

Cove Communities Services Commission Meeting Agenda

Wednesday, April 22, 2026 – 9:30 a.m.

City of Palm Desert, City Council Chamber

73-510 Fred Waring Drive, Palm Desert, CA 92260

Participating Cities: Indian Wells, Palm Desert, Rancho Mirage

1.0 Call to Order

1.1 Pledge of Allegiance

1.2 Roll Call

2.0 Approval of the Final Agenda

3.0 Public Comments on Non-Agenda Items

Any person wishing to discuss any item not scheduled for public hearing may address the Commission by stepping to the podium and giving his or her name and address for the record. Remarks shall be limited to a maximum of three minutes unless the commission authorizes additional time. The Brown Act does not allow the commission to take action on items not on the agenda. Commissioners will not enter into discussion with speakers but may refer the matter to staff for a report at a future meeting.

4.0 Approval of Minutes – January 21, 2026

5.0 Joslyn Center

5.1 Board President's Report (Barbara Mitchell)

6.0 Fire Department

6.1 Fire Department Update (Chief Wright)

6.2 Fire Department First Quarter Report - Receive and File

7.0 Sheriff's Department

7.1 Sheriff Department Update (Lieutenant Porras)

7.2 Drones as First Responders and Real Time Crime Center

Recommendation: Provide conceptual approval and direct the City Managers to advance this item through their respective municipal processes and City Councils.

8.0 General Business

8.1 Follow up regarding Letter of Intent with California State University San Bernardino, Palm Desert Campus (Chris Freeland)

8.2 National Night Out (Daniel Hurtado)

8.3 Consideration of an Administrative Addendum to Centralize Administrative Support Functions

Recommendation: Approve the Administrative Addendum for the Cove Communities Services Commission.

9.0 Comments from Commission Members and Staff

10.0 Adjournment

Cove Communities Services Commission
Action Minutes
Wednesday, January 21, 2026 – 9:30 a.m.

1.0 Call to Order – A Regular Meeting of the Cove Communities Services Commission was called to order by Chairman Evan Trubee on Wednesday, January 21, 2026, at 9:30 a.m. in the City Hall Council Chamber located at 73-510 Fred Waring Drive, Palm Desert, California.

1.1 Pledge of Allegiance – Led by Vice-Chair Malotto

The Commission observed a moment of silence to honor the life and memory of Mrs. Teri Sanders.

1.2 Roll Call:

Present: Commissioner Karina Quintanilla, Commissioner Greg Sanders*, Commissioner Bruce Whitman, Vice-Chair Lynn Mallotto, and Chairman Evan Trubee

Absent: Commissioner Michael O’Keefe

**Commissioner Sanders left the meeting room at 10:02 a.m.*

2.0 Approval of the Final Agenda

Action: Motioned by Vice-Chair Mallotto, seconded by Commissioner Quintanilla, to approve the order of the agenda as presented. Motion carried 5-0.

3.0 Public Comments on Non-Agenda Items: None.

4.0 Approval of Minutes

Action: Motioned by Commissioner Quintanilla, seconded by Vice-Chair Mallotto, to approve the Meeting Minutes of October 22, 2025. Motion carried 5-0.

5.0 Joslyn Center

5.1 Executive Director’s Update was presented by Jack Newby. Mr. Newby responded to Commission inquiries. During the discussion, Commissioner Quintanilla requested a future update on the Joslyn Center’s e-newsletter open rate, including a comparison to industry benchmarks. No action was taken.

5.2 Joslyn Center Board of Directors Meeting Minutes – No reportable action.

6.0 Fire Department

6.1 Fire Department Update was presented by Chief Bryan White. No reportable action.

6.2 Fire Department’s 4th Quarter Report – No reportable action.

7.0 Sheriff’s Department

Sheriff Department Update was presented by Lieutenant Daniel Porras. No reportable action.

8.0 General Business

8.1 Cove Communities Partnership Opportunities

Chris Freeland, Indian Wells City Manager, presented an update on regional collaboration efforts to address affordable housing, including potential formation of a RHNA sub-region and pursuit of state legislation to enable a joint pilot program for student and affordable housing at the Cal State San Bernardino Palm Desert campus.

Action: Motioned by Commissioner Quintanilla, seconded by Vice-Chair Mallotto, to approve the Commission's participation in a non-binding letter of interest with California State University, San Bernardino (Palm Desert Campus). Motion Carried 4-0.

Chris Escobedo, Palm Desert City Manager, provided an update on interagency coordination efforts, including exploration of joint bicycle route improvements along city boundaries and enhanced emergency preparedness collaboration among the Cove cities. No action was taken.

Isaiah Hagerman, Rancho Mirage City Manager, presented information regarding regional coordination of the annual National Night Out event.

Action: Motioned by Commissioner Whitman, seconded by Vice-Chair Mallotto, to approve recognizing the National Night Out event as a Cove Commission event, with direction for the cities to jointly plan and implement the program.

Motion Carried 4-0.

9.0 Comments from the Commission Members / Staff – None.

10.0 Adjournment: With no further business to consider, the meeting of the Cove Communities Services Commission was adjourned at 10:26 a.m.

Joslyn Center-Tac Meeting List

Meeting Date: April 14, 2026

Agenda	Board Minutes	Balance Sheet	Profit & Loss Statement
January 27, 2026	November 18, 2025	December 2025	December 2025
February 24, 2026	January 27, 2026	January 2026	January 2026
March 24, 2026	February 24, 2026	February 2026	February 2026

JOSLYN CENTER
MEETING OF THE BOARD OF DIRECTORS
January 27, 2026 - 3:30 P.M.
In Person- Strongly Recommended

AGENDA

MISSION STATEMENT: *The Joslyn Center provides extensive programs and services for older adults in Indian Wells, Palm Desert, Rancho Mirage and surrounding Coachella Valley Communities.*

- A. General Business Barbara Mitchell
 a. Call to order and attendance
 b. Establish Quorum
 c. Zoom Meeting Protocol
- B. Approval of Consent Agenda – Vote Barbara Mitchell
The following items will be voted on in a single motion. Any board member can request that an item be removed from the Consent Agenda for separate discussion and vote.
 a. Approve Board Minutes – November 18, 2025
- D. Financial Reports – December 2025 – Vote (10 min) Barry Kaufman
 • Presentation of mid-Year budget - Vote
- E. Fund Development Report (10 min)
 • Review of Grants Dashboard Greg Murphy
 • Update on Fund Development Activities – Wine Event – Upcoming Events
 • Pickleball Court Grand Opening
- F. Governance Committee Diane Haaga
 • Board Candidate Andrey Shishmakov
- G. President’s Report/Executive Committee Barbara Mitchell
 • Coffee with the Board – Report
 • Board Participation in Joslyn classes, events, and member orientations
 • ED Search Update
 • Annual Document signing
 • Cove Commission updates
 • Staffing transition plan
 • Closed Session protocol
- G. Interim Executive Director Report Jack Newby
 • Program Overview – Joslyn Dashboard
 • Update on CDBG Projects
 • Staff Action on Strategic Plan – Zip +4 Marketing
- H. Executive Session – Only voting board members
- I. Adjournment

Upcoming Meetings

Finance Committee – February 24, 2026 – 9:30AM
Executive Committee – February 24, 2026 – 10:30AM
Fund Development – February 11, 2026 – 4:00PM
Governance Committee – February 2, 2026 – 4:00PM
Next Board Meeting – February 24, 2026 – 3:30PM

The Joslyn Center
Board of Directors Meeting Minutes
November 18, 2025
3:00 p.m. – In Person or Zoom

Upon notice duly given, a meeting of the Board of Directors of The Joslyn Center was held on Tuesday, November 18, 2025, at The Joslyn Center in Palm Desert, California.

Board Members Present:

Barbara Mitchell-President
Barry Kaufman-Treasurer
Linda Blank - Secretary
Janet Davidson

Stephen Gale
Diane Haaga-Zoom
Barbara Rogers
Ann Simley
Henry Welles

Also Present:

Evan Trubee, City Council Representative-Palm Desert
Eve Fromberg Edelstein, City Council Representative-Rancho Mirage

Staff Present:

Jack Newby, Interim Executive Director, Diane Sylvester, Finance & Operations Director and Greg Murphy, Development Director

Excused Board Members absent: Brian Bilhartz and Hugo Aguas

A. General Business

Barbara Mitchell called the meeting to order at 3:00 p.m.

B. Approval of Consent Agenda

Approval of Board Minutes – October 2025- Respectfully submitted by: Diane Sylvester

M/S (Davidson/Blank) To approve the Consent Agenda, all in favor, none opposed.

C. Finance Report:

Barry Kaufman reviewed the October Financial reports and reported we have YTD revenues of \$458,241, YTD expenses of \$480,487. The cash/investments of \$1,254,303 and total liabilities of \$160,163, Ratio: 7.8

Barry reported that we will begin the process of revising the budget in December and will present it to the Board at the January Board meeting.

M/S (Rogers/Gale) To accept the Finance Report and file the report for audit. Motion passed unanimously.

Barry also reported that experts expect a stock market crash in 2026 and recommends moving ½ of the Community Foundation Endowment Funds into money market and the remaining balance into cash.

M/S (Rogers/Davidson) To move ½ of the Community Foundation Endowment Funds into money market and ½ to cash. All in favor, none opposed. Motion carried.

D. President's Report:

Barbara Mitchell reported that Coffee with the Board will be on Wednesday, December 3, 2025, and the new time is 9 a.m. Communication roles of the Board of Directors will be discussed. Eve Fromberg suggested the following: Members go to Jack Newby with questions and concerns. The Board of Directors responsibility is to oversee the fiscal responsibility of the Center. Programing the Fund Raising goes to staff. Members' dues go to the programing and services. And do not open your board meetings for the members' concerns. Barbara will work with attorneys on communication policy.

Barbara reported that the By-Laws were sent out and the Table of Contents needs to be corrected. Addendums for any items that have been left out will follow. All comments by the committee were sent to attorney Karen Sloat.

M/S (Simley/Welles) To approve the By-Laws with corrections. All in favor, none opposed.

Barbara also reported that Charles Alfaro has resigned effective November 11, 2025.

E. Marketing and Development:

Greg Murphy reviewed the grant dashboard report.

Greg gave a review of the Wine Event and reported that we should net about \$95k. Having the fundraiser at the beginning of the season gives great breathing room between events. Overall, the Classic Club was great to work with this year. Board members agreed it was well put together and the new auctioneer was good.

Greg reported that the Annual Appeal is about ready to go and should be in mailbox before or after Thanksgiving.

Greg Murphy reported that the Wine Women event will be held at Marrakesh on Friday, February 27, 2026, Palm Desert Greens Golf Tournament will be on Saturday, March 14, 2026, and the Runway Event is Wednesday, April 8, 2026.

F. Interim Executive Director Report:

Jack Newby reviewed the agency dashboard and reported that he is working with Greg and Alex on staff actions related to the strategic plan.

Jack reported that he retrieves the suggestions from the suggestion box and gives them to the appropriate staff. Certain ideas that are in the suggestion box are inappropriate.

Jack Newby reported that a new volunteer pickleball instructor will be starting to teach exercises on how to avoid getting injured while playing. Ann Simley inquired about fees for play. Jack has talked with Alex, and the fee structure has been developed and should be finalized in the next week.

Jack also reported that he will give a CDBG update in the Executive Session.

Barbara Mitchell reported that the member holiday party is Friday, December 12, 2025, from 11:30-1:30, tickets are \$20 and asked the Board members to sit at different tables.

G. Executive Session-Closed

H. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 5:15 p.m.

Respectfully submitted,
Diane Sylvester
Financial and Operations Director

11:33 AM

01/14/26

Accrual Basis

Joslyn Senior Center
Balance Sheet
As of December 31, 2025

Dec 31, 25

ASSETS

Current Assets

Checking/Savings

1000 · Cash In Banks

101d · First Foundation Bank

93,859.28

104 · Charles Schwab

174,437.86

107 · The Community Foundation

907,625.05

Total 1000 · Cash In Banks

1,175,922.19

108 · Cash On Hand - Petty Cash

300.00

Total Checking/Savings

1,176,222.19

Other Current Assets

120 · Prepaid Expenses

2,620.88

121 · Prepaid Audit Expense

5,945.94

Total Other Current Assets

8,566.82

Total Current Assets

1,184,789.01

Fixed Assets

140 · Wellness Center

259,106.89

150a · Arts' Center

95,318.61

151 · Bldg. 1-Furn. & Equip.

37,193.00

151a · Building 1 - Furn. & Equipment

65,645.74

152 · Bldg. #2-Furn. & Equip.

152 01 · Original Cost

5,245.49

Total 152 · Bldg. #2-Furn. & Equip.

5,245.49

153 · Grounds Improvement

153 01 · Pickleball Courts

151,450.00

153 · Grounds Improvement - Other

304,707.96

Total 153 · Grounds Improvement

456,157.96

154 · Building #1

154 01 · Original Cost-Bldg #1

137,576.58

154 02 · Improvements - Bldg 1

631,224.49

154 · Building #1 - Other

93,358.67

Total 154 · Building #1

862,159.74

155 · Building #2

155 01 · Original Cost-Bldg #2

35,521.09

155 02 · Improvements - Bldg #2

488,850.27

155 · Building #2 - Other

16,452.50

Total 155 · Building #2

540,823.86

156 · Equip. & Furniture

261,673.13

157 · Computer Equipment

73,533.34

158 · Kitchen Equipment

158 01 · Original Cost

17,657.27

158 · Kitchen Equipment - Other

75,771.80

Total 158 · Kitchen Equipment

93,429.07

159 · Vehicles

29,608.66

160 · Accumulated Depreciation

-1,231,998.74

Total Fixed Assets

1,547,896.75

Other Assets

161 · Collections

46,925.00

Total Other Assets

46,925.00

TOTAL ASSETS**2,779,610.76**

11:33 AM
01/14/26
Accrual Basis

Joslyn Senior Center
Balance Sheet
As of December 31, 2025

Dec 31, 25

LIABILITIES & EQUITY

Liabilities	
Current Liabilities	
Accounts Payable	6,443.76
201 · Accounts Payable	
Total Accounts Payable	6,443.76
Other Current Liabilities	20,012.38
212 · Accrued Salaries	21,398.86
213 · Accrued Vacation	
218 · Accrued JPA/Joint Powers Author	13,104.34
218.03 · JPA-City of Indian Wells	
Total 218 · Accrued JPA/Joint Powers Author	13,104.34
227 · Lobby/Front Desk Remodel	20,500.00
Total Other Current Liabilities	75,015.58
Total Current Liabilities	81,459.34
Total Liabilities	81,459.34
Equity	
1110 · Retained Earnings	1,800,196.62
3004 · Unrestricted Net Assets/C.I.	772,221.51
3007 · Permanently Restricted/Endow	200,777.72
Net Income	-75,044.43
Total Equity	2,698,151.42
TOTAL LIABILITIES & EQUITY	<u>2,779,610.76</u>

01/14/26

Joslyn Senior Center
INCOME/EXPENSE REPORT
 December 2025

	Dec 25	Jul - Dec 25
Ordinary Income/Expense		
Income		
3999 · PUBLIC SUPPORT	96,738.43	277,053.83
4000 · CAPITAL IMPROVEMENTS	100.00	100.00
4100 · GENERAL REVENUE	11,654.10	108,197.05
4300 · NEWSLETTER	0.00	300.00
4559 · NUTRITION SERVICES'	3,975.00	19,824.63
4649 · PROGRAMS/ACTIVITIES	2,884.02	154,675.90
4800 · NEWMAN THEATRE	1,166.00	3,540.00
4900 · SPECIAL EVENT	3,561.00	174,976.96
Total Income	120,078.55	738,668.37
Expense		
5000 · ADMINISTRATION	51,510.40	294,897.25
5400 · OPERATIONAL	5,482.30	54,828.85
5600 · CAPITAL IMPROVEMENT	0.00	63,402.58
5699 · NUTRITION SERVICES	968.77	10,575.56
5759 · NEWSLETTER EXPENSE	0.00	4,529.80
5900 · PUBLIC RELATIONS	5,040.91	11,617.05
6100 · PROFESSIONAL	15,757.15	109,679.43
6200 · PROGRAMS/ACTIVITIES'	29,259.72	149,901.21
6300 · SPECIAL EVENTS	3,579.58	73,848.57
715 · DEPRECIATION	12,526.25	40,432.50
Total Expense	124,125.08	813,712.80
Net Ordinary Income	(4,046.53)	(75,044.43)
Net Income	<u>(4,046.53)</u>	<u>(75,044.43)</u>

Joslyn Senior Center Profit & Loss Budget Performance

	December 2025				
	Budget Performance	Dec 25	Jul - Dec 25	Annual Budget	YTD %
					50.00%
Income					
3999 · PUBLIC SUPPORT					
400 · Donations/Public Support					
400.01 · Annual Appeal	11,860	21,860	20,000	109.30%	
400.02 · Board Contribution	0	3,300	3,000	110.00%	
400.03 · Cornerstone Club	2,210	6,485	11,300	57.39%	
400.04 · Memorial/Tributes	1,450	1,950	300	650.00%	
400 · Donations/Public Support - Other	50,018	56,054	31,000	180.82%	
Total 400 · Donations/Public Support	<u>65,538</u>	<u>89,649</u>	<u>65,600</u>	<u>136.66%</u>	
402 · JPA/Joint Powers Authority					
402.01 · City of Palm Desert	21,529	129,172	258,343	50.00%	
402.02 · City of Rancho Mirage	7,488	44,929	89,858	50.00%	
402.03 · City of Indian Wells	2,184	13,104	26,209	50.00%	
Total 402 · JPA/Joint Powers Authority	<u>31,201</u>	<u>187,205</u>	<u>374,410</u>	<u>50.00%</u>	
405 · Buy a Brick	0	200	500	40.00%	
406 · Grants					
406.01 · Desert Oasis Healthcare	0	0	14,800	0.00%	
406.02 · Grace Helen Spearman Fdn	0	0	30,000	0.00%	
406.10 · Desert Care Network-Tenet	0	0	5,000	0.00%	
406.13 · Community Foundation	0	0	50,000	0.00%	
406.15 · CF-Endowment Distribution	0	0	16,800	0.00%	
406.18 · First Foundation Bank	0	0	5,000	0.00%	
Total 406 · Grants	<u>0</u>	<u>0</u>	<u>121,600</u>	<u>0.00%</u>	
Total 3999 · PUBLIC SUPPORT	<u>96,739</u>	<u>277,054</u>	<u>562,110</u>	<u>49.29%</u>	
4000 · CAPITAL IMPROVEMENTS					
417 · Pickleball Donations	100	100	0	0.00%	
Total 4000 · CAPITAL IMPROVEMENTS	<u>100</u>	<u>100</u>	<u>0</u>	<u>0.00%</u>	
4100 · GENERAL REVENUE					
421 · Interest/Dividend Income	3	24	80	30.00%	
421a · Interest/Dividend Income-CF	764	5,657	15,000	37.71%	
421b · Interest/Dividend Income-RM	0	170	200	85.00%	
421c · Interest/Dividend Income-Schwab	552	5,034	15,000	33.56%	
423a · Gain/Loss - Investment-CF	3,583	55,779	0	0.00%	
423b · Gain/Loss - Investment-Schwab	(48)	(48)	0	0.00%	
424 · Membership - Business	2,400	11,400	15,000	76.00%	
425 · Memberships - New	1,680	12,400	25,000	49.60%	
426 · Memberships - Renewed	2,240	15,990	33,000	48.45%	
428 · Room Rentals	480	1,790	9,000	19.89%	
Total 4100 · GENERAL REVENUE	<u>11,654</u>	<u>108,196</u>	<u>112,280</u>	<u>96.36%</u>	
4300 · NEWSLETTER					
432 · Advertising-Newsletter	0	300	300	100.00%	
Total 4300 · NEWSLETTER	<u>0</u>	<u>300</u>	<u>300</u>	<u>100.00%</u>	
4559 · NUTRITION SERVICES'					
404 · End Senior Hunger	0	920	10,000	9.20%	
460.00 · Donations-Nutrition	6,405	8,905	16,500	53.97%	
460.02 · Grant-Aqua Caliente	0	0	10,000	0.00%	
460.03 · Palm Desert Greens Golf Tourn	0	0	30,000	0.00%	
460.05 · Grants-Other					
460.05b · Stater Brothers	0	0	2,500	0.00%	
460.05c · San Manuel Band Mission Indians	0	10,000	0	0.00%	
460.05d · Champions Volunteer Foundation	0	0	5,000	0.00%	
460.05h · PD Rotary	0	0	5,000	0.00%	
Total 460.05 · Grants-Other	<u>0</u>	<u>10,000</u>	<u>12,500</u>	<u>80.00%</u>	
470 · Pantry/Food Bank					
470.01 · Grant-Barker Fondation	0	0	10,000	0.00%	

Joslyn Senior Center Profit & Loss Budget Performance

December 2025

December 2025 Budget Performance	Dec 25	Jul - Dec 25	Annual Budget	YTD %
470 · Pantry/Food Bank - Other	(2,430)	0	300	0.00%
Total 470 · Pantry/Food Bank	(2,430)	0	10,300	0.00%
Total 4559 · NUTRITION SERVICES'	3,975	19,825	89,300	22.20%
4649 · PROGRAMS/ACTIVITIES				
465 · Lawn Bowling				
465.01 · Lawn Bowling	1,040	4,332	7,000	61.89%
Total 465 · Lawn Bowling	1,040	4,332	7,000	61.89%
466.01 · Grant-Desert Healthcare Dist	0	12,000	0	0.00%
466.02 · Grant-So Ca Edison-Emerg Prog	0	0	5,000	0.00%
468 · Class Sponsorships-Singers	250	550	3,000	18.33%
469 · Class Fees	1,295	13,084	26,800	48.82%
472 · Wellness Center				
472.0 · Class Fee-Wellness				
472.1 · Counseling Fee	0	0	7,000	0.00%
472.0 · Class Fee-Wellness - Other	215	375	2,500	15.00%
Total 472.0 · Class Fee-Wellness	215	375	9,500	3.95%
472.00 · Wellness Center-Donations	85	85	4,500	1.89%
472.02 · Grant-Regional Access Project	0	50,000	50,000	100.00%
472.03 · Houston Family FDN	0	56,250	54,250	103.69%
472.04 · Grant-Desert Healthcare Dist	0	18,000	90,000	20.00%
472.05 · Grant-Auen Foundation	0	0	20,000	0.00%
472.06 · Grants-First Foundation	0	0	5,000	0.00%
Total 472 · Wellness Center	300	124,710	233,250	53.47%
Total 4649 · PROGRAMS/ACTIVITIES	2,885	154,676	275,050	56.24%
4800 · NEWMAN THEATRE				
481.00 · Room Rentals	1,166	3,540	12,000	29.50%
481.06 · Riverside County Supervisor	0	0	5,000	0.00%
Total 4800 · NEWMAN THEATRE	1,166	3,540	17,000	20.82%
4900 · SPECIAL EVENT				
490 · Social Events				
490.00 · Social Event Sponsors	500	5,312	5,000	106.24%
490.01 · Health Fair-Spring	0	500	2,000	25.00%
490.02 · Health Fair-Fall	0	4,280	2,100	203.81%
490 · Social Events - Other	1,011	3,337	4,000	83.43%
Total 490 · Social Events	1,511	13,429	13,100	102.51%
492 · Wine Event				
492.01 · Wine Event-Tickets	0	21,350	25,000	85.40%
492.02 · Wine Event-Donations	1,150	56,748	22,500	252.21%
492.03 · Wine Event-Sponsors	0	82,250	60,000	137.08%
492.04 · Wine Event-Auction	900	900	0	0.00%
Total 492 · Wine Event	2,050	161,248	107,500	150.00%
494 · Fashion Show				
494.01 · Fashion Show - Donations	0	0	27,000	0.00%
494.02 · Fashion Show - Tickets	0	300	35,000	0.86%
494.04 · Fashion Show-Sponsor	0	0	92,500	0.00%
Total 494 · Fashion Show	0	300	154,500	0.19%
Total 4900 · SPECIAL EVENT	3,561	174,977	275,100	63.60%
Total Income	120,080	738,668	1,331,140	55.49%
Expense				
5000 · ADMINISTRATION				
503 · Auto Mileage Reim.	0	0	220	0.00%
505 · Bank Charges	322	1,631	4,500	36.24%
506a · CF-Community Foundation Fees	1,151	4,428	8,000	55.35%
507 · Computer Maint/Equip	350	3,364	6,100	55.15%
508 · Webiste Host/Services	1,290	1,290	800	161.25%
509 · Donor Perfect Subscription Fee	503	3,021	6,588	45.86%

Joslyn Senior Center Profit & Loss Budget Performance

December 2025 Budget Performance	Dec 25	Jul - Dec 25	Annual Budget	YTD %
511 · Insurance-Improper Sexual Cond	251	1,507	3,028	49.77%
512 · Insurance-D&O & EPL	968	5,806	14,621	39.71%
513 · Insurance-Gen. & Liability	2,045	12,495	27,834	44.89%
514 · ER-403 (B) Matching	902	6,267	20,887	57.56%
515 · Insurance - Center Van	121	726	2,500	29.04%
516 · Medical Insurance	3,406	20,975	42,000	49.94%
517 · Dental/vision/Life Insurance	487	2,976	6,082	48.93%
518 · Lunch/Dinner-Staff Expense	(225)	(225)	1,500	-15.00%
520 · Miscellaneous	0	746	0	0.00%
521 · Copier Lease/Copies	0	6,327	15,200	41.63%
522 · Office Supplies	63	627	3,000	20.90%
523 · Printing/Stationary	2,550	2,593	3,400	76.26%
524 · Payroll Fees	821	4,929	11,000	44.81%
525 · Payroll Taxes	2,457	15,605	41,106	37.96%
527 · Postage - Office	553	1,790	3,900	45.90%
532 · Salaries	33,073	195,118	486,280	40.12%
534 · Taxes, Other	0	220	220	100.00%
535 · Volunteer Lunch/Badges, Etc	46	440	2,000	22.00%
539 · Workers Comp	374	2,245	4,737	47.39%
Total 5000 · ADMINISTRATION	51,508	294,901	705,503	41.80%
5400 · OPERATIONAL				
547 · Furniture /Equipment	90	852	2,000	42.60%
550 · Maint-Bldg/Equip/Supplies	2,246	15,556	17,000	91.51%
551 · Trash Pickup	371	2,162	4,000	54.05%
552 · Maint.-Grounds Maint.	1,406	11,206	25,500	43.95%
554 · Prof Serv-Piano Move/Tune	0	450	250	180.00%
555 · Security - Alarm	0	3,090	3,600	85.83%
557 · Utilities-A/C, Elec, Gas, Water	1,314	17,578	20,000	87.89%
558 · Utilities-Telephone	55	3,835	8,475	45.25%
559 · Cell Phone Reimbursement	0	100	1,200	8.33%
Total 5400 · OPERATIONAL	5,482	54,829	82,025	66.84%
5600 · CAPITAL IMPROVEMENT				
560 · Computers/Server	0	2,683	0	0.00%
562.01 · Fridge/Freezer-MOW	0	3,243	0	0.00%
567 · Bathroom Referbish-ADA	0	57,476	0	0.00%
Total 5600 · CAPITAL IMPROVEMENT	0	63,402	0	0.00%
5699 · NUTRITION SERVICES				
543 · Auto Exp./Gas, Maint.-Van	100	687	1,500	45.80%
570 · Social Service-MOW	(740)	0	0	0.00%
574 · Let's Do Lunch	686	4,361	8,000	54.51%
607 · Nutrition/Food Bank	923	5,528	2,500	221.12%
Total 5699 · NUTRITION SERVICES	969	10,576	12,000	88.13%
5759 · NEWSLETTER EXPENSE				
576 · Postage	0	915	3,000	30.50%
578 · Printing	0	3,615	12,000	30.13%
Total 5759 · NEWSLETTER EXPENSE	0	4,530	15,000	30.20%
5900 · PUBLIC RELATIONS				
590 · Public Relations	204	3,889	2,500	155.56%
590.01 · Donor Relation/Development	0	47	2,300	2.04%
590.02 · Marketing/Advertising	0	316	2,000	15.80%
590.03 · Annual Appeal Expense	4,837	7,366	7,000	105.23%
590.04 · End Senior Hunger Expense	0	0	5,000	0.00%
Total 5900 · PUBLIC RELATIONS	5,041	11,618	18,800	61.80%
6100 · PROFESSIONAL				
587 · Accounting - Audit	917	5,500	11,000	50.00%
589 · Board Development	88	352	1,800	19.56%

Joslyn Senior Center Profit & Loss Budget Performance December 2025

December 2025 Budget Performance	Dec 25	Jul - Dec 25	Annual Budget	YTD %
591 · Dues & Subscriptions	0	368	2,200	16.73%
593 · Admin Consultant	6,600	40,900	0	0.00%
593.01 · Labor Attorneys	8,153	47,468	15,000	316.45%
594 · Mtgs-Seminars/Prof. Training	0	361	3,600	10.03%
595 · Employment Search	0	14,731	300	4910.33%
Total 6100 · PROFESSIONAL	15,758	109,680	33,900	323.54%
6200 · PROGRAMS/ACTIVITIES'				
573.00 · So Ca Edison-Emergency Program	0	0	3,000	0.00%
600 · Maint - Lawn Bowling	509	4,408	7,000	62.97%
601 · Class Instructors	1,366	9,451	22,000	42.96%
602 · Class Materials	706	1,204	3,000	40.13%
606 · Program-Personnel	7,191	38,141	10,697	356.56%
610 · Wellness Center				0.00%
610.02 · Wellness Ctr-Interns	11,928	61,857	175,268	35.29%
610.03 · Wellness Ctr-Personnel	7,470	33,786	80,581	41.93%
614 · Wellness Ctr-Advertising	0	316	1,000	31.60%
616 · Wellness Ctr-Class Materials	0	0	800	0.00%
610 · Wellness Center - Other	90	740	10,000	7.40%
Total 610 · Wellness Center	19,488	96,699	267,649	36.13%
Total 6200 · PROGRAMS/ACTIVITIES'	29,260	149,903	313,346	47.84%
6300 · SPECIAL EVENTS				
618 · Social Events	2,242	4,937	7,700	64.12%
618.01 · Health Fair-Spring	0	0	1,000	0.00%
618.02 · Health Fair-Fall	0	1,688	1,400	120.57%
618.03 · Hospitality-Coffee/Supplies	413	3,371	4,000	84.28%
622 · Wine Event	925	61,363	55,000	111.57%
631 · Fashion Show				
631.01 · Fashion Show Expense	0	2,351	55,000	4.27%
Total 631 · Fashion Show	0	2,351	55,000	4.27%
633 · Fall Event Expenses	0	139	0	0.00%
Total 6300 · SPECIAL EVENTS	3,580	73,849	124,100	59.51%
6600 · NEWMAN THEATRE'				
660.23 · Lighting/Sound Equip	0	0	500	0.00%
Total 6600 · NEWMAN THEATRE'	0	0	500	0.00%
715 · DEPRECIATION	12,526	40,433	0	0.00%
Total Expense	124,124	813,721	1,305,174	62.35%
	(4,044)	(75,053)	25,966	-289.04%
	(4,044)	(75,053)	25,966	-289.04%
Less Gain/Loss on Investment	(3,535)	(55,731)		
Less Capital Improvments	(100)	(100)		
Add in Capital Expense	0	63,402		
Add in Depreciation	12,526	40,433		
Net Income	4,847	(27,049)		

JOSLYN CENTER
MEETING OF THE BOARD OF DIRECTORS
February 24, 2026 - 3:30 P.M.
In Person- Strongly Recommended

AGENDA

***MISSION STATEMENT:** The Joslyn Center provides extensive programs and services for older adults in Indian Wells, Palm Desert, Rancho Mirage and surrounding Coachella Valley Communities.*

- A. General Business Barbara Mitchell
- a. Call to order and attendance
 - b. Establish Quorum
 - c. Zoom Meeting Protocol

- B. Approval of Consent Agenda – Vote Barbara Mitchell
- The following items will be voted on in a single motion. Any board member can request that an item be removed from the Consent Agenda for separate discussion and vote.*
- a. Approve Board Minutes – January 27, 2026

- C. Financial Reports – January 2026 – Vote (10 min) Barry Kaufman

- D. Fund Development Report (10 min) Greg Murphy
- Review of Grants Dashboard
 - Update on Fund Development Activities –Upcoming Events

- E. Governance Committee Dr. Diane Haaga
- Board Candidate Andrey Shishmakov-Vote

- F. President’s Report/Executive Committee Barbara Mitchell
- Governance Committee Update
 - Coffee with the Board – Report
 - ED Search Update
 - New Member Orientation
 - Policies Update -Vote
 - 1. Statement of Investments
 - 2. Procurement & Capitalization Policy
 - 3. Whistleblower Policy

- G. Finance & Operations Director Report Diane Sylvester
- Program Overview – Joslyn Dashboard
 - Capital Projects
 - 1. Pickleball DG
 - 2. Sidewalk ADA Resurfacing

- H. Adjournment

Upcoming Meetings

Finance Committee – March 19, 2026 – 9:30AM
Executive Committee – March 19, 2026 – 10:30AM
Fund Development – March 11, 2026 – 4:00PM
Governance Committee – March 9, 2026 – 4:00PM
Next Board Meeting –March 24, 2026 – 3:30PM

**The Joslyn Center
Board of Directors Meeting Minutes
January 27, 2026
3:30 p.m. – In Person or Zoom**

Upon notice duly given, a meeting of the Board of Directors of The Joslyn Center was held on Tuesday, January 27, 2026, at The Joslyn Center in Palm Desert, California.

Board Members Present:

Barbara Mitchell-President	Janet Davidson
Hugo Aguas-Vice President	Brian Bilhartz
Barry Kaufman-Treasurer	Diane Haaga
Linda Blank - Secretary	Barbara Rogers-Zoom
June Ramsey	Ann Simley
	Henry Welles-Zoom

Also Present:

Karina Quintanilla, City Council Representative-Palm Desert

Staff Present:

Jack Newby, Interim Executive Director, Diane Sylvester, Finance & Operations Director and Greg Murphy, Development Director

Excused Board Members absent: Stephen Gale

A. General Business

Barbara Mitchell called the meeting to order at 3:31 p.m.

Barbara introduced newly appointed City Council Representative, Karina Quintanilla, and asked everyone to introduce themselves.

B. Approval of Consent Agenda

Approval of Board Minutes-- November 18, 2025-Respectfully submitted by: Diane Sylvester

M/S (Ramsey/Blank) To approve the Consent Agenda, all in favor, none opposed.

C. Finance Report:

Barry Kaufman reviewed the December Financial reports and reported we have YTD revenues of \$682,837, YTD expenses of \$709,878. The cash/investments of \$1,176,222 and total liabilities of \$81,459, Ratio: 14.4

Barry reported that the 2025-2026 Mid-Year Budget Revision has projected revenues at \$1,363,268 and projected expense at \$1,463,961 with a deficit of \$100,693. The deficit

includes the following: Grant writer-\$5k, Interim Executive Director, Jack Newby-\$58,5k, Sloat Labor Attorneys-\$60k and Koya, ED search firm-\$45k. Barry also reported that if we had a full-time Executive Director and none of the above expenses the deficit would be \$35k.

M/S (Bilhartz/Blank) To approve the Finance report, as submitted, including the 20252026 Mid-Year Budget Revision. All in favor, none opposed. Motion carried.

D. Marketing and Development:

Greg Murphy reviewed the grant dashboard report.

Greg reported that Joslyn in Bloom Sponsorship letters/forms have been sent out as well as 800-piece mailing for Silent Auction, in which some of the items will be used for the Palm Desert Greens Golf Tournament.

Greg Murphy reported a new Joslyn in Bloom pre-event for the sponsors and models, will be held on April 1, 2026, and the Barone's have offered to host at their house. There are two other options at art galleries. Barbara Rogers and Gary Geske will be honored with Merritt & Penny Joslyn Award.

Greg also reported that the Annual Appeal net revenue is about \$35k and the Wine Event should net approximately \$99k.

Greg Murphy reported that the Wine Women event will be held at Marrakesh on Friday, February 27, 2026, Tickets are \$135. The Palm Desert Greens Golf Tournament will be on Saturday, March 14, 2026.

Greg reported that we are waiting on the finishing touches (DG) before we have the Pickleball Court Ribbon-Cutting Ceremony.

E. Governance Committee:

Diane Haaga reported that the Committee met with Andrey Shishmakov and had a very positive interview. Barbara Kaufman is scheduled to meet with him tomorrow. Following Barry's recommendation, the nomination of Andrey Shishmakov as a potential board member will be brought to the February meeting for a vote.

F. President's Report:

Barbara Mitchell reported that Coffee with the Board has been a process and has opened it up to members of what they would like to see. Spotlight on Board members with a picture and bio in newsletter was suggested. Barbara to send an email out to board members for updated bios.

Board Member Responsibilities, Board Member Agreement, Board Member Fiduciary Responsibilities and Conflict-of-Interest Policies were distributed. Barbara Michell requested that all documents be signed and returned at the end of the February meeting.

Janet Davidson asked whether a board member who is unable to make a personal financial contribution, but contributes significant time and service, would meet the expectation for board giving. There was affirmation that such in-kind contributions would satisfy the financial contribution requirement. Karina Quintanilla suggested that City-appointed representatives may consider requesting support from the city to fulfill the contribution expectation.

Barbara reported that the Executive Director search meeting is scheduled for January 29, 2026, with tentative interview dates planned for February. Koya has recommended increasing the Executive Director salary base from \$135,000 to \$150,000 to increase the candidate's pool. After consideration at the Executive Committee meeting, the Committee agreed with the increase.

Jack Newby gave an update at the Cove Commission meeting and reported it went very well, with a positive outcome. Karina Quintanilla said thank you, thank you, thank you for the transparency.

Barbara also reported on the staff transition, noting that Jack Newby will be reducing his role and moving into a consulting capacity. She expressed appreciation on behalf of the Board for his many contributions and confirmed that a consulting contract will be established for grant writing and reporting. Jack will limit his hours to five per week on Thursdays and has agreed to assist with the transition, provide training, and offer mentoring to the new Executive Director.

Barbara Mitchell will be on site one to two days per week, and Diane Sylvester will oversee day-to-day operations during this period.

Barbara reported that Closed Sessions are highly confidential, board members can be held liable for any breach of confidentiality. She emphasized that Closed Sessions are restricted to voting Board members only.

G. Interim Executive Director Report:

Jack reviewed the agency dashboard.

Jack Newby reported that the ADA restroom remodel in building #2 is complete. The sidewalk resurfacing project is underway and under budget. Preliminary drawings and concept for the lobby update is completed as this will be a "bare bone" project.

Jack reported that a special membership mailing is going to the Cove Community low-income residents of \$50,000 or less. The offer is one-month free introductory

membership and one year membership for \$30.00. Residents must bring in the mailed card to receive this promotion.

H. Executive Session-Closed-4:45 pm

I. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 5:15 p.m.

Respectfully submitted,
Diane Sylvester
Financial and Operations Director

Joslyn Senior Center
Balance Sheet
As of January 31, 2026

	Jan 31, 26
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash In Banks	
101d · First Foundation Bank	141,299.49
104 · Charles Schwab	173,129.02
107 · The Community Foundation	907,625.05
Total 1000 · Cash In Banks	1,222,053.56
108 · Cash On Hand - Petty Cash	300.00
Total Checking/Savings	1,222,353.56
Other Current Assets	
120 · Prepaid Expenses	-1,071.05
121 · Prepaid Audit Expense	5,029.27
Total Other Current Assets	3,958.22
Total Current Assets	1,226,311.78
Fixed Assets	
140 · Wellness Center	259,106.89
150a · Arts' Center	95,318.61
151 · Bldg. 1-Furn. & Equip.	37,193.00
151a · Building 1 - Furn. & Equipment	65,645.74
152 · Bldg. #2-Furn. & Equip.	
152 01 · Original Cost	5,245.49
Total 152 · Bldg. #2-Furn. & Equip.	5,245.49
153 · Grounds Improvement	
153 01 · Pickleball Courts	151,450.00
153 · Grounds Improvement - Other	304,707.96
Total 153 · Grounds Improvement	456,157.96
154 · Building #1	
154 01 · Original Cost-Bldg #1	137,576.58
154 02 · Improvements - Bldg 1	631,224.49
154 · Building #1 - Other	93,358.67
Total 154 · Building #1	862,159.74
155 · Building #2	
155 01 · Original Cost-Bldg #2	35,521.09
155 02 · Improvements - Bldg #2	488,850.27
155 · Building #2 - Other	16,452.50
Total 155 · Building #2	540,823.86
156 · Equip. & Furniture	261,673.13
157 · Computer Equipment	73,533.34
158 · Kitchen Equipment	
158 01 · Original Cost	17,657.27
158 · Kitchen Equipment - Other	75,771.80
Total 158 · Kitchen Equipment	93,429.07
159 · Vehicles	29,608.66
160 · Accumulated Depreciation	-1,238,737.49
Total Fixed Assets	1,541,158.00
Other Assets	
161 · Collections	46,925.00
Total Other Assets	46,925.00
TOTAL ASSETS	2,814,394.78

Joslyn Senior Center
Balance Sheet
As of January 31, 2026

Jan 31, 26

LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 · Accounts Payable	73,547.33
Total Accounts Payable	73,547.33
Other Current Liabilities	
204 · Room Rental-Deposit/Refunds	350.00
212 · Accrued Salaries	26,761.06
213 · Accrued Vacation	20,993.70
218 · Accrued JPA/Joint Powers Author	
218.01 · JPA-City of Palm Desert	43,057.16
218.02 · JPA-City of Rancho Mirage	14,976.40
218.03 · JPA-City of Indian Wells	10,920.28
Total 218 · Accrued JPA/Joint Powers Author	68,953.84
227 · Lobby/Front Desk Remodel	20,500.00
Total Other Current Liabilities	137,558.60
Total Current Liabilities	211,105.93
Total Liabilities	211,105.93
Equity	
1110 · Retained Earnings	1,800,196.62
3004 · Unrestricted Net Assets/C.I.	772,221.51
3007 · Permanently Restricted/Endow	200,777.72
Net Income	-169,907.00
Total Equity	2,603,288.85
TOTAL LIABILITIES & EQUITY	<u>2,814,394.78</u>

02/11/26

Joslyn Senior Center
INCOME/EXPENSE REPORT
 January 2026

	Jan 26	Jul '25 - Jan ...
Ordinary Income/Expense		
Income		
3999 · PUBLIC SUPPORT	44,987.85	322,041.68
4000 · CAPITAL IMPROVEMENTS	15,000.00	15,100.00
4100 · GENERAL REVENUE	6,375.16	114,572.21
4300 · NEWSLETTER	0.00	300.00
4559 · NUTRITION SERVICES'	5,530.00	25,354.63
4649 · PROGRAMS/ACTIVITIES	5,526.50	160,202.40
4800 · NEWMAN THEATRE	2,610.00	6,150.00
4900 · SPECIAL EVENT	3,004.00	177,980.96
Total Income	83,033.51	821,701.88
Expense		
5000 · ADMINISTRATION	49,909.36	344,868.11
5400 · OPERATIONAL	6,371.42	61,200.27
5600 · CAPITAL IMPROVEMENT	58,263.46	121,666.04
5699 · NUTRITION SERVICES	1,633.88	12,209.44
5759 · NEWSLETTER EXPENSE	4,534.64	9,064.44
5900 · PUBLIC RELATIONS	521.29	12,138.34
6100 · PROFESSIONAL	13,121.46	122,800.89
6200 · PROGRAMS/ACTIVITIES'	28,392.90	178,294.11
6300 · SPECIAL EVENTS	8,347.42	82,195.99
715 · DEPRECIATION	6,738.75	47,171.25
Total Expense	177,834.58	991,608.88
Net Ordinary Income	(94,801.07)	(169,907.00)
Net Income	<u>(94,801.07)</u>	<u>(169,907.00)</u>

Joslyn Senior Center Profit & Loss Budget Performance

January 2026
Budget Performance

January 2026

	Jan 26	Jul '25 - Jan 26	Annual Budget	YTD%
				58.33%
Income				
3999 · PUBLIC SUPPORT				
400 · Donations/Public Support				
400.01 · Annual Appeal	11,195	33,055	20,000	165.28%
400.02 · Board Contribution	0	3,300	3,000	110.00%
400.03 · Cornerstone Club	410	6,895	11,300	61.02%
400.04 · Memorial/Tributes	118	2,068	300	689.33%
400 · Donations/Public Support - Other	2,064	58,118	31,000	187.48%
Total 400 · Donations/Public Support	13,787	103,436	65,600	157.68%
402 · JPA/Joint Powers Authority				
402.01 · City of Palm Desert	21,529	150,700	258,343	58.33%
402.02 · City of Rancho Mirage	7,488	52,417	89,858	58.33%
402.03 · City of Indian Wells	2,184	15,288	26,209	58.33%
Total 402 · JPA/Joint Powers Authority	31,201	218,405	374,410	58.33%
405 · Buy a Brick	0	200	500	40.00%
406 · Grants				
406.01 · Desert Oasis Healthcare	0	0	14,800	0.00%
406.02 · Grace Helen Spearman Fdn	0	0	30,000	0.00%
406.10 · Desert Care Network-Tenet	0	0	5,000	0.00%
406.13 · Community Foundation	0	0	50,000	0.00%
406.15 · CF-Endowment Distribution	0	0	16,800	0.00%
406.18 · First Foundation Bank	0	0	5,000	0.00%
Total 406 · Grants	0	0	121,600	0.00%
Total 3999 · PUBLIC SUPPORT	44,988	322,041	562,110	57.29%
4000 · CAPITAL IMPROVEMENTS				
415 · Bighorn-A/C Unit	15,000	15,000	0	0.00%
417 · Pickleball Donations	0	100	0	0.00%
Total 4000 · CAPITAL IMPROVEMENTS	15,000	15,100	0	0.00%
4100 · GENERAL REVENUE				
421 · Interest/Dividend Income	4	28	80	35.00%
421a · Interest/Dividend Income-CF	0	5,657	15,000	37.71%
421b · Interest/Dividend Income-RM	0	170	200	85.00%
421c · Interest/Dividend Income-Schwab	(1,309)	3,725	15,000	24.83%
423a · Gain/Loss - Investment-CF	0	55,779	0	0.00%
423b · Gain/Loss - Investment-Schwab	0	(48)	0	0.00%
424 · Membership - Business	0	11,400	15,000	76.00%
425 · Memberships - New	2,840	15,240	25,000	60.96%
426 · Memberships - Renewed	3,960	19,950	33,000	60.45%
428 · Room Rentals	880	2,670	9,000	29.67%
Total 4100 · GENERAL REVENUE	6,375	114,571	112,280	102.04%
4300 · NEWSLETTER				
432 · Advertising-Newsletter	0	300	300	100.00%
Total 4300 · NEWSLETTER	0	300	300	100.00%
4559 · NUTRITION SERVICES'				
404 · End Senior Hunger	0	920	10,000	9.20%
460.00 · Donations-Nutrition	530	9,435	16,500	57.18%
460.02 · Grant-Aqua Caliente	0	0	10,000	0.00%
460.03 · Palm Desert Greens Golf Tourn	0	0	30,000	0.00%
460.05 · Grants-Other				
460.05b · Stater Brothers	0	0	2,500	0.00%
460.05c · San Manuel Band Mission Indians	0	10,000	0	0.00%
460.05d · Champions Volunteer Foundation	5,000	5,000	5,000	100.00%
460.05h · PD Rotary	0	0	5,000	0.00%
Total 460.05 · Grants-Other	5,000	15,000	12,500	120.00%
470 · Pantry/Food Bank				

Joslyn Senior Center Profit & Loss Budget Performance

January 2026

January 2026 Budget Performance		Jan 26	Jul '25 - Jan 26	Annual Budget	YTD%
470.01 · Grant-Barker Fondation		0	0	10,000	0.00%
470 · Pantry/Food Bank - Other		0	0	300	0.00%
Total 470 · Pantry/Food Bank		0	0	10,300	0.00%
Total 4559 · NUTRITION SERVICES'		5,530	25,355	89,300	28.39%
4649 · PROGRAMS/ACTIVITIES					
465 · Lawn Bowling					
465.01 · Lawn Bowling		509	4,841	7,000	69.16%
Total 465 · Lawn Bowling		509	4,841	7,000	69.16%
466.01 · Grant-Desert Healthcare Dist		0	12,000	0	0.00%
466.02 · Grant-So Ca Edison-Emerg Prog		0	0	5,000	0.00%
468 · Class Sponsorships-Singers		500	1,050	3,000	35.00%
469 · Class Fees		4,098	17,182	26,800	64.11%
472 · Wellness Center					
472.0 · Class Fee-Wellness					
472.1 · Counseling Fee		0	0	7,000	0.00%
472.0 · Class Fee-Wellness - Other		420	795	2,500	31.80%
Total 472.0 · Class Fee-Wellness		420	795	9,500	8.37%
472.00 · Wellness Center-Donations		0	85	4,500	1.89%
472.02 · Grant-Regional Access Project		0	50,000	50,000	100.00%
472.03 · Houston Family FDN		0	56,250	54,250	103.69%
472.04 · Grant-Desert Healthcrrre Dist		0	18,000	90,000	20.00%
472.05 · Grant-Auen Foundation		0	0	20,000	0.00%
472.06 · Grants-First Foundation		0	0	5,000	0.00%
Total 472 · Wellness Center		420	125,130	233,250	53.65%
Total 4649 · PROGRAMS/ACTIVITIES		5,527	160,203	275,050	58.25%
4800 · NEWMAN THEATRE					
481.00 · Room Rentals		2,610	6,150	12,000	51.25%
481.06 · Riverside County Supervisor		0	0	5,000	0.00%
Total 4800 · NEWMAN THEATRE		2,610	6,150	17,000	36.18%
4900 · SPECIAL EVENT					
490 · Social Events					
490.00 · Social Event Sponsors		0	5,312	5,000	106.24%
490.01 · Health Fair-Spring		0	500	2,000	25.00%
490.02 · Health Fair-Fall		0	4,280	2,100	203.81%
490 · Social Events - Other		4	3,341	4,000	83.53%
Total 490 · Social Events		4	13,433	13,100	102.54%
492 · Wine Event					
492.01 · Wine Event-Tickets		300	21,650	25,000	86.60%
492.02 · Wine Event-Donations		2,700	59,448	22,500	264.21%
492.03 · Wine Event-Sponsors		0	82,250	60,000	137.08%
492.04 · Wine Event-Auction		0	900	0	0.00%
Total 492 · Wine Event		3,000	164,248	107,500	152.79%
494 · Fashion Show					
494.01 · Fashion Show - Donations		0	0	27,000	0.00%
494.02 · Fashion Show - Tickets		0	300	35,000	0.86%
494.04 · Fashion Show-Sponsor		0	0	92,500	0.00%
Total 494 · Fashion Show		0	300	154,500	0.19%
Total 4900 · SPECIAL EVENT		3,004	177,981	275,100	64.70%
Total Income		83,034	821,701	1,331,140	61.73%
Expense					
5000 · ADMINISTRATION					
503 · Auto Mileage Reim.		0	0	220	0.00%
505 · Bank Charges		718	2,348	4,500	52.18%
506a · CF-Community Foundation Fees		0	4,428	8,000	55.35%
507 · Computer Maint/Equip		350	3,714	6,100	60.89%
508 · Webiste Host/Services		0	1,290	800	161.25%

Joslyn Senior Center Profit & Loss Budget Performance

January 2026 Budget Performance	Jan 26	Jul '25 - Jan 26	Annual Budget	YTD%
509 · Donor Perfect Subscription Fee	0	3,082	6,588	46.78%
511 · Insurance-Improper Sexual Cond	302	1,809	3,028	59.74%
512 · Insurance-D&O & EPL	1,057	6,862	14,621	46.93%
513 · Insurance-Gen. & Liability	2,615	15,110	27,834	54.29%
514 · ER-403 (B) Matching	902	7,168	10,887	65.84%
515 · Insurance - Center Van	143	868	2,500	34.72%
516 · Medical Insurance	3,406	24,381	42,000	58.05%
517 · Dental/vision/Life Insurance	487	3,463	6,082	56.94%
518 · Lunch/Dinner-Staff Expense	1,444	1,219	1,500	81.27%
520 · Miscellaneous	0	746	0	0.00%
521 · Copier Lease/Copies	2,531	8,858	15,200	58.28%
522 · Office Supplies	1,098	1,725	3,000	57.50%
523 · Printing/Stationary	0	2,593	3,400	76.26%
524 · Payroll Fees	1,187	6,116	11,000	55.60%
525 · Payroll Taxes	2,739	18,344	41,106	44.63%
527 · Postage - Office	0	1,790	3,900	45.90%
532 · Salaries	30,386	225,504	486,280	46.37%
534 · Taxes, Other	0	220	220	100.00%
535 · Volunteer Lunch/Badges, Etc	137	577	2,000	28.85%
539 · Workers Comp	407	2,651	4,737	55.96%
Total 5000 · ADMINISTRATION	49,909	344,866	705,503	48.88%
5400 · OPERATIONAL				
547 · Furniture /Equipment	59	911	2,000	45.55%
550 · Maint-Bldg/Equip/Supplies	793	16,350	17,000	96.18%
551 · Trash Pickup	357	2,520	4,000	63.00%
552 · Maint.-Grounds Maint.	1,452	12,658	25,500	49.64%
554 · Prof Serv-Piano Move/Tune	0	450	250	180.00%
555 · Security - Alarm	900	3,990	3,600	110.83%
557 · Utilities-A/C, Elec, Gas, Water	1,346	18,924	20,000	94.62%
558 · Utilities-Telephone	1,464	5,298	8,475	62.51%
559 · Cell Phone Reimbursement	0	100	1,200	8.33%
Total 5400 · OPERATIONAL	6,371	61,201	82,025	74.61%
5600 · CAPITAL IMPROVEMENT				
560 · Computers/Server	0	2,683	0	0.00%
560.10 · Sidwalk Painting-Non Slip	58,263	58,263	0	0.00%
562.01 · Fridge/Freezer-MOW	0	3,243	0	0.00%
567 · Bathroom Referbish-ADA	0	57,476	0	0.00%
Total 5600 · CAPITAL IMPROVEMENT	58,263	121,665	0	0.00%
5699 · NUTRITION SERVICES				
543 · Auto Exp./Gas, Maint.-Van	479	1,166	1,500	77.73%
574 · Let's Do Lunch	392	4,753	8,000	59.41%
607 · Nutrition/Food Bank	762	6,290	2,500	251.60%
Total 5699 · NUTRITION SERVICES	1,633	12,209	12,000	101.74%
5759 · NEWSLETTER EXPENSE				
576 · Postage	964	1,879	3,000	62.63%
578 · Printing	3,570	7,185	12,000	59.88%
Total 5759 · NEWSLETTER EXPENSE	4,534	9,064	15,000	60.43%
5900 · PUBLIC RELATIONS				
590 · Public Relations	478	4,367	2,500	174.68%
590.01 · Donor Relation/Development	0	47	2,300	2.04%
590.02 · Marketing/Advertising	44	360	2,000	18.00%
590.03 · Annual Appeal Expense	0	7,366	7,000	105.23%
590.04 · End Senior Hunger Expense	0	0	5,000	0.00%
Total 5900 · PUBLIC RELATIONS	522	12,140	18,800	64.57%
6100 · PROFESSIONAL				
587 · Accounting - Audit	917	6,417	11,000	58.74%

Joslyn Senior Center Profit & Loss Budget Performance

January 2026

January 2026 Budget Performance	Jan 26	Jul '25 - Jan 26	Annual Budget	YTD%
589 · Board Development	84	436	1,800	24.22%
591 · Dues & Subscriptions	21	389	2,200	17.68%
593 · Admin Consultant	5,600	46,500	0	0.00%
593.01 · Labor Attorneys	3,950	51,418	15,000	342.79%
594 · Mtgs-Seminars/Prof. Training	0	361	3,600	10.03%
595 · Employment Search	2,550	17,281	300	5760.33%
Total 6100 · PROFESSIONAL	13,122	122,802	33,900	362.25%
6200 · PROGRAMS/ACTIVITIES'				
573.00 · So Ca Edison-Emergency Program	0	0	3,000	0.00%
600 · Maint - Lawn Bowling	503	4,911	7,000	70.16%
601 · Class Instructors	1,868	11,320	22,000	51.45%
602 · Class Materials	133	1,337	3,000	44.57%
606 · Program-Personnel	6,515	44,656	10,697	417.46%
610 · Wellness Center				
610.02 · Wellness Ctr-Interns	12,065	73,922	175,268	42.18%
610.03 · Wellness Ctr-Personnel	6,926	40,711	80,581	50.52%
614 · Wellness Ctr-Advertising	0	316	1,000	31.60%
616 · Wellness Ctr-Class Materials	0	0	800	0.00%
610 · Wellness Center - Other	382	1,122	10,000	11.22%
Total 610 · Wellness Center	19,373	116,071	267,649	43.37%
Total 6200 · PROGRAMS/ACTIVITIES'	28,392	178,295	313,346	56.90%
6300 · SPECIAL EVENTS				
618 · Social Events	212	5,149	7,700	66.87%
618.01 · Health Fair-Spring	0	0	1,000	0.00%
618.02 · Health Fair-Fall	0	1,688	1,400	120.57%
618.03 · Hospitality-Coffee/Supplies	0	3,371	4,000	84.28%
622 · Wine Event	0	61,363	55,000	111.57%
631 · Fashion Show				
631.01 · Fashion Show Expense	8,135	10,486	55,000	19.07%
Total 631 · Fashion Show	8,135	10,486	55,000	19.07%
633 · Fall Event Expenses	0	139	0	0.00%
Total 6300 · SPECIAL EVENTS	8,347	82,196	124,100	66.23%
6600 · NEWMAN THEATRE'				
660.23 · Lighting/Sound Equip	0	0	500	0.00%
Total 6600 · NEWMAN THEATRE'	0	0	500	0.00%
715 · DEPRECIATION	6,739	47,171	0	0.00%
Total Expense	177,832	991,609	1,305,174	75.98%
	(94,798)	(169,908)	25,966	-654.35%
	(94,798)	(169,908)	25,966	-654.35%
Less Gain/Loss on Investment	0	(55,731)		
Less Capital Revenues	(15,000)	(15,100)		
Add in Capital Expenses	58,263	121,665		
Add in Depreciation	6,739	47,171		
Net Income	(44,796)	(71,903)		

**JOSLYN CENTER
MEETING OF THE BOARD OF DIRECTORS
March 24, 2026 - 3:30 P.M.**

In Person- Strongly Recommended

AGENDA

MISSION STATEMENT: *The Joslyn Center provides extensive programs and services for older adults in Indian Wells, Palm Desert, Rancho Mirage and surrounding Coachella Valley Communities.*

- | | |
|-----------------------------------------------------------------|------------------|
| A. General Business | Barbara Mitchell |
| a. Call to order and attendance | |
| b. Establish Quorum | |
| c. Zoom Meeting Protocol | |
| | |
| B. Approval of Consent Agenda – Vote | Barbara Mitchell |
| <i>The following items will be voted on in a single motion.</i> | |
| Approve Board Minutes – February 24, 2026 | |
| | |
| C. Financial Reports – February 2026 – Vote (10 min) | Barry Kaufman |
| | |
| D. Fund Development Report (10 min) | Greg Murphy |
| • Review of Grants Dashboard | |
| • Update on Fund Development Activities –Upcoming Events | |
| • Pickleball Ribbon Cutting Event | |
| | |
| E. Governance Committee | Barbara Mitchell |
| • Search Committee Update | |
| • Membership Requests-Board Membership | |
| | |
| G. President’s Report/Executive Committee | Barbara Mitchell |
| • Coffee with the Board – Report-Membership Issues | |
| • New Member Orientation | |
| • Employee Handbook & Training – April 16- 10-12 | |
| • Lobby Update | |
| • Onboarding Training – April 28, 2026 | |
| • Policies Update -Vote | |
| 1. Whistleblower Policy | |
| | |
| H. Finance & Operations Director Report | Diane Sylvester |
| • Program Overview – Joslyn Dashboard | |
| • Frank Locatelli-JC Reception -March 26, 2026-3 P.M. | |
| Proclamation Ceremony-Palm Desert City Council Mtg-4 P.M. | |
| | |
| I. Closed Session-Vote | |
| | |
| J. Adjournment | |

Upcoming Meetings

Finance Committee – April 23, 2026 – 9:30AM
Executive Committee – April 23, 2026– 10:30AM
Fund Development – April 15, 2026 – 4:00PM
Governance Committee – April 6, 2026 – 4:00PM
Next Board Meeting –April 28, 2026 – 3:30PM

**The Joslyn Center
Board of Directors Meeting Minutes
February 24, 2026
3:30 p.m. – In Person or Zoom**

Upon notice duly given, a meeting of the Board of Directors of The Joslyn Center was held on Tuesday, February 24, 2026, at The Joslyn Center in Palm Desert, California.

Board Members' Present:

Barbara Mitchell-President	Janet Davidson
Hugo Aguas-Vice President	Stephen Gail
Barry Kaufman-Treasurer	Diane Haaga-Zoom
Linda Blank – Secretary left at 4:30 pm	Ann Simley-Zoom
June Ramsey	Henry Welles-Zoom

Also Present:

Karina Quintanilla, City Council Representative-Palm Desert-Zoom

Staff Present:

Diane Sylvester, Finance & Operations Director and Greg Murphy, Development Director

Excused Board Members absent: Brian Bilhartz and Barbara Rogers

A. General Business

Barbara Mitchell called the meeting to order at 3:30 p.m.

B. Approval of Consent Agenda

Approval of Board Minutes-January 27, 2026-Respectfully submitted by: Diane Sylvester

Addition to the current agenda: Item F: Palm Desert Dog Show

M/S (Gale/Blank) To approve the Consent Agenda, all in favor, none opposed.

C. Finance Report:

Barry Kaufman reviewed the January Financial reports and reported we have YTD revenues of \$750,871, YTD expenses of \$822,722. The cash/investments of \$1,222,354 and total liabilities of \$211,106, Ratio: 5.8

Barry reported that we received the following grants in January - \$15k from Bighorn Cares for an A/C unit, \$5k from the Champion Volunteer Foundation for Nutrition Services.

Barry Kaufman reported that Jack Newby has applied for and submitted the Regional Access Project (RAP) Grant, which would be \$75k 2026/2027 and \$75k 2027/2028.

Barry also reported that the Wine Event will net about \$103k, which is the highest ever. Barry thanked and congratulated Greg Murphy and Tom Belanich for a job well done.

M/S (Aguas/Blank) To accept the Finance report, file report for audit. Motion passed unanimously.

D. Marketing and Development:

Greg Murphy reviewed the grant dashboard report.

Greg reported that the Joslyn in Bloom invitations went out yesterday. Barbara Rogers/Gary Geske and Margo Handelsman are table sponsors at 2 tables each.

Greg Murphy also reported that we will not be receiving funding from Auen Foundation this year for Joslyn in Bloom event. Greg is pursuing a grant from Total Wine and More to purchase wine at cost. The first ever sponsor and model appreciation event will be on April 1, 2026.

Greg Murphy reported that the Wine Women event was a nice event with 145 people in attendance.

Barry Kaufman reported that we need to identify new grants to bring in more revenue to decrease the deficit.

Greg reported that we are waiting on the finishing touches (DG) before we have the Pickleball Court Ribbon-Cutting Ceremony.

E. Governance Committee:

Diane Haaga reported that it is the Committee recommendation to approve Andrey Shismakov as a new board member.

M/S (Kaufman/Gale) To accept and approve Andrey Shismakov as new Board member, all in favor, none opposed.

F. PD Dog Show:

Janet Davidson reported that she met with Chris Escobedo, Palm Desert City Manager, and Daniel Hutado, the City's liaison with Animal Samaritans, to discuss a potential event titled *Seniors and Their Dogs*. The title is still under development, and suggestions are welcome.

Janet explained that many seniors have no provisions in place for their pets should they become unable to care for them, which contributes to overcrowding in local shelters. The proposed event would include adoptable dogs and focus on education, resources, and community engagement. It would be a free event for Joslyn members, tentatively scheduled for January 15 or 22, 2027, at Civic Center Park.

Janet requested assistance from board members for her committee and this project. Barbara asked that any members interested in participating in the initiative contact either Janet or Barbara.

M/S (Kaufman/Blank) To support the initiative to move forward with Dog Show. All in favor, motion carried.

G. President's Report:

Barbara Mitchell reported that Coffee with the Board has progressed and finds it rewarding for her and the members. Members were interested in the Lobby plans and a couple of request/suggestion were heard and will be incorporated into the plans.

Barbara reported that Diane Haaga will step down as Chair of the Governance Committee and will remain on the committee. Diane noted that there were no issues prompting the change; she simply preferred not to continue as chair but wished to remain an active member of the committee. Henry Welles has agreed to join the committee. Barbara and the Board members thanked her for her commitment and dedication to the committee during her tenure as Chair. Chair of the committee will be rotated among the members until a Chair is appointed.

Barbara Mitchell also reported that the Executive Director search is progressing with second interviews scheduled for four candidates on Wednesday, February 25th and Thursday, February 26th from 11-4 each day. These interviews will be conducted off-site. Key staff were asked to submit questions in advance to be posed to the candidates on their behalf.

Barbara reported that new member orientation is on the first Friday of every month at 10 a.m. and encouraged all board members to attend and introduce themselves. Stephen Gale volunteered to attend the meeting on March 6th.

Barbara Michell reported that the Statement of Investment and the Procurement & Capitalization policies have been reviewed by our CPA and by the Finance Committee and are being advanced to the Board for approval.

M/S (Davidson/Kaufman) To approve the Statement of Investment and the Procurement & Capitalization Policies. All in favor, none-opposed.

Barbara presented the revised Whistleblower Policy for Board approval. During discussion, Hugo recommended expanding the policy to include members within the scope. Board members considered the suggestion, and Henry advised obtaining a legal opinion to determine whether including members is appropriate and advisable under nonprofit governance standards.

After further discussion, the Board agreed to table the Whistleblower Policy pending review by Sloat Law Group, who will evaluate whether members should be added as covered individuals until the polity.

The policy will return to the Board for consideration once legal guidance has been received.

H. Finance & Operation Directors Report

Diane Sylvester reported for January: Program and activity usage is 4,956. Food bank had 669 family members which equated to 75-90 individuals weekly.

Wellness Center had 461 participants for groups and classes, with 21 individuals on a waiting list of counseling. Barbara reported that they are looking to hire a part-time counselor.

Membership is currently at 2,710. The low income (50k) postcard mailing was mailed out on 1/21/26 to 2,802 residents of Cove Communities. To date, two have joined at the special rate of \$30. Janet Davidson asked about transportation if that could play a role in the low turnout.

I. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Diane Sylvester
Financial and Operations Director

Joslyn Senior Center
Balance Sheet
As of February 28, 2026

Feb 28, 26

ASSETS

Current Assets

Checking/Savings

1000 · Cash In Banks	
101d · First Foundation Bank	137,700.03
104 · Charles Schwab	173,446.76
107 · The Community Foundation	811,592.14

Total 1000 · Cash In Banks 1,122,738.93

108 · Cash On Hand - Petty Cash 300.00

Total Checking/Savings 1,123,038.93

Accounts Receivable

1200 · Accounts Receivable	
1200.01 · City of Palm Desert-Sidewalks	40,201.78
1200.02 · City of Rancho Mirage-Sidewalks	13,983.23
1200.03 · City of Indian Wells-Sidewalks	4,078.45

Total 1200 · Accounts Receivable 58,263.46

Total Accounts Receivable 58,263.46

Other Current Assets

120 · Prepaid Expenses	11,667.42
121 · Prepaid Audit Expense	4,112.60

Total Other Current Assets 15,780.02

Total Current Assets 1,197,082.41

Fixed Assets

140 · Wellness Center	259,106.89
150a · Arts' Center	95,318.61
151 · Bldg. 1-Furn. & Equip.	37,193.00

151a · Building 1 - Furn. & Equipment 65,645.74

152 · Bldg. #2-Furn. & Equip.	
152 01 · Original Cost	5,245.49

Total 152 · Bldg. #2-Furn. & Equip. 5,245.49

153 · Grounds Improvement	
153 01 · Pickleball Courts	151,450.00
153 · Grounds Improvement - Other	304,707.96

Total 153 · Grounds Improvement 456,157.96

154 · Building #1	
154 01 · Original Cost-Bldg #1	137,576.58
154 02 · Improvements - Bldg 1	631,224.49
154 · Building #1 - Other	93,358.67

Total 154 · Building #1 862,159.74

155 · Building #2	
155 01 · Original Cost-Bldg #2	35,521.09
155 02 · Improvements - Bldg #2	488,850.27
155 · Building #2 - Other	16,452.50

Total 155 · Building #2 540,823.86

156 · Equip. & Furniture 261,673.13

157 · Computer Equipment 73,533.34

158 · Kitchen Equipment	
158 01 · Original Cost	17,657.27
158 · Kitchen Equipment - Other	75,771.80

Total 158 · Kitchen Equipment 93,429.07

159 · Vehicles 29,608.66

2:19 PM

03/16/26

Accrual Basis

Joslyn Senior Center

Balance Sheet

As of February 28, 2026

	Feb 28, 26
160 · Accumulated Depreciation	-1,245,476.24
Total Fixed Assets	1,534,419.25
Other Assets	
161 · Collections	46,925.00
Total Other Assets	46,925.00
TOTAL ASSETS	<u>2,778,426.66</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 · Accounts Payable	16,829.75
Total Accounts Payable	16,829.75
Other Current Liabilities	
204 · Room Rental-Deposit/Refunds	350.00
212 · Accrued Salaries	27,727.56
213 · Accrued Vacation	22,490.59
217 · Payroll clearing	-136.57
218 · Accrued JPA/Joint Powers Author	
218.01 · JPA-City of Palm Desert	21,528.57
218.02 · JPA-City of Rancho Mirage	7,488.20
218.03 · JPA-City of Indian Wells	8,736.22
Total 218 · Accrued JPA/Joint Powers Author	37,752.99
227 · Lobby/Front Desk Remodel	20,500.00
Total Other Current Liabilities	108,684.57
Total Current Liabilities	125,514.32
Total Liabilities	125,514.32
Equity	
1110 · Retained Earnings	1,800,196.62
3004 · Unrestricted Net Assets/C.I.	772,221.51
3007 · Permanently Restricted/Endow	200,777.72
Net Income	-120,283.51
Total Equity	2,652,912.34
TOTAL LIABILITIES & EQUITY	<u>2,778,426.66</u>

03/16/26

Joslyn Senior Center
INCOME/EXPENSE REPORT
 February 2026

	Feb 26	Jul '25 - Feb...
Ordinary Income/Expense		
Income		
3999 · PUBLIC SUPPORT	43,146.85	370,205.53
4000 · CAPITAL IMPROVEMENTS	58,263.46	73,363.46
4100 · GENERAL REVENUE	6,715.48	127,124.04
4300 · NEWSLETTER	150.00	450.00
4559 · NUTRITION SERVICES'	65.00	25,769.63
4649 · PROGRAMS/ACTIVITIES	4,102.40	166,577.80
4800 · NEWMAN THEATRE	952.00	7,102.00
4900 · SPECIAL EVENT	40,381.00	218,611.96
Total Income	153,776.19	989,204.42
Expense		
5000 · ADMINISTRATION	48,318.01	393,941.63
5400 · OPERATIONAL	3,546.46	64,746.73
5600 · CAPITAL IMPROVEMENT	8,958.50	130,624.54
5699 · NUTRITION SERVICES	920.35	13,129.79
5759 · NEWSLETTER EXPENSE	0.00	9,064.44
5900 · PUBLIC RELATIONS	878.50	13,017.59
6100 · PROFESSIONAL	17,772.62	140,573.51
6200 · PROGRAMS/ACTIVITIES'	27,676.90	205,971.01
6300 · SPECIAL EVENTS	2,312.70	84,508.69
715 · DEPRECIATION	6,738.75	53,910.00
Total Expense	117,122.79	1,109,487.93
Net Ordinary Income	36,653.40	(120,283.51)
Net Income	36,653.40	(120,283.51)

Joslyn Senior Center Profit & Loss Budget Performance

February 2026

February 2026
Budget Performance

	Feb 26	Jul '25 - Feb 26	Annual Budget	YTD %
				66.67%
Income				
3999 · PUBLIC SUPPORT				
400 · Donations/Public Support				
400.01 · Annual Appeal	10,100	43,155	30,000	143.85%
400.02 · Board Contribution	0	3,300	3,300	100.00%
400.03 · Cornerstone Club	1,335	8,230	8,000	102.88%
400.04 · Memorial/Tributes	0	2,068	1,000	206.80%
400 · Donations/Public Support - Other	511	63,646	70,000	90.92%
Total 400 · Donations/Public Support	11,946	120,399	112,300	107.21%
402 · JPA/Joint Powers Authority				
402.01 · City of Palm Desert	21,529	172,229	258,343	66.67%
402.02 · City of Rancho Mirage	7,488	59,906	89,858	66.67%
402.03 · City of Indian Wells	2,184	17,472	26,209	56.66%
Total 402 · JPA/Joint Powers Authority	31,201	249,607	374,410	66.67%
405 · Buy a Brick	0	200	500	40.00%
406 · Grants				
406.01 · Desert Oasis Healthcare	0	0	14,800	0.00%
406.02 · Grace Helen Spearman Fdn	0	0	30,000	0.00%
406.10 · Desert Care Network-Yenet	0	0	5,000	0.00%
406.18 · First Foundation Bank	0	0	5,000	0.00%
Total 406 · Grants	0	0	54,800	0.00%
Total 3999 · PUBLIC SUPPORT	43,147	370,206	542,010	68.30%
4000 · CAPITAL IMPROVEMENTS				
407.03 · Capl Improve-City Reimbursement				
407.003 · PD-Cap Improve Reimb	40,202	40,202	0	0.00%
407.004 · RM-Cap Improve Reimb	13,983	13,983	0	0.00%
407.005 · IW-Cap Improve Reimb	4,078	4,078	0	0.00%
Total 407.03 · Capl Improve-City Reimbursement	58,263	58,263	0	0.00%
415 · Bighorn-A/C Unit	0	15,000	0	0.00%
417 · Pickleball Donations	0	100	0	0.00%
Total 4000 · CAPITAL IMPROVEMENTS	58,263	73,363	0	0.00%
4100 · GENERAL REVENUE				
421 · Interest/Dividend Income	4	32	80	40.00%
421a · Interest/Dividend Income-CF	0	12,501	15,000	83.34%
421b · Interest/Dividend Income-RM	0	170	200	85.00%
421c · Interest/Dividend Income-Schwab	1,978	5,704	10,000	57.04%
423a · Gain/Loss - Investment-CF	0	53,658	0	0.00%
423b · Gain/Loss - Investment-Schwab	(1,660)	(1,708)	0	0.00%
424 · Membership - Business	0	11,400	15,000	76.00%
425 · Memberships - New	2,740	18,020	25,000	72.08%
426 · Memberships - Renewed	2,440	22,950	33,000	69.55%
428 · Room Rentals	1,214	4,397	5,000	87.94%
Total 4100 · GENERAL REVENUE	6,716	127,124	103,280	123.09%
4300 · NEWSLETTER				
432 · Advertising-Newsletter	150	450	300	150.00%
Total 4300 · NEWSLETTER	150	450	300	150.00%
4559 · NUTRITION SERVICES'				
404 · End Senior Hunger	0	920	10,000	9.20%
460.00 · Donations-Nutrition	65	9,850	5,000	197.00%
460.02 · Grant-Aqua Caliente	0	0	10,000	0.00%
460.03 · Palm Desert Greens Golf Tourn	0	0	35,000	0.00%
460.05 · Grants-Other				
460.05b · Stater Brothers	0	0	2,500	0.00%
460.05c · San Manuel Band Mission Indians	0	10,000	10,000	100.00%
460.05d · Champions Volunteer Foundation	0	5,000	5,000	100.00%

Joslyn Senior Center Profit & Loss Budget Performance

February 2026

February 2026
Budget Performance

	Feb 26	Jul '25 - Feb 26	Annual Budget	YTD %
460.05h · PD Rotary	0	0	5,000	0.00%
Total 460.05 · Grants-Other	0	15,000	22,500	66.67%
470 · Pantry/Food Bank				
470.01 · Grant-Barker Fondation	0	0	10,000	0.00%
470 · Pantry/Food Bank - Other	0	0	5,000	0.00%
Total 470 · Pantry/Food Bank	0	0	15,000	0.00%
Total 4559 · NUTRITION SERVICES'	65	25,770	97,500	26.43%
4649 · PROGRAMS/ACTIVITIES				
465 · Lawn Bowling				
465.01 · Lawn Bowling	503	5,344	7,000	76.34%
Total 465 · Lawn Bowling	503	5,344	7,000	76.34%
466.01 · Grant-Desert Healthcare Dist	0	12,000	0	0.00%
466.02 · Grant-So Ca Edison-Emerg Prog	0	0	5,000	0.00%
468 · Class Sponsorships-Singers	250	2,800	3,000	93.33%
469 · Class Fees	3,074	21,029	26,800	78.47%
472 · Wellness Center				
472.0 · Class Fee-Wellness				
472.1 · Counseling Fee	0	0	1,000	0.00%
472.0 · Class Fee-Wellness - Other	275	1,070	1,000	107.00%
Total 472.0 · Class Fee-Wellness	275	1,070	2,000	53.50%
472.00 · Wellness Center-Donations	0	85	2,000	4.25%
472.02 · Grant-Regional Access Project	0	50,000	50,000	100.00%
472.03 · Houston Family FDN	0	56,250	56,250	100.00%
472.04 · Grant-Desert Healthcrrre Dist	0	18,000	95,000	18.95%
472.05 · Grant-Auen Foundation	0	0	20,000	0.00%
472.06 · Grants-First Foundation	0	0	5,000	0.00%
Total 472 · Wellness Center	275	125,405	230,250	54.46%
Total 4649 · PROGRAMS/ACTIVITIES	4,102	166,578	272,050	61.23%
4800 · NEWMAN THEATRE				
481.00 · Room Rentals	952	7,102	10,000	71.02%
481.06 · Riverside County Supervisor	0	0	5,000	0.00%
Total 4800 · NEWMAN THEATRE	952	7,102	15,000	47.35%
4900 · SPECIAL EVENT				
490 · Social Events				
490.00 · Social Event Sponsors	0	5,312	7,000	75.89%
490.01 · Health Fair-Spring	0	500	2,000	25.00%
490.02 · Health Fair-Fall	0	4,280	4,280	100.00%
490 · Social Events - Other	31	3,372	4,000	84.30%
Total 490 · Social Events	31	13,464	17,280	77.92%
492 · Wine Event				
492.01 · Wine Event-Tickets	0	21,650	21,350	101.41%
492.02 · Wine Event-Donations	0	59,448	56,748	104.76%
492.03 · Wine Event-Sponsors	0	82,250	82,250	100.00%
492.04 · Wine Event-Auction	0	900	0	0.00%
Total 492 · Wine Event	0	164,248	160,348	102.43%
494 · Fashion Show				
494.01 · Fashion Show - Donations	0	100	27,000	0.37%
494.02 · Fashion Show - Tickets	7,350	7,800	35,000	22.29%
494.04 · Fashion Show-Sponsor	33,000	33,000	92,500	35.68%
Total 494 · Fashion Show	40,350	40,900	154,500	26.47%
Total 4900 · SPECIAL EVENT	40,381	218,612	332,128	65.82%
Total Income	153,776	989,205	1,362,268	72.61%
Expense				
5000 · ADMINISTRATION				
503 · Auto Mileage Reim.	0	0	220	0.00%
505 · Bank Charges	288	2,637	4,000	67.20%

Joslyn Senior Center Profit & Loss Budget Performance

February 2026

February 2026 Budget Performance	Feb 26	Jul '25 - Feb 26	Annual Budget	YTD %
506a · CF-Community Foundation Fees	0	5,184	8,000	64.80%
507 · Computer Maint/Equip	350	4,064	6,100	66.62%
508 · Webiste Host/Services	80	1,370	800	171.25%
509 · Donor Perfect Subscription Fee	1,130	4,212	6,588	63.93%
511 · Insurance-improper Sexual Cond	302	2,111	3,622	58.28%
512 · Insurance-D&O & EPL	1,057	7,919	17,315	45.73%
513 · Insurance-Gen. & Liability	2,615	17,725	26,744	66.28%
514 · ER-403 (B) Matching	927	8,096	11,600	69.79%
515 · Insurance - Center Van	143	1,011	1,710	59.12%
516 · Medical Insurance	3,406	27,788	42,546	65.31%
517 · Dental/vision/Life Insurance	487	3,950	6,082	64.95%
518 · Lunch/Dinner-Staff Expense	0	1,219	2,000	60.95%
520 · Miscellaneous	0	746	0	0.00%
521 · Copier Lease/Copies	1,265	10,123	15,200	66.60%
522 · Office Supplies	0	1,725	2,000	86.25%
523 · Printing/Stationary	1,325	3,918	3,400	115.24%
524 · Payroll Fees	755	6,871	11,000	62.46%
525 · Payroll Taxes	2,404	20,748	34,273	60.54%
527 · Postage - Office	187	1,976	3,900	50.67%
532 · Salaries	31,049	256,553	402,622	63.72%
534 · Taxes, Other	30	250	220	113.64%
535 · Volunteer Lunch/Badges, Etc	112	689	1,000	68.90%
539 · Workers Comp	407	3,058	4,881	62.65%
Total 5000 · ADMINISTRATION	48,319	393,943	615,823	63.97%
5400 · OPERATIONAL				
547 · Furniture /Equipment	0	911	2,000	45.55%
550 · Maint-Bldg/Equip/Supplies	577	16,926	20,000	84.63%
551 · Trash Pickup	357	2,877	4,000	71.93%
552 · Maint.-Grounds Maint.	1,452	14,110	25,500	55.33%
554 · Prof Serv-Piano Move/Tune	0	450	250	180.00%
555 · Security - Alarm	0	3,990	3,600	110.83%
557 · Utilities-A/C, Elec, Gas, Water	398	19,321	30,000	64.40%
558 · Utilities-Telephone	763	6,061	8,475	71.52%
559 · Cell Phone Reimbursement	0	100	100	100.00%
Total 5400 · OPERATIONAL	3,547	64,746	93,925	68.93%
5600 · CAPITAL IMPROVEMENT				
560 · Computers/Server	0	2,683	0	0.00%
560.09 · Pickleball Courts	2,450	2,450	0	0.00%
560.10 · Sidwalk Painting-Non Slip	0	58,263	0	0.00%
562.01 · Fridge/Freezer-MOW	0	3,243	0	0.00%
562.02 · Lobby Remodel	6,509	6,509	0	0.00%
567 · Bathroom Referbish-ADA	0	57,476	0	0.00%
Total 5600 · CAPITAL IMPROVEMENT	8,959	130,624	0	0.00%
5699 · NUTRITION SERVICES				
543 · Auto Exp./Gas, Maint.-Van	157	1,323	1,500	88.20%
574 · Let's Do Lunch	476	5,229	8,000	65.36%
607 · Nutrition/Food Bank	288	6,578	9,000	73.09%
Total 5699 · NUTRITION SERVICES	921	13,130	18,500	70.97%
5759 · NEWSLETTER EXPENSE				
576 · Postage	0	1,879	3,000	62.63%
578 · Printing	0	7,185	10,500	68.43%
Total 5759 · NEWSLETTER EXPENSE	0	9,064	13,500	67.14%
5900 · PUBLIC RELATIONS				
590 · Public Relations	433	4,800	5,000	96.00%
590.01 · Donor Relation/Development	0	47	1,000	4.70%
590.02 · Marketing/Advertising	425	785	1,500	52.33%

Joslyn Senior Center Profit & Loss Budget Performance

February 2026

February 2026 Budget Performance	Feb 26	Jul '25 - Feb 26	Annual Budget	YTD %
590.03 · Annual Appeal Expense	20	7,386	7,500	98.48%
590.04 · End Senior Hunger Expense	0	0	5,000	0.00%
Total 5900 · PUBLIC RELATIONS	878	13,018	20,000	65.09%
6100 · PROFESSIONAL				
587 · Accounting - Audit	917	7,333	11,000	66.66%
589 · Board Development	84	520	1,000	52.00%
591 · Dues & Subscriptions	267	656	1,500	43.73%
592.01 · Grant Writing/Research	800	800	5,000	16.00%
593 · Admin Consultant	3,200	49,700	58,500	84.96%
593.01 · Labor Attorneys	1,255	52,673	60,000	87.79%
594 · Mtgs-Seminars/Prof. Training	0	361	1,000	36.10%
595 · Employment Search	11,250	28,531	45,000	63.40%
Total 6100 · PROFESSIONAL	17,773	140,574	183,000	76.82%
6200 · PROGRAMS/ACTIVITIES'				
573.00 · So Ca Edison-Emergency Program	0	0	3,000	0.00%
600 · Maint - Lawn Bowling	501	5,413	7,000	77.33%
601 · Class Instructors	2,187	13,506	22,000	61.39%
602 · Class Materials	760	2,097	3,000	69.90%
606 · Program-Personnel	5,822	50,478	76,116	66.32%
610 · Wellness Center				
610.02 · Wellness Ctr-Interns	10,614	84,536	183,665	46.03%
610.03 · Wellness Ctr-Personnel	6,299	47,010	80,581	58.34%
614 · Wellness Ctr-Advertising	0	316	1,000	31.60%
616 · Wellness Ctr-Class Materials	0	0	800	0.00%
610 · Wellness Center - Other	1,494	2,616	5,000	52.32%
Total 610 · Wellness Center	18,407	134,478	271,046	49.61%
Total 6200 · PROGRAMS/ACTIVITIES'	27,677	205,972	382,162	53.90%
6300 · SPECIAL EVENTS				
618 · Social Events	171	5,320	6,500	81.85%
618.01 · Health Fair-Spring	0	0	1,000	0.00%
618.02 · Health Fair-Fall	0	1,688	1,688	100.00%
618.03 · Hospitality-Coffee/Supplies	274	3,645	4,000	91.13%
622 · Wine Event	0	61,363	61,363	100.00%
631 · Fashion Show				
631.01 · Fashion Show Expense	1,868	12,354	62,000	19.93%
Total 631 · Fashion Show	1,868	12,354	62,000	19.93%
633 · Fall Event Expenses	0	139	0	0.00%
Total 6300 · SPECIAL EVENTS	2,313	84,509	136,551	61.89%
6600 · NEWMAN THEATRE'				
660.23 · Lighting/Sound Equip	0	0	500	0.00%
Total 6600 · NEWMAN THEATRE'	0	0	500	0.00%
715 · DEPRECIATION	6,739	53,910	0	
Total Expense	117,126	1,109,490	1,463,961	75.79%
	36,650	(120,285)	(101,693)	118.28%
	36,650	(120,285)	(101,693)	118.28%
Less Gain/Loss on Investment	1,660	(51,950)		
Less Capital Revenues	(58,263)	(73,363)		
Add in Capital Expense	8,959	130,624		
Add in Depreciation	6,739	53,910		
Net Income	(4,255)	(61,064)		

COVE COMMISSION

2026- FIRST QUARTER
JAN.-MARCH
INCIDENT REPORT



INDIAN WELLS

CALIFORNIA

CITY OF RANCHO MIRAGE





Riverside County Fire Department/ CAL FIRE

Jurisdiction Summary for City of Palm Desert

Robert Fish

Fire Chief



1/1/2026 to 3/31/2026

Incident Response Activity

*At least 1 Resource Dispatched

Incident Type	#
Com Fire	2
False Alarm	242
Haz Mat	1
Medical	2,600
Multi-Fam Dwelling Fire	1
Other Fire	15
Other Misc	16
Public Service Assist	160
Res Fire	6
Rescue	16
Ringing Alarm	9
Standby	34
Traffic Collision	121
Vehicle Fire	4
Wildland Fire	2
Incident Total	3,229

Average Enroute to On-Scene Time

*Units Responding Charlie, Delta, Bravo, Echo, Code 3



Enroute Time: Unit has been acknowledged as responding.

On-Scene Time: Unit has been acknowledged as being On-Scene.

Transport

*Based on Units with a Transport time

Jurisdiction Ambulance Responses

DRM	101
EMC	1,457
JFK	13
Other	1

Total: 1,572

Ambulance Mutual Aid Given

DRM	46
EMC	708
JFK	19

Total: 773

Ambulance Mutual Aid Received

DRM	23
EMC	294
JFK	2

Total: 319

Mutual Aid

*Unit responses

Jurisdiction Units Responses

Engine	1,610
Medic	2,311
Rescue	1
Squad	645
Truck/Quint	430

Total: 4,997

Mutual Aid Given

Engine	536
Medic	1,115
Squad	230
Truck/Quint	154

Total: 2,035

Mutual Aid Received

Breathing Support	2
Chief	35
Engine	1,085
Environmental Health	1
Medic	528
Nurse	125
Patrol	1
PIO	13

Squad	5
Truck/Quint	7

Total:	1,802
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Truck Report

T33 recorded 430 responses in City of Palm Desert from 1/1/2026 1:43:31 PM to 3/31/2026

1:43:31 PM

T86 recorded 7 responses in City of Palm Desert from 1/1/2026 1:43:31 PM to 3/31/2026

1:43:31 PM

Significant Incidents

25CARRU014525 1/26/2026 1:25:00PM	CAL FIRE/Riverside County Fire Department responded to a reported inaccessible rescue at the above location. The first arriving company officer reported a single victim approximately 1 ½ mile west of the Art Smith trailhead. The patient was extricated with the assistance of RSO Rescue 9 and transported to awaiting ambulance. The patient was taken to a local area trauma center for further evaluation and treatment.
25CARRU015779 1/28/2026 5:49:00PM	CAL FIRE/Riverside County Fire Department responded to a reported residential structure fire at the location above. The first arriving company officer reported a single-story, single-family structure with light smoke. Firefighters confirmed all residents were out of the building and the fire was contained to the attic space. Firefighters remained at scene for salvage and overhaul.
26CARRU003650 1/7/2026 10:56:00AM	CAL FIRE/Riverside County Fire Department responded to a reported inaccessible rescue in the city of Palm Desert. The first arriving company officer reported a single victim approximately 1/2 a mile on the trail with an ankle injury. The victim was traveling on the Art Smith hiking trail off of Highway 74. Crews from Palm Desert were able to utilize UTV 33 to assist in the extraction. Removal of the victim off the trail required other specialized equipment from Truck 33. The patient was treated for injuries and transported to a local hospital for definitive care.
26CARRU008689 1/16/2026 10:25:00AM	CAL Fire/Riverside County Fire Department was dispatched to a reported vehicle accident at the intersection of Fred Warning cross of Cook St. The first arriving Engine reported a multi-car collision involving one passenger trapped in a car with two other vehicles involved. One patient perished at the scene, and no other injuries were reported. RSO will have the westbound lanes of Fred Warning closed for 2 to 3 hours to conduct an investigation.
26CARRU008913 1/16/2026 4:59:00PM	CAL Fire/ Riverside County Firefighters responded to a reported natural gas leak at the above address. First unit at the scene reported a golf cart struck a residential gas line, breaking it below the meter. Two additional residential units were evacuated for two hours until the Southern California Gas Company secured the damaged line. Gas line and meter are repaired; will need inspection before utilities are restored.
26CARRU016907 1/30/2026 4:16:00PM	CAL FIRE/Riverside County Fire Department was dispatched to a reported residential structure fire at the above address. The first-arriving company officer reported a detached casita with a room-and-contents fire that had been extinguished by the homeowner prior to the Fire Department's arrival. The casita sustained heavy smoke and water damage. Palm Desert Building and Safety will need to respond. There were no displacements.
26CARRU018268 2/2/2026 12:02:00AM	CAL FIRE/Riverside County Fire Department responded to a reported traffic collision involving a vehicle that struck a building. The first arriving company officer reported a single vehicle into a residential structure with moderate damage. No injuries were reported to the vehicle occupants or the homeowners. Due to the location and extent of the structural damage, the homeowners will be displaced from the residence but declined Red Cross assistance. City Building and Safety will need to evaluate the structure. RSO will remain on scene to conduct their investigation.
26CARRU022386 2/8/2026 6:32:00PM	CAL Fire/ Riverside County Firefighters responded to a multi-residential structure fire at the above address. First unit at the scene reported a 2-story apartment building with evacuations in progress and light smoke coming from the first-floor apartment. The fire was contained to a small storage closet on the patio. Sprinkler system activated, sending water into the apartment. The fire protection system was repaired and recharged, with a 24-hour fire watch in place until the system is recertified. 1 resident with an animal was displaced and assisted by the Red Cross. Building and Safety will need to respond to confirm the system repairs and release fire watch.
26CARRU031997 2/24/2026 9:32:00PM	CAL FIRE / Riverside County Fire Department resources responded to a reported multi family apartment fire at the location above. First arriving company officer reported a 2 story multi family apartment complex with nothing showing from the exterior. Upon entry into the apartment crews found a small fire contained to the oven. Crews remained on scene to check for extension and smoke removal. The single resident of the apartment was uninjured. The resident will be displaced for the evening but declined any assistance from Red Cross. Building and safety will need to respond out to evaluate the apartment.

26CARRU037419
3/5/2026 10:09:00PM

CAL FIRE / Riverside County Fire Department resources responded to a reported structure fire at the location above. First arriving company officer reported one 30x30 outdoor shed with one vehicle fully involved to the rear of the residence. Fire crews made an aggressive fire attack and kept the fire from entering the main residence. No injuries to civilians or firefighters. Building and safety will need to evaluate the shed at the residence.

26CARRU038499
3/7/2026 8:35:00PM

CAL FIRE/Riverside County Fire Department responded to a reported traffic collision with fire at the above location. The first arriving Company Officer reported a single electric vehicle fully engulfed on the North bound lanes of El Dorado. The vehicle sustained major damage after impacting a palm tree. Firefighters were able to quickly contain the fire however the driver of the vehicle was determined to be deceased. Due to the electric vehicle fire, continuous water and foam application was required for an extended time frame to stop reignition of the vehicle. Environmental health responded to assess potential hazards in smoke and water runoff that was flowing into the storm drain system. The incident was transitioned to the Riverside Sheriffs Department with an extended hard road closure for investigation. There were no reported injuries to firefighters.



Riverside County Fire Department/ CAL FIRE

Jurisdiction Summary for City of Rancho Mirage

Robert Fish

Fire Chief



1/1/2026 to 3/31/2026

Incident Response Activity

*At least 1 Resource Dispatched

Incident Type	#
False Alarm	150
Haz Mat	3
Medical	1,478
Other Fire	4
Other Misc	15
Public Service Assist	78
Res Fire	1
Rescue	6
Ringing Alarm	13
Standby	9
Traffic Collision	54
Vehicle Fire	1
Wildland Fire	4
Incident Total	1,816

Average Enroute to On-Scene Time

*Units Responding Charlie, Delta, Bravo, Echo, Code 3



Enroute Time: Unit has been acknowledged as responding.

On-Scene Time: Unit has been acknowledged as being On-Scene.

Transport

*Based on Units with a Transport time

Jurisdiction Ambulance Responses

DRM	18
EMC	311

Total: 329

Ambulance Mutual Aid Given

DRM	6
EMC	82
JFK	1

Total: 89

Ambulance Mutual Aid Received

DRM	36
EMC	606

Total: 642

Mutual Aid

*Unit responses

Jurisdiction Units Responses

Engine	985
Medic	494
Truck/Quint	96

Total: 1,575

Mutual Aid Given

Engine	389
Medic	176

Total: 565

Mutual Aid Received

Chief	13
Engine	495
Medic	888
Nurse	82
Patrol	1
PIO	6
Squad	166
Truck/Quint	1

Total: 1,652

Truck Report

T2 recorded 1 responses in City of Rancho Mirage from 1/1/2026 1:43:31 PM to 3/31/2026
1:43:31 PM

T33 recorded 96 responses in City of Rancho Mirage from 1/1/2026 1:43:31 PM to 3/31/2026
1:43:31 PM

Significant Incidents



Riverside County Fire Department/ CAL FIRE

Jurisdiction Summary for City of Indian Wells

Robert Fish

Fire Chief



1/1/2026 to 3/31/2026

Incident Response Activity

*At least 1 Resource Dispatched

Incident Type	#
Com Fire	1
False Alarm	58
Medical	296
Public Service Assist	21
Res Fire	2
Rescue	2
Ringina Alarm	1
Standby	2
Traffic Collision	28
Vehicle Fire	2
Incident Total	413

Average Enroute to On-Scene Time

*Units Responding Charlie, Delta, Bravo, Echo, Code 3



Enroute Time: Unit has been acknowledged as responding.

On-Scene Time: Unit has been acknowledged as being On-Scene.

Transport

*Based on Units with a Transport time

Jurisdiction Ambulance Responses

DRM	14
EMC	73
JFK	3

Total: 90

Ambulance Mutual Aid Given

DRM	18
EMC	232
JFK	10

Total: 260

Ambulance Mutual Aid Received

DRM	9
EMC	121
JFK	5

Total: 135

Mutual Aid

*Unit responses

Jurisdiction Units Responses

Engine	281
Medic	162
Truck/Quint	31

Total: 474

Mutual Aid Given

Engine	530
Medic	414

Total: 944

Mutual Aid Received

Breathing Support	1
Chief	9
Engine	184
Medic	204
Nurse	12
PIO	5
PSP	1
Squad	10
Truck/Quint	2

Total: 428

Truck Report

T33 recorded 31 responses in City of Indian Wells from 1/1/2026 1:43:31 PM to 3/31/2026 1:43:31 PM

T86 recorded 2 responses in City of Indian Wells from 1/1/2026 1:43:31 PM to 3/31/2026 1:43:31 PM

Significant Incidents

26CARRU026635

2/15/2026 7:58:00PM

CAL FIRE / Riverside County Fire Department resources responded to multiple reports of a commercial hotel structure fire located at the address above. First arriving unit reported a 5 story high-rise with nothing showing. First arriving Battalion Chief reported a working fire in the electrical storage room on the 5th floor with evacuations in progress. High-rise SOG's were implemented and a second and third alarm was requested. The fire was contained to the 5th floor electrical room with minimal smoke and water damage. Hotel staff will be in charge of relocating a total of 300 guests that will be displaced. 1 hotel employee was evaluated on scene with smoke inhalation and transported by paramedics to a local area hospital. No firefighter injuries were reported. Building and safety were notified through the city and will be in contact with hotel management to assist with getting the business back in operation. At the time of this report the fire is currently still under investigation.

TITLE

Approval of an Administrative Addendum for the Cove Communities Services Commission

RECOMMENDATION

Approve the Administrative Addendum for the Cove Communities Services Commission.

BACKGROUND

The proposed Administrative Addendum would centralize certain administrative support functions for the Cove Communities Services Commission with the City of Palm Desert in order to improve continuity, transparency, and public access to Commission records.

The Addendum is administrative only and does not change the Commission's governance, membership, voting structure, chair rotation, or member agency authority.

DISCUSSION

The Addendum would designate Palm Desert as the primary location for preparation and posting of agendas, preparation of minutes, and posting of Commission records on the City's website, while preserving the existing rotating chair structure and the chairing city's role in meeting logistics.

The Addendum also provides that the arrangement may be terminated upon written notice by any member agency, with the Commission then returning to the prior administrative model.

FISCAL ANALYSIS

There is no immediate fiscal impact associated with this action. The administrative responsibilities described in the Addendum would be absorbed by the City of Palm Desert.

ATTACHMENTS

1. Administrative Addendum

Cove Communities Services Commission Administrative Addendum

1. Purpose

The purpose of this Addendum is to improve continuity, transparency, and public access to Commission records by centralizing certain administrative support functions with the City of Palm Desert.

This Addendum is administrative only. It is intended to clarify how certain staff functions will be carried out and is not intended to amend the Commission's bylaws, governance structure, membership, voting, or authority of the member agencies.

2. Effective Date

This Addendum will become effective upon unanimous approval by all member agencies at a meeting of the Cove Communities Services Commission. The approval shall be reflected in the meeting minutes.

3. Administrative Support by the City of Palm Desert

To create a more consistent and accessible public record, the City of Palm Desert will provide the following administrative support for the Commission:

- Prepare Commission agendas and agenda packets for distribution and posting.
- Attend Commission meetings for the purpose of preparing minutes.
- Prepare and post approved agendas, minutes, and other Commission records on the City of Palm Desert's website as the primary public posting location.
- If a Public Records Act request is received by another member agency for Commission records maintained by Palm Desert, provide responsive records to the City Clerk receiving the request so that the receiving agency may respond directly.

4. Meeting Logistics Remain Unchanged

This Addendum does not change the Commission's rotating chair structure or the meeting management role of the chairing city.

- The City Clerk of the chairing city will continue to manage meeting logistics, including venue arrangements and in-meeting clerking responsibilities.
- Palm Desert's attendance for minutes preparation is intended to support centralized records administration and does not replace the chairing city's role in conducting and managing the meeting.
- Annual luncheon planning will continue to rotate as usual.

Cove Communities Services Commission - Administrative Addendum

5. Website Cross-Linking

The City of Palm Desert's website will serve as the primary public posting location for Commission agendas, minutes, and related records covered by this Addendum.

Each member agency is encouraged to include a link on its website directing the public to Palm Desert's Commission webpage so the public has a clear and consistent place to find Commission records.

6. Costs

Palm Desert will absorb the administrative costs associated with the responsibilities described in this Addendum. This Addendum does not create any cost-sharing obligation among the member agencies.

7. No Change to Governance

Nothing in this Addendum changes or supersedes the Commission's existing governance documents except as to the administrative handling of staff support functions described above.

8. Termination

This administrative arrangement may be terminated upon written notice by any member agency to the other member agencies. Termination will become effective 30 days after notice is given, or on another date agreed to by the member agencies.

Upon the effective date of termination, the Commission will automatically return to the prior administrative model under which the City Clerk of the chairing city performs the administrative support functions customarily associated with the Commission, including agenda-related support, meeting clerking, minutes coordination, and related administrative duties.

Termination of this Addendum does not dissolve the Commission and does not alter the Commission's governance, membership, or authority.