



DESERT HEALTHCARE DISTRICT
Finance, Legal, Administration, & Real Estate Committee Meeting
April 13, 2021

A meeting of the Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 3:30 PM, Tuesday, April 13, 2021, via Zoom using the following link:
<https://us02web.zoom.us/j/83779968767?pwd=US9pUytBbHVzeFk2VUZyNEpaQWw0QT09>
Password: 029822

Participants will need to download the Zoom app on their mobile devices. Members of the public may also be able to participate by telephone, using the follow dial in information:

Dial in #:(669) 900-6833 To Listen and Address the Board when called upon:
Webinar ID: 837 7996 8767
Password: 029822

AGENDA

I. CALL TO ORDER

II. APPROVAL OF AGENDA

III. PUBLIC COMMENT

At this time, comments from the audience may be made on items not listed on the agenda that are of public interest and within the subject-matter jurisdiction of the District. The Committee has a policy of limiting speakers to not more than three minutes. The Committee cannot take action on items not listed on the agenda. Public input may be offered on an agenda item when it comes up for discussion and/or action.

IV. APPROVAL OF MINUTES

1. F&A Minutes – Meeting March 09, 2021 – Pg. 3-8

ACTION

V. CEO REPORT

VI. CHIEF ADMINISTRATION OFFICER'S REPORT – Pg. 9

1. LPMP Leasing Update – Pg. 10

Information

VII. FINANCIAL REPORTS

ACTION

1. District and LPMP Financial Statements – Pg. 11-21
2. Accounts Receivable Aging Summary – Pg. 22
3. District - Deposits – Pg. 23-24
4. District - Property tax receipts – Pg. 25
5. LPMP – Deposits – Pg. 26-27
6. District – Check Register – Pg. 28-29
7. Credit Card – Detail of Expenditures – Pg. 30
8. LPMP – Check Register – Pg. 31
9. Retirement Protection Plan Update – Pg. 32
10. Grant Payment Schedule – Pg. 33

VIII. OTHER MATTERS

1. LPMP Fire Sprinkler System Update – Pg. 34
2. LPMP Property Management/Maintenance Agreement – INPRO-EMS Construction – Pg. 35-38
3. District Office at RAP – Conference Room Buildout Update – Pg. 39-40

Information

ACTION

Information



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IX. ADJOURNMENT

If you have any disability which would require accommodation to enable you to participate in this meeting, please email Andrea S. Hayles, Special Assistant to the CEO and Board Relations Officer, at ahayles@dhcd.org or call (760) 323-6110 at least 24 hours prior to the meeting.



DESERT HEALTHCARE DISTRICT
FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE
MEETING MINUTES
March 09, 2021

Directors Present	District Staff Present	Absent
Chair/Director Arthur Shorr President Leticia De Lara, MPH Director Les Zendle, MD	Conrado E. Bárzaga, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Donna Craig, Chief Program Officer Eric Taylor, Accounting Manager Andrea S. Hayles, Clerk to the Board	

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Shorr called the meeting to order at 3:31 p.m.	
II. Approval of Agenda	Chair Shorr asked for a motion to approve the agenda.	Moved and seconded by Director Zendle and President De Lara to approve the agenda. Motion passed unanimously.
III. Public Comment	There was no public comment.	
IV. Approval of Minutes 1. F&A Minutes – Meeting February 09, 2021	Chair Shorr motioned to approve the February 09, 2021 minutes.	Moved and seconded by Director Zendle and President De Lara to approve the February 09, 2021 meeting minutes. Motion passed unanimously.
V. CEO Report 1. Strategic Planning Consultant – Veralon Partners Inc. & Valentine Health Advisors	Conrado Bárzaga, MD, CEO, provided an update from last month’s Strategic Planning Committee meeting to move forward with Request for Proposals to hire strategic planning consultants, further describing the process of review with a recommendation to the Strategic Planning Committee for Veralon Partners Inc. & Valentine Health Advisors to commence the process since the Community Health Needs Assessment (CHNA) and Health Improvement Plan (HIP) is moving towards completion. The initial allocation of funding	



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	<p>from the CHNA is \$300k with \$191k for Health Assessment and Research Communities (HARC), providing ample funds to complete the strategic planning process given Veralon Partners' proposal not to exceed \$72,500k.</p>	
<p>VI. Chief Administration Officer's Report</p> <p>1. LPMP Leasing Update</p>	<p>Chris Christensen, CAO, explained that the landscape project is behind schedule, but moving in the appropriate direction with a few delays and commencing the trenching and irrigation, which is nearly complete with new plants and other greenery underway. Mr. Christensen also explained that the fire alarm installation will be finalized in the coming weeks.</p> <p>Renting the three vacant suites at the Las Palmas Medical Plaza has been stagnant with potentially more activity as the Pandemic subsides and no expectation of any significant new vacancies; however, Desert Regional Medical Center is leasing an unoccupied suite with interest from another tenant to relocate into a larger suite, but, of course, the other tenant would have to request a termination of the lease before moving forward.</p>	
<p>VII. Financial Reports</p> <p>1. District and LPMP Financial Statements</p>	<p>Chris, Christensen, CAO, inquired on any questions of</p>	<p>Moved and seconded by President De Lara and Director Zendle to approve the February 2021 District</p>

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<p>2. Accounts Receivable Aging Summary</p> <p>3. District – Deposits</p> <p>4. District – Property Tax Receipts</p> <p>5. LPMP Deposits</p> <p>6. District – Check Register</p> <p>7. Credit Card – Detail of Expenditures</p> <p>8. LPMP – Check Register</p> <p>9. Retirement Protection Plan Update</p> <p>10. Grant Payment Schedule</p>	<p>the committee concerning the financials.</p> <p>Chair Shorr detailed the request of the illustration from the prior year on the balance sheet showing the positives and the lowered short-term liability with Mr. Christensen further detailing the property taxes point-in-time.</p> <p>Director Zendle described the F&A Committee report out at the Board meeting, such as ensuring the Actual vs. Budget is the most important aspect of the financial report, but specific details and line-by-line items are not necessary unless there are questions by the Board with Mr. Christensen explaining that the minutes detail the meeting, but action items should be presented or any unusual matters.</p> <p>President De Lara explained that there should be consideration in the committee report out as it is not a good use of time to narrate the meeting minutes and advising the other committee chair's that unless there is a matter that should be discussed later or more clarity is needed, reading the minutes is not necessary. During the Board meetings, President De Lara will stay mindful to inquire with the committee chairs to report on any action items and if the matter is informational only, to</p>	<p>Financial Reports - Items 1-10 and to forward to the Board for approval. Motion passed unanimously.</p>
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	<p>consider any questions of the Board.</p>	
<p>VIII. Other Matters</p> <p>1. District & RPP Investment Reports 3Q20 – Keith Stribling, Vice President, Senior Portfolio Manager, Highmark Capital</p> <p>2. LPMP Common Area Maintenance Analysis</p>	<p>Chris Christensen, CAO, introduced Keith Stribling, Vice President, Senior Portfolio Manager, Highmark Capital. Mr. Stribling described and highlighted the Retirement Protection Plan \$5.2M market value of the asset allocation summary, reviewed the performance report, and the monitoring in the maturity of the bond portfolio. The committee reviewed the fixed income portfolio and analysis for the District and the fee discount reduction in the fixed income portfolio, performance report, and the interest rate reductions throughout the year.</p> <p>Chris Christensen, CAO, described the schedule for the expenses that are passed on to the tenants at the Las Palmas Medical Plaza. The monthly billing portion is \$.62 per square foot for common area maintenance, insurance, and property tax at the facility. The lease agreement allows the District to charge expenses that exceed the allocation to the tenants at the end of the year. There is an excess of \$50k this year, which is usually passed on to the tenants; however, with the 2020 challenges, staff is recommending forgoing</p>	

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<p>3. New Job Description (Chief of Community Engagement) and Promotion – Alejandro Espinoza</p>	<p>passing the extra expense to the tenants but increasing the allocation for calendar year 2021 from \$.62 to \$.69 per square foot taking into consideration the increase in waste cost, property maintenance, and other increased fees.</p> <p>Dr. Bázquez, CEO, described the recommendation to promote Alejandro Espinoza in response to COVID-19 with his active community role that has expanded his work in the community with demonstrated tactfulness and diplomacy to help leverage resources in the community as a retention to provide growth and opportunity. CVHIP will be passed onto another staff member and undertaken by Vanessa Smith that was charged with Ready Set Swim. A salary increase to \$121k (a 7% increase) is recommended; however, Director Shorr suggested a 10% increase commensurable with the position but is for staff to finalize.</p>	<p>Moved and seconded President De Lara and Director Zendle to approve the New Job Description Chief of Community Engagement and Promotion – Alejandro Espinoza and forward to the Board for approval. Motion passed unanimously.</p>
<p>4. Professional Services Authorization – Prest-Vuksic-Greenwood Architects – Buildout Conference Room at RAP Office – NTE \$6,000</p>	<p>Chris Christensen, CAO, explained the conference room floor plan utilized for committee and additional meetings, which requires improvements to eliminate the costs of renting conference rooms, recommending approval of the architectural buildout not to exceed \$6k. The</p>	<p>Moved and seconded by Director Zendle and Director Shorr to approve the Professional Services Authorization – Prest-Vuksic-Greenwood Architects – Buildout Conference Room at RAP Office – NTE \$6,000 and forward to the Board for approval. Motion passed unanimously.</p>

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	construction costs are estimated not to exceed \$25k and will be presented for review and approval at the April F&A Committee meeting.	
IV. Adjournment	Director Shorr adjourned the meeting at 4:33 p.m.	Audio recording available on the website at http://dhcd.org/Agendas-and-Documents

ATTEST: _____
Arthur Shorr, Director, Board of Directors
Finance & Administration Committee Member
Desert Healthcare District Board of Directors

Minutes respectfully submitted by Andrea S. Hayles, Clerk of the Board

DRAFT



Chief Administration Officer's Report

April 13, 2021

Landscape Renovation and Fire Alarm Electrical Connection project –

The landscape project is taking shape and looking very good. Most plant life is installed. Presently, the cobblestone and boulders are being placed. The DG and larger palm trees at the entrance are part of the remaining items to complete. Estimated completion mid-April.

The annual budgeting process is beginning with the draft FY21-22 budget scheduled to be presented to the Committee at the May 11, 2021 F&A Committee meeting.

Las Palmas Medical Plaza - Property Management:

Occupancy:

See attached unit rental status report.

92% currently occupied –

Total annual rent including CAM fees is **\$1,262,118**.

Leasing Activity:

Leasing activity has continued to be slow due to the COVID-19 virus. Rob Wenthold, the broker staff is working with, indicated prospective tenants are apprehensive during this period of time.

Las Palmas Medical Plaza

Unit Rental Status

As of April 1, 2021

Unit	Tenant Name	Deposit	Lease Dates		Term	Unit Sq Feet	Percent of Total	Monthly Rent	Annual Rent	Rent Per Sq Foot	Monthly CAM	Total Monthly Rent Inclg CAM	Total Annual Rent Inclg CAM
			From	To									
											\$ 0.69		
3W, 101	Vacant					1,656	3.36%						
2W, 107	Vacant					1,024	2.07%						
1W, 204	Vacant					1,280	2.59%						
Total - Vacancies						3,960	8.02%						
Total Suites-31 - 28 Suites Occupied		\$ 52,519.50				49,356	92.0%	\$ 74,051.25	\$ 888,615.00	\$ 1.63	\$ 31,125.28	\$ 105,176.53	\$ 1,262,118.36
Summary - All Units													
			Occupied	45,396	92.0%								
			Vacant	3,960	8.0%								
			Pending	0	0%								
			Total	49,356	100%								

DESERT HEALTHCARE DISTRICT
MARCH 2021 FINANCIAL STATEMENTS
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Year to Date Variance Analysis
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Credit Card Expenditures
Check Register - LPMP
Retirement Protection Plan Update
Grants Schedule

**DESERT HEALTHCARE DISTRICT
YEAR TO DATE VARIANCE ANALYSIS
ACTUAL VS BUDGET
NINE MONTHS ENDED MARCH 31, 2021**

Scope: \$25,000 Variance per Statement of Operations Summary

Account	YTD		Over(Under)	Explanation
	Actual	Budget	Budget	
4000 - Income	\$ 4,261,227	\$ 4,644,350	\$ (383,123)	Lower interest income and market fluctuations (net) from FRF investments \$1,025k; higher property tax revenues \$669k; lower grant income \$29k; higher DHC recovery \$2k
4500 - LPMP	\$ 929,819	\$ 891,693	\$ 38,126	Higher rent revenue \$38k
5000 - Direct Expenses	\$ 885,156	\$ 1,262,745	\$ (377,589)	Lower wage related expenses \$207k due to open positions; lower education expense \$65k; lower health insurance expense \$55k; lower board expenses \$38k; lower workers comp expense \$7k; lower retirement expense \$6k
6000-General & Admin Expense	\$ 350,929	\$ 427,455	\$ (76,526)	Lower bank and investment fees expense \$27k; lower computer services expense \$17k; lower travel expense \$15k; higher dues and membership expense \$15k; lower supplies expense \$8k; lower staff mileage expense \$6k; lower meals & entertainment expense \$5k; lower personnel expense \$4k; lower various \$10k
6445 - LPMP Expense	\$ 733,947	\$ 881,595	\$ (147,648)	Lower landscaping expense \$121k; lower depreciation expenses \$20k; higher bank charges \$10k; lower marketing expense \$9k; higher bad debt expense \$6k; lower deferred maintenance expense \$5k; lower HVAC maintenance expense \$4k; higher security expense \$4k; lower various \$9k
6500 - Professional Fees Expense	\$ 305,096	\$ 943,974	\$ (638,878)	Lower Professional Services expense \$546k; lower PR/Communications expense \$77k; lower legal expense \$16k
7000 - Grants Expense	\$ 1,626,940	\$ 3,062,997	\$ (1,436,057)	Budget of \$4 Million for fiscal year is amortized straight-line over 12-month fiscal year.
Las Palmas Medical Plaza - Net	\$ 195,872	\$ 10,098	\$ 185,774	LPMP expenses lower \$148k; LPMP revenue higher \$38k

Desert Healthcare District
Profit & Loss Budget vs. Actual
July 2020 through March 2021

	MONTH			TOTAL		
	Mar 21	Budget	\$ Over Budget	Jul '20 - Mar 21	Budget	\$ Over Budget
Income						
4000 · Income	59,974	147,640	(87,666)	4,261,227	4,644,350	(383,123)
4500 · LPMP Income	102,075	99,077	2,998	929,819	891,693	38,126
4501 · Miscellaneous Income	750	950	(200)	6,750	8,550	(1,800)
Total Income	162,799	247,667	(84,868)	5,197,796	5,544,593	(346,797)
Expense						
5000 · Direct Expenses	100,196	140,305	(40,109)	885,156	1,262,745	(377,589)
6000 · General & Administrative Exp	38,226	47,495	(9,269)	350,929	427,455	(76,526)
6325 · CEO Discretionary Fund	0	2,083	(2,083)	19,000	18,747	253
6445 · LPMP Expenses	82,435	97,955	(15,520)	733,947	881,595	(147,648)
6500 · Professional Fees Expense	32,613	104,886	(72,273)	305,096	943,974	(638,878)
6700 · Trust Expenses	7,958	8,792	(834)	76,240	79,128	(2,888)
Total Expense	261,428	401,516	(140,088)	2,370,370	3,613,676	(1,243,306)
7000 · Grants Expense	564,611	340,333	224,278	1,626,940	3,062,997	(1,436,057)
Net Income	(663,240)	(494,182)	(169,058)	1,200,486	(1,132,078)	2,332,564

Desert Healthcare District
Profit & Loss Budget vs. Actual
July 2020 through March 2021

	MONTH			TOTAL		
	Mar 21	Budget	\$ Over Budget	Jul '20 - Mar 21	Budget	\$ Over Budget
Income						
4000 · Income						
4010 · Property Tax Revenues	18,789	18,592	197	4,152,274	3,482,918	669,356
4200 · Interest Income						
4220 · Interest Income (FRF)	128,226	86,965	41,261	796,980	782,685	14,295
9999-1 · Unrealized gain(loss) on invest	(94,301)	33,333	(127,634)	(739,345)	299,997	(1,039,342)
Total 4200 · Interest Income	33,925	120,298	(86,373)	57,635	1,082,682	(1,025,047)
4300 · DHC Recoveries	3,554	1,750	1,804	17,879	15,750	2,129
4400 · Grant Income	3,706	7,000	(3,294)	33,439	63,000	(29,561)
Total 4000 · Income	59,974	147,640	(87,666)	4,261,227	4,644,350	(383,123)
4500 · LPMP Income	102,075	99,077	2,998	929,819	891,693	38,126
4501 · Miscellaneous Income	750	950	(200)	6,750	8,550	(1,800)
Total Income	162,799	247,667	(84,868)	5,197,796	5,544,593	(346,797)
Expense						
5000 · Direct Expenses						
5100 · Administration Expense						
5110 · Wages Expense	83,407	113,645	(30,238)	699,547	1,022,805	(323,258)
5111 · Allocation to LPMP - Payroll	(5,161)	(5,166)	5	(46,449)	(46,494)	45
5112 · Vacation/Sick/Holiday Expense	4,767	10,000	(5,233)	115,129	90,000	25,129
5114 · Allocation to Foundation	(30,794)	(37,196)	6,402	(269,580)	(334,764)	65,184
5115 · Allocation to NEOPB	(3,664)	(7,571)	3,907	(33,204)	(68,139)	34,935
5119 · Allocation to RSS/CVHIP-DHCF	0	(1,431)	1,431	(903)	(12,879)	11,976
5120 · Payroll Tax Expense	6,568	8,694	(2,126)	57,132	78,246	(21,114)
5130 · Health Insurance Expense						
5131 · Premiums Expense	12,993	16,795	(3,802)	111,982	151,155	(39,173)
5135 · Reimb./Co-Payments Expense	143	3,000	(2,857)	11,317	27,000	(15,683)
Total 5130 · Health Insurance Expense	13,136	19,795	(6,659)	123,299	178,155	(54,856)
5140 · Workers Comp. Expense	862	1,193	(331)	3,391	10,737	(7,346)
5145 · Retirement Plan Expense	6,868	7,848	(980)	65,148	70,632	(5,484)
5160 · Education Expense	70	7,250	(7,180)	(16)	65,250	(65,266)
Total 5100 · Administration Expense	76,059	117,061	(41,002)	713,494	1,053,549	(340,055)
5200 · Board Expenses						
5210 · Healthcare Benefits Expense	9,835	5,834	4,001	51,889	52,506	(617)
5230 · Meeting Expense	325	1,667	(1,342)	1,775	15,003	(13,228)
5235 · Director Stipend Expense	3,360	4,410	(1,050)	22,995	39,690	(16,695)
5240 · Catering Expense	200	708	(508)	1,250	6,372	(5,122)
5250 · Mileage Reimbursement Expense	0	208	(208)	0	1,872	(1,872)
5270 · Election Fees Expense	10,417	10,417	0	93,753	93,753	0
Total 5200 · Board Expenses	24,137	23,244	893	171,662	209,196	(37,534)
Total 5000 · Direct Expenses	100,196	140,305	(40,109)	885,156	1,262,745	(377,589)

Desert Healthcare District
Profit & Loss Budget vs. Actual
July 2020 through March 2021

	MONTH			TOTAL		
	Mar 21	Budget	\$ Over Budget	Jul '20 - Mar 21	Budget	\$ Over Budget
6000 · General & Administrative Exp						
6110 · Payroll fees Expense	174	208	(34)	1,599	1,872	(273)
6120 · Bank and Investment Fees Exp	5,246	9,833	(4,587)	61,884	88,497	(26,613)
6125 · Depreciation Expense	1,102	1,167	(65)	9,918	10,503	(585)
6126 · Depreciation-Solar Parking lot	15,072	15,072	0	135,648	135,648	0
6130 · Dues and Membership Expense	2,667	3,337	(670)	45,300	30,033	15,267
6200 · Insurance Expense	2,343	2,417	(74)	21,137	21,753	(616)
6300 · Minor Equipment Expense	0	42	(42)	0	378	(378)
6305 · Auto Allowance & Mileage Exp	462	600	(138)	4,388	5,400	(1,012)
6306 · Staff- Auto Mileage reimb	0	625	(625)	44	5,625	(5,581)
6309 · Personnel Expense	0	1,167	(1,167)	6,640	10,503	(3,863)
6310 · Miscellaneous Expense	0	42	(42)	0	378	(378)
6311 · Cell Phone Expense	485	776	(291)	4,949	6,984	(2,035)
6312 · Wellness Park Expenses	960	83	877	960	747	213
6315 · Security Monitoring Expense	0	42	(42)	449	378	71
6340 · Postage Expense	92	417	(325)	1,496	3,753	(2,257)
6350 · Copier Rental/Fees Expense	752	458	294	3,546	4,122	(576)
6351 · Travel Expense	0	1,667	(1,667)	0	15,003	(15,003)
6352 · Meals & Entertainment Exp	314	875	(561)	2,595	7,875	(5,280)
6355 · Computer Services Expense	3,795	3,775	20	16,900	33,975	(17,075)
6360 · Supplies Expense	2,625	2,167	458	11,931	19,503	(7,572)
6380 · LAFCO Assessment Expense	0	208	(208)	1,727	1,872	(145)
6400 · East Valley Office	2,137	2,517	(380)	19,818	22,653	(2,835)
Total 6000 · General & Administrative Exp	38,226	47,495	(9,269)	350,929	427,455	(76,526)
6325 · CEO Discretionary Fund	0	2,083	(2,083)	19,000	18,747	253
6445 · LPMP Expenses	82,435	97,955	(15,520)	733,947	881,595	(147,648)
6500 · Professional Fees Expense						
6516 · Professional Services Expense	18,772	77,198	(58,426)	148,827	694,782	(545,955)
6520 · Annual Audit Fee Expense	1,313	1,313	0	12,042	11,817	225
6530 · PR/Communications/Website	3,055	11,375	(8,320)	25,597	102,375	(76,778)
6560 · Legal Expense	9,473	15,000	(5,527)	118,630	135,000	(16,370)
Total 6500 · Professional Fees Expense	32,613	104,886	(72,273)	305,096	943,974	(638,878)
6700 · Trust Expenses						
6720 · Pension Plans Expense						
6721 · Legal Expense	0	167	(167)	0	1,503	(1,503)
6725 · RPP Pension Expense	7,500	7,500	0	67,500	67,500	0
6728 · Pension Audit Fee Expense	458	1,125	(667)	8,740	10,125	(1,385)
Total 6700 · Trust Expenses	7,958	8,792	(834)	76,240	79,128	(2,888)
Total Expense Before Grants	261,428	401,516	(140,088)	2,370,370	3,613,676	(1,243,306)
7000 · Grants Expense						
7010 · Major Grant Awards Expense	560,905	333,333	227,572	1,593,501	2,999,997	(1,406,496)
7027 · Grant Exp - NEOPB	3,706	7,000	(3,294)	33,439	63,000	(29,561)
Total 7000 · Grants Expense	564,611	340,333	224,278	1,626,940	3,062,997	(1,436,057)
Net Income	(663,240)	(494,182)	(169,058)	1,200,486	(1,132,078)	2,332,564

Las Palmas Medical Plaza
Profit & Loss Budget vs. Actual
July 2020 through March 2021

	MONTH			TOTAL		
	Mar 21	Budget	\$ Over Budget	Jul '20 - Mar 21	Budget	\$ Over Budget
Income						
4500 · LPMP Income						
4505 · Rental Income	74,056	71,672	2,384	676,060	645,048	31,012
4510 · CAM Income	28,019	27,372	647	253,759	246,348	7,411
4513 · Misc. Income	0	33	(33)	0	297	(297)
Total 4500 · LPMP Income	102,075	99,077	2,998	929,819	891,693	38,126
Expense						
6445 · LPMP Expenses						
6420 · Insurance Expense	2,599	2,750	(151)	23,391	24,750	(1,359)
6425 · Building - Depreciation Expense	21,487	21,879	(392)	193,383	196,911	(3,528)
6426 · Tenant Improvements -Dep Exp	15,320	16,833	(1,513)	134,730	151,497	(16,767)
6427 · HVAC Maintenance Expense	2,414	1,333	1,081	8,453	11,997	(3,544)
6428 · Roof Repairs Expense	0	208	(208)	0	1,872	(1,872)
6431 · Building -Interior Expense	0	833	(833)	10,235	7,497	2,738
6432 · Plumbing -Interior Expense	0	333	(333)	6,228	2,997	3,231
6433 · Plumbing -Exterior Expense	0	208	(208)	0	1,872	(1,872)
6434 · Allocation Internal Prop. Mgmt	5,161	5,166	(5)	46,449	46,494	(45)
6435 · Bank Charges	2,071	1,125	946	20,427	10,125	10,302
6437 · Utilities -Vacant Units Expense	188	83	105	1,730	747	983
6439 · Deferred Maintenance Repairs Ex	2,000	833	1,167	2,000	7,497	(5,497)
6440 · Professional Fees Expense	10,117	10,472	(355)	91,053	94,248	(3,195)
6441 · Legal Expense	0	83	(83)	0	747	(747)
6455 · Bad Debt Expense	0	0	0	5,543	0	5,543
6458 · Elevators - R & M Expense	1,649	1,000	649	8,913	9,000	(87)
6460 · Exterminating Service Expense	0	333	(333)	1,400	2,997	(1,597)
6463 · Landscaping Expense	0	14,167	(14,167)	6,380	127,503	(121,123)
6467 · Lighting Expense	0	500	(500)	4,118	4,500	(382)
6468 · General Maintenance Expense	0	83	(83)	0	747	(747)
6471 · Marketing-Advertising	0	1,250	(1,250)	2,507	11,250	(8,743)
6475 · Property Taxes Expense	6,000	6,008	(8)	54,000	54,072	(72)
6476 · Signage Expense	0	125	(125)	0	1,125	(1,125)
6480 · Rubbish Removal Medical Waste E	1,546	1,583	(37)	12,989	14,247	(1,258)
6481 · Rubbish Removal Expense	2,301	2,250	51	20,488	20,250	238
6482 · Utilities/Electricity/Exterior	531	625	(94)	4,476	5,625	(1,149)
6484 · Utilties - Water (Exterior)	451	625	(174)	4,669	5,625	(956)
6485 · Security Expenses	7,140	7,167	(27)	68,625	64,503	4,122
6490 · Miscellaneous Expense	1,460	100	1,360	1,760	900	860
6445 · LPMP Expenses	82,435	97,955	(15,520)	733,947	881,595	(147,648)
Net Income	19,640	1,122	18,518	195,872	10,098	185,774

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of March 31, 2021

			Mar 31, 21	Mar 31, 20
ASSETS				
Current Assets				
Checking/Savings				
	1000	CHECKING CASH ACCOUNTS	667,548	1,716,582
	1100	INVESTMENT ACCOUNTS	62,635,303	61,038,610
Total Checking/Savings			63,302,851	62,755,192
Total Accounts Receivable			34,237	106,374
Other Current Assets				
	1204.1	Rent Receivable-Deferred COVID	171,459	0
	1270	Prepaid Insurance -Ongoing	18,553	13,647
	1279	Pre-Paid Fees	12,957	10,108
	1281	NEOPB Receivable	20,803	0
	1295	Property Tax Receivable	9,138	1,247,289
	1565	Retirement Plan ForfeitureAsset	0	10,017
Total Other Current Assets			232,910	1,281,061
Total Current Assets			63,569,998	64,142,627
Fixed Assets				
	1300	FIXED ASSETS	4,913,164	4,913,164
	1335-00	ACC DEPR	(2,184,193)	(1,971,764)
	1400	LPMP Assets	6,863,572	6,929,874
Total Fixed Assets			9,592,543	9,871,274
Other Assets				
	1700	OTHER ASSETS	2,909,152	2,867,136
TOTAL ASSETS			76,071,693	76,881,037

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of March 31, 2021

			Mar 31, 21	Mar 31, 20
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
		2000 · Accounts Payable	3,279	39,104
		2001 · LPMP Accounts Payable	7,656	5,832
		Total Accounts Payable	10,935	44,936
Other Current Liabilities				
		2002 · LPMP Property Taxes	(17,950)	(16,924)
		2131 · Grant Awards Payable	2,788,296	5,986,961
		2133 · Accrued Accounts Payable	233,303	129,550
		2141 · Accrued Vacation Time	80,421	36,708
		2188 · Current Portion - LTD	3,701	3,701
		2190 · Investment Fees Payable	27,000	23,244
		Total Other Current Liabilities	3,114,771	6,163,240
		Total Current Liabilities	3,125,706	6,208,176
Long Term Liabilities				
		2170 · RPP - Pension Liability	4,671,754	3,485,623
		2171 · RPP-Deferred Inflows-Resources	370,700	1,643,743
		2280 · Long-Term Disability	28,809	40,626
		2281 · Grants Payable - Long-term	6,660,000	5,400,000
		2286 · Retirement BOD Medical Liabilit	48,544	73,416
		2290 · LPMP Security Deposits	52,520	61,962
		Total Long Term Liabilities	11,832,327	10,705,370
		Total Liabilities	14,958,033	16,913,546
Equity				
		3900 · *Retained Earnings	59,913,158	55,207,356
		Net Income	1,200,486	4,760,138
		Total Equity	61,113,644	59,967,494
TOTAL LIABILITIES & EQUITY			76,071,693	76,881,037

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of March 31, 2021

			Mar 31, 21	Mar 31, 20
ASSETS				
Current Assets				
Checking/Savings				
1000 · CHECKING CASH ACCOUNTS				
		1010 · Union Bank - Checking	596,977	1,503,491
		1046 · Las Palmas Medical Plaza	70,071	212,591
		1047 · Petty Cash	500	500
		Total 1000 · CHECKING CASH ACCOUNTS	667,548	1,716,582
1100 · INVESTMENT ACCOUNTS				
		1130 · Facility Replacement Fund	61,792,395	59,435,920
		1135 · Unrealized Gain(Loss) FRF	842,908	1,602,690
		Total 1100 · INVESTMENT ACCOUNTS	62,635,303	61,038,610
		Total Checking/Savings	63,302,851	62,755,192
Accounts Receivable				
1201 · Accounts Receivable				
		1204 · LPMP Accounts Receivable	(28,352)	(6,063)
		1205 · Misc. Accounts Receivable	750	3,427
		1211 · A-R Foundation - Exp Allocation	61,839	109,010
		Total Accounts Receivable	34,237	106,374
Other Current Assets				
		1204.1 · Rent Receivable-Deferred COVID	171,459	0
		1270 · Prepaid Insurance -Ongoing	18,553	13,647
		1279 · Pre-Paid Fees	12,957	10,108
		1281 · NEOPB Receivable	20,803	0
		1295 · Property Tax Receivable	9,138	1,247,289
		1565 · Retirement Plan Forfeiture Asset	0	10,017
		Total Other Current Assets	232,910	1,281,061
		Total Current Assets	63,569,998	64,142,627
Fixed Assets				
1300 · FIXED ASSETS				
		1310 · Computer Equipment	94,034	94,034
		1315 · Computer Software	68,770	68,770
		1320 · Furniture and Fixtures	33,254	33,254
		1325 · Offsite Improvements	300,849	300,849
		1331 · DRMC - Parking lot	4,416,257	4,416,257
		Total 1300 · FIXED ASSETS	4,913,164	4,913,164

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of March 31, 2021

		Mar 31, 21	Mar 31, 20
	1335-00 · ACC DEPR		
	1335 · Accumulated Depreciation	(220,368)	(211,352)
	1336 · Acc. Software Depreciation	(68,770)	(68,770)
	1337 · Accum Deprec- Solar Parking Lot	(1,733,451)	(1,552,587)
	1338 · Accum Deprec - LPMP Parking Lot	(161,604)	(139,055)
	Total 1335-00 · ACC DEPR	(2,184,193)	(1,971,764)
	1400 · LPMP Assets		
	1401 · Building	8,705,680	8,705,680
	1402 · Land	2,165,300	2,165,300
	1403 · Tenant Improvements -New	2,187,796	2,214,163
	1404 · Tenant Improvements - CIP	129,550	129,550
	1406 · Building Improvements		
	1406.1 · LPMP-Replace Parking Lot	676,484	676,484
	1406.2 · Building Improvements-CIP	285,005	0
	1406 · Building Improvements - Other	1,581,558	1,559,534
	Total 1406 · Building Improvements	2,543,047	2,236,018
	1407 · Building Equipment Improvements	375,185	364,891
	1409 · Accumulated Depreciation		
	1410 · Accum. Depreciation	(7,585,660)	(7,349,598)
	1412 · T I Accumulated Dep.-New	(1,657,326)	(1,536,130)
	Total 1409 · Accumulated Depreciation	(9,242,986)	(8,885,728)
	Total 1400 · LPMP Assets	6,863,572	6,929,874
	Total Fixed Assets	9,592,543	9,871,274
	Other Assets		
	1700 · OTHER ASSETS		
	1731 · Wellness Park	1,693,800	1,693,800
	1740 · RPP-Deferred Outflows-Resources	1,204,238	1,159,189
	1741 · OPEB-Deferrred Outflows-Resourc	11,114	14,147
	Total Other Assets	2,909,152	2,867,136
	TOTAL ASSETS	76,071,693	76,881,037

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of March 31, 2021

		Mar 31, 21	Mar 31, 20
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable		3,279	39,104
2001 · LPMP Accounts Payable		7,656	5,832
Total Accounts Payable		10,935	44,936
Other Current Liabilities			
2002 · LPMP Property Taxes		(17,950)	(16,924)
2131 · Grant Awards Payable		2,788,296	5,986,961
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2141 · Accrued Vacation Time		80,421	36,708
2188 · Current Portion - LTD		3,701	3,701
2190 · Investment Fees Payable		27,000	23,244
Total Other Current Liabilities		3,114,771	6,163,240
Total Current Liabilities		3,125,706	6,208,176
Long Term Liabilities			
2170 · RPP - Pension Liability		4,671,754	3,485,623
2171 · RPP-Deferred Inflows-Resources		370,700	1,643,743
2280 · Long-Term Disability		28,809	40,626
2281 · Grants Payable - Long-term		6,660,000	5,400,000
2286 · Retirement BOD Medical Liabilit		48,544	73,416
2290 · LPMP Security Deposits		52,520	61,962
Total Long Term Liabilities		11,832,327	10,705,370
Total Liabilities		14,958,033	16,913,546
Equity			
3900 · *Retained Earnings		59,913,158	55,207,356
Net Income		1,200,486	4,760,138
Total Equity		61,113,644	59,967,494
TOTAL LIABILITIES & EQUITY		76,071,693	76,881,037

Desert Healthcare District
A/R Aging Summary
As of March 31, 2021

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	COMMENT
Desert Family Medical Center	(3,753)	0	0	0	0	(3,753)	Prepaid
Desert Healthcare Foundation-	30,815	0	30,815	209	0	61,839	Due from Foundation
EyeCare Services Partners Management LLC	(7,217)	0	0	0	0	(7,217)	Prepaid
Hassan Bencheqroun, M.D.	(2,639)	0	0	0	0	(2,639)	Prepaid
Laboratory Corporation of America	0	(4,859)	0	0	0	(4,859)	Prepaid
Quest Diagnostics Incorporated	0	(3,864)	0	0	0	(3,864)	Prepaid
Sleep Treatment Partners, Inc.	0	(550)	0	0	0	(550)	Prepaid
Sovereign	0	750	0	0	0	750	Slow pay
Steven Gundry, M.D.	(5,471)	0	0	0	0	(5,471)	Prepaid
TOTAL	11,735	(8,523)	30,815	209	0	34,236	

Desert Healthcare District
Deposit Detail
March 2021

Type	Date	Name	Amount
Deposit	03/01/2021		20
		Riverside County Treasurer - Property Tax	(20)
TOTAL			(20)
Deposit	03/02/2021		1,749
		T-Mobile	(1,749)
TOTAL			(1,749)
Deposit	03/03/2021		33
		Pitney Bowes Global Financial Services	(33)
TOTAL			(33)
Deposit	03/10/2021		790
		Miscellaneous - Refund of Cancelled Conference	(790)
TOTAL			(790)
Deposit	03/17/2021		56
		California Business Bureau, Inc.	(56)
TOTAL			(56)
Deposit	03/18/2021		14,634
		Riverside County Treasurer - Property Tax	(14,634)
TOTAL			(14,634)
Deposit	03/19/2021		4,134
		Riverside County Treasurer - Property Tax	(4,134)
TOTAL			(4,134)

Desert Healthcare District
Deposit Detail
 March 2021

Type	Date	Name	Amount
Deposit	03/30/2021		1,749
		T-Mobile	(1,749)
TOTAL			(1,749)
		TOTAL	23,165

DESERT HEALTHCARE DISTRICT										
PROPERTY TAX RECEIPTS FY 2020 - 2021										
RECEIPTS - NINE MONTHS ENDED MARCH 31, 2021										
	FY 2019-2020 Projected/Actual					FY 2020-2021 Projected/Actual				
	Budget %	Budget \$	Act %	Actual Receipts	Variance	Budget %	Budget \$	Act %	Actual Receipts	Variance
July	2.5%	\$ 168,407	0.0%	\$ -	\$ (168,407)	2.5%	\$ 154,934	0.0%	\$ -	\$ (154,934)
Aug	1.6%	\$ 107,780	2.9%	\$ 207,292	\$ 99,512	1.6%	\$ 99,158	2.4%	\$ 149,547	\$ 50,390
Sep	2.6%	\$ 175,143	0.0%	\$ -	\$ (175,143)	2.6%	\$ 161,131	0.0%	\$ -	\$ (161,131)
Oct	0.0%	\$ -	2.2%	\$ 158,895	\$ 158,895	0.0%	\$ -	2.6%	\$ 162,968	\$ 162,968
Nov	0.4%	\$ 26,945	0.0%	\$ -	\$ (26,945)	0.4%	\$ 24,789	0.0%	\$ -	\$ (24,789)
Dec	16.9%	\$ 1,138,429	17.1%	\$ 1,222,723	\$ 84,294	16.9%	\$ 1,047,354	20.6%	\$ 1,279,429	\$ 232,075
Jan	31.9%	\$ 2,148,868	31.1%	\$ 2,228,697	\$ 79,829	31.9%	\$ 1,976,959	41.9%	\$ 2,596,795	\$ 619,836
Feb	0.0%	\$ -	1.0%	\$ 69,468	\$ 69,468	0.0%	\$ -	1.5%	\$ 94,294	\$ 94,294
Mar	0.3%	\$ 20,209	1.0%	\$ 71,486	\$ 51,277	0.3%	\$ 18,592	0.3%	\$ 18,789	\$ 196
Apr	5.5%	\$ 370,495	5.7%	\$ 405,506	\$ 35,012	5.5%	\$ 340,855	0.0%		
May	19.9%	\$ 1,340,517	1.4%	\$ 101,619	\$ (1,238,897)	19.9%	\$ 1,233,275	0.0%		
June	18.4%	\$ 1,239,473	37.6%	\$ 2,695,867	\$ 1,456,394	18.4%	\$ 1,140,315	0.0%		
Total	100%	\$ 6,736,264	100.0%	\$ 7,161,553	\$ 425,289	100.00%	\$ 6,197,363	69.4%	\$ 4,301,821	\$ 818,903

**Las Palmas Medical Plaza
Deposit Detail - LPMP
March 2021**

Type	Date	Name	Amount
Deposit	03/03/2021		15,327
Payment	03/03/2021	Steven Gundry, M.D.	(5,471)
Payment	03/03/2021	Hassan Bencheqroun, M.D.	(2,639)
Payment	03/03/2021	EyeCare Services Partners Management LLC	(7,217)
TOTAL			(15,327)
Deposit	03/05/2021		5,966
Payment	03/05/2021	Sleep Treatment Partners, Inc.	(550)
Payment	03/04/2021	Desert Regional Medical Center	(5,416)
TOTAL			(5,966)
Deposit	03/08/2021		6,717
Payment	03/08/2021	Palmtree Clinical Research	(6,717)
TOTAL			(6,717)
Deposit	03/08/2021		63,503
Payment	03/05/2021	Pathway Pharmaceuticals, Inc.	(2,346)
Payment	03/04/2021	Tenet HealthSystem Desert, Inc	(6,066)
Payment	03/04/2021	Tenet HealthSystem Desert, Inc.	(32,131)
Payment	03/05/2021	Aijaz Hashmi, M.D., Inc.	(2,803)
Payment	03/05/2021	Brad A. Wolfson, M.D.	(3,430)
Payment	03/05/2021	Cohen Musch Thomas Medical Group	(4,349)
Payment	03/05/2021	Cure Cardiovascular Consultants	(2,962)
Payment	03/05/2021	Derakhsh Fozouni, M.D.	(6,101)
Payment	03/05/2021	Ramy Awad, M.D.	(3,315)
TOTAL			(63,503)
Deposit	03/10/2021		3,184
Payment	03/10/2021	Peter Jamieson, M.D.	(3,184)
TOTAL			(3,184)

**Las Palmas Medical Plaza
Deposit Detail - LPMP
March 2021**

Type	Date	Name	Amount
Deposit	03/23/2021		5,286
Payment	03/22/2021	Laboratory Corporation of America	(5,286)
TOTAL			(5,286)
Deposit	03/24/2021		560
		Sleep Treatment Partners, Inc.	(10)
		Sleep Treatment Partners, Inc.	(550)
TOTAL			(560)
Deposit	03/25/2021		3,864
Payment	03/25/2021	Quest Diagnostics Incorporated	(3,864)
TOTAL			(3,864)
Deposit	03/26/2021		550
Payment	03/26/2021	Sleep Treatment Partners, Inc.	(550)
TOTAL			(550)
Deposit	03/31/2021		8,110
Payment	03/31/2021	Hassan Bencheqroun, M.D.	(2,639)
Payment	03/31/2021	Steven Gundry, M.D.	(5,471)
TOTAL			(8,110)
Deposit	03/31/2021		7,217
Payment	03/31/2021	EyeCare Services Partners Management LLC	(7,217)
TOTAL			(7,217)
Deposit	03/31/2021		3,753
Payment	03/31/2021	Desert Family Medical Center	(3,753)
TOTAL			(3,753)
		TOTAL	124,037

Desert Healthcare District
Check Register
As of March 31, 2021

Type	Date	Num	Name	Amount
1000 - CHECKING CASH ACCOUNTS				
1010 - Union Bank - Checking				
Bill Pmt -Check	03/03/2021	16341	AgostinoCreative	(3,000)
Bill Pmt -Check	03/03/2021	16342	First Bankcard (Union Bank)	(1,042)
Bill Pmt -Check	03/03/2021	16343	Leticia De Lara - Stipend	(525)
Bill Pmt -Check	03/03/2021	16344	Our Lady of Guadalupe Church	(10,000)
Bill Pmt -Check	03/03/2021	16345	The Chronicle of Philanthropy	(170)
Bill Pmt -Check	03/03/2021	16346	Underground Service Alert of Southern Cal	(2)
Bill Pmt -Check	03/03/2021	16347	Verizon Wireless	(720)
Bill Pmt -Check	03/03/2021	16348	Carmina Zavala - Premium Reimbursement & Stipend	(1,343)
Bill Pmt -Check	03/03/2021	16349	First Bankcard (Union Bank)	(804)
Bill Pmt -Check	03/03/2021	16350	HARC, INC.	(11,081)
Bill Pmt -Check	03/03/2021	16351	Rauch Communication Consultants	(858)
Bill Pmt -Check	03/03/2021	16352	Regional Access Project Foundation	(2,000)
Bill Pmt -Check	03/03/2021	16353	So.Cal Computer Shop	(810)
Bill Pmt -Check	03/04/2021	16354	Rogers, Carole - Stipend	(525)
Check	03/05/2021	Auto Pay	Calif. Public Employees'Retirement System	(11,600)
Liability Check	03/05/2021		QuickBooks Payroll Service	(42,022)
Bill Pmt -Check	03/10/2021	16355	Arthur Shorr - Stipend	(945)
Bill Pmt -Check	03/10/2021	16356	Maggie Martinez	(3,333)
Bill Pmt -Check	03/10/2021	16357	Mangus Accountancy Group, A.P.C.	(500)
Bill Pmt -Check	03/10/2021	16358	OneFuture Coachella Valley	(78,750)
Bill Pmt -Check	03/10/2021	16359	Staples Credit Plan	(881)
Bill Pmt -Check	03/10/2021	16360	State Compensation Insurance Fund	(862)
Bill Pmt -Check	03/10/2021	16361	Top Shop	(617)
Bill Pmt -Check	03/10/2021	16362	Xerox Financial Services	(358)
Bill Pmt -Check	03/11/2021	16363	CalCPA	(535)
Bill Pmt -Check	03/11/2021	16364	PolicyMap, Inc.	(5,006)
Bill Pmt -Check	03/17/2021	16365	Alzheimer's Association	(14,969)
Bill Pmt -Check	03/17/2021	16366	Arthur Shorr - Medicare Reimbursement	(8,439)
Bill Pmt -Check	03/17/2021	16367	Clear Impact	(2,400)
Bill Pmt -Check	03/17/2021	16368	CoPower Employers' Benefits Alliance	(1,687)
Bill Pmt -Check	03/17/2021	16369	Jewish Family Service of the Desert	(36,000)
Bill Pmt -Check	03/17/2021	16370	Purchase Power	(125)
Bill Pmt -Check	03/17/2021	16371	Time Warner Cable	(250)
Bill Pmt -Check	03/17/2021	16372	Vanessa Smith - Mileage Reimbursement	(42)
Bill Pmt -Check	03/17/2021	16373	Ernest Enterprises	(426)
Bill Pmt -Check	03/18/2021	ACH 031821	Law Offices of Scott & Jackson	(9,473)
Bill Pmt -Check	03/18/2021	16374	Principal Life Insurance Co.	(1,612)

Desert Healthcare District
Check Register
As of March 31, 2021

Type	Date	Num	Name	Amount
Liability Check	03/19/2021		QuickBooks Payroll Service	(41,863)
Bill Pmt -Check	03/24/2021	16375	Desert Communities EAC	(40)
Bill Pmt -Check	03/24/2021	16376	Liebert Cassidy Whitmore	(190)
Bill Pmt -Check	03/24/2021	16377	Regional Access Project Foundation	(137)
Bill Pmt -Check	03/24/2021	16378	Shred-It	(106)
Bill Pmt -Check	03/24/2021	16379	Eric Taylor - Expense Reimbursement	(49)
Bill Pmt -Check	03/24/2021	16380	Ready Refresh	(50)
Bill Pmt -Check	03/25/2021	16381	Grantmakers In Health	(3,250)
Check	03/25/2021		Bank Service Charge	(746)
Bill Pmt -Check	03/31/2021	16382	Carmina Zavala - Premium Reimbursement & Stipend	(1,028)
Bill Pmt -Check	03/31/2021	16383	Image Source	(234)
Bill Pmt -Check	03/31/2021	16384	Verizon Wireless	(615)
Bill Pmt -Check	03/31/2021	16385	Xerox Financial Services	(394)
Bill Pmt -Check	03/31/2021	16386	Zendle, Les - Stipend	(630)
Bill Pmt -Check	03/31/2021	16387	So.Cal Computer Shop	(189)
Bill Pmt -Check	03/31/2021	16388	HARC, INC.	(13,859)
TOTAL				(317,092)

Desert Healthcare District
Details for Credit Card Expenditures
Credit card purchases - February 2021 - Paid March 2021

Number of credit cards held by District personnel -2									
Credit Card Limit - \$10,000									
Credit Card Holders:									
Conrado Bárzaga - Chief Executive Officer									
Chris Christensen - Chief Administration Officer									
Routine types of charges:									
Office Supplies, Dues for membership, Computer Supplies, Meals, Travel including airlines and Hotels, Catering, Supplies for BOD meetings, CEO Discretionary for small grant & gift items									
Statement									
Year	Month	Total Charges	Expense Type	Amount	Purpose	Description	Participants		
		\$ 1,845.45							
Chris' Statement:									
2021	February	\$ 1,041.51	District						
			GL	Dollar	Descr				
			6360	\$ 751.82		Replacement Refrigerator for Office			
			6360	\$ (751.82)		Return/Exchange of Refrigerator to include Icemaker			
			6360	\$ 884.30		Replacement Refrigerator for Office w/ Icemaker			
			6355	\$ 26.62		Premiere Global Services			
			6360	\$ 130.59		Zoom Videoconference/Webinar Expense			
				\$ 1,041.51					
Conrado's Statement:									
2021	February	\$ 803.94	District						
			GL	Dollar	Descr				
			6355	\$ 9.95		Chegg Citation Machine Monthly Subscription			
			6360	\$ 218.99		Flowers for Service for Staff member's family			
			5230	\$ 350.00		National Association of County Behavioral Health conference - Director Zavala			
			5240	\$ 150.00		Board of Directors' Meeting Food			
			5240	\$ 25.00		Board of Directors' Meeting Food			
			5240	\$ 50.00		Board of Directors' Meeting Food			
				\$ 803.94					

**Las Palmas Medical Plaza
Check Register - LPMP
As of March 31, 2021**

Type	Date	Num	Name	Amount
1000 - CHECKING CASH ACCOUNTS				
1046 - Las Palmas Medical Plaza				
Bill Pmt -Check	03/03/2021	10314	Desert Water Agency	(358)
Bill Pmt -Check	03/03/2021	10315	Palm Springs Disposal Services Inc	(2,301)
Bill Pmt -Check	03/03/2021	10316	Stericycle, Inc.	(1,544)
Bill Pmt -Check	03/03/2021	10317-VOID	The Chronicle of Philanthropy	0
Bill Pmt -Check	03/03/2021	10318	Imperial Security	(1,785)
Bill Pmt -Check	03/10/2021	10319	Desert Air Conditioning Inc.	(2,414)
Bill Pmt -Check	03/10/2021	10320	INPRO-EMS Construction	(3,000)
Bill Pmt -Check	03/10/2021	10321	Marina Landscape, Inc.	(110,580)
Bill Pmt -Check	03/17/2021	10322	Frontier Communications	(239)
Bill Pmt -Check	03/17/2021	10323	Imperial Security	(1,785)
Bill Pmt -Check	03/17/2021	10324	INPRO-EMS Construction	(10,117)
Bill Pmt -Check	03/17/2021	10325	Matthew Jennings Riverside Co. Treasurer	(35,975)
Bill Pmt -Check	03/17/2021	10326	Southern California Edison	(695)
Bill Pmt -Check	03/24/2021	10327	Amtech Elevator Services	(1,410)
Bill Pmt -Check	03/24/2021	10328-VOID	Imperial Security	0
Bill Pmt -Check	03/24/2021	10329	Desert Oasis Healthcare - Deposit Refund	(1,364)
Bill Pmt -Check	03/24/2021	10330	Imperial Security	(3,570)
Bill Pmt -Check	03/24/2021	10331	LabCorp - Deposit Refund	(3,630)
Bill Pmt -Check	03/25/2021	10332	So.Cal Computer Shop	(1,460)
Bill Pmt -Check	03/31/2021	10333	Desert Water Agency	(451)
Bill Pmt -Check	03/31/2021	10334	INPRO-EMS Construction	(2,005)
Check	03/31/2021		Bank Service Charge	(2,071)
TOTAL				(186,754)



MEMORANDUM

DATE: April 13, 2021

TO: F&A Committee

RE: Retirement Protection Plan (RPP)

Current number of participants in Plan:

	<u>Feb</u>	<u>Mar</u>
Active – still employed by hospital	94	93
Vested – no longer employed by hospital	60	58
Former employees receiving annuity	<u>7</u>	<u>7</u>
Total	<u>161</u>	<u>158</u>

The outstanding liability for the RPP is approximately **\$3.7M** (Actives - \$2.4M and Vested - \$1.3M). US Bank investment account balance \$5.2M. Per the June 30, 2020 Actuarial Valuation, the RPP has an Unfunded Pension Liability of approximately **\$4.6M**. A monthly accrual of \$7.5K is being recorded each month as an estimate for FY2021.

The payouts, excluding monthly annuity payments, made from the Plan for the Nine (9) months ended March 31, 2021 totaled **\$428K**. Monthly annuity payments (7 participants) total **\$1.0K** per month.

DESERT HEALTHCARE DISTRICT						
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE						
As of 03/31/21						
TWELVE MONTHS ENDED JUNE 30, 2021						
Grant ID Nos.	Name	Approved Grants - Prior Yrs	Current Yr 2020-2021	6/30/2020 Bal Fwd/New	Total Paid July-June	Open BALANCE
2014-MOU-BOD-11/21/13	Memo of Understanding CVAG CV Link Support	\$ 10,000,000		\$ 8,330,000	\$ -	\$ 8,330,000
2018-974-BOD-09-25-18	HARC - 2019 Coachella Valley Community Health Survey - 2 Yr	\$ 399,979		\$ 39,999	\$ 39,998	\$ -
2019-985-BOD-03-26-19	Coachella Valley Volunteers in Medicine - Primary Healthcare & Support Services - 1 Yr	\$ 121,500		\$ 12,150	\$ 12,150	\$ -
2019-986-BOD-05-28-19	Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr	\$ 200,000		\$ 20,000	\$ 20,000	\$ -
2019-997-BOD-05-28-19	Martha's Village & Kitchen - Homeless Housing With Wrap Around Services - 1 Yr	\$ 200,896		\$ 20,090	\$ 20,090	\$ -
2019-989-BOD-05-28-19	Pegasus Riding Academy - Cover the Hard Costs of Pegasus Clients - 1 Yr	\$ 109,534		\$ 10,954	\$ 10,954	\$ -
2019-994-BOD-05-28-19	One Future Coachella Valley - Mental Health College & Career Pathway Development - 2 Yr	\$ 700,000		\$ 385,000	\$ 236,250	\$ 148,750
2019-1000-BOD-05-28-19	Voices for Children - Court Appointed Special Advocate Program - 1 Yr	\$ 24,000		\$ 2,400	\$ 2,400	\$ -
2019-1017-BOD-09-24-19	Jewish Family Services - Case Management Services for Homeless Prevention - 1 Yr	\$ 90,000		\$ 9,000	\$ 8,855	\$ 145
	3 Unexpended funds Grant #1017					\$ (145)
2019-1023-BOD-10-22-19	CVRM - Transportation for Seniors & Homeless Hospital Discharge Referrals - 1 Yr	\$ 216,200		\$ 118,910	\$ 113,586	\$ 5,324
	3 Unexpended funds Grant #1023					\$ (5,324)
2019-1021-BOD-11-26-19	Neuro Vitality Center - Community Based Adult Services Program - 6 Months	\$ 143,787		\$ 79,083	\$ 50,323	\$ 28,760
	1 Unexpended funds Grant #1021					\$ (28,760)
2020-1045-BOD-03-24-20	FIND Food Bank - Ending Hunger Today, Tomorrow, and for a Lifetime - 1 Yr	\$ 401,380		\$ 311,069	\$ 270,933	\$ 40,136
2020-1129-BOD-05-26-20	Coachella Valley Volunteers In Medicine - Response to COVID-19	\$ 149,727		\$ 149,727	\$ 149,727	\$ -
2020-1085-BOD-05-26-20	Olive Crest Treatment Center - General Support for Mental Health Services	\$ 50,000		\$ 27,500	\$ 22,500	\$ 5,000
2020-1057-BOD-05-26-20	Desert Cancer Foundation - Patient Assistance Program	\$ 150,000		\$ 82,500	\$ 67,500	\$ 15,000
2020-1124-BOD-06-23-20	Regents of UCR - COVID-19 Testing & Health Education for Eastern Valley - 5 Months	\$ 149,976		\$ 149,976	\$ 149,976	\$ -
2020-1134-BOD-07-28-20	1 Desert Healthcare Foundation - Addressing Healthcare Needs of Black Communities		\$ 600,000	\$ 600,000	\$ 500,000	\$ 100,000
2020-1139-BOD-09-22-20	1 CSU San Bernardino Palm Desert Campus Street Medicine Program - 1 Yr		\$ 50,000	\$ 50,000	\$ 22,500	\$ 27,500
2020-1135-BOD-11-24-20	5 Hope Through Housing Foundation - Family Resilience - 1 Yr		\$ 20,000	\$ 20,000	\$ 9,000	\$ 11,000
2020-1149-BOD-12-15-20	1 Voices for Children - Court Appointed Special Advocate Program - 1 Yr		\$ 40,000	\$ 40,000	\$ 18,000	\$ 22,000
2021-1136-BOD-01-26-21	1 Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr		\$ 119,432	\$ 119,432	\$ 53,744	\$ 65,688
2021-1147-BOD-01-26-21	4 Alzheimer's Association - Critical Program Support - 1 Yr		\$ 33,264	\$ 33,264	\$ 14,969	\$ 18,295
2021-1162-BOD-01-26-21	2 Joslyn Center - Wellness Center Program Support - 1 Yr		\$ 109,130	\$ 109,130	\$ 49,108	\$ 60,022
2021-1170-BOD-02-23-21	2 Jewish Family Services - Mental Health Counseling for Underserved Residents - 1 yr		\$ 80,000	\$ 80,000	\$ 36,000	\$ 44,000
2021-BOD-02-23-21	5 COVID-19 Recovery Grants in Collaboration with Regional Access Project Foundation		\$ 100,000	\$ 100,000	\$ -	\$ 100,000
2021-1141-BOD-03-23-21	3 Martha's Village & Kitchen - Homeless Housing With Wrap Around Services - 1 Yr		\$ 210,905	\$ 210,905	\$ -	\$ 210,905
2021-1171-BOD-03-23-21	1 Blood Bank of San Bernardino and Riverside Counties - Bloodmobiles for Coachella Valley		\$ 150,000	\$ 150,000	\$ -	\$ 150,000
2021-1174-BOD-03-23-21	4 Mizell Center - Geriatric Case Management Program		\$ 100,000	\$ 100,000	\$ -	\$ 100,000
TOTAL GRANTS		\$ 13,106,979	\$ 1,612,731	\$ 11,361,089	\$ 1,878,563	\$ 9,448,296
Amts available/remaining for Grant/Programs - FY 2020-21:						
Amount budgeted 2020-2021			\$ 4,000,000		G/L Balance:	3/31/2021
Amount granted through March 31, 2021:			\$ (1,612,731)		2131	\$ 2,788,296
Mini Grants:	1132, 1163		\$ (10,000)		2281	\$ 6,660,000
Financial Audits of Non-Profits	8/15/20		\$ (5,000)			
Net adj - Grants not used:	1017, 1021, 1023		\$ 34,229		Total	\$ 9,448,296
Matching external grant contributions			\$ -			\$ (0)
Balance available for Grants/Programs			\$ 2,406,498			
Strategic Focus Areas FY20-21:						
		Grant Budget	Granted YTD	Available		
1	Healthcare Infrastructure and Services	\$ 1,500,000	\$ (930,672)	\$ 569,328		
2	Behavioral Health/Mental Health	\$ 500,000	\$ (189,130)	\$ 310,870		
3	Homelessness	\$ 500,000	\$ (210,436)	\$ 289,564		
4	Vital Human Services to People with Chronic Conditions	\$ 1,000,000	\$ (133,264)	\$ 866,736		
5	Economic Protection, Recovery and Food Security	\$ 500,000	\$ (130,000)	\$ 370,000		
	Balance available for Grants/Programs	\$ 4,000,000	\$ (1,593,502)	\$ 2,406,498		



DESERT HEALTHCARE
DISTRICT & FOUNDATION

Date: April 13, 2021
To: Finance & Administration Committee
Subject: LPMP Interior Fire Sprinkler system in Buildings 1, 2, & 3 West. Pre-public bid estimated cost of installation - \$250,000 - \$300,000

Staff Recommendation: Informational item on the LPMP Interior Fire Sprinkler system in Buildings 1, 2, & 3 West. Pre-public bid estimated cost of installation \$250,000-\$300,000.

Background:

- The District has been in process of installing the fire sprinkler system at the Las Palmas Medical Plaza.
- The exterior infrastructure was installed in 2019.
- The original plan was to install the interior fire sprinklers when each tenant renewed their lease or with a new tenant lease and include with the Tenant Improvement allowance.
- We have learned that most tenants desire the District to complete this work separate from their Tenant Improvements.
- To date, approximately \$13,000 square feet has been completed. Approximately 37,000 square feet remains.
- The individual suite installations are more costly (approximately \$12/sf), so performing a complete installation should create overall reduced cost (approximately \$6.75-\$8.00/sf).
- May 2020, the F&A Committee was provided and overview of the project.
- December 2020, the Committee authorized Chris Mills, Prest Vuksic Greenwood Architects, to develop plans and specifications for the project.
- Presently, the plans and specifications warrant a rough estimate of \$250,000-\$300,000 prior to the required public bidding process.
- Staff will continue working with Mr. Mills to complete the public bidding process.
- Staff anticipates presenting the public bid results to the Committee in May 2021.

Fiscal Impact:

Estimated Cost \$250,000-\$300,000. This is a capitalized expenditure. It will be accounted for on the Balance Sheet of the District and expensed as depreciation.

The FY2020-2021 budget included an estimate of \$210,000. During the budget preparation for the FY2021-2022, the estimate will be increased to reflect the estimated increase.



DESERT HEALTHCARE
DISTRICT & FOUNDATION

Date: April 13, 2021
To: Finance & Administration Committee
Subject: Consideration to approve a Property Management/Maintenance Agreement with INPRO-EMS Construction for property maintenance services for Las Palmas Medical Plaza – \$10,825 per month

Staff recommendation: Consideration to approve a Property Management - Maintenance Agreement with INPRO_EMS Construction for property maintenance services for Las Palmas Medical Plaza - \$10,825 per month

Background:

- INPRO-EMS Construction (INPRO) has been the onsite property maintenance company for the Las Palmas Medical Plaza since 2017.
- During the 4 years of service, INPRO has performed at a high level of service without an increase in compensation. Monthly compensation is presently \$10,117 per month.
- It is customary to consider periodic compensation increases.
- INPRO continues to maintain a positive working relationship with the LPMP tenants and District staff.
- Staff recommends compensation be increased to \$10,825 per month.
- Staff recommends approval of the draft management/maintenance agreement for the period May 1, 2021 – April 30, 2022.
- Draft management/maintenance agreement is attached for your review.

Fiscal Impact:

\$10,825 per month. The Las Palmas Medical Plaza FY21-22 annual budget will be adjusted to accommodate the increase.

NOTE: The property maintenance fees are passed on to the LPMP tenants through the CAM charges.

**LAS PALMAS MEDICAL PLAZA
PROPERTY MANAGEMENT/MAINTENANCE
AGREEMENT**

This Property Management/Maintenance Agreement (“Agreement”) is entered into by and between the Desert Healthcare District (“District”), a public agency organized and operating pursuant to California Health & Safety Code sections 32000 et seq., and INPRO-EMS Construction (“Manager”), as follows:

RECITALS

A. District is the owner of the Las Palmas Medical Plaza, located at 555 Tachevah, Palm Springs, California (“Las Palmas”).

B. Manager is in the business of providing professional property management and maintenance services for a variety of clients in the Palm Springs, California, area.

C. District would like to retain Manager to provide property management and maintenance services for Las Palmas in accordance with the Exhibit “A” Scope of Services and pursuant to the terms and conditions of this Agreement.

COVENANTS

1. Term of Agreement

This Agreement shall be for a period of one (1) year commencing on **May 1, 2021, and ending April 30, 2022** (“Term”). At the expiration of the Term, this Agreement, if not renewed in writing for an additional fixed period and if not terminated in writing by either party as provided in Section 2, shall remain in effect on a month-to-month basis not to exceed three (3) months (“Extended Term”).

2. Termination of Agreement

Either party may terminate this Agreement upon thirty (30) calendar days’ written notice to the other party. If the Agreement is terminated prior to the last day of the month, District will prorate the monthly compensation fee as described in Section 6, Compensation.

3. Personnel

Manager will employ daily on-site maintenance personnel in order to maintain the Scope of Services as described in Exhibit “A.” All such on-site maintenance personnel shall be employees of Manager and will be paid prevailing wages.

4. Licenses

Manager shall perform the services pursuant to this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California and consistent with all applicable laws. Manager represents that it, its employees and subcontractors have all licenses, permits, qualifications, and approvals of whatever nature that are legally required to perform the Scope of Services to comply

with public works projects, including the payment of prevailing wages and any required business licenses, and that such licenses and approvals shall be maintained throughout the term of this Agreement.

5. Insurance Requirements

Manager shall provide proof of commercial general liability insurance to the District in amounts and with policies, endorsements, and conditions required by the District for the Scope of Services. If Manager is an employer or otherwise hires one or more employees during the term of this Agreement, Manager shall also provide proof of workers' compensation coverage for such employees which meets all requirements of state law.

6. Compensation

Invoices shall be submitted to the District monthly in the amount of ~~\$10,117.00~~10,825.00. District shall review and pay such invoices in a timely manner. Manager shall not be reimbursed for any expenses unless authorized in writing by District.

At any time during the term of this Agreement, District may request that Manager perform Extra Work. As used herein, "Extra Work" means any work that is determined by District to be necessary, but for which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Manager shall not perform, nor be compensated for, Extra Work without written authorization from District.

7. Financial Responsibilities to Vendors

Manager will review, attach approved purchase order, if applicable, and approve each invoice and forward to District for direct payment. District shall review and pay such invoices in a timely manner.

8. Records Management

Manager shall maintain its standard comprehensive system of office records, books, accounts, and contracts, which shall belong to District. District and others designated by District shall have access to such records at all times.

9. Monthly Reports

On or before the last day of each month during the Term of this Agreement and any Extended Term, Manager shall deliver to District a monthly report including inspection reports, correspondence sent and/or received on behalf of the District, photos of extraordinary maintenance issues, and recommendations. If requested, Manager shall also provide proof of certified payroll records submitted to the Labor Commissioner in the Department of Industrial Relations in the State of California, pursuant to California Labor Code section 1720.

10. Waiver and Indemnification

Manager shall defend, indemnify and hold District, its officials, directors, officers, employees, agents, and volunteers free and harmless from any and all claims, demands, causes of action, expenses, liabilities, losses, damages, and injuries to property or persons, including

wrongful death, in any manner arising out of or incident to any alleged negligent acts, omissions or willful misconduct of Manager, its officials, officers, employees, agents, consultants, and contractors arising out of or in connection with the performance of the Services or this Agreement, including, without limitation, the payment of all consequential damages, attorneys fees, and other related costs and expenses.

11. Assignment or Transfer

Manager shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the District. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

12. Independent Contractor

District has retained Manager to provide management and maintenance services and Manager shall perform, such services as an independent contractor maintaining exclusive direction and control over its employees; and, no personnel utilized by Manager to perform such services are employees of the District.

DESERT HEALTHCARE DISTRICT:

INPRO:

Approved by:

Reviewed and Accepted by Management:

Leticia De Lara
President

Signature

Name

Date

Title

Date



DESERT HEALTHCARE
DISTRICT & FOUNDATION

Date: April 13, 2021
To: Finance & Administration Committee
Subject: District Office at the RAP offices – Conference Room Buildout update – Estimated costs to be approximately \$40,000

Staff Recommendation: District Office at the RAP offices – Conference Room Buildout update – Estimated costs not to exceed \$40,000

Background:

- The District presently leases a 1,000 square foot office space at the RAP offices.
- The suite includes a large section that can be converted to a conference room suitable for committee meetings and other District/Foundation meetings.
- At the March 2021 F&A Committee meeting, the Committee approved a Professional Services Authorization with Prest Vuksic Greenwood Architects to provide architectural and project management fees.
- It was preliminarily anticipated the cost of the conference room would be under \$25,000.
- The architect has since been working on developing an estimate. Although the estimate is not complete, the new anticipated cost is now estimated not to exceed \$40,000. However, the project still requires contractor quotes to be more accurate.
- Since the project is not on District owned property, a public bidding process is not required. However, prevailing wage labor must be incorporated into the cost of the project since public money is being used. 2-3 contractor quotes will be obtained.
- The Committee will be presented with the contractor quotes for consideration at the May 2021 Committee meeting.

Additional Information:

- The current lease of the RAP office is on an annual basis with the following language.

3.3 A one-year lease term for office G-100 will be effective May 1, 2021 to April 30, 2022. The Tenant can exercise the option to renew the lease annually for up to three (3) years at the same rate. The lease can be terminated by the Tenant with written notification within 60 days of the end of each twelve 12 months.

- The District could request the lease include annual renewal options of four (4) years, making it essentially a 5-year lease.
- The annual options will allow the District the flexibility to not exercise the annual renewals should it choose.
- The cost of the \$40,000 would be capitalized on the District's Balance Sheet and amortized over 5 years, creating an annual expense of \$8,000.

Conclusion:

- Staff would like to move forward with obtaining contractor quotes and to work with RAP's staff to draft a lease renewal as recommended above.

Fiscal Impact:

Estimated cost not to exceed \$40,000. We will have a better estimate after obtaining contractor quotes. The cost will be capitalized and amortized at \$8,000 per year on the District's income statement.