



SNOHOMISH HEALTH DISTRICT
RESOLUTION OF THE BOARD OF HEALTH

RESOLUTION NUMBER: 19-23

RESOLUTION SUBJECT: ADOPTION OF APPROVED 2019 BUDGET AMENDMENTS

WHEREAS, by Resolution 18-27, the Board of Health adopted the Snohomish Health District's 2019 operating budget on December 11, 2018; and

WHEREAS, the 2019 budget reflects revenues and expenditures that support public health services throughout Snohomish County; and

WHEREAS, during the course of the year, unexpected expenditures arose that necessitate a budget amendment, including leave payouts, finance software upgrades, performance audit cost, and other miscellaneous adjustments; and

WHEREAS, this is an increase of \$743,810 of expenditures partially offset by increased revenues of \$344,382. This results in a deficit in the previously balanced 2019 budget of \$399,428, which will reduce the unreserved fund balance at the end of 2019; and

WHEREAS, on September 10, 2019, the Board approved pending budget amendment in the amount of \$399,428 and increasing the approved expenditure appropriation by \$743,810 from \$16,336,346 to \$17,080,156. (Exhibit A to this resolution); and

WHEREAS, the Board also authorized moving \$421,762 from Compensated Absences reserve to Unreserved Funds to cover leave and other approved payouts;

NOW, THEREFORE, pursuant to the authority granted to the Snohomish Health District Board of Health in RCW 70.46 and in the Charter of Snohomish Health District, the Board does hereby approve the budget amendments as shown in Exhibit A.

ADOPTED this 8th day of October 2019.


Stephanie Wright, Chair
Board of Health

ATTEST:


Shawn Frederick, MBA
Interim Administrator

Exhibit A

2019 Pending Budget Amendments		
	Revenue	Expenditures
Kresge Grant Revenue - Carried over from 2018	111,537	
Kresge Grant Expenditures		
General Office Supplies		100
Refreshments		400
SubCont-Island Co Hlth Dept		9,000
SubCont-San Juan Co Hlth		9,000
SubCont-Skagit Co DOH		9,000
SubCont-Whatcom Co Health Dept		9,000
Other Professional Services		19,520
Other Professional Services - Strategic Plan		29,437
Travel (Lodging/Meals/Hotel)		7,101
Tuition & Registration		18,979
Subtotal - Kresge	111,537	111,537
North Sound ACH: unspent 2018 revenue plus new revenue received in 2019	253,860	9,000
New HRSA grant (Heather Thomas) 6/2019 - 5/2020, expenditures for consulting & travel	116,667	30,000
Leave Payouts, Severance, PERS 1 Excess Compensation:		
Hanada		121,019
Mell		35,918
DaSilva		2,142
Piemel		34,249
McLachlan		6,404
Jimenez		445
Harper		12,362
Ollivier		8,127
Hallwhich		15,389
Lutz		2,939
Whitaker		632
Beatty		63,823
Jorgenson		11,027
McCormick		48,213
Ketchel		59,073
Subtotal - Leave Payouts, Etc (Funds to be moved from Compensated Absence Reserve to Unreserved Funds)	0	421,762
Savings - Vacant Administrator position; 6 months		(104,000)
Increase - Director of Admin Svcs to Interim Administrator		9,000
Net Savings - Administrator	0	(95,000)
Finance Software Upgrade delayed from 2018 to 2019		
Invoices Through 6/30/2019		32,375
Remaining Project - support for processes that didn't upgrade properly and/or new capabilities		17,625
Subtotal - Finance Software Upgrade	0	50,000
Finance - Update to Indirect Rate Model - model is 5 years old		20,000
Finance - Purchase and Implementation of Dynamic Budgets		20,000
Accela - Envision Connect Contract not included in budget		139,000
Increase Investment Interest Revenue based on actuals for 2018 and 2019 YTD	107,268	
SnoHD Admin - Professional Services is significantly under budgeted for Legal Services (Grant Weed)		50,000
EH Fees Overbudgeted compared to Actuals:		
Drinking Water	(10,000)	
Liquid Waste	(158,000)	
Small Onsite Septic	(8,000)	
Food Safety	(15,000)	
Water Rec	(9,000)	
Shellfish - increase per contract	800	
Solid & Hazardous Waste	(45,750)	
Leave EHS position vacant by retirement #1 open from July - December		(60,746)
Increase EHS open position #2 from .75 FTE to 1.0 FTE		10,000
Subtotal - EH Fees	(244,950)	(50,746)
Other Miscellaneous Adjustments		
SnoHD Admin - 2019 budget has math error in spreadsheet in Misc/Tuition & Registration		7,000
SnoHD Admin - Strategic Plan costs not covered by Kresge grant		20,563
Elevator Repair - to add working emergency phone		9,400
Prevention Services Admin - Netsmart of \$72k budget did not include sales tax in error		4,234
2018 PHAB consulting Invoice by Tacoma Pierce County HD was not received until 5/31/2019 after 2018 books were closed		10,556
Discontinued offsite Fleet Parking at Everpark July - December		(3,500)
Remove unspecified Repairs and Maintenance in 2019 SHD General Admin (10010) budget; no actuals as of 8/8 2019		(9,996)
Subtotal - Other Miscellaneous Adjustments	0	38,257
Total Budget Amendment	344,382	743,810
Net Budget Amendment Surplus / (Deficit)		(399,428)
Future Amendment Pending:		
Performance Audit Professional Services Requested by the BOH - Amount contingent upon Statement of Work to be developed		TBD
Possible reclassification from Capital to Operating Budget re HVAC upgrade		500,000
Health Officer & Administrator recruitment	estimate	75,000