

KITSAP PUBLIC HEALTH BOARD MEETING AGENDA

November 5, 2019
12:30 p.m. to 1:45 p.m.
Norm Dicks Government Center, First Floor Chambers Room
Bremerton, Washington

- 12:30 p.m. 1. Call to Order
Commissioner Rob Gelder, Chair
- 12:32 p.m. 2. Approval of September 3, 2019 Meeting Minutes
Commissioner Rob Gelder, Chair *Page 2*
- 12:33 p.m. 3. Approval of Consent Items and Contract Updates: See Warrant and EFT
Registers and Contracts Signed Report
Commissioner Rob Gelder, Chair *External document*
- 12:35 p.m. 4. Public Comment
Commissioner Rob Gelder, Chair
- 12:45 p.m. 5. Health Officer and Administrator Reports *Page 13*
Dr. Susan Turner, Health Officer & Keith Grellner, Administrator

INFORMATION AND DISCUSSION ITEMS

- 1:00 p.m. 6. Executive Session Pursuant to RCW 42.30.110 (1)(i): Discussion Related
To Potential Litigation
Keith Grellner, Administrator
Michelle Fossum, Sayre Sayre & Fossum
Susan Looker, Enduris

POSSIBLE ACTION ITEMS

- 1:25 p.m. 7. Resolution 2019-06 – Approving Amended Environmental Health
Division Fee Schedule *Page 40*
Keith Grellner, Administrator
- 1:35 p.m. 8. 2020 Legislative Priorities *Page 113*
Keith Grellner, Administrator
- 1:45 p.m. 9. Adjourn

All times are approximate. Board meeting materials are available online at
www.kitsappublichealth.org/about/board-meetings.php

**KITSAP PUBLIC HEALTH BOARD
MEETING MINUTES
Regular Meeting
October 1, 2019**

The meeting was called to order by Board Chair, Commissioner Robert Gelder at 12:30 p.m.

REVIEW AND APPROVE AGENDA

There were no changes to the agenda.

BOARD MEETING MINUTES

Commissioner Charlotte Garrido moved and Commissioner Ed Wolfe seconded the motion to approve the minutes for the September 3, 2019, regular meeting. The motion was approved unanimously.

CONSENT AGENDA

The October consent agenda included the following contract:

- 2021, Washington State Department of Social and Health Services, *Interlocal Datashare Agreement eJAS Access for Home Visiting Services*

Mayor Rob Putaansuu moved and Mayor Kol Medina seconded the motion to approve the consent agenda, including the Contracts Update and Warrant and Electronic Funds Transfer Registers. The motion was approved unanimously.

PUBLIC COMMENT

Monte Levine, Bremerton resident representing people who inject drugs, provided public comment to the Board regarding potential changes to the Health District's syringe exchange program.

Mr. Levine said he has spent the last 34 years working with public health advocating for prevention. He said there is much that is unfunded under public health, including behavioral health. He provided the Board with copies of his written public statement.

Mr. Levine said he did not previously see the flow chart from the packet on the website before this meeting and noted that it addresses some of his questions.

There was no further comment.

HEALTH OFFICER/ADMINISTRATOR'S REPORT

Health Officer Update:

Dr. Susan Turner, Health Officer, provided the Board with a few updates.

Dr. Turner reminded the Board that KCHP (Kitsap County Health Priorities) brings partners together to review data and improve community health overall. She explained that health data is reviewed by a large group of participants spanning a variety of agencies and communities. The group uses the data to determine county-wide priorities to guide partners in their work. This is a collective impact method to address health in the county.

The four priorities chosen during the 2014 data review are: reducing adverse childhood experiences (ACEs), decreasing homelessness, increasing access to behavioral health services and increasing healthy eating active living (HEAL).

She noted upcoming KCHP meetings:

- Public data review: November 7th from 8:30 a.m. – Noon
- Prioritization discussion: November 14th from 8:30 a.m. – Noon
(the group will use a small set of ranking criteria)
- Community wide meeting: December 11th from 9:00 a.m. to 11:00 a.m.
(to announce chosen priorities and invite participation on work groups)

Dr. Turner noted the steering committee for KCHP is large with all members contributing to the shared effort. Kitsap Public Health District is facilitating the process and will oversee one of the workgroups that most closely aligns with our work. The Health District will not be staffing all of the work groups this year. Other sponsors will be overseeing the other priority work groups, should the group desire work groups for the other priorities.

Next, Dr. Turner provided the Board with an update on Vaping Associated Severe Lung Illness.

She noted that there have been no cases reported in Kitsap County yet.

Nationally:

Dr. Turner explained that the Centers for Disease Control and Prevention (CDC) and Food and Drug Administration (FDA) are heading up the national investigation into the illnesses:

- While the investigation is ongoing, and has not identified a definitive cause, all reported cases have a history of using vaping devices
- As of October 1, 2019, there were 805 cases of lung injury reported from 46 states and one US territory. Twelve deaths have been confirmed in ten states.
 - 69% male
 - Median age 23 (range 13-72)
 - 91% hospitalized
 - Median time between symptoms onset and hospitalization is 6 days (range 0-158 days)
 - Some illnesses occurred April to June 2019, but number of cases began increasing in July 2019
 - Among the 12 deaths reported to CDC, 58% occurred in men, and the median age was 50 years (range = 27–71 years).

- These are fluid numbers because states are in the process of classifying and identifying additional cases, including looking back to April 2019 for additional cases.

Based on information from 771 of the current cases:

- 62% of cases are 18-34 years old
- 16% of cases are under 18 years and 22% are older than 35 years of age
- All reported cases have a history of e-cigarette product use/vaping
- Based on initial data from certain states, CDC confirms that 76% of cases have reported a history of using e-cigarette products containing THC.
 - Many have used both THC and nicotine.
 - 36% reported using THC alone. 16% report the use of e-cigarette products containing only nicotine. The specific cause of these lung injuries is not known.
- The investigation has not identified any specific e-cigarette or vaping product or substance that is linked to all cases.
- There are clinical similarities in the cases (symptoms and clinical findings) and all report vaping, resulting in the CDC's description of this illness as part of a nationwide outbreak

Washington State:

From the Washington State Department of Health (DOH)

- As of October 1, 2019, the Washington State DOH has announced 7 cases (2 in King, one in Snohomish, 2 in Spokane and one in Mason)
- The DOH has requested that all WA healthcare providers report potential hospitalized cases meeting a specific case definition
- The DOH has instituted ICS to manage the investigation and response
 - Includes monitoring and look-back within ESSENCE system
 - Identifying possible cases and referring to county of residence—this is how most of cases in WA were identified
 - Review medical records and performing interviews as needed
 - Consult with LHJs for occurrent cases, including reporting, medical record reviews, interviews, and shipping of vape products for FDA testing.
- The DOH is looking at options to require vape shops to post warning signs
- They are working with LCB (permitting agency) to obtain lists of ingredients in products at permitted marijuana shops and vape shops.
- On Friday the Governor issued an executive order
- Directs DOH to ask State Board of Health (SBOH) to adopt emergency rules to ban all flavored vapor products including flavored THC products
- Directs DOH and Washington State Liquor and Cannabis Board (WSLCB) to immediately ban any ingredients/sources found to be a cause of this acute lung illness,
 - And to work together to draft Governor-request legislation for 2020 that will
 - ban all flavored vapor products;
 - require disclosure of ingredients in vapor products
 - increase regulatory oversight
 - limit bulk sales

- expand educational campaign
- clarify DOH's authority in situations like this where harm or risk to public but specific cause of harm unknown.
- Immediately take whatever steps they can to warn consumers of the risks, encourage health care providers to report all suspected cases and expand educational campaign to increase awareness around the dangers of vaping.

Kitsap Public Health District:

- Has asked local healthcare providers and hospitals to be on alert for potential cases and report suspect cases to the Health District—WA case definition:
 - Severe lung illness requiring hospitalization
 - Vaping or dabbing in prior 90 dd
 - Imaging studies showing lung injury
 - Absence infection, or infection not sole cause injury
 - Absence of alternate plausible diagnoses
- The Health District is assisting DOH with the outbreak investigation and DOH is working with CDC
 - Kitsap has been partnering with the DOH and assisting them in this investigation with any look-back cases they send us
- The investigation is evolving rapidly. Information on products and risk factors linked to cases is still being gathered. The DOH and CDC websites are the most up to date.
- The healthiest option is not to smoke or vape; nicotine and marijuana can be harmful in any form. We want people to talk to family and friends about vaping risks.
- CDC, DOH, and our recommendations include:
 - Youth, young adults and women who are pregnant should not smoke or use vaping products
 - Adults who do not currently use tobacco or vapor products should not start using e-cigarettes;
 - Remember that vaping products are not regulated—there is no oversight, no inspection, no testing at the federal or state level of any of the products.
 - Want all adults to stop using e-cigarette and tobacco products until the products are proven safe, but if they choose to vape and develop symptoms, especially severe cough, shortness of breath and/or chest pain, seek evaluation by healthcare provider.
 - Those using vaping products to quit should use evidence-based treatments including counseling and FDA-approved medications

Lastly, she emphasized that, if individuals show any symptoms, they should seek health care immediately.

Mayor Medina asked if there are any theories about the cause of this disease, such as a new chemical that several vaping manufacturers have begun to use.

Dr. Turner said that there have been many informal hypotheses, but as of yet, there has been no indication of a single chemical or product among all cases that could have caused this.

There was no further comment.

Administrator Update:

Mr. Keith Grellner, Administrator, provided the Board with a brief summary of all three Board Committees that met in September:

- Finance Committee met September 6th to discuss the 2020 budget, which remains status quo as the Health District is not proposing any new programs or new staffing. Expenditures are expected to be \$13.5 million, a two percent increase from 2019. Most of this increase is related to annual salary and benefit increases. Revenues are currently projected at \$13.2 million, leaving a deficit of \$300 thousand, but Mr. Grellner said he is confident the Health District will close that gap and have a balanced budget by the end of 2020 through increased revenues and cost savings. The Health District is prepared to bring the draft budget to the full Board at the December Board meeting for approval. There is a tentative Finance Committee meeting in Nov if needed, based on board feedback.
- Policy Committee met September 17th to discuss the syringe exchange program. Further details will be provided during the syringe exchange presentation later in this meeting.
- Personnel Committee met September 30th to discuss the recruitment of a new Health Officer to fill Dr. Turner's position when she retires in July 2020. The Committee made the following recommendations:
 - Health District's human resources department will start recruiting process immediately.
 - Health District will check in with the Personnel committee in early 2020 to provide a summary of applicants and determine next steps and design the interview process.

Commissioner Wolfe, a Personnel Committee member, explained that a nationwide search for a new Health Officer will begin internally within the Health District, before any decisions are made to seek outside consultation. Dr. Turner said she would be available to help cover the position if there is a gap in services between her anticipated retirement date and the onboarding of a new Health Officer.

Commissioner Gelder noted that there has been some conversation between the Health District and the Board regarding overlap during the transition to a new Health Officer and asked the Board to keep in mind that it would have budgetary implications.

Mr. Grellner said the current draft budget accounts for this overlap time.

There was no further comment.

EXECUTIVE SESSION PURSUANT TO RCW 42.30.110 (1)(I): DISCUSSION RELATED TO POTENTIAL LITIGATION

At 12:56 p.m., Commissioner Gelder said the Board would break for executive session for approximately 20 minutes.

At 1:18, Commissioner Gelder returned and closed the executive session. No action was taken.

There was no further comment.

SYRINGE EXCHANGE UPDATE

Commissioner Gelder, as a Policy Committee member, thanked Health District staff for their work on the syringe exchange service changes.

Dr. Turner informed the Board of the related documents in their Board packets and said she would like the Board's input and discussion on the following syringe exchange program (SEP) presentation. She said her presentation would provide a review of common concerns from related to the program, give a status update, review proposed network model, and then look at anticipated timeline for development of the network.

The following list of common concerns was shared during the Policy Committee meeting and the Committee encouraged Dr. Turner to share the list with the full board.

Concerns about the current syringe exchange model include:

- Negative impacts to law enforcement, parks, and citizens (crime, used syringes/needle sticks, litter)
- Used syringes illegally discarded in the environment
- Connections between drug addiction/drug use and crime
- Cost of SEP and who is paying for it
- Too many syringes exchanged
- Too few safe disposal options available
- Lack of comprehensive data gathering for SEP (e.g. number of SEP users is unknown)
- Exchanges should be done by medical professionals to compel and provide treatment
- Need to treat addiction as a medical condition
- SEP is too easy and enables crime because people who inject drugs (PWID) do not have to access SEP in a medical environment
- Mobile services contractor conducts exchanges in residential areas/private homes
- Exchanges may occur with "proxies", so people who inject drugs (PWID) are not getting referrals
- Exchanges may be enabling PWID
- Mobile services may be facilitating de-facto "safe injections sites"

Concerns about making changes to the syringe exchange program include:

- Number of encounters may be drastically reduced
- Transmission of communicable disease may increase
- Number of syringes distributed and collected/properly disposed may be significantly reduced
- Numbers of referrals, naloxone kits, and condoms may be significantly reduced
- There do not appear to be any local service providers (existing or new) who will be able to address the apparent SEP service needs of PWID, or the volume of need
- Transitioning/changing too fast
- Willingness to accept treatment cannot be forced
- Cost to the Health District

The Policy Committee recommended a “Syringe Exchange Network” in which behavioral health and healthcare providers provide syringe exchange services and risk reduction counseling. Major goals of this type of service delivery are to better engage clients in substance use disorder (SUD) and other treatments, and to reduce risk behaviors, disease transmission risk, and improper syringe disposal.

The highest priority of the work plan is securing partnerships with Peninsula Community Health Services (PCHS) and Genoa Pharmacy at Kitsap Mental Health Services (KMHS), as well as other willing partners toward creation of a network of syringe exchange services providers. PCHS has launched syringe exchange services in their four integrated medical/behavioral health facilities with pharmacies, followed soon by syringe exchange utilizing their mobile behavioral health services van. Dr. Turner said the pharmacy manager at Genoa Pharmacy has been out on parental leave and so syringe exchange discussion will continue when he returns.

Dr. Turner said staff have experienced some barriers with substance use treatment providers due to their philosophy of syringe exchange. One of the substance use treatment providers contracts with all participants to abstain from drug use during treatment and clients are discharged from treatment if drug use occurs.

Dr. Turner said the second element of the plan is supporting mobile syringe exchange services, including naloxone distribution until the network can meet SEP needs within urban areas —this ensures no one is left without services and avoids unintended consequences related to increased disease transmission and overdose events/deaths. Once the exchange is more complete, the Health District would consider reducing mobile syringe exchange services, prioritizing areas where the services are most needed, likely in more rural areas.

Dr. Turner said the contract extension with People’s Harm Reduction Alliance (PHRA) for July through December 2019 was completed, as approved by the Board. The Health District anticipates a Request for Proposals (RFP) would need to be announced soon to be implemented by January 1, 2020.

The third element of the plan is to address budget issues and balance with SEP network partner needs to reduce barriers to participation. As the District works on the transformation of the SEP, the District, with support from the Policy Committee, has decided to maintain total SEP costs for 2019 and 2020 at 2018 levels (status quo budget).

The fourth element of the plan is to talk to pharmacies and other healthcare and behavioral healthcare services providers about syringe collection and/or exchange toward further extending the initial network. Capacity has limited outreach at this time, but recently the Health District was informed that we will receive a small grant from DOH to cover the cost of a portion of a staff member to act as a coordinator of the syringe exchange network, and work with community partners to improve the network. This will include outreach to potential network partners, including pharmacies.

The fifth element of the plan is talking to Kitsap County Solid Waste about additional syringe disposal options. Commissioner Gelder spoke with Kitsap County Solid Waste and they recommended use of the existing county transfer station collection system and the syringe exchange program. Health District staff plan to do additional outreach to Kitsap County Solid Waste about the possibility of adding disposal collection kiosks in addition to transfer stations.

The sixth element of the plan is researching potential ordinance structures. The Health District will see how changes to the SEP manifest before a change in regulation. Dr. Turner explained that the data will be discussed in more detail during review of the model diagram included in the packet.

The last element is to consider changes to the syringe exchange model that limits the number of syringes distributed in one visit, such as calculating the number of syringes needed by the client for a one week period, and such as only providing sterile syringes “one for one”.

Next, Dr. Turner reviewed the SEP concept model included in the packet. The model shows current partners and anticipated future partners grouped into three categories: integrated healthcare, behavioral healthcare and pharmacies. Also included in the model are agencies that could contribute to the network in other ways than providing services, such as providing data and information. Additionally, she listed the potential data to be collected through this network model.

Dr. Turner asked the Board if this network model seemed reasonable and should be pursued in alignment with the Policy Committee recommendations.

Commissioner Gelder explained the need for getting concurrence from the Board due to all the moving parts and work required by staff. He encouraged Board members to review the draft program procedures, which he said is a robust document and directs both the Health District and any partners in standard guidelines for operation.

Mayor Becky Erickson said she read Dr. Turner’s memo about changing the SEP model and she thought it was brilliant. She said she is pleased with this network concept and explained that this

provides a compromise by morphing the exchange to move users to physical and mental health treatment. She is hopeful that this new program model will help more people. She noted that the county has unused Medication Assisted Treatment (MAT) slots in county and we need to help people get into that program. She said this model won't work for everybody but it is a step in the right direction.

Commissioner Gelder noted a phrase that was used in Policy Committee meetings: "meet clients where they are." He said the model has a robust approach that tries to meet as many people where they are to connect them to services.

Commissioner Garrido commented that this model is a whole person care approach.

Mayor Erickson said she hopes this model helps to remove the stigma from asking for help from healthcare providers. She also noted that there are users who may be your next-door neighbor or coworker, and you would never know they needed help. She thinks this methodology is a shift in the right direction.

Mayor Greg Wheeler said it's nice to see the program won't be starting from scratch. He said he appreciates the staff's research into other models to find something that would work for our county. He said the model presented today is outstanding.

Dr. Turner also directed the Board toward the timeline included in the packet.

Commissioner Gelder said the timeline shows that some elements will take longer than others until we can get to full implementation.

Mayor Wheeler said he would be interested in seeing a structure transition plan. He said he has heard concerns from the Board and staff about moving through the transition too quickly, so he would like to see what the plan is.

Dr. Turner explained that the priority partner has begun providing services so additional access points have already been added in places where people are already accessing services. She said staff hope to augment that with additional services in the behavioral health setting before the end of the year. She said, as the program builds out additional access points, discussion can begin around less effort and expenses and avoiding duplication of services. She estimates this could happen mid to late 2020. Lastly, down the road, staff and the Board can re-evaluate mobile services to see if there is any duplication.

Mayor wheeler was satisfied with this explanation and asked if Dr. Turner would be the coordinator between the Board, the Health District and community partners.

Dr. Turner said the current plan is for the DOH funded Coordinator to bring network partners together, perhaps quarterly, and will invite stakeholders from community to give/receive referrals and provide data reporting, and before any substantial changes are made, other than growth, will bring discussion to the Policy Committee or full Board.

Mr. Grellner said staff can use boards assistance with talking to law enforcement and the jails. He explained that the law enforcement community has struggled with the concept of syringe exchange, understandably due to their experiences in the field. He said staff acknowledge that while our goal is to prevent the spread of communicable disease, there is still a crime element. He said this program can use the Board's help to get law enforcement confidence in these network partnerships. He suggested law enforcement could potentially carry resources and treatment information to help refer people to these services.

Mayor Putaansuu said this would be a good time to work with navigators. He also noted that the police chiefs and sheriff meet quarterly and suggested Mr. Grellner attend one of their meetings and present this information to them.

Mayor Wheeler said this should be a community-wide discussion, including law enforcement and the district prosecuting attorney. He said resources could be provided during sentencing or through referrals.

Mayor Erickson agreed with Mayor Putaansuu and said this would be a perfect thing for navigators to do and we should bring them into the loop.

Commissioner Garrido added that judges need this information as well.

Commissioner Gelder asked the Board if there is concurrence for Health District staff to move forward regarding the SEP network changes, model and timeline.

There was concurrence from the Board.

Mayor Erickson requested a quarterly agenda item for Board meetings with updates on this process.

There was no further comment.

ADJOURN

There was no further business; the meeting adjourned at 1:50 p.m.

Robert Gelder
Kitsap Public Health Board

Keith Grellner
Administrator

Board Members Present: *Mayor* Becky Erickson; *Commissioner* Charlotte Garrido; *Commissioner* Robert Gelder; *Mayor* Kol Medina; *Mayor* Robert Putaansuu; *Mayor* Greg Wheeler; *Commissioner* Ed Wolfe.

Board Members Absent: *None.*

Community Members Present: Lauren Funk, *Peoples Harm Reduction Alliance*; Monte Levine, *Self*; Austen Macalus, *Kitsap Sun*.

Staff Present: Angie Berger, *Administrative Assistant, Administration*; Karen Boysen-Knapp, *Community Liaison, Chronic Disease Prevention*; Yolanda Fong, *Director, Community Health Division*; Keith Grellner, *Administrator*; Jessica Guidry, *Program Manager, Public Health Emergency Preparedness and Response*; Karen Holt, *Program Manager, Human Resources*; Dayna Katula, *Manager, Food and Living Environment*; Lyndsey Kellum, *Community Liaison, Chronic Disease Prevention*; John Kiess, *Director, Environmental Health Division*; Melissa Laird, *Program Manager, Accounting and Finance*; Julie McElroy-Brown, *Intern, Community Health Division*; Nicole McNamara, *Community Liaison, Chronic Disease Prevention*; Megan Moore, *Community Liaison, Chronic Disease Prevention*; Tad Sooter, *Communications Coordinator and Public Information Officer*; Dr. Susan Turner, *Health Officer, Administration*; Nick Ulacia, *Environmental Health Specialist, Food and Living Environment*.

MEMO

To: Kitsap Public Health Board
From: Keith Grellner, Administrator
Date: November 5, 2019
Re: Draft 2020 Budget Outlook

A copy of the Health District's draft 2020 Budget is attached for your review. A final draft of the 2020 Budget will be brought to the Board for your consideration and approval at your December 3, 2019, regular meeting.

In summary:

- The draft 2020 Budget is a “status quo” budget as compared to 2019.
- Total Expenditures are projected at \$13,434,306 and total Full-Time Equivalents at 101.85.
- Total Revenues are projected at \$13,302,618, and \$131,688 of available Fund Balance is proposed to be used to balance the budget.

If needed, the Finance Committee is tentatively scheduled to meet with the Health District on November 12 to make final adjustments to the budget prior to the December 3rd regular Board meeting.

If you have any questions, please contact me at 360.728.2284 or keith.grellner@kitsappublichealth.org.

Attachments (1)



KITSAP PUBLIC HEALTH DISTRICT

2020 DRAFT BUDGET

Kitsap Public Health District

2020 DRAFT BUDGET

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Kitsap Public Health District
2020 DRAFT BUDGET
AGENCYWIDE REVENUES & OTHER SOURCES OF FUNDS

REVENUES	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
CONTRACTS & GRANTS							
Admin Services: Kitsap Connect	\$ 403,402	\$ 427,427	\$ 397,427	\$ 287,373	\$ 410,000	\$ (17,427)	-4.08%
Admin Services: PHEPR & Assessment/Epidemiology	423,424	295,345	295,345	196,544	295,345	-	N/A
Community Health	2,263,778	1,808,975	1,981,637	1,451,709	2,101,228	292,253	16.16%
Environmental Health	585,749	503,588	519,184	363,320	458,925	(44,663)	-8.87%
Total Contracts & Grants	\$ 3,676,353	\$ 3,035,335	\$ 3,193,593	\$ 2,298,946	\$ 3,265,498	\$ 230,163	7.58%
FEES							
Admin Services: General Services & Vital Statistics	\$ 155,044	\$ 148,000	\$ 148,000	\$ 116,680	\$ 149,000	\$ 1,000	0.68%
Admin Services: PHEPR & Assessment/Epidemiology	286,029	316,158	341,158	205,588	323,056	6,898	2.18%
Community Health	415,808	473,622	289,349	244,909	253,050	(220,572)	-46.57%
Environmental Health	5,303,124	6,171,993	6,321,443	4,597,369	6,299,950	127,957	2.07%
Total Fees	\$ 6,160,005	\$ 7,109,773	\$ 7,099,950	\$ 5,164,546	\$ 7,025,056	\$ (84,717)	-1.19%
GOVERNMENT FLEXIBLE FUNDING - GENERAL PUBLIC HEALTH							
Bainbridge Island	\$ 45,932	\$ 45,932	\$ 72,960	\$ 72,960	\$ 72,960	\$ 27,028	58.84%
Bremerton	44,245	44,245	46,476	46,476	46,476	2,231	5.04%
Kitsap County	1,299,655	1,299,655	1,338,644	1,003,983	1,338,644	38,989	3.00%
Kitsap County - Allocated to Tuberculosis Control	99,868	99,868	99,868	75,000	99,868	-	N/A
Port Orchard	9,825	9,825	10,155	10,155	43,170	33,345	339.39%
Poulsbo	10,585	10,585	32,550	32,550	32,550	21,965	207.51%
State Public Health Assistance Funds	997,476	997,476	997,476	997,476	997,476	-	N/A
Total Local Government Flexible Funding	\$ 2,507,586	\$ 2,507,586	\$ 2,598,129	\$ 2,238,600	\$ 2,631,144	\$ 123,558	4.93%
GOVERNMENT CONTRIBUTIONS - NDGC MORTGAGE							
Bainbridge Island	\$ 5,543	\$ 5,487	\$ 5,487	\$ 5,487	\$ 5,533	\$ 46	0.84%
Bremerton	9,448	9,364	9,364	9,364	9,496	132	1.41%
Kitsap County	40,665	39,776	39,776	29,832	40,151	375	0.94%
Port Orchard	3,222	3,195	3,195	3,195	3,247	52	1.63%
Poulsbo	2,382	2,448	2,448	2,448	2,523	75	3.06%
Total Local Government NDGC Mortgage	\$ 61,260	\$ 60,270	\$ 60,270	\$ 50,326	\$ 60,950	\$ 680	1.13%
MISCELLANEOUS INCOME							
Interest Income	\$ 56,751	\$ 40,000	\$ 40,000	\$ 60,762	\$ 75,000	\$ 35,000	87.50%
Other Income	5,569	245,500	245,500	10,989	244,970	(530)	-0.22%
Total Miscellaneous Income	\$ 62,320	\$ 285,500	\$ 285,500	\$ 71,751	\$ 319,970	\$ 34,470	12.07%
TOTAL REVENUES	\$ 12,467,524	\$ 12,998,464	\$ 13,237,442	\$ 9,824,169	\$ 13,302,618	\$ 304,154	2.34%
FUND BALANCE							
Use or (Designate): Drinking Water	\$ (13,587)	\$ 83,539	\$ (60,245)	\$ 10,485	\$ -	\$ (83,539)	-100.00%
Use or (Designate): Foundational Public Health Services	-	-	-	-	-	-	N/A
Use or (Designate): HIV/AIDS	-	-	-	-	-	-	N/A
Use or (Designate): On-Site Sewage	(109,772)	(145,345)	(272,570)	(441,846)	(2,452)	142,893	-98.31%
Use or (Designate): Solid & Hazardous Waste	(179,444)	(114,639)	(217,455)	(226,205)	(112,642)	1,997	-1.74%
Use or (Designate): Tuberculosis	(15,913)	(29,131)	(22,830)	(24,291)	35,492	64,623	-221.84%
Use or (Source) of Unrestricted/Undesignated Funds	(287,949)	381,272	12,568	(338,306)	211,290	(169,982)	-44.58%
Total Change in Fund Balance	\$ (606,665)	\$ 175,696	\$ (560,532)	\$ (1,020,163)	\$ 131,688	\$ (44,008)	-25.05%
TOTAL REVENUES & OTHER SOURCES OF FUNDS	\$ 11,860,859	\$ 13,174,160	\$ 12,676,910	\$ 8,804,006	\$ 13,434,306	\$ 260,146	1.97%
TOTAL REVENUES OVER (SHORT) OF EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Kitsap Public Health District
2020 DRAFT BUDGET
AGENCYWIDE EXPENDITURES & OTHER USES OF FUNDS

EXPENDITURES	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
Personnel Costs							
Salaries & Wages	\$ 6,824,405	\$ 7,284,654	\$ 6,914,601	\$ 5,096,138	\$ 7,430,032	\$ 145,378	2.00%
Payroll Taxes	506,982	588,716	562,666	380,928	607,071	18,355	3.12%
Benefits	1,988,880	2,133,211	2,012,145	1,478,291	2,192,523	59,312	2.78%
Unemployment	-	43,419	41,220	-	44,366	947	2.18%
Subtotal Personnel Costs	\$ 9,320,267	\$ 10,050,000	\$ 9,530,632	\$ 6,955,357	\$ 10,273,992	\$ 223,992	2.23%
Non-Personnel Costs							
Supplies	\$ 194,623	\$ 216,812	\$ 234,812	\$ 149,231	\$ 232,546	\$ 15,734	7.26%
Office Equipment <\$5,000	2,016	8,700	8,700	2,354	1,700	(7,000)	-80.46%
Computer Software <\$5,000	9,388	17,896	17,896	12,293	21,232	3,336	18.64%
Computer Hardware <\$5,000	109,269	86,539	87,739	30,140	30,965	(55,574)	-64.22%
Professional Services	784,426	741,663	759,665	481,730	766,899	25,236	3.40%
Legal Services	41,665	41,300	41,300	27,428	42,311	1,011	2.45%
Communications	106,763	137,153	142,367	78,223	147,550	10,397	7.58%
Travel & Mileage	84,081	103,268	112,018	66,212	101,257	(2,011)	-1.95%
Parking & Commute Trip Reduction	31,044	27,588	27,588	20,154	27,264	(324)	-1.17%
Advertising	7,171	7,000	13,000	4,651	5,500	(1,500)	-21.43%
Rentals & Leases	57,753	67,860	67,860	62,649	91,010	23,150	34.11%
Insurance	143,002	157,676	157,676	164,258	191,676	34,000	21.56%
Utilities	2,789	3,000	3,000	1,326	2,000	(1,000)	-33.33%
Repairs & Maintenance	122,611	133,232	133,282	86,547	145,114	11,882	8.92%
Operations & Maintenance: NDGC	334,355	341,399	341,401	255,831	351,646	10,247	3.00%
Training	-	116,110	81,010	38,515	73,044	(43,066)	-37.09%
Miscellaneous	195,504	316,614	316,614	114,011	351,350	34,736	10.97%
Equipment >\$5,000	7,406	30,000	30,000	27,079	-	(30,000)	-100.00%
Computer Software >\$5,000	-	16,000	16,000	-	16,000	-	0.00%
Computer Hardware >\$5,000	-	13,000	13,000	-	16,500	3,500	26.92%
Government Center Debt Principal	165,000	165,000	165,000	123,750	175,000	10,000	6.06%
Government Center Debt Interest	141,300	136,350	136,350	102,267	129,750	(6,600)	-4.84%
Non-Expenditures	426	240,000	240,000	-	240,000	-	0.00%
Subtotal Non-Personnel Costs	\$ 2,540,592	\$ 3,124,160	\$ 3,146,278	\$ 1,848,649	\$ 3,160,314	\$ 36,154	1.16%
TOTAL EXPENDITURES	\$ 11,860,859	\$ 13,174,160	\$ 12,676,910	\$ 8,804,006	\$ 13,434,306	\$ 260,146	1.97%

Kitsap Public Health District
2020 DRAFT BUDGET
ADMINISTRATIVE SERVICES DIVISION - SUMMARY

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DIRECT PROGRAM REVENUES	\$ 1,000,167	\$ 1,105,273	\$ 1,130,273	\$ 640,889	\$ 1,148,321	\$ 43,048	3.89%
Government Contributions	423,081	757,258	959,522	570,958	251,900	(505,358)	-66.74%
TOTAL REVENUES	\$ 1,423,248	\$ 1,862,531	\$ 2,089,795	\$ 1,211,847	\$ 1,400,221	(462,310)	-24.82%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 2,311,007	\$ 2,483,647	\$ 2,419,227	\$ 1,728,485	\$ 2,259,157	\$ (224,490)	-9.04%
Payroll Taxes	170,426	201,385	196,325	129,034	186,106	(15,279)	-7.59%
Benefits	666,339	696,092	692,459	512,311	656,791	(39,301)	-5.65%
Unemployment	-	14,847	14,463	-	13,504	(1,343)	-9.05%
Subtotal Personnel Costs	\$ 3,147,772	\$ 3,395,971	\$ 3,322,474	\$ 2,369,830	\$ 3,115,558	\$ (280,413)	-8.26%
Non-Personnel Costs							
Supplies	\$ 74,820	\$ 82,630	\$ 82,630	\$ 45,580	\$ 76,960	\$ (5,670)	-6.86%
Office Equipment <\$5,000	359	3,000	3,000	2,354	-	(3,000)	-100.00%
Computer Software <\$5,000	8,721	17,896	17,896	6,801	18,232	336	1.88%
Computer Hardware <\$5,000	23,560	31,775	32,975	14,317	17,785	(13,990)	-44.03%
Professional Services	155,205	228,959	227,105	124,630	332,265	103,306	45.12%
Legal Services	31,281	21,500	21,500	15,509	22,500	1,000	4.65%
Communications	51,667	83,364	88,218	34,638	89,247	5,883	7.06%
Travel & Mileage	11,392	12,029	12,029	6,140	9,263	(2,766)	-22.99%
Parking & Commute Trip Reduction	17,228	11,652	11,652	8,949	6,408	(5,244)	-45.01%
Advertising	703	1,500	1,500	1,370	500	(1,000)	-66.67%
Rentals & Leases	36,140	34,600	34,600	25,805	29,500	(5,100)	-14.74%
Insurance	143,002	156,000	156,000	164,258	190,000	34,000	21.79%
Utilities	2,674	3,000	3,000	1,326	2,000	(1,000)	-33.33%
Repairs & Maintenance	86,145	84,494	84,544	59,881	93,656	9,162	10.84%
Operations & Maintenance: NDGC	30,798	29,073	31,891	23,351	12,569	(16,504)	-56.77%
Training	-	35,400	35,400	11,587	24,384	(11,016)	-31.12%
Miscellaneous	74,380	48,900	48,900	48,112	68,725	19,825	40.54%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	16,000	16,000	-	16,000	-	N/A
Computer Hardware >\$5,000	-	13,000	13,000	-	16,500	3,500	26.92%
Government Center Debt Principal	165,000	165,000	165,000	123,750	175,000	10,000	6.06%
Government Center Debt Interest	141,300	136,350	136,350	102,267	129,750	(6,600)	-4.84%
Non-Expenditures	426	240,000	240,000	-	240,000	-	N/A
Subtotal Non-Personnel Costs	\$ 1,054,801	\$ 1,456,122	\$ 1,463,190	\$ 820,625	\$ 1,571,244	\$ 115,122	7.91%
PROGRAM EXPENDITURES	\$ 4,202,573	\$ 4,852,093	\$ 4,785,664	\$ 3,190,455	\$ 4,686,802	\$ (165,291)	-3.41%
Administrative Services Overhead	(2,779,325)	(2,989,562)	(2,695,869)	(1,978,608)	(3,286,581)	(297,019)	9.94%
TOTAL EXPENDITURES	\$ 1,423,248	\$ 1,862,531	\$ 2,089,795	\$ 1,211,847	\$ 1,400,221	\$ (462,310)	-24.82%

Kitsap Public Health District
2020 DRAFT BUDGET
ADMINISTRATIVE SERVICES PROGRAMS (Health Officer, Administrator, Accounting, IT, PIO, Clerical, & Facilities)

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
Contracts & Grants							
OCH Admin Support	\$ 12,090	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
KCHP Process Funding	-	-	-	-	-	-	N/A
Subtotal	\$ 12,090	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Fees							
Birth Certificates	\$ 87,346	\$ 85,000	\$ 85,000	\$ 70,978	\$ 85,000	\$ -	N/A
Death Certificates	54,428	50,000	50,000	34,490	50,000	-	N/A
Vital Statistics Postage & Handling	13,270	13,000	13,000	11,212	14,000	1,000	7.69%
Subtotal Vital Statistics	\$ 155,044	\$ 148,000	\$ 148,000	\$ 116,680	\$ 149,000	\$ 1,000	0.68%
Other Revenues							
Bainbridge - NDGC	\$ 5,543	\$ 5,487	\$ 5,487	\$ 5,487	\$ 5,533	\$ 46	0.84%
Bremerton - NDGC	9,448	9,364	9,364	9,364	9,496	132	1.41%
Kitsap County - NDGC	40,665	39,776	39,776	29,832	40,151	375	0.94%
Port Orchard - NDGC	3,222	3,195	3,195	3,195	3,247	52	1.63%
Poulsbo - NDGC	2,382	2,448	2,448	2,448	2,523	75	3.06%
Flex Court Restitution	1,390	1,650	1,650	880	1,320	(330)	-20.00%
Admin - Other	870	1,200	1,200	2,449	1,000	(200)	-16.67%
Sale of Surplus Property	330	-	-	5,450	-	-	N/A
Donations	34	-	-	185	-	-	N/A
Expenditure Reimbursements	531	-	-	755	-	-	N/A
Cashiers' Over/Short	20	-	-	(100)	-	-	N/A
Cash Adjustments	-	-	-	(210)	-	-	N/A
Interest	56,751	40,000	40,000	60,762	75,000	35,000	87.50%
Non-Revenue	1,394	242,650	242,650	1,580	242,650	-	N/A
Non-Revenue - KCHP Passthrough	1,000	-	-	-	-	-	N/A
Subtotal Other Revenues	\$ 123,580	\$ 345,770	\$ 345,770	\$ 122,077	\$ 380,920	\$ 35,150	10.17%
TOTAL REVENUES	\$ 290,714	\$ 493,770	\$ 493,770	\$ 238,757	\$ 529,920	\$ 36,150	7.32%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 1,879,300	\$ 1,825,207	\$ 1,784,675	\$ 1,251,543	\$ 1,912,540	\$ 87,333	4.78%
Payroll Taxes	138,230	148,670	145,506	93,240	158,019	9,349	6.29%
Benefits	538,759	523,259	518,062	371,637	558,480	35,221	6.73%
Unemployment	-	10,900	10,658	-	11,426	526	4.83%
Subtotal Personnel Costs	\$ 2,556,289	\$ 2,508,036	\$ 2,458,901	\$ 1,716,420	\$ 2,640,465	\$ 132,429	5.28%
Non-Personnel Costs							
Supplies	\$ 73,277	\$ 71,490	\$ 71,490	\$ 43,592	\$ 72,080	\$ 590	0.83%
Office Equipment <\$5,000	359	3,000	3,000	2,354	-	(3,000)	-100.00%
Computer Software <\$5,000	6,981	17,596	17,596	5,956	17,992	396	2.25%
Computer Hardware <\$5,000	22,270	26,575	26,575	9,738	14,585	(11,990)	-45.12%
Professional Services	155,205	87,285	85,431	39,982	87,960	675	0.77%
Legal Services	29,926	20,000	20,000	14,753	21,000	1,000	5.00%
Communications	45,982	74,056	78,910	28,203	83,160	9,104	12.29%
Travel & Mileage	6,406	4,810	4,810	1,651	4,810	-	N/A
Parking & Commute Trip Reduction	12,048	6,144	6,144	4,090	6,408	264	4.30%
Advertising	703	1,500	1,500	1,050	500	(1,000)	-66.67%
Rentals & Leases	35,990	29,800	29,800	22,427	29,500	(300)	-1.01%
Insurance	143,002	156,000	156,000	164,258	190,000	34,000	21.79%
Utilities	2,674	3,000	3,000	1,326	2,000	(1,000)	-33.33%
Repairs & Maintenance	79,987	82,394	82,444	58,860	91,856	9,462	11.48%
Operations & Maintenance: NDGC	52	-	-	-	-	-	N/A
Training	-	20,800	20,800	6,103	19,500	(1,300)	-6.25%
Miscellaneous	65,504	48,550	48,550	47,101	68,725	20,175	41.56%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	16,000	16,000	-	16,000	-	0.00%
Computer Hardware >\$5,000	-	13,000	13,000	-	16,500	3,500	26.92%
Government Center Debt Principal	165,000	165,000	165,000	123,750	175,000	10,000	6.06%
Government Center Debt Interest	141,300	136,350	136,350	102,267	129,750	(6,600)	-4.84%
Non-Expenditures	426	240,000	240,000	-	240,000	-	N/A
Subtotal Non-Personnel Costs	\$ 987,092	\$ 1,223,350	\$ 1,226,400	\$ 677,461	\$ 1,287,326	\$ 63,976	5.23%
PROGRAM EXPENDITURES	\$ 3,543,381	\$ 3,731,386	\$ 3,685,301	\$ 2,393,881	\$ 3,927,791	\$ 196,405	5.26%
Administrative Services Overhead	(2,891,943)	(3,199,114)	(2,926,747)	(2,155,124)	(3,400,521)	(201,407)	6.30%
TOTAL EXPENDITURES	\$ 651,438	\$ 532,272	\$ 758,554	\$ 238,757	\$ 527,270	\$ (5,002)	-0.94%

Kitsap Public Health District
2020 DRAFT BUDGET
PUBLIC HEALTH EMERGENCY PREPAREDNESS AND RESPONSE PROGRAM

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH Con Con PHEPR LHJ Funding	\$ 396,227	\$ 295,345	\$ 295,345	\$ 196,544	\$ 295,345	\$ -	N/A
CC PHEPR HC Systems Prep (Coalition)	27,197	-	-	-	-	-	N/A
Clean Water Kitsap	19,320	-	-	-	-	-	N/A
Other - PHEPR	-	-	-	-	-	-	N/A
DIRECT PROGRAM REVENUES	\$ 442,744	\$ 295,345	\$ 295,345	\$ 196,544	\$ 295,345	\$ -	N/A
Government Contributions	(58,047)	16,551	20,564	105,266	105,367	88,816	536.62%
TOTAL REVENUES	\$ 384,697	\$ 311,896	\$ 315,909	\$ 301,810	\$ 400,712	\$ 88,816	28.48%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 179,881	\$ 141,201	\$ 143,951	\$ 143,107	\$ 179,913	\$ 38,712	27.42%
Payroll Taxes	13,277	11,461	11,675	10,614	14,601	3,140	27.40%
Benefits	56,310	45,833	45,738	43,844	61,687	15,854	34.59%
Unemployment	-	846	862	-	1,078	232	27.42%
Subtotal Personnel Costs	\$ 249,468	\$ 199,341	\$ 202,226	\$ 197,565	\$ 257,279	\$ 57,938	29.06%
Non-Personnel Costs							
Supplies	\$ 1,158	\$ 1,500	\$ 1,500	\$ 285	\$ 480	\$ (1,020)	-68.00%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	300	300	-	240	(60)	-20.00%
Computer Hardware <\$5,000	-	-	-	353	-	-	N/A
Professional Services	-	-	-	-	-	-	N/A
Legal Services	1,355	1,500	1,500	188	1,500	-	N/A
Communications	2,980	3,596	3,596	2,326	3,087	(509)	-14.15%
Travel & Mileage	2,453	1,619	1,619	1,382	2,453	834	51.51%
Parking & Commute Trip Reduction	-	-	-	-	-	-	N/A
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	150	-	-	275	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	477	-	-	211	-	-	N/A
Operations & Maintenance: NDGC	12,108	9,804	10,762	9,409	12,569	2,765	28.20%
Training	-	5,800	5,800	3,131	4,884	(916)	-15.79%
Miscellaneous	1,930	-	-	587	-	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 22,611	\$ 24,119	\$ 25,077	\$ 18,147	\$ 25,213	\$ 1,094	4.54%
PROGRAM EXPENDITURES	\$ 272,079	\$ 223,460	\$ 227,303	\$ 215,712	\$ 282,492	\$ 59,032	26.42%
Administrative Services Overhead	112,618	88,436	88,606	86,098	118,220	29,784	33.68%
TOTAL EXPENDITURES	\$ 384,697	\$ 311,896	\$ 315,909	\$ 301,810	\$ 400,712	\$ 88,816	28.48%

**KITSAP PUBLIC HEALTH DISTRICT
2020 DRAFT BUDGET
KITSAP CONNECT**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
Kitsap Connects - 1/10th of 1%	\$ 335,051	\$ 380,105	\$ 350,105	\$ 229,322	\$ 380,000	\$ (105)	-0.03%
DSHS Medicaid Match - Kitsap Connect	26,837	17,322	17,322	7,614	-	(17,322)	-100.00%
KCF Heal Initiative	1,500	-	-	1,500	-	-	N/A
Bremerton Salvation Army Services	27,924	30,000	30,000	16,406	30,000	-	N/A
KCHP Process Funding	-	-	-	31,000	-	-	N/A
KCF Distribution	-	-	-	1,077	-	-	N/A
Reimburse Expenditures	-	-	-	454	-	-	N/A
DIRECT PROGRAM REVENUES	\$ 391,312	\$ 427,427	\$ 397,427	\$ 287,373	\$ 410,000	\$ (17,427)	-4.08%
Government Contributions	(5,608)	154,753	146,971	93,611	159,290	4,537	2.93%
TOTAL REVENUES	\$ 385,704	\$ 582,180	\$ 544,398	\$ 380,984	\$ 569,290	\$ (12,890)	-2.21%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 184,147	\$ 225,294	\$ 202,130	\$ 145,572	\$ 166,704	\$ (58,590)	-26.01%
Payroll Taxes	13,682	17,530	15,662	10,947	13,486	(4,044)	-23.07%
Benefits	46,825	52,635	45,218	42,021	36,624	(16,011)	-30.42%
Unemployment	-	1,351	1,213	-	1,000	(351)	-25.98%
Subtotal Personnel Costs	\$ 244,654	\$ 296,810	\$ 264,223	\$ 198,540	\$ 217,814	\$ (78,996)	-26.62%
Non-Personnel Costs							
Supplies	\$ 5,599	\$ 9,040	\$ 9,040	\$ 1,108	\$ 4,400	\$ (4,640)	-51.33%
Office Equipment	-	-	-	-	-	-	N/A
Computer Software	-	-	-	196	-	-	N/A
Computer Hardware	-	2,000	2,000	-	3,200	1,200	60.00%
Professional Services	86,715	141,674	141,674	84,648	244,305	102,631	72.44%
Legal Services	363	-	-	-	-	-	N/A
Communications	2,969	2,940	2,940	2,162	3,000	60	2.04%
Travel & Mileage	3,378	2,000	2,000	1,107	2,000	-	N/A
Parking & Commute Trip Reduction	1,960	-	-	603	-	-	N/A
Advertising	-	-	-	275	-	-	N/A
Rentals & Leases	6,080	4,800	4,800	3,103	-	(4,800)	-100.00%
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	1,000	1,000	1,000	810	1,800	800	1
Operations & Maintenance: Government Center	-	-	-	-	-	-	N/A
Training	-	800	800	1,513	-	(800)	(1)
Miscellaneous	4,973	-	-	397	-	-	N/A
Equipment	-	-	-	-	-	-	N/A
Computer Software > \$5,000	-	-	-	-	-	-	N/A
Computer Hardware > \$5,000	-	-	-	-	-	-	N/A
Government Center Dept Principal	-	-	-	-	-	-	N/A
Government Center Dept Interest	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 113,037	\$ 164,254	\$ 164,254	\$ 95,922	\$ 258,705	\$ -	N/A
TOTAL EXPENDITURES	\$ 357,691	\$ 461,064	\$ 428,477	\$ 294,462	\$ 476,519	\$ -	N/A
Administrative Services Overhead	28,013	121,116	-	-	-	94,451	1
Administrative Services Overhead	-	-	115,921	86,522	92,771	15,455	0
TOTAL EXPENDITURES W/OVERHEAD DISTRIBUTED	\$ 385,704	\$ 582,180	\$ 544,398	\$ 380,984	\$ 569,290	\$ 15,455	\$ 0

Kitsap Public Health District
2020 DRAFT BUDGET
COMMUNITY HEALTH DIVISION - SUMMARY

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DIRECT PROGRAM REVENUES	\$ 2,779,454	\$ 2,382,465	\$ 2,370,854	\$ 1,771,618	\$ 2,777,202	\$ 394,737	16.57%
Government Contributions	1,686,058	2,275,203	1,762,724	1,363,146	2,185,761	(89,442)	-3.93%
Draw from (Increase) Reserves	(15,913)	(29,131)	(22,830)	(24,291)	35,492	64,623	-221.84%
TOTAL REVENUES	\$ 4,449,599	\$ 4,623,642	\$ 4,137,099	\$ 3,114,369	\$ 4,998,455	\$ 374,813	8.11%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 1,847,019	\$ 1,941,879	\$ 1,725,313	\$ 1,314,986	\$ 2,108,466	\$ 166,587	8.58%
Payroll Taxes	136,802	157,972	140,534	97,872	171,725	13,753	8.71%
Benefits	531,171	572,746	504,545	370,758	626,671	53,925	9.42%
Unemployment	-	11,556	10,274	-	12,565	1,009	8.73%
Subtotal Personnel Costs	\$ 2,514,992	\$ 2,684,153	\$ 2,380,666	\$ 1,783,616	\$ 2,919,427	\$ 235,274	8.77%
Non-Personnel Costs							
Supplies	\$ 88,046	\$ 91,300	\$ 109,300	\$ 79,398	\$ 120,672	\$ 29,372	32.17%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	192	-	-	166	-	-	N/A
Computer Hardware <\$5,000	21,379	18,061	18,061	9,092	3,200	(14,861)	-82.28%
Professional Services	505,417	416,560	431,560	295,870	354,800	(61,760)	-14.83%
Legal Services	387	1,100	1,100	426	600	(500)	-45.45%
Communications	23,255	23,533	23,893	18,464	28,279	4,746	20.17%
Travel & Mileage	25,181	37,050	45,800	26,614	38,950	1,900	5.13%
Parking & Commute Trip Reduction	5,264	5,784	5,784	3,779	10,812	5,028	86.93%
Advertising	4,783	-	6,000	3,281	-	-	N/A
Rentals & Leases	15,279	28,300	28,300	34,287	56,550	28,250	99.82%
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	19,471	20,320	20,320	17,781	22,000	1,680	8.27%
Operations & Maintenance: NDGC	118,951	123,527	112,927	88,738	135,261	11,734	9.50%
Training	-	56,300	21,200	13,181	23,200	(33,100)	-58.79%
Miscellaneous	53,731	3,860	3,860	10,413	12,375	8,515	220.60%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal NON-LABOR COSTS	\$ 881,336	\$ 825,695	\$ 828,105	\$ 601,490	\$ 806,699	\$ (18,996)	-2.30%
PROGRAM EXPENDITURES	\$ 3,396,328	\$ 3,509,848	\$ 3,208,771	\$ 2,385,106	\$ 3,726,126	\$ 216,278	6.16%
Administrative Services Overhead	1,053,271	1,113,794	928,328	729,263	1,272,329	158,535	14.23%
Community Health Overhead	-	-	-	-	-	-	N/A
Clinic Overhead	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 4,449,599	\$ 4,623,642	\$ 4,137,099	\$ 3,114,369	\$ 4,998,455	\$ 374,813	8.11%

**Kitsap Public Health District
2020 DRAFT BUDGET
COMMUNITY HEALTH DIVISION ADMINISTRATION**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
Other Revenues							
DSHS Medicaid Match - CH Admin	\$ 68,593	\$ 4,895	\$ 7,531	\$ 11,773	\$ 150,000	\$ 145,105	2964.35%
OCH CBOSS DSRIP	-	-	49,476	49,476	46,427	46,427	#DIV/0!
Mason County Nightingale Notes	1,000	-	-	-	-	-	N/A
Olympic College Teaching Contract	2,820	2,493	2,493	2,493	3,100	607	24.35%
Non-Revenue	-	-	-	-	-	-	N/A
TOTAL REVENUES	\$ 72,413	\$ 7,388	\$ 59,500	\$ 63,742	\$ 199,527	\$ 192,139	2600.69%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 131,695	\$ 67,503	\$ 149,099	\$ 63,630	\$ 109,330	\$ 41,827	61.96%
Payroll Taxes	9,741	5,434	11,981	4,645	8,781	3,347	61.59%
Benefits	40,383	21,093	43,546	19,560	31,962	10,869	51.53%
Unemployment	-	404	890	-	653	249	61.63%
Subtotal Personnel Costs	\$ 181,819	\$ 94,434	\$ 205,516	\$ 87,835	\$ 150,726	\$ 56,292	59.61%
Non-Personnel Costs							
Supplies	\$ 451	\$ 2,000	\$ 2,000	\$ 973	\$ 500	\$ (1,500)	-75.00%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	1,210	1,800	1,800	-	-	(1,800)	-100.00%
Professional Services	8,369	-	-	626	12,600	12,600	#DIV/0!
Legal Services	-	600	600	-	600	-	N/A
Communications	2,232	2,212	2,212	1,783	1,940	(272)	-12.30%
Travel & Mileage	2,016	6,900	6,900	199	5,700	(1,200)	-17.39%
Parking & Commute Trip Reduction	-	-	-	-	-	-	N/A
Advertising	-	-	-	45	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	213	-	-	33	-	-	N/A
Operations & Maintenance: NDGC	-	-	-	-	-	-	N/A
Training	-	4,700	4,700	720	2,000	(2,700)	-57.45%
Miscellaneous	3,238	660	660	759	325	(335)	-50.76%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 17,729	\$ 18,872	\$ 18,872	\$ 5,138	\$ 23,665	\$ 4,793	25.40%
PROGRAM EXPENDITURES	\$ 199,548	\$ 113,306	\$ 224,388	\$ 92,973	\$ 174,391	\$ 61,085	53.91%
Administrative Services Overhead	-	-	-	-	-	-	N/A
Community Health Overhead	(127,135)	(110,813)	(164,888)	(29,231)	25,136	135,949	-122.68%
TOTAL EXPENDITURES	\$ 72,413	\$ 2,493	\$ 59,500	\$ 63,742	\$ 199,527	\$ 197,034	7903.49%

Kitsap Public Health District
2020 DRAFT BUDGET
ASSESSMENT AND EPIDEMIOLOGY PROGRAM

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
Clallam County Assessment Work	\$ 5,026	\$ 34,770	\$ 34,770	\$ 374	\$ 30,900	\$ (3,870)	-11.13%
Jefferson County Health Department	16,774	14,400	14,400	376	12,360	(2,040)	-14.17%
KCR Kitsap Interagency Coordinating Council	4,617	6,000	6,000	8,187	5,150	(850)	-14.17%
Olympic Community Action Programs	13,661	-	-	-	-	-	N/A
Kitsap Mental Health Services	129	3,000	3,000	3,227	20,000	17,000	566.67%
OCH EPI Support	108,257	140,000	140,000	86,757	120,000	(20,000)	-14.29%
KCF Kitsap Strong Initiative	52,036	37,000	37,000	42,984	40,000	3,000	8.11%
Jefferson County CHA CHIP	-	-	30,000	23,081	-	-	N/A
Jefferson County Assessment	-	-	-	3,117	-	-	N/A
Clallam County Assessment Work	-	-	-	9,388	-	-	N/A
OESD Behavioral Health Counseling Enhancement	8,932	10,988	10,988	6,869	15,446	4,458	40.57%
OCH Oral Health	-	-	25,000	-	35,000	35,000	#DIV/0!
1/10 of 1%: Assessment	34,139	40,000	40,000	21,228	41,200	1,200	3.00%
CHI Franciscan Community Health	23,138	-	-	-	-	-	N/A
New Unassigned Revenue	-	30,000	-	-	3,000	(27,000)	-90.00%
DIRECT PROGRAM REVENUES	\$ 266,709	\$ 316,158	\$ 341,158	\$ 205,588	\$ 323,056	\$ 6,898	2.18%
Government Contributions	274,801	293,750	303,933	196,840	410,555	116,805	39.76%
TOTAL REVENUES	\$ 541,510	\$ 609,908	\$ 645,091	\$ 402,428	\$ 733,611	\$ 123,703	20.28%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 251,826	\$ 291,945	\$ 288,471	\$ 188,263	\$ 332,403	\$ 40,458	13.86%
Payroll Taxes	18,919	23,724	23,482	14,233	27,052	3,328	14.03%
Benefits	71,270	74,365	83,441	54,809	111,330	36,965	49.71%
Unemployment	-	1,750	1,730	-	1,994	244	13.94%
Subtotal Personnel Costs	\$ 342,015	\$ 391,784	\$ 397,124	\$ 257,305	\$ 472,779	\$ 80,995	20.67%
Non-Personnel Costs							
Supplies	\$ 385	\$ 600	\$ 600	\$ 595	\$ 600	\$ -	N/A
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	1,740	-	-	649	-	-	N/A
Computer Hardware <\$5,000	1,290	3,200	4,400	4,226	1,600	(1,600)	-50.00%
Professional Services	-	-	-	-	-	-	N/A
Legal Services	-	-	-	568	-	-	N/A
Communications	2,705	2,772	2,772	1,947	3,700	928	33.48%
Travel & Mileage	2,533	3,600	3,600	2,000	3,600	-	N/A
Parking & Commute Trip Reduction	5,180	5,508	5,508	4,256	5,796	288	5.23%
Advertising	-	-	-	45	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	5,681	1,100	1,100	-	1,100	-	N/A
Operations & Maintenance: NDGC	18,638	19,269	21,129	13,942	23,097	3,828	19.87%
Training	-	8,000	8,000	840	8,000	-	N/A
Miscellaneous	6,946	350	350	27	350	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 45,098	\$ 44,399	\$ 47,459	\$ 29,095	\$ 47,843	\$ 3,444	7.76%
PROGRAM EXPENDITURES	\$ 387,113	\$ 436,183	\$ 444,583	\$ 286,400	\$ 520,622	\$ 84,439	19.36%
Administrative Services Overhead	154,397	173,725	174,157	112,132	217,269	43,544	25.06%
Community Health Overhead	-	-	26,351	3,896	(4,280)	(4,280)	#DIV/0!
TOTAL EXPENDITURES	\$ 541,510	\$ 609,908	\$ 645,091	\$ 402,428	\$ 733,611	\$ 123,703	20.28%

Kitsap Public Health District
2020 DRAFT BUDGET
HEALTHY COMMUNITIES - SUMMARY

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DIRECT PROGRAM REVENUES	\$ 1,521,759	\$ 1,223,490	\$ 1,227,657	\$ 874,540	\$ 1,083,369	\$ (140,121)	-11.45%
Government Contributions	965,138	1,166,232	767,413	676,679	838,450	(327,782)	-28.11%
Draw from (Increase) Reserves	-	-	-	-	-	-	N/A
TOTAL REVENUES	\$ 2,486,897	\$ 2,389,722	\$ 1,995,070	\$ 1,551,219	\$ 1,921,819	\$ (467,903)	-19.58%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 958,414	\$ 979,156	\$ 766,236	\$ 621,708	\$ 793,197	\$ (185,959)	-18.99%
Payroll Taxes	71,634	79,511	62,382	45,997	64,698	(14,813)	-18.63%
Benefits	259,116	256,143	217,378	181,559	228,315	(27,828)	-10.86%
Unemployment	-	5,825	4,565	-	4,721	(1,104)	-18.95%
Subtotal Personnel Costs	\$ 1,289,164	\$ 1,320,635	\$ 1,050,561	\$ 849,264	\$ 1,090,931	\$ (229,704)	-17.39%
Non-Personnel Costs							
Supplies	\$ 8,497	\$ 6,000	\$ 6,000	\$ 6,646	\$ 4,800	\$ (1,200)	-20.00%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	192	-	-	95	-	-	N/A
Computer Hardware <\$5,000	13,445	2,000	2,000	3,437	1,600	(400)	-20.00%
Professional Services	402,728	291,660	282,660	215,944	222,000	(69,660)	-23.88%
Legal Services	387	-	-	374	-	-	N/A
Communications	9,701	11,488	11,848	7,290	9,583	(1,905)	-16.58%
Travel & Mileage	15,673	20,000	20,250	8,591	15,250	(4,750)	-23.75%
Parking & Commute Trip Reduction	4,298	4,320	4,320	2,689	3,576	(744)	-17.22%
Advertising	3,000	-	6,000	3,191	-	-	N/A
Rentals & Leases	516	-	-	120	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	13,288	13,580	13,580	12,930	13,200	(380)	-2.80%
Operations & Maintenance: NDGC	63,901	64,953	55,861	43,849	53,296	(11,657)	-17.95%
Training	-	9,000	9,000	5,621	5,500	(3,500)	-38.89%
Miscellaneous	9,889	2,100	2,100	8,216	10,600	8,500	404.76%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal NON-LABOR COSTS	\$ 545,515	\$ 425,101	\$ 413,619	\$ 318,993	\$ 339,405	\$ (85,696)	-20.16%
PROGRAM EXPENDITURES	\$ 1,834,679	\$ 1,745,736	\$ 1,464,180	\$ 1,168,257	\$ 1,430,336	\$ (315,400)	-18.07%
Administrative Services Overhead	581,971	585,691	461,043	370,104	501,368	(84,323)	-14.40%
Community Health Overhead	70,247	58,295	69,847	12,858	(9,885)	(68,180)	-116.96%
TOTAL EXPENDITURES	\$ 2,486,897	\$ 2,389,722	\$ 1,995,070	\$ 1,551,219	\$ 1,921,819	\$ (467,903)	-19.58%

Kitsap Public Health District
2020 DRAFT BUDGET
CHRONIC DISEASE PREVENTION PROGRAM

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH ConCon USDA Snap-Ed Fini	\$ 60,798	\$ 82,110	\$ 82,110	\$ 44,198	\$ 10,500	\$ (71,610)	-87.21%
DOH Healthy Communities Lead (1422)	320,115	-	-	-	-	-	N/A
DOH Youth Tobacco 7 Vapor Product Prevention	30,946	68,978	73,478	51,536	55,305	(13,673)	-19.82%
DOH CC LSPAN	-	-	75,000	20,959	60,000	60,000	#DIV/0!
DOH PHBG Tobacco Prevention	37,560	40,000	38,000	37,778	-	(40,000)	-100.00%
DOH Tobacco Prevention	19,471	33,333	-	-	24,482	(8,851)	-26.55%
DOH Marijuana & Tobacco Education Provision	239,998	226,260	226,260	198,317	253,459	27,199	12.02%
DOH ConCon Snap-Ed IAR	101,334	83,000	83,000	48,535	83,000	-	N/A
CDP Other	12	-	-	-	-	-	N/A
New Unassigned Revenue	-	10,000	-	-	-	(10,000)	-100.00%
DIRECT PROGRAM REVENUES	\$ 810,234	\$ 543,681	\$ 577,848	\$ 401,323	\$ 486,746	\$ (56,935)	-10.47%
Government Contributions	97,893	291,087	266,305	239,991	312,928	21,841	7.50%
TOTAL REVENUES	\$ 908,127	\$ 834,768	\$ 844,153	\$ 641,314	\$ 799,674	\$ (35,094)	-4.20%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 274,218	\$ 299,878	\$ 289,897	\$ 215,672	\$ 303,292	\$ 3,414	1.14%
Payroll Taxes	20,344	24,376	23,624	15,631	24,915	539	2.21%
Benefits	71,541	77,186	82,833	68,569	90,753	13,567	17.58%
Unemployment	-	1,793	1,735	-	1,816	23	1.28%
Subtotal Personnel Costs	\$ 366,103	\$ 403,233	\$ 398,089	\$ 299,872	\$ 420,776	\$ 17,543	4.35%
Non-Personnel Costs							
Supplies	\$ 3,806	\$ 1,000	\$ 1,000	\$ 3,878	\$ 1,000	\$ -	N/A
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	192	-	-	95	-	-	N/A
Computer Hardware <\$5,000	2,587	2,000	2,000	3,339	1,600	(400)	-20.00%
Professional Services	321,200	200,950	200,950	172,257	155,800	(45,150)	-22.47%
Legal Services	-	-	-	-	-	-	N/A
Communications	1,091	2,769	3,129	2,162	3,600	831	30.01%
Travel & Mileage	2,062	4,000	4,250	1,728	4,250	250	6.25%
Parking & Commute Trip Reduction	269	288	288	237	312	24	8.33%
Advertising	3,000	-	6,000	3,191	-	-	N/A
Rentals & Leases	516	-	-	120	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	-	-	-	236	-	-	N/A
Operations & Maintenance: NDGC	18,828	19,832	21,177	15,499	20,556	724	3.65%
Training	-	4,000	4,000	2,481	2,000	(2,000)	-50.00%
Miscellaneous	3,253	200	200	997	200	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 356,804	\$ 235,039	\$ 242,994	\$ 206,220	\$ 189,318	\$ (45,721)	-19.45%
PROGRAM EXPENDITURES	\$ 722,907	\$ 638,272	\$ 641,083	\$ 506,092	\$ 610,094	\$ (28,178)	-4.41%
Administrative Services Overhead	165,271	178,703	175,318	130,682	193,396	14,693	8.22%
Community Health Overhead	19,949	17,793	27,752	4,540	(3,816)	(21,609)	-121.45%
TOTAL EXPENDITURES	\$ 908,127	\$ 834,768	\$ 844,153	\$ 641,314	\$ 799,674	\$ (35,094)	-4.20%

**Kitsap Public Health District
2020 DRAFT BUDGET
PARENT CHILD HEALTH PROGRAM**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH Con Con MCGBG/MCH	\$ 109,329	\$ 79,927	\$ 79,927	\$ 103,938	\$ 79,927	\$ -	N/A
DSHS Medicaid Match - PCH	56,795	41,046	41,046	19,976	-	(41,046)	-100.00%
DSHS Medicaid Match - Interpreter	13,295	-	-	-	-	-	N/A
TCPI FFY17 TCI PTN Contracts	73,117	-	-	-	-	-	N/A
CC DOH Lead Environments Children	-	-	-	1,000	1,000	1,000	#DIV/0!
OESD Head Start/Early Headstart Expansion	51,562	54,750	54,750	40,677	54,750	-	N/A
DSHS Title Nineteen MSS First Steps	50,875	60,000	30,000	25,364	-	(60,000)	-100.00%
DSHS Workfirst Children with Special Needs	2,825	2,000	2,000	1,950	2,000	-	N/A
PCH - TCPI Regional Care ConCon	26,143	-	-	-	-	-	N/A
Jefferson County - Nightingale Notes	1,513	1,650	1,650	3,572	1,650	-	N/A
Mason County - Nightingale Notes	-	1,000	1,000	-	1,000	-	N/A
Child Care Centers	3,705	-	-	285	-	-	N/A
Other - PCH	5,903	-	-	-	-	-	N/A
KCR Head Start	-	2,500	2,500	-	2,500	-	N/A
Harrison Medical Center - New Parent Support	16,457	-	-	14,918	15,000	15,000	#DIV/0!
Kitsap County 1/10th of 1% - PCH	31,573	-	-	3,678	-	-	N/A
PCH Donations	2,500	-	-	-	-	-	N/A
New Contracts	-	-	-	-	-	-	N/A
DIRECT PROGRAM REVENUES	\$ 445,592	\$ 242,873	\$ 212,873	\$ 215,358	\$ 157,827	\$ (85,046)	-35.02%
Government Contributions	584,470	710,482	323,966	171,085	286,157	(424,325)	-59.72%
TOTAL REVENUES	\$ 1,030,062	\$ 953,355	\$ 536,839	\$ 386,443	\$ 443,984	\$ (509,371)	-53.43%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 462,882	\$ 437,638	\$ 231,654	\$ 178,213	\$ 204,356	\$ (233,282)	-53.30%
Payroll Taxes	34,695	35,477	18,863	13,107	16,592	(18,885)	-53.23%
Benefits	128,177	114,378	69,575	49,798	58,908	(55,470)	-48.50%
Unemployment	-	2,602	1,381	-	1,216	(1,386)	-53.27%
Subtotal Personnel Costs	\$ 625,754	\$ 590,095	\$ 321,473	\$ 241,118	\$ 281,072	\$ (309,023)	-52.37%
Non-Personnel Costs							
Supplies	\$ 2,930	\$ 3,000	\$ 3,000	\$ 1,119	\$ 1,800	\$ (1,200)	-40.00%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	10,245	-	-	98	-	-	N/A
Professional Services	7,397	12,000	3,000	2,150	1,200	(10,800)	-90.00%
Legal Services	97	-	-	374	-	-	N/A
Communications	7,390	5,779	5,779	4,523	2,762	(3,017)	-52.21%
Travel & Mileage	8,093	8,000	8,000	1,927	3,000	(5,000)	-62.50%
Parking & Commute Trip Reduction	3,345	1,440	1,440	618	-	(1,440)	-100.00%
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	11,788	11,287	11,287	10,803	11,400	113	1.00%
Operations & Maintenance: NDGC	31,115	29,023	17,069	12,347	13,732	(15,291)	-52.69%
Training	-	4,000	4,000	1,905	1,500	(2,500)	-62.50%
Miscellaneous	5,324	900	900	732	900	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 87,724	\$ 75,429	\$ 54,475	\$ 36,596	\$ 36,294	\$ (39,135)	-51.88%
PROGRAM EXPENDITURES	\$ 713,478	\$ 665,524	\$ 375,948	\$ 277,714	\$ 317,366	\$ (348,158)	-52.31%
Administrative Services Overhead	282,486	261,780	140,676	105,078	129,162	(132,618)	-50.66%
Community Health Overhead	34,098	26,051	20,215	3,651	(2,544)	(28,595)	-109.77%
TOTAL EXPENDITURES	\$ 1,030,062	\$ 953,355	\$ 536,839	\$ 386,443	\$ 443,984	\$ (509,371)	-53.43%

**Kitsap Public Health District
2020 DRAFT BUDGET
NURSE FAMILY PARTNERSHIP PROGRAM**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
Jefferson County Public Health - ThriveFive	\$ 89,822	\$ 192,157	\$ 192,157	\$ 128,388	\$ 192,157	\$ -	N/A
CC DOH MCHBG NFP	73,910	79,927	79,927	-	79,927	-	0.00%
KCF NFP Healthy Start Kitsap Fund	659	2,000	2,000	-	2,000	-	N/A
Kitsap County 1/10th of 1% - NFP	101,054	127,828	139,128	116,208	153,712	25,884	20.25%
DSHS Medicaid Match	-	23,724	23,724	10,428	-	(23,724)	-100.00%
Other - NFP	488	-	-	2,835	-	-	N/A
New Unassigned Revenue	-	11,300	-	-	11,000	(300)	-2.65%
DIRECT PROGRAM REVENUES	\$ 265,933	\$ 436,936	\$ 436,936	\$ 257,859	\$ 438,796	\$ 1,860	0.43%
Government Contributions	282,775	164,663	177,142	265,603	239,365	74,702	45.37%
TOTAL REVENUES	\$ 548,708	\$ 601,599	\$ 614,078	\$ 523,462	\$ 678,161	\$ 76,562	12.73%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 221,314	\$ 241,640	\$ 244,685	\$ 227,823	\$ 285,549	\$ 43,909	18.17%
Payroll Taxes	16,595	19,658	19,895	17,259	23,191	3,533	17.97%
Benefits	59,398	64,579	64,970	63,192	78,654	14,075	21.80%
Unemployment	-	1,430	1,449	-	1,689	259	18.11%
Subtotal Personnel Costs	\$ 297,307	\$ 327,307	\$ 330,999	\$ 308,274	\$ 389,083	\$ 61,776	18.87%
Non-Personnel Costs							
Supplies	\$ 1,761	\$ 2,000	\$ 2,000	\$ 1,649	\$ 2,000	\$ -	N/A
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	613	-	-	-	-	-	N/A
Professional Services	74,131	78,710	78,710	41,537	65,000	(13,710)	-17.42%
Legal Services	290	-	-	-	-	-	N/A
Communications	1,220	2,940	2,940	605	3,221	281	9.56%
Travel & Mileage	5,518	8,000	8,000	4,936	8,000	-	N/A
Parking & Commute Trip Reduction	684	2,592	2,592	1,834	3,264	672	25.93%
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	1,500	2,293	2,293	1,891	1,800	(493)	-21.50%
Operations & Maintenance: NDGC	13,958	16,098	17,615	16,003	19,008	2,910	18.08%
Training	-	1,000	1,000	1,235	2,000	1,000	100.00%
Miscellaneous	1,312	1,000	1,000	6,487	9,500	8,500	850.00%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 100,987	\$ 114,633	\$ 116,150	\$ 76,177	\$ 113,793	\$ (840)	-0.73%
PROGRAM EXPENDITURES	\$ 398,294	\$ 441,940	\$ 447,149	\$ 384,451	\$ 502,876	\$ 60,936	13.79%
Administrative Services Overhead	134,214	145,208	145,049	134,344	178,810	33,602	23.14%
Community Health Overhead	16,200	14,451	21,880	4,667	(3,525)	(17,976)	-124.39%
TOTAL EXPENDITURES	\$ 548,708	\$ 601,599	\$ 614,078	\$ 523,462	\$ 678,161	\$ 76,562	12.73%

**Kitsap Public Health District
2020 DRAFT BUDGET
CLINICAL SERVICES - SUMMARY**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DIRECT PROGRAM REVENUES	\$ 1,185,282	\$ 1,151,587	\$ 1,083,697	\$ 833,336	\$ 1,171,250	\$ 19,663	1.71%
Government Contributions	720,920	1,108,971	995,311	686,467	936,756	(172,215)	-15.53%
Draw from (Increase) Reserves	(15,913)	(29,131)	(22,830)	(24,291)	35,492	64,623	-221.84%
TOTAL REVENUES	\$ 1,890,289	\$ 2,231,427	\$ 2,056,178	\$ 1,495,512	\$ 2,143,498	\$ (87,929)	-3.94%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 756,910	\$ 895,220	\$ 809,978	\$ 629,648	\$ 873,536	\$ (21,684)	-2.42%
Payroll Taxes	55,427	73,027	66,171	47,230	71,194	(1,833)	-2.51%
Benefits	231,672	295,510	243,621	169,639	255,064	(40,446)	-13.69%
Unemployment	-	5,327	4,819	-	5,197	(130)	-2.44%
Subtotal Personnel Costs	\$ 1,044,009	\$ 1,269,084	\$ 1,124,589	\$ 846,517	\$ 1,204,991	\$ (64,093)	-5.05%
Non-Personnel Costs							
Supplies	\$ 79,098	\$ 83,300	\$ 101,300	\$ 71,779	\$ 114,772	\$ 31,472	37.78%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	71	-	-	N/A
Computer Hardware <\$5,000	6,724	14,261	14,261	5,655	-	(14,261)	-100.00%
Professional Services	94,320	124,900	148,900	79,300	120,200	(4,700)	-3.76%
Legal Services	-	500	500	52	-	(500)	-100.00%
Communications	11,322	9,833	9,833	9,391	13,056	3,223	32.78%
Travel & Mileage	7,492	10,150	18,650	17,824	14,400	4,250	41.87%
Parking & Commute Trip Reduction	966	1,464	1,464	1,090	1,440	(24)	-1.64%
Advertising	1,783	-	-	45	-	-	N/A
Rentals & Leases	14,763	28,300	28,300	34,167	56,550	28,250	99.82%
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	5,970	6,740	6,740	4,818	7,700	960	14.24%
Operations & Maintenance: NDGC	55,050	58,574	57,066	44,889	58,868	294	0.50%
Training	-	42,600	7,500	6,840	7,700	(34,900)	-81.92%
Miscellaneous	40,604	1,100	1,100	1,438	1,100	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal NON-LABOR COSTS	\$ 318,092	\$ 381,722	\$ 395,614	\$ 277,359	\$ 395,786	\$ 14,064	3.68%
PROGRAM EXPENDITURES	\$ 1,362,101	\$ 1,650,806	\$ 1,520,203	\$ 1,123,876	\$ 1,600,777	\$ (50,029)	-3.03%
Administrative Services Overhead	471,300	528,103	467,285	359,159	553,692	25,589	4.85%
Community Health Overhead	56,888	52,518	68,690	12,477	(10,971)	(63,489)	-120.89%
Clinic Overhead	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 1,890,289	\$ 2,231,427	\$ 2,056,178	\$ 1,495,512	\$ 2,143,498	\$ (87,929)	-3.94%

**Kitsap Public Health District
2020 DRAFT BUDGET
COMMUNICABLE DISEASE PROGRAM**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH Con Con AFIX Immunization	\$ 19,969	\$ 27,500	\$ 27,500	\$ 22,685	\$ 27,500	\$ -	N/A
DOH Con Con FA317 Immunization FED	10,772	-	-	-	-	-	N/A
DOH Con Con VFC Immunization FED	7,324	-	-	-	-	-	N/A
DOH Con Con PPHF Ops Peri Hep B	49	-	-	830	2,500	2,500	#DIV/0!
DSHS Medicaid Match -	34,726	9,038	9,038	3,972	-	(9,038)	-100.00%
Foundational Public Health Services	73,673	-	-	73,673	147,000	147,000	#DIV/0!
DSHS Title Nineteen - CD	2,252	3,500	3,500	889	1,500	(2,000)	-57.14%
DOH Con Con Increase Imm Rates	-	-	16,000	16,134	16,000	16,000	#DIV/0!
Fees - CD	13,083	10,000	10,000	13,967	15,000	5,000	50.00%
Fees - CD Insurance	19,431	15,000	15,000	14,691	-	(15,000)	-100.00%
Other - CD	-	-	-	-	-	-	N/A
New Unassigned Revenue	-	16,000	-	-	-	(16,000)	-100.00%
DIRECT PROGRAM REVENUES	\$ 181,279	\$ 81,038	\$ 81,038	\$ 146,841	\$ 209,500	\$ 128,462	158.52%
Government Contributions	445,698	138,495	136,932	82,801	766,660	628,165	453.57%
Draw from (Increase) in FPHS Designated Funds	-	-	-	-	-	-	N/A
TOTAL REVENUES	\$ 626,977	\$ 219,533	\$ 217,970	\$ 229,642	\$ 976,160	\$ 756,627	344.65%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 272,662	\$ 91,200	\$ 80,932	\$ 94,408	\$ 458,193	\$ 366,993	402.40%
Payroll Taxes	20,120	7,153	6,310	6,973	37,159	30,006	419.49%
Benefits	77,590	26,198	22,517	29,151	125,732	99,534	379.93%
Unemployment	-	518	457	-	2,709	2,191	422.97%
Subtotal Personnel Costs	\$ 370,372	\$ 125,069	\$ 110,216	\$ 130,532	\$ 623,793	\$ 498,724	398.76%
Non-Personnel Costs							
Supplies	\$ 27,932	\$ 12,000	\$ 30,000	\$ 21,148	\$ 30,000	\$ 18,000	150.00%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	71	-	-	N/A
Computer Hardware <\$5,000	1,694	4,094	4,094	-	-	(4,094)	-100.00%
Professional Services	9,749	-	-	1,034	1,000	1,000	#DIV/0!
Legal Services	-	-	-	-	-	-	N/A
Communications	4,135	346	346	1,221	4,820	4,474	1293.06%
Travel & Mileage	241	500	500	2,261	500	-	N/A
Parking & Commute Trip Reduction	221	-	-	6	-	-	N/A
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	2,996	500	500	-	1,580	1,080	216.00%
Operations & Maintenance: NDGC	18,623	6,151	5,865	7,127	30,475	24,324	395.45%
Training	-	-	-	717	2,500	2,500	#DIV/0!
Miscellaneous	3,634	600	600	160	600	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 69,225	\$ 24,191	\$ 41,905	\$ 33,745	\$ 71,475	\$ 47,284	195.46%
PROGRAM EXPENDITURES	\$ 439,597	\$ 149,260	\$ 152,121	\$ 164,277	\$ 695,268	\$ 546,008	365.81%
Administrative Services Overhead	167,198	55,421	48,161	56,885	286,598	231,177	417.13%
Community Health Overhead	20,182	5,523	6,963	1,976	(5,706)	(11,229)	-203.31%
Clinic Overhead	-	9,329	10,725	6,504	-	(9,329)	-100.00%
TOTAL EXPENDITURES	\$ 626,977	\$ 219,533	\$ 217,970	\$ 229,642	\$ 976,160	\$ 756,627	344.65%

Kitsap Public Health District
2020 DRAFT BUDGET
SYRINGE EXCHANGE PROGRAM (Previously STI)

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019(\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH ConCon HIV Prevention - State	\$ 43,330	\$ 40,000	\$ 40,000	\$ 26,550	\$ 40,000	\$ -	N/A
DSHS Medicaid Match	-	23,272	23,272	10,229	-	(23,272)	-100.00%
Foundational Public Health Services	73,673	-	-	-	-	-	N/A
KC Solid Waste Tipping Fees (Needle Exchange)	85,000	89,250	40,000	40,000	85,000	(4,250)	-4.76%
New Unassigned Revenue	-	-	-	-	45,000	45,000	#DIV/0!
DIRECT PROGRAM REVENUES	\$ 202,003	\$ 152,522	\$ 103,272	\$ 76,779	\$ 170,000	\$ 17,478	11.46%
Government Contributions	131,752	453,169	298,549	229,076	66,880	(386,289)	-85.24%
Draw from (Increase) in FPHS Designated Funds	-	-	-	-	-	-	N/A
TOTAL REVENUES	\$ 333,755	\$ 605,691	\$ 401,821	\$ 305,855	\$ 236,880	\$ (368,811)	-60.89%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 106,314	\$ 210,740	\$ 120,444	\$ 108,901	\$ 41,089	\$ (169,651)	-80.50%
Payroll Taxes	7,943	17,264	9,890	8,184	3,350	(13,914)	-80.60%
Benefits	29,125	66,196	33,962	26,871	14,401	(51,795)	-78.24%
Unemployment	-	1,258	719	-	246	(1,012)	-80.45%
Subtotal Personnel Costs	\$ 143,382	\$ 295,458	\$ 165,015	\$ 143,956	\$ 59,086	\$ (236,372)	-80.00%
Non-Personnel Costs							
Supplies	\$ 30,308	\$ 45,000	\$ 45,000	\$ 30,406	\$ 65,000	\$ 20,000	44.44%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	605	600	600	-	-	(600)	-100.00%
Professional Services	75,833	78,600	78,600	46,372	82,200	3,600	4.58%
Legal Services	-	-	-	-	-	-	N/A
Communications	841	1,172	1,172	1,160	360	(812)	-69.28%
Travel & Mileage	210	200	200	212	200	-	N/A
Parking & Commute Trip Reduction	44	-	-	-	-	-	N/A
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	2,185	4,380	4,380	2,998	-	(4,380)	-100.00%
Operations & Maintenance: NDGC	7,726	14,531	8,763	8,119	2,886	(11,645)	-80.14%
Training	-	-	-	544	500	500	#DIV/0!
Miscellaneous	81	-	-	-	-	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 117,833	\$ 144,483	\$ 138,715	\$ 89,811	\$ 151,146	\$ 6,663	4.61%
PROGRAM EXPENDITURES	\$ 261,215	\$ 439,941	\$ 303,730	\$ 233,767	\$ 210,232	\$ (229,709)	-52.21%
Administrative Services Overhead	64,727	130,740	71,623	62,735	27,175	(103,565)	-79.21%
Community Health Overhead	7,813	12,980	9,654	2,179	(527)	(13,507)	-104.06%
Clinic Overhead	-	22,030	16,814	7,174	-	(22,030)	-100.00%
TOTAL EXPENDITURES	\$ 333,755	\$ 605,691	\$ 401,821	\$ 305,855	\$ 236,880	\$ (368,811)	-60.89%

**Kitsap Public Health District
2020 DRAFT BUDGET
TUBERCULOSIS PROGRAM**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DSHS Medicaid Match - TB	\$ 4,141	\$ 2,636	\$ -	\$ -	\$ -	\$ (2,636)	-100.00%
DSHS Title Nineteen - TB	98	250	250	31	250	-	N/A
Kitsap County Tuberculosis Intergovernmental	99,868	99,868	99,868	75,000	99,868	-	N/A
Fees - TB	13,482	12,000	12,000	11,832	15,000	3,000	25.00%
Fees - TB Insurance	2,561	3,000	3,000	1,404	-	(3,000)	-100.00%
Other - TB	-	-	-	-	-	-	N/A
DIRECT PROGRAM REVENUES	\$ 120,150	\$ 117,754	\$ 115,118	\$ 88,267	\$ 115,118	\$ (2,636)	-2.24%
Government Contributions	-	2,323	-	-	-	(2,323)	-100.00%
Draw from (Increase) in TB Designated Funds	(15,913)	(29,131)	(22,830)	(24,291)	35,492	64,623	-221.84%
TOTAL REVENUES	\$ 104,237	\$ 90,946	\$ 92,288	\$ 63,976	\$ 150,610	\$ 59,664	65.60%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 45,198	\$ 23,363	\$ 23,363	\$ 29,255	\$ 48,205	\$ 24,842	106.33%
Payroll Taxes	3,343	1,924	1,924	2,197	3,948	2,024	105.20%
Benefits	13,047	5,710	5,710	7,600	19,200	13,490	236.25%
Unemployment	-	139	139	-	289	150	107.91%
Subtotal Personnel Costs	\$ 61,588	\$ 31,136	\$ 31,136	\$ 39,052	\$ 71,642	\$ 40,506	130.09%
Non-Personnel Costs							
Supplies	\$ 2,814	\$ 2,800	\$ 2,800	\$ 158	\$ 2,800	\$ -	N/A
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	121	367	367	-	-	(367)	-100.00%
Professional Services	2,191	36,700	36,700	2,711	37,000	300	0.82%
Legal Services	-	-	-	-	-	-	N/A
Communications	505	720	720	166	1,416	696	96.67%
Travel & Mileage	82	200	200	188	200	-	N/A
Parking & Commute Trip Reduction	-	-	-	-	-	-	N/A
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	789	-	-	161	1,080	1,080	#DIV/0!
Operations & Maintenance: NDGC	3,020	1,531	1,657	1,909	3,500	1,969	128.61%
Training	-	-	-	75	700	700	#DIV/0!
Miscellaneous	1,968	-	-	-	-	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 11,490	\$ 42,318	\$ 42,444	\$ 5,368	\$ 46,696	\$ 4,378	10.35%
PROGRAM EXPENDITURES	\$ 73,078	\$ 73,454	\$ 73,580	\$ 44,420	\$ 118,338	\$ 44,884	61.10%
Administrative Services Overhead	27,803	13,795	13,637	17,019	32,920	19,125	138.64%
Community Health Overhead	3,356	1,374	2,056	591	(648)	(2,022)	-147.16%
Clinic Overhead	-	2,323	3,015	1,946	-	(2,323)	-100.00%
TOTAL EXPENDITURES	\$ 104,237	\$ 90,946	\$ 92,288	\$ 63,976	\$ 150,610	\$ 59,664	65.60%

**Kitsap Public Health District
2020 DRAFT BUDGET
HIV/AIDS PROGRAM**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH Con Con HOPWA	\$ 3,282	\$ -	\$ 36,000	\$ 31,693	\$ 50,000	\$ 50,000	#DIV/0!
DOH Con Con Client Services ADAP	512,802	450,000	450,000	283,022	464,583	14,583	3.24%
DOH Con Con RW HIV Peer Navigation	-	-	-	11,328	41,749	41,749	#DIV/0!
DOH Con Con RW HIV Provider Capacity	28,082	-	-	16,966	-	-	N/A
DOH Con Con RW Peer Nav Proviso	21,270	-	34,000	13,745	-	-	N/A
DOH Con Con HIV CS/End AIDS WA - CE	4,152	-	12,496	17,713	-	-	N/A
DOH Con Con Client Services Administration	-	95,000	60,000	18,076	60,000	(35,000)	-36.84%
DSHS Medicaid Match	3,887	38,410	38,410	16,883	-	(38,410)	-100.00%
Pierce County Aids Foundation - HOPWA	5,004	24,000	-	-	-	(24,000)	-100.00%
UW Harborview HIV Clinic	2,881	-	-	-	-	-	N/A
DSHS Title Nineteen AIDS Case Management	19,805	60,000	60,000	33,373	60,000	-	N/A
AIDS Counseling & Testing	295	500	500	47	300	(200)	-40.00%
DOH CC Jefferson County Microgrant	-	-	15,000	11,797	-	-	N/A
New Unassigned Revenue	-	77,000	-	-	-	(77,000)	-100.00%
DIRECT PROGRAM REVENUES	\$ 601,460	\$ 744,910	\$ 706,406	\$ 454,643	\$ 676,632	\$ (68,278)	-9.17%
Government Contributions	157,636	218,612	121,176	193,099	103,216	(115,396)	-52.79%
Draw from (Increase) HIV/AIDS Designated Funds	-	-	-	-	-	-	N/A
TOTAL REVENUES	\$ 759,096	\$ 963,522	\$ 827,582	\$ 647,742	\$ 779,848	\$ (183,674)	-19.06%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 306,146	\$ 367,618	\$ 333,964	\$ 274,099	\$ 326,049	\$ (41,569)	-11.31%
Payroll Taxes	22,061	30,141	27,403	20,674	26,737	(3,404)	-11.29%
Benefits	103,675	133,838	106,632	71,773	95,731	(38,107)	-28.47%
Unemployment	-	2,201	1,999	-	1,953	(248)	-11.27%
Subtotal Personnel Costs	\$ 431,882	\$ 533,798	\$ 469,998	\$ 366,546	\$ 450,470	\$ (83,328)	-15.61%
Non-Personnel Costs							
Supplies	\$ 18,044	\$ 22,000	\$ 22,000	\$ 19,537	\$ 16,972	\$ (5,028)	-22.85%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	4,304	5,400	5,400	4,524	-	(5,400)	-100.00%
Professional Services*	160	-	15,000	11,797	-	-	N/A
Legal Services	-	500	500	52	-	(500)	-100.00%
Communications	5,133	4,135	4,135	4,708	6,460	2,325	56.23%
Travel & Mileage	6,789	8,500	17,000	14,971	13,500	5,000	58.82%
Parking & Commute Trip Reduction	701	1,464	1,464	928	1,440	(24)	-1.64%
Advertising	-	-	-	45	-	-	N/A
Rentals & Leases	14,763	28,300	28,300	34,167	56,550	28,250	99.82%
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	-	-	-	-	5,040	5,040	#DIV/0!
Operations & Maintenance: NDGC	23,900	26,254	25,024	20,793	22,007	(4,247)	-16.18%
Training	-	32,500	2,500	4,137	4,000	(28,500)	-87.69%
Miscellaneous	34,921	500	500	249	500	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 108,715	\$ 129,553	\$ 121,823	\$ 115,908	\$ 126,469	\$ (3,084)	-2.38%
PROGRAM EXPENDITURES	\$ 540,597	\$ 663,351	\$ 591,821	\$ 482,454	\$ 576,939	\$ (86,412)	-13.03%
Administrative Services Overhead	194,966	236,756	204,914	159,738	206,999	(29,757)	-12.57%
Community Health Overhead	23,533	23,566	30,847	5,550	(4,090)	(27,656)	-117.36%
Clinic Overhead	-	39,849	-	-	-	(39,849)	-100.00%
TOTAL EXPENDITURES	\$ 759,096	\$ 963,522	\$ 827,582	\$ 647,742	\$ 779,848	\$ (183,674)	-19.06%

Kitsap Public Health District
2020 DRAFT BUDGET
ENVIRONMENTAL HEALTH DIVISION - SUMMARY

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DIRECT PROGRAM REVENUES	\$ 5,888,873	\$ 6,675,581	\$ 6,840,627	\$ 4,960,689	\$ 6,758,875	\$ 83,294	1.25%
Government Contributions	216,612	18,840	11,854	66,431	294,797	275,957	1464.74%
Draw from (Increase) Reserves	(302,803)	(176,445)	(550,270)	(657,566)	(115,094)	61,351	-34.77%
TOTAL REVENUES	\$ 5,802,682	\$ 6,517,976	\$ 6,302,211	\$ 4,369,554	\$ 6,938,578	\$ 420,602	6.45%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 2,666,379	\$ 2,859,128	\$ 2,770,061	\$ 2,052,667	\$ 3,062,409	\$ 203,281	7.11%
Payroll Taxes	199,754	233,074	225,807	154,022	249,240	16,166	6.94%
Benefits	791,370	864,373	815,141	595,222	909,061	44,688	5.17%
Unemployment	-	17,016	16,483	-	18,297	1,281	7.53%
Subtotal Personnel Costs	\$ 3,657,503	\$ 3,973,591	\$ 3,827,492	\$ 2,801,911	\$ 4,239,007	\$ 265,416	6.68%
Non-Personnel Costs							
Supplies	\$ 31,757	\$ 42,882	\$ 42,882	\$ 24,253	\$ 34,914	\$ (7,968)	-18.58%
Office Equipment <\$5,000	1,657	5,700	5,700	-	1,700	(4,000)	-70.18%
Computer Software <\$5,000	475	-	-	5,326	3,000	3,000	#DIV/0!
Computer Hardware <\$5,000	64,330	36,703	36,703	6,731	9,980	(26,723)	-72.81%
Professional Services	123,804	96,144	101,000	61,230	79,834	(16,310)	-16.96%
Legal Services	9,997	18,700	18,700	11,493	19,211	511	2.73%
Communications	31,841	30,256	30,256	25,121	30,024	(232)	-0.77%
Travel & Mileage	47,508	54,189	54,189	33,458	53,044	(1,145)	-2.11%
Parking & Commute Trip Reduction	8,552	10,152	10,152	7,426	10,044	(108)	-1.06%
Advertising	1,685	5,500	5,500	-	5,000	(500)	-9.09%
Rentals & Leases	6,334	4,960	4,960	2,557	4,960	-	N/A
Insurance	-	1,676	1,676	-	1,676	-	N/A
Utilities	115	-	-	-	-	-	N/A
Repairs & Maintenance	16,995	28,418	28,418	8,885	29,458	1,040	3.66%
Operations & Maintenance: NDGC	184,606	188,799	196,583	143,742	203,816	15,017	7.95%
Training	-	24,410	24,410	13,747	25,460	1,050	4.30%
Miscellaneous	67,393	263,854	263,854	55,486	270,250	6,396	2.42%
Equipment >\$5,000	7,406	30,000	30,000	27,079	-	(30,000)	-100.00%
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 604,455	\$ 842,343	\$ 854,983	\$ 426,534	\$ 782,371	\$ (59,972)	-7.12%
PROGRAM EXPENDITURES	\$ 4,261,958	\$ 4,815,934	\$ 4,682,475	\$ 3,228,445	\$ 5,021,378	\$ 205,444	4.27%
Administrative Services Overhead	1,292,268	1,563,667	1,479,369	951,509	1,841,261	277,594	17.75%
Environmental Health Overhead	248,456	138,375	140,367	189,600	75,939	(62,436)	-45.12%
TOTAL EXPENDITURES	\$ 5,802,682	\$ 6,517,976	\$ 6,302,211	\$ 4,369,554	\$ 6,938,578	\$ 420,602	6.45%

**Kitsap Public Health District
2020 DRAFT BUDGET
ENVIRONMENTAL HEALTH DIVISION ADMINISTRATION**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
N/A - None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 183,998	\$ 99,549	\$ 99,549	\$ 136,483	\$ 47,332	\$ (52,217)	-52.45%
Payroll Taxes	13,854	7,982	7,982	10,186	3,800	(4,182)	-52.39%
Benefits	46,679	23,000	24,992	36,779	15,643	(7,357)	-31.99%
Unemployment	-	594	594	-	284	(310)	-52.19%
Subtotal Personnel Costs	\$ 244,531	\$ 131,125	\$ 133,117	\$ 183,448	\$ 67,059	\$ (64,066)	-48.86%
Non-Personnel Costs							
Supplies	\$ 348	\$ 600	\$ 600	\$ 538	\$ 600	\$ -	N/A
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	-	1,225	1,225	-	2,800	1,575	128.57%
Professional Services	-	-	-	-	-	-	N/A
Legal Services	-	600	600	1,571	600	-	N/A
Communications	1,367	1,505	1,505	1,295	1,560	55	3.65%
Travel & Mileage	733	600	600	849	600	-	N/A
Parking & Commute Trip Reduction	-	-	-	-	-	-	N/A
Advertising	12	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	-	360	360	-	360	-	N/A
Operations & Maintenance: NDGC	-	-	-	-	-	-	N/A
Training	-	1,200	1,200	699	1,200	-	N/A
Miscellaneous	1,465	1,160	1,160	1,200	1,160	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 3,925	\$ 7,250	\$ 7,250	\$ 6,152	\$ 8,880	\$ 1,630	22.48%
PROGRAM EXPENDITURES	\$ 248,456	\$ 138,375	\$ 140,367	\$ 189,600	\$ 75,939	\$ (62,436)	-45.12%
Environmental Health Overhead	(248,456)	(138,375)	(140,367)	(189,600)	(75,939)	62,436	-45.12%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

Kitsap Public Health District
2020 DRAFT BUDGET
SOLID & HAZARDOUS WASTE PROGRAM

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOE LSWFA Grant	\$ 148,782	\$ 50,000	\$ 63,596	\$ 63,596	\$ 71,300	\$ 21,300	42.60%
DOE Local Source Control Grant (LSC)	169,014	220,000	220,000	136,574	200,000	(20,000)	-9.09%
DOH Lead Environments for Children	1,473	-	-	500	-	-	N/A
DOE Site Hazard Assessment Grant	-	-	-	-	-	-	N/A
Secure Medicine Return - Clallam	3,215	-	1,000	1,077	-	-	N/A
Secure Medicine Return Fee	10,972	7,250	7,250	7,250	7,402	152	2.10%
Kitsap County Solid Waste Tipping Fees	654,443	866,898	916,148	663,799	900,000	33,102	3.82%
Permits	42,834	68,000	68,000	44,188	41,433	(26,567)	-39.07%
Plan Reviews	-	1,200	1,200	-	-	(1,200)	-100.00%
School Plan Reviews	-	-	6,000	5,220	3,000	3,000	#DIV/0!
New Unassigned Revenue (Drug Lab Fees)	-	6,000	-	-	-	(6,000)	-100.00%
Surplus Sales	-	-	-	3,290	-	-	N/A
Other	7,417	-	-	6,488	-	-	N/A
DIRECT PROGRAM REVENUES	\$ 1,038,150	\$ 1,219,348	\$ 1,283,194	\$ 931,982	\$ 1,223,135	\$ 3,787	0.31%
Government Contributions	-	-	-	-	-	-	N/A
Draw from (Increase) SHW Designated Funds	(179,444)	(114,639)	(217,455)	(226,205)	(112,642)	1,997	-1.74%
TOTAL REVENUES	\$ 858,706	\$ 1,104,709	\$ 1,065,739	\$ 705,777	\$ 1,110,493	\$ 5,784	0.52%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 387,820	\$ 483,655	\$ 463,258	\$ 305,735	\$ 494,001	\$ 10,346	2.14%
Payroll Taxes	29,397	39,382	37,738	23,174	40,188	806	2.05%
Benefits	102,227	139,963	136,151	82,244	152,968	13,005	9.29%
Unemployment	-	2,895	2,773	-	2,957	62	2.14%
Subtotal Personnel Costs	\$ 519,444	\$ 665,895	\$ 639,920	\$ 411,153	\$ 690,114	\$ 24,219	3.64%
Non-Personnel Costs							
Supplies	\$ 6,417	\$ 7,000	\$ 7,000	\$ 7,403	\$ 7,000	\$ -	N/A
Office Equipment <\$5,000	-	4,000	4,000	-	-	(4,000)	-100.00%
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	5,414	2,511	2,511	1,131	1,200	(1,311)	-52.21%
Professional Services	-	5,000	5,000	313	5,000	-	N/A
Legal Services	448	4,000	4,000	6,485	4,000	-	N/A
Communications	5,357	6,465	6,465	4,227	6,664	199	3.08%
Travel & Mileage	2,677	3,000	3,000	3,107	5,400	2,400	80.00%
Parking & Commute Trip Reduction	1,862	2,928	2,928	1,983	3,000	72	2.46%
Advertising	1,595	5,000	5,000	-	5,000	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	600	600	-	600	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	3,008	1,000	1,000	1,835	2,040	1,040	104.00%
Operations & Maintenance: NDGC	27,653	32,751	34,039	21,945	33,714	963	2.94%
Training	-	7,200	7,200	3,311	9,000	1,800	25.00%
Miscellaneous	12,523	8,000	8,000	6,856	8,000	-	N/A
Equipment >\$5,000	-	30,000	30,000	27,079	-	(30,000)	-100.00%
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 66,954	\$ 119,455	\$ 120,743	\$ 85,675	\$ 90,618	\$ (28,837)	-24.14%
PROGRAM EXPENDITURES	\$ 586,398	\$ 785,350	\$ 760,663	\$ 496,828	\$ 780,732	\$ (4,618)	-0.59%
Administrative Services Overhead	234,494	295,354	280,769	179,178	317,201	21,847	7.40%
Environmental Health Overhead	37,814	24,005	24,307	29,771	12,560	(11,445)	-47.68%
TOTAL EXPENDITURES	\$ 858,706	\$ 1,104,709	\$ 1,065,739	\$ 705,777	\$ 1,110,493	\$ 5,784	0.52%

**KITSAP PUBLIC HEALTH DISTRICT
2020 DRAFT BUDGET
DRINKING WATER & ONSITE SEPTIC SYSTEMS**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOE Well Construction	\$ -	\$ -	\$ -	\$ -	\$ 25,185	\$ 25,185	#DIV/0!
CC Group B Water Systems	-	-	-	-	10,000	10,000	#DIV/0!
DOH ConCon - PS OSS LMP	62,644	30,000	30,000	8,988	-	(30,000)	-100.00%
Installer Certifications	28,430	11,660	24,200	32,545	32,325	20,665	177.23%
Septic Tank Pumper Certifications	-	3,960	-	-	-	(3,960)	-100.00%
O&M Certifications	-	8,580	-	-	-	(8,580)	-100.00%
Delinquent Certification Renewals	-	870	870	-	-	(870)	-100.00%
Sewage Permits	455,236	502,750	502,750	366,927	445,393	(57,357)	-11.41%
PUD Well Construction	-	-	-	-	10,000	10,000	#DIV/0!
DOH CC DW Group A - SS	-	-	-	-	14,500	14,500	#DIV/0!
DOH CC DW Group A - TA	-	-	-	-	1,600	1,600	#DIV/0!
Group B Operating Permits	-	-	-	-	24,000	24,000	#DIV/0!
Building Clearances	106,657	118,140	118,140	92,540	139,171	21,031	17.80%
Property Conveyance Reports	568,782	649,140	649,140	446,255	780,414	131,274	20.22%
Operations & Maintenance Annual Report Fees	489,220	501,000	601,200	434,710	599,690	98,690	19.70%
Building Site Application Waivers	30,464	26,100	26,100	22,185	32,695	6,595	25.27%
Building Site Applications	377,530	446,899	446,899	316,093	555,043	108,144	24.20%
Land Use	20,911	27,865	27,865	15,015	16,850	(11,015)	-39.53%
Other - OSS	343	2,674	2,674	246	337	(2,337)	-87.40%
Water Samples	192	-	-	-	-	-	N/A
WT Plan Reviews/New Water Systems	-	-	-	-	2,030	2,030	#DIV/0!
Well Site Inspections	-	-	-	-	13,110	13,110	#DIV/0!
WT Sanitary Surveys	-	-	-	-	26,825	26,825	#DIV/0!
DW Well Decommissionings	-	-	-	-	19,260	19,260	#DIV/0!
DIRECT PROGRAM REVENUES	\$ 2,140,409	\$ 2,329,638	\$ 2,429,838	\$ 1,735,504	\$ 2,748,428	\$ 418,790	17.98%
Government Contributions	-	-	-	-	-	-	N/A
Draw from (Increase) OSS Designated Funds	(109,772)	(145,345)	(272,570)	(441,846)	(2,452)	142,893	-98.31%
TOTAL REVENUES	\$ 2,030,637	\$ 2,184,293	\$ 2,157,268	\$ 1,293,658	\$ 2,745,976	\$ 561,683	25.71%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 854,294	\$ 963,924	\$ 961,799	\$ 568,304	\$ 1,230,843	\$ 266,919	27.69%
Payroll Taxes	63,574	78,779	78,601	42,498	100,432	21,653	27.49%
Benefits	276,903	298,221	285,384	171,350	373,268	75,047	25.16%
Unemployment	-	5,744	5,731	-	7,339	1,595	27.77%
Subtotal Personnel Costs	\$ 1,194,771	\$ 1,346,668	\$ 1,331,515	\$ 782,152	\$ 1,711,882	\$ 365,214	27.12%
Non-Personnel Costs							
Supplies	\$ 7,032	\$ 6,720	\$ 6,720	\$ 5,600	\$ 10,221	\$ 3,501	52.10%
Office Equipment	-	-	-	-	-	-	N/A
Computer Software	475	-	-	4,413	3,000	3,000	#DIV/0!
Computer Hardware	36,914	26,146	26,146	2,262	4,400	(21,746)	-83.17%
Professional Services	14,923	6,744	2,000	508	17,134	10,390	154.06%
Legal Services	3,089	3,600	3,600	1,801	7,811	4,211	116.97%
Communications	8,889	6,576	6,576	7,367	7,200	624	9.49%
Travel & Mileage	22,149	21,403	21,403	13,346	22,115	712	3.33%
Parking & Commute Trip Reduction	1,995	2,304	2,304	1,493	2,304	-	N/A
Advertising	50	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	8,803	19,858	19,858	3,739	19,858	-	N/A
Operations & Maintenance: NDGC	69,999	66,234	70,858	45,592	83,633	17,399	26.27%
Training	-	5,760	5,760	2,174	5,760	-	N/A
Miscellaneous	31,512	26,534	26,534	25,719	32,861	6,327	23.84%
Equipment	3,703	-	-	-	-	-	N/A
Computer Software	-	-	-	-	-	-	N/A
Computer Hardware	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 209,533	\$ 191,879	\$ 191,759	\$ 114,014	\$ 216,297	\$ 24,418	12.73%
PROGRAM EXPENDITURES	\$ 1,404,304	\$ 1,538,547	\$ 1,523,274	\$ 896,166	\$ 1,928,179	\$ 389,632	25.32%
Administrative Services Overhead	539,357	597,200	583,381	340,857	786,636	189,436	31.72%
Environmental Health Overhead	86,976	48,546	50,613	56,635	31,161	(17,385)	-35.81%
TOTAL EXPENDITURES	\$ 2,030,637	\$ 2,184,293	\$ 2,157,268	\$ 1,293,658	\$ 2,745,976	\$ 561,683	25.71%

Kitsap Public Health District
2020 DRAFT BUDGET
FOOD & LIVING ENVIRONMENT PROGRAM

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH Con Con Beach IAR	\$ 199	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
DOH Con Con Shellfish	55	-	-	-	-	-	N/A
USDA Summer Food Program OSPI	1,820	-	-	-	1,740	1,740	#DIV/0!
Clean Water Kitsap - Food & LE	1,214	-	-	-	-	-	N/A
Clean Water Kitsap - Beach / RSF	11,985	-	-	-	-	-	N/A
Clean Water Kitsap - LMP	912	-	-	-	-	-	N/A
Establishments	629,908	702,000	702,000	690,590	689,175	(12,825)	-1.83%
Food Handler Permits	10,525	11,850	11,850	8,950	11,235	(615)	-5.19%
Food Handler Permits - TPCHD	82,627	85,517	85,517	63,493	85,000	(517)	-0.60%
Temporary Permits	39,249	38,100	38,100	35,995	37,952	(148)	-0.39%
Camps	3,120	3,480	3,480	3,480	3,560	80	2.30%
Pools/Spas	71,263	79,000	79,000	80,690	84,194	5,194	6.57%
LE Reinspections	147	390	390	-	-	(390)	-100.00%
LE School Plan Review	8,358	-	-	-	-	-	N/A
Other - Food & Living Environment	260	-	-	220	-	-	N/A
Food Establishment Reinspections	1,081	47,000	47,000	37,120	21,793	(25,207)	-53.63%
Port Gamble S'Klallam Tribe	-	-	-	-	-	-	N/A
Plan Reviews - Food & LE	47,125	33,060	33,060	37,288	47,453	14,393	43.54%
DIRECT PROGRAM REVENUES	\$ 909,848	\$ 1,000,397	\$ 1,000,397	\$ 957,826	\$ 982,102	\$ (18,295)	-1.83%
Government Contributions	159,660	85,596	109,036	(127,663)	252,827	167,231	195.37%
TOTAL REVENUES	\$ 1,069,508	\$ 1,085,993	\$ 1,109,433	\$ 830,163	\$ 1,234,929	\$ 148,936	13.71%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 475,788	\$ 491,191	\$ 502,065	\$ 374,937	\$ 571,594	\$ 80,403	16.37%
Payroll Taxes	35,546	39,945	40,870	28,107	46,458	6,513	16.30%
Benefits	146,157	149,342	152,017	111,522	163,141	13,799	9.24%
Unemployment	-	2,906	2,972	-	3,420	514	17.69%
Subtotal Personnel Costs	\$ 657,491	\$ 683,384	\$ 697,924	\$ 514,566	\$ 784,613	\$ 101,229	14.81%
Non-Personnel Costs							
Supplies	\$ 2,517	\$ 4,000	\$ 4,000	\$ 2,789	\$ 2,633	\$ (1,367)	-34.18%
Office Equipment <\$5,000	-	1,700	1,700	-	1,700	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	2,601	1,800	1,800	2,033	1,580	(220)	-12.22%
Professional Services	125	200	200	83	200	-	0.00%
Legal Services	1,899	2,000	2,000	1,071	2,000	-	N/A
Communications	7,328	6,274	6,274	5,771	7,280	1,006	16.03%
Travel & Mileage	12,420	18,281	18,281	8,607	14,929	(3,352)	-18.34%
Parking & Commute Trip Reduction	1,388	1,440	1,440	1,367	1,440	-	N/A
Advertising	-	500	500	-	-	(500)	-100.00%
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	1,158	-	-	-	-	-	N/A
Operations & Maintenance: NDGC	32,554	33,609	37,138	27,307	38,331	4,722	14.05%
Training	-	3,500	3,500	3,717	3,500	-	N/A
Miscellaneous	5,350	1,850	1,850	1,348	1,919	69	3.73%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 67,340	\$ 75,154	\$ 78,683	\$ 54,093	\$ 75,512	\$ 358	0.48%
PROGRAM EXPENDITURES	\$ 724,831	\$ 758,538	\$ 776,607	\$ 568,659	\$ 860,125	\$ 101,587	13.39%
Administrative Services Overhead	296,813	302,823	306,329	224,245	360,523	57,700	19.05%
Environmental Health Overhead	47,864	24,632	26,497	37,259	14,281	(10,351)	-42.02%
TOTAL EXPENDITURES	\$ 1,069,508	\$ 1,085,993	\$ 1,109,433	\$ 830,163	\$ 1,234,929	\$ 148,936	13.71%

Kitsap Public Health District
2020 DRAFT BUDGET
POLLUTION IDENTIFICATION & CORRECTION PROGRAM

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
Hood Canal Coordinating Council - Phase 3	\$ 36,128	\$ 7,000	\$ 18,000	\$ 26,493	\$ -	\$ (7,000)	-100.00%
NEP BEachPS SSI 1-5 PIC Task 4	2,035	5,800	5,800	900	5,800	-	0.00%
CC Water Rec Beach IAR	14,000	14,200	14,200	9,746	18,000	3,800	26.76%
DOE NEP Nutrient Reduction - Lake Symington	4,121	-	-	-	-	-	N/A
DOE Kitsap County 4A & 4B Project - Federal	51,674	79,092	79,092	51,755	79,450	358	0.45%
DOE CCWF Kitsap County 4A & 4B Project - State	21,821	33,396	33,396	21,855	33,450	54	0.16%
Rec Shellfish/Biotoxin PSAA	13,260	12,300	12,300	4,944	14,000	1,700	13.82%
NEP Kitsap PIC NTA	4,448	12,000	12,000	10,767	-	(12,000)	-100.00%
City of Poulsbo Stormwater	14,201	8,250	8,250	5,209	15,000	6,750	81.82%
Clean Water Kitsap	1,045,628	1,155,000	1,155,000	638,655	1,230,000	75,000	6.49%
Kitsap County Septic Tipping Fees	136,666	125,000	125,000	114,097	125,000	-	N/A
Surplus Sales	6,340	-	-	-	-	-	N/A
PIC Other	112	224,510	224,510	-	224,510	-	N/A
New Unassigned Revenue ¹	-	-	-	-	60,000	60,000	#DIV/0!
DIRECT PROGRAM REVENUES	\$ 1,350,434	\$ 1,676,548	\$ 1,687,548	\$ 884,421	\$ 1,805,210	\$ 128,662	7.67%
Government Contributions	56,952	(70,471)	(97,182)	194,094	41,970	112,441	-159.56%
TOTAL REVENUES	\$ 1,407,386	\$ 1,606,077	\$ 1,590,366	\$ 1,078,515	\$ 1,847,180	\$ 241,103	15.01%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 574,890	\$ 578,859	\$ 572,215	\$ 461,777	\$ 718,639	\$ 139,780	24.15%
Payroll Taxes	43,180	47,255	46,721	34,624	58,362	11,107	23.50%
Benefits	163,766	172,120	168,504	132,334	204,041	31,921	18.55%
Unemployment	-	3,432	3,393	-	4,297	865	25.20%
Subtotal Personnel Costs	\$ 781,836	\$ 801,666	\$ 790,833	\$ 628,735	\$ 985,339	\$ 183,673	22.91%
Non-Personnel Costs							
Supplies	\$ 14,607	\$ 23,310	\$ 23,310	\$ 6,062	\$ 14,460	\$ (8,850)	-37.97%
Office Equipment <\$5,000	1,657	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	3,966	3,000	3,000	1,131	-	(3,000)	-100.00%
Professional Services	108,756	83,800	83,800	50,026	57,500	(26,300)	-31.38%
Legal Services	4,416	6,000	6,000	242	4,800	(1,200)	-20.00%
Communications	6,725	6,898	6,898	4,981	7,320	422	6.12%
Travel & Mileage	8,036	9,000	9,000	4,836	10,000	1,000	11.11%
Parking & Commute Trip Reduction	3,038	3,192	3,192	2,370	3,300	108	3.38%
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	6,334	4,960	4,960	2,557	4,960	-	N/A
Insurance	-	1,076	1,076	-	1,076	-	N/A
Utilities	115	-	-	-	-	-	N/A
Repairs & Maintenance	3,432	7,200	7,200	1,816	7,200	-	N/A
Operations & Maintenance: NDGC	40,105	39,426	42,086	32,610	48,138	8,712	22.10%
Training	-	6,000	6,000	3,754	6,000	-	N/A
Miscellaneous	14,502	226,310	226,310	19,871	226,310	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 215,689	\$ 420,172	\$ 422,832	\$ 130,256	\$ 391,064	\$ (29,108)	-6.93%
PROGRAM EXPENDITURES	\$ 997,525	\$ 1,221,838	\$ 1,213,665	\$ 758,991	\$ 1,376,403	\$ 154,565	12.65%
Administrative Services Overhead	352,945	355,345	346,653	273,998	452,840	97,495	27.44%
Environmental Health Overhead	56,916	28,894	30,048	45,526	17,937	(10,957)	-37.92%
TOTAL EXPENDITURES	\$ 1,407,386	\$ 1,606,077	\$ 1,590,366	\$ 1,078,515	\$ 1,847,180	\$ 241,103	15.01%

MEMO

To: Kitsap Public Health Board

From: John Kiess, Environmental Health Director
Melissa Laird, Finance & Accounting Manager
Keith Grellner, Administrator

Date: November 5, 2019

Re: 2020 Environmental Health Fee Schedule – Proposed Adjustment

The Health District is recommending that the Board consider withholding the scheduled Consumer Price Index (CPI) adjustment for 2020 fees approved in Resolution 2017-03 **for the Water, Onsite Sewage, and Solid & Hazardous Waste fees, only**. The automatic CPI adjustment for Food and Living Environment fees is approved and still recommended.

Background

At the December 2017 regular meeting, the Board adopted an updated Environmental Health fee schedule for 2018 – 2026 through Resolution 2017-03 (see **Attachment 1**). In summary, Resolution 2017-03 approved the following:

1. The EH Fee Schedule should be adjusted to recover the actual cost of service for all fees;
2. The base hourly rate should be increased from \$109 to \$145 over a two-year period (2018 and 2019); and
3. An annual automatic escalator, tied to increases (if any) in the Seattle Consumer Price Index, should be applied to the EH Fee Schedule for budget years 2020 – 2026.

Fee calculation is a dynamic process that is affected by multiple factors – the base hourly rate for the Health District; the level of effort (staff time, travel costs, etc.) necessary to review a given application; increasing or decreasing costs due to staff longevity, staff turnover, staff size, overhead costs, consumer price index fluctuations, etc.; and the variability/predictability in the number of applications forecast to be submitted.

During each year's budgeting process, service fees are evaluated to determine if they are covering the cost of service as allowed by [RCW 70.05.060\(7\)](#). For the 2020 Budget Year, Environmental Health Fees have been assessed, and based on our fee revenue forecast, the Health District is recommending that the Board consider withholding the scheduled Consumer Price Index (CPI) adjustment approved in Resolution 2017-03 **for the Water, Onsite Sewage, and**

Solid & Hazardous Waste fees, only. The automatic CPI adjustment is still approved and recommended for Food and Living Environment fees.

Proposed Adjustment for 2020 Environmental Health Fee Schedule

As summarized above, Resolution 2017-03 calls for an automatic escalator --- based on a [2.1% increase in the Consumer Price Index for Seattle – Tacoma – Bellevue \(formerly Bremerton\)](#) --- to be applied to all Environmental Health fees (see Page 2 of the linked table, last row for April 2019).

The Health District is recommending withholding the approved CPI escalator for Water and Onsite Sewage (DWOSS), and Solid & Hazardous Waste (SHW) fees for the following reasons:

1. The Health District has attained reserve funds for Drinking Water, Onsite (OSS) Permitting, and Solid & Hazardous Waste (SHW) due to correction of these fees, the realization of cost savings from program service efficiencies, and the offset of non-fee related program costs by temporary grants or other non-fee related revenues; see **Attachment 2**, a summary of cash and investments as of September 2019, yellow-highlighted rows.
2. As also shown in Attachment 2, Drinking Water (Page 27), OSS (Page 29) and SHW (Page 31) are all ahead of budget for fees 2019 YTD, which we project will likely add to the reserves of these programs at year-end for 2019 and carryover to 2020 (see yellow highlights in “Budget 2020” columns).
3. Accounting for all cost increases and costs for 2020, the draft 2020 Budget (see **Attachment 3**) projects that DWOSS (Page 24;) and SHW (Page 23) are currently forecast to possibly add to their reserves in 2020 without the 2.1% CPI escalator.

Conversely, As Food and Living Environment (see Page 25 of Attachment 3) still projects to incur a \$253,000 deficit in 2020 --- even with the 2.1% CPI escalator --- the Health District recommends continuing with those fee increases as approved in Resolution 2017-03.

It is important to note that the SHW reserves are intentional and are primarily the result of its main funding source, Kitsap County Solid Waste Tipping Fees. SHW reserves are intended to be cyclically built up and then spent over a 4-year period.

A comparison of the approved 2020 EH Fee Schedule vs. the proposed 2020 EH Fee Schedule is included in **Attachment 4**. Note that the column titled “Res. 2017-03 2020 Fee” depicts what all the fees will be if the 2.1% CPI escalator is added; the column titled “**Proposed** 2020 Fee” depicts what the fees will be if the Board elects to withhold the 2.1% CPI escalator from the DWOSS and SHW fees, only (see **red font** fees).

Draft Resolution 2019-06, Approving Amended Environmental Health Division Fee Schedule, is included in **Attachment 5** for your consideration.

Memo to Kitsap Public Health Board

November 5, 2019

Page 3

Recommendation Action

The Health District recommends Board approval of Resolution 2019-06, Approving Amended Environmental Health Division Fee Schedule.

Attachments (5)

Approving Environmental Health Division Fee Schedule

WHEREAS, the Kitsap Public Health Board is empowered by RCW 70.05.060(7) and RCW 70.46.120 to establish and charge fees for issuing or renewing licenses, permits, or for such other services as are authorized by law; and

WHEREAS, Board Budget Policy, Article XI, Budget Administration --- Fees, directs the Health District to recover the cost of services for fee related activities; and

WHEREAS, a fee schedule has been operative and essential to cover expenses incurred by the Environmental Health Division when conducting and maintaining programs that implement and enforce state public health laws and rules and local ordinances within Kitsap County; and

WHEREAS, the Environmental Health Division has not adjusted its base rate of \$109 per hour since 2009 and is projected to have an estimated budget deficit of up to \$591,000 for 2018 with the existing fee schedule; and

WHEREAS, the actual base hourly rate for the Environmental Health Division's service fee programs for 2018 is calculated to be \$145 per hour, and the Board wishes to phase-in service fee increases with respect to the base hourly rate over a two-year period in 2018 and 2019 so as not to unreasonably burden the public; and


WHEREAS, the Board wishes to keep the Environmental Health Division fee schedule current with annual market increases for years 2020 through 2026 by automatically adjusting fees each January 1, by the increase, if any, in the April Consumer Price Index - Urban Wage Earners and Clerical Workers Index for Seattle – Tacoma – Bremerton, for the previous year, rounded to the nearest \$5.

NOW, THEREFORE, BE IT RESOLVED that the Kitsap Public Health Board does authorize and approve Resolution 2017-03, Approving Environmental Health Division Fee Schedule, effective January 1, 2018, and until further notice.

CONFLICTING RESOLUTIONS: To the extent that the fee schedule described above is inconsistent with prior provisions of the Kitsap Public Health Board Resolutions, the prior provisions are hereby repealed.

APPROVED: December 5, 2017

EFFECTIVE: January 1, 2018



Commissioner Ed Wolfe, Chair
Kitsap Public Health Board



**KITSAP PUBLIC
HEALTH DISTRICT**

2019 BUDGET STATUS REPORT

September 2019

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
September 2019

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KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
BALANCE SHEET
As of 9/30/2019

	Beginning Balance 08/31/19	Current Activity	Ending Balance 9/30/2019
ASSETS			
Cash	\$ 135,893	\$ (3,191)	\$ 132,702
Investments	4,221,010	(292,928)	3,928,082
JDE Expenditure Clearing	(115,098)	1,496	(113,602)
Revenue Clearing	-	-	-
Unapplied Cash Receipts	1,767	-	1,767
Total Assets	\$ 4,243,572	\$ (294,623)	\$ 3,948,949

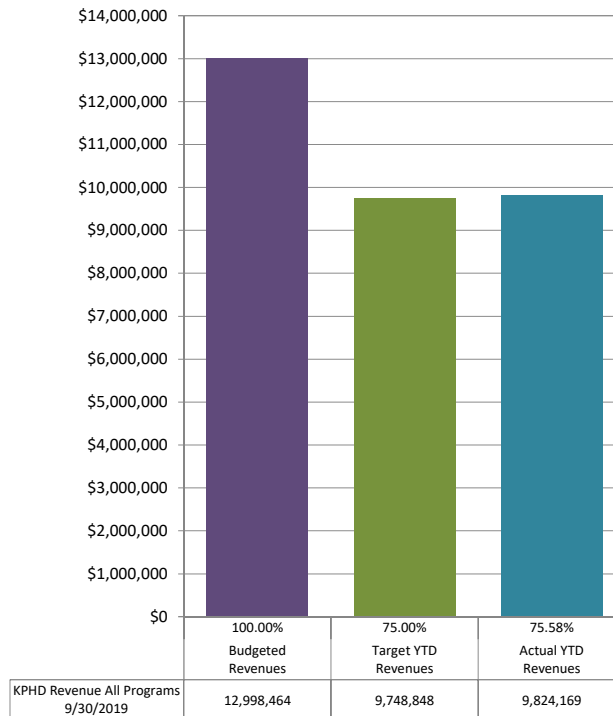
RESERVED FUNDS			
Foundational Public Health Services Reserve	\$ -	\$ -	\$ -
Drinking Water Reserve	100,323	-	100,323
KC SSWM Reserve	115,000	-	115,000
OSS Permitting Reserve	860,599	-	860,599
OSS Reserve for Training	1,578	-	1,578
SHW Reserve	491,771	-	491,771
Total Reserved Funds	\$ 1,569,270	\$ -	\$ 1,569,270

DESIGNATED FUNDS			
Unemployment Reserve	\$ 72,507	\$ -	\$ 72,507
Leave Liability Reserve	74,009	(9,625)	64,384
Insurance Ded/Copay Reserve	50,000	-	50,000
TB Reserve	163,320	-	163,320
Use/Sales Tax Reserve	1,431	15	1,446
State Vital Statistics Reserve	38,474	15,147	53,621
Total Designated Funds	\$ 399,742	\$ 5,537	\$ 405,279

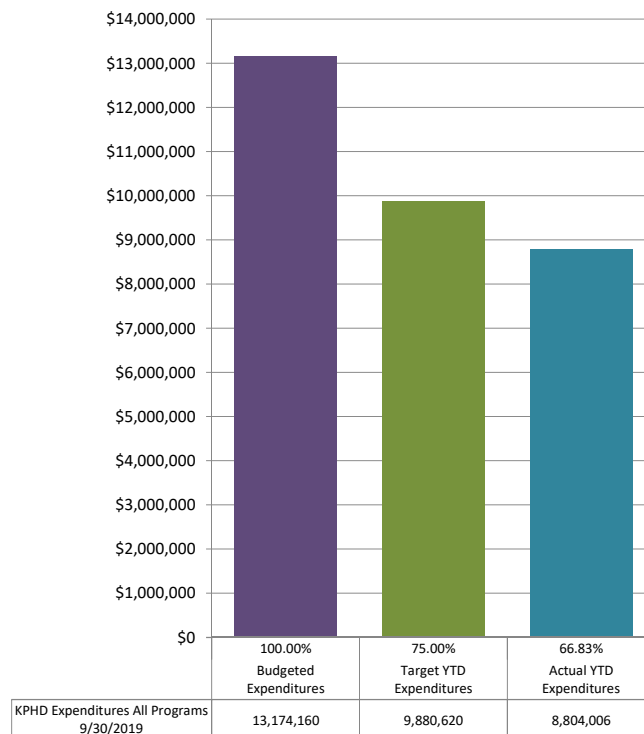
FUND BALANCE			
Current Month/YTD Revenue Over(Short) of Expenditures	\$ 1,320,326	\$ (300,160)	\$ 1,020,166
Unreserved Fund Balance	954,234	-	954,234
Total Fund Balance	\$ 4,243,572	\$ (294,623)	\$ 3,948,949

**KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT**

KPHD Revenue All Programs 9/30/2019



KPHD Expenditures All Programs 9/30/2019



KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
REVENUES & OTHER SOURCES OF FUNDS - SUMMARY
For the Month Ended 9/30/2019

REVENUES	BUDGET 2019	YTD ACTUAL 9/30/2019	% OF BUDGET TARGET 75.00%	REAL TIME 2019	VARIANCE- ORIG TO RT
CONTRACTS & GRANTS					
Admin Services: General Services	\$ -	\$ -	N/A	\$ -	\$ -
Admin Services: PHEPR & KCHP	722,772	483,917	66.95%	692,772	(30,000)
Community Health	1,790,698	1,463,506	81.73%	1,996,637	205,939
Environmental Health	511,838	367,452	71.79%	526,434	14,596
Total Contracts & Grants	\$ 3,025,308	\$ 2,314,875	76.52%	\$ 3,215,843	\$ 190,535
FEES					
Admin Services: General Services & Vital Statistics	\$ 148,000	\$ 116,680	78.84%	\$ 148,000	\$ -
Community Health	808,057	438,700	54.29%	615,507	(192,550)
Environmental Health	6,163,743	4,593,237	74.52%	6,314,193	150,450
Total Fees	\$ 7,119,800	\$ 5,148,617	72.31%	\$ 7,077,700	\$ (42,100)
GOVERNMENT CONTRIBUTIONS - GENERAL PUBLIC HEALTH					
Bainbridge Island	\$ 45,932	\$ 72,960	158.84%	\$ 72,960	\$ 27,028
Bremerton	44,245	46,476	105.04%	46,476	2,231
Kitsap County	1,299,655	1,003,983	77.25%	1,338,644	38,989
Kitsap County - TB Control	99,868	75,000	75.10%	99,868	-
Port Orchard	9,825	10,155	103.36%	10,155	330
Poulsbo	10,585	32,550	307.51%	32,550	21,965
DOH Public Health Assistance Funds	997,476	997,476	100.00%	997,476	-
Total Local Government Contributions	\$ 2,507,586	\$ 2,238,600	89.27%	\$ 2,598,129	\$ 90,543
GOVERNMENT CONTRIBUTIONS - NDGC MORTGAGE					
Bainbridge Island	\$ 5,487	\$ 5,487	100.00%	\$ 5,487	\$ -
Bremerton	9,364	9,364	100.00%	9,364	-
Kitsap County	39,776	29,832	75.00%	39,776	-
Port Orchard	3,195	3,195	100.00%	3,195	-
Poulsbo	2,448	2,448	100.00%	2,448	-
Total Local Government NDGC Mortgage	\$ 60,270	\$ 50,326	83.50%	\$ 60,270	\$ -
MISCELLANEOUS INCOME					
Interest Income	\$ 40,000	\$ 60,762	151.91%	\$ 40,000	\$ -
Other Income	245,500	10,989	4.48%	245,500	-
Total Miscellaneous Income	\$ 285,500	\$ 71,751	25.13%	\$ 285,500	\$ -
TOTAL REVENUES	\$ 12,998,464	\$ 9,824,169	75.58%	\$ 13,237,442	\$ 238,978
REVENUES OVER (SHORT) OF EXPENDITURES *	\$ (175,696)	\$ 1,020,163		\$ 560,532	\$ 736,228

* Includes use and reserve of designated and reserved funds.

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
EXPENDITURES & OTHER USES OF FUNDS - SUMMARY
For the Month Ended 9/30/2019

EXPENDITURES	BUDGET 2019	YTD ACTUAL 9/30/2019	% OF BUDGET TARGET 75.00%	REAL TIME 2019	VARIANCE- ORIG TO RT
PERSONNEL COSTS					
Salaries & Wages	\$ 7,284,654	\$ 5,096,138	69.96%	\$ 6,914,601	\$ (370,053)
Payroll Taxes	588,716	380,928	64.70%	562,666	(26,050)
Benefits	2,133,211	1,478,291	69.30%	2,012,145	(121,066)
Unemployment	43,419	-	0.00%	41,220	(2,199)
Subtotal Personnel Costs	\$ 10,050,000	\$ 6,955,357	69.21%	\$ 9,530,632	\$ (519,368)
NON-PERSONNEL COSTS					
Supplies	\$ 216,812	\$ 149,231	68.83%	\$ 234,812	\$ 18,000
Office Equipment <\$5,000	8,700	2,354	27.06%	8,700	-
Computer Software <\$5,000	17,896	12,293	68.69%	17,896	-
Computer Hardware <\$5,000	86,539	30,140	34.83%	87,739	1,200
Professional Services	741,663	481,730	64.95%	759,665	18,002
Legal Services	41,300	27,428	66.41%	41,300	-
Communications	137,153	78,223	57.03%	142,367	5,214
Travel & Mileage	103,268	66,212	64.12%	112,018	8,750
Parking & Commute Trip Reduction	27,588	20,154	73.05%	27,588	-
Advertising	7,000	4,651	66.44%	13,000	6,000
Rentals & Leases	67,860	62,649	92.32%	67,860	-
Insurance	157,676	164,258	104.17%	157,676	-
Utilities	3,000	1,326	44.20%	3,000	-
Repairs & Maintenance	133,232	86,547	64.96%	133,282	50
Operations & Maintenance: NDGC	341,399	255,831	74.94%	341,401	2
Training	116,110	38,515	33.17%	81,010	(35,100)
Miscellaneous	316,614	114,011	36.01%	316,614	-
Equipment >\$5,000	30,000	27,079	90.26%	30,000	-
Computer Software >\$5,000	16,000	-	0.00%	16,000	-
Computer Hardware >\$5,000	13,000	-	0.00%	13,000	-
Government Center Debt Principal	165,000	123,750	75.00%	165,000	-
Government Center Debt Interest	136,350	102,267	75.00%	136,350	-
Non-Expenditures	240,000	-	0.00%	240,000	-
Subtotal Non-Personnel Costs	\$ 3,124,160	\$ 1,848,649	59.17%	\$ 3,146,278	\$ 22,118
TOTAL EXPENDITURES	\$ 13,174,160	\$ 8,804,006	66.83%	\$ 12,676,910	\$ (497,250)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
ADMINISTRATIVE SERVICES
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
Fees					
Birth Certificates	\$ 85,000	\$ 70,978	83.50%	\$ 85,000	\$ -
Death Certificates	50,000	34,490	68.98%	50,000	-
Vital Statistics Postage & Handling	13,000	11,212	86.25%	13,000	-
Subtotal Vital Statistics	\$ 148,000	\$ 116,680	78.84%	\$ 148,000	\$ -
Other Revenues					
Bainbridge - NDGC	\$ 5,487	\$ 5,487	100.00%	\$ 5,487	\$ -
Bremerton - NDGC	9,364	9,364	100.00%	9,364	-
Kitsap County - NDGC	39,776	29,832	75.00%	39,776	-
Port Orchard - NDGC	3,195	3,195	100.00%	3,195	-
Poulsbo - NDGC	2,448	2,448	100.00%	2,448	-
Flex Court Restitution	1,650	880	53.33%	1,650	-
Cash Adjustments	-	(210)	N/A	-	-
Admin - Other	1,200	2,449	204.08%	1,200	-
Sale of Surplus Property	-	5,450	N/A	-	-
Expenditure Reimbursements	-	755	N/A	-	-
Miscellaneous Receipts	-	185	N/A	-	-
Cashiers' Over/Short	-	(100)	N/A	-	-
Interest	40,000	60,762	151.91%	40,000	-
Non-Revenue	242,650	1,580	0.65%	242,650	-
Subtotal Other Revenues	\$ 345,770	\$ 122,077	35.31%	\$ 345,770	\$ -
TOTAL REVENUES	\$ 493,770	\$ 238,757	48.35%	\$ 493,770	\$ -
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 1,825,207	\$ 1,251,543	68.57%	\$ 1,784,675	\$ (40,532)
Payroll Taxes	148,670	93,240	62.72%	145,506	(3,164)
Benefits	523,259	371,637	71.02%	518,062	(5,197)
Unemployment	10,900	-	0.00%	10,658	(242)
Subtotal Personnel Costs	\$ 2,508,036	\$ 1,716,420	68.44%	\$ 2,458,901	\$ (49,135)
Non-Personnel Costs					
Supplies	\$ 71,490	\$ 43,592	60.98%	\$ 71,490	\$ -
Office Equipment <\$5,000	3,000	2,354	78.47%	3,000	-
Computer Software <\$5,000	17,596	5,956	33.85%	17,596	-
Computer Hardware <\$5,000	26,575	9,738	36.64%	26,575	-
Professional Services	87,285	39,982	45.81%	85,431	(1,854)
Legal Services	20,000	14,753	73.77%	20,000	-
Communications	74,056	28,203	38.08%	78,910	4,854
Travel & Mileage	4,810	1,651	34.32%	4,810	-
Parking & Commute Trip Reduction	6,144	4,090	66.57%	6,144	-
Advertising	1,500	1,050	70.00%	1,500	-
Rentals & Leases	29,800	22,427	75.26%	29,800	-
Insurance	156,000	164,258	105.29%	156,000	-
Utilities	3,000	1,326	44.20%	3,000	-
Repairs & Maintenance	82,394	58,860	71.44%	82,444	50
Operations & Maintenance: NDGC	-	-	N/A	-	-
Training	20,800	6,103	29.34%	20,800	-
Miscellaneous	48,550	47,101	97.02%	48,550	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	16,000	-	0.00%	16,000	-
Computer Hardware >\$5,000	13,000	-	0.00%	13,000	-
Government Center Debt Interest	165,000	123,750	75.00%	165,000	-
Government Center Debt Principal	136,350	102,267	75.00%	136,350	-
Non-Expenditures*	240,000	-	0.00%	240,000	-
Subtotal Non-Personnel Costs	\$ 1,223,350	\$ 677,461	55.38%	\$ 1,226,400	\$ 3,050
TOTAL EXPENDITURES	\$ 3,731,386	\$ 2,393,881	64.16%	\$ 3,685,301	\$ (46,085)
Administrative Services Overhead	(3,199,114)	(2,155,124)	67.37%	(2,810,826)	-
TOTAL EXPENDITURES	\$ 532,272	\$ 238,757	44.86%	\$ 874,475	\$ (46,085)

2019 BUDGET STATUS REPORT
PUBLIC HEALTH EMERGENCY PREPAREDNESS AND RESPONSE PROGRAM
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DOH Con Con PHEPR LHJ Funding	\$ 295,345	\$ 196,544	66.55%	\$ 295,345	\$ -
PHEPR New Unassigned Revenue	-	-	N/A	-	-
Clean Water Kitsap	-	-	N/A	-	-
DIRECT PROGRAM REVENUES	\$ 295,345	\$ 196,544	66.55%	\$ 295,345	\$ -
Government Contributions	16,551	105,266	636.01%	20,564	3,843
TOTAL REVENUES	\$ 311,896	\$ 301,810	96.77%	\$ 315,909	\$ 3,843
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 141,201	\$ 143,107	101.35%	\$ 143,951	\$ 2,750
Payroll Taxes	11,461	10,614	92.61%	11,675	214
Benefits	45,833	43,844	95.66%	45,738	(95)
Unemployment	846	-	0.00%	862	16
Subtotal Personnel Costs	\$ 199,341	\$ 197,565	99.11%	\$ 202,226	\$ 2,885
Non-Personnel Costs					
Supplies	\$ 1,500	\$ 285	19.00%	\$ 1,500	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	300	-	0.00%	300	-
Computer Hardware <\$5,000	-	353	N/A	-	-
Professional Services	-	-	N/A	-	-
Legal Services	1,500	188	12.53%	1,500	-
Communications	3,596	2,326	64.68%	3,596	-
Travel & Mileage	1,619	1,382	85.36%	1,619	-
Parking & Commute Trip Reduction	-	-	N/A	-	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	275	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	-	211	N/A	-	-
Operations & Maintenance: NDGC	9,804	9,409	95.97%	10,762	958
Training	5,800	3,131	53.98%	5,800	-
Miscellaneous	-	587	N/A	-	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 24,119	\$ 18,147	75.24%	\$ 25,077	\$ 958
PROGRAM EXPENDITURES	\$ 223,460	\$ 215,712	96.53%	\$ 227,303	\$ 3,843
Administrative Services Overhead	88,436	86,098	97.36%	88,606	-
TOTAL EXPENDITURES	\$ 311,896	\$ 301,810	96.77%	\$ 315,909	\$ 3,843

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
KITSAP COUNTY HEALTH PRIORITIES
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
KCHP Kitsap Connects - 1/10 of 1%	\$ 380,105	\$ 229,322	60.33%	\$ 350,105	\$ (30,000)
DSHS Medicaid Match - Kitsap Connect	17,322	7,614	43.96%	17,322	-
Bremerton Salvation Army Services	30,000	16,406	54.69%	30,000	-
KCHP Process Funding	-	31,000	N/A	-	-
KCF Distribution	-	1,077	N/A	-	-
KCF Heal Initiative	-	1,500	N/A	-	-
Reimbursed Expenditures	-	454	N/A	-	-
DIRECT PROGRAM REVENUES	\$ 427,427	\$ 287,373	67.23%	\$ 397,427	\$ (30,000)
Government Contributions	154,753	93,611	60.49%	146,971	(2,587)
TOTAL REVENUES	\$ 582,180	\$ 380,984	65.44%	\$ 544,398	\$ (32,587)
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 225,294	\$ 145,572	64.61%	\$ 202,130	\$ (23,164)
Payroll Taxes	17,530	10,947	62.45%	15,662	(1,868)
Benefits	52,635	42,021	79.83%	45,218	(7,417)
Unemployment	1,351	-	0.00%	1,213	(138)
Subtotal Personnel Costs	\$ 296,810	\$ 198,540	66.89%	\$ 264,223	\$ (32,587)
Non-Personnel Costs					
Supplies	\$ 9,040	\$ 1,108	12.26%	\$ 9,040	\$ -
Office Equipment	-	-	N/A	-	-
Computer Software	-	196	N/A	-	-
Computer Hardware	2,000	-	0.00%	2,000	-
Professional Services	141,674	84,648	59.75%	141,674	-
Legal Services	-	-	N/A	-	-
Communications	2,940	2,162	73.54%	2,940	-
Travel & Mileage	2,000	1,107	55.35%	2,000	-
Parking & Commute Trip Reduction	-	603	N/A	-	-
Advertising	-	275	N/A	-	-
Rentals & Leases	4,800	3,103	64.65%	4,800	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	1,000	810	81.00%	1,000	-
Operations & Maintenance: NDGC	-	-	N/A	-	-
Training	800	1,513	189.13%	800	-
Miscellaneous	-	397	N/A	-	-
Equipment	-	-	N/A	-	-
Computer Software	-	-	N/A	-	-
Computer Hardware	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 164,254	\$ 95,922	58.40%	\$ 164,254	\$ -
Administrative Services Overhead	121,116	-	0.00%	-	(121,116)
Administrative Services Overhead	-	86,522	N/A	115,921	115,921
TOTAL EXPENDITURES W/OVERHEAD DISTRIBUTED	\$ 285,370	\$ 182,444	63.93%	\$ 280,175	\$ (5,195)
TOTAL EXPENDITURES	\$ 582,180	\$ 380,984	65.44%	\$ 544,398	\$ (32,587)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
COMMUNITY HEALTH DIVISION
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DIRECT PROGRAM REVENUES	\$ 2,698,623	\$ 1,977,206	73.27%	\$ 2,712,012	\$ 13,389
Government Contributions	2,408,102	1,467,627	60.95%	1,939,033	(469,069)
Draws from Reserves	(26,808)	(24,291)	90.61%	(22,830)	3,978
TOTAL REVENUES	\$ 5,079,917	\$ 3,420,542	67.33%	\$ 4,628,215	\$ (451,702)
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 2,233,824	\$ 1,503,249	67.29%	\$ 2,013,784	\$ (220,040)
Payroll Taxes	181,696	112,105	61.70%	164,016	(17,680)
Benefits	647,111	425,567	65.76%	587,986	(59,125)
Unemployment	13,306	-	0.00%	12,004	(1,302)
Subtotal Personnel Costs	\$ 3,075,937	\$ 2,040,921	66.35%	\$ 2,777,790	\$ (298,147)
Non-Personnel Costs					
Supplies	\$ 91,900	\$ 79,993	87.04%	\$ 109,900	\$ 18,000
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	815	N/A	-	-
Computer Hardware <\$5,000	21,261	13,318	62.64%	22,461	1,200
Professional Services	416,560	295,870	71.03%	431,560	15,000
Legal Services	1,100	994	90.36%	1,100	-
Communications	26,305	20,411	77.59%	26,665	360
Travel & Mileage	40,650	28,614	70.39%	49,400	8,750
Parking & Commute Trip Reduction	11,292	8,035	71.16%	11,292	-
Advertising	-	3,326	N/A	6,000	6,000
Rentals & Leases	28,300	34,287	121.16%	28,300	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	21,420	17,781	83.01%	21,420	-
Operations & Maintenance: NDGC	142,796	102,680	71.91%	134,056	(8,740)
Training	64,300	14,021	21.81%	29,200	(35,100)
Miscellaneous	4,210	10,440	247.98%	4,210	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal NON-LABOR COSTS	\$ 870,094	\$ 630,585	72.47%	\$ 875,564	\$ 5,470
PROGRAM EXPENDITURES	\$ 3,946,031	\$ 2,671,506	67.70%	\$ 3,653,354	\$ (292,677)
Administrative Services Overhead	1,113,794	733,159	65.83%	954,679	(159,115)
Community Health Overhead	20,092	15,877	79.02%	20,182	90
TOTAL EXPENDITURES	\$ 5,079,917	\$ 3,420,542	67.33%	\$ 4,628,215	\$ (451,702)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
COMMUNITY HEALTH DIVISION ADMINISTRATION
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DSHS Medicaid Match - CH Admin	\$ 4,895	\$ 11,773	240.51%	\$ 7,531	\$ 2,636
Olympic College Teaching Contract	2,493	2,493	100.00%	2,493	-
OCH CBOSS DSRIP	-	49,476	N/A	49,476	49,476
TOTAL REVENUES	\$ 7,388	\$ 63,742	862.78%	\$ 59,500	\$ 52,112
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 67,503	\$ 63,630	94.26%	\$ 149,099	\$ 81,596
Payroll Taxes	5,434	4,645	85.48%	11,981	6,547
Benefits	21,093	19,560	92.73%	43,546	22,453
Unemployment	404	-	0.00%	890	486
Subtotal Personnel Costs	\$ 94,434	\$ 87,835	93.01%	\$ 205,516	\$ 111,082
Non-Personnel Costs					
Supplies	\$ 2,000	\$ 973	48.65%	\$ 2,000	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	-	N/A	-	-
Computer Hardware <\$5,000	1,800	-	0.00%	1,800	-
Professional Services	-	626	N/A	-	-
Legal Services	600	-	0.00%	600	-
Communications	2,212	1,783	80.61%	2,212	-
Travel & Mileage	6,900	199	2.88%	6,900	-
Parking & Commute Trip Reduction	-	-	N/A	-	-
Advertising	-	45	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	-	33	N/A	-	-
Operations & Maintenance: NDGC	-	-	N/A	-	-
Training	4,700	720	15.32%	4,700	-
Miscellaneous	660	759	115.00%	660	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 18,872	\$ 5,138	27.23%	\$ 18,872	\$ -
PROGRAM EXPENDITURES	\$ 113,306	\$ 92,973	82.05%	\$ 224,388	\$ 111,082
Community Health Overhead	(110,813)	(29,231)	26.38%	(164,888)	-
TOTAL EXPENDITURES	\$ 2,493	\$ 63,742	2556.84%	\$ 59,500	\$ 111,082

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
ASSESSMENT AND EPIDEMIOLOGY PROGRAM
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET	REAL TIME	VARIANCE-
	2019	9/30/2019	TARGET 75.00%	2019	ORIG TO RT
REVENUES					
Clallam County Assessment Work	\$ 34,770	\$ 374	1.08%	\$ 34,770	\$ -
Jefferson County Health Department	14,400	376	2.61%	14,400	-
KCR Kitsap Interagency Coordinating Council	6,000	8,187	136.45%	6,000	-
Kitsap Mental Health Services	3,000	3,227	107.57%	3,000	-
OESD Behavioral Health Counseling Enhancement	10,988	6,869	62.51%	10,988	-
OCH Epidemiology Support	140,000	86,757	61.97%	140,000	-
KCF Kitsap Strong Initiative	37,000	42,984	116.17%	37,000	-
Jefferson County CHA-CHIP	-	23,081	N/A	30,000	30,000
Kitsap County 1/10th of 1% Evaluation	40,000	21,228	53.07%	40,000	-
Jefferson County Assessment	-	3,117	N/A	-	-
Clallam County Assessment Work	-	9,388	N/A	-	-
OCH Oral Health	-	-	N/A	25,000	25,000
KCHP Process Funding	-	-	N/A	-	-
New Unassigned Revenue	30,000	-	0.00%	-	(30,000)
DIRECT PROGRAM REVENUES	\$ 316,158	\$ 205,588	65.03%	\$ 341,158	\$ 25,000
Government Contributions	293,750	196,840	67.01%	303,933	(16,600)
TOTAL REVENUES	\$ 609,908	\$ 402,428	65.98%	\$ 645,091	\$ 8,400
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 291,945	\$ 188,263	64.49%	\$ 288,471	\$ (3,474)
Payroll Taxes	23,724	14,233	59.99%	23,482	(242)
Benefits	74,365	54,809	73.70%	83,441	9,076
Unemployment	1,750	-	0.00%	1,730	(20)
Subtotal Personnel Costs	\$ 391,784	\$ 257,305	65.68%	\$ 397,124	\$ 5,340
Non-Personnel Costs					
Supplies	\$ 600	\$ 595	99.17%	\$ 600	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	649	N/A	-	-
Computer Hardware <\$5,000	3,200	4,226	132.06%	4,400	1,200
Professional Services	-	-	N/A	-	-
Legal Services	-	568	N/A	-	-
Communications	2,772	1,947	70.24%	2,772	-
Travel & Mileage	3,600	2,000	55.56%	3,600	-
Parking & Commute Trip Reduction	5,508	4,256	77.27%	5,508	-
Advertising	-	45	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	1,100	-	0.00%	1,100	-
Operations & Maintenance: NDGC	19,269	13,942	72.35%	21,129	1,860
Training	8,000	840	10.50%	8,000	-
Miscellaneous	350	27	7.71%	350	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 44,399	\$ 29,095	65.53%	\$ 47,459	\$ 3,060
TOTAL EXPENDITURES	\$ 436,183	\$ 286,400	65.66%	\$ 444,583	\$ 8,400
Administrative Services Overhead	173,725	112,132	64.55%	174,157	-
Community Health Overhead	-	3,896	N/A	26,351	-
TOTAL EXPENDITURES	\$ 609,908	\$ 402,428	65.98%	\$ 645,091	\$ 8,400

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
HEALTHY COMMUNITIES SUMMARY
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET	REAL TIME	VARIANCE-
	2019	9/30/2019	TARGET	2019	ORIG TO RT
			75.00%		
REVENUES					
DIRECT PROGRAM REVENUES	\$ 1,223,490	\$ 874,540	71.48%	\$ 1,227,657	\$ 4,167
Government Contributions	1,166,232	676,679	58.02%	767,413	(398,819)
TOTAL REVENUES	\$ 2,389,722	\$ 1,551,219	64.91%	\$ 1,995,070	\$ (394,652)
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 979,156	\$ 621,708	63.49%	\$ 766,236	\$ (212,920)
Payroll Taxes	79,511	45,997	57.85%	62,382	(17,129)
Benefits	256,143	181,559	70.88%	217,378	(38,765)
Unemployment	5,825	-	0.00%	4,565	(1,260)
Subtotal Personnel Costs	\$ 1,320,635	\$ 849,264	64.31%	\$ 1,050,561	\$ (270,074)
Non-Personnel Costs					
Supplies	\$ 6,000	\$ 6,646	110.77%	\$ 6,000	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	95	N/A	-	-
Computer Hardware <\$5,000	2,000	3,437	171.85%	2,000	-
Professional Services	291,660	215,944	74.04%	282,660	(9,000)
Legal Services	-	374	N/A	-	-
Communications	11,488	7,290	63.46%	11,848	360
Travel & Mileage	20,000	8,591	42.96%	20,250	250
Parking & Commute Trip Reduction	4,320	2,689	62.25%	4,320	-
Advertising	-	3,191	N/A	6,000	6,000
Rentals & Leases	-	120	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	13,580	12,930	95.21%	13,580	-
Operations & Maintenance: NDGC	64,953	43,849	67.51%	55,861	(9,092)
Training	9,000	5,621	62.46%	9,000	-
Miscellaneous	2,100	8,216	391.24%	2,100	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal NON-LABOR COSTS	\$ 425,101	\$ 318,993	75.04%	\$ 413,619	\$ (11,482)
PROGRAM EXPENDITURES	\$ 1,745,736	\$ 1,168,257	66.92%	\$ 1,464,180	\$ (281,556)
Administrative Services Overhead	585,691	370,104	63.19%	461,043	(124,648)
Community Health Overhead	58,295	12,858	22.06%	69,847	11,552
TOTAL EXPENDITURES	\$ 2,389,722	\$ 1,551,219	64.91%	\$ 1,995,070	\$ (394,652)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
CHRONIC DISEASE PREVENTION
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DOH ConCon DSHS SNAP-Ed IAR	\$ 83,000	\$ 48,535	58.48%	\$ 83,000	\$ -
DOH ConCon DSHS SNAP-Ed FINI	82,110	44,198	53.83%	82,110	-
DOH ConCon LSPAN	-	20,959	N/A	75,000	75,000
DOH PHBG Tobacco Prevention	33,333	-	0.00%	-	(33,333)
DOH PHBG Tobacco Prevention	40,000	37,778	94.45%	38,000	(2,000)
DOH Youth Tobacco & Vapor Prevention	68,978	51,536	74.71%	73,478	4,500
DOH Youth Marijuana Prevention	226,260	198,317	87.65%	226,260	-
CDP Other	-	-	N/A	-	-
New Unassigned Revenue	10,000	-	0.00%	-	(10,000)
DIRECT PROGRAM REVENUES	\$ 543,681	\$ 401,323	73.82%	\$ 577,848	\$ 34,167
Government Contributions	291,087	239,991	82.45%	266,305	(31,356)
TOTAL REVENUES	\$ 834,768	\$ 641,314	76.83%	\$ 844,153	\$ 2,811
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 299,878	\$ 215,672	71.92%	\$ 289,897	\$ (9,981)
Payroll Taxes	24,376	15,631	64.12%	23,624	(752)
Benefits	77,186	68,569	88.84%	82,833	5,647
Unemployment	1,793	-	0.00%	1,735	(58)
Subtotal Personnel Costs	\$ 403,233	\$ 299,872	74.37%	\$ 398,089	\$ (5,144)
Non-Personnel Costs					
Supplies	\$ 1,000	\$ 3,878	387.80%	\$ 1,000	\$ -
Office Equipment	-	-	N/A	-	-
Computer Software <\$5,000	-	95	N/A	-	-
Computer Hardware <\$5,000	2,000	3,339	166.95%	2,000	-
Professional Services	200,950	172,257	85.72%	200,950	-
Legal Services	-	-	N/A	-	-
Communications	2,769	2,162	78.08%	3,129	360
Travel & Mileage	4,000	1,728	43.20%	4,250	250
Parking & Commute Trip Reduction	288	237	82.29%	288	-
Advertising	-	3,191	N/A	6,000	6,000
Rentals & Leases	-	120	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	-	236	N/A	-	-
Operations & Maintenance: NDGC	19,832	15,499	78.15%	21,177	1,345
Training	4,000	2,481	62.03%	4,000	-
Miscellaneous	200	997	498.50%	200	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 235,039	\$ 206,220	87.74%	\$ 242,994	\$ 7,955
PROGRAM EXPENDITURES	\$ 638,272	\$ 506,092	79.29%	\$ 641,083	\$ 2,811
Administrative Services Overhead	178,703	130,682	73.13%	175,318	-
Community Health Overhead	17,793	4,540	25.52%	27,752	-
TOTAL EXPENDITURES	\$ 834,768	\$ 641,314	76.83%	\$ 844,153	\$ 2,811

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
NURSE FAMILY PARTNERSHIP
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
Jefferson County Public Health - Thrive by Five	\$ 192,157	\$ 128,388	66.81%	\$ 192,157	\$ -
CC MCHBG	79,927	-	0.00%	79,927	-
Kitsap County 1/10th of 1% - NFP	127,828	116,208	90.91%	139,128	11,300
DSHS Medicaid Match	23,724	10,428	43.96%	23,724	-
NFP Donation	-	2,835	N/A	-	-
KCF Healthy Start Kitsap	2,000	-	0.00%	2,000	-
New Unassigned Revenue	11,300	-	0.00%	-	(11,300)
DIRECT PROGRAM REVENUES	\$ 436,936	\$ 257,859	59.02%	\$ 436,936	\$ -
Government Contributions	164,663	265,603	161.30%	177,142	5,209
TOTAL REVENUES	\$ 601,599	\$ 523,462	87.01%	\$ 614,078	\$ 5,209
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 241,640	\$ 227,823	94.28%	\$ 244,685	\$ 3,045
Payroll Taxes	19,658	17,259	87.80%	19,895	237
Benefits	64,579	63,192	97.85%	64,970	391
Unemployment	1,430	-	0.00%	1,449	19
Subtotal Personnel Costs	\$ 327,307	\$ 308,274	94.18%	\$ 330,999	\$ 3,692
Non-Personnel Costs					
Supplies	\$ 2,000	\$ 1,649	82.45%	\$ 2,000	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	-	N/A	-	-
Computer Hardware <\$5,000	-	-	N/A	-	-
Professional Services	78,710	41,537	52.77%	78,710	-
Legal Services	-	-	N/A	-	-
Communications	2,940	605	20.58%	2,940	-
Travel & Mileage	8,000	4,936	61.70%	8,000	-
Parking & Commute Trip Reduction	2,592	1,834	70.76%	2,592	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	2,293	1,891	82.47%	2,293	-
Operations & Maintenance: NDGC	16,098	16,003	99.41%	17,615	1,517
Training	1,000	1,235	123.50%	1,000	-
Miscellaneous	1,000	6,487	648.70%	1,000	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 114,633	\$ 76,177	66.45%	\$ 116,150	\$ 1,517
PROGRAM EXPENDITURES	\$ 441,940	\$ 384,451	86.99%	\$ 447,149	\$ 5,209
Administrative Services Overhead	145,208	134,344	92.52%	145,049	-
Community Health Overhead	14,451	4,667	32.30%	21,880	-
TOTAL EXPENDITURES	\$ 601,599	\$ 523,462	87.01%	\$ 614,078	\$ 5,209

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
PARENT CHILD HEALTH
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE- ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DOH Con Con MCGBG/MCH	\$ 79,927	\$ 103,938	130.04%	\$ 79,927	\$ -
DSHS Medicaid Match - PCH	41,046	19,976	48.67%	41,046	-
DOH Con Con Lead Environments - Children	-	1,000	N/A	-	-
DSHS Title Nineteen MSS First Steps	60,000	25,364	42.27%	30,000	(30,000)
DSHS Workfirst Children With Special Needs	2,000	1,950	97.50%	2,000	-
Harrison Medical Center - New Parent Support	-	14,918	N/A	-	-
Jefferson County - Nightingale Notes	1,650	3,572	216.48%	1,650	-
Kitsap County 1/10th of 1% - PCH	-	3,678	N/A	-	-
KCR Headstart	2,500	-	0.00%	2,500	-
Mason County - Nightingale Notes	1,000	-	0.00%	1,000	-
PCH Donations	-	-	N/A	-	-
OESD Head Start/Early Headstart Expansion	54,750	40,677	74.30%	54,750	-
Child Care Center Fees	-	285	N/A	-	-
Other - PCH	-	-	N/A	-	-
DIRECT PROGRAM REVENUES	\$ 242,873	\$ 215,358	88.67%	\$ 212,873	\$ (30,000)
Government Contributions	710,482	171,085	24.08%	323,966	(259,576)
TOTAL REVENUES	\$ 953,355	\$ 386,443	40.54%	\$ 536,839	\$ (289,576)
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 437,638	\$ 178,213	40.72%	\$ 231,654	\$ (205,984)
Payroll Taxes	35,477	13,107	36.95%	18,863	(16,614)
Benefits	114,378	49,798	43.54%	69,575	(44,803)
Unemployment	2,602	-	0.00%	1,381	(1,221)
Subtotal Personnel Costs	\$ 590,095	\$ 241,118	40.86%	\$ 321,473	\$ (268,622)
Non-Personnel Costs					
Supplies	\$ 3,000	\$ 1,119	37.30%	\$ 3,000	\$ -
Office Equipment	-	-	N/A	-	-
Computer Software	-	-	N/A	-	-
Computer Hardware	-	98	N/A	-	-
Professional Services	12,000	2,150	17.92%	3,000	(9,000)
Legal Services	-	374	N/A	-	-
Communications	5,779	4,523	78.27%	5,779	-
Travel & Mileage	8,000	1,927	24.09%	8,000	-
Parking & Commute Trip Reduction	1,440	618	42.92%	1,440	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	11,287	10,803	95.71%	11,287	-
Operations & Maintenance: NDGC	29,023	12,347	42.54%	17,069	(11,954)
Training	4,000	1,905	47.63%	4,000	-
Miscellaneous	900	732	81.33%	900	-
Equipment	-	-	N/A	-	-
Computer Software	-	-	N/A	-	-
Computer Hardware	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 75,429	\$ 36,596	48.52%	\$ 54,475	\$ (20,954)
PROGRAM EXPENDITURES	\$ 665,524	\$ 277,714	41.73%	\$ 375,948	\$ (289,576)
Administrative Services Overhead	261,780	105,078	40.14%	140,676	-
Community Health Overhead	26,051	3,651	14.01%	20,215	-
TOTAL EXPENDITURES	\$ 953,355	\$ 386,443	40.54%	\$ 536,839	\$ (289,576)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
CLINICAL SERVICES SUMMARY (No HIV)
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DIRECT PROGRAM REVENUES	\$ 406,677	\$ 378,693	93.12%	\$ 377,291	\$ (29,386)
Government Contributions	888,036	493,368	55.56%	874,135	(13,901)
Draw from (Increase) Reserves	(26,808)	(24,291)	90.61%	(22,830)	3,978
TOTAL REVENUES	\$ 1,327,846	\$ 863,647	65.04%	\$ 1,248,778	\$ (79,068)
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 527,602	\$ 355,549	67.39%	\$ 476,014	\$ (51,588)
Payroll Taxes	42,886	26,556	61.92%	38,768	(4,118)
Benefits	161,672	97,866	60.53%	136,989	(24,683)
Unemployment	3,126	-	0.00%	2,820	(306)
Subtotal Personnel Costs	\$ 735,286	\$ 479,971	65.28%	\$ 654,591	\$ (80,695)
Non-Personnel Costs					
Supplies	\$ 61,300	\$ 52,242	85.22%	\$ 79,300	\$ 18,000
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	71	N/A	-	-
Computer Hardware <\$5,000	8,861	1,131	12.76%	8,861	-
Professional Services	124,900	67,503	54.05%	133,900	9,000
Legal Services	-	-	N/A	-	-
Communications	5,698	4,683	82.19%	5,698	-
Travel & Mileage	1,650	2,853	172.91%	1,650	-
Parking & Commute Trip Reduction	-	162	N/A	-	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	6,740	4,818	71.48%	6,740	-
Operations & Maintenance: NDGC	32,320	24,096	74.55%	32,042	(278)
Training	10,100	2,703	26.76%	5,000	(5,100)
Miscellaneous	600	1,189	198.17%	600	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal NON-LABOR COSTS	\$ 252,169	\$ 161,451	64.02%	\$ 273,791	\$ 21,622
PROGRAM EXPENDITURES	\$ 987,455	\$ 641,422	64.96%	\$ 928,382	\$ (59,073)
Administrative Services Overhead	291,347	199,421	68.45%	262,371	-
Community Health Overhead	49,044	22,804	46.50%	58,025	-
TOTAL EXPENDITURES	\$ 1,327,846	\$ 863,647	65.04%	\$ 1,248,778	\$ (59,073)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
CLINIC ADMINISTRATION
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DSHS Medicaid Match - CL Admin	\$ 4,519	\$ 1,986	43.95%	\$ 4,519	\$ -
TOTAL REVENUES	\$ 4,519	\$ 1,986	43.95%	\$ 4,519	\$ -
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 59,846	\$ 16,981	28.37%	\$ 40,914	\$ (18,932)
Payroll Taxes	4,858	1,283	26.41%	3,341	(1,517)
Benefits	13,074	4,103	31.38%	7,869	(5,205)
Unemployment	358	-	0.00%	244	(114)
Subtotal Personnel Costs	\$ 78,136	\$ 22,367	28.63%	\$ 52,368	\$ (25,768)
Non-Personnel Costs					
Supplies	\$ 500	\$ 139	27.80%	\$ 500	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	-	N/A	-	-
Computer Hardware <\$5,000	2,600	1,131	43.50%	2,600	-
Professional Services	-	-	N/A	-	-
Legal Services	-	-	N/A	-	-
Communications	2,076	886	42.68%	2,076	-
Travel & Mileage	-	137	N/A	-	-
Parking & Commute Trip Reduction	-	-	N/A	-	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	-	-	N/A	-	-
Operations & Maintenance: NDGC	-	-	N/A	-	-
Training	10,100	-	0.00%	5,000	(5,100)
Miscellaneous	-	130	N/A	-	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 15,276	\$ 2,423	15.86%	\$ 10,176	\$ (5,100)
PROGRAM EXPENDITURES	\$ 93,412	\$ 24,790	26.54%	\$ 62,544	\$ (30,868)
Community Health Overhead	-	-	N/A	-	-
Clinic Overhead Distributed	(88,893)	(22,804)	25.65%	(58,025)	-
TOTAL EXPENDITURES	\$ 4,519	\$ 1,986	43.95%	\$ 4,519	\$ (30,868)

KITSAP PUBLIC HEALTH DISTRICT

2019 BUDGET STATUS REPORT

IMMUNIZATION PROGRAM

For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DOH Con Con AFIX Immunization	\$ 27,500	\$ 22,685	82.49%	\$ 27,500	\$ -
DOH Con Con FA317 Immunization FED	-	-	N/A	-	-
DOH Con Con VFC Immunization FED	-	-	N/A	-	-
DOH Con Con PPHF Ops Peri Hep B	-	830	N/A	-	-
DOH Con Con Increasing Imm Rates - Promo	-	16,134	N/A	16,000	16,000
DOH Con Con - PPHF 317 Ops	-	-	N/A	-	-
DSHS Medicaid Match - IMM	9,038	3,972	43.95%	9,038	-
DSHS Title Nineteen - IMM	3,500	889	25.40%	3,500	-
Foundational Public Health Services Funding	-	73,673	N/A	-	-
Fees - IMM	10,000	13,967	139.67%	10,000	-
Fees - IMM Insurance	15,000	14,691	97.94%	15,000	-
New Unassigned Revenue	16,000	-	0.00%	-	(16,000)
DIRECT PROGRAM REVENUES	\$ 81,038	\$ 146,841	181.20%	\$ 81,038	\$ -
Government Contributions	138,495	82,801	59.79%	136,932	2,861
TOTAL REVENUES	\$ 219,533	\$ 229,642	104.60%	\$ 217,970	\$ 2,861
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 91,200	\$ 94,408	103.52%	\$ 80,932	\$ (10,268)
Payroll Taxes	7,153	6,973	97.48%	6,310	(843)
Benefits	26,198	29,151	111.27%	22,517	(3,681)
Unemployment	518	-	0.00%	457	(61)
Subtotal Personnel Costs	\$ 125,069	\$ 130,532	104.37%	\$ 110,216	\$ (14,853)
Non-Personnel Costs					
Supplies	\$ 12,000	\$ 21,148	176.23%	\$ 30,000	\$ 18,000
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	71	N/A	-	-
Computer Hardware <\$5,000	4,094	-	0.00%	4,094	-
Professional Services	-	1,034	N/A	-	-
Legal Services	-	-	N/A	-	-
Communications	346	1,221	352.89%	346	-
Travel & Mileage	500	2,261	452.20%	500	-
Parking & Commute Trip Reduction	-	6	N/A	-	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	500	-	0.00%	500	-
Operations & Maintenance: NDGC	6,151	7,127	115.87%	5,865	(286)
Training	-	717	N/A	-	-
Miscellaneous	600	160	26.67%	600	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 24,191	\$ 33,745	139.49%	\$ 41,905	\$ 17,714
PROGRAM EXPENDITURES	\$ 149,260	\$ 164,277	110.06%	\$ 152,121	\$ 2,861
Administrative Services Overhead	55,421	56,885	102.64%	48,161	-
Community Health Overhead	5,523	1,976	35.78%	6,963	-
Clinic Overhead	9,329	6,504	69.72%	10,725	-
TOTAL EXPENDITURES	\$ 219,533	\$ 229,642	104.60%	\$ 217,970	\$ 2,861

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
HEALTH INSURANCE NAVIGATOR (IPA)
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
WA Health Benefit Exchange In-Person Assister	\$ 35,706	\$ 42,537	119.13%	\$ 35,706	\$ -
DSHS Medicaid Match	828	-	0.00%	828	-
DIRECT PROGRAM REVENUES	\$ 36,534	\$ 42,537	116.43%	\$ 36,534	\$ -
Government Contributions	(15,928)	(17,472)	109.69%	(17,788)	1,997
TOTAL REVENUES	\$ 20,606	\$ 25,065	121.64%	\$ 18,746	\$ 1,997
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 5,344	\$ 4,925	92.16%	\$ 727	\$ (4,617)
Payroll Taxes	443	353	79.68%	59	(384)
Benefits	1,839	1,719	93.47%	190	(1,649)
Unemployment	32	-	0.00%	4	(28)
Subtotal Personnel Costs	\$ 7,658	\$ 6,997	91.37%	\$ 980	\$ (6,678)
Non-Personnel Costs					
Supplies	\$ 500	\$ -	0.00%	\$ 500	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	-	N/A	-	-
Computer Hardware <\$5,000	1,200	-	0.00%	1,200	-
Professional Services	6,000	14,148	235.80%	15,000	9,000
Legal Services	-	-	N/A	-	-
Communications	-	57	N/A	-	-
Travel & Mileage	250	-	0.00%	250	-
Parking & Commute Trip Reduction	-	-	N/A	-	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	-	-	N/A	-	-
Operations & Maintenance: NDGC	377	359	95.23%	52	(325)
Training	-	-	N/A	-	-
Miscellaneous	-	-	N/A	-	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 8,327	\$ 14,564	174.90%	\$ 17,002	\$ 8,675
PROGRAM EXPENDITURES	\$ 15,985	\$ 21,561	134.88%	\$ 17,982	\$ 1,997
Administrative Services Overhead	3,679	3,049	82.88%	515	-
Community Health Overhead	345	106	30.72%	49	-
Clinic Overhead	597	349	58.46%	200	-
TOTAL EXPENDITURES	\$ 20,606	\$ 25,065	121.64%	\$ 18,746	\$ 1,997

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
SEXUALLY TRANSMITTED INFECTIONS
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE- ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DOH ConCon HIV Prevention-State	\$ 40,000	\$ 26,550	66.38%	\$ 40,000	\$ -
DSHS Medicaid Match	23,272	10,229	43.95%	23,272	-
Foundational Public Health Services - Restricted	-	-	N/A	-	-
SHW Tipping Fees - Needle Exchange	89,250	40,000	44.82%	40,000	(49,250)
DIRECT PROGRAM REVENUES	\$ 152,522	\$ 76,779	50.34%	\$ 103,272	\$ (49,250)
Government Contributions	453,169	229,076	50.55%	298,549	(86,961)
TOTAL REVENUES	\$ 605,691	\$ 305,855	50.50%	\$ 401,821	\$ (136,211)
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 210,740	\$ 108,901	51.68%	\$ 120,444	\$ (90,296)
Payroll Taxes	17,264	8,184	47.41%	9,890	(7,374)
Benefits	66,196	26,871	40.59%	33,962	(32,234)
Unemployment	1,258	-	0.00%	719	(539)
Subtotal Personnel Costs	\$ 295,458	\$ 143,956	48.72%	\$ 165,015	\$ (130,443)
Non-Personnel Costs					
Supplies	\$ 45,000	\$ 30,406	67.57%	\$ 45,000	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	-	N/A	-	-
Computer Hardware <\$5,000	600	-	0.00%	600	-
Professional Services	78,600	46,372	59.00%	78,600	-
Legal Services	-	-	N/A	-	-
Communications	1,172	1,160	98.98%	1,172	-
Travel & Mileage	200	212	106.00%	200	-
Parking & Commute Trip Reduction	-	-	N/A	-	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	4,380	2,998	68.45%	4,380	-
Operations & Maintenance: NDGC	14,531	8,119	55.87%	8,763	(5,768)
Training	-	544	N/A	-	-
Miscellaneous	-	-	N/A	-	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 144,483	\$ 89,811	62.16%	\$ 138,715	\$ (5,768)
PROGRAM EXPENDITURES	\$ 439,941	\$ 233,767	53.14%	\$ 303,730	\$ (136,211)
Administrative Services Overhead	130,740	62,735	47.98%	71,623	-
Community Health Overhead	12,980	2,179	16.79%	9,654	-
Clinic Overhead	22,030	7,174	32.56%	16,814	-
TOTAL EXPENDITURES	\$ 605,691	\$ 305,855	50.50%	\$ 401,821	\$ (136,211)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
TUBERCULOSIS PROGRAM
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DSHS Medicaid Match - TB	\$ 2,636	\$ -	0.00%	\$ -	\$ (2,636)
DSHS Title Nineteen - TB	250	31	12.40%	250	-
DSHS Title Nineteen Meaningful Use	-	-	N/A	-	-
Kitsap County Tuberculosis Intergovernmental	99,868	75,000	75.10%	99,868	-
Fees - TB	12,000	11,832	98.60%	12,000	-
Fees - TB Insurance	3,000	1,404	46.80%	3,000	-
Other - TB	-	-	N/A	-	-
DIRECT PROGRAM REVENUES	\$ 117,754	\$ 88,267	74.96%	\$ 115,118	\$ (2,636)
Government Contributions	-	-	N/A	-	-
Move (to) from Reserves	(26,808)	(24,291)	90.61%	(22,830)	3,978
TOTAL REVENUES	\$ 90,946	\$ 63,976	70.35%	\$ 92,288	\$ 126
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 23,363	\$ 29,255	125.22%	\$ 23,363	\$ -
Payroll Taxes	1,924	2,197	114.19%	1,924	-
Benefits	5,710	7,600	133.10%	5,710	-
Unemployment	139	-	0.00%	139	-
Subtotal Personnel Costs	\$ 31,136	\$ 39,052	125.42%	\$ 31,136	\$ -
Non-Personnel Costs					
Supplies	\$ 2,800	\$ 158	5.64%	\$ 2,800	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	-	N/A	-	-
Computer Hardware <\$5,000	367	-	0.00%	367	-
Professional Services	36,700	2,711	7.39%	36,700	-
Legal Services	-	-	N/A	-	-
Communications	720	166	23.06%	720	-
Travel & Mileage	200	188	94.00%	200	-
Parking & Commute Trip Reduction	-	-	N/A	-	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	-	161	N/A	-	-
Operations & Maintenance: NDGC	1,531	1,909	124.69%	1,657	126
Training	-	75	N/A	-	-
Miscellaneous	-	-	N/A	-	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 42,318	\$ 5,368	12.68%	\$ 42,444	\$ 126
PROGRAM EXPENDITURES	\$ 73,454	\$ 44,420	60.47%	\$ 73,580	\$ 126
Administrative Services Overhead	13,795	17,019	123.37%	13,637	-
Community Health Overhead	1,374	591	43.01%	2,056	-
Clinic Overhead	2,323	1,946	83.77%	3,015	-
TOTAL EXPENDITURES	\$ 90,946	\$ 63,976	70.35%	\$ 92,288	\$ 126

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
OTHER COMMUNICABLE DISEASE PROGRAM
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE- ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DSHS Medicaid Match	\$ 14,310	\$ 6,290	43.96%	\$ 14,310	\$ -
DOH CC Perinatal Hep B	-	1,621	N/A	2,500	2,500
DOH CC HCV Treatment Access	-	14,372	N/A	20,000	20,000
DIRECT PROGRAM REVENUES	\$ 14,310	\$ 22,283	155.72%	\$ 36,810	\$ 22,500
Government Contributions	312,300	198,963	63.71%	456,442	80,522
TOTAL REVENUES	\$ 326,610	\$ 221,246	67.74%	\$ 493,252	\$ 103,022
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 137,109	\$ 101,079	73.72%	\$ 209,634	\$ 72,525
Payroll Taxes	11,244	7,566	67.29%	17,244	6,000
Benefits	48,655	28,422	58.42%	66,741	18,086
Unemployment	821	-	0.00%	1,257	436
Subtotal Personnel Costs	\$ 197,829	\$ 137,067	69.29%	\$ 294,876	\$ 97,047
Non-Personnel Costs					
Supplies	\$ 500	\$ 391	78.20%	\$ 500	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	-	N/A	-	-
Computer Hardware <\$5,000	-	-	N/A	-	-
Professional Services	3,600	3,238	89.94%	3,600	-
Legal Services	-	-	N/A	-	-
Communications	1,384	1,193	86.20%	1,384	-
Travel & Mileage	500	55	11.00%	500	-
Parking & Commute Trip Reduction	-	156	N/A	-	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	1,860	1,659	89.19%	1,860	-
Operations & Maintenance: NDGC	9,730	6,582	67.65%	15,705	5,975
Training	-	1,367	N/A	-	-
Miscellaneous	-	899	N/A	-	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 17,574	\$ 15,540	88.43%	\$ 23,549	\$ 5,975
PROGRAM EXPENDITURES	\$ 215,403	\$ 152,607	70.85%	\$ 318,425	\$ 103,022
Administrative Services Overhead	87,712	59,733	68.10%	128,435	-
Community Health Overhead	8,730	2,075	23.77%	19,121	-
Clinic Overhead	14,765	6,831	46.26%	27,271	-
TOTAL EXPENDITURES	\$ 326,610	\$ 221,246	67.74%	\$ 493,252	\$ 103,022

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
HIV/AIDS PROGRAM
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DOH Con Con Client Services ADAP	\$ 450,000	\$ 283,022	62.89%	450,000	-
DOH CC Jefferson County Microgrant	-	11,797	N/A	15,000	15,000
DOH Con Con Client Services Admin	95,000	18,076	19.03%	60,000	(35,000)
DOH Con Con RW HIV Peer Navigation	-	11,328	N/A	-	-
DOH Con Con RW HIV Provider Capacity	-	-	N/A	-	-
CC RW HIV Peer Navigator Proviso	-	13,745	N/A	34,000	34,000
CC RW HIV Provider Capacity - Proviso	-	16,966	N/A	-	-
DSHS Medicaid Match	38,410	16,883	43.95%	38,410	-
DSHS Title Nineteen AIDS Case Management	60,000	33,373	55.62%	60,000	-
Pierce County AIDS Foundation HOPWA	24,000	-	0.00%	-	(24,000)
DOH Con Con HOPWA	-	31,693	N/A	36,000	36,000
AIDS Counseling & Testing	500	47	9.40%	500	-
CC HIV CS/END AIDS WA - Com Eng/Microgrant	-	17,713	N/A	12,496	12,496
New Unassigned Revenue	77,000	-	0.00%	-	(77,000)
DIRECT PROGRAM REVENUES	\$ 744,910	\$ 454,643	61.03%	\$ 706,406	\$ (38,504)
Government Contributions	178,763	193,099	108.02%	121,176	(33,026)
Move (to) from Reserves	-	-	N/A	-	-
TOTAL REVENUES	\$ 923,673	\$ 647,742	70.13%	\$ 827,582	\$ (71,530)
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 367,618	\$ 274,099	74.56%	\$ 333,964	\$ (33,654)
Payroll Taxes	30,141	20,674	68.59%	27,403	(2,738)
Benefits	133,838	71,773	53.63%	106,632	(27,206)
Unemployment	2,201	-	0.00%	1,999	(202)
Subtotal Personnel Costs	\$ 533,798	\$ 366,546	68.67%	\$ 469,998	\$ (63,800)
Non-Personnel Costs					
Supplies	\$ 22,000	\$ 19,537	88.80%	\$ 22,000	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	-	N/A	-	-
Computer Hardware <\$5,000	5,400	4,524	83.78%	5,400	-
Professional Services	-	11,797	N/A	15,000	15,000
Legal Services	500	52	10.40%	500	-
Communications	4,135	4,708	113.86%	4,135	-
Travel & Mileage	8,500	14,971	176.13%	17,000	8,500
Parking & Commute Trip Reduction	1,464	928	63.39%	1,464	-
Advertising	-	45	N/A	-	-
Rentals & Leases	28,300	34,167	120.73%	28,300	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	-	-	N/A	-	-
Operations & Maintenance: NDGC	26,254	20,793	79.20%	25,024	(1,230)
Training	32,500	4,137	12.73%	2,500	(30,000)
Miscellaneous	500	249	49.80%	500	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 129,553	\$ 115,908	89.47%	\$ 121,823	\$ (7,730)
PROGRAM EXPENDITURES	\$ 663,351	\$ 482,454	72.73%	\$ 591,821	\$ (71,530)
Administrative Services Overhead	236,756	159,738	67.47%	204,914	-
Community Health Overhead	23,566	5,550	23.55%	30,847	-
TOTAL EXPENDITURES	\$ 923,673	\$ 647,742	70.13%	\$ 827,582	\$ (71,530)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
ENVIRONMENTAL HEALTH DIVISION
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET
	2019	9/30/2019	75.00%
REVENUES			
DIRECT PROGRAM REVENUES	\$ 6,675,581	\$ 4,960,689	74.31%
Government Contributions	153,500	256,031	166.80%
Draws from Reserves	(176,445)	(657,566)	372.67%
TOTAL REVENUES	\$ 6,652,636	\$ 4,559,154	68.53%
EXPENDITURES			
Personnel Costs			
Salaries & Wages	\$ 2,859,128	\$ 2,052,667	71.79%
Payroll Taxes	229,359	154,022	67.15%
Benefits	864,373	595,222	68.86%
Unemployment	17,016	-	0.00%
Subtotal Personnel Costs	\$ 3,969,876	\$ 2,801,911	70.58%
Non-Personnel Costs			
Supplies	\$ 42,882	\$ 24,253	56.56%
Office Equipment <\$5,000	5,700	-	0.00%
Computer Software <\$5,000	-	5,326	N/A
Computer Hardware <\$5,000	36,703	6,731	18.34%
Professional Services	96,144	61,230	63.69%
Legal Services	18,700	11,493	61.46%
Communications	30,256	25,121	83.03%
Travel & Mileage	54,189	33,458	61.74%
Parking & Commute Trip Reduction	10,152	7,426	73.15%
Advertising	5,500	-	0.00%
Rentals & Leases	4,960	2,557	51.55%
Insurance	1,676	-	0.00%
Utilities	-	-	N/A
Repairs & Maintenance	28,418	8,885	31.27%
Operations & Maintenance: NDGC	188,799	143,742	76.13%
Training	24,410	13,747	56.32%
Miscellaneous	263,854	55,486	21.03%
Equipment >\$5,000	30,000	27,079	90.26%
Computer Software >\$5,000	-	-	N/A
Computer Hardware >\$5,000	-	-	N/A
Subtotal Non-Personnel Costs	\$ 842,343	\$ 426,534	50.64%
PROGRAM EXPENDITURES	\$ 4,812,219	\$ 3,228,445	67.09%
Administrative Services Overhead	1,702,042	1,141,109	67.04%
Environmental Health Overhead	138,375	189,600	137.02%
TOTAL EXPENDITURES	\$ 6,652,636	\$ 4,559,154	68.53%

REAL TIME	VARIANCE-
2019	ORIG TO RT
\$ 6,840,627	\$ 165,046
152,221	(294,790)
(550,270)	294,790
\$ 6,442,578	\$ (129,744)
\$ 2,770,061	\$ (89,067)
225,807	(3,552)
815,141	(49,232)
16,483	(533)
\$ 3,827,492	\$ (142,384)
\$ 42,882	\$ -
5,700	-
-	-
36,703	-
101,000	4,856
18,700	-
30,256	-
54,189	-
10,152	-
5,500	-
4,960	-
1,676	-
-	-
28,418	-
196,583	7,784
24,410	-
263,854	-
30,000	-
-	-
-	-
\$ 854,983	\$ 12,640
\$ 4,682,475	\$ (129,744)
1,619,736	-
140,367	-
\$ 6,442,578	\$ (129,744)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
ENVIRONMENTAL HEALTH DIVISION ADMINISTRATION
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
N/A - None	\$ -	\$ -	N/A	\$ -	\$ -
TOTAL REVENUES	\$ -	\$ -	N/A	\$ -	\$ -
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 99,549	\$ 136,483	137.10%	\$ 99,549	\$ -
Payroll Taxes	7,982	10,186	127.61%	7,982	-
Benefits	23,000	36,779	159.91%	24,992	1,992
Unemployment	594	-	0.00%	594	-
Subtotal Personnel Costs	\$ 131,125	\$ 183,448	139.90%	\$ 133,117	\$ 1,992
Non-Personnel Costs					
Supplies	\$ 600	\$ 538	89.67%	\$ 600	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	-	N/A	-	-
Computer Hardware <\$5,000	1,225	-	0.00%	1,225	-
Professional Services	-	-	N/A	-	-
Legal Services	600	1,571	261.83%	600	-
Communications	1,505	1,295	86.05%	1,505	-
Travel & Mileage	600	849	141.50%	600	-
Parking & Commute Trip Reduction	-	-	N/A	-	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	360	-	0.00%	360	-
Operations & Maintenance: NDGC	-	-	N/A	-	-
Training	1,200	699	58.25%	1,200	-
Miscellaneous	1,160	1,200	103.45%	1,160	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 7,250	\$ 6,152	84.86%	\$ 7,250	\$ -
PROGRAM EXPENDITURES	\$ 138,375	\$ 189,600	137.02%	\$ 140,367	\$ 1,992
Environmental Health Overhead	(138,375)	(189,600)	137.02%	(140,367)	-
TOTAL EXPENDITURES	\$ -	\$ -	N/A	\$ -	\$ 1,992

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
DRINKING WATER PROGRAM
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DOE Well Construction	\$ 19,800	\$ 16,125	81.44%	\$ 19,800	\$ -
DOH Con Con Group B Water Systems	20,000	10,000	50.00%	10,000	(10,000)
DOH Con Con Drinking Water Group A SS	9,250	-	0.00%	9,250	-
DOH Con Con Drinking Water Group A TA	1,600	7,168	448.00%	1,600	-
Public Utility District Well Construction	10,000	5,000	50.00%	10,000	-
Kitsap County Surface & Storm Water Management	-	2,872	N/A	-	-
Building Clearances - DW	53,640	27,325	50.94%	53,640	-
Building Site Applications - DW	162,030	179,428	110.74%	162,030	-
Land Use - DW	4,510	2,485	55.10%	4,510	-
Water Sampling	-	13,732	N/A	-	-
Water Status Reports (Loan Inspections)	100,725	121,901	121.02%	100,725	-
Plan Reviews - DW	6,000	5,450	90.83%	6,000	-
Water Sanitary Surveys	24,215	21,025	86.83%	24,215	-
Waivers - DW	5,220	3,915	75.00%	5,220	-
Well Decommissioning	15,840	18,870	119.13%	15,840	-
Well Site Inspections	16,820	13,630	81.03%	16,820	-
Other - Drinking Water	-	2,030	N/A	-	-
DIRECT PROGRAM REVENUES	\$ 449,650	\$ 450,956	100.29%	\$ 439,650	\$ (10,000)
Government Contributions	-	-	N/A	-	-
Move (to) from Reserves	83,539	10,485	12.55%	(60,245)	(143,784)
TOTAL REVENUES	\$ 533,189	\$ 461,441	86.54%	\$ 379,405	\$ (101,672)
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 241,950	\$ 205,431	84.91%	\$ 171,175	\$ (70,775)
Payroll Taxes	16,016	15,433	96.36%	13,895	(2,121)
Benefits	81,727	60,993	74.63%	48,093	(33,634)
Unemployment	1,445	-	0.00%	1,020	(425)
Subtotal Personnel Costs	\$ 341,138	\$ 281,857	82.62%	\$ 234,183	\$ (106,955)
Non-Personnel Costs					
Supplies	\$ 1,252	\$ 1,861	148.64%	\$ 1,252	\$ -
Office Equipment <\$5,000	-	-	N/A	-	-
Computer Software <\$5,000	-	913	N/A	-	-
Computer Hardware <\$5,000	2,021	174	8.61%	2,021	-
Professional Services	400	10,300	2575.00%	10,000	9,600
Legal Services	2,500	323	12.92%	2,500	-
Communications	2,538	1,480	58.31%	2,538	-
Travel & Mileage	1,905	2,713	142.41%	1,905	-
Parking & Commute Trip Reduction	288	213	73.96%	288	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	-	1,495	N/A	-	-
Operations & Maintenance: NDGC	16,779	16,288	97.07%	12,462	(4,317)
Training	750	92	12.27%	750	-
Miscellaneous	-	492	N/A	-	-
Equipment >\$5,000	-	-	N/A	-	-
Computer Software >\$5,000	-	-	N/A	-	-
Computer Hardware >\$5,000	-	-	N/A	-	-
Subtotal Non-Personnel Costs	\$ 28,433	\$ 36,344	127.82%	\$ 33,716	\$ 5,283
PROGRAM EXPENDITURES	\$ 369,571	\$ 318,201	86.10%	\$ 267,899	\$ (101,672)
Administrative Services Overhead	151,320	122,831	81.17%	102,604	-
Environmental Health Overhead	12,298	20,409	165.95%	8,902	-
TOTAL EXPENDITURES	\$ 533,189	\$ 461,441	86.54%	\$ 379,405	\$ (101,672)

* Per DOH, changed from Contracts & Grants to Fee for Service effective 1/1/2013

KITSAP PUBLIC HEALTH DISTRICT

2019 BUDGET STATUS REPORT

FOOD & LIVING ENVIRONMENT PROGRAM

For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET
	2019	9/30/2019	75.00%
REVENUES			
Camps	\$ 3,480	\$ 3,480	100.00%
Establishments	702,000	690,590	98.37%
Food Handler Permits	11,850	8,950	75.53%
Food Handler Permits - TPCHD	85,517	63,493	74.25%
Plan Reviews - Food & LE	33,060	37,288	112.79%
Reinspections	47,000	37,120	78.98%
Pools/Spas	79,000	80,690	102.14%
LE Reinspections	390	-	0.00%
Port Gamble S'Klallam Tribe	-	-	N/A
Temporary Permits	38,100	35,995	94.48%
OSPI Summer Food Service Program	-	-	N/A
Other - Food & Living Environment	-	220	N/A
DIRECT PROGRAM REVENUES	\$ 1,000,397	\$ 957,826	95.74%
Government Contributions	85,596	(127,663)	-149.15%
TOTAL REVENUES	\$ 1,085,993	\$ 830,163	76.44%
EXPENDITURES			
Personnel Costs			
Salaries & Wages	\$ 491,191	\$ 374,937	76.33%
Payroll Taxes	39,945	28,107	70.36%
Benefits	149,342	111,522	74.68%
Unemployment	2,906	-	0.00%
Subtotal Personnel Costs	\$ 683,384	\$ 514,566	75.30%
Non-Personnel Costs			
Supplies	\$ 4,000	\$ 2,789	69.73%
Office Equipment <\$5,000	1,700	-	0.00%
Computer Software <\$5,000	-	-	N/A
Computer Hardware <\$5,000	1,800	2,033	112.94%
Professional Services	200	83	41.50%
Legal Services	2,000	1,071	53.55%
Communications	6,274	5,771	91.98%
Travel & Mileage	18,281	8,607	47.08%
Parking & Commute Trip Reduction	1,440	1,367	94.93%
Advertising	500	-	0.00%
Rentals & Leases	-	-	N/A
Insurance	-	-	N/A
Utilities	-	-	N/A
Repairs & Maintenance	-	-	N/A
Operations & Maintenance: NDGC	33,609	27,307	81.25%
Training	3,500	3,717	106.20%
Miscellaneous	1,850	1,348	72.86%
Subtotal Non-Personnel Costs	\$ 75,154	\$ 54,093	71.98%
PROGRAM EXPENDITURES	\$ 758,538	\$ 568,659	74.97%
Administrative Services Overhead	302,823	224,245	74.05%
Environmental Health Overhead	24,632	37,259	151.26%
TOTAL EXPENDITURES	\$ 1,085,993	\$ 830,163	76.44%

REAL TIME		VARIANCE- ORIG TO RT	
2019			
	3,480		-
	702,000		-
	11,850		-
	85,517		-
	33,060		-
	47,000		-
	79,000		-
	390		-
	-		-
	38,100		-
	-		-
	-		-
\$	1,000,397	\$	-
	109,036		18,069
\$	1,109,433	\$	18,069
\$	502,065	\$	10,874
	40,870		925
	152,017		2,675
	2,972		66
\$	697,924	\$	14,540
\$	4,000	\$	-
	1,700		-
	-		-
	1,800		-
	200		-
	2,000		-
	6,274		-
	18,281		-
	1,440		-
	500		-
	-		-
	-		-
	-		-
	-		-
	37,138		3,529
	3,500		-
	1,850		-
\$	78,683	\$	3,529
\$	776,607	\$	18,069
	306,329		-
	26,497		-
\$	1,109,433	\$	18,069

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
ONSITE SEWAGE
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
DOH ConCon - OSS LMP Implementation	\$ 30,000	\$ 8,988	29.96%	\$ 30,000	\$ -
Building Clearances	118,140	92,540	78.33%	118,140	-
Building Site Applications	446,899	316,093	70.73%	446,899	-
Building Site Application Waivers	26,100	22,185	85.00%	26,100	-
Delinquent Certification Renewals	870	-	0.00%	870	-
Certifications	11,660	32,545	279.12%	24,200	12,540
Land Use	27,865	15,015	53.88%	27,865	-
Operations & Maintenance Annual Report Fees	501,000	434,710	86.77%	601,200	100,200
O&M Certifications	8,580	-	0.00%	-	(8,580)
Other - OSS	2,674	246	9.20%	2,674	-
Property Conveyance Reports	649,140	446,255	68.75%	649,140	-
Septic Tank Pumper Certifications	3,960	-	0.00%	-	(3,960)
Sewage Permits	502,750	366,927	72.98%	502,750	-
Water Samples	-	-	N/A	-	-
DIRECT PROGRAM REVENUES	\$ 2,329,638	\$ 1,735,504	74.50%	\$ 2,429,838	\$ 100,200
Government Contributions	-	-	N/A	-	-
Move (to) from Reserves	(145,345)	(441,846)	304.00%	(272,570)	(127,225)
TOTAL REVENUES	\$ 2,184,293	\$ 1,293,658	59.23%	\$ 2,157,268	\$ (15,273)
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 963,924	\$ 568,304	58.96%	\$ 961,799	\$ (2,125)
Payroll Taxes	78,779	42,498	53.95%	78,601	(178)
Benefits	298,221	171,350	57.46%	285,384	(12,837)
Unemployment	5,744	-	0.00%	5,731	(13)
Subtotal Personnel Costs	\$ 1,346,668	\$ 782,152	58.08%	\$ 1,331,515	\$ (15,153)
Non-Personnel Costs					
Supplies	\$ 6,720	\$ 5,600	83.33%	\$ 6,720	\$ -
Office Equipment	-	-	N/A	-	-
Computer Software	-	4,413	N/A	-	-
Computer Hardware	26,146	2,262	8.65%	26,146	-
Professional Services	6,744	508	7.53%	2,000	(4,744)
Legal Services	3,600	1,801	50.03%	3,600	-
Communications	6,576	7,367	112.03%	6,576	-
Travel & Mileage	21,403	13,346	62.36%	21,403	-
Parking & Commute Trip Reduction	2,304	1,493	64.80%	2,304	-
Advertising	-	-	N/A	-	-
Rentals & Leases	-	-	N/A	-	-
Insurance	-	-	N/A	-	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	19,858	3,739	18.83%	19,858	-
Operations & Maintenance: NDGC	66,234	45,592	68.83%	70,858	4,624
Training	5,760	2,174	37.74%	5,760	-
Miscellaneous	26,534	25,719	96.93%	26,534	-
Subtotal Non-Personnel Costs	\$ 191,879	\$ 114,014	59.42%	\$ 191,759	\$ (120)
PROGRAM EXPENDITURES	\$ 1,538,547	\$ 896,166	58.25%	\$ 1,523,274	\$ (15,273)
Administrative Services Overhead	597,200	340,857	57.08%	583,381	-
Environmental Health Overhead	48,546	56,635	116.66%	50,613	-
TOTAL EXPENDITURES	\$ 2,184,293	\$ 1,293,658	59.23%	\$ 2,157,268	\$ (15,273)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
POLLUTION IDENTIFICATION AND CORRECTION
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET	REAL TIME	VARIANCE-ORIG TO RT
	2019	9/30/2019	75.00%	2019	
REVENUES					
City of Poulsbo Stormwater	\$ 8,250	\$ 5,209	63.14%	\$ 8,250	\$ -
DOH Con Con NEP Kitsap PIC NTA	12,000	10,767	89.73%	12,000	-
NEP Beach PS SSI 1-5 PIC Task 4	5,800	900	15.52%	5,800	-
DOE CCWF Kitsap County 4A & 4B Project (State)	33,396	21,855	65.44%	33,396	-
DOE Kitsap County 4A & 4B Project (Federal)	79,092	51,755	65.44%	79,092	-
Beach FFY18 Swimming Beach ACT Grant	14,200	9,746	68.63%	14,200	-
Rec Shellfish/Biotxin PSAA	12,300	4,944	40.20%	12,300	-
Hood Canal Coordinating Council - Phase 3	7,000	26,493	378.47%	18,000	11,000
Clean Water Kitsap	1,155,000	638,655	55.29%	1,155,000	-
PIC- OTHER	224,510	-	0.00%	224,510	-
Surplus Sales	-	-	N/A	-	-
Kitsap County Septic Tipping Fees	125,000	114,097	91.28%	125,000	-
DIRECT PROGRAM REVENUES	\$ 1,676,548	\$ 884,421	52.75%	\$ 1,687,548	\$ 11,000
Government Contributions	(70,471)	194,094	-275.42%	(97,182)	(19,173)
TOTAL REVENUES	\$ 1,606,077	\$ 1,078,515	67.15%	\$ 1,590,366	\$ (8,173)
EXPENDITURES					
Personnel Costs					
Salaries & Wages	\$ 578,859	\$ 461,777	79.77%	\$ 572,215	\$ (6,644)
Payroll Taxes	47,255	34,624	73.27%	46,721	(534)
Benefits	172,120	132,334	76.88%	168,504	(3,616)
Unemployment	3,432	-	0.00%	3,393	(39)
Subtotal Personnel Costs	\$ 801,666	\$ 628,735	78.43%	\$ 790,833	\$ (10,833)
Non-Personnel Costs					
Supplies	\$ 23,310	\$ 6,062	26.01%	\$ 23,310	\$ -
Office Equipment	-	-	N/A	-	-
Computer Software	-	-	N/A	-	-
Computer Hardware	3,000	1,131	37.70%	3,000	-
Professional Services	83,800	50,026	59.70%	83,800	-
Legal Services	6,000	242	4.03%	6,000	-
Communications	6,898	4,981	72.21%	6,898	-
Travel & Mileage	9,000	4,836	53.73%	9,000	-
Parking & Commute Trip Reduction	3,192	2,370	74.25%	3,192	-
Advertising	-	-	N/A	-	-
Rentals & Leases	4,960	2,557	51.55%	4,960	-
Insurance	1,076	-	0.00%	1,076	-
Utilities	-	-	N/A	-	-
Repairs & Maintenance	7,200	1,816	25.22%	7,200	-
Operations & Maintenance: NDGC	39,426	32,610	82.71%	42,086	2,660
Training	6,000	3,754	62.57%	6,000	-
Miscellaneous	226,310	19,871	8.78%	226,310	-
Subtotal Non-Personnel Costs	\$ 420,172	\$ 130,256	31.00%	\$ 422,832	\$ 2,660
PROGRAM EXPENDITURES	\$ 1,221,838	\$ 758,991	62.12%	\$ 1,213,665	\$ (8,173)
Administrative Services Overhead	355,345	273,998	77.11%	346,653	-
Environmental Health Overhead	28,894	45,526	157.56%	30,048	-
TOTAL EXPENDITURES	\$ 1,606,077	\$ 1,078,515	67.15%	\$ 1,590,366	\$ (8,173)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
SOLID & HAZARDOUS WASTE PROGRAM
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET
	2019	9/30/2019	75.00%
REVENUES			
DOE LSWFA	\$ 50,000	\$ 63,596	127.19%
DOE LSC Grant	220,000	136,574	62.08%
DOH Lead Environments for Children	-	500	N/A
Kitsap County Solid Waste Tipping Fees - SHW	866,898	663,799	76.57%
Permits - SHW	68,000	44,188	64.98%
Plan Reviews - SHW	1,200	-	0.00%
School Plan Reviews	-	5,220	N/A
Secure Medicine Return	7,250	7,250	100.00%
Secure Medicine Return - Clallam	-	1,077	N/A
Other - SHW	-	6,488	N/A
Surplus Sales	-	3,290	N/A
New Unassigned Revenue	6,000	-	0.00%
DIRECT PROGRAM REVENUES	\$ 1,219,348	\$ 931,982	76.43%
Government Contributions	-	-	N/A
Move (to) from Reserves	(114,639)	(226,205)	197.32%
TOTAL REVENUES	\$ 1,104,709	\$ 705,777	63.89%
EXPENDITURES			
Personnel Costs			
Salaries & Wages	\$ 483,655	\$ 305,735	63.21%
Payroll Taxes	39,382	23,174	58.84%
Benefits	139,963	82,244	58.76%
Unemployment	2,895	-	0.00%
Subtotal Personnel Costs	\$ 665,895	\$ 411,153	61.74%
Non-Personnel Costs			
Supplies	\$ 7,000	\$ 7,403	105.76%
Office Equipment <\$5,000	4,000	-	0.00%
Computer Software <\$5,000	-	-	N/A
Computer Hardware <\$5,000	2,511	1,131	45.04%
Professional Services	5,000	313	6.26%
Legal Services	4,000	6,485	162.13%
Communications	6,465	4,227	65.38%
Travel & Mileage	3,000	3,107	103.57%
Parking & Commute Trip Reduction	2,928	1,983	67.73%
Advertising	5,000	-	0.00%
Rentals & Leases	-	-	N/A
Insurance	600	-	0.00%
Repairs & Maintenance	1,000	1,835	183.50%
Operations & Maintenance: NDGC	32,751	21,945	67.01%
Training	7,200	3,311	45.99%
Miscellaneous	8,000	6,856	85.70%
Equipment >\$5,000	30,000	27,079	90.26%
Computer Software >\$5,000	-	-	N/A
Computer Hardware >\$5,000	-	-	N/A
Subtotal Non-Personnel Costs	\$ 119,455	\$ 85,675	71.72%
PROGRAM EXPENDITURES	\$ 785,350	\$ 496,828	63.26%
Administrative Services Overhead	295,354	179,178	60.67%
Environmental Health Overhead	24,005	29,771	124.02%
TOTAL EXPENDITURES	\$ 1,104,709	\$ 705,777	63.89%

REAL TIME	VARIANCE-ORIG TO RT
2019	
\$ 63,596	\$ 13,596
220,000	-
-	-
916,148	49,250
68,000	-
1,200	-
6,000	6,000
7,250	-
1,000	1,000
-	-
-	-
-	(6,000)
\$ 1,283,194	\$ 63,846
-	-
(217,455)	(102,816)
\$ 1,065,739	\$ (24,687)
\$ 463,258	\$ (20,397)
37,738	(1,644)
136,151	(3,812)
2,773	(122)
\$ 639,920	\$ (25,975)
\$ 7,000	\$ -
4,000	-
-	-
2,511	-
5,000	-
4,000	-
6,465	-
3,000	-
2,928	-
5,000	-
-	-
600	-
1,000	-
34,039	1,288
7,200	-
8,000	-
30,000	-
-	-
-	-
\$ 120,743	\$ 1,288
\$ 760,663	\$ (24,687)
280,769	-
24,307	-
\$ 1,065,739	\$ (24,687)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
FINANCE & ACCOUNTING
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET
	2019	9/30/2019	75.00%
EXPENDITURES			
Personnel Costs			
Salaries & Wages	\$ 257,347	\$ 194,052	75.40%
Payroll Taxes	21,029	14,562	69.25%
Benefits	74,861	53,892	71.99%
Unemployment	1,537	-	0.00%
Subtotal Personnel Costs	\$ 354,774	\$ 262,506	73.99%
Non-Personnel Costs			
Supplies	\$ 1,800	\$ 648	36.00%
Office Equipment	-	-	N/A
Computer Software	-	-	N/A
Computer Hardware	2,400	-	0.00%
Professional Services	75,225	34,717	46.15%
Legal Services	-	-	N/A
Communications	330	3,797	1150.61%
Travel & Mileage	240	104	43.33%
Parking & Commute Trip Reduction	1,200	900	75.00%
Advertising	-	-	N/A
Rentals & Leases	-	-	N/A
Insurance	-	-	N/A
Utilities	-	-	N/A
Repairs & Maintenance	19,850	13,596	68.49%
Operations & Maintenance: NDGC	-	-	N/A
Training	3,000	86	2.87%
Miscellaneous	540	594	110.00%
Equipment	-	-	N/A
Computer Software	-	-	N/A
Computer Hardware	-	-	N/A
Subtotal Non-Personnel Costs	\$ 104,585	\$ 54,442	52.06%
TOTAL EXPENDITURES	\$ 459,359	\$ 316,948	69.00%

REAL TIME	VARIANCE-ORIG TO RT
2019	
\$ 257,347	\$ -
21,029	-
68,747	(6,114)
1,537	-
\$ 348,660	\$ (6,114)
\$ 1,800	\$ -
-	-
-	-
2,400	-
73,371	(1,854)
-	-
5,184	4,854
240	-
1,200	-
-	-
-	-
-	-
-	-
19,850	-
-	-
3,000	-
540	-
-	-
-	-
-	-
\$ 107,585	\$ 3,000
\$ 456,245	\$ (3,114)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
HUMAN RESOURCES
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET
	2019	9/30/2019	75.00%
EXPENDITURES			
Personnel Costs			
Salaries & Wages	\$ 162,552	\$ 123,562	76.01%
Payroll Taxes	13,162	9,140	69.44%
Benefits	46,097	35,874	77.82%
Unemployment	970	-	0.00%
Subtotal Personnel Costs	\$ 222,781	\$ 168,576	75.67%
Non-Personnel Costs			
Supplies	\$ 1,390	\$ 1,265	91.01%
Office Equipment	-	-	N/A
Computer Software	4,300	4,467	103.88%
Computer Hardware	3,000	-	0.00%
Professional Services	-	3,440	N/A
Legal Services	10,000	11,914	119.14%
Communications	-	-	N/A
Travel & Mileage	250	12	4.80%
Parking & Commute Trip Reduction	600	458	76.33%
Advertising	1,000	360	36.00%
Rentals & Leases	-	-	N/A
Insurance	-	-	N/A
Utilities	-	-	N/A
Repairs & Maintenance	300	172	57.33%
Operations & Maintenance: NDGC	-	-	N/A
Training	2,500	1,547	61.88%
Miscellaneous	4,050	1,759	43.43%
Equipment	-	-	N/A
Computer Software	-	-	N/A
Computer Hardware	-	-	N/A
Subtotal Non-Personnel Costs	\$ 27,390	\$ 25,394	92.71%
TOTAL EXPENDITURES	\$ 250,171	\$ 193,970	77.53%

REAL TIME	VARIANCE-
2019	ORIG TO RT
\$ 162,552	\$ -
13,162	-
45,271	(826)
970	-
\$ 221,955	\$ (826)
\$ 1,390	\$ -
-	-
4,300	-
3,000	-
-	-
10,000	-
-	-
250	-
600	-
1,000	-
-	-
-	-
-	-
300	-
-	-
2,500	-
4,050	-
-	-
-	-
-	-
\$ 27,390	\$ -
\$ 249,345	\$ (826)

KITSAP PUBLIC HEALTH DISTRICT
2019 BUDGET STATUS REPORT
INFORMATION TECHNOLOGY
For the Month Ended 9/30/2019

	BUDGET	YTD ACTUAL	% OF BUDGET TARGET
	2019	9/30/2019	75.00%
EXPENDITURES			
Personnel Costs			
Salaries & Wages	\$ 444,668	\$ 310,917	69.92%
Payroll Taxes	35,891	23,237	64.74%
Benefits	125,805	90,312	71.79%
Unemployment	2,658	-	0.00%
Subtotal Personnel Costs	\$ 609,022	\$ 424,466	69.70%
Non-Personnel Costs			
Supplies	\$ 3,300	\$ 3,578	108.42%
Office Equipment	-	2,354	N/A
Computer Software	11,796	1,056	8.95%
Computer Hardware	11,975	1,131	9.44%
Professional Services	12,060	1,471	12.20%
Legal Services	-	-	N/A
Communications	39,936	2,605	6.52%
Travel & Mileage	120	13	10.83%
Parking & Commute Trip Reduction	888	663	74.66%
Advertising	-	690	N/A
Rentals & Leases	-	-	N/A
Insurance	-	-	N/A
Utilities	-	-	N/A
Repairs & Maintenance	59,244	34,804	58.75%
Operations & Maintenance: NDGC	-	-	N/A
Training	5,300	941	17.75%
Miscellaneous	1,510	2,852	188.87%
Equipment	-	-	N/A
Computer Software	16,000	-	0.00%
Computer Hardware	13,000	-	0.00%
Subtotal Non-Personnel Costs	\$ 175,129	\$ 52,158	29.78%
TOTAL EXPENDITURES	\$ 784,151	\$ 476,624	60.78%

REAL TIME	VARIANCE-
2019	ORIG TO RT
\$ 448,518	\$ 3,850
36,192	301
134,793	8,988
2,681	23
\$ 622,184	\$ 13,162
\$ 3,300	\$ -
-	-
11,796	-
11,975	-
12,060	-
-	-
39,936	-
120	-
888	-
-	-
-	-
-	-
-	-
59,294	50
-	-
5,300	-
1,510	-
-	-
16,000	-
13,000	-
\$ 175,179	\$ 50
\$ 797,363	\$ 13,212



**KITSAP PUBLIC
HEALTH DISTRICT**

2020 DRAFT BUDGET

Kitsap Public Health District

2020 DRAFT BUDGET

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Kitsap Public Health District
2020 DRAFT BUDGET
AGENCYWIDE REVENUES & OTHER SOURCES OF FUNDS

REVENUES	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
CONTRACTS & GRANTS							
Admin Services: Kitsap Connect	\$ 403,402	\$ 427,427	\$ 397,427	\$ 287,373	\$ 410,000	\$ (17,427)	-4.08%
Admin Services: PHEPR & Assessment/Epidemiology	423,424	295,345	295,345	196,544	295,345	-	N/A
Community Health	2,263,778	1,808,975	1,981,637	1,451,709	2,101,228	292,253	16.16%
Environmental Health	585,749	503,588	519,184	363,320	458,925	(44,663)	-8.87%
Total Contracts & Grants	\$ 3,676,353	\$ 3,035,335	\$ 3,193,593	\$ 2,298,946	\$ 3,265,498	\$ 230,163	7.58%
FEES							
Admin Services: General Services & Vital Statistics	\$ 155,044	\$ 148,000	\$ 148,000	\$ 116,680	\$ 149,000	\$ 1,000	0.68%
Admin Services: PHEPR & Assessment/Epidemiology	286,029	316,158	341,158	205,588	323,056	6,898	2.18%
Community Health	415,808	473,622	289,349	244,909	253,050	(220,572)	-46.57%
Environmental Health	5,303,124	6,171,993	6,321,443	4,597,369	6,299,950	127,957	2.07%
Total Fees	\$ 6,160,005	\$ 7,109,773	\$ 7,099,950	\$ 5,164,546	\$ 7,025,056	\$ (84,717)	-1.19%
GOVERNMENT FLEXIBLE FUNDING - GENERAL PUBLIC HEALTH							
Bainbridge Island	\$ 45,932	\$ 45,932	\$ 72,960	\$ 72,960	\$ 72,960	\$ 27,028	58.84%
Bremerton	44,245	44,245	46,476	46,476	46,476	2,231	5.04%
Kitsap County	1,299,655	1,299,655	1,338,644	1,003,983	1,338,644	38,989	3.00%
Kitsap County - Allocated to Tuberculosis Control	99,868	99,868	99,868	75,000	99,868	-	N/A
Port Orchard	9,825	9,825	10,155	10,155	43,170	33,345	339.39%
Poulsbo	10,585	10,585	32,550	32,550	32,550	21,965	207.51%
State Public Health Assistance Funds	997,476	997,476	997,476	997,476	997,476	-	N/A
Total Local Government Flexible Funding	\$ 2,507,586	\$ 2,507,586	\$ 2,598,129	\$ 2,238,600	\$ 2,631,144	\$ 123,558	4.93%
GOVERNMENT CONTRIBUTIONS - NDGC MORTGAGE							
Bainbridge Island	\$ 5,543	\$ 5,487	\$ 5,487	\$ 5,487	\$ 5,533	\$ 46	0.84%
Bremerton	9,448	9,364	9,364	9,364	9,496	132	1.41%
Kitsap County	40,665	39,776	39,776	29,832	40,151	375	0.94%
Port Orchard	3,222	3,195	3,195	3,195	3,247	52	1.63%
Poulsbo	2,382	2,448	2,448	2,448	2,523	75	3.06%
Total Local Government NDGC Mortgage	\$ 61,260	\$ 60,270	\$ 60,270	\$ 50,326	\$ 60,950	\$ 680	1.13%
MISCELLANEOUS INCOME							
Interest Income	\$ 56,751	\$ 40,000	\$ 40,000	\$ 60,762	\$ 75,000	\$ 35,000	87.50%
Other Income	5,569	245,500	245,500	10,989	244,970	(530)	-0.22%
Total Miscellaneous Income	\$ 62,320	\$ 285,500	\$ 285,500	\$ 71,751	\$ 319,970	\$ 34,470	12.07%
TOTAL REVENUES	\$ 12,467,524	\$ 12,998,464	\$ 13,237,442	\$ 9,824,169	\$ 13,302,618	\$ 304,154	2.34%
FUND BALANCE							
Use or (Designate): Drinking Water	\$ (13,587)	\$ 83,539	\$ (60,245)	\$ 10,485	\$ -	\$ (83,539)	-100.00%
Use or (Designate): Foundational Public Health Services	-	-	-	-	-	-	N/A
Use or (Designate): HIV/AIDS	-	-	-	-	-	-	N/A
Use or (Designate): On-Site Sewage	(109,772)	(145,345)	(272,570)	(441,846)	(2,452)	142,893	-98.31%
Use or (Designate): Solid & Hazardous Waste	(179,444)	(114,639)	(217,455)	(226,205)	(112,642)	1,997	-1.74%
Use or (Designate): Tuberculosis	(15,913)	(29,131)	(22,830)	(24,291)	35,492	64,623	-221.84%
Use or (Source) of Unrestricted/Undesignated Funds	(287,949)	381,272	12,568	(338,306)	211,290	(169,982)	-44.58%
Total Change in Fund Balance	\$ (606,665)	\$ 175,696	\$ (560,532)	\$ (1,020,163)	\$ 131,688	\$ (44,008)	-25.05%
TOTAL REVENUES & OTHER SOURCES OF FUNDS	\$ 11,860,859	\$ 13,174,160	\$ 12,676,910	\$ 8,804,006	\$ 13,434,306	\$ 260,146	1.97%
TOTAL REVENUES OVER (SHORT) OF EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

Kitsap Public Health District
2020 DRAFT BUDGET
AGENCYWIDE EXPENDITURES & OTHER USES OF FUNDS

EXPENDITURES	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
Personnel Costs							
Salaries & Wages	\$ 6,824,405	\$ 7,284,654	\$ 6,914,601	\$ 5,096,138	\$ 7,430,032	\$ 145,378	2.00%
Payroll Taxes	506,982	588,716	562,666	380,928	607,071	18,355	3.12%
Benefits	1,988,880	2,133,211	2,012,145	1,478,291	2,192,523	59,312	2.78%
Unemployment	-	43,419	41,220	-	44,366	947	2.18%
Subtotal Personnel Costs	\$ 9,320,267	\$ 10,050,000	\$ 9,530,632	\$ 6,955,357	\$ 10,273,992	\$ 223,992	2.23%
Non-Personnel Costs							
Supplies	\$ 194,623	\$ 216,812	\$ 234,812	\$ 149,231	\$ 232,546	\$ 15,734	7.26%
Office Equipment <\$5,000	2,016	8,700	8,700	2,354	1,700	(7,000)	-80.46%
Computer Software <\$5,000	9,388	17,896	17,896	12,293	21,232	3,336	18.64%
Computer Hardware <\$5,000	109,269	86,539	87,739	30,140	30,965	(55,574)	-64.22%
Professional Services	784,426	741,663	759,665	481,730	766,899	25,236	3.40%
Legal Services	41,665	41,300	41,300	27,428	42,311	1,011	2.45%
Communications	106,763	137,153	142,367	78,223	147,550	10,397	7.58%
Travel & Mileage	84,081	103,268	112,018	66,212	101,257	(2,011)	-1.95%
Parking & Commute Trip Reduction	31,044	27,588	27,588	20,154	27,264	(324)	-1.17%
Advertising	7,171	7,000	13,000	4,651	5,500	(1,500)	-21.43%
Rentals & Leases	57,753	67,860	67,860	62,649	91,010	23,150	34.11%
Insurance	143,002	157,676	157,676	164,258	191,676	34,000	21.56%
Utilities	2,789	3,000	3,000	1,326	2,000	(1,000)	-33.33%
Repairs & Maintenance	122,611	133,232	133,282	86,547	145,114	11,882	8.92%
Operations & Maintenance: NDGC	334,355	341,399	341,401	255,831	351,646	10,247	3.00%
Training	-	116,110	81,010	38,515	73,044	(43,066)	-37.09%
Miscellaneous	195,504	316,614	316,614	114,011	351,350	34,736	10.97%
Equipment >\$5,000	7,406	30,000	30,000	27,079	-	(30,000)	-100.00%
Computer Software >\$5,000	-	16,000	16,000	-	16,000	-	0.00%
Computer Hardware >\$5,000	-	13,000	13,000	-	16,500	3,500	26.92%
Government Center Debt Principal	165,000	165,000	165,000	123,750	175,000	10,000	6.06%
Government Center Debt Interest	141,300	136,350	136,350	102,267	129,750	(6,600)	-4.84%
Non-Expenditures	426	240,000	240,000	-	240,000	-	0.00%
Subtotal Non-Personnel Costs	\$ 2,540,592	\$ 3,124,160	\$ 3,146,278	\$ 1,848,649	\$ 3,160,314	\$ 36,154	1.16%
TOTAL EXPENDITURES	\$ 11,860,859	\$ 13,174,160	\$ 12,676,910	\$ 8,804,006	\$ 13,434,306	\$ 260,146	1.97%

Kitsap Public Health District
2020 DRAFT BUDGET
ADMINISTRATIVE SERVICES DIVISION - SUMMARY

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DIRECT PROGRAM REVENUES	\$ 1,000,167	\$ 1,105,273	\$ 1,130,273	\$ 640,889	\$ 1,148,321	\$ 43,048	3.89%
Government Contributions	423,081	757,258	959,522	570,958	251,900	(505,358)	-66.74%
TOTAL REVENUES	\$ 1,423,248	\$ 1,862,531	\$ 2,089,795	\$ 1,211,847	\$ 1,400,221	(462,310)	-24.82%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 2,311,007	\$ 2,483,647	\$ 2,419,227	\$ 1,728,485	\$ 2,259,157	\$ (224,490)	-9.04%
Payroll Taxes	170,426	201,385	196,325	129,034	186,106	(15,279)	-7.59%
Benefits	666,339	696,092	692,459	512,311	656,791	(39,301)	-5.65%
Unemployment	-	14,847	14,463	-	13,504	(1,343)	-9.05%
Subtotal Personnel Costs	\$ 3,147,772	\$ 3,395,971	\$ 3,322,474	\$ 2,369,830	\$ 3,115,558	\$ (280,413)	-8.26%
Non-Personnel Costs							
Supplies	\$ 74,820	\$ 82,630	\$ 82,630	\$ 45,580	\$ 76,960	\$ (5,670)	-6.86%
Office Equipment <\$5,000	359	3,000	3,000	2,354	-	(3,000)	-100.00%
Computer Software <\$5,000	8,721	17,896	17,896	6,801	18,232	336	1.88%
Computer Hardware <\$5,000	23,560	31,775	32,975	14,317	17,785	(13,990)	-44.03%
Professional Services	155,205	228,959	227,105	124,630	332,265	103,306	45.12%
Legal Services	31,281	21,500	21,500	15,509	22,500	1,000	4.65%
Communications	51,667	83,364	88,218	34,638	89,247	5,883	7.06%
Travel & Mileage	11,392	12,029	12,029	6,140	9,263	(2,766)	-22.99%
Parking & Commute Trip Reduction	17,228	11,652	11,652	8,949	6,408	(5,244)	-45.01%
Advertising	703	1,500	1,500	1,370	500	(1,000)	-66.67%
Rentals & Leases	36,140	34,600	34,600	25,805	29,500	(5,100)	-14.74%
Insurance	143,002	156,000	156,000	164,258	190,000	34,000	21.79%
Utilities	2,674	3,000	3,000	1,326	2,000	(1,000)	-33.33%
Repairs & Maintenance	86,145	84,494	84,544	59,881	93,656	9,162	10.84%
Operations & Maintenance: NDGC	30,798	29,073	31,891	23,351	12,569	(16,504)	-56.77%
Training	-	35,400	35,400	11,587	24,384	(11,016)	-31.12%
Miscellaneous	74,380	48,900	48,900	48,112	68,725	19,825	40.54%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	16,000	16,000	-	16,000	-	N/A
Computer Hardware >\$5,000	-	13,000	13,000	-	16,500	3,500	26.92%
Government Center Debt Principal	165,000	165,000	165,000	123,750	175,000	10,000	6.06%
Government Center Debt Interest	141,300	136,350	136,350	102,267	129,750	(6,600)	-4.84%
Non-Expenditures	426	240,000	240,000	-	240,000	-	N/A
Subtotal Non-Personnel Costs	\$ 1,054,801	\$ 1,456,122	\$ 1,463,190	\$ 820,625	\$ 1,571,244	\$ 115,122	7.91%
PROGRAM EXPENDITURES	\$ 4,202,573	\$ 4,852,093	\$ 4,785,664	\$ 3,190,455	\$ 4,686,802	\$ (165,291)	-3.41%
Administrative Services Overhead	(2,779,325)	(2,989,562)	(2,695,869)	(1,978,608)	(3,286,581)	(297,019)	9.94%
TOTAL EXPENDITURES	\$ 1,423,248	\$ 1,862,531	\$ 2,089,795	\$ 1,211,847	\$ 1,400,221	\$ (462,310)	-24.82%

Kitsap Public Health District
2020 DRAFT BUDGET
ADMINISTRATIVE SERVICES PROGRAMS (Health Officer, Administrator, Accounting, IT, PIO, Clerical, & Facilities)

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
Contracts & Grants							
OCH Admin Support	\$ 12,090	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
KCHP Process Funding	-	-	-	-	-	-	N/A
Subtotal	\$ 12,090	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Fees							
Birth Certificates	\$ 87,346	\$ 85,000	\$ 85,000	\$ 70,978	\$ 85,000	\$ -	N/A
Death Certificates	54,428	50,000	50,000	34,490	50,000	-	N/A
Vital Statistics Postage & Handling	13,270	13,000	13,000	11,212	14,000	1,000	7.69%
Subtotal Vital Statistics	\$ 155,044	\$ 148,000	\$ 148,000	\$ 116,680	\$ 149,000	\$ 1,000	0.68%
Other Revenues							
Bainbridge - NDGC	\$ 5,543	\$ 5,487	\$ 5,487	\$ 5,487	\$ 5,533	\$ 46	0.84%
Bremerton - NDGC	9,448	9,364	9,364	9,364	9,496	132	1.41%
Kitsap County - NDGC	40,665	39,776	39,776	29,832	40,151	375	0.94%
Port Orchard - NDGC	3,222	3,195	3,195	3,195	3,247	52	1.63%
Poulsbo - NDGC	2,382	2,448	2,448	2,448	2,523	75	3.06%
Flex Court Restitution	1,390	1,650	1,650	880	1,320	(330)	-20.00%
Admin - Other	870	1,200	1,200	2,449	1,000	(200)	-16.67%
Sale of Surplus Property	330	-	-	5,450	-	-	N/A
Donations	34	-	-	185	-	-	N/A
Expenditure Reimbursements	531	-	-	755	-	-	N/A
Cashiers' Over/Short	20	-	-	(100)	-	-	N/A
Cash Adjustments	-	-	-	(210)	-	-	N/A
Interest	56,751	40,000	40,000	60,762	75,000	35,000	87.50%
Non-Revenue	1,394	242,650	242,650	1,580	242,650	-	N/A
Non-Revenue - KCHP Passthrough	1,000	-	-	-	-	-	N/A
Subtotal Other Revenues	\$ 123,580	\$ 345,770	\$ 345,770	\$ 122,077	\$ 380,920	\$ 35,150	10.17%
TOTAL REVENUES	\$ 290,714	\$ 493,770	\$ 493,770	\$ 238,757	\$ 529,920	\$ 36,150	7.32%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 1,879,300	\$ 1,825,207	\$ 1,784,675	\$ 1,251,543	\$ 1,912,540	\$ 87,333	4.78%
Payroll Taxes	138,230	148,670	145,506	93,240	158,019	9,349	6.29%
Benefits	538,759	523,259	518,062	371,637	558,480	35,221	6.73%
Unemployment	-	10,900	10,658	-	11,426	526	4.83%
Subtotal Personnel Costs	\$ 2,556,289	\$ 2,508,036	\$ 2,458,901	\$ 1,716,420	\$ 2,640,465	\$ 132,429	5.28%
Non-Personnel Costs							
Supplies	\$ 73,277	\$ 71,490	\$ 71,490	\$ 43,592	\$ 72,080	\$ 590	0.83%
Office Equipment <\$5,000	359	3,000	3,000	2,354	-	(3,000)	-100.00%
Computer Software <\$5,000	6,981	17,596	17,596	5,956	17,992	396	2.25%
Computer Hardware <\$5,000	22,270	26,575	26,575	9,738	14,585	(11,990)	-45.12%
Professional Services	155,205	87,285	85,431	39,982	87,960	675	0.77%
Legal Services	29,926	20,000	20,000	14,753	21,000	1,000	5.00%
Communications	45,982	74,056	78,910	28,203	83,160	9,104	12.29%
Travel & Mileage	6,406	4,810	4,810	1,651	4,810	-	N/A
Parking & Commute Trip Reduction	12,048	6,144	6,144	4,090	6,408	264	4.30%
Advertising	703	1,500	1,500	1,050	500	(1,000)	-66.67%
Rentals & Leases	35,990	29,800	29,800	22,427	29,500	(300)	-1.01%
Insurance	143,002	156,000	156,000	164,258	190,000	34,000	21.79%
Utilities	2,674	3,000	3,000	1,326	2,000	(1,000)	-33.33%
Repairs & Maintenance	79,987	82,394	82,444	58,860	91,856	9,462	11.48%
Operations & Maintenance: NDGC	52	-	-	-	-	-	N/A
Training	-	20,800	20,800	6,103	19,500	(1,300)	-6.25%
Miscellaneous	65,504	48,550	48,550	47,101	68,725	20,175	41.56%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	16,000	16,000	-	16,000	-	0.00%
Computer Hardware >\$5,000	-	13,000	13,000	-	16,500	3,500	26.92%
Government Center Debt Principal	165,000	165,000	165,000	123,750	175,000	10,000	6.06%
Government Center Debt Interest	141,300	136,350	136,350	102,267	129,750	(6,600)	-4.84%
Non-Expenditures	426	240,000	240,000	-	240,000	-	N/A
Subtotal Non-Personnel Costs	\$ 987,092	\$ 1,223,350	\$ 1,226,400	\$ 677,461	\$ 1,287,326	\$ 63,976	5.23%
PROGRAM EXPENDITURES	\$ 3,543,381	\$ 3,731,386	\$ 3,685,301	\$ 2,393,881	\$ 3,927,791	\$ 196,405	5.26%
Administrative Services Overhead	(2,891,943)	(3,199,114)	(2,926,747)	(2,155,124)	(3,400,521)	(201,407)	6.30%
TOTAL EXPENDITURES	\$ 651,438	\$ 532,272	\$ 758,554	\$ 238,757	\$ 527,270	\$ (5,002)	-0.94%

Kitsap Public Health District
2020 DRAFT BUDGET
PUBLIC HEALTH EMERGENCY PREPAREDNESS AND RESPONSE PROGRAM

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH Con Con PHEPR LHJ Funding	\$ 396,227	\$ 295,345	\$ 295,345	\$ 196,544	\$ 295,345	\$ -	N/A
CC PHEPR HC Systems Prep (Coalition)	27,197	-	-	-	-	-	N/A
Clean Water Kitsap	19,320	-	-	-	-	-	N/A
Other - PHEPR	-	-	-	-	-	-	N/A
DIRECT PROGRAM REVENUES	\$ 442,744	\$ 295,345	\$ 295,345	\$ 196,544	\$ 295,345	\$ -	N/A
Government Contributions	(58,047)	16,551	20,564	105,266	105,367	88,816	536.62%
TOTAL REVENUES	\$ 384,697	\$ 311,896	\$ 315,909	\$ 301,810	\$ 400,712	\$ 88,816	28.48%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 179,881	\$ 141,201	\$ 143,951	\$ 143,107	\$ 179,913	\$ 38,712	27.42%
Payroll Taxes	13,277	11,461	11,675	10,614	14,601	3,140	27.40%
Benefits	56,310	45,833	45,738	43,844	61,687	15,854	34.59%
Unemployment	-	846	862	-	1,078	232	27.42%
Subtotal Personnel Costs	\$ 249,468	\$ 199,341	\$ 202,226	\$ 197,565	\$ 257,279	\$ 57,938	29.06%
Non-Personnel Costs							
Supplies	\$ 1,158	\$ 1,500	\$ 1,500	\$ 285	\$ 480	\$ (1,020)	-68.00%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	300	300	-	240	(60)	-20.00%
Computer Hardware <\$5,000	-	-	-	353	-	-	N/A
Professional Services	-	-	-	-	-	-	N/A
Legal Services	1,355	1,500	1,500	188	1,500	-	N/A
Communications	2,980	3,596	3,596	2,326	3,087	(509)	-14.15%
Travel & Mileage	2,453	1,619	1,619	1,382	2,453	834	51.51%
Parking & Commute Trip Reduction	-	-	-	-	-	-	N/A
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	150	-	-	275	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	477	-	-	211	-	-	N/A
Operations & Maintenance: NDGC	12,108	9,804	10,762	9,409	12,569	2,765	28.20%
Training	-	5,800	5,800	3,131	4,884	(916)	-15.79%
Miscellaneous	1,930	-	-	587	-	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 22,611	\$ 24,119	\$ 25,077	\$ 18,147	\$ 25,213	\$ 1,094	4.54%
PROGRAM EXPENDITURES	\$ 272,079	\$ 223,460	\$ 227,303	\$ 215,712	\$ 282,492	\$ 59,032	26.42%
Administrative Services Overhead	112,618	88,436	88,606	86,098	118,220	29,784	33.68%
TOTAL EXPENDITURES	\$ 384,697	\$ 311,896	\$ 315,909	\$ 301,810	\$ 400,712	\$ 88,816	28.48%

**KITSAP PUBLIC HEALTH DISTRICT
2020 DRAFT BUDGET
KITSAP CONNECT**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
Kitsap Connects - 1/10th of 1%	\$ 335,051	\$ 380,105	\$ 350,105	\$ 229,322	\$ 380,000	\$ (105)	-0.03%
DSHS Medicaid Match - Kitsap Connect	26,837	17,322	17,322	7,614	-	(17,322)	-100.00%
KCF Heal Initiative	1,500	-	-	1,500	-	-	N/A
Bremerton Salvation Army Services	27,924	30,000	30,000	16,406	30,000	-	N/A
KCHP Process Funding	-	-	-	31,000	-	-	N/A
KCF Distribution	-	-	-	1,077	-	-	N/A
Reimburse Expenditures	-	-	-	454	-	-	N/A
DIRECT PROGRAM REVENUES	\$ 391,312	\$ 427,427	\$ 397,427	\$ 287,373	\$ 410,000	\$ (17,427)	-4.08%
Government Contributions	(5,608)	154,753	146,971	93,611	159,290	4,537	2.93%
TOTAL REVENUES	\$ 385,704	\$ 582,180	\$ 544,398	\$ 380,984	\$ 569,290	\$ (12,890)	-2.21%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 184,147	\$ 225,294	\$ 202,130	\$ 145,572	\$ 166,704	\$ (58,590)	-26.01%
Payroll Taxes	13,682	17,530	15,662	10,947	13,486	(4,044)	-23.07%
Benefits	46,825	52,635	45,218	42,021	36,624	(16,011)	-30.42%
Unemployment	-	1,351	1,213	-	1,000	(351)	-25.98%
Subtotal Personnel Costs	\$ 244,654	\$ 296,810	\$ 264,223	\$ 198,540	\$ 217,814	\$ (78,996)	-26.62%
Non-Personnel Costs							
Supplies	\$ 5,599	\$ 9,040	\$ 9,040	\$ 1,108	\$ 4,400	\$ (4,640)	-51.33%
Office Equipment	-	-	-	-	-	-	N/A
Computer Software	-	-	-	196	-	-	N/A
Computer Hardware	-	2,000	2,000	-	3,200	1,200	60.00%
Professional Services	86,715	141,674	141,674	84,648	244,305	102,631	72.44%
Legal Services	363	-	-	-	-	-	N/A
Communications	2,969	2,940	2,940	2,162	3,000	60	2.04%
Travel & Mileage	3,378	2,000	2,000	1,107	2,000	-	N/A
Parking & Commute Trip Reduction	1,960	-	-	603	-	-	N/A
Advertising	-	-	-	275	-	-	N/A
Rentals & Leases	6,080	4,800	4,800	3,103	-	(4,800)	-100.00%
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	1,000	1,000	1,000	810	1,800	800	1
Operations & Maintenance: Government Center	-	-	-	-	-	-	N/A
Training	-	800	800	1,513	-	(800)	(1)
Miscellaneous	4,973	-	-	397	-	-	N/A
Equipment	-	-	-	-	-	-	N/A
Computer Software > \$5,000	-	-	-	-	-	-	N/A
Computer Hardware > \$5,000	-	-	-	-	-	-	N/A
Government Center Dept Principal	-	-	-	-	-	-	N/A
Government Center Dept Interest	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 113,037	\$ 164,254	\$ 164,254	\$ 95,922	\$ 258,705	\$ -	N/A
TOTAL EXPENDITURES	\$ 357,691	\$ 461,064	\$ 428,477	\$ 294,462	\$ 476,519	\$ -	N/A
Administrative Services Overhead	28,013	121,116	-	-	-	94,451	1
Administrative Services Overhead	-	-	115,921	86,522	92,771	15,455	0
TOTAL EXPENDITURES W/OVERHEAD DISTRIBUTED	\$ 385,704	\$ 582,180	\$ 544,398	\$ 380,984	\$ 569,290	\$ 15,455	\$ 0

Kitsap Public Health District
2020 DRAFT BUDGET
COMMUNITY HEALTH DIVISION - SUMMARY

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DIRECT PROGRAM REVENUES	\$ 2,779,454	\$ 2,382,465	\$ 2,370,854	\$ 1,771,618	\$ 2,777,202	\$ 394,737	16.57%
Government Contributions	1,686,058	2,275,203	1,762,724	1,363,146	2,185,761	(89,442)	-3.93%
Draw from (Increase) Reserves	(15,913)	(29,131)	(22,830)	(24,291)	35,492	64,623	-221.84%
TOTAL REVENUES	\$ 4,449,599	\$ 4,623,642	\$ 4,137,099	\$ 3,114,369	\$ 4,998,455	\$ 374,813	8.11%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 1,847,019	\$ 1,941,879	\$ 1,725,313	\$ 1,314,986	\$ 2,108,466	\$ 166,587	8.58%
Payroll Taxes	136,802	157,972	140,534	97,872	171,725	13,753	8.71%
Benefits	531,171	572,746	504,545	370,758	626,671	53,925	9.42%
Unemployment	-	11,556	10,274	-	12,565	1,009	8.73%
Subtotal Personnel Costs	\$ 2,514,992	\$ 2,684,153	\$ 2,380,666	\$ 1,783,616	\$ 2,919,427	\$ 235,274	8.77%
Non-Personnel Costs							
Supplies	\$ 88,046	\$ 91,300	\$ 109,300	\$ 79,398	\$ 120,672	\$ 29,372	32.17%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	192	-	-	166	-	-	N/A
Computer Hardware <\$5,000	21,379	18,061	18,061	9,092	3,200	(14,861)	-82.28%
Professional Services	505,417	416,560	431,560	295,870	354,800	(61,760)	-14.83%
Legal Services	387	1,100	1,100	426	600	(500)	-45.45%
Communications	23,255	23,533	23,893	18,464	28,279	4,746	20.17%
Travel & Mileage	25,181	37,050	45,800	26,614	38,950	1,900	5.13%
Parking & Commute Trip Reduction	5,264	5,784	5,784	3,779	10,812	5,028	86.93%
Advertising	4,783	-	6,000	3,281	-	-	N/A
Rentals & Leases	15,279	28,300	28,300	34,287	56,550	28,250	99.82%
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	19,471	20,320	20,320	17,781	22,000	1,680	8.27%
Operations & Maintenance: NDGC	118,951	123,527	112,927	88,738	135,261	11,734	9.50%
Training	-	56,300	21,200	13,181	23,200	(33,100)	-58.79%
Miscellaneous	53,731	3,860	3,860	10,413	12,375	8,515	220.60%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal NON-LABOR COSTS	\$ 881,336	\$ 825,695	\$ 828,105	\$ 601,490	\$ 806,699	\$ (18,996)	-2.30%
PROGRAM EXPENDITURES	\$ 3,396,328	\$ 3,509,848	\$ 3,208,771	\$ 2,385,106	\$ 3,726,126	\$ 216,278	6.16%
Administrative Services Overhead	1,053,271	1,113,794	928,328	729,263	1,272,329	158,535	14.23%
Community Health Overhead	-	-	-	-	-	-	N/A
Clinic Overhead	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 4,449,599	\$ 4,623,642	\$ 4,137,099	\$ 3,114,369	\$ 4,998,455	\$ 374,813	8.11%

**Kitsap Public Health District
2020 DRAFT BUDGET
COMMUNITY HEALTH DIVISION ADMINISTRATION**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
Other Revenues							
DSHS Medicaid Match - CH Admin	\$ 68,593	\$ 4,895	\$ 7,531	\$ 11,773	\$ 150,000	\$ 145,105	2964.35%
OCH CBOSS DSRIP	-	-	49,476	49,476	46,427	46,427	#DIV/0!
Mason County Nightingale Notes	1,000	-	-	-	-	-	N/A
Olympic College Teaching Contract	2,820	2,493	2,493	2,493	3,100	607	24.35%
Non-Revenue	-	-	-	-	-	-	N/A
TOTAL REVENUES	\$ 72,413	\$ 7,388	\$ 59,500	\$ 63,742	\$ 199,527	\$ 192,139	2600.69%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 131,695	\$ 67,503	\$ 149,099	\$ 63,630	\$ 109,330	\$ 41,827	61.96%
Payroll Taxes	9,741	5,434	11,981	4,645	8,781	3,347	61.59%
Benefits	40,383	21,093	43,546	19,560	31,962	10,869	51.53%
Unemployment	-	404	890	-	653	249	61.63%
Subtotal Personnel Costs	\$ 181,819	\$ 94,434	\$ 205,516	\$ 87,835	\$ 150,726	\$ 56,292	59.61%
Non-Personnel Costs							
Supplies	\$ 451	\$ 2,000	\$ 2,000	\$ 973	\$ 500	\$ (1,500)	-75.00%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	1,210	1,800	1,800	-	-	(1,800)	-100.00%
Professional Services	8,369	-	-	626	12,600	12,600	#DIV/0!
Legal Services	-	600	600	-	600	-	N/A
Communications	2,232	2,212	2,212	1,783	1,940	(272)	-12.30%
Travel & Mileage	2,016	6,900	6,900	199	5,700	(1,200)	-17.39%
Parking & Commute Trip Reduction	-	-	-	-	-	-	N/A
Advertising	-	-	-	45	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	213	-	-	33	-	-	N/A
Operations & Maintenance: NDGC	-	-	-	-	-	-	N/A
Training	-	4,700	4,700	720	2,000	(2,700)	-57.45%
Miscellaneous	3,238	660	660	759	325	(335)	-50.76%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 17,729	\$ 18,872	\$ 18,872	\$ 5,138	\$ 23,665	\$ 4,793	25.40%
PROGRAM EXPENDITURES	\$ 199,548	\$ 113,306	\$ 224,388	\$ 92,973	\$ 174,391	\$ 61,085	53.91%
Administrative Services Overhead	-	-	-	-	-	-	N/A
Community Health Overhead	(127,135)	(110,813)	(164,888)	(29,231)	25,136	135,949	-122.68%
TOTAL EXPENDITURES	\$ 72,413	\$ 2,493	\$ 59,500	\$ 63,742	\$ 199,527	\$ 197,034	7903.49%

Kitsap Public Health District
2020 DRAFT BUDGET
ASSESSMENT AND EPIDEMIOLOGY PROGRAM

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
Clallam County Assessment Work	\$ 5,026	\$ 34,770	\$ 34,770	\$ 374	\$ 30,900	\$ (3,870)	-11.13%
Jefferson County Health Department	16,774	14,400	14,400	376	12,360	(2,040)	-14.17%
KCR Kitsap Interagency Coordinating Council	4,617	6,000	6,000	8,187	5,150	(850)	-14.17%
Olympic Community Action Programs	13,661	-	-	-	-	-	N/A
Kitsap Mental Health Services	129	3,000	3,000	3,227	20,000	17,000	566.67%
OCH EPI Support	108,257	140,000	140,000	86,757	120,000	(20,000)	-14.29%
KCF Kitsap Strong Initiative	52,036	37,000	37,000	42,984	40,000	3,000	8.11%
Jefferson County CHA CHIP	-	-	30,000	23,081	-	-	N/A
Jefferson County Assessment	-	-	-	3,117	-	-	N/A
Clallam County Assessment Work	-	-	-	9,388	-	-	N/A
OESD Behavioral Health Counseling Enhancement	8,932	10,988	10,988	6,869	15,446	4,458	40.57%
OCH Oral Health	-	-	25,000	-	35,000	35,000	#DIV/0!
1/10 of 1%: Assessment	34,139	40,000	40,000	21,228	41,200	1,200	3.00%
CHI Franciscan Community Health	23,138	-	-	-	-	-	N/A
New Unassigned Revenue	-	30,000	-	-	3,000	(27,000)	-90.00%
DIRECT PROGRAM REVENUES	\$ 266,709	\$ 316,158	\$ 341,158	\$ 205,588	\$ 323,056	\$ 6,898	2.18%
Government Contributions	274,801	293,750	303,933	196,840	410,555	116,805	39.76%
TOTAL REVENUES	\$ 541,510	\$ 609,908	\$ 645,091	\$ 402,428	\$ 733,611	\$ 123,703	20.28%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 251,826	\$ 291,945	\$ 288,471	\$ 188,263	\$ 332,403	\$ 40,458	13.86%
Payroll Taxes	18,919	23,724	23,482	14,233	27,052	3,328	14.03%
Benefits	71,270	74,365	83,441	54,809	111,330	36,965	49.71%
Unemployment	-	1,750	1,730	-	1,994	244	13.94%
Subtotal Personnel Costs	\$ 342,015	\$ 391,784	\$ 397,124	\$ 257,305	\$ 472,779	\$ 80,995	20.67%
Non-Personnel Costs							
Supplies	\$ 385	\$ 600	\$ 600	\$ 595	\$ 600	\$ -	N/A
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	1,740	-	-	649	-	-	N/A
Computer Hardware <\$5,000	1,290	3,200	4,400	4,226	1,600	(1,600)	-50.00%
Professional Services	-	-	-	-	-	-	N/A
Legal Services	-	-	-	568	-	-	N/A
Communications	2,705	2,772	2,772	1,947	3,700	928	33.48%
Travel & Mileage	2,533	3,600	3,600	2,000	3,600	-	N/A
Parking & Commute Trip Reduction	5,180	5,508	5,508	4,256	5,796	288	5.23%
Advertising	-	-	-	45	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	5,681	1,100	1,100	-	1,100	-	N/A
Operations & Maintenance: NDGC	18,638	19,269	21,129	13,942	23,097	3,828	19.87%
Training	-	8,000	8,000	840	8,000	-	N/A
Miscellaneous	6,946	350	350	27	350	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 45,098	\$ 44,399	\$ 47,459	\$ 29,095	\$ 47,843	\$ 3,444	7.76%
PROGRAM EXPENDITURES	\$ 387,113	\$ 436,183	\$ 444,583	\$ 286,400	\$ 520,622	\$ 84,439	19.36%
Administrative Services Overhead	154,397	173,725	174,157	112,132	217,269	43,544	25.06%
Community Health Overhead	-	-	26,351	3,896	(4,280)	(4,280)	#DIV/0!
TOTAL EXPENDITURES	\$ 541,510	\$ 609,908	\$ 645,091	\$ 402,428	\$ 733,611	\$ 123,703	20.28%

Kitsap Public Health District
2020 DRAFT BUDGET
HEALTHY COMMUNITIES - SUMMARY

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DIRECT PROGRAM REVENUES	\$ 1,521,759	\$ 1,223,490	\$ 1,227,657	\$ 874,540	\$ 1,083,369	\$ (140,121)	-11.45%
Government Contributions	965,138	1,166,232	767,413	676,679	838,450	(327,782)	-28.11%
Draw from (Increase) Reserves	-	-	-	-	-	-	N/A
TOTAL REVENUES	\$ 2,486,897	\$ 2,389,722	\$ 1,995,070	\$ 1,551,219	\$ 1,921,819	\$ (467,903)	-19.58%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 958,414	\$ 979,156	\$ 766,236	\$ 621,708	\$ 793,197	\$ (185,959)	-18.99%
Payroll Taxes	71,634	79,511	62,382	45,997	64,698	(14,813)	-18.63%
Benefits	259,116	256,143	217,378	181,559	228,315	(27,828)	-10.86%
Unemployment	-	5,825	4,565	-	4,721	(1,104)	-18.95%
Subtotal Personnel Costs	\$ 1,289,164	\$ 1,320,635	\$ 1,050,561	\$ 849,264	\$ 1,090,931	\$ (229,704)	-17.39%
Non-Personnel Costs							
Supplies	\$ 8,497	\$ 6,000	\$ 6,000	\$ 6,646	\$ 4,800	\$ (1,200)	-20.00%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	192	-	-	95	-	-	N/A
Computer Hardware <\$5,000	13,445	2,000	2,000	3,437	1,600	(400)	-20.00%
Professional Services	402,728	291,660	282,660	215,944	222,000	(69,660)	-23.88%
Legal Services	387	-	-	374	-	-	N/A
Communications	9,701	11,488	11,848	7,290	9,583	(1,905)	-16.58%
Travel & Mileage	15,673	20,000	20,250	8,591	15,250	(4,750)	-23.75%
Parking & Commute Trip Reduction	4,298	4,320	4,320	2,689	3,576	(744)	-17.22%
Advertising	3,000	-	6,000	3,191	-	-	N/A
Rentals & Leases	516	-	-	120	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	13,288	13,580	13,580	12,930	13,200	(380)	-2.80%
Operations & Maintenance: NDGC	63,901	64,953	55,861	43,849	53,296	(11,657)	-17.95%
Training	-	9,000	9,000	5,621	5,500	(3,500)	-38.89%
Miscellaneous	9,889	2,100	2,100	8,216	10,600	8,500	404.76%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal NON-LABOR COSTS	\$ 545,515	\$ 425,101	\$ 413,619	\$ 318,993	\$ 339,405	\$ (85,696)	-20.16%
PROGRAM EXPENDITURES	\$ 1,834,679	\$ 1,745,736	\$ 1,464,180	\$ 1,168,257	\$ 1,430,336	\$ (315,400)	-18.07%
Administrative Services Overhead	581,971	585,691	461,043	370,104	501,368	(84,323)	-14.40%
Community Health Overhead	70,247	58,295	69,847	12,858	(9,885)	(68,180)	-116.96%
TOTAL EXPENDITURES	\$ 2,486,897	\$ 2,389,722	\$ 1,995,070	\$ 1,551,219	\$ 1,921,819	\$ (467,903)	-19.58%

**Kitsap Public Health District
2020 DRAFT BUDGET
CHRONIC DISEASE PREVENTION PROGRAM**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH ConCon USDA Snap-Ed Fini	\$ 60,798	\$ 82,110	\$ 82,110	\$ 44,198	\$ 10,500	\$ (71,610)	-87.21%
DOH Healthy Communities Lead (1422)	320,115	-	-	-	-	-	N/A
DOH Youth Tobacco 7 Vapor Product Prevention	30,946	68,978	73,478	51,536	55,305	(13,673)	-19.82%
DOH CC LSPAN	-	-	75,000	20,959	60,000	60,000	#DIV/0!
DOH PHBG Tobacco Prevention	37,560	40,000	38,000	37,778	-	(40,000)	-100.00%
DOH Tobacco Prevention	19,471	33,333	-	-	24,482	(8,851)	-26.55%
DOH Marijuana & Tobacco Education Provision	239,998	226,260	226,260	198,317	253,459	27,199	12.02%
DOH ConCon Snap-Ed IAR	101,334	83,000	83,000	48,535	83,000	-	N/A
CDP Other	12	-	-	-	-	-	N/A
New Unassigned Revenue	-	10,000	-	-	-	(10,000)	-100.00%
DIRECT PROGRAM REVENUES	\$ 810,234	\$ 543,681	\$ 577,848	\$ 401,323	\$ 486,746	\$ (56,935)	-10.47%
Government Contributions	97,893	291,087	266,305	239,991	312,928	21,841	7.50%
TOTAL REVENUES	\$ 908,127	\$ 834,768	\$ 844,153	\$ 641,314	\$ 799,674	\$ (35,094)	-4.20%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 274,218	\$ 299,878	\$ 289,897	\$ 215,672	\$ 303,292	\$ 3,414	1.14%
Payroll Taxes	20,344	24,376	23,624	15,631	24,915	539	2.21%
Benefits	71,541	77,186	82,833	68,569	90,753	13,567	17.58%
Unemployment	-	1,793	1,735	-	1,816	23	1.28%
Subtotal Personnel Costs	\$ 366,103	\$ 403,233	\$ 398,089	\$ 299,872	\$ 420,776	\$ 17,543	4.35%
Non-Personnel Costs							
Supplies	\$ 3,806	\$ 1,000	\$ 1,000	\$ 3,878	\$ 1,000	\$ -	N/A
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	192	-	-	95	-	-	N/A
Computer Hardware <\$5,000	2,587	2,000	2,000	3,339	1,600	(400)	-20.00%
Professional Services	321,200	200,950	200,950	172,257	155,800	(45,150)	-22.47%
Legal Services	-	-	-	-	-	-	N/A
Communications	1,091	2,769	3,129	2,162	3,600	831	30.01%
Travel & Mileage	2,062	4,000	4,250	1,728	4,250	250	6.25%
Parking & Commute Trip Reduction	269	288	288	237	312	24	8.33%
Advertising	3,000	-	6,000	3,191	-	-	N/A
Rentals & Leases	516	-	-	120	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	-	-	-	236	-	-	N/A
Operations & Maintenance: NDGC	18,828	19,832	21,177	15,499	20,556	724	3.65%
Training	-	4,000	4,000	2,481	2,000	(2,000)	-50.00%
Miscellaneous	3,253	200	200	997	200	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 356,804	\$ 235,039	\$ 242,994	\$ 206,220	\$ 189,318	\$ (45,721)	-19.45%
PROGRAM EXPENDITURES	\$ 722,907	\$ 638,272	\$ 641,083	\$ 506,092	\$ 610,094	\$ (28,178)	-4.41%
Administrative Services Overhead	165,271	178,703	175,318	130,682	193,396	14,693	8.22%
Community Health Overhead	19,949	17,793	27,752	4,540	(3,816)	(21,609)	-121.45%
TOTAL EXPENDITURES	\$ 908,127	\$ 834,768	\$ 844,153	\$ 641,314	\$ 799,674	\$ (35,094)	-4.20%

**Kitsap Public Health District
2020 DRAFT BUDGET
PARENT CHILD HEALTH PROGRAM**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH Con Con MCGBG/MCH	\$ 109,329	\$ 79,927	\$ 79,927	\$ 103,938	\$ 79,927	\$ -	N/A
DSHS Medicaid Match - PCH	56,795	41,046	41,046	19,976	-	(41,046)	-100.00%
DSHS Medicaid Match - Interpreter	13,295	-	-	-	-	-	N/A
TCPI FFY17 TCI PTN Contracts	73,117	-	-	-	-	-	N/A
CC DOH Lead Environments Children	-	-	-	1,000	1,000	1,000	#DIV/0!
OESD Head Start/Early Headstart Expansion	51,562	54,750	54,750	40,677	54,750	-	N/A
DSHS Title Nineteen MSS First Steps	50,875	60,000	30,000	25,364	-	(60,000)	-100.00%
DSHS Workfirst Children with Special Needs	2,825	2,000	2,000	1,950	2,000	-	N/A
PCH - TCPI Regional Care ConCon	26,143	-	-	-	-	-	N/A
Jefferson County - Nightingale Notes	1,513	1,650	1,650	3,572	1,650	-	N/A
Mason County - Nightingale Notes	-	1,000	1,000	-	1,000	-	N/A
Child Care Centers	3,705	-	-	285	-	-	N/A
Other - PCH	5,903	-	-	-	-	-	N/A
KCR Head Start	-	2,500	2,500	-	2,500	-	N/A
Harrison Medical Center - New Parent Support	16,457	-	-	14,918	15,000	15,000	#DIV/0!
Kitsap County 1/10th of 1% - PCH	31,573	-	-	3,678	-	-	N/A
PCH Donations	2,500	-	-	-	-	-	N/A
New Contracts	-	-	-	-	-	-	N/A
DIRECT PROGRAM REVENUES	\$ 445,592	\$ 242,873	\$ 212,873	\$ 215,358	\$ 157,827	\$ (85,046)	-35.02%
Government Contributions	584,470	710,482	323,966	171,085	286,157	(424,325)	-59.72%
TOTAL REVENUES	\$ 1,030,062	\$ 953,355	\$ 536,839	\$ 386,443	\$ 443,984	\$ (509,371)	-53.43%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 462,882	\$ 437,638	\$ 231,654	\$ 178,213	\$ 204,356	\$ (233,282)	-53.30%
Payroll Taxes	34,695	35,477	18,863	13,107	16,592	(18,885)	-53.23%
Benefits	128,177	114,378	69,575	49,798	58,908	(55,470)	-48.50%
Unemployment	-	2,602	1,381	-	1,216	(1,386)	-53.27%
Subtotal Personnel Costs	\$ 625,754	\$ 590,095	\$ 321,473	\$ 241,118	\$ 281,072	\$ (309,023)	-52.37%
Non-Personnel Costs							
Supplies	\$ 2,930	\$ 3,000	\$ 3,000	\$ 1,119	\$ 1,800	\$ (1,200)	-40.00%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	10,245	-	-	98	-	-	N/A
Professional Services	7,397	12,000	3,000	2,150	1,200	(10,800)	-90.00%
Legal Services	97	-	-	374	-	-	N/A
Communications	7,390	5,779	5,779	4,523	2,762	(3,017)	-52.21%
Travel & Mileage	8,093	8,000	8,000	1,927	3,000	(5,000)	-62.50%
Parking & Commute Trip Reduction	3,345	1,440	1,440	618	-	(1,440)	-100.00%
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	11,788	11,287	11,287	10,803	11,400	113	1.00%
Operations & Maintenance: NDGC	31,115	29,023	17,069	12,347	13,732	(15,291)	-52.69%
Training	-	4,000	4,000	1,905	1,500	(2,500)	-62.50%
Miscellaneous	5,324	900	900	732	900	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 87,724	\$ 75,429	\$ 54,475	\$ 36,596	\$ 36,294	\$ (39,135)	-51.88%
PROGRAM EXPENDITURES	\$ 713,478	\$ 665,524	\$ 375,948	\$ 277,714	\$ 317,366	\$ (348,158)	-52.31%
Administrative Services Overhead	282,486	261,780	140,676	105,078	129,162	(132,618)	-50.66%
Community Health Overhead	34,098	26,051	20,215	3,651	(2,544)	(28,595)	-109.77%
TOTAL EXPENDITURES	\$ 1,030,062	\$ 953,355	\$ 536,839	\$ 386,443	\$ 443,984	\$ (509,371)	-53.43%

**Kitsap Public Health District
2020 DRAFT BUDGET
NURSE FAMILY PARTNERSHIP PROGRAM**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
Jefferson County Public Health - ThriveFive	\$ 89,822	\$ 192,157	\$ 192,157	\$ 128,388	\$ 192,157	\$ -	N/A
CC DOH MCHBG NFP	73,910	79,927	79,927	-	79,927	-	0.00%
KCF NFP Healthy Start Kitsap Fund	659	2,000	2,000	-	2,000	-	N/A
Kitsap County 1/10th of 1% - NFP	101,054	127,828	139,128	116,208	153,712	25,884	20.25%
DSHS Medicaid Match	-	23,724	23,724	10,428	-	(23,724)	-100.00%
Other - NFP	488	-	-	2,835	-	-	N/A
New Unassigned Revenue	-	11,300	-	-	11,000	(300)	-2.65%
DIRECT PROGRAM REVENUES	\$ 265,933	\$ 436,936	\$ 436,936	\$ 257,859	\$ 438,796	\$ 1,860	0.43%
Government Contributions	282,775	164,663	177,142	265,603	239,365	74,702	45.37%
TOTAL REVENUES	\$ 548,708	\$ 601,599	\$ 614,078	\$ 523,462	\$ 678,161	\$ 76,562	12.73%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 221,314	\$ 241,640	\$ 244,685	\$ 227,823	\$ 285,549	\$ 43,909	18.17%
Payroll Taxes	16,595	19,658	19,895	17,259	23,191	3,533	17.97%
Benefits	59,398	64,579	64,970	63,192	78,654	14,075	21.80%
Unemployment	-	1,430	1,449	-	1,689	259	18.11%
Subtotal Personnel Costs	\$ 297,307	\$ 327,307	\$ 330,999	\$ 308,274	\$ 389,083	\$ 61,776	18.87%
Non-Personnel Costs							
Supplies	\$ 1,761	\$ 2,000	\$ 2,000	\$ 1,649	\$ 2,000	\$ -	N/A
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	613	-	-	-	-	-	N/A
Professional Services	74,131	78,710	78,710	41,537	65,000	(13,710)	-17.42%
Legal Services	290	-	-	-	-	-	N/A
Communications	1,220	2,940	2,940	605	3,221	281	9.56%
Travel & Mileage	5,518	8,000	8,000	4,936	8,000	-	N/A
Parking & Commute Trip Reduction	684	2,592	2,592	1,834	3,264	672	25.93%
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	1,500	2,293	2,293	1,891	1,800	(493)	-21.50%
Operations & Maintenance: NDGC	13,958	16,098	17,615	16,003	19,008	2,910	18.08%
Training	-	1,000	1,000	1,235	2,000	1,000	100.00%
Miscellaneous	1,312	1,000	1,000	6,487	9,500	8,500	850.00%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 100,987	\$ 114,633	\$ 116,150	\$ 76,177	\$ 113,793	\$ (840)	-0.73%
PROGRAM EXPENDITURES	\$ 398,294	\$ 441,940	\$ 447,149	\$ 384,451	\$ 502,876	\$ 60,936	13.79%
Administrative Services Overhead	134,214	145,208	145,049	134,344	178,810	33,602	23.14%
Community Health Overhead	16,200	14,451	21,880	4,667	(3,525)	(17,976)	-124.39%
TOTAL EXPENDITURES	\$ 548,708	\$ 601,599	\$ 614,078	\$ 523,462	\$ 678,161	\$ 76,562	12.73%

**Kitsap Public Health District
2020 DRAFT BUDGET
CLINICAL SERVICES - SUMMARY**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DIRECT PROGRAM REVENUES	\$ 1,185,282	\$ 1,151,587	\$ 1,083,697	\$ 833,336	\$ 1,171,250	\$ 19,663	1.71%
Government Contributions	720,920	1,108,971	995,311	686,467	936,756	(172,215)	-15.53%
Draw from (Increase) Reserves	(15,913)	(29,131)	(22,830)	(24,291)	35,492	64,623	-221.84%
TOTAL REVENUES	\$ 1,890,289	\$ 2,231,427	\$ 2,056,178	\$ 1,495,512	\$ 2,143,498	\$ (87,929)	-3.94%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 756,910	\$ 895,220	\$ 809,978	\$ 629,648	\$ 873,536	\$ (21,684)	-2.42%
Payroll Taxes	55,427	73,027	66,171	47,230	71,194	(1,833)	-2.51%
Benefits	231,672	295,510	243,621	169,639	255,064	(40,446)	-13.69%
Unemployment	-	5,327	4,819	-	5,197	(130)	-2.44%
Subtotal Personnel Costs	\$ 1,044,009	\$ 1,269,084	\$ 1,124,589	\$ 846,517	\$ 1,204,991	\$ (64,093)	-5.05%
Non-Personnel Costs							
Supplies	\$ 79,098	\$ 83,300	\$ 101,300	\$ 71,779	\$ 114,772	\$ 31,472	37.78%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	71	-	-	N/A
Computer Hardware <\$5,000	6,724	14,261	14,261	5,655	-	(14,261)	-100.00%
Professional Services	94,320	124,900	148,900	79,300	120,200	(4,700)	-3.76%
Legal Services	-	500	500	52	-	(500)	-100.00%
Communications	11,322	9,833	9,833	9,391	13,056	3,223	32.78%
Travel & Mileage	7,492	10,150	18,650	17,824	14,400	4,250	41.87%
Parking & Commute Trip Reduction	966	1,464	1,464	1,090	1,440	(24)	-1.64%
Advertising	1,783	-	-	45	-	-	N/A
Rentals & Leases	14,763	28,300	28,300	34,167	56,550	28,250	99.82%
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	5,970	6,740	6,740	4,818	7,700	960	14.24%
Operations & Maintenance: NDGC	55,050	58,574	57,066	44,889	58,868	294	0.50%
Training	-	42,600	7,500	6,840	7,700	(34,900)	-81.92%
Miscellaneous	40,604	1,100	1,100	1,438	1,100	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal NON-LABOR COSTS	\$ 318,092	\$ 381,722	\$ 395,614	\$ 277,359	\$ 395,786	\$ 14,064	3.68%
PROGRAM EXPENDITURES	\$ 1,362,101	\$ 1,650,806	\$ 1,520,203	\$ 1,123,876	\$ 1,600,777	\$ (50,029)	-3.03%
Administrative Services Overhead	471,300	528,103	467,285	359,159	553,692	25,589	4.85%
Community Health Overhead	56,888	52,518	68,690	12,477	(10,971)	(63,489)	-120.89%
Clinic Overhead	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 1,890,289	\$ 2,231,427	\$ 2,056,178	\$ 1,495,512	\$ 2,143,498	\$ (87,929)	-3.94%

**Kitsap Public Health District
2020 DRAFT BUDGET
COMMUNICABLE DISEASE PROGRAM**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH Con Con AFIX Immunization	\$ 19,969	\$ 27,500	\$ 27,500	\$ 22,685	\$ 27,500	\$ -	N/A
DOH Con Con FA317 Immunization FED	10,772	-	-	-	-	-	N/A
DOH Con Con VFC Immunization FED	7,324	-	-	-	-	-	N/A
DOH Con Con PPHF Ops Peri Hep B	49	-	-	830	2,500	2,500	#DIV/0!
DSHS Medicaid Match -	34,726	9,038	9,038	3,972	-	(9,038)	-100.00%
Foundational Public Health Services	73,673	-	-	73,673	147,000	147,000	#DIV/0!
DSHS Title Nineteen - CD	2,252	3,500	3,500	889	1,500	(2,000)	-57.14%
DOH Con Con Increase Imm Rates	-	-	16,000	16,134	16,000	16,000	#DIV/0!
Fees - CD	13,083	10,000	10,000	13,967	15,000	5,000	50.00%
Fees - CD Insurance	19,431	15,000	15,000	14,691	-	(15,000)	-100.00%
Other - CD	-	-	-	-	-	-	N/A
New Unassigned Revenue	-	16,000	-	-	-	(16,000)	-100.00%
DIRECT PROGRAM REVENUES	\$ 181,279	\$ 81,038	\$ 81,038	\$ 146,841	\$ 209,500	\$ 128,462	158.52%
Government Contributions	445,698	138,495	136,932	82,801	766,660	628,165	453.57%
Draw from (Increase) in FPHS Designated Funds	-	-	-	-	-	-	N/A
TOTAL REVENUES	\$ 626,977	\$ 219,533	\$ 217,970	\$ 229,642	\$ 976,160	\$ 756,627	344.65%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 272,662	\$ 91,200	\$ 80,932	\$ 94,408	\$ 458,193	\$ 366,993	402.40%
Payroll Taxes	20,120	7,153	6,310	6,973	37,159	30,006	419.49%
Benefits	77,590	26,198	22,517	29,151	125,732	99,534	379.93%
Unemployment	-	518	457	-	2,709	2,191	422.97%
Subtotal Personnel Costs	\$ 370,372	\$ 125,069	\$ 110,216	\$ 130,532	\$ 623,793	\$ 498,724	398.76%
Non-Personnel Costs							
Supplies	\$ 27,932	\$ 12,000	\$ 30,000	\$ 21,148	\$ 30,000	\$ 18,000	150.00%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	71	-	-	N/A
Computer Hardware <\$5,000	1,694	4,094	4,094	-	-	(4,094)	-100.00%
Professional Services	9,749	-	-	1,034	1,000	1,000	#DIV/0!
Legal Services	-	-	-	-	-	-	N/A
Communications	4,135	346	346	1,221	4,820	4,474	1293.06%
Travel & Mileage	241	500	500	2,261	500	-	N/A
Parking & Commute Trip Reduction	221	-	-	6	-	-	N/A
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	2,996	500	500	-	1,580	1,080	216.00%
Operations & Maintenance: NDGC	18,623	6,151	5,865	7,127	30,475	24,324	395.45%
Training	-	-	-	717	2,500	2,500	#DIV/0!
Miscellaneous	3,634	600	600	160	600	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 69,225	\$ 24,191	\$ 41,905	\$ 33,745	\$ 71,475	\$ 47,284	195.46%
PROGRAM EXPENDITURES	\$ 439,597	\$ 149,260	\$ 152,121	\$ 164,277	\$ 695,268	\$ 546,008	365.81%
Administrative Services Overhead	167,198	55,421	48,161	56,885	286,598	231,177	417.13%
Community Health Overhead	20,182	5,523	6,963	1,976	(5,706)	(11,229)	-203.31%
Clinic Overhead	-	9,329	10,725	6,504	-	(9,329)	-100.00%
TOTAL EXPENDITURES	\$ 626,977	\$ 219,533	\$ 217,970	\$ 229,642	\$ 976,160	\$ 756,627	344.65%

Kitsap Public Health District
2020 DRAFT BUDGET
SYRINGE EXCHANGE PROGRAM (Previously STI)

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019(\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH ConCon HIV Prevention - State	\$ 43,330	\$ 40,000	\$ 40,000	\$ 26,550	\$ 40,000	\$ -	N/A
DSHS Medicaid Match	-	23,272	23,272	10,229	-	(23,272)	-100.00%
Foundational Public Health Services	73,673	-	-	-	-	-	N/A
KC Solid Waste Tipping Fees (Needle Exchange)	85,000	89,250	40,000	40,000	85,000	(4,250)	-4.76%
New Unassigned Revenue	-	-	-	-	45,000	45,000	#DIV/0!
DIRECT PROGRAM REVENUES	\$ 202,003	\$ 152,522	\$ 103,272	\$ 76,779	\$ 170,000	\$ 17,478	11.46%
Government Contributions	131,752	453,169	298,549	229,076	66,880	(386,289)	-85.24%
Draw from (Increase) in FPHS Designated Funds	-	-	-	-	-	-	N/A
TOTAL REVENUES	\$ 333,755	\$ 605,691	\$ 401,821	\$ 305,855	\$ 236,880	\$ (368,811)	-60.89%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 106,314	\$ 210,740	\$ 120,444	\$ 108,901	\$ 41,089	\$ (169,651)	-80.50%
Payroll Taxes	7,943	17,264	9,890	8,184	3,350	(13,914)	-80.60%
Benefits	29,125	66,196	33,962	26,871	14,401	(51,795)	-78.24%
Unemployment	-	1,258	719	-	246	(1,012)	-80.45%
Subtotal Personnel Costs	\$ 143,382	\$ 295,458	\$ 165,015	\$ 143,956	\$ 59,086	\$ (236,372)	-80.00%
Non-Personnel Costs							
Supplies	\$ 30,308	\$ 45,000	\$ 45,000	\$ 30,406	\$ 65,000	\$ 20,000	44.44%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	605	600	600	-	-	(600)	-100.00%
Professional Services	75,833	78,600	78,600	46,372	82,200	3,600	4.58%
Legal Services	-	-	-	-	-	-	N/A
Communications	841	1,172	1,172	1,160	360	(812)	-69.28%
Travel & Mileage	210	200	200	212	200	-	N/A
Parking & Commute Trip Reduction	44	-	-	-	-	-	N/A
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	2,185	4,380	4,380	2,998	-	(4,380)	-100.00%
Operations & Maintenance: NDGC	7,726	14,531	8,763	8,119	2,886	(11,645)	-80.14%
Training	-	-	-	544	500	500	#DIV/0!
Miscellaneous	81	-	-	-	-	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 117,833	\$ 144,483	\$ 138,715	\$ 89,811	\$ 151,146	\$ 6,663	4.61%
PROGRAM EXPENDITURES	\$ 261,215	\$ 439,941	\$ 303,730	\$ 233,767	\$ 210,232	\$ (229,709)	-52.21%
Administrative Services Overhead	64,727	130,740	71,623	62,735	27,175	(103,565)	-79.21%
Community Health Overhead	7,813	12,980	9,654	2,179	(527)	(13,507)	-104.06%
Clinic Overhead	-	22,030	16,814	7,174	-	(22,030)	-100.00%
TOTAL EXPENDITURES	\$ 333,755	\$ 605,691	\$ 401,821	\$ 305,855	\$ 236,880	\$ (368,811)	-60.89%

**Kitsap Public Health District
2020 DRAFT BUDGET
TUBERCULOSIS PROGRAM**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DSHS Medicaid Match - TB	\$ 4,141	\$ 2,636	\$ -	\$ -	\$ -	\$ (2,636)	-100.00%
DSHS Title Nineteen - TB	98	250	250	31	250	-	N/A
Kitsap County Tuberculosis Intergovernmental	99,868	99,868	99,868	75,000	99,868	-	N/A
Fees - TB	13,482	12,000	12,000	11,832	15,000	3,000	25.00%
Fees - TB Insurance	2,561	3,000	3,000	1,404	-	(3,000)	-100.00%
Other - TB	-	-	-	-	-	-	N/A
DIRECT PROGRAM REVENUES	\$ 120,150	\$ 117,754	\$ 115,118	\$ 88,267	\$ 115,118	\$ (2,636)	-2.24%
Government Contributions	-	2,323	-	-	-	(2,323)	-100.00%
Draw from (Increase) in TB Designated Funds	(15,913)	(29,131)	(22,830)	(24,291)	35,492	64,623	-221.84%
TOTAL REVENUES	\$ 104,237	\$ 90,946	\$ 92,288	\$ 63,976	\$ 150,610	\$ 59,664	65.60%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 45,198	\$ 23,363	\$ 23,363	\$ 29,255	\$ 48,205	\$ 24,842	106.33%
Payroll Taxes	3,343	1,924	1,924	2,197	3,948	2,024	105.20%
Benefits	13,047	5,710	5,710	7,600	19,200	13,490	236.25%
Unemployment	-	139	139	-	289	150	107.91%
Subtotal Personnel Costs	\$ 61,588	\$ 31,136	\$ 31,136	\$ 39,052	\$ 71,642	\$ 40,506	130.09%
Non-Personnel Costs							
Supplies	\$ 2,814	\$ 2,800	\$ 2,800	\$ 158	\$ 2,800	\$ -	N/A
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	121	367	367	-	-	(367)	-100.00%
Professional Services	2,191	36,700	36,700	2,711	37,000	300	0.82%
Legal Services	-	-	-	-	-	-	N/A
Communications	505	720	720	166	1,416	696	96.67%
Travel & Mileage	82	200	200	188	200	-	N/A
Parking & Commute Trip Reduction	-	-	-	-	-	-	N/A
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	789	-	-	161	1,080	1,080	#DIV/0!
Operations & Maintenance: NDGC	3,020	1,531	1,657	1,909	3,500	1,969	128.61%
Training	-	-	-	75	700	700	#DIV/0!
Miscellaneous	1,968	-	-	-	-	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 11,490	\$ 42,318	\$ 42,444	\$ 5,368	\$ 46,696	\$ 4,378	10.35%
PROGRAM EXPENDITURES	\$ 73,078	\$ 73,454	\$ 73,580	\$ 44,420	\$ 118,338	\$ 44,884	61.10%
Administrative Services Overhead	27,803	13,795	13,637	17,019	32,920	19,125	138.64%
Community Health Overhead	3,356	1,374	2,056	591	(648)	(2,022)	-147.16%
Clinic Overhead	-	2,323	3,015	1,946	-	(2,323)	-100.00%
TOTAL EXPENDITURES	\$ 104,237	\$ 90,946	\$ 92,288	\$ 63,976	\$ 150,610	\$ 59,664	65.60%

**Kitsap Public Health District
2020 DRAFT BUDGET
HIV/AIDS PROGRAM**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH Con Con HOPWA	\$ 3,282	\$ -	\$ 36,000	\$ 31,693	\$ 50,000	\$ 50,000	#DIV/0!
DOH Con Con Client Services ADAP	512,802	450,000	450,000	283,022	464,583	14,583	3.24%
DOH Con Con RW HIV Peer Navigation	-	-	-	11,328	41,749	41,749	#DIV/0!
DOH Con Con RW HIV Provider Capacity	28,082	-	-	16,966	-	-	N/A
DOH Con Con RW Peer Nav Proviso	21,270	-	34,000	13,745	-	-	N/A
DOH Con Con HIV CS/End AIDS WA - CE	4,152	-	12,496	17,713	-	-	N/A
DOH Con Con Client Services Administration	-	95,000	60,000	18,076	60,000	(35,000)	-36.84%
DSHS Medicaid Match	3,887	38,410	38,410	16,883	-	(38,410)	-100.00%
Pierce County Aids Foundation - HOPWA	5,004	24,000	-	-	-	(24,000)	-100.00%
UW Harborview HIV Clinic	2,881	-	-	-	-	-	N/A
DSHS Title Nineteen AIDS Case Management	19,805	60,000	60,000	33,373	60,000	-	N/A
AIDS Counseling & Testing	295	500	500	47	300	(200)	-40.00%
DOH CC Jefferson County Microgrant	-	-	15,000	11,797	-	-	N/A
New Unassigned Revenue	-	77,000	-	-	-	(77,000)	-100.00%
DIRECT PROGRAM REVENUES	\$ 601,460	\$ 744,910	\$ 706,406	\$ 454,643	\$ 676,632	\$ (68,278)	-9.17%
Government Contributions	157,636	218,612	121,176	193,099	103,216	(115,396)	-52.79%
Draw from (Increase) HIV/AIDS Designated Funds	-	-	-	-	-	-	N/A
TOTAL REVENUES	\$ 759,096	\$ 963,522	\$ 827,582	\$ 647,742	\$ 779,848	\$ (183,674)	-19.06%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 306,146	\$ 367,618	\$ 333,964	\$ 274,099	\$ 326,049	\$ (41,569)	-11.31%
Payroll Taxes	22,061	30,141	27,403	20,674	26,737	(3,404)	-11.29%
Benefits	103,675	133,838	106,632	71,773	95,731	(38,107)	-28.47%
Unemployment	-	2,201	1,999	-	1,953	(248)	-11.27%
Subtotal Personnel Costs	\$ 431,882	\$ 533,798	\$ 469,998	\$ 366,546	\$ 450,470	\$ (83,328)	-15.61%
Non-Personnel Costs							
Supplies	\$ 18,044	\$ 22,000	\$ 22,000	\$ 19,537	\$ 16,972	\$ (5,028)	-22.85%
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	4,304	5,400	5,400	4,524	-	(5,400)	-100.00%
Professional Services*	160	-	15,000	11,797	-	-	N/A
Legal Services	-	500	500	52	-	(500)	-100.00%
Communications	5,133	4,135	4,135	4,708	6,460	2,325	56.23%
Travel & Mileage	6,789	8,500	17,000	14,971	13,500	5,000	58.82%
Parking & Commute Trip Reduction	701	1,464	1,464	928	1,440	(24)	-1.64%
Advertising	-	-	-	45	-	-	N/A
Rentals & Leases	14,763	28,300	28,300	34,167	56,550	28,250	99.82%
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	-	-	-	-	5,040	5,040	#DIV/0!
Operations & Maintenance: NDGC	23,900	26,254	25,024	20,793	22,007	(4,247)	-16.18%
Training	-	32,500	2,500	4,137	4,000	(28,500)	-87.69%
Miscellaneous	34,921	500	500	249	500	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 108,715	\$ 129,553	\$ 121,823	\$ 115,908	\$ 126,469	\$ (3,084)	-2.38%
PROGRAM EXPENDITURES	\$ 540,597	\$ 663,351	\$ 591,821	\$ 482,454	\$ 576,939	\$ (86,412)	-13.03%
Administrative Services Overhead	194,966	236,756	204,914	159,738	206,999	(29,757)	-12.57%
Community Health Overhead	23,533	23,566	30,847	5,550	(4,090)	(27,656)	-117.36%
Clinic Overhead	-	39,849	-	-	-	(39,849)	-100.00%
TOTAL EXPENDITURES	\$ 759,096	\$ 963,522	\$ 827,582	\$ 647,742	\$ 779,848	\$ (183,674)	-19.06%

Kitsap Public Health District
2020 DRAFT BUDGET
ENVIRONMENTAL HEALTH DIVISION - SUMMARY

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DIRECT PROGRAM REVENUES	\$ 5,888,873	\$ 6,675,581	\$ 6,840,627	\$ 4,960,689	\$ 6,758,875	\$ 83,294	1.25%
Government Contributions	216,612	18,840	11,854	66,431	294,797	275,957	1464.74%
Draw from (Increase) Reserves	(302,803)	(176,445)	(550,270)	(657,566)	(115,094)	61,351	-34.77%
TOTAL REVENUES	\$ 5,802,682	\$ 6,517,976	\$ 6,302,211	\$ 4,369,554	\$ 6,938,578	\$ 420,602	6.45%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 2,666,379	\$ 2,859,128	\$ 2,770,061	\$ 2,052,667	\$ 3,062,409	\$ 203,281	7.11%
Payroll Taxes	199,754	233,074	225,807	154,022	249,240	16,166	6.94%
Benefits	791,370	864,373	815,141	595,222	909,061	44,688	5.17%
Unemployment	-	17,016	16,483	-	18,297	1,281	7.53%
Subtotal Personnel Costs	\$ 3,657,503	\$ 3,973,591	\$ 3,827,492	\$ 2,801,911	\$ 4,239,007	\$ 265,416	6.68%
Non-Personnel Costs							
Supplies	\$ 31,757	\$ 42,882	\$ 42,882	\$ 24,253	\$ 34,914	\$ (7,968)	-18.58%
Office Equipment <\$5,000	1,657	5,700	5,700	-	1,700	(4,000)	-70.18%
Computer Software <\$5,000	475	-	-	5,326	3,000	3,000	#DIV/0!
Computer Hardware <\$5,000	64,330	36,703	36,703	6,731	9,980	(26,723)	-72.81%
Professional Services	123,804	96,144	101,000	61,230	79,834	(16,310)	-16.96%
Legal Services	9,997	18,700	18,700	11,493	19,211	511	2.73%
Communications	31,841	30,256	30,256	25,121	30,024	(232)	-0.77%
Travel & Mileage	47,508	54,189	54,189	33,458	53,044	(1,145)	-2.11%
Parking & Commute Trip Reduction	8,552	10,152	10,152	7,426	10,044	(108)	-1.06%
Advertising	1,685	5,500	5,500	-	5,000	(500)	-9.09%
Rentals & Leases	6,334	4,960	4,960	2,557	4,960	-	N/A
Insurance	-	1,676	1,676	-	1,676	-	N/A
Utilities	115	-	-	-	-	-	N/A
Repairs & Maintenance	16,995	28,418	28,418	8,885	29,458	1,040	3.66%
Operations & Maintenance: NDGC	184,606	188,799	196,583	143,742	203,816	15,017	7.95%
Training	-	24,410	24,410	13,747	25,460	1,050	4.30%
Miscellaneous	67,393	263,854	263,854	55,486	270,250	6,396	2.42%
Equipment >\$5,000	7,406	30,000	30,000	27,079	-	(30,000)	-100.00%
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 604,455	\$ 842,343	\$ 854,983	\$ 426,534	\$ 782,371	\$ (59,972)	-7.12%
PROGRAM EXPENDITURES	\$ 4,261,958	\$ 4,815,934	\$ 4,682,475	\$ 3,228,445	\$ 5,021,378	\$ 205,444	4.27%
Administrative Services Overhead	1,292,268	1,563,667	1,479,369	951,509	1,841,261	277,594	17.75%
Environmental Health Overhead	248,456	138,375	140,367	189,600	75,939	(62,436)	-45.12%
TOTAL EXPENDITURES	\$ 5,802,682	\$ 6,517,976	\$ 6,302,211	\$ 4,369,554	\$ 6,938,578	\$ 420,602	6.45%

**Kitsap Public Health District
2020 DRAFT BUDGET
ENVIRONMENTAL HEALTH DIVISION ADMINISTRATION**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
N/A - None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 183,998	\$ 99,549	\$ 99,549	\$ 136,483	\$ 47,332	\$ (52,217)	-52.45%
Payroll Taxes	13,854	7,982	7,982	10,186	3,800	(4,182)	-52.39%
Benefits	46,679	23,000	24,992	36,779	15,643	(7,357)	-31.99%
Unemployment	-	594	594	-	284	(310)	-52.19%
Subtotal Personnel Costs	\$ 244,531	\$ 131,125	\$ 133,117	\$ 183,448	\$ 67,059	\$ (64,066)	-48.86%
Non-Personnel Costs							
Supplies	\$ 348	\$ 600	\$ 600	\$ 538	\$ 600	\$ -	N/A
Office Equipment <\$5,000	-	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	-	1,225	1,225	-	2,800	1,575	128.57%
Professional Services	-	-	-	-	-	-	N/A
Legal Services	-	600	600	1,571	600	-	N/A
Communications	1,367	1,505	1,505	1,295	1,560	55	3.65%
Travel & Mileage	733	600	600	849	600	-	N/A
Parking & Commute Trip Reduction	-	-	-	-	-	-	N/A
Advertising	12	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	-	360	360	-	360	-	N/A
Operations & Maintenance: NDGC	-	-	-	-	-	-	N/A
Training	-	1,200	1,200	699	1,200	-	N/A
Miscellaneous	1,465	1,160	1,160	1,200	1,160	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 3,925	\$ 7,250	\$ 7,250	\$ 6,152	\$ 8,880	\$ 1,630	22.48%
PROGRAM EXPENDITURES	\$ 248,456	\$ 138,375	\$ 140,367	\$ 189,600	\$ 75,939	\$ (62,436)	-45.12%
Environmental Health Overhead	(248,456)	(138,375)	(140,367)	(189,600)	(75,939)	62,436	-45.12%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A

Kitsap Public Health District
2020 DRAFT BUDGET
SOLID & HAZARDOUS WASTE PROGRAM

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOE LSWFA Grant	\$ 148,782	\$ 50,000	\$ 63,596	\$ 63,596	\$ 71,300	\$ 21,300	42.60%
DOE Local Source Control Grant (LSC)	169,014	220,000	220,000	136,574	200,000	(20,000)	-9.09%
DOH Lead Environments for Children	1,473	-	-	500	-	-	N/A
DOE Site Hazard Assessment Grant	-	-	-	-	-	-	N/A
Secure Medicine Return - Clallam	3,215	-	1,000	1,077	-	-	N/A
Secure Medicine Return Fee	10,972	7,250	7,250	7,250	7,402	152	2.10%
Kitsap County Solid Waste Tipping Fees	654,443	866,898	916,148	663,799	900,000	33,102	3.82%
Permits	42,834	68,000	68,000	44,188	41,433	(26,567)	-39.07%
Plan Reviews	-	1,200	1,200	-	-	(1,200)	-100.00%
School Plan Reviews	-	-	6,000	5,220	3,000	3,000	#DIV/0!
New Unassigned Revenue (Drug Lab Fees)	-	6,000	-	-	-	(6,000)	-100.00%
Surplus Sales	-	-	-	3,290	-	-	N/A
Other	7,417	-	-	6,488	-	-	N/A
DIRECT PROGRAM REVENUES	\$ 1,038,150	\$ 1,219,348	\$ 1,283,194	\$ 931,982	\$ 1,223,135	\$ 3,787	0.31%
Government Contributions	-	-	-	-	-	-	N/A
Draw from (Increase) SHW Designated Funds	(179,444)	(114,639)	(217,455)	(226,205)	(112,642)	1,997	-1.74%
TOTAL REVENUES	\$ 858,706	\$ 1,104,709	\$ 1,065,739	\$ 705,777	\$ 1,110,493	\$ 5,784	0.52%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 387,820	\$ 483,655	\$ 463,258	\$ 305,735	\$ 494,001	\$ 10,346	2.14%
Payroll Taxes	29,397	39,382	37,738	23,174	40,188	806	2.05%
Benefits	102,227	139,963	136,151	82,244	152,968	13,005	9.29%
Unemployment	-	2,895	2,773	-	2,957	62	2.14%
Subtotal Personnel Costs	\$ 519,444	\$ 665,895	\$ 639,920	\$ 411,153	\$ 690,114	\$ 24,219	3.64%
Non-Personnel Costs							
Supplies	\$ 6,417	\$ 7,000	\$ 7,000	\$ 7,403	\$ 7,000	\$ -	N/A
Office Equipment <\$5,000	-	4,000	4,000	-	-	(4,000)	-100.00%
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	5,414	2,511	2,511	1,131	1,200	(1,311)	-52.21%
Professional Services	-	5,000	5,000	313	5,000	-	N/A
Legal Services	448	4,000	4,000	6,485	4,000	-	N/A
Communications	5,357	6,465	6,465	4,227	6,664	199	3.08%
Travel & Mileage	2,677	3,000	3,000	3,107	5,400	2,400	80.00%
Parking & Commute Trip Reduction	1,862	2,928	2,928	1,983	3,000	72	2.46%
Advertising	1,595	5,000	5,000	-	5,000	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	600	600	-	600	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	3,008	1,000	1,000	1,835	2,040	1,040	104.00%
Operations & Maintenance: NDGC	27,653	32,751	34,039	21,945	33,714	963	2.94%
Training	-	7,200	7,200	3,311	9,000	1,800	25.00%
Miscellaneous	12,523	8,000	8,000	6,856	8,000	-	N/A
Equipment >\$5,000	-	30,000	30,000	27,079	-	(30,000)	-100.00%
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 66,954	\$ 119,455	\$ 120,743	\$ 85,675	\$ 90,618	\$ (28,837)	-24.14%
PROGRAM EXPENDITURES	\$ 586,398	\$ 785,350	\$ 760,663	\$ 496,828	\$ 780,732	\$ (4,618)	-0.59%
Administrative Services Overhead	234,494	295,354	280,769	179,178	317,201	21,847	7.40%
Environmental Health Overhead	37,814	24,005	24,307	29,771	12,560	(11,445)	-47.68%
TOTAL EXPENDITURES	\$ 858,706	\$ 1,104,709	\$ 1,065,739	\$ 705,777	\$ 1,110,493	\$ 5,784	0.52%

**KITSAP PUBLIC HEALTH DISTRICT
2020 DRAFT BUDGET
DRINKING WATER & ONSITE SEPTIC SYSTEMS**

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOE Well Construction	\$ -	\$ -	\$ -	\$ -	\$ 25,185	\$ 25,185	#DIV/0!
CC Group B Water Systems	-	-	-	-	10,000	10,000	#DIV/0!
DOH ConCon - PS OSS LMP	62,644	30,000	30,000	8,988	-	(30,000)	-100.00%
Installer Certifications	28,430	11,660	24,200	32,545	32,325	20,665	177.23%
Septic Tank Pumper Certifications	-	3,960	-	-	-	(3,960)	-100.00%
O&M Certifications	-	8,580	-	-	-	(8,580)	-100.00%
Delinquent Certification Renewals	-	870	870	-	-	(870)	-100.00%
Sewage Permits	455,236	502,750	502,750	366,927	445,393	(57,357)	-11.41%
PUD Well Construction	-	-	-	-	10,000	10,000	#DIV/0!
DOH CC DW Group A - SS	-	-	-	-	14,500	14,500	#DIV/0!
DOH CC DW Group A - TA	-	-	-	-	1,600	1,600	#DIV/0!
Group B Operating Permits	-	-	-	-	24,000	24,000	#DIV/0!
Building Clearances	106,657	118,140	118,140	92,540	139,171	21,031	17.80%
Property Conveyance Reports	568,782	649,140	649,140	446,255	780,414	131,274	20.22%
Operations & Maintenance Annual Report Fees	489,220	501,000	601,200	434,710	599,690	98,690	19.70%
Building Site Application Waivers	30,464	26,100	26,100	22,185	32,695	6,595	25.27%
Building Site Applications	377,530	446,899	446,899	316,093	555,043	108,144	24.20%
Land Use	20,911	27,865	27,865	15,015	16,850	(11,015)	-39.53%
Other - OSS	343	2,674	2,674	246	337	(2,337)	-87.40%
Water Samples	192	-	-	-	-	-	N/A
WT Plan Reviews/New Water Systems	-	-	-	-	2,030	2,030	#DIV/0!
Well Site Inspections	-	-	-	-	13,110	13,110	#DIV/0!
WT Sanitary Surveys	-	-	-	-	26,825	26,825	#DIV/0!
DW Well Decommissionings	-	-	-	-	19,260	19,260	#DIV/0!
DIRECT PROGRAM REVENUES	\$ 2,140,409	\$ 2,329,638	\$ 2,429,838	\$ 1,735,504	\$ 2,748,428	\$ 418,790	17.98%
Government Contributions	-	-	-	-	-	-	N/A
Draw from (Increase) OSS Designated Funds	(109,772)	(145,345)	(272,570)	(441,846)	(2,452)	142,893	-98.31%
TOTAL REVENUES	\$ 2,030,637	\$ 2,184,293	\$ 2,157,268	\$ 1,293,658	\$ 2,745,976	\$ 561,683	25.71%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 854,294	\$ 963,924	\$ 961,799	\$ 568,304	\$ 1,230,843	\$ 266,919	27.69%
Payroll Taxes	63,574	78,779	78,601	42,498	100,432	21,653	27.49%
Benefits	276,903	298,221	285,384	171,350	373,268	75,047	25.16%
Unemployment	-	5,744	5,731	-	7,339	1,595	27.77%
Subtotal Personnel Costs	\$ 1,194,771	\$ 1,346,668	\$ 1,331,515	\$ 782,152	\$ 1,711,882	\$ 365,214	27.12%
Non-Personnel Costs							
Supplies	\$ 7,032	\$ 6,720	\$ 6,720	\$ 5,600	\$ 10,221	\$ 3,501	52.10%
Office Equipment	-	-	-	-	-	-	N/A
Computer Software	475	-	-	4,413	3,000	3,000	#DIV/0!
Computer Hardware	36,914	26,146	26,146	2,262	4,400	(21,746)	-83.17%
Professional Services	14,923	6,744	2,000	508	17,134	10,390	154.06%
Legal Services	3,089	3,600	3,600	1,801	7,811	4,211	116.97%
Communications	8,889	6,576	6,576	7,367	7,200	624	9.49%
Travel & Mileage	22,149	21,403	21,403	13,346	22,115	712	3.33%
Parking & Commute Trip Reduction	1,995	2,304	2,304	1,493	2,304	-	N/A
Advertising	50	-	-	-	-	-	N/A
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	8,803	19,858	19,858	3,739	19,858	-	N/A
Operations & Maintenance: NDGC	69,999	66,234	70,858	45,592	83,633	17,399	26.27%
Training	-	5,760	5,760	2,174	5,760	-	N/A
Miscellaneous	31,512	26,534	26,534	25,719	32,861	6,327	23.84%
Equipment	3,703	-	-	-	-	-	N/A
Computer Software	-	-	-	-	-	-	N/A
Computer Hardware	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 209,533	\$ 191,879	\$ 191,759	\$ 114,014	\$ 216,297	\$ 24,418	12.73%
PROGRAM EXPENDITURES	\$ 1,404,304	\$ 1,538,547	\$ 1,523,274	\$ 896,166	\$ 1,928,179	\$ 389,632	25.32%
Administrative Services Overhead	539,357	597,200	583,381	340,857	786,636	189,436	31.72%
Environmental Health Overhead	86,976	48,546	50,613	56,635	31,161	(17,385)	-35.81%
TOTAL EXPENDITURES	\$ 2,030,637	\$ 2,184,293	\$ 2,157,268	\$ 1,293,658	\$ 2,745,976	\$ 561,683	25.71%

Kitsap Public Health District
2020 DRAFT BUDGET
FOOD & LIVING ENVIRONMENT PROGRAM

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
DOH Con Con Beach IAR	\$ 199	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
DOH Con Con Shellfish	55	-	-	-	-	-	N/A
USDA Summer Food Program OSPI	1,820	-	-	-	1,740	1,740	#DIV/0!
Clean Water Kitsap - Food & LE	1,214	-	-	-	-	-	N/A
Clean Water Kitsap - Beach / RSF	11,985	-	-	-	-	-	N/A
Clean Water Kitsap - LMP	912	-	-	-	-	-	N/A
Establishments	629,908	702,000	702,000	690,590	689,175	(12,825)	-1.83%
Food Handler Permits	10,525	11,850	11,850	8,950	11,235	(615)	-5.19%
Food Handler Permits - TPCHD	82,627	85,517	85,517	63,493	85,000	(517)	-0.60%
Temporary Permits	39,249	38,100	38,100	35,995	37,952	(148)	-0.39%
Camps	3,120	3,480	3,480	3,480	3,560	80	2.30%
Pools/Spas	71,263	79,000	79,000	80,690	84,194	5,194	6.57%
LE Reinspections	147	390	390	-	-	(390)	-100.00%
LE School Plan Review	8,358	-	-	-	-	-	N/A
Other - Food & Living Environment	260	-	-	220	-	-	N/A
Food Establishment Reinspections	1,081	47,000	47,000	37,120	21,793	(25,207)	-53.63%
Port Gamble S'Klallam Tribe	-	-	-	-	-	-	N/A
Plan Reviews - Food & LE	47,125	33,060	33,060	37,288	47,453	14,393	43.54%
DIRECT PROGRAM REVENUES	\$ 909,848	\$ 1,000,397	\$ 1,000,397	\$ 957,826	\$ 982,102	\$ (18,295)	-1.83%
Government Contributions	159,660	85,596	109,036	(127,663)	252,827	167,231	195.37%
TOTAL REVENUES	\$ 1,069,508	\$ 1,085,993	\$ 1,109,433	\$ 830,163	\$ 1,234,929	\$ 148,936	13.71%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 475,788	\$ 491,191	\$ 502,065	\$ 374,937	\$ 571,594	\$ 80,403	16.37%
Payroll Taxes	35,546	39,945	40,870	28,107	46,458	6,513	16.30%
Benefits	146,157	149,342	152,017	111,522	163,141	13,799	9.24%
Unemployment	-	2,906	2,972	-	3,420	514	17.69%
Subtotal Personnel Costs	\$ 657,491	\$ 683,384	\$ 697,924	\$ 514,566	\$ 784,613	\$ 101,229	14.81%
Non-Personnel Costs							
Supplies	\$ 2,517	\$ 4,000	\$ 4,000	\$ 2,789	\$ 2,633	\$ (1,367)	-34.18%
Office Equipment <\$5,000	-	1,700	1,700	-	1,700	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	2,601	1,800	1,800	2,033	1,580	(220)	-12.22%
Professional Services	125	200	200	83	200	-	0.00%
Legal Services	1,899	2,000	2,000	1,071	2,000	-	N/A
Communications	7,328	6,274	6,274	5,771	7,280	1,006	16.03%
Travel & Mileage	12,420	18,281	18,281	8,607	14,929	(3,352)	-18.34%
Parking & Commute Trip Reduction	1,388	1,440	1,440	1,367	1,440	-	N/A
Advertising	-	500	500	-	-	(500)	-100.00%
Rentals & Leases	-	-	-	-	-	-	N/A
Insurance	-	-	-	-	-	-	N/A
Utilities	-	-	-	-	-	-	N/A
Repairs & Maintenance	1,158	-	-	-	-	-	N/A
Operations & Maintenance: NDGC	32,554	33,609	37,138	27,307	38,331	4,722	14.05%
Training	-	3,500	3,500	3,717	3,500	-	N/A
Miscellaneous	5,350	1,850	1,850	1,348	1,919	69	3.73%
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 67,340	\$ 75,154	\$ 78,683	\$ 54,093	\$ 75,512	\$ 358	0.48%
PROGRAM EXPENDITURES	\$ 724,831	\$ 758,538	\$ 776,607	\$ 568,659	\$ 860,125	\$ 101,587	13.39%
Administrative Services Overhead	296,813	302,823	306,329	224,245	360,523	57,700	19.05%
Environmental Health Overhead	47,864	24,632	26,497	37,259	14,281	(10,351)	-42.02%
TOTAL EXPENDITURES	\$ 1,069,508	\$ 1,085,993	\$ 1,109,433	\$ 830,163	\$ 1,234,929	\$ 148,936	13.71%

Kitsap Public Health District
2020 DRAFT BUDGET
POLLUTION IDENTIFICATION & CORRECTION PROGRAM

	ACTUAL 2018	BUDGET 2019	BUDGET - RT 2019	YTD ACTUAL 9/30/2019	BUDGET 2020	DIFFERENCE FROM 2019 (\$)	DIFFERENCE FROM 2019 (%)
REVENUES							
Hood Canal Coordinating Council - Phase 3	\$ 36,128	\$ 7,000	\$ 18,000	\$ 26,493	\$ -	\$ (7,000)	-100.00%
NEP BEachPS SSI 1-5 PIC Task 4	2,035	5,800	5,800	900	5,800	-	0.00%
CC Water Rec Beach IAR	14,000	14,200	14,200	9,746	18,000	3,800	26.76%
DOE NEP Nutrient Reduction - Lake Symington	4,121	-	-	-	-	-	N/A
DOE Kitsap County 4A & 4B Project - Federal	51,674	79,092	79,092	51,755	79,450	358	0.45%
DOE CCWF Kitsap County 4A & 4B Project - State	21,821	33,396	33,396	21,855	33,450	54	0.16%
Rec Shellfish/Biotoxin PSAA	13,260	12,300	12,300	4,944	14,000	1,700	13.82%
NEP Kitsap PIC NTA	4,448	12,000	12,000	10,767	-	(12,000)	-100.00%
City of Poulsbo Stormwater	14,201	8,250	8,250	5,209	15,000	6,750	81.82%
Clean Water Kitsap	1,045,628	1,155,000	1,155,000	638,655	1,230,000	75,000	6.49%
Kitsap County Septic Tipping Fees	136,666	125,000	125,000	114,097	125,000	-	N/A
Surplus Sales	6,340	-	-	-	-	-	N/A
PIC Other	112	224,510	224,510	-	224,510	-	N/A
New Unassigned Revenue ¹	-	-	-	-	60,000	60,000	#DIV/0!
DIRECT PROGRAM REVENUES	\$ 1,350,434	\$ 1,676,548	\$ 1,687,548	\$ 884,421	\$ 1,805,210	\$ 128,662	7.67%
Government Contributions	56,952	(70,471)	(97,182)	194,094	41,970	112,441	-159.56%
TOTAL REVENUES	\$ 1,407,386	\$ 1,606,077	\$ 1,590,366	\$ 1,078,515	\$ 1,847,180	\$ 241,103	15.01%
EXPENDITURES							
Personnel Costs							
Salaries & Wages	\$ 574,890	\$ 578,859	\$ 572,215	\$ 461,777	\$ 718,639	\$ 139,780	24.15%
Payroll Taxes	43,180	47,255	46,721	34,624	58,362	11,107	23.50%
Benefits	163,766	172,120	168,504	132,334	204,041	31,921	18.55%
Unemployment	-	3,432	3,393	-	4,297	865	25.20%
Subtotal Personnel Costs	\$ 781,836	\$ 801,666	\$ 790,833	\$ 628,735	\$ 985,339	\$ 183,673	22.91%
Non-Personnel Costs							
Supplies	\$ 14,607	\$ 23,310	\$ 23,310	\$ 6,062	\$ 14,460	\$ (8,850)	-37.97%
Office Equipment <\$5,000	1,657	-	-	-	-	-	N/A
Computer Software <\$5,000	-	-	-	-	-	-	N/A
Computer Hardware <\$5,000	3,966	3,000	3,000	1,131	-	(3,000)	-100.00%
Professional Services	108,756	83,800	83,800	50,026	57,500	(26,300)	-31.38%
Legal Services	4,416	6,000	6,000	242	4,800	(1,200)	-20.00%
Communications	6,725	6,898	6,898	4,981	7,320	422	6.12%
Travel & Mileage	8,036	9,000	9,000	4,836	10,000	1,000	11.11%
Parking & Commute Trip Reduction	3,038	3,192	3,192	2,370	3,300	108	3.38%
Advertising	-	-	-	-	-	-	N/A
Rentals & Leases	6,334	4,960	4,960	2,557	4,960	-	N/A
Insurance	-	1,076	1,076	-	1,076	-	N/A
Utilities	115	-	-	-	-	-	N/A
Repairs & Maintenance	3,432	7,200	7,200	1,816	7,200	-	N/A
Operations & Maintenance: NDGC	40,105	39,426	42,086	32,610	48,138	8,712	22.10%
Training	-	6,000	6,000	3,754	6,000	-	N/A
Miscellaneous	14,502	226,310	226,310	19,871	226,310	-	N/A
Equipment >\$5,000	-	-	-	-	-	-	N/A
Computer Software >\$5,000	-	-	-	-	-	-	N/A
Computer Hardware >\$5,000	-	-	-	-	-	-	N/A
Subtotal Non-Personnel Costs	\$ 215,689	\$ 420,172	\$ 422,832	\$ 130,256	\$ 391,064	\$ (29,108)	-6.93%
PROGRAM EXPENDITURES	\$ 997,525	\$ 1,221,838	\$ 1,213,665	\$ 758,991	\$ 1,376,403	\$ 154,565	12.65%
Administrative Services Overhead	352,945	355,345	346,653	273,998	452,840	97,495	27.44%
Environmental Health Overhead	56,916	28,894	30,048	45,526	17,937	(10,957)	-37.92%
TOTAL EXPENDITURES	\$ 1,407,386	\$ 1,606,077	\$ 1,590,366	\$ 1,078,515	\$ 1,847,180	\$ 241,103	15.01%

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**Kitsap Public Health Board Resolution 2017-03
Kitsap Public Health District
Environmental Health Division
Fee Schedule (Effective January 1, 2020)**

Item No.		Res. 2017-03 2020 Fee	Proposed 2020 Fee
GENERAL ^{1,2,3}			
1	Administrative Meetings or Appeal Hearings:		
	Administrative Review Meeting with Environmental Health Director	150.00	150.00
	Appeal Hearing with Health Officer	445.00	445.00
	Appeal Hearing with Board of Health (Hearing with Health Officer is a required prerequisite)	590.00	590.00
2	Standard Hourly Rate	150.00	150.00
3	Delinquent Service/Payment > 30 days Overdue	1% / day up to 30 days	1% / day up to 30 days
	Non-Sufficient Funds (NSF) Fee	25.00	25.00
	Refund Handling Fee ⁴	25.00	25.00
4	Photocopies (Plus postage and handling when applicable)	\$0.15/copy	\$0.15/copy
5	Work without Permit Investigation Fee: The cost of the original applicable permit fee the applicant failed to obtain in addition to the cost of the current applicable permit fee.	Project Specific	Project Specific
WATER ^{2,3}			
	(*Note: Please refer to Onsite Sewage Program section for Building Site Applications and Building Clearance service charges.)		
6	Group B public water system annual operating permit	75.00	75.00
7	Water Status Reports - Public Water Supply:		
	Group A or B	150.00	145.00
	Water Status Reports - Private Individual and Private Two-Party (includes bacteriological water sample)	315.00	310.00
	Water Status Reports - Private Individual and Private Two-Party (Includes bacteriological and nitrate water samples)	345.00	340.00
	Water Status Reports - Private Individual and Private Two-Party (no water samples)	295.00	290.00
	Amended Water Status Report (following correction of items of non-compliance - includes a site inspection to collect a bacteriological water sample)	170.00	165.00
	Amended Water Status Report (following correction of items of non-compliance, no site inspection and no KPHD sampling)	110.00	110.00
8	Building Clearances for Sewered Properties		
	Properties with a public water supply	90.00	90.00
	Properties with a private water supply	150.00	145.00
9	Water System Plan Reviews:		
	New or Existing Unapproved Group B ⁶	1,035.00	1,015.00
	Expanding Group B or Group A ⁷	150.00	145.00
10	Sanitary Surveys:		
	Group A	740.00	725.00
	Group B	445.00	435.00
11	Surface Seal Inspection	150.00	145.00
12	Well Decommissioning	225.00	220.00
13	Waiver Applications	150.00	145.00
14	Irrigation Well Waiver Applications	295.00	290.00
15	Well Site Inspections (Not Associated with BSA):		
	Replacement, Group A or B Public Well Site, Irrigation or other Non-Potable Well	590.00	580.00
	Amended Well Site Inspection	150.00	145.00
16	Coordinated Water System Plan Review	150.00	145.00
17	Miscellaneous:		
	Copy of local regulations (Plus postage and handling when applicable)	12.00	12.00
	Re-inspection for Compliance	150.00	145.00
18	Water System Designer Certifications:		
	Annual Renewal ⁸	225.00	220.00
	Delinquent Certification Renewal Fee	375.00	365.00
19	Environmental Monitoring Services: Environmental Monitoring/Reporting ⁷ (Labor Only).	150.00	145.00

DRAFT**Kitsap Public Health Board Resolution 2017-03****Kitsap Public Health District****Environmental Health Division****Fee Schedule (Effective January 1, 2020)**

Item No.		Res. 2017-03 2020 Fee	Proposed 2020 Fee
	<u>ONSITE SEWAGE</u> ^{2,3}		
	New/Alteration/Expansion Building Site Applications (BSA) ⁹ (Total includes mandatory Drinking Water service charges as shown):		
20	Single Family Residential Onsite Sewage System w/Private Water Supply (Existing or proposed water source)	1,090.00	1,070.00
21	Single Family Residential Onsite Sewage System on Public Water Supply:	825.00	810.00
22	Multi-Family/Community, Residential or Commercial Onsite Sewage System on Private Water Supply:	1,260.00	1,235.00
23	Multi-Family/Community Residential or Commercial Onsite Sewage System on Public Water Supply:	965.00	945.00
24	Redesign BSA	335.00	325.00
25	Redesign BSA: (Design package change only, no site visit)	150.00	145.00
26	Repair or Replacement BSA (No Alteration or Expansion) - Includes OSS Waiver(s)	555.00	545.00
27	OSS Remediation Application	295.00	290.00
28	Pre-Application Meeting for BSA	150.00	145.00
29	BSA Revisions (Minor Site Plan changes)	75.00	75.00
30	BSA Wet Weather Review ¹⁰	295.00	290.00
31	Building Clearance (BC) - Residential	335.00	330.00
32	Building Clearance - Commercial	555.00	545.00
33	Building Clearance Exemption ¹¹	110.00	110.00
34	Commercial Building Clearance Exemption ¹¹	150.00	145.00
35	Accepted BSA/BC Records Replacement for Building Permit	10.00	10.00
36	BSA - Compliance: (For Reserve area/Records establishment for Onsite Sewage System (OSS) when submitted independently; Does not include Drinking Water review)	295.00	290.00
37	Sewage System Permits: ¹²		
	New, Replacement, or Repair Installation	740.00	725.00
	Tank Replacement/Connection, Component Repair/Replacement, Remediation	225.00	220.00
38	Re-Inspection for Sewage Disposal Permit Violation	225.00	220.00
39	OSS Installation Wet Weather Review	150.00	145.00
40	Monitoring and Maintenance Fees: ¹³		
	Annual Contract fee	60.00	60.00
	Incomplete/Erroneous Report Resubmittal Fee	60.00	60.00
41	Pumping or Inspection Report Submittal Fee (RESERVED)	TBD	TBD
42	OSS Waiver Requests (New, Redesign, Alteration BSA, Building Clearance, Building Compliance, Building Permit, and Sewage Disposal Permits)	150.00	145.00
43	Installer, Pumper and Maintenance Specialist (including Residential Homeowner) Certifications:		
	Initial Certification	445.00	435.00
44	Annual Renewals of Valid Certifications: ⁸		
	Installer, Maintenance Specialist & Pumper (1st Truck)	225.00	220.00
	Annual Pumper Renewal for Each Additional Truck	75.00	75.00
	Homeowner Monitoring & Maintenance	150.00	145.00
	Delinquent Certification Renewal Fee	295.00	290.00
45	Administrative Conference Fee	295.00	290.00
46	State Licensed Designer/Engineer: Local Referral List Publishing & Maintenance (Optional)	75.00	75.00
47	Property Conveyance Inspection and Evaluation Report for Onsite Sewage System (Non-refundable; See Water Status Report item in Drinking Water section for water only review) ¹⁴	295.00	290.00
48	Amended OSS and/or Drinking Water Supply Evaluation Report (Following correction of items of non-compliance when no site visit is needed)	110.00	110.00
49	Amended OSS and/or Drinking Water Supply Evaluation Report (Following correction of items of non-compliance - <u>includes a site inspection</u>)	150.00	145.00
	Land Use Applications (Total Includes Mandatory Drinking Water Service Charges as Shown): ¹⁵	2020 Fee	2020 Fee
50	Subdivision with Public Sewer:	215.00	210.00
51	Subdivision with Onsite Sewage Systems (OSS):	650.00	635.00
52	Amended Subdivision with OSS:	295.00	290.00

DRAFT**Kitsap Public Health Board Resolution 2017-03****Kitsap Public Health District****Environmental Health Division****Fee Schedule (Effective January 1, 2020)**

53	Large Lot Subdivision (These include Preliminary/Final/Amendment/Alteration reviews)	150.00	145.00
54	Conditional Use/Other Land Use Applications	150.00	145.00
55	Repeat Inspections for Code Violations ⁷ (When not Otherwise Specified).	150.00	145.00
Item No.	FOOD ^{2,3,16,17}	Res. 2017-03 2020 Fee	2020 Fee
56	Change of ownership application (New permit holder without menu or equipment change, must be submitted within 30 days of ownership change or a full plan review fee will be required)	150.00	150.00
57	Bakeries	410.00	410.00
58	Bed & Breakfasts/Hotel/Motel (Breakfast Only)	330.00	330.00
59	Caterers:		
	With Commissary	670.00	670.00
	With Restaurant	295.00	295.00
60	Demonstrators	295.00	295.00
61	Food Handler Permits:		
	(Set by State BOH)	10.00	10.00
	Duplicate for Lost Card	10.00	10.00
	Food Worker Class Fee - Regular business day by appointment Only (minimum 20 people; includes card fee for up to 20 people. \$10/person additional for each person over the first 20)	205.00	205.00
62	Groceries:		
	1-3 checkouts	295.00	295.00
	3 or more checkouts	630.00	630.00
63	High Priority Inspections	225.00	225.00
64	Limited Menus	330.00	330.00
65	Meat/Fish Markets	410.00	410.00
66	Mobile Units	670.00	670.00
67	Plan Review and Pre-Op Inspections: ¹⁸		
	Change in Menu and/or Equipment Review	225.00	225.00
	Food Establishment Plan Review - Low Risk Establishments	295.00	295.00
	Food Establishment Plan Review - High Risk Establishments	370.00	370.00
	Variance Request Review	225.00	225.00
	Special Process Plan Review	375.00	375.00
68	Reinspections - Each Re-Inspection after First Re-Inspection ¹⁹	150.00	150.00
69	Restaurants (No Lounge):	670.00	670.00
	Seasonal (9 months or less) 75% fee schedule menu	375.00	375.00
	Special Process Permit	295.00	295.00
70	Restaurants (With Lounge):	740.00	740.00
	Special Process Permit	295.00	295.00
	Taverns (No Food)	285.00	285.00
71	Schools:		
	Central Kitchen	665.00	665.00
	Preschools/Headstart/ECAP	295.00	295.00
	Warming Kitchen	330.00	330.00
	Temporary Permits (due 14 days prior to event): ²⁰		
72	Bake Sale/Exempt Food Application Review	No Charge	No Charge
73	Limited Menu - Single Event	55.00	55.00
74	Limited Menu - Seasonal Multiple Events	95.00	95.00
75	Non-Complex Menu:	2020 Fee	2020 Fee
	During Work Hours Single Event	85.00	85.00
	Non-Work Hours (Weekends, Holidays, etc.) Single Event	95.00	95.00
	Seasonal Multiple Events	130.00	130.00
76	Complex Menu:		
	During Work Hours Single Event	110.00	110.00
	Non-Work Hours (Weekends, Holidays, etc.) Single Event	115.00	115.00

DRAFT**Kitsap Public Health Board Resolution 2017-03****Kitsap Public Health District****Environmental Health Division****Fee Schedule (Effective January 1, 2020)**

	Seasonal Multiple Events	180.00	180.00
77	Single Menu, Single Event, Multiple Vendors	355.00	355.00
Item No.	<u>LIVING ENVIRONMENT</u> ^{2,3,16}	Res. 2017-03 2020 Fee	2020 Fee
	Public or Semi Public Swimming Pools and Hot Tubs: ²¹		
78	One Pool - Year Round Operation	1,000.00	1,000.00
	Each Additional Year Round Pool	185.00	185.00
79	One Pool - Seasonal Operation	775.00	775.00
	Each Additional Seasonal Operation Pool	150.00	150.00
80	Residential Neighborhood Private Pools ⁷	225.00	225.00
81	Pre-op Inspections Pools, Camps ^{7,18}	225.00	225.00
82	Reinspections: Each Re-Inspection after First Re-Inspection ¹⁹	150.00	150.00
83	School Plan Reviews ⁷	150.00	150.00
84	Camps ²²	445.00	445.00
Item No.	<u>SOLID AND HAZARDOUS WASTE</u> ^{2,3}	2020 Fee	Proposed 2020 Fee
	Permit Application/Permit Modification Service Charges: ^{7,23}		
85	Compost Facilities	150.00	145.00
86	Land Application Facilities	150.00	145.00
87	Energy Recovery/Incineration	150.00	145.00
88	Intermediate SW Handling Facilities: Transfer Stations, Compaction/Baling Sites and Drop Boxes	150.00	145.00
89	Storage/Treatment Piles	150.00	145.00
90	Surface Impoundments/Tanks	150.00	145.00
91	Waste Tire Storage Facility	150.00	145.00
92	Mixed Municipal Waste Landfill	150.00	145.00
93	Limited Purpose Landfill	150.00	145.00
94	Inert Waste Landfills	150.00	145.00
95	Other Methods of Solid Waste Handling	150.00	145.00
	Annual Permit Renewal Service Charges: ²⁴		
96	Recycling Facilities Conditionally - Exempt Facility Fee ²⁵	150.00	145.00
97	Compost Facilities:		
	Conditionally Exempt Facility Fee ²⁵	150.00	145.00
	Commercial Compost Facilities	2,960.00	2,900.00
98	Land Application Facilities:		
	Sites Without Monitoring	890.00	870.00
	Sites With Monitoring	1,775.00	1,740.00
99	Energy Recovery/Incineration	1,775.00	1,740.00
100	MMSW Haulers	185.00	180.00
	Plus Per Truck	15.00	15.00
101	Site Restoration Haulers	150.00	145.00
102	Biomedical Waste Hauler	265.00	260.00
	Plus Per Truck	15.00	15.00
103	CRT Haulers	175.00	170.00
104	Intermediate SW Handling Facilities: Transfer Stations, Compaction/Baling Sites and Drop Boxes	2020 Fee	2020 Fee
	Conditionally Exempt MRF Facility Fee ²⁵	150.00	145.00
	Transfer Stations	2,960.00	2,900.00
	Compaction/Baling Sites	1,775.00	1,740.00
	Drop Boxes	1,630.00	1,595.00
	Decant Facilities	890.00	870.00
105	Storage/Treatment Piles:		

DRAFT**Kitsap Public Health Board Resolution 2017-03****Kitsap Public Health District****Environmental Health Division****Fee Schedule (Effective January 1, 2020)**

	Conditionally Exempt Facility Fees - Wood and Inert Waste Piles ²⁵	150.00	145.00
	Piles	1,775.00	1,740.00
106	Surface Impoundments/Tanks:		
	Tanks	890.00	870.00
	Surface Impoundments With Leak Detection	1,775.00	1,740.00
	Surface Impoundment With GW Monitoring	2,665.00	2,610.00
107	Waste Tire Storage Facility	890.00	870.00
108	Moderate Risk Waste Handling Facility:		
	Conditionally Exempt Facility Fees ²⁵ (Mobile Systems, Collection Events, and Limited MRW Facilities)	150.00	145.00
	Moderate Risk Waste Facility	2,665.00	2,610.00
109	Mixed Municipal Waste Landfill: ⁷	150.00	145.00
110	Limited Purpose Landfill	2,665.00	2,610.00
111	Inert Waste Landfills > 250 CYDS Landfill	2,960.00	2,900.00
112	Landfill Closure Permit ⁷	150.00	145.00
113	Landfill Post Closure Permit ^{7,26}	150.00	145.00
114	Secure Medicine Return Plan Review Fee ²⁷	17,765.00	17,400.00
115	Secure Medicine Return Plan Annual Operating Fee ²⁸	7,400.00	7,250.00
116	Secure Medicine Return Revised Plan Review Fee ²⁹	445.00	435.00
117	Secure Medicine Return Plan Enforcement Fee ⁷	150.00	145.00
118	Secure Medicine Return Plan Alternative Disposal Review Fee ²⁹	445.00	435.00
119	Other Methods of Solid Waste Handling ⁷	150.00	145.00
	Plan Reviews ³⁰	150.00	145.00
	Site Development Activity Permit (SDAP-Fill & Grading)	150.00	145.00
	Bio-Solids State Permit, Plan, and Report Reviews ³¹	150.00	145.00
	Environmental Monitoring Activities (Labor Only)	150.00	145.00
	Illegal Drug Manufacturing Operation Inspection, Notification, Assessment, Plan and Record Review	150.00	145.00
120	Copy of Local Regulations (Plus Postage and Handling if Applicable)	12.00	12.00

FOOTNOTES

¹	Fees and applications are not transferable.	
²	The Health Officer may waive all, or part, of any service charge on a case-by-case when just cause is demonstrated. When written application for waiver to a service charge is made and granted, the new service charge shall be based at the standard hourly rate.	
³	Activities not specifically identified in this Service Charge Schedule will be billed at the hourly rate.	
⁴	Refunds are at the discretion of the Health Officer; the handling fee will be subtracted from any Health Officer-approved refund.	
⁵	Reserved	
⁶	The hourly rate will apply after the first seven (7) hours.	
⁷	The hourly rate will apply after the first hour.	
⁸	If the certification is not paid prior to the due date, the applicant must pay, in addition to the certification service charge, a Delinquent Certification Renewal Fee. After a 90 day delinquent period, a retest for certification will be required. On July 1 of each year all certifications, unless renewed, shall become void and of no effect.	
⁹	New Building Site Applications (BSA) are valid for a period of three (3) years and 30 days from the date of submittal.	
¹⁰	Wet Weather Review for BSA includes three (3) site visits.	
¹¹	Building Clearance Exemption service charge covers staff time to conduct records search, plan review, and record processing; subject to the Health District's policy covering Building Clearance Exemption Referrals.	
¹²	The Sewage Disposal Permit expires within a period of one (1) year from the date of issuance unless a current valid Building Permit has been obtained for the property site.	

13	For each system dispersal component. Review service charges are minimum charges. Time records will be maintained on all monitoring report reviews. Any costs over the deposit paid will be billed at the hourly rate.	
14	Duplexes will require full fees for each address unless the duplex shares an individual drainfield. Duplexes with shared drainfields will receive one report for both addresses. If separate Property Conveyance Reports are requested for each address when a drainfield is shared, separate applications must be submitted and full service charges paid for each report.	
15	Plat Review service charges are minimum charges. Time records will be maintained on all plats with onsite sewage reviews. Any costs over the deposit paid will be billed at the hourly rate. Plats will not be signed as approved until the Health District receives payment in full.	
16	If a permit service charge is not paid prior to the due date, the applicant must pay, in addition to the permit service charge, a late penalty equal to 1% of the regular service charge for each day payment is late. The late penalty of 1% will be assessed only for thirty (30) days. If payment is not made within thirty (30) days of the due date, the establishment will be subject to closure in accordance with food service rules and regulations. The Health Officer may waive penalties, in whole or in part, where it is determined that the delay in payment has been caused by mistake or excusable neglect on the part of the person billed.	
17	Inspections of establishments will be made in accordance with provisions of Kitsap Public Health Board Ordinance 2014-01 Food Service Regulations. The requirement for re-inspections is at the discretion of the Health Officer and is determined by the severity of violations in accordance with applicable state and local food regulations.	
18	Minimum one (1) hour.	
19	The first re-inspection during the permit year will be conducted at no charge. Any additional re-inspections shall be charged at the Standard Hourly Rate. Payment of re-inspection service charges must be made within thirty (30) days of the billing date. If payment is not made prior to annual licensing renewal time, a new permit will not be issued.	
20	Single event temporary permits are good for a maximum of 21 days. Applications and service charges for temporary permits are due fourteen (14) calendar days prior to the event to allow for weekend inspection scheduling and coordination with participants for approval. There is a 25% permit fee surcharge for applications submitted from 13 to 2 days prior to an event. There is a 50% permit fee surcharge for applications submitted 48 hours or less prior to an event. Non-complex menu permits are for one-step food preparation procedures for temporary permits. Complex menu permits are for operations that have multiple steps in food preparation.	
21	Inspections will be made in accordance with provisions of rules and regulations of the State Board of Health governing swimming pool facilities. The requirement for re-inspections is at the discretion of the Health Officer and is determined by the severity of violations in accordance with applicable state and local regulations.	
22	Camps, which are serving food year round are required to license the food service facility according to the Food Program Service Charge Schedule in effect at the time of application. It is the intent to provide two (2) food service facility inspections per year for those operating year round. Camps operating on a seasonal basis shall license the food service facility according to the seasonal Food Program Service Charge Schedule. Camp pool facilities shall be licensed and inspected according to this Service Charge Schedule. Camp inspections include a bathing beach and one sanitary facility inspection.	
23	Charge covers completed permit application review, new or modified permit drafting/issuance, facility inspections for permit compliance, required monitoring and data review, and required plan and design review.	
24	Charges cover annual permit renewal/issuance, facility inspections for permit compliance, required monitoring and data review, and required plan and design review. Charges are assessed based on staff hours expended at the hourly rate approved by the Kitsap County Board of Health for that year. Charges will be billed at a frequency agreed to by the permittee.	
25	Conditionally exempt hourly fees are assessed to evaluate conditional exemption status, annual reports, and to conduct annual inspections, as needed. These fees include time expended on non-compliance and re-inspection and will be based on the hours spent regulating the facility the previous calendar year.	
26	A permit issued to a facility once closure construction activities are completed, which governs the requirements placed upon a facility after closure to ensure its environmental safety for at least a twenty-year period or until the site becomes stabilized (i.e., little or no settlement, gas production, or leachate generation).	
27	The hourly rate will apply after the first fifty (120) hours.	
28	The hourly rate will apply after the first one hundred (50) hours.	
29	The hourly rate will apply after the first three (3) hours.	

DRAFT

Kitsap Public Health Board Resolution 2017-03

Kitsap Public Health District

Environmental Health Division

Fee Schedule (Effective January 1, 2020)

³⁰	Service charges will be assessed for the review of plans or proposals not specifically associated with a facility permit application.	
³¹	Fees for Biosolid facilities include time to review permits, review reports and to conduct inspections. Non-compliance issues would be billed separately. In addition to review charges for Bio-Solids State Permit, Plan and Report Reviews, charges are assessed for non-routine regulatory activities associated with facility noncompliance.	

Approving Amended Environmental Health Division Fee Schedule

WHEREAS, the Kitsap Public Health Board is empowered by RCW 70.05.060(7) and RCW 70.46.120 to establish and charge fees for issuing or renewing licenses, permits, or for such other services as are authorized by law; and

WHEREAS, Board Budget Policy, Article XI, Budget Administration --- Fees, directs the Health District to recover the cost of services for fee related activities; and

WHEREAS, the Board previously passed resolution 2017-03 amending the fee schedule and providing for yearly increases based on the April Consumer Price Index – Urban Wage Earners and Clerical Workers Index for Seattle – Tacoma – Bremerton (“CPI”) for years 2020 through 2026; and

WHEREAS, the Board has determined, and may determine in the future, that some of the fees do not need to be increased by the CPI due to efficiencies within the programs.

NOW, THEREFORE, BE IT RESOLVED by the Kitsap Public Health Board that:

1. The fee schedule adopted by Resolution 2017-03 remains in effect until December 31, 2026.
2. The individual fees listed in the fee schedule may be modified yearly each November for the following calendar year by the Board for years 2020 through 2026. The fee amounts may only be raised by the percent increase, if any, in the April Consumer Price Index - Urban Wage Earners and Clerical Workers Index for Seattle – Tacoma – Bremerton, for the previous year, rounded to the nearest \$5.
3. If, by the Board’s regular November meeting each year through 2026, the Kitsap Public Health District determines that any individual fee amounts are adequate to recover the cost of services for those fee related activities for the following year, the Health District shall request the Board’s concurrence to hold such fee amounts as identified by the Health District at the current rate and not be increased for the following year.
4. On or before December 1 of each year through 2026, the Health District will publish and make publicly available a new fee schedule with the updated fee amounts for the following year.

CONFLICTING RESOLUTIONS: To the extent that the fee schedule described above is inconsistent with prior provisions of the Kitsap Public Health Board Resolutions, the prior provisions are hereby repealed.

APPROVED: November 5, 2019

EFFECTIVE: November 5, 2019

Commissioner Rob Gelder, Chair
Kitsap Public Health Board

MEMO

To: Kitsap Public Health Board

From: Keith Grellner, Administrator

Date: November 5, 2019

Re: 2020 Kitsap Public Health District Legislative and Rulemaking Priorities

Based on what we know at this time, please find attached for your review and approval the proposed 2020 Kitsap Public Health District Legislative and Rule Making Priorities for the upcoming 2020 state legislative session. Health Board approval of these legislative priorities allows Health Board Members and the Health District's Executive Leadership Team to advocate for (or against) priority legislation/rules as described therein.

If additional bills come to our attention that have public health significance (pro or con), the Health District may bring these legislative and rulemaking priorities back to the Board for reconsideration at a later date.

Recommended Action

The Health District recommends Board approval of the attached 2020 Legislative and Rulemaking Priorities.

If you have any comments or questions, please contact me at keith.grellner@kitsappublichealth.org or (360) 728-2284.

LEGISLATIVE & RULEMAKING PRIORITIES

2020 STATE LEGISLATIVE SESSION

Support Funding Foundational Public Health Services (FPHS)

- Funding Maintenance Request – During the 2019 Session, the Legislature appropriated an additional \$12M for FPHS utilizing new vapor products tax revenues from E2SHB 1873. OFM revenue forecasts indicate a \$3.2M revenue shortfall for the \$12M appropriation. **Support Department of Health's request to backfill the \$3.2M shortfall to fulfill the Legislatures 2019 FPHS appropriation.**
- Additional Funding Request – Washington State Association of Local Public Health Officials (WSALPHO) is requesting an additional \$16.4M FPHS funding from General Fund State for disease outbreak response, climate impacts to health, and public health systems infrastructure as an additional down payment on the full \$450M FPHS funding gap. **Support WSALPHO request for additional FPHS funding.**

Oppose Reductions or Limitations on Funding for Local Health Jurisdictions

The Legislature continues to consider proposals to reduce or eliminate funding for mandated public health services. **Oppose all bills that will reduce funding to local health jurisdictions.**

Oppose Bills which would Allow Potentially Hazardous Food (PHF) to be Prepared and Sold from Residential Kitchens

Existing food safety rules prohibit the preparation or selling of PHF from residential kitchens due to the lack of sanitation and time-temperature controls required to keep PHF safe. **Oppose bills which would weaken sanitation and time-temperature controls for PHF.**

Support Department of Health's Request Legislation to Update & Modernize Sexually Transmitted Diseases Law, RCW 70.24

RCW 70.24 was enacted in 1988 in response to the HIV/AIDS epidemic. The law stigmatizes and singles-out HIV/AIDS in a manner that is no longer a best practice. **Support request legislation to update and modernize RCW 70.24.**

Oppose Proposals to Increase Access to Marijuana

Liquor and Cannabis Board may submit proposals to increase the number of recreational marijuana retailers and/or to allow home delivery of medical marijuana. Data shows that such proposals may increase the likelihood of youth access to marijuana. **Oppose proposals that increase youth access to marijuana.**

Support Proposals to Ban Flavored Vaping Juices

Survey data suggests that flavored vaping juices and its related advertising appeal to youth. Vaping among youth is increasing rapidly, and youth do not understand that vaping products contain nicotine and that nicotine is highly addictive. **Support proposals to ban flavored vaping products.**



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