



SOLANO COUNTY

FY2013/14 Recommended Budget



ON THE COVER: FY2012/13 was a banner year in Solano County for several projects that had been planned for as investments in the community to better serve the residents of Solano County. Pictured on the cover, from top to bottom, are some of the projects and how the County leveraged outside sources of funds to provide facilities will serve the communities well into the future:

- Renovated the Benicia Veterans Memorial Building with funding from Capital Renewal Reserve (\$1,630,000), Accumulated Capital Outlay Funds (\$590,000) and federal Housing and Urban Development (HUD) grant (\$147,000).
- Recently constructed the William J. Carroll Government Center in Vacaville with funding from Tobacco Master Settlement Agreement Fund (\$15,705,373), Public Facilities Fee (\$1,009,208), Accumulated Capital Outlay funds (\$120,423), federal American Recovery and Reinvestment Act (ARRA) grant (\$2,194,196) and interest on the Construction Fund (\$157,084).
- This conceptual drawing depicts the expansion of the Claybank Adult Detention Facility under construction in Fairfield with funding from state AB 900 grant funds (up to \$61,545,000) and Public Facilities Fee (\$26,801,789).
- Renovated Suisun-Fairfield Veterans Memorial Building in Suisun City with funding from the Capital Renewal Reserve (\$1,304,633), Accumulated Capital Outlay Fund (\$1,404,461), and a federal HUD grant (\$38,000).
- Opened a dedicated pediatric clinic on the Health and Social Services campus in Fairfield with funding from Federally Qualified Health Center reimbursements (\$380,000) and State Employment and Eligibility Services Redirected Revenue reimbursement (\$339,004).

From the County Administrator

May 22, 2013

Members of the Board of Supervisors:

I am pleased to transmit to you the FY2013/14 Recommended Budget as a balanced budget of \$817,735,009 that includes an array of program and funding shifts representative of the current state of transition being experienced throughout California. The Recommended Budget reflects a reduction of \$27,000,739 or 3.2% from the FY2012/13 Adopted Budget, primarily due to the capital project funding that occurred in FY2012/13 for the AB 900 Jail Project. At the same time, this budget contains significant growth in the areas of public safety and health and social services as a result of implementing the County's expanded roles in the supervision, prosecution, defense and housing of offenders and the delivery of health care and social service programs.



Today, Solano County is better positioned financially than we have been since before the Great Recession. Signs of economic recovery locally and statewide are beginning to show a positive impact on County revenues; however, headwinds continue to inhibit robust growth. The demand for some safety net services for our residents is decreasing, yet the number of people on CalFresh (formerly food stamps) in Solano County is up 80% since 2006 and is expected to continue increasing. The county unemployment rate is slowly inching downward, yet it is the highest in the Bay Area and is not predicted to reach pre-recession levels for several years. There are signs that the resale housing market and home market prices are increasing albeit significantly slower the rest of the Bay Area, and commercial activity is starting to refill vacant commercial properties. There is also uncertainty over the ultimate effects of Federal budget reductions and realignment of State programs and funding, as well as many unknowns surrounding the ripple effect of a weak economic recovery worldwide. As such, any optimism over this turn in the economy for Solano County should be tempered with caution.

The Recommended Budget proposes to add over a 100 revenue-offset positions, primarily to address our expanded roles as a result of the 2011 Realignment in public safety and behavioral health, and the FY2013/14 implementation of the Federal Affordable Care Act. Additional sources of funding accompany these new requirements and enable this expansion of the workforce and contracts for service to address the mandates. This budget does not, however, unravel or restore the significant reductions that occurred as we shrank our organization, programs and services to reflect our new financial realities. While the County Budget for FY2013/14 is balanced, we continue to have a structural gap between revenues and expenses in the General Fund, and we are relying on the use of one-time funding from Fund Balance to fill the gap. Going forward, we will continue to adhere to the prudent financial management policies that enabled us to weather the Great Recession and its aftermath and began to emerge a leaner, focused organization utilizing streamlined processes and automation to aide in the delivery of services. We have to balance the changing public needs and mandated responsibilities of our departments with the reality of increasing per employee costs, most notably health care and retirement, and other costs of providing services with the anticipated slow pace of revenue recovery.



**SOLANO
COUNTY**

County of Solano

Recommended Budget

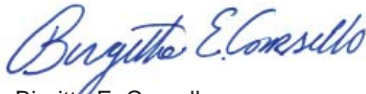
The FY2013/14 Recommended Budget was compiled based on the requirement that each department target and submit a “no increase” in General Fund cost budget. While achieving this was not possible in all situations, it does reflect a concerted effort by departments to offset increasing operational costs by exploring other ways to provide services without increasing expenditures.

Crafting a balanced budget is always an arduous task, even more so when revenues lag and are uncertain and program requirements evolve. Our Department Heads and their fiscal staffs, along with members of my staff, have spent the past five months compiling data, projecting expenses, revenues, workloads and staffing needs, and meticulously reviewing programs to achieve a balanced budget. I am proud and appreciative of everyone who contributed to this very time-consuming, yet important task.

I especially want to thank Phyllis Taynton who served as the Budget Officer, Nancy Huston my Assistant County Administrator, Chris Rogers and Jodene Nolan who coordinated the compilation of the budget document, and Stephen Pierce who maintains our statistical profile. Together, these individuals, working with a CAO Budget Team of Ron Grassi, Ian Goldberg, Michelle Heppner, Emily Combs, Marc Fox and Simona Padilla-Scholtens and her staff, compiled the Recommended Budget.

In closing, I want to recognize and thank the Department Heads, the County employees, and our community partners who have continued our ongoing effort to identify opportunities to redesign services and reduce costs to enable the community to receive the services while the County continues its efforts to address shortfalls in General Fund revenues. As we move forward in a more positive economic posture, we must continue forging collaboration – inside and outside of the organization and at all levels – to ensure Solano County stays a unique place known for its partnerships and leadership in providing innovative, effective and fiscally responsible services that result in a high quality of life for our residents.

Respectfully submitted,



Birgitta E. Corsello
County Administrator

Board of Supervisors



Linda J. Seifert
Chair
District 2



Skip Thomson
Vice Chair
District 5



Erin Hannigan
District 1



James P. Spering
District 3



John M. Vasquez
District 4

SOLANO COUNTY'S MISSION

To serve the people and to provide a safe and healthy place to live, learn, work and play.

SOLANO COUNTY'S VISION

The County of Solano will be locally and nationally recognized for its partnerships and leadership in providing innovative, effective and fiscally responsible services that result in the highest quality of life for its residents.

CORE VALUES

Integrity: Be open and honest, trustworthy, ethical and fair

Dignity: Treat all persons with respect

Excellence: Provide quality, integrated, sustainable and innovative public services

Accountability: Take ownership, be fiscally responsible and result-driven

Leadership: Be personally responsible and a positive example for others

GOALS

Improve the health and well-being of those who live and work here

Ensure responsible and sustainable land use

Maintain a safe community

Invest in and for the future



**SOLANO
COUNTY**

Budget Team & Department Head Listings

Budget Team

County Administrator	Birgitta Corsello	784-6100
Assistant County Administrator.....	Nancy Huston	784-6107
Budget Officer.....	Phyllis Taynton.....	784-1969
Health and Public Assistance	Ron Grassi.....	784-6933
Public Safety.....	Ian Goldberg	784-6116
General Government/Transportation.....	Emily Combs.....	784-6113
General Government/Education.....	Chris Rogers.....	784-6481
General Government/Land Use/Economic Development.....	Stephen Pierce	784-6122
Legislative, Intergovernmental and Public Affairs Officer	Michelle Heppner.....	784-3002
Budget Document Production.....	Jodene Nolan.....	784-6108
General Revenues & Property Taxation	Simona Padilla-Scholtens.....	784-6280
Indirect Cost	Jun Adeva	784-3418
Budget Training	Ray Catapang/Magen Yambao.....	784-6942

Department Head Listing

Agricultural Commissioner-Sealer of Weights & Measures.....	Jim Allan	784-1310
Assessor-Recorder.....	Marc Tonnesen	784-6200
Auditor-Controller	Simona Padilla-Scholtens.....	784-6280
Chief Information Officer/Registrar of Voters	Ira Rosenthal	784-6675
Cooperative Extension	Morgan Doran.....	784-1317
County Administrator	Birgitta Corsello	784-6100
County Counsel.....	Dennis Bunting	784-6140
Child Support Services.....	Pamela Posehn	784-3606
District Attorney	Don du Bain.....	784-6800
General Services.....	Mike Lango.....	784-7900
Health & Social Services.....	Patrick Duterte.....	784-8400
Human Resources/Risk Management.....	Marc Fox.....	784-6170
Library.....	Bonnie Katz	784-1500
Probation	Christopher Hansen	784-7600
Public Defender-Conflict Public Defender	Lesli Caldwell.....	784-6700
Resource Management.....	Bill Emlen.....	784-6765
Sheriff-Coroner	Tom Ferrara	784-7030
Treasurer-Tax Collector-County Clerk	Charles Lomeli.....	784-6295
Veterans Services.....	Ted Puntillo	784-6590
Workforce Investment Board (WIB).....	Robert Bloom.....	864-3370

Electorate

County of Solano
Organizational Chart

Board of Supervisors



Erin Hannigan
District 1



Linda J. Seifert
District 2



James P. Spering
District 3



John M. Vasquez
District 4



Skip Thomson
District 5



County Counsel
Dennis Bunting



County Administrator
Birgitta Corsello

Elected Officials



Auditor-Controller
Simona Padilla-Scholtens



District Attorney
Don du Bain



Assessor-Recorder
Marc Tonnesen



Sheriff/Coroner
Tom Ferrara



Tax Collector/County
Clerk/Treasurer
Charles Lomeli

Appointed Officials



Ag. Comm./Sealer
Jim Allan



General Services
Mike Lango



Human Resources
Marc Fox



H&SS
Patrick Duterte



Public Defender
Lesli Caldwell



Library
Bonnie Katz



Resource Mgmt.
Bill Emlen



Veterans Services
Ted Puntillo



CIO/ROV
Ira Rosenthal



Probation
Christopher Hansen



UC Coop Extension
Morgan Doran



Child Support Services
Pamela Posehn

.....Personnel/Budgetary Controls Only

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COUNTY ADMINISTRATOR'S BUDGET MESSAGE

DATE: May 22, 2013
 TO: Board of Supervisors
 FROM: Birgitta E. Corsello, County Administrator
 SUBJECT: FY2013/14 Recommended Budget

Staff recommends that the Board of Supervisors conduct Budget Hearings beginning at 9:00 a.m., June 24, 2013 and approve an Adopted Budget at the conclusion of the Hearings. During the hearings, the Board will be requested to consider increasing and/or funding additional revenue offset positions, investments in technology and County facilities, contributions to non-county agencies, reserve levels for unfunded liabilities and the use of one-time funds received in FY2012/13.

Included in the budget message are the following budget-related sections: 1) Budget Overview; 2) Financial Summary; 3) Funded and Unfunded Obligations and Liabilities 4) Overview of the State and Federal Budgets; 5) General Fund and Fiscal Projection; and 6) Pending Issues.

BUDGET OVERVIEW

The FY2013/14 Recommended Budget for Governmental Funds is balanced and totals \$817,735,009 (*Schedules 1 and 2*). The total budget represents decrease of \$27 million, or -3.2%, when compared to the FY2012/13 Adopted Budget and relies on fund balances and draws from Reserves.

TOTAL FINANCING REQUIREMENTS - ALL GOVERNMENTAL FUNDS				
FY2013/14				
FUND NAME	FY2012/13 ADOPTED BUDGET	FY2013/14 RECOMMENDED	CHANGE	% CHANGE
GENERAL FUND	\$ 221,665,274	\$ 219,184,724	\$ (2,480,550)	-1.1%
SPECIAL REVENUE FUNDS	531,207,006	562,448,402	31,241,396	5.9%
CAPITAL PROJECT FUNDS	68,742,354	14,261,051	(54,481,303)	-79.3%
DEBT SERVICE FUNDS	23,121,114	21,840,832	(1,280,282)	-5.5%
TOTAL GOVERNMENTAL FUNDS	\$ 844,735,748	\$ 817,735,009	\$ (27,000,739)	-3.2%
BUDGETED POSITIONS	2581.60	2732.90	151.3	5.9%

The most significant changes are reflected in the Special Revenue Funds and the Capital Project Funds. There is an increase in the Special Revenues Funds primarily due to growth in Public Safety and Health & Social Services. The increases in both funds are attributed to new service level requirements as a result of 2011 Public Safety Realignment AB109 and the FY2013/14 implementation of the Federal Patient Protection and Affordable Care Act (ACA). Both areas of County Government are anticipating increases in staff and services in order to meet the requirements of these two mandates. The decrease in the Capital Project Fund is due to the construction of the new AB900 funded Claybank Jail which began in FY2012/13. The FY2013/14 budget reflects capital projects and capital renewal/repairs, including the new Animal Care Expansion Project.

While the FY2013/14 Recommended Budget uses fund balances and draws down from designated reserves, it maintains several reserves, including the General Fund Reserve for FY2014/15 and FY2015/16, and relies on projected fund balances to fund County core services. In FY2012/13 the County received one-time revenues of \$9.4 million from the dissolution and disposition of housing and other assets held by the former redevelopment agencies in the county. These one-time revenues are recommended to be used to help pay for increased unfunded liabilities for employee related costs including accrued leave payoff, projected PERS employer rate increases, deferred maintenance for county buildings, shelter and housing needs and/or SB 375 compliance projects, and to help bridge the gap for non-profits (clinics, family resource centers, etc.) given the transition to the ACA during FY2013/14.

The Recommended Budget provides for a workforce of 2,732.9 FTE positions, excluding extra help positions. This reflects a net increase of 151.3 FTE from FY2012/13 Adopted Budget. The additional positions reflect staffing needs to address new mandates and associated services related to AB109 Public Safety Realignment, ACA and cost avoidance measures.

A Budget Summary narrative has been prepared and accompanied by a series of budget tables that are intended to describe the budgeted expenditures and associated revenue used to fund the programs and services in the budget units. The individual Recommended Budget narratives provide the following department information: the purpose; function and responsibilities; significant challenges and accomplishments as identified by the department head; workload indicators (where pertinent and relevant); a summary of significant adjustments to the operation or budget; summary of position changes; and identification of pending issues and policy considerations as identified by the Department Head.

The FY2013/14 Recommended Budget addresses known revenue challenges and proposes reductions and adjustments in operating expenditures to address these challenges, while allowing for some continued investments in technology, training, and capital renewal. The Budget includes some one-time funding in the General Fund of \$9.9 million, the Library Fund and several other operational budgets. While there remains uncertainty in funding streams and potential costs, what is certain is that County Department Heads and the Board can anticipate the need for continued discussions and the ongoing review of programs and services in FY2013/14.

The following pages include a financial overview of the FY2013/14 Recommended Budget.

FINANCIAL SUMMARY

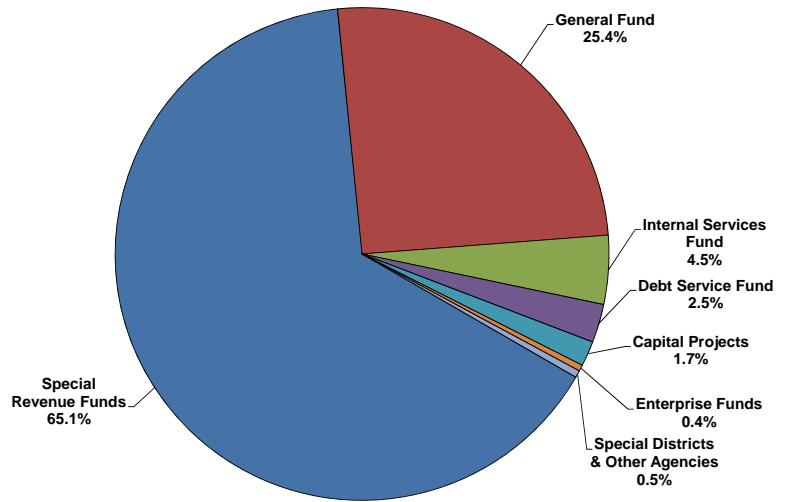
The Summary of All Funds graph provides information on all of the sources of funds included in the budget document. This not only includes Governmental Funds subject to the Budget Act, but Internal Service Funds, Enterprise Funds and Special Districts and Other Agencies.

Special Revenue Funds represent 65.1% of all funds and are restricted to a specific purpose in the delivery of services and programs, such as Health and Social Services, Sheriff, District Attorney, Public Defender and Probation.

The second largest fund category at 25.4% is the General Fund, which includes the majority of the remaining departments under the control of the Board of Supervisors.

Detailed information for the charts on this page is available in *Schedule 1: All Funds Summary* for the Fiscal Year 2013/14.

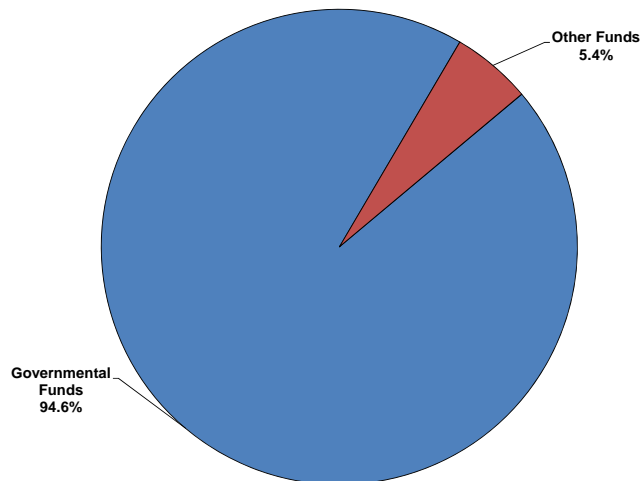
Summary of All Funds for FY2013/14



ALL FUNDS
 Total: \$864,214,312

The Governmental Funds/Other Funds Distribution graph illustrates the distribution of the funds managed by the Board of Supervisors. Governmental Funds represents 94.6% of the funds listed in the chart. Governmental Funds characterize what is referred to in this document as the Total Budget. Other Funds include the Internal Service Funds, Enterprise Funds and Special Districts and Other Agencies.

Governmental Funds/Other Funds Distribution for FY2013/14



The Governmental Funds Spending Plan by Function graph portrays a total of \$817.7 million. The graph indicates the percent of the total for each of the functional areas required within the Governmental Funds part of the County Budget.

Public Protection represents the single largest category of County expenditures at 23.7% in the FY2013/14 Recommended Budget, which is an increase from the 21.9% share of the FY2012/13 Adopted Budget. Public Protection spending is projected to increase \$8.9 million in FY2013/14 with the largest contribution to this increase being AB109 2011 Public Safety Realignment duties.

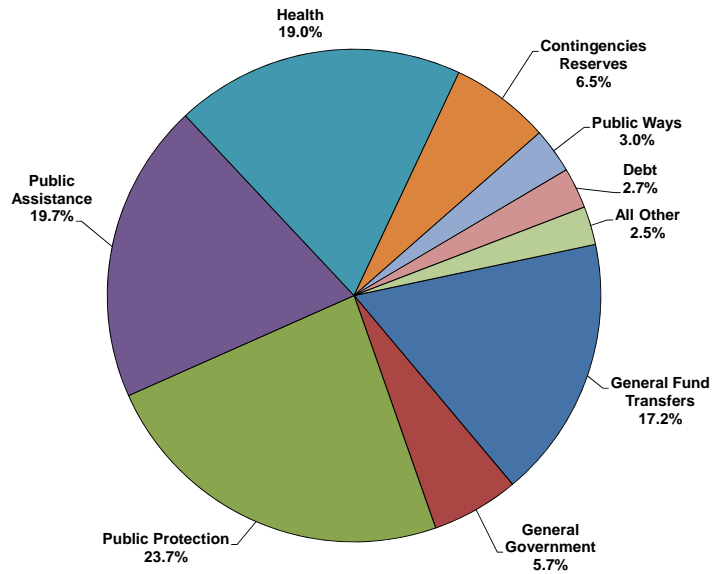
Public Assistance at 19.7% and Health at 19% represent the social safety net function of County government, which represents a collective increase from the 18.5% and 15.3%, respectively, in the share of projected County expenditures for FY2012/13. Public Assistance spending is projected to increase \$4.8 million and Health spending is projected to increase \$26.2 million in FY2013/14, primarily due to the implementation of the Affordable Care Act and other shifts in services as the state realigns its delivery of health and social services.

Contingencies & Reserves declined from a 7.9% share of the FY2012/13 Adopted Budget to a 6.5% share of the FY2013/14 Recommended Budget.

The Revenues by Source graph illustrates the different sources of funding to finance the Governmental Funds Budget. The largest revenue sources are Intergovernmental Revenue from State and Federal agencies, which collectively account for 40.7% of the FY2013/14 Recommended Budget, and generally have specific requirements on how they can be used. Intergovernmental Revenue-Other decreased by \$15.2 million with the elimination of former pass-through revenues from redevelopment agencies. Conversely, property taxes increased due to \$17.3 million in ABX1 26 Residual Taxes and Pass-Through revenues. Taxes represent 16.4% of the FY2013/14 revenue projections, which is up from the 13.5% share in FY2012/13. This also represents a \$2.1 million increase in projected tax revenues.

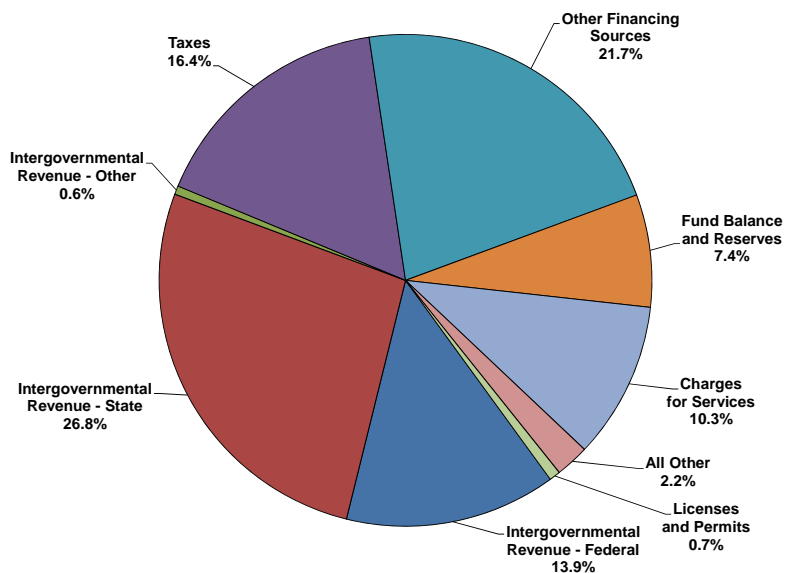
Other Financing Sources represent 21.7% share of the FY2013/14 revenues, which is an increase from 18.7% share in FY2012/13. Fund Balance and Reserves represent a 7.4% share of the FY2013/14 revenues, which is a decline from the 8.5% share in FY2012/13.

Spending Plan by Function for FY2013/14



**GOVERNMENTAL FUNDS
Total: \$817,735,009**

Revenues by Source for FY2013/14



The General Fund Spending Plan (Fund 1) graph portrays a total of \$219.2 million. The Public Safety category represents the single largest category of expenditures at 40.6% in FY2013/14, which is an increase from the 39.1% share in FY2012/13. This category includes the Sheriff, District Attorney, Public and Conflict Defender, Other Public Defense and Probation.

The General Government/All Other category represents 30.3% share in FY2013/14, a decline from 31.4% share in FY2012/13. Functions listed under this category include Agricultural Commissioner, Resource Management, Legislative, Administrative and Financing.

Health & Social Services is the third largest category of General Fund use at 9.6% of the total, which is slightly less than the 9.9% share in FY2012/13. The County's Maintenance of Effort (MOE) for the Courts is 4.2% of the total.

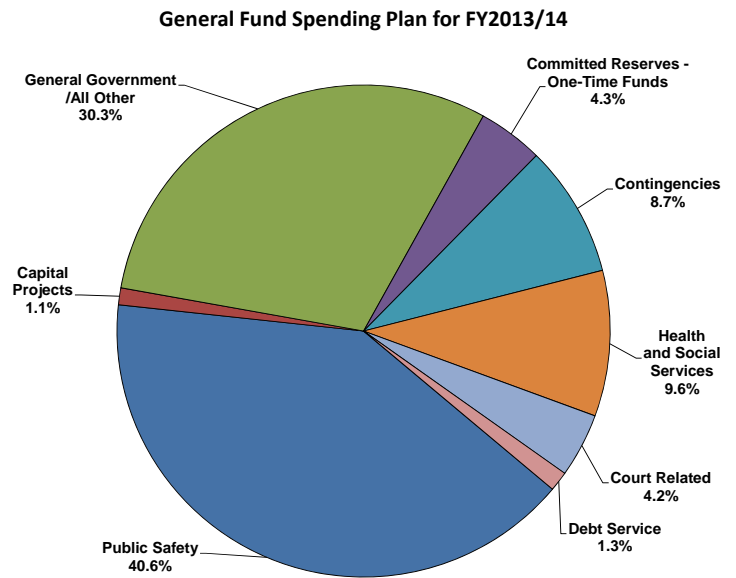
The Recommended Budget includes \$9.4 million in one-time funds that is being allocated to committed reserves to help stabilize the impact of known future obligations on the budget.

The Sources of General Fund Revenue graph provides information concerning General Fund financing for County operations.

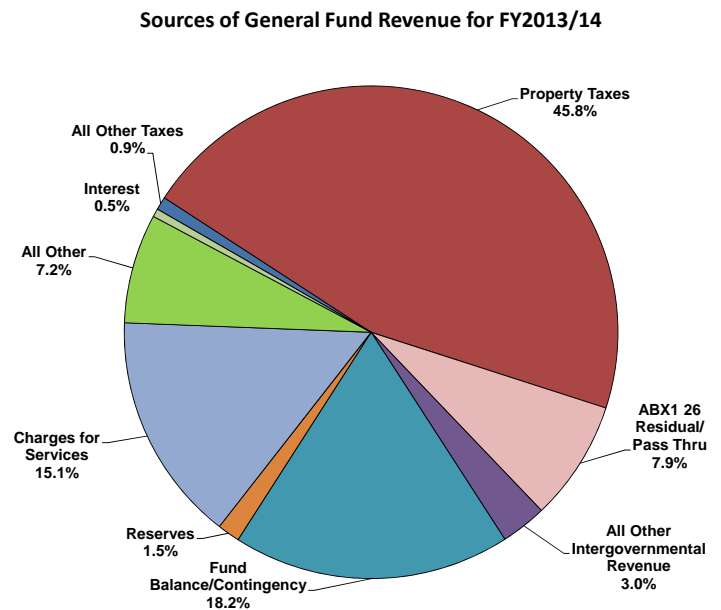
Revenues derived from property values account for over half of General Fund revenues, with Property Taxes at 45.8% and ABX1 26 Residual and Pass-Through at 7.9%. Property taxes include secured, unsecured, supplemental, utility roll, property tax in lieu of Vehicle License Fee (VLF) and property transfer tax. The FY2013/14 Recommended Budget projects no net change in these property-related revenues when compared to the FY2012/13 Adopted Budget.

The next largest category is Fund Balance/Contingency at 18.2%. The General Fund projected Fund Balance at the end of FY2012/13 becomes a means of financing for the FY2013/14 Recommended Budget.

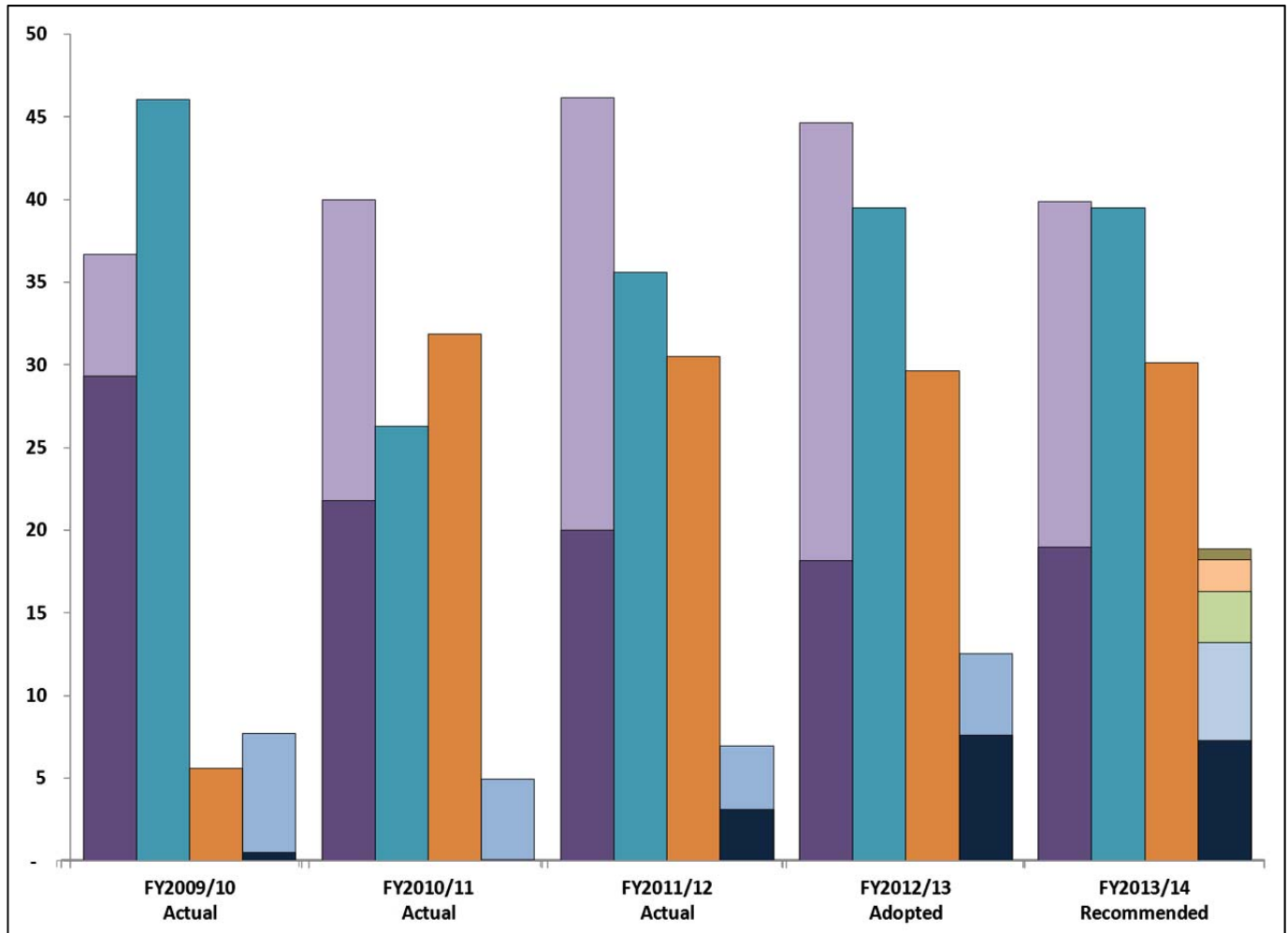
As shown, the third largest category is Charges for Services at 15.1%, which includes, for example, fees, permits, licenses, property tax administration fees and reimbursements for County costs of service.



GENERAL FUND
Total: \$219,184,724



History of General Fund Reserves, Designations & Fund Balance



- Beginning Fund Balance
- Contingencies
- General Reserves
- Long-term Receivables for General Fund obligations, including Pension Obligation Bonds
- Deferred Maintenance
- Accrued Employee Leave Payoff
- Employer PERS Rate Increase
- Housing/SB375
- Non-County Agencies

The History of General Fund Reserves, Designations and Fund Balance graph depicts the fluctuations in the availability of key reserves and the Fund Balance as the County managed its way through the ramifications of the Great Recession and the local housing market collapse. During the hot housing market, the County grew its programs modestly and set aside excess revenues in Reserves in anticipation of an inevitable correction in the market. In establishing these Reserves, the County’s intent was to draw from these resources and strategically step-down programs to align ongoing expenditures with ongoing revenues. However, the rate of decline in County revenues outpaced projections. During this period, the state implemented changes to criminal justice, health care and social services programs as well as dissolved redevelopment agencies. These changes provided one-time revenues that augmented cost containment efforts, which allowed the County to direct resources back to these funds to ensure a sustainable source of funds to help manage future known and unknown fiscal exposures.

The FY2013/14 Recommended Budget reflects the total funding of the following designated reserves: Deferred Maintenance at \$7.3 million, Accrued Employee Leave Payoff at \$5.9 million, Employer PERS Rate Increase at \$3 million, Housing/SB375 implementation at \$2 million, and Non-County Agencies at \$500,000. General Fund Reserves is projected to remain unchanged

from FY2012/13 at \$39.5 million. Fund Balance is projected at \$39.8 million, which includes \$19 million for Contingencies. The Long-Term Receivables is \$30.1 million.

FUNDED AND UNFUNDED OBLIGATIONS AND LIABILITIES - General Fund & Other Funds

The Board adopted financial policies and over-arching principles intended to position the County in addressing the range of investments necessary for the County to sustain and provide services. In better economic times the Board consciously set monies aside to fund and finance some of these obligations, liabilities, and responsibilities. The County has weathered the past few years due to the strong fiscal policies established by the Board and the execution of those policies by the County Departments. The establishment of the various General Fund Reserves and the funding of the General Reserve has allowed us to endure the past few years. We are anticipating some stabilization in the economy for FY2013/14. However, there looms some significant unknowns that will have a financial impact on the County and further cost containment efforts may be necessary. In the following paragraphs, we discuss the unfunded obligations and potential liabilities that lie ahead.

Accrued Leave

In accordance with the Board's Fund Balance Policy, the Board established and maintains a General Fund Reserve for Accrued Leave Payoff. Each year the County continues to access these funds to pay for any unanticipated leave payoff that department's cannot absorb with existing appropriations. We expect this trend to continue. In fact, based on the composition of the County's aging workforce, we anticipate a higher utilization of Accrued Leave Payoff funds in FY2013/14.

The current composition of the County's workforce includes a number of 'baby boomers'. Based on an analysis of the Projected Leave Payout as prepared by the Auditor-Controller's Office (dated in March 2012), the estimated cost of the sick leave and vacation leave accruals for those employees likely to retire in the next five years (those with at least 5 years of service and 50+ years or older), is estimated at \$18.5 million. The "expected" General Fund share of the leave payout for this group is estimated at \$11 million. To properly fund this anticipated cost, the Reserve for Accrued Leave should be increased by \$1.8 million. Therefore, the CAO is recommending the Board increase the Reserve for Accrued Leave by an additional \$1.8 million from the one-time revenues anticipated at the end of FY2012/13.

CalPERS Retirement Rates

The CalPERS Board of Directors as recently as April 2013 approved significant changes to their actuarial assumptions effective FY2015/16 to improve the funded status of the Plan. The changes will include new smoothing and amortization methods. CalPERS will use a fixed 25-year amortization period for unfunded gains and losses rather than a rolling 30-year amortization period. This change in method will impact the County's FY2015/16 CalPERS retirement rate. In addition, the CalPERS Board is also considering at a later time to reduce the discount rate from the current rate of 7.5% to 7.25%. This will cause a corresponding increase in the employer rate that will be phased in over a period of 5 years. Another change being considered is to increase the life expectancy since people are living longer and therefore this will require retirement benefits paid over a longer period of time. This change will also increase our employer rates.

These changes are expected to be implemented by CalPERS beginning in FY2015/16 through FY2019/20 (over a 5-year period) and will increase the employer rates by as much as 50%. Therefore, with the current change in actuarial assumptions and the future proposed changes, the CAO is recommending the Board fund the Reserve for Employer PERS Rate increases in the amount of \$3 million from the one-time revenues anticipated at the end of FY2012/13.

Capital Renewal & County Facilities (Deferred Capital/Maintenance Projects)

The protracted effects of the 2008 recession have required the Board to make strategic decisions regarding the use of available financial resources. While the first priority has been to address the delivery of current services, the Board has been making concerted efforts to reduce the operational funding deficit (gap) between ongoing revenues and ongoing expenditures. This has resulted in a focus shift on how some programs are managed and at what levels services are delivered. As part of that process, the Board has had to prioritize and balance how it can direct its limited resources toward investments that result in long-term cost reductions or cost avoidance, and still address other financial obligations related to County operations and countywide priorities.

In the area of County buildings, building systems and related infrastructure, in 2007 the Board established a committed fund balance for deferred capital/maintenance projects to fund deferred maintenance of County facilities. The Board's adopted policies and strategies to address unfunded liabilities center on the need to:

-
- replace infrastructure and building systems in aging County facilities where County public services are provided;
 - achieve code compliance in relation to current regulations; and
 - effectively manage/reduce the County's risks associated with the programs dispensed from County-occupied buildings.

Since 1992 the Board has established and collected fees on residential and commercial construction within the county to aid the construction of new County facilities to handle the corresponding growth in demand for County services. (Refer to the Public Facilities Fees budget.) Annually, through the review and approval of the 5-Year Capital Facilities Improvement Plan (CIP), the Board reviews the status of County building infrastructure and maintenance needs. The Board weighs these exposures against available resources to determine how to budget for these facility demands. The CIP approved by the Board on May 14, 2013 reflects unfunded deferred maintenance and infrastructure projects for the coming five years and estimates this to be approximately \$106 million. (Refer to the Capital Projects section for the CIP of CIP projects.)

The Board established a General Fund Deferred Maintenance Reserve to set aside funds for unexpected maintenance and/or future maintenance projects in order to address the needs identified in the CIP. The Reserve has a current balance of \$7.6 million. It is recommended that the Board increase the reserve by \$2.1 million using the one-time revenues anticipated at the end of FY2012/13.

OVERVIEW OF THE FEDERAL AND STATE BUDGETS

Federal Budget Update

Congress is behind schedule on the fiscal year 2014 budget and appropriations process due to complications stemming from sequestration and the delay in setting spending levels for the final months of the current fiscal year. Nevertheless, lawmakers in both chambers have managed to pass their respective budget resolutions and are now beginning the process of crafting the 12 individual spending bills for next fiscal year.

In the House, members approved a budget resolution (H Con Res 25) in March. Sponsored by Budget Committee Chairman Paul Ryan (R-WI), the resolution seeks to balance the budget in 10 years and calls for reducing projected spending by \$4.6 trillion through cuts to domestic programs, repealing the 2010 health care law, and overhauling the tax code. In addition, the non-binding resolution recommends transforming the Medicaid and food stamp programs into block grants to States.

Following House approval of its budget plan, the Senate adopted its first budget resolution in four years. The Democratic proposal (S Con Res 8), sponsored by Budget Committee Chairwoman Patty Murray (D-WA), would end the 10-year budgetary timeframe with a \$566 billion deficit. It would, however, reduce the overall deficit by roughly \$1.85 trillion through a mix of spending cuts and tax increases. Unlike Ryan's budget, the Democratic plan includes a replacement of the sequester in its deficit reduction estimate.

For his part, President Obama released his long awaited \$3.77 trillion budget proposal on April 10. Under the administration's plan, the nation's deficit would drop to \$744 billion beginning next fiscal year and continue a steady downward decline through the budget's 10-year timeframe. The debt, on the other hand, would rise \$8.1 trillion to \$25.3 trillion over the next decade. With regard to sequestration, the president's budget proposes to replace the cuts with other deficit-reduction measures, including spending cuts to entitlement programs and new tax increases.

Incidentally, release of the Obama administration's budget was roughly two-months behind schedule. As a result, the document was not considered in the context of the development of the House and Senate's fiscal year 2014 budget resolutions.

Given the stark differences between the two chambers' budget blueprints, it is likely that Congress will be unable to produce a final budget resolution. In the absence of a finished product, the House and Senate Appropriations Committees have set their own top-line spending levels for fiscal year 2014, with the House opting to abide by the roughly \$967 billion spending cap set by the *Budget Control Act* (BCA), which reflects the sequester. The Senate, on the other hand, appears ready to ignore sequestration and instead consider spending bills under a \$1.058 trillion cap.

Finally, with regard to implementation of the sequester, the BCA's spending cuts went into effect as planned on March 1. The law requires an annual reduction of roughly five percent for nondefense, domestic spending programs and eight percent for defense programs. However, given that the cuts must be achieved over only seven months instead of 12, the White House

Office of Management and Budget (OMB) estimates that the effective percentage reductions will be approximately nine percent for nondefense programs and 13 percent for defense programs.

State Budget Update

On May 14, Governor Jerry Brown released the May Revision to his FY2013/14 budget proposal. This May Revision improves on the Governor's January budget proposal in some important ways, but also underscores key challenges still facing our state.

As summarized by the California Budget Project, the May Revision moves California toward a state-led expansion of Medi-Cal and affirms the Governor's proposal to restructure school finance to provide additional dollars for districts with high concentrations of disadvantaged students. The May Revision revamps the Governor's January proposal to restructure adult education in California, while putting forth major reforms to the state's Enterprise Zone Program. The Governor's revised budget reflects a fiscal and economic outlook for the coming year that is worse than had been expected, due to recent federal actions including not extending the 2 percent payroll tax deduction in place in 2011 and 2012 and the sequester of billions of dollars in federal spending – actions not included in the Administration's January forecast and weak economic growth. The Governor's revised budget does not include any major restorations in funding for health and human services programs. This is at a time when poverty and long-term unemployment are still high, and with the safety net and critical employment services severely weakened by recent years' spending cuts. The May Revision maintains a plan for reducing the state's budgetary debt from \$35 billion in FY2010/11 to less than \$5 billion by FY2016/17 and includes a \$1.1 billion contribution to the state's Special Fund for Economic Uncertainties.

State General Fund revenues in the May Revision are forecast to be \$2.8 billion higher than originally projected for FY2012/13 (increasing from \$95.4 billion to \$98.2 billion), but \$1.3 billion lower for FY2013/14 (decreasing from \$98.5 billion to \$97.2 billion). Additional revenues are allocated to K-12 schools and community colleges based on the assumed FY2012/13 Proposition 98 minimum funding level. Proposition 98 funding increases by \$2.9 billion for FY2012/13 and decreases by \$941.4 million in FY2013/14 in comparison to January projections.

In addition, the Governor in January proposed to link the Medi-Cal expansion to his proposal to “capture,” for the state's benefit, some of the funding that counties now use to provide health care to low-income, uninsured (“medically indigent”) Californians – many of whom should enroll in Medi-Cal under the expansion. Specifically, the Governor proposed to transfer – or “realign” – certain human services programs from the state to the counties. Under the Governor's January proposal, counties would fund their new responsibilities with a portion of the dollars that they currently receive to provide adult indigent health care – dollars that counties presumably would not need as more Californians enroll in Medi-Cal. In Solano County, adult indigent health care is provided through the Counties Medical Services Program (CMSP), which is made up of thirty-five primarily rural counties and is administered through a partnership with Anthem Blue Cross Life & Health Insurance Company and MedImpact. The potential impact to Solano County is the loss of not only the indigent care funds from 1991 Realignment but the loss of funding to Public Health Programs which include: public health administration, vital statistics, Maternal Child Health, WIC/ Nutrition Programs, Public Health Nursing and Education, public health lab, and communicable disease. The county receives approximately \$14.5 million per year of health realignment funds. Over \$6 million is dedicated to public health programs.

The May Revision drops the Governor's county-based approach and commits to a state-led Medi-Cal expansion. Newly eligible Californians would enroll in Medi-Cal and receive the same benefits available to other Medi-Cal enrollees. The May Revision also maintains – and provides new details about – the Governor's proposal to link the Medi-Cal expansion to a major realignment of responsibilities for human services from the state to the counties. The Governor proposes that counties “assume greater financial responsibility” for CalWORKs, CalWORKs child care, and operation of the CalFresh food assistance program, thereby generating substantial state savings. Under the Governor's proposal, these new county costs would be funded with county savings attributable to health care reform. The state would determine county savings by comparing counties' available health care revenues to their costs for providing health care to the remaining uninsured. Savings would be “redirected” to the human services programs, with this shift beginning in 2013-14 as the state implements the Medi-Cal expansion. The Administration suggests that the redirected dollars – that is, funding shifted from counties' health care infrastructure – could total \$300 million in FY2013/14, rising to \$1.3 billion by FY2015/16.

On a May 14 briefing call, Administration officials indicated that the proposal would amount to a “fiscal transfer” for all programs during FY2013/14, after which counties would have increased flexibility with respect to CalWORKs and related child care programs. From a funding-shift perspective, it is uncertain exactly what impact this would have on Solano County because the

criteria for eligibility have yet to be released by the State. The administration has dedicated over \$71 million for counties to administer the ACA. Solano will receive approximately \$600k to \$700k to administer this program.

The May Revision does not restore adult dental care or other optional Medi-Cal benefits eliminated in 2009. The FY2009/10 budget agreement eliminated certain benefits that had previously been available under Medi-Cal, such as dental care for adults. The May Revision maintains the 10 percent Medi-Cal rate cut for doctors, dentists, pharmacists, and other providers who participate in Medi-Cal stemming from in the FY2011/12 budget agreement.

The May Revision does not restore child care slots lost in recent years. Since FY2008/09, annual funding for child care has been reduced by nearly \$1 billion, resulting in the elimination of 110,000 child care and development “slots” – about one-quarter of the total slots funded through the state budget in FY2008/09. As with the Governor’s January budget proposal, the May Revision generally maintains the prior year’s funding levels for subsidized child care and preschool programs.

The May Revision leaves the CalWORKs grant unchanged, with no automatic cost-of-living adjustment (COLA). The current CalWORKS maximum aid payment, at \$638 for a family of three, leaves families well below poverty. At 39.2 percent of the federal poverty line, the grant is even significantly below “deep poverty.” Since 2008, lawmakers have reduced the grant by a total of 12 percent, frozen the COLA in many years, and finally ended the COLA. The administration has added over \$48 million to administer early engagement of clients into CalWORKs welfare to work programs. These services include a more streamline assessment, family stabilization and wage subsidy programs.

FY2013/14 GENERAL FUND RECOMMENDED BUDGET

The County’s FY2013/14 Recommended Budget for the General Fund of \$219.2 million is balanced with revenues of \$176.1 million, drawdowns of \$800,000 from the Reserve for Accrued Leave, \$2.4 million from the Reserve for Deferred Maintenance and the remainder being funded by Fund Balance.

The Recommended Budget for General Fund reflects an increase in revenues of \$2.7 million when compared to the FY2012/13 Adopted Budget of \$173.4 million. The increase in revenues is primarily attributed to an anticipated increase in Tax Revenues of \$2.1 million from the redistribution of residual taxes in the dissolution of the redevelopment agencies. While there was a lot of uncertainty last fiscal year and there still remains uncertainty with Redevelopment Dissolution, in FY2012/13, the financial impact was less severe. The County received a share of the tax increment revenues (ABX1 26 Residual Taxes) formerly distributed to the redevelopment agencies; and we received Pass-through revenues (ABX1 26 Pass Through). We anticipate the County will continue to receive a share of the residual taxes and Pass-through, however, there are still many lawsuits and proposed legislation pending that may impact the distribution of the former redevelopment tax increment and therefore, impact our share of those taxes in the coming year.

The Recommended Budget reflects reduced General Fund appropriations of \$219.2 million when compared to FY2012/13 Adopted Budget of \$221.7 million. The net decrease of \$2.5 million is primarily due one-time transfers totaling \$4.3 million in the prior year to fund the Fouts Springs Boys Ranch demobilization and a one-time debt service transfer. The Health & Social Services Fund is anticipating a decrease in GF Contribution of approximately \$0.8 million due to an anticipated decrease in some Public Assistance expenditures. The decreases were offset by an increase in General Fund Contribution to the Public Safety departments of \$2.4 million primarily due to the Sheriff’s Office in anticipation of the new AB900 Claybank Jail opening in Spring 2014.

GENERAL FUND FISCAL PROJECTIONS

Solano County uses Fiscal Projections to provide insight into future trends for General Fund Revenues and Expenditures. Doing so allows the County to work proactively with departments to address potential program impacts in future years.

The Fiscal Projections shown below include the FY2012/13 Third Quarter projections for comparison only. Using the FY2013/14 Recommended Budget as the starting point, revenues and expenditures are forecast through FY2015/16. While projections beyond 2016 are possible, it is more difficult to provide a meaningful longer forecast in light of the constantly changing dynamics of current conditions – the current local economy and existing deficits in the State and Federal budgets, and the still-to-be-taken actions by the Legislature and Congress and other agencies.

Solano County
General Fund - Fiscal Projection
FY2013/14 Recommended Budget
 (in millions of dollars)

	Third Quarter Projection For 6/30/13	Recommended Budget FY2013/14	Projected Budget FY2014/15	Projected Budget FY2015/16
a General Fund, Beginning Balance	\$ 44.620	39.859	25.000	25.000
TO Reserves:				
General Reserves	(5.500)			
Accrued Leave Payoff	(1.000)	(1.800)		
Deferred Maintenance	(4.463)	(2.101)		
Housing/SB375		(2.000)		
Employer CalPERS Rate Increases		(3.000)		
Long-Term Receivable (Solano360 project)		(0.500)		
ASSIGNED FB: Non-County Agencies		(0.500)		
b Subtotal - TO Reserves	(10.963)	(9.901)	0.000	0.000
FROM Reserves:				
General Reserves	2.800	-	6.000	6.000
Accrued Leave Payoff	0.800	0.800	0.800	0.800
Deferred Maintenance	0.000	2.428	-	-
Encumbrances	0.682	-	-	-
c Subtotal - FROM Reserves	4.282	3.228	6.800	6.800
d Net Increase (Decrease) in Funding Sources: (b+c)	(6.681)	(6.673)	6.800	6.800
e TOTAL AVAILABLE FINANCING (a+d)	37.939	33.186	31.800	31.800
f Operating Expenditures (excluding Contingencies/transfers to Reserves)	183.055	190.281	192.442	198.128
g Contingencies	0.000	19.000	19.300	20.000
h Total Operating Expenditures	183.055	209.281	211.742	218.128
i Operating Revenues (excluding transfers from Reserves)	184.975	176.098	176.560	178.113
j Operating Expenditures (excluding Contingencies/transfers to Reserves)	183.055	190.281	192.442	198.128
k Net Operating Revenues over (under) Expenditures [known as the Operational Deficit] (i-j)	\$ 1.920	(14.183)	(15.882)	(20.015)

Revenue Assumptions - From General Revenue Projections:

The County's General Fund Budget is financed with General Revenues (refer to Budget Unit 1101), the use of certain one-time revenues, Fund Balance, and General Reserves, if necessary. The FY2013/14 Recommended Budget includes the use of \$800,000 from the General Fund – Reserve for Accrued Leave Payoff and \$2.4 million from the General Fund Deferred Maintenance Reserve.

The significant Revenue Assumptions from the General Revenues budget include:

- Current Secured Property Taxes are projected to decrease by \$462,000 when compared to the FY2012/13 Adopted Budget. However, it should be noted that the Recommended Budget for Secured Taxes and Property Taxes in Lieu of VLF reflect an anticipated increase of 1%, or approximately \$700,000, when compared to the FY2012/13 Third Quarter Projections. It is anticipated to increase 1% in FY2014/15 and FY2015/16. Solano County is still experiencing a slow recovery in the residential housing market.
- Current Unsecured Property Taxes are expected to increase \$730,000 due to increase in business property values from the wind farms. It is projected to remain flat in FY2014/15 and FY2015/16 as there are a number of appeals from large businesses that may impact these projected revenues.
- Disposal fees are projected to decrease by \$380,000 due to an expected decrease in tonnage at both landfills. Tonnages are expected to decrease at one of the landfills due to potential loss in a contract and at the other landfill due to a decrease in waste received due to higher diversion rates (increased recycling). However, new disposal contracts by the active landfills within Solano County may stabilize or possibly increase disposal fees in the future.
- There is an anticipated net increase of \$2.125 million in property tax revenues related to the Redevelopment Dissolution. The County is anticipating \$13.43 million in ABX1 26 Pass-Through payments which represents the General Fund's share of former pass-through agreements. In addition, the County is anticipating \$3.895 million in Residual Taxes which are distributed to the taxing entities after payment of the enforceable obligations and pass-through payments of the successor agencies. The County had budgeted \$15.2 million in FY2012/13 Adopted Budget for Redevelopment Pass-Through (Charges for Services) which is no longer recognized as this type of revenue due to the dissolution of the RDAs. These revenues are expected to remain flat in FY2014/15 and FY2015/16 due to a significant number of lawsuits regarding the redevelopment agencies. However, even a 'flat' projection is uncertain given the number of lawsuits still unresolved.

In addition to General Revenues, the County budget is financed by Proposition 172 revenues for Public Safety and 1991 Realignment fund (State Sales Tax and VLF) for Health & Social Services (H&SS). While these revenues do not go directly into the General Fund, they indirectly impact the General Fund. The Recommended Budget reflects \$30.765 million in Prop.172 funding, an increase of \$1.5 million and \$39.4 million in 1991 Realignment revenues, an increase of \$1.6 million. As Prop. 172 funds increase for the County, then the General Fund contribution to the Public Safety Fund Departments may be reduced correspondingly. If Federal and State revenues come in higher than anticipated, then General Fund Contribution may be reduced as long as the County's Maintenance of Effort is met.

Expenditure Assumptions:

- As discussed above, retirement costs are projected to continue to increase through FY2015/16; based on previously proposed rates from CalPERS, we have included 7% increase in FY2014/15 and FY2015/16. However, these rates do not consider future changes in actuarial assumptions currently under discussion by CalPERS.
- Health insurance costs are projected to increase 10% per year based on past rate history, but do not reflect potential impacts from ACA.
- The General Fund Contribution through FY2014/15:
 - General Fund support for Public Safety is projected to increase from \$89.2 million to \$95.2 million; a \$6 million increase. This increase takes into consideration salary and benefit increases and additional jail support costs for a portion of FY2013/14 as the new AB900 jail becomes operational in late spring.
 - The projections for H&SS include minimal increase of 1% for Social Services, however for all other County Departments there is no increase reflected for increases.

- The FY2013/14 Recommended Budget includes a Contingency appropriation of \$19,000,000 based on Board policy.

Continuance of General Fund Deficit Reduction Strategies for FY2013/14:

The FY2012/13 Budget was adopted with the expectation that the County continue its reduction efforts throughout the year to address the persistent deficit in the General Fund as well as other funds. This has resulted in the Library Fund being structurally balanced in FY2013/14 and the County General Fund shrinking to its lowest level since 2009. The Department Heads and the CAO continue to utilize the Board adopted Budget Strategies to guide the departments in their continuing efforts to contain costs and where possible, reduce further.

***Strategy 1:** Elimination or freezing of all vacant positions and only fill positions that are “Mission Critical” to the organization*

***Strategy 2:** Continue to review all discretionary and mandatory programs*

***Strategy 3:** Continue to seek additional employee concessions, in addition to the current MOUs and agreements in place or in progress*

***Strategy 4:** Continue to reduce General Fund Contribution to Health & Social Services and Public Safety departments, reducing the level of service to the community*

***Strategy 5:** Continue reducing the County’s footprint in buildings in Fairfield, Vallejo and Vacaville, and move employees out of leased space in County-owned space; consider selling older/outdated County buildings to reduce operational expenses*

***Strategy 6:** Continue automating the delivery of services so reorganization/downsizing opportunities can continue*

PENDING ISSUES:

Supplemental Budget:

The Recommended Budget document was prepared early in the month of May to facilitate a May release and longer review period prior to Budget Hearings in June. To accommodate the earlier release, we have reflected in the department budgets only the known and approved State and Federal programs changes as of May 15, which will take effect July 1, 2013.

Historically, the County Administrator’s Office prepares a Supplemental Budget document following the completion and distribution of the Recommended Budget, as more of an administrative function, primarily to address accounting notations. To the degree possible, the Supplemental Budget may reflect additional program and service changes including possible reductions that can be expected based on the Governor’s May Revision. Unfortunately, we do not know the speed in which the California State Legislature will act on the Governor’s proposals in the May Budget Revision. With the passage of Proposition 30 – the temporary sales tax measure- the State has received some financial relief. However, with the implementation of the Affordable Care Act on the horizon, there remains a lot of uncertainty and unknowns at the State level that could significantly distress the County’s FY2013/14 Budget (e.g. 1991 Realignment) and several other operational budgets. If this materializes in the coming weeks, the CAO and County Departments will return to the Board with additional budget recommendations.

Affordable Care Act: The Governor has proposed to shift certain programs from the State to the counties. The program shift and revenue shift exposes the County to a loss in revenue of up to \$3 million due to health care realignment.

AB109 Growth Factor. The budget recommended by the Solano Community Corrections Partnership (CCP) included the appropriation of AB109 growth funds based on a proposed allocation provided by the Realignment Allocation Committee (RAC). The proposed allocation, which was anticipated to be included in the Governor’s May Revision, is still under evaluation by the RAC and is yet to be finalized. The Solano County AB109 growth allocation is anticipated to be \$727,416 and has been included in the \$15.7 million as available FY2013/14 funding. The County is continuing to monitor the status of the AB109 growth allocation and will provide an update on the funding when available.

Property Tax Appeals. Currently there are 835 active property tax appeals on file with the County Clerk representing \$9.5 billion (cumulative over 10 years) in assessed value. This is a significant amount given that the total annual valuation of Solano County is only \$39.2 billion. The final resolution of these appeals can have a significant impact on the County’s property tax revenues in the future.

Capital Renewal and Major Maintenance – County Roads and Bridges

As required by law, the Board adopted a 5-Year Capital Investment Plan for Roads and Bridges on December 4, 2012, which shows an estimated \$5 million in unfunded road maintenance and bridge replacement projects. The Board's existing policy has been for the County to secure State and Federal funds for large projects, such as bridge replacements and major road reconstruction, and to use the local Road Fund to provide for all other required maintenance. As State and Federal funding for this area of responsibility continue to diminish, other options and further consideration regarding this area of liability and responsibility will be necessary. (Refer to Public Ways budget.)

SUMMARY OF RECOMMENDATIONS:

Listed below are some important recommendations for the Board's consideration using the one-time funds received in FY2012/13. The CAO recommends the following:

1. Increase the Reserve for Accrued Employee Leave Payoff by an additional \$1,800,000.
2. Establish the Reserve for PERS Employer Rate Increases in the amount of \$3,000,000.
3. Increase the Reserve for Deferred Maintenance \$2,101,715
4. Establish a Reserve for Housing/SB375 Implementation in the amount of \$2,000,000
5. Appropriate \$500,000 as a Contribution to Non-County Agencies

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Permanent Position Summary
Birgitta E. Corsello, County Administrator

PERMANENT POSITION ALLOCATION

The FY2013/14 Recommended Budget reflects a total of 2,732.9 allocated positions, an increase of 151.3 positions over the FY2012/13 Adopted Budget. This change primarily reflects the continued implementation of the County's expanded roles in public safety and the delivery of health and social service programs.

Over the past decade, the total number of Full Time Equivalent (FTE) positions has increased and decreased to reflect changing economic conditions and evolving operational requirements. The workforce peaked in FY2008/09 with 3,113.8 allocated positions and declined to a low of 2,497.3 positions in the beginning of FY2011/12 as the County grappled with the effects of the Great Recession and the collapse of the local housing market. The Board offered three rounds of early retirement incentives that resulted in 149 positions being eliminated. By the end of FY2011/12 a total of 190 filled positions had been eliminated and a net of 277.54 vacant positions were deleted.

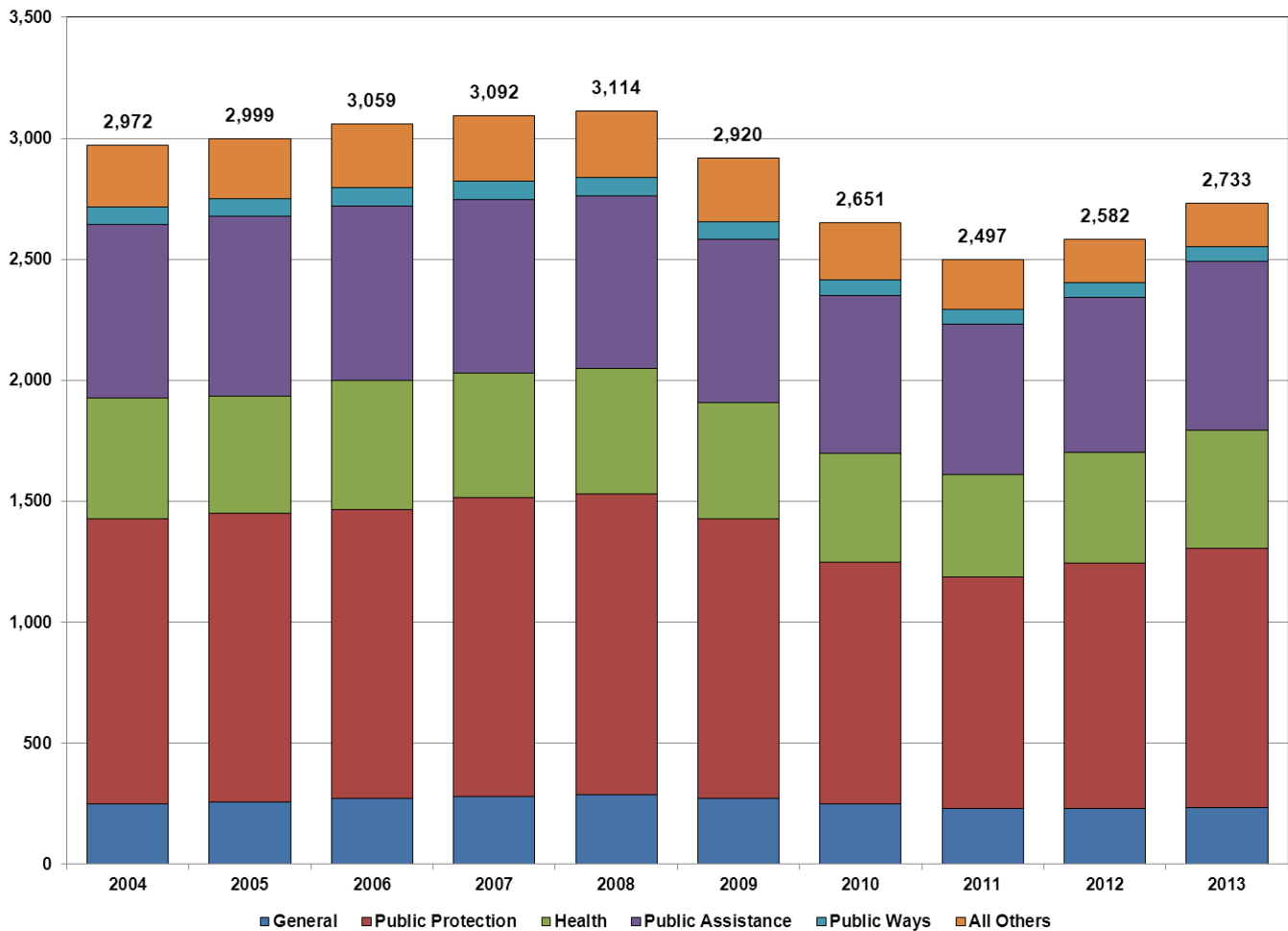
As the County was struggling to stabilize from the economic downturn, State actions realigned a variety of public safety and health programs to the counties. The most significant change in FY2011/12 was the AB 109 Public Safety Realignment legislation, which realigns to local government specific prisoner populations and included funding from the State to local government to hire staff in impacted departments. Sheriff, Probation, District Attorney, Public Defender and Health and Social Services (H&SS) all added staff in FY2011/12. The FY2012/13 budget included additional staff related to public safety realignment as well as allocated positions in H&SS as the County prepared to open Federally Qualified Health Care (FQHC) clinics in Vacaville in Fall 2012 and program changes resulting from the Affordable Care Act. The FY2013/14 Recommended Budget also includes additional staff related to these programs.

Cumulative Changes in Permanent Position Allocations FY2008/09 to FY2013/14

	Change from FY2008/09 to FY2010/12	Change from FY2010/12 to FY2013/14	Change from FY2008/09 to FY2013/14	% Change from FY2008/09 to FY2013/14
General Government	(59.45)	7.00	(52.45)	(18.2%)
Public Protection	(281.50)	111.00	(170.50)	(13.7%)
Public Ways	(14.00)	(0.50)	(14.50)	(19.2%)
Health Services	(98.38)	65.20	(33.18)	(6.4%)
Public Assistance	(89.20)	76.45	(12.75)	(1.8%)
Education	(25.50)	(8.73)	(34.23)	(23.7%)
Recreation	(4.0)	0.60	(3.40)	(37.8%)
Other Funds	(44.50)	(15.40)	(59.90)	(48.5%)
Total Allocation Changes	(616.54)	235.63	(380.91)	(12.2%)

Permanent Position Summary
Birgitta E. Corsello, County Administrator

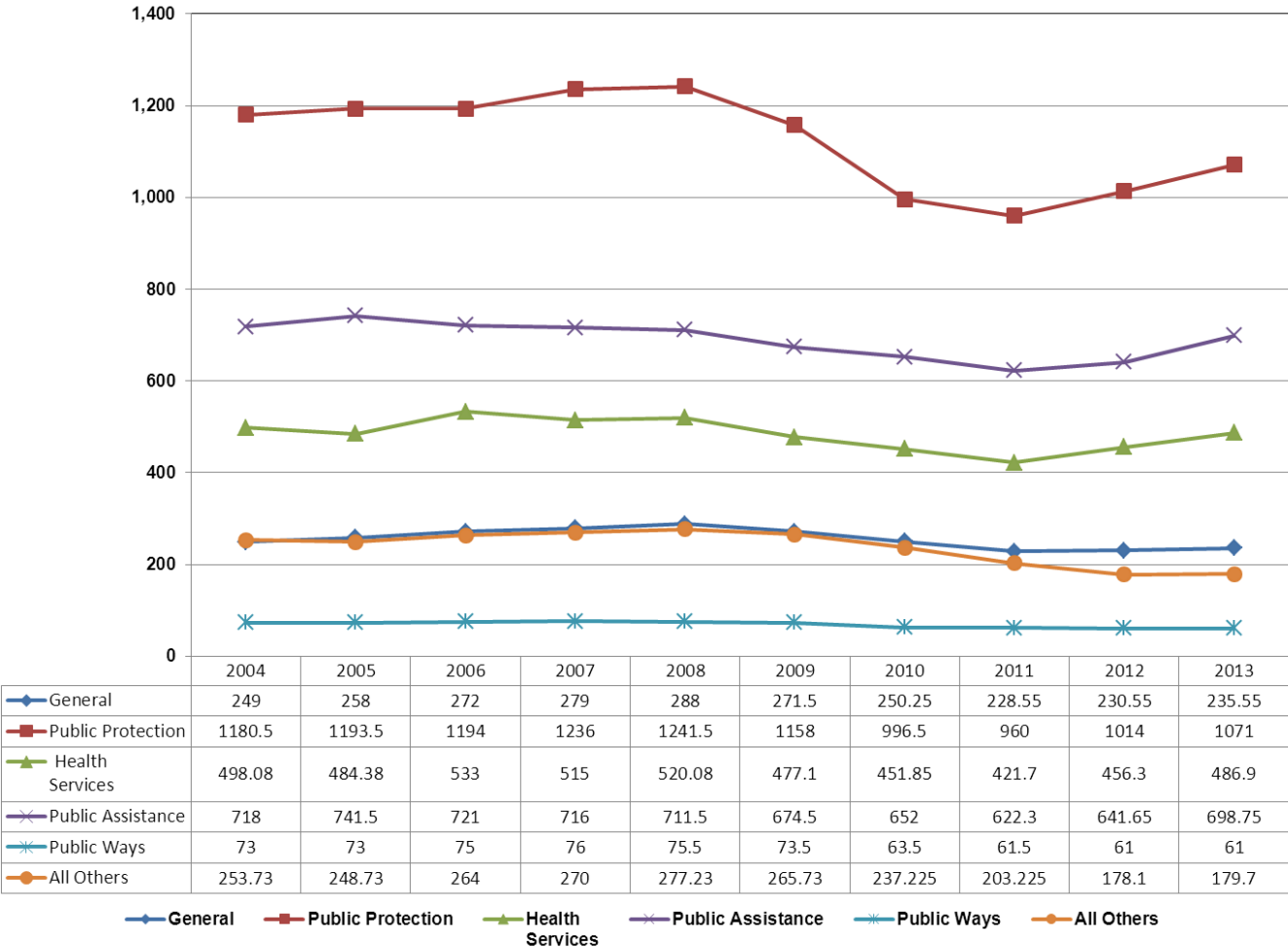
Permanent Position Allocation by Functional Area: FY2004/05 to FY2013/14



Function	Staffing Changes During FY2012/13	Additional Staffing Changes for FY2013/14	Total Change from FY2012/13 to FY2013/14
General Government	1.00	4.00	5.00
Public Protection	20.50	36.50	57.00
Health Services	8.55	22.05	30.60
Public Assistance	24.50	32.60	57.10
Public Ways	0.00	0.000	0.00
All Others	(1.00)	2.60	1.60
ALL FUNCTIONS	53.55	97.75	151.30

Permanent Position Summary
Birgitta E. Corsello, County Administrator

Permanent Position Allocation (Detailed by Function)



Permanent Position Summary

Birgitta E. Corsello, County Administrator

FY2013/14 POSITION ADDITIONS AND DELETIONS

The Position Allocation List is a fluid document, subject to change based on Board actions through the year in reaction to changes in Federal and State funding and mandates and available local funding for County services. The Director of Human Resources has the ability to administratively create medical or military limited-term positions to backfill for employees on extended periods of medical or military leave, and manages the expirations for limited-term positions and other administrative actions delegated to the Director of Human Resources and the County Administrator by the Board.

The County Administrator's Office is recommending 101.75 new FTE positions for approval in the FY2013/14 Recommended Budget. As the County continues to adjust allocated positions to address changes from the Federal and State government, including the dissolution of the redevelopment agencies, AB 109 2011 Public Safety Realignment and the Affordable Care Act, and changes in available funding, it finds itself needing to adjust staffing in response.

The recommended new positions are in the following departments:

GENERAL GOVERNMENT

1117 – General Services – *For AB 900 Claybank Jail, AB 109 2011 Public Safety Realignment*

- 1.0 FTE Building Trades Mechanic (effective 1/1/14)
- 1.0 FTE Stationary Engineer (effective 1/1/14)

1151 – Assessor – *Increased activity in the commercial real estate market*

- 1.0 FTE Senior Appraiser (effective 10/1/13)

1200 – Auditor-Controller – *Operational changes; offset by charges to departments*

- 1.0 FTE Accounting Clerk II (C) (effective 1/1/14)

PUBLIC PROTECTION

2480 – Child Support Services – *Support case management, State and Federal funding*

- 1.0 FTE Office Assistant II (effective 7/7/13)

6550 – Sheriff's Animal Care Services – *Operational changes for expansion of Shelter services*

- 3.0 FTE Animal Care Specialists (effective 10/1/13)
- 1.0 FTE Office Assistant II (effective 10/1/13)

6500 – District Attorney – *Operational changes and public safety/realignment program revenues*

- 1.0 FTE Accountant (effective 10/1/13)
- 1.0 FTE Paralegal (effective 10/1/13)
- 1.0 FTE Deputy District Attorney I-IV (effective 7/1/13)
- 1.0 FTE Legal Secretary (effective 7/1/13)
- 1.0 FTE Victim/Witness Assistant (effective 10/1/13)

6550 – Sheriff – *Operational changes for jail expansion and expanded technology investigations*

- 16.0 FTE Correctional Officers (effective 7/1/13)
- 1.0 FTE Deputy Sheriff (effective 10/1/13)

6650 – Probation – *Operational changes and realignment program revenues*

- 5.0 FTE Deputy Probation Officers (effective 10/1/13)
- 1.0 FTE Supervising Group Counselor (effective 10/1/13)

- 2.0 FTE Group Counselors limited-term to June 30, 2014 (effective 10/1/13)

6530 – Public Defender – Operational changes and realignment program revenues

- 1.0 FTE Deputy Public Defender I-IV (effective 7/1/13)
- 1.0 FTE Legal Secretary (effective 7/1/13)
- 1.0 FTE Legal Secretary limited-term to January 31, 2014 (effective 7/1/13)

6540 – Conflict Defender – Operational changes for new felony court room

- 0.5 FTE Legal Secretary limited-term to January 31, 2014 (effective 7/1/13)

6901 – County Local Revenue Fund – Operational changes and realignment program revenues (assigned to CAO for AB 109 2011 Public Safety Realignment)

- 1.0 FTE Senior Management Analyst (effective 10/1/13)

HEALTH

7501 – H&SS - Administration – Administrative support, and State and Federal compliance monitoring functions, administration overhead charges to all H&SS programs

- 1.5 FTE Office Assistant IIs (effective 7/21/13)
- 1.0 FTE Accountant (effective 7/21/13)
- 1.0 FTE Accounting Clerk II (effective 7/21/13)
- 1.0 FTE Contract and Compliance – TBD (effective 10/1/13)
- 3.0 FTE Contract and Compliance – TBD (effective 1/1/14)

7700 – Behavioral Health – AB 109 2011 Public Safety Realignment and Mental Health Services Act

- 1.0 FTE Psychiatrist (Child-Board Certified) (effective 10/1/13)
- 2.0 FTE Licensed Mental Health Clinicians (effective 10/1/13)

7680 – Social Services – To address case load, Affordable Care Act requirement, State and Federal funding

- 8.0 FTE Eligibility Benefits Specialist IIs (effective 7/7/13)
- 5.0 FTE Office Assistant IIs (effective 7/7/13)
- 4.0 FTE Eligibility Benefits Specialist IIIs (effective 7/7/13)
- 4.0 FTE Eligibility Benefits Specialist Supervisors (effective 7/7/13)
- 1.0 FTE Clerical Operations Supervisor (effective 7/7/13)
- 1.0 FTE Employment/Eligibility Service Manager (effective 7/7/13)
- 0.1 FTE Office Assistant II (effective 7/7/13)
- 1.0 FTE Social Worker III (effective 10/1/13)
- 1.0 FTE Appeals Specialist (effective 10/1/13)

7690 – IHSS – Public Authority – Administration – To address caseload, State and Federal funding

- 1.0 FTE Social Services Worker (effective 10/1/13)
- 0.25 FTE Public Authority Administrator (effective 7/7/13)

Permanent Position Summary
Birgitta E. Corsello, County Administrator

7880 – Health Services – Health Clinics, FQHC and grant funding

- 1.0 FTE Accounting Clerk II (effective 10/1/13)
- 1.0 FTE Medical Assistant (effective 9/1/13)
- 7.0 FTE Medical Assistants (effective 10/1/13)
- 0.1 FTE Clinic Physician (Board Certified) (effective 7/7/13)
- 0.2 FTE Clinic Physician (Board Certified) (effective 7/7/13)
- 1.0 FTE Nurse Practitioner/Physician Assistants (effective 9/1/13)
- 1.0 FTE Nurse Practitioner/Physician Assistants (effective 10/1/13)
- 1.0 FTE Clinic Physician Supervisor (effective 10/1/13)
- 1.0 FTE Public Health Nurse (effective 10/1/13)
- 0.5 FTE Occupational Therapist (effective 10/1/13)
- 1.0 FTE Physical Therapist (effective 10/1/13)
- 1.0 FTE Clinical Psychologist (effective 9/1/13)
- 1.0 FTE Psychiatrist (Board Certified) (effective 9/1/13)
- 1.0 FTE Supervising Public Health Nutritionist (effective 7/21/13)

RECREATION

7000 – Resource Management – Parks Department – New Park operational model, funded with property taxes and Park fees

- 1.6 FTE Park Ranger Assistants limited-term to June 30, 2014 (effective 7/1/13)

INTERNAL SERVICE FUNDS

1830 – Risk Management – For loss prevention and control activities

- 1.0 FTE Risk Analyst (effective 10/1/13)

3100 – Fleet – Increase Fleet services operational efficiencies, offset by charges to user departments

- 1.0 FTE Equipment Service Worker (effective 10/1/13)

The Recommended Budget recommends the deletion 4.0 FTE regular positions that are either not funded or no longer meet the organizational needs of the County. These deletions do not include the positions deleted throughout FY2012/13 or expiring limited term positions. The positions identified for deletion in the Recommended Budget are as follows:

PUBLIC PROTECTION

6650 – Probation – Operational changes

- 2.0 FTE Senior Deputy Probation Officers (effective 7/1/13)
- 1.0 FTE Senior Group Counselor (effective 7/1/13)

RECREATION

7000 – Resource Management – Parks Department – New operational model

- 1.0 FTE Park Ranger Supervisor (effective 7/1/13)

**Permanent Position Summary
Birgitta E. Corsello, County Administrator**

The County Administrator's Office is recommending the following transfer of positions, limited-term conversions to regular FTE, reclassifications and extensions of limited term positions as part of departmental reorganizations for approval in the FY2012/13 Recommended Budget:

GENERAL GOVERNMENT

1200 – Auditor-Controller – Operational changes; offset by charges to other agencies

- Convert Accountant-Auditor III from limited-term to regular FTE (effective 7/7/13)

PUBLIC PROTECTION

6500 – District Attorney – Grant funded changes

- Extend 0.5 FTE Senior Criminalist (Limited Term) from September 30, 2013 through June 30, 2014
- Extend 1.0 FTE Deputy District Attorney I-IV (Limited Term) from September 30, 2013 through June 30, 2014

HEALTH

7700 – Behavioral Health – Mental Health Services Act and AB 109 2011 Public Safety Realignment

- Reclassify 1.0 FTE Senior Mental Health Services Manager to 1.0 FTE Mental Health Services Administrator (effective 7/7/13)
- Reclassify 1.0 FTE Office Assistant III to 1.0 FTE Office Assistant II (effective 7/7/13)
- Reclassify 1.0 FTE Mental Health Clinical Supervisor to 1.0 FTE Mental Health Services Manager (effective 7/7/13)

As of May 7, 2013, a net of 2,635.15 position allocations were approved by the Board through FY2012/13. The following table summarizes the position allocation changes requested since FY2012/13 Adopted Budget.

Summary of Positions

Net of Prior Actions by Board and Human Resources during FY2012/13	53.550
Added in Recommended Budget	101.750
Deleted in Recommended Budget	(4.000)
Expiring Limited Term	(0.000)
Net Added Positions	151.300

Position Allocation List

Allocated Positions in FY2012/13 Adopted Budget	2,581.600
Net Added Positions	151.300
Allocated Positions Recommended in FY2013/14 Budget	2,732.900

The *Permanent Position Summary* on the following pages is a digest of changes for each department from FY2009/10 through the Recommended Budget, including identifying changes occurring during FY2012/13.

Permanent Position Summary
Birgitta E. Corsello, County Administrator

PERMANENT POSITION SUMMARY

FY2009/10 Adopted Budget	FY2010/11 Adopted Budget	FY2011/12 Adopted Budget	FY2012/13 Adopted Budget	FY2012/13 Adjusted as of 5/7/2013	FY2013/14 Recmd. Budget	Difference Recmd. vs Adopted
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GENERAL GOVERNMENT

1000	Board of Supervisors	10.000	10.000	10.000	10.000	10.000	10.000	0.000
1100	County Administrator	15.000	18.000	16.000	16.000	16.000	16.000	0.000
1103	Employment Development & Training	1.000	1.000	2.000	2.000	2.000	2.000	0.000
1117	General Services	101.000	86.000	76.000	78.000	78.000	80.000	2.000
1150	Assessor	44.000	40.000	36.000	34.000	34.000	35.000	1.000
1200	Auditor/Controller	33.000	31.000	29.000	31.000	32.000	33.000	2.000
1300	Tax Collector/County Clerk	12.000	11.000	10.000	10.000	10.000	10.000	0.000
1350	Treasurer	3.000	3.000	3.000	3.000	3.000	3.000	0.000
1400	County Counsel	19.750	17.750	16.550	17.550	17.550	17.550	0.000
1451	Delta Water Activities	0.750	1.000	1.000	1.000	1.000	1.000	0.000
1500	Human Resources	18.000	17.500	17.000	17.000	17.000	17.000	0.000
1550	Registrar of Voters	11.000	12.000	10.000	10.000	10.000	10.000	0.000
1642	Real Estate Services	3.000	2.000	2.000	1.000	1.000	1.000	0.000
Total General Government		271.500	250.250	228.550	230.550	231.550	235.550	5.000

PUBLIC PROTECTION

6500	District Attorney	141.000	123.000	110.000	108.500	112.000	117.000	8.500
2480	Department of Child Support Services	107.000	107.000	105.000	106.000	106.000	107.000	1.000
6530	Public Defender	66.000	56.000	52.000	54.000	54.500	57.500	3.500
6540	Public Defender - Conflicts	16.000	18.000	17.000	17.500	19.500	20.000	2.500
6550	Sheriff	489.500	406.500	409.000	432.000	437.000	454.000	22.000
6650	Probation	226.500	185.000	169.500	198.500	209.500	214.500	16.000
5500	Office of Family Violence Prevention	4.000	3.000	5.000	5.000	5.000	5.000	0.000
6901	County Local Revenue Fund	0.000	0.000	0.000	0.000	0.000	1.000	1.000
2830	Agricultural Commissioner	22.000	20.000	17.500	17.500	18.000	18.000	0.500
2850	Animal Care Services	16.000	16.000	16.000	16.000	17.000	21.000	5.000
2909	Recorder	12.000	13.000	13.000	14.000	13.000	13.000	(1,000)
2910	Resource Management	56.000	47.000	45.000	44.000	43.000	43.000	(1,000)
3250	CAL-MMET	2.000	2.000	1.000	1.000	0.000	0.000	(1,000)
Total Public Protection		1158.000	996.500	960.000	1014.000	1034.500	1071.000	57.000

PUBLIC WAYS

3010	Public Works	73.500	63.500	61.500	61.000	61.000	61.000	0.000
Total Public Ways		73.500	63.500	61.500	61.000	61.000	61.000	0.000

HEALTH SERVICES

7550	Public Guardian (1)	14.000	0.000	0.000	0.000	0.000	0.000	0.000
7690	In-Home Supportive Services	6.000	4.000	3.750	3.750	3.750	5.000	1.250
7950	Tobacco Prevention and Education (2)	2.000	0.000	0.000	0.000	0.000	0.000	0.000
7780	Behavioral Health	232.550	220.050	185.150	161.000	162.500	165.500	4.500
7880	Health Services	222.550	227.800	232.800	291.550	298.600	316.400	24.850
Total Health Services		477.100	451.850	421.700	456.300	464.850	486.900	30.600

Permanent Position Summary
Birgitta E. Corsello, County Administrator

FY2009/10 Adopted Budget	FY2010/11 Adopted Budget	FY2011/12 Adopted Budget	FY2012/13 Adopted Budget	FY2012/13 Adjusted as of 5/7/2013	FY2013/14 Recmd. Budget	Difference Recmd. vs Adopted
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PUBLIC ASSISTANCE

1530	First 5 Solano Children and Families	9.000	9.000	8.000	7.000	7.000	7.000	0.000
5800	Veterans Services	6.000	5.000	4.000	4.000	4.000	4.000	0.000
7501	H&SS Administration	84.000	81.000	74.500	70.000	71.000	78.500	8.500
7680	Social Services	575.500	557.000	535.800	560.650	584.150	609.250	48.600
Total Public Assistance		674.500	652.000	622.300	641.650	666.150	698.750	57.100

EDUCATION

6300	Library	142.100	132.000	116.500	111.500	108.500	108.500	(3.000)
6200	Cooperative Education	3.130	2.725	2.725	2.000	2.000	2.000	0.000
Total Education		145.230	134.725	119.225	113.500	110.500	110.500	(3.000)

RECREATION

7000	Parks and Recreation	6.000	5.000	5.000	5.000	5.000	5.600	0.600
Total Recreation		6.000	5.000	5.000	5.000	5.000	5.600	0.600

OTHER FUNDS

1600	Communications (3)	7.000	0.000	0.000	0.000	0.000	0.000	0.000
1830	Risk Management	12.000	8.000	7.000	6.000	7.000	8.000	2.000
1870	Department of Information Technology	44.000	45.000	42.000	42.000	43.000	43.000	1.000
1901	Reprographics	4.500	2.500	0.000	0.000	0.000	0.000	0.000
2801	Fouts Springs Youth Facility (4)	30.000	29.000	19.000	0.600	0.600	0.600	0.000
3100	Fleet Management	12.000	9.000	8.000	8.000	8.000	9.000	1.000
9000	Airport	5.000	4.000	3.000	3.000	3.000	3.000	0.000
Total Other Funds		114.500	97.500	79.000	59.600	61.600	63.600	4.000

TOTAL COUNTY ALLOCATION

2920.330 2651.325 2497.275 2581.600 2635.150 2732.900 151.300

- (1) Combined into Social Services (BU 7680) in FY2010/11.
- (2) Combined into Health Services (BU 7880) in FY2010/11.
- (3) Combined into Department of Information Technology (BU 1870) in FY2010/11.
- (4) Program ended October 2011.

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SOLANO COUNTY STATISTICAL PROFILE

The County of Solano is strategically located along Interstate 80 between San Francisco and Sacramento. As one of California's original 27 counties, Solano County is rich in history and offers many resources to the general public and the business community. In addition to the unincorporated area, the County serves seven cities: Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo.

The County provides the following services:

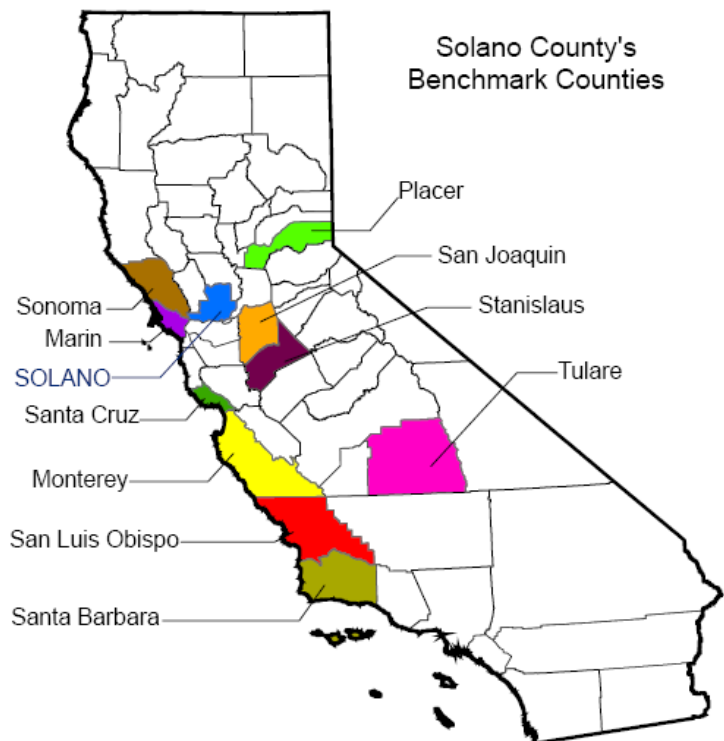
- Libraries (as contract services for cities)
- Jails and Juvenile Facilities
- Probationary Supervision
- District Attorney
- Public Defender and Alternative Defense
- Grand Jury
- Coroner and Forensic Services
- Airport
- Family Support Collection
- Public and Mental Health Services
- Indigent Medical Services
- Child Protection and Social Services
- Public Assistance
- Environmental Health
- Parks
- Veterans Services
- Agricultural Commissioner
- Weights and Measures
- U.C. Cooperative Extension Services
- Oversight and Permitting of Landfills and Solid Waste Disposal and Collection
- Elections and Voter Registration
- Clerk-Recorder
- Tax Assessment and Collection
- Emergency Medical Services
- Animal Care Services
- Building and Safety (unincorporated county only)
- Maintenance of County Roads and Bridges
- Law Enforcement (primarily unincorporated county)
- Land Use Issues (unincorporated county only)

BENCHMARK COUNTIES

The following pages provide a graphical summary of statistical, employment and demographic information about Solano County. When reviewing Solano County's economic health, the County government's financial capacity, and the County's delivery of services to residents in unincorporated areas, the County inevitably compares itself from the current year to past years.

Additionally, the question of how Solano County compares with other counties is often asked. This leads to the question: Which counties should be used for comparison purposes?

A group of ten counties have been selected to be used for comparison in seven of the following charts. Solano County has the following characteristics in common with each of these counties:



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- They are the ten counties closest to Solano in population – six with higher population and four with lower population.
- A total population of more than 250,000 but less than 700,000.
- All include both suburban and rural environments.
- None contain a city with more than 300,000 in population.
- Six are coastal or Bay Area counties.
- Most have the same urban growth versus rural preservation challenges facing Solano County.

POPULATION

The California Department of Finance’s January 1, 2013 estimate of the population of Solano County is 418,387, approximately 0.6% over 2012. Of California’s 58 counties, Solano County ranks 21st in terms of population size.

California’s population estimate was 37.96 million as of January 2013, according to the State Department of Finance. California, the nation’s most populous state, represents 12% of the nation’s population, or one out of every eight persons. Solano County’s population represents 1.1% of the state population.

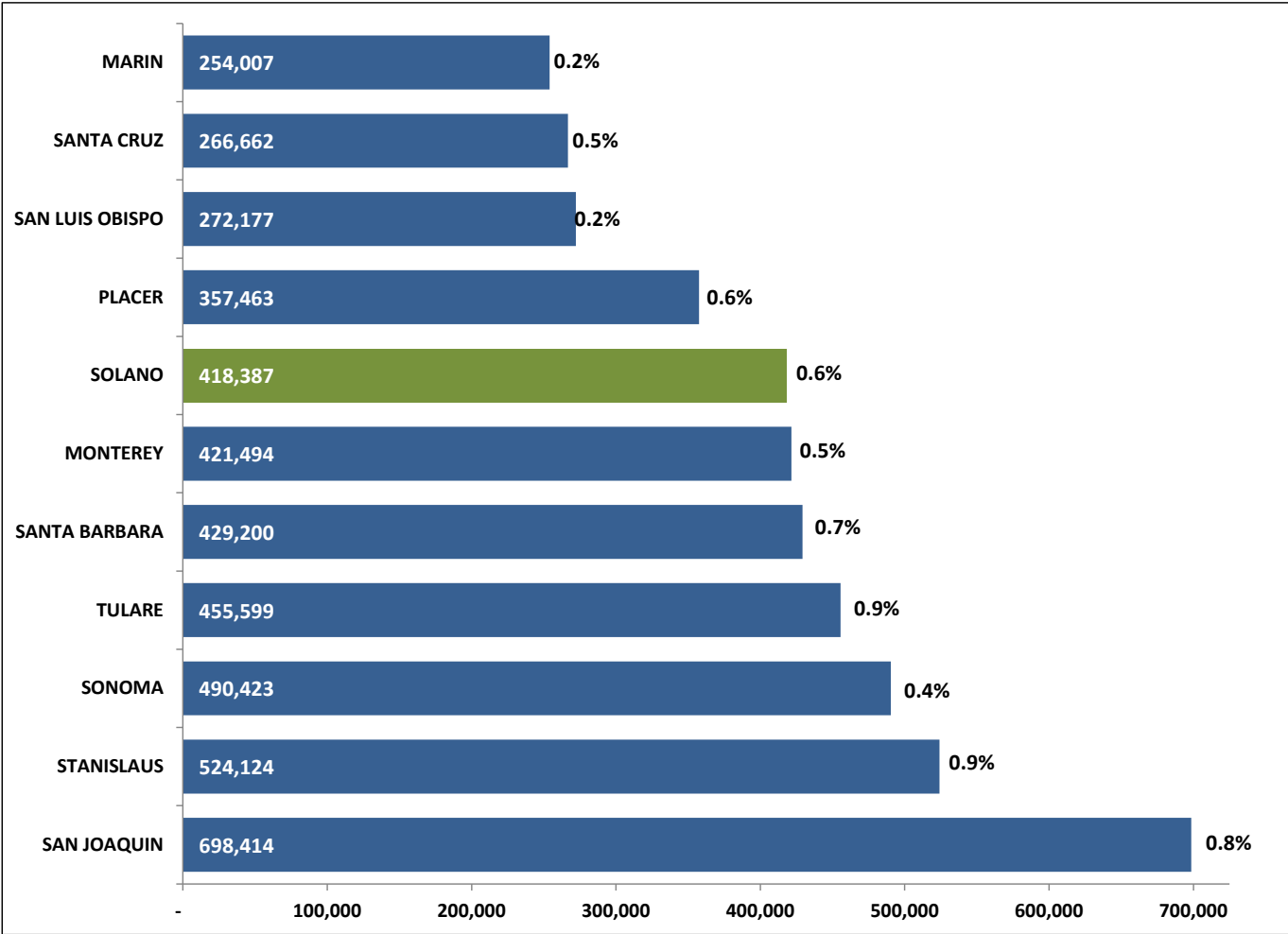
When you look at the county population since 2000, the rate of growth has tapered off to small increments. Between 2000 and 2010, the County grew by 18,802, or 4.8%, which is significantly less than the 54,121, or 15.9%, gains of the previous decade. Between 2010 and 2013, the county grew by 5,043 residents, or 1.2%.

Solano County Population Change from 1990 to 2013

	1990	1990 to 2000		2000	2000 to 2010		2010	2010 to 2013		2013
Benicia	24,437	2,428	9.9%	26,865	132	0.5%	26,997	166	0.6%	27,163
Dixon	10,401	5,702	54.8%	16,103	2,248	14.0%	18,351	98	0.5%	18,449
Fairfield	77,211	18,967	24.6%	96,178	9,143	9.5%	105,321	2,886	2.7%	108,207
Rio Vista	3,316	1,255	37.8%	4,571	2,789	61.0%	7,360	239	3.2%	7,599
Suisun City	22,686	3,432	15.1%	26,118	1,993	7.6%	28,111	123	0.4%	28,234
Vacaville	71,479	17,146	24.0%	88,625	3,803	4.3%	92,428	249	0.3%	92,677
Vallejo	109,199	7,561	6.9%	116,760	(818)	-0.7%	115,942	1,170	1.0%	117,112
Unincorporated	21,692	(2,370)	-10.9%	19,322	(488)	-2.5%	18,834	112	0.6%	18,946
Solano County	340,421	54,121	15.9%	394,542	18,802	4.8%	413,344	5,043	1.2%	418,387

Source: U.S. Census Bureau; California Department of Finance, Demographic Research Unit

Population of Benchmark Counties and Population Growth Percentage for 2012



Source: California Department of Finance, Demographic Research Unit, January 2013

Among the comparable counties, Solano County was in the middle tier of population growth. Sonoma, Placer and Solano counties experienced 0.6% population growth during 2012. Tulare and Stanislaus counties experienced the largest rate of growth – 0.9% – among all counties. Marin and San Luis Obispo experienced the smallest rate of growth at 0.2%.

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LAND AREA AND POPULATION DISTRIBUTION

According to the California Department of Finance’s “January 2013 City/County Population Estimates,” 83% of California residents live in incorporated cities and 17% in unincorporated areas. In contrast, 95.5% of residents in Solano County live within the county’s seven cities. This phenomenon is by design. In the early 1980s the residents of the County passed an Orderly Growth Initiative, which was extended in 1994, that focuses most urban growth to the incorporated cities. The voters reaffirmed this measure through the adoption of the 2008 Solano County General Plan, sustaining a commitment to orderly growth through 2028.

In comparison to its benchmark counties, Solano County is one of the smaller counties in terms of square miles of land area. According to the U.S. Census Bureau, Solano County consists of 907 square miles, of which 78 square miles is covered with water. The San Pablo Bay, Suisun Bay, the Carquinez Straits and the Sacramento River provide the county with natural borders to the south and east. Rich agricultural land lies in the northern area of the county while rolling hills are part of the southern area. Approximately 62% of the county land area is comprised of farmland.

This unique mixture of a sizeable urban population and a large rural/agricultural base creates many problems and challenges for County government. These include:

- Challenges in the transition zones between urbanized areas and agricultural areas (i.e., land use, pesticide use, dust, odors and vermin).
- Coordination of infrastructure transitions from the urban areas to the rural areas (i.e., reliever routes, upgraded feeder streets/roads and flood control).
- With limited resources and a reliance on property taxes and State/Federal funding, it is a challenge to provide urban-driven needs (as indicated by the high density per square mile) for health, public assistance and law and justice services.

Comparison of Land Area and Population Density and Distribution in Benchmark Counties

Land & Water Area (Square Miles)			Persons Per Square Mile (Land Area)		Percent Residing in Unincorporated Areas	
Tulare	4,824	15	Santa Cruz	599	Santa Cruz	49.1%
Monterey	3,322	449	Solano	505	San Luis Obispo	43.6%
San Luis Obispo	3,304	311	San Joaquin	499	Tulare	32.0%
Santa Barbara	2,737	1,052	Marin	488	Santa Barbara	31.7%
Sonoma	1,576	192	Stanislaus	351	Placer	30.7%
Stanislaus	1,494	21	Sonoma	311	Sonoma	30.1%
Placer	1,404	98	Placer	255	Marin	26.4%
San Joaquin	1,399	27	Santa Barbara	157	Monterey	24.2%
Solano	829	78	Monterey	127	Stanislaus	21.1%
Marin	520	308	Tulare	94	San Joaquin	20.5%
Santa Cruz	445	162	San Luis Obispo	82	Solano	4.5%

Source: U.S. Census Bureau, California Department of Finance, Demographic Research Unit, January 2013

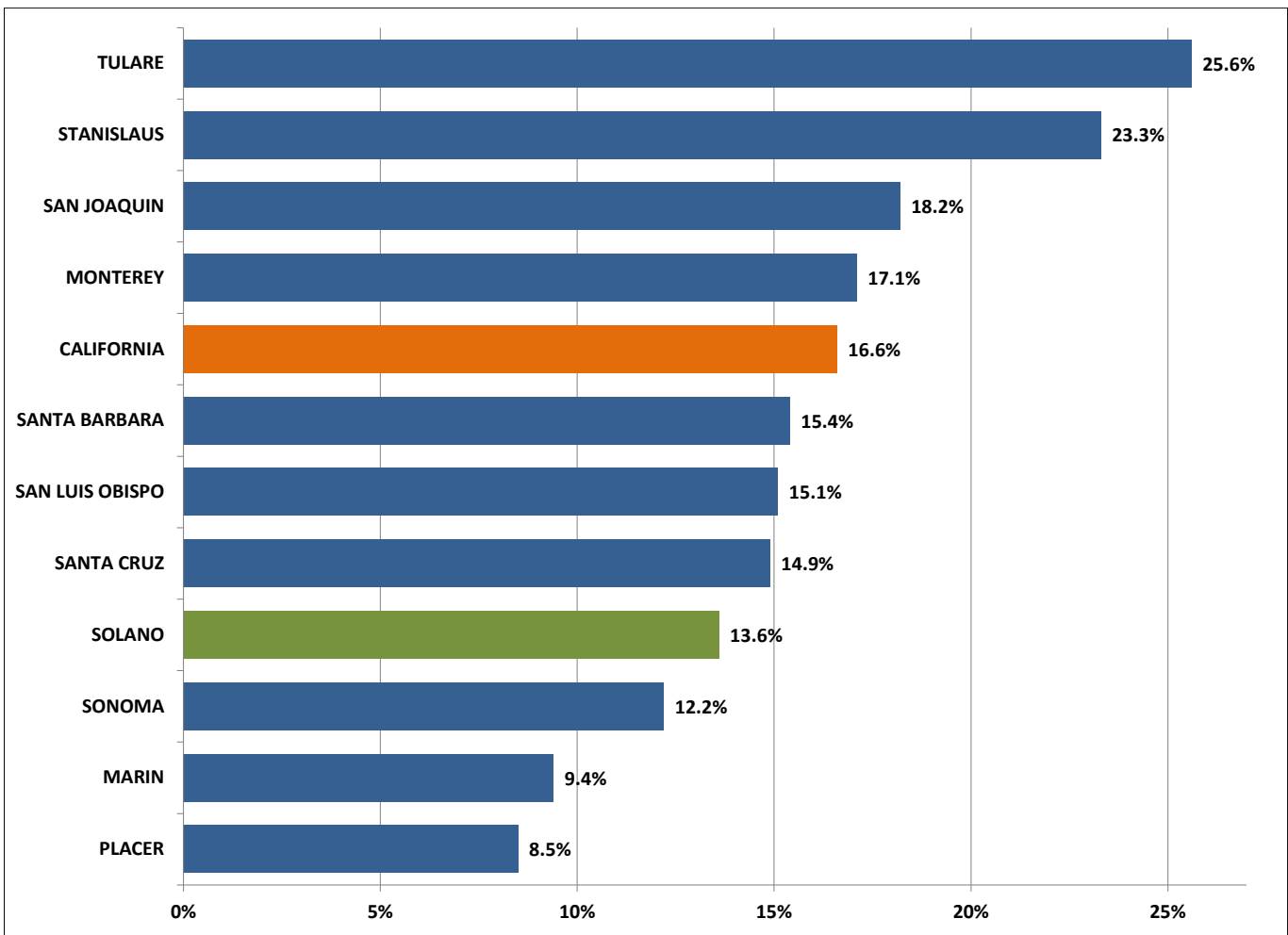
POPULATION LIVING IN POVERTY

According to the 2011 Small Area Income and Poverty Estimates (SAIPE) by the U.S. Census Bureau, 13.6% of the county population is living at or below the poverty level. This statistic is up from 2006 when the SAIPE estimated 10.4% poverty for all ages in Solano County. In 2011, the poverty rate in Solano County was 18.4% among residents under age 18 and 15.9% among families with children 5 to 17.

The U.S. Census Bureau’s statistics on poverty provide an important measure of economic well-being and are sometimes used to assess the need or eligibility for various types of public assistance. Poverty statistics presented use thresholds prescribed for Federal agencies by the Office of Management and Budget and are estimates. It should be noted that only three of the comparison counties have a lower rate. While the county’s level is not considered desirable, the county’s rate is less than the 16.6% statewide average rate for population living at or below the poverty level.

These statistics reflect the impacts of the Great Recession. In December 2006, a total of 14.7% of the county's population was receiving public assistance, in the form of Food Stamps, CalWORKs, General Assistance and Medi-Cal. Three years later in 2009 the percentage of the population receiving public assistance climbed to 18.1%. In December 2012, a total 19.5% of the county's population was receiving public assistance.

Percent of Population in Poverty (All Ages) in Benchmark Counties (2011)



Source: U.S. Census Bureau, 2011 Small Area Income and Poverty Estimates

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HEALTH CARE AND THE AFFORDABLE CARE ACT

Poor health care outcomes are often strongly related to poverty, poor access to preventative health care, lifestyle choices and education. Early and continued access to quality, affordable health care is a crucial component of residents achieving health and prosperity. Across all incomes, Solano County has a lower percentage of people without health insurance than the state average and most of the comparable counties. This trend holds true within the various income levels as reported by the Small Area Health Insurance Estimates from the U.S. Census Bureau.

The federal Patient Protection and Affordable Care Act was signed into law in March 2010. This comprehensive health reform legislation has many components, ranging from the expansion of the types of health and mental health services covered to how people can gain access to health insurance. The legislation affects which types of employers are now required to provide health insurance benefits as well as makes it mandatory for residents to have health insurance.

As an organization, the County of Solano is impacted as both a provider of services and as an employer. The legislation as being implemented by the State of California will expand the number of people covered by Medi-Cal, which may affect County staffing requirements to handle the increased patient counts. The State is also considering the shifting of existing funding sources that counties currently rely on to provide health services as well as the types of services that are an obligation of counties.

The enrollment phase of the Affordable Care Act begins in October 2013. People without private insurance already or meet income requirements will be able to use the California Health Benefit Exchange to select from various health plan options based on their income. Individuals or families earning less than 138% of the federal poverty level will be directed toward Medi-Cal and those earning less than 400% of the poverty level will be directed to Health Exchange Covered California plans.

Although it is unclear at this time which insurance options residents will ultimately choose to comply with the mandatory health insurance requirement of the Affordable Care Act, it is estimated 27,600 people in Solano County are eligible for subsidies on health insurance premiums. This is in addition to the number of individuals who are already receiving

public assistance for health care. Preliminary projections estimate that by January 2014, the number of Solano residents using Medi-Cal will increase by about 8,900 to 82,900 and potentially 16,000 to 19,000 will be enrolled in the Covered California Plans. In addition, there may be a residual population of residents who fall outside other health insurance programs that may be served by program options offered by the California Medical Services Program (CMSP).

Percentage of Uninsured Residents in Benchmark Counties
 Residents under age 65 (2010)

	All Incomes	<400% of Poverty	<200% of Poverty	<138% of Poverty
MONTEREY	24.3	30.1	34.0	34.3
TULARE	23.3	26.1	27.6	27.4
SANTA BARBARA	21.3	28.0	32.1	32.0
CALIFORNIA	20.7	28.1	32.8	33.1
STANISLAUS	19.6	23.7	26.7	26.9
SAN JOAQUIN	19.4	24.1	27.5	27.7
SANTA CRUZ	18.3	26.0	30.5	30.2
SAN LUIS OBISPO	18.2	25.5	31.5	31.6
SONOMA	17.5	25.6	31.7	32.1
SOLANO	14.3	20.9	26.8	27.3
PLACER	12.4	21.3	30.2	31.2
MARIN	11.8	25.7	35.3	35.6

Source: U.S. Census Bureau Small Area Health Insurance Estimates

Percentage of Uninsured Solano County Residents
 By Age and Income Levels

	All Incomes	<400% of Poverty	<200% of Poverty	<138% of Poverty
19 & YOUNGER	6.6	8.8	11.1	11.1
18 TO 64	17.6	27.6	36.4	37.2
40 TO 64	13.5	25.2	35.7	37.2
50 TO 64	11.6	22.6	31.2	32.2

Source: U.S. Census Bureau Small Area Health Insurance Estimates

PUBLIC SAFETY REALIGNMENT

A portion of any community reflects those individuals who have run afoul of the law and are under the supervision of a parole officer, probation officer or correctional officer. In response to a 2009 federal court order for the State of California to reduce its prison population, California implemented several pieces of legislation, most notably AB 109 Public Safety Realignment, resulting in a shift of responsibility for specific low-level prisoners and parolees from the California Department of Corrections and Rehabilitation to the counties. This realignment changed the type of offenders who are under the supervision of county probation officers and altered the composition of inmates inside county jails.

Part of that change was a group offenders assigned to Post Release Community Supervision (PRCS). These non-serious, non-violent, non-sex offenders went from supervision by State parole officers to County probation officers. In the first year of the program the State released 382 offenders to the new PRCS program in Solano County, which was approximately 1.1% of all PRCS offenders released statewide. Solano County's total resident population represents 1.1% of the population in the state. This shift did not increase the population of offender in Solano County, only shifted the supervising agency.

According to March 2013 statistics there were 357 individuals in the PRCS program. The demographic profile of this group of predominately male PRCS offenders is 34% are between the ages 31 and 40 and 37% are over age 41. Studies show this older group is more inclined to behavior change if provided targeted services. The dominate ethnicities within this group is 39% African-American, 33% White and 17% Hispanic. They reside in every community within the county: 32% in Vallejo, 27% in Fairfield, 13% in Vacaville/Elmira, 7.6% in Suisun City and less than 5% in all other communities.

Since the implementation of AB 109 in October 2011, the Solano County jail population has increased significantly. As of March 2013, the County jail was housing 135 parole violators (known as 3056 PC), 51 Post Release Community Supervision violators and 186 locally sentenced offenders (known a 1170 offenders) in addition to the 560 average daily population. Prior to Public Safety Realignment, the jail population consisted of individuals awaiting trial and inmates serving sentences of less than one year. To absorb the evolving and growing inmate population as a result realignment, construction began in July 2012 on a 362-bed adult detention facility adjacent to the current facility on Clay Bank Road in Fairfield. This \$89.3 million new facility is funded primarily with \$61.5 million in State AB 900 local jail construction financing and the balance from the local public facilities fee proceeds.

Changes in PRCS/Jail Populations in Benchmark Counties
 From October 2011 to September 2012

	PRCS Offenders Released	1170h PC Jail Only Sentences
STANISLAUS	790	71
SAN JOAQUIN	774	161
TULARE	546	148
SANTA BARBARA	384	157
SOLANO	382	294
MONTEREY	352	271
SONOMA	268	82
SAN LUIS OBISPO	209	157
PLACER	190	154
SANTA CRUZ	115	52
MARIN	47	12
CALIFORNIA	36,329	29,027

Source: California Probation Officers of California

Change in Populations Under Supervision in Solano County

	State Parole	County Probation		Sheriff - Custody				Total
	Adults	PRCS	Adults	3056 PC	1170h PC	PRCS	Other	
October 2011	1,598	0	3,100	31	34	0	707	5,470
March 2013	778	357	3,026	136	200	45	556	5,098
Change	(820)	357	(74)	105	166	45	(151)	(372)
% Change	(51.3%)		(2.4%)	338.7%	488.2%		(21.4%)	(6.8%)

Source: Solano County Community Corrections Partnership and California Department of Corrections and Rehabilitation

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POPULATION BY AGE AND ETHNICITY

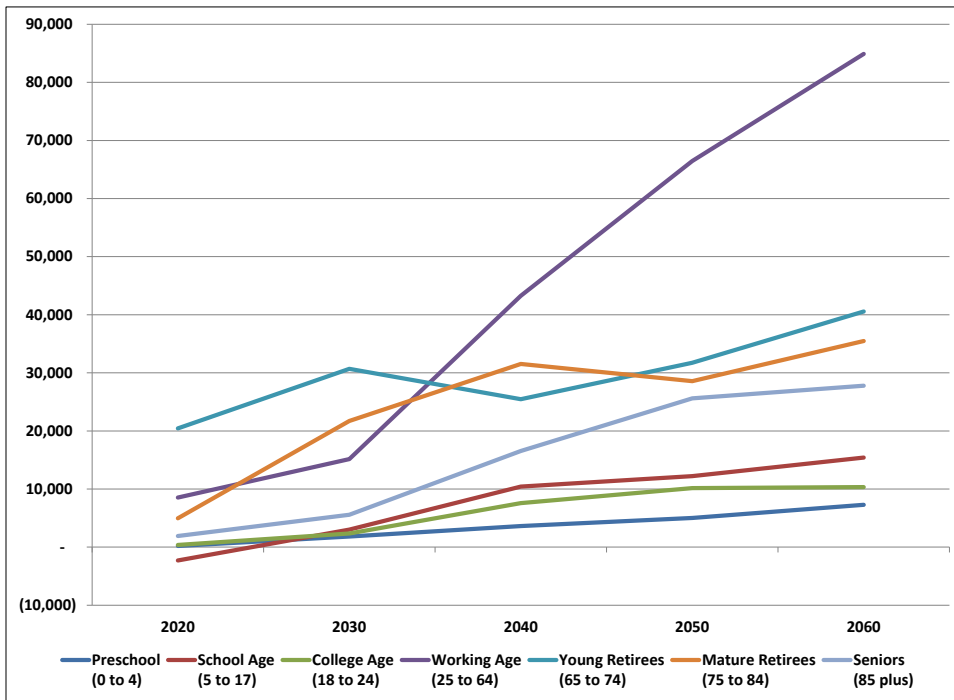
The population of Solano County is projected to grow to 634,852 or 53.7% by 2060, according to the latest projections by the California Department of Finance. The age and ethnic composition of that population is expected to shift significantly over the decades, which will affect the types of service demands placed on the County by these evolving populations. These projections also impact statewide and regional planning efforts.

By 2030, twice as many people are expected to shift into the Young Retirees category (age 65 to 74) as those who are projected to become part of the Working Age category (25 to 64). While the Working Age is projected to experience numeric increases, the category's share of the population is anticipated to decline from 54.4% of the population in 2010 to 48.6% in 2030. Categories of residents age 65 and older is projected to grow from 11.4% of the population in 2010 to 21.3% in 2030.

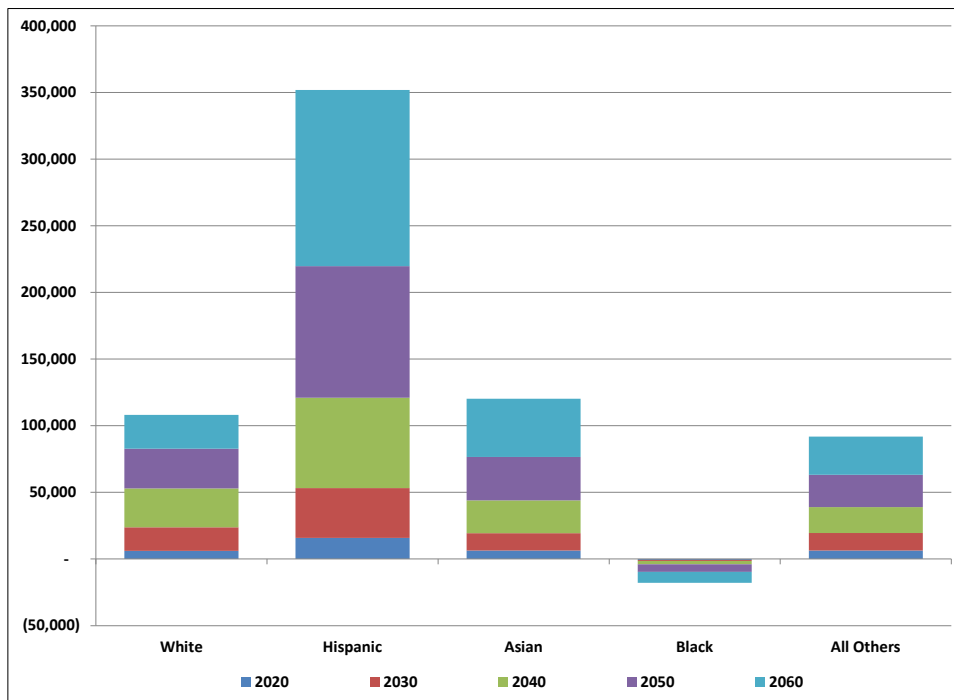
At the other end of the age spectrum, declines in school-age children are projected to continue through 2020 before starting to recover. However, as a share of the overall population, youth (age 24 and younger) is projected to decline from 34.1% in 2010 to 30% in 2030 and 27.4% by 2060.

The Hispanic ethnicity group is expected to become the majority of the county's population by 2051. Between 2010 and 2030, Hispanic is projected to account for 46.4% of the population growth. Black is the only ethnic group that is projected to decline over the next 50 years.

Change in Age of Population, Relative to 2010



Change in Ethnicity of Population, Relative to 2010



Source: California Department of Finance

EMPLOYMENT AND ECONOMIC GROWTH

According to the California Employment Development Department's preliminary March 2013 estimates, overall employment in California is better than it was a year ago, increasing employment by 389,500. The preliminary March 2013 unemployment rate for the state declined to 9.4%, down from 11.1% a year ago but still significantly higher than the 5.1% in March 2006.

Between March 2012 and March 2013, overall employment in Solano County increased by 5,900 jobs while the size of the workforce grew by 1,700 people actively seeking employment. This resulted in a net reduction of 4,200 unemployed residents. The Solano County unemployment rate was 8.9% in March 2013, down two percentage points from a year earlier.

Compared to March 2006, overall employment in March 2013 in Solano County was up 1,700; however, the size of the labor force grew by 10,300 during that period. As a result, the number of unemployed residents increased from 10,800 to 19,400. The unemployment rate in March 2006 was 5.2%.

Unemployment Rates from March 2006 to March 2013 in Benchmark Counties

	2006	2008	2010	2012	2013	Change from 2006 to 2013
MARIN	3.6%	4.2%	8.4%	6.8%	5.2%	1.6%
SAN LUIS OPISBO	4.1%	5.1%	10.4%	8.7%	6.8%	2.7%
SANTA BARBARA	4.4%	5.2%	10.2%	8.8%	7.2%	2.8%
SONOMA	4.4%	5.2%	11.2%	9.4%	7.3%	2.9%
PLACER	4.5%	5.9%	11.9%	10.0%	8.0%	3.5%
SOLANO	5.2%	6.3%	12.5%	10.9%	8.9%	3.7%
CALIFORNIA	5.1%	6.5%	12.8%	11.1%	9.4%	4.3%
SANTA CRUZ	7.3%	8.4%	15.2%	13.6%	11.4%	4.1%
MONTEREY	10.1%	10.8%	16.6%	14.7%	12.5%	2.4%
SAN JOAQUIN	8.2%	10.3%	18.1%	16.5%	14.1%	5.9%
STANISLAUS	9.1%	11.3%	18.7%	16.6%	14.6%	5.5%
TULARE	10.3%	11.8%	19.2%	17.7%	15.7%	5.4%

Source: California Employment Development Department, March 2006 to March 2013

Projections from the Business Forecast Center at the University of Pacific in February 2013 indicate Solano County will continue to see modest gains in employment. They are projecting a 1.3% improvement in the nonfarm employment in Solano County by the end of 2013. Employment gains are 1.3% in 2014, 1.6% in 2015 and 1.7% in 2015. Based on an average of the last 12 months, the annualized unemployment rate in Solano County was 9.7% as of March 2013. The annual unemployment rate is expected to drop to 9.4% by the end of 2013 and to continue inching downward: 8.7% in 2014, 7.7% in 2015 and 6.7% in 2016. Based on these projections, unemployment will remain above pre-recession levels for several more years.

Between March 2006 and March 2013, three of 13 industry sectors in Solano County tracked by the California Employment Development Division showed overall employment growth, while nine sectors retracted and one remained unchanged.

- Overall, the employed workforce increased by 1%, or 1,700 jobs, between 2006 and 2013. Among employers located in Solano County, local industry employment declined 7.2%, or 9,500 jobs, during the same time period.
- Gains in local industry employment were in Education and Health Services category with 3,600 jobs, Leisure & Hospitality with 700 jobs and Trade, Transportation & Utilities with 200 jobs.

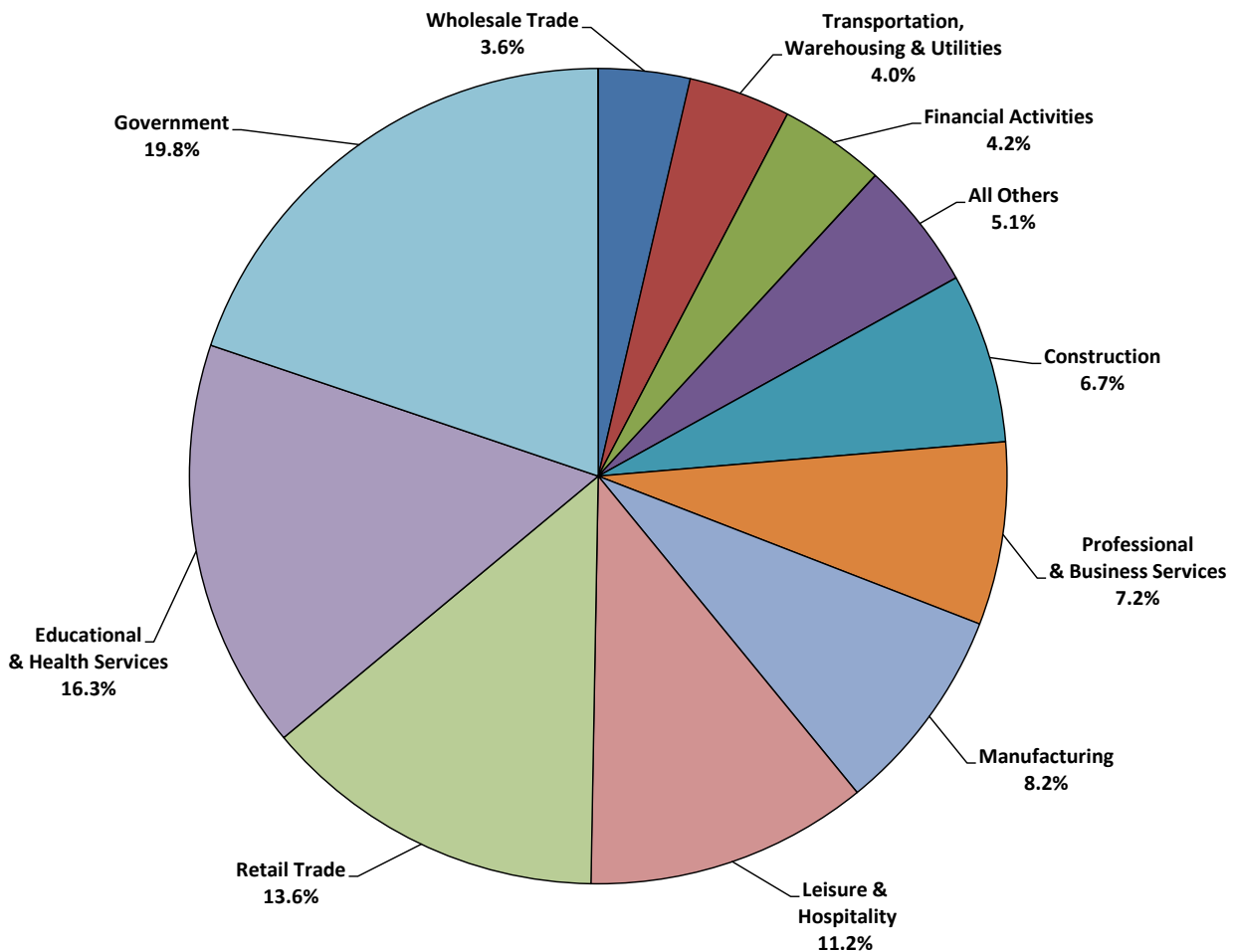
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- Losses in local industry employment were in Construction, 4,600 jobs; Professional & Business Services, 2,600 jobs; Government, 1,900 jobs; Retail Trade, 1,800 jobs; Financial Activities, 1,300 jobs; Information, 600 jobs; Farm, 500 jobs; Manufacturing, 300 jobs; Other Services, 300 jobs; and Mining & Logging, 100 jobs.

Between March 2012 and March 2013, ten of the 13 sectors showed job growth, two remained unchanged and one retracted. Government declined by 500 jobs over the year.

- Overall, the employed workforce grew by 3.1%, or 5,900 jobs. Among employers located in Solano County, local industry employment grew by 2.8%, or 3,300 jobs, during the same time period.
- Gains in local industry employment were in Construction, 1,000 jobs; Education & Health Services, 700 jobs; Leisure & Hospitality, 500 jobs; Trade, Transportation & Utilities, 500 jobs; Wholesale Trade, 300 jobs; Manufacturing, 200 jobs; Financial Activities, 100 jobs; Professional & Business Services, 100 jobs; and Other Services, 100 jobs.

Share of Total Employment by Industries in Solano County – March 2013



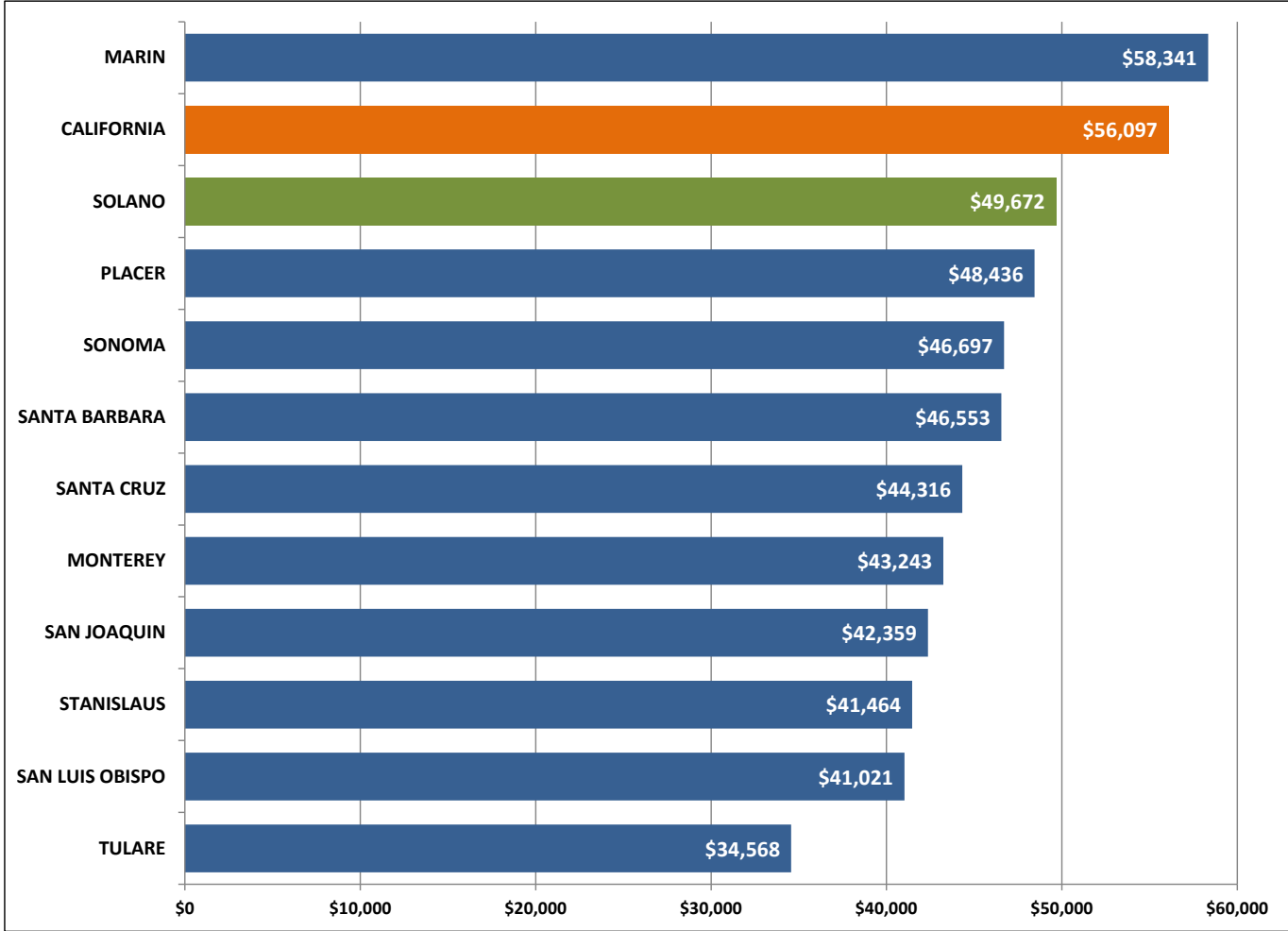
Source: California Employment Development Division
 All Others includes Information; Farming; Mining & Logging; and Other Services

According to the California Employment Development Department, five sectors in Solano County showed gains in their respective share of local industry employment between March 2006 and March 2013: Educational & Health Services up 3.9%, Leisure & Hospitality up 1.3%; Manufacturing up 0.4%; Transportation, Warehousing & Utilities up 0.4%; and Wholesale Trade

up 0.3%. Seven sectors experienced declines in their share of the local industry employment: Construction down 3%, Professional & Business Services down 1.5%; and the remaining sectors showed less than half percent declines. Government and Other Services remained unchanged.

According to the 2011 statistics from the U.S. Bureau of Economic Analysis, the average wage per job in Solano County mirrored the 3.2% increase statewide between 2010 and 2011. Solano County's average wage per job of \$49,672 reflects a \$1,533 increase over 2010 and overcomes a one-year dip in 2010 to reflect a \$1,202 increase over 2009. While Solano County ranks as the third highest average wage per job as compared to benchmark counties, Solano County ranked fourth in year-over-year gains from 2010 to 2011, trailing California at \$1,742, Santa Cruz at \$1,727 and Marin at \$1,547. In inflation adjusted dollars, Solano County has gained \$2,374 or 5% in its average wage per job since 2006 – the most significant gain of any comparable county.

Average Wage Per Job in Benchmark Counties – 2011



Source: Bureau of Economic Analysis, U.S. Department of Commerce

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SOLANO COUNTY COMMUTING

According to the U.S. Census Bureau's 2006-2010 American Community Survey, approximately 40% of working residents in Solano County commuted outside of the county for work. The survey estimated 74,995 residents commuted out of the county for employment. At the same time, the survey estimated 32,139 or approximately 23% of the people employed in jobs located in Solano County are residents of neighboring counties and beyond. The survey found that 69.8% of employed county residents traveled less than 30 minutes to work and 7.9% traveled more than an hour to work.

The 2006-2010 American Community Survey also reported that approximately 79% of employed county residents drive alone to work, 11.8% car pool, 1.3% use public transportation and 7.9% either work at home or use other modes of transportation. Of those driving alone, 67.9% own their homes, 32.1% rent and 3.7% earn less than the federal poverty level. Among those who car pool, 57.6% own their home, 42.4% rent and 8% earn less than the federal poverty level. Of those who use public transportation, 42.5% own their home, 57.5% rent, and 18.4% earn less than the federal poverty level.

Commute Patterns In and Out of Solano County for Employment

SOLANO COUNTY RESIDENTS COMMUTE DESTINATIONS			WORKERS COMMUTING INTO SOLANO COUNTY		
Contra Costa County	19,903	27%	Contra Costa County	7,442	23%
Alameda County	11,723	16%	Sacramento County	6,089	19%
Napa County	10,825	14%	Yolo County	5,046	16%
San Francisco County	9,854	13%	Napa County	4,441	14%
Sacramento County	5,239	7%	Alameda County	1,774	6%
Marin County	4,362	6%	Sonoma County	1,271	4%
Yolo County	3,908	5%	San Joaquin County	1,041	3%
San Mateo County	2,619	3%	Placer County	743	2%
Sonoma County	2,409	3%	Marin County	640	2%
Santa Clara County	1,493	2%	San Francisco County	618	2%
San Joaquin County	497	1%	Santa Clara County	376	1%
All Other Locations	2,163	3%	All Other Locations	2,658	8%
TOTAL COMMUTE OUT	74,995		TOTAL COMMUTE IN	32,139	

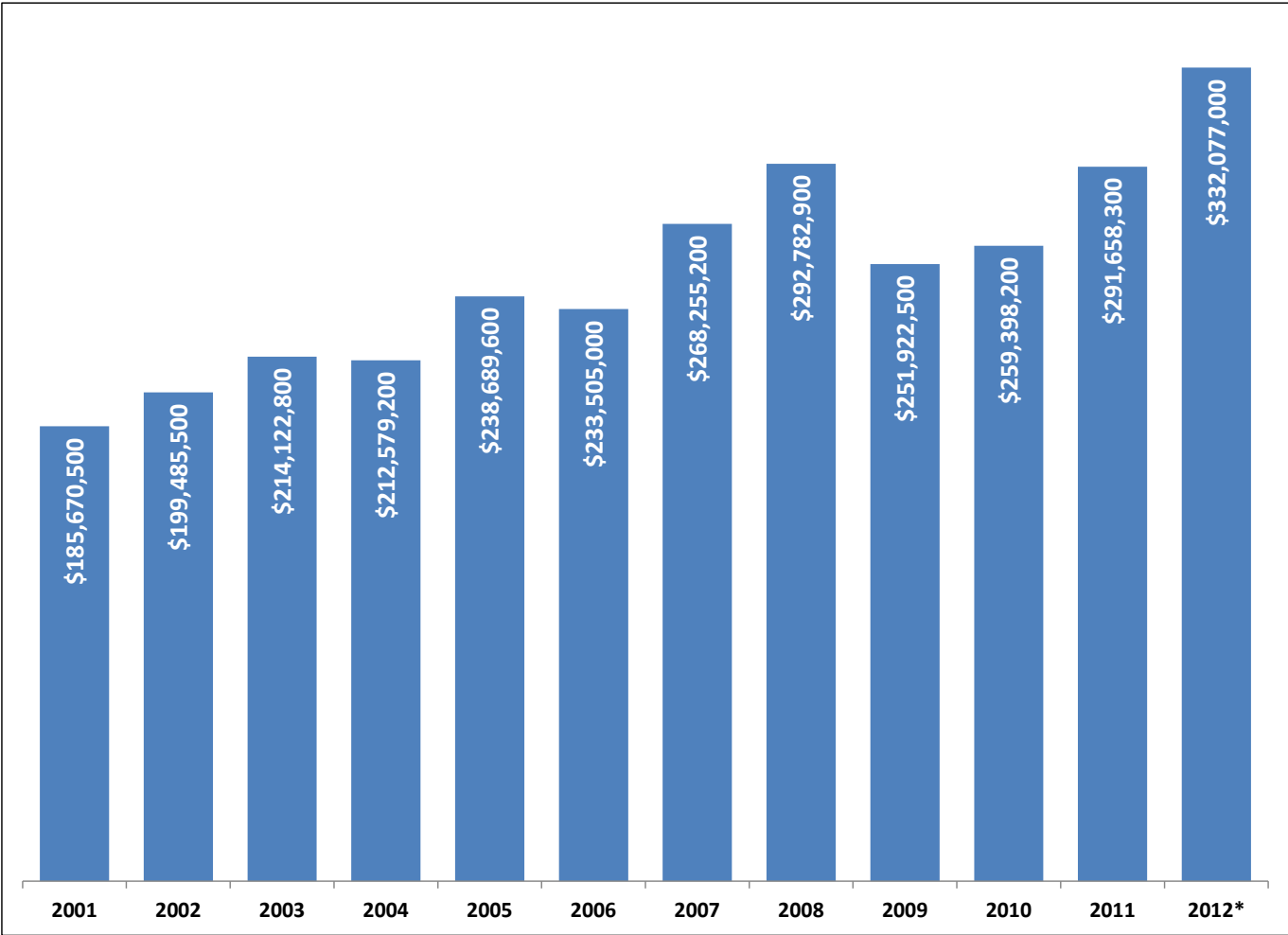
Source: U.S. Census Bureau, 2006-2010 American Community Survey

GROSS AGRICULTURAL CROP AND LIVESTOCK VALUE

The preliminary 2012 estimated crop and livestock value of \$332,077,000 represents a 13.9% increase from 2011 values, and continues the steady climb in the value of agriculture commodities since the dramatic dip in 2009 as a fallout of the housing market collapse and subsequent decline in demand for nursery stock. Solano County produces more than 80 different commodities including fruits, nuts, vegetables, grains, seed, nursery stock, livestock, poultry, and apiary.

Agricultural production is part of a larger industry cluster that spans the full spectrum of economic activity from before the crops get into the field to the value-added processing in consumer products. According to the study released in May 2011, entitled “The Food Chain Cluster: Integrating the Food Chain in Solano and Yolo Counties to Create Economic Opportunity and Jobs,” the total economic output of the food chain in 2009 for the two-county region was \$2.5 billion, or 10% of the region’s total economic output. Solano County’s share of the output was \$1 billion.

2012 Gross Agriculture Crop Values for Solano County



Source: County of Solano Agricultural Commissioner (*early estimates for the May 2012 Crop Report)

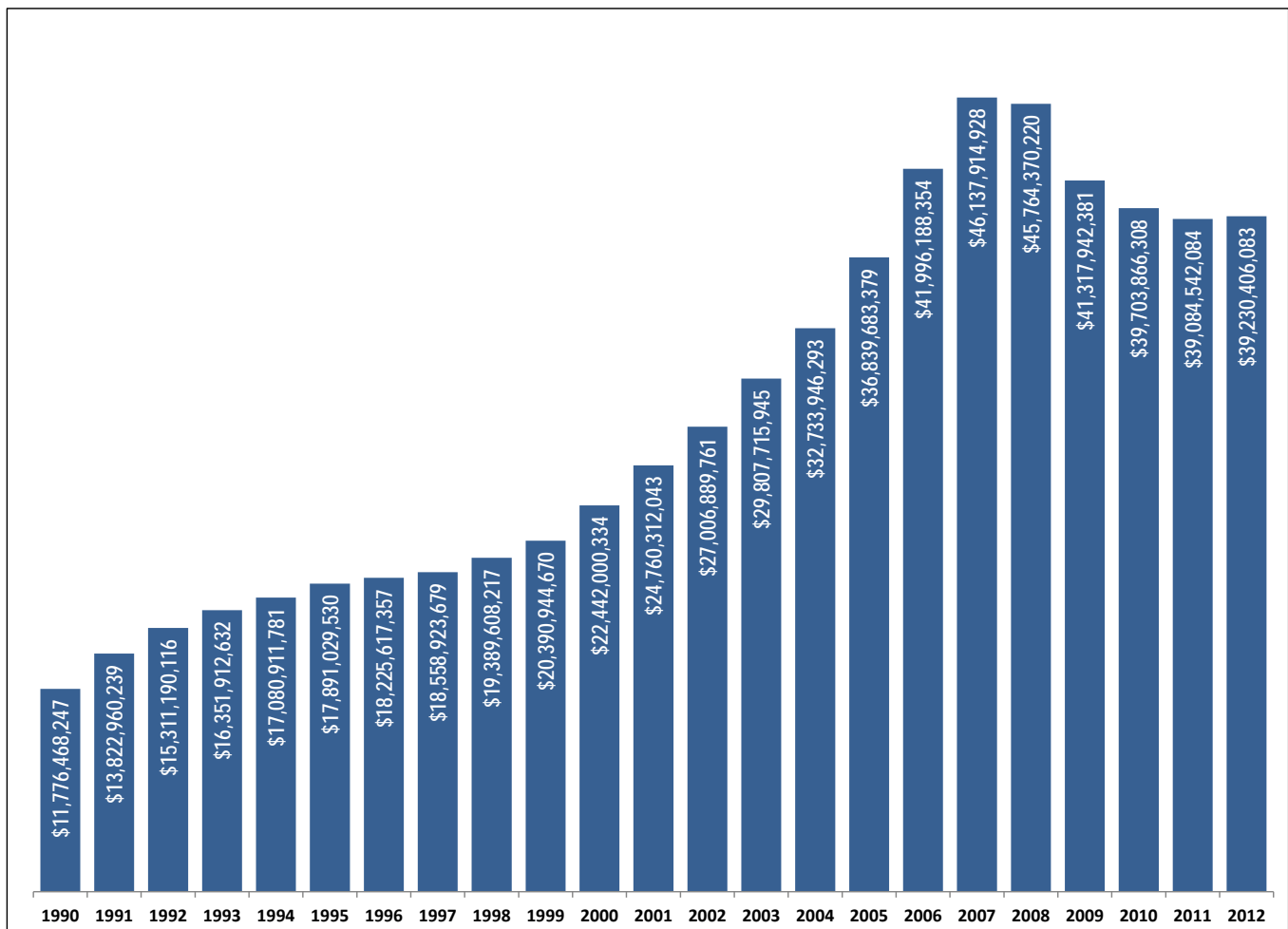
COUNTY ASSESSED VALUES AND GROWTH

Property taxes are a major source of local governmental revenues and are determined by assessed values. The property tax rate throughout the entire State of California is 1% of assessed values. The 2012 Property Assessment Roll of \$39.2 billion increased by 0.4% from the prior year's roll value and represents property ownership in Solano County as of January 1, 2012. This is the first uptick in assessed values since 2007, which represents a cumulative decline of 15% between 2007 and 2012.

High numbers of foreclosures and dramatic drops in median home prices since the real estate peak in 2007 continue to affect the assessment roll. However, there are signs the housing market is starting to recover in Solano County. A total of 3,897 notices of default were issued in 2012, a decline of 24% from 2011 but still more than three times higher than the volume before the housing market collapse. The number of notices of default in the first quarter of 2013 was 194, the lowest volume since 2005 and more of a normal level for Solano County. The median price for homes was \$230,000 in March 2013, the highest median home price since November 2008 at \$234,500. The median price for homes sold in northern Solano County was \$246,000 in March 2013, up \$46,000 or 23% from March 2012. In southern Solano County, the median home price was \$180,000 in March 2013, up \$30,000 or 20% a year earlier.

Since the market peak in 2007 an increasing number of properties in Solano County have had their property values temporarily reduced in accordance with Proposition 8. Proposition 8 requires the Assessor to value property at the lesser of market value or the factored base year value, also known as the Proposition 13 value. The 2012 property assessment roll reflects approximately 78,000 properties with reduced property value assessments.

Local Assessed Values for Solano County



Source: County of Solano, Assessor's Office, July 2012

PRINCIPAL PROPERTY TAX PAYERS

COUNTY OF SOLANO			
Principal Taxpayers with over \$50,000,000 in Assessed Value for FY2012/13			
Principal Property Tax Payers	Business Type	Assessed Value	Tax Obligation*
Genentech, Inc.	Manufacturing	1,170,697,661	13,473,014
Valero Refining Company California	Energy	985,367,340	11,301,073
Pacific Gas & Electric Company	Utility	561,373,611	7,679,224
Anheuser Busch, Inc.	Manufacturing	283,346,879	3,207,475
Shiloh II Wind Project, LLC	Energy	273,574,706	2,961,720
Shiloh III Wind Project LLC	Energy	208,529,564	2,257,541
Shiloh I Wind Project LLC	Energy	158,381,422	1,714,637
Star-West Solano, LLC	REITS & Finance	136,561,451	1,537,152
High Winds LLC	Energy	129,289,456	1,399,688
California Northern Railroad	Transportation	117,424,583	1,434,105
Pacific Bell Telephone Co.	Utility	115,190,968	1,503,888
Alza Corporation	Manufacturing	113,024,294	1,224,943
Netxera Energy	Energy	112,199,583	1,214,673
Walton CWCA Bn Wrhs 21, LLC	Property Management	109,051,619	1,056,950
CPG Finance II LLC	Commercial Sales & Service	97,720,710	1,351,247
Meyer Cookware Industries, Inc.	Distribution/Manufacturing	83,547,935	966,975
Lodi Gas Storage, LLC	Energy	81,046,796	1,108,720
NT Dunhill Investors, LLC	Real Estate	75,737,627	1,083,481
Centro Watt Property Owner II	Commercial Sales & Service	74,338,542	895,796
Park Management Corp.	Theme Park	68,103,460	818,254
Novartis Pharmaceuticals Corp.	Manufacturing	66,739,540	797,122
Prime Ascot LP	Real Estate	55,945,823	706,766
N/A Rolling Oaks – 88, LP	Real Estate	52,000,218	594,774
Emre Ergas	Energy	50,729,947	549,202
Wal-mart Real Estate Business Trust	Real Estate	50,717,066	586,549
Sequoia Equities – River Oaks	Real Estate	50,628,586	651,128
Lucky (FLA) Nocal Investors, LLC	Commercial Sales	50,341,109	584,134

*Note: The tax obligation is calculated at 1% plus voter-approved bonds and any special assessments. Rates vary by Tax Area Code.
 LLC – Limited Liability Corporation.
 LP – Limited Partnership

Source: County of Solano, Tax Collector/County Clerk, April 2013

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Purpose

This segment of the budget document sets forth the Government Code Sections and administrative directives, as issued by the Office of the State Controller, pertaining to the form and content of the Annual County Budget. It describes the format of the Solano County Budget document and includes County ordinances and specific policies adopted relating to the County Budget.

Legal Basis

The Government Code specifies the content of the budget, budget adoption procedures and dates by which actions must be taken. (Government Code §29000-29144)

Forms

The budget document must be on forms prescribed by the State Controller in consultation with the Committee on County Accounting Procedures. (Government Code §29005)

Permission to Deviate

A county may add to the information required, or show it in more detail, providing the financial information and the classifications or items required to be included in the budget are clearly and completely set forth. Any change proposed by a county in the arrangement of the information required on the forms shall be subject to review and approval by the State Controller.

Funds and Accounts

Fund and account titles to be used by counties in the preparation of the budget are those contained in the publication, Accounting Standards and Procedures for Counties, issued by the State Controller. Special districts required to be included in the budget document must use fund and account titles contained in the publication, Uniform Accounting System of Special Districts.

Fund Types

- General Fund - The chief operating fund of a government. The general fund is used to account for all financial resources except those required to be accounted for in another fund.
- Special Revenue Funds - Special revenue funds are used to account for and report the proceeds of specific revenue sources restricted or committed to expenditures for specified purposes other than debt service or capital projects.
- Capital Projects Funds - These funds are used to account for and report financial resources restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.
- Debt Service Funds - These funds are used to account for and report the financial resources restricted, committed, or assigned to expenditures for principal and interest and related administrative charges.
- Enterprise Funds - These funds are used to account for operations financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (i.e., Airport)
- Internal Service Funds - These funds are used to account for the financing of goods or services provided by one department or agency to another department or agency of a government on a cost-reimbursement basis. (i.e., Fleet, Data Processing, Risk Management)

Basis of Accounting/Budgeting

The general operating group of funds (governmental fund types) are budgeted and accounted for using the modified accrual basis of accounting. Governmental fund types include General Fund, Special Revenue Funds, Debt Service Funds and Capital Projects Funds. This group of funds is summarized on Schedule 2 of the budget document.

Internal service and enterprise funds are budgeted and accounted for using the full accrual basis of accounting.

The basis of accounting used in this budget document is required by directive of the State Controller and Governmental Generally Accepted Accounting Principles (GAAP) and prescribed by pronouncements of the Governmental Accounting Standards Board (GASB).

Budget Construction & Legal Requirements

Legal Duties and Deadlines

State Controller (Government Code §29005)

- To promulgate budget rules, regulations and classification and to prescribe forms.

Supervisors (Government Code §29061, 29063, 29064, 29065, 29080, 29081, 29088, 29100, 29101)

- To hold hearings on budget estimates prepared by officials.
- To make revisions, reductions and additions to estimates.
- To formally approve the tabulations, as revised, as the Recommended Budget.
- To make the Recommended Budget available to the general public.
- To publish notice that the budget is available and to announce and conduct public hearings, as prescribed by law.
- To adopt the Budget by resolution for the County and dependent Special Districts.
- To adopt tax rates.
- To levy property taxes.

All County Officials (Government Code §29040)

- To submit itemized requests of estimates for available financing, financing requirements and any other matter required by the Board on or before June 10th of each year.

Auditor or Administrative Officer as Designated by Board (Government Code §29040, 29042, 29045, 29060, 29062)

- To receive budget requests from officials.
- To prescribe and supply budget work sheets.
- To submit budget estimates when the official responsible has not done so.
- To compile budget requests.
- To submit Recommended Budget to the Board.

Auditor (Government Code §29043, 29044, 29083, 29103, 29109, 29093, 29124)

- To provide financial statements or data to officials.
- To attend public hearings on Recommended Budget and provide any financial statements and data required.
- To revise the Recommended Budget to reflect changes made by the Board.
- To calculate property tax rates.
- To forward to the State Controller a statement of all County tax rates, assessed valuations and amount of taxes levied and allocated.
- To file a copy of the Adopted Budget with the Office of the State Controller.
- To approve all payments in accordance with the Adopted Budget.

County Strategic Plan Implementation

The FY2013/14 Recommended Budget supports several of the 2007 County Strategic Plan, Goals and Initiatives. A key priority is financially supporting the Goals, Strategic Objectives and departmental activities consistent with the Plan.

Following is a description of each of the Strategic Plan's Goals:

Goal: Improve the health and well-being of those who live and work here

The County will encourage healthy, active lifestyles by promoting change toward wellness through healthy programs, partnering with schools, hospitals and cities, early intervention with children and families and by encouraging environmentally friendly

building and business activities. As a large employer, the County will continue to model the importance of health and wellness throughout its workforce.

Goal: Ensure responsible and sustainable land use

The County, working with the cities, education, workforce training and business leaders, non-profit providers and interested citizens, helps create a high quality of life in Solano County. This can be accomplished by completing the County's General Plan Update, providing the dialogue and leadership on enhanced mobility and removing unnecessary regulatory and procedural barriers to development.

The General Plan was updated and approved by the voters in 2008. The implementation of the various components of the General Plan is still ongoing.

Goal: Maintain a safe community

The County and its partners will offer services, programs and projects that move from incarceration to an integrated approach aimed at eliminating recidivism and reducing the growing need for jail beds. Programs on gang prevention, methamphetamine prevention, juvenile recidivism and positive parenting are parts of the integrated systems approach. Emergency preparedness will continue to play a key role in maintaining a safe community.

Goal: Invest in and for the future

Focused both internally and externally, work efforts involve customer service training, survey and focus groups, succession planning, technology investment and financing of capital projects and renewal efforts.

Budget Goals and Objectives

The County Budget sets forth the foundation for major Board policy actions and provides a fiscal "road map" for the direction of County government to follow, now and in the future. As such, the County Budget represents the single most important document that is prepared, reviewed and approved on an annual basis. It is the document that reflects the County's fiscal commitment to the Strategic Plan, its goals and objectives.

The intent of the Budget document is to:

- Provide a document in a format that is user friendly and readable in order to give the public a clear understanding about County government operations and funding. The County Statistical Profile gives the reader a comprehensive profile of the county.
- Identify the strategic goals and objectives upon which budget allocations are made and to measure the progress of County Departments and operations in fulfilling their departmental goals and objectives as well as the County's overall mission.
- Provide the Board and the public with a clear understanding of revenues and appropriations in the areas of strategic importance to the County, such as Public Safety and Health and Social Services.

While many improvements have been incorporated into the process and the presentation of the Budget over the last several years, the basic principles, goals and objectives of the Board of Supervisors for Solano County have been maintained as the underlying foundation for the Budget. These include:

- The Budget must be balanced with appropriations equaling the combined total of estimated revenues, fund balance and/or reserves.
- Wherever possible, the Budget should be balanced with identified ongoing revenue sources equaling ongoing and reasonably expected appropriations.
- To the extent possible, one-time money should not be used to fund ongoing operations.
- Service levels should be maintained at the highest level possible, within funding constraints.
- Contingencies and Reserves should be increased in good years to guard against future uncertainties.
- Discretionary revenues should be maximized to allow the Board options for the funding of beneficial local programs and services.

Budget Construction & Legal Requirements

- Every effort should be made to ensure accuracy and accountability in estimating and monitoring both revenues and expenditures throughout the fiscal year.
- The Budget should, wherever possible, anticipate and make provisions for uncertain funding for County-operated programs.

In reference to the stated goals and objectives above, several policy guidelines were followed and maintained in developing this Budget:

- Revenues from Property Tax Administration Fees are recognized in the budgets of the departments (Auditor-Controller, the Clerk of the Board, the Assessor, and the Tax Collector) actually incurring the expenditures.
- Proposition 172 funds have been allocated to maximize public safety services to the public.
- 1991 Realignment revenues have been allocated to Health and Social Services.
- 2011 Realignment revenues have been allocated to certain corrections and human services programs, in accordance with Chapter 40, Statutes of 2011 (AB 118, Committee on Budget) and Chapter 35, Statutes of 2011 (SB 89, Committee on Budget and Fiscal Review) and several 2011 trailer bills.
- General Fund Contingencies and Reserves are increased, whenever possible, to safeguard against future uncertainties and are drawn down as directed and/or authorized by the Board when necessary. Consideration will be given during Budget Hearings to increase Committed General Fund Balances, such as the General Fund Balances for Accrued Leave Payoff and for Deferred Maintenance, from available year-end Fund Balance whenever the Balance is in excess of the incoming fiscal year's financing needs.

Budget Policies of the Board of Supervisors

In addition to the legally required duties, there are certain actions to implement the budget process which the Board may take, including:

- Changing the arrangement of information on budget forms, upon approval of the State Controller. (Government Code §29005)
- Inclusion of other data, in addition to presenting the minimum information on available financing and financing requirements as submitted by the departments in their estimates. (Government Code §29006)
- Selection of the method of presenting supporting data for salaries and allocated positions. (Government Code §29007)
- Designation of Auditor or Administrative Officer to receive budget requests. (Government Code §29040, 29042)
- Designation of Auditor or Administrative Officer to submit budget requests in event of non-performance by responsible official. (Government Code §29045)
- Designation of Administrative Officer to prepare recommended budget on prescribed forms. (Government Code §29061, 29062)
- Approval of new positions and capital assets prior to Budget adoption. (Government Code §29124)
- Designation of official to approve transfers and revisions of appropriations within a budget unit. (Government Code §29125)
- Approval of budgetary adjustments. (Government Code §29125, 29126, 29126.1, 29127, 29130)
- Designation of an official to whom Auditor shall submit statements showing conditions of budget appropriations and estimated available financing. (Government Code §29126.2)

Adopted Budget Policy

The FY2013/14 Budget Hearings will commence Monday, June 24, 2013 and continue for a period not to exceed 14 calendar days.

The Board of Supervisors (Board) has designated the County Administrator as the official responsible to carry out all County budgetary responsibilities not specifically reserved to the Board, Auditor or State Controller.

Chapter 2 of the Solano County Ordinance provides additional information on established County policies. Sections 2-40 through 2-47 specifically address the duties of the County Administrator. Section 2-45 delineates the County Administrator's role in budgetary matters. These duties include:

- Develop budget instructions and policies, revenue estimates and departmental budget targets to guide departments in budget preparations.
- Recommend to the Board an annual County operating budget based on revenue projections, budget targets and proposed work programs and projects developed by the various departments.
- Recommend to the Board a capital budget based upon long-range plans for acquiring, constructing or improving buildings, roads and other County facilities.
- Recommend to the Board the acquisition and disposition of real property, except for County roads, easements and rights-of-way, which shall be the responsibility of the Director of Resource Management.
- Establish a control system or systems to ensure the various County departments and other agencies under the jurisdiction of the Board are operating within their respective budgets.
- Recommend requests to the Board for unforeseen and unbudgeted expenditures.
- Approve fund transfers and budget revisions within appropriations.
- Recommend to the Board fund transfer requests requiring Board action under State law.
- Establish policies for acquiring additional or replacement capital assets.
- Keep the Board informed of the financial status of the County and of other matters of major significance to the County.

Budget and Fiscal Policies for FY2013/14

Budget Policy

1. General Fund Emphasis: Pending the outcome of actual Year End Fund Balance, departments' budgets should be prepared with a goal that the FY2013/14 Net County Cost or General Fund (GF) Contribution to programs will not exceed their FY2012/13 Midyear projection and have no new programs or positions unless revenue-offset.
2. Labor Costs: The County continues to negotiate with labor units to reduce employee costs. The County anticipates significant increases in PERS employer rate effective FY2015/16. In this regard, Departments should continue to pursue lowering labor costs where possible, developing efficiencies in the delivery of services, searching for opportunities to share back office operations, and eliminating vacant non- "Mission Critical" positions. A "Mission Critical" position is defined as "a position that provides essential life, safety and/or public health services to the community, or required to be filled by the County to avoid liability and to limit impairment or disruption to the delivery of mandated services."
3. Contributions to Outside Organizations: The budget should not include contributions to outside organizations not controlled by the Board, such as the State Courts, unless the organization is carrying out a priority of the Board based on the community's needs.
4. Maximize the Board's Discretion: Wherever legally possible, revenues are to be treated as discretionary resources, rather than as dedicated to a particular program or service. The goal is to give the Board as much flexibility as possible in allocating resources to local priorities, including the Goals and Objectives outlined in the County Strategic Plan. To the extent allowed by law, existing programs or activities should be funded with dedicated funding sources. This will free up scarce discretionary resources to fund Board priorities.
5. Pursuit of New Revenues: Pursue additional revenue sources to the fullest extent possible for all services; and, for fee-setting purposes, identify total cost (including indirect costs) to enable full recovery of all costs associated with the service provided when allowed by law and economic/market considerations.
6. Discretionary Programs: Do not recommend new discretionary programs unless the programs are stated Board priorities, are fully funded by non-General Fund sources in FY2013/14, and will continue to be in future years. Where the County has discretion, reduce the level of services or eliminate programs. Seek legislative relief or reform for programs when feasible to facilitate service outcomes over prescribed processes and procedures.

Budget Construction & Legal Requirements

7. Pursue Operational Efficiencies: Explore reducing expenditures and maximizing revenues through automation and moving toward self-help service delivery where feasible, consolidation of functions and streamlining of County operations.
8. County Share: If funding is reduced, there should be no increased County share for programs funded primarily from non-General Fund sources, unless increased County share is mandated or the program is a high priority for the Board of Supervisors, and the amounts are feasible in light of the County's fiscal situation.

Fund Balance Policy

On February 13, 2007, the Board adopted a policy on the General Fund Reserve. On June 14, 2011, the Board approved changes to the General Fund Reserve Policy to conform to Government Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. While the changes primarily affect reporting and not budgeting, changes in terminology are notable.

The General Fund Reserve and Other Designations Policy was updated and renamed Fund Balance Policy. The classifications for governmental funds of designations, reserves and unreserved/undesignated were replaced by the five categories of non-spendable, restricted, committed, assigned and unassigned.

Examples of these five categories of fund balance are:

- a. Non-spendable: Long-term loans
- b. Restricted: Public Facilities Fees
- c. Committed: General Fund Balance for Accrued Leave Payoff
- d. Assigned: General Fund contribution to other funds
- e. Unassigned: Residual net Fund Balance

Key provisions of the Board's updated Fund Balance Policy include:

The General Fund General Reserve will be maintained at a level equal to 10% of the County's total budget excluding inter-fund transfers, with a minimum balance of \$20 million at all times. This level will be maintained to provide the County with sufficient working capital and a comfortable margin to support one-time costs for the following purposes:

- When the County faces economic recession/ depression and the County must take budget action.
- When the County is impacted by a natural disaster or any other emergency.
- When the County experiences unexpected declines in revenues and/or when unpredicted large one-time expenditures arise.

In circumstances where the General Fund General Reserve has fallen below the established level, the County shall replenish the deficiency within five fiscal years or as soon as economic conditions allow from the following revenue sources: year-end surpluses, non-recurring revenues, or if legally permissible and with a defensible rationale, from excess resources in other funds.

Subject to the Board of Supervisors' restrictions, the following will guide how the General Fund General Reserve should be used:

1. Use the General Fund General Reserve to phase into fiscal distress periods gradually, focusing on maintaining the Board's priorities.
2. To the extent possible, use the General Fund General Reserve as the last resort to balance the County Budget.
3. To the extent possible, the spending down of the General Fund General Reserve should not exceed \$6 million a year (Board of Supervisors' policy direction on February 13, 2007).

The General Fund General Reserve should not be used to support recurring operating expenditures. The General Fund General Reserve is subject to restrictions imposed by Government Code §29086, which limits the Board's access to the General Reserve during the annual budget process and requires 4/5 vote by the Board.

General Fund Balance for Accrued Leave Payoff

During Fiscal Year 2005/06 Budget Hearings, the Board established a **Reserve for Accrued Leave Payoffs**. In accordance with GASB 54, this Reserve has been renamed as General Fund Balance for Accrued Leave Payoff. The purpose of this fund balance is to minimize the fiscal impact of employee retirements on County Departments' budgets. These funds are to be used

for large employee payoffs upon retirement or employment separation from the County when the respective department has insufficient appropriations during the fiscal year to fund these payoffs. The following criteria and procedures were approved by the Board for managing the General Fund Balance for Accrued Leave Payoff:

1. Minimum General Fund Balance for Accrued Leave Payoff. On an annual basis, the Auditor-Controller shall calculate the projected leave payout requirements for the subsequent five years, net of Federal and State reimbursements, and provide the information to the County Administrator's Office for inclusion in the following year's Recommended Budget. The Board's policy is to maintain General Fund Balance for Accrued Leave Payoff equal to 40% of the five-year projected leave payout requirements net of federal and state reimbursements, with a minimum of \$2 million balance maintained at all times.
2. Replenishing General Fund Balance for Accrued Leave Payoff. In circumstances where the General Fund Balance for Accrued Leave Payoff has fallen below the established requirement, the County shall replenish the deficiency within three fiscal years or as soon as economic conditions allow from the following revenue sources: year-end surpluses, non-recurring revenues, or if legally permissible and with a defensible rationale, from excess resources in other funds.
3. Anticipated Accrued Leave Payoffs. During the budget process, a General Fund Department or a Department that receives a General Fund contribution should determine the amount needed to cover anticipated accrued leave payoffs for the upcoming year and include the amount in their budget and work with the CAO to determine the funding strategy to include the appropriate amount in the Recommended Budget. Strategies may be:
 - a. If the Department has sufficient appropriations to fund the accrued leave payoff, the Department shall absorb the cost.
 - b. If the Department cannot absorb the cost, the Department must work with the CAO to determine the funding source(s) to offset the increased costs. Funding from the **General Fund Balance for Accrued Leave Payoff** may serve as a resource to provide the affected Department with the General Fund share of the employee payoff.
 - c. The General Fund share of the estimated accrued leave payoff will be appropriated in the General Expenditures budget during the budget process. This appropriation will be funded from the **General Fund Balance for Accrued Leave Payoff**.
 - d. The CAO is authorized to make necessary budget adjustments to the affected Department(s) **without** Board approval up to the amount appropriated in 3. c. above.
4. Unanticipated Accrued Leave Payoffs. During the budget year, Departments may have employees retire/terminate that were not factored in the accrued leave payoff calculation. Departments should consult with the CAO to determine the most appropriate funding strategy.
 - a. General Fund Departments or Departments that receive a General Fund contribution should determine if sufficient appropriations are available in their budget to absorb the payoff, and, if not, work with the CAO to determine the appropriate level of funding from the **General Fund Balance for Accrued Leave Payoff** as indicated above in 3. c. or General Fund Contingency. These actions require a 4/5 vote of the Board.
 - b. Non-General Fund Departments or Departments that do not receive General Fund contributions will need to determine if their respective program has sufficient appropriations or contingencies to support the accrued leave payoff and should adjust their budget accordingly at Mid-Year or Third Quarter, if necessary. If their respective program does not have sufficient appropriations or contingencies to support the accrued leave payoff, the Department(s) should work with the CAO to determine the appropriate funding strategy.

Contingency Policy

On February 13, 2007, the Board adopted the General Fund Contingency policy to establish a level equal to 10% of the General Fund total budget. Appropriations for Contingencies are legal authorizations granted by the Board of Supervisors to be used for one-time unexpected needs that arise outside of the regular budget planning process. Pursuant to Government Code §29130, access to the Appropriation for Contingency requires a 4/5 vote of the Board of Supervisors.

Investment Policy

The County maintains an Investment Pool managed by the Treasurer-Tax Collector-County Clerk. The Pool acts as a depository for funds from over 80 units of local government, including funds of the county school districts, special districts and other entities.

Budget Construction & Legal Requirements

Amounts deposited in the Investment Pool are invested in accordance with investment policy guidelines established by the County Treasurer and approved by the Board.

The primary objectives of the Policy are:

- Safety - Maintain the security of principal
- Liquidity - Ensure adequate liquidity to meet its cash flow needs for pool participants
- Yield - Generate returns commensurate with the inherent risks being managed

The Policy addresses the soundness of financial institutions in which the County deposits funds, types of investment instruments as permitted by the California Government Code §53601, and the percentage of the portfolio that may be invested in certain instruments with longer maturity.

Debt Policy

The County Administrator's Office maintains a Debt Advisory Committee, consisting of the Assistant County Administrator or Budget Officer, Auditor/Controller, and Treasurer/Tax Collector/County Clerk. The Committee provides analyses and recommendations through the County Administrator for policy implementation and oversight.

The County establishes fund accounts to manage and budget resources for the payment of interest and principal for general long-term debt. The County also incurs debt when prudent to reduce future costs, such as pension obligation bonds.

Conditions for debt issuance are as follows:

- Purpose and Use of Debt - long-term General Fund debt will be incurred based on the County's needs and ability to repay, and where appropriate, methods and sources of funding will be maximized. Long-term debt will be restricted to those capital improvements that cannot be funded from current revenues.
- Types of Debt - includes General Obligation Bonds, Revenue Bonds, Certificates of Participation, Commercial Paper, Lease-Purchase Agreements and other obligations.
- Project Life - debt shall not exceed the useful life of the asset being acquired or constructed.
- Refunding Policies - the County maintains a debt structure that allows for early retirement of debt.

Restrictions on debt issuance include:

- The use of debt to fund operating costs or projects associated with operating costs are prohibited.
- Short-term debt will not be used to finance long-term debt.

Debt service limitations include:

- Debt is a policy decision which requires a financial condition analysis that incorporates economic trends, benchmark studies, and all other forces impacting the future finances of the County.
- Analysis of debt burden is measured, but not limited to, the following ratios:
 - Debt service requirements as a percentage of General Fund Revenue.
 - Debt service as a percentage of Per Capita Income.
 - Debt service as a percentage of General Fund Expenditures.

In addition to the policy above, California Government Code, §29909 states the total amount of bonded indebtedness shall not at any time exceed 5% of the taxable property of the county as shown by the last equalized assessment roll.

Resource Reduction Strategy

In the event reductions in resources in any fiscal year require actions to balance the budget, the County will be guided by the following:

1. General Philosophy

- a. To the extent possible, across-the-board reductions in expenditures will be avoided. Reductions will be made on a case-by-case basis. The emphasis will be on conserving General Fund discretionary resources to finance high priority

programs, as set forth in the Solano County Strategic Plan adopted by the Board on December 11, 2007 and as further defined by the Board annually. If necessary, funding for lower priority programs will be reduced or eliminated to ensure appropriations remain in balance with resources;

- b. The County administers a number of costly State programs that are heavily funded by State and Federal dollars. Compared to the State and Federal governments, the County has only limited ability to raise revenues. Recognizing that, in the event of a substantial reduction in resources for these programs, the County's goal, to the extent legally possible, is to avoid back-filling reductions in State and Federal dollars with County discretionary dollars;
- c. Maintaining a highly professional service delivery system is of foremost importance to the County. Thus, if it becomes necessary to make significant service delivery reductions, the goal will be to reduce the quantity of a service provided rather than the quality of service; and
- d. Finally, every effort will be made to continue capital and planning programs geared toward meeting the County's long-term needs.

2. Resource Reduction Priorities

a. Short-Term Actions

The following actions, listed in priority order, will be considered when dealing with the immediate impact of a reduction in resources. The purpose of these actions is to achieve immediate savings and/or better position the County to deal with the impact of longer-term actions once they are implemented.

- i. A Selective Hiring process will be implemented. Funding sources, Board priorities, the nature of the program, the potential for service delivery disruption, and the type of position – is it “Mission Critical?” will be considered by the CAO in implementing the hiring process.
- ii. Implementation of new programs, not fully operational, that are not fully revenue-offset, will be subject to further CAO review and recommendation to the Board.
- iii. Purchase of equipment will be selectively deferred and reviewed annually. Funding source and impact on service delivery will be considered in implementing the deferral.
- iv. On March 13, 2012 the Board approved revisions to the Voluntary Time Off (VTO) Program, and declared the time period of July 1, 2012 through June 30, 2013 as a period of economic hardship. This current policy continues in effect until the economic downturn has improved. The policy provides for employees to participate in the VTO Program with the opportunity to voluntarily reduce their work day, work week or to take a block of time off while retaining most benefits. VTO may be requested and authorized in six-month increments from July through December and January through June. The purpose of this Program is to reduce County costs during a time of economic hardship through voluntary actions of employees. The VTO Program can only be used during the periods of economic hardship as designated by the Board of Supervisors. Approval of Voluntary Time Off is at the discretion of the Department Head who must take into consideration workload, service demands and other organizational implications.

b. Long-Term Actions

The following actions will be considered when dealing with the longer-term impact of a significant reduction in resources. As appropriate, these reductions will be reflected in the Recommended Budget, and/or Midyear or Third Quarter budget adjustments. The actions are listed in priority order and lower priority actions will be implemented only if higher priority actions are insufficient to deal with the fiscal shortfall:

- i. General Fund discretionary contributions to certain programs that are primarily the State's responsibility will be capped at current levels, to the extent legally possible. Except as required by law, the County will not use General Fund dollars to backfill reductions in State or Federal funding for these programs.
- ii. A moratorium will be placed on implementing new programs or expanding existing programs if the cost of those programs or expansions is not fully revenue-offset and a secure long-term funding source is not identified.

Budget Construction & Legal Requirements

- iii. Moderate service level reductions will be proposed on a case-by-case basis. These service level reductions will focus first on reducing General Fund support for those programs that have not been identified as a high priority by the Board.
- iv. Discretionary resources that have been earmarked by the Board for certain purposes will be proposed for re-allocation to fund on-going programs that are a priority for the Board.
- v. General Fund support to outside agencies not controlled by the Board should be greatly reduced or eliminated. This refers to the use of General Fund to support outside agencies whose programs are not aligned with Board priorities, and/or the County has determined would not be provided directly by the County.
- vi. Major program reductions will be proposed in accordance with the Solano County Strategic Plan and the General Philosophy described above. These reductions will fall into two general categories:
 - Program reductions that will be made in response to significant reductions in State funding for programs that are primarily the State's responsibility. In this case, the County will consider returning responsibility to the State for operating those programs to the extent permitted by law. Where returning responsibility to the State is not legally possible, County General Fund support for these programs will be reduced to the minimum level possible, consistent with State mandate requirements.
 - Program reductions will be proposed in response to a reduction in County discretionary revenue. In this case, reductions will be made first in those programs that are not related to the Board's priorities and goals.

Hiring Policy

In FY2010/11, a Selective Hiring Freeze process was instituted to help contain costs due to the State's continuing budget shortfall and to help balance the County's Budget. The County Administrative Officer (CAO) was authorized to selectively fill vacant positions based on the affected Department's need and the particular position's function. The hiring process will be extended and applied by the CAO in FY2013/14. Authorization to recruit for vacant positions will be reviewed in terms of the definition of "Mission Critical" positions presented to the Board on October 4, 2011.

1. Duration

This Policy will be in effect until the State's budget and fiscal policies and their impacts on the County are known, and a long-term plan to address those impacts is formulated and approved by the Board. It is recommended that the Policy be in effect until no longer warranted and/or recovery from loss of sales and property taxes due to current economic recession materializes.

2. Goal of Hiring Process

The goal of this Policy is to contain costs and to provide clear direction for hiring and implementing staffing reductions, if necessary.

4. Hiring Guidelines for FY2013/14

The County Administrator's approval is required to fill departmental position requests. In evaluating whether to fill a vacant position, the following is to be considered:

- a. Is the position critical to the operation of an essential public safety activity, such that not filling the position will put the lives, health or safety of residents or other staff at risk? Is the position critical to avoid liability and limit impairment or disruption to the delivery of mandated services? If the answer is yes to both questions, the position can be considered for approval by the CAO.
- b. Is the program that the position supports funded on an on-going basis by a dedicated and assured revenue source? Is the position unique to that program? If the answer is yes to both these questions, then, absent other considerations, the position can be advanced for CAO consideration.
 - i. A position is considered unique to a program when the classification is not located in any other department or program. Examples might be Librarians or Engineers. In this context, an Office Assistant would not be a unique position, because this classification is found in many different programs and, in the event of the potential need to

- eliminate filled positions, an Office Assistant could be transferred from one program to another within the County organization.
- ii. Before consideration will be given a position that meets the stated criteria, departments should evaluate whether the resources involved could instead be used to help mitigate the impact on the County of revenue reductions in other areas.
- c. If a position is not filled, is the resulting reduction of services for a program below a legally mandated level? If the answer is yes, the position can be considered, but subject to the following:
 - i. The Department should first explore obtaining a waiver of any service level mandate or the feasibility of ending the program or returning responsibility for the program to the State.
 - ii. To the extent practical, efforts should be made to fill the position using the call-back of a laid-off County employee formerly serving in the same classification, or extra help or through internal recruitment.
 - d. If a position is not filled, is the result a diminished service level where, in the department's judgment, the program's effectiveness is seriously compromised? If the answer is yes, the department should further consider the following:
 - i. Is this a high priority program as determined by the Board of Supervisor's Strategic Plan and priorities?
 - ii. A thorough exploration of alternative means of providing adequate services has determined they are not feasible or are more costly.
 - iii. To the extent practical, efforts should be made to fill the vacant position using the call-back of a laid off County employee formerly serving in the same classification, or extra help or through internal recruitment.
 - e. Is the position in question a critical and hard-to-fill position, as evidenced by repeated, unsuccessful attempts by the Department to recruit? If the answer is yes, and if the program is a high priority for the Board of Supervisors, then the position can be considered.

The Board approved in February 2008 the following actions in preparation for further reductions that may be required for the future. These actions, reaffirmed by the Board in 2011, are:

If possible, in times of economic uncertainty, to help maintain the County's financial stability:

- Departments are directed to immediately halt the implementation of all new programs without a dedicated funding source and that are not already fully implemented.
- Departments are required to obtain CAO approval for the purchase of all capital assets or any computer-related purchase that has not been previously included in the Refresh Policy. Approval will only be granted if the cost of the equipment is fully revenue-offset or is critical to program operations.
- Departments are directed to take whatever steps necessary to end the fiscal year with no increase in County Contribution.
- Departments are directed to control and reduce travel costs.

Summary of Designated Responsibilities for Actions

As previously discussed, State laws and County ordinances prescribe the manner and form in which the Budget is presented. Additional responsibilities and the delegation for preparation, review, approval and amending the Budget are also established by statute and ordinance, and by policies coordinated through the Board of Supervisors, the County Administrator and the Auditor-Controller's Office.

Listed below are additional actions requiring a four-fifths vote of the Board of Supervisors:

- Appropriation increases within a fund.
- Appropriations from contingencies.
- Appropriations of unanticipated revenues.
- Transfers between funds.
- Transfers from designated reserves.

Budget Construction & Legal Requirements

- Transfers from equipment replacement reserves.
- Transfers from the General Fund General Reserve (only during budget hearings).

Listed below are additional actions requiring a majority vote of the Board of Supervisors:

- Approval of a capital asset over \$50,000 that does not increase the overall department budget.
- Reduction of appropriations and revenues for funding not realized.
- Approval of contracts and amendments when the aggregate amount of the contract and amendment(s) is equal to or in excess of \$50,000 per fiscal year.
- Approval of petty cash accounts over \$3,000, with the exception of the County Library's petty cash account of \$5,000.
- Transfers between Departments within a Fund.
- Transfers between Capital Projects.
- Transfers equal to or more than \$50,000 from salaries and benefits (accounts 1110 through 1999) within a Department.
- Approval of grant application submissions when the amount of the grant is equal to or more than \$50,000 per fiscal year or when the grant-funded activity has General Fund impacts after the grant funds run out.

Listed below are the actions delegated to the County Administrator:

- Approval of a capital asset up to \$50,000 that does not increase the Department's budget.
- Approval of a type of capital asset in lieu of one already budgeted.
- Approval of appropriation transfers to reclassify capital asset appropriations incorrectly budgeted in the categories of Services and Supplies or Other Charges.
- Transfers between divisions, bureaus and sections within a Department provided the total appropriation of the Department is not changed.
- Approval of appropriation transfers to ensure proper classification in accordance with generally accepted accounting principles.
- Transfers less than \$50,000 from salaries and benefits (accounts 1110 through 1999) to other object categories within a Department.
- Transfers to and from expenditure categories 2000 – Services and Supplies, 3000 – Other Charges, 5000 – Other Financing Uses, and 7000 – Intra-Fund Transfers, provided the total appropriation of the budget is not changed.
- Transfers to and from the following accounts: Salary/Wages-Regular (1110); Other Post-Employment Benefits (1213); Compensation Insurance (1240); Insurance-Property (2050); Liability Insurance (2051); Central Data Processing Services (2266); Countywide Administrative Overhead (3710); Building Use Allowance (3712); and Pension Obligation Bonds (5040), provided the total budget is not changed.
- Approval of contracts and amendments when the aggregate amount of the contract and amendment(s) is less than \$50,000 per fiscal year.
- Approval of appropriation transfers to increase the Fleet Management budget when Departments have received approval from the Board to purchase new vehicles.
- Approval of appropriation transfers for Operating Transfers In when an Operating Transfer Out has already received Board approval.
- Approval of appropriation transfers for Interfund Services provided (subobjects 0009690-0009698) when an Interfund Services used (subobjects 0003690-0003698) has already been budgeted/used and the total budgeted revenue is not increased.
- Approval of modified work weeks and flexible work schedules for County departments provided the County departments can demonstrate a benefit for the County, and if applicable, meet its obligation under the Meyers-Millias-Brown Act (MMBA) with represented employees.

Budget Construction & Legal Requirements

- Approval of grant application submissions when the amount of the grant is less than \$50,000 per fiscal year.
- Authority to release a Department head from accountability of unaccounted capital assets if it has a Fair Market Value of less than \$5,000 or it has been stolen and has a Fair Market Value of less than \$50,000. The Department must provide a copy of the police report, and the CAO must determine no negligence occurred.
- Authority to delete positions that have been vacant for over six months, in accordance with the 2011 Budget Reduction Strategy of eliminating or freezing vacant positions and only filling positions that are "Mission Critical" to the organization, and to direct the Director of Human Resources to make technical changes to the Position Allocation List.

Listed below are actions delegated to the Director of Human Resources:

- Affirm the appropriate jurisdictions are utilized for comparison purposes when determining compensation for County positions.
- Affirm the County's policy of no retroactivity for compensation during negotiation with its bargaining units.
- Affirm that the Director of Human Resources, as provided for in the Employer/Employee Relations Rules and Regulations, may enter into side letter agreements or MOU amendments with represented bargaining units to resolve employee/employer disputes and/or issues.
- Affirm the County's policy that extra help employees are limited to working 999 hours per fiscal year. In the event the employee works over 999 hours per fiscal year, affirm the County's policy of providing CalPERS benefits in the same manner as represented employees.
- Authorize the Director of Human Resources, with the concurrence of the County Administrator's Office, to temporarily increase the number of positions in a Department without further approval of the Board of Supervisors when an employee has announced their retirement/separation from the County and the Department has a compelling reason that the retiree-to-be should train his/her replacement.
- Authorize the Director of Human Resources to review the classifications in the Senior Management Group, unrepresented and at-will employees.
- Affirm that the Director of Human Resources shall implement benefit changes for unrepresented employees in the Executive Management and the Confidential Group consistent with the benefits received by represented employees.

Listed below are additional actions delegated to the Auditor-Controller:

- Deposit prior year SB90 revenues in General Revenues when a Department has a Net County Cost or receives a General Fund Contribution.
- Authorize the Auditor-Controller, in consultation with the County Administrator, to carry forward Board-approved capital project appropriations into subsequent years to facilitate the accounting and management of multi-year capital projects.
- Approve petty cash requests up to \$3,000, with the exception of requests of up to \$5,000 for the County Library's petty cash account.
- Process Appropriation Transfer Requests (ATR) as approved by the Board of Supervisors or County Administrator.
- Authorize the Auditor-Controller, with concurrence from the County Administrator, to reclassify appropriations between the maintenance accounts, interfund services, and capital outlay accounts within the same project budget, so long as total appropriations are not increased.
- Authorize the Auditor-Controller, with concurrence from the County Administrator, to decrease capital outlay appropriations within the respective capital project funds, and to increase appropriations in Public Art Fund to cover costs associated with the public art project to ensure compliance with Solano County Public Art Ordinance, Code Section 5-5.
- Authorize the Auditor-Controller to apply amounts received from Departments for the costs of the PARS Supplementary Retirement Plan to the Pension Debt Service Fund through FY2015/16.
- After the adoption of the Budget for FY2013/14, authorize the Auditor-Controller, with the County Administrator's approval, to:

Budget Construction & Legal Requirements

- As part of FY2012/13 closeout, transfer County General Fund contribution between Departments within Funds 900 (Public Safety) and 902 (Health & Social Services), provided the total appropriation of the individual Funds are not changed.
- As may be authorized by the Board of Supervisors following Budget Hearing deliberations:
 - Increase the General Fund Balance for Accrued Leave Payoff by \$1.8 million and \$2.1 million for Deferred Maintenance; and/or
 - Partially or wholly payoff the outstanding principal balance of the General Fund loan for Pension Obligation Bonds; and/or
 - Establish a General Fund Balance Reserve for future CalPERS rate increases. Given recent changes to PERS actuarials assumptions for employee pensions the County faces a potential 50% increase in employer rates starting July 1, 2015. If there is sufficient funding after year end it is recommended that the Board put at least \$3 million into a reserve account.
- Increase the General Fund General Reserve by the:
 - Amount the General Fund's Year-end Fund Balance exceeds the Third Quarter projections; and/or
 - Repayments from the Pension Debt Service Fund and other General Fund loans.
- Consider establishing a General Fund Reserve or budget allocation of \$2 million using one-time Housing set-aside funds for SB375 implementation and/or to address temporary and long-term housing needs for children, families, special needs clients, and older, indigent and disabled adults.
- Consider assigning \$500,000 to Non-County Agencies.
- Authorize the Auditor-Controller, with the County Administrator's approval, to increase the General Fund Balance for Accrued Leave Payoff by the amount appropriated in the General Expenditures Budget for Accrued Leave Payoff not used by the end of the fiscal year.

Listed below is an additional action delegated to Departments:

- Request individual purchase of materials and services under \$5,000 in compliance with County Purchasing policies. Purchase orders will not be required for items under \$5,000.

**State of California Schedule 1
All Funds Summary**

**COUNTY OF SOLANO
SCHEDULE 1
ALL FUNDS SUMMARY
FY2013/14**

FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
	FUND BALANCE AVAILABLE 06/30/13 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
GOVERNMENTAL FUNDS							
GENERAL FUND	39,858,532	3,227,686	176,098,506	219,184,724	209,283,009	9,901,715	219,184,724
SPECIAL REVENUE FUNDS	25,015,544	5,706,619	531,726,239	562,448,402	562,448,402	0	562,448,402
CAPITAL PROJECT FUNDS	3,015,157	0	11,245,894	14,261,051	14,261,051	0	14,261,051
DEBT SERVICE FUNDS	(16,348,751)	0	38,189,583	21,840,832	21,840,832	0	21,840,832
TOTAL GOVERNMENTAL FUNDS	51,540,482	8,934,305	757,260,222	817,735,009	807,833,294	9,901,715	817,735,009
OTHER FUNDS							
INTERNAL SERVICE FUNDS	0	580,873	38,420,058	39,000,931	39,000,931	0	39,000,931
ENTERPRISE FUNDS	1,289,439	0	2,213,215	3,502,654	3,502,654	0	3,502,654
SPECIAL DISTRICTS & OTHER AGENCIES	432,804	149,696	3,393,218	3,975,718	3,975,718	0	3,975,718
TOTAL OTHER FUNDS	1,722,243	730,569	44,026,491	46,479,303	46,479,303	0	46,479,303
TOTAL ALL FUNDS	53,262,725	9,664,874	801,286,713	864,214,312	854,312,597	9,901,715	864,214,312

**State of California Schedule 2
Governmental Funds Summary**

**COUNTY OF SOLANO
SCHEDULE 2
GOVERNMENTAL FUNDS SUMMARY
FY2013/14**

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2013 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
GENERAL FUNDS								
001	GENERAL FUND	39,858,532	3,227,686	176,098,506	219,184,724	209,283,009	9,901,715	219,184,724
	TOTAL GENERAL FUNDS	39,858,532	3,227,686	176,098,506	219,184,724	209,283,009	9,901,715	219,184,724
SPECIAL REVENUE FUNDS								
004	COUNTY LIBRARY	6,871,341	412,904	17,317,369	24,601,614	24,601,614	0	24,601,614
012	FISH/WILDLIFE PROPAGATION	26,768	0	4,480	31,248	31,248	0	31,248
016	PARKS AND RECREATION	(19,877)	0	1,270,169	1,250,292	1,250,292	0	1,250,292
035	JH REC HALL - WARD WELFARE	92,596	0	15,000	107,596	107,596	0	107,596
036	LIBRARY ZONE 1	438,384	0	938,017	1,376,401	1,376,401	0	1,376,401
037	LIBRARY ZONE 2	15,321	0	32,502	47,823	47,823	0	47,823
066	LIBRARY ZONE 6	5,907	0	13,150	19,057	19,057	0	19,057
067	LIBRARY ZONE 7	57,979	0	319,068	377,047	377,047	0	377,047
101	ROAD	323,676	1,155,954	22,795,734	24,275,364	24,275,364	0	24,275,364
105	HOUSING REHABILITATION	20,759	0	225,000	245,759	245,759	0	245,759
110	MICRO-ENTERPRISE BUSINESS	53,027	0	300,255	353,282	353,282	0	353,282
120	HOMEACRES LOAN PROGRAM	1,146,942	0	10,000	1,156,942	1,156,942	0	1,156,942
150	HOUSING & URBAN DEVELOP	0	0	3,145,379	3,145,379	3,145,379	0	3,145,379
151	FIRST 5 FUTURE INITIATIVE	0	0	168,969	168,969	168,969	0	168,969
152	IHSS-PUBLIC AUTH	0	0	2,984,293	2,984,293	2,984,293	0	2,984,293
153	FIRST 5 SOLANO	1,592,120	769,586	4,078,533	6,440,239	6,440,239	0	6,440,239
215	RECORDER SPECIAL REVENUE	6,646,212	0	796,000	7,442,212	7,442,212	0	7,442,212
228	LIBRARY - FRIENDS & FOUNDAT	110,684	0	120,500	231,184	231,184	0	231,184
233	DA SPECIAL REV	2,007,779	0	322,838	2,330,617	2,330,617	0	2,330,617
241	CIVIL PROCESSING FEES	517,395	0	251,226	768,621	768,621	0	768,621
253	SHERIFF'S ASSET SEIZURE	173,945	0	2,500	176,445	176,445	0	176,445
256	SHERIFF OES	310,072	0	1,604,143	1,914,215	1,914,215	0	1,914,215
263	CJ TEMP CONSTRUCTION	306,630	0	269,376	576,006	576,006	0	576,006
264	CRTHSE TEMP CONST	606,562	0	267,557	874,119	874,119	0	874,119
278	PUBLIC WORKS IMPROVEMENT	77,498	0	31,400	108,898	108,898	0	108,898

**State of California Schedule 2
Governmental Funds Summary**

FUND	FUND NAME	TOTAL FINANCING SOURCES				TOTAL FINANCING USES		
		FUND BALANCE AVAILABLE 06/30/2013 ESTIMATED	DECREASES TO OBLIGATED FUND BALANCES	ADDITIONAL FINANCING SOURCES	TOTAL FINANCING SOURCES	FINANCING USES	INCREASES TO OBLIGATED FUND BALANCES	TOTAL FINANCING USES
281	SURVEY MONUMENT PRESERV	28,783	0	22,150	50,933	50,933	0	50,933
296	PUBLIC FACILITIES FEES	2,995,935	0	2,676,192	5,672,127	5,672,127	0	5,672,127
301	GEN SVCS SPECIAL REVENUE	2,313	0	208	2,521	2,521	0	2,521
325	SHERIFF'S OFFICE GRANTS	(454)	0	31,310	30,856	30,856	0	30,856
326	SHERIFF - SPECIAL REVENUE	299,825	0	572,355	872,180	872,180	0	872,180
369	CHILD SUPPORT SERVICES	247,364	0	12,493,523	12,740,887	12,740,887	0	12,740,887
390	TOBACCO PREVENTION & EDUC	66,943	0	217,368	284,311	284,311	0	284,311
900	PUBLIC SAFETY	0	0	155,523,931	155,523,931	155,523,931	0	155,523,931
901	C M F CASES	(6,885)	0	253,439	246,554	246,554	0	246,554
902	HEALTH & SOCIAL SERVICES	0	0	284,557,017	284,557,017	284,557,017	0	284,557,017
903	WORKFORCE INVEST BOARD	0	0	4,255,561	4,255,561	4,255,561	0	4,255,561
905	COUNTY LOCAL REV FUND 2011	0	0	284,211	284,211	284,211	0	284,211
906	MHSA	0	3,368,175	13,555,516	16,923,691	16,923,691	0	16,923,691
	TOTAL SPECIAL REVENUE FUNDS	25,015,544	5,706,619	531,726,239	562,448,402	562,448,402	0	562,448,402
	CAPITAL PROJECT FUNDS							
006	CAPITAL OUTLAY	7,203,580	0	6,195,133	13,398,713	13,398,713	0	13,398,713
106	PUBLIC ARTS PROJECTS	37,922	0	285	38,207	38,207	0	38,207
107	FAIRGROUNDS DEVELOP PROJ	(4,391,120)	0	4,916,073	524,953	524,953	0	524,953
249	HSS CAPITAL PROJECTS	164,775	0	134,403	299,178	299,178	0	299,178
	TOTAL CAPITAL PROJECT FUNDS	3,015,157	0	11,245,894	14,261,051	14,261,051	0	14,261,051
	DEBT SERVICE FUNDS							
306	PENSION DEBT SERVICE	(16,348,751)	0	27,300,581	10,951,830	10,951,830	0	10,951,830
332	GOVT CENTER DEBT SERVICE	0	0	7,910,996	7,910,996	7,910,996	0	7,910,996
334	H&SS SPH ADMIN/REFINANCE	0	0	2,515,823	2,515,823	2,515,823	0	2,515,823
336	2013 COP ANIMAL CARE PROJECT	0	0	462,183	462,183	462,183	0	462,183
	TOTAL DEBT SERVICE FUNDS	(16,348,751)	0	38,189,583	21,840,832	21,840,832	0	21,840,832
	TOTAL GOVERNMENTAL FUNDS	51,540,482	8,934,305	757,260,222	817,735,009	807,833,294	9,901,715	817,735,009

APPROPRIATIONS LIMIT
(2013/14)

APPROPRIATIONS LIMIT	<u>\$536,042,581</u>
APPROPRIATIONS SUBJECT TO LIMIT	<u>\$130,942,062</u>

**State of California Schedule 3
Fund Balance - Governmental Funds**

**COUNTY OF SOLANO
SCHEDULE 3
FUND BALANCE - GOVERNMENTAL FUNDS
FY2013/14**

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2013 ESTIMATED	ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	FUND BALANCE AVAILABLE 6/30/2013 ESTIMATED
GENERAL FUNDS						
001	GENERAL FUND	121,984,166	500,000	81,621,969	3,665	39,858,532
TOTAL	GENERAL FUNDS	121,984,166	500,000	81,621,969	3,665	39,858,532
SPECIAL REVENUE FUNDS						
004	COUNTY LIBRARY	8,827,019	250,000	1,702,441	3,237	6,871,341
012	FISH/WILDLIFE PROPAGATION	31,778	0	5,010	0	26,768
016	PARKS AND RECREATION	(19,377)	0	0	500	(19,877)
035	JH REC HALL - WARD WELFARE	92,596	0	0	0	92,596
036	LIBRARY ZONE 1	438,384	0	0	0	438,384
037	LIBRARY ZONE 2	15,321	0	0	0	15,321
066	LIBRARY ZONE 6	5,907	0	0	0	5,907
067	LIBRARY ZONE 7	57,979	0	0	0	57,979
101	ROAD	9,936,557	1,000,000	8,612,881	0	323,676
105	HOUSING REHABILITATION	1,190,194	0	1,169,435	0	20,759
110	MICRO-ENTERPRISE BUSINESS	53,027	0	0	0	53,027
120	HOMEACRES LOAN PROGRAM	1,976,172	0	829,230	0	1,146,942
153	FIRST 5 SOLANO	11,295,630	100,000	9,603,510	0	1,592,120
215	RECORDER SPECIAL REVENUE	7,811,774	0	1,165,562	0	6,646,212
228	LIBRARY - FRIENDS & FOUNDATION	110,684	0	0	0	110,684
233	DISTRICT ATTORNEY SPECIAL REV	2,212,363	0	204,584	0	2,007,779
241	CIVIL PROCESSING FEES	943,520	0	426,125	0	517,395
253	SHERIFF'S ASSET SEIZURE	173,945	0	0	0	173,945
256	SHERIFF OES	360,072	50,000	0	0	310,072
263	CJ TEMP CONSTRUCTION	306,630	0	0	0	306,630
264	CRTHSE TEMP CONST	606,562	0	0	0	606,562
278	PUBLIC WORKS IMPROVEMENT	174,763	0	97,265	0	77,498

**State of California Schedule 3
Fund Balance - Governmental Funds**

FUND	FUND NAME	TOTAL FUND BALANCE 6/30/2013 ESTIMATED	ENCUMBRANCES ESTIMATED	NONSPENDABLE RESTRICTED AND COMMITTED	ASSIGNED	FUND BALANCE AVAILABLE 6/30/2013 ESTIMATED
281	SURVEY MONUMENT PRESERV	28,783	0	0	0	28,783
282	COUNTY DISASTER	16,505	0	16,506	0	(0)
296	PUBLIC FACILITIES FEES	6,388,010	0	3,392,075	0	2,995,935
301	GEN SVCS SPECIAL REVENUE	2,313	0	0	0	2,313
323	CO LOW/MOD HSNG SET ASIDE	1,700,000	0	1,700,000	0	0
325	SHERIFF'S OFFICE GRANTS	(454)	0	0	0	(454)
326	SHERIFF - SPECIAL REVENUE	299,825	0	0	0	299,825
369	CHILD SUPPORT SERVICES	247,364	0	0	0	247,364
390	TOBACCO PREVENTION & EDUC	66,943	0	0	0	66,943
900	PUBLIC SAFETY	510,230	500,000	0	10,230	0
901	C M F CASES	(6,885)	0	0	0	(6,885)
902	HEALTH & SOCIAL SERVICES	531,170	500,000	0	31,170	0
903	WORKFORCE INVESTMENT BOARD	620	0	0	620	0
906	MHSA	19,699,076	0	19,699,076	0	0
TOTAL	SPECIAL REVENUE FUNDS	76,085,001	2,400,000	48,623,700	45,757	25,015,544
	CAPITAL PROJECT FUNDS					
006	CAPITAL OUTLAY	32,203,580	25,000,000	0	0	7,203,580
106	PUBLIC ARTS PROJECTS	37,922	0	0	0	37,922
107	FAIRGROUNDS DEVELOP PROJ	(4,391,120)	0	0	0	(4,391,120)
249	HSS CAPITAL PROJECTS	164,775	0	0	0	164,775
TOTAL	CAPITAL PROJECT FUNDS	28,015,157	25,000,000	0	0	3,015,157
	DEBT SERVICE FUNDS					
306	PENSION DEBT SERVICE	(12,124,621)	0	4,224,130	0	(16,348,751)
332	GOVT CENTER DEBT SERVICE	2,800,000	0	2,800,000	0	0
334	H&SS SPH ADMIN/REFINANCE	1,763,478	0	1,763,478	0	0
TOTAL	DEBT SERVICE FUNDS	(7,561,143)	0	8,787,608	0	(16,348,751)
	TOTAL GOVERNMENT FUNDS	218,523,180	27,900,000	139,033,277	49,422	51,540,482

**State of California Schedule 4
Reserves/Designations - By Governmental Funds**

**COUNTY OF SOLANO
SCHEDULE 4
OBLIGATED FUND BALANCES - BY GOVERNMENTAL FUNDS
FY2013/14**

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 6/30/13	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2013/14
			RECOMMENDED	ADOPTED BY THE BOARD OF SUPERVISORS	RECOMMENDED	ADOPTED BY THE BOARD OF SUPERVISORS	
001	GENERAL FUND						
	GENERAL						
	General Reserve	39,469,123					39,469,123
	Non-Spendable-LT Receivable	29,634,410			500,000		30,134,410
	Non-Spendable - Inventory	2,995					2,995
	Committed-Unfunded Employee Leave Payoff	4,918,370	800,000		1,800,000		5,918,370
	Committed-Deferred Maintenance	7,597,081	2,427,686		2,101,715		7,271,110
	Committed-Employer PERS Rate Increase				3,000,000		3,000,000
	Committed-Housing/SB375				2,000,000		2,000,000
	Assigned-Non County Agencies				500,000		500,000
	Assigned-Imprest Cash	3,655					3,655
	FUND TOTAL	81,625,634	3,227,686	-	9,901,715	-	88,299,663
	TOTAL GENERAL FUND	81,625,634	3,227,686	0	9,901,715	0	88,299,663
004	SPECIAL REVENUE FUNDS						
	COUNTY LIBRARY						
	General Reserve	234,258					234,258
	Non-Spendable - LT Receivable	162,904	162,904				0
	Committed - Equipment Replacement	1,055,279					1,055,279
	Committed - Library Debt	250,000	250,000				0
	Assigned - Imprest Cash	3,237					3,237
	Assigned - Deposits with Others	0					0
	FUND TOTAL	1,705,678	412,904	0	0	0	1,292,774
012	FISH/WILDLIFE PROPAGATION FUND						
	General Reserve	5,010					5,010
016	PARKS AND RECREATION						
	Assigned - Imprest Cash	500					500
101	ROAD						
	General Reserve	8,439,642	1,155,954				7,283,688
	Non-Spendable - Inventory	173,239					173,239
	FUND TOTAL	8,612,881	1,155,954	0	0	0	7,456,927
105	HOME INVESTMENT PARTNERSHIP						
	Non-Spendable - LT Receivable	1,169,435					1,169,435
110	MICRO-ENTERPRISE BUSINESS						
	Non-Spendable - LT Receivable	0					0
120	HOMEACRES LOAN PROGRAM						
	Non-Spendable - LT Receivable	829,230					829,230
153	FIRST 5 SOLANO						
	General Reserve	9,603,510	769,586				8,833,924
215	RECORDER SPECIAL REVENUE						
	General Reserve	1,165,562					1,165,562

**State of California Schedule 4
Reserves/Designations - By Governmental Funds**

FUND	FUND NAME AND FUND BALANCE DESCRIPTIONS	OBLIGATED FUND BALANCES 6/30/13	DECREASES OR CANCELLATIONS		INCREASES OR NEW OBLIGATED FUND BALANCES		TOTAL OBLIGATED FUND BALANCES FOR THE BUDGET YEAR 2013/14
			RECOMMENDED	ADOPTED BY THE BOARD OF SUPERVISORS	RECOMMENDED	ADOPTED BY THE BOARD OF SUPERVISORS	
233	DISTRICT ATTORNEY SPECIAL REV General Reserve	204,584					204,584
239	TOBACCO SETTLEMENT General Reserve	-					0
241	CIVIL PROCESSING FEES General Reserve	426,125					426,125
278	PUBLIC WORKS IMPROVEMENT General Reserve	97,265					97,265
282	COUNTY DISASTER General Reserve	5,950					5,950
	Non-Spendable - LT Receivable	10,556					10,556
	FUND TOTAL	16,506					16,506
296	PUBLIC FACILITIES FEES General Reserves	3,392,075					3,392,075
323	COUNTY LOW/MOD HSNG SET ASIDE General Reserves	1,700,000					1,700,000
900	PUBLIC SAFETY Assigned - Imprest Cash	6,275					6,275
	Assigned - Imprest Account Debit Card	3,955					3,955
	FUND TOTAL	10,230					10,230
902	HEALTH & SOCIAL SERVICES Assigned - Imprest Cash	4,500					4,500
	Assigned - Imprest Account Debit Card	26,670					26,670
	FUND TOTAL	31,170					31,170
903	WORKFORCE INVESTMENT BOARD Assigned - Imprest Cash	620					620
906	MENTAL HEALTH SERVICES ACT General Reserves	19,699,076	3,368,175				16,330,901
	TOTAL SPECIAL REVENUE FUNDS	48,669,457	5,706,619	0	0	0	42,962,838
	DEBT SERVICE FUNDS						
306	PENSION DEBT SERVICE Non-Spendable - LT Receivable	4,224,130					4,224,130
	General Reserves	2,800,000					2,800,000
	FUND TOTAL	7,024,130					7,024,130
334	H&SS SPH ADMIN/REFINANCE General Reserves	1,763,478					1,763,478
	TOTAL DEBT SERVICE FUNDS	8,787,608	0	0	0	0	8,787,608
	TOTAL GOVERNMENTAL FUNDS	139,082,699	8,934,305	0	9,901,715	0	140,050,109

**State of California Schedule 5
 Summary of Governmental Funds' Additional Financing Sources by Source**

**COUNTY OF SOLANO
 SCHEDULE 5
 SUMMARY OF ADDITIONAL FINANCING SOURCES BY SOURCE AND FUND
 GOVERNMENTAL FUNDS
 FY2013/14**

DESCRIPTION	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
SUMMARIZATION BY SOURCE				
Taxes	124,178,315	114,388,533	133,860,364	17 %
Licenses, Permits & Franchise	6,761,316	6,091,124	5,880,359	(3) %
Fines, Forfeitures & Penalty	3,856,955	3,861,884	3,025,645	(22) %
Revenue From Use Of Money/Prop	2,347,561	1,817,303	1,826,430	1 %
Intergovernmental Revenues	302,842,136	389,829,223	337,461,327	(13) %
Charges For Services	77,983,689	85,503,599	84,324,616	(1) %
Misc Revenues	14,799,372	13,648,154	13,280,690	(3) %
Other Financing Sources	132,887,321	158,058,308	177,600,791	12 %
Residual Equity Transfers	0	0	0	0 %
TOTAL SUMMARIZATION BY SOURCE	665,656,665	773,198,128	757,260,222	(2) %
SUMMARIZATION BY FUND				
001 GENERAL FUND	178,215,825	173,445,686	176,098,506	2 %
004 COUNTY LIBRARY	16,901,720	15,555,839	17,317,369	11 %
012 FISH/WILDLIFE PROPAGATION	5,329	23,599	4,480	(81) %
016 PARKS AND RECREATION	1,308,844	1,335,776	1,270,169	(5) %
035 JH REC HALL - WARD WELFARE	14,686	15,000	15,000	0 %
036 LIBRARY ZONE 1	996,217	877,441	938,017	7 %
037 LIBRARY ZONE 2	29,663	29,462	32,502	10 %
066 LIBRARY ZONE 6	14,124	14,029	13,150	(6) %
067 LIBRARY ZONE 7	315,495	308,261	319,068	4 %
101 ROAD	17,718,679	21,979,736	22,795,734	4 %
105 HOUSING REHABILITATION	92	300,120	225,000	(25) %
110 MICRO-ENTERPRISE BUSINESS	154,454	2,307	300,255	12,915 %
120 HOMEACRES LOAN PROGRAM	20,688	12,875	10,000	(22) %
150 HOUSING & URBAN DEVELOPMENT	2,640,706	3,770,967	3,145,379	(17) %
151 FIRST 5 FUTURE INITIATIVE	0	222,075	168,969	(24) %
152 IN HOME SUPP SVCS-PUBLIC AUTH	2,653,220	2,665,400	2,984,293	12 %

State of California Schedule 5
Summary of Governmental Funds' Additional Financing Sources by Source

DESCRIPTION	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
153 FIRST 5 SOLANO	4,597,078	4,188,461	4,078,533	(3) %
215 RECORDER SPECIAL REVENUE	754,678	766,500	796,000	4 %
228 LIBRARY - FRIENDS & FOUNDATION	98,149	122,100	120,500	(1) %
233 DISTRICT ATTORNEY SPECIAL REV	735,447	688,817	322,838	(53) %
238 SE VALLEJO REDEVELOPMENT SETT	6	0	0	0% %
239 TOBACCO SETTLEMENT	3,271	150	0	(100) %
241 CIVIL PROCESSING FEES	259,897	251,511	251,226	(0) %
253 SHERIFF'S ASSET SEIZURE	14,225	11,000	2,500	(77) %
256 SHERIFF OES	1,878,923	834,568	1,604,143	92 %
263 CJ TEMP CONSTRUCTION	391,823	355,976	269,376	(24) %
264 CRTHSE TEMP CONST	393,515	356,637	267,557	(25) %
278 PUBLIC WORKS IMPROVEMENT	15,391	15,500	31,400	103 %
281 SURVEY MONUMENT PRESERVATION	9,455	8,230	22,150	169 %
282 COUNTY DISASTER	151,619	0	0	0% %
296 PUBLIC FACILITIES FEES	3,938,246	2,074,252	2,676,192	29 %
301 GEN SVCS SPECIAL REVENUE	243	260	208	(20) %
325 SHERIFF'S OFFICE GRANTS	381,470	148,249	31,310	(79) %
326 SHERIFF - SPECIAL REVENUE	623,358	624,289	572,355	(8) %
340 LOCAL LAW ENFORCE BLOCK GRANT	843	4	0	(100) %
369 CHILD SUPPORT SERVICES	11,973,421	12,200,909	12,493,523	2 %
390 TOBACCO PREVENTION & EDUCATION	165,174	290,720	217,368	(25) %
900 PUBLIC SAFETY	132,074,114	145,572,118	155,523,931	7 %
901 C M F CASES	249,909	256,824	253,439	(1) %
902 HEALTH & SOCIAL SERVICES	250,730,853	270,263,304	284,557,017	5 %
903 WORKFORCE INVESTMENT BOARD	4,946,671	4,811,783	4,255,561	(12) %
905 COUNTY LOCAL REVENUE FUND 2011	282,252	317,684	284,211	(11) %
906 MHSA	0	0	13,555,516	N/A %
006 CAPITAL OUTLAY	4,474,238	65,829,996	6,195,133	(91) %
106 PUBLIC ARTS PROJECTS	173,266	120	285	138 %
107 FAIRGROUNDS DEVELOPMENT PROJ	35,837	4,411,439	4,916,073	11 %
249 HSS CAPITAL PROJECTS	3,023,589	272,649	134,403	(51) %
306 PENSION DEBT SERVICE	11,750,592	24,690,061	27,300,581	11 %
332 GOVERNMENT CENTER DEBT SERVICE	7,975,577	10,757,256	7,910,996	(26) %
334 H&SS SPH ADMIN/REFINANCE	2,563,793	2,518,188	2,515,823	(0) %
336 2013 COP ANIMAL CARE PROJECT	0	0	462,183	N/A %
TOTAL SUMMARIZATION BY FUND	665,656,665	773,198,128	757,260,222	(2) %

**State of California Schedule 5A
Analysis of Financing Sources by Source, by Fund**

**COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 05A
ANALYSIS OF FINANCING SOURCES BY SOURCE BY FUND
FY2013/14**

SUMMARIZATION BY SOURCE/FUND		2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
9000	Taxes				
001	CURRENT SECURED	55,125,970	54,800,000	54,338,000	(1%)
001	CURRENT UNSECURED	2,509,400	2,500,000	3,230,000	29%
001	PRIOR UNSECURED	28,373	75,000	75,000	0%
001	SUPPLEMENTAL SECURED	312,821	550,000	550,000	0%
001	PRIOR SECURED	46,309	25,000	25,000	0%
001	PENALTIES	280,435	250,000	240,000	(4%)
001	SALES & USE TAX	1,446,028	1,400,000	1,400,000	0%
001	PROPERTY TRANSFER TAX	1,622,877	1,600,000	1,700,000	6%
001	SALES & USE TAX-IN LIEU	405,267	400,000	400,000	0%
001	PROPERTY TAX-IN LIEU OF VLF	37,777,673	37,700,000	37,269,000	(1%)
001	UNITARY	2,945,495	2,950,000	3,009,000	2%
001	ABX1 26 RESIDUAL TAXES	8,047,148	0	3,895,000	N/A
001	ABX1 26 PASS THROUGH	0	0	13,430,000	N/A
004	CURRENT SECURED	4,321,151	4,283,716	4,198,070	(2%)
004	CURRENT UNSECURED	199,520	196,178	249,371	27%
004	PRIOR UNSECURED	4,620	3,355	6,035	80%
004	SUPPLEMENTAL SECURED	12,796	4,303	11,492	167%
004	PRIOR SECURED	2,814	0	0	0%
004	LIBRARY SALES TAX - MEASURE B	3,739,493	3,238,151	3,865,869	19%
004	UNITARY	125,817	127,150	123,290	(3%)
004	ABX1 26 RESIDUAL TAXES	493,659	0	408,093	N/A
004	ABX1 26 PASS THROUGH	0	0	337,749	N/A
006	CURRENT SECURED	1,464,675	1,456,728	1,383,119	(5%)
006	CURRENT UNSECURED	68,028	67,791	85,959	27%
006	PRIOR UNSECURED	821	473	1,388	193%
006	SUPPLEMENTAL SECURED	5,404	12,660	10,283	(19%)
006	PRIOR SECURED	1,257	0	552	N/A
006	UNITARY	64,347	64,384	63,059	(2%)
006	ABX1 26 RESIDUAL TAXES	197,541	0	100,000	N/A
006	ABX1 26 PASS THROUGH	0	0	200,000	N/A
016	CURRENT SECURED	367,564	365,573	347,103	(5%)
016	CURRENT UNSECURED	17,072	17,031	21,574	27%
016	PRIOR UNSECURED	205	0	300	N/A
016	SUPPLEMENTAL SECURED	1,356	3,193	2,580	(19%)
016	PRIOR SECURED	315	0	100	N/A
016	UNITARY	16,162	16,187	15,838	(2%)
016	ABX1 26 RESIDUAL TAXES	49,414	0	22,156	N/A
016	ABX1 26 PASS THROUGH	0	0	65,844	N/A
036	CURRENT SECURED	664,530	657,478	605,402	(8%)
036	CURRENT UNSECURED	19,948	20,797	27,406	32%
036	PRIOR UNSECURED	186	0	0	0%
036	SUPPLEMENTAL SECURED	1,694	4,687	4,870	4%

State of California Schedule 5A
Analysis of Financing Sources by Source, by Fund

SUMMARIZATION BY SOURCE/FUND		2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
036	PRIOR SECURED	1,724	0	0	0%
036	UNITARY	14,778	16,265	14,463	(11%)
036	ABX1 26 RESIDUAL TAXES	180,166	0	150,000	N/A
036	ABX1 26 PASS THROUGH	0	0	120,000	N/A
037	CURRENT SECURED	25,771	25,579	28,405	11%
037	CURRENT UNSECURED	1,323	1,434	1,679	17%
037	PRIOR UNSECURED	48	0	0	0%
037	SUPPLEMENTAL SECURED	111	0	0	0%
037	PRIOR SECURED	16	0	0	0%
037	UNITARY	951	1,046	932	(11%)
037	ABX1 26 RESIDUAL TAXES	445	0	0	0%
037	ABX1 26 PASS THROUGH	0	0	1,049	N/A
066	CURRENT SECURED	12,547	12,448	11,618	(7%)
066	CURRENT UNSECURED	743	802	801	(0%)
066	PRIOR UNSECURED	24	0	0	0%
066	SUPPLEMENTAL SECURED	39	0	0	0%
066	PRIOR SECURED	15	0	0	0%
066	UNITARY	557	614	546	(11%)
067	CURRENT SECURED	281,724	279,399	288,848	3%
067	CURRENT UNSECURED	11,213	12,059	14,916	24%
067	PRIOR UNSECURED	370	0	0	0%
067	SUPPLEMENTAL SECURED	1,286	0	0	0%
067	PRIOR SECURED	416	0	0	0%
067	UNITARY	8,015	8,822	7,855	(11%)
067	ABX1 26 RESIDUAL TAXES	5,280	0	0	0%
067	ABX1 26 PASS THROUGH	0	0	3,000	N/A
101	CURRENT SECURED	663,897	665,000	725,000	9%
101	CURRENT UNSECURED	39,409	40,000	45,000	13%
101	PRIOR UNSECURED	1,293	1,500	1,000	(33%)
101	SUPPLEMENTAL SECURED	2,044	1,500	1,500	0%
101	PRIOR SECURED	832	230	250	9%
101	TRANSPORTATION TAX	472,000	472,000	660,000	40%
101	UNITARY	63,096	60,000	65,000	8%
TOTAL Taxes		124,178,315	114,388,533	133,860,364	17%
9200 Licenses, Permits & Franchise					
001	ANIMAL LICENSES	32,483	29,000	30,000	3%
001	BUSINESS LICENSES	89,451	94,320	97,133	3%
001	BUILDING PERMITS	713,363	550,585	455,000	(17%)
001	BUILDING PERMITS-ECOMMERCE	5,685	5,000	5,000	0%
001	ZONING PERMITS	141,421	77,378	72,936	(6%)
001	SOLID WASTE PERMITS	1,079,828	999,379	884,671	(11%)
001	SEPTIC CONSTRUCTION PERMITS	150,678	145,386	151,000	4%
001	FRANCHISE-PG&E ELECTRIC	330,403	330,000	330,000	0%
001	FRANCHISE-PG&E GAS	232,507	85,000	85,000	0%
001	FRANCHISE-CATV	84,674	70,000	70,000	0%
001	FRANCHISE-GARBAGE	125,547	97,815	96,580	(1%)

State of California Schedule 5A
Analysis of Financing Sources by Source, by Fund

SUMMARIZATION BY SOURCE/FUND		2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
001	FRANCHISES - OTHER	25,766	25,000	25,000	0%
001	LICENSES & PERMITS-OTHER	388,067	258,936	258,936	0%
001	MARRIAGE LICENSES	114,930	127,400	122,700	(4%)
001	FOOD PERMITS	1,432,116	1,401,838	1,410,000	1%
001	PENALTY FEES	53,069	46,000	40,000	(13%)
001	HOUSING PERMITS	91,389	94,000	92,848	(1%)
001	RECREATIONAL HEALTH PERMITS	153,000	155,000	150,440	(3%)
001	WATER PERMITS	8,340	8,716	8,716	0%
001	HAZARDOUS MATERIALS PERMITS	1,101,597	1,107,750	1,092,597	(1%)
001	BODY ART ACTIVITIES	0	10,945	13,152	20%
101	BUILDING PERMITS	8,400	8,000	8,000	0%
101	ZONING PERMITS	1,410	1,700	1,500	(12%)
101	ENCROACHMENT PERMITS	75,143	90,000	103,000	14%
101	TRANSPORTATION PERMIT	43,582	25,000	26,000	4%
101	GRADING PERMITS	41,595	50,000	50,000	0%
101	LICENSES & PERMITS-OTHER	4,510	3,000	4,000	33%
326	LICENSES & PERMITS-OTHER	167,588	168,655	165,000	(2%)
900	LICENSES & PERMITS-OTHER	53,626	15,201	20,000	32%
902	LICENSES & PERMITS-OTHER	4,412	4,120	4,350	6%
902	BURIAL PERMITS	6,738	6,000	6,800	13%
TOTAL Licenses, Permits & Franchise		6,761,316	6,091,124	5,880,359	(3%)
9300 Fines, Forfeitures, & Penalty					
001	VEHICLE CODE FINES	876,369	850,000	700,000	(18%)
001	OTHER COURT FINES	33,567	50,000	25,000	(50%)
001	VEHICLE FINES-DRUNK DRIVING	196,151	170,000	160,000	(6%)
001	WARRANT REVENUE - TRAFFIC	9,934	10,000	7,500	(25%)
001	HEALTH & SAFETY	6	0	0	0%
001	FORFEITURES & PENALTIES	8,926	7,500	7,500	0%
001	OTHER ASSESSMENTS	564,059	512,000	459,500	(10%)
012	VEHICLE CODE FINES	1,072	800	800	0%
016	OTHER COURT FINES	2,319	2,000	0	(100%)
233	FORFEITURES & PENALTIES	726,046	681,264	322,838	(53%)
233	FORFEITURES-VEHICLE	125	0	0	0%
241	CIVIL ASSESSMENT	133,782	120,530	128,852	7%
241	OTHER ASSESSMENTS	7,041	6,815	6,845	0%
263	VEHICLE CODE FINES	23,952	19,265	16,831	(13%)
264	VEHICLE CODE FINES	23,855	19,200	16,340	(15%)
326	OTHER ASSESSMENTS	-3	0	0	0%
900	VEHICLE CODE FINES	2,671	4,000	3,212	(20%)
900	OTHER COURT FINES	2,520	3,200	2,020	(37%)
900	VEHICLE FINES-DRUNK DRIVING	8,521	6,500	7,474	15%
900	SB 1127 CONVICTIONS	41,157	40,000	40,000	0%
900	HEALTH & SAFETY	103	0	200	N/A
900	FORFEITURES & PENALTIES	343,774	339,749	273,031	(20%)
900	WORK FURLOUGH FEES	9,551	4,000	1,000	(75%)
900	WORK RELEASE FEES	52,504	61,066	40,000	(34%)

State of California Schedule 5A
Analysis of Financing Sources by Source, by Fund

SUMMARIZATION BY SOURCE/FUND		2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
900	ELECTRONIC MONITOR DAILY FEES	263,374	294,063	195,000	(34%)
900	ASP Other Fees	5,493	5,277	3,000	(43%)
902	FORFEITURES & PENALTIES	520,088	654,655	588,702	(10%)
902	OTHER ASSESSMENTS	0	0	20,000	N/A
TOTAL Fines, Forfeitures, & Penalty		3,856,955	3,861,884	3,025,645	(22%)
9400 Revenue From Use of Money/Prop					
001	INTEREST INCOME	681,707	529,000	400,000	(24%)
001	BUILDING RENTAL	603,891	532,707	631,645	19%
001	CONCESSIONS	21,970	23,500	21,836	(7%)
001	VENDING DEVICES	0	150	0	(100%)
001	LEASES	132,322	126,206	116,813	(7%)
001	ROYALTIES	1,118	2,000	2,000	0%
004	INTEREST INCOME	46,473	24,993	39,465	58%
004	BUILDING RENTAL	6,655	7,689	6,353	(17%)
006	INTEREST INCOME	180,176	100,000	100,000	0%
012	INTEREST INCOME	4,257	7,000	2,000	(71%)
016	INTEREST INCOME	344	115	200	74%
016	BUILDING RENTAL	0	2,250	500	(78%)
016	CONCESSIONS	8,406	6,500	7,600	17%
016	LEASES	5,260	5,500	3,500	(36%)
035	INTEREST INCOME	539	650	0	(100%)
036	INTEREST INCOME	1,571	400	1,833	358%
037	INTEREST INCOME	69	15	64	327%
066	INTEREST INCOME	48	11	43	291%
067	INTEREST INCOME	579	100	498	398%
101	INTEREST INCOME	58,031	52,000	60,000	15%
101	BUILDING RENTAL	48,216	49,000	49,000	0%
105	INTEREST INCOME	92	120	0	(100%)
106	INTEREST INCOME	391	120	285	138%
110	INTEREST INCOME	2,382	2,307	255	(89%)
120	INTEREST INCOME	20,688	12,000	10,000	(17%)
153	INTEREST INCOME	85,268	35,751	36,438	2%
215	INTEREST INCOME	45,076	28,500	46,000	61%
228	INTEREST INCOME	610	688	704	2%
233	INTEREST INCOME	9,276	6,000	0	(100%)
238	INTEREST INCOME	6	0	0	0%
239	INTEREST INCOME	3,271	150	0	(100%)
241	INTEREST INCOME	5,344	6,415	5,116	(20%)
249	INTEREST INCOME	19,023	3,000	10,135	238%
253	INTEREST INCOME	979	1,000	1,000	0%
263	INTEREST INCOME	2,004	1,858	1,775	(4%)
264	INTEREST INCOME	3,642	2,960	1,787	(40%)
278	INTEREST INCOME	1,466	1,500	1,400	(7%)
281	INTEREST INCOME	125	150	150	0%
296	INTEREST INCOME	42,786	29,203	23,500	(20%)
301	INTEREST INCOME	56	60	8	(87%)

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SUMMARIZATION BY SOURCE/FUND		2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
306	INTEREST INCOME	3,277	12,000	4,000	(67%)
326	INTEREST INCOME	3,463	4,300	2,500	(42%)
332	INTEREST INCOME	2,115	1,000	13,516	1252%
334	INTEREST INCOME	70	200	150	(25%)
340	INTEREST INCOME	1	4	0	(100%)
369	INTEREST INCOME	5,448	4,500	4,500	0%
390	INTEREST INCOME	573	950	425	(55%)
900	INTEREST INCOME	43,532	1,280	0	(100%)
901	INTEREST INCOME	53	0	0	0%
902	INTEREST INCOME	243,420	191,501	219,436	15%
903	INTEREST INCOME	1,491	0	0	0%
TOTAL Revenue From Use of Money/Prop		2,347,561	1,817,303	1,826,430	1%
9501 Intergovernmental Rev State					
001	FISH & GAME	0	12,000	12,000	0%
001	STATE HIGHWAY RENTALS	550	0	0	0%
001	MOTOR VEHICLES IN-LIEU	177,668	0	150,000	N/A
001	HOMEOWNERS PROPERTY TAX RELIEF	992,409	1,015,000	1,000,000	(1%)
001	STATE UNCLAIMED GAS TAX	326,150	389,772	352,000	(10%)
001	STATE GLASSY WINGED SHARPSHOOT	185,389	194,647	130,000	(33%)
001	STATE PESTICIDE MILL	325,636	312,000	320,000	3%
001	STATE REIMB MANDATED COSTS	111,069	55,700	6,000	(89%)
001	STATE DRUG ABUSE	171	0	0	0%
001	STATE 4700 P.C.	14,656	12,860	8,170	(36%)
001	STATE VETERANS AFFAIRS	148,747	145,000	145,000	0%
001	STATE PEST DETECTION	198,310	164,000	135,000	(18%)
001	STATE REIMBURSEMENT PUE	11,716	11,716	5,858	(50%)
001	ST SALES TX 1991 REALIGNMNT-SS	351,000	351,000	351,000	0%
001	STATE OTHER	1,418,915	1,320,355	1,257,302	(5%)
004	STATE HIGHWAY RENTALS	36	0	0	0%
004	HOMEOWNERS PROPERTY TAX RELIEF	68,046	68,046	67,508	(1%)
004	STATE OTHER	159,201	0	44,841	N/A
006	STATE HIGHWAY RENTALS	15	15	12	(20%)
006	HOMEOWNERS PROPERTY TAX RELIEF	26,123	26,575	26,090	(2%)
006	STATE - 2011 REALIGNMENT	0	0	1,446,985	N/A
006	STATE OTHER	301,982	0	0	0%
016	STATE HIGHWAY RENTALS	4	5	5	0%
016	HOMEOWNERS PROPERTY TAX RELIEF	6,556	6,500	6,547	1%
016	STATE OFF-HIGHWAY MOTOR VEHICL	2,322	2,000	2,000	0%
016	STATE OTHER	0	60,000	0	(100%)
036	STATE HIGHWAY RENTALS	10	0	0	0%
036	HOMEOWNERS PROPERTY TAX RELIEF	14,665	14,665	14,043	(4%)
037	HOMEOWNERS PROPERTY TAX RELIEF	333	339	373	10%
066	HOMEOWNERS PROPERTY TAX RELIEF	151	154	142	(8%)
067	STATE HIGHWAY RENTALS	3	0	0	0%
067	HOMEOWNERS PROPERTY TAX RELIEF	3,787	3,852	3,951	3%
101	HIGHWAY USERS TAX	9,391,132	9,000,000	9,000,000	0%

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101	STATE HIGHWAY RENTALS	5	0	4	N/A
101	HOMEOWNERS PROPERTY TAX RELIEF	8,012	8,000	8,600	8%
101	STATE CONSTRUCTION	100,000	100,000	100,000	0%
101	ARRA-STATE PASS-THROUGH	-6,219	0	0	0%
105	STATE OTHER	0	300,000	225,000	(25%)
110	STATE OTHER	152,072	0	300,000	N/A
152	ST ADM IHSS	841,460	833,377	1,054,976	27%
153	STATE OTHER	3,545,176	3,652,988	3,344,782	(8%)
369	STATE SUPPORT ENFORCEMENT INC	4,038,922	4,092,265	4,193,879	2%
390	STATE OTHER	163,725	289,770	216,943	(25%)
900	STATE REIMB MANDATED COSTS	1,950	1,950	1,000	(49%)
900	STATE CALWORK SINGLE	119,628	160,000	0	(100%)
900	STATE CATEGORICAL AID	19,809	355,000	0	(100%)
900	STATE 4700 P.C.	1,057,126	966,611	1,085,000	12%
900	STATE VLF REALIGNMENT - SS	28,503	31,216	28,873	(8%)
900	STATE REIMB POLICE OFF TRAININ	17,318	10,500	11,000	5%
900	STATE AID PUBLIC SAFETY SVCES	28,084,434	29,275,361	30,765,000	5%
900	STATE - 2011 REALIGNMENT	11,335,949	16,257,036	16,267,946	0%
900	ST SALES TX 1991 REALIGNMNT-SS	709,770	775,924	796,068	3%
900	STATE OTHER	2,717,513	1,890,607	1,789,169	(5%)
900	ARRA-STATE PASS-THROUGH	25,780	0	0	0%
900	ST LCL DETENTION FACILITY REV	15,705	0	0	0%
900	2011 REALIGNMENT REVOCATION	56,488	227,478	713,454	214%
900	2011 REALIGNMENT FCARE ASSIST	394,364	340,800	450,000	32%
900	2011 REALIGNMENT-CWS	8,448	0	0	0%
901	STATE 4700 P.C.	249,856	256,824	253,439	(1%)
902	ST ADM FOSTER CARE	56,923	0	0	0%
902	STATE VLF 1991 REALIGNMNT - PH	10,773,019	10,445,744	10,577,468	1%
902	ST ADM FOOD STAMPS	5,298,271	4,818,278	6,108,162	27%
902	STATE CALWORK SINGLE	4,685,212	2,314,984	3,093,147	34%
902	ST ADM IHSS	1,549,655	1,508,992	1,466,628	(3%)
902	STATE CATEGORICAL AID	12,163,540	4,667,793	4,218,016	(10%)
902	STATE S/D MEDICAL	7,854,199	7,471,129	8,054,243	8%
902	ST ADM MEDI-CAL	14,464,401	16,482,622	18,689,060	13%
902	STATE MENTAL HEALTH	329,967	234,317	0	(100%)
902	STATE ALCOHOL & DRUG SGF	384	0	0	0%
902	SHORT DOYLE QUALITY ASSURANCE	1,046,803	1,904,927	1,497,020	(21%)
902	ST ADM COUNTY SVS BLOCK GRANT	63,941	0	0	0%
902	STATE DRUG ABUSE	329,333	464,068	464,068	0%
902	ST ADM MEDICAL SVS	1,752,866	1,627,009	1,817,921	12%
902	ST ADM ADOPTIONS	22,148	0	0	0%
902	STATE VLF REALIGNMENT - SS	502,433	484,814	479,419	(1%)
902	ST ADM CWS/LIC FFH	-883,138	0	0	0%
902	STATE VLF 1991 REALIGNMNT-MH	101,287	0	100,000	N/A
902	STATE NON CWS ALLOCATION	286,335	0	0	0%
902	STATE CWS IV-B	1,449,648	1,633,515	0	(100%)
902	STATE - 2011 REALIGNMENT	160,137	467,110	2,608,164	458%
902	ST SALES TX 1991 REALIGNMNT-SS	12,293,428	12,146,994	13,217,931	9%
902	ST SALES TX 1991 REALIGNMNT-MH	10,841,114	11,136,026	11,515,764	3%

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902	ST SALES TX 1991 REALIGNMNT-PH	3,887,227	3,771,375	3,833,892	2%
902	STATE TITLE XX	16,359	0	0	0%
902	STATE LICENSING FFH	17,199	0	0	0%
902	STATE OTHER	17,515,516	20,430,172	3,766,686	(82%)
902	IGT REVENUES	6,338,489	3,669,010	5,137,596	40%
902	FEDERAL NON CWS ALLOCATION	632,133	530,864	586,292	10%
902	FEDERAL LICENSING FFH	-845	0	0	0%
902	1991 REALIGNMENT CALWORKS MOE	9,237,137	10,925,337	10,655,644	(2%)
902	2011 REALIGNMENT AAP	1,544,152	2,011,186	2,158,119	7%
902	2011 REALIGNMENT SA-DMC	655,488	705,436	1,173,606	66%
902	2011 REALIGNMENT SA-NON DMC	297,262	343,512	314,756	(8%)
902	2011 REALIGNMENT FCARE ASSIST	1,278,163	2,261,815	2,599,371	15%
902	2011 REALIGNMENT FCARE ADMIN	156,524	230,699	230,669	(0%)
902	2011 REALIGNMENT ADOPTIONS	299,720	366,559	366,559	0%
902	2011 REALIGNMENT-DRUG COURT	183,759	182,749	186,592	2%
902	2011 REALIGNMENT-CHILD ABUSE	87,514	141,639	141,639	0%
902	2011 REALIGNMENT-CWS	2,889,908	4,341,018	4,886,971	13%
902	2011 REALIGNMENT-APS	380,714	626,168	1,030,500	65%
902	2011 REALIGNMENT-MANAGED CARE	0	0	3,385,492	N/A
902	2011 REALIGNMENT-EPSDT	0	0	5,221,719	N/A
905	STATE - 2011 REALIGNMENT	282,252	317,684	284,211	(11%)
906	STATE OTHER	0	0	13,555,516	N/A
TOTAL Intergovernmental Rev State		198,763,122	201,655,453	219,512,801	9%
9502 Intergovernmental Rev Federal					
001	GRANT REVENUE	432,653	301,591	634,959	111%
004	GRANT REVENUE	2,590	0	0	0%
006	GRANT REVENUE	184,897	61,545,000	0	(100%)
016	GRANT REVENUE	0	74,870	74,870	0%
016	FED OTHER	20,436	14,196	0	(100%)
101	FED CONSTRUCTION	4,173,303	9,595,000	10,526,000	10%
101	GRANT REVENUE	250,000	250,000	0	(100%)
150	FED OTHER	2,640,706	3,770,967	3,145,379	(17%)
152	FED ADM HEALTH RELATED SVS	1,292,613	1,278,482	1,375,776	8%
153	GRANT REVENUE	517,870	43,722	241,313	452%
233	FED OTHER	0	1,553	0	(100%)
249	GRANT REVENUE	1,504,968	200,000	24,268	(88%)
256	GRANT REVENUE	1,553,923	834,568	1,604,143	92%
325	GRANT REVENUE	381,470	148,249	31,310	(79%)
340	FED OTHER	842	0	0	0%
369	FED CHILD SUPPORT	7,840,263	7,943,808	8,134,808	2%
900	FEDERAL AID	378,268	0	378,000	N/A
900	FED ADM CWS SERVICES IVE	768,624	640,000	640,000	0%
900	GRANT REVENUE	227,347	151,754	91,000	(40%)
900	FED OTHER	551,797	430,684	511,213	19%
902	FED ADM ILP IV-E	256,282	159,969	159,481	(0%)
902	ARRA-FEDERAL DIRECT	116,531	0	0	0%

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902	FED ADM CWS TANF	0	0	1,633,515	N/A
902	FED ADM FOSTER CARE IV-E	447,062	559,498	514,860	(8%)
902	FEDERAL AID	28,380,524	34,125,354	35,332,805	4%
902	FED ADM ADOPTIONS IV-E	215,113	276,628	265,988	(4%)
902	FED ADM PSSF IV-B	396,960	283,898	282,958	(0%)
902	FED CALWORKS TANF	14,198,967	19,384,845	18,900,802	(2%)
902	FEDERAL TITLE XX	540,546	356,401	686,128	93%
902	FED ADM FOOD STAMPS	5,210,187	6,152,322	7,643,168	24%
902	FED ADM REFUGEE	772	3,336	3,953	18%
902	FED ADM HEALTH RELATED SVS	7,078,678	6,915,206	7,117,491	3%
902	FEDERAL ALCOHOL & DRUG-SAPT	2,372,346	2,403,799	2,420,270	1%
902	FED ADM CWS IV-B	190,750	184,619	170,968	(7%)
902	FED ADM CWS SERVICES IVE	2,480,914	3,846,434	4,340,769	13%
902	GRANT REVENUE	463,300	165,475	513,783	210%
902	ARRA-FMAP FEDERAL	135,163	0	0	0%
902	FED OTHER	1,424,138	1,706,404	1,678,166	(2%)
903	GRANT REVENUE	4,937,175	4,811,783	4,255,561	(12%)
TOTAL Intergovernmental Rev Federal		91,567,975	168,560,415	113,333,705	(33%)
9503 Intergovernmental Rev Other					
001	OTHER GOVERNMENTAL AGENCIES	1,665,755	1,819,805	2,066,048	14%
001	REDEVELOPMENT PASS-THROUGH	8,737,708	15,200,000	0	(100%)
004	OTHER GOVERNMENTAL AGENCIES	413,627	488,773	506,298	4%
004	REDEVELOPMENT PASS-THROUGH	244,321	409,206	0	(100%)
006	OTHER GOVERNMENTAL AGENCIES	214,113	0	0	0%
006	REDEVELOPMENT PASS-THROUGH	158,347	272,730	0	(100%)
016	REDEVELOPMENT PASS-THROUGH	39,428	69,209	0	(100%)
036	REDEVELOPMENT PASS-THROUGH	96,946	163,149	0	(100%)
037	REDEVELOPMENT PASS-THROUGH	596	1,049	0	(100%)
067	REDEVELOPMENT PASS-THROUGH	2,822	4,029	0	(100%)
101	OTHER GOVERNMENTAL AGENCIES	270,070	155,000	47,000	(70%)
249	OTHER GOVERNMENTAL AGENCIES	100,000	0	0	0%
332	OTHER GOVERNMENTAL AGENCIES	105,000	0	0	0%
336	OTHER GOVERNMENTAL AGENCIES	0	0	417,213	N/A
902	OTHER GOVERNMENTAL AGENCIES	462,304	1,030,405	1,578,262	53%
TOTAL Intergovernmental Rev Other		12,511,038	19,613,355	4,614,821	(76%)
9600 Charges For Services					
001	PHOTO/MICROFICHE COPIES	202,051	193,300	220,945	14%
001	CONTRACT SERVICES	16,312	4,000	4,000	0%
001	FILING FEES	17,395	0	25,000	N/A
001	CIVIL PROCESS FEES	3,990	3,500	3,500	0%
001	RECORDING FEES	1,733,768	1,620,000	1,875,000	16%
001	COURT FEES	27,371	27,000	17,000	(37%)
001	PHYTOSANI FIELD INSP FEE	162,098	135,000	160,000	19%

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001	CERTIFIED SEED INSP FEE	1,900	1,800	1,800	0%
001	ADMIN SERVICES FEES	11,533	11,506	15,656	36%
001	ASSMT & TAX COLLECTION FEES	3,925,030	4,235,430	3,592,222	(15%)
001	AUDITING & ACCOUNTING FEES	1,323,346	1,323,424	1,398,685	6%
001	LEGAL FEES	261,939	215,000	183,785	(15%)
001	ELECTION SERVICES	1,022,190	200,000	330,000	65%
001	ENGINEERING SERVICES	37,632	10,000	24,000	140%
001	PLANNING SERVICES	345,027	271,055	285,673	5%
001	LAND DIVISION FEES	56,393	11,030	22,027	100%
001	REDEMPTION FEES	28,880	27,000	25,000	(7%)
001	OTHER PROFESSIONAL SERVICES	1,046,756	540,202	415,381	(23%)
001	33% PROOF OF CORRECTION	52,525	50,000	50,000	0%
001	\$24 TRAFFIC SCHOOL FEES	1,800,937	1,900,000	1,350,000	(29%)
001	CLERK'S FEES	140,038	137,445	135,000	(2%)
001	ADMINISTRATION OVERHEAD	12,358,712	12,123,884	13,961,864	15%
001	HUMANE SERVICES	173,362	171,500	170,000	(1%)
001	DEPARTMENTAL ADMIN OVERHEAD	348,904	341,956	418,881	22%
001	SB 813 COLLECTION FEES	177,428	133,045	170,040	28%
001	DISPOSAL FEES	3,225,742	3,100,000	2,720,000	(12%)
001	WATER WELL PERMITS	112,652	93,900	73,755	(21%)
001	OTHER CHARGES FOR SERVICES	886,465	1,006,092	1,153,690	15%
001	INTERFUND SVCES PROVIDE-COUNTY	4,165,847	1,553,041	1,062,554	(32%)
001	INTERFUND SVCES-ACCTNG & AUDIT	48,385	157,220	132,191	(16%)
001	INTERFUND SVCES-LEGAL SRVCS	8,555	10,400	2,000	(81%)
001	INTERFUND SVCES-PRO SVCES	1,977	1,783,030	2,057,777	15%
001	INTERFUND SVCES-MAINT/MATERIAL	162,726	20,530	19,630	(4%)
001	INTERFUND SVCES-SMALL PROJECTS	22,137	241,024	407,765	69%
001	INTERFUND SVCES-POSTAGE	5	441,658	487,477	10%
001	INTERFUND SVCES-MAINT/LABOR	981	56,891	72,940	28%
004	PHOTO/MICROFICHE COPIES	70,274	64,961	60,473	(7%)
004	LIBRARY FINES	329,789	310,490	300,306	(3%)
004	OTHER PROFESSIONAL SERVICES	4,439,758	4,146,375	4,315,878	4%
006	ADMINISTRATION OVERHEAD	511,317	0	0	0%
012	ADMINISTRATION OVERHEAD	0	15,799	1,680	(89%)
016	RECREATION SERVICES	430,803	428,964	437,940	2%
016	ADMINISTRATION OVERHEAD	63,573	116,768	122,132	5%
016	OTHER CHARGES FOR SERVICES	1,955	2,462	0	(100%)
016	INTERFUND SVCES PROVIDE-COUNTY	9,225	10,927	10,927	0%
101	PHOTO/MICROFICHE COPIES	31	0	0	0%
101	ADMIN SERVICES FEES	50	0	0	0%
101	ENGINEERING SERVICES	71,240	32,000	16,500	(48%)
101	LAND DIVISION FEES	6,272	200	2,000	900%
101	ADMINISTRATION OVERHEAD	95	22	0	(100%)
101	DEPARTMENTAL ADMIN OVERHEAD	73,225	78,034	89,081	14%
101	OTHER CHARGES FOR SERVICES	5,173	5,050	5,050	0%
101	ROAD SVCES ON COUNTY ROADS	1,054,660	310,000	450,000	45%
101	NON-ROAD SVCES - COUNTY	456,525	514,000	553,000	8%
101	INTERFUND SVCES PROVIDE-COUNTY	180,821	64,000	89,634	40%
101	INTERFUND SVCES-PRO SVCES	0	120,160	25,000	(79%)

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101	INTERFUND SVCES-MAINT/LABOR	498	0	0	0%
106	ADMINISTRATION OVERHEAD	375	0	0	0%
107	ADMINISTRATION OVERHEAD	35,837	20,319	0	(100%)
120	ADMINISTRATION OVERHEAD	0	875	0	(100%)
151	INTERFUND SVCES-PRO SVCES	0	41,972	16,332	(61%)
153	INTERFUND SVCES PROVIDE-COUNTY	446,264	456,000	456,000	0%
215	RECORDING FEES	573,613	583,000	595,000	2%
215	AUTOMATION-MICROGRAPHICS FEE	135,989	155,000	155,000	0%
241	CIVIL PROCESS FEES	113,730	117,751	110,413	(6%)
263	CAPITAL FACILITIES FEES	0	0	248,815	N/A
263	COURT FEES	365,867	334,853	0	(100%)
263	ADMINISTRATION OVERHEAD	0	0	1,955	N/A
264	CAPITAL FACILITIES FEES	0	0	249,430	N/A
264	COURT FEES	366,017	334,477	0	(100%)
281	RECORDING FEES	9,330	8,000	22,000	175%
281	ADMINISTRATION OVERHEAD	0	80	0	(100%)
296	CAPITAL FACILITIES FEES	3,895,460	1,955,296	2,630,000	35%
296	ADMINISTRATION OVERHEAD	0	89,753	22,692	(75%)
301	PHOTO/MICROFICHE COPIES	187	200	200	0%
326	COURT FEES	97,722	93,884	80,000	(15%)
332	ADMINISTRATION OVERHEAD	0	1,671	12,400	642%
332	BUILDING USE FEES-CAC	1,716,212	1,634,450	1,608,177	(2%)
334	ADMINISTRATION OVERHEAD	0	0	23,384	N/A
900	PHOTO/MICROFICHE COPIES	660	850	650	(24%)
900	CONTRACT SERVICES	327,712	164,026	5,938,497	3520%
900	CIVIL PROCESS FEES	265,645	262,138	260,000	(1%)
900	RECORDING FEES	4,872	4,483	6,500	45%
900	COURT FEES	250	265	150	(43%)
900	ADMIN SERVICES FEES	9,577	8,000	5,568	(30%)
900	LEGAL FEES	188,964	134,993	151,789	12%
900	OTHER PROFESSIONAL SERVICES	48,896	42,993	35,000	(19%)
900	MEDICAL CARE-OTHER	883,470	909,587	1,005,000	10%
900	INSTITUTIONAL CARE	315,443	170,000	98,872	(42%)
900	DEPARTMENTAL ADMIN OVERHEAD	0	45,000	45,000	0%
900	LAW ENFORCEMENT SERVICES	3,372	8,592	12,500	45%
900	OTHER CHARGES FOR SERVICES	787,211	708,758	660,037	(7%)
900	WORK FURLOUGH APPLICATION FEES	852	710	250	(65%)
900	WORK RELEASE APPLICATION FEES	60,913	63,324	45,000	(29%)
900	ELECTRONIC MONITOR APPL FEES	52,680	52,697	35,000	(34%)
900	INTERFUND SVCES PROVIDE-COUNTY	496,703	427,356	257,261	(40%)
900	INTERFUND SVCES-LEGAL SRVCS	0	0	175,000	N/A
900	INTERFUND SVCES-PERSONNEL	70,287	119,999	5,000	(96%)
900	INTERFUND SVCES-PRO SVCES	2,428	92,018	116,466	27%
902	PHOTO/MICROFICHE COPIES	21,308	11,230	24,522	118%
902	CONTRACT SERVICES	4,786,665	4,996,112	623,189	(88%)
902	ESTATE & PUBLIC ADMIN FEES	159,252	120,000	141,013	18%
902	RECORDING FEES	204,676	254,260	235,111	(8%)
902	ADMIN SERVICES FEES	649,582	827,048	954,123	15%
902	MENTAL HEALTH SERVICES	168,441	0	49,745	N/A

State of California Schedule 5A
Analysis of Financing Sources by Source, by Fund

SUMMARIZATION BY SOURCE/FUND		2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
902	OTHER PROFESSIONAL SERVICES	446,061	513,909	538,763	5%
902	CHILD HEALTH FEES	5,936,180	4,682,603	0	(100%)
902	MENTAL HEALTH INDIGENT PAY	188,017	104,695	157,259	50%
902	PRIVATE PAY PATIENT	282,787	366,535	431,214	18%
902	MEDICAL CARE-OTHER	0	968,932	0	(100%)
902	ADMINISTRATION OVERHEAD	299,483	1,235,757	108,035	(91%)
902	INSURANCE PAYMENTS	174,373	305,737	131,000	(57%)
902	MEDI-CAL SERVICES	6,602,924	12,988,229	16,502,021	27%
902	MEDICARE SERVICES	301,491	889,591	457,180	(49%)
902	CMSP SERVICES	1,580,852	6,448,860	6,190,417	(4%)
902	OTHER CHARGES FOR SERVICES	108,558	60,950	77,850	28%
902	MANAGED CARE SERVICES	1,413,127	1,758,868	1,586,003	(10%)
902	INTERFUND SVCES PROVIDE-COUNTY	250,234	307,000	1,000	(100%)
902	INTERFUND SVCES-PRO SVCES	1,516,870	1,248,838	1,505,994	21%
TOTAL Charges For Services		77,983,689	85,503,599	84,324,616	(1%)
9700 Misc Revenue					
001	MISC SALES - TAXABLE	10,163	7,215	7,150	(1%)
001	CASH OVERAGE	2,316	5,000	4,000	(20%)
001	OTHER REVENUE	679,590	827,467	669,334	(19%)
001	DONATIONS AND CONTRIBUTIONS	1,025	1,000	500	(50%)
001	INSURANCE PROCEEDS	27,500	0	0	0%
001	MISCELLANEOUS SALES-OTHER	68,634	74,315	64,350	(13%)
001	EXCESS TAX LOSSES RESERVE	8,000,000	8,000,000	8,000,000	0%
001	.33 HORSE RACING REVENUES	48,202	60,000	60,000	0%
004	CASH OVERAGE	389	0	0	0%
004	OTHER REVENUE	11,284	0	0	0%
004	DONATIONS AND CONTRIBUTIONS	3,750	0	0	0%
006	OTHER REVENUE	80,329	0	0	0%
006	INSURANCE PROCEEDS	(4,434)	0	0	0%
016	MISC SALES - TAXABLE	2,363	2,400	2,500	4%
016	CASH OVERAGE	127	175	175	0%
016	DONATIONS AND CONTRIBUTIONS	3,000	3,000	3,000	0%
016	INSURANCE PROCEEDS	16,795	0	0	0%
035	OTHER REVENUE	14,147	14,350	15,000	5%
101	OTHER REVENUE	10,805	700	615	(12%)
153	OTHER REVENUE	2,500	0	0	0%
228	OTHER REVENUE	313	0	0	0%
228	DONATIONS AND CONTRIBUTIONS	97,226	121,412	119,796	(1%)
249	INSURANCE PROCEEDS	24,856	0	0	0%
253	OTHER REVENUE	13,246	10,000	1,500	(85%)
256	DONATIONS AND CONTRIBUTIONS	250,000	0	0	0%
278	OTHER REVENUE	13,925	14,000	30,000	114%
282	INSURANCE PROCEEDS	151,619	0	0	0%
306	OTHER REVENUE	888,407	813,772	746,651	(8%)
326	OTHER REVENUE	354,588	357,450	324,855	(9%)
369	OTHER REVENUE	88,788	160,336	160,336	0%

State of California Schedule 5A
Analysis of Financing Sources by Source, by Fund

SUMMARIZATION BY SOURCE/FUND		2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
900	CASH OVERAGE	-12	200	0	(100%)
900	OTHER REVENUE	1,073,921	1,518,671	1,792,332	18%
900	DONATIONS AND CONTRIBUTIONS	2,000	0	0	0%
900	INSURANCE PROCEEDS	400,326	220,000	235,000	7%
902	CASH OVERAGE	44	0	0	0%
902	OTHER REVENUE	2,452,218	1,436,691	1,043,596	(27%)
902	DONATIONS AND CONTRIBUTIONS	915	0	0	0%
902	INSURANCE PROCEEDS	500	0	0	0%
903	OTHER REVENUE	2,120	0	0	0%
903	DONATIONS AND CONTRIBUTIONS	5,886	0	0	0%
TOTAL Misc Revenue		14,799,372	13,648,154	13,280,690	(3%)
9800 Other Financing Sources					
001	SALE OF NONTAXABLE FIXED ASSET	234,634	16,050	20,009	25%
001	OPERATING TRANSFERS IN	6,766	151,619	0	(100%)
001	SALE OF TAXABLE FIXED ASSETS	95,376	64,200	70,085	9%
004	OPERATING TRANSFERS IN	1,963,963	1,950,473	2,537,129	30%
006	LONG-TERM DEBT PROCEEDS	0	0	0	0%
006	OPERATING TRANSFERS IN	1,019,300	2,283,640	2,777,686	22%
016	SALE OF NONTAXABLE FIXED ASSET	10,000	0	0	0%
101	SALE OF NONTAXABLE FIXED ASSET	88,621	30,000	50,000	67%
101	LONG-TERM DEBT PROCEEDS	0	140,000	34,000	(76%)
101	OPERATING TRANSFERS IN	59,932	58,640	0	(100%)
101	SALE OF TAXABLE FIXED ASSETS	969	0	0	0%
106	OPERATING TRANSFERS IN	172,500	0	0	0%
107	LONG-TERM DEBT PROCEEDS	0	4,391,120	4,916,073	12%
249	OPERATING TRANSFERS IN	1,374,743	69,649	100,000	44%
256	OPERATING TRANSFERS IN	75,000	0	0	0%
306	LONG-TERM DEBT PROCEEDS	0	12,747,685	14,832,652	16%
306	OPERATING TRANSFERS IN	10,858,907	11,116,604	11,717,278	5%
332	OPERATING TRANSFERS IN	6,152,250	9,120,135	6,276,903	(31%)
334	OPERATING TRANSFERS IN	2,563,723	2,517,988	2,492,289	(1%)
390	OPERATING TRANSFERS IN	876	0	0	0%
900	SALE OF NONTAXABLE FIXED ASSET	3,700	0	0	0%
900	OPERATING TRANSFERS IN	1,677,800	2,436,847	1,550,437	(36%)
902	OPERATING TRANSFERS IN	2,052,563	2,059,649	2,210,549	7%
902	TRANSFERS IN - MHSA	0	0	16,923,691	0%
TOTAL Other Financing Sources		28,411,624	49,154,299	66,508,781	35%
9801 General Fund Contribution					
004	TRANSFER IN-COUNTY CONTRIB	241,694	231,980	239,149	3%
016	TRANSFER IN-COUNTY CONTRIB	233,841	125,951	122,778	(3%)
151	TRANSFER IN-COUNTY CONTRIB	0	180,103	152,637	(15%)
152	TRANSFER IN-COUNTY CONTRIB	519,147	553,541	553,541	0%
336	TRANSFER IN-COUNTY CONTRIB	0	0	44,970	N/A
900	TRANSFER IN-COUNTY CONTRIB	78,050,800	85,891,354	88,979,962	4%

**State of California Schedule 5A
Analysis of Financing Sources by Source, by Fund**

SUMMARIZATION BY SOURCE/FUND		2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
902	TRANSFER IN-COUNTY CONTRIB	25,430,216	21,921,080	20,998,973	(4%)
TOTAL General Fund Contribution		104,475,698	108,904,009	111,092,010	2%
9900	Residual Equity Transfers				
TOTAL Residual Equity Transfers		0	0	0	0%
GRAND TOTAL		665,656,665	773,198,128	757,260,222	(2%)

State of California Schedule 6
Detail of Additional Financing Sources by Fund and Account

COUNTY OF SOLANO
SCHEDULE 6
DETAIL OF ADDITIONAL FINANCING SOURCES BY FUND AND ACCOUNT
GOVERNMENTAL FUNDS
FY 2013/14

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
01	GENERAL FUND					
001	GENERAL FUND					
	9000 Taxes					
		CURRENT SECURED	55,125,970	54,800,000	54,338,000	(1%)
		CURRENT UNSECURED	2,509,400	2,500,000	3,230,000	29%
		PRIOR UNSECURED	28,373	75,000	75,000	0%
		SUPPLEMENTAL SECURED	312,821	550,000	550,000	0%
		PRIOR SECURED	46,309	25,000	25,000	0%
		PENALTIES	280,435	250,000	240,000	(4%)
		SALES & USE TAX	1,446,028	1,400,000	1,400,000	0%
		PROPERTY TRANSFER TAX	1,622,877	1,600,000	1,700,000	6%
		SALES & USE TAX-IN LIEU	405,267	400,000	400,000	0%
		PROPERTY TAX-IN LIEU OF VLF	37,777,673	37,700,000	37,269,000	(1%)
		UNITARY	2,945,495	2,950,000	3,009,000	2%
		ABX1 26 RESIDUAL TAXES	8,047,148	0	3,895,000	N/A
		ABX1 26 PASS THROUGH	0	0	13,430,000	N/A
		Total 9000 Taxes	110,547,795	102,250,000	119,561,000	17%
	9200 Licenses, Permits & Franchise					
		ANIMAL LICENSES	32,483	29,000	30,000	3%
		BUSINESS LICENSES	89,451	94,320	97,133	3%
		BUILDING PERMITS	713,363	550,585	455,000	(17%)
		BUILDING PERMITS-ECOMMERCE	5,685	5,000	5,000	0%
		ZONING PERMITS	141,421	77,378	72,936	(6%)
		SOLID WASTE PERMITS	1,079,828	999,379	884,671	(11%)
		SEPTIC CONSTRUCTION PERMITS	150,678	145,386	151,000	4%
		FRANCHISE-PG&E ELECTRIC	330,403	330,000	330,000	0%
		FRANCHISE-PG&E GAS	232,507	85,000	85,000	0%
		FRANCHISE-CATV	84,674	70,000	70,000	0%
		FRANCHISE-GARBAGE	125,547	97,815	96,580	(1%)
		FRANCHISES - OTHER	25,766	25,000	25,000	0%
		LICENSES & PERMITS-OTHER	388,067	258,936	258,936	0%
		MARRIAGE LICENSES	114,930	127,400	122,700	(4%)
		FOOD PERMITS	1,432,116	1,401,838	1,410,000	1%
		PENALTY FEES	53,069	46,000	40,000	(13%)
		HOUSING PERMITS	91,389	94,000	92,848	(1%)
		RECREATIONAL HEALTH PERMITS	153,000	155,000	150,440	(3%)
		WATER PERMITS	8,340	8,716	8,716	0%
		HAZARDOUS MATERIALS PERMITS	1,101,597	1,107,750	1,092,597	(1%)
		BODY ART ACTIVITIES	0	10,945	13,152	20%
		Total 9200 Licenses, Permits & Franchise	6,354,312	5,719,448	5,491,709	(4%)

State of California Schedule 6
Detail of Additional Financing Sources by Fund and Account

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
9300 Fines, Forfeitures, & Penalty						
	VEHICLE CODE FINES		876,369	850,000	700,000	(18%)
	OTHER COURT FINES		33,567	50,000	25,000	(50%)
	VEHICLE FINES-DRUNK DRIVING		196,151	170,000	160,000	(6%)
	WARRANT REVENUE - TRAFFIC		9,934	10,000	7,500	(25%)
	HEALTH & SAFETY		6	0	0	0%
	FORFEITURES & PENALTIES		8,926	7,500	7,500	0%
	OTHER ASSESSMENTS		564,059	512,000	459,500	(10%)
	Total 9300 Fines, Forfeitures, & Penalty		1,689,012	1,599,500	1,359,500	(15%)
9400 Revenue From Use of Money/Prop						
	INTEREST INCOME		681,707	529,000	400,000	(24%)
	BUILDING RENTAL		603,891	532,707	631,645	19%
	CONCESSIONS		21,970	23,500	21,836	(7%)
	VENDING DEVICES		0	150	0	(100%)
	LEASES		132,322	126,206	116,813	(7%)
	ROYALTIES		1,118	2,000	2,000	0%
	Total 9400 Revenue From Use of Money/Prop		1,441,008	1,213,563	1,172,294	(3%)
9501 Intergovernmental Rev State						
	FISH & GAME		0	12,000	12,000	0%
	STATE HIGHWAY RENTALS		550	0	0	0%
	MOTOR VEHICLES IN-LIEU		177,668	0	150,000	N/A
	HOMEOWNERS PROP TAX RELIEF		992,409	1,015,000	1,000,000	(1%)
	STATE UNCLAIMED GAS TAX		326,150	389,772	352,000	(10%)
	STATE GLASSY WINGED SHARPSHOOT		185,389	194,647	130,000	(33%)
	STATE PESTICIDE MILL		325,636	312,000	320,000	3%
	STATE REIMB MANDATED COSTS		111,069	55,700	6,000	(89%)
	STATE DRUG ABUSE		171	0	0	0%
	STATE 4700 P.C.		14,656	12,860	8,170	(36%)
	STATE VETERANS AFFAIRS		148,747	145,000	145,000	0%
	STATE PEST DETECTION		198,310	164,000	135,000	(18%)
	STATE REIMBURSEMENT PUE		11,716	11,716	5,858	(50%)
	ST SALES TX 1991 REALIGNMNT-SS		351,000	351,000	351,000	0%
	STATE OTHER		1,418,915	1,320,355	1,257,302	(5%)
	Total 9501 Intergovernmental Rev State		4,262,385	3,984,050	3,872,330	(3%)
9502 Intergovernmental Rev Federal						
	GRANT REVENUE		432,653	301,591	634,959	111%
	Total 9502 Intergovernmental Rev Federal		432,653	301,591	634,959	111%
9503 Intergovernmental Rev Other						
	OTHER GOVERNMENTAL AGENCIES		1,665,755	1,819,805	2,066,048	14%
	REDEVELOPMENT PASS-THROUGH		8,737,708	15,200,000	0	(100%)
	Total 9503 Intergovernmental Rev Other		10,403,464	17,019,805	2,066,048	(88%)

State of California Schedule 6
Detail of Additional Financing Sources by Fund and Account

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
9600 Charges For Services						
		PHOTO/MICROFICHE COPIES	202,051	193,300	220,945	14%
		CONTRACT SERVICES	16,312	4,000	4,000	0%
		FILING FEES	17,395	0	25,000	N/A
		CIVIL PROCESS FEES	3,990	3,500	3,500	0%
		RECORDING FEES	1,733,768	1,620,000	1,875,000	16%
		COURT FEES	27,371	27,000	17,000	(37%)
		PHYTOSANI FIELD INSP FEE	162,098	135,000	160,000	19%
		CERTIFIED SEED INSP FEE	1,900	1,800	1,800	0%
		ADMIN SERVICES FEES	11,533	11,506	15,656	36%
		ASSMT & TAX COLLECTION FEES	3,925,030	4,235,430	3,592,222	(15%)
		AUDITING & ACCOUNTING FEES	1,323,346	1,323,424	1,398,685	6%
		LEGAL FEES	261,939	215,000	183,785	(15%)
		ELECTION SERVICES	1,022,190	200,000	330,000	65%
		ENGINEERING SERVICES	37,632	10,000	24,000	140%
		PLANNING SERVICES	345,027	271,055	285,673	5%
		LAND DIVISION FEES	56,393	11,030	22,027	100%
		REDEMPTION FEES	28,880	27,000	25,000	(7%)
		OTHER PROFESSIONAL SERVICES	1,046,756	540,202	415,381	(23%)
		33% PROOF OF CORRECTION	52,525	50,000	50,000	0%
		\$24 TRAFFIC SCHOOL FEES	1,800,937	1,900,000	1,350,000	(29%)
		CLERK'S FEES	140,038	137,445	135,000	(2%)
		ADMINISTRATION OVERHEAD	12,358,712	12,123,884	13,961,864	15%
		HUMANE SERVICES	173,362	171,500	170,000	(1%)
		DEPARTMENTAL ADMIN OVERHEAD	348,904	341,956	418,881	22%
		SB 813 COLLECTION FEES	177,428	133,045	170,040	28%
		DISPOSAL FEES	3,225,742	3,100,000	2,720,000	(12%)
		WATER WELL PERMITS	112,652	93,900	73,755	(21%)
		OTHER CHARGES FOR SERVICES	886,465	1,006,092	1,153,690	15%
		INTERFUND SVCES PROVIDE-COUNTY	4,165,847	1,553,041	1,062,554	(32%)
		INTERFUND SVCES-ACCTNG & AUDIT	48,385	157,220	132,191	(16%)
		INTERFUND SVCES-LEGAL SRVCS	8,555	10,400	2,000	(81%)
		INTERFUND SVCES-PRO SVCES	1,977	1,783,030	2,057,777	15%
		INTERFUND SVCES-MAINT/MATERIAL	162,726	20,530	19,630	(4%)
		INTERFUND SVCES-SMALL PROJECTS	22,137	241,024	407,765	69%
		INTERFUND SVCES-POSTAGE	5	441,658	487,477	10%
		INTERFUND SVCES-MAINT/LABOR	981	56,891	72,940	28%
		Total 9600 Charges For Services	33,910,989	32,150,863	33,045,238	3%
9700 Misc Revenue						
		MISC SALES - TAXABLE	10,163	7,215	7,150	(1%)
		CASH OVERAGE	2,316	5,000	4,000	(20%)
		OTHER REVENUE	679,590	827,467	669,334	(19%)
		DONATIONS AND CONTRIBUTIONS	1,025	1,000	500	(50%)
		INSURANCE PROCEEDS	27,500	0	0	0%
		MISCELLANEOUS SALES-OTHER	68,634	74,315	64,350	(13%)
		EXCESS TAX LOSSES RESERVE	8,000,000	8,000,000	8,000,000	0%
		.33 HORSE RACING REVENUES	48,202	60,000	60,000	0%
		Total 9700 Misc Revenue	8,837,431	8,974,997	8,805,334	(2%)

**State of California Schedule 6
Detail of Additional Financing Sources by Fund and Account**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
	9800 Other Financing Sources					
		SALE OF NONTAXABLE FIXED ASSET	234,634	16,050	20,009	25%
		OPERATING TRANSFERS IN	6,766	151,619	0	(100%)
		SALE OF TAXABLE FIXED ASSETS	95,376	64,200	70,085	9%
		Total 9800 Other Financing Sources	336,777	231,869	90,094	(61%)
TOTAL	GENERAL FUND FINANCING SOURCES		178,215,825	173,445,686	176,098,506	2%
02	SPECIAL REVENUE FUND					
004	COUNTY LIBRARY					
	9000 Taxes					
		CURRENT SECURED	4,321,151	4,283,716	4,198,070	(2%)
		CURRENT UNSECURED	199,520	196,178	249,371	27%
		PRIOR UNSECURED	4,620	3,355	6,035	80%
		SUPPLEMENTAL SECURED	12,796	4,303	11,492	167%
		PRIOR SECURED	2,814	0	0	0%
		LIBRARY SALES TAX - MEASURE B UNITARY	3,739,493	3,238,151	3,865,869	19%
		ABX1 26 RESIDUAL TAXES	125,817	127,150	123,290	(3%)
		ABX1 26 PASS THROUGH	493,659	0	408,093	N/A
		ABX1 26 PASS THROUGH	0	0	337,749	N/A
		Total 9000 Taxes	8,899,869	7,852,853	9,199,969	17%
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	46,473	24,993	39,465	58%
		BUILDING RENTAL	6,655	7,689	6,353	(17%)
		Total 9400 Revenue From Use of Money/Prop	53,128	32,682	45,818	40%
	9501 Intergovernmental Rev State					
		STATE HIGHWAY RENTALS	36	0	0	0%
		HOMEOWNERS PROP TAX RELIEF	68,046	68,046	67,508	(1%)
		STATE OTHER	159,201	0	44,841	N/A
		Total 9501 Intergovernmental Rev State	227,283	68,046	112,349	65%
	9502 Intergovernmental Rev Federal					
		GRANT REVENUE	2,590	0	0	0%
		Total 9502 Intergovernmental Rev Federal	2,590	0	0	0%
	9503 Intergovernmental Rev Other					
		OTHER GOVERNMENTAL AGENCIES	413,627	488,773	506,298	4%
		REDEVELOPMENT PASS-THROUGH	244,321	409,206	0	(100%)
		Total 9503 Intergovernmental Rev Other	657,949	897,979	506,298	(44%)
	9600 Charges For Services					
		PHOTO/MICROFICHE COPIES	70,274	64,961	60,473	(7%)
		LIBRARY FINES	329,789	310,490	300,306	(3%)
		OTHER PROFESSIONAL SERVICES	4,439,758	4,146,375	4,315,878	4%
		Total 9600 Charges For Services	4,839,820	4,521,826	4,676,657	3%

State of California Schedule 6
Detail of Additional Financing Sources by Fund and Account

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
	9700 Misc Revenue					
		CASH OVERAGE	389	0	0	0%
		OTHER REVENUE	11,284	0	0	0%
		DONATIONS AND CONTRIBUTIONS	3,750	0	0	0%
		Total 9700 Misc Revenue	15,423	0	0	0%
	9800 Other Financing Sources					
		OPERATING TRANSFERS IN	1,963,963	1,950,473	2,537,129	30%
		Total 9800 Other Financing Sources	1,963,963	1,950,473	2,537,129	30%
	9801 General Fund Contribution					
		TRANSFER IN-COUNTY CONTRIB	241,694	231,980	239,149	3%
		Total 9801 General Fund Contribution	241,694	231,980	239,149	3%
TOTAL	COUNTY LIBRARY FINANCING SOURCES		16,901,720	15,555,839	17,317,369	11%
012	FISH/WILDLIFE PROPAGATION					
	9300 Fines, Forfeitures, & Penalty					
		VEHICLE CODE FINES	1,072	800	800	0%
		Total 9300 Fines, Forfeitures, & Penalty	1,072	800	800	0%
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	4,257	7,000	2,000	(71%)
		Total 9400 Revenue From Use of Money/Prop	4,257	7,000	2,000	(71%)
	9600 Charges For Services					
		ADMINISTRATION OVERHEAD	0	15,799	1,680	(89%)
		Total 9600 Charges For Services	0	15,799	1,680	(89%)
TOTAL	FISH/WILDLIFE PROPAGATION FIN. SRCS		5,329	23,599	4,480	(81%)
016	PARKS AND RECREATION					
	9000 Taxes					
		CURRENT SECURED	367,564	365,573	347,103	(5%)
		CURRENT UNSECURED	17,072	17,031	21,574	27%
		PRIOR UNSECURED	205	0	300	N/A
		SUPPLEMENTAL SECURED	1,356	3,193	2,580	(19%)
		PRIOR SECURED	315	0	100	N/A
		UNITARY	16,162	16,187	15,838	(2%)
		ABX1 26 RESIDUAL TAXES	49,414	0	22,156	N/A
		ABX1 26 PASS THROUGH	0	0	65,844	N/A
		Total 9000 Taxes	452,088	401,984	475,495	18%
	9300 Fines, Forfeitures, & Penalty					
		OTHER COURT FINES	2,319	2,000	0	(100%)
		Total 9300 Fines, Forfeitures, & Penalty	2,319	2,000	0	(100%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
9400 Revenue From Use of Money/Prop						
	INTEREST INCOME		344	115	200	74%
	BUILDING RENTAL		0	2,250	500	(78%)
	CONCESSIONS		8,406	6,500	7,600	17%
	LEASES		5,260	5,500	3,500	(36%)
	Total 9400 Revenue From Use of Money/Prop		14,010	14,365	11,800	(18%)
9501 Intergovernmental Rev State						
	STATE HIGHWAY RENTALS		4	5	5	0%
	HOMEOWNERS PROP TAX RELIEF		6,556	6,500	6,547	1%
	STATE OFF-HIGHWAY MOTOR VEHICL		2,322	2,000	2,000	0%
	STATE OTHER		0	60,000	0	(100%)
	Total 9501 Intergovernmental Rev State		8,882	68,505	8,552	(88%)
9502 Intergovernmental Rev Federal						
	GRANT REVENUE		0	74,870	74,870	0%
	FED OTHER		20,436	14,196	0	(100%)
	Total 9502 Intergovernmental Rev Federal		20,436	89,066	74,870	(16%)
9503 Intergovernmental Rev Other						
	REDEVELOPMENT PASS-THROUGH		39,428	69,209	0	(100%)
	Total 9503 Intergovernmental Rev Other		39,428	69,209	0	(100%)
9600 Charges For Services						
	RECREATION SERVICES		430,803	428,964	437,940	2%
	ADMINISTRATION OVERHEAD		63,573	116,768	122,132	5%
	OTHER CHARGES FOR SERVICES		1,955	2,462	0	(100%)
	INTERFUND SVCES PROVIDE-COUNTY		9,225	10,927	10,927	0%
	Total 9600 Charges For Services		505,555	559,121	570,999	2%
9700 Misc Revenue						
	MISC SALES - TAXABLE		2,363	2,400	2,500	4%
	CASH OVERAGE		127	175	175	0%
	DONATIONS AND CONTRIBUTIONS		3,000	3,000	3,000	0%
	INSURANCE PROCEEDS		16,795	0	0	0%
	Total 9700 Misc Revenue		22,285	5,575	5,675	2%
9800 Other Financing Sources						
	SALE OF NONTAXABLE FIXED ASSET		10,000	0	0	0%
	Total 9800 Other Financing Sources		10,000	0	0	0%
9801 General Fund Contribution						
	TRANSFER IN-COUNTY CONTRIB		233,841	125,951	122,778	(3%)
	Total 9801 General Fund Contribution		233,841	125,951	122,778	(3%)
TOTAL	PARKS & REC FINANCING SOURCES		1,308,844	1,335,776	1,270,169	(5%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
020	TOBACCO SETTLEMENT SECURITIZAT					
TOTAL	TOBACCO STTLMNT SCRTZT FIN SRCES		0	0	0	0%
035	JH REC HALL - WARD WELFARE					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	539	650	0	(100%)
		Total 9400 Revenue From Use of Money/Prop	539	650	0	(100%)
	9700 Misc Revenue					
		OTHER REVENUE	14,147	14,350	15,000	5%
		Total 9700 Misc Revenue	14,147	14,350	15,000	5%
TOTAL	JH REC HALL - WARD WELFARE FIN. SRCES		14,686	15,000	15,000	0%
036	LIBRARY ZONE 1					
	9000 Taxes					
		CURRENT SECURED	664,530	657,478	605,402	(8%)
		CURRENT UNSECURED	19,948	20,797	27,406	32%
		PRIOR UNSECURED	186	0	0	0%
		SUPPLEMENTAL SECURED	1,694	4,687	4,870	4%
		PRIOR SECURED	1,724	0	0	0%
		UNITARY	14,778	16,265	14,463	(11%)
		ABX1 26 RESIDUAL TAXES	180,166	0	150,000	N/A
		ABX1 26 PASS THROUGH	0	0	120,000	N/A
		Total 9000 Taxes	883,025	699,227	922,141	32%
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	1,571	400	1,833	358%
		Total 9400 Revenue From Use of Money/Prop	1,571	400	1,833	358%
	9501 Intergovernmental Rev State					
		STATE HIGHWAY RENTALS	10	0	0	0%
		HOMEOWNERS PROP TAX RELIEF	14,665	14,665	14,043	(4%)
		Total 9501 Intergovernmental Rev State	14,675	14,665	14,043	(4%)
	9503 Intergovernmental Rev Other					
		REDEVELOPMENT PASS-THROUGH	96,946	163,149	0	(100%)
		Total 9503 Intergovernmental Rev Other	96,946	163,149	0	(100%)
TOTAL	LIBRARY ZONE 1 FINANCING SOURCES		996,217	877,441	938,017	7%
037	LIBRARY ZONE 2					
	9000 Taxes					
		CURRENT SECURED	25,771	25,579	28,405	11%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
		CURRENT UNSECURED	1,323	1,434	1,679	17%
		PRIOR UNSECURED	48	0	0	0%
		SUPPLEMENTAL SECURED	111	0	0	0%
		PRIOR SECURED	16	0	0	0%
		UNITARY	951	1,046	932	(11%)
		ABX1 26 RESIDUAL TAXES	445	0	0	0%
		ABX1 26 PASS THROUGH	0	0	1,049	N/A
		Total 9000 Taxes	28,665	28,059	32,065	14%
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	69	15	64	327%
		Total 9400 Revenue From Use of Money/Prop	69	15	64	327%
	9501 Intergovernmental Rev State					
		HOMEOWNERS PROP TAX RELIEF	333	339	373	10%
		Total 9501 Intergovernmental Rev State	333	339	373	10%
	9503 Intergovernmental Rev Other					
		REDEVELOPMENT PASS-THROUGH	596	1,049	0	(100%)
		Total 9503 Intergovernmental Rev Other	596	1,049	0	(100%)
TOTAL	LIBRARY ZONE 2 FINANCING SOURCES		29,663	29,462	32,502	10%
066	LIBRARY ZONE 6					
	9000 Taxes					
		CURRENT SECURED	12,547	12,448	11,618	(7%)
		CURRENT UNSECURED	743	802	801	(0%)
		PRIOR UNSECURED	24	0	0	0%
		SUPPLEMENTAL SECURED	39	0	0	0%
		PRIOR SECURED	15	0	0	0%
		UNITARY	557	614	546	(11%)
		Total 9000 Taxes	13,925	13,864	12,965	(6%)
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	48	11	43	291%
		Total 9400 Revenue From Use of Money/Prop	48	11	43	291%
	9501 Intergovernmental Rev State					
		HOMEOWNERS PROP TAX RELIEF	151	154	142	(8%)
		Total 9501 Intergovernmental Rev State	151	154	142	(8%)
TOTAL	LIBRARY ZONE 6 FINANCING SOURCES		14,124	14,029	13,150	(6%)
067	LIBRARY ZONE 7					
	9000 Taxes					
		CURRENT SECURED	281,724	279,399	288,848	3%
		CURRENT UNSECURED	11,213	12,059	14,916	24%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
		PRIOR UNSECURED	370	0	0	0%
		SUPPLEMENTAL SECURED	1,286	0	0	0%
		PRIOR SECURED	416	0	0	0%
		UNITARY	8,015	8,822	7,855	(11%)
		ABX1 26 RESIDUAL TAXES	5,280	0	0	0%
		ABX1 26 PASS THROUGH	0	0	3,000	N/A
		Total 9000 Taxes	308,304	300,280	314,619	5%
		9400 Revenue From Use of Money/Prop				
		INTEREST INCOME	579	100	498	398%
		Total 9400 Revenue From Use of Money/Prop	579	100	498	398%
		9501 Intergovernmental Rev State				
		STATE HIGHWAY RENTALS	3	0	0	0%
		HOMEOWNERS PROP TAX RELIEF	3,787	3,852	3,951	3%
		Total 9501 Intergovernmental Rev State	3,790	3,852	3,951	3%
		9503 Intergovernmental Rev Other				
		REDEVELOPMENT PASS-THROUGH	2,822	4,029	0	(100%)
		Total 9503 Intergovernmental Rev Other	2,822	4,029	0	(100%)
TOTAL	LIBRARY ZONE 7 FINANCING SOURCES		315,495	308,261	319,068	4%
101	ROAD					
		9000 Taxes				
		CURRENT SECURED	663,897	665,000	725,000	9%
		CURRENT UNSECURED	39,409	40,000	45,000	13%
		PRIOR UNSECURED	1,293	1,500	1,000	(33%)
		SUPPLEMENTAL SECURED	2,044	1,500	1,500	0%
		PRIOR SECURED	832	230	250	9%
		TRANSPORTATION TAX	472,000	472,000	660,000	40%
		UNITARY	63,096	60,000	65,000	8%
		Total 9000 Taxes	1,242,571	1,240,230	1,497,750	21%
		9200 Licenses, Permits & Franchise				
		BUILDING PERMITS	8,400	8,000	8,000	0%
		ZONING PERMITS	1,410	1,700	1,500	(12%)
		ENCROACHMENT PERMITS	75,143	90,000	103,000	14%
		TRANSPORTATION PERMIT	43,582	25,000	26,000	4%
		GRADING PERMITS	41,595	50,000	50,000	0%
		LICENSES & PERMITS-OTHER	4,510	3,000	4,000	33%
		Total 9200 Licenses, Permits & Franchise	174,640	177,700	192,500	8%
		9400 Revenue From Use of Money/Prop				
		INTEREST INCOME	58,031	52,000	60,000	15%
		BUILDING RENTAL	48,216	49,000	49,000	0%
		Total 9400 Rev From Use of Money/Prop	106,247	101,000	109,000	8%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
9501 Intergovernmental Rev State						
	HIGHWAY USERS TAX		9,391,132	9,000,000	9,000,000	0%
	STATE HIGHWAY RENTALS		5	0	4	N/A
	HOMEOWNERS PROP TAX RELIEF		8,012	8,000	8,600	8%
	STATE CONSTRUCTION		100,000	100,000	100,000	0%
	ARRA-STATE PASS-THROUGH		-6,219	0	0	0%
	Total 9501 Intergovernmental Rev State		9,492,931	9,108,000	9,108,604	0%
9502 Intergovernmental Rev Federal						
	FED CONSTRUCTION		4,173,303	9,595,000	10,526,000	10%
	GRANT REVENUE		250,000	250,000	0	(100%)
	Total 9502 Intergovernmental Rev Federal		4,423,303	9,845,000	10,526,000	7%
9503 Intergovernmental Rev Other						
	OTHER GOVERNMENTAL AGENCIES		270,070	155,000	47,000	(70%)
	Total 9503 Intergovernmental Rev Other		270,070	155,000	47,000	(70%)
9600 Charges For Services						
	PHOTO/MICROFICHE COPIES		31	0	0	0%
	ADMIN SERVICES FEES		50	0	0	0%
	ENGINEERING SERVICES		71,240	32,000	16,500	(48%)
	LAND DIVISION FEES		6,272	200	2,000	900%
	ADMINISTRATION OVERHEAD		95	22	0	(100%)
	DEPARTMENTAL ADMIN OVERHEAD		73,225	78,034	89,081	14%
	OTHER CHARGES FOR SERVICES		5,173	5,050	5,050	0%
	ROAD SVCES ON COUNTY ROADS		1,054,660	310,000	450,000	45%
	NON-ROAD SVCES - COUNTY		456,525	514,000	553,000	8%
	INTERFUND SVCES PROVIDE-COUNTY		180,821	64,000	89,634	40%
	INTERFUND SVCES-PRO SVCES		0	120,160	25,000	(79%)
	INTERFUND SVCES-MAINT/LABOR		498	0	0	0%
	Total 9600 Charges For Services		1,848,589	1,123,466	1,230,265	10%
9700 Misc Revenue						
	OTHER REVENUE		10,805	700	615	(12%)
	Total 9700 Misc Revenue		10,805	700	615	(12%)
9800 Other Financing Sources						
	SALE OF NONTAXABLE FIXED ASSET		88,621	30,000	50,000	67%
	LONG-TERM DEBT PROCEEDS		0	140,000	34,000	(76%)
	OPERATING TRANSFERS IN		59,932	58,640	0	(100%)
	SALE OF TAXABLE FIXED ASSETS		969	0	0	0%
	Total 9800 Other Financing Sources		149,522	228,640	84,000	(63%)
TOTAL	ROAD FINANCING SOURCES		17,718,679	21,979,736	22,795,734	4%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
105	HOUSING REHABILITATION					
	9400 Revenue From Use of Money/Prop					
	INTEREST INCOME		92	120	0	(100%)
	Total 9400 Revenue From Use of Money/Prop		92	120	0	(100%)
	9501 Intergovernmental Rev State					
	STATE OTHER		0	300,000	225,000	(25%)
	Total 9501 Intergovernmental Rev State		0	300,000	225,000	(25%)
TOTAL	HOUSING REHABILITATION FINANCING SOURCES		92	300,120	225,000	(25%)
110	MICRO-ENTERPRISE BUSINESS					
	9400 Revenue From Use of Money/Prop					
	INTEREST INCOME		2,382	2,307	255	(89%)
	Total 9400 Revenue From Use of Money/Prop		2,382	2,307	255	(89%)
	9501 Intergovernmental Rev State					
	STATE OTHER		152,072	0	300,000	N/A
	Total 9501 Intergovernmental Rev State		152,072	0	300,000	N/A
TOTAL	MICRO-ENTERPRISE BUS FINANCING SRCES		154,454	2,307	300,255	12915%
120	HOMEACRES LOAN PROGRAM					
	9400 Revenue From Use of Money/Prop					
	INTEREST INCOME		20,688	12,000	10,000	(17%)
	Total 9400 Revenue From Use of Money/Prop		20,688	12,000	10,000	(17%)
	9600 Charges For Services					
	ADMINISTRATION OVERHEAD		0	875	0	(100%)
	Total 9600 Charges For Services		0	875	0	(100%)
TOTAL	HOMEACRES LOAN PRGRM FIN. SOURCES		20,688	12,875	10,000	(22%)
150	HOUSING & URBAN DEVELOPMENT					
	9502 Intergovernmental Rev Federal					
	FED OTHER		2,640,706	3,770,967	3,145,379	(17%)
	Total 9502 Intergovernmental Rev Federal		2,640,706	3,770,967	3,145,379	(17%)
TOTAL	HOUSING & URBAN DEV FIN. SOURCES		2,640,706	3,770,967	3,145,379	(17%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
151	FIRST 5 FUTURE INITIATIVE					
	9600 Charges For Services					
		INTERFUND SVCES-PRO SVCES	0	41,972	16,332	(61%)
	Total 9600 Charges For Services		0	41,972	16,332	(61%)
	9801 General Fund Contribution					
		TRANSFER IN-COUNTY CONTRIB	0	180,103	152,637	(15%)
	Total 9801 General Fund Contribution		0	180,103	152,637	(15%)
TOTAL	FIRST 5 FUTURE INITIATIVE FIN. SOURCES		0	222,075	168,969	(24%)
152	IN HOME SUPP SVCS-PUBLIC AUTH					
	9501 Intergovernmental Rev State					
		ST ADM IHSS	841,460	833,377	1,054,976	27%
	Total 9501 Intergovernmental Rev State		841,460	833,377	1,054,976	27%
	9502 Intergovernmental Rev Federal					
		FED ADM HEALTH RELATED SVS	1,292,613	1,278,482	1,375,776	8%
	Total 9502 Intergovernmental Rev Federal		1,292,613	1,278,482	1,375,776	8%
	9801 General Fund Contribution					
		TRANSFER IN-COUNTY CONTRIB	519,147	553,541	553,541	0%
	Total 9801 General Fund Contribution		519,147	553,541	553,541	0%
TOTAL	IHSS-PUBLIC AUTH FINANCING SOURCES		2,653,220	2,665,400	2,984,293	12%
153	FIRST 5 SOLANO					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	85,268	35,751	36,438	2%
	Total 9400 Revenue From Use of Money/Prop		85,268	35,751	36,438	2%
	9501 Intergovernmental Rev State					
		STATE OTHER	3,545,176	3,652,988	3,344,782	(8%)
	Total 9501 Intergovernmental Rev State		3,545,176	3,652,988	3,344,782	(8%)
	9502 Intergovernmental Rev Federal					
		GRANT REVENUE	517,870	43,722	241,313	452%
	Total 9502 Intergovernmental Rev Federal		517,870	43,722	241,313	452%
	9600 Charges For Services					
		INTERFUND SVCES PROVIDE-CO	446,264	456,000	456,000	0%
	Total 9600 Charges For Services		446,264	456,000	456,000	0%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
	9700 Misc Revenue					
		OTHER REVENUE	2,500	0	0	0%
		Total 9700 Misc Revenue	2,500	0	0	0%
TOTAL	FIRST 5 SOLANO FINANCING SOURCES		4,597,078	4,188,461	4,078,533	(3%)
215	RECORDER SPECIAL REVENUE					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	45,076	28,500	46,000	61%
		Total 9400 Rev From Use of Money/Prop	45,076	28,500	46,000	61%
	9600 Charges For Services					
		RECORDING FEES	573,613	583,000	595,000	2%
		AUTOMATION-MICROGRAPHICS FEE	135,989	155,000	155,000	0%
		Total 9600 Charges For Services	709,602	738,000	750,000	2%
TOTAL	RECORDER SPECIAL REV FIN. SOURCES		754,678	766,500	796,000	4%
228	LIBRARY - FRIENDS & FOUNDATION					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	610	688	704	2%
		Total 9400 Revenue From Use of Money/Prop	610	688	704	2%
	9700 Misc Revenue					
		OTHER REVENUE	313	0	0	0%
		DONATIONS AND CONTRIBUTIONS	97,226	121,412	119,796	(1%)
		Total 9700 Misc Revenue	97,539	121,412	119,796	(1%)
TOTAL	LIBRARY - FRIENDS & FOUNDATION FINANCING SOURCES		98,149	122,100	120,500	(1%)
233	DISTRICT ATTORNEY SPECIAL REV					
	9300 Fines, Forfeitures, & Penalty					
		FORFEITURES & PENALTIES	726,046	681,264	322,838	(53%)
		FORFEITURES-VEHICLE	125	0	0	0%
		Total 9300 Fines, Forfeitures, & Penalty	726,171	681,264	322,838	(53%)
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	9,276	6,000	0	(100%)
		Total 9400 Rev From Use of Money/Prop	9,276	6,000	0	(100%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
	9502 Intergovernmental Rev Federal					
		FED OTHER	0	1,553	0	(100%)
	Total 9502 Intergovernmental Rev Federal		0	1,553	0	(100%)
TOTAL	DA SPECIAL REV FINANCING SOURCES		735,447	688,817	322,838	(53%)
238	SE VALLEJO REDEVELOPMENT SETT					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	6	0	0	0%
	Total 9400 Rev From Use of Money/Prop		6	0	0	0%
TOTAL	SE VALLEJO REDEV SETT FIN. SOURCES		6	0	0	0%
239	TOBACCO SETTLEMENT					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	3,271	150	0	(100%)
	Total 9400 Revenue From Use of Money/Prop		3,271	150	0	(100%)
TOTAL	TOBACCO SETTLEMENT FIN. SOURCES		3,271	150	0	(100%)
241	CIVIL PROCESSING FEES					
	9300 Fines, Forfeitures, & Penalty					
		CIVIL ASSESSMENT	133,782	120,530	128,852	7%
		OTHER ASSESSMENTS	7,041	6,815	6,845	0%
	Total 9300 Fines, Forfeitures, & Penalty		140,823	127,345	135,697	7%
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	5,344	6,415	5,116	(20%)
	Total 9400 Revenue From Use of Money/Prop		5,344	6,415	5,116	(20%)
	9600 Charges For Services					
		CIVIL PROCESS FEES	113,730	117,751	110,413	(6%)
	Total 9600 Charges For Services		113,730	117,751	110,413	(6%)
TOTAL	CIVIL PROCESSING FEES FIN. SOURCES		259,897	251,511	251,226	(0%)
253	SHERIFF'S ASSET SEIZURE					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	979	1,000	1,000	0%
	Total 9400 Revenue From Use of Money/Prop		979	1,000	1,000	0%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
	9700 Misc Revenue					
		OTHER REVENUE	13,246	10,000	1,500	(85%)
	Total 9700 Misc Revenue		13,246	10,000	1,500	(85%)
TOTAL	SHERIFF'S ASSET SEIZURE FIN. SOURCES		14,225	11,000	2,500	(77%)
256	SHERIFF OES					
	9502 Intergovernmental Rev Federal					
		GRANT REVENUE	1,553,923	834,568	1,604,143	92%
	Total 9502 Intergovernmental Rev Federal		1,553,923	834,568	1,604,143	92%
	9700 Misc Revenue					
		DONATIONS AND CONTRIBUTIONS	250,000	0	0	0%
	Total 9700 Misc Revenue		250,000	0	0	0%
	9800 Other Financing Sources					
		OPERATING TRANSFERS IN	75,000	0	0	0%
	Total 9800 Other Financing Sources		75,000	0	0	0%
TOTAL	SHERIFF OES FINANCING SOURCES		1,878,923	834,568	1,604,143	92%
263	CJ TEMP CONSTRUCTION					
	9300 Fines, Forfeitures, & Penalty					
		VEHICLE CODE FINES	23,952	19,265	16,831	(13%)
	Total 9300 Fines, Forfeitures, & Penalty		23,952	19,265	16,831	(13%)
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	2,004	1,858	1,775	(4%)
	Total 9400 Revenue From Use of Money/Prop		2,004	1,858	1,775	(4%)
	9600 Charges For Services					
		CAPITAL FACILITIES FEES	0	0	248,815	N/A
		COURT FEES	365,867	334,853	0	(100%)
		ADMINISTRATION OVERHEAD	0	0	1,955	N/A
	Total 9600 Charges For Services		365,867	334,853	250,770	(25%)
TOTAL	CJ TEMP CONSTRCTN FINANCING SRCES		391,823	355,976	269,376	(24%)
264	CRTHSE TEMP CONST					
	9300 Fines, Forfeitures, & Penalty					
		VEHICLE CODE FINES	23,855	19,200	16,340	(15%)
	Total 9300 Fines, Forfeitures, & Penalty		23,855	19,200	16,340	(15%)
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	3,642	2,960	1,787	(40%)
	Total 9400 Revenue From Use of Money/Prop		3,642	2,960	1,787	(40%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
	9600 Charges For Services					
		CAPITAL FACILITIES FEES	0	0	249,430	N/A
		COURT FEES	366,017	334,477	0	(100%)
	Total 9600 Charges For Services		366,017	334,477	249,430	(25%)
TOTAL	CRTHSE TEMP CONST FINANCING SOURCES		393,515	356,637	267,557	(25%)
278	PUBLIC WORKS IMPROVEMENT					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	1,466	1,500	1,400	(7%)
	Total 9400 Revenue From Use of Money/Prop		1,466	1,500	1,400	(7%)
	9700 Misc Revenue					
		OTHER REVENUE	13,925	14,000	30,000	114%
	Total 9700 Misc Revenue		13,925	14,000	30,000	114%
TOTAL	PUBLIC WORKS IMPRVMT FINANCING SOURCES		15,391	15,500	31,400	103%
281	SURVEY MONUMENT PRESERVATION					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	125	150	150	0%
	Total 9400 Revenue From Use of Money/Prop		125	150	150	0%
	9600 Charges For Services					
		RECORDING FEES	9,330	8,000	22,000	175%
		ADMINISTRATION OVERHEAD	0	80	0	(100%)
	Total 9600 Charges For Services		9,330	8,080	22,000	172%
TOTAL	SURVEY MNMNT PRESRVTN FIN. SOURCES		9,455	8,230	22,150	169%
282	COUNTY DISASTER					
	9700 Misc Revenue					
		INSURANCE PROCEEDS	151,619	0	0	0%
	Total 9700 Misc Revenue		151,619	0	0	0%
TOTAL	COUNTY DISASTER FINANCING SOURCES		151,619	0	0	0%
296	PUBLIC FACILITIES FEES					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	42,786	29,203	23,500	(20%)
	Total 9400 Revenue From Use of Money/Prop		42,786	29,203	23,500	(20%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
	9600 Charges For Services					
		CAPITAL FACILITIES FEES	3,895,460	1,955,296	2,630,000	35%
		ADMINISTRATION OVERHEAD	0	89,753	22,692	(75%)
		Total 9600 Charges For Services	3,895,460	2,045,049	2,652,692	30%
TOTAL	PUBLIC FACILITIES FEES FIN. SOURCES		3,938,246	2,074,252	2,676,192	29%
301	GEN SVCS SPECIAL REVENUE					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	56	60	8	(87%)
		Total 9400 Revenue From Use of Money/Prop	56	60	8	(87%)
	9600 Charges For Services					
		PHOTO/MICROFICHE COPIES	187	200	200	0%
		Total 9600 Charges For Services	187	200	200	0%
TOTAL	GEN SVCS SPECIAL REV FIN. SOURCES		243	260	208	(20%)
323	COUNTY LOW/MOD HSNG SET ASIDE					
TOTAL	CO LOW/MOD HSNG SET ASIDE FIN. SRCS		0	0	0	0%
325	SHERIFF'S OFFICE GRANTS					
	9502 Intergovernmental Rev Federal					
		GRANT REVENUE	381,470	148,249	31,310	(79%)
		Total 9502 Intergovernmental Rev Federal	381,470	148,249	31,310	(79%)
TOTAL	SHERIFF'S OFFICE GRANTS FIN. SOURCES		381,470	148,249	31,310	(79%)
326	SHERIFF - SPECIAL REVENUE					
	9200 Licenses, Permits & Franchise					
		LICENSES & PERMITS-OTHER	167,588	168,655	165,000	(2%)
		Total 9200 Licenses, Permits & Franchise	167,588	168,655	165,000	(2%)
	9300 Fines, Forfeitures, & Penalty					
		OTHER ASSESSMENTS	(3)	0	0	0%
		Total 9300 Fines, Forfeitures, & Penalty	(3)	0	0	0%
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	3,463	4,300	2,500	(42%)
		Total 9400 Revenue From Use of Money/Prop	3,463	4,300	2,500	(42%)
	9600 Charges For Services					
		COURT FEES	97,722	93,884	80,000	(15%)
		Total 9600 Charges For Services	97,722	93,884	80,000	(15%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
	9700 Misc Revenue					
		OTHER REVENUE	354,588	357,450	324,855	(9%)
	Total 9700 Misc Revenue		354,588	357,450	324,855	(9%)
TOTAL	SHERIFF - SPECIAL REV FIN. SOURCES		623,358	624,289	572,355	(8%)
328	CTS-VEH CODE AUTOMATION FUND					
TOTAL	CTS-VEH CODE AUTO. FUND FIN. SOURCES		0	0	0	0%
340	LOCAL LAW ENFORCE BLOCK GRANT					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	1	4	0	(100%)
	Total 9400 Revenue From Use of Money/Prop		1	4	0	(100%)
	9502 Intergovernmental Rev Federal					
		FED OTHER	842	0	0	0%
	Total 9502 Intergovernmental Rev Federal		842	0	0	0%
TOTAL	LOCAL LAW ENFRM BLCK GRNT FIN. SRCS		843	4	0	(100%)
349	SUBST ABUSE/CRIME PREV PROP36					
TOTAL	SUBST ABUSE/CRIME PREV PROP36 FINANCING SOURCES		0	0	0	0%
359	RURAL HEALTH SERVICES					
TOTAL	RURAL HEALTH SERVICES FIN. SOURCES		0	0	0	0%
363	RURAL HEALTH SERVICES 98/99					
TOTAL	RURAL HLTH SRV 98/99 FINANCING SRCES		0	0	0	0%
366	RURAL HEALTH SERVICES 99/00					
TOTAL	RURAL HLTH SRV 99/00 FINANCING SRCES		0	0	0	0%
368	RURAL HEALTH SERVICES 01/02					
TOTAL	RURAL HLTH SRV 01/02 FINANCING SRCES		0	0	0	0%
369	CHILD SUPPORT SERVICES					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	5,448	4,500	4,500	0%
	Total 9400 Revenue From Use of Money/Prop		5,448	4,500	4,500	0%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
9501 Intergovernmental Rev State						
		STATE SUPPORT ENFORCEMENT INC	4,038,922	4,092,265	4,193,879	2%
Total 9501 Intergovernmental Rev State			4,038,922	4,092,265	4,193,879	2%
9502 Intergovernmental Rev Federal						
		FED CHILD SUPPORT	7,840,263	7,943,808	8,134,808	2%
Total 9502 Intergovernmental Rev Federal			7,840,263	7,943,808	8,134,808	2%
9700 Misc Revenue						
		OTHER REVENUE	88,788	160,336	160,336	0%
Total 9700 Misc Revenue			88,788	160,336	160,336	0%
TOTAL	CHILD SUPPORT SERVICES FIN. SOURCES		11,973,421	12,200,909	12,493,523	2%
390	TOBACCO PREVENTION & EDUCATION					
9400 Revenue From Use of Money/Prop						
		INTEREST INCOME	573	950	425	(55%)
Total 9400 Revenue From Use of Money/Prop			573	950	425	(55%)
9501 Intergovernmental Rev State						
		STATE OTHER	163,725	289,770	216,943	(25%)
Total 9501 Intergovernmental Rev State			163,725	289,770	216,943	(25%)
9800 Other Financing Sources						
		OPERATING TRANSFERS IN	876	0	0	0%
Total 9800 Other Financing Sources			876	0	0	0%
TOTAL	TOBACCO PREVN & EDUC FIN. SOURCES		165,174	290,720	217,368	(25%)
900	PUBLIC SAFETY					
9200 Licenses, Permits & Franchise						
		LICENSES & PERMITS-OTHER	53,626	15,201	20,000	32%
Total 9200 Licenses, Permits & Franchise			53,626	15,201	20,000	32%
9300 Fines, Forfeitures, & Penalty						
		VEHICLE CODE FINES	2,671	4,000	3,212	(20%)
		OTHER COURT FINES	2,520	3,200	2,020	(37%)
		VEHICLE FINES-DRUNK DRIVING	8,521	6,500	7,474	15%
		SB 1127 CONVICTIONS	41,157	40,000	40,000	0%
		HEALTH & SAFETY	103	0	200	N/A
		FORFEITURES & PENALTIES	343,774	339,749	273,031	(20%)
		WORK FURLOUGH FEES	9,551	4,000	1,000	(75%)
		WORK RELEASE FEES	52,504	61,066	40,000	(34%)
		ELECTRONIC MONITOR DAILY FEES	263,374	294,063	195,000	(34%)
		ASP Other Fees	5,493	5,277	3,000	(43%)
Total 9300 Fines, Forfeitures, & Penalty			729,667	757,855	564,937	(25%)

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
9400 Revenue From Use of Money/Prop						
	INTEREST INCOME		43,532	1,280	0	(100%)
Total 9400 Rev From Use of Money/Prop			43,532	1,280	0	(100%)
9501 Intergovernmental Rev State						
	STATE REIMB MANDATED COSTS		1,950	1,950	1,000	(49%)
	STATE CALWORK SINGLE		119,628	160,000	0	(100%)
	STATE CATEGORICAL AID		19,809	355,000	0	(100%)
	STATE 4700 P.C.		1,057,126	966,611	1,085,000	12%
	STATE VLF REALIGNMENT - SS		28,503	31,216	28,873	(8%)
	STATE REIMB POLICE OFF TRAININ		17,318	10,500	11,000	5%
	STATE AID PUBLIC SAFETY SVCES		28,084,434	29,275,361	30,765,000	5%
	STATE - 2011 REALIGNMENT		11,335,949	16,257,036	16,267,946	0%
	ST SALES TX 1991 REALIGNMNT-SS		709,770	775,924	796,068	3%
	STATE OTHER		2,717,513	1,890,607	1,789,169	(5%)
	ARRA-STATE PASS-THROUGH		25,780	0	0	0%
	ST LCL DETENTION FACILITY REV		15,705	0	0	0%
	2011 REALIGNMENT REVOCATION		56,488	227,478	713,454	214%
	2011 REALIGNMENT FCARE ASSIST		394,364	340,800	450,000	32%
	2011 REALIGNMENT-CWS		8,448	0	0	0%
Total 9501 Intergovernmental Rev State			44,592,784	50,292,483	51,907,510	3%
9502 Intergovernmental Rev Federal						
	FEDERAL AID		378,268	0	378,000	N/A
	FED ADM CWS SERVICES IVE		768,624	640,000	640,000	0%
	GRANT REVENUE		227,347	151,754	91,000	(40%)
	FED OTHER		551,797	430,684	511,213	19%
Total 9502 Intergovernmental Rev Federal			1,926,035	1,222,438	1,620,213	33%
9600 Charges For Services						
	PHOTO/MICROFICHE COPIES		660	850	650	(24%)
	CONTRACT SERVICES		327,712	164,026	5,938,497	3520%
	CIVIL PROCESS FEES		265,645	262,138	260,000	(1%)
	RECORDING FEES		4,872	4,483	6,500	45%
	COURT FEES		250	265	150	(43%)
	ADMIN SERVICES FEES		9,577	8,000	5,568	(30%)
	LEGAL FEES		188,964	134,993	151,789	12%
	OTHER PROFESSIONAL SERVICES		48,896	42,993	35,000	(19%)
	MEDICAL CARE-OTHER		883,470	909,587	1,005,000	10%
	INSTITUTIONAL CARE		315,443	170,000	98,872	(42%)
	DEPARTMENTAL ADMIN OVERHEAD		0	45,000	45,000	0%
	LAW ENFORCEMENT SERVICES		3,372	8,592	12,500	45%
	OTHER CHARGES FOR SERVICES		787,211	708,758	660,037	(7%)
	WORK FURLOUGH APPLICATION FEES		852	710	250	(65%)
	WORK RELEASE APPLICATION FEES		60,913	63,324	45,000	(29%)
	ELECTRONIC MONITOR APPL FEES		52,680	52,697	35,000	(34%)
	INTERFUND SVCES PROVIDE-COUNTY		496,703	427,356	257,261	(40%)
	INTERFUND SVCES-LEGAL SRVCS		0	0	175,000	N/A

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
		INTERFUND SVCES-PERSONNEL	70,287	119,999	5,000	(96%)
		INTERFUND SVCES-PRO SVCES	2,428	92,018	116,466	27%
		Total 9600 Charges For Services	3,519,935	3,215,789	8,853,540	175%
		9700 Misc Revenue				
		CASH OVERAGE	-12	200	0	(100%)
		OTHER REVENUE	1,073,921	1,518,671	1,792,332	18%
		DONATIONS AND CONTRIBUTIONS	2,000	0	0	0%
		INSURANCE PROCEEDS	400,326	220,000	235,000	7%
		Total 9700 Misc Revenue	1,476,234	1,738,871	2,027,332	17%
		9800 Other Financing Sources				
		SALE OF NONTAXABLE FIXED ASSET	3,700	0	0	0%
		OPERATING TRANSFERS IN	1,677,800	2,436,847	1,550,437	(36%)
		Total 9800 Other Financing Sources	1,681,500	2,436,847	1,550,437	(36%)
		9801 General Fund Contribution				
		TRANSFER IN-COUNTY CONTRIB	78,050,800	85,891,354	88,979,962	4%
		Total 9801 General Fund Contribution	78,050,800	85,891,354	88,979,962	4%
TOTAL	PUBLIC SAFETY FINANCING SOURCES		132,074,114	145,572,118	155,523,931	7%
901	C M F CASES					
		9400 Revenue From Use of Money/Prop				
		INTEREST INCOME	53	0	0	0%
		Total 9400 Revenue From Use of Money/Prop	53	0	0	0%
		9501 Intergovernmental Rev State				
		STATE 4700 P.C.	249,856	256,824	253,439	(1%)
		Total 9501 Intergovernmental Rev State	249,856	256,824	253,439	(1%)
TOTAL	C M F CASES FINANCING SOURCES		249,909	256,824	253,439	(1%)
902	HEALTH & SOCIAL SERVICES					
		9200 Licenses, Permits & Franchise				
		LICENSES & PERMITS-OTHER	4,412	4,120	4,350	6%
		BURIAL PERMITS	6,738	6,000	6,800	13%
		Total 9200 Licenses, Permits & Franchise	11,150	10,120	11,150	10%
		9300 Fines, Forfeitures, & Penalty				
		FORFEITURES & PENALTIES	520,088	654,655	588,702	(10%)
		OTHER ASSESSMENTS	0	0	20,000	N/A
		Total 9300 Fines, Forfeitures, & Penalty	520,088	654,655	608,702	(7%)
		9400 Revenue From Use of Money/Prop				
		INTEREST INCOME	243,420	191,501	219,436	15%
		Total 9400 Revenue From Use of Money/Prop	243,420	191,501	219,436	15%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
9501 Intergovernmental Rev State						
		ST ADM FOSTER CARE	56,923	0	0	0%
		STATE VLF 1991 REALIGNMNT - PH	10,773,019	10,445,744	10,577,468	1%
		ST ADM FOOD STAMPS	5,298,271	4,818,278	6,108,162	27%
		STATE CALWORK SINGLE	4,685,212	2,314,984	3,093,147	34%
		ST ADM IHSS	1,549,655	1,508,992	1,466,628	(3%)
		STATE CATEGORICAL AID	12,163,540	4,667,793	4,218,016	(10%)
		STATE S/D MEDICAL	7,854,199	7,471,129	8,054,243	8%
		ST ADM MEDI-CAL	14,464,401	16,482,622	18,689,060	13%
		STATE MENTAL HEALTH	329,967	234,317	0	(100%)
		STATE ALCOHOL & DRUG SGF	384	0	0	0%
		SHORT DOYLE QUALITY ASSURANCE	1,046,803	1,904,927	1,497,020	(21%)
		ST ADM COUNTY SVS BLOCK GRANT	63,941	0	0	0%
		STATE DRUG ABUSE	329,333	464,068	464,068	0%
		ST ADM MEDICAL SVS	1,752,866	1,627,009	1,817,921	12%
		ST ADM ADOPTIONS	22,148	0	0	0%
		STATE VLF REALIGNMENT - SS	502,433	484,814	479,419	(1%)
		ST ADM CWS/LIC FFH	-883,138	0	0	0%
		STATE VLF 1991 REALIGNMNT-MH	101,287	0	100,000	N/A
		STATE NON CWS ALLOCATION	286,335	0	0	0%
		STATE CWS IV-B	1,449,648	1,633,515	0	(100%)
		STATE - 2011 REALIGNMENT	160,137	467,110	2,608,164	458%
		ST SALES TX 1991 REALIGNMNT-SS	12,293,428	12,146,994	13,217,931	9%
		ST SALES TX 1991 REALIGNMNT-MH	10,841,114	11,136,026	11,515,764	3%
		ST SALES TX 1991 REALIGNMNT-PH	3,887,227	3,771,375	3,833,892	2%
		STATE TITLE XX	16,359	0	0	0%
		STATE LICENSING FFH	17,199	0	0	0%
		STATE OTHER	17,515,516	20,430,172	3,766,686	(82%)
		IGT REVENUES	6,338,489	3,669,010	5,137,596	40%
		FEDERAL NON CWS ALLOCATION	632,133	530,864	586,292	10%
		FEDERAL LICENSING FFH	(845)	0	0	0%
		1991 REALIGNMENT CALWORKS MOE	9,237,137	10,925,337	10,655,644	(2%)
		2011 REALIGNMENT AAP	1,544,152	2,011,186	2,158,119	7%
		2011 REALIGNMENT SA-DMC	655,488	705,436	1,173,606	66%
		2011 REALIGNMENT SA-NON DMC	297,262	343,512	314,756	(8%)
		2011 REALIGNMENT FCARE ASSIST	1,278,163	2,261,815	2,599,371	15%
		2011 REALIGNMENT FCARE ADMIN	156,524	230,699	230,669	(0%)
		2011 REALIGNMENT ADOPTIONS	299,720	366,559	366,559	0%
		2011 REALIGNMENT-DRUG COURT	183,759	182,749	186,592	2%
		2011 REALIGNMENT-CHILD ABUSE	87,514	141,639	141,639	0%
		2011 REALIGNMENT-CWS	2,889,908	4,341,018	4,886,971	13%
		2011 REALIGNMENT-APS	380,714	626,168	1,030,500	65%
		2011 REALIGNMENT-MANAGED CARE	0	0	3,385,492	N/A
		2011 REALIGNMENT-EPSDT	0	0	5,221,719	N/A
		Total 9501 Intergovernmental Rev State	130,558,325	128,345,861	129,583,114	1%
9502 Intergovernmental Rev Federal						
		FED ADM ILP IV-E	256,282	159,969	159,481	(0%)
		ARRA-FEDERAL DIRECT	116,531	0	0	0%

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FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
		FED ADM CWS TANF	0	0	1,633,515	N/A
		FED ADM FOSTER CARE IV-E	447,062	559,498	514,860	(8%)
		FEDERAL AID	28,380,524	34,125,354	35,332,805	4%
		FED ADM ADOPTIONS IV-E	215,113	276,628	265,988	(4%)
		FED ADM PSSF IV-B	396,960	283,898	282,958	(0%)
		FED CALWORKS TANF	14,198,967	19,384,845	18,900,802	(2%)
		FEDERAL TITLE XX	540,546	356,401	686,128	93%
		FED ADM FOOD STAMPS	5,210,187	6,152,322	7,643,168	24%
		FED ADM REFUGEE	772	3,336	3,953	18%
		FED ADM HEALTH RELATED SVS	7,078,678	6,915,206	7,117,491	3%
		FEDERAL ALCOHOL & DRUG-SAPT	2,372,346	2,403,799	2,420,270	1%
		FED ADM CWS IV-B	190,750	184,619	170,968	(7%)
		FED ADM CWS SERVICES IVE	2,480,914	3,846,434	4,340,769	13%
		GRANT REVENUE	463,300	165,475	513,783	210%
		ARRA-FMAP FEDERAL	135,163	0	0	0%
		FED OTHER	1,424,138	1,706,404	1,678,166	(2%)
		Total 9502 Intergovernmental Rev Federal	63,908,231	76,524,188	81,665,105	7%
		9503 Intergovernmental Rev Other				
		OTHER GOVERNMENTAL AGENCIES	462,304	1,030,405	1,578,262	53%
		Total 9503 Intergovernmental Rev Other	462,304	1,030,405	1,578,262	53%
		9600 Charges For Services				
		PHOTO/MICROFICHE COPIES	21,308	11,230	24,522	118%
		CONTRACT SERVICES	4,786,665	4,996,112	623,189	(88%)
		ESTATE & PUBLIC ADMIN FEES	159,252	120,000	141,013	18%
		RECORDING FEES	204,676	254,260	235,111	(8%)
		ADMIN SERVICES FEES	649,582	827,048	954,123	15%
		MENTAL HEALTH SERVICES	168,441	0	49,745	N/A
		OTHER PROFESSIONAL SERVICES	446,061	513,909	538,763	5%
		CHILD HEALTH FEES	5,936,180	4,682,603	0	(100%)
		MENTAL HEALTH INDIGENT PAY	188,017	104,695	157,259	50%
		PRIVATE PAY PATIENT	282,787	366,535	431,214	18%
		MEDICAL CARE-OTHER	0	968,932	0	(100%)
		ADMINISTRATION OVERHEAD	299,483	1,235,757	108,035	(91%)
		INSURANCE PAYMENTS	174,373	305,737	131,000	(57%)
		MEDI-CAL SERVICES	6,602,924	12,988,229	16,502,021	27%
		MEDICARE SERVICES	301,491	889,591	457,180	(49%)
		CMSF SERVICES	1,580,852	6,448,860	6,190,417	(4%)
		OTHER CHARGES FOR SERVICES	108,558	60,950	77,850	28%
		MANAGED CARE SERVICES	1,413,127	1,758,868	1,586,003	(10%)
		INTERFUND SVCES PROVIDE-COUNTY	250,234	307,000	1,000	(100%)
		INTERFUND SVCES-PRO SVCES	1,516,870	1,248,838	1,505,994	21%
		Total 9600 Charges For Services	25,090,880	38,089,154	29,714,439	(22%)
		9700 Misc Revenue				
		CASH OVERAGE	44	0	0	0%
		OTHER REVENUE	2,452,218	1,436,691	1,043,596	(27%)
		DONATIONS AND CONTRIBUTIONS	915	0	0	0%

**State of California Schedule 6
Detail of Additional Financing Sources by Fund and Account**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
		INSURANCE PROCEEDS	500	0	0	0%
		Total 9700 Misc Revenue	2,453,677	1,436,691	1,043,596	(27%)
		9800 Other Financing Sources				
		OPERATING TRANSFERS IN	2,052,563	2,059,649	2,210,549	7%
		Total 9800 Other Financing Sources	2,052,563	2,059,649	2,210,549	7%
		9801 General Fund Contribution				
		TRANSFER IN-COUNTY CONTRIB	25,430,216	21,921,080	20,998,973	(4%)
		TRANSFERS IN - MHSA	0		16,923,691	0%
		Total 9801 General Fund Contribution	25,430,216	21,921,080	37,922,664	73%
TOTAL	H&SS FINANCING SOURCES		250,730,853	270,263,304	284,557,017	5%
903	WORKFORCE INVESTMENT BOARD					
		9400 Revenue From Use of Money/Prop				
		INTEREST INCOME	1,491	0	0	0%
		Total 9400 Revenue From Use of Money/Prop	1,491	0	0	0%
		9502 Intergovernmental Rev Federal				
		GRANT REVENUE	4,937,175	4,811,783	4,255,561	(12%)
		Total 9502 Intergovernmental Rev Federal	4,937,175	4,811,783	4,255,561	(12%)
		9700 Misc Revenue				
		OTHER REVENUE	2,120	0	0	0%
		DONATIONS AND CONTRIBUTIONS	5,886	0	0	0%
		Total 9700 Misc Revenue	8,005	0	0	0%
TOTAL	WORKFORCE INVSTMNT BRD FIN. SOURCES		4,946,671	4,811,783	4,255,561	(12%)
905	COUNTY LOCAL REVENUE FUND 2011					
		9501 Intergovernmental Rev State				
		STATE - 2011 REALIGNMENT	282,252	317,684	284,211	(11%)
		Total 9501 Intergovernmental Rev State	282,252	317,684	284,211	(11%)
TOTAL	CO LOCAL REV FUND 2011 FIN. SOURCES		282,252	317,684	284,211	(11%)
906	MHSA					
		9501 Intergovernmental Rev State				
		STATE OTHER	0	0	13,555,516	N/A
		Total 9501 Intergovernmental Rev State	0	0	13,555,516	0%
TOTAL	MHSA FINANCING SOURCES		0	0	13,555,516	0%
TOTAL	SPECIAL REV FUND FINANCING SOURCES		457,443,946	491,272,733	531,726,239	8%

State of California Schedule 6
Detail of Additional Financing Sources by Fund and Account

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
03	CAPITAL PROJECT FUND					
006	CAPITAL OUTLAY					
	9000 Taxes					
		CURRENT SECURED	1,464,675	1,456,728	1,383,119	(5%)
		CURRENT UNSECURED	68,028	67,791	85,959	27%
		PRIOR UNSECURED	821	473	1,388	193%
		SUPPLEMENTAL SECURED	5,404	12,660	10,283	(19%)
		PRIOR SECURED	1,257	0	552	N/A
		UNITARY	64,347	64,384	63,059	(2%)
		ABX1 26 RESIDUAL TAXES	197,541	0	100,000	N/A
		ABX1 26 PASS THROUGH	0	0	200,000	N/A
		Total 9000 Taxes	1,802,073	1,602,036	1,844,360	15%
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	180,176	100,000	100,000	0%
		Total 9400 Revenue From Use of Money/Prop	180,176	100,000	100,000	0%
	9501 Intergovernmental Rev State					
		STATE HIGHWAY RENTALS	15	15	12	(20%)
		HOMEOWNERS PROP TAX RELIEF	26,123	26,575	26,090	(2%)
		STATE - 2011 REALIGNMENT	0	0	1,446,985	N/A
		STATE OTHER	301,982	0	0	0%
		Total 9501 Intergovernmental Rev State	328,120	26,590	1,473,087	5440%
	9502 Intergovernmental Rev Federal					
		GRANT REVENUE	184,897	61,545,000	0	(100%)
		Total 9502 Intergovernmental Rev Federal	184,897	61,545,000	0	(100%)
	9503 Intergovernmental Rev Other					
		OTHER GOVERNMENTAL AGENCIES	214,113	0	0	0%
		REDEVELOPMENT PASS-THROUGH	158,347	272,730	0	(100%)
		Total 9503 Intergovernmental Rev Other	372,460	272,730	0	(100%)
	9600 Charges For Services					
		ADMINISTRATION OVERHEAD	511,317	0	0	0%
		Total 9600 Charges For Services	511,317	0	0	0%
	9700 Misc Revenue					
		OTHER REVENUE	80,329	0	0	0%
		INSURANCE PROCEEDS	-4,434	0	0	0%
		Total 9700 Misc Revenue	75,895	0	0	0%
	9800 Other Financing Sources					
		LONG-TERM DEBT PROCEEDS	0	0	0	0%
		OPERATING TRANSFERS IN	1,019,300	2,283,640	2,777,686	22%
		Total 9800 Other Financing Sources	1,019,300	2,283,640	2,777,686	22%
TOTAL	CAPITAL OUTLAY FINANCING SOURCES		4,474,238	65,829,996	6,195,133	(91%)

**State of California Schedule 6
Detail of Additional Financing Sources by Fund and Account**

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
106	PUBLIC ARTS PROJECTS					
	9400 Revenue From Use of Money/Prop					
	INTEREST INCOME		391	120	285	138%
	Total 9400 Revenue From Use of Money/Prop		391	120	285	138%
	9600 Charges For Services					
	ADMINISTRATION OVERHEAD		375	0	0	0%
	Total 9600 Charges For Services		375	0	0	0%
	9800 Other Financing Sources					
	OPERATING TRANSFERS IN		172,500	0	0	0%
	Total 9800 Other Financing Sources		172,500	0	0	0%
TOTAL	PUBLIC ARTS PROJ FINANCING SOURCES		173,266	120	285	138%
107	FAIRGROUNDS DEVELOPMENT PROJ					
	9600 Charges For Services					
	ADMINISTRATION OVERHEAD		35,837	20,319	0	(100%)
	Total 9600 Charges For Services		35,837	20,319	0	(100%)
	9800 Other Financing Sources					
	LONG-TERM DEBT PROCEEDS		0	4,391,120	4,916,073	12%
	Total 9800 Other Financing Sources		0	4,391,120	4,916,073	12%
TOTAL	FAIRGROUNDS DEV PROJ FIN. SOURCES		35,837	4,411,439	4,916,073	11%
248	GOVERNMENT CENTER PROJECT					
TOTAL	GOVT CENTER PROJ FINANCING SOURCES		0	0	0	0%
249	HSS CAPITAL PROJECTS					
	9400 Revenue From Use of Money/Prop					
	INTEREST INCOME		19,023	3,000	10,135	238%
	Total 9400 Revenue From Use of Money/Prop		19,023	3,000	10,135	238%
	9502 Intergovernmental Rev Federal					
	GRANT REVENUE		1,504,968	200,000	24,268	(88%)
	Total 9502 Intergovernmental Rev Federal		1,504,968	200,000	24,268	(88%)
	9503 Intergovernmental Rev Other					
	OTHER GOVERNMENTAL AGENCIES		100,000	0	0	0%
	Total 9503 Intergovernmental Rev Other		100,000	0	0	0%

State of California Schedule 6
Detail of Additional Financing Sources by Fund and Account

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
	9700 Misc Revenue					
		INSURANCE PROCEEDS	24,856	0	0	0%
	Total 9700 Misc Revenue		24,856	0	0	0%
	9800 Other Financing Sources					
		OPERATING TRANSFERS IN	1,374,743	69,649	100,000	44%
	Total 9800 Other Financing Sources		1,374,743	69,649	100,000	44%
TOTAL	HSS CAPITAL PROJECTS FIN. SOURCES		3,023,589	272,649	134,403	(51%)
307	JUVENILE HALL PROJECT					
TOTAL	JUVENILE HALL PROJECT FIN. SOURCES		0	0	0	0%
TOTAL	CAPITAL PROJ FUND FINANCING SOURCES		7,706,931	70,514,204	11,245,894	(84%)
04	DEBT SERVICE FUND					
300	SOLANO COUNTY DSF					
TOTAL	SOLANO COUNTY DSF FINANCING SOURCES		0	0	0	0%
303	BUILDING CORP					
TOTAL	BUILDING CORP FINANCING SOURCES		0	0	0	0%
304	COURT EXPANSION					
TOTAL	COURT EXPANSION FINANCING SOURCES		0	0	0	0%
306	PENSION DEBT SERVICE					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	3,277	12,000	4,000	(67%)
	Total 9400 Revenue From Use of Money/Prop		3,277	12,000	4,000	(67%)
	9700 Misc Revenue					
		OTHER REVENUE	888,407	813,772	746,651	(8%)
	Total 9700 Misc Revenue		888,407	813,772	746,651	(8%)
	9800 Other Financing Sources					
		LONG-TERM DEBT PROCEEDS	0	12,747,685	14,832,652	16%
		OPERATING TRANSFERS IN	10,858,907	11,116,604	11,717,278	5%
	Total 9800 Other Financing Sources		10,858,907	23,864,289	26,549,930	11%
TOTAL	PENSION DEBT SERVICE FIN. SOURCES		11,750,592	24,690,061	27,300,581	11%

State of California Schedule 6
Detail of Additional Financing Sources by Fund and Account

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
308	JAIL REROOF & HVAC					
TOTAL	JAIL REROOF & HVAC FINANCING SOURCES		0	0	0	0%
311	SO CO LIBRARY AUTH DSF					
TOTAL	SO CO LIBRARY AUTH DSF FINANCING SOURCES		0	0	0	0%
332	GOVERNMENT CENTER DEBT SERVICE					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	2,115	1,000	13,516	1252%
		Total 9400 Revenue From Use of Money/Prop	2,115	1,000	13,516	1252%
	9503 Intergovernmental Rev Other					
		OTHER GOVERNMENTAL AGENCIES	105,000	0	0	0%
		Total 9503 Intergovernmental Rev Other	105,000	0	0	0%
	9600 Charges For Services					
		ADMINISTRATION OVERHEAD	0	1,671	12,400	642%
		BUILDING USE FEES-CAC	1,716,212	1,634,450	1,608,177	(2%)
		Total 9600 Charges For Services	1,716,212	1,636,121	1,620,577	(1%)
	9800 Other Financing Sources					
		OPERATING TRANSFERS IN	6,152,250	9,120,135	6,276,903	(31%)
		Total 9800 Other Financing Sources	6,152,250	9,120,135	6,276,903	(31%)
TOTAL	GOVT CENTER DEBT SRVCE FIN. SOURCES		7,975,577	10,757,256	7,910,996	(26%)
334	H&SS SPH ADMIN/REFINANCE					
	9400 Revenue From Use of Money/Prop					
		INTEREST INCOME	70	200	150	(25%)
		Total 9400 Revenue From Use of Money/Prop	70	200	150	(25%)
	9600 Charges For Services					
		ADMINISTRATION OVERHEAD	0	0	23,384	N/A
		Total 9600 Charges For Services	0	0	23,384	N/A
	9800 Other Financing Sources					
		OPERATING TRANSFERS IN	2,563,723	2,517,988	2,492,289	(1%)
		Total 9800 Other Financing Sources	2,563,723	2,517,988	2,492,289	(1%)
TOTAL	H&SS SPH ADMIN/REF FINANCING SOURCES		2,563,793	2,518,188	2,515,823	(0%)

State of California Schedule 6
Detail of Additional Financing Sources by Fund and Account

FUND NAME	FINANCING SOURCE CATEGORY	FUNDING SOURCE ACCOUNT	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	PERCENT CHANGE
336	2013 COP ANIMAL CARE PROJECT					
	9503 Intergovernmental Rev Other					
		OTHER GOVERNMENTAL AGENCIES	0	0	417,213	N/A
	Total 9503 Intergovernmental Rev Other		0	0	417,213	N/A
	9801 General Fund Contribution					
		TRANSFER IN-COUNTY CONTRIB	0	0	44,970	N/A
	Total 9801 General Fund Contribution		0	0	44,970	N/A
TOTAL	2013 COP ANIMAL CARE PROJ FINANCING SOURCES		0	0	462,183	N/A
TOTAL	DEBT SERVICE FUND FINANCING SOURCES		22,289,963	37,965,505	38,189,583	1%
TOTAL ALL FUNDS			665,656,665	773,198,128	757,260,222	(2%)

**State of California Schedule 7
Summary of Financing Uses by Function and Fund**

**COUNTY OF SOLANO
SCHEDULE 7
SUMMARY OF FINANCING USES BY FUNCTION AND FUND
GOVERNMENTAL FUNDS
FY2013/14**

DESCRIPTION	FY2011/12 ACTUAL	FY2012/13 ADOPTED BUDGET	FY2013/14 RECOMMENDED	PERCENT CHANGE
SUMMARIZATION BY FUNCTION				
General Government	182,734,443	243,786,672	187,849,986	(23) %
Public Protection	169,360,982	184,943,285	193,805,360	5 %
Public Ways & Fac	18,199,682	22,884,227	24,276,364	6 %
Health & Sanitation	119,175,102	128,872,023	155,052,863	20 %
Public Assistance	147,429,527	156,225,349	160,976,472	3 %
Education	17,925,829	19,348,053	19,302,876	(0) %
Rec & Cultural Services	1,218,851	1,391,544	1,250,292	(10) %
Debt Service	22,959,984	20,321,114	21,840,832	7 %
TOTAL FINANCING USES BY FUNCTION	679,004,400	777,772,267	764,355,045	(2) %
APPROPRIATIONS FOR CONTINGENCIES				
001 GENERAL FUND	0	18,225,000	19,000,000	4 %
004 COUNTY LIBRARY	0	4,836,070	7,459,620	54 %
012 FISH/WILDLIFE PROPAGATION	0	26,336	8,721	(67) %
035 JH REC HALL - WARD WELFARE	0	92,596	92,174	(0) %
036 LIBRARY ZONE 1	0	227,712	0	(100) %
037 LIBRARY ZONE 2	0	7,597	0	(100) %
066 LIBRARY ZONE 6	0	5,907	0	(100) %
067 LIBRARY ZONE 7	0	57,979	0	(100) %
105 HOUSING REHABILITATION	0	241,049	20,759	(91) %
110 MICRO-ENTERPRISE BUSINESS	0	12,114	53,027	338 %
120 HOMEACRES LOAN PROGRAM	0	1,149,942	1,155,867	1 %
153 FIRST 5 SOLANO	0	1,000,000	0	(100) %
215 RECORDER SPECIAL REVENUE	0	6,649,984	6,541,694	(2) %
228 LIBRARY - FRIENDS & FOUNDATION	0	110,684	110,684	0 %
233 DISTRICT ATTORNEY SPECIAL REV	0	1,165,329	1,547,773	33 %
241 CIVIL PROCESSING FEES	0	478,422	507,436	6 %

State of California Schedule 7
Summary of Financing Uses by Function and Fund

DESCRIPTION	FY2011/12 ACTUAL	FY2012/13 ADOPTED BUDGET	FY2013/14 RECOMMENDED	PERCENT CHANGE
253 SHERIFF'S ASSET SEIZURE	0	182,945	173,627	(5) %
256 SHERIFF OES	0	385,071	154,799	(60) %
263 CJ TEMP CONSTRUCTION	0	753,483	576,006	(24) %
264 CRTHSE TEMP CONST	0	673,236	475,140	(29) %
278 PUBLIC WORKS IMPROVEMENT	0	56,598	107,898	91 %
281 SURVEY MONUMENT PRESERVATION	0	14,733	40,409	174 %
296 PUBLIC FACILITIES FEES	0	2,111,856	3,176,687	50 %
326 SHERIFF - SPECIAL REVENUE	0	267,146	322,384	21 %
390 TOBACCO PREVENTION & EDUCATION	0	66,943	66,943	0 %
006 CAPITAL OUTLAY	0	1,181,129	1,695,687	44 %
106 PUBLIC ARTS PROJECTS	0	5,640	22,590	301 %
249 HSS CAPITAL PROJECTS	0	134,445	168,324	25 %
TOTAL APPROPRIATIONS FOR CONTINGENCIES	0	40,119,946	43,478,249	8 %
SUBTOTAL FINANCING USES	679,004,400	817,892,213	807,833,294	(1) %
PROVISIONS FOR OBLIGATED FUND BALANCES				
001 GENERAL FUND	0	10,963,401	9,901,715	(10) %
101 ROAD	0	5,406,462	0	(100) %
153 FIRST 5 SOLANO	0	7,673,672	0	(100) %
332 GOVERNMENT CENTER DEBT SERVICE	0	2,800,000	0	(100) %
TOTAL OBLIGATED FUND BALANCES	0	26,843,535	9,901,715	(63) %
TOTAL FINANCING USES	679,004,400	844,735,748	817,735,009	(3) %
SUMMARIZATION BY FUND				
001 GENERAL FUND	172,035,837	221,665,274	219,184,724	(1) %
004 COUNTY LIBRARY	16,353,659	22,592,029	24,601,614	9 %
012 FISH/WILDLIFE PROPAGATION	284,281	260,663	31,248	(88) %
016 PARKS AND RECREATION	1,218,851	1,391,544	1,250,292	(10) %
035 JH REC HALL - WARD WELFARE	14,280	107,596	107,596	0 %
036 LIBRARY ZONE 1	895,734	1,119,107	1,376,401	23 %
037 LIBRARY ZONE 2	29,411	37,059	47,823	29 %
066 LIBRARY ZONE 6	13,994	19,936	19,057	(4) %

State of California Schedule 7
Summary of Financing Uses by Function and Fund

DESCRIPTION	FY2011/12 ACTUAL	FY2012/13 ADOPTED BUDGET	FY2013/14 RECOMMENDED	PERCENT CHANGE
067 LIBRARY ZONE 7	309,993	366,240	377,047	3 %
101 ROAD	18,138,750	28,232,089	24,275,364	(14) %
105 HOUSING REHABILITATION	7,666	310,269	245,759	(21) %
110 MICRO-ENTERPRISE BUSINESS	105,632	12,114	353,282	2,816 %
120 HOMEACRES LOAN PROGRAM	831	1,150,854	1,156,942	1 %
150 HOUSING & URBAN DEVELOPMENT	2,640,706	3,770,967	3,145,379	(17) %
151 FIRST 5 FUTURE INITIATIVE	0	222,075	168,969	(24) %
152 IN HOME SUPP SVCS-PUBLIC AUTH	2,653,220	2,665,402	2,984,293	12 %
153 FIRST 5 SOLANO	7,012,849	14,720,866	6,440,239	(56) %
215 RECORDER SPECIAL REVENUE	406,050	7,615,312	7,442,212	(2) %
228 LIBRARY - FRIENDS & FOUNDATION	80,263	232,784	231,184	(1) %
233 DISTRICT ATTORNEY SPECIAL REV	642,513	1,849,628	2,330,617	26 %
238 SE VALLEJO REDEVELOPMENT SETT	0	1,040	0	(100) %
239 TOBACCO SETTLEMENT	493,750	124,414	0	(100) %
241 CIVIL PROCESSING FEES	231,407	724,906	768,621	6 %
253 SHERIFF'S ASSET SEIZURE	801	183,394	176,445	(4) %
256 SHERIFF OES	1,710,824	1,373,114	1,914,215	39 %
263 CJ TEMP CONSTRUCTION	237,263	776,746	576,006	(26) %
264 CRTHSE TEMP CONST	407,204	1,073,486	874,119	(19) %
278 PUBLIC WORKS IMPROVEMENT	60,932	115,198	108,898	(5) %
281 SURVEY MONUMENT PRESERVATION	555	34,733	50,933	47 %
282 COUNTY DISASTER	0	151,619	0	(100) %
296 PUBLIC FACILITIES FEES	3,748,141	4,624,251	5,672,127	23 %
301 GEN SVCS SPECIAL REVENUE	6,080	4,297	2,521	(41) %
325 SHERIFF'S OFFICE GRANTS	381,924	147,795	30,856	(79) %
326 SHERIFF - SPECIAL REVENUE	736,617	1,142,683	872,180	(24) %
340 LOCAL LAW ENFORCE BLOCK GRANT	870	192	0	(100) %
369 CHILD SUPPORT SERVICES	11,989,429	12,445,068	12,740,887	2 %
390 TOBACCO PREVENTION & EDUCATION	163,588	357,663	284,311	(21) %
900 PUBLIC SAFETY	132,117,792	145,572,118	155,523,931	7 %
901 C M F CASES	250,674	249,939	246,554	(1) %
902 HEALTH & SOCIAL SERVICES	250,756,371	270,263,304	284,557,017	5 %
903 WORKFORCE INVESTMENT BOARD	4,930,992	4,846,828	4,255,561	(12) %
905 COUNTY LOCAL REVENUE FUND 2011	282,252	317,684	284,211	(11) %
906 MHSA	0	0	16,923,691	N/A %
006 CAPITAL OUTLAY	9,500,782	67,285,000	13,398,713	(80) %

State of California Schedule 7
Summary of Financing Uses by Function and Fund

DESCRIPTION	FY2011/12 ACTUAL	FY2012/13 ADOPTED BUDGET	FY2013/14 RECOMMENDED	PERCENT CHANGE
106 PUBLIC ARTS PROJECTS	57,272	14,498	38,207	164 %
107 FAIRGROUNDS DEVELOPMENT PROJ	1,177,129	913,318	524,953	(43) %
249 HSS CAPITAL PROJECTS	13,957,251	529,538	299,178	(44) %
306 PENSION DEBT SERVICE	12,422,554	9,842,084	10,951,830	11 %
332 GOVERNMENT CENTER DEBT SERVICE	7,973,124	10,760,862	7,910,996	(26) %
334 H&SS SPH ADMIN/REFINANCE	2,564,306	2,518,168	2,515,823	(0) %
336 2013 COP ANIMAL CARE PROJECT	0	0	462,183	N/A %
TOTAL FINANCING USES	679,004,404	844,735,748	817,735,009	(3) %

**State of California Schedule 8
Detail of Financing Uses by Function, Activity and Budget Unit**

**COUNTY OF SOLANO
SCHEDULE 8
DETAIL OF FINANCING USES BY FUNCTION, ACTIVITY AND BUDGET UNIT
GOVERNMENTAL FUNDS
FY2013/14**

FUNCTION, ACTIVITY AND BUDGET UNIT	2011/12 ACTUALS	2012/13 ADOPTED	2013/14 RECOMMENDED	PERCENT CHANGE
General Government				
Legislative & Admin				
1001 BOS-DISTRICT 1	333,763	323,382	320,826	(1%)
1002 BOS-DISTRICT 2	322,039	312,708	322,006	3%
1003 BOS-DISTRICT 3	327,482	316,014	331,733	5%
1004 BOS-DISTRICT 4	327,017	330,408	341,329	3%
1005 BOS-DISTRICT 5	297,709	292,283	297,398	2%
1008 BOS-ADMINISTRATION	118,053	135,038	172,761	28%
1100 ADMINISTRATION	2,964,001	3,142,229	3,293,809	5%
1101 GENERAL REVENUE	456,918	410,000	410,000	0%
1103 EMPLOYEE DEVELOP & RECOGNITION	378,616	442,259	460,740	4%
1450 DELTA WATER ACTIVITIES	224,890	305,593	491,250	61%
Total Legislative & Admin	5,750,490	6,009,914	6,441,852	7%
Finance				
1150 ASSESSOR	5,543,985	6,342,745	6,382,079	1%
1200 AUDITOR-CONTROLLER	3,839,103	4,051,892	4,245,082	5%
1300 TAX COLLECTOR/COUNTY CLERK	1,911,382	1,926,196	2,192,734	14%
1350 TREASURER	923,822	1,004,930	1,000,275	(0%)
Total Finance	12,218,291	13,325,763	13,820,170	4%
Counsel				
1400 COUNTY COUNSEL	3,260,595	3,279,910	3,383,746	3%
Total Counsel	3,260,595	3,279,910	3,383,746	3%
Personnel				
1500 HUMAN RESOURCES	2,636,054	2,809,359	2,711,055	(3%)
Total Personnel	2,636,054	2,809,359	2,711,055	(3%)
Elections				
1550 REGISTRAR OF VOTERS	3,382,182	3,630,630	3,637,759	0%
Total Elections	3,382,182	3,630,630	3,637,759	0%

State of California Schedule 8
Detail of Financing Uses by Function, Activity and Budget Unit

FUNCTION, ACTIVITY AND BUDGET UNIT	2011/12 ACTUALS	2012/13 ADOPTED	2013/14 RECOMMENDED	PERCENT CHANGE
Property Management				
1642 REAL ESTATE SERVICES	225,316	221,704	233,205	5%
3001 GEN SVCS SPECIAL REVENUE FUND	6,080	4,297	2,521	(41%)
Total Property Management	231,396	226,001	235,726	4%
Plant Acquisition				
1700 CAPITAL PROJECTS	9,500,782	66,103,871	11,703,026	(82%)
1630 PUBLIC ART	57,272	8,858	15,617	76%
1815 FAIRGROUNDS DEVELOPMENT PROJ	1,177,129	913,318	524,953	(43%)
2490 HSS CAPITAL PROJECTS	13,957,251	395,093	130,854	(67%)
1760 PUBLIC FACILITIES FEES	3,748,141	2,512,395	2,495,440	(1%)
Total Plant Acquisition	28,440,574	69,933,535	14,869,890	(79%)
Promotion				
1750 PROMOTION	105,584	165,521	496,083	200%
Total Promotion	105,584	165,521	496,083	200%
Other General				
1117 GENERAL SERVICES	13,548,054	14,014,663	14,676,707	5%
1903 GENERAL EXPENDITURES	112,912,384	129,782,744	126,262,216	(3%)
1904 SURVEYOR/ENGINEER	52,211	38,000	50,179	32%
1905 A87 - OFFSET	(2,461,737)	(2,270,554)	(1,579,334)	(30%)
1906 GENERAL FUND-OTHER	2,657,810	2,821,186	2,833,413	0%
1950 SURVEY MONUMENT	555	20,000	10,524	(47%)
Total Other General	126,709,276	144,406,039	142,253,705	(1%)
Total General Government	182,734,443	243,786,672	187,849,986	(23%)
Public Protection				
Plant Acquisition				
Total Plant Acquisition	0	0	0	0%
Judicial				
2400 GRAND JURY	142,201	99,169	112,981	14%
4100 DA SPECIAL REVENUE	642,513	684,299	782,844	14%
2480 DEPT OF CHILD SUPPORT SERVICES	11,989,429	12,445,068	12,740,887	2%
6500 DISTRICT ATTORNEY	17,368,108	18,057,394	18,865,728	4%
6530 PUBLIC DEFENDER	9,199,899	9,904,276	10,405,139	5%
6540 CONFLICT PUBLIC DEFENDER	2,849,317	2,986,269	3,167,606	6%
6730 OTHER PUBLIC DEFENSE	1,777,065	2,600,000	2,247,367	(14%)
6800 C M F CASES	250,674	249,939	246,554	(1%)
Total Judicial	44,219,206	47,026,414	48,569,106	3%

State of California Schedule 8
Detail of Financing Uses by Function, Activity and Budget Unit

FUNCTION, ACTIVITY AND BUDGET UNIT	2011/12 ACTUALS	2012/13 ADOPTED	2013/14 RECOMMENDED	PERCENT CHANGE
Police Protection				
4110 CIVIL PROCESSING FEES	231,407	246,484	261,185	6%
4120 SHERIFF ASSET SEIZURE	801	449	2,818	528%
2550 EMPG GRANTS	201,834	0	0	0%
2560 SHERIFF OES	75,988	305,000	1,199,162	293%
2570 VALERO SETTLEMENT-SCRIP	156,901	153,475	155,272	1%
2590 HOMELAND SECURITY GRANT	1,276,102	529,568	404,982	(24%)
3250 SHERIFF'S OFFICE GRANTS	381,924	147,795	30,856	(79%)
4050 SHERIFF SPECIAL REVENUE	736,617	875,537	549,796	(37%)
3440 LLEBG	870	192	0	(100%)
6550 SHERIFF	72,366,464	80,412,657	86,120,250	7%
Total Police Protection	75,428,907	82,671,157	88,724,321	7%
Detention & Correct				
8035 JH REC HALL - WARD WELFARE	14,280	15,000	15,422	3%
4130 CJ FAC TEMP CONST FUND	237,263	23,263	0	(100%)
4140 CRTHSE TEMP CONST FUND	407,204	400,250	398,979	(0%)
6650 PROBATION	28,556,938	31,611,522	34,717,841	10%
6901 ADMINISTRATION	282,252	317,684	284,211	(11%)
Total Detention & Correct	29,497,937	32,367,719	35,416,453	9%
Protection & Inspect				
2830 AGRICULTURAL COMMISSIONER	2,554,752	2,655,132	2,766,548	4%
2850 ANIMAL CARE SERVICES	2,328,841	2,906,750	2,470,142	(15%)
Total Protection & Inspect	4,883,592	5,561,882	5,236,690	(6%)
Other Protection				
2909 RECORDER	1,570,559	1,585,754	1,589,836	0%
2910 RESOURCE MANAGEMENT	9,550,541	9,828,787	8,796,952	(10%)
5500 OFFICE OF FAMILY VIOLENCE PREV	765,073	859,778	877,248	2%
2950 FISH & WILDLIFE PROPAGATION	284,281	234,327	22,527	(90%)
8215 CDBG 99	80	0	0	0%
8216 CDBG 2000	96	0	0	0%
8217 2010 HOME	7,490	69,220	225,000	225%
2110 MICRO-ENTERPRISE BUSINESS ACCT	105,632	0	300,255	N/A
8220 HOMEACRES LOAN PROGRAM	831	912	1,075	18%
1510 HOUSING & URBAN DEVELOPMENT	2,640,706	3,770,967	3,145,379	(17%)
4000 RECORDER SPECIAL REVENUE	406,051	965,328	900,518	(7%)
2380 SE VALLEJO REDEVELOPMENT SETT	0	1,040	0	(100%)
Total Other Protection	15,331,340	17,316,113	15,858,790	(8%)
Total Public Protection	169,360,982	184,943,285	193,805,360	5%

State of California Schedule 8
Detail of Financing Uses by Function, Activity and Budget Unit

FUNCTION, ACTIVITY AND BUDGET UNIT	2011/12 ACTUALS	2012/13 ADOPTED	2013/14 RECOMMENDED	PERCENT CHANGE
Public Ways & Fac				
Public Ways				
3010 TRANSPORTATION DEPARTMENT	18,060,081	22,685,627	24,241,364	7%
3030 REGIONAL TRANSPORTATION PROJ	78,669	140,000	34,000	(76%)
3020 PUBLIC WORKS IMPROVEMENT	60,932	58,600	1,000	(98%)
Total Public Ways	18,199,682	22,884,227	24,276,364	6%
Total Public Ways & Fac	18,199,682	22,884,227	24,276,364	6%
Health & Sanitation				
Health				
1520 IN HOME SUPP SVCS-PUBLIC AUTH	2,653,220	2,665,402	2,984,293	12%
1530 FIRST 5 SOLANO	7,012,849	6,047,194	6,440,239	6%
2390 TOBACCO SETTLEMENT	493,750	124,414	0	(100%)
7950 TOBACCO PREVENTION & EDUCATION	163,588	290,720	217,368	(25%)
7690 IN-HOME SUPPORTIVE SERVICES PA	566,011	551,661	697,834	26%
7780 BEHAVIORAL HEALTH	60,670,994	58,476,728	65,621,232	12%
7880 HEALTH SERVICES	47,614,691	60,715,904	62,168,206	2%
9600 MHSA	0	0	16,923,691	N/A
Total Health	119,175,102	128,872,023	155,052,863	20%
Total Health & Sanitation	119,175,102	128,872,023	155,052,863	20%
Public Assistance				
Administration				
1570 GRANTS/PROGRAMS ADMIN	0	222,075	168,969	(24%)
7501 ADMINISTRATION DIVISION	5,228,425	6,407,653	5,562,156	(13%)
7680 SOCIAL SERVICES DEPARTMENT	76,543,918	83,734,364	90,470,721	8%
7900 ASSISTANCE PROGRAMS	60,132,333	60,376,994	60,036,868	(1%)
Total Administration	141,904,676	150,741,086	156,238,714	4%
General Relief				
5460 IND BURIAL VETS CEM CARE	20,510	22,500	23,036	2%
Total General Relief	20,510	22,500	23,036	2%
Veterans' Services				
5800 VETERANS SERVICE	573,350	463,316	459,161	(1%)
Total Veterans' Services	573,350	463,316	459,161	(1%)

State of California Schedule 8
Detail of Financing Uses by Function, Activity and Budget Unit

FUNCTION, ACTIVITY AND BUDGET UNIT	2011/12 ACTUALS	2012/13 ADOPTED	2013/14 RECOMMENDED	PERCENT CHANGE
Other Assistance				
5908 COUNTY DISASTER	0	151,619	0	(100%)
7200 WORKFORCE INVESTMENT BOARD	4,930,992	4,846,828	4,255,561	(12%)
Total Other Assistance	4,930,992	4,998,447	4,255,561	(15%)
Total Public Assistance	147,429,527	156,225,349	160,976,472	3%
Education				
Library Services				
6300 LIBRARY	16,353,659	17,755,959	17,141,994	(3%)
6150 LIBRARY ZONE 1	895,734	891,395	1,376,401	54%
6180 LIBRARY ZONE 2	29,411	29,462	47,823	62%
6166 LIBRARY ZONE 6	13,994	14,029	19,057	36%
6167 LIBRARY ZONE 7	309,993	308,261	377,047	22%
2280 LIBRARY - FRIENDS & FOUNDATION	80,263	122,100	120,500	(1%)
Total Library Services	17,683,053	19,121,206	19,082,822	(0%)
Agricultural Education				
6200 COOPERATIVE EXT SVCE	242,776	226,847	220,054	(3%)
Total Agricultural Education	242,776	226,847	220,054	(3%)
Total Education	17,925,829	19,348,053	19,302,876	(0%)
Rec & Cultural Services				
Recreation Facility				
7000 PARKS & RECREATION	1,218,851	1,391,544	1,250,292	(10%)
Total Recreation Facility	1,218,851	1,391,544	1,250,292	(10%)
Total Rec & Cultural Services	1,218,851	1,391,544	1,250,292	(10%)
Debt Service				
Retire-Long Term Debt				
8006 PENSION DEBT SERVICE	12,422,554	9,842,084	10,951,830	11%
8032 2002 CERTIFICATES OF PARTICIPA	3,155,697	3,142,600	0	(100%)
8037 2007 CERTIFICATES OF PARTICIPA	4,817,427	4,818,262	7,910,996	64%
8034 HSS ADMIN/REFINANCE SPHF	2,564,306	2,518,168	2,515,823	(0%)
8036 2013 COP ANIMAL CARE PROJECT	0	0	462,183	N/A
Total Retire-Long Term Debt	22,959,984	20,321,114	21,840,832	7%
Total Debt Service	22,959,984	20,321,114	21,840,832	7%
GRAND TOTAL FINANCING USES BY FUNCTION	679,004,401	777,772,267	764,355,045	(2%)

State of California
General Fund Financing Sources and Uses

COUNTY OF SOLANO
STATE OF CALIFORNIA
GENERAL FUND FINANCING SOURCES AND USES
FY2013/14

FINANCING SOURCES AND USES CLASSIFICATIONS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED BUDGET	DIFFERENCE	PERCENTAGE CHANGE
FINANCING SOURCES				
Taxes	102,250,000	119,561,000	17,311,000	16.9%
Licenses, Permits & Franchise	5,719,448	5,491,709	(227,739)	(4.0%)
Fines, Forfeitures, & Penalty	1,599,500	1,359,500	(240,000)	(15.0%)
Revenue From Use of Money/Prop	1,213,563	1,172,294	(41,269)	(3.4%)
Intergovernmental Rev State	3,984,050	3,872,330	(111,720)	(2.8%)
Intergovernmental Rev Federal	301,591	634,959	333,368	110.5%
Intergovernmental Rev Other	17,019,805	2,066,048	(14,953,757)	(87.9%)
Charges For Services	32,150,863	33,045,238	894,375	2.8%
Misc Revenue	8,974,997	8,805,334	(169,663)	(1.9%)
Other Financing Sources	231,869	90,094	(141,775)	(61.1%)
From Reserve	3,600,000	3,227,686	(372,314)	(10.3%)
TOTAL FINANCING SOURCES	\$177,045,686	\$ 179,326,192	\$ 2,280,506	1.3%
FINANCING USES				
Salaries and Employee Benefits	37,691,522	38,731,904	1,040,382	2.8%
Services and Supplies	20,618,282	20,884,511	266,229	1.3%
Other Charges	12,204,988	11,252,917	(952,071)	(7.8%)
F/A Equipment	63,540	19,368	(44,172)	(69.5%)
F/A - INTANGIBLES	0	75,000	75,000	0.0%
Other Financing Uses	121,898,541	119,319,309	(2,579,232)	(2.1%)
Contingencies and Reserves	29,188,401	28,901,715	(286,686)	(1.0%)
TOTAL FINANCING USES	\$221,665,274	\$ 219,184,724	\$ (2,480,550)	(1.1%)
NET COUNTY COST	\$ 44,619,588	\$ 39,858,532	\$ (4,761,056)	(10.7%)

**State of California
Governmental Funds Financing Sources and Uses**

**COUNTY OF SOLANO
STATE OF CALIFORNIA
GOVERNMENTAL FUNDS FINANCING SOURCES AND USES
FY2013/14**

FINANCING SOURCES AND USES CLASSIFICATIONS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED BUDGET	DIFFERENCE	PERCENTAGE CHANGE
FINANCING SOURCES				
Taxes	114,388,533	133,860,364	19,471,831	17.0%
Licenses, Permits & Franchise	6,091,124	5,880,359	(210,765)	(3.5%)
Fines, Forfeitures, & Penalty	3,861,884	3,025,645	(836,239)	(21.7%)
Revenue From Use of Money/Prop	1,817,303	1,826,430	9,127	0.5%
Intergovernmental Rev State	201,655,453	219,512,801	17,857,348	8.9%
Intergovernmental Rev Federal	168,560,415	113,333,705	(55,226,710)	(32.8%)
Intergovernmental Rev Other	19,613,355	4,614,821	(14,998,534)	(76.5%)
Charges For Services	85,503,599	84,324,616	(1,178,983)	(1.4%)
Misc Revenue	13,648,154	13,280,690	(367,464)	(2.7%)
Other Financing Sources	49,154,299	49,585,090	430,791	0.9%
General Fund Contribution	108,904,009	128,015,701	19,111,692	17.5%
From Reserve	5,201,131	8,934,305	3,733,174	71.8%
TOTAL FINANCING SOURCES	\$ 778,399,259	\$ 766,194,527	\$ (12,204,732)	(1.6%)
FINANCING USES				
Salaries and Employee Benefits	278,892,363	298,000,160	19,107,797	6.9%
Services and Supplies	103,490,488	101,112,485	(2,378,003)	(2.3%)
Other Charges	176,926,401	183,948,761	7,022,360	4.0%
F/A Land	113,000	105,000	(8,000)	(7.1%)
F/A Bldgs and Imprmts	74,716,834	21,447,908	(53,268,926)	(71.3%)
F/A Equipment	1,424,207	2,011,246	587,039	41.2%
F/A - INTANGIBLES	163,673	523,597	359,924	219.9%
Other Financing Uses	142,045,300	157,205,888	15,160,588	10.7%
Intra-Fund Transfers	1	0	(1)	(100.0%)
Contingencies and Reserves	66,963,481	53,379,964	(13,583,517)	(20.3%)
TOTAL FINANCING USES	\$ 844,735,748	\$ 817,735,009	\$ (27,000,739)	(3.2%)
NET COUNTY COST	\$ 66,336,489	\$ 51,540,482	\$ (14,796,007)	(22.3%)

COUNTY OF SOLANO
OPERATING TRANSFERS OUT/IN
FY2013/14
RECOMMENDED BUDGET

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
001 - GENERAL FUND		
1001 - BOS-DISTRICT 1	9,299	0
1002 - BOS-DISTRICT 2	9,299	0
1003 - BOS-DISTRICT 3	9,892	0
1004 - BOS-DISTRICT 4	9,572	0
1005 - BOS-DISTRICT 5	3,833	0
1100 - ADMINISTRATION	101,430	0
1103 - EMPLOYEE DEVELOP & RECOGNITION	8,801	0
1117 - GENERAL SERVICES	286,072	0
1150 - ASSESSOR	144,201	0
1200 - AUDITOR-CONTROLLER	141,524	0
1300 - TAX COLLECTOR/COUNTY CLERK	37,890	0
1350 - TREASURER	15,518	0
1400 - COUNTY COUNSEL	123,687	0
1450 - DELTA WATER ACTIVITIES	5,085	0
1500 - HUMAN RESOURCES	77,255	0
1550 - REGISTRAR OF VOTERS	39,663	0
1642 - REAL ESTATE SERVICES	5,511	0
1903 - GENERAL EXPENDITURES	115,038,477	0
1906 - GENERAL FUND-OTHER	2,833,413	0
2830 - AGRICULTURAL COMMISSIONER	74,179	0
2850 - ANIMAL CARE SERVICES	53,049	0
2909 - RECORDER	40,843	0
2910 - RESOURCE MANAGEMENT	214,612	0
5500 - OFFICE OF FAMILY VIOLENCE PREV	16,644	0
5800 - VETERANS SERVICE	13,616	0
6200 - COOPERATIVE EXT SVCE	5,944	0
FUND TOTAL	119,319,309	0
004 - COUNTY LIBRARY		
6300 - LIBRARY	895,907	2,776,278
FUND TOTAL	895,907	2,776,278
006 - CAPITAL OUTLAY		
1700 - CAPITAL PROJECTS	1,000,000	2,777,686
FUND TOTAL	1,000,000	2,777,686
016 - PARKS AND RECREATION		
7000 - PARKS & RECREATION	19,781	122,778
FUND TOTAL	19,781	122,778
031 - FOUTS SPRINGS YOUTH FACILITY		
2801 - FOUTS SPRINGS RANCH	2,768	186,669
FUND TOTAL	2,768	186,669

County of Solano
Operating Transfers Out/In

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
034 - FLEET MANAGEMENT		
3100 - FLEET MANAGEMENT	385,656	0
FUND TOTAL	385,656	0
036 - LIBRARY ZONE 1		
6150 - LIBRARY ZONE 1	1,353,927	0
FUND TOTAL	1,353,927	0
037 - LIBRARY ZONE 2		
6180 - LIBRARY ZONE 2	46,800	0
FUND TOTAL	46,800	0
047 - AIRPORT ENTERPRISE		
9000 - AIRPORT	12,845	0
FUND TOTAL	12,845	0
060 - RISK MANAGEMENT		
1830 - RISK MANAGEMENT	36,259	0
FUND TOTAL	36,259	0
066 - LIBRARY ZONE 6		
6166 - LIBRARY ZONE 6	18,476	0
FUND TOTAL	18,476	0
067 - LIBRARY ZONE 7		
6167 - LIBRARY ZONE 7	367,926	0
FUND TOTAL	367,926	0
101 - ROAD		
3010 - TRANSPORTATION DEPARTMENT	410,662	0
FUND TOTAL	410,662	0
151 - FIRST 5 FUTURE INITIATIVE		
1570 - GRANTS/PROGRAMS ADMIN	0	152,637
FUND TOTAL	0	152,637
152 - IN HOME SUPP SVCS-PUBLIC AUTH		
1520 - IN HOME SUPP SVCS-PUBLIC AUTH	697,834	553,541
FUND TOTAL	697,834	553,541
153 - FIRST 5 SOLANO		
1530 - FIRST 5 SOLANO	35,726	0
FUND TOTAL	35,726	0
215 - RECORDER SPECIAL REVENUE		
4000 - RECORDER SPECIAL REVENUE	203,881	0
FUND TOTAL	203,881	0

County of Solano
Operating Transfers Out/In

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
233 - DISTRICT ATTORNEY SPECIAL REV		
4100 - DA SPECIAL REVENUE	737,282	0
FUND TOTAL	737,282	0
241 - CIVIL PROCESSING FEES		
4110 - CIVIL PROCESSING FEES	261,185	0
FUND TOTAL	261,185	0
249 - HSS CAPITAL PROJECTS		
2490 - HSS CAPITAL PROJECTS	0	100,000
FUND TOTAL	0	100,000
256 - SHERIFF OES		
2570 - VALERO SETTLEMENT-SCRIP	155,272	0
FUND TOTAL	155,272	0
264 - CRTHSE TEMP CONST		
4140 - CRTHSE TEMP CONST FUND	397,963	0
FUND TOTAL	397,963	0
296 - PUBLIC FACILITIES FEES		
1760 - PUBLIC FACILITIES FEES	2,210,566	0
FUND TOTAL	2,210,566	0
306 - PENSION DEBT SERVICE		
8006 - PENSION DEBT SERVICE	0	11,717,278
FUND TOTAL	0	11,717,278
326 - SHERIFF - SPECIAL REVENUE		
4050 - SHERIFF SPECIAL REVENUE	396,698	0
FUND TOTAL	396,698	0
332 - GOVERNMENT CENTER DEBT SERVICE		
8037 - 2007 CERTIFICATES OF PARTICIPA	0	6,276,903
FUND TOTAL	0	6,276,903
334 - H&SS SPH ADMIN/REFINANCE		
8034 - HSS ADMIN/REFINANCE SPHF	0	2,492,289
FUND TOTAL	0	2,492,289
336 - 2013 COP ANIMAL CARE PROJECT		
8036 - 2013 COP ANIMAL CARE PROJECT	0	44,970
FUND TOTAL	0	44,970
369 - CHILD SUPPORT SERVICES		
2480 - DEPT OF CHILD SUPPORT SERVICES	388,091	0
FUND TOTAL	388,091	0

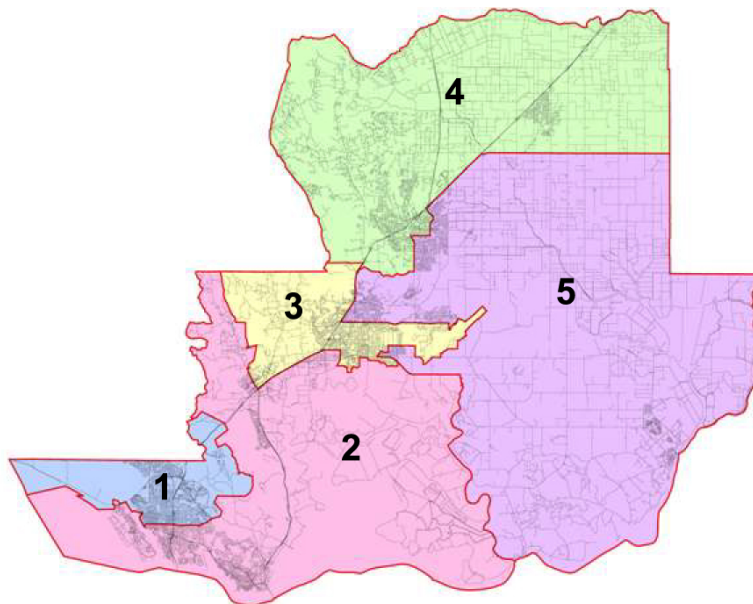
County of Solano
Operating Transfers Out/In

FUND AND DEPARTMENT	OPERATING TRANSFERS OUT	OPERATING TRANSFERS IN
370 - DEPARTMENT OF INFO TECHNOLOGY		
1870 - DEPARTMENT OF INFO TECHNOLOGY	221,226	0
FUND TOTAL	221,226	0
390 - TOBACCO PREVENTION & EDUCATION		
7950 - TOBACCO PREVENTION & EDUCATION	135,633	0
FUND TOTAL	135,633	0
900 - PUBLIC SAFETY		
6500 - DISTRICT ATTORNEY	604,696	10,643,693
6530 - PUBLIC DEFENDER	331,929	9,516,295
6540 - CONFLICT PUBLIC DEFENDER	103,965	3,040,705
6550 - SHERIFF	2,201,836	45,345,329
6650 - PROBATION	944,324	19,737,010
6730 - OTHER PUBLIC DEFENSE	0	2,247,367
FUND TOTAL	4,186,750	90,530,399
902 - HEALTH & SOCIAL SERVICES		
7501 - ADMINISTRATION DIVISION	2,178,529	3,146,222
7680 - SOCIAL SERVICES DEPARTMENT	2,447,352	5,168,557
7690 - IN-HOME SUPPORTIVE SERVICES PA	21,923	697,834
7780 - BEHAVIORAL HEALTH	878,979	19,743,856
7880 - HEALTH SERVICES	1,515,745	2,609,339
7900 - ASSISTANCE PROGRAMS	0	8,767,405
FUND TOTAL	7,042,528	40,133,213
906 - MHSA		
9600 - MHSA	16,923,691	0
FUND TOTAL	16,923,691	0
TOTAL	\$ 157,864,642	\$ 157,864,641

Board of Supervisors



County of Solano



1000 – Fund 001-Board of Supervisors

Linda J. Seifert, Chair
Legislative & Administration

STATEMENT OF PURPOSE

Solano County is a political subdivision of the State of California, established pursuant to Article XI of the State Constitution and vested with the powers necessary to provide for the health and welfare of the people within its borders.

The Board of Supervisors (Board) serves as the County's Governing Body and sets policies for County Government, subject to changing demands and expectations.

The Board approves and sets priorities for a yearly balanced budget for all operations of County government, including general government, public protection, public assistance, health and sanitation, as well as education and recreation. To provide these service needs, the County's budget is linked to the State and Federal budgets as well as the nation's economy.

Since the Fall of 2008, the Board's primary focus has been planning to meet the County's operational requirements with a declining, but still balanced budget. In FY2013/14, the Board will continue to address many challenges, working to manage persistent operational funding deficits lingering from the Great Recession, while providing for essential services and operational needs of the citizens of the county. The Supervisors are committed to remaining fiscally prudent while working to develop policies and programs that will help to restore the Solano economy.

The Board's responsibilities include:

- Approve a balanced County budget for all operations of County government, including general government, public protection, public assistance, health and sanitation, and education and recreation.
- Enact ordinances and resolutions which may apply to the entire county or only to unincorporated areas (not under the jurisdiction of a city or town).
- Determine land use zoning and policy for the unincorporated area of the county through the preparation and implementation of a voter-approved General Plan and enabling ordinances.
- Establish salary and benefits for employees.
- Approve additions/deletions to the County's position allocation list.
- Direct and control litigation.
- Approve contracts and appropriate funds.
- Acquire and sell property.
- Act as the final arbiter of decisions made by commissions and committees appointed by and serving the Board.
- Represent the County on other county, regional and state boards and commissions.

Budget Summary:	
FY2012/13 Third Quarter Projection:	340,140
FY2013/14 Recommended:	320,826
County General Fund Contribution:	320,826
Percent County General Fund Supported:	100%
Total Employees (FTEs):	2.0

FUNCTION AND RESPONSIBILITIES

The District 1 Supervisor represents citizens residing within the northern half of the City of Vallejo, and maintains an office at the County Government Center at 675 Texas Street in Fairfield, and holds office hours at various locations in the City of Vallejo. The District 1 Supervisor’s Office budget provides for the expenditures of the elected Supervisor and one staff member.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Supervisor Hannigan assumed office in January 2013. She represents the Board on over 15 county, regional and state boards and commissions as a member or an alternate; including the Association of Bay Area Governments and its Hazardous Waste Management Facility Allocation Committee as well as its Regional Planning Committee, the California State Association of Counties (alternate), the Solano County Blue Ribbon Commission on Children in Foster Care, the Local Mental Health Advisory Board, the Solano Transportation Authority (alternate), the Solano County Water Agency Board, the Napa Valley Vine Trail, the Tri-City & County Cooperative Planning Group, as a Trustee to the Vallejo Sanitation & Flood Control District and as a member of the Board’s Legislation Committee.

Goals and Objectives

- Work to strengthen relations and communications between the County and the City of Vallejo.
- Engage residents of District One in the operations of the County.
- Invigorate all of Solano County in advancing the County’s mission, vision, core values and goals.
- Lead collaboratively and energetically with each member of the Board of Supervisor’s.

DEPARTMENTAL BUDGET SUMMARY

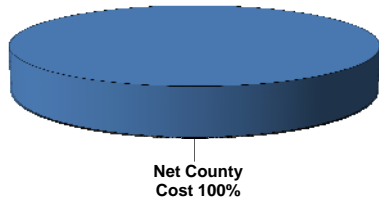
The Recommended Budget represents a slight decrease of \$2,556, or 0.8%, in appropriations when compared to the FY2012/13 Adopted Budget. The overall decrease is the net result of a \$20,128, or 8.2% decrease in salaries and benefits due to lower benefits for the new Supervisor and her aide in comparison to the previous incumbent due to the statewide pension reforms and changes in the County’s benefits package; this decrease is offset by an increase in services and supplies of \$13,964 or 56.1% due to an increase in insurance costs, education and travel expenses, and the request for a replacement computer and related software. In addition, countywide administrative overhead increased \$4,277 or 10.2%. Overall, the First District’s Net County Cost is decreased by \$2,556.

DEPARTMENT COMMENTS

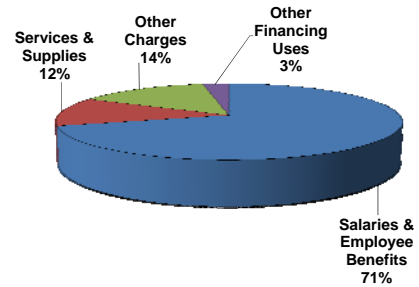
As the Solano County District 1 Supervisor, Erin Hannigan brings her experience of balancing budgets, improving the quality of life and protecting the environment. As a mother, Erin understands the importance of the health and well-being of the family. She is seeking solutions to connecting essential services to those in our communities who need them the most.

Erin Hannigan
Legislative & Administration

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
Salaries and Employee Benefits	249,674	246,499	226,371	(20,128)	(8.2%)
Services and Supplies	27,461	24,897	38,861	13,964	56.1%
Other Charges	45,669	42,018	46,295	4,277	10.2%
Other Financing Uses	10,887	9,872	9,299	(573)	(5.8%)
Intra-Fund Transfers	72	96	0	(96)	(100.0%)
TOTAL APPROPRIATIONS	333,763	323,382	320,826	(2,556)	(0.8%)
NET COUNTY COST	333,763	323,382	320,826	(2,556)	(0.8%)

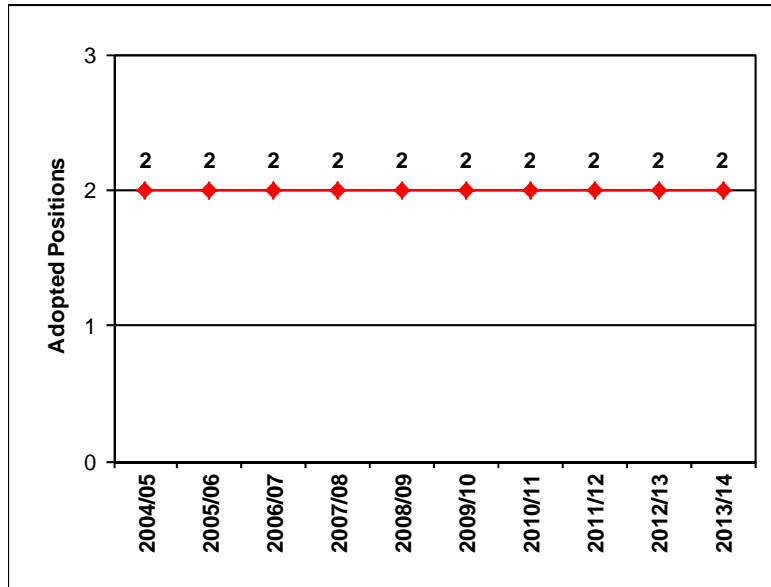
SUMMARY OF SIGNIFICANT ADJUSTMENTS

In order to improve the operations of the office, the Department is requesting a replacement computer that no longer meets the County's minimum standards.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The FY2013/14 Budget for Supervisorial District 1 includes \$2,500 in proposed funding for contributions to non-County agencies. The CAO recommends the Board consider affirming a funding level for FY2013/14 for contributions to non-County agencies.

Linda J. Seifert
 Legislative & Administration

Budget Summary:	
FY2012/13 Third Quarter Projection:	306,895
FY2013/14 Recommended:	322,006
County General Fund Contribution:	322,006
Percent County General Fund Supported:	100%
Total Employees (FTEs):	2.0

FUNCTION AND RESPONSIBILITIES

The District 2 Supervisor represents citizens residing within the City of Benicia, a portion of the cities of Vallejo and Fairfield, the unincorporated areas of Homeacres, Cordelia and Green Valley, and the Suisun Marsh. The District maintains an office at the County Government Center at 675 Texas Street in Fairfield and schedules special office hours in Vallejo and Benicia. The District 2 Supervisor’s Office budget provides for the expenditures of the elected Supervisor and two half-time staff positions.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Supervisor Seifert assumed office January 2013, commencing her second term as a Board member. She represented the Board of Supervisors [Chair] on over 20 County and regional boards and commissions, including the California State Association of Counties (CSAC), CSAC Agriculture and National Resources Committee [Vice Chair], First 5 Solano [Chair], Yolo-Solano Air Quality Management District [Immediate Past Chair], Local Agency Formation Commission (LAFCo), Solano Land Trust [Vice Chair], Association of Bay Area Governments, and the Solid Waste Independent Hearing Panel [Chair].

Supervisor Seifert’s priorities include:

- Serving district constituents by investigating and responding to their concerns concerning the county, meeting with them on request and reaching out to them through community meetings and forums.
- Supporting and initiating efforts that will enhance the lives of the residents of Solano County through collaboration with county stakeholders, state and federal legislators, business community, active military and veteran’s community, non-profit organizations, and the faith community.

Several FY2012/13 highlights include:

- Served as Chair of the Board and represented the Board of Supervisors in the community.
- Undertook an active role in the Rockville Trails Capital Campaign, leading to the purchase of 1,500 acres of open space at the cost of \$13.5 million. In FY2013/14, Rockville Trails will become the greater Bay Area’s newest natural park.
- Supported renovations at the Benicia, Suisun, and Vallejo Veterans’ halls.
- Worked on special events sponsored by the County, including an annual booth at the Solano County Fair Ag Day, which introduced over 3000 third graders countywide to the County’s number on industry-- Agriculture.
- Established a bi-monthly newsletter and a monthly cable channel program (called “Inside Solano”) to keep citizens informed of current issues and County services. The program runs twice weekly on VCAT Cable Television.
- During budget hearings, advocated for cost-saving measures that would preserve jobs and services for county residents, while reducing the County’s budget structural deficit.
- Continued to support efforts for dismantling ships at the Mare Island Shipyard in Vallejo, address the environmental impacts of transporting ships from the Suisun Bay Reserve Fleet to other parts of the country, and to include Benicia and Vallejo waterfronts in a Delta National Heritage Area.
- Worked with local legislators, the City of Benicia and interested citizens to secure retention of State parks located in the district.

- Lobbied and testified before the State Legislature against proposals which would 1) allow the importation of trash into Solano County and 2) impose new fees by CalFire on hillside homes.
- Traveled to Washington DC to lobby for programs that will improve lives in Solano County. Visited the Air Force leadership at the Pentagon while there.
- Supported the opening of the Family Justice Center.
- Reduced departmental budget by \$28,599, or 8%, in FY2012/13.

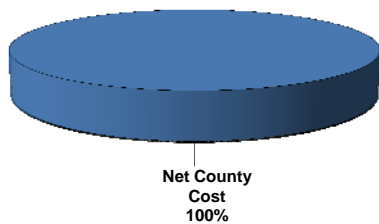
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an overall increase in appropriations of \$9,298 or 3% when compared to the FY2012/13 Adopted Budget due to a small increase in salary and benefits costs, and increases in County insurance charges, and administrative overhead costs. The Second District’s budget also includes replacement of a computer that no longer meets the County’s standards.

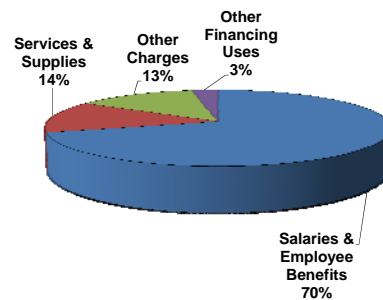
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
Salaries and Employee Benefits	229,938	225,658	226,754	1,096	0.5%
Services and Supplies	33,444	37,756	43,698	5,942	15.7%
Other Charges	51,104	39,917	42,255	2,338	5.9%
Other Financing Uses	10,170	9,377	9,299	(78)	(0.8%)
Intra-Fund Transfers	(2,618)	0	0	0	0.0%
TOTAL APPROPRIATIONS	322,039	312,708	322,006	9,298	3.0%
NET COUNTY COST	322,039	312,708	322,006	9,298	3.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

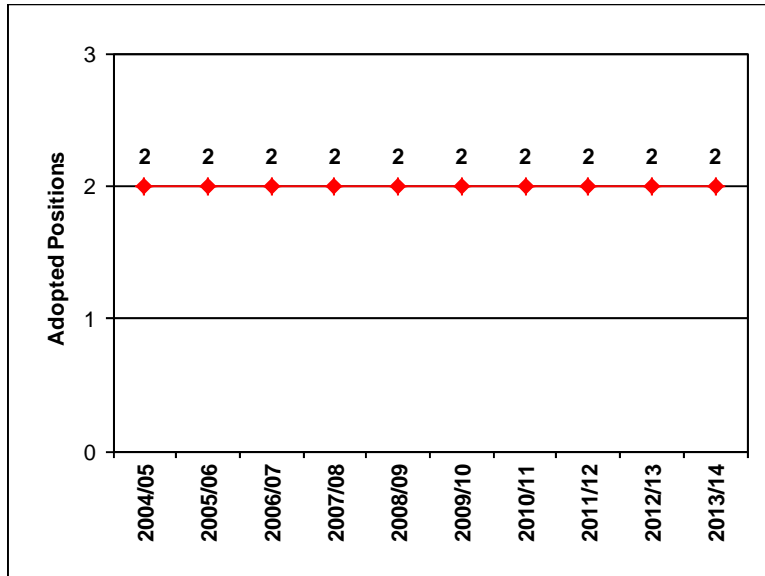
None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

Linda J. Seifert
Legislative & Administration

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The FY2013/14 Budget for Supervisorial District 2 includes \$2,500 in proposed funding for contributions to non-County agencies. The CAO recommends the Board consider affirming a funding level for FY2013/14 for contributions to non-County agencies.

Budget Summary:	
FY2012/13 Third Quarter Projection:	319,178
FY2013/14 Recommended:	331,733
County General Fund Contribution:	331,733
Percent County General Fund Supported:	100%
Total Employees (FTEs):	2

FUNCTION AND RESPONSIBILITIES

The District 3 Supervisor represents citizens residing within the City of Fairfield (excluding the section north of Air Base Parkway), portions of Suisun City and of Travis Air Force Base, Suisun Valley and parts of Green Valley, and maintains an office at the County Government Center at 675 Texas Street in Fairfield. The District 3 Supervisor’s Office budget provides for the expenditures of the elected Supervisor and two half-time staff positions.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Supervisor Spering’s priorities are:

- To provide leadership, formulate new ideas and build partnerships and consensus on programs and projects benefiting the Third District and Solano County.
- To be the conduit between constituents and County government.

District 3 accomplishments throughout the year:

- The Board of Supervisors directed the formation of an ad hoc subcommittee to identify facility options for a collocated family justice center. Under Supervisor Spering’s leadership, the ad hoc committee conducted an extensive search and evaluation of suitable properties. The committee identified 604 Empire Street as the best interim location for the Center. The Board of Supervisors voted unanimously to implement a 30-month pilot program at this location.
- He continued to chair a consortium of transit stakeholders who work to address transportation issues for seniors, people with disabilities and low-income residents. The consortium made progress in exploring ways to implement Phase II of the Intercity Taxi Script program. Under Supervisor Spering’s direction, consortium members helped identify mobility gaps and strategies to address the gaps. Members have also been involved in reviewing and prioritizing the near term strategies for implementing the Solano County Mobility Management Program.
- He facilitated the ongoing process and discussions between the Suisun Veterans, Suisun City and County staff to modernize the Suisun Veterans Memorial Hall, resulting in a complete remodel. Supervisor Spering celebrated the official grand reopening of the Hall on April 4, 2013 with local veterans and civic leaders.

To achieve District 3’s priorities, Supervisor Spering works with:

- Business community and Non-profit partners to optimize service delivery in a challenging budget environment.
- County staff on the budget in an ongoing effort to find ways to “live within our means” and to still meet the most critical needs of constituents.

Supervisor Spering also works to:

- Improve transportation availability and intercity accessibility to everyone in the County, especially for disabled, elderly and low-income families.
- Focus attention on protecting agriculture and meeting the growing demands of the seven cities.
- Consolidate transit services to better serve the citizens of Solano County.
- Ensure County staff members provide services in a highly professional, customer service friendly manner.

James P. Spring
Legislative & Administration

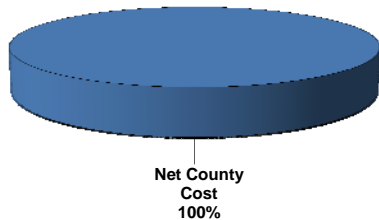
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an overall increase of \$15,719, or 5% in appropriations, when compared to the FY2012/13 Adopted Budget. The increase is due to increased salaries and benefits costs, including retirement and health insurance, increases in County insurance charges, and county administrative overhead costs. There were no increases in any discretionary line item accounts. District 3 is not requesting any funding for contributions to non-County agencies. As a result, the Third District’s Net County Cost is increased by \$15,719.

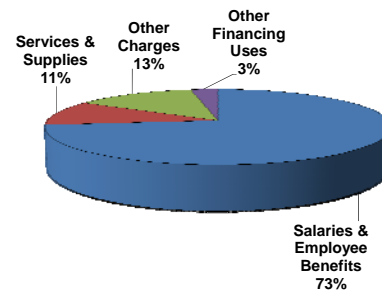
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
Salaries and Employee Benefits	240,951	234,823	242,804	7,981	3.4%
Services and Supplies	30,866	33,402	34,938	1,536	4.6%
Other Charges	44,328	38,100	44,099	5,999	15.7%
Other Financing Uses	10,756	9,689	9,892	203	2.1%
Intra-Fund Transfers	581	0	0	0	0.0%
TOTAL APPROPRIATIONS	327,482	316,014	331,733	15,719	5.0%
NET COUNTY COST	327,482	316,014	331,733	15,719	5.0%

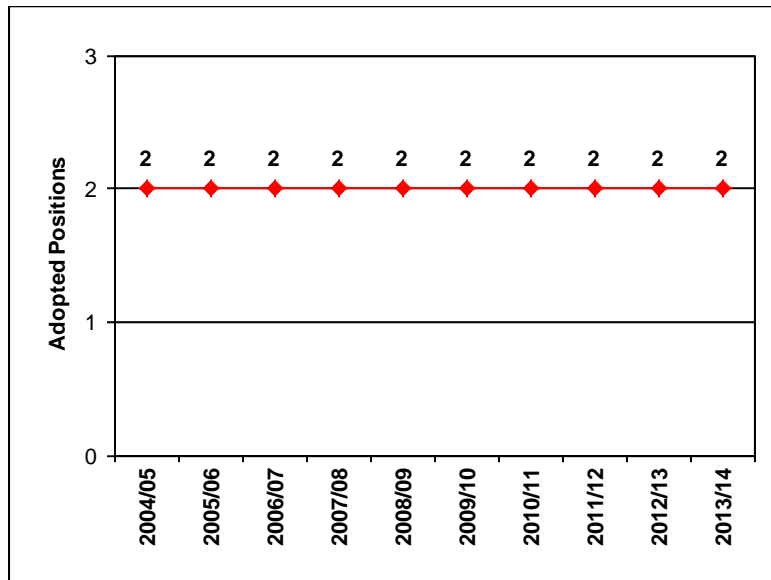
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The FY2013/14 Budget for Supervisorial District 3 includes no proposed funding for contributions to non-County agencies. For FY2012/13, the Board set a level of \$2,500. The CAO recommends the Board consider affirming a funding level for FY2013/14 for contributions to non-County agencies.

John M. Vasquez
Legislative & Administration

Budget Summary:	
FY2012/13 Third Quarter Projection:	331,195
FY2013/14 Recommended:	341,329
County General Fund Contribution:	341,329
Percent County General Fund Supported:	100%
Total Employees (FTEs):	2.0

FUNCTION AND RESPONSIBILITIES

The District 4 Supervisor represents citizens residing within the western half of Vacaville, Dixon, the unincorporated areas reaching from the Yolo County boarder adjoining the UC Davis Campus, Allendale, English Hills, Pleasants Valley and the Putah Creek area near Winters.

As the elected representative for District 4, Supervisor Vasquez expects to hear from and interact directly with people from the District. The District 4 office is maintained at the County Government Center at 675 Texas Street in Fairfield. The District 4 Supervisor’s office includes one elected Supervisor and one staff member.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

For FY2013/14, Supervisor Vasquez has the following Goals and Objectives:

Improve the health and well-being of those who live and work here

- Service to the residents of District 4 has become more efficient with the opening of the William J. Carroll Government Center. Work with County staff and the community to spread the word about the services now available in northern Solano, Dixon, and Vacaville especially the health and dental clinics in the William J. Carroll Government Center.

Invest in and for the future

- Continue to strongly support the leadership of the department managers and the dedication of the County employees who focus on the running of our everyday business.
- Continue to partner with the business, agriculture and regional leaders to increase jobs and to strengthen the Solano County economy as well as the strength of the region.

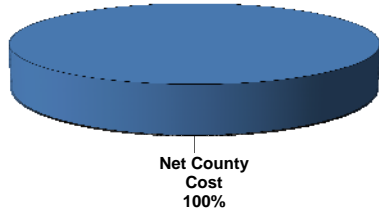
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an overall increase of \$10,921, or 3%, in appropriations, when compared to the FY2012/13 Adopted Budget primarily due to an increase in retirement, county insurance costs, and countywide administrative overhead costs. In addition, the District is requesting the replacement of a computer that no longer meets the County’s standards. The District 4 Budget reflects an increase in Net County Cost of \$10,921.

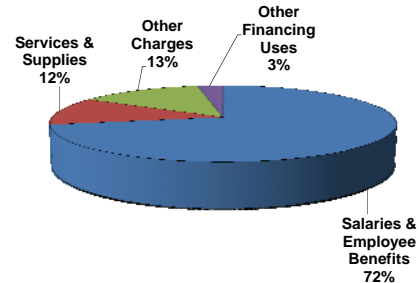
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
Salaries and Employee Benefits	240,886	239,032	245,005	5,973	2.5%
Services and Supplies	27,158	36,373	40,129	3,756	10.3%
Other Charges	47,693	44,898	46,023	1,125	2.5%
Other Financing Uses	10,483	9,505	9,572	67	0.7%
Intra-Fund Transfers	798	600	600	0	0.0%
TOTAL APPROPRIATIONS	327,017	330,408	341,329	10,921	3.3%
NET COUNTY COST	327,017	330,408	341,329	10,921	3.3%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

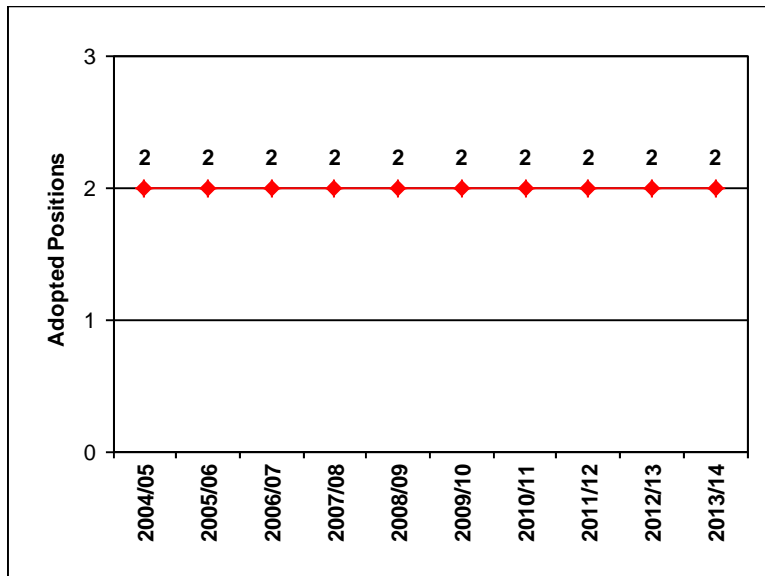
None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

John M. Vasquez
Legislative & Administration

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The FY2013/14 Budget for Supervisorial District 4 includes \$2,500 in proposed funding for contributions to non-County agencies. The CAO recommends the Board consider affirming a funding level for FY2013/14 for contributions to non-County agencies.

Budget Summary:	
FY2012/13 Third Quarter Projection:	312,552
FY2013/14 Recommended:	297,398
County General Fund Contribution:	297,398
Percent County General Fund Supported:	100%
Total Employees (FTEs):	2.0

FUNCTION AND RESPONSIBILITIES

The Supervisor of District 5 represents residents living in Rio Vista, Elmira Area and parts of Vacaville, Fairfield and Suisun City. The Supervisor maintains an office at the County Government Center at 675 Texas Street Suite 6500 in Fairfield and holds office hours at the Rio Vista Chamber of Commerce. The District 5 Supervisor’s Office budget provides for the expenditures of the elected Supervisor and one staff member.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Supervisor Thomson assumed office in January 2013. He represents the Board on 18 county, regional and State boards and commissions (and their subcommittees); including the Bay Area Coalition of Counties, the Solano Economic Development Corporation, the Delta County Coalition, the Yolo-Solano Air Quality Board and Delta Protection Commission.

Supervisor Thomson:

- Works to find innovative solutions to reduce the County’s structural deficit and strengthen the County’s General Fund.
- Advocates for the County’s water interests and works to secure the safety and security of the Delta community by playing a leading role on the Delta County Coalition and Delta Protection Commission. Also collaborates with the business, labor and non-profit community through the Solano Economic Development Corporation to enhance the economic vitality and welfare of our community.
- Enhances services for members of the armed forces by providing up-to-date information on legislation, regulations and developments that impact military personnel through the Military and Veterans Affairs Committee.
- Engages the business community by actively participating in the Dixon, Fairfield-Suisun and Rio Vista Chambers of Commerce. Also, engages local business leaders to identify their needs and match those needs with County resources to help business succeed in the changing economy.

Supervisor Thomson’s Goals and Objectives include:

- Work to secure the safety and welfare of the Delta community by advocating for an alternative to the Bay Delta Conservation Plan that benefits rather than harms our agricultural, urban and rural communities.
- Ensure that the dollars and cents behind every County agreement makes sense and Board decisions are fiscally responsible and economically sustainable.
- Strengthen and improve the County’s engagement with Travis Air Force Base and Solano County’s military community.

DEPARTMENTAL BUDGET SUMMARY

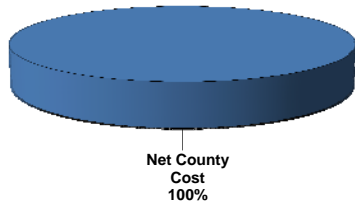
The Recommended Budget represents an overall increase of \$5,115, or 1.8%, in appropriations, when compared to the FY2012/13 Adopted Budget. This is primarily the net result of an increase in health and other insurance costs and countywide administrative overhead costs offset by decreases in travel and management business expenses. In addition, District 5 is not requesting funding for contributions to non-County agencies. The Fifth District’s budget reflects an increase in Net County Cost of \$5,115.

**Skip Thomson
Legislative & Administration**

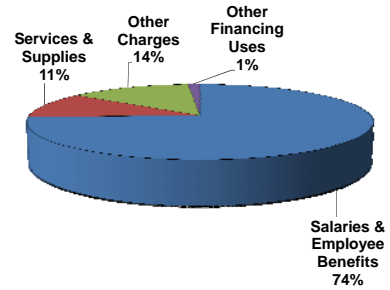
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
Salaries and Employee Benefits	221,169	215,905	221,173	5,268	2.4%
Services and Supplies	22,902	29,215	32,571	3,356	11.5%
Other Charges	43,315	37,929	39,821	1,892	5.0%
Other Financing Uses	10,184	9,234	3,833	(5,401)	(58.5%)
Intra-Fund Transfers	139	0	0	0	0.0%
TOTAL APPROPRIATIONS	297,709	292,283	297,398	5,115	1.8%
NET COUNTY COST	297,709	292,283	297,398	5,115	1.8%

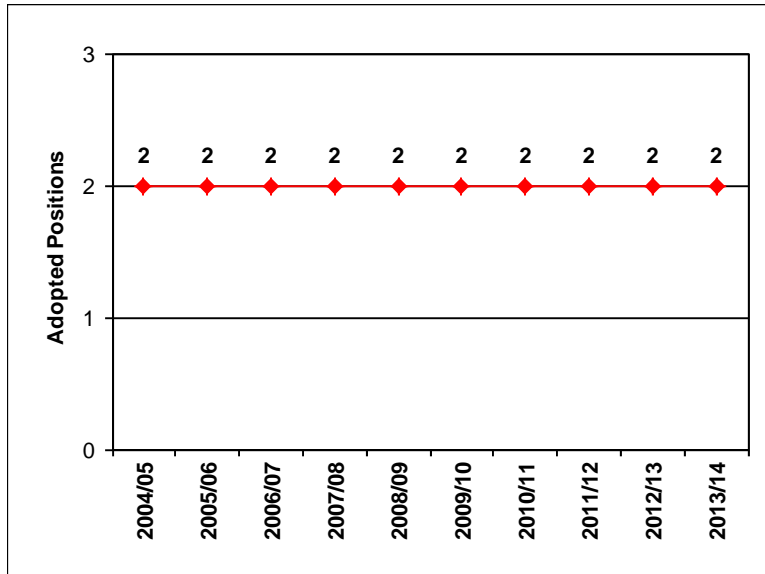
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The FY2013/14 Budget for Supervisorial District 5 includes no proposed funding for contributions to non-County agencies. For FY2012/13, the Board set a level of \$2,500. The CAO recommends the Board consider affirming a funding level for FY2013/14 for contributions to non-County agencies.

Linda J. Seifert, Chair
Legislative & Administration

Budget Summary:	
FY2012/13 Third Quarter Projection:	133,522
FY2013/14 Recommended:	172,761
County General Fund Contribution:	172,761
Percent County General Fund Supported:	100%
Total Employees (FTEs):	0

FUNCTION AND RESPONSIBILITIES

This budget unit reflects the administrative costs of the Board of Supervisors’ operations which are not unique to an individual Board Member’s District. Appropriations include shared services and supplies; memberships in the Association of Bay Area Governments and National Association of Counties; and County contributions to non-County agencies.

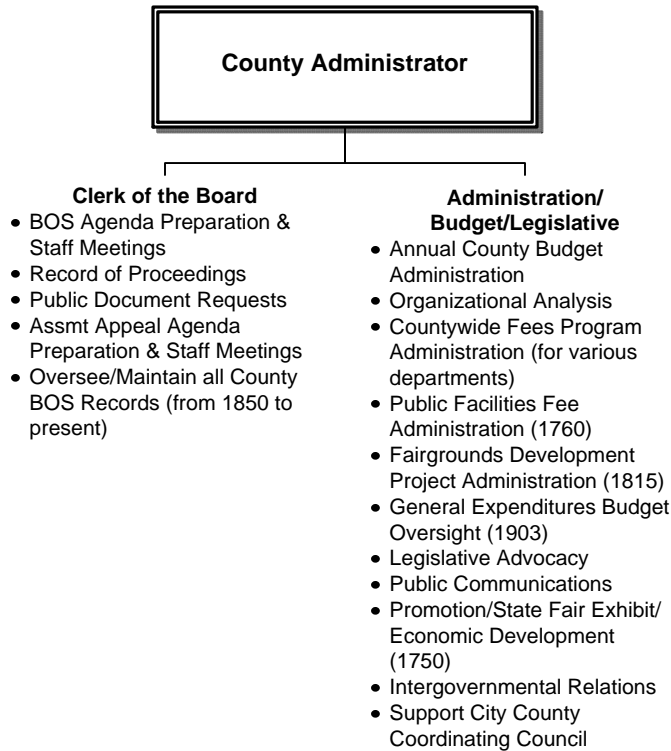
DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget represents an overall increase of \$37,723, or 28% in appropriations, when compared to the FY2012/13 Adopted Budget. The increase is primarily due to increased costs of \$33,446 for Liability Insurance.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Misc Revenue	235	0	0	0	0.0%
TOTAL REVENUES	235	0	0	0	0.0%
APPROPRIATIONS					
Services and Supplies	95,678	109,713	150,211	40,498	36.9%
Other Charges	22,000	22,000	22,000	0	0.0%
Intra-Fund Transfers	375	3,325	550	(2,775)	(83.5%)
TOTAL APPROPRIATIONS	118,053	135,038	172,761	37,723	27.9%
NET COUNTY COST	117,819	135,038	172,761	37,723	27.9%

PENDING ISSUES AND POLICY CONSIDERATIONS

The FY2013/14 Budget includes the continued appropriation of \$22,000 in contributions to non-County agencies for Travis Community Consortium. The CAO recommends the Board affirm the non-County agency contribution for FY2013/14.



DEPARTMENTAL PURPOSE

The County Administrator is the Chief Administrative Officer of the County and is responsible to the Board of Supervisors for the proper and efficient administration of all County offices, Departments, Institutions and Special Districts under the jurisdiction of the Board of Supervisors.

Budget Summary:	
FY2012/13 Third Quarter Projection:	2,944,942
FY2013/14 Recommended:	3,293,809
County General Fund Contribution:	1,129,862
Percent County General Fund Supported:	34.3%
Total Employees (FTEs):	16

FUNCTION AND RESPONSIBILITIES

Responsibilities of the County Administrator are:

- Plan, monitor and oversee County operations to ensure Board policies are carried out in the most efficient, cost-effective and service-oriented manner.
- Formulate short- and long-range plans through strategic planning and the annual budget.
- Review and monitor County structure, programs, services and budgets, and make recommendations to the Board regarding reorganizations, funding and positions necessary to conduct departmental functions.
- As Clerk of the Board of Supervisors, prepare and coordinate Board agendas and minutes.
- As Clerk of the Board of Supervisors, provides support to the County’s Assessment Appeals Board, prepare and coordinate agenda and minutes.
- Implement the County’s Legislative Advocacy Program; review impacts of Federal/State legislation; initiate legislative proposals and prepare position recommendations.
- Supervise appointed Department Heads.

-
- Meet with Board Members individually or in committees to discuss Board policies and interpretations; participate in Board Committees.
 - Maintain official records of the Board, including appointments to various Boards and Commissions.
 - Represent the Board in the County's intergovernmental relations and perform general administrative duties.
 - Provide administrative and fiscal oversight to First 5 Solano.
 - Oversee the contracts for the Administrative Entity services with the Workforce Investment Board and the Solano County Fair.
 - Provide staff support to various Board Committees, the Solano City County Coordinating Council and the city Select Committee, including agenda, minutes and reports.

The County Administrator is responsible for the preparation of and overseeing the County budget, which is mandated under the California Government Code (GC §29000 et. seq.). Additionally, the County Administrator serves as the Clerk to the Board of Supervisors, which under the California Government Code (GC §25101 et. seq.) is subject to a number of legal requirements regarding the Board meetings, minutes, maintenance of records and files.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- With assistance from all Department Heads and staff, the County Administrator continued implementing the Six Deficit Reduction Strategies that have resulted in cost savings as well as increased operational efficiencies and employee productivity.
- Negotiated a new 15-year memorandum of understanding between the County and the seven cities for the provision of animal shelter services and the financing of the construction of a new animal shelter.
- Initiated the update for the five-year comprehensive analysis of the County's Public Facilities Fee (PFF), which includes evaluating the feasibility of establishing a transportation impact fee for road projects and modifying the PFF for animal control facilities.
- Working with the Solano360 partners – the County, the City of Vallejo and the Solano County Fair Association – kept the entitlement process for the fairgrounds project moving forward, including preparing a Specific Plan, the Public Facilities Financing Plan, the Fiscal Impact Analysis and the Environmental Impact Report, tentative map, development agreement, for approval by the City of Vallejo Planning Commission, the Vallejo City Council and the Board of Supervisors. In June 2013 the Board of Supervisors will consider the approval of the development agreement with the City of Vallejo.
- Held a facilitated planning session with the Board of Supervisors in January 2013 to revisit the existing strategic plan concepts. This was the Board's first review of the Strategic Plan since the shift in attention to budget reductions and resizing of the organization. The conversation on the Strategic Plan will continue in FY2013/14, as this office and the Department Heads validate with the Board the vision, values, mission, goals and objectives for the organization.
- Provided leadership and support for the AB 900 Steering Committee for the 362-bed adult detention facility under construction adjacent to the existing detention facility on Clay Bank Road in Fairfield.
- Supported the analysis and the development of the pilot project for implementation of the Solano County Family Justice Center.
- Guided the implementation of key State and Federal legislation resulting in significant changes to County operations: the 2011 Public Safety Realignment and the Affordable Care Act. These pieces of legislation have altered and will continue to alter how the County manages the offender population in the criminal justice system and delivers health care services. Implementing these changes have required significant staff time involved in community engagement and education efforts, the review and analysis of program and operational changes, and aligning of various funding streams to the distinct program efforts.
- Automated the legislative review process to more effectively monitor State and Federal legislation affecting the County. This project also enabled the public to view and track this legislation online at www.solanocounty.com/legislation.

Functional Area Summary

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- Streamlined the vendor claims process for other public defense, which significantly reduced the time to remit payments to vendors.
- Expanded the implementation of the Legistar paperless agenda process that began in FY2011/12 by converting the Assessment Appeals Board process from a paper-based system to a fully paperless process, which includes an electronic agenda, minutes, archiving of documents, and the use of iPads by the members of the Assessment Appeals Board. In addition, the historical files from the legacy Questys agenda system were converted for access by the new Legistar system and all documents were moved to the virtual “cloud” environment. As a result, Board agenda items dating back to 2006 are searchable online.
- Coordinated the annual Counties Care Holiday Food Drive and the friendly competition with the employees of Contra Costa County, which resulted in Solano County receiving the “Big Apple Trophy” for having the most funds raised per employee. The \$10.38 per employee was an all-time high for Solano County and contributed to the annual event surpassing more than \$1 million collected to provide food for the hungry in both counties.

WORKLOAD INDICATORS

During FY2012/13, it is anticipated the County Administrator/Clerk of the Board will have:

- Participated and provided assistance at 29 meetings of various Board of Supervisors meetings.
- Processed 445 Agenda Submittals and developed/published Minutes for 29 Board of Supervisors’ Regular Meetings, 11 Assessment Appeal Hearings; and 3 City Selection Committee meetings and 335 Public Comment Cards from the public present at the Board meetings.
- Recorded six Ordinances and 241 Resolutions adopted by the Board.
- Processed 565 Assessment Appeals applications (individual application for multiple parcels counted as one).
- Provided staff support to the City-County Coordinating Committee.
- Received 10 requests for information under the California Public Records Act (GC §6250).
- Filed 152 California Environmental Quality Act (CEQA) documents
- Processed 125 claims against the County and 14 lawsuits
- Provided additional analytical and staff support to Solano Community Corrections Partnership.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CLERK OF THE BOARD	52,881	51,859	47,009	(4,850)	(9.4) %
ADMINISTRATIVE OFFICE	<u>2,244,581</u>	<u>2,140,924</u>	<u>2,116,938</u>	<u>(23,986)</u>	<u>(1.1) %</u>
TOTAL REVENUES	2,297,462	2,192,783	2,163,947	(28,836)	(1.3) %
APPROPRIATIONS					
CLERK OF THE BOARD	363,398	368,159	468,418	100,259	27.2 %
ADMINISTRATIVE OFFICE	<u>2,600,603</u>	<u>2,774,070</u>	<u>2,825,391</u>	<u>51,321</u>	<u>1.9 %</u>
TOTAL APPROPRIATIONS	2,964,001	3,142,229	3,293,809	151,580	4.8 %
NET COUNTY COST					
CLERK OF THE BOARD	310,516	316,300	421,409	105,109	33.2 %
ADMINISTRATIVE OFFICE	<u>356,022</u>	<u>633,146</u>	<u>708,453</u>	<u>75,307</u>	<u>11.9 %</u>
NET COUNTY COST	666,538	949,446	1,129,862	180,416	19.0 %

STAFFING					
CLERK OF THE BOARD	2	2	2	0	0.0 %
ADMINISTRATOR	14	14	14	0	0.0 %
TOTAL STAFFING	16	16	16	0	0.0 %

DEPARTMENTAL BUDGET SUMMARY

The County Administrator’s primary cost centers are BU 1115 – Administration and BU 1114 – Clerk of the Board. The County Administrator also administers eleven other budgets, discussed in the following pages under the heading of Summary of Other Administered Budgets.

1115 - Administration:

The FY2013/14 Recommended Budget of \$2,825,391 for Administration represents a \$23,986 or 1.1% decrease in revenues and \$51,321 or 1.9% increase in appropriations when compared to the FY2012/13 Adopted Budget. The Net County Cost for the Administration budget increased \$75,307 or 11.9%.

The principal factor leading to the increase in the Net County Cost for the Administration budget is a net increase of \$86,267 in employee benefit costs that offset a \$48,161 reduction in consulting services. In addition, Countywide Administration Overhead (A-87) revenue decreased by \$23,986 or 1.1%. The A-87 revenues are estimated, based on Administration’s expenditures incurred in FY2011/12 and allocated to departments who receive services from the CAO in that year. The reduction in the A-87 revenues results from the ongoing cost containment efforts in Administration expenditures that resulted in reduced allocated costs to County departments.

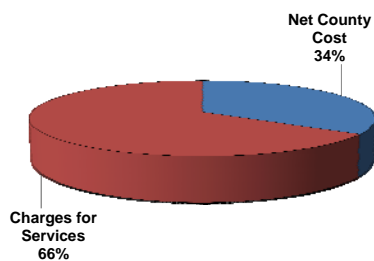
1114 - Clerk of the Board:

The FY2013/14 Recommended Budget of \$468,418 for the Clerk of the Board reflects a decrease of \$4,850 or 9.4% in revenues and an increase of \$100,259 or 27.2% in appropriations when compared to the FY2012/13 Adopted Budget. The Net County Cost for the Clerk of the Board’s budget is increased by \$105,109 or 33.2%. The principal factors leading to the increase in budgeted appropriations is an increase of \$90,900 in Other Professional Services in anticipation of several multiple day assessment appeal hearings coming to fruition in FY2013/14 and \$11,752 increase in employee benefit costs.

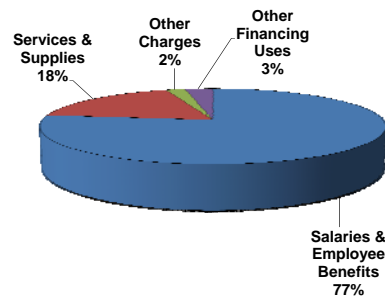
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



Functional Area Summary

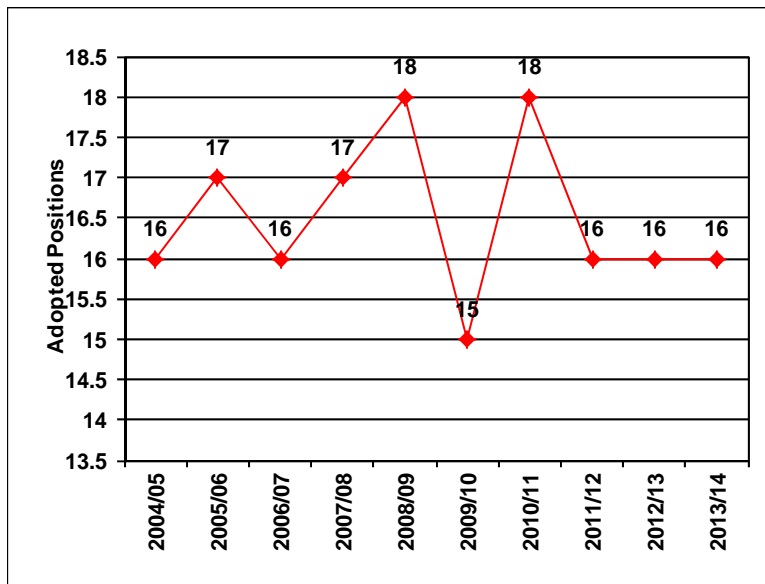
**1100 – Fund 001-County Administrator
Birgitta E. Corsello, County Administrator
Legislative & Administration**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	2,211,723	2,192,783	2,163,947	(28,836)	(1.3%)
Misc Revenue	85,740	0	0	0	0.0%
TOTAL REVENUES	2,297,463	2,192,783	2,163,947	(28,836)	(1.3%)
APPROPRIATIONS					
Salaries and Employee Benefits	2,322,706	2,439,646	2,537,665	98,019	4.0%
Services and Supplies	458,856	524,923	583,478	58,555	11.2%
Other Charges	77,120	72,246	69,741	(2,505)	(3.5%)
Other Financing Uses	102,322	102,199	101,430	(769)	(0.8%)
Intra-Fund Transfers	2,997	3,215	1,495	(1,720)	(53.5%)
TOTAL APPROPRIATIONS	2,964,001	3,142,229	3,293,809	151,580	4.8%
NET COUNTY COST	666,539	949,446	1,129,862	180,416	19.0%

SUMMARY OF POSITION CHANGES

There are no changes in position allocation within (BU 1100). However, the FY2013/14 Recommended Budget includes funding of an additional 1.0 FTE Senior Management Analyst assigned to the County Administrator's Office, funded by 2011 Public Safety Realignment (BU 6901).

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The housing market appears to be rebounding. It is anticipated that the number of assessment appeal applications filed will increase in FY2013/14 as property values decreased as a result of Proposition 8 start to escalate. The Assessment Appeals Board is anticipating four large cases to come before them in FY2013/14: Genentech, Syar Industries, Anheuser-Busch and Shiloh wind projects. These complex hearings are expected to require multiple-day hearings.

1100 – Fund 001-County Administrator
Birgitta E. Corsello, County Administrator
Legislative & Administration

Summary of Other Administered Budgets

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1750 PROMOTION	86,258	-	330,562	330,562	0.0 %
1903 GENERAL EXPENDITURES	3,650,887	3,820,143	2,870,326	(949,817)	(24.9) %
1905 A87 - OFFSET	(2,461,737)	(2,270,554)	(1,579,334)	691,220	(30.4) %
1906 GENERAL FUND-OTHER	-	-	-	-	0.0 %
2110 MICRO-ENTERPRISE BUSINESS ACCT	154,454	2,307	300,255	297,948	12915.0 %
2380 SE VALLEJO REDEVELOPMENT SETT	6	-	-	-	0.0 %
2390 TOBACCO SETTLEMENT	3,271	150	-	(150)	(100.0) %
2400 GRAND JURY	-	185	-	(185)	(100.0) %
6730 OTHER PUBLIC DEFENSE	1,777,066	2,600,000	2,247,367	(352,633)	(13.6) %
6800 C M F CASES	249,909	256,824	253,439	(3,385)	(1.3) %
6901 ADMINISTRATION	282,252	317,684	284,211	(33,473)	(10.5) %
APPROPRIATIONS					
1750 PROMOTION	105,584	165,521	496,083	330,562	199.7 %
1903 GENERAL EXPENDITURES	112,912,384	129,782,744	126,262,216	(3,520,528)	(2.7) %
1905 A87 - OFFSET	(2,461,737)	(2,270,554)	(1,579,334)	691,220	(30.4) %
1906 GENERAL FUND-OTHER	2,657,810	2,821,186	2,833,413	12,227	0.4 %
2110 MICRO-ENTERPRISE BUSINESS ACCT	105,632	-	300,255	300,255	0.0 %
2380 SE VALLEJO REDEVELOPMENT SETT	-	1,040	-	(1,040)	(100.0) %
2390 TOBACCO SETTLEMENT	493,750	124,414	-	(124,414)	(100.0) %
2400 GRAND JURY	142,201	99,169	112,981	13,812	13.9 %
6730 OTHER PUBLIC DEFENSE	1,777,065	2,600,000	2,247,367	(352,633)	(13.6) %
6800 C M F CASES	250,674	249,939	246,554	(3,385)	(1.4) %
6901 ADMINISTRATION	282,252	317,684	284,211	(33,473)	(10.5) %
NET CHANGE					
1750 PROMOTION	(19,326)	(165,521)	(165,521)	-	0.0 %
1903 GENERAL EXPENDITURES	(109,261,497)	(125,962,601)	(123,391,890)	2,570,711	(2.0) %
1905 A87 - OFFSET	-	-	-	-	0.0 %
1906 GENERAL FUND-OTHER	(2,657,810)	(2,821,186)	(2,833,413)	(12,227)	0.4 %
2110 MICRO-ENTERPRISE BUSINESS ACCT	48,821	2,307	-	(2,307)	(100.0) %
2380 SE VALLEJO REDEVELOPMENT SETT	6	(1,040)	-	1,040	(100.0) %
2390 TOBACCO SETTLEMENT	(490,479)	(124,264)	-	124,264	(100.0) %
2400 GRAND JURY	(142,201)	(98,984)	(112,981)	(13,997)	14.1 %
6730 OTHER PUBLIC DEFENSE	1	-	-	-	0.0 %
6800 C M F CASES	(764)	6,885	6,885	-	0.0 %
6901 ADMINISTRATION	-	-	-	-	0.0 %

A summary of the budgets administered by the County Administrator's Office is provided on the following pages.

FUNCTION AND RESPONSIBILITIES

The purpose of the Promotions budget is to provide County contributions to various entities supported by the Board of Supervisors. At the direction of the Board, contributions to this budget are designated to serve a variety of social needs and public purposes that are considered in the best interests of the County and the general public. The Promotions budget finances County marketing and promotional efforts, the State Fair exhibit, and economic development and tourism initiatives.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- On January 15, 2013, the Board approved a joint operating agreement among the County of Solano, the County of Yolo and the Solano College Small Business Development Center to establish a farmbudsman program that serves both counties by assisting farmers, ranchers and agriculture-related businesses with various permitting processes, including assistance with agricultural permitting and standards as required by regulatory agencies. The program’s objective is to facilitate and expedite the development of promising value-added agricultural projects and was a key opportunity identified in the Solano and Yolo Counties Joint Economic Summit in November 2011.
- Published the *2012 Index of Economic and Community Progress* in March 2013 that examined the local economy from three perspectives: a long view from 2000 to 2012 that compares the end of the 1990s cycle to the recent recovery; a recession view from 2006 (the peak year) to 2010 (the bottom year) in the local employment market; and a recovery view that represents changes since 2010. The *Index* was prepared by the County Administrator’s Office in partnership with the Solano Economic Development Corporation (EDC) and included technical assistance and objective analysis by Dr. Robert Eyler, a principal at Economic Forensics and Analytics in Petaluma and Director of the Center for Regional Economic Analysis at Sonoma State University.
- On January 15, 2013, the Board accepted a \$369,860 grant from the Office of Economic Adjustment (OEA) to conduct a comprehensive analysis of the economic impact of Travis Air Force Base on Solano County and to provide recommendations on how the public and private sector entities across the county could further diversify the Solano County economy. On March 26, 2013, the Board awarded a contract to Economic and Planning Systems, Inc. to conduct the economic diversification study project. The project is expected to be complete by June 30, 2014.
- The 2012 Exhibit at the California State Fair received a Gold Award, Best of Show, Best Craftsmanship Award and the People’s Choice Award. The exhibit puts forth a positive image of the county as well as exposes fairgoers to Solano Grown products, services and destinations.
- Published the Spring and Fall editions of the Solano County Visitors Guide, a project accomplished in partnership with the Vacaville Reporter to promote the tourism destinations across the county. The Visitors Guide is produced at no cost to the County.
- Renewed an agreement with CGI Communications, Inc., a National Association of Counties premier corporate member, to produce the Solano County Video Tour Book, which includes videos promoting Solano County to potential visitors and businesses wanting to locate to the region. The County will once again work with the Solano Economic Development Corporation’s Economic Development Task Force in developing the updated video content. The web-based video marketing tool is produced at no cost to the County.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$496,083 reflects an increase of \$330,562 in both revenues and appropriations in comparison to the FY2012/13 Adopted Budget. As a result, the Net County Cost remains unchanged at \$165,521.

**Birgitta E. Corsello, County Administrator
Promotion**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev Federal	0	0	319,860	319,860	0.0%
Charges For Services	79,492	0	10,702	10,702	0.0%
Other Financing Sources	6,766	0	0	0	0.0%
TOTAL REVENUES	86,258	0	330,562	330,562	0.0%
APPROPRIATIONS					
Services and Supplies	105,577	165,400	494,680	329,280	199.1%
Other Charges	0	121	1,353	1,232	1018.2%
Intra-Fund Transfers	7	0	50	50	0.0%
TOTAL APPROPRIATIONS	105,584	165,521	496,083	330,562	199.7%
NET COUNTY COST	19,326	165,521	165,521	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Significant factors contributing to significant budget changes are:

- \$319,860 for the OEA grant-funded economic diversification study project.
- \$40,000 for a comprehensive contract to design, construct and staff a Solano County exhibit at the 2014 California State Fair.
- \$37,500 for the County’s annual membership with the Solano Economic Development Corporation.
- \$30,000 for Economic Forensics and Analytics to produce the *2013 Index of Economic and Community Progress* and provide an updated evaluation of the selection of indicators shaping the Solano County economy in a post-recession environment.
- \$27,000 as the County’s share of the farmbudsman position.

PENDING ISSUES AND POLICY CONSIDERATIONS

The County will continue to work with its city partners and Solano EDC as strategies to retain existing businesses and attract new companies are developed and implemented.

FUNCTION AND RESPONSIBILITIES

The General Expenditures budget exists to reflect the financing of programs outside of the General Fund such as Public Safety, Health and Social Services, In-Home Support Services, Parks and Recreation, and the Library Director's position. This budget also contains funding to the Courts as County obligation under agreements for Maintenance of Efforts (MOE) with the State. Other expenditures budgeted in this Budget Unit cover costs not readily allocated to departmental budgets.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Fines, Forfeitures, & Penalty	1,671,033	1,580,000	1,342,500	(237,500)	(15.0%)
Charges For Services	1,979,603	2,088,524	1,527,826	(560,698)	(26.8%)
Misc Revenue	251	0	0	0	0.0%
Other Financing Sources	0	151,619	0	(151,619)	(100.0%)
TOTAL REVENUES	3,650,887	3,820,143	2,870,326	(949,817)	(24.9%)
APPROPRIATIONS					
Salaries and Employee Benefits	0	800,000	800,000	0	0.0%
Services and Supplies	207,968	916,198	939,898	23,700	2.6%
Other Charges	9,650,149	10,430,041	9,505,041	(925,000)	(8.9%)
Other Financing Uses	103,007,082	117,636,505	115,038,477	(2,598,028)	(2.2%)
Intra-Fund Transfers	47,185	0	(21,200)	(21,200)	0.0%
TOTAL APPROPRIATIONS	112,912,384	129,782,744	126,262,216	(3,520,528)	(2.7%)
NET COUNTY COST	109,261,497	125,962,601	123,391,890	(2,570,711)	(2.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget of \$126,262,216 shows decreases of \$949,817, or 24.9%, in revenues and \$3,520,528, or 2.7% in appropriations when compared to the FY2012/13 Adopted Budget. The Net County Cost for the General Expenditures budget is thus decreased by \$2,570,711.

The decrease in revenues is primarily due to an anticipated reduction in court revenues collected by the Courts on behalf of the County. Based on the current collection pattern, fines and fees have been impacted as a result of fewer police officers in the cities with fewer citations being issued. In addition, the courts are reducing fines/fees imposed for citations thus impacting the County's share of these revenues. Traffic school fees are estimated to be lower by \$550,000 when compared to the FY2012/13 Adopted Budget for the same reasons stated above.

The General Expenditures appropriations of \$126,262,216 reflect a decrease in appropriations of \$3,520,528 which is the net result of changes in Services and Supplies (\$23,700 increase), Other Charges (\$925,000 decrease) and Other Financing Uses (\$2,598,028 decrease). The General Expenditures appropriations include the following:

Accrued Leave Payoff of \$800,000 which reflects no change when compared to FY2012/13 Adopted Budget. This appropriation is funded from the General Fund Reserve for Accrued Leave Payoff to cover payoffs to employees retiring or separating from County service.

Services and Supplies include the following appropriations:

- \$579,898 for technology automation projects to fund automation projects in county departments that promote efficiency.
- \$180,000 for the County's share of LAFCO's costs per the MOU with LAFCO.
- \$180,000 for contracted services to cover costs of management reviews and organizational studies that would be required to identify opportunities for efficiencies in departments.

Other Charges includes payments to the Trial Courts in accordance with the Maintenance of Effort (MOE) agreement and contributions to non-County agencies and includes the following appropriations:

-
- \$8,174,426 for the required Maintenance of Effort to the Trial Court.
 - \$1,054,115 for the County Facility Payment Maintenance of Effort requirement to the Trial Court.
 - \$276,500 for GF contribution to non-County agencies include the following:
 - \$76,500 for the Court-Appointed Special Advocates (CASA) of Solano County. CASA advocates for the best interest of children within the court system.
 - \$125,000 as a County match for a fund-raiser held annually by the Solano Coalition for Better Health.
 - \$75,000 as a County match for the CARES dental program to be held in April 2014 (as approved by the Board in March 2013).
 - A reduction of \$600,000 for juvenile offender costs. The County anticipated the possibility of the State charging the County up to \$125,000 per juvenile offender housed in a State facility, however, the legislative proposal in FY2012/13 was not pursued so the appropriation is not necessary in FY2013/14

Other Financing Uses: includes Operating Transfers Out which decreased \$4,350,000 due to one-time transfers needed in FY2012/13 for Fouts Springs Youth Ranch for demobilization of the site (\$1.5 million), and for 2007 COP debt service fund (\$2.8 million). These were non-recurring transfers and therefore, no additional amounts were budgeted in FY2013/14.

General Fund Contributions to all County Departments totaled \$115,038,477, an increase of \$1,751,972 when compared to the FY2012/13 Adopted Budget as noted below:

Public Safety

The GF Contribution to the Public Safety Departments increased \$2,359,089, or 2.7% from \$86,807,542 to \$89,166,631. The increase is the net result of the following:

- The GF Contribution and changes to the amounts to the Public Safety departments are noted below:
 - Sheriff's Office: \$44,532,174 GF Contribution which represents a \$2,111,869 increase which is the net result of an increase in countywide administrative overhead of \$867,590, increased funding for staff, services/supplies and fixed assets (\$4.8 million) needed as the Sheriff's Office prepares for the opening of the new AB900 Claybank Jail in Spring 2014 and the increased jail population due to AB109. The increased costs and an anticipated reduction in work release and electronic monitoring service fees of \$250,000 are offset by an anticipated increase of \$1,156,372 in Prop 172 funding and an increase of approximately \$2.8 million in 2011 Realignment revenues.
 - Probation: \$19,737,010 GF Contribution which represents a \$309,054 increase which is the net result of an anticipated increase in Prop.172 revenues in the amount of \$222,303, offset by an increase in countywide administrative overhead costs of \$522,000.
 - District Attorney: \$9,906,411 GF Contribution which represents a \$178,873 reduction to the District Attorney, primarily due to an increase in Prop.172 revenues and an anticipated increase in 2011 Realignment revenues.
 - Public Defender: \$9,516,295 GF Contribution which represents a \$261,615 increase. The Public Defender does not receive any revenues from Prop. 172. The increased need for GF support is attributable largely to increased labor costs in the amount of \$465,301 offset by an increase in 2011 Realignment revenue.
 - Conflict Defender: \$3,040,705 GF Contribution which represents an \$187,576 increase to the Conflict Defender: The Conflict Defender does not receive any revenues from Prop. 172. The increased need for GF support is primarily the result of \$137,140 increased labor costs and \$28,182 increase in county administrative overhead costs.
 - Fouts Springs Youth Ranch: \$186,669 in GF Contribution which represents an increase in appropriations of \$20,481 for safeguarding and maintaining the site and associated permits at the Fouts Springs Youth Ranch (Fund 031) until the Ranch can be fully closed following U.S. Forest Service approvals, anticipated in FY2013/14.
 - Other Public Defense: \$2,247,367 in GF Contribution which represents a decrease of \$352,633 in appropriations based on the anticipated number of capital cases assigned by the Courts to outside legal counsel.

Health & Social Services:

The GF Contribution to Fund 902, Health & Social Services of \$22,376,055 reflects a \$797,693 net reduction when compared to the FY2012/13 Adopted Budget. The net reduction is due to the following:

- H&SS Programs: an increase of \$135,092 from \$12,096,476 to \$12,231,568, or an increase of 1.1%. The increase can be attributed to an increase in non-claimable costs (administrative overhead).
- Assistance Programs, which include General Assistance, Foster Care and IHSS wages, of \$8,767,405, decreased by \$1,057,199 mainly due to projected decreases in State eligibility rules and caseloads.
- H&SS - Public Health represents a \$1,377,082 GF contribution to Non-County agencies to fund various contracts. This contribution reflects an increase of \$124,414 as a backfill to programs initially funded by Tobacco Master Settlement Agreement (MSA) funds. These funds were depleted in FY2012/13 (see BU 2390 – Tobacco Settlement). The contribution is made up of the following:
 - \$620,000 to Solano Coalition for Better Health for Health Access Initiatives. This provides financial support for coordinating and implementing initiatives (\$125,000) to increase access to healthcare through children's health insurance enrollment and training activities (\$170,000) which would match more than 1,200 eligible children with appropriate programs and payment of children's health insurance premiums (\$325,000) which will enable health insurance access for more than 1,400 children. It is anticipated this appropriation will underwrite costs of direct premium purchases for 250 participants.
 - \$335,750 for the provision of clinical primary care services for uninsured County residents by Community Health Clinics.
 - \$212,000 for City Teams' substance abuse prevention activities within the county's seven cities; involves schools, law enforcement, government, and community organizations.
 - \$110,000 for the Adolescent Intervention Modality (AIM) program (Reducing Rates Initiative) to provide brief early intervention services to youth in Solano County who are identified as being high-risk for using or abusing alcohol, tobacco and/or other drugs.
 - \$53,560 to the Children's Network for: (a) serving as the steward of local programs and services for children countywide, (b) providing staff support to the Children's Alliance, the Child Abuse Prevention Council and the Child Care Planning Council, and (c) coordinating the local Family Resources Centers.
 - \$45,500 to cover the cost of a staff person working for the Senior Coalition on a broad array of senior issues. The Senior Coalition provides input to the Board of Supervisors, increases general public awareness and education, and strengthens coordination and partnerships on the issues.

Transfers Out to Other County Departments/Funds include the following:

- \$2,427,686 to be transferred out to the Accumulated Capital Outlay fund (BU 1700) for Capital Renewal Projects (Funded by an offsetting draw from Deferred Maintenance Reserve).
- \$239,149 to Fund 004 (BU 6300) – Library for the Library Director's salary and benefits in accordance with Education Code §19147 mandated General Fund cost.
- \$122,778 to Fund 016 (BU 7000) - Parks & Recreation which reflects a slight decrease of \$3,173 from FY2012/13 Adopted Budget.
- \$553,541 to Fund 152 (BU 1520) pay for the County's share of: (1) the IHSS Public Authority's administrative costs, and (2) insurance costs for IHSS service providers.
- \$152,637 to First 5 (BU 1570) for Children's Alliance and other program costs.

PENDING ISSUES AND POLICY CONSIDERATIONS

- The Board is asked to continue funding for Technology Automation Projects. The General Expenditures Recommended Budget includes an appropriation of \$500,000 refresh of the fund from General Fund cost avoidance from completed automation.

-
- New one-time funding/contribution for County Match for a CARES dental program project event in 2014.
 - Pending decision on LAFCo staffing and office location may change County's share of costs.

Summary of Other Administered Budgets 1905 – Fund 001-Countywide Cost Allocation Plan
Birgitta E. Corsello, County Administrator
Other General

FUNCTION AND RESPONSIBILITIES

This budget is a “contra” budget. It is used to offset the operating expenditures allocated to all General Fund User Departments for Administrative Overhead Costs, and the revenues received by the General Fund Central Services Departments for the same. There are five Central Services Departments: County Administrator, County Counsel, Human Resources, Auditor-Controller and General Services. The allocated costs and revenues are shown on the Countywide Cost Allocation Plan, calculated yearly by the Auditor-Controller’s Office, and approved by the State Controller’s Office.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	(2,461,737)	(2,270,554)	(1,579,334)	691,220	(30.4%)
TOTAL REVENUES	(2,461,737)	(2,270,554)	(1,579,334)	691,220	(30.4%)
APPROPRIATIONS					
Other Charges	(2,461,737)	(2,270,554)	(1,579,334)	691,220	(30.4%)
TOTAL APPROPRIATIONS	(2,461,737)	(2,270,554)	(1,579,334)	691,220	(30.4%)
NET COUNTY COST	0	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget represents a net offset of \$1,579,334 in revenues and appropriations, a \$691,220 difference when compared to the FY2012/13 Adopted Budget. The offset can vary from year to year depending on the level and cost of the services provided between General Fund departments.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

Summary of Other Administered Budgets 1906 – Fund 001-General Fund Other – Debt Service
Birgitta E. Corsello, County Administrator
Other General

FUNCTION AND RESPONSIBILITIES

This budget is used as a General Fund conduit to finance the 2007 and 2013 Certificates of Participation (COP). The 2007 COPs were issued to refinance the 2002 COPs at a lower interest rate. The 2002 COPs were issued for the construction of the 6-story Government Center, 5-story parking structure, Probation Facility and improvement to the Central Utility Plant and the Library, all located in Fairfield. As of November 1, 2012, the 2002 COPs were fully redeemed.

Departments using the Government Center and the Probation Facility are allocated their corresponding share of the Debt Service due on the 2007 COPs based on their building space usage and a share of the parking structure. Any vacant office space is assigned to the General Fund for purpose of allocating the costs of the 2007 COP debt service payments.

The 2013 COPs were issued to finance the Animal Care Expansion Project at 2510 Clay Bank Road in Fairfield. The Animal Care Expansion Project includes the installation of a new pre-engineered kennel (12,500 square feet), and the renovation of the 2,600 square-foot portion of the existing 13,000 square-foot Animal Shelter Building. In accordance with a Memorandum of Understanding, the County and the seven cities in the county agreed to share in the annual debt service requirements of the 2013 COPs. The County General Fund's share is approximately 10% of the annual debt service requirements.

(See related BU 8032, BU 8036 and BU 8037 under the Auditor-Controller)

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
Other Financing Uses	2,657,810	2,821,186	2,833,413	12,227	0.4%
TOTAL APPROPRIATIONS	2,657,810	2,821,186	2,833,413	12,227	0.4%
NET COUNTY COST	2,657,810	2,821,186	2,833,413	12,227	0.4%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget of \$2,833,413 represents the General Fund's share of the principal and interest payments on the 2007 COPs (\$2,788,443) and the 2013 COPs (\$44,970). This represents an increase of \$12,227 or 0.4% over the FY2012/13 Adopted Budget. The increase is the net result of the new 2013 COP debt service requirement offset by a decrease in interest expense on the 2007 COPs as more principal is applied.

PENDING ISSUES AND POLICY CONSIDERATIONS

To avoid increases in the General Fund's share of the 2007 COP debt service payments, the General Services Director is working on a Countywide Space Consolidation Program to reduce facility-related costs and effectively use County-owned facilities. One of the goals of the program would include moving more non-General Fund units/divisions into the Government Center so that these non-General Fund work units/divisions can contribute towards future debt service payments.

DEPARTMENTAL PURPOSE

The Grand Jury is organized under the State constitution. It examines all aspects of local government (the County and cities and special districts within the County) to ensure the best interests of the residents of Solano County are served.

FUNCTION AND RESPONSIBILITIES

The Grand Jury is an independent institution that monitors the legislative and administrative departments that make up county, city, and special district government. Composed of 19 citizens, the Grand Jury examines the performance of local government and makes recommendations on the appropriation of public funds and service delivery. The Grand Jury is required by state law to investigate and report on the conditions of the seven "public prisons" in Solano County. It may also investigate citizen complaints and allegations of misconduct, and examine fiscal and management practices within local governments. Grand Jury members are selected annually by the Superior Court of California. State law requires the Grand Jury to publish an annual report of its findings and recommendations.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

During the 2011-12 term, the Solano County Grand Jury published eight reports in the areas of Public Safety, Juvenile Detention, Purchasing, Property Management, Registrar of Voters, and State Lottery Funds.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$112,981 represents an increase of \$13,812 in appropriations when compared to the FY2012/13 Adopted Budget. Effectively, the overall operational cost of the Grand Jury remains flat in FY2012/13. The major increase in the FY2013/14 budget is a result of a \$6,000 appropriation to refresh the Grand Jury's four outdated computers and a net increase in countywide administration overhead and intrafund charges of \$7,800.

DEPARTMENT COMMENTS

The biggest challenge the Grand Jury faces is continuing funding for its operation. The rising cost of mileage reimbursement, which is set by the Internal Revenue Service, also impacts the budget if the total allocated funds remain static. On-going expenses in the form of per diem and mileage reimbursement for active jurors varies from year to year depending on where the jurors are located and whether or not they choose to submit claims for their reimbursable expenses. This creates budget forecast challenges because the Grand Jury is selected after the recommended budget is completed. Additionally, the Grand Jury does not have the option to eliminate positions as a budget management tool. The Administrative Assistant occupies a part-time position and the work of the Grand Jury would not be able to move forward in an effective and efficient way without an Administrative Assistant.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	0	185	0	(185)	(100.0%)
TOTAL REVENUES	0	185	0	(185)	(100.0%)
APPROPRIATIONS					
Services and Supplies	104,819	95,419	101,431	6,012	6.3%
Other Charges	35,543	0	10,300	10,300	0.0%
Intra-Fund Transfers	1,839	3,750	1,250	(2,500)	(66.7%)
TOTAL APPROPRIATIONS	142,201	99,169	112,981	13,812	13.9%
NET COUNTY COST	142,201	98,984	112,981	13,997	14.1%

DEPARTMENTAL PURPOSE

This budget unit funds the cost of indigent defense in cases where a conflict is present with the County-staffed Public Defender or Conflict Public Defender Offices, and the services of Court-appointed counsel are arranged. The United States Supreme Court decisions *Gideon v. Wainright* and *Argersinger v. Hamlin* provide that no accused may be deprived of liberty as the result of any criminal prosecution in which they were denied the assistance of counsel.

FUNCTION AND RESPONSIBILITIES

California Penal Code Section 987.2 (a) (3) provides that in any case in which a person desires but is unable to employ counsel, and in which the public defender has properly refused to represent the accused, counsel is assigned by the Superior Court and shall receive a reasonable sum for compensation and necessary expenses, paid out of the General Fund of the County.

While the County Administrator is responsible for management of this budget, the Solano County Court, which is part of the State of California Judicial Branch, has historically served as its *ad hoc* administrator by appointing private attorneys subject to Court screening, and by providing initial processing of claims for services rendered.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

None.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$2,247,367 for Other Public Defense reflects a decrease of \$352,633, or 13.6% in appropriations and in the corresponding General Fund support when compared to FY2012/13 Adopted Budget. The change reflects a decrease in Net County Cost due to a reduction in current caseloads.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	42,533	0	0	0	0.0%
Misc Revenue	1,064	0	0	0	0.0%
General Fund Contribution	1,733,469	2,600,000	2,247,367	(352,633)	(13.6%)
TOTAL REVENUES	1,777,066	2,600,000	2,247,367	(352,633)	(13.6%)
APPROPRIATIONS					
Salaries and Employee Benefits	18,727	75,600	75,760	160	0.2%
Services and Supplies	1,722,502	2,513,933	2,165,988	(347,945)	(13.8%)
Other Charges	35,836	10,467	5,619	(4,848)	(46.3%)
TOTAL APPROPRIATIONS	1,777,065	2,600,000	2,247,367	(352,633)	(13.6%)
NET CHANGE	(1)	0	0	0	0.0%

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

General Fund costs in this department are a Constitutional responsibility. The County's General Fund exposure, represented by the Court's appointment of private attorneys is driven by two factors: the availability of Public Defender and/or Conflict Defender staff to provide representation where appropriate, and the number of hours required by private attorney/investigator/special witness/psychiatric evaluations/court reporter to properly represent indigent defendants. Cost exposures related to the number of private defense hours and, by implication, the incidence of criminal activity and arrest rates, are beyond the County's control.

Summary of Other Administered Budgets 6800 – Fund 901-California Med. Fac. (CMF) Cases
Birgitta E. Corsello, County Administrator
Judicial

DEPARTMENTAL PURPOSE

This budget unit provides for the payment of County costs on adjudicating crimes committed on the grounds of the California Medical Facility and Solano State Prison in Vacaville.

FUNCTION AND RESPONSIBILITIES

The California Department of Corrections and Rehabilitation operates two institutions within Solano County, the California Medical Facility and Solano State Prison, which together house more than 7,700 inmates. The District Attorney prosecutes crimes committed on the grounds of the facilities, while the County is also responsible for assuring the accused's defense.

The Superior Court, serving as lead agency in this matter, has entered into agreements with private attorneys to provide defense services to inmates for payment by the County. The agreements also include the provision of investigative, psychological and transcription services in connection with the assigned case when required. Pursuant to California Penal Code Section 4750, these costs are, in turn, eligible for almost full reimbursement by the State. Countywide Administrative Overhead, interest expense and certain treatment costs covered under PC §2970 are not reimbursed by the State.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$246,554 for CMF Cases represents a \$3,385, or 1.3% decrease in revenues and a decrease of \$3,385, or 1.4%, in appropriations when compared to FY2012/13 Adopted Budget. Most expenditures in this budget unit are offset by State reimbursement. Additionally, the State does not reimburse the County promptly, and thus some revenues anticipated for FY2012/13 may not be received until FY2013/14. The revenues included in the FY2013/14 budget reflect a level in line with the prior five years.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	53	0	0	0	0.0%
Intergovernmental Rev State	249,856	256,824	253,439	(3,385)	(1.3%)
TOTAL REVENUES	249,909	256,824	253,439	(3,385)	(1.3%)
APPROPRIATIONS					
Services and Supplies	244,422	244,088	241,092	(2,996)	(1.2%)
Other Charges	6,251	5,851	5,462	(389)	(6.6%)
TOTAL APPROPRIATIONS	250,674	249,939	246,554	(3,385)	(1.4%)
CHANGE IN FUND BALANCE	764	(6,885)	(6,885)	0	0.0%

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

6901 – Fund 905-2011 Realignment-Administration Summary of Other Administered Budgets

Birgitta E. Corsello, County Administrator

Judicial

FUNCTION AND RESPONSIBILITIES

In April 2011, the State enacted legislation intended to ease State prison overcrowding and bring its penal system into compliance with the Supreme Court’s decision in *Brown v. Plata*. Collectively known as the 2011 Public Safety Realignment (Realignment), the legislation, which included AB 109, AB 117, AB 118, AB 116, ABX1 16 and ABX 1 17, took effect on October 1, 2011. Realignment is intended to reduce state prison overcrowding, save the State money and reduce recidivism by expanding local responsibility for custody and control of specified offenders and their treatment and rehabilitation.

The legislation provided funding to counties and required the development of a local plan for the implementation of Realignment. The Implementation Plan was to be developed by a body created under AB 109 and modified by AB 117 known as the Community Corrections Partnerships (CCP). On November 1, 2011, the Board of Supervisors approved the County of Solano 2011 Public Safety Realignment Act Implementation Plan.

To enable counties to plan for the implementation of Public Safety Realignment, the State provided two separate “buckets” for one-time funds of \$300,000 for planning and/or technical assistance for the County’s CCP Executive Committee to develop the local Implementation Plan, and \$268,675 to cover County departments’ implementation start-up costs. This budget was created to track the expenditure of these one-time funds. Additionally this budget will be used to track ongoing general administration expenditures related to the actions of the County’s CCP. Refer to Public Safety Budget for on-going revenues and expenses for the responsibilities realigned to the County in the 2011 Public Safety (AB 109) legislation.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev State	282,252	317,684	284,211	(33,473)	(10.5%)
TOTAL REVENUES	282,252	317,684	284,211	(33,473)	(10.5%)
APPROPRIATIONS					
Salaries and Employee Benefits	0	0	140,110	140,110	0.0%
Services and Supplies	165,903	197,685	44,899	(152,786)	(77.3%)
Other Charges	84,370	119,999	99,202	(20,797)	(17.3%)
F/A Equipment	9,858	0	0	0	0.0%
Other Financing Uses	22,121	0	0	0	0.0%
TOTAL APPROPRIATIONS	282,252	317,684	284,211	(33,473)	(10.5%)
NET CHANGE	0	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The State’s Proposed Budget does not include additional funds in FY2013/14 for planning and/or technical assistance for the County’s CCP Executive Committee to further develop the local Realignment Implementation Plan or to provide for additional start-up costs. Thus the FY2013/14 Recommended Budget includes the re-budget of estimated unspent FY2012/13 planning funds of \$49,899. The start-up costs were fully expended in FY2012/13.

The FY2013/14 Recommended Budget also includes \$234,312 in AB 109 funding for ongoing general administration expenditures. The general administration expenditures will provide for the addition of a Senior Management Analyst to the County Administrator’s Office. This new staff member will be dedicated to 2011 Public Safety Realignment and provide management and financial analysis, oversight, and coordination of the County Departments in their implementation of the County of Solano 2011 Public Safety Realignment Act Implementation Plan. The remaining funds of \$94,202 will be provided to the Superior Court of California County of Solano to fund the Court’s Collaborative Court Manager.

SUMMARY OF POSITION CHANGES

In the FY2013/14 Recommended Budget the County Administrator is requesting the addition of 1.0 FTE Management Analyst Senior, funded by 2011 Public Safety Realignment and recommended by the CCP as part of the FY2013/14 AB109 appropriations.

PENDING ISSUES AND POLICY CONSIDERATIONS

Adjustments may have to be made to this budget in FY2013/14 based on actual figures at year-end and what the State's final budget provides in funding.

Birgitta E. Corsello, County Administrator
Other Protection

FUNCTION AND RESPONSIBILITIES

This budget serves as a conduit for a \$400,000 Community Development Block Grant (CDBG) from the California Department of Housing and Community Development to continue a grant-funded program to offer technical assistance to microenterprise businesses and an associated revolving loan fund. The grant also enables the County to establish a business assistance program that establishes a revolving loan fund for other small businesses. These programs are administered by a sub-recipient agreement with the Solano College Small Business Development Center.

Under the Microenterprise Technical Assistance Program microenterprise businesses, existing and potential, can receive training and counseling to grow their business. By definition, microenterprise means the business consists of 5 or fewer people. Technical assistance services are available to microenterprise businesses located in the unincorporated area of the county and the non-entitled communities of Benicia, Dixon, Rio Vista and Suisun City. The Microenterprise Loan Program and the Business Assistance Loan Program provide businesses located in the unincorporated area of Solano County with working capital to enhance the viability of their business. All of these programs target businesses that are either owned by or employ residents who earn 80% or less of the median family income in Solano County.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- The County received notice of the new grant award in December 2012 and new program guidelines were adopted in May 2013.
- The administration of this program will be transferred in FY2013/14 from the County Administrator's Office to the Department of Resource Management to consolidate the administration of CDBG programs into one department.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget reflects \$300,255 in revenues and appropriations. The increase in this budget compared to the FY2012/13 Adopted Budget reflects the anticipated program activity resulting from the award of the grant.

See related Budget Unit 9315 – Fund 110 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	2,382	2,307	255	(2,052)	(88.9%)
Intergovernmental Rev State	152,072	0	300,000	300,000	0.0%
TOTAL REVENUES	154,454	2,307	300,255	297,948	12915.0%
APPROPRIATIONS					
Services and Supplies	94,560	0	172,434	172,434	0.0%
Other Charges	4,306	0	127,821	127,821	0.0%
Other Financing Uses	6,766	0	0	0	0.0%
TOTAL APPROPRIATIONS	105,632	0	300,255	300,255	0.0%
CHANGE IN FUND BALANCE	(48,821)	(2,307)	0	2,307	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

FUNCTION AND RESPONSIBILITIES

This budget was established as a “holding account” to track revenues from the City of Vallejo to the County, resulting from the FY2000/01 Southeast Vallejo Redevelopment Agreement between the County and the City of Vallejo.

This budget accounted for Southeast Vallejo Redevelopment Agreement settlement funds from the City of Vallejo and disburses funds to the Department of Resource Management-Public Works Division for eligible redevelopment projects.

DEPARTMENTAL BUDGET SUMMARY

All funds have been distributed during FY2012/13. Therefore, there is no Recommended Budget for FY2013/14.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	6	0	0	0	0.0%
TOTAL REVENUES	6	0	0	0	0.0%
APPROPRIATIONS					
Other Financing Uses	0	1,040	0	(1,040)	(100.0%)
TOTAL APPROPRIATIONS	0	1,040	0	(1,040)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

FUNCTION AND RESPONSIBILITIES

This Fund was originally established as a Special Revenue Fund to ensure that revenues received from the Nationwide Tobacco Master Settlement Agreement (MSA) were used to address health issues in the county. Initially, revenues were received directly under the MSA. In FY2002/03, the decision was made to securitize that revenue stream, eliminating the risks associated with such a structured settlement. Securitization proceeds could either be used for capital construction purposes, or distributed over time for general purposes through a process known as deallocation.

From FY2001/02 to FY2008/09, MSA income and deallocation monies generated by the securitization proceeds were received in Fund 020, Budget Unit (BU) 2000. From BU 2000, monies were annually transferred to Fund 239, from which they were available solely for the pursuit of health-related objectives.

During that period, money from Fund 239 was used to offset State cutbacks to health programs, support activities under the MSA Strategic Plans for Reducing Rates and Health Access (Coalition), and provide support for local Community Clinics as approved annually by the Board of Supervisors. Such applications of securitization proceeds enabled the County to free up General Fund dollars for other countywide priorities.

In January 2008, the Board approved the use of MSA securitization proceeds as a means of financing the Twin Campus Projects in Vallejo and Fairfield and the William J. Carroll Government Center (WJCGC) in Vacaville. Board approval also enabled the construction of a new public Health Laboratory, new Public Health Clinics in Vallejo and Fairfield, a dental clinic, new Mental Health facilities, and the WJCGC. The use of the funds for capital project investments ended the deallocation process and eliminated the annual revenue stream to Fund 020 and, thus, to Fund 239.

As part of the Board's continuing commitment to the Coalition, during the three-year Strategic Plan period from FY2008/09 through FY2010/11, MSA money was backfilled with General Fund contributions (\$8.2 million). FY2010/11 marked the third and final year of both, the Strategic Plan and the Board's stated commitment to appropriate General Fund dollars for the ongoing support to the Coalition's activities.

A combination of General Fund funding from the General Expenditures budget (BU 1903) and the unspent balance of funding left in this budget (BU 2390) financed the Coalition's activities in FY2011/12.

DEPARTMENTAL BUDGET SUMMARY

In FY2012/13, the remaining balance in this fund was transferred to the Health & Social Services Department to partially fund the Coalition's activities. Therefore, there is no Recommended Budget for this fund in FY2013/14.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	3,271	150	0	(150)	(100.0%)
TOTAL REVENUES	3,271	150	0	(150)	(100.0%)
APPROPRIATIONS					
Other Financing Uses	493,750	124,414	0	(124,414)	(100.0%)
TOTAL APPROPRIATIONS	493,750	124,414	0	(124,414)	(100.0%)
CHANGE IN FUND BALANCE	490,479	124,264	0	(124,264)	(100.0%)

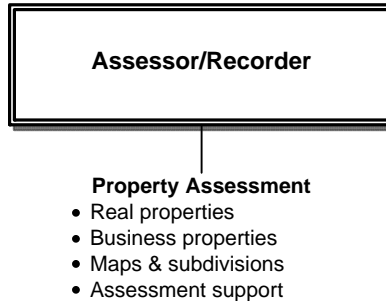
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

Since the funds are depleted, continued support for the Coalition's activities from this revenue source would need to shift to the General Fund or other sources.

See the Recommended Budget for General Expenditures (BU 1903) for contributions to non-County agencies.



DEPARTMENTAL PURPOSE

As mandated by the California Constitution, the County Assessor, an elected official, is governed by the California Constitution, the laws passed by the Legislature, and the rules adopted by the State Board of Equalization. The primary purpose of the County Assessor is to determine annually the full value of all taxable property within the County. In accordance with specific mandates by State, County and local jurisdictions, the County Assessor is responsible for identifying property and its ownership, and placing value on all taxable property within the County. This information is compiled into the Annual Assessment Roll and is reported to the State, the County Administrator’s Office, Treasurer/Tax Collector/County Clerk, Auditor-

Controller, other public agencies and to the public. In Solano County, the elected office of the County Assessor is combined with the County Recorder as a single Countywide elected position.

Budget Summary:	
FY2012/13 Third Quarter Projection:	5,947,614
FY2013/14 Recommended:	6,382,079
County General Fund Contribution:	3,848,834
Percent County General Fund Supported:	60.3%
Total Employees (FTEs):	35

FUNCTION AND RESPONSIBILITIES

The County Assessor annually identifies, locates, inspects, analyzes and estimates the assessed value of approximately 142,000 parcels, 6,700 business properties, 7,000 boats, 1,200 manufactured homes, and 200 aircraft located in the County. Additionally, the County Assessor reviews approximately 25,000 parcels from recorded documents, with full or partial ownership changes, analyzes legal descriptions, and verifies accurate ownership; annually performs approximately 62 mandatory audits; annually values approximately 600 Possessory Interest properties, 122 government owned properties, and 2,300 California Land Conservation (Williamson) Act properties; responds to written appeals from property owners contesting the taxable value of their property; receives, examines and processes applications from taxpayers requesting property tax exemptions (homeowners, disabled veterans and non-profits); maintains a complete set of assessment maps geographically identifying all real property within the County.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Continue to address an unprecedented workload associated with the collapse of the real estate market. The close of property tax year ending June 30,2012 saw approximately 11,000 additional properties placed on Proposition 8 status, which brings the estimated total to 78,000 (75,000 residential and 3,000 non-residential) properties whose values have been temporarily reduced due to the decline of the real estate market. Proposition 8 requires the Assessor to value property at the lesser of market value or factored base year value, also known as Proposition 13 value.
- Continued success using the Automated Valuation Model (AVM) software program to assist in the review of 115,000 residential properties for adjustments to current assessed values.
- Complete implementation of two additional AVM software modules to assist appraisal staff with the valuation of 40,000 residential properties (not on Proposition 8 status) and to address residential assessment appeals.
- Addressed 1,300 Proposition 8 review requests on all types of properties, both new and second reviews.
- Competed 12,000 changes in ownership and new construction valuations, and settled 550 assessment appeals.

Marc Tonnesen, Assessor/Recorder
Finance

- For the property tax year ending June 30, 2012, the number of reassessments, review requests, assessment appeals and valuation workloads exceeded the capacity of existing staff and automation resources and resulted in delays of Proposition 8 reviews of non-residential property types, i.e., commercial/industrial/agricultural/vacant land.
- Continue the Assessor Scanning Project integrating approximately 4 million records into the County Documentum and ScipsWeb system. Also explore ways to automate assessment/business correspondence that will create and integrate form letters into the SCIPS system.

WORKLOAD INDICATORS

- Perform annual reviews of 115,000 residential parcels and approximately 4,000 non-residential property types for Proposition 8 valuation purposes.
- Process an estimated 2,000 Proposition 8 review requests comprised of new and second reviews on all types of property.
- Perform an estimated 12,000 changes in ownership and new construction reassessments and valuations.
- Anticipate residential assessment appeal filings to double or triple from current average of 100 appeals for the FY2013/14 period as market values recover.
- Review, analyze and defend enrolled assessed values of 900 residential and non-residential properties under appeal by property owners. This is a 300% increase from the norm that existed prior to the collapse of the real estate market in 2007.
- Anticipate the volume of customer inquiries to increase as the market values recover.
- Review and process 6,500 business property statements to determine unsecured assessments; assess 7,000 boats and 200 aircrafts.
- Conduct approximately 62 required business audits.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
PROPERTY ASSESSMENT	2,735,912	3,074,573	2,533,245	(541,328)	(17.6) %
TOTAL REVENUES	2,735,912	3,074,573	2,533,245	(541,328)	(17.6) %
APPROPRIATIONS					
PROPERTY ASSESSMENT	5,543,985	6,342,745	6,382,079	39,334	0.6 %
TOTAL APPROPRIATIONS	5,543,985	6,342,745	6,382,079	39,334	0.6 %
NET COUNTY COST					
PROPERTY ASSESSMENT	2,808,073	3,268,172	3,848,834	580,662	17.8 %
NET COUNTY COST	2,808,073	3,268,172	3,848,834	580,662	17.8 %

STAFFING					
PROPERTY ASSESSMENT	36	34	35	1	2.9 %
TOTAL STAFFING	36	34	35	1	2.9 %

DEPARTMENTAL BUDGET SUMMARY

The Department’s Recommended Budget of \$6,382,079 represents a decrease of \$541,328 or 17.6% in revenues and an increase of \$39,334 or 0.6% in appropriations when compared to FY2012/13 Adopted Budget. As a result the Net County Cost is increased by \$580,662 or 17.8%.

The primary funding source for the Department is Assessment and Tax Collection Fees of \$2,305,705, which are estimated to decrease \$575,823 or 20% from the prior year’s adopted budget. These revenues are comprised of the Department’s

proportional share of property tax administration fees charged to cities and agencies (excluding schools) for the administration of property tax assessment, collection and allocation.

Another revenue source for the Department is SB813 Collection Fees, which represents the Assessor's share of 5% of supplemental tax billing receipts for the administration of the supplemental tax process. This revenue is shared with the Tax Collector and the Auditor-Controller. The anticipated increase of \$34,495 or 30.1% follows an increase in overall supplemental tax billings in FY2012/13.

Significant changes in the cost categories are:

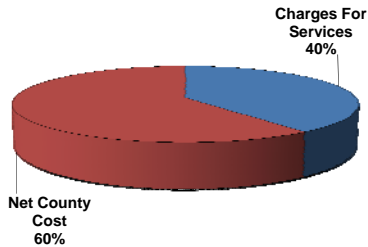
- Salaries and Employee Benefits costs of \$3,741,247 are projected to increase by \$121,343 or 3.4%. This is the net result of adding 1.0 FTE Senior Appraiser to address the current workload, increases of \$48,342 in retirement costs, and \$74,203 in health insurance costs, which are offset by a \$30,000 reduction in overtime pay and \$42,130 in projected salary savings.
- Services and Supplies reflect a net decrease of \$74,577 or 3.1%. The primary driver of the decrease is a \$114,659 reduction in the Department's share of Solano County Integrated Property System (SCIPS) charges and \$29,064 decrease in Liability Insurance, offset by increases of \$20,184 in Central Data Processing Service charges and \$14,400 for replacement computer equipment.
- Contracted Services are projected to increase by \$29,160 to \$645,000. Contracted services are used by the Department to mitigate the need for full time staff to meet its needs for specialized skills or short-term needs. These funds are also used to address the "at risk" assessed value exposure through assessment appeals. For FY2013/14, the following contracted services are proposed:
 - \$170,000 for mineral rights appraisals and appeals defense,
 - \$475,000 for consulting services to assist with assessment appeals defense.

DEPARTMENT COMMENTS

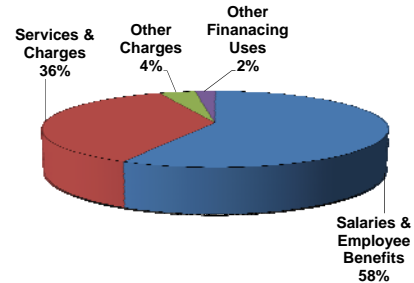
The numerous published reports of a real estate market in recovery have many potential impacts on the Assessor's Office. Assessed values on the rise have a positive impact on revenues from property taxes for local jurisdictions, but this market recovery is also likely to intensify the workload for the Department, including increases in assessment appeal applications, customer inquiries, customer education efforts, valuation review requests, and future developments that will need to be valued for the first time.

To address the anticipated rising workload, the Department will continue to expand the use of automated assessment tools and explore additional automated valuation modules that will help the Department process changes in ownerships and residential appeals. The Department is requesting 1.0 FTE Appraiser (Senior) to address the increased workload resulting from a recovering commercial real estate market, which generally lags the residential recovery. The Appraiser (Senior) will be responsible for the complex real property and business property assignments and assessment appeals defense.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	2,735,609	3,074,573	2,533,245	(541,328)	(17.6%)
Misc Revenue	303	0	0	0	0.0%
TOTAL REVENUES	2,735,912	3,074,573	2,533,245	(541,328)	(17.6%)
APPROPRIATIONS					
Salaries and Employee Benefits	3,218,051	3,619,904	3,741,247	121,343	3.4%
Services and Supplies	1,794,612	2,435,610	2,361,033	(74,577)	(3.1%)
Other Charges	365,650	253,078	258,418	5,340	2.1%
F/A Equipment	12,402	0	0	0	0.0%
Other Financing Uses	132,983	139,737	144,201	4,464	3.2%
Intra-Fund Transfers	20,286	(105,584)	(122,820)	(17,236)	16.3%
TOTAL APPROPRIATIONS	5,543,985	6,342,745	6,382,079	39,334	0.6%
NET COUNTY COST	2,808,073	3,268,172	3,848,834	580,662	17.8%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

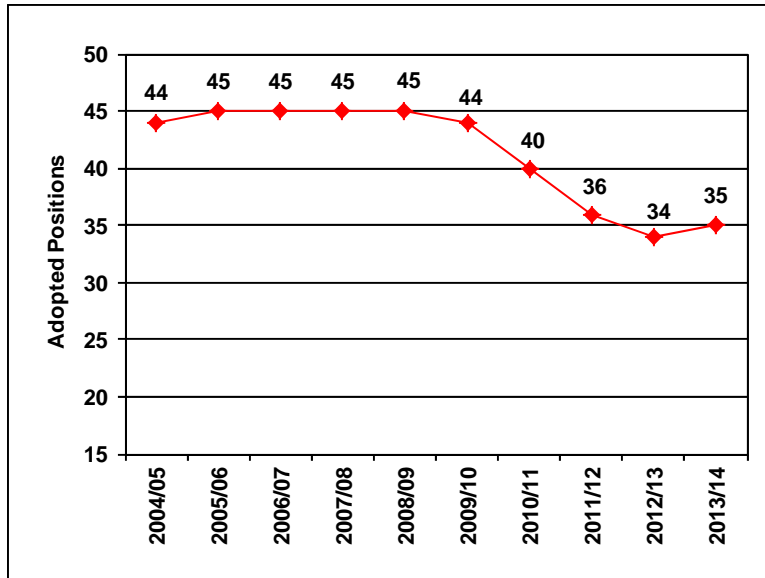
The Assessor's share of property tax administration fees were first recognized in the departmental budget in FY2011/12. This change in administrative policy aligns revenues in the same budget unit where the expenditures are incurred. Property tax administration fees are charged to cities and agencies to reimburse the County Assessor, Tax Collector, and Auditor for their costs related to the administration of property tax assessment, collection and allocation. The projected revenues from property tax administration fees represent the 52% recoverable costs of property tax administration. The portion of the property tax administration costs that is not recovered is attributed to the General Fund at 23% and the school districts at 25%. School districts are exempted by law from paying property tax administration fees. The reallocation of property tax revenues as a result of the dissolution of the redevelopment agencies has resulted in a significant decrease for FY2013/14 in the recoverable portion of the property tax administration fee.

SUMMARY OF POSITION CHANGES

The FY2013/14 Recommended Budget includes the following proposed position change:

- Add 1.0 FTE Appraiser (Senior) to address increased workload resulting from a recovering commercial real estate market.

STAFFING TREND

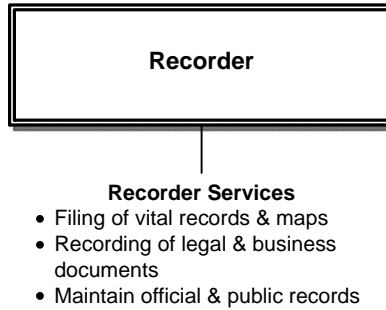


PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
2909 RECORDER	1,657,792	1,536,230	1,736,600	200,370	13.0 %
4000 RECORDER SPECIAL REVENUE	754,678	766,500	796,000	29,500	3.8 %
APPROPRIATIONS					
2909 RECORDER	1,570,559	1,585,754	1,589,836	4,082	0.3 %
4000 RECORDER SPECIAL REVENUE	406,050	965,328	900,518	(64,810)	(6.7) %
NET CHANGE					
2909 RECORDER	87,233	(49,524)	146,764	196,288	(396.3) %
4000 RECORDER SPECIAL REVENUE	348,628	(198,828)	(104,518)	94,310	(47.4) %

A summary of the budgets administered by the Assessor/Recorder's Office is provided on the following pages.



DEPARTMENTAL PURPOSE

The County Recorder is an elected official who acts as the perpetual guardian of land, birth, death and marriage records that have been entrusted to his safety and care. All functions of the Recorder are conducted under and adhere to the provisions of the State Constitution, State Codes and County Codes. In Solano County, the elected office of the County Recorder is combined with the County Assessor as a single countywide elected position.

Budget Summary:	
FY2012/13 Third Quarter Projection:	1,618,447
FY2013/14 Recommended:	1,589,836
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	13

FUNCTION AND RESPONSIBILITIES

Under the Recorder's Office, four units work together to securely handle a variety of documents on behalf of the public and state.

- The Examining Unit receives, examines and records land title documents, military records, maps and construction contracts. It also provides certified copies of documents and assists the general public.
- The Indexing/Verifying Unit indexes all land title and vital records to create a searchable database so all records are easily retrievable. To ensure accuracy of the recorded documents index, every document is quality-control checked by the unit's staff.
- The Scanning Unit images all records, filed and registered, that are accepted by the Recorder's Office. To ensure accuracy and reproducibility, every document is quality-control checked by the unit's staff. In addition, microfilm copies of records are produced for archival storage in compliance with law.
- The Vital Records Unit, by statute, provides search, retrieval and certified record services where the public can obtain legal copies of birth, death and marriage documents.

In accordance with the California Revenue and Taxation Code, a tax is imposed on each recorded document in which real property is sold; a tax on deeds transferring, granting, assigning or otherwise conveying title of property within the county. The Recorder's Office collects and distributes these Documentary Transfer Taxes on behalf of the County and cities.

The Recorder's Office also acts as the central collector of additional mandated fees associated with the recording of documents and distributes that revenue to the benefiting agencies. On a daily basis the Recorder collects and disburses special fees and surcharges over and above actual recording fees for these agencies. Presently, the Recorder's Office collects funds for Trial Court Funding, family violence prevention, local spousal and child abuse programs, the Assessor, the District Attorney, Resource Management's Public Works Division, State Department of Health, and all cities in Solano County.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- The Recorder's Office indirectly supports health and public safety programs by collecting revenues on their behalf. In 2012, the Recorder's Office collected \$10,500 for the State of California's Family Law Trust Fund, \$37,000 for the County's Office of Family Violence Prevention, and \$83,200 for the County's Children's Trust, which funds child neglect and abuse prevention and intervention programs. Also collected was \$346,000 for the Trial Court Fund to help State court operating

costs and \$230,916 for the District Attorney's Real Estate Fraud Prosecution Fund.

- In 2007, the Governor signed into law Assembly Bill 1168 which requires county recorders to establish a social security number truncation program. Under the program, any social security number contained in the public record dating back to January 1, 1980, was to be truncated by redacting the first five digits of the number. On August 1, 2012, the Recorder's Office completed truncating documents dating back to 1980. Since the program's inception in 2008 more than 3,134,248 documents were reviewed. On the approximately 272,390 documents where social security numbers were found, those numbers were truncated. The Recorder's Office continues to truncate current documents as they are recorded.
- In FY2013/14 the Recorder's Office continues its plan to implement the Electronic Recording Delivery System (ERDS) that will allow the electronic receipt of documents for recording and to refine the auto-indexing program in order to further enhance accuracy.
- The Recorder's Office, recognizing a need in public services and in keeping with current technology trends, has implemented a point-of-sale system that accepts cash, check, and credit and debit charges. This will enable the Recorder's Office to obtain more reliable payment methods and provide easier payment options and transactions to the public.

WORKLOAD INDICATORS

- In 2012, the Department examined, recorded, indexed, mailed back to owners over 144,500 documents; the Department anticipates maintaining, if not exceeding, this figure in the upcoming fiscal year.
- In the same period close to 18,500 official birth, death, and marriage certificates were issued as well as over 6,200 certified copies of official records.

DEPARTMENTAL BUDGET SUMMARY

The Department's Recommended Budget of \$1,589,836 represents an increase of \$200,370 or 13.0%, in revenues and a decrease of \$4,082 or 0.3% in expenditures when compared to FY2012/13 Adopted Budget. As a result, the Net County Cost is decreased by \$196,288.

The primary funding source for the Recorder's Office is Recording Fees of \$1,500,000 for the recording of official documents. For FY2013/14, the Recorder's Office estimates an increase of \$180,000 over the previous fiscal year due to an anticipated increase in the number of documents recorded. Photo/Microfiche Copy fees, which are charged for the issuance of official records and vital statistics such as marriage and birth certificates, are estimated to increase \$27,500 to \$210,000.

Salaries and Benefits of \$1,107,998 reflect a decrease of \$51,472 or 4.4%, primarily due to the elimination of a vacant Office Assistant III (limited term) position. A portion of the salaries and benefits for the Department Head, Assistant Department Head and Office Coordinator are reflected as an intra-fund transfer of \$154,820.

Services and Supplies are anticipated to increase \$15,513 or 10.6%, led primarily by increases in technology support – \$10,000 increase in Solano County Integrated Property System (SCIPS) costs and \$3,738 in Central Data Processing Services charges – and a \$2,569 increase insurance risk management.

Postage expenses are anticipated to increase \$26,000 or 14.4% as a result of an increased need to return documents submitted for recording.

Countywide Administration Overhead charges increased \$14,012 or 40.7%.

Summary of Other Administered Budgets

**2909 – Fund 001-Recorder
 Marc Tonnesen, Assessor/Recorder
 Other Protection**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	1,634,131	1,502,500	1,710,000	207,500	13.8%
Misc Revenue	23,661	33,730	26,600	(7,130)	(21.1%)
TOTAL REVENUES	1,657,792	1,536,230	1,736,600	200,370	13.0%
APPROPRIATIONS					
Salaries and Employee Benefits	1,266,058	1,159,470	1,107,998	(51,472)	(4.4%)
Services and Supplies	111,418	146,699	162,212	15,513	10.6%
Other Charges	97,199	34,437	48,449	14,012	40.7%
Other Financing Uses	53,188	43,872	40,843	(3,029)	(6.9%)
Intra-Fund Transfers	42,696	201,276	230,334	29,058	14.4%
TOTAL APPROPRIATIONS	1,570,559	1,585,754	1,589,836	4,082	0.3%
NET COUNTY COST	(87,233)	49,524	(146,764)	(196,288)	(396.3%)
STAFFING					
RECORDER	13	14	13	-1	(7.1) %
TOTAL STAFFING	13	14	13	-1	(7.1) %

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the Department’s position allocations since the FY2012/13 Adopted Budget include:

- In May 2013 as part of the Third Quarter Report, the Board of Supervisors approved the deletion of a vacant 1.0 FTE Office Assistant III (Limited Term)

PENDING ISSUES AND POLICY CONSIDERATIONS

The Recorder’s Office continues to anticipate the implementation of the Electronic Recording Delivery System (ERDS), which allows for the acceptance of electronic documents for recordation. This system will provide significant convenience to the public and will result in greater efficiency and accuracy by more readily accepting documents for recordation.

FUNCTION AND RESPONSIBILITIES

The purpose of this special revenue fund is to recognize and account for the restricted use of fees collected as part of the Recorder’s Office Micrographic, Modernization and Social Security Number (SSN) Truncation Program funds. Under the authority of Government Codes 27361.4, 27361(c) and 27361(d) these funds allow for public reporting and provide the appropriate safeguards for taxpayer investments. Each fund’s budget unit and use is described below.

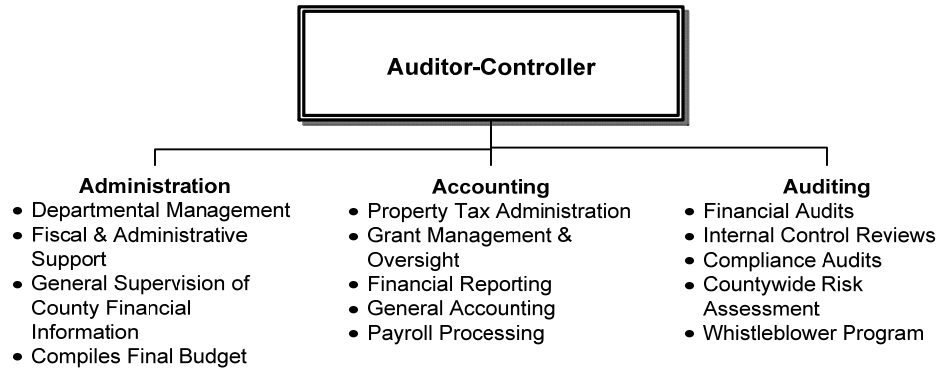
- BU 4001: The **Micrographics** fund defrays the cost of converting the Recorder’s document storage system to micrographics. These funds are used only for the process of converting images to microfilm for archival purposes. Government Code 27361.4
- BU 4002: The **Modernization** fund is available solely to support, maintain, improve and provide for the full operation for modernized creation, retention and retrieval of information in the Recorder’s system for recorded documents. Examples in the use of this fund is to enhance and maintain the document management system, upgrade computers used by staff and the general public, and for the purpose of training staff on the system. Government Code 27361 (c)
- BU 4003: The **SSN Truncation Program** fund is used for the creation and maintenance of the Recorder’s SSN Truncation Program. This program protects Solano County citizens and the public from identity theft. Funds from this program are strictly dedicated to create and maintain a dual records system, containing two separate yet similar data bases, one for “Official Records” which contain Social Security Numbers but are exempt from the Public Records Act (except pursuant to a subpoena or Court order), and the other for “Public Records” that are an exact copy of the “Official Records” except for a truncated social security number. Government Code 27361 (d)

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	45,076	28,500	46,000	17,500	61.4%
Charges For Services	709,602	738,000	750,000	12,000	1.6%
TOTAL REVENUES	754,678	766,500	796,000	29,500	3.8%
APPROPRIATIONS					
Services and Supplies	186,242	707,231	678,421	(28,810)	(4.1%)
Other Charges	15,928	18,216	18,216	0	0.0%
F/A - INTANGIBLES	0	36,000	0	(36,000)	(100.0%)
Other Financing Uses	203,881	203,881	203,881	0	0.0%
TOTAL APPROPRIATIONS	406,051	965,328	900,518	(64,810)	(6.7%)
CHANGE IN FUND BALANCE	(348,628)	198,828	104,518	(94,310)	(47.4%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- Recording fees of \$595,000 are projected to increase by \$12,000 or 2.1% due to the estimated increase in the number of documents to be recorded. These fees are split between two programs in the amount of \$485,000 for Modernization (BU 4002) and \$110,000 for Social Security Number Truncation (BU 4003).
- Interest revenue garnered from these funds is expected to increase \$17,500 or 61.4% to \$46,000.
- Service and Supplies are projected to decrease \$28,810 or 4.1%, which is primarily the result of a \$23,500 decrease in Controlled Assets due to a decrease in the number of computers requiring replacement this fiscal year.
- Contracted Services of \$429,301 include contracts with PFA, Inc. for the conversion of existing microfilm to a searchable digital format, and Electronic Recording Delivery System to allow for the electronica submittal of documents for recording electronically.

See related Budget Unit 9115 – Fund 215 Contingencies (refer to Contingencies section of the Budget).



DEPARTMENTAL PURPOSE

The elected Auditor-Controller performs the duties of the office under the legal authority provided within Government Code Sections 26880 and 26900. The Auditor-Controller is the principal financial and accounting officer of the County.

Budget Summary:	
FY2012/13 Third Quarter Projection:	3,914,487
FY2013/14 Recommended:	4,245,082
County General Fund Contribution:	483,234
Percent County General Fund Supported:	11.3%
Total Employees (FTEs):	33

FUNCTION AND RESPONSIBILITIES

The Auditor-Controller exercises general supervision of the financial information and accounts of all departments, districts and agencies under the control of the Board of Supervisors. The Auditor-Controller exercises this authority through its Administration, Accounting and Auditing functions. The Auditor-Controller develops and enforces accounting policies and procedures; enforces budgetary controls and other administrative policies; ensures financial reporting in accordance with County policies, State and Federal laws, and Governmental Accounting Standards; processes payroll and related transactions for over 2,500 employees; manages the debt service funds for all long-term debt of the County; manages the Countywide Financial Information System and the PeopleSoft System (for payroll-related functions); administers the property tax apportionment system of the County; monitors all Federal and State assistance; prepares the Countywide Cost Allocation Plan; performs audits, internal control reviews; administers the County’s Whistleblower Program and promotes internal controls.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Implemented IntelliTime, a countywide time and attendance system, to increase accountability, improve accuracy and efficiency in managing employee leave and time reporting. The rules by bargaining unit have been incorporated into this system, thereby improving consistency and accuracy in time reporting.
- Implemented a countywide automated purchasing process which resulted in a more efficient purchasing process through the elimination of paper-intensive processes, duplicate data entry, sharing of data, and automation of approvals.
- Developed and presented the Control Self-Assessment Program to County managers. As departments continue to downsize, internal controls are generally always compromised. This program is a tool for County managers to assess their control environment and identify control deficiencies. The Internal Audit Division will continue to evaluate each department’s results and provide feedback.
- In December 2011, the State Supreme Court validated the legality of ABX1 26 allowing the State to dissolve Redevelopment Agencies (RDAs). As a result, the Auditor-Controller became the fiscal agent to oversee the dissolution of these RDAs. The legislation imposed additional accounting and reporting requirements on the Auditor-Controller for the administration of the Redevelopment Property Tax Trust Fund for 18 redevelopment projects. The Auditor-Controller continues to administer the winding down of the Redevelopment Successor Agencies affairs.
- Recipient of two awards for excellence in financial reporting from the Government Finance Officers Association and the State Controller’s Office. Continue to receive unqualified (clean) audit opinions on the County’s Comprehensive Annual Financial Report.

WORKLOAD INDICATORS

In the past fiscal year, the Department:

- Processed over 70,000 vendor claims, deposit permits, journal entries, encumbrance adjustments, appropriation transfers, and wire/electronic fund transfers in the financial system.
- Processed over 90,000 payroll checks, payroll and benefit adjustments, direct deposit changes, tax withholding changes, garnishments, disability integration adjustments, provider payments, accrued leave payoffs, and COBRA payments.
- Administered over 1,000 tax rate areas generating over \$444 million in property taxes, which were calculated, allocated and paid to 75 taxing entities.
- Administered over 210,000 special assessments levied by cities, agencies and special districts totaling \$59 million and researched, calculated, and issued over 8,500 property tax refunds.
- Employed over 6,800 hours to perform financial/compliance audits, process reviews, and reviews of internal controls. The audit hours were allocated as follow:
 - 755 hours assigned to Health and Social Services
 - 1,563 hours assigned to Mandated Financial Audits
 - 2,140 hours assigned to Special District and Other Financial Audits
 - 2,342 hours assigned to Countywide Reviews and Other Activities

During FY2012/13, Auditor-Controller staff spent a significant amount of staff resources on the following projects:

- 3,000 hours on the IntelliTime Project
- 860 hours on the Purchasing Project
- 3,400 hours on Redevelopment Dissolution Act (ABX1 26)

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ACO-ADMINISTRATION	534,043	509,863	842,928	333,065	65.3 %
ACO-ACCOUNTING	2,169,992	2,276,567	2,389,242	112,675	4.9 %
ACO-AUDITING	477,188	476,911	529,678	52,767	11.1 %
TOTAL REVENUES	3,181,223	3,263,341	3,761,848	498,507	15.3 %
APPROPRIATIONS					
ACO-ADMINISTRATION	811,792	809,087	835,006	25,919	3.2 %
ACO-ACCOUNTING	2,506,655	2,731,721	2,894,227	162,506	5.9 %
ACO-AUDITING	520,657	511,084	515,849	4,765	0.9 %
TOTAL APPROPRIATIONS	3,839,104	4,051,892	4,245,082	193,190	4.8 %
NET COUNTY COST					
ACO-ADMINISTRATION	277,749	299,224	(7,922)	(307,146)	(102.6) %
ACO-ACCOUNTING	336,663	455,154	504,985	49,831	10.9 %
ACO-AUDITING	43,469	34,173	(13,829)	(48,002)	(140.5) %
NET COUNTY COST	657,881	788,551	483,234	(305,317)	(38.7) %

Functional Area Summary

**1200 – Fund 001-Auditor-Controller
Simona Padilla-Scholtens, Auditor-Controller
Finance**

STAFFING					
ADMINISTRATION	3	3	3	0	0.0 %
ACCOUNTING	21	23	25	2	8.7 %
AUDITING	5	5	5	0	0.0 %
TOTAL STAFFING	29	31	33	2	0.0 %

DEPARTMENTAL BUDGET SUMMARY

The Department's Recommended Budget of \$4,245,082 in appropriations represents an increase of \$193,190 or 4.8% when compared to FY2012/13 Adopted Budget. The budgeted revenues of \$3,761,848 reflect an increase of \$498,507 or 15.3% when compared to FY2012/13 Adopted budget. As a result, Net County Cost is decreased by \$305,317 or 38.7% from FY2012/13 Adopted Budget.

The primary funding sources for the Auditor-Controller's Office are as follows:

- County administrative overhead (A87) revenues of \$2,140,071 reflect an increase of \$309,567 from prior year. A87 revenues are received from County departments for their allocated share of costs for accounting, financial and/or audit services provided by the Auditor-Controller's Office.
- Assessment and tax collection fees of \$565,000 reflect a projected decrease of \$82,070 or 13% from prior year. These revenues are for financial and accounting services provided to other funds, taxing entities and special districts and include the Property Tax Administration Fees (PTAF) charged to the local taxing entities. The decrease in PTAF is a result of the shift in resources due to the dissolution of the redevelopment agencies. The Auditor-Controller recovers direct costs related to the RDA dissolution from the successor agencies of the former Redevelopment Agencies rather than through PTAF. See related increase in Other Charges for Services revenues below.
- Auditing and accounting fees of \$400,310 reflect a projected increase of \$76,747 or 24%. These are fees for services to special districts and other governmental agencies. Most special districts are on a biennial cycle for auditing. As a result, there is an increase in the number of special district audits to be performed in FY2013/14.
- Other Charges for Services revenues of \$356,300 reflect a projected increase of \$229,057 or 180%. The increase is due to charges to the successor agencies of the former redevelopment agencies for administrative support costs resulting from the dissolution of the redevelopment agencies.
- Revenues from Inter-fund Services Provided of \$231,591 reflect a projected decrease of \$31,004 or 13%. These are revenues received from non-General Fund departments, such as Health and Social Services, First 5 Solano, Sheriff, Public Facilities Fees and East Vallejo Fire Protection District, for accounting and auditing services. The net decrease is the result of anticipated decreases in direct charges to the Public Facilities Fees fund for accounting and auditing services, to the Sheriff's Department for the cost of a disability clerk due to a delay in hiring/transitioning the disability clerk function to the Auditor-Controller's Office, offset by an increase in charges to the Micro Enterprise Loan fund for administrative support.
- Revenues from Intra-fund Services – Accounting and Audit of \$154,920 reflect a projected decrease of \$660. These revenues are from charges to the Treasury for accounting and financial services. The decrease is primarily due to a decrease in audit rates.

The primary costs for the Auditor-Controller's Office are salary and benefits and central data processing (CDP) charges.

Appropriations for salaries and benefits for FY2013/14 total \$3,548,280, a net increase of \$183,826 from FY2012/13 Adopted Budget. The net increase in salaries and benefits is the result of the following:

- Salaries/Wages are expected to increase by \$88,328 due to:
 - Funding for the new Systems Accountant approved in November 2012 to assist in automating countywide accounting processes through the County's Integrated Fund Accounting System (IFAS).
 - Anticipated step increases for staff.
 - In addition, the Recommended Budget includes adding a 1.0 FTE Account Clerk II. This position will be assigned to the Payroll Division to assume the responsibilities for processing special leaves from the departments.

-
- Health insurance costs are projected to increase by \$51,996 due to an increase in staff and an increase in health insurance rates and changes in employee coverage levels.
 - Retirement costs are projected to increase by \$36,894 due to an increase in the contribution rate and an increase in staff.
 - Unemployment insurance reflects an increase of \$10,379 due to the countywide rate holiday in FY2012/13.

Appropriations for central data processing services of \$187,912 are projected to increase by \$12,313, and Solano County Integrated Property System (SCIPS) charges of \$202,268 are projected to decrease by \$31,215 or 13% over the prior fiscal year. These rates are determined by the Department of Information Technology (DOIT) based on departmental costs to provide, maintain and support computer hardware, software and systems for the IFAS, PeopleSoft (key central automated systems) and SCIPS; the Auditor-Controller has no determinant control over DOIT rate charges.

The Recommended Budget also includes contract services (Accounting and Financial Services) totaling \$111,476, of which \$102,726 is for Macias, Gini, O'Connell, LLP, an independent CPA firm, to perform the countywide audit of the County's Comprehensive Annual Financial Report and Single Audit.

The budget also includes appropriations of \$8,790 to replace six computers on DoIT's Computer Refresh Schedule. The DoIT Refresh Schedule shows 12 computers over five years old, which exceeds the established recommended retention period; however six of these are due for refresh in June 2014 and will be included in the Department's FY2014/15 requested budget.

DEPARTMENT COMMENTS

The Auditor-Controller performs countywide functions and oversees the County budget, which is over \$840 million. The Department continues to work with the DoIT to complete the implementation of countywide technology solutions to improve efficiency and provide countywide automated solutions to current manual processes as follows:

- IntelliTime System automates the leave request and time sheet reporting process while incorporating the Memorandum of Understanding rules of the numerous bargaining units.
- Countywide automation of purchasing and disbursements workflow process. This project will automate the purchase requisition to payment process while eliminating duplicate data entry on various forms within the accounting system.
- SCIPS-Property tax automation of supplemental refunds project will eliminate the labor-intensive manual process for issuing supplemental tax refunds. Since FY2006/07, the county has experienced a significant increase in the number of supplemental refunds.

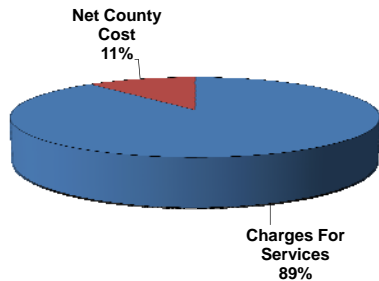
In addition to the countywide automation projects, the Auditor-Controller's Office continues to work with the County Administrator's Office and Department of Human Resources to centralize the State Disability Integration process within the Auditor-Controller's Office. The Auditor-Controller has centralized this process for all departments except for the Sheriff's Department. The centralization for the Sheriff's Department is scheduled for January 2014. This process will improve the timeliness and efficiency of integrating employees' state disability benefits with the County's leave program.

The dissolution of RDAs will continue to require staff resources as the role and responsibilities of the Auditor-Controller's Office evolves due to the complexities of each RDA successor agency.

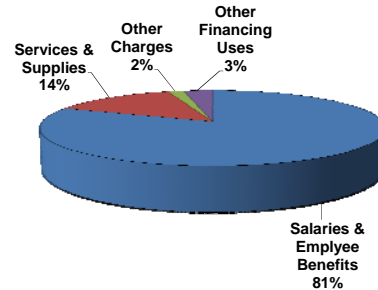
The Auditor-Controller and DoIT will also be working on major upgrades to both IFAS (County financial system) and PeopleSoft (County payroll system). The upgrades are necessary to ensure the efficient operation of the systems but will also provide additional functionalities to improve processes.

The implementation of the automation projects, the additional responsibilities imposed by legislative changes, and the staff vacancies continue to put a strain on already-lean resources in the Auditor-Controller's Office; however, the benefits of these projects will save countywide resources and improve efficiencies.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev State	14,656	12,860	8,170	(4,690)	(36.5%)
Charges For Services	3,166,180	3,250,481	3,753,678	503,197	15.5%
Misc Revenue	386	0	0	0	0.0%
TOTAL REVENUES	3,181,222	3,263,341	3,761,848	498,507	15.3%
APPROPRIATIONS					
Salaries and Employee Benefits	3,196,847	3,364,454	3,548,280	183,826	5.5%
Services and Supplies	552,783	611,404	604,052	(7,352)	(1.2%)
Other Charges	77,045	72,131	75,148	3,017	4.2%
Other Financing Uses	139,019	135,916	141,524	5,608	4.1%
Intra-Fund Transfers	(126,591)	(132,013)	(123,922)	8,091	(6.1%)
TOTAL APPROPRIATIONS	3,839,103	4,051,892	4,245,082	193,190	4.8%
NET COUNTY COST	657,881	788,551	483,234	(305,317)	(38.7%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

While the Auditor Controller has consistently proposed and executes a lean budget, with only minor variances, from year to year, the FY2013/14 Recommended Budget reflects a change in revenue streams. The Department projects a significant increase of \$498,507 in revenues, mostly as a result of State mandated reimbursable work to be performed due the dissolution of redevelopment agencies, and also as a result of additional charges for services from the assumption and consolidation of several payroll functions within the Department of work previously performed by individual departments. The higher revenues are anticipated to continue for a longer term, resulting in an ongoing reduction in Net County Cost.

SUMMARY OF POSITION CHANGES

Changes in the Auditor-Controller's position allocation from the FY2012/13 Adopted Budget are provided below:

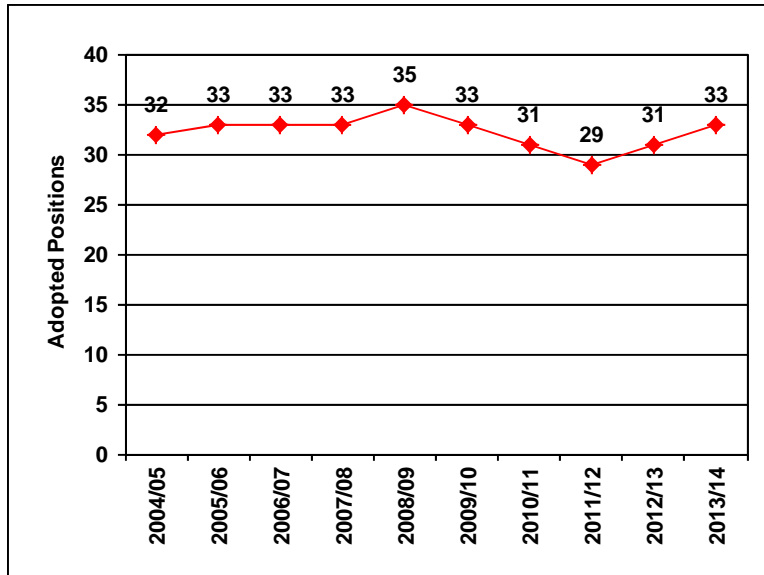
- In November 2012, the Board of Supervisors approved the addition of 1.0 FTE Systems Accountant position to assist in automating countywide accounting processes through the County's Integrated Fund Accounting System (IFAS). The FY2013/14 Requested Budget reflects the annual cost of this position.

The FY2013/14 Recommended Budget includes the proposed position changes:

- Convert a limited-term 1.0 FTE Accountant/Auditor II, which was approved through March 2014, to a regular 1.0 FTE Account/Auditor II position due to the ongoing administrative support needed for the added responsibilities imposed by the dissolution of the RDAs.

- Add a 1.0 FTE Accounting Clerk II (C) to centralize the leave administration process in the Auditor’s Office. The integration of disability benefits was transferred from County departments to the Auditor’s Office in FY2012/13. The final transition of the centralized leave administration function is expected to occur in January 2014; therefore, the funding for this position is requested beginning in January 2014. In addition, this will be offset by the deletion/transfer of an equivalent position in the Sheriff’s Office. The consolidation of these functions will result in countywide efficiencies that will provide departments additional capacities that can be redirected to other critical tasks.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The Department is anticipating two retirements during FY2013/14. The expected accrued leave payoff for these two retirements is estimated at \$201,200. This payoff is not reflected in the Department’s budget due to the uncertainty and timing of the retirements.

Summary of Other Administered Budgets

**1200 – Fund 001-Auditor-Controller
 Simona Padilla-Scholtens, Auditor-Controller
 Finance**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1101 GENERAL REVENUE	134,150,703	131,229,000	133,051,000	1,822,000	1.4 %
5908 COUNTY DISASTER FUND	151,619	-	-	-	0.0 %
8006 PENSION DEBT SERVICE	11,750,592	24,690,061	27,300,581	2,610,520	10.6 %
8032 2002 CERTIFICATES OF PARTICIPA	3,158,605	3,142,600	-	(3,142,600)	(100.0) %
8034 HSS ADMIN/REFINANCE SPHF	2,563,793	2,518,188	2,515,823	(2,365)	(0.1) %
8036 2013 CERTIFICATES OF PARTICIPA	-	-	462,183	462,183	0.0 %
8037 2007 CERTIFICATES OF PARTICIPA	4,816,972	7,614,656	7,910,996	296,340	3.9 %
APPROPRIATIONS					
1101 GENERAL REVENUE	456,918	410,000	410,000	-	0.0 %
5908 COUNTY DISASTER FUND	-	151,619	-	(151,619)	0.0 %
8006 PENSION DEBT SERVICE	12,422,554	9,842,084	10,951,830	1,109,746	11.3 %
8032 2002 CERTIFICATES OF PARTICIPA	3,155,697	3,142,600	-	(3,142,600)	(100.0) %
8034 HSS ADMIN/REFINANCE SPHF	2,564,306	2,518,168	2,515,823	(2,345)	(0.1) %
8036 2013 CERTIFICATES OF PARTICIPA	-	-	462,183	462,183	0.0 %
8037 2007 CERTIFICATES OF PARTICIPA	4,817,427	4,818,262	7,910,996	3,092,734	64.2 %
NET CHANGE					
1101 GENERAL REVENUE	133,693,785	130,819,000	132,641,000	1,822,000	1.4 %
5908 COUNTY DISASTER FUND	151,619	(151,619)	-	151,619	(100.0) %
8006 PENSION DEBT SERVICE	(671,962)	14,847,977	16,348,751	1,500,774	10.1 %
8032 2002 CERTIFICATES OF PARTICIPA	2,908	-	-	-	0.0 %
8034 HSS ADMIN/REFINANCE SPHF	(512)	20	-	(20)	(100.0) %
8036 2013 CERTIFICATES OF PARTICIPA	-	-	-	-	0.0 %
8037 2007 CERTIFICATES OF PARTICIPA	(455)	2,796,394	-	(2,796,394)	(100.0) %

A summary of the budgets administered by the Auditor-Controller’s Office is provided on the following pages.

FUNCTION AND RESPONSIBILITIES

The General Revenue budget accounts for revenues not attributable to a specific County service or department. These revenues are available to support the County's general-purpose appropriations in accordance with the Board's priorities. The types of revenues include property tax, property transfer tax, sales tax, property tax in-lieu of vehicle license fees, interest earnings, redevelopment residual revenues and disposal fees.

DEPARTMENTAL BUDGET SUMMARY

Budgeted revenues of \$133,051,000 reflect a net increase of \$1,822,000 or 1.4% when compared to the FY2012/13 Adopted Budget. Significant changes to the FY2013/14 Recommended Budget's revenues reflect a net change in various revenue sources and include:

Increases of:

- \$730,000 in Current Unsecured Property Taxes primarily due to an increase in business property values from the wind farms
- \$100,000 in Property Transfer Tax and \$75,000 in Recording Fees due to an increase in real estate activity.
- \$3,895,000 in ABX1 26 Residual Taxes due to the dissolution of the Redevelopment Agencies (RDAs). Residual taxes are distributed to the taxing entities after payment of the enforceable obligations and pass-through payments of the successor agencies.
- \$13,430,000 in ABX1 26 Pass-Through (Agreement) due to the dissolution of the RDAs. This amount represents the General Fund's share of former pass-through agreements.
- \$150,000 increase in Motor Vehicles in Lieu revenues. This amount represents any excess Motor Vehicle in Lieu from prior year and is determined and distributed by the State Controller's Office. This amount varies each year and is dependent on the amount collected in the prior year.
- \$59,000 in unitary taxes due to an increase in assessed values as determined by the State Board of Equalization.

Decreases of:

- \$462,000 in Secured Property Taxes due to Prop 8 reductions and other reductions to the secured roll.
- \$431,000 in Property Tax in Lieu of VLF revenues due to adjustments to the secured roll as noted above.
- \$129,000 in interest income due to lower interest yield based on current economic conditions.
- \$15,200,000 in Redevelopment Pass-Through Payments due to the dissolution of the RDAs. The County no longer receives RDA Pass-Through payments via this account. Any pass-through revenues are now received in ABX1 26 Pass-Through Agreements line item (subobject 0009020) as part of the dissolution of the RDAs. See related increase in ABX1 26 Pass-Through Agreements above.
- \$380,000 in Disposal Fees due to an expected decrease in tonnages at both landfills. Tonnages are expected to decrease at one of the landfills due to potential loss in one contract and at the other landfill due to a decrease in waste received due to higher diversion rates (increased recycling).

The FY2013/14 Recommended Budget includes appropriations of \$410,000, which is the same as FY2012/13 Adopted Budget and reflects estimated property tax refunds and contracted services with HdL Associates for sales tax recovery audits.

Summary of Other Administered Budgets

1101 – Fund 001-General Revenue
Simona Padilla-Scholtens, Auditor-Controller
Legislative & Administration

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Taxes	110,456,435	102,150,000	119,471,000	17,321,000	17.0%
Licenses, Permits & Franchise	800,356	510,000	510,000	0	0.0%
Revenue From Use of Money/Prop	682,825	531,000	402,000	(129,000)	(24.3%)
Intergovernmental Rev State	1,616,300	1,378,000	1,513,000	135,000	9.8%
Intergovernmental Rev Other	8,737,708	15,200,000	0	(15,200,000)	(100.0%)
Charges For Services	3,511,515	3,400,000	3,095,000	(305,000)	(9.0%)
Misc Revenue	8,131,797	8,060,000	8,060,000	0	0.0%
Other Financing Sources	213,767	0	0	0	0.0%
TOTAL REVENUES	134,150,703	131,229,000	133,051,000	1,822,000	1.4%
APPROPRIATIONS					
Services and Supplies	56,172	50,000	50,000	0	0.0%
Other Charges	400,746	360,000	360,000	0	0.0%
TOTAL APPROPRIATIONS	456,918	410,000	410,000	0	0.0%
NET COUNTY COST	(133,693,785)	(130,819,000)	(132,641,000)	(1,822,000)	1.4%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget for Secured Property Taxes and Property Tax in Lieu of VLF reflect an anticipated 1% increase over the FY2012/13 third Quarter Projections due to an anticipated net increase in assessed values; however, this estimate is still less than the FY2012/13 Adopted Budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

Measure E Appeals Hearing is still ongoing but should not have significant monetary impact to future disposal fees. The Governor signed AB845 in September 2012 which removes the existing voter-approved limits on waste importation effective January 2013. The Appeals Hearing would still move forward to final resolution.

New disposal contracts by the active landfills within Solano County may assist in stabilization or improvement of disposal fees. On May 2, 2013 the Napa-Vallejo Waste Management Authority (Authority) authorized negotiations with Potrero Hills Landfill for disposal of their waste from January 1, 2014 through December 31, 2018. A contract still needs to be developed and approved by the Authority before waste can be provided to Potrero Hills Landfill, so the true impact of this authorization is not yet known and will be evaluated at Midyear.

FUNCTION AND RESPONSIBILITY

To provide a separate budget unit to account for the payment of County costs associated with disasters.

The Solano County Office of Emergency Services (OES) proclaimed the existence of a local emergency due to the severe winter storms beginning on December 31, 2005. County facilities and roads experienced severe damage due to the intensity of the storms and ensuing flooding. Subsequently, Solano County was declared a federal disaster area hence qualifying for Federal Emergency Management Agency (FEMA) assistance. This budget unit was activated to mitigate the impact of disaster repairs on County departments and facilitate the tracking and claiming of insurance and FEMA reimbursements.

DEPARTMENTAL BUDGET SUMMARY

In FY2012/13 all reimbursements have been received for claims made related to 2005 Disaster Declaration. As a result, there is no Recommended Budget for FY2013/14

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Misc Revenue	151,619	0	0	0	0.0%
TOTAL REVENUES	151,619	0	0	0	0.0%
APPROPRIATIONS					
Other Financing Uses	0	151,619	0	(151,619)	(100.0%)
TOTAL APPROPRIATIONS	0	151,619	0	(151,619)	(100.0%)
NET CHANGE	(151,619)	151,619	0	(151,619)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

Debt Service Overview
Simona Padilla-Scholtens, Auditor-Controller
Debt

Long-term Financial Obligations

The County has no outstanding general obligation bonds. The County's outstanding long-term debts as of June 30, 2013 are as follows:

<u>Type</u>	<u>Total</u>
Notes payable	\$ 1,047,691
Capital leases	81,530
Certificates of Participation	115,405,000
Pension obligation bonds	<u>61,285,000</u>
Total	<u>\$ 177,819,221</u>

Notes payable

The County entered into a note payable agreement with the Suisun Redevelopment Agency to finance the County's share of the construction costs of the Suisun City Library. Due to the dissolution of redevelopment agencies under ABX1 26, effective February 1, 2012 this note was transferred to the Suisun City Successor Agency. In addition, the County has entered into a note payable agreement with Key Government Financials to finance the acquisition of voice-over-internet-protocol equipment.

Capital leases

The County has entered into a lease agreement with Motorola as lessee for financing the acquisition of equipment for the Sheriff's Department.

Certificates of Participation

The County issued Certificates of Participation (COP) to provide funds for the acquisition and construction of major capital facilities. The proceeds of the COP were used for the construction of the Health and Social Services Administration Building, the County Administration Center in downtown Fairfield, the Probation Facility, the improvements to the Central Utility Plant, and the Library in Fairfield. In April 2013, the County issued a new and additional \$5.42 million in COPs to fund the Animal Care Shelter expansion project.

Taxable Pension Obligation Bonds

On June 16, 2004, the County issued \$96.6 million of Taxable Pension Obligation Bonds (POB) to prepay a partial obligation under its contract with CalPERS for the County's Unfunded Accrued Actuarial Liability (UAAL). On November 1, 2005, the County issued an additional \$42.3 million of Taxable Pension Obligation Bonds for an additional pre-payment to CalPERS, thus reducing its UAAL.

The County fully redeemed the Series B-1, B-2, B-3 Auction Rate Securities ahead of schedule. In FY2010/11, the County refunded the remaining \$10 million in 2004 Series B-3 Auction Rate Securities and issued the Series 2010 Taxable Pension Refunding Bonds.

Credit Rating

The County has maintained ratings from all major domestic rating agencies through the economic disruptions of the past four years. Standard & Poor's rated the County AA- for pension obligation debt and certificates of participation. Moody's recently affirmed the County's Aa2 Issuer Rating and A1 rating on the County's outstanding certificates of participation; however, Moody's downgraded the County's pension obligation bonds from Aa3 to A1 due to Moody's change in view of the pledge supporting POBs versus general obligation bonds. The affirmation of the County's Issuer Rating and rating on the County's certificates of participation reflect the County's tax base, solid financial and liquidity position, recovering but sound long-term economic fundamentals, and slightly above average socioeconomic profile compared to that of similarly rated counties nationally.

Debt Service Overview
Simona Padilla-Scholtens, Auditor-Controller
Debt

COUNTY OF SOLANO, CALIFORNIA
Legal Debt Margin Information
Last Ten Fiscal Years

Fiscal Year	(1) Assessed Value of Property	(2) Debt Limit, 5% of Assessed Value	(3) Debt Applicable to the Limit	(4) Legal Debt Margin	Total net debt applicable to the limit as a percentage of debt limit
2011-12	\$ 38,799,632,098	\$1,939,981,605	\$ -	\$ 1,939,981,605	0.00%
2010-11	38,644,020,806	\$1,932,201,040	-	1,932,201,040	0.00%
2009-10	39,256,945,402	1,962,847,270	-	1,962,847,270	0.00%
2008-09	40,873,042,919	2,043,652,146	-	2,043,652,146	0.00%
2007-08	45,318,102,865	2,265,905,143	-	2,265,905,143	0.00%
2006-07	45,688,693,224	2,284,434,661	-	2,284,434,661	0.00%
2005-06	41,544,353,287	2,077,217,664	-	2,077,217,664	0.00%
2004-05	36,386,372,123	1,819,318,606	-	1,819,318,606	0.00%
2003-04	32,280,154,735	1,614,007,737	-	1,614,007,737	0.00%
2002-03	29,353,766,624	1,467,688,331	-	1,467,688,331	0.00%

Notes:

- (1) Assessed property value data can be found in Schedule "Assessed Value of Taxable Property and Actual Value of Property."
- (2) California Government Code, Section 29909, states the total amount of bonded indebtedness shall not at any time exceed 5 percent of the taxable property of the county as shown by the last equalized assessment roll.
- (3) Bonded debt applicable to the limit only includes general obligation bonds.
Although the County has \$172 million in long-term debt, this is not subject to the legal debt margin.
- (4) The legal debt margin is the County's available borrowing authority under state finance statutes and is calculated by subtracting the debt applicable to the legal debt limit from the legal debt limit.

Source: Audited Financial Statements

FUNCTION AND RESPONSIBILITIES

This budget unit is the conduit for the principal and interest payments for the Pension Obligation Bonds (POBs) Series 2004, Series 2005 and Series 2010. The proceeds from the Pension Obligation Bonds were used to reduce the County's obligation with the California Public Employees' Retirement System (CalPERS) for the Unfunded Accrued Actuarial Liability for retirement benefits.

The POBs were issued to reduce the future interest rate risk and to stabilize retirement contribution rates through defined fixed rates and fixed maturity terms, thereby allowing the County to predict trends and manage the retirement program. Funding for this debt is collected through regular bi-weekly deductions from all County departments, and the Solano County Fair and the Superior Courts of Solano County.

In FY2008/09, the County redeemed \$30 million of pension bonds partially funded by a loan from the General Fund. The General Fund loan will be repaid through charges from County departments. The outstanding loan balance as of June 30, 2013 is \$18,500,000.

In addition, this fund is used to account for the prepayment of \$5.8 million to the Public Agency Retirement System (PARS), the plan administrator, for the County's supplemental retirement program offered in FY2010/11. The funding for this prepayment will be recovered through charges from the department whose staff participated in the program.

The Auditor-Controller is responsible for administering the debt service of the POBs through the dates of redemption: January 15, 2018, for Series 2004; January 15, 2025, for Series 2005; and July 15, 2015, for Series 2010.

DEPARTMENTAL BUDGET SUMMARY

The Department's Recommended Budget for FY2013/14 represents overall increases of \$2,610,520 or 10.6% in revenues and \$1,109,746 or 11.3% in appropriations when compared to the FY2012/13 Adopted Budget.

The primary factors contributing to the significant changes are:

Revenues:

- \$60,674 increase in Operating Transfers In primarily due to higher projected wages subject to pension rate contribution.
- \$2,084,967 increase in Long-term Debt Proceeds. This is only a budgetary entry necessary to account for the deficit fund balance created from the early redemption of the Pension Obligation Bonds. The budget deficit is being addressed through future rate recovery charges from the County departments.

Appropriations:

- \$1,110,246 net increase in Other Charges as a result of the increase of \$1,495,000 in bond redemption requirements per the POB's debt service schedule, partially offset by a decrease of \$391,296 in interest charges. The bond redemption requirements include an additional \$750,000 for the full redemption of the 2010 POB.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	3,277	12,000	4,000	(8,000)	(66.7%)
Misc Revenue	888,407	813,772	746,651	(67,121)	(8.2%)
Other Financing Sources	10,858,907	23,864,289	26,549,930	2,685,641	11.3%
TOTAL REVENUES	11,750,592	24,690,061	27,300,581	2,610,520	10.6%
APPROPRIATIONS					
Services and Supplies	8,548	9,000	8,500	(500)	(5.6%)
Other Charges	12,414,005	9,833,084	10,943,330	1,110,246	11.3%
TOTAL APPROPRIATIONS	12,422,554	9,842,084	10,951,830	1,109,746	11.3%
CHANGE IN FUND BALANCE	671,962	(14,847,977)	(16,348,751)	(1,500,774)	10.1%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

FUNCTION AND RESPONSIBILITIES

This budget unit served as the conduit for the principal and interest payments for the 2002 Certificates of Participation (COP). The 2002 Certificates of Participation were issued for the construction of the County Administration Center, the Probation Facility, improvements to the Central Utility Plant, and the Library in Fairfield.

In February 2007, a portion (85.2%) of the 2002 COP's was refinanced due to lower interest rates. However, due to the prepayment restrictions, the proceeds from the refinancing were held in an escrow account until the 2002 COP's were refunded on November 1, 2012, the call date.

The Auditor-Controller was responsible for administering the debt service on the 2002 Certificates through the date of redemption, November 1, 2012.

DEPARTMENTAL BUDGET SUMMARY

The 2002 COPs were redeemed on November 1, 2012. Therefore, there is no Recommended Budget for 2002 COPs in FY2013/14.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	2,115	1,000	0	(1,000)	(100.0%)
Charges For Services	0	1,671	0	(1,671)	(100.0%)
Other Financing Sources	3,156,490	3,139,929	0	(3,139,929)	(100.0%)
TOTAL REVENUES	3,158,605	3,142,600	0	(3,142,600)	(100.0%)
APPROPRIATIONS					
Services and Supplies	3,707	8,700	0	(8,700)	(100.0%)
Other Charges	3,151,990	3,133,900	0	(3,133,900)	(100.0%)
TOTAL APPROPRIATIONS	3,155,697	3,142,600	0	(3,142,600)	(100.0%)
CHANGE IN FUND BALANCE	(2,908)	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

FUNCTION AND RESPONSIBILITIES

This budget unit is the conduit for the principal and interest payments for the 2007 Certificates of Participation (COP).

The 2007 COP were issued to refund the 2002 COP at a lower rate of interest, resulting in interest savings to the County of approximately \$2.9 million in present value dollars over the term of the bonds. The 2002 Certificates of Participation were issued to finance the construction of the County Administration Center, the Probation Facility, improvements to the Central Utility Plant and the Library in Fairfield.

The Auditor-Controller is responsible for administering the debt service on the 2007 COP through the date of redemption on November 1, 2032. Debt service payments are financed from Public Facilities Fees, the General Fund, the Library, the Recorder, the Road Fund, Courthouse Temporary Construction Fund, the Accumulated Capital Outlay Fund and the 2% Building Use Allowance charged to the departments residing in the County Administration Center and the Probation buildings.

DEPARTMENTAL BUDGET SUMMARY

The Department's Recommended Budget of \$7,910,996 represents overall increases of \$296,340 or 3.9% in revenues and \$3,092,734 or 64.2% in appropriations when compared to the FY2012/13 Adopted Budget.

Operating Transfers In reflect a net increase of \$296,697 due to the shift in funding of approximately \$3.1 million by the Courthouse Temporary Construction Fund, Accumulated Capital Outlay Fund and General Fund from the 2002 COP (fully redeemed) to the 2007 COP to finance the increased appropriations. This increase is offset by a decrease of \$2,800,000 due to a one-time General Fund transfer in FY2012/13 to the Fund Balance Reserve for Debt Service.

The revenue sources consist of the following:

- \$6,276,903 in Operating Transfers In as follows:
 - \$506,050 from the Library Fund
 - \$170,000 from the Road Fund
 - \$203,881 from the Recorder Fund
 - \$728,367 from the Public Facilities Fees - Public Protection
 - \$582,199 from the Public Facilities Fees - General Government
 - \$397,963 from the Courthouse Temporary Construction Fund
 - \$900,000 from the Accumulated Capital Outlay Fund
 - \$2,788,443 from the General Fund
- \$1,608,177 from the 2% Building Use Allowance allocated to departments residing in the County Administration Center and the Probation buildings.
- Interest income and countywide administrative overhead revenue of approximately \$26,000.

Appropriations reflect the principal and interest payments and accounting and financial services costs due in FY2013/14. Appropriations include the following:

- Long-Term Loan Redemption reflects an increase of \$3,190,000 for the payment of principal due in FY2013/14. With the redemption of the 2002 COP in November 2012, the debt service payments for the 2007 COP increased in FY2013/14. As noted above, the increase is financed by the sources of financing for the 2002 COPs which are the Accumulated Outlay fund, the Courthouse Construction Temporary fund and the General fund.
- Interest on Bonds reflects a decrease of \$88,524 for the payment of interest due in FY2013/14. The interest amount decreased from FY2012/13 as the increased payment is applied towards the principal.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	0	0	13,516	13,516	0.0%
Intergovernmental Rev Other	105,000	0	0	0	0.0%
Charges For Services	1,716,212	1,634,450	1,620,577	(13,873)	(0.8%)
Other Financing Sources	<u>2,995,760</u>	<u>5,980,206</u>	<u>6,276,903</u>	<u>296,697</u>	<u>5.0%</u>
TOTAL REVENUES	4,816,972	7,614,656	7,910,996	296,340	3.9%
APPROPRIATIONS					
Services and Supplies	6,455	8,606	3,200	(5,406)	(62.8%)
Other Charges	<u>4,810,972</u>	<u>4,809,656</u>	<u>7,907,796</u>	<u>3,098,140</u>	<u>64.4%</u>
TOTAL APPROPRIATIONS	4,817,427	4,818,262	7,910,996	3,092,734	64.2%
CHANGE IN FUND BALANCE	455	(2,796,394)	0	2,796,394	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

FUNCTION AND RESPONSIBILITY

This budget unit serves as the conduit for the principal and interest payments for the 2009 Refunding Certificates of Participation. The proceeds of the 2009 Certificates of Participation (COP) were used to redeem the 1999 Refunding Certificates of Participation.

The 1999 Certificates of Participation (COP) were used to acquire a 4.89-acre parcel of undeveloped land to construct the Health and Social Services Administration Building adjacent to the Solano Park Health Facility and to defease the 1994 Certificates of Participation.

The Auditor-Controller is responsible for administering the debt service on the 2009 Certificates through maturity on November 15, 2019. Debt service payments are financed through Operating Transfers In from Health and Social Services and Public Facilities Fees.

DEPARTMENTAL BUDGET SUMMARY

The Department's Recommended Budget of \$2,515,823 represents a minimal decrease of \$2,365 in revenues and a decrease of \$2,345 in appropriations when compared to the FY2012/13 Adopted Budget.

The revenue sources consist of countywide administrative overhead revenue of \$23,384 due to a roll-forward adjustment from the prior year and operating transfers in from the Health and Social Services Fund and Public Facilities Fees, as follows:

- \$2,342,289 from Health and Social Services
- \$150,000 from Public Facilities Fees (H&SS function)

The appropriations reflect the principal payment of \$2,030,000 and interest payment of \$482,088, and accounting and financial services, and fees and permits due in FY2013/14.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	70	200	150	(50)	(25.0%)
Charges For Services	0	0	23,384	23,384	0.0%
Other Financing Sources	2,563,723	2,517,988	2,492,289	(25,699)	(1.0%)
TOTAL REVENUES	2,563,793	2,518,188	2,515,823	(2,365)	(0.1%)
APPROPRIATIONS					
Services and Supplies	2,445	3,277	3,735	458	14.0%
Other Charges	2,561,861	2,514,891	2,512,088	(2,803)	(0.1%)
TOTAL APPROPRIATIONS	2,564,306	2,518,168	2,515,823	(2,345)	(0.1%)
CHANGE IN FUND BALANCE	512	(20)	0	20	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

FUNCTION AND RESPONSIBILITY

This budget unit is the conduit for the principal and interest payments for the 2013 Certificates of Participation (COP). The 2013 Certificates of Participation were issued in Spring 2013 for the Animal Care Expansion Project at 2510 Clay Bank Road in Fairfield. The Animal Care Expansion Project includes the installation of a new pre-engineered kennel (12,500 square feet), and the renovation of the 2,600 square-foot portion of the existing 13,000 square-foot Animal Shelter Building.

The source of funding for the debt is the General Fund and the seven cities within the County. The County has entered into a memorandum of understanding (MOU) with all the cities in the County in which each city agrees to pay its share of debt service based on the level of animal care services provided to each jurisdiction.

The Auditor-Controller is responsible for administering the debt service on the 2013 COP through their maturity on November 15, 2027.

DEPARTMENTAL BUDGET SUMMARY

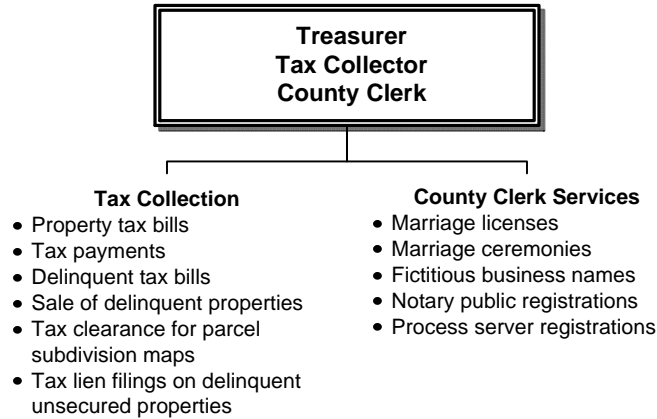
The Department’s Recommended Budget reflects revenues and appropriations of \$462,183. The appropriations reflect the principal and interest payments, and accounting and professional fees due in FY2013/14.

The revenue sources consist of the operating transfer in from the County General Fund and intergovernmental revenues from the seven cities according to the MOU.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev Other	0	0	417,213	417,213	0.0%
General Fund Contribution	0	0	44,970	44,970	0.0%
TOTAL REVENUES	0	0	462,183	462,183	0.0%
APPROPRIATIONS					
Services and Supplies	0	0	5,500	5,500	0.0%
Other Charges	0	0	456,683	456,683	0.0%
TOTAL APPROPRIATIONS	0	0	462,183	462,183	0.0%
CHANGE IN FUND BALANCE	0	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.



DEPARTMENTAL PURPOSE

Headed by an elected official, the Divisions of the Tax Collector and of the County Clerk are mandated by Sections 24000 and 24009 of the California Government Code. The duties and responsibilities of the Divisions are further mandated by sections 274000 - 27401 and 268001 - 26863 of the California Government Code. In Solano County, the Divisions of the Tax Collector, County Clerk and Treasurer are a combined countywide elected position.

The Tax Collector collects real and personal property taxes on behalf of various tax-levying entities in Solano County. This revenue is then distributed to the tax-levying agencies as funding they can use to provide essential services to the residents of Solano County.

The County Clerk has a four-fold mission:

- Issue a variety of official public records, including marriage licenses and fictitious business names;

- Register all professional photocopiers, process servers, unlawful detainer assistants and legal document assistants;
- Administer public notary oaths of office and deputy oaths of office; and
- File, maintain and verify a variety of documents, schedules and official reports for public view.

In addition, the County Clerk conducts wedding ceremonies as a service to the community.

Budget Summary:	
FY2012/13 Third Quarter Projection:	1,885,795
FY2013/14 Recommended:	2,192,734
County General Fund Contribution:	1,148,606
Percent County General Fund Supported:	52.4%
Total Employees (FTEs):	10

FUNCTION AND RESPONSIBILITIES

The Tax Collector is responsible for billing and collecting more than 165,000 secured, supplemental and unsecured tax bills. The Division carries out these responsibilities through its tax bill issuance and collection process, a process which provides all taxing agencies fully or partially within Solano County one of their primary sources of discretionary revenues. The Division's tax collection activities are funded primarily through property tax administration fees paid by the local taxing agencies.

The County Clerk is responsible for issuing marriage licenses and other official documents. The Division carries out these responsibilities primarily through its official documents customer service counter.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Improved customer service levels by implementing lock box payment processing. Lock box payment processing allows staff to focus on public service while facilitating a more efficient payment processing channel.
- Expanded the use of the Documentum™ electronic imaging system to reduce physical record storage requirements.
- Working in conjunction with Human Resources and the County Administrator's Office, the Tax Collector Division has improved the use of a back office support shared resource program. This program allows employees who have developed

expertise in certain back office support functions to efficiently provide their services to multiple County departments.

- Staffing reductions had impacted service levels to a degree that forced the temporary suspension of the conducting of marriage ceremonies. In recognition of the importance of this service to the community, the County Clerk Division has been restructured in such a way as to allow for the use of extra help employees to be used as Deputy Commissioners of Civil Marriage who can perform ceremonies on site. All costs associated with this change are recovered through charges for the services provided.
- Issued an RFP for tax bill printing services that will result in the implementation of improved technology at a reduced cost to the County.
- Conducted a successful tax sale for 92 defaulted properties that resulted in the collection of more than \$4 million in delinquent taxes.
- Purchased and began the installation process for the Southtech Suite of County Clerk applications. These applications will allow for a greatly expanded level of service for the County Clerk. These services include the collection of data required data via web portal and kiosk without staff intervention.
- The Southtech installation will also allow the migration and consolidation of all County Clerk records from a variety of electronic and manual sources onto a single integrated platform.

WORKLOAD INDICATORS

- In FY2012/13, the Tax Collector – County Clerk issued and processed payments and collections on 160,000 property tax bills; the Division estimates handling around 165,000 in FY2013/14.
- During the same period, the Tax Collector – County Clerk issued 1,648 marriage licenses and 1,928 fictitious business name statements, with expectations to issue approximately 1,600 marriage licenses and 2,000 fictitious business names in FY2013/14.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
TAX COLLECTOR	933,899	835,043	861,428	26,385	3.2 %
COUNTY CLERK	182,144	180,875	182,700	1,825	1.0 %
TOTAL REVENUES	1,116,043	1,015,918	1,044,128	28,210	2.8 %
APPROPRIATIONS					
TAX COLLECTOR	1,752,724	1,738,374	1,979,705	241,331	13.9 %
COUNTY CLERK	158,657	187,822	213,029	25,207	13.4 %
TOTAL APPROPRIATIONS	1,911,381	1,926,196	2,192,734	266,538	13.8 %
NET COUNTY COST					
TAX COLLECTOR	818,825	903,331	1,118,277	214,946	23.8 %
COUNTY CLERK	(23,486)	6,947	30,329	23,382	336.6 %
NET COUNTY COST	795,339	910,278	1,148,606	238,328	26.2 %
STAFFING					
TAX COLLECTOR	8	8	8	0	0.0 %
COUNTY CLERK	2	2	2	0	0.0 %
TOTAL STAFFING	10	10	10	0	0.0 %

DEPARTMENTAL BUDGET SUMMARY

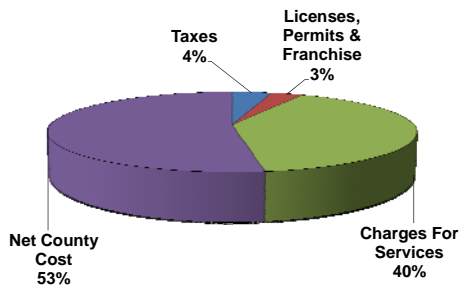
The Recommended Budget for the Tax Collector/County Clerk’s Division of \$2,192,734 represents an overall increase of \$28,210 or 2.8% in revenues, and an increase of \$266,538 or 13.8%, in appropriations when compared to FY2012/13 Adopted Budget. As a result, Net County Cost is increased by \$238,328 or 26.2%.

DEPARTMENT COMMENTS

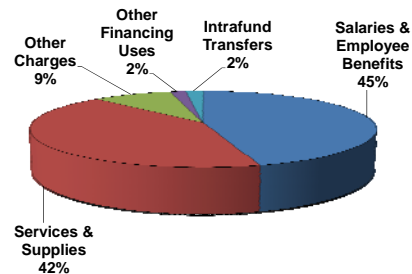
The Tax Collector – County Clerk plans to explore and implement additional operational efficiencies and technology initiatives to reduce operating costs and/or improve customer service, including the implementation of an enhanced software package for the County Clerk discussed below. The Department continues to benefit from cost-reducing technology initiatives implemented in FY2010/11 that made it more convenient for taxpayers to pay property taxes by allowing them to pay online with electronic fund transfers and credit cards. Between April 2012 and March 2013, a total of 12,077 tax payments were received online, an increase of 27.7% over the previous 12-month period. This effort has resulted in a decrease of payments being made in person or via the mail, which has reduced the amount of time staff processes payments and increases their availability for other customer service activities.

In FY2013/14, the County Clerk is expecting to use the existing touch screen kiosk to allow couples to input data for marriage licenses, which is anticipated to expedite the marriage license issuance process for both staff and the couples.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Taxes	91,360	100,000	90,000	(10,000)	(10.0%)
Licenses, Permits & Franchise	72,796	73,000	72,700	(300)	(0.4%)
Charges For Services	951,886	842,918	881,428	38,510	4.6%
TOTAL REVENUES	1,116,042	1,015,918	1,044,128	28,210	2.8%
APPROPRIATIONS					
Salaries and Employee Benefits	966,146	973,171	997,081	23,910	2.5%
Services and Supplies	704,618	740,530	925,519	184,989	25.0%
Other Charges	177,706	153,939	189,581	35,642	23.2%
Other Financing Uses	40,345	37,378	37,890	512	1.4%
Intra-Fund Transfers	22,566	21,178	42,663	21,485	101.4%
TOTAL APPROPRIATIONS	1,911,382	1,926,196	2,192,734	266,538	13.8%
NET COUNTY COST	795,339	910,278	1,148,606	238,328	26.2%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Department has two major functions, Tax Collection and County Clerk Services. Some changes of note follow:

Tax Collection

- Assessment and Tax Collection Fees of \$695,428 represents an increase of \$14,710 in revenues from Property Tax Administration Fees (PTAF) when compared to the FY2012/13 Adopted Budget. PTAF is directly related to the cost of collecting property taxes and is paid by recipient agencies via the property tax apportionment process. All agencies pay their share of costs with the exception of the County and School Districts, which are specifically exempted by section 41000 of the California Education Code.
- Revenues from Penalties of \$90,000 reflects a decrease of \$10,000, anticipated because of the transitioning of a number of delinquent tax payers to either impound accounts imposed upon them by their mortgage company, or by the mortgage company completing the foreclosure process and assuming responsibility for the timely payment of property taxes. Due to the economic downturn and its impact on the housing market, revenues from Penalties have continued to drop from \$189,170 in FY2007/08 to the anticipated \$90,000 in FY2013/14.
- Other Charges for Services of \$70,000 reflects an increase of \$20,000, primarily as a result of more financial and tax-servicing companies purchasing delinquency information, along with increased collections associated with tax sales.

County Clerk Services

- Clerk’s Fees of \$110,000 shows an increase of \$2,125 due mainly to an anticipated slight increase in filings of fictitious business name statements.

Primary Cost Drivers

The Department has two primary cost drivers: labor costs and central data processing (CDP) charges:

- Total Salary and Benefit expenses of \$997,081 reflect an increase of \$23,910 or 2.5% from the FY2012/13 Adopted Budget as a result of step increases and increasing retirement and health insurance costs.
- Charges from the Department of Information Technology (DoIT) for Central Data Processing and Solano County Integrated Property system (SCIPS) of \$505,670 and \$104,490, respectively, are determined based on the Department’s share of DoIT’s costs to maintain, provide and support the Department’s data processing services and SCIPS. These charges are \$163,001 more than the FY2012/13 Adopted Budget amounts primarily due to an increase in the number of logins attributed to the Department.

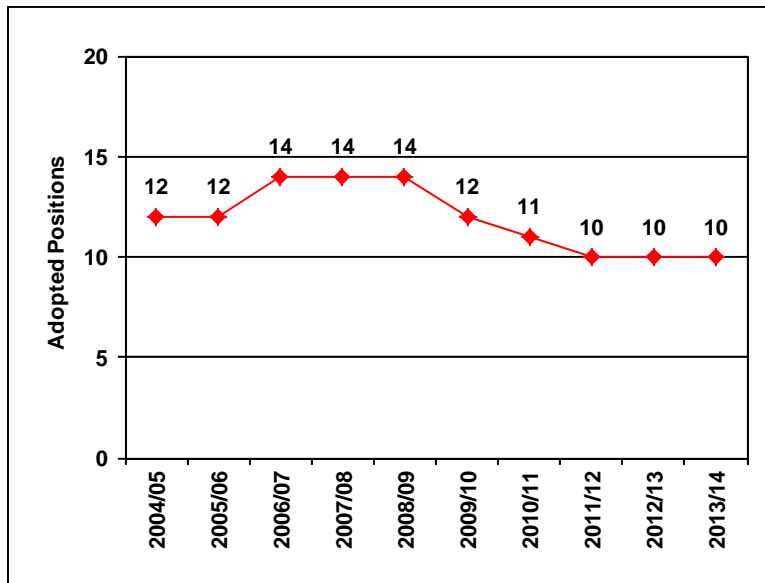
Included in the costs for Tax Collector operations is \$48,000 for contracted services with Infosend™ for the printing and mailing of property tax bills. This function is mandated by statute and was outsourced in 2003 as a cost-saving measure. The Division estimates it would require at least one FTE position and \$25,000 in one-time costs to bring the function in-house.

The County Clerk’s Recommended Budget includes \$30,000 for the purchase of software enabling the online entry of all County Clerk information. By shifting the data entry to the applicant in advance of the visit to the County Clerk’s office, or in some cases in lieu of an office visit, the customer interaction is more efficient for both the customer and staff, which will enable staff to provide additional customer service. The software is being purchased in coordination with the Registrar of Voters as a suite of applications to maximize the cost savings and expand the online opportunities for residents to acquire County services. The County Clerk portion is being funded via a loan from the Technology Initiative Fund established by the Board to invest in productivity improvements.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The County Clerk has requested fee increases of approximately \$30,000 to fund the purchase and use of the Southtech suite of County Clerk applications. The Recommended Budget includes the projected expenditures associated with the implementation of the software applications, but the revenue from the projected fee increases are not reflected in the Recommended Budget as they are subject to Board approval, which had not yet occurred as of this writing. The Department’s budget will be adjusted in the Supplemental to reflect the Board’s decision regarding the Southtech purchase and proposed fee increases.

Summary of Other Administered Budgets

**1300 – Fund 001-Tax Collector/County Clerk
Charles Lomeli, Tax Collector/County Clerk
Finance**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1350 TREASURER	923,822	1,001,586	1,000,275	(1,311)	(0.1) %
APPROPRIATIONS					
1350 TREASURER	923,822	1,004,930	1,000,275	(4,655)	(0.5) %
NET CHANGE					
1350 TREASURER	-	(3,344)	-	3,344	(100.0) %

A summary of the budgets administered by the Tax Collector/County Clerk's Office is provided on the following pages.

DEPARTMENTAL PURPOSE

Headed by the elected Treasurer as prescribed in Government Code §27000, the Division of the Treasurer is responsible for managing funds not needed for immediate use, as mandated by sections 24000 and 24009 of the California Government Code. The duties and responsibilities are further mandated by sections 27000 - 27137 of the Code. In Solano County, the County Treasurer function is combined with the County Tax Collector-County Clerk as one Countywide elected position.

FUNCTION AND RESPONSIBILITIES

The Treasurer is responsible for receiving and safely investing all funds belonging to the County, school districts, and special districts within the county and all other monies directed by law to be paid out of the Treasury. The Treasurer is also designated as the County's fiduciary expert in the area of debt issuance. The Division manages over \$600 million in funds not immediately needed for use by County, local school districts and other local agencies participating in the Pool.

The Treasurer serves on the County's Debt Advisory Committee and Pension Oversight Committee, and provides fund management on all debt proceeds.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Maintained a rating of AA+ by Standard and Poor's, a Nationally Recognized Statistical Rating Organization who conducts a thorough analysis of the Treasury Pool on a monthly basis to measure and disclose risks.
- Audited by the County Auditor-Controller on a quarterly basis with no significant findings.
- Added new reports and other information to the County website that provide a complete picture of the Treasury Pool down to the individual security level, thereby increasing transparency for Pool depositors and the public.
- Working in conjunction with the Solano County Office of Education and the Solano Community College, coordinated the arrangement of \$50 million in bridge loan financing that allowed local education to continue uninterrupted.
- Arranged for \$73 million of Treasury loans to schools in the upcoming fiscal year
- Continued to diversify and actively invest the Treasury portfolio to maximize returns within established and acceptable risk parameters.
- Presented to the Board a final recommendation regarding alternative energy financing mechanisms including multiple Property Assessed Clean Energy (PACE) models.
- Worked with the Department of Information Technology on the expanded use of electronic payments within the County.
- Coordinated the issuance and purchase by the Treasury of \$5.4 million in Certificates of Participation to fund the construction of the new Animal Shelter.

WORKLOAD INDICATORS

During the period of July 1, 2012 to June 30, 2013, the Treasurer anticipates processing 8,600 deposit permits, and expects to process around 8,700 in FY2013/14.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the Treasurer's Division of \$1,000,275 represents an overall decrease of \$1,311 or 0.1% in revenues and \$4,655 or 0.5% in appropriations when compared to the FY2012/13 Adopted Budget. In accordance with Government Code 27013, the Treasurer's Division is funded by a portion of the interest earnings from funds under management, and therefore has no Net County Cost.

DEPARTMENT COMMENTS

The Treasurer plans to explore and implement additional operational efficiencies and technology initiatives to reduce operating costs and/or improve customer service. For example, the Treasurer implemented Check 21 imaging to reduce costs in FY2011/12 and transitioned to lockbox processing in FY2012/13 to reduce costs further. With each transition, the Treasury banking costs for the processing of each deposited item have declined by approximately 20%. The Division has been working

Summary of Other Administered Budgets

**1350 – Fund 001-Treasurer
Charles Lomeli, Tax Collector/County Clerk
Finance**

with County departments to implement either the Check 21 or a lockbox solution where the existing technology will support the transition.

The Treasurer has also strived to develop a streamlined process for arranging statutory lending to the schools in an effort to maximize efficiency and reduce disruptions for all involved parties.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	920,879	999,111	997,775	(1,336)	(0.1%)
Misc Revenue	2,943	2,475	2,500	25	1.0%
TOTAL REVENUES	923,822	1,001,586	1,000,275	(1,311)	(0.1%)
APPROPRIATIONS					
Salaries and Employee Benefits	358,887	366,262	400,635	34,373	9.4%
Services and Supplies	329,481	420,093	394,292	(25,801)	(6.1%)
Other Charges	66,714	47,149	34,910	(12,239)	(26.0%)
Other Financing Uses	15,170	15,832	15,518	(314)	(2.0%)
Intra-Fund Transfers	153,569	155,594	154,920	(674)	(0.4%)
TOTAL APPROPRIATIONS	923,822	1,004,930	1,000,275	(4,655)	(0.5%)
NET CHANGE	0	3,344	0	(3,344)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Treasurer's costs are driven by labor costs, banking expenses, and central data processing charges. Salary and Benefits are projected at \$400,635, reflecting an increase of \$34,373 or 9.4% from the previous fiscal year, mainly due to differential cost increases from step increases, increased retirement costs, and increased health insurance costs due to an employee opting into coverage.

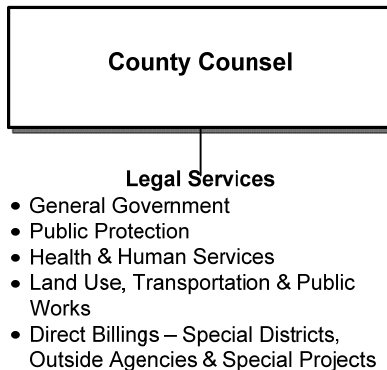
Banking costs of \$220,000 reflect a decrease of \$37,500 from the previous fiscal year and are determined by usage in terms of the number and amount of items passing through the Treasury bank accounts. The Treasury anticipates some savings from the adoption of cash letter image deposits and lockbox in the Tax Collector's Division.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.



DEPARTMENTAL PURPOSE

The Office of County Counsel was created by statute under Government Code sections 26526, 26529 and 27640. The Office provides both discretionary and mandated legal services to more than 150 separate areas of County responsibility, including all of its elected and appointed officials, officers, departments, boards, commissions and committees. It also serves most special districts and agencies within the County, including the Rural North Vacaville Water District, the Solano Transportation Authority, Solano County Transit (SolTrans), the Solano County Office of Education and several school districts.

Budget Summary:	
FY2012/13 Third Quarter Projection:	3,303,767
FY2013/14 Recommended:	3,383,746
County General Fund Contribution:	527,769
Percent County General Fund Supported:	15.6%
Total Employees (FTEs):	17.55

FUNCTION AND RESPONSIBILITIES

The broad scope of the Office of County Counsel affects matters of great importance to the operation of County government in areas relating to labor and employment issues, real estate development contracts, purchasing contracts, public works projects, law enforcement policies and procedures, planning and environmental matters, public finance, tax assessment and collection, child protection, public health and safety, civil litigation, and other matters of great interest to the citizens of Solano County.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- The Office handles legal services and the legal demands that are diverse and complex and the demand for legal support continues to increase.
- The Office continues to generate annual billable hours for legal services in excess of the annual productive hour standard of 1,720 hours per attorney established by the Auditor-Controller’s Office.

WORKLOAD INDICATORS

- In FY2011/12, the Office’s 14 attorneys billed a total of 29,227 hours for legal services; estimated billable hours for FY2012/13 are 30,927 hours.
- In FY2012/13, the Department provided in excess of 80 employee hours of training and workshops to County personnel [CPS procedures, contracts and personnel policies and procedures] and public officials [Brown Act].

Functional Area Summary

**1400 – Fund 001-County Counsel
Dennis Bunting, County Counsel
General Counsel**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LEGAL SERVICES	3,120,493	2,633,796	2,855,977	222,181	8.4 %
TOTAL REVENUES	3,120,493	2,633,796	2,855,977	222,181	8.4 %
APPROPRIATIONS					
LEGAL SERVICES	3,260,595	3,279,910	3,383,746	103,836	3.2 %
TOTAL APPROPRIATIONS	3,260,595	3,279,910	3,383,746	103,836	3.2 %
NET COUNTY COST					
LEGAL SERVICES	140,102	646,114	527,769	(118,345)	(18.3) %
NET COUNTY COST	140,102	646,114	527,769	(118,345)	(18.3) %
STAFFING					
LEGAL SERVICES	16.55	17.55	17.55	0	0.0 %
TOTAL STAFFING	16.55	17.55	17.55	0	0.0 %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for FY2013/14 of \$3,383,746 represents increases of \$222,181 or 8.4% in revenues and \$103,836 or 3.2% in appropriations when compared to the FY2012/13 Adopted Budget. As a result, Net County Cost decreased by \$118,345.

The primary funding sources for County Counsel are charges for legal services provided to County departments that are reimbursed through the Countywide Cost Allocation Plan (A-87), and fees direct-billed to outside agencies and certain non-General Fund County departments. Expenditures that are not offset by revenues become General Fund costs.

The Office projects Countywide Administrative Overhead (A-87) revenues of \$1,764,177, which reflects an increase of \$97,519 or 6% from the FY2012/13 Adopted Budget. Although County Counsel, as a central service department, recovers net operating costs from user departments through the Countywide Cost Allocation Plan, there are certain legal services provided to County departments, such as the Board of Supervisors, that are non-reimbursable under the provisions of 2 CFR Part 225 (formerly OMB Circular A-87). These unreimbursed expenditures remain General Fund costs.

The primary outlays for County Counsel are for labor costs. Appropriations for salaries and benefits for FY2013/14 are projected at \$2,945,217, an increase of \$84,771 or 3% from the FY2012/13 Adopted Budget, reflecting increases in salary, retirement and unemployment costs. The latter was due to a rate holiday for unemployment costs in FY2012/13.

DEPARTMENT COMMENTS

The Solano County Bar Association and the Board of Supervisors have recognized the unique and quality services that the Office of County Counsel provides. Clients rely on the skills and experience of staff. The attorneys' workloads far exceed the productive hour standards of 1,720 hours as calculated by the County Auditor-Controller. Yet, the demand for services continues to increase and reflects many of the fundamental changes occurring in the state.

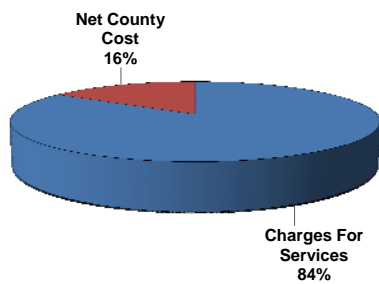
To illustrate, County Counsel continues to experience a number of complex contested matters in Child Protective Services (CPS). In FY2011/12, the Office billed 5,284 hours, more than a 24% increase over FY2010/11. The addition of a permanent full-time attorney dedicated solely to CPS provided relief to the three senior attorneys assigned to handle this challenging and time consuming assignment. The implementation of dissolving the redevelopment agencies in the County was instrumental in an 85% increase in the hours devoted to the Auditor-Controller. Similarly, the implementation of AB 109 public safety realignment helped to account for a 47% increase in the hours devoted to Probation. Finally, the significant changes in health care services contributed to a 59% increase in the hours devoted to Health and Social Services.

Dennis Bunting, County Counsel
General Counsel

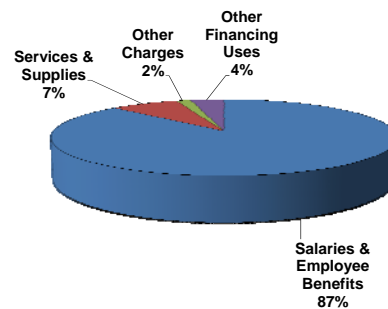
To offset the decline in countywide administration overhead revenues over the past few years, the Office continues to offer its expertise and legal services to outside governmental agencies. The Office provides legal representation to the Solano Transportation Authority and to SolTrans and legal services to the United States Air Force by acting as mental health hearing officers, conducting certification hearings at Travis Air Force Base (TAFB), and providing certification trainings for TAFB mental health personnel. These service agreements represent meaningful independent revenues for the Office.

While the overall demand for legal services remains high, mainly due to additional contracts with outside agencies, the Office voluntarily reduced its secretarial staff allocations in the past three years to meet budgetary constraints created by the County's on-going fiscal challenges. The remaining support staff absorbed the workload.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	3,120,493	2,633,796	2,855,977	222,181	8.4%
TOTAL REVENUES	3,120,493	2,633,796	2,855,977	222,181	8.4%
APPROPRIATIONS					
Salaries and Employee Benefits	2,870,766	2,860,446	2,945,217	84,771	3.0%
Services and Supplies	191,697	235,320	252,051	16,731	7.1%
Other Charges	57,490	54,064	54,110	46	0.1%
Other Financing Uses	130,605	121,178	123,687	2,509	2.1%
Intra-Fund Transfers	10,037	8,902	8,681	(221)	(2.5%)
TOTAL APPROPRIATIONS	3,260,595	3,279,910	3,383,746	103,836	3.2%
NET COUNTY COST	140,102	646,114	527,769	(118,345)	(18.3%)

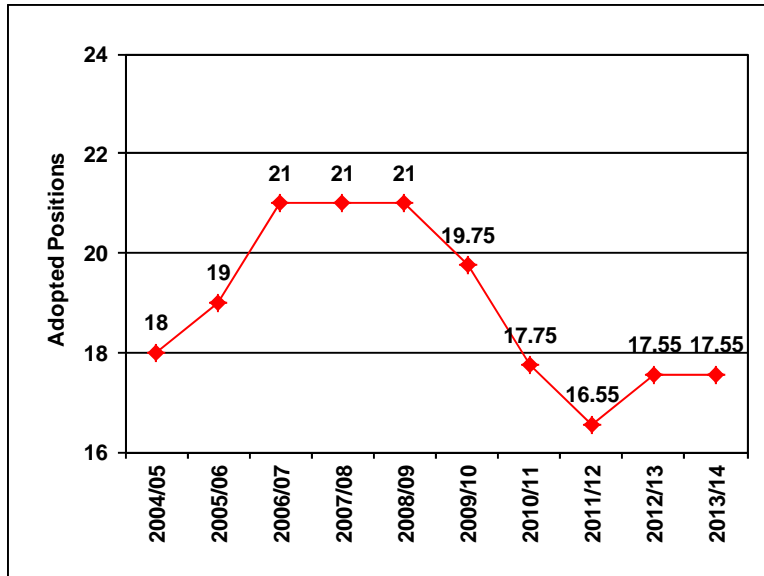
SUMMARY OF SIGNIFICANT ADJUSTMENTS

After several years of decline, countywide administration overhead revenues in the FY2013/14 Recommended Budget reflect a slight increase of \$97,519, when compared to the FY2012/13 Adopted Budget. Successful efforts by the Office in securing outside revenue sources have partially mitigated revenue loss from internal clients.

SUMMARY OF POSITION CHANGES

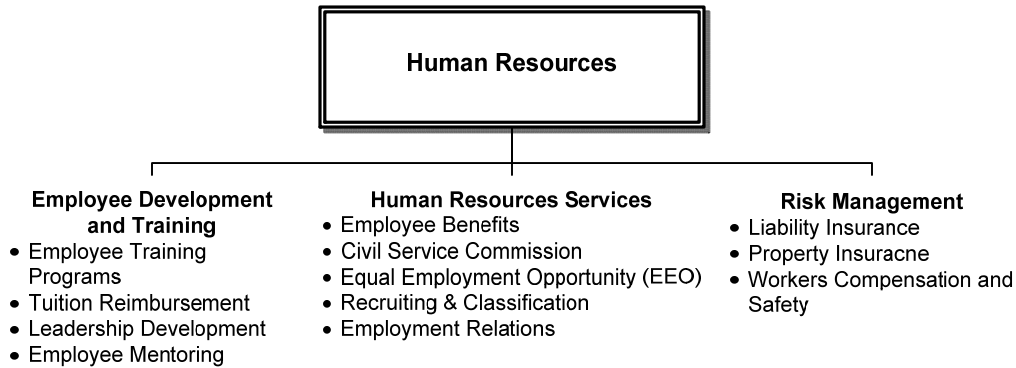
In December 2012, a limited-term Deputy County Counsel I-IV position that was to expire in January 2013 was approved by the Board to convert to a regular position due to a significant increase in the legal services workload provided to Child Welfare Services (CWS). The position is offset by revenue received from legal billings to CWS.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.



DEPARTMENTAL PURPOSE

The Department provides centralized administrative support services to assist other County departments in addressing the Board’s priorities in relation to the County’s workforce.

Budget Summary:	
FY2012/13 Third Quarter Projection:	2,792,473
FY2013/14 Recommended:	2,711,055
County General Fund Contribution:	169,608
Percent County General Fund Supported:	6.2%
Total Employees (FTEs):	17

FUNCTION AND RESPONSIBILITIES

The Department of Human Resources works to provide County departments with a well-qualified, trained workforce that reflects the diversity of the community, is appropriately classified and equitably compensated. The Department also develops and implements policies, procedures and programs that promote a positive and productive work environment.

The Department of Human Resources consists of the Administration, Employee Benefits, Civil Service Commission, Equal Employment Opportunity, Recruiting and Testing, and Employee Relations. The Department also oversees Risk Management (BU 1830) and the Employee Development and Recognition (BU 1103) Departments.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

During FY2012/13:

- Audited the use of retired annuitants and implemented an administrative procedure to secure pre-approval before hiring individuals who have already retired from California public service.
- Developed a standardized job offer template.
- Experienced significant turnover, including 8 of 15 Fair Labor Standards Act (FLSA) exempt employees either newly hired or new to their assignment.
- Three new employee collective bargaining units were established, and the County began labor negotiations with 9 of the 19 bargaining units.

WORKLOAD INDICATORS

During the period July 1, 2012 – February 28, 2013:

- Reviewed 3,908 job applications.
- Opened 58 recruitments and processed 325 requisitions.
- Conducted and responded to an increased number of formal discrimination complaints filed internally and externally.

Functional Area Summary

**1500 – Fund 001-Human Resources
Marc Fox, Director of Human Resources
Personnel**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
HUMAN RESOURCES SERVICES	<u>2,347,645</u>	<u>2,318,088</u>	<u>2,541,447</u>	<u>223,359</u>	9.6 %
TOTAL REVENUES	2,347,645	2,318,088	2,541,447	223,359	9.6 %
APPROPRIATIONS					
HUMAN RESOURCES SERVICES	<u>2,636,054</u>	<u>2,809,359</u>	<u>2,711,055</u>	<u>(98,304)</u>	(3.5) %
TOTAL APPROPRIATIONS	2,636,054	2,809,359	2,711,055	(98,304)	(3.5) %
NET COUNTY COST					
HUMAN RESOURCES SERVICES	<u>288,410</u>	<u>491,271</u>	<u>169,608</u>	<u>(321,663)</u>	(65.5) %
NET COUNTY COST	288,410	491,271	169,608	(321,663)	(65.5) %
STAFFING					
HUMAN RESOURCE SVCS	<u>17</u>	<u>17</u>	<u>17</u>	<u>0</u>	0.0 %
TOTAL STAFFING	17.5	17	17	0	0.0 %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the Department of Human Resources of \$2,711,055 represents an increase of \$223,359 or 9.6% in revenues and a decrease of \$98,304 or 3.5% in appropriations when compared to the FY2012/13 Adopted Budget. As a result, Net County Cost decreased by \$321,663 or 65.5%

The primary funding source for the Department of Human Resources (HR) is Administration Overhead (A87) of \$2,426,047 for reimbursements from County departments for their allocated share of costs for recruiting, classification, benefits administration and other HR functions provided by the Department. These revenues are increasing by \$344,431 or 16.5% in FY2013/14.

In addition, the Department receives departmental administration revenue for the HR Director's time spent in Risk Management. Estimated revenues for these services are \$65,000 in Other Charges for Services. Revenues from Inter-fund Services Provided to County departments reflect a decrease of \$121,072 as a result of loss of direct bill revenue from H&SS to fund 1.0 FTE HR Analyst position assigned to H&SS. As a result of a countywide cost plan audit, the decision was made to discontinue the direct bill to H&SS beginning with FY2013/14 and, instead, fund the position through the countywide cost allocation plan.

Primary costs for the Department are:

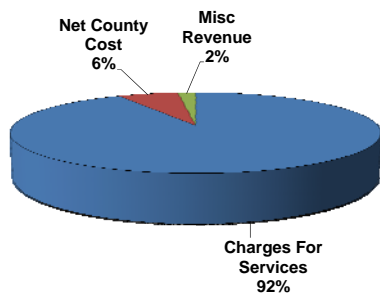
- Salary and benefits of \$2,027,760 which are projected to decrease by \$70,000 or 3.3%, primarily due to filling vacant positions in FY2012/13 at a lower level and with lower retirement tiers than prior incumbents.
- Other Professional Services of \$275,250 are projected to decrease by \$8,400 or 3%. These appropriations primarily cover the estimated FY2013/14 contract costs as follows:
 - \$90,000 for CalPERS health administration fees
 - \$21,000 for Third party administration fees for flexible spending account
 - \$10,000 for PARS trust administrator expenses
 - \$6,500 for Annual PARS actuarial study
 - \$6,750 for EEO specific training
 - \$75,000 for recruitment testing provided by Cooperative Personnel Services, bi-lingual testing by Language People, and special studies
 - \$32,000 for labor relations services

- \$30,000 for document imaging fees and special projects
- Controlled Assets and Computer Components reflect an increase of \$8,903 for the replacement of three obsolete laptop computers and two obsolete desktop computers.
- Central data processing (CDP) charges of \$83,100, which are projected to decrease by \$13,734, reflect the cost savings realized by the Department of Information Technology in reducing its operating costs. The savings are subsequently passed on to user departments through reduced rates.
- Publications and Legal Notices costs of \$5,000 reflect a decrease of \$10,000. These charges cover the cost of advertising in local newspapers for targeted recruitments.

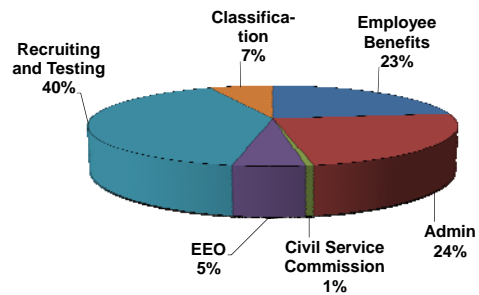
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	2,292,302	2,267,688	2,491,047	223,359	9.8%
Misc Revenue	55,343	50,400	50,400	0	0.0%
TOTAL REVENUES	2,347,645	2,318,088	2,541,447	223,359	9.6%
APPROPRIATIONS					
Salaries and Employee Benefits	2,018,825	2,097,760	2,027,760	(70,000)	(3.3%)
Services and Supplies	453,539	539,558	516,260	(23,298)	(4.3%)
Other Charges	78,741	82,953	83,180	227	0.3%
Other Financing Uses	78,129	81,988	77,255	(4,733)	(5.8%)
Intra-Fund Transfers	6,820	7,100	6,600	(500)	(7.0%)
TOTAL APPROPRIATIONS	2,636,054	2,809,359	2,711,055	(98,304)	(3.5%)
NET COUNTY COST	288,410	491,271	169,608	(321,663)	(65.5%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

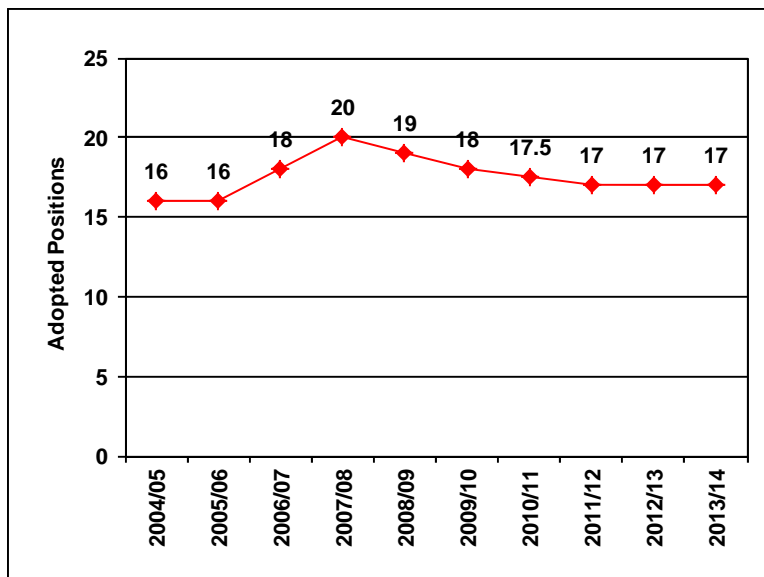
For FY2013/14, there is an increase of \$344,431 in Administration Overhead (A87) cost recovery revenues.

SUMMARY OF POSITION CHANGES

In October 2012, as part of a departmental reorganization, including restructuring job functions and to more accurately describe the complexity, responsibilities, duties and requirements of positions, the following position changes occurred:

- 1.0 FTE Benefits and Fiscal Manager position added and 1.0 FTE Human Resources Operations Manager deleted in the Employee Benefits Division.
- 1.0 FTE Principal Human Resources Analyst position added and 1.0 FTE EEO Compliance Officer deleted in the Equal Employment Opportunity Division.
- 1.0 FTE Principal Human Resources Analyst position added and 1.0 FTE Senior Human Resources Analyst deleted in the Recruitment and Testing Division.
- 1.0 FTE Principal Human Resources Analyst position added and 1.0 FTE Employment Relations Manager deleted in the Employee Relations Division.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The Affordable Care Act (ACA) mandates employer-paid health insurance for all employees working an average of 30 hours or more per week. There are potential, financial exposures to provide health benefits to extra help employees; financial penalties for non-compliance with ACA provisions; and possible departmental operational changes necessary to fulfill ACA requirements.

1500 – Fund 001-Human Resources
Marc Fox, Director of Human Resources
Personnel

Summary of Other Administered Budgets

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1103 EMPLOYEE DEVELOP & RECOGNITION	278,278	397,905	331,061	(66,844)	(16.8) %
1830 RISK MANAGEMENT	14,991,182	12,120,484	14,513,421	2,392,937	19.7 %
APPROPRIATIONS					
1103 EMPLOYEE DEVELOP & RECOGNITION	378,616	442,259	460,740	18,481	4.2 %
1830 RISK MANAGEMENT	13,662,178	15,003,236	15,308,008	304,772	2.0 %
NET CHANGE					
1103 EMPLOYEE DEVELOP & RECOGNITION	(100,338)	(44,354)	(129,679)	(85,325)	192.4 %
1830 RISK MANAGEMENT	1,329,004	(2,882,752)	(794,587)	2,088,165	(72.4) %

A summary of the budgets administered by the Human Resources Department is provided on the following pages.

Summary of Other Administered Budgets 1103 – Fund 001-Employee Development & Training

Marc Fox, Director of Human Resources
Legislative & Administration

FUNCTION AND RESPONSIBILITIES

The Employee Development and Recognition Program funds the County's Tuition Reimbursement Program and strives to provide departments with well-trained and motivated staff, promotes employee involvement in the accomplishment of the County's goals and objectives, and provides recognition to employees for exceptional service contributions to the County.

Budget Summary:

FY2012/13 Third Quarter Projection:	372,371
FY2013/14 Recommended:	460,740
County General Fund Contribution:	129,679
Percent County General Fund Supported:	28.1%
Total Employees (FTEs):	2

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Internally developed and implemented Introduction to Conflict Resolution in the Workplace Training, which is the ninth class in the Human Resources Leadership Academy for supervisors and managers.
- Internally developed and implemented Leadership Development Program "Effective Supervisory Skill Building" for lead workers and new supervisors.

WORKLOAD INDICATORS

- 1,618 employees attended County training sessions in FY2012/13.
- Offered 52 professional development/training classes, excluding County-mandated sessions, to all County employees.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$460,740 reflects a decrease of \$66,844 or 16.8% in revenues and an increase of \$18,481 or 4.2% in appropriations when compared to the FY2012/13 Adopted Budget. As a result, Net County Cost increased by \$85,325 or 192.4% for FY2013/14.

The primary funding source for this Division is Administration Overhead of \$326,061, for reimbursements from County departments for their allocated share of costs for training services provided by the Employee Development and Recognition Division. These revenues are estimated to increase by \$9,016 or 2.8% from the previous fiscal year.

Revenues from Inter-fund Services Provided to County Departments reflect a decrease of \$76,860 as a result of loss of direct bill revenue from H&SS to fund 1.0 FTE Office Assistant II position assigned to support the H&SS training function. As a result of a countywide cost plan audit, the decision was made to discontinue the direct bill to H&SS beginning with FY2013/14 and, instead, fund the position through the countywide cost allocation plan. The fiscal impact of this change in the Cost Allocation Plan is reflected two years in arrears.

The increase in appropriations reflects the return of the Future Leaders' Training program and the establishment of an Executive Leadership Development program. Primary costs for the Employee Development and Recognition Division are:

- Salary and benefits of \$228,276 which are projected to increase by \$12,856 or 6% is primarily due to an increase in health benefit costs.
- Education and Training of \$99,700, which reflects an increase of \$15,700 or 18.7%. This covers the costs of the following:
 - \$42,700 contract with University of California at Davis for the Future Leaders Training Program
 - \$30,000 contract for a vendor to provide Microsoft Office 2010 training
 - \$18,000 for Senior/Executive Leadership Development courses
 - \$5,000 for Liebert Cassidy Whitmore Training Consortium
 - \$3,000 for Share Point training
 - \$1,000 for Organizational Development/Training Officer training
- Tuition Reimbursements of \$60,000, which are set at the same level as last fiscal year, provide tuition reimbursements to employees in accordance with their specific collective bargaining agreement with the County.

1103 – Fund 001-Employee Development & Training Summary of Other Administered Budgets
Marc Fox, Director of Human Resources
Legislative & Administration

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	278,278	397,905	331,061	(66,844)	(16.8%)
TOTAL REVENUES	278,278	397,905	331,061	(66,844)	(16.8%)
APPROPRIATIONS					
Salaries and Employee Benefits	256,098	215,420	228,276	12,856	6.0%
Services and Supplies	153,749	212,153	215,291	3,138	1.5%
Other Charges	0	3,392	4,322	930	27.4%
Other Financing Uses	9,322	8,744	8,801	57	0.7%
Intra-Fund Transfers	(40,553)	2,550	4,050	1,500	58.8%
TOTAL APPROPRIATIONS	378,616	442,259	460,740	18,481	4.2%
NET COUNTY COST	100,338	44,354	129,679	85,325	192.4%
STAFFING					
EMPLOYEE DEV. & TRAINING	2	2	2	0	0.0%
TOTAL STAFFING	2	2	2	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

The County of Solano is facing a demographic change of an aging workforce. Within the next three years, senior and executive managers will be retiring from the workforce, leaving a gap in the County's talent pipeline. It is imperative to develop a pool of talent that is able and ready to step into leadership positions at the middle, senior and executive level within the organization. This budget reflects the funding of several training and staff development programs for FY2013/14. Additionally, the County needs to identify strategies to recruit and retain the younger generation (millennials) that will be entering the workforce.

FUNCTION AND RESPONSIBILITIES

The Risk Management Division provides administrative support services to assist other County departments in addressing the Board's priorities relating to the management of the County's risk exposures. It is the goal of Risk Management to reduce the County's exposure to financial loss through the administration and management of the County's insurance and safety programs. Functioning as a service and consulting organization to

County departments, Risk Management develops and maintains programs to control losses.

Budget Summary:	
FY2012/13 Third Quarter Projection:	13,725,106
FY2013/14 Recommended:	15,308,008
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	8

1821 Administration

This program oversees and directs the administration and management of the Liability and Workers' Compensation Programs; directs the administration and management of the Occupational Health Program; purchases commercial property insurance for County-owned and/or leased buildings, and purchases other insurance for specific risks associated with operations of various departments. This Division also oversees and directs the County's Compliance Program to prevent costly litigation, and to help ensure state and federal code and statute compliance.

1822 Liability

This program administers the County's Liability Insurance programs; monitors and directs administration of the program through the California State Association of Counties - Excess Insurance Authority (CSAC-EIA) Primary General Liability Insurance Program, Excess Liability Insurance Program, Medical Malpractice Insurance Program; and Cyber Liability Program; works collaboratively with County Counsel on civil lawsuits; and manages County risks.

1823 Workers' Compensation and Safety

This program assists employees in filing claims; monitors and directs administration of the Workers' Compensation program through the County's self-insurance program; provides disability management services; implements Cal-OSHA mandated loss prevention and safety programs; administers the County's Occupational Health and Safety Program; and administers the County's Employee Wellness Program.

1824 Property

This program ensures that all County property is covered by adequate property casualty insurance and works on behalf of departments and with departments to recover losses from the County's insurer.

1825 Unemployment

This Division provides unemployment insurance coverage for all County employees on a self-insured basis.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Challenge of higher costs in Workers' Compensation as the 2005 reform erodes due to new legislation being passed by the State Legislature.
- Challenge of increased risks associated with Prison Realignment (AB 109) resulting from the increased jail population and increase in claims filed by the inmates.
- Developed and implemented an online training module for compliance.
- Awarded a contract for the Workers' Compensation third party administration, resulting in savings of over \$200,000 over a three-year contract.
- Retooled HR Leadership Academy training to focus on Risk Management principles and application.

WORKLOAD INDICATORS

- 5% increase in FMLA claims

- 7.7% increase in ergonomic evaluations
- 6% increase in workers' compensation claims
- 28% increase in ADA cases

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$15,308,008 reflects increases of \$2,392,937 or 19.7% in revenues and \$304,772 or 2% in expenses when compared to the FY2012/13 Adopted Budget. As a result, Fund Balance is increased by \$2,088,165 or 72.4% when compared to FY2012/13 Adopted Budget. The Department used \$2,882,752 in FY2012/13 in one-time fund balance available to offset rate charges to departments.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	89,971	92,000	71,500	(20,500)	(22.3%)
Intergovernmental Rev State	18,596	0	0	0	0.0%
Charges For Services	14,738,457	11,845,484	14,251,921	2,406,437	20.3%
Misc Revenue	144,157	183,000	190,000	7,000	3.8%
TOTAL REVENUES	14,991,182	12,120,484	14,513,421	2,392,937	19.7%
APPROPRIATIONS					
Salaries and Employee Benefits	696,912	731,224	975,879	244,655	33.5%
Services and Supplies	12,668,247	13,937,792	13,711,703	(226,089)	(1.6%)
Other Charges	267,736	307,726	584,167	276,441	89.8%
Other Financing Uses	29,189	26,494	36,259	9,765	36.9%
Intra-Fund Transfers	93	0	0	0	0.0%
TOTAL APPROPRIATIONS	13,662,178	15,003,236	15,308,008	304,772	2.0%
NET GAIN(LOSS)	1,329,004	(2,882,752)	(794,587)	2,088,165	(72.4%)

STAFFING					
RISK MANAGEMENT	7	6	8	2	3.0%
TOTAL STAFFING	7	6	8	2	3.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

1821 Administration

The Administration Division is funded through intra-fund transfers to the Risk Management operating divisions. These charges are estimated to increase by \$404,185 when compared to FY2012/13 Adopted Budget.

The primary costs for the administration division are:

- Salary and benefits of \$614,404 which are projected to increase by \$232,575 as a result of the addition of a 1.0 FTE Compliance Officer during FY2012/13 and a request to add 1.0 FTE Risk Analyst position to serve as a loss prevention and control analyst responsible for coordination of risk prevention strategies.
- \$64,000 in Memberships, which are set at the same level as last fiscal year, covers the cost of the County's membership with CSAC as well as other risk management-related professional organizations.
- Other Professional Services of \$30,000 which is primarily for Legislative Advocacy and Representation.

- Software Maintenance and Support of \$21,500 for anticipated purchases of FMLA and Compliance tracking software to automate current labor intensive processes.
- Other charges include countywide administrative overhead and departmental overhead from the Department of Human Resources for the Director's time.

1822 Liability

The primary funding source for the Liability Division is \$4,374,236 from charges to user departments for their allocated share of liability insurance costs. These revenues are estimated to decrease by \$220,715 when compared to last fiscal year. For FY2013/14, the Department will use Fund Balance to offset the cost of liability insurance for departments as a one-time savings to departments.

Other Revenue of \$190,000 is received from the Department of Health and Social Services as reimbursement for malpractice insurance payments paid on its behalf. It reflects a \$7,000 increase due to the higher malpractice insurance costs.

The primary costs for liability are:

- Insurance – Other of \$3,240,196 reflects a decrease of \$386,804 due to preliminary insurance rates received from CSAC Excess Insurance Authority which include:
 - Primary Liability Insurance of \$957,000
 - Excess Liability Insurance of \$2,254,000
 - Pollution Liability Insurance of \$21,459
 - Cyber Liability of \$3,572
 - Special Liability Insurance Program of \$4,165
- Insurance Claims of \$450,000 for primary liability insurance payments under the \$10,000 deductible limit is projected to remain at the same level as last fiscal year.
- Malpractice Insurance of \$190,000, showing an increase of \$7,000, due to higher rates.

1823 Workers' Compensation and Safety

The primary funding source for the Workers' Compensation Division is from charges to user departments for their allocated share of workers' compensation insurance. These revenues are estimated to increase by \$1,181,589 when compared to last fiscal year for a total recovery in FY2013/14 of \$8,011,589. The increase for FY2013/14 is due to the use of one-time fund balance available in the workers' compensation reserve account during FY2012/13.

Primary costs are:

- Insurance – Other of \$2,369,265 with an increase of \$338,265 due to higher rates. Included are:
 - Excess Workers' Compensation Insurance of \$2,082,000
 - Loss Prevention Program premium of \$7,265
 - Department of Industrial Relations - \$280,000
- Insurance Claims of \$4,002,406 reflect an increase of \$177,368 due to higher anticipated payouts for self-insured workers' compensation insurance claims.
- Other Professional Services of \$1,009,341 reflect a decrease of \$124,108 for the following contracts:
 - Workers' Compensation Third Party Administration Fees - \$399,245
 - Occu-Med contract - \$135,000
 - Reimbursement to the Department of Health and Social Services for Occupational Health staff costs - \$465,096
 - Wellness Program Communications Consultant - \$10,000

-
- Psychological Evaluation Service of \$110,000 to cover the costs of the countywide Employee Assistance Program remains the same as last fiscal year.

1824 Property

The primary funding source for the Property Insurance Division is \$1,067,552 from charges to user departments for their allocated share of property insurance expenses. These revenues are estimated to increase by \$647,019 when compared to last fiscal year. The increase is mainly due to a one-time use of fund balance during FY2012/13 to offset a portion of property insurance charges.

Primary costs are:

- Insurance – Other of \$1,059,500 reflects a decrease of \$26,810 due to lower rates, as follows:
 - Property Insurance – \$1,040,000
 - Bond Insurance - \$13,500
 - Airport Liability Insurance - \$4,400
 - Watercraft Insurance - \$1,600
- Insurance Claims of \$150,000 to reimburse Fleet Management for the costs of repairing County-owned vehicles damaged in accidents or vandalism and to reimburse County departments for deductibles for property insurance claims.

1825 Unemployment

The primary funding source for the Unemployment Insurance Division is cost recovery from departments through rates allocated based on number of employees and past claim experience. These revenues from charges to user departments are estimated to increase by \$798,544 as a result of use of available fund balance in FY2012/13. Departments received a rate holiday in FY2012/13, and will go back to regular user charges for FY2013/14.

SUMMARY OF POSITION CHANGES

In October 2012, 1.0 FTE Compliance Officer position was added to the Administration Division to provide additional dedicated support to the Health and Social Services Department and to assist the Department in writing compliance plans, verification of privacy, security and general compliance of state- and federally-funded programs such as reviewing and taking corrective actions on any allegations of privacy breaches, auditing and monitoring of funding sources and updating of policies and procedures.

The following position changes are included in the Recommended Budget for Risk Management:

- Add 1.0 FTE Risk Analyst for loss prevention and control activities.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.



Elections

- Voter Registration
- Election Administration
- Redistricting Coordination
- Voter Information
- Candidate Information
- Campaign Disclosures
- Economic Interest
- Initiatives / Petitions

DEPARTMENTAL PURPOSE

The Registrar of Voters (ROV) is a Division of the Department of Information Technology charged with conducting fair and impartial federal, state, local and school elections as mandated by the Constitutions of the United States and the State of California, the State of California Elections Code, Government Code, Education Code, Health & Safety Code, and the Water Code.

Budget Summary:	
FY2012/13 Third Quarter Projection:	3,375,237
FY2013/14 Recommended:	3,637,759
County General Fund Contribution:	3,275,259
Percent County General Fund Supported:	90%
Total Employees (FTEs):	10

FUNCTION AND RESPONSIBILITIES

There are six established election dates over a two-year election cycle. Elections are scheduled in Solano County in November every year, June in even years. Additional elections may be scheduled in April in even years, and March in odd years. Mail ballot elections may be conducted in May and August of each year as well as in March of even-numbered years. Special, initiative, referendum, recall, and school bond elections are not limited to the regular election dates.

Costs for federal, state, and county elections are borne by the County, while the other jurisdictions (cities, schools and special districts) reimburse the County for the cost of conducting their elections. State special elections may be reimbursed at the discretion of the Legislature and Governor.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Conducted the November 2012 Presidential General Election with revenue over \$700,000 higher than estimated due to unanticipated jurisdictions participating in the election.
- Continued to rely on extra-help staff to partially compensate for the decrease in regular staff. Successfully implemented redistricting and precinct changes based on 2010 census data. This caused multiple district line shifting and additional workload on staff to find appropriate polling places within adjusted district lines for voters.
- Successfully transitioned into new leadership with the new Assistant Registrar of Voters.
- Received grant funding from the Secretary of State to work on evaluating polling places for accessibility.
- There were significant improvements in precinct maps after redistricting, enabling the office to better identify polling locations and consolidations as they relate to geography instead of voter counts. While this increased the number of polling places needed, it provided a static platform from which future elections can be based.
- Consolidated vote-by-mail (VBM) processes into space at the County Administration Center (CAC) which provided more security and faster processing. This also allowed the staff to revisit methods of increasing productivity of VBM processing. Overall, the efforts of staff allowed for much faster processing of over 80,000 VBM ballots received in the November 2012 Presidential Election. The changes also allowed for better security controls over ballots, and balancing totals of VBM

ballots during the canvass process.

- Worked with the Secretary of State's office to successfully launch the online voter registration system which allowed for processing voter registration forms faster, more accurately and with fewer staff. Over 14,000 online registrations were processed prior to the November Election, all processed by two staff within just a few hours of each day.
- Launched a new outreach program in 2012 for military and overseas voters. While maintaining deadlines for federal and state legislation, the ROV was able to electronically process ballot delivery to military and overseas voters for the first time to assist these voters in receipt of their ballot without waiting for the traditional mail delivery system.

WORKLOAD INDICATORS

- ROV staff processed a total of 47,966 voter file transactions in the 2012 calendar year. Voter registration increased 5% to 209,484. Since its implementation, over half of all transactions are now processed via the online registration system. Through this system, ROV has increased efficiencies in processing all voter registration files.
- Consistent with previous years, VBM turnout continues to be a high level of work for the ROV office. Approximately 53% of all voters are permanent VBM voters, and roughly 73% returned their ballots in the 2012 Presidential General Election.
- Anticipating an increase in turnout for the 2012 November Election, the office increased the number of poll workers used in the election. An additional poll worker was added at polling locations to ensure success with voting equipment, and another for various ballot drop-off functions. In all, ROV staff trained over 750 poll workers and temporary staff to handle Election Day turnout and issues.
- The November Presidential Election produced 14,000 provisional ballots cast at the polls. The ROV office planned for 7,000 to be returned. In addition to the issues this caused at the polls on election day (primarily long lines), this also created additional workload during the canvass period to process, check, duplicate, open and count over 80% of the received ballots deemed as valid.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ELECTIONS	1,050,532	252,000	362,500	110,500	43.8 %
TOTAL REVENUES	1,050,532	252,000	362,500	110,500	43.8 %
APPROPRIATIONS					
ELECTIONS	3,382,182	3,630,630	3,637,759	7,129	0.2 %
TOTAL APPROPRIATIONS	3,382,182	3,630,630	3,637,759	7,129	0.2 %
NET COUNTY COST					
ELECTIONS	2,331,650	3,378,630	3,275,259	(103,371)	(3.1) %
NET COUNTY COST	2,331,650	3,378,630	3,275,259	(103,371)	(3.1) %
STAFFING					
ELECTIONS	10	10	10	0	0.0 %
TOTAL STAFFING	10	10	10	0	0.0 %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$3,637,759 represents an increase of \$110,500 or 43.8% in revenues and an increase of \$7,129 in appropriations when compared to FY2012/13 Adopted Budget. As a result, the Net County Cost decreased by \$103,371 or 3.1%.

ROV primarily depends on the General Fund. To the greatest extent permitted by law, ROV costs are billed to the entities participating in a given election. Generally, federal and state election costs are borne by the County. FY2013/14 has two scheduled elections, the November 2013 Consolidated Districts Election (UDEL) and the June 2014 Gubernatorial Primary. Costs for these elections will be partially offset by revenue from participating districts. In FY2013/14, the ROV will experience a decrease in revenue due to the significant reduction in participating districts in the November 2013 UDEL. This election's budget reflects revenues of \$320,000 and appropriations of \$325,880.

Significant changes to ROV's budget include:

- Labor costs reflect a decrease of \$14,460 primarily due to salary savings as recruitment for the vacant Deputy Assistant Registrar of Voters will begin sometime in the summer, and is offset by increased benefit costs.
- Services and Supplies reflect a decrease of \$55,187 primarily due to reductions related to the e-Roster project that was acquired in FY2012/13 to minimize voter wait times and long lines on election days.
- Countywide administration overhead (A87) reflects an increase of \$123,657.
- Contracted Services of \$147,901 are for election support services.
- Fixed assets decreased \$51,540 as two ballot-on-demand printers were purchased in FY2012/13 replacing two printers acquired in 2004. There are no fixed asset purchases planned for FY2013/14.

DEPARTMENT COMMENTS

The Department's FY2013/14 budget includes an increase in extra-help as there are two scheduled elections in FY2013/14 versus one in FY2012/13. However, the increase is minimal due to the reduction in size of one of the two elections, the UDEL election in November. The per-election cost of extra-help and staff overtime continues to be reduced with improved operational efficiencies.

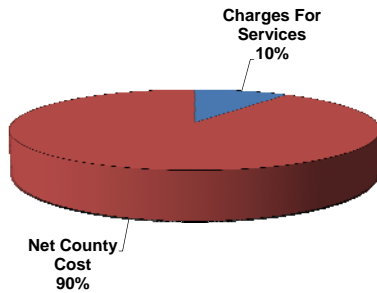
The ROV has reviewed the software and hardware utilized in the initial e-Roster project. In FY2012/13, funding was approved to expand this project countywide. This project will save the General Fund \$15,000 annually and provide for faster voter check-in times.

With the completion of the VBM processing area on the sixth floor of the County Administration Center, ROV has reduced maintenance costs on equipment by \$30,000. Additionally, the ROV has made improvements to processing which has reduced staff overtime and use of extra-help in large turnout elections.

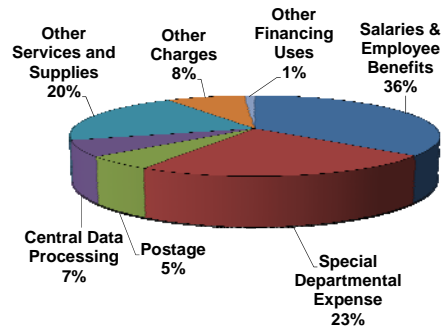
In FY2012/13, the ROV evaluated processes used to print ballots over the counter and on-demand for VBM and Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) voters. Through pilot programs that cost very little to the department, ROV was able save an estimated \$14,000. ROV will continue to experience savings in ballot production by not overprinting ballots for daily requests and over the counter requests. In the November 2012 Presidential General Election, over 10,000 ballots were printed by the on-demand system.

The Department continues to evaluate printing vendors' costs and services to reduce costs to the Department, while still maintaining a high level of service. ROV has reviewed costs related to sample ballot printing to provide better performance on delivery date, while informing voters of their respective polling locations.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev State	7,696	47,000	6,000	(41,000)	(87.2%)
Charges For Services	1,042,836	205,000	356,500	151,500	73.9%
TOTAL REVENUES	1,050,532	252,000	362,500	110,500	43.8%
APPROPRIATIONS					
Salaries and Employee Benefits	1,315,578	1,308,157	1,294,893	(13,264)	(1.0%)
Services and Supplies	1,760,014	2,017,900	1,962,713	(55,187)	(2.7%)
Other Charges	223,411	168,474	293,439	124,965	74.2%
F/A Equipment	9,961	51,540	0	(51,540)	(100.0%)
Other Financing Uses	43,636	40,859	39,663	(1,196)	(2.9%)
Intra-Fund Transfers	29,582	43,700	47,051	3,351	7.7%
TOTAL APPROPRIATIONS	3,382,182	3,630,630	3,637,759	7,129	0.2%
NET COUNTY COST	2,331,650	3,378,630	3,275,259	(103,371)	(3.1%)

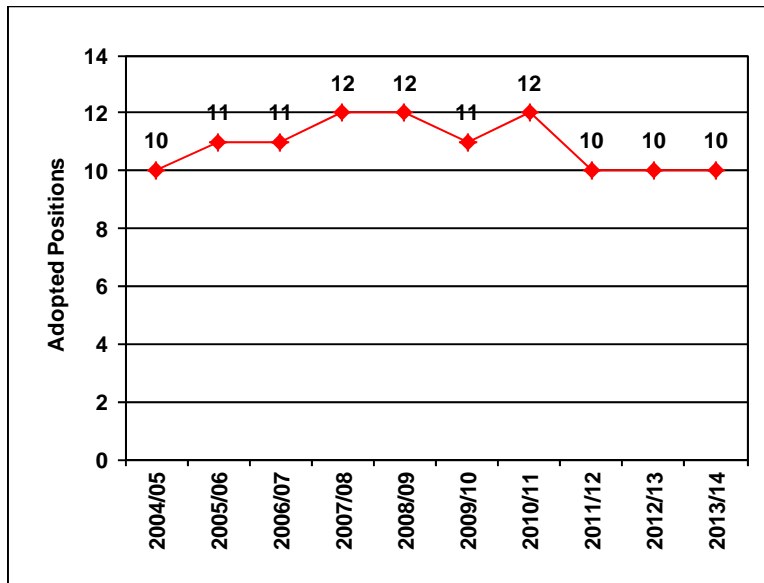
SUMMARY OF SIGNIFICANT ADJUSTMENTS

There is a \$103,371 decrease in Net County Cost when compared to the FY2012/13 Adopted Budget; however, there are two scheduled elections in FY2013/14 as compared to one election in FY2012/13. The November 2013 UDEL election and the countywide June 2014 Gubernatorial Primary are not expected to have the volume of voter turnout as the November 2012 Presidential Election. The November 2013 UDEL election will have less budget impact due to several local agencies moving to even-year elections. Adjustments to costs and revenue have been made to account for jurisdictions changing their election years.

SUMMARY OF POSITION CHANGES

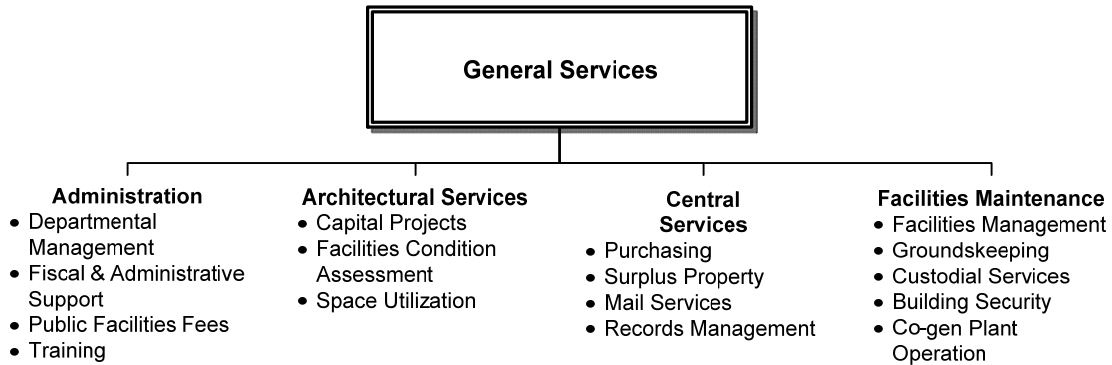
There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

- School districts continue to migrate toward election by districts vs. the previous at-large model. This will require more staff time in maintaining the additional boundaries, potentially splitting precincts, require additional ballot types/styles, and potentially require adjustments in the polling locations where citizens vote. Costs will continue to increase as more staff time is necessary for proofing the sample ballot booklets and official ballots.
- The continued elimination of SB 90 funding for permanent vote-by-mail costs will reduce revenues and increase school district costs by approximately 25%. Current law requires that counties submit SB 90 claims on behalf of school districts; however, with state reimbursement ending, the districts will be charged by the County for those costs.
- The Board of Supervisors has adopted a legislative position supporting acceptance of VBM ballots postmarked on or before Election Day but received after Election Day. Several bills have been introduced on this topic most focus on receipt of ballots up to three days after the Election Day, some of which also extend the canvass period for the same amount of time.
- Additional language requirements are being implemented for facsimile ballots, and voting instructions at polling places. In 2014, Solano County will be required to produce these documents in Spanish, Tagalog, and Chinese which will increase operational costs.
- Several Bills are proposing implementation of Election Day registration (also known as conditional voter registration) prior to implementation of the statewide voter registration system (CalVoter). The ROV participates in both the business requirements/implementation committee for CalVoter, and the sub-committee on implementation of Election Day registration. This new procedure may cause additional technology costs, canvass costs, poll worker expenses, additional polling locations and materials costs in high turnout elections.
- Bills at both State and the Federal level are requesting jurisdictions to look into increasing early voting opportunities. This may include satellite locations and extensions of time to include Saturdays and possibly Sundays. This will increase facility cost, staff cost, and potentially technology costs to provide ballots in all styles at remote locations.
- Several bills introduced in Congress focus on poll place performance and ensuring lines for voting are less than one hour. These bills will impact our office in Federal elections as we work to provide more polling locations, with costs for staff, equipment, and resources to ensure compliance across all polling places.
- The Affordable Care Act (ACA) will require employers to pay healthcare costs for those employees who work 30 hours per week for 90 days. The ROV is working with Human Resources to determine the impact of the ACA on ROV's extra-help hiring policies. At this time, ROV does not anticipate the ACA to impact costs until calendar year 2015.



DEPARTMENTAL PURPOSE

To provide our customers with a variety of reliable, quality, innovative services that promote a clean, safe and healthy place to live, learn, work and play.

Budget Summary:	
FY2012/13 Third Quarter Projection:	13,657,269
FY2013/14 Recommended:	14,676,707
County General Fund Contribution:	3,502,734
Percent County General Fund Supported:	23.9%
Total Employees (FTEs):	80

FUNCTION AND RESPONSIBILITIES

Administration

Sets departmental policies and procedures and monitors for compliance, provides financial administration and fiscal control, manages personnel and payroll, responsible for the operations of the County Events Center, and administers the County's capital projects and departmental budgets.

Architectural Services

Leads capital improvement planning and development of new and existing County facilities by providing architectural, engineering, and project management services.

Central Services

Provides support services to County departments, including purchasing, surplus property disposal, mail and courier services, and records management services.

Facilities Operations

• Facilities Maintenance

Provides comprehensive facilities management services; assists with Facilities project development and implementation; maintains HVAC systems; roofing, plumbing, electrical, keying, signage, masonry and carpentry services. In addition, Facilities Operations oversees the County's energy management functions, monitors utility usage, delivers conservation and renewable energy projects, and operates the County's Cogeneration Plant.

• Grounds Maintenance

Maintains turf areas, shrubs, trees, and other landscaping for County-owned property and provides litter removal for County parking lots in Fairfield, Vacaville and Vallejo.

• Custodial Services

Provides custodial services for County-owned/occupied buildings.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments

- Performed architectural design and project management services to progress 45 new construction, renovation, and facility renewal projects. (Architectural)
- Continued to inventory vacant space in County-owned facilities, manage relocation of County programs to County-owned space, and develop feasibility and financial analysis to determine relocation effectiveness. (Architectural)
- Self-performed professional design services on 23 projects including feasibility studies, code analyses, construction documentation and permit drawings. (Architectural)
- Increased local purchasing opportunities by amending contract specifications applicable to the County's Job Order Contracting (JOC) Program requiring JOC contractors to document local outreach to County-based businesses and to report on methods of solicitation, names of local businesses that participated, and those awarded contracts. (Architectural)
- Advanced the Records and Information Management program through planned implementation of a strategic plan to capitalize on technology and to create a consistent program Countywide. (Central Services)
- Implemented, in collaboration with the Auditor Controller's Office, an electronic requisitioning program. (Central Services)
- Consolidated Mail Room functions with Surplus Functions at 2543 Cordelia Road in Fairfield, to reduce overall footprint and increase efficiencies. (Central Services)
- Increased maintenance operations from 22,815 square feet to 91,255 square feet of Jail facilities as a result of increased population at the Claybank Jail due to relocation of state prisoners to County facilities. (Facilities Operations)
- Increased maintenance operations for the new William J. Carroll Government Center in Vacaville. (Facilities Operations)

Challenges

- With the completion of the new William J. Carroll Government Center in Vacaville (35,000 square feet) and the increased jail population at the Claybank Jail (68,000 square feet), workload for Facilities Operations continue to increase. The anticipated completion of the new AB 900 Claybank Jail (127,800 square feet) and Animal Care Expansion will further increase workload in FY2013/14 and require additional resources within the Facilities Division to provide an adequate level of maintenance service.

WORKLOAD INDICATORS

Administration

- Responsible for the oversight and fiscal management for 14 departmental budgets, totaling over \$125 million. The budgets overseen include 2 General Fund departments, 1 Internal Service Fund, 4 Enterprise Funds, 3 Capital Project Funds, and 4 Special Revenue Funds.
- Processed over 9,000 invoices totaling over \$29.2 million in payments in FY2011/12. Responsible for tracking 136 County-wide utility accounts (57 Gas/Electric, 16 Garbage & 63 Water).
- Managed the cost accounting for 46 capital projects in FY2012/13 with a value of approximately \$96 million and monitored 59 associated contracts at a value of over \$103 million.
- In FY2012/13 staff completed 1,753 conference room reservations for the County Administration Center (CAC) and County Events Center (CEC) totaling 9,939 hours of use.

Architectural Services

- Initiated 27 work requests and completed 12 projects using the County's Job Order Contracting Program.

Central Services

- Processed 1,442 purchase orders from July 1, 2012 through February 2013.

**Michael J. Lango, Director of General Services
Other General**

- Issued and processed 26 bids and RFPs from July 1, 2012 through February 2013.
- Maintains 21,714 boxes of official records under the County's Records Management Program.
- Completed 140 County moves to/from surplus.
- Disposed of 1,505 surplus items, returning over \$122,313 to the General Fund in FY 2011/12 and \$68,263 for the period of July 1, 2012 through February 2013.
- Recycled 344 surplus items into County use eliminating the need to purchase new equipment, furniture, and supplies.
- Processed 20 new Cal Card Procurement Cards for County Departments, bringing the Cal Card program to a total of 201 active users.

Facilities Operations

- Completed 8,455 work orders for the maintenance, operations and improvements of County facilities.
- Produced over 10 million kilowatt/hours of electricity from the County's Cogeneration Plant and Photovoltaic Facilities. This represents 47% of the County's building electrical consumption.

Functional Area Summary

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION	409,134	326,964	482,302	155,338	47.5 %
ARCHITECTURAL SERVICES	585,799	598,436	860,158	261,722	43.7 %
CENTRAL SERVICES	1,590,717	1,444,623	1,500,054	55,431	3.8 %
FACILITIES MAINTENANCE	8,512,010	8,438,098	8,331,459	(106,639)	(1.3) %
TOTAL REVENUES	11,097,660	10,808,121	11,173,973	365,852	3.4 %
APPROPRIATIONS					
ADMINISTRATION	1,076,991	1,263,373	1,337,134	73,761	5.8 %
ARCHITECTURAL SERVICES	1,057,046	815,931	849,237	33,306	4.1 %
CENTRAL SERVICES	1,690,870	1,720,971	1,885,261	164,290	9.5 %
FACILITIES MAINTENANCE	9,723,147	10,214,388	10,605,075	390,687	3.8 %
TOTAL APPROPRIATIONS	13,548,054	14,014,663	14,676,707	662,044	4.7 %
NET COUNTY COST					
ADMINISTRATION	667,857	936,409	854,832	(81,577)	(8.7) %
ARCHITECTURAL SERVICES	471,248	217,495	(10,921)	(228,416)	(105.0) %
CENTRAL SERVICES	100,153	276,348	385,207	108,859	39.4 %
FACILITIES MAINTENANCE	1,211,137	1,776,290	2,273,616	497,326	28.0 %
NET COUNTY COST	2,450,395	3,206,542	3,502,734	296,192	9.2 %
STAFFING					
ADMINISTRATION	7	9	9	0	0.0 %
ARCHITECTURAL SERVICES	6	5	5	0	0.0 %
CENTRAL SERVICES	10	10	10	0	0.0 %
FACILITIES MAINTENANCE	53	54	56	2	3.7 %
TOTAL STAFFING	76	78	80	2	3.7 %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$14,676,707 represents increases of \$365,852, or 3.4%, in revenues and \$662,044, or 4.7%, in appropriations when compared to the FY2012/13 Adopted Budget. As a result, Net County Cost increased by \$296,192, or 9.2%. (Refer to Summary of Significant Adjustments for details)

DEPARTMENT COMMENTS

Countywide Space Consolidation Program

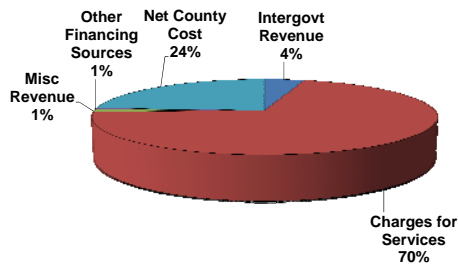
General Services, in coordination with other departments, is actively identifying ways to reduce building-related expenditures in County-owned and leased facilities. The program is a focused and collaborative effort to evaluate program needs and space requirements within the context of technology initiatives, streamlined operations, and reduced fiscal resources. The goals are to reduce facility-related costs. The primary goals of the Space Consolidation Program are:

- Provide the Board of Supervisors and County Administrator with qualified and financially feasible recommendations for the effective use and management of County facilities.
- Provide County departments with the most efficient and least expensive way to manage space needs and facilities related operational costs.
- Identify and implement opportunities to increase revenue from surplus real property.

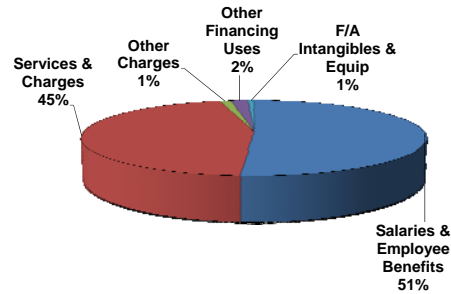
Michael J. Lango, Director of General Services
Other General

In FY2012/13, General Services continued to work with several departments to evaluate options to more effectively utilize County-owned facilities. Individual project opportunities will be presented to the Board on a case-by-case basis once the evaluation process is complete.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	22,233	23,650	21,836	(1,814)	(7.7%)
Intergovernmental Rev State	646,718	601,000	606,000	5,000	0.8%
Intergovernmental Rev Federal	112,319	0	0	0	0.0%
Intergovernmental Rev Other	34,799	34,799	34,799	0	0.0%
Charges For Services	9,989,090	9,833,902	10,271,059	437,157	4.4%
Misc Revenue	176,257	234,520	150,185	(84,335)	(36.0%)
Other Financing Sources	116,244	80,250	90,094	9,844	12.3%
TOTAL REVENUES	11,097,659	10,808,121	11,173,973	365,852	3.4%
APPROPRIATIONS					
Salaries and Employee Benefits	7,027,200	7,367,342	7,653,856	286,514	3.9%
Services and Supplies	5,996,013	6,470,252	6,779,222	308,970	4.8%
Other Charges	455,937	161,168	186,198	25,030	15.5%
F/A Equipment	0	0	19,368	19,368	0.0%
F/A - INTANGIBLES	0	0	75,000	75,000	0.0%
Other Financing Uses	287,769	281,940	286,072	4,132	1.5%
Intra-Fund Transfers	(218,866)	(266,039)	(323,009)	(56,970)	21.4%
TOTAL APPROPRIATIONS	13,548,054	14,014,663	14,676,707	662,044	4.7%
NET COUNTY COST	2,450,394	3,206,542	3,502,734	296,192	9.2%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The increase in revenue of \$365,852 is primarily due to increases in Administrative Overhead (\$414,400) revenue collected, offset by lower than anticipated revenues for services and supplies provided to outside agencies such as the Solano Transportation Authority, the courts, and the school district.

Revenues in the amount of \$11,173,973 are primarily made up of Charges for Services, which are revenues incurred from charges to non-General Fund departments for services provided by General Services. These services include, but are not limited to, grounds keeping, custodial services and building security.

The increase in appropriations of \$662,044 is the net result of the following:

Salaries and Benefits: \$286,514 increase in labor costs due to increased workers' compensation and unemployment insurance costs, higher costs for employee benefits and the addition of 2.0 FTE positions effective later in FY2013/14 to accommodate the increased maintenance workload resulting from the new AB900 Claybank Jail. The cost of these positions is recovered in future years through the Countywide Cost Allocation Plan (A87).

Services and Supplies: \$308,970 increase is primarily due to:

- Increased building maintenance costs due to the new William J. Carroll Government Center and the new AB900 Claybank Jail facility expansion Spring 2014 (\$81,899).
- Increased Purchases for Resale for supplies and materials purchased on behalf of other departments (\$190,404).
- Increased liability and property insurance costs (\$55,764).
- Increased fuel and lubricant costs due to higher fuel prices (\$24,252).
- Increased contracted services costs to fund services needed to help implement the Department's new direct billing program, state mandated fire system testing, elevator maintenance, hazardous (batteries and light bulbs) waste removal and for carpet cleaning services at the County Administrative Center (\$51,460).
- Increased water costs based on current year activity (\$12,525).
- Decreased utility (gas and electricity) costs based on current rates and continued efforts to increase building energy efficiency (\$80,405).
- Decreased equipment maintenance costs due to change in mail processing onsite and the transfer of a mail sorter machine to the Registrar of Voters (\$43,039).

Intrafund Transfers: \$56,970 increase in charges for services, postage and maintenance materials provided to General Fund departments based on prior year activity and departmental project requests.

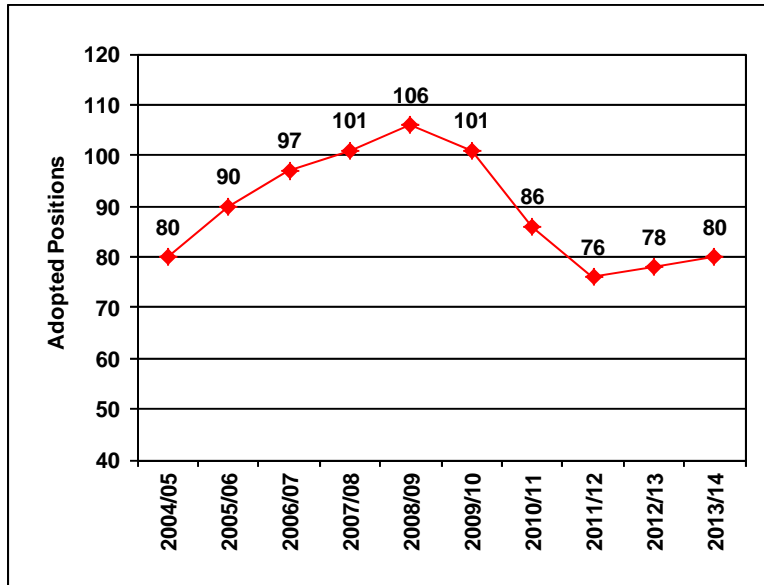
Fixed Assets: \$94,368 increase in Fixed Assets to purchase a cost accounting management system (CAMS) in the amount of \$75,000 to better track and account for services rendered within a single database and to replace a riding lawn mower that has reached its useful life (\$19,368).

SUMMARY OF POSITION CHANGES

The General Services Department recommends adding the following positions effective January 1, 2014 to accommodate additional workload associated with the AB 900 Claybank Adult Detention Facility, which is expected to transition to the County in April, 2014:

- 1.0 FTE Building Trades Mechanic
- 1.0 FTE Stationary Engineer

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

Summary of Other Administered Budget

1117-General Services
Michael J. Lango, Director of General Services
Other General

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1642 REAL ESTATE SERVICES	1,006,692	856,732	933,920	77,188	9.0 %
2801 FOUTS SPRINGS RANCH	967,106	1,666,188	186,669	(1,479,519)	(88.8) %
3001 GEN SVCS SPECIAL REVENUE FUND	243	260	208	(52)	(20.0) %
3100 FLEET MANAGEMENT	4,232,211	3,903,940	4,677,208	773,268	19.8 %
9000 AIRPORT	1,007,393	887,736	1,776,441	888,705	100.1 %
9010 AIRPORT PROJECT	-	142,105	250,105	108,000	76.0 %
APPROPRIATIONS					
1642 REAL ESTATE SERVICES	225,316	221,704	233,205	11,501	5.2 %
2801 FOUTS SPRINGS RANCH	1,109,965	1,809,527	1,673,125	(136,402)	(7.5) %
3001 GEN SVCS SPECIAL REVENUE FUND	6,080	4,297	2,521	(1,776)	(41.3) %
3100 FLEET MANAGEMENT	6,007,178	5,117,031	4,818,669	(298,362)	(5.8) %
9000 AIRPORT	1,617,651	1,417,382	1,491,214	73,832	5.2 %
9010 AIRPORT PROJECT	-	331,315	338,315	7,000	2.1 %
NET CHANGE					
1642 REAL ESTATE SERVICES	781,376	635,028	700,715	65,687	10.3 %
2801 FOUTS SPRINGS RANCH	(142,859)	(143,339)	(1,486,456)	(1,343,117)	937.0 %
3001 GEN SVCS SPECIAL REVENUE FUND	(5,837)	(4,037)	(2,313)	1,724	(42.7) %
3100 FLEET MANAGEMENT	(1,774,968)	(1,213,091)	(141,461)	1,071,630	(88.3) %
9000 AIRPORT	(610,258)	(529,646)	285,227	814,873	(153.9) %
9010 AIRPORT PROJECT	-	(189,210)	(88,210)	101,000	(53.4) %

A summary of the budgets administered by the General Service's Department is provided on the following pages.

FUNCTION AND RESPONSIBILITIES

Real Estate Services provides real estate and property management services in support of the County’s operational and asset management needs. Real Estate Services negotiates transactions and manages the County’s portfolio of real estate assets to ensure appropriate maintenance levels, minimizes operating expenses and maximizes revenues from administered leases, and evaluates disposition and development potential. In addition, Real Estate Services is responsible for administering agreements with the local Veterans groups and the franchise agreements for cable television and garbage services in the unincorporated areas of the County.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Licenses, Permits & Franchise	125,547	97,815	96,580	(1,235)	(1.3%)
Revenue From Use of Money/Prop	735,950	658,913	748,458	89,545	13.6%
Charges For Services	132,895	96,004	78,882	(17,122)	(17.8%)
Misc Revenue	12,300	4,000	10,000	6,000	150.0%
TOTAL REVENUES	1,006,692	856,732	933,920	77,188	9.0%
APPROPRIATIONS					
Salaries and Employee Benefits	145,894	137,396	142,711	5,315	3.9%
Services and Supplies	64,807	69,869	75,442	5,573	8.0%
Other Charges	2,989	2,208	1,411	(797)	(36.1%)
Other Financing Uses	6,261	5,429	5,511	82	1.5%
Intra-Fund Transfers	5,365	6,802	8,130	1,328	19.5%
TOTAL APPROPRIATIONS	225,316	221,704	233,205	11,501	5.2%
NET COUNTY COST	(781,376)	(635,028)	(700,715)	(65,687)	10.3%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Real Estate Division’s Net County Costs reflects a decrease of \$65,687 when compared to the FY2012/13 Adopted Budget. This is primarily due to increased revenues from building rentals (Solano County Hall of Justice lease increased by \$7,877 per month based on the contract schedule), offset by increases in benefit costs, insurance, and anticipated increased costs associated with set-up of events at the County Event Center.

The following significant events occurred in FY2012/13:

- In conjunction with the completion of the new William J. Carroll Government Center, two office leases were terminated, which eliminated approximately \$162,000 in potential annual rent obligations for the Department of Health and Social Services
- Sold one surplus real property for approximately \$113,000 in one-time General Fund revenues, and an underutilized portion of vacant land for approximately \$70,000 in one-time Road Fund revenues
- Negotiated two revenue lease extensions for County-owned property, which maintained annual General Fund revenues of approximately \$14,700
- Negotiated two new revenue use agreements for County-owned property, which increased one-time General Fund revenues by \$6,600

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

Summary of Other Administered Budget 3001 – Fund 301-General Services Special Rev. Fund
Michael J. Lango, Director of General Services
Other General/Property Management

FUNCTION AND RESPONSIBILITIES

The General Services Special Revenue Fund accounts for the expenditure of revenues collected or contributed to the Solano County Historical Records Commission for the maintenance of historical records on loan to the Commission for indexing and public access. The General Services Special Revenue Fund is a function of the Administrative Division of the General Services Department.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	56	60	8	(52)	(86.7%)
Charges For Services	187	200	200	0	0.0%
TOTAL REVENUES	243	260	208	(52)	(20.0%)
APPROPRIATIONS					
Services and Supplies	1,089	4,261	2,004	(2,257)	(53.0%)
Other Charges	4,991	36	517	481	1336.1%
TOTAL APPROPRIATIONS	6,080	4,297	2,521	(1,776)	(41.3%)
CHANGE IN FUND BALANCE	5,837	4,037	2,313	(1,724)	(42.7%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget reflects revenues of \$208 and appropriations of \$2,521 for a change in fund balance of \$2,313. This budget is financed primarily by the available fund balance. Appropriations reflect anticipated office expenses, postage and other non-facility costs of the volunteers involved with the Historical Records Commission.

All other expenses related to ongoing maintenance and operations of the historical records facility are paid for out of the General Fund and do not appear in this budget. These expenses include space costs (lease), utilities, insurance, and a copy machine lease. These expenses are approximately \$35,000 annually and are budgeted in the General Services and the Assessor/Recorder Departments.

The Department requests that all fund balance available at the end of FY2012/13 be transferred to the operating budget for use in support of the Historical Records Commission.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

DEPARTMENTAL PURPOSE

Fleet Management is responsible for providing comprehensive services for all vehicle equipment needs for County Departments, three cities and four special districts within Solano County.

FUNCTION AND RESPONSIBILITIES

Fleet Management is responsible for providing the following services: monthly and daily vehicle rentals, equipment maintenance and repair, management of seven fuel sites and acquisition and disposal of vehicles and equipment. Fleet Management is a division of the General Services Department.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Reduced mobile-source air pollution from Solano County operations by increasing the percentage of certified low emission vehicles within the fleet from 85% to 90% (405 vehicles).
- Increased the percentage of hybrid and electric vehicles from 5% to 6% (27 vehicles) of the light equipment fleet.
- Increased the number of light equipment vehicles in the fleet that are capable of operating on E85 alternative fuel from 20% to 33% (141 E85 of 450 total vehicles).
- Continued low staffing levels have resulted in a 128 vehicles per mechanic ratio. This ratio is much higher than the industry standard of 80 vehicles per mechanic, resulting in increased response times to roadside breakdowns and delays for maintenance and repair of vehicles.

WORKLOAD INDICATORS

- Maintains and services 450 County vehicles including 91 vehicles leased to outside agencies.
- Maintains and services over 125 Department-owned vehicles including road graders, loaders, and other public works heavy equipment.
- Maintains and services 12 emergency building generators at County-owned properties.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$4,818,669 reflects increases in revenues of \$773,268, or 19.8%, and \$778,446, or 19.3%, in appropriations when compared to the FY2012/13 Adopted Budget.

The primary funding source for the Fleet Management Division is Charges for Services. Revenues of \$4,120,754 represent an overall increase of \$442,909 when compared to the FY2012/13 Adopted Budget. This revenue is primarily comprised of Vehicle Rental Fees, Other Charges for Services, and Fuel and Oil Delivery. The increase represents increases in fuel and oil prices, as well as increased usage of the vehicle pool.

The primary costs for the Division are:

- Salaries and Employee Benefits, which reflects an increase of \$89,631. This increase represents the addition of 1.0 FTE Equipment Services Worker to help reduce vehicle repair wait time and response time for service/repair of heavy equipment, as well as general increases in health and retirement benefits.
- Services and Supplies, which is estimated to increase by \$203,527 due to continued increases in fuel costs.
- Equipment, which is expected to decrease by \$12,642 due fewer vehicles requiring replacement in FY2013/14 based on the replacement schedule and fewer vehicles reaching their expected useful life.
- Other Financing Uses of \$385,656 represents a transfer out for Pension Obligation Bonds and a \$350,000 transfer to the Accumulated Capital Outlay Fund to fund the Rio Vista Fuel Tank Replacement project.

DEPARTMENT COMMENTS

Countywide budgetary constraints have had the following impacts on the Fleet Management Division:

- Total fleet size has been reduced by 63 vehicles (12%), from a high of 513 vehicles in FY2008/09 to the current 450

Summary of Other Administered Budgets

vehicles. The turn-in of vehicles on monthly leases has resulted in related savings in operations to departments and decreases in offsetting reimbursements for Fleet operations.

- The current performance measure of 128 vehicles per mechanic remains above the industry standard of 80 vehicles per mechanic. This increase in workload has resulted in longer shop time for vehicle maintenance/repair and slower field response time for service/repair of heavy equipment from the Transportation Division and the Sheriff’s Office. The Recommended Budget includes the addition of 1.0 FTE Equipment Services Worker. This additional FTE would decrease the ratio of vehicles to mechanic by 28, from 128 to 100 and would result in decreased vehicle repair wait time and faster field response time for service/repair of heavy equipment. The position cost is recovered through vehicle rates.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	15,924	20,000	10,000	(10,000)	(50.0%)
Charges For Services	3,951,627	3,677,845	4,120,754	442,909	12.0%
Misc Revenue	61,010	107,878	93,088	(14,790)	(13.7%)
Other Financing Sources	203,650	98,217	100,888	2,671	2.7%
From Reserve	0	0	352,478	352,478	0.0%
TOTAL REVENUES	4,232,211	3,903,940	4,677,208	773,268	19.8%
APPROPRIATIONS					
Salaries and Employee Benefits	867,861	869,145	958,776	89,631	10.3%
Services and Supplies	1,829,222	1,743,625	1,947,152	203,527	11.7%
Other Charges	260,408	101,060	246,710	145,650	144.1%
F/A Equipment	1,937,040	1,293,017	1,280,375	(12,642)	(1.0%)
Other Financing Uses	35,839	33,376	385,656	352,280	1055.5%
TOTAL APPROPRIATIONS	4,930,370	4,040,223	4,818,669	778,446	19.3%
NET GAIN(LOSS)	(698,160)	(136,283)	(141,461)	(5,178)	3.8%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes the use of Reserves in the amount of \$352,478 to fund the projected deficit in the budget, which is primarily the result of the \$350,000 transfer to the Accumulated Capital Outlay Fund to fund the Rio Vista Fuel Tank Replacement project.

SUMMARY OF POSITION CHANGES

The Recommended Budget includes the following position change:

- Add 1.0 FTE Equipment Services Worker

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

DEPARTMENTAL PURPOSE

The General Services Department is responsible for providing a safe, convenient, well-maintained regional airport facility for general aviation and business aviation use.

FUNCTION AND RESPONSIBILITIES

The Nut Tree Airport is located in Vacaville and serves both businesses and residents of Solano County and the surrounding region by providing a safe and well-maintained airport which includes a runway, taxiways, tie down areas, helicopter parking, County-owned hangars, ground lease space for privately-owned hangars, and office space for airport customers, businesses and events. The Airport Manager is responsible for planning and implementing airport capital projects funded primarily by federal and state grants in addition to administering day-to-day maintenance and operation of the Airport.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Assumed operation of Airport fueling services, thereby creating an additional source of revenue for Airport operations.
- Leased vacant office spaces and aircraft hangar space generating additional Airport revenue.
- Worked extensively with the City of Vacaville and Solano Economic Development Corporation to promote Nut Tree Airport economic development opportunities.
- Completed necessary environmental analysis and permitting for the removal of obstructions to navigable airspace located adjacent to the west side of the Airport, which will result in improved public aviation safety.
- Completed the Airport Master Plan with extensive public engagement and a Draft Environmental Impact Report.
- Revamped and updated the Airport Capital Improvement Plan (ACIP) for 2013 – 2018 to qualify for Federal Aviation Administration (FAA) funding eligibility of airport capital projects.
- Supported various airport community groups with airport activities including Young Eagle flights for children, spot landing and air rally events, which involved members of the community and Chapter 1230 of the Experimental Aircraft Association as well as the Solano Pilots Association.
- In collaboration with the Jimmy Doolittle Air & Space Museum, the Airport hosted the 2012 Mustang Days event providing the public with the opportunity to take an airplane ride and watch historic military war-birds. The one-day 2012 event was attended by an estimated 2,700 people with over 85 aircraft and 35 classic automobiles on display.

WORKLOAD INDICATORS

- Plan and implement airport capital projects and business and aviation development opportunities.
- Manage, operate and maintain airport fueling systems, services and retail sales.
- Manage, lease and maintain 69 County hangars, administer 39 private corporate ground leases, seven office space leases, and an average of 45 airplane tie down rentals.
- Maintain and operate 285 acres of Airport property, infrastructure, and airfield systems including runway and taxiway lighting and landing systems; water, sewer and storm drainage systems; storm water pollution prevention; weed control and abatement, and repair of airfield facilities.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the Airport of \$1,491,214 reflects increases of \$567,196, or 61.4%, in appropriations, and \$888,705, or 100.1% in revenues.

The primary funding sources for the Airport include:

Property Tax revenues in the amount of \$288,691, which reflects an increase of \$52,926, or 22.4% when compared to the FY2012/13 Adopted Budget. The increase is primarily due to one-time revenues from the dissolution of the redevelopment agencies.

Summary of Other Administered Budgets

Revenue from leases and rentals in the amount of \$520,421, which reflects an increase of \$35,093, or 7.2%, due to the leasing out of vacant office space to PG&E and Hertz, the rental of Hangar A and an increase in lease revenue for the use of land for wireless communication activity.

Charges for services in the amount of \$930,608, which reflects an increase of \$830,108, or 826.0%, due to Airport assuming responsibility for fuel operations from the Fixed Base Operator in September, 2012.

The primary costs for the Airport include:

Salaries and Employment Benefits of \$334,486, which represents a decrease of \$13,983, or 4%, due to the deletion of a higher level position and the addition of a lower level position in FY2012/13. It was determined that the duties performed at the Airport were consistent with that of a Building Trades Mechanic, and not of a Facilities Operations Supervisor.

Services and Supplies of \$1,051,565, which represents an increase of \$788,900, or 300.5%, which is primarily due to the added expense of fuel for resale.

Other Charges of \$92,318, which represents a decrease of \$206,560, or 69.1%, largely due to a reduction in Countywide Overhead costs.

DEPARTMENT COMMENTS

The Airport is reducing operating costs, improving revenues, and planning for the future in order to support the development of new capital facilities and additional business opportunities.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Taxes	265,191	235,765	288,691	52,926	22.4%
Revenue From Use of Money/Prop	454,787	485,328	520,421	35,093	7.2%
Intergovernmental Rev State	13,856	13,921	13,921	0	0.0%
Intergovernmental Rev Federal	137,624	0	0	0	0.0%
Intergovernmental Rev Other	23,357	40,230	0	(40,230)	(100.0%)
Charges For Services	92,000	100,500	930,608	830,108	826.0%
Misc Revenue	20,578	11,992	22,800	10,808	90.1%
TOTAL REVENUES	1,007,393	887,736	1,776,441	888,705	100.1%
APPROPRIATIONS					
Salaries and Employee Benefits	345,797	348,469	334,486	(13,983)	(4.0%)
Services and Supplies	477,599	262,575	1,051,565	788,990	300.5%
Other Charges	274,247	298,878	92,318	(206,560)	(69.1%)
F/A Land	9,340	0	0	0	0.0%
F/A Bldgs and Imprmts	1,885	0	0	0	0.0%
Other Financing Uses	15,419	14,096	12,845	(1,251)	(8.9%)
TOTAL APPROPRIATIONS	1,124,287	924,018	1,491,214	567,196	61.4%
NET GAIN(LOSS)	(116,894)	(36,282)	285,227	321,509	(886.1%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Airport has been operating with a structural deficit over several years and is using loan proceeds from the General Fund as working capital to help gap the difference between revenues and operating costs. Loans from the County General Fund currently total \$2,831,186. On May 8, 2012, the Director of the Department of General Services and the Airport Manager presented to the Board a report on the financial status of the Airport and a plan for the elimination of the structural deficit over a period of five years.

The Board authorized the Airport to operate with a deficit for five years to give management the time and opportunity to implement their proposed revenue enhancement and expenditure reduction plans.

In FY2012/13, a separate budget unit (BU 9010) was created to account for special and capital projects

In September, 2012, the Board approved the termination of the Airport's Fixed Base Operator and the Airport staff assumed aviation fuel services. The significant increases in appropriations and revenues primarily reflect that change in operations.

SUMMARY OF POSITION CHANGES

Changes in the Airport's position allocations from the FY2012/13 Adopted Budget are provided below:

On February 19, 2013, the Board of Supervisors approved the following position changes:

- Deleted 1.0 FTE Facilities Operations Supervisor
- Added 1.0 FTE Building Trades Mechanic

PENDING ISSUES AND POLICY CONSIDERATIONS

In the Airport's Recommended Budget, revenues are expected to exceed operating costs. Opportunities for improving Airport revenue are anticipated to continue to occur. A continued challenge facing the airport in the near-term will be to generate additional revenue to meet the local matching funds necessary to implement FAA and State grants on airport improvement projects.

FUNCTION AND RESPONSIBILITIES

This budget is used for Airport improvement projects of which a percentage is funded through State and Federal Aviation Administration (FAA) grants.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev State	0	142,105	142,105	0	0.0%
Intergovernmental Rev Federal	0	0	108,000	108,000	0.0%
TOTAL REVENUES	0	142,105	250,105	108,000	76.0%
APPROPRIATIONS					
Services and Supplies	0	331,315	338,315	7,000	2.1%
TOTAL APPROPRIATIONS	0	331,315	338,315	7,000	2.1%
NET GAIN(LOSS)	0	(189,210)	(88,210)	101,000	(53.4%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget of \$338,315 includes an increase in revenues of \$108,000 and an increase in appropriations of \$7,000 when compared to the FY2012/13 Adopted Budget. The increase in revenues reflects anticipated revenue from the FAA for Phase I of the Runway Threshold Shift project, which is in the design phase of this project. The increase in appropriations represents the funding match required from the Airport Fund for Phase I of the Runway Threshold Shift project.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Airport will need to generate revenue in the future to provide for required local matches toward State and federal grants. Three capital projects are recommended in FY2013/14 as noted below:

- The Western Grove Obstruction Removal Project was included in the FY2012/13 Adopted Budget; however, due to project construction constraints and delays in the approval of habitat mitigation, the project was re-scheduled for fall 2013. The project is 90% funded through a grant from Caltrans Division of Aeronautics. Habitat mitigation for the project is recommended to be funded through the Airport Fund from the remaining General Fund loan balance from 2010.
- The Environmental Impact Report (EIR) for the Airport Master Plan is expected to be completed in FY2012/13; however, the report will require minor follow-up and close-out funding during FY2013/14. The EIR is being funded through the Airport Fund from the remaining General Fund loan balance from 2010.
- The Airport Master Plan identifies a shift in the Airport runway thresholds to address an existing runway safety area issue. Phase I (design) of the Runway Threshold Shift project is expected to take place in FY2013/14 followed by project construction in FY2014/15. The FAA has indicated early support for the design and construction of the project. Addressing runway safety area issues are of a high national priority for the FAA. The project is eligible for 90% funding through the FAA Airport Improvement Program.

FUNCTION AND RESPONSIBILITIES

The Solano County Board of Supervisors approved the closure and termination of operations at the Fouts Springs Youth Facility effective August 2011.

Operational responsibility for the facility and its operating permits along with the budget unit and the allocation for 0.60 FTE part time staff have been transferred from the County Probation Department to the Department of General Services in FY2011/12. The Department of General Services oversees the maintenance and safeguard of the grounds and facilities and is serving as lead in the decommissioning process to terminate the Special Use Permit with the U.S. Department of Agriculture/Forest Service who owns the land.

DEPARTMENTAL BUDGET SUMMARY

As part of the FY2012/13 Adopted Budget, the Board approved a general fund allocation in the amount of \$1.5 million to support decommissioning efforts. At this time, analysis and negotiations continues with the U.S. Department of Agriculture/Forest Service and the General Services Department is estimating the cost of demolition and removal to reach \$1.5 million.

The FY2013/14 Recommended Budget of \$1,673,125 reflects a decrease of \$1,479,519, or 88.8%, in revenues, and an increase of \$6,455, or .4%, in appropriations.

The appropriations included in the Recommended Budget cover the cost of decommissioning (\$1,486,456) carried forward from FY2012/13, as well as the costs for maintenance and security of the facility, including a part-time building maintenance staff on site (\$186,669). With the closure of the facility in 2011, program revenues, along with State and federal grants stopped. Therefore, all costs associated with this facility are funded by the General Fund. In FY2013/14, efforts will continue to complete the closure and ultimate transfer of the land and remaining assets back to U.S. Department of Agriculture/Forest Service, and eliminate the County costs in future years.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev State	24,068	0	0	0	0.0%
Intergovernmental Rev Federal	(6,371)	0	0	0	0.0%
Charges For Services	454,411	0	0	0	0.0%
Misc Revenue	21,174	0	0	0	0.0%
Other Financing Sources	473,825	1,666,188	186,669	(1,479,519)	(88.8%)
TOTAL REVENUES	967,106	1,666,188	186,669	(1,479,519)	(88.8%)
APPROPRIATIONS					
Salaries and Employee Benefits	820,635	83,112	79,432	(3,680)	(4.4%)
Services and Supplies	104,432	1,579,607	1,589,925	10,318	0.7%
Other Charges	20,213	1,000	1,000	0	0.0%
Other Financing Uses	21,827	2,951	2,768	(183)	(6.2%)
TOTAL APPROPRIATIONS	967,108	1,666,670	1,673,125	6,455	0.4%
NET GAIN(LOSS)	(1)	(482)	(1,486,456)	(1,485,974)	308293.4%

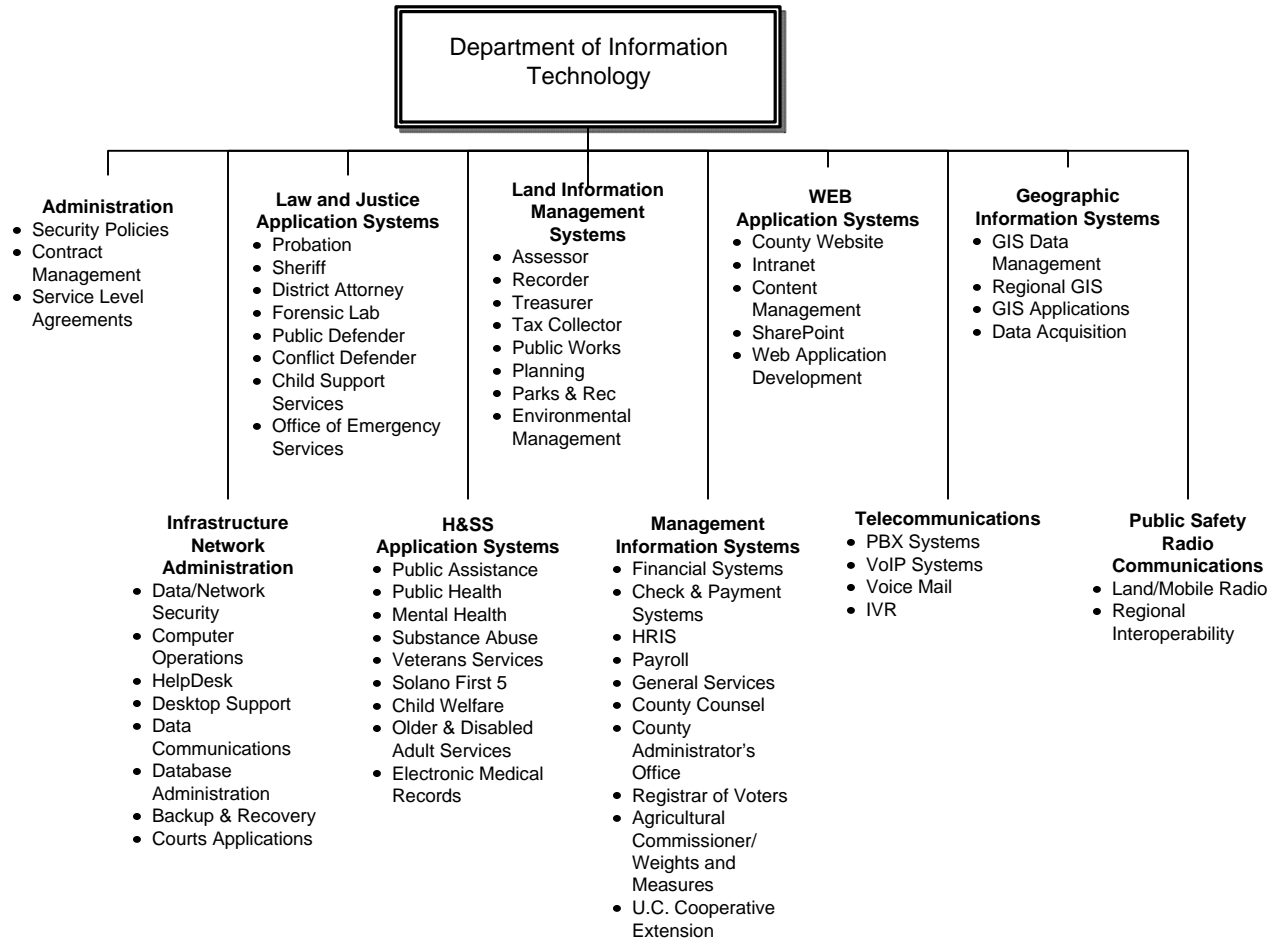
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the Fouts Springs' position allocation from the FY2012/13 Adopted Budget are provided below:

- In May 2013, as part of the Third Quarter Report, the Board of Supervisors approved the extension of the .60FTE limited term Building Trades Mechanic (Lead) which was due to expire on June 30, 2013 to June 30, 2014 to complete the decommissioning process.



DEPARTMENTAL PURPOSE

The Department of Information Technology (DoIT) develops, implements and supports computing and communications technologies and provides related technical services in support of the County's business processes. DoIT supports all County departments in automating and improving the delivery of programs and services to the public.

Budget Summary:	
FY2012/13 Third Quarter Projection:	17,316,469
FY2013/14 Recommended:	18,874,254
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	43

FUNCTION AND RESPONSIBILITIES

DoIT is responsible for providing information technology and communications infrastructure and software application development and support services to all County departments. It carries out this responsibility through ten divisions. Six divisions, organized by business area, provide application development and management services to departments. Three divisions provide infrastructure support for all computing technologies, telecommunications, and public safety radio communications. The Department also includes one administrative division responsible for fiscal activities, security and operational policies and project coordination.

Ira Rosenthal, Chief Information Officer

Other General

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

DoIT has been addressing the cost of the County's information technology budget since 2004 through consolidation, implementation of virtualization technologies and staff reductions. Staff total, including ACS contractor staff was 115.0 FTEs in 2004. The DoIT workforce is now at 87.5 FTEs (43.0 County and 44.5 ACS contractors) or a total reduction of almost 25%. This comes at a time when the County is in need of automation to carry out mandated activities with shrinking budgets and lower levels of staffing. However, DoIT, with the support of its business partners in departments throughout the County, has been able to make significant progress in improving the technology tools and capabilities available to County users and in the automation of business processes.

- Business Process Automation and Workflow
 - Continued the deployment and maintenance of over 175 Documentum-based imaging applications to significantly reduce paper storage requirements and minimize search and retrieval of documents in various departments.
 - Completed the implementation of the Tax Collector's Lock Box automation to streamline the collection of tax receipts.
 - Completed the expansion of the Tax Collector's on-line payment process to include redemption payments for delinquent tax bills, providing additional options and further reducing lobby traffic for customers.
 - Using the ARIES regional law enforcement data sharing system, converted the paper/fax process for Probable Cause Declarations to an electronic workflow. This new workflow will affect the Courts, Sheriff's Office (Custody and Patrol), and every agency that books offenders into the County jail.
 - Completed the implementation and deployment of the New Legislative Management Suite providing an environment to produce and track the agenda creation and publishing process. As part of the Granicus software upgrade, agenda packages can now be delivered for review electronically. Completed phase two of the Granicus implementation to remotely host the application off-site. Remote hosting reduces hardware maintenance and provides authorized users direct access from any internet connected location, removing the dependence on County networks and equipment.
 - Continue automation of the "Procure to Pay" business process from the creation of requisitions and purchase orders through receipt, accounts payable, and asset tracking using automated workflow to reduce cycle time and administrative costs while also improving accounting controls. Completed the automated requisition to purchase order workflow countywide.
 - Assist in the replacement of the pilot eRoster polling place application with a new vendor-provided, tablet-based system that will be used countywide starting with the November 2013 election.
 - Assist in the implementation and testing of the new Case Management, Information and Payrolling System (CMIPS II) to provide a more efficient and user-friendly system to support IHSS programs.
- New System Development and Implementation
 - Completed the implementation of processes and software to automate and integrate the Assessor map update process to provide direct updates to the Geographical Information System (GIS) parcel fabric eliminating the requirement to maintain duplicate data sets. Based on the results from the initial pilot project, process adjustments were made and the final map data conversion accomplished resulting in reduced labor hours and improved overall accuracy and quality of the parcel fabric.
 - Completed the deployment of two public facing applications; the TaxParcel Viewer and the Solano Maps replacement, iSolano. Both applications utilize updated development tools and standardized information delivery formats to reduce maintenance costs and increase maintainability.
 - Complete implementation of the NextGen Electronic Health Record (EHR) Systems for H&SS Family Health Services and Dental Services including digital x-rays, laboratory and billing interfaces. These systems support the County's goal to use automation to provide better services to County residents and increase worker productivity. The systems will also make the County compliant with Federal mandates for electronic health records.

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- Continue the installation and configuration of the Avatar Electronic Health Record (EHR) System for H&SS Mental Health and Substance Abuse Divisions. Like the NextGen EHR, Avatar automates processes to help provide better services to County residents as well as put the County in compliance with Federal mandates for electronic health records. The first phase of the system is scheduled to go in production by June 30, 2013.
 - Continue planning and implementation for the Health Information Exchange (HIE) system that will be used to exchange health information between NextGen, Avatar and the County laboratory. This new project uses the Mirth Connect software to transform data from one format to another and enable the different systems to communicate and exchange data. As part of the project, the County coordinates with regional HIE organizations for future data exchanges with other health service providers.
 - Assisted the Parks and Recreation Division of Resource Management in completing the acquisition and implementation of an automated on-line park reservation and management system to allow the public to reserve and pay for camp sites over the Internet.
 - Assisted the Parks and Recreation Division of Resource Management in completing the acquisition and implementation of an un-attended payment collection kiosk at the County's two boat ramp facilities to allow the public to pay for boat launch and parking fees.
 - Continued expanding the implementation of the County's standardized credit card acceptance and processing solution through the installation of seven Point-Of Sale terminals, allowing departments to accept credit and debit cards and providing a convenient service to the public.
 - Continued the implementation of the Assessor's Office acquisition of an automated valuation module to streamline the valuation and enrollment of property changing ownership.
 - Continued the implementation and deployment activities for the IntelliTime system which will improve payroll processing controls, improve productivity, enable time-study enhancements and assist in the scheduling of staff resources.
 - Commenced the project to replace the Inmate Management System with a newly selected system. Implementation will coincide with the construction of the new Claybank AB 900 Jail facility. The system will integrate with the facility's security systems and interface to numerous custody support systems. The new system will allow for more efficient operations due to data sharing across systems (Dispatch, Records, Jail, Probation, commissary, etc.) and the ability of custody officers to access data via tablets or other "smart" devices.
 - Continue planning and implementation of a Custody Video Visitation/Arraignment system for the AB 900 jail. This web-based video visitation system will function as a long-term strategic system for the Sheriff's Office that will increase safety, improve efficiency, reduce costs associated with staffing, transportation of inmates, probation and parole visits, attorney visits and public visits and allow inmates to continue relationships with family and friends while incarcerated.
 - Implemented a database server and centralized reporting services in the Solano Public Safety wide area network (WAN) accessible by the Law and Justice departments (Sheriff, Probation, DA, Public Defender, DCSS) and Solano Law Enforcement partners (Vallejo, Fairfield, Vacaville, Suisun, Benicia, Dixon, Rio Vista). This will be used as a secure, collaborative work space to share common AB 109 information and is particularly important for Sheriff and Probation since they are co-managing the AB 109 prisoners and have a heightened need for coordination and information sharing. Central reporting will be developed here for access to and by all Law and Justice partners.
 - Continued the design and deployment of a photo server interface between Solano County's AFIS (mug shot/fingerprint system) and Sacramento's five county, regional mug shot and fingerprint system. This will allow Solano to share fingerprint and mug shot data with four surrounding counties.
 - Continued the upgrade of the Integrated Financial Accounting System (IFAS), Property Tax System, and the PeopleSoft HR/Payroll system. Completed hardware platform upgrade for PeopleSoft; hardware and software upgrade for IFAS; and, the Property Systems completion is scheduled for first quarter of FY2013/14.

Ira Rosenthal, Chief Information Officer

Other General

- Infrastructure Improvements
 - Replaced the legacy phone system for 650 users at the Beck Avenue campus with an expansion of the County's VoIP system.
 - Deployed in-vehicle mobile GIS mapping clients to 170 First Responders under a Homeland Security grant obtained by the Office of Emergency Services (OES).
 - Pilot tested and deployed new cellular broad-band data communications to the Sheriff's patrol vehicles. This project will allow the County to comply with Department of Justice (DOJ) mandate for "2nd Factor Authentication" for all vehicle computers as of September 2013 (capability is not supported by the County's current radio frequency network), and a Federal Communications Commission (FCC) mandate for narrow banding of the County's data radio frequency (capability is not supported by County's current vehicle radio modems). DoIT is testing a trunk-mounted cellular modem that will create a secured "Wi-Fi" zone around the car to connect the vehicle laptop and other smart devices back to the County.
 - Continue to build-out and improve the Solano Public Safety WAN. The network space that used to only host the County Sheriff-hosted California Law Enforcement Telecommunications System (CLETS) server, has been developed into a secure network area for hosting regional law enforcement shared and potentially-shared resources. This area provides a regional criminal justice information system (CJIS) network including:
 - A SharePoint environment that will function as a regional "data store" for the County's CAD, RMS, Mobile, and FBR systems. A separate, secured network area hosts this server so that it is accessible by the appropriate County departments, and also every Solano law enforcement agency that connects to DOJ/CLETS via the Sheriff's Office
 - An Active Directory Domain with multiple security zones has been created to secure user-access to the shared resources, connection to California DOJ, as well as every Solano CLETS agency, Contra Costa County Sheriff, and Sacramento County Sheriff.
 - A network, security equipment and software that will be supplemented with additional security equipment and intrusion detection/prevention capabilities.
 - A "virtual server farm" with equipment that can host multiple servers within a robust, redundant environment. Eight servers have been virtualized so far, reducing data center power consumption and heat output.
 - Implemented the technology infrastructure to support the medical records projects in H&SS.
 - Continue to implement and refine mobile device management software to allow for more secure use of mobile computing devices such as tablets and smartphones.
 - Complete the implementation of enterprise fax services and integrate it into the County e-mail system in order to eliminate the need for and cost of standalone fax machines.
 - Modernized the email infrastructure by implementing new versions of Microsoft Exchange 2010 Server.
 - Completed the data network and telecommunications build-out for the Twin Campus Project, the William J. Carroll Government Center and the Claybank Security Upgrade project.
 - Plan, design and implement the data network and telecommunication infrastructure needs for the Claybank AB 900, the new animal shelter and the Cordelia warehouse.
 - Plan, design and implement infrastructure enhancements needed to support a video visitation system for the current Claybank and Fairfield jails that will allow for visitation over the Internet and also allow for conferencing with attorneys, the Courts and County departments.
 - Plan and implement public safety radio system improvements including connections to Contra Costa County and Sacramento County Sheriff's Offices, as well as, the Bay Loop. These microwave connections will be used to increase interoperability and data sharing between County law enforcement agencies.

WORKLOAD INDICATORS

- During the period of March 1, 2012 to February 28, 2013, there were a total of 18,706 work orders and trouble tickets received by the HelpDesk. Of the trouble tickets received there were: Three Priority 1 Incidents, 23 Priority 2 Incidents, 1,058 Priority 3 Incidents, and 9,206 Priority 4 Incidents reported to the Helpdesk and resolved within published service level targets.
- 323 servers, of which 142 are physical and 181 are virtual, and over 146 terabytes of data were maintained in operation and exceeded the 99.9% system availability service level threshold.
- Over 4,000 PCs, 3,700 telephones, 1,700 printers, and 720 network devices are supported across 27 wide-area network locations.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
DOIT-ADMINISTRATION	723,104	738,049	762,767	24,718	3.3 %
INFRASTRUCTURE	7,606,546	7,959,295	8,807,350	848,055	10.7 %
LAW & JUSTICE APPLICATION SYSTEMS	608,865	585,050	750,909	165,859	28.3 %
H&SS APPLICATION SYSTEMS	1,208,616	1,246,086	1,447,264	201,178	16.1 %
MANAGEMENT INFORMATION SYSTEMS	1,300,926	1,942,891	1,484,561	(458,330)	(23.6) %
LAND INFORMATION MANAGEMENT SYSTEMS	2,290,483	2,305,748	2,283,551	(22,197)	(1.0) %
WEB APPLICATION SYSTEMS	625,179	638,350	662,599	24,249	3.8 %
GEOGRAPHIC INFORMATION SYSTEMS	801,106	967,831	1,086,890	119,059	12.3 %
TELECOMMUNICATIONS	1,788,041	1,652,475	1,555,875	(96,600)	(5.8) %
PUBLIC SAFETY RADIO COMMUNICATION	439,518	361,545	387,663	26,118	7.2 %
TOTAL REVENUES	17,392,384	18,397,320	19,229,429	832,109	4.5 %
APPROPRIATIONS					
DOIT-ADMINISTRATION	738,931	742,846	765,494	22,648	3.0 %
INFRASTRUCTURE	7,651,094	8,122,341	9,281,525	1,159,184	14.3 %
LAW & JUSTICE APPLICATION SYSTEMS	614,579	589,354	753,717	164,363	27.9 %
H&SS APPLICATION SYSTEMS	1,218,233	1,254,687	1,466,588	211,901	16.9 %
MANAGEMENT INFORMATION SYSTEMS	1,527,416	1,853,342	1,431,683	(421,659)	(22.8) %
LAND INFORMATION MANAGEMENT SYSTEMS	1,489,912	1,520,318	1,498,917	(21,401)	(1.4) %
WEB APPLICATION SYSTEMS	626,258	635,457	662,975	27,518	4.3 %
GEOGRAPHIC INFORMATION SYSTEMS	812,373	967,730	1,087,181	119,451	12.3 %
TELECOMMUNICATIONS	1,555,812	1,561,189	1,538,212	(22,977)	(1.5) %
PUBLIC SAFETY RADIO COMMUNICATION	438,892	363,444	387,962	24,518	6.7 %
TOTAL APPROPRIATIONS	16,673,500	17,610,708	18,874,254	1,263,546	7.2 %
CHANGE IN FUND BALANCE					
DOIT-ADMINISTRATION	(15,827)	(4,797)	(2,727)	2,070	(43.2) %
INFRASTRUCTURE	(44,548)	(163,046)	(474,175)	(311,129)	190.8 %
LAW & JUSTICE APPLICATION SYSTEMS	(5,714)	(4,304)	(2,808)	1,496	(34.8) %
H&SS APPLICATION SYSTEMS	(9,617)	(8,601)	(19,324)	(10,723)	124.7 %
MANAGEMENT INFORMATION SYSTEMS	(226,490)	89,549	52,878	(36,671)	(41.0) %
LAND INFORMATION MANAGEMENT SYSTEMS	800,571	785,430	784,634	(796)	(0.1) %
WEB APPLICATION SYSTEMS	(1,079)	2,893	(376)	(3,269)	(113.0) %
GEOGRAPHIC INFORMATION SYSTEMS	(11,267)	101	(291)	(392)	(388.1) %
TELECOMMUNICATIONS	232,229	91,286	17,663	(73,623)	(80.7) %
PUBLIC SAFETY RADIO COMMUNICATION	626	(1,899)	(299)	1,600	(84.3) %
NET GAIN(LOSS)	718,884	786,612	355,175	(431,437)	(54.8) %

Ira Rosenthal, Chief Information Officer

Other General

STAFFING					
ADMINISTRATION	5	5	5	0	0.0
INFRASTRUCTURE	0	0	0	0	0.0
LAW & JUSTICE APPLICATION	4	4	5	1	25.0
H&SS APPLICATION SYSTEMS	10	10	10	0	0.0
MANAGEMENT INFORMATION	5	5	5	0	0.0
LAND INFORMATION MANAGEMENT	9	9	9	0	0.0
WEB APPLICATION SYSTEMS	4	4	4	0	0.0
GEOGRAPHIC INFORMATION SYSTEMS	1	1	1	0	0.0
TELECOMMUNICATIONS	2	2	2	0	0.0
PUBLIC SAFETY RADIO	2	2	2	0	0.0 %
TOTAL STAFFING	42	42	43	1	2.4 %

DEPARTMENTAL BUDGET SUMMARY

The Department’s Recommended Budget of \$18,874,254 represents an overall increase of \$832,109 or 4.5% in revenues and an increase of \$1,263,546 or 7.2% in appropriations when compared to the FY2012/13 Adopted Budget. The projected increase in the ending Fund Balance is \$355,175.

The Department is an Internal Service Fund and as such its only funding source is through charges for services to County departments. A significant portion of the Department’s costs are for hardware and software acquisition and software licenses. Many of these costs are cyclical in nature and dependent upon hardware/software product life-cycles. Approximately fifty percent of the Department’s budget is staff-related with the other fifty percent comprised of purchased goods and services and County allocations.

Infrastructure costs include \$4,662,557 in contract staffing (ACS) and \$4,379,624 for software licenses, hardware, and communications services. Infrastructure functions include network administration, data communications, security, computer operations, help desk, desktop support, database and operating systems administration, data storage management, backup and recovery, and application support for Solano Superior Court.

Major maintenance contracts for Infrastructure include \$608,000 for Microsoft Office Software and Windows Access Licenses, \$92,000 for Symantec backup software, and \$250,000 for Oracle database software. New fixed asset purchases required to refresh equipment include \$429,000 for replacement of network devices and servers, \$500,000 for hardware and software for Exchange archiving, and \$101,000 for Check Point encryption software.

Applications Services provide software application development and management, contract management, project management, support for production processes, implementation of software patches and upgrades, business systems process improvement, and public access to information and services. These costs consist of \$5,178,377 for staffing, \$721,251 in Contractor (ACS) cost, \$302,670 in County cost allocations for Administrative Overhead and Building Use charges, Insurances, and \$1,508,080 for hardware, software and other third party services.

Major contracts within these Applications Services cost centers include \$224,640 for assistance with the Electronic Health Records project, \$50,000 in services for an IFAS upgrade, \$50,000 in services for PeopleSoft Upgrade, \$204,875 for PeopleSoft maintenance, \$115,000 for IFAS maintenance, \$25,300 for IntelliTime maintenance, \$49,000 for GIS software, \$50,000 in services for SCIPS platform enhancements, \$216,705 for Pictometry ortho-photography flyover and building footprint change detection, \$45,000 for Open Spatial consulting, \$46,536 for Web software maintenance and \$90,584 for tools maintenance required for SCIPS property system.

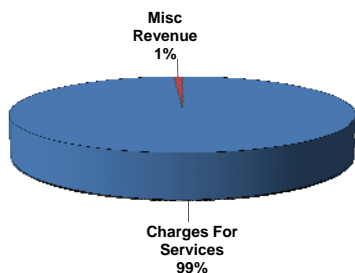
Communications cost centers are Telecommunications and Public Safety Radio Communications, which provide telecommunications installation, programming, and support for phone systems, voice mail, and interactive voice response systems. These cost centers also provide engineering, installation, programming, and support of the public safety radio system. They consist of \$507,146 in staffing, \$49,869 in County administration overhead and insurances, \$143,118 for an ACS VOIP engineer, \$44,740 for cabling contractors and radio sub-contractors, \$746,775 as pass-through telephone usage, voicemail and other charges, and \$434,526 for hardware, software and vendor services. Major contracts within the communications cost centers include \$746,775 to AT&T for phone usage, \$91,990 for Cisco licenses and maintenance, \$42,500 for Net Versant and \$20,000 for cabling.

Overall, the \$1,263,546 increase in expenses is primarily the result of a \$259,781 increase in labor costs resulting from increases in employee benefit rates, unemployment insurance, and one additional staff, and; \$630,902 increase in Services and Supplies primarily the result of increase in the ACS contract (for a contractually obligated COLA), software maintenance and licenses, and offset some by savings in telephone usage, completion of IntelliTime and PeopleSoft upgrade projects, \$321,000 increase in computer equipment fixed assets, and \$51,863 net other miscellaneous costs.

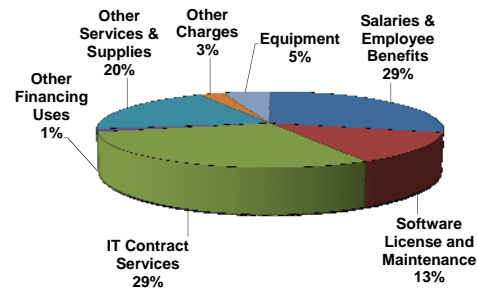
DEPARTMENT COMMENTS

In response to repeated staffing and other cost reductions, the Department has restructured management and staff workloads and re-assigned applications and systems to continue to support all technology requirements in the County. However, these reductions along with workload increases will cause delays in hardware, software, and system maintenance and repairs, leading to cancelled or delayed projects, and limit overall technology advances and improvements.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	71,951	39,200	39,200	0	0.0%
Intergovernmental Rev Other	0	0	85,000	85,000	0.0%
Charges For Services	17,207,468	18,298,120	19,045,229	747,109	4.1%
Misc Revenue	112,964	60,000	60,000	0	0.0%
TOTAL REVENUES	17,392,383	18,397,320	19,229,429	832,109	4.5%
APPROPRIATIONS					
Salaries and Employee Benefits	5,308,170	5,212,518	5,464,297	251,779	4.8%
Services and Supplies	9,449,043	11,067,252	11,698,154	630,902	5.7%
Other Charges	910,984	442,214	494,077	51,863	11.7%
F/A Bldgs and Imprmts	32,923	0	0	0	0.0%
F/A Equipment	491,187	675,500	996,500	321,000	47.5%
F/A - INTANGIBLES	247,394	0	0	0	0.0%
Other Financing Uses	233,798	213,224	221,226	8,002	3.8%
TOTAL APPROPRIATIONS	16,673,499	17,610,708	18,874,254	1,263,546	7.2%
NET GAIN(LOSS)	718,884	786,612	355,175	(431,437)	(54.8%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Significant adjustments include increases in appropriations of \$259,781 in labor costs primarily due to labor cost changes and one additional staff; \$531,467 for software maintenance and support primarily resulting from increases in vendor costs, including

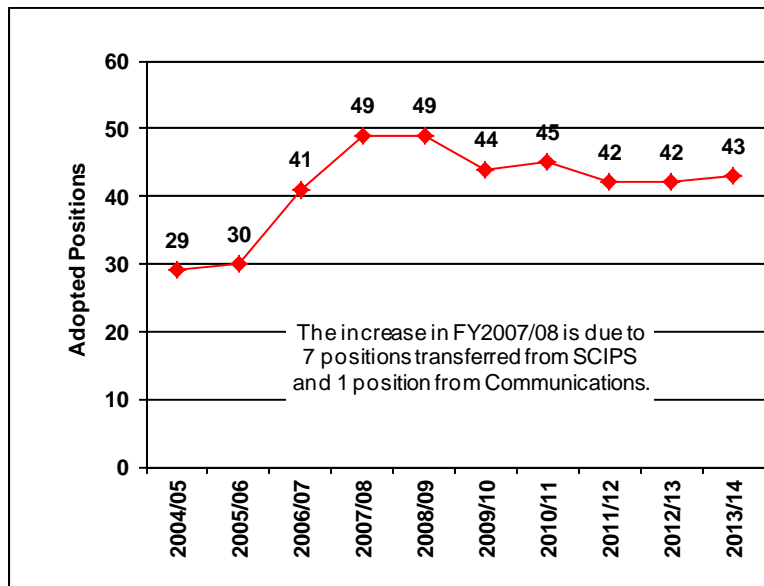
Ira Rosenthal, Chief Information Officer
Other General

Microsoft Office software; \$262,526 for software, including the Exchange archiving project and Check Point encryption software, and \$321,000 for computer equipment for the Exchange archiving project and other equipment classified as fixed assets. The increases are offset by a decrease of \$343,161 in consulting services due to completion of IntelliTime and PeopleSoft upgrade.

SUMMARY OF POSITION CHANGES

In February 2013, a Senior Systems Analyst was added to DoIT’s Law and Justice Support Division to provide additional technical support for implementation and maintenance of ongoing and planned IT projects at the Sheriff’s Department, including projects related to the jail system, AB 109 state reporting requirements, records and dispatch.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The IT services agreement with Xerox/ACS that has been in place since July 2006 was to expire on June 30, 2013. On May 7, 2013, the Board of Supervisors authorized the Chief Information Officer to negotiate and execute amendments to the Information Technology Services Agreement (ITSA) with Xerox that extended the ITSA for up to 18 months, and approved an IT outsourcing strategy to optimize infrastructure flexibility, provide a resilient and secure computing environment, and leverage new technologies. The new IT sourcing strategy will include staff augmentation and use of Cloud technology and managed services. The contract extension will provide a bridge for providing uninterrupted services until the new sourcing strategy is fully in place.

The County has been using a new Electronic Health Records (EHR) information system for the Public Health and Dental Clinics for the past year. In addition, a new EHR information system for Behavioral Health will be implemented in FY2013/14 and a new system for Health Information Exchange (HIE) is expected shortly thereafter. It is understood by both DoIT and H&SS management that the support structure is understaffed. Revenue shortfalls in H&SS have prevented the departments from resolving the issue. Once the Behavioral Health EHR and the HIE are placed in service, the staffing issue may become critical. Added to that are unknown impacts of the Affordable Care Act and the expansion of functionality required for the EHRs to comply with “meaningful use” requirements of the Health Information Technology for Economic and Clinical Health (HITECH) Act. The Department will work with H&SS, Human Resources and the County Administrator’s Office to develop a long-term staffing plan with appropriate job classifications during the first quarter of the fiscal year.

The Affordable Care Act, in addition to potentially impacting staff support of the EHR systems, may impact infrastructure support depending upon levels of service that need to be provided beyond the standard 8 to 5 hours of operation.

Vendor support for the District Attorney’s (DA) Case Management System is waning. The DA will need to search for a new case management system in the next fiscal cycle and staff currently budgeted may not be sufficient to support implementation.

Although recently augmented by the addition of one Systems Analyst, the Law and Justice Division's staffing faces a number of workload challenges that may tax them beyond their capacity: implementing a new Inmate Management System, video visitation, video arraignment; supporting mobile GIS for non-county users; adding support for cellular vehicle broad-band data and multi-factor authentication; maintenance and support of the AB 109 data sharing environment; new data analysis and report development; and, build-out and support of the public safety regional network.

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DEPARTMENTAL PURPOSE

The Accumulated Capital Outlay (ACO) budget reflects funding used to administer capital projects, acquire real property, plan capital improvements, construction of new facilities, facility renewal, and repairs to existing County facilities.

Budget Summary:

FY2012/13 Third Quarter Projection:	67,096,545
FY2013/14 Recommended:	11,703,026
County General Fund Contribution:	2,427,686
Percent County General Fund Supported:	2.1%
Total Employees (FTEs):	0.0

FUNCTION AND RESPONSIBILITIES

Responsibilities include overseeing construction projects, tracking and monitoring of expenditures and revenues associated with the projects, recommending uses of available funds for new capital projects, performing comprehensive planning studies, acquiring real property, and improving existing County facilities. The Department of General Services oversees this budget.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

In FY2012/13, the following projects were completed:

- Suisun Vets Building Improvement - 427 Main Street, Suisun City including a \$38,000 Federal Housing and Urban Development grant into the project to provide barrier removal improvements required under the Americans with Disabilities Act in public right of way.
- William J. Carroll Government Center/Dental Clinic - 1119 East Monte Vista Avenue, Vacaville: Implemented a \$2.2 million Federal American Recovery and Reinvestment Act grant for construction and equipment to expand services at the Dental Clinic.
- Claybank Facility Security Upgrade - 2500 Claybank Road, Fairfield
- Admiral Callaghan Parking Lot (Phase I) - 420 Admiral Callaghan Lane, Vallejo
- JFK Branch Library Consolidation Project - 505 Santa Clara Street, Vallejo
- Lake Solano Park Picnic Tables & Fire Rings Purchase and Installation - 8685 Pleasants Valley Road, Winters
- New Fish Station at Sandy Beach Park - 2333 Beach Drive, Rio Vista
- ADA Parking at Rear - 275 Beck Avenue, Fairfield
- Vallejo Veterans Reroofing and HVAC Replacement - 420 Admiral Callaghan Lane, Vallejo
- Animal Care Renovation/Expansion Project Design Services - 2510 Claybank Road, Fairfield
- Five-Year Capital Facilities Improvement Plan, FY2012/13 - FY2016/17
- Completed Environmental Site Report (ESR) for the former Fouts Springs Youth Facility as part of the site closure process required by the United States Forest Service

WORKLOAD INDICATORS

In FY2013/14:

- Finalize construction, closeout, and coordinate move transition of the Sheriff's Office into the new 362-bed, 127,800 sf Claybank adult detention facility in Fairfield, which is financed with up to \$61.545 million in local jail grant funds awarded by the State of California
- Complete reroofing and HVAC replacement of the existing Veterans Building in Vallejo
- Complete removal of barriers at the Vallejo Veteran's Hall to improve access for persons with disabilities
- Complete design, solicit bids and replace non-conforming boilers at four County facilities in Fairfield and Vallejo with boilers that meet current Bay Area Air Quality Management District requirements

1700 – Fund 006-Accumulated Capital Outlay (ACO)

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- Update the ADA Transition Plan to assess and document compliance of County buildings with the American with Disabilities Act (ADA)
- Complete the Animal Care Expansion Project, which includes construction of a new pre-engineered 12,500 square-foot kennel, renovation of 2,600 sf portion of the existing Animal Shelter Building, and installation of 26 additional parking stalls.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CAPITAL PROJECTS	4,474,238	65,829,996	6,195,133	(59,634,863)	(90.6) %
TOTAL REVENUES	4,474,238	65,829,996	6,195,133	(59,634,863)	(90.6) %
APPROPRIATIONS					
CAPITAL PROJECTS	9,500,782	66,103,871	11,703,026	(54,400,845)	(82.3) %
TOTAL APPROPRIATIONS	9,500,782	66,103,871	11,703,026	(54,400,845)	(82.3) %
CHANGE IN FUND BALANCE					
CAPITAL PROJECTS	5,026,543	273,875	5,507,893	5,234,018	1911.1 %
NET CHANGE	5,026,543	273,875	5,507,893	5,234,018	1911.1 %

DEPARTMENTAL BUDGET SUMMARY

The primary funding sources for capital projects are:

- \$1,844,360 in Taxes, reflecting an increase of 15.1% when compared to the FY2012/13 Adopted Budget due to the reclassification of Redevelopment Pass-Through revenues from Intergovernmental Revenues to Taxes.
- \$100,000 in interest income which is consistent with prior year amount.
- \$26,090 in Homeowner Property Tax Relief revenues.
- \$2,427,686 from the Capital Renewal Fund Reserve of the General Fund to fund deferred maintenance projects.
- \$1,446,985 in 2011 Public Safety Realignment funding to cover AB109 capital related projects.

The primary costs in the ACO budget are the project budgets. The projects are driven by the need for capital improvements to provide county services, develop facilities, perform major repairs/replacements that add value or preserve real property assets, and create land/master plans to address current and future space needs.

The Recommended Budget includes the following appropriations for administration and capital projects, which were presented and approved by the Board on May 14, 2013 as part of the 5 Year Capital Facilities Improvement Plan (CIP) for FY2012/13 – FY2016/17.

BU1701 – Administration

- \$2,122,431 includes Countywide Administrative Overhead costs of \$1,083,585 and a transfer-out of \$900,000 to cover the ACO Fund obligation for the repayment of the 2002 Certificate of Participation (COP).

BU1671 – County/Court MOU Projects (550/600 Union Avenue in Fairfield)

- \$96,500 covers the County’s share of costs under the Joint Occupancy Agreement (JOA) with the Judicial Council of California, Administrative Office of the Courts, to support elevator maintenance, flood protection, interior finish/flooring and security cameras at the Hall of Justice. Project funding is provided by both the ACO fund and the Capital Renewal Fund Reserve.

BU1672 – Miscellaneous Projects

- \$50,000 covers the costs of management and architectural services support that will be provided by General Services staff

for projects that may arise during the fiscal year for which funding has not been appropriated. Project funding is provided by the ACO Fund.

BU1682 – Vallejo Justice Center Chiller Replacement (321 Tuolumne Street in Vallejo)

- \$404,079 covers the costs to replace the chiller at the Vallejo Justice Center. Project funding is provided by the Capital Renewal Fund Reserve.

BU1684 – Fairfield Post Office Fire Alarm/Sprinkler Upgrade (600 Kentucky Street in Fairfield)

- \$161,000 to upgrade the fire alarm and sprinkler at the Fairfield Post Office to meet current building code requirements. Funding is provided by the Capital Renewal Fund Reserve.

BU1685 – Fairfield Post Office Parking Lot Repair (600 Kentucky Street in Fairfield)

- \$325,000 to fund regarding/repaving of the Fairfield Post Office to improve accessibility. This project is funded by the Capital Renewal Fund Reserve.

BU1687 – Rio Vista Fuel Tank Replacement (620 Saint Francis Street in Rio Vista)

- \$350,000 to remove the existing underground fuel tank and fund remediation of hazardous materials. Funding is provided by the Fleet Fund.

BU1688 – Vallejo Services Center Children's Mental Health Alterations (355 Tuolumne Street in Vallejo)

- \$385,000 to install a new restroom in the Children's Mental Health facility. Funding is provided by the Capital Renewal Fund Reserve.

BU1709 – Former Hall of Records HazMat Site Remediation (701 Texas Street in Fairfield)

- \$277,000 to complete the removal of hazardous materials that were found underground. Funding is provided by the Capital Renewal Fund Reserve.

BU1718 – Capital Facilities Improvement Plan

- \$15,000 covers the cost of the annual update of the 5 Year Capital Improvement Plan. Funding is provided by the ACO Fund.

BU1786 – Fairfield Post Office Roof and Mechanical System (600 Kentucky Street in Fairfield)

- \$370,000 covers the cost for a new roof and to complete Heating, Ventilation and Air Conditioning (HVAC) system upgrades. Funding is provided by the Capital Renewal Fund Reserve.

BU1793 – AB109 Miscellaneous Projects

- \$1,446,985 for building modifications to existing buildings including jail facilities and/or probation facility needs or match funding for potential grants necessary to address AB109 program needs. This project was not included in the 5 Year CIP as it was approved by the Solano Community Corrections Partnership on May 8, 2013.

DEPARTMENT COMMENTS

On May 14, 2013, the Board approved the 5 Year CIP for the period covering FY2012/13 through FY2016/17. The 5 Year CIP identifies \$20,055,000 in of capital improvement needs, as follows:

FY2013 FIVE-YEAR CIP STATUS REPORT

PROJ #	PROJECT NAME	CIP FY12/13 - 16/17	FY2012/13 BUDGET APPROPRIATIONS		FUNDED PROJECTS		
		ESTIMATED PROJECT COSTS	BUDGET REQUEST	FUND SOURCE	FY2012/13 BUDGETED PROJECTS	FUND TYPE (SOURCE) YEAR FUNDED	EXPENDITURES (from inception through April 30, 2013)
1670	Family Health Services/ ADA Improvements	\$626,000			\$626,000	Fully Funded (ACO Fund FY11/12)	\$0
1671	County/Court MOU Projects	\$111,000	\$96,500	ACO FUND/Capital Renewal	\$59,806		\$0
1672	Misc Projects	\$0	\$50,000	ACO FUND			\$14,858
1673	Sheriff's Office Data Center HVAC Replacement	\$177,000			\$177,000	Fully Funded (Cap Rew FY11/12)	\$11,645
1674	Law and Justice Center Fire Alarm Replacement	\$675,000			\$675,000	Fully Funded (Cap Rew FY11/12)	\$922
1675	2500 Claybank Heating Boiler Replacement	\$270,000			\$270,000	Fully Funded (Cap Rew FY11/12)	\$1,908
1676	321 Tuolumne Heating Boiler Replacement	\$135,000			\$135,000	Capital Renewal	\$1,694
1677	355 Tuolumne Heating Boiler Replacement	\$135,000			\$135,000	Fully Funded (Cap Rew FY11/12)	\$1,493
1678	275 Beck Heating Boiler Replacement	\$196,000			\$196,000	Fully Funded (Cap Rew FY11/12)	\$1,493
1679	Vallejo Veterans Hall ADA Improvements	\$300,000			\$300,000	Fully Funded (Cap Rew FY11/12)	\$419
1680	Claybank Housing Unit Restroom Rehabilitation	\$180,000			\$180,000	Fully Funded (Cap Rew FY11/12)	\$3,401

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PROJ #	PROJECT NAME	CIP FY12/13 - 16/17	FY2012/13 BUDGET APPROPRIATIONS		FUNDED PROJECTS		
		ESTIMATED PROJECT COSTS	BUDGET REQUEST	FUND SOURCE	FY2012/13 BUDGETED PROJECTS	FUND TYPE (SOURCE) YEAR FUNDED	EXPENDITURES (from inception through April 30, 2013)
1682	Vallejo Justice Center Chiller Replacement	\$404,000	\$404,079	Capital Renewal			
1683	Vallejo Services Center Chiller Replacement	\$450,000	\$450,031	Capital Renewal			
1684	Fairfield Post Office Fire Alarm and Sprinkler	\$161,000	\$161,000	Capital Renewal			
1685	Fairfield Post Office Parking Lot Repair	\$325,000	\$325,000	Capital Renewal			
1687	Rio Vista Fuel Tank Replacement	\$350,000	\$350,000	Fleet Fund			
1688	Vallejo Services Center Childrens Mental Health Alterations	\$385,000	\$385,000	Capital Renewal			
1706	Lake Solano Day Use Stair Replacement	\$289,000			\$293,729	Fully Funded (ACO FY11/12)	\$4,133
1709	Former Hall of Records HazMat Site Remediation \F	\$1,017,000	\$277,000	Capital Renewal	\$494,029		\$43,364
1718	CIP Update	\$0	\$15,000	ACO Fund			
1723	AB900 362-Bed Claybank Detention Facility \F	\$81,801,000			\$79,863,580	Fully Funded (PFF) FY03/04	\$15,560,417
1748	Vallejo Veterans Reroofing and HVAC Replacement	\$452,000				Fully Funded (ACO) FY11/12	\$18,655
1771	Parks Projects: Automatic Cashier Pay Station, Beldens Landing Facility Improvements, Lake Solano ADA Access Improvements, Sandy Beach ADA Access Improvements	\$2,693,000			\$563,741		\$20,583
1773	Animal Care Renovation/Expansion	\$5,400,000			\$5,500,000	Fully Funded (COPs) FY12/13	\$54,480

1700 – Fund 006-Accumulated Capital Outlay (ACO)

Functional Area Summary

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PROJ #	PROJECT NAME	CIP FY12/13 - 16/17	FY2012/13 BUDGET APPROPRIATIONS		FUNDED PROJECTS		
		ESTIMATED PROJECT COSTS	BUDGET REQUEST	FUND SOURCE	FY2012/13 BUDGETED PROJECTS	FUND TYPE (SOURCE) YEAR FUNDED	EXPENDITURES (from inception through April 30, 2013)
1786	Fairfield Post Office Roof and Mechanical System	\$583,000	\$370,000	Capital Renewal	\$213,113		\$15,253
1793	AB109 Miscellaneous Projects		\$1,446,985	AB109/ 2011 Realignment			
6343	John F. Kennedy Library Renovation	\$615,000			\$300,000	Fully Funded (Library Fund) FY09/10	\$36,453
2496	Crisis Stabilization Unit Tenant Improvements	\$979,000			\$979,000	Fully Funded (State) FY12/13	
6675	Center for Positive Change Alterations	\$110,000			\$359,000	Fully Funded (AB109) FY12/13	
	ADA Transition Plan Implementation	\$915,000					
	ADA Transition Plan Update	\$225,000					
	Agriculture Weights and Measures Relocation	\$668,000					
	Challenge Covered Courtyard	\$320,000					
	Claybank Training Facility	\$15,000,000					
	Claybank Transportation Building	\$8,000,000					
	Cogen Needs Assessment	\$25,000					
	County Corp Yard Consolidation	\$2,330,000					
	District Attorney Forensic DNA Lab	\$550,000					
	Executive Court Relocation/Space Utilization	\$1,930,000					
	Facility Renewal of Various County Facilities	\$56,932,000					
	Fairfield Campus Flood Protection Study	\$359,000					

Functional Area Summary

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PROJ #	PROJECT NAME	CIP FY12/13 - 16/17	FY2012/13 BUDGET APPROPRIATIONS		FUNDED PROJECTS		
		ESTIMATED PROJECT COSTS	BUDGET REQUEST	FUND SOURCE	FY2012/13 BUDGETED PROJECTS	FUND TYPE (SOURCE) YEAR FUNDED	EXPENDITURES (from inception through April 30, 2013)
	Fairfield Post Office Exterior Repainting	\$148,000					
	Headstart ADA and Building Systems Improvements	\$537,000					
	H&SS Campus Parking Lot Repair	\$759,000					
	Lake Solano Additional Sewer System	\$170,000					
	Lake Solano Docks, Piers, and Trails	\$1,500,000					
	Law and Justice Center Rainwater Leader Replacement	\$476,000					
	Lynch Canyon Pavilion	\$650,000					
	New Cement Hill Communications Building	\$360,000					
	New Foundations and Challenge Building Exterior Repainting	\$105,000					
	New Foundations Covered Courtyard	\$320,000					
	New Foundations HVAC and Controls Replacement	\$110,000					
	OES Building Exterior Repainting	\$63,000					
	Parks Play Grounds and Play Systems	\$265,000					
	Probation Office Building	\$6,400,000					
	Rio Vista Veterans Building Exterior Repainting	\$55,000					
	Rio Vista Veterans Building Parking Lot and Sidewalk Repair	\$224,000					
	Sandy Beach New Boat Ramp and Water Diversion	\$1,069,000					
	Sandy Beach Parks Staff Restroom	\$225,000					
	Sandy Beach Park Wind Shelter Replacement	\$345,000					

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PROJ #	PROJECT NAME	CIP FY12/13 - 16/17	FY2012/13 BUDGET APPROPRIATIONS		FUNDED PROJECTS		
		ESTIMATED PROJECT COSTS	BUDGET REQUEST	FUND SOURCE	FY2012/13 BUDGETED PROJECTS	FUND TYPE (SOURCE) YEAR FUNDED	EXPENDITURES (from inception through April 30, 2013)
	Vacaville Veterans Building Parking Lot Repair	\$62,000					
	2101 Courage Emergency Generator Replacement	\$340,000					
	604 Empire Building HVAC Replacement	\$278,000					
	501 Texas Elevator Upgrade	\$250,000					
	600 Union Parking Lot Repair	\$270,000					
TOTAL		\$20,055,000	\$4,330,595		\$91,319,998		\$15,791,171

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Taxes	1,802,073	1,602,036	1,844,360	242,324	15.1%
Revenue From Use of Money/Prop	180,176	100,000	100,000	0	0.0%
Intergovernmental Rev State	328,120	26,590	1,473,087	1,446,497	5440.0%
Intergovernmental Rev Federal	184,897	61,545,000	0	(61,545,000)	(100.0%)
Intergovernmental Rev Other	372,460	272,730	0	(272,730)	(100.0%)
Charges For Services	511,317	0	0	0	0.0%
Misc Revenue	75,895	0	0	0	0.0%
Other Financing Sources	1,019,300	2,283,640	2,777,686	494,046	21.6%
TOTAL REVENUES	4,474,238	65,829,996	6,195,133	(59,634,863)	(90.6%)
APPROPRIATIONS					
Services and Supplies	1,713,287	1,917,144	445,716	(1,471,428)	(76.8%)
Other Charges	157,095	563,438	1,115,215	551,777	97.9%
F/A Bldgs and Imprmts	6,730,400	62,653,640	9,142,095	(53,511,545)	(85.4%)
F/A Equipment	0	20,000	0	(20,000)	(100.0%)
Other Financing Uses	900,000	949,649	1,000,000	50,351	5.3%
TOTAL APPROPRIATIONS	9,500,782	66,103,871	11,703,026	(54,400,845)	(82.3%)
NET CHANGE	5,026,543	273,875	5,507,893	5,234,018	1911.1%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

This budget includes proposed project costs of an Animal Care Shelter financed by Certificates of Participation in the amount of \$5.42 million in FY2012/13. This cash was deposited in the ACO Fund at the close of the fiscal year.

Results of the space consolidation effort include the sale of 40,727 sf of surplus property that generated one-time revenues of \$215,001. Since December 2011, the County sold an additional 43,232 sf, or two properties (one in Vacaville and one in Vallejo), generating additional one-time revenues of \$182,500, bringing the totals to 83,959 sf of property sold to provide

\$397,501 in General Fund revenues. In addition, the County sold one surplus real property (6610 sf) for approximately \$113,000 in one-time General Fund revenues and an underutilized portion of vacant land (27,832 sf) for approximately \$70,000 in one-time Road Fund revenues.

Leases at 1745 Enterprise Drive in Fairfield totaling 28,060 sf of space were terminated, yielding annual estimated savings of \$497,000. In comparison to the baseline year that began on July 1, 2009, a 52% reduction in leased space and a 56% reduction in rent expenditures were achieved by December 31, 2012. A total of 16,227 sf of vacant space in the County Building at 2101 Courage Drive in Fairfield has been repurposed (4,831 for the Crisis Stabilization Unit, 5,196 sf for the Family Health Services Pediatric Clinic, and 6,200 SF for Children's Mental Health (CMH)). CMH downsized and reduced its space by 57% thereby reducing its ongoing operating costs.

In addition, the Registrar of Voters occupied 1,821 sf of previously vacant shell space in the County Administration Center in Fairfield to support Vote-by-Mail functions. In conjunction with the completion of the new William J. Carroll Government Center, two office leases were terminated (13,275 sf), which eliminated approximately \$162,000 in potential annual rent obligations for the Department of Health and Social Services.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS**County Space Consolidation/Utilization**

In December 2011, the Department of General Services presented a status report to the Board on efforts to reduce expenditures by consolidating space in buildings owned and leased by the County. The goals of the space consolidation effort, which will span multiple fiscal years, are to a) fully utilize County real assets, b) dispose of underperforming real assets, c) reduce ongoing costs associated with space, and d) increase revenue by leasing unused space within County facilities.

Future space consolidation efforts in the planning stages and significant capital projects under review include consolidating space within the John F. Kennedy Branch Library in Vallejo, evaluating the feasibility of consolidating County Corporation Yards in central Solano County, Department of Agriculture relocation to Cordelia, Probation Building concepts, Claybank remodel, U.C. Cooperative Extension relocation and ADA Compliance Transition Update and Implementation. The Approved 5 Year CIP identified \$106 million in unfunded needs over the current year work. Staff will continue to identify potential funding sources to fund these deferred maintenance needs, while looking for opportunities to leverage funding that has been set aside in ACO contingencies in the amount of \$1,695,687 for the purposes listed above. Projects will be brought forward for Board approval as funding is identified.

Legislative Actions and New Legal Requirements

Adoption of 2013 California Building Code - California's building codes (California Code of Regulations, Title 24) are published on a triennial basis. The 2013 Code is scheduled to be published on July 1, 2013 and will become effective on January 1, 2014.

SB 1022 – This budget trailer bill, which was chaptered into law in June 2012 as California Government Code Chapter 3.13, mirrors AB900, the legislation that enabled the design and construction of new Adult Detention Facilities, including the 362-bed Claybank Adult Detention Facility that is currently under construction. The SB 1022 program, which will be administered by the State of California Board of State and Community Corrections, will provide \$500 million in adult local criminal justice construction financing to finance the acquisition, design and construction, or renovation of jail facilities. Approximately \$160 million will be designated for medium-sized counties, including Solano County. An adult local criminal justice facility may include any custodial housing, reentry program, mental health, or treatment space necessary to manage the adult offender population. If the facility is under the jurisdiction of the Sheriff /Funding preference will be given to counties that are most prepared to proceed successfully with this financing in a timely manner. The financing program requires a cash match that is a minimum of 10% of the total project cost. Funding consideration will be given to counties that a) are seeking to replace existing compacted, outdated, or unsafe housing capacity, or b) are seeking to renovate existing or build new facilities that provide adequate space for the provision of treatment and rehabilitation services, including mental health treatment. The construction financing program allows counties to utilize the design bid-build or design-build project delivery process. The program requires that counties operate and maintain the improved facilities at county expense. Funding will be provided by the State of California through lease-revenue

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bonds approved by the State Public Works Board. This method of financing requires that existing facilities will be subject to current seismic, fire and life safety standards and that the State own the adult local criminal justice facility for the term of bond indebtedness, typically 30 years. County staff is preparing an application to renovate the existing Claybank Adult Detention Facility in Fairfield and will present additional information to the Board of Supervisors at a future date.

SB 189 – While some provisions of this law took effect in January 2011, significant provisions of the law took effect in July 2012. The law sets forth a series of changes to the California mechanics lien and stop notice statutes to modernize and simplify the Mechanics Lien Law. Both mechanics liens (private projects) and stop notices (private and public projects) are highly technical tools used to secure payment for those who provide labor and materials to a project. Effective July 1, 2012, the existing Mechanics Lien Law was repealed and replaced with new provisions relating to: 1) works of improvement generally; 2) private works of improvement; and 3) public works of improvement. The new law alters the notification contents, procedures and notice periods that affect the owner and labor/material providers. County staff has adjusted internal processes in order to conform to the new law.

SB 474 – Beginning January 1, 2013, construction contracts which require a subcontractor to insure, indemnify, or defend a general contractor, construction manager or other subcontractor from their: 1) active negligence; 2) design defects; or 3) claims that do not arise out of the scope of work of the subcontractor are void and unenforceable. The new law effectively eliminates “Type I” indemnity clauses in construction contracts. Under the new law Type I indemnity clauses are now prohibited in public works projects and private commercial construction contracts, although as it applies to owners and public agencies, it only restricts owners and public entities from requiring indemnity for their “active negligence” but applies broadly to contractors, subcontractors and material suppliers. The new law does not apply to design professionals, has no effect on additional insured obligations, and does not apply to owner controlled insurance programs. The new law also does not affect “Type II” indemnity clauses in which a party is indemnified for their “passive” as opposed to “active” negligence.

Summary of Other Administered Budgets 1700 – Fund 006-Accumulated Capital Outlay (ACO)
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DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1630 PUBLIC ART	173,266	120	285	165	137.5 %
1760 PUBLIC FACILITIES FEES	3,938,246	2,074,252	2,676,192	601,940	29.0 %
1815 FAIRGROUNDS DEVELOPMENT PROJ	35,837	4,411,439	4,916,073	504,634	11.4 %
2490 HSS CAPITAL PROJECTS	3,023,589	272,649	134,403	(138,246)	(50.7) %
4130 CJ FAC TEMP CONST FUND	391,823	355,976	269,376	(86,600)	(24.3) %
4140 CRTHSE TEMP CONST FUND	393,515	356,637	267,557	(89,080)	(25.0) %
APPROPRIATIONS					
1630 PUBLIC ART	57,272	8,858	15,617	6,759	76.3 %
1760 PUBLIC FACILITIES FEES	3,748,141	2,512,395	2,495,440	(16,955)	(0.7) %
1815 FAIRGROUNDS DEVELOPMENT PROJ	1,177,129	913,318	524,953	(388,365)	(42.5) %
2490 HSS CAPITAL PROJECTS	13,957,251	395,093	130,854	(264,239)	(66.9) %
4130 CJ FAC TEMP CONST FUND	237,263	23,263	-	(23,263)	(100.0) %
4140 CRTHSE TEMP CONST FUND	407,204	400,250	398,979	(1,271)	(0.3) %
NET CHANGE					
1630 PUBLIC ART	115,994	(8,738)	(15,332)	(6,594)	75.5 %
1760 PUBLIC FACILITIES FEES	190,105	(438,143)	180,752	618,895	(141.3) %
1815 FAIRGROUNDS DEVELOPMENT PROJ	(1,141,292)	3,498,121	4,391,120	892,999	25.5 %
2490 HSS CAPITAL PROJECTS	(10,933,661)	(122,444)	3,549	125,993	(102.9) %
4130 CJ FAC TEMP CONST FUND	154,560	332,713	269,376	(63,337)	(19.0) %
4140 CRTHSE TEMP CONST FUND	(13,689)	(43,613)	(131,422)	(87,809)	201.3 %

A summary of the budgets administered by the Accumulated Capital Outlay (ACO)'s Office is provided on the following pages.

FUNCTION AND RESPONSIBILITIES

The purpose of this budget is to account for the purchase or commission of public art and the maintenance of public art within designated public areas owned by the County (Ordinance No. 1639, Chapter 5, and Section 5.5-5.6). The County budgets for public art in County facilities to promote the arts and culture in Solano County. For every capital construction project in excess of \$1 million, 1.5% of the construction cost at the time of the initial contract award (excluding maintenance projects) is allocated for public art. In addition, 5% of the 1.5% is to be reserved for maintenance of the public art project.

Funds appropriated to this budget will be used for: design services of artists; selection, acquisition, purchase, commissioning, installation, examination and/or display of artworks; maintenance of artworks; education concerning the artwork; and administrative costs of the Art Committee in connection with the Art Program.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	391	120	285	165	137.5%
Charges For Services	375	0	0	0	0.0%
Other Financing Sources	172,500	0	0	0	0.0%
TOTAL REVENUES	173,266	120	285	165	137.5%
APPROPRIATIONS					
Services and Supplies	236	8,625	15,336	6,711	77.8%
Other Charges	2,850	233	281	48	20.6%
F/A Bldgs and Imprmts	500	0	0	0	0.0%
F/A ARTWORK	53,687	0	0	0	0.0%
TOTAL APPROPRIATIONS	57,272	8,858	15,617	6,759	76.3%
NET COUNTY COST	(115,994)	8,738	15,332	6,594	75.5%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes \$285 in revenues and \$15,617 in appropriations which represents an increase of \$165 in revenues and \$6,759 in appropriations when compared to the FY2012/13 Adopted Budget.

There is no funding for new public art projects in FY2013/14. The appropriations represent funding for the maintenance of existing public art pieces, and the revenues reflect estimated interest income.

See related BU 9402, Fund 106 Contingencies (refer to Contingencies section of the Budget).

Summary of Other Administered Budgets 1815 – Fund 107-Fairgrounds Development Project
Birgitta E. Corsello, County Administrator
Plant Acquisition

FUNCTION AND RESPONSIBILITIES

This budget unit is designed to cover the costs of the development of a Specific Plan, associated environmental documents and to prepare and secure the necessary entitlements for the Solano County Fairgrounds, in order to revitalize and redevelop the 149.1 acre site. It is recommended that this budget unit be used to pay for the initial design and permitting process in Fiscal Year 2013/14. This multi-year project is a cooperative effort between the County, City of Vallejo, and the Solano County Fair Association (SCFA) that began in 2008.

Background: In FY2008/09, the County entered into a Memorandum of Understanding with the City of Vallejo regarding the redevelopment of the Fairgrounds. The Board initially established an Ad Hoc Fairgrounds Committee and authorized the Auditor-Controller to establish an initial loan of \$2.0 million from the County General Fund for the development of a Vision for the site which became known as the Solano360 Vision.

During FY2009/10, the Board increased the loan for the Project to an amount not to exceed \$4.4 million and, in coordination with the Vallejo City Council, authorized the Project team to proceed with Phase II of the Project. Phase II includes the preparation of a Specific Plan for the site with associated studies and reports and the preparation of an environmental document.

The Board approved a Project Budget in February 2010, and in May 2010 authorized the first of several professional service agreements to advance the planning effort. In FY2010/11, the Project team was modified to bring in a new Project Manager to coordinate the Project consultants, and staff from both the County and the City of Vallejo, to focus on the work required for a Specific Plan, Environmental Impact Report, Development Agreement and Tentative Map for the Project known as the Solano360 Specific Plan.

The Notice of Preparation (NOP) for the EIR was issued on September 9, 2011 and the comment period on the NOP was extended through October 26, 2011. The Draft Specific Plan, Draft EIR, Draft Public Facilities Financing Plan and Draft Fiscal Impact Analysis were released for public review on November 9, 2012 and the comment period on the Draft EIR ended on January 10, 2013.

The Solano360 Committee, which served as the project oversight and consists of 2 Board members, 3 city council members and 3 Solano Fair Board members who met periodically to review and take public comment on the consultant work. The Solano360 project was reviewed in 19 public meeting and there have been five presentations before the Vallejo City Council as well as a joint Vallejo City Council-Planning Commission meeting held on January 7, 2013 to receive public input on the Project and a public workshop on the financial aspects of the Project on February 7, 2013. There have been over 40 Fair Board meetings at which the project was discussed. Staff has also been before this Board fourteen times on various project-related issues and has maintained a County website on the project.

The Board conducted a public hearing on the draft specific plan, associated studies, and draft EIR/EIS documents at a joint session with the Solano County Fair Board on December 11, 2012. The Vallejo City Council held a joint meeting with its Planning Commission on January 7, 2013 to receive feedback on the documents. Based on concerns raised at that meeting, the City of Vallejo facilitated a community workshop on February 7, 2013 to further discuss the fiscal impact of the Project on Vallejo.

On February 26, 2013, the Board certified the Final Environmental Impact Report for the Project and approved the Solano360 Specific Plan and recommended that application be sent to the City of Vallejo for the Development Agreement and Tentative Map. On April 29, 2013, the Vallejo City Planning Commission approved the Tentative Map for the Project and recommended approval of the Specific Plan, Development Agreement, Vallejo General Plan Amendments and Zoning Amendments to the Vallejo City Council. The Vallejo City Council approved the Solano360 Specific Plan, a tentative map and a development agreement on May 14, 2013.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

The process to achieve entitlement for the Solano 360 Project has been longer than expected. However, the public process has been extensive between the three agencies and public members interested in the Project. The Specific Plan (land use plan) has been enhanced to provide a revitalized Solano County Fairgrounds, including built and open space venues and parking on 35 acres; a 144,000 gross square foot Exposition Hall built in two phases; a creek park and water feature adjacent to the private uses and the Fairgrounds; a Entertainment-Mixed Use retail/restaurant uses on 18.8 acres; a major attraction Entertainment

1815 – Fund 107-Fairgrounds Development Project Summary of Other Administered Budgets
Birgitta E. Corsello, County Administrator
Plant Acquisition

Commercial use on 30 acres; parking, transit facilities and public roads and; finally improved drainage channels for the 149.1 acres.

In June 2013, the Board will be asked to consider and approve the Development Agreement between the County and the City of Vallejo. The Board will be asked to consider moving forward after that point, authorizing staff to work with consultants to begin initial design and permitting for the public infrastructure for Phase IA of the Project.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the Solano360 Project includes an appropriation of \$524,953 to be used for consultant services and permit fees to begin the permitting and design phase for the Solano 360 Project. This appropriation requires Board consideration to proceed with initial implementation work for Phase I and will require a new loan from the General Fund to be repaid when the County issues the Certificates of Participation for Phase 1.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	35,837	20,319	0	(20,319)	(100.0%)
Other Financing Sources	0	4,391,120	4,916,073	524,953	12.0%
TOTAL REVENUES	35,837	4,411,439	4,916,073	504,634	11.4%
APPROPRIATIONS					
Services and Supplies	1,177,129	913,318	500,000	(413,318)	(45.3%)
Other Charges	0	0	24,953	24,953	0.0%
TOTAL APPROPRIATIONS	1,177,129	913,318	524,953	(388,365)	(42.5%)
NET CHANGE	1,141,292	(3,498,121)	(4,391,120)	(892,999)	25.5%

FUNCTION AND RESPONSIBILITIES

This budget unit supported the renovation of Health and Social Services facilities in Fairfield, Vacaville and Vallejo. These facilities included clinics and laboratories; the Integrated Care Pediatric Clinic with exams and treatment rooms and the Crisis Stabilization Unit (both located in Fairfield) that provides psychiatric services to serve Solano County residents; the Vacaville Dental Clinic; and the William J. Carroll Government Center in Vacaville. Projects were financed by a combination of funding sources including Tobacco Settlement Revenue, Public Facilities Fees, grants funds, and other revenue sources.

All projects have been completed; however, charges related to Countywide Administrative Overhead remain in this budget unit. These charges are funded by a transfer from the Accumulated Capital Outlay Fund.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$130,854 represents decreases of \$264,239, or 66.9%, in appropriations and \$138,246, or 50.7%, in revenues when compared to the FY2012/13 Adopted Budget. All projects budgeted in this fund have been completed. The primary funding sources in this Fund are Interest Income and an Operating Transfer In from the Accumulated Capital Outlay Fund to cover Countywide Administrative Overhead Charges, the only appropriation in this Fund.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	19,023	3,000	10,135	7,135	237.8%
Intergovernmental Rev Federal	1,504,968	200,000	24,268	(175,732)	(87.9%)
Intergovernmental Rev Other	100,000	0	0	0	0.0%
Misc Revenue	24,856	0	0	0	0.0%
Other Financing Sources	1,374,743	69,649	100,000	30,351	43.6%
TOTAL REVENUES	3,023,589	272,649	134,403	(138,246)	(50.7%)
APPROPRIATIONS					
Services and Supplies	269,318	0	0	0	0.0%
Other Charges	244,141	175,093	130,854	(44,239)	(25.3%)
F/A Bldgs and Imprmts	13,253,238	220,000	0	(220,000)	(100.0%)
F/A Equipment	18,054	0	0	0	0.0%
Other Financing Uses	172,500	0	0	0	0.0%
TOTAL APPROPRIATIONS	13,957,251	395,093	130,854	(264,239)	(66.9%)
NET CHANGE	10,933,661	122,444	(3,549)	(125,993)	(102.9%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

FUNCTION AND RESPONSIBILITIES

The Public Facilities Fee (PFF) budget is the conduit for receipt and distribution of Public Facilities fees collected and used for capital project expenses. The fee is imposed on all new non-exempt construction within all incorporated and unincorporated areas of Solano County. The fee, set under the authority of Government Code Sections 66000-66009, was implemented through County Ordinance 1466 adopted on February 9, 1993. The purpose of the fee is to provide funding for expansion and/or new construction of County facilities required to accommodate new demands for the development of facilities needed to house government services in the County. Fees collected under the Ordinance provide funding for needs assessments, planning, designing, construction, lease-purchase, acquisition, improvements, fixed assets and furnishings for County services, including: jails, justice services, general administration, public and mental health services, public assistance services, County parks, libraries, and animal shelters.

The Department of General Services oversees the PFF program budget and is responsible for administering the disbursement of funds. The County Administrator's Office acts as the liaison between the County and the incorporated cities that collect the fees for the County related to all construction within city limits.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Solano County collects PFF in six categories: Countywide Public Protection, Health and Social Services, Library, General Government, Sheriff's Patrol and Investigation, and Courts. PFF rates for FY2012/13 were unchanged from the FY2010/11 rates. The County has retained a consultant to complete the five-year comprehensive analysis in 2013 as required by Government Code.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for Public Facilities Fees of \$2,495,440 represents an increase of \$601,940 or 29% in revenues and a decrease of \$16,955 or 0.7% in appropriations when compared to its FY2012/13 Adopted Budget. As a result, the Public Facilities Fund Balance is projected to increase by \$180,752. The increase in revenues is a factor of a small uptick in construction projects anticipated in a few cities throughout Solano County.

Appropriations include:

- \$39,325 for accounting, auditing, legal and other professional services.
- \$71,000 for consulting services to complete the five-year comprehensive update of the public facilities fee.
- \$728,367 transfer out from the PFF Public Protection Division (BU 1761) to COP Debt Service (BU 8037) used to finance the Probation Facility and improvements to the Central Utility Plant.
- \$150,000 transfer out from the PFF H&SS Division (BU 1763) to H&SS Administration Building/Refunding Solano Park Health Facility (SPHF) Debt Service (BU 8034) used to acquire a 4.89-acre parcel of undeveloped land to construct the H&SS Administration Building.
- \$174,049 from the PFF Vacaville Library District Division (BU 1764) to the Vacaville Library District for facility expansion and related debt.
- \$750,000 transfer out to the Library (BU 6300) for library materials and equipment to address the growth in library branches.
- \$582,199 transfer out to COP Debt Service (BU 8037) used to finance the County Administration Center and improvements to the Central Utility Plant.

The Recommended Budget includes \$3,176,687 in Contingencies (BU 9124).

Summary of Other Administered Budgets

**1760 – Fund 296-Public Facilities Fee
Birgitta E. Corsello, County Administrator
Plant Acquisition**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop Charges For Services	42,786	29,203	23,500	(5,703)	(19.5%)
	<u>3,895,460</u>	<u>2,045,049</u>	<u>2,652,692</u>	<u>607,643</u>	<u>29.7%</u>
TOTAL REVENUES	3,938,246	2,074,252	2,676,192	601,940	29.0%
APPROPRIATIONS					
Services and Supplies	0	110,250	71,500	(38,750)	(35.1%)
Other Charges	490,511	164,695	213,374	48,679	29.6%
Other Financing Uses	<u>3,257,630</u>	<u>2,237,450</u>	<u>2,210,566</u>	<u>(26,884)</u>	<u>(1.2%)</u>
TOTAL APPROPRIATIONS	3,748,141	2,512,395	2,495,440	(16,955)	(0.7%)
NET CHANGE	(190,105)	438,143	(180,752)	(618,895)	(141.3%)

PENDING ISSUES AND POLICY CONSIDERATIONS

Government Code requires that the County evaluate the premises of the PFF at least every five years. The last five-year comprehensive nexus report was completed in 2007 (County of Solano 2007 Public Facilities Fee Update) with annual updates in 2008, 2009 and 2010. A full analysis is currently underway and will include review and recommendations on the appropriateness of the various indices used to establish rates.

DEPARTMENTAL PURPOSE

This budget unit receives and distributes funds originating in surcharges on fines and vehicle violations, which have been set aside for criminal justice facility needs.

FUNCTION AND RESPONSIBILITIES

The Board of Supervisors established this Fund under Resolution No. 81-256, pursuant to California Government Code Section 76101, authorizing counties to establish a Criminal Justice Facilities Construction Fund to assist in the construction, reconstruction, expansion, improvement, operation or maintenance of county criminal justice and court facilities. Eligible facilities include jails, women's centers, detention facilities, juvenile halls and courtrooms. Government Code penalties on criminal fines and parking violations constitute the proceeds of the Fund, which includes no General Fund support.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes no appropriations and anticipated revenue of \$269,376 which represents decreases of \$23,263 in appropriations and \$86,600, or 24.3%, in revenues. The primary funding sources in this Fund are surcharges on fines and vehicle violations.

See related Budget Unit 9119 - Fund 263 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Fines, Forfeitures, & Penalty	23,952	19,265	16,831	(2,434)	(12.6%)
Revenue From Use of Money/Prop Charges For Services	2,004	1,858	1,775	(83)	(4.5%)
	<u>365,867</u>	<u>334,853</u>	<u>250,770</u>	<u>(84,083)</u>	<u>(25.1%)</u>
TOTAL REVENUES	391,823	355,976	269,376	(86,600)	(24.3%)
APPROPRIATIONS					
Other Charges	17,263	3,263	0	(3,263)	(100.0%)
Other Financing Uses	<u>220,000</u>	<u>20,000</u>	<u>0</u>	<u>(20,000)</u>	<u>(100.0%)</u>
TOTAL APPROPRIATIONS	237,263	23,263	0	(23,263)	(100.0%)
NET CHANGE	(154,560)	(332,713)	(269,376)	63,337	(19.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

DEPARTMENTAL PURPOSE

The budget unit receives and distributes revenues received from surcharges on fines and vehicle violations, which have been set aside for facilities necessary to the operation of the courts.

FUNCTION AND RESPONSIBILITIES

The Board of Supervisors established this Fund under Resolution Number 83-266, pursuant to California Government Code Section 76100, authorizing counties to establish a Courthouse Temporary Construction Fund to assist in the acquisition, rehabilitation, construction and financing of facilities necessary or incidental to the operation of the courts or the justice system. Government Code penalties on criminal fines and parking violations constitute the proceeds of the Fund, which includes no General Fund support.

The Department of General Services administers and disburses Fund monies, with concurrence of the Administrative Office of the Courts.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$398,979 reflects decreases of \$89,080, or 25%, in revenues and \$1,271, or 0.3%, in appropriations when compared to the FY2012/13 Adopted Budget. Appropriations in this Fund include Countywide Administrative Overhead charges and an Operating Transfer Out for a payment toward principal and interest on the 2002 Certificates of Participation issued for, among other purposes, improvements to the Central Utility Plant. The primary funding sources in this Fund are surcharges on fines and vehicle violations. The difference between the budgeted revenues and appropriations is funded by available fund balance. Any unused fund balance has been appropriated as Contingencies.

See related Budget Unit 9120 - Fund 264 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Fines, Forfeitures, & Penalty	23,855	19,200	16,340	(2,860)	(14.9%)
Revenue From Use of Money/Prop	3,642	2,960	1,787	(1,173)	(39.6%)
Charges For Services	366,017	334,477	249,430	(85,047)	(25.4%)
TOTAL REVENUES	393,515	356,637	267,557	(89,080)	(25.0%)
APPROPRIATIONS					
Other Charges	9,507	919	1,016	97	10.6%
Other Financing Uses	397,697	399,331	397,963	(1,368)	(0.3%)
TOTAL APPROPRIATIONS	407,204	400,250	398,979	(1,271)	(0.3%)
NET CHANGE	13,689	43,613	131,422	87,809	201.3%

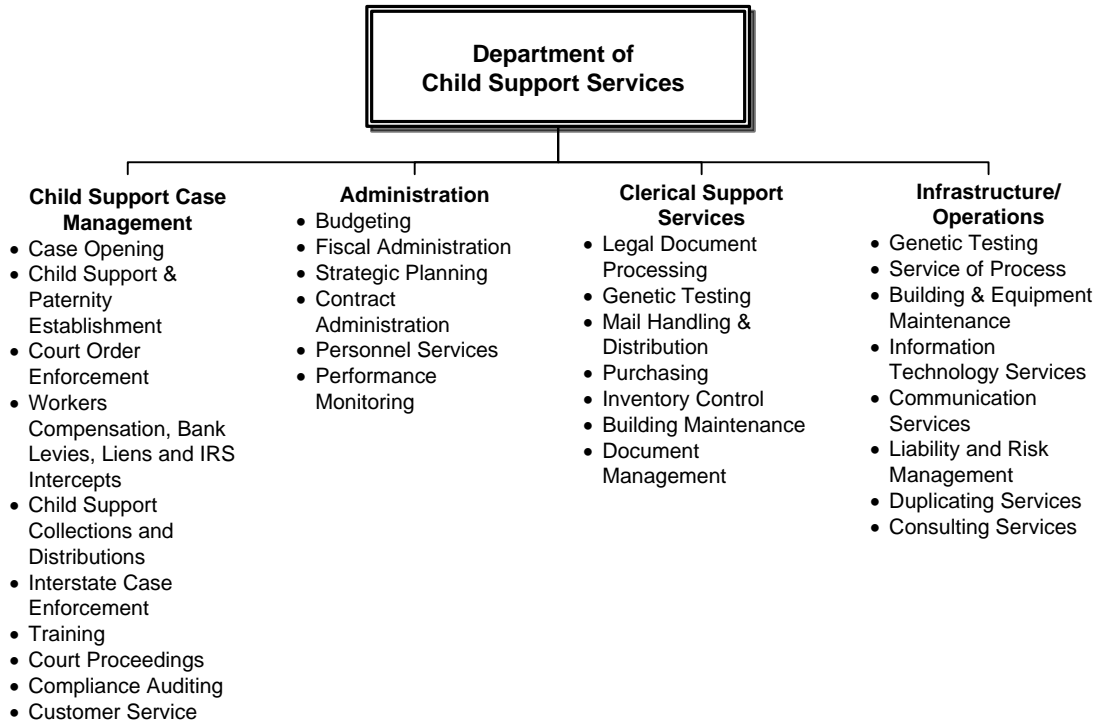
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

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DEPARTMENTAL PURPOSE

Under provisions of Title IV-D of the Federal Social Security Act, the Department of Child Support Services (DCSS) is responsible for providing child support establishment and enforcement services in the county.

Budget Summary:	
FY2012/13 Third Quarter Projection:	12,018,476
FY2013/14 Recommended:	12,740,887
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	107

FUNCTION AND RESPONSIBILITIES

California Family Code §17000 et seq. and State regulations mandate Solano County DCSS to provide a variety of child support related services including: establishing paternity (legal fatherhood), locating parents and their assets, requesting child support and medical support orders from the Court, enforcing child support and medical orders utilizing appropriate enforcement tools, modifying child support orders, working with the State Disbursement Unit (SDU) to collect and distribute child support payments, and implementing a complaint resolution and formal hearing process. The Department also provides a variety of administrative and support services including: strategic planning, budgeting, performance monitoring, training, managing automated systems, educating the public through outreach events, and administering fiscal and contractual operations.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Significant Challenges:

- The Department has experienced flat state and federal funding for several years, and in FY2012/13 experienced a one-time reduction in funding. Meanwhile, labor costs continue to increase at a steady pace. Achieving increased performance targets set by California DCSS in this environment continues to be a challenge. The Department relies heavily on new technology and also continues to review “best practices” by other local child support agencies to improve performance in all program areas.

Significant Accomplishments:

- For Federal Fiscal Year (FFY) 2011/12, the Department exceeded performance goals established by California DCSS in cases with paternity established, collections on current support, cases paying towards arrears, and cost effectiveness.
- The Department enabled the collection and distribution of \$38,718,339. This represents an increase of \$760,495 over the previous year, despite the slow economic recovery.
- The Department continues to participate in a Shared Services Partnership Agreement with other county Child Support Departments for the purpose of providing call center services on behalf of Solano DCSS at no cost to the Department. This service model has been in place since April 2010 and is encouraged and supported by the State DCSS as an efficient and cost effective means of leveraging resources between California counties. Solano County residents benefit from reduced call wait times and improved customer service. The county operating the call center is compensated for the value of this service by receiving credit toward their cost effectiveness performance measure. By freeing up resources, Solano DCSS has implemented specialized care management functions and continues to seek new ways to improve performance through the use of technology, data analytics and worker specialization.
- Establishing and enforcing child support orders when the whereabouts of the non-custodial parent (NCP) are unknown can be especially difficult. Last year, the Department entered into a nine-month no-cost Shared Services Partnership Agreement with Madera County DCSS, which has specialized resources and tools to perform NCP location work. The focused effort of the Madera DCSS staff on behalf of Solano has resulted in increased child support collections. At the conclusion of the project, Madera County staff provided training to Solano DCSS staff on methods and best practices used to successfully manage these cases.
- Entered into a Memorandum of Understanding (MOU) with the Solano County Probation Department to develop and expand a framework of cooperation that will assist both departments with their goal of providing services that improve and enhance the lives of each department's participants with respect to their child support obligation.
- Implemented the Continuous Quality Improvement (CQI) process to increase operational effectiveness. Using the collective experience and knowledge of front-line staff, CQI provides a structured framework to evaluate a specific process identified as needing improvement. Using data analysis to make informed decisions, the CQI Team made significant changes to the Compromise of Arrears Program (COAP) process resulting in increased collections.
- Implemented Documentum, a customized software solution to deliver mail and other documents electronically. DCSS staff are able to retrieve and process mail faster and more efficiently. Documentum also expedites and facilitates the uploading of documents directly into the Child Support Enforcement (CSE) system.

WORKLOAD INDICATORS

- During the period July 1, 2011, through June 30, 2012, the Department opened and administered 3,265 new child support cases. The Department manages approximately 18,000 Solano County child support cases, on average.
- During the same 12-month period, the Department:
 - Evaluated and processed 1,534 requests from parents to adjust their court ordered child support obligation due to a change in circumstances. Of those requests, 332 of the cases reviewed resulted in an adjustment of the monthly child support obligations to obtain a fair and reasonable order that better reflected the non-custodial parent's ability to pay.
 - Established paternity for 2,233 children.
 - Established 1,476 child support orders. In addition, 91.8% of all cases had child support orders established.

Functional Area Summary

**2480 – Fund 369-Department of Child Support Services
 Pamela Posehn, Director of Department of Child Support Services
 Judicial**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
CHILD SUPPORT CASE MANAGEMENT	5,448	-	-	-	0.0 %
INFRASTRUCTURE/OPERATIONS	11,967,973	12,200,909	12,493,523	292,614	2.4 %
TOTAL REVENUES	11,973,421	12,200,909	12,493,523	292,614	2.4 %
APPROPRIATIONS					
CHILD SUPPORT CASE MANAGEMENT	7,033,082	7,336,007	7,440,154	104,147	1.4 %
ADMINISTRATION	417,758	413,393	429,269	15,876	3.8 %
CLERICAL SUPPORT SERVICES	2,719,789	2,621,594	2,606,155	(15,439)	(0.6) %
INFRASTRUCTURE/OPERATIONS	1,818,799	2,074,074	2,265,309	191,235	9.2 %
TOTAL APPROPRIATIONS	11,989,428	12,445,068	12,740,887	295,819	2.4 %
CHANGE IN FUND BALANCE					
CHILD SUPPORT CASE MANAGEMENT	7,027,634	7,336,007	7,440,154	104,147	1.4 %
ADMINISTRATION	417,758	413,393	429,269	15,876	3.8 %
CLERICAL SUPPORT SERVICES	2,719,789	2,621,594	2,606,155	(15,439)	(0.6) %
INFRASTRUCTURE/OPERATIONS	(10,149,173)	(10,126,835)	(10,228,214)	(101,379)	1.0 %
NET CHANGE IN FUND BALANCE	16,008	244,159	247,364	3,205	1.3 %
STAFFING					
CHILD SUPPORT CASE MANAGEMENT	73	74	75	1	1.4 %
ADMINISTRATION	2	2	2	0	0.0 %
CLERICAL SUPPORT SERVICES	30	30	30	0	0.0 %
INFRASTRUCTURE/OPERATIONS	0	0	0	0	0.0 %
TOTAL STAFFING	105	106	107	1	0.9 %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$12,740,887 for DCSS represents increases of \$292,614 or 2.4% in revenues and \$295,819 or 2.4% in appropriations when compared to FY2012/13 Adopted Budget. There is no General Fund cost for this program.

The Department is funded from State and Federal revenues. However, the Department also receives income from Health and Social Services for subleased office space occupied by the Special Investigations Bureau (SIB). Revenues have remained relatively stable during the past several years, with the exception of last year when State administration reduced State funding by approximately \$280,000. Labor costs comprise approximately 82% of the Department’s total budget. The demand for child support services remains strong.

The Department’s FY2013/14 budget includes a \$102,479 increase in Salaries and Benefits, when compared to FY2012/13, mainly due to increases in the costs of employee benefits. The Department is also requesting the addition of one full-time Office Assistant II to assist with office-wide clerical duties; however, this position is offset by a similar decrease in extra-help.

Services and Supplies have increased \$185,925 when compared to FY2012/13 Adopted Budget, mainly due to increases in legal services and for projects to assist with child support collections.

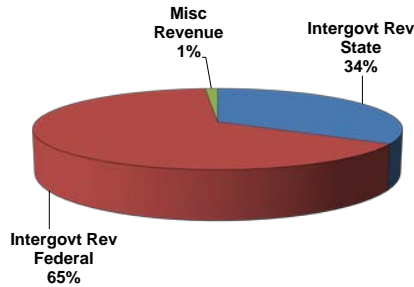
Contracted services of \$190,236 includes the following: \$125,000 for legal service of process, \$40,236 for janitorial services, \$20,000 for genetic testing services to determine paternity, and \$5,000 for consulting services to implement department-wide work assessment tools for quality assurance and improved performance.

No purchases of fixed assets are included in the Department’s FY2013/14 budget.

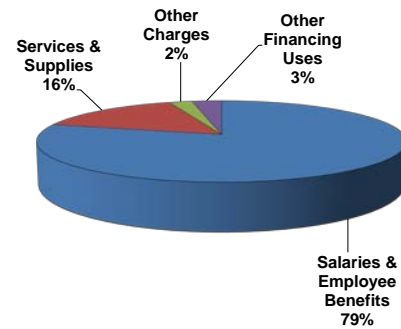
DEPARTMENT COMMENTS

The Department has had no major program reductions or changes.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	5,448	4,500	4,500	0	0.0%
Intergovernmental Rev State	4,038,922	4,092,265	4,193,879	101,614	2.5%
Intergovernmental Rev Federal	7,840,263	7,943,808	8,134,808	191,000	2.4%
Misc Revenue	88,788	160,336	160,336	0	0.0%
TOTAL REVENUES	11,973,421	12,200,909	12,493,523	292,614	2.4%
APPROPRIATIONS					
Salaries and Employee Benefits	9,770,106	9,984,974	10,087,453	102,479	1.0%
Services and Supplies	1,491,112	1,781,915	1,967,840	185,925	10.4%
Other Charges	310,328	294,853	297,503	2,650	0.9%
F/A Equipment	18,603	0	0	0	0.0%
Other Financing Uses	399,280	383,326	388,091	4,765	1.2%
TOTAL APPROPRIATIONS	11,989,429	12,445,068	12,740,887	295,819	2.4%
CHANGE IN FUND BALANCE	16,008	244,159	247,364	3,205	1.3%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

State and Federal revenues allocated to the child support program are projected to increase by \$286,000 when compared to the FY2012/13 Adopted Budget due to the reinstatement of a one-time reduction that occurred in FY2012/13.

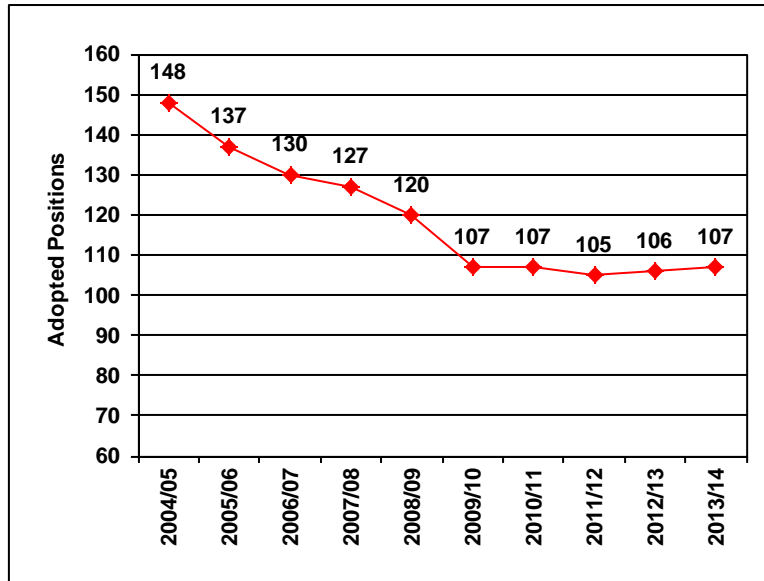
SUMMARY OF POSITION CHANGES

In September 2012, a vacant Accounting Clerk II position was deleted and a Child Support Specialist was added. As a result of automation implemented within the State DCCS Child Enforcement (CSE) system, the workload for the child support accounting unit was reduced, while the need for case management grew.

The following new position is recommended for FY2013/14:

- 1.0 FTE Office Assistant II (OAI). The addition of this position is intended to enhance customer service at the reception window and support a more cost effective means for processing mail and child support case documents. Currently, the clerical staff support is not adequate to provide the clerical support needed to sustain the Department. The volume of clerical work continues to exceed the combined number of work hours available, which becomes even more problematic when one or more clerical staff are absent from work.

STAFFING TREND



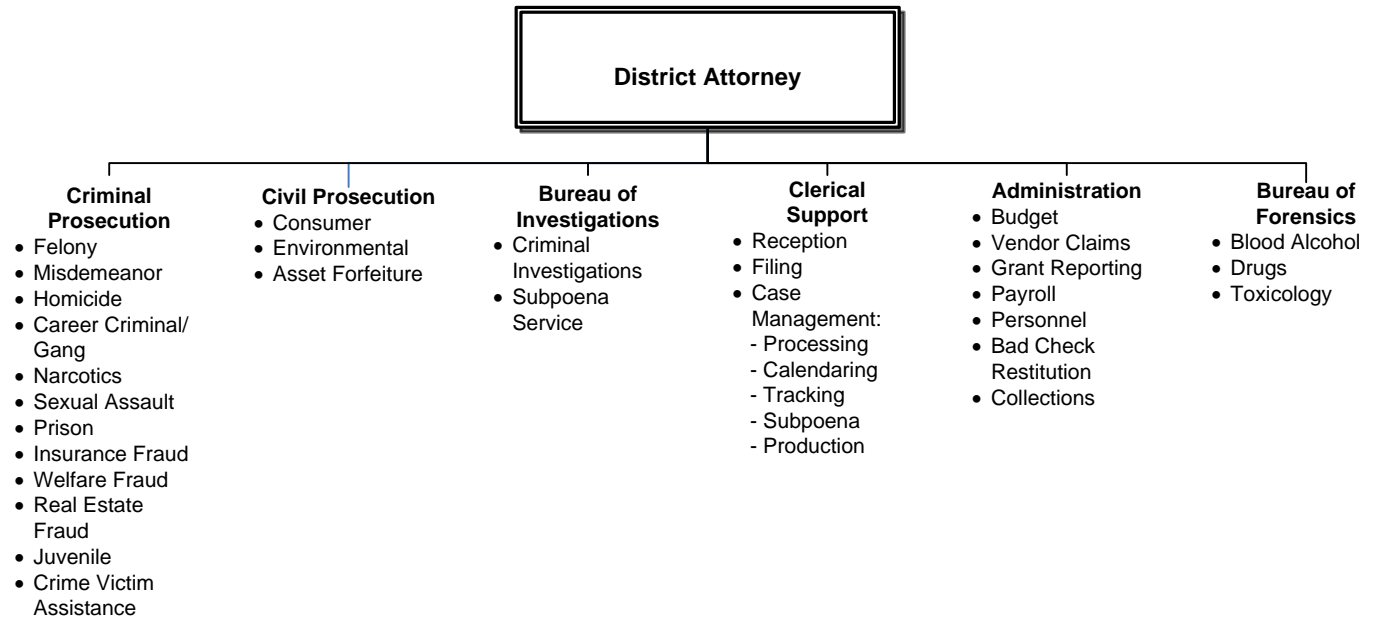
PENDING ISSUES AND POLICY CONSIDERATIONS

The proposed FY2013/14 State Budget reflects a \$14.7 million Local Administrative Funding increase; thereby, fully restoring the 2.4% cut received last fiscal year. California DCSS reinstated the funding to each Local Child Support Agency (LCSA) by the identical amount of last year's reduction translating to a \$286,613 funding increase for Solano DCSS.

The Governor's budget also reversed the two previous year's practice of diverting the county share of assistance collections to the State General Fund. An estimated \$29.8 million in child support collections recovered for periods of time when the child was receiving public assistance will once again be forwarded to the counties. This equates to approximately \$300,000 of increased funding for the Solano County General Fund.

The California Child Support Program is actively learning more about the federal Affordable Care Act of 2010 (ACA) in an effort to understand points of intersections between ACA and the Child Support Program. The Child Support Directors Association (CSDA) has formed a workgroup to analyze federal and state law and DCSS policy to determine how the mission of the Child Support Program lines up with ACA. Workgroup members consist of local, state, federal and court partners in addition to consultants from Healthcare Management Systems, Inc. (HMS).

The federal Office of Management and Budget (OMB) determined that "Payments to States for Child Support Enforcement and Family Support Programs" is a mandatory requirement and therefore exempt from the provisions of sequestration.



DEPARTMENTAL PURPOSE

The District Attorney is the County's public prosecutor and chief law enforcement official, initiating and conducting, on behalf of the people, all prosecutions for public offenses.

Budget Summary:	
FY2012/13 Third Quarter Projection:	18,332,174
FY2013/14 Recommended:	18,865,728
County General Fund Contribution:	9,906,411
Percent County General Fund Supported:	52.5%
Total Employees (FTEs):	117

FUNCTION AND RESPONSIBILITIES

Headed by the elected District Attorney, as set forth in both the California Constitution and Government Code Section 26500, the District Attorney's Office is responsible for assisting law enforcement and other public agencies in the prosecution of those cases that can be proven beyond a reasonable doubt. The District Attorney carries out these responsibilities through various bureaus including; major crimes, general felony and misdemeanors, career criminal, narcotics, fraud prosecutions, prison crimes, and civil prosecutions. The Office also provides county law enforcement agencies with forensic laboratory services and evidence collection and storage in support of criminal offense prosecution. Additionally, the District Attorney may sponsor, supervise, or participate in any project or program to improve the administration of justice. Through these efforts the District Attorney's Office pursues its mission to achieve justice for victims and to protect the community.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments include:

- In 2012, 37 parents were referred by the Solano County school districts to the District Attorney's Office for prosecution due to their child's truancy, or excessive unexcused absences, at school. The school districts have reported a positive response by their school attendance administrators to these referrals, and it is our belief this new program will translate into more students staying in school, lessening the number of truancy issues in the community and, ultimately, reducing crime in our community.
- The District Attorney was awarded two new grants in 2012. The first was a \$228,000 grant from the Attorney General's Foreclosure Crisis Recovery Fund. These funds will benefit the residents of Solano County in the investigation and prosecution of mortgage and foreclosure fraud. The second grant award of \$300,000 from the National Highway Safety Administration, California Office of Traffic Safety, allows the District Attorney to assign a highly skilled prosecutor to

specialize in prosecuting driving under influence of alcohol or drugs cases, as well as to purchase eight state-of-the-art breath analyzers.

- On May 24, 2012, the District Attorney’s Crime Laboratory achieved accreditation from the American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB). In 2013, it is anticipated that the laboratory will add the disciplines of Arson Analysis and Firearms/Ballistic comparisons. One of the laboratory’s Criminalists is currently attending the prestigious National Firearms Examiner’s Academy.
- In the Spring of 2013 the District Attorney’s Office opened the Solano Family Justice Center. The Solano Family Justice Center (SFJC) is a service center for victims of domestic violence, sexual assault, child abuse and elder abuse. The SFJC is operated by the District Attorney’s Office of Family Violence Prevention in collaboration with 27 different partnering agencies.
- To maximize employee efficiency, the Department successfully deployed Multi-Function Copier Devices office-wide, replacing older, traditional copiers and printers. This automation allows users to copy, print, and scan documents from their desktops and to print from handheld or portable devices, and is estimated to result in substantial cost savings.

Challenges include:

- The continued effects of AB109/Realignment on the District Attorney’s Office. Beginning on July 1, 2013, the District Attorney’s Office will be responsible for prosecuting all parolees for parole violations. The District Attorney, along with the Community Corrections Partnership, will closely monitor the impact of the opening of Centers for Positive Change, which will provide rehabilitative services to felons who are under supervision of the County rather than the State due to Realignment.
- The workload impact on the staffing of the District Attorney’s Office resulting from the increased numbers of violent offenses, e.g. homicides, and the opening of a new criminal court in Fairfield.
- The District Attorney’s case management system, which has been in place since 1987, is no longer being supported by the vendor. The District Attorney’s Office has completed numerous updates over the past 26 years to keep the system current with changing technology. The current version of the case management system has not been updated by the vendor since 2005. The District Attorney’s Office will need to replace the existing case management system to ensure continued system efficiency and effectiveness.

WORKLOAD INDICATORS

- In FY2012/13, the District Attorney’s Major Crimes Units handled 94 active homicide cases.
- During FY2011/12, the laboratory received the following submissions:

Alcohol:	1,008 requests for analysis
Controlled Substances:	1,191 requests for analysis
Toxicology Screening:	303 requests for analysis
Toxicology Confirmation:	241 requests for confirmations
- During the period January 2012 – January 2013, the District Attorney’s Office filed 10,051 cases.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Criminal Prosecution	16,412,046	17,047,450	17,799,815	752,365	4.4 %
Civil Prosecution	755,348	712,444	813,800	101,356	14.2 %
Investigations	0	0	0	0	- %
Clerical Support	0	0	0	0	- %
Administration	103,560	110,000	100,513	(9,487)	(8.6) %
Bureau of Forensics	99,841	187,500	151,600	(35,900)	(19.1) %
TOTAL REVENUES	17,370,795	18,057,394	18,865,728	808,334	4.5 %
APPROPRIATIONS					
Criminal Prosecution	10,178,910	10,404,237	11,052,407	648,170	6.2 %
Civil Prosecution	760,257	717,613	813,800	96,187	13.4 %
Investigations	2,257,854	2,409,397	2,441,395	31,998	1.3 %
Clerical Support	2,778,897	2,965,412	2,978,435	13,023	0.4 %
Administration	521,043	556,014	595,352	39,338	7.1 %
Bureau of Forensics	871,147	1,004,721	984,339	(20,382)	(2.0) %
TOTAL APPROPRIATIONS	17,368,108	18,057,394	18,865,728	808,334	4.5 %
NET CHANGE IN FUND BALANCE	2,687	0	0	0	0.0 %
STAFFING					
Criminal Prosecution	51.0	51.0	53.0	2.0	3.9 %
Civil Prosecution	5.0	5.0	6.0	1.0	20.0 %
Investigations	16.5	16.0	17.0	1.0	6.3 %
Clerical Support	27.0	26.0	29.0	3.0	11.5 %
Administration	4.5	4.5	5.5	1.0	22.2 %
Bureau of Forensics	6.0	6.0	6.5	0.5	8.3 %
TOTAL STAFFING	110	108.5	117	8.5	7.8 %

DEPARTMENTAL BUDGET SUMMARY

The Department's Recommended Budget of \$18,865,728 represents increases of \$808,334 or 4.5%, in both revenues and expenditures when compared to the FY2012/13 Adopted Budget. The Office's primary funding source is the General Fund which comprises approximately \$9,906,411, or 52.5%, of the Recommended Budget. In FY2013/14 the General Fund contribution is decreased by \$178,873 or 1.8% when compared to the FY2012/13 Adopted Budget.

Other funding sources include the following:

State allocation of \$4,259,182 from the Public Safety Augmentation Fund, which is funded from the public safety-dedicated ½ cent sales tax (Proposition 172), reflects an increase in FY2013/14 of \$110,964, or 2.7%.

State and Federal funding for the following programs:

Reimbursements of \$1,000,000 for the prosecution of crimes within State Prison under Penal Code 4700. These revenues are expected to increase by \$100,000 or 11.1% when compared to the FY 2012/13 Adopted Budget.

Reimbursements of \$720,693 for parole revocation, prosecution of cases related to the Post-release Community Supervision (PRCS), and other program services under AB109, which reflects a \$343,969 or 91.3% increase when compared to the FY 2012/13 Adopted Budget. The increase is due to additional mandates beginning on July 1, 2013 which require the DA to prosecute parolees charged with parole violations. The Department and the Community Corrections Partnership (CCP) are recommending the addition of 1.0 FTE Deputy District Attorney and a 1.0 FTE Legal Secretary to address this increased workload. Further the Department and the Community Corrections Partnership (CCP) are recommending the addition of 1.0 FTE Victim Assistant funded by AB109 to address new role and workload of 2011 Public Safety Realignment.

Reimbursements of \$990,398 for the prosecution of fraudulent cases related to:

- Auto Insurance Fraud \$113,738
- Worker’s Compensation Fraud \$173,388
- Welfare Fraud \$175,000
- DUI Vertical Prosecution \$182,041
- Victim Witness \$273,670
- Victims Compensation Govt. Claims Board \$ 72,561

The Department continues to seek alternative ways to meet mandated service requirements by seeking grants and other funding sources.

The Office's primary cost centers are the Criminal Prosecution Division, Civil Division, Clerical, Investigations, and Bureau of Forensics Services. The Office’s budget includes salary and employee benefits of \$15,246,137 or 80.8% of the total budget. Salaries and employee benefits will have a net increase in FY2013/14 of \$938,498, or 6.6% due primarily to the addition of five new positions. Three of the positions are necessary to meet the new program requirements funded under the AB109 – the 2011 Public Safety Realignment. The two other positions include an Accountant funded by increases in Proposition 172 revenues and a Paralegal funded by the DA’s Consumer Trust Fund. Other increases in salary and employee benefits include the annualized cost of positions added during the FY2012/13 and increases in retirement and health benefit costs.

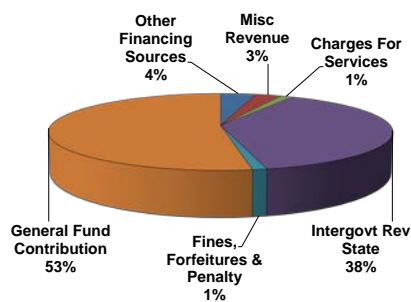
The Office’s other major appropriations include:

Central data processing charges of \$623,608 which reflects an increase of \$33,305, or a 5.6% as a result of increases in charges for support from Department of Information Technology (DoIT). The Department anticipates the completion of replacing all computers identified by DoIT as not meeting current minimum standards in FY2012/13, and therefore the FY2013/14 Recommended Budget does not include any computer replacement (or “refresh”) costs.

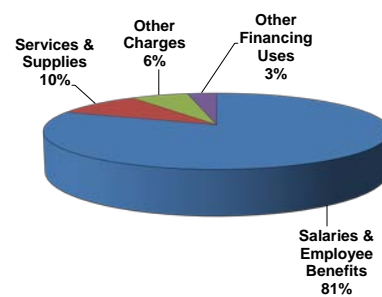
Other professional services of \$182,493 reflects a decrease of \$4,000, or 2.1%, due to reductions in the Bad Check Program.

Liability insurance of \$151,835 which reflects a decrease of \$85,670, or 36.1%, as determined by Risk Management.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Licenses, Permits & Franchise	37,062	0	0	0	0.0%
Fines, Forfeitures, & Penalty	261,034	236,518	218,631	(17,887)	(7.6%)
Intergovernmental Rev State	6,453,048	6,491,416	7,218,132	726,716	11.2%
Intergovernmental Rev Federal	1,297	0	0	0	0.0%
Charges For Services	268,569	302,074	255,000	(47,074)	(15.6%)
Misc Revenue	194,320	313,676	530,272	216,596	69.1%
Other Financing Sources	640,743	628,426	737,282	108,856	17.3%
General Fund Contribution	9,514,723	10,085,284	9,906,411	(178,873)	(1.8%)
TOTAL REVENUES	17,370,795	18,057,394	18,865,728	808,334	4.5%
APPROPRIATIONS					
Salaries and Employee Benefits	13,545,014	14,307,639	15,246,137	938,498	6.6%
Services and Supplies	1,965,182	1,925,034	1,819,730	(105,304)	(5.5%)
Other Charges	1,248,089	1,241,530	1,195,165	(46,365)	(3.7%)
Other Financing Uses	584,823	583,191	604,696	21,505	3.7%
Intra-Fund Transfers	25,000	0	0	0	0.0%
TOTAL APPROPRIATIONS	17,368,108	18,057,394	18,865,728	808,334	4.5%
NET CHANGE	(2,686)	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes reimbursements of \$720,693 for parole revocation, prosecution of cases related to the Post-Release Community Supervision (PRCS) and other services under AB109, reflecting an increase of \$343,969 or 91.3% when compared to the FY2012/13 Adopted Budget. This increase is due to additional mandates beginning on July 1, 2013 which require the DA to prosecute parolees charged with parole violations. The Department and the Community Corrections Partnership (CCP) are recommending the addition of staff to address the increased workload for FY2013/14.

SUMMARY OF POSITION CHANGES

Changes in the Department position allocations since the adoption of the FY2012/13 Final Budget are provided below:

In September 2012, the following limited term positions were added, which were extended to June 30, 2014 in the 3rd Quarter:

- 1.0 FTE Limited Term District Attorney Investigator
- 1.0 FTE Limited Term Legal Secretary

In September 2012, added the following limited term position which is recommended to be extended through June 30, 2014:

- 1.0 FTE Limited Term Deputy District Attorney I-IV

In October 2012, added the following limited term position, which is recommended to be extended through June 30, 2014:

- 0.5 FTE Limited Term Senior Criminalist

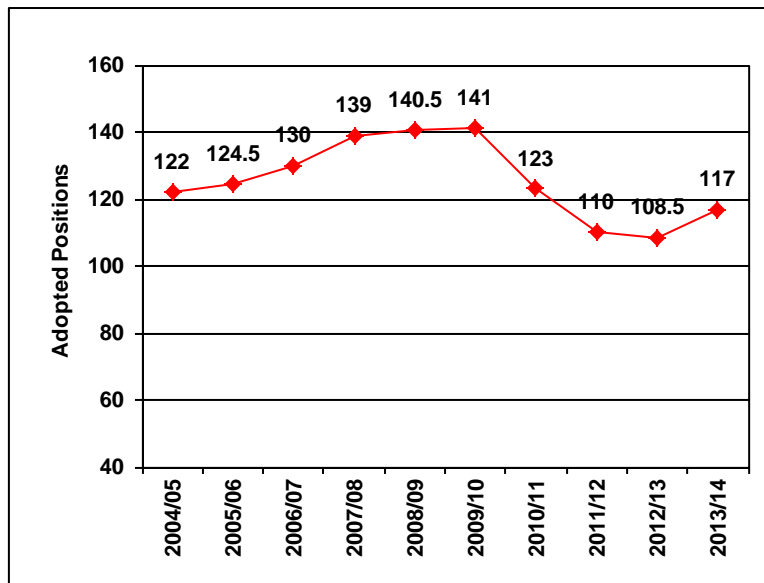
On February 26, 2013 the Board approved the conversion of the following limited term positions funded by the State's 2011 Realignment Program, to Regular positions following the passage of Prop. 30 providing State constitutional funding protections to Counties for AB109 related revenues:

- 1.0 FTE Deputy District Attorney I-IV
- 1.0 FTE Paralegal
- 1.0 FTE Legal Secretary

In FY2013/14 the District Attorney is requesting to add the following five (5.0) new positions:

- 1.0 FTE Accountant – This position is funded by increased Proposition 172 revenues in FY2013/14. This position, which is subject to validation of classification by the Auditor-Controller and the Human Resource Department, will provide for increased capacity and expertise in the preparation of financial reports, collection and interpretation of financial information, monitoring of financial systems and assist in accounting for criminal and civil cases. There is no General Fund impact for this addition.
- 1.0 FTE Paralegal - This position is funded by District Attorney’s Consumer Trust Fund. The position will serve in the Department’s Civil Unit to operate the District Attorney’s Asset Forfeiture Program and provide paralegal support to the Consumer Fraud Unit. This position will provide paralegal services to the county Asset Forfeiture and Vehicle Forfeiture programs. For the past two years, these duties have been absorbed by the Sr. Staff Analyst position (former Sr. Paralegal). There is no General Fund impact for this addition.
- 1.0 FTE Deputy District Attorney I-IV - This position is funded through 2011 Public Safety Realignment (AB 109). This position will address the District Attorney’s new legal responsibility to handle all parole violations.
- 1.0 FTE Legal Secretary - This position is funded through 2011 Public Safety Realignment (AB 109). This position will address the District Attorney’s new legal responsibility to handle all parole violations.
- 1.0 FTE Victim Assistant - This position is funded through 2011 Public Safety Realignment (AB 109). This position will address the District Attorney’s increased caseload in the delivery of services to victims of crime related to AB 109. This position will address the increased caseload by providing direct services to victims ensuring they receive services guaranteed under the Law.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The ongoing implementation of Realignment on the 2011 Public Safety Criminal Justice System is expected to continue to increase the number of parole violation cases. The Department will continue to evaluate the caseload impact and provide recommendations for appropriate staffing levels going forward.

**6500 – Fund 900-District Attorney
Donald A. du Bain, District Attorney
Judicial**

Summary of Other Administered Budgets

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
4100 DA SPECIAL REVENUE	735,447	688,817	322,838	(365,979)	(53.1) %
5500 OFFICE OF FAMILY VIOLENCE PREV	433,076	502,049	372,099	(129,950)	(25.9) %
APPROPRIATIONS					
4100 DA SPECIAL REVENUE	642,513	684,299	782,844	98,545	14.4 %
5500 OFFICE OF FAMILY VIOLENCE PREV	765,073	859,778	877,248	17,470	2.0 %
NET CHANGE					
4100 DA SPECIAL REVENUE	92,934	4,518	(460,006)	(464,524)	(10281.6) %
5500 OFFICE OF FAMILY VIOLENCE PREV	(331,997)	(357,729)	(505,149)	(147,420)	41.2 %

A summary of the budgets administered by the District Attorney's Office is provided on the following pages.

FUNCTION AND RESPONSIBILITIES

This special revenue fund provides a funding source for the investigation, detection and prosecution of crime, including drug use and gang activity, consumer protection and environmental protection.

This budget is under the direction of the District Attorney (DA) and is divided into three principal budgetary divisions:

- Division 4101 – DA Narcotic Asset Forfeiture Fund - Pursuant to the California Health and Safety Code Section 11489, the sources of revenue for this fund are cash and proceeds from the sale of seized property that have been used or obtained through illegal narcotics trafficking, including vehicles, boats and real estate. Asset forfeiture proceeds provide a source of funding for general investigation, training and all aspects involving the prosecution of crimes.
- Division 4102 – DA Consumer Protection Fund – Pursuant to the provisions of the California Business and Professions Code, court-ordered fines and forfeitures accrue to this fund for the support of general investigation and all aspects involving the prosecution of consumer protection cases.
- Division 4103 – DA Environmental Protection Fund – California Health and Safety Code Section 25192 provides that a percentage of fines levied against the commission of environmental offenses be provided to the prosecuting agency bringing the action. The District Attorney has established this division of the DA Special Revenue Fund to provide a funding source in support of general investigation and all aspects involving the investigation and prosecution of environmental crimes. This division reimburses the DA’s operating budget in Fund 900, BU6500.

The fund balance in this Fund is restricted by funding source for each of the applicable divisions above.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$782,844 represents a decrease of \$365,979, or 53.1% in revenues and an increase of \$98,545, or 14.4% in appropriations when compared to the FY2012/13 Adopted Budget. Budgeted revenues and appropriations vary from year to year depending on the status and outcomes of the various cases. The difference between the budgeted revenues and appropriations is funded by available fund balance. Any unused fund balance has been appropriated as Contingencies (BU9116).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Fines, Forfeitures, & Penalty	726,171	681,264	322,838	(358,426)	(52.6%)
Revenue From Use of Money/Prop	9,276	6,000	0	(6,000)	(100.0%)
Intergovernmental Rev Federal	0	1,553	0	(1,553)	(100.0%)
TOTAL REVENUES	735,447	688,817	322,838	(365,979)	(53.1%)
APPROPRIATIONS					
Services and Supplies	0	55,500	45,000	(10,500)	(18.9%)
Other Charges	1,770	373	562	189	50.7%
Other Financing Uses	640,743	628,426	737,282	108,856	17.3%
TOTAL APPROPRIATIONS	642,513	684,299	782,844	98,545	14.4%
NET CHANGE	(92,934)	(4,518)	460,006	464,524	(10281.6%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Division 4101 – The District Attorney’s Recommended Budget in the Asset Forfeiture Fund is in-line with the FY2012/13 Adopted Budget. No significant adjustments are noted.

Division 4102 – The FY2013/14 Recommended Budget funds the operation of the DA’s Consumer Protection Unit (in BU6500) via an operating transfer of \$737,282.

Division 4103 –On December 13, 2012, the District Attorney announced that his office, together with 42 other California District Attorneys and the City Attorney of Los Angeles had filed and settled a civil environmental enforcement action against Walgreen Company. The complaint alleged that more than 600 Walgreens stores throughout California –including three in Solano County–unlawfully handled and disposed of various hazardous wastes and materials.

Under the final judgment, Walgreen Co. was ordered to pay \$16.575 million in civil penalties and costs and must conduct supplemental environmental projects that promote consumer protection and environmental enforcement in California. Under the settlement, Walgreen and Co. has paid \$1.157 million in civil penalties and cost recovery to the Solano County District Attorney’s Office.

See related BU 9116 – Fund 233 Contingencies (refer to Contingency section of the Budget).

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations.

FUNCTION AND RESPONSIBILITIES

The Office of Family Violence Prevention (OFVP) was established by the Board of Supervisors on June 23, 1998 to reduce family violence in Solano County through collaborative and coordinated activities with County departments, community-based organizations, and nonprofit victim service agencies with a focus on countywide prevention efforts.

This budget unit was established in the General Fund to record funding to administer violence prevention activities on a countywide basis, and enable the Office of Family Violence Prevention to receive and separately account for various Federal, State, and private foundation grants, as mandated by funding agency guidelines. A portion of OFVP's requested appropriations are offset by dedicated revenue sources including Domestic Violence Oversight/Vital Records Fees. The OFVP also serves as a pass-through agency for Battered Women's Shelter Fees and Marriage License Fee Surcharge Funding collected pursuant to the California State Domestic Violence Centers Act.

The principal budgetary activities of the OFVP are:

BU 5501 OFVP Administration

Monitoring available funding opportunities, collaborating with county departments and non-profit community partners to write and submit grant applications; providing education/training on the negative effects of family violence on children; providing oversight of AB2405 funding imposed and collected by the Courts upon convictions of crimes of domestic violence California Penal Code Section 1463.27. (Fees are restricted to enhance services for Domestic Violence (DV) victims who are immigrants, refugees and/or rural community members); providing direction and staff support to the Solano Partnership Against Violence, the Board-Appointed DV Coordinating Council and advisory board, in addition to providing program oversight and fiscal support for the below outlined grant or dedicated revenue-funded projects.

BU 5511 Solano Family Justice Center (SFJC) — Grant to Encourage Arrest Policies & Enforcement of Protection Orders Program (GTEAP)

The Solano Family Justice Center Project is a coordinated and collaborative victim service delivery model that co-locates victim services professionals. The goals are to improve victim safety, reduce costs through shared resources, improve offender accountability through increased successful prosecutions, and decrease children's exposure to violence by supporting victims' long-term safety through economic empowerment. The SFJC grant, funded by the US Department of Justice, Office on Violence Against Women (OVW), was awarded continuation funding of \$300,000 in September 2012, to support the SFJC's Limited-Term Social Worker III and Assistant Family Violence Prevention Coordinator through September 2014. This grant will also support approximately 500 additional service hours for an Extra-Help Resource Specialist (Social Worker II) co-located at the SFJC. The OFVP continues to apply for all available grants to support SFJC staff and has utilized funding from Domestic Violence Oversight Vital Records Fees to retain these key positions during periods when not eligible to apply for refunding.

BU 5512 Solano Safe Haven Supervised Visitation Program (Safe Haven)

This grant of \$400,000 is funded by the U.S. Department of Justice, Office on Violence Against Women (OVW) and initially supported the planning and development of a supervised visitation program that takes into consideration the unique safety needs of domestic violence victims and their children. Now fully in the "Implementation Phase" of the award period, this grant primarily funds a contract with Child Haven, Inc. to provide court and non-court ordered supervised visitation for families experiencing domestic violence, that allows children to visit with the non-custodial parent in a setting that maintains safety for both the victim-parent and the children. The grant also funds a half-time Assistant Family Violence Prevention Coordinator to oversee the Safe Haven program.

BU 5503 OFVP Domestic Violence Oversight—Vital Records Fees (DVO-VRF's)

Solano County's Vital Records Fees were authorized pursuant to State legislation first enacted in 2005 (Assembly Bill 2010) allowing for collection of an extra \$2 on certain vital records requests in order to fund governmental coordination and oversight of domestic violence related services. Subsequent legislation SB154 (Wolk) enacted in 2011 eliminated the sunset date for this legislation ensuring Solano County a continued revenue source dedicated to oversight of domestic violence related services. With enactment, the County must also report to the Assembly and Senate Judiciary Committees on the fees received and expended no later than July 1, 2014. To facilitate reporting on this revenue, the OFVP established this Division. DVO-VRF funding was instrumental in the planning, development and launch of the Solano Family Justice Center. The OFVP recommends continued appropriation of this funding to support approximately 500 hours of service from the Extra-Help Social Worker II assigned to the Solano Family Justice Center.

5500 – Fund 001-Office of Fam. Violence Prevention Summary of Other Administered Budgets

**Donald A. du Bain, District Attorney
Other Protection**

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the Office of Family Violence Prevention (OFVP) of \$877,248 represents an overall decrease of \$129,950 or 25.9% in program revenues and an increase of \$17,470, or 2% in appropriations when compared to the FY2012/13 Adopted Budget. The result is an increase of \$147,420 or 41.2% in Net County Cost when compared to the FY2012/13 Adopted Budget.

The OFVP anticipates a decrease in grant revenues of \$129,950 primarily due to the Safe Haven grant expiring in September 2013, resulting in only 3 months of grant revenues included in FY2013/14 Recommended Budget. In FY2012/13 the OFVP budgeted for 12 months of revenues under the Safe Haven grant. Due to a delay in the commencement of spending Safe Haven grant funds, the OFVP was not able to utilize the award. The OFVP intends to seek permission in July per the grant guidelines from OVW to extend the Safe Haven grant period for an additional 12 months through September 2014. If successful in gaining an extension, the OFVP will return to your Board to seek permission to incorporate approximately \$245,000 in additional revenue, extend grant supported contracts, and increase appropriations for expenditures in the Safe Haven budget.

The primary costs of the OFVP include:

Salaries and Employee Benefits of \$520,282 which represents a decrease of \$59,100 or 10.2% when compared to the FY2012/13 Adopted Budget. The decrease is primarily due to lower funding in FY2013/14 for the Safe Haven Program which expires in September 2013 and thus represents only 3 months of expenses for the positions funded under the grant. In the prior year the grant funded positions for a full 12 months. Additionally, the Assistant Family Violence Prevention Coordination under the Safe Haven grant is anticipated to be filled on a part time basis through the expiration of the grant period.

Services and Supplies of \$220,842 decreased by \$1,806 includes the increased facility operating costs of the new SFJC, offset by decrease in contracted services due to the shorter Safe Haven grant period.

Other Charges of \$87,130 increased by \$50,721 primarily due to countywide administrative overhead and building use charges for operation of the new SFJC in a stand-alone facility.

Intrafund services of \$32,350 increased by \$31,125 due to the new SFJC which requires grounds keeping and custodial services from the General Services Department.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Licenses, Permits & Franchise	42,134	54,400	50,000	(4,400)	(8.1%)
Fines, Forfeitures, & Penalty	9,172	14,500	12,000	(2,500)	(17.2%)
Intergovernmental Rev Federal	293,499	266,591	290,099	23,508	8.8%
Misc Revenue	88,271	166,558	20,000	(146,558)	(88.0%)
TOTAL REVENUES	433,076	502,049	372,099	(129,950)	(25.9%)
APPROPRIATIONS					
Salaries and Employee Benefits	512,386	579,382	520,282	(59,100)	(10.2%)
Services and Supplies	164,629	222,648	220,842	(1,806)	(0.8%)
Other Charges	66,316	36,409	87,130	50,721	139.3%
Other Financing Uses	20,346	20,114	16,644	(3,470)	(17.3%)
Intra-Fund Transfers	1,398	1,225	32,350	31,125	2540.8%
TOTAL APPROPRIATIONS	765,073	859,778	877,248	17,470	2.0%
NET COUNTY COST	331,997	357,729	505,149	147,420	41.2%

STAFFING					
OFFICE OF FAMILY VIOLENCE MANAGEMENT	5	5	5	0	0.00 %
TOTAL STAFFING	3.0	5.0	5.0	0	0.00 %

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- Due to a delay in the commencement of spending Safe Haven grant funds the OFVP intends to seek permission from OVW to extend the Safe Haven: Supervised Visitation Program project period for an additional 12 months through September 2014. Permission is expected to be received in July 2013, and would allow the OFVP to fully utilize remaining federal funding awarded (estimated to be \$245,000 at close of FY 2012/13). In the interim, just 3-months funding for Safe Haven staffing and other program costs have been included in the OFVP Recommended Budget.
- In December 2012, the Board voted unanimously to allow the Department to move forward with a 30-month Pilot Project of expansion and relocation of OFVP's SFJC and Safe Haven programs to a stand-alone facility. The SFJC and Safe Haven programs are able to share the site by offering mutually exclusive hours of operations to clients served, thus maximizing the use of the facility while still ensuring safety for DV victims and their children. As a result costs associated with occupancy of the new site have increased OFVP's Intra-fund Services charges, thus resulting in an increase in net county cost.
- In September 2012, OFVP was awarded continuation of federal grant funding to support SFJC limited-term staffing through September 2014. The renewed grant funding eliminated the need to use DVO-VRF funding, which was used on a one-time basis in FY2012/13 to support SFJC limited-term staffing. As a result appropriations and revenue estimates in BU 5503 DVO-VRF Division have been reduced accordingly. If necessary, this dedicated revenue will be available to support key SFJC staff in FY2014/15 when the extended federally-funded grant period ends.

SUMMARY OF POSITION CHANGES

Changes in the OFVP position allocations since the FY2012/13 Adopted Budget are provided below:

On May 7, 2013, as part of the Third Quarter Report, the Board approved the extension of the following limited-term positions to 6/30/2014:

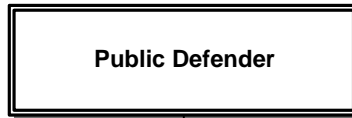
- 1.0 FTE Limited-Term SFJC Assistant Family Violence Prevention Coordinator
- 1.0 FTE Limited-Term SFJC Social Worker III

PENDING ISSUES & POLICY CONSIDERATIONS

Federal rules do not allow for grantees to request extensions of their project-period until 90-days prior to the current grant end-date. Given that, the earliest the OFVP can request an extension for the Safe Haven: Supervised Visitation project is July 2013. If successful, staff will submit an Appropriation Transfer Request for Board approval to receive and appropriate additional revenue at that time.

With the continued federal budgetary impasse, it is unclear whether either of the Department's federal awards may be at risk of having funding reduced or eliminated during the coming fiscal year. Should that occur, the Department will work to identify alternative funding sources to support continued implementation of these critical programs.

Lesli Caldwell, Public Defender
Judicial



- Public Defender**
- Felony Division
 - Misdemeanor Division
 - Juvenile Delinquency
 - Juvenile Dependency
 - Civil
 - Sexually Violent Predators
 - Contempts
 - Investigations
 - Clerical Support
 - Administration

DEPARTMENTAL PURPOSE

The Public Defender's Office provides legal representation for indigents accused of criminal conduct, or who are in danger of losing a substantial right. In its 1963 decision, *Gideon v. Wainright*, the United States Supreme Court found a Sixth Amendment right to counsel for criminal defendants unable to afford their own attorney. Subsequent United States Supreme Court cases extended this right to persons in danger of losing a substantial right.

Budget Summary:	
FY2012/13 Third Quarter Projection:	9,806,984
FY2013/14 Recommended:	10,405,139
County General Fund Contribution:	9,516,295
Percent County General Fund Supported:	91.5%
Total Employees (FTEs):	57.5

FUNCTION AND RESPONSIBILITIES

Like most California counties, Solano County fulfills its Constitutional mandate by means of a Public Defender's Office, established in 1968, pursuant to Government Code sections 27700-27712 and Penal Code section 987.2.

The Public Defender maintains offices in Fairfield and Vallejo, where Superior Court proceedings are held. The scope of representation includes all phases of criminal litigation from arraignment through post-conviction proceedings. As appropriate to each client, legal issues are researched, investigations are conducted, written motions are prepared, and oral presentations are made in all court hearings, including court and jury trials.

Most of the Public Defender's clients are adults and juveniles accused of criminal offenses ranging from traffic misdemeanors to serious felonies, including capital offenses. Some cases involve representation of clients for family civil contempt or the failure to provide for a child or children. The Civil Unit provides competent legal representation to individuals threatened with conservatorship proceedings.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Represented nearly 19,000 clients in 2012 including new and ongoing cases.
- Collaborated with the Solano Community Corrections Partnership (CCP) in developing and implementing the County's 2011 Public Safety Realignment Act Implementation Plan for (AB 109).
- Investigations staff served nearly 1,800 subpoenas in 2012.
- Collaborated with H&SS and community groups to represent women with children in the Women Reentry Achievement Program (WRAP).

WORKLOAD INDICATORS

- Relying on a legal team of 35 attorneys, 7.5 investigators and 12 clerical in the year 2012 the Public Defender’s Office opened new cases for 3,890 felony clients, 6,227 misdemeanor clients and 626 juvenile clients.
- As a result of the State AB109 Realignment the Department staffed 1.0 FTE attorney, 0.4 FTE Social Worker III and 0.5 Paralegal, throughout FY2012/13 to provide representation and services to the increase in clients due to 2011 Public Safety Realignment.
- At midyear the Department requested the Board of Supervisors add 1 FTE, limited term, Deputy Public Defender to address the increased felony caseload and the Court opening a fifth Felony Department in Fairfield. The Board of Supervisors added this Limited Term position in February 2013.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
PUBLIC DEFENDER	9,199,899	9,904,276	10,405,139	500,863	5.1 %
TOTAL REVENUES	9,199,899	9,904,276	10,405,139	500,863	5.1 %
APPROPRIATIONS					
PUBLIC DEFENDER	9,199,899	9,904,276	10,405,139	500,863	5.1 %
TOTAL APPROPRIATIONS	9,199,899	9,904,276	10,405,139	500,863	5.1 %
NET CHANGE IN FUND BALANCE	0	0	0	0	0% %
STAFFING					
PUBLIC DEFENDER	52	54	57.5	3.5	6.5 %
TOTAL STAFFING	52	54	57.5	3.5	6.5 %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$10,405,139 for the Public Defender represents overall increases of \$500,863, or 5.1%, in both revenues and appropriations when compared to FY2012/13 Adopted Budget. The FY2013/14 General Fund Contribution reflects an increase of \$261,615, or 2.8%. The increase in General Fund support is primarily the result of an increase in salary and employee benefits due to the addition of staff to address the increased workload related to the addition by the Superior Court of a felony department.

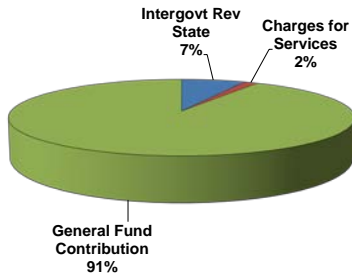
The Department’s primary funding source is the General Fund. To minimize the impact on the General Fund the Public Defender has aggressively sought grants and other sources of funding; however, very few grants and other sources of funding for the Department to enhance its revenues exist for criminal defense work.

The Department’s other funding sources include: 2011 Public Safety Realignment (AB 109) for representation of clients affected by the State’s 2011 Realignment of the criminal justice system, in particular, the rising number of persons charged with violating their Post Release Community Supervision, State sales tax related to 1991 Realignment, a continuation of funding from the Administrative Office of the Courts through December 31, 2013 for representation of parents in Dependency Court, and legal fees charged to clients. The Department’s Recommended Budget reflects an increase in AB109/Realignment revenues and legal fees.

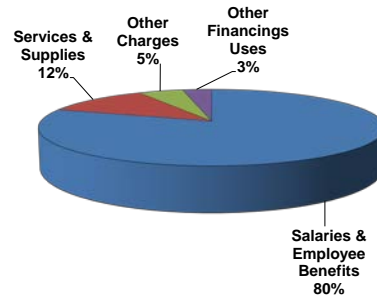
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev State	289,500	490,694	729,565	238,871	48.7%
Intergovernmental Rev Federal	11,376	0	0	0	0.0%
Charges For Services	277,898	158,902	159,279	377	0.2%
General Fund Contribution	8,621,125	9,254,680	9,516,295	261,615	2.8%
TOTAL REVENUES	9,199,899	9,904,276	10,405,139	500,863	5.1%
APPROPRIATIONS					
Salaries and Employee Benefits	7,491,314	7,879,139	8,344,440	465,301	5.9%
Services and Supplies	889,250	1,219,823	1,216,725	(3,098)	(0.3%)
Other Charges	487,255	477,967	512,045	34,078	7.1%
Other Financing Uses	332,080	327,347	331,929	4,582	1.4%
TOTAL APPROPRIATIONS	9,199,899	9,904,276	10,405,139	500,863	5.1%
NET CHANGE	1	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the Public Defender’s position allocations since the adoption of the FY2012/13 Budget are provided below:

On December 4, 2012 the Board approved the extension of the following Limited Term position funded by the Administrative Office of the Courts to December 31, 2013:

- 1.0 FTE Limited Term Deputy Public Defender I-IV

At Midyear, on February 19, 2013, the Public Defender added the following Limited Term position expiring December 31, 2013 to address the increased workload related to the addition by the Superior Court of a felony department.

- 1.0 FTE Limited Term Deputy Public Defender I-IV

On February 26, 2013 the Board approved the conversion of the following Limited Term positions funded by the State’s 2011 Realignment Program, to Regular positions:

- 1.0 FTE Deputy Public Defender I-IV

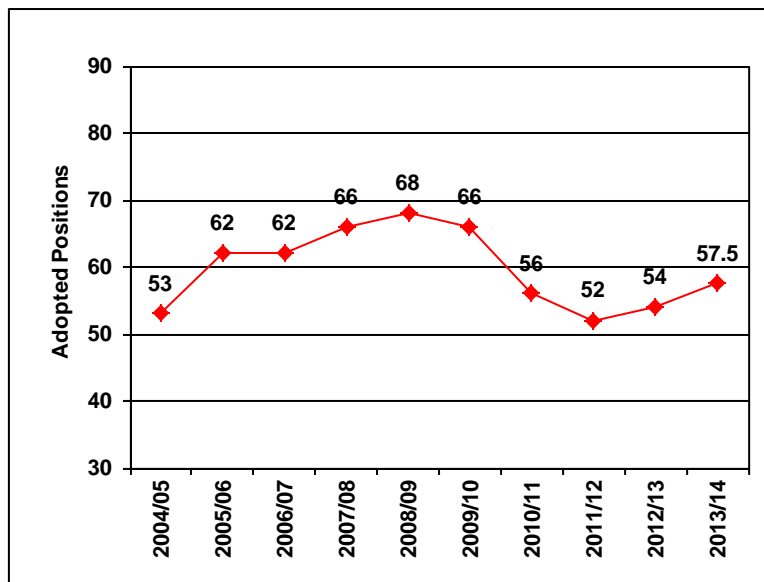
- 0.5 FTE Paralegal
- 0.5 FTE Social Worker II – The Social Worker II position was also converted to a Social Worker III, and from 0.5 FTE to 1.0 FTE. (The position cost is split with the Probation Department (60%) and Public Defender (40%).)

On March 31, 2013 the Public Defender transferred 1.0 FTE Legal Secretary to the Conflict Defender.

The FY2013/14 Recommended Budget includes the Public Defender’s request to add three (3.0) new positions:

- 1.0 FTE Deputy Public Defender I-IV - This position is funded through 2011 Public Safety Realignment (AB 109). This position will address the Public Defender’s new legal responsibility to handle all parole violations and support the Courts new role in conducting parole hearings.
- 1.0 FTE Legal Secretary - This position is funded through 2011 Public Safety Realignment (AB 109). This position will address the Public Defender’s new legal responsibility to handle all parole violations and support the courts new role in conducting parole hearings.
- 1.0 FTE Limited Term Legal Secretary expiring January 31, 2014 – This position is requested to address the increased workload related to the addition by the fifth Superior Court felony department in Fairfield. This position will support the Limited Term Deputy Public Defender I-IV.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The ongoing implementation of 2011 Public Safety Realignment from the State to Counties and the local impact on the Criminal Justice System is expected to continue to increase the number of clients appointed to the Public Defender due to the fact that the Department must begin representing parolees charged with parole violations as of July 1, 2013. The Department and the Solano Community Corrections Partnership (CCP) are recommending the addition of 1.0 FTE Public Defender I-IV and a 1.0 FTE Legal Secretary funded with AB109 revenues to address this increased workload. The Department will continue to evaluate the caseload impact and provide recommendations for appropriate staffing levels going forward.

6530 – Fund 900-Public Defender
Lesli Caldwell, Public Defender
Judicial

Summary of Other Administered Budgets

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
6540 CONFLICT PUBLIC DEFENDER	2,849,317	2,986,269	3,167,606	181,337	6.1 %
APPROPRIATIONS					
6540 CONFLICT PUBLIC DEFENDER	2,849,317	2,986,269	3,167,606	181,337	6.1 %
NET CHANGE					
6540 CONFLICT PUBLIC DEFENDER	-	-	-	-	0.0 %

A summary of the budgets administered by the Public Defender’s Office is provided on the following pages.

DEPARTMENTAL PURPOSE

The Conflict Defender provides Court-appointed legal representation to indigents for whom the Public Defender has declined representation due to a conflict of interest.

Budget Summary:

FY2012/13 Third Quarter Projection:	2,969,393
FY2013/14 Recommended:	3,167,606
County General Fund Contribution:	3,040,705
Percent County General Fund Supported:	95.9%
Total Employees (FTEs):	20

FUNCTION AND RESPONSIBILITIES

The Constitutions of both the State of California and the United States of America extend the right of appointed legal representation to indigents accused of criminal conduct or in danger of losing a substantial right. Most counties in California, including Solano County, fulfill their Constitutional duty by establishment of a Public Defender’s Office. In certain cases, however, the Public Defender may have a conflict of interest, commonly occurring when a single case involves multiple indigent defendants, or some prior relationship exists with a party to the case. In these instances, the Public Defender must decline representation, and the County’s obligations are met by the Conflict Defender’s Office, unless a conflict of interest exists there as well. If both the Public Defender and the Conflict Defender decline to provide representation, the case would be assigned to private counsel under Other Public Defense (BU 6730).

The Office of the Conflict Defender maintains offices in Fairfield and Vallejo, where the Superior Courts sit. The Office provides representation at all phases of criminal litigation, from arraignment through post-conviction proceedings. As appropriate to each client, legal issues are researched, investigations are conducted, written motions are prepared, and oral presentations are made in all court hearings, including court and jury trials.

Since June 2000, the Conflict Defender’s Office has operated under the administrative authority of the Public Defender. The Office’s duties and characteristics are similar to those of the main Public Defender’s Office (BU6530). However, pursuant to California Penal Code section 987.2, the Conflict Defender’s Office is organized as a separate division of the Public Defender’s Office, under the direct supervision of the Chief Deputy Conflict Defender.

The majority of the clients represented by the Office are adults and juveniles accused of criminal offenses. The offenses range from traffic misdemeanors to serious felonies, including capital offenses. A small portion of the cases involve advising witnesses, whose testimony could be incriminating.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Represented over 4,200 clients in 2012 including new and ongoing cases.
- Collaborated with the Community Corrections Partnership to develop and begin implementation of the County’s 2011 Public Safety Realignment Act Implementation Plan.
- Collaborated with H&SS and community groups to represent women with children in the Warrant Reduction Advocacy Project (WRAP).

WORKLOAD INDICATORS

Relying on a legal team of 11 attorneys, 2 investigators and 4 clerical staff in the year 2012, the Conflict Defender’s Office represented over 4,200 clients; opening new cases for 1,375 felony clients, 993 misdemeanor clients and 294 juvenile clients.

DEPARTMENTAL BUDGET SUMMARY

The Conflict Defender’s FY2013/14 Recommended Budget of \$3,167,606 represents overall increases of \$181,337, or 6.1%, in both revenues and appropriations when compared to the FY2012/13 Adopted Budget. The FY2013/14 General Fund contribution reflects an increase of \$187,576, or 6.6%. The increase in the General Fund contribution is primarily the result of an increase in salary and employee benefits due to the addition of staff to address the increased workload related to the addition by the Superior Court of a fifth felony department in Fairfield.

Lesli Caldwell, Public Defender
Judicial

The Conflict Defender’s primary funding source is the General Fund. To minimize the impact on the General Fund the Conflict Defender has aggressively sought grants and other sources of funding to enhance revenues. However, it should be noted that there are very few grant opportunities available to criminal defense work.

The Conflict Defender’s other funding sources include: 2011 Public Safety Realignment (AB 109) for representation of clients affected by the State’s 2011 Realignment of the criminal justice system from the State on Counties, a continuation of funding from the Administrative Office of the Courts through December 31, 2013 for representation of parents in Dependency Court, and legal fees charged to clients.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev State	0	40,355	34,266	(6,089)	(15.1%)
Charges For Services	178,977	92,785	92,635	(150)	(0.2%)
General Fund Contribution	2,670,340	2,853,129	3,040,705	187,576	6.6%
TOTAL REVENUES	2,849,317	2,986,269	3,167,606	181,337	6.1%
APPROPRIATIONS					
Salaries and Employee Benefits	2,358,183	2,423,392	2,560,532	137,140	5.7%
Services and Supplies	236,002	279,549	289,023	9,474	3.4%
Other Charges	154,395	183,748	214,086	30,338	16.5%
Other Financing Uses	100,736	99,580	103,965	4,385	4.4%
TOTAL APPROPRIATIONS	2,849,317	2,986,269	3,167,606	181,337	6.1%
NET CHANGE	(0)	0	0	0	0.0%
STAFFING					
Conflict Defender	17	17.5	20	2.5	14.3%
TOTAL STAFFING	17	17.5	20	2.5	14.3%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

Changes in the Department position allocations since the adoption of the FY2012/13 Budget are provided below:

On December 4, 2012 the Board approved the extension of the following Limited Term position funded by the Administrative Office of the Courts to December 31, 2013:

- 1.0 FTE Limited Term Deputy Public Defender I-IV

At Midyear, on February 19, 2013, the Conflict Defender added the following Limited Term position expiring December 31, 2013 to address the increased workload related to the addition by the Superior Court of a fifth felony department in Fairfield.

- 1.0 FTE Limited Term Deputy Public Defender I-IV

On February 26, 2013 the Board approved the conversion of the following Limited Term position funded by the State’s 2011 Realignment Program, to a Regular position:

- 0.5 FTE Paralegal

On March 31, 2013 the Public Defender transferred 1.0 FTE Legal Secretary to the Conflict Defender.

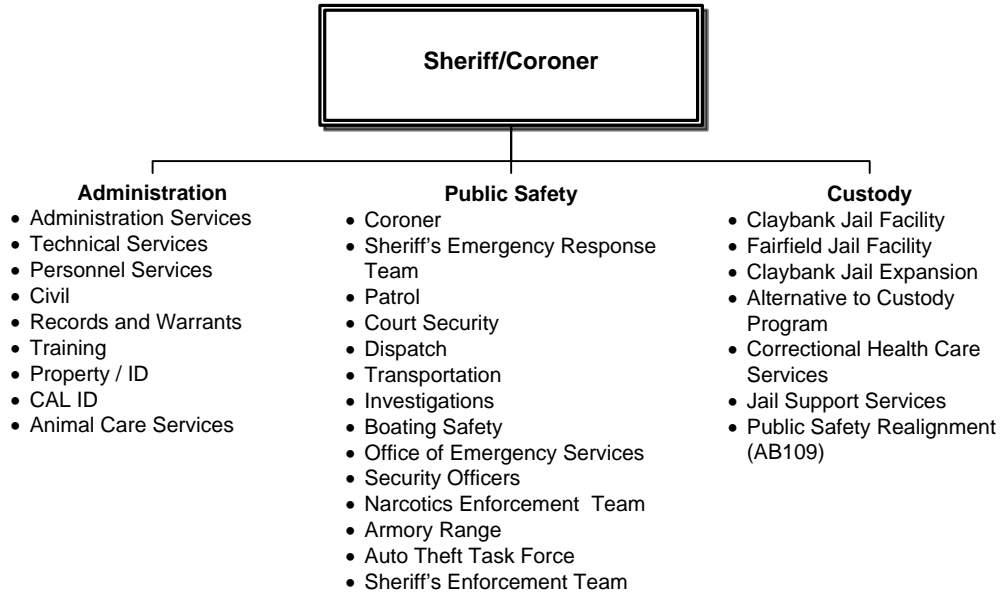
The FY2013/14 Recommended Budget includes the Conflict Defender's request to add (0.5) FTE position:

- 0.5 FTE Limited Term Legal Secretary expiring January 31, 2014 – This position is requested to address the increased workload related to the addition by the Superior Court of a felony department. This position will support the Limited Term Deputy Public Defender I-IV.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Department seeks to change the name from Conflict Defender to Alternate Defender's Office to address confusion from the public and the clientele about the meaning of the name. This would also bring the name into line with the names of similar offices around the state.

The ongoing implementation of Realignment in the Criminal Justice System is expected to continue to increase the number of clients appointed to the Conflict Defender due to the fact that the Department must begin representing State parolees charged with parole violations effective of July 1, 2013. The Department will continue to evaluate the caseload impact and provide recommendations for appropriate staffing levels going forward.



DEPARTMENTAL PURPOSE

Headed by the elected Sheriff as prescribed in Government Code §24000(b), the Sheriff's Office is responsible for providing public safety services in the county, including patrol, investigations and custody of adult offenders, and overseeing the Coroner's Office and the Office of Emergency Services (OES). The Sheriff's Office also provides a variety of support services including dispatch of public safety personnel and maintenance of criminal records.

Budget Summary:	
FY2012/13 Third Quarter Projection:	77,783,222
FY2013/14 Recommended:	86,120,250
County General Fund Contribution:	44,532,174
Percent County General Fund Supported:	51.7%
Total Employees (FTEs):	454

FUNCTION AND RESPONSIBILITIES

The Sheriff's Office:

- Prevents and detects criminal activity in the county through the following divisions: Patrol, Investigations, Custody, Court Security, Marine Patrol, Narcotics Enforcement, Alternative Sentencing and Safe Transportation of in-custody persons.
- Provides a variety of support services including dispatch of public safety personnel, maintenance of criminal records, evidence collection and storage, crime reporting, overseeing employees' training and standards, strategic planning, fiscal administration, implementation of operational standards, financing and implementation of its automated systems.
- Provides services as the County Coroner including death investigations, autopsies, and indigent burial.
- Oversees the Office of Emergency Services which is the central coordinating agency in all county disaster events, establishing and managing an emergency operational plan, providing direction to first responders, and enlisting aid from various state and local agencies.
- At the direction of the County Administrator and approval of the Board of Supervisors, the Sheriff's Office is responsible for the operation and management of the County's Animal Care Services Department.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments

AB900 New Jail Construction Project Under Way, On Time and On Budget

Construction of a new \$89 million, 362-bed, maximum security jail remains on schedule and within budget. The project broke ground on August 28, 2012 at the County's Clay Bank Road site as part of an expansion project funded primarily under the State of California's Assembly Bill 900 jail construction program. Our team has worked many hours with County General Services, as well as private sector architects, contractors, and the State of California to meet the scheduled construction completion date of April 2014. This facility will provide the County with a state-of-the-art maximum security jail and needed bed space to safely house criminal offenders sentenced to County Jail under Assembly Bill 109, also known as Public Safety Realignment.

Sheriff's Enforcement Team Keeps Community Safe

As a result of 2011 Public Safety Realignment, the Sheriff's Enforcement Team was established in January 2012 to provide field compliance checks of those individuals on Post Release Community Supervision (PRCS) and the expanded Alternative to Custody (ATC) program. During 2012, the Sheriff's Enforcement Team aided in more than 650 compliance checks, actively pursued individuals who had absconded from their release terms, and arrested 252 offenders who had violated their terms of probation or parole. Forty-five percent or 113 of the arrests were directly related to Public Safety Realignment.

Remodeling and Reopening of the Sentenced Detention Facility

In 2010, and in response to moderate staffing reductions, the Sheriff closed several housing units at the Sentenced Detention Facility (SDF) located on Clay Bank Road. During this time, and in anticipation of an eventual increase of the jail population, the Sheriff was able to refurbish and remodel the vacant housing units for anticipated reopening. The remodeling proved timely when in 2012, the inmate jail population at the Justice Center Detention Facility (JCDF, aka/main jail) began increasing due to Public Safety Realignment. In response and using Realignment funding, the Sheriff's Office reopened inmate housing units or modules at SDF.

The Justice Center Detention Facility located in downtown Fairfield also received much needed modifications to the tunnel holding area, which links the jail to the County court system. The modifications served to bring the County into compliance with the Americans with Disabilities Act and included the expansion of cell doors for wheelchair access and the installation of ADA compliant toilets (which required the installation of new water valves). The cost of this project was \$21,307 and was paid for out of the FY2011/12 Supplemental Law Enforcement Services Fund (SLESF).

Reducing the Presence of Illegal Drugs in the County

The Solano County Sheriff's Office California Multi-Jurisdictional Methamphetamine Enforcement Team (Cal-MMET) and the Solano County Narcotics Enforcement Team (Sol-NET) made 90 arrests and recovered 20 guns during the 2012 calendar year. The unit confiscated a variety of drugs with a street value in excess of \$19 million, including 51 pounds of methamphetamines, 49,856 grams of processed marijuana and 737 grams of cocaine. During 2012, the Sheriff's Office worked closely with the U.S. Drug Enforcement Agency on a federal case, originating in Solano County, involving an international drug trafficking organization. After months of surveillance and the service of several search warrants, the joint operation netted numerous arrests, and approximately 35 pounds of methamphetamine, with a street value estimated at \$420,000, was seized and removed from the streets.

Sheriff Assumes Perimeter Security for the County Court System

The Sheriff's Office currently provides contracted security services for the Solano County court system that includes 25 deputy sheriffs who serve as bailiffs in the courtrooms. In 2012, the Sheriff entered into an agreement with the local Courts to extend that contract to include the responsibility for building and perimeter security of all courthouses within the county including two courthouses in Fairfield and one in Vallejo. The additional security responsibility is accomplished with the addition of four full-time Sheriff's Security Officers, augmented with extra-help Sheriff's Security Officers. Throughout the year, the Sheriff's Office screened more than 472,541 people at both the Fairfield and Vallejo Courts combined to ensure the safe operations of the Courts. As a result of these screenings, 12,093 prohibited items such as guns, knives, laser pointers, pepper spray, razor blades and glass bottles, were confiscated at the screening checkpoint.

Accountability for Sex Offenders

Using grant funds obtained through the Sexual Assault Felony Enforcement (SAFE) program and the Child Sexual Predator Program, the Sheriff's Investigations Bureau continued its successful enforcement efforts in the area of tracking sex offenders. The bureau organized or participated in over 13 felony sexual assault offender sweeps in which over 375 registered sex offenders living in Solano County were contacted, resulting in 23 arrests for violations of their release terms or new charges. Moreover, the District Attorney's Office was able to obtain two convictions related to prior homicide investigations.

Enhanced Emergency Preparedness and Response Capabilities

The Office of Emergency Services (OES) updated its Emergency Operations Center Roster to improve activation response time. Immediately following the update, training in Emergency Operations Center procedures was offered to all identified members in the County as well as local agency representatives. First planned activation of the EOC using the new roster will coincide with the statewide Golden Guardian Exercise in May 2013.

Using matching funds from Solano County Fleet Operations and a grant obtained through the North Bay Hub of the Urban Area Security Initiative (UASI), OES was able to purchase a state-of-the-art incident command and response vehicle. The vehicle is designed and equipped to respond to terrorism involving weapons of mass destruction (WMD), including Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) incidents. The vehicle is used primarily by the Sheriff's Emergency Response Team (SERT) and significantly increases the County's emergency response capability.

OES also brought state of the art Geographical Information System (GIS) mapping information to first responder mobile devices throughout Solano County. Teaming with DOIT, OES will publish a county-wide Fire Run Map book using existing GIS data. The new book will be available electronically and can be printed for use in any emergency vehicle. Bids have been received for a new grant funded mass casualty trailer with expected delivery in June 2013 and OES recently received approval for a grant funded animal rescue trailer, enhancing major disaster response capabilities.

Improving Technological Efficiencies

The Solano County Sheriff's Office started deploying tablet computing devices to the Sheriff's Emergency Response Team, Investigations, the Sheriff's Enforcement Team, the Office of Emergency Services and Executive Management. The tablets are a cost effective method of allowing field personnel to communicate with the Sheriff's Office and other agencies, complete and submit written forms and reports connect to sites and systems that support field enforcement, and assist with surveillance activities.

Challenges

Public Safety Realignment Moving Forward

Under 2011 Public Safety Realignment, the Sheriff's Office has seen a steady increase in the County's inmate population and many new challenges this change imposes on a County Jail. Currently, 45% of the County Jail population directly attributable to Public Safety Realignment yet the decisions on what the long-term funding formulas for the distribution of AB109 for local jurisdictions will not be set until FY2014/15. There is a significant challenge is dealing with a more sophisticated criminal population, requiring updated safety and security measures. An unfortunate by-product is the potential increase in assaults on other inmates and staff, resulting in the potential for lost staff time, more inmate injuries and higher medical and dental costs. The mixing of sentenced inmates potentially increases criminal knowledge exchange to lower risk inmates. An additional challenge is long-term inmate sentences and the need to provide effective programs to address a range of needs. The County has an inmate sentenced to over 10 years in the county jail. Vocational training may help prepare inmates for reentry into the community and address recidivism challenges but must be reestablished. The programs must align with Public Safety Realignment wraparound services provided by Probation and the Department of Health and Social Services. The recent Board-approved Inmate Program and Services Manager will keep develop and implement an evidence-based programming model.

Start of Operations at the Adult Detention Facility (AB900 Facility)

The completion of construction of a new jail referred to as the Adult Detention Facility [ADF] or AB900 Facility brings with it the challenge of operating a new "state of the art" type facility and integrating multiple new technologies. The process of training new and existing staff on the facility operation within a short timeline poses a challenge to the Sheriff's Office as well. During

FY2013/14 it will be critical to ensure staff is hired and trained prior to occupying the new facility. Attracting and hiring sufficient numbers of qualified employees to fill vacant positions is a priority for FY2013/14.

A New Jail Management System

The Sheriff's Office with the assistance of DoIT and technical experts selected a new jail management system vendor to install and support automated systems that will manage and provide information critical to criminal justice operations. The new system purchased for the new jail facility with Assembly Bill 900 funds will also be deployed throughout the existing Justice Center Detention Facility and the Sentence Detention Facility replacing the existing system. The change/upgrade will enable all facilities to operate more efficiently by accepting, organizing, distributing and integrating data and operations to provide information to various end users. The implementation challenges include: the extraction and verification of 14 years of historical data; training of 350 staff members on the new system by April 2014; and competition for staff resources to accomplish the required installation, testing, and training due to other current technology projects.

Mobile Computing

The mobile computing terminals in the patrol vehicles are reaching their five-year estimated life cycle and replacement maybe a challenge as technology and system needs evolve to address safety and mobility needs. One solution currently being evaluated is to migrate from mobile computing terminals to Windows-based tablets in the patrol vehicles. This project is expected to be brought to the Board in the coming year as a suitable replacement is identified.

Need for Digital Investigative Services

With the proliferation of personal computing items such as computers, laptops, tablets, and cellular phones, stored data on these devices, potentially critical to investigations, must be retrieved and analyzed. The Sheriff's Office has outsourced this service for all high-profile cases. However, it has been cost prohibitive and has long lead times-the Sheriff's Office is requesting 1.0 FTE Deputy Sheriff position, 78% offset by grant funding, to be trained in the necessary skills to perform digital forensic investigations.

WORKLOAD INDICATORS

Civil, Records & Warrant, Property and CAL ID	2008	2009	2010	2011	2012
Total annual civil papers received for processing	12,726	11,675	12,045	11,929	9,251
Number of restraining orders processed	3,276	2,275	2,160	2,249	3,075
Number of call outs to crime scenes	45	31	26	25	22
Number of suspect fingerprints analyzed	114	66	132	90	194

Custody	2008/09	2009/10	2010/11	2011/12
Bookings	18,485	16,323	14,767	15,863
Felonies	10,061	9,019	8,380	8,078
Misdemeanors	8,454	7,269	6,387	6,650
Average daily population	979	888	809	818
Average stay	19	20	20	20.5

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION	60,716,499	64,914,385	68,625,879	3,711,494	5.7 %
PUBLIC SAFETY	7,054,298	7,532,610	8,882,348	1,349,738	17.9 %
CUSTODY	<u>4,550,745</u>	<u>7,965,662</u>	<u>8,612,023</u>	<u>646,361</u>	<u>8.1 %</u>
TOTAL REVENUES	72,321,542	80,412,657	86,120,250	5,707,593	7.1 %
APPROPRIATIONS					
ADMINISTRATION	15,335,629	15,780,150	18,122,838	2,342,688	14.8 %
PUBLIC SAFETY	20,947,881	22,390,426	23,891,774	1,501,348	6.7 %
CUSTODY	<u>36,082,955</u>	<u>42,242,081</u>	<u>44,105,638</u>	<u>1,863,557</u>	<u>4.4 %</u>
TOTAL APPROPRIATIONS	72,366,465	80,412,657	86,120,250	5,707,593	7.1 %
NET CHANGE IN FUND BALANCE	(44,923)	0	0	0	0.0 %

STAFFING					
Administration	63	64	64	0	0.0 %
Public Safety	122	127	127	0	0.0 %
Custody	<u>224</u>	<u>241</u>	<u>263</u>	<u>22</u>	<u>9.1 %</u>
TOTAL STAFFING	409	432	454	22	0.5 %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the Sheriff’s Office is \$86,120,250, which represents an increase of \$5,707,593, or 7.1%, in revenues, and an increase in appropriations of \$5,707,593, or 7.1%, when compared to the FY2012/13 Adopted Budget. As a result, the Net County Cost/General Fund Contribution is increased by \$2,111,869, or 5.0% the increase is largely attributed to salaries and benefits, insurance, and A87 Administrative Overhead increases.

The primary funding source for the Sheriff’s Office is County General Fund Contribution of \$44,532,174 or 51.7% of the Recommended Budget. The primary source of non-County revenue is Proposition 172 Public Safety Sales Tax of \$22,806,207. At the recommendation of the County Administrator’s Office, and in consultation with the Auditor/Controller the Sheriff’s Office is projecting a modest increase over the FY2012/13 Adopted Budget of \$1,156,372 or 5.3% in Proposition 172 tax revenues based on current sales tax trends. Other principal funding sources include: State payments of \$5,770,372 or 6.7% of total revenues for providing perimeter and building court security services; and state allocations under Public Safety Realignment (a.k.a. AB109) of \$5,955,172 or 7.0% of total revenues.

The Sheriff’s Office’s budget includes 437 positions (excluding Animal Care) with a request for 17.0 FTE new positions for a total of 454.0 FTE positions. The 17 new positions requested are 16 new Correctional Officers and 1 new Deputy Sheriff with staggered start dates to coincide with the jail facility changes in FY2013/14 and six of which are revenue offset.

The Sheriff’s Office is organized in three distinct functions: Administration, Public Safety and Custody. The tables and graphs that follow illustrate the distribution of revenues and appropriations for the three functions.

ADMINISTRATION

The primary programs for Administration are Administrative Services, Training, and Technical Services. Other programs include Records and Warrants, Personnel Services, Civil, and Property Identification.

The Recommended Budget for Administration is \$68,625,879 in revenues and \$18,122,838 in appropriations. These represent an increase of \$3,711,494, or 5.7%, in revenues and an increase of \$2,342,688, or 14.8%, in appropriations when compared to the FY2012/13 Adopted Budget.

The Sheriff’s Office records all revenues and expenditures that are not directly related to a specific program or function in the Administration Function. The revenues include General Fund contribution and Proposition 172 revenues totaling \$67,338,381.

Appropriations include Countywide Administrative Overhead (A-87), liability and risk insurance, workers compensation, communications costs, and central data processing services for the Sheriff's Office totaling \$9,753,702. The Administration budget funds 64.0 FTE positions.

PUBLIC SAFETY

The primary programs for Public Safety are Patrol, Court Security, the Coroner, and the Office of Emergency Services. Other programs include Marine Patrol, Transportation, Investigations, Armory, Security Services, the Sheriff's Emergency Response Team, and the Narcotics Enforcement Team.

The Recommended Budget for Public Safety is \$8,882,348 in revenues and \$23,891,774 in appropriations. This represents an increase of \$1,349,738, or 17.9%, in revenues and an increase of \$1,501,348, or 6.7%, in appropriations when compared to the FY2012/13 Adopted Budget. The increase in revenues is primarily due to moving Public Safety Realignment revenues associated with the Sheriff's Enforcement Team from Custody into the Public Safety function. Public Safety's Recommended Budget assumes State SLESF funding will continue to support Warrant Service activities and Cal-MMET funding will continue to support a Sergeant and Deputy assigned to the Narcotics Unit.

The 2011 Public Safety Realignment program budget allocation is \$1,160,381 in FY2013/14. The Realignment funding pays for the salary and benefits costs for 5.0 FTE positions: 1 Sergeant-Deputy and 4 Deputy Sheriffs; and certain operating costs associated with these positions such as county garage service, fuel, communications, and office expense. This program was established in response to and in compliance with the California Public Safety Realignment legislation as outlined in Assembly Bills 109, 111, 117, and 118.

The Public Safety budget funds 126.0 FTE positions, including 5.0 FTE positions for Public Safety Realignment Programs.

CUSTODY

The primary programs for Custody are the Fairfield Jail facility, the Clay Bank Sentence Detention facility, and the Adult Detention facility. In addition, the Sheriff operates an Alternative Sentencing program.

The Recommended Budget for Custody is \$8,612,023 in revenues and \$44,105,638 in appropriations. This represents an increase of \$646,361, or 8.1% in revenues and an increase of \$1,863,557, or 4.4% in appropriations, when compared to the FY2012/13 Adopted Budget.

The 2011 Public Safety Realignment program budget funding is \$4,794,791 for FY2013/14. The Realignment budget includes the salary and benefits costs for 22.0 FTE positions: 18 Correctional Officers, 3 Office Assistant IIs, and 1 Inmate Program Manager; and a portion of certain operating costs such as food, household expense, maintenance, equipment, communications, and office expense.

The Adult Detention facility project budget is \$2,149,415. The Adult Detention facility budget includes the salary and benefit costs for 17.0 FTE positions: 2 Sergeant-Sheriffs and 15 Correctional Officers; and certain operating costs, such as equipment, software, and office expense. A portion of the cost, or \$777,422 is offset by funds from the State through the Public Safety and Offender Rehabilitation Services Act of 2007 also known as AB 900, located in Chapter 7 of the 2007 Statutes.

The Custody budget funds 264.0 FTE positions, including 22.0 FTE positions for Public Safety Realignment Programs.

Contract services (excluding software maintenance and support) represent a significant portion of the services and supplies section of the budget with a total of \$11.2 million. Six individual contracts with significant appropriations are listed below. Several contracts are revenue-offset. The security contract with the Courts is fully funded by the State and the Court.

- Medical, dental & mental health care to inmates: \$ 8,332,000
- Food service to inmates: \$ 1,777,000
- Evidence Based Programing Services: \$ 600,000
- Security for Superior Court of Solano County: \$ 122,000
- AFIS lease/purchase: \$ 82,000
- Electronic monitoring for ATC program: \$ 70,000

FIXED ASSETS

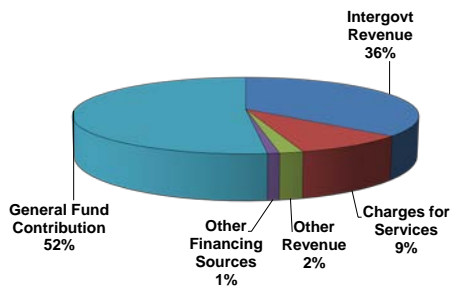
The FY2013/14 Recommended Budget includes \$290,000 in fixed assets for - building improvements, equipment, computer equipment and communications as follows:

- \$164,000 for equipment and related upgrades to the Fairfield and Clay Bank Jail facilities necessary to implement the new Jail Management System software facility wide.
- \$25,000 for installation of 4,300 feet of cyclone fencing to replace and expand existing fencing within the Clay Bank Jail area, to include both the Clay Bank Jail facility and the new jail facility, to strengthen security measures required of an AB900 jail facility.
- \$31,000 for a new radio base station with increased number capacity to replace an obsolete radio base station that supports the Justice Center control station.
- \$70,000 for 10 new portable ruggedized laptops and related accessories plus mounting brackets to be installed in patrol vehicles to replace existing obsolete equipment in those vehicles.

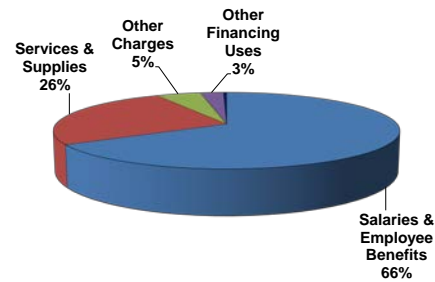
DEPARTMENT COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



The pie charts above illustrate the tables below.

Functional Area Summary

**6550 – Fund 900-Sheriff/Coroner
Thomas A. Ferrara, Sheriff/Coroner
Public Protection**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Licenses, Permits & Franchise	16,563	15,201	20,000	4,799	31.6%
Fines, Forfeitures, & Penalty	456,532	510,137	335,000	(175,137)	(34.3%)
Revenue From Use of Money/Prop	999	1,280	0	(1,280)	(100.0%)
Intergovernmental Rev State	28,999,695	32,636,397	30,877,384	(1,759,013)	(5.4%)
Intergovernmental Rev Federal	482,424	431,754	331,000	(100,754)	(23.3%)
Charges For Services	2,312,583	2,136,534	7,931,256	5,794,722	271.2%
Misc Revenue	951,149	1,202,628	1,280,281	77,653	6.5%
Other Financing Sources	1,040,757	1,808,421	813,155	(995,266)	(55.0%)
General Fund Contribution	38,060,839	41,670,305	44,532,174	2,861,869	6.9%
TOTAL REVENUES	72,321,542	80,412,657	86,120,250	5,707,593	7.1%
APPROPRIATIONS					
Salaries and Employee Benefits	49,337,824	53,471,748	57,423,961	3,952,213	7.4%
Services and Supplies	17,937,424	21,621,059	22,229,023	607,964	2.8%
Other Charges	3,114,187	3,299,974	4,215,014	915,040	27.7%
F/A Bldgs and Imprmts	0	0	25,000	25,000	0.0%
F/A Equipment	6,071	17,000	264,925	247,925	1458.4%
Other Financing Uses	2,090,551	2,104,160	2,201,836	97,676	4.6%
Intra-Fund Transfers	(119,593)	(101,284)	(239,509)	(138,225)	136.5%
TOTAL APPROPRIATIONS	72,366,464	80,412,657	86,120,250	5,707,593	7.1%
NET CHANGE	44,922	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes the following significant adjustments:

- Costs related to the anticipated opening of the new 362-bed jail facility in Spring 2014.
 - \$1,005,000 in salary and benefits for 11 new Correctional Officer positions as part of the new facility opening partially offset with AB109 funding.
 - \$730,000 in one time overtime costs for training more than 350 staff in the new jail management system.
 - \$164,000 in fixed assets for necessary equipment upgrades to existing Fairfield and Clay Bank jail facilities to prepare these facilities for compatibility with the new jail management system employed in the new jail. (A portion of the cost or \$74,000 will be funded by AB109 Public Safety funds.)
 - \$201,000 in controlled assets and other equipment necessary to initially equip new staff and upgrade equipment. (A portion of the cost or \$57,000 will be funded by AB109 Public Safety funds.)
 - \$47,000 increase in food and clothing & personal supplies for greater number of inmates.
 - \$48,000 in communications cost for telephone, equipment moves, and voice mail set up of new employees and other staff.
 - \$10,000 to expand in contracted jail medical services for an added 0.4 FTE licensed vocational nurse for increased inmate population projections.
- Increases in allocated Share of County Costs:
 - \$868,000 for countywide administrative overhead.
 - \$279,000 for workers compensation insurance as the cost is based on claims for the prior 5-year period.
 - \$140,000 for unemployment insurance as following end of rate holiday in FY2012/13.
 - \$104,000 net increase in other insurance costs.

- \$389,000 for central data processing, which includes additional charges for implementation of the new jail management system.

SUMMARY OF POSITION CHANGES

Since the FY2012/13 Adopted Budget was approved by the Board of Supervisors, the Sheriff’s Office has added 7.0 FTE positions, let 2.0 FTE limited-term positions expire, and is requesting 17.0 FTE new position allocations in the Recommended Budget, for a net increase of 22.0 FTE positions. Changes in the Sheriff’s Office’s position allocations are provided below:

In August 2012, the following positions were added:

- 5.0 FTE Correctional Officer positions in the Custody Division - Fairfield and Clay Bank Jail facilities funded by Public Safety Realignment AB109; and
- 1.0 FTE Deputy Sheriff position in the Public Safety Division – Patrol funded by Public Safety Realignment AB109.

In February 2013, 1.0 FTE Inmate Program and Services Manager position in the Custody Division.

On March 31, 2013, the following medical back fill limited-term positions expired:

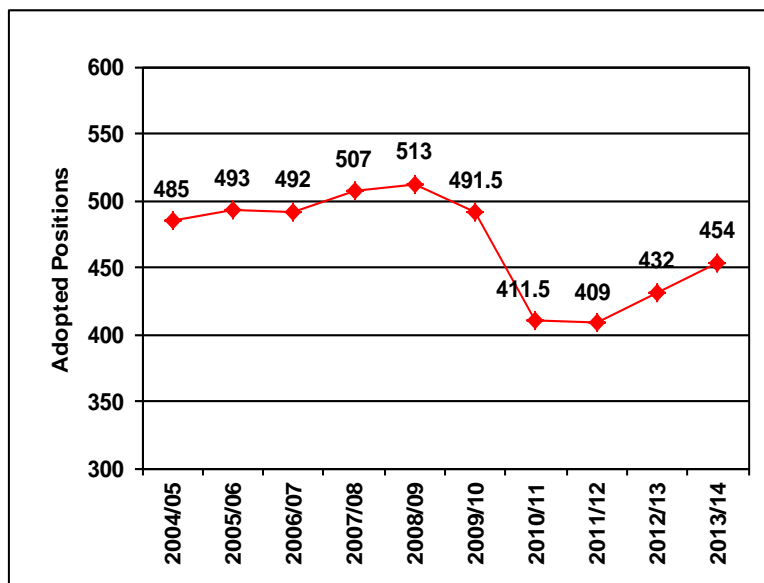
- 1.0 FTE Sergeant Sheriff position in the Public Safety Division - Patrol; and
- 1.0 FTE Deputy Sheriff position in the Public Safety Division – Patrol.

On May 7, 2013, 3.0 FTE Limited-Term Sheriff Security Officer positions in the Public Safety Division – Court were extended to 6/30/14.

The Recommended Budget includes the following position allocation additions:

- 5.0 FTE Correctional Officer positions in the Custody Division – Sentence Detention Facility to reopen the last remaining 80-bed section. These positions are 100% funded by Public Safety Realignment.
- 11.0 FTE Correctional Officer positions in the Custody Division – Adult Jail Facility as part of the Clay Bank expansion under Assembly Bill 900.
- 1.0 FTE Deputy Sheriff position in the Public Safety Division – Investigations to assist with extracting digital forensic data. The position is 78% funded by the High Technology Theft Apprehension and Prosecution Program administered by the County of Marin through a grant from the State of California.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The 2011 Public Safety Realignment, also known as AB109, continues to have a significant impact on the Sheriff's Office budget and operations. Since Realignment went into effect (Fall 2011), the Sheriff's Office has added public safety capabilities to address increased inmate population and longer sentences to be served in County Jail by reopening two housing with the remaining unit anticipated to be reopened in Spring/Summer 2013. The Sheriff's Office also initiated a dynamic compliance capability establishing a Sheriff's Enforcement Team (SET) to lead field compliance checks. Moving forward, these capabilities will be critical in maintaining public safety as the County adjusts to both providing services and conducting enforcement on a new criminal offender population.

6550 – Fund 900-Sheriff/Coroner
Thomas A. Ferrara, Sheriff/Coroner
Public Protection

Summary of Other Administered Budgets

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
2550 EMPG GRANTS	201,834	-	-	-	0.0 %
2560 SHERIFF OES	150,988	305,000	882,792	577,792	189.4 %
2570 VALERO SETTLEMENT-SCRIP	250,000	-	-	-	0.0 %
2590 HOMELAND SECURITY GRANT	1,276,101	529,568	404,981	(124,587)	(23.5) %
2850 ANIMAL CARE SERVICES	1,927,522	2,016,076	2,210,999	194,923	9.7 %
3250 SHERIFF'S OFFICE GRANTS	381,470	148,249	31,310	(116,939)	(78.9) %
3440 LLEBG	843	4	-	(4)	(100.0) %
4050 SHERIFF SPECIAL REVENUE	623,358	624,289	572,355	(51,934)	(8.3) %
4110 CIVIL PROCESSING FEES	259,897	251,511	251,226	(285)	(0.1) %
4120 SHERIFF ASSET SEIZURE	14,225	11,000	2,500	(8,500)	(77.3) %
5460 IND BURIAL VETS CEM CARE	6,808	6,717	6,300	(417)	(6.2) %
5908 COUNTY DISASTER	151,329	-	-	-	0.0 %
APPROPRIATIONS					
2550 EMPG GRANTS	201,834	-	-	-	0.0 %
2560 SHERIFF OES	75,988	305,000	882,792	577,792	189.4 %
2570 VALERO SETTLEMENT-SCRIP	156,901	153,475	155,272	1,797	1.2 %
2590 HOMELAND SECURITY GRANT	1,276,102	529,568	404,982	(124,586)	(23.5) %
2850 ANIMAL CARE SERVICES	2,328,841	2,906,750	2,470,142	(436,608)	(15.0) %
3250 SHERIFF'S OFFICE GRANTS	381,924	147,795	30,856	(116,939)	(79.1) %
3440 LLEBG	870	192	-	(192)	(100.0) %
4050 SHERIFF SPECIAL REVENUE	736,617	875,537	549,796	(325,741)	(37.2) %
4110 CIVIL PROCESSING FEES	231,407	246,484	261,185	14,701	6.0 %
4120 SHERIFF ASSET SEIZURE	801	449	2,818	2,369	527.6 %
5460 IND BURIAL VETS CEM CARE	20,510	22,500	23,036	536	2.4 %
5908 COUNTY DISASTER	-	151,619	-	(151,619)	(100.0) %
NET CHANGE					
2560 SHERIFF OES	75,000	-	-	-	0.0 %
2570 VALERO SETTLEMENT-SCRIP	93,099	(153,475)	(155,272)	(1,797)	1.2 %
2590 HOMELAND SECURITY GRANT	(1)	-	(1)	(1)	0.0 %
2850 ANIMAL CARE SERVICES	(401,319)	(890,674)	(259,143)	631,531	(70.9) %
3250 SHERIFF'S OFFICE GRANTS	(454)	454	454	-	0.0 %
3440 LLEBG	(27)	(188)	-	188	(100.0) %
4050 SHERIFF SPECIAL REVENUE	(113,259)	(251,248)	22,559	273,807	(109.0) %
4110 CIVIL PROCESSING FEES	28,490	5,027	(9,959)	(14,986)	(298.1) %
4120 SHERIFF ASSET SEIZURE	13,424	10,551	(318)	(10,869)	(103.0) %
5460 IND BURIAL VETS CEM CARE	(13,702)	(15,783)	(16,736)	(953)	6.0 %
5908 COUNTY DISASTER	151,329	(151,619)	-	151,619	(100.0) %

A summary of the budgets administered by the Sheriff's Office is provided on the following pages.

FUNCTION AND RESPONSIBILITIES

Under authority of Government Code sections 26720 et seq., the Sheriff collects certain fees related to services provided through the Department’s Civil Bureau (i.e., service of process, etc.). The specific code sections cited below provide for portions of fees collected to be deposited into a special fund to be used for specified purposes.

Recommended Budget revenues are driven by Government Codes (GC) 26731 (Portion of Civil Fees Collected) and 26746 (Debtor Processing Assessment Fee):

- GC 26731 – \$15 of any fee collected by the Sheriff’s Civil Division is deposited into a special fund. Ninety-five percent (95%) of revenue in this special fund supplements costs for the implementation, maintenance and purchase of auxiliary equipment and furnishings for automated systems or other non-automated operational equipment and furnishings necessary for the Sheriff’s Civil Division. The remaining five percent (5%) of revenue in the special fund supplements expenses of the Sheriff’s Civil Division in administering the funds.
- GC 26746 – A \$12 processing fee is assessed for certain specified disbursements. Monies collected and deposited pursuant to this section supplements the cost for vehicle fleet replacement and equipment maintenance and civil process operations.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$261,185 reflects a net decrease of \$285 in revenues and an increase of \$14,701 in appropriations when compared to the FY2012/13 Adopted Budget. Other Financing Uses includes an operating transfer to the Sheriff’s operating budget BU6550 Fund 900 to offset costs within the Civil program. The increased appropriations are primarily for the replacement of 5 document scanners.

See related Budget Unit 9117 – Fund 241 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Fines, Forfeitures, & Penalty	140,823	127,345	135,697	8,352	6.6%
Revenue From Use of Money/Prop	5,344	6,415	5,116	(1,299)	(20.2%)
Charges For Services	113,730	117,751	110,413	(7,338)	(6.2%)
TOTAL REVENUES	259,897	251,511	251,226	(285)	(0.1%)
APPROPRIATIONS					
Other Financing Uses	231,407	246,484	261,185	14,701	6.0%
TOTAL APPROPRIATIONS	231,407	246,484	261,185	14,701	6.0%
CHANGE IN FUND BALANCE	(28,490)	(5,027)	9,959	14,986	(298.1%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

Thomas A. Ferrara, Sheriff/Coroner
Public Protection

FUNCTION AND RESPONSIBILITIES

The Sheriff’s Office, in its role as a law enforcement agency, arrests and assists other local law enforcement agencies with the arrests of suspected drug dealers. Often personal property associated with illegal drug activity is seized by the arresting agencies, declared “forfeited” by a Court order, and then sold. The Sheriff’s Office portion of any applicable sale proceeds is deposited in a special revenue fund and expended to support programs in the Sheriff’s operating budget for the investigation, detection, and prosecution of criminal activities, and to combat drug abuse and gang activity.

- Health and Safety Code section 11489 authorizes the distribution of net sale proceeds from the sale of forfeited property seized from illegal drug activity. Sixty-five percent of the net sale proceeds are distributed to the agencies that participated in the seizure, on a proportionate contribution basis, with 15% of the 65% distributed into a special fund administered by the County District Attorney for the sole purpose of funding programs designed to combat drug abuse and divert gang activity, and shall wherever possible involve educators, parents, community-based organizations and local businesses, and uniformed law enforcement officers. Further distributions include 24% to the State of California General Fund; 10% to the County District Attorney for reimbursement of the costs of publication and agreed upon deposition costs. The remaining 1% is distributed to the State Asset Forfeiture Distribution Fund.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of the Sheriff Asset Seizure fund includes \$2,818 in appropriations and \$2,500 in revenues, resulting in a use of available fund balance of \$318.

See related Budget Unit 9118 – Fund 253 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	979	1,000	1,000	0	0.0%
Misc Revenue	13,246	10,000	1,500	(8,500)	(85.0%)
TOTAL REVENUES	14,225	11,000	2,500	(8,500)	(77.3%)
APPROPRIATIONS					
Services and Supplies	0	0	2,500	2,500	0.0%
Other Charges	801	449	318	(131)	(29.2%)
TOTAL APPROPRIATIONS	801	449	2,818	2,369	527.6%
CHANGE IN FUND BALANCE	(13,424)	(10,551)	318	10,869	(103.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

FUNCTION AND RESPONSIBILITIES

The Emergency Management Performance Grant budget is used to track U.S. Federal Emergency Management Agency (FEMA) grant dollars passed-through the State of California’s Emergency Management Agency to support countywide emergency preparedness activities. The Sheriff’s Office of Emergency Services coordinates county wide efforts to enhance catastrophic incident planning, preparedness, response and recovery and strengthen public safety communication capabilities. The grant funds received are administered by the Office of Emergency Services and used in accordance with an agreed upon expenditure plan.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the Emergency Management Performance Grant Program is \$0, with no change to revenues or appropriations when compared to the FY2012/13 Adopted Budget. While the Department did not include revenue or appropriations in the FY2012/13 Adopted Budget, the Sheriff’s Office did apply for and received a 2012 Emergency Management Performance Grant in December 2012 and adjusted the budget accordingly. This grant is primarily used to fund the salary of an Emergency Services Technician (extra help position) assigned to OES, sending first responders and emergency management to appropriate training courses, and hosting Emergency Operations Center(EOC) Section training classes, and the purchase of EOC laptops, Smart Boards, mobile command vehicle server, portable VHF repeater, and a portable solar generator. The grant is expected to be fully expended by the end of the fiscal year.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev Federal	201,834	0	0	0	0.0%
TOTAL REVENUES	201,834	0	0	0	0.0%
APPROPRIATIONS					
Salaries and Employee Benefits	14,106	0	0	0	0.0%
Services and Supplies	51,640	0	0	0	0.0%
F/A Equipment	136,088	0	0	0	0.0%
TOTAL APPROPRIATIONS	201,834	0	0	0	0.0%
CHANGE IN FUND BALANCE	0	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

Due to the timing of the State’s award process, the grant funds are not included in the Recommended Budget. The 2012 EMPG funds are reflected in the FY2012/13 Working Budget. The Sheriff’s Office intends to submit the 2013 EMPG grant application in the coming months. Once approved by CalEMA, the Sheriff’s Office will return to the Board of Supervisors to authorize the execution of the grant agreement and to recognize unanticipated revenue and related appropriations.

Thomas A. Ferrara, Sheriff/Coroner
Public Protection

FUNCTION AND RESPONSIBILITIES

The Sheriff Office of Emergency Services (OES) Grant Funds budget is used to track grant dollars received by the Office of Emergency Services and/or the Sheriff’s Office that support capital purchases. The Sheriff’s Office of Emergency Services coordinates county wide efforts to enhance catastrophic incident planning, preparedness, response and recovery and strengthen public safety communication capabilities. The Office of Emergency Services participates with other members of the Solano County Operational Area Working Group, consisting of representatives from local fire, health and law enforcement agencies (i.e., city fire departments, fire districts, city police departments, and County Health & Social Services) to apply for Emergency Service Grant program funds. The collective grant funds received are administered by the Office of Emergency Services and/or the Sheriff’s Office and expended in accordance with an agreed upon expenditure plan.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the Sheriff Office of Emergency Services (OES) Grant Funds is \$1,199,162 which represents an increase of \$894,162, or 293.2%, in revenues, and an increase in appropriations of \$894,162, or 293.2%, when compared to the FY2012/13 Adopted Budget.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev Federal	75,988	305,000	1,199,162	894,162	293.2%
Other Financing Sources	75,000	0	0	0	0.0%
TOTAL REVENUES	150,988	305,000	1,199,162	894,162	293.2%
APPROPRIATIONS					
Services and Supplies	15,616	0	63,207	63,207	0.0%
F/A Bldgs and Imprmts	60,372	305,000	779,792	474,792	155.7%
F/A Equipment	0	0	356,163	356,163	0.0%
TOTAL APPROPRIATIONS	75,988	305,000	1,199,162	894,162	293.2%
CHANGE IN FUND BALANCE	(75,000)	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes the following significant events and its impact:

- Port Security Grant Award. Grant was awarded after the FY2012/13 Adopted Budget; however, \$316,000 in grant funds is expected to be expended in FY2013/14 for the purchase of a new boat to aid in patrolling the County waterways.
- Local Flood Emergency Response - Delta Communications Equipment Grant Award. Grant was awarded after the FY2012/13 Adopted Budget; however, \$551,000 in grant funds is expected to be expended in FY2013/14 for the purchase of a mobile radio site trailer with a satellite uplink and network interface, plus up to 125 new 800 MHz portable radios to improve the radio communications capabilities of the government entities that are responsible for emergency flood response in the Delta region.
- 2011 Urban Area Security Initiative (UASI) Grant award. The grant is for \$287,000 and will fund the purchase of the second phase of a 700 MHz Conventional Overlay System, simulcast technology and two radios.
- 2012 Urban Area Security Initiative (UASI) Grant Award. Grant was awarded after the FY2012/13 Adopted Budget; however, \$45,000 in grant funds is expected to be expended in FY2013/14 for the purchase of a mobile morgue trailer to aid in response to disaster incidents.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

FUNCTION AND RESPONSIBILITIES

Valero Refining Company in Benicia contributed to the County of Solano the sum of \$1 million, payable in four successive, equal installments. The first payment was made on December 10, 2008, with the fourth annual payment issued on December 10, 2011.

The donation was made to assist the County and the cities of Solano County in establishing a state-of-the-art communications system that would improve radio interoperability and facilitate communication among County and city public safety agencies in the event of countywide public safety emergencies or disasters.

County officials determined the best use of the funding was to support an Emergency Services Coordinator (ESC) position to coordinate and facilitate the implementation of radio interoperability countywide. The Recommended Budget includes appropriations to fully fund the ESC position in the Sheriff’s operating budget. No County General Fund is included in this budget.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$155,272 includes no budgeted revenue and an increase of \$1,797, or 1.2%, in appropriations when compared to the FY2012/13 Adopted Budget. The appropriations include an operating transfer out to the Sheriff’s operating budget, BU6550 in fund 900, to fund the ESC position.

See related Budget Unit 9256 – Fund 256 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Misc Revenue	250,000	0	0	0	0.0%
TOTAL REVENUES	250,000	0	0	0	0.0%
APPROPRIATIONS					
Other Charges	8,739	0	0	0	0.0%
Other Financing Uses	148,162	153,475	155,272	1,797	1.2%
TOTAL APPROPRIATIONS	156,901	153,475	155,272	1,797	1.2%
CHANGE IN FUND BALANCE	(93,099)	153,475	155,272	1,797	1.2%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

Thomas A. Ferrara, Sheriff/Coroner
Public Protection

FUNCTION AND RESPONSIBILITIES

The Homeland Security Grant (HSGP) budget is used to track grant dollars received from the U.S. Department of Homeland Security via the California Emergency Management Agency that supports countywide homeland security activities. The Sheriff's Office of Emergency Services coordinates countywide efforts to enhance catastrophic incident planning, preparedness, response and recovery and strengthen public safety communication capabilities. The Office of Emergency Services participates with other members of the Solano County Operational Area Working Group, consisting of representatives from local fire, health and law enforcement agencies (i.e., city fire departments, fire districts, city police departments, and County Health & Social Services) to apply for federal Homeland Security Grant program funds. The collective grant funds received are administered by the Office of Emergency Services and used in accordance with an agreed upon expenditure plan.

BUDGET SUMMARY

The Recommended Budget for the Homeland Security Grant Program is \$404,982 which represents a decrease of \$124,586, or 23.5%, in revenues, and a decrease in appropriations of \$124,586, or 23.5%, when compared to the FY2012/13 Adopted Budget. Revenue and expenditures are projected to decrease significantly in FY2013/14 due to the expiration of the 2010 HSGP grant which included the purchase of microwave and radio network equipment. Just over 50% of appropriations are directed to Non-County Agencies as reimbursements or equipment. No County General Fund is included in this budget.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev Federal	1,276,101	529,568	404,981	(124,587)	(23.5%)
TOTAL REVENUES	1,276,101	529,568	404,981	(124,587)	(23.5%)
APPROPRIATIONS					
Salaries and Employee Benefits	5,030	22,850	40,760	17,910	78.4%
Services and Supplies	450,637	77,908	121,941	44,033	56.5%
Other Charges	76,188	266,616	230,260	(36,356)	(13.6%)
F/A Bldgs and Imprmts	667,171	145,194	12,021	(133,173)	(91.7%)
F/A Equipment	77,076	17,000	0	(17,000)	(100.0%)
TOTAL APPROPRIATIONS	1,276,102	529,568	404,982	(124,586)	(23.5%)
CHANGE IN FUND BALANCE	1	0	1	1	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

FUNCTION AND RESPONSIBILITIES

The Sheriff’s Office Grant Funds budget was established to encompass a collection of grants within the Sheriff’s Office. This budget unit enables the Sheriff’s Office to receive and separately account for various Federal and State grants, as required by the respective grant’s guidelines. The Sheriff currently has one grant administered in this budget:

Community Oriented Policing (COPS) Grant (3256)

There is currently one active, multi-year grant awarded by the U.S. Department of Justice, Office of Community Oriented Policing Services that supports the County’s Narcotics Enforcement Team. The team is composed of five Sheriff’s detectives and three detectives from local law enforcement agencies. COPS Methamphetamine Initiative Grants enhance targeted methamphetamine enforcement and allow the Unit to develop and foster partnerships in communities. The grant funds detective overtime, participation in local and national trainings, specialized surveillance equipment and community outreach.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$30,856 represents decreases in revenues and appropriations of \$116,939 when compared to the FY2012/13 Adopted budget. Revenue and expenditures are projected to decrease significantly in FY2013/14 as three grants within BU3250 expired or will expire within FY2012/13. The remaining grant included in FY2013/14 Recommended Budget is the 2010 COPS grant that will expire in December 2013. The balance of the grant is projected at \$31,310 with a majority of the appropriations applied to overtime. No County General Fund is included in this budget.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev Federal	381,470	148,249	31,310	(116,939)	(78.9%)
TOTAL REVENUES	381,470	148,249	31,310	(116,939)	(78.9%)
APPROPRIATIONS					
Salaries and Employee Benefits	106,383	91,332	27,898	(63,434)	(69.5%)
Services and Supplies	60,784	43,519	2,958	(40,561)	(93.2%)
Other Charges	206,024	10,470	0	(10,470)	(100.0%)
F/A Equipment	6,857	0	0	0	0.0%
Other Financing Uses	1,877	2,474	0	(2,474)	(100.0%)
TOTAL APPROPRIATIONS	381,924	147,795	30,856	(116,939)	(79.1%)
CHANGE IN FUND BALANCE	454	(454)	(454)	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

During FY2012/13 the Sheriff’s Office had three grants expire which were project specific. These grants provided funding for the salaries and employee benefits of a 1.0 FTE Limited-Term Office Assistant II, and other services and supplies to investigate and mitigate methamphetamine production and distribution and to enhance community policing.

SUMMARY OF POSITION CHANGES

Changes in the Sheriff’s Office Grant Funds position allocations since the adoption of the FY2012/13 Budget are below:

On May 7, 2013, as part of the 3rd Quarter the Board approved the deletion of a vacant position in connection with the termination of grant fund:

- 1.0 FTE Limited Term Office Assistant II.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Sheriff’s Office received a 2009 COPS award for \$300,000 in FY2011/12; however the Sheriff’s Office was delayed in utilizing the funds due to restrictions in grant guidelines. Since receiving notice of the award the Sheriff’s Office has been working with the grant agency and has submitted a request to modify the existing grants terms to allow for the funding of 40% of a sworn position in the Narcotics Unit, funding for overtime in the Methamphetamine Enforcement Unit, and equipment, training in operational readiness. If successful in receiving grantor approval for modification the Sheriff will bring forward separately a Board report and budget appropriation request in FY2013/14.

The Sheriff’s Office is pursuing a 2013 COPS grant to fund community enforcement with the intent of reinstating the Resident Deputy Program and dedicating a Deputy to a geographic area in the County that is experiencing high theft and property crimes. The maximum award amount is \$125,000 and requires a 25% match with a three year term.

With the continued federal budgetary impasse, it is unclear if the COPS federal awards will continue to have funding or will be reduced further in the coming fiscal year. The Department continues to work to identify alternative funding sources to support the County’s Narcotics Enforcement Team.

FUNCTION AND RESPONSIBILITIES

The Sheriff's Special Revenue Fund and associated budgets were established to enable accounting for receipt of various Federal and State criminal justice grant funds and special revenues accruing from fees levied by the Courts that have restricted uses. Each division within the budget unit maintains its own dedicated fund balance. The principal budgetary activities are:

Automated Fingerprint Fees (BU4051)

Under the authority of Government Code Section 76102 and California Vehicle Code 9250.19f, this Division includes the County Automated Fingerprint Identification Fund, which is intended to assist a county in the implementation of an Automated Fingerprint Identification System (AFIS), including the purchase, lease, operation, maintenance or replacement of automated fingerprint equipment. The source of revenue is assessments on criminal and traffic fines collected by the Court, and a fee of \$1 tied to the vehicle registration fee. Expenditures from this Division are approved by a seven-member Remote Access Network (RAN) Board as required by the California Penal Code.

Vehicle Theft Allocation (BU4052)

The Division accrues funds from a \$1 vehicle registration fee assessment for the enhancement of programs to investigate and prosecute vehicle theft crimes. The Auto Theft Taskforce is composed of two part-time investigators that conduct surveillance, track, search and incarcerate offenders.

Cal-ID Auto Fees Fingerprint (BU4055)

The California Identification System (Cal-ID), as described in Section 11112.2 of the Penal Code, is the automated system maintained by the State Department of Justice for retaining fingerprint files and identifying latent fingerprints. This Division funds the conduct of automated fingerprint searches and fingerprint identification services for Solano County and the surrounding allied law enforcement agencies.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTSAccomplishments***Auto Theft Task Force***

The Auto Theft Task Force is a proactive investigative unit of undercover detectives from the Sheriff's Office and the California Highway Patrol. Detectives are responsible for combating and reducing auto thefts in Solano County. To achieve this goal, the task force conducts surveillance in high theft areas, seeks out prospective "chop shop" operations and conducts probation and parole searches on those previously convicted for vehicle theft. The task force also employs the use of an un-marked vehicle which uses state-of-the-art license plate reading technology. The plates that the system reads are compared to a published list of stolen and wanted plates. Last year, the task force recovered 92 stolen vehicles totaling approximately \$335,000, and made 25 arrests during the course of their investigations.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the Sheriff's Special Revenue Fund is \$549,796, which represents a decrease in appropriations of \$325,741 or 37.2% when compared to the FY2012/13 Adopted Budget. Revenues in the Recommended Budget are \$572,355, which represents a decrease of \$51,934 or 8.3%. The FY2013/14 Recommended Budget results in an increase in fund balance of \$22,559. The fund balance will be used for the future replacement of AFIS equipment.

See related Budget Unit 9125 – Fund 326 Contingencies (refer to Contingencies section of the Budget).

Thomas A. Ferrara, Sheriff/Coroner
Public Protection

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Licenses, Permits & Franchise	167,588	168,655	165,000	(3,655)	(2.2%)
Fines, Forfeitures, & Penalty	(3)	0	0	0	0.0%
Revenue From Use of Money/Prop	3,463	4,300	2,500	(1,800)	(41.9%)
Charges For Services	97,722	93,884	80,000	(13,884)	(14.8%)
Misc Revenue	354,588	357,450	324,855	(32,595)	(9.1%)
TOTAL REVENUES	623,358	624,289	572,355	(51,934)	(8.3%)
APPROPRIATIONS					
Salaries and Employee Benefits	78,635	142,443	108,261	(34,182)	(24.0%)
Services and Supplies	14,286	39,014	42,558	3,544	9.1%
Other Charges	4,158	1,518	2,279	761	50.1%
F/A Equipment	5,012	34,100	0	(34,100)	(100.0%)
Other Financing Uses	634,526	658,462	396,698	(261,764)	(39.8%)
TOTAL APPROPRIATIONS	736,617	875,537	549,796	(325,741)	(37.2%)
CHANGE IN FUND BALANCE	113,259	251,248	(22,559)	(273,807)	(109.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes the decrease of \$262,000 in Operating Transfers Out to offset appropriate costs within the Sheriff’s Budget Unit 6587 which represents the Cal-ID program. The reduced costs are due to the completion of payments during FY2013/14 for the Livescan station equipment under a capital lease.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

Summary of Other Administered Budgets 3440 – Fund 340-Local Law Enf. Block Grant (LLEBG)

**Thomas A. Ferrara, Sheriff/Coroner
Public Protection**

FUNCTION AND RESPONSIBILITIES

The Local Law Enforcement Block Grant (LLEBG) Budget serves as a clearing house for the distribution of the Local Law Enforcement Block Grant awarded by the U.S. Department of Justice, Bureau of Justice Assistance (BJA) to Solano County and local agencies for specific purposes, such as hiring additional law enforcement officers, enhancing security measures, establishing and supporting drug courts, procuring technology, etc. Through adoption of the 2005 Omnibus Appropriations Package, Congress streamlined the award of justice grants by combining the LLEBG and Byrne Formula Grants into one Justice Assistance Grant Program, or JAG. Participation in the JAG funding requires the County and listed cities to reach agreement on a joint expenditure plan and successfully apply with the BJA.

The Sheriff’s Office assists the County’s Public Protection departments to coordinate among the cities of Fairfield, Vacaville, Vallejo and Solano County to equalize any BJA awards between cities and the County departments (District Attorney, Probation and the Sheriff) that provide jail, prosecution and probation services to cities.

DEPARTMENTAL BUDGET SUMMARY

In 2010 the Sheriff’s Office partnered with the Fairfield Police Department, with the Sherriff’s Office serving as the sub-grantee, in receiving a grant to purchase a tactical reconnaissance robot for \$15,625. In 2011 the Sheriff’s Office partnered with the Suisun Police Department, again with the Sheriff’s Office serving as the sub-grantee, in receiving a grant to participate in joint Probation Compliance Checks. Both of these grants were fully expended in prior years; therefore, there are no revenues or appropriations recommended for FY2013/14.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	1	4	0	(4)	(100.0%)
Intergovernmental Rev Federal	842	0	0	0	0.0%
TOTAL REVENUES	843	4	0	(4)	(100.0%)
APPROPRIATIONS					
Other Charges	28	192	0	(192)	(100.0%)
Other Financing Uses	842	0	0	0	0.0%
TOTAL APPROPRIATIONS	870	192	0	(192)	(100.0%)
CHANGE IN FUND BALANCE	27	188	0	(188)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Sheriff’s Office is reviewing guidelines for the 2013 JAG program and developing a plan for application. If successful in receiving a grant award for the 2013 JAG program, the Sheriff will return to the Board of Supervisors to recognize the grant revenues and appropriate the funds accordingly.

DEPARTMENTAL PURPOSE

Animal Care Services is responsible for providing animal control services throughout the unincorporated county area and shelter services for the entire county, including the seven cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun, Vacaville, and Vallejo.

FUNCTION AND RESPONSIBILITIES

Animal Care Services is responsible for providing animal control services through the following activities: patrolling the unincorporated areas; countywide dog licensing, enforcement of codes and regulations; care, shelter and placement of stray and/or abandoned animals; spay and neutering of adoptable animals; providing public low cost spay/neuter and low-cost vaccination clinics; disposing of ill or deceased animals; and investigating charges of animal abuse. Animal Care Services (Shelter) also provides rabies control services and quarantine services for the entire county, which is mandated by the California Code of Regulations, Title 17 (Public Health), and CCR 2606 (Rabies, Animal) and associated state regulations. Animal Care Services is a Division of the Sheriff's Office. The Sheriff's Office oversees the operation and management of Animal Care Services and administers its budget.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments

- The Sheriff's Office increased the holding period for rescue animals from 2 days to 10 days and enhanced behavioral assessments and partnerships with local rescue organizations and shelters, resulting in a 15% decrease in the number of animals euthanized.
- Once a month, the Shelter holds a public low-cost spay/neuter clinic held at the shelter for the dogs and cats of residents of Solano County. The clinic's service is provided by the Shelter's two contracted veterinarians. In 2012, more than 1,000 pets were sterilized.
- Improved management and coordination of Animal Care volunteers by including the Shelter in the Sheriff's Active Volunteer Experience program.
- Partnered with Meals on Wheels to receive a \$1,750 grant award from Banfield Trust to deliver pet food to needy seniors.
- In December 2012, the County entered into a Memorandum of Understanding (MOU) for the provision of Animal Care Services between Solano County and the Cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo. The terms and conditions of the MOU provides for the construction of improvements at the existing Clay Bank Animal Care site in Fairfield which will include a new, pre-fabricated kennel building, the partial remodel of the existing kennel building and associated site improvements.

Challenges

- As part of the Sheriff's Office Shelter expansion plans, the animal shelter's office space will be remodeled, new indoor/outdoor kennels will be added, and a new spay/neuter clinic will be constructed. During the remodel and construction period, coordination of the Shelter operations will be critical to maintain a high level of service to the public.

WORKLOAD INDICATORS

During the period July 1, 2011 – June 30, 2012

- Animal Care Services received 10,017 animals through the County Shelter as strays, owner surrenders, confiscated or deceased.
- Animal Control Officers responded to 355 animal bite reports and carried out the associated rabies quarantines on the biting animals.
- The Shelter adopted 1,297 animals, returned 1,227 animals to their owners and coordinated the transfer of 1,243 animals to rescue organizations.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for Animal Care Services is \$2,470,142 which represents an increase in revenues of \$194,923, or 9.7%, and a decrease in appropriations of \$436,608, or 15.0%, when compared to the FY2012/13 Adopted Budget. As a result, the Net County Cost/General Fund Contribution is reduced by \$631,531, or 70.9%.

Revenue sources include:

- Other Governmental Agencies: Estimated at \$1,897,249 or 85.8% of total revenues, this revenue represents a projection of the annual payments from the seven Solano County cities for their proportionate share of costs for the operation of the Animal Shelter in accordance with the prevailing Memorandum of Understanding.
- General Fund Contribution: budgeted at \$259,143, a decrease of \$631,531, or 70.9%; represents the County's share of costs for the operation of the Animal Shelter.
- Other Charges for Services: estimated at \$180,500 represents a decrease of \$1,450 or 1%. This revenue is generated primarily from fees received for animal impounds and boarding, disposal of dead animals, owner surrender, redemption, requested euthanasia, animal pick-up, rabies quarantine, spay/neuter and vaccination. The charges for services also include a payment of approximately \$10,000 from the Resource Management Department's Division of Public Works as reimbursement for picking up dead animals on county roads.

Appropriations include:

- Salaries and Benefits: budgeted at \$1,537,396, an increase of \$122,984 or 8.7%, primarily due to increased costs for the additional positions requested in FY2013/14 and the addition of the limited-term Sheriff Lieutenant-Custody approved by the Board in FY2012/13 to manage operations.
- Services and Supplies: the total of \$757,726 is an increase of \$23,483, or 3.2%, when compared to the FY2012/13 Adopted Budget. The change is primarily due to an increase in other professional services and insurance costs offset by a decrease in drugs and pharmaceutical supplies required for animal vaccines, anesthesia supplies, blood test kits and antibiotics.
- Other Charges: appropriated at \$111,971, which represents a decrease of \$595,584, or 84.2%, due to changes in the Countywide Administrative Overhead (A-87).

Contracts

Included in the Animal Care Services budget are the following contracts:

- \$85,075 with PetData for the management of animal licensing, including the processing of all licenses and the purchase of animal licenses and replacement tags.
- \$18,600 with HLP, Inc. for software maintenance and support related to the Chameleon Case Management System.

DEPARTMENT COMMENTS

None.

2850 – Fund 001-Animal Care Services
Thomas A. Ferrara, Sheriff/Coroner
Public Protection/Protection & Inspect

Summary of Other Administered Budgets

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Licenses, Permits & Franchise	37,263	35,000	40,000	5,000	14.3%
Intergovernmental Rev Other	1,615,946	1,699,826	1,897,249	197,423	11.6%
Charges For Services	179,606	181,950	180,500	(1,450)	(0.8%)
Misc Revenue	94,707	99,300	93,250	(6,050)	(6.1%)
TOTAL REVENUES	1,927,522	2,016,076	2,210,999	194,923	9.7%
APPROPRIATIONS					
Salaries and Employee Benefits	1,420,877	1,414,412	1,537,396	122,984	8.7%
Services and Supplies	589,917	734,243	757,726	23,483	3.2%
Other Charges	257,688	707,555	111,971	(595,584)	(84.2%)
Other Financing Uses	51,927	48,440	53,049	4,609	9.5%
Intra-Fund Transfers	8,432	2,100	10,000	7,900	376.2%
TOTAL APPROPRIATIONS	2,328,841	2,906,750	2,470,142	(436,608)	(15.0%)
NET COUNTY COST	401,319	890,674	259,143	(631,531)	(70.9%)
STAFFING					
Animal Care Services	16.00	16.00	21.00	5.00	31.3%
TOTAL STAFFING	16.0	16.0	21.0	5.00	31.3%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes the following significant adjustments:

- The Department is planning to expand the hours the Shelter is open to the public from the current five days a week to six days per week. By adding one additional day the Shelter will be able to better serve the public and county residents to find lost pets and/or adopt new pets. In addition the Shelter is planning to expand the operation of the Spay and Neuter Clinic from 1 day per month to three days per week. These changes will take place in the Spring of FY2013/14. To implement this change the Department is requesting additional positions outlined in the Summary of Position Changes below.
- The Department’s FY2013/14 Countywide Administrative Overhead (A-87) charges decreased by \$595,766 when compared to the FY2012/13 Adopted Budget due to one-time costs in the prior year for the installation of office trailer for administration.

SUMMARY OF POSITION CHANGES

Changes in the Department position allocations since the adoption of the FY2012/13 Budget are provided below:

In December 2012 the Board approved 1.0 FTE limited-term Sheriff Lieutenant-Custody position in Animal Care Services to manage operations, expiring June 30, 2014.

The FY2013/14 Recommended Budget includes the following new position allocations funded for 30% of the fiscal year:

- 3.0 FTE Animal Care Specialist positions in Animal Care Services – The Animal Care Specialist will provide support for expanding the Shelter hours and the operation of the Spay and Neuter Clinic. These positions are approximately 90% funded through the new MOU negotiated between the Cities and County and approved on December 30, 2012 with cost recovery through a combination of cost sharing and fees.
- 1.0 FTE Office Assistant II position in Animal Care Services -The Animal Care Specialist will provide support for expanding the Shelter hours and the operation of the Spay and Neuter Clinic. This position is approximately 90% funded through the new MOU negotiated between the Cities and County and approved on December 30, 2012 with cost recovery through a combination of cost sharing and fees.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

DISTRICT PURPOSE

This budget is administered by the Sheriff/Coroner and provides for the cost of indigent burials. According to Government Code 27462, if the value of the estate of a deceased person is insufficient to cover the costs of burial, the expenses are a legal charge against the County.

FUNCTION AND RESPONSIBILITIES

This budget provides for the cost of indigent burials. According to the Health and Safety Code, section 103680, \$2.00 of the fee for the issuance of a permit for the disposition of human remains shall be paid to the county treasury for indigent burial. Additionally, per Government Code section 27462, if the value of the estate of a deceased person is insufficient to cover the costs of burial, the expenses are a legal charge of the County.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for Indigent Burial reflects \$23,036 in appropriations and \$6,300 in revenues. When compared to the FY2012/13 Adopted Budget, appropriations increased by \$536 or 2.4% and revenues decreased by \$417 or 6.2%, resulting in an increase in County Cost of \$953 to the general fund for the State mandated function.

DEPARTMENT COMMENTS

None.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	0	37	0	(37)	(100.0%)
Misc Revenue	6,808	6,680	6,300	(380)	(5.7%)
TOTAL REVENUES	6,808	6,717	6,300	(417)	(6.2%)
APPROPRIATIONS					
Other Charges	20,510	22,500	23,036	536	2.4%
TOTAL APPROPRIATIONS	20,510	22,500	23,036	536	2.4%
NET COUNTY COST	13,702	15,783	16,736	953	6.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

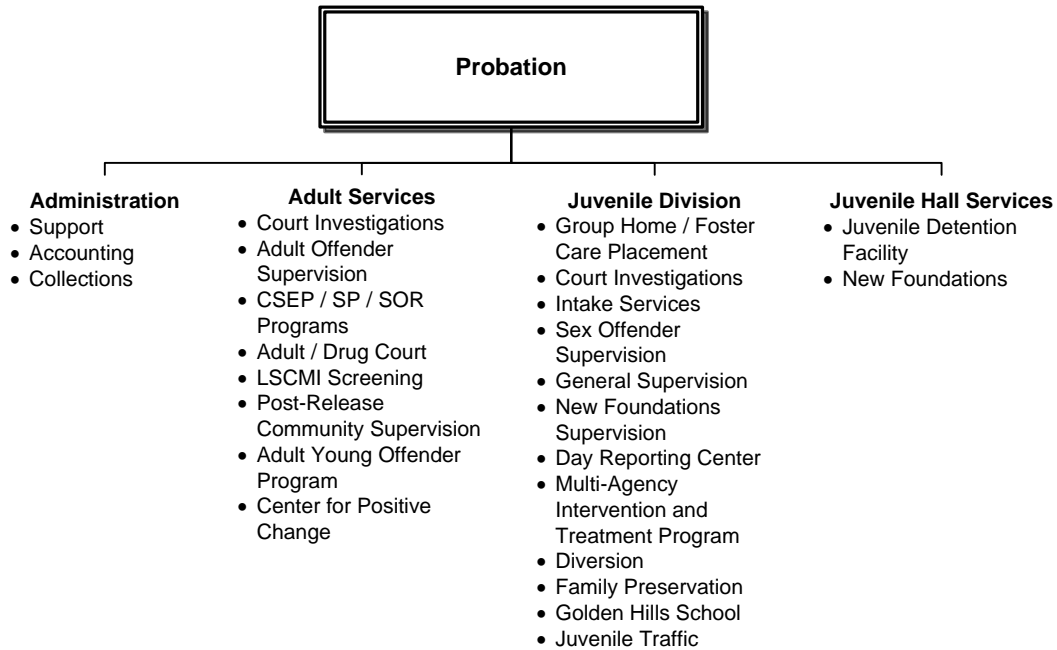
SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

**Christopher Hansen, Chief Probation Officer
Public Protection/Detention & Corrections**



DEPARTMENTAL PURPOSE

Under the direction of the Chief Probation Officer as prescribed in Section 270 of the California Welfare and Institutions Code and Sections 1203.5 and 1203.6 of the California Penal Code (PC), the Department provides community protection through interventions with adult and juvenile offenders. Welfare and Institutions Code Section 850 establishes the requirement for a Juvenile Hall, and Welfare and Institutions Code Section 854 places the appointment of the staff assigned to a Juvenile Hall under the direction of the Chief Probation Officer

Budget Summary:	
FY2012/13 Third Quarter Projection:	30,107,018
FY2013/14 Recommended:	34,717,841
County General Fund Contribution:	19,737,010
Percent County General Fund Supported:	56.8%
Total Employees (FTEs):	214.5

FUNCTION AND RESPONSIBILITIES

The Probation Department is responsible for providing safe and secure juvenile detention and treatment programs, conducting investigations for the Court, holding offenders accountable, enforcing Court orders, facilitating rehabilitation of offenders, and supporting victim restoration. The Department is made up of four (4) divisions which include Administration/Support, Juvenile Field Services, Adult Field Services, and the Juvenile Detention Facility (JDF). The Department strives to rehabilitate offenders by reducing recidivism through effecting positive behavior change. The Department also provides a variety of support services including the maintenance of criminal records, maintenance of employees' training records, fiscal administration, grant administration, collection of fines, fees, victim restitution, and the implementation and oversight of several automated systems designed to track offenders. In October 2011, the Department assumed responsibility for supervising non-serious, non-violent, non-sexual (non-non-non) offenders released from the California Department of Corrections and Rehabilitation (CDCR) as a result of the 2011 Public Safety Realignment. The Department is mandated to provide supervision and rehabilitative services to this population going forward.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- During FY2012/2013, staff received training in cognitive behavioral interventions to include *Thinking for a Change* (T4C) and *Reasoning and Rehabilitation 2* (R&R 2). Staff received training in two assessment tools: *Adult Substance and Use Survey* (ASUS) and *Level of Service-Case Management Inventory* (LS-CMI). These tools are designed to identify risk

indicators for offenders to identify needs to address risk of recidivism. Staff also received training in *Effective Practices in Correctional Settings II* (EPICS II), which is designed to identify supervision strategies. The tools and trainings noted above are evidence-based and in-line with the States AB109 Realignment objections for Counties to implement tools and programs targeted at reducing recidivism through effecting positive behavior change.

- The Probation Operational Advisory Committee was established to review the Adult Probation Division’s supervision strategies and practices. The Committee provides recommendations regarding integrating new practices/procedures to meet the needs of the probation population to administration.
- The Department reviewed legal mandates developed strategies and implemented programs and services and support to offenders released to County Probation under Post-Release Community Supervision (PRCS) in accordance with Public Safety Realignment and those sentenced under the provisions of California Penal Code Section 1170(h).
- The Department proceeded with the Centers for Positive Change (CPC), which are facilities where programs will be provided including cognitive behavioral groups, substance abuse treatment, employment/educational services, and case management. Staffing includes a social worker and job developer who will work directly with the offenders on basic needs (housing, transportation) and employability skills.
- The Juvenile Division collaborated with the Vallejo Unified School District on the Positive Youth Justice Initiative (PYJI). The initiative is designed to identify “crossover” youth (youth that have had contact with the Child Welfare and the probation system) and to create a systematic approach to improve education, social, and health outcomes.
- The Department engaged George Mason University to review programs and services offered in the Juvenile Division. Following an initial assessment, the Department established a committee to coordinate implementation with administration.
- The Department provided cognitive behavioral interventions to adult and juvenile offenders. Program services were offered in the areas of life skills, anger management, and substance abuse. In addition, the Department collaborated with several community-based organizations (Seneca Center and Youth and Family Services) to provide counseling and mentoring services.
- Juvenile Detention Division partnered with several students from Solano Community College on an art project. The students partnered with several of the minors in custody in the planning, design and creation of a mural at the Juvenile Detention Facility (JDF). JDF continues to work with the U.C. Cooperative Master Gardeners program, who assists in planting and harvesting vegetables.
- The Department experienced some delays in hiring qualified candidates to fill vacant positions. The Department worked with Human Resources and the Sheriff’s Office to streamline procedures for completing interviews and background investigations.

WORKLOAD INDICATORS

- During FY2012/2013, the Adult Division completed approximately 1500 risk-and-need assessments on offenders using the Level of Service—Revised and the Level of Service/Case Management Inventory (LSC-MI). The assessments were used to identify the appropriate type of services and level of supervision needed to reduce recidivism.
- During FY2012/2013, the Juvenile Division completed approximately 1500 initial risk-and-needs assessments and reassessments using the Juvenile Assessment and Intervention System (JAIS). The JAIS provides an output report which outlines criminogenic needs and targeted interventions to use to reduce recidivism.
- The staff at the Juvenile Detention Facility, and New Foundations, provided 90 group sessions of cognitive behavioral interventions to youthful offenders to include Aggression Replacement Training (ART), Life Skills, Boys to Men Group discussions, 180 Degrees (a life skill program), The Beat Within (a writing skills program), Tutoring, Body Conditioning, and Anger Management.
- During FY2012/2013, the Collections Unit collected more than \$250,000 in victim restitution, over \$375,000 in fines/fees and generated over \$275,000 in the collection of JDF and various Juvenile fees.
- As of March 30, 2013, Probation had received 617 packets, which contain information on the offenders that the CDCR planned to release to County Probation under Post-Release Community Supervision (PRCS). Of the 617 packets, 511

Christopher Hansen, Chief Probation Officer
Public Protection/Detention & Corrections

were required to report from CDCR, 84 transferred in from another county, and 11 transferred in from Parole. Probation projects an additional 64 offenders will be released through the end of 2013.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION	17,638,115	19,722,681	19,942,911	220,230	1.1 %
ADULT SERVICES	947,418	2,286,833	4,579,515	2,292,682	100.3 %
JUVENILE DIVISION	6,353,153	5,872,508	6,245,719	373,211	6.4 %
JUVENILE HALL SERVICES	3,616,810	3,729,500	3,949,696	220,196	5.9 %
TOTAL REVENUES	28,555,496	31,611,522	34,717,841	3,106,319	9.8 %
APPROPRIATIONS					
ADMINISTRATION	5,639,228	5,963,673	6,452,210	488,537	8.2 %
ADULT SERVICES	4,698,695	6,465,345	9,133,212	2,667,867	41.3 %
JUVENILE DIVISION	7,878,062	9,079,664	8,794,935	(284,729)	(3.1) %
JUVENILE HALL SERVICES	10,340,953	10,102,840	10,337,484	234,644	2.3 %
TOTAL APPROPRIATIONS	28,556,938	31,611,522	34,717,841	3,106,319	9.8 %
NET CHANGE IN FUND BALANCE	(1,442)	0	0	0	0.0 %

STAFFING					
ADMINISTRATION	17	18	18	0	0.0 %
ADULT SERVICES	42	61	75	14	23.0 %
JUVENILE DIVISION	43.5	48.5	48.5	0	0.0 %
JUVENILE HALL SERVICES	67	71	73	2	2.8 %
TOTAL STAFFING	169.5	198.5	214.5	16	23.0 %

DEPARTMENTAL BUDGET SUMMARY

The Department’s Recommended Budget of \$34,717,841 represents overall increases of \$3,106,319 or 9.8% in revenues and appropriations when compared to FY2012/2013 Adopted Budget. The General Fund’s contribution to the Department increased by \$309,054, or 1.6% over FY2012/13.

Probation’s primary funding source is the General Fund which comprises approximately 56.8% or \$19,737,010 of the estimated revenues in the Recommended Budget.

Other funding sources include:

\$8,341,768 in “2011 Public Safety Realignment” – These revenues fund the implementation of the Post-Release Community Supervision (PRCS) and the Center for Positive Change (CPC) programs under AB117, the Juvenile Justice Crime Prevention Act (JJCPA), the Juvenile Probation and Camps Funds (JPCF), and the Youthful Offender Block Grant (YOBG).

\$3,699,611 in State allocation from the Local Public Safety Augmentation Fund (S/O 9557) which is funded from the public safety-dedicated ½ cent sales tax (Prop 172). This revenue stream is projected to grow by \$222,303, or 6.4%, as a result of improving consumer confidence that is anticipated to stimulate increased sales activity in the State.

\$640,000 in “Title IVE Grant” – These revenues pay for services provided by the Department to “at risk” minors for foster home care placements. FY2013/2014 reimbursements are expected to remain the same level as in the previous fiscal year.

\$309,782 in “State Sales Tax 1991 Realignment” – These revenues are allocated to the Department through the 1991 Realignment Sales Tax receipts to fund Social Services. These funds are used to offset the juvenile programs. These revenues are projected to have a small increase of \$7,172 this year.

\$235,766 in “State-Other Revenues” – These revenues are comprised of reimbursements for the Department’s costs for peace

officers mandated training, electronic monitoring of juvenile offenders, youth breakfast/lunch programs at the juvenile detention facility and efforts to reduce prison overcrowding and enhance public safety under SB678. The Recommended Budget reflects a decrease of \$298,448 due to the State reduction in the allocation of the SB678 funding. This funding allocation for counties is largely based on the percentage of the population that is not sentenced to state prison.

\$378,000 in “Federal Aid” – These revenues support the Federal share of youth placement costs in foster care group homes.

\$271,213 in “Federal Other” – These revenues are the federal share of the State Nutrition Program, which provides breakfast and lunch for youth detained at the Juvenile Detention Facility, and funding for the Office of Traffic and Safety grant.

\$450,000 in “2011 Realignment Foster Care Assistance” – These revenues support the State share of youth placement costs in foster care group homes. These revenues were budgeted under “State Categorical Aid” in prior fiscal year, and now have been reclassified under this sub object code

\$216,779 in Miscellaneous Revenue includes revenues as follows:

- \$68,912 in collections of public defenders fees, other fees and restitution rebate from the State
- \$45,000 in reimbursements from the Solano Office of Education for the costs of a Probation Officer to the Court School Program.
- \$102,867 in reimbursements from the Department of Health and Social Services for the Family Preservation Program.’

The Department’s primary costs are:

Salaries and employee benefits of \$22,140,879 which reflects an increase of \$1,759,384 or 8.6% is primarily the result of new positions funded through the 2011 Public Safety Realignment to staff the Post Release County Supervision (PRCS) and Centers for Positive Change (CPC) operations.

Services and Supplies of \$6,709,803 which reflect an increase of \$450,742, primarily due to an increase in contracted services for PRCS and CPC programs. The major appropriations in Services and Supplies include:

- \$3,507,652 in Contracted Services to cover the department contracts, 5 of the significant contracts are outlined below:
 - \$1,428,894 with CA Forensic Medical Group for mental, medical and dental services
 - \$340,000 with Seneca Center for Children and Families for intervention services
 - \$620,000 with Leaders in Community Alternatives for operational services of the Juvenile Day Reporting Center
 - \$471,718 with Aramark Correctional Services for food services
 - \$270,540 with Phamatech for drug testing

Other Charges of \$4,644,654 which reflect an increase of \$622,396, primarily due to an increase in the County Administrative Overhead costs and County Administrative Center (CAC Building Charges). The major appropriations in this category include:

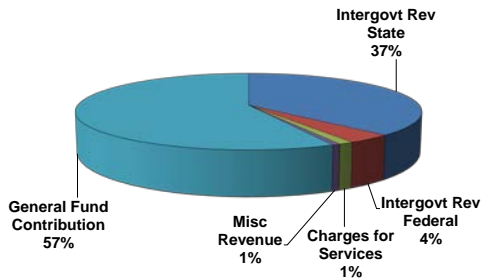
- \$1,801,500 in Support/Care of Persons to cover the costs of foster care home placements
- \$1,696,537 in Countywide Admin Overhead (A87) to cover the costs of central services support

Other financing uses reflect the Departments allocation for POBs.

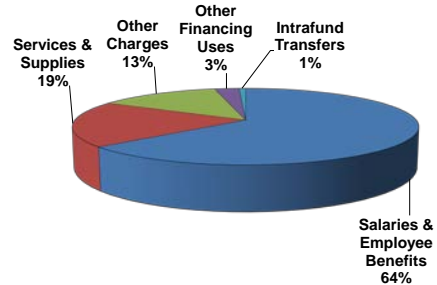
DEPARTMENT COMMENTS

The challenge the Probation Department is facing, presently and in the upcoming fiscal year, is dealing with an increasing number of adults classified as high and moderate risk offenders, with regards to potential to recidivate and statistical likelihood to reoffend.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Fines, Forfeitures, & Penalty	12,102	11,200	11,306	106	0.9%
Intergovernmental Rev State	8,850,542	10,633,621	13,048,163	2,414,542	22.7%
Intergovernmental Rev Federal	1,430,938	790,684	1,289,213	498,529	63.1%
Charges For Services	481,908	525,494	415,370	(110,124)	(21.0%)
Misc Revenue	329,702	222,567	216,779	(5,788)	(2.6%)
General Fund Contribution	17,450,304	19,427,956	19,737,010	309,054	1.6%
TOTAL REVENUES	28,555,495	31,611,522	34,717,841	3,106,319	9.8%
APPROPRIATIONS					
Salaries and Employee Benefits	18,632,261	20,381,495	22,140,879	1,759,384	8.6%
Services and Supplies	4,896,139	6,259,061	6,709,803	450,742	7.2%
Other Charges	4,126,213	4,022,258	4,644,654	622,396	15.5%
F/A Equipment	0	0	38,672	38,672	0.0%
Other Financing Uses	807,731	847,424	944,324	96,900	11.4%
Intra-Fund Transfers	94,593	101,284	239,509	138,225	136.5%
TOTAL APPROPRIATIONS	28,556,938	31,611,522	34,717,841	3,106,319	9.8%
NET CHANGE	1,443	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Significant Adjustments are discussed in the Departmental Budget Summary herein.

SUMMARY OF POSITION CHANGES

Changes in the Department position allocations since the adoption of the FY2012/13 Budget are provided below:

On August 28, 2012, the Board approved the addition of the following position allocations due to the implementation of the Post-release Community Supervision (PRCS) Program funded through AB109, 2011 Public Safety Realignment:

- 1.0 FTE Research Position - Limited Term, effective 9/2/12, expiring 12/31/13

On October 23, 2012, the Board approved the addition of the following position for the Office and Traffic Safety Grant

- 1.0 FTE Sr. Deputy Probation Officer, Limited Term, expiring 9/30/13

On December 4, 2012, the Board approved the addition of the following position for the PRCS program funded through AB109, 2011 Public Safety Realignment:

- 1.0 FTE Supervising Deputy Probation Officer, Limited Term

On February 26, 2013, the Board approved the following additional position allocations for the Centers for Positive Change:

- 1.0 FTE Supervising Deputy Probation Officer
- 1.0 FTE Senior Deputy Probation Officer
- 4.0 FTE Deputy Probation Officer
- 1.0 FTE Senior Legal Procedures Clerk
- 1.0 FTE Legal Procedures Clerk

On February 26, 2013, the Board approved the conversion of 17 FTE Limited Term Positions allocated in the Probation Department to regular full time positions. The conversion of these positions was largely due to the successful passage of Proposition 30 approved by the voters of California which provides constitutional protections for counties funding of the 2011 Public Safety Realignment responsibilities.

On May 7, 2013, the Board approved the addition and deletion of the following positions:

Addition:

- 1.0 FTE Clerical Operations Supervisor
- 1.0 FTE Office Assistant III

Deletion:

- 1.0 FTE Legal Procedures Clerk
- 1.0 FTE Senior Legal Procedures Clerk

Extension of the following positions for the JJCPA program:

- 2.0 FTE Sr DPO Limited Term positions, expiring 6/30/13, extend to 6/30/14.
- 1.0 FTE Supervising DPO Limited Term position, expiring 6/30/13, extend to 6/30/14

The FY2013/14 Recommended Budget includes the Probation Department’s request to add eight (8.0) and delete (3.0) positions:

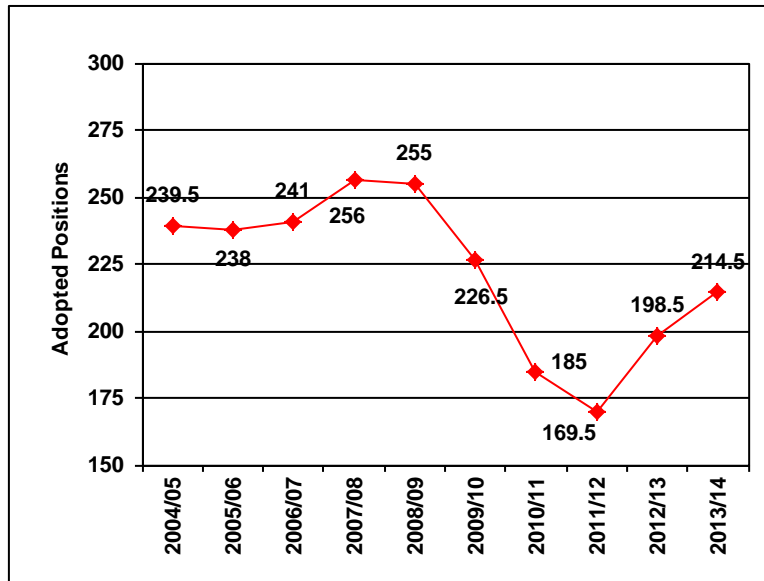
Addition:

- 2.0 FTEs Limited Term Group Counselor (GC) positions in the Youthful Offender Block Grant (grant funded) expiring 6/30/14.
- 3.0 FTEs Deputy Probation Officer (DPO) positions in the PRCS program (AB109 funded)

Add/Delete based on the Department’s review of current staffing allocation:

- Add 2.0 FTEs Deputy Probation Officer (DPO)
- Delete 2.0 FTEs Sr. DPO - To provide supervision to the medium-to-high risk probation population.
- Add 1.0 FTE Supervising Group Counselor (GC)
- Delete 1.0 FTE Sr. GC (budget 6690) - The additional Supervising GC will provide oversight to the New Foundations and Changing Paths Programs, and assist in monitoring staffing costs associated with Extra-Help and Overtime.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The 2011 Public Safety Realignment has significant implications for the Department, the Courts and the County as a whole. Additional staff and operational changes have been implemented in the Adult Division to address the Post Release Community Supervision functions that have been transferred to Probation as well as to address Probation’s role in supervising offenders that are no longer eligible for prison commitments. Probation is also making staffing, assignment and process changes necessary to address the changing role of the local courts also attributed to the 2011 Realignment.

In the Recommended Budget the Probation Department reflects a decrease of \$298,448 in SB 678 funding due to a proposed funding reduction by the Governor. This funding allocation for counties is largely based on the percentage of the population that is not sentenced to state prison. The Department uses this allocation to provide supervision and services to 18-25 year-old offenders. The proposed reduction in funding affects the Department’s ability to staff positions with grant funding. The proposed funding reduction is still under evaluation by the Governor and updated information regarding the funding level will be provided during budget hearings.

The Governor’s May Revise Budget proposal does not include an updated projection or proposed allocation/distribution formula for AB109 for FY201/14. Additional information will be provided when it becomes available.

Summary of Other Administered Budgets

**6650 – Fund 900-Probation
Christopher Hansen, Chief Probation Officer
Public Protection/Detention & Corrections**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
8035 JH REC HALL - WARD WELFARE	14,686	15,000	15,000	-	0.0 %
APPROPRIATIONS					
8035 JH REC HALL - WARD WELFARE	14,280	15,000	15,422	422	2.8 %
NET CHANGE					
8035 JH REC HALL - WARD WELFARE	407	-	(422)	(422)	0.0 %

A summary of the budgets administered by the Probation Department is provided on the following pages.

8035 – Fund 035-Juv. Hall Rec.-Ward Welfare Fund Summary of Other Administered Budgets
Christopher Hansen, Chief Probation Officer
Detention & Corrections

FUNCTION AND RESPONSIBILITIES

Pursuant to Welfare and Institutions Code Section 873, the source of revenue for this fund is from the telephone company that facilitates collections attributable to collect calls made by wards confined at the Juvenile Detention Facility or New Foundations.

The money deposited in the Ward Welfare Fund must be expended by the Probation Department for the benefit, education, and welfare of the wards confined within the Juvenile Detention Facility or other juvenile facilities.

DEPARTMENTAL BUDGET SUMMARY

The Department's Recommended Budget of \$15,422 is consistent with current and previous years for collections and disbursement. The primary funding source for the Department is telephone commission income received from a third-party vendor (Global Tel*Link), which is tied to the population levels at the Juvenile Detention Facility and New Foundations.

See related Budget Unit 9151 – Fund 035 Contingencies (refer to Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	539	650	0	(650)	(100.0%)
Misc Revenue	14,147	14,350	15,000	650	4.5%
TOTAL REVENUES	14,686	15,000	15,000	0	0.0%
APPROPRIATIONS					
Services and Supplies	12,353	14,356	15,000	644	4.5%
Other Charges	1,927	644	422	(222)	(34.5%)
TOTAL APPROPRIATIONS	14,280	15,000	15,422	422	2.8%
CHANGE IN FUND BALANCE	(407)	0	422	422	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

**Agricultural Commissioner
and
Sealer of Weights and Measures**

- Pesticide Use Enforcement
- Weights and Measures
- Pest Detection
- Pest Exclusion
- Pest Management
- Nursery

DEPARTMENTAL PURPOSE

The Department of Agriculture combines the functions of the County Agricultural Commissioner and County Sealer of Weights and Measures into a consolidated unit. The Ag Commissioner/Sealer of Weights and Measures is licensed by the Secretary of the California Department of Food and Agriculture (CDFA) and is appointed by the Board of Supervisors. Specific duties and responsibilities of the Department are enumerated in the provisions of the Food and Agricultural Code and the Business and Professions Code. The Department is responsible for the implementation

and enforcement of specified state laws and regulations at the local level as well as other duties as assigned or directed by the Board of Supervisors.

Budget Summary:	
FY2012/13 Third Quarter Projection:	2,638,047
FY2013/14 Recommended:	2,766,548
County General Fund Contribution:	1,220,490
Percent County General Fund Supported:	44.1%
Total Employees (FTEs):	18

FUNCTION AND RESPONSIBILITIES

The Agricultural Commissioner's Office is responsible for protecting and promoting agriculture in the county. This is accomplished through its Pest Prevention, Pesticide Use Enforcement, Export Certification and Inspection Services programs.

The Sealer of Weights and Measures verifies equity in commercial transactions. It carries out this responsibility through its Device Inspections, Weighmaster Inspections, Petroleum Product Inspections, Quantity Control and point-of-sale (price scanner) inspections.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Continued to administer a Specialty Crop Block grant of \$50,000 from the CDFA to promote Solano County agricultural products for a three-year period (Solano Grown). So far, promotions have included a series of radio spots highlighting seasonal produce, bus ads and billboards.
- Participated as an ex-officio member of the Solano Grown 501(c)3 non-profit. Solano Grown has the current year goal of establishing an aggregation hub for growers and customers at Solano Community College.
- Declared eradication of European Grapevine Moth. The Commissioner and program Deputy were recipients of a USDA Administrators Award for preventing the establishment of the pest.
- Organized and carried out an Agricultural plastics recycling event. In cooperation with Resource Management's Solid Waste coordinator and the Environmental Health Division, this event should be a template for future collections.

WORKLOAD INDICATORS

- During the period of January 1, 2012 through December 31, 2012, the Agriculture Unit reviewed and issued 485 pesticide permits, made 808 Phytosanitary field inspections for seed, inspected 2,839 traps and verified 5,589 field site identification numbers. There were 41 Light Brown Apple Moths (LBAM) and 75 European Grape Vine Moths (EGVM) compliance agreements for growers and shippers in furtherance of quarantines.
- During the same 12-month period, Weights and Measures sealed 5,975 devices to verify their accuracy.

2830 – Fund 001-Agricultural Commissioner/Weights & Measures Functional Area Summary
Jim Allan, Agricultural Commissioner/Sealer of Weights & Measures
Protection & Inspect

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	1,811,895	1,711,662	1,546,058	(165,604)	(9.7) %
TOTAL REVENUES	1,811,895	1,711,662	1,546,058	(165,604)	(9.7) %
APPROPRIATIONS					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	2,554,752	2,655,132	2,766,548	111,416	4.2 %
TOTAL APPROPRIATIONS	2,554,752	2,655,132	2,766,548	111,416	4.2 %
NET COUNTY COST					
AGRICULTURE COMMISSIONER/WEIGHTS & MEASURE	742,857	943,470	1,220,490	277,020	29.4 %
NET COUNTY COST	742,857	943,470	1,220,490	277,020	29.4 %
STAFFING					
AGRICULTURAL COMMISSIONER/WEIGHTS MEASURES	17.5	17.5	18	0.5	2.9 %
TOTAL STAFFING	17.5	17.5	18	0.5	2.9 %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$2,766,548 for the Agricultural Commission/Sealer of Weights and Measures represents a decrease of \$165,604 or 9.7% in revenues and an increase of \$111,416 or 4.2% in appropriations when compared to FY2013/14 Adopted Budget. As a result, Net County Cost increased by \$277,020 or 29.4%.

The primary funding source for the Department is Intergovernmental Revenues, projected at \$1,087,858, a decrease of \$185,404, or 14.5% when compared to FY2012/13 Adopted Budget. Intergovernmental Revenues are mainly received from the State, and are associated with various contracted agricultural inspection services and other mandated and subvented agricultural activities such as pesticide use enforcement. State/Federal funding for the Light Brown Apple Moth and Glassy Winged Sharpshooter programs have been reduced. Reductions in revenues from State Unclaimed Gas Tax and Pesticide Mill Subvention are also projected for FY2013/14.

The Department's other significant funding sources are: (1) Licenses, Permits and Franchise, estimated at \$279,000 and received in the form of user fees for device registration and other inspections and certifications provided by the Department, and (2) Charges for Services, anticipated at \$174,200, most of which is received for field inspections carried out by staff.

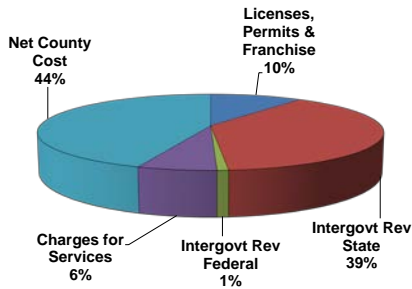
The primary outlays for the Agricultural Commissioner/Sealer are labor costs of \$2,130,430, which account for 77% of the overall departmental budget. The Department's labor costs have increased by \$119,134, or 6%, when compared to FY2012/13 Adopted Budget, mainly due to the increase in salary, retirement, and health costs; as well as unemployment costs which had a rate holiday in FY2012/13.

DEPARTMENT COMMENTS

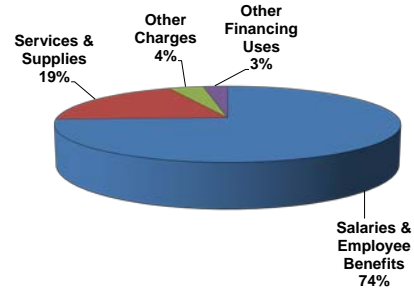
The Department's revenue contracts are being amended as state programs are reassessed and general fund from the California Department of Food and Agriculture is redistributed. This has resulted in reductions in Detection and Regulatory contracts. Sequestration and uncertainty with the Farm Bill may have further impacts on statewide pest detection programs. Additionally, reductions in extra-help and permanent staff have left the Department unable to realize the full value of some revenue contracts. The Department has moved to increase extra-help to capture revenue and regain maintenance of effort requirements from our State partners.

Functional Area Summary 2830 – Fund 001-Agricultural Commissioner/Weights & Measures
Jim Allan, Agricultural Commissioner/Sealer of Weights & Measures
Protection & Inspect

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Licenses, Permits & Franchise	289,831	283,500	279,000	(4,500)	(1.6%)
Fines, Forfeitures, & Penalty	8,806	5,000	5,000	0	0.0%
Intergovernmental Rev State	1,310,367	1,238,262	1,062,858	(175,404)	(14.2%)
Intergovernmental Rev Federal	26,835	35,000	25,000	(10,000)	(28.6%)
Charges For Services	174,880	149,900	174,200	24,300	16.2%
Misc Revenue	1,176	0	0	0	0.0%
TOTAL REVENUES	1,811,895	1,711,662	1,546,058	(165,604)	(9.7%)
APPROPRIATIONS					
Salaries and Employee Benefits	1,908,459	1,939,378	2,056,251	116,873	6.0%
Services and Supplies	444,006	528,419	527,170	(1,249)	(0.2%)
Other Charges	119,963	111,671	105,202	(6,469)	(5.8%)
Other Financing Uses	78,896	71,918	74,179	2,261	3.1%
Intra-Fund Transfers	3,428	3,746	3,746	0	0.0%
TOTAL APPROPRIATIONS	2,554,752	2,655,132	2,766,548	111,416	4.2%
NET COUNTY COST	742,857	943,470	1,220,490	277,020	29.4%

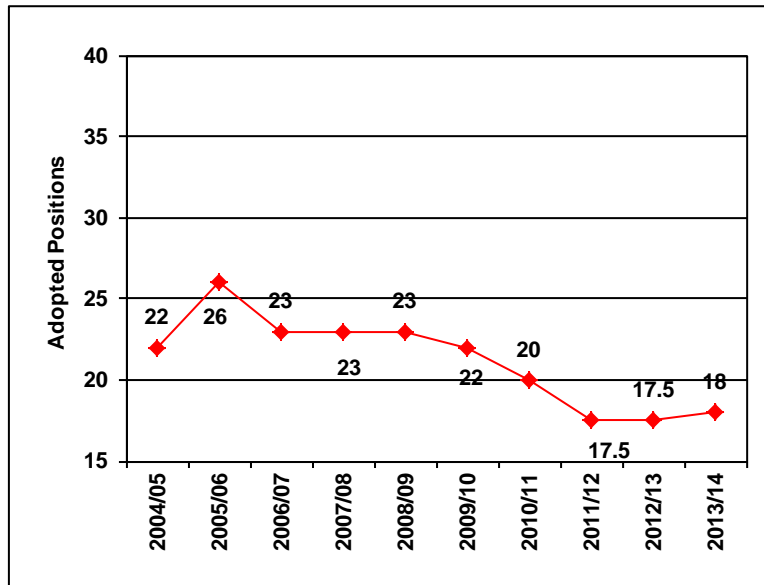
SUMMARY OF SIGNIFICANT ADJUSTMENTS

There were State and Federal contract reductions in Light Brown Apple Moth and Glassy Winged Sharpshooter programs. It is anticipated that this will reduce overall total hours for extra help utilized in these programs.

SUMMARY OF POSITION CHANGES

In September 2012, a vacant 0.5 FTE Office Assistant II was deleted and a 1.0 FTE Office Aide was added as additional hours were needed for data entry in order for the Department to meet State contractual reporting requirements to the State.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

- The closure and demobilization of a years-long series of emergency projects, Vacaville Glassy-winged Sharpshooter infestation, Sudden Oak Death, Dixon Medfly eradication, Light Brown Apple Moth infestation and European Grapevine moth eradication and quarantine is resulting in a return to baseline for Solano Pest Prevention activities.
- Working with DoIT to develop an online payment method for licenses and registrations.
- USDA Wildlife Services has announced a dramatic reduction in federal cost share for the important Wildlife Services Program for public safety and predator control in Solano County. Additionally, USDA will be phasing in an increase in administrative costs over a ten-year period. The Agricultural Commissioner will work with the Legislative Committee to advocate for a statewide industry contribution to offset cost increases to this program.
- Although the Net County Cost reflects an increase from the FY2012/13 Adopted Budget, the Department had incurred general fund decreases since FY2008/09. This is due to the winding down of various emergency programs and their attendant revenues, referenced above, which has created uncertainty regarding staffing and ongoing program needs. During FY2013/14 an operational plan will be developed to address the Department’s ability to provide ongoing services and emergency response.



**Planning, Building,
 Environmental Health**

- Planning Services
- Code Enforcement
- Building Inspection
- Hazardous Materials
- Environmental Health
- Integrated Waste Management

DEPARTMENTAL PURPOSE

The Department of Resource Management consists of six organizational divisions. These divisions receive general direction from the Office of the Director and provide a variety of legally mandated and non-mandated programs and services summarized below.

Budget Summary:	
FY2012/13 Third Quarter Projection:	9,957,705
FY2013/14 Recommended:	8,796,952
County General Fund Contribution:	2,228,727
Percent County General Fund Supported:	25.3%
Total Employees (FTEs):	43

FUNCTION AND RESPONSIBILITIES

Planning Services Division

Planning Services has administrative authority over land use within the unincorporated areas of the county. Its primary responsibilities are to:

- Oversee the County's General Plan for land use; implement policy planning activities including General Plan amendments and updates; prepare specific plans and neighborhood plans; and provide staff support to special projects and functions as County liaison to other planning efforts and organizations.
- Implement the functions associated with land use planning, including the application of zoning regulations, processing of subdivision maps, conducting environmental review of proposed projects, and facilitating the public review process.
- Provide technical support for various long-range and regional planning-related projects, including: the Housing Element, Solano Transportation Authority (STA) projects, the Decennial Census, and Association of Bay Area Government's Regional Housing Needs Allocation and FOCUS programs.
- Support the Board of Supervisors and Planning Commission in developing land use policy and assisting in the decision-making process on land use matters.
- Provide technical and staff support to the County Housing Authority, the Solano County Airport Land Use Commission and Tri City - County Cooperative Planning Group.
- The Integrated Waste Management Program prepares, maintains, administers, and implements the Countywide Integrated Waste Management Plan (CIWMP) subject to the California Integrated Waste Management Act of 1989 (AB 939), as amended.

Building and Safety Services Division

Building and Safety Services has administrative authority over the unincorporated areas of the county and County-owned buildings within the various cities. Its primary responsibilities are to:

- Administer State and Federal Codes and County ordinances related to all functions of construction, including the California Codes for building, plumbing, electrical, mechanical, fire prevention, accessibility, energy and addressing.

-
- Implement the functions associated with the responsibility of being the County Flood Plain Administrator for construction and development.
 - Administer the County's Code Enforcement program in the areas of zoning, grading, construction, inoperable / abandoned vehicles and business licenses.

Environmental Health Services Division

- Consumer Protection Programs, which are operated and administered to protect public health by ensuring compliance with Health and Safety codes for: public pools, housing, vector management, body art, and retail food handling and processing facilities; and assisting Public Health Nursing in abating lead hazards for children.
- Technical Service Programs, which are operated and administered to protect public health by ensuring compliance with land development standards for sewage disposal, landfill operations and refuse disposal, land application of biosolids, state small public water systems, water wells, and large confined animal facilities.
- Hazardous Materials programs, which are operated and administered to protect public health by ensuring compliance with Health and Safety codes pertaining to the handling and storage of hazardous materials and hazardous waste, treatment of hazardous wastes, the operation of underground and aboveground petroleum storage tanks, the removal of leaking underground storage tanks, mitigation of contaminated sites, and the technical assistance and oversight of the cleanup of hazardous materials spills.

Administrative Support Division

- Supports the Department by handling incoming phone calls and inquiries; maintaining and assisting with recordkeeping for inspections, equipment inventories, fee schedules and permit issuance; managing document imaging and retention schedules; and managing data processing information system operations.
- Administers the County Business License Program.

Public Works Division

- The Public Works Division is described under the narrative for Budget Unit 3010 –Fund 101 because it is not part of the General Fund.

Parks and Recreation Division

- The Parks & Recreation Division was moved from the Department of General Services to the Department of Resource Management as part of the FY2011/12 Adopted Budget. The Parks & Recreation Division is described under the narrative for Budget Unit 7000-Fund 016 because it is not part of the General Fund.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Board adoption of the Local Component of the Solano County Suisun Marsh Local Projection Program.
- Initiated the supplemental analysis of the water chapter of the Middle Green Valley Environmental Impact Report for further public review and review by the Board of Supervisors.
- Completed staff work on the Dixon Agriculture Industrial Strategic Plan.
- Completed, and the Board of Supervisors adopted, a comprehensive semiannual update of the Zoning Regulations.
- Continued customer service improvements with updated public handouts and website improvements for the Planning Division.
- The County Building and Safety Services Division, along with the Solano County Office of Emergency Services, completed the revision of the county's Multi-Hazard Mitigation Plan (MHMP) and Flood Plain Management Plan. After review and approval by the California Emergency Management Agency (Cal EMA) and the Federal Emergency Management Agency (FEMA), the Board of Supervisors adopted the revised plans designed to help mitigate future losses in personal and public property due to damage from flood, earthquake or fire. The revision of the Flood Plain Management Plan will assist in the

mitigation of repetitive losses due to flooding and will help the county to maintain a community rating of seven or better so residents can continue receiving a 15% or better discount in flood insurance premiums.

- The Building Official has worked closely with each of the Fire Districts within the county, except Vallejo due to the uniqueness of the area, to create a consensus Fire Ordinance. It is anticipated that this ordinance will be completed prior to the end of the calendar 2013 year and will provide the same requirements countywide.
- To assist in streamlining the permitting processes for repair and maintenance of existing County-owned facilities, the Building Division has created an annual permit for each County-owned building in lieu of an individual permit for each minor alteration to an already approved building, electrical, gas, mechanical or plumbing installation. These permits will be issued to the Facilities Operations annually, which will keep a detailed record of the alterations made under the annual permit and the Building Division will have access to the records at all times. The Building Division will make regularly scheduled inspections related to the minor alterations.
- In an effort to promote alternative energy sources for residential and commercial properties, the Building Division has created a process in which residential roof mounted photovoltaic (Solar or PV systems) permit applications are reviewed and a permit is issued over the counter. The permit fee for the residential roof mounted systems has also been reduced and is now in the top 25 percentile group in the state for the lowest solar fees as rated by the Sierra Club.
- The Department, acting as the Certified Unified Program Agency (CUPA), sponsored free training workshops and individual assistance on how to enter required chemical inventories, site plans and emergency response plans electronically into the California Electronic Reporting System (CERS) to Solano County businesses and public agencies that have reportable quantities of hazardous materials. Workshops were held on December 12, 2012, January 10, 2013, February 1, 2013 and March 8, 2013. This activity resulted in more than 150 individuals from various Solano County businesses and public agencies being trained.
- The Department, acting as the Local Enforcement Agency (LEA) responsible for implementing state laws and regulations at solid waste facilities for the county, was evaluated by the California Department of Resources Recycling and Recovery (CalRecycle) for the period of October 1, 2009 through July 31, 2012. CalRecycle recognized the LEA for implementing a successful program during this evaluation period. They found that all inspections were conducted on time, all required permits and enforcement actions were issued, and all permit approvals were consistent with state requirements.
- Implementation of the Accela Automation software upgrade began in FY2012/13. The upgrade will allow for: improved business processes and responsiveness to the public; access by the public to permit status and other permit related information; wireless input of field inspection results; electronic submission of full plan submittals; ability to issue building permits remotely from the field; integration with GIS; allow for integration of asset management capability and other software solutions. The system will reduce the need to add inspection or administrative support staff should workloads increase in the future. The expected date of completion is late 2013.

WORKLOAD INDICATORS

During the period of July 1, 2012 and June 30, 2013:

- The Planning Division received four Use Permit applications and one Agriculture Use Permit application; six Minor Use Permit applications; four Administrative Permit applications; and two Minor Subdivision applications. These changes include the use of minor use and administrative permits for an increased number of land uses.
- The Building Division issued 729 building permits over this reporting period reflecting an increase of 115 permits compared to last year. Of those permits, 12 were for new primary single family dwelling units, up from nine issued last year, and five were for new secondary dwelling units, up from three last year.
- The Building Division conducted 4,641 types of building permit inspections during this reporting period, compared to 4,719 from the last reporting period, and reflects a slight decrease in the number of requested inspections per permit due to a reduction in the number of failed inspections. The Division has trained its inspection staff to provide as much information in the field as possible to reduce the need for repeat calls.

-
- Environmental Health staff completed 2,410 routine inspections at 1,375 food establishments throughout Solano County to ensure safe food handling practices were being used. This is an increase of 13% in the number of inspections and a 1% increase in the number of food establishments compared to the prior year.
 - The Environmental Health Services Division registered 65 body art practitioners and performed 46 inspections of body art facilities to ensure that tattoos, piercings, branding and permanent cosmetics are being performed in a sanitary manner during the first year of this new program.
 - Hazardous Materials staff inspected 712 of the 1,793 businesses in Solano County that handle reportable quantities of hazardous materials to ensure that their chemical inventories were accurate and that their emergency response plans were complete. This exceeds state minimum inspection frequency requirements of at least one inspection once every three years.
 - Hazardous Materials staff implemented a grant from CalRecycle to implement the Waste Tire Enforcement Program and performed 350 routine inspections at business that generate or haul waste tires to ensure compliance with state requirements.
 - Environmental Health Services Division staff implemented a contract with the Fairfield Suisun Sewer District by performing storm water inspections at 165 retail food establishments and 137 businesses handling reportable quantities of hazardous materials to ensure that grease traps were being maintained and hazardous chemicals were not discharged within the district's boundaries.

From January 1, 2012 to December 31, 2012:

- Code Compliance received 216 complaints regarding land use violations, vehicle abatement and building code violations over this last reporting period compared to the 241 from last year. This reflects a 10% decrease in complaints. Of the complaints, 93 were for building without a permit compared to 78 from last year; 44 were for junk and debris compared to 51 from last year; 21 were for land use violations compared to 49 from last year; 22 were for vehicle abatement compared to 26 from last year; and 36 were for substandard structures or buildings compared to 37 from last year. Many of the vehicle abatement complaints were abated by the property owner. The Division correlates the decrease in the number of substandard structures to a decrease in the number of foreclosed homes.

Functional Area Summary

**2910 – Fund 001-Resource Management
Bill Emlen, Director of Resource Management
Other Protection**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION	358,057	381,392	392,757	11,365	3.0 %
PLANNING SERVICES	887,871	715,799	590,912	(124,887)	(17.4) %
CODE ENFORCEMENT	19,331	18,405	13,710	(4,695)	(25.5) %
BUILDING & SAFETY SERVICES	1,426,660	826,534	717,850	(108,684)	(13.1) %
ENVIRONMENTAL HEALTH SERVICES	2,910,944	2,836,466	2,719,812	(116,654)	(4.1) %
HAZARDOUS MATERIALS PROGRAM	1,388,650	1,547,243	1,554,071	6,828	0.4 %
ENVIRONMENTAL HEALTH-UST OVERSIGHT	333,886	321,600	334,548	12,948	4.0 %
INTEGRATED WASTE MANAGEMENT	278,625	249,118	244,565	(4,553)	(1.8) %
TOTAL REVENUES	7,604,024	6,896,557	6,568,225	(328,332)	(4.8) %
APPROPRIATIONS					
ADMINISTRATION	2,060,191	2,574,997	2,132,292	(442,705)	(17.2) %
PLANNING SERVICES	2,268,599	2,448,453	1,936,973	(511,480)	(20.9) %
CODE ENFORCEMENT	169,313	202,659	200,583	(2,076)	(1.0) %
BUILDING & SAFETY SERVICES	1,110,035	683,180	708,728	25,548	3.7 %
ENVIRONMENTAL HEALTH SERVICES	2,391,141	2,240,073	2,104,271	(135,802)	(6.1) %
HAZARDOUS MATERIALS PROGRAM	988,616	1,154,164	1,182,526	28,362	2.5 %
ENVIRONMENTAL HEALTH-UST OVERSIGHT	280,540	274,372	286,884	12,512	4.6 %
INTEGRATED WASTE MANAGEMENT	282,106	250,889	244,695	(6,194)	(2.5) %
TOTAL APPROPRIATIONS	9,550,541	9,828,787	8,796,952	(1,031,835)	(10.5) %
NET COUNTY COST					
ADMINISTRATION	1,702,135	2,193,605	1,739,535	(454,070)	(20.7) %
PLANNING SERVICES	1,380,729	1,732,654	1,346,061	(386,593)	(22.3) %
CODE ENFORCEMENT	149,983	184,254	186,873	2,619	1.4 %
BUILDING & SAFETY SERVICES	(316,625)	(143,354)	(9,122)	134,232	(93.6) %
ENVIRONMENTAL HEALTH SERVICES	(519,803)	(596,393)	(615,541)	(19,148)	3.2 %
HAZARDOUS MATERIALS PROGRAM	(400,035)	(393,079)	(371,545)	21,534	(5.5) %
ENVIRONMENTAL HEALTH-UST OVERSIGHT	(53,346)	(47,228)	(47,664)	(436)	0.9 %
INTEGRATED WASTE MANAGEMENT	3,481	1,771	130	(1,641)	(92.7) %
NET COUNTY COST	1,946,519	2,932,230	2,228,727	(703,503)	(24.0) %
STAFFING					
ADMINISTRATION	7	8	7	(1)	(1.0) %
PLANNING SERVICES	8	7	7	0	0.0 %
CODE ENFORCEMENT	1	1	1	0	0.0 %
BUILDING & SAFETY SERVICES	5	5	5	0	0.0 %
ENVIRONMENTAL HEALTH SERVICES	15	14	14	0	0.0 %
HAZARDOUS MATERIALS PROGRAM	6	6	6	0	0.0 %
ENVIRONMENTAL HEALTH-UST	2	2	2	0	0.0 %
INTEGRATED WASTE MANAGEMENT	1	1	1	0	0.0 %
TOTAL STAFFING	45	44	43	(1)	(1.0) %

DEPARTMENTAL BUDGET SUMMARY

The Department's Recommended Budget of \$8,796,952 represents an overall decrease of \$328,332 or 4.8% in revenues and a decrease of \$1,031,835 or 10.5% in appropriations when compared to the FY2012/13 Adopted Budget. As a result, the Net County Cost is decreased by \$703,503 or 24%.

Significant factors contributing to significant budget changes are:

- The downturn in the economy continues to have an impact upon the building construction and land division activity within the unincorporated areas of the County. While there are some indicators that are starting to show some uptrends in construction-related activity, it is not substantive enough to offset an anticipated reduction in wind turbine construction activity in FY2013/14. This has resulted in a projected reduction of \$100,027 for building permit construction and zoning permit revenue received by the Department.
- There is anticipated a significant reduction in tonnage disposed of at the local landfills resulting from a change in disposal contracts. This results in a projected revenue drop of \$114,708 from the FY2012/13 Adopted Budget.
- The Department is continuing with the upgrade to the Accela permitting software to add additional functionality to create a more collaborative and efficient environment for staff and the public

The primary funding source for the Department are permits issued and fees charged for services, with the remaining funding coming from grants and the General Fund. Significant changes in revenue are:

- Permit Revenue reflects a net decrease of \$222,304. The primary reasons for the decrease are the decrease in solid waste revenue resulting from a decrease in solid waste tonnage received at the local landfills and the reduction in building permit revenue.
- Intergovernmental Revenues decreased by a net of \$56,806 primarily due a reduction in the California Electronic Reporting System (CERS) grant from Cal EPA and the completion of the Regional Housing Needs contract and the associated reimbursement of the contract expenses from the participating cities.
- Revenues from Charges for Services reflect a net decrease \$116,137. This decrease is primarily due to a net decrease in charges to offset a reduction in expenses for outside preparation of environmental documents, a reduction in outside need for plan check and inspection services and a reduction in water well permits.
- Miscellaneous Revenue has a net increase of \$67,115 due primarily to an increased use of funds from the Hazardous Materials Trust to offset various hazardous materials program expenses.

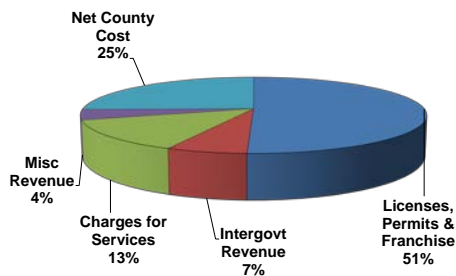
Significant changes in the cost categories are:

- The increase in Salaries and Benefits of \$153,198 is attributed to a \$47,274 increase in employer retirement costs, a \$25,979 increase in employer health insurance costs, \$32,112 increase in workers compensation insurance, \$15,738 increase in unemployment insurance due to a one-time rate holiday in FY2012/13, and \$27,904 for an extra help hazardous materials specialist to assist with the implementation of the California Environmental Reporting System (CERS) that is offset with grant funds.
- Changes in Services and Supplies reflect an overall decrease of \$747,790 when compared to the FY2012/13 Adopted Budget. The primary drivers of the reduction are the \$421,000 in one-time costs for an upgrade to the Department's permitting software to add greater functionality and efficiency, a \$272,000 decrease in reimbursed contracted services associated with various projects including several wind turbine projects, a \$32,627 decrease in liability insurance costs and a \$17,875 reduction in Central Data Processing Services.
- Contracted Services and Other Professional Services include \$396,381 for consultant services related to various windmill projects, \$250,000 for the preparation of the Rio Vista Airport Land Use Compatibility Plan (ALUCP), \$160,000 for implementation of the California Environmental Reporting System, \$30,000 for anticipated biosolids research, \$45,000 for recycling-related projects and activities, and \$4,000 for Code Enforcement vehicle abatement.

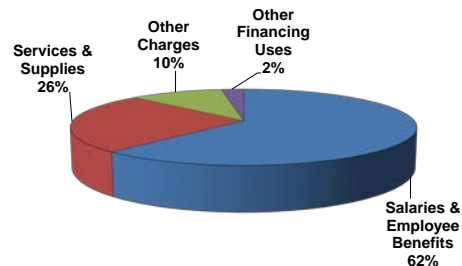
DEPARTMENT COMMENTS

For the past few years, the wind projects have provided a revenue offset to the downturn in overall construction-related fees due to the recession and housing market downturn. Now without a wind turbine project, the Department is adjusting to lower anticipated revenues. The Department is beginning to see increased interest in new home construction and remodeling, and anticipates some increase in fee revenues in that sector if this trend gains more traction.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Licenses, Permits & Franchise	4,986,385	4,665,733	4,443,429	(222,304)	(4.8%)
Intergovernmental Rev State	517,901	561,928	531,302	(30,626)	(5.5%)
Intergovernmental Rev Other	15,010	60,180	34,000	(26,180)	(43.5%)
Charges For Services	1,930,636	1,291,382	1,175,245	(116,137)	(9.0%)
Misc Revenue	154,091	317,334	384,249	66,915	21.1%
TOTAL REVENUES	7,604,023	6,896,557	6,568,225	(328,332)	(4.8%)
APPROPRIATIONS					
Salaries and Employee Benefits	5,433,735	5,265,607	5,418,805	153,198	2.9%
Services and Supplies	2,285,948	2,992,618	2,244,828	(747,790)	(25.0%)
Other Charges	1,580,525	1,320,634	895,602	(425,032)	(32.2%)
F/A Equipment	0	12,000	0	(12,000)	(100.0%)
Other Financing Uses	233,132	212,717	214,612	1,895	0.9%
Intra-Fund Transfers	17,202	25,211	23,105	(2,106)	(8.4%)
TOTAL APPROPRIATIONS	9,550,541	9,828,787	8,796,952	(1,031,835)	(10.5%)
NET COUNTY COST	1,946,518	2,932,230	2,228,727	(703,503)	(24.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- The Planning Division continues to explore options to further streamline the land use application process and, along with the Department as a whole, will utilize technology and other enhancements to reduce the application process. The Department is currently involved in implementation of an automation project to assist in the application process, record retention and the ability for the public to access land use information.
- The Environmental Health Services Division has experienced further revenue reductions as a result of reduced solid waste disposed within the county. In response the revenue budgeted to provide the Public Works Division as an offset for their

costs to assist in the abatement and cleanup of improper disposal of roadside solid waste has been reduced to \$25,000 for FY2013/14 compared to \$110,000 in FY2012/13 Adopted Budget.

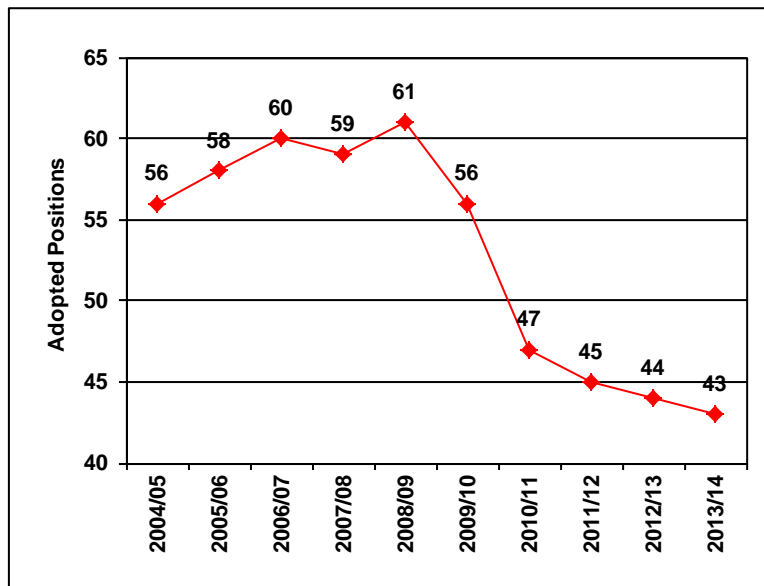
- The Environmental Health Services Division proposes to hire an extra help entry level hazardous materials specialist to assist the division in helping businesses with questions on using the new California Electronic Reporting System to report their hazardous materials inventory and site plans.
- The Building Division has hired a limited term building inspector to assist in retaining some of the ongoing county projects in-house. With this the division will be able to retain more of the revenues in house. It is anticipated that there will be an increase in building permitting over this next year for many smaller improvement projects resulting in less revenues than larger projects would yield, but this increases the number of requested inspections. Without this additional limited-term building inspector, the division would not be able to meet the demand.

SUMMARY OF POSITION CHANGES

Changes in the Department’s position allocations since the FY2012/13 Adopted Budget include:

- Deleted at Midyear a vacant 1.0 FTE Office Assistant II
- Renewed at Third Quarter 1.0 FTE Limited Term Building Inspector II position from July 1, 2013 through June 30, 2014 to cover required full-time inspections of building permits

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

- The Planning Division will work with California State Association of Counties to assist the legislature in its reform of the California Environmental Quality Act.
- The State of California passed SB 1608 requiring building divisions to have on staff individuals who hold a Certified Access Specialist Program (CASP) Certification by 2014. The Building Division currently has the Plan Check Engineer certified for plan review and counter consultation, and it is currently training one field inspector in preparation to take the state mandated test for certification prior to the 2014 deadline.
- AB 1616 The Homemade Food Act became effective on January 1, 2013. This act allows for cottage food operations to prepare limited food items from home kitchens and sell to the public or other retail food facilities. The Environmental Health Services Division must issue registrations or permits, depending on the type of food sales involved, for all cottage food

operations. This will require verification annually of compliance with code requirements, which may have an impact on delivery of services in other program areas.

- The State Water Resources Control Board's statewide onsite wastewater treatment system policy becomes effective on May 13, 2013. This policy creates several tiers of management and oversight for onsite systems, depending on the potential impact to public health and the environment by their operation. The state policy will require Solano County to have a Local Agency Management Program approved by the Regional Water Quality Control Board by May 13, 2018 to continue the implementation of a local program for most onsite systems. Existing Solano County Code regulating septic systems and water wells should meet the requirements for a Local Agency Management Program with minor amendments to strengthen countywide monitoring and reporting of water quality and septic system operation. Failure to obtain a Local Agency Management Program will result in the requirement for owners of new and replaced onsite sewage disposal systems, or owners of existing onsite systems in sensitive areas already impacted by septic systems, to obtain individual waste discharge requirements from the state in order to operate their system.
- Disposed tons of solid waste continues to decline compared to previous fiscal years. However, the inspection and permitting demands have not decreased proportionally. New diversion goals, including increasing food waste composting, is placing additional demands on environmental health staff beyond normal landfill inspection activity. Currently the Environmental Health Services Division's Local Enforcement Agency fee is based solely on tons of disposed solid waste. This was established to promote waste diversion. As waste diversion practices become established within a community, creating their own inspection needs and reducing solid waste disposal revenue, it may be necessary for the Board to consider expanding the Local Enforcement Agency fee to include tons of material that is diverted, especially materials being composted at landfills, if the amount of disposed tons does not stabilize.
- New disposal contracts by the active landfills within Solano County may also assist in stabilization or improvement. On May 2, 2013 the Napa-Vallejo Waste Management Authority (Authority) authorized negotiations with Potrero Hills Landfill for disposal of their waste from January 1, 2014 through December 31, 2018. The Authority transported 135,800 tons of solid waste for disposal from American Canyon, Napa and Vallejo, according to records from CalRecycle for 2011. A contract still needs to be developed and approved by the Authority before waste can be provided to Potrero Hills Landfill, so the true impact of this authorization is not yet known and will be evaluated at Midyear.

2910 – Fund 001-Resource Management
Bill Emlen, Director of Resource Management
Other Protection

Functional Area Summary

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1450 DELTA WATER ACTIVITIES	-	25,000	100,000	75,000	300.0 %
1510 HOUSING & URBAN DEVELOPMENT	2,640,706	3,770,967	3,145,379	(625,588)	(16.6) %
1904 SURVEYOR/ENGINEER	41,699	11,278	36,850	25,572	226.7 %
1950 SURVEY MONUMENT	9,455	8,230	22,150	13,920	169.1 %
2950 FISH & WILDLIFE PROPAGATION	5,329	23,599	4,480	(19,119)	(81.0) %
7000 PARKS & RECREATION	1,308,844	1,335,776	1,270,169	(65,607)	(4.9) %
8215 CDBG 99	92	120	-	(120)	(100.0) %
8216 CDBG 2000	-	-	-	-	0.0 %
8217 2010 HOME	-	300,000	225,000	(75,000)	(25.0) %
8220 HOMEACRES LOAN PROGRAM	20,688	12,875	10,000	(2,875)	(22.3) %
APPROPRIATIONS					
1450 DELTA WATER ACTIVITIES	224,890	305,593	491,250	185,657	60.8 %
1510 HOUSING & URBAN DEVELOPMENT	2,640,706	3,770,967	3,145,379	(625,588)	(16.6) %
1904 SURVEYOR/ENGINEER	52,211	38,000	50,179	12,179	32.1 %
1950 SURVEY MONUMENT	555	20,000	10,524	(9,476)	(47.4) %
2950 FISH & WILDLIFE PROPAGATION	284,281	234,327	22,527	(211,800)	(90.4) %
7000 PARKS & RECREATION	1,218,851	1,391,544	1,250,292	(141,252)	(10.2) %
8215 CDBG 99	80	-	-	-	0.0 %
8216 CDBG 2000	96	-	-	-	0.0 %
8217 2010 HOME	7,490	69,220	225,000	155,780	225.1 %
8220 HOMEACRES LOAN PROGRAM	831	912	1,075	163	17.9 %
NET CHANGE					
1450 DELTA WATER ACTIVITIES	(224,890)	(280,593)	(391,250)	(110,657)	39.4 %
1510 HOUSING & URBAN DEVELOPMENT	-	-	-	-	0.0 %
1904 SURVEYOR/ENGINEER	(10,512)	(26,722)	(13,329)	13,393	(50.1) %
1950 SURVEY MONUMENT	8,900	(11,770)	11,626	23,396	(198.8) %
2950 FISH & WILDLIFE PROPAGATION	(278,953)	(210,728)	(18,047)	192,681	(91.4) %
7000 PARKS & RECREATION	89,992	(55,768)	19,877	75,645	(135.6) %
8215 CDBG 99	12	120	-	(120)	(100.0) %
8216 CDBG 2000	(96)	-	-	-	0.0 %
8217 2010 HOME	(7,490)	230,780	-	(230,780)	(100.0) %
8220 HOMEACRES LOAN PROGRAM	19,858	11,963	8,925	(3,038)	(25.4) %

A summary of the budgets administered by the Resource Management Department is provided on the following pages.

DEPARTMENTAL PURPOSE

The Delta Water Activities budget funds actions undertaken by the County to ensure it proactively responds to the multitude of water plans and programs that have potential impacts to the County. It provides support to the Board’s Legislative Committee, the Board’s Delta County Coalition representative, and County departments in evaluating water-related legislation, regulations and bond initiatives.

FUNCTION AND RESPONSIBILITIES

This budget unit was created in October 2007 as part of a staffing strategy to address the Delta Vision process and the host of other emerging State water-related planning proposals with impacts to Solano County. As a result of the Comprehensive Water Package, established by SB X7 1 and signed by the Governor in November 2009, the Delta Stewardship Council and Delta Conservancy were established, and the Delta Protection Commission was reconstituted to achieve orderly, balanced conservation and development of Delta land resources and improved flood protection. The Delta Water Activities budget contains appropriations for evaluating state and federal proposals that impact Solano County, and for advocating for County, City and Special District interests to ensure public awareness is raised concerning actions that could have detrimental impacts.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

SB X7 1 significantly reformed state policies, programs and governance for the Delta, and established guidelines for management and use of water in California. The Delta Reform Act portion of the legislation created the Delta Stewardship Council to provide State oversight. In the past fiscal year the Council completed their Delta Plan document as part of its mandated coequal goals of providing a more reliable water supply for California and protecting, restoring, and enhancing the Delta ecosystem. This document will incorporate the Bay Delta Conservation Plan (BDCP) when complete.

A State/Federal BDCP process is under way with an incremental public release of a revised Plan and environmental documents through FY2013/14. The State and Federal government, along with private entities, are currently engaged in purchasing lands in the Delta for habitat restoration to fulfill mitigation requirements from export pumping impacts on fish. About 8,000 acres of initial restoration activities are under way.

The State Water Resources Control Board (SWRCB) is undergoing a revision of the Bay-Delta Water Quality Control Plan, which will revise water quality objectives for the Delta and generate probable consequences to water quality and potentially water rights. The SB X7 1 also created a SWRCB Watermaster that is responsible for in the evaluation of water use and illegal diversions in the Delta.

The County is a member of the Delta Counties Coalition (DCC), established to advocate for local involvement in these processes as well as specific positions on the issues. The State Department of Water Resources has completed the Central Valley Flood Protection Plan (CVFPP). Regional committees have been established to prioritize projects within each region to help carry out the CVFPP. The State legislature is considering revision to a proposed 2014 water bond ballot measure, and other state and federal water legislation is forthcoming. All of these efforts have potential consequences for Solano County, its cities, Special Districts and private land use and ownership that must be identified, monitored and evaluated.

During the past fiscal year staff has been engaged in all of these plans and processes to varying degrees:

- Staff has evaluated and commented on several iterations of the Draft and Final Delta Plan, the Plan Environmental Impact Report and Rulemaking documents. Staff will continue to remain actively engaged with Council activities in the coming year, and will continue to press the Council for endorsement and action on completion of near-term projects in the Delta, including levee restoration and Delta Long Term Management Strategy (LTMS) for reuse of dredged material on levees, among other things.
- The Bay Delta Conservation Plan (BDCP) process continues to propose a water conveyance system to divert water from the Delta to the Central Valley and Southern California. During the past fiscal year staff has participated in meetings and has commented on a number of BDCP documents. Beginning in March 2013, a second round of documents, comprising of thousands of pages of scientific research and data, are being pre-released by BDCP for public scrutiny. The formal public drafts of the Plan and appurtenant environmental documents are expected to be released early in FY2013/14. It will be important for Solano County to have technical expertise available to provide advice on how best to balance water quality, supply and fisheries issues while protecting County priorities.

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- The County's interests are not necessarily well served by the multitude of State and Federal water projects and resultant habitat mitigation that are under way. Key potential negative impacts include the loss of local regulatory control and the loss of prime County farmlands to habitat restoration efforts. This will impact agriculture in the Delta and the communities that are dependent on the farm economy. Discussions with State and Federal agencies to determine if these entities can provide financial support have resulted in the State and Federal Water Contractor's Agency (in conjunction with the Solano County Water Agency, which also provided funds) providing \$100,000 toward an land use and economic study to look at impacts of farmland conversion. The initial study is expected to be complete in FY2013/14, and options will be explored to secure further funding to continue more detailed phases of this work.
 - State Water Resources Control Board efforts are ongoing relative to hearings and scientific work to modify water quality objectives in the Delta for all beneficial uses. The new objectives will be key to decisions made on how much water is needed for fish (i.e. flow) and other uses and subsequently how much water can be exported. These changes are anticipated to have water quality impacts to the County, but precisely what the impacts are and to what degree remain to be determined. It is important that staff monitor these activities.
 - The Delta Counties Coalition (DCC) provides a local voice in all of the projects and programs occurring on the Delta that have potential to impact the partner counties. The County and staff continue to participate in these activities. Among other things, the DCC secured a \$150,000 grant from the U.S. Department of Interior to allow the counties to study local effects of the BDCP. Disposition of these funds will be of consideration in the new fiscal year.
 - Other State activities include the recent development of the Central Valley Flood Protection Plan, a sustainable, integrated flood plan for improving flood management in the Delta. During FY2012/13, regional committees were set up to establish flood-control projects and prioritize them for the region. This process is expected to continue into FY2013/14. Staff maintains a presence on this Committee. Working with other County agencies to ensure inclusion and priority to rural levee projects and those projects within the County are included.
 - The County has a presence on the Delta Protection Commission and staff monitors activities of the Commission. The Commission has provided comments to the Delta Stewardship Council on iterations of the Delta Plan, near-term actions, and many other issues. The Commission continues its work on a National Heritage Area, and will be developing a strategic Plan to guide its activities in FY2013/14.
 - Continued support for Senator Dianne Feinstein and Congressman John Garamendi's National Heritage Area (NHA) legislation, reintroduced in early 2013.
 - Solicited assistance and support from Legislators in Washington, D.C., for Delta County water-related priorities and maintained contact with business and environmental stakeholders to identify areas of mutual agreement to respond to threats against the Delta.
 - Remained committed to water-related emergency preparedness efforts; ensured proposals related to levee maintenance and flood control address Solano's safety requirements; worked with the State to ensure Delta-related habitat restoration efforts include full funding for protection against invasive species, buffer zones for farmers, seepage and other issues; and identified and pursued State and Federal funding for infrastructure supporting the water resources needs of Solano County.

DEPARTMENTAL BUDGET SUMMARY

The Department's Recommended Budget of \$491,250 represents a \$75,000 or 300% increase in revenues and an \$185,657 or 60.8% increase in expenditures when compared to FY2012/13 Adopted Budget. As a result, the Net County Cost is increased by \$110,657 or 39.4%.

Primary factors leading to the increase in the Net County Cost are: a \$75,000 net increase in one-time revenue that will be used to off-set expenditures for the Cache Slough Complex study; an overall increase of \$150,998 in Services and Supplies that includes \$35,000 for the County's share of the Delta Counties Coalition Coordination, \$37,620 for Shaw/Yoder, Inc. to provide legislative and regulatory advocacy services specific to water issues and \$205,000 for land use consulting services to identify and analyze Solano County land use issues of concern in relation to the Bay Delta Conservation Plan (BDCP) environmental impact review; and an increase of \$32,000 in Other Charges for Countywide Administrative Overhead expenses.

The Recommended Budget funds a limited term full-time Staff Analyst (Senior) position that was extended at Third Quarter.

DEPARTMENT COMMENTS

Delta issues continue to evolve rapidly. The State Administration remains supportive of a Peripheral Canal/Tunnel for water conveyance, which heightens the importance of staff working in every strategically appropriate venue to advocate for the State and Federal governments working collaboratively with local government and addressing local concerns and priorities.

State, Federal and contractor efforts to support advancement of the BDCP effort purporting to restore the Delta’s ecosystem and provide reliable water supplies for the south appear to be continuing their momentum. The Governor and Secretary of the Interior made a public announcement on July 25, 2012 committing to a 3-intake, 9,000 cfs set of tunnels from the Sacramento River under the Delta to the pumps. Additionally, early implementation of habitat restoration efforts (some of which are already under way) from prior pumping effects on fish will have significant impacts on Solano County. Staff continues to negotiate with State and Federal water contractors on County issues, such as economic impacts of land conversions from farming to habitat restoration areas; the potential impact of urban and agricultural runoff/discharges; Endangered Species Act impacts; levee maintenance; and local government loss of revenue. Staff also continues to work with the Department of Water Resources and the Department of Fish and Game to collaborate on Prospect Island and other habitat restoration projects in Solano County in an effort to achieve positive outcomes locally.

Staff will continue to work closely with the Delta Stewardship Council, the Delta Conservancy and the Delta Protection Commission to shape Delta policy in a way that recognizes and benefits Solano County interests.

The Delta Counties Coalition remains an additional tool for raising the profile of Solano-specific interests and awareness of broader Delta issues.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev Other	0	25,000	100,000	75,000	300.0%
TOTAL REVENUES	0	25,000	100,000	75,000	300.0%
APPROPRIATIONS					
Salaries and Employee Benefits	122,337	127,373	129,592	2,219	1.7%
Services and Supplies	89,066	137,696	288,694	150,998	109.7%
Other Charges	0	24,000	56,003	32,003	133.3%
Other Financing Uses	3,828	5,050	5,085	35	0.7%
Intra-Fund Transfers	9,660	11,474	11,876	402	3.5%
TOTAL APPROPRIATIONS	224,890	305,593	491,250	185,657	60.8%
NET COUNTY COST	224,890	280,593	391,250	110,657	39.4%

PENDING ISSUES AND POLICY CONSIDERATIONS

There are potential policy and legislative proposals that will impact Solano County’s ability to protect its interests in the Delta over the next three years. As of this writing, staff is monitoring several bills that may impact the Delta ecosystem, water quality and water supply. A moratorium on Congressionally-directed spending continues and other federal funding opportunities will need to be pursued to support water-related environmental infrastructure, resource protection and development projects in the Delta. State legislation and policy changes as a result of the 2012 and 2013 State Administration may also impact the availability of funding for Delta infrastructure and emergency preparedness efforts. There is also a Water Bond proposed for the 2014 ballot (originally \$11.1 billion, but is expected to be scaled down by the legislature) to fund water supply infrastructure. In either case, the success or failure of a State Water Bond will undoubtedly impact future resources to the Delta and to Solano County.

FUNCTION AND RESPONSIBILITIES

The Surveyor/Engineer Budget exists to fund non-road-related surveying and engineering services provided to the public. Funding includes map checking for parcel maps, subdivision maps and records of survey; reproduction of maps on file; parcel map indexing for records of survey; map amendment correction and survey filing; and filing of corner records. Map checking services are performed for the cities of Benicia, Dixon, and Suisun City on a reimbursable basis. In addition, the Division maintains a central repository and source of information on non-road surveying and engineering matters, and responds to public requests for information and service. The work is performed by Public Works Engineering Division on a reimbursable basis.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	38,536	11,278	35,000	23,722	210.3%
Misc Revenue	<u>3,163</u>	<u>0</u>	<u>1,850</u>	<u>1,850</u>	<u>0.0%</u>
TOTAL REVENUES	41,699	11,278	36,850	25,572	226.7%
APPROPRIATIONS					
Other Charges	<u>52,211</u>	<u>38,000</u>	<u>50,179</u>	<u>12,179</u>	<u>32.1%</u>
TOTAL APPROPRIATIONS	52,211	38,000	50,179	12,179	32.1%
NET COUNTY COST	10,512	26,722	13,329	(13,393)	(50.1%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget projects an increase in revenues of \$25,572 and appropriations of \$12,179 when compared to the FY2012/13 Adopted Budget based on higher anticipated map sales and a modest increase in land development activity.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

FUNCTION AND RESPONSIBILITIES

The Survey Monument Preservation Budget exists to fund the establishment of survey monuments at critical points in the county, including within the cities. Survey monuments are markers of known location and elevation set at key points throughout the county for use as reference points when entities survey property for land development and public works construction projects. The work is funded by a small fee imposed on recorded deeds, and is performed by the Public Works Engineering Division on a reimbursable basis.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	125	150	150	0	0.0%
Charges For Services	9,330	8,080	22,000	13,920	172.3%
TOTAL REVENUES	9,455	8,230	22,150	13,920	169.1%
APPROPRIATIONS					
Services and Supplies	0	10,000	0	(10,000)	(100.0%)
Other Charges	555	10,000	10,524	524	5.2%
TOTAL APPROPRIATIONS	555	20,000	10,524	(9,476)	(47.4%)
CHANGE IN FUND BALANCE	(8,900)	11,770	(11,626)	(23,396)	(198.8%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget includes an increase in revenues of \$13,920 based on current activity in Recording Fees and a decrease in appropriations of \$9,476 based on less preservation work anticipated as compared to the FY2012/13 Adopted Budget.

See related Budget Unit 9123 - Fund 281 Contingencies (refer to Contingencies section of the Budget).

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

FUNCTION AND RESPONSIBILITIES

CDBG 1999 reflects a \$500,000 Community Development Block Grant (CDBG) that was awarded in 1999 for the purposes of providing low-interest loans to income qualified homeowners to conduct housing rehabilitation work, that is, work needed to address health and safety problems and bring the structure up to current building codes. The grant has since been closed, but funding returns to the County as program income when property owners sell or refinance their homes. The program income is then made available to loan out to other qualified homeowners throughout the unincorporated areas of the county.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	92	120	0	(120)	(100.0%)
TOTAL REVENUES	92	120	0	(120)	(100.0%)
APPROPRIATIONS					
Other Charges	80	0	0	0	0.0%
TOTAL APPROPRIATIONS	80	0	0	0	0.0%
CHANGE IN FUND BALANCE	(12)	(120)	0	120	(100.0%)

Refer to related Budget Unit 9165 – Appropriation for Contingencies, which reflects funds for qualified low-interest loans to income-qualified homeowners.

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

FUNCTION AND RESPONSIBILITIES

CDBG 2000 reflects a \$500,000 Community Development Block Grant (CDBG) that was awarded in 2000 for the purpose of providing low-interest loans to income-qualified homeowners to conduct housing rehabilitation work, that is, work needed to address health and safety problems and bring the structure up to current building codes. The grant has since been closed, but funding returns to the County as program income when property owners sell or refinance their homes. The program income is then made available to loan out to other qualified homeowners throughout the unincorporated areas of the county.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS					
Other Charges	96	0	0	0	0.0%
TOTAL APPROPRIATIONS	96	0	0	0	0.0%
CHANGE IN FUND BALANCE	96	0	0	0	0.0%

Refer to related Budget Unit 9165 – Appropriation for Contingencies, which reflects funds for qualified low-interest loans to income-qualified homeowners.

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

FUNCTION AND RESPONSIBILITIES

HOME 2010 reflects a \$600,000 grant from the State Housing and Community Development in 2010 for the joint purpose of providing low-interest loans to income-qualified homeowners for housing rehabilitation on substandard structures (similar to CDBG programs above), and for the operation of a First-Time Homebuyer Program, which provides gap financing for target income first-time homebuyers. The County has contracted with Mercy Housing California/NeighborWorks Sacramento to administer recent programs. Each budget within the Fund maintains its own dedicated fund balance. The principal budgetary activities are:

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev State	0	300,000	225,000	(75,000)	(25.0%)
TOTAL REVENUES	0	300,000	225,000	(75,000)	(25.0%)
APPROPRIATIONS					
Services and Supplies	7,490	69,220	65,510	(3,710)	(5.4%)
Other Charges	0	0	159,490	159,490	0.0%
TOTAL APPROPRIATIONS	7,490	69,220	225,000	155,780	225.1%
CHANGE IN FUND BALANCE	7,490	(230,780)	0	230,780	(100.0%)

Refer to related Budget Unit 9165 – Appropriation for Contingencies, which reflects funds for qualified low-interest loans to income-qualified homeowners.

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The FY2013/14 Recommended Budget of \$225,000 in grant revenues and appropriations of \$159,183 for loan activity in the HOME 2010 program and \$65,510 for professional services provided by Mercy Housing/NeighborWorks Sacramento. No activity is anticipated for the CDBG 1999, CDBG 2000 and HOME 2006 programs.

Refer to related Budget Unit 9165 – Fund 105 Contingencies (refer to the Contingencies section of the Budget).

SUMMARY OF POSITION CHANGES

This program is staffed by Resource Management. A program administrator for grant program activities is procured through the RFP process.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

FUNCTION AND RESPONSIBILITIES

The Homeacres Loan Program (Program) is funded by the housing set-aside funds from the Southeast Vallejo Redevelopment Project, interest earned over time on those set-aside funds, and from interest payments and loan balance payoffs made by loan recipients on existing loans. The services offered by this Program have included housing rehabilitation/reconstruction loans, housing equity maintenance grants, relocation grants and exterior lead-based paint abatement grants.

The County has contracted in the past with Mercy Housing California to administer the Program. Under the Program, income-qualified homeowners, specifically within the Homeacres area of unincorporated Vallejo, may apply for low interest loans to rehabilitate their homes for the purposes of abating health and safety deficiencies and bring the structure up to current building code standards.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	20,688	12,000	10,000	(2,000)	(16.7%)
Charges For Services	0	875	0	(875)	(100.0%)
TOTAL REVENUES	20,688	12,875	10,000	(2,875)	(22.3%)
APPROPRIATIONS					
Services and Supplies	612	912	912	0	0.0%
Other Charges	219	0	163	163	0.0%
TOTAL APPROPRIATIONS	831	912	1,075	163	17.9%
CHANGE IN FUND BALANCE	(19,858)	(11,963)	(8,925)	3,038	(25.4%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The FY2013/14 Recommended Budget of \$1,075 reflects \$10,000 in revenues, primarily from interest earnings, and \$1,075 for accounting services and program administration.

Refer to related Budget Unit 9129, Fund 120 Contingencies (see related Contingencies section in the Budget).

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

FUNCTION AND RESPONSIBILITIES

This budget was established to encompass programs funded directly from the U.S. Department of Housing and Urban Development (HUD), and where other public agencies are tasked with the administration of programs through contracts or agreements. For these programs, funds are passed through the County to the administration agencies. Each Division within the budget unit maintains its own dedicated fund balance. The principal budgetary activities are:

Division 1517 - Housing Authority

The Solano County Housing Authority (SCHA), under an agreement with the U.S. Department of Housing and Urban Development (HUD), provides housing assistance through the Section 8 Housing Assistance Program for the unincorporated areas of Solano County and the cities of Dixon and Rio Vista. Since the program began in 1978, the SCHA has contracted for the day-to-day administration and financial management of the Section 8 Housing Assistance Program and the Family Self-Sufficiency Program. In July 2002, the County of Solano Housing Authority entered into a contractual agreement with the City of Vacaville Housing Authority (VHA) to take over the administration and financial management of the Section 8 Housing Assistance Program and the Family Self-Sufficiency Program.

The Board of Supervisors serves as the SCHA Board. The Department of Resource Management, as staff to the SCHA, is responsible for the administration of the contracts with HUD and the contractual agreements for the housing program administration with the City of Vacaville.

Division 1518 - Neighborhood Stabilization Program 3

The Neighborhood Stabilization Program 3 (NSP3) is a grant program established in FY2011/12 in which grant funds are provided to Solano County to address the rehabilitation and sale of foreclosed and abandoned homes in target neighborhoods within the county. Specifically, the funds are directed to the Homeacres community of unincorporated Vallejo and to a designated community within the City of Fairfield. The Board has approved a sub-recipient agreement with the City of Fairfield to administer the program on behalf of the County.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev Federal	2,640,706	3,770,967	3,145,379	(625,588)	(16.6%)
TOTAL REVENUES	2,640,706	3,770,967	3,145,379	(625,588)	(16.6%)
APPROPRIATIONS					
Services and Supplies	2,640,706	3,770,967	3,145,379	(625,588)	(16.6%)
TOTAL APPROPRIATIONS	2,640,706	3,770,967	3,145,379	(625,588)	(16.6%)
CHANGE IN FUND BALANCE	0	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The FY2013/14 Recommended Budget of \$3,145,379 reflects the same amount in revenues and appropriations. The Housing Authority budget tracks the pass-through of \$2.3 million for the Section 8 housing program for the unincorporated areas of Solano County and the cities of Dixon and Rio Vista. The NSP3 budget tracks the pass-through of \$845,379 of NSP3 grant revenues, which is the remainder of funds received in FY2010/11.

SUMMARY OF POSITION CHANGES

The Housing Authority is staffed by the City of Vacaville Housing Authority, and the NSP3 program is staffed by the City of Fairfield, both through approved agreements. General program oversight is conducted by Department of Resource Management staff.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

Summary of Other Administered Budgets 2950 – Fund 012-Fish/Wildlife Propagation Program
Bill Emlen, Director of Resource Management
Other Protection

FUNCTION AND RESPONSIBILITIES

The program is responsible for distributing fine monies collected within the county from violation of Fish and Game laws and mitigation funds from the 2005 Kinder Morgan Settlement Agreement. Fish and Game fine revenues are distributed as grants to local applicant organizations and agencies for the improvement of wildlife habitat and propagation, environmental education and wildlife rescue. Grant awards are distributed via the Fish and Wildlife Propagation Fund (FWPF) Grant Program and Suisun Marsh Specific Fund (SMSF) Grant Program, which are administered by the General Services Department, Parks and Recreation Division. The Division solicits and receives grant applications, and forwards them to the Solano County Park and Recreation Commission for evaluation. After evaluation, the Commission recommends grant awards to the Board for approval.

The 2005 Kinder Morgan mitigation funds were \$974,974 initially, and were distributed each fiscal year in accordance to the grant cycle schedule adopted in the Kinder Morgan Guidelines (approved by the Board of Supervisors on March 2, 2010).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Fines, Forfeitures, & Penalty	1,072	800	800	0	0.0%
Revenue From Use of Money/Prop	4,257	7,000	2,000	(5,000)	(71.4%)
Charges For Services	0	15,799	1,680	(14,119)	(89.4%)
TOTAL REVENUES	5,329	23,599	4,480	(19,119)	(81.0%)
APPROPRIATIONS					
Services and Supplies	1,323	3,100	1,300	(1,800)	(58.1%)
Other Charges	282,958	231,227	21,227	(210,000)	(90.8%)
TOTAL APPROPRIATIONS	284,281	234,327	22,527	(211,800)	(90.4%)
CHANGE IN FUND BALANCE	278,953	210,728	18,047	(192,681)	(91.4%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget for this program is adjusted annually depending upon the anticipated amount of grant funding to be distributed. In FY2012/13 the County completed the final disbursement of grant awards from funds derived from the Kinder Morgan Settlement Agreement of \$1,066,888.

The FY2013/14 Recommended Budget reflects a decrease of \$19,119 in revenues and a decrease of \$211,800 in appropriations when compared to the FY2012/13 Adopted Budget. The decrease in revenues is primarily due to a decrease in Administrative Overhead revenues. The decrease in appropriations is due to the County completing the disbursement of grant awards in FY2012/13 from funds derived from the Kinder Morgan Settlement Agreement. The FY2013/14 appropriations include \$10,000 in FWPF grant disbursements derived from Fish and Game fines and fund interest, and administrative costs for the grant program.

See related Budget Unit 9312 - Fund 012 Contingencies (refer to Contingencies section of the Budget).

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

DEPARTMENTAL PURPOSE

The Parks and Recreation Division is responsible for providing park services to the public at Solano County's four parks: Sandy Beach County Park, Lake Solano County Park, Belden's Landing Water Access Facility and Lynch Canyon Open Space Park.

FUNCTION AND RESPONSIBILITIES

The functions of the Parks and Recreation Division (Division) include ensuring customer service and safety for its park patrons, park revenue fee collection, and park maintenance and repairs. The Division is responsible for operations and maintenance of three campgrounds, two picnic areas, one sand beach, two motorized boat launches and one small craft boat launch, two fishing piers, and the Lake Solano Nature Center. Additional responsibilities include ongoing care and maintenance of over 200 acres of turf, landscaping, paved roads and parking lots, restroom and shower buildings, a fishing pond, water wells, sewage systems, exhibits, and other park facilities.

The Division, with the assistance of a contracted volunteer/outreach coordinator, administers a Park Volunteer program that provides camp hosts, tour docents and volunteer labor for trail and environmental restoration projects.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Accomplishments

- Park Volunteer program provided three public guided tours per month at Lake Solano Park and Lynch Canyon Open Space Park during FY2012/13 as a result of the coordination efforts of the contracted volunteer/outreach coordinator. Volunteers also participated in 12 trail and planting workdays at these parks, and acted as volunteer Camp Hosts at the Sandy Beach and Lake Solano campgrounds. The parks continue to use and develop new volunteers to maintain and build programs to attract visitors.
- Completed approximately \$65,000 in deferred maintenance and replacement projects for aging facilities, in order to minimize safety hazards and increase park attractiveness for visitors. This included the replacement of campsite tables and fire rings at the Lake Solano Park campground, maintenance and replacement of pump electrical control panels at the Lake Solano Youth Group Area and Sandy Beach Park, and replacement of various, damaged directional signs and park fixtures. Completed inspections of play equipment and hazardous trees to determine priorities for future maintenance.
- Installed automatic payment machines at Belden's Landing and Sandy Beach Park, to offer enhanced customer convenience for paying daily park fees.
- Developed an on-line park reservation system, which went on-line in January 2013, offering enhanced convenience to customers and automation improvement for staff making campground, picnic site and Nature Center reservations.
- Completed a County Parks Marketing Plan, which included surveying park users and the general public.
- Developed brand messaging, logo and collateral materials to promote the parks and public programs.

Challenges

- After re-evaluating law enforcement issues at the County Parks, including public and employee safety, a recommendation (coordinated by Resource Management, the Sheriff's Office, Human Resources and County Counsel) to transition Ranger Staff to non-peace officer roles went into effect in spring 2013. This transition was based on recent changes in Park Ranger job class specifications and will require greater reliance on Sheriff's Office personnel for park patrols and law enforcement. For this reason, the Recommended Budget includes \$42,291 for Sheriff's Office patrol services.
- Staff continues to work to provide more consistent, reliable public service hours and days of operations, which can be challenging with limited staffing. Based on customer surveying, there is a desire for additional days of operation for the Lynch Canyon Open Space (open only 60 days annually) and additional staffing at the Sandy Beach Park office and Lake Solano Nature Center. The Nature Center has grant funding requirements that specify that the Center be publicly accessible on a limited schedule in both peak and off-peak seasons. In an effort to increase the Division's revenue-earning potential, the Recommended Budget includes changes in staffing and operations to produce greater flexibility and allow for operation of Lynch Canyon year-round 3 days per week, and regular, limited-schedule public hours at the Lake Solano Nature Center and Sandy Beach Park office during both peak and off-peak seasons with no added cost to the County.

- After several “building” years in which Staff focused on making deferred maintenance repairs and implementing new technology automation improvements and marketing/promotional efforts, the County Parks are working toward a future in which they can achieve better cost-recovery, and rely less on support from the General Fund.

WORKLOAD INDICATORS

- During the period of July 1, 2011 – June 30, 2012 an estimated 180,495 visitors were served at the County Parks, a 1.3% increase from prior year.
- During the period of July 1, 2012 – June 30, 2013, managed 31 grant contracts worth \$500,000 that were awarded to local organizations and private landowners to improve fish, wildlife and marsh habitats in Solano County.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for Parks and Recreation Division of \$1,250,292 represents an overall decrease of \$65,607, or 4.9%, in revenues, and \$141,252, or 10.2%, decrease in appropriations when compared to the FY2012/13 Adopted Budget. The General Fund contribution in FY2013/14 is decreased by \$3,173, or 2.5% from \$125,951 in FY2012/13 to \$122,778.

The primary funding sources for Parks are:

- Tax revenues, including property taxes and ABX1-26 pass-through revenues, of \$475,495, which show a net increase of \$73,511. This includes a decrease of \$13,927 in property tax revenues, and an increase of \$18,791 in ABX1-26 revenues (formerly redevelopment pass-through revenues).
- Recreation services fees of \$437,940 reflect an increase of \$8,976 from the previous fiscal year. These revenues are derived from parking fees, campground rentals, day use area fees, event rentals and canoe rentals. This represents a modest 2.1% increase in anticipated revenue based on an observed trend in increased park attendance over the past two years.
- General Fund contribution of \$122,778, which is a decrease of \$3,173, or 2.5%.
- Grant funds of \$74,870 from the California Department of Parks and Recreation are carried over from FY2012/13 to complete ongoing projects for the Lake Solano Nature Center, including new exhibits, furnishings, video projection system, security camera system, and landscape and trail improvements adjacent to the Center.

The primary costs for Parks include:

- Salary and benefits of \$614,741 which represents an increase of \$20,842 or 3.5% and is the net effect of the following:
 - A decrease of \$29,437 in regular salaries which represents the elimination of a Park Ranger position offset by the addition of two Limited Term Park Ranger Assistants.
 - An increase of \$17,941 in extra help costs to cover workload until the two Limited Term Park Ranger Assistants positions are filled.
 - An increase of \$32,333 primarily resulting from increases in employee benefits and compensation insurance.
- Services and supplies of \$449,255 which represents a decrease of \$171,760 or 27.6% and includes ongoing operating and deferred maintenance costs;
 - Household expenses of \$63,856 represents a status-quo service level, with only a slight decrease of \$2,000 from prior year.
 - Utility expenses of \$67,500 and \$18,000 are for gas/electricity and water, respectively, which is a reduction of \$2,400 in utilities, based on actual costs in prior year.
 - Maintenance (grounds/facilities) charges of \$76,235 which include ongoing grounds maintenance, repair of safety hazards, \$14,000 for 15 picnic tables (including delivery and installation), as well as \$39,155 for interpretive panels, exhibit design, furnishings and trail improvements at the Lake Solano Nature Center, funded by a grant from the California Department of Parks and Recreation (Proposition 84/Nature Education Facilities Program). Maintenance costs decreased \$101,780 over FY2012/13 Adopted Budget primarily due to the completion of the one-time projects at

the Lake Solano campground (picnic tables and campfire rings), and a fish cleaning station and ADA improvements at Sandy Beach.

- Special department expenses of \$18,775 includes \$3,000 for annual maintenance costs of the Lake Solano children's fishing pond and specialized design and installation services for exhibits at the Lake Solano Nature Center (\$15,775, Prop. 84-grant funded).
- Software support expenses (\$17,208) and credit card processing fees (\$3,900) to support the implementation of automation improvements installed during FY2012/13, including two automatic fee payment stations and an on-line campground reservation system.
- Contracted services of \$11,700 to continue the volunteer coordinator services at Lynch Canyon Park.
- Other Charges includes appropriations of \$42,291, an increase of \$126,515, including \$42,291, for interfund services provided by the Sheriff's Office personnel for patrol and enforcement services in the County Parks beginning in early spring, through summer and early fall.

The Recommended Budget includes one-time funding of \$40,000 to purchase and install automated pay stations at both Lake Solano and Lynch Canyon.

- \$20,340 for a video projection system and a security camera system for the Lake Solano Nature Center, funded by a grant from the California Department of Parks and Recreation (Proposition 84, Nature Education Facilities program).
- \$2,011 to replace one computer at Sandy Beach Park.

DEPARTMENT COMMENTS

The Parks Recommended Budget will allow for a more flexible staffing model that can meet seasonal park demands and provide more consistent, but limited year-round park hours, including increasing park hours in late fall, winter, and early spring. Additional service hours will be made possible with salary savings due to the elimination of a vacant Park Ranger Supervisor position that will fund two part time limited term Park Ranger Assistants. Staff believes this strategy will better meet public service needs for additional park hours, increase revenue-generating potential, which in turn, will reduce the need for a General Fund subsidy.

The Recommended Budget includes increased public service hours at Lynch Canyon to three days per week (Saturday to Monday) for 52 weeks a year, an increase from the prior year schedule of two days per week for 30 weeks per year. In addition, it includes support for more consistent staffing at the Lake Solano Nature Center to meet goals set by grant funding requirements, to keep the Center open 26 hours per week in the spring and summer, and 16 hours per week in the fall and winter.

Summary of Other Administered Budgets

**7000 – Fund 016-Parks & Recreation
Bill Emlen, Director of Resource Management
Recreation Facility**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Taxes	452,088	401,984	475,495	73,511	18.3%
Fines, Forfeitures, & Penalty	2,319	2,000	0	(2,000)	(100.0%)
Revenue From Use of Money/Prop	14,010	14,365	11,800	(2,565)	(17.9%)
Intergovernmental Rev State	8,882	68,505	8,552	(59,953)	(87.5%)
Intergovernmental Rev Federal	20,436	89,066	74,870	(14,196)	(15.9%)
Intergovernmental Rev Other	39,428	69,209	0	(69,209)	(100.0%)
Charges For Services	505,555	559,121	570,999	11,878	2.1%
Misc Revenue	22,285	5,575	5,675	100	1.8%
Other Financing Sources	10,000	0	0	0	0.0%
General Fund Contribution	233,841	125,951	122,778	(3,173)	(2.5%)
TOTAL REVENUES	1,308,844	1,335,776	1,270,169	(65,607)	(4.9%)
APPROPRIATIONS					
Salaries and Employee Benefits	607,206	593,899	614,741	20,842	3.5%
Services and Supplies	440,629	621,015	449,255	(171,760)	(27.7%)
Other Charges	128,512	135,739	126,515	(9,224)	(6.8%)
F/A Equipment	18,258	19,000	40,000	21,000	110.5%
Other Financing Uses	24,246	21,891	19,781	(2,110)	(9.6%)
TOTAL APPROPRIATIONS	1,218,851	1,391,544	1,250,292	(141,252)	(10.2%)
CHANGE IN FUND BALANCE	(89,992)	55,768	(19,877)	(75,645)	(135.6%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget reflects a status-quo financial position for the Parks in FY2013/14. Park service levels will improve slightly due to changes in staffing, but with overall operational costs keeping pace with historic trends over the past decade. Revenues from park fees are projected to improve modestly in FY2013/14, with further increases anticipated in future years due to automation and facility improvements and promotional efforts made in the last several years, combined with a potential rise in consumers' disposable income as the state and national economies improve.

SUMMARY OF POSITION CHANGES

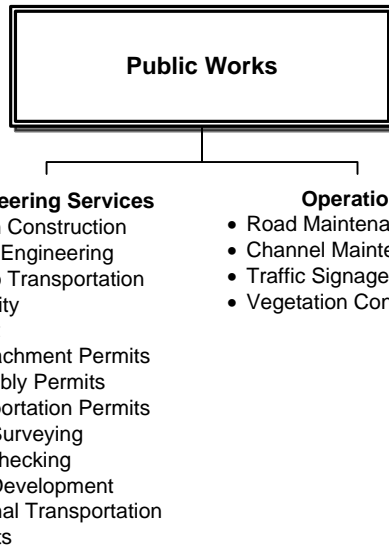
The following position changes are recommended for FY2013/14:

- Delete 1.0 FTE vacant Park Ranger Supervisor position
- Add 1.60 FTE Park Ranger Assistants (Limited Term) expiring on June 30, 2014

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time

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DEPARTMENTAL PURPOSE

Public Works is responsible for providing and maintaining a safe, reliable roadway network and associated infrastructure in unincorporated Solano County for the benefit of the travelling public.

Budget Summary:	
FY2012/13 Third Quarter Projection:	21,228,973
FY2013/14 Recommended:	24,241,364
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	61

FUNCTION AND RESPONSIBILITIES

The Public Works Division of the Department of Resource Management consists of two organizational units – Operations, and Engineering. These units receive general direction from the Director of Resource Management, have administrative authority over the unincorporated areas of the county, and provide a variety of legally mandated and non-mandated programs and services as summarized below:

Public Works Operations

Public Works Operations’ primary responsibilities are to:

- Maintain 584 miles of County roads and bridges, including pavement surfaces, roadside drainage ditches and culverts, vegetation management, signing and striping, sidewalks, curbs, gutters, and gravel roads.
- Maintain 92 bridges and 42 large drainage culverts, including the bridge/culvert structures, the roadway surfaces and the associated drainage channels within the road rights-of-way.
- Perform maintenance work on road, airport, parking lot, and drainage facilities for County departments and other agencies on a reimbursable basis.
- Maintain 45 miles of drainage channels under contract with the Solano County Water Agency.

Public Works Engineering

Public Works Engineering’s primary responsibilities are to:

- Design and construct County roads and bridges, including major road and bridge rehabilitation and reconstruction projects.

-
- Participate in regional transportation planning and the development of regional transportation projects as a member agency of the Solano Transportation Authority (STA).
 - Provide traffic engineering services, including traffic orders and signage.
 - Issue various permits, including transportation, encroachment, grading and assembly permits.
 - Provide engineering, surveying and construction work on road, airport, parking lot, and drainage facilities for County departments and other agencies on a reimbursable basis.
 - Contract with local public agencies to maintain Solano County's three traffic signals.
 - Contract with PG&E and local contractors to maintain Solano County's 574 existing street lights and install additional lights as needed. Costs are reimbursed from the Consolidated County Service Area budget.
 - Administer the County's storm water pollution prevention program.

Road State Match Program

Road State Match Program tracks approximately \$100,000 revenues received annually from the state, such as state matching funds. These state funds can be used to provide matching funds on federally funded projects.

Federal Roads & Bridge Projects

The Federal Road and Bridge Projects Program tracks all the expenditures related to federally funded projects as well as federal reimbursements. Public Works Engineering uses the federal funds to pay for the replacement and rehabilitation of deficient bridges, the paving of federally eligible roads and the construction of road improvement projects. The funds come from a variety of federal programs, and reimburse the County for project costs at a rate ranging from 80 to 100 percent, depending on the specific program.

Administrative Support

Administration supports the Division by handling incoming phone calls and inquiries; maintaining and assisting with accounting, recordkeeping, inventories, fees, imaging processing and retention schedules; and data processing information system operations.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Continued long-term decline in transportation funding will present an ongoing challenge to Solano County's ability to preserve and maintain its system of County roads.
- Awarded \$2.2 million in safety grants to improve Pleasants Valley Road, Midway Road, Sievers Road, and replace aged guardrails.
- Completed the construction of Gibson Canyon Road Curve Improvement Project, which realigned a sharp curve, widened the road, replaced culverts, and signed and striped the entire road.
- Completed the Gordon Valley Road Bridge Replacement Project, which demolished the old bridge, constructed the new bridge, improved the drainage, and rip-rapped the channel.
- Constructed the Vacaville-Dixon Bike Route Phase 5 Improvements, which widened 2 miles of Hawkins Road to include Class II bike lanes, added new signs and striping, and repaved the road.

WORKLOAD INDICATORS

- Overlaid 8.3 miles of County roads at eight locations with asphalt concrete to extend the life of the paved surfaces.
- Chip-sealed (oiled fine gravel) 40 miles of County roads at 31 locations to extend the life of the paved surfaces.
- Continued engineering work on five different bridges at various stages of project development.

Functional Area Summary

**3010 – Fund 101-Public Works
Bill Emlen, Director of Resource Management
Public Ways**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ROADS STATE MATCH PROGRAM	100,000	100,000	100,000	-	- %
FEDERAL ROADS & BRIDGE PROJECTS	4,636,270	9,862,000	10,573,000	711,000	7.2 %
ENGINEERING SERVICES	1,693,459	828,660	1,264,634	435,974	52.6 %
OPERATION ROAD SERVICES	963,830	1,140,540	826,500	(314,040)	(27.5) %
ADMINISTRATIVE SERVICES	10,325,120	9,908,536	9,997,600	89,064	0.9 %
TOTAL REVENUES	17,718,679	21,839,736	22,761,734	921,998	4.2 %
APPROPRIATIONS					
FEDERAL ROADS & BRIDGE PROJECTS	4,181,844	9,836,000	11,064,400	1,228,400	12.5 %
ENGINEERING SERVICES	5,493,512	3,363,513	3,478,209	114,696	3.4 %
OPERATION ROAD SERVICES	6,393,203	7,418,203	7,569,654	151,451	2.0 %
ADMINISTRATIVE SERVICES	1,991,522	2,067,911	2,129,101	61,190	3.0 %
TOTAL APPROPRIATIONS	18,060,081	22,685,627	24,241,364	1,555,737	6.9 %
CHANGE IN FUND BALANCE					
ROADS STATE MATCH PROGRAM	(100,000)	(100,000)	(100,000)	-	- %
FEDERAL ROADS & BRIDGE PROJECTS	(454,425)	(26,000)	491,400	517,400	(1,990) %
ENGINEERING SERVICES	3,800,053	2,534,853	2,213,575	(321,278)	(13) %
OPERATION ROAD SERVICES	5,429,373	6,277,663	6,743,154	465,491	7 %
ADMINISTRATIVE SERVICES	(8,333,598)	(7,840,625)	(7,868,499)	(27,874)	0 %
NET CHANGE IN FUND BALANCE	341,403	845,891	1,479,630	633,739	75 %
STAFFING					
ROADS STATE MATCH PROGRAM	0	0	0	0	0.0 %
FEDERAL ROADS & BRIDGE	0	0	0	0	0.0 %
ENGINEERING SERVICES	15.5	16	16	0	0.0 %
OPERATION ROAD SERVICES	41	40	40	0	0.0 %
ADMINISTRATIVE SERVICES	5	5	5	0	0.0 %
TOTAL STAFFING	61.5	61	61	0	0.0 %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$24,241,364 represents an overall increase of \$921,998, or 4.2%, in revenues, largely as a result of about a \$931,000 increase in federal funding for bridge improvements, and \$1,555,737, or 6.9%, increase in appropriations primarily due to a \$1.16 million increase in construction projects.

The primary funding source for Public Works is the Highway Users Tax Assessment (HUTA), commonly referred to as the gas tax. There are two components of the HUTA, often referred to as old HUTA and new HUTA.

Old HUTA consists of Solano County's portion of 18 cents per gallon gas tax which was established in 1995. There has been no adjustment for inflation since then, so the buying power of the funding has decreased substantially with time.

New HUTA represents Solano County's portion of a 17.3 cents per gallon gas tax established in 2010, which includes an inflation index. This funding was originally approved through Proposition 42 in 2002 as a sales tax on gasoline, later under the 2010 Transportation Tax Swap, whereby the State eliminated the sales tax on gasoline and replaced it with an equivalent amount of new gasoline excise tax which is adjusted annually to reflect what the sales tax would have otherwise generated in a

given year. Legislation passed as part of the state budget process confirmed the validity of the tax swap, thereby securing the new HUTA funding for Solano County.

Public Works anticipates receiving \$9 million of HUTA funding in FY2013/14, which is the same level of funding assumed in the FY2012/13 Adopted Budget. The breakdown of funding for new and old HUTA is not available at this time. Public Works also receives substantial federal funding on a project specific reimbursement basis. In FY2013/14, \$10.52 million in federal funding is anticipated, which is a \$931,000 increase when compared to the FY2012/13 Adopted Budget.

Non-federal public works contracts included in the FY2013/14 Recommended Budget are:

- \$150,000 for design services for the Rule 20A Utility Undergrounding Project;
- \$600,000 to operate Para-transit services; and
- \$296,000 for construction of the Slurry Seal Project 2013.

The cost of fixed assets reflects a net increase of \$1,162,500 primarily due to the following:

- \$1,076,000 increase in Construction in Progress primarily due to new projects such as the STP Overlay, Travis AFB Access Improvements – South Gate, Winters Road Bridge and Midway-Sievers Road HR3 Projects;
- \$130,000 increase in Construction Equipment to cover the costs of purchasing one aerial truck, one chip truck, one dump truck and a motor grader; all were included in the FY2013/14 Adopted Public Works Capital Improvement Plan; and
- \$9,500 increase in Computer Equipment to purchase a Sign and Design machine.

Federal road improvement contracts included in the FY2013/14 Recommended Budget are:

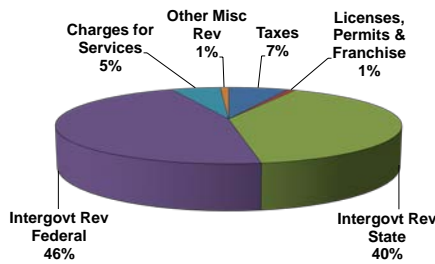
- \$884,000 for design and environmental work on eleven projects, including \$300,000 for the Stevenson Road Bridge Project, \$237,000 for the Pleasants Valley Road Bridge Project and \$100,000 for the Farm to Market Project;
- \$500,000 for right of way acquisition work on the Stevenson Road Bridge and Travis AFB Access Improvements - South Gate Projects;
- \$9,461,000 for the construction of seven projects, including five major projects: \$1,500,000, for the Travis AFB Access Improvements – South Gate, \$1,245,000 for the Vacaville-Dixon Bike Route Phase-5 (Hawkins Road) Project, \$957,000 for the Midway-Sievers Road HR3 Project, and \$4,850,000 for the Winters Road Bridge Project.

DEPARTMENT COMMENTS

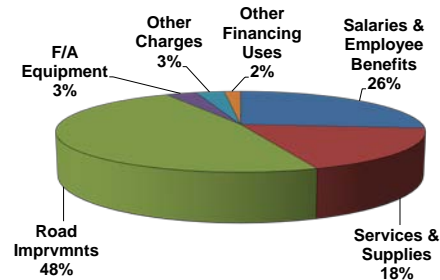
As a result of the receipt of one-time transportation improvement funds in the amount of \$14.4 million, including Proposition 1B funds and federal stimulus funds over the last several years, the condition of the County road system has been maintained. However, almost all such one-time funds have now been received. Public Works design and construction activity is expected to remain heavy through FY2013/14 as the last of the Proposition 1B funds, as well as federal funds for several large construction projects, are spent down.

The Road Fund continues to face a long-term structural funding shortfall, as statewide funding for transportation purposes continues to decline. To help address this structural funding shortfall in the Road Fund, Public Works has reduced staffing by 23 percent during the last three years. This has challenged Public Works' ability to maintain the County road system. In the long term, if no steps are taken on a statewide basis to provide additional funding for transportation purposes, the number of transportation improvement and maintenance projects constructed by Public Works will be reduced, resulting in the deterioration of the County road system.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Taxes	1,242,571	1,240,230	1,497,750	257,520	20.8%
Licenses, Permits & Franchise	174,640	177,700	192,500	14,800	8.3%
Revenue From Use of Money/Prop	106,247	101,000	109,000	8,000	7.9%
Intergovernmental Rev State	9,492,931	9,108,000	9,108,604	604	0.0%
Intergovernmental Rev Federal	4,423,303	9,845,000	10,526,000	681,000	6.9%
Intergovernmental Rev Other	270,070	155,000	47,000	(108,000)	(69.7%)
Charges For Services	1,848,589	1,123,466	1,230,265	106,799	9.5%
Misc Revenue	10,805	700	615	(85)	(12.1%)
Other Financing Sources	149,522	88,640	50,000	(38,640)	(43.6%)
TOTAL REVENUES	17,718,679	21,839,736	22,761,734	921,998	4.2%
APPROPRIATIONS					
Salaries and Employee Benefits	6,097,388	6,242,097	6,410,724	168,627	2.7%
Services and Supplies	5,061,357	4,199,605	4,333,439	133,834	3.2%
Other Charges	697,270	633,217	723,039	89,822	14.2%
F/A Land	38,608	113,000	105,000	(8,000)	(7.1%)
F/A Bldgs and Imprmts	5,306,589	10,413,000	11,489,000	1,076,000	10.3%
F/A Equipment	442,758	640,000	769,500	129,500	20.2%
F/A - INTANGIBLES	2,000	35,000	0	(35,000)	(100.0%)
Other Financing Uses	414,112	409,708	410,662	954	0.2%
TOTAL APPROPRIATIONS	18,060,081	22,685,627	24,241,364	1,555,737	6.9%
NET CHANGE	341,403	845,891	1,479,630	633,739	74.9%

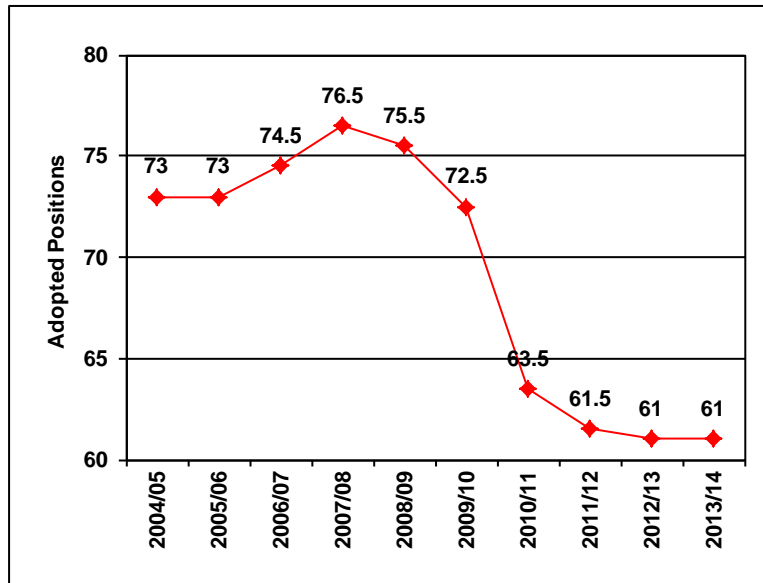
SUMMARY OF SIGNIFICANT ADJUSTMENTS

Significant increases in revenues and expenditures are largely due to five major federally funded projects in FY2013/14 (STP Overlay 2014, Travis AFB Access Improvements –South Gate, Midway-Sievers Road HR3 project, Vacaville-Dixon Bike Route Phase-5 and Winters Road Bridge).

SUMMARY OF POSITION CHANGES

There are no changes in position allocation.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The key issue facing Public Works is the continuing statewide underfunding of transportation. This is a long-term trend that has been masked in recent years by the use of one-time sources of funding, such as Proposition 1B and federal stimulus funds. The number of local roads in California that are in failed condition is expected to nearly quadruple by 2020, from six percent to 22 percent. This means that nearly a quarter of all local roads in California will have failed within ten years unless additional sources of transportation funding are developed. Solano County's roads will be similarly impacted.

Summary of Other Administered Budgets

3010 – Fund 101-Public Works
Bill Emlen, Director of Resource Management
Public Ways

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
3020 PUBLIC WORKS IMPROVEMENT	15,391	15,500	31,400	15,900	102.6%
3030 REGIONAL TRANSPORTATION PROJECT	0	140,000	34,000	(106,000)	(75.7%)
APPROPRIATIONS					
3020 PUBLIC WORKS IMPROVEMENT	60,932	58,600	1,000	(57,600)	(98.3%)
3030 REGIONAL TRANSPORTATION PROJECT	78,669	140,000	34,000	(106,000)	(75.7%)
NET CHANGE					
3020 PUBLIC WORKS IMPROVEMENT	(45,541)	(43,100)	30,400	73,500	(170.5%)
3030 REGIONAL TRANSPORTATION PROJECT	(78,669)	0	0	0	0.0%

A summary of the budgets administered by the Public Works Department is provided on the following pages.

FUNCTION AND RESPONSIBILITIES

This Budget tracks funds for regional transportation projects. Regional transportation projects typically consist of local roads that provide major points of access to the State highway system, or provide regional connections between communities and key transportation facilities. The Public Works Engineering Division of the Department of Resource Management typically represents the County in the planning and implementation of such projects, many of which are coordinated with the Solano Transportation Authority (STA).

In FY2006/07 the Board of Supervisors approved a loan up to \$3 million from the General Fund to support regional transportation projects, with the goal of repaying the loan with future transportation impact fees. The current loan outstanding as of June 30, 2013 is \$2.4 million. Due to the current state of the economy, the establishment of transportation impact fees has not yet occurred. The County is exploring the possibility of participating in a potential Regional Transportation Impact Fee under the auspices of the Solano Transportation Authority. The County is currently performing a comprehensive review of their Public Facility Fee which will include an analysis of a transportation impact fee. This report is expected to go before the Board before summer 2013.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Other Financing Sources	0	140,000	34,000	(106,000)	(75.7%)
TOTAL REVENUES	0	140,000	34,000	(106,000)	(75.7%)
APPROPRIATIONS					
Services and Supplies	49,948	100,000	4,000	(96,000)	(96.0%)
Other Charges	28,721	40,000	30,000	(10,000)	(25.0%)
TOTAL APPROPRIATIONS	78,669	140,000	34,000	(106,000)	(75.7%)
NET CHANGE	78,669	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget of \$34,000 reflects decreases of \$106,000 in both revenues and appropriations when compared to the FY2012/13 Adopted Budget. In FY2012/13, \$100,000 was appropriated for consulting services needed in relation to the widening of Vanden Road as part of the overall Jepson Parkway regional project. For FY2013/14, a recommended appropriation of \$4,000 will be used for the local match for the Redwood Parkway Fairgrounds project and \$30,000 is appropriated for interest on the General Fund loan. Revenues represent long-term debt proceeds.

FUNCTION AND RESPONSIBILITIES

The Public Works Improvements Fund Budget exists to fund the construction of roads and other public works improvements in certain areas of the county. Property owners who make an application to develop their property, such as a subdivision or building permit, are required in some locations to pay for road improvements. The payments are placed in this Fund as a holding account until the road improvements are made, at which time the funds are used to reimburse the actual cost of the work performed. The improvements are restricted to the area where the property development occurred. The largest sources of such payments are the English Hills Zone of Benefit and the Green Valley Zone of Benefit. The work is performed by the Public Works Division on a reimbursable basis.

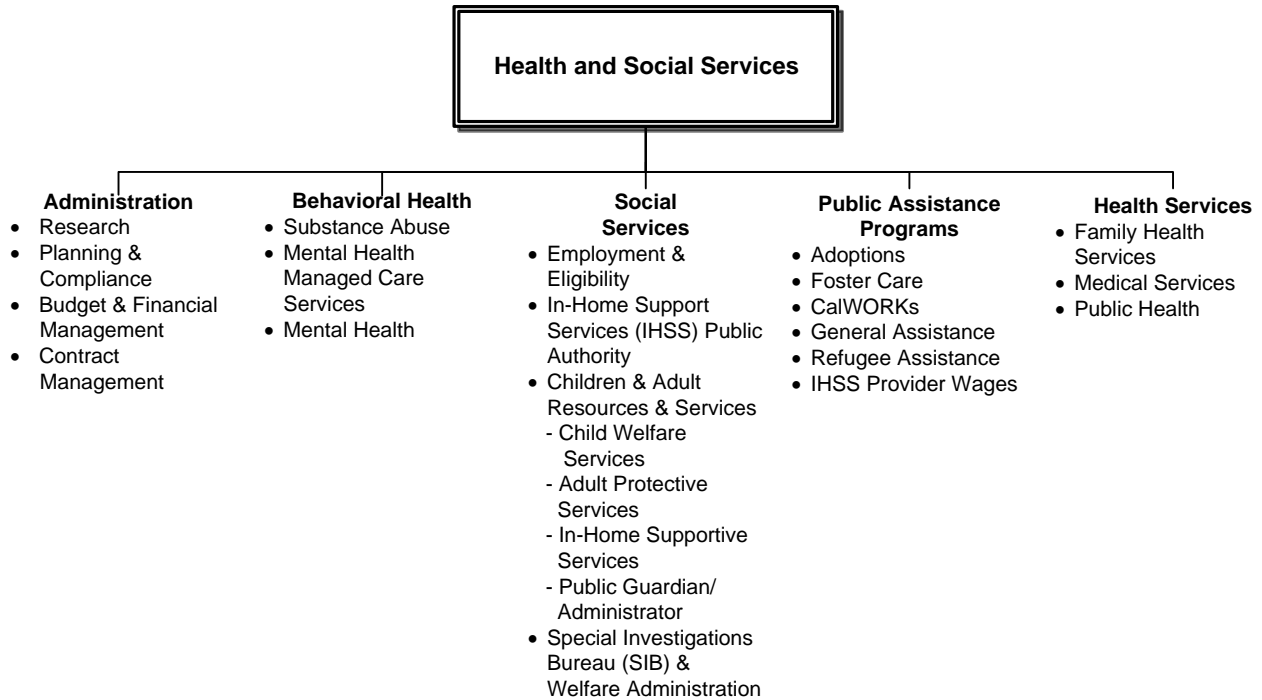
DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	1,466	1,500	1,400	(100)	(6.7%)
Misc Revenue	13,925	14,000	30,000	16,000	114.3%
TOTAL REVENUES	15,391	15,500	31,400	15,900	102.6%
APPROPRIATIONS					
Other Charges	1,000	1,000	1,000	0	0.0%
Other Financing Uses	59,932	57,600	0	(57,600)	(100.0%)
TOTAL APPROPRIATIONS	60,932	58,600	1,000	(57,600)	(98.3%)
NET CHANGE	45,541	43,100	(30,400)	(73,500)	(170.5%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Recommended Budget reflects an increase in revenues of \$15,900 and a decrease in appropriations of \$57,600 when compared to the FY2012/13 Adopted Budget. Revenues are projected to increase based on the continued increase in development activity in the English Hills area. The decrease in appropriations is due to the completion of the Vaca Valley Road Improvement project during FY2012/13.

See related BU 9122 - Fund 278 Contingencies (refer to Contingencies section of the Budget).

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DEPARTMENTAL PURPOSE

The Department of Health and Social Services (H&SS) provides cost-effective services that promote self-reliance and safeguard the physical, emotional and social well-being of the people of Solano County. The Department administers health and social service programs that counties are required to provide under State law.

Budget Summary:	
FY2012/13 Third Quarter Projection:	256,405,022
FY2013/14 Recommended:	284,557,017
County General Fund Contribution:	20,998,973
Percent County General Fund Supported:	7.4%
Total Employees (FTEs):	1174.65

FUNCTION AND RESPONSIBILITIES

H&SS is functionally divided into five divisions: Administration, Social Services, Behavioral Health, Health Services, and Public Assistance Programs.

Administration Division (BU 7501) provides oversight and management of the Department’s day to day operations, including: employee services, budget development and monitoring, fiscal oversight reporting and control, contract management, data analysis, planning, and revenue forecasting, coordination with County central service departments, and internal training/compliance activities. The Division is also responsible for management of the Public Assistance Budget used for direct cash payments and other financial assistance to clients.

Behavioral Health Division (BU 7780) includes Mental Health Services, Substance Abuse Services and Mental Health Managed Care. The Division provides treatment, case management, rehabilitation and community support services to seriously emotionally disturbed or mentally ill children and adults. This includes emergency psychiatric services and involuntary hospitalizations. The Mental Health Services Act (Prop 63) provides funds for intensive case management for high-risk clients, and funds a variety of early intervention and prevention services, information technology projects, and supportive housing. The Substance Abuse program provides assessment and authorization for treatment services which are provided by a number of community-based organizations, and prevention, intervention, and recovery services to combat alcoholism and other drug addictions.

Social Services Division (BU 7680) provides Employment and Eligibility Services (E&ES), Child and Adult Resources and Services (CARES) which includes Child Welfare Services (CWS), Older and Disabled Adult Services (ODAS) and Public Guardian.

- E&ES promotes self-sufficiency by assisting low-income families and individuals with obtaining employment, access to health care, food and cash assistance.
- CARES - CWS protects children from abuse, neglect, and provides programs to strengthen families. When this is not possible, CWS finds safe, permanent homes for children so they may grow into healthy, productive adults.
- CARES - ODAS focuses on comprehensive, integrated assistance for older and disabled adults, including domestic and personal in-home services, the investigation and prevention of elder abuse and neglect, and assistance accessing Medi-Cal, CalFresh and cash assistance programs. The Public Guardian's Office serves as the County's guardian/conservator and as the Public Administrator when the decedent has no next of kin.

Public Assistance Programs (BU 7900) budget includes Federal, State and County funding for all of the cash assistance programs administered by H&SS, including: CalWORKs, Adoptions Assistance, Foster Care, In-Home Support Services (IHSS) provider payments, and General Assistance (GA). The Seriously Emotionally Disturbed (SED) (AB3632) program is not included in the FY2011/12 budget because the mandate was suspended by the Governor in December 2010 and defended by a Court of Appeals in April 2011. In addition, H&SS also administers the CalFresh program; however, the costs of the CalFresh benefit is federally funded, and not included in the budget.

Health Services Division (BU 7880) includes Public Health, Family Health and the Medical Services Budget. The Public Health Division provides mandated community health services to promote a healthy environment for all County residents including emergency medical services (EMS); public health laboratory testing; public health nursing and home visiting; communicable disease surveillance; Maternal, Child and Adolescent Health programs including Baby First; Women, Infant and Children's (WIC) and general nutrition services; health education; and promotion activities. Family Health Services (FHS) provides primary care to low income, uninsured and underinsured patients in a clinic setting. Services are provided at the medical clinics in Vacaville, Vallejo and Fairfield. In addition to primary care for adults and children, FHS offers nutrition counseling, behavioral health, health education, dental and case management services. In 2012, the Family Health Services Dental Clinic expanded its operations by opening an Oral Health Education office inside the FHS medical clinic in Vallejo, started operating a Mobile Dental Van, and opened a dental clinic in Vacaville.

Functional Area Summary

**7500 – Fund 902-H&SS-Department Summary
Patrick Duterte, Director of Health & Social Services
Health**

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
ADMINISTRATION DIVISION	2,990,186	4,386,437	2,851,016	(1,535,421)	(35.0%)
BEHAVIORAL HEALTH DIVISION	56,973,033	55,651,489	62,801,067	7,149,578	12.8%
SOCIAL SERVICES DIVISION	69,753,056	78,029,516	85,302,164	7,272,648	9.3%
IHSS - PA ADMINISTRATION	560,111	552,685	697,834	145,149	26.3%
PUBLIC ASSISTANCE PROGRAMS	49,382,379	50,552,390	51,269,463	717,073	1.4%
HEALTH SERVICES DIVISION	45,641,974	59,169,707	60,636,500	1,466,793	2.5%
GENERAL FUND CONTRIBUTION	25,430,216	21,921,080	20,998,973	(922,107)	(4.2%)
TOTAL REVENUES	250,730,955	270,263,304	284,557,017	14,293,713	5.3%
APPROPRIATIONS					
ADMINISTRATION DIVISION	5,228,425	6,407,653	5,562,156	(845,497)	(13.2%)
BEHAVIORAL HEALTH DIVISION	60,670,994	58,476,728	65,621,232	7,144,504	12.2%
SOCIAL SERVICES DIVISION	76,543,918	83,734,364	90,470,721	6,736,357	8.0%
IHSS - PA ADMINISTRATION	566,011	551,661	697,834	146,173	26.5%
PUBLIC ASSISTANCE PROGRAMS	60,132,333	60,376,994	60,036,868	(340,126)	(0.6%)
HEALTH SERVICES DIVISION	47,614,691	60,715,904	62,168,206	1,452,302	2.4%
TOTAL APPROPRIATIONS	250,756,372	270,263,304	284,557,017	14,293,713	5.3%
TOTAL NET CHANGE	(25,417)	0	0	0	0.0%

STAFFING					
ADMINISTRATION DIVISION	74.5	70.00	78.5	8.50	12.14 %
SOCIAL SERVICES DEPARTMENT	535.8	560.65	609.25	48.60	8.67 %
IN-HOME SUPPORTIVE SERVICES PA	3.75	3.75	5	1.25	33.33 %
BEHAVIORAL HEALTH	185.15	163	165.5	2.50	1.53 %
PUBLIC HEALTH DIVISION	0.00	0.00	0.00	0.00	0.00 %
HEALTH SERVICES	232.8	291.55	316.4	24.85	8.52 %
ASSISTANCE PROGRAMS	0.00	0.00	0.00	0.00	0.00 %
TOTAL STAFFING	1032.00	1088.95	1174.65	85.70	7.87 %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the Department of Health and Social Services of \$284,557,017 reflects a \$14,293,713 or 5.3% increase in revenues and appropriations when compared to the FY2012/13 Adopted Budget. The General Fund Contribution of \$20,998,973 decreased by \$922,107 due to a \$487,418 reduction in Social Services programs, a \$1,057,199 reduction in Public Assistance programs and a \$613,999 increase in Administration for non-reimbursable cost along with a \$8,511 increase in Behavioral Health.

Primary Funding Sources

The primary funding sources for H&SS are Federal and State Program revenues of approximately \$157 million (55% of total); 1991 State-Local Realignment - \$39.4 million, 2011 Public Safety Realignment - \$38 million; and in charges for services estimated at \$29.7 million. The County General Fund contribution of \$20,998,973 represents slightly more than 7% H&SS funding and includes the required maintenance of effort for several program areas.

Program Revenue

Program revenues are earned primarily by two methods: (1) reimbursement for actual costs, based upon time studies in which staff document hours worked in each program/activity, cost reports, or other methods of documenting actual program costs; and, 2) fee for service revenue, as a result of billing various third party payers, primarily MediCal, on either a unit of service basis or a capitated payment.

County overhead and Departmental administrative costs are distributed to all programs in H&SS and are included in each program's budget. These administrative costs include fixed operational expenses such as utilities, DoIT and County Administrative Overhead (A-87) charges, and is incorporated into the Department's Federal/State claims for cost reimbursement, and is also included in H&SS rates used in billing third parties. As a result, the majority of revenues received by H&SS include reimbursement for both the direct costs associated with the individual employee providing the specific service as well as Department administrative costs and direct charges from other County Departments providing support services to H&SS programs. In FY2013/14, direct charges from other County departments plus Countywide Administrative Overhead total \$14 million, of which 93% or approximately \$13.4 million, in Federal and State funds are used to offset the County General Fund costs for various County central service departments.

The majority of State General Fund allocations for human service programs have been included in 2011 Realignment, however, the County still receives State allocations for a few programs, which are matched 50% by Federal funds, which includes the administration of the CalFresh, MediCal and CalWORKS programs. Since 2011 a number of State sources of funding are fixed (either by an allocation or a percentage of Realignment funds collected). Federal revenues are often matching funds for programs where the State shares, however the federal portion is based upon the actual cost of providing the service. Federal revenues included in the budget are developed using a number of factors: caseload, number of filled positions each quarter, along with costs for each position and overhead and other costs associated with each filled position; productivity; interim, estimated or approved reimbursement rates.

1991 Realignment

1991 Realignment, a dedicated percentage of State sales tax and Vehicle License Fees (VLF), is the second major funding source for H&SS. The distribution of the funds amongst counties is based upon formulas agreed to more than 20 years ago. Realignment funding is distributed to counties based on formulas established in 1991. Funds are designated for specified human services programs, mostly Federal, in which the State and the County have traditionally shared the "local" costs in order to draw down Federal matching funds. In addition, a portion of the funds, set in statute, is set aside for the County's obligation to pay for indigent health care (W & I Code Section 17000). In order to continue to receive the 1991 Realignment funds, the County is obligated to fund the state share of program costs, and/or has a fixed maintenance of effort amount. Regardless of actual Realignment revenues received, the County's share of costs for the Realigned programs is a fixed percentage.

Since Realignment funds are generated by sales taxes and VLF, the source can fluctuate with economic conditions; actual state collected and distributed revenues have substantially declined from \$41.7 million in FY2008/09. However, since FY2011-12, these revenues have been slowly trending upward; the FY2013-14 includes \$39.4 million in 1991 Realignment funds, an increase of approximately \$1 million.

1991 Realignment funds are allocated to three main areas:

- Health Services - a fixed portion of the Health Realignment funding (amounting to \$6.8 million) is set aside for the County Medical Services Program (CMSP), the balance is available to support uncompensated costs in the Family Health Services budget and to fund Realigned Public Health programs.
- Social Services – funds are dedicated for Child Welfare Services, Foster Care, and In Home Supportive Services (IHSS) program. By statute, any growth in overall 1991 Realignment is first used to fund caseload growth for Social Services and the FY2013/14 Recommended Budget includes an estimated increase for growth.
- Mental Health - Funds are used to pay the 50% local share for services for adult MediCal clients (the balance is reimbursed by Federal funds) and for the full costs of services provided to indigents and other low income clients. Under 2011 Realignment, the funds allocated to this account have been shifted to pay for the County's increased share of costs for the CalWORKs assistance programs (approximately \$10 million), however, the State is required to fully replace the 1991 Realignment funds shifted from Mental Health to CalWORKs and is fully responsible for any shortfall in funding. In FY2012/13 the initial year of 2011 Realignment, the State utilized unspent Proposition 63 funds for funding; however, subsequent funding will be with State sales tax revenue.

2011 Realignment

The major portion of the 2011 Public Safety Realignment funding is dedicated to human service programs and substantially changed how those programs are funded in California. H&SS estimates receiving approximately \$36.6 million in FY2013/14,

which is an increase of approximately \$2 million; funds are dedicated to Child Welfare Series, Foster Care, Mental Health and Substance Abuse. The 2011 Realignment legislation completed the transfer of responsibility for financing human services programs from the State to the Counties. Previously under the 1991 Realignment, the counties were required to fund a certain percentage of the program costs; starting in 2011, counties are fully responsible for funding the non-federal share of these programs. Unlike the previous experience with the State's 1991 realignment, the 2011 realignment transfer appears to have been adequately funded, and due to the statewide economic improvements in 2012, the County has received slightly more revenue under this arrangement.

Many of the operational details of 2011 Realignment were worked out after the legislation was approved. Due to the elimination of the State Department of Mental Health it has become difficult to obtain accurate estimates regarding Drug and Alcohol Programs. In FY2011/12 the first year of implementation, the State attempted to hold counties harmless; in the second year FY2012/13, the State is distributing sales tax revenue based upon fixed percentages included in the legislation. The fluctuation of sales tax creates a challenge in revenue forecasting and program planning, including a new requirement for FY2013/14 to accurately estimate demands for services and subsequent costs. The County now assumes 100% of the financial risk for these programs although the State remains as the primary contact for Federal negotiations regarding program requirements. The Department must revamp existing billing and claiming functions in order to ensure receipt of Federal matching funds and potentially reduce the County's share of program costs. H&SS anticipates that uncertainty regarding specific funding levels and financing mechanisms is likely to continue for several years.

County General Fund

The FY2013/14 Recommended Budget includes a County General Fund contribution to H&SS in the amount of \$20,998,973, a decrease of \$922,107 to the FY2012/13 Adopted Budget. This continues the trend of reducing the County contribution necessary to support State and Federal programs administered by H&SS. The \$0.9 million reduction to Health and Social Services is comprised of two distinct amounts listed below:

- H&SS Programs increased \$190,907 from \$12,041,661 to \$12,231,568, due to increases in fixed costs for debt service and countywide overhead costs.
- Assistance Programs, which include General Assistance, Foster Care, CalWORKs, Adoptions and IHSS wages, decreased by \$1,057,199, from \$9,824,604 to \$8,767,405, mainly due to projected decreases in the General Assistance caseload and the implementation of the In-Home Supportive Services Maintenance of Effort.

The County General Fund support of \$12,231,568 is appropriated for programs within H&SS as follows:

- \$3,490,946 for required Maintenance of Effort for Public Health, CalWORKs Administration, Adult Protective Services, California Children's Services, and Mental Health.
- \$1,107,524 million in mandatory match payments for Federal/State programs for Child Welfare Services, Foster Care Administration, and Mental Health Administration.
- \$2,327,695 used to fund some programs at the minimal level necessary. These programs include the Public Health Laboratory, Public Guardian, General Assistance Eligibility determination and administration, and Public Health Nursing. In most cases, however, these programs are supplemented by outside sources of funding, including competitive grants, Medi-Cal Administrative claiming etc.
- \$2,298,665 for principal payments related to debt service (facilities) that is not claimable and for other countywide administrative costs.
- \$1,634,715 for mandated psychiatric inpatient services.
- \$809,548 for required CMSP Participation Fee; in addition to the County match, \$6.8 million of H&SS 1991 Realignment is also mandated for the County to participate in the CMSP program.
- \$412,475 in contributions to other agencies and non-profits which includes \$287,500 to the Family Resource Centers (FRC) Network, \$86,975 to the Community Action Partnership of Solano (CAP Solano) \$30,000 to the Solano/Contra Costa Food Bank and \$8,000 to the NorthBay Standdown.
- \$150,000 for matching funds for non-county agencies (Second Chance Grant).

Primary Operational Expenditures

Primary costs included in the Health and Social Services Department (Fund 902) allocated by Division:

- Administration (BU 7501) \$5,562,156 in appropriations which recovers most costs through administrative overhead intra fund transfers;
- Social Services (BU 7680) \$90,470,721 in appropriations which includes Employment and Eligibility Services and CARES serving Children and Adults;
- IHSS Public Authority Administration (BU 7690) \$697,834 in appropriations which is a function of the Social Services Division;
- Behavioral Health (BU 7780) \$65,621,232 in appropriations which includes Mental Health and Substance Abuse;
- Health Services (BU 7880) \$62,168,206 in appropriations which includes Public Health and Family Health Services;
- Assistance Programs(BU 7900) \$60,036,868 in appropriations which includes California Work Opportunity and Responsibility to Kids (CalWORKs), Refugee Resettlement Program, Adoptions Assistance Program, Foster Care Assistance, IHSS Individual Provider Program, and General Assistance (GA).

Other Administered Budgets not part of Fund 902 include a \$2,984,293 appropriation for the IHSS Public Authority (BU 1520), a \$217,368 appropriation for Tobacco Prevention and Education (BU 7690) and a transfer out of \$16,923,691 from the Mental Health Services Act (BU 9600) to the Behavioral Health Division (BU 7780). Additional details on the programs costs can be found in the H&SS Divisions and Other Administered Budget sections of the Recommended Budget for Health and Public Assistance.

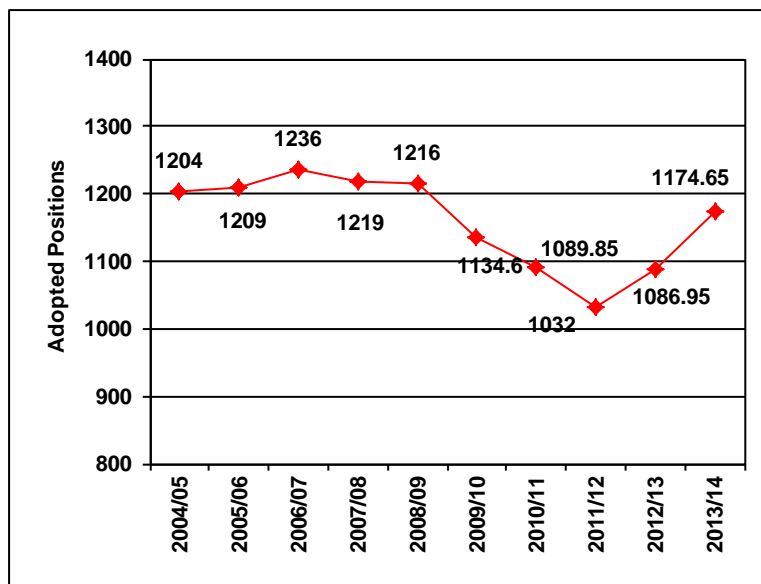
DEPARTMENT COMMENTS

None.

SUMMARY OF POSITION CHANGES

Details on position changes are described in each H&SS Division.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONSAffordable Care Act – MediCal Expansion

The Affordable Care Act (ACA) becomes effective in January 2014 and State's have the option to expand their program to Medicare to provide expanded health care coverage to eligible individuals. The Governor's May Revise budget proposes expanding the existing MediCal program, as administered by the State; however, the details of the funding are still being debated. The Governor is seeking to recover \$1.5 billion from counties for the counties' existing responsibility for indigent healthcare based on county-by-county experiences. Given California has one of the highest rates of uninsured individuals, the ACA has the potential to benefit a number of individuals by providing no or low cost healthcare access. The Federal Plan includes 100% reimbursement the first three years, followed by a permanent ten (10%) percent share of costs.

Employment and Eligibility

Covered California, the new health insurance exchange established by the State, will begin enrolling clients in October 2013. The State, as a result, has indicated an expectation that County Eligibility and Employment Services will need to support the State Exchange as well as develop sufficient capacity to serve anticipated clients. As a first step, the Board added 22.0 FTE in May 2013 in order to augment staffing levels to meet and prepare for the initial additional workload. Counties will continue to determine eligibility for clients; however, Employment and Eligibility be required to expand the hours of operations to accept calls from Covered California during evenings and weekends.

Health Services

The ACA may also impact clinical services provided by the County. As referenced in the ACA presentations to the Board this past spring, the expansion of MediCal under the ACA is expected to incrementally increase the demand for primary care services in the Family Health Services clinics throughout the County. As a Federally Qualified Health Center (FQHC), the clinics are required to serve everyone who request services, regardless of ability to pay, so it is possible that many are already being served by the County and/or community clinics. H&SS anticipates that through the ACA, the number of clients with a source of payment/insurance will increase.

Behavioral Health

The impact of the ACA on the Department's Substance Abuse and MH programs is two-fold: 1) an increase in demand for service due to the increase in MediCal enrollees, and 2) expansion of the service delivery system in order to meet Federal "parity" requirements to provide a level of service that is equal to the community standard of care.

As referenced above, under 2011 Realignment, the County became responsible for 100% of the non-Federal costs for both mental health and substance abuse (previously, the County had no funding requirements related to Drug MediCal). For the first three years of the ACA implementation, the costs for the "newly eligible clients", according to the current legislation it is the responsibility of the Federal government; eventually, the County will be required to cover 10% of the costs of these services. Costs for new clients who are currently eligible for MediCal, but not enrolled, will continue at the current 50/50 sharing ratio. The majority of patients served in the County's mental health system are already covered by MediCal; however, it is anticipated that most of the "private pay/indigent adults" currently served will become eligible for MediCal allowing the County to bill for these services (currently only limited acute hospital costs and Psychiatric care is covered through CMSP. In the Substance Abuse programs, the majority of clients are not currently eligible for MediCal, primarily because they are single, able-bodied adults, many of whom are referred via the County criminal justice system. Under the pending ACA, many of the current substance abuse clients will be eligible for the expanded MediCal program.

While the expansion of the MediCal program is anticipated to increase the number of clients served, it should also provide payment for many of the current clients. The Department may experience a significant impact on the behavioral health system depending on how the Federal parity rules are implemented or applied to the ACA. Regulations are still pending regarding the community standard of care benchmarks, and the issue of whether or not the parity rules will cover only the "newly eligible" for MediCal, or, both the newly eligible and those who are currently eligible but not enrolled in MediCal. The Department anticipates that it will need to make changes in the existing behavioral health service delivery system in order to provide a continuum of care and an integrated system of behavioral and physical health services and may need to expand service delivery system to provide sufficient capacity to serve the anticipated increase in the number and types of clients seeking services.

The County substance abuse program is relatively small, and following the implementation of ACA may be inadequate to meet

parity standards. Substance abuse relies on contracts with community based organization for most of the treatment services, and is geared primarily to serving clients referred from the criminal justice system, or those who are homeless and/or those with long term chronic abuse. The Mental Health Director, who is now responsible for oversight of the Substance Abuse Division's treatment programs, has undertaken a complete assessment of the current substance abuse delivery system, utilizing technical assistance support from the State. Once the gaps in services and funding are identified, a plan will be developed for a substance abuse service delivery system, similar in concept to the existing Mental Health system, which offers a continuum of services, including primary care based assessment and brief intensive therapy, crisis intervention and stabilization, acute inpatient service through contracted hospitals, outpatient/case management services offered in-house and through community based partners, residential/supportive housing facilities, and a private individual provider network which serves those client with less severe mental illness. Access to mental health services is authorized through a central intake 800 number and clients are referred directly to a service provider or to the County's Integrated Care Clinic for an assessment; it is likely that this process will incorporate the substance abuse authorization process in the future.

Affordable Care Act – Performance Expectations

Current discussion on the ACA has revolved around the individual insurance mandate and the expansion of the MediCal program. Once access to care is improved, the efforts under the ACA will focus on improving the quality of care to ensure that clients receive the appropriate level of care when and where they need it and to *improve health outcomes and reduce the overall costs of medical care*. *Program regulations and financial incentives will be overhauled to align with the goals of the ACA*. The Federal Center for Medicaid and Medicare Services (CMS) has initiated several of the new payment provisions, including incentive payments for provision of preventative services and lack of payment for readmissions to a hospital within 30 days. The fiscal realignment has already impacted H&SS in relation to implementation of an electronic health record (EHR) system in FHS; the EHR is required under the ACA, and is an essential tool in improving health outcomes. Federal funds were made available via the traditional mechanism, but the Department was able to earn a "bonus" for each provider actively engaged in using the system as of December 2012. H&SS anticipates that both the FQHC financing system for primary care services as well as the existing State "Short Doyle" system for mental health services will be overhauled. H&SS will also need to develop a plan to integrate substance abuse outpatient services within Family Health Services as part of the overall redesign of the substance abuse program and establishment of a "medical home". H&SS will update the Board on these emerging issues and their impact on department operations as information becomes available.

Program Compliance Plan

H&SS receives approximately 75% of the County's federal funding, and is responsible for monitoring and reporting on the use of the funds. The Department is also involved in some of the most complex types of Federal financing structures, including integrated behavioral healthcare, Intergovernmental Transfers (IGT), managed care and Federally Qualified Health Centers (FQHC). Federal funding has always required a high level of accountability. The Deficit Reduction Act of 2005, as well as the American Recovery and Reinvestment Act of 2009 (ARRA), significantly increased Federal reporting requirements. H&SS established a small compliance program in the late 1990s, however, portions were assumed into the countywide compliance program and over the past few years, budget cuts have eliminated most of the program.

The Department has been challenged to develop the infrastructure necessary to support the service delivery systems to ensure compliance with regulations and maintain adequate fiscal controls. As an example, in order to implement the behavioral health integrated care clinics to achieve anticipated revenues and ensure compliance with the complex regulations associated with these services, H&SS engaged outside consultants to assist in developing the necessary compliance and fiscal oversight structure. Due to lack of internal staff resources, H&SS will also engage the consultants to be on site for a number of months and assist the department in implementing the compliance program for the 9 FQHC sites. H&SS has requested internal staff resources necessary for the development of a department-wide compliance plan. As the Department develops new systems that are more efficient and offer comprehensive services to improve client outcomes, the Department intends to use outside experts in concert with development of an in-house compliance team. At Third Quarter the Board approved the allocation of an H&SS Compliance Officer, which is currently in the recruitment process. The FY2013/14 Recommended Budget also includes four new positions for compliance and oversight to work with each of the major operating Divisions within the Department. To begin the process, the Department, County Counsel and the CAO concur that it is necessary to engage outside consultants to conduct a department-wide risk assessment. While this is in progress, Human Resources will develop the job specifications for the proposed new positions, with the intent that these staff would be in place early in January 2014. The new H&SS

Compliance Officer will use the findings of the risk assessment and work with Risk Management and other County Departments to develop a comprehensive compliance plan. H&SS will keep the Board informed as the major compliance components are developed.

Contributions to Non-County Agencies

Health and Social Services facilitates contributions to non-county agencies in the amount of \$1,789,557 of which \$1,377,082 is reflected as a transfer in described in the General Expenditures (BU1903) section of the Recommended Budget. Included in the Health and Social Services County General Fund Contribution is \$412,475 to facilitate contributions of \$86,975 to the Community Action Partnership of Solano (CAP Solano) \$30,000 to the Solano/Contra Costa Food Bank, \$8,000 to the NorthBay Standdown and \$287,500 to the Family Resource Centers (FRC) Network. The \$287,500 for the FRC Network is comprised of an initial contribution of \$127,500 and bridge funding in the amount of \$160,000 approved the Board of Supervisors on December 11, 2012 to bridge a portion of the Office of Child Abuse Prevention funding which was redirected pursuant to the State mandated and Board approved Child Welfare Services System Improvement Plan. The \$160,000 for FY2013/14 is included in the Recommended Budget. At this time the Health and Social Services budget does not include additional contributions to replace the annualized loss of State funding which will require an additional \$90,137. Further, a policy direction from the Board will be asked, regarding the backfilling of the loss of State or Federal funding.

Other non-county agencies that have expressed to Health and Social Services an interest in receiving additional funding from Health and Social Services or the County but have not yet provided a written proposal including the Children's Network, Community Clinics, Baby Coach, National Association for the Advancement of Colored People (NAACP) in conjunction with Planned Parenthood, Volunteer Center of Solano County and Senior Coalition. The County Administrator's Office will be working with Health and Social Services and the non-profit community to secure more information and supporting details for Board consideration as part of the supplemental budget information for board consideration during budget deliberations.

DEPARTMENTAL PURPOSE

The Administration Division provides executive management and oversight of the Department's day to day support functions needed for the Department to realize a high level of quality service to Solano County's communities and clients.

FUNCTION AND RESPONSIBILITIES

The Administration Unit includes the Executive Administration directing the overall management of the Department. The Research, Planning and Compliance Unit provide strategic analysis and program development. The Budget and Financial Management Unit includes financial reporting, audits, internal control, interpretation of new fiscal requirements, grant management, budget development and monitoring, claiming for Federal and State revenues, fiscal administration, general accounting, and patient accounting and claiming. The Contracts Management Unit supports managers with processing and fiscal monitoring of contracts for services. The Business Services Unit provides payroll processing and coordinates recruiting and hiring.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Increased Federal funds through innovative program and organizational restructuring, including: three Intergovernmental Transfer (IGT) agreements which allowed the Department to use unmatched local funding to draw down approximately \$15 million in new Federal revenue for Behavioral Healthcare Services to Medi-Cal clients;

Consolidating the Public Guardian with the Older and Disabled Adult Services Unit and claiming Federal reimbursement for certain Public Guardian health-related activities helped reduced the County General Fund Contribution.

Increased responsibility in processing Federal reimbursement, ensuring that claims are based on accurate program costs and billing. The Medicaid and other funding sources based on a fee-for-service have increased the complexity of the claims. The Federal Government has also become more diligent in its monitoring and auditing of local public agencies.

Implemented new automated patient care management/Electronic Health Records systems in both the FQHC clinics and the Mental Health system, in compliance with new requirements and received bonus payments for actual use by providers.

Recruitment for provider and other health related staff continues to be challenging; H&SS is working with Human Resources to develop new and innovative strategies.

The Division's special pilot project "Women's Reentry Achievement Program" (WRAP) was chosen by the U.S. Department of Justice to be evaluated for a national model.

WORKLOAD INDICATORS

During the period January 2012 to January 2013 the Department processed 500 new contracts and 100 contract amendments within required time constraints.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for Administration of \$5,562,156 reflects decreases of \$921,422 or 14.2% in revenues and \$845,497, or 13.2% in appropriations when compared to the FY2012/13 Adopted Budget. The General Fund Contribution of \$2,711,140 increased by \$613,999 due to an increase in non-reimbursable costs.

Primary Funding Sources

The primary sources of funding for Administration include Intra-Fund Transfers representing reimbursement of allowable administrative costs from various H&SS program divisions, contract services revenue for administrative fees related to the oversight and coordination of the Medi-Cal Administrative Activates (MAA) and Targeted Case management (TCM) programs on behalf of participating H&SS divisions, other county departments and community based organizations; operating transfers-in to fund board-approved contributions to non-county agencies and General Fund Contribution primarily used to fund non-reimbursable costs.

Primary Cost

Primary costs for Administration are: \$8,163,993 for salaries and employee benefits; \$4,825,645 for services and supplies which include MAA/TCM pass thru costs; \$2,848,454 for other charges which include A-87 charges, contributions to non-county

Summary of Division Budget

**7501 – Fund 902-H&SS Administration
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agencies, and contracted direct services for HUD grants directly administered by H&SS; \$2,178,529 for other financing uses which include debt service costs; and offsetting intrafund transfers of (\$12,454,465) which represents the projected share of administration costs charged to H&SS Divisions.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Fines, Forfeitures, & Penalty	26,078	0	0	0	0.0%
Revenue From Use of Money/Prop	230,457	176,601	207,436	30,835	17.5%
Intergovernmental Rev State	0	73,447	0	(73,447)	(100.0%)
Intergovernmental Rev Federal	1,900,565	2,260,591	2,061,942	(198,649)	(8.8%)
Charges For Services	394,926	1,440,716	146,203	(1,294,513)	(89.9%)
Misc Revenue	23,409	0	353	353	0.0%
Other Financing Sources	414,750	435,082	435,082	0	0.0%
General Fund Contribution	2,239,034	2,097,141	2,711,140	613,999	29.3%
TOTAL REVENUES	5,229,220	6,483,578	5,562,156	(921,422)	(14.2%)
APPROPRIATIONS					
Salaries and Employee Benefits	6,904,499	7,331,459	8,163,993	832,534	11.4%
Services and Supplies	3,656,166	4,336,778	4,825,645	488,867	11.3%
Other Charges	1,662,674	1,738,915	2,848,454	1,109,539	63.8%
Other Financing Uses	2,143,203	2,085,155	2,178,529	93,374	4.5%
Intra-Fund Transfers	(9,138,116)	(9,084,654)	(12,454,465)	(3,369,811)	37.1%
TOTAL APPROPRIATIONS	5,228,425	6,407,653	5,562,156	(845,497)	(13.2%)
NET CHANGE	(794)	(75,925)	0	75,925	(100.0%)

STAFFING					
ADMINISTRATION DIVISION	74.5	70.0	78.5	8.50	12.14 %
TOTAL STAFFING	74.5	70.0	78.5	8.50	12.14 %

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The FY2013/14 Recommended Budget projects a net decrease of (\$921,422) in revenues primarily due to the following:

- Increase of \$30,835 in interest income due to higher overall cash balance in fund 902.
- Decrease of (\$272,096) in intergovernmental revenues is primarily due to a decrease in one-time State and Federal revenues and a decrease in MAA pass thru revenues based on reduced MAA reimbursable claims.
- Decrease of (\$1,294,513) in charges for services mainly due to a decrease of (\$1,235,757) in administration overhead (A87) revenue.
- Increase of \$613,999 in General Fund Contribution to cover non State or Federal reimbursable expenses of \$75,000 for legislative support, an increase of \$245,913 in countywide administrative charges, a \$160,000 additional contribution to the Family Resource Center Network approved by the Board on December 11, 2012, and \$139,922 of Housing and Urban Development (HUD) related expenses for staff time, and technical assistance managing HUD contracts formerly administered by CAP Solano.

The net decrease of (\$845,497) in appropriations is a combination of the following factors:

- An \$832,534 increase in Salaries and Benefits primarily due to the addition of 7.5 FTE in Administration. These positions are being requested to plan, develop, and implement an annual compliance plan for HSS, perform contract and compliance monitoring to ensure appropriate use and reporting of approx. \$126M in Federal and State dollars, address the financial reporting and forecasting complexities resulting from 2011 Realignment and healthcare reform, and provide clerical support to the Policy Fiscal Analyst (PFA) Teams, and Hiring/Training Unit.

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- An \$488,867 increase in Services and Supplies due to decreases of (\$42,787) in telephone services resulting from a one-time FY2012/13 cost related to the new VOIP system, (\$33,475) in liability insurance, (\$52,255) in computer components in anticipation of fewer computers to be refreshed in FY2013/14, (\$35,403) in Other Professional Services due mainly to the reclassification of HUD pass-thru costs in the Other Charges category to comply with accounting requirements, and (\$100,000) in utilities based on 2-year average actual usage. These decreases are offset by increases of \$148,999 in insurance-risk management, \$554,817 in consulting services for technical assistance in addressing compliance, healthcare reform, behavioral health integration, and FQHC fiscal reporting issues, \$11,250 in software maintenance for the contracts database system, and \$29,856 in DOIT charges.
- An \$1,109,539 increase in Other Charges is primarily due to a \$909,361 increase in A-87 charges due to the reallocation of A87 charges, \$160,000 in contributions to non-county agencies resulting from the board-approved increase in contribution to family resource centers (FRCs), \$513,000 in contracted direct services for the HUD projected payments to sub recipients, \$16,000 increase in small projects, and offset by decreases of (\$197,932) in interfund services – personnel resulting from the discontinuance of direct billing from Human Resources and (\$355,812) in interfund services – professional resulting from the projected costs of General Services direct charges for custodial, building trades mechanic, and grounds keeping being directly budgeted in program divisions instead of Admin.
- A \$93,374 increase Other Financing Uses resulting from the increase in POB costs for the 7.5 FTE requested positions and the increase in debt service principal payments.
- A (\$3,369,811) increase Intra Fund Transfers primarily due to the increase of claimable salaries costs for the 7.5 FTE requested positions and the \$2,145,118 gross increase in A-87 charges to the Admin budget. Administration costs that are claimable to federal and state programs are transferred to program division budgets via the intra fund transfer account.

SUMMARY OF POSITION CHANGES

The following positions are being requested to plan, develop, and maintain compliance. The Office Assistants will provide critical support for hiring and training functions within the Department including background and criminal record checks, maintaining hiring records, processing requisitions to fill vacant positions, meeting federal exclusion lists compliance requirements, registering staff for County's mandatory trainings; coordinating new employee orientations and setting up mandated reporter training; the Accounting Clerk is needed for critical functions in the fiscal claiming unit for social services and assistance programs to address increasing complexity and volume of state fiscal reporting; the Accountant is needed to provide staff support in monitoring all funds managed and administered by H&SS to ensure compliance with accounting regulations per Governmental Accounting Standards (GASB); Contract and compliance positions are needed to address the department's federal fiduciary responsibility in monitoring its contractors and sub-recipients in accordance with federal OMB guidelines including federal cross-cutting rules, to develop a risk assessment process and conduct year-round fiscal reviews to ensure compliance with Federal and State regulations. These positions are funded through the administrative charges to the applicable H&SS programs.

Changes in the Division's position allocation reflect 7.5 positions offset through internal department costs allocations and recovery through fees, grants and State and Federal revenue:

- 1.5 FTE Office Assistant IIs (effective 7/21/13)
- 1.0 FTE Accountant (effective 7/21/13)
- 1.0 FTE Accounting Clerk II (effective 7/21/13)
- 1.0 FTE Contract and Compliance – TBD (effective 10/1/13)
- 3.0 FTE Contract and Compliance – TBD (effective 1/1/14)

PENDING ISSUES AND POLICY CONSIDERATIONS

The Department is in the early stages of implementing a new web based contracts database that will allow a more efficient way for personnel to view, track, and process the hundreds of contracts within each Division. This system, called Tract Manager, will be replacing the current Access database which is not supported by DoIT and is not an interactive system. The database will house a library of current and past contracts that can be accessed for review purposes, create a platform for the electronic

processing of contracts through each Division and County Counsel. Contract managers will now have a centralized location to ensure contract compliance with key terms and deliverables. The Department is also looking into the possibility of storing contract claims on this database for not only easy access but to update financial information, and allow for electronic processing of claims. It is expected that this new database will not only create efficiencies in the process, it will become a valuable tool for contract monitoring.

Federal oversight and reporting requirements have increased significantly. It is anticipated that with the implementation of healthcare reform, federal authorities will increasingly audit counties to determine whether medical billing as well as privacy and security practices are compliant with federal regulations.

Contributions to non-county agencies are processed through the Administration Division as non-reimbursable cost. The current budget includes a contribution of \$160,932 authorized by the Board of Supervisors on December 11, 2012 as bridge funding for the Family Resource Center Network. The Children's Network which provides coordination support to the Family Resource Centers has informed the County Administrator's Office that they will be requesting additional funding; however, a written proposal is still pending. Funding for the Family Resources Centers and the Children's Network will need to be discussed as a part of the FY2013/14 Supplemental Budget.

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DIVISION PURPOSE

The Behavioral Health Division includes Mental Health, Mental Health Managed Care, and Substance Abuse. Integration of these programs allows the Division to efficiently monitor and manage programs and expenses as a comprehensive behavioral health system of care. The Department of H&SS anticipates additional advantages as behavioral health services are integrated with primary care services and the Department completes the automation of client health records for the Behavioral Health and Health Services Divisions.

FUNCTION AND RESPONSIBILITIES

The Behavioral Health Division provides mental health services in accordance with Title 9, California Code of Regulations, Sections 1820.205, 1830.205, and 1830.210. Substance Abuse Services are delivered under the authority of Title 45, Code of Federal Regulations and California Health and Safety Codes Section 11750-11997.

Mental Health provides a broad array of services to Solano residents, including emergency psychiatric services 24 hours a day, seven days a week, as well as outpatient, residential and day services. The Division provides cost-effective services that promote self-reliance and safeguard the physical, emotional, mental and social well-being of Solano residents. These services are delivered by County and contract staff. Among them are:

- Individual psychotherapy and psychiatry through the Managed Care Provider Network;
- Rehabilitation and community-support services to seriously emotionally disturbed children and seriously mentally ill adults.
- Inpatient hospitalization and medium-term institutional care for conserved individuals
- Forensic services to individuals with severe mental illness who become involved with the judicial system
- Early childhood and trauma-focused services for younger children
- Prevention and early intervention services to help prevent the worsening of mental illness
- Wellness and Recovery Centers
- 23-hour Crisis Stabilization Center
- Supported housing for individuals with mental illness
- The Division oversees the provision of quality assurance, utilization management, beneficiary problem resolution, authorization and denial of services, maintenance of financial records, policies and procedures, and assures cultural competency in the provision of services.

Substance Abuse Services provide prevention, intervention, treatment and recovery services for alcoholism and other drug addictions. Youth, adults, probationers and parolees are served by Substance Abuse Services, which offers the following services using a managed care model:

- Assessment of clients' alcohol and drug abuse treatment needs and authorization of appropriate services. Preferential placement is given to pregnant women.
- Outpatient counseling through individual, group and family sessions.
- Residential treatment for men and women, including pregnant and postpartum mothers.
- Substance abuse and mental health counseling services for California Work Opportunity and Responsibility to Kids (CaWORKs) participants, designed to promote return to the workforce through resolution of addictions and mental illness.
- Authorization of alcohol and drug detoxification.
- Administration of drug treatment services under the Substance Abuse and Crime Prevention Act of 2000 (SACPA, Prop 36), along with Adult and Dependency Drug Courts.
- Program management for the Parolee Services Network and Driving Under the Influence (DUI) programs.
- Services to recently realigned State parolees, now the responsibility of each county (AB109).

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- Federally mandated HIV and AIDS testing and education in coordination with Public Health.
 - Federally mandated Primary Prevention Services to delay the onset of youthful Alcohol, Tobacco and Other Drug use, also coordinated with Public Health.
 - Pursuant to Realignment 2011, financial responsibility for federally mandated services for narcotic addicts, including methadone (provider contracts with the state) and medication assisted recovery programs.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Solano County Mental Health successfully opened a 23-hour Crisis Stabilization Unit at 2101 Courage Drive in October 2012. This facility, run by Anka Behavioral Health, Inc., is a cornerstone of a plan to improve psychiatric care to the acutely mentally ill, and to reduce hospitalization rates which have soared over the past four years. Thus far, the facility has resulted in at least a 25% reduction in hospitalization admission rates, and may also be contributing to a reduced average length of stay for individuals once admitted.
- As a result of reducing hospitalization stays and lengths of stay, and in part due to the lack of appropriate step-down placements, some increase in the occupancy rate of institutes for mental disease (IMD's) have occurred. However, hospitalizations are much more costly and therefore to some extent, this development is a corollary of placing fewer individuals in hospitals for less time, and instead placing them in IMD's.
- Due to funding reductions, seriously mentally ill (SMI) adults seeking a medication appointment face waits from 1 day (urgent), to 6 weeks (non-urgent). However, an urgent care component has been developed to ensure the most vulnerable and acute receive medication appointments as clinically necessary and mandated by regulation.
- The State Department of Health Care Services (DHCS) agreed to permit the continued funding of mental health services for Kaiser Medi-Cal beneficiaries (children) through a capitated arrangement between Partnership Health Plan of California, Solano County, and Kaiser, as a cost effective, and more integrated means of delivering mental health services to those beneficiaries, saving county funds because of the ability to draw federal match more easily without Kaiser beneficiaries having to receive their care from Solano County.
- County Mental Health - Children's services unit continues to serve Medi-Cal clients and their families who face severe emotional illness, despite no longer being responsible to serve AB3632 students.
- The integration of primary care with psychiatry, complemented with a broad array of rehabilitative services, has been shown to improve the health and well-being of the mentally ill consumer and lower emergency medical and psychiatric costs. Difficulty in finding qualified staff has delayed the opening of the Adult Psychiatric Integrated Care Centers. However, despite this challenge, unduplicated patients visits have grown from 1,600 to over 3,700 per year. This is expected to increase with the advent of Medi-Cal expansion and the opening of the Integrated Care Centers.
- The Behavioral Health Division actively participated in the 2011 Public Safety Realignment Act (AB109) Implementation Plan and is an active partner with Probation and the judiciary in assuring that probationers released under AB109 receive timely substance abuse and mental health services.
- Substance Abuse Services began offering an evidence-based program (Matrix) to Solano County residents who are waiting to participate in weekly groups for treatment. The Matrix program is more extensive and valuable than what is minimally required by the program's principal federal funding source. The result is that clients are better prepared to take advantage of treatment when placed with a contracted provider. These services are becoming increasingly important as wait times increase.
- Mental Health Services Act (MHSA) programs continue to set trends for community oriented mental health prevention and early intervention. In partnership with community providers, MHSA programs are providing Mental Health First Aid training, integrated behavioral healthcare based on a model proven to enhance access by Latino's and other underserved populations, and wellness centers that offer a variety of supportive resources and activities in a structured environment that support the seriously mentally ill consumer. Most recently, services to severely mentally ill individuals were expanded to include adults ages 21-65 through Full-Service Partnership Intensive Wrap Around Teams, as well as for children ages 6-17.

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- Administrative and clinical restructuring has occurred that will improve the rate at which individuals can be maintained in the community and out of costly placements, improve vendor claim and contract administration processes, as well as enhance compliance monitoring and oversight.

WORKLOAD INDICATORS

During the period of FY2011/12:

- Solano County Mental Health provided mental health services to approximately 5,500 seriously mentally ill adults and seriously emotionally disturbed children for a total of approximately 110,000 services. The services were provided through County Programs, Contract Programs, and the Managed Care Provider Network.
- Solano County Mental Health Mobile Crisis unit provided crisis case management services to approximately 1,100 consumers, before closing in October 2012. Since October 2012, the County's contract provider, ANKA 23-hour crisis unit has seen an average of six clients per day.
- Substance Abuse Services saw 709 new adult clients in all of its locations
- Contracted outpatient Substance Abuse treatment programs are serving an average of 104 clients in outpatient treatment per month and residential programs are averaging 36 clients per month.
- Substance Abuse Services are also placing clients in treatment under the Drug Medi-Cal program, a special grant from the Drug Dependency Court and a "fast track" program funded by Child Welfare Services (CWS).
- Currently, general substance abuse clients are waiting approximately 60 days for Substance Abuse outpatient treatment and up to 90 days for residential treatment placement.

DIVISION BUDGET SUMMARY

The Recommended Budget for Behavioral Health of \$65,621,232 represents an overall increase of \$7,158,089 or 12.2% in revenues and \$7,144,504 in appropriations, when compared to the FY2012/13 Adopted Budget. The General Fund Contribution of \$2,820,165 increased by \$8,511.

Primary Funding Sources

The primary funding sources for Behavioral Health are Federal, State, and Realignment revenues. As part of the States 2011 Realignment, previous state general fund revenue for children's mental health services, substance abuse treatment services, drug court activities, and substance abuse Drug Medi-Cal were realigned to the local level along with associated program responsibilities. This realignment, coupled with the 1991 realignment revenues, makes realignment funding for behavioral health services the major funding source. The passage of Proposition 30 has ensured that these funds are constitutionally protected and will continue to be available to fund mental health and substance abuse services at a level subject to fluctuations in sales tax collection. Statewide uncertainties about growth in sales tax revenues keeping pace with growth in Early and Periodic Screening, Diagnostic and Treatment (EPSDT) services and narcotic Replacement Therapy programs remain.

State funding from the Mental Health Services Act (MHSA) and federal revenues also provide a lay source of funding for behavioral health services. MHSA funding provides cost reimbursement for mental health community support services, primary early intervention, mental health workforce education, and information technology needs. Federal revenue funds 50% of adult and children's mental health services for Medi-Cal recipients and provides reimbursement for substance abuse Drug Medi-Cal (DMC) services. Billing for mental health services is done on a cost per unit basis. AB1297 became effective July 1, 2012, and establish rates for claiming for mental health services and reimbursement closer to actual cost. While the federal reimbursement for services remains at 50%, AB1297 allows counties to bill the federal government for the eligible actual cost of services rather than at a capped State Maximum Allowance (SMA) rate. Due to the transition of the Department of Mental Health (DMH) to the Department of Health Care Services (DHCS), the State has delayed implementing AB1297 and is currently counties receive an interim rate based on FY2009/10 costs. The Division anticipates that a more current interim reimbursement rate will be established for FY2013/14 and has increased the revenue projection to reflect the additional federal revenue in the Division budget.

Federal revenues for Substance Abuse services primarily changed due to the realignment of Drug Medi-Cal Services to the local level in 2011. As part of 2011 Realignment, counties are now responsible for the 50% non-federal share of all Drug Medi-Cal

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services. Previously, the State managed the Drug Medi-Cal contracts for Narcotic Replacement Therapy treatment services and bore the fiscal risk of those services, however with 2011 Public Safety Realignment, the fiscal risk for Therapy Treatment was shifted to counties. While funding momentarily appears to be adequate, there is considerable concern among counties that a lack of utilization control could result in uncontrolled growth in these contracts.

Primary Cost

Primary costs for Behavioral Health are: \$18,327,857 for salaries and employee benefits; \$4,148,387 for services and supplies; \$36,043,487 for other charges; \$448,597 in fixed assets for Netsmart electronic health records system; \$878,979 for other financing uses; and \$5,773,925 for intra-fund transfers.

The costs for Mental Health (BU 7700) included in the Recommended Appropriations is \$53,639,470; for Mental Health Managed Care (BU 7598) the Recommended Appropriations are \$5,176,235 and for Substance Abuse (BU 7560) the Recommended Appropriations of \$6,805,527 are included.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Fines, Forfeitures, & Penalty	82,160	108,085	62,132	(45,953)	(42.5%)
Revenue From Use of Money/Prop	3,560	6,400	4,000	(2,400)	(37.5%)
Intergovernmental Rev State	41,860,838	42,656,059	41,397,996	(1,258,063)	(2.9%)
Intergovernmental Rev Federal	3,775,125	3,261,595	3,607,279	345,684	10.6%
Intergovernmental Rev Other	62,856	0	0	0	0.0%
Charges For Services	10,872,295	9,613,350	795,583	(8,817,767)	(91.7%)
Misc Revenue	316,200	6,000	10,386	4,386	73.1%
Other Financing Sources	0	0	16,923,691	16,923,691	0.0%
General Fund Contribution	3,687,654	2,811,654	2,820,165	8,511	0.3%
TOTAL REVENUES	60,660,687	58,463,143	65,621,232	7,158,089	12.2%
APPROPRIATIONS					
Salaries and Employee Benefits	17,749,926	18,204,406	18,327,857	123,451	0.7%
Services and Supplies	4,351,292	5,357,910	4,148,387	(1,209,523)	(22.6%)
Other Charges	34,462,762	31,840,126	36,043,487	4,203,361	13.2%
F/A Bldgs and Imprmts	0	500,000	0	(500,000)	(100.0%)
F/A Equipment	30,444	60,000	0	(60,000)	(100.0%)
F/A - INTANGIBLES	189,424	0	448,597	448,597	0.0%
Other Financing Uses	2,022,122	873,592	878,979	5,387	0.6%
Intra-Fund Transfers	1,865,024	1,640,694	5,773,925	4,133,231	251.9%
TOTAL APPROPRIATIONS	60,670,994	58,476,728	65,621,232	7,144,504	12.2%
NET CHANGE	10,307	13,585	0	(13,585)	(100.0%)

STAFFING					
BEHAVIORAL HEALTH	185.15	163	165.5	2.5	1.53 %
TOTAL STAFFING	185.15	163.0	165.5	2.5	1.53 %

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The FY2012/13 Recommended Budget projects a \$7,158,089 net increase in revenues primarily due to the following:

- Increase in federal reimbursements for mental health services due to the change in reimbursement for mental health services based on actual costs; higher revenues for substance abuse and mental health services for the AB109 population; increase in 1991 and 2011 Realignment revenues based on increases in sales tax projections; and an increase in Intergovernmental Transfers(IGT) revenues primarily due to a change in all IGT revenues being consolidated in the Behavioral Health Division instead of various H&SS Divisions.
- The growth in revenues is partially offset with decreases in Short Doyle Administrative and Quality Assurance revenues. Administrative revenues are projected to be lower due to changes in claiming for these costs. The State is allowing

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administrative costs to be distributed among program costs; hence increasing the cost per unit for program services, but decreasing the amount of administrative costs allowed to be claimed. Quality Assurance revenues have declined due to fewer staff time studying to these activities.

The FY2012/13 Recommended Budget projects a \$7,144,504 net increase in appropriations primarily due to the following:

- Increases in direct contracted services for substance abuse treatment services primarily due to new federal grant funding available, more AB109 monies appropriated for treatment costs, and Child Welfare Services (CWS) revenue available to serve their clients. Increases for mental health services are the result of additional staffing needs at the Crisis Stabilization Unit, and anticipated contractor costs associated with implementing the Katie A settlement and Healthy Families expansion in children's mental health. Other notable increases include anticipated increase in bed usage for State Hospitals and Institute for Mental Disease (IMD) facilities.
- Increases in intra-fund transfers associated with IGT projects primarily as result of changes in how H&SS is budgeting and tracking IGT revenues. All revenues for IGT are budgeted in the Behavioral Health Division and transferred out to other H&SS Divisions instead of being budgeted throughout H&SS.

SUMMARY OF POSITION CHANGES

Changes in the Division's position allocations since the adoption of the FY2012/13 Budget are provided below:

- Transfer of a 1.0 FTE Office Assistant II from the Mental Health Division to the Child Welfare Services Division due to program needs and operational issues.
- A Board of Supervisor's resolution was approved on November 6, 2012 to increase an existing 0.5 FTE Clinical Psychologist to a 1.0 FTE.

The following reclassifications are included in the FY2013/14 Recommended Budget in order to properly staff Mental Health and Substance Abuse. These positions changes have been approved by Human Resources and are funded with existing revenue, therefore, no additional County General Fund is required.

Mental Health:

- 1.0 FTE Mental Health Services Manager (Senior) reclassified to a 1.0 FTE Mental Health Services Administrator
- 1.0 FTE Office Assistant III reclassified to a 1.0 FTE Office Assistant II

Substance Abuse:

- 1.0 FTE Mental Health Clinical Supervisor reclassified to 1.0 FTE Mental Health Services Manager

The following 3.0 FTE new positions are included in the FY2013/14 Recommended Budget in order to properly staff Mental Health and Substance Abuse. These positions will be funded with 2011 Public Safety Realignment and Mental Health revenue. No additional County General Fund is required.

Adult Mental Health (1 position)

- 1.0 FTE Mental Health Clinician (Lic) (effective 10/01/13)

Substance Abuse (1 position)

- 1.0 FTE Mental Health Clinician (Lic) (effective 10/01/13)

Children's Mental Health (1 position)

- 1.0 FTE Psychiatrist (Child-Board Certified) (effective 10/1/2013)

PENDING ISSUES AND POLICY CONSIDERATIONS

2011 Realignment and the passage of Proposition 30 have potentially stabilized a large portion of funding for mental health and substance abuse services, while opening up new potential risks due to responsibilities that have followed realigned dollars.

At this juncture, Narcotic Replacement Therapy service contracts, previously the financial responsibility of the State, are a Drug Medi-Cal entitlement and the County Behavioral Health Division is now fiscally responsible for those services, funding the 50% non-federal share with 2011 Realignment monies. While FY2012/13 realignment appears to adequately cover these services at their current level, the lack of utilization management by counties may expose the county to increased costs in the future depending on the rate of growth of these programs and whether or not the State Department of Health Care Services (DHCS) allocates more utilization and contract management control to counties.

Changes to children's mental health as a result of the Katie A. settlement are anticipated to become operational in late spring of 2013. The State is expected to issue definitive guidelines that will help clarify the additional programming necessary to maintain compliance with this new mandated service delivery system. Services will include wraparound services to families and foster children, in-home behavioral services, therapeutic foster care services, and increased coordination activity. Most, if not all, of these new activities will be eligible for federal match at the 50% level. The 50% non-federal match will need to be funded with 1991 and 2011 Realignment monies to the extent available. If realignment funding is exhausted, the Division will need to find additional funding to support the non-federal match of the program.

The expansion of Medi-Cal under the Affordable Care Act will present a challenge for existing service capacity, especially for mental health managed care and substance abuse outpatient and residential services if the increased eligible populations seeks services from the County. While estimates have been made about the numbers of newly eligible clients, the actual magnitude is unknown as it is unclear how many newly eligible will actually sign up for Medi-Cal. Also unknown are the numbers of individuals who will remain as indigent after January 1, 2014 and will continue to rely on county systems for care. As many of the newly eligible are already participating in the County Medi-Cal Services Program (CMSP), a successful transition of this population into the Medi-Cal expansion may not pose a huge financial risk for the County as services for the newly eligible Medi-Cal population will be federally reimbursed at 100% for the next three years. The bigger financial risk is for those individuals who will remain as indigent and will continue to receive services that rely on local funding resources.

In addition to the unknown magnitude of the newly eligible population, questions still remain about the benefits for these individuals and if they will mirror existing Medi-Cal benefits, or if the benefit will be enhanced and federally subsidized. The interpretation of the Wellstone Domeneci Parity Act at the Federal and State level is not yet finalized, and some uncertainty exists about whether the Parity Act will be applicable to any Medi-Cal eligible. If not, the substance abuse benefit will continue to be inadequate and mental health services for the new population will most likely mirror those of current Medi-Cal eligible.

As discussions on the Governor's proposal on the State implementation of the Medi-Cal expansion continue, this Spring and Summer, the future impacts on the County are still uncertain. The implementation of Medi-Cal expansion will bring risks and opportunities to counties, and may result in cost-shifting from the State or take-back of realignment funds designated for indigent care by the Department.

Healthy Families recipients are being phased transitioned into Medi-Cal pursuant to Federal Healthcare Reform. 6,000 or more Solano County children will be converting to Medi-Cal eligibility status and cycling from private insurance to public managed care and mental health/substance abuse services. Approximately 4,000 of these children are enrolled with Kaiser. The Division is currently negotiating with the State and Kaiser to continue to serve these children instead of having them referred to the County Mental Health and Substance Abuse Divisions for services.

The impact of Medi-Cal Expansion in 2014 is still being determined, due to the undetermined role of State and counties at the time of this writing. It is expected that a significant increase in new Medi-Cal enrollees will result in a greater need for services and require an increase in capacity within the County itself and through its contractors, for both Mental Health and Substance Abuse services. While some of these additional service responsibilities will be offset by Federal revenue, some will not and may pose additional strain on the Division's budget.

In anticipation of funding changes at the federal level, either through losses from the Federal Sequestration or increases as a result of Health Care Reform, the Division continues to look at opportunities for continued integration of services to maximize available funding. Improvements in care and efficiency from integration should result in lower morbidity, relapse and recidivism rates, and save care costs across different systems. In particular, substance abuse services integrated into primary care and targeted to certain high risk populations has been demonstrated to directly diminish medical expenditures per individual treated. To the extent that Realignment provides more flexibility with funding, the Division will continue to move toward an integrated approach of providing cost effective coordinated care for a vulnerable population. The Federal Sequester will impact federal

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Substance Abuse Prevention and Treatment (SAPT) monies as well as some Mental Health federal revenues that support mental health services for homeless individuals. While the impact of the Federal Sequester is currently unknown, early estimates for revenue loss for FY2013/14 are approximately \$200,000.

DIVISION PURPOSE

The mission of H&SS Health Services Division is to optimize the health and well-being of the community through individual and population-based services which promote health and safety through prevention and treatment of disease and injury.

FUNCTION AND RESPONSIBILITIES

The H&SS Health Services Division is comprised of two functions: Public Health and Family Health Services.

Public Health is responsible for monitoring health status and understanding health issues facing the community; using data and trends to analyze public health issues and communicating them to the public; providing people the skills and information they need to make healthy choices; protecting people from health problems & health hazards; educating medical providers on new & emerging health issues; leading public health emergency planning & response activities; engaging the community to identify & solve health problems; fostering & participating in community coalitions and professional networks; developing public health policies & plans; and enforcing public health laws & regulations.

Family Health Services operates 12 Federally Qualified Health Center (FQHC) Clinics that provide timely, high quality, culturally and linguistically appropriate comprehensive healthcare to the uninsured and underinsured residents of Solano County. Family Health Services satisfies the county’s mandate under Welfare and Institution Code 17000 in its provision of direct and supportive health care services to the medical indigent residents of Solano County.

Key functional areas include: communicable disease control; emergency services; health promotion and community wellness; public health laboratory; maternal, child & adolescent health; public health nursing; nutrition services; and health care services, including dental, primary care, and integrated mental health services.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

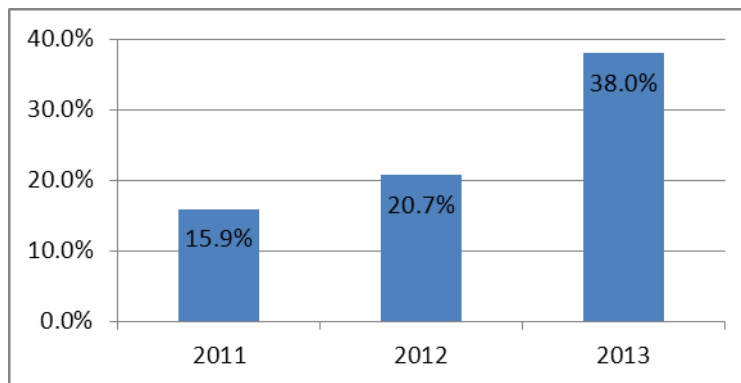
- The Division continues to reorganize bringing a substantial amount of adult mental health services into the division and integrating behavioral health services with primary care services.
- In FY2012/13 Family Health Services integrated with Touro University California (TUC) to provide health care services at the County clinics and provide thousands of Health and Social Services (H&SS) clients access to academic community healthcare. This collaboration has increased the access of H&SS clients to high-quality, cost-effective care by placing specialized Touro medical staff into county clinics. The joint venture will enhance community access to necessary services, while improving the health status of the communities served. Additionally, TUC medical students and TUC students in other healthcare fields will receive clinical training at the County’s clinics.
- Family Health Services, including two primary care clinics, the dental clinic, and two integrated care clinics, went live with the NextGen Electronic Health Record system in June 2012, moving from a paper client chart to electronic medical records.
- In July 2012, Family Health Services started the *Open Access Program*. For the first two hours of each day, the clinics are open for walk-in and Emergency Room (ER)/Hospital follow up appointments. By providing ER and Hospital follow-up appointments during *Open Access*, the no-show rate for these types of appointments went from 70% to 0%. The area hospitals and emergency departments expressed satisfaction with the program as the availability of appointments has improved dramatically.
- In July 2012, the Family Health Services pediatric team moved into its newly remodeled clinic at 2101 Courage Drive, Fairfield. The facility is the first county-run primary care facility dedicated exclusively to our Solano County pediatric residents.
- In September 2012, Family Health Services expanded dental and health care services to the North County region. In addition to Women, Infants, & Children (WIC) services in the Vacaville area, with the opening of the William J. Carroll Government Center in Vacaville residents have access to dental, health, and adult mental health services in the Vacaville area.
- The Solano Emergency Medical Services Cooperative is pleased to report that the two existing Level III Trauma Centers in Solano County, NorthBay Medical Center in Fairfield and Kaiser Foundation Hospital in Vacaville have continued to provide quality care and treatment closer to home. NorthBay Medical Center serves the south county area and Kaiser Foundation Hospital serves the north. Additionally, Kaiser Foundation Hospital in Vallejo was designated as a ST Elevation Myocardial

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Infarction Receiving Center in Solano County. Today Cardiac patients have two in-county options to receive state-of-the-art lifesaving treatment – Kaiser in Vallejo and NorthBay in Fairfield.

- In 2012, the Health Promotion & Community Wellness Bureau’s plan – “Strategic Prevention Plan for Alcohol, Tobacco, and Other Drug Prevention Fiscal Years (FY) 2012/13 – 2017/18”, was approved by the California Department of Alcohol and Drug Programs, preserving several million dollars in Substance Abuse Prevention and Treatment funds for the county.
- In 2012, Health Promotion & Community Wellness Bureau and Nutrition Services Bureau collaborated with funding from the Community Transformation Grant, to launch three contracts with partner agencies with the goal of reducing access to sugar sweetened beverages within Solano County.
- In 2012, Health Promotion & Community Wellness Bureau collaborated with Family Health Services to develop and implement a chronic disease prevention clinic protocol, policy, and procedure for identifying patients with high blood pressure and referring and linking them with Chronic Disease Self-Management Program resources in the community. This project positions Solano County to meet prevention goals and objectives stated in the Affordable Care Act.
- A Joint Powers Agreement approved in July 2012 formally added Yolo County to the service area of the Public Health Laboratory, assuring an additional \$150,000 in revenue. This successful expansion of our public health laboratory services generated interest from Marin County for a similar agreement to begin in FY2013/14.
- In 2012, the Public Health Laboratory received a grant from Centers for Disease Control and Prevention for \$105,500 to train public health microbiologists, and a Homeland Security Grant for \$68,000 to purchase a rapid molecular diagnostic system for bacterial agents of bioterrorism.
- In 2012, the Public Health Laboratory improved services by adding tests for rapid molecular detection of measles virus, 4th generation HIV screening, improved syphilis screening, and quantification of bacterial contamination in drinking water.
- In 2012, WIC continued to implement the breastfeeding peer counselor program. In its third year of operation, the program has seen its exclusive breastfeeding rates more than double, from nearly one in six (15.9%) in 2010 to one in five (20.7%) in 2011 to more than one in three (38%) in 2012.

Exclusive Breastfeeding Rates in the Solano County WIC Program
2011-2013



- The Maternal Child Adolescent Health (MCAH) - Black Infant Health (BIH) program is continuing to implement the California Department of Public Health recognized model using a multi-disciplinary team to deliver prenatal care coordination and case management services to pregnant and parenting African-American women. Through MCAH, the County will continue to provide the services in Vallejo only. Due to reduced funding, the program has scaled back the number of clients served and the service area.
- In 2012, Public Health Nursing - Family Strengthening Partnership, and Nurse Family Partnership implemented Persimmony, an electronic health record system that allows nurses to document client visits from off-site. In addition to providing numerous quality management reports, the new electronic system significantly streamlines the Target Case Management (TCM) revenue billing and collection process.

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- In 2012, the Maternal Child & Adolescent Health (MCAH), BabyFirst Solano (BFS) program started to implement the evidence-based home visiting services, Healthy Families America Program. Services include providing prenatal and postpartum services to women and teens in Solano County. In the past year, BFS also conducted approximately 750 substance abuse screens of pregnant women in Solano County, providing appropriate health education and resources to at-risk pregnant women. BFS has also successfully continued the “Go Before You Show” outreach campaign reaching thousands of Solano County residents and encouraging early prenatal care.
 - In addition to continuing to provide dental services through the mobile dental van, the Solano County Dental Clinic participated in the Second Annual Solano County Give Kids a Smile Day. An estimated 250 children received free dental services—a hundred more children were served in the second annual event.
 - The WIC and Dental Clinic partnership continued in Fairfield and Vallejo and was expanded to Vacaville and Dixon. A dentist and dental assistant conduct a fluoride varnish clinic for children ages one to five years of age.
 - Solano County Public Health and Child Welfare Services partnered on two important projects: 1) the Divisions collaborated to increase timely access to medical care for children in the foster care system; and 2) continued to implement Nurse Family Partnership (NFP), an evidence-based home visiting program, serving 156 new, high-risk mothers in 2012. In the third year of the NFP, the evaluation report found significant improvements in the lives of clients.
 - Solano County Health & Social Services coordinated with the Food Bank of Contra Costa and Solano to bring their new Community Produce Program to Tuolumne Street, Vallejo and Courage Drive/Beck Street, Fairfield. Starting in March 2013, the Community Produce Program will come to each location twice a month to distribute 18 pounds of fresh produce per household from a produce truck. Nutrition education, cooking demonstrations and tastings will also be provided.

WORKLOAD INDICATORS

- The Integrated Care Clinics (adult mental health) have increased access and the number of clients served from 1,900 adults in 2011 to 3,800 in 2013, and more than 1,000 urgent/crisis appointments were provided.
- During Fiscal Year 2011-2012, the addition of Yolo County to the Public Health Laboratory service area increased total water testing by 50% and rabies testing by 90%, providing an additional \$20,000 in revenue.
- In 2012, the Women, Infants, & Children (WIC) program served a monthly average of 10,824 pregnant women, postpartum women & children less than 5 years of age.
- In 2012, Health Promotion & Community Wellness conducted more than 55 safety assemblies, Bike Rodeos, and Walk & Roll events increasing awareness about safely riding and walking to and from school, reaching more than 12,811 students in 34 elementary schools within the county.
- In 2012, Health Promotion & Community Wellness in collaboration with the Area Agency on Aging Serving Napa and Solano Counties trained 19 community leaders who began facilitating Stanford University’s highly acclaimed Healthier Living, Chronic Disease Self-Management Program workshops throughout Solano County.
- In 2012, Health Promotion & Community Wellness, AIDS Education program provided 541 HIV tests and launched four new community testing sites.
- In 2012, more than 3,700 infectious diseases were reported and followed up on appropriately.
- During FY2011-12, Family Health Services increased its Partnership HealthPlan of California capitation to more than 13,000 patients—a 15% increase from the previous year.
- In 2012, approximately 3,500 home visits were made by public health nurses and home visitors to high-risk families—about 500 more visits than 2011.
- In 2012, California Children’s Services (CCS) opened 382 new cases for medically fragile children for a total caseload of 967 clients. The CCS Program, however, is facing challenges in processing timely referrals due to staffing shortages.
- In 2012, H&SS staff located at Solano Community College Student Health Center served 2,442 staff and students at the center for various health issues.

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- In 2012, the Immunization Program and nursing students administered 730 doses of Tdap and 1,905 doses of flu vaccine at several community held clinics, including libraries, senior centers, and other venues. In addition, the program provided 200 doses of Tdap and 2,460 doses of flu vaccine to local health care providers for administration.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for Health Services of \$62,168,206 represents an overall increase of \$1,466,793 or 2.4%, in increased revenues and a \$1,452,302, or 2.4% increase in appropriations when compared to the FY2012/13 Adopted Budget. The General Fund Contribution of \$1,531,706 remained the same. This budget is a combined budget for two health services operational areas – Family Health Services and Public Health.

Primary Funding Sources

The primary funding source for Family Health Services (FHS) are the 12 Federally Qualified Health Center (FQHC) Clinics, which base rates per encounter established by the site during the rate setting year. FY2010/11 was a rate-setting year for 2201 Courage Dr., Fairfield and 365 Tuolumne, Vallejo FQHC sites. FY2011/12 was an assessment year for 2101 Courage Drive, Fairfield, and 355 Tuolumne, Vallejo FQHC sites to determine if previously set reimbursement rates are still correct. FY2012/13 was a rate setting year for the Mobile Dental Van. FY2013/14 will be a rate setting year for the Vacaville FQHC site, 1119 E. Monte Vista Ave.

Other important funding sources for Family Health Services include the Healthcare for the Homeless Grant and the Ryan White (HIV/AIDS) Grant.

Funding sources for Public Health (PH) include various federal grants, fee-for-service, revenue contracts with colleges, other counties and private companies, and federal and state allocations. Programs using federal grants include Nurse-Family Partnership, Emergency Medical Services, and WIC. Programs using fee-for-service and revenue contracts include the PH Lab, Vital Statistics, Health Promotion and Education, and Student Health Services. Programs using federal and state allocations include Emergency Medical Services, TB Control, Communicable Disease, AIDS Surveillance, Bioterrorism, Family Planning, AIDS Community Education, Health Promotion and Education, Public Health Nursing, Childhood Lead, Immunization, California Children's Services, Child Health and Disability Prevention, WIC, and Maternal Child and Adolescent Health.

Primary Operating Expenses

Primary operating expenses for Health Services are: \$36,483,634 for salaries and employee benefits; \$8,068,032 for services and supplies; \$15,744,191 for other charges (including \$6,871,127 contribution to CMSP for services to residents and \$5,705,609 in contracts with providers for direct services); \$1,515,745 for other financing uses (POBs); \$10,436 for intra-fund transfers and \$346,168 for the following fixed assets:

- \$149,168 for a primary care van
- \$100,000 for a Qmatic Number System in Fairfield and Vallejo
- \$64,000 for dental equipment which includes 4 Carestream Digital Sensors, Pelton Crane Autoclave, compressor, and a vacuum pump
- \$5,000 for a WelchAllyn Propaq CS monitor
- \$11,000 for a Cell Counter for T-spot testing
- \$17,000 for additional NextGen software Licenses

The primary program operating expenses for Public Health (BU 7800) with Recommended Appropriations of \$24,740,691; Medical Services (BU 7588) with Recommended Appropriations of \$8,127,245 and Family Health Services (BU 7580) with Recommended Appropriations of \$29,300,270.

Summary of Division Budget

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DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Licenses, Permits & Franchise	11,150	10,120	11,150	1,030	10.2%
Fines, Forfeitures, & Penalty	411,849	546,570	546,570	0	0.0%
Revenue From Use of Money/Prop	4,063	4,500	4,500	0	0.0%
Intergovernmental Rev State	18,010,231	18,557,202	16,360,907	(2,196,295)	(11.8%)
Intergovernmental Rev Federal	11,682,540	11,283,933	12,015,501	731,568	6.5%
Intergovernmental Rev Other	399,448	1,030,405	1,578,262	547,857	53.2%
Charges For Services	12,805,679	25,771,353	28,069,202	2,297,849	8.9%
Misc Revenue	1,239,212	882,000	972,775	90,775	10.3%
Other Financing Sources	1,077,802	1,083,624	1,077,633	(5,991)	(0.6%)
General Fund Contribution	1,931,706	1,531,706	1,531,706	0	0.0%
TOTAL REVENUES	47,573,680	60,701,413	62,168,206	1,466,793	2.4%
APPROPRIATIONS					
Salaries and Employee Benefits	25,620,909	32,209,291	36,483,634	4,274,343	13.3%
Services and Supplies	5,148,076	8,268,192	8,068,032	(200,160)	(2.4%)
Other Charges	12,910,138	16,163,445	15,744,191	(419,254)	(2.6%)
F/A Equipment	44,746	349,063	346,168	(2,895)	(0.8%)
F/A - INTANGIBLES	449,663	92,673	0	(92,673)	(100.0%)
Other Financing Uses	1,339,295	1,453,844	1,515,745	61,901	4.3%
Intra-Fund Transfers	2,101,864	2,179,396	10,436	(2,168,960)	(99.5%)
TOTAL APPROPRIATIONS	47,614,691	60,715,904	62,168,206	1,452,302	2.4%
NET CHANGE	41,011	14,491	0	(14,491)	(100.0%)
STAFFING					
HEALTH SERVICES	232.8	291.55	316.4	24.85	8.52 %
TOTAL STAFFING	232.8	291.55	316.4	24.85	8.52 %

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Significant changes in revenue include:

The FY2013/14 Recommended Budget for the Health Services Division's operations reflect a \$1,466,793 net increase in revenues compared to the FY2012/13 Adopted Budget. The General Fund Contribution remains the same at \$1,531,706. The projected increases in federal and state revenues result primarily from increases in the PH Lab, Nutrition, Realignment, and Emergency Medical Services as follows:

- \$422,199 increase in the PH Lab to cover the expansion of services to Marin County;
- \$559,016 increase in the Nutrition allocation to cover expanded services for nutrition education and obesity prevention;
- \$286,336 increase in Realignment for Health Services, which includes \$92,095 in Social Services Realignment specifically designated for CCS;
- \$182,000 increase in Emergency Medical Services to provide consulting services to Napa, Yolo and Marin counties; and

Significant changes in appropriations include:

The FY2013/14 Recommended Budget for Health Services projects a \$1,452,302 increase in appropriations compared to the FY2012/13 Adopted Budget. The projected increase results from the following changes in current operations as a result of increases in allocated positions:

- 14.3 FTE requested to increase staff in Primary Care, Dental and Behavioral Health clinics. (Funded via FQHC revenue increases.)

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- 2.0 FTE requested to staff the expansion of District Nursing and Nutrition. Additional costs associated with the expansion include, but are not limited to, increased costs for county overhead, insurance, computers, medical supplies, and office supplies. (Grant Funds)
- 1.5 FTE requested to increase staff assigned to California Children's Services (CCS) program. These positions have been filled by contract in the past; however, the contractors are having difficulty in providing therapists on a regular basis. The Department proposes to bring the positions in house to provide continuity and consistency of care. (Revenue offset with grant funding.)

SUMMARY OF POSITION CHANGES

The following 17.8 FTE new positions are included in the FY2013/14 Recommended Budget in order to staff the William J Carroll Government Center (WJCGC) and the other FQHC Family clinics; and the expansion of District Nursing, Nutrition, and CCS. These positions are funded with FQHC revenue, increased Federal funding for Nutrition, Targeted Case Management (Medicaid) Revenue, Medi-Cal and a State allocation for CCS. No additional County General Fund is required.

WJCGC Primary Care Clinic (3 positions) funded with FQHC revenue:

- 2.0 FTE Medical Assistant (effective 10/1/13)
- 1.0 FTE Nurse Practitioner/Physician Assistant (effective 10/1/13)

WJCGC Behavioral Health (ICC) (4 positions) funded with FQHC revenue:

- 1.0 FTE Accounting Clerk II (effective 10/1/13)
- 1.0 FTE Psychiatrist (effective 09/1/13)
- 1.0 FTE Clinical Psychologist (effective 10/1/13)
- 1.0 FTE Medical Assistant (effective 10/1/13)

Fairfield Primary Care (4.3 positions) funded with FQHC revenue:

- 3.0 FTE Medical Assistant (effective 10/1/13)
- 1.0 FTE Nurse Practitioner/Physician Assistant (effective 09/1/13)
- 0.3 FTE Clinic Physician (Board Certified) (effective 07/07/13)

Vallejo Primary Care (3 positions) funded with FQHC revenue:

- 1.0 FTE Supervising Clinic Physician (Board Certified) (effective 10/1/13)
- 2.0 FTE Medical Assistant (effective 10/1/13)

Fairfield District Nursing (1 position) funded through Targeted Case Management (Medicaid) revenue:

- 1.0 FTE Public Health Nurse (effective 10/1/13)

Nutrition (1 position) funded with Federal revenue

- 1.0 FTE Supervising PH Nutritionist (effective 07/1/13)

California Children's Services (1.5 positions) funded through a State Allocation and Medi-Cal:

- 1.0 FTE Physical Therapist (effective 10/1/13)
- 0.5 FTE Occupational Therapist (effective 10/1/13)

PENDING ISSUES AND POLICY CONSIDERATIONS

There are a number of significant issues and policy considerations at the state and federal levels that may impact the Division of Health Services. At the federal level, the effects of Sequestration are still being evaluated. Sequestration may potentially result in significant reductions in federal funding for public health programs, including chronic disease prevention, WIC, nutrition

services, MCAH programs, emergency preparedness, immunization, childhood lead poisoning prevention, and communicable disease prevention.

The full impacts of the 2010 Federal Patient Protection and Affordable Care Act remain uncertain; however, with implementation effective January 1, 2014, FY2013/14 will be a challenging year. At the state level, both the Assembly and Senate have introduced bills to address the mandatory changes for healthcare reform, including the expansion of the Medi-Cal population to cover childless adults and to address insurance market reforms through administrative simplification and implementation of the health benefits exchange, Covered California.

The State is currently reviewing the components of the Affordable Care Act and discussing the options of state implementation versus county implementation for Medi-Cal expansion. The biggest uncertainty in these discussions at present concerns public health realignment funding (1991 public health realignment); it is unclear how much of the public health realignment funds will be diverted to the State to help pay for costs related to implementation of the Affordable Care Act.

Apart from these unknown financial impacts on the Health Services Division, the impacts of healthcare reform on the Division are expected to include an increase in the proportion of clients served in the Family Health Services Clinics who have health insurance and are, therefore, able to pay for clinical services, and a modest increase in the number of clients served in the Clinics. The FHS Clinics are preparing to absorb this increase.

Other notable pending issues for the Division in FY2013/14 include expansion of the Napa-Solano-Yolo regional Public Health Laboratory to include Marin County, and designation of a Level II Trauma Center for Solano County.

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DIVISION PURPOSE

The Social Services Division has 17 major programs primarily providing services in the following major categories: Employment and Eligibility Services (E&ES), which includes Welfare Administration, and Child and Adult Resources and Services (CARES). In addition, the Social Services Division is also responsible for In-Home Supportive Services (IHSS) Public Authority Administration (BU 7690).

Employment and Eligibility Services

Employment and Eligibility Services contributes to Solano County residents' well-being by administering safety net public assistance and employment services programs. E&ES promotes self-reliance by assisting low-income families and individuals with obtaining employment, access to health care, and food and cash assistance.

Child and Adult Resources and Services Division (CARES)

CARES was created in FY2012/13 to consolidate Child Welfare Services (CWS) and Older and Disabled Adults Services (ODAS), which also includes the Public Guardian functions.

CARES - Child Welfare Services

The program is a state-supervised, county-administered program. The program's purpose is to respond to allegations of child abuse and neglect and determine the appropriate response which can include short term services or action to bring the family into the CWS system. Families in the child welfare system receive services so that children can remain safely in their homes or that children who are temporarily removed from their homes can safely reunify with their families. For cases in which children are unable to reunify with their families, efforts are made to find a permanent home through adoption or guardianship. CWS services are mandated pursuant to state and federal laws, e.g., Title IV of the Social Security Act, and Chapter 978, California Statutes of 1982.

CARES - Older and Disabled Adult Services

The Older and Disabled Adult Services (ODAS) division provides interdisciplinary services to the elderly and disabled who are among of the County's most isolated and vulnerable citizens. ODAS focuses on comprehensive, integrated assistance for older and disabled adults, including the services provided through the Public Guardian functions.

FUNCTION AND RESPONSIBILITIES

Employment and Eligibility Services

The E&ES program provides public assistance to Solano County residents and assists recipients to achieve self-sufficiency. As of December 31, 2012, 80,611 County residents, or 19.5% of the County population were receiving public assistance benefits, up from 60,523, or 14.7%, five years earlier. These benefits have a significant impact on the County's economy.

CARES - Child Welfare Services

Child Welfare Services provides four traditional service components of the program established through state legislation (Senate Bill 14) enacted in 1982 to implement federal requirements under Public Law 96-272: 1) Emergency Response, 2) Family Maintenance, 3) Family Reunification, and 4) Permanent Placement.

- Emergency Response investigates allegations of neglect or abuse of children and decides whether children can safely remain in their own home. Emergency Response may initiate a service plan to reduce risk factors sufficiently to allow children to remain at home or, if this is not possible, will complete the legal documentation to request the Juvenile Court to order the children into foster or relative care. Emergency Response is available 24 hours a day, seven days a week, to respond to situations in which a child is at imminent risk of abuse or serious neglect.
- Family Maintenance provides time-limited intensive services to families in crisis to prevent or remedy abuse or neglect, allowing social workers to work with the family while keeping the child in the home. Such services can be provided either on a voluntary basis or under the jurisdiction of the Juvenile Court.
- Family Reunification provides time-limited intervention and support services to parents while the children are in foster care to make the family environment safe for the child to return.

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- Placement Services offers children who are removed from their families a variety of placement settings that allow for a safe, less restrictive, environment to meet their needs and, to the extent possible, allow them to remain in their own schools and communities. These settings include the homes of relative/non-related extended family members, foster family homes and agencies, and group homes.
 - Foster Care Eligibility determines the eligibility and funding source that pays for out-of-home placement for children who are placed in foster care by Child Welfare Services and Probation. As part of the eligibility process, foster children are enrolled in Medi-Cal.
 - Permanency Placement provides services to those children who cannot return to a parent's custody and for whom no adoptive parents or legal guardians can be found. Permanency Placement services are meant to ensure that these children can grow up in a permanent, safe and secure living arrangement. They include an array of services for foster and former foster youth designed to implement permanency planning as quickly as possible upon their entry into foster care and to aid them in transitioning to a successful emancipation. Additionally, permanency placement provides services to transitional aged-youth up to 21 years of age.
 - Adoption assists children removed from their homes due to abuse or neglect and who are unable to return to live with their parents. The full range of adoption and support services include concurrent planning, placement of children in adoptive homes, and post-adoptive services to the adopting family and children.

CARES - Older and Disabled Adult Services

ODAS is responsible for the In-Home Supportive Services (IHSS) program, Adult Protective Services (APS), and the Public Guardian/Administrator Office. IHSS is an entitlement program which provides domestic and personal care services to low-income elderly or disabled persons who, without these services, are at risk for out-of-home placement. APS works with and on behalf of elderly or dependent adults who are being abused or neglected (including self-neglect) and operates on a 24-hour-a-day, seven-day a week schedule. The Public Guardian's Office provides personal and financial services to individuals who have been conserved by the Court and who are unable to care for themselves and/or not able to manage their own affairs. The Public Administrator's responsibilities are to search for next-of-kin, to authorize the disposition of decedents' remains, and to oversee the distribution of decedents' estates when they have left no direction and/or executor for that purpose.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Employment and Eligibility Services

- E&ES continued implementing "self-service" initiatives to leverage technology and allow interested applicants and recipients to access services without having to visit an office. E&ES has encouraged use of Benefits CalWIN, for Solano County residents to apply for CalFresh, Medi-Cal, and CalWORKs benefits online. Solano residents can also submit CalFresh periodic reports and annual renewals electronically. From July 2012 through December 2012 online applications in all programs totaled 3,239 out of total applications including Face to Face and Mail in Applications of 20,331, accounting for 16% of the applications, an increase from last year's 11%. It must be noted that online applications take nearly as long as face to face applications to process hence do not constitute significant staff time savings. However, online applications provide convenience for Solano County residents and also reduce intake lobby traffic. The 24/7 automated inquiry line (Access CalWIN) provided clients with frequently requested information without the need for staff intervention. In January 2013 out of 32,648 calls, 9,103, or nearly 28% were handled by the automated system without staff intervention. E&ES has implemented use of Self Service Kiosks for clients to scan their documents into E&ES Imaging system in several County lobbies. The demand for this technology is increasing. When the self-service kiosks were implemented in May 2012, 1,099 clients used the kiosks in the first month; since then their use has doubled. In January 2013, 2,083 clients used the self-service kiosks. Kiosks reduce the heavy demand on E&ES Reception staff, who serve more than 17,000 families per month and the Division will be looking for additional locations to provide the access services.
- In December 2012, E&ES issued more than \$9.1 million in cash and Federal food benefits, generating nearly \$13.4 million in local economic activity, as recipients paid rent and bought food with these funds. In December 2012 E&ES provided cash aid to more than 6,000 families and over 17,500 individuals, food assistance to more than 20,500 families per month, or more than 43,000 individuals, and medical coverage for more than 32,000 families, or nearly 80,000 individuals.
- In February 2013, Solano County received an award for serving the highest proportion (88.9%) of eligible CalFresh

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recipients among medium sized counties in California in 2011, reflecting staff's focus on serving families in Solano County who are struggling to put food on the table.

- E&ES was able to make a slight improvement in the Welfare to Work (WTW) Work Participation Rate (WPR) from 19.7% for Federal Fiscal Year FFY2010/11 to an un-weighted WPR of 22.7% for FY2011/12. This remains a low rate mainly due to the continued high local unemployment rate and state budget saving measures that exempt more parents from participation in Welfare to Work activities, but do not exclude them from the Federal WPR calculation of a WPR of 50% or above. To improve Solano County's WPR, E&ES staff changed the work process by forming specialized WTW caseloads. This change was implemented in November 2011. Since that time the WPR has improved slightly. E&ES is looking into best practices of a few California counties that have achieved WPRs of more than 50%. Some counties successful in achieving 50% or above have dedicated Quality Assurance employees targeting the state sample which measures the Work Participation Rate.
- During an audit in August 2012, the California Department of Social Services commended Solano County for meeting state performance measures in processing applications timely. In January 2013 the timeliness in processing emergency food applications - Expedited Services – was 97%, where 860 out of 887 Expedited Services applications were processed timely; however, E&ES is making every effort to ensure that no applicant has to wait longer than 3 days to receive emergency food assistance. The high rate of timeliness in providing emergency food service is due to E&ES' use of proactive daily reports that prioritize Expedited Services cases for each supervisor and monitor their unit's timely completion. However, in prioritizing to meet the needs of families seeking emergency food assistance, other work is left undone or is delayed which is being addressed with additional funded staff positions in FY2013/14.
- In August 2012, the California Department of Social Services conducted an audit of the CalFresh program and commended Solano County for its customer service and meeting state standards in timely application processing, issuance accuracy, but cited the agency for errors in discontinuances and denials. E&ES has implemented corrective actions to address the negative action errors. This error is largely due to the need to prioritize staff time toward serving customers who are eligible for benefits. It is also due to an increase in denials and discontinuances as many more people who are ineligible are applying for benefits.
- In 2012 E&ES succeeded in imaging a sizeable portion of paper case files using the imaging system that was successfully launched in June 2011. New documents are imaged at the point of entry (primarily reception windows and mail), and are then electronically routed to the case worker for processing. This gives case workers immediate access to the information submitted, and is particularly helpful for the Benefits Action Center, as documents submitted in a regional office are immediately available, eliminating the prior need for routing and mail delivery. This system has also provided the versatility to shift work between offices without having to move staff to assist those offices that experience a peak in demand. Additionally, the imaging system creates "tasks" for most documents, allowing staff to readily see their pending work, and allowing supervisors to more easily re-assign work when staff are absent. During the first half of FY2012/13 the clerical unit imaged a monthly average of nearly 48,000 documents.
- As demand for services increase, creating competing priorities, and with state/federal performance measures staff must sometimes compromise quality and timely processing to meet immediate customer needs. The FY2012/13 year to date CalFresh error rate of 10.35% is of concern to the State, and if similar error rates occur during the remainder of the year the State of California may impose sanctions. The increasing challenges and the Affordable Care Act expansion of Medi-Cal necessitate increases in staffing for timely and accurately processing.
- The primary impact of the Affordable Care Act (ACA) on Social Services will be in the area of Employment and Eligibility Services. Employment and Eligibility is responsible for the eligibility determination and enrollment processes. Solano County as part of the 18 County CalWIN Automated Eligibility System Consortium, will be expected to answer calls transferred from Covered California call centers (warm handoff) within 30 seconds 80% of the time, and fully process applications on a single call. Counties within the consortium have been addressed to anticipate need to prepare to operate extended hours of 8 AM – 8 PM Monday – Saturday (during open enrollment periods – Oct/Dec) and 8 AM – 6 PM Monday – Friday, 8 AM – 5 PM Saturday (non-open enrollment). Additionally, the ACA has provisions requiring horizontal integration, and the County is expected to evaluate and process all applications for Medi-Cal and other benefit programs concurrently (CalFresh and CalWORKs).

CARES - Child Welfare Services (CWS)

- Child Welfare staff implemented Safety Organized Practice (SOP) which educates workers and families how to focus on family strengths and safety so that children can stay in their homes.
- CWS has offered Intensive Family Maintenance Services to an average of 65 children per month all of whom remained safely in their own homes thus reducing foster care costs as well as trauma to children and families.
- Recently enacted Assembly Bill AB 12 extends assistance to children in foster care until their 21st birthday and has been fully implemented in Solano County. CWS currently serves 21 young adults who continue to receive assistance and support in transitioning to independence.
- According to Children’s Research Center, Solano County remains in the top 10 in the state for the completion of actions under the Structured Decision Making model.

CARES - Older and Disabled Adult Services

- This year the county is participating in the first phase of a state-wide effort to implement the new payroll and case management system for In-Home Supportive Services. The new system provides a number of operational improvements, but in the short-run will increase phone calls to the department by 30% for a number of months. Existing resources are being reconfigured to help alleviate this significant increase in temporary demand.
- The fraud detection unit in ODAS works in collaboration with Special Investigations Bureau (SIB) to detect and prevent fraud. The services are vital to controlling cost in the IHSS program as the number of IHSS cases has been growing as have the complexity of these cases. In FY2011/12 the fraud unit has generated a cost savings of \$2,014,900. This is the amount of money that would have been paid for services had they not caught the fraudulent activity.

WORKLOAD INDICATORS

During the period of July 1, 2012 – December 31, 2012, staff reported the following workload:

Employment and Eligibility Services

- Each month on the average staff received and processed 7,649 applications for benefits, approved 4,187, denied 3,069, handled 6,752 customer calls at the Benefits Action Center (BAC), and completed 17,862 tasks during the period July 1, 2012 through December 31, 2012. As compared with previous year’s July 1, 2011 through December 2011, applications are up 2.7%, approvals are up 0.6% and denials increased by 5.7%. Telephone calls to staff at the BAC have decreased by 3.5%, which is attributed to specialized projects that prioritize processing client status reports that when not processed timely result in increased call volume. Because this effort has saved staff phone time, staff was able to complete 5,498 more tasks per month, which is 44.4% increase in task completions when comparing July through December 2011 to July through December 2012. E&ES continues to redesign and streamline business processes, implement “self-service” options, and enhance technology in an effort to meet ever-increasing customer demands.

CARES - Child Welfare Services

- Received a monthly average of 318 calls of suspected child abuse and neglect, investigated monthly average of 131 cases and provided short term services when needed.
- Provided a monthly average of 65 children with Intensive Family Maintenance Services to maintain them safely in their own home.
- As of 1/31/13, supervised 439 children in out of home placements. Of this number 100 children resided with a relative, 155 children resided in a Foster Family Agency home, 24 children in a state licensed home, 41 children in a group home, 104 with a guardian and 15 children in a specialized placement.
- Processed over 80 court documents monthly involving children under the jurisdiction of the Juvenile Court.
- Provided approximately 150 monthly supervised visits between children and their parents in our Visitation Center.
- Processed approximately 12 requests monthly for requests to be relative providers.
- Finalized over 30 adoptions in 2012.

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CARES - Older and Disabled Adult Services

- Provided services to approximately 3,000 IHSS recipients and processed background checks and provided in-person orientations or printed materials for about 1,015 in-home care providers and served a total of 4,300 providers
- Investigated an average of 120 reports of adult abuse and neglect each month (an increase of 6% from the last year).
- Public Guardian's Office provided services to an average of 171 (in increase of 6% from last year) conserved clients each month and 70 public administration cases each month (an increase of 17% from last year).

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the Social Services Department of \$90,470,721 reflects an overall increase of \$6,785,230 or 8.1% in revenues and \$6,736,357 or 8% in appropriations when compared to the FY2012/13 Adopted Budget. The County General Fund contribution of \$5,168,557 has been reduced by \$487,418 or 8.6% as part of the implementation of County General Fund reduction strategy.

Primary Funding Sources

The primary funding sources for Social Services' 17 major programs are State Allocations and Federal funds. Federal funding includes: Title IVE (Foster Care and Adoptions Assistance); Title XIX (Medi-Cal); TANF (Temporary Assistance for Needy Families (known as CalWORKs)); Title XX (Community Services); Title IVB (Promoting Safe and Stable Families (PSSF) & Child Welfare Services Emergency Assistance; and funds from the Dept. of Agriculture (CalFresh).

The State funds are used for the following programs: In-Home Supportive Services, CalWORKs, County Medi-Cal Services Program (CMSP) and CalFresh Eligibility. The State of California 2011 Public Safety Realignment legislation diverts 1.0625 cents of sales tax revenues from the State to the counties for the State's share of cost for Adoptions, Child Welfare Services, Foster Care Administration, Child Abuse Prevention, Intervention and Treatment (CAPIT), Transitional Housing Program Plus, Independent Living Program, Adult Protective Services and State Family Preservation. The net effect of this new funding mechanism is that the County is now responsible for 100% of the non-federal share of cost in realigned programs. The County has a required share of cost for most of these programs, with the exception of ILP, Promoting Safe and Stable Families, Medi-Cal and CMSP. CalWORKs and CalFresh share County Maintenance of Effort (MOE) of \$1,870,052. Once this CalWORKs MOE is met, the funding for these two programs is 100% State and Federal Funds.

Primary Operating Expenses

Primary costs for Social Services (BU 7680) are: \$58,484,141 for salaries and employee benefits; \$10,495,578 for services and supplies; \$12,354,827 for other charges which include A-87 charges; \$67,450 in fixed assets which includes \$57,400 for an automated noticing system to track court hearings and CWS activities along with \$10,000 for an interactive voice response system in ODAS; \$2,447,352 for other financing uses; and \$6,621,373 in intra-fund transfers. Costs of \$697,834 for IHSS Public Authority Administration are described separately in Budget unit 7690.

The primary program costs are as follows:

Employment and Eligibility (BU 7650) with recommended Appropriations of \$52,288,683. Staff accounted for within this cost center include eligibility workers, employment resource workers, supervisors, clerical staff, accounting staff, managers and administrators dedicated to eligibility determination and welfare-to-work programs, including CalWORKs, Medi-Cal, CMSP, CalFresh, Refugee and General Assistance.

Welfare Administration (BU 7545) with recommended Appropriations of \$6,603,036. Staff accounted for within this cost center include welfare fraud investigators, appeals specialists, accounting staff, clerical staff and an administrator who receive reports of potential fraud in all social services programs, conduct investigations on these reports and also hear appeals from clients regarding decisions made on benefits for assistance programs and IHSS services. Also accounted for within this cost center are clerical and accounting staff that handle fiscal disbursement functions for the assistance programs. Additionally, the quality control unit within this cost center includes employment resource workers and a supervisor who review case files for compliance with regulations, primarily for CalWORKs and CalFresh programs.

Child Welfare Services (BU 7600) with recommended Appropriations of \$19,137,322. Staff accounted for within this cost center include the social workers, supervisors, clerical staff, eligibility workers, managers and administrators dedicated primarily to child

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protective services, serving families at risk of having their children removed from their custody, and the children who are placed in foster care. Other programs administered are Foster Care Eligibility, Adoptions, Supportive and Therapeutic Options, Family Preservation services, Wrap Around Services, Child Abuse Prevention and contracted Community Services.

Older Disabled Adult Services (BU 7640) with recommended Appropriations of \$9,004,762. Staff accounted for within this cost center include social workers, clerical staff, accounting staff, nurses, supervisors, managers and administrators dedicated to providing In-Home Supportive Services (IHSS), Adult Protective Services (APS), and Public Guardian functions.

Special Projects (BU 7675) with recommended Appropriations of \$3,436,918. This cost center includes no permanent staff; an Extra Help contract employee assists with the implementation of CMIPS, a new IHSS payroll and case management system, whose costs are funded through a contract with the State. It includes the cost for the Transitional Housing Assistance Program for emancipated foster youth. The CalWIN computer system, used to determine eligibility for Assistance Programs, is also budgeted in this cost center and includes the contract with Hewlett Packard and other associated costs covered by the CalWIN allocation.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	3,325	4,000	3,500	(500)	(12.5%)
Intergovernmental Rev State	40,061,792	40,409,539	44,926,329	4,516,790	11.2%
Intergovernmental Rev Federal	28,668,193	36,363,984	39,608,802	3,244,818	8.9%
Charges For Services	1,017,979	1,251,993	703,451	(548,542)	(43.8%)
Misc Revenue	1,767	0	60,082	60,082	0.0%
General Fund Contribution	6,821,868	5,655,975	5,168,557	(487,418)	(8.6%)
TOTAL REVENUES	76,574,924	83,685,491	90,470,721	6,785,230	8.1%
APPROPRIATIONS					
Salaries and Employee Benefits	48,289,144	52,472,717	58,484,141	6,011,424	11.5%
Services and Supplies	8,945,997	10,255,182	10,495,578	240,396	2.3%
Other Charges	9,874,288	13,398,645	12,354,827	(1,043,818)	(7.8%)
F/A Equipment	6,515	79,504	67,450	(12,054)	(15.2%)
Other Financing Uses	4,287,618	2,292,134	2,447,352	155,218	6.8%
Intra-Fund Transfers	5,140,356	5,236,182	6,621,373	1,385,191	26.5%
TOTAL APPROPRIATIONS	76,543,918	83,734,364	90,470,721	6,736,357	8.0%
NET CHANGE	(31,006)	48,873	0	(48,873)	(100.0%)

STAFFING					
SOCIAL SERVICES DEPARTMENT	535.8	560.65	609.25	85.70	7.87 %
TOTAL STAFFING	535.8	560.65	609.25	85.70	7.87 %

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The FY2013/14 Recommended Budget for Social Services projects a \$6,785,230 net increase in revenues compared to the FY2012/13 Adopted Budget primarily due to increased funding for Health Care Reform implementation offset by a decrease in County General Fund contribution of \$487,418.

H&SS Social Services Department has reduced County General Fund by \$487,418 due primarily to the following factors:

- A \$170,000 decrease for ODAS Administration of the In-Home Supportive Services (IHSS) Program, resulting from the implementation of the IHSS Maintenance of Effort (MOE). Effective July 1, 2012 the In-Home Supportive Services (IHSS) Administration allocation was established, pursuant to Senate Bill 1036 and amended by Assembly Bill 1471. The county general fund requirement for the IHSS allocation for FY2013/14 is capped at \$646,511. Any expenditures above the capped amount are paid with State funds.
- A \$218,000 decrease is to cost of General Assistance administration.

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- A \$66,265 General Fund Contribution reduction in the Public Guardian's office due to increases in collections of fees and a lower cost of program operations due to inclusion of this program in the County Expense Claim for ODAS to State and Federal agencies.
- Revenue transfer from the County Children's Trust Fund (CCTF) is reduced by \$28,361. The Children's Alliance implemented this reduction in order to cope with the continuing decline of revenue donations and collections in part due to reduced CCTF birth certificates requests.

State and Federal revenues include an increase of \$7,761,608 due to increased funding for cost increases in Eligibility and Employment to provide sufficient staffing for current operations and to address the anticipated staffing needs for Health Care Reform; Federal revenue increases in Title IVE revenue and Title XIX Health related revenue for CARES programs. Revenue generated for social services programs is reimbursed by the Federal Government and State based on the combination of actual eligible hours worked by staff in specific program areas to provide services to clients. An increase in staffing has the potential to increase eligible hours worked providing services and an associated reimbursement for those hours. The Department projected increase assumes that the State will continue to provide adequate funding for the Health Care Reform implementation operations.

2011 Realignment revenue includes funding formerly provided through State General Fund allocations for Child Welfare Services (including all components and programs such as State Family Preservation and the Transitional Housing Program for foster youth), Adult Protective Services, Foster Care Administration, CAPIT (Child Abuse Prevention, Intervention and Treatment), Independent Living Program and Adoption Services. The FY2012/13 level of funding mirrored the amounts allocated in FY2011/12. The methodology for the distribution of the 2011 Realignment funding changed in FY2012/13, and the Counties were given a set percentage of the projected State revenue to cover all of the realigned programs. The percentage assured that Counties would not receive any less funding than the 2011 Realignment funding distributed through the AB 118 formulas and percentages in FY2011/12. 2011 Realignment is projected to increase in FY2013/14 by \$950,285 reflecting projected increases in sales tax receipts and the County may see an increase in its funding.

The FY2013/14 Recommended Budget for Social Services projects a \$6,736,357 net increase in expenditures compared to the FY2012/13 Adopted Budget. The projected increase results from the following changes in current operations:

- Salaries and Benefits are the largest portion of this increase accounting for a net \$6,011,424 increase due the addition positions in the Third Quarter and Recommended Budget: The positions provide additional staff to address the impact of current and pending caseload increases. The most significant factors are the cost of salaries of \$3,247,763 a \$808,817 increase in retirement costs, a \$1,592,796 increase in employer's health insurance costs and a \$335,729 increase in Salary Savings, offset by a \$102,135 decrease in Extra Help costs.
- Contracted and direct client services decreased by net \$360,121 primarily due to a \$1,035,008 reduction to the CalWORKs child care contract and a \$226,819 decrease to transportation services, offset by a \$911,416 increase in contracted services for Emergency Foster Care, CalLearn and Short Term Employment (STEP) contracts.
- Charges from other Departments increased by \$278,087 primarily due to a \$194,691 increase in charges to CWS from County Counsel, \$99,000 increase for small projects, and \$69,164 increase for postage, partially offset by \$92,821 decrease in General Services Charges.
- Due to a reallocation of A-87 overhead charges at the direction of Auditor and State Controller costs decreased by \$962,449.
- Fixed Assets decreased by \$12,054. CWS is re-budgeting \$57,450 for cost of purchasing equipment for the electronic court noticing project that has not been implemented in FY2012/13.
- HSS Department Overhead increased by \$1,432,289 due to overall cost increase for A-87 Plan costs, costs for the HSS Administration Division as a result of a projected shift of overhead costs based in the FY2013/14 new position requests.

SUMMARY OF POSITION CHANGES

Changes in the Division's position allocations since the adoption of the FY2012/13 Budget are provided below:

Summary of Division Budget

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Employment and Eligibility Services:

Extended:

- 4.0 FTE LT filled positions as medical backfills.

In January 2013, as part of the Mid-Year Report, the Board approved the following:

Add/Delete:

- Delete 2.0 FTE Eligibility Resource Specialists(ERS) I/II
- Add 2.0 FTE EBS III

In May 2013, as part of the Third Quarter Report, the Board approved the following: (Revenue offset with State and Federal funds)

Converted:

- 24.0 Limited Term FTE to regular positions
- 2.0 FTE Eligibility Benefit Supervisors
- 12.0 FTE Eligibility Benefit Specialists (EBS) I/II
- 10.0 FTE EBS I positions (trainees).

Added:

- 22.0 FTE New Positions as the first stage to prepare for ACA
- 20.0 FTE Eligibility Benefit Specialist (EBS) I/II
- 2.0 FTE Office Assistant II

Child Welfare Services: (Revenue offset with State and Federal Funds)

Converted:

- 1.0 FTE Social Services Supervisor to regular full time position
- 7.0 FTE Social Worker III to regular full time positions

Moved between Social Services Divisions (Welfare Administration Division 7545 to CWS Division 7600)

- 1.0 FTE Clerical Operations Supervisor
- 1.0 FTE Office Assistant III
- 2.0 FTE Office Assistant II

Older and Disabled Adult Services: (Revenue offset with State and Federal Funds)

Converted:

- 2.0 FTE LT Social Worker III to regular full time positions

Added:

- 1.0 FTE Social Worker III's

FY2013/14 POSITION CHANGES

In order to meet an anticipated increase in eligibility determination and enrollment, and on-going eligibility verification to meet the ACA requirements, Social Services Employment and Eligibility is requesting additional positions to serve the estimated 6,000 additional families. The positions will be funded with State and Federal revenue reimbursements. The positions will need to

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work varied hours of operation to comply with State Call Center Exchange hours of operation and may need to be deployed in alternate locations to be more effective in the outreach and enrollment efforts.

The department is requesting 23.0 FTE positions to prepare for ACA support. (Revenue offset with State and Federal Funds).

- 8.0 FTE Eligibility Benefits Specialist IIs (effective 7/7/13)
- 5.0 FTE Office Assistant IIs (effective 7/7/13)
- 4.0 FTE Eligibility Benefits Specialist IIIs (effective 7/7/13)
- 4.0 FTE Eligibility Benefits Specialist Supervisors (effective 7/7/13)
- 1.0 FTE Clerical Operations Supervisor (effective 7/7/13)
- 1.0 FTE Employment/Eligibility Service Manager (effective 7/7/13)

Social Services is anticipating a potential increase in appeals related to new applications and is therefore requesting one additional Appeals Specialist position.

- Add 1.0 FTE Appeals Specialist (effective 10/1/13)

The CARES Older and Disabled Adults program is requesting to add 1.0 FTE Social Worker III, to address workload related to new assessments and compliance with time requirements for initial home visits and documentation which is revenue offset.

- Add 1.0 FTE Social Worker III (effective 10/1/13)

Child Welfare Services is requesting to add 0.10 FTE Office Assistant to bring a 0.40 FTE to a 0.50 FTE and create a part time Office Assistant position. The position is revenue offset.

- Add 0.10 FTE Office Assistant II (effective 7/7/13)

PENDING ISSUES AND POLICY CONSIDERATIONS

The Department of Health and Social Services is tracking a number of Federal/State proposed legislation changes which have the potential to further impact the County in the next coming fiscal years including:

- 2011 Realignment funding for Foster Care, Adoptions, Child Protective Services, and Adult Protective Services now have a dedicated funding source from sales tax due to revisions made by SB 1020 to Assembly Bill AB 118 and ABX1. Each county has a set percentage, based on FY2011/12 expenditures. The total amount of funding generated by this funding mechanism may vary based on sales tax receipts; however, the percentage share to each County is fixed. The State no longer has a share of program costs, and Counties assume the risk of not having sufficient funding for cost increases, especially in the Assistance programs where the services are mandatory and the County has no discretion in the eligibility factors that require a county to provide the mandated services to eligible clients.
- 2011 Realignment not only shift/realigned public safety to counties, it also shifted Mental Health 1991 Realignment funds to pay for a portion of the State's share of CalWORKs Assistance grants. This funding source remains flat as established in FY2011/12. If the amount allocated does not cover the full cost of the CalWORKs assistance grant, the State provides State General Fund to cover the State share of cost. The County's share of CalWORKs assistance is still 2.5%, and has not changed.
- Assembly Bill (AB) 12 recently extended assistance to children in foster care until their 21st birthday. To date 20 Solano youth have chosen to continue in the Foster Care Program. Because implementation of the legislation began in 2012, and the State and the Counties have very little experience with the types of services and needs this population are unclear. In FY2012/13, the Legislature added \$18.2 Million to the Statewide Protective Services 2011 Realignment account for this expansion of the Foster Care Program.
- Affordable Care Act (ACA) is a major change that will have impacts on all aspects of the health care delivery system. The State of California is in the process of developing the parameters of its implementation, so it is difficult to properly analyze or project the impacts at this time. The impact on E&ES is an estimate based on projected population and the assigned responsibility to perform eligibility determination and resource requirements. There will be an expansion of the existing

Medi-Cal eligibility to include those childless adult Solano County residents whose income is below 138% of the Federal Poverty Line (FPL). CWDA estimates that an additional 5,797 new individuals, or 4,831 families, may be eligible based on the Medi-Cal expansion. Additionally, currently eligible clients who are not enrolled may choose to enroll due to ACA's requirement that all people have insurance coverage or pay a penalty. CWDA estimates 3,108 individuals or 1,243 families may be added due to this factor. The total increase is estimated to be 8,905 individuals or 6,074 families. It is anticipated that the County will be expected to answer calls transferred from Covered California call centers (warm handoff) within 30 seconds 80% of the time, complete the application process in one call, and perhaps take calls for other counties within an automated system consortia to meet required service levels. State Exchange hours are set for 8 AM – 8 PM Monday – Saturday (during open enrollment periods, Oct-Dec) and 8 AM – 6 PM Monday – Friday, 8 AM – 5 PM Saturday (non-open enrollment). ACA provisions also require horizontal integration, the County is expected to evaluate all applications for Medi-Cal for other benefit programs (CalFresh and CalWORKs). Counties will be the "In Person" option for Exchange Subsidy (advanced premium tax credit) initial eligibility determination and health plan selection and enrollment and health plan selection and enrollment for non-subsidized insurance through Covered California.

CARES – Child Welfare Services

- In 2002, a class action lawsuit (Katie A v. Bonta) was filed in federal district court concerning the availability of intensive mental health services to children in California who are either in foster care or at imminent risk of coming into care. A settlement agreement was reached in the case in December 2011, and child welfare and mental health leaders from state and local levels are working together to establish a sustainable framework for the provision of an array of services that occur in community settings and in a coordinated manner. Requirements include Intensive Care Coordination, provision of Intensive Home Based Services and Therapeutic Foster Care as State guidelines are completed in FY2013/14 the department will provide an update to the Board on potential requirements.

BUREAU PURPOSE

On March 5, 2002, the Solano County Board of Supervisors established an In-Home Supportive Services (IHSS) Public Authority to act as the employer of record for In-Home Supportive Services providers. Health and Social Services (H&SS) Social Services Division through an Memorandum of Understanding (MOU) with the IHSS Public Authority Board provides the administration for the IHSS Public Authority. This budget unit was established to track revenues and expenditures for staff positions and other operating costs affiliated with the administration of the IHSS Public Authority.

FUNCTION AND RESPONSIBILITIES

Social Services dedicates staff and operating expenditures in this budget to fulfill the requirements for administering an IHSS Public Authority. Responsibilities include: a) operating a Provider Registry to match screened providers with IHSS recipients; b) providing training for IHSS providers and consumers; c) acting as the Employer of Record for providers to conduct collective bargaining for wages and benefits; d) administering the IHSS provider health plan benefits, e) providing support to the IHSS Public Authority Advisory Committee; and f) performing any other functions as may be necessary for the operation of the Authority.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

H&SS in its role as staff support for the PA, provided services to the community in various areas of responsibility.

Accomplishments include:

- Maintained an average of 213 available providers on the Registry to match with IHSS recipients. Given the average population of IHSS consumers is 2,957, the average available providers is below the commonly established 10% goal. The Public Authority is not able to keep pace with attrition to add providers. Even though 9-10 providers are added every few months, it does not keep pace with the number of providers who fall off the Registry for various reasons.
- Provided over 6,000 IHSS consumers and providers access to training and information through the launching of a website, distribution of a newsletter, and annual outreach conference. Providing actual training has been an ongoing challenge given the diminishing resources of both governmental and non-governmental entities.
- Had a 52% success rate in matching available providers with IHSS consumers within 20 days, despite having less staff to provide services. The reduction in staff the PA since 2010 due to State funding reductions resulted in an increased time to match by 5 days, and in the inability to provide enhanced services to difficult-to-serve or limited-English speaking consumers.

WORKLOAD INDICATORS

During the period of January 2012 through December 2012, H&SS Public Authority staff received and processed 350 referrals from Older and Disabled Services program, resulting in 220 successful matches between providers and consumers. During the same time period PA staff assisted in the transition of provider enrollment activities to the IHSS program by providing orientation and fingerprint processing for over 1,000 individuals; and received and processed health benefits paperwork for an average of 630 IHSS providers per month, as well as maintained a waiting list of over 450 IHSS providers.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$697,834 for IHSS Public Authority staff and operating costs represents an overall increase \$145,149, or 26.3% in revenues and \$146,173, or 26.5% in appropriations, when compared to FY2012/13 Adopted Budget.

Primary Funding Sources

An operating transfer-in of \$697,834 from the IHSS Public Authority (BU 1521) provides the revenue to cover the expenditures. Federal and State reimbursement revenue for administrative costs as well as required County General Fund match is also budgeted in (BU 1521).

Primary Cost

Primary costs for IHSS Public Authority Administration (BU 7690) are: \$508,071 for salaries and employee benefits; \$106,150 for services and supplies which includes a contract for Refined Technology, Inc., for \$10,000 to provide the Care Tracker

System and technical support to manage the registry and administer the health benefits plan along with a \$25,000 contract with Industrial Employers & Distributors Association (IEDA) to provide consulting services; \$12,959 for other charges which includes A-87 charges; \$21,923 for other financing uses; and \$48,731 in intra-fund transfers.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	0	11,742	0	(11,742)	(100.0%)
Other Financing Sources	560,011	540,943	697,834	156,891	29.0%
TOTAL REVENUES	560,011	552,685	697,834	145,149	26.3%
APPROPRIATIONS					
Salaries and Employee Benefits	390,897	388,399	508,071	119,672	30.8%
Services and Supplies	79,138	96,186	106,150	9,964	10.4%
Other Charges	36,450	19,394	12,959	(6,435)	(33.2%)
Other Financing Uses	28,653	19,299	21,923	2,624	13.6%
Intra-Fund Transfers	30,872	28,383	48,731	20,348	71.7%
TOTAL APPROPRIATIONS	566,011	551,661	697,834	146,173	26.5%
NET CHANGE	6,000	(1,024)	0	1,024	(100.0%)

STAFFING					
IN-HOME SUPPORTIVE SERVICES PA	3.75	3.75	5	1.25	33.33 %
TOTAL STAFFING	3.75	3.75	5	1.25	33.33 %

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Increases in expenditures have resulted primarily in salaries and benefits, and in operating costs increases including DOIT costs, H&SS Department Overhead, and IHSS Advisory Committee. These increases do not require any additional County General Fund support in (BU 1520) as a result of the implementation of the IHSS MOE in FY2012/13 which changed the cost sharing between the County and State. The revenue for (BU 7690) is an operating transfer out to a separate fund, fund 152- (BU 1520), where the costs of administering IHSS-PA are isolated and claimed for reimbursement.

SUMMARY OF POSITION CHANGES

The In-Home Supportive Services Public Authority requesting the addition of a 1.0 Social Services Worker (Spanish speaking) position to assist both providers in finding matches for recipients in need of a care provider and finding solutions for other problems related to the recipients care needs. In order to meet the demands of provider enrollment and to improve training for both providers and recipients, the Public Authority is requesting to add 0.25 FTE for the Public Authority Administrator in order to make the position full time.

Add 1.25 positions funded with Federal and State revenue:

- 1.0 FTE Social Services Worker (effective 10/1/13)
- 0.25 FTE Public Authority Administrator (effective 7/7/13)

PENDING ISSUES AND POLICY CONSIDERATIONS

The Governor’s Budget no longer includes a 3.6 percent across-the-board reduction in service hours for IHSS participants. It does assume that in the second half of FY 2013/14, the State will prevail in the lawsuit that challenged the State’s 2010 decrease in wages to \$10.50 per hour. However, a recent settlement of the Oster/Dominguez vs. Lightbourne lawsuit includes an 8% across the Board reduction in authorized service hours for 12 consecutive months, starting July 1, 2013. This will not affect our costs in FY2013/14 due to the existing IHSS MOE but may have a future impact on the MOE.

DIVISION PURPOSE

This budget unit tracks financial aid for recipients of mandated social services assistance programs.

FUNCTION AND RESPONSIBILITIES

The budget for Assistance Programs does not have assigned personnel; it functions as a means to track expenditures, and Federal/State reimbursements for Solano County Public Assistance Programs. The public assistance programs include California Work Opportunity and Responsibility to Kids (CalWORKs), Refugee Resettlement Program, Adoptions Assistance Program, Foster Care Assistance, In-Home Supportive Services (IHSS) Individual Provider Program, and General Assistance (GA). The Assistance Programs are mandated programs which must be offered based on Federal and State eligibility criteria.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Projecting the cost of assistance programs is challenging, given current economic conditions, court decisions and changes in State regulations. Expenditures for General Assistance are supported 100% by the County General Fund. The FY2013/14 budgeted includes an estimated General Fund contribution of \$2,946,686 based on the current downward trend in caseload. As the economy improves, caseloads tend to be lower, but General Assistance is not always predictable, which makes budgeting for this program a challenge.

In-Home Supportive Service (IHSS) Provider Wages are budgeted at \$7,215,039 which reflects only the County share of this Program based on the newly implemented IHSS Maintenance of Effort (MOE). The County's share of cost for IHSS Provider wages will be capped for FY 2013/14, but will increase by 3.5% in FY 2014/15. The methodology for the IHSS MOE is contingent upon the success of the negotiations between the State of California and the Federal Center for Medicare and Medicaid Services to establish new programs as a continuum of care approach for long term care. In April 2013, the State announced that they had successfully completed negotiations and will implement in eight (8) pilot counties a Coordinated Care Initiative.

The cost of Foster Care is projected to increase by \$1,444,466 or 17%. Based on legislative action the cost of out-of-home care for Solano County's 422 foster children will increase an average of \$310 per month in FY2013/14. This increase is due the State granting higher payments to foster homes and group homes. The increased cost is mitigated by the success of the more intensive case management services provided by additional staff in Child Welfare Services which has kept the actual number children placed in Foster Care stable. The concentrated effort has maintained children in their own homes, as opposed to having more placements in foster care. While, over-all decreases in cost may not be realized in the coming fiscal year, the intensive family maintenance program will continue to abate future cost increases by reducing new out-of-home placements and improving outcomes for at risk children. It is expected that over time, these efforts will reduce the cost of foster care placements and result in good outcomes for children.

Foster Care and Adoptions assistance programs are included in the 2011 Public Safety Realignment legislation that redirected Sales Tax revenues to Counties to fund the State's share of these programs. CalWORKs assistance was realigned differently from other programs because the State did a one-time shift of funds from Proposition 63 to fund Mental Health Programs, and in turn shifted 1991 Mental Health Realignment funds to pay for CalWORKs Assistance costs. To the extent that Mental Health 1991 Realignment funds do not cover the State's share of cost for CalWORKs, the State is continuing to fund their share from State General Fund during FY 2012/13 and this method for covering the State's share of CalWORKs costs is expected to continue in FY 2013/14. It is also assumed the level of sales tax revenue designated for Adoptions and Foster care will continue in FY2013/14. The Statutes for FY2013/14 have provided a funding percentage for each County that conforms to the actual costs incurred for each of the realigned programs in FY2011/12 and Proposition 30 has provided constitutional protection for the sales tax funding and mandates for State and Local Governments.

During FY2013/14, even with the best projections, there is a possibility that cost for the assistance programs may exceed budgeted appropriations and require a transfer from General Fund Contingency. H&SS and the County Administrator's Office closely monitor expenditures of the Assistance Programs; if adjustments are required they would be made at Midyear and/or Third Quarter.

WORKLOAD INDICATORS

The Assistance Budget includes funding for payments only, and does not include costs associated with benefit issuance. Operational costs including program staffing are included in the H&SS Social Services and Administration Budgets,

Summary of Division Budget

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and relevant workload indicators are incorporated in those budgets.

DIVISION BUDGET SUMMARY

The Recommended Budget for the Assistance Programs of \$60,036,868 represents an overall decrease of \$340,126 or 0.6% in revenues and appropriations when compared to FY2012/13 Adopted Budget. As a result, the County Contribution of \$8,767,405 represents a decrease of \$1,057,199.

The primary funding sources are Federal entitlement funds, State funds, State Realignment dedicated funds, and County General Fund. Federal funds include Foster Care and Adoptions Assistance (Title IVE), CalWORKs or Temporary Assistance for Needy Families (TANF), and Medi-Cal (Title XIX). Assistance programs were realigned in 1991 and in 2011 for non-federal costs and State and County sharing ratios vary by assistance program:

<u>PROGRAM</u>	<u>Prior to 1991 Realignment County Share of Cost</u>	<u>1991 Realignment County Share of Cost</u>	<u>2011 Realignment County Share of Cost</u>
Foster Care	5%	60%	100%
CalWORKs Aid	11%	5%	5%
Adoptions	0%	25%	100%
In-Home Supportive Services	35%	35%	35%

The primary cost centers for this budget are as follow:

Adoptions Assistance: Recommended appropriation is \$5,506,003 funded by \$2,318,578 in Federal funds and \$3,071,400 in 1991 and 2011 Realignment funds. County General Fund cost is \$116,225.

Foster Care Assistance: Recommended appropriation is \$9,657,403 funded by \$3,196,044 in Federal funds and \$6,041,388 in 1991 and 2011 Realignment Funds. County General Fund cost is \$419,973.

CalWORKs Assistance: Recommended appropriation is \$34,589,907 funded by \$18,851,499 in Federal funds and \$14,873,660 in State and 2011 Realignment funds. The County General Fund portion is \$864,748.

Refugee Assistance: Recommended appropriation is \$5,460 funded 100% with Federal funds.

General Assistance: Recommended appropriation is \$2,946,656 funded 100% with County General Fund.

County Only Foster Care: Recommended appropriation is \$116,370 funded 100% with County General Fund.

IHSS Individual Provider: Recommended appropriation is \$7,215,039 funded 100% by 1991 Realignment and County General Fund. The County General Fund portion is \$4,303,403.

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Summary of Division Budget

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	2,016	0	0	0	0.0%
Intergovernmental Rev State	30,625,465	26,649,614	26,897,882	248,268	0.9%
Intergovernmental Rev Federal	17,881,808	23,354,085	24,371,581	1,017,496	4.4%
Misc Revenue	873,089	548,691	0	(548,691)	(100.0%)
General Fund Contribution	10,749,954	9,824,604	8,767,405	(1,057,199)	(10.8%)
TOTAL REVENUES	60,132,333	60,376,994	60,036,868	(340,126)	(0.6%)
APPROPRIATIONS					
Other Charges	59,560,548	60,376,994	60,036,868	(340,126)	(0.6%)
Other Financing Uses	571,785	0	0	0	0.0%
TOTAL APPROPRIATIONS	60,132,333	60,376,994	60,036,868	(340,126)	(0.6%)
NET CHANGE	1	0	0	0	0.0%
STAFFING					
ASSISTANCE PROGRAMS	0.0 *	0.0	0.0	0.0	0.0 %
TOTAL STAFFING	0.0	0.0	0.0	0.0	0.0 %

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Assistance Programs are funded primarily by Title IVE (Adoptions and Foster Care) and TANF (CalWORKs) federal funds, and 1991 and 2011 Realignment Funds. County General Fund Contribution of \$8,767,405 is used to pay the County share. Changes to revenue and appropriations are presented by program. Factors contributing to the budget changes are the net result of:

BU 7901 Adoptions Assistance Program: \$784,909 increase in both revenues and appropriations compared to the FY2012/13 Adopted Budget. The Adoptions program is impacted by a series of California Necessities Index (CNI) rate increases that have increased the average cost of the grant to more than 400 Adoptive Families by \$810 per month and by a 2% projected increase in the number of cases. The FY2013/14 budget also assumes another 3% rate increase based on the Governor's Budget. As a result, CGF is expected to increase by \$116,225.

BU 7903 Foster Care Program: \$1,444,566 net increase in both revenues and appropriations compared to FY2012/13 Adopted Budget. The increase reflects the 3% rate increase projected in the Governor's budget for payments to foster care providers. As noted in the FY2012/13 Adopted Budget narrative the Foster Care caseload increased by 9% over two to three years prior to FY 2011/12 when staffing reductions in the Child Welfare Program limited the ability to provide more intensive services to families that prevented more children from entering the foster care placement system. Board approved a pilot program in January 2012 to provide additional intensive services to families with the goal of reducing the growth of Foster care placements. This goal has been met over the past 15 months; however, the cases that are remaining in foster care are in higher level placements, which are increasing the average cost per case. The good news is the County General Contribution is expected to decrease by \$252,654 in FY2013/14.

BU 7904 CalWORKs Assistance: \$849,024 decrease or 2.4% in both revenues and appropriations. Changes to the CalWORKs program reduced caseloads by approximately 3% during FY2011/12 and FY2012/13 since many families were exempted from required work participation activities. This drop in caseload is projected to continue but at a slower pace in FY 2013/14. Many families who were exempted from participation in CalWORKs will be required to re-engage in work activities in FY 2013/14. CGF is decreasing by \$21,225.

BU 7907 General Assistance: \$777,387 decrease in appropriations is due to an average reduction of 321 cases per month in caseload and a lower average cost per case of \$832. As a result, CGF is decreasing by \$777,387.

BU 7910 IHSS Provider Wages: \$986,100 net decrease in both revenues and appropriations due to implementation of the IHSS MOE. The IHSS MOE establishes a maximum share of cost for provider wages at \$7,215,039 for FY2013/14 which is the amount budgeted for FY2013/14. CGF is decreasing by \$163,528.

PENDING ISSUES AND POLICY CONSIDERATIONS

- Foster Care: AB 12 was approved in FY2010/11 and extends foster care for youths between the ages of 18 to 21 on a voluntary basis; however, State guidelines have been issued and became effective January 2012. It is still too early to estimate the on-going fiscal impact of retaining these children in the Foster Care program. The State will be adding reporting requirements to determine that the cost is neutral to the Counties, but there is no assurance that the County's cost for foster care placements will not increase. State mandated rate increases are continuing to increase the cost per case of a foster care placement. Since the County is now responsible for 100% of the non-federal share of this program, increases in County General Fund may occur.
- Adoptions: Increases in State mandated rates are driving up the costs of this program and caseload has been increasing, currently projected at approximately 2%. Since the County is now responsible for 100% of the non-federal share of this program, increases in County General Fund may occur.
- CalWORKs: As a result of State program changes over the past two years and associated reductions to the CalWORKs caseload, the cost of aid payments to Solano County is much lower, resulting in reduced state and federal revenue in this program. The Governor's proposed FY2013/14 budget restores some requirements for families to re-engage in work activities, but it is not expected that caseloads will increase dramatically.
- IHSS Provider Wages: The State's application to the Federal government to include the IHSS program in the Community First Choice Option (CFCO) program was approved, and the State negotiated an MOU with the Federal Center for Medicare and Medicaid Services (CMS) to implement the Coordinated Care Initiative (CCI) as a pilot program with 8 counties. The outcome of this pilot program will determine whether or not the IHSS MOE will continue as the State's methodology for funding the cost of the In-Home Supportive Services provider wages. The IHSS MOE limits the County's share of cost of provider wages to the amount budgeted in FY 2013/14, and provides for a 3.5% automatic increase to this amount in FY 2014/15.
- General Assistance cost may be impacted by the Affordable Care Act. A credit was provided for individuals enrolled in CMSP, with the shift to Medi-Cal the credit would not be applicable and may impact the savings projected in this program.

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Summary of Other Administered Budgets

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	2,653,220	2,665,400	2,984,293	318,893	12.0 %
9600 MENTAL HEALTH SERVICES ACT	0	0	13,555,516	13,555,516	100.0 %
7950 TOBACCO PREVENTION & EDUCATION	165,174	290,720	217,368	(73,352)	(25.2) %
APPROPRIATIONS					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	2,653,220	2,665,402	2,984,293	318,891	12.0 %
9600 MENTAL HEALTH SERVICES ACT	0	0	16,923,691	16,923,691	100.0 %
7950 TOBACCO PREVENTION & EDUCATION	163,588	290,720	217,368	(73,352)	(25.2) %
NET CHANGE					
1520 IN HOME SUPP SVCS-PUBLIC AUTH	0	(2)	0	2	(100.0) %

A summary of the budgets administered by the Health and Social Services Department is provided on the following pages.

DEPARTMENTAL PURPOSE

The In-Home Supportive Services Public Authority (IHSS-PA) is a distinct legal entity that serves as the employer of record for In-Home Supportive Services (IHSS) caregivers (also known as IHSS providers) in Solano County, established in accordance with California Welfare and Institutions Code section 12301.6. The Solano County Board of Supervisors also serves as the governing Board for this legal entity.

FUNCTION AND RESPONSIBILITIES

On March 5, 2002, the Solano County Board of Supervisors established a Public Authority to act as the employer of record for IHSS providers. The IHSS-PA, a governmental entity separate and distinct from Solano County, established an MOU with the County to provide staff and all administrative services for the IHSS-PA.

The IHSS-PA operates a Provider Registry of available care providers to match screened caregivers with individuals who need care, or IHSS recipients. The IHSS-PA also provides training for IHSS providers and recipients, acts as the Employer of Record for IHSS providers in terms of collective bargaining for wages and benefits, administers the IHSS provider health plan benefits, provides support to the IHSS-PA Advisory Committee, and performs any other functions as may be necessary for the operation of the IHSS-PA or related to the delivery of In-Home Supportive Services in Solano County.

This budget unit reflects the required County General Fund contribution for the administrative costs incurred by the IHSS-PA and health benefits plan costs for IHSS providers. The County General Fund share for IHSS provider wages can be found in the H&SS Assistance Programs Budget 7900.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Funding for health benefits is dependent on the actual number of paid provider hours, and when the service hours drop, the revenue generated to pay for insurance benefits also declines, which impacts the number of providers who can be insured. The State statute allows \$0.60 per paid provider hour for health benefits. In the past, the number of paid provider hours was higher than the last two years. For example, in July of 2009, the IHSS-PA was able to provide health benefits to 670 providers with 332 on the waiting list. The average number of providers receiving health benefits over the last few years dropped primarily due to two factors: 1) The cost of health insurance premiums has increased; 2) the number of paid provider hours was reduced as a result of the 3.6% across the board reduction to service hours for all IHSS recipients. In January 2013, the IHSS-PA provided health benefits to 630 IHSS providers, with 450 on the waiting list.

WORKLOAD INDICATORS

The dedicated Public Authority budget 1521 includes the cost of health benefits and the cost of administration as an operating transfer out to the Health and Social Services Department (H&SS) budget 7690, where the staff and operating costs for administering the Public Authority are appropriated. Relevant workload indicators are incorporated in the narrative for budget 7690.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the IHSS-PA of \$2,984,293 represents an overall increase of \$318,891, or 12%, in both revenues and appropriations when compared to the FY2012/13 Adopted Budget. While there is an increase in appropriations, the County General Fund Contribution of \$553,541 has not increased due to the IHSS Maintenance of Effort (MOE) that was implemented effective July 1, 2012.

The primary funding source for this Budget is Federal Title XIX (Medi-Cal funding), State funds and County General Fund required match. The primary costs appropriated in this budget reflect the cost of health benefits for care providers projected at \$2,280,001 and the cost of administration projected at \$697,834.

Symetra Life Insurance Company administers the health benefits program for the care providers, and is the only contract included in this budget. This agreement is rate-based and Symetra sets the rates for the insurance premiums annually. The administrative costs are appropriated as an operating transfer out to the H&SS budget 7690 where the administrative operating costs and staffing are budgeted.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev State	841,460	833,377	1,054,976	221,599	26.6%
Intergovernmental Rev Federal	1,292,613	1,278,482	1,375,776	97,294	7.6%
General Fund Contribution	519,147	553,541	553,541	0	0.0%
TOTAL REVENUES	2,653,220	2,665,400	2,984,293	318,893	12.0%
APPROPRIATIONS					
Other Charges	2,093,209	2,124,459	2,286,459	162,000	7.6%
Other Financing Uses	560,011	540,943	697,834	156,891	29.0%
TOTAL APPROPRIATIONS	2,653,220	2,665,402	2,984,293	318,891	12.0%
NET CHANGE	(0)	2	0	(2)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The FY2013/14 budget increase of \$162,000 for Provider Health Benefits is based on current trends for increasing IHSS provider hours that are projected at approximately 3.8 Million hours in FY2013/14. The cost of Public Authority Administration is increasing by \$156,891 as outlined in the explanations for Budget 7690.

Increases are funded by both a \$97,294 increase in Federal Health Related (Title XIX) revenue and a \$221,599 increase in State revenue. The implementation of the IHSS MOE established the County's required contribution at the FY 2011/12 costs, and builds in annual increases of 3.5% to the base amount starting in FY 2014/15. Therefore, no additional County General Fund is required at this time.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

The IHSS-MOE is intended to permanently replace the County's share of cost for the Administration of the IHSS program in the Older and Disabled Adult Services Division, for IHSS provider wages, and for IHSS-PA Administration. The base year costs to establish the MOE is FY 2011/12 and it has a built in inflation factor of 3.5% effective July 2014. This new approach to funding the IHSS program will include moving collective bargaining with IHSS Providers from the local level to the State level over a three year period. This proposal is contingent upon the success of pilot projects in 8 counties for the State's Coordinated Care Initiative (CCI), that intends to utilize a managed care approach for all of the components of long term care and to place these components under the State's control. If the pilot projects are not successful, the legislation (SB1036) allows the State to terminate the CCI project, and collective bargaining would return to the counties and the MOE would revert to the pre-existing 35% of non-federal cost.

The number of IHSS providers that can be covered by health insurance will vary in relation to changes in paid hours because the funding for this benefit is based exclusively on reimbursement at \$0.60 per paid provider hour.

The Affordable Care Act (ACA) may have an impact on the health benefits for IHSS providers however the details are pending a legislative review. Pending legislation AB784 would establish an advisory committee to assess the impact of the ACA on health care benefits for IHSS providers. The bill would require the advisory committee to provide a report to specified legislative committees on or before March 1, 2014, on the appropriate employer in the IHSS program to provide health care benefits to IHSS providers under ACA. Under existing law, the state, a county, a public authority, a nonprofit consortium, or an IHSS recipient may be considered the employer of an IHSS provider.

DEPARTMENTAL PURPOSE

On May 7, 2013 the Solano County Board of Supervisors approved the establishment of the Mental Health Services Act (MHSA) budget unit in accordance with State Welfare & Institutions code (WIC) 5892(f) to facilitate the MHSA County Fiscal Accountability Certification required by the State.

FUNCTION AND RESPONSIBILITY

MHSA was established in November 2004 with the passage of Proposition 63. This was the first opportunity in many years that the California Department of Mental Health (DMH) was able to provide increased funding, for personnel and other resources to support county mental health programs and monitor progress toward statewide goals for children, transition age youth, adults, older adults and families. MHSA addresses a broad continuum of prevention, early intervention and service needs and the necessary infrastructure, technology and training elements that will effectively support this system. MHSA imposed a 1% income tax on personal income in excess of \$1 million. Statewide, MHSA was projected to generate approximately \$254 million in FY2004/05, \$683 million in FY2005/06 and increasing amounts thereafter. Much of the funding was intended to provide county mental health programs funds consistent with their local plans. Any uncommitted funds during FY2005/06 were to establish county prudent reserve accounts as required by MHSA. Up until this point MHSA funds were allocated in H&SS fund 902.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Mental Health Services Act (MHSA) programs continue to set trends for community oriented mental health prevention and early intervention. In partnership with community providers, MHSA programs are providing Mental Health First Aid training, integrated behavioral healthcare based on a model proven to enhance access for underserved populations, and wellness centers that offer a variety of supportive resources and activities in a structured environment that support the seriously mentally ill consumer. Most recently, services to severely mentally ill individuals were expanded to include adults ages 21-65 through Full-Service Partnership Intensive Wrap Around Teams, as well as for children ages 6-17.

WORKLOAD INDICATORS

Workload Indicators are included in H&SS Behavioral Health (BU 7780).

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for MHSA of \$16,923,691 represents a new appropriation since the Budget Unit was created on May 7, 2013. These funds were previously appropriated in H&SS fund 902. MHSA Revenues of \$13,555,516 and an estimated fund balance of \$3,368,175 from FY2012/13 are used to fund a transfer out to H&SS Fund 902 Behavioral Health BU7780 for reimbursement of services provided. There is no County General Fund Contribution.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev State	0	0	13,555,516	13,555,516	100.0%
TOTAL REVENUES	0	0	13,555,516	13,555,516	100.0%
APPROPRIATIONS					
Other Financing Uses	0	0	16,923,691	16,923,691	100.0%
TOTAL APPROPRIATIONS	0	0	16,923,691	16,923,691	100.0%
NET CHANGE	0	0	3,368,175	3,368,175	100.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

At FY2012/13 Third Quarter, an Appropriation Transfer Request (ATR) was approved in the amount of \$16.6 million to adjust appropriations and budgeted revenues from H&SS Fund 902 to MHSA Fund 906. Under this new reporting structure, MHSA

revenues will be directly recognized in the new MHSA budget unit and monies will be transferred via Operating Transfers into fund 902 to fund MHSA qualifying expenditures.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

Summary of Other Administered Budgets 7950 – Fund 390-Tobacco Prevention & Education
Patrick Duterte, Director of Health & Social Services
Health/Hospital Care

DEPARTMENTAL PURPOSE

Tobacco Prevention and Education Program (TPEP) is a Health Promotion and Community Wellness program located within the Public Health Division of Solano County Health & Social Services. The mission of Solano County Public Health is to optimize the health of the community through individual and population-based services which promote health and safety through prevention and treatment of disease and injury.

FUNCTION AND RESPONSIBILITIES

In November 1988, California voters approved the California Tobacco Health Protection Act of 1988, also known as Prop 99. This referendum increased the State cigarette tax by 25 cents per pack and added an equivalent amount on other tobacco products. A portion of this revenue is deposited in the Health Education Account, which is administered by the California Department of Public Health (CDPH), Tobacco Control Program (TCP). This program provides funds for 61 Local Lead Agencies, which operate community-based programs to prevent and reduce tobacco use. The TPEP is designated as Solano County's Local Lead Agency for tobacco control.

TPEP is required by California Department of Public Health, Tobacco Control Program to focus on these major areas:

- Countering pro-tobacco influences.
- Reducing exposure to secondhand smoke.
- Reducing the availability of tobacco.
- Promoting tobacco cessation services.
- Building local assets to support local tobacco control interventions.

Every three years, TPEP is required to conduct a community-based needs assessment in order to develop and implement health education interventions and behavior change programs at the local level. These interventions are expected to largely focus on policy change as well as community norm change. TPEP is also required to maintain a community coalition to advise TPEP and H&SS.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

In 2012, TPEP, Solano County Tobacco Education Coalition and stakeholders conducted a needs assessment and planning process to develop a one-year Phase I Tobacco Control Plan per TCP requirements. Solano's was one of the top scoring Local Lead Agency plans in the state.

In February 2013, TPEP secured a resolution from the Vallejo City Council to support the Food and Drug Administration (FDA) to ban menthol in cigarettes and flavorings such as chocolate, as well as menthol, in other tobacco products. In an earlier action, the FDA banned the use of "flavors" in cigarette products, but did not include menthol. TPEP aims to secure two more local resolutions in 2013.

In 2012, TPEP provided two trainings to the Solano County Tobacco Education Coalition and the community. The first training focused on effective tobacco cessation strategies for youth and adults. The second training focused on youth tobacco use, the FDA tobacco control law, as well as local opportunities for action.

In 2012, TPEP continued to collaborate with local housing officials to introduce smoke-free housing policies in multi-housing units.

WORKLOAD INDICATORS

In 2012, TPEP provided two trainings to the Solano County Tobacco Education Coalition and the community; 35 community members attended the events.

In 2012, TPEP recruited and mobilized teams in Vallejo, Vacaville and Dixon resulting in securing the second of four local resolutions, over three years, in support of the FDA banning the use of menthol in cigarettes and other products.

7950 – Fund 390-Tobacco Prevention & Education Summary of Other Administered Budgets
Patrick Duterte, Director of Health & Social Services
Health/Hospital Care

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$217,368 for the Tobacco Prevention and Education Program represents an overall decrease of \$73,352, or 25.2%, in both revenues and appropriations when compared to the FY2012/13 Adopted Budget. There is no County General Fund Contribution to this budget. The primary funding source for TPEP is the State of California Tobacco Prevention and Education Fund Allocation.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	573	950	425	(525)	(55.3%)
Intergovernmental Rev State	163,725	289,770	216,943	(72,827)	(25.1%)
Other Financing Sources	876	0	0	0	0.0%
TOTAL REVENUES	165,174	290,720	217,368	(73,352)	(25.2%)
APPROPRIATIONS					
Salaries and Employee Benefits	12,380	10,740	315	(10,425)	(97.1%)
Services and Supplies	13,212	134,878	80,303	(54,575)	(40.5%)
Other Charges	2,193	3,479	1,117	(2,362)	(67.9%)
Other Financing Uses	135,802	141,623	135,633	(5,990)	(4.2%)
TOTAL APPROPRIATIONS	163,588	290,720	217,368	(73,352)	(25.2%)
CHANGE IN FUND BALANCE	(1,586)	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

A decrease of revenues of \$73,352 is primarily due to prior year utilizing the carryover from the three year State Tobacco Prevention and Education Allocation. There is no carryover allocation into FY2013/14.

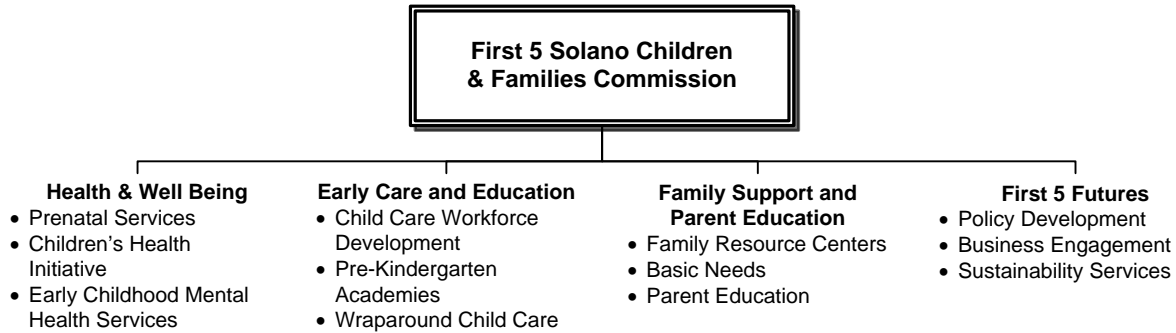
A decrease in appropriations of \$73,352 is due to the elimination of extra-help and a decrease in consulting services of \$60,000.

SUMMARY OF POSITION CHANGES

There are no positions allocated to this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no significant pending issues or policy considerations regarding the Tobacco Prevention and Education Fund for FY2013/14. The Fund allocations to Counties have been gradually decreasing as smoking rates in California have been decreasing; however, this is both anticipated and desired.



DEPARTMENTAL PURPOSE

The primary focus of First 5 Solano Children and Families Commission (First 5 Solano) is to develop foster programs and partnerships with community entities to promote, support and improve the lives of young children, their families and their communities. Proposition 10, approved by California voters in 1998, was designed as a dedicated funding source (funded by surtaxes on the sale and distribution of tobacco products) that declines over time. Each of the 58 counties has a First 5 Commission, which operates in accordance with a locally-approved strategic plan. County commissioners, appointed by the Board of Supervisors, have the authority to allocate First 5 Solano Proposition 10 Tobacco Tax Funds. These funds cannot be used to supplant existing programs and/or services.

First 5 Solano’s strategic investments of almost \$4.5 million annually are deployed to leverage approximately \$5.8 million more in local, state, federal and foundation

dollars for Solano County’s youngest children, supporting community grants that address the health, well-being, social, cognitive, academic and emotional developmental needs of expectant parents, young children and their families. First 5 Solano also funds activities that promote and support a stronger infrastructure and more effective system of services for children from birth to five years of age.

Budget Summary:	
FY2012/13 Third Quarter Projection:	5,963,012
FY2013/14 Recommended:	6,440,239
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	7.0

FUNCTION AND RESPONSIBILITIES

First 5 Solano funds local community and faith-based organizations as well as government agencies and school districts offering programs and services that align with its Strategic Plan Priority areas: Health and Well-Being (prenatal, early childhood mental health and children’s health services); Early Care and Education (child care workforce development, child care quality improvement, pre-Kindergarten academies and child care wraparound services); and Family Support (family resource center and parent education services). First 5 Solano is also implementing a five-year “First 5 Futures” initiative, designed to generate funding from alternative sources to expand and sustain vital young children’s programs. In addition, First 5 Solano directly operates several programs, such as partnering with the business community through the BEST (Business Engagement Strategy Team) Approach, distributing the “Kit for New Parents,” supporting and participating in community events, and pursuing policies that strengthen the infrastructure and safety net of services for children ages 0-5 and their families.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Implemented the First 5 Commission’s updated Strategic Plan for 2012-2015 with a Program Investment Plan of \$13.8 million to support the Commission’s mission and vision for Solano County’s young children and their families and continue to receive the following impressive program and initiative results:
- Screened, assessed, and referred into appropriate treatment over 700 children at risk for serious mental/developmental needs, lessening the chances and/or severity of future special education and other service needs.
- Applied for Healthy Families America Accreditation, which positions Solano County to be more competitive applying for future federal home visiting dollars.

Christina Arrostuto, Executive Director
Health

- Kept 250 young children at risk of foster care system involvement safely in their homes and communities through neighborhood-based, multi-disciplinary team home visiting and case conferencing.
- Afforded access to health insurance coverage to almost 1,000 young children with almost 100 of those children supported directly through premium payments.
- Made available a uniform data system (Persimmony) to all contractors to use as a case management system at no cost, and transitioned those contractors onto the system who wished to use the system
- Partnered with the Solano County Fair to make available the Breast Feeding Friendly Express Van at the Solano County Fair, which resulted in providing breastfeeding moms a safe and comfortable location for Fairgoers to breastfeed their children.

WORKLOAD INDICATORS

- During the period of July 1, 2012 – June 30, 2013, First 5 Solano managed 42 direct-service contracts for over \$4.6 million, which provided services to approximately 10,000 children and 11,000 parents/guardians, on par with prior years' service levels.
- During the same 12-month period, First 5 Solano's Pre-Kindergarten Academy partners provided pre-kindergarten educational opportunities for 425 children with little or no prior preschool experience.
- First 5 staff collaborated with the Bay Area Early Childhood Funders and Bay Area Council to develop, launch, and fundraise up to \$1 million for a messaging campaign promoting early childhood issues.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
FIRST 5 SOLANO	4,597,078	4,188,461	4,078,533	(109,928)	(2.6) %
TOTAL REVENUES	4,597,078	4,188,461	4,078,533	(109,928)	(2.6) %
APPROPRIATIONS					
FIRST 5 SOLANO	7,012,849	6,047,194	6,440,239	393,045	6.5 %
TOTAL APPROPRIATIONS	7,012,849	6,047,194	6,440,239	393,045	6.5 %
CHANGE IN FUND BALANCE					
FIRST 5 SOLANO	2,415,771	1,858,733	2,361,706	502,973	27.1 %
NET CHANGE IN FUND BALANCE	2,415,771	1,858,733	2,361,706	502,973	27.1 %

STAFFING	2011/12	2012/13	2013/14	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
FIRST 5 SOLANO	8	7	7	0	0 %
TOTAL STAFFING	8	7	7	0	0 %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for First 5 Solano of \$6,440,239 represents a \$109,928 decrease in revenues and a \$393,045 increase in appropriations. The FY2013/14 Recommended Budget represents the second year of implementing the Commission's 2012-2015 Program Investment Plan.

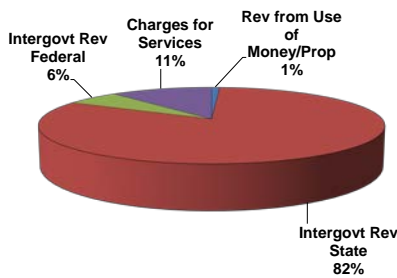
As planned, the primary funding source for First 5 Solano (Proposition 10 Tobacco Tax) is declining. However, community need and benefits of First 5 have continued to grow. To meet this challenge, the Department is focused on a new effort, "First 5 Futures," which is in the fourth year of a five-year plan seeking to sustain services in the community by replacing up to half of First 5 Solano's revenues with alternative sources of funding from other government and foundation grants and business partnerships. To date, the Commission has secured almost \$2.25 million in other revenue sources for community programs.

First 5 Solano’s primary cost centers are grant-funded initiatives and internally-run programs and services. First 5 Solano will continue the second year of a 3-year funding cycle in FY2013/14, with over 40 contracts totaling \$13.8 million over 3 years, for services to children ages 0-5 and their families.

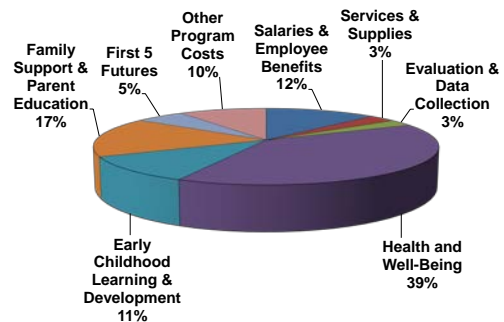
DEPARTMENTS COMMENTS

None.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	85,268	35,751	36,438	687	1.9%
Intergovernmental Rev State	3,545,176	3,652,988	3,344,782	(308,206)	(8.4%)
Intergovernmental Rev Federal	517,870	43,722	241,313	197,591	451.9%
Charges For Services	446,264	456,000	456,000	0	0.0%
Misc Revenue	2,500	0	0	0	0.0%
TOTAL REVENUES	4,597,078	4,188,461	4,078,533	(109,928)	(2.6%)
APPROPRIATIONS					
Salaries and Employee Benefits	896,009	901,883	949,359	47,476	5.3%
Services and Supplies	195,908	141,045	195,916	54,871	38.9%
Other Charges	5,881,883	4,969,373	5,259,238	289,865	5.8%
Other Financing Uses	39,048	34,893	35,726	833	2.4%
TOTAL APPROPRIATIONS	7,012,849	6,047,194	6,440,239	393,045	6.5%
CHANGE IN FUND BALANCE	2,415,771	1,858,733	2,361,706	502,973	27.1%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Proposition 10 tobacco taxes continue to decline as Californians stop smoking. First 5 Solano reinstated several programmatic investments that it had suspended due to the threat of AB99, which would have taken \$8.8 million in Commission funding. Since AB99 was invalidated, First 5 Solano reinstated support for several efforts, including Community Engagement Activities, customization of Kit for New Parents and re-funding of the First 5 Solano Co-Sponsorship of Conferences and Training Fund.

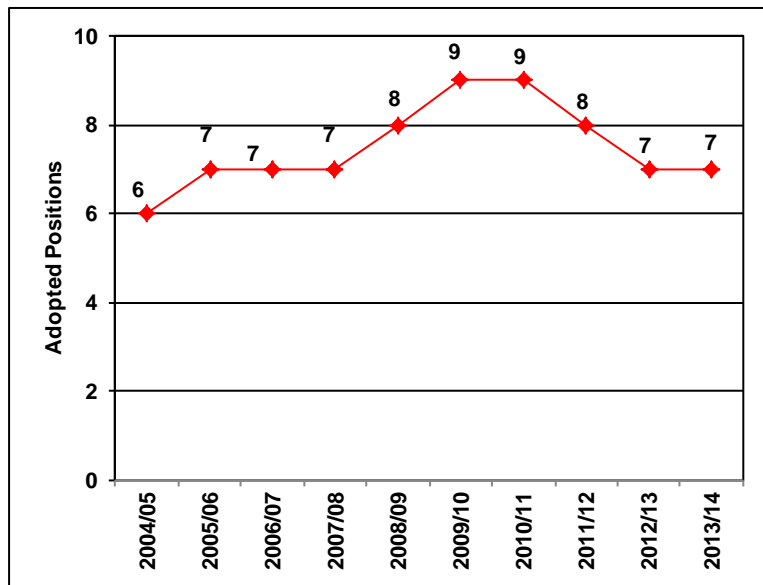
SUMMARY OF POSITION CHANGES

There are no changes in the positions allocation.

Christina Arrostuto, Executive Director

Health

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

Of its \$6.4 million Recommended Budget, First 5 Solano currently holds contracts with Solano County Health and Social Services (H&SS) amounting to about \$1.5 million annually. Thus, significant changes at the state and federal level to health and social services programs could directly impact First 5 programs. There are also significant potential negative impacts for First 5 Solano's direct-service contracts with many city, school district and community partners serving approximately 10,000 children and 11,000 parents/guardians annually.

Summary of Other Administered Budgets

**1530 – Fund 153-First 5 Solano
Christina Arrostuto, Executive Director
Health**

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
1570 GRANTS/PROGRAMS ADMIN	0	222,075	168,969	(53,106)	(23.9%)
APPROPRIATIONS					
1570 GRANTS/PROGRAMS ADMIN	0	222,075	168,969	(53,106)	(23.9%)
NET CHANGE					
1570 GRANTS/PROGRAMS ADMIN	0	0	0	0	0.0%

A summary of the budgets administered by First 5 Solano is provided on the following pages.

**Christina Arrostituto, Executive Director
Health**

DEPARTMENTAL PURPOSE

On March 27, 2012 the Board of Supervisors transferred oversight and contract management of the Children’s Alliance to the County Administrator’s Office (CAO)/ First 5 Solano. This Budget Unit 1570 was established to track CAO/First 5 Solano’s administration and program cost related to Children’s Alliance and other board of Supervisor approved programs/contributions outside of the scope of First 5 Solano Children and Families Commission.

FUNCTION AND RESPONSIBILITIES

The Children’s Alliance was formed by the Board of Supervisors in 1982, with goal of the Children’s Alliance to improve the lives of children in Solano County through education, advocacy, coordination of community services and community-based collaboratives. The Child Abuse Prevention Council is a subgroup of the Children’s Alliance, and informs, trains, and advises the community about keeping children safe from harm. The mission of the Solano County Child Abuse Prevention Council is to ensure the safety, well-being and protection of all children and families in Solano County through effective child abuse prevention and support of intervention and treatment. The Solano Children’s Alliance is staffed through a contractual agreement with the Children’s Network of Solano County. The Children’s Network is responsible to analyzes budgets and policies, makes recommendations to local and state leaders, and apportions funds earmarked for local children and families.

This budget also includes a \$12,500 County Contribution to the Local Child Care Planning Councils (LCCPC) whose mission is to ensure that all families and children in Solano County have access to quality and affordable child care, to ensure adequate funding for all forms of child care services, and to enhance the quality of available care. The LCCPC is primarily funded and operated by the California Department of Education.

In FY2012/13 a one-time contribution of \$50,000 was made to Baby Coach to train volunteer coaches and then pair moms-to-be or moms with newborns. Baby Coach helps new mothers through the last part of their pregnancy, delivery and helps the mom until the child’s first birthday with parent education and support, as well as linking the moms to resources in the community, with the ultimate goal of healthy pregnancies and healthy birth outcomes, and a healthy newborn.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

The Child Abuse Prevention Council was separated from the Children’s Alliance, and was merged with the SCA in 2013. This merger required the creation of a new set of Bylaws, including revised membership categories. The new Bylaws, approved by the BOS in April 2013 are designed to fulfill the mission of this merged group and maximize their effectiveness, while ensuring that legal mandates are addressed.

WORKLOAD INDICATORS

None.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$168,969 represents an overall decrease of \$53,106 or 24%, in revenues and appropriations when compared to the FY2012/13 Adopted Budget. The decrease in both revenues and appropriations is due to the one-time General Fund Contribution of \$50,000 to Baby Coach in FY2012/13.

The FY2013/14 Recommended includes a General Fund Contribution of \$152,637 which represents a decrease of \$27,466 from the FY2012/13 Adopted Budget due to the one-time contribution to Baby Coach offset by a full year of funding for Children’s Alliance. In FY2012/13 the Adopted Budget reflected only 9 months of funding for the Children’s Alliance; the initial 3 months were paid through Health and Social Services.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	0	41,972	16,332	(25,640)	(61.1%)
General Fund Contribution	0	180,103	152,637	(27,466)	(15.3%)
TOTAL REVENUES	0	222,075	168,969	(53,106)	(23.9%)
APPROPRIATIONS					
Services and Supplies	0	209,575	156,469	(53,106)	(25.3%)
Other Charges	0	12,500	12,500	0	0.0%
TOTAL APPROPRIATIONS	0	222,075	168,969	(53,106)	(23.9%)
NET CHANGE	0	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The Children’s Alliance is funded through a combination of County General Fund and Children’s Trust Fund dollars. The Children’s Trust Fund is supported through birth certificate fees and donations which in recent years the funding has been declining. Children’s Alliance is responsible for making recommendations on the use and appropriation from Children’s Trust Fund.

In FY2011/12 the Children’s Trust Fund appropriation of \$170,744 was allocated as follows: \$69,874 Family Resources Centers (FRC), \$44,908 FRC Coordination (Children’s Network), and \$55,962 Children’s Alliance/CAPC (Children’s Network).

In October 2012 the Children’s Alliance voted to reduce the Children’s Trust Fund Appropriation to \$141,899 and changed the allocations to the following: \$57,151 FRC, \$39,803 FRC coordination and \$44,945 Children’s Alliance/CAPC.

In May 2013 the Children’s Alliance recommended an appropriation of \$126,632 with the following allocations for FY2013/14: \$100,300 FRC, \$10,000 FRC coordination, and \$16,332 for Children’s Alliance/ CAPC. This shift in funding directs \$43,149 of additional funds towards direct services offered through the FRC and helps offset a loss of State and Federal Office of Child Abuse Prevention funding. Funding for FRC coordination was reduced by \$28,803 and funding for Children’s Alliance/CAPC was reduced by \$28,613.

The General Fund Contribution of \$90,137 in the FY2013/14 Recommended Budget for the Children’s Alliance/CAPC is the same funding level as the FY2012/13 Adopted Budget.

The General Fund Contribution of \$63,739 in the H&SS FY2013/14 Recommended Budget for FRC coordination is the same funding level as the FY2012/13 Adopted Budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Children’s Network which provides staff support to the Children’s Alliance has informed the County Administrator’s Office that they will be requesting additional funding; however, a written proposal is still pending.

Baby Coach has formally requested \$50,000 in match funding for FY2013/14 to recruit and train an additional 20 volunteer Baby Coaches and Interns to serve at least 30 pregnant/parenting mothers and their infants.

Funding for Baby Coach, Children’s Alliance, Family Resource Centers and other non-county agencies will need to be discussed as a part of the FY2013/14 Supplemental Budget.



Veterans Services

- Claim Activities
- Dependents Tuition Fee Waiver
- Community Outreach and Education
- Advocacy for Veterans in Most Matters

DEPARTMENTAL PURPOSE

The Solano County Veterans Services Office (CVSO) was established in 1944 by the Solano County Board of Supervisors to assist the men and women who served in the Armed Forces, their dependents and survivors in obtaining benefits from Federal, State and local agencies administering programs for veterans.

Budget Summary:	
FY2012/13 Third Quarter Projection:	450,923
FY2013/14 Recommended:	459,161
County General Fund Contribution:	314,161
Percent County General Fund Supported:	68.4%
Total Employees (FTEs):	4

FUNCTION AND RESPONSIBILITIES

The CVSO assists veterans in applying for Monetary Benefit Programs, Survivors' Benefits, Medical Benefits, Educational Programs, Veterans Administration (VA) Life Insurance Programs, State Veterans Homes, Veterans Property Tax Exemptions, Burial Benefits and VA National Cemeteries.

The Office has Veterans Benefits Counselors who are fully accredited by the U. S. Department of Veterans Affairs (DVA), and therefore, able to offer comprehensive benefits counseling, claims preparation and submission, claims monitoring and follow-up, and development and submission of appeals.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- Increased the services provided to active-duty service members as part of the Transition Assistance Program (TAP) at Travis Air Force Base (TAFB). TAP allows the active-duty member to begin the VA claims process prior to separation in order to receive a faster decision on their claims.
- Started bi-monthly visits to Solano County Jail to facilitate outreach to incarcerated veterans. The CVSO assists these veterans in getting released to residential treatment facilities, which is funded by the federal Department of Veteran Affairs, and help plan for the release of inmates so as to start their benefits, housing and medical care immediately upon release. The CVSO has visited over 200 incarcerated veterans in the last year with release plans for all.
- Initiated the Veterans Identification Card process and have issued over 1,400 cards since October 2012. Over 200 claims have been filed as a result of the contact made with veterans applying for this card. No County funding was used in this process as donations and community volunteers were used for this program.
- For FY2011/12, the CVSO obtained new and increased monthly cash benefits from the United States Department of Veterans Affairs in the amount of \$449,235. On an annualized basis this amounts to more than \$5.3 million in new benefit payments. In addition, the CVSO obtained \$4.2 million in one-time benefits, which consists of single and retroactive payments received by veterans or their dependents. Included in these totals was \$42,756 in annualized monthly benefits and \$432,756 in one-time benefits received by individuals who had applied for public assistance grants.

WORKLOAD INDICATORS

From January 1, 2012 through March 31, 2013:

- CVSO assisted in filing 3,689 claims that resulted in the award of 2,134 benefits to veterans, their dependents or survivors. These awards resulted in an increase of over \$980,000 in monthly benefits paid, which is more than \$11.5 million on an

Functional Area Summary

**5800 – Fund 001-Veterans Services
Ted Puntillo, Director of Veterans Services
Veterans Services**

annualized basis. Also, as a result of these claims, over \$6.7 million in retroactive benefits were paid and lump-sum payments of \$625,000 were made.

- CVSO provided 1,234 Disabled Veterans’ Dependents Fee Waivers, which grants a waiver of tuition and fees to the eligible dependents of disabled veterans, for savings of \$6.2 million to the veterans.
- CVSO’s TAP assisted 225 separating service members from TAFB in applying for benefits.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
VETERANS SERVICES	148,747	145,000	145,000	-	0.0 %
TOTAL REVENUES	148,747	145,000	145,000	-	0.0 %
APPROPRIATIONS					
VETERANS SERVICES	573,350	463,316	459,161	(4,155)	(0.9) %
TOTAL APPROPRIATIONS	573,350	463,316	459,161	(4,155)	(0.9) %
NET COUNTY COST					
VETERANS SERVICES	424,603	318,316	314,161	(4,155)	(1.3) %
NET COUNTY COST	424,603	318,316	314,161	(4,155)	(1.3) %

STAFFING	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
VETERANS SERVICES	4	4	4	0	0 %
TOTAL STAFFING	4	4	4	0	0 %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for FY2013/14 of \$459,161 represents no change in revenues of \$145,000, and a decrease of \$4,155, or 0.9%, in appropriations when compared to the FY2012/13 Adopted Budget. As a result, Net County Cost is decreased by \$4,155, or 1.3%.

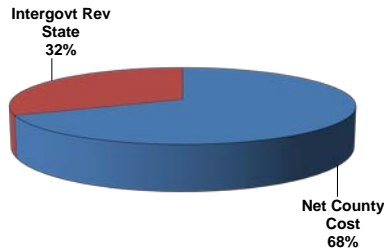
The decrease in appropriations is primarily due to reductions in salaries and health benefit costs; and offset by increases in office expense and postage resulting from the increased claim activity.

The CVSO is primarily funded by the General Fund; however, it should be noted the CVSO brings in millions of dollars that benefit Solano County’s economy. Revenues received come from the State through a Subvention program that provides \$2.6 million statewide to help offset costs to counties for providing services to veterans. This funding is distributed based on individual counties’ workload data. Solano County has consistently ranked in the top 5 or 6 counties for workload, and consequently, for Subvention revenue received. Funding for FY2013/14 is expected to remain at the same level as budgeted for the prior two years.

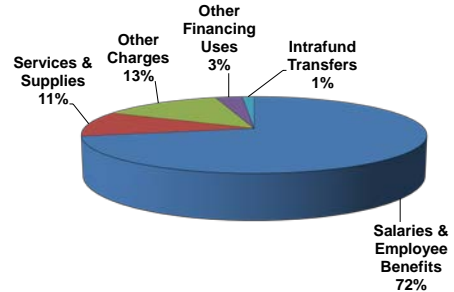
DEPARTMENT COMMENTS

The CVSO has concentrated on outreach activities and efforts that increase veteran awareness of the VA benefits that they are entitled to; and thereby, increasing the number of veterans receiving benefits. The end result increases the federal benefit dollars coming into Solano County. In addition, the office uses volunteers and collaborations with the Federal Veterans Administration to assist veterans with no addition cost to the County.

SOURCE OF FUNDS



USE OF FUNDS



DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Intergovernmental Rev State	148,747	145,000	145,000	0	0.0%
TOTAL REVENUES	148,747	145,000	145,000	0	0.0%
APPROPRIATIONS					
Salaries and Employee Benefits	461,729	342,750	329,450	(13,300)	(3.9%)
Services and Supplies	42,143	41,146	48,375	7,229	17.6%
Other Charges	50,879	61,170	61,720	550	0.9%
Other Financing Uses	15,096	13,958	13,616	(342)	(2.5%)
Intra-Fund Transfers	3,503	4,292	6,000	1,708	39.8%
TOTAL APPROPRIATIONS	573,350	463,316	459,161	(4,155)	(0.9%)
NET COUNTY COST	424,603	318,316	314,161	(4,155)	(1.3%)

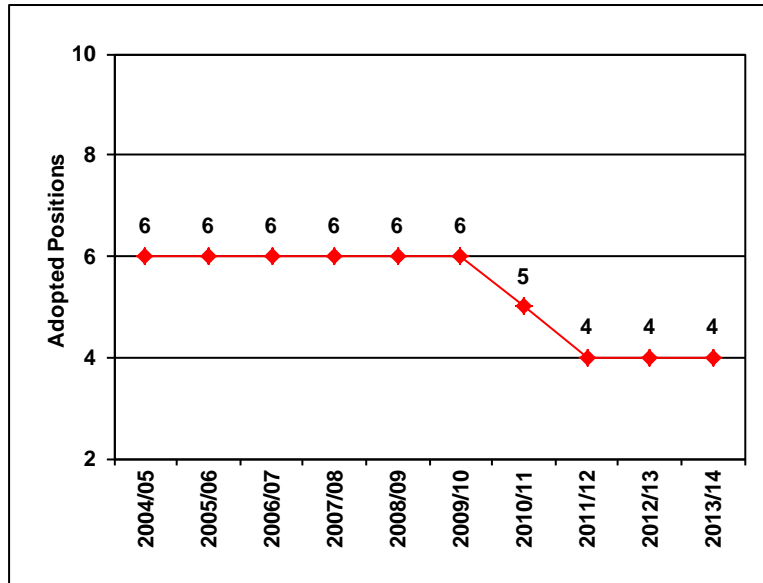
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no changes in the position allocation.

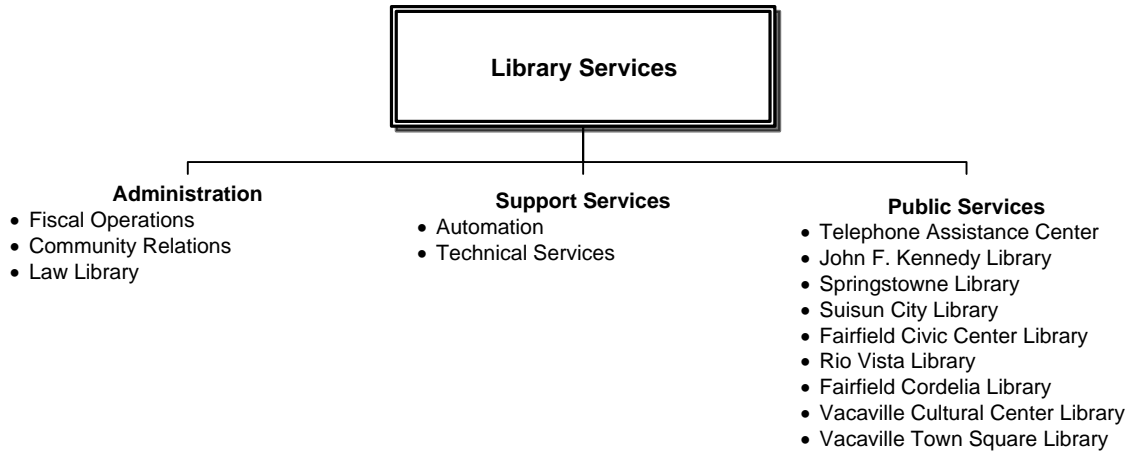
STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

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DEPARTMENTAL PURPOSE

The Solano County Library was established by the Board of Supervisors on April 6, 1914 under the County Free Library Law that was passed by the State legislature in 1909. Today, county libraries come under Education Code Title 1, Division 1, Part 11, Chapter 6, Articles 1-3, sections 19100-19180, which states, in part, that the Board of Supervisors may establish and maintain a county free library. There is no specific mandate related to the establishment of a County Free Library nor is a specific level of service required.

Budget Summary:	
FY2012/13 Third Quarter Projection:	17,481,777
FY2013/14 Recommended:	17,141,994
County General Fund Contribution:	239,149
Percent County General Fund Supported:	1.3%
Total Employees (FTEs):	108.5

FUNCTION AND RESPONSIBILITIES

The Solano County Library provides a full complement of hours, services and programs at eight branches in the cities of Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo. In addition, the Library offers a virtual branch with online services available 24-hours a day, seven-days a week. The Department also operates the County Law Library. The Library provides free use of books, magazines, newspapers, compact discs, DVDs, CD-ROMs, electronic books, government documents, and online databases and resources; staff to assist library customers looking for information and to answer their questions; staff who develop and present reading programs for children, conduct class visits and instructional tours, and offer special informational programs for all age groups; literacy tutoring for adults and families with limited reading skills and for English-as-a-Second Language (ESL) learners; a pediatric literacy program, Reach Out and Read; access to an online catalog, information and research assistance as well as tutoring services for students and lifelong learners; access to computers for personal computing needs as well as technology training in computer centers located in most of the Library’s branches; and partnerships with other government agencies or community groups that directly benefit customers including Children’s Network of Solano County, Solano Childcare Planning Council, Foster Youth Education Project, Solano Community Foundation, City of Fairfield Quality Neighborhood Program, Nonprofit Partnership Program, City of Vacaville, and Vacaville Senior Roundtable.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- The Library began its “Geek the Library” campaign. This was a public awareness campaign funded by the Bill and Melinda Gates Foundation to highlight the importance of public libraries and the funding problems they face. The campaign was designed to generate conversation about the vital role that libraries have in our community. The kickoff began in October and ended in March when the very successful political campaign to renew the library’s sales tax measure began.

Bonnie Katz, Director of Library Services
Library Services

- Continued to address the Department's operational funding deficit through further streamlining methods and staff reductions to maintain hours and other services promised during the Measure B sales tax campaign in 1998. The Department "kept its campaign promises," and the citizens overwhelmingly approved a renewal of the eighth cent sales tax.
- Partnered with United Way and Internal Revenue Service on the "Earn It! Keep It! Save It!" program, providing low to moderate income households with free, quality tax return preparation.
- Received a "Compassion to Action" grant from the California State Library which paired the reading and discussing of the book, *Twelve Steps to a Compassionate Life*, with volunteer opportunities supported by the Library and its partners. This culminated with the Library partnering with other non-profit groups to sponsor the Opportunity Conference which was held in May.

WORKLOAD INDICATORS

During the period of July 1, 2011 – June 30, 2012:

- The Library circulated 3,700,433 materials.
- 1,875,945 people visited the library branches.
- Volunteers donated 34,882 hours of time.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
LIBRARY ADMINISTRATION	16,070,284	14,683,926	16,399,098	1,715,172	11.7 %
PUBLIC SERVICES	406,880	383,140	411,973	28,833	7.5 %
SUPPORT SERVICES	424,556	488,773	506,298	17,525	3.6 %
TOTAL REVENUES	16,901,720	15,555,839	17,317,369	1,761,530	11.3 %
APPROPRIATIONS					
LIBRARY ADMINISTRATION	2,885,159	2,847,709	3,061,935	214,226	7.5 %
PUBLIC SERVICES	9,463,202	10,469,104	9,474,407	(994,697)	(9.5) %
SUPPORT SERVICES	4,005,299	4,439,146	4,605,652	166,506	3.8 %
TOTAL APPROPRIATIONS	16,353,660	17,755,959	17,141,994	(613,965)	(3.5) %
CHANGE IN FUND BALANCE					
LIBRARY ADMINISTRATION	(13,185,126)	(11,836,217)	(13,337,163)	(1,500,946)	12.7 %
PUBLIC SERVICES	9,056,322	10,085,964	9,062,434	(1,023,530)	(10.1) %
SUPPORT SERVICES	3,580,743	3,950,373	4,099,354	148,981	3.8 %
NET CHANGE IN FUND BALANCE	(548,061)	2,200,120	(175,375)	(2,375,495)	(108.0) %

STAFFING					
ADMINISTRATION	14	14	14	0	0 %
PUBLIC SERVICES	83.5	79.5	76.5	(3)	(4) %
SUPPORT SERVICES	19	18	18	0	0 %
TOTAL STAFFING	116.5	111.5	108.5	(3)	(4) %

DEPARTMENTAL BUDGET SUMMARY

The FY2013/14 Recommended Budget for Library Services totals \$17,141,994. When compared to the FY2012/13 Adopted Budget, revenues increased by \$1,761,530, or 11.3%, and appropriations decreased by \$613,965 or 3.5%. The Recommended Budget is balanced.

The primary funding sources for the Department are property taxes and a 1/8 of a penny sales tax dedicated to library services, which are directly tied to the economy. The property tax revenue streams seem to have stabilized after years of decline and sales tax are beginning to rise. However, the Department continues to minimize costs by reducing staff and streamlining services and programs while striving to maintain its level of services.

The Department is projecting an increase in property and sales tax revenues of \$1,347,116. However, \$745,842 is tied to the dissolution of the redevelopment agencies and receipt of these funds is unknown for future fiscal years. Also, there are projected increases of \$169,503 in revenue for services provided to the Vacaville Libraries and Law Library, and \$14,472 in interest revenue. As was included in the Library’s FY2012/13 Adopted Budget, Other Financing Sources include \$750,000 from public facilities fees for library materials and equipment and \$250,000 from Library Debt Reserves for the debt service payment for the renovation project of the Fairfield Civic Center Library. In addition, there is a one-time transfer in from the Library Zones available fund balance.

Factors contributing to significant changes in appropriations include a decrease of \$285,598 in labor costs, primarily due to reductions in staffing. Other factors include decreases of \$82,416 in Services and Supplies due to reductions in telephone services, building maintenance, computers for public use, database services, data processing charges and utilities. Contracted services in the amount of \$340,433 include \$181,143 for custodial services for seven non-County library buildings, \$116,290 for security services for four libraries, and \$43,000 to recoup materials and fines owed to the Library. An increase of \$248,013 in Other Charges results from an increase in Countywide Administrative Overhead (A-87) costs and facility maintenance labor costs.

Fixed Assets reflect a decrease of \$496,000, the result of decreases of \$480,000 for the one-time costs included in FY2012/13 for the remodel of the John F. Kennedy Library in Vallejo and \$66,000 for Library automation computer equipment. This is offset by an increase of \$50,000 for Solano, Napa and Partners (SNAP) integrated library system (ILS) hardware replacement that is beyond their useful life.

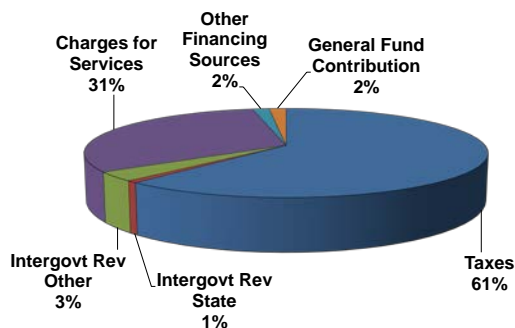
See related Budget Unit 9304 – Fund 004 Contingencies (refer to Contingencies section of the Budget).

DEPARTMENT COMMENTS

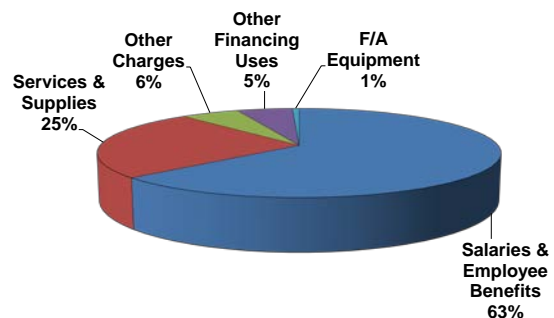
As part of the Library’s effort to deal with its operational funding deficit, the Department continues to fill only “Mission Critical” positions. The Department will accordingly re-structure its organization, functions and program service delivery models. As vacancies occur, the Department will analyze each vacancy and the need to fill the position. In addition, the Department will continue to look at ways to further streamline services using automation and different service deliveries.

The Library, with the City of Vallejo’s consent, continues to move forward with the John F. Kennedy Library remodel/renovation project to consolidate all services from the current two floors onto one floor. The project is anticipated to be completed by Fall 2013.

SOURCE OF FUNDS



USE OF FUNDS



Bonnie Katz, Director of Library Services
Library Services

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Taxes	8,899,869	7,852,853	9,199,969	1,347,116	17.2%
Revenue From Use of Money/Prop	53,128	32,682	45,818	13,136	40.2%
Intergovernmental Rev State	227,283	68,046	112,349	44,303	65.1%
Intergovernmental Rev Federal	2,590	0	0	0	0.0%
Intergovernmental Rev Other	657,949	897,979	506,298	(391,681)	(43.6%)
Charges For Services	4,839,820	4,521,826	4,676,657	154,831	3.4%
Misc Revenue	15,423	0	0	0	0.0%
Other Financing Sources	1,963,963	1,950,473	2,537,129	586,656	30.1%
General Fund Contribution	241,694	231,980	239,149	7,169	3.1%
TOTAL REVENUES	16,901,720	15,555,839	17,317,369	1,761,530	11.3%
APPROPRIATIONS					
Salaries and Employee Benefits	10,908,499	11,151,000	10,865,402	(285,598)	(2.6%)
Services and Supplies	3,592,717	4,411,553	4,329,137	(82,416)	(1.9%)
Other Charges	846,915	694,535	942,548	248,013	35.7%
F/A Bldgs and Imprmts	13,162	480,000	0	(480,000)	(100.0%)
F/A Equipment	62,033	125,000	109,000	(16,000)	(12.8%)
Other Financing Uses	930,333	893,871	895,907	2,036	0.2%
TOTAL APPROPRIATIONS	16,353,659	17,755,959	17,141,994	(613,965)	(3.5%)
CHANGE IN FUND BALANCE	(548,061)	2,200,120	(175,375)	(2,375,495)	(108.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

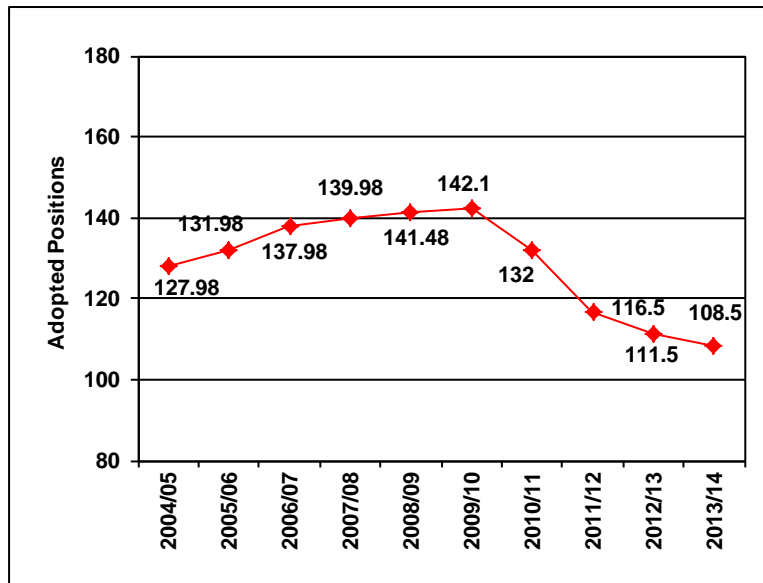
Over the last four fiscal years, there has been a reduction of 33.6 FTE or 24% in staff positions. However, with the continuing expectation that property and sales tax revenues will, at the very minimum, continue to remain flat, the Department will continue to review staffing levels and ways to streamline services. The Department anticipates having a balanced budget for the next two fiscal years, FY2013/14 and FY2014/15.

SUMMARY OF POSITION CHANGES

Reductions in the Library's position allocations from the FY2012/13 Adopted Budget are provided below.

- In February 2013, a classification review of the Community Relations Coordinator class was conducted by Human Resources. Based on that review, the position was reclassified as a Library Marketing and Community Relations Officer.
- Also, in February 2013, as part of the Midyear Report, either due to a job location transfer or departmental promotion, the following vacant funded positions were deleted:
 - 1.0 FTE Library Associate – Fairfield Library – promotion
 - 0.5 FTE Library Associate – Vacaville Townsquare Library – promotion
 - 1.0 FTE Library Assistant – Vacaville Cultural Center – promotion
 - 0.5 FTE Library Assistant – Fairfield Library – vacant

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

The Library continues to address its structural deficit having achieved a balanced budget for FY2013/14. However, with the increase in personnel costs and only the stabilization of property tax, the Department is still working on keeping its budget balanced and decreasing its structural deficit. The Department continues to rely on fund balance or one-time revenues to balance its budget.

The Affordable Care Act will require employers to pay healthcare costs for those who work 30 hours or more per week for 90 days. Although the Library utilizes many extra help employees who shelve library materials, they do not work more than 19 hours per week, therefore the Affordable Care Act should not have an impact to the Library's budget

In April 2013, the Napa County Board of Supervisors approved the termination of the agreement that Napa County has with Solano County and the SNAP system effective June 30, 2014. Although this will have no fiscal impact for the FY2013/14 budget there will be a loss of revenue in FY2014/15. This loss will be somewhat mitigated by the fact that the costs to operate the automated system will decrease. The Department will work in FY2013/14 to address the reduction of this revenue stream.

6300 – Fund 004-Library
Bonnie Katz, Director of Library Services
Library Services

Summary of Other Administered Budgets

DETAIL BY REVENUE AND APPROPRIATION OTHER ADMINISTERED BUDGETS	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
2280 LIBRARY - FRIENDS & FOUNDATION	98,149	122,100	120,500	(1,600)	(1.3) %
6150 LIBRARY ZONE 1	996,217	877,441	938,017	60,576	6.9 %
6166 LIBRARY ZONE 6	14,124	14,029	13,150	(879)	(6.3) %
6167 LIBRARY ZONE 7	315,495	308,261	319,068	10,807	3.5 %
6180 LIBRARY ZONE 2	29,663	29,462	32,502	3,040	10.3 %
APPROPRIATIONS					
2280 LIBRARY - FRIENDS & FOUNDATION	80,263	122,100	120,500	(1,600)	(1.3) %
6150 LIBRARY ZONE 1	895,734	891,395	1,376,401	485,006	54.4 %
6166 LIBRARY ZONE 6	13,994	14,029	19,057	5,028	35.8 %
6167 LIBRARY ZONE 7	309,993	308,261	377,047	68,786	22.3 %
6180 LIBRARY ZONE 2	29,411	29,462	47,823	18,361	62.3 %
NET CHANGE					
2280 LIBRARY - FRIENDS & FOUNDATION	17,887	-	-	-	0.0 %
6150 LIBRARY ZONE 1	100,484	(13,954)	(438,384)	(424,430)	3041.6 %
6166 LIBRARY ZONE 6	130	-	(5,907)	(5,907)	0.0 %
6167 LIBRARY ZONE 7	5,502	-	(57,979)	(57,979)	0.0 %
6180 LIBRARY ZONE 2	252	-	(15,321)	(15,321)	0.0 %

A summary of the budgets administered by the Library is provided on the following pages.

Summary of Other Administered Budgets

6150 – Fund 036-Library Zone 1
Bonnie Katz, Director of Library Services
Library Services

FUNCTION AND RESPONSIBILITIES

This budget provides revenue to offset expenses for the Solano County Library – Fairfield Civic Center Library’s services.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget totals \$1,376,401, representing increases of \$60,576 or 6.9% in revenues and \$485,006 or 54.4% in appropriations when compared to the FY2012/13 Adopted Budget. The increase in revenue is primarily due to revenue resulting from the dissolution of the redevelopment agencies that wasn’t anticipated in the FY2012/13 Adopted Budget. The increase in appropriations is primarily due to an increase in the Operating Transfer Out, including available Fund Balance, to the County Library’s Fund 004, for use as part of the operating budget for the Solano County Library. If there is available Fund Balance at year end, it will be applied as an Operating Transfer Out to the Library.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Taxes	883,025	699,227	922,141	222,914	31.9%
Revenue From Use of Money/Prop	1,571	400	1,833	1,433	358.3%
Intergovernmental Rev State	14,675	14,665	14,043	(622)	(4.2%)
Intergovernmental Rev Other	96,946	163,149	0	(163,149)	(100.0%)
TOTAL REVENUES	996,217	877,441	938,017	60,576	6.9%
APPROPRIATIONS					
Services and Supplies	14,005	17,821	19,247	1,426	8.0%
Other Charges	9,080	10,575	3,227	(7,348)	(69.5%)
Other Financing Uses	872,649	862,999	1,353,927	490,928	56.9%
TOTAL APPROPRIATIONS	895,734	891,395	1,376,401	485,006	54.4%
CHANGE IN FUND BALANCE	(100,484)	13,954	438,384	424,430	3041.6%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

FUNCTION AND RESPONSIBILITIES

This budget provides revenue to offset expenses for the Rio Vista Library's services.

DEPARTMENTAL BUDGET SUMMARY

The FY2013/14 Recommended Budget totals \$47,823, representing increases of \$3,040 or 10.3% in revenues and \$18,361 or 62.3% in appropriations when compared to the FY2012/13 Adopted Budget. The increase in appropriations is primarily due to an increase in the Operating Transfer Out, including available Fund Balance, to the County Library's Fund 004, which includes the operating budget for the Rio Vista Library. If there is any available Fund Balance at year end, it will be applied as an Operating Transfer Out to the Library.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Taxes	28,665	28,059	32,065	4,006	14.3%
Revenue From Use of Money/Prop	69	15	64	49	326.7%
Intergovernmental Rev State	333	339	373	34	10.0%
Intergovernmental Rev Other	596	1,049	0	(1,049)	(100.0%)
TOTAL REVENUES	29,663	29,462	32,502	3,040	10.3%
APPROPRIATIONS					
Services and Supplies	568	589	627	38	6.5%
Other Charges	638	380	396	16	4.2%
Other Financing Uses	28,205	28,493	46,800	18,307	64.3%
TOTAL APPROPRIATIONS	29,411	29,462	47,823	18,361	62.3%
CHANGE IN FUND BALANCE	(252)	0	15,321	15,321	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

FUNCTION AND RESPONSIBILITIES

This budget provides revenue to offset expenses for the Vallejo Library’s services.

DEPARTMENTAL BUDGET SUMMARY

The FY2013/14 Recommended Budget totals \$19,057, with no significant changes in both revenues and appropriations when compared with the FY2012/13 Adopted Budget. If there is any available Fund Balance at year end, it will be applied as an Operating Transfer Out to the Library.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Taxes	13,925	13,864	12,965	(899)	(6.5%)
Revenue From Use of Money/Prop	48	11	43	32	290.9%
Intergovernmental Rev State	151	154	142	(12)	(7.8%)
TOTAL REVENUES	14,124	14,029	13,150	(879)	(6.3%)
APPROPRIATIONS					
Services and Supplies	282	280	300	20	7.1%
Other Charges	417	221	281	60	27.1%
Other Financing Uses	13,295	13,528	18,476	4,948	36.6%
TOTAL APPROPRIATIONS	13,994	14,029	19,057	5,028	35.8%
CHANGE IN FUND BALANCE	(130)	0	5,907	5,907	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

FUNCTION AND RESPONSIBILITIES

This budget provides revenue to offset expenses for the Vallejo Library's services.

DEPARTMENTAL BUDGET SUMMARY

The FY2013/14 Recommended Budget totals \$377,047, with increases of \$10,807 or 3.5% in revenues and \$68,786 or 22.3% in appropriations, when compared to the FY2012/13 Adopted Budget. The change in revenue is due to increases in property tax revenue. The increase in appropriations is primarily due to an increase in the Operating Transfer Out, including available Fund Balance, to the County Library's Fund 004, which includes the operating budget for the Vallejo Library. If there is any available Fund Balance at year-end, it will be applied as an Operating Transfer Out to the Library.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Taxes	308,304	300,280	314,619	14,339	4.8%
Revenue From Use of Money/Prop	579	100	498	398	398.0%
Intergovernmental Rev State	3,790	3,852	3,951	99	2.6%
Intergovernmental Rev Other	2,822	4,029	0	(4,029)	(100.0%)
TOTAL REVENUES	315,495	308,261	319,068	10,807	3.5%
APPROPRIATIONS					
Services and Supplies	6,055	6,163	6,527	364	5.9%
Other Charges	4,124	6,645	2,594	(4,051)	(61.0%)
Other Financing Uses	299,814	295,453	367,926	72,473	24.5%
TOTAL APPROPRIATIONS	309,993	308,261	377,047	68,786	22.3%
CHANGE IN FUND BALANCE	(5,502)	0	57,979	57,979	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

FUNCTION AND RESPONSIBILITIES

This budget provides revenue that is donated to the Library from the four different Friends of the Library Groups and the Foundation. The money is used to enhance programs for all age groups, particularly children, as well as to support literacy services. Programs include the Reach Out and Read component of the Literacy Program, Solano County Kids Read Program, Adult Literacy, and National Library Week and Volunteer appreciation celebrations.

DEPARTMENTAL BUDGET SUMMARY

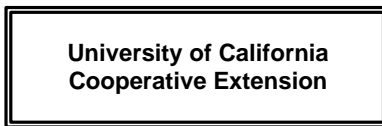
The FY2013/14 Recommended Budget totals \$120,500, with decreases of \$1,600, or 1.3%, in both revenues and appropriations when compared to the FY2012/13 Adopted Budget. This budget receives all revenue from donations and contributions, which are anticipated to decrease slightly in FY2013/14.

See related BU9228-Fund 228 Contingencies (refer to the Contingencies section of the Budget).

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	610	688	704	16	2.3%
Misc Revenue	97,539	121,412	119,796	(1,616)	(1.3%)
TOTAL REVENUES	98,149	122,100	120,500	(1,600)	(1.3%)
APPROPRIATIONS					
Services and Supplies	80,263	122,100	120,500	(1,600)	(1.3%)
TOTAL APPROPRIATIONS	80,263	122,100	120,500	(1,600)	(1.3%)
CHANGE IN FUND BALANCE	(17,887)	0	0	0	0.0%

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.



UC Coop Extension

- Master Gardener Program
- 4-H Youth Development Program
- Nutrition, Family and Consumer Science
- Agriculture Research & Extension
 - Livestock, Orchard, Vegetable Crops, Small Grains, Delta Crops
- Natural Resource Management

DEPARTMENTAL PURPOSE

The University of California Cooperative Extension (UCCE) Department in Solano County was established in 1915 by a cooperative agreement between the Department of Agriculture (USDA), the University of California and the County of Solano. The Department is the primary access for local residents to the resources of the University of California. UCCE's mission is to develop and share research-based knowledge to assist people in solving problems related to agriculture production, natural resources management, youth development, nutrition, and family and consumer sciences.

Budget Summary:

FY2012/13 Third Quarter Projection:	211,162
FY2013/14 Recommended:	220,054
County General Fund Contribution:	218,554
Percent County General Fund Supported:	99.3%
Total Employees (FTEs):	2

FUNCTION AND RESPONSIBILITIES

UCCE's key functions and responsibilities are to 1) assess community and industry needs, 2) develop a research agenda to address those needs, and 3) extend the research-based information through a variety of educational delivery methods. Additionally, the Department manages two volunteer-based direct service units—the 4-H Clubs Program and the Master Gardener Program.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

Significant Accomplishments:

- Solano County Cooperative Extension is working toward implementing a regional model of program delivery through an administrative consolidation with the Yolo County and Sacramento County Cooperative Extension offices. This regional model will increase the ability of UCCE to provide valuable programs to Solano County clientele through a more efficient use of personnel and financial resources.
- Solano County Cooperative Extension requested and received approval from the University of California to hire a Small Farms Advisor to serve small farming enterprises operating in Solano, Yolo and Sacramento counties. Recruitment for this position will begin in February 2014.
- UCCE Farm Advisors in Solano and Yolo counties conducted over 30 crop production studies in enhanced yield and quality.
- The Master Gardener (MG) program collaborated with the County's Director of Juvenile Hall and the County Grounds Supervisor to continue a gardening program as a positive healthy outlet for youth offenders in the Probation Department's New Foundations program. MG volunteers are teaching and mentoring program participants on the basics of fruit and vegetable gardening. Work rotations are arranged so that the New Foundations participants' work in the garden fulfills community service while learning horticultural practices.

Functional Area Summary

**6200 – Fund 001-Cooperative Extension
Morgan Doran, Director/Youth Development Advisor
Agricultural Education**

- Master Gardener volunteers received training on edible landscaping and are educating the public on practices that integrate edible plants into regular landscaping.
- 4-H youth and adult volunteers are leading community projects to memorialize fallen soldiers, locate homes for orphaned kittens and provide youths diverse leadership experiences. The 4-Heroes Project (<http://ca4hfoundation.org/impact/project/operation-4-heroes-fallen-soldier-memorial-park>) strives to establish the Lawson Memorial Park, in memory of Sergeant First-Class Isaac Lawson and others who have sacrificed their lives in service to their country during the Iraq and Afghanistan wars. The 4-H Orphan Kitten Project (<http://ca4hfoundation.org/impact/project/orphan-kitten-pilot-project>) consists of twenty-one 4-H members who have fostered and found forever homes for 117 kittens that otherwise would have been euthanized.

Significant Challenges:

- The Orchard Systems Farm Advisor serving Solano and Yolo counties resigned in November 2012. This resignation comes at a time when orchard crops are rapidly expanding in the two counties. The University of California has approved a request to fill the vacant position with a recruitment process scheduled to begin in September 2013.
- An accelerating rate of retirements coupled with continuing budget constraints has limited UCCE's ability to maintain sufficient staffing levels to meet clientele needs.

WORKLOAD INDICATORS

- Cooperative Extension Farm Advisors held more than 30 information meetings and workshops advancing the use of science-based solutions to local agricultural problems.
- Annually, Master Gardener volunteers deliver an average of 4,000 hours of educational programming to residents of Solano County and logged more than 5,000 contacts and public inquiries during FY2012/13. Twenty-seven volunteers are currently being trained as new Master Gardeners. Ninety-eight certified Master Gardeners provide direct service educational information through venues including farmers markets, hotline inquiries, public lectures and education events.
- Solano County's 4-H Youth Development program has engaged 4,639 youths throughout the county in FY2012/13. There were 195 certified adult volunteers that delivered subject-specific educational experiences and mentoring to 536 4-H club members and 4,103 youths involved in 4-H group programs and events such as SET (Science, Engineering & Technology Program), Ag Day, and Travis 4-H.

DETAIL BY REVENUE AND APPROPRIATION FUNCTIONAL AREA	2011/12 ACTUAL	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
UC COOPERATIVE EXTENSION	2,157	1,500	1,500	-	0.0 %
TOTAL REVENUES	2,157	1,500	1,500	-	0.0 %
APPROPRIATIONS					
UC COOPERATIVE EXTENSION	242,776	226,847	220,054	(6,793)	(3.0) %
TOTAL APPROPRIATIONS	242,776	226,847	220,054	(6,793)	(3.0) %
NET COUNTY COST					
UC COOPERATIVE EXTENSION	240,619	225,347	218,554	(6,793)	(3.0) %
NET COUNTY COST	240,619	225,347	218,554	(6,793)	(3.0) %
STAFFING					
UC COOPERATIVE EXTENSION	2.725	2	2	(0)	(0) %
TOTAL STAFFING	2.725	2	2	(0)	(0) %

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$220,054 reflects no change in revenues and a decrease of \$6,793 or 3% in appropriations when compared to the FY2012/13 Adopted Budget. As a result, the Net County Cost decreased by \$6,793 or 3%.

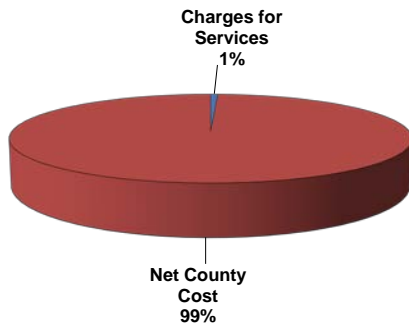
The primary funding source for the UCCE local office is County General Fund. However, included in the Recommended Budget is a \$1,500 revenue contract for the Livestock & Natural Resources Program to provide service to Napa County. The Department continues to seek and receive grants and other sources of funding to enhance programs in the county.

The Department's costs to the County are primarily salaries and benefits for staff to develop and share research-based knowledge with the community and to provide County space for UC Cooperative Extension farm advisors when they provide office hours. These costs also support the coordination of program volunteers who deliver information resources to the public. The UC funds approximately 65% of the Department's total costs, paying the salaries of 7 Farm Advisors (4 are housed in counties other than Solano) that serve Solano County clientele and UC operational overhead costs.

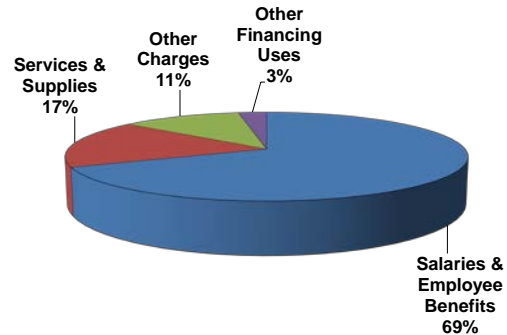
DEPARTMENT COMMENTS

The Department's reliance on the County General Fund to deliver quality UC-researched programs has created an annual challenge for all of its programs and personnel, paid and volunteer. The fiscal constraints imposed on UCCE by county and State governments has forced UCCE to consolidate county offices into a regional service delivery model. Efforts continue on the consolidation of three UCCE county offices (Solano, Yolo and Sacramento). The consolidation is expected to result in savings to Solano County. The consolidated UCCE county offices should be operational sometime in FY2013/14.

SOURCE OF FUNDS



USE OF FUNDS



Functional Area Summary

**6200 – Fund 001-Cooperative Extension
Morgan Doran, Director/Youth Development Advisor
Agricultural Education**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Charges For Services	2,157	1,500	1,500	0	0.0%
TOTAL REVENUES	2,157	1,500	1,500	0	0.0%
APPROPRIATIONS					
Salaries and Employee Benefits	162,604	151,275	152,402	1,127	0.7%
Services and Supplies	28,582	38,828	38,894	66	0.2%
Other Charges	44,668	33,340	25,314	(8,026)	(24.1%)
Other Financing Uses	6,921	5,904	5,944	40	0.7%
Intra-Fund Transfers	1	(2,500)	(2,500)	0	0.0%
TOTAL APPROPRIATIONS	242,776	226,847	220,054	(6,793)	(3.0%)
NET COUNTY COST	240,619	225,347	218,554	(6,793)	(3.0%)

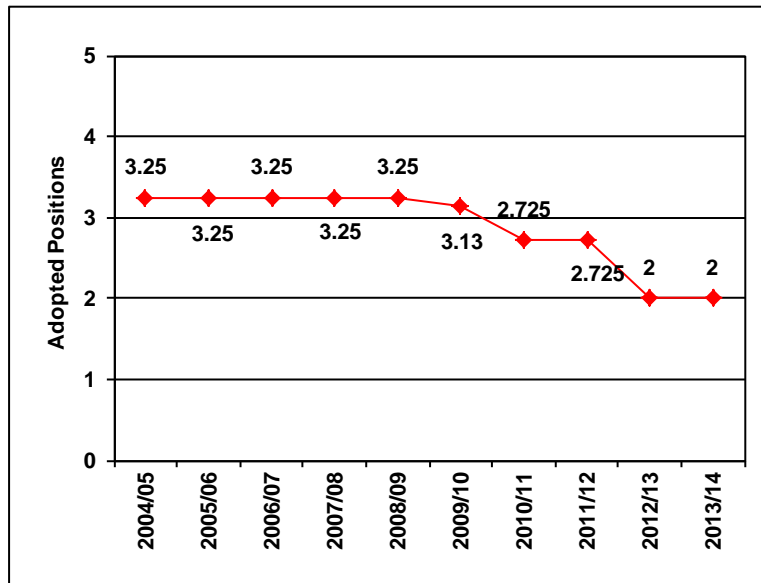
SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

There are no position changes at this time; however, when the UCCE restructuring is completed, it is anticipated that the two County-paid UCCE employees will become UCCE employees.

STAFFING TREND



PENDING ISSUES AND POLICY CONSIDERATIONS

Consolidating the Solano, Yolo and Sacramento County UCCE offices into one administrative unit is anticipated in FY2013/14 which will create administrative efficiencies in program delivery and reduce overall space and operating costs. UCCE will continue to offer the same suite of programs to Solano County residents including agricultural advisor, 4-H and Master Gardener programs and will strive to re-establish the nutrition education program. The 4-H, Master Gardener and nutrition programs will have staff located in a Solano County satellite office, while all other programs will operate from a central office located in Yolo County. This restructuring is expected to improve the delivery of existing programs and expand other programs to Solano

6200 – Fund 001-Cooperative Extension
Morgan Doran, Director/Youth Development Advisor
Agricultural Education

Functional Area Summary

County. The UCCE is dedicated to develop a new structure that will be more efficient, adaptive to County needs and provide a more stable program delivery model.

9301 – Fund 001-Contingencies-General Fund
Birgitta E. Corsello, County Administrator
Legislative & Administration

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	18,225,000	19,000,000	775,000	4.3%
TOTAL APPROPRIATIONS	0	18,225,000	19,000,000	775,000	4.3%

DEPARTMENTAL PURPOSE

This budget unit provides funds for unforeseen emergencies that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The FY2013/14 Recommended Budget Contingency of \$19,000,000 is an increase of \$775,000, or 4.3% when compared to the FY2012/13 Adopted Budget. This amount is consistent with existing Board policy established on February 13, 2007 and reaffirmed in 2012, a General Fund Contingency target equal to 10% of the total General Fund Budget. The FY2013/14 Recommended General Fund Budget totals \$209.3 million. Excluding the \$19,000,000 for Contingency, the Recommended General Fund Budget is \$190,283,009. The Recommended General Fund Contingency of \$19,000,000 is equal to 10% of the Recommended General Fund Budget for FY2013/14.

PENDING ISSUES AND POLICY CONSIDERATIONS

In considering the setting of contingency for FY2013/14, there are a number of uncertainties that may impact the County. FY2013/14 will be a transition year of new programs for the County. With the ACA implementation, there is a potential exposure to the General Fund for increases in medical rates to the County as the employer and as a provider of services. The Governor's May Revision indicates the State is considering realigning some human services programs from the State to the County and will result in a shift of funding to these programs and a loss of funding to other programs (1991 Realignment) to the County. Specifically for FY2013/14, the Governor is proposing to take away \$300 million statewide (\$3.1 million for Solano County) from 1991 Health Realignment Funds that would normally be used to provide county public health services.

FY2013/14 is the third year of the implementation of the 2011 Realignment which shifted state programs and responsibilities to counties in public safety and health and social services. While the voters in November 2012 approved Proposition 30, which affirmed counties' constitutional protections for certain sales tax revenue streams from the State, the current revenue allocation/distribution formula for public safety is an interim formula for FY2013/14 and the health and social services funding sources was flat funded in the past year. The current jail population for Solano County is now over 1,000 and there is a concern that the County will continue to have a growing and longer staying jail population (under AB 109 Realignment) to manage and that AB109 realignment revenues from the State will not cover the increasing costs for the County. If this trend proves correct, then the County will have to appropriate additional General Fund funding above current recommended budget appropriations to be able to properly staff and manage this growing jail population.

Another potential exposure to the General Fund is a potential reduction in ABX126 revenues in FY2013/14. Despite the redevelopment agencies dissolving in February 2012, there are currently 81 lawsuits pending on the Redevelopment Dissolution Process statewide, and there are a number of legislative bills that seek to expand and redefine the financial obligations for the successor agencies (former redevelopment agencies) and that if adopted, may potentially reduce the dollar amount of ABX126 residual taxes that the County and other taxing entities currently receive. Also of note there are a few successor agencies (cities) in Solano County that are still in the active appeal process with the Department of Finance over properties and obligations (not currently allowed) and as a result may negatively impact projected ABX126 revenues as well.

In summary, with all of these fiscal uncertainties, the County Administrator recommends a Contingency appropriation of \$19,000,000 for FY2013/14.

9306 – Fund 006-Contingencies-Accumulated Capital Outlay (ACO)
Michael J. Lango, Director of General Services
County Administrator
Plant Acquisition

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	1,181,129	1,695,687	514,558	43.6%
TOTAL APPROPRIATIONS	0	1,181,129	1,695,687	514,558	43.6%

DEPARTMENTAL PURPOSE

This budget unit provides funds for unforeseen capital projects, which may be identified by the General Services Department during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$1,695,687. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues and policy considerations at this time.

9402 – Fund 106-Contingencies-Public Art Projects
Michael J. Lango, Director of General Services
Plant Acquisition

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	5,640	22,590	16,950	300.5%
TOTAL APPROPRIATIONS	0	5,640	22,590	16,950	300.5%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Public Art Projects (BU 1630) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$22,590. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

9124 – Fund 296-Contingencies-Public Facilities Fee

Birgitta E. Corsello, County Administrator

Plant Acquisition

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	2,111,856	3,176,687	1,064,831	50.4%
TOTAL APPROPRIATIONS	0	2,111,856	3,176,687	1,064,831	50.4%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Public Facilities Fees Fund (BU 1760) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a Contingency appropriation of \$3,176,687. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections and is restricted in its use. Refer to Public Facilities Fee operating budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

9149 – Fund 249-Contingencies-H&SS Capital Projects
Michael J. Lango, Director of General Services
Plant Acquisition

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	134,445	168,324	33,879	25.2%
TOTAL APPROPRIATIONS	0	134,445	168,324	33,879	25.2%

DEPARTMENTAL PURPOSE

This budget unit provides funds for unforeseen H&SS capital projects that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a Contingency appropriation of \$168,324. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

9123 – Fund 281-Contingencies-Survey Monument Preservation

Bill Emlen, Director of Resource Management

Other General

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	14,733	40,409	25,676	174.3%
TOTAL APPROPRIATIONS	0	14,733	40,409	25,676	174.3%

DEPARTMENTAL PURPOSE

This budget unit is utilized by Resource Management's Survey Monument Preservation (BU 1950) to accommodate any unforeseen financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$40,409. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

9116 – Fund 233-Contingencies-DA Special Revenue Fund
Donald A. du Bain, District Attorney
Judicial

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	1,165,329	1,547,773	382,444	32.8%
TOTAL APPROPRIATIONS	0	1,165,329	1,547,773	382,444	32.8%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the District Attorney (DA) to accommodate any financing needs that may arise in the DA's Consumer Fraud Operating Budget (BU 6502) during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$1,547,773. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues and policy considerations at this time.

9117 – Fund 241-Contingencies-Civil Processing Fees

**Thomas A. Ferrara, Sheriff/Coroner
Public Protection**

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	478,422	507,436	29,014	6.1%
TOTAL APPROPRIATIONS	0	478,422	507,436	29,014	6.1%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Sheriff's Civil Processing Unit (BU 4110) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a Contingency appropriation of \$507,436. This amount reflects the estimated funding available based on FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations.

9118 – Fund 253-Contingencies-Sheriff Asset Seizure

**Thomas A. Ferrara, Sheriff/Coroner
Public Protection**

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	182,945	173,627	(9,318)	(5.1%)
TOTAL APPROPRIATIONS	0	182,945	173,627	(9,318)	(5.1%)

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Sheriff's Asset Seizure Unit (BU 4120) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a Contingency appropriation of \$173,627. This amount reflects the estimated funding available based on FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations.

9125 – Fund 326-Contingencies-Sheriff Special Revenue Fund

**Thomas A. Ferrara, Sheriff/Coroner
Public Protection**

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	267,146	322,384	55,238	20.7%
TOTAL APPROPRIATIONS	0	267,146	322,384	55,238	20.7%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Sheriff's Office to accommodate any unforeseen needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a Contingency appropriation of \$322,384. This amount reflects the estimated funding available based on FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations.

9256 – Fund 256-Contingencies-Sheriff OES

**Thomas A. Ferrara, Sheriff/Coroner
Public Protection**

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	385,071	154,799	(230,272)	(59.8%)
TOTAL APPROPRIATIONS	0	385,071	154,799	(230,272)	(59.8%)

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Sheriff's OES Division (BU 2560) to accommodate any financing needs that may arise during the fiscal year. Funding is a balance remaining from a one-time donation of funds from Valero Refining Company for communication enhancements for public safety.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a Contingency appropriation of \$154,799. This amount reflects the estimated funding available based on FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations.

9119 – Fund 263-Contingencies-CJ Facility Temp. Const. Fund

Michael J. Lango, Director of General Services

Justice

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	753,483	576,006	(177,477)	(23.6%)
TOTAL APPROPRIATIONS	0	753,483	576,006	(177,477)	(23.6%)

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Criminal Justice Temporary Construction Fund (BU 4130) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$576,006. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

9120 – Fund 264-Contingencies-Courthouse Temp. Const. Fund

**Michael J. Lango, Director of General Services
Justice**

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	673,236	475,140	(198,096)	(29.4%)
TOTAL APPROPRIATIONS	0	673,236	475,140	(198,096)	(29.4%)

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Courthouse Temporary Construction Fund (BU 4140) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$475,140. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

9151 – Fund 035-Contingencies-Juv. Hall Rec.-Ward Welfare Fund

**Christopher Hansen, Chief Probation Officer
Detention & Corrections**

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	92,596	92,174	(422)	(0.5%)
TOTAL APPROPRIATIONS	0	92,596	92,174	(422)	(0.5%)

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Probation Department (BU 8035) to address any unforeseen ward welfare needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a Contingency appropriation of \$92,174. This amount reflects the estimated funding available based on FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations.

9115 – Fund 215-Contingencies-Recorder/Micrographic

Marc Tonnesen, Assessor/Recorder

Other Protection

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	6,649,984	6,541,694	(108,290)	(1.6%)
TOTAL APPROPRIATIONS	0	6,649,984	6,541,694	(108,290)	(1.6%)

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Recorder/Micrographic (BU 4000) to accommodate any financing needs that may arise during the fiscal year. The funds are segregated by purpose and can only be used specifically for the intent they were collected: Micrographics, Recorder’s System Modernization and Social Security Number Truncation.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$6,541,694. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues and policy considerations at this time.

9129 – Fund 120-Contingencies-Homeacres Loan Program

Bill Emlen, Director of Resource Management

Other Protection

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	1,149,942	1,155,867	5,925	0.5%
TOTAL APPROPRIATIONS	0	1,149,942	1,155,867	5,925	0.5%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Homeacres Loan Program to accommodate any unforeseen financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$1,155,867. This amount reflects the estimated funding available based upon the FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues and policy considerations at this time.

9165 – Fund 105-Contingencies-Home 2010 Program
Bill Emlen, Director of Resource Management
Other Protection

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	241,049	20,759	(220,290)	(91.4%)
TOTAL APPROPRIATIONS	0	241,049	20,759	(220,290)	(91.4%)

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Home 2010 Program to accommodate any unforeseen financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$20,759. This amount reflects the estimated funding available based upon the FY2012/13 Third Quarter Projections for the CDBG 1999 (BU 8215), CDBG 2000 (BU 8216), HOME 2006 (BU 8225) and HOME 2010 (BU 8217).

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

9312 – Fund 012-Contingencies-Fish/Wildlife Propagation Program

Bill Emlen, Director of Resource Management

Other Protection

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	26,336	8,721	(17,615)	(66.9%)
TOTAL APPROPRIATIONS	0	26,336	8,721	(17,615)	(66.9%)

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Fish/Wildlife Propagation Program (BU 2950) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$8,721. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

9315 – Fund 110-Contingencies-Micro-Enterprise Business
Bill Emlen, Director of Resource Management
Other Protection

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	12,114	53,027	40,913	337.7%
TOTAL APPROPRIATIONS	0	12,114	53,027	40,913	337.7%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Micro-Enterprise Business (BU 2110) to accommodate any unforeseen financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$53,027. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

9132 – Fund 046-Contingencies-Consolidated County Service Area

Bill Emlen, Director of Resource Management

Public Ways

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	0	415,805	415,805	0.0%
TOTAL APPROPRIATIONS	0	0	415,805	415,805	0.0%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Consolidated County Services Area (BU 9746) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$415,805. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues and policy considerations at this time.

9122 – Fund 278-Contingencies-Public Works Improvements
Bill Emlen, Director of Resource Management
Public Ways

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	56,598	107,898	51,300	90.6%
TOTAL APPROPRIATIONS	0	56,598	107,898	51,300	90.6%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Public Works Improvements (BU 3020) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a contingency appropriation of \$107,898. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

9290 – Fund 390-Contingencies-Tobacco Prevention & Education

Patrick Duterte, Director of Health & Social Services

Health/Hospital Care

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	66,943	66,943	0	0.0%
TOTAL APPROPRIATIONS	0	66,943	66,943	0	0.0%

DEPARTMENTAL PURPOSE

This budget unit is utilized by H&SS to accommodate any financing needs related to Tobacco Prevention and Education (BU 7950) that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a Contingency appropriation of \$66,943. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

9228 – Fund 228-Contingencies-Library-Special Revenue
Bonnie Katz, Director of Library Services
Library Services

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	110,684	110,684	0	0.0%
TOTAL APPROPRIATIONS	0	110,684	110,684	0	0.0%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Library (BU 2280) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a Contingency appropriation of \$110,684. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

9304 – Fund 004-Contingencies-Library
Bonnie Katz, Director of Library Services
Library Services

MAJOR ACCOUNTS CLASSIFICATIONS	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
APPROPRIATIONS:					
Contingencies	0	0	7,459,620	7,459,620	0.0%
TOTAL APPROPRIATIONS	0	0	7,459,620	7,459,620	0.0%

DEPARTMENTAL PURPOSE

This budget unit is utilized by the Library (BU 6300) to accommodate any financing needs that may arise during the fiscal year.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget includes a Contingency appropriation of \$7,459,620. This amount reflects the estimated funding available based upon FY2012/13 Third Quarter Projections.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations at this time.

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DISTRICT PURPOSE

The East Vallejo Fire Protection District (EVFPD) was established for the purpose of disbursing special assessment revenues collected within the District's jurisdiction to the City of Vallejo through a contract for fire protection services to its citizens.

Budget Summary:	
FY2012/13 Third Quarter Projection:	336,930
FY2013/14 Recommended:	338,715
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	0

FUNCTION AND RESPONSIBILITIES

The EVFPD's jurisdiction is Southeast Vallejo, an unincorporated area of the county, surrounded by the City of Vallejo. This budget unit receives property taxes from this area for the payment of fire protection services. The Board of Supervisors serve as the District's Board of Directors and the District service contract is administered through the County Administrator's Office.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

None.

WORKLOAD INDICATORS

None.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget for the EVFPD of \$338,715 represents decreases of \$30,920 or 8.4% in revenues and \$30,920 or 8.4% in appropriations when compared to its FY2012/13 Adopted Budget.

The decrease in revenues is the result of a reduction in tax revenue projected for FY2013/14. Contracted Services with the City of Vallejo Fire Department is budgeted at \$326,865 and is based on anticipated property tax revenues less \$8,350 in administrative support costs. If there is any available Fund Balance at the FY2012/13 year-end, the Department requests the Auditor-Controller increase the Department's appropriations for Contracted Services by the amount of the available ending Fund Balance.

DEPARTMENT COMMENTS

None.

SUMMARY BY SOURCE	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 CAO RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
134 - EAST VJO FIRE DISTRICT					
Taxes	365,568	364,705	333,815	(30,890)	(8.5%)
Revenue From Use of Money/Prop	501	180	150	(30)	(16.7%)
Intergovernmental Rev State	4,076	3,404	3,404	0	0.0%
TOTAL FINANCING AVAILABLE	370,145	368,289	337,369	(30,920)	(8.4%)
Services and Supplies	382,139	365,785	334,865	(30,920)	(8.5%)
Other Charges	4,007	3,850	3,850	0	0.0%
TOTAL FINANCING REQUIREMENTS	386,146	369,635	338,715	(30,920)	(8.4%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

None.

SUMMARY OF POSITION CHANGES

The EVFPD has no employees. The District contracts out for fire protection services.

PENDING ISSUES AND POLICY CONSIDERATIONS

The District's property tax revenues have not yet stabilized and remain at risk of further declines during the economic recovery.

DISTRICT PURPOSE

The Consolidated County Service Area (CCSA) provides street lighting in the unincorporated areas of Solano County.

Budget Summary:

FY2012/13 Third Quarter Projection:	211,000
FY2013/14 Recommended:	171,000
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	0

FUNCTION AND RESPONSIBILITIES

The Consolidated County Service Area (CSA) provides street lighting in the unincorporated areas of Solano County. This budget funds maintenance of 574 existing streetlights, including the cost of electricity and the installation of new street lights. This budget is entirely funded through property taxes.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

In FY2012/13, 22 street lights were installed in various intersections near Dixon, Fairfield, Vacaville and Rio Vista to improve night-time driver visibility and increase traffic safety. Minor maintenance light replacements were completed in the Green Valley and Cordelia areas.

Continued expenditures for replacement of aged street lights and installation of new lights is anticipated in FY2013/14. Revenues are expected to decrease very slightly, due to a small decrease in property taxes received.

WORKLOAD INDICATORS

- Operated and maintained 574 street lights.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$171,000 for the Consolidated County Service Area represents an increase of \$140,873, or 165.8%, in revenues and a decrease of \$11,678, or 6.4%, in appropriations when compared to the FY2012/13 Adopted Budget. The difference in revenues and appropriations will be funded from Fund 046 Reserves.

See related Budget Unit 9132 – Fund 046 Contingencies (refer to Contingencies section of the Budget)

SUMMARY BY SOURCE	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 CAO RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
046 - COUNTY CONSOLIDATED SVC AREA					
Taxes	79,409	79,000	71,200	(7,800)	(9.9%)
Revenue From Use of Money/Prop	3,668	4,500	4,100	(400)	(8.9%)
Intergovernmental Rev State	877	800	800	0	0.0%
Charges For Services	0	641	18	(623)	(97.2%)
From Reserve	0	0	149,696	149,696	0.0%
TOTAL FINANCING AVAILABLE	83,954	84,941	225,814	140,873	165.8%
Services and Supplies	44,994	145,600	155,600	10,000	6.9%
Other Charges	17,836	17,151	15,400	(1,751)	(10.2%)
Contingencies and Reserves	0	19,927	0	(19,927)	(100.0%)
TOTAL FINANCING REQUIREMENTS	62,829	182,678	171,000	(11,678)	(6.4%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

The increase in revenues is primarily due to the anticipated use of reserves to fund the replacement of aged street lights and the installation of new lights in FY2013/14.

SUMMARY OF POSITION CHANGES

The Consolidated County Service Area has no employees. Administration of the budget is performed by Public Works Engineering staff, while the installation and maintenance of the street lights is done by PG&E or private contractors.

DEPARTMENTAL PURPOSE

The Workforce Investment Board of Solano County, Inc. (WIB) is a private, nonprofit, 501(c) (3) organization serving as the administrator/operator of primarily federally-funded workforce development grants and programs. The WIB of Solano County Board of Directors is appointed by the County Board of Supervisors and acts as the federally mandated, business-led “Workforce Investment Board” to oversee U.S. Department of Labor (DOL) Workforce Investment Act (WIA) grants and programs.

Budget Summary:	
FY2012/13 Third Quarter Projection:	5,034,188
FY2013/14 Recommended:	4,255,561
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	0

FUNCTION AND RESPONSIBILITIES

The WIB of Solano County links employers with employees to improve the quality, competitiveness and productivity of the local workforce. The WIB Board serves employers and jobseekers. The budget reflects the total revenue and appropriation estimates for the coming years. The Board of Supervisors, as required by law reviews and approves the Budget. WIB is a separate non-profit employer.

Services are provided through: (a) the Solano Employment Connection (SEC), the County’s One-Stop Career Center system (a 22-member collaborative of education, training and employment entities, which the WIB of Solano County oversees); and (b) a number of DOL block grants serving adult, dislocated workers and youth jobseekers. A menu of services is offered to jobseekers and to businesses.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

The WIB faces the following major challenges for the upcoming year.

- A range of minor to major reductions in federal funding, based on Congressional actions to balance the federal budget and reign in domestic spending, could severely reduce the WIB’s ability to maintain the full range of services in two One-Stop Career Center operations (in Vallejo and Fairfield) and WIB’s ability to serve as many adult jobseekers, dislocated workers and youth with education, training and employment services. Services for employers will be impacted as well.
- Demand for services are outstripping available resources, even at current funding levels. The numbers of unemployed job seekers seeking One-Stop and WIB intensive services continue to rise, given current economic times. Even as a slight upturn in hiring is occurring, more job seekers who had stopped looking for jobs are re-engaging in their proactive job search and seeking assistance in the One-Stop Centers.
- The WIB is assigned the task of “up-skilling” and “re-skilling” the workforce, in anticipation of the economic rebound. This is proving especially hard to carry out, when jobseekers do undertake training in a new career field and do their best to look for work, only to find either: a) few job opportunities to follow; and/or b) vocational training in a new career is not sufficient – employers are also looking for persons with direct experience in a given industry.
- Employers continue to express deep-seated concern over the qualifications and preparedness of job seekers to fill increasingly more demanding jobs. The current “labor surplus” market is masking an underlying problem; a longer-term more comprehensive effort is needed to provide workers with a solid educational foundation, specific job-related (or “hard”) skills, and much-needed work readiness (or “soft”) skills.
- The WIB and One-Stop Center operations continue to adapt and be relevant in the lives of jobseekers and employment needs of employers. New services have been added; more employers are using these services, and shifts in WIB “product lines” (as a business-like organization) are taking place. This continuous improvement effort and ever-increasing efforts at providing best-possible customer service are ongoing despite annual funding reductions.
- The WIB and One-Stop Centers are being asked to “leverage” other educational/training/employment resources and to “braid” these resources in to a coordinated, comprehensive demand-driven workforce development system. This is partly the answer for ever-declining funding. While attractive in theory there are realistic limitations upon such leveraging and braiding, especially as many programs and systems are facing declining resources.

Birgitta E. Corsello, County Administrator
Other Assistance

- Larger changes may be called for as Congress attempts to retool the nation's public workforce system, while holding funding steady or at reduced levels.

WORKLOAD INDICATORS

The work of the WIB is guided by three major measurement systems, as follows:

- The federal WIA system has a nine-part set of "Common Measures" for the basic Adult, Dislocated Worker and Youth programs. The WIB seeks to either "exceed" (at 100% plus of plan) or "meet" (at between 80% and 99% of plan) these annual standards. For the FY2011/12 period, the WIB met or exceeded all nine of these Measures.
- Each special grant has its own performance outcomes that includes overall enrollment numbers, planned outcomes, and expected expenditure plans. Again, the WIB seeks to meet or exceed each of these standards for each grant. The WIB is meeting these basic obligations for the variety of special projects serving ex-offenders, veterans, and dislocated workers. However, job placement rates are gradually lowering, as the full impact of the tough economy and job market are being realized.
- The WIB has an internal, multi-factorial consideration process to assess staff's overall performance taking the above-cited statistical outcomes in mind, plus certain subjective considerations. The WIB Board of Directors has rightfully recognized staff's high attainment against these multi-factorial considerations.

DEPARTMENTAL BUDGET SUMMARY

The Recommended Budget of \$4,255,561 for the WIB represents overall decreases of \$556,222 or 11.6% in revenues and \$591,267 or 12.2% in appropriations when compared to the FY2012/13 Adopted Budget. There is no General Fund support to this budget, as WIB's activities are fully grant-funded.

DEPARTMENT COMMENTS

Overall, the FY2013/14 Recommended Budget for the Workforce Investment Board (WIB) is based on the best estimates of federal grant funding that is anticipated to be awarded for the fiscal year. In addition to the projection of available new federal funding, the Budget includes the projection of unspent funds remaining at June 30, 2013, and available for expenditure in FY2013/14. It is almost certain that future recalculations will need to be made for both revenue and expenditure line-items.

The WIB does not receive any County General Fund support. The WIB submits a plan and budget to the State of California on behalf of the County. The State then allocates Federal money to the WIB through the County. The WIB may also receive funding through the regional collaborative, North Bay Employment Connection, and through awarded service contracts.

The number of WIA clients served has changed over time due to fluctuations in awarded funding: FY2008/09 = 765; FY2009/10 = 1,344; FY2010/11 = 1,425; FY2011/12 = 844, FY2012/13 = 722, and a forecasted total for FY2013/14 of 588. All program service levels and activities are based on the grant funding amounts awarded to the WIB. Services are adjusted to satisfy the program goals and to efficiently utilize the available funding for each grant.

The number of job seekers served in the Solano Employment Connection One-Stop Career Centers has averaged about 7,000 per year with 60,000 visits made to the centers.

Functional Area Summary

7200 – Fund 903-Workforce Investment Board (WIB)

**Birgitta E. Corsello, County Administrator
Other Assistance**

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	1,491	0	0	0	0.0%
Intergovernmental Rev Federal	4,937,175	4,811,783	4,255,561	(556,222)	(11.6%)
Misc Revenue	8,005	0	0	0	0.0%
TOTAL REVENUES	4,946,671	4,811,783	4,255,561	(556,222)	(11.6%)
APPROPRIATIONS					
Salaries and Employee Benefits	2,942,522	2,914,338	2,263,828	(650,510)	(22.3%)
Services and Supplies	853,411	776,279	791,728	15,449	2.0%
Other Charges	1,127,055	1,156,211	1,200,005	43,794	3.8%
F/A Equipment	8,004	0	0	0	0.0%
TOTAL APPROPRIATIONS	4,930,992	4,846,828	4,255,561	(591,267)	(12.2%)
NET CHANGE	(15,680)	35,045	0	(35,045)	(100.0%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

Revenue – significant factors contributing to changes from FY2012/13:

In general there is much uncertainty as to the amount of funding that will be available under the Workforce Investment Act, the primary source of Solano WIB funding. The trajectory of the formula-allocated funding for Adults, Dislocated Workers, and Youth is uncertain and this budget includes funding levels equal to the FY2012/13 amounts for those grants.

The most significant difference in available funding is in the amount of discretionary grants; funding which is awarded on a competitive basis and for which the Solano WIB has successfully competed in the past. The Solano WIB has a history of discretionary funding equaling approximately 30% of the overall revenue budget. The amount of funds that are being released through this competitive process have diminished to the point where there are currently no opportunities on the horizon for the Solano WIB. The Recommended Budget does not include any discretionary funding.

- WIA Formula Grants: Adult, Youth, Dislocated Worker, and Administration funds; the grant amounts for FY2012/13, allotted by formula, may remain steady through the coming year. These are the traditional base WIA grant allotments for local WIBs and the FY2013/14 amount has been estimated to equal FY2012/13 level. The difference in revenue amount is a result of the estimate of unspent funds that will be available at June 2013 to spend in FY2013/14. This estimate of unspent funds has been decreased by about 60% from the prior year amount. Grant allotments and funds remaining unspent at June 2013 are likely to change, and as needed, they will be amended in future financial reports. The Recommended Budget includes \$4,043,733 in WIA Formula grant funding.
- Veterans: A two year grant for \$465,000 was awarded to the Solano WIB for the period July 2011 – March 2013. A new solicitation for funding proposals may be issued by the State Employment Development Department in spring 2013, in which case, the WIB will submit a proposal building on our many years of successful Veterans programs.
- State Compensation Insurance Fund (SCIF): this grant was awarded to Solano WIB for the period January 2012 through September 2013. At this time, the WIB expects to complete the program services by June 2013. The job seeker participation rate in this program was lower than expected, the duration of the program shorter, with a lower level of expenditures. This represents a decrease of \$369,459 when compared to the FY2012/13 Adopted Budget.
- NUMMI Plant Closure project ended September 2012. The project served the workers, who reside in Solano County, who were dislocated by the NUMMI plant closure. This project was operated in collaboration with other Bay Area WIBs whose communities were impacted by the plant closure. This represents a decrease of \$42,000 when compared to the FY2012/13 Adopted Budget.
- National On-the-Job-Training program ended September 2012. This project was designed to find employment slots for job seekers who can benefit from some additional vocational training in the workplace. The program reimbursed employers for partial costs of the trainee’s wages to compensate the employer for the extraordinary cost of additional training. The WIB

Birgitta E. Corsello, County Administrator
Other Assistance

continues to write On-the-Job Training contracts with area employers, under other grants. At this time, no funding was included in the FY2013/14 Recommended Budget.

- WIA Rapid Response funds: the grants amounts for FY2013/14, allotted by formula, may remain steady, and have been estimated at the FY2012/13 level of \$211,828.

Appropriations – significant changes from FY2012/13:

Significant changes have occurred in the environment of the Solano WIB that impact the projected expenditures for FY2013/14. The primary driving force is the decrease in projected grant funding which forces a corresponding projected decrease in expenditures, with the exception of fixed costs.

In addition, the staffing of the Solano Employment Connection One-Stop Centers has changed. WIB staff is no longer housed in the Vallejo One-Stop site and Employment Development Job Service staff is no longer housed in the Fairfield One-Stop site. However, staff from each agency will continue to provide services in each One-Stop site. The two Partner agencies have developed Memorandums of Understanding detailing how the two staffs will swap space and services in the One-Stop sites to continue services to the job seekers. This reconfiguration achieves some program efficiencies; however in the short-term, the net result of this change for the Solano WIB is that the fixed cost of space will increase for the next year. The WIB will pursue cost cutting measures during FY2013/14.

- Salaries and Employee Benefits: The Recommended Budget includes funding for 33 FTE. This compares to the initial 40 in FY2012/13, and the actual average of 38 FTEs during FY2012/13. As the revenue amounts included in this budget are estimates, the actual final number of FTEs may vary, and commitments to personnel will be undertaken only as grant amounts become available. The overall decrease in labor costs is \$650,510 or 22.3% from the FY2012/13 Adopted Budget, due to staffing reductions.
- Services and Supplies: The requested amounts vary from the prior budget based on calculations considering the current number of FTEs, the prior actual cost experience, cost-cutting efforts, facilities changes, and the projected operational changes resulting from the anticipated programmatic responsibilities. The variable costs will fluctuate with changes in the number of FTEs. While most variable costs decreased, facility costs and software maintenance increased. The Services and Supplies budget category has an overall increase of \$15,449 or 2% from the FY2012/13 Adopted Budget.
- Other Charges: Overall direct client expenditures projected to be spent is directly related to the estimated FY2013/14 revenues, the specific grants that will be funded, and the corresponding service levels. Although costs have decreased for delivering services, costs related to job training for job seekers has increased. The overall increase in the Other Charges category is \$43,794 or 3.8% increase over the FY2012/13 Adopted Budget.

SUMMARY OF POSITION CHANGES

No position changes are planned at this time, but near-term reductions are anticipated. With anticipated reductions in federal funding for the agency, some downsizing will be needed. The size of such a reduction can only be established and accounted for once the size of any budget reduction is known.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are two major federal deliberations which may affect the future status of, and activities of the WIB agency, as discussed below. Within these two are mixed signals of Congressional support for the WIA program's legislative reauthorization and annual appropriations.

- The Congress and President continue debating efforts to balance the annual federal budget and reduce the federal debt levels. The "annual deficit spending" debates also have an impact. However, there is expressed bipartisan support for the "public workforce system" and a block grant effort to local communities, with a business-led board. Proposals for complete elimination of the federal WIA program funding are not being suggested as in FY2010/11, and proposals for "steady state" or perhaps up to a 10-12% reduction are being discussed. This lays open a lot of uncertainty and a wide range of possible options for the future; and
- Congressional authorizing committees are taking up WIA Reauthorization legislation, which would provide a continued longer-term revenue stream for the program. This effort has been undertaken a number of times across the last eight

years, only to be stalled. However, there is initial optimism that WIA Reauthorization will be passed in the next Congressional session.

- A number of new initiatives are coming forth at the State level. These pose a greater current or potential impact on the WIB's operation. These include the following.
 - Congress has removed the bulk of the Governor's discretionary WIA funds, which the WIB routinely was able to access with successful competitive grant applications. This has long-term implications for the WIB. Without this funding source, such dedicated programs for veterans, ex-offenders, and certain targeted industries will likely have to cease.
 - State legislative actions and/or staff-led initiatives are gradually impeding upon local decision-making (as envisioned/afforded in the WIA legislation itself) and moving the public workforce system toward a more "one size fits all" model for administration and service delivery. Some of these initiatives present unfunded mandates upon local governments and WIBs.
 - The challenge of day-to-day operation of the One-Stop Centers is compounded by continued reductions in State funding for virtually every local agency that serves as a One-Stop Center partner. This includes annual reductions in staffing provided by the State Employment Development Department (EDD). Either more of the responsibility falls upon the WIB to support One-Stop Center services, or major reductions in the range and/or availability of services may have to be implemented in the near future.

Mike Paluszak, General Manager
Solano County Fair

DEPARTMENTAL PURPOSE

Solano County Fair Association (SCFA) is a 501(c)3 nonprofit organization established in 1946 to conduct the annual Solano County Fair and to oversee the day-to-day operations of the County’s fairgrounds property. The SCFA strives to provide a year round regional destination point by presenting first-class, multi-use entertainment and recreation facilities that support the County Fair and provide an economic and quality of life asset to the greater Solano County community.

Budget Summary:	
CY2013:	3,050,198
County General Fund Contribution:	0
Percent County General Fund Supported:	0%
Total Employees (FTEs):	25.5

FUNCTION AND RESPONSIBILITIES

SCFA operates under a contract with the County of Solano as a self-supporting enterprise fund. The vast majority of its revenues are generated by the operations of the fairgrounds. The County uses license fees generated by the California horse racing industry to offset the cost of providing staff services to the SCFA. Other non-operating revenues include interest income.

In June 2009, the County Board of Supervisors in cooperation with the City of Vallejo initiated the visioning effort known as Solano360. The County, the City of Vallejo and the SCFA are working together to redevelop the fairgrounds property and create a Fair of the Future. For more details on this ongoing effort, refer to Budget Unit 1815 in the Capital Projects section.

SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

- The 2012 Fair continued to build upon programs including the County & Cities Expo and the Cultural Pavilion, with emphasis on local participation. Comments solicited as part of the “People’s Choice” ballot for the County & Cities exhibits indicate that guests noticed, appreciated, liked and enjoyed the changes and value the fair as an important part of life in Solano County.
- The 10th Annual Youth Ag Day saw a continual increase in attendance by Solano County third-graders. A collaborative effort of the Solano County Fair and agricultural-related businesses, organizations, farmers, ranchers and other individuals, this fun and educational event is free to all third-grade classes in Solano County and features a wide variety of rotational learning stations and displays. Activities are designed to give children the opportunity to learn about food and fiber production from new perspectives, with a particular emphasis on the agricultural wealth of Solano County.
- The Solano County Fairgrounds hosted 388 event days, not counting the year-round operation of the Joe Mortara Golf Course, the Solano Race Place (satellite wagering facility), the Horizon Pre-School, or Six Flags Parking. These events provided a wide range of entertainment and recreational opportunities to residents of Solano County and attracted many visitors to the area.
- Overall economic conditions have greatly affected all aspects of the leisure, recreation and advertising industries. In turn, this affected virtually all activities of the SCFA, which relies on discretionary spending.

WORKLOAD INDICATORS

- 388 revenue generating event days in 2012, including both SCFA-produced and year-round events (does not include revenue generating move-in/move-out days).
- 42,573 people attended the 2012 Solano County Fair
- Approximately 3,600 participated in the 2012 Youth Ag Day
- 38,377 attendees at the Solano Race Place in 2012
- 17,703 rounds of golf at the Joe Mortara Golf Course in 2012

DEPARTMENTAL BUDGET SUMMARY

The SCFA budget is based on a calendar year. The Board of Supervisors approved the SCFA 2013 budget on December 11, 2012.

The SCFA 2013 Budget of \$3,050,198 represents an overall increase of \$72,381, or 2.5%, in revenues and \$261,960, or 7.9% in expenses when compared to the 2012 Adopted Budget. The SCFA is projecting a net loss of \$70,467. The County Fair has a Reserve that will be used to cover operating losses while it continues to address the budget shortfall.

DEPARTMENT COMMENTS

The dates of 2013 Solano County Fair will be July 31 to August 4, 2013. The SCFA continues to make the first weekend in August its “permanent” place on the calendar, following successful 2011 and 2012 Fairs during which paid attendance increased by a total of 22.4%. The first weekend of August is a week when most families are back from vacation, there are no major holidays, and it is the last weekend before school begins for most school districts.

DETAIL BY REVENUE CATEGORY AND APPROPRIATION CATEGORY	2011/12 ACTUALS	2012/13 ADOPTED BUDGET	2013/14 RECOMMENDED	FROM ADOPTED TO RECOMMENDED	PERCENT CHANGE
REVENUES					
Revenue From Use of Money/Prop	1,316,900	1,478,750	1,489,243	10,493	0.7%
Intergovernmental Rev State	107,500	0	0	0	0.0%
Charges For Services	1,518,000	1,115,700	1,186,588	70,888	6.4%
Misc Revenue	293,700	312,900	303,900	(9,000)	(2.9%)
TOTAL REVENUES	3,236,100	2,907,350	2,979,731	72,381	2.5%
APPROPRIATIONS					
Salaries and Employee Benefits	1,594,170	1,521,768	1,487,497	(34,271)	(2.3%)
Services and Supplies	1,634,850	1,666,390	1,535,861	(130,529)	(7.8%)
Other Charges	0	30,000	26,840	(3,160)	(10.5%)
F/A Bldgs and Imprmts	0	70,000	0	(70,000)	(100.0%)
F/A Equipment	174,000	24,000	0	(24,000)	(100.0%)
TOTAL APPROPRIATIONS	3,403,020	3,312,158	3,050,198	(261,960)	(7.9%)
NET GAIN(LOSS)	(166,920)	(404,808)	(70,467)	334,341	(82.6%)

SUMMARY OF SIGNIFICANT ADJUSTMENTS

- Admission fees during the Solano County Fair will be increased by \$2 per paid admission.
- Parking fees during the Solano County Fair will be increased by \$2 per vehicle.
- Hours of the Solano County Fair will be abbreviated from 11 a.m. to 11 p.m. daily to 3 p.m. to 11 p.m. on Wednesday, Thursday and Friday; and noon to 11 p.m. on Saturday and Sunday.
- The SCFA will continue its successful efforts to reinvent, rebrand, and reposition the Fair in the local and regional market.
- The Solano County Fair will continue to build the Fair as a place to celebrate Solano County with the Cities & County Expo, the Cultural Pavilion, and expanded emphasis on showcasing Solano County agriculture in 2013.
- Parking fees during year-round events will be increased by \$3 per vehicle.
- Golf course greens fees will be increased by \$2 per general nine-hole round, and by \$1 per senior, junior and military nine-hole round.
- Solano Race Place revenue is decreased by \$29,252, or 5%, in anticipation of continued decline in pari-mutuel handle statewide, fewer horses per race, and fewer racing days.
- Marketing expenses are increased by \$10,245, or 11.4%, to enhance marketing efforts for all revenue streams.

Mike Paluszak, General Manager
Solano County Fair

SUMMARY OF POSITION CHANGES

There are no changes in positions from 2012. Day-to-day operations at the Fairgrounds are accomplished with 11 full-time and 29 part-time employees. This is augmented by 30 intermittent part-time employees for events and approximately 130 seasonal employees for the Fair.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Solano County Fair Association continues to face major challenges in 2013. Increasing revenue in a continuing slow economic time, particularly with respect to discretionary spending, continues to be a significant challenge. Maintaining the current level of activities while creatively attracting new events, activities and revenue, represents an even greater challenge as the SCFA goes forward with limited staff and resources. Particularly in light of the loss of State funding and replacement revenue for live horse racing in 2012, SCFA continues to be mindful of the need to discover new revenue streams and increase revenues from existing sources.

Maintaining and improving existing aging facilities with limited resources continues to challenge most fairgrounds in the United States, including the Solano County Fairgrounds. SCFA must continue to maximize its limited resources for needed deferred maintenance and capital improvements, while aggressively and creatively seeking and seizing new revenue opportunities.

Solano360, the redevelopment plan of the fairgrounds property and the “Fair of the Future,” continues to move forward with the entitlement phase of the project. On February 26, 2013, the Board of Supervisors certified the Final Environmental Impact Report for the Project and approved the Solano360 Specific Plan and recommended that application be sent to the City of Vallejo for the Development Agreement and Tentative Map. On April 29, 2013, the Vallejo City Planning Commission approved the Tentative Map for the Project and recommended approval of the specific Plan, Development Agreement, Vallejo General Plan Amendments and Zoning Amendments to the Vallejo City council. The Vallejo City Council is scheduled to discuss the Project on May 14, 2013.

The Solano County Fair has been active partner in the development of the redevelopment strategies, and enthusiastically supports the project. In the short term, the Solano County Fair is challenged with developing new revenue streams that will not conflict with this long-term strategy.

The SCFA 2013 budget anticipates a year-end Unrestricted Reserve of \$514,696, which is \$172,405 or 25% less than budgeted at year-end 2012. The SCFA 2013 budget anticipates a year-end Restricted Reserve of \$197,573, which is \$165,197 or 510% more than budgeted at year-end 2012. The 2013 Budget anticipates year-end total combined reserves equal to \$712,269. The SCFA understands that ongoing operational costs cannot rely on the use of reserves and will continue to expand its year-round revenue streams.

Glossary of Budget Terms and Acronyms

Glossary

1991 REALIGNMENT FUNDS – 1991 Realignment funds is a dedicated percentage of California state sales tax revenue that supports local health and social services programs. (R&T Code Sections 6051.2 6201.2) These revenues are allocated yearly and are dedicated to county-operated Health and Social Services.

2011 REALIGNMENT FUNDS - The 2011 Realignment is funded with a dedicated portion of California state sales tax revenue and Vehicle License Fees (VLF) outlined in trailer bills AB 118 and SB 89. The latter provides revenue to counties for local public safety programs and the former establishes the Local Revenue Fund 2011 (Fund) for counties to receive the revenues and appropriate funding for 2011 Public Safety Realignment. (R&T Code Sections 6051.15 and 6201.15)

AAB – Assessment Appeals Board.

AB – Assembly Bill.

AB 109 PUBLIC SAFETY REALIGNMENT – Effective October 1, 2011, this new California law realigns sentenced low level offenders, adult parolees, and juvenile offenders to local county jails instead of State prisons. Each County is required to form a local Community Corrections Partnership (CCP) to implement this law. It is California's solution for reducing the number of inmates in the state's 33 prisons to 137.5 percent of design capacity by June 27, 2013.

AB 233 – Known as the Lockyer-Isenberg Trial Court Funding Act of 1997, this omnibus bill transferred the responsibility for local trial courts from the counties to the State, established maintenance of effort payments by the counties to the State based on 1995/96 expenditures, and established two task forces to advise the Legislature regarding future responsibility for trial court employees and facilities.

ABAG – Association of Bay Area Governments.

ABX1 26 - Bill approved by the Governor on June 28, 2011 which dissolved all redevelopment agencies in California. RDAs were officially dissolved on February 1, 2012.

ACA – Affordable Care Act (or Federal Patient Protection and Affordable Care Act). Federal statute signed into law by President Barack Obama on March 23, 2010 which seeks to provide affordable health insurance for all US citizens and to reduce the growth in health care spending.

ACCOUNT – A classification of expenditure or revenue. Example: "Office Expense" is an account in "Services and Supplies."

ACCOUNTS PAYABLE – A short-term liability reflecting amounts owed private persons or organizations for goods or services received.

ACCOUNTS RECEIVABLE – An asset account reflecting amounts due from private persons or organizations for goods and services provided (excluding amounts due from other funds or other governments).

ACCRUAL BASIS – The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

ACCRUED EXPENSES – Expenses incurred but not paid.

ACCRUED REVENUE – Revenues earned but not received.

ACO – Accumulated Capital Outlay.

ACTIVITY – A specific line of work performed to accomplish a function for which a governmental unit is responsible. Example: "Protective Inspection" is an activity performed in the "Public Protection" function.

AD VALOREM TAX – A tax based on value (i.e., a property tax).

ADA – Americans with Disabilities Act.

ADMINISTRATIVE OVERHEAD – Refers to costs allocated to County departments under the Countywide Cost Allocation Plan to cover central administrative and overhead expenditures.

ADOPTED BUDGET – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve an Adopted Budget by October 2nd each year.

AGENCY FUND – A fund used to account for assets held by a government as an agent for individuals, private organizations or other governments, and/or other funds.

AOC – Administrative Office of the Courts (Judicial Counsel).

APPROPRIATION – A legal authorization granted by the Board of Supervisors to make expenditures and to incur obligations for specific purposes. An appropriation expires at the end of the fiscal year.

ARRA – American Reinvestment and Recovery Act.

ASSESSED VALUATION – A valuation set upon real estate or other property by the County or State Board of Equalization as a basis for levying taxes.

AUTHORIZED POSITIONS – Positions included in the County's salary resolution and for which funding may or may not be provided in the budget.

Glossary of Budget Terms and Acronyms

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BALANCE SHEET – The financial statement disclosing the assets, liabilities and fund equity or net assets of an entity at a specified date in conformity with Generally Accepted Accounting Principles (GAAP).

BASIS OF ACCOUNTING – A term used to refer to when revenues, expenditures, expenses, and transfers—and the related assets and liabilities—are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the modified accrual or the accrual basis.

BCDC – Bay Conservation and Development Commission.

BDCP – Bay Delta Conservation Plan

BOC – (State) Board of Corrections.

BOE – (State) Board of Equalization.

BOS – Board of Supervisors.

BUDGET (BU) – A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. A budget usually is a financial plan for a single fiscal year.

BUDGET UNIT – The classification of the budget expenditure requirements into appropriate, identified or organizational units deemed necessary or desirable for control and information related to a particular financial operation or program.

BUDGETARY CONTROL – The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

BUDGETED POSITIONS – The number of full-time equivalent positions to be funded in the budget. Budgeted positions should not be confused with "authorized" positions, which are positions that may or may not be funded in the budget.

CAC – County Administration Center in downtown Fairfield.

Cal-MMET – California Multi-jurisdictional Methamphetamine Enforcement Team.

CAL-OSHA – California - Occupational Safety and Health Administration.

CALWIN – CalWORKS Informational Network.

CALWORKS – California Work Opportunities and Responsibility to Kids.

CAPITAL EXPENDITURES – Expenditures resulting in the acquisition of or addition to the government's general fixed assets.

CAPITAL PROJECT FUND – A governmental fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and Trust Funds).

CASA – Court-Appointed Special Advocates.

CASH BASIS – A basis of accounting under which transactions are recognized when cash is received or disbursed.

CASH FLOW – Cash available from net collections available for expenditure payments at any given point.

CCP – County Corrections Partnership. A planning and advisory board statutorily created as a result of the 2011 Public Safety Realignment legislation. The CCP is responsible for developing an implementation plan for the 2011 Public Safety Realignment in their respective county and allocate funding to the county/city agencies. The Executive Committee from the CCP members is comprised of the following: Chief probation officer, Chief of police, Sheriff, District Attorney, Public Defender, Presiding judge of the superior court, a representative from either the County Department of Social Services, Mental Health, or Alcohol and Substance Abuse Programs, as appointed by the County Board of Supervisors.

CCSA – Consolidated County Service Area.

CDBG – Community Development Block Grant.

CDCR – California Department of Corrections and Rehabilitation: The state agency that operates all state adult prisons and juvenile facilities, oversees a variety of community correctional facilities and other important correctional facility responsibilities, and supervises all adult and juvenile parolees during their reentry into society.

CDFA – California Department of Food and Agriculture.

CDP – Central Data Processing.

CENTRAL SERVICE COSTS – Central administrative and overhead costs allocated back to departments through the Administrative Overhead Cost Plan.

CEQA – California Environmental Quality Act.

CGC – California Government Code.

CGF – County General Fund

CJIS – Criminal Justice Information System.

Glossary of Budget Terms and Acronyms

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CLETS – California Law Enforcement Telecommunications System.

CMIPS – Case Management Information and Payrolling System.

CMSP – County Medical Services Program.

COLA – Cost-of-living adjustment.

CONTINGENCY – An amount of specified appropriations of a fund, appropriated for unforeseen expenditure requirements.

CONTRACTED SERVICES – Expenditures for services rendered under contract by personnel who are not on the payroll of the jurisdiction, including all related expenses covered by the contract.

COP – Certificates of Participation. Certificates issued for the financing of capital assets. COPs represent undivided interests in the rental payments under a tax-exempt lease.

COPPS – Community Oriented Policing and Problem Solving.

COPS – Community Oriented Policing Services.

COST ACCOUNTING – The method of accounting that provides for assembling and recording of all the elements of cost incurred to accomplish a purpose, to carry on an activity or operation, or to complete a unit of work or a specific job.

CPC - Center for Positive Change. Solano County's day reporting centers were renamed the "Centers for Positive Change".

CPS – Child Protective Services.

CSAC – California State Association of Counties.

CSAC-EIA – California State Association of Counties – Excess Insurance Authority.

CTO – Compensatory Time Off.

CURRENT LIABILITIES – Liabilities that are payable within one year.

CURRENT RESOURCES – Resources of a governmental unit that are available to meet expenditures of the current fiscal year.

CWS – Child Welfare System.

DA – District Attorney.

DCC - Delta Counties Coalition. A coalition of 5 counties working together to preserve and protect their interests in the Delta. The participating counties include Solano, Contra

Costa, Sacramento, San Joaquin and Yolo.

DCSS – Department of Child Support Services.

DEBT SERVICE FUND – A fund established to account for the accumulation of resources for the payment of interest and principal for general long-term debt.

DEFEASANCE – The legal release of a debtor from being the primary obligor under the debt, either by the courts or by the creditor. Also referred to as a legal defeasance.

DEFERRED REVENUE – Resource inflows that do not yet meet the criteria for revenue recognition. Unearned amounts are always reported as deferred revenue. In governmental funds, earned amounts also are reported as deferred revenue until they are available to liquidate liabilities of the current period.

DEFICIT – (a) The excess of the liabilities of a fund over its assets. (b) The excess of expenditures over revenues during an accounting period or, in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

DELINQUENT TAXES – Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached.

DESIGNATION – For government fund types, a segregation of a portion of the unreserved fund balance to indicate tentative plans for financial resource utilization in a future period, such as for general contingencies, equipment replacement, financing receivables, etc.

DOIT – Department of Information Technology.

DOJ – Department of Justice.

DRC – Day Reporting Center.

DUE TO OTHER AGENCIES – A short-term liability account reflecting amounts owed by the County to an outside government agency for goods or services provided.

EARMARKED FUNDS – Revenues designated by statute or Constitution for a specific purpose.

EHR – Electronic Health Record.

EIR/S – Environmental Impact Report/Statement.

EMPLOYEE BENEFITS – Amounts paid on behalf of employees by employers in addition to salary. Examples are group health or life insurance payments, contributions to employee retirement, Social Security taxes, workers' compensation, dental and vision and unemployment insurance premiums.

EMSA – Emergency Medical Services Authority.

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ENCUMBRANCE – An obligation in the form of a purchase order, contract, or other commitment related to unperformed contracts for goods and services.

ENTERPRISE FUND – A fund established to account for operations financed and operated in a manner similar to private business enterprises, where the intent of the government body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (i.e., Airport, Fouts Springs Youth Facility)

EPSDT – Early Periodic Screening Diagnosis and Treatment.

ERAF – Education Revenue Augmentation Fund established by the State of California in FY1992/93. This Fund was established to require distribution of property tax funds that were shifted from cities, special districts and the County to offset cuts in State revenues to schools.

ERI – Early Retirement Incentive.

EXPENDITURE – Decrease in net financial resources under the current financial resources measurement focus not properly classified as *other financing uses*.

EXPENSES – Outflows or other depletion of assets or incurrence of liabilities (or a combination of both) from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations.

EXTRA HELP POSITION – A non-regular, temporary position created to meet a peak workload or other unusual work situation; can include seasonal or recurrent intermittent employment.

FEMA – Federal Emergency Management Agency.

FINAL BUDGET – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve a Final Budget by October 2nd each year.

FISCAL YEAR – A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

FIXED ASSETS – A tangible item of a long-term character such as land, buildings, furniture, and other equipment with a unit cost in excess of \$5,000.

FQHC – Federally Qualified Health Centers. Facilities that are primarily engaged in providing outpatient services that are typically furnished in a physician's office, and are paid an all-inclusive rate for qualified primary and preventive health services. The County's William J. Carroll Health Center in Vacaville, CA is a FQHC-facility.

FTE – Full-Time Equivalent position. A full- or part-time position converted to a decimal equivalent of a full-time position based on 2,080 hours per year (a 40-hour week). For example, an extra-help laborer working for four months or 690 hours would be equivalent to 0.33 of a full-time position (FTE).

FUNCTION – A group of related activities aimed at accomplishing a major service for which a governmental unit is responsible. These designations are specified by the State Controller. Example: "Public Protection" is a function.

FUND – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FUND BALANCE – The excess of assets of a fund over its liabilities reported in a governmental fund. A portion of this balance may be available to finance the succeeding year's budget.

FUND EQUITY – The net difference of assets over liabilities.

FUND TYPE – Any one of eleven categories into which all individual funds can be categorized. Governmental fund types include the general fund, special revenue fund, debt service funds, capital project funds and permanent funds. Proprietary fund types include enterprise funds and internal services fund. Fiduciary fund types include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds and agency funds.

FY – fiscal year.

GA – General Assistance. Funded entirely by counties, provides cash assistance, generally to childless adults.

GAAP – Generally Accepted Accounting Principles. Uniform minimum standards and guidelines for financial accounting and reporting. These govern the form and content of the financial statement of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general applications, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP for state and local governments is the GASB.

GANN LIMIT – Refers to the Gann Initiative (Proposition 4 on the November 1979 ballot), which imposed limits on the allowable annual appropriations of the State, schools, and most local agencies. Limit is generally prior year

Glossary of Budget Terms and Acronyms

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appropriations factored by Consumer Price Index (CPI) and population changes.

GASB – Governmental Accounting Standard Board. The authoritative accounting and financial reporting standard-setting body for government entities.

GASB 34 – The GASB issued statement No. 34 changing the framework of financial reporting for State and local governments.

GASB 54 – The GASB issued statement No. 54 to enhance how fund balance information is reported and improve its decision-usefulness.

GENERAL FUND CONTRIBUTION – A contribution from General Fund revenue to provide the match to other operating budgets.

GENERAL FUND REVENUE – Non-specific program revenues, which include such items as property taxes, sales tax, interest earnings, vehicle license fees, etc. These are revenues not specified or dedicated to a particular program, but may be allocated at the discretion of the Board of Supervisors.

GENERAL RESERVE – An equity restriction within a fund which is legally or contractually constrained for use only during the budget process or in the event of national emergency.

GIS – Geographical Information System.

H&SS – Health and Social Services.

HIE – Health Information Exchange.

HIPAA – Health Insurance Portability and Accountability Act.

HUD – Housing and Urban Development.

IFAS – Integrated Fund Accounting System.

IGT – Intergovernmental Transfers.

IHSS – In-Home Supportive Services. IHSS provides services to eligible elderly and disabled persons who are unable to remain safely in their own homes without assistance. IHSS is funded through Medi-Cal and the Social Services Block Grant (SSBG).

INTERNAL CONTROL STRUCTURE – Policies and procedures established to provide reasonable assurance that specific government objectives will be achieved.

INTERNAL SERVICE FUND – A fund used to account for the financing of goods or services provided by one department or agency to another department or agency of a

government on a cost reimbursement basis. (i.e., Fleet, Data Processing, Risk Management)

JJCPA – Juvenile Justice Crime Prevention Act.

JPA – Joint Powers Authority.

LAFCO – Local Agency Formation Commission. LAFCo is a State-mandated independent entity responsible for the formation and modification of the boundaries of local agencies. The Commission is tasked to observe these basic statutory purposes: (a) the promotion of orderly development; (b) the discouragement of urban sprawl; (c) the preservation of open-space and prime agricultural lands; and (d) the extension of governmental services.

LLEBG – Local Law Enforcement Block Grant.

LT – Limited Term position. A full- or part-time position that has a specified term of employment. At the end of the term, the position is eliminated from the Position Allocation Listing.

MAA – Medi-Cal Administrative Activities.

MAINTENANCE OF EFFORT (MOE) – A Federal and/or State requirement that the County provide a certain level of financial support for a program from local tax revenues. The amount of support is referred to as the Maintenance of Effort (MOE) level.

MANDATED PROGRAMS – Mandated programs are those programs and services that the County is required to provide by specific State and/or Federal law or by court order.

MATCH – Refers to a cost sharing ratio for a State or Federal program that requires a County General Fund Contribution of a certain amount or percentage to qualify.

MAY REVISE – The California Governor submits the Governor's Budget to the Legislature in January, it is revised in May/June, and the fiscal year begins July 1.

MEDI-CAL – Medi-Cal, California's Medicaid program, is a federal-state cooperative medical care financing program for low-income elderly, disabled, children and families.

MHSA – Mental Health Services Act. (See Proposition 63)

MISOC – Management Information Services Oversight Committee.

MISSION STATEMENT – A succinct description of the scope and purpose of a County department.

MODIFIED ACCRUAL BASIS OF ACCOUNTING – Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable; and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar

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accrued obligations, which should be recognized when due. Measurable, relates to the amount being determinable. Available, indicates it will be received within 90 days of the fiscal year.

MOU – Memorandum of Understanding. A legal document between the Board of Supervisors and an employee organization (union) that outlines agreements reached regarding wages, hours and working conditions for a specific group of County employees.

MSA – Master Settlement Agreement for tobacco health impacts.

NACO – National Association of Counties.

NEPA – National Environmental Protection Act.

NET COUNTY COST – The difference between budgeted appropriations and departmental revenues for General Fund budgets. Local tax revenues fund the difference.

NON-NON-NON – Term referred to in AB109 as non-violent, non-serious, and non-sex offenders. Under AB109, these inmates will serve their sentence in county jails instead of state prisons. Upon release from prison, counties are responsible for post-release supervision.

OBJECT OF EXPENDITURE – A major category of appropriation. Example: "Salaries and Employee Benefits" and "Services and Supplies."

OES – Office of Emergency Services.

OFFICIAL STATEMENT – A document published by a governmental entity planning to issue bonds that provides information on the proposed bond issue, the purpose of the issue, and the means of servicing indebtedness, as well as other information about the issuer that may be helpful in evaluating credit worthiness.

OFVP – Office of Family Violence Prevention.

OPEB – Other Post-Employment Benefits.

OTHER CHARGES – A category of appropriations for payment to an agency, institution or person outside the County Government and includes principal and interest payments for debt service.

OTHER FINANCING SOURCES – A category of revenues, which include long-term debt proceeds, proceeds from the sale of general fixed assets, and operating transfers in. Such amounts are classified separately from revenues on the governmental statement of revenues, expenditures and changes in fund balance.

OTHER FINANCING USES – A category of appropriations, which include fund operating transfers out and the amount

of refunding bond proceeds deposited with the escrow agent. Such amounts are classified separately from expenditures on the governmental statement of revenues, expenditures and changes in fund balance.

PARS – Public Agency Retirement Services.

PC – Penal Code. The California Penal Code contains statutes that define criminal offenses and specify corresponding punishments along with criminal justice system mandates and procedures.

PERS – Public Employees Retirement System.

PFF – Public Facilities Fees.

POB – Pension Obligation Bonds.

PRCS – Post-Release Community Supervision. (See NON-NON-NON) PC Section 3450 provides that CDCR continues to have jurisdiction over all offenders who are on state parole prior to the implementation date of AB109, October 1, 2011. After this date, county-level supervision for offenders upon release from prison will include current non-violent, current non-serious (irrespective of priors), and some sex offenders.

PROGRAM REVENUE – Revenue that is derived from and dedicated to specific program operations.

PROPOSED BUDGET – The working document for the fiscal year under discussion.

PROPOSITION 1A – Passed by the voters on November 2006, this measure amended the California constitution to limit the conditions under which the transfer of gasoline sales tax revenues from transportation costs to other uses may be allowed. Suspensions would be treated as loans to the General Fund which must be repaid in full, including interest, and suspensions would not be allowed more than twice every ten years. Additionally, all prior suspensions would need to be paid off before another suspension could be put into effect.

PROPOSITION 8 – Passed by voters In 1978, this constitutional amendment to Article XIII A allows for a *temporary* reduction in assessed value when real property suffers a decline in value. A decline in value occurs when the *current market* value of real property is less than the *current assessed* (taxable) factored base year value as of the lien date, January 1. Proposition 8 is codified by [section 51\(a\)\(2\)](#) of the Revenue and Taxation Code.

In the past few years, the Solano County Assessor has been assessing a number of real properties under their "Prop 8 value".

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PROPOSITION 10 – Passed by the voters on November 3, 1998, this measure imposed a 50-cent per pack excise tax on cigarettes and a specified excise tax on other types of tobacco products. Revenues generated were placed in a new special fund – the Children and Families First Trust Fund – to be used to fund early childhood development programs and to offset revenue losses to Proposition 99.

PROPOSITION 12 – Passed by the voters in March 2000, gave the State authority to issue \$2.1 billion in bonds to fund watershed protection, water quality improvement, wildlife habitat conservation, preservation of open space and farmland threatened by unplanned development, and to repair and improve the safety of state and neighborhood parks.

PROPOSITION 13 – A tax limitation initiative approved by the voters in 1978. This measure provides for: (a) a one (1) percent tax limit exclusive of tax rates to repay existing voter-approved bonded indebtedness; (b) assessment restrictions establishing 1975 level values for all property with allowable increase of 2% annually and reappraisal to current value upon change in ownership and new construction; (c) a two-thirds vote requirement to increase State taxes; and (d) a two-thirds vote of the electorate for local agencies to impose "special taxes."

PROPOSITION 30 – Passed by the voters on November 6, 2012, this measure increases taxes on earnings over \$250,000 for seven years and sales taxes by ¼ cent for four years, to fund schools and guarantees public safety realignment funding.

PROPOSITION 36 – Passed by the voters on November 7, 2000, this measure changed State law so that certain adult offenders who use or possess illegal drugs would receive drug treatment and supervision in the community, rather than being sent to prison or jail. The measure also provides State funds to counties to operate drug treatment programs.

PROPOSITION 40 – Passed by the voters in March 2002, this measure provided for a \$2.6 billion bond for natural resource conservation, parks and historical and cultural resources.

PROPOSITION 42 – Passed by the voters in March 2002, requires the State sales tax on gasoline (18 cents per gallon) be spent for transportation purposes only. Prop 42 contains provisions that allow the money to be diverted to other purposes under certain limited circumstances, such as State fiscal difficulties. Those provisions were tightened by Prop 1A in November 2006.

PROPOSITION 63 – Passed by the voters in November 2004, established a State personal income tax surcharge of

1% on taxpayers with annual taxable incomes of more than \$1 million. Funds resulting from the surcharge would be used to expand county mental health programs (also known as Mental Health Services Act).

PROPOSITION 99 – Passed by the voters in November 1988, this measure established a 25-cent surtax per package of cigarettes and equivalent amount on all other tobacco products sold in California. Revenues provide funding for health, health education, research and other programs.

PROPOSITION 172 – Passed in November 1993. It established a one-half cent sales tax whose proceeds are used to fund eligible public safety activities.

PROPOSITION 218 – Passed by the voters in November 1996, this measure constrained local governments' ability to impose fees, assessments and taxes through the imposition or specific criteria and requirements. All new taxes, fees and assessments require a two-thirds vote.

PTAF – Property Tax Administration Fee

PY – Program Year.

RDA – Redevelopment Agencies.

REAL PROPERTY – Land and the structures attached to it.

RECOMMENDED BUDGET – The working document for the fiscal year under discussion.

RE-ENTRY – the act of getting parolees back into the society.

REGULAR POSITION – Any permanent position in the County's classification system approved and funded by the Board of Supervisors.

REIMBURSEMENT – Payment received for services/supplies expended on behalf of another institution, agency or person.

RESERVE – An account used to set aside and maintain a portion of fund equity, which is legally or contractually restricted for future use or not available for expenditure.

REVENUE – Money received to finance ongoing County services. Examples are property taxes, sales taxes, fees, and State and Federal grants.

RFP – Request for Proposals.

RNVWD – Rural North Vacaville Water District.

ROV – Registrar of Voters.

RULE 810 – Refers to Rules promulgated by the Administrative Office of the Court, which defines

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expenditures eligible for funding local courts through the Trial Court Budget Commission.

SACPA – Substance Abuse and Crime Prevention Act of 2000.

SAFE – Sexual Assault Felony Enforcement (Team).

SALARIES AND EMPLOYEE BENEFITS – An object (category) of expenditure, which establishes all expenditures for employee-related costs.

SALARY SAVINGS – The dollar amount of salaries expected to be saved due to vacancies and turnover of employees.

SAMHSA – Substance Abuse and Mental Health Services Administration.

SB – Senate Bill.

SCHEDULE – A listing of financial data in a form and manner prescribed by the State Controller's Office.

SCHEDULE 1 – A summary of the financing sources and financing uses for all funds, including governmental-type funds (general, special revenue, capital projects, and debt service) as well as enterprise, internal service, special districts and other agencies governed by the Board of Supervisors. Independent special districts are excluded from this schedule.

SCHEDULE 2 – A summary of financing sources and financing uses of only County Governmental funds consisting of general, special revenue, capital projects, and debt service funds. Fiduciary, enterprise, internal service funds, special districts and other agencies are excluded from Schedule 2.

SCHEDULE 3 – Presents various components of actual or estimated fund balance. Encumbrances, reserves and designations are subtracted from actual or estimated total fund balance to determine the amount of fund balance that is unreserved and undesignated as of June 30 of the preceding budget year, and therefore available for budgetary requirements.

SCHEDULE 4 – Presents all amounts reserved or designated and unavailable for financing budgetary requirements in the budget year.

SCHEDULE 5 – Consists of two sections. The first section summarizes the additional financing sources by revenue category for the governmental funds, as defined in Chapter 6 of the "Accounting Standards and Procedures for Counties." The second section summarizes the additional financing sources by fund within the governmental funds.

The totals of the summarization by source must agree with the totals of the summarization by fund.

SCHEDULE 6 – Presents additional financing sources for each governmental fund in accordance with the Chart of Accounts as prescribed in Chapter 7 of the "Accounting Standards and Procedures for Counties."

SCHEDULE 7 – Consists of two sections. The first section summarizes the total financing uses by function, appropriations for contingencies and provisions for new or increased reserves and designations for the governmental funds, as defined in Chapter 7 of the "Accounting Standards and Procedures for Counties." The second section summarizes the financing uses by fund.

SCHEDULE 8 – A summary of financing uses by function, activity and budget unit for the governmental funds.

SCHEDULE 9 – Prepared to meet requirements for disclosing financing sources and uses as covered in Section 29006 of the Budget Act. All financing sources shall be classified by source, as defined in Chapter 7 of the "Accounting Standards and Procedures for Counties." All financing uses, including both specific and contingent by object category, are presented in this schedule. A separate schedule is required for each budget unit having activity within the County's governmental funds.

SCHEDULE 10 – Reflects all Internal Service Funds as defined in Chapter 13 of "Accounting Standards and Procedures for Counties." The schedule meets the requirement so Government Code (GC) §29141.

SCHEDULE 11 – Reflects all Enterprise funds as defined in Chapter 13 of "Accounting Standards and Procedures for Counties." The schedule meets the requirements of Government Code (GC) §29141.

SCHEDULE 12 – This is the counterpart of Schedule 2 of the County budget forms. The basic discussion of Schedule 2 applies to this schedule. This schedule is a summary of financing sources and financing uses of special districts whose affairs and finances are under the supervision and control of the board of Supervisors as provided in Section 29002.

SCHEDULE 13 – Discloses the various components of actual or estimated fund balance. Encumbrances, reserves and designations are subtracted from actual or estimated total fund balance to determine the amount of fund balance which is unreserved and undesignated as of June 30 of the preceding budget year, and therefore available for budgetary requirements.

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SCHEDULE 14 – Presents amounts reserved or designated and unavailable for financing budgetary requirements in the budget year.

SCHEDULE 15 – Discloses the financing sources and financing uses by object for each dependent special district and other agency whose affairs and finances are under the supervision and control of the Board of Supervisors as provided in Section 29002.

SCIPS – Solano County Integrated Property Systems. Provides information management systems and related services in a timely manner to those County departments responsible for the administration of property tax and the recording of official documents.

SCWA – Solano County Water Agency.

SDHS – State Department of Health Services.

SECURED ROLL – Assessed value of real property, such as land, buildings, secured personal property or anything permanently attached to land as determined by each County Assessor.

SECURED TAXES – Taxes levied on real properties in the County that can be "secured" by a lien on the properties.

SEMSC – Solano Emergency Medical Services Cooperative.

SERVICES AND SUPPLIES – An object (category) of expenditure that establishes expenditures for the operating expenses of County departments and programs.

SFCS – Solano Family and Children's Services. (See Proposition 10)

SFJC – Solano Family Justice Center. (See Solano Family Justice Center)

SOLANO EDC – Solano Economic Development Corporation.

SOLANO FAMILY JUSTICE CENTER – The Solano Family Justice Center (SFJC) is a service center for victims of domestic violence, sexual assault, child abuse and elder abuse. The SFJC is operated by the District Attorney's Office of Family Violence Prevention in collaboration with 27 different partnering agencies.

SOLNET – Solano Narcotics Enforcement Team.

SPECIAL DISTRICT – Independent unit of local government generally organized and funded through assessments to the beneficiaries of the district to perform a specific function(s) for a specific area. Examples are street lighting, waterworks and fire departments.

SPECIAL REVENUE FUND – A fund used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditure for specified purposes.

SUBJECT – A detailed description by category of expenditure and revenue type with an object; also called an "account" or "line item." The specific names of most subobjects are designated by the State (i.e., "Small Tools and Instruments").

SUCCESSOR AGENCIES – Agencies responsible for winding down the affairs of the redevelopment agencies at the local level. Successor agencies manage redevelopment projects currently underway, make payments on enforceable obligations, and dispose of redevelopment assets and properties.

SUPPLEMENTAL TAX ROLL – The Supplemental Property Tax Roll is a result of legislation enacted in 1983 and requires an assessment of property when a change to the status of the property occurs, rather than once a year as was previously the case.

SWRCB – State Water Resources Control Board

TAFB – Travis Air Force Base.

TANF – Temporary Assistance for Needy Families. TANF was created by the new welfare reform law to replace Aid to Families with Dependent Children (AFDC), Emergency Assistance (EA), and Job Opportunities and Basic Skills Training (JOBS). It provides a block grant to states to enable temporary assistance to needy families and creates new work requirements and time limits.

TAX LEVY – Amount of tax dollars raised by the imposition of the property tax rate on the assessed valuation.

TAX RATE – The rate per one hundred dollars applied to the assessed valuation base necessary to produce the tax levy.

TAX RELIEF SUBVENTION – Funds ordinarily paid to compensate for taxes lost because of tax relief measures, such as homeowner's exemption.

TDA – Transportation Development Act.

TEA 21 – Transportation Equity Act for the 21st Century.

TEETER PLAN – A plan whereby 100% of the secured property taxes levied are apportioned to eligible agencies instead of the historical practice of apportioning 100% of taxes as they are collected.

TEMPORARY POSITION – See Extra Help.

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TRAN(S) – Tax Revenue Anticipation Notes. Notes or warrants issued in anticipation of collection of taxes, usually retireable only from tax collections and frequently only from the proceeds of the tax levy whose collection they anticipate.

TRIAL COURT FUNDING – The Trial Court Funding Act of 1997 effectively separated the budgetary and administrative function of the trial courts from the County and made the State responsible for funding trial court operations. The County's fiscal responsibility is limited to a Maintenance of Effort.

TRUST FUND – A fund used to account for assets held by a government in a trustee capacity.

UAAL – Unfunded Accrued Actuarial Liability.

UNALLOCATED REVENUES – Revenues that are for general purposes. Also known as discretionary, unrestricted or local-purpose revenues.

UNINCORPORATED AREA – The areas of the County outside city boundaries.

UNSECURED TAX – A tax on properties, such as office furniture, equipment, and boats, that are not secured by real property owned by the assessee.

USE TAX – A tax on goods purchased outside the State to prevent revenue loss from avoidance of sales taxes by means of out-of-state purchases. A use tax is also levied in order to remove inequities between purchases made within and outside the State.

VBM – Vote-by-Mail.

VLF – Vehicle License Fees.

WIA – Workforce Investment Act.

WIB – Workforce Investment Board.

YSAQMD – Yolo-Solano Air Quality Management District.



SOLANO COUNTY

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