



DESERT HEALTHCARE DISTRICT
Finance, Legal, Administration, & Real Estate Committee
March 13, 2024

The Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 5:00 PM, Wednesday, March 13, 2024, via Zoom using the following link:
<https://us02web.zoom.us/j/83743788340?pwd=VXljcEdUMWtLa3NvdHd3SGRXa0Mzd09>
Password: 108761

Members of the public can also participate by telephone, using the following dial in information:
Dial in #:(669) 900-6833 or (888) 788-0099
Webinar ID: 837 4378 8340
Password: 108761

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 14, 2024 – Pg. 3-5 **ACTION**

V. INTERIM CEO REPORT

- 1. None presently

VI. CHIEF ADMINISTRATION OFFICER’S REPORT – Pg. 6 **Information**

- 1. LPMP Leasing Update – Pg. 7

VII. FINANCIAL REPORTS

- 1. District and LPMP Financial Statements – Pg. 8-19 **ACTION**
- 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. 25-26
- 7. Credit Card – Detail of Expenditures – Pg. 27
- 8. LPMP – Check Register – Pg. 28
- 9. CEO Discretionary Fund – Pg. 29
- 10. Retirement Protection Plan Update – Pg. 30
- 11. Grant Payment Schedule – Pg. 31

VIII. OTHER MATTERS

- 1. Program Associate Job Description – Pg. 32-36 **ACTION**
- 2. Temporary Employment Agreement – Chloe Vartanian, UC Berkeley Spring 2024 Graduate – 8 weeks commencing May 13, 2024 – Pg. 37-40 **ACTION**



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| 3. Property Management/Maintenance Agreement Addendum #3 – INPRO Construction, Inc. – 4% increase from \$11,485/mo. to \$11,944/mo. – Effective May 1, 2024 through April 30, 2025 – Pg. 41-42 | ACTION |
| 4. Consulting Services Agreement Extension – CV Strategies – \$25,000 Increase for Professional Services – Pg. 43-45 | ACTION |
| 5. CEO Discretionary Fund Increase of \$15,000 (totaling \$65,000) through the end of fiscal year June 30, 2024 – Pg. 46-48 | ACTION |

IX. ADJOURNMENT

The undersigned certifies that a copy of this agenda was posted in the front entrance to the Desert Healthcare District offices located at 1140 North Indian Canyon Drive, Palm Springs, California, and the front entrance of the Desert Healthcare District office located at the Regional Access Project Foundation, 41550 Eclectic Street, Suite G 100, Palm Desert, California at least 72 hours prior to the meeting.

If you have any disability which would require accommodation to enable you to participate in this meeting or translation services, please email Andrea S. Hayles, Special Assistant to the CEO and Board Relations Officer, at ahayles@dhcd.org or call (760) 567-0298 at least 24 hours prior to the meeting.

Andrea S. Hayles

Andrea S. Hayles, Board Relations Officer