SIERRA KINGS
HEALTH CARE DISTRICT

FINANCE COMMITTEE MEETING MINUTES

Tuesday, March 24, 2026, 11:00AM
1120 I Street
Reedley, CA 93654

REASONABLE ACCOMMODATIONS FOR ANY INDIVIDUAL WITH A DISABILITY. Pursuant to the Rehabilitation Act of 1973 and the Americans with Disability Act of 1990, any meeting or function of the Sierra Kings Health Care District, may request assistance, by contacting the District, 1011 G. Street, Reedley, CA 93654 – telephone 559.726-2268.

BOARD MEMBERS PRESENT:	**REPRESENTATION**
Bruce Hunter	Zone 1
Susan Chapman	Zone 2

BOARD MEMBERS ABSENT:	**REPRESENTATION**

BOARD STAFF PRESENT:	**TITLE**
Chinayera Black Hardaman, MPA	Chief Executive Officer
Merari Gutierrez	Finance/Program Manager
Brooke Garcia	Executive Assistant

OTHERS PRESENT:	
Teresa Jacques via Teams	Chief Financial Officer (Contracted)

1.0 CALL TO ORDER:
The meeting was called to order at 11:05 a.m. by Finance Committee Chair Bruce Hunter.

2.0 ROLL CALL:
Present: Susan Chapman and Bruce Hunter.
Absent: None

3.0 CONSENT AGENDA (ACTION)
3.1 Consideration of the Committee Agenda
3.2 Consideration of the February 2026 Meeting Minutes

ACTION: Motion to approve the District Consent Agenda as presented . M/S Chapman/Hunter. Motion passed unanimously: Hunter-aye and Chapman-aye.

4.0 PUBLIC COMMENT

None

5.0 ACTION AND DISCUSSION ITEMS

5.1 PRESENTATION OF FEBRUARY 2026 FINANCIAL STATEMENTS

CFO Teresa Jacques presented the February 2026 Financial Statements. Key discussion items included:

Balance Sheet Highlights

- **Adventist Health Lease:** The lease payment was received on March 4, continuing a recent pattern of early-month payments rather than payments in advance. Finance Committee member Susan Chapman noted this may reflect internal changes at Adventist Health.
- **Property Tax:** A payment of $343,511 was received, reducing the accrued property tax receivable to approximately $82,000. The next payment is expected between May and June.
- **Capital Improvement Project (CIP):** The balance increased by approximately $280,000 to nearly $600,000, primarily due to SB 1953 project fees.
- **Accounts Payable:** Decreased by approximately $35,000 to about $220,000, primarily due to SB 1953-related expenses. CFO Teresa Jacques clarified that no transfers were made to the Local Agency Investment Fund (LAIF); instead, property tax revenues were retained in the bank to cover current expenses rather than being deposited.

Profit & Loss Statement Highlights

- **Expense Variances:**
  - **Salaries & Wages:** Under budget by approximately $800 for the month and $2,500 year-to-date, primarily due to an unfilled part-time position.
  - **Advertising & Promotional:** Over budget by approximately $9,500 year-to-date. February expenses included production costs for the "Eat Fresh" cooking series and additional seating at the Reedley Chamber Awards Gala. CFO Teresa Jacques noted that certain items (e.g., hydration station water and toothbrush giveaways) may be reclassified from marketing to grant program expenses in future budgets, as they support community outreach. Advertising and Promotional expenses will remain necessary for the upcoming ballot initiative.
  - **Professional Development/Travel:** Under budget by approximately $6,500 year-to-date. The category was renamed, and $500 was reclassified from Other Expenses to better reflect professional development costs.
  - **Grant Awards:** Under budget by approximately $62,000 year-to-date due to delays in the start of several larger grant-funded programs.

Finance Chair Bruce Hunter inquired about cooking show production expenses. CEO Chinayera Black noted that the "Eat Fresh" initiative includes a culturally focused cooking series (approximately 5–8 videos) promoting healthier food options for distribution on District social media platforms. While filming and production costs were included in the budget, approximately $500 in additional food-related expenses were incurred.

ACTION: Motion to approve the February 2026 Financial Statements as presented. M/S Chapman/Hunter. Motion passed unanimously: Hunter-aye and Chapman-aye.

5.2 PLANNING FOR THE PREPARATION OF THE FY 2026-2027 BUDGET

CFO Teresa Jacques presented a budget preparation document for development of the FY 2026–2027 budget. The Finance Committee initiated preliminary review and provided direction on key assumptions.

Revenue Projections

- **Adventist Health Lease:** Budget a conservative 2.5% CPI increase
- **Grant Income:** No new grant revenue included; focus will remain on seismic compliance and the District's ballot initiative. CalViva funds will flow directly to Parlier and will not be recorded as District revenue.
- **Property Tax:** Budget set at $675,000, consistent with FY 2025 actuals.

Expense Projections

- **Salaries & Benefits:** Include a 2.5% COLA and a 5% merit pool. A potential longevity pay structure will be evaluated. Options for outreach support (temporary vs. permanent) will be developed for Board consideration.
- **Board Stipends:** Budgeted at the maximum allowable $500 per month per director.
- **Professional Development:** Expanded to include cybersecurity training, Fred Pryor memberships, and attendance at local health-related events.
- **Advertising & Marketing:** Top Hand Media contract under renegotiation (from $23,000 to $18,000); additional costs may be required for ballot initiative outreach.
- **Other Expenses:** Meals and catering budget to increase due to additional Board meetings and required town halls.
- **Rent:** Second year of a two-year lease, including first right of refusal if the property is sold.

Non-Operating & Capital Items

- **Investment Income:** Projected decline in interest rates from 3.5% to 3.0% over the fiscal year.
- **Capital Expenditures:** SB 1953 costs included as a placeholder; office space line item removed due to the existing lease.

6.0 ANNOUNCEMENTS

None

7.0 NEXT MEETING

The next regularly scheduled meeting of the Sierra Kings Health Care District will be held on April 28, 2026, at 1120 I Street, Reedley, CA 93654.

8.0 ADJOURNMENTS

ACTION: Motion to adjourn meeting at 1:22p.m. M/S Chapman/Hunter. Motion passed unanimously: Hunter-aye. And Chapman-aye.

Respectfully submitted

Bruce Hunter
Finance Committee Chair