## MARIN HEALTHCARE DISTRICT

100-B Drake's Landing Road, Suite 250, Greenbrae, CA 94904 **Telephone: 415-464-2090** Fax: 415-464-2094 Email: info@marinhealthcare.org

Website: www.marinhealthcare.org

**BOARD OF DIRECTORS** FINANCE & AUDIT COMMITTEE MONDAY, JULY 29, 2024 @ 5:30 P.M.

### **Location**:

Marin Healthcare District Office

Greenbrae, CA 94904

100B Drakes Landing Road, Suite 250

Committee: Chair: Brian Su. MD

Members: Ann Sparkman, RN/BSN, JD

Staff: David Klein, MD, CEO Eric Brettner, CFO

> Brad Malsed, Exec Director Financial Planning Mary Hard, Dir, System Budgeting and Reporting

Support: Tricia Lee, EA

AGENDA

TAB 1. Call to Order / Approval of the Agenda (action) Su 2. Approval of the Minutes of the MHD Finance & Audit Committee Meeting of June 19, 2024 (action) Su #1 3. Su Public Comment Any member of the audience may make statements regarding any item NOT on the agenda. Statements are limited to a maximum of three (3) minutes. Please state and spell your name if you wish it to be recorded in the minutes. 4. Review Marin Healthcare District FY 2025 Operating Budget (action) Brettner #2 5. **District Financial Report** Brettner #3 A. May 2024 B. June 2024 6. Su Adjournment Next meeting: TBD

> A copy of the agenda for the Meeting will be posted and distributed at least seventy-two (72) hours prior to the meeting.

In compliance with the Americans with Disabilities Act, if you require accommodations to participate in a District meeting please contact the District office at 415-464-2090 at least 48 hours prior to the meeting.



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Board of Directors Finance and Audit Committee Tuesday, June 19, 2024 @ 5:30 pm Marin Healthcare District Office

### **MINUTES**

### 1. Call to Order

Chair Su called the meeting to order at 5:31 pm.

### 2. Roll Call / Approval of Agenda / Approval of Minutes

Committee members present: Brian Su, MD (Chair); Ann Sparkman (Board Member); Staff members present: Eric Brettner (CFO); Liz Lasnier (Controller); Tricia Lee, (EA) Guests present: Brian Conner (Moss Adams)

Approval of the Agenda: It was moved, seconded and carried to approve the agenda as presented. Approval of the Minutes: It was moved, seconded and carried to approve the minutes of the meeting of the committee on April 29, 2024.

#### 3. Public Comment

There was no public comment.

#### 4. Marin Healthcare District: 2022 Report of Independent Auditors

Mr. Conner of Moss Adams presented the Audit Results (Tab #2) and the Report of Independent Auditors (Tab #3). Moss Adams has given an <u>Unmodified Opinion</u>, the highest level of assurance that the financial statements are presented fairly and in accordance with US GAAP. No material weaknesses were identified.

The areas of significant risk inspected in the audit were: tax assessment receivables and revenues, capital assets, commitments and contingencies, and management override of control via manual journal entries.

Among other normal assets and liabilities, the financial ratios and metrics reflect the results of the hospital construction on capital assets, bonds payable, tax revenue, lease receivables and deferred inflows, depreciation and amortization, and bond interest expenses.

There was no further discussion. It was moved, seconded and carried to recommend the audit to the MHD Board of Directors for approval at their next Regular Meeting.

### 5. District Financial Reports

A. April 2024

Mr. Brettner reported that April's negative investment earnings of \$90K. Expenses were stable with minimal notable changes.

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Board of Directors Finance and Audit Committee Tuesday, June 19, 2024 @ 5:30 pm Marin Healthcare District Office

### **MINUTES**

Mr. Brettner provided an update on the FEMA reimbursement. The District is in the final stages with Cal OES of receiving the approved \$317K.

The balance sheet shows Tax Revenues Receivable has gone down by \$5.3M because county tax revenues received in April.

### 7. Adjournment

Chair Su adjourned the meeting at 6:18 pm.





# FY 2025 Budget - Open Items

- General Obligation (GO) Bonds
  - As discussed in the District Board meetings the Hospital requires significant additional seismic work.
  - After further discussion at the Board we will need to update the budget to reflect bond issuance/other related costs not included in this draft.
- Mental Health Clinic Support
  - The Outpatient Behavioral Health Clinic operating losses have improved significantly but the clinic continues generates operating losses in 2024 and is projected to do so in 2025.
     See appendix for Clinic performance.
  - The Hospital would ask the district to consider continuing to fund \$100,000 to support the Outpatient Behavioral Health Clinic (included in this draft).

# FY 2025 Budget Assumptions - Receipts

- Rental Income
  - Increased 3.1% based on estimated 2024 CPI
- Investment Earnings
  - Based on conservative expected return from investment advisor
- Tax Revenue
  - In working with the County of Marin, we have calculated the amount to be \$14.3M in total for the 2015 and 2017 Bond Funds

# FY 2025 Budget Assumptions - Expenses

- Legal Fees
  - Expected expenses in 2025 based 3 years of historical data and input from internal legal counsel
- Audit Fees
  - 0% increase to FY2024 actuals. Fees are split 50/50 with Hospital
- Board Comp and Board Expenses
  - Compensation based on 3 years of historical data
  - \$12K for conferences
- Charitable Contributions
  - \$6K + additional \$10K to be used at District Board's discretion
- Advertising
  - \$10K to be used at District Board's discretion

# FY 2025 Budget Assumptions - Expenses (continued)

- Community Communications & Education
  - \$68.8K for events, \$16K for reports, and \$4K for Website see slide 6 for detail
- Depreciation
  - Based on current fixed assets related depreciation expenses
- Mental Health Clinic Support
  - Previous 3-year commitment concluded in 2024
  - See slide 11 for current loss for discussion of potential future funding
- Mental Health Program Support
  - \$200K continued support pending District Board approval

# FY 2025 Budget Assumptions - Community Education

- Significant reduction of expenditures due to completion of Website & Logo in 2024 along with shifting of annual report to electronic distribution (\$56K reduction)
- Community Events
  - Seminars 3 seminars x \$20K = \$60K
  - Pop-up Events 4 events x \$2.2K = \$8.8K
- Reports
  - Annual Report deployed electronically \$7K
  - Eblasts 3 eblasts  $\times$  \$3K = \$9K
- Website
  - Maintenance \$4K

# FY 2025 Income Statement Budget

	GASB 87	1/1	/24 through 5/3.	1/24	No accounting	GASB 87
	Accounting Change		(5 months)		change	Accounting Change
		To Date -	To Date -		_	
	FY2024 Budget	Budget	Actual	Variance	FY2025 Budget	FY2025 Budget
Rental Revenue	\$ 92,743	\$ 37,972	\$ 269,566	\$ 231,594	\$666,919	\$ 175,590
Lease Interest Revenue	565,066	236,114	-	(236,114)	-	491,329
Investment Earnings	179,697	74,874	21,159	(53,715)	187,289	187,289
Total Income	837,505	348,960	290,725	(58,234)	854,208	854,208
Legal Fees	50,000	20,833	3,228	17,606	40,000	40,000
Accounting Fees	27,500	11,458	11,458	-	29,250	29,250
Board Compensation	14,000	5,833	3,780	2,053	12,000	12,000
Board Expenses	20,000	8,333	641	7,693	12,000	12,000
Election Expenses	200,000	-	-	83,333	-	-
Charitable Contributions	16,000	6,667	-	6,667	16,000	16,000
Advertising	17,000	7,083	-	7,083	10,000	10,000
Community Education	145,000	60,417	32,858	27,559	88,864	88,864
Dues	12,000	5,000	4,828	172	12,000	12,000
MHMC Program Support	200,000	83,333	83,333	-	200,000	200,000
MHMN Program Support	100,000	41,667	41,667	-	100,000	100,000
Total Expense	801,500	250,625	181,792	152,166	520,114	520,114
Net Operating Income/(Loss) before						
Depr & Bond-Related	36,005	98,335	108,933	10,598	334,094	334,094
Depreciation Expense	11,878,774	4,949,489	4,949,482	7	11,878,757	11,878,757
Net Operating Income/(Loss) before						
Bond-Related	(11,842,769)	(4,851,154)	(4,840,549)	10,605	(11,544,663)	(11,544,663)
Bond-Related Revenue (Expense)						
Tax Revenue	15,101,308	6,292,212	6,292,212	0	14,280,222	14,280,222
Bond Fund Earnings	66,257	27,607	155,745	128,138	74,758	74,758
Bond Interest Expense	(14,219,642)	(5,924,851)	(5,933,531)	(8,680)	(14,164,308)	(14,164,308)
Net Income/(Loss)	\$ (10,894,845)	\$ (4,456,187)	\$ (4,326,123)	\$ 130,064	\$ (11,353,992)	\$ (11,353,992)

# FY 2025 Balance Sheet Budget

### Marin Healthcare District Balance Sheet

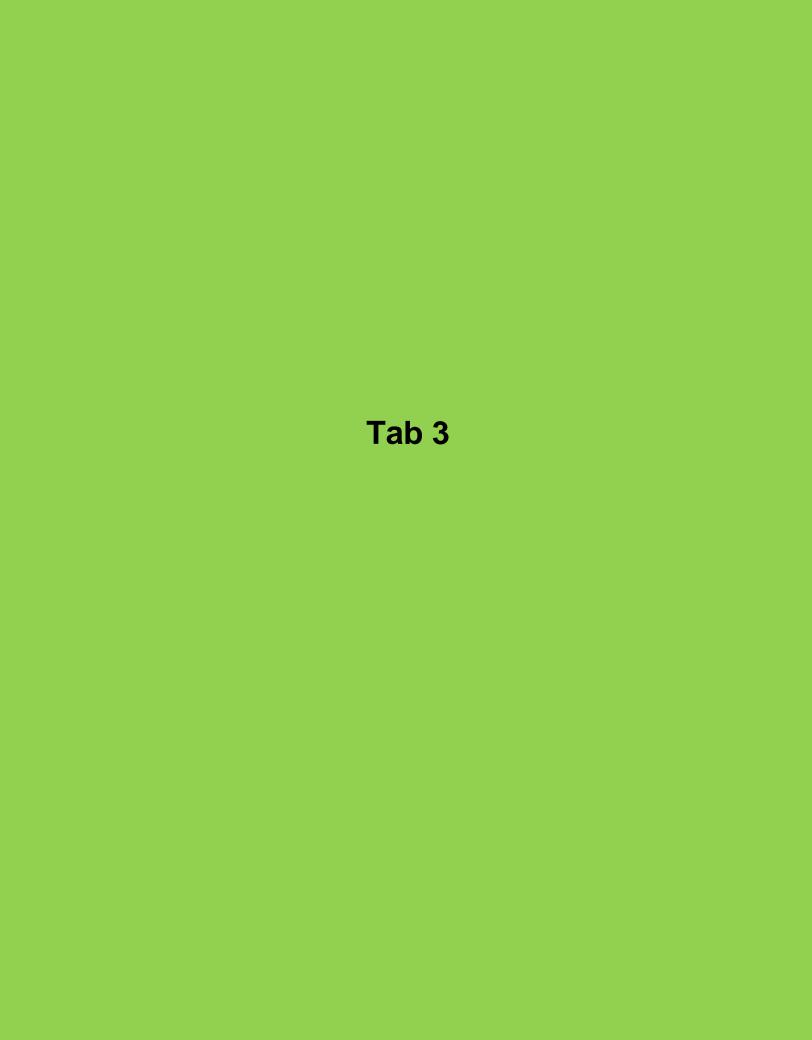
	12/31/2023	Expected 12/31/2024	Expected 12/31/2025
Current Assets			
Cash	867,658	911,488	1,070,261
Investment	3,690,043	3,825,811	4,001,132
Tax Revenues Receivable	6,794,729	6,418,112	5,640,566
Prepaid Expenses		6,000	6,000
Total Current Assets	11,352,430	11,161,411	10,717,959
Property, plant, and equipment, net	386,798,711	376,817,047	365,927,959
Parking Garage, net	19,276,460	18,369,266	17,379,602
Assets Limited To Use - Sinking Funds	11,946,664	11,121,334	8,139,726
Lease Receivable	10,989,350	10,822,652	10,634,865
Deposits & Retainers	36,000	36,000	36,000
Total Non-Current Assets	429,047,185	417,166,298	402,118,152
Total Assets	440,399,615	428,327,709	412,836,111
Current Liabilities			
Accounts Payable	735	501	501
Interest Payable	6,340,375	6,340,375	5,984,278
Accrued Expenses	28,175	38,599	39,790
Other Current Liabilities	9,915,340	9,471,170	9,020,162
Related Party Payables	(691)	· · ·	-
Current Bond Maturities	1,250,000	1,570,000	1,915,000
Total Current Liabilities	17,533,934	17,420,644	16,959,730
Bonds Payable	362,540,000	360,970,000	359,055,000
Bond Premium	21,630,790	20,654,362	19,677,934
Total Liabilities	401,704,724	399,045,006	395,692,664
Net Assets	46,565,238	38,694,891	29,282,703
Net (Loss)/Income	(7,870,347)	(9,412,188)	(12,139,256)
Total Net Assets	38,694,891	29,282,703	17,143,447
Total Liabilities and Net Assets	440,399,615	428,327,709	412,836,111

# Questions?



## Mental Health Clinic Financial Statement

MarinHealth Medical Network		MarinHealth Medical Network		MarinHealth Medical Network			
Income Statement		Income Statement		Income Statement			
12-December	er 12-December		5-May				
	YTD		YTD		YTD	ANNUALIZED	
	2022		2023		2024	2024	
9021 - MHD BEHAVIORAL HEALTH		9021 - MHD BEHAVIORAL HEALTH		9021 - MHD BEHAVIORAL HEALTH			
UCSF Revenue	653,982	UCSF Revenue	1,088,483	UCSF Revenue	731,090	1,850,934	
Total Income	653,982	Total Income	1,088,483	Total Income	731,090	1,850,934	
Salaries & Wages	386,254	Salaries & Wages	439,866	Salaries & Wages	230,577	553,385	
Employee Benefits	115,876	Employee Benefits	131,960	Employee Benefits	69,173	166,015	
Professional Fees	325,245	Professional Fees	576,031	Professional Fees	371,351	891,242	
Purchased Services	14,376	Purchased Services	13,707	Purchased Services	5,083	12,198	
Supplies	2,534	Supplies	1,400	Supplies	1,904	4,570	
Rent & Leases	146,954	Rent & Leases	131,753	Rent & Leases	58,672	140,812	
Insurance	25,059	Insurance	25,067	Insurance	8,416	20,198	
Utilities	2,040	Utilities	3,149	Utilities	2,459	5,902	
Other	28,350	Other	15,291	Other	7,802	18,724	
APeX Fees	71,055	APeX Fees	110,355	APeX Fees	57,895	138,948	
Billing Fees	38,585	Billing Fees	64,221	Billing Fees	43,134	109,205	
Total Expense	1,156,328	Total Expense	1,512,799	Total Expense	856,465	2,061,199	
Total Net Income / (Loss)	(502,346)	Total Net Income / (Loss)	(424,316)	Total Net Income / (Loss)	(125,375)	(210,264)	
RVUs - MD	1,338	RVUs - MD	4,029	RVUs - MD	3,002	7,829	
RVUs - APP	5,224	RVUs - APP	5,848	RVUs - APP	3,358	8,060	





To: MHD Finance and Audit Committee

From: Eric Brettner, CFO

Re: May 2024 Financial Report

Date: June 17, 2024

#### I. General Comments

These financial statements contain, in summary format, the balance sheet and income statement

### II. Income Statement and Budget

The District's net operating income for the month was \$105,270 which was favorable to budget by \$102,271. The favorable variance is driven by higher than expected investment earnings. Rental revenue from the hospital lease was \$53,913 in May. Investment earnings were comprised of \$12,530 dividend and interest income as well as \$13,207 of realized loss and a \$81,763 increase in the value of investments. The District incurred total operating expenses of \$29,729 which was favorable to budget by \$37,064. The favorable variance was due to lower than budgeted legal fees and election expenses. Depreciation expense was \$989,896 in May. Bond Related Revenues and Expenses included \$1,292,189 of accrued tax revenues less bond fund earnings, and \$1,186,706 of bond interest expense.

#### III. Balance Sheet

#### Assets

Cash at May 31, 2024 of \$994,141 increased by \$26,341. The increase was due to rent revenue deposit offset by intercompany payments to related parties for program support. Investment account balances of \$3,707,375 increased by \$81,045 from the prior month. Tax revenue receivables are \$4,815,768 and represent amounts due from the County of Marin. The payments received from the County are deposited directly into the bond fund accounts.

The tax payments received from the County, together with the balance of the proceeds from the bonds issued in November 2015 and September 2017, net of issuance costs, are reflected in the account "Assets Limited to Use – Interest & Sinking Funds". These funds total \$11,340,128 at May 31, 2024 to be used for bond principal and interest payments.



### Liabilities and Net Assets

Interest payable of \$5,072,300 increased by \$1,268,075 from the prior month due to the accrual of interest. Accrued expenses of \$40,166 are primarily comprised of accruals for audit fees and legal fees.

Related party payables of \$22,701 include \$26,546 due to the Hospital for community education and \$3,845 due from the Network for bank fees.

Bonds payable are separated into current (principal due within one year) and non-current (due in greater than one year). The current payable amount of \$1,250,000 is due in August 2024. Bond Premium represents payments by bond purchasers greater than the face amount of the bond because the stated interest rate of the bonds was higher than the market rate at the date of issuance. The premium is amortized over the life of the bonds as a reduction to interest expense. The net assets of the District are \$32,639,853.

Marin Healthcare District Income Statement - Actual vs. Budget May 31, 2024

	5/31/2024			Year-to-Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Rental Revenue	53,913	54,817	(904)	269,566	274,086	(4,520)
Investment Earnings	81,086	14,975	66,111	21,159	74,874	(53,715)
Total Income	134,999	69,792	65,207	290,725	348,960	(58,235)
Legal Fees	1,051	4,167	3,116	3,228	20,833	17,605
Accounting Fees	2,292	2,292	-	11,458	11,458	
Board Compensation	420	1,167	747	3,780	5,833	2,053
Board Expenses	-	1,667	1,667	641	8,333	7,692
Consulting Fees	-	-	-	<b>₽</b>	-	-
Election Expenses	-	16,667	16,667	<b>=</b> 0	83,333	83,333
Charitable Contributions	₩.	1,333	1,333	<del>=</del> 0	6,667	6,667
Community Education	-	12,083	12,083	32,858	60,417	27,559
Dues	966	1,000	34	4,828	5,000	172
Advertising		1,417	1,417	·=	7,083	7,083
MHMC Program Support	16,667	16,667	ভ	83,333	83,333	*
MHMN Program Support	8,333	8,333	-	41,667	41,667	-
Total Expense	29,729	66,793	37,064	181,793	333,957	152,164
Net Operating Income (Loss) Before Depreciation,						
Bond Related Revenue and Expense, and Other Non						
Operating Expenses	105,270	2,999	102,271	108,932	15,003	93,929
Depreciation Expense	989,896	989,898	2	4,949,482	4,949,489	7
	555,655	333,533		1,5 15, 102	1,5 15, 165	
Net Operating Income (Loss) Before Bond Related Revenue and Expense and Other Non Operating						
Expenses	(884,626)	(986,899)	102,273	(4,840,550)	(4,934,486)	93,936
Bond-Related Revenue(Expense)						
Tax Revenue	1,258,442	1,258,442	Œ	6,292,212	6,292,212	, <del>-</del>
Bond Fund Earnings	33,747	5,521	28,226	155,745	27,607	128,138
Bond Interest Expense	(1,186,706)	(1,184,970)	(1,736)	(5,933,531)	(5,924,851)	(8,680)
Net Income (Loss)	(779,143)	(907,906)	128,763	(4,326,124)	(4,539,518)	213,394

	5/31/2024	4/30/2024	Change	12/31/2023
Assets				
Current Assets				
Cash	994,141	967,800	26,341	867,658
Investment	3,707,375	3,626,330	81,045	3,690,043
Tax Revenues Receivable	4,815,768	3,631,250	1,184,518	5,369,725
Prepaid Expenses	30	-	30	
Total Current Assets	9,517,314	8,225,380	1,291,934	9,927,426
Property, plant, and equipment, net	382,261,591	383,169,015	(907,424)	386,798,711
Parking Garage, net	18,864,098	18,946,570	(82,472)	19,276,460
Assets Limited To Use - Interest & Sinking Funds	11,340,128	11,232,456	107,672	11,946,664
Lease Receivable	11,136,137	11,136,137		11,136,137
Deposits & Retainers	36,000	36,000	1.8	36,000
Total Non-Current Assets	423,637,954	424,520,178	(882,224)	429,193,972
Total Assets	433,155,268	432,745,558	409,710	439,121,398
Liabilities and Net assets		0		,
Current Liabilities				
Accounts Payable	266	266	7.8	735
Interest Payable	5,072,300	3,804,225	1,268,075	6,340,375
Accrued Expenses	40,166	37,031	3,135	28,175
Deferred Lease Inflows	10,366,037	10,366,037		10,366,037
Related Party Payables Current Bond Maturities	22,701	23,689	(988)	(691)
Current Bond Maturities	1,250,000	1,250,000	-	1,250,000
Total Current Liabilities	16,751,470	15,481,248	1,270,222	17,984,631
Bonds Payable	362,540,000	362,540,000	æ	362,540,000
Bond Premium	21,223,945	21,305,314	(81,369)	21,630,790
Total Liabilities	400,515,415	399,326,562	1,188,853	402,155,421
Net Assets				
Net Assets	36,965,977	36,965,977		46 F.C.F. 222
Net (Loss)/Income	(4,326,124)	(3,546,981)	- (779,143)	46,565,238 (9,599,261)
Total Net Assets	32,639,853	33,418,996	(779,143)	36,965,977
Total Liabilities and Net Assets	433,155,268	432,745,558	409,710	439,121,398



To: MHD Finance and Audit Committee

From: Eric Brettner, CFO
Re: June 2024 Financial Report

Date: July 18, 2024

#### I. General Comments

These financial statements contain, in summary format, the balance sheet and income statement.

### II. Income Statement and Budget

The District's net operating income for the month was \$60,958 which was favorable to budget by \$57,959. The favorable variance is driven by higher than expected investment earnings. Rental revenue from the hospital lease was \$53,913 in June. Investment earnings were comprised of \$20,510 dividend and interest income as well as \$10,152 of realized loss and a \$26,389 increase in the value of investments. The District incurred total operating expenses of \$29,702 which was favorable to budget by \$37,091. The favorable variance was due to lower than budgeted legal fees and election expenses. Depreciation expense was \$989,896 in June. Bond Related Revenues and Expenses included \$1,474,783 of accrued tax revenues less bond fund earnings, and \$1,186,706 of bond interest expense.

#### III. Balance Sheet

#### Assets

Cash at June 30, 2024 of \$1,055,197 increased by \$61,056. The increase was due to rent revenue deposit. Investment account balances of \$3,740,211 increased by \$32,836 from the prior month. Tax revenue receivables are \$6,985,603 and represent amounts due from the County of Marin. The payments received from the County are deposited directly into the bond fund accounts.

The tax payments received from the County, together with the balance of the proceeds from the bonds issued in November 2015 and September 2017, net of issuance costs, are reflected in the account "Assets Limited to Use – Interest & Sinking Funds". These funds total \$12,070,079 at June 30, 2024 to be used for bond principal and interest payments.



### Liabilities and Net Assets

Interest payable of \$6,340,375 increased by \$1,268,075 from the prior month due to the accrual of interest. Accrued expenses of \$41,184 are primarily comprised of accruals for audit fees and legal fees.

Related party payables of \$53,485 include \$45,798 due to the Hospital for community education and program support and \$7,687 to the Network for bank fees and program support.

Bonds payable are separated into current (principal due within one year) and non-current (due in greater than one year). The current payable amount of \$1,250,000 is due in August 2024. Bond Premium represents payments by bond purchasers greater than the face amount of the bond because the stated interest rate of the bonds was higher than the market rate at the date of issuance. The premium is amortized over the life of the bonds as a reduction to interest expense. The net assets of the District are \$33,727,906.

Marin Healthcare District Income Statement - Actual vs. Budget June 30, 2024

	6/30/2024			Year-to-Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Rental Revenue	53,913	54,817	(904)	323,480	328,903	(5,423)
Investment Earnings	36,747	14,975	21,772	57,907	89,849	(31,942)
Total Income	90,660	69,792	20,868	381,387	418,752	(37,365)
Legal Fees	499	4,167	3,668	3,728	25,000	21,272
Accounting Fees	2,292	2,292	9	13,750	13,750	,
Board Compensation	945	1,167	222	4,725	7,000	2,275
Board Expenses	25	1,667	1,667	641	10,000	9,359
Consulting Fees	-	-	-	≅	-	-
Election Expenses	2	16,667	16,667	_	100,000	100,000
Charitable Contributions	· ·	1,333	1,333		8,000	8,000
Community Education	.=	12,083	12,083	32,858	72,500	39,642
Dues	966	1,000	34	5,794	6,000	206
Advertising	=	1,417	1,417	-7	8,500	8,500
MHMC Program Support	16,667	16,667	-,	100,000	100,000	-
MHMN Program Support	8,333	8,333		50,000	50,000	-
Total Expense	29,702	66,793	37,091	211,496	400,750	189,254
Net Operating Income (Loss) Before Depreciation.						
Bond Related Revenue and Expense, and Other Non						
Operating Expenses	50.050	2.000	F7.0F0	400.004		
Operating Expenses	60,958	2,999	57,959	169,891	18,002	151,889
Depreciation Expense	989,896	989,898	2	5,939,379	5,939,387	8
Net Operating Income (Loss) Before Bond Related						
Revenue and Expense and Other Non Operating						
Expenses	(928,938)	(986,899)	57,961	(5,769,488)	(5,921,385)	151,897
Bond-Related Revenue(Expense)						
Tax Revenue	1 425 004					
Bond Fund Earnings	1,425,004	1,258,442	166,562	7,717,216	7,550,654	166,562
	49,779	5,521	44,258	205,524	33,129	172,395
Bond Interest Expense	(1,186,706)	(1,184,970)	(1,736)	(7,120,237)	(7,109,821)	(10,416)
Net Income (Loss)	(640,861)	(907,906)	267,045	(4,966,985)	(5,447,423)	480,438