



## **Flathead City-County Health Department**

1035 First Ave. West Kalispell, MT 59901  
(406) 751-8101 FAX 751-8102  
[www.flatheadhealth.org](http://www.flatheadhealth.org)

Community Health Services  
751-8110 FAX 751-8111  
Environmental Health Services  
751-8130 FAX 751-8131  
Family Planning Services  
751-8150 FAX 751-8151  
Home Health Services  
751-6800 FAX 751-6807  
WIC Services  
751-8170 FAX 751-8171  
Animal Shelter  
752-1310 FAX 752-1546

### **Finance Report**

Date: 4/1/2024

To: Board of Health Members

From: Kirk Zander

Re: Finance Update

The following update covers the period from March 1 to March 31, 2024.

#### **Tentative Budget Dates**

- BOH Preliminary FY25 Budget approval – April 18<sup>th</sup>
- Administrative review with Finance department and County Administrator – April 19<sup>th</sup>
- Commissioner Review – May 13<sup>th</sup>

#### **General Health Fund (Page 1 - 2)**

Health fund cash balance at the end of March is just over \$1.0 million.

Immunization Clinic revenues are up 142% compared to last year at this time and expenses up 42% from the previous year. Revenues and expenses are up due to overall increased clinic activity, RSV immunizations and COVID-19 immunizations. Accounts receivable balance at end of March is \$166k, decreasing \$4k from February.

Environmental Health revenues are down compared to last year at this time by 16%. Expenses are equal to last year.

#### **Capital Improvement (Page 3)**

No updates.

#### **Program dashboards (Pages 4 - 9)**

No significant changes.

Kirk Zander

**Flathead County Health Department**  
**General Health Fund Budget FY24**  
**Year to Date Summary, March 31, 2024**  
**Total Budget vs. YTD Actual, Cash Basis**

	General Health Fund Budget		
	Budget FY24	Actual YTD	Variance YTD
<b>Revenue</b>			
Tax Revenue	1,797,470	1,112,760	(684,710)
Fee & Other Revenue	1,472,684	1,480,531	7,847
Transfers In	4,000	8,200	4,200
	<u>3,274,154</u>	<u>2,601,491</u>	<u>(672,663)</u>
<b>Expenditures</b>			
Salary	1,851,535	1,319,731	531,804
Benefits	657,143	456,281	200,862
Supplies	427,700	650,195	(222,495)
Contracted Services	484,390	281,276	203,114
Transfers Out	17,851	17,851	-
Transfers Out - Capital	73,000	36,500	36,500
Capital Outlay	-	-	-
	<u>3,511,619</u>	<u>2,761,834</u>	<u>749,785</u>
<b>Net Increase/(Decrease)</b>	<u>(237,465)</u>	<u>(160,343)</u>	<u>77,122</u>
<b>Cash Recon</b>			
Beginning Cash, July 1, 2023	1,221,313		
Change in Cash, YTD	(160,343)		
Ending Cash, February 29, 2024	<u>1,060,970</u>		

Flathead County Health Department  
General Health Fund Budget FY24  
Department Detail, Cash Basis  
YTD Budget vs. YTD Actual, March 31, 2024

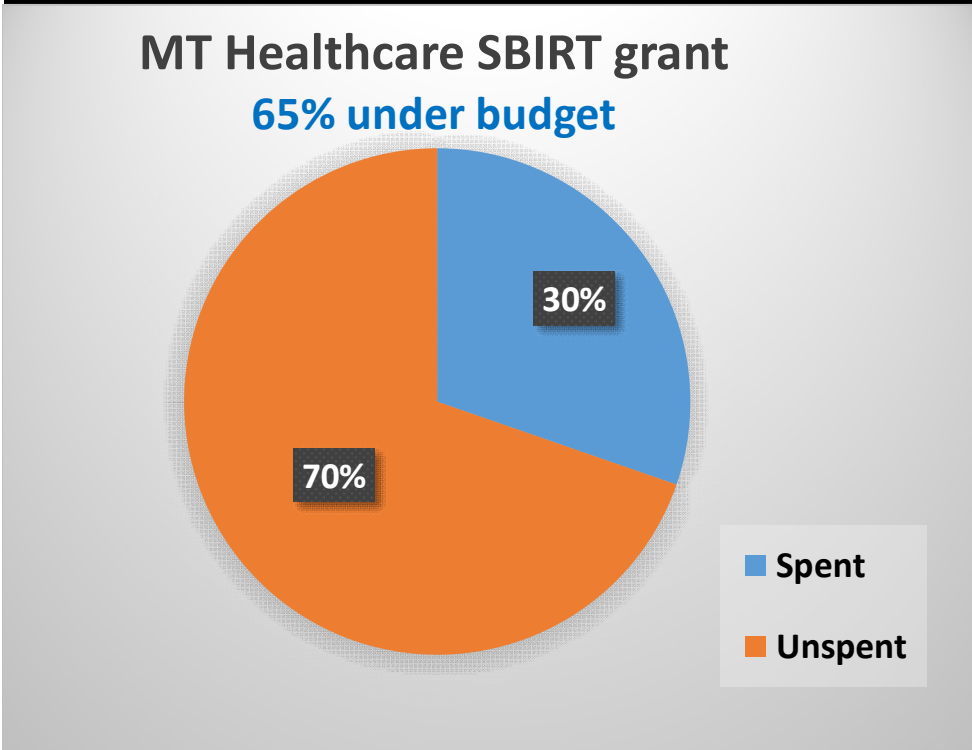
	Summary All Departments			Administration			Immunization/CD			Environmental Health			Facilities/Sharps		
	Budget YTD	Actual YTD	Variance YTD	Budget YTD	Actual YTD	Variance YTD	Budget YTD	Actual YTD	Variance YTD	Budget YTD	Actual YTD	Variance YTD	Budget YTD	Actual YTD	Variance YTD
<b>Revenue</b>															
Tax Revenue	1,348,103	1,112,760	(235,343)	1,348,103	1,112,760	(235,343)									
Fee & Other Revenue	1,104,513	1,480,531	376,018	255,379	269,791	14,412	270,647	725,215	454,568	578,487	485,526	(92,961)			
Transfers In	3,000	8,200	5,200		4,200	4,200							3,000	4,000	1,000
	2,455,616	2,601,491	145,876	1,603,481	1,386,751	(216,730)	270,647	725,215	454,568	578,487	485,526	(92,961)	3,000	4,000	1,000
<b>Expenditures</b>															
Salary	1,388,651	1,319,731	68,920	427,018	389,383	37,635	317,993	262,836	55,157	594,300	619,434	(25,134)	49,340	48,077	1,263
Benefits	492,857	456,281	36,576	139,351	117,824	21,527	106,153	91,785	14,368	221,129	230,835	(9,707)	26,225	15,837	10,388
Supplies	320,775	650,195	(329,420)	34,538	13,394	21,144	264,788	620,064	(355,277)	16,200	10,309	5,891	5,250	6,428	(1,178)
Contracted Services	363,293	281,276	82,017	221,691	176,456	45,235	74,898	61,294	13,604	66,329	42,987	23,342	375	539	(164)
Transfers Out	13,388	17,851	(4,463)	10,214	13,618	(3,405)	1,495	1,993	(498)	1,680	2,240	(560)	-	-	-
Transfers Out - Capital	73,000	36,500	36,500	73,000	36,500	36,500	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	2,651,964	2,761,834	(109,870)	905,811	747,175	158,636	765,326	1,037,972	(272,646)	899,637	905,805	(6,168)	81,191	70,881	10,310
<b>Net Increase/(Decrease)</b>	<u>(196,349)</u>	<u>(160,343)</u>	<u>36,006</u>	<u>697,671</u>	<u>639,576</u>	<u>(58,095)</u>	<u>(494,679)</u>	<u>(312,757)</u>	<u>181,922</u>	<u>(321,150)</u>	<u>(420,279)</u>	<u>(99,129)</u>	<u>(78,191)</u>	<u>(66,881)</u>	<u>11,310</u>
				YTD Tax Rev Collected Through March			IZ/CD Revenue over budget and up 142% from last year at this time			EH Revenue below budget and down 16% from last year at this time					
				Exp under budget and down compared to last year by 19%.			Exp over budget and up 42% compared to last year at this time. Due to increased Vaccine purchases			Exp over budget, and equal to last year			Exp under budget and comparable to last year		

**Flathead County Health Department**  
**Health CIP Budget FY24**  
**Year to Date Summary, March 31, 2024**  
**Total Budget vs. YTD Actual, Cash Basis**

	Health CIP Budget		
	Budget FY23	Actual YTD	Variance YTD
<b>Revenue</b>			
Interest Earnings	2,000	25,983	23,983
Transfers In	73,000	36,500	(36,500)
	75,000	62,483	(12,517)
<b>Expenditures</b>			
Vehicle	45,000	34,650	10,350
	-	-	-
	45,000	34,650	10,350
<b>Net Increase/(Decrease)</b>	<b>30,000</b>	<b>27,833</b>	<b>(2,167)</b>
<b>Cash Recon</b>			
Beginning Cash, July 1, 2023	1,029,213		
Change in Cash, YTD	27,833		
Ending Cash, February 29, 2024	1,057,046		

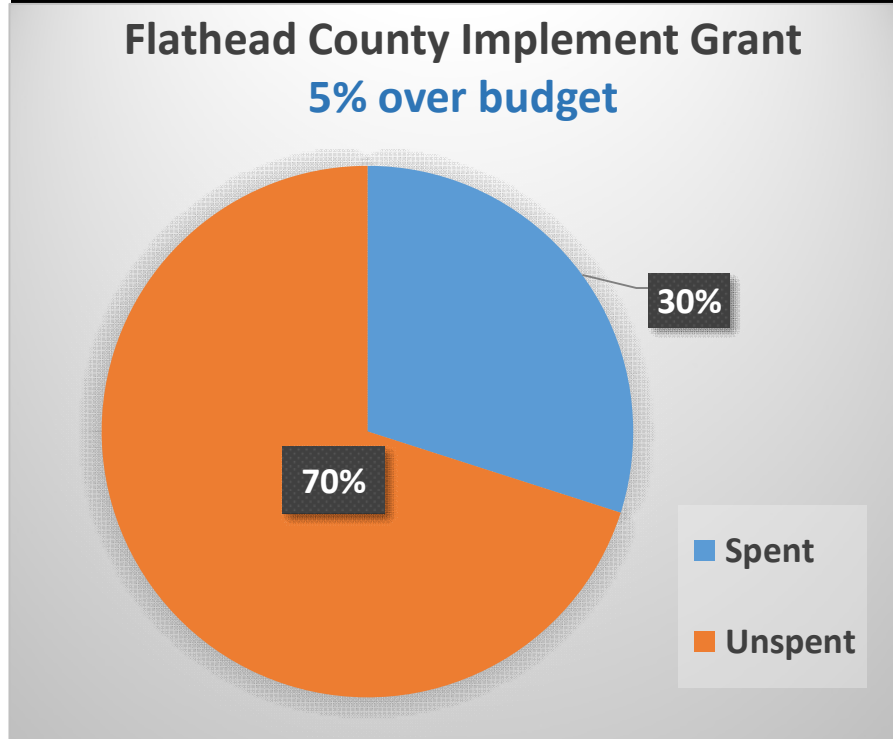
Health Administration Grants FY'24  
Expenditures as of 3/31/24

MT HC SBIRT	\$	%
Budget	\$ 50,000	100%
Spent	\$ 15,155	30%
Unspent	\$ 34,845	70%



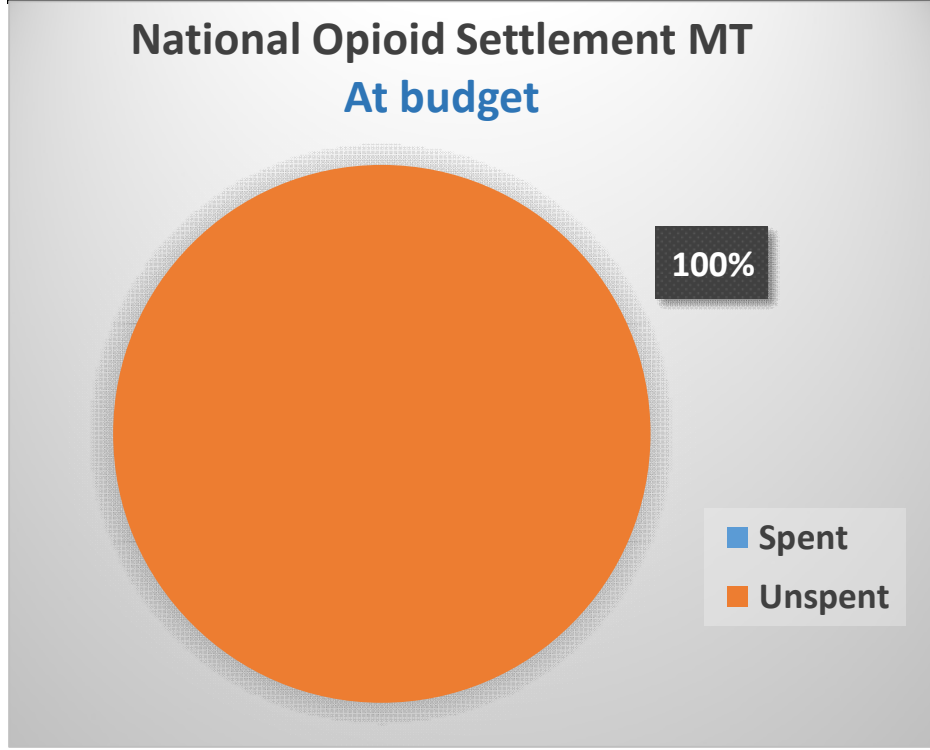
Grant Type	Revenue Source	Fiscal End Date
Deliverable	Private	06/30/24

FC Implement	\$	%
Budget	\$ 150,000	100%
Spent	\$ 44,912	30%
Unspent	\$ 105,088	70%



Grant Type	Revenue Source	Fiscal End Date
Deliverable	Private	09/19/25

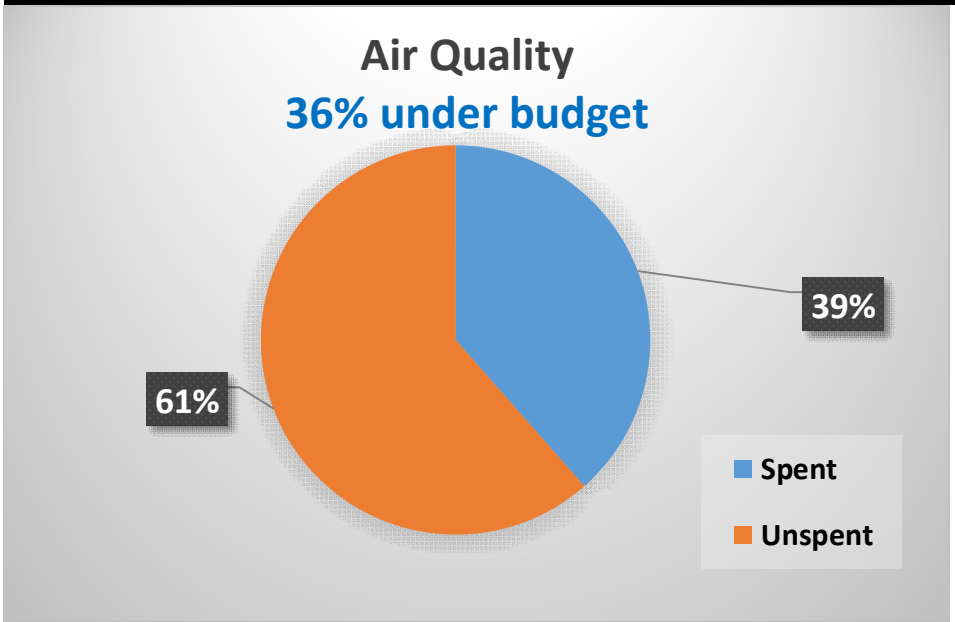
National Opioid	\$	%
Budget	\$ 218,332	100%
Spent	\$ -	0%
Unspent	\$ 218,332	100%



Grant Type	Revenue Source	Fiscal End Date
Deliverable	Federal	06/30/24

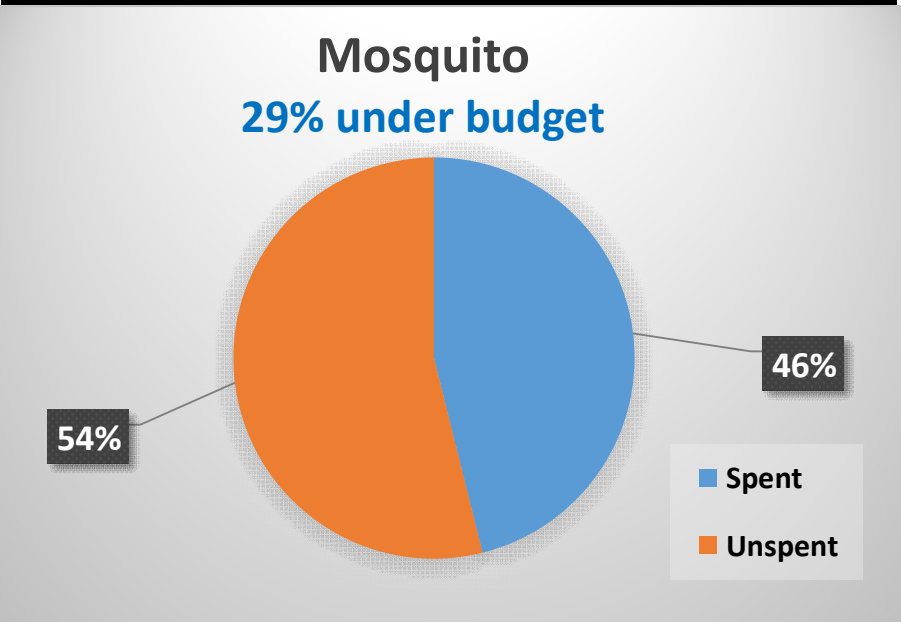
Environmental Health Grants FY'24  
Expenditures as of 3/31/24

AIR QUALITY	\$	%
Budget	\$ 50,213	100%
Spent	\$ 19,333	39%
Unspent	\$ 30,880	61%



Grant Type	Revenue Source	Fiscal End Date
Deliverable	Federal/State	06/30/24

MOSQUITO	\$	%
Budget	\$ 310,059	100%
Spent	\$ 142,933	46%
Unspent	\$ 167,126	54%

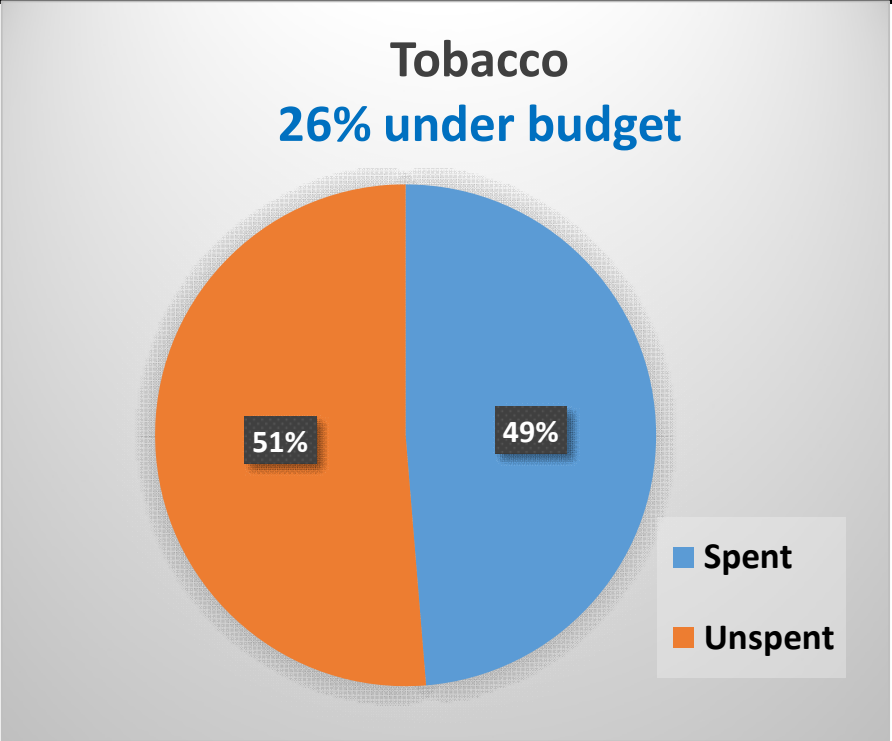


Health Dept	Revenue Source	Fiscal End Date
Mosquito	Tax Levy	06/30/24



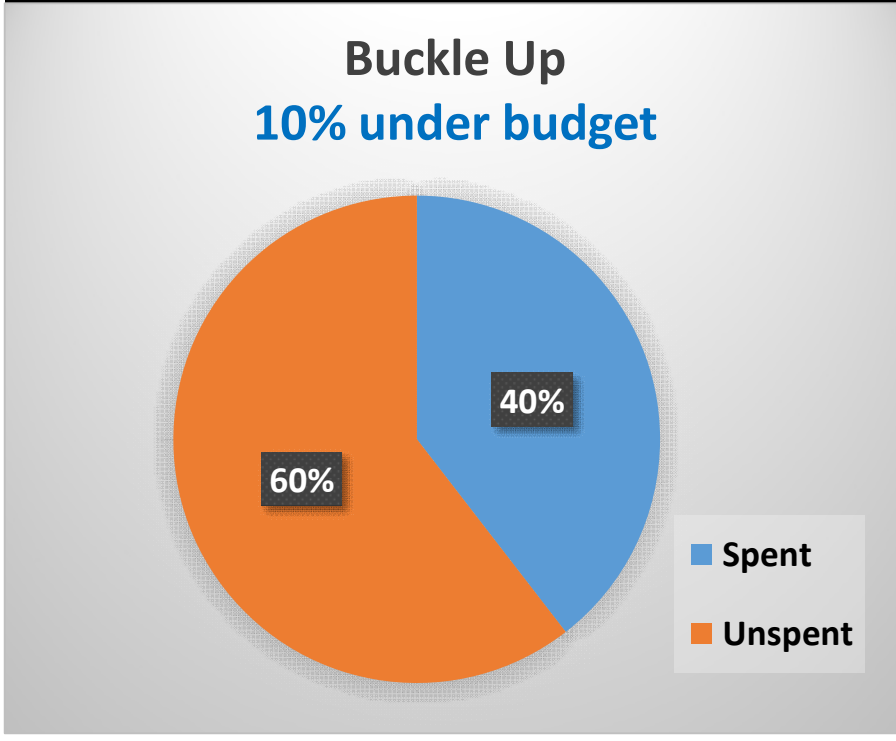
**Population Health Programs FY'24  
Expenditures as of 3/31/24**

TOBACCO	\$	%
Budget	\$ 132,543	100%
Spent	\$ 64,561	49%
Unspent	\$ 67,982	51%



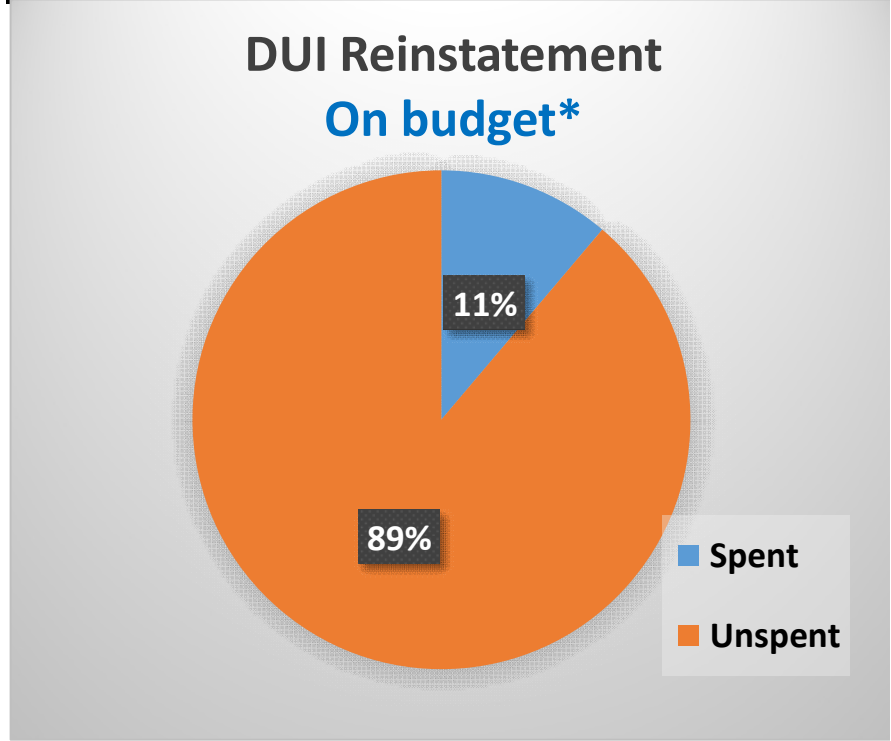
Grant Type	Revenue Source	Fiscal End Date
Deliverable	State	06/30/24

BUCKLE UP	\$	%
Budget	\$ 54,415	100%
Spent	\$ 21,501	40%
Unspent	\$ 32,914	60%



Grant Type	Revenue Source	Fiscal End Date
Reimbursement	Federal	09/30/24

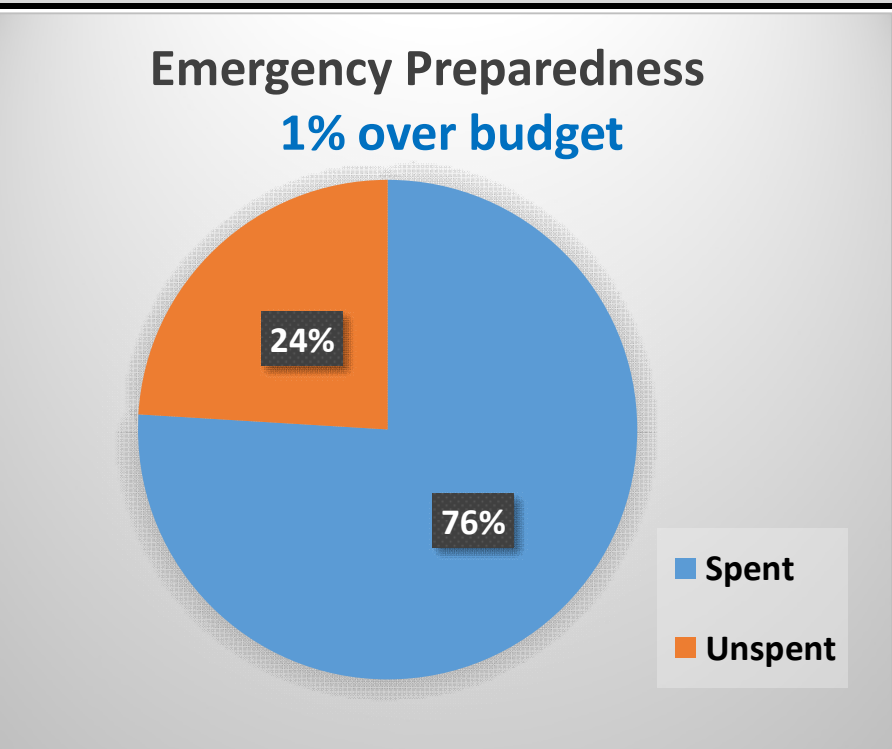
DUI	\$	%
Budget	\$ 85,957	100%
Spent	\$ 9,609	11%
Unspent	\$ 76,348	89%



\* Inflated budget per State request

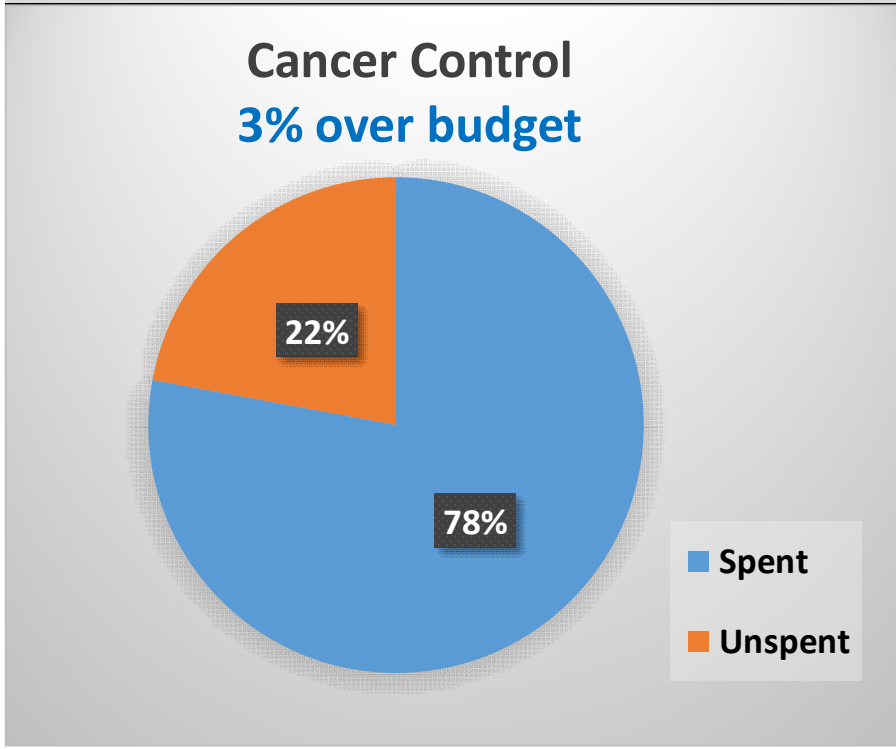
Grant Type	Revenue Source	Fiscal End Date
Deliverable	State	06/30/24

PHEP	\$	%
Budget	\$ 126,855	100%
Spent	\$ 96,364	76%
Unspent	\$ 30,491	24%



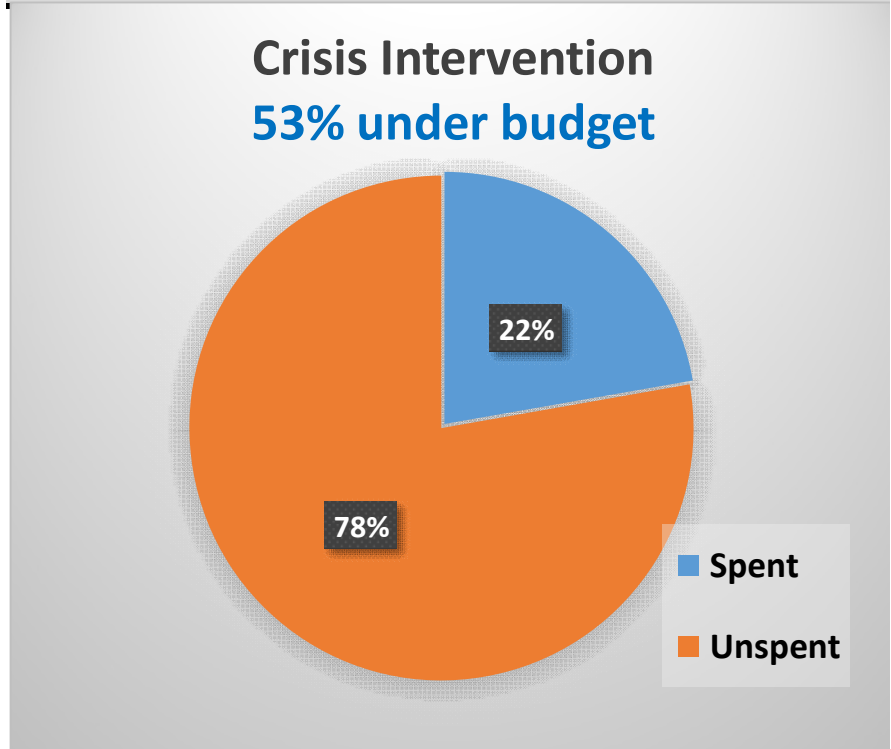
Grant Type	Revenue Source	Fiscal End Date
Deliverable	Federal	06/30/24

CANCER CONTROL	\$	%
Budget	\$ 102,140	100%
Spent	\$ 79,586	78%
Unspent	\$ 22,554	22%



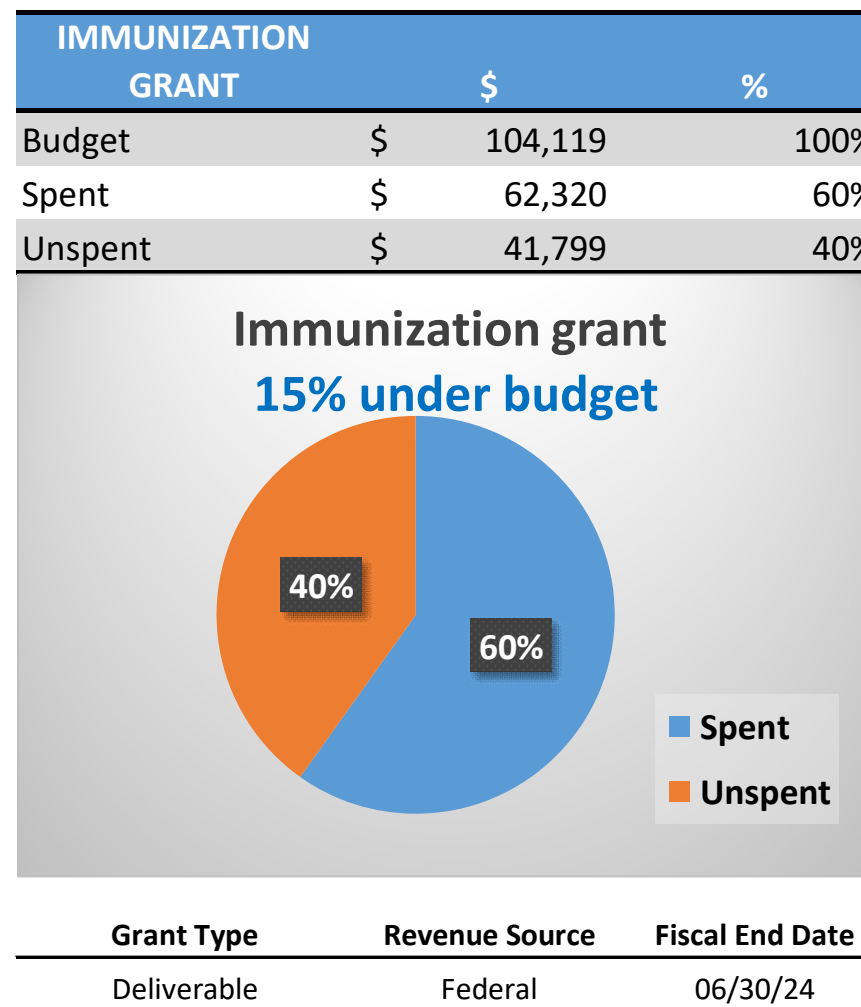
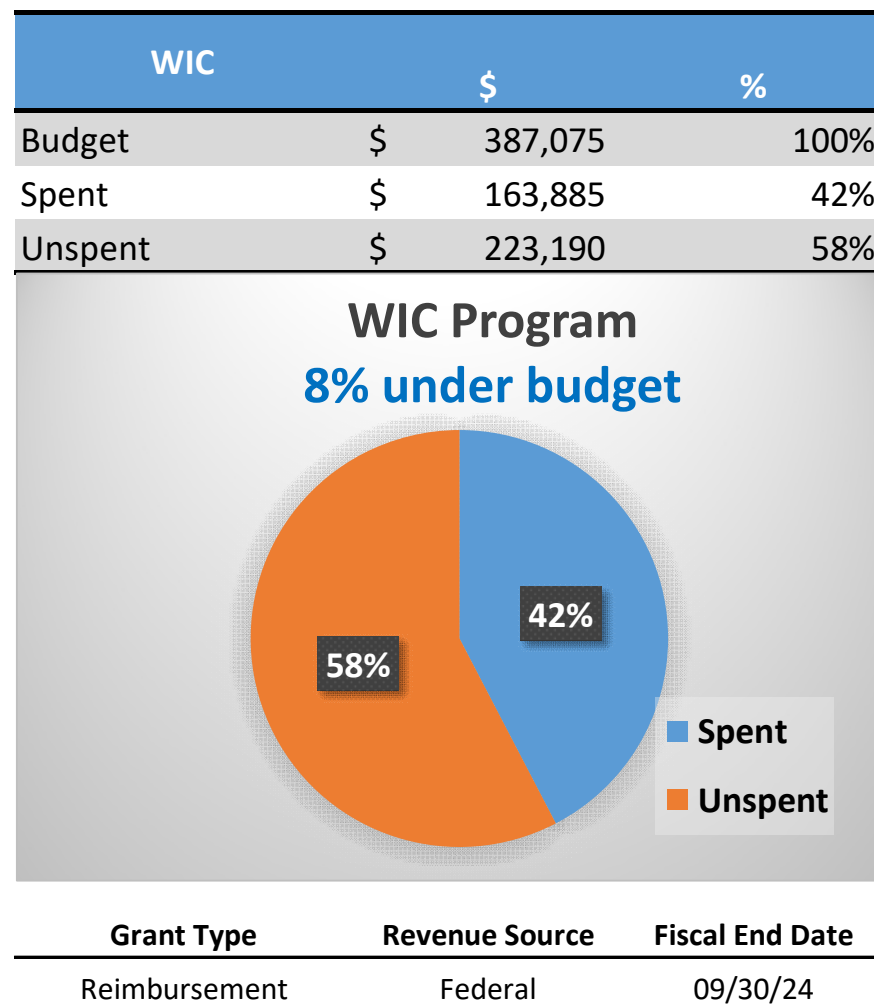
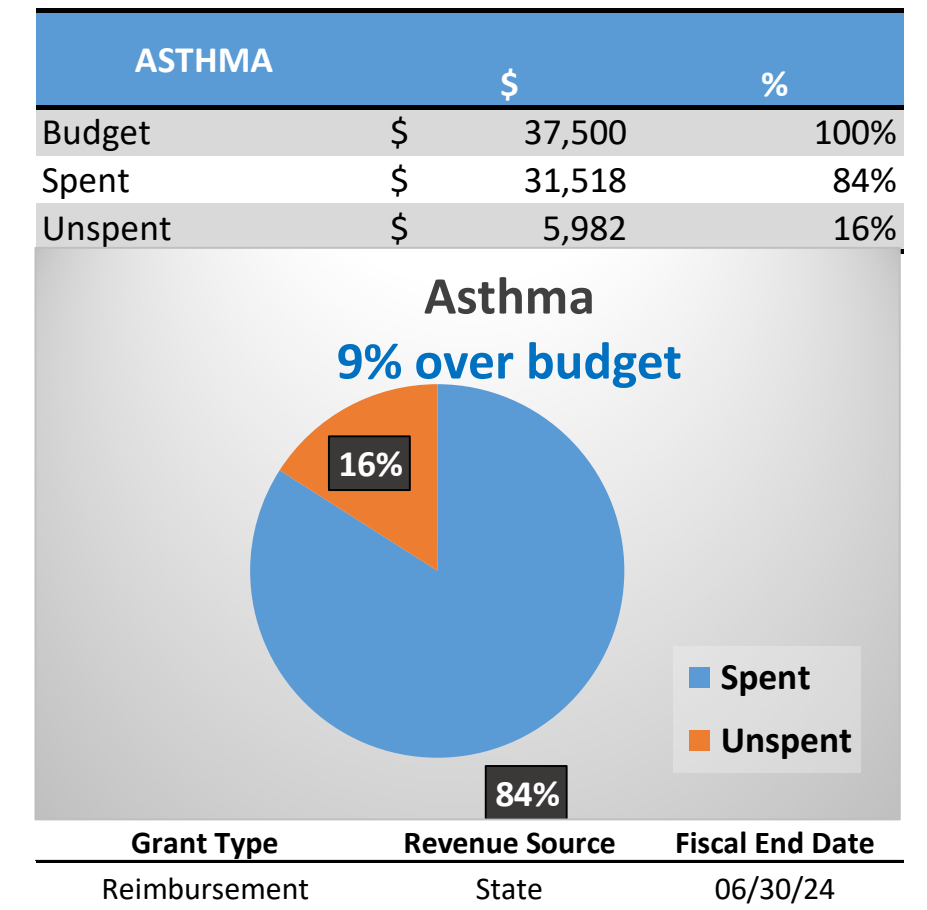
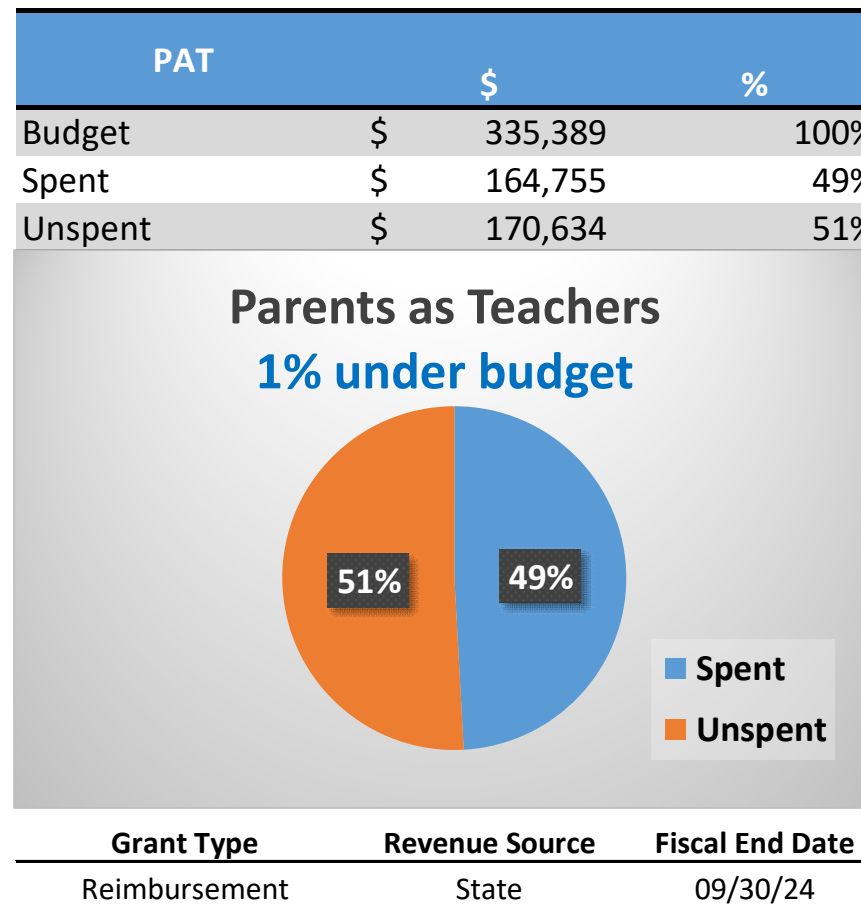
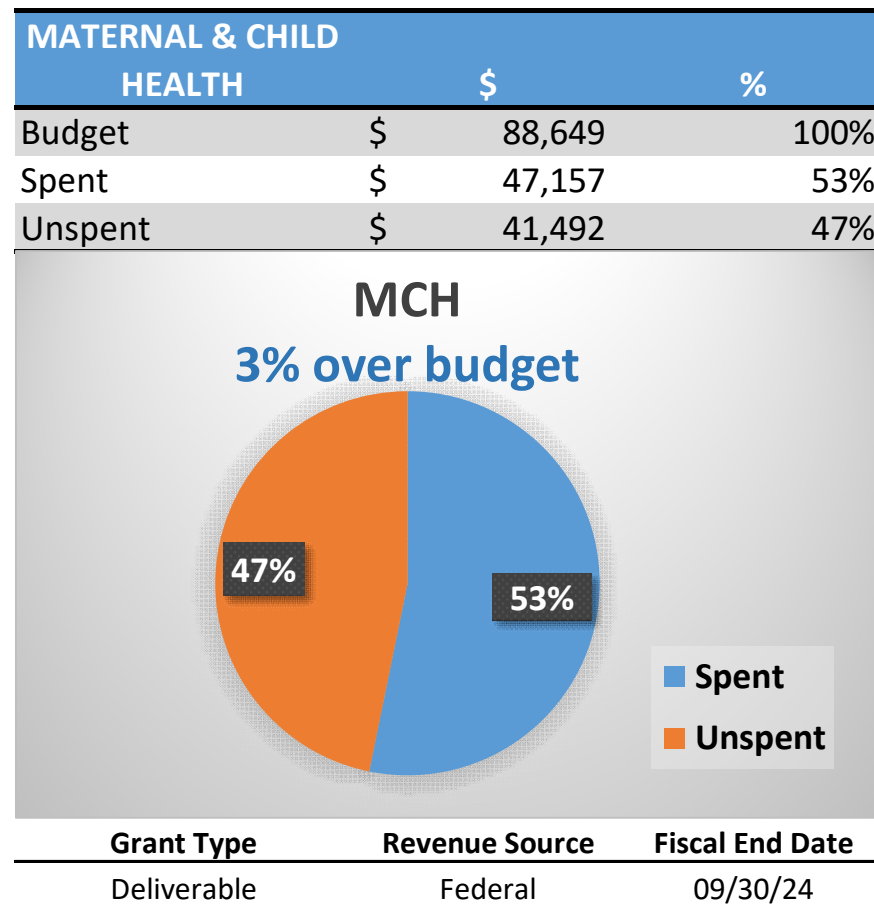
Grant Type	Revenue Source	Fiscal End Date
Deliverable	Federal/State	06/30/24

Crisis Div	\$	%
Budget	\$ 540,453	100%
Spent	\$ 120,127	22%
Unspent	\$ 420,326	78%



Grant Type	Revenue Source	Fiscal End Date
Reimbursement	State	06/30/24

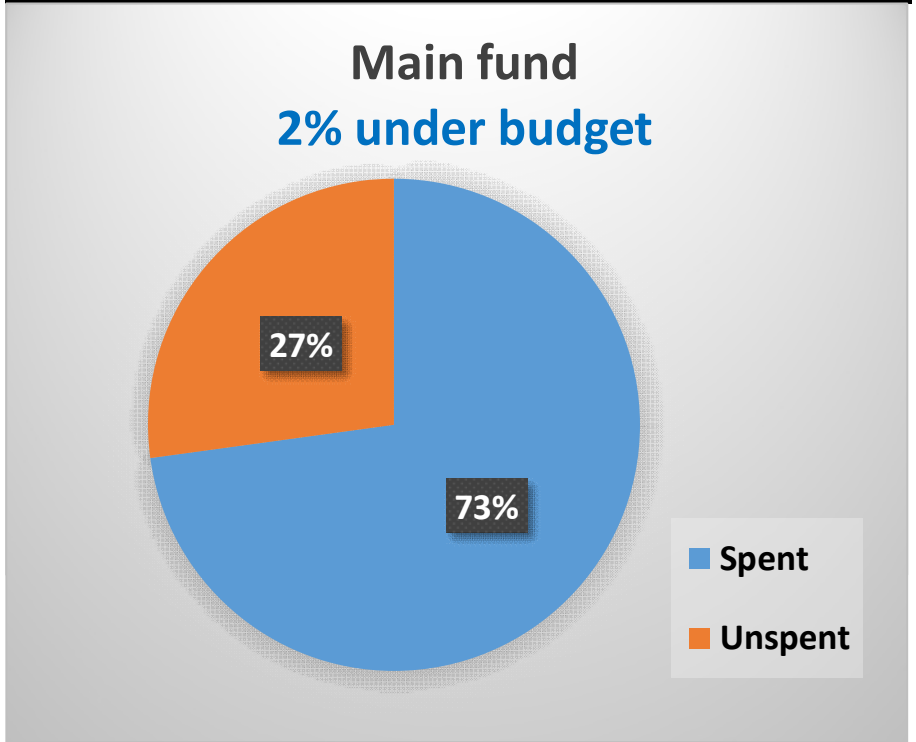
**Community Health Programs FY'24  
Expenditures as of 3/31/24**





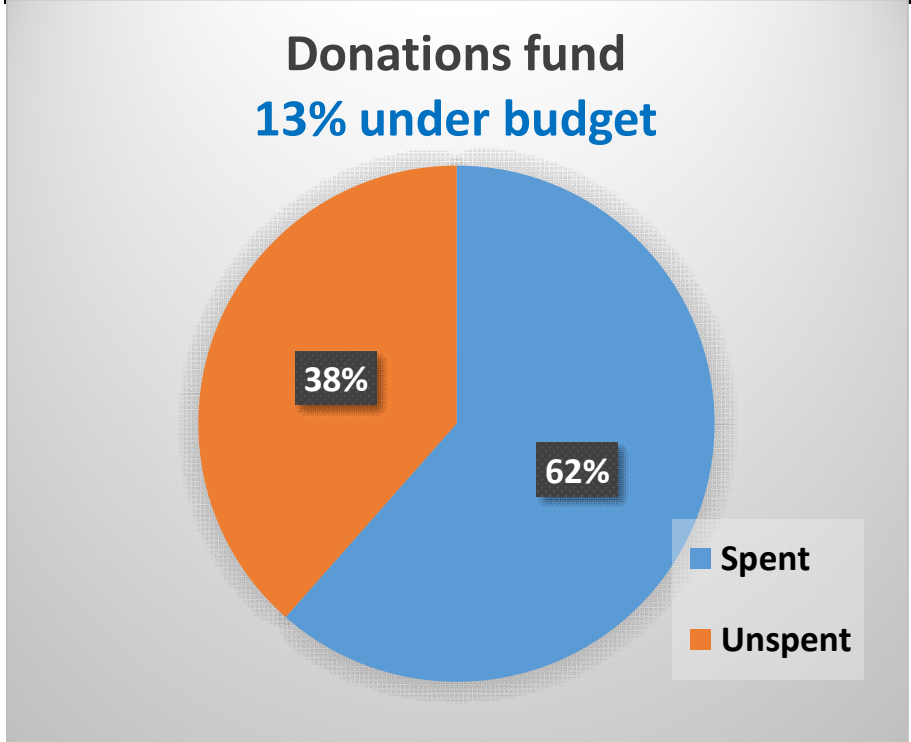
Animal Shelter FY'24  
Expenditures as of 3/31/24

MAIN FUND	\$	%
Budget	\$ 525,045	100%
Spent	\$ 382,405	73%
Unspent	\$ 142,640	27%



Health Dept	Revenue Source	Fiscal End Date
Animal Shelter	Tax Levy & Fees	06/30/24

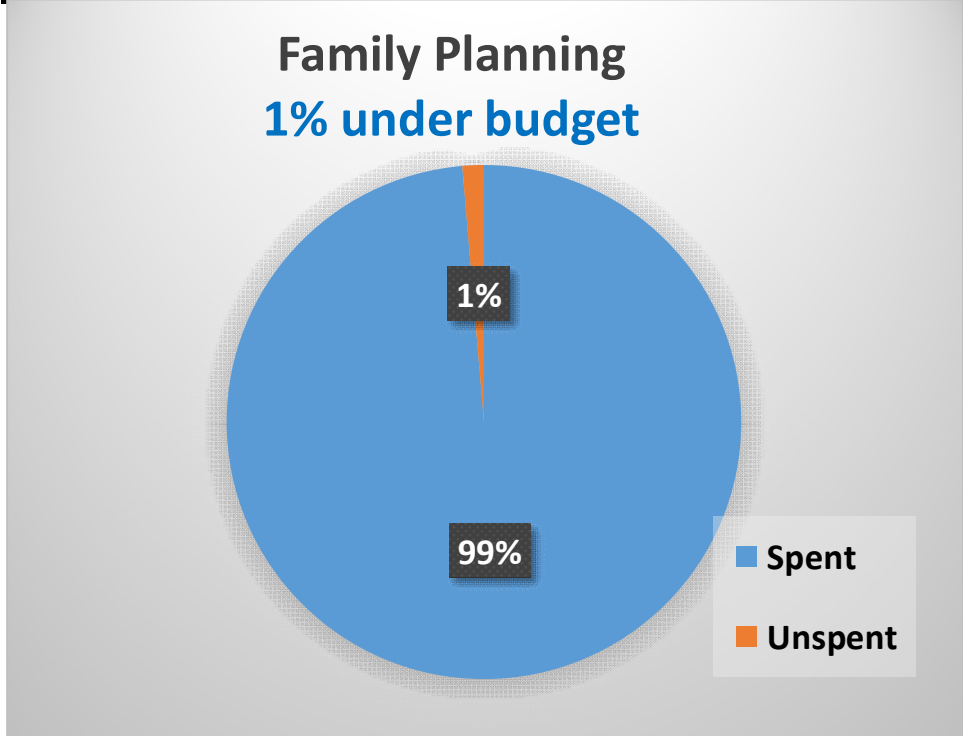
DONATIONS FUND	\$	%
Budget	\$ 118,100	100%
Spent	\$ 72,638	62%
Unspent	\$ 45,462	38%



Health Dept	Revenue Source	Fiscal End Date
Animal Shelter	Donations	06/30/24

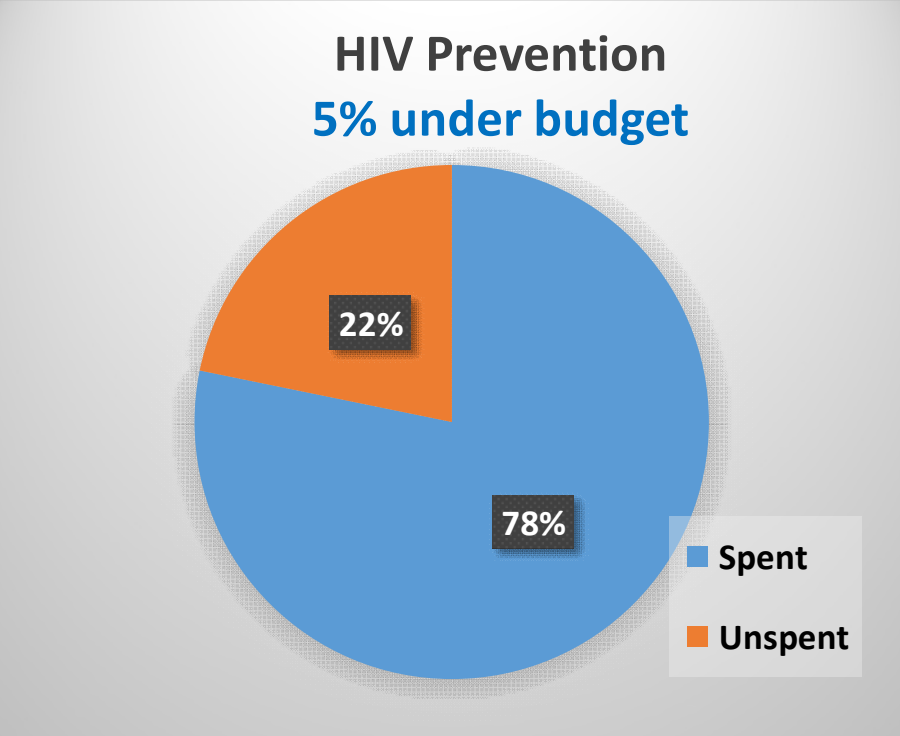
**Family Planning FY'24  
Expenditures as of 3/31/24**

FP Main	\$	%
Budget	\$ 572,875	100%
Spent	\$ 565,097	99%
Unspent	\$ 7,778	1%



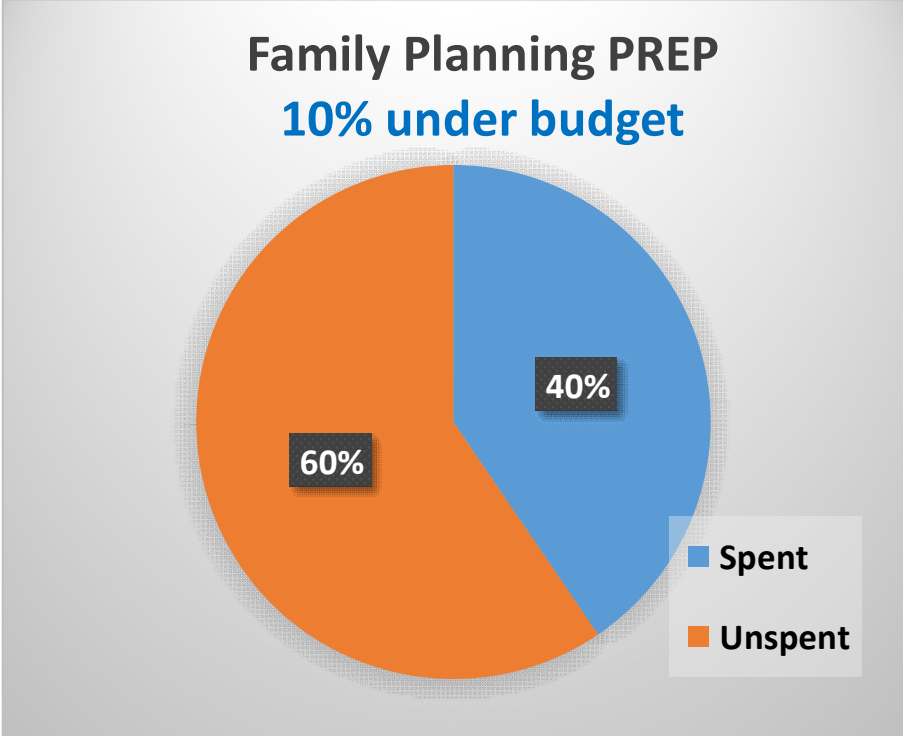
Grant Type	Revenue Source	Fiscal End Date
Reimbursent	Federal	03/31/24

HIV Prevention	\$	%
Budget	\$ 74,942	100%
Spent	\$ 58,622	78%
Unspent	\$ 16,320	22%



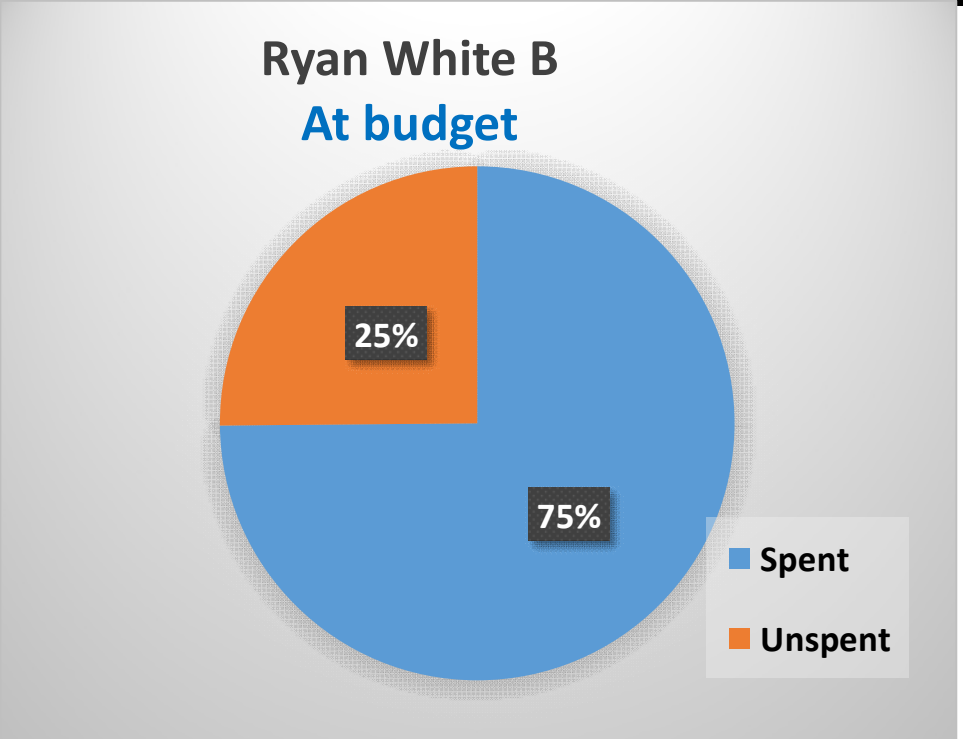
Grant Type	Revenue Source	Fiscal End Date
Reimbursement	Federal	05/31/24

FP - PREP	\$	%
Budget	\$ 22,500	100%
Spent	\$ 9,110	40%
Unspent	\$ 13,390	60%



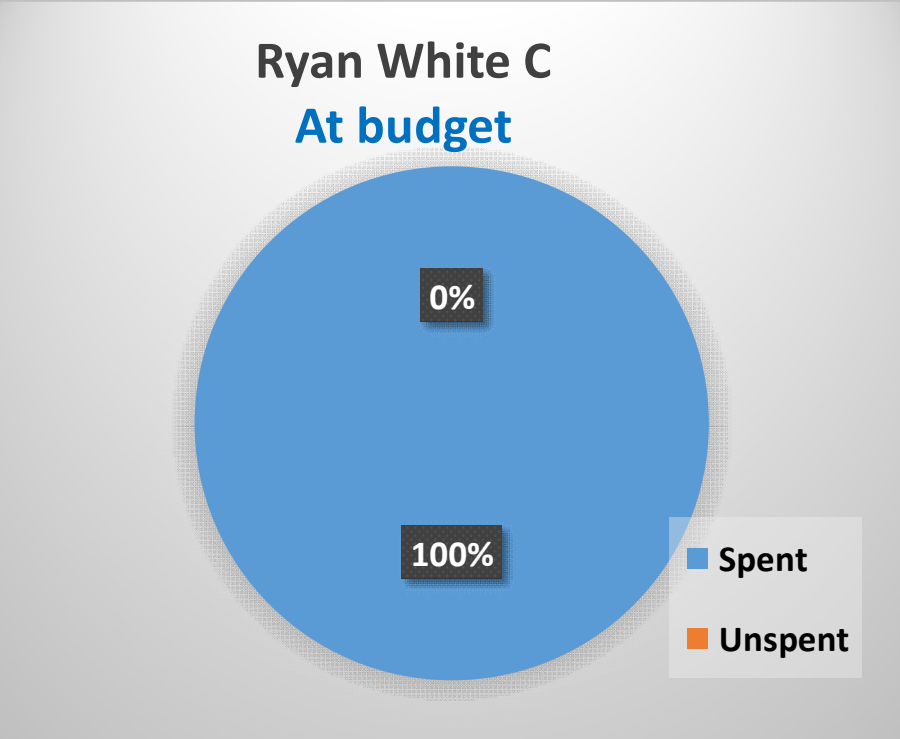
Grant Type	Revenue Source	Fiscal End Date
Reimbursement	Federal	09/30/24

Ryan White B	\$	%
Budget	\$ 30,000	100%
Spent	\$ 22,455	75%
Unspent	\$ 7,545	25%



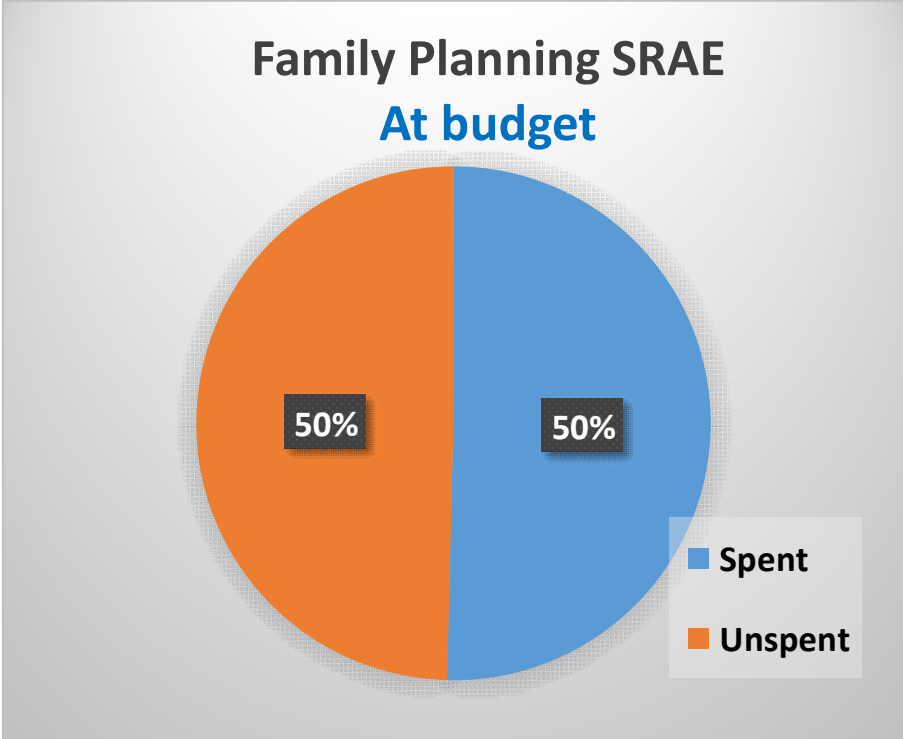
Grant Type	Revenue Source	Fiscal End Date
Reimbursent	State	06/30/24

Ryan White C	\$	%
Budget	\$ 25,000	100%
Spent	\$ 25,000	100%
Unspent	\$ -	0%



Grant Type	Revenue Source	Fiscal End Date
Reimbursement	Federal	04/30/24

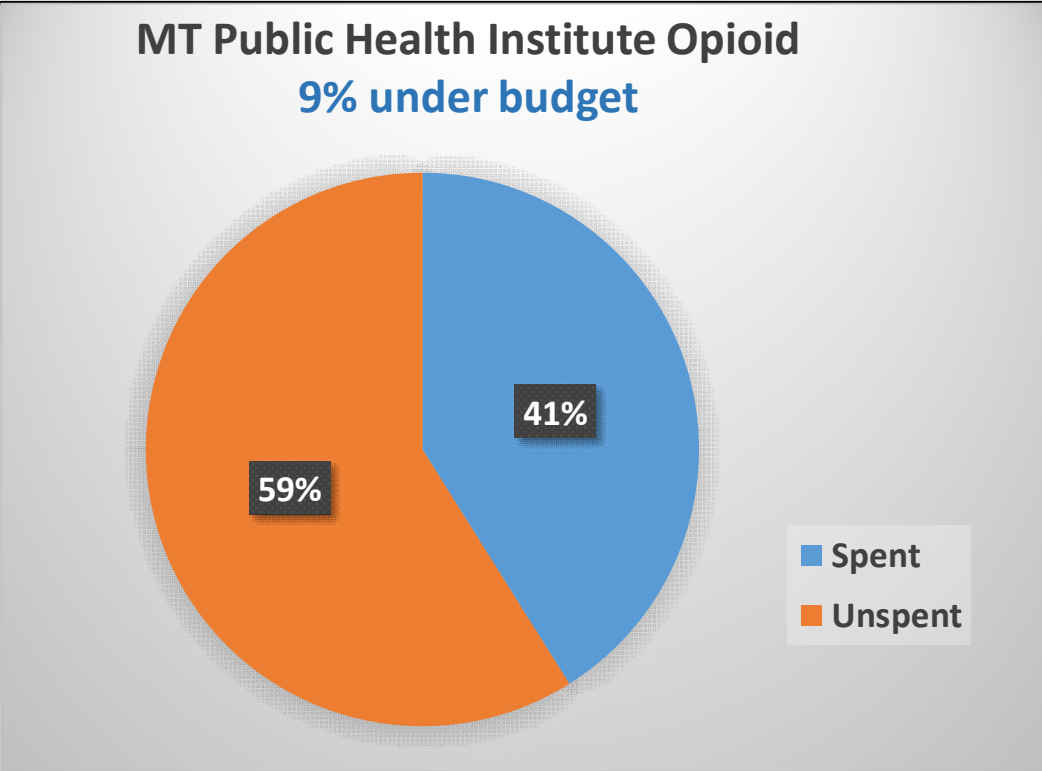
FP - SRAE	\$	%
Budget	\$ 35,000	100%
Spent	\$ 17,640	50%
Unspent	\$ 17,360	50%



Grant Type	Revenue Source	Fiscal End Date
Reimbursement	Federal	09/30/24

Family Planning FY'24  
Expenditures as of 3/31/24

MPHI Opioid	\$	%
Budget	\$ 173,000	100%
Spent	\$ 71,070	41%
Unspent	\$ 101,930	59%



Grant Type	Revenue Source	Fiscal End Date
Deliverable	Private	09/29/24



## **Flathead City-County Health Department**

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Animal Shelter  
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## **Flathead City-County Health Department FY25 Preliminary Budget**



**Flathead City-County Health Department  
FY25 Preliminary Budget**

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Total Health Department Budgeted Full Time Equivalent (FTE)	Page 14, 15, 16

## Flathead City-County Health Department FY25 Preliminary Budget

### BUDGET EXPENDITURES

*****	Total Budget Health Department	\$	8,744,934
*****	Health Department General Fund	\$	3,902,448
*****	Mosquito General Fund	\$	315,679
*****	Animal Shelter Fund	\$	570,945
*****	CIP, Donation, Trust	\$	265,000
*****	Health Department Grants	\$	3,690,862

### BUDGET ITEMS

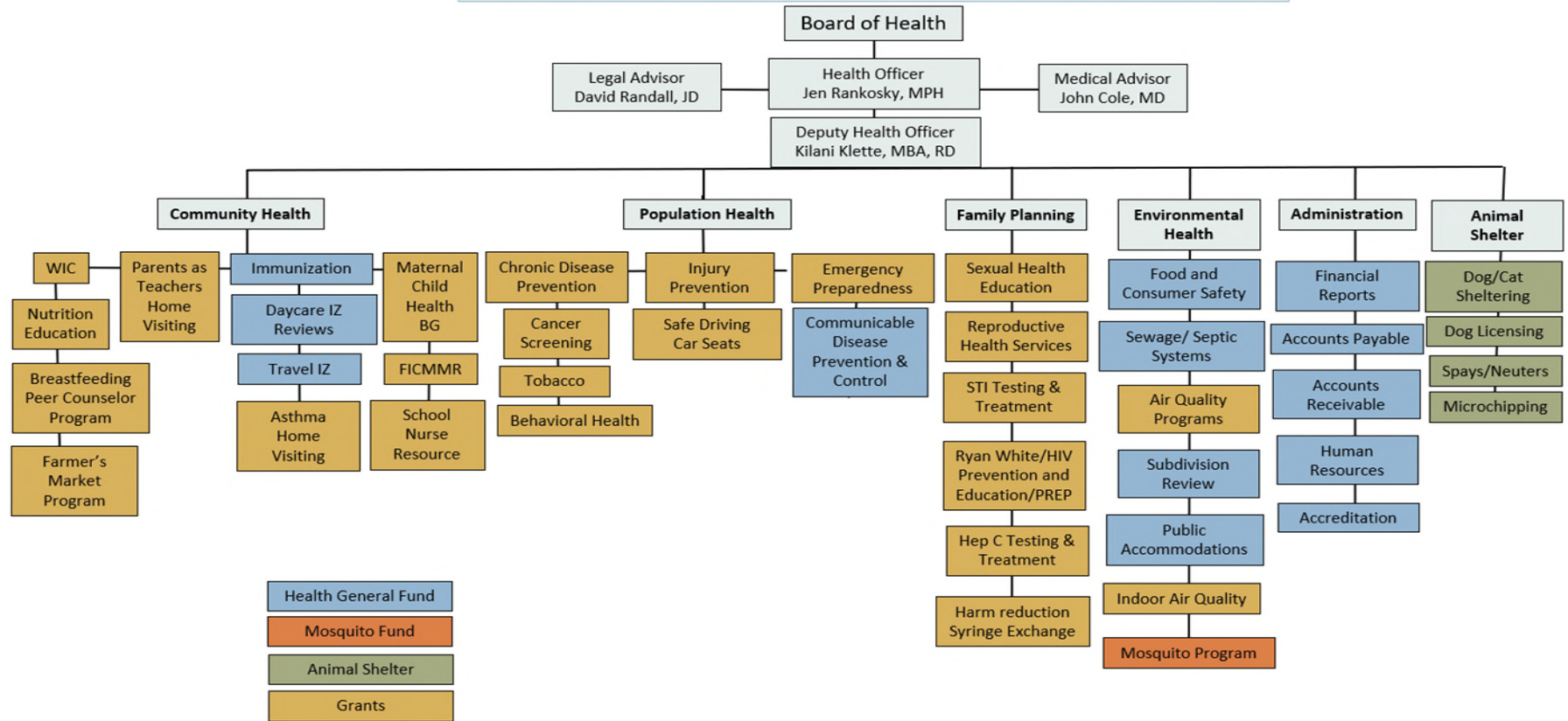
- 1) Grants are still in the early stages of determining final funding
- 2) Payroll estimates from Finance, 4.1% COLA
- 3) Animal Shelter Donation Account balance declining, In future possible transfer to Flathead County Fund may be affected
- 4) Animal Shelter 1.0 FTE requested - Animal Caretaker Position
- 5) Environmental Health revenues projected to decrease about 6%
- 6) Facility - Custodial Position - reduced by 0.5 FTE and IT Support Savings
- 7) Lease revenue for Greater Valley Health Care budget through December
- 8) Mill Levy estimated at the 4.61 Mills

### Tentative Budget Dates

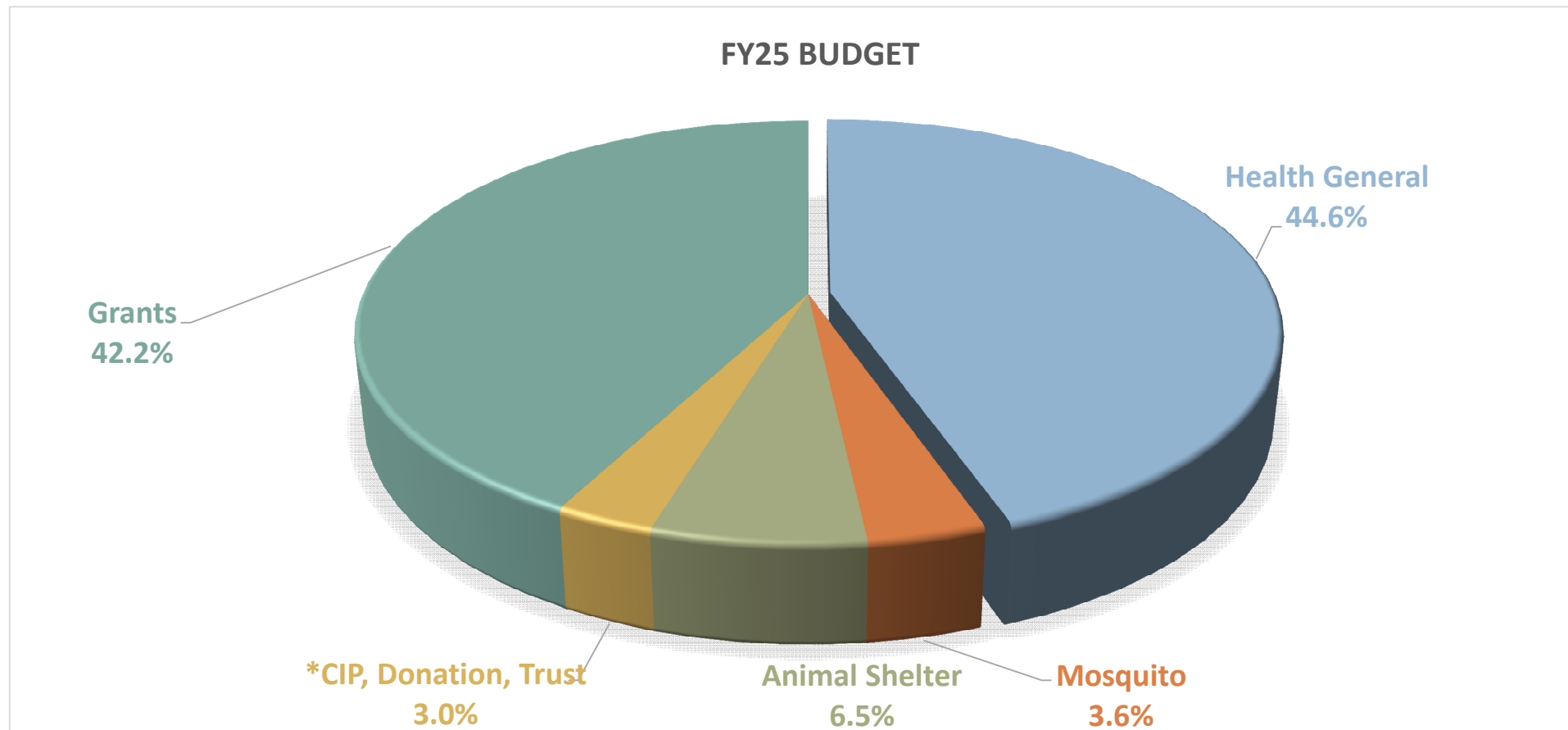
*****	Board of Health Finance Committee preliminary budget review	April 8th
*****	Preliminary Board of Health Budget approval	April 18th
*****	Flathead County administrative review of preliminary budget	April 19th
*****	Flathead County Commissioner review	May 13th



# Flathead City-County Health Department Organizational Chart



## Total Flathead City-County Health Department Expenditures By Division



Total Expenditures**	FY22 Actual	FY23 Actual	FY24 Budget	FY25 Budget
Health General	\$ 2,958,919	\$ 3,584,069	\$ 3,723,325	\$ 3,902,448
Mosquito	\$ 238,623	\$ 243,158	\$ 310,059	\$ 315,679
Animal Shelter	\$ 498,328	\$ 527,270	\$ 524,975	\$ 570,945
*CIP, Donation, Trust	\$ 873,998	\$ 476,734	\$ 265,024	\$ 265,000
Grants	\$ 3,226,867	\$ 2,957,555	\$ 3,070,669	\$ 3,690,862
	<u>\$ 7,796,735</u>	<u>\$ 7,788,786</u>	<u>\$ 7,894,052</u>	<u>\$ 8,744,934</u>

*\*Net of Transfers*

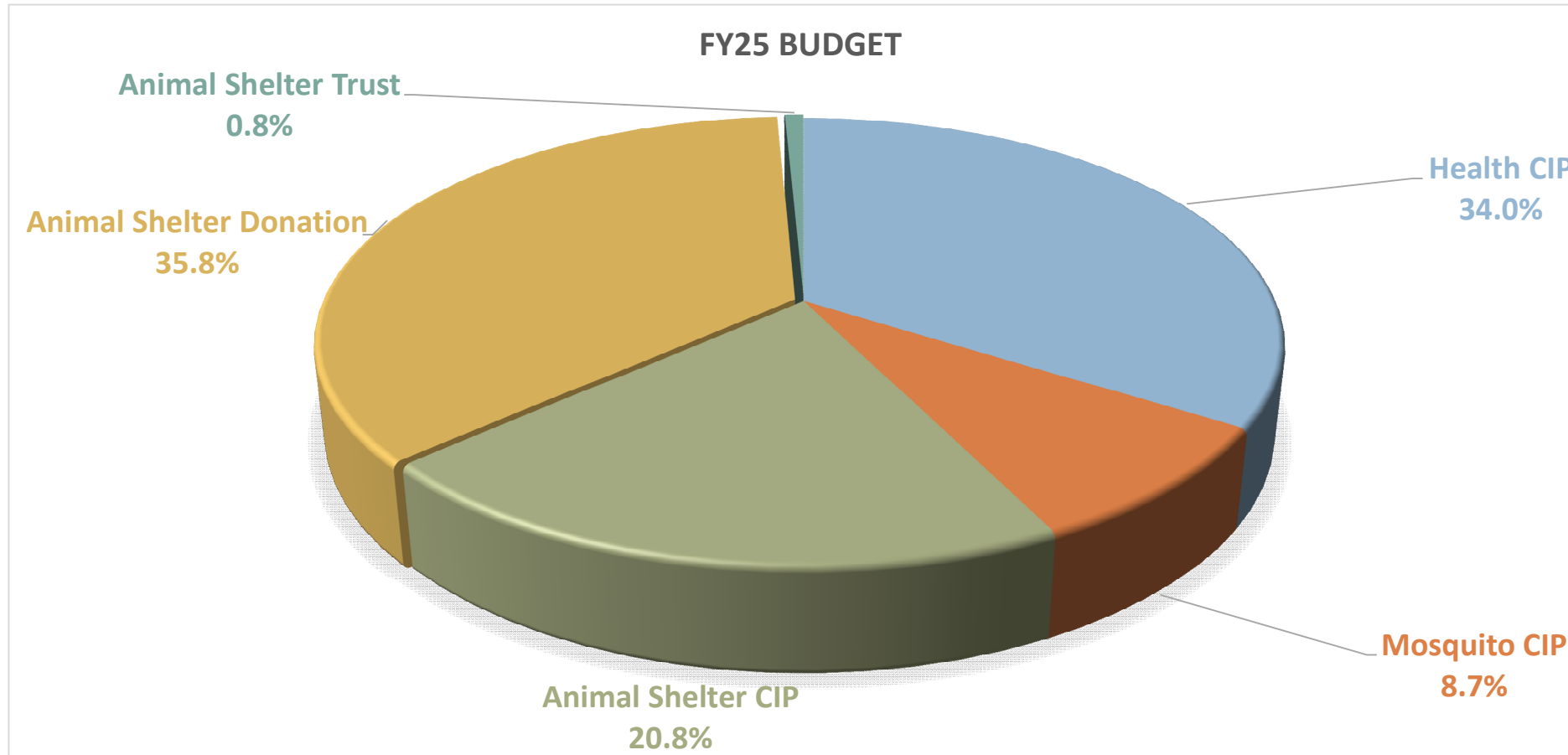
*\*\*Less Covid 19 Expenditures*

# **Summary of Budgeted Revenue and Expenditures - Health Department** **FY25 Projected Cash**

Program	Proj Beg Cash	Revenue	Personnel	Operating	Trans In	Trans Out	Cap Outlay	Total Expend	Net Total	Proj End Cash
<b>Health</b>										
Tax Levy	\$ -	\$ 2,278,699						\$ -	\$ 2,278,699	\$ 2,278,699
General	\$ 1,100,000	\$ 1,619,749	\$ 2,609,908	\$ 1,197,321	\$ (4,000)	\$ 95,219		\$ 3,898,448	\$ (2,278,699)	\$ (1,178,699) <b>\$ 1,100,000</b>
CIP	\$ 1,032,727	\$ 22,912			\$ (82,200)		\$ 90,000	\$ 7,800	\$ 15,112	\$ 1,047,839
<b>Mosquito</b>										
Tax Levy	\$ -	\$ 315,604						\$ -	\$ 315,604	\$ 315,604
General	\$ 90,505	\$ 75	\$ 197,386	\$ 101,923		\$ 16,370		\$ 315,679	\$ (315,604)	\$ (225,099) <b>\$ 90,505</b>
CIP	\$ 70,670				\$ (16,000)		\$ 23,000	\$ 7,000	\$ (7,000)	\$ 63,670
<b>Animal Shelter</b>										
County General	\$ -	\$ 400,545						\$ -	\$ 400,545	\$ 400,545
General	\$ -	\$ 133,900	\$ 354,761	\$ 215,630	\$ (37,000)	\$ 1,054		\$ 534,445	\$ (400,545)	\$ (400,545) <b>\$ -</b>
Donations	\$ 69,016	\$ 93,000		\$ 58,000		\$ 58,000		\$ 116,000	\$ (23,000)	<b>\$ 46,016</b>
CIP	\$ 66,509				\$ (21,000)		\$ 55,000	\$ 34,000	\$ (34,000)	\$ 32,509
Trust	\$ 83,020	\$ 200		\$ 200				\$ 200	\$ -	\$ 83,020
<b>Grants</b>										
	\$ 2,588,652	\$ 3,576,789	\$ 2,552,634	\$ 1,138,939	\$ (8,000)	\$ 7,289		\$ 3,690,862	\$ (114,073)	\$ 2,474,579
<b>Total</b>	<u>5,101,099</u>	<u>8,441,473</u>	<u>5,714,689</u>	<u>2,712,013</u>	<u>(168,200)</u>	<u>177,932</u>	<u>168,000</u>	<u>8,604,434</u>	<u>(162,961)</u>	<u>4,938,138</u>

As a Percentage of Total Expenditures			
Personnel	Operating	Net Transfers	Cap Outlay
66.4%	31.5%	0.1%	2.0%

## Flathead City-County Health Department Expenditures Capital Improvement Projects, Donations, Trust Account



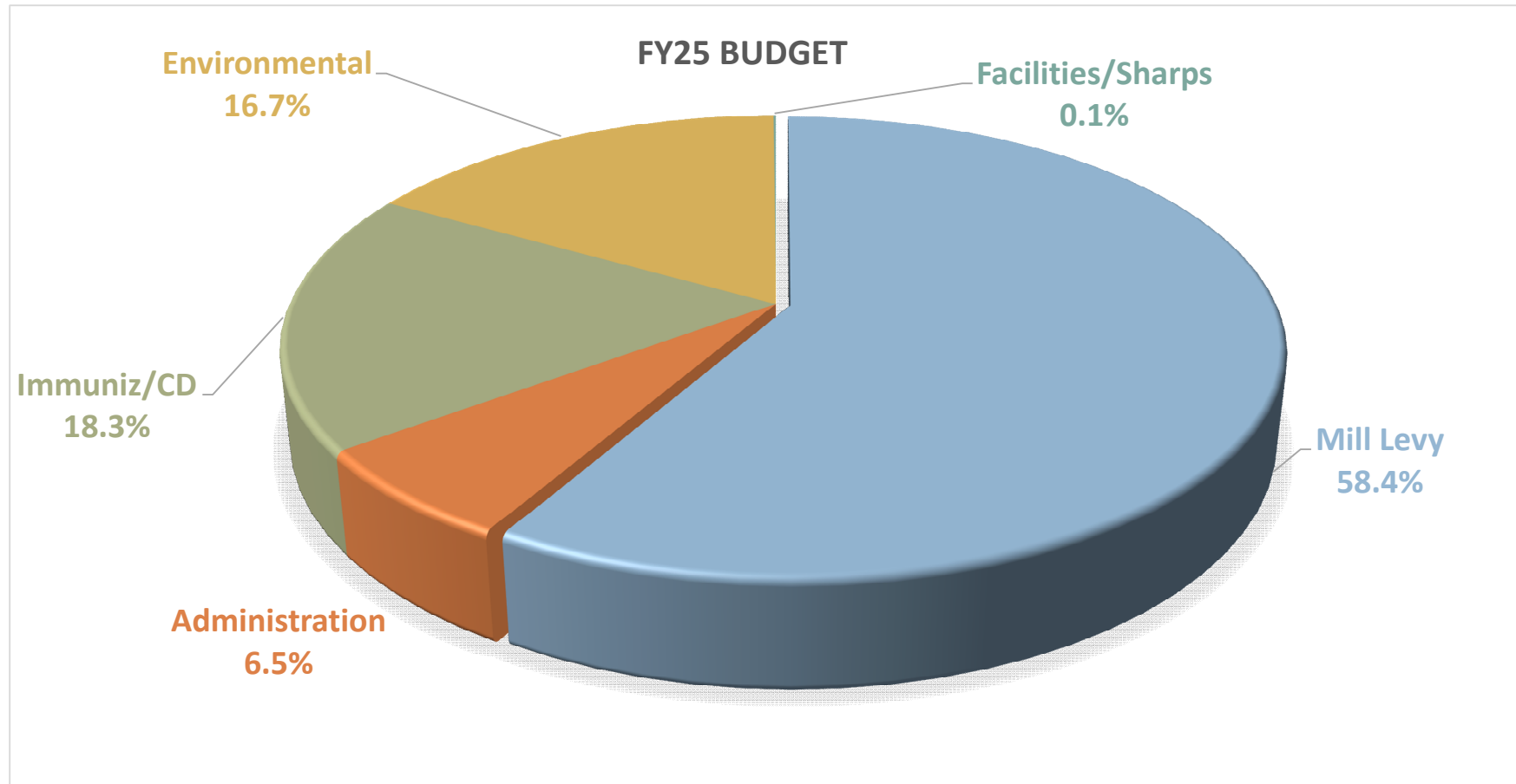
Total Expenditures*	FY22 Actual	FY23 Actual	FY24 Budget	FY25 Budget	Description
Health CIP	\$ 151,490	\$ 251,770	\$ 45,000	\$ 90,000	2x Vehicle
Mosquito CIP	\$ 55,453	\$ 13,800	\$ 45,724	\$ 23,000	UTV
Animal Shelter CIP	\$ 555,003	\$ 42,288	\$ 51,650	\$ 55,000	HVAC System, Generator, Ve
Animal Shelter Donation	\$ 111,748	\$ 167,155	\$ 122,450	\$ 95,000	Oper Exp
Animal Shelter Trust	\$ 304	\$ 1,721	\$ 200	\$ 2,000	Oper Exp
	<u>\$ 873,998</u>	<u>\$ 476,734</u>	<u>\$ 265,024</u>	<u>\$ 265,000</u>	

\*Net of Transfers

## Summary of Budgeted Grant Revenue and Expenditures FY25 Proposed Budget Detail

Account	Program	Revenue	Personnel	Operating	Trans In	Trans Out	Cap Outlay	Total Expend	Net Total	End Date	Source
	Population Health										
2967.000.4430	MT Cancer Control	\$ 102,140	\$ 91,515	\$ 10,255		\$ 370		\$ 102,140	\$ -	6/30/2024	Fed, State
2967.000.4435	CONNECT	\$ 46,043	\$ 45,858	\$ -		\$ 185		\$ 46,043	\$ -	6/30/2024	Fed, State
2967.000.4436	WiseWoman	\$ 78,750	\$ 40,024	\$ 38,726				\$ 78,750	\$ -	6/30/2024	Fed
2968.000.4400	Tobacco Includes Hub	\$ 311,243	\$ 121,086	\$ 190,157		\$ -		\$ 311,243	\$ -	6/30/2024	State
2394.000.4410	DUI Reinstatement	\$ 35,000	\$ 23,635	\$ 11,180		\$ 185		\$ 35,000	\$ -	6/30/2024	State
2283.000.4400	Buckle UP	\$ 54,414	\$ 47,273	\$ 7,141				\$ 54,414	\$ -	9/30/2024	Fed
2977.000.4450	PHEP Main	\$ 126,855	\$ 113,841	\$ 12,274		\$ 740		\$ 126,855	\$ -	6/30/2024	Fed
2977.000.4453	PHEP DIS	\$ 78,000	\$ 65,104	\$ 12,896				\$ 78,000	\$ -	1/31/2025	Fed
2977.000.4454	PHEP CLC	\$ 78,000	\$ 77,404	\$ 596				\$ 78,000	\$ -	6/30/2024	Fed
2965.000.4021	CDG	\$ 560,543	\$ 82,272	\$ 478,271				\$ 560,543	\$ -	6/30/2024	State
2271.000.4023	FCIG	\$ 90,000	\$ 82,918	\$ 7,082				\$ 90,000	\$ -	9/19/2025	Non Profit
2954.000.4024	Natl Opioid	\$ 200,494	\$ 188,347	\$ 12,147				\$ 200,494	\$ -	Open	State
2966.000.4350	Radon	\$ 300	\$ -	\$ 300				\$ 300	\$ -	6/30/2024	County
2979.000.4360	Air Quality	\$ 50,713	\$ 39,509	\$ 11,019		\$ 185		\$ 50,713	\$ -	6/30/2024	Fed
	Community Health										
2973.000.4200	Asthma	\$ 37,500	\$ 36,878	\$ 622				\$ 37,500	\$ -	6/30/2024	State
2271.000.4717	Childhood Lead	\$ 41,600	\$ 41,518	\$ 82				\$ 41,600	\$ -	9/29/2024	Fed
2973.000.4230	MCH	\$ 88,649	\$ 81,497	\$ 7,152				\$ 88,649	\$ -	9/30/2024	Fed
2973.000.4280	PAT	\$ 376,350	\$ 326,786	\$ 48,454		\$ 1,110		\$ 376,350	\$ -	9/30/2024	Fed
2976.000.4310	Immunization	\$ 45,177	\$ 37,358	\$ 7,634		\$ 185		\$ 45,177	\$ -	6/30/2024	Fed, State
2971.000.4130	WIC	\$ 381,212	\$ 338,753	\$ 38,539		\$ 3,920		\$ 381,212	\$ -	9/30/2024	Fed
	Family Planning										
2961.000.4710	Family Planning PREP	\$ 22,500	\$ 20,272	\$ 2,228				\$ 22,500	\$ -	9/30/2024	Fed
2961.000.4711	Family Planning SRAE	\$ 35,000	\$ 32,437	\$ 2,563				\$ 35,000	\$ -	9/30/2024	Fed
2970.000.4320	HIV Case Mgmt RW Part B	\$ 36,101	\$ 27,173	\$ 8,928				\$ 36,101	\$ -	6/30/2024	Fed, State
2972.000.4700	Family Planning	\$ 586,263	\$ 502,258	\$ 197,669		\$ 409		\$ 700,336	\$ (114,073)	3/31/2024	Fed, Insurance
2974.000.4330	Ryan White Part C	\$ 25,000	\$ 22,644	\$ 2,356				\$ 25,000	\$ -	4/30/2024	Federal
2975.000.4340	HIV Prev	\$ 74,942	\$ 54,578	\$ 28,364	\$ (8,000)	\$ -		\$ 74,942	\$ -	5/31/2024	Federal
2975.000.4370	Harm Reduction HEP C	\$ 14,000	\$ 11,696	\$ 2,304				\$ 14,000	\$ -	4/30/2024	Federal
	Grant Total	\$ 3,576,789	\$ 2,552,634	\$ 1,138,939	\$ (8,000)	\$ 7,289	\$ -	\$ 3,690,862	\$ (114,073)		
				Federal Rev	State Rev	Other Rev					
			% of Revenue	54%	36%	10%					

## Health General Fund Budget Revenues By Function

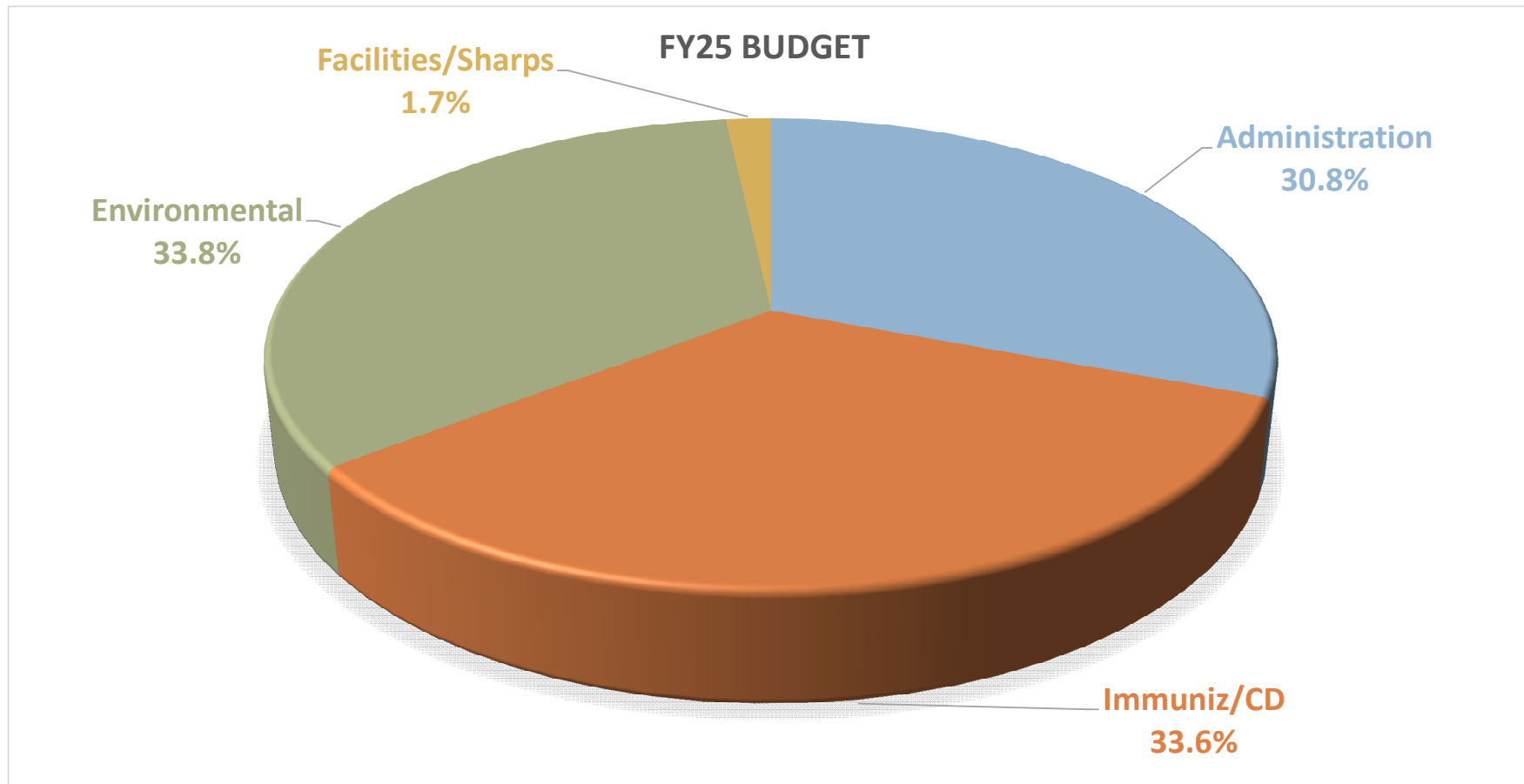


Total Revenues*	FY22 Actual	FY23 Actual	FY24 Budget	FY25 Budget
Mill Levy	\$ 1,624,346	\$ 1,363,253	\$ 1,793,765	\$ 2,278,699
Administration	\$ 334,661	\$ 502,538	\$ 354,210	\$ 253,949
Immuniz/CD	\$ 361,637	\$ 531,634	\$ 547,045	\$ 715,000
Environmental	\$ 917,992	\$ 796,595	\$ 694,516	\$ 650,800
Facilities/Sharps	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
	<u>\$ 3,242,636</u>	<u>\$ 3,198,020</u>	<u>\$ 3,393,536</u>	<u>\$ 3,902,448</u>

\*Less COVID 19 Revenue and Transfers



## Health General Fund Budget Expenditures By Function



Total Expenditures*	FY22 Actual	FY23 Actual	FY24 Budget	FY25 Budget
Administration	\$ 1,197,333	\$ 1,279,319	\$ 1,196,440	\$ 1,203,068
Immuniz/CD	\$ 611,082	\$ 1,007,170	\$ 1,204,035	\$ 1,312,649
Environmental	\$ 1,057,008	\$ 1,195,038	\$ 1,214,596	\$ 1,319,030
Facilities/Sharps	\$ 93,496	\$ 102,543	\$ 108,254	\$ 67,701
	<u>\$ 2,958,919</u>	<u>\$ 3,584,070</u>	<u>\$ 3,723,325</u>	<u>\$ 3,902,448</u>

\*Less Covid 19 Expenditures

**Flathead County Health Department**  
**Health General Fund Budget**  
**FY25 Budget Detail**

	<b>Summary Budget FY25</b>	<b>Admin Budget FY25</b>	<b>IZ/CD Budget FY25</b>	<b>EH Budget FY25</b>	<b>Fac/Sharp Budget FY25</b>
<hr/> <b>Revenue</b> <hr/>					
Tax Revenue	<b>2,278,699</b>	2,278,699			
Fee & Other Revenue	<b>1,619,749</b>	253,949	715,000	650,800	
Transfers In	<b>4,000</b>				4,000
	<hr/> <b>3,902,448</b>	<hr/> 2,532,648	<hr/> 715,000	<hr/> 650,800	<hr/> 4,000
<hr/> <b>Expenditures</b> <hr/>					
Salary	<b>1,945,157</b>	578,063	427,028	892,855	47,211
Benefits	<b>664,751</b>	172,126	150,842	328,993	12,790
Supplies	<b>698,650</b>	45,050	624,800	21,800	7,000
Contracted Services	<b>498,671</b>	316,566	107,479	73,926	700
Transfers Out	<b>13,019</b>	9,063	2,500	1,456	
Transfers Out - Capital	<b>82,200</b>	82,200	-	-	-
Capital Outlay					
	<hr/> <b>3,902,448</b>	<hr/> 1,203,068	<hr/> 1,312,649	<hr/> 1,319,030	<hr/> 67,701
<hr/> <b>Net Increase/(Decrease)</b> <hr/>					
	<hr/> <b>0</b>	<hr/> 1,329,580	<hr/> (597,649)	<hr/> (668,230)	<hr/> (63,701)

Health Department Mill Calculation sheet  
FY'2025

Preliminary  
Version date: 3/29/24

Anticipated Expenses FY'25	Cash on 7/1/2025	Total Resources	Cash on 6/30/2024	Non-tax revenue	Property Tax Revenue	Total Resources
\$ 3,902,448	\$ 1,164,256	\$ 5,066,705	\$ 1,100,000	\$ 1,623,749	\$ 2,342,956	\$ 5,066,705
	29.8%	Cash reserve				

	Expenses	State Entitle Rev	Fee revenue	Tax revenue necessary	
Admin & transfers	\$ 1,203,068	\$ 118,338	\$ 135,611	\$ 949,119	Includes CIP TX \$82.2K
Immunization/Comm Disease	\$ 1,312,650		\$ 715,000	\$ 597,650	
Environmental Heath	\$ 1,319,030		\$ 650,800	\$ 668,230	
Sharps/Facility	\$ 67,701		\$ 4,000	\$ 63,701	
	\$ 3,902,448	\$ 118,338	\$ 1,505,411	\$ 2,278,699	
			\$ 1,623,749		

		**Estimated Mill Value	
		FY25 mill value	Total Property Tax
Mills levied	4.61	\$ 508,233.36	\$ 2,342,956

## Flathead City-County Health Department Levy

### Health General Fund

	FY24	FY23	FY22	FY21	FY20
Mills Allowed	4.61	5.79	5.73	6.26	6.18
Mills Levied	3.60	3.99	4.99	5.99	5.99
	FY19	FY18	FY17	FY16	
Mills Allowed	6.43	6.29	6.63	6.57	
Mills Levied	4.90	5.70	6.63	6.57	

**Flathead City County Health Department**  
**Full Time Equivalent Employees**

		Budget FY21	Budget FY22	Budget FY23	Budget FY24	Budget FY25	Difference FY24-FY25
<b>Health General Fund</b>							
2270.000.4010.440110	Administration	6.20	6.70	6.60	7.20	6.85	(0.35)
2270.000.4040.440140	Environmental	12.70	12.65	12.80	12.55	13.60	1.05
2270.000.4050.440150	Immunization	8.00	6.20	6.30	6.20	5.45	(0.75)
2270.000.4052.440150	Communicable Disease	-	1.65	1.40	1.40	1.55	0.15
2270.000.4020.411200	Facilities	1.50	1.50	1.50	1.50	1.00	(0.50)
2270.000.4030.440130	Sharps	0.10	0.10	0.10	0.10	0.10	-
<b>Total</b>		<b>28.50</b>	<b>28.80</b>	<b>28.70</b>	<b>28.95</b>	<b>28.55</b>	<b>(0.40)</b>
<b>Mosquito</b>							
2200.000.4470.440700	Mosquito	1.80	2.80	2.80	2.80	2.80	-
<b>Animal Shelter</b>							
1000.000.4460.440600	Animal Shelter	7.75	7.75	7.75	7.75	7.75	-
<b>Total Health General, Mosquito, Animal Shelter</b>		<b>38.05</b>	<b>39.35</b>	<b>39.25</b>	<b>39.50</b>	<b>39.10</b>	<b>(0.40)</b>

**Flathead City County Health Department**  
**Full Time Equivalent Employees**

		Budget FY21	Budget FY22	Budget FY23	Budget FY24	Budget FY25	Difference FY24-FY25
<b>Grants</b>							
Health Admin							
2966.000.4350	Radon						-
2979.000.4360	Air Quality	0.70	0.70	0.60	0.55	0.50	(0.05)
Population Health							
2967.000.4430	MT Cancer Control	2.70	2.40	2.50	1.30	1.30	-
2967.000.4435	CONNECT	0.40	0.25	0.60	0.60	0.60	-
2967.000.4436	Wise Woman					0.40	0.40
2968.000.4400	Tobacco Includes Hub	1.40	1.70	1.40	1.50	1.40	(0.10)
2964.000.4420	Suicide Prevention	0.20					-
2394.000.4410	DUI Reinstatement	0.30	0.30	0.30	0.35	0.25	(0.10)
2283.000.4400	Buckle UP Montana	0.50	0.50	0.50	0.45	0.50	0.05
2271.000.4023	Flathead County Implemt Grant					0.90	0.90
2954.000.4024	National Opioid Settlement					2.10	2.10
2965.000.4021	Crisis Diversion Grant (CDG)		1.00	1.00	3.00	1.00	(2.00)
2977.000.4450	Emerg Preparedness (PHEP)	1.00	2.20	4.00	1.10	1.05	(0.05)
2977.000.4453	Emerg Preparedness (PHEP-DIS)			1.00	1.00	1.00	-
2977.000.4454	Emerg Preparedness (PHEP-CLC EPI)				1.00	1.00	-
Community Health							
2973.000.4200	Asthma	0.30	0.35	0.30	0.40	0.35	(0.05)
2271.000.4717	Childhood Lead Prog					0.40	0.40
2973.000.4230	Maternal and Child Health	1.10	1.15	0.95	0.85	0.85	-
2973.000.4280	Parents as Teachers	3.60	4.75	3.35	3.95	3.95	-
2976.000.4310	Immunization	0.40	0.45	0.40	0.35	0.35	-
2971.000.4130	Womens, Infants, Children (WIC)	4.50	4.50	4.50	4.50	4.50	-



**Flathead City County Health Department**  
**Full Time Equivalent Employees**

		Budget FY21	Budget FY22	Budget FY23	Budget FY24	Budget FY25	Difference FY24-FY25
Family Planning							
2972.000.4700	Family Planning	5.70	5.80	5.90	5.75	5.55	(0.20)
2961.000.4710	Family Planning PREP	0.20	0.20	0.20	0.20	0.25	0.05
2961.000.4711	Family Planning SRAE		0.50	0.50	0.40	0.40	-
2970.000.4320	HIV Case Mgmt RW Part B	0.30	0.30	0.30	0.30	0.30	-
2974.000.4330	Ryan White Part C	0.20	0.20	0.30	0.25	0.25	-
2975.000.4340	HIV Prevention	0.60	0.60	0.60	0.60	0.70	0.10
2975.000.4370	Harm Reduction HEP C				0.10	0.15	0.05
<b>Total Grants</b>		<b>24.80</b>	<b>27.85</b>	<b>29.20</b>	<b>28.50</b>	<b>30.00</b>	<b>1.50</b>
<b>Grand Total</b>		<b>62.85</b>	<b>67.20</b>	<b>68.45</b>	<b>68.00</b>	<b>69.10</b>	<b>1.10</b>

# Animal Shelter – Animal Shelter Caretaker Position

The Flathead County Animal Shelter needs an additional full-time Animal Caretaker Position (+1 FTE).

- Overall cost of additional +1 FTE - \$58,947
- FY2023 – Overtime cost \$3,113.96 / Temp Agency cost \$16,325.93 / Total of \$16,325.93
- Requesting an additional full-time staff member to increase the baseline of animal caretakers on shift per day to 4.

This position is needed for the continued operation of the animal shelter at the level the animals and community deserve and are accustomed to.

An additional caretaker would be a benefit to the health and welfare of the animals in the care of Flathead County. An additional caretaker reduces the amount of time needed for cleaning, feeding, and sanitizing the animals and their kennels at the shelter. The reduction in that time allows for more time to be focused on socializing and training the animals. This not only is good for the health and welfare of the animals in the counties care, but also makes them more readily adoptable with less unwanted behaviors in the adoptable animals. The quicker animals leave the facility, the less money that is needed for their daily care (food, medication, sanitizing supplies). 2023 saw the highest average length of stay for dogs at the facility since 2013 (11.9 days in 2023). Along with a longer length of stay, the number of total animals that came in the facility in 2023 was the highest it had been since 2018 (1,424 animals in 2023). The increasing human population of the county has resulted in an increase in the domestic animal population as well, which creates a strain on the resources at the facility and decreases the quality of services the shelter is able to provide to the community and the animals. The total number of animals brought into the shelter is expected to continue to grow. A decade ago, when more animals were taken in than 2023, the guidelines for the proper care, housing, and cleaning of shelter animals looked a lot different than they do now. There is a lot more work that must be done to meet industry guidelines now, which in turn takes more space, time, and manpower to complete.

Another reason this position is needed is for staff coverage. The minimum number of animal caretakers needed to run the daily operations at the animal shelter according to the standard operating procedures is 3. Currently, there are 4 days out of the week when we operate at the minimum with only 3 animal caretakers assigned to work those days. If one of the three members is sick, it automatically creates a staffing shortage which must then be covered by either overtime or by pulling the division manager in on extra workdays or away from their other duties. If a staff member utilizes any of their leave benefits for a day off on those days, it also creates an overtime situation. The additional position would reduce the amount of overtime spent at the animal shelter and allow the staff to utilize the benefits afforded to them by the county more readily.

Below (left) is the current staff allotment for animal caretakers and the proposed (right) allotment.

Sunday: 3 caretakers

Monday: 3 caretakers

Tuesday: 5 caretakers

Wednesday: 3 caretakers

Thursday: 3 caretakers

Friday: 4 caretakers

Saturday: 4 caretakers

Sunday: 4 caretakers

Monday: 4 caretakers

Tuesday: 6 caretakers

Wednesday: 4 caretakers

Thursday: 4 caretakers

Friday: 4 caretakers

Saturday: 4 caretakers

							Total Wages	Unemp.	WC	Health Ins.	Life ins.	FICA	PERS	FICA Med.	TOTAL
<b>Animal Shelter FY'25</b>															
07050-002	ANIMAL CENTER CARETAKER	1.00	health 02	\$	17.9089	18.3566	\$ 39,043	\$ 98	\$ 855	\$ 12,300	\$ 84	\$ 2,421	\$ 3,580	\$ 566	\$ 58,947