FINANCE/INVESTMENT COMMITTEE MEETING

AUGUST 20, 2026 – 10:00 AM

CAMARILLO HEALTH CARE DISTRICT
3615 E LAS POSAS ROAD, OAK ROOM
CAMARILLO, CA 93010

AGENDA

Finance and Investment Committee Meeting
August 20, 2026, 10:00 a.m.
Camarillo Health Care District
3615 E Las Posas Road, Camarillo, CA 93010
Oak Room

Board Members
Thomas Doria, MD, Director
Cris Loughridge, Director

Staff
Blair Barker, Chief Executive Officer
Sonia Amezcua, Chief Administrative Officer
Brandie Thomas, Clerk to the Board

Participants
Samantha Prall, *Platinum Strategies, Inc.*

1. Call to Order – The Meeting of the Finance and Investment Committee was called to order by

____________________, at _____________.

2. Public Comment - Ca. Government Code Section 54954.3 - The Board reserves this time to hear from the public.

3. Review financial reports for quarter ending June 30, 2026.

4. Review of Board Policy Manual, Reserve Policy 1150.

5. Quarterly Legal Review

6. Credit Card Expense Review

7. Other Business

8. Next quarterly Finance Committee Meeting will be held on October 22, 2026, at 10:00 a.m.

9. Having no further business, this meeting is adjourned at _______________

ADA compliance statement; In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk to the Board of Directors, Brandie Thomas, at (805) 482-9382. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Camarillo HEALTH CARE DISTRICT

SECTION 3

FINANCIAL REPORTS
QUARTER ENDING JUNE 30, 2026

Camarillo Health Care District
Detail Statement of Revenues and Expenses
For the Period Ending June 30, 2026
Unaudited

		YTD FY 2026	Budget FY 2026	YTD Budget Used 100%	YTD Budget Used 100%
1	**Operating Revenues**				
2	Property Taxes	$ 3,840,994	$ 3,767,229	$ (73,765)	102%
3	Community Education	20,849	30,859	10,010	68%
4	Counseling	-	11,025	11,025	0%
5	ADC Fees	278,682	292,186	13,505	95%
6	Transportation Fees	41,964	50,400	8,437	83%
7	**Total Operating Revenues**	**4,182,488**	**4,151,699**	**(30,789)**	**101%**
8	**Non-Operating Revenues**				
9	Donations - Sr Nutrition Home Delivered	25,421	28,350	2,929	90%
10	Grants	724,139	683,614	(40,525)	106%
11	Donations	6,004	500	(5,504)	1201%
12	Scholarship Revenue	2,000	1,900	(100)	105%
13	Fischer Fund Distribution	152,334	152,000	(334)	100%
14	Other Revenue	16,741	15,700	(1,041)	107%
15	Interest Income	279,949	195,000	(84,949)	144%
16	**Total Non-Operating Revenues**	**1,206,588**	**1,077,064**	**(129,524)**	**112%**
17	**Total Revenues**	**5,389,076**	**5,228,763**	**(160,313)**	**103%**
18	**Operating Expenses**				
19	**Salaries and Benefits**				
20	Employee Salaries	1,702,054	2,135,175	433,121	80%
21	Payroll Taxes	135,367	167,154	31,787	81%
22	Employee Benefits	585,790	842,285	256,495	70%
23	PERS Retirement UAL	49,083	50,725	1,642	97%
24	**Total Salaries and Benefits**	**2,472,294**	**3,195,339**	**723,045**	**77%**
25	**Services and Supplies**				
26	IT Services	80,859	64,200	(16,659)	126%
27	Audit Fees	20,000	20,000	-	100%
28	Legal Fees	75,363	55,500	(19,863)	136%
29	Professional Services	182,312	169,612	(12,700)	107%
30	Educator Costs	4,060	5,810	1,750	70%
31	Professional Development	49,773	125,451	75,678	40%
32	Emerging Community Opportunities	-	150,000	150,000	0%
33	Subscriptions & Licenses	57,209	70,743	13,534	81%
34	Board Stipends	3,749	14,774	11,026	25%
35	Election Costs	-	1,000	1,000	0%
36	LAFCO Assessments	3,696	3,696	-	100%
37	Mileage	2,166	6,821	4,655	32%
38	Program Materials/Activities	341,380	371,102	29,722	92%
39	Repairs & Maintenance	58,274	99,624	41,350	58%
40	Equipment & Supplies	69,362	156,721	87,359	44%
41	Printing and Postage	167,892	150,286	(17,606)	112%
42	Advertising & Community Outreach	32,155	48,235	16,080	67%
43	Association Fees	78,672	78,813	141	100%
44	Insurance	101,924	115,147	13,223	89%
45	Utilities & Leases	78,594	82,061	3,467	96%
46	Capital	224,573	-	(224,573)	0%
47	**Total Services and Supplies**	**1,632,011**	**1,789,596**	**157,585**	**91%**
48	**Total Expenses**	**4,104,305**	**4,984,935**	**880,630**	**82%**
49	**Net Income**	**$ 1,284,771**	**$ 243,828**	**$ (1,040,943)**	

Preliminary - does not include all year end adjustments
Substantially all disclosures required by accounting principles generally accepted in the United States are not included.

Camarillo Health Care District
Statement of Net Assets
Unaudited

		Jun-25	Jun-26
	Assets		
1	Petty Cash	$ 2,135	$ 2,135
2	Cash	3,218,767	1,987,805
3	Investments	4,332,819	6,768,637
4	Accounts Receivable	146,881	119,698
5	Grant Receivable	55,112	105,313
5	Prepaids	135,144	151,319
6	Fixed Assets	1,004,779	1,110,965
7	Net Pension Asset	3,266,166	1,979,455
	Total Assets	**$ 12,161,804**	**$ 12,225,327**
	Liability		
8	Current Liabilities	259,311	218,588
9	Net Pension Liability	2,816,878	1,565,141
	Total Liability	**$ 2,903,098**	**$ 1,625,594**
10	**Fund Balance**	**9,258,706**	**10,599,733**
	Total Liabilities & Fund Balance	**$ 12,161,804**	**$ 12,225,327**

Preliminary - does not include all year end adjustments
Substantially all disclosures required by accounting principles generally accepted in the United States are not included.

CAMARILLO HEALTH CARE DISTRICT

Financial Statement Analysis

June 2026 – 100% of Fiscal Year

Unaudited

Line 2 Property Taxes: Property tax revenue is collected in two primary installments, typically in December and April. Due to this timing, revenue fluctuations throughout the fiscal year are expected, and variances in this line item often reflect the seasonal receipt schedule rather than changes in projected annual revenue. The year ended with property revenue exceeding budget.

Line 3 Community Education: Includes revenue generated from all community education programs and classes. Budget projections are based on historical participant enrollment trends and the anticipated volume and type of educational offerings scheduled during the fiscal year. The year ended with revenue less than budget due to less participation in classes.

Line 4 Counseling: Includes revenue derived from counseling service fees. Budget estimates are based on projected individual appointments calculated from anticipated annual service volume. The year ended with no revenue due to the district needing to get approvals for this service.

Line 5 ADC Fees: Includes revenue from Adult Day Care services. Budget projections are created by historical enrollment patterns, anticipated enrollment levels, daily maximum capacity ratios, client acuity (etiology), and average attendance per day, week, and month. The year ended with revenue less than budget due to less participation than anticipated.

Line 6 Transportation Fees: Includes transportation service fees and adjustments for fare refunds or overpayments. Budget projections are based on established fare rates and anticipated usage levels calculated from historical trip volume, including trips within and outside District boundaries. The year ended with revenue less than budget due to less participation than anticipated.

Line 9 Sr Nutrition Home Delivered: Includes voluntary donations received in support of the Senior Nutrition home-delivered meal program. Budget amounts are based on historical donation trends. The year ended with revenue less than budget due to less donations than anticipated.

Line 10 Grants: Includes revenue from all awarded grants. Variances between YTD actuals and budget may occur due to timing of reimbursement requests, payment schedules, grant term periods, or the nature of funding (one-time, recurring, competitive renewal cycles, or mandatory cooling-off periods). Grant revenue ended the year over budget due to receiving more grants than anticipated.

Line 11 Donations: Includes unrestricted and restricted donations received in support of District programming and services. This revenue category ended the year with more donor activity than budgeted for.

Line 12 Scholarship Revenue: Includes restricted scholarship funding designated to subsidize participation in select programs, such as Transportation and Adult Day Services. YTD balance is caregiver symposium sponsorship from Ventura County Medical Resource Foundation.

Line 13 Fischer Fund Distribution: Represents annual distribution from the Fischer Fund, a bequest from former transportation client Russell Fischer. The fund is administered by the Ventura County Community Foundation (VCCF). The annual distribution amount is determined by VCCF in accordance with their investment and distribution policies and is typically disbursed in late October. The district does not determine the distribution amount or timing.

Line 14 Other Revenue: Includes miscellaneous revenue such as advertising in *Healthy Attitudes* magazine and facility rental income. Variances may occur depending on advertising demand, rental activity, and community usage trends. The year ended with a majority of Other Revenue from rental/lease revenue.

Line 15 Interest Income: Includes interest earned on District bank accounts and investments. The year ended with interest income exceeding budget due to actively maintaining as much cash as possible in CLASS from month to month.

Line 20 Employee Salaries: Includes salary expenditures for all District employees across departments. Budgeted amounts reflect approved staffing levels and compensation schedules. The year ended under budget due to not all vacant budgeted positions being filled.

Line 21 Payroll Taxes: Includes employer-paid payroll taxes for all District employees across departments. Costs fluctuate proportionally with salary expenditures. The year ended under budget due to not all vacant budgeted positions being filled.

Line 22 Employee Benefits: Includes employer contributions to CalPERS, Workers' Compensation, life insurance, and Other Post-Employment Benefits (OPEB). The year ended under budget due to not all vacant budgeted positions being filled.

Line 23 PERS Retirement UAL: Represents the District's annual required payment toward CalPERS Unfunded Accrued Liability (UAL). This payment addresses the difference between projected retirement obligations and available plan assets. The annual payment is typically made in July; therefore, the expense is budgeted at 100% for the fiscal year regardless of interim reporting period.

Line 26 IT Services: Includes contracted information technology services and support. Variances may occur depending on operational needs, system upgrades, cybersecurity requirements, and service enhancements. The year ended over budget due to more services and support needed.

Line 27 Audit Fees: Includes independent auditing and accounting services. Variances may occur depending on audit scope, additional reporting requirements, or special projects. The year end in line with budget.

Line 28 Legal Fees: Includes legal services for general counsel, governance, compliance, and other District needs. Actual expenses may vary based on service demand and complexity of legal matters. The year ended over budget due to additional legal services needed.

Line 29 Professional Services: Includes contracted operational services such as accounting consultants, janitorial services, facility maintenance contractors, and other professional support across departments. The year ended slightly over budget due to additional services needed.

Line 30 Educator Costs: Includes payments to contracted educators based on a 70/30 revenue-sharing agreement for eligible programs. The year ended under budget due to less class participation.

Line 31 Professional Development: Includes continuing education, certifications, and outreach-related professional development for Trustees and staff. The year ended under budget based on timing of education and certifications based on the needs of the staff and Board.

Line 32 Emerging Community Opportunity: Represents a strategic contingency allocation reserved for unanticipated opportunities aligned with the district's mission and vision. This line item allows the district to respond proactively to emerging community needs or collaborative initiatives.

Line 33 Subscriptions & Licenses: Includes annual licenses, software fees, professional dues, and subscriptions. The year ended under budget due to more subscriptions budgeted for then needed or used.

Line 34 Board Stipend: Includes stipends paid to Board members for attendance at authorized meetings.

Line 35 Election Costs: Includes costs associated with Board elections in applicable fiscal years. Expenses vary depending on election cycles.

Line 36 LAFCO Assessments: includes costs for local agency formation commissions (LAFCO). LAFCO costs are charged to cover the work required to review and regulate changes in local government boundaries and services. The fees pay for the process that makes sure changes are legal, fair, and in public interest.

Line 37 Mileage: Includes reimbursement to employees for authorized use of personal vehicles for District business. The year ended under budget due to less staff transportation needed than budgeted for.

Line 38 Program Materials/Activities: Includes supplies and materials necessary to deliver programs across departments. Variances may reflect changes in program volume or activity offerings.

Line 39 Repairs & Maintenance: Includes costs related to maintenance and repair of District facilities and vehicles, including transportation fleet upkeep (such as gas, oil, 90-day service and more). The year ended under budget due to less vehicle use than anticipated.

Line 40 Equipment & Supplies: Includes minor equipment purchases and general departmental supplies. The year ended under budget due to moving purchase of HVAC under capital although it was budgeted under equipment.

Line 41 Printing and Postage: includes costs for printing mailing cost, and postage, for example the district's quarterly magazine and other outreach materials.

Line 42 Advertising & Community Outreach: Includes printing and mailing costs, including distribution of the district's quarterly magazine, and other outreach/advertising events, such as job announcements, health fairs, farmers market, ads in print and digital advertising.

Line 43 Association Fees: Includes monthly association dues managed by a property management company. Annual increases typically range between 2% and 8%. The year ended right in line with budget.

Line 44 Insurance: Includes costs of District insurance coverage such as crime, auto, directors & officers, liability, workers' compensation, cyber liability, and property insurance. The year ended slightly under budget.

Line 45 Utilities & Leases: includes telephone, utility and storage rent costs for all departments.

Line 46 Capital: Represents items purchased but qualify under GASB rules as Capital. This includes an HVAC for Adult Day Care, a Van purchase and deposit for Server upgrade.

Line 49 Net Income: Represents total revenues less total expenses for the fiscal period. The year ended with revenue higher than expenses due to more grants and interest revenue, along with other costs not needed in this fiscal year.

Camarillo Health Care District
Investment & Reserves Report
30-Jun-26

LAIF & CLASS	6/30/2026	2025 - 2026 Interest Earned
Vehicle Fleet Reserve	99,142	2,787
Technology Reserve	261,144	7,340
Project/Special Use Reserve	260,055	7,309
Capital Improvement Reserve	798,255	22,436
General Operating Reserve	2,538,253	71,340
Undesignated - General Operating	2,425,730	17,636
Total LAIF & CLASS	**6,382,578**	**128,849**
Five Star Bank		
General Operating Fund - Five Star	438,709	
Payroll - Five Star	0	
Money Market Fund - Five Star	1,527,749	65,149
Total Five Star Bank	**1,966,458**	**65,149**
Mechanics Bank		
Checking	0	0.00
Savings	23,310	0.31
Total Savings & CD's	**23,310**	**0.31**
Scholarships & Petty Cash Funds	**5,224**	
Ventura County Treasurer Pool	**9,460**	**0**
Total in interest earning accounts	**8,387,029**	**193,998**

Reserve Funds	Minimum Target	6/30/2025 Balance	2025/2026 Allocated	2025/2026 Interest	6/30/2026 Balance	Annual Funding Goal
Vehicle Fleet Reserve	100,000	96,355	0	2,787	99,142	5,000
Technology Reserve	250,000	253,803	0	7,340	261,144	5,000
Project/Special Use Reserve	250,000	252,746	0	7,309	260,055	5,000
Capital Improvement Reserve	750,000	775,820	0	22,436	798,255	10,000
General Operating Reserve	2,547,493	2,466,912	0	71,340	2,538,253	100,000
Reserves & Contingencies	3,897,493	3,845,636	0	111,213	3,956,848	125,000

Per California Government Code Section 53600 et. Seq., specifically section 53646 and section 53607, the attached investment report details all investment related activity in the current period.
Camarillo Health Care District's (CHCD) investable funds are currently invested in California CLASS, LAIF, and the Ventura County Treasurer's Investment pool, and their individual investment transactions are not reportable under the Government code. That said, CHCD's investment policy has taken a prudent investment course, in compliance with the "Prudent Investor's Policy" designed to protect public funds.

SECTION 4

RESERVE POLICY 1150

Camarillo Health Care District

POLICY MANUAL

POLICY TITLE: **Reserve Policy**
POLICY NUMBER: **1150**

Purpose: The Camarillo Health Care District (District) shall maintain reserve funds from existing unrestricted funds as designated by the District's Reserve Policy. This policy establishes the procedure and level of reserve funding to achieve the following goals:

- Fund replacement and major repairs for District physical assets
- Fund replacement and upgrades of IT performance systems, hardware and software
- Fund designated projects/programs, or other special uses, requiring additional monetary support
- Fund capital improvements
- Maintain standard operational sustainability in periods of economic uncertainty

1150.1 Assignment of District reserves is limited to unrestricted funds available out of a surplus net position, and not otherwise obligated by law, contract or agreement, including donations, interest earned, fees for service or other non-grant earnings. Reserve fund assignment can be designated through the budgeting process, or by approval of the Board of Directors, in order to address needs/opportunities in a timely fashion.

The following list reflects current District reserve funds:

- **Vehicle Fleet Reserve**: Vehicle Fleet Reserve will accumulate from available unrestricted funds, at a minimum goal of $5,000 annually. The target amount of Vehicle Fleet Reserve will be $500,000. These funds are designated for the replacement, maintenance and acquisition of District vehicles.
- **Technology Reserve:** Technology Reserve will accumulate from available unrestricted funds at a minimum goal of $5,000 annually. The target amount of Technology Reserves will be $300,000.
- **Project/Special Use Reserve**: Project/Special Use Reserve will accumulate from available unrestricted funds at a minimum goal of $5,000 annually. The target amount of Project/Special Use Reserve will be $250,000.
- **Continuation of District Services**: Continuation of District Services Reserve will accumulate from available unrestricted funds at a minimum goal of $5,000 annually. The target amount of Continuation of District Services is $1,000,000.
- **Capital Improvement Reserve**: Capital Improvement Reserve will accumulate from available unrestricted funds at a minimum goal of $10,000 annually. Designated Capital Improvement Reserve may be used to cover major facility improvements (construction, installation of new doors or windows, replacing doors and windows, HVAC replacement,

alarm system installation, etc.). The target amount of Capital Improvement Reserve will be $750,000.

- **General Operating Reserve**: General Operating Reserve will accumulate from available unrestricted funds at a target amount sufficient to provide sources of funding for operating District services, at a minimum goal of $50,000 annually. Designated General Operating Reserve may be used toward satisfying Section 2.6 of Investment Policy, deeming it prudent by that a sum equal to fifty percent (50%) of annual budgeted expenditures be available.

1150.2 Utilization of Reserve Funds: Drawing upon reserve funding requires approval by the Board of Directors. The following describes the intended uses of each fund:

- **Vehicle Fleet Reserve**: for replacements, purchases and/or repairs necessary to support District transportation operations.
- **Technology Reserve**: for the purchase of IT performance systems, hardware and software, in support of District operations, with the intent of maintaining appropriate modern technology for efficient and effective employee use, and direct client services.
- **Designated Project/Special Use Reserve**: for the purpose of furthering the District's mission, in alignment with the precepts of the Strategic Plan; special uses will be identified by the CEO and/or the Board of Directors, and approved by the Board of Directors.
- **Continuation of District Services Reserve:** Continuation of District Services Reserve will ensure uninterrupted services in the event of an incident that renders District facilities unusable. This reserve may be used to support temporary relocation, including but not limited to leasing and operational costs associated with securing alternative space within the District's service area for an estimated period of 6 (six) to eighteen (18) months. The target balance for this reserve will be reviewed periodically and informed by prevailing commercial lease rates per square foot and anticipated space needs necessary to maintain essential operations.
- **Capital Improvement Reserve**: Capital Improvement Reserves will be limited to costs related to making changes to improve capital assets, increase their useful life, or add to the value of these assets.
- **General Operating Reserve**: toward the purpose of satisfying Section 2.6 of Investment Policy

1150.3 Monitoring Reserve Levels: The Chief Executive Officer (CEO) shall annually review District reserve balances and present any recommendations or changes to reserve funding, allocations or reserve categories to the Finance Committee each August. The CEO shall obtain an annual reserve status analysis from the District's financial service provider for consideration during the review and approval of the annual Budget and Investment and Reserves Report. Additional reserve information may be presented to the Board of Directors upon the occurrence of:

- When a major change in conditions threatens the reserve levels established by this policy or calls into question the effectiveness of this policy;
- Upon CEO and/or Board request.

Reserve Distribution FY 2026 Revenue over Expenses

Reserve Funds	Minimum Target	6/30/26 Balance	Amount to meet target	Percentage based on remaining balances over total	Transfer Amount
Technology Reserve	300,000	261,911	38,089	2%	31,694
General Operating Reserve	2,538,216	2,432,858	105,357	7%	87,668
Vehicle Fleet Reserve	500,000	99,433	400,567	26%	333,311
Continuation of District Service - NEW	1,000,000	-	1,000,000	65%	832,099
Project/Special Use Reserve	250,000	260,028	TARGET MET		-
Capital Improvement Reserve	750,000	800,601	TARGET MET		-
TOTAL Reserves & Contingencies	5,338,216	3,854,832	1,544,013		1,284,771