,165	20,000	(27,165)	48,000
Advertising	-	60	125	65	300
Miscellaneous expense	-	1,250	1,250	(0)	3,000
Total Administrative Expenditures	2,767	73,475	66,963	(6,512)	160,700
Other Expenditures					
Contribution to Veterans Village of Citrus County	-		-	-	-
Contribution to Salvation Army - Mobil Canteen	-	150,000	-	(150,000)	-
Contribution to CCCC	-		-	-	-
TOTAL EXPENDITURES	15,697	303,347	137,121	(166,226)	329,070
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES					
	(15,595)	(302,717)	(87,121)	(215,596)	(209,070)
OTHER SOURCES (USES)					
Reserve for preservation of CCHB assets (Ch. 2014-254, Laws of Florida)	5,325,665	5,325,665	7,600,000	(2,274,335)	7,600,000
EXCESS OF REVENUES AND OTHER USES OVER (UNDER) EXPENDITURES AND OTHER USES					
	\$ 5,310,069	\$ 5,022,947	\$ 7,512,879	\$ (2,489,931)	\$ 7,390,930

7 b.

CITRUS COUNTY HOSPITAL BOARD

INVOICES

ITEM	DATE	INVOICE #	NAME	AMOUNT
1	3/3/2022	17914	Shepard, Smith, Kohlmyer & Hand, PA	\$ 840.00
2	3/7/2022		Century 21, JW Morton Real Estate	\$ 250.00
3	3/14/2022		CenturyLink	\$ 286.68
4	3/16/2022		HCA (Rent for April)	\$ 480.42
5	3/17/2022	50027696	Citrus Publisig	\$ 23.66
			TOTAL \$	1,880.76

7 c.

**FOUNDATION RESOLUTION CORPORATION
INVOICES PAID BY THE
CITRUS COUNTY HOSPITAL BOARD**

ITEM	DATE	INVOICE #	NAME	AMOUNT
1	3/17/2022	1243	Karen Schapira	\$ 2,275.00
TOTAL \$				2,275.00

7 d.

JP MORGAN ESCROW ACCOUNT TRANSACTIONS
10/01/2021 - 9/30/2022

DESCRIPTION	DATE	EARNINGS	TRANSFER TO HCA	TRANSFER	TRANSFER FR	TRANSFER TO	ENDING BALANCE
BEG BALANCE	10/1/2021						6,500,000.00
TRANSACTIONS	10/31/2021	32.06					6,500,032.06
TRANSACTIONS	11/30/2021	33.12					6,500,065.18
TRANSACTIONS	12/31/2021	32.06					6,500,097.24
TRANSACTIONS	1/31/2022	33.13					6,500,130.37
TRANSACTIONS	2/28/2022	33.12					6,500,163.49
TRANSACTIONS	3/31/2022						6,500,163.49
TRANSACTIONS	4/30/2022						6,500,163.49
TRANSACTIONS	5/31/2022						6,500,163.49
TRANSACTIONS	6/30/2022						6,500,163.49
TRANSACTIONS	7/31/2022						6,500,163.49
TRANSACTIONS	8/31/2022						6,500,163.49
TRANSACTIONS	9/30/2022						6,500,163.49
		163.49					

CCHB CADENCE ACCOUNT TRANSACTIONS
10/01/2021 - 9/30/2022

DESCRIPTION	DATE	EARNINGS	TRANSFER FROM CCHB	TRANSFER TO CCHB	TRANSFER TO CCHB - CCCC	TRANSFER TO CCHB - CF	WIRE FEES	ENDING BALANCE
BEG BALANCE	10/1/2021							11,368,761.26
TRANSACTIONS	10/31/2021	193.11		50.00	354.02			11,368,550.35
TRANSACTIONS	11/30/2021	186.88						11,368,737.23
TRANSACTIONS	12/31/2022	193.11						11,368,930.34
TRANSACTIONS	1/31/2022	185.44			759.98			10,368,355.80
TRANSACTIONS	2/28/2022	159.08				1,000,000.00		10,368,514.88
TRANSACTIONS	3/31/2022							10,368,514.88
TRANSACTIONS	4/30/2022							10,368,514.88
TRANSACTIONS	5/31/2022							10,368,514.88
TRANSACTIONS	6/30/2022							10,368,514.88
TRANSACTIONS	7/31/2022							10,368,514.88
TRANSACTIONS	8/31/2022							10,368,514.88
TRANSACTIONS	9/30/2022							10,368,514.88
		917.62	-	50.00	1,114.00	1,000,000.00	-	

Check to CCCC	10/18/2021	3137	387.14	354.02	33.12		
from CCHB	1/18/2022	3162	759.98				
			<u>-</u>				
			<u>1,147.12</u>				

9

OLIVER & COMPANY, P.A.

1140 Sterling Road Inverness, Florida 34450

Phone: 352-746-1400 Fax: 352-746-0064

Invoice: 30127

Date: 02/28/2022

Foundation Resolution Corporation
c/o Clark Stillwell
PO Box 250
Inverness, FL 34451

For professional service rendered as follows:

Staff Rate @\$75.00 hr - \$52.50

02/10/2022	Hagye, Jane	Preparation of Bank Reconciliation for the month of January	0.20
02/10/2022	Hagye, Jane	Preparation of Profit and Loss Statement for the month of January 2022.	0.20
02/17/2022	Hagye, Jane	Preparation of checks.	0.20
02/18/2022	Hagye, Jane	Process checks.	0.10

Partner Rate @\$150.00 hr - \$22.50

02/10/2022	Nix, Pam	Review January	0.15
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Billed Time & Expenses \$75.00

Invoice Total \$75.00

THANK YOU FOR YOUR BUSINESS.
Balances over 30 days are subject to a 1.5%
monthly finance charge.

Please return this portion with payment.

Invoice: 30127

ID: FOUN0430

Foundation Resolution Corporation

Date: 02/28/2022

We accept Mastercard, Visa or Discover

Card Type: _____ Security Code: _____

Account Balance Due: \$75.00

Card #: _____ Exp Date: _____

Amount Enclosed: \$ _____

Signature: _____

10

RECORDS DISPOSITION DOCUMENT

NO. 009

PAGE 01 OF 01 PAGES

1. AGENCY NAME and ADDRESS
 Citrus County Hospital Board
 P.O. Box 1030
 Inverness FL 34451

2. AGENCY CONTACT (Name and Telephone Number)
 Karla Dozier
 (352) 341 - 2250 Ext.

3. NOTICE OF INTENTION: The scheduled records listed in Item 5 are to be disposed of in the manner checked below (specify only one).
 a. Destruction b. Microfilming and Destruction c. Other _____

4. SUBMITTED BY: I hereby certify that the records to be disposed of are correctly represented below, that any audit requirements for the records have been fully justified, and that further retention is not required for any litigation pending or imminent.

Signature _____

Name and Title _____

Date _____

5. LIST OF RECORD SERIES

a. Schedule No.	b. Item No.	c. Title	d. Retention	e. Inclusive Dates	f. Volume In Cubic Feet	g. Disposition Action and Date Completed After Authorization
GS1-SL	03	Administrative Support Records	OSA	07/30/2012 - 11/20/2012	0.40	
GS1-SL	435	Financial Transaction Records: Detail	5 FY	04/14/1971 - 12/02/1986	0.80	
GS1-SL	375	Truth-in-Millage (TRIM) Compliance Files	5 FY	03/31/1987 - 09/20/2004	0.20	
GS1-SL	271	Fee/Service Schedules	5 FY	11/08/1966 - 09/30/1987	0.50	
GS1-SL	38	Position Description Records	2 Years	07/08/1969 - 08/12/1969	0.10	
GS1-SL	17	Correspondence and Memoranda: Administrative	3 FY	11/19/1969 - 09/08/1987	1.00	
GS1-SL	57	Audits: Supporting Documents	5 FY	10/19/1988 - 11/21/1988	0.30	
GS1-SL	33	Minutes: Other Meetings	1 Year	01/23/1986 - 02/06/1986	0.10	
GS1-SL	65	Contracts/Leases/Agreements: Non-Capital Improvement	5 FY	10/01/1975 - 03/09/1987	1.30	
GS1-SL	436	Financial Transaction Records: Summary	10 FY	09/30/1975 - 09/30/1983	0.60	
GS1-SL	202	Petty Cash Documentation Records	5 FY	08/03/1971 - 05/09/1972	0.50	
GS1-SL	27	Litigation Case Files	5 Years	04/22/2013 - 01/22/2014	16.50	

6. DISPOSAL AUTHORIZATION: Disposal for the above listed records is authorized. Any deletions or modifications are indicated.

 Custodian/Records Management Liaison Officer Date

7. DISPOSAL CERTIFICATE: The above listed records have been disposed of in the manner and on the date shown in column g.

 Signature Date

 Name and Title

 Witness