Delaware General Health District
Dedicated to your health
Shelia Hiddleson, RN, MS
Health Commissioner

Delaware General Health District

1 and 3 West Winter Street
P.O. Box 570
Delaware, Ohio 43015-0570
(740) 368-1700 Fax (740) 368-1736
DelawareHealth.org

Date: July 28, 2020

To: Board of Health

From: Shelia Hiddleson, RN, MS
Health Commissioner

Re: Board meeting **Tuesday, July 28 2020, 7:00 pm Virtually -** Pursuant to H.B. 197 signed into law on March 27, 2020, and in accordance with Ohio Governor Mike DeWine's Executive Order 2020-01D– Declaring a State of Emergency, issued on March 9, 2020, this meeting will be held virtually via Zoom on Tuesday, July, 2020 at 7:00 pm

This meeting may be viewed at this link:
https://www.youtube.com/user/DelawarePublicHealth/

***PMT – Performance Management Touchstone**

1.0 CONVENTION

Agenda Item	*Time*	*Action/ Contact*
1.01 CALL TO ORDER	**2**	
1.02 CONSENT ITEMS **6.012 Appropriations A-C** **6.015 Expenditures A-B** **6.016 Inventory A** **6.017 Advance/Transfer A** **6.21 Authorization/Employment A** **6.05 Board Actions/Policies/Legal Issues A, C**	**2**	**Approve**
1.03 APPROVAL OF MINUTES **A.** Previously sent.	**2**	**Approve**
1.04 APPROVAL OF BILLS **A.** Previously sent.	**2**	**Approve**

2.0 STAFF REPORTS

Agenda Item	*TIME*	*Action/ Contact*	*PMT*
2.01 HEALTH COMMISSIONER • **Kudos** • **Priority Levels – Adam Howard** • **Building Timeline (attached)** • **Finance Committee – Dr. Hickman and Dr. Threlfall times on August 22 (9, 10, 11, 12)**	**2**	**Info/ Shelia**	

To date the Board of Health members have completed 80 minutes of Continuing Education. Sixty-five minutes have been related to Covid 19 planning, implementation, ICS, epidemiology, contact tracing, and challenges. Fifteen minutes have been related to Financial reporting and forecasting.

Board of Health CE 2020								
Month	WT	PB	DS	MF	GW	AH	MH	DK
February (Covid ICS)	20	20		20	20	20	20	20
March (Covod Epi)	15	15	15	15	15	15	15	15
April (Covid Planning)	15	15	15	15	15	15	15	15
May (Covid Contact Tracing)	15	15	15	15	15	15	15	15
June (Fiancial Reporting and Forecasting)	15	15	15	15	15	15	15	15
Total	80	80	60	80	80	80	80	80
Need	120	120	120	120	120	120	120	120

Red = Needs CEU
Green =CEU Complete
Gray = Not attended

2.02 FINANCE			
A. Finance Report – Requesting Board review and accept the year-to-date finance report (**attached**). **Action Requested: Accept**	**2**	**Accept/ Dawn**	**Agency**

3.0 BOARD REPORTS

Agenda Item	*Time*	*Action/ Contact*	*PMT*
3.01 BOARD PRESIDENT	**<15**	**Info**	

4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION

Agenda Item	*Time*	*Action/ Contact*	*PMT*
4.04 CITIZEN REQUEST			

6.0 NEW BUSINESS

New items of information or for Board action

Agenda Item	*Time*	*Action/ Contact*	*PMT*
6.012 APPROPRIATIONS			
A. Coronavirus Response – Request Board approval for Coronavirus Response Special Revenue fund (fund number 70551505) transfer of appropriations in the amount of $2,000 from salary to benefits. Based on projections of current salary and benefits there is a need to transfer these appropriations between object line items to cover the last payments from this grant. **Action Requested: Consent approval**	**0**	**Consent/ Dawn**	**Agency**

B. Contact Tracing – Request Board approval for Contact Tracing Special Revenue fund (fund number 71851528) transfer of appropriations in the amount of $3,500 from services & charges to supplies. Additional computer monitors are needed for contact tracers due to the increase work load related to the rise in Coronavirus cases. **Action Requested: Consent approval**	**0**	**Consent/ Dawn**	**Agency**
C. Contact Tracing – Request Board approval for Contact Tracing Special Revenue fund (fund number 71851528) supplemental appropriations of $100,000 to salary and benefits. The District was awarded an additional $356,547 for contract tracing. **Action Requested: Consent approval**	**0**	**Consent/ Dawn**	**Agency**
6.015 EXPENDITURES			
A. GPS Tracking System - Request Board approval for the purchase of a GPS Tracking system for our District vehicles. Each vehicle will have a tracking device installed and will provide data on mileage and location of the vehicles. This is information will reduce the amount of time spent documenting and calculating mileage by the staff and fiscal department. Additionally, being able to locate the District vehicles will help ensure the safety of the staff. The estimated cost: $21.95 per vehicle x 25 vehicles (monthly) $2.50 per key fob over 3 vehicles (monthly) $12.50 one-time cost for additional fobs x 5 fobs Total estimated annual cost $6,687.00 **Action Requested: Consent approval**	**0**	**Consent/ Dawn**	**Agency**
B. Computer Monitors - Request Board approval for the purchase of 18 computer monitors to be used by our staff to perform contact tracing. The cost is $181.00 per monitor for a total cost of $3,258.00. Will plan to use grant funding for purchase. **Action Requested: Consent approval**	**0**	**Consent/ Dawn**	**Agency**
6.016 INVENTORY			
A. Sonicwall NSA 3600 – Request Board approval for removal of equipment from the District's inventory report that no longer operates - inventory number 1310. Replacement equipment was supplied by the vendor at no cost to the District. **Action Requested: Consent approval**	**0**	**Consent/ Dawn**	**Agency**
6.017 ADVANCE / TRANSFER			
A. Contact Tracing – Request Board Approval to Advance $100,000 from Administration 70225111 to Contract Tracing special revenue fund (fund number 71851528). The purpose of the advance is to provide funds in the Contact Tracing Special Revenue funds until we receive reimbursement from the state. Upon reimbursement, the funds will be returned to the Administration Fund. The District was awarded an additional $356,547 for contact tracing. **Action Requested: Consent approval**	**0**	**Consent/ Dawn**	**Agency**

6.21 AUTHORIZATION/EMPLOYMENT			
A. Leave Without Pay / Ms. Margo Dixon – Ms. Margo Dixon, Breastfeeding Peer Helper, has had a medical procedure that will require approximately 6-12 weeks off for recovery. As Ms. Dixon only works approximately 16 hrs./week, she will need up to 159 hours of LWOP. The WIC program staff can cover her hours for up to 12 weeks; if Ms. Dixon is unable to return to work after that date, she is planning to resign her position. Ms. Jennings, Program Manager, Mr. Howard, and Ms. Hiddleson recommend approval of LWOP for up to 12 weeks for Ms. Dixon **Action Requested: Consent Approval**	**0**	**Consent/ Adam**	**Agency**
6.025 SALARY SCALE/POLICIES/BENEFITS			
A. Annual Performance Appraisal – Ms. Hiddleson and the Senior Leadership Team have determined that Annual Performance Appraisals based on Essential Functions and goals will not be feasible this year due to Covid 19 response and many staff fulfilling other roles/responsibilities. Therefore, Ms. Hiddleson requests the Board make an across the agency salary adjustment. The Personnel Committee has discussed this issue and have a recommendation for the Board. The Board of Health may wish to discuss the contract in Executive Session. If the Board determines to enter Executive Session, it will be to consider the compensation of a public official. **Action Requested: Discuss**	**10**	**Discuss/ Shelia**	**Agency**
6.031 HEALTH COMMISSIONER **A. Health Commissioner Contract -** The Health Commissioner's contract expires at the end of December 2020. There are no significant changes; the revised contract will be emailed to Board members from Mr. Wisener. The Health Commissioner will receive annual performance appraisal in December 2020 with the potential of a merit increase at that time, no change in salary at this time. The Personnel Committee has reviewed the draft contract and recommended approval of a contract with a term of five years, January 1, 2021 through December 31, 2025. The Board of Health may wish to discuss the contract in Executive Session. If the Board determines to enter Executive Session, it will be to consider the appointment of a public official. **Action Requested: Discuss**	**10**	**Discuss/ Shelia**	**Agency**
6.05 BOARD ACTIONS/POLICIES/LEGAL ISSUES			
A. New Facility Financing – The Board of Health has decided to open the bidding process for the new facility. To assure complete funding a loan up to Four Million dollars may be required dependent upon actual amount of accepted bid. Ms. Hall has been in working with Mr. Reinhart, FCW Bank, to develop a contract for the loan, draft contract attached: i) Origination fee is under consideration by the bank to lower ($10,000) ii) The interest rate on the Loan will be the variable rate per annum of the Five-Year ICE Swap Index plus 2.75% (Currently 3.5%). The rate will adjust after the first five-year term. The initial loan rate will be set at or near the closing and the rate floor will be 3.5%. iii) Interest only for 18 months based on the principal balance outstanding then Principal and interest will be repayable in 101 monthly payments of approximately $20,565.00, with a final payment of all unpaid principal and accrued interest due at maturity. Payments will be calculated using a 300-month amortization.	**0**	**Consent/ Shelia**	**Agency**

Request Board approve the Health Commissioner to negotiate and execute the contract with First Commonwealth Bank upon approval by the County Prosecutor. If any of the terms become less desirable, the Health Commissioner will not execute until after the Board reviews. **Action Requested: Consent**			
B. Shade Lease and Terms of Completion: Upon the completion of the Shade lease and their departure from the 1 West Winter building, Mr. Knowlton sent them a final bill; the bill included a charge for the 2019 taxes. The Shades have disputed their responsibility for paying this charge and allege that they were charged unjustly for some taxes in the previous years while they were tenants, while under lease with Delaware Bank and the health district. Ms. Hiddleson, Mr. Knowlton, Ms. Hall, and Mr. Penkal, Assistant Prosecuting Attorney, have been working diligently over the past six months to come to a resolution related to this dispute. During the last meeting, 07/22/2020, a tentative agreement was reached with a final review to be made by Mr. Penkal. **The original invoice was for $18,515.98 (attached).** Request Board approval for the health commissioner to continue to negotiate the dispute and permit the settlement of the issue based on the recommendation of Mr. Penkal. **Action Requested: Discuss**	**5**	**Discuss/ Shelia & Dawn**	**Agency**
C. Reorganization: During the Board meeting in March of each year the Board typically selects a President and Vice-President. Due to the beginning of virtual meetings related to the pandemic this did not occur in March. At this time, it appears Board virtual meetings may continue for many more months as the pandemic does not seem to be subsiding. Ms. Hiddleson recommends that Board officers continue through March of 2021 unless there are changes to Board membership. **Action Requested: Consent**	**0**	**Consent/ Shelia**	**Agency**

6.51 APPOINTMENTS			
A. 2020 Board Committee Assignments – Current Board Committee assignments are noted below, and vacancies are noted. Mr. David Karr would like to be appointed to the Personnel Committee. The nominations committee has been inactive for the past several years and the levy committee will not be active until 2023. Ms. Hiddleson is uncertain if Ms. Howerton is still a member of the Regulation Review committee.	**5**	**Approve/ Dr. Threlfall**	**Agency**

Current Board Committees

Finance (3)	Personnel (4)	Subdivision Variance (3)	Regulation Review (3)	Levy (3)	Nominations (3)
W Threlfall	G Wisener	W Threlfall	W Threlfall	W Threlfall	Vacant
P Blayney	M Fleischer	P Blayney	P Blayney	P Blayney	Vacant
M Hickman	Vacant	Vacant	A Howerton?	Vacant	
	D Smith				
S Hiddleson	S Hiddleson	S Burke	S Burke	S Hiddleson	S Hiddleson
D Hall	A Whitney	D Kent			

Sincerely,

Shelia Hiddleson
Health Commissioner
740/972-8635

Steve Burke
Director of Environmental Health
740/815-8807

Jen Keagy
Director of Community Health
614/315-1337

Adam Howard
Director of Preventative Health
740/360-4718

Dawn Hall
Director of Operations
330/281-1700

2020 BUDGET FORM **DELAWARE GENERAL HEALTH DISTRICT**

Program **Coronavirus Response**

Fund **70551505**

AMENDED APPROPRIATION REQUEST

		CURRENT				AMENDED	
	ACCOUNT	**2020**			**Changes**	**2020**	
500	**SALARY**		$	144,786.36			$ 142,786.36
5001	COMPENSATION	144,786.36			(2,000.00)	142,786.36	
5004	OVERTIME	-				-	
510	**BENEFITS**		$	57,846.64			$ 59,846.64
5101	HEALTH INSURANCE	34,190.36			2,000.00	36,190.36	
5102	WORKERS COMP	862.70			-	862.70	
5103	DENTAL INSURANCE	544.87			-	544.87	
5120	COUNTY SHARE / PERS	20,886.54			-	20,886.54	
5131	COUNTY SHARE / MEDICARE	1,362.17			-	1,362.17	
520	**MATERIALS AND SUPPLIES**						$ -
530	**SERVICES AND CHARGES**		$	-			$ -
540	**CAPITAL OUTLAYS AND EQUIP**				-		$ -
560	**GRANTS IN AID**				-		$ -
570	**DEBT SERVICE**				-		$ -
	TOTAL	202,633.00			-	202,633.00	**$ 202,633.00**

Task	Responsible Person	Week of:													
		7/20/2020	7/27/2020	8/3/2020	8/10/2020	8/17/2020	8/24/2020	8/31/2020	9/7/2020	9/14/2020	9/21/2020	9/28/2020	10/5/2020	10/12/2020	10/19/2020
Complete documents for City and file for permits	Jamie Leesburg														
NOI	Jamie Leesburg														
Finalize Bid Documents	Bill Souders														
Finalize AIE Contracts															
Templates	Bill Sounders and Dawn Hall														
Addendums	Eric Penkal														
Develop Publication	Shelia Hiddleson and Eric Penkal														
Publicize BID Requests	Shelia Hiddleson														
Schedule Virtual and Public Meeting	Shelia Hiddleson														
Schedule Finance Committee Meeting	Shelia Hiddleson														
Finalize Bank Documents	Dawn Hall and Shelia Hiddleson														
Deadline for BID Submission	Bill Souders					19th 1330									
Review Bids and develop Recommendations	Moody-Nolan														
Review recommendations	Finance Committee					22nd									
Present Recommendations to BOH	Pat Blayney and Shelia Hiddleson						25th 1900								
Approval of Bank Documents	Board of Health						26th 1900								
Bank documents complete	Dawn Hall and Shelia Hiddleson														
Review finances and determine construction date	Board of Health						26th 1900					29th 1900			18th 1330

First Commonwealth Bank
110 Riverbend Ave.
Powell, OH 43065
fcbanking.com

June 19, 2020

Ms. Dawn Hall
Director of Finance and Operations
Delaware General Health District
P.O. Box 570
Delaware, OH 43015

TERM SHEET

Dear Dawn:

First Commonwealth Bank ("Bank") is pleased to provide the following terms for a proposed loan (the "Loan"). The terms and conditions set forth are to initiate preliminary discussions only and should not be construed as a commitment on the part of Bank to extend credit:

1. Borrower: Delaware General Health District (the "Borrower").

2. Purpose: The proceeds of the Loan will be used by Borrower to finance the construction of a 26,000 +/- square foot office building on 8.91 acres located at 470 S. Sandusky Street, Delaware, OH (the "Project").

3. Collateral: The Loan will be secured by a first mortgage lien (the "Open – End Construction Mortgage") and an assignment of rents and leases to include subsequent renewals or replacements on real estate located at 470 S. Sandusky Street, Delaware, OH Parcel #'s 41912204042000 & 41912204021000 and a security interest in the business assets (the "UCC") of the Borrower now owned or hereafter acquired (the "Collateral").

4. Amount: The maximum principal amount of the Loan will be the lesser of $4,000,000.00; i) 65% of the appraised value of the Collateral ii) 65% of the total project cost.

5. Interest Rate: The interest rate on the Loan will be the variable rate per annum of the Five Year ICE Swap Index plus 2.75% (Currently 3.5%). The rate will adjust after the first five-year term. The initial loan rate will be set at or near the closing and the rate floor will be 3.5%.

6. Repayment Terms: Interest only for 18 months based on the principal balance outstanding then Principal and interest will be repayable in 101 monthly payments of approximately $20,565.00, with a final payment of all unpaid principal and accrued interest due at maturity. Payments will be calculated using a 300-month amortization.

7. Prepayment: Bank shall charge a prepayment premium equal to 1% of the outstanding principal balance should Borrower prepay the loan with funds from another financial institution.

8. Origination Fee: An origination fee of .25% or $10,000.00 will be payable by Borrower to Bank at Loan closing.

9. Advances: All advances must be supported by an AIA Certificate showing the following: cost incurred to date, current cost breakdown of subject advance request, the cost to complete the project and borrowers equity injection. Any advances will be subject to the terms and conditions of the applicable Construction Loan Agreement executed as part of your loan. A required lien update on the title to the property prior to any such advance. Lender is under no obligation to advance funds until a representative of the Bank has inspected the construction project and confirms that sufficient satisfactory work has been completed to support the advance request. Furthermore, Lender must be satisfied that, after the advance, there are sufficient undisbursed funds to complete the project.

10. Credit Qualifications: This Term Sheet is issued in reliance upon the accuracy and completeness of all information furnished by or for Borrower and Guarantors and is subject to the continued accuracy and completeness of all such information. Any extension of credit and disbursement by Bank pursuant to this Term Sheet is subject to satisfactory review by Bank of additional information necessary to render a final and formal credit decision.

11. Financial Information: While the Loan is outstanding, Borrower will provide Bank with annual internal financial statements and copies of the audit reports. Borrower shall supply Bank with such other financial information as Bank may reasonably request from time to time. All financial information will be prepared in accordance with GAAP and must be certified true and correct by Borrower.

12. Environmental: Prior to Loan closing, Bank, in its sole discretion, shall select and engage an environmental review firm from its approved provider registry to prepare, at Borrower's expense, a Phase I Environmental Report on the Collateral. The Phase I shall conform to all applicable laws, rules and regulations and shall be satisfactory to Bank in all respects.

13. Appraisal: Prior to Loan closing, Bank, in its sole discretion, shall select and engage an appraiser from its approved appraiser registry to prepare, at Borrower's expense, two (2) copies of an appraisal on the Collateral. The appraisal shall conform to all applicable appraisal laws, rules and regulations and shall be satisfactory to Bank in all respects. Upon review and approval, the appraisal must reflect a Collateral value of not less than $6,175,000.00 or maximum Loan to Value of 65%.

14. Expenses: All expenses associated with the Loan are to be paid by Borrower. These expenses shall include, but are not limited to, the attorneys' fees, title insurance, appraisal fee, surveyor's fee, environmental engineer's fee, and all necessary recording fees.

15. Financial Covenants: Borrower shall be required to adhere to certain financial covenants while the loan is outstanding. These covenants will be defined upon review of additional information necessary to render a credit decision by Bank and further outlined upon issuance of any future commitment to lend by Bank.

16. Banking Relationship: Borrower agrees to maintain its primary depository operating account(s) with Bank and have the loan payments automatically transferred.

I look forward to your comments upon review of this Term Sheet. Should you have any questions, please give me a call.

Respectfully,

Frank J. Reinhard,
Vice President Corporate Banking

This Term sheet is open for review and consideration until July 3, 2020 at which time it shall expire if not signed and returned to bank.

The foregoing terms and conditions are hereby accepted and agreed to this ___day of ____ 2020.

By: _____

June 2020

Public Health/General Operating Funds

5/31/20 - Cash Balance **3,800,689**

Revenues

	Fund Number	2020 Budgeted Revenue	2020 June Revenue	2019 June Revenue	2020 Year-To-Date Revenue	2019 Year-To-Date Revenue	% Received Year-To-Date	% Expected Year-To-Date
Administration	70225111	4,256,616	18,509	62,095	2,332,189	2,245,753	54.79%	50.00%
Vital Statistics	70225112	130,000	17,241	11,562	84,594	78,465	65.07%	50.00%
Facility & Expansion	70225113	-	-	-	-	-		
Data & Communication	70225114	-	-	-	-	428		
Building	70225115	365,249	4,284	11,050	176,463	195,249	48.31%	50.00%
Sunbury Satellite	70225116	-	-	-	-	-		
OEPA Litter	70225221	-	-	-	1,585	2,328		
CH Administration	70225222	5,100	-	59	6,565	33,216	128.73%	90.00%
Sourcepoint	70225223		-	2,994		12,372		
Communication	70225225	-	-	-	-	-		
PH Emergency Planning	70225228	157,022	-	-	44,498	32,116	28.34%	50.00%
Creating Healthy Communities	70225229	-	-	-	35,516	62,461		
Tobacco Prevention & Cessation	70225230	-	-	-	25,100	-		
EH Administration	70225441	-	125	-	670	375		
ER Response & Waste Management	70225442	-	-	-	10,963	-		
Sewage	70225443	283,500	19,634	17,400	127,012	133,074	44.80%	50.00%
Vector	70225444	-	-	19,680	-	19,680		
Residential Services	70225445	-	-	-	-	-		
Plumbing	70225446	917,800	108,834	78,930	488,957	438,659	53.27%	50.00%
Food Protection & Public Safety	70225447	4,600	-	-	613	1,400	13.33%	50.00%
PH Administration	70225551	-	7,000	-	3,020	1,670		
Public Health Disease Prevention	70225554	47,200	-	10,094	7,149	16,642	15.15%	50.00%
Community Health & Clinic Services	70225555	325,000	3,863	17,585	155,059	123,395	47.71%	50.00%
BCMH	70225556	-	350	1,280	13,120	15,470		
Get Vaccinated	70225558	-	-	-	20,157	28,797		
PH Naloxone	70225559	-	-	-	4,600	-		
	Total	**6,492,087**	**179,840**	**232,729**	**3,537,830**	**3,441,550**		

Other Financing Sources (Advances/Transfers)

Administration	70225111	-	-		113,688	-

Expenditures

	Fund Number	2020 Budgeted Expenditures	2020 June Expenditures	2019 June Expenditures	2020 Year-To-Date Expenditures	2019 Year-To-Date Expenditure	% Expended Year-To-Date	% Expected Year-To-Date
Administration	70225111	1,771,732	133,514	189,564	903,878	1,009,889	51.02%	50.00%
Vital Statistics	70225112	194,647	8,014	16,874	98,095	91,369	50.40%	50.00%
Facility & Expansion	70225113	222,162	6,054	29,748	43,997	115,654	19.80%	50.00%
Data & Communication	70225114	580,775	45,546	38,640	296,352	252,238	51.03%	50.00%
Building	70225115	357,546	30,369	37,045	169,549	259,471	47.42%	50.00%
Sunbury Satellite	70225116	118,710	8,005	41,177	52,436	170,012	44.17%	50.00%
OEPA Litter	70225221	7,094	885	-	885	-	12.48%	50.00%
CH Administration	70225222	855,239	49,190	55,545	338,952	394,276	39.63%	50.00%
Sourcepoint	70225223	-	-	247	-	1,620		
Communication	70225225	228,209	7,024	14,415	107,364	119,710	47.05%	50.00%
PH Emergency Planning	70225228	176,302	10,421	9,344	72,303	60,506	41.01%	50.00%
Creating Healthy Communities	70225229	6,241	-	1,182	2,468	25,952	39.54%	50.00%
Tobacco Prevention & Cessation	70225230	148,329	8,204	-	62,607	-	42.21%	50.00%
EH Administration	70225441	243,066	8,987	11,327	90,702	68,767	37.32%	50.00%
ER Response & Waste Management	70225442	202,422	11,778	1,683	28,005	11,094	13.83%	50.00%
Sewage	70225443	297,176	13,961	14,814	106,984	109,822	36.00%	50.00%
Vector	70225444	70,688	8,924	4,869	43,233	37,977	61.16%	50.00%
Residential Services	70225445	156,836	7,028	9,948	48,805	79,940	31.12%	50.00%
Plumbing	70225446	631,473	36,350	31,000	255,813	212,111	40.51%	50.00%
Food Protection & Public Safety	70225447	172,113	15,593	15,786	101,741	81,619	59.11%	50.00%
PH Administration	70225551	183,069	5,325	9,122	50,930	60,139	27.82%	50.00%
Public Health Disease Prevention	70225554	272,192	9,059	19,544	102,422	96,065	37.63%	50.00%
Community Health & Clinic Services	70225555	796,261	29,227	31,954	259,446	219,141	32.58%	50.00%
BCMH	70225556	61,669	4,136	9,643	28,127	60,143	45.61%	50.00%
Get Vaccinated	70225558	96,042	3,542	1,423	25,516	9,567	26.57%	50.00%
PH Naloxone	70225559	12,864	1,017	-	5,483	-	42.62%	50.00%
	Total	**7,862,857**	**462,153**	**594,894**	**3,296,093**	**3,547,082**		

Other Financing Uses (Advances/Transfers)

Administration	70225111	596,168	63,168	-	596,168	6,182,295
Administration	70225111				373,013	
		596,168.00	63,168.00	0.00	969,181.00	6,182,295.00

5/31/2020 -Public Health/General Operating Funds Cash Balance **3,455,208**

June 2020

Special Revenue & Capital Project Funds

5/31/20 - Special Revenue Cash Balance **6,647,050**

Revenues

	Fund Number	2020 Budgeted Revenue	2020 June Revenue	2019 June Revenue	2020 Year-To-Date Revenue	2019 Year-To-Date Revenue	% Received Year-To-Date	% Expected Year-To-Date
Campground Program	70351503	8,400	2,529	125	7,287	7,437	86.75%	50.00%
Food Service	70451504	419,865	3,177	3,628	387,521	394,034	92.30%	50.00%
Coronavirus Response	70551505	202,633	46,011	-	69,017	-	34.06%	25.00%
Water System	70651506	13,500	1,544	542	5,024	8,502	37.21%	50.00%
Solid Waste	70751507	60,250	14,026	-	44,885	30,705	74.50%	50.00%
Swimming Pool	70851508	59,500	5,583	-	51,683	59,935	86.86%	50.00%
Women Infants & Children	70951509	577,661	-	-	260,319	273,004	45.06%	50.00%
Maternal & Child Health	71051510	-	-	-	-	-		
Creating Health Communities	71151511	105,000	-	-	-	-	0.00%	0.00%
Injury Prevention	71252512	-	-	-	-	20,747		
Safe Rt23 Corridor	71351515	49,953	-	2,587	16,058	19,963	32.15%	50.00%
DGHD New Office	71451401		-	-	-	-		
Immunization Action Plan	71551527	44,000	-	-	-	-	0.00%	0.00%
Public Health Emergency Planning	71751519	-	-	-	-	-		
Contact Tracing/CO20	71851528	170,380	-					
Litter Grant	22111502	76,500	19,461	-	62,274	43,867	81.40%	50.00%
	Total	**1,787,642**	**92,331**	**6,882**	**904,068**	**858,194**		

Other Financing Sources (Advances/Transfers)

DGHD New Office	71451401	606,168	-	-	596,168	6,182,295		
Coronavirus Response	70551505	-	63,168		202,633			
Contract Tracing/CO20	71851528	-	-	-	170,380	-		
		606,168	**63,168**	**-**	**969,181**	**6,182,295**		

Expenditures

	Fund Number	2020 Budgeted Expenditures	2020 June Expenditures	2019 June Expenditures	2020 Year-To-Date Expenditures	2019 Year-To-Date Expenditures	% Expended Year-To-Date	% Expected Year-To-Date
Campground Program	70351503	9,564	601	798	2,245	4,987	23.47%	50.00%
Food Service	70451504	447,364	21,740	24,461	184,080	184,873	41.15%	50.00%
Coronavirus Response	70551505	202,633	41,063	-	102,656	-	50.66%	50.00%
Water System	70651506	18,653	692	884	5,934	6,132	31.81%	50.00%
Solid Waste	70751507	66,260	4,176	4,055	29,864	29,007	45.07%	50.00%
Swimming Pool	70851508	67,754	2,397	5,519	12,516	37,365	18.47%	50.00%
Women Infants & Children	70951509	601,297	35,266	38,745	250,849	267,894	41.72%	50.00%
Maternal & Child Health	71051510	-	-	-	-	-		
Creating Health Communities	71151511	8,580	-	5,191	8,579	40,983	99.99%	99.99%
Injury Prevention	71251512		-		-	1,365		
Safe Rt23 Corridor	71351515	45,881	820	2,473	11,159	19,472	24.32%	50.00%
DGHD New Office	71451401	5,786,597	5,500	1,161	214,323	877,017	3.70%	25.00%
Immunization Action Plan	71551527	-	-	-	-	-		
Public Health Emergency Planning	71751519	-	-	-	-	-		
Contact Tracing/CO20	71851528		11,683	-	11,683			
Litter Grant	22111502	84,420	4,903	5,054	40,263	34,617	47.69%	50.00%
	Total	**7,339,003**	**128,841**	**88,341**	**874,151**	**1,503,712**		

Other Financing Uses (Advances/Transfers)

Maternal & Child Health	71051510	24,535	-	-	24,535	-		
DGHD New Office	71451401	-	-	-	-	-		
Immunization Action Plan	71551527	46,030	-	-	46,030	-		
Public Health Emergency Planning	71751519	43,123	-	-	43,123	-		
		113,688	**-**	**-**	**113,688**	**-**		

Total 2020 Year-To-Date Revenues	4,441,898	4,299,744	Total 2019 Year-To-Date Revenues
Total 2020 Year-To-Date Expenditures	4,170,244	5,050,794	Total 2019 Year-To-Date Expenditures

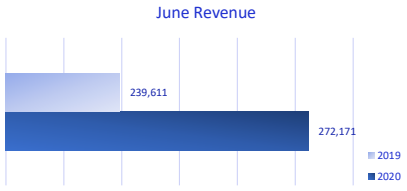
One time expenditures DGHD had last year but not this year

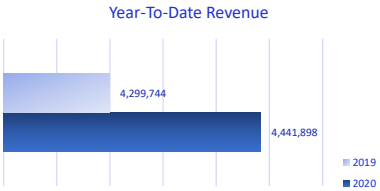
Land Purchase-New DGHD Building - $875,856

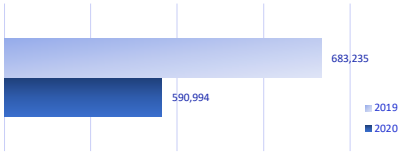
5/31/2020 - Special Revenue & Capital Project Funds Cash Balance **6,673,708**

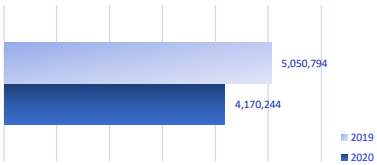
Total Cash Balance **10,128,916**

Total Budgeted Expenditures for all Funds 15,201,860

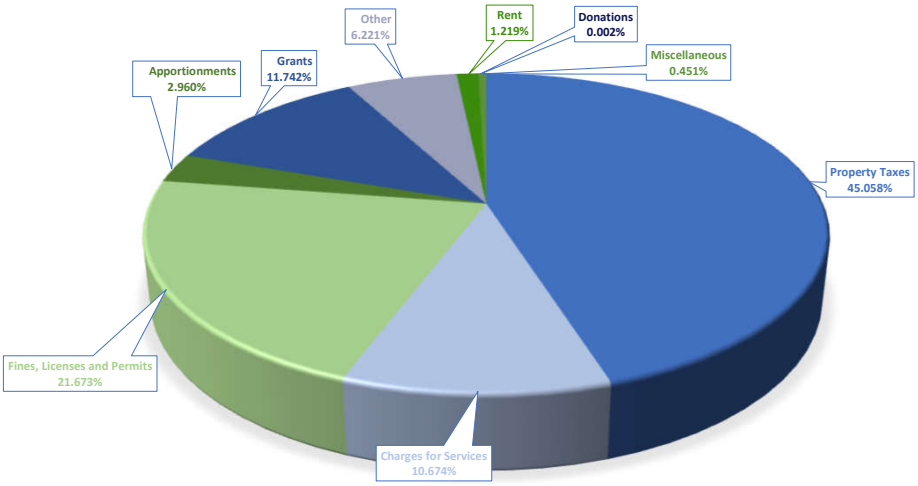




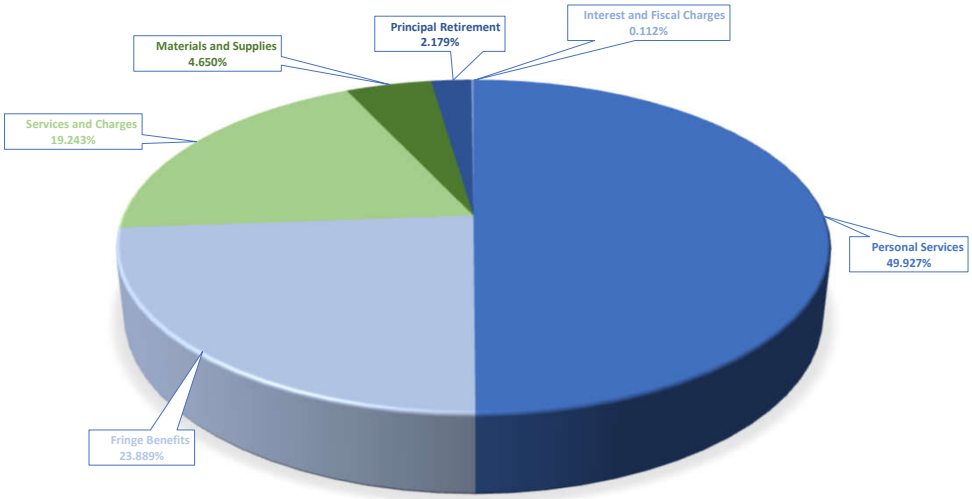




REVENUE THROUGH -JUNE



EXPENDITURES THROUGH -JUNE

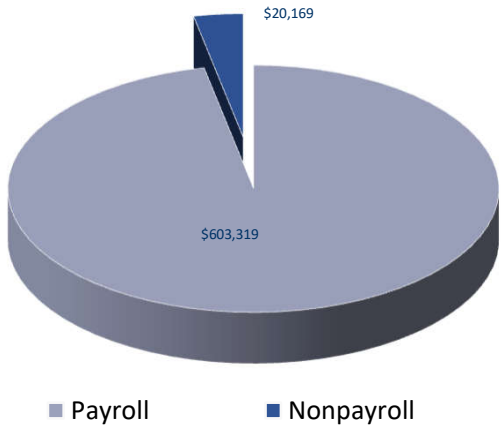


CASH REPORT

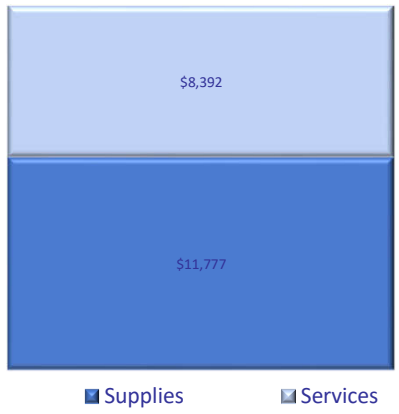
01/01/2020 - 06/30/2020

FUND	TITL	PREVIOUS BALANCE	RECEIPTS	DISBURSEMENTS	ADVANCES IN (ADVANCES OUT)	ENDING BALANCE	ENCUMBERED	BUDGET STABILIZATION	UNENCUMBERED BALANCE
221	LITTER GRANT	8,933.61	62,274.40	40,262.57	0.00	30,945.44	11,628.58	0.00	19,316.86
702	HEALTH DEPARTMENT	4,068,963.54	3,651,517.98	3,892,260.68	(373,013.00)	3,455,207.84	1,517,962.32	0.00	1,937,245.52
703	CAMPGROUND PROGRAM	6,690.26	7,287.00	2,244.94	0.00	11,732.32	1,060.00	0.00	10,672.32
704	FOOD SERVICE	161,189.42	387,521.25	184,080.18	0.00	364,630.49	45,950.63	0.00	318,679.86
705	CORONAVIRUS RESPONSE	0.00	69,016.98	102,656.05	202,633.00	168,993.93	13,755.48	0.00	155,238.45
706	WATER SYSTEM	18,079.44	5,023.90	5,933.50	0.00	17,169.84	5,928.88	0.00	11,240.96
707	SOLID WASTE	45,165.16	44,884.93	29,864.07	0.00	60,186.02	5,797.90	0.00	54,388.12
708	SWIMMING POOL	35,103.03	51,682.50	12,515.97	0.00	74,269.56	7,025.00	0.00	67,244.56
709	WOMEN INFANTS CHILDREN	103,407.21	260,318.69	250,849.08	0.00	112,876.82	64,087.30	0.00	48,789.52
710	CHILD & FAMILY HLTH SERVICES	24,534.89	0.00	24,534.89	0.00	0.00	0.00	0.00	0.00
711	CREATING HEALTY COMMUNITIES	43,987.22	0.00	8,579.61	0.00	35,407.61	0.00	0.00	35,407.61
712	INJURY PREVENTION	27,691.98	0.00	0.00	0.00	27,691.98	0.00	0.00	27,691.98
713	SAF RT23 CORRIDOR	33,935.05	16,057.82	11,158.98	0.00	38,833.89	5,840.45	0.00	32,993.44
714	DGHD NEW OFFICE	5,190,429.17	596,168.00	214,322.88	0.00	5,572,274.29	99,071.76	0.00	5,473,202.53
715	IMMUNIZATION ACTION PLAN	46,030.00	0.00	46,030.00	0.00	0.00	0.00	0.00	0.00
717	BIO TERRORISM	43,122.78	0.00	43,122.78	0.00	0.00	0.00	0.00	0.00
718	CONTACT TRACING/CO20	0.00	0.00	11,683.25	170,380.00	158,696.75	0.00	0.00	158,696.75
	TOTALS:	**9,857,262.76**	**5,151,753.45**	**4,880,099.43**	**0.00**	**10,128,916.78**	**1,778,108.30**	**0.00**	**8,350,808.48**

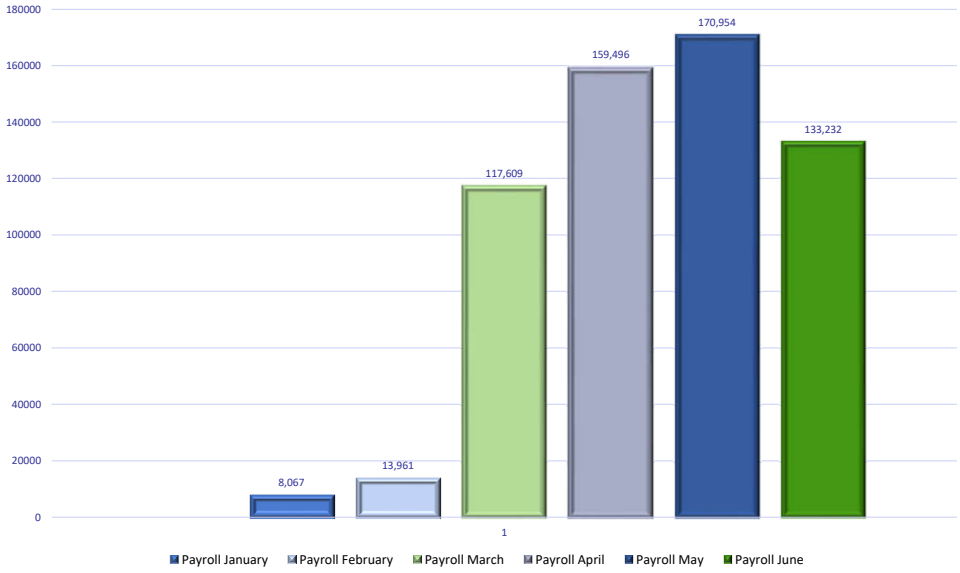
COVID EXPENDITURES



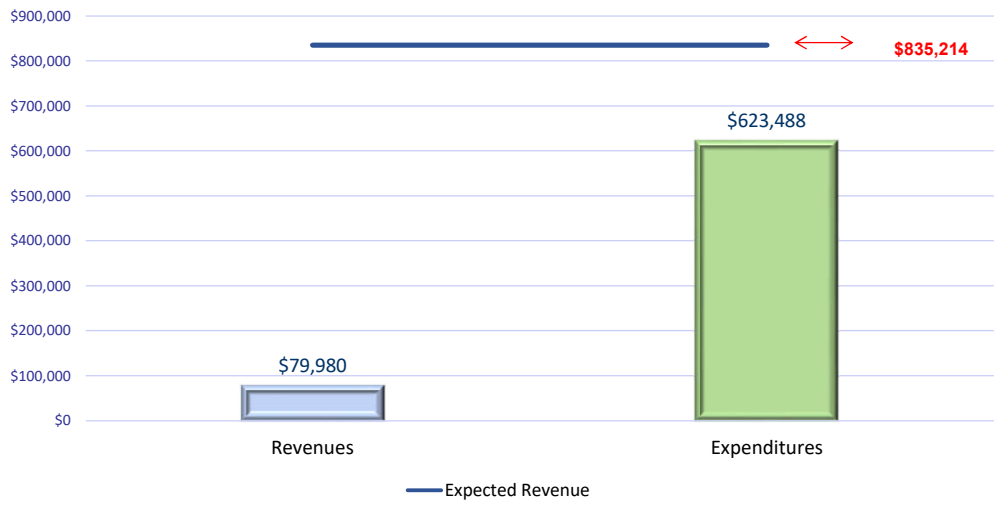
Nonpayroll COVID Expenditures



Payroll COVID Expenditures



COVID Revenue vs Expenditures



Grant Revenue Received YTD	
State	10,963
Federal	69,017
	79,980

Grant Awards YTD		Grant Periods
State	10,963	N/A
Coronavirus Response	197,633	3/16/20-3/15/21
Contact Tracing - 20	165,380	5/1/20-12/31/20
Contact Tracing - 20	356,547	5/1/20-12/31/20
Contact Tracing - 21	104,691	6/19/20-6/30/21
Total	**835,214**	

Delaware General Health District

1 West Winter Street, 2nd fl
Delaware, Ohio 43015
(740) 203-2010

INVOICE

Customer

Name: Shade & Shade
Address: 41 N. Sandusky St.
City: Delaware State Ohio ZIP 43015
Phone:

Date: 12/31/2019
Rep:
FOB:

Qty	Description	Unit Price	TOTAL
1	City of Delaware Water and Sewage (16.19% of $1490.76)	$241.35	$241.35
1	AEP (16.19% of $25397.59)	$4,111.87	$4,111.87
1	Columbia Gas (16.19% of $3763.25)	$609.27	$609.27
1	Real Estate Taxes Parcel 519-432-25-001-000 First half of 2018 and Second half of 2018 (32.68% of $18094.58)	$5,913.31	$5,913.31
1	Taxes for the entire year 2019 (32.68% of $17695.64)	$5,782.31	$5,782.31
1	Insurance (10.23% of $18161.00)	$1,857.87	$1,857.87

	SubTotal	$18,515.98
Shipping & Handling		
Taxes	State	
	TOTAL	$18,515.98

Payment Details

Office Use Only

Please make checks payable to : Delaware General Health District

Thank You!