



DESERT HEALTHCARE DISTRICT
Finance, Legal, Administration, & Real Estate Committee
March 08, 2022

The Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 4:00 PM, Tuesday, March 08, 2022, via Zoom using the following link:
<https://us02web.zoom.us/j/84069079274?pwd=Y01UOEIDcEM5SnczYTMvNjdQRzZ0Q0T09>
Password: 403553

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 following dial in information:

Dial in #:(669) 900-6833 To Listen and Address the Board when called upon:
Webinar ID: 840 6907 9274
Password: 403553

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 Meeting Minutes – February 08, 2022 – Pg. 3-6

ACTION

V. CHIEF ADMINISTRATION OFFICER'S REPORT – Pg. 7

1. LPMP Leasing Update – Pg. 8

Information

VI. CEO REPORT

Information

VII. FINANCIAL REPORTS

ACTION

1. District and LPMP Financial Statements – Pg. 9-19
2. Accounts Receivable Aging Summary – Pg. 20
3. District - Deposits – Pg. 21
4. District - Property tax receipts – Pg. 22
5. LPMP – Deposits – Pg. 23-24
6. District – Check Register – Pg. 25
7. Credit Card – Detail of Expenditures – Pg. 26
LPMP – Check Register – Pg. 27
8. Retirement Protection Plan Update – Pg. 28
9. Grant Payment Schedule – Pg. 29

VIII. OTHER MATTERS

1. LPMP Property Maintenance- 1-Year Contract Extension – INPRO Construction – Pg. 30-36

ACTION



DESERT HEALTHCARE DISTRICT
Finance, Legal, Administration, & Real Estate Committee
March 08, 2022

IV. 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
February 08, 2022

Directors Present	District Staff Present	Absent
Chair/Treasurer Arthur Shorr President Karen Borja Director Les Zendle, MD	Conrado E. Bárzaga, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Eric Taylor, Accounting Manager Donna Craig, Chief Program Officer Alejandro Espinoza, Chief of Community Engagement 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 Borja agenda. Motion passed unanimously.
III. Public Comment	There was no public comment.	
IV. Approval of Minutes 1. F&A Minutes – Meeting January 11, 2022	Chair Shorr motioned to approve the January 11, 2022, minutes.	Moved and seconded by Director Zendle and President Borja to approve the January 11, 2022, meeting minutes. Motion passed unanimously.
V. Chief Administration Officer’s Report	Chris Christensen, CAO, explained at the January committee meeting the transition of Lund & Guttry, LLP to a new organization – Coachella Valley Accounting and Auditing that will be presented in Other Matters to approve the transition and letters of engagement. The Las Palmas Medical Plaza is 97.4% occupied with one vacant suite and the anticipation of 100% occupancy in the near future.	
VI. CEO Report	Conrado Bárzaga, CEO, explained that related to the Foundation, staff is working to finalize a contract with the	



DESERT HEALTHCARE DISTRICT
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	<p>Riverside County Health Systems (RUHS) on a \$90k allocation of additional funding for the Coachella Valley Equity Collaborative.</p>	
<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 reviewed the January 2022 financial reports with the committee. Chris Christensen, CAO, explained that the most recent property tax receipt is 8% higher than last year due to the increase in real estate value. Investment income is negative due to bond performance. Mr. Christensen provided an overview of the A/R Aging Summary describing the Sovereign account that is traditionally in arrears, but in the past few months, the account is one month ahead of the scheduled payments. Chair Shorr discussed the Check Register, Credit Card Expenditures, and Retirement Protection Plan with the committee. Mr. Christensen described the Grant Payment Schedule \$1.8M reserved/unused funding carried forward from last year for newly awarded grants. \$521k in grant funds has been awarded since January 31, 2022, reducing the \$1.8M of reserved grants, resulting in \$1.3M remaining unused grant funding. Therefore, with the remaining \$1.3M, and the \$4M budgeted for 2021-2022, \$5.3M is available for grant funding.</p>	<p>Moved and seconded by Director Zendle and President Borja to approve the January 2022 financials – items 1-10 and to forward to the Board for approval. Motion passed unanimously.</p>

**DESERT HEALTHCARE DISTRICT
FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE
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February 08, 2022**

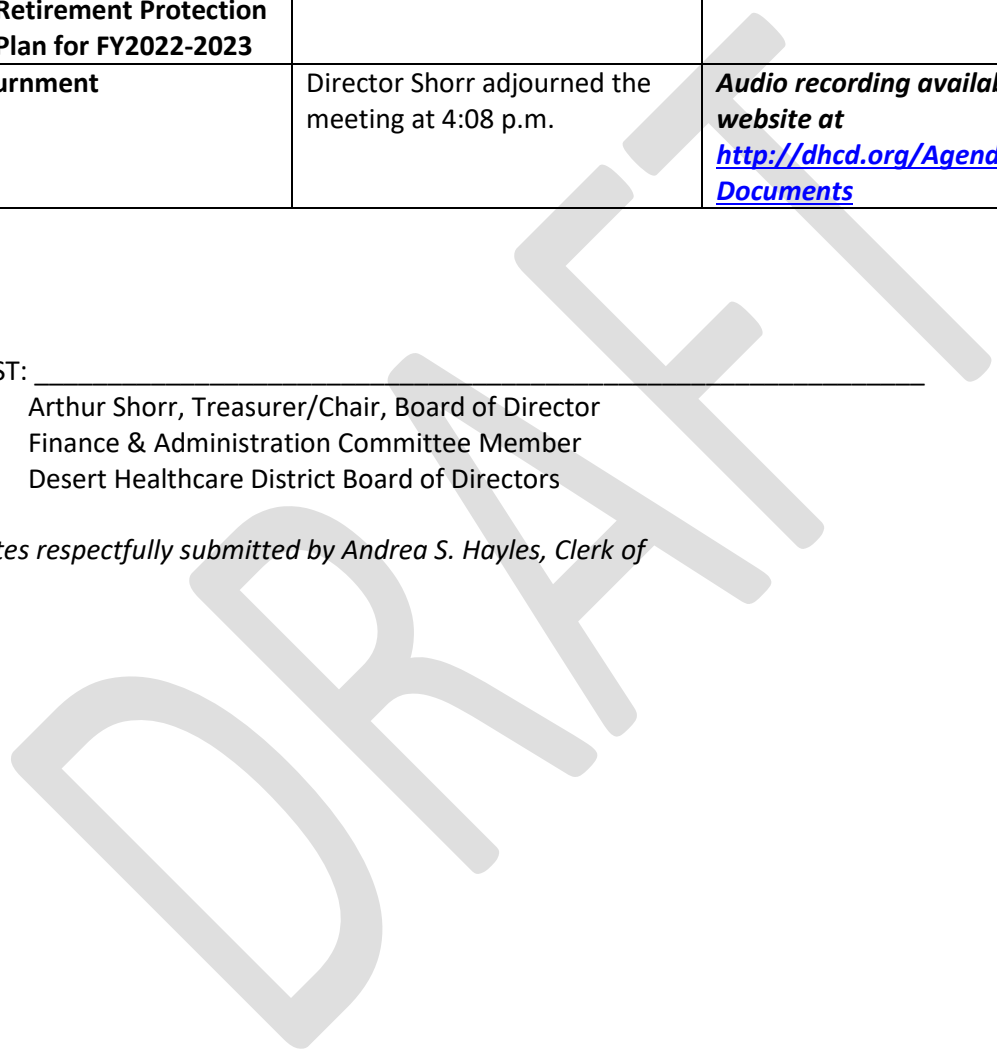
VIII. Other Matters		
<p>1. LPMP – Lease Extension Addendum #3 – Eyecare Services Partners Management LLP</p>	<p>Chris Christensen, CAO, described the 2018 lease renewal expiring in 2023 with two optional 5-year extensions continuing to 2028 with an addendum to extend the lease. There are no tenant improvement requests, but the district will pay the 4% broker commission absent of the tenant improvements that the committee would normally consider for approval. Mr. Christensen also explained a broker is used by Eyecare Services Partners Management, which is a substantially large national organization.</p>	<p>Moved and seconded by Director Zendle and President Borja to approve the LPMP – Lease Extension Addendum #3 – Eyecare Services Partners Management LLP and forward to the Board for approval. Motion passed unanimously.</p>
<p>2. Lund & Guttry, LLP, Certified Public Accountants – Disengagement Letter Effective Immediately – District, Foundation, and Retirement Protection Plan</p>	<p>Chris Christensen, CAO, explained that as the district’s financial auditors for the past 2 years, Lund & Guttry is splitting-off to Coachella Valley Accounting and Auditing. The staff at Lund & Guttry will transition to the new organization, including Mr. Gary Dack, CPA, Partner, who will eventually retire in a few years. Shannon Maidment, CPA, Partner, will also accompany Mr. Dack and the staff to Coachella Valley Accounting and Auditing.</p>	<p>Moved and seconded by Director Zendle and President Borja to approve and consent to the transition from Lund & Guttry, LLP, Certified Public Accountants to Coachella Valley Accounting and Auditing (CV A&A) – Effective February 1, 2022. Motion passed unanimously.</p>
<p>3. Consideration to approve and consent to the transition from Lund & Guttry, LLP, Certified Public Accountants to Coachella Valley Accounting and Auditing (CV A&A) – Effective February 1, 2022</p>	<p>In addition to the transition and disengagement letters to Coachella Valley Accounting and Auditing, Mr. Christensen</p>	<p>Moved and seconded by Director Zendle and President Borja to approve and consent to the Letters of Engagement with Coachella Valley Accounting and Auditing (CV A&A) for the District, Foundation, and Retirement Protection Plan for FY2022-2023. Motion passed unanimously.</p>
<p>4. Consideration to approve and consent</p>		

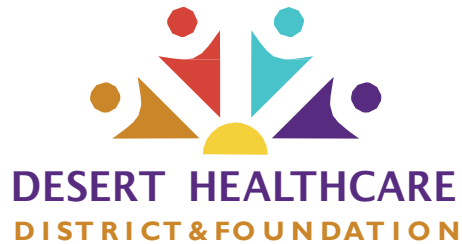
DESERT HEALTHCARE DISTRICT
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<p>to the Letters of Engagement with Coachella Valley Accounting and Auditing (CV A&A) for the District, Foundation, and Retirement Protection Plan for FY2022-2023</p>	<p>also provided details on the engagement letter.</p>	
<p>IV. Adjournment</p>	<p>Director Shorr adjourned the meeting at 4:08 p.m.</p>	<p>Audio recording available on the website at http://dhcd.org/Agendas-and-Documents</p>

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

Minutes respectfully submitted by Andrea S. Hayles, Clerk of





Chief Administration Officer's Report

March 08, 2022

LPMP – Fire Sprinkler Installation – fire sprinkler installation is progressing. The East side of the plaza is 80% complete. The West side is approximately 65% with estimated completion by end of March, assuming successful coordination with the tenants.

Las Palmas Medical Plaza - Property Management:

Occupancy:

See attached unit rental status report.

97.4% currently occupied –

Total annual rent including CAM fees is **\$1,383,081**.

Leasing Activity:

A LOI is expected soon on the remaining 1,280 sf suite. This will achieve 100% occupancy.

5 tenants will be negotiating lease extensions/renewals within the next few months.

Las Palmas Medical Plaza

Unit Rental Status

As of March 1, 2022

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		
1W, 204	Vacant					1,280	2.59%						
Total - Vacancies						1,280	2.59%						
Total Suites - 31 - 30 Suites Occupied		\$ 61,027.74				49,356	97.4%	\$ 82,225.05	\$ 986,700.60	\$ 1.71	\$ 33,031.68	\$ 115,256.73	\$ 1,383,080.76
			Summary - All Units										
			Occupied	48,076	97.4%								
			Vacant	1,280	2.6%								
			Pending	0	0%								
			Total	49,356	100%								

DESERT HEALTHCARE DISTRICT
FEBRUARY 2022 FINANCIAL STATEMENTS
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Year to Date Variance Analysis
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Cumulative Profit & Loss Budget vs Actual - District Including LPMP
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Deposit Detail - LPMP
Check Register - District
Credit Card Expenditures
Check Register - LPMP
Retirement Protection Plan Update
Grants Schedule

**DESERT HEALTHCARE DISTRICT
YEAR TO DATE VARIANCE ANALYSIS
ACTUAL VS BUDGET
EIGHT MONTHS ENDED FEBRUARY 28, 2022**

Scope: \$25,000 Variance per Statement of Operations Summary				
Account	YTD		Over(Under)	Explanation
	Actual	Budget	Budget	
	4000 - Income	\$ 3,909,354	\$ 3,856,802	
5000 - Direct Expenses	\$ 693,761	\$ 985,316	\$ (291,555)	Lower wage related expenses \$161k due to open positions; lower education expense \$53k; lower board expenses \$43k; lower health insurance expense \$22k; lower workers comp expense \$7k; lower retirement expense \$6k
6000-General & Admin Expense	\$ 317,352	\$ 382,896	\$ (65,544)	Lower depreciation expense \$41k; higher bank and investment fees expense \$26k; lower supplies expense \$10k; lower computer services expense \$10k; lower travel expense \$9k; lower personnel expense \$8k; lower staff mileage reimbursement expense \$5k; lower various \$9k
6500 - Professional Fees Expense	\$ 512,002	\$ 831,200	\$ (319,198)	Lower Professional Services expense \$168k; lower legal expense \$96k; lower PR/Communications expense \$55k
6600 - Mobile Medical Unit	\$ -	\$ 25,000	\$ (25,000)	Mobile Medical Unit delivery anticipated in July 2022
7000 - Grants Expense	\$ 16,193	\$ 2,706,664	\$ (2,690,471)	Budget of \$4 Million for fiscal year is amortized straight-line over 12-month fiscal year. As of February 28, 2022, there is \$4 million remaining in the fiscal year grant budget as well as \$1,209,758 from FY21.

Desert Healthcare District
Profit & Loss Budget vs. Actual
July 2021 through February 2022

	MONTH			TOTAL		
	Feb 22	Budget	\$ Over Budget	Jul '21 - Feb 22	Budget	\$ Over Budget
Income						
4000 · Income	8,600	8,615	(15)	3,909,354	3,856,802	52,552
4500 · LPMP Income	106,430	106,370	60	845,374	850,960	(5,586)
4501 · Miscellaneous Income	750	750	0	6,000	6,000	0
Total Income	115,780	115,735	45	4,760,728	4,713,762	46,966
Expense						
5000 · Direct Expenses	91,116	118,477	(27,361)	693,761	985,316	(291,555)
6000 · General & Administrative Exp	42,268	47,862	(5,594)	317,352	382,896	(65,544)
6325 · CEO Discretionary Fund	0	2,083	(2,083)	2,000	16,664	(14,664)
6445 · LPMP Expenses	100,919	85,772	15,147	677,202	686,176	(8,974)
6500 · Professional Fees Expense	159,005	103,900	55,105	512,002	831,200	(319,198)
6600 · Mobile Medical Unit	0	3,125	(3,125)	0	25,000	(25,000)
6700 · Trust Expenses	7,958	8,792	(834)	79,258	70,336	8,922
Total Expense Before Grants	401,266	370,011	31,255	2,281,572	2,997,602	(716,030)
7000 · Grants Expense	913	338,333	(337,420)	16,193	2,706,664	(2,690,471)
Net Income	(286,399)	(592,609)	306,210	2,462,963	(990,504)	3,453,467

Desert Healthcare District
Profit & Loss Budget vs. Actual
July 2021 through February 2022

	MONTH			TOTAL		
	Feb 22	Budget	\$ Over Budget	Jul '21 - Feb 22	Budget	\$ Over Budget
Income						
4000 · Income						
4010 · Property Tax Revenues	180,240	0	180,240	4,500,066	3,788,134	711,932
4200 · Interest Income						
4220 · Interest Income (FRF)	31,359	80,907	(49,548)	558,750	647,256	(88,506)
9999-1 · Unrealized gain(loss) on invest	(205,912)	(79,167)	(126,745)	(1,189,565)	(633,336)	(556,229)
Total 4200 · Interest Income	(174,553)	1,740	(176,293)	(630,815)	13,920	(644,735)
4300 · DHC Recoveries	2,000	1,875	125	15,636	14,748	888
4400 · Grant Income	913	5,000	(4,087)	24,467	40,000	(15,533)
Total 4000 · Income	8,600	8,615	(15)	3,909,354	3,856,802	52,552
4500 · LPMP Income	106,430	106,370	60	845,374	850,960	(5,586)
4501 · Miscellaneous Income	750	750	0	6,000	6,000	0
Total Income	115,780	115,735	45	4,760,728	4,713,762	46,966
Expense						
5000 · Direct Expenses						
5100 · Administration Expense						
5110 · Wages Expense	93,493	113,108	(19,615)	689,140	942,364	(253,224)
5111 · Allocation to LPMP - Payroll	(5,470)	(5,470)	0	(43,760)	(43,760)	0
5112 · Vacation/Sick/Holiday Expense	6,094	10,833	(4,739)	119,933	86,664	33,269
5114 · Allocation to Foundation	(30,500)	(31,823)	1,323	(216,539)	(254,584)	38,045
5115 · Allocation to NEOPB	(913)	(7,413)	6,500	(23,131)	(59,304)	36,173
5119 · Allocation-FED FUNDS/CVHIP-DHCF	(8,821)	(21,134)	12,313	(168,016)	(169,072)	1,056
5120 · Payroll Tax Expense	7,937	9,252	(1,315)	57,854	74,016	(16,162)
5130 · Health Insurance Expense						
5131 · Premiums Expense	15,830	17,658	(1,828)	133,443	141,264	(7,821)
5135 · Reimb./Co-Payments Expense	1,244	3,000	(1,756)	9,645	24,000	(14,355)
Total 5130 · Health Insurance Expense	17,074	20,658	(3,584)	143,088	165,264	(22,176)
5140 · Workers Comp. Expense	385	1,270	(885)	3,435	10,160	(6,725)
5145 · Retirement Plan Expense	7,693	8,994	(1,301)	66,065	71,952	(5,887)
5160 · Education Expense	1,064	7,250	(6,186)	4,658	58,000	(53,342)
Total 5100 · Administration Expense	88,036	105,525	(17,489)	632,727	881,700	(248,973)
5200 · Board Expenses						
5210 · Healthcare Benefits Expense	1,100	5,834	(4,734)	33,951	46,672	(12,721)
5230 · Meeting Expense	160	1,667	(1,507)	6,946	13,336	(6,390)
5235 · Director Stipend Expense	1,470	4,410	(2,940)	16,275	35,280	(19,005)
5240 · Catering Expense	350	833	(483)	3,862	6,664	(2,802)
5250 · Mileage Reimbursement Expense	0	208	(208)	0	1,664	(1,664)
Total 5200 · Board Expenses	3,080	12,952	(9,872)	61,034	103,616	(42,582)
Total 5000 · Direct Expenses	91,116	118,477	(27,361)	693,761	985,316	(291,555)

Desert Healthcare District
Profit & Loss Budget vs. Actual
July 2021 through February 2022

	MONTH			TOTAL		
	Feb 22	Budget	\$ Over Budget	Jul '21 - Feb 22	Budget	\$ Over Budget
6000 · General & Administrative Exp						
6110 · Payroll fees Expense	181	208	(27)	1,397	1,664	(267)
6120 · Bank and Investment Fees Exp	5,937	4,500	1,437	61,680	36,000	25,680
6125 · Depreciation Expense	1,033	6,167	(5,134)	8,110	49,336	(41,226)
6126 · Depreciation-Solar Parking lot	15,072	15,072	0	120,576	120,576	0
6130 · Dues and Membership Expense	9,953	3,737	6,216	30,259	29,896	363
6200 · Insurance Expense	2,855	2,667	188	23,140	21,336	1,804
6300 · Minor Equipment Expense	0	42	(42)	0	336	(336)
6305 · Auto Allowance & Mileage Exp	462	500	(38)	3,926	4,000	(74)
6306 · Staff- Auto Mileage reimb	0	625	(625)	247	5,000	(4,753)
6309 · Personnel Expense	0	1,167	(1,167)	1,524	9,336	(7,812)
6310 · Miscellaneous Expense	0	42	(42)	0	336	(336)
6311 · Cell Phone Expense	494	776	(282)	4,423	6,208	(1,785)
6312 · Wellness Park Expenses	0	83	(83)	0	664	(664)
6315 · Security Monitoring Expense	0	50	(50)	357	400	(43)
6340 · Postage Expense	100	417	(317)	1,264	3,336	(2,072)
6350 · Copier Rental/Fees Expense	377	500	(123)	3,152	4,000	(848)
6351 · Travel Expense	176	1,667	(1,491)	4,483	13,336	(8,853)
6352 · Meals & Entertainment Exp	595	875	(280)	5,256	7,000	(1,744)
6355 · Computer Services Expense	1,152	3,875	(2,723)	20,730	31,000	(10,270)
6360 · Supplies Expense	1,554	2,167	(613)	7,495	17,336	(9,841)
6380 · LAFCO Assessment Expense	182	208	(26)	1,456	1,664	(208)
6400 · East Valley Office	2,145	2,517	(372)	17,877	20,136	(2,259)
Total 6000 · General & Administrative Exp	42,268	47,862	(5,594)	317,352	382,896	(65,544)
6325 · CEO Discretionary Fund	0	2,083	(2,083)	2,000	16,664	(14,664)
6445 · LPMP Expenses	100,919	85,772	15,147	677,202	686,176	(8,974)
6500 · Professional Fees Expense						
6516 · Professional Services Expense	157,630	77,483	80,147	451,677	619,864	(168,187)
6520 · Annual Audit Fee Expense	1,375	1,375	0	11,000	11,000	0
6530 · PR/Communications/Website	0	8,042	(8,042)	9,061	64,336	(55,275)
6560 · Legal Expense	0	17,000	(17,000)	40,264	136,000	(95,736)
Total 6500 · Professional Fees Expense	159,005	103,900	55,105	512,002	831,200	(319,198)
6600 · Mobile Medical Unit	0	3,125	(3,125)	0	25,000	(25,000)
6700 · Trust Expenses						
6720 · Pension Plans Expense						
6721 · Legal Expense	0	167	(167)	2,075	1,336	739
6725 · RPP Pension Expense	7,500	7,500	0	60,000	60,000	0
6728 · Pension Audit Fee Expense	458	1,125	(667)	17,183	9,000	8,183
Total 6700 · Trust Expenses	7,958	8,792	(834)	79,258	70,336	8,922
Total Expense Before Grants	401,266	370,011	31,255	2,281,572	2,997,602	(716,030)
7000 · Grants Expense						
7010 · Major Grant Awards Expense	0	333,333	(333,333)	(8,274)	2,666,664	(2,674,938)
7027 · Grant Exp - CalFresh	913	5,000	(4,087)	24,467	40,000	(15,533)
Total 7000 · Grants Expense	913	338,333	(337,420)	16,193	2,706,664	(2,690,471)
Net Income	(286,399)	(592,609)	306,210	2,462,963	(990,504)	3,453,467

Las Palmas Medical Plaza
Profit & Loss Budget vs. Actual
July 2021 through February 2022

	MONTH			TOTAL		
	Feb 22	Budget	\$ Over Budget	Jul '21 - Feb 22	Budget	\$ Over Budget
Income						
4500 · LPMP Income						
4505 · Rental Income	75,855	75,162	693	599,674	601,296	(1,622)
4510 · CAM Income	30,575	31,125	(550)	245,700	249,000	(3,300)
4513 · Misc. Income	0	83	(83)	0	664	(664)
Total 4500 · LPMP Income	106,430	106,370	60	845,374	850,960	(5,586)
Expense						
6445 · LPMP Expenses						
6420 · Insurance Expense	3,114	2,917	197	24,912	23,336	1,576
6425 · Building - Depreciation Expense	19,986	21,462	(1,476)	163,158	171,696	(8,538)
6426 · Tenant Improvements -Dep Exp	17,033	16,667	366	136,264	133,336	2,928
6427 · HVAC Maintenance Expense	0	1,333	(1,333)	6,684	10,664	(3,980)
6428 · Roof Repairs Expense	0	208	(208)	0	1,664	(1,664)
6431 · Building -Interior Expense	0	833	(833)	0	6,664	(6,664)
6432 · Plumbing -Interior Expense	660	542	118	21,581	4,336	17,245
6433 · Plumbing -Exterior Expense	0	208	(208)	0	1,664	(1,664)
6434 · Allocation Internal Prop. Mgmt	5,470	5,470	0	43,760	43,760	0
6435 · Bank Charges	28	417	(389)	220	3,336	(3,116)
6437 · Utilities -Vacant Units Expense	72	183	(111)	4,259	1,464	2,795
6439 · Deferred Maintenance Repairs Ex	0	1,250	(1,250)	0	10,000	(10,000)
6440 · Professional Fees Expense	21,650	10,825	10,825	86,600	86,600	0
6441 · Legal Expense	0	83	(83)	0	664	(664)
6458 · Elevators - R & M Expense	3,614	1,000	2,614	9,544	8,000	1,544
6460 · Exterminating Service Expense	275	333	(58)	1,900	2,664	(764)
6463 · Landscaping Expense	0	1,000	(1,000)	7,294	8,000	(706)
6467 · Lighting Expense	0	500	(500)	0	4,000	(4,000)
6468 · General Maintenance Expense	0	83	(83)	0	664	(664)
6471 · Marketing-Advertising	8,345	1,000	7,345	15,740	8,000	7,740
6475 · Property Taxes Expense	6,250	6,250	0	50,000	50,000	0
6476 · Signage Expense	0	125	(125)	216	1,000	(784)
6480 · Rubbish Removal Medical Waste E	1,429	1,583	(154)	12,228	12,664	(436)
6481 · Rubbish Removal Expense	3,058	2,250	808	16,756	18,000	(1,244)
6482 · Utilities/Electricity/Exterior	542	625	(83)	4,813	5,000	(187)
6484 · Utilities - Water (Exterior)	671	625	46	7,211	5,000	2,211
6485 · Security Expenses	8,500	7,833	667	63,374	62,664	710
6490 · Miscellaneous Expense	222	167	55	688	1,336	(648)
6445 · LPMP Expenses	100,919	85,772	15,147	677,202	686,176	(8,974)
Net Income	5,511	20,598	(15,087)	168,172	164,784	3,388

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of February 28, 2022

			Feb 28, 22	Feb 28, 21
ASSETS				
Current Assets				
Checking/Savings				
		1000 · CHECKING CASH ACCOUNTS	1,805,791	1,041,706
		1100 · INVESTMENT ACCOUNTS	63,706,777	62,601,377
		Total Checking/Savings	65,512,568	63,643,083
		Total Accounts Receivable	29,819	19,078
Other Current Assets				
		1204.1 · Rent Receivable-Deferred COVID	116,540	176,451
		1270 · Prepaid Insurance -Ongoing	27,501	23,495
		1279 · Pre-Paid Fees	17,044	16,609
		1281 · CalFresh Receivable	16,337	17,097
		1295 · Property Tax Receivable	0	9,138
		Total Other Current Assets	177,422	242,790
		Total Current Assets	65,719,809	63,904,951
Fixed Assets				
		1300 · FIXED ASSETS	4,925,729	4,913,164
		1335-00 · ACC DEPR	(2,296,891)	(2,166,140)
		1400 · LPMP Assets	7,185,101	6,783,873
		Total Fixed Assets	9,813,939	9,530,897
Other Assets				
		1700 · OTHER ASSETS	3,935,220	2,909,152
TOTAL ASSETS			79,468,968	76,345,000

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of February 28, 2022

				Feb 28, 22	Feb 28, 21
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
			2000 - Accounts Payable	159,282	34,295
			2001 - LPMP Accounts Payable	15,051	41,963
			Total Accounts Payable	174,333	76,258
Other Current Liabilities					
			2002 - LPMP Property Taxes	12,616	(23,950)
			2003 - Prepaid Rents	11,048	0
			2131 - Grant Awards Payable	3,427,400	2,357,110
			2133 - Accrued Accounts Payable	139,550	222,886
			2141 - Accrued Vacation Time	74,515	77,636
			2188 - Current Portion - LTD	4,934	4,934
			2190 - Investment Fees Payable	9,625	22,500
			Total Other Current Liabilities	3,679,688	2,661,116
			Total Current Liabilities	3,854,021	2,737,374
Long Term Liabilities					
			2170 - RPP - Pension Liability	0	4,664,254
			2171 - RPP-Deferred Inflows-Resources	675,732	370,700
			2280 - Long-Term Disability	16,281	28,809
			2281 - Grants Payable - Long-term	4,990,000	6,660,000
			2286 - Retirement BOD Medical Liabilit	0	49,451
			2290 - LPMP Security Deposits	61,028	57,514
			Total Long Term Liabilities	5,743,041	11,830,728
			Total Liabilities	9,597,062	14,568,102
Equity					
			3900 - *Retained Earnings	67,408,928	59,913,158
			Net Income	2,462,963	1,863,739
			Total Equity	69,871,891	61,776,897
TOTAL LIABILITIES & EQUITY				79,468,968	76,345,000

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of February 28, 2022

			Feb 28, 22	Feb 28, 21
ASSETS				
Current Assets				
Checking/Savings				
1000 · CHECKING CASH ACCOUNTS				
		1010 · Union Bank - Checking	1,097,466	907,854
		1012 · Union Bank Operating - 9356	638,099	0
		1046 · Las Palmas Medical Plaza	69,726	133,352
		1047 · Petty Cash	500	500
		Total 1000 · CHECKING CASH ACCOUNTS	1,805,791	1,041,706
1100 · INVESTMENT ACCOUNTS				
		1130 · Facility Replacement Fund	64,156,354	59,665,206
		1135 · Unrealized Gain(Loss) FRF	(449,577)	2,936,171
		Total 1100 · INVESTMENT ACCOUNTS	63,706,777	62,601,377
		Total Checking/Savings	65,512,568	63,643,083
Accounts Receivable				
1201 · Accounts Receivable				
		1204 · LPMP Accounts Receivable	(9,892)	(11,946)
		1205 · Misc. Accounts Receivable	528	0
		1211 · A-R Foundation - Exp Allocation	39,183	31,024
		Total Accounts Receivable	29,819	19,078
Other Current Assets				
		1204.1 · Rent Receivable-Deferred COVID	116,540	176,451
		1270 · Prepaid Insurance -Ongoing	27,501	23,495
		1279 · Pre-Paid Fees	17,044	16,609
		1281 · CalFresh Receivable	16,337	17,097
		1295 · Property Tax Receivable	0	9,138
		Total Other Current Assets	177,422	242,790
		Total Current Assets	65,719,809	63,904,951
Fixed Assets				
1300 · FIXED ASSETS				
		1310 · Computer Equipment	91,275	94,034
		1315 · Computer Software	0	68,770
		1320 · Furniture and Fixtures	33,254	33,254
		1321 · Autos	59,500	0
		1322 · Tenant Improvement - RAP #G100	24,594	0
		1325 · Offsite Improvements	300,849	300,849
		1331 · DRMC - Parking lot	4,416,257	4,416,257

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of February 28, 2022

		Feb 28, 22	Feb 28, 21
	Total 1300 · FIXED ASSETS	4,925,729	4,913,164
	1335-00 · ACC DEPR		
	1335 · Accumulated Depreciation	(215,373)	(219,266)
	1336 · Acc. Software Depreciation	0	(68,770)
	1337 · Accum Deprec- Solar Parking Lot	(1,899,243)	(1,718,379)
	1338 · Accum Deprec - LPMP Parking Lot	(182,275)	(159,725)
	Total 1335-00 · ACC DEPR	(2,296,891)	(2,166,140)
	1400 · LPMP Assets		
	1401 · Building	8,705,680	8,705,680
	1402 · Land	2,165,300	2,165,300
	1403 · Tenant Improvements -New	2,250,926	2,187,796
	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	877,933	192,404
	1406 · Building Improvements - Other	1,582,543	1,559,534
	Total 1406 · Building Improvements	3,136,960	2,428,422
	1407 · Building Equipment Improvements	423,000	375,185
	1409 · Accumulated Depreciation		
	1410 · Accum. Depreciation	(7,792,047)	(7,566,053)
	1412 · T I Accumulated Dep.-New	(1,834,268)	(1,642,007)
	Total 1409 · Accumulated Depreciation	(9,626,315)	(9,208,060)
	Total 1400 · LPMP Assets	7,185,101	6,783,873
	Total Fixed Assets	9,813,939	9,530,897
	Other Assets		
	1700 · OTHER ASSETS		
	1731 · Wellness Park	1,693,800	1,693,800
	1740 · RPP-Deferred Outflows-Resources	494,388	1,204,238
	1741 · OPEB-Deferrred Outflows-Resourc	0	11,114
	1742 · RPP - Net Pension Asset	1,747,032	0
	Total Other Assets	3,935,220	2,909,152
	TOTAL ASSETS	79,468,968	76,345,000

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of February 28, 2022

			Feb 28, 22	Feb 28, 21
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
		2000 - Accounts Payable	159,282	34,295
		2001 - LPMP Accounts Payable	15,051	41,963
		Total Accounts Payable	174,333	76,258
Other Current Liabilities				
		2002 - LPMP Property Taxes	12,616	(23,950)
		2003 - Prepaid Rents	11,048	0
		2131 - Grant Awards Payable	3,427,400	2,357,110
		2133 - Accrued Accounts Payable	139,550	222,886
		2141 - Accrued Vacation Time	74,515	77,636
		2188 - Current Portion - LTD	4,934	4,934
		2190 - Investment Fees Payable	9,625	22,500
		Total Other Current Liabilities	3,679,688	2,661,116
		Total Current Liabilities	3,854,021	2,737,374
Long Term Liabilities				
		2170 - RPP - Pension Liability	0	4,664,254
		2171 - RPP-Deferred Inflows-Resources	675,732	370,700
		2280 - Long-Term Disability	16,281	28,809
		2281 - Grants Payable - Long-term	4,990,000	6,660,000
		2286 - Retirement BOD Medical Liabilit	0	49,451
		2290 - LPMP Security Deposits	61,028	57,514
		Total Long Term Liabilities	5,743,041	11,830,728
		Total Liabilities	9,597,062	14,568,102
Equity				
		3900 - *Retained Earnings	67,408,928	59,913,158
		Net Income	2,462,963	1,863,739
		Total Equity	69,871,891	61,776,897
TOTAL LIABILITIES & EQUITY			79,468,968	76,345,000

Desert Healthcare District
A/R Aging Summary
As of February 28, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	COMMENT
Calif. State University, San Bernardino-	0	0	0	528	0	528	
Desert Healthcare Foundation-	39,183	0	0	0	0	39,183	Due from Foundation
Hassan Bencheqroun, M.D.	0	2,771	0	0	0	2,771	Slow pay
Laboratory Corporation of America	0	0	(1,933)	0	0	(1,933)	Prepaid
Quest Diagnostics Incorporated	0	(4,067)	(357)	0	0	(4,424)	Prepaid
Ramy Awad, M.D.	0	71	0	0	0	71	Slow pay
Sovereign	0	(750)	0	0	0	(750)	Prepaid
Steven Gundry, M.D.	(5,625)	0	0	0	0	(5,625)	Prepaid
TOTAL	33,558	(1,975)	(2,290)	528	0	29,821	

Desert Healthcare District
Deposit Detail
February 2022

Type	Date	Name	Amount
Deposit	02/02/2022		2,000
		T-Mobile	(2,000)
TOTAL			(2,000)
Deposit	02/09/2022		750
Payment	02/09/2022	Sovereign	(750)
TOTAL			(750)
Deposit	02/09/2022		73,639
		Riverside County Treasurer - Property Tax	(6)
		Riverside County Treasurer - Property Tax	(73,634)
TOTAL			(73,640)
Deposit	02/17/2022		51,456
		Riverside County Treasurer - Property Tax	(50,717)
		Riverside County Treasurer - Property Tax	(739)
TOTAL			(51,456)
Deposit	02/23/2022		206,224
Payment	02/23/2022	Desert Healthcare Foundation-	(206,224)
TOTAL			(206,224)
Deposit	02/28/2022		55,294
		California Chamber of Commerce	(149)
		Riverside County Treasurer - Property Tax	(55,144)
TOTAL			(55,293)
		TOTAL	389,363

DESERT HEALTHCARE DISTRICT										
PROPERTY TAX RECEIPTS FY 2021 - 2022										
RECEIPTS - EIGHT MONTHS ENDED FEBRUARY 28, 2022										
	FY 2020-2021 Projected/Actual					FY 2021-2022 Projected/Actual				
	Budget %	Budget \$	Act %	Actual Receipts	Variance	Receipts %	Receipts \$	Act %	Actual Receipts	Variance
July	2.5%	\$ 154,934	0.0%	\$ -	\$ (154,934)	2.5%	\$ 182,825	2.2%	\$ 162,345	\$ (20,480)
Aug	1.6%	\$ 99,158	1.9%	\$ 149,547	\$ 50,390	1.6%	\$ 117,008	0.2%	\$ 11,529	\$ (105,479)
Sep	2.6%	\$ 161,131	0.0%	\$ -	\$ (161,131)	0.0%	\$ -	0.0%	\$ -	\$ -
Oct	0.0%	\$ -	2.1%	\$ 162,968	\$ 162,968	2.6%	\$ 190,138	0.0%	\$ 130	\$ (190,008)
Nov	0.4%	\$ 24,789	0.0%	\$ -	\$ (24,789)	0.4%	\$ 29,252	2.5%	\$ 181,286	\$ 152,034
Dec	16.9%	\$ 1,047,354	16.4%	\$ 1,279,429	\$ 232,075	16.9%	\$ 1,235,897	18.3%	\$ 1,337,681	\$ 101,784
Jan	31.9%	\$ 1,976,959	33.4%	\$ 2,596,795	\$ 619,836	31.9%	\$ 2,332,847	37.8%	\$ 2,763,324	\$ 430,477
Feb	0.0%	\$ -	1.2%	\$ 94,294	\$ 94,294	0.0%	\$ -	2.5%	\$ 180,240	\$ 180,240
Mar	0.3%	\$ 18,592	0.2%	\$ 18,789	\$ 196	0.3%	\$ 21,939	0.0%		
Apr	5.5%	\$ 340,855	5.4%	\$ 422,690	\$ 81,835	5.5%	\$ 402,215	0.0%		
May	19.9%	\$ 1,233,275	18.1%	\$ 1,411,155	\$ 177,880	19.9%	\$ 1,455,287	0.0%		
June	18.4%	\$ 1,140,315	21.2%	\$ 1,647,263	\$ 506,948	18.4%	\$ 1,345,592	0.0%		
Total	100%	\$ 6,197,363	100.0%	\$ 7,782,929	\$ 1,585,566	100.00%	\$ 7,313,000	63.4%	\$ 4,636,534	\$ 548,567

**Las Palmas Medical Plaza
Deposit Detail - LPMP
February 2022**

Type	Date	Name	Amount
Deposit	02/02/2022		11,265
		Arthritis & Rheumatic Care Clinic, Inc	(1,927)
		Arthritis & Rheumatic Care Clinic, Inc	(1,927)
Payment	02/02/2022	EyeCare Services Partners Management LLC	(7,410)
TOTAL			(11,264)
Deposit	02/07/2022		14,645
Payment	02/04/2022	Cure Cardiovascular Consultants	(3,205)
Payment	02/04/2022	Aijaz Hashmi, M.D., Inc.	(3,037)
Payment	02/04/2022	Brad A. Wolfson, M.D.	(3,701)
Payment	02/04/2022	Cohen Musch Thomas Medical Group	(4,703)
TOTAL			(14,646)
Deposit	02/09/2022		9,231
Payment	02/09/2022	Peter Jamieson, M.D.	(3,338)
Payment	02/09/2022	Ramy Awad, M.D.	(3,423)
Payment	02/09/2022	Pathway Pharmaceuticals, Inc.	(2,471)
TOTAL			(9,232)
Deposit	02/10/2022		6,277
Payment	02/10/2022	Derakhsh Fozouni, M.D.	(6,277)
TOTAL			(6,277)
Deposit	02/11/2022		3,835
Payment	02/11/2022	Desert Family Medical Center	(3,835)
TOTAL			(3,835)
Deposit	02/14/2022		7,051
Payment	02/14/2022	Palmtree Clinical Research	(7,051)
TOTAL			(7,051)

**Las Palmas Medical Plaza
Deposit Detail - LPMP
February 2022**

Type	Date	Name	Amount
Deposit	02/15/2022		45,741
Payment	02/15/2022	Tenet HealthSystem Desert, Inc.	(33,683)
Payment	02/15/2022	Tenet HealthSystem Desert, Inc	(6,369)
Payment	02/15/2022	Desert Regional Medical Center	(5,690)
TOTAL			(45,742)
Deposit	02/24/2022		4,067
Payment	02/24/2022	Quest Diagnostics Incorporated	(4,067)
TOTAL			(4,067)
Deposit	02/28/2022		5,625
Payment	02/28/2022	Steven Gundry, M.D.	(5,625)
TOTAL			(5,625)
		TOTAL	107,737

Desert Healthcare District
Check Register
As of February 28, 2022

Type	Date	Num	Name	Amount
1000 - CHECKING CASH ACCOUNTS				
1010 - Union Bank - Checking				
Liability Check	02/04/2022		QuickBooks Payroll Service	(49,315)
Check	02/07/2022	Auto Pay	Calif. Public Employees'Retirement System	(13,156)
Liability Check	02/18/2022		QuickBooks Payroll Service	(49,533)
Check	02/25/2022		Bank Service Charge	(942)
Total 1010 - Union Bank - Checking				(112,946)
1012 - Union Bank Operating - 9356				
Bill Pmt -Check	02/02/2022	1000	Erica Huskey - Medical Premium Reimbursement	(12,792)
Bill Pmt -Check	02/02/2022	1001	Evelt PerezGil - Medical Premium Reimbursement & Stipend	(4,497)
Bill Pmt -Check	02/02/2022	1002	Image Source	(81)
Bill Pmt -Check	02/02/2022	1003	So.Cal Computer Shop	(1,655)
Bill Pmt -Check	02/02/2022	1004	The Desert Sun	(966)
Bill Pmt -Check	02/07/2022	1005	First Bankcard (Union Bank)	(2,275)
Bill Pmt -Check	02/07/2022	1006	Lund & Guttry LLP	(750)
Bill Pmt -Check	02/07/2022	1007	Rogers, Carole - Stipend	(525)
Bill Pmt -Check	02/07/2022	1008	Staples Credit Plan	(1,284)
Bill Pmt -Check	02/07/2022	1009	First Bankcard (Union Bank)	(1,856)
Bill Pmt -Check	02/09/2022	1011	State Compensation Insurance Fund	(385)
Bill Pmt -Check	02/09/2022	1012	Xerox Financial Services	(377)
Bill Pmt -Check	02/09/2022	1013	Mangus Accountancy Group, A.P.C.	(500)
Bill Pmt -Check	02/09/2022	1014	Time Warner Cable	(250)
Bill Pmt -Check	02/15/2022	1015	Grantmakers In Health	(3,250)
Bill Pmt -Check	02/15/2022	1016	Principal Life Insurance Co.	(1,964)
Bill Pmt -Check	02/15/2022	1017	Purchase Power	(100)
Bill Pmt -Check	02/15/2022	1018	Regional Access Project Foundation	(145)
Bill Pmt -Check	02/15/2022	1019	Vision To Learn - Grant Payment	(22,500)
Bill Pmt -Check	02/22/2022	1020	Calif. State University, San Bernardino - Grant Payment	(24,325)
Bill Pmt -Check	02/22/2022	1021	CoPower Employers' Benefits Alliance	(1,809)
Bill Pmt -Check	02/22/2022	1022	PolicyMap, Inc.	(5,006)
Bill Pmt -Check	02/22/2022	1023	Regents of the University of CA, Riverside - Grant Payment	(51,081)
Bill Pmt -Check	02/22/2022	1024	Regional Access Project Foundation	(2,000)
Total 1012 - Union Bank Operating - 9356				(140,373)
TOTAL				(253,319)

**Las Palmas Medical Plaza
Check Register - LPMP
As of February 28, 2022**

Type	Date	Num	Name	Amount
1000 - CHECKING CASH ACCOUNTS				
1046 - Las Palmas Medical Plaza				
Bill Pmt -Check	02/02/2022	10495	Imperial Security	(2,125)
Bill Pmt -Check	02/02/2022	10496	Stericycle, Inc.	(1,296)
Bill Pmt -Check	02/02/2022	10497	INPRO-EMS Construction	(62,415)
Bill Pmt -Check	02/07/2022	10498	Coldwell Banker Commercial Lyle & Assoc.	(475)
Bill Pmt -Check	02/07/2022	10499	Frazier Pest Control, Inc.	(275)
Bill Pmt -Check	02/07/2022	10500	INPRO-EMS Construction	(10,825)
Bill Pmt -Check	02/09/2022	10501	Palm Springs Disposal Services Inc	(3,058)
Bill Pmt -Check	02/09/2022	10502	Imperial Security	(4,250)
Bill Pmt -Check	02/09/2022	10503	Southern California Edison	(617)
Check	02/14/2022		Bank Service Charge	(429)
Bill Pmt -Check	02/15/2022	10504	Amtech Elevator Services	(3,381)
Bill Pmt -Check	02/15/2022	10505	Frontier Communications	(233)
Bill Pmt -Check	02/15/2022	10506	Locks Around The Clock	(222)
Bill Pmt -Check	02/22/2022	10507	Coldwell Banker Commercial Lyle & Assoc.	(475)
Bill Pmt -Check	02/22/2022	10508	Global Premier Fertility LLC	(660)
Bill Pmt -Check	02/22/2022	10509	Imperial Security	(2,125)
Bill Pmt -Check	02/22/2022	10510	Coldwell Banker Commercial Lyle & Assoc.	(1,877)
Bill Pmt -Check	02/22/2022	10511	Coldwell Banker Commercial Lyle & Assoc.	(5,518)
TOTAL				(100,256)



MEMORANDUM

DATE: March 08, 2022

TO: F&A Committee

RE: Retirement Protection Plan (RPP)

Current number of participants in Plan:

	<u>January</u>	<u>February</u>
Active – still employed by hospital	87	87
Vested – no longer employed by hospital	55	54
Former employees receiving annuity	<u>7</u>	<u>7</u>
Total	<u>149</u>	<u>148</u>

The outstanding liability for the RPP is approximately **\$3.5M** (Actives - \$2.2M and Vested - \$1.3M). US Bank investment account balance \$5.3M. Per the June 30, 2021, Actuarial Valuation, the RPP has an Overfunded Pension Asset of approximately **\$1.8M**.

The payouts, excluding monthly annuity payments, made from the Plan for the eight (8) months ended February 28, 2022, totaled **\$148K**. Monthly annuity payments (7 participants) total **\$1.0K** per month.

DESERT HEALTHCARE DISTRICT								
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE								
February 28, 2022								
TWELVE MONTHS ENDING JUNE 30, 2022								
Grant ID Nos.	Name	Approved Grants - Prior Yrs	6/30/2021 Bal Fwd	Current Yr 2021-2022	Total Paid Prior Yrs July-June	Total Paid Current Yr July-June	Open BALANCE	
2014-MOU-BOD-11/21/13	Memo of Understanding CVAG CV Link Support	\$ 10,000,000	\$ 6,660,000		\$ -		\$ 6,660,000	
2019-994-BOD-05-28-19	One Future Coachella Valley - Mental Health College & Career Pathway Development - 2 Yr	\$ 700,000	\$ 148,750		\$ 148,750		\$ -	
2020-1085-BOD-05-26-20	Olive Crest Treatment Center - General Support for Mental Health Services - 1 Yr	\$ 50,000	\$ 5,000		\$ 5,000		\$ -	
2020-1057-BOD-05-26-20	Desert Cancer Foundation - Patient Assistance Program - 1 Yr	\$ 150,000	\$ 15,000		\$ 15,000		\$ -	
2020-1139-BOD-09-22-20	CSU San Bernardino Palm Desert Campus Street Medicine Program - 1 Yr	\$ 50,000	\$ 5,000		\$ (528)		\$ 5,528	
	Unexpended funds Grant #1139						\$ (5,528)	
2020-1135-BOD-11-24-20	Hope Through Housing Foundation - Family Resilience - 1 Yr	\$ 20,000	\$ 2,000		\$ -		\$ 2,000	
2020-1149-BOD-12-15-20	Voices for Children - Court Appointed Special Advocate Program - 1 Yr	\$ 40,000	\$ 22,000		\$ 22,000		\$ -	
2021-1136-BOD-01-26-21	Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr	\$ 119,432	\$ 65,688		\$ 53,744		\$ 11,944	
2021-1147-BOD-01-26-21	Alzheimer's Association - Critical Program Support - 1 Yr	\$ 33,264	\$ 18,295		\$ 14,969		\$ 3,326	
2021-1162-BOD-01-26-21	Joslyn Center - Wellness Center Program Support - 1 Yr	\$ 109,130	\$ 60,022		\$ 49,108		\$ 10,914	
2021-1170-BOD-02-23-21	Jewish Family Services - Mental Health Counseling for Underserved Residents - 1 yr	\$ 80,000	\$ 44,000		\$ 36,000		\$ 8,000	
2021-1141-BOD-03-23-21	Martha's Village & Kitchen - Homeless Housing With Wrap Around Services - 1 Yr	\$ 210,905	\$ 115,998		\$ 94,907		\$ 21,091	
2021-1171-BOD-03-23-21	Blood Bank of San Bernardino/Riverside Counties - Bloodmobiles for Coachella Valley - 18 Months	\$ 150,000	\$ 82,500		\$ 67,500		\$ 15,000	
2021-1174-BOD-03-23-21	Mizell Center - Geriatric Case Management Program	\$ 100,000	\$ 55,000		\$ 45,000		\$ 10,000	
2021-1266-BOD-04-27-21	Galilee Center - Our Lady of Guadalupe Shelter - 1 yr	\$ 150,000	\$ 82,500		\$ 67,500		\$ 15,000	
2021-1277-BOD-04-27-21	Lift To Rise - United Lift Rental Assistance 2021 - 8 Months	\$ 300,000	\$ 210,000		\$ 180,000		\$ 30,000	
2021-1280-BOD-05-25-21	Desert AIDS Project - DAP Health Expands Access to Healthcare - 1yr	\$ 100,000	\$ 55,000		\$ 45,000		\$ 10,000	
2021-21-02-BOD-06-22-21	Carry over of remaining Fiscal Year 2020/2021 Funds*	\$ 1,854,873	\$ 1,854,873		\$ 645,115		\$ 1,209,758	
2021-1296-BOD-11-23-21	Coachella Valley Volunteers In Medicine - Improving Access to Healthcare Services - 1 Yr			\$ 154,094		\$ 69,342	\$ 84,752	
2021-1289-BOD-12-21-21	Desert Cancer Foundation - Patient Assistance Program - 1 Yr			\$ 150,000		\$ 67,500	\$ 82,500	
2022-1301-BOD-01-25-22	UCR Regents - Community Based Interventions to Mitigate Psychological Trauma - 1 Yr			\$ 113,514		\$ 51,081	\$ 62,433	
2022-1302-BOD-01-25-22	Vision To Learn - Palm Springs, Desert Sands, and Coachella Valley School Districts 1 Yr			\$ 50,000		\$ 22,500	\$ 27,500	
2022-1303-BOD-01-25-22	CSU San Bernardino Palm Desert Campus Street Medicine Program - 1 Yr			\$ 54,056		\$ 24,325	\$ 29,731	
2022-1306-BOD-02-22-22	Olive Crest Treatment Center - General Support for Mental Health Services - 1 Yr			\$ 123,451		\$ -	\$ 123,451	
							\$ -	
TOTAL GRANTS		\$ 14,217,604	\$ 9,501,626	\$ 645,115	\$ 1,489,065	\$ 234,748	\$ 8,417,400	
Amts available/remaining for Grant/Programs - FY 2021-22:								
Amount budgeted 2021-2022			\$ 4,000,000				G/L Balance:	2/28/2022
Amount granted through February 28, 2022:			\$ (645,115)				2131	\$ 3,427,400
Mini Grants:	1293; 1294		\$ (10,000)				2281	\$ 4,990,000
Financial Audits of Non-Profits			\$ -					
Net adj - Grants not used:	FY20-21 Funds, 1124, 1139		\$ 1,873,147				Total	\$ 8,417,400
Matching external grant contributions			\$ -					\$ (0)
Balance available for Grants/Programs			\$ 5,218,032					

* Value listed in Total Paid column reflects funds granted from carryover funds. Actual grant payments will be reflected under the respective grant.



DESERT HEALTHCARE
DISTRICT & FOUNDATION

Date: March 8, 2022
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 – \$11,150 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 - \$11,150 per month

Background:

- INPRO-EMS Construction (INPRO) has been the onsite property maintenance company for the Las Palmas Medical Plaza (LPMP) since 2017.
- INPRO continues to maintain a positive working relationship with the LPMP tenants and District staff.
- INPRO frequently responds to maintenance issues outside of the scope of work, often times at no extra cost.
- Staff recommends a 3% increase to \$11,150 per month.
- Staff recommends approval of the draft management/maintenance agreement for the period May 1, 2022 – April 30, 2023.
- Draft management/maintenance agreement is attached for your review.

Fiscal Impact:

\$11,150 per month. The Las Palmas Medical Plaza FY22-23 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, 2022, and ending April 30, 2023 (“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 \$11,150.00. 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:

Conrado Barzaga
CEO

Signature

Name

Date

Title

Date

**Las Palmas Medical Plaza
Maintenance Checklist**

Daily

Inspect:

- Wrought Iron railings
- Gates, trash enclosures, entry
- Walkways
- Pavers
- Planter Boxes & Archways
- Ornamental water fountains (2)
- Drainage grates
- Windows
- Bird netting
- Lighting systems
- Common area restrooms
- Storage room/onsite office in 3 East building
- Elevators & elevator mechanical room
- Utility Rooms
- Corridors & parking lot - Hanging light fixtures, lamp posts, lights
- Lighting in planter boxes

Other Daily Tasks:

- Inspect & replace missing buttons in parking lot
- Inspect and broom clean parking lot & trash enclosures
- General landscaping trimming
- Cleanup of common areas
- Minor irrigation maintenance
- Small plant replacement
- Irrigation control clocks maintenance
- Restroom cleaning
- Common area trash cleaning

**Las Palmas Medical Plaza
Maintenance Checklist**

Weekly

Inspect:

- Stucco
- Doors
- Windows
- Other surfaces

Other Weekly Tasks:

- Maintenance of healing garden at Wellness Park

Monthly

Tasks:

- Repair worn/damaged stucco
- Inspect roof tiles
- Remove debris from all parapets
- Clean out roof drains
- Inspect condensation lines for leaks

Quarterly

Tasks:

- Clean all 37 storm drains
- Wash & Clean all exterior windows (both floors)
- Pressure wash corridors, walkways, and stairwells
- Clean & refurbish/repair missing/damaged ornamental light fixtures in corridors. Ensure fixtures are properly connected
- Pressure jetting of common area restrooms (4)
- Pressure jetting main plumbing lines

**Las Palmas Medical Plaza
Maintenance Checklist**

Semi-Annually

Tasks:

- Pressure wash or sweep entire parking lot

Annually

Paint all exterior wood work, such as:

- Doors
- Windows
- Balconies
- Railings
- Beams
- Posts

Tasks:

- Paint parking lot lamp posts
- Pressure jet roof drains

As Needed

Repair:

- Wrought Iron railings
- Walkways - loose or cracked areas
- Pavers - loose or cracked areas
- Planter Boxes & Archways - repair loose or cracked bricks
- Ornamental water fountains (2) - loose or broken tiles
- Drainage grates
- Windows - repair broken or cracked glass
- Bird netting
- Storm drains

Other Tasks:

- Repair/replace broken/loose roof tiles
- Repaint curbs and all parking striping marks
- Plant replacements at healing garden at Wellness Park