

**TEHACHAPI VALLEY HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING**

**Date: September 21, 2021**

**Place: Tehachapi Valley Healthcare District Office**

**116 W E Street**

**Tehachapi, CA 93561**

**Time: 4:30 p.m.**

Teleconference available ~ 351-888-6527

---

**AGENDA**

**I. CALL TO ORDER**

**II. FLAG SALUTE**

**III. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

This time is reserved for persons to address the Board of Directors on matters not on the agenda over which the District has jurisdiction. Time is limited to 3 minutes per speaker. The Board of Directors can take no action on your presentation. Any person desiring to speak on an item on the agenda will be given an opportunity to do so prior to the Board of Directors acting on the item.

**IV. CONSENT AGENDA**

The following items are considered routine and non-controversial by District Staff and may be approved by one motion. If a member of the Board or audience wishes to comment or ask questions on an item, it will be moved to New Business or Reports.

**A. Approval of Minutes**

- |  |       |
|--|-------|
| 1. Board of Directors Meeting 8/17/2021                      | Tab 1 |
| 2. Receive and File, Community Outreach Committee, 8/10/2021 | Tab 2 |
| 3. Receive and File, Finance Committee, 8/11/2021            | Tab 3 |
| 4. Special Board Meeting- Strategic Planning, 8/12/21        | Tab 4 |

- |   |       |
|---|-------|
| <b>B. Finance Statement of Cash Flows</b> | Tab 5 |
|---|-------|

**V. OLD BUSINESS**

- |                        |       |
|------------------------|-------|
| A. CEO Job Description | Tab 6 |
|------------------------|-------|

**VI. NEW BUSINESS**

- |  |        |
|--|--------|
| A. GO Bond Refinancing (CFW, Inc)                        | Tab 7  |
| B. DHCS IGT Program Enrollment                           |        |
| C. Ideas for Community Resource Center                   | Tab 8  |
| D. RFP for Planning, Architectural, Engineering Services | Tab 9  |
| E. Mobile Generator Bid                                  | Tab 10 |
| F. Vacant Board Seat Applicants                          | Tab 11 |

- VII. **REPORTS**
  - A. Community Outreach Report
  - B. CEO Report

Tab 12

VIII. **BOARD COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

- IX. **CLOSED SESSION**
  - A. Personnel Evaluation: CEO

X. **ADJOURNMENT**

**NOTICE TO THE PUBLIC**

**PUBLIC COMMENT PERIOD FOR REGULAR MEETINGS**

Members of the public may comment on any item on the agenda before the Board takes action on it. The public may also comment on items of interest to the public that is within the subject matter jurisdiction of the Board; provided, however, the Board may not take action on any item not appearing on the agenda unless the action is otherwise authorized by law. Any person addressing the Board will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak.

**COPIES OF PUBLIC RECORDS**

All writings, materials, and information provided to the Board for their consideration relating to any open session agenda item of the meeting are available for public inspection and copying during regular business hours at the Administration Office of the District at 116 WE St., Tehachapi, California.

**COMPLIANCE WITH ADA**

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (Cal. Gov't Cod. § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting, should contact the Executive Office during regular business hours by phone at 661-750-4848, or in person at the District's Administrative Office at 116 WE St., Tehachapi, California.



TEHACHAPI VALLEY HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING  
MINUTES

116 W E Street  
Tehachapi, CA 93561  
August 17, 2021

4:30pm

**Board Present:** Mike Nixon, Christine Sherrill, William Steele, Duane Moats

**Staff Present:** Caroline Wasielewski, CEO; Chet Beedle, via teleconference  
Scott Nave, Legal Counsel

**I. CALL TO ORDER**

Chair Mike Nixon called the meeting to order at 4:30 pm.

**II. FLAG SALUTE**

**III. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

None

**IV. CONSENT AGENDA**

**A. Approval of Minutes**

1. Board of Directors Meeting, 7/20/21
2. Receive and File, Community Outreach Committee, 7/13/21
3. Receive and File, Strategic Planning Committee, 7/15/21

Consent Agenda Approval

**MSA: STEELE/SHERRILL; ROLL CALL 5-0; APPROVED**

**V. OLD BUSINESS**

**A. Adventist Health - Tenant Improvement Medical Office Building**

David Butler, President of Adventist Health Tehachapi Valley addressed to the Board concerning the proposed tenant improvements to the hospital at 1100 Magellan Drive. As per the Affiliation Agreement, any improvement of \$100,000 or more must be approved by the Tehachapi Valley Healthcare District Board. Adventist Health wants to build a medical office building, approximately 10,000 square feet at an estimated cost of \$7 million. It would house the Community Care Clinic, Physical Therapy, and a multitude of specialists. The aim is to help more people in the community. Since the land is owned by TVHD, Mr.

Butler asked if the current master lease could be extended, to encompass the new medical office building. Scott Nave, legal counsel responded that since the current lease between TVHD and AH represents 50% or more of our assets, there must be public approval, in the form of a vote, to extend it. There would be associated election costs to this. Director Steele suggested a separate lease just for the land that will be used for the medical office building. Mr. Nave stated that if there is a new lease, it would be for the land that AH is going to use for the office building. That would not represent 50% or more of our assets so no public vote needed. The term can be for another 30 years or can coincide with original lease. Mr. Butler will take this information back to legal team to discuss.

The Board will need more plans and designs of building to do a final approval.

## VI. NEW BUSINESS

### A. Resolution of Acknowledgement for Dr. Sam Conklin

Director Sam Conklin, MD has resigned from the Tehachapi Valley Healthcare District Board. To fill the vacancy, a notice will be displayed on the website, and in two additional public places for at least 15 days. The Board will review applications and then has 60 days to fill the seat. That director will serve until the next general election which will be November 2022. The Board directed Ms. Wasielewski to place the notice in the Loop and Tehachapi News newspapers.

Director Moats motioned to approve the Resolution to Acknowledge Dr. Conklin for his incredible contribution to the Tehachapi Valley Healthcare District. Director Steele Seconded, there was no discussion. The resolution was approved 4-0.

**MSA; MOATS/STEELE; APPROVED 4-0**

## VII. REPORTS

### A. Finance Report (Wasielewski)

CFO Beedle was not available for the meeting. CEO Wasielewski filled in and reviewed the Statement of Cash Flows included in the packet.

### B. CEO Report

Ms. Wasielewski reviewed the CEO report in the board packet. Ms. Wasielewski reported on participation in National Night Out. An RFP will be sent out to collect bids on 2 mobile generators. The demolition of 115 W E Street will likely be in September due to a delay from Southern California Edison in removing the meters and disconnecting the transformer. A Notice of Termination has been file with the California



Water Board for an outstanding construction permit at 1100 Magellan Drive. Lisa Hughes is completing the audit with Rick Jackson. Ms. Wasielewski and Director Sherrill are applying for a \$100,000 grant from PG&E.

Board of Director Travel

None

**VIII. BOARD COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

None

**IX. CLOSED SESSION**

A. Personnel Evaluation: CEO

**X. CLOSED SESSION REPORT**

Board discussed CEO Evaluation and no action was taken.

**XI. ADJOURNMENT**

Meeting adjourned at 5:03 pm

Respectfully,

Christine Sherrill  
Secretary

*Tehachapi Valley Healthcare District  
Community Outreach Committee  
Meeting Minutes  
August 10, 2021  
116 W E Street, Tehachapi, CA  
12:00 pm*

**I. CALL TO ORDER**

Director Steele called to order the regular meeting of the Community Outreach Committee at 12:13 pm on 7/13/2021 at TVHD Office.

**II. ROLL CALL**

Directors William Steele and Christine Sherrill were present. Staff member Caroline Wasielewski was present.

**III. APPROVAL OF MINUTES**

The committee approved unanimously the minutes from July 13, 2021.

**IV. OLD BUSINESS**

**A. National Night Out - Debriefing**

Ms. Wasielewski reported to the Committee about TVHD's display and educational display at the Tehachapi National Night out event. Multiple posters were displayed, and the topics covered were climate change education, sustainability, emergency preparedness, the new TVHD website and the importance of knowing your neighbors. There was also a thank you card for the Tehachapi Police and Fire Department which children were encouraged sign.

**V. NEW BUSINESS**

**A. PGE Grant**

Director Sherrill and Ms. Wasielewski discussed the background for PG&E grant. Environmental change is happening, and there are projections for its severity. Tehachapi is impacted by extreme heat events and wildfires. The grant award is \$100,000 and TVHD plans to use the funds for solar panel on the new Community Wellness Center to be erected on the old hospital site. There will also be a cooling center available for healthcare district residents to use in the event of extreme temperatures and plans for a Wellness Check system. Member of the community



who wish to be 'checked in' on during hot weather, quarantines, or any other emergencies either manmade or natural, can sign up and TVHD will partner with other community groups to make these calls.

**B. Outreach Opportunities**

Director Steele spoke to Kara Ralston from Camarillo Healthcare District and reported on their activities. He had a newsletter that they print and mail to their constituents. It costs them about \$1200 per mailing and is estimated to reach about 40,000 households. The committee discussed the possibility of mailing out a newsletter from the district sometime in the future. In the meantime, Mr. Steele suggested writing something that could be printed in the newspaper.

**VI. REPORTS**

**A. TVHD Cash Flow Report July 2021**

Ms. Wasielewski presented the cash flow report that was in the packet.

**VII. ADJOURNMENT**

The meeting was adjourned at 1:16pm

Minutes approved by: \_\_\_\_\_

William Steele

TEHACHAPI VALLEY HEALTHCARE DISTRICT  
FINANCE COMMITTEE MINUTES

AUGUST 11, 2021

VIA TELECONFERENCE

661-750-4797

12:30 PM

116 W E STREET, TEHACHAPI, CA 93561

BOARD MEMBERS PRESENT: DUANE MOATS

STAFF PRESENT: LISA HUGHES, BUSINESS MANAGER; CAROLINE WASIELEWSKI, CEO

RECORDED AND TRANSCRIBED BY: CAROLINE WASIELEWSKI, CEO

APPROVAL: \_\_\_\_\_ DATE: \_\_\_\_\_

COMMITTEE ACTIONS AND DIRECTIONS SHOWN IN CAPS AND BOLD

- I. CALL TO ORDER  
Duane Moats called the Finance Committee Meeting to order at 12:30 PM
- II. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA  
None
- III. APPROVAL OF MINUTES  
MAY 12, 2021 MINUTES  
**MSA MOATS/WASIELEWSKI; APPROVED**
- IV. REPORTS
  1. JULY 2021 STATEMENT OF CASH FLOWS  
CEO Wasielewski and the committee reviewed the statement of cash flows.
  2. JULY 2021 CHECK REGISTER  
Ms. Wasielewski explained the check register for July 2021. There were no questions.
  3. JULY 2021 BANK STATEMENT  
Ms. Wasielewski reviewed the bank statement. All items were accounted for.



V. OLD BUSINESS

Update on 115 W E Street Building

The demolition is on hold until Southern California Edison can remove all the electric meters and disconnect from the street.

VI. NEW BUSINESS

FY21 AUDIT PROCESS

Ms. Wasielewski reported that staff has been working with Auditor Rick Jackson and almost all items are submitted. All is on time. She Thanked Lisa Hughes for her organization and collection of items.

VII. BOARD COMMENTS ON BUSINESS NOT APPEARING ON THE AGENDA

None

VIII. ADJOURNMENT

THE MEETING WAS ADJOURNED AT 12:57 PM

TEHACHAPI VALLEY HEALTHCARE DISTRICT  
SPECIAL BOARD MEETING  
STRATEGIC PLANNING  
**MINUTES**  
**August 12, 2021**  
**Teleconference**  
**661-750-4797**  
**12:30 pm**

**Board Members Present:** Christine Sherrill, Mike Nixon, Duane Moats, William Steele

**Staff Present:** Caroline Wasielewski, CEO

**Transcribed by:** Recorded and Transcribed by Caroline Wasielewski, CEO

**Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Mike Nixon, Chair**

**COMMITTEE ACTIONS AND DIRECTION SHOWN IN CAPS AND BOLD**

**I. CALL TO ORDER**

Mike Nixon called the Special Board - Strategic Planning Committee meeting to order at 12:30 pm.

**II. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

None.

**III. APPROVAL OF MINUTES**

- A. Approval of July 15, 2021, Strategic Planning Minutes- approved  
**MSA; Sherrill/Nixon; APPROVED**

**IV. OLD BUSINESS**

A. 115 W E Street Community Resource Center – plans, work session

The Board began by discussing the trees that are in the front of the existing building. It again was stated that the trees have cracked the whole foundation of the building. The board is in favor of removing the trees.

The discussion was around 115 being a three-phase project. Members of the board are still interested in a two-story building. Director Steele suggested there be soil remediation for the dust that is left after the building is torn down. They will also need to find out who is the owner of the gravel lot behind the Bible Bookstore. Ms. Wasielewski commented that the owner is known, it is a Trust. She is working on finding out the contact information. The Board would like to include solar units on the new building or on parking coverings, also charging stations. TVHD will apply for a grant that could potentially pay for most of the solar units and perhaps a loan could be attained for the remainder.



The Board looked at a diagram of the land where the new building would be and sketched the potential buildings that would fit. The discussion resulted in the priority for phase 1 would be an 8400 square foot community resource center with various meeting rooms that could be rented out and approximately 5000 square foot building for local community partner Mountain Pathways. There is a \$300,000 in grant funds secured to be used for portable generators that would power part of the resource center in times of power outages. and possibly a truck that would be used to tow them to multiple city businesses or agencies that would need them.

Phase 2 would involve using the remaining area on the west side of the property for retail storefronts that would be leased. There is even potential to make them two story and add apartment units on the upper level. Phase 3 involves the building on the east side of the property that are currently leased by Adventist Health.

Chairman Mike Nixon asked the Board members to draw their ideas of what they envision for the first phase building and bring it to the next board meeting. Ms. Wasielewski must begin by gathering proposals for the design/architect firm to use.

**V. NEW BUSINESS**

None

**VI. REPORTS**

**A. TVHD BUDGETED CASH FLOW PROJECTION**

The committee reviewed the cash flow handout that was included in the meeting packet.

**VII. BOARD COMMENTS ON BUSINESS NOT APPEARING ON THE AGENDA**

None

**VIII. Adjournment**

The meeting adjourned at 1:45 pm

# Cash Flow

**Tehachapi Valley Healthcare District**  
**8/1/2021-8/31/2021**

Starting Balance General

50,000

### Cash Receipts

Bad Debt Recovery  
 Private Pay  
 Rents/Refunds  
 Property Taxes

617	
105	
2,724	
14,251	
	17,697
	67,697

**Total Cash Received**  
 Total General

### Cash Out

Wages  
 Professional Fees  
 Fringe Benefits  
 Office Supplies  
 Business Expenses  
 Utilities  
 Contract Labor  
 Bank Fees  
 Other

14,164	
11,310	
2,080	
388	
5,651	
937	
360	
50	
2,469	
	37,409

**Total Expenses**

**Net Cash Balance - General**

30,288

### Other Accounts

C, Property Tax, Payroll, IGT/Grants, Fund Dep, Med Overpmt, Sweep

1,684,961	
	1,715,249

**Total Cash Balance**



## Cash Out

Wages	14,164
Professional Fees	11,310
Fringe Benefits	2,080
Office Supplies	388
Business Expenses	5,651
Utilities	937
Contract Labor	360
Bank Fees	50
Other	2,469
<b>Total Expenses</b>	<b>37,409</b>
<b>Net Cash Balance - General</b>	<b>29,957</b>

### Professional Fees

Auditor - 9530  
Legal Counsel - 1780

### Fringe

Humana - 545  
Aflac- 59  
UHC -1476

### Office Supplies

106.49- Witts  
140.73- Witts  
140.82- Witts

### Business Expenses

Alarm - 35  
Shred - 510.38  
PO Box - 72.60  
Spectrum- 368.90  
Phone - 228.21  
HL - 1404.89  
Website - 200  
Diamond - 1711.94  
Amex - 611.81  
Petty Cash - 15  
Toshiba - 507.02

### Utilities

Gas - 49.94  
Garbage/Water - 886.96

### Contract Labor

Cleaning - 180  
Landscaping - 100  
Pest Control - 80

### Bank Fees

Sierra Monthly fee -50

### Other

Talx- 75  
Beta- 597.19  
Beta-597.19  
116 Rent- 500  
Board fees - 700

## Job Description

---

**Job Title: Chief Executive Officer**

**Supervised by: Board of Directors**

**Original Date:** \_\_\_\_\_

**Reviewed and Revised:** \_\_\_\_\_

---

**Job Summary:** The Chief Executive Officer (CEO) functions with authority from and serves at the pleasure of the Board of Directors for Tehachapi Valley Healthcare District (TVHD). CEO will provide leadership, management, and assume responsibility and accountability for the overall strategic and operational planning of TVHD.

### **Chief Executive Officer duties and responsibilities**

- Oversees financial performance while ensuring that all regulatory obligations are met
- Manage the design and implementation of new programs and services
- Develops and implements financial procedures and controls, and organizational policies and programs
- Increase revenue and implements operating cost controls in the areas of staffing, supplies, purchased services, etc.
- Ensure timely submission of fiscal budget, financial plans, and capital expenditures in accordance with Board directives and guidance
- Develop and maintain a detailed 1-3 and 5 year strategic plan in coordination with the Board of Directors

- Develops measurable goals and objectives and reports on goals and objectives ~~at least~~ ~~at least~~ ~~quarterly~~ ~~quarterly~~ -to the Board Directors
- Maintain regulatory requirements to assure District is in compliance at all times
- Maintains District records in accordance with law and in appropriate order
- Prepares Request for Proposals/Request for Quotes and effectively manages contract negotiations under Board direction
- Ensures the District is staffed with well-trained, quality, and engaged employees/volunteers at all times; works closely with the Board of Directors to develop effective hiring, training, and compensation plans to retain our quality talent; and leads and mentors staff, engaging and empowering them to be successful in serving customers/community
- Represents the District at important business functions, community events, industry training and events, and networking opportunities
- Updates job knowledge by remaining aware of new regulations, participating in educational opportunities, reading professional publications, maintaining personal networks, and participating in professional organizations.

### **Education, Experience, and Licensing Requirements**

- Bachelor's or master's degree in business, accounting, finance, or a related field
- Minimum of 5 years of management experience in organization of similar size and complexity
- Comprehensive understanding of the industry including risk management, compliance, and regulatory requirements



- Understanding of accounting principles including budgeting, balance sheets, income statements, cash flow, and capital planning management (this is more applicable for the CFO)
- Thorough knowledge of California public works projects, including bidding and contract management
- Demonstrate ability in public speaking, written and oral communication, and interpersonal communications
- Board certification by a recognized professional organization, such as the American College of Healthcare Executives is strongly preferred and will be considered in setting compensation.

---

I have received, read and understand the requirements of this position and attest that I will adhere to these requirements.

---

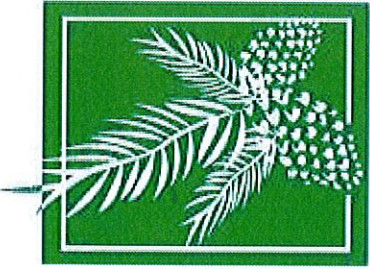
Print Name of Employee

---

Employee Signature

---

Date



# Tehachapi Valley Healthcare District

Kern County

## Opportunity to Refinance GO Bonds

*September 21, 2021*

6425 CHRISTIE AVENUE  
SUITE 270  
EMERYVILLE, CA 94608  
(510) 596-8170

815 COLORADO BLVD  
SUITE 201  
LOS ANGELES, CA 90041  
(323) 202-2550



**CFW ADVISORY**  
SERVICES

# Summary of Opportunity to Refinance Bonds

- The District may have an opportunity to refinance (refund) some previously issued general obligation (G.O.) bonds to generate over \$4 million in taxpayer savings over time, based on current market conditions and assuming a credit rating of A3 or higher
- The refunding is similar to refinancing a home mortgage, where existing bonds that carry an above-market interest rate are replaced with new bonds bearing a lower rate
- Low prevailing interest rates and high investor demand for municipal bonds like the District's enables the new bonds to be issued at a lower interest cost, thus saving taxpayers money
- The term of the bonds will not be extended, and the savings estimate is net of all transaction costs
- The transaction may be completed within 60 days of Board approval

*Note: All figures are preliminary estimates based on prevailing market conditions and a minimum credit rating of "A3", and are subject to change*

MATURITY SCHEDULE					
\$8,925,000 Serial Bonds					
Maturity Date (November 1)	Principal Amount	Interest Rate	Yield	CUSIP' No. 87905	
2014	\$100,000	2.00%	0.76%	RDQ3	
2015	50,000	2.00	0.95	RDR1	
2016	100,000	2.00	1.26	RDS9	
2017	100,000	1.50	1.59	RD77	
2018	120,000	1.75	1.88	RDU4	
2019	220,000	2.00	2.27	RDV2	
2020	330,000	4.00	2.55	RDW0	
2021	450,000	4.00	2.83	RDX8	
2022	575,000	4.00	3.10	RDY6	
2023	715,000	4.50	3.28	RDZ3	
2024	870,000	5.00	3.44	REA7	
2025	1,035,000	5.00	3.59	REH2	
2026	1,220,000	5.00	3.69	REB5	
2027	1,415,000	5.00	3.76	REJ8	
2028	1,625,000	5.00	3.83	REC3	

\$3,930,000 – 4.00% Term Bonds due November 1, 2030 – Yield: 4.10%, CUSIP' No. 87905RED1  
 \$7,820,000 – 5.00% Term Bonds due November 1, 2033 – Yield: 4.05%, CUSIP' No. 87905REE9  
 \$19,825,000 – 5.00% Term Bonds due November 1, 2038 – Yield: 4.19%, CUSIP' No. 87905REF6  
 \$9,500,000 – 4.25% Term Bonds due November 1, 2043 – Yield: 4.45%, CUSIP' No. 87905REG4



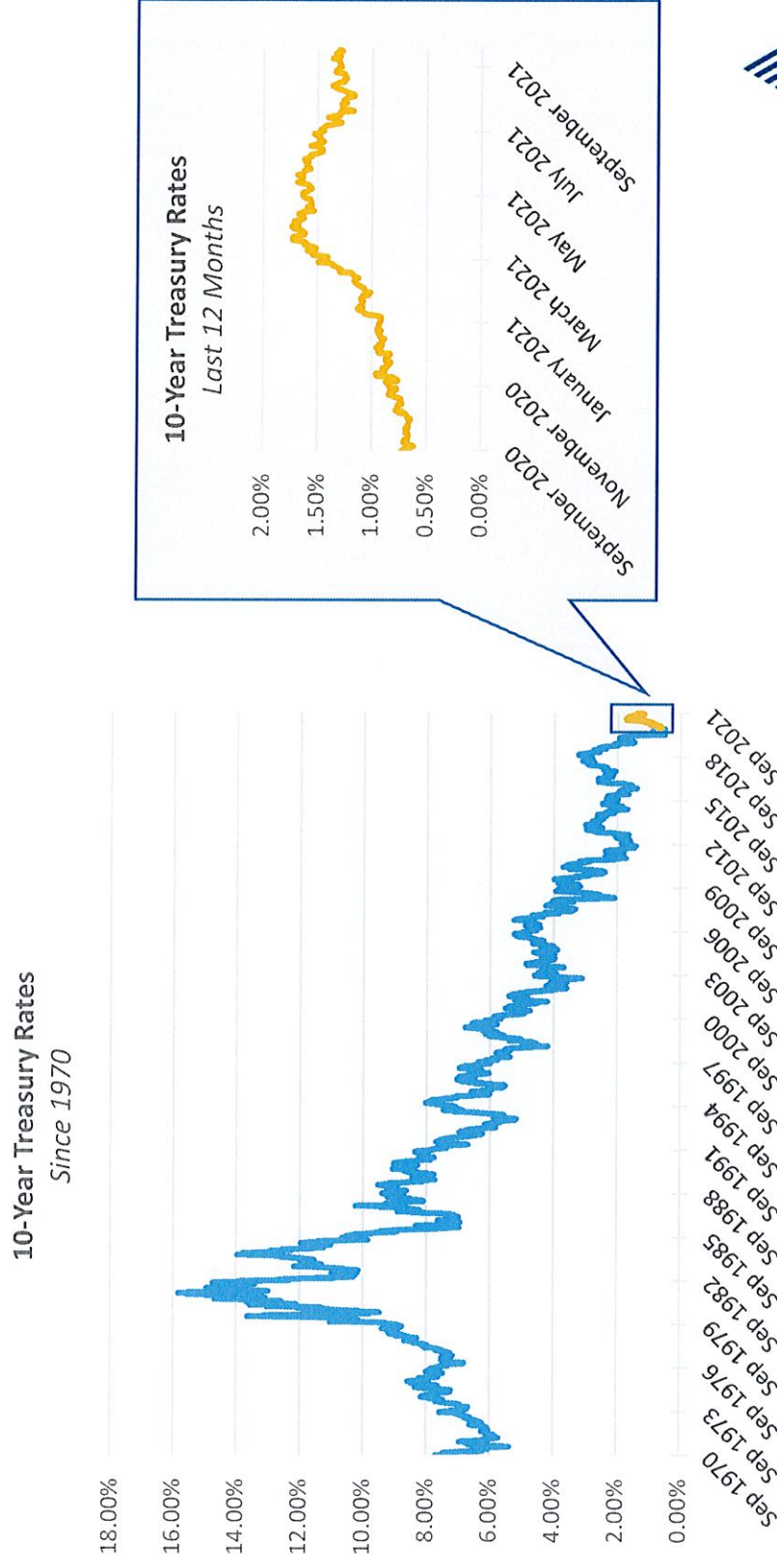
# Bond Refinancing Plan

---

- The District may refinance approximately \$48 million in outstanding bonds from the Measure “A” authorization issued in 2013 to generate approximately \$4 million in taxpayer savings over time
- The savings would be realized by reducing the current interest rate of the bonds from over 4.7% to approximately 3.0% by issuing new bonds to refinance the prior bonds; the term of the bonds will not be extended
- The transaction would refinance the bonds prior to the prepayment date, utilizing an advance refunding mechanism which is commonly used by municipal issuers in the State; there is no prepayment penalty
- The District has the option to refinance the bonds in whole or in part based on the savings generated for each maturity
- Based on prevailing requirements, the new bonds must be issued as taxable bonds, which carry a slightly higher rate than tax-exempt bonds, as the investors may be subject to additional income tax on interest earned
- Transaction costs will be paid from the savings generated from the refinancing and all costs are contingent on the closing of the transaction, except for a credit rating fee of approximately \$35,000

# Historical 10-Year Treasury Rates

- The 10-Year Treasury is a debt note issued by the United States government with a maturity of 10 years after initial issuance
- The interest rate of these notes serves as an index to establish the interest rate for taxable bonds like the type contemplated in this refinancing
- The rates are currently near historic lows, but have increased since late 2020



# Options Available to the District

---

- **Option 1: Take no Action** – The District may wish to take no action, and continue to pay off the bonds over time at the interest rates established when the bonds were sold
- **Option 2: Delay the Refinancing** – Postpone the transaction so that all bonds may be refinanced on a tax-exempt basis to potentially increase savings, by waiting until:
  - November 2023, the first bond prepayment date, or
  - Congress possibly takes action to reinstate tax-exempt advance refundingsHowever, delaying the transaction may expose the savings to the risk of rising rates
- **Option 3: Authorize Proceeding with Bond Refinancing** The finance team will prepare documents to authorize the refinancing for Board consideration at a future meeting, and complete the refinancing upon approval and subject to market conditions



# Sample Timeline

- If the District elects to proceed with the refinancing currently, below is a sample timeline of key activities:

## Date Task to Be Completed

<b>Tue, Sep 21</b>	Board Meeting – Provide information about bond refinancing
<b>Tue, Oct 19</b>	Board Meeting – Approval of Bond Documents and Professional Agreements
<b>Week of Oct 25</b>	Rating Agency meeting
<b>Thu, Nov 4</b>	Post Preliminary Official Statement
<b>Thu, Nov 11</b>	Pricing conference call to finalize interest rate proposal
<b>Tue, Nov 30</b>	Close transaction and deposit bond proceeds into escrow

September						
S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

# General Information Exclusion Disclosure

---

**IMPORTANT: PLEASE REVIEW.** CFW Advisory Services, LLC (“CFW”) has prepared the attached materials. These materials consist of factual or general information (as defined in Section 975 of the Dodd Frank Wall Street Reform and Consumer Protection Act, as amended, otherwise known as the “Municipal Advisor Rule”) including information regarding CFW’s professional qualifications and prior experience.

These materials have been prepared by CFW for the client or potential client to whom such materials are directly addressed and delivered for discussion purposes only. To the extent that CFW provides any alternatives, options, views, analysis, calculations or examples in the attached information, such information is not intended to suggest that the municipal entity or obligated person could achieve particular results in any municipal securities transaction.

Any terms and conditions presented in the attached materials are subject to further discussion and negotiation. CFW does not express any view as to whether financing options presented in these materials are achievable or will be available at the time of any contemplated transaction. Where indicated, this presentation may contain information derived from sources other than CFW. While we believe such information to be accurate and complete, CFW does not guarantee the completeness and accuracy of this information. This material is based on information currently available to CFW or its sources and is subject to change without notice. Any proposed indicative transaction could have accounting, tax, legal or other implications that should be discussed with your advisors and /or counsel as you deem appropriate.

New Construction Wants, Needs and RFP

Add to RFP	Delete	ITEM
<b>Community Center</b>		
		Well Insulated throughout
		Solar panels on roof and 2 EV charging stations
		Solar hot water tubes or panels
		Covered or enclosed space for 2 movable generators...size?
		Rain water collection system... and water bladder? to water plants
		Indoor atrium
		Movable walls.....for various sizes of meeting spaces
		"Warming kitchen"
		#__ small locker spaces to store and charge phones and other devices
		#__ charging stations for medical devices
		HVAC system with HEPA filters for smoke etc
		Integrated utility lines such as voice, data, and power to accommodate a variety of multimedia presentations and tele- and video- conferences
		Accessible floor plan is one in which people who use mobility devices (e.g., wheelchairs, scooters, walkers, crutches, canes) can maneuver throughout and use the amenities independently; people who are blind or have low vision can navigate easily and safely; people who are deaf or have hearing loss can use assistive listening systems and see speakers, interpreters, and captioning
		Conference/Classroom space to allow for outdoor learning



			Special HVAC and Utility Requirements: separate AHU, which requires a 15% increase in cooling capacity. HVAC, electrical, and security systems are generally designed to operate after hours on a regular basis
			Energy-efficient lighting fixtures
			Xeriscape landscaping
<b>Mountain Garden Pathways</b>			

\*\*\*\*\* We will add the board ideas in the final draft\*\*\*\*\*

**REQUEST FOR PROPOSAL**  
For  
**ARCHITECTURAL/  
ENGINEERING SERVICES**



Tehachapi Valley  
Healthcare District

*Quality healthcare. Right here. Right now.*

**COMMUNITY RESOURCE  
CENTER**

**Issue Date:** October 12, 2021

**Proposals Due:**

**Proposal Bid Form  
One (1) new 250kW Mobile  
Generator for Tehachapi Valley  
Healthcare District**

**Bidder Information**

Name: Valley Power Systems, Inc.

Address: 4000 Rosedale Highway, Bakersfield, CA 93308-6131

Contact Phone Nos.: Main: 661 325-9001 Cell 661 979-7956

Contact e-mail address: sheila.buoni@valleypsi.com

**Bid Amounts:**

<del>250kW</del> <b>250kW Generator - 250kVA</b>	\$ <u>\$137,625.00 Per the attached Quote</u>
<b>Delivery</b>	\$ <u>\$1,750.00 Estimated Freight Charge</u>
<b>-Other costs (specify) -</b>	\$ <u>Semi Annual Maintenance Proposal</u>
	\$ <u>\$4,330.42 Per Year</u>
	\$ <u>Quarterly Maintenance Proposal</u>
	\$ <u>\$5,480.42 per Year</u>
	\$ <u>_____</u>

**TOTAL BID Amount - \$ 282,480.42**

See attached Genset and Optional Maintenance Contract Proposals





**Valley**  
**Power Systems, Inc.**  
 4000 Rosedale Hwy, Bakersfield, CA 93308

September 9, 2021

Quote No. Q90921-BN

Caroline Wasielewski, MBA, CHC  
 CEO Tehachapi Valley Healthcare District  
 116 W. E Street  
 Tehachapi, CA 93561  
[cwasielewski@tvhd.org](mailto:cwasielewski@tvhd.org)  
 661-750-4843

Reference: QAS 250 T4F Premium Rental Spec (PRS)

Valley Power Systems, Inc. is pleased to offer the following Atlas Copco QAS 250 T4F Premium Rental Spec Genset. This proposal is based on your email and our verbal conversation only. No written details, plans, specifications or drawings were provided for our review. We are offering the manufacturers standard equipment that meets the intent of the specification.

**Exception taken to anything not included in this proposal.**

FOB Factory, Freight Not included to your location in Tehachapi, CA 93561. Offloading and placement of equipment is excluded. All deliveries are Monday through Friday 7:00 a.m. to 4:00 p.m. Deliveries outside the normal business hours will be invoiced as necessary.

**Major system components include:**

Description	Qty	Unit Price (USD)	Total Price (USD)
QAS 250 T4F Premium Rental Spec	1	\$137,625.00	\$137,625.00
<b>*** Premium rental spec( PRS) includes block heater, battery charger, camlock panel, variable speed fan, paralleling controller, EFT valves with Dual Fuel Filter and internal lights</b> <b>Also includes: CARB/PERP Registration and Startup &amp; Training</b>			
<b>FOB Factory, Freight and Sales Tax is not included to your location in Tehachapi, CA 93561</b> <b>Estimated Freight to your location is \$1750.00.</b>			

**Three Units are currently in Stock and available on a first come first serve basis. 1 to 2 week lead time.**

Notes, Exceptions or Options;

1. It is customer's responsibility to verify quoted materials and services meet specifications, drawing requirements and codes. No written details and drawings have been provided. Exception taken to anything not included in this proposal.
2. We reserve the right to re-quote due to clerical errors.
3. Applicable taxes have not been included.
4. Air quality permit fees and compliance are excluded. Local air quality authorities may require a health risk study or environmental quality assessment. The cost for a health risk study is excluded.

September 8, 2021

To: Tehachapi Valley Healthcare District Board of Directors

I would like to submit my name for consideration for the vacant Board of Directors seat. I am a longtime resident of Tehachapi and have served on the Tehachapi Valley Healthcare District Board in the past. I believe my community focus and membership in various neighborhood and city organizations would be a valuable addition to the Board.

I look forward to this opportunity to serve Tehachapi and plan for the future of Tehachapi Valley Healthcare District.

A handwritten signature in black ink, appearing to read 'Carl Gericke', with a long horizontal flourish extending to the right.

Carl Gericke

**Lydia Chaney**

[REDACTED]  
[REDACTED]

Tehachapi Valley Healthcare District  
116 W E Street  
Tehachapi, CA 93581

September 14, 2021

Attn: Caroline Wasielewski

Dear Caroline,

I was very excited to see a vacancy on your board.

Having been a full-time resident now for 8 years, I have watched the healthcare community grow in the area with great interest.

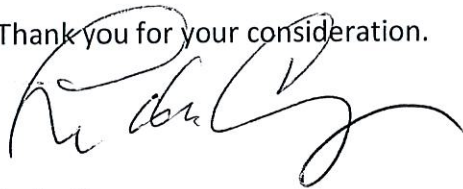
We are currently in a time of change with new residential developments happening throughout the greater Tehachapi area. Of course, with new development, comes people.

I see this as a wonderful opportunity for our healthcare district to grow, attract new doctors and specialists and provide more health care resources to our community.

I would love to be a part of that growth.

Please accept this letter as my intention to seek the vacancy on your board, understanding it is an appointment to fill the remainder of Sam Conklin's term.

Thank you for your consideration.



Lydia Chaney



## CEO Report

September 17, 2021

- SCE should be on site to remove electric meters and disconnect the transformer the week of September 27. The demolition should start the second week of October.
- The Notice of Termination has been accepted by the California Water Board and the permit is closed.
- A contract for the leasing of water rights is being drafted.
- The FY21 audit is in the final stages of completion.
- Attendance at September Greater Tehachapi Economic Development Committee
- Attendance at September Chamber of Commerce Luncheon

To lower district expenses:

1. New paper shredding contractor- est. savings \$250 a month.
2. Lease for postal machine closed out- est. savings \$90 a month
3. CFO monthly travel stipend not processed
4. QuickBooks purchased and in process of formatting

Thank you,

Caroline Wasielewski