



**DESERT HEALTHCARE FOUNDATION**  
**Finance, Legal, Administration, & Real Estate Committee Meeting**  
**July 9, 2019**

**A meeting of the Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare Foundation will be held at 3:00 PM Tuesday, July 9, 2019, in the conference room on the 2<sup>nd</sup> floor of the Jerry Stergios Building, 1140 N. Indian Canyon Drive, Palm Springs, California.**

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**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. Minutes – Meeting June 11, 2019 - Pg. 2

**V. CEO REPORT**

**VI. FINANCIAL REPORT**

1. Financial Statements – Pg. 3-7
2. Deposits – Pg. 8
3. Check Register – Pg. 9
4. Credit Card Expenditures – Pg. 10
5. General Grants Schedule – Pg. 11

**ACTION**

**VII. OTHER MATTERS**

1. Consideration to Approve - Ready Set Swim FY19 – 20 Budget - Pg. 12-16
2. Consideration to Approve – Transfer Foundation Operating bank account from Pacific Premier to Union Bank – Pg. 17

**ACTION  
ACTION**

**VIII. 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](mailto:ahayles@dhcd.org) or call (760) 323-6110 at least 24 hours prior to the meeting.*



**DESERT HEALTHCARE FOUNDATION**  
**FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE**  
**MEETING MINUTES**  
**June 11, 2019**

<b>Directors Present</b>	<b>District Staff Present</b>	<b>Absent</b>
Chair/Treasurer Mark Matthews Vice-President Leticia De Lara Director Arthur Shorr	Chris Christensen, Interim CEO & CFO Stephen Huyck, Accounting Manager Andrea S. Hayles, Clerk to the Board	

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>I. Call to Order</b>	Chair Matthews called the meeting to order at 4:47 p.m.	
<b>II. Approval of Agenda</b>	Chair Matthews asked for a motion to approve the agenda.	<b>It was moved and seconded (Director Shorr, Vice-President De Lara) to approve the agenda. Motion passed unanimously.</b>
<b>III. Public Comment</b>	No public comment.	
<b>IV. Approval of Minutes</b> <b>1. Minutes – Meeting May 14, 2019</b>	Chair Matthews asked for a motion to approve the minutes of the May 14, 2019 F&A Committee meeting.	<b>It was moved and seconded (Director Shorr, Vice-President De Lara) to approve the agenda. Motion passed unanimously.</b>
<b>V. CEO Report</b>	No report was provided.	
<b>VI. Financial Reports</b> <b>1. Financial Statements</b> <b>2. Deposits</b> <b>3. Check Register</b> <b>4. Credit Card Expenditures</b> <b>5. General Grants Schedule</b>	Chris Christensen, Interim CEO, reviewed and explained the financials with the committee.	<b>It was moved and seconded (Vice-President De Lara, Director Shorr) to approve the May 2019 Foundation Financial Reports – items 1-5 and forward to the Board for approval. Motion passed unanimously.</b>
<b>VII. Other Matters</b>	None	
<b>VIII. Adjournment</b>	Chair Matthews adjourned the meeting at 4:52 p.m.	<b>Audio recording available on the website at <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></b>

ATTEST: \_\_\_\_\_  
 Mark Matthews, Chair/ Treasurer Finance & Administration Committee  
 Desert Healthcare Foundation Board of Directors

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

DESERT HEALTHCARE FOUNDATION					
JUNE 2019 FINANCIAL STATEMENTS					
INDEX					
Preliminary					
Statement of Operations					
Balance sheet					
Allocation of Restricted Funds					
Deposit Detail					
Check Register					
Credit Card Expenditures					
Schedule of Grants					

**Desert Healthcare Foundation**  
**Profit & Loss Budget vs. Actual**  
July 2018 through June 2019

Preliminary	MONTH			TOTAL		
	Jun 19	Budget	\$ Over Budget	Jul '18 - Jun 19	Budget	\$ Over Budget
<b>Income</b>						
4000 • Gifts and Contributions	11,501	100,000	(88,499)	30,748	205,000	(174,252)
4003 • Grants	1,000,000	-	1,000,000	1,136,000	250,000	886,000
4007 • Grant Income - RSS Jr	-	-	-	63,192	-	63,192
4116 • Bequests - Frederick Lowe	-	7,083	(7,083)	66,996	85,000	(18,004)
4130 • Misc. Income	-	83	(83)	-	1,000	(1,000)
8015 • Investment Interest Income	14,089	5,417	8,673	115,058	65,000	50,058
8030 • Change in Value of CRT's	-	6,000	(6,000)	-	6,000	(6,000)
8040 • Restr. Unrealized Gain/(Loss)	151,985	833	151,151	386,648	10,000	376,648
<b>Total Income</b>	<b>1,177,575</b>	<b>119,417</b>	<b>1,058,158</b>	<b>1,798,642</b>	<b>622,000</b>	<b>1,176,642</b>
<b>Expense</b>						
5001 • Accounting Services Expense	647	628	19	7,762	7,534	228
5035 • Dues & Memberships Expense	-	83	(83)	5,091	1,000	4,091
5057 • Investment Fees Expense	2,035	3,600	(1,565)	33,982	23,200	10,782
5065 • Legal Costs Ongoing Expense	-	83	(83)	-	1,000	(1,000)
5100 • Office Supplies Expense	-	-	-	136	-	136
5101 • DHCD-Exp Alloc Wages& benefits	17,668	17,668	(0)	212,016	212,020	(4)
5106 • Marketing & Communications	421	4,167	(3,746)	4,093	50,000	(45,907)
5110 • Other Expenses	65	125	(60)	3,092	1,500	1,592
5115 • Postage & Shipping Expense	-	8	(8)	-	100	(100)
5120 • Professional Fees Expense	-	250	(250)	-	1,000	(1,000)
5210 • RSS Jr - Overhead Allocation	(866)	-	(866)	(19,514)	-	(19,514)
8051 • Major grant expense	-	18,250	(18,250)	1,465	219,000	(217,535)
8052 • Grant Expense - Collective/Mini	1,000,000	26,667	973,333	1,211,000	320,000	891,000
8053 • Grant Expense - RSS Jr	-	-	-	63,192	-	63,192
<b>Total Expense Before Social Services Fund</b>	<b>1,019,969</b>	<b>71,529</b>	<b>948,439</b>	<b>1,522,316</b>	<b>836,354</b>	<b>685,962</b>
5054 • Social Services Fund	-	2,083	(2,083)	36,000	25,000	11,000
<b>Net Income</b>	<b>157,606</b>	<b>45,804</b>	<b>111,803</b>	<b>240,327</b>	<b>(239,354)</b>	<b>479,681</b>



**Desert Healthcare Foundation**  
**Balance Sheet**  
As of June 30, 2019

Preliminary				Jun 30, 19
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
100 · CASH				
146 · Checking - Pacific Premier 6718				799,189
149 · Money Market - Pacific Premier				1,943
150 · Petty Cash				200
155 · Summer Homeless Survival Fund				9,101
Total Checking/Savings				810,432
Accounts Receivable - DHCD Homelessness Initiative				1,000,000
Other Current Assets				
476-486 · INVESTMENTS				
477 · Morgan Stanley-Investments				
477.2 · Unrealized Gain/(Loss)				97,342
477 · Morgan Stanley-Investments - Other				3,883,987
Total 477 · Morgan Stanley-Investments				3,981,329
486 · Merrill Lynch				
486.1 · Merrill Lynch Unrealized Gain				382,414
486 · Merrill Lynch - Other				1,643,348
Total 486 · Merrill Lynch				2,025,762
Total 476-486 · INVESTMENTS				6,007,091
500 · CONTRIBUTIONS -RCVB -CRTS				
515 · Contrib RCVB-Pressler CRT				66,389
530 · Contrib RCVB-Guerts CRT				122,540
Total 500 · CONTRIBUTIONS -RCVB -CRTS				188,929
601 · Prepaid Payables				3,500
Total Other Current Assets				6,199,520
Total Current Assets				8,009,953
Other Assets				
460 · Investments - Point Center Fin				
461 · Reserve - Point Center - Loan				(25,015)
460 · Investments - Point Center Fin - Other				25,015
Total Other Assets				-
<b>TOTAL ASSETS</b>				<b>8,009,953</b>

**Desert Healthcare Foundation**  
**Balance Sheet**  
As of June 30, 2019

<b>Preliminary</b>				<b>Jun 30, 19</b>
<b>LIABILITIES &amp; EQUITY</b>				
	<b>Liabilities</b>			
	<b>Current Liabilities</b>			
	Accounts Payable			456
	Other Current Liabilities			
	2190 · Current - Grants payable			4,289,949
	<b>Total Current Liabilities</b>			<b>4,290,405</b>
	<b>Long Term Liabilities</b>			
	2186 · Grants payable			1,200,000
	<b>Total Liabilities</b>			<b>5,490,405</b>
	<b>Equity</b>			
	3900 · Retained Earnings			2,279,221
	Net Income			240,327
	<b>Total Equity</b>			<b>2,519,548</b>
	<b>TOTAL LIABILITIES &amp; EQUITY</b>			<b>8,009,953</b>

DESERT HEALTHCARE FOUNDATION					
BALANCE SHEET 6/30/19					
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES					
Preliminary					
		T/B	GENERAL	Restricted	
			Fund	Funds	Trusts
<b>ASSETS</b>					
	146 · Checking Pacific Premier 6718	799,189	4,143	795,046	
	149 · Money Market Pacific Premier Bank	1,943	1,943		
	150 · Petty Cash	200	200		
	155 · Summer Homeless Survival Fund	9,101	-	9,101	
	<b>Total 100 · CASH - UNRESTRICTED</b>	<b>810,432</b>	<b>6,285</b>	<b>804,147</b>	<b>-</b>
Accounts Receivable					
	315 · A/C Rec- Homeless Initiative	1,000,000		1,000,000	
	<b>Total Accounts Receivable</b>	<b>1,000,000</b>	<b>-</b>	<b>1,000,000</b>	<b>-</b>
477 · Invt-Morgan Stanley					
	477.2 · Unrealized Gain	97,342	97,342		
	477 · Invt-Morgan Stanley	3,883,987	198,185	3,685,802	
	<b>Total 477 · Invt-Morgan Stanley</b>	<b>3,981,329</b>	<b>295,527</b>	<b>3,685,802</b>	
6441	486.1 · Merrill Lynch Unrealized Gain	382,414	382,414		
	486 · Merrill Lynch	1,643,348	1,643,348		
	<b>Total 486 · Merrill Lynch</b>	<b>2,025,762</b>	<b>2,025,762</b>	<b>-</b>	
	515 · Contrib RCVB-Pressler CRT	66,389			66,389
	530 · Contrib RCVB-Guerts CRT	122,540			122,540
	601 · Prepaid payables	3,500	3,500		
	<b>Total Current Assets</b>	<b>8,009,953</b>	<b>2,331,075</b>	<b>5,489,949</b>	<b>188,929</b>
	<b>TOTAL ASSETS</b>	<b>8,009,953</b>	<b>2,331,075</b>	<b>5,489,949</b>	<b>188,929</b>
<b>LIABILITIES &amp; EQUITY</b>					
<b>Liabilities</b>					
Current Liabilities					
Accounts Payable					
	1000 · Accounts Payable	456	456		
	1052 · Account Payable - DHCD - Alloc Expenses	-	-		
	2190 · Grants Payable - Current Portion	4,289,949		4,289,949	
	<b>Total Current Liabilities</b>	<b>4,290,405</b>	<b>456</b>	<b>4,289,949</b>	<b>-</b>
	2186 · Grant Payable - Long Term	1,200,000		1,200,000	
	<b>Total Liabilities</b>	<b>5,490,405</b>	<b>456</b>	<b>5,489,949</b>	<b>-</b>
<b>Equity</b>					
	3900 · Retained Earnings	2,279,221	2,090,292		188,929
	Net Income	240,327	240,327		
	<b>Total Equity</b>	<b>2,519,548</b>	<b>2,330,619</b>	<b>-</b>	<b>188,929</b>
	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>8,009,953</b>	<b>2,331,075</b>	<b>5,489,949</b>	<b>188,929</b>



**Desert Healthcare Foundation**  
**Deposit Detail**  
June 2019

Preliminary	Type	Date	Name	Account	Amount
	Deposit	06/26/2019		155 · Summer Homeless Survival Fund	8,000
			PayPal (Online Donations)	4000 · Gifts and Contributions	(8,000)
	TOTAL				(8,000)
	Deposit	06/28/2019		146 · Checking - Pacific Premier 6718	2,500
	Payment	06/28/2019	Kay Hazen - Wellness Park	1499 · Undeposited Funds	(2,500)
	TOTAL				(2,500)
	Deposit	06/28/2019		149 · Money Market - Pacific Premier	1
				8015 · Investment Interest Income	(1)
	TOTAL				(1)
	Deposit	06/28/2019		155 · Summer Homeless Survival Fund	1,001
			Misc. (Donation made by check)	4000 · Gifts and Contributions	(500)
			Misc. (Donation made by check)	4000 · Gifts and Contributions	(200)
			Misc. (Donation made by check)	4000 · Gifts and Contributions	(150)
			Misc. (Donation made by check)	4000 · Gifts and Contributions	(100)
			Misc. (Donation made by check)	4000 · Gifts and Contributions	(51)
	TOTAL				(1,001)
				Total Deposits	11,502



**Desert Healthcare Foundation**  
**Check Register**  
June 2019

Preliminary					
Type	Date	Num	Name	Amount	
<b>100 · CASH</b>					
<b>146 · Checking - Pacific Premier 6718</b>					
Bill Pmt -Check	06/04/2019	11009	Meghan Kane-	(47)	
Bill Pmt -Check	06/11/2019	11010	Moss, Levy & Hartzheim LLP	(3,000)	
Bill Pmt -Check	06/11/2019	11011	David A. Lee Photography	(400)	
Bill Pmt -Check	06/18/2019	11012	Cardmember Services	(21)	
Bill Pmt -Check	06/18/2019	11013	EVALCORP	(14,800)	
Bill Pmt -Check	06/18/2019	11014	Palms to Pines Printing	(763)	
Bill Pmt -Check	06/20/2019	11015	Vanessa Smith	(57)	
Bill Pmt -Check	06/25/2019	11016	Desert Healthcare District - VOID	-	
Bill Pmt -Check	06/25/2019	11017	Desert Healthcare District	(96,069)	
Bill Pmt -Check	06/25/2019	11018	Galilee Center	(33,750)	
Bill Pmt -Check	06/25/2019	11019	Vanessa Smith	(38)	
<b>TOTAL</b>				<b>(148,945)</b>	

[illegible]

DESERT HEALTHCARE FOUNDATION								
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE								
June 30, 2019								
TWELVE MONTHS ENDED JUNE 30, 2019								
A/C 2190 and A/C 2186-Long term			6/30/2018	New Grants	Total Paid	6/30/2019		
Grant ID Nos.	Name		Open	Current Yr	July-June	Open		
			BALANCE	2018-2019		BALANCE		
	Mayor's Check recorded - \$100K HP		\$ 46,106		\$ (28,792)	\$ 74,898	100 HP-cvHIP	
	Mayor's Check recorded - \$100K HP		\$ 100,000		\$ -	\$ 100,000	100 HP - cvHIP	
BOD - 7/25/17 (#937)	*West Valley Homelessness Initiative - Matching Grant		\$ 1,382,000		\$ 253,288	\$ 1,128,712	Homelessness	
BOD - 9/26/17- RSS	RSS Funds-From Investment Funds for additional 4th year		\$ 53,904		\$ 94	\$ 53,810	RSS	
TCE Grant 01/31/18	Cal Endowment - Community & Health Policy Analysts 12/1/17- 11/30/18		\$ 189,375		\$ 124,557	\$ 64,817	TCE	
BOD - 04/24/18	Behavioral Health Initiative Collective Fund		\$ 2,000,000		\$ 14,800	\$ 1,985,200	Behavioral Health	
BOD - 06/26/18 BOD	Avery Trust Funds-Committed to Pulmonary services		\$ 1,000,000			\$ 1,000,000		
BOD - 10/23/18 BOD	RSS Grant from Desert Healthcare District			\$ 136,000	\$ 94,739	\$ 41,261		
BOD - 5/28/19 BOD (#993)	Galilee Center - Emergency Services			\$ 75,000	\$ 33,750	\$ 41,250		
BOD - 6/25/19 BOD (#1006)	DHCD - Homelessness Initiative Collective Fund			\$ 1,000,000	\$ -	\$ 1,000,000		
<b>TOTAL GRANTS</b>			<b>\$ 4,771,385</b>	<b>\$ 1,211,000</b>	<b>\$ 492,436</b>	<b>\$ 5,489,949</b>		
<b>Summary: As of 6/30/19</b>			\$ 217,292		A/C 2190	\$ 4,289,949		
Health Portal (CVHIP):	\$ 174,898		\$ 200,000		A/C 2186	\$ 1,200,000		
Swim	\$ 53,810		\$ 417,292		Total	\$ 5,489,949		
Swim (funded by DHCD 10.25.18)	\$ 41,261		\$ 4,354,093		Diff	\$ -		
West Valley Homelessness Initiative	\$ 2,128,712							
Cal Endowment-Analysts	\$ 64,817							
Behavioral Health Initiative Collective Fund	\$ 1,985,200							
Avery Trust - Pulmonary Services	\$ 1,000,000							
Galilee Center - Emergency Services	\$ 41,250							
<b>Total</b>	<b>\$ 5,489,949</b>							
<i>* West Valley Homelessness Initiative - COMMITTED FUNDS \$1,927,863 (BALANCE \$1,072,137)</i>								
<b>Amts available/remaining for Grant/Programs - FY 2018-19:</b>			<b>FY17 Grant Budget</b>					
Amount budgeted 2018-2019		\$ 539,000		\$ 219,000				
Amount granted year to date		\$ (1,211,000)		\$ 320,000				
Mini Grants:								
Net adj - Grants not used:								
<b>Balance available for Grants/Programs</b>		<b>\$ (672,000)</b>						



Date: July 9, 2019  
To: Finance and Administration Committee  
Subject: Ready Set Swim Program Budget FY 2019-2020

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**Staff Recommendation:**

Consideration to approve the proposed Ready, Set, Swim program budget for FY 2019-2020

**Background:**

- The Ready, Set, Swim (RSS) program since its inception in the 2014/2015 school year has established itself as a model, award-winning program that combines physical activity and nutrition education. The program has taught well over 3,000 Palm Springs Unified School District third-grade students how to swim and interactive nutrition education classes.
- The program has been previously funded by the collective fund established by funds from the Palm Springs Mayors Race and the Desert Healthcare District totaling approximately \$500k. Approximately \$65k remains unexpended.
- At the April 23 Board of Directors meeting, the Board directed staff to develop a program and budget to expand the swim program across the entire expanded district for FY 2019-2020. Preliminary estimated cost of the program was \$300-\$400k.
- Staff has worked diligently to work with its partners, Desert Recreation District and Boys and Girls Club of Palm Springs, to create the program.
- The Desert Recreation District proposed program budget includes the expansion of the program into the Coachella Valley Unified School District (10) and Desert Sands Unified School District schools (14), along with the continuation of the program in the Palm Springs Unified School District (14).
- The Boys and Girls Club of Palm Springs budget includes increased staffing to support all program activities, along with increased fees associated to the pool facility.
- The DHCD internal budget includes staffing along with key programmatic supplies and the pool facility rental fees.
- The attached budgets will allow the swim program to continue for the next school year.
- Since \$65k remains from the prior funds, the District will need to provide grant funding to the Foundation for approximately \$200,000 and will be brought to Program Committee.
- Staff recommends approval of the budgets as presented.



**Fiscal Impact:**

Desert Healthcare District Internal Budget:	\$ 67,788
Boys and Girls Club of Palm Springs Budget:	\$ 37,310
Desert Recreation District Budget:	\$160,725

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The combined total program budget:	\$265,823
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\$65,000 from remaining unexpended funds

\$200,000 from a new grant from the Desert Healthcare District

# Desert Healthcare District

## Ready, Set, Swim 2019/2020 Program Budget

Desert Healthcare District Ready, Set, Swim Budget: 2019/2020				
		<u>Salary Allocation</u>		
				FTE
<u>Expense Categories</u>		Vanessa's Salary:	57,000	0.25
		Alejandro's Salary:	101,843	0.05
		Stephen's Salary:	66,040	0.02
Salary Allocation	27,688	Benefit O/H:	34%	
Mileage	7,000	Total:	\$ 27,688	
Supplies	7,500			
Snacks/Towels/Pool Supplies/Misc	7,000	<u>Mileage</u>		
Pool Rental Fees	13,000			
Insurance	600	IRS Reimb Rate:	0.58	per mile
Promotional/Marketing	5,000	Est. # of miles/mo.	1,341	
<b>Total Estimated Costs</b>	<b>\$ 67,788</b>	Teaching months:	9	
		Total:	\$ 7,000	
		<u>Supplies</u>		
		Ex: ink, paper, pens, folders, paper, clipboards, etc.		
		Total:	\$ 7,500	
		<u>Snacks/Towels/Pool Supplies/Misc</u>		
		Ex. Cuties, apples, cheese, pool toys, kickboards, misc pool supplies		
		Snacks	\$ 5,000	
		Pool Supplies	\$ 2,000	
		Total:	\$ 7,000	
		<u>Pool Rental Fees</u>		
		Palm Springs & DHS	\$ 13,000	
		<u>Insurance</u>		
		Borrego & Palm Springs	\$ 600	
		<u>Promotional/Marketing</u>		
		Polos, Facebook ads	\$ 5,000	

**Boys and Girls Club of Palm Springs**  
**Ready, Set, Swim 2019/2020 Program Budget**

Boys and Girls Club of Palm Springs Ready, Set, Swim Budget: 2019/2020			
This budget is based off the the membership fees as DHD desired but with the additional staffing needs of the Club.			
MEMBERSHIP			
Palm Springs Membership 6 months			
# youth	# schools	\$ per membership	Total
48	4	15	3000
Cathedral City Membership 1 month			
# youth	# schools	\$ per membership	Total
48	5	5	1200
MEMBERSHIP			\$ 4,200.00
STAFFING COST *			
Number of Staff	Estimated # of Hours	\$ per hour	Total
3	286	20	\$ 17,160.00
Additional hiring expense would be \$20 per background check, \$60 per drug screening and onboarding process per new employee. **			
STAFFING TOTAL			\$ 17,160.00
FACILITY RENTAL FEE			
	# of days	\$ per day	Total
	72	125	\$ 9,000.00
Shocking of the swimming pool - \$100 per time			\$ 500.00
Towels & Laundry Soap (50 towels @ \$7 = \$350 Laundry Soap \$100)			\$ 450.00
Gas Bill (this is for 5 months of the program to offset the expense)			\$ 6,000.00
Total			\$ 37,310.00
* Based off of National BGCA guidelines for staff to child ratio			
** All inclusive of this expense			

**Desert Recreation District**  
**Ready, Set, Swim 2019/2020 Program Budget**

	Palm Springs Schools	Cathedral City Schools	Desert Hot Springs Schools	Totals	Hourly Rate	Expense Total
Number of Schools	4	5	5	14		
Activity Days (8 per school)	32	40	40	112		
1- Aquatic Specialist (3hrs/day)	117	117	120	354	27.23	\$ 9,639.42
1- Pool Manager (4hrs/day)	225	226.25	237.5	688.8	21.5	\$ 14,808.13
2-Recreation Leader for DHS	0	0	400	400	16.37	\$ 6,548.00
4- Lifeguards/Swim Instructors (4hrs/day)	798	798	840	2436	20	\$ 48,720.00
Program Logistics  1. <i>Classes not to exceed 48 students to support our 1/6 staff to student ratio.</i> 2. One swim crew that will perform the program in the fall through early spring in PS. and the later part of the school year will be in DHS * This will help with staffing challenges (DRD) and weather conditions. 3. <i>The hours have been based on swim schedule and PSUSD calendar, hourly rate has been updated.</i> a. This includes 1 hour transportaion in total per person each day - b. This included the 30 min buffer both before and after class as per this years program. 4. Projected start date will be <i>Monday Sewptember 09, 2019 and will go to the end of May.</i> 5. RHUS will still perform the nutrition classes in Palm Springs and our team will do 4 nutrition classes in DHS. ( DRD extrastaff included above) 6. 1000 schoarships for swim lessons will be issued to third grade students enrolled at CVUSD & DSUSD . Student will be able to select					<b>Staffing Total</b>	<b>\$ 79,715.55</b>
					30% Benefits	\$ 23,914.66
					<b>Sub Total</b>	<b>\$ 103,630.21</b>
					Staff Uniforms	\$ 667.18
					Cell Phone	\$ 240.00
					Mileage	\$ 2,800.00
					Materials & Supplies	\$ 250.00
					Lifeguard Course	\$ 1,500.00
					<b>Program Exp Sub Total</b>	<b>\$ 5,457.18</b>
					30% Indirect Cost	\$ 1,637.15
					<b>Sub Total</b>	<b>\$ 7,094.33</b>
					500 CVUSD Scholarships	\$ 25,000.00
					500 DSUSD Scholarships	\$ 25,000.00
					<b>Sub Total</b>	<b>\$ 50,000.00</b>
Facilities Fees will be paid directly via the DHCD.						
Boys and Girls club Fees will be paid by DHCD					<b>Total</b>	<b>\$ 160,724.54</b>





Date: July 9, 2019  
To: Finance and Administration Committee  
Subject: Transfer Banks for the Foundation's Operating Account

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**Staff Recommendation:**

Consideration to approve changing banks for the Foundation's operating account

**Background:**

- The Desert Healthcare Foundation has held its operating bank account with Pacific Premier Bank for several years.
- The District and Las Palmas Medical Plaza operating accounts are held with Union Bank.
- Staff has experienced better and more efficient processes and customer relations with Union Bank.
- If approved by the Committee, staff will bring the new bank documents to the Board for approval and obtaining authorized signatures and transfer documents.
- Staff recommends changing banks for the Foundation operating account to Union Bank.

**Fiscal Impact:**

None

Transfer approximately \$800,000 from Pacific Premier Bank to Union Bank.