



**PALM DRIVE HEALTH CARE
DISTRICT**

**NOTICE AND AGENDA
PALM DRIVE HEALTH CARE DISTRICT
BOARD OF DIRECTORS**

July 2, 2018

**Regular Meeting
Open Session 7:30 p.m.**

Sonoma West Medical Center
Conference Room
501 Petaluma
Avenue
Sebastopol, CA 95472
(707) 823-3586

Our Vision: Through engagement with our diverse West County population the district will promote improved health and wellbeing.

Our Mission: Palm Drive Health Care District exists to deliver access to quality and compassionate health services responsive to the needs of our District.

Our Values: Integrity- Leadership – Caring - Perseverance

PLEASE TURN YOUR CELL PHONES OFF

CALL TO ORDER

ROLL CALL

Director Horn will teleconference from:
Frontier Cabin #4
Grand Canyon Lodge North Rim
End of Highway 67
North Rim, AZ 86052

APPROVAL OF AGENDA

PUBLIC COMMENTS

The chair will accept comments from the audience on any items not listed on the agenda. Questions may be referred to staff for response at a later time. Please limit your comments to 3 minutes.

CORRESPONDENCE

June 12, 2018 Letter from LAFO re: Final Budget for the FY 2018-19

CONSENT CALENDAR

1. Approval of the Board of Directors Special Meeting (Action)(D.Colthurst)
Minutes of June 4, 2018

DISCUSSION AND ACTION ITEMS

Topic	Purpose	Speaker	Handout
Continuation of Combining of PDHCD Audit with SWMC for the 2018/19 FY	Discussion/Action	A.Brogan	None
PDHCD Finance Committee Report	Discussion/Action	Gail Thomas	Included in Agenda Packet
2018/2019 Budget - Revised	Discussion/Action	Gail Thomas	Included in Agenda Packet
Bankruptcy Update	Discussion	A.Brogan	None
Bond Update	Discussion	A.Brogan B. Adams	None
Resolution 18-04, Setting a Date for Public Hearing for Appropriations Limit	Discussion/Action	A.Brogan	Included in Agenda Packet
RFP Update <ul style="list-style-type: none"> • New Interested Parties • County Psych Beds • Other Related Issues 	Discussion/Action	A.Brogan	None
Community Meeting	Discussion/Action	A.Brogan	None
Property Insurance Update	Discussion/Action	A.Brogan	None
Review of the Agenda Policy	Discussion/Action	A.Brogan	Included in Agenda Packet

INFORMATIONAL REPORTS TO THE BOARD

1. Health Action Chapter Update (A.Brogan)
 2. Executive Director Report (A.Brogan)
 3. Presidents Report (D. Colthurst)

DIRECTOR PROPOSALS FOR FUTURE AGENDA ITEMS (Action) (D. Colthurst)

ADJOURNMENT

Palm Drive Health Care District

Members of the public have the right to speak on any item on the published agenda. If you wish to speak about a matter not on the published agenda, please make your comments during the portion of the meeting designated for **Public Comments**. Please limit your remarks to three minutes. Please note that, with some exceptions, the District Board does not engage in discussion or take action on non-agenized matters. However, the board may respond briefly to public comments, refer matters to staff; ask questions for clarification, or schedule matters for future agenda. Materials related to open session items on this agenda that are submitted to the Board or committee after distribution of the agenda packet are available for public inspection during normal business hours at 612 Petaluma Avenue, Sebastopol, CA.

Consent Items:
 The Board agenda may include items on a consent calendar. Consent calendar items are routine matters or matters which have been reviewed by the board previously. These items may be approved by one motion without discussion unless a board member requests that the item be taken off the consent calendar. Items removed from the consent calendar will be taken up upon completion of action on the remainder of the items on the consent calendar.

American Disability Act (ADA)
 The Sonoma West Medical Center complies with ADA (American Disabilities Act) requirements and upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternative formats (pursuant to Government Code Section 54953.2). Anyone requiring reasonable accommodation to participate in the meeting should contact Janet Harris, Executive Assistant at (707) 823-3586.

PALM DRIVE HEALTH CARE DISTRICT BOARD OF DIRECTORS MEETING

Minutes

Purpose: Palm Drive Health Care District Board Meeting

Date/Time: June 4, 2018, 7:30 p.m.

Location: Sonoma West Medical Center
Conference Room
501 Petaluma Avenue
Sebastopol, CA 95472

Call to Order by Chairman Colthurst

ROLL CALL

Dennis Colthurst, Chairman.	Present
Richard Powers, MD, Vice Chairman	Present
Eira Klich-Heartt, Secretary	Present
Gail Thomas, Treasurer	Present
Jim Horn, Member	Present

Administrative Staff/Others Present

William Arnone, Legal Counsel
Barbara Vogelsang, COO, CNO, SWMC
John Peleuses, CEO SWMC

APPROVAL OF THE AGENDA

Motion to approve: The motion was made to approve the agenda by Director Powers, with a second by Director Thomas, which motion passed unanimously.

PUBLIC COMMENTS

None

CONSENT CALENDAR

Motion to approve the minutes for the Special Closed Session of May 7, 2018 and the Regular Session Minutes of May 7, 2018 moved by Director Powers, seconded by Director Klich-Heartt, which motion passed unanimously.

DISCUSSION/ACTION ITEMS

PDHCD Finance Committee Report

June 4, 2018 Minutes

Director Thomas reviewed the April 2018 Profit and Loss and Balance Sheet provided in the agenda packet.

2018/2019 Budget

Director Thomas reviewed the revised draft 2018/2019 budget included in the agenda packet. Director Horn requested that this be made an operating budget with \$300,000 set aside for the detached bankruptcy funding and \$468,000 set aside for the rest of the District for same.

Motion to approve the 2018/2019 Budget as amended made by Director Horn seconded by Director Powers, which motion passed unanimously.

Bankruptcy Update

Mr. Arnone stated that there is a Bankruptcy Status Update to be given to the new Bankruptcy judge on June 6 at 11:00 AM. The Location is 99 South E. Street in Santa Rosa.

Bond Update

Mr. Arnone stated that there is nothing new at this time. The latest advice from Bond Counsel was to only address the Go Bonds for refinancing as the COPs were not in violation.

Review of the Executive Director's Contract

Director Powers reviewed the changes to the contract stating that it was a continuation of the current contract. Mr. Arnone stated that the hours to be worked on the first page of the contract should be 26.

Motion to approve the contract with corrections made by Director Powers, seconded by Director Thomas, which motion passed unanimously.

RFP Update

Director Klich-Heartt stated that a work group met to develop the criteria of the evaluation of the proposals.

That criteria will be given to the Finance Committee for review and the Finance Committee will review the proposals at the June 20th meeting.

Public Relations Consultant

Director Klich-Heartt reviewed the May Marketing Report from JB Communications that was included in the agenda packet.

INFORMATIONAL REPORTS TO THE BOARD

1. Health Action Committee Update

Director Powers gave an update on the committee activity stating that there are now three subcommittees formed and have highly talented and motivated volunteers.

2. Executive Director Report

Director Klich-Heartt stated that there was nothing new that had not already been covered in the other items on the agenda.

3. Presidents Report
None

PROPOSALS FOR FUTURE AGENDA ITEMS

None

There being no further business, the meeting was adjourned at 8:13 p.m. by Director Colthurst.

Respectfully submitted by:
Janet Harris
Clerk of the Board

8:11 AM

06/28/18

Accrual Basis

Palm Drive Healthcare District
Balance Sheet
As of May 31, 2018

	May 31, 18	Apr 30, 18	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Cash			
1000-00 · EB Operating 4276	895,678.39	954,458.90	-58,780.51
1002-02 · EB Bkpcy Con 6292	350,939.98	350,939.98	0.00
1001-00 · EB SWMC Clear 9508	455.14	3,940.21	-3,485.07
Total Cash	1,247,073.51	1,309,339.09	-62,265.58
Restricted Cash			
1009-13 · WF 8800 2010 Parcel Tax	5,429.34	5,423.44	5.90
1009-12 · WF 8805 2010 Secured	10,416.18	10,402.90	13.28
1009-23 · WF 8300 2005 Bond	1,650,185.62	1,651,639.06	-1,453.44
1009-50 · WF 8801 2010 Reserve	980,425.79	979,175.00	1,250.79
1008 · SoCo Sequestered Funds	300,000.00	300,000.00	0.00
1900 · GO Bond Reserve SCAO (Non Cash)	697,592.97	697,592.97	0.00
Total Restricted Cash	3,644,049.90	3,644,233.37	-183.47
Total Checking/Savings	4,891,123.41	4,953,572.46	-62,449.05
Other Current Assets			
1062 · Property Tax Receivable	-25,941.38	-51,889.38	25,948.00
1069-01 · Parcel Tax Receivable.	-88,712.87	-355,668.87	266,956.00
1107 · Prepaid Deposits	7,819.75	7,921.73	-101.98
Total Other Current Assets	-106,834.50	-399,636.52	292,802.02
Total Current Assets	4,784,288.91	4,553,935.94	230,352.97
Fixed Assets			
Property Plant & Equipment			
1241 · Major Moveable Equipment	8,446,172.84	8,446,172.84	0.00
1221 · Hospital Buildings	3,830,747.69	3,830,747.69	0.00
1230 · Leasehold Improvements	1,338,700.57	1,338,700.57	0.00
1201 · Land	5,876,900.00	5,876,900.00	0.00
1210 · Land Improvements	34,492.65	34,492.65	0.00
1285-00 · Accum Dep Farnam Leased Assets	-2,958,613.20	-2,915,238.20	-43,375.00
1275-00 · Accum Dep Fixed Equip	-9,096,953.96	-9,030,867.96	-66,086.00
1271-00 · Accum Dep Hosp Bldg	-2,615,908.32	-2,597,810.32	-18,098.00
1260-00 · Accum Dep Land Impr	-34,493.18	-34,493.18	0.00
Total Property Plant & Equipment	4,821,045.09	4,948,604.09	-127,559.00
Total Fixed Assets	4,821,045.09	4,948,604.09	-127,559.00
TOTAL ASSETS	9,605,334.00	9,502,540.03	102,793.97
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2020 · Post Petition AP	29,005.40	19,242.61	9,762.79
2020-99 · Pre-Petition Liabilities			
2021-00 · Pre Petition Trade Payables	6,994,325.13	6,994,325.13	0.00
2030-00 · Wages & Benefits	1,299,276.33	1,299,276.33	0.00
Total 2020-99 · Pre-Petition Liabilities	8,293,601.46	8,293,601.46	0.00
Total Accounts Payable	8,322,606.86	8,312,844.07	9,762.79
Other Current Liabilities			
2040 · SWMC AR Held	455.14	3,940.21	-3,485.07
2014-10 · Accrued Bond Interest Pay	480,154.57	377,949.32	102,205.25
2063-10 · Cost Report Liability Medicare	206,720.59	212,031.98	-5,311.39
2064 · Unearned Revenue - GO Bond	697,592.97	697,592.97	0.00
24000 · Payroll Liabilities	-5,198.05	0.00	-5,198.05
Total Other Current Liabilities	1,379,725.22	1,291,514.48	88,210.74

Palm Drive Healthcare District
Balance Sheet
 As of May 31, 2018

	May 31, 18	Apr 30, 18	\$ Change
Total Current Liabilities	9,702,332.08	9,604,358.55	97,973.53
Long Term Liabilities			
2270-00 - Bonds Payable			
2255-00 - 2000 Go Bonds Payable (BYM)	3,950,000.00	3,950,000.00	0.00
2274-01 - 2005 Revenue Bonds Payable	5,955,000.00	5,955,000.00	0.00
2274-02 - 2010 Bonds Payable	9,260,000.00	9,260,000.00	0.00
Total 2270-00 - Bonds Payable	19,165,000.00	19,165,000.00	0.00
Total Long Term Liabilities	19,165,000.00	19,165,000.00	0.00
Total Liabilities	28,867,332.08	28,769,358.55	97,973.53
Equity			
32000 - Retained Earnings	-19,503,279.95	-19,503,279.95	0.00
Net Income	241,281.87	236,461.43	4,820.44
Total Equity	-19,261,998.08	-19,266,818.52	4,820.44
TOTAL LIABILITIES & EQUITY	9,605,334.00	9,502,540.03	102,793.97

8:10 AM
06/28/18
Accrual Basis

Palm Drive Healthcare District
Profit & Loss Budget vs. Actual Reporting Month
May 2018

	May 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4000 - Revenue			
Parcel Tax Revenue CY Attached	187,563.00	187,563.00	0.00
Parcel Tax Revenue Detached	79,393.00	79,393.00	0.00
Property Tax Revenue CY	25,948.00	25,948.00	0.00
Cell Tower	3,500.00	3,500.00	0.00
Misc Revenue	702.90	2,000.00	-1,297.10
Trustee Acct Interest Income	2,816.53	0.00	2,816.53
Interest Income	0.00	200.00	-200.00
Total 4000 - Revenue	<u>299,923.43</u>	<u>298,604.00</u>	<u>1,319.43</u>
Total Income	<u>299,923.43</u>	<u>298,604.00</u>	<u>1,319.43</u>
Gross Profit	<u>299,923.43</u>	<u>298,604.00</u>	<u>1,319.43</u>
Expense			
Operating Expenses			
Staff Expenses			
Salaries & Wages	18,497.00	18,316.67	180.33
Payroll Tax Expense	1,875.50	1,401.23	474.27
Employee Benefits	0.00	1,079.50	-1,079.50
Worker's Compensation	0.00	183.17	-183.17
Total Staff Expenses	<u>20,372.50</u>	<u>20,980.57</u>	<u>-608.07</u>
Professional Services			
Bookkeeping	2,500.00	2,500.00	0.00
Legal Fees General	14,220.00	10,000.00	4,220.00
Legal Bankruptcy	4,930.00	10,000.00	-5,070.00
Trustee Bank Fees	3,000.00	0.00	3,000.00
Professional Fees Other	8,995.00	5,000.00	3,995.00
Total Professional Services	<u>33,645.00</u>	<u>27,500.00</u>	<u>6,145.00</u>
Office Expenses (H)			
Bank Charges	0.00	200.00	-200.00
IT / Computer Expense	527.59	300.00	227.59
Licenses and Fees	10.00	100.00	-90.00
Supplies	12.50	250.00	-237.50
Utilities (Tel/PGE)	254.48	300.00	-45.52
Office Expenses (H) - Other	229.70		
Total Office Expenses (H)	<u>1,034.27</u>	<u>1,150.00</u>	<u>-115.73</u>
Directors Expense (H)			
Cont Education	450.34	600.00	-149.66
Ins Exp D&O/Property	2,757.30	2,700.00	57.30
Total Directors Expense (H)	<u>3,207.64</u>	<u>3,300.00</u>	<u>-92.36</u>
Total Operating Expenses	<u>58,259.41</u>	<u>52,930.57</u>	<u>5,328.84</u>
Contractual Payments			
Bankruptcy Contingency	0.00	25,100.00	-25,100.00

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06/28/18

Accrual Basis

Palm Drive Healthcare District
Profit & Loss Budget vs. Actual Reporting Month
May 2018

	May 18	Budget	\$ Over Budget
Medical Records	5,318.38	5,500.00	-181.62
Building Maintenance	0.00	10,000.00	-10,000.00
Interest Exp Cost Report or CMS	340.95	488.00	-147.05
Total Contractual Payments	5,659.33	41,088.00	-35,428.67
Community Health Services			
West County Community Services	0.00	166.66	-166.66
General Community Health	0.00	2,500.00	-2,500.00
Sponsorship	0.00	1,000.00	-1,000.00
District Comm Services Various	595.00	0.00	595.00
Senior Centers	825.00	0.00	825.00
Total Community Health Services	1,420.00	3,666.66	-2,246.66
Non - Operating (Revenue) / Exp			
Exp - Bond Interest Exp	102,205.25	102,205.25	0.00
Total Non - Operating (Revenue) / Exp	102,205.25	102,205.25	0.00
Depreciation Header			
Dep Exp - Cap Lse Eq	43,375.00	43,375.00	0.00
Dep Exp - Major Mov Eq	66,086.00	66,086.00	0.00
Dep Exp - Bld & Improvements	18,098.00	18,098.00	0.00
Total Depreciation Header	127,559.00	127,559.00	0.00
Total Expense	295,102.99	327,449.48	-32,346.49
Net Ordinary Income	4,820.44	-28,845.48	33,665.92
Net Income	4,820.44	-28,845.48	33,665.92

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Accrual Basis

Palm Drive Healthcare District
Profit & Loss Budget vs. Actual YTD
July 2017 through May 2018

	<u>Jul '17 - May 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
4000 - Revenue			
Parcel Tax Revenue CY Attached	2,063,193.00	2,063,193.00	0.00
Parcel Tax Revenue Detached	873,323.00	873,323.00	0.00
Property Tax Revenue CY	285,428.00	285,428.00	0.00
Prime Grant/IGT Income	0.00	1,050,000.00	-1,050,000.00
CMSP Income	250,384.88	0.00	250,384.88
Cell Tower	41,000.00	58,500.00	-17,500.00
Misc Revenue	22,118.06	22,000.00	118.06
Trustee Acct Interest Income	24,978.35	0.00	24,978.35
Interest Income	0.00	2,200.00	-2,200.00
Total 4000 - Revenue	<u>3,560,425.29</u>	<u>4,354,644.00</u>	<u>-794,218.71</u>
Total Income	<u>3,560,425.29</u>	<u>4,354,644.00</u>	<u>-794,218.71</u>
Gross Profit	3,560,425.29	4,354,644.00	-794,218.71
Expense			
Operating Expenses			
Staff Expenses			
Salaries & Wages	181,836.00	201,483.37	-19,647.37
Payroll Tax Expense	19,680.88	15,413.53	4,267.35
Employee Benefits	4,156.88	11,874.50	-7,717.62
Worker's Compensation	0.00	2,014.87	-2,014.87
Total Staff Expenses	<u>205,673.76</u>	<u>230,786.27</u>	<u>-25,112.51</u>
Professional Services			
Accounting	42,780.00	28,000.00	14,780.00
Bookkeeping	26,160.91	24,500.00	1,660.91
Legal Fees General	117,514.94	165,000.00	-47,485.06
Legal Bankruptcy	61,285.66	263,000.00	-201,714.34
Trustee Legal Fees	38,466.37	0.00	38,466.37
Trustee Bank Fees	3,000.00	0.00	3,000.00
Professional Fees Other	16,793.41	55,000.00	-38,206.59
Total Professional Services	<u>306,001.29</u>	<u>535,500.00</u>	<u>-229,498.71</u>
Office Expenses (H)			
Bank Charges	-2,420.66	10,000.00	-12,420.66
IT / Computer Expense	10,647.59	5,300.00	5,347.59
Licenses and Fees	35.00	1,100.00	-1,065.00
Rent	0.00	7,650.00	-7,650.00
Storage	2,001.24	2,520.00	-518.76
Supplies	2,655.55	2,750.00	-94.45
Utilities (Tel/PGE)	3,784.88	3,300.00	484.88
Office Expenses (H) - Other	229.70		
Total Office Expenses (H)	<u>16,933.30</u>	<u>32,620.00</u>	<u>-15,686.70</u>
Directors Expense (H)			
Cont Education	13,680.60	16,304.18	-2,623.58
Ins Exp D&O/Property	28,204.98	36,203.00	-7,998.02

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06/28/18
Accrual Basis

**Palm Drive Healthcare District
Profit & Loss Budget vs. Actual YTD
July 2017 through May 2018**

	Jul '17 - May 18	Budget	\$ Over Budget
Total Directors Expense (H)	41,885.58	52,507.18	-10,621.60
Total Operating Expenses	570,493.93	851,413.45	-280,919.52
Contractual Payments			
Bankruptcy Contingency	0.00	376,100.00	-376,100.00
CMSP Cost Report *	50,076.98	0.00	50,076.98
Medical Records	58,724.49	51,500.00	7,224.49
Prime Grant/IGT Contract Exp	0.00	525,000.00	-525,000.00
Prime Grant/IGT to SWMC	0.00	525,000.00	-525,000.00
Building Maintenance	97,847.70	230,000.00	-132,152.30
Interest Exp Cost Report or CMS	4,280.43	5,368.00	-1,087.57
Total Contractual Payments	210,929.60	1,712,968.00	-1,502,038.40
Community Health Services			
West County Community Services	0.00	1,833.34	-1,833.34
General Community Health	588.60	18,399.98	-17,811.38
Sponsorship	0.00	8,000.00	-8,000.00
District Comm Services Various	1,574.54	0.00	1,574.54
Bodega Bay Fire Services	0.00	22,000.00	-22,000.00
West County Health (H) RRARA	3,000.00	3,000.00	0.00
Total West County Health (H)	3,000.00	3,000.00	0.00
Senior Centers	4,375.00	0.00	4,375.00
Total Community Health Services	9,538.14	53,233.32	-43,695.18
Non - Operating (Revenue) / Exp			
NonOp Inc/Exp Parcel Tax Refund	775.00	6,200.00	-5,425.00
Exp - Bond Interest Exp	1,124,257.75	1,124,257.75	0.00
Total Non - Operating (Revenue) / Exp	1,125,032.75	1,130,457.75	-5,425.00
Depreciation Header			
Dep Exp - Cap Lse Eq	477,125.00	477,125.00	0.00
Dep Exp - Major Mov Eq	726,946.00	726,946.00	0.00
Dep Exp - Bld & Improvements	199,078.00	199,078.00	0.00
Total Depreciation Header	1,403,149.00	1,403,149.00	0.00
Total Expense	3,319,143.42	5,151,221.52	-1,832,078.10
Net Ordinary Income	241,281.87	-796,577.52	1,037,859.39
Net Income	241,281.87	-796,577.52	1,037,859.39

FY 2018-19- Budget	Budget FY 2017-18 with adjustments	Proposed FY 2018-19
Income		shown below
Tax Revenue		
Parcel TaxFY	\$ 1,751,990.22	\$ 1,550,000.00
		\$ (300,000.00)
Grant Revenue		
CMSP	\$ 253,865.66	\$ 80,000.00
Prime Grant	\$ 700,000.00	
Miscellaneous Income		
Cell tower	\$ 44,500.00	\$ 42,000.00
Miscellaneous	\$ 24,000.00	\$ 17,500.00
		\$ 72,000.00
Interest	\$ -	\$ 26,500.00
TOTAL	\$ 2,774,355.88	\$ 1,488,000.00
Expenses		
Operating Expenses		
Staff Expenses		
Salaries/Wages	\$ 175,313.62	\$ 215,000.00
Payroll Taxes	\$ 17,328.99	\$ 16,447.50
Empl Benefits	\$ 8,557.14	\$ 18,000.00
Workers Comp	\$ 1,136.00	
TOTAL S/W	\$ 202,335.75	\$ 249,447.50
Professional Services		
Accounting	\$ 33,290.00	\$ 40,000.00
Bookkeeping	\$ 27,000.00	\$ 30,000.00
Legal Fees	\$ 164,599.34	\$ 136,000.00
Bankruptcy Legal	\$ 186,481.00	\$ 100,000.00
Public Relations/Mkting		\$ 60,000.00
Other Prof Fees	\$ 36,898.41	\$ 44,000.00
Total Professional Services	\$ 448,268.75	\$ 410,000.00
Office Expenses		
Bank Charges (IGT)	\$ 3,750.83	\$ 2,000.00
IT/Computer	\$ 12,174.88	\$ 11,500.00
Licenses/Fees	\$ 625.00	\$ 200.00
Rent	\$ -	\$ -
Storage	\$ 2,001.24	\$ -
Supplies	\$ 1,500.00	\$ 2,500.00
Other	\$ -	\$ -
Util(Tel/PGE)	\$ 5,355.77	\$ 4,500.00
Total Office Expenses	\$ 25,407.72	\$ 20,700.00
Directors Expenses		
Election Expenses		\$ 80,000.00
Contin Educ	\$ 23,529.71	\$ 15,000.00
Insurance	\$ 35,892.20	\$ 40,000.00
Total Directors Expenses	\$ 59,421.91	\$ 135,000.00
TOTAL DP EXPENSES	\$ 735,434.13	\$ 815,147.50
Other Expenses		
Prior District Debt		
Bankruptcy Contingency	\$ 401,200.00	\$ 468,000.00
CMS Settlement	\$ 63,199.00	\$ 63,000.00
Int Exp Cost Report	\$ 8,330.81	\$ 6,000.00
CMSP Cost Report	\$ 50,076.98	
Medical Records	\$ 109,234.00	\$ 72,000.00
Total Other Expenses	\$ 632,040.79	\$ 609,000.00
CMSP		
MSSA Payment		\$ 250,000.00
Building Maintenance	\$ 332,324.92	
Prime Grant Propay	\$ 700,000.00	
Building Maint Reserve		
Total Contractual Payments	\$ 1,032,324.92	\$ 250,000.00
Community Health Servs		\$ 122,000.00
TOTAL COMMUNITY HEALTH PROGRAM	\$ 72,620.28	\$ 122,000.00
TOTAL EXPENSES	\$ 2,472,420.12	\$ 1,796,147.50
Parcel Tax Refund	\$ (3,306.66)	\$ (6,200.00)
County Sequester -	\$ (300,000.00)	
SWMC AR Receipts		
detachment sequester		\$ 300,000.00
operating profit (loss)		\$ (308,147.50)
Beginning Cash Forward		\$ 650,000.00
margin		\$ 335,652.50
Beginning Cash FY 2017	\$ 497,883.45	\$ 650,000.00
Income	\$ 2,774,355.88	\$ 1,488,000.00
All Expenses	\$ 2,472,420.12	\$ 1,802,347.50
Ending Cash	\$ 799,808.81	\$ 335,652.50
Bankruptcy Sequester	\$ 300,000.00	\$ 300,000.00
Bankruptcy District Res.	\$ 401,200.00	\$ 468,000.00

Resolution 18-04

July 2, 2018

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALM DRIVE HEALTH CARE DISTRICT SETTING A DATE FOR PUBLIC HEARING ON A PROPOSED RESOLUTION SETTING THE APPROPRIATIONS LIMIT FOR THE DISTRICT DURING FISCAL YEAR 2018/2019.

WHEREAS, the Board of Directors of the {Palm Drive Health Care District is required to schedule and conduct a public hearing to consider the adoption of a resolution setting the appropriations limit for the District during fiscal year 2018/2019; and

WHEREAS, the District's legal counsel has reviewed the proposed resolution and found it acceptable and consistent with the provisions of Government Code Section 7910 and Resolution 04-61 adopted by the Board of Directors of the District on August 4, 2004, and approved by the voters in the District on November 2, 2004;

NOW, THEREFORE, BE IS RESOLVED that the Board of Directors of the Palm Drive Health Care District hereby directs that said public hearing be scheduled for August 6, 2018 at 7:30 p.m., or as soon thereafter as the matter be heard, at the Sonoma West Medical Center, Conference Room, 501 Petaluma Avenue, Sebastopol, California.

BE IT FURTHER RESOLVED that the Clerk of this Board of Directors shall keep on file and open to public inspection copies of the proposed resolution.

BE IT FURTHER RESOLVED that the Clerk of this Board shall cause a Notice of Public Hearing, in substantially the form attached as Exhibit A, to be published once a week for two successive weeks, with publication dates separated by at least 7 days, in the Press Democrat, or other newspaper of general circulation within the County of Sonoma, which publication shall commence on or before July 22, 2018: and shall post the Notice of Public Hearing in at least three places within the District at least 15 days prior to the hearing.

The above and foregoing resolution was introduced by Mr. Arnone. Director _____ moved its adoption, seconded by Director _____, and adopted on roll call by the following vote:

Chair Colthurst _____ Director Powers _____ Director Klich-Heart _____

Director Thomas _____ Director Horn _____

AYES _____ NOES _____ ABSENT/NOT VOTING _____

WHEREUPON, The Chair declared the forgoing resolution adopted and **SO ORDERED**.

ATTESTED:

Signature: _____

Dennis Colthurst
Chair of the Board

Signature: _____

Janet Harris
Clerk of the Board

Exhibit A

NOTICE BY THE BOARD OF DIRECTORS OF THE PALM DRIVE HEALTH CARE DISTRICT OF THE DATE FOR PUBLIC HEARING ON A PROPOSED RESOLUTION SETTING THE APPROPRIATIONS LIMIT FOR THE DISTRICT DURING FISCAL YEAR 2018/19.

WHEREAS, the Board of Directors of the Palm Drive Health Care District is required to schedule and conduct a public hearing to consider the adoption of a resolution setting the appropriations limit for the District during fiscal year 2018/2019; and

WHEREAS, the District's legal counsel has reviewed the proposed resolution and found it acceptable and consistent with the provisions of Government Code Section 7910 and Resolution 04-61 adopted by the Board of Directors of the District on August 4, 2004, and approved by the voters in the District on November 2, 2004;

NOW, THEREFORE, PLEASE TAKE NOTICE that the Board of Directors of the Palm Drive Health Care District will conduct said public hearing on August 6, 2018 at 7:30 p.m. or as soon thereafter as the matter may be heard, at the Sonoma West Medical Center, Conference Room, 501 Petaluma Avenue, Sebastopol, CA.

PLEASE TAKE FURTHER NOTICE that the Clerk of the Board of Directors shall keep on file, and open to public inspection, a copy of the proposed resolution.

For further information, contact the Clerk of the Board at Palm Drive Health Care District, 612 Petaluma Avenue, Sebastopol, California.



**PALM DRIVE HEALTH CARE
DISTRICT**

Title: Board Agenda Development	First Approved: 01/09/2017
Custodian: Executive Director	Effective Date: 01/09/2017
Approved by: Board of Directors	Review Dates:

Policy: The policy of the Palm Drive Health Care District (PDHCD) on the development of the Board agendas shall embrace the values of the District and will address the business and programs of the District. The agendas will be developed in a timely way and be informative to the Board and the public. District agendas will comply with the Brown Act and other related laws/regulations.

Purpose:

Well developed and focused Board agendas maximize accuracy, efficiency and productivity of the Board and staff. They are one effective way to communicate regarding the business of the District and its priorities. To that end, this policy will provide clarity on how the agenda is created, how items are selected for the Board meetings, and how they are approved.

Procedure:

PDHCD Board Agenda Development:

1. The Executive Director and Clerk of the Board, in consultation with the Board President, shall develop a draft agenda based on past agendas and the ongoing work of the District.
2. If Board members want to request agenda items be included they should speak with the Board President to get approval of these additions.
3. Staff will have a draft agenda ready by the Wednesday before the Board meeting and send it to the Board President, Board members and General Counsel for review and approval.
4. The agenda will be published 72 hours before a regular Board meeting and 24 hours before a Special Meeting, in accordance with the Brown Act.

Standing Committee Agenda Development:

1. The Executive Director and Clerk of the Board, in consultation with the committee chairperson, will develop a draft agenda based on past agendas and the ongoing work of the District.
2. If committee members want to request agenda items be included they should speak to the Chair of the committee to get approval of these additions. Requests need to be submitted no later than 2 days before the agenda needs to be posted.

3. Staff will have a draft agenda ready 2 days before public notice of the meeting and send to it to the committee chairperson and committee members for review. The Chairperson approves the final agenda. General Counsel will be consulted as necessary.
4. The agenda will be published 72 hours before a regular Board meeting and 24 hours before a Special Meeting in accordance with the Brown Act.