

LAKE SHORE HOSPITAL AUTHORITY

AGENDA

Special Meeting

October 21, 2021 – 8:30 am

***NOTE* - THIS MEETING WILL BE CONDUCTED ON BEHALF OF THE AUTHORITY BY THE COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS (AT THE SCHOOL BOARD ADMINISTRATION BUILDING LOCATED AT 372 W DUVAL ST., LAKE CITY, FL 32055) ACTING AS COURT APPOINTED RECEIVER FOR THE LAKE SHORE HOSPITAL AUTHORITY.**

THE MEETING WILL BE CONDUCTED IN COMPLIANCE WITH THE GOVERNORS MOST RECENT EXECUTIVE ORDER; THEREFORE, THIS MEETING MAY BE ATTENDED IN-PERSON OR BY UTILIZING COMMUNICATIONS MEDIA TECHNOLOGY (CMT). TO ACCESS THIS MEETING UTILIZING CMT PLEASE READ THE ACCOMPANYING “NOTICE OF PUBLIC MEETING OF THE LAKE SHORE HOSPITAL AUTHORITY”.

Meeting Called to Order

Staff Additions or Deletions to Agenda

Adoption of Agenda

Public Comments

New Business

- **Adopt a FY 2021-2022 operating budget for the Lake Shore Hospital Authority**

Commissioner Comments

Adjournment

Pursuant to 286.0105, Florida Statutes, the Authority hereby advises the public if a person decides to appeal any decision made by the Board with respect to any matter considered at its meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

NOTICE OF PUBLIC MEETING OF THE LAKE SHORE HOSPITAL AUTHORITY

THURSDAY, October 21, 2021

8:30 a.m.

The Lake Shore Hospital Authority will be conducting a Public Board meeting which may also be attended remotely utilizing communications media technology (“CMT”), related to conducting public meetings while under the public health emergency related to the spread of Novel Coronavirus Disease 2019 (COVID-19).

Remote public access to this meeting can be accomplished as follows:

- Live Meeting Coverage - Video
 - Broadcast on
<https://zoom.us/j/3864005558?pwd=YjYwMDB4SDR1U3JOU0UzaWF3bzNDZz09>
- Verbal Public Comment During the Meeting – Telephone Number
 - Dial the local number: **(386) 400-5558** from your phone. When the **extension** number is requested, enter **386**. If you find this number cannot be dialed from your phone locally, then dial the Toll Free Number: **(800) 888-4436** from your phone. When the extension number is requested, enter **386**.
 - **Press *9 to signify that you would like to speak. Press *9 again to withdraw the request.**
 - A moderator will call on you when it is your turn to speak
 - Please mute the sound on your computer if you call in on your telephone
 - State your name clearly for the record
 - Each speaker will have three minutes to comment
- Written Public Comment – accepted in advance of the meeting
 - By mail to *Lake Shore Hospital Authority, 259 NE Franklin Street, #102, Lake City, Florida 32055*
 - By email to *sonja@lakeshoreha.org*
 - By phone to the Authority Office at *386-755-1090*

All written comments submitted shall be received on or before **12:00 Noon on Wednesday October 20, 2021**. Please note all written comments will be made a part of the public record. If any member of the public requires additional information about this Board Meeting or has any questions about how to submit a public comment at the meeting, please contact:

Sonja Markham at 386-755-1090

Please contact the Authority's Office at 386-755-1090 to report issues with the technology that the Authority is using (not the technology members of the public are using) to provide public access (viewing, listening and/or commenting) to the meeting.

Persons with disabilities who require assistance to participate in the meetings are requested to call the Lake Shore Hospital Authority office at 386-755-1090, or email sonja@lakeshoreha.org at least two business days in advance of the meeting.

October 11, 2021

Mr. David Kraus
County Manager
COLUMBIA COUNTY
P.O. Drawer 1529
Lake City, FL 32056-1529

Re: FY 2021-2022 Budgets-
Lake Shore Hospital Authority
c/o Columbia County Board of County Commissioners (Court Appointed Receiver)

Dear David:

Please find attached a budget Resolution for the FY 2021-2022 Lake Shore Hospital Authority budget. On behalf of the LSHA, I would like to request that the Columbia County Board of County Commissioners, acting as "Receiver" for the Lake Shore Hospital Authority, place the Resolution adopting the FY2021-2022 LSHA budget on the October 21, 2021, Board of County Commissioners agenda. The budget consists of five (5) funds. The five (5) funds are the Operating Fund, Hospital Services Fund, Clinical Services Fund, Capital Services Fund, and the Hospital Buildings Fund. I will present the budget and answer any questions the Commission may have.

As the Authority, by law is a Special District, I offer the following as clarification:

- 1.) The applicable Florida Statute for adopting the LSHA budget is 189.06(3).
- 2.) As the proposed budget does not contain a millage levy, TRIM laws do not apply.
- 3.) A Public Hearing is not required to adopt the budget. Regardless, I will be glad to answer any questions the Board or the public may have, subject to the rules of the County Commissioners. The only legal requirements to adopt the budget are: a.) the budget be posted at least 2 days prior to adoption (both the county, via the posting of the agenda, and the Authority, via the Authority website, will post the proposed budget), b.) the budget must be adopted by Resolution (if the form of Resolution provided is insufficient, please feel free to change it as needed. Also, please be sure to assign the Resolution the appropriate number), and the approved budget must be posted on the website within 45 days of adoption.
- 4.) The budget Resolution includes Appropriations only. I will state the amount of reserves for the record if requested; however, it is not required to include the amount of reserves in the budget adoption Resolution.

Thank you in advance for considering this request.



Dale Williams
Executive Director
Lake Shore Hospital Authority

LSHA Trustees
Fred Koberlein, Jr., Authority Attorney
Joel Foreman, County Attorney
Richard Powell, CPA, External Auditor

**COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS
RESOLUTION NO. _____**

WHEREAS, THE COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS, acting as a Court Appointed Receiver, has tentatively adopted a 2021-2022 Appropriations Budget of \$1,638,420 for the LAKE SHORE HOSPITAL AUTHORITY.

NOW, THEREFORE, BE IT RESOLVED by the COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS, acting as a Court Appointed Receiver, adopt a 2021-2022 Appropriations Budget in the amount of \$1,638,420 for the LAKE SHORE HOSPITAL AUTHORITY.

Upon Motion duly made, seconded, and carried, the foregoing Resolution was adopted at a meeting of the **COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS** on October 21, 2021.

**BOARD OF COUNTY COMMISSIONERS
COLUMBIA COUNTY**

By: _____
Rocky Ford, Chairman

ATTEST: _____
Jay Swisher, Clerk of Courts

LSHA Operating Fund
Proposed Budget
October 2021 through September 2022

	<u>Actual</u> Oct '17 - Sep 18	<u>Actual</u> Oct 18 - Sept 19	<u>Actual</u> Oct 19 - July 20	<u>Budget</u> Oct 20-Sept 21	<u>Proposed</u> Oct 21-Sept 22
Income					
Interest Income	\$ 39,752.05	\$ 105,987.00	\$ 190,354.18	\$ 125,000.00	\$ 65,000.00
Miscellaneous Revenue	832.78	2,696.54	1,095.06	-	-
Other Income	6,839.09	315.26	143.49	-	-
Rental Income	441,596.00	440,684.00	424,373.86	-	-
Total Income	489,019.92	549,682.80	615,966.59	125,000.00	65,000.00
Gross Profit	489,019.92	549,682.80	615,966.59	125,000.00	65,000.00
Expense					
Accounting Services	22,169.00	15,184.00	17,501.00	25,000.00	25,000.00
Advertising	4,874.38	3,171.19	2,927.75	4,000.00	4,000.00
Bank Fees	37.50	150.00	-	500.00	500.00
Communications Expense	7,189.66	6,187.48	5,183.35	7,000.00	7,000.00
Dues & Subscriptions	1,604.05	1,444.10	847.10	1,500.00	2,500.00
Employee Expense	339.50	169.42	410.50	500.00	500.00
Insurance					
Property	7,191.00	7,038.00	935.03	7,500.00	7,500.00
Workers' Compensation	717.00	719.00	-	1,000.00	1,000.00
Directors & Officers Lial	0.00	19,890.00	19,955.00	21,000.00	24,000.00
General Liability	0.00	1,974.11	1,264.00	2,500.00	18,000.00
Total Insurance	7,908.00	29,621.11	22,154.03	32,000.00	
Janitorial Expense	5,237.88	4,358.82	2,700.00	5,000.00	5,000.00
Lawn Maintenance	5,774.10	8,916.17	6,511.30	8,000.00	8,000.00
Legal Services	25,895.40	30,857.80	20,955.32	30,000.00	30,000.00
Licenses	75.00	75.00	1,635.00	1,800.00	1,800.00
Miscellaneous Expense	1,335.79	99.00	3,048.96	3,000.00	3,000.00
Office Expense	7,908.00				
Computer/Network relat	10,777.97	9,327.00	17,339.70	12,000.00	17,000.00
Miscellaneous Supplies	1,166.85	1,463.85	926.62	1,500.00	2,500.00
Office Supplies	5,328.27	7,629.12	4,190.48	6,000.00	5,000.00
Website Maintenance	1,044.04	1,954.02	1,714.85	2,500.00	2,500.00
Office Expense - Other	1,408.39	96.16	1,882.44	2,000.00	2,000.00
Total Office Expense	27,633.52	20,470.15	26,054.09	24,000.00	
Postage	400.87	412.83	381.60	500.00	500.00
Professional Services	1,850.00	-	1,785.00	2,000.00	2,000.00
Repair & Maintenance					
Building	369.50	295.25	115.00	2,000.00	2,000.00
Equipment	4,877.98	5,468.57	4,720.36	5,000.00	5,000.00
Repair & Maintenance -	190.00	-	1,737.72	2,000.00	2,000.00
Total Repair & Maintenan	5,437.48	5,763.82	6,573.08	9,000.00	
Sales Tax	34,813.52	34,792.09	28,755.90	-	-
Utilities					
Electric	7,829.50	7,555.99	5,421.43	8,000.00	7,000.00
Garbage Disposal	320.56	301.44	258.80	400.00	400.00
Water, Sewer, Gas	4,614.18	5,649.59	4,607.29	5,800.00	5,800.00
Total Utilities	12,764.24	13,507.02	10,287.52	14,200.00	
66000 - Payroll Expenses					
Payroll Taxes	13,856.42	11,855.44	10,167.34	13,129.00	12,500.00
Retirement Contribution	26,137.51	16,624.71	9,799.71	13,438.00	13,500.00
Wages	181,129.80	154,972.96	132,906.30	176,610.00	176,610.00
66000 - Payroll Expenses	241.50	231.80	194.25	300.00	300.00
Total 66000 - Payroll Expe	221,365.23	183,684.91	153,067.60	203,477.00	
66900 - Reconciliation Dist	-36.64	(0.51)	(0.15)	-	-
69800 - Uncategorized Exp	530.60	215.20	-	-	-
Total Expense	387,199.08	359,079.60	310,778.95	371,477.00	394,410.00
Net Income	101,820.84	190,603.20	305,187.64	(246,477.00)	(329,410.00)
Beginning Fund Balance	9,369,101.00	9,470,921.84	9,661,525.04	17,000,000.00	8,000,000.00
Ending Fund Balance	\$ 9,470,921.84	\$ 9,661,525.04	\$ 9,966,712.68	\$ 16,753,523.00	\$ 7,670,590.00

LSHA PCF Hospital Services

Proposed Budget

October 2021 - Sept. 2022

	Actual	Actual	Actual	Budget	Proposed
	Oct '17 - Sep 18	Oct 18 - Sept 19	Oct 19 - July 20	Oct 20 - Sept 21	Oct 21-Sept 22
Ordinary Income/Expense					
Income					
Ad Valorem Tax - Current	\$ 2,289,064.15	\$ 2,476,258.00	\$ 2,696,625.01	\$ 300.00	\$ -
Ad Valorem Tax - Delq.	11,114.29	-	8,242.88	500.00	-
Interest Income	29,722.02	95,008.00	28,777.49	20,000.00	3,000
Miscellaneous Income	44,263.00	5,650.00	7,236.11	-	-
Total Income	2,374,163.46	2,576,916.00	2,740,881.49	20,800.00	3,000
Gross Profit	2,374,163.46	2,576,916.00	2,740,881.49	20,800.00	3,000
Expense					
Tax Collector Fees	37,261.00	36,240.00	37,250.00	-	-
Property Appraiser Fees	85,656.00	85,579.00	92,066.35	-	-
Other Expenses	35.00	723.00	722.34	-	-
Indigent Care			130,038.69	-	-
Physician Reimbursement	159,872.00	116,972.00	81,378.13	-	-
Indigent Care - Other	1,333,853.00	864,186.00	493,211.73	-	200,000
Total Indigent Care	1,493,725.00	981,158.00	574,589.86	-	-
Total Expense	1,616,677.00	1,103,700.00	704,628.55	-	200,000
Net Ordinary Income	757,486.46	1,473,216.00	2,036,252.94	-	-
Net Income	757,486.46	1,473,216.00	2,740,881.49	20,800.00	(197,000)
Beginning Fund Balance	5,232,585.00	5,990,072.00	7,463,288.00	10,204,169.49	9,000,000
	\$ 5,990,071.46	\$ 7,463,288.00	\$ 10,204,169.49	\$ 10,224,969.49	\$ 8,803,000

5:14 PM
 08/25/20
 Accrual Basis

LSHA PCF Clinical Services
 Proposed Budget
 October 2021 through September 2022

	Actual Oct '17 - Sep 18	Actual Oct 18 - Sept 19	Actual Oct 19 - July 20	Budget Oct 20 - Sept 21	Proposed Sept 21-Oct 22
Ordinary Income/Expense					
Income					
Interest Income	\$ 12,249.00	\$ 11,271.00	\$ 76.00	\$ 10,000.00	\$ 5,000
Total Income	12,249.00	11,271.00	76.00	10,000.00	5,000
Expense					
Indigent Care					
CLINIC Indigent Svc. Expense	71,600.00	52,400.00	32,825.00	60,000.00	50,000
Prescription Drug Assistance	15,328.00	13,261.00	8,152.00	15,000.00	15,000
Total Indigent Care	86,928.00	65,661.00	40,977.00	75,000.00	65,000
Total Expense	86,928.00	65,661.00	40,977.00	75,000.00	65,000
Net Ordinary Income	(74,679.00)	(54,390.00)	(40,901.00)	(65,000.00)	(60,000)
Net Income	(74,679.00)	(54,390.00)	(40,901.00)	(65,000.00)	(60,000)
Beginning Fund Balance	1,383,551.00	1,308,872.00	1,254,482.00	1,200,000.00	1,250,000
Ending Fund Balance	\$ 1,308,872.00	\$ 1,254,482.00	\$ 1,213,581.00	\$ 1,135,000.00	\$ 1,190,000

5:20 PM
 08/25/20
 Accrual Basis

LSHA Capital Improvement
 Proposed Budget
 October 2021 - Sept. 2022

	Actual Oct '17 - Sep 18	Actual Oct 18-Sept 19	Actual Oct 19-July 20	Budget Oct 20-Sept 21	Proposed Oct 21-Sept 22
Ordinary Income/Expense					
Income					
Ad Valorem Taxes	\$ 10,200.00	\$ -	\$ -	\$ -	\$ -
Interest Income	5,054.78	17,940.00	-	10,000.00	3,000
Total Income	15,254.78	17,940.00	-	10,000.00	3,000
Gross Profit	15,254.78	17,940.00	-	10,000.00	3,000
Expense					
Grounds Maintenance	25,000.00	-	-	-	-
Professional Services	984.25	-	216,558.50	-	-
Repairs and Maintenance Building	22,152.70	43,542.00	-	-	-
	-	-	-	-	-
Total Repairs and Maintenance	22,152.70	43,542.00	-	-	-
Capital Outlay	95,586.00	-	-	-	-
Total Expense	143,722.95	43,542.00	216,558.50	-	-
Net Ordinary Income	(128,468.17)	(25,602.00)	(216,558.50)	10,000.00	3,000
Net Income	(128,468.17)	(25,602.00)	(216,558.50)	10,000.00	3,000
Beginning Fund Balance	1,428,593.00	1,300,124.83	1,274,523.00	1,057,964.50	1,060,000
Ending Fund Balance	\$ 1,300,124.83	\$ 1,274,523.00	\$ 1,057,964.50	\$ 1,067,964.50	\$ 1,063,000

**LAKE SHORE HOSPITAL AUTHORITY
HOSPITAL BUILDINGS FUND
PROPOSED BUDGET 2021-2022 FISCAL YEAR**

	20-Oct	20-Nov	20-Dec	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	ACTUAL OCT 20- AUG 21	PROPOSED OCT 21- SEPT 22
Computer/Internet	2,460		309	\$ 139.64	\$ 649.64	\$ 149.64	\$ 149.64	\$ 149.64	\$ 149.64	\$ 234.64	\$ 149.64	4,541	\$ 2,500
Insurance		631	129,213						159			130,003	130,000
Lawn Main		2,910	2,910	2,910	2,910	2,910	2,910	2,910	2,910	2,910	2,910	29,100	35,000
Licenses	60								934	25		1,019	1,000
Office Exp				129							48	177	500
Total payroll	26,635	33,313	35,172	35,105	35,131	51,583	21,719	16,738	16,428	14,193	18,642	304,659	250,000
Pest control			632	632	632	1,263	632		1,298	649	649	6,387	8,000
Postage							8					8	10
Repair/Equipment	2,798	4,308	10,205	3,535	4,786	2,146	1,970	2,488	2,945	1,517	802	37,500	40,000
Security		18,178	10,491	18,374	7,731	12,852	10,392	10,383	13,072	13,064	10,308	124,846	150,000
Utility - Electric	7,515	18,034	14,592	15,990	15,266	14,736	16,764	16,205	16,079	16,815	17,269	169,265	190,000
Fire Alarm				546		538			535			1,619	2,000
Utility - Phone				75	75	770	708	5,271	2,569	1,341	1,631	12,440	15,000
Utility - Water/Sewage		14,813	14,813	14,583	14,559	13,590	13,541	13,231	10,681	9,455	9,724	128,990	150,000
WW Gay	-	1,495	-		1,495							2,990	5,000
	\$ 39,468	\$ 93,682	\$ 218,337	\$ 92,017	\$ 83,235	\$ 100,538	\$ 68,793	\$ 67,375	\$ 67,760	\$ 60,202	\$ 62,134	789,897	\$ 979,010
BEGINNING CASH												\$ 3,500,000	\$ 2,500,000
ENDING CASH												\$ 2,710,103	\$ 1,520,990