



DESERT HEALTHCARE DISTRICT
FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE
MEETING MINUTES
July 13, 2021

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

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Shorr called the meeting to order at 3:33 p.m.	
II. Approval of Agenda	Chair Shorr asked for a motion to approve the agenda.	Moved and seconded by President De Lara and Director Shorr to approve the agenda. Motion passed unanimously.
III. Public Comment	There was no public comment.	
IV. Approval of Minutes 1. F&A Minutes – Meeting June 08, 2021	Chair Shorr motioned to approve the June 08, 2021, minutes.	Moved and seconded by President De Lara and Director Zendle to approve the June 08, 2021, meeting minutes. Motion passed unanimously.
V. CEO Report	There was no CEO Report.	
VI. Chief Administration Officer's Report	Chris Christensen, CAO, explained that the preliminary audit is complete, and staff is now working on the year-end audit. Mr. Supple, the prior Board member that passed away, was grandfathered into the District's insurance premium, and the daughter of the surviving spouse inquired about continuing on the insurance plan, which is not an option. Mr. Christensen explained that the Las Palmas Medical Plaza lease vacant spaces will be presented later in the meeting.	



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<p>VII. Financial Reports</p> <ol style="list-style-type: none"> 1. District and LPMP Financial Statements 2. Accounts Receivable Aging Summary 3. District – Deposits 4. District – Property Tax Receipts 5. LPMP Deposits 6. District – Check Register 7. Credit Card – Detail of Expenditures 8. LPMP – Check Register 9. Retirement Protection Plan Update 10. Grant Payment Schedule 	<p>Chair Shorr and Chris Christensen, CAO, thoroughly reviewed the preliminary financials, answering questions of the committee related to the Profit & Loss Budget vs. Actual, A/R Aging Summary, Property Tax Receipts noting the comparison for the two fiscal years – \$7.1M last year and \$7.7M this year, Retirement Protection Plan, Grants Payment Schedule and highlighting the available grant balance for the upcoming Board meeting.</p>	<p>Moved and seconded by Director Zendle and President De Lara to approve the May 2021 District Financial Reports - Items 1-10 and to forward to the Board for approval. Motion passed unanimously.</p>
<p>VIII. Other Matters</p> <ol style="list-style-type: none"> 1. Las Palmas Medical Plaza – Interior Fire Sprinkler Installation – Bid Results & Authorization to Issue a Construction Agreement with INPRO-EMS Construction, not to exceed \$498,000 2. LPMP Lease Agreement – Suite 2W 207 – Desert Oasis Health Care – 3-Year Lease 	<p>Chris Christensen, CAO, provided an overview of the background, the public pre-bid conference earlier in the month for the interior fire sprinkler, the challenges obtaining the bids, and the subcontractors of the general contractor’s knowledge of the project.</p> <p>Chris Christensen, CAO, explained that Desert Oasis Healthcare Medical Group has been a longstanding tenant describing the 3-year lease at \$1.75 per square foot for the Tenant Improvement (TI) allowance of \$20 per square foot, more flexibility on the TI due to the pandemic material construction costs, consideration for an increased TI allowance, and deferral of</p>	<p>Moved and seconded by Director Zendle and President De Lara to approve the Las Palmas Medical Plaza – Interior Fire Sprinkler Installation – Bid Results & Authorization to Issue a Construction Agreement with INPRO-EMS Construction, not to exceed \$498,000 and to forward to the Board for approval. Motion passed unanimously.</p> <p>Moved and seconded by Director Zendle and President De Lara to approve the LPMP Lease Agreement – Suite 2W 207 – Desert Oasis Health Care – 3-Year Lease and to forward to the Board for approval. Motion passed unanimously.</p>



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<p>3. Lease Agreement – Suite 3W 101 – Global Premier Fertility – 5-Year Lease</p>	<p>the commencement date of rent payments.</p> <p>Chris Christensen, CAO, described the background of the lease agreement presented last month and the concerns with starting the lease payments in July 2022, which was unacceptable. Staff continued negotiating with the prospective tenant with Mr. Christensen explaining the March 1, 2022 lease payment start date, further describing the 5-year lease terms and \$24.15 per square foot for Tenant Improvements.</p>	<p>Moved and seconded by Director Zendle and President De Lara to approve the Lease Agreement – Suite 3W 101 – Global Premier Fertility – 5-Year Lease and to forward to the Board for approval. Motion passed unanimously.</p>
<p>IV. Adjournment</p>	<p>Director Shorr adjourned the meeting at 4:24 p.m.</p>	<p>Audio recording available on the website at http://dhcd.org/Agendas-and-Documents</p>

DocuSigned by:

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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