



Snohomish County Council

Committee: Committee of the Whole
ECAF: 2023-0233
Proposal: Motion 23-110

Analyst: Deb Evison Bell
Date: March 21, 2023

Consideration:

The proposed motion would authorize the County Executive to execute a budget transfer between sub-funds within Facilities Service Fund 511 of the 2022 Facilities and Fleet Management budget, under [SCC 4.26.130](#).

Background:

The previously approved 2022 budget for the Facilities and Fleet Management Department requires additional budget authority. The need for a budget transfer is due to an unanticipated increase in utilities and janitorial services (increase in cleaning supplies, extra cleanings due to Covid-19 and higher labor costs) that has exceeded the projection expectations. Due to staffing vacancies in 2022, there is a surplus within Regular Salaries and Benefits to offset the \$176,000 expenditures.

Current Proposal:

Scope: The proposed motion would authorize an administrative budget change to the 2022 budget authority levels in revenue and expenditure line items within Fund 511.

Duration: The proposed changes will allow for sub-funds within Fund 511 to balance and align appropriate revenue and expenditure. The proposed motion would take effect immediately.

Fiscal Implications: This is a budget-neutral revision with no net change to the Fund 511 overall budget.

	CURRENT YR	TOTAL
Janitorial	\$170,000.00	\$170,000.00
WA Natural Gas	\$4,000.00	\$4,000.00
PUD Utility District	\$2,000.00	\$2,000.00
Regular Salaries	(\$112,000.00)	(\$112,000.00)
Personnel Benefits	(\$64,000.00)	(\$64,000.00)
TOTAL	\$0	\$0

2022 Budget: Yes, the 2022 Budget includes appropriation authority.

Handling: Normal

Approved-as-to-form: NA

Risk Management: APPROVE

Executive Recommendation: APPROVE

Analysis: The proposed motion is in accordance with SCC 4.26.130.

Requests: The requested action is for Council to consider the motion.