

**BOARD OF DIRECTORS***Becky Campo, President**Luis Avila, Vice-President**Ma Traore, Secretary**Sylvia Ramirez, Treasure**Reyna Gomez, Director*

PO Box 187, Patterson, CA 95363

Phone (209) 892-8781 Fax (209) 892-3755

BOARD OF DIRECTORS' MEETING**Regular Board Meeting****Monday, February 24, 2025 @ 6:00 PM**

City Hall, 1 Plaza Circle, City Council Chambers

PUBLIC COMMENT PERIOD: Matters under the jurisdiction of the Board and not on the posted agenda may be addressed by the general public at the beginning of the regular agenda. If you wish to speak on an item on the agenda, you are welcome to do so during consideration of the agenda item itself. If you wish to speak on a matter that does not appear on the agenda, you may do so during the Public Comment period; however, California law prohibits the Board from acting on any matter which is not on the posted agenda unless it is determined to be an emergency by the Board of Directors. Persons speaking during the Public Comment will be limited to five minutes. Depending on the number of persons wishing to speak, speaking time may be reduced to allow all public members to address the Board. Public comments must be addressed to the board through the President. Comments to individuals or staff are not permitted.

CONSENT CALENDAR: These matters include routine financial and administrative actions and are identified with an asterisk (*). All items on the consent calendar will be voted on as a single action at the beginning of the meeting under the section titled "Consent Calendar" without discussion. If you wish to discuss an item on the Consent Calendar, please notify the Clerk of the Board prior to the beginning of the meeting or you may speak about the item during Public Comment Period.

REGULAR CALENDAR: These items will be individually discussed and include all items not on the consent calendar, all public hearings, and correspondence.

CLOSED SESSION: Is the portion of the meeting conducted in private without the attendance of the public or press to discuss certain confidential matters specifically permitted by the Brown Act. The public will be provided an opportunity to comment on any matter to be considered in closed session prior to the Board adjourning into closed session.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA: Please raise your hand or step to the podium at the time the Board President announces the item. In order that interested parties have an opportunity to speak, any person addressing the Board will be limited to a maximum of 5 minutes unless the President of the Board grants a longer period.

BOARD AGENDAS AND MINUTES: Board agendas and minutes are typically posted on the Internet on Friday afternoons preceding a Monday meeting at the following website: <https://dphealth.specialdistrict.org/board-meetings>.

Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the District office at 875 E Street, Patterson, CA during normal business hours. Such documents are also available online, subject to staff's ability to post the documents before the meeting, at the following website <https://dphealth.specialdistrict.org/board-meetings>.

NOTICE REGARDING NON-ENGLISH SPEAKERS: Board of Director meetings are conducted in English and translation to other languages is not provided. Please arrange for an interpreter, if necessary.

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (209) 892-8781. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Cell phones must be silenced or set in a mode to not disturb District business during the meeting.

DEL PUERTO HEALTH CARE DISTRICT
Board of Directors Meeting
Monday, February 24, 2025 @ 6:00 pm
City Hall, 1 Plaza Circle, City Council Chambers
REGULAR MEETING

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Board of Directors Roll Call**
4. **Reading the Vision, Mission, and Value Statements**

Vision: "A locally cultivated, healthier community."

Mission: "To provide, promote, and partner in quality healthcare for all."

Values: "Compassion – Commitment – Excellence"
5. **Public Comment Period** *[Members of the public may address the Board on any issues on the Consent Calendar and items not listed on the agenda that are within the purview of the District. Comments on the agenda are made when the Board considers each item. Each speaker is allowed a maximum of five minutes. Board members may not comment or act on items not on the agenda.]*
6. **Swearing in for Zone 2 Board Director, Reyna Gomez, Elected on January 27, 2025**
7. **Presenting the H.O.S.T. House with a donation check of \$9,333.00, approved by the Board on December 16, 2024.**
8. **Declarations of Conflict** *[Board members disclose any conflicts of interest with agenda items]*
9. **Approval of Agenda** **Action**
*[*Directors may request moving any consent calendar item to the regular calendar or change the order of the agenda items.]*
10. **Consent Calendar*** *[Routine committee reports, minutes, and non-controversial items]* **Action**
 - A. *Approve Regular & Special Board Meeting Minutes – Jan 27, 2025
 - B. *Accept Finance Committee Meeting Minutes – Jan 22, 2025
 - C. *Accept Finance Reports and Warrants – Nov 2024, Dec 2024 and Jan 2025
 - D. *Adopt Resolution 2025-01A: Amended Declaration of Exempt Surplus Property
 - E. *Adopt Policy #2141 – Public Works Procurement
 - F. *Adopt Policy #3405 – Bereavement Leave
 - G. *Adopt Policy #3472 – Health Center Employee Attendance
 - H. *Adopt Policy #3473 – Employee Pre-Placement and Annual Tb Testing
 - I. *Adopt Policy #3442 – Paid Time Off Donation for Employee Hardship
 - J. *Approve Resolution 2025-08: FY2024 Net Income Allocation to Reserve Fund Accounts
 - K. *Accept Written Department Reports – Admin, Ambulance, Health Center, Human Resources
11. **Regular Calendar**
 - A. *Any Consent Calendar items moved to the Regular Calendar **Action**
 - B. Presentation by Paradigm Research and Dr. Rodriguez on Policy for Patient Research **Action**
 - C. Adopt Res 2025-07 Del Puerto Health Care District Revenue Bonds, Series 2025 **Action**
 - D. Adopt FY 24-25 Mid-Year Budget Revision **Action**
 - E. Civil Engineering RFP Review, Recommendation, and Award of Contract **Action**

12. **Closed Session** *[Board of Directors may recess to closed session to discuss certain matters as legally permitted. Any action taken shall be reported in open session.]*

Conference with Real Property Negotiations (§ 54956.8)

Property: APN: 048-047-012-000

Agency Negotiation: David Ritchie, Karin Freese

Negotiating Parties: Walgreens

Under Negotiation: Land Use Restrictions

13. **Director Correspondence, Comments, Future Agenda Items** Information Only

14. **Upcoming Regular Board and Standing Committee Meeting Date** Information Only

Finance – Wed, Mar 26 @ 8:00 AM

Board – Mon, Mar 31 @ 6:00 PM, City Hall

Finance – Wed, Apr 23 @ 8:00 AM

Board – Mon, Apr 28 @ 6:00 PM, City Hall

Finance – Wed, May 21 @ 8:00 AM

Special Board – Mon, May 19 @ 6:00 PM, City Hall

15. **Adjourn**



BOARD OF DIRECTORS
 Luis Avila, Zone 1 Director
 Anne Stokman, Zone 2 Director
 Ma Traore, Zone 3 Director
 Sylvia Ramirez, Zone 4 Director
 Becky Campo, Zone 5 Director

PO Box 187, Patterson, CA 95363
 Phone (209) 892-8781 Fax (209) 892-3755

BOARD OF DIRECTORS MEETING MINUTES
Monday, January 27, 2025 @ 6:00 pm

1. **Call to order at 6:00 PM** by Director Anne Stokman

2. **Pledge of Allegiance**

3. **Roll Call**

Directors Present: Director, Luis Avila
 Director, Anne Stokman
 Director, Ma Traore
 Director, Sylvia Ramirez
 Director, Becky Campo

Directors Absent: None

Staff Present: CEO, Karin Freese
 Ambulance Director, Paul Willette
 Human Resources Manager, Robert Trefault
 Health Center Assistant Manager, Jennifer Gurski
 Financial Accounting Manager, Maria Reyes-Palad
 Board Clerk/District Executive Secretary, Jasmine Sanchez

District Legal Council: Dave Ritchie, Cole Huber, LLP

Members of the Public: Jessica Wikinson, Patterson Irrigator

We have a quorum.

4. **Reading of the District’s Vision, Mission, and Value Statements:**

Vision: “A locally cultivated, healthier community.”
Mission: “To provide, promote, and partner in quality healthcare for all.”
Values: “Compassion – Commitment – Excellence”

5. **Public Comment Period**

None

6. **Declarations of Conflict** [Board members disclose any conflicts of interest with agenda items]

None.

7. **Approval of Agenda:**

M/S/C: To approve the agenda as presented.

Directors Campo/Avila

Ayes: Directors: Avila, Stokman, Traore, Ramirez, Campo

Nays: None

Abstain: None

Motion: Passed

8. **Consent Calendar*** *[Routine committee reports, minutes, and non-controversial items]*
- A. *Approve Board Meeting Minutes – Dec 9, 2024
 - B. *Approve Special Board Meeting Minutes – Dec 16, 2024
 - C. *Accept Finance Committee Meeting Minutes – Nov 20, 2024
 - D. *Accept Warrants – Nov 30, 2024
 - E. *Accept Written Department Reports – Admin, Ambulance, Health Center, Human Resources.
 - F. *Approve Special Board Meeting Minutes – Jan 13, 2025
 - G. *Adopt Policy #3471 Language Certification

M/S/C. Approve the Consent Calendar.

Directors Campo/Ramirez

Ayes: Directors: Avila, Stokman, Traore, Ramirez, Campo

Nays: None

Abstain: None

Motion: Passed

9. **Regular Calendar*** *[Members of the public may address the Board as the Board considers each item. Each speaker is allowed a maximum of five minutes.]*

- A. **Any Consent calendar items moved to the regular calendar*
No Items were moved from the consent calendar.

- B. Approve Resolution 2025-05 Approve Financing Rate Lock
Karin introduced Mr. Roy Nelson from the municipal advisors, who presented the terms of the actual loan. The board received several proposals and recommended the proposal from Tri Counties Bank with a 4.39% interest rate. The board approved the resolution to finance the land purchase and authorized the appropriate officers to prepare the required documents.

M/S/C. To adopt Resolution No. 2025-05 approving the Tri Counties Bank proposal to finance the land purchase and authorizing appropriate officers to prepare required documents.

Directors Avila/Ramirez

Ayes; Directors: Avila, Stokman, Traore, Ramirez, Campo

Nays: None

Abstain: None

Motion: Passed - Roll Call Vote

- C. Presentation by HMA for Ambulance Variable Rate Range Program
Karin introduced the HMA team, including Steve Soto, Nai Kaisik, and Jason Silva, to discuss the ambulance variable rate range program. Steve and Jason explained the program and answered questions about participation, funding, and the process for the district to join the program.

Information only

- D. Appointment of Director for Zone 2 to replace Director Stokman
Karin announced the resignation of director Anne Stokman effective February 1st and introduced the sole applicant, Reyna Gomez. The board interviewed Reyna, who has extensive experience as an RN and manager at Stanislaus County Health Services Agency. The board appointed Reyna as the new director, effective February 1st.

M/S/C: For the Board of Directors to appoint Reyna Gomez to the Zone 2 director’s seat effective February 1st, 2025.

Directors Avila/Ramirez

Ayes: Directors: Avila, Stokman, Traore, Ramirez, Campo

Nays: None

Abstain: None

Motion: Passed

E. Annual Election of Officers

The board elected new officers for the year, with Becky Campo as President, Luis Avila as Vice President, Sylvia Ramirez as Secretary, and Sylvia Ramirez as Treasurer.

Nominations for President

Director Avila nominated Director Campo for President.

Director Stokman seconded the nomination.

M/S/C: Nominations for President

Directors Avila/Stokman

Ayes: Directors: Avila, Stokman, Traore, Ramirez, Campo

Nays: None

Abstain: None

Motion: Passed

Nominations for Vice-President

Director Campo nominated Director Avila for Vice-President.

Director Ramirez seconded the nomination.

M/S/C: Nominations for Vice-President

Directors Campo/Ramirez

Ayes: Directors: Avila, Stokman, Traore, Ramirez, Campo

Nays: None

Abstain: None

Motion: Passed

Nominations for Secretary

Director Campo nominated Director Traore for Secretary.

Director Ramirez seconded the nomination.

M/S/C: Nominations for Secretary

Directors Campo/Ramirez

Ayes: Directors: Avila, Stokman, Traore, Ramirez, Campo

Nays: None

Abstain: None

Motion: Passed

Nominations for Treasurer

Director Campo nominated Director Ramirez for President.

Director Traore seconded the nomination.

M/S/C: Nominations for Treasurer

Directors Campo/Traore

Ayes: Directors: Avila, Stokman, Traore, Ramirez, Campo

Nays: None

Abstain: None

Motion: Passed

- F. Committee Appointments by Board President
 Appointment of Board Finance Committee
 Board President Campo appointed Director Ramirez along with herself as the Finance Committee.
 Appointment of the Disclosure Management Working Group
 Board President Campo nominated herself.
 Appointment of the Building Committee Representative
 Board President Campo nominated herself and Director Avila as an alternative.

- G. Approve Banking Security & Access Resolution 2025-06
 The board approved a banking resolution to update the authorized signatories and increase the internal transfer limit to \$225,000 to cover payroll. The resolution included the new board officers and authorized the CEO, finance manager, and staff accountant.

M/S/C: To adopt Resolution 2025-06 for 2025 Banking Access and Security.

Directors Campo/Traore

Ayes: Directors: Avila, Stokman, Traore, Ramirez, Campo

Nays: None

Abstain: None

Motion: Passed – Roll Call Vote

- H. Approval of Proposal for Land Use Planning Services
 Karin presented a proposal from JB Anderson Planning for land use planning services. The board approved the proposal, not to exceed \$75,000, and authorized the CEO to execute the agreement.

M/S/C: To approve the proposal for Land Use Planning Services by J.B. Anderson Planning at a not to exceed a total cost of \$75,000 and authorize the Chief Executive Officer to execute the agreement.

Directors Ramirez/Campo

Ayes: Directors: Avila, Stokman, Traore, Ramirez, Campo

Nays: None

Abstain: None

Motion: Passed – Roll Call Vote

[SPECIAL MEETING: ITEM 9I]

- I. Approval of CAPEX Budget Update for QRV II
 Mr. Willette presented an update on the capital expense budget for the second quick response vehicle. The board approved an additional \$15,792 to complete the project, with the vehicle expected to be ready in about two months.

M/S/C: To approve an additional Capital Expense budget, not exceeding \$15,792, for the second Quick Response Vehicle.

Directors Avila/Stokman

Ayes: Directors: Avila, Stokman, Traore, Ramirez, Campo

Nays: None

Abstain: None

Motion: Passed – Roll Call Vote

Adjourned to Closed Session @ 6:52 PM

10. Recess to Closed Session *[Board of Directors may recess to closed session to discuss certain matters as legally permitted. Any action taken shall be reported in open session.]*

- a. Health & Safety Code 321069(c)(2) District Health Care Trade Secret (i.e., necessary to initiate a new district service or program or add a district health care facility and, if prematurely disclosed, create a substantial probability of depriving the district of a substantial economic benefit).

11. Returned to Open Session @ 7:17 PM – Report of Closed Session – No reportable action, directions were given to staff.

12. Director Correspondence, Comments, Future Agenda Items
None

13. Upcoming Regular Board and Standing Committee Meeting Dates Information

Finance – TBD
Finance – TBD
Finance – TBD

Board – Mon, Feb 24 @ 6:00 PM, City Hall
Board – Mon, Mar 31 @ 6:00 PM, City Hall
Board – Mon, Apr 28 @ 6:00 PM, City Hall

14. Adjourned at 7:17 PM

Respectfully Submitted:

Ma Traore, Board Secretary

Date Signed

DEL PUERTO HEALTH CARE DISTRICT
875 E Street, Patterson, CA 95363
FINANCE MEETING
MINUTES January 22, 2025

1. **Call to order/Attendance**
 The meeting was called to order by Luis Avila 6:43 PM
Other Board Members Present: Becky Campo
Staff Members Present: Karin Freese, Administrative Director/CEO; Maria Reyes-Palad, Financial Accounting Manager; Paul Willette, Ambulance Director of Operations; Suzie Benitez, Health Center Manager; and Danae Skinner, Administrative Staff Accountant.
2. **Public Participation** – there were no comments.
3. **Acceptance of Agenda**
 M/S/C Becky Campo/Luis Avila to accept the agenda as presented.
4. **Finance Report Review**
 - A. Wulff Hansen Presentation – Lenders Proposal Review
 Rob Pankratz, Wulff Hansen; Bud Levine, Wulff Hansen; Todd Deventer, Piper Sandler; Brian Quint, Piper Sandler presented the Results for the Placement Solicitation for a short-term loan. Rob Pankratz and Todd Deventer answered all questions regarding the report.
 M/S/C Becky Campo/Luis Avila approved to recommend the Board accept the recommendation of Wulff Hansen move forward with Tri-Counties Bank proposal.
 - B. Review for Approval: November 20, 2024, Finance Meeting Minutes
 M/S/C Becky Campo/Luis Avila to accept the minutes for November 20, 2024, as presented.
 - C. Review Financial Reports for November 2024
 Maria Reyes-Palad reviewed the Financial Reports for November 2024 and answered all questions regarding the reports. The committee was informed that there was an issue with the contractual billing component of Athena which affected the reported revenue.
 The committee tabled the November 2024 Financial Reports until next committee meeting to enable further staff review.
 - D. Review for Recommendation November 2024 Warrants
 Maria Reyes-Palad reviewed the report and answered all questions regarding the Warrants.
 M/S/C Becky Campo/Luis Avila approved to recommend that the Board accept the Warrants as presented.
5. **Old Business – NONE**
6. **New Business**
 - A. FY24-25 Mid-Year Budget Review.
 Maria Reyes-Palad presented the FY24-25 Mid-Year Budget Review and answered all questions. The committee asked why the expenses were being updated but not the income and were informed that staff had accurately projected income but not the contract changes that occurred after the budget was created.
 M/S/C Becky Campo/Luis Avila approved to recommend that the Board accept the FY24-25 Mid-Year Budget Review as presented.
7. **Accounting and Finance Manager Report**
 - A. Asset Replacement Fund Update **No Update**
 - B. E Street Land & Building Details **No Update**
 - C. Set Schedule for Committee Review of Account Reconciliations
 Luis Avila reviewed the account Reconciliations for November 2024
 - D. Additional capital expenditure for 2302 pickup truck. **Information Only**
 Paul Willette informed the committee regarding an upcoming Capital Expenditure Request that will be presented at the Board meeting on January 27, 2025. He explained the history of the expenditure and why the additional expenditure is needed.

DEL PUERTO HEALTH CARE DISTRICT
875 E Street, Patterson, CA 95363
FINANCE MEETING
MINUTES January 22, 2025

8. Meeting adjourned: 7:34 PM

Respectfully submitted,

Luis Avila, Treasurer

DRAFT

Del Puerto Health Care District
Balance Sheet
As of November 30, 2024

	Nov 30, 24	Oct 31, 24	% Change	Nov 30, 23	% Change	Notes
ASSETS						
Current Assets						
Total Checking/Savings	5,894,613	6,082,154	(3%)	3,901,496	51%	
Total Accounts Receivable	1,129,290	1,195,503	(6%)	1,109,439	2%	
Total Other Current Assets	1,070,343	914,018	17%	1,018,549	5%	
Total Current Assets	8,094,246	8,191,675	(1%)	6,029,484	34%	
Fixed Assets						
Total 151.000 · Capital assets	5,147,926	5,052,348	2%	4,895,245	5%	
Total Fixed Assets	5,147,926	5,052,348	2%	4,895,245	5%	
Other Assets						
150.000 · Lease Receivable - Non Current	208,111	208,111		273,263	(24%)	
Total Other Assets	208,111	208,111		273,263	(24%)	
TOTAL ASSETS	13,450,283	13,452,134		11,197,992	20%	
LIABILITIES & EQUITY						
Liabilities						
Total Current Liabilities	857,330	879,793	(3%)	563,539	52%	
Total Long Term Liabilities	1,567,156	1,572,924	(0%)	1,698,835	(8%)	
Total Liabilities	2,424,486	2,452,717	(1%)	2,262,374	7%	
Equity						
350.000 · Unrestricted Assets	4,242,150	4,322,150	(2%)	2,625,771	62%	
Total 360.000 · Assigned Fund Balance	2,672,135	2,672,135		2,636,216	1%	
Total 370.000 · Restricted Fund Balance	1,596,498	1,512,800	6%	536,422	198%	
390.000 · Net Fixed Assets (Capital)	2,492,762	2,492,762		2,492,762		
Net Income	22,253	(430)	5,275%	644,452	(97%)	YTD overall result
Total Equity	11,025,798	10,999,417	0%	8,935,623	23%	
TOTAL LIABILITIES & EQUITY	13,450,284	13,452,134		11,197,997	20%	

	Nov 30, 24	Oct 31, 24
Month End Cash Balance	5,894,613	6,082,154
101.015 - TCB Keystone C 8641	(62,866)	(64,079)
103.100 - TCB USDA Debt Reserve 723	(122,971)	(122,969)
370.010 - Mitigation Fees	(1,312,920)	(1,309,221)
360.030 - Asset Replacement Fund	(1,181,135)	(1,181,135)
AP & Payroll Liabilities	(785,252)	(708,447)
UNENCUMBERED CASH	2,429,469	2,696,303
Percent of Operating Reserve	163%	181%
360.070 - Operating Reserve	1,491,000	1,491,000

Del Puerto Health Care District
YTD by Class
July through November 2024

	Total 01 Administration			Total 02 Patterson District Ambulance			Total 03 Del Puerto Health Center			Total 090 Other Non-Operating			Total 096 Keystone Bldg C			OVERALL BUDGET		
	Jul - Nov 24	Budget	Annual Budget	Jul - Nov 24	Budget	Annual Budget	Jul - Nov 24	Budget	Annual Budget	Jul - Nov 24	Budget	Annual Budget	Jul - Nov 24	Budget	Jul '24 - Jun 25		Jul - Nov 24	Budget
Ordinary Income/Expense																		
Income																		
401.000 · Gross Patient Service Revenue				4,132,393	4,486,594	10,767,826	1,809,364	2,128,406	5,108,174							5,941,757	6,615,000	15,876,000
403.000 · Adjustments				(2,317,006)	(2,422,761)	(5,814,626)	(548,815)	(281,005)	(674,412)							(2,865,821)	(2,703,766)	(6,489,038)
405.000 · Bad Debt				(451,361)	(278,835)	(669,203)	32,333	(19,147)	(45,953)							(419,028)	(297,982)	(715,156)
407.000 · Other Income	283	833	2,000	4,043	3,388	8,130	3,790	5,261	12,626							8,116	9,482	22,756
Total Income	283	833	2,000	1,368,068	1,788,386	4,292,127	1,296,673	1,833,515	4,400,435							2,665,024	3,622,734	8,694,562
Gross Profit	283	833	2,000	1,368,068	1,788,386	4,292,127	1,296,673	1,833,515	4,400,435							2,665,024	3,622,734	8,694,562
Expense																		
601.000 · Salaries & Wages	272,130	280,137	665,742	848,983	862,313	2,056,156	764,353	794,256	1,884,813							1,885,466	1,936,706	4,606,711
602.000 · Employee Benefits	55,352	73,873	178,073	193,490	196,543	471,893	211,052	235,284	562,698							459,894	505,700	1,212,664
603.000 · Professional Fees	56,055	67,500	148,000	33,591	16,250	39,000	196,548	181,613	434,392							286,194	265,363	621,392
604.000 · Purchased Services	6,600	6,402	14,733	97,655	107,355	257,651	183,455	165,623	397,494							287,710	279,380	669,878
605.000 · Supplies	2,668	3,450	8,280	42,969	38,130	91,511	54,489	44,472	106,734							100,126	86,052	206,525
606.000 · Utilities	3,664	3,424	8,218	11,901	11,023	26,455	20,039	19,622	47,065							35,604	34,069	81,738
607.000 · Rental and Lease	61	69	277				1,080	1,080	2,592							1,141	1,149	2,869
608.000 · Insurance Coverages	22,392	17,413	41,792	95,372	88,175	211,619	59,546	58,854	141,249							177,310	164,442	394,660
609.000 · Maintenance & Repairs	810	562	1,266	46,013	36,334	87,202	20,397	16,332	39,196							67,220	53,228	127,664
610.000 · Depreciation and Amortization	5,043	4,395	10,549	96,636	100,833	242,000	38,937	37,173	89,215				19,952	19,832	47,597	160,568	162,233	389,361
611.000 · Other operating expenses	51,250	49,555	83,894	240,418	231,590	563,146	46,840	57,174	137,178			24,300				338,508	338,319	808,518
699.999 · Condensed Item Adj. Expense	(483,815)	(454,656)	(1,091,174)	241,907	227,328	545,587	241,907	227,328	545,587								0	(0)
Total Expense	(7,789)	52,125	69,650	1,948,936	1,915,874	4,592,220	1,838,643	1,838,809	4,388,213			24,300	19,952	19,832	47,597	3,799,742	3,826,640	9,121,980
Net Ordinary Income	8,072	(51,292)	(67,650)	(580,867)	(127,487)	(300,093)	(541,970)	(5,295)	12,222			(24,300)	(19,952)	#####	(47,597)	(1,134,717)	(203,906)	(427,418)
Other Income/Expense																		
Other Income																		
701.000 · District Tax Revenues				104,775	104,775	251,459				720,290	764,583	1,835,000				825,065	869,358	2,086,459
702.000 · Impact Mitigation Fees										258,758						258,758		70,000
703.000 · Investment Income								0		53,825	31,000	70,000				53,825	31,000	70,000
704.000 · Interest Expense								(21,364)	(21,363)	(50,200)						(21,364)	(21,363)	(50,200)
705.000 · Tenant Revenue													56,673	48,341	116,019	56,673	48,341	116,019
710.000 · Misc Other Income		1,000	2,000				1,254	3,000	5,000							1,254	4,000	7,000
Total Other Income		1,000	2,000	104,775	104,775	251,459	(20,110)	(18,363)	(45,200)	1,032,873	795,583	1,905,000	56,673	48,341	116,019	1,174,211	931,336	2,229,278
Other Expense																		
802.000 · Keystone District Expense													17,241	6,878	16,507	17,241	6,878	16,507
810.000 · Misc Other Expense												100,000						100,000
Total Other Expense												100,000	17,241	6,878	16,507	17,241	6,878	116,507
Net Other Income		1,000	2,000	104,775	104,775	251,459	(20,110)	(18,363)	(45,200)	1,032,873	795,583	1,805,000	39,432	41,463	99,512	1,156,970	924,458	2,112,771
Net Income	8,072	(50,292)	(65,650)	(476,092)	(22,713)	(48,634)	(562,080)	(23,658)	(32,978)	1,032,873	795,583	1,780,700	19,480	21,631	51,915	22,253	720,551	1,685,353

Del Puerto Health Care District
Warrants by Bank Account
November 2024

Type	Date	Num	Name	Credit	Notes
101.000 - Cash and cash equivalents					
101.010 - Tri Counties Bank					
101.011 - TCB-Operating Checking 1739					
Check	11/30/2024			55.00	
Bill Pmt -Checl	11/08/2024	ACH	Data Path, Inc	7,169.94	
Bill Pmt -Checl	11/08/2024	ACH	Pacific Records Management	333.60	
Bill Pmt -Checl	11/08/2024	ACH	Staples Advantage	319.00	
Bill Pmt -Checl	11/20/2024	ACH	Beta Healthcare - Workers Comp	7,492.83	
Bill Pmt -Checl	11/20/2024	ACH	Beta Healthcare Group	17,913.08	
Bill Pmt -Checl	11/20/2024	ACH	Kaiser Permanente	937.50	
Bill Pmt -Checl	11/08/2024	EFT	DeliverHealth	237.00	
Bill Pmt -Checl	11/12/2024	EFT	ABW Medical, LLC	8,990.40	Addition to contract
Bill Pmt -Checl	11/07/2024	EFT	Umpqua Bank	10,241.50	
Bill Pmt -Checl	11/18/2024	EFT	City Of Patterson-H2O, sewer, garbag	837.15	
Bill Pmt -Checl	11/18/2024	EFT	DeliverHealth	79.00	
Bill Pmt -Checl	11/18/2024	EFT	TID Turlock Irrigation District +06	1,709.11	
Bill Pmt -Checl	11/19/2024	EFT	FP Mailing Solutions	300.00	
Bill Pmt -Checl	11/20/2024	EFT	Athena Health, Inc.	21,081.53	
Bill Pmt -Checl	11/20/2024	EFT	Comcast - Other	192.72	
Bill Pmt -Checl	11/20/2024	EFT	Comcast Business Voice Edge	2,264.13	
Bill Pmt -Checl	11/20/2024	EFT	PG&E	102.49	
Bill Pmt -Checl	11/20/2024	EFT	ABW Medical, LLC	11,562.00	
Check	11/04/2024	Wire	Chicago Title	100,000.00	Project Purple
Bill Pmt -Checl	11/01/2024	33232	GreenWorks Janitorial Services	4,145.00	
Bill Pmt -Checl	11/01/2024	33233	MD - Rodriguez, Jose	38,188.33	
Bill Pmt -Checl	11/01/2024	33234	Mission Linen Supply	596.88	
Bill Pmt -Checl	11/01/2024	33235	Stanislaus County EMS Agency	112.00	
Bill Pmt -Checl	11/01/2024	33236	Verizon Wireless	594.66	
Bill Pmt -Checl	11/04/2024	33237	Soroptimist	60.00	
Bill Pmt -Checl	11/08/2024	33238	American Academy of Family Physicia	859.00	
Bill Pmt -Checl	11/08/2024	33239	AMR-American Medical Response	7,306.60	
Bill Pmt -Checl	11/08/2024	33240	Bound Tree Medical LLC	495.10	
Bill Pmt -Checl	11/08/2024	33241	CA Occupational Physicians	1,556.00	
Bill Pmt -Checl	11/08/2024	33242	CSDA-California Special Dist Assoc	9,495.00	Prepays
Bill Pmt -Checl	11/08/2024	33243	Everon / ADT / Protection One	325.19	
Bill Pmt -Checl	11/08/2024	33244	Language Line	100.00	
Bill Pmt -Checl	11/08/2024	33245	Life-Assist	933.07	
Bill Pmt -Checl	11/08/2024	33246	McAuley Ford	982.51	
Bill Pmt -Checl	11/08/2024	33247	McKesson Medical Surgical Inc.	3,744.22	
Bill Pmt -Checl	11/08/2024	33248	O'Reilly Auto Parts	95.14	
Bill Pmt -Checl	11/08/2024	33249	Patterson Irrigator	30.00	
Bill Pmt -Checl	11/08/2024	33250	Paul Oil Co., Inc.	3,077.33	
Bill Pmt -Checl	11/08/2024	33251	Physicians Service Bureau	340.58	
Bill Pmt -Checl	11/08/2024	33252	Rush Truck Center Ceres	3,691.04	
Bill Pmt -Checl	11/08/2024	33253	Stanislaus County EMS Agency	250.00	
Bill Pmt -Checl	11/15/2024	33254	Papapolloni Bistro	500.00	
Bill Pmt -Checl	11/18/2024	33255	Airgas USA, LLC	102.30	
Bill Pmt -Checl	11/18/2024	33256	Bound Tree Medical LLC	771.64	
Bill Pmt -Checl	11/18/2024	33257	City Of Patterson-H2O, sewer, garbag	524.26	
Bill Pmt -Checl	11/18/2024	33258	Crescent Supply	222.11	
Bill Pmt -Checl	11/18/2024	33259	Frontier-3755	345.29	
Bill Pmt -Checl	11/18/2024	33260	Graphic Print Stop	62.43	
Bill Pmt -Checl	11/18/2024	33261	Hospital Biomedical Services	669.00	
Bill Pmt -Checl	11/18/2024	33262	Liquid Spring	105.31	
Bill Pmt -Checl	11/18/2024	33263	McKesson Medical Surgical Inc.	719.41	
Bill Pmt -Checl	11/18/2024	33264	Mission Linen Supply	1,178.56	
Bill Pmt -Checl	11/18/2024	33265	MO-CAL Office Solutions	109.74	
Bill Pmt -Checl	11/18/2024	33266	Monique Whitworth	600.00	
Bill Pmt -Checl	11/18/2024	33267	NARHC	450.00	
Bill Pmt -Checl	11/18/2024	33268	Patterson Tire	300.88	

**Del Puerto Health Care District
Warrants by Bank Account
November 2024**

Type	Date	Num	Name	Credit	Notes
Bill Pmt -Checl	11/18/2024	33269	Petty Cash	130.35	
Bill Pmt -Checl	11/18/2024	33270	Ramirez, Silvia - REIMB (Board)	189.12	
Bill Pmt -Checl	11/18/2024	33271	Sanofi Pasteur, Inc	4,971.72	
Bill Pmt -Checl	11/18/2024	33272	Stanislaus Co. Tax Collector	3,361.62	
Bill Pmt -Checl	11/18/2024	33273	Stericycle / Shred-it	116.46	
Bill Pmt -Checl	11/18/2024	33274	Stericycle / Shred-it	337.76	
Bill Pmt -Checl	11/18/2024	33275	West Side Storage Baldwin	216.00	
Bill Pmt -Checl	11/18/2024	33276	Westside Landscape & Concrete	302.00	
Bill Pmt -Checl	11/18/2024	33277	WIPFLi LLP	30,773.96	
Bill Pmt -Checl	11/18/2024	33278	Zoll	853.96	
Total 101.011 - TCB-Operating Checking 1739				316,709.51	
101.012 - TCB-Payroll Account 2999					
Liability Check	11/01/2024		Payroll Direct Deposit	18,081.70	
Liability Check	11/06/2024		Payroll Direct Deposit	108,221.84	
Liability Check	11/20/2024		Payroll Direct Deposit	111,277.05	
Liability Check	11/07/2024	EFT	Corebridge / AIG / VALIC	18,084.71	
Liability Check	11/21/2024	EFT	Corebridge / AIG / VALIC	17,201.56	
Liability Check	11/26/2024	EFT	AFLAC	1,254.44	
Liability Check	11/26/2024	EFT	CA Choice	54,148.35	
Liability Check	11/26/2024	EFT	Principal Life Insurance Co	8,160.22	
Liability Check	11/07/2024	E-pay	EDD State of California	8,338.19	
Liability Check	11/07/2024	E-pay	Internal Revenue Service	39,700.51	
Liability Check	11/21/2024	E-pay	EDD State of California	8,792.42	
Liability Check	11/21/2024	E-pay	Internal Revenue Service	41,844.72	
Paycheck	11/07/2024	25855	Employee Payroll	3,422.72	
Paycheck	11/07/2024	25856	Employee Payroll	776.60	
Paycheck	11/07/2024	25857	Employee Payroll	1,072.44	
Liability Check	11/07/2024	25858	United Steelworkers	440.88	
Liability Check	11/07/2024	25859	Franchise Tax Board	653.22	
Liability Check	11/07/2024	25860	Stanislaus County Sheriff - Garn 37	100.00	
Paycheck	11/21/2024	25861	Employee Payroll	3,488.72	
Paycheck	11/21/2024	25862	Employee Payroll	1,372.90	
Liability Check	11/21/2024	25863	Franchise Tax Board	662.11	
Liability Check	11/21/2024	25864	Stanislaus County Sheriff - Garn 37	100.00	
Liability Check	11/21/2024	25865	United Steelworkers	404.15	
Liability Check	11/26/2024	25866	LegalShield	600.40	
Total 101.012 - TCB-Payroll Account 2999				448,199.85	
101.015 - TCB - Keystone C 8641					
Bill Pmt -Checl	11/18/2024	EFT	TID Turlock Irrigation District +06	487.60	
Bill Pmt -Checl	11/18/2024	10419	Chapman & Patton	9,500.00	Appraisal of Keystone C
Bill Pmt -Checl	11/18/2024	10420	City Of Patterson-H2O, sewer, garbag	226.30	
Bill Pmt -Checl	11/18/2024	10421	Gilberto Arroyo-06	380.00	
Bill Pmt -Checl	11/18/2024	10422	Stanislaus Co. Tax Collector	3,808.19	
Total 101.015 - TCB - Keystone C 8641				14,402.09	
Total 101.010 - Tri Counties Bank				779,311.45	
Total 101.000 - Cash and cash equivalents				779,311.45	
103.000 - Restricted Funds					
103.100 - TCB-USDA Debt Reserve 7237					
Check	11/15/2024	eft	USDA Rural Development Loan-EFT	10,060.00	
Total 103.100 - TCB-USDA Debt Reserve 7237				10,060.00	
Total 103.000 - Restricted Funds				10,060.00	
TOTAL				789,371.45	
Less: Irregular Items (highlighted above)				127,985.40	
NET WARRANTS ISSUED - NOVEMBER 2024				661,386.05	

Del Puerto Health Care District
Balance Sheet
As of December 31, 2024

	%	%		%		
	Dec 31, 24	Nov 30, 24	Change	Dec 31, 23	Change	Notes
ASSETS						
Current Assets						
Total Checking/Savings	5,627,836	5,894,613	(5%)	3,803,930	48%	
Total Accounts Receivable	1,099,671	1,129,290	(3%)	1,082,185	2%	
Total Other Current Assets	1,217,099	1,070,343	14%	1,178,972	3%	
Total Current Assets	7,944,606	8,094,246	(2%)	6,065,087	31%	
Fixed Assets						
Total 151.000 · Capital assets	5,336,688	5,147,926	4%	4,871,073	10%	
Total Fixed Assets	5,336,688	5,147,926	4%	4,871,073	10%	
Other Assets						
150.000 · Lease Receivable - Non Current	208,111	208,111		273,263	(24%)	
Total Other Assets	208,111	208,111		273,263	(24%)	
TOTAL ASSETS	13,489,405	13,450,283	0%	11,209,423	20%	
LIABILITIES & EQUITY						
Liabilities						
Total Current Liabilities	860,169	857,330	0%	490,925	75%	
Total Long Term Liabilities	1,561,231	1,567,156	(0%)	1,693,123	(8%)	
Total Liabilities	2,421,400	2,424,486	(0%)	2,184,048	11%	
Equity						
350.000 · Unrestricted Assets	4,126,772	4,242,150	(3%)	2,547,117	62%	
Total 360.000 · Assigned Fund Balance	2,631,082	2,672,135	(2%)	2,634,870	(0%)	
Total 370.000 · Restricted Fund Balance	1,760,184	1,596,498	10%	616,422	186%	
390.000 · Net Fixed Assets (Capital)	2,492,762	2,492,762		2,492,762		
Net Income	57,210	22,253	157%	734,204	(92%)	<i>YTD Net Income</i>
Total Equity	11,068,010	11,025,798	0%	9,025,375	23%	
TOTAL LIABILITIES & EQUITY	13,489,410	13,450,284	0%	11,209,423	20%	

	Dec 31, 24	Nov 30, 24
Month End Cash Balance	5,627,836	5,894,613
101.015 - TCB Keystone C 8641	(79,780)	(62,866)
103.100 - TCB USDA Debt Reserve 7237	(150,969)	(122,971)
370.010 - Mitigation Fees	(1,447,408)	(1,440,037)
360.030 - Asset Replacement Fund	(1,140,082)	(1,181,135)
AP & Payroll Liabilities	(581,689)	(578,825)
UNENCUMBERED CASH	2,227,908	2,508,779
Percent of Operating Reserve	149%	168%
360.070 - Operating Reserve	1,491,000	1,491,000

Del Puerto Health Care District
YTD by Class
July through December 2024

	Total 01 Administration			Ambulance		Total 03 Del Puerto Health Center			Total 090 Other Non-Operating			Total 096 Keystone Bldg C			TOTAL		OVERALL BUDGET	
	Jul - Dec 24	Budget	Annual Budget	Jul - Dec 24	Budget	Annual Budget	Jul - Dec 24	Budget	Annual Budget	Jul - Dec 24	Budget	Annual Budget	Jul - Dec 24	Budget	Jul '24 - Jun 25	Jul - Dec 24		Budget
Ordinary Income/Expense																		
Income																		
401.000 · Gross Patient Service Revenue				5,001,509	5,383,913	10,767,826	2,213,040	2,314,088	4,868,174							7,214,549	7,698,001	15,636,000
403.000 · Adjustments				(2,829,643)	(2,907,313)	(5,814,626)	(549,762)	(231,206)	(462,412)							(3,379,405)	(3,138,519)	(6,277,038)
405.000 · Bad Debt				(605,398)	(334,601)	(669,203)	25,235	(22,976)	(45,953)							(580,163)	(357,577)	(715,156)
407.000 · Other Income	1,296	1,000	2,000	4,043	4,065	8,130	4,050	6,313	12,626							9,389	11,378	22,756
Total Income	1,296	1,000	2,000	1,570,511	2,146,064	4,292,127	1,692,563	2,066,218	4,372,435							3,264,370	4,213,282	8,666,562
Gross Profit	1,296	1,000	2,000	1,570,511	2,146,064	4,292,127	1,692,563	2,066,218	4,372,435							3,264,370	4,213,282	8,666,562
Expense																		
601.000 · Salaries & Wages	326,502	336,164	665,742	1,012,629	1,036,739	2,056,156	920,929	953,105	1,884,813							2,260,060	2,326,008	4,606,711
602.000 · Employee Benefits	70,364	88,708	178,073	229,431	235,850	471,893	252,289	282,047	562,698							552,084	606,605	1,212,664
603.000 · Professional Fees	67,221	105,000	164,000	12,349	19,500	74,000	261,631	228,616	434,392							341,201	353,116	690,942
604.000 · Purchased Services	7,537	7,593	14,733	118,106	128,826	257,651	224,175	210,747	421,494							349,818	347,166	693,878
605.000 · Supplies	3,068	4,140	8,280	47,549	45,756	91,511	69,285	53,367	106,734							119,902	103,263	206,525
606.000 · Utilities	4,352	4,109	8,218	14,147	13,227	26,455	23,971	23,542	47,065							42,470	40,878	81,738
607.000 · Rental and Lease	123	139	277				1,296	1,296	2,592							1,419	1,435	2,869
608.000 · Insurance Coverages	26,296	20,896	41,792	116,968	105,809	211,619	71,920	70,624	141,249							215,184	197,329	394,660
609.000 · Maintenance & Repairs	886	663	1,266	63,099	43,601	87,202	23,869	19,598	39,196							87,854	63,862	127,664
610.000 · Depreciation and Amortization	6,098	5,275	10,549	116,446	121,000	242,000	46,812	44,608	89,215				23,994	23,798	24,300	193,350	194,681	371,707
611.000 · Other operating expenses	59,850	56,644	83,894	254,284	277,384	517,346	56,559	68,603	137,178			24,300				370,693	402,631	762,718
699.999 · Condensed Item Adj. Expense	(541,505)	(545,587)	(1,096,814)	270,752	272,793	548,407	270,752	272,793	548,407									(1)
Total Expense	30,792	83,742	80,010	2,255,761	2,300,486	4,584,240	2,223,488	2,228,947	4,443,583			24,300	23,994	23,798	24,300	4,534,035	4,636,973	9,152,076
Net Ordinary Income	(29,496)	(82,743)	(78,010)	(685,250)	(154,422)	(292,113)	(530,925)	(162,729)	(71,148)			(24,300)	(23,994)	(23,798)	(24,300)	(1,269,665)	(423,692)	(485,514)
Other Income/Expense																		
Other Income																		
701.000 · District Tax Revenues				125,730	125,729	251,459				864,348	917,500	1,835,000				990,078	1,043,229	2,086,459
702.000 · Impact Mitigation Fees										258,758						258,758		
703.000 · Investment Income							0			62,146	36,000	70,000				62,146	36,000	70,000
704.000 · Interest Expense							(25,499)	(25,499)	(50,200)							(25,499)	(25,499)	(50,200)
705.000 · Tenant Revenue													68,151	58,010	84,958	68,151	58,010	84,958
710.000 · Misc Other Income		1,000	2,000				1,254	3,000	5,000						599,000	1,254	4,000	606,000
Total Other Income		1,000	2,000	125,730	125,729	251,459	(24,245)	(22,499)	(45,200)	1,185,252	953,500	1,905,000	68,151	58,010	683,958	1,354,888	1,115,740	2,797,217
Other Expense																		
802.000 · Keystone District Expense													18,680	8,253	10,317	18,680	8,253	10,317
810.000 · Misc Other Expense										9,333	100,000	100,000				9,333	100,000	100,000
Total Other Expense										9,333	100,000	100,000	18,680	8,253	10,317	28,013	108,253	110,317
Net Other Income		1,000	2,000	125,730	125,729	251,459	(24,245)	(22,499)	(45,200)	1,175,919	853,500	1,805,000	49,471	49,756	673,641	1,326,875	1,007,486	2,686,900
Net Income	(29,496)	(81,743)	(76,010)	(559,520)	(28,693)	(40,654)	(555,170)	(185,228)	(116,348)	1,175,919	853,500	1,780,700	25,477	25,958	643,698	57,210	583,794	2,201,386

Del Puerto Health Care District Warrants by Bank Account

December 2024

Type	Date	Num	Name	Credit	Notes
101.000 - Cash and cash equivalents					
101.010 - Tri Counties Bank					
101.011 - TCB-Operating Checking 1739					
Check	12/31/2024			25.00	
Bill Pmt -Checl	12/03/2024	ACH	Amazon	630.46	
Bill Pmt -Checl	12/03/2024	ACH	Data Path, Inc	6,339.24	
Bill Pmt -Checl	12/03/2024	ACH	Life Line	2,059.91	
Bill Pmt -Checl	12/03/2024	ACH	Pacific Records Management	322.83	
Bill Pmt -Checl	12/03/2024	ACH	Staples Advantage	509.39	
Bill Pmt -Checl	12/19/2024	ACH	Amazon	57.16	
Bill Pmt -Checl	12/19/2024	ACH	Beta Healthcare - Workers Comp	7,492.83	
Bill Pmt -Checl	12/19/2024	ACH	Beta Healthcare Group	17,913.08	
Bill Pmt -Checl	12/19/2024	ACH	Staples Advantage	81.34	
Bill Pmt -Checl	12/03/2024	EFT	DeliverHealth	237.00	
Bill Pmt -Checl	12/03/2024	EFT	PG&E	55.41	
Bill Pmt -Checl	12/03/2024	EFT	TID Turlock Irrigation District +06	1,244.76	
Bill Pmt -Checl	12/09/2024	EFT	Umpqua Bank	11,550.05	
Bill Pmt -Checl	12/19/2024	EFT	ABW Medical, LLC	10,131.00	
Bill Pmt -Checl	12/19/2024	EFT	AP Logic	9,886.00	
Bill Pmt -Checl	12/19/2024	EFT	City Of Patterson-H2O, sewer, garbag	882.45	
Bill Pmt -Checl	12/19/2024	EFT	DeliverHealth	79.00	
Bill Pmt -Checl	12/31/2024	EFT	PG&E	172.89	
Bill Pmt -Checl	12/20/2024	EFT	Athena Health, Inc.	22,297.52	
Check	12/31/2024	Wire	Chicago Title	100,030.00	Deposit - Mahaffey North
Bill Pmt -Checl	12/03/2024	33279	Airgas USA, LLC	494.78	
Bill Pmt -Checl	12/03/2024	33280	Bound Tree Medical LLC	451.42	
Bill Pmt -Checl	12/03/2024	33282	Cole Huber (Cota Cole)	6,300.82	
Bill Pmt -Checl	12/03/2024	33283	Economic & Planning Systems, Inc	1,746.25	Nexus Study
Bill Pmt -Checl	12/03/2024	33284	ELLKAY Healthcare Connectivity	1,536.00	
Bill Pmt -Checl	12/03/2024	33285	GreenWorks Janitorial Services	4,145.00	
Bill Pmt -Checl	12/03/2024	33286	Jorgensen & Co.	468.57	
Bill Pmt -Checl	12/03/2024	33287	Life-Assist	745.28	
Bill Pmt -Checl	12/03/2024	33288	McAuley Ford	306.44	
Bill Pmt -Checl	12/03/2024	33289	McKesson Medical Surgical Inc.	8,548.75	
Bill Pmt -Checl	12/03/2024	33290	MD - Bains, Gurvijay	888.00	
Bill Pmt -Checl	12/03/2024	33291	MD - Rodriguez, Jose	38,188.33	
Bill Pmt -Checl	12/03/2024	33292	Mission Linen Supply	597.96	
Bill Pmt -Checl	12/03/2024	33293	Patterson City Tow Service	375.00	
Bill Pmt -Checl	12/03/2024	33294	Patterson Irrigator	30.00	
Bill Pmt -Checl	12/03/2024	33295	Paul Oil Co., Inc.	2,664.39	
Bill Pmt -Checl	12/03/2024	33296	Riggs Ambulance Service, Inc.	80.00	
Bill Pmt -Checl	12/03/2024	33297	Rush Truck Center Ceres	2,151.20	
Bill Pmt -Checl	12/03/2024	33298	Sanofi Pasteur, Inc	1,179.86	
Bill Pmt -Checl	12/03/2024	33299	Stanislaus Co. Clerk-Recorder	75.00	
Bill Pmt -Checl	12/03/2024	33300	Stericycle	638.87	
Bill Pmt -Checl	12/03/2024	33301	Stericycle	191.45	
Bill Pmt -Checl	12/03/2024	33302	Verizon Wireless	594.68	
Bill Pmt -Checl	12/03/2024	33303	Zoll	853.96	
Bill Pmt -Checl	12/03/2024	33304	City of Patterson-Business Licenses	3,627.84	
Bill Pmt -Checl	12/13/2024	33305	Papapolloni Bistro	3,178.68	2024 Dinner Costs
Bill Pmt -Checl	12/13/2024	33306	HOST - Helping Others Sleep	9,333.33	HOST Donation
Bill Pmt -Checl	12/19/2024	33307	Airgas USA, LLC	99.00	
Bill Pmt -Checl	12/19/2024	33308	AMR-American Medical Response	6,815.40	
Bill Pmt -Checl	12/19/2024	33309	CalMuni Statistics	1,125.00	
Bill Pmt -Checl	12/19/2024	33310	City Of Patterson-H2O, sewer, garbag	595.06	
Bill Pmt -Checl	12/19/2024	33311	Comcast - Other	192.72	
Bill Pmt -Checl	12/19/2024	33312	Comcast Business Voice Edge	2,264.13	
Bill Pmt -Checl	12/19/2024	33313	Crescent Supply	178.53	
Bill Pmt -Checl	12/19/2024	33314	Economic & Planning Systems, Inc	1,746.25	Nexus Study
Bill Pmt -Checl	12/19/2024	33315	Frontier-3755	345.15	

Del Puerto Health Care District Warrants by Bank Account

December 2024

Type	Date	Num	Name	Credit	Notes
Bill Pmt -Checl	12/19/2024	33316	Hendrickson Consulting	4,890.00	CIP - Building Project
Bill Pmt -Checl	12/19/2024	33317	Language Line	169.17	
Bill Pmt -Checl	12/19/2024	33318	McKesson Medical Surgical Inc.	3,061.17	
Bill Pmt -Checl	12/19/2024	33319	Mission Linen Supply	896.94	
Bill Pmt -Checl	12/19/2024	33320	MO-CAL Office Solutions	254.91	
Bill Pmt -Checl	12/19/2024	33321	Monique Whitworth	600.00	
Bill Pmt -Checl	12/19/2024	33322	MurphyAustin	4,242.50	CIP - Building Project
Bill Pmt -Checl	12/19/2024	33323	NVB Equipment	407.00	
Bill Pmt -Checl	12/19/2024	33324	Patterson Irrigator	150.00	
Bill Pmt -Checl	12/19/2024	33325	Paul Oil Co., Inc.	5,575.40	
Bill Pmt -Checl	12/19/2024	33326	Physicians Service Bureau	335.38	
Bill Pmt -Checl	12/19/2024	33327	Rapid-O's Autobody & Lube	2,233.48	
Bill Pmt -Checl	12/19/2024	33328	Rush Truck Center Ceres	1,225.12	
Bill Pmt -Checl	12/19/2024	33329	SEMSA Sierra Medical Services Alliar	9,438.00	
Bill Pmt -Checl	12/19/2024	33330	SEMSA Sierra Medical Services Alliar	8,408.40	
Bill Pmt -Checl	12/19/2024	33331	SEMSA Sierra Medical Services Alliar	9,266.40	
Bill Pmt -Checl	12/19/2024	33332	Stericycle / Shred-it	116.46	
Bill Pmt -Checl	12/19/2024	33333	Stericycle / Shred-it	337.76	
Bill Pmt -Checl	12/19/2024	33334	The Electric Company	175.00	
Bill Pmt -Checl	12/19/2024	33335	Walker Advisory, Inc.	9,076.25	CIP - Building Project
Bill Pmt -Checl	12/19/2024	33336	Walker Advisory, Inc.	3,993.50	CIP - Building Project
Bill Pmt -Checl	12/19/2024	33337	Westside Landscape & Concrete	540.00	
Bill Pmt -Checl	12/19/2024	33338	WIPFLi LLP	6,500.00	Nexus Study
Bill Pmt -Checl	12/19/2024	33339	Workbench True Value Hdwe.	67.50	
Total 101.011 - TCB-Operating Checking 1739				366,710.76	
101.012 - TCB-Payroll Account 2999					
Liability Check	12/04/2024		Payroll Dirrect Deposit	107,489.60	
Liability Check	12/18/2024		Payroll Dirrect Deposit	104,877.19	
Liability Check	12/24/2024		Payroll Dirrect Deposit	3,706.93	
Liability Check	12/31/2024		Payroll Dirrect Deposit	104,899.89	1st Payroll-January
Liability Check	12/11/2024	EFT	Corebridge / AIG / VALIC	18,422.49	
Liability Check	12/19/2024	EFT	Corebridge / AIG / VALIC	18,049.60	
Liability Check	12/23/2024	EFT	AFLAC	1,254.44	
Liability Check	12/23/2024	EFT	CA Choice	52,594.90	
Liability Check	12/23/2024	EFT	Principal Life Insurance Co	8,535.35	
Liability Check	12/05/2024	E-pay	EDD State of California	8,199.91	
Liability Check	12/05/2024	E-pay	Internal Revenue Service	40,145.84	
Liability Check	12/17/2024	E-pay	EDD State of California	191.33	
Liability Check	12/19/2024	E-pay	EDD State of California	90.81	
Liability Check	12/17/2024	E-pay	Internal Revenue Service	1,299.68	
Liability Check	12/19/2024	E-pay	Internal Revenue Service	39,349.85	
Liability Check	12/17/2024	E-pay	EDD State of California	8,018.72	
Liability Check	12/23/2024	E-pay	EDD State of California	612.98	
Liability Check	12/23/2024	E-pay	Internal Revenue Service	4,712.41	
Paycheck	12/05/2024	25867	Employee Payroll	2,606.82	
Paycheck	12/05/2024	25868	Employee Payroll	585.23	
Liability Check	12/03/2024	25869	Franchise Tax Board	479.62	
Liability Check	12/03/2024	25870	United Steelworkers	388.08	
Liability Check	12/03/2024	25871	Stanislaus County Sheriff - Garn 37	100.00	
Paycheck	12/13/2024	25872	Employee Payroll	500.00	
Paycheck	12/13/2024	25873	Employee Payroll	500.00	
Paycheck	12/13/2024	25874	Employee Payroll	500.00	
Paycheck	12/13/2024	25875	Employee Payroll	500.00	
Paycheck	12/13/2024	25876	Employee Payroll	500.00	
Paycheck	12/13/2024	25877	Employee Payroll	500.00	
Paycheck	12/13/2024	25878	Employee Payroll	500.00	
Paycheck	12/13/2024	25879	Employee Payroll	500.00	
Paycheck	12/13/2024	25880	Employee Payroll	500.00	
Paycheck	12/13/2024	25881	Employee Payroll	500.00	
Paycheck	12/13/2024	25882	Employee Payroll	375.00	

**Del Puerto Health Care District
Warrants by Bank Account**

December 2024

Type	Date	Num	Name	Credit	Notes
Paycheck	12/13/2024	25883	Employee Payroll	500.00	
Paycheck	12/13/2024	25884	Employee Payroll	500.00	
Paycheck	12/13/2024	25885	Employee Payroll	375.00	
Paycheck	12/13/2024	25886	Employee Payroll	250.00	
Paycheck	12/13/2024	25887	Employee Payroll	500.00	
Paycheck	12/19/2024	25888	Employee Payroll	328.26	
Paycheck	12/19/2024	25889	Employee Payroll	3,226.33	
Paycheck	12/19/2024	25890	Employee Payroll	543.47	
Paycheck	12/19/2024	25891	Employee Payroll	745.73	
Paycheck	12/19/2024	25892	Employee Payroll	1,328.79	
Liability Check	12/19/2024	25893	Franchise Tax Board	515.42	
Liability Check	12/19/2024	25894	United Steelworkers	357.49	
Liability Check	12/19/2024	25895	Stanislaus County Sheriff - Garn 37	100.00	
Paycheck	12/23/2024	25896	Employee Payroll	254.75	
Liability Check	12/23/2024	25897	LegalShield	729.05	
Total 101.012 · TCB-Payroll Account 2999				542,240.96	
101.015 · TCB - Keystone C 8641					
Bill Pmt -Checl	12/03/2024	EFT	TID Turlock Irrigation District +06	359.32	
Bill Pmt -Checl	12/19/2024	10423	City Of Patterson-H2O, sewer, garbac	164.80	
Total 101.015 · TCB - Keystone C 8641				524.12	
Total 101.010 · Tri Counties Bank				909,475.84	
Total 101.000 · Cash and cash equivalents				909,475.84	
103.000 · Restricted Funds					
103.100 · TCB-USDA Debt Reserve 7237					
Check	12/15/2024	EFT	USDA Rural Development Loan-EFT	10,060.00	
Total 103.100 · TCB-USDA Debt Reserve 7237				10,060.00	
Total 103.000 · Restricted Funds				10,060.00	
TOTAL				919,535.84	
Less: Irregular Items highlighted				144,736.76	
1st Payroll for January 2025				104,899.89	
HC Incentive				7,500.00	
				257,136.65	
NET WARRANTS ISSUED - DEC 2024				662,399.19	

Del Puerto Health Care District
Balance Sheet
As of January 31, 2025

	Jan 31, 25	Dec 31, 24	Change	Jan 31, 24	Change	Notes
ASSETS						
Current Assets						
Total Checking/Savings	6,600,580	5,627,836	17%	4,965,239	33%	
Total Accounts Receivable	1,142,448	1,099,671	4%	1,115,759	2%	
Total Other Current Assets	182,975	1,217,099	(85%)	169,522	8%	
Total Current Assets	7,926,003	7,944,606	(0%)	6,250,520	27%	
Fixed Assets						
Total 151.000 - Capital assets	5,341,418	5,336,688	0%	4,843,480	10%	
Total Fixed Assets	5,341,418	5,336,688	0%	4,843,480	10%	
Other Assets						
150.000 - Lease Receivable - Non Current	208,111	208,111		273,263	(24%)	
Total Other Assets	208,111	208,111		273,263	(24%)	
TOTAL ASSETS	13,475,532	13,489,405	(0%)	11,367,263	19%	
LIABILITIES & EQUITY						
Liabilities						
Total Current Liabilities	817,921	860,169	(5%)	463,840	76%	
Total Long Term Liabilities	1,555,594	1,561,231	(0%)	1,687,538	(8%)	
Total Liabilities	2,373,515	2,421,400	(2%)	2,151,378	10%	
Equity						
350.000 - Unrestricted Assets	4,046,772	4,126,772	(2%)	1,961,117	106%	
Total 360.000 - Assigned Fund Balance	2,631,082	2,631,082		2,980,870	(12%)	
Total 370.000 - Restricted Fund Balance	1,843,723	1,760,184	5%	856,422	115%	
390.000 - Net Fixed Assets (Capital)	2,492,762	2,492,762		2,492,762		
Net Income	87,679	57,210	53%	924,716	(91%)	YTD overall net income
Total Equity	11,102,018	11,068,010	0%	9,215,887	20%	
TOTAL LIABILITIES & EQUITY	13,475,533	13,489,410	(0%)	11,367,265	19%	

	Jan 31, 25	Dec 31, 24
Month End Cash Balance	6,600,580	5,627,836
101.015 - TCB Keystone C 8641	(91,227)	(79,780)
103.100 - TCB USDA Debt Reserve 7237	(122,975)	(150,969)
370.010 - Mitigation Fees	(1,138,222)	(1,212,067)
360.030 - Asset Replacement Fund	(1,140,082)	(1,140,082)
AP & Payroll Liabilities	(746,446)	(786,616)
UNENCUMBERED CASH	3,361,628	2,258,322
Percent of Operating Reserve	225%	151%
360.070 - Operating Reserve	1,491,000	1,491,000

Del Puerto Health Care District
YTD by Class
July 2024 through January 2025

	Total 01 Administration			Total 02 Patterson District Ambulance			Total 03 Del Puerto Health Center			Total 090 Other Non-Operating			Total 096 Keystone Bldg C			TOTAL			
	Jul 24 - Jan 25	Budget	Annual Budget	Jul 24 - Jan 25	Budget	Annual Budget	Jul 24 - Jan 25	Budget	Annual Budget	Jul 24 - Jan 25	Budget	Annual Budget	Jul 24 - Jan 25	Budget	Jul 24 - Jun 25	Jul 24 - Jan 25	Budget	OVERALL BUDGET	
Ordinary Income/Expense																			
Income																			
401.000 · Gross Patient Service Revenue				5,929,608	6,281,232	10,767,826	2,616,136	2,739,769	4,868,174								8,545,744	9,021,001	15,636,000
403.000 · Adjustments				(3,421,313)	(3,391,865)	(5,814,626)	(566,840)	(269,740)	(462,412)								(3,988,153)	(3,661,605)	(6,277,038)
405.000 · Bad Debt				(665,487)	(390,368)	(669,203)	21,938	(26,806)	(45,953)								(643,549)	(417,174)	(715,156)
407.000 · Other Income	283	1,167	2,000	4,118	4,743	8,130	4,660	7,365	12,626								9,061	13,275	22,756
Total Income	283	1,167	2,000	1,846,926	2,503,741	4,292,127	2,075,895	2,450,588	4,372,435								3,923,104	4,955,496	8,666,562
Gross Profit	283	1,167	2,000	1,846,926	2,503,741	4,292,127	2,075,895	2,450,588	4,372,435								3,923,104	4,955,496	8,666,562
Expense																			
601.000 · Salaries & Wages	378,724	394,387	665,742	1,197,868	1,212,029	2,056,156	1,070,264	1,119,084	1,884,813								2,646,856	2,725,500	4,606,711
602.000 · Employee Benefits	85,066	104,215	178,073	273,006	275,358	471,893	299,279	328,861	562,698								657,351	708,434	1,212,664
603.000 · Professional Fees	69,718	120,500	164,000	12,349	32,750	74,000	299,819	270,750	434,392								381,886	424,000	690,942
604.000 · Purchased Services	10,009	8,783	14,733	139,361	150,296	257,651	264,093	245,872	421,494								413,463	404,951	693,878
605.000 · Supplies	3,799	4,830	8,280	56,272	53,381	91,511	72,328	62,261	106,734								132,399	120,472	206,525
606.000 · Utilities	4,978	4,794	8,218	16,230	15,432	26,455	28,096	27,463	47,065								49,304	47,689	81,738
607.000 · Rental and Lease	425	139	277			1,512	1,512	1,512	2,592								1,937	1,651	2,869
608.000 · Insurance Coverages	30,879	24,379	41,792	148,702	123,444	211,619	86,778	82,395	141,249								266,359	230,218	394,660
609.000 · Maintenance & Repairs	6,432	763	1,266	74,815	50,868	87,202	27,006	22,864	39,196								108,253	74,495	127,664
610.000 · Depreciation and Amortization	7,152	6,154	10,549	136,126	141,167	242,000	54,609	52,042	89,215				28,037	27,765	24,300		225,924	227,128	371,707
611.000 · Other operating expenses	74,374	60,936	83,894	325,245	358,077	517,346	66,176	80,032	137,178			24,300					465,795	499,045	762,718
699.999 · Condensed Item Adj. Expense	(631,261)	(637,458)	(1,096,814)	315,631	318,729	548,407	315,631	318,729	548,407								0	0	(0)
Total Expense	40,293	92,420	80,010	2,695,604	2,731,532	4,584,240	2,585,591	2,611,865	4,443,583			24,300	28,037	27,765	24,300		5,349,525	5,463,582	9,152,076
Net Ordinary Income	(40,010)	(91,253)	(78,010)	(848,678)	(227,792)	(292,113)	(509,697)	(161,278)	(71,148)			(24,300)	(28,037)	(27,765)	(24,300)		(1,426,422)	(508,088)	(485,514)
Other Income/Expense																			
Other Income																			
701.000 · District Tax Revenues				146,685	146,684	251,459				1,008,406	1,070,417	1,835,000					1,155,091	1,217,101	2,086,459
702.000 · Impact Mitigation Fees										258,758							258,758		
703.000 · Investment Income							0			76,424	44,000	70,000					76,424	44,000	70,000
704.000 · Interest Expense							(29,922)	(29,753)	(50,200)								(29,922)	(29,753)	(50,200)
705.000 · Tenant Revenue													79,629	67,678	84,958		79,629	67,678	84,958
710.000 · Misc Other Income	2,640	2,000	2,000				1,254	3,000	5,000						599,000		3,894	5,000	606,000
Total Other Income	2,640	2,000	2,000	146,685	146,684	251,459	(28,668)	(26,753)	(45,200)	1,334,588	1,114,417	1,905,000	79,629	67,678	683,958		1,543,874	1,304,026	2,797,217
Other Expense																			
802.000 · Keystone District Expense													20,440	9,629	10,317		20,440	9,629	10,317
810.000 · Misc Other Expense										9,333	100,000	100,000					9,333	100,000	100,000
Total Other Expense										9,333	100,000	100,000	20,440	9,629	10,317		29,773	109,629	110,317
Net Other Income	2,640	2,000	2,000	146,685	146,684	251,459	(28,668)	(26,753)	(45,200)	1,334,255	1,014,417	1,805,000	59,189	58,049	673,641		1,514,101	1,194,397	2,686,900
Net Income	(37,370)	(89,253)	(76,010)	(701,993)	(81,107)	(40,654)	(538,365)	(188,031)	(116,348)	1,334,255	1,014,417	1,780,700	31,152	30,284	643,698		87,679	686,310	2,201,386

Del Puerto Health Care District Warrants by Bank Account

January 2025

Type	Date	Num	Name	Credit	Notes
101.000 - Cash and cash equivalents					
101.010 - Tri Counties Bank					
101.011 - TCB-Operating Checking 1739					
Check	01/31/2025			25.00	
Bill Pmt -Check	01/03/2025	ACH	MD - Rodriguez, Jose	38,188.33	
					<i>PP GEMT IGT 1/4 of CY</i>
Bill Pmt -Check	01/06/2025	ACH	CA DHCS (PP-GEMT, IGT)	57,341.80	2025
Bill Pmt -Check	01/06/2025	ACH	Pacific Records Management	333.60	
Bill Pmt -Check	01/06/2025	ACH	Stryker Sales Corporation	424.44	
Bill Pmt -Check	01/07/2025	ACH	City Signs	4,343.41	
Bill Pmt -Check	01/14/2025	ACH	Data Path, Inc	11,332.98	
Bill Pmt -Check	01/14/2025	ACH	Staples Advantage	133.02	
Bill Pmt -Check	01/14/2025	ACH	Teleflex / Arrow	1,805.44	
Bill Pmt -Check	01/27/2025	ACH	Beta Healthcare - Workers Comp	7,492.83	
Bill Pmt -Check	01/27/2025	ACH	Beta Healthcare Group	17,913.08	
Bill Pmt -Check	01/02/2025	EFT	PG&E	494.65	
Bill Pmt -Check	01/02/2025	EFT	DeliverHealth	237.00	
Bill Pmt -Check	01/06/2025	EFT	TID Turlock Irrigation District +06	1,057.71	
Bill Pmt -Check	01/14/2025	EFT	City Of Patterson-H2O, sewer, garbag	686.15	
Bill Pmt -Check	01/14/2025	EFT	Stericycle	638.14	
Bill Pmt -Check	01/14/2025	EFT	Stericycle / Shred-it	116.99	
Bill Pmt -Check	01/14/2025	EFT	Stericycle	191.45	
Bill Pmt -Check	01/14/2025	EFT	Stericycle / Shred-it	337.88	
Bill Pmt -Check	01/05/2025	EFT	Umpqua Bank	8,790.79	
Bill Pmt -Check	01/27/2025	EFT	ABW Medical, LLC	10,131.00	
Bill Pmt -Check	01/27/2025	EFT	PG&E	213.69	
Bill Pmt -Check	01/27/2025	EFT	PG&E	504.95	
Bill Pmt -Check	01/22/2025	EFT	Athena Health, Inc.	23,929.08	
Bill Pmt -Check	01/14/2025	EFT	Stericycle	191.45	
Bill Pmt -Check	01/02/2025	33340	Airgas USA, LLC	145.38	
Bill Pmt -Check	01/02/2025	33341	FP Mailing Solutions	61.33	
Bill Pmt -Check	01/02/2025	33342	GreenWorks Janitorial Services	4,145.00	
Bill Pmt -Check	01/02/2025	33343	McAuley Ford	4,680.31	<i>Ambulance Repair &</i>
Bill Pmt -Check	01/02/2025	33344	Rapid-O's Autobody & Lube	2,867.36	<i>Maintenance</i>
Bill Pmt -Check	01/02/2025	33345	Terminix	851.52	
Bill Pmt -Check	01/02/2025	33346	Verizon Wireless	594.66	
Bill Pmt -Check	01/06/2025	33347	Bound Tree Medical LLC	1,664.65	
Bill Pmt -Check	01/06/2025	33348	Cole Huber (Cota Cole)	2,109.46	
Bill Pmt -Check	01/06/2025	33349	Life-Assist	2,359.89	
Bill Pmt -Check	01/06/2025	33350	McKesson Medical Surgical Inc.	4,633.17	
Bill Pmt -Check	01/06/2025	33351	Patterson Irrigator	30.00	
					<i>Ambulance Repair &</i>
Bill Pmt -Check	01/06/2025	33352	Rush Truck Center Ceres	2,606.87	<i>Maintenance</i>
Bill Pmt -Check	01/06/2025	33353	Stanislaus County Department of Agri	911.00	
Bill Pmt -Check	01/06/2025	33354	Stanislaus County EMS Agency	250.00	
Bill Pmt -Check	01/06/2025	33355	Zoll	1,340.57	
Bill Pmt -Check	01/08/2025	33356	West Side Storage Baldwin	216.00	
Bill Pmt -Check	01/14/2025	33357	Aaron's Professional Touch	665.00	
Bill Pmt -Check	01/14/2025	33358	Airgas USA, LLC	102.30	
Bill Pmt -Check	01/14/2025	33359	AMR-American Medical Response	7,828.50	
Bill Pmt -Check	01/14/2025	33360	Bound Tree Medical LLC	249.71	
Bill Pmt -Check	01/14/2025	33361	City Of Patterson-H2O, sewer, garbag	546.26	
Bill Pmt -Check	01/14/2025	33362	Crescent Supply	1,024.40	
Bill Pmt -Check	01/14/2025	33363	Hendrickson Consulting	2,880.00	<i>CIP-Project Purple</i>
Bill Pmt -Check	01/14/2025	33364	Language Line	997.67	
Bill Pmt -Check	01/14/2025	33365	Monique Whitworth	600.00	
Bill Pmt -Check	01/14/2025	33366	Nash & Associates	26,895.00	<i>Behavioral Grant Cost</i>
Bill Pmt -Check	01/14/2025	33367	O'Reilly Auto Parts	25.86	
Bill Pmt -Check	01/14/2025	33368	Paul Oil Co., Inc.	3,428.31	

Del Puerto Health Care District Warrants by Bank Account

January 2025

Type	Date	Num	Name	Credit	Notes
Bill Pmt -Check	01/14/2025	33369	Physicians Service Bureau	341.88	
Bill Pmt -Check	01/14/2025	33370	Rush Truck Center Ceres	566.98	
Bill Pmt -Check	01/14/2025	33371	Westside Landscape & Concrete	703.00	
Bill Pmt -Check	01/14/2025	33372	Workbench True Value Hdwe.	20.49	
Bill Pmt -Check	01/14/2025	33373	Graphic Print Stop	110.57	
Bill Pmt -Check	01/21/2025	33374	Bound Tree Medical LLC	700.72	
Bill Pmt -Check	01/21/2025	33375	Comcast Business Voice Edge	2,270.11	
Bill Pmt -Check	01/21/2025	33376	DeHart Plumbing Heating & Air Inc	861.00	
Bill Pmt -Check	01/21/2025	33377	Frontier-3755	346.12	
Bill Pmt -Check	01/21/2025	33378	Life-Assist	1,794.02	
Bill Pmt -Check	01/21/2025	33379	McKesson Medical Surgical Inc.	725.87	
Bill Pmt -Check	01/21/2025	33380	Mission Linen Supply	967.67	
Bill Pmt -Check	01/21/2025	33381	MurphyAustin	13,193.00	CIP-Project Purple
Bill Pmt -Check	01/21/2025	33382	Sanofi Pasteur, Inc	344.14	
Bill Pmt -Check	01/21/2025	33383	Stanislaus Co. Clerk-Recorder	4,192.05	unbudgeted election cost
Bill Pmt -Check	01/27/2025	33384	Economic & Planning Systems, Inc	2,955.00	CIP-Project Purple
Bill Pmt -Check	01/27/2025	33385	Graphic Print Stop	110.56	
Bill Pmt -Check	01/27/2025	33386	National Association of EMS Educator	95.00	
Bill Pmt -Check	01/27/2025	33387	Patterson City Tow Service	775.00	
Bill Pmt -Check	01/27/2025	33388	Patterson Irrigator	2,136.00	
Bill Pmt -Check	01/27/2025	33389	Paul Oil Co., Inc.	2,743.19	
					<i>Ambulance Repair & Maintenance</i>
Bill Pmt -Check	01/27/2025	33390	Rush Truck Center Ceres	2,366.33	
Bill Pmt -Check	01/27/2025	33391	SEMSA Sierra Medical Services Allian	10,639.20	
Bill Pmt -Check	01/27/2025	33392	West Side Storage Baldwin	216.00	
Total 101.011 · TCB-Operating Checking 1739				310,738.94	
101.012 · TCB-Payroll Account 2999					
Liability Check	01/16/2025		Payroll Direct Deposit	112,960.83	
Liability Check	01/29/2025		Payroll Direct Deposit	116,045.89	
Liability Check	01/02/2025	EFT	Corebridge / AIG / VALIC	34,890.69	
Liability Check	01/20/2025	EFT	Corebridge / AIG / VALIC	10,894.43	
Liability Check	01/21/2025	EFT	CA Choice	55,322.02	
Liability Check	01/30/2025	EFT	Corebridge / AIG / VALIC	10,862.84	
Liability Check	01/30/2025	EFT	Principal Life Insurance Co	8,650.70	
Liability Check	01/02/2025	E-pay	EDD State of California	3,226.74	
Liability Check	01/02/2025	E-pay	EDD State of California	7,920.05	
Liability Check	01/02/2025	E-pay	Internal Revenue Service	40,626.07	
Liability Check	01/16/2025	E-pay	EDD State of California	2,200.65	
Liability Check	01/16/2025	E-pay	EDD State of California	9,298.40	
Liability Check	01/15/2025	E-pay	Internal Revenue Service	46,545.35	
Liability Check	01/30/2025	E-pay	EDD State of California	1,084.85	
Liability Check	01/30/2025	E-pay	EDD State of California	9,532.84	
Liability Check	01/30/2025	E-pay	Internal Revenue Service	46,705.72	
Paycheck	01/02/2025	25898	Employee Payroll	2,841.20	
Paycheck	01/02/2025	25899	Employee Payroll	886.67	
Paycheck	01/02/2025	25900	Employee Payroll	1,330.25	
Liability Check	01/02/2025	25901	Stanislaus County Sheriff - Garn 37	100.00	
Liability Check	01/02/2025	25902	California State Disbursement Unit	VOID	
Liability Check	01/02/2025	25903	United Steelworkers	431.92	
Liability Check	01/02/2025	25904	Franchise Tax Board	574.48	
Paycheck	01/16/2025	25905	Employee Payroll	1,906.49	
Paycheck	01/16/2025	25906	Employee Payroll	3,790.07	
Paycheck	01/16/2025	25907	Employee Payroll	1,513.11	
Paycheck	01/16/2025	25908	Employee Payroll	1,330.24	
Paycheck	01/16/2025	25909	Employee Payroll	1,238.01	
Paycheck	01/16/2025	25910	Employee Payroll	1,335.04	
Liability Check	01/16/2025	25911	United Steelworkers	388.61	
Liability Check	01/16/2025	25912	Stanislaus County Sheriff - Garn 37	100.00	
Liability Check	01/16/2025	25913	Franchise Tax Board	842.80	
Paycheck	01/30/2025	25914	Employee Payroll	2,920.95	

Del Puerto Health Care District Warrants by Bank Account

January 2025

Type	Date	Num	Name	Credit	Notes
Paycheck	01/30/2025	25915	Employee Payroll	1,303.84	
Paycheck	01/30/2025	25916	Employee Payroll	1,745.70	
Paycheck	01/30/2025	25917	Employee Payroll	1,330.25	
Liability Check	01/30/2025	25918	LegalShield	729.05	
Liability Check	01/30/2025	25919	Franchise Tax Board	625.29	
Liability Check	01/30/2025	25920	Stanislaus County Sheriff - Garn 37	100.00	
Liability Check	01/30/2025	25921	United Steelworkers	306.91	
Liability Check	01/30/2025	25922	AFLAC	1,254.44	
Total 101.012 · TCB-Payroll Account 2999				545,693.39	
101.015 · TCB - Keystone C 8641					
Bill Pmt -Check	01/06/2025	EFT	TID Turlock Irrigation District +06	358.93	
Bill Pmt -Check	01/02/2025	10424	Terminix	89.00	
Bill Pmt -Check	01/14/2025	10425	City Of Patterson-H2O, sewer, garbag	213.60	
Bill Pmt -Check	01/14/2025	10426	Gilberto Arroyo-06	745.00	
Bill Pmt -Check	01/21/2025	10427	DeHart Plumbing Heating & Air Inc	573.00	
Bill Pmt -Check	01/27/2025	10428	DeHart Plumbing Heating & Air Inc	289.00	
Bill Pmt -Check	01/27/2025	10429	Terminix	89.00	
Total 101.015 · TCB - Keystone C 8641				2,357.53	
Total 101.010 · Tri Counties Bank				858,789.86	
Total 101.000 · Cash and cash equivalents				858,789.86	
103.000 · Restricted Funds					
103.100 · TCB-USDA Debt Reserve 7237					
Check	01/15/2025	EFT	USDA Rural Development Loan-EFT	10,060.00	
Total 103.100 · TCB-USDA Debt Reserve 7237				10,060.00	
Total 103.000 · Restricted Funds				10,060.00	
TOTAL				868,849.86	
Less: Irregular Items highlighted				119,977.72	
3rd Payroll				85,693.39	
Total				205,671.11	
NET WARRANTS ISSUED - JANUARY 2025				663,178.75	

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – February 24, 2025****10E. Res 2025-01A: Amended Declaration of Exempt Surplus Land Item # Title** **Page 1 of 2**

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: Yes

4/5 Vote Required: No

SUBJECT: **Resolution 2025-01A: Amended Declaration of Exempt Surplus Land for the Property Located at 1700 Keystone Pacific Parkway, Building C, Patterson, CA**

STAFF REPORT: The resolution declares the 0.85-acre property located at 1700 Keystone Pacific Parkway, Building C, Patterson, CA (APN 021-088-010) as "Exempt Surplus Land" under Government Code Section 54221. The Department of Housing and Community Development clarified that a different code citation should be used:

54221 (f)(1)(N): Real property that is used by a district for an agency's use expressly authorized in subdivision (c), and (B) In the case of a local agency that is a district, excepting those whose primary mission or purpose is to supply the public with a transportation system, "agency's use" may include commercial or industrial uses or activities, including nongovernmental retail, entertainment, or office development or be for the sole purpose of investment or generation of revenue if the agency's governing body takes action in a public meeting declaring that the use of the site will do one of the following: (i) Directly further the express purpose of agency work or operations. (ii) Be expressly authorized by a statute governing the local agency, provided the district complies with Section 54233.5 if applicable.

This change had been made in the resolution and submitted to the Board for amending Resolution 2025-01

DISTRICT PRIORITY: Aligns with the District's mission to establish, maintain, and support health facilities and services in compliance with California Health & Safety Code Section 32121.

FISCAL IMPACT: The sale of the property will generate revenue to be used for the acquisition of another property necessary for District use.

STAFFING IMPACT: None

CONTACT PERSON: Karin Freese, CEO

ATTACHMENT(S): Resolution 2025-01A: Declaration of Exempt Surplus Land - Amended

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – February 24, 2025****10E. Res 2025-01A: Amended Declaration of Exempt Surplus Land Item # Title****Page 2 of 2****RECOMMENDED BOARD ACTION:**

ROLL CALL REQUIRED: YES

RECOMMENDED MOTION: *I move that the Board of Directors approve Resolution No. 2025-01, declaring the property located at 1700 Keystone Pacific Parkway, Building C, Patterson, CA (APN 021-088-010), as 'Exempt Surplus Land' and authorizing the Chief Executive Officer and staff to proceed with its disposition for purposes consistent with agency use.*

<i>Motion Made By</i>	<i>Motion</i>	<i>Second</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
<i>Director Campo</i>						
<i>Director Avila</i>						
<i>Director Traore</i>						
<i>Director Ramirez</i>						
<i>Director Gomez</i>						

I, the undersigned Clerk of the Board of Directors of the Del Puerto Healthcare District, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted by the Board at a meeting thereof on the 24th day of February, 2025, by the following vote of the members thereof:

Jasmine Sanchez, Clerk of the Board

**DEL PUERTO HEALTH CARE DISTRICT
RESOLUTION NO. 2025-01A**

**A RESOLUTION DECLARING THE PROPERTY LOCATED AT 1700 KEYSTONE
PACIFIC PARKWAY, BUILDING C, PATTERSON, CA 95363 AS EXEMPT SURPLUS
LAND AND MAKING ASSOCIATED FINDINGS**

WHEREAS the Del Puerto Health Care District owns a 0.85 Acre property located at 1700 Keystone Pacific Parkway, Building C, Patterson, CA 95363, APN 021-088-010; and

WHEREAS the District has determined that the property is not considered necessary for the Agency's use; and

WHEREAS the District intends to dispose of the property via sale consistent with the powers in holds pursuant to California Health and Safety Code Section 32121 (c); and

WHEREAS the disposal/sale directly furthers the express purpose of agency work or operations; and

WHEREAS Government Code Section 54221 (f)(1)(N) authorizes the District to declare property to be disposed of as "Exempt Surplus Land" where the property is (N) Real property that is used by a district for an agency's use expressly authorized in subdivision (c), and (B) In the case of a local agency that is a district, excepting those whose primary mission or purpose is to supply the public with a transportation system, "agency's use" may include commercial or industrial uses or activities, including nongovernmental retail, entertainment, or office development or be for the sole purpose of investment or generation of revenue if the agency's governing body takes action in a public meeting declaring that the use of the site will do one of the following:

- (i) Directly further the express purpose of agency work or operations.
- (ii) Be expressly authorized by a statute governing the local agency, provided the district complies with Section 54233.5 if applicable; now

BE IT HEREBY RESOLVED by the Board of Directors of the Del Puerto Health Care District as follows:

1. The Board of Directors of the Del Puerto Health Care District finds that the 0.85 Acre property located at 1700 Keystone Pacific Parkway, Building C, Patterson, CA 95363, APN 021-088-010, owned by the District is "exempt surplus property" pursuant to Government Code Section 54221 (f)(1)(N) (N) Real property that is used by a district for an agency's use expressly authorized in subdivision (c) and also that it must be disposed of to (i) Directly further the express purpose of agency work or operations; and (ii) is expressly authorized by a statute governing the local agency, provided the district complies with Section 54233.5 if applicable, pursuant to Government Code section 54221(c)(2)(B).

2. The Board of Directors of the Del Puerto Health Care District declares that the disposal of the property is necessary and directly furthers the express purpose of Agency work or operations. Specifically, disposal is necessary for Agency work to establish, maintain or provide assistance in the operation of, one or more health facilities or health services pursuant to California Health & Safety Code Section 32121.
3. The Board of Directors of the Del Puerto Health Care District further declares 0.85 Acre property located at 1700 Keystone Pacific Parkway, Building C, Patterson, CA 95363, APN 021-088-010 owned by the District is “exempt surplus property” and finds that the Agency is disposing of the property for the acquisition of another property necessary for the agency’s use pursuant to Government Code Section 54221 (f)(1)(N) and 54221(c)(2)(B).
4. That the Board of Directors of the Del Puerto Health Care District hereby authorizes and directs staff to take all steps necessary and required to proceed with the disposition of the property for purposes of providing affordable housing in compliance with Government Code Section 54221.

PASSED AND ADOPTED by the Del Puerto Health Care District at a regular meeting held on February 24, 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Karin Freese, CEO

APPROVED AS TO FORM:

ATTEST:

David G. Ritchie, General Counsel

Jasmine Sanchez, Board Clerk

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – February 24, 2025****12C. Public Works Procurement Policy #2141****Page 1 of 2**

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: Yes

4/5 Vote Required: No

SUBJECT: Public Works Procurement Policy

STAFF REPORT: The Del Puerto Health Care District Public Works Procurement Policy establishes procedures for acquiring materials, services, and supplies for Public Works projects in line with California Government Code requirements. It authorizes the Administrative Director/CEO, or their designated representatives, to manage procurement activities, with delegation allowed through purchasing cards or written authorization. The policy sets expenditure limits and contract signature authority based on position, with the Administrative Director/CEO able to approve up to \$25,000 without Board approval. All procurement must comply with applicable laws and regulations, and violations can lead to disciplinary action. Additionally, contracts cannot be divided to bypass policy requirements, and competitive bidding is required unless exempt. Electronic commerce and signatures are permitted where applicable, ensuring that all purchases follow established guidelines.

DISTRICT PRIORITY: Comply with California Government Code requirements.**FISCAL IMPACT:****STAFFING IMPACT:****CONTACT PERSON:** Karin Freese**ATTACHMENT(S):** Del Puerto Health Care District Section: Finance Policy and Procedure Policy # 2141**RECOMMENDED BOARD ACTION:****ROLL CALL REQUIRED:** YES / NO

RECOMMENDED MOTION: *I move the Board of Directors to adopt the Public Works Procurement Policy that establishes policies and procedures for acquiring services and materials, equipment, and supplies (referred to collectively as “materials”) for Public Works projects, for the Del Puerto Health Care District (the “District”), pursuant to Government Code Section 54201 et seq.*

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – February 24, 2025

12C. Public Works Procurement Policy #2141

<i>Motion Made By</i>	<i>Motion</i>	<i>Second</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
<i>Director Campo</i>						
<i>Director Avila</i>						
<i>Director Traore</i>						
<i>Director Ramirez</i>						
<i>Director Gomez</i>						

I, the undersigned Clerk of the Board of Directors of the Del Puerto Healthcare District, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted by the Board at a meeting thereof on the 24th day of February, 2025, by the following vote of the members thereof:

Jasmine Sanchez, Clerk of the Board

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: FINANCE
POLICY NUMBER: 2141

PUBLIC WORKS PROCUREMENT POLICY	EFFECTIVE DATE
	MARCH 1, 2025

REVIEW DATE:	REVISION DATE:
POLICY SOURCE: California Special Districts Association Best Practice	

Purpose: The Del Puerto Health Care District Public Works Procurement Policy (this “Policy”) establishes policies and procedures for acquiring services and materials, equipment, and supplies (referred to collectively as “materials”) for Public Works projects, for the Del Puerto Health Care District (the “District”), pursuant to Government Code Section 54201 et seq.

California Government Code Section 54202: requires every local agency to adopt policies and procedures, including bidding regulations, governing purchases of supplies, materials and equipment for Public Works and that said purchases shall be in accordance with said duly adopted policies and procedures.

California Government Code Section 54204: requires that if the local agency is other than a city or county, policies provided for in Section 54202 shall be adopted by means of a written rule or regulation, copies of which shall be available for public distribution.

This Policy establishes the Board of Directors’ (the “Board”) approved policies with respect to the procurement of services and materials for Public Works projects, including expenditure authorization and limits, competitive proposal and bidding requirements, and general procurement procedures. All purchases of services or materials for Public Works projects to be paid for by the District must adhere to the authority level and dollar limits of this Policy as set forth in Table 2, except as otherwise provided by specific terms and exceptions set forth in this Policy.

Policy:

Authorization

- a. By adoption of this Policy, the Board is authorizing the Administrative Director / CEO, or his/her designated representatives to exercise certain duties and responsibilities that are essential for the Public Works projects of the District.
- b. The Administrative Director / CEO may delegate the procurement of services and materials for the provision of Public Works projects to those staff members given specific authority, consistent with the terms of this Policy.
- c. Delegation of purchasing authority may be through the authorized use of purchasing cards, purchase orders, check requests, or other written authorization. All such purchases will be made in conformity with the policies and procedures prescribed within this Policy.
- d. The Board-established procurement limits and contract signatory authority are listed in Table 1 below. These limits are applicable on a per-expenditure/per-contract basis, not on an aggregated basis, for unrelated activities.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: FINANCE
POLICY NUMBER: 2141

PUBLIC WORKS PROCUREMENT POLICY	EFFECTIVE DATE
	MARCH 1, 2025

Table 1

Procurement Limits and Contract Signature Authority		
Title	Budgeted Expenditures	Contract Signature Authority
<i>Administrative Director / CEO</i>	<i>up to \$25,000</i>	<i>Up to \$25,000 without Board authorization \$25,001 and over with Board authorization</i>
<i>Department Director</i>	<i>up to \$10,000</i>	<i>None</i>
<i>Department Manager</i>	<i>up to \$5,000</i>	<i>None</i>

Procurement practices shall comply with laws, regulations and guidelines of the State of California and any other applicable law, and the provisions of grant or funding contracts, if applicable.

Any employee/individual effecting any Public Works procurement action outside of the policies and procedures established by this Policy and without Administrative Director / CEO or Board authorization to do so, shall be subject to disciplinary action and/or termination in accordance with District policies.

Expenditures and Contract awards must be authorized by the appropriate authorization level indicated in Table 1.

Separating or dividing Contracts into smaller components for the purpose of bringing the cost of one or more Contracts below any specified sum to avoid a requirement in any section of this Policy or any policy incorporated herein is strictly prohibited. Contracts may be divided only to meet unique scheduling of a project or to accommodate necessary time frames. In addition, no specifications shall be drafted in such a manner as to limit competitive bidding or solicitation directly or indirectly to any one specific vendor, or any specific brand, product, thing, or service, except for those items that are approved as exempt from competitive bidding or solicitation requirements as provided.

Purchase amounts include taxes and the cost of shipping, freight fees and any other charges billed by the supplier or contractor for purposes of the authorization limits under this Policy.

Purchase authorization and expenditure limits in Table 1, and competitive solicitation requirements in Table 2 and as further set forth in this Policy, are on a per purchase/per contract basis and shall not be applied as an aggregate limit to any vendor, supplier, contractor, or consultant.

The District may use electronic commerce whenever practicable or cost-effective. The District may accept electronic signatures and records in connection with District procurement, as permitted by applicable law.

Definitions:

Administrative Director / CEO – Administrative Director / CEO of the District or the person appointed by the Board to act in the capacity of the Administrative Director / CEO and authorized to administer this Policy on his/her behalf.

Administrative Personnel – District administrative employees authorized by the Administrative Director / CEO to purchase miscellaneous items, food, and travel in support of District functions; includes any administrative position as authorized by the Administrative Director / CEO.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: FINANCE
POLICY NUMBER: 2141

PUBLIC WORKS PROCUREMENT POLICY	EFFECTIVE DATE
	MARCH 1, 2025

Amendment – A written change or addition to a legal document which, when properly executed, has the same legal validity of the original document.

Board – The Board of Directors of Del Puerto Health Care District.

Change Order – A written Amendment modifying the terms of an existing Contract or Purchase Order.

Consultant – An individual, firm or entity that provides or offers to provide Professional Services to the District.

Contingency – A predetermined amount or percentage of a Contract held for changes in a Public Works project.

Contract – Written agreement authorizing a contractor, consultant, supplier or service provider to provide materials or services, or Public Works, in accordance with the material requirements, conditions or scope of work stated in the Contract.

Cooperative Purchasing – Participation with other agencies in cooperative purchasing arrangements and programs to leverage the benefits of volume purchases, delivery and supply chain advantages, best practices, and the reduction of administrative time and expenses.

District – Del Puerto Health Care District.

Emergency – A situation in which unforeseen circumstances present an immediate risk of harm or hazard to the public health, safety, and welfare, or to the District property, or threaten serious interruption of District operations.

Finance Department – The District department assigned the duties of identifying vendors, obtaining competitive bids, issuing, and processing Purchase Order Requisitions, maintaining office inventory, and assisting the Administrative Director / CEO in the application of Policy procedures within the District.

Invitation to Bid – A formal process for soliciting sealed bids from qualified, prospective suppliers or Public Works contractors. Typically involves a formal bid opening, and the awarding of a Contract to a responsive and responsible supplier or contractor based on price and other specified factors, and as otherwise required by law.

Multiple Year Contract – A Contract for the purchase of services or materials, or for Public Works for a multiple year term or that may contain provisions to extend performance by exercising optional renewal periods. A Multiple Year Contract does not obligate the District beyond the initial award period and shall not provide for a cancellation payment to the contractor if options are not exercised.

Non-Discretionary Purchases – Payments to utilities, license renewals for software and cloud-based services that support critical business services, temporary employment services, insurance providers, healthcare providers and national, state, or local agencies that relate to routine obligations and expenses essential to the District's ability to provide service to customers and that have been approved in fiscal year operating or capital budgets.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: FINANCE
POLICY NUMBER: 2141

PUBLIC WORKS PROCUREMENT POLICY	EFFECTIVE DATE
	MARCH 1, 2025

Non-Professional Services – Services other than Professional Services, including supply and maintenance services.

Procurement – The purchase or lease of materials, supplies, equipment or services, or Public Works.

Professional Services – Any type of special service or advice in financial, economic, accounting, engineering, legal or administrative matters by persons specially trained and experienced and competent to perform the special services required. (Gov't Code § 53060.) Such services include but are not limited to architectural; engineering; environmental; financial; land surveying; Public Works management; audits; training services; legal services; preparation of planning or studies; technology application development; and personnel, job classification and benefit studies.

Public Works – As defined by California Public Code Section 22002, public projects include construction, reconstruction, alteration, renovation, improvement, demolition, and repair work involving any publicly owned, leased or operated facility. Maintenance work is not considered a public project for purposes of this definition.

Purchase Order (PO) – An authorization, under a standardized form in which the party designated as the “provider” is to provide materials and/or services for which the District agrees to pay.

Purchasing Card – A form of charge card that allows materials and services to be purchased without using a Purchase Order. The District participates in the Cal Card credit card programs.

Request for Proposal (RFP) – A solicitation used for the procurement of Professional Services and Non-Professional Services. RFPs solicit detailed proposals from vendors, including their approach, methodology, and pricing for a specific project or service. RFPs are used when the organization wants competitive bids that outline both qualifications and how the vendor will execute the work. Prospective suppliers or consultants submit requested information and are evaluated/awarded based on pre-established criteria.

Request for Qualifications (RFQ) – Procurement process used to evaluate and qualify vendors based on their expertise, experience, and capabilities. RFQs focus on a vendor's qualifications rather than pricing or specific project proposals but may include pricing information. This process is often used when an organization seeks a uniquely qualified vendor for a complex or specialized project where expertise is the primary selection criterion.

Requisition (REQ) - The procedural method by which departments may request a PO for the purchase of materials, supplies or equipment. Requisitions are entered into the District's accounting system.

Single Source Purchase - Procurement where: (1) there is a compelling reason for only one source, a preferred brand, like material, etc., to be procured; or (2) the commodity is unique, including, but not limited to, acquisition of data processing, telecommunications and word processing equipment, goods and services; or (3) the purchase of a specific brand name, make or model is necessary to match existing District equipment or facilitate effective maintenance and support; or (4) when it is in the best interest of the District to extend or renew a Contract from a previous contract period, based on satisfactory service, reasonable prices, avoidance of start-up costs, avoidance of interruptions to District business, or good business practices.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: FINANCE
POLICY NUMBER: 2141

PUBLIC WORKS PROCUREMENT POLICY	EFFECTIVE DATE
	MARCH 1, 2025

Sole Source Purchase - Procurement where only one viable source exists. This is usually due to legal restrictions of patent rights, a proprietary process, warranty issues, original equipment, copyrights, etc.

Procedure: The following methods are available to initiate a purchase request or to pay for materials, services, or Public Works:

Requisition/Purchase Order: Staff that require materials or services to carry out Public Works shall submit Requisitions, in advance, for purchases in accordance with this Policy and other applicable procedures and policies of the District. The Purchasing Department will generate a PO from the Requisition.

Credit Cards: Designated staff may be assigned a Cal Card for miscellaneous purchases that fall within the authorization limits in Table 1. Purchases using the Cal Card are subject to the terms and conditions of the District Cardholder Acceptance Agreement and any other applicable District Cal Card policies or procedures. Services are not to be acquired on Cal Cards due to lack of insurance and indemnification language associated with these purchases. Use of all other Purchasing Cards are subject to the terms of this Policy and to any usage terms provided at the time of card issuance to the designated staff and any subsequent amendments to such terms, and other applicable District policies. Use of the Cal Card is not to be used in lieu of situations where a Purchase Order or other Procurement methods would be appropriate.

Contracts: Provisions shall be made, either through specifications or procedures established by the District, for verification of the references and financial responsibility of the contracting parties prior to the award of a Contract. After award, all Contracts shall be executed on behalf of the District by the appropriate authorized signatory indicated in Table 1. In no case shall any Contract be made if sufficient funds are not budgeted and appropriated and not available to make payment promptly upon delivery or completion, or in accordance with a progress payment schedule, unless otherwise authorized and approved by the Board or approved by the Administrative Director / CEO as provided for in Section 6.2 (Emergency).

Contracts for Non-Professional Services, Professional Services for Public Works shall be executed when an expenditure exceeds \$5,000 (except in the event of an Emergency).

Multiple Year Contracts are allowed when in the best interests of the District as determined and executed by the Administrative Director / CEO. For purposes of procurement authorization, the dollar value of a Multiple Year Contract shall be the total contract value, including optional renewal periods. Once initially approved in accordance with the Policy requirements, any optional renewals may then be authorized by the Administrative Director / CEO at the time of renewal, regardless of the dollar amount, provided the pre-priced option is consistent with the terms of the contract as initially approved.

EXCEPTIONS TO PRE-AUTHORIZATION

Non-Discretionary Purchases do not require Board approval for payment, including those that exceed the Administrative Director / CEO limit of \$25,000. Initial engagement in all software license agreements and cloud-based service agreements are subject to the purchasing limitations as set forth in Table 1. Purchase Orders are not required for Non-Discretionary Purchases.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: FINANCE
POLICY NUMBER: 2141

PUBLIC WORKS PROCUREMENT POLICY	EFFECTIVE DATE
	MARCH 1, 2025

Emergency Work/Services: The Administrative Director / CEO or the assigned Emergency Operations Director may authorize Emergency expenditures for work, services, and/or supplies where the cost exceeds \$25,000 without prior Board approval. The Board shall be notified of any expenditures for Emergency work, services and/or supplies exceeding the Administrative Director / CEO's authorization limit at the next regularly scheduled Board meeting.

COMPETITIVE SELECTION PROCESS

General. A competitive selection process for procurement of services and materials, and for Public Works projects, is required in accordance with the limits as set forth in Table 2 below (subject to certain exceptions, qualifications or limitations as further set forth below).

Table 2

Competitive Solicitation Process - Requirements	
Purchase Amount	Solicitation Requirement
\$10,000 and under	<i>One Quote</i>
\$10,001-\$75,000	<i>Three Quotes or RFQ</i>
\$75,001 and over	<i>RFP or RFQ or Invitation to Bid Required</i>

Competitive Solicitation - Submission.

- All quotes, bids and proposals must be in writing.
- RFP, RFQ, and Invitation to Bid submissions must be in writing and be in substantial compliance with terms in the solicitation, or as otherwise required by law, or may be disqualified.
- Quotes, bids, and proposal documentation shall be retained pursuant to the District's record retention policy.

Exceptions from Competitive Solicitation Process - Generally. Solicitation of bids or proposals is preferable whenever practicable. In addition, the competitive solicitation requirements set forth under Table 2 may be waived when any of the following is applicable:

- Sole Source Purchases.
- Single Source Purchases.
- Emergency expenditures.
- Supplies, materials or equipment procured through a Cooperative Purchasing program with federal, state, county, or other public agencies.
- After a reasonable attempt has been made to obtain competitive quotes/ responses and it has been determined that no additional suppliers/providers/contractors/Consultants can be located; the District has a lack of response from suppliers/providers/contractors/Consultants to a competitive solicitation; or, when sufficient, satisfactory bids/proposals are not received, based on the District's sole discretion.
- Purchases to replenish the District's warehouse inventory within established inventory re-order levels.
- As dictated by law.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: FINANCE
POLICY NUMBER: 2141

PUBLIC WORKS PROCUREMENT POLICY	EFFECTIVE DATE
	MARCH 1, 2025

It shall be at the discretion of the Administrative Director / CEO to determine whether an expenditure meets the qualifications listed herein to be exempt from a competitive solicitation, subject to any Board authorization.

Public Works. Contracts for Public Works projects shall conform to applicable requirements for Public Works contracts under State law, including but not limited to requirements relating to listing of subcontractors, posting of a payment bond in an amount not less than 100% of the total contract amount (for all Public Works contracts over \$25,000) and payment of prevailing wages (for all contracts for Public Works exceeding \$1,000), or as otherwise required by statute. Unless specifically waived by the District with the approval of the Administrative Director / CEO and District's legal counsel, the District shall require performance bonds for all Public Works Contracts in an amount not less than 100% of the total contract amount. Public Works Contracts let by an Invitation to Bid shall be awarded to the lowest responsive, responsible bidder in accordance with State law and the District's standard Public Works contract documents.

Professional Services (over \$75,000). RFPs will be initiated pursuant to the limits set forth in Table 2 when the Contract is anticipated to exceed \$75,000, unless the District's needs mandate uniquely qualified services, in which case only one proposal from a qualified firm may be solicited. Professional Services shall be engaged in accordance with California Government Code §4525 et seq., on the basis of demonstrated competence and qualifications for the types of services to be performed and at fair and reasonable prices to the District.

Professional Engineering Services. The District may request proposals for engineering services when the contract amount is anticipated to exceed \$25,000, and up to \$75,000. For engineering services anticipated to exceed \$75,000, RFPs will be initiated pursuant to the limits set forth in Table 2.

Exceptions from Competitive Solicitation Process – Professional Services. In addition to the exception for "uniquely qualified services" set forth under Section 7.3, the following criteria shall apply as exceptions to the competitive solicitation requirements set forth under Table 2 for Professional Services where such requirements would otherwise apply:

- For Professional Services estimated to cost \$25,000 or less, staff may request a proposal from one (1) qualified Consultant selecting from the list of qualified Consultants on file with the District.
- For Public Works projects where the project design is scheduled in phases, the related Professional Services may be negotiated with the Consultant that performed the work for a prior phase, if the Consultant performed satisfactory work on the prior phase(s) in terms of quality, schedule and estimated design costs and a satisfactory Contract can be negotiated.
- For Professional Services in which it is impracticable to comply with the selection process because of the unique, exploratory or experimental nature of the project, staff may request a proposal from one (1) qualified Consultant selecting from a list of qualified Consultants on file with the District.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: FINANCE
POLICY NUMBER: 2141

PUBLIC WORKS PROCUREMENT POLICY	EFFECTIVE DATE
	MARCH 1, 2025

Rejecting Competitive Responses - In response to an Invitation to Bid, RFQ, or RFP, the District may reject a bid or other response which is in any way incomplete, irregular, amplified, unqualified, conditional, or otherwise not in compliance with the solicitation documents in all material respects, and in accordance with law. The District may waive any informality, irregularity, immaterial defects or technicalities in any bids or other responses received; and/or cancel an invitation for bids or RFP/RFQ or reject all bids or responses for any other reason, which indicates the cancellation or rejection of all bids or responses is in the best interest of the District, and in accordance with law. Rejection of all bids or responses or cancellation of competitive solicitations, including determinations to re-bid, or re-solicit are subject to the same level of authority which is required to award a Contract as provided under Table 1, and as required by law.

In the case of RFPs and RFQs, the Administrative Director / CEO and the Board reserve the right to award Contracts based upon the best interests of the District, as determined by the District in its sole discretion.

CHANGE ORDERS

Change Orders may be issued from time to time as required by changes in the specifications or conditions of a project, services performed, or materials issued.

For Contracts and Amendments under \$75,000:

Change Orders up to 10% of the original Contract amount can be approved by the appropriate authorization levels as outlined in Table 1 up to a maximum total Contract amount of \$75,000 without Board approval.

Board approval is required for Change Order requests exceeding the original Contract amount by more than 10% or resulting in a total Contract amount over \$75,000.

For Contracts and Amendments \$75,001 and over:

Change Orders up to 10% (to a maximum additional \$75,000) of the original Contract amount can be approved by the appropriate authorization levels as outlined in Table 1 without Board approval.

Board approval is required for Change Order requests exceeding the original Contract amount by more than 10% or resulting in a \$75,000 increase. A Change Order exceeding the Change Order limits set forth in this article may be authorized by the Administrative Director / CEO prior to Board approval if, in the Administrative Director / CEO's determination, any of the following circumstances exist:

- A delay in Change Order authorization could result in a negative financial impact to the District.
- A delay in Change Order authorization could result in damage to or impairment of the operations of a District facility.
- An Emergency exists which requires immediate work/services.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: FINANCE
POLICY NUMBER: 2141

PUBLIC WORKS PROCUREMENT POLICY	EFFECTIVE DATE
	MARCH 1, 2025

The Board shall be notified of any Change Order authorization exceeding the Administrative Director / CEO's authorization limit at the next regularly scheduled Board meeting.

ETHICAL PROCUREMENT- CONFLICT OF INTEREST

Board members, and District employees shall not be financially interested in any contract made by them in their official capacity. (Government Code Section 1090). Board Members and employees shall not participate in any way to influence a governmental decision in which he/she knows or has reason to know that he/she has a financial interest. (Government Code Section 87100)

Any District employee authorized under this Policy to make or enter into purchases on behalf of the District will complete a Statement of Economic Interests (Form 700) and comply with the District's Conflict of Interest Code.

Confidential or proprietary information must be handled with due care and proper consideration of ethical and legal ramifications and governmental regulations.

Purchasing activities must be performed in accordance with all applicable laws and District policies.

Any employee/individual who violates the standards set forth in this Section shall be subject to disciplinary action consistent with District personnel policies.

POLICY REVISIONS

This document will be maintained and revised by the Administrative Director / CEO with his/her designated representatives in consultation with the District's legal counsel, subject to approval by the Board. Revisions will occur whenever applicable Federal, State, or local regulations change or otherwise as the need arises and in the discretion of the Board.

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – February 24, 2025

10F. 3405 Bereavement Leave Policy

Page 1 of 1

Department: Human Resources

CEO Concurrence: Yes

Consent Calendar: Yes

4/5 Vote Required: No

SUBJECT: 3405 Bereavement Leave Policy

STAFF REPORT: The proposed 3405 Bereavement Leave Policy aims to provide employees a legally mandated period of time off work to cope with the emotional and practical aspects of a loved one's death. This is mandated by the State and a long standing District practice.

DISTRICT PRIORITY: Maintain compliance with State laws and increase employee satisfaction.

FISCAL IMPACT: Minimal.

STAFFING IMPACT: Minimal

CONTACT PERSON: Robert Trefault

ATTACHMENT(S): 3405 Bereavement Leave Policy DRAFT

RECOMMENDED BOARD ACTION:

ROLL CALL REQUIRED: YES / NO

RECOMMENDED MOTION: *I move the Board of Directors to adopt policy 3405 Bereavement Leave Policy effective February 24, 2025.*

<i>Motion Made By</i>	<i>Motion</i>	<i>Second</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
<i>Director Campo</i>						
<i>Director Avila</i>						
<i>Director Traore</i>						
<i>Director Ramirez</i>						
<i>Director Gomez</i>						

I, the undersigned Clerk of the Board of Directors of the Del Puerto Healthcare District, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted by the Board at a meeting thereof on the 24th day of February 2025, by the following vote of the members thereof:

Jasmine Sanchez, Clerk of the Board

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: PERSONNEL
POLICY NUMBER: 3405
PAGE: 1/1

BEREAVEMENT LEAVE POLICY	EFFECTIVE DATE
	2009

REVIEW DATE:	REVISION DATE: FEB 24, 2025
POLICY SOURCE: California Law and past practice	

Purpose: Bereavement leave is important because it acknowledges the emotional impact of losing a loved one and gives employees time to grieve, attend funerals, and care for practical matters without worrying about work obligations. It supports mental health and well-being, promotes employee morale, and fosters a compassionate workplace culture where employees feel supported during difficult times.

Policy:

- **Amount of Leave.** Upon the death of a family member, five days (eight-hour or 12-hour shifts) of bereavement leave will be provided.
- **Family Member.** Bereavement leave may be taken for the death of a family member, which means a spouse, child, parent, sibling, grandparent, grandchild, domestic partner, or parent-in-law. The District further includes a significant other, the child of a domestic partner, or in loco parentis.
- **Timing.** The bereavement leave must be completed within three months of the date of death but need not be taken consecutively.
- **Bereavement Pay.** Although not required by the State of California, the District provides bereavement leave pay following the death of a family member as defined herein.
 - Bereavement leave pay is equivalent to 50% of the employee's regular earnings based on their regularly scheduled hours during a pay period.
 - Ambulance: the amount of paid bereavement leave available to an FT120 is 60 hours even when their regular schedule is 48 hours in the first week and 72 hours in the second week of the pay period. Likewise, an FT72 who works all 72 in one of the two pay period weeks is granted 36 hours of paid bereavement leave.
 - Bereavement leave pay for administration or health center employees is based on their current days scheduled (e.g., 9/80 or 10/80)
- **Non-family Bereavement Leave.** When an employee is bereaved due to the death of a person who is not a family member, as defined herein, the employee may, with supervisory approval, use available PTO. Supervisory approval of non-familial bereavement leave will not be withheld except in the presence of unusual operating requirements.

Procedure:

- **Verification.** The District requires that employees provide documentation of the family member's death within 30 days of the first day of leave. Documentation includes but is not limited to, a death certificate, a published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or governmental agency.

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – February 24, 2025

10G. 3472 Health Center Employee Attendance Policy

Page 1 of 1

Department: Human Resources

CEO Concurrence: Yes

Consent Calendar: Yes

4/5 Vote Required: No

SUBJECT: 3472 Health Center Employee Attendance Policy

STAFF REPORT: The proposed 3472 Health Center Employee Attendance Policy aims to ensure employees are present and on time at work, which will help the Health Center and District operate smoothly and effectively.

DISTRICT PRIORITY: Attract and retain quality employees.

FISCAL IMPACT: Minimal.

STAFFING IMPACT: Minimal

CONTACT PERSON: Robert Trefault

ATTACHMENT(S): 3472 Health Center Employee Attendance Policy DRAFT

RECOMMENDED BOARD ACTION:

ROLL CALL REQUIRED: YES / NO

RECOMMENDED MOTION: *I move the Board of Directors to adopt policy 3472 Health Center Employee Attendance Policy effective February 24, 2025.*

<i>Motion Made By</i>	<i>Motion</i>	<i>Second</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
<i>Director Campo</i>						
<i>Director Avila</i>						
<i>Director Traore</i>						
<i>Director Ramirez</i>						
<i>Director Gomez</i>						

I, the undersigned Clerk of the Board of Directors of the Del Puerto Healthcare District, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted by the Board at a meeting thereof on the 24th day of February 2025, by the following vote of the members thereof:

Jasmine Sanchez, Clerk of the Board

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: PERSONNEL
POLICY NUMBER: 3472

HEALTH CENTER EMPLOYEE ATTENDANCE POLICY	EFFECTIVE DATE
	03/2024

REVIEW DATE: 03/2027	REVISION DATE:
POLICY SOURCE: DOL Rules and Past Practice	

Purpose: Punctual and regular attendance is an essential responsibility of each employee at Del Puerto Health Care District. Employees are expected to report to work and be at their workstations ready to work as scheduled. Employees also are expected to remain at work until the completion of their shift schedule and until adequate relief is available.

Policy:

- **Work Schedule:** Employees are expected to be at their place of duty on time each day. On occasion, Health Center employees may be up to six (6) minutes earlier or later than their assigned start time.
- **Tardiness:** Employees must notify their supervisor if they are going to be late for their regular start time as soon as possible prior to the start of their shift.
- **Breaks and Lunch:** Health Center Employees are authorized to have one 10-minute break between the hours of 9- and 11- am and one 10-minute break between the hours of 1- and 3- pm according to the start of their assigned shift. They will also receive a 1-hour lunch break mid-way through the assigned shift. An additional 30-minute break will be provided if shifts are 11+ hours.
- **Call-Offs:** Health Center employees may call off for shifts no more than four (4) times in a two (2) month period without possible discipline, up to and including termination.
- **Early Departure:** Employees who must leave work before their scheduled shift ends must receive approval from their supervisor at least two (2) hours in advance of leaving unless an emergency arises.
- **Make-Up Time:** Employees may make up time scheduled absences for part of a shift if approved by the supervisor not for more than two events in one pay period. Make-up time must be approved in advance and is generally limited to once per week.
- **Unexcused Absence:** Employees absent from work without approved leave, or without adequate PTO, may be marked as either Leave Without Pay (LWOP) or Unexcused Absence depending on circumstances.
- **Leave Without Pay (LWOP):** may only be approved in advance by the CEO.

Procedure:

- **Scheduling:** All employees will be scheduled in eSchedule at least two (2) pay periods in advance, to include Urgent Care hours and known Special Events. HC breaks and lunches are scheduled according to start times of each shift.
- **Call-Offs:** Will be charged as PTO, if available, or Leave Without Pay (LWOP) and may result in discipline, up to and including termination if more than four (4) times in two months.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: PERSONNEL
POLICY NUMBER: 3472

HEALTH CENTER EMPLOYEE ATTENDANCE POLICY	EFFECTIVE DATE
	03/2024

- **Tardiness and Early Departure:** Excessive tardiness or early departure may result in discipline, up to and including termination.
- **Leave Without Pay (LWOP):** is a temporary non-pay status and absence from duty that, in most cases, is granted at the CEO's discretion for **exceptional** cases (i.e. when an employee has had an emergency and does not have an adequate PTO balance), or other significant documented events such as FMLA. Employees with an excess usage of more than one week (5 workdays) LWOP in a six (6) month period may be terminated.

Credit toward PTO and ESL will not be earned during Leave Without Pay. Such leave does not constitute a break in service but does change the anniversary date if the employee is absent for more than 30 days (except in cases covered under workers' compensation or Job-Protected Leave). For Leave Without Pay of 30 days or more not categorized as Job-Protected Leave, the employee must pay the full amount of their health insurance premium, by the 18th of each month, to maintain coverage. In cases of Leave Without Pay of 30 days or more that is categorized as Job-Protected Leave, DPHCD shall continue to pay the company share of health insurance premiums while the employee is responsible for their share of benefits throughout the job-protected LWOP period.

- **Unexcused Absence:** is when an employee requests PTO on a day they are scheduled to work and the PTO is denied by their supervisor, then the employee fails to report for duty on the scheduled day. The supervisor will mark the employee as "Unexcused Absence" in eSchedule. One unexcused absence may result in discipline, up to and including termination.

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – February 24, 2025

10H. 3473 Employee Pre-Placement and Annual TB Testing Policy

Page 1 of 1

Department: Human Resources

CEO Concurrence: Yes

Consent Calendar: Yes

4/5 Vote Required: No

SUBJECT: 3473 Employee Pre-Placement and Annual TB Testing Policy

STAFF REPORT: The proposed 3473 Employee Pre-Placement and Annual TB Testing Policy aims to ensure employees are compliant with state and county mandate for TB testing and assist in keeping the community safe.

DISTRICT PRIORITY: Employee Safety.

FISCAL IMPACT: Minimal.

STAFFING IMPACT: Minimal

CONTACT PERSON: Robert Trefault

ATTACHMENT(S): 3473 Employee Pre-Placement and Annual TB Testing Policy DRAFT

RECOMMENDED BOARD ACTION:

ROLL CALL REQUIRED: YES / NO

RECOMMENDED MOTION: *I move the Board of Directors to adopt policy 3473 Employee Pre-Placement and Annual TB Testing Policy effective February 24, 2025.*

<i>Motion Made By</i>	<i>Motion</i>	<i>Second</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
<i>Director Campo</i>						
<i>Director Avila</i>						
<i>Director Traore</i>						
<i>Director Ramirez</i>						
<i>Director Gomez</i>						

I, the undersigned Clerk of the Board of Directors of the Del Puerto Healthcare District, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted by the Board at a meeting thereof on the 24th day of February 2025, by the following vote of the members thereof:

Jasmine Sanchez, Clerk of the Board

PREPLACEMENT AND ANNUAL TB TESTING	Effective Date
	Feb 24, 2025

Review Date: Feb 2028	Revision Date:
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Purpose: To establish a comprehensive policy for annual Tuberculosis (TB) testing of personnel assigned to the Del Puerto Health Care District to ensure employees' and patients' ongoing health and safety. This also complies with the 2025 California Department of Public Health Guidance on Tuberculosis Screening.

Policy:

- DPCHD employees will be tested for TB annually within 30 days of the anniversary of their date of hire.
- Annual TB education will be provided to all DPCHD employees, covering TB risk factors, signs and symptoms of TB disease, and infection control policies and procedures.
- Human Resources will notify supervisors when employees are within 30 days of being out of compliance and oversee the maintenance of employee records when testing is completed.
- Alternative testing methods are available for individuals unable to undergo PPD skin testing. Information can be provided on these options at the Health Center.

Procedure:

Employees

- DPHCD employees may be tested by their primary care physician or at the Del Puerto Health Center. Employees can contact Human Resources for testing at the Health Center.
- DPHCD employees with a documented history of positive TB do not require re-testing annually but will need to complete a TB screening evaluation form for symptoms annually. The Symptoms form will be provided at DPHC.
- DPHCD employees who receive a positive PPD reading will receive a QuantiFERON-TB Gold test order from the DPHC Medical Director.
- Employees and selectees with a QuantiFERON-TB Gold test return of negative may be cleared for duty.
- DPHCD employees with a QuantiFERON-TB Gold test return of positive will be required to see their primary care physician (PCP) for an X-ray examination and treatment for latent TB.

Workplace Exposure Procedures

- Healthcare personnel with known exposure to TB disease should receive a TB symptom screen and timely testing. This testing will be conducted at an authorized external establishment.

PREPLACEMENT AND ANNUAL TB TESTING	Effective Date Feb 24, 2025
------------------------------------	--------------------------------

- Individuals exposed to TB at work who have had previous negative TB test result will be re-tested 8 to 10 weeks after exposure.

Selectees For Hire

- All selectees for hire shall be tested for TB as part of their pre-employment physical conducted by an authorized external establishment. Selectees are not authorized to start employment until results are received and cleared.
- Selectees may have their results read at the Del Puerto Health Center or at the authorized external facility where they received the test. Results will be provided to Human Resources and filed in the employee's medical file.
- Selectees who receive a positive PPD reading will be returned to the authorized external facility to undergo a QuantiFERON-TB Gold test (blood draw required) for diagnostic purposes.
- Selectees with a blood work return of positive will be returned to the authorized outside facility for an X-ray examination and be required to see their primary care physician (PCP) for treatment for latent TB.
- If the selectee has a negative x-ray but a positive QuantiFERON-TB, the selectee needs to see their (PCP) for treatment of latent TB; if the selectee is receiving treatment for latent TB, the selectee may start working while being treated.
- If the selectee has a positive X-ray result, the selectee will be directed to seek treatment from their (PCP) before being considered for clearance to onboard.

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – February 24, 2025****10I. 3442 Paid Time Off (PTO) Donation For Employee Hardship Policy****Page 1 of 1**

Department: Human Resources

CEO Concurrence: Yes

Consent Calendar: Yes

4/5 Vote Required: No

SUBJECT: 3442 Paid Time Off (PTO) Donation For Employee Hardship Policy

STAFF REPORT: The proposed 3442 Paid Time Off (PTO) Donation For Employee Hardship Policy aims to allow employees to donate their accrued paid time off (PTO) to an employee experiencing a significant personal hardship, like a medical emergency or major disaster, enabling them to take necessary time off without facing financial strain due to unpaid leave.

DISTRICT PRIORITY: Attract and retain quality employees.

FISCAL IMPACT: Minimal.

STAFFING IMPACT: Minimal

CONTACT PERSON: Robert Trefault

ATTACHMENT(S): 3442 Paid Time Off (PTO) Donation For Employee Hardship Policy DRAFT

RECOMMENDED BOARD ACTION:

ROLL CALL REQUIRED: YES / NO

RECOMMENDED MOTION: *I move the Board of Directors to adopt policy 3442 Paid Time Off (PTO) Donation For Employee Hardship Policy effective February 24, 2025.*

<i>Motion Made By</i>	<i>Motion</i>	<i>Second</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
<i>Director Campo</i>						
<i>Director Avila</i>						
<i>Director Traore</i>						
<i>Director Ramirez</i>						
<i>Director Gomez</i>						

I, the undersigned Clerk of the Board of Directors of the Del Puerto Healthcare District, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted by the Board at a meeting thereof on the 24th day of February, 2025, by the following vote of the members thereof:

Jasmine Sanchez, Clerk of the Board

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: PERSONNEL
POLICY NUMBER: 3442

PAID TIME OFF (PTO) DONATION FOR EMPLOYEE HARDSHIPS	EFFECTIVE DATE
	FEB 24, 2025

REVIEW DATE: Mar 2028	REVISION DATE:
POLICY SOURCE:	

Purpose

The intent of a Paid Time Off (PTO) Donation for Employee Hardship Policy is to allow employees to voluntarily assist co-workers who are in critical need of time off due to disasters, non-job related injuries, temporary disabilities or illnesses, or is the primary care giver to an immediate family member with an injury or illness and do not have PTO or ESL available. Employees may not solicit PTO donations from co-workers.

Policy

An employee may donate accrued Paid Time Off to a fellow employee who is unable to work and out of paid leave. Such employees may receive PTO hours in the form of donations from co-workers. PTO hours can only be donated to persons in a crisis/disaster or on a qualified Job Protected Leave. Extended Sick Leave (ESL) balances are not eligible for donation. Nothing in this policy will be construed to limit or extend the maximum allowable absence under qualified Job Protected Leave.

Employees must meet the following criteria:

Donating Employee:

- Voluntarily elects to donate Paid Time Off and does so with the understanding that donated leave will not be returned unless the recipient does not utilize all the leave. Any leave not used will be returned to the donor.
- Donates a minimum of 4 hours and increments of 1 hour thereafter.
- Retains a Paid Time Off balance of least 80 hours for ADM/HC or 120 hours for AMB.
- Complete a "Paid Time Off Donation" form.

Recipient Employee:

- Employee must have completed his/her probationary period.
- Employee must be on an approved leave meaning the recipient employee must show absences are required due to disaster or under Job Protected Leave guidelines.
- Employee has provided written verification that a hardship exists.
- Employee must have exhausted or is expected to exhaust his or her PTO & ESL balances during the expected leave.
- An employee may receive donated leave up to the number of hours the employee is scheduled to work each pay period.
- Employee has agreed to accept the leave under the terms of this policy and completes a "PTO Donation Request" form.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: PERSONNEL
POLICY NUMBER: 3442

PAID TIME OFF (PTO) DONATION FOR EMPLOYEE HARDSHIPS	EFFECTIVE DATE
	FEB 24, 2025

Procedure and Limitations

Donating PTO. The donation of Paid Time Off to a coworker on Hardship Leave shall occur on a strictly confidential and voluntary basis and administered on an as needed basis. The Human Resources Department shall ensure that no employees are forced to donate PTO and shall respect all employees’ right to privacy.

Employees Utilizing State Assistance Programs While on Job Protected Leave. Employees generally receive 30% of their ESL or PTO from DPHCD when utilizing State programs such as SDI while on Job Protected leave such as FMLA, the use of donated PTO does not change this. Employees who have opted to use the minimum amount of PTO to pay for their portion of benefits may continue to do so with donated PTO while on State programs as well.

PTO Donation Request Application. To apply for PTO Donation, employees must have exhausted, or will soon exhaust, their PTO and ESL and have a documented disaster or medical leave need. Employees not meeting the eligibility requirements as described will be notified of the reason for ineligibility by the Human Resources Department and applications will be clearly marked “NOT ELIGIBLE” and placed in the employee’s personnel file. The approval of Hardship Leave is at the discretion of the Administrative Director / CEO.

Need Awareness. With the permission of the employee who is in need of leave or a member of the employee’s immediate family, information may be released to employees including the basic circumstances leading to this request for donated PTO. Personal or detailed medical information will not be included. Any written notice to DPHCD employees will be approved by the Administrative Director / CEO and the employee or their representative prior to release.

Paid Leave Status. Employees using donated PTO shall be considered in active pay status and shall accrue leave and be entitled to any benefits to which they would otherwise be entitled. Donated PTO shall be considered PTO but shall never be converted into a cash benefit. The employee receiving the PTO donation is eligible to receive a total lifetime donation of up to a maximum of 480 hours HC/ADM or 720 hours AMB. If the recipient leaves DPHCD due to termination, retirement, disability, etc. any remaining donated PTO will be returned to the donors on a prorated basis.

Training. The Human Resources department shall provide staff with information on the Paid Time Off donation policy upon hiring.

DEL PUERTO HEALTH CARE DISTRICT
POLICY AND PROCEDURE

SECTION: PERSONNEL
POLICY NUMBER: 3442

PAID TIME OFF (PTO) DONATION FOR EMPLOYEE HARDSHIPS	EFFECTIVE DATE
	FEB 24, 2025

Hardship Leave Frequently Asked Questions:

1. **How do I qualify for Donated PTO ?** You must be a full or part-time employee of the District with an illness, injury, or have experienced a disaster.
2. **How do I apply for Donated PTO?** Submit a Hardship Leave Request Form with documentation of the disaster or medical leave need.
3. **Does the person who gets the donated PTO know who donated it?** No. The information is confidential.
4. **How is the PTO transferred?** The donation is hour to hour, each pay period, up to the number of regular hours the receiving employee is scheduled to work..
5. **What happens to the donated leave if it is not all used?** Only the amount of time projected to be needed is accepted as donated leave.

DRAFT

Del Puerto Health Care District

Paid Time Off (PTO) Donation Form

DPHCD has established a Paid Time Off (PTO) Donation for Employee Hardship Policy that allows employees to donate a portion of their accrued PTO time to an employee who is experiencing a crisis, such as a medical emergency of their own or of a family member that results in absence from work. Donations for the donating employee and receiving employee are anonymous.

To be eligible to donate PTO time, an employee must be eligible to accrue and use PTO time and must have enough accrued PTO balance from which to make a donation. The minimum amount of PTO that an employee may donate per request is 4-hrs of her/his accrued PTO balance at the time the donation request is made, ensuring to maintain a balance of least 80-hours for ADM/HC or 120-hours for AMB.

In all donations the donating employee, receiver and amount of PTO are anonymous.

To be completed by donating employee and submitted to Human Resources.

Employee Name: _____ Department: _____

_____ I would like to specify that my PTO time be donated to the employee specified below. I understand for my nominee to receive donated PTO they must have experienced a crisis such as a medical emergency of their own or of a family member that results in frequent absences from work. I understand any unused PTO will be prorated back to me at the end of the employees hardship.

Recipient's Name: _____

Donating Employee - please submit completed form to Human Resources.

For office use only – Do not write below this line

Date request received: _____ PTO balance at time of request: _____

Hours donated: _____ PTO total transferred to recipient: _____

Date of PTO transfer: _____ Date recipient notified of donation: _____

Human Resources: Employees Eligible for program: Donor: _____ Recipient: _____

HR Manager: Robert Trefault Signature _____ Recommend Approval: Yes _____ No _____

CEO: Karin Freese Signature: _____ Approval: Yes _____ No _____

Del Puerto Health Care District

Request to Receive Donated Paid Time Off (PTO)

DPHCD has established a Paid Time Off (PTO) Donation for Employee Hardship Policy that allows employees to donate a portion of their accrued PTO time to an employee who is experiencing a crisis, such as a medical emergency of their own or of a family member that results in absence from work. Donations for the donating employee and receiving employee are anonymous.

To be eligible to receive donated PTO time, an employee must be eligible to accrue and use PTO time and must have completed his/her probationary period. The requesting employee must provide written verification that a serious health condition or hardship exists and must have exhausted or is expected to exhaust his or her PTO & EST balances. The receiving employee may receive donated leave up to the number of hours the employee is scheduled to work each pay period.

To be completed by receiving employee and submitted to Human Resources.
--

Employee Name: _____ Department: _____

I hereby request to receive donated PTO hours due to personal hardship or serious illness. I have provided my reasoning to Human Resources and understand the program is voluntary. I understand any unused donated leave will be returned to the donor upon my return to work.

Employee Signature: _____ Date: _____

Requestor - please submit completed form to Human Resources.

For office use only – Do not write below this line

Date request received: _____ Date Leave Start: _____ Estimated Return Date: _____

PTO balance at time of request: _____ ESL Balance at time of request: _____

Date PTO Runs Out: _____ Date ESL Runs Out: _____ JPL: Y ___ N ___

Evidence Requestor meets requirements Y ___ N ___ PTO total transferred to recipient: _____

Date of PTO transfer: _____ Date requestor notified of donation: _____

Estimated PTO needed: _____ Eligibility: Donor: _____ Requestor: _____

Human Resources: Recommend Approval Y ___ N ___ Signature _____

CEO: Karin Freese Approve Y ___ N ___ Signature: _____

HR Comment:

CEO Comment:

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting February 24, 2025****10J. Resolution 2025-08 Transfers to Reserve Fund Accounts****Page 1 of 2**

DEPT: CHIEF EXECUTIVE OFFICE

BOARD AGENDA: #

CONSENT CALENDAR: NO

AGENDA DATE: February 24, 2025

CEO CONCURRENCE: YES

4/5 VOTE REQUIRED: YES

SUBJECT: Resolution 2025-08: Allocation of FY2024 Net Income to Mitigation, Operating and Asset Replacement Fund Reserves

RECOMMENDATION: The CEO recommends allocation of FY2024 Net Income of \$2,692,000 to the following reserves:

- \$345,000 to the Asset Replacement Fund
- \$390,000 to the Operating Reserve
- \$918,183 To the Mitigation Fees Reserve

CONSIDERATIONS:

Restricted Reserves should be reviewed and updated upon receipt of the Annual Audit Report. This report will serve as the basis of any necessary adjustments to the reserves.

Depreciation is an operating expense that reflects the consumption of assets over their useful life. The expectation is that the asset will need to be replaced at the end of their useful life.

The **Asset Replacement Fund** is designated to hold funds for the replacement or acquisition of equipment, buildings, and property. Capital expenses which are distinct from the operating budget are paid from this fund.

The **Operating Reserve** is intended to hold liquid cash to cover a target number of months of expenses. Typically, operating reserves are often grown over multiple years.

Mitigation Fees (aka Impact Fees or Developer Fees) are funds collected from developers to cover the costs associated with new facilities or equipment necessary to provide healthcare services to newly developed commercial and residential properties.

Important Note: A transfer from Equity: Unrestricted to Equity: Reserves. Asset Replacement Fund is NOT an approval to spend money. All capital purchases and expenditures from the Asset Replacement Fund require separate Board approval, including approval for individual items and amounts.

POLICY:

The CEO is responsible for managing available funds, evaluating the fiscal year-end financial position of the organization, and recommending the transfer of funds to the appropriate restricted accounts.

FISCAL IMPACT: A Balance Sheet Transfer from Unrestricted to Reserves Accounts

DISTRICT PRIORITY: Fiscal responsibility, transparency, and planning

STAFFING IMPACT: None

CONTACT PERSON: Karin Freese and Maria Reyes

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting February 24, 2025****10J. Resolution 2025-08 Transfers to Reserve Fund Accounts****Page 2 of 2**

ATTACHMENT(S): Equity Balance - December 31, 2024 and Operating Reserve Increase Calculation

RECOMMENDED BOARD ACTION:

ROLL CALL REQUIRED: YES / NO

RECOMMENDED MOTION: I move the Board of Director directs the CEO to make a Balance Sheet transfer totaling \$1,653,183: \$345,000 to the Asset Replacement Fund account; \$390,000 to Operating Reserve account and \$918,183 to the Mitigation Fees account.

<i>Motion Made By</i>	<i>Motion</i>		<i>Second</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
<i>Director Campo</i>							
<i>Director Avila</i>							
<i>Director Traore</i>							
<i>Director Ramirez</i>							
<i>Director Gomez</i>							

I, the undersigned Clerk of the Board of Directors of the Del Puerto Healthcare District, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted by the Board at a meeting thereof on the 24th day of February 2025, by the following vote of the members thereof:

Jasmine Sanchez, Clerk of the Board

Del Puerto Health Care District
Equity Balances Adjustments
 As of December 31, 2024

	Dec 31, 24	Transfer Items	Increase	Decrease	Adjusted Balance Dec 31, 24
Equity					
350.000 · Unrestricted Assets	4,126,772			(1,653,183)	2,473,589
360.000 · Assigned Fund Balance					-
Total 360.030 · Asset Replacement Fund	1,140,082	FY2024 Depreciation Expense	345,000		1,485,082
360.070 · Operating Cash Reserve	1,491,000	Increase for Three (3) Months Reserve ***	390,000		1,881,000
Total 360.000 · Assigned Fund Balance	2,631,082				
370.000 · Restricted Fund Balance					-
370.010 · Mitigation Fees	279,464	Prior Year fees received FY2024	918,183		1,197,647
370.050 · Restricted for Debt Service	120,720				120,720
370.070 · Building Project Reserve	1,360,000				1,360,000
Total 370.000 · Restricted Fund Balance	1,760,184				
390.000 · Net Fixed Assets (Capital)	2,492,762				2,492,762
Net Income	57,210				57,210
Total Equity	11,068,010		1,653,183	(1,653,183)	11,068,010

*** Operating Reserve Increase Calculation

Current Operating Reserve Amount	\$497K per month multiply by 3 months	\$ 1,491,000
	Six (6) Months Average Disbursements -	
	Jul-24	581,000
	Aug-24	584,000
	Sep-24	599,000
	Oct-24	669,000
	Nov-24	661,000
	Dec-24	670,000
	Total Six Months	3,764,000
	Average Month Spending	\$ 627,333
NEW Operating Reserve Amount	Multiply by 3	\$ 1,881,000
Proposed Increase		\$ 390,000

Del Puerto Health Care District

CEO's Report by Karin Freese

February 2025

Financial Update:

As of January 31, 2025, the Del Puerto Health Care District maintains a strong financial position, with total assets of \$13.5 million, reflecting a 19% increase compared to the same period last year. Liabilities stand at \$2.4 million, marking a 10% rise year-over-year, primarily due to strategic investments in infrastructure and healthcare expansion. The district's unencumbered cash reserves are robust at \$3.36 million, representing 225% of the targeted operating reserve, ensuring financial flexibility and operational resilience. Year-to-date net income is reported at \$87,679, showcasing stable financial performance.

Building Project Update:

The following are regularly scheduled meetings in support of the building projects

- Weekly meetings with Land Use Planners District Staff and Owner's Advisor
- Bi-weekly meetings with Project Finance team
- 2x weekly meetings with Owner's Advisor
- Periodic communication with the City, Realtors,

The following building project tasks were completed in the past month:

- Creation and maintenance of project Directory of Contacts
- Creation and release of Civil Engineering Request for Proposal
- Review of Title Reports and abate any deficiencies
- Initial research on architects that specialize in health care master planning.
- Initiate third party contract with City traffic planning engineer for initial assessment and recommendations on propose health care campus traffic flow.

The following are to be completed in the next ninety days:

- Generation of RFQ for Health Care Campus Master Plan Architect firm (see Page 66 A/B)
- Continue due diligence on properties to purchase
- Update website to add project update section
- Hire Survey firm
- Hire Soils Exploration firm
- Hire Environmental Assessment firm
- Setup meeting with City's Transportation Consultant AMG to discuss traffic related concerns (e.g., AM and PM Peak Hour school traffic).
- Hire Traffic Planning Firm
- Prepare list of potential progressive design/build candidates
- Entitlement processing strategy
- California Environmental Quality Act (CEQA) Determination and required Technical Studies. Discussion also includes defining the City's CEQA process (e.g., third-party contract, sub-consultants for preparation of technical studies, etc.);
- Impact Fees – obtain rough impact fee estimates based on preliminary square footage of projects. JBAP to download the City's fee schedule;

Legislation/Advocacy Activities:

The new legislative session is open. Please see the attached list of bills of interest to the District.

Following is a brief *summary of the legislative process* (Source: <https://legiscan.com/legislation-101>)

- **Bill Drafting:** The process starts when someone decides current law needs revision. A bill is drafted, which is essentially a list of changes to the existing compiled state statutes and code that may add, strike, or amend the text to confer new purpose, restrictions, etc.

Del Puerto Health Care District

CEO's Report by Karin Freese

February 2025

- **Introduction:** The bill is introduced into the first chamber. This often entails the chamber Clerk and registering the official introductory draft of the legislation.
- **Read First / Read Second:** The definition of "read" varies however rare is the instance that the bill is read verbatim on the chamber floor. At this stage a synopsis of the legislation is presented and any initial discussion or decisions on the merit of the bill may be decided and then the bill typically referred to one or more committees to continue the life process of the bill.
- **Committees:** In most states committees do the bulk of the legislative debate, modification. They are specialized by area of oversight or expertise and will discuss and research the bill, potentially amending or substituting a new draft. The committee typically recommends to the Committee of the Whole, another way of saying the entire chamber, that the bill either Pass or Do Not Pass.
- **Passage Vote for Engrossment:** After a bill has been 'read' a third time it is put to a vote for passage out of the originating house. If the vote passes the bill is then considered to be Engrossed and it sent to the other chamber of the legislative body.
- **Rinse and Repeat:** The process then repeats itself from Introduction to Third reading in the second legislative chamber.
- **Passage Vote for Enrollment:** Once the bill gets to third reading there is another vote for passage. Should it pass then the bill normally will be considered to be Enrolled. This version of the bill text is what will be sent to the Governor and will be codified by the Secretary of State as part of the official Chapter and Acts.
- **Sent to Governor:** In states where Governor approval is required, the Enrolled bill is sent to the Governor. This may be ceremonial, or the Governor may have the power to veto the bill, or if left unsigned for a fixed period of time is de facto approved.

Training and Conference Opportunities:

Event	Dates/Location	Who should go?
Special District Leadership Academy	Southern: April 21 - 24, 2025 / La Quinta Northern: October 5 - 8, 2025 / Redding Coastal: Nov. 16 – 19, 2025 / Monterey	1st-year board members Returning attendees
Special Districts Legislative Days	May 20 – 21, 2025 / Sacramento	Legislative Ad Hoc CEO
General Manager Leadership Summit	June 29 – July 1, 2025 / Lake Tahoe area	CEO
CSDA Annual Conference & Exhibitor Showcase	August 25 – 28, 2025 / Monterey	Board Staff
Special District Board Secretary/Clerk Conference	October 27 – 29, 2025 / Sonoma County	Clerk of the Board

Del Puerto Health Care District

Selection Process of New Architectural Firm for Healthcare Campus Master Planning

By Bob Walker, Owner's Advisor for DPHCD Building Projects

Approved by Karin Freese, CEO

Why Are We Recommending a Change of Design Firms for Healthcare Campus Master Planning?

With the amended focus on the 27.5 acres to specifically a healthcare campus, it was determined that LDA lacked the experienced healthcare design staff and expertise to adequately serve DPHCD with the healthcare campus master planning services.

How Was This List of Firms Assembled?

Fortunately, the Bay Area has a significant number of national healthcare design firms with regional offices. Given the size and capabilities of these firms, they typically also have strong urban planning expertise within their firms. So a list of potential firm candidates was developed based upon reviewing the *Building Design & Construction's* listing of the top healthcare design firms for 2024, our direct knowledge of many of these firms, confirmation of having an office in the Bay Area and a review of the websites for each of the firms shown below. The firms listed below are well respected and considered the leaders in healthcare design.

Proposed List of Firms To Be Considered

Gensler	San Francisco
HDR	San Francisco, Sacramento
HGA	San Francisco, Sacramento
HKS	San Francisco
HMC	San Francisco, Sacramento
HOK	San Francisco
NBBJ	San Francisco
Perkins & Will	San Francisco
Perkins & Eastman	San Francisco
Smith Group	San Francisco

Recommended Architectural Firm Selection Criteria

- 1) Relevant experience (healthcare/ healthcare campus master planning)
- 2) Proposed Team (roles/responsibilities, level of senior engagement with process)

Del Puerto Health Care District

- 3) Overall firm experience aligned with the components of the master plan (acute care, ambulatory care, senior care, suburban planning)
- 4) Work Plan (leadership approach, staffing, process, timeframe)
- 5) Proximity to serve DPHD (office in Bay Area)
- 6) Potential fit with DPHD (chemistry with their team)
- 7) Sustainability Expertise
- 8) Proposed Fee Structure

Proposed Selection Process for a Healthcare Architectural Firm

This process should take approximately 7-8 weeks to complete.

- 1) Contact each of the listed firms to have a general conversation about the project, their capabilities, staff, availability and confirm their interest level.
- 2) Develop a spreadsheet with our findings from the calls and rank the firms based on the discussions held with each firm. Review the list with DPHCD leadership and determine a short list of approximately 5-7 firms to receive an RFQ .
- 3) Develop an RFQ and a proposed agreement. Have legal counsel review final drafts.
- 4) Distribute the RFQ to the short-listed firms and allow two weeks for a response.
- 5) Receive and review the responses, prepare a matrix which ranks the firms based on the agreed upon the selection criteria. Review results with DPHCD leadership.
- 6) Agree on interviewing 3-5 firms either virtually or in person.
- 7) Schedule and hold interviews. Based on the results of the interviews, score and rank the firms based on the selection criteria. DPHCD interview team would include Karin, Paul, 1-2 board members, Bob Walker, others?
- 8) Meet with the #1 ranked firm to resolve all contract and financial terms. If parties cannot agree to all terms, then meet with the 2nd ranked firm to resolve contract and financial terms.
- 9) Make a final recommendation to the board and execute agreement.

~ End of Document ~

Board Legislative Update

LegiScan Monitor Report

February 21, 2025

<p>California</p> <p><u>AB29</u></p>	<p>Priority: 0 / 10</p> <p>Topic: • Health</p> <p>Summary: This bill would require the department, as part of its above-described duties, to include (1) community-based organizations and local health jurisdictions that provide health services through community health workers and (2) doulas, that are enrolled Medi-Cal providers, as providers qualified to provide, and eligible to receive payments for, ACEs trauma screenings pursuant to the provisions described above.</p> <p>Pending: <u>In Assembly Health Committee</u></p> <p>Sponsors: <u>Arambula, J.</u></p> <p>Status: 2025-02-03 / Introduced</p> <ul style="list-style-type: none"> • Referred to Com. on Health. <p>2024-12-03</p> <ul style="list-style-type: none"> • From printer. May be heard in committee January 2. <p>2024-12-02</p> <ul style="list-style-type: none"> • Read first time. To print.
<p>California</p> <p><u>AB259</u></p>	<p>Priority: 0 / 10</p> <p>Topic: • District</p> <p>Summary: Existing law establishes limits on the number of meetings a member may participate in solely by teleconference from a remote location pursuant to these alternative teleconferencing provisions, including prohibiting such participation for more than 2 meetings per year if the legislative body regularly meets once per month or less. This bill would remove the January 1, 2026, date from those provisions, thereby extending the alternative teleconferencing procedures indefinitely.</p> <p>Pending: <u>In Assembly Local Government Committee</u></p> <p>Sponsors: <u>Rubio, B.</u></p> <p>Status: 2025-02-10 / Introduced</p> <ul style="list-style-type: none"> • Referred to Com. on L. GOV. <p>2025-01-17</p> <ul style="list-style-type: none"> • From printer. May be heard in committee February 16. <p>2025-01-16</p> <ul style="list-style-type: none"> • Read first time. To print.
<p>California</p> <p><u>AB310</u></p>	<p>Priority: 0 / 10</p> <p>Topic: • Health</p> <p>Summary: This bill would instead require, by January 1, 2027, a youth sports organization to ensure that its coaches are certified to perform cardiopulmonary resuscitation and to operate an AED. The bill would require, by January 1, 2027, a youth sports organization to have a written emergency response plan that includes certain information, including the location and procedures to be followed during a sudden cardiac event. The bill would require, by January 1, 2027, a youth sports organization to properly maintain and test its AED, as specified.</p> <p>Pending: <u>In Assembly Arts, Entertainment, Sports, and Tourism Committee</u></p> <p>Sponsors: <u>Alanis, J.</u></p>

Status: 2025-02-10 / Introduced
 • Referred to Com. on A.,E.,S.,T.
2025-01-24
 • From printer. May be heard in committee February 23.
2025-01-23
 • Read first time. To print.

Priority: 0 / 10

Topic: • Labor

Summary: This bill would require the governing body of a public agency, and boards and commissions designated by law or by the governing body of a public agency, to give the recognized employee organization no less than 120 daysâ• written notice before issuing a request for proposals, request for quotes, or renewing or extending an existing contract to perform services that are within the scope of work of the job classifications represented by the recognized employee organization.

California **Pending:** In Assembly Public Employment and Retirement Committee

AB339

Sponsors: Ortega, L.

Status: 2025-02-18 / Introduced
 • Referred to Com. on P. E. & R.
2025-01-29
 • From printer. May be heard in committee February 28.
2025-01-28
 • Read first time. To print.

Priority: 0 / 10

Topic: • Labor

Summary: This bill would also prohibit a local public agency employer, a state employer, a public school employer, a higher education employer, or the district from questioning any employee or employee representative regarding communications made in confidence between an employee and an employee representative in connection with representation relating to any matter within the scope of the recognized employee organizationâ• s representation.

California **Pending:** In Assembly Public Employment and Retirement Committee

AB340

Sponsors: Ahrens, P.

Status: 2025-02-18 / Introduced
 • Referred to Com. on P. E. & R.
2025-01-29
 • From printer. May be heard in committee February 28.
2025-01-28
 • Read first time. To print.

California **Priority:** 0 / 10

AB356

Topic: • District

Summary: This bill would express the intent of the Legislature to enact legislation to address the imposition of facility fees on consumers by health facilities to maintain high-cost equipment, regardless of whether the consumers receive care using this high-cost equipment.

Pending: N/A

Sponsors: Patel, D.

Status: **2025-01-31 / Introduced**
 • From printer. May be heard in committee March 2.
2025-01-30
 • Read first time. To print.

California

AB360

Priority: 0 / 10
Topic: • Health
Summary: This bill would state the intent of the Legislature to enact legislation relating to menopause that ensures patients experiencing menopause have access to health care providers who are well equipped to offer effective treatments and support and to promote greater awareness and education within the medical community to address gaps in care.
Pending: N/A
Sponsors: Papan, D.
Status: **2025-01-31 / Introduced**
 • From printer. May be heard in committee March 2.
2025-01-30
 • Read first time. To print.

California

AB417

Priority: 0 / 10
Topic: • District
Summary: [Placeholder for future legislation to be determined]
Pending: N/A
Sponsors: Carrillo, J.
Status: **2025-02-06 / Introduced**
 • From printer. May be heard in committee March 8.
2025-02-05
 • Read first time. To print.

California

AB463

Priority: 0 / 10
Topic: • EMS
Summary: Existing law authorizes a private ambulance owner to operate an emergency ambulance service upon obtaining a license from the Department of the California Highway Patrol, as specified.
 This bill would authorize those license holders to transport a police canine, as defined, that is injured in the line of duty, to a veterinary clinic or similar facility if there is no other person requiring medical attention or transport at that time.
Pending: N/A
Sponsors: Rodriguez, M.
Status: **2025-02-07 / Introduced**
 • From printer. May be heard in committee March 9.
2025-02-06
 • Read first time. To print.

<p><u>California</u> <u>AB533</u></p>	<p>Priority: 0 / 10</p> <p>Topic: • HCC</p> <p>Summary: This bill would additionally authorize any health care district to use the design-build process when contracting for the construction of a hospital or health facility building.</p> <p>Pending: N/A</p> <p>Sponsors: <u>Flora, H.</u></p> <p>Status: 2025-02-12 / Introduced</p> <ul style="list-style-type: none"> • From printer. May be heard in committee March 14. <p>2025-02-11</p> <ul style="list-style-type: none"> • Read first time. To print.
<p><u>California</u> <u>AB810</u></p>	<p>Priority: 0 / 10</p> <p>Topic: • District</p> <p>Summary: An act to amend Section 50034 of the Government Code, relating to local government.</p> <p>Pending: N/A</p> <p>Sponsors: <u>Irwin, J.</u></p> <p>Status: 2025-02-19 / Introduced</p> <ul style="list-style-type: none"> • Read first time. To print.
<p><u>California</u> <u>SB92</u></p>	<p>Priority: 0 / 10</p> <p>Topic: • District</p> <p>Summary: This bill would revise and recast the definition of "housing development" for purposes of the Density Bonus Law to instead mean a development project for 5 or more residential units, including mixed-use developments if at least two thirds of the square footage of the mixed-use development is designated for residential use, as specified.</p> <p>Pending: <u>In Senate Housing Committee</u></p> <p>Sponsors: <u>Blakespear, C.</u>; <u>Quirk-Silva, S.</u></p> <p>Status: 2025-01-29 / Introduced</p> <ul style="list-style-type: none"> • Referred to Coms. on HOUSING and L. GOV. <p>2025-01-23</p> <ul style="list-style-type: none"> • From printer. May be acted upon on or after February 22. <p>2025-01-22</p> <ul style="list-style-type: none"> • Introduced. Read first time. To Com. on RLS. for assignment. To print.
<p><u>California</u> <u>SB239</u></p>	<p>Priority: 0 / 10</p> <p>Topic: • District</p> <p>Summary: The bill would require the legislative body that established the subsidiary body electing to use teleconferencing pursuant to these provisions to establish the subsidiary body by charter, ordinance, resolution, or other formal action to make specified findings by majority vote, before the subsidiary body uses teleconferencing for the first time and every 12 months thereafter. The bill would require the subsidiary body to approve the use of teleconference by 2/3 vote before using teleconference pursuant to these provisions.</p>

Pending: [In Senate Local Government Committee](#)

Sponsors: [Arreguin, J.](#)

Status: **2025-02-14 / Introduced**

- Referred to Coms. on L. GOV. and JUD.

2025-02-03

- From printer. May be acted upon on or after March 2.

2025-01-30

- Introduced. Read first time. To Com. on RLS. for assignment. To print.

Priority: 0 / 10

Topic: • Health

Summary: This bill would require the department, subject to any necessary federal approvals and the availability of federal financial participation, to make additional Medi-Cal payments to district and municipal public hospitals (DMPHs), defined as nondesignated public hospitals, and to their affiliated government entities, in recognition of the Medi-Cal managed care share of GME costs.

[California](#) **Pending:** [In Senate Health Committee](#)

[SB246](#)

Sponsors: [Caballero, A.](#); [Grove, S.](#); [Dahle, M.](#); [Hurtado, M.](#); [Macedo, A.](#); [Ochoa Bogh, R.](#)

Status: **2025-02-14 / Introduced**

- Referred to Com. on HEALTH.

2025-02-03

- From printer. May be acted upon on or after March 2.

2025-01-30

- Introduced. Read first time. To Com. on RLS. for assignment. To print.

Priority: 0 / 10

Topic: • Health

Summary: The bill would require the department, among other things, to deploy mobile units, as defined, in 2 rural counties based on farmworker population and access to health care. Under the bill, the mobile units would include, at a minimum, computers, Wi-Fi, cubicles for virtual visits, and exam rooms for telemedicine.

[California](#) **Pending:** [In Senate Health Committee](#)

[SB338](#)

Sponsors: [Becker, J.](#)

Status: **2025-02-19 / Introduced**

- Referred to Com. on HEALTH.

2025-02-13

- From printer. May be acted upon on or after March 15.

2025-02-12

- Introduced. Read first time. To Com. on RLS. for assignment. To print.

[California](#)[SB339](#)**Priority:** 0 / 10**Topic:** • Health**Summary:** Existing law requires, with exceptions, that payments be reduced by up to 10% for clinical laboratory or laboratory services, in addition to other specified payment reductions under other existing law. This bill would delete that 10% payment reduction.**Pending:** [In Senate Health Committee](#)**Sponsors:** [Cabaldon, C.](#)**Status:** **2025-02-19 / Introduced**

- Referred to Coms. on HEALTH and JUD.

2025-02-13

- From printer. May be acted upon on or after March 15.

2025-02-12

- Introduced. Read first time. To Com. on RLS. for assignment. To print.



Ambulance Report January 2025

Patterson responses in January: 270 responses resulting in 194 transports. Our BLS unit P294 had 1 response and 1 transport. This unit is typically staffed when we are unable to staff a third paramedic unit (P93). There were 240 responses in the Patterson District Ambulance response area resulting in 170 transports. PDA units responded to 226 of 240 (94.17%) EMS calls in our district and transported 157 of 170 (92.35%) of all patients transported from our district. AMR responded into the district 4 times in December resulting in 4 transports and Westside had 10 responses resulting in 9 transports. PDA responded into the Westside District 26 times which resulted in 18 transports and 21 responses in AMR response area with 17 transports.

Patterson had 37 transports (19.07% of overall transports 194) were not in our primary response area. Typically, the out of district responses and transports are 10 – 12%. When we have unit capacity and the system is busy to the point of system saturation, it is beneficial to the district to respond and transport beyond our boundaries, January was a busy month as evidenced by the percentage of responses outside the district.

Jim and I attended a burn care continuing education session, "First 24 Hours of Burn Care" presented by Dr. Jason Heard, Associate Professor of Burn Surgery at UC Davis Regional Burn Center. Burn care continues to evolve and this was a very informative session.

Health Center Report January 2025/ Suzie Benitez

Encounter January 2025		
Primary Care Vacation/Sick/CME time off		
Provider	Hours worked	Encounters
Rodriguez	32	103
Singh	144	432
Barragan	163	460
Mercado	148	362
Primary Total	487	1,357
Mental Health Encounters		
Herrera		84
HC Total Encounters		1,441 10% over Jan 2024
Urgent Care Clinic Encounters (Tuesday and Thursday)		
Date	Time	Encounters
February 2024	5:00pm-9:00pm	170
March 2024	5:00pm-9:00pm	134
April 2024	5:00pm-9:00pm	133
May 2024	5:00pm-9:00pm	82% Medi-cal 18% Private =136
June 2024	5:00pm-9:00pm	91
July 2024	5:00pm-9:00pm	66% Medi-cal 34% Private = 98
August 2024	5:00pm-9:00pm	163
September 2024	5:00pm-9:00pm	126
October 2024	5:00pm-9:00pm	89
November 2024	5:00pm-9:00pm	96
December 2024	5:00pm-8:00pm	73 due to holiday closures
January 2025	5:00pm-8:00pm	96
<ul style="list-style-type: none"> • Recertification for Vaccine for Children program completed. • Monthly Health Plan Meeting with Health Net and Health Plan of San Joaquin (HEDIS MEASURES SUPPORT). • Monthly staff and provider meeting. • Scheduled for a health clinic on Saturday, April 12th. We will focus on breast cancer screening with mobile imaging and adolescent wellness exams. 		

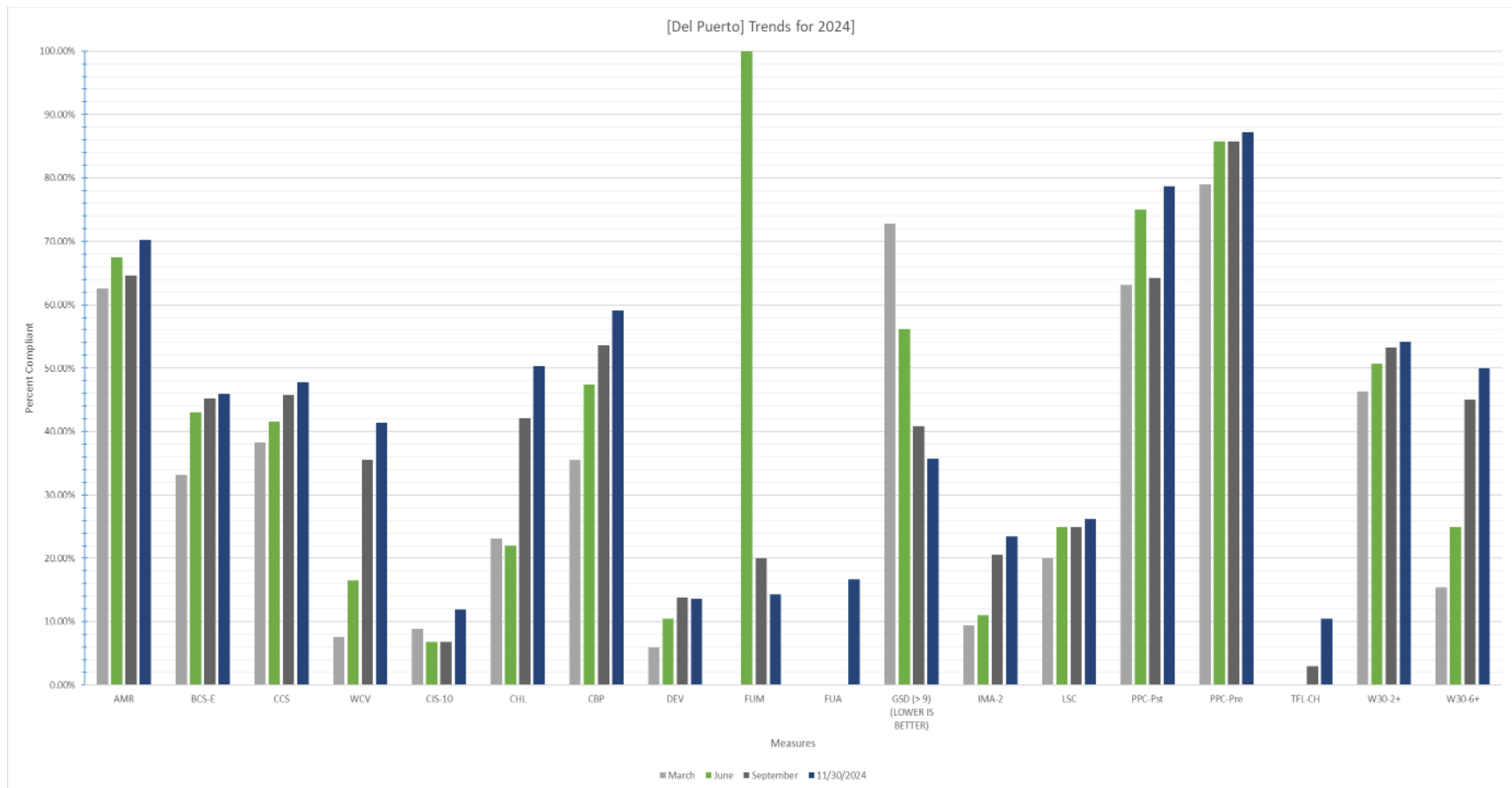
Column1	Column2
2024 Measures	2024 Measure Description
IHA	Initial Health Appointment
DEV	Developmental Screening in the First Three Years of Life
TFL-CH	Topical Fluoride for Children
BCS	Breast Cancer Screening
CCS	Cervical Cancer Screening
CIS10	Childhood Immunization Status-Combination 10
IMA	Immunizations for Adolescents-Combination 2
LSC	Lead Screening in Children
W30_1	Well-Child Visits in the First 0 to 15 Months-Six or More Well-Child Visits
W30_2	Well-Child Visits in the First 15 Months to 30 Months-Two or More Well-Child Visits
WCV	Child and Adolescent Well Care Visits
CBP	Controlling High Blood Pressure
HBD	Hemoglobin A1C Control for Patients With Diabetes-HbA1C Poor Control (>9%)
COL	Colorectal Cancer Screening
CHL	Chlamydia Screening Women
PPC_Pre	Timeliness of Prenatal Care
PPC_Post	Timeliness Postpartum Care
FUM	Follow-Up After ED Visits for Mental Illness-30 days
FUA	Follow-Up After ED Visits for Substance Abuse-30 days
AMR	Asthma Medication Ratio
WCV REL	Child and Adolscent WCV-Black or While REL Cohort

SUMMARY - FEB 2024

The January 2025 Board Report provides a comprehensive overview of healthcare center activities, patient encounters, and performance metrics. Primary care providers completed a total of 1,357 encounters, with Barragan having the highest at 460, and mental health services adding 84 encounters, bringing the total to 1,441, a 10% increase compared to January 2024. Urgent care encounters for January 2025 totaled 96, with previous months' visits showing varying payer mixes between Medi-Cal and private insurance. Operational highlights include the successful recertification for the Vaccines for Children program, ongoing collaboration with Health Net and the Health Plan of San Joaquin on HEDIS measures, and preparations for an April health clinic focusing on breast cancer screenings and adolescent wellness exams. Key performance measures tracked include well-child visits, cancer screenings, diabetes control, and follow-up care post-emergency visits.

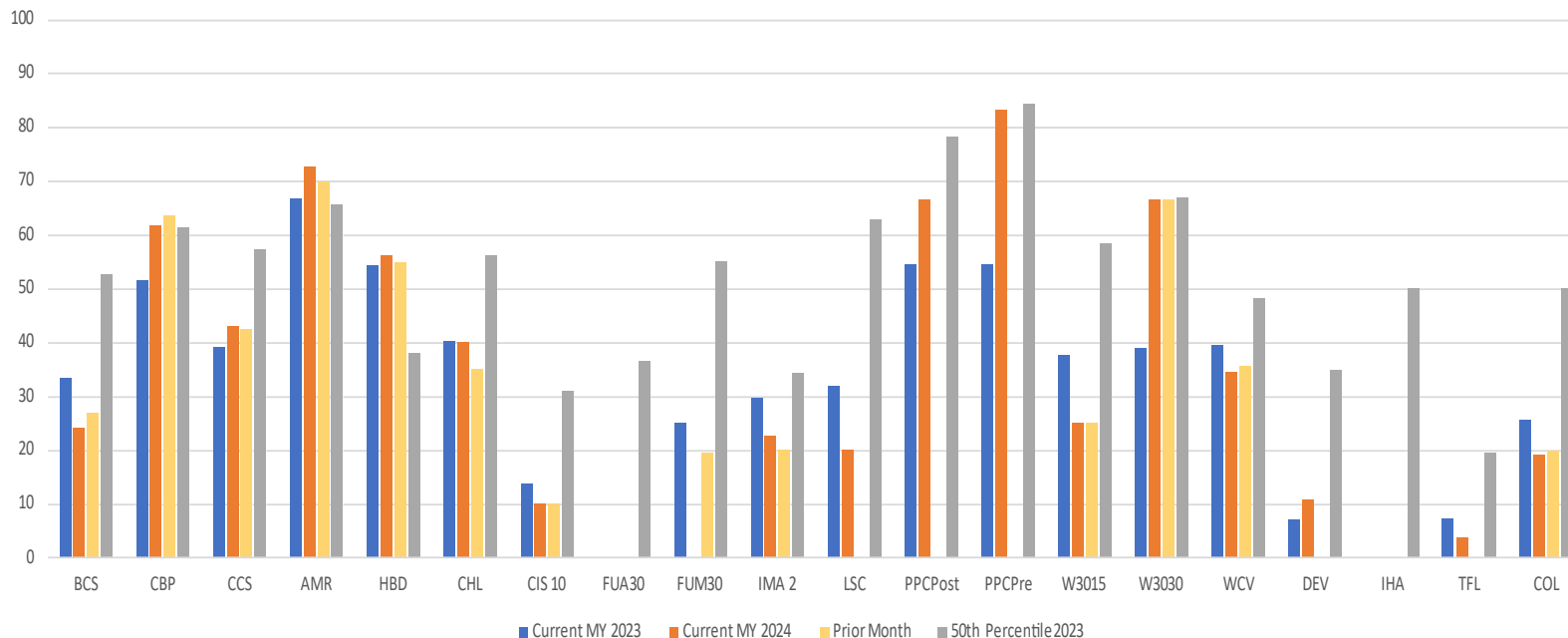


HPSJ Trend Report JANUARY 2025



Quality Performance – January 2025MY

Performance for Del Puerto Health Center



	BCS*	CBP*	CCS*	AMR	HBD*^A	CHL	CIS10*	FUA30	FUM30	IMA2*	LSC*	PPC POST	PPC PRE*	W30_15*	W30_30*	WCV*	DEV*	IHA*	TFL*	COL*	WC V REL*
Cur MY 2023	33.3%	51.4%	39.1%	66.7%	54.2%	40.1%	13.6%	0%	25%	29.5%	31.8%	54.5%	54.5%	37.5%	38.9%	39.3%	7.0%	0%	7.2%	25.5%	-
Cur MY 2024	24%	61.8%	43.02%	72.73%	56.25%	40%	10	-	0%	22.58%	20%	66.7%	83.3%	25%	66.7%	35.4%	10.71%	0%	3.66%	19.1%	-
2024 Den	25	34	179	11	48	20	10	0	1	31	10	12	12	4	9	492	28	25	492	105	-
Prior Month	26.92%	63.64%	42.45%	70%	55%	35%	10%	-	-	19.35%	20%	-	-	25%	66.7%	33.54%	-	0%	-	19.81%	-
50 th Percentile	52.6%	61.3%	57.1%	65.5%	38%	56%	30.9%	36.5%	54.9%	34.3%	62.8%	78.1%	84.2%	58.4%	66.8%	48.1%	34.7%	50%	19.3%	50%	-



Human Resources Status Report February 2025

By Robert Trefault, Human Resources Manager

The Del Puerto Health Care District's Human Resources Department is actively involved in the District's growth and employee engagement. We are still recruiting a Pediatrician and an Advanced Practice Provider (e.g., NP, PA). We are also currently recruiting Clinical Medical Assistants, Patient Service Representatives and continue to strengthen our EMS team.

We updated their 2025 Tax Withholdings this year. This will both help ensure all employees are updated and that we are in compliance when audited. We are also going to work on moving all hard copy files on active employees to electronic files by mid-year. This will save space and make locating documents on more experienced employees easier when needed.

We have had eight employee requests for either testing or training in medical translation so far. Language Line has agreed to letting two individuals test for free so we can see how it goes and allow others to understand if they will need the training or may have enough knowledge and experience to pass without it. We will report on its progress once we have had a few individuals take the test.



Employee Anniversaries

1 Year Anniversary



Anthony Cordova
EMT
Patterson District Ambulance

13th Year Anniversary



Lori Valdovinos
EMT
Patterson District Ambulance

Welcome Back!



Mary (Annette) Robles
HC Patient Services
Representative - Level II
Del Puerto Health Care District

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – February 24, 2025****11B. Paradigm Clinic Research Opportunities for Patients****Page 1 of 2**

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: No

4/5 Vote Required: No

SUBJECT: Paradigm Clinic Research Opportunities for Patients

STAFF REPORT: Paradigm and Dr. Rodriguez are collaboratively bringing research opportunities to the Central Valley. Paradigm Research would like to further explore the relationship with DPHCD and how we might collaborate to bring these study opportunities to your patients.

Paradigm Clinical Research prioritizes broad patient access to clinical trials by actively seeking to reach diverse and underrepresented populations, aiming to ensure that individuals from various demographics have the opportunity to participate in research, particularly in areas where access might be limited; this includes expanding their clinic locations to underserved communities and utilizing technology to streamline the patient recruitment process.

Allowing a clinical research company access to patient records can be both beneficial and risky. Here's a quick overview:

Pros:

- Access to Innovative Treatments: Patients might benefit from cutting-edge, widely available therapies.
- Advancement of Medical Knowledge: Contributes to medical research that can improve healthcare outcomes.
- Funding Opportunities: Research collaborations can bring in funding or resources.
- Improved Care: Studies may lead to better understanding and management of diseases.

Cons:

- Privacy Concerns: Potential risks of violating HIPAA and patient privacy regulations.
- Trust Issues: Patients might lose trust if their data is accessed without clear consent.
- Compliance Burden: Ensuring regulatory compliance can be time-consuming and costly.
- Potential Liability: Misuse of patient information can expose the health center to legal risks.

Key Considerations:

- Strict compliance with HIPAA and state regulations.
- Obtaining informed consent from patients.
- Establishing Business Associate Agreements (BAAs) with the research company.
- Limiting access to de-identified data whenever possible.

DISTRICT PRIORITY: Promotion of health care**FISCAL IMPACT:** None**STAFFING IMPACT:** None**CONTACT PERSON:** Dr. Jose M. Rodriguez**ATTACHMENT(S):** Paradigm Clinic Research

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – February 24, 2025

11B. Paradigm Clinic Research Opportunities for Patients

Page 2 of 2

RECOMMENDED BOARD ACTION:

ROLL CALL REQUIRED: YES / NO

RECOMMENDED MOTION: *I move the Board of Directors of the Del Puerto Health Care District (DPHCD) to agree with Paradigm Clinical Research-Modesto (PCR-M), as long as Dr. Jose M. Rodriguez is the medical director for both DPHCD and PCR-Modesto, to allow PCR-M access to de-identified patient Electronic Health Record (EHR) data for the purpose of identifying potential candidates for clinical research studies.*

This partnership shall be contingent upon:

- *Execution of a fully compliant Data Use Agreement (DUA) that meets all Health Insurance Portability and Accountability Act (HIPAA) and applicable state privacy regulations.*
- *Strict adherence to patient privacy and data security standards, including:*
- *Access is limited to de-identified data unless individual patient authorization is obtained.*
- *No patient contact by Paradigm Clinical Research without explicit patient consent.*
- *Review and approval by legal counsel.*
- *Annual review of the agreement to ensure continued compliance with all regulatory requirements and alignment with the district's mission and values.*

The CEO is hereby authorized to execute all necessary documents and take all actions necessary to implement this partnership, subject to the terms outlined above."

Motion Made By	Motion	Second	Aye	No	Abstain	Absent
<i>Director Campo</i>						
<i>Director Avila</i>						
<i>Director Traore</i>						
<i>Director Ramirez</i>						
<i>Director Gomez</i>						

I, the undersigned Clerk of the Board of Directors of the Del Puerto Healthcare District, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted by the Board at a meeting thereof on the 24th day of February 2025, by the following vote of the members thereof:

Jasmine Sanchez, Clerk of the Board

Paradigm Clinical Research Information

Enhancing Patient Access to Clinical Trials While Maintaining HIPAA Compliance

Clinical trials are essential for advancing medical care, yet less than 5% of eligible patients enroll due to lack of awareness, logistical barriers, or limited integration within their healthcare system. By seamlessly incorporating research opportunities into clinical workflows, we can bridge this gap while ensuring compliance with all HIPAA regulations and patient privacy protections.

Why Direct Access to Research Matters

- ✓ Improved Patient Outcomes – Patients gain access to innovative treatments before they are widely available.
- ✓ Enhanced Equity in Research – A diverse participant pool leads to more generalizable study results.
- ✓ Efficient Trial Recruitment – Secure, limited EMR access enables faster identification of eligible patients.
- ✓ Strengthened Institutional Reputation – Hospitals and clinics offering research as a care option position themselves as leaders in medical innovation.

Commitment to Compliance & Privacy

We recognize the importance of protecting patient privacy and are committed to full HIPAA compliance. Access to the EMR will be:

- ✓ Limited to IRB-approved research personnel for pre-screening under a covered research protocol.
- ✓ Restricted to de-identified or limited datasets, as per HIPAA provisions for research.
- ✓ Conducted under strict auditing and oversight, ensuring no unauthorized access or misuse.

Under HIPAA (45 CFR 164.512(i)), research is recognized as a covered activity, permitting access to PHI under an IRB waiver or patient authorization. Our approach follows all regulatory requirements, ensuring that patient rights, data security, and institutional policies are upheld.

By integrating clinical trials into routine patient care ethically and securely, we ensure that eligible individuals are informed of all possible treatment options—at the right time, by their trusted healthcare providers.

Paradigm Clinical Research Information

Paradigm's Practices ensuring transparency, patient rights, and compliance include:

1. Purpose & Scope

This policy ensures patients are aware of how their data is shared and how they may be contacted for clinical study opportunities. It applies to all staff at Paradigm Clinical Research involved in research recruitment and data management.

2. Patient Data Access & Research Contact

- **Demographic forms** will include a section for patients to **grant or decline** permission for the research team to access their PHI and contact them about potential studies.
- Only the **minimum necessary data** will be shared with the research site if permission is granted.
- PHI will not be shared without prior authorization, following **HIPAA compliance and security protocols**.

3. Patient Rights & Revoking Access

- Patients may **revoke their permission at any time** by notifying the clinic in writing or verbally.

Once permission is revoked, no further data will be shared, and the patient will no longer be contacted regarding research opportunities.

More on the policies that Paradigm implements to ensure transparency and ensuring HIPAA compliance by providing guidance to provider partners:

As we continue to prioritize patient privacy, it's imperative that your Notice of Privacy clearly informs individuals about the collection, usage, and retention of their information for research purposes. We recognize the critical importance of transparency and informed consent in our research practices. We suggest the following verbiage:

“As part of our commitment to safeguarding your privacy and advancing medical knowledge, we want to inform you that your personal health information may be viewed for clinical research purposes. This may include screening aimed at improving healthcare practices, developing new treatments, or conducting scientific studies. You may be contacted directly by our research department, if your physician feels you would be a good fit in a research trial. Your health information will never be used for or retained without your written consent. Rest assured, your confidentiality will be rigorously maintained, and your data will only be used in accordance with applicable laws and regulations. Your participation in our practice implies your consent for such utilization of your information for research purposes unless you explicitly state otherwise. If you have any concerns or questions regarding the use of your data, please do not hesitate to discuss them with our staff. Your trust and privacy are of utmost importance to us.”

By implementing these provisions in your patient paperwork, we can ensure that individuals are fully informed about the implications of participating in clinical research and that their privacy rights are protected at all times.

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – February 24, 2024****11C. Resolution 2025-07 Revenue Bond Approval****Page 1 of 2**

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: No

4/5 Vote Required: No

SUBJECT: **Res 2025-07 Revenue Bond for Property Purchase Short-Term Loan****STAFF REPORT:** **On January 13, 2025, the Board** authorized the purchase of the Mahaffey South property to expand healthcare facilities. While a Cal Mortgage for healthcare infrastructure will be obtained for the long-term financing of the 27.5 acres and Del Puerto Ambulance and Administration Center (DPAC), that funding cannot be obtained until the start of the DPAC project. Short-term financing is required to close the sale by the designated date of May 13, 2025.

This resolution establishes the Board's authorization to enter the agreement for the revenue bond and authorizes the CEO to sign all paperwork required for the transaction.

DISTRICT PRIORITY: This acquisition aligns with the District's mission to enhance healthcare services, supporting California Health & Safety Code Section 32121.**FISCAL IMPACT:** The purchase cost of \$7,210,922 will be funded through a short-term loan until the long-term construction loan, guaranteed by the district's property tax revenue, is funded.**STAFFING IMPACT:** No additional staffing requirements are anticipated.**CONTACT PERSON:** Karin Freese**ATTACHMENT(S):** Resolution 2025-07**RECOMMENDED BOARD ACTION:****ROLL CALL REQUIRED:** YES**RECOMMENDED MOTION:** *I move the Board of Directors to adopt Resolution 2025-07 approving the form and authorizing the Execution and delivery of an indenture and a bond purchase Agreement in connection with the issuance, sale, and Delivery of the Del Puerto Health Care District revenue Bonds, series 2025, to finance the purchase of approximately 27.5 acres of land near downtown Patterson, California, to be Used, in part, for the construction of an Ambulance/Administration Center and Approving Certain Other Actions*

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – February 24, 2024

11C. Resolution 2025-07 Revenue Bond Approval

<i>Motion Made By</i>	<i>Motion</i>	<i>Second</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
<i>Director Avila</i>						
<i>Director Gomez</i>						
<i>Director Traore</i>						
<i>Director Ramirez</i>						
<i>Director Campo</i>						

I, the undersigned Clerk of the Board of Directors of the Del Puerto Healthcare District, hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by the Board at a meeting thereof on the 24th day of February 2025, by the following vote of the members thereof:

Jasmine Sanchez, Clerk of the Board

**Del Puerto Health Care District
Resolution 2025-07**

**RESOLUTION APPROVING THE FORM AND AUTHORIZING THE
EXECUTION AND DELIVERY OF AN INDENTURE AND A BOND PURCHASE
AGREEMENT IN CONNECTION WITH THE ISSUANCE, SALE AND
DELIVERY OF THE DEL PUERTO HEALTH CARE DISTRICT REVENUE
BONDS, SERIES 2025, TO FINANCE THE PURCHASE OF APPROXIMATELY
27.5 ACRES OF LAND NEAR DOWNTOWN PATTERSON, CALIFORNIA, TO BE
USED, IN PART, FOR THE CONSTRUCTION OF AN
AMBULANCE/ADMINISTRATION CENTER AND APPROVING CERTAIN
OTHER ACTIONS**

RESOLVED, by the Board of Trustees (the "Board") of the Del Puerto Health Care District (the "District"), as follows:

WHEREAS, the District has determined that it is in the best interests of the District at this time to issue its Del Puerto Health Care District (Stanislaus County, California) Revenue Bonds, Series 2025 (the "Bonds") to finance a portion of the cost of acquiring approximately 27.5 acres of land near downtown Patterson, California, to be used, in part, for the construction of an ambulance/administration center (the "Project");

WHEREAS, the District's obligation to pay the principal of and interest on the Bonds will be secured by a pledge of (a) the District's general purpose operating *ad valorem* property tax revenues, and (b) the District's Gross Revenues (as defined in the hereinafter Indenture) (collectively, the "Pledged Revenues"), and will not constitute an obligation of the District for which the District is obligated to levy or pledge any form of taxation or for which the District has levied or pledged any form of taxation, other than the Pledged Revenues;

WHEREAS, the District has determined to authorize the officers of the District to take all necessary action to accomplish the issuance, sale, and delivery of the Bonds; and

WHEREAS, pursuant to section 5852.1 of the Government Code, which became effective on January 1, 2018, by the enactment of Senate Bill 450, certain information relating to the Bonds is set forth in Exhibit A attached to this Resolution, and such information is hereby disclosed and made public;

NOW, THEREFORE, it is hereby ORDERED and DETERMINED, as follows:

Section 1. The Board hereby approves the financing of the Project by the issuance of the Bonds, so long as the principal amount of the Bonds is not greater than \$10,600,000, the true

Del Puerto Health Care District Resolution 2025-07

interest cost of the Bonds does not exceed 5.00% and the term of the Bonds does not extend beyond March 15, 2028.

Section 2. The form of indenture between the District and U.S. Bank Trust Company, National Association, as trustee (the "Trustee"), as presented to this meeting (the "Indenture"), is hereby approved. The President, the Vice President or the Chief Executive Officer, or the designee thereof, is hereby authorized and directed, for and in the name of the District, to execute and deliver the Indenture in the form presented to this meeting, with such changes therein as the officer executing the same may approve, such approval to be conclusively evidenced by the execution and delivery of the Indenture. The date, maturity date, interest rate, interest payment dates, denominations, forms, registration privileges, place or places of payment, terms of redemption and other terms of the Bonds shall be as provided in the Indenture, as finally executed.

Section 4. The form of bond purchase agreement between the District and Tri Counties Bank, commercial bank selected through a competitive process (the "Bond Purchase Agreement"), is hereby approved. the President, the Vice President or the Chief Executive Officer, or the designee thereof, is hereby authorized and directed for and in the name of the District, to execute and deliver a Bond Purchase Agreement in the form presented to this meeting, with such changes therein as the officer executing the same may approve, such approval to be conclusively evidenced by the execution and delivery of the Bond Purchase Agreement.

Section 5. The Board hereby approves the preparation of a request and direction, a lock box agreement, a blocked account or other similar document regarding disposition of general *ad valorem* property tax revenue allocable to the District for the benefit of the Trustee (the "Direction Agreement"). The President, the Vice President or the Chief Executive Officer, or the designee thereof, is hereby authorized and directed for and in the name of the District, to execute and deliver the Direction Agreement, with such changes therein as the officer executing the same may approve, such approval to be conclusively evidenced by the execution and delivery of the Direction Agreement. Notwithstanding the forgoing, the Board acknowledges that the Direction Agreement must be irrevocable so long as the Bonds are outstanding and this term may not be modified.

Section 6. The President, the Vice President or the Chief Executive Officer, or the designee thereof, is hereby authorized and directed, for and in the name of the District, to execute and deliver any other documents as may be deemed necessary or appropriate to issue the Bonds, such approval to be conclusively evidenced by the execution and delivery of such documents.

Section 7. The Bonds shall be executed by the manual or facsimile signature of the President, the Vice President or the Chief Executive Officer, or the designee thereof, and attested by the manual or facsimile signature of the Secretary of the Board of the District, or the designee thereof, in the form set forth in and otherwise in accordance with said indenture.

Del Puerto Health Care District Resolution 2025-07

Section 8. The President, the Vice President or the Chief Executive Officer, or the designee thereof, are hereby authorized and directed, for and on behalf of the District, to approve any changes to the foregoing documents, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 9. The Bonds, when so executed, shall be delivered to the Trustee for authentication by the Trustee. The Trustee is hereby requested and directed to authenticate the Bonds by executing the Trustee's Certificate of Authentication appearing thereon, and to deliver the Bonds, when duly executed and authenticated, to the purchaser thereof in accordance with written instructions of the District. Said instructions shall provide for the delivery of the Bonds to the purchaser thereof upon payment of the purchase price thereof.

Section 10. The Secretary of the Board of the District, or the designee thereof, is hereby authorized and directed to attest the signature of the President, the Vice President or the Chief Executive Officer, or the designee thereof, as may be required in connection with the execution and delivery of the Indenture, the Bond Purchase Agreement, the Direction Agreement and the Bonds in accordance with this Resolution.

Section 11. The President, the Vice President or the Chief Executive Officer, or the designee thereof, and the officers of the District are each hereby authorized and directed to do the following with respect to the issuance of the Bonds:

a. Take any and all actions and execute, acknowledge, deliver and file any and all agreements, instruments or other documents of any kind required of the District, including, without limitation, the motion for authority to borrow on a secured basis and issue the Bonds and expressly provide in the District's plan of adjustment that the Bonds shall be ratified and reinstated without any change or modification to their terms; and

b. Act as an agent to the District for the purposes of issuing the Bonds and any additional negotiations, authorizations, approval, executions, consents, notices, deliveries or other acts required to issue such Bonds.

Section 12. All actions taken by the President, the Vice President, the Chief Executive Officer, the Secretary or the designee thereof, or the designee thereof, and other officers or directors of the District which have been undertaken to date or which will be undertaken with respect to the planning, negotiation, authorization, approval and implementation of the financing plan are hereby ratified, confirmed and approved in all respects.

Section 13. This resolution shall take effect immediately upon its passage.

Del Puerto Health Care District Resolution 2025-07

PASSED AND ADOPTED at the meeting of the Del Puerto Health Care District Board of Directors held on the 24th day of February, 2025, by the following vote:

AYES: _____/_____/_____

NOES: _____/_____

ABSENT: _____/_____

ABSTAIN: _____/_____

President, Board of Directors
Del Puerto Health Care District

ATTEST:

Secretary, Board of Directors
Del Puerto Health Care District

Del Puerto Health Care District
Resolution 2025-07

EXHIBIT A

GOVERNMENT CODE SECTION 5852.1 DISCLOSURE

The following information consists of estimates that have been provided by the District's municipal advisor and the placement agent which has been represented to have been provided in good faith assuming a par amount of \$7,440,000 and an interest rate of 4.390%:

- (A) True Interest Cost of the Bonds: 4.391454%
- (B) Finance Charges: \$225,000
- (C) Net Proceeds to be Received: \$7,215,000
(net of finance charges)
- (D) Total Payment Amount through Maturity: \$8,385,371.87

The foregoing estimates constitute good faith estimates only.

The principal amount of the Bonds, the true interest cost of the Bonds, the finance charges thereof, the amount of proceeds received therefrom and total payment amount with respect thereto may differ from such good faith estimates due to (a) the actual date of the sale of the Bonds being different than the date assumed for purposes of such estimates, (b) the actual principal amount of Bonds sold being different from the estimated amount used for purposes of such estimates, (c) the actual amortization of the Bonds being different than the amortization assumed for purposes of such estimates, (d) the actual market interest rates at the time of sale of the Bonds being different than those estimated for purposes of such estimates, (e) other market conditions, or (f) alterations in the District's financing plan, or a combination of such factors. The actual date of sale of the Bonds and the actual principal amount of Bonds sold will be determined by the District based on the timing of the need for proceeds of the Bonds and other factors. The actual interest rates with respect to the Bonds will depend on market interest rates at the time of sale thereof. The actual amortization of the Bonds will also depend, in part, on market interest rates at the time of sale thereof. Market interest rates are affected by economic and other factors beyond the control of the District.

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – February 24, 2025****11C. Adopt FY 24-25 Mid-Year Budget Revision****Page**

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: Yes

4/5 Vote Required: No

SUBJECT: FY24-25 Mid-Year Budget Revision**STAFF REPORT:** The district has projected a net income of \$1,685,353 for the fiscal year 2024-2025.

A mid-year budget review is necessary to ensure alignment with actual performance. As a result of this review, adjustments have been made to account for new and unbudgeted items, leading to a net positive adjustment of \$275,051, which contributes to an increase in net income.

Consequently, the revised net income for the budget is now **\$1,960,404**.

FISCAL IMPACT: Overall Net Income Change**STAFFING IMPACT:** None**CONTACT PERSON:** Karin Freese/Maria Reyes-Palad**ATTACHMENT(S):** Revised FY24-25 Budget**RECOMMENDED BOARD ACTION:**

ROLL CALL REQUIRED: YES

RECOMMENDED MOTION: *I move that the Board of Directors approve the revised FY24-25 budget as discussed.*

<i>Motion Made By</i>	<i>Motion</i>	<i>Second</i>	<i>Aye</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
<i>Director Campo</i>						
<i>Director Avila</i>						
<i>Director Traore</i>						
<i>Director Ramirez</i>						
<i>Director Gomez</i>						

I, the undersigned Clerk of the Board of Directors of the Del Puerto Healthcare District, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted by the Board at a meeting thereof on the 24th day of February, 2025, by the following vote of the members thereof:

Jasmine Sanchez, Clerk of the Board

Del Puerto Health Care District
FY24-25 Mid-Year Budget Revision Draft
July 01, 2024 to June 30, 2025

	ADMIN				AMBULANCE				HEALTH CENTER			
	Annual Budget	Description	Increase (Decrease)	Revised FY24-25 BUDGET	Annual Budget	Description	Increase (Decrease)	Revised FY24-25 BUDGET	Annual Budget	Description	Increase (Decrease)	Revised FY24-25 BUDGET
Ordinary Income/Expense												
Income												
401.000 · Gross Patient Service Rev					10,767,826			10,767,826	5,108,174			4,868,174
403.000 · Adjustments					(5,814,626)		(5,814,626)	(5,814,626)	(674,412)	reduce # encounters	(240,000)	(462,412)
											212,000	
405.000 · Bad Debt					(669,203)	underbudget based on LY's actual	(240,000)	(909,203)	(45,953)			(45,953)
407.000 · Other Income	2,000			2,000	8,130		8,130	8,130	12,626			12,626
Total Income	2,000			2,000	4,292,127		4,052,127	4,052,127	4,400,435			4,372,435
Gross Profit	2,000			2,000	4,292,127		4,052,127	4,052,127	4,400,435			4,372,435
Expense												
601.000 · Salaries & Wages	665,742			665,742	2,056,156		2,056,156	2,056,156	1,884,813			1,884,813
602.000 · Employee Benefits	178,073			178,073	471,893		471,893	471,893	562,698			562,698
603.000 · Professional Fees	148,000	APlogic - Data Filing System & Support Fee	6,000	154,000	39,000	HMA Consulting fee - VRRP Eligibility	35,000	74,000	434,392	MD Contract Renewal increase	28,550	462,942
										ABW Fee changes due to PT increase volume	24,000	
604.000 · Purchased Services	14,733			14,733	257,651		257,651	257,651	397,494			421,494
605.000 · Supplies	8,280			8,280	91,511		91,511	91,511	106,734			106,734
606.000 · Utilities	8,218			8,218	26,455		26,455	26,455	47,065			47,065
607.000 · Rental and Lease	277			277			0	0	2,592			2,592
608.000 · Insurance Coverages	41,792			41,792	211,619		211,619	211,619	141,249			141,249
609.000 · Maintenance & Repairs	1,266			1,266	87,202		87,202	87,202	39,196			39,196
610.000 · Depreciation	10,549			10,549	242,000		242,000	242,000	89,215			89,215
						PP-GEMT-IGT cancel prior yrs Admin fee	(45,800)	517,346	137,178			137,178
611.000 · Other operating expenses	83,894			83,894	563,146		563,146	563,146	548,407			548,407
699.999 · Administrative Costs	(1,091,174)			(1,096,814)	545,587		545,587	545,587	545,587			545,587
Total Expense	69,650			70,010	4,592,220		4,584,240	4,584,240	4,388,213			4,443,583
Net Ordinary Income	(67,650)			(68,010)	(300,093)		(532,113)	(532,113)	12,222			(71,148)
Other Income/Expense												
Other Income												
701.000 · District Tax Revenues					251,459		251,459	251,459				
703.000 · Investment Income												
704.000 · Interest Expense									(50,200)			(50,200)
710.000 · Misc Other Income	2,000			2,000					5,000			5,000
710.030 · Gain on Sale of Asset												
705.000 · Tenant Revenue												
802.000 · Keystone District Expense												
Total Other Income	2,000			2,000	251,459		251,459	251,459	(45,200)			(45,200)
Net Other Income	2,000			2,000	251,459		251,459	251,459	(45,200)			(45,200)
Net Income	(65,650)		(6,000)	(66,010)	(48,634)		(229,200)	(280,654)	(32,978)		(80,550)	(116,348)

Del Puerto Health Care District
FY24-25 Mid-Year Budget Revision Draft
July 01, 2024 to June 30, 2025

	KEYSTONE C		NON-OPERATING REVENUE	FY24-25 BUDGET	OVERALL REVISED FY24-25 BUDGET	Diff
	FY24-25 Budget	Description	Revised FY24-25 BUDGET			
Ordinary Income/Expense						
Income						
401.000 · Gross Patient Service Rev				15,876,000	15,636,000	(240,000)
403.000 · Adjustments				(6,489,038)	(6,277,038)	212,000
405.000 · Bad Debt				(715,156)	(955,156)	(240,000)
407.000 · Other Income				22,756	22,756	
Total Income				8,694,562	8,426,562	(268,000)
Gross Profit				8,694,562	8,426,562	(268,000)
Expense				0		
601.000 · Salaries & Wages				4,606,711	4,606,711	
602.000 · Employee Benefits				1,212,664	1,212,664	
603.000 · Professional Fees				621,392	690,942	69,550
604.000 · Purchased Services				669,878	693,878	24,000
605.000 · Supplies				206,525	206,525	
606.000 · Utilities				81,738	81,738	
607.000 · Rental and Lease				2,869	2,869	
608.000 · Insurance Coverages				394,660	394,660	
609.000 · Maintenance & Repairs				127,664	127,664	
610.000 · Depreciation	47,597	May & June 25 Depreciaton (7,932)	39,665	389,361	381,429	(7,932)
611.000 · Other operating expenses						
699.999 · Administrative Costs				808,518	762,718	(45,800)
Total Expense	47,597		39,665	9,121,980	9,161,798	39,818
Net Ordinary Income	(47,597)		(39,665)	(427,418)	(735,236)	(307,818)
Other Income/Expense						
Other Income						
701.000 · District Tax Revenues				2,086,459	2,086,459	
703.000 · Investment Income				70,000	70,000	
704.000 · Interest Expense				(50,200)	(50,200)	
710.000 · Misc Other Income				7,000	7,000	
710.030 · Gain on Sale of Asset		Gain on Sale of Keystone C (including \$200K Donation) 599,454	599,454		599,454	599,454
705.000 · Tenant Revenue	116,019	May & June 25 Tenant Incor (19,336)	96,683	116,019	96,683	(19,336)
802.000 · Keystone District Expense	(16,507)	May & June District Expens 2,751	(13,756)	(116,507)	(113,756)	2,751
Total Other Income	99,512		582,869	682,381	2,695,640	582,869
Net Other Income	99,512		582,869	2,112,771	2,695,640	582,869
Net Income	51,915		590,801	1,685,353	1,960,404	275,051

Del Puerto Health Care District
FY24-25 Mid-Year Budget Adjustments

Adj #	Dept	Vendor	Description	Budgeted /Amount	Explanations	Budget Adjustments	Revised Budget Amount
1	Administration	APLogic	Data Filing System Migration	\$ 20,000	Additional support plus difference vs actual	\$ 6,000	\$ 26,000
2	Ambulance	AMB-Bad Debt	Underbudgeted per LY's actual	\$ (669,203)	Increase Bad Debt Provision	\$ (240,000)	\$ (909,203)
3	Ambulance	Health Management Associates (HMA)	Ambulance CY2024 Value Rate Range Program (VRRP) Eligibility		New Contract	\$ 35,000	\$ 35,000
4	Ambulance	Other Operating Expenses-Fees	Ambulance PP-GEMT-IGT State Admin Fee	\$ 75,000	Credit back Prior Yr's Admin Fees	\$ (45,800)	\$ 29,200
5	Health Center	HC-Gross Charges	Providers lesser hours (July to Dec 2024)	\$ 5,108,174	Decrease # of encounters	\$ (240,000)	\$ 4,868,174
6	Health Center	HC-Contractual Adjustments	Based on 12-month analysis	\$ (674,412)	Decrease contractual adjustments	\$ 212,000	\$ (462,412)
7	Health Center	Dr. Jose Rodriguez	Medical Directorship	\$ 106,000	Sep24 contract renewal increase	\$ 10,000	\$ 116,000
			Physician Services	\$ 318,000	Sep24 contract renewal increase	\$ 18,550	\$ 336,550
8	Health Center	ABW	Coding	\$ 103,010	\$3.5K per month increase due to PT volume	\$ 24,000	\$ 127,010
9	Keystone C	Sale of Keystone C	Purchase Price	\$ 2,200,000			
			Less: Keystone C Land, Book Balance	(148,000)			
			Less: Keystone C Building, Book Balance	(1,858,501)			
			Add: Accumulated Depreciation	405,955			
			Excess	<u>599,454</u>	CASH DONATION	\$ 200,000	\$ 200,000
					Net Gain on Sale of Keystone C	\$ 399,454	\$ 399,454
10	Keystone C	Impact on Tenant Revenue (effective date:2/13/2025)	Tenant Revenue	\$ 116,019	4.5 Months Rental (Mid-Feb to June 2025)	\$ (19,336)	\$ 96,683
			Less: Depreciation	(47,597)	May & June Months Depreciation	\$ (7,932)	\$ (39,665)
			Less: Kesytone C Expenses	(16,507)	4.5 Miscellaneous Expenses	\$ (2,751)	\$ (13,756)
			Budgeted Net Tenant Revenue	<u>\$ 51,915</u>		<u>\$ (8,653)</u>	<u>\$ 43,262</u>

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT

Board Meeting – February 24, 2025

11E. Review and Selection of Civil Engineering Services

Page 1 of 2

Department: Chief Executive Office

CEO Concurrence: Yes

Consent Calendar: No

4/5 Vote Required: No

SUBJECT: Review and Selection of Civil Engineering Services

STAFF REPORT: The Del Puerto Health Care District (DPHCD) has issued a Request for Proposal (RFP) seeking qualified firms to provide Professional Civil Engineering Services for the Patterson Health Care Campus and Ambulance & Administration Center Conceptual Master Plan. The selected firm will assist with pre-planning, due diligence, boundary and topographic surveys, and preparation of an ALTA survey for the 38-acre site in Patterson, CA. The RFP outlines comprehensive submittal requirements, including firm qualifications, project team information, past experience, financial stability, claims history, and detailed fees and compensation proposals. Submissions must adhere to strict formatting and content guidelines.

Screening Qualifications: Firms must meet the following minimum qualifications to be considered:

- Licensed to practice Civil Engineering and Surveying in California, with licenses in good standing.
- Preferably located within 75 miles of Patterson, CA.
- Familiarity with local, state, and federal codes and regulations.
- Demonstrated experience with commercial, mixed-use, and medical facility projects.
- Ability to provide a qualified project team with relevant expertise.
- Proven success in collaborating with clients, consultants, and contractors.
- Understanding of the District's mission, goals, and project objectives.

Evaluation Criteria: Proposals will be assessed based on:

- Project Team Quality & Experience (25%)
- Relevant Project Experience (20%)
- Understanding of Scope of Work (25%)
- Alignment with District Goals (10%)
- Approach, Philosophy & Schedule (10%)
- Commitment & Availability (10%)

Timeline:

- RFP Issuance: Tuesday, February 7, 2025
- Deadline for RFP Questions: Monday, February 17, 2025
- Proposal Submission Deadline: 2:00 PM, Thursday, February 20, 2025
- Firm Selection & Negotiations: Friday, February 21, 2025
- Board Review & Contract Award: Monday, February 24, 2025

Selection Process: The Building Committee will rank submissions, unseal the top firm's fee proposal, and enter negotiations. Negotiations will proceed to the next qualified firm if satisfactory terms are not reached. The contract award is subject to Board approval.

BOARD OF DIRECTORS OF DEL PUERTO HEALTH CARE DISTRICT**Board Meeting – February 24, 2025****11E. Review and Selection of Civil Engineering Services****Page 2 of 2**

DISTRICT PRIORITY:	Due Diligence in the purchase and development of the health care campus
FISCAL IMPACT:	Estimated costs for Civil Engineering Services are between \$50,000 to \$85,000 depending on due diligence components included
STAFFING IMPACT:	Contract negotiation, Civil Engineer works closely with Land Use Planning
CONTACT PERSON:	Karin Freese
ATTACHMENT(S):	Proposal Details, comparison, and recommendation to be delivered at the Feb 24, 2025 meeting.

RECOMMENDED BOARD ACTION:

ROLL CALL REQUIRED: YES

RECOMMENDED MOTION: *I move the Board of Directors to accept the proposal for Civil Engineering Services as part of exercising due diligence for the property purchase and support for the Master Planning process from _____ in the amount not to exceed \$ _____.*

Motion Made By	Motion	Second	Aye	No	Abstain	Absent
<i>Director Avila</i>						
<i>Director Gomez</i>						
<i>Director Traore</i>						
<i>Director Ramirez</i>						
<i>Director Campo</i>						

I, the undersigned Clerk of the Board of Directors of the Del Puerto Healthcare District, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted by the Board at a meeting thereof on the 27th day of January, 2025, by the following vote of the members thereof:

Jasmine Sanchez, Clerk of the Board