



CANYONLANDS HEALTH CARE SPECIAL SERVICE DISTRICT BOARD MEETING

Larson Building Conference Room 285 S 400 E, Moab, UT 84532

Thursday April 10, 2025 at 5:30 p.m.

Board meetings allow for both in-person or virtual attendance.

Remote participation is through Zoom.

Join the Zoom Meeting: <https://us02web.zoom.us/j/82078784177>

AGENDA

- I. Call to Order & Roll Call (5 min)
- II. Approval of the February 13, 2025 Meeting Minutes (5 min) (Action Item)
- III. Annual election of District Vice-Chair (5 min) (Action Item)
- IV. Financials (25 min)
 - a. CHCSSD Financials – Ken/Kimra
 - 1. Review of the Budget vs Actuals Feb/March 2025
 - 2. Review of the Fund Balances
 - 3. Approval of Bills (Action item)
 - 4. Other Considerations
- V. Public Hearings (20 min)
 - a. Public Hearing
 - 1. Discussion on CIB Application for a \$50,000 Planning Grant for completion of the MAPS campus
 - b. Close the Public Hearing
 - c. Discussion and Consideration to Approve Submission of a \$50,000 planning grant to CIB for MAPS Campus Completion Project (Action Item)
- VI. Reports/Presentations (20 min)
 - a. Parkway and Seasons Report
 - 1. Administrators Report – Nathan/Todd/Jason
 - b. Care Center Administrator's Report – Colette
 - 1. Administrator's Report
 - 2. Quality Assurance Report
 - c. Canyonlands Care Center Financials – Cassie
 - 1. Ratify Care Center Bills – Jan/Feb (Action Item)
 - 2. Review of the Budget vs Actuals – Jan/Feb
 - d. Other Considerations
- VII. New Business/Discussion/Action Items (15 min)
 - a. Update on CHCSSD Legal Name Change
 - b. Ratify change of signatories on the CHCSSD Wells Fargo Accounts (Action Items)
 - c. Discussion regarding the EMS SSD potential delay of their loan repayment to the CHCSSD (Action Item)

VIII. Other Considerations *(5 min)*

IX. Closed Session – Character, Competency, Mental Health of an Individual and Reasonably Imminent or Pending Litigation *(20 min)*

X. Adjourn



CANYONLANDS HEALTH CARE SPECIAL SERVICE DISTRICT BOARD MEETING

Larson Building Conference Room 285 S 400 E, Moab, UT 84532, Online through Zoom

• Thursday February 13, 2025 at 5:30 p.m.

PRESENT: Dan Cook (President), Ken Ballantyne (Treasurer), Camille Peters, Lou Irby, Debbie Testa (Clerk), Cassie Rose, Colette Lyman (CCC), Jason Gatherum, Jonathan Bangerter (Parkway), Todd Bramall, Nathan Bronemann (Seasons), Kari McKay (MHF), Jen Sadoff (MRH), Kimra Berrelez, Kirstin Peterson

ABSENT: Tawny Knuteson-Boyd, Melodie McCandless

I. Called to order at 5:33 PM

II. Approval of the December 12, 2024 and December 31, 2024 Meeting Minutes (5 min) (Action Item)

Motion to approve the December 12 and December 31, 2024 minutes by Ken, seconded by Dan. Motion carried for approval 4-0.

JL joins at 5:38 PM

III. Annual election of District Board Chair, Vice-Chair, Treasurer and Chief Administrator Officer (10 min) (Action Item)

Motion to appoint Dan Cook as Board Chair, Ken Ballantyne as Treasurer, Dan Cook as Chief Administrator Officer, and postpone the appointment of vice-chair made by Joette, seconded by Camille. Motion carried for approval 5-0.

IV. Financials (25 min)

a. CHC SSD Financials – Ken/Sophie

1. Review of the Budget vs Actuals Dec 2024/Jan 2025

KB presented the financial report for the organization and noted that the total income for 2024 was \$3,170,079, while expenses were \$2,645,514, slightly under budget. For January, KB reported a net income loss of \$169K but explained this is due to large early-year expenditures. KP noted that the DSH and UPL payments need to be separated. She also mentioned that the approved budget has been uploaded to the state website and broken down by month.

KB contacted the division of finance for the bond payments. The 2025 payment for bond B1013 is \$203,375.01 to be paid in March 2025. The payment for the mineral lease bond B1014 is \$184K, and the payoff would be \$540K, which was budgeted for this year. The payoff for B1014 will be done in April 2025.

2. Review of the Fund Balances

\$1,012,204.48 General PTIF Fund, \$107,222.86 Capital PTIF Fund, \$1,049,597.33 Debt Service Fund, \$46,091.11 Wells Fargo Checking balances are as of Jan 31, 2025

3. Approval of Bills (Action item)

Motion to approve the CHC SSD \$134,425.48 Jan 2025 bills and pay the \$278,865.09 Feb 2025 bills for a total amount of \$413,290.57 made by Joette, seconded by Dan. Motion carried for approval 5-0.

4. Discussion and Consideration to Approve 2024 Financial Auditor (Action Item)

Motion to approve the Larson firm for the 2024 Financial Audit made by Joette, seconded by Ken. Motion carried for approval 5-0.

5. Other Considerations

JL noted that EMS wants to delay their loan repayment, which is due in June 2025. The board stated they would like full payment by the end of the agreement. The board agreed to consider this proposal in their April meeting.

V. Reports/Presentations (25 min)

- a. Parkway and Seasons Report Administrators/Financials Report Q4 2024 – Nathan/Todd/Jason
NB reported that Seasons struggled with a lower census this last quarter. Revenues from Private and Managed Care sources were over budget, while Medicaid and Medicare were under budget. A lower Medicaid census also meant lower UPL revenues again this quarter. Total Expenses were over budget by \$20K. During the quarter the census averaged 45.6, up from 42.2 in Q3, but with the skilled down at 1.9 from 3.7 in Q3. Mostly due to the lower census, Seasons posted a quarterly loss of \$149K. Seasons ended the year with a loss of \$416K.

JG noted they closed on purchasing the Parkway property, and the full transition will be completed when approved by the State of Utah. There are interim management agreements to cover the transition period. JB reported on Parkway's operations and financials, highlighting improvements in revenue and operating expenses and a high resident satisfaction rate.

- b. Update on the Sale of Parkway and the Transfer of UPL – Kirstin
JG provided an update on the recent agreements that have been signed, which allow for everything to stay the same while going through the transition process with CMS and the State of Utah. KP inquired if a new management agreement needs to be sent to the state. The management agreement is not changing as of yet, but JG noted he would clarify this. RMC aims to shift the operator from CHCSSD to Beaver Valley Hospital eventually. JL expressed the need for flexibility in their budget planning for this change, especially around the end of a quarter.

- c. Care Center Administrator's Report – Colette

1. Administrator's Report

CL discussed the current state of the Canyonlands Care Center, highlighting that there have been no further survey activities since July, with a census of 34 residents. She mentioned that three residents had passed away and four were admitted recently. The center had a small flu outbreak in January, but no hospitalizations occurred. CL also mentioned that they are currently training three new CNAs and are working on improving staff morale and retaining staff. She also discussed the center's quality measures, noting that they are meeting 7 out of 9 metrics for the UPL. They are waiting for audit results for the cost report and are in the process of refurbishing furniture. She expressed a desire to expand the center to accommodate more residents. JS confirmed that the roof repair for MRH is not planned for this year but will be budgeted for over the next couple of years. The plan is to simultaneously replace MRH and CCC roofs to save on costs.

2. Quality Assurance Report

CL noted they must meet 6 out of 9 to qualify for UPL. They meet monthly on it and currently meet 7 out of 9, so they are in great shape overall.

- d. Canyonlands Care Center Financials – Cassie

1. Ratify Care Center Bills – Nov/Dec (Action Item)

Motion to ratify the CCC \$394,943.60 Nov 2024 bills and pay the \$499,189.50 Dec 2024 bills for a total amount of \$894,133.10 made by Joette, seconded by Ken. Motion carried for approval 5-0.

- e. Review of the Budget vs Actuals – Nov/Dec

CR presented budget reports for both November and December 2024, noting that expenses are generally in line with projections despite some overages in specific categories. She highlighted ongoing facility improvements, including new carpet and wall protectors. CR also mentioned that the audit process is progressing well, with only one minor discrepancy. The board discussed the improved efficiency in Medicaid payments, with most January payments already received.

f. Other Considerations

VI. New Business/Discussion/Action Items (25 min)

a. Ratify letter to state for addressing S.B. 40 (Action Item)

JL discussed the potential changes in SB40 to the rural House Sales tax reauthorization, which could significantly impact the district. She expressed concern about the tax being reauthorized every 10 years and the possibility of raising it to 1%, which would require voter approval. JL also mentioned the need for planning for expansion and the potential vulnerability of the sales tax revenue.

Motion to ratify the letter to the State of Utah addressing S.B. 40 made by Ken, seconded by Lou. Motion carried for approval 5-0.

b. Discussion on CHCSSD Purpose and Strategic Direction

1. Discussion on CIB Application for a \$50,000 Planning Grant

JL discussed a \$50,000 planning grant application to the community impact board to develop the remaining 8 acres MAPS campus. The planning will be more about development rather than needs assessment, but this could be considered. She mentioned a public hearing scheduled for the next board meeting in April and expressed confidence in securing the funding due to their history of collaboration with the board.

VII. Other Considerations (5 min)

VIII. Closed Session (10 min)

Motion to adjourn was made by Ken and seconded by Joette. Motion passes 5-0.

IX. Adjourned at 7:04 PM

March 2025 Bills Payable

Payee	Amount	Reason
Debbie Testa	\$420.00	Feb 2025 Clerk Services
Kimra Berrelez	\$720.00	Feb 2025 Accounting Services + Quickbooks Reimbursement
Kirton & McConkie	\$2,520.00	Feb 2025 Legal Fees
State of Utah Dpt of Health	\$51,041.08	UPL Seed Q4 2023, Q4 2024
Canyonlands Care Center	\$90,000.00	Operations
Utah State Division of Finance	\$203,375.01	CIB Loan B1013
Total Amount:	\$348,076.09	

April 2025 Bills Payable

Payee	Amount	Reason
Salt Lake Tribune	\$98.60	CIB Public Hearing Notice
Debbie Testa	\$345.00	March 2025 Clerk Services
Kirton & McConkie	\$378.00	March 2025 Legal Fees
Kimra Berrelez	\$450.00	March 2025 Accounting Services
Canyonlands Care Center	\$90,000.00	Operations
Utah State Division of Finance	\$538,671.74	CIB Loan B 1014
Total Amount:	\$629,943.34	
Total Amount for Jan/Feb 2025:	\$978,019.43	

PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN that the Canyonlands Health Care Special Service District will hold a Public Hearing at a Regular Meeting on Thursday, April 10, 2025, at 5:30 p.m. or later in person at the Larson Building Conference Room located at 285 S. 400 E. and virtually on Zoom. Instructions for Zoom will be posted in the meeting agenda on the Public Notice website at least 24 hours before the meeting. The purpose of this hearing is to solicit public input on the proposed CIB planning grant for the MAPS development completion project. A copy of the scope of work will be available at the CHC SSD office at 285 S. 400 E. Ste 210 or the Canyonlands Care Center at 390 W Williams Way.

In compliance with the Americans with Disabilities Act, individuals with special needs requests wishing to attend County Commission meetings are encouraged to contact the district two (2) business days in advance of these events at 435-260-0245. Specific accommodations necessary to allow participation of disabled persons will be provided to the maximum extent possible.

MAPS (Moab Area Partnership for Seniors) Campus Completion Project - Master Planning Initiative

Scope of Work:

The Canyonlands Health Care Services Special District (CHC SSD) is initiating a comprehensive master planning effort for the completion of the Moab Area Partnership for Seniors (MAPS) Campus. The funding for this is being sought through a \$50,000 planning grant from the Community Impact Board (CIB) fund, with a \$50,000 matching contribution from the District, this project aims to develop a strategic master plan for the remaining 8 acres of the MAPS Campus.

The goal is to create a fully integrated site plan that will include senior housing, retail components, and a range of senior-focused services to meet the current and future needs of the community.

Key Activities Include:

- **Issuing a Request for Proposals (RFP):** Engage a qualified consulting firm to assist CHC SSD in the master planning process.
- **Stakeholder Engagement:** Conduct community meetings, stakeholder interviews, and public outreach to gather input and align the project with local needs.
- **Site Planning and Design:** Evaluate site conditions and develop conceptual layouts for senior housing, retail space, and service facilities.
- **Financial Feasibility Assessment:** Analyze project costs and potential funding sources, including any impact on the public.
- **Final Master Plan Document:** Deliver a comprehensive plan including phasing, cost estimates, design concepts, and implementation strategy.

This planning initiative will lay the groundwork for a multi-phase development that enhances senior living options in Moab and supports the broader vision of the MAPS Campus as a community-centered resource.