



# WASHOE COUNTY

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## STAFF REPORT

BOARD MEETING DATE: December 11, 2018

**DATE:** November 5, 2018  
**TO:** Board of County Commissioners  
**FROM:** Anna Heenan, Administrative Health Services Officer, Washoe County Health District  
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**THROUGH:** Kevin Dick, District Health Officer  
Christine Vuletich, Assistant County Manager  
**SUBJECT:** Recommendation to approve the resolution to augment the Health Fund in the amount of [\$783,310.11] to increase expenditure authority for Public Health projects for fiscal year 2018-2019; and direct the Comptroller to make the necessary budget amendments (net impact to General Fund is zero). (All Commission Districts)

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### SUMMARY

Approval of the attached resolution to augment the Health Fund in the amount of \$783,310.11 is requested. This request is needed to appropriate the unappropriated opening fund balance and previously unbudgeted revenue and utilize the available funding for Public Health projects.

**Washoe County Strategic Objective supported by this item:** Safe, Secure and Healthy Communities.

### PREVIOUS ACTION

The Board approved the FY19 budget on May 22, 2018.

### Background

At the November 1, 2018 Strategic Planning retreat the District Board of Health approved the use of \$526,972.00 from the FY18 fund balance that was not budgeted in FY19. The projects are part of the Strategic Priorities of the Health District. Funding will be for community support for Public Health initiatives, workforce development and needed infrastructure throughout the Health District. Projects are outlined in attachment A. The funding for Truckee Meadows Regional Planning will be augmented but reviewed by the District Board of Health at the December board meeting prior to a purchase order being created for the project.

The \$147,912.00 balance from the unspent funding due to the 4% Regional Technology Fee that is charged on Environmental Health and Air Quality charges for services and licenses and permits is also included in the opening fund balance for FY19. These funds will be used for the support and on-going technology requirements for the Regional Permitting System.

AGENDA ITEM # \_\_\_\_\_

Also included in the augmentation is the \$108,426.11 unbudgeted account balance from an account at Bank of America. Due to the County Treasurer's Office moving banking services from Bank of America to Wells Fargo the County Departments, including the Health District, have been reviewing accounts that are with Bank of America. The Health District has one checking account that is outside the County checking account and it is for the Environmental Health Division. At the October 25, 2018 District Board of Health meeting the Board approved the closing of the account and depositing the account balance in the Environmental Health Division account.

Nevada Revised Statue (NRS) 354.598005 and Nevada Administrative Code 354.410 set forth the requirements for budgetary augmentation. Available resources for a mid-year budget augmentation are:

- An opening balance which is larger than anticipated;
- Revenues in excess of those budgeted;
- Revenues generated from previously unbudgeted sources; or
- An unappropriated ending balance of a fund for capital projects.

### **FISCAL IMPACT**

If approved, \$674,884.00 of additional unappropriated opening fund balance and \$108,426.11 from previously unbudgeted resources will result in an increase of \$783,310.11 in expenditure appropriations, as outlined in the table below.

<b>Cost Object</b>	<b>G/L Account</b>	<b>Amount</b>
<b><u>Increase Revenues/Sources</u></b>		
Health Fund	unappropriated fund balance	\$674,884.00
<b><u>Increase Expenditures</u></b>		
C170200 Administrative Health Services	711508 – Computers noncapital	\$ 12,362.00
C170200 Administrative Health Services	781002 – Building Capital	\$ 20,000.00
C170202 Office of the District Health Officer	710100 – Professional Services	\$100,000.00
C170202 Office of the District Health Officer	710400 – Payments to Other Agencies	\$136,200.00
C170202 Office of the District Health Officer	711213 – Travel	\$ 30,000.00
C170202 Office of the District Health Officer	781009 – Computer Software Capital	\$ 20,000.00
C170800 Chronic Disease Program	710400 – Payments to Other Agencies	\$ 80,000.00
C171100 Community Clinical Health	711504 – Equipment noncapital	\$ 7,000.00
C171100 Community Clinical Health	781002 – Building Capital	\$ 15,000.00
C171700 Epidemiology Program	711504 – Equipment noncapital	\$ 3,000.00
C171700 Epidemiology Program	711508 – Computers noncapital	\$ 2,500.00
C172308 Air Quality Management Program	711504 – Equipment noncapital	\$ 8,670.00
C172403 Environmental Health	710110 – Contract Temp Services	\$ 42,240.00
C172403 Environmental Health	710200 – Service Contract	\$ 10,000.00
C173500 Immunization Program	710400 – Payments to Other Agencies	\$ 25,000.00
C174600 WIC Program	710100 – Professional Services	\$ 15,000.00
C172308 Air Quality Regional Tech Funds	711508 – Computers noncapital	\$ 63,633.00
C172402 Environmental Health Technology	711508 – Computers noncapital	\$ 84,279.00
<b>Total increase in Expenditures</b>		<b>\$674,884.00</b>
<b><u>Increase Revenues/Sources</u></b>		
C172500 Hazardous Materials	485300 – Other Misc. Government Revenue	\$108,426.11
<b><u>Increase Expenditures</u></b>		
C172500 Hazardous Materials Program	710400 – Payments to Other Agencies	\$108,426.11
<b>Total increase in Health Fund Expenditures</b>		<b>\$783,310.11</b>

**RECOMMENDATION**

Recommendation to approve the resolution to augment the Health Fund in the amount of [\$783,310.11] to increase expenditure authority for Public Health projects for fiscal year 2018-2019; and direct the Comptroller to make the necessary budget amendments (net impact to General Fund is zero).

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve the resolution to augment the Health Fund in the amount of [\$783,310.11] to increase expenditure authority for Public Health projects for fiscal year 2018-2019; and direct the Comptroller to make the necessary budget amendments (net impact to General Fund is zero)."