

VERDANT HEALTH COMMISSION
PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
Regular Meeting
AGENDA
September 25th, 2024
8:00 a.m. to 10:00 a.m.

The public can participate in person at the Verdant Community Wellness Center or join via Zoom by visiting <https://us02web.zoom.us/j/89568322656> Meeting ID: 895 6832 2656 or the call-in number is 253-215-8782.26th

	<u>ACTION</u>	<u>TIME</u>	<u>PAGE</u>
A. Call to Order	---	8:00 am	---
B. Land & Enslaved People's Acknowledgement	---	8:00 am	3
C. Consent Agenda:	Action	8:01 am	4-16
1. Approval of Minutes:			
a. August 21, 2024 Special Board Meeting			
b. August 28, 2024 Regular Board Meeting			
c. September 8, 2024 Board Retreat			
D. Public Comments (limit 3 minutes per speaker)	Information	8:03 am	---
E. Executive Committee Report	---	8:15 am	17
1. Review of Special Board Meeting Calendar			
F. Superintendent Report	Information	8:20 am	---
1. Mental Health & Recovery Month			
G. Program Committee Report		8:25 am	
1. Update on Review Process	Information		18
H. Finance Committee Report			
1. August 2024 Financial Report	Information	8:35 am	19-27
2. Authorization of Warrants and Electronic Disbursements	Action	8:45 am	28
3. Budget Development	Action	8:50 am	---
4. Superintendent's Discretionary Fund Policy for 2025	Action	9:10 am	29-31
5. Executive Session: To review the performance of a public employee.	---	9:20 am	---
6. Open Session		9:50 am	---

7. Public Comments		9:50 am	---
8. Commissioner Comments	Information	9:55 am	---
9. Adjournment	---	10:00 am	---



– Land & Enslaved People’s Acknowledgment –

We respectfully acknowledge that this meeting is being held on the traditional lands of Duwamish, Skokomish, Snohomish, Snoqualmie, and Suquamish and other Coast Salish Tribes.

PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON
VERDANT HEALTH COMMISSION

BOARD OF COMMISSIONERS

Special Meeting

Hybrid: In-Person at Verdant Community Wellness Center and via Zoom

August 21, 2024

5:00 p.m.-7:00 p.m.

**Commissioners
Present**

Carolyn Brennan, Secretary
 Deana Knutsen, Commissioner
 Jim Distelhorst, MD, Commissioner
 Bob Knowles, Commissioner
 Karianna Wilson, President

Staff

Dr. Lisa Edwards, Superintendent
 Riene Simpson, Director of Finance
 Kyla Morgan, Executive Assistant and Office Manager

Guests

Margot Helphand, Board Facilitator

Call to Order

The special meeting of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, was called to order at 5:05 p.m. by President Wilson.

**Land and
Enslaved People's
Acknowledgement**

President Wilson read the land acknowledgement aloud.

**Property
Investments
Review**

Ms. Simpson presented an overview of all the properties to the Commissioners, explaining that the property values were assigned by the Snohomish County assessor and listed them in order of market value. She walked through the financial summaries of the properties, the total district properties are valued at \$140,016,000.00 by the Snohomish County Assessor (E:55:24).

**Overview of
Properties and
Investments**

Ms. Simpson discussed the capital investments made in various properties owned by the District. She also provided a detailed summary of each property, including the acquisition cost, size, rental history, and current operating costs.

**1. Verdant
Community
Wellness
Center
(VCWC)**

1. Verdant Community Wellness Center (VCWC)
 Purchased for \$1.8 million in 2013, the total district cost after remodel and upgrades is \$4,504,385.00. The current assessed value is \$3,212,000.00. The recommended annual investment amount is \$48,180.00.

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2. Value Village

2. Value Village

Purchased for \$1.4 million in 1995, since it was fully managed by the tenant, there are no further district costs. The current assessed value is \$3,246,800.00. The recommended annual investment amount is \$48,702.

3. Pavilion Ground

3. Pavilion Ground

Purchased in 1975 for \$275,000, the current assessed value is \$4,124,600.00. There have not been any investments since it is fully managed by the tenant.

4. Kruger/Langer Building

4. Kruger/Langer Building

Bought for \$14,909,174.00 in 2015, the total investment costs after the remodel is complete is estimated to be \$22 million. The current assessed value is \$15,353,400.00, but it will be reappraised commercially in early 2025 after the remodel is complete. The initial plan was to have the sale of the Value Village property to equate to the cost of the remodel on the Kruger clinic. Commissioner Knowles requested the total life net revenue for the clinic rent rolls, Ms. Simpson answered she would work on collecting that information.

5. Hospital Campus

5. Hospital Campus

Ms. Simpson presented a detailed financial overview of the hospital campus leased to Swedish, including the cost basis, depreciated value, revenue, and investment breakdown between structural/facility costs and equipment/software costs. Dr. Edwards raised questions about the lease requirements, specifically the \$150 million investment minimum and inclusion of certain items like Epic medical records. Ms. Simpson confirmed Swedish met the initial \$90 million requirement by 2020 and clarified that equipment like Epic was allowable per the lease terms. To date, Swedish has reported \$163 million in investments, but the District would like an evaluation of what that equates to for depreciated value as well as what are hard building investments versus software and network costs. From 2010-2022, \$84 million of the \$163 million were facility/structural/mechanical costs. Ms. Simpson noted the total revenue from the hospital life to date \$115,972,563.00.

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Dr. Edwards and Ms. Simpson discussed the discrepancy between the assessed market value and the estimated market value of the properties. Dr. Edwards clarified that the district receives one free appraisal a year through their insurance. The District will start appraising each property, beginning with the Kruger/Langer Building after the remodel is imported. Commissioners also discussed the revenue and operating costs for each property, with a focus on the Kruger/Langer building, which generates the majority of the District's revenue.

**Reflection on
Overview of the
Properties**

Ms. Helphand facilitated a discussion on the purpose and role of the District's properties in relation to their overall mission. Commissioner Knutsen explained that properties were acquired with the intention of expanding hospital services and providing specific services for the community. Dr. Edwards added that their strategy also included preserving the front door to the hospital and preventing competitors from entering. The District agreed on the importance of understanding and leveraging their property history for future strategic decisions. Commissioner Brennan shared she is glad commissioners are creating an understanding of how the properties relate to each other as they continue to steward the assets. Ms. Simpson shared the gross revenue to date for the Kruger Clinic is \$14,270,000.00 and the life to date revenue for the Value Village property is \$3,035,000.00.

**What is the
purpose and role
of our properties?**

Commissioners discussed the role and perception of Verdant's properties, with a focus on the Wellness Center and its potential alternative uses. Dr. Edwards shared that long term the Wellness Center will be a good investment since it is now a few blocks from the Lynnwood light rail station that will bring a lot of interest to the area for commercial properties. Commissioners agreed to continue exploring these issues, with more information to be presented at future board meetings. Commissioners also deliberated on the properties' relation to the hospital's mission and values, emphasizing the importance of financial sustainability and the need for the properties to follow the District's mission. Commissioner Knowles does not see Verdant purchasing any further properties. He reflected on the original purchase of the Kruger Clinic, the intent was to preserve the front door of the hospital and stop competitors from coming in. President Wilson would like to revisit this point at the next Strategic Collaboration meeting with the current Swedish leadership team. She also shared that the historical data and

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intention is important, but she does not know that it is the direction Verdant should move in the future. Public awareness is becoming known for the Wellness Center and cooking demonstrations rather than the investments made in the community. Commissioners agreed that it could be on the table to sell the Wellness Center when the property value appreciates in the next three to five years since the staff could work out of other properties. Ms. Simpson posed the question, are the priorities for programmatic delivery or income generation? Commissioners discussed the alignment of each property with the mission of the District. Commissioner Knutsen stated that properties should be a combination of income and hosting program work. Commissioners agreed that the mission should drive the properties, not the other way around.

How do we allocate funds to maintain our properties?

Ms. Helphand guided a discussion about property maintenance and funding allocation. Dr. Edwards and Ms. Simpson proposed a shift from a reactive to a proactive approach to facility planning and management, including the creation of a capital plan for properties and a cost-benefit analysis for a part-time property manager. They also discussed the need for a more strategic approach to property ownership, considering the potential of selling or repurposing properties. Commissioner Knowles proposed that they plan for the standard of 2% to be reinvested towards property maintenance. In the future they will be narrowing in on the impact they want the District to have. Commissioners agreed to set aside a set number for each property during the budget meeting on October 16, 2024. President Wilson shared that an informed long term investment plan for each building may push her towards believing that it is not worth paying to maintain the buildings and pay for management when she would rather have that money invested in the community.

What are the next steps for the Value Village property?

Dr. Edwards provided an update on the Value Village property and proposed a demo for the property once the building materials were removed at the end of December. There are currently nine wells installed on the property. If the building was demolished down to the slab, that would be okay if the wells are protected, and they do not dig into the ground. All Commissioners agree to demolish the building as soon as the clinic remodel is completed. A motion to approve the demolition will be presented at the board meeting on 8/28/24.

Commissioner Comments

Due to the drawdowns for the Kruger Clinic remodel, Verdant needs to transfer cash from the reserve. Dr. Edwards asked

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Commissioners to consider if they would prefer a monthly smaller reserve transfer or one large one in the amount of \$4.6million to get through the end of the year. Commissioners agree they would like to take one lump sum amount rather than do monthly draws. There will be a motion to approve the transfer at the board meeting on 8/28/24.

Commissioner Knutsen thanked everyone for their work on this meeting. She also shared that she is concerned that the District is losing a lot of historical data and would like to figure out a way to preserve the big milestones of the Hospital District.

Adjournment

The meeting was adjourned at 6:57 p.m. by President Wilson.

ATTEST BY:

President

Secretary

PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON
VERDANT HEALTH COMMISSION

BOARD OF COMMISSIONERS

Regular Meeting

Hybrid: In-Person at Verdant Community Wellness Center and via Zoom

August 28, 2024

8:00 a.m.-10:00 a.m.

**Commissioners
Present**

Carolyn Brennan, Secretary
 Deana Knutsen, Commissioner
 Jim Distelhorst, MD, Commissioner
 Bob Knowles, Commissioner
 Karianna Wilson, President

Staff

Dr. Lisa Edwards, Superintendent
 Riene Simpson, Director of Finance
 Ceil Erickson, Director of Community Impact
 Nancy Budd, Community Social Worker
 Kyla Morgan, Executive Assistant and Office Manager
 Chase Toscano, Contracts Manager
 David Lee, Interim Digital Marketing & Communications
 Manager

Guests

Kara Turner, HR Consultant

Call to Order

The regular meeting of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, was called to order at 8:02 a.m. by President Wilson.

**Land and
Enslaved People's
Acknowledgement**

President Wilson read the land acknowledgement aloud.

Consent Agenda

Commissioner Distelhorst made a motion to approve all items included on the consent agenda, President Wilson seconded. Motion passed.

Consent Agenda (E:56:24)

1. Approval of Minutes:
 - a. July 24, 2024 Board Meeting
2. Updated Board Meeting Calendar

Public Comment

None.

**Executive
Committee Report**

President Wilson shared that Executive Committee met to approve today's agenda as well as discuss demolishing the Value Village building. Commissioner Brennan shared that the Board agrees the building is a safety issue. Dr. Edwards clarified

1. Request for motion to

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demolish the
Value Village
building

if the motion passes, the District will discuss a collaboration with South County Fire since they have expressed interest in using the demolition as a training opportunity for their fire fighters.

Commissioner Knutsen made a motion to approve the demolition of the Value Village building, Commissioner Distelhorst seconded. Motion passed.

Finance Report

1. Review Financial Statements & Cash Activity

1. Ms. Simpson presented the financial reports for July 2024 (E:57:24), noting any transactions out of the ordinary, compared to prior month periods. Noting that the operating cash balance is decreasing due to construction invoicing. A reserve transfer is required to maintain the operating cash level at \$2,900,000.00 and will be presented later in the agenda.

2. Authorization of Payments of Vouchers and Payroll

2. Authorization for payment of vouchers and payroll: Warrants Reference A, No. 16570 through 16595, and Warrants Reference B, No. J2616 through J2650 for July in the amount of \$216,385.46 were presented for approval as well as electronic disbursements in the amount of \$1,385,788.09 for total disbursements of \$1,602,173.55 (E:58:24).

Motion was made by Commissioner Knutsen, seconded by Commissioner Distelhorst, and passed unanimously to approve the warrants & electronic disbursements.

3. Proposal to increase verdant holidays from 8 to 11

Ms. Kara Turner, the District's HR Consultant, presented a chart that compared Verdant's holiday policy to other peer organizations (E:59:24). She explained that 11 holidays and a floating holiday is standard for a benefits package. Organizations that offer less than 11 paid holidays, have a very generous paid time off policy. The District discussed the potential of comparing their full benefits package with other organizations, but no final decision was made on this matter. Commissioner Brennan provided background that she requested for the Finance Committee look into the holiday policy since she noticed it was not aligned with the holidays she has at the University of Washington. The Finance Committee recommended approving 11 holidays and retaining the floating holiday. Commissioner Knutsen made a motion to recognize three additional holidays, Washington's Birthday,

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Juneteenth, and Veterans Day, bringing the total to 11, in line with other peer organizations.

Motion was made by Commissioner Knutsen, seconded by Commissioner Distelhorst, and passed unanimously to approve the increase of Verdant holidays from 8 to 11.

4. Reserve transfer request

Ms. Simpson presented support for a proposed reserve transfer. Total requirement through the end of the year is \$4,500,000.00 to cover construction and related costs for the Kruger/Langer Clinic and Wellness Center office remodel. The analysis supports the total cash needed from the reserve in order to sustain the 90 day operating cash flow balance through December 31, 2024. (E:60:24).

Motion was made by Commissioner Knutsen, seconded by Commissioner Distelhorst, and passed unanimously to approve the reserve transfer request.

5. Resolution 2024:02 Declaring Fixed Asset Surplus

Ms. Simpson presented Swedish's request to dispose of fixed asset surplus. They are disposing of the old call system from the nurses.

Motion was made by Commissioner Knutsen, seconded by Commissioner Distelhorst, and passed unanimously to approve the resolution 2024:02 Declaring Fixed Asset Surplus.

Executive Session

President Wilson closed the meeting for executive session to begin at 8:35 am and will continue through 8:55 am. This executive session is to review the performance of a public employee.

Started at 8:30am. It ended at 8:55am

Open Session

President Wilson reopened the public meeting at 8:55 am.

Superintendent Report

Dr. Edwards reviewed staff reports for the month of July. Ms. Budd, Verdant Community Social Worker, was able to house 3 individuals over the month, which is a great success with the current difficulty locating housing in Snohomish County

(E:61:24). Verdant is seeing increased facility use and community programming at the Community Wellness Center.

1. Marketing Presentation

Mr. Lee, Marketing Manager, presented a slideshow on Verdant's current marketing goals (E:62:24). Mr. Lee emphasized the need to increase brand awareness and streamline participation in Verdant sponsored programs, and highlighted the strengths of the organization, including its long-standing relationships with community organizations and its ability to run high-quality programs. He also identified areas for improvement and suggested the potential of collaborative marketing with partners to increase Verdant's reach and impact.

Mr. Lee also presented the preliminary community survey results, Verdant gathered 113 responses from July through August. The goal is to collect 200 responses by October. Commissioner Knutsen highlighted a point of confusion with the community –what is Verdant's connection to the hospital and why they do not run it.

Program Committee Report

1. 2025 Funding Cycle Update

Ms. Erickson provided an update on the 2025 funding cycle. Verdant received 60 applications equaling \$10,012,020.00 in requested funding (E:63:24). Commissioner Knutsen asked if staff and Commissioners will be able to meet prior to discuss the changing climate for organizations in the area to further inform their funding decisions. Dr. Edwards answered that it is currently planned for upcoming committee meetings. There are several organizations that have had major staff changes, discontinued lines of service, as well as location changes which have impacted the number of applications Verdant anticipated. Commissioner Knutsen requested a post cycle survey for Commissioners to provide feedback on the funding process since it is the first annual cycle for Verdant.

2. Superintendent Discretionary: Lynnwood Police Department \$24,741.59

Dr. Edwards notified Commissioners that the Lynnwood Police Department was funded through the Superintendent Discretionary Fund. There are still funds remaining in the fund and staff will be presenting more concept papers. (E:64:24)

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August 28, 2024

Public Comments	None.
Commissioner Comments	Commissioner Knutsen and Distelhorst thanked staff for the information presented.
Adjournment	The meeting was adjourned at 9:47 a.m. by President Wilson.

ATTEST BY:

President

Secretary

PUBLIC HOSPITAL DISTRICT NO. 2 OF SNOHOMISH COUNTY, WASHINGTON
VERDANT HEALTH COMMISSION

BOARD OF COMMISSIONERS

Special Meeting

Hybrid: In-Person at The Lodge at St. Edwards Park and via Zoom

September 8, 2024

4:00 p.m.-8:00 p.m.

**Commissioners
Present**

Carolyn Brennan, Secretary
 Deana Knutsen, Commissioner – Excused Absence
 Jim Distelhorst, MD, Commissioner
 Bob Knowles, Commissioner
 Karianna Wilson, President

Staff

Dr. Lisa Edwards, Superintendent

Guests

Margot Helphand, Facilitator

Call to Order

The special meeting of the Board of Commissioners of Public Hospital District No. 2, Snohomish County, was called to order at 4:05 p.m. by President Wilson.

**Confirm Retreat
Goals**

- The Fall retreat is taking place at a critical time for Verdant and in an ever-changing healthcare environment. This retreat is an opportunity to create a shared long-term vision of the impact Verdant wants to have in the community and how it will operate to stay focused on this vision.
- Confirm role and function of committees.
- Clarify Superintendent’s discretionary fund policy for 2025.
- Clarify policy regarding funding outside of annual cycle.

Our Vision of Our Future Impact

**Create Consensus
Description of
Verdant’s Role in
the Next 14 years**

Planning for the future: The commissioners drafted a 2025-2028 strategic plan for maximizing community impact and improving health care outcomes residents of South Snohomish County.

Public Hospital District #2, doing business as Verdant Health Commission, is recognized as a leader of community health services. We are a unique public-private partnership that:

- Ensures acute care services for residents of South Snohomish County
- Invests in programs that enhance the overall health of our community through partnerships.

To achieve its mission the commission has continuously evaluated its approach to doing business and evolved its

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September 8, 2024

business model based on community needs and assets. The following the 2025-2028 Strategic Plan was designed to align Verdant resources and activities to effectively achieve our mission.

By 2028 we will have:

- Defined specific, focused multi-year goals within our priorities with measurable outcomes.
- Moved from direct services to contracts that empower community partners who are better equipped to deliver those services to residents of South Snohomish County
- Invested in multi-year health projects with partners through an RFP process.
- Documented and measured the positive results of our investments and reported that to the community on a regular basis through media channels. We will have consistent impact stories that describe our work in the community.
- Diversified sources of funding to support the ongoing need of our medical facilities.

Committee Structure

Commissioners agree the current committee structure is working well. The committee meetings are important to maintain the meeting schedule.

Communication Requests for Information

Requests for information go to the Superintendent. Staff will ask clarifying questions to better understand the level of priority for the request. When the board is sent read ahead materials, they need high-level insights for comprehensive materials.

Superintendent's Discretionary Fund

The Superintendent's Discretionary Fund will be capped at \$100,000 for 2025. Awards will not exceed \$25,000 per organization for the year. Funds will not be used to operationalize community partners. The policy will be updated to bring to Program Committee to make sure that we covered the changes that commissioners requested.

Funding Outside of Annual Cycle

Funding outside of the annual cycle will not be supported for 2025.

Adjournment

The meeting was adjourned at 8:05 p.m. by President Wilson.

ATTEST BY:

President

Commissioners Meeting
September 8, 2024

Secretary

SEPTEMBER 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

Board Retreat

Monthly Board

Free Printable Calendars from [Typecalendar.com](https://www.typecalendar.com)

OCTOBER 2024

SUN	MON	TUE	WED	THU	FRI	SAT
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

Funding Special

Budget Special

Monthly Board

Funding Special

[www.GrabCalendar.com](https://www.grabcalendar.com)

NOVEMBER 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Funding Special










Funding Special

Monthly Board

Free Printable Calendars from [Typecalendar.com](https://www.typecalendar.com)

Verdant Health Commission
2025 Funding Cycle: Timeline Final

Updated 8/13/2024

	2025 Funding Cycle	June 2024 to December 2024	
	Update Application Materials <ul style="list-style-type: none"> June 7th first draft of revisions to Funding Guidelines, Application, Scoring Rubric Share revisions at Committee Meetings 6/13, 6/17, 6.19 June 20th finalize revisions June 20th – June 28th update website, Fluxx July 1st - July 17th Fluxx testing and proofing 	June 2024	
	Application Opens	July 18, 2024	
	Verdant 2025 Funding Opportunity Information Session for Prospective Applicants (60 minute webinar)	Thursday 7/25/2024 3:00pm	
	Verdant 2025 Funding Opportunity Information Session for Prospective Applicants (60 minute webinar)	Wednesday 8/7/2024 9:00am	
	On-site or virtual technical assistance	Tuesday, 8/13/2024 10:00am – 2:00pm	
	On-site or virtual technical assistance	Wednesday, 8/21/2024 11:00am – 3:00pm	
	Application Closes at 5:00pm	August 23, 2024	
	Staff Review	8/26/2024	9/13/2024
	Commissioner Review – Mental Health Applications	9/16/2024	10/4/2024
	All Commissioner Review Meeting: Mental Health	Tuesday, 10/8/2024 5:00pm – 8:00pm	
	Commissioner Review – Healthcare Access Applications	10/10/2024	10/24/2024
	All Commissioner Review Meeting: Healthcare Access	Tuesday 10/29/2024 5:00pm – 8:00pm	
	Commissioner Review – Food Security Applications	10/22/2024	10/31/2024
	All Commissioner Review Meeting: Food Security	Wednesday 11/6/2024 5:00pm – 7:00pm	
	Special Board Meeting: Finalize Funding Decisions	Wednesday 11/13/2024 5:00pm – 7:00pm	
	Monthly Board Meeting	Wednesday, 11/20/2024 8:00am – 10:00am	
	Applicants Notified and Contracts Signed	11/21/2024	12/31/2024
	Contract Term	1/1/2025 – 12/31/2025	

Balance Sheet
As of July 31, 2024 and August 31, 2024

	7/31/2024	8/31/2024	Month Change	Comments:
ASSETS				
1 Current Assets-				
2 Cash Balance	2,988,327	2,120,799	(867,528)	90 day operating cash flow reset to \$2.9MM-Reserve transfer authorized at 8/28/24 Board Meeting
3 Accounts Receivable	3,058	1,330	(1,729)	
4 Other Current Assets-				
5 Clearing Account	7,411	7,411	-	Receivable for 2023 FUTA tax refund-120 days still unresolved.
6 Investments	62,904,854	63,601,944	697,090	Note: entire investment portfolio balance is reported in current section of balance sheet, maturities are 1 year to 5 years. Monthly transfer of \$178k into reserve. July positive unrealized gain on portfolio of \$427k. Int income of \$221k. Anticipated transfer to cash in August.
7 Prepaid Expenses & Others	117,247	224,885	107,638	Prepaid Prop & Casualty Insurance Other Prepays include broker commissions for PSG tenant lease renewal 7/1/24: Landlord \$32k, and Tenant \$44k --Commission on Swedish Clinics lease renewal 7/1/24 were paid 9/5/24 and will be reflected with September close. Both are amortized/expensed over the term of the leases (60 months).
8 M&O Tax Levy Receivable	175,869	388,867	212,998	
9 Short Term Lease Receivable	3,941,448	3,941,448	-	GASB 87 Balance forward from 12/31/2023
10 Subtotal Other Current Assets	67,146,828	68,164,553	1,017,725	
11 Total Current Assets	70,138,213	70,286,682	148,469	
12 Long Term Assets-			-	
13 Fixed Assets-Net of Depreciation	22,472,990	22,995,969	522,979	Includes construction in progress of \$3,024MM at 8/31/24-Kruger Refresh/Wellness Center Front Office
14 Tenant Improvements-Net of Amortization	54,650	58,051	3,401	Net Balance in unamortized tenant improvement allowances on lease renewals.
15 Lease Receivables-LT Lease and Interest Receivable	255,399,367	255,399,367	-	GASB 87-LT rent receivable Balance forward from 12/31/2023
16 TOTAL ASSETS	348,065,219	348,740,068	674,849	GASB 87: No interim monthly adjustments are being made to the financial statements for the impacts on lease and interest revenue. A single adjustment is recorded at year end December 31.
LIABILITIES & NET POSITION				
17 Current Liabilities-				
18 Accounts Payable & Unclaimed Property	46,874	33,838	(13,035)	
19 Credit Cards	11,686	7,861	(3,825)	
20 Tenant Prepaid Rents	1,068,485	1,133,980	65,495	September prepaid rents for Hospital, Swedish Clinics and other tenants paid by 8/31/24
21 Other Payables & Accruals	187,647	187,362	(285)	Business Taxes, Accrued Operating Expenses, Tenant Security Deposits
22 Construction Retainage	73,850	99,475	25,625	Retention on construction invoices at 5%
23 Accrued Salary & Benefits	52,500	60,040	7,540	
24 L&I Self-Insured Reserve	125,000	125,000	-	Contingency reserve for self funded L&I claims and pension adjustments. Set at \$125k.
25 Total Current Liabilities	1,566,042	1,647,556	81,514	
26 Long Term Liabilities-				
27 Deferred Inflow of Resources	246,567,594	246,567,594	-	GASB 87 balance forward at 12/31/23
28 Total Long Term Liabilities	246,567,594	246,567,594	-	
29 TOTAL LIABILITIES	248,133,636	248,215,150	81,514	
30 NET POSITION	99,931,583	100,524,918	593,335	Equity change of \$593,335 = August 2024 Net Income
31 TOTAL LIABILITIES & NET POSITION	348,065,219	348,740,068	674,849	

Denotes accounts impacted by GASB 87 Lease Standard Adjustments through 12/31/2023

Statement of Income
Months Ending July 31, 2024 and August 31, 2024

	Month of July 2024	Month of August 2024	Month Change Inc/(dec)	Comments:
1 Operating Revenue				
2 Cash Lease Revenues (Base, CAM, Taxes)	998,401	999,380	980	July & August -Base Rent Abatement on Swedish Clinic renewal 7/1/24-\$39k each month
3 Deferred Rent Adjustments	-	-	-	
4 Grant Repayments	54,260	-	(54,260)	July City of Mountlake Terrace \$960 July MTI \$34k Compass Health \$19k-Total \$54k; August no activity
5 Total Operating Revenue	1,052,661	999,380	(53,281)	
6 Program Funding and Operating Expenses				
7 Programs				
8 Total Program Funding	719,515	761,474	41,959	Includes All Program Payments, External Awards & Internal program costs. Currently 2 award cycles in process: in Fall 2023 payment cycles 10/1/23-9/30/24 - Spring Cycle 4/1/24-9/30/24- Award Changes: Compass Health contract terminated early ; Lahai Dental Contract payments suspended until clinic reopens tentatively Sept/October. 2nd half CHART and VOA 211 in paid in July. SCOUT paid in full August.
9 Operating Expenses				
10 Salaries, Benefits & Contracted Staff	128,998	107,274	(21,723)	
11 Professional Development/Planning	332	300	(32)	
12 Professional Services	44,413	86,810	42,396	August-first invoices from OAC and Cushman Wakefield on Hospital Study total \$24k plus addition of brokerage commission amortization-Swedish Clinics lease renewal.
13 Purchased Services	45,800	40,415	(5,385)	Regular recurring services for properties; including janitorial, landscape, parking lot maint; & security.
14 Supplies, Postage, Dues, Software	14,644	15,293	649	
15 Repairs, Maintenance & Insurance	16,717	29,184	12,467	regular recurring services Alarms, HVAC, CPM Maintenance-August quarterly service contract payments McKinstry
16 Utilities	20,384	11,521	(8,863)	
17 Business Taxes	4,999	4,970	(29)	
18 Marketing	8,708	2,352	(6,356)	July 24 sponsorships, branded merchandise , survey cards--August Sponsorship and misc
19 Election Fee	-	-	-	
19 Depreciation	87,099	86,999	(100)	
20 Amortization	5,036	(3,401)	(8,437)	August <> is a reversal of overstated TI expense from July; amortization ended at close of original lease.
21 Total Operating Expenses	377,130	381,717	4,587	
22 Total Program and Operating Expenses	1,096,645	1,143,191	46,546	
23 Net Operating Income (Loss)	(43,984)	(143,811)	(99,827)	Net Operating Income Month of August \$143,811
24 Other Income (Expense)				
25 Other Income	-	-	-	
26 Self Funded L&I Reimbursements				
27 Self Funded L&I Expenses	(833)	(833)	-	
28 Levy Income	218,889	218,889	-	Monthly Levy
29 Bad Debts Expenses	-	-	-	
30 Net Income (Loss) after Levy Income	174,072	74,245	(99,827)	Net Income after Levy August \$74,245
31 Investment Income-Net of Unrealized Gains (Losses)	660,139	519,090	(141,049)	August Interest income \$223k Realized Gain -- Unrealized Gain \$295k
32 Net Income (Loss)	834,211	593,335	(240,876)	Net Income August \$593,335

**Statement of Income-Actual v Budget
Month and YTD Ending August 31, 2024**

	Month V Budget				YTD V Budget			Notes
	August 24 Actual Month	August 24 Budget Month	Month Fav (Unfav) Variance		August 24 Actual YTD	August 24 Budget YTD	YTD Fav (Unfav) Variance	
1 Income								
2 Operating Revenue-	999,380	1,044,874	(45,493)	U	8,342,012	8,358,989	(16,978)	U 1/2
3 Expenses								
4 Program Expenses-All Categories	761,474	729,004	(32,470)	F	5,642,833	6,033,919	391,086	F 3
5 Operating Expenses	298,119	281,181	(16,937)	F	2,299,998	2,336,274	36,276	F 4
6 Depreciation & Amortization	83,599	93,998	10,400	F	747,511	751,986	4,476	F
7 Total Expenses	1,143,191	1,104,184	(39,007)	F	8,690,342	9,122,180	431,838	F
8 Operating Income (Loss)	(143,811)	(59,310)	(84,501)	F	(348,330)	(763,190)	414,861	F
9 Levy and Other Non Operating Income (Expense)								
10 Other Income	-	-	-	F	10,703	-	10,703	F
11 Levy Income	218,889	218,917	(27)	U	1,751,125	1,751,333	(209)	U 1
12 Investment Income-Net of Unrealized Gains	519,090	100,000	419,090	F	2,223,122	800,000	1,423,122	F 1
13 Self Funded L&I Reimbursements	-	-	-		-	-	-	
14 Self Funded L&I Expenses	(833)	(2,182)	1,349	F	(7,065)	(17,455)	10,390	F 5
15 Bad Debts Expenses	-	-	-	U	(13,105)	-	(13,105)	U
16 Fees, Penalty and Interest	-	-	-		-	-	-	
17 Net Income (Loss) After Other Income	593,335	257,425	335,910	F	3,616,450	1,770,688	1,845,762	F

ref 2023

2,843,598

Denotes key variance drivers

1. Revenues-Operating & Non Operating

Lease Income - Reflects base, CAM, leasehold taxes. July 1, 2024 Swedish Clinics lease renewal allowed 2 months rent abatement July & August 2024 of \$39k each. Grant repayments included in operating revenue offset this revenue reduction.

***GASB 87 adjustments for lease and interest income are not recorded on an interim basis. These adjustments are made at year end only.

Award Repayments - YTD \$67k

Levy Income-2024 Rate of \$219k per month; Total YTD \$1.751M

Investment Income-YTD includes interest income \$1.648M, Realized Loss \$241k Unrealized Gains \$816k. Note: The District does not budget for market gains or losses only interest income. As a result the budget variance can be

2. GASB 87 Lease and Interest Income

This standard was implemented retroactive to 2021 at the end of 2022. Annual revenue (lease and interest) entries related to the GASB 87 standard **are not recorded on an interim basis** to the internal management use financials so as not to distort the interim financials and budget reviews. All adjustments are made at year end. The previously issued 2023 draft statements have been adjusted for 2023 GASB lease entries and the 2024 balances forward reflect these adjustments.

3. Expenses-Program: This includes External awards, CHART, VOA 211, & Internal Programs--**YTD \$391k under budget**. Details:

External Awards: Annual award payments: YTD \$5.135MM v \$5.467MM Budget; **\$334k under budget**. CHART \$110k VOA \$91k, plus \$7k outstanding 2023 payment settled in 2024. Both semi annual payments completed and on budget. Superintendent Discretionary YTD \$156k paid out of \$250k total 2024 budget.

Internal Program Expenses-All Categories; YTD \$141k v \$196k budgeted **-\$57k under budget**. 2nd payment for transitional support of \$25k paid in August.

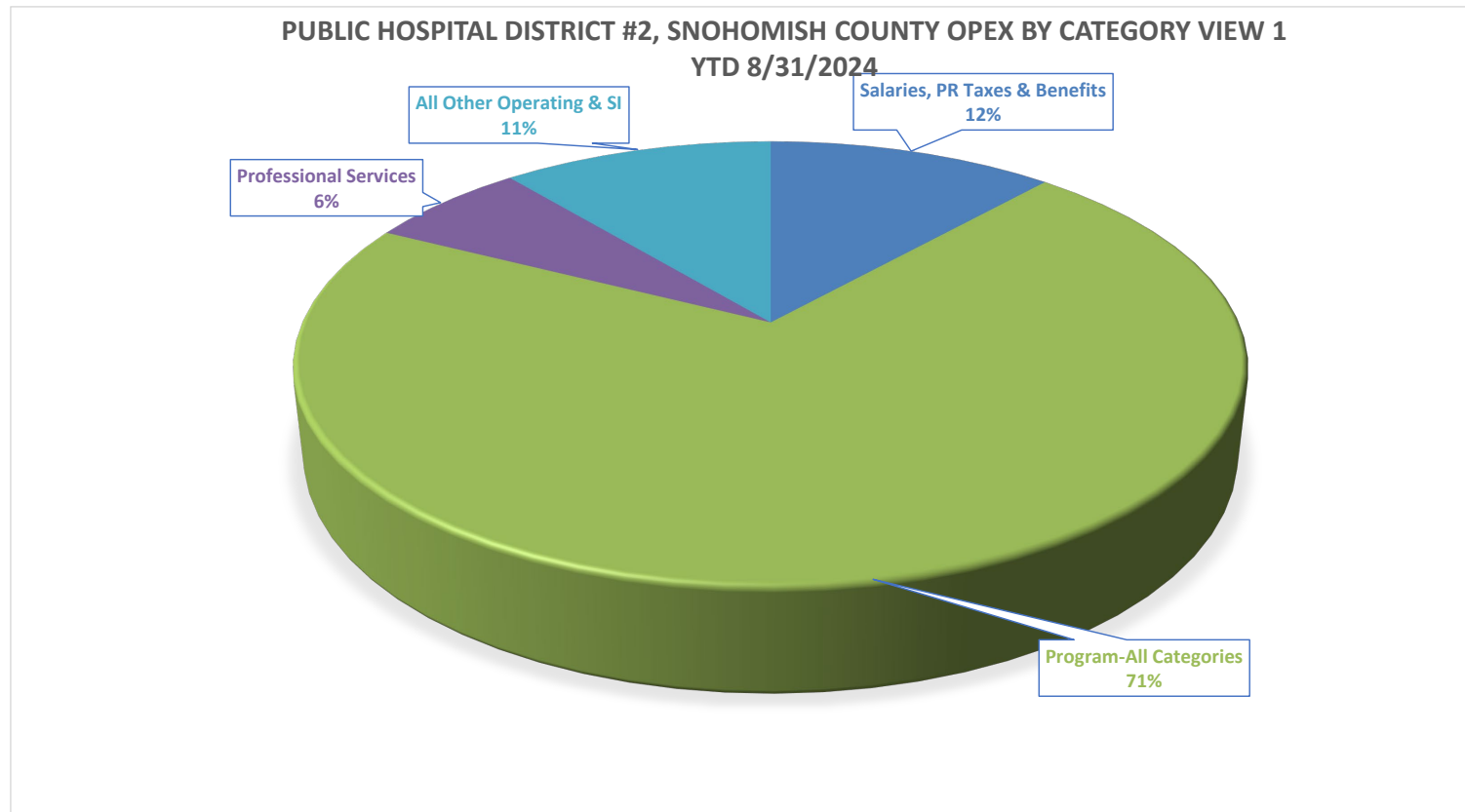
4. Expenses-Operating:

YTD **total operating expenses excluding depreciation under budget by \$36k** at 8/31/24. Most categories are tracking closely to budget. Professional services, specifically legal and property related consulting are over budget by \$118k YTD. Supplies/small equipment and software are over by \$27k due to unanticipated laptop additions and software consulting. The contingency of \$83k YTD August and lower than budgeted spending in purchased services, marketing, repairs and maintenance have offset the above negative budget variances.

To the extent any opex variances are tenant CAM related costs, the expenses are billed back to tenants and offset in the revenue line for net zero impact to the District. Examples are utilities, purchased services, repairs and maintenance specific to the tenant suites.

5. Expenses-LNI Self Insured

Only medical related claims are estimated and budgeted-this category is underbudget YTD by \$10k



View 1-Prof Services, Salaries and Benefits, All Other Operating, expressed as total of all expenses

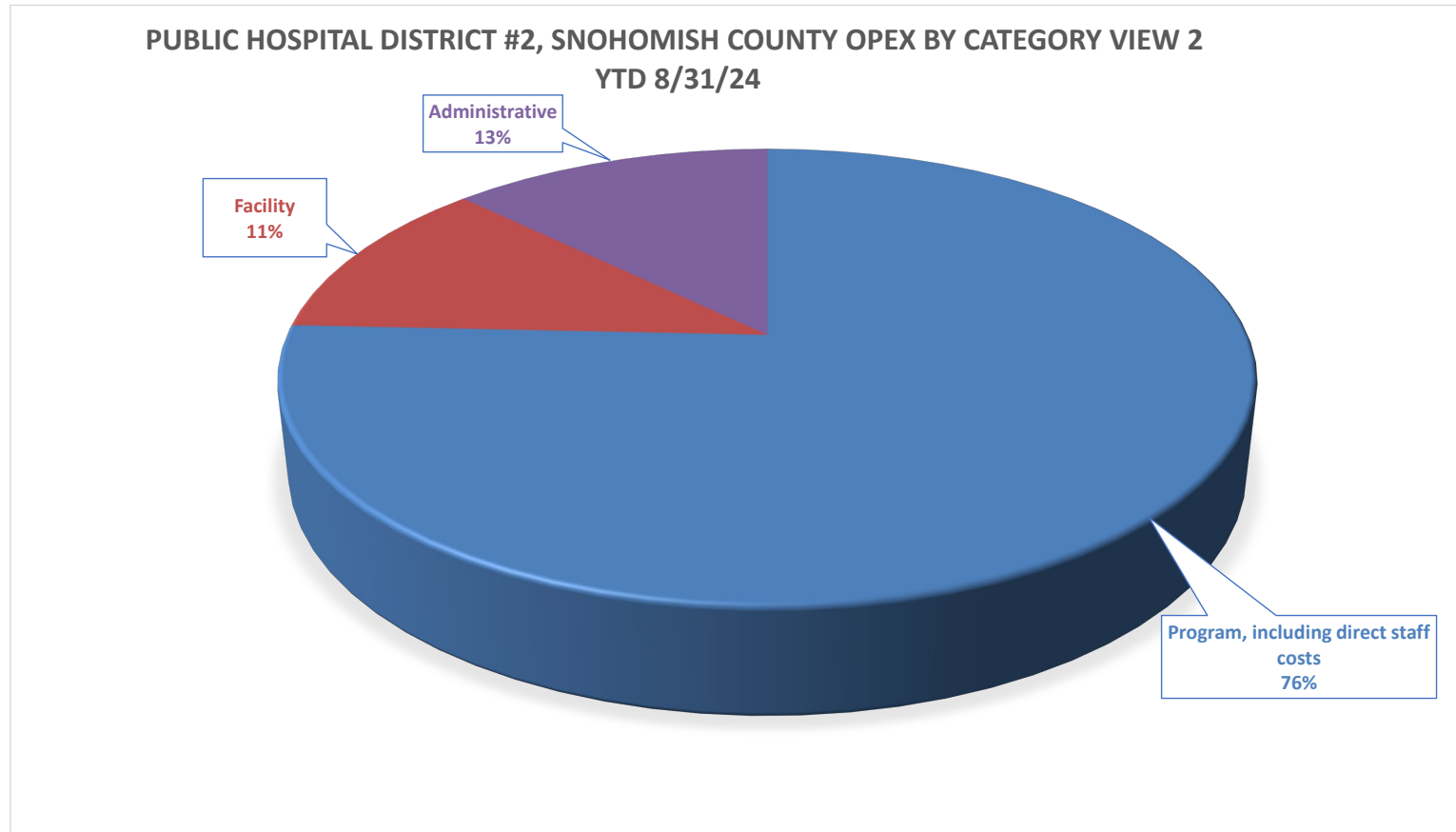
Professional Services include Legal, Accounting and Audit, Investment Management, HR Services, IT Services, Property Management & Real Estate Appraisal, Special Consulting-Thomas (Hospital), Strategic Planning, DEI)

Program Costs in this illustration are grant payments and expenses only and do not include program staff costs (direct or indirect)

All other Operating expenses include Repairs and all property related maintenance expenses, utilities, insurances, business taxes, supplies, marketing, self insured L&I and other administrative costs.

Salaries and Payroll Taxes, Personnel Benefits-self explanatory

Depreciation and Amortization have been removed from this presentation



View 2-Program with FTE, Property and Administrative Expenses, expressed as total of all expenses

Facility Expenses: Utilities, Repairs, Maintenance, Insurance, Taxes, Property Management and Real Estate related costs, allocation of legal and certain other professional fees related to properties

Program Costs: All grants and internal program costs plus Salaries and Benefits only for direct program staff 4.1 FTE
This illustration includes allocation of direct staff only; does not include an allocation for indirect staff S&B, facilities, supplies or other costs that could be reasonably allocated to program expense. This would increase the program cost % by an additional 5%

Depreciation and Amortization have been removed from this presentation Would increase facility costs by 9%

Administrative Costs: Remaining staff salaries and benefits; supplies, marketing, legal, investment services, accounting and other professional services, self insured L&I costs

PHD #2 Snohomish County-Verdant Health Commission

Warrants - August 2024

Type	Date	Num	Name	Amount	Memo
Warrants:					
1002 · Wells Fargo Warrant Acct *2717					
Bill Pmt -Check	08/01/2024	16596	City of Lynnwood	500.00	44th Street Fair - Vendor Booth Fees
Bill Pmt -Check	08/01/2024	16597	Dynamic Computing, Inc.	8,915.95	IT Services, Software Subscription & Laptop
Bill Pmt -Check	08/01/2024	16598	Robert Half	196.41	Accounting Services for week ending 7.19.24
Bill Pmt -Check	08/01/2024	16599	Volunteers of America Western Washington	7,260.00	Check #16599 processed then reversed by Wells Fargo; see deposits for offset & #16600 for reissue
Bill Pmt -Check	08/08/2024	16600	Volunteers of America Western Washington	7,260.00	Reissued check #16600 with correct name - CSW2023-06 211 Contract - Final Payment #9 of 9
Bill Pmt -Check	08/08/2024	16601	Canon Financial Services, Inc.	202.28	7/24 Invoice #33901299 for Contract #912953-1
Bill Pmt -Check	08/08/2024	16602	Christine Goff	411.55	7/24/24 - Cooking Demo & Recipe Ingredients
Bill Pmt -Check	08/08/2024	16603	Courageous You PLLC	1,200.00	Social Worker Supervision Services
Bill Pmt -Check	08/08/2024	16604	Dynamic Computing, Inc.	270.98	7/2024 IT Services
Bill Pmt -Check	08/08/2024	16605	Health Care Authority (PEBB)	9,956.33	8/2024 - Health Insurance
Bill Pmt -Check	08/08/2024	16606	Horizon View Functional Therapy, LLC	1,400.00	CSW-2024-05 "Life Skills to Thrive" Sessions 5-8
Bill Pmt -Check	08/08/2024	16607	Lease Crunch	387.10	Subscription 8/6/24 - 8/5/25 (7 Units)
Bill Pmt -Check	08/08/2024	16608	Lowe Graham Jones PLLC	1,388.01	7/24/24 - Trademark renewals; prelim work on infringements
Bill Pmt -Check	08/08/2024	16609	Payden & Rygel	10,359.00	7/24 Monthly Advisory Service Fee
Bill Pmt -Check	08/08/2024	16610	Sherry Kytönen	300.00	SW Presentation/Training
Bill Pmt -Check	08/08/2024	16611	Sound Dietitians LLC	4,360.99	7/2024 - Health Coaching, Cooking Demos & Supplies
Bill Pmt -Check	08/08/2024	16612	Turner HR Services, Inc.	1,125.00	7/24 - HR Consulting Services
Bill Pmt -Check	08/08/2024	16613	Volunteers of America Western Washington	25,000.00	CSW-2024-03 VOAWW South County Emergency Shelter pmt 2 of 2
Bill Pmt -Check	08/14/2024	16614	Canon Financial Services, Inc.	615.16	8/12/24 Invoice for Contract #852451-1
Bill Pmt -Check	08/14/2024	16615	Enduris Washington	127,614.00	2024-25 Policy #2025-562-P-001 91/24-8/31/25 Renewal
Bill Pmt -Check	08/14/2024	16616	Foundation for Edmonds School District	1,500.00	2024 Sponsorship for 16th Annual Monstor Mad Dash
Bill Pmt -Check	08/14/2024	16617	Robert Half	5,551.75	Accounting Services for Wk ending 8/2 & 8/9
Bill Pmt -Check	08/14/2024	16618	Wells Fargo	11,850.88	7/2024 Credit Cards Expense Payment
Bill Pmt -Check	08/20/2024	16619	Cushman Wakefield U.S. Inc.	11,915.00	Progress Billing #2 - PRJ0981883 PDS Swedish Hospital
Bill Pmt -Check	08/20/2024	16620	Nadia Mahmud	2,261.60	6/2024 - Nutrition Cooking Demo, Supplies & Education
Bill Pmt -Check	08/20/2024	16621	Seattle Food Nut	508.95	8.14.24 - "Back to School Means & Snacks" Cooking Demo
Bill Pmt -Check	08/20/2024	16622	Velia Cervantes Lara	2,550.00	Support Groups Facilitation
Bill Pmt -Check	08/29/2024	16623	City of Lynnwood	105,401.00	SCOUT Award-Part Community Part Superintendent Discretionary
Bill Pmt -Check	08/29/2024	16624	OAC Services, Inc.	12,420.00	R15-240139.00 Progress Billing - Hospital Study
Bill Pmt -Check	08/29/2024	16625	Quadiant Finance USA Inc.	50.00	7/18/24 Postage for Acct. #xxxx6965
Bill Pmt -Check	08/29/2024	16626	Robert Half	4,085.26	Accounting Services Week of 8/16 - 8/23/24-Budget Support/Fixed Asset work
Bill Pmt -Check	08/29/2024	16627	Seattle Food Nut	417.92	8.21.24 Hybrid Cooking Demo "Breakfast Bowls"
Bill Pmt -Check	08/29/2024	16628	Turner HR Services, Inc.	1,437.50	8/2024 - HR Consulting - General
Bill Pmt -Check	08/21/2024	16629	Canon Financial Services, Inc.	202.28	8/24 Invoice #34580859 for Contract #912953-1
Total Wells Fargo Warrant Acct *2717				368,874.90 A	
1004 · Wells Property Mgmt Acct *7265					
Check	08/27/2024	J2642	Ziply Fiber	0.00 B	VOID: Acct. #010603-5 7/7 - 8/6/24 Telephone Lost in Mail (Kruger) GJE, RGJE created on 08/27/2024
Check	08/27/2024	J2643	Ziply Fiber	0.00	VOID: Acct. #111914-5 7/7 - 8/6/24 Telephone Lost in Mail (Kruger) GJE, RGJE created on 08/27/2024
Check	08/27/2024	J2644	Ziply Fiber	0.00	VOID: Acct. #070396-5 7/7 - 8/6/24 Telephone Lost in Mail (Kruger) GJE, RGJE created on 08/27/2024
Check	08/08/2024	J2651	Armstrong Services	14,725.41	Inv. #13205, #13183, #13208 & #13209
Check	08/08/2024	J2652	Camden Gardens, Inc.	3,476.10	8/2024 Inv. #37730 Kruger Landscaping Services
Check	08/08/2024	J2653	Comcast - Acct # 8498310221378586	372.74	Acct # 8498310221378586
Check	08/08/2024	J2654	Commercial Property Maintenance, Inc.	4,581.33	Inv. #113812, #113821, #113843, #113895, #113894 & #113871
Check	08/08/2024	J2655	Guardian Security Systems, Inc.	55.25	Inv. #1520212 9/2024 Kruger Fire Alarm Monitoring
Check	08/08/2024	J2655	Guardian Security Systems, Inc.	116.14	Inv. #1520213 9/2024 Verdant Elevators & AES Radio Monitoring
Check	08/08/2024	J2656	Highmark General Contractors, Inc.	23,682.41	Inv. #7632-3 Office Remodel progress billing
Check	08/08/2024	J2657	JSH Properties Inc	7,877.49	Verdant-0724MF - Property Maintenance Fee
Check	08/08/2024	J2658	Property Maintenance Com/Res	2,206.00	8/2024 - Inv. #JSH-OVV 083124.1, #JSH-VT 083124.1
Check	08/08/2024	J2659	Republic Services	2,895.59	7/2024 - Inv. #0197-003380494 Trash Services
Check	08/08/2024	J2660	Schindler Elevator Corporation	373.95	8/2024 - Inv. #8106651443 Elevator Maintenance at Verdant
Check	08/08/2024	J2661	Snohomish County PUD	7,748.56	Inv. #152454876 Electricity for Kruger
Check	08/08/2024	J2661	Snohomish County PUD	303.16	Inv. #1062822876 Electricity at Value Village
Check	08/08/2024	J2662	Allied Universal Security Services	8,072.16	Inv. #16009827 Security Service @ Kruger
Check	08/08/2024	J2663	Waste Management	177.32	7/2024 Inv. #1805872-2677-0 Verdant Garbage Pickup Services
Check	08/08/2024	J2663	Waste Management	702.47	7/2024 Inv. #1805873-2677-8 Verdant Yard/Recycling Pickup Services
Check	08/20/2024	J2664	Allstream	227.224	8/3/24 Inv #20764903 Internet Services for alarm systems at Value Village

PHD #2 Snohomish County-Verdant Health Commission

Warrants - August 2024

Type	Date	Num	Name	Amount	Memo
Warrants Continued-Property Mgmt Acct *7265					
Check	08/20/2024	J2665	Armstrong Services	440.56 B	Inv. #13156, #13220 and #13224
Check	08/20/2024	J2666	Comcast - Acct # 933676367	768.64	933676367 8.1.24 Inv. #211683479
Check	08/20/2024	J2666	Comcast - Acct # 905447969	582.76	905447969 8.1.24 Inv. #211683488
Check	08/20/2024	J2667	Commercial Property Maintenance, Inc.	1,376.47	Inv. #113946, #113931, #113932
Check	08/20/2024	J2668	Disenoz	332.69	Inv. #51763 Sign - Painted aluminum with full color front & glass laminate
Check	08/20/2024	J2669	McKinstry Co., LLC	4,041.81	Quarterly PM agreement Kruger June-Aug 2024
Check	08/20/2024	J2669	McKinstry Co., LLC	1,493.10	Quarterly PM agreement Wellness Center Aug-Oct 2024
Check	08/20/2024	J2670	Ziply Fiber	146.19	Acct. #111914-5 8/7 - 9/6/24 Telephone Service
Check	08/20/2024	J2671	Ziply Fiber	66.61	Acct. #010603-5 8/7 - 9/6/24 Telephone
Check	08/20/2024	J2672	Ziply Fiber	154.27	Acct. #070396-5 8/7 - 9/6/24 Telephone
Check	08/23/2024	J2673	Ziply Fiber	66.61	7/7 - 8/6/24 Acct. # xxxx06035-0724 Telephone Line
Check	08/23/2024	J2674	Ziply Fiber	146.19	7/7 - 8/6/24 Acct. # xxxx19145-0724 Telephone Line
Check	08/23/2024	J2675	Ziply Fiber	141.51	7/7 - 8/6/24 Acct. # xxxx03965-0724 Telephone Line
Check	08/28/2024	J2676	Aardvark Services Corp.	101.35	8.20.24 Inv. #242920 Sweeping Services (Kruger)
Check	08/28/2024	J2677	City of Edmonds - Utilities	1,168.47	Acct. #4-50025 6/19 - 8/18/24 Water/Sewer
Check	08/28/2024	J2678	Commercial Property Maintenance, Inc.	3,337.55	8/13/24 Inv. #114014, #114013 and #114002
Check	08/28/2024	J2679	James King Roofing, LLC	2,747.30	7/22/24 Inv. #1035081 Roof Repair (Verdant)
Check	08/28/2024	J2680	JSH Properties Inc	16,294.25	8/19/24 Kruger Refresh Invoice #17 (8/14/24 Axiom Inv. #60172-6)
Check	08/28/2024	J2681	RDH Building Science Inc	2,678.43	7/16/24 Inv. #57984, #58199 (Targeted Envelope Consulting) - Kruger
Check	08/28/2024	J2682	Snohomish County PUD	1,395.47	7/19 - 8/21/24 Inv. #155738730 Verdant Electricity
Check	08/28/2024	J2683	Allied Universal Security Services	8,072.16	8/2 - 8/15/24 Inv. #16049711 Kruger Security Services
Check	08/28/2024	J2684	Western Exterminator Company	290.65	8/19/24 Inv. #201056 Pest Control Services (Kruger)
Total Wells Fargo Property Management Acct *7265				<u>123,436.34 B</u>	
1003 · Wells Fargo Work Comp Acct *2725					
Total 1003 · Wells Fargo Work Comp Acct *2725				<u>0.00</u>	no activity
				<u>0.00 C</u>	
Total Warrants				<u>492,311.24 A-C</u>	

PHD #2 Snohomish County-Verdant Health Commission
Electronic Disbursements and Summary
August 2024

Type	Date	Num	Name	Amount	Memo
Electronic Payments					
Wells Fargo Operating Acct *2709					
ACH Program Payments					
ACH	08/15/2024	ACH Grn2385	Boys & Girls Club of Sno County	8,333.00	A591 - BGCSC Behavioral Health Uplift Initiative 2.0
ACH	08/15/2024	ACH Grn2386	Cancer Lifeline	1,250.00	A579 - Increasing Mental Health Access/Equity for Cancer Patients
ACH	08/15/2024	ACH Grn2387	Center for Human Services	15,000.00	A603 - Behavioral Health Integration
ACH	08/15/2024	ACH Grn2388	Center for Human Services	29,155.00	A571 - School Based Youth Counseling Services
ACH	08/15/2024	ACH Grn2389	ChildStrive	16,665.00	A594 - ChildStrive Nurse Family Partnership
ACH	08/15/2024	ACH Grn2390	ChildStrive	16,660.00	A589 - Parents as Teachers/Early Support for Infants & Toddlers
ACH	08/15/2024	ACH Grn2391	Communities of Color Coalition	12,495.00	A584 - Reclaiming Roots to Wellness
ACH	08/15/2024	ACH Grn2392	Community Health Center of Sno County	8,450.00	A619 - Uninsured Adult & School-based Dental Services
ACH	08/15/2024	ACH Grn2393	Community Health Center of Sno County	17,326.00	A588 - Mountlake Terrace High SBHC
ACH	08/15/2024	ACH Grn2394	Concern for Neighbors Food Bank	2,500.00	A606 - Nutritional Food and Dairy Supplement
ACH	08/15/2024	ACH Grn2396	Cornerstone Medical Services Foundation	3,916.00	A624 - Dental Services
ACH	08/15/2024	ACH Grn2397	Domestic Violence Services Sno Co	15,750.00	A596 - DV Supportive Services Project
ACH	08/15/2024	ACH Grn2398	Edmonds College Foundation	18,333.00	A618 - Counseling and Resource Center & Mental Health/Wellness Expansion
ACH	08/15/2024	ACH Grn2399	Edmonds College Foundation	6,123.00	A572 - Edmonds College Food Insecurity Expansion Program
ACH	08/15/2024	ACH Grn2400	Edmonds Food Bank	12,499.00	A622 - Meeting Nutrition and Dietary Needs
ACH	08/15/2024	ACH Grn2401	Edmonds School District	6,320.00	A621 - ESD School Based Health Centers
ACH	08/15/2024	ACH Grn2402	Edmonds School District	37,496.00	A623 - Secondary Family Resource Advocates
ACH	08/15/2024	ACH Grn2403	Edmonds School District	28,322.00	A576 - Elementary Family Resource Advocates
ACH	08/15/2024	ACH Grn2404	Edmonds School District	8,330.00	A590 - Move 60!
ACH	08/15/2024	ACH Grn2405	Edmonds Senior Center	9,167.00	A609 - Enhancing Health and Wellness Program
ACH	08/15/2024	ACH Grn2406	Edmonds Senior Center	8,610.00	A573 - South Snohomish Vaccine Network
ACH	08/15/2024	ACH Grn2407	Foundation for Edmonds School District	13,008.00	A592 - Nourishing Network – eliminating food insecurity
ACH	08/15/2024	ACH Grn2408	Hand in Hand	1,250.00	A593 - Outreach- Basic Needs
ACH	08/15/2024	ACH Grn2409	Homage Senior Services	15,411.00	A587 - Homage Mental Health Multilanguage Peer Support
ACH	08/15/2024	ACH Grn2410	Inside Health Institute	4,167.00	A610 - Increase Whole Person Health Equity Care Access (in S. Snohomish County)
ACH	08/15/2024	ACH Grn2411	Jean Kim Foundation	23,651.00	A581 - Hygiene Center
ACH	08/15/2024	ACH Grn2412	Kinderling	3,333.00	A595 - Pediatric Therapies and Special Education
ACH	08/15/2024	ACH Grn2413	Korean Community Service Center	12,082.00	A597 - Mind, Body, and Soul for Korean Americans
ACH	08/15/2024	ACH Grn2414	Korean Women's Association	8,333.00	A620 - Immigrant and Refugee Holistic Health Program
ACH	08/15/2024	ACH Grn2415	Lahai Health	24,873.00	A599 - Medical and Mental Health Care Programs
ACH	08/15/2024	ACH Grn2416	Latino Educational Training Institute	14,665.00	A614 - LETI Health and Family Wellness Program
ACH	08/15/2024	ACH Grn2417	Lynnwood Food Bank	6,681.00	A578 - Focus on Nutrition
ACH	08/15/2024	ACH Grn2418	Medical Teams International	12,500.00	A612 - Care & Connect
ACH	08/15/2024	ACH Grn2419	Millenia Ministries	10,829.00	A582 - Mobile Manna
ACH	08/15/2024	ACH Grn2420	NAMI Washington	1,391.00	A577 - Support Groups & Classes
ACH	08/15/2024	ACH Grn2421	Parent Trust for WA Children	2,664.00	A607 - 1st 5 Years: Mental Health/Parenting Support for Families in S. Snohomish County
ACH	08/15/2024	ACH Grn2422	Prescription Drug Assistance Foundation	4,166.00	A625 - Prescription Drug Assistance Network
ACH	08/15/2024	ACH Grn2423	Project Access Northwest	8,333.00	A602 - Specialty Care Coordination
ACH	08/15/2024	ACH Grn2424	Project Girl Mentoring Program	11,749.00	A598 - 2024 Immersions Lab Program/Connections
ACH	08/15/2024	ACH Grn2425	Sound Pathways	10,938.00	A615 - Harm Reduction Center
ACH	08/15/2024	ACH Grn2426	South County Fire	41,502.00	A575 - Community Resource Paramedicine Program
ACH	08/15/2024	ACH Grn2427	St. Pius X Church	5,499.00	A613 - Mercy House
ACH	08/15/2024	ACH Grn2428	Support 7	2,835.00	A608 - Compassionate Care in Moments of Crisis
ACH	08/15/2024	ACH Grn2429	Support 7	3,995.00	A580 - Crisis
ACH	08/15/2024	ACH Grn2430	The Clearwater School	4,165.00	A585 - Healthy Families: Listening/Learning & Leading with Love
ACH	08/15/2024	ACH Grn2431	The Hand Up Project	14,994.00	A586 - The Highway 99 Hallmark of Hope
ACH	08/15/2024	ACH Grn2432	Therapeutic Health Services	24,167.00	A617 - Integrated Cognitive Therapies Program
ACH	08/15/2024	ACH Grn2433	UTSAV	6,249.00	A601 - Reducing inequities in health access/increase access to culturally appropriate food
ACH	08/15/2024	ACH Grn2434	WA Kids in Transition	8,333.00	A605 - Homeless Students
ACH	08/15/2024	ACH Grn2435	Washington West African Center - WAWAC	5,000.00	A611 - "KEPARR GI' Extended Drop-In Center for Mental Health/Food Security
ACH	08/15/2024	ACH Grn2436	Wonderland Child & Family Services	8,333.00	A604 - Hope Rising Clinic

continued

**PHD #2 Snohomish County-Verdant Health Commission
Electronic Disbursements and Summary
August 2024**

Type	Date	Num	Name	Amount	Memo
Electronic payments continued					
ACH	08/15/2024	ACH Grn2437	YWCA of Seattle, King and Sno Co	7,362.00	A600 - YWCA- Health Care Access Services
ACH	08/15/2024	ACH Grn2438	The Access Project	15,000.00	S559 - Grief and Loss Groups & Conferences-Superintendent Discretionary
Subtotal · ACH Award Payments Wells Fargo Operating Acct *2709				620,158.00	D
Wells Fargo Operating Acct *2709					
ACH Operating & Other Payments					
ACH	08/01/2024	ACH 2377	WA State Department of Revenue	13,512.07	Q2 2024 Leasehold Tax Return
ACH	08/06/2024	ACH 2378	Paychex	30,232.85	PPE 8.3.24 CK Date 8.8.24 Net Payroll
ACH	08/06/2024	ACH 2379	Paychex	10,290.22	PPE 8.3.24 CK Date 8.8.24 Payroll Taxes
ACH	08/12/2024	ACH 2380	AmeriFlex Business Solutions	19.08	8.9.24 Inv. #4496839 FSA EE Claims
ACH	08/08/2024	ACH 2381	Paychex	218.66	PPE 8.3.24 CK Date 8.8.24 Payroll Service Fee
ACH	08/12/2024	ACH 2382	Wells Fargo Merchant Services	70.00	7/2024 - Bankcard Fee
ACH	08/12/2024	ACH 2383	AmeriFlex Business Solutions	23.00	8/2/24 INV760197 Claims Administration Fee
ACH	08/15/2024	ACH 2384	Paychex	50.00	Inv. #29381301 Monthly Admin Base Fee
ACH	08/05/2024	ACH 2439	Principal Life Insurance Co.	201.70	1019549-10001 LTD, STD, Life AD&D Premium
ACH	08/16/2024	ACH 2440	Valic/corebridge	2,056.87	PPE 8/3/24 Ck Date 8/8/24 EE Deferrals
ACH	08/16/2024	ACH 2441	Valic/corebridge	1,968.99	PPE 8/3/24 Ck Date 8/8/24 ER Contribution
ACH	08/16/2024	ACH 2442	AmeriFlex Business Solutions	145.30	8.16.24 Inv. #4499859 Employee FSA Claims
ACH	08/20/2024	ACH 2443	Paychex	139.36	8/5/24 Invoice #6091256 Payroll Service Fee
ACH	08/21/2024	ACH 2444	Paychex	10,368.63	PPE 8.17.24 Ck Date 8.22.24 Payroll Taxes
ACH	08/21/2024	ACH 2445	Paychex	30,749.20	PPE 8.17.24 Ck Date 8.22.24 Net Payroll
ACH	08/22/2024	ACH 2446	Paychex	218.66	Inv. #2024082001 PPE 8.17.24 Ck Date 8.22.24 Payroll Service Fee
ACH	08/26/2024	ACH 2447	AmeriFlex Business Solutions	0.16	8/23/24 Inv. #4506091 Employee FSA Claim
ACH	08/26/2024	ACH 2448	Principal Life Insurance Co.	4.60	FICA taxes on disability benefits
ACH	08/27/2024	ACH 2449	WA State Department of Revenue	788.71	07/2024 - B&O Tax Submission
ACH	08/28/2024	ACH 2450	US Bank	178,000.00	08/2024 - Monthly Investment
ACH	08/29/2024	ACH 2451	Valic/corebridge	2,056.87	PPE 8/17/24 Ck Date 8/22/24 EE Deferrals
ACH	08/29/2024	ACH 2452	Valic/corebridge	1,973.85	PPE 8/17/24 Ck Date 8/22/24 ER Contribution
ACH	08/09/2024	ACHPY699030	Anna Tarkowska McCleary	8,550.00	Inv. 24-07 Kruger Project Management
ACH	08/16/2024	ACHPY707870	Grantbook	3,360.00	8/2024 - Invoice #2 of 2 for Fluxx Support & customization
Subtotal · ACH Operating Expenses Acct *2709				294,998.78	E
Total - ACH Operating Acct *2709				915,156.78	D-E
Wells Fargo Property Acct *7265					
ACH Property Management					
ACH	08/23/2024	ACHPY718492	Axiom Northwest Construction	517,005.72	Kruger Refresh 8/14/24 Inv. # 60172-6 - Progress Billing
ACH	08/28/2024	ACHPY725200	Division 10 Signs	24,692.80	Inv. #2512 - Kruger/Langer Building Signage & Permit-progress payment 1
Total · ACH Wells Fargo Property Acct *7265				541,698.52	F
Summary-					
				Amount	Ref
Warrants-All Accounts				492,311.24	A-C
Electronic Disbursements-Acct 2709				915,156.78	D-E
Electronic Disbursements-Acct 7265				541,698.52	F
Total Disbursements August 2024				1,949,166.54	

PUBLIC HOSPITAL DISTRICT #2 OF SNOHOMISH COUNTY

DBA VERDANT HEALTH COMMISSION

WARRANT AND ELECTRONIC DISBURSEMENT APPROVAL- AUGUST 2024

WE, the undersigned Board of Commissioners of Public Hospital District #2 of Snohomish, County, Washington do hereby certify that the merchandise or services hereinafter specified in the supporting schedules referenced A-C and D-F have been received and the Warrant Numbers and Electronic Transactions detailed herein have been issued in the payment amounts as follows:

Type	Account	By	Date	Check #	Total	Reference
Warrants	2717-Warrant	Verdant	08/01/24-08/31/24	16596 - 16629	368,874.90	A
Warrants	7265-Property Management	JSH	08/01/24-08/31/24	J2651 - J2684	123,436.34	B
Warrants	2725-Workers Comp	Eberle Vivian	08/01/24-08/31/24	-	-	C
				Subtotal Warrants	492,311.24	A-C
Electronic	2709-Operating	Verdant	08/01/24-08/31/24	ACH Grn2385 - Grn2438 ACH 2377 - ACH 2452 ACHPY699030 & ACHPY707870	915,156.78	D-E
Electronic	7265-Property	Verdant	08/01/24-08/31/24	ACHPY718492 & ACHPY725200	541,698.52	F
				Subtotal Electronic	1,456,855.30	
				Total Disbursements	1,949,166.54	

These warrants and electronic disbursements are hereby approved.

Attest:

Riene Simpson-CPA, Director of Finance
District Auditor

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

SCOPE: Public Hospital District #2, Snohomish County, dba. Verdant Health Commission, (District)

POLICY: Verdant shall purchase material and services in the most economical fashion given the goal of high quality and service levels for the District.

DEFINITIONS:

Routine: Any service or item that is used 3 or more times per year. Routine purchases are services, actions, or expenses that occur during the natural course of operations. Examples include but are not limited to service and banking fees, office supplies, program supplies, grant payments, exp, maintenance, landscape and other facility costs.

Non-Routine: Are considered less frequent, perhaps higher in cost and may occur out of a business need but are not recurring or predictable.

For capital acquisitions, construction projects, large repair projects and purchased services the District refers to MRSC Public Works Contracting Best Practices, MRSC Contracting for Services and Small Works Roster Manual for procurement guidance specific to Public Agencies/Public Hospital Districts.

PROCEDURE:

1. Purchasing Authority: The Superintendent is the designated agent of Verdant for purchasing and is authorized to enter into such agreements on behalf of Verdant within the scope as outlined below. The Superintendent is authorized to delegate purchasing functions to other Verdant employees or interim financial personnel.
2. Contracting-The Superintendent is authorized to contract on behalf of the District. All large-scale projects and services are discussed with the finance committee and if necessary, based on purchasing thresholds brought forward to the Board of Commissioners for approval before contracts are executed.
3. Expenditure Authority Limits: Signature requirements for a purchase may vary based upon the type and value of the expenditure. Signed contracts, service agreements and approved invoices support payment approvals. Authority limits are detailed in the schedule below.
4. Competition and Bidding: Where required the competitive bidding process will be applied. The MRSC small works roster will be used for public works bidding that qualifies under this threshold. competition is not utilized. If a sole source decision is made under the allowed criteria justification will be documented and retained with the records. In no case should an individual or group unduly benefit from District purchases.
5. Authorization of Invoices: All purchases of materials or services shall be approved by an individual within the organization with authority to approve. No vendor will be paid without support (contract, services agreement and/or approved invoice). Any person making an unauthorized purchase may be personally responsible for payment. Payments will be authorized in accordance with the RCWs and our commitment to organizational transparency.
6. Gifts: Employees of Verdant will not solicit gifts of any nature from current or potential vendors. Employees of Verdant will not accept unsolicited gifts, trips, meals or other offers from any vendor. However, holiday gift baskets, candy or other small gestures of kindness, which are valued under \$50, may be accepted as long as the gift is not an enticement to influence a purchasing decision.

Effective Date:	Immediately upon approval	Policy Approved By:	Board of Commissioners
Approval Date:	9/25/2024 Regular Board Meeting	File Name:	Purchasing and Expenditure Policy

7. Superintendent's Discretionary Fund: As part of the annual budget development process, the board of commissioners will set and approve the amount of funding that the Superintendent will be designated to expend at their discretion to fund programs that have not been approved Board or provide additional funding for programs previously approved by the board by December 31st. Expenditures shall be treated as expenditures within the Board approved budget for purposes of the approval authority requirements specified below for operating expenses but shall be reported at the monthly Finance Program Committee meeting and to the Board of Commissioners no later than their next regularly scheduled meeting.
8. Credit Card Purchases: A designated credit card may be used to make purchases if checks are not allowed or if using a check, it makes the purchase cumbersome. Documentation and/or receipts shall be provided to support the expenditure. Credit cards are assigned to staff at the discretion of the Superintendent and require a signed Credit Card Use Policy. Verdant employees shall not use the credit card to make personal purchases of any kind.

APPROVAL AUTHORITY:

Operating Expenses:

Individual Approver	Routine Limit	Non-Routine Limit
Wellness Center Assistant	\$0-\$200 per transaction	\$0-\$200 per transaction
Executive Assistant / Office Manager***	\$0-\$300 per transaction	\$0-\$300 per transaction
Digital Marketing & Communications Manager	\$0-\$250 per transaction	\$0-\$250 per transaction
Community Social Worker *	\$0-\$200 per transaction \$1,000 annual per client limit	\$0-\$200 per transaction \$1,000 annual per client limit
Treasurer and Auditor	\$0 - \$5,000	\$0 - \$5,000
Superintendent	\$5,001 - \$120,000 (within Board approved budget) \$5,001 - \$20,000 (outside Board approved budget) **	
Board President	\$120,001 or greater (within Board approved budget), \$20,001 or greater (outside Board approved budget) All reimbursements to the Superintendent, excluding salary	

* See Social Worker Case Management Funds Policy for more information.

Unbudgeted expenditures are brought forward to the Finance Committee and Board

*** See standing authorization to purchase office and meeting supplies***

Effective Date:	Immediately upon approval	Policy Approved By:	Board of Commissioners
Approval Date:	9/25/2024 Regular Board Meeting	File Name:	Purchasing and Expenditure Policy

Payment Signing Authority, ACH and Wire Transfers:

Individual Approver	Routine Limit	Non-Routine Limit
Auditor/Treasurer	\$0 - \$120,000	\$0 - \$20,000
Finance Committee Member	\$120,001 or greater (within Board approved budget), \$20,001 or greater (outside Board approved budget)	
Treasurer and Auditor	A special provision allowing the Treasurer and the Auditor, with dual approval, to schedule and execute an ACH transaction in excess of \$120,000 for the purpose of remitting the monthly grant payments, and a wire transfer in excess of \$120,000 transferring funds to the District’s existing investment accounts is allowed.	

All bank reconciliations will be performed and reviewed by individuals separate from the procurement process. Bank accounts are reconciled timely and supporting documents filed in the accounting system. The positive pay fraud protection feature is used by the District as a safeguard. In addition, disbursements are reviewed at the monthly Finance Committee and Board meetings.

EMPLOYEE ACKNOWLEDGEMENT

In signing this acknowledgment, I certify that I have read and understand the above policy and will remain in compliance with the processes and procedures herein.

Signature

Date

Printed Name

Nutritional Programs Overview and Updates for August 2024

Cooking Demonstrations:

- Verdant: Healthy Lunches
- Verdant: Quick Pickling
- Verdant: Sweet and Savory Breakfast Bowl
- Verdant: Slash the cravings
- Verdant: *Teen Cook along* – Veggie Pizza Party with Fruit Slushies
- Edmonds Waterfront (monthly session for individuals struggling with food insecurity)

6 total

Nutrition Education:

Collaboration with Stilly Valley

- Virtual: Preventing Diabetes 101

Collaboration with Sno-libraries and Lynwood & Edmonds Food Bank

- Library: Feast for Thought series

2 total

Multicultural Event Overview:

- In-person: Latino Community Support: Taking care of myself, fostering my self-esteem - workshop
- In-person: LETI Summer Camp for moms and kids – 8 families with children (about 40 participants)
- Spanish Collaborative Healthy Lunch and Snack Ideas for the School Year - *cooking demo*

3 total

WinCo Vouchers distribution in July:

“Meet me at Park” events – 37 vouchers

Community Partners – 71 vouchers

101 total

Marketing Report for Sept 2024 Board Meeting

Social Media: Aug 21st-Sep 16th, 2024

Facebook	Instagram
Reach: 2,600 (up 13.0%)	Reach: 695 (up 154.6%)
Content Interactions: 138 (up 5.1%)	Content Interactions: 65(down 32.9%)
Followers: 1,647 (up 18)	Followers: 226 (up 5)
Posts: 17 (down 15)	Posts: 15 (down 19)

Current Happenings:

- The community survey has 208 responses collected.
- The [Sep Newsletter](#) went out with the theme of Access to Healthcare: Focusing on Addiction and Recovery Services.

Sept Events

- Fair on 44th Sept 7
- Mountlake Terrace Connections Sept 21
- South County Fire Emergency Preparedness Sept 21
- Walk with a Latina Doc Sept 2 with Leti

Events Coming Next Month

- Providence Edge of Amazing Oct 1
- Edmonds College Health Fair Oct 3
- Foundation for Edmonds School District 5K Run Oct 5
- Project Girl Mentoring Group 5K Run Oct 5

Press This Month

[Verdant Health commissioners approve demolition of former Value Village Property](#)

Verdant Health Commission to present Walk with a Latina Doc Sept. 21

Other New Content/Promotional Materials Created



Verdant Community Social Worker Highlights: September 2024

- Case Management – continuing support for clients.
- Continue to provide inreach/outreach with Swedish Edmonds Hospital.
- CHART Leadership and Facilitation support.
- VOA 211 Community Resource Advocate – Continuing support and community introductions. In discussion with the Verdant marketing team to highlight some of the work the current CRA is providing within our community.
- This past month included, weekly team check ins and monthly team staff meeting, the monthly County, Human Services Providers call, monthly Homeless Policy Taskforce, monthly Snohomish County Community BH Committee, quarterly Within Reach's Washington Coalition on Medicaid Outreach, monthly south county provider meeting, monthly South County Human Services Monthly Connect, monthly East Side Service Provider Check In.
- Verdant events and participation: I worked at both the Lynnwood Light Rail event and the SSCFR Health Expo/Emergency Preparedness events. At the majority of the events that Verdant attended throughout the month, Naloxone (Narcan) was distributed.
- 2024 Programming –

Provider training:

Third quarter provider training was held on September 12 and was titled Sleep Disturbances and Disorders: Implications for Mental Health and SUD Treatment Professionals. Out of 48 registrations, 28 attended this virtual training.

Community training/support group:

CRAFT Training – Partnering with the Washington Recovery Alliance. This will be a 13-hour, 2-day training event scheduled for September 11 and 18. Of 40 registered, 36 attended. This event was held in person at Verdant, and guests were provided with light snacks both mornings and afternoons on both days.